

**VALLEY CENTER MUNICIPAL WATER DISTRICT**

# **ANNUAL BUDGET**

**2024-25  
FISCAL YEAR**



**VALLEY CENTER, CA**



# Annual Budget

For The Fiscal Year Ended  
June 30, 2025

---

## 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/Deputy Dir. of Finance and Administration

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

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



## Valley Center Municipal Water District

This page intentionally left blank

# Valley Center Municipal Water District

## Annual Budget

For The Fiscal Year Ended  
June 30, 2025

### Directory of District Officials



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



**Daniel E. Holtz**  
Vice-President  
Division 5  
*Since 2018*



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



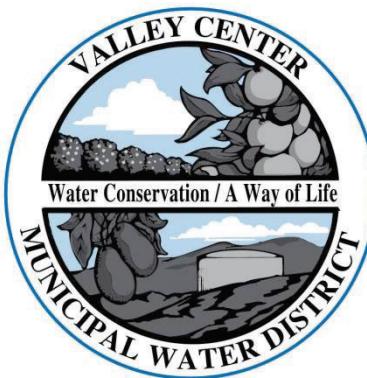
**Cooper T. Ness**  
Director  
Division 2  
*Since 2022*



**Alysha M. Stehly**  
Director  
Division 1  
*Since 2024*

### District Management

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



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

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

**Vanessa Velasquez**  
Manager of Accounting/Deputy  
Director of Finance & Administration  
*9 years of service*

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

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

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

### General Counsel

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



## Valley Center Municipal Water District

This page intentionally left blank



## Table of Contents

### BUDGET SUMMARY

CSMFO 2023-2024 Operating Budget Award .....	ix
--	----

Budget Overview .....	xi
-----------------------	----

### BUDGET MESSAGE

General Manager's Budget Message .....	1-1
Community Profile .....	1-4
Water Sources .....	1-4
District Operations .....	1-5
Budget Documents .....	1-5
District Service Area .....	1-6
Budget Process .....	1-6
Budget Policies .....	1-8
Overall Budget for Fiscal Year 2024-2025 .....	1-9
General Fund .....	1-10
Revenue Estimates .....	1-11
Expenditure Estimates .....	1-14
Capital Budget .....	1-15
Moosa Wastewater Treatment Fund .....	1-17
Woods Valley Wastewater Treatment Fund .....	1-19
Woods Valley Ranch Expansion Fund .....	1-20
Debt .....	1-21
Strategic Plan .....	1-22
Performance Measurement Standards .....	1-23
Goals 2018-2019 to 2022-2023 .....	1-24
Water Rate Components .....	1-29

### RESOLUTIONS AND ORDINANCES

Resolution Adopting Budget .....	2-2
Appropriation Limit under Proposition 4 .....	2-5
Ordinance Adopting Staffing and Memorandum of Understanding Changes .....	2-9
Organizational Chart .....	2-14

### GENERAL FUND RECAP OF REVENUES AND SOURCES

Recap of Budget and Source of Financing .....	3-2
Reserves and Fund Balances .....	3-3
Revenue Estimate .....	3-4
Recap of Budget Expenses .....	3-6
History of Water Purchased and Sold .....	3-7

### GENERAL ADMINISTRATION

General Administration Summary .....	4-1
Department Summary by Division .....	4-2
Division Summary by Expense Category .....	4-3



# Table of Contents

### INFORMATION TECHNOLOGY

Information Technology Summary.....	5-1
Department Summary by Division.....	5-2
Division Summary by Expense Category.....	5-3

### FINANCE

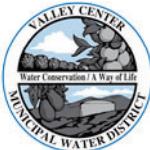
Finance Department Summary.....	6-1
Department Summary by Division.....	6-2
Division Summaries by Expense Category	
<i>Administration</i> .....	6-3
<i>Consumer Services</i> .....	6-4
<i>Facilities Operation</i> .....	6-5
<i>Human Resources</i> .....	6-6
<i>Salary Clearing</i> .....	6-7
<i>Emergency Event</i> .....	6-8
<i>Training</i> .....	6-9
<i>Debt Service</i> .....	6-10
<i>Debt Schedule</i> .....	6-10A

### ENGINEERING

Engineering Department Summary.....	7-1
Department Summary by Division.....	7-2
Division Summaries by Expense Category	
<i>Administration</i> .....	7-3
<i>Planning</i> .....	7-4
<i>Customer Service</i> .....	7-5
<i>Encroachments and Locates</i> .....	7-6
<i>Maps &amp; Records</i> .....	7-7

### OPERATIONS & FACILITIES

Operations & Facilities Department Summary.....	8-1
Department Summary by Division.....	8-2
Division Summaries by Expense Category	
<i>Administration</i>	
Field Administration.....	8-3
Safety and Regulatory Compliance.....	8-4
District Security.....	8-5
<i>Operations</i>	
Systems Operation.....	8-6
Treatment.....	8-7
Automatic Valves.....	8-8
Water Quality Control.....	8-9



# Table of Contents

### FIELD OPERATIONS (CONTINUED)

#### Division Summaries by Expense Category (continued)

##### *Pumps & Motors*

SCADA.....	8-10
Reservoir Maintenance.....	8-11
Pump Station Maintenance.....	8-12
Vehicle and Equipment Maintenance.....	8-13

##### *Construction & Maintenance*

Landscape and Paving Maintenance.....	8-14
Pipeline and Right of Way Maintenance.....	8-15
Valve Maintenance/Locations.....	8-16

##### *Meters*

Corporate Facilities Maintenance.....	8-17
Meter Installation.....	8-18
Service Connection Maintenance.....	8-19
Backflow Maintenance.....	8-20

### SOURCE OF SUPPLY .....

.....9-1

### CAPITAL OUTLAY .....

.....10-1

### LOWER MOOSA WASTEWATER

Lower Moosa Wastewater Treatment Fund Summary.....	11-1
Recap of Budget and Source of Financing, Cash Position.....	11-2
Revenue Estimate.....	11-3
Department Summary by Division.....	11-4
Division Summaries by Expense Category	
<i>Wastewater Treatment</i> .....	11-5
<i>Collection System West</i> .....	11-6
<i>Lift Station</i> .....	11-7
<i>Low Pressure Sewer (LPS) Maintenance</i> .....	11-8
<i>Debt Service</i> .....	11-9
Capital Outlay.....	11-10

### WOODS VALLEY RANCH EXPANSION

Woods Valley Ranch Expansion Fund Summary.....	12-1
Recap of Budget and Source of Financing, Cash Position.....	12-2
Revenue Estimate.....	12-3
Department Summary by Division.....	12-4
Division Summaries by Expense Category	
<i>AD 2012-1 Administration</i> .....	12-5
<i>CFD 2020-1 Administration</i> .....	12-6
<i>Debt Service</i> .....	12-7
<i>Debt Schedules</i> .....	12-7A
Capital Outlay.....	12-8



## Table of Contents

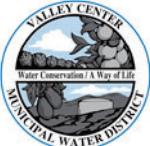
### WOODS VALLEY RANCH TREATMENT FUND

Woods Valley Ranch Wastewater Treatment Fund Summary.....	13-1
Recap of Budget and Source of Financing, Cash Position.....	13-2
Revenue Estimate.....	13-3
Department Summary by Division.....	13-4
Division Summaries by Expense Category	
<i>Collection System</i> .....	13-5
<i>Wastewater Treatment</i> .....	13-6
<i>Lift Station</i> .....	13-7
<i>Low Pressure Sewer (LPS) Maintenance</i> .....	13-8
Capital Outlay.....	13-9

### APPENDICES

Glossary.....	Appendix A
Budget Policies.....	Appendix B
Five-Year History & Forecast.....	Appendix C
VCMWD and Community History.....	Appendix D
Priority Listed Capital Projects.....	Appendix E

INDEX.....	Index
------------	-------



*California Society of Municipal  
Finance Officers*

*Certificate of Award*

***Operating Budget Excellence Award  
Fiscal Year 2023-2024***

*Presented to the*

***Valley Center Municipal Water District***

For meeting the criteria established to achieve a CSMFO Award in Budgeting.

*January 29, 2024*



*216177*

*Rich Lee*

*2023 CSMFO President*

*James Russell-Field*

*James Russell-Field, Chair  
Recognition Committee*

*Dedicated to Excellence in Municipal Financial Reporting*

Valley Center Municipal Water District was recognized by the California Society of Municipal Finance Officers (CSMFO) for excellence in operational budgeting for Fiscal Year 2023-2024 - Our twenty sixth 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

This page intentionally left blank



# 2024-2025

# Budget Overview

## VALLEY CENTER MUNICIPAL WATER DISTRICT 2024-25 BUDGET OVERVIEW

It is projected that for the Water General Fund in Fiscal Year 2024-25 operating revenues will exceed the projected operating expenses for a budgeted surplus of \$33,184 with the surplus dedicated to capital projects. Total water capital expenditures are estimated at \$4,942,309 and comprise of continuing projects only, no new projects are proposed in the Fiscal Year 2024-25 Budget.

### **Total Budgeted Revenues**

Total Budgeted Revenues for 2024-25 are \$57,300,915, which is \$2,215,325 or 3.7% lower than the 2023-24 adopted budget of \$59,516,239. The decrease is due to decreased water revenue, and new connection sales offset by higher service charges and investment income.

For the current year ending June 30, 2024, **Water Sales** were 11,493 acre feet, the lowest on record since Fiscal Year 1968-1969. This is 28.2% lower than the budget of 16,000 acre-feet. For 2024-25, the District is budgeting water sales at 13,000 acre-feet. Staff believes that the estimate is reasonable given the uncertain agricultural environment.

The San Diego County Water Authority (SDCWA) adopted wholesale rate increases on July 25, 2024. **Water Rates** from the SDCWA and Metropolitan Water District (MWD) on January 1, 2025, will increase by 16.1% for treated water and 9.0% for certified agricultural over the current adopted rates. The new rates are proposed at \$2,809.45 per acre foot for full price and \$1,900.70 for the Permanent Special Agricultural Water Rate (PSAWR) customers.

Also included in the water charges the District is required to pay SDCWA in 2024 are fixed charges for customer service, storage, supply reliability and new in Calendar Year 2025, a Transportation Charge. 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 2025 budgeted sales are 13,000 acre-feet and the fixed charges totaling \$5,203,033 are allocated over 11,700 acre-feet. Total fixed charges from SDCWA for Fiscal Year 2024-25 are \$1,864,493, or 56%, higher than in 2023-24.

The District's local cost component of the water rate is budgeted at \$292.51 per acre foot, an increase of 5.0% over the current rate of \$278.57. This increase is necessary to cover a portion of the locally controlled fixed costs. A **meter service charge** increase of 5.0% is also recommended. The charge for a  $\frac{3}{4}$  inch meter is budgeted at \$51.28, an increase of \$2.97 from \$48.31 and for a 1-inch meter the proposed service charge is \$69.30, up \$3.30 from \$66.00.

**New Connection Sales** are estimated to decrease \$119,400 from the prior year budget. The decrease is due to the reduction of the build out of the new developments and growth that the community has experienced as a result of the expansion to the Woods Valley Ranch Wastewater Expansion.

Estimated **Investment Income**, budgeted at a rate of 5.00%, will yield \$2,050,000. **Capacity Charges** are budgeted at \$276,000, a reduction of 64.5% less than the current adopted budget due to the reduction of the build out at the Park Circle development. **Property Taxes** are budgeted at \$3,529,000 an increase of 8%. **Water Availability Charges** are budgeted at \$565,000.

**Moosa** proposed operating revenues will exceed the projected operating expenses for a budget surplus of \$667,181. The budgeted surplus of \$667,181 is necessary in order to meet the debt coverage requirements of the State Water Resources Control Board for future Clean Water State Revolving Fund (CWSRF) Loans. The Moosa Master Plan, approved in February 2023 outlines the capital improvement requirements over the next 20 years and discusses the need for leveraging the net sewer service charge revenues through short-term funding from the District's General Fund and long-term Clean Water State Revolving Fund (CWSRF) Loans.

The preliminary budget includes an increase to the wastewater service charge and the low pressure wastewater collection system maintenance fee of 5.1% each to offset inflationary impacts. The current wastewater service charge of \$61.72 is proposed to increase \$3.14 to \$64.86 and the low pressure wastewater collection system maintenance fee of \$50.93 is proposed to increase \$2.59 to \$53.52.

**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 sewer service fee is the same as the current year, \$98.60/month or \$1,183.20/year per unit for both Service Areas 1 & 2. The sewer standby fees for properties not yet connected to the sewer system will also remain the same in the coming year at \$550.32 per Equivalent Dwelling Unit (EDU) and will be used to establish a replacement reserve. The Grinder Pump Maintenance Charge will also remain the same at \$611.16/year or \$50.93/month for one EDU 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.

The **Woods Valley Ranch Expansion** will be collecting a fixed charge special assessment for Assessment District 2012-1 (AD 2012-1) and a Special Tax for CFD 2020-1. The purpose of the AD 2012-1 assessment is to fund the annual debt service payments for the payment of the Clean Water State Revolving Loans and the Limited Obligation Improvement Bond for the Woods Valley Ranch Wastewater Expansion Project. The purpose of the CFD 2020-1 Special Tax is to fund the Special Tax Requirements pursuant to the rate and method of apportionment for the CFD 2020-1.

### **Total Budgeted Expenses**

Total Budgeted Expenses, including capital, are \$54,875,763, which is 5.9%, or \$3,460,558, less than the 2023-24 adopted budget of \$58,336,321. The overall budget decrease reflects lower operating expenses and capital outlay.

**Source of Supply** is the single largest Water Operating Expense totaling \$31,439,942. It includes the cost of water sold, electricity, and natural gas the sum of which accounts for 67% of the total General Fund budgeted operating expenditures in Fiscal Year 2024-25. Source of Supply is \$1,955,807 or 5.9%, lower than in the prior year due to decreased water purchase projections. The District is budgeting to purchase 13,830 acre feet of water compared to 17,020 in 2023-24.

**General Administration** costs are up slightly, \$4,195 over last year. This is due to increases in labor and benefits, including temporary labor, which is offset by decreases to outside professional services and the unclassified contingency fund.

**Finance expenses**, excluding debt service, are projected to be \$250,654 higher than the current budget. The increase is largely due to higher labor and benefits, insurance, and electricity, which is partially offset by decreases to temporary labor, overtime, outside professional services, telephone/answering service (transferred to Information Technology), and administrative overhead.

**Information Technology** expenses are \$44,410 or 4.2% higher due to an increase in labor and benefits and telephone and communications (transfer from Finance) partially offset by a decrease to the cost of maintenance agreements & contracts, and equipment maintenance.

**Engineering** expenses are down \$108,469 or 4.9%. The decrease represents reduced labor and benefits, lower training and education, and special department expenses that are partially offset by increases in outside professional services and software technical support.

**Operations and Facilities** expenses for 2024-25 are up \$428,115 or 5.3% from the current budget. The major changes are comprised of increased labor and benefits, outside professional services, maintenance of facilities and software, chlorine, and regulatory permits and fees. The increases were partially offset by decreases in meter and backflow installation costs, administrative overhead.

**Moosa** proposed operating expenses are \$389,660 more than the current 2023-24 budget. The increase is due to higher labor and benefits, debt service interest, electricity, outside professional services, and administrative overhead costs.

**Woods Valley Ranch** operating expenses are \$236,092 higher than the current year budget due to increased outside professional services, electricity, administrative overhead, labor and benefits, and chemical expenses.

## **Capital Projects**

The Water Capital Outlay Budget for Fiscal Year 2024-25 includes only continuing projects that are carried forward from Fiscal Year 2023-24. No new capital projects are proposed at this time. Instead a list of Priority Listed Capital Projects has been developed for possible appropriation as a mid-year budget adjustment. Approval of which will depend on the financial results of Fiscal Year 2023-24 and the sales volume during the first 6-months of Fiscal Year 2024-25. Refer to Appendix E for further details.

Wastewater capital projects total \$922,500, with Moosa totaling \$895,500 and Woods Valley Ranch totaling \$27,000. Moosa has two projects that account for 85% of the total, Moosa Priority Projects of \$430,000 and Moosa Minor Projects of \$333,000. Refer to pages 11-12 and 11-15, respectively, for further details.

**VALLEY CENTER MUNICIPAL WATER DISTRICT**  
**2024-2025 BUDGET OVERVIEW**

	2023-2024	2023-2024	2024-2025	Change from Prior Budget	Percent Change from Prior Budget
	Adopted Budget	Estimated Actual	Proposed Budget		
<b>REVENUES:</b>					
Water Sales	16,000 A.F.	11,500 A.F.	13,000 A.F.	3,000 A.F.	-18.8%
<b>General Fund:</b>					
Operating Revenues:					
Water Sales (including pumping)	38,068,000	25,421,000	34,453,000	(3,615,000)	-9.5%
Meter Service Charges	8,209,000	8,285,000	8,990,000	781,000	9.5%
New Connection Sales	466,350	462,400	346,950	(119,400)	-25.6%
Other Revenue	1,097,600	1,128,100	1,136,136	38,536	3.5%
Investment Income	800,000	1,231,000	2,050,000	1,250,000	156.3%
Total Operating Revenue	48,640,950	36,527,500	46,976,086	(1,664,864)	-3.4%
Debt Service Revenues - Water Availability Charges	44,873	43,373	40,529	(4,344)	-9.7%
Capital Project Revenues:					
Capacity Charges	778,100	415,582	276,000	(502,100)	-64.5%
Property Taxes	3,268,000	3,484,600	3,529,000	261,000	8.0%
Water Availability Charges	528,127	521,627	524,471	(3,656)	-0.7%
Total Capital Project Revenue	4,574,227	4,421,809	4,329,471	(244,756)	-5.4%
Total General Fund Revenues	53,260,050	40,992,682	51,346,086	(1,913,964)	-3.6%
<b>Moosa Wastewater Revenues</b>					
<b>Woods Valley Ranch Wastewater Revenues</b>					
Woods Valley Ranch Expansion	2,117,530	2,110,242	2,466,190	348,660	16.5%
Total Budgeted Revenues	1,739,695	1,734,062	1,867,557	127,862	7.3%
	2,398,964	1,620,101	1,621,082	(777,882)	-32.4%
<b>Total Budgeted Revenues</b>	<b>59,516,239</b>	<b>46,457,087</b>	<b>57,300,915</b>	<b>(2,215,325)</b>	<b>-3.7%</b>
<b>EXPENDITURES:</b>					
<b>General Fund:</b>					
Operating Expenses:					
General Administration	956,562	892,037	960,757	4,195	0.4%
Information Technology	1,069,927	1,085,852	1,114,337	44,410	4.2%
Finance	2,610,640	2,602,202	2,861,294	250,654	9.6%
Engineering	2,215,932	2,260,340	2,107,463	(108,469)	-4.9%
Operations & Facilities	8,030,994	7,973,312	8,459,109	428,115	5.3%
Source of Supply	33,395,749	26,446,325	31,439,942	(1,955,807)	-5.9%
Total Operating Expenses	48,279,804	41,260,068	46,942,902	(1,336,902)	-2.8%
Debt Service - Interest Expense	44,873	43,373	40,529	(4,344)	-9.7%
Depreciation Expense	0	0	3,359,000	3,359,000	100.0%
Capital Projects Appropriations	4,707,750	6,552,904	0	(4,707,750)	-100.0%
Total General Fund Expenditures	53,032,427	47,856,345	50,342,431	(2,689,996)	-5.1%
<b>Moosa Wastewater:</b>					
Operating Expenses	1,409,349	1,631,582	1,799,009	389,660	27.6%
Capital Project Appropriations	1,469,500	872,152	895,500	(574,000)	-39.1%
Total Moosa Expenditures	2,878,849	2,503,734	2,694,509	(184,340)	-6.4%
<b>Woods Valley Ranch Wastewater:</b>					
Operating Expenses	1,115,757	1,053,620	1,351,849	236,092	21.2%
Capital Project Appropriations	824,300	220,654	27,000	(797,300)	-96.7%
Total Woods Valley Ranch Expenditures	1,940,057	1,274,274	1,378,849	(561,208)	-28.9%
<b>Woods Valley Ranch Expansion:</b>					
Operating Expenses	80,000	74,500	80,000	0	0.0%
Debt Service - Interest Expense	404,988	404,988	379,974	(25,014)	-6.2%
Capital Project Appropriations	0	446,743	0	0	0.0%
Total Woods Valley Ranch Expenditures	484,988	926,231	459,974	(25,014)	-5.2%
<b>Total Budgeted Expenditures</b>	<b>58,336,321</b>	<b>52,560,584</b>	<b>54,875,763</b>	<b>(3,460,558)</b>	<b>-5.9%</b>
<b>NET REVENUES &amp; EXPENDITURES</b>	<b>1,179,918</b>	<b>(6,103,497)</b>	<b>2,425,152</b>	<b>1,245,234</b>	<b>105.5%</b>
<b>FUNDING FROM (TO) RESERVES</b>	<b>(1,179,918)</b>	<b>6,103,497</b>	<b>(2,425,152)</b>	<b>(1,245,234)</b>	<b>-105.5%</b>
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>



## Valley Center Municipal Water District

This page intentionally left blank



# Budget Message



## Valley Center Municipal Water District

## Budget Message

This page intentionally left blank



# VALLEY CENTER MUNICIPAL WATER DISTRICT

A Public Agency Organized July 12, 1954

Board of Directors  
Enrico P. Ferro  
President  
Daniel E. Holtz  
Vice President  
Oliver J. Smith  
Director  
Cooper T. Ness  
Director  
Alysha M. Stehly  
Director

August 19, 2024

Enrico P. Ferro, 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 2024-2025 operations, maintenance, and capital budget. We look forward to your review and analysis toward ultimate adoption on August 19, 2024. 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 1-22 thru 1-27). 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 increasing cost of goods and supplies, the cost of imported water, and the local economic climate for agriculture. Future challenges that the District is facing include the implementation of the 2018 Water Conservation Legislation that established new Statewide Urban Water Use Objectives and Long-Term Water Use Efficiency Standards. The new legislation establishes guidelines for efficient water use and a framework for the implementation and oversight of the new standards, which was adopted by the State in 2022, annual reporting began in 2024, and compliance begins in 2027. The standards include establishing residential indoor, residential 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.



## Valley Center Municipal Water District

# Budget Message



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

### **COMMUNITY PROFILE**

As of January 1, 2024, approximately 29,938 people lived within the District. 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 55% agricultural 45% 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 wholesale cost of water over the last decade.

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, 2023, totaled 13,020 acre feet. The current year ended June 30, 2024, water sales were 11,493 acre feet, the lowest on record since Fiscal Year 1968-1969.

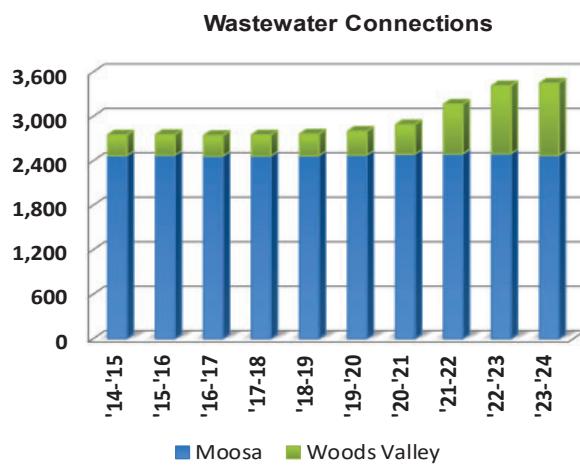
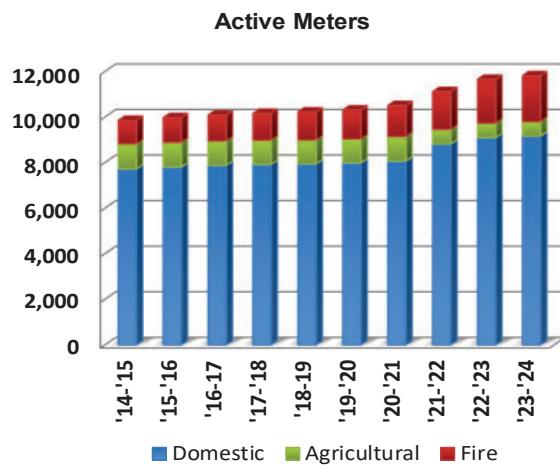
### **WATER SOURCES**

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. 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 Carlsbad Desalination Plant. This 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, 40 enclosed reservoirs and 1 open reservoir, Lake Turner, 29 pumping stations and 341 miles of water main. As of May 31, 2024, there were a total of 11,799 active meters of which 9,156 were domestic, 631 were agricultural, and 2,012 were fire meters (see historical graph below). The District also provides wastewater collection, treatment, water recycling, and disposal services for 3,449 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 48 miles of wastewater lines throughout the District.



### BUDGET DOCUMENTS

The Budget consists of the following sections:

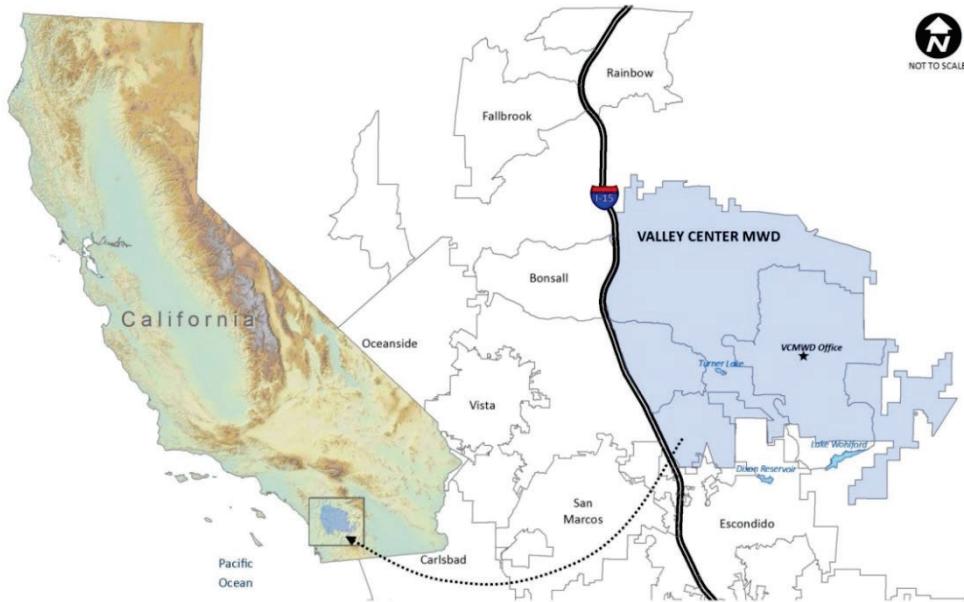
1. This Budget Message.
2. The Adopting Resolutions beginning on page 2-1.
3. A Recap of Budget and Source of Financing in Section 3. This includes a summary of all funds expenditures, revenues, and reserves; a revenue estimate for the General Fund; an Expenditures Recap for all funds; and a History 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 2024 General Manager and Department Heads start discussion of the Budget process.
- March 2024 Departments submit Budget requests.
- April 15, 2024 Budget policies reviewed by Board of Directors.
- May 20, 2024 Overview of San Diego County Water Authority Rates for 2025.
- June 3, 2024 Overview of Revenue and Expense Projections by Board of Directors.
- June 17, 2024 Update of Revenue, Rates, and Expense Projections.
- July 15, 2024 Update of Revised Expense Projections.
- August 19, 2024 Proposed Budget to the Board of Directors for review and 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. 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.



## Valley Center Municipal Water District

# Budget Message

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-seven 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-three 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, 2024, is \$3,104,431 per project except that for water storage projects the limitation is \$4,656,662. 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.

### Appropriation Limit

Article XIIIIB 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 XIIIIB.

### 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.



*San Gabriel No. 1 Reservoir Paint & Recoat.*



## Valley Center Municipal Water District

# Budget Message

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 \$6,511,243 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.



*Interior Paint and Recoat of the Meadows No. 1 Reservoir.*



3. Restricted Reserves include the Replacement Reserves for Lower Moosa Canyon Water Reclamation Facility and Woods Valley Ranch Water Reclamation Facility, Debt Service Reserves, and the Grinder Pump Maintenance Reserve at Woods Valley and the Low Pressure Sewer System Maintenance Reserve at Lower Moosa Canyon.
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 2024-2025 58% 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 2024-2025**

From an overall standpoint, the total proposed Fiscal Year 2024-25 Budget of \$57,300,915 is 3.7% lower than the total approved budget for Fiscal Year 2023-24 of \$59,516,239. The overall budget decrease reflects the decreased sales volume.

It's projected that the Water General Fund in Fiscal Year 2024-25 will be balanced with operating revenues slightly higher than projected operating expenses by \$33,184. Total water capital expenditures are estimated at \$4,942,309 and comprise of continuing projects only, no new projects are proposed in the Fiscal Year 2024-25 Budget. Priority Listed Capital Projects can be found in Appendix E, these are pending the financial results of Fiscal Year 2023-24 and review of the sales volume for the first 6-months of Fiscal Year 2024-25.

Both the Woods Valley Ranch WRF and the Lower Moosa WRF will require funds from each of the Replacement Reserves to cover the operating deficits as expenses are expected to exceed revenues in Fiscal Year 2024-2025. Budget details for the various water and wastewater operating funds are explained on the following pages of the Budget Message.



## Valley Center Municipal Water District

# Budget Message

### GENERAL FUND

For Fiscal Year 2024-25, the Water Fund operating revenue is proposed at \$46,976,086, which is a decrease of 3.4% from the budget adopted for last year. This is due to decreased water revenue, and new connection sales offset by higher service charges and investment income. It is projected that for the Water General Fund in Fiscal Year 2024-25 operating revenues will be higher than projected operating expenses by \$33,184. The Water Fund operating expenditures budget is proposed at \$46,942,902, which is a decrease of 2.8% from the budget adopted for last year. Changes in the major components of the budget are summarized as follows:

### RECAP OF GENERAL FUND

	2023-24 Adopted Budget	Percent of Total	2024-25 Proposed Budget	Percent of Budget	Change	Percent of Change
<b>OPERATING REVENUES</b>						
Water Sales (Acre Feet)	16,000 AF		13,000 AF		(3,000) AF	-18.8%
Water (including Pumping)	\$ 38,068,000	78.3%	\$ 34,453,000	73.3%	\$ (3,615,000)	-9.5%
Service Charges	8,209,000	16.9%	8,990,000	19.1%	781,000	9.5%
New Connection Sales	466,350	1.0%	346,950	0.7%	(119,400)	-25.6%
Other Revenue	1,097,600	2.3%	1,136,136	2.4%	38,536	3.5%
Investment Income	800,000	1.6%	2,050,000	4.4%	1,250,000	156.3%
<b>Total Operating Revenue</b>	<b>\$ 48,640,950</b>	<b>100.0%</b>	<b>\$ 46,976,086</b>	<b>100.0%</b>	<b>\$ (1,664,864)</b>	<b>-3.4%</b>
<b>OPERATING EXPENDITURES:</b>						
Water Purchase (Acre Feet)	17,020 AF		13,830 AF		(3,190) AF	-18.7%
Water	\$ 30,648,749	63.5%	\$ 28,978,942	61.7%	\$ (1,669,807)	-5.4%
Energy	2,747,000	5.7%	2,461,000	5.2%	(286,000)	-10.4%
Regulatory Permits	122,950	0.3%	130,950	0.3%	8,000	6.5%
Controlled by Others	33,518,699	69.4%	31,570,892	67.3%	(1,947,807)	-5.8%
Personnel	10,944,100	22.7%	11,745,700	25.0%	801,600	7.3%
Other	3,817,005	7.9%	3,626,310	7.7%	(190,695)	-5.0%
Controlled by District*	14,761,105	30.6%	15,372,010	32.7%	610,905	4.1%
<b>TOTAL Operating Expenditures</b>	<b>\$ 48,279,804</b>	<b>100.0%</b>	<b>\$ 46,942,902</b>	<b>100.0%</b>	<b>\$ (1,336,902)</b>	<b>-2.8%</b>
<b>NET Revenues and Expenditures</b>	<b>\$ 361,146</b>		<b>\$ 33,184</b>		<b>\$ (327,962)</b>	

#### \* COSTS CONTROLLED BY DISTRICT

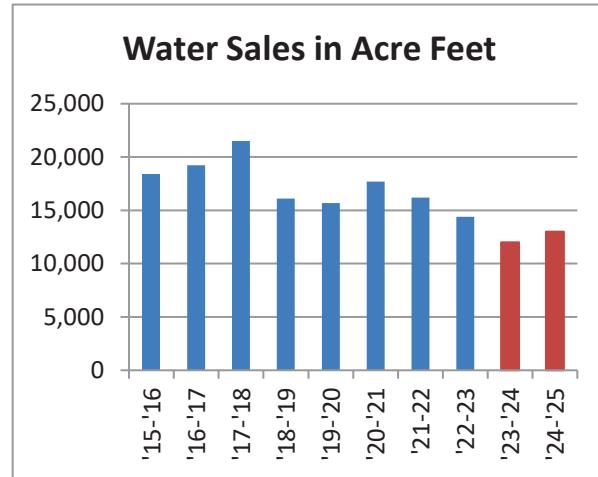
General Administration	\$ 956,562	6.5%	\$ 960,757	6.3%	\$ 4,195	0.4%
Information Technology	1,069,927	7.2%	1,114,337	7.2%	44,410	4.2%
Finance	2,610,640	17.7%	2,861,294	18.6%	250,654	9.6%
Engineering	2,215,932	15.0%	2,107,463	13.7%	(108,469)	-4.9%
Operations & Facilities	7,908,044	53.6%	8,328,159	54.2%	420,115	5.3%
<b>Total Controlled by District</b>	<b>\$ 14,761,105</b>	<b>100.0%</b>	<b>\$ 15,372,010</b>	<b>100.0%</b>	<b>\$ 610,905</b>	<b>4.1%</b>



### REVENUE ESTIMATES

#### Water Sales and Rate Increase

Water sales for the past ten years have ranged from a high of 21,498 acre feet in Fiscal Year 2017-18, to a low of 11,493 acre feet in Fiscal Year 2023-24. This is a decrease of 46.5%, or 10,005 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 55% of the total volume of water sold for Fiscal Year 2024-25. The prior year budget estimated agricultural sales accounted for 60% of the volume.

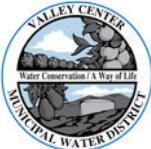


The San Diego County Water Authority (SDCWA) adopted wholesale rate increases on July 25, 2024. Those adopted rates were used for the preparation of the proposed budget. All rates and charges from MWD and SDCWA are subject to change at any time and are passed through to District customers in accordance with Administrative Code Section 160.3(g), including any rate changes not yet known.

The wholesale water rate information obtained from the SDCWA indicates that their rates are to increase by 16.1% for treated water and 9.0% for certified agricultural over the current adopted rates (refer to table on next page). Final rate recommendations will be based on wholesale those 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 is set to be \$471 in January 2025.

The budget, as presented, proposes an increase of 5.0% to the District's local share of the water rate on February 1, 2025. The current local rate of \$278.57 will increase to \$292.51 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 represents 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, 2025, rate change, the District's share of the water rate will be 9.4% for M&I and 13.3% for PSAWR.

Also included in the water charges the District is required to pay the SDCWA in 2025 are fixed charges for Customer Service, Storage, Supply Reliability, and new in Calendar Year 2025, a Transportation Charge. The District calculates the per-acre-foot equivalent of these charges by dividing the total charges by projected water sales, less an 10% reserve for sales levels under budgeted amounts. For the fiscal year ending 2025 budgeted sales are 13,000 acre feet and the fixed charges totaling \$5,203,033 are allocated over 11,700 acre feet. Total SDCWA fixed charges for 2025 are \$1,864,493, or 56%, higher than in 2024. There are two main reasons for this increase: 1) SDCWA implemented a new fixed Transportation Charge totaling \$1.5M; 2) SDCWA adjusted the methodology for allocating the Customer Service, Storage, and Supply Reliability charges from a 3- or 5-year average to a 7-year average. Average demands were higher 7 years ago, therefore driving the increases higher and increasing the amount of each charge.



## Valley Center Municipal Water District

# Budget Message



North County Emergency Storage Project.

The Metropolitan Water District (MWD) has two fixed charges, the Capacity Reservation and Readiness-to-Serve charge that are passed directly through to the District from the SDCWA totaling \$1.1M. The VCMWD Board has tentatively approved a new fixed charge to cover the costs of both the Capacity Reservation & Readiness-to-Serve Passthrough charges and will be proposed to be added to the monthly customer water bills beginning in February 2025. The new fixed charge will be billed based on the customers meter size and is proposed at \$7.50 for a  $\frac{3}{4}$ -inch meter and \$10.00 for a 1-inch meter. Larger meter charges are based on the 1-inch meter charge. These charges, previously included in the variable wholesale charge, will generate approximately \$1.1M of fixed annual income.

### 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. Calendar Year 2021 marked significant changes to the eligibility requirements for PSAWR customers. At December 31, 2020, the District had a total of 1,038 agricultural customers, compared to 631 Certified Agricultural customers under the new program at May 31, 2024.

An incremental melded supply rate cost of \$471, the storage charge of \$250, and the supply reliability charge of \$187 that are added to the water supply charge by the SDCWA are not charged to agricultural customers. The total credit amounts to \$908 per acre foot of savings for the District's agricultural customers for the 2025 rates. The credit is \$232 higher than last years credit of \$676 due mostly 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, 2025, may be different. Final rate recommendation will be based on wholesale rates actually adopted by the SDCWA.

Component	Domestic Rate (per AF)			PSAWR Rate (per AF)		
	Current	Proposed	Increase	Current	Proposed	Increase
Imported Water Costs	\$ 2,420.59	\$ 2,809.45	\$ 388.86 16.1%	\$ 1,744.36	\$ 1,900.70	\$ 156.34 9.0%
VCMWD	278.57	292.51	\$ 13.94 5.0%	278.57	292.51	\$ 13.94 5.0%
Total	\$ 2,699.16	\$ 3,101.96	\$ 402.80 14.9%	\$ 2,022.93	\$ 2,193.21	\$ 170.28 8.4%

Proposed Increase \$ 402.80 per AF  
14.9%  
\$ 0.9247 per hcf

\$ 170.28 per AF  
8.4%  
\$ 0.3909 per hcf

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



### Monthly Water Service Charge Revenue

Water Service Charges for Fiscal Year 2024-25 are estimated at \$8,534,000 which is \$325,000 higher than the Fiscal Year 2023-24 budget of \$8,209,000. The preliminary budget includes a service charge increase of 5.0%. The proposed monthly service charge for a  $\frac{3}{4}$ -inch meter is \$51.28 up \$2.97 from \$48.31; for a 1-inch meter the proposed service charge is \$69.30, up \$3.30 from \$66.00.

The SDCWA Infrastructure Access Charge (IAC) is proposed to increase 3.2%. The IAC is a pass-through charge from the SDCWA imposed on member agencies as a condition of maintaining connections to Water Authority facilities.

### Pumping Charge Revenue

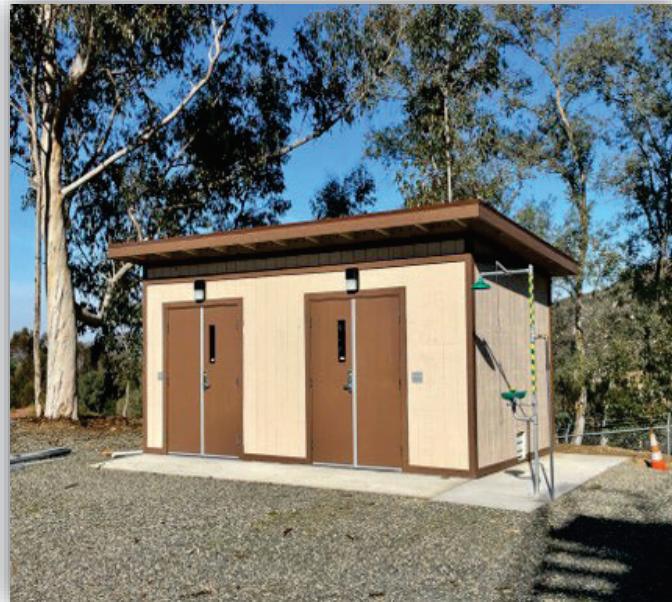
Pumping charge revenue for Fiscal Year 2024-25 is expected to be \$2,852,000 compared to \$3,105,000 budgeted in Fiscal Year 2023-24. The increase is due to a 17.0% increase to the pumping rates required to offset the costs passed through from San Diego Gas & Electric as well as the costs for the maintenance of pumps and motors. Last Fiscal Year the Board approved a 5-year plan to close the gap between Pumping Charge Revenues and Total Pumping Costs. The ultimate goal is that the Pumping Charge Revenues be sufficient to cover the Total Pumping Costs.

### Interest Income

For Fiscal Year 2024-25, the District projects to earn 5.00% on funds invested for the year for a return of approximately \$2,050,000 in interest earnings. This is the equivalent of \$157.69 per acre foot of budgeted water sales. Estimated actual interest income for 2023-24 is \$1,231,000. The increase of \$819,000 is due to the increases to the Federal Funds Rate that have occurred as well as higher cash balances on hand.

### Property Taxes

Secured property taxes are budgeted at \$3,392,000 for Fiscal Year 2024-25, \$66,200 or 2.0% higher than the estimated actual for the current year. The District will receive an estimated \$565,000 in water availability charges. These revenues in the past have been utilized for water system improvements and replacements.



*Kornblum Reservoir Chloramine Boosting System building constructed by District Staff.*



### EXPENDITURE ESTIMATES

#### Water

The District is budgeting to purchase 13,830 acre feet of water in Fiscal Year 2024-25 and to sell 13,000 acre feet. District staff believes that the estimates for Fiscal Year 2024-25 are reasonable given the uncertain agricultural environment.

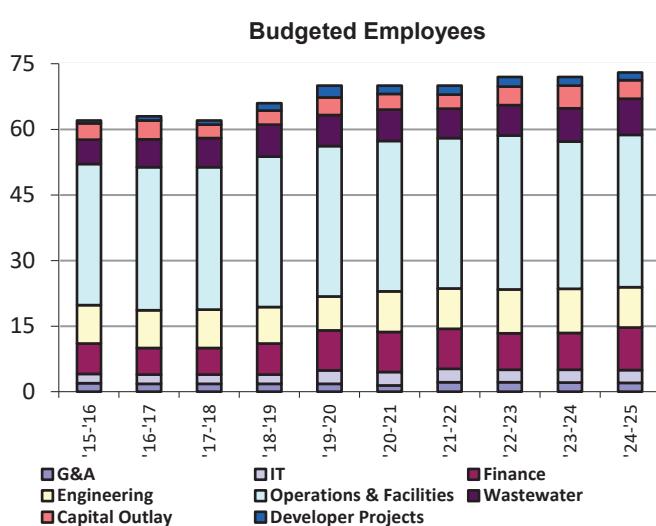
#### Energy

The budget expects that expenditures for energy to pump water to the District's customers will increase compared to the current fiscal year estimated actual. Total energy costs, including electricity and natural gas, and pump station maintenance are budgeted at \$3,411,900 up \$297,175 or 9.5% from the Fiscal Year 2023-2024 estimated actual of \$3,114,725. 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

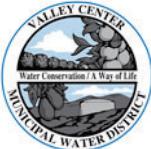
##### Staffing Levels

Staffing necessary to maintain operating, maintenance and administrative service levels for Fiscal Year 2024-25 is proposed at 73 full-time equivalent (FTE's) positions; up one position from that authorized in the Fiscal Year 2023-24 Budget. There are three employees that will be retiring in the coming year. The District's Water Systems Supervisor will be retiring in August 2024; the Special Projects and Compliance Manager and a Construction Inspector will be retiring in December 2024. Management staff will endeavor to fill any open positions with internal transfers.



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

	2023-24	2024-25
General Administration	2.10	2.00
Information Technology	2.90	2.93
Finance	8.45	9.75
Engineering	10.05	9.24
Operations & Facilities	<u>33.70</u>	<u>34.84</u>
Total General Fund	57.20	58.76
Lower Moosa Sewer Treatment	3.88	4.54
Woods Valley Ranch Sewer	3.74	3.69
Total Operating	64.82	66.99
Capital Outlay	5.21	4.27
Developer Projects	1.97	1.74
<b>TOTAL</b>	<b>72.00</b>	<b>73.00</b>



### Personnel Costs

General Fund personnel costs (excluding capital allocations) for Fiscal Year 2024-25 are estimated at \$11,745,700. This represents an increase of \$801,600 or 7.3% from the Fiscal Year 2023-24 budget of \$10,944,100. The increase is due to a 4.75% cost of living (COLA) adjustment, promotions, and within range merit increases of 2.1%. Additionally, there is less labor allocations to capital in Fiscal Year 2024-25 as compared to the prior year.

### Other Expenditures

Controlling the cost of operating the District continues to be an ongoing focus. Costs controlled by the District of \$15,372,010 for 2024-25 are \$610,905 or 4.1%, higher than Fiscal Year 2023-24, 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.

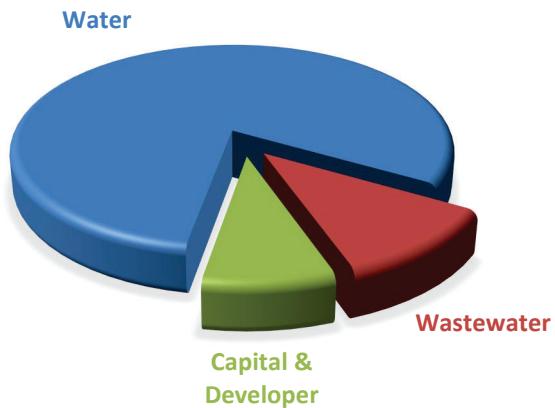
### **WATER (GENERAL FUND) CAPITAL BUDGET**

The Capital Outlay Budget for Fiscal Year 2024-25 include only continuing projects that are carried forward from Fiscal Year 2023-24. No new capital projects are proposed at this time. Instead a list of Priority Listed Capital Projects has been developed for possible appropriation as a mid-year budget adjustment. Approval of which will depend on the financial results of Fiscal Year 2023-24 and the sales volume during the first 6-months of Fiscal Year 2024-25. Refer to Appendix E for further details.

Capital projects included in this budget consist of the following:

Pipelines and Pressure Reducing Valves	\$	1,992,981
Reservoirs		1,459,998
Data Management Systems		825,333
Facilities & Pump Stations		207,460
Equipment Replacement		456,537
Total Project appropriations carried forward from prior budget	\$	4,942,309
New Appropriations	\$	-
<b>TOTAL Capital Budget</b>	<b>\$</b>	<b>4,942,309</b>

### ALLOCATION OF LABOR





*Construction progress of Lilac Road Pipeline Upsizing Project.*

Setting aside replacement reserves for aging facilities is of utmost importance to the District. Historically the District has funded the majority of its new or expanded facility requirements with 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, net of debt service requirements. Funding for the water capital projects comes from:

Continuing Projects Reserve	4,792,309
Pending SRF Loan Proceeds	\$ 150,000
<b>TOTAL Capital Budget</b>	<b><u>\$ 4,942,309</u></b>

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 pipeline facilities are replaced when County of San Diego road improvements force relocation or private development projects provide the opportunity to replace an existing facility.

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.

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. However, in this time of ever decreasing water sales coupled with increasing wholesale costs a more explicit and systematic approach is necessary.



Depreciation of utility plant assets is an economic fact that is easily identifiable and can be given explicit and systematic recognition as a cost of rendering service. Included in the Budget for Fiscal Year 2024-25, is an expense item for Depreciation as a measure to fund future Capital Improvement projects. The value of annual depreciation in the Fiscal year 2024-2025 Budget is \$3,359,000 and will be set aside to plan for and fund the Capital Improvement Projects in the following Fiscal Year 2025-26.

### **MOOSA WASTEWATER TREATMENT FUND**

The Moosa Wastewater Treatment Plant serves approximately 2,473 customers in a limited geographic area on the west side of the District. For Fiscal Year 2024-25, budgeted operating revenues of \$2,466,190 are up \$348,660, or 16.5%, from the previous year budget. This is a result of the fixed Capital Improvement Charge implemented for the full year as well as a 5.1% increase to the wastewater service charge and the low pressure wastewater collection system maintenance fee. The major components of the budgeted operating expenses are summarized as follows:



*Birdseye view of the Lower Moosa Canyon Water Reclamation Facility.*

#### **RECAP OF MOOSA WASTEWATER TREATMENT BUDGET**

	2023-24 Adopted Budget	2024-25 Proposed Budget			Percent Change
<b>Revenues</b>	\$ 2,117,530	100.0%	\$ 2,466,190	100.0%	\$ 348,660 16.5%
<b>Operating Expenses:</b>					
Labor	\$ 727,500	34.4%	\$ 855,700	34.7%	\$ 128,200 17.6%
Electricity	106,000	5.0%	162,000	6.6%	56,000 52.8%
Chemicals	34,000	1.6%	35,000	1.4%	1,000 2.9%
Administrative allocation	243,949	11.5%	283,488	11.5%	39,539 16.2%
Maintenance	80,000	3.8%	96,000	3.9%	16,000 20.0%
Vehicle Maintenance	4,000	0.2%	4,000	0.2%	- 0.0%
Regulatory	41,000	1.9%	41,000	1.7%	- 0.0%
Outside Services	115,100	5.4%	159,700	6.5%	44,600 38.7%
Insurance	19,100	0.9%	23,470	1.0%	4,370 22.9%
Debt Service Interest	-	0.0%	84,551	3.4%	84,551 100.0%
Other	38,700	1.8%	54,100	2.2%	15,400 39.8%
<b>Total Operating Expenses</b>	\$ 1,409,349	66.6%	\$ 1,799,009	72.9%	\$ 389,660 27.6%
<b>Net Operating Income</b>	708,181	33.4%	667,181	27.1%	41,000 5.8%
Capital Projects	(1,469,500)		(895,500)		574,000
<b>Net Change</b>	\$ (761,319)		\$ (228,319)		\$ 615,000



## Valley Center Municipal Water District

# Budget Message

Staff is projecting that the Moosa operating revenues will exceed the projected operating expenses for a budget surplus of \$667,181.

The preliminary budget includes an increase to the wastewater service charge and the low pressure wastewater collection system maintenance fee of 5.1% each to offset inflationary impacts. The current wastewater service charge of \$61.72 is proposed to increase \$3.14 to \$64.86 and the low pressure wastewater collection system maintenance fee of \$50.93 is proposed to increase \$2.59 to \$53.52. The Capital Improvement Charge will generate a full year revenue stream of approximately \$358,000 compared to \$149,000 last fiscal year which only covered a five-month period.

The budgeted surplus of \$667,181 is necessary in order to meet the debt coverage requirements of the State Water Resources Control Board for future Clean Water State Revolving Fund (CWSRF) Loans. The Moosa Master Plan, approved in February 2023 outlines the capital improvement requirements over the next 20 years and discusses the need for leveraging the net sewer service charge revenues through short-term funding from the District's General Fund and long-term Clean Water State Revolving Fund (CWSRF) Loans. Refer to page 11-8 for details regarding Capital Outlay requirements at the Lower Moosa Water Reclamation Facility.



Moosa Aeration Air Piping Upgrade.



Moosa Clarifier No. 1 Upgrade.



## Valley Center Municipal Water District

# Budget Message

### **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 135 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**

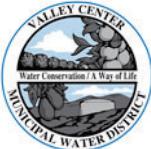
	2023-24 Adopted Budget	2024-25 Proposed Budget				Percent Change
Revenues	\$ 1,739,695	100.0%	\$ 1,867,557	100.0%	\$ 127,862	7.3%
<b>Operating Expenses:</b>						
Labor	\$ 632,400	36.4%	\$ 652,100	34.9%	\$ 19,700	3.1%
Electricity	80,000	4.6%	148,000	7.9%	68,000	85.0%
Chemicals	32,500	1.9%	44,500	2.4%	12,000	36.9%
Administrative allocation	195,207	11.2%	253,229	13.6%	58,022	29.7%
Maintenance	38,500	2.2%	38,500	2.1%	-	0.0%
Vehicle Maintenance	1,700	0.1%	1,700	0.1%	-	0.0%
Regulatory	31,500	1.8%	32,500	1.7%	1,000	3.2%
Outside Services	72,500	4.2%	145,000	7.8%	72,500	100.0%
Insurance	19,100	1.1%	23,470	1.3%	4,370	22.9%
Other	12,350	0.7%	12,850	0.7%	500	4.0%
<b>Total Operating Expenses</b>	<b>\$ 1,115,757</b>	<b>64.1%</b>	<b>\$ 1,351,849</b>	<b>72.4%</b>	<b>\$ 236,092</b>	<b>21.2%</b>
<b>Net Operating Income</b>	<b>623,938</b>	<b>35.9%</b>	<b>515,708</b>	<b>27.6%</b>	<b>(108,230)</b>	<b>-17.3%</b>
<b>Capital Projects</b>	<b>(824,300)</b>		<b>(27,000)</b>		<b>797,300</b>	
<b>Net Change</b>	<b>\$ (200,362)</b>		<b>\$ 488,708</b>		<b>\$ 689,070</b>	

The increase of \$127,862 or 7.3% in Revenues is due to the increased number of connected services.

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 2024-25.



Woods Valley Ranch WRF recycled water on the Native Oaks Golf Club.



### **WOODS VALLEY RANCH EXPANSION FUND**

This fund consists of multiple projects for the planning, design and construction of various components of the Woods Valley Ranch Wastewater Expansion Project ("Expansion Project"). Funding for the Expansion Project was 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 three Clean Water State Revolving Fund (SRF) Loans and two Limited Obligation Improvement Bonds issued by the assessment district (See Debt following next for more detail).

The current service area has an ultimate wastewater demand of 525,000 gallons per day which includes providing wastewater service to both the South and North Village areas. The various components of the Phase 2 Expansion Project consisted of constructing a low-pressure wastewater collection system, forcemain and lift station in the South Village Area, a seasonal storage facility on Charlan Road, the expansion of the WVRWRF, and a low-pressure wastewater collection system and forcemain in the North Village Area. The last of the work was completed in December 2019. Since that time, property owner participants in the Expansion Project have connected to the system and paid annual assessments to fund the debt service payments of the SRF Loans and Assessment District Bonds used to fund the work. For Fiscal Year 2024-25, the total annual assessments for Assessment District 2012-1 are budgeted at \$1,165,000.

On May 18, 2020, at the request of the developer, Touchstone Communities, a Community Facilities District (CFD), was formed encompassing the Park Circle East/West developments to allocate the cost of wastewater capacity to the individual residential parcels based on the type and size of the homes as opposed to an Equivalent Dwelling Unit basis. The wastewater capacity costs included the CFD's share of the assessment district debt, construction of the Orchard Run Lift Station and future design and construction of the Phase 3 facilities needed for the balance of the development and would be funded from the Special Tax levy authorized with formation of the CFD. Touchstone Communities provided financial securities for the design and construction of the Orchard Run Lift Station and the Phase 3 Facilities in accordance with CFD Financing Agreement until such time as CFD Bonds could be sold to reimburse the developer. Construction of the Orchard Run Lift station was completed in Fiscal Year 2023-24. The Board of Directors authorized staff to proceed with the issuance of special tax bonds needed to reimburse the developer for the construction of Orchard Run Lift Station. The sale and issuance of Bonds is expected to occur by the end of Calendar Year 2024. The total special tax to be collected in Fiscal Year 2024-25 is budgeted at \$889,000.



*Orchard Run Lift Station at completion of construction.*



*Aerial view of Park Circle and Bear Peak Developments,  
Woods Valley Ranch WRF.*

### **DEBT**

The District currently has three separate Clean Water State Revolving Fund (SRF) Loans; one each for the Woods Valley Ranch Expansion Project (Expansion Project) Collection System, Treatment Facilities, and Seasonal Storage Improvements. The total amount of the three loans is \$24,772,974 at 2.20% annual interest. 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 12-7A, 12-7B and 12-7C under the Woods Valley Expansion tab for detailed schedules). Debt service payments amount to \$1,542,388 for Fiscal Year 2024-25. The total outstanding balance of all three loans at end of Fiscal Year 2024-25 is expected to be \$16,109,155.

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 6-10A under the Finance tab for a detailed schedule). Repayment of this debt began in July 2017. The Debt Service payment for Fiscal Year 2023-24 totals \$220,421. The total outstanding balance at the end of Fiscal Year 2024-25 is expected to be \$2,397,943.

Assessment District 2012-1 (AD 2012-1) issued Limited Obligation Improvement Bonds, the first in July 2018, and the second April 2022 under the Improvement Act of 1915 to fund the fourth Expansion Project component, the North Village Collection System, in the amount of \$4,035,000 and \$700,000, respectively, 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 September 5, 2023 the Board of Directors approved the extension of the Strategic Plan outlined below for an additional 3-years through Fiscal Year 2025-26.

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.

The Strategic Plan has come to the end of the initial five-year term. Normally it would be customary to initiate a planning process for the next 5-year Strategic Plan. However, with an impending change in organizational leadership in the next 2-3 years, staff suggested that the current plan be extended through FY 2025-26 and provide new staff leadership, the opportunity to develop with the Board, the new 5-Year Strategic Plan. The extension was approved in September 2023.

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 2023.

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 2023 totaled 498.3 acre feet, 4.1% of total water sold, representing \$737,976.

**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, 2023 represent 4.5 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 2023 was 3.275% as compared to the 12-month rolling average U.S. Treasury Bonds of 5.095%.

**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 11.1% of Municipal & Industrial and 14.6% 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 106.0% 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.

Four projects were completed in Calendar Year 2023 at 8.0% over the Engineer's estimate.

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

Of the fifteen Engineering Department projects with approved funding all were under contract within 12 months.

**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 2023 service reliability was 99.999%.

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

The District had five recordable accidents with zero lost time in Calendar Year 2023.

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

100%.

## **STRATEGIC PLAN GOALS – 2018-19 to 2022-23 (extended thru 2025-26)**

### **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 2024-25 budget are summarized for your action as follows:

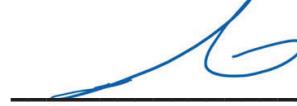
- Adopt the budget as presented (or modified by your Board) for implementation retro-active to July 1, 2024.
- In accordance with Administrative Code Section 160.3(g), implement rate changes from the Metropolitan Water District and the County Water Authority when incurred.

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

#### **PREPARED BY:**

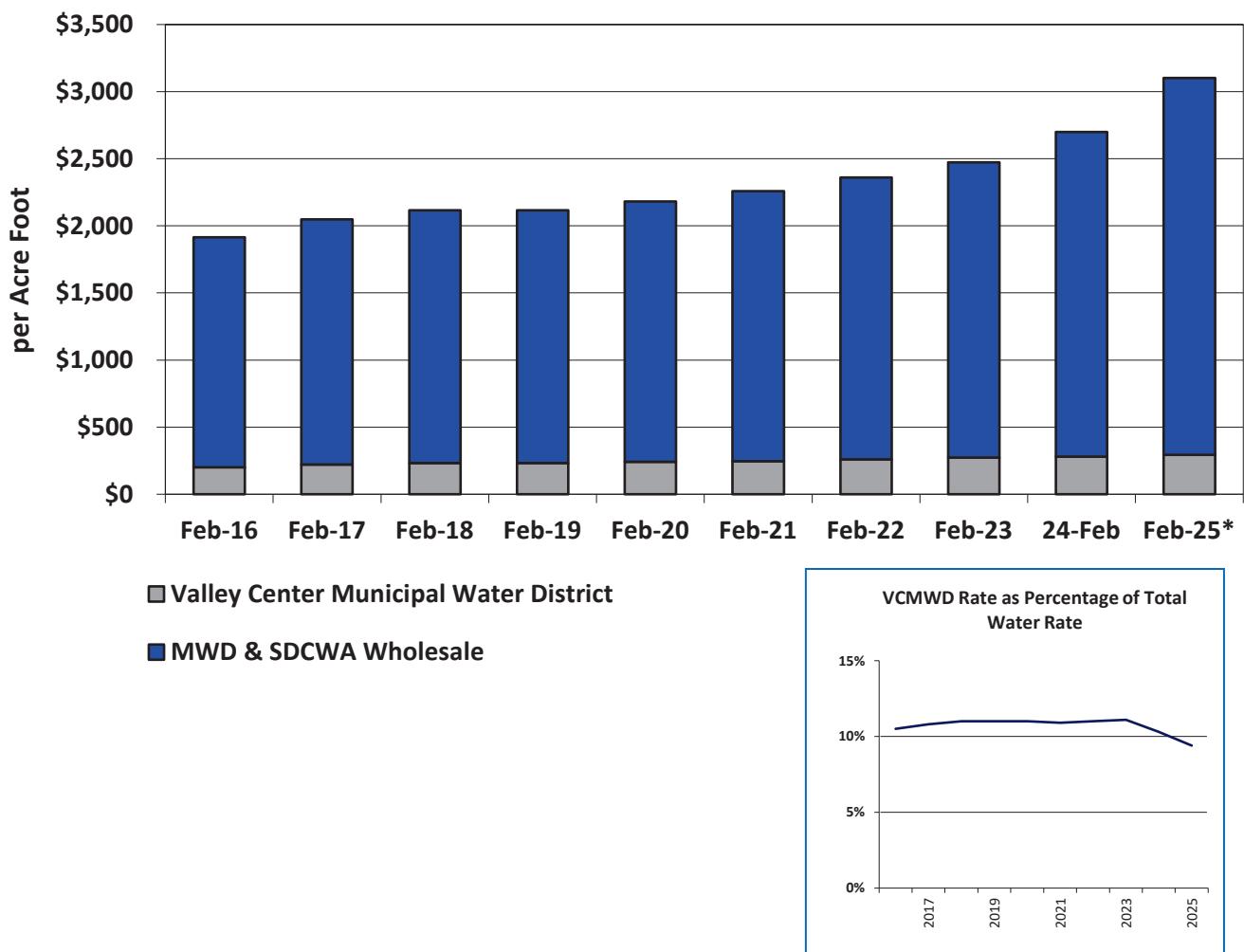
  
\_\_\_\_\_  
James V. Pugh  
Director of Finance & Administration

#### **APPROVED BY:**

  
\_\_\_\_\_  
Gary T. Arant  
General Manager



## Water Rate Components



<u>Rate in Dollars per Acre Foot</u>	<u>Feb 2016</u>	<u>Feb 2017</u>	<u>Feb 2018</u>	<u>Feb 2019</u>	<u>Feb 2020</u>	<u>Feb 2021</u>	<u>Feb 2022</u>	<u>Feb 2023</u>	<u>Feb 2024</u>	<u>Feb 2025*</u>
Valley Center Municipal Water District	\$201	\$221	\$232	\$232	\$241	\$246	\$260	\$274	\$279	\$293
MWD/SDCWA wholesale	<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>	<u>2,199</u>	<u>2,421</u>	<u>2,809</u>
Total	<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>	<u>\$2,473</u>	<u>\$2,700</u>	<u>\$3,102</u>
Agricultural Use Discounts **	<u>\$533</u>	<u>\$550</u>	<u>\$564</u>	<u>\$537</u>	<u>\$566</u>	<u>\$545</u>	<u>\$584</u>	<u>\$593</u>	<u>\$676</u>	<u>\$909</u>

\* Proposed water rates

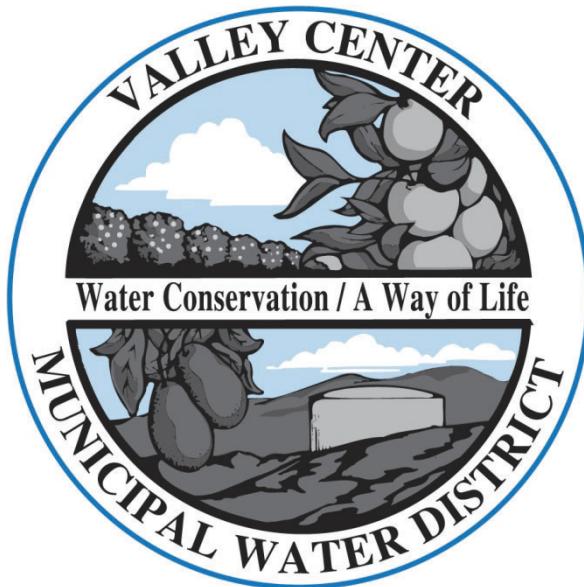
\*\* Maximum discount available.



## Valley Center Municipal Water District

## Budget Message

This page intentionally left blank



# Adopted Resolutions & Ordinances

**RESOLUTION NO. 2024-28**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
VALLEY CENTER MUNICIPAL WATER DISTRICT  
ADOPTING THE FINAL OPERATING AND CAPITAL BUDGET  
FOR THE FISCAL YEAR 2024-2025 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 2024-2025 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 2024-2025.
2. That the amounts designated in the final Fiscal Year 2024-2025 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 \$50,000 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 \$15,000 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 19<sup>th</sup> day of August, 2024, by the following vote to wit:

**AYES:** *Directors Ferro, Smith, and Ness*

**NOES:** *None*

**ABSENT:** *Directors Holtz and Stehly*



Enrico Ferro, **Board President**

**ATTEST:**



Kirsten Peraino, **Board Secretary**



## Valley Center Municipal Water District

## EXHIBIT A

### 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, 2024</b>	\$ 6,511,243	\$ 220,420	\$ 5,860,690	\$ 12,592,353	\$ 2,213,308	\$ 3,586,130	\$ 6,313,410	\$ 24,705,202
<b>RECAP OF EXPENDITURES BY FUNCTION</b>								
General Administration	\$ 960,757			\$ 960,757				\$ 960,757
Information Technology	\$ 1,114,337			\$ 1,114,337				\$ 1,114,337
Finance	\$ 2,861,294	\$ 40,529		\$ 2,901,823			\$ 459,974	\$ 3,361,797
Engineering	\$ 2,107,463			\$ 2,107,463				\$ 2,107,463
Operations & Facilities	\$ 8,459,109			\$ 8,459,109	\$ 1,799,009	\$ 1,351,849		\$ 11,609,967
Source of Supply	\$ 31,439,942			\$ 31,439,942				\$ 31,439,942
Depreciation Expense		\$ 3,359,000	\$ 3,359,000					\$ 3,359,000
Capital Projects		\$ -	\$ -	\$ 895,500	\$ 27,000	\$ -	\$ -	\$ 922,500
<b>Total Budgeted Expenditures</b>	<b>\$ 46,942,902</b>	<b>\$ 40,529</b>	<b>\$ 3,359,000</b>	<b>\$ 50,342,431</b>	<b>\$ 2,694,509</b>	<b>\$ 1,378,849</b>	<b>\$ 459,974</b>	<b>\$ 54,875,763</b>
<b>SOURCE OF FINANCING</b>								
Revenues:								
Water Sales	\$ 34,453,000			\$ 34,453,000				\$ 34,453,000
Meter Service Charges/Wastewater Charges	\$ 8,990,000			\$ 8,990,000	\$ 2,466,190	\$ 1,867,557	\$ 1,621,082	\$ 14,944,829
New Connection Sales	\$ 346,950	\$ 276,000	\$ 622,950					\$ 622,950
Other Revenue	\$ 1,136,136			\$ 1,136,136				\$ 1,136,136
Investment Income	\$ 2,050,000			\$ 2,050,000				\$ 2,050,000
Property Taxes		\$ 3,529,000	\$ 3,529,000					\$ 3,529,000
Water Availability Charges	\$ 220,422	\$ 344,578	\$ 565,000					\$ 565,000
<b>Total Revenues</b>	<b>\$ 46,976,086</b>	<b>\$ 220,422</b>	<b>\$ 4,149,578</b>	<b>\$ 51,346,086</b>	<b>\$ 2,466,190</b>	<b>\$ 1,867,557</b>	<b>\$ 1,621,082</b>	<b>\$ 57,300,915</b>
<b>NET REVENUES &amp; EXPENDITURES</b>	<b>\$ 33,184</b>	<b>\$ 179,893</b>	<b>\$ 790,578</b>	<b>\$ 1,003,655</b>	<b>\$ (228,319)</b>	<b>\$ 488,708</b>	<b>\$ 1,161,108</b>	<b>\$ 2,425,152</b>
<b>Adjustments to Cash Basis</b>								
Add:								
DEPRECIATION EXPENSE		\$ 3,359,000	\$ 3,359,000					\$ 3,359,000
		\$ -	\$ -					
Less:								
EXPENDITURES OF CONTINUING PROJECT	\$ -	\$ -	\$ (4,942,309)	\$ (4,942,309)	\$ (1,391,031)	\$ (968,005)	\$ (3,793,132)	\$ (11,094,477)
NEW CAPITAL PROJECT EXPENDITURES			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE PRINCIPAL		\$ (179,893)	\$ -	\$ (179,893)	\$ (201,071)		\$ (1,162,414)	\$ (1,543,378)
NET DEBT PROCEEDS							\$ 1,001,299	\$ 1,001,299
TRANSFER: (See page 3-3)	\$ 107,053	\$ -	\$ (3,325,816)	\$ (3,218,763)	\$ 1,995,500	\$ (895,500)	\$ -	\$ (2,118,763)
<b>ESTIMATED BALANCE, JUNE 30, 2025</b>	<b>\$ 6,651,480</b>	<b>\$ 220,420</b>	<b>\$ 1,742,143</b>	<b>\$ 8,614,043</b>	<b>\$ 2,388,387</b>	<b>\$ 2,211,333</b>	<b>\$ 3,520,271</b>	<b>\$ 16,734,034</b>

June 3, 2024

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

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

**SUBJECT: RESOLUTION TO ESTABLISH APPROPRIATION LIMIT FOR 2024-2025**

**PURPOSE:**

Board adoption of Resolution No. 2024-13 establishing the appropriation limit for proceeds from taxes is required by Section 7910 of the Government Code and Article XIIIIB of the State Constitution (Gann Amendment).

**SUMMARY:**

In November, 1979, the voters of California approved the addition of Article XIIIIB 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 approximately 7% from general property taxes. The District is required to comply with the legislation by establishing an appropriation limit for the amount it does receive from property taxes. The 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 2024-2025.

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 9, 2024, in compliance with this requirement.

**RECOMMENDATION:**

That Resolution No. 2024-13 be adopted to establish the appropriation limit for 2024-2025 as \$9,056,271.

**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 3, 2024, at 2:00 P.M. at 29300 Valley Center Road, the Board of Directors will, by resolution, establish the District's 2024-25 appropriation limit pursuant to Article XIIIIB of the State Constitution as amended by Proposition 111 effective July 1, 1990. The appropriation limit for 2024-25 is to be set at \$9,056,271 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.

Fiscal Year	Price Increases (1)	Population Increases	Appropriation Limit
<b>Proceeds of Taxes Base Year</b>			
1986-87			\$855,392
<b>Annual adjustment factors:</b>			
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
2022-23	7.55% (a)	-0.08%	\$8,342,570
2023-24	4.44% (a)	0.00%	\$8,712,980
2024-25	3.62% (a)	0.31%	\$9,056,271

Posted May 9, 2024

  
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. 2024-13**

**RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY  
CENTER MUNICIPAL WATER DISTRICT TO ESTABLISH THE  
APPROPRIATION LIMIT FOR THE 2024-2025 FISCAL YEAR**

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

**WHEREAS**, effective July 1, 1990, Article XIIIIB 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 XIIIIB 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 XIIIIB 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

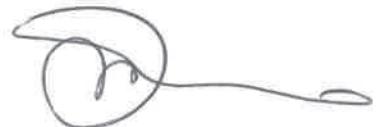
**WHEREAS**, the Board has fully considered said laws, the revenues and expenditures of the District during the relevant years, the data received from the State of California Department of Finance, the reports and recommendations of staff, and the opinions of counsel;

**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 2023-24 fiscal year was \$8,712,980, and that the proceeds of taxes to be received in that year, in the amount of approximately \$3,444,600, did not exceed that appropriation limit.
3. That in determining the appropriation limit for 2024-2025, 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 2024-2025, 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 XIIIIB, as amended, and Section 7910 of the Government Code, as amended, the appropriation limit for Valley Center Municipal Water District for the 2024-2025 fiscal year is established at \$9,056,271.

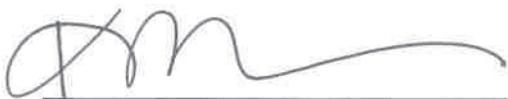
**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of  
**VALLEY CENTER MUNICIPAL WATER DISTRICT** held the 3<sup>rd</sup> day of June, 2024, by  
the following vote, to wit;

**AYES:** *Directors Ferro, Smith, Ness, and Stehly*  
**NOES:** *None*  
**ABSENT:** *Director Holtz*



Enrico P. Ferro, President

ATTEST:



Kirsten N. Peraino, Secretary

ORDINANCE NO. 2024-11

ORDINANCE OF THE VALLEY CENTER MUNICIPAL  
WATER DISTRICT AMENDING THE ADMINISTRATIVE  
CODE TO PROVIDE FOR CHANGES IN AUTHORIZED  
STAFFING LEVELS PER THE FISCAL YEAR 2024-25  
BUDGET 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 Classification and Compensation Plan by modification of Article 8 Section 8.9(c) Position Classification and Salary Range Numbers 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 organization chart and the authorized staffing level by the modification of Section 40.11 as set forth on "Exhibit B" attached hereto.

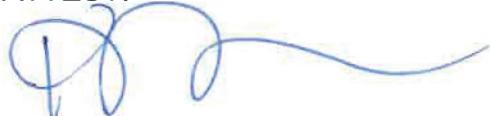
PASSED AND ADOPTED at a regular meeting of the Board of Directors of the **VALLEY CENTER MUNICIPAL WATER DISTRICT** held on the 19<sup>th</sup> day of August, 2024, by the following vote, to wit:

**AYES:** *Directors Ferro, Smith, and Ness*  
**NOES:** *None*  
**ABSENT:** *Directors Holtz and Stehly*



Enrico Ferro, *Board President*

ATTEST:



Kirsten Peraino, *Board Secretary*

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

(c) Classification and Compensation Plan (Cont'd.)  
*Effective 07/01/2024, at mid shift*

<u>Classifications</u>	<u>Salary Range Number</u>
<b>As set by Board</b>	
<b>General Manager</b>	
Executive Assistant/Secretary to the Board	25
Special Projects and Compliance Manager	31
<b>Administrative/Clerical Series</b>	
Administrative Assistant I	14 (1)
Administrative Assistant II	16
Administrative Assistant II/Assistant Board Secretary	17
Administrative Assistant III	18
Administrative Assistant III/Assistant Board Secretary	19
Sr. Administrative Assistant	21
Administrative Supervisor	23
<b>Engineering Series</b>	
District Engineer /Deputy General Manager	37.6
Senior Engineer	34
Project Coordinator	27
Project Manager	30.5
Engineering Technician I	19 (1)
Engineering Technician II	21
Engineering Technician III	23
Sr. Engineering Technician	25
Engineering Services Supervisor	27
GIS/Mapping Technician	21
GIS Analyst	23
Senior GIS Analyst	25
<b>Construction Inspector I</b>	<b>18.5</b>
<b>Construction Inspector II</b>	<b>20.5</b>
Construction Inspector III	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
Accounting Specialist I	18
Accounting Specialist II	21
Manager of Accounting/Deputy Director of Finance & Administration	33

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

Sec. 8.9 Compensation Policy - Position Classifications and Salary Ranges (Cont'd.)(c) Classification and Compensation Plan (Cont'd.)  
*Effective 07/01/2024, at mid shift*

<u>Classifications</u>	<u>Salary Range Number</u>
<b>Finance (Cont'd)</b>	
Consumer Services Assistant	16
Sr. Consumer Services Assistant	18
Consumer Services Supervisor	25
<b>Manager of Human Resources</b>	<b>31</b>
Human Resources Analyst	25
<b>Information Technology Series</b>	
Director of Information Technology	36.6
Information Technology Specialist	23 (1) (2)
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
<b>Environmental Compliance Manager/Deputy Director of Operations &amp; Facilities</b>	<b>29.5</b>
Safety & Regulatory Compliance Officer	25.0
<b>Construction-Maintenance, Landscape Division</b>	
Construction/Maintenance Technician I	17 (1) (2)
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 (1) (2)
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 (1) (2)
Meter Services Technician II	19.5
Meter Services Technician III	21.5
Sr. Meter Services Technician	23.5
Meter Services Supervisor	27

Notes:

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

(2) 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)

Sec. 8.9 Compensation Policy - Position Classifications and Salary Ranges (Cont'd.)(c) Classification and Compensation Plan (Cont'd.)  
*Effective 07/01/2024, at mid shift*

<u>Classifications</u>	<u>Salary Range Number</u>
<b>Pumps-Motors, Electrical, Fleet Maintenance Division</b>	
Pump Facilities Technician I	17 (1) (2)
Pump Facilities Technician II	19.5
Pump Facilities Technician III	21.5
Sr. Pump Facilities Technician	23.5
Pumps and Motors Supervisor/Deputy Director of Operations & Facilities	27.5 <b>27</b>
Electrical Technician I	17
Electrical Technician II	19.5
Electrician	21.5
Sr. Electrician	23.5
Fleet Mechanic I	17 (1) (2)
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 (1) (2)
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 (1) (2)
Water Systems Technician II	19.5
Water Systems Technician III	21.5
Sr. Water Systems Technician	23.5
Water Systems Supervisor	27

Notes:

- (1) Employees may be hired in the "Training Range", as defined by Section 5.3(e), hired at 15% below classification level.
- (2) 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)

ARTICLE 40    Organization of StaffSec. 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.

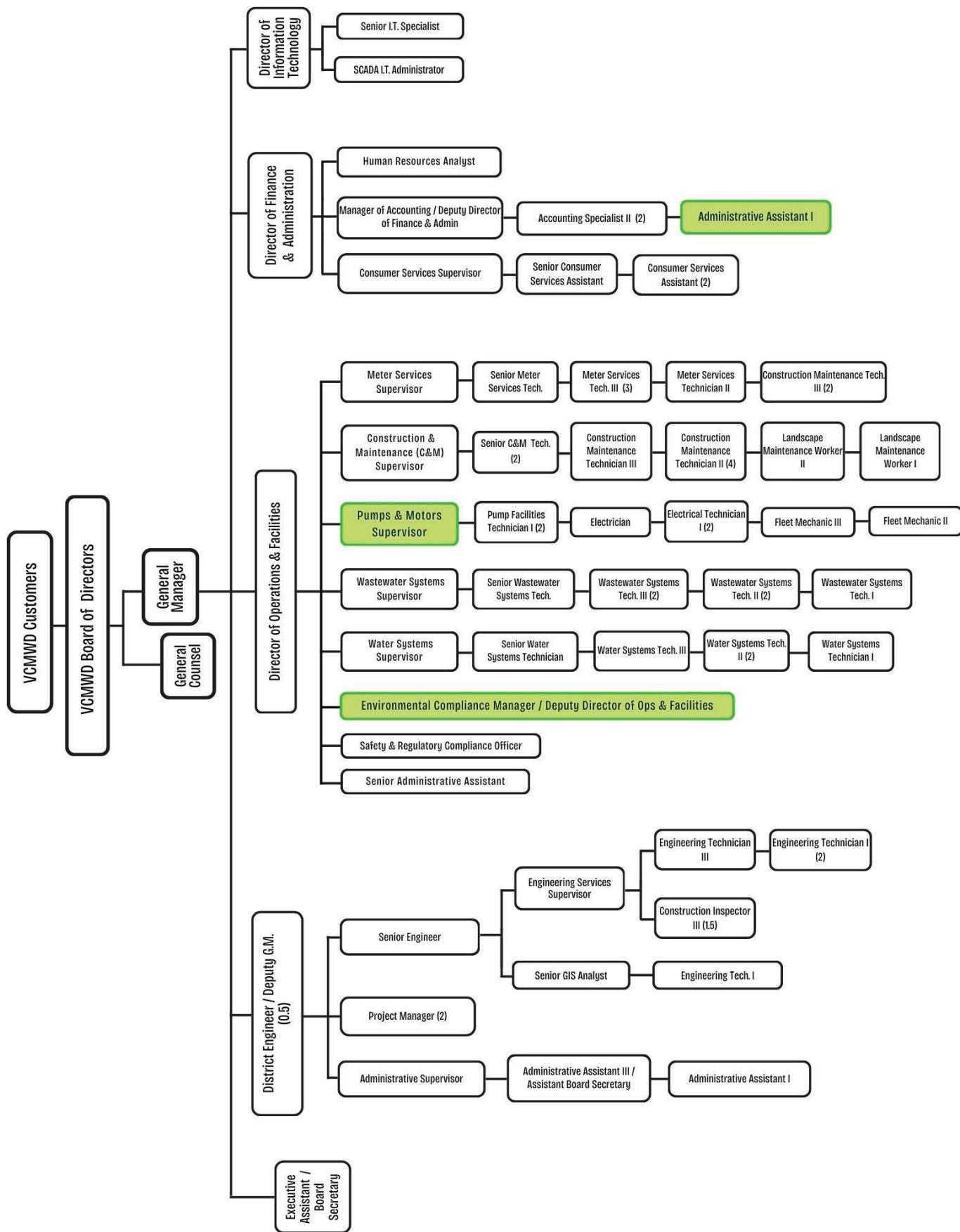
This person shall be responsible for overall planning, organizing, and execution of all Information Technology functions. This includes directing all IT operations as well as the support and maintenance of existing infrastructure, applications, and development of new technical solutions.

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	3.00 <b>2.00</b>
Information Technology	3.00
Finance	9.00 <b>10.00</b>
Engineering	15.00
Operations & Facilities	<u>42.00</u> <b>43.00</b>
Total Authorized Positions	<u>72.00</u> <b>73.00</b>

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.

Sec.40.11 Organizational Chart (cont'd) .11 Organizational Chart

June 17, 2024

**TO: Honorable President and Board of Directors**  
**FROM: Gary Arant, General Manager**  
**SUBJECT: APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) FOR  
FY 2024-2025, 2025-2026, 2026-2027, 2027-2028 AND 2028-2029  
BETWEEN VCMWD AND THE VCMWD EMPLOYEES' ASSOCIATION  
AND ADOPTION OF ORDINANCE NO. 2024-08 APPROVING  
ADMINISTRATIVE CODE CHANGES REQUIRED FOR  
IMPLEMENTATION OF THE MOU.**

**PURPOSE:**

To seek final Board approval of the above referenced Memorandum of Understanding (copy attached) (MOU) between VCMWD and the VCMWD Employees' Association (VCEA) and adoption of Ordinance 2024-08 approving District Administrative Code changes required for the implementation of the MOU.

**SUMMARY:**

On Wednesday, June 5, 2024, VCEA voted to accept the attached MOU based upon the Board's last offer which included:

- **Contract Term** – 5 years (Fiscal Year 2024-2025 through Fiscal Year 2028-2029).
- **4.75% Cost of Living Adjustment for FY 2024-2025** – Award to become effective mid-shift on Friday, June 28, 2024 and reflected in paychecks for the pay period ending Friday, July 12, 2024.
- **Cost of Living Adjustment Formula –**

**July 1, 2025, July 1, 2026, July 1, 2027, and July 1, 2028** – The COLA award in subsequent years of the MOU shall be effective July 1 of 2025, July 1 of 2026, July 1 of 2027, and July 1 of 2028 and will be based on United States Department of Labor Statistics San Diego - Carlsbad Consumer Price Index for All Urban Consumers (CPI-U), unadjusted, as measured from January 1 through December 31 of the preceding calendar year with an award floor of 2.50% and an award cap of 4.75%.

- **Employee Probation** – Probationary period to reflect a twelve-month (12) probationary period from the current six (6) month time frame. This will only apply to new hires, not to promotional probation of current regular employees.
- **Leave Death in the Family** – Administrative leave for a death in the family is expanded to five (5) days from four (4) days leave for all regular employees with qualification for leave based on controlling state law and remove the provision “and others as approved by the General Manager”.
- **457 Deferred Compensation Plan Match** – Beginning in the second year of the agreement, July 1, 2025, the District will match the contribution of all employee’s participating in the 457 Deferred Compensation Plan the sum of \$25.00 per pay period. Participating employees must contribute a minimum of \$25.00 to be eligible for the match.
- **Holidays** – Expand the current eight (8) hours of paid leave to sixteen (16) hours of paid leave as floating holiday.
- **Safety Shoes** – The purchase of up to two pair of safety shoes at a cost of not to exceed \$200.00 will increase to not to exceed \$300.00.
- **Hours of Work and Shift Differential Pay** – The work schedule on Fridays for Administrative Staff will be changed to match the Operations schedule, 7:00 am to 3:30 pm, from the current 7:30 am to 4:00 pm.

Adoption of Ordinance No. 2024-08 will make the required changes to Articles 2, “Leave”, 5 “Employment Specifics”, 6 “Performance”, and 8, “Compensation” required to implement the MOU. The required Administrative Code changes are appended to Ordinance 2024-08.

In addition, there are two items that the District and the VCEA agreed would be further explored outside of the Meet and Confer Process by a joint District/VCEA Workgroup. The items are as follows –

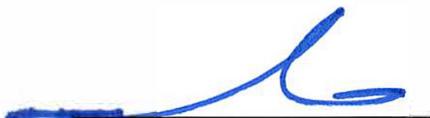
1. Development of a lower cost Consumer Driven Health Plan (CDHP), to be brought forward for approval by the VCEA and adoption by the Board prior to open enrollment at the end of Calendar 2024; and
2. Development of a Telecommute Policy to be brought forward for possible adoption by the VCEA and the Board by the end of Calendar 2024.

**RECOMMENDATION:**

After review and discussion, if so desired:

1. Approve the "Memorandum of Understanding Between the Employee Relations Officer of Valley Center Municipal Water District and the Valley Center Municipal Water District Employees' Association for the Fiscal Years 2024-2025, 2025-2026, 2026-2027, 2027-2028, and 2028-2029," and
2. Adopt Ordinance 2024-08 making the necessary Administrative Code changes to implement the MOU.

**SUBMITTED BY:**



Gary Arant  
General Manager

Attachments

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE EMPLOYEES' RELATIONS OFFICER  
OF VALLEY CENTER MUNICIPAL WATER DISTRICT  
AND THE VALLEY CENTER MUNICIPAL WATER DISTRICT  
EMPLOYEES' ASSOCIATION FOR FISCAL YEARS  
2024-2025, 2025-2026, 2026-2027, 2027-2028 and 2028-2029**

This Memorandum of Understanding (hereinafter referred to as the "MOU") is made and entered into by and between the VALLEY CENTER MUNICIPAL WATER DISTRICT EMPLOYEES' ASSOCIATION (hereinafter referred to as "the Association") and THE EMPLOYEES' RELATIONS OFFICER OF VALLEY CENTER MUNICIPAL WATER DISTRICT (hereinafter referred to as "the District") in view of the following facts:

- A. The Association is an organization representing certain employees of the Valley Center Municipal Water District.
- B. Representatives of the Association and the District have met and conferred in good faith regarding wages, hours, and other terms and conditions of employment of employees represented by the Association.
- C. The District and the Association have reached an agreement for the fiscal years 2024-2025, 2025-2026, 2026-2027, 2027-2028 and 2028-2029 and desire to jointly prepare a written memorandum of such understanding, or the MOU, for presentation to the Board of Directors of the District.
- D. This MOU constitutes a mutual recommendation for wages and benefits to be jointly submitted to the Board of Directors of the District by the District's Employee Relations Officer and by the Association. This MOU will not be binding upon the Association and the District unless and until it is formally approved by the District Board of Directors.
- E. Unless so specified herein, all existing employee benefits and cost sharing established in prior MOUs shall remain in full force and effect for the term of this MOU.
- F. Unless otherwise specified herein, provisions of this MOU shall apply to all current and future District employees as described in the sections of this MOU and shall be effective as of July 1, 2024.

Now, therefore, with the adoption of this MOU, it is agreed as follows:

**1. Cost of Living Adjustment-** For the term of this MOU, the annual COLA awards shall be granted as follows:

- A. For FY 2024-2025** – 4.75% to become effective mid-shift on Friday, June 28, 2024 and reflected in pay checks for the pay period ending Friday, July 12, 2024.

**B. July 1, 2025, July 1, 2026, July 1, 2027, and July 1, 2028** - The COLA award in subsequent years of the MOU shall be effective July 1 of 2025, July 1 of 2026, July 1 of 2027, and July 1 of 2028 and will be based on United States Department of Labor Statistics San Diego - Carlsbad Consumer Price Index for All Urban Consumers (CPI-U)1 unadjusted, as measured from January 1 through December 31 of the preceding calendar year with an award floor of 2.50% and an award cap of 4.75%.

**2. Probationary Employees** – Section 6.2(c) of the Administrative Code shall be amended to change employee probation period from six (6) months to a twelve (12) month probationary period. This will only apply to new hires, not to promotional probation of current regular employees.

**3. Leave Death in the Family** – Section 2.1 of the Administrative Code shall be amended to expand to five (5) days from four (4) days, Administrative leave for all regular employees with qualification for leave based on controlling state law and to remove the provision “and others as approved by the General Manager”.

**4. 457 Deferred Compensation Plan Match** – Beginning July 1, 2025, the District will match the contribution of all employee’s participating in the 457 Deferred Compensation Plan the sum of \$25.00 per pay period. Participating employees must contribute a minimum of \$25.00 to be eligible for the match.

**5. Holidays** – Section 2.2 of the Administrative Code shall be amended to expand to sixteen (16) hours from eight (8) hours of paid leave, as a floating holiday, to be taken on an individual basis within the effective fiscal year period it is granted.

**6. Safety Shoes** – Section 8.14 of the Administrative Code shall be amended to update the purchase of up to two pair of safety shoes at a cost of “not to exceed \$200.00” to “not to exceed \$300.00”.

**7. Hours of Work and Shift Differential Pay** – Sections 5.7, 5.8, and 8.7 of the Administrative Code shall be amended to change the hours of work on Friday from 7:30 a.m. to 4:00 p.m. to 7:00 a.m. to 3:30 p.m.

**8. Supplemental Items** – A joint District/Valley Center Employees Association (VCEA) Workgroup is to be establish to explore the following items:

- A.** Developing a lower cost Consumer Driven Health Plan (CDHP), to be brought forward for approval by the VCEA and adoption by the Board prior to open enrollment at the end of calendar 2024; and
- B.** Development of a Telecommute Policy to be brought forward for possible adoption by the VCEA and the Board by the end of calendar 2024.

**9. Administrative Code Changes** – The Administrative Code changes associated with this MOU, specifically the July 1, 2024, COLA Award, will be implemented by District ordinance to be adopted by its Board of Directors on June 17, 2024.

IN WITNESS WHEREOF, the undersigned have signed this Memorandum of Understanding as of June 12, 2024.

EMPLOYEE RELATIONS OFFICER  
DESIGNEE OF THE VALLEY  
CENTER MUNICIPAL WATER  
DISTRICT



---

Gary T. Arant  
General Manager and Employee  
Relations Officer

VALLEY CENTER MUNICIPAL  
WATER DISTRICT  
EMPLOYEES' ASSOCIATION



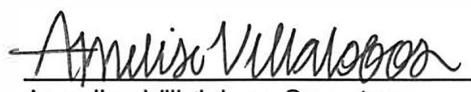
---

Michael Nichols, President



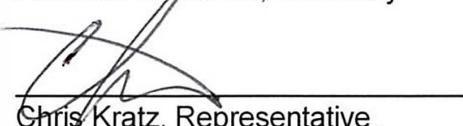
---

Fernando Carrillo, Vice President  
/Treasurer



---

Annalise Villalobos, Secretary



---

Chris Kratz, Representative



---

Jared Thomas, Representative



---

Michael Young, Representative

**ORDINANCE NO. 2024-08**

**ORDINANCE OF THE VALLEY CENTER MUNICIPAL  
WATER DISTRICT AMENDING THE ADMINISTRATIVE  
CODE TO INCORPORATE CHANGES PER THE APPROVED  
MEMORANDUM OF UNDERSTANDING WITH EMPLOYEES**

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 Standby Pay, Shift Differential Pay, and the District's Classification and Compensation Plan by modification of Article 8, Sections 8.6, 8.7, and 8.9(c) 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 Safety Shoes by modification of Article 8, Section 8.14 as set forth in "Exhibit A" attached hereto.
- Section 3. The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in Leave Death in the Family by modification of Article 2, Section 2.1 as set forth in "Exhibit B" attached hereto.
- Section 4. The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in Holidays by modification of Article 2, Section 2.2 as set forth in "Exhibit B" attached hereto.
- Section 5. The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in Probationary Employees by modification of Articles 5 and 6, Sections 5.3d and 6.2(c) as set forth in "Exhibit C" and "Exhibit D" attached hereto.
- Section 6. The VALLEY CENTER MUNICIPAL WATER DISTRICT Administrative Code be and it is amended to provide for changes in Hours of Work by modification of Article 8, Section 8.7 and Article 5, Sections 5.7 and 5.8 as set forth in "Exhibit A" and "Exhibit C" attached hereto.
- Section 7. That Ordinance No. 2024-08 takes effect June 28, 2024, mid-shift, to comply with the Memorandum of Understanding with the District Employees' Association.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the VALLEY CENTER MUNICIPAL WATER DISTRICT held on the 17<sup>th</sup> day of June, 2024, by the following vote, to wit:

**AYES:** *Directors Ferro, Holtz, Smith, Ness, and Stehly*  
**NOES:** *None*  
**ABSENT:** *None*



Enrico Ferro, *Board President*

ATTEST:



Kirsten Peraino, *Board Secretary*

Article 8      CompensationSec. 8.6      Standby Pay

(a) Standby Duty Pay. The employee assigned to the overnight standby duty shall receive ~~\$39.78~~ ~~\$41.67~~ 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 ~~\$76.15~~ ~~\$79.77~~ 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 7:00~~ a.m. to ~~4:00 3:30~~ p.m. for Office and Field Administrative personnel shall receive ~~\$1.79~~ ~~\$1.88~~ 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.

(c) Classification and Compensation Plan. Simultaneous with submission of the fiscal year budget, a list of all positions required for the coming year, along with the recommended salary range for each position, are submitted. The Board, after full consideration of the recommendations, shall adopt a classification and compensation plan.

The present District salary ranges are shown on the immediately following pages.

Article 8      Compensation (Cont'd.)

## Article 8

## Sec. 8.9(c) Salary Ranges

Updated with 4.75% COLA - Effective 6/28/24, Mid-Shift

RANGE NO.	BIWEEKLY SALARY RANGE		MONTHLY SALARY RANGE		YEARLY SALARY RANGE		HOURLY SALARY RANGE	
	MIN	MAX	MIN	MAX	MIN	MAX	MIN	MAX
Gen Mgr *	\$9,773.84	\$9,773.84	\$21,176.65	\$21,176.65	\$254,119.84	\$254,119.84	\$122.173	\$122.173
37.6	\$6,948.64	\$9,280.48	\$15,055.39	\$20,107.71	\$180,664.64	\$241,292.48	\$86.858	\$116.006
37.5	\$6,856.32	\$9,188.16	\$14,855.36	\$19,907.68	\$178,264.32	\$238,892.16	\$85.704	\$114.852
37.0	\$6,691.12	\$8,966.72	\$14,497.43	\$19,427.89	\$173,969.12	\$233,134.72	\$83.639	\$112.084
36.6	\$6,622.16	\$8,842.96	\$14,348.01	\$19,159.75	\$172,176.16	\$229,916.96	\$82.777	\$110.537
36.5	\$6,529.84	\$8,750.64	\$14,147.99	\$18,959.72	\$169,775.84	\$227,516.64	\$81.623	\$109.383
36.0	\$6,372.48	\$8,539.76	\$13,807.04	\$18,502.81	\$165,684.48	\$222,033.76	\$79.656	\$106.747
35.5	\$6,218.88	\$8,333.92	\$13,474.24	\$18,056.83	\$161,690.88	\$216,681.92	\$77.736	\$104.174
35.0	\$6,069.04	\$8,133.04	\$13,149.59	\$17,621.59	\$157,795.04	\$211,459.04	\$75.863	\$101.663
34.5	\$5,922.80	\$7,937.04	\$12,832.73	\$17,196.92	\$153,992.80	\$206,363.04	\$74.035	\$99.213
34.0	\$5,780.00	\$7,745.76	\$12,523.33	\$16,782.48	\$150,280.00	\$201,389.76	\$72.250	\$96.822
33.5	\$5,640.72	\$7,559.12	\$12,221.56	\$16,378.09	\$146,658.72	\$196,537.12	\$70.509	\$94.489
33.0	\$5,504.80	\$7,376.96	\$11,927.07	\$15,983.41	\$143,124.80	\$191,800.96	\$68.810	\$92.212
32.5	\$5,372.16	\$7,199.20	\$11,639.68	\$15,598.27	\$139,676.16	\$187,179.20	\$67.152	\$89.990
32.0	\$5,242.64	\$7,025.68	\$11,359.05	\$15,222.31	\$136,308.64	\$182,667.68	\$65.533	\$87.821
31.5	\$5,116.32	\$6,856.32	\$11,085.36	\$14,855.36	\$133,024.32	\$178,264.32	\$63.954	\$85.704
31.0	\$4,993.04	\$6,691.12	\$10,818.25	\$14,497.43	\$129,819.04	\$173,969.12	\$62.413	\$83.639
30.5	\$4,872.72	\$6,529.84	\$10,557.56	\$14,147.99	\$126,690.72	\$169,775.84	\$60.909	\$81.623
30.0	\$4,755.28	\$6,372.48	\$10,303.11	\$13,807.04	\$123,637.28	\$165,684.48	\$59.441	\$79.656
29.5	\$4,640.64	\$6,218.88	\$10,054.72	\$13,474.24	\$120,656.64	\$161,690.88	\$58.008	\$77.736
29.0	\$4,528.80	\$6,069.04	\$9,812.40	\$13,149.59	\$117,748.80	\$157,795.04	\$56.610	\$75.863
28.5	\$4,419.68	\$5,922.80	\$9,575.97	\$12,832.73	\$114,911.68	\$153,992.80	\$55.246	\$74.035
28.0	\$4,313.20	\$5,780.00	\$9,345.27	\$12,523.33	\$112,143.20	\$150,280.00	\$53.915	\$72.250
27.5	\$4,209.20	\$5,640.72	\$9,119.93	\$12,221.56	\$109,439.20	\$146,658.72	\$52.615	\$70.509
27.0	\$4,107.76	\$5,504.80	\$8,900.15	\$11,927.07	\$106,801.76	\$143,124.80	\$51.347	\$68.810
26.5	\$4,008.80	\$5,372.16	\$8,685.73	\$11,639.68	\$104,228.80	\$139,676.16	\$50.110	\$67.152
26.0	\$3,912.16	\$5,242.64	\$8,476.35	\$11,359.05	\$101,716.16	\$136,308.64	\$48.902	\$65.533
25.5	\$3,817.92	\$5,116.32	\$8,272.16	\$11,085.36	\$99,265.92	\$133,024.32	\$47.724	\$63.954
25.0	\$3,725.84	\$4,993.04	\$8,072.65	\$10,818.25	\$96,871.84	\$129,819.04	\$46.573	\$62.413
24.5	\$3,636.08	\$4,872.72	\$7,878.17	\$10,557.56	\$94,538.08	\$126,690.72	\$45.451	\$60.909
24.0	\$3,548.48	\$4,755.28	\$7,688.37	\$10,303.11	\$92,260.48	\$123,637.28	\$44.356	\$59.441
23.5	\$3,462.96	\$4,640.64	\$7,503.08	\$10,054.72	\$90,036.96	\$120,656.64	\$43.287	\$58.008
23.0	\$3,379.52	\$4,528.80	\$7,322.29	\$9,812.40	\$87,867.52	\$117,748.80	\$42.244	\$56.610
22.5	\$3,298.08	\$4,419.68	\$7,145.84	\$9,575.97	\$85,750.08	\$114,911.68	\$41.226	\$55.246
22.0	\$3,218.56	\$4,313.20	\$6,973.55	\$9,345.27	\$83,682.56	\$112,143.20	\$40.232	\$53.915
21.5	\$3,140.96	\$4,209.20	\$6,805.41	\$9,119.93	\$81,664.96	\$109,439.20	\$39.262	\$52.615
21.0	\$3,065.28	\$4,107.76	\$6,641.44	\$8,900.15	\$79,697.28	\$106,801.76	\$38.316	\$51.347
20.5	\$2,991.44	\$4,008.80	\$6,481.45	\$8,685.73	\$77,777.44	\$104,228.80	\$37.393	\$50.110
20.0	\$2,919.36	\$3,912.16	\$6,325.28	\$8,476.35	\$75,903.36	\$101,716.16	\$36.492	\$48.902
19.5	\$2,848.96	\$3,817.92	\$6,172.75	\$8,272.16	\$74,072.96	\$99,265.92	\$35.612	\$47.724
19.0	\$2,780.32	\$3,725.84	\$6,024.03	\$8,072.65	\$72,288.32	\$96,871.84	\$34.754	\$46.573
18.5	\$2,713.28	\$3,636.08	\$5,878.77	\$7,878.17	\$70,545.28	\$94,538.08	\$33.916	\$45.451
18.0	\$2,647.92	\$3,548.48	\$5,737.16	\$7,688.37	\$68,845.92	\$92,260.48	\$33.099	\$44.356
17.5	\$2,584.08	\$3,462.96	\$5,598.84	\$7,503.08	\$67,186.08	\$90,036.96	\$32.301	\$43.287
17.0	\$2,521.84	\$3,379.52	\$5,463.99	\$7,322.29	\$65,567.84	\$87,867.52	\$31.523	\$42.244
16.5	\$2,461.04	\$3,298.08	\$5,332.25	\$7,145.84	\$63,987.04	\$85,750.08	\$30.763	\$41.226
16.0	\$2,401.76	\$3,218.56	\$5,203.81	\$6,973.55	\$62,445.76	\$83,682.56	\$30.022	\$40.232
15.5	\$2,343.84	\$3,140.96	\$5,078.32	\$6,805.41	\$60,939.84	\$81,664.96	\$29.298	\$39.262
15.0	\$2,287.36	\$3,065.28	\$4,955.95	\$6,641.44	\$59,471.36	\$79,697.28	\$28.592	\$38.316
14.5	\$2,232.24	\$2,991.44	\$4,836.52	\$6,481.45	\$58,038.24	\$77,777.44	\$27.903	\$37.393
14.0	\$2,178.48	\$2,919.36	\$4,720.04	\$6,325.28	\$56,640.48	\$75,903.36	\$27.231	\$36.492
13.5	\$2,126.00	\$2,848.96	\$4,606.33	\$6,172.75	\$55,276.00	\$74,072.96	\$26.575	\$35.612
13.0	\$2,074.72	\$2,780.32	\$4,495.23	\$6,024.03	\$53,942.72	\$72,288.32	\$25.934	\$34.754
12.5	\$2,024.72	\$2,713.28	\$4,386.89	\$5,878.77	\$52,642.72	\$70,545.28	\$25.309	\$33.916
12.0	\$1,975.92	\$2,647.92	\$4,281.16	\$5,737.16	\$51,373.92	\$68,845.92	\$24.699	\$33.099
11.5	\$1,928.32	\$2,584.08	\$4,178.03	\$5,598.84	\$50,136.32	\$67,186.08	\$24.104	\$32.301
11.0	\$1,881.84	\$2,521.84	\$4,077.32	\$5,463.99	\$48,927.84	\$65,567.84	\$23.523	\$31.523
10.5	\$1,836.48	\$2,461.04	\$3,979.04	\$5,332.25	\$47,748.48	\$63,987.04	\$22.956	\$30.763
10.0	\$1,792.24	\$2,401.76	\$3,883.19	\$5,203.81	\$46,598.24	\$62,445.76	\$22.403	\$30.022

\* General Manager salary is effective on January 1.

Article 8      Compensation (Cont'd.)

Sec. 8.14 Safety Shoes. Annually, based upon a reasonably demonstrated need (excessive wear and/or loss of protective function) and with the approval of the General Manager or his designee, the District shall reimburse employees for the purchase of up to two (2) pairs of safety shoes at a cost not to exceed ~~\$200.00~~ ~~\$300.00~~, including applicable taxes, per pair. Such approval shall not be unreasonably withheld. All safety shoes must meet the requirements and specifications of the American Society for Testing and Materials (ASTM) F2412-05, Standard Test Methods for Foot Protection, and ASTM F2413-05, Standard Specification for Performance Requirements for Foot Protection.

Article 2      LeaveSec. 2.1

Death in the Family. In the event of the death of a member of the immediate family, the District provides ~~four (4)~~ ~~five (5)~~ days Administrative leave to all regular employees. Immediate family is defined as follows: grandparents, parents, spouse, domestic partners registered with the State of California (Domestic Partner), brothers, sisters, children, or grandchildren, of employee or employee's spouse or Domestic Partner, ~~and others as approved by the General Manager~~.

Additionally, an employee may request to use up to three (3) days of his/her accrued sick leave should the employee be emotionally unable to return to work after the administrative leave has been exhausted.

Time off beyond the above maximum ~~seven (7)~~ ~~eight (8)~~ days for purposes of death in the family can be requested via vacation or compensatory time accrued.

Sec. 2.2

Holidays. The office of the District shall normally be closed on observed holidays. The following holidays will be so observed.

January	1	New Year's Day
January	(third Monday)	Martin Luther King Day
February	(third Monday)	President's Day
May	(last Monday)	Memorial Day
July	4	Independence Day
September	(first Monday)	Labor Day
November	11	Veteran's Day
November	(fourth Thursday & following Friday)	Thanksgiving
December	25	Christmas Day
Christmas Floating Holiday		
Floating Holiday (2)		

If any of the above holidays fall on a Sunday, the following Monday will be observed. If the holiday falls on Saturday, the preceding Friday will be observed.

The Christmas Floating Holiday shall be observed the day before or after the observation of Christmas Day as a holiday by the District. To provide a four day holiday, when feasible, in combination with Christmas Day and the weekend, the Christmas Floating Holiday shall be observed on the following days:

Monday when Christmas Day falls on a Tuesday; and  
 Tuesday when Christmas Day falls on Sunday, Monday or  
 Wednesday; and  
 Thursday when Christmas Day falls on a Friday or Saturday; and  
 Friday when Christmas Day falls on a Thursday.

Sec. 2.2      Holidays (Cont'd)

All District employees shall be granted **eight (8) sixteen (16)** hours of paid leave, as a floating holiday, to be taken on an individual basis within the effective fiscal year period it is granted.

To be eligible for a paid holiday, employee must be at work or on paid leave on the normal workday before the holiday. If a holiday occurs on a nine (9) hour day for 9/80 full-time regular employees, one (1) hour of leave will be used and the employee will receive eight (8) hours of holiday pay.

Refer to Section 8.2, Overtime, for payment of hours worked on an observed holiday.

Article 5      Employment SpecificsSec. 5.3      Employee Class.

d. Probationary Employee. All employees in the above classifications for the first **six-(6) twelve (12)** months of employment will be on probation. This period is to be regarded as an integral part of the testing and hiring procedure and shall be utilized for closely observing the employees' work and adjustment within the organization to determine the capability of performing the required duties of the job or position before being considered as a regular employee.

During the probationary period, an employee may be terminated by the General Manager upon the department head's recommendation without cause and without right of appeal.

The General Manager or his designee shall notify the department head thirty (30) days before a probation period is complete, whereupon a performance evaluation shall be submitted as to the quality of service of the probationer, and whether he/she desires to retain the probationer as a regular employee.

Sec. 5.7      Hours of Work. The regular daily work period shall be Monday through Thursday from 7:00 a.m. to 4:30 p.m., and on Friday from **7:30 7:00** a.m. to **4:00 3:30** p.m.

District employees work on a 9/80 schedule. The work period will be forty (40) hours per week. District employees will work eight (8) days for nine (9) hours a day and one (1) Friday for eight (8) hours for a total of eighty (80) hours in a two (2) week period. District employees will have alternate Fridays off. The workweek will begin four (4) hours and one (1) minute into each employee's workday on Friday and end 168 hours later. By beginning and ending the work period four (4) hours into the workday on Fridays, each seven (7) day work period is limited to equal forty (40) hour blocks.

Sec. 5.8      Hours of Work – Field Department. The daily work period of the Field Department's personnel shall be 7:00 a.m. to 4:30 p.m. Monday through Thursday and 7:00 a.m. to 3:30 p.m. on Friday, with the exception of hours of work on Fridays for the Field Administrative personnel are **7:30 7:00** a.m. to **4:00 3:30** p.m., or as approved by the General Manager. On construction work, the daily work period shall be determined by the Engineer in charge to conform to the work period designated by the outside general contractor on the work, but the time of individual employees shall be limited to a forty (40) hour week whenever possible.

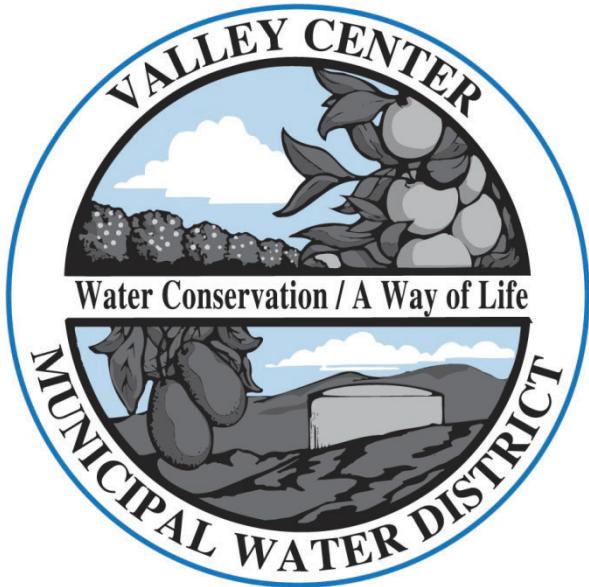
ARTICLE 6 PerformanceSec. 6.2 Termination of Employment.(c) Termination (Involuntary)

1. Probationary Employees. An employee serving his/her ~~six (6)~~ **twelve (12)** month probationary period may be terminated with or without cause. The probationary employee shall be advised by his/her supervisor if termination is desired. Notice shall be given the employee five (5) working days prior to dismissal or the employee will be paid five (5) days severance pay if adequate notice cannot be given. The terminated probationary employee shall receive his final paycheck within seventy-two (72) hours after termination.



## Valley Center Municipal Water District

This page intentionally left blank



# 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, 2024</b>	\$ 6,511,243	\$ 220,420	\$ 5,860,690	\$ 12,592,353	\$ 2,213,308	\$ 3,586,130	\$ 6,313,410	\$ 24,705,202
<b>RECAP OF EXPENDITURES BY FUNCTION</b>								
General Administration	\$ 960,757			\$ 960,757				\$ 960,757
Information Technology	\$ 1,114,337			\$ 1,114,337				\$ 1,114,337
Finance	\$ 2,861,294	\$ 40,529		\$ 2,901,823			\$ 459,974	\$ 3,361,797
Engineering	\$ 2,107,463			\$ 2,107,463				\$ 2,107,463
Operations & Facilities	\$ 8,459,109			\$ 8,459,109	\$ 1,799,009	\$ 1,351,849		\$ 11,609,967
Source of Supply	\$ 31,439,942			\$ 31,439,942				\$ 31,439,942
Depreciation Expense		\$ 3,359,000		\$ 3,359,000				\$ 3,359,000
Capital Projects				\$ -	\$ 895,500	\$ 27,000	\$ -	\$ 922,500
<b>Total Budgeted Expenditures</b>	<b>\$ 46,942,902</b>	<b>\$ 40,529</b>	<b>\$ 3,359,000</b>	<b>\$ 50,342,431</b>	<b>\$ 2,694,509</b>	<b>\$ 1,378,849</b>	<b>\$ 459,974</b>	<b>\$ 54,875,763</b>
<b>SOURCE OF FINANCING</b>								
Revenues:								
Water Sales	\$ 34,453,000			\$ 34,453,000				\$ 34,453,000
Meter Service Charges/Wastewater Charges	\$ 8,990,000			\$ 8,990,000	\$ 2,466,190	\$ 1,867,557	\$ 1,621,082	\$ 14,944,829
New Connection Sales	\$ 346,950		\$ 276,000	\$ 622,950				\$ 622,950
Other Revenue	\$ 1,136,136			\$ 1,136,136				\$ 1,136,136
Investment Income	\$ 2,050,000			\$ 2,050,000				\$ 2,050,000
Property Taxes		\$ 3,529,000		\$ 3,529,000				\$ 3,529,000
Water Availability Charges	\$ -	\$ 220,422	\$ 344,578	\$ 565,000				\$ 565,000
<b>Total Revenues</b>	<b>\$ 46,976,086</b>	<b>\$ 220,422</b>	<b>\$ 4,149,578</b>	<b>\$ 51,346,086</b>	<b>\$ 2,466,190</b>	<b>\$ 1,867,557</b>	<b>\$ 1,621,082</b>	<b>\$ 57,300,915</b>
<b>NET REVENUES &amp; EXPENDITURES</b>	<b>\$ 33,184</b>	<b>\$ 179,893</b>	<b>\$ 790,578</b>	<b>\$ 1,003,655</b>	<b>\$ (228,319)</b>	<b>\$ 488,708</b>	<b>\$ 1,161,108</b>	<b>\$ 2,425,152</b>
<b>Adjustments to Cash Basis</b>								
Add:								
DEPRECIATION EXPENSE			\$ 3,359,000	\$ 3,359,000				\$ 3,359,000
Less:								
EXPENDITURES OF CONTINUING PROJECT	\$ -	\$ -	\$ (4,942,309)	\$ (4,942,309)	\$ (1,391,031)	\$ (968,005)	\$ (3,793,132)	\$ (11,094,477)
NEW CAPITAL PROJECT EXPENDITURES			\$ -	\$ -	\$ -			\$ -
DEBT SERVICE PRINCIPAL		\$ (179,893)		\$ (179,893)	\$ (201,071)		\$ (1,162,414)	\$ (1,543,378)
NET DEBT PROCEEDS							\$ 1,001,299	\$ 1,001,299
TRANSFER: (See page 3-3)	\$ 107,053	\$ -	\$ (3,325,816)	\$ (3,218,763)	\$ 1,995,500	\$ (895,500)	\$ -	\$ (2,118,763)
<b>ESTIMATED BALANCE, JUNE 30, 2025</b>	<b>\$ 6,651,480</b>	<b>\$ 220,420</b>	<b>\$ 1,742,143</b>	<b>\$ 8,614,043</b>	<b>\$ 2,388,387</b>	<b>\$ 2,211,333</b>	<b>\$ 3,520,271</b>	<b>\$ 16,734,034</b>



## Valley Center Municipal Water District

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

	Projected Balance June 30, 2024	Revenues	Expenses	Net Revenues -Expenses	Transfers	Projected Balance June 30, 2025
<b>General Fund</b>						
<b>Operating</b>						
Discretionary Reserves						
- Rate Stabilization	\$ -			\$ -		\$ -
- Pumping Rate Stabilization	\$ -	\$ 2,852,000	\$ (3,496,900)	\$ (644,900)	\$ 644,900	\$ -
- Operating Reserve	\$ 6,511,243			\$ -	\$ 140,236.80	\$ 6,651,480
Unappropriated Fund Balance	\$ -	\$ 44,124,086	\$ (43,446,002)	\$ 678,084	\$ (678,084)	\$ -
<b>Total Operating</b>	<b>\$ 6,511,243</b>	<b>\$ 46,976,086</b>	<b>\$ (46,942,902)</b>	<b>\$ 33,184</b>	<b>\$ 107,053</b>	<b>\$ 6,651,480</b>
<b>Debt Service Reserve</b>	<b>\$ 220,420</b>	<b>\$ 220,422</b>	<b>\$ (40,529)</b>	<b>\$ 179,893</b>	<b>\$ (179,893)</b>	<b>\$ 220,420</b>
<b>Capital Projects Reserves</b>						
- Continuing Projects	\$ 4,942,309		\$ (4,942,309)	\$ (4,942,309)		\$ -
- Capacity Charges	\$ -	\$ 276,000	\$ (276,000)	\$ -		\$ -
- Capital Improvements	\$ 918,381	\$ 3,873,578	\$ (3,083,000)	\$ 790,578	\$ 33,184	\$ 1,742,143
<b>Total Capital</b>	<b>\$ 5,860,690</b>	<b>\$ 4,149,578</b>	<b>\$ (8,301,309)</b>	<b>\$ (4,151,731)</b>	<b>\$ 33,184</b>	<b>\$ 1,742,143</b>
<b>Total General Fund</b>	<b>\$ 12,592,353</b>	<b>\$ 51,346,086</b>	<b>\$ (55,284,740)</b>	<b>\$ (3,938,654)</b>	<b>\$ (39,656)</b>	<b>\$ 8,614,043</b>
<b>Lower Moosa Wastewater</b>	<b>\$ 2,213,308</b>	<b>\$ 2,466,190</b>	<b>\$ (4,286,611)</b>	<b>\$ (1,820,421)</b>	<b>\$ 1,995,500</b>	<b>\$ 2,388,387</b>
<b>Woods Valley Expansion</b>	<b>\$ 6,313,410</b>	<b>\$ 1,621,082</b>	<b>\$ (5,415,520)</b>	<b>\$ (3,794,438)</b>	<b>\$ 1,001,299</b>	<b>\$ 3,520,271</b>
<b>Woods Valley Wastewater</b>	<b>\$ 3,586,130</b>	<b>\$ 1,867,557</b>	<b>\$ (2,346,854)</b>	<b>\$ (479,298)</b>	<b>\$ (895,500)</b>	<b>\$ 2,211,333</b>
<b>Total All Funds</b>	<b>\$ 24,705,202</b>	<b>\$ 57,300,915</b>	<b>\$ (67,333,725)</b>	<b>\$ (10,032,811)</b>	<b>\$ 2,061,643</b>	<b>\$ 16,734,034</b>



# Valley Center Municipal Water District

## General Fund

### Revenue Estimate

Fund	Department
01	00

Page 1 of 2

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
	WATER SALES (ACRE FEET)	@ 13,020	@ 16,000	@ 11,500	@ 13,000
80-41400	Municipal & Industrial	\$12,836,391	\$16,289,000	\$11,847,000	\$16,568,000
80-41700	Certified Agricultural - PSAWR	7,177,232	9,773,000	6,316,000	8,079,000
80-41800	Certified Ag/Domestic - PSAWR	6,280,679	8,688,000	5,294,000	6,774,000
80-43502	Construction	232,208	213,000	180,000	180,000
80-45000	Pump Charge	1,960,517	3,105,000	1,784,000	2,852,000
<b>Total Water Sales</b>		<b>28,487,027</b>	<b>38,068,000</b>	<b>25,421,000</b>	<b>34,453,000</b>
80-41007	Additional Living Charge	21,865	22,000	22,000	22,000
80-41401	Meter Service Charges	7,068,538	7,390,000	7,483,000	7,687,000
80-41410	Infrastructure Access Charge	771,432	797,000	780,000	825,000
80-41420	MWD Fixed Charge Passthrough	0	0	0	456,000
<b>Total Meter Service Charges</b>		<b>7,861,835</b>	<b>8,209,000</b>	<b>8,285,000</b>	<b>8,990,000</b>
82-41000	Water Meters - New	570,227	409,460	257,500	237,550
82-41990	Water Meters - Relocate	21,396	0	7,800	0
82-43000	Pressure Reducers	102	0	500	0
82-44000	Double Check Valves	392,495	56,890	196,600	109,400
<b>Total New Connection Sales</b>		<b>984,220</b>	<b>466,350</b>	<b>462,400</b>	<b>346,950</b>
83-41003	Current Secured	3,039,176	3,151,000	3,325,800	3,392,000
83-42010	Current Unsecured	96,976	101,000	118,800	121,000
83-44010	Homeowners Exemption (HOE)	15,504	16,000	15,400	16,000
83-45050	Current Water Availability Charge	570,206	573,000	564,000	565,000
83-48200	Interest Allocation-Wtr Availability Chg	862	0	1,000	0
83-47000	Prior Unsecured	(3,995)	0	18,700	0
83-48000	Interest Allocation	4,733	0	5,900	0
<b>Total Property Taxes-Other</b>		<b>3,723,462</b>	<b>3,841,000</b>	<b>4,049,600</b>	<b>4,094,000</b>



## Valley Center Municipal Water District

### General Fund

#### Revenue Estimate

Fund	Department
01	00

Page 2 of 2

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
84/85-40001	Investment Income	1,498,278	800,000	1,231,000	2,050,000
86-41790	Delinquent Penalty	393,204	400,000	363,100	360,000
86-41850	Transfer Fee	7,980	8,000	6,000	6,000
86-42011	Turn On Charge	7,095	7,000	8,400	8,000
86-42100	R.P. Inspection/Svc Fee	265,224	277,000	283,000	293,000
86-42101	R.P. Repairs	0	0	400	0
86-43010	Sale of Maps/Copies	0	100	0	100
86-43300	Service Availability Charge	3,060	3,400	3,800	3,800
86-43500	Sale of Surplus	19,467	10,000	40,000	10,000
86-44020	Other	22,851	12,000	5,600	21,100
86-44001	Return Check Charge	4,875	5,400	5,900	5,900
86-44002	Lease of Facilities	389,991	369,200	405,900	422,136
86-44004	Escondido Sewer Collection Fee	3,985	4,000	3,900	4,000
86-44005	Escondido Water Service in Lieu	2,248	1,500	2,100	2,100
<b>Total Other Revenue</b>		<b>2,618,258</b>	<b>1,897,600</b>	<b>2,359,100</b>	<b>3,186,136</b>
89-41002	Meter Capacity Charges	1,387,916	778,100	415,582	276,000
89-42050	Contributions In Kind	551,781	0	0	0
89-44202	Annex Capital Fees	0	0	0	0
<b>Total Capital Improvement Charges</b>		<b>1,939,697</b>	<b>778,100</b>	<b>415,582</b>	<b>276,000</b>
<b>TOTAL REVENUE</b>		<b>45,614,499</b>	<b>53,260,050</b>	<b>40,992,682</b>	<b>51,346,086</b>



## Valley Center Municipal Water District

### Recap of Budget Expenses All Budgeted Funds

	2022-2023 Actual	2023-2024 Budget	2024-2025 Estimated Actual	2024-2025 Budget
<b>EXPENSE RECAP BY DEPARTMENT</b>				
General Fund				
General Administration	\$826,386	\$956,562	\$892,037	\$960,757
Finance	6,399,881	2,655,513	2,645,575	2,901,823
Information Technology	1,025,035	1,069,927	1,085,852	1,114,337
Engineering	2,068,969	2,215,932	2,260,340	2,107,463
Operations & Facilities	7,784,666	8,030,994	7,973,312	8,459,109
Source of Supply	26,187,377	33,395,749	26,446,325	31,439,942
Total Operating	\$44,292,314	\$48,324,677	\$41,303,441	\$46,983,431
Depreciation Expense	0	0	0	3,359,000
Capital Projects	12,526,616	4,707,750	6,552,904	0
<b>Total General Fund</b>	<b>\$56,818,930</b>	<b>\$53,032,427</b>	<b>\$47,856,345</b>	<b>\$50,342,431</b>
Lower Moosa Wastewater Treatment	2,480,461	2,878,849	2,503,734	2,694,509
Woods Valley Wastewater Expansion	3,833,361	484,988	926,231	459,974
Woods Valley Wastewater Treatment	1,167,539	1,940,057	1,274,274	1,378,849
<b>Total Wastewater</b>	<b>\$7,481,361</b>	<b>\$5,303,894</b>	<b>\$4,704,239</b>	<b>\$4,533,332</b>
<b>Grand Total</b>	<b>\$64,300,291</b>	<b>\$58,336,321</b>	<b>\$52,560,584</b>	<b>\$54,875,763</b>
<b>EXPENSE RECAP BY FUNCTION</b>				
General Fund				
Operating	\$44,239,770	\$48,279,804	\$41,252,948	\$46,935,719
Debt Service	52,544	44,873	50,493	47,712
Depreciation Expense	0	0	0	3,359,000
Capital Projects	12,526,616	4,707,750	6,552,904	0
<b>Total General Fund</b>	<b>\$56,818,930</b>	<b>\$53,032,427</b>	<b>\$47,856,345</b>	<b>\$50,342,431</b>
Lower Moosa Wastewater Fund				
Operating	1,686,217	1,409,349	1,631,582	1,799,009
Capital Projects	794,244	1,469,500	872,152	895,500
<b>Total Lower Moosa Wastewater Fund</b>	<b>2,480,461</b>	<b>2,878,849</b>	<b>2,503,734</b>	<b>2,694,509</b>
Woods Valley Wastewater Fund				
Operating	1,042,229	1,115,757	1,053,620	1,351,849
Capital Projects	125,310	824,300	220,654	27,000
<b>Total Woods Valley Wastewater Fund</b>	<b>1,167,539</b>	<b>1,940,057</b>	<b>1,274,274</b>	<b>1,378,849</b>
Woods Valley Expansion Fund				
Operating	51,914	80,000	74,500	80,000
Debt Service	414,681	404,988	404,988	379,974
Capital Projects	3,366,766	0	446,743	0
<b>Total Woods Valley Expansion Fund</b>	<b>\$3,833,361</b>	<b>\$484,988</b>	<b>\$926,231</b>	<b>\$459,974</b>
<b>Total Wastewater</b>	<b>\$7,481,361.00</b>	<b>\$5,303,894.00</b>	<b>\$4,704,239.00</b>	<b>\$4,533,332.00</b>
<b>Grand Total</b>	<b>\$64,300,291</b>	<b>\$58,336,321</b>	<b>\$52,560,584</b>	<b>\$54,875,763</b>



# Valley Center Municipal Water District

## History of Water Purchased and Sold

1988-1989 through 2024-2025

### WATER PURCHASED - Acre Feet

YEAR	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
91-92	4,479.1	4,623.0	4,713.1	4,888.7	3,789.4	1,930.6	1,368.9	1,091.8	388.6	2,260.8	3,954.0	4,799.5	38,287.5
92-93	5,922.2	6,130.2	5,936.6	4,648.7	3,432.6	979.0	516.5	132.2	1,056.5	2,710.5	4,080.8	3,968.5	39,514.3
93-94	4,588.9	4,934.7	4,582.2	3,899.8	2,132.8	1,571.9	2,406.0	385.0	877.1	1,873.0	2,171.8	4,375.4	33,798.6
94-95	4,829.2	5,447.0	4,745.3	3,869.4	2,104.8	1,921.0	181.1	737.6	393.0	1,522.1	1,915.2	3,060.5	30,726.2
95-96	4,615.4	5,329.8	5,214.9	3,891.6	2,899.9	1,982.8	1,876.6	524.4	1,091.5	3,113.5	3,964.4	4,317.2	38,822.0
96-97	5,286.9	5,563.8	4,729.4	4,121.5	1,862.7	693.3	237.7	1,142.5	2,994.2	3,334.2	4,490.8	4,286.9	38,743.9
97-98	4,992.9	5,537.3	4,321.1	3,838.6	2,068.6	896.8	641.6	207.2	871.0	1,027.3	1,470.5	3,327.7	29,200.6
98-99	5,054.0	5,587.1	4,666.7	4,102.4	2,375.3	1,568.2	2,220.3	1,459.1	2,200.5	2,182.5	3,755.1	4,023.9	39,195.1
99-00	5,304.4	5,552.4	4,833.7	5,544.5	3,993.3	3,888.1	2,911.9	1,374.0	1,899.2	3,341.9	4,615.7	5,290.8	48,549.9
00-01	5,888.9	6,364.2	5,683.8	3,911.5	3,090.6	3,846.9	1,680.8	978.0	1,386.0	2,227.3	4,383.2	5,156.3	44,597.5
01-02	5,533.3	5,998.9	5,298.0	5,070.1	2,910.0	1,441.5	3,044.3	3,216.4	3,204.0	3,657.5	4,747.0	5,403.1	49,524.1
02-03	5,995.0	6,024.9	5,877.3	4,586.9	3,014.9	1,713.3	3,207.5	1,489.0	1,277.3	2,547.1	3,783.6	4,158.0	43,674.8
03-04	6,061.1	6,467.7	5,766.5	5,517.0	2,922.9	2,742.6	3,178.0	1,282.9	3,201.1	3,978.4	5,740.7	5,322.7	52,181.6
04-05	6,222.8	5,973.1	6,053.1	2,872.2	1,183.1	1,812.0	478.4	659.4	894.3	3,288.1	4,018.9	6,649.2	38,104.6
05-06	5,837.3	5,835.5	5,302.0	3,708.3	3,950.8	3,642.9	2,744.7	2,464.8	624.6	1,512.7	3,804.0	5,339.3	44,766.9
06-07	6,593.1	5,778.2	5,751.0	4,292.3	4,387.2	2,021.6	3,654.3	1,247.2	3,348.2	3,449.4	4,822.0	5,166.9	50,511.4
07-08	5,805.6	5,975.0	5,176.6	4,768.7	3,707.3	880.7	596.8	464.4	2,139.8	3,134.1	2,895.5	3,955.3	39,499.8
08-09	4,226.7	4,204.1	3,923.1	4,106.1	2,809.0	1,035.2	1,822.3	827.7	2,387.7	2,863.2	3,542.7	3,041.3	34,781.0
09-10	4,133.6	4,234.1	4,257.0	3,334.0	2,853.2	833.2	927.4	289.8	1,442.2	1,249.6	2,772.4	3,195.9	29,522.4
10-11	3,631.9	3,860.2	3,696.5	1,833.6	1,597.5	1,122.0	1,057.6	991.0	695.9	1,830.7	2,424.4	2,932.9	25,674.2
11-12	3,716.7	3,731.7	3,379.6	2,694.2	1,050.4	1,490.1	1,847.9	1,557.1	1,170.6	1,419.9	2,518.5	3,145.9	27,722.6
12-13	3,528.0	3,966.9	3,621.2	2,857.9	2,217.7	874.7	1,177.6	960.7	1,726.5	2,420.3	2,716.1	3,170.2	29,237.8
13-14	3,301.1	3,333.3	3,299.3	2,223.1	1,717.7	1,776.9	2,369.7	1,719.5	1,418.0	2,270.1	3,197.4	2,980.5	29,606.6
14-15	3,246.9	3,125.7	3,303.5	2,968.0	2,004.6	569.0	1,124.1	1,541.4	1,845.7	2,214.3	1,401.2	2,253.7	25,598.1
15-16	1,903.3	2,491.5	1,956.2	1,869.2	1,508.4	993.7	620.7	1,387.2	1,205.0	1,519.0	1,732.2	2,470.3	19,656.7
16-17	2,798.2	2,734.0	2,246.7	2,230.4	1,671.4	761.7	276.1	337.7	1,226.1	1,941.4	1,617.2	2,378.1	20,219.0
17-18	2,617.1	2,535.1	2,364.3	2,362.0	1,775.6	1,873.7	1,152.4	1,263.8	690.7	1,803.2	1,888.4	2,199.9	22,526.2
18-19	2,847.7	2,627.3	2,278.2	1,690.3	1,544.0	541.2	430.7	289.1	490.6	1,506.8	1,049.4	1,871.0	17,166.3
19-20	2,278.7	2,440.2	2,197.7	2,026.5	1,242.9	301.5	697.2	965.9	409.7	585.7	1,738.2	1,799.6	16,683.8
20-21	2,154.8	2,354.6	2,395.0	2,061.5	1,254.8	1,211.1	796.8	822.7	674.3	1,509.4	1,690.1	1,936.7	18,861.8
21-22	2,038.5	2,105.2	1,830.4	1,237.0	1,513.9	601.2	860.9	1,094.1	896.2	1,369.1	1,699.0	1,885.8	17,131.3
22-23	2,083.1	2,212.9	1,929.3	1,567.8	866.8	656.5	270.5	497.2	176.3	814.9	1,143.3	1,239.4	13,458.0
23-24	1,912.3	1,488.0	1,350.7	1,373.3	1,035.5	822.4	463.6	240.9	359.6	599.7	1,120.7	1,483.3	12,250.0
24-25	1,617.8 *	1,762.5 *	1,822.8 *	1,458.2 *	1,330.9 *	914.3 *	620.7 *	643.8 *	515.7 *	714.0 *	1,102.5 *	1,326.8 *	13,830.0 *
AVERAGE FIRST 3 MONTHS			13,741.3	AVERAGE FIRST 6 MONTHS			21,127.6	AVERAGE LAST 6 MONTHS			12,872.2	33,999.8	
			40.42%				62.14%				37.86%	100.00%	

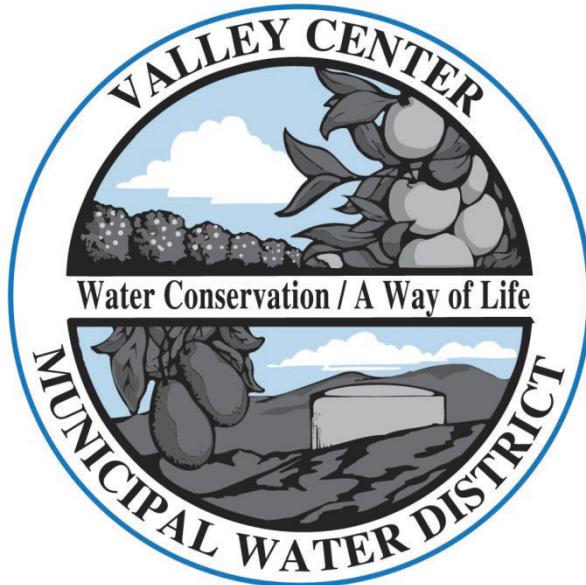
### WATER SOLD - Acre Feet

YEAR	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
91-92	3,822.2	3,846.7	4,740.0	4,562.5	3,654.4	2,866.6	903.4	1,506.6	520.4	767.3	3,430.0	3,767.7	34,387.8
92-93	5,311.0	5,527.2	5,529.9	5,729.0	3,298.1	2,094.3	431.0	205.4	542.8	1,535.3	3,510.5	3,410.2	37,124.7
93-94	4,614.4	4,227.5	4,591.6	3,928.3	3,023.5	1,496.8	2,430.7	867.6	748.7	1,267.2	1,451.7	3,156.4	31,804.4
94-95	4,800.7	4,564.8	5,130.8	3,947.2	2,779.1	2,094.3	695.8	395.4	486.5	1,040.1	1,321.5	2,507.6	29,763.8
95-96	3,908.3	4,394.7	5,697.9	3,850.9	3,126.2	2,459.2	2,078.4	694.7	541.8	2,060.1	3,680.3	3,802.5	36,295.0
96-97	4,607.2	5,026.2	5,376.3	3,826.9	3,022.0	800.9	397.7	578.3	1,970.9	2,985.4	3,855.3	4,209.7	36,656.8
97-98	4,566.5	4,809.3	5,163.0	3,338.3	3,304.4	802.0	973.2	355.9	438.1	618.9	1,375.8	2,261.1	28,006.5
98-99	4,137.4	4,973.8	5,283.6	4,042.6	2,970.1	1,545.2	2,462.3	956.0	2,061.6	1,668.0	3,039.8	3,541.7	36,682.1
99-00	4,654.8	4,919.7	5,376.5	4,827.9	4,508.1	3,480.2	3,424.3	2,413.0	809.4	3,105.6	3,574.2	4,922.9	46,016.6
00-01	5,008.6	6,061.1	5,686.0	4,349.5	2,985.2	3,428.2	2,969.7	1,191.4	483.0	1,754.6	3,348.5	4,554.9	42,002.7
01-02	4,893.5	5,664.6	5,568.1	4,774.4	4,237.6	1,675.2	2,075.0	3,069.6	3,309.7	2,917.2	3,909.2	5,053.2	47,147.3
02-03	5,110.0	6,081.5	5,590.0	5,187.1	3,374.5	2,681.1	1,915.4	2,787.0	508.3	2,292.3	2,483.5	4,059.9	42,070.6
03-04	4,858.7	6,156.9	5,823.1	5,130.8	4,085.7	2,947.0	2,484.3	2,428.3	1,715.0	3,488.0	4,821.4	5,396.8	49,336.0
04-05	5,156.8	5,801.5	6,036.9	4,961.1	1,018.2	1,434.1	1,013.1	690.3	563.6	2,114.7	2,785.1	4,514.3	36,089.7
05-06	4,910.9	5,389.9	5,646.3	4,597.6	2,952.1	3,787.6	2,412.1	2,157.4	1,245.5	765.4	2,615.6	4,247.7	40,728.1
06-07	5,550.1	6,036.5	5,807.0	4,504.7	4,066.5	3,266.8	2,569.9	2,664.1	1,876.4	3,252.9	3,744.2	4,746.0	48,085.1
07-08	4,994.6	5,759.9	5,684.4	4,293.7	4,234.4	2,140.2	986.1	277.6	913.4	2,480.1	3,236.7	2,635.1	37,636.2
08-09	3,884.3	3,956.4	3,871.8	3,878.8	3,322.6	1,944.4	1,012.1	1,461.0	1,165.6	2,392.0	3,205.4	2,919.7	33,014.1
09-10	3,358.6	4,022.6	4,170.3	3,545.3	2,920.4	1,782.5	1,172.9	331.0	371.0	1,747.8	1,595.8	2,819.1	27,837.3
10-11	3,213.1	3,337.8	3,857.1	3,205.7	1,337.5	1,319.3	517.3	1,405.7	529.8	1,017.3	2,091.4	2,310.2	24,142.2
11-12	3,388.5	3,221.0	3,732.9	2,705.0	1,896.2	1,128.4	1,809.4	1,412.2	1,390.1	1,019.2	1,500.6	2,887.0	26,090.5
12-13	3,005.0	3,534.6	3,628.8	3,185.0	2,462.3	1,658.4	700.8	1,062.1	1,087.2	1,897.9	2,309.9	2,838.9	27,370.9
13-14	3,197.2	3,029.9	3,297.4	2,706.0	1,999.9	1,343.3	1,962.3	2,117.6	1,206.5	1,813.5	2,590.9	2,817.6	28,082.1
14-15	3,066.4	3,086.2	3,048.6	3,051.5	2,325.7	1,211.5	677.7	1,309.4	1,109.0	2,336.9	1,951.8	1,436.7	24,511.4
15-16	2,252.4	1,748.7	2,356.2	1,678.6	1,613.3	1,410.9	601.2	844.1	1,150.6	1,489.2	1,422.1	1,802.2	18,369.5
16-17	2,766.8	2,436.2	2,558.9	2,087.6	2,020.2	1,252.9							

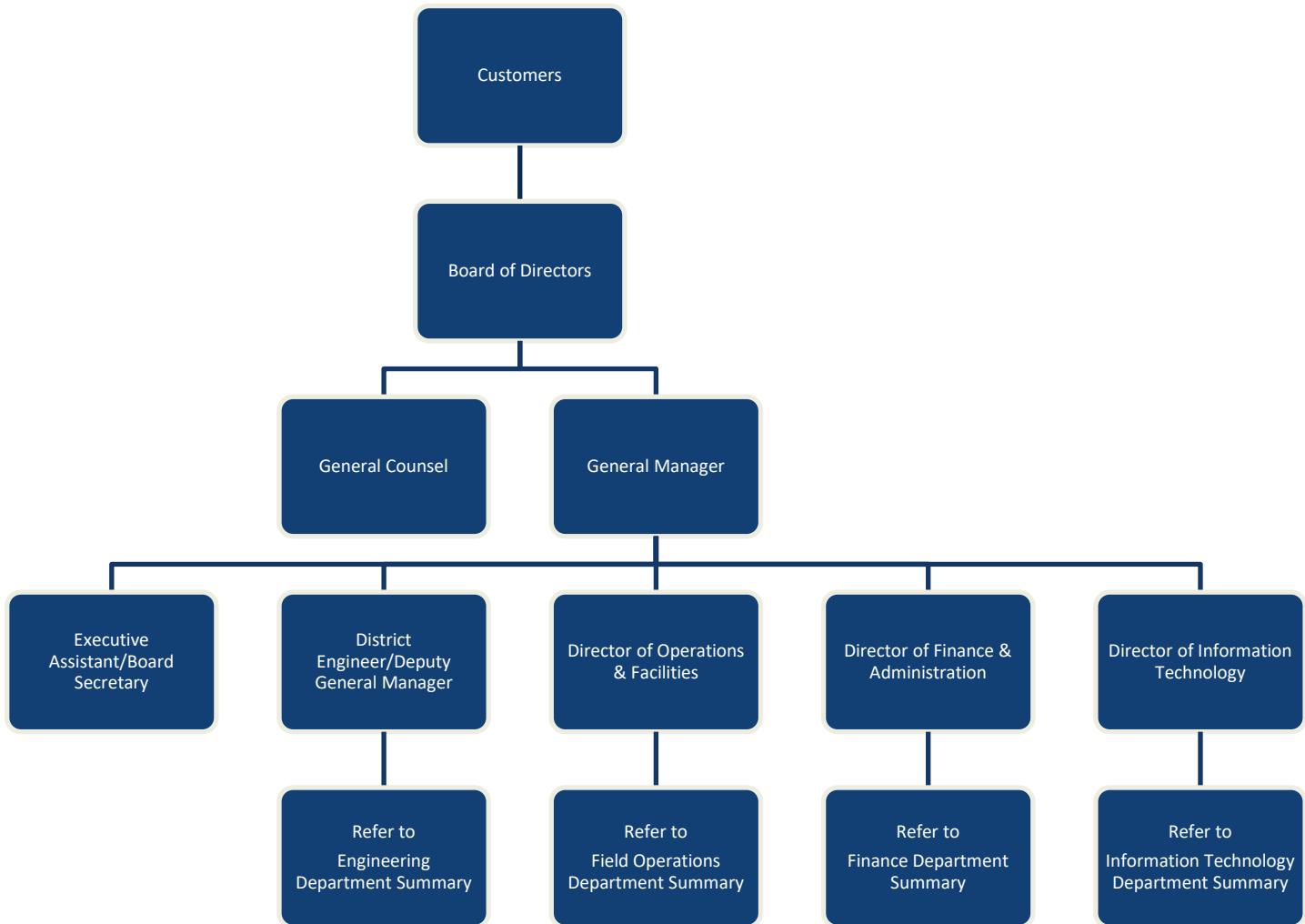


## Valley Center Municipal Water District

This page intentionally left blank



# General Administration



### Personnel Requirements (FTE's)

	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
General Manager	1.0	1.0	1.0
Executive Assistant/Board Secretary	1.0	1.0	1.0
Special Project and Compliance Manager	1.0	1.0	0.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>2.0</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 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continued forward with the financing and implementation of the District CIP by securing additional SRF loan funds.				✓			
Oversaw development and implementation of several technological projects, including AMI, CMMS, and WaterSmart.					✓		
Participated in advocacy workgroups to provide input on the development of the Water Use Efficiency Regulations (SB 606 and AB 1668), Water Loss Regulations (SB 555) and California Air Resources Board All Clean Fleets Rule.		✓					
Continued to work toward implementation of two new Photovoltaic Solar Array Projects, Corporate Facility, and Lower Moosa Canyon WRF, 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		
					2022 Actual	2023 Actual	2024 Projection
Water Supply	1	Customer Satisfaction	•••••	>95%	100%	100%	≥95%

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



Fiscal Year 2024-2025 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.				✓			
In light of declining water demand and related revenue, seek alternative operational and CIP budgeting, rate setting and revenue generating methods, such increased fixed fees charges on the montly water bill.							
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 help support the Capital Improvement Projects identified for construction in Fiscal Year 2024-2025, based upon the updated Water System Master Plan as set forth in the 2019 Long Range Financial Strategy.				✓			
Develop updated Water System Master Plan and Long Range Financial Strategy for Fiscal Year 2025-2026 to Fiscal Year 2029-2030				✓			
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.		✓		✓	✓	✓	
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).		✓					
Re-assess the District's long-term Corporate Facility needs and identify options and relative feasibility regarding expanded development of the existing site and Lilac Road Property		✓					
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 polices 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.		✓	✓	✓	✓	✓	✓
Advocate for and secure the SDCWA Permanent Special Agricultural Rate (PSAWR) Program				✓			



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, changing customer base, increasing wholesale water costs and declining water demand.		✓	✓	✓	✓	✓	✓
Enhance the efficiency of the organization by expanding current technology and seeking new methods to manage, administer 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 Water Master Plan, and supported by the updated 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 rates and rate equity for all customer classes, including SDCWA PSAWR Program rates for commercial agriculture.				✓			
Oversee the implementation of the state-mandated Water Use Efficiency Measures and continue to monitor the impact of drought and climate change measures upon the District		✓		✓			
Utilize technology to digitally communicate with customers and enhance customer engagement					✓		



## Valley Center Municipal Water District

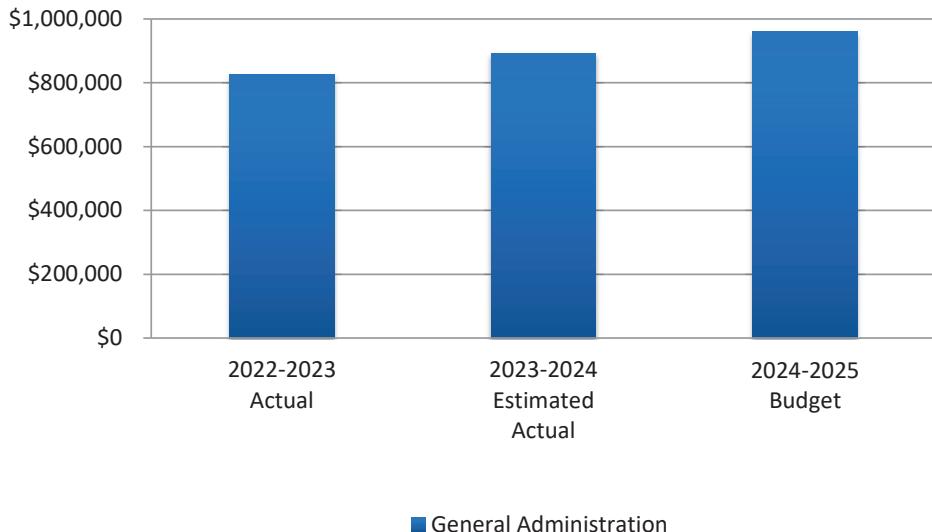
### General Administration

#### Department Summary by Division

Fund	Department
01	01

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
01	General Administration	826,386	956,562	892,037	960,757
	<b>TOTAL GENERAL ADMINISTRATION</b>	<b>826,386</b>	<b>956,562</b>	<b>892,037</b>	<b>960,757</b>

#### Division Expenses





## Division Summary by Expense Category

Fund	Department	Division
01	01	01

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor and Benefits - Regular	537,232	604,800	575,000	<b>636,800</b>
50002	Temporary Labor	0	0	0	<b>46,800</b>
50003	Overtime	0	1,000	175	<b>1,000</b>
50010	Training & Education	0	1,000	250	<b>750</b>
50011	Uniform Allowance	349	750	500	<b>750</b>
50025	Outside Professional Services	111,416	125,500	120,000	<b>80,000</b>
50026	Legal Services	87,136	95,000	92,000	<b>95,000</b>
50028	Printing	695	1,000	1,000	<b>1,000</b>
50029	Books & Subscriptions	1,997	1,000	600	<b>1,000</b>
50030	Special Department Expenses	13,417	17,950	15,000	<b>19,250</b>
50031	Grant Related Expenses (Wellness)	(1,475)	2,000	1,700	<b>2,000</b>
50033	Postage	5,104	7,900	7,900	<b>8,000</b>
50034	Membership Fees & Dues	32,153	34,000	34,000	<b>34,000</b>
50035	Directors' Fees	9,761	12,000	11,500	<b>12,000</b>
50036	Directors' Travel & Expenses	2,675	6,000	5,000	<b>6,000</b>
50037	Transportation, Meals & Travel	7,921	10,000	10,000	<b>8,000</b>
50039	Public Information and Notices	17,591	11,500	11,500	<b>11,500</b>
50083	Unclassified - Contingency Fund	20,474	20,000	20,000	<b>0</b>
50184	Water Conservation Program	4,441	22,000	7,250	<b>22,000</b>
50189	LAFCO Budget Assessment	27,518	36,000	31,500	<b>36,000</b>
50454	Maintenance of Equipment	459	500	500	<b>400</b>
50991	Expense Credit	(52,478)	(53,338)	(53,338)	<b>(61,493)</b>
<b>Total</b>		<b>826,386</b>	<b>956,562</b>	<b>892,037</b>	<b>960,757</b>



## Valley Center Municipal Water District

### General Administration

#### Division Detail

Fund	Department	Division	Total Budget Request
01	01	01	\$960,757

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents 2.60	<b>636,800</b>
50002	<b>Temporary Labor</b>	<b>46,800</b>
50003	<b>Overtime</b>	<b>1,000</b>
50010	<b>Training &amp; Education</b> Allocation from General Administration Training 01-02-18 Page 6-8A	<b>750</b>
50011	<b>Uniform/Clothing/Shoes</b> Uniform Allowance	<b>750</b>
50025	<b>Outside Professional Services</b> Federal Representation 70,000 Energy Consultation 10,000	<b>80,000</b>
50026	<b>Legal Services</b> General Counsel's Services 95,000	<b>95,000</b>
50028	<b>Printing</b> Forms and Business Cards 500 Miscellaneous 500	<b>1,000</b>
50029	<b>Books &amp; Subscriptions</b> Books, newspapers, periodicals and pamphlets 1,000	<b>1,000</b>
50030	<b>Special Department Expenses</b> Service Recognition Awards and Pins 3,500 Employees Retirement and Appreciation Awards 2,500 Suggestion Awards 2,000 Awards Presentation Luncheon 3,000 Staff Meeting Supplies 1,500 District Contribution - VCEA Events 4,500 Manager's Employee of the Year Award/Plaque 1,000 Employee of the Quarter Awards 750 Miscellaneous & Office Supplies 450 Notary Supplies 50	<b>19,250</b>
50031	<b>Grant Related Expenses</b> Wellness Grant District Contribution 2,000	<b>2,000</b>



## 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>8,000</b>
	General Correspondence	6,000
	Bill Insert Postage	500
	Post Office Box Fees	500
	Postage Chip Update	300
	Postage Machine Supplies	275
	Business Reply - Customer Comment Cards	150
	Permit #2 Business Reply	275
50034 <b>Membership Fees &amp; Dues</b>		<b>34,000</b>
	Association of California Water Agencies	25,000
	American Water Works Association	4,000
	California Municipal Utilities Association	4,200
	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>8,000</b>
	Conferences and Meetings	8,000
50039 <b>Public Information and Notices</b>		<b>11,500</b>
	Water Use Efficiency Communications	3,500
	Customer Information Material	2,500
	Display Boards - Upkeep/revisions	2,000
	Legal/Public Notices	3,000
	Miscellaneous	500
50083 <b>Unclassified - Contingency Fund</b>		<b>0</b>



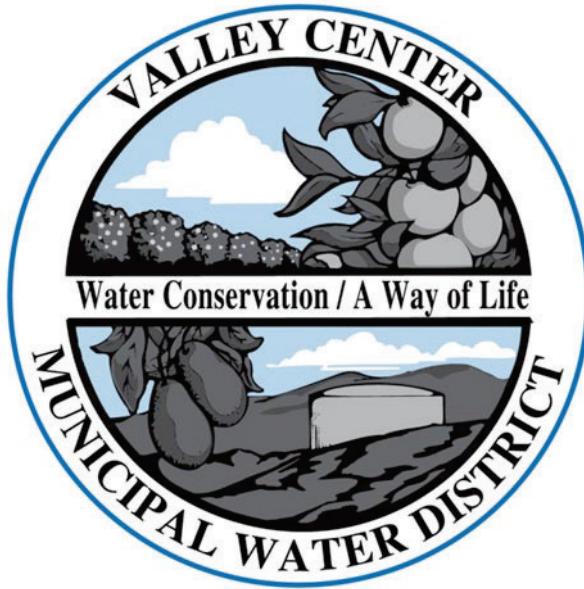
## Valley Center Municipal Water District

### General Administration

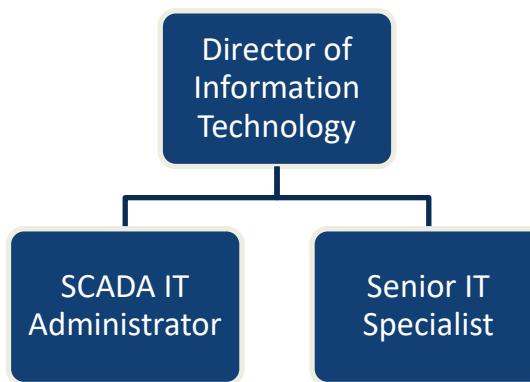
#### Division Detail

Fund	Department	Division
01	01	01

Account No.	Detail and Justification	Budget Request
50184	<b>Water Conservation Program</b>	<b>22,000</b>
	California Water Efficiency Partnership	2,100
	Water Conservation Materials	2,400
	WaterSmart Field Services Program	12,500
	Landscape Irrigation Classes	400
	Printing	1,300
	Public Outreach	1,300
	Water Education Programs -	
	Poster Contest	1,000
	School Program	1,000
50189	<b>Local Agency Formation Commission (LAFCO)</b>	<b>36,000</b>
	Budget Assessment	36,000
50454	<b>Maintenance of Equipment</b>	<b>400</b>
	Adding Machines, Transcriber, Postage Machine, Board Room Recorder and Assistive Listening Device	
50991	<b>Expense Credit</b>	<b>(61,493)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



# Information Technology



Personnel Requirements (FTE's)

	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
Director of Information Technology	1.0	1.0	1.0
SCADA/IT Systems Administrator	1.0	1.0	1.0
Senior IT Specialist	1.0	1.0	1.0
<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 the entire network communications infrastructure throughout the District, servers and workstations, SCADA communications and control systems, 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. 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, the software and components will need to be updated or replaced near the end of the lifecycle, which will continuously present a challenge due to the ever-increasing amount of technology and connected devices present in the District.

To enhance efficiency and improve data processing activities, staff has deployed various data processing systems such as computerized asset maintenance and management, electronic signatures, automated meter reading, and provided customers a new customer portal for enhanced visibility to their water usage. A new Enterprise Resource Planning (ERP) software was deployed that offers the District significantly better capabilities with financial processing and reporting. Work continues to upgrade and enhance these systems and to provide additional data integration with other applications such as Asset Management System and Geographic Information System (GIS).



Fiscal Year 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
GIS staff has deployed web maps and user portals within the software, and GIS databases and maps have been integrated with the Asset Management System. The system is being continuously enhanced and actively used by District personnel.					✓		
Customers can view their bill information and pay their bills over the internet. As of April 17, 2024, there are approximately 5,959 customer accounts registered and utilizing the system, of which 1,496 have elected to no longer receive paper bills in the mail.					✓		
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.					✓		
Staff upgraded the computing infrastructure by deploying a new network switching infrastructure to the District main data center. This new infrastructure increased data transfer speeds tenfold to the main computing cluster. Staff also increased the storage capacity on critical servers.					✓		
Staff implemented additional data integration with Enterprise Resource Planning (ERP) software, Asset Management System, and Geographic Information System (GIS) that will meet the needs of the District. This data integration provides more streamlined data access across different modules and outside systems resulting in better operating efficiencies, improve payment processing activities, and provide enhanced financial reporting capabilities.					✓		
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, AI-based 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 continues to deploy the 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.					✓		

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



Fiscal Year 2024-2025 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue GIS expansion, enhancement, and utility – Ongoing Effort					✓		
Staff is continuing to upgrade SCADA industrial control system (ICS) software District-wide. Staff has completed SCADA control system software upgrades at the water reclamation facilities, with Woods Valley WRF completed in Fiscal Year 2017-18, Moosa WRF upgrade completed in 2021-22, and the water control system in the corporate office scheduled for upgrade starting 2024-25 and beyond.					✓		
Staff is continuing to implement additional data integration with Enterprise Resource Planning (ERP) software, Asset Management System, and Geographic Information System (GIS) that will meet the needs of the District. This data integration provides more streamlined data access across different modules and outside systems resulting in better operating efficiencies, improve payment processing activities, and provide enhanced financial reporting capabilities.					✓		
Staff will continue to implement 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 has been completed, subsequent phases will continue throughout 2024-2025, 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.					✓		



## Valley Center Municipal Water District

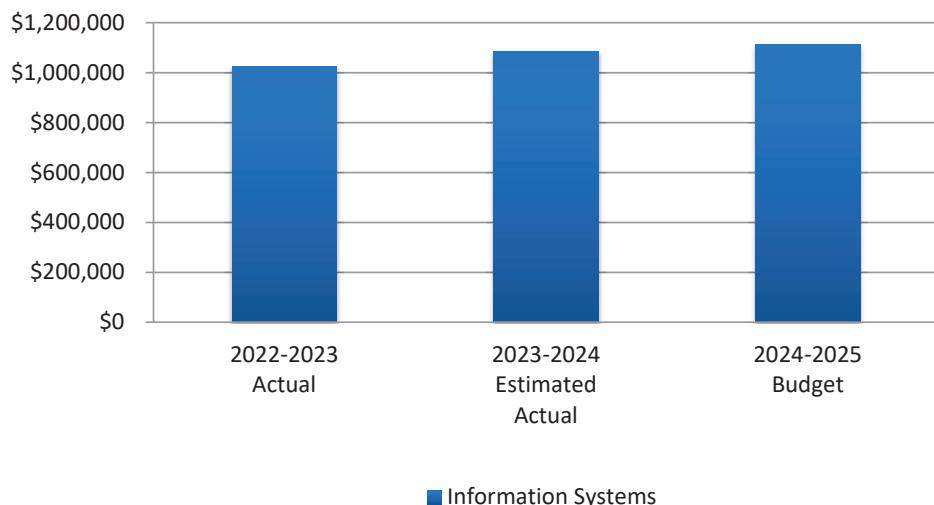
### Information Technology

#### Department Summary by Division

Fund	Department
01	05

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
13	Information Systems	1,025,035	1,069,927	1,085,852	1,114,337
<b>TOTAL INFORMATION SYSTEMS</b>		<b>1,025,035</b>	<b>1,069,927</b>	<b>1,085,852</b>	<b>1,114,337</b>

#### Division Expenses





## Valley Center Municipal Water District

### Information Technology

#### Division Summary by Expense Category

Fund	Department	Division
01	05	13

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	860,037	835,800	867,760	<b>903,800</b>
50003	Overtime	1,406	4,500	3,500	<b>4,500</b>
50010	Training & Education	125	3,500	500	<b>3,500</b>
50011	Uniform Allowance	1,047	1,025	1,050	<b>1,100</b>
50025	Outside Professional Services	0	5,000	2,000	<b>4,000</b>
50028	Printing	31,319	38,000	37,000	<b>35,000</b>
50029	Memberships & Subscriptions	390	260	250	<b>260</b>
50030	Special Department Expenses	17,379	28,500	28,000	<b>26,000</b>
50032	Telephone and Communications	20,246	25,000	22,000	<b>93,000</b>
50037	Transportation, Meals & Travel	0	500	150	<b>500</b>
50040	Rents and Leases	13,316	14,000	13,900	<b>14,500</b>
50341	Hazardous Waste Disposal Cost	0	500	400	<b>500</b>
50454	Maintenance of Equipment	37,029	43,000	44,000	<b>34,000</b>
50469	Maintenance Agreements & Contracts	99,542	130,000	125,000	<b>65,000</b>
50991	Expense Credit	(56,801)	(59,658)	(59,658)	<b>(71,323)</b>
<b>Total</b>		<b>1,025,035</b>	<b>1,069,927</b>	<b>1,085,852</b>	<b>1,114,337</b>



## Division Detail

Fund	Department	Division	Total Budget Request
01	05	13	\$1,114,337

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>903,800</b>
50003	<b>Overtime</b>	<b>4,500</b>
50010	<b>Training &amp; Education</b> Allocation from General Administration Training 01-02-18 Page 6-8A	<b>3,500</b>
50011	<b>Uniform Allowance</b>	<b>1,100</b>
50025	<b>Outside Professional Services</b>	<b>4,000</b>
50028	<b>Printing</b>	<b>35,000</b>
50029	<b>Memberships &amp; Subscriptions</b>	<b>260</b>
50030	<b>Special Department Expenses</b> Infrastructure Upgrades Computer Workstation Replacements Miscellaneous Hardware and Software	<b>26,000</b> 8,500 11,000 6,500
50032	<b>Telephone and Communications</b> Mobile Communications Internet Connectivity Telephone Lines	<b>93,000</b> 54,000 25,000 14,000
50037	<b>Transportation, Meals &amp; Travel</b>	<b>500</b>
50040	<b>Rents and Leases</b> Repeater Site Backup Tape Archive Storage	<b>14,500</b> 11,300 3,200
50341	<b>Hazardous Waste Disposal Costs</b>	<b>500</b>
50454	<b>Maintenance of Equipment</b> Server Repair Network Infrastructure Repair Wireless Infrastructure Video Surveillance Repair SCADA Infrastructure Printer Maintenance Workstation and Laptop Repair Telephone Equipment Repair Facsimile Machines Fire Suppression System Miscellaneous	<b>34,000</b> 3,000 5,000 7,000 7,500 5,000 2,000 1,500 1,000 500 500 1,000



## Division Detail

Fund	Department	Division
01	05	13

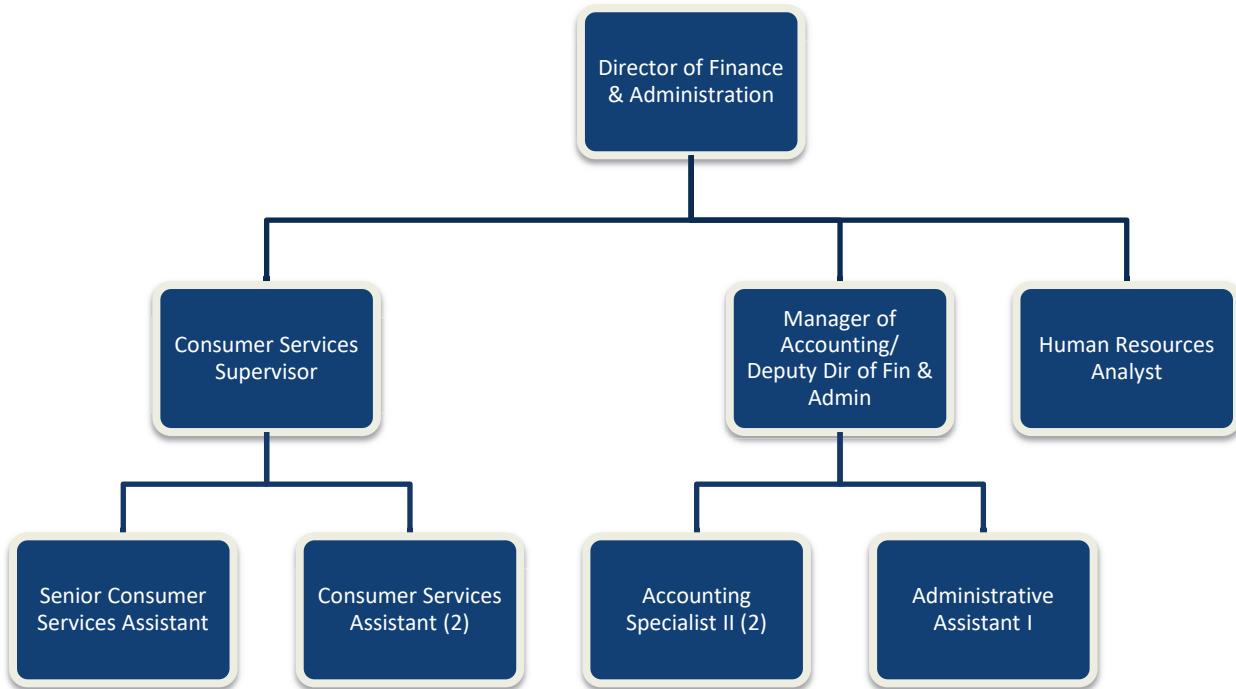
Account No.	Detail and Justification	Budget Request
50469	<b>Maintenance Agreements and Contracts</b>	<b>65,000</b>
	Asset Management System	28,000
	Telecommunication Systems	15,000
	Network Security Systems	6,000
	Backup and Data Storage	5,500
	Content Filtering	4,000
	Network Management Systems	3,500
	Endpoint Security Systems	2,000
	Website Content Management	1,000
50991	<b>Expense Credit</b>	<b>(71,323)</b>
	Reimbursement from Sewer Funds for Administrative Overhead	



# Finance



### Personnel Requirements (FTE's)



	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
Director of Finance & Administration/Treasurer	1.0	1.0	1.0
Manager of Accounting/Deputy Dir. Of Finance & Admin.	1.0	1.0	1.0
Accounting Specialist II	2.0	2.0	2.0
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	2.0	2.0	2.0
Administrative Assistant I	0.0	0.0	1.0
<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>10.0</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 Annual Comprehensive 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 213% 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 228% 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 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 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*				
		Water Supply	Infrastructure	Finance	Technology	Energy
The 2023-24 annual budget received the Award for Excellence in Operational Budgeting by the California Society of Municipal Finance Officers.				✓		
The 2023 Annual Comprehensive Financial Report received 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		
					2022 Actual	2023 Actual	2024 Projection
Finance	3	Discretionary Reserves		3-6 months operating and maintenance expenses	6 months	4.5 months	3-6 months
Finance	4	Return on Investments		>12-month rolling average on U.S. Treasury Bonds	< 12-month	< 12-month	≥12-month
Finance	5	Local Share of Total Commodity Costs		< 15% of total commodity cost for Full Price M&I	11.0%	11.1%	10.3%
				< 18% of total commodity cost for Full Price PSAWR	14.6%	14.6%	13.8%

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



Fiscal Year 2024-2025 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Continue to maintain discretionary reserves minimum of a three months' to a 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, 2024, to be no more than 15% of the total commodity cost for domestic customers and 18% for certified agricultural.	5			✓			
Submit the 2024-25 Operating Budget for consideration to receive the Award for Excellence in Operational Budgeting from the California Society of Municipal Finance Officers (CSMFO).				✓			
Submit the 2024 Annual Comprehensive 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.				✓			

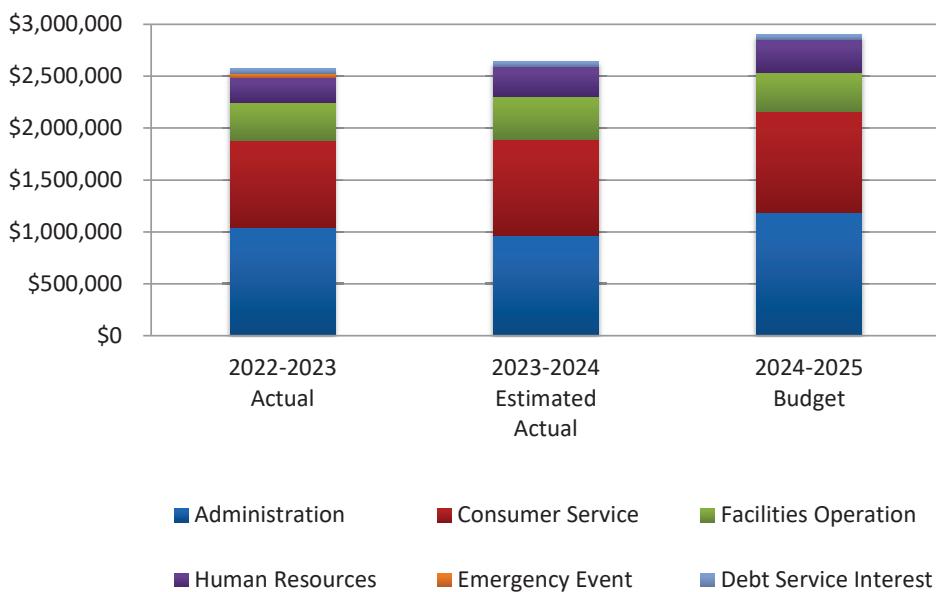


## Department Summary by Division

Fund	Department
01	02

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
11	Administration	1,039,679	954,763	962,673	1,189,045
12	Consumer Service	843,037	908,256	923,406	971,988
14	Facilities Operation	366,642	405,308	419,030	372,356
15	Human Resources	238,313	342,313	289,973	320,722
16	Salary Clearing	3,821,100	0	0	0
17	Emergency Event	38,566	0	0	0
19	Debt Service Interest	52,544	44,873	50,493	47,712
<b>TOTAL FINANCE</b>		<b>6,399,881</b>	<b>2,655,513</b>	<b>2,645,575</b>	<b>2,901,823</b>

## Division Expenses





## Valley Center Municipal Water District

### Finance Administration

#### Division Summary by Expense Category

Fund	Department	Division
01	02	11

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	978,284	837,800	905,120	1,069,500
50002	Temporary Labor	1,517	32,500	11,750	0
50003	Overtime	16,956	15,000	6,300	6,500
50010	Training & Education	1,192	4,000	1,780	4,000
50011	Uniform Allowance	3,271	3,200	2,950	3,400
50025	Outside Professional Services	65,737	85,000	70,625	82,500
50028	Printing	0	2,400	0	2,400
50029	Subscriptions and Publications	2,400	3,500	700	3,000
50030	Special Department Expenses	8,240	8,000	2,600	3,500
50033	Postage	7,821	8,000	6,500	7,250
50034	Membership Fees & Dues	445	600	485	600
50037	Transportation, Meals & Travel	4,999	8,000	7,100	7,500
50469	Maintenance of Agreements & Contracts	0	0	0	75,000
50991	Expense Credit	(51,183)	(53,237)	(53,237)	(76,105)
<b>Total</b>		<b>1,039,679</b>	<b>954,763</b>	<b>962,673</b>	<b>1,189,045</b>



## Valley Center Municipal Water District

## Finance Administration

### Division Detail

Fund	Department	Division	Total Budget Request
01	02	11	\$1,189,045

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	1,069,500
50002	<b>Temporary Labor</b>	0
50003	<b>Overtime</b>	6,500
50010	<b>Training &amp; Education</b> Allocation from General Administration Training 01-02-18 Page 6-9A	4,000
50011	<b>Uniform Allowance</b>	3,400
50025	<b>Outside Professional Services</b> Annual District Audit Single Audit - Other Services Bank Service Charges Proposition 218 Notification OPEB Actuarial Report for GASB 75 Compliance Availability Charges, Computer Svcs, Notices, & Liens Other	82,500 28,400 4,000 24,000 10,000 10,100 2,000 4,000
50028	<b>Printing</b> Checks Business Cards Other	2,400 2,000 200 200
50029	<b>Subscriptions and Publications</b> GASB 68 Reports Government Accounting Standards Board	3,000 2,500 500
50030	<b>Special Department Expenses</b> Office Supplies CAFR Applications and Debt Statistics Budget Application	3,500 1,500 1,500 500
50033	<b>Postage</b> Proposition 218 Notices FedEx & Miscellaneous Mailings	7,250 7,000 250
50034	<b>Memberships, Fees and Dues</b> Government Finance Officers Association California Municipal Treasurers' Association California Society of Municipal Finance Officers	600 250 200 150



## Valley Center Municipal Water District

### Finance Administration

#### Division Detail

Fund	Department	Division
01	02	11

Account No.	Detail and Justification	Budget Request
50037	<b>Transportation, Meals &amp; Travel</b> ACWA Fall & Spring Conference Other	<b>7,500</b>
50469	<b>Maintenance of Agreements &amp; Contracts</b> ERP System	<b>75,000</b>
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	<b>(76,105)</b>



## Valley Center Municipal Water District

### Finance Consumer Services

#### Division Summary by Expense Category

Fund	Department	Division
01	02	12

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	622,452	564,600	607,300	710,400
50002	Temporary Labor	17,621	16,200	12,700	0
50003	Overtime	2,998	24,000	5,000	6,000
50010	Training & Education	1,063	2,000	0	2,000
50025	Outside Professional Services	143,311	188,000	185,700	188,000
50028	Printing	84	300	150	300
50030	Special Department Expenses	2,509	1,800	1,200	1,500
50033	Postage	57,304	60,000	60,000	65,000
50037	Transportation, Meals & Travel	56	2,000	2,000	1,000
50087	Write Off of Uncollectible Accounts	56,407	100,000	100,000	60,000
50991	Expense Credit	(60,768)	(50,644)	(50,644)	(62,212)
<b>Total</b>		<b>843,037</b>	<b>908,256</b>	<b>923,406</b>	<b>971,988</b>



## Valley Center Municipal Water District

## Finance Consumer Services

### Division Detail

Fund	Department	Division	Total Budget Request
01	02	12	\$971,988

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	710,400
50002	<b>Temporary Labor</b>	0
50003	<b>Overtime</b>	6,000
50010	<b>Training &amp; Education</b> Allocation from General Administration Training 01-02-18 Page 6-9A	2,000
50025	<b>Outside Professional Services</b> Payment Processing Bill and Notice Preparation DocuSign 18-month Online Bill Retention Customer Statement Design Fees Inserts - Programming Charges Call-Em-All Advanced Metering Infrastructure Support	188,000
50028	<b>Printing</b> Business Cards	300
50030	<b>Special Department Expenses</b> Office Supplies Lien Releases & Recording Fees	1,500
50033	<b>Postage</b> 121,000 Water Bills & Final Notices	65,000
50037	<b>Transportation, Meals &amp; Travel</b> Transportation to Training and Seminars	1,000
50087	<b>Write Off of Uncollectible Accounts</b>	60,000
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	(62,212)



## Valley Center Municipal Water District

### Finance Facilities Operation

#### Division Summary by Expense Category

Fund	Department	Division
01	02	14

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50025	Outside Professional Services	1,197	2,000	1,575	1,800
50027	Office Supplies	5,848	8,000	6,500	7,000
50028	Printing	3,075	3,800	2,500	3,200
50030	Special Department Expenses	1,404	1,800	2,027	1,600
50032	Telephone/Answering Service	66,632	75,000	67,000	9,000
50040	Rents & Leases	(9,206)	1,400	1,330	1,500
50042	Insurance	242,095	270,310	275,500	293,010
50045	Electricity	62,763	50,000	69,800	60,000
50454	Maintenance of Equipment	325	525	325	325
50991	Expense Credit	(7,491)	(7,527)	(7,527)	(5,079)
<b>Total</b>		<b>366,642</b>	<b>405,308</b>	<b>419,030</b>	<b>372,356</b>



## Valley Center Municipal Water District

### Finance Facilities Operation

#### Division Detail

Fund	Department	Division	Total Budget Request
01	02	14	\$372,356

Account No.	Detail and Justification	Budget Request
50025	<b>Outside Professional Services</b>	1,800
	Record Destruction Services	1,800
50027	<b>Office Supplies-District</b>	7,000
	Various Office Supplies, Copier Paper	
50028	<b>Printing</b>	3,200
	Letterhead, Business Cards, Labels, Envelopes	
50030	<b>Special Department Expenses</b>	1,600
	Property Taxes for Facilities Outside the District	800
	County Vector Control Assessment	800
50032	<b>Answering Service</b>	9,000
50040	<b>Rents &amp; Leases</b>	1,500
	Storage of Application Files	1,500
50042	<b>Insurance</b>	293,010
	General Liability	189,800
	Property Damage and Fidelity Coverage	149,400
	Cyber Liability Program	11,300
	Other Self Insured Retention	5,000
	Less Amount Charged to Sewer Funds	(62,490)
50045	<b>Utilities-Electricity</b>	60,000
	Electricity for Administration, Board Room	
	Multipurpose Room, and Engineering Annex I & II	
50454	<b>Maintenance of Equipment</b>	325
	Currency Counter	325
50991	<b>Expense Credit</b>	(5,079)
	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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	240,505	299,900	301,800	324,100
50003	Overtime	1,393	500	400	500
50010	Training & Education	0	1,000	0	250
50025	Outside Professional Services	10,881	50,400	4,500	5,400
50026	Legal Services	0	1,000	0	500
50030	Special Department Expenses	55	1,000	400	700
50034	Membership Fees & Dues	329	600	760	800
50037	Transportation, Meals & Travel	0	7,000	1,200	9,000
50991	Expense Credit	(14,850)	(19,087)	(19,087)	(20,528)
<b>Total</b>		<b>238,313</b>	<b>342,313</b>	<b>289,973</b>	<b>320,722</b>



## Valley Center Municipal Water District

Finance

Human Resources

### Division Detail

Fund	Department	Division	Total Budget Request
01	02	15	\$320,722

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	324,100
50003	<b>Overtime</b>	500
50010	<b>Training &amp; Education</b> Allocation from General Administration Training 01-02-18 Page 6-8A	250
50025	<b>Outside Professional Services</b> Employee Assistance Program Employment Background Checks State Mandated Sexual Harassment Training Other	5,400
50026	<b>Legal Services</b> Personnel, Benefits, and Retirees' Health Plan	500
50030	<b>Special Department Expenses</b> Staff Meeting Supplies Other	700
50034	<b>Membership Fees and Dues</b> California Public Employers Labor Relations Association (CALPELRA)	800
50037	<b>Transportation, Meals &amp; Travel</b> Training, Seminars, Meetings CALPELRA Conference CalPers Conference Other	9,000
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	(20,528)



## Valley Center Municipal Water District

### Finance Salary Clearing

#### Division Summary by Expense Category

Fund	Department	Division
01	02	16

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor	7,873,920	7,915,053	7,956,245	8,203,977
50002	Temporary Labor	64,170	130,500	57,300	279,200
50003	Overtime	254,155	353,000	309,200	328,500
50004	Unemployment Insurance	9,248	9,700	9,000	10,300
50005	Retirement	3,120,587	3,242,800	3,085,500	3,569,400
50006	Medicare	117,187	121,200	117,300	127,200
50007	Medical	1,433,007	1,583,370	1,524,300	1,658,892
50008	Worker's Compensation	154,346	165,000	127,200	137,000
50009	Life and Disability Insurance	148,759	193,000	172,400	196,200
50012	Vacation/Sick/Holiday Leave	1,204,689	1,292,800	1,292,800	1,363,000
50013	Increase in Value Of Accrued Leave	269,750	141,300	141,300	6,800
50015	Dental	91,798	89,200	83,000	98,600
50016	Vision	12,000	14,000	11,900	13,500
50017	Retirement Health Deferred Cont.	41,325	47,500	43,200	53,400
50018	Post Retirement Health Benefit	406,778	406,778	249,152	270,995
50019	Social Security	3,932	6,300	4,200	5,500
50070	Pension Expense	4,318,454	0	0	0
50080	OPEB Expense	(497,354)	0	0	0
50991	Expense Credit - Leave	(1,204,689)	(1,294,600)	(1,292,800)	(1,363,000)
50991	Expense Credit	(14,000,962)	(14,416,901)	(13,891,197)	(14,959,464)
<b>Total</b>		<b>3,821,100</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Valley Center Municipal Water District

## Finance Salary Clearing

### Division Detail

Fund	Department	Division	Total Budget Request
01	02	16	\$16,322,464

Account No.	Detail and Justification	Budget Request
50001 <b>Labor</b>	Salary for all District employees	8,203,977
	Full Time Equivalents	73.00
50002 <b>Temporary Labor</b>		279,200
50003 <b>Overtime</b>		328,500
50004 <b>Unemployment Insurance</b>	Federal mandated program - 1.9% of first \$7,000.	10,300
50005 <b>Retirement</b>	District Contribution to CalPERS.	3,569,400
50006 <b>Medicare</b>	1.45% of base pay plus overtime on all employees hired after April 1, 1986.	127,200
50007 <b>Medical</b>	Preferred Provider or Health Maintenance Organization	1,658,892
50008 <b>Workers Compensation</b>		137,000
50009 <b>Life and Disability Insurance</b>		196,200
	Life and Accidental Death and Dismemberment	124,500
	Long-Term Disability	71,700
50012 <b>Vacation / Sick / Holiday Leave</b>		1,363,000
50013 <b>Increase in Value of Accrued Leave</b>	Generally Accepted Accounting Principles requires the District to fund accrued leave at current value at year end.	6,800
50015 <b>Dental Insurance</b>	District paid for employee and dependents.	98,600
50016 <b>Vision Insurance</b>	District paid for employee and dependents.	13,500
50017 <b>Retirement Health, Defined Contribution Plan</b>		53,400
50018 <b>Retirement Health, Defined Benefit Plan</b>	Annual required contribution to defined benefit plan.	270,995
50019 <b>Social Security</b>		5,500



## Valley Center Municipal Water District

### Finance Salary Clearing

#### Division Detail

Fund	Department	Division	Total Budget Request
01	02	16	-\$16,322,464

Account No.	Detail and Justification	Budget Request
50022	<b>Deferred Compensation Match</b>	0
50070	<b>Pension Expense</b> GASB 68 Adjustment	0
50080	<b>Other Post Employment Benefits (OPEB) Expense</b> GASB 75 Adjustment	0
50991	<b>Expense Credit - Leave</b>	(1,363,000)
50991	<b>Expense Credit</b>	(14,959,464)



## Valley Center Municipal Water District

### Finance Emergency Event

#### Division Summary by Expense Category

Fund	Department	Division
01	02	17

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	0	0	0	0
50003	Overtime	0	0	0	0
50020	Emergency Paid Sick/EFMLA/Admin Leave	38,107	0	0	0
50025	Outside Professional Services	0	0	0	0
50030	Special Department Expenses	459	0	0	0
50033	Postage	0	0	0	0
<b>Total</b>		<b>38,566</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Division Detail

Fund	Department	Division	Total Budget Request
01	02	17	\$0

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



## Valley Center Municipal Water District

Finance  
Training

### Division Summary by Expense Category

Fund	Department	Division
01	02	18

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50110	General and Administration	0	1,000	250	750
50111	Finance Administration	1,192	4,000	7,800	4,000
50112	Consumer Services	1,063	2,000	0	2,000
50113	Information Technology	125	3,500	500	3,500
50115	Human Resources	0	1,000	0	250
50121	Engineering Administration	21,561	37,000	34,000	30,000
50131	Operations & Facilities Administration	30,633	30,000	27,500	30,000
50991	Expense Credit	(54,574)	(78,500)	(70,050)	(70,500)
<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	Total Budget Request
01	02	18	\$0
Account No.	Detail and Justification		Budget Request
50110	<b>General Administration</b>		<b>750</b>
	Seminars & Workshops		750
50111	<b>Finance Administration</b>		<b>4,000</b>
	Continuing Education		3,750
	Accounting Updates		250
50112	<b>Consumer Services</b>		<b>2,000</b>
	Continuing Education		1,800
	Customer Service Seminars		200
50113	<b>Information Technology</b>		<b>3,500</b>
	Software Training Tuition Reimbursement		3,500
50115	<b>Finance - Human Resources</b>		<b>250</b>
	Miscellaneous Training		250
50121	<b>Engineering Administration</b>		<b>30,000</b>
	Continuing Education		16,000
	Professional Development		10,000
	Environmental Systems Research Institute (ESRI)		3,000
	Construction Management Assoc. of America (CMAA)		1,000
50131	<b>Operations &amp; Facilities Administration</b>		<b>30,000</b>
	Continuing Education		14,000
	Technology Classes		3,700
	Electric		3,000
	Safety		2,700
	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>(70,500)</b>



## Valley Center Municipal Water District

### Finance Debt Service

#### Division Summary by Expense Category

Fund	Department	Division
01	02	19

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
00-21150	Principal on SRF Debt - Cool Valley Rsvr	174,250	177,049	177,049	179,893
	<b>Total Principal</b>	<b>174,250</b>	<b>177,049</b>	<b>177,049</b>	<b>179,893</b>
50071	Interest on SRF Debt - Cool Valley Rsvr	46,172	43,373	43,373	40,529
	<b>Total Debt Service Interest</b>	<b>46,172</b>	<b>43,373</b>	<b>43,373</b>	<b>40,529</b>
	<b>Total Debt Service</b>	<b>220,422</b>	<b>220,422</b>	<b>220,422</b>	<b>220,422</b>

#### SOURCE OF FINANCING

Water Availability Charge/Other	220,422	220,422	220,422	220,422
<b>Total</b>	<b>220,422</b>	<b>220,422</b>	<b>220,422</b>	<b>220,422</b>

#### OTHER INTEREST EXPENSE

50161	Interest on Lake Turner Solar NRG	2,445	1,500	4,136	5,169
50163	Interest on Right to Use Assets	3,927	0	2,984	2,014
	<b>Total Other Interest Expense</b>	<b>6,372</b>	<b>1,500</b>	<b>7,120</b>	<b>7,183</b>
	<b>Total All Interest Expense</b>	<b>52,544</b>	<b>44,873</b>	<b>50,493</b>	<b>47,712</b>



# Valley Center Municipal Water District

Finance

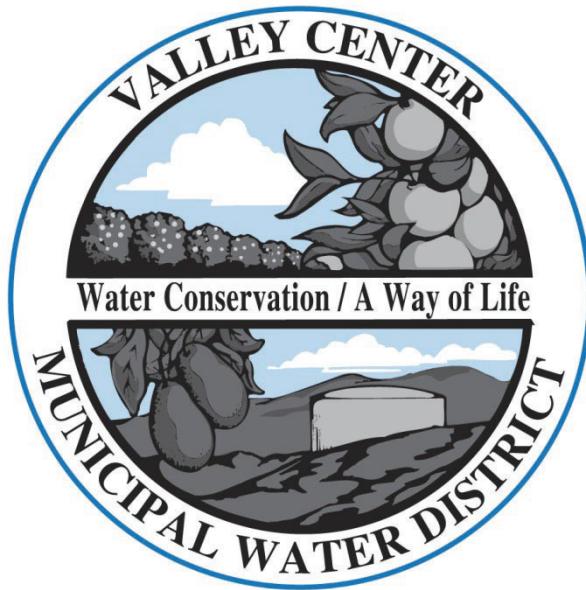
## California Drinking Water

### Cool Valley Reservoir Cover/Liner Replacement

## SRF Payment Schedule

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)
<b>Total</b>		<b>\$3,715,572.00</b>			<b>\$629,359.26</b>	<b>\$4,344,931.26</b>	

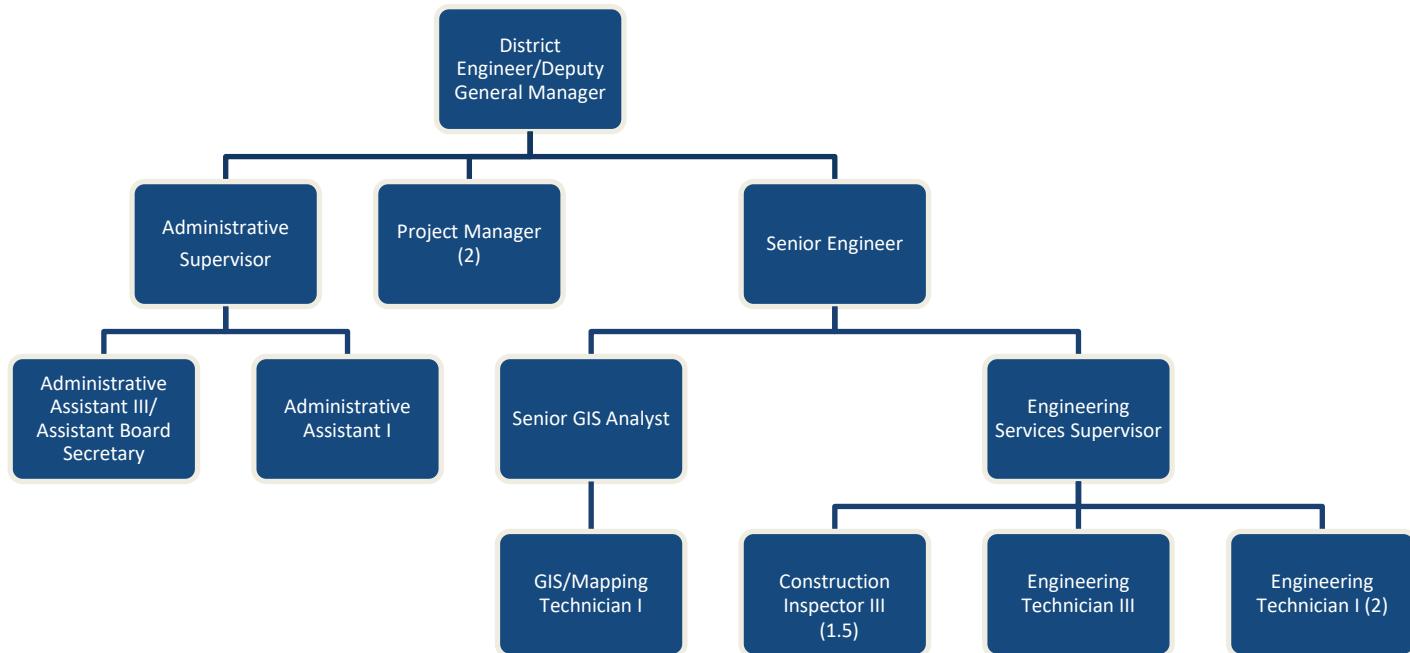


# Engineering



## Valley Center Municipal Water District

## Engineering



### Personnel Requirements (FTE's)

	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
District Engineer/Deputy General Manager	1.0	1.0	0.5
Senior Engineer	1.0	1.0	1.0
Project Manager	2.0	2.0	2.0
Administrative Supervisor	1.0	1.0	1.0
Administrative Assistant III/Assistant Board Secretary	1.0	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0
Engineering Services Supervisor	1.0	1.0	1.0
Engineering Technician III	1.0	1.0	1.0
Engineering Technician I	3.0	3.0	2.0
Senior GIS Analyst	1.0	1.0	1.0
GIS/Mapping Technician	0.0	0.0	1.0
Construction Inspector III	0.0	0.0	1.5
Construction Inspector	2.0	2.0	0.0
<b>Total</b>	<b>15.0</b>	<b>15.0</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.

Performance Standard	Strategic Plan Goal*				
	Water Supply	Infrastructure	Finance	Technology	Energy
Operation staff have been successfully using the ESRI application to efficiently satisfy the new lead pipe regulation and are on track to meet the deadline.				✓	
Successfully completed three projects: Lilac Road, Gordon Hill, and Oat Hill under the 2020 Pipeline Replacement Project through State Revolving Fund Loan Assistance Program in the amount of \$8,500,000.			✓		
Executed the construction phase agreement between SDCWA, Valley Center and Yuima for the construction funding of the North County Emergency Storage Project for a total amount of \$11,325,000. Awarded the project and initiated construction.	✓	✓			
Completed Kornblum Chloramine Boosting System pilot, and constructed permanent system.		✓			
Appropriated \$3.06M through an EPA Grant to be applied towards the Rodriguez Road Pipeline Replacement Project.		✓			
Completed Painting and Recoating of San Gabriel Reservoir		✓			
Expanded utilization of Cityworks to allow for more efficient management of fleet and backflow assets.	✓			✓	
Processed applications and released for installation 52 domestic water meters; 63 fire service meters; 3 meter resizes; 14 meter relocations; 23 construction meters;	1	✓			
Managed and administrated 60 Agency Clearance letters; 18 Project Availability and Commitment letters; 2 Special Projects; and 2 wastewater system connections.	1	✓			
Marked out and processed 2,727 underground service alert requests.		✓			
Identified and resolved 3 new right-of-way violation; processed 6 new encroachments and issued 4 encroachment permits.		✓			
Updated 303 as-built drawings, reflecting newly installed facilities of various types. Mapped 121 Easements in GIS		✓			
Oversaw 1 development and special projects through final completion and 2 through conditional acceptance.		✓			

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



Fiscal Year 2024-2025 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Follow through with construction of the North County Emergency Storage project per established agreement and project documents.		✓					
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.			✓				
Implement a Pilot project at Cobb reservoir deploying a mixing and chemical feed system to improve water quality management specific to floating cover reservoirs.			✓				
Collect disbursements for the SRF 2020 Pipeline Replacement Project, recovering capital reserves expended on those projects. Submit and initiate review of the second SRF application, 2021 Replacement Project.			✓				
Complete the painting and recoating of the reservoirs recommended for FY 2023-24.			✓				
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.					✓		
Conduct a water age analysis using the water model of the entire system, identifying areas where operational modifications are needed to better control water quality					✓		
Carry out an update of water system SCADA standards, practices, and PLC equipment. Establishing templates for programming and operating typical facility types like reservoirs, pump stations and pressure reducing stations.					✓		
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.					✓		



Long-Term Goals & Objectives	Performance Standard	Strategic Plan Goal*				
		Water Supply	Infrastructure	Finance	Technology	Energy
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.			✓			✓

#### DEPARTMENT PERFORMANCE STANDARDS

Standard No.	Performance Standard Description	Trend	Annual Target/Goal	Calendar Year		
				2022 Actual	2023 Actual	2024 Projection
8	Project's Actual Cost	↔	±10% of Engineer's Estimate for CIP Projects	11.0%	8.0%	±10%
9	Capital Improvement Project Timelines	↔	Under contract within 12 months of budget approval	Met	Met	within 12 months

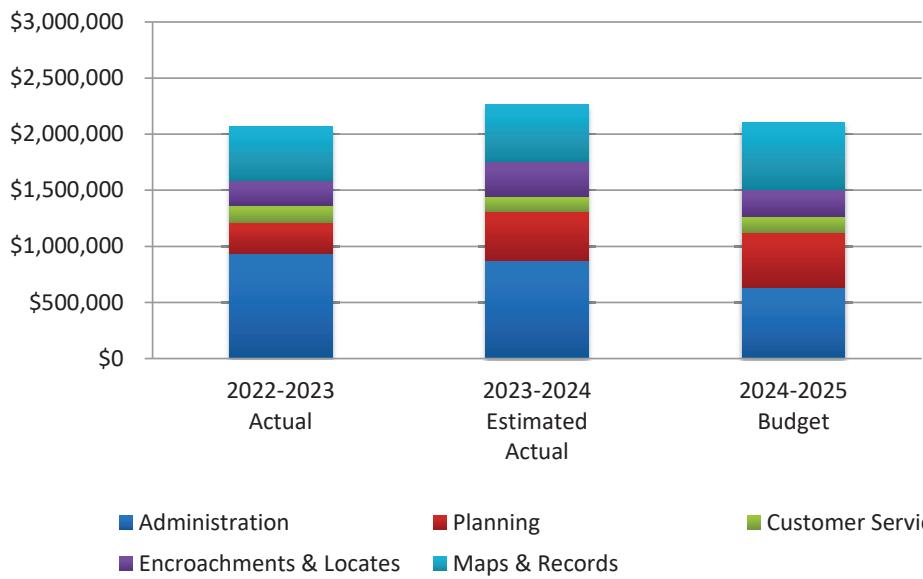


## Department Summary by Division

Fund	Department
01	03

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
21	Administration	937,054	740,737	877,701	<b>633,550</b>
22	Planning	276,309	478,850	434,447	<b>491,445</b>
23	Customer Service	147,589	118,161	130,158	<b>141,776</b>
24	Encroachments & Locates	223,807	309,588	309,868	<b>243,467</b>
28	Maps & Records	484,210	568,596	508,166	<b>597,225</b>
<b>TOTAL ENGINEERING</b>		<b>2,068,969</b>	<b>2,215,932</b>	<b>2,260,340</b>	<b>2,107,463</b>

## Division Expenses





## Valley Center Municipal Water District

Engineering  
Administration

### Division Summary by Expense Category

Fund	Department	Division
01	03	21

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	867,535	710,900	847,824	<b>606,000</b>
50003	Overtime	2,357	1,200	6,765	<b>1,200</b>
50010	Training & Education	21,561	37,000	34,000	<b>30,000</b>
50011	Uniforms/Shoes	5,287	6,900	6,900	<b>6,900</b>
50026	Legal Services	9,674	7,500	7,500	<b>7,500</b>
50028	Printing	0	0	0	<b>0</b>
50029	Books & Subscriptions	0	750	4,060	<b>4,060</b>
50030	Special Department Expenses	6,034	6,500	3,340	<b>3,590</b>
50034	Membership Fees & Dues	3,570	4,090	3,970	<b>5,850</b>
50037	Transportation, Meals & Travel	721	1,200	2,145	<b>2,000</b>
50085	Capital Planning	65,822	0	0	<b>0</b>
50459	Software Technical Support	0	6,000	2,500	<b>7,000</b>
50991	Expense Credit	(45,507)	(41,303)	(41,303)	<b>(40,550)</b>
<b>Total</b>		<b>937,054</b>	<b>740,737</b>	<b>877,701</b>	<b>633,550</b>



## Valley Center Municipal Water District

### Engineering Administration

#### Division Detail

Fund	Department	Division	Total Budget Request
01	03	21	\$667,100

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular Full-Time Equivalents	606,000
50003	Overtime	1,200
50010	Training & Education Allocation from General Administration Training 01-02-18 Page 6-8A	30,000
50011	Uniforms/Shoes	6,900
50026	Legal Services	7,500
50029	Books & Subscriptions Standard Specifications for Public Works Technical Journals, Publications, Software Engineering News Record Box.com Subscription Parcel Quest - Online Property Search Tool Miscellaneous	4,060
50030	Special Department Expenses General Office Supplies and Equipment SD County Assessor's Maps Miscellaneous	3,590
50034	Membership, Fees & Dues American Public Works Association American Society of Civil Engineers American Water Works Association AMPP Membership (Coating Inspection) California Water Efficiency Partnerships & Alliance for Water Efficiency California Water Environment Association Membership Construction Management Association of America Certified Construction Manager Professional Engineer Certification Renewal Clean Water SoCal (Formerly SCAP) Water Environment Federation	5,850
50037	Transportation, Meals & Travel	2,000



## 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 Management Software MS Project Bluebeam	7,000
50991	Expense Credit Reimbursement from Sewer Funds for Administrative Overhead	(40,550)



### Division Summary by Expense Category

Fund	Department	Division
01	03	22

Account No.	Description	2022-2023		2023-2024		2024-2025	
		Actual	Budget	Estimated Actual	Budget		
50001	Labor & Benefits - Regular	281,205	459,300	437,176	<b>443,000</b>		
50002	Temporary Labor	0	0	0	<b>28,400</b>		
50003	Overtime	145	500	1,426	<b>1,500</b>		
50025	Outside Professional Services	4,320	35,000	14,000	<b>30,000</b>		
50030	Special Department Expenses	1,339	750	1,000	<b>2,000</b>		
50037	Transportation, Meals & Travel	66	2,500	2,500	<b>2,500</b>		
50459	Software Technical Support	6,457	7,500	5,045	<b>15,500</b>		
50991	Expense Credit	(17,223)	(26,700)	(26,700)	<b>(31,455)</b>		
<b>Total</b>		<b>276,309</b>	<b>478,850</b>	<b>434,447</b>	<b>491,445</b>		



## Valley Center Municipal Water District

### Engineering Planning

#### Division Detail

Fund	Department	Division	Total Budget Request
01	03	22	\$491,445

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular Full-Time Equivalents	443,000
50002	Temporary Labor	28,400
50003	Overtime	1,500
50025	Outside Professional Services Sewer System Computer Model Water Loss Validation	30,000
50030	Special Department Expenses Microsoft Project Upgrade Project Management Supplies and Equipment	2,000
50037	Transportation, Meals & Travel	2,500
50459	Software Technical Support Aquanuity - Water Aquanuity - Sewer Aquanuity - Asset Trimble Pressure Device Subscription	15,500
50991	Expense Credit Reimbursement from Sewer Funds for Administrative Overhead	(31,455)



## Valley Center Municipal Water District

Engineering  
Customer Service

### Division Summary by Expense Category

Fund	Department	Division
01	03	23

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	139,876	123,400	127,580	149,500
50003	Overtime	1,234	1,000	1,000	1,000
50025	Outside Professional Services	2,500	0	0	0
50030	Special Department Expenses	7,611	250	8,067	250
50037	Transportation, Meals & Travel	0	100	100	100
50991	Expense Credit	(3,632)	(6,589)	(6,589)	(9,074)
<b>Total</b>		<b>147,589</b>	<b>118,161</b>	<b>130,158</b>	<b>141,776</b>



## Valley Center Municipal Water District

Engineering  
Customer Service

### Division Detail

Fund	Department	Division	Total Budget Request
01	03	23	\$141,776

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>149,500</b>
50003	<b>Overtime</b>	<b>1,000</b>
50030	<b>Special Department Expenses</b> Office Supplies	<b>250</b>
50037	<b>Transportation, Meals &amp; Travel</b>	<b>100</b>
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	<b>(9,074)</b>



## Valley Center Municipal Water District

### Engineering Encroachments & Locates

#### Division Summary by Expense Category

Fund	Department	Division
01	03	24

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	231,575	295,400	295,400	<b>226,000</b>
50003	Overtime	3,508	1,500	1,500	<b>1,500</b>
50025	Outside Professional Services	717	5,000	5,000	<b>10,000</b>
50026	Legal Services	0	10,000	10,000	<b>10,000</b>
50029	Books & Subscriptions	0	250	250	<b>250</b>
50030	Special Department Expenses	5,161	12,000	11,600	<b>7,100</b>
50037	Transportation, Meals & Travel	0	300	300	<b>300</b>
50454	Maintenance of Equipment	0	1,000	2,000	<b>2,500</b>
50459	Software Technical Support	1,080	1,400	1,080	<b>1,400</b>
50991	Expense Credit	(18,234)	(17,262)	(17,262)	<b>(15,583)</b>
<b>Total</b>		<b>223,807</b>	<b>309,588</b>	<b>309,868</b>	<b>243,467</b>



## Valley Center Municipal Water District

### Engineering Encroachments & Locates

#### Division Detail

Fund	Department	Division	Total Budget Request
01	03	24	\$243,467

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>226,000</b>
50003	<b>Overtime</b>	<b>1,500</b>
50025	<b>Outside Professional Services</b> Surveying ROW Assistance	<b>10,000</b>
50026	<b>Legal Services</b>	<b>10,000</b>
50029	<b>Books &amp; Subscriptions</b>	<b>250</b>
50030	<b>Special Department Expenses</b> Markout Supplies Inspection Supplies Dig Alert - Tickets Dig Alert - Base	<b>7,100</b>
50037	<b>Transportation, Meals &amp; Travel</b>	<b>300</b>
50454	<b>Maintenance of Equipment</b> Locators ElcoMeter Calibration Metal Detector	<b>2,500</b>
50459	<b>Software Technical Support</b> NoteVault	<b>1,400</b>
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	<b>(15,583)</b>



## Valley Center Municipal Water District

### Engineering Maps & Records

#### Division Summary by Expense Category

Fund	Department	Division
01	03	28

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	445,684	537,400	487,425	<b>562,400</b>
50003	Overtime	2,513	1,500	1,500	<b>1,500</b>
50025	Outside Professional Services	27,200	20,000	10,000	<b>30,000</b>
50029	Books & Subscriptions	0	150	150	<b>150</b>
50030	Special Department Expenses	10,019	2,700	2,300	<b>2,700</b>
50034	Membership Fees & Dues	0	150	195	<b>200</b>
50037	Transportation, Meals & Travel	386	900	800	<b>1,000</b>
50454	Maintenance of Equipment	1,902	500	500	<b>500</b>
50459	Software Technical Support	28,327	37,000	37,000	<b>37,000</b>
50991	Expense Credit	(31,821)	(31,704)	(31,704)	<b>(38,225)</b>
<b>Total</b>		<b>484,210</b>	<b>568,596</b>	<b>508,166</b>	<b>597,225</b>



## Valley Center Municipal Water District

## Engineering Maps & Records

### Division Detail

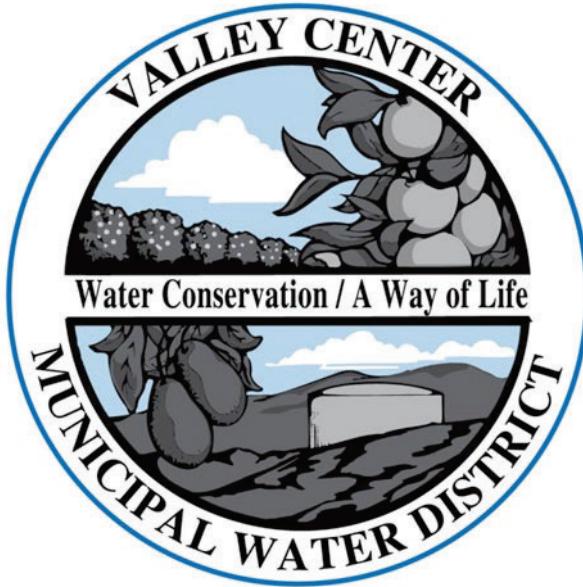
Fund	Department	Division	Total Budget Request
01	03	28	\$597,225

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	562,400
50003	<b>Overtime</b>	1,500
50025	<b>Outside Professional Services</b> GIS Application Support Facilitate Migration to ArcPro Setup Trace Tool Provide Arcade Support for Cityworks Miscellaneous As-Needed Support	30,000
50029	<b>Books &amp; Subscriptions</b>	150
50030	<b>Special Department Expenses</b> Drafting Office Supplies Plotter Supplies	2,700
50034	<b>Membership Fees and Dues</b> Urban and Regional Information Systems Association	200
50037	<b>Transportation, Meals &amp; Travel</b> ESRI User Conference Miscellaneous	1,000
50454	<b>Maintenance of Equipment</b> Large Format Plotters	500
50459	<b>Software Technical Support</b> Nearmap Imagery AutoCAD Software 3-SLM GIS Small Utilities Enterprise Agreement	37,000
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds	(38,225)

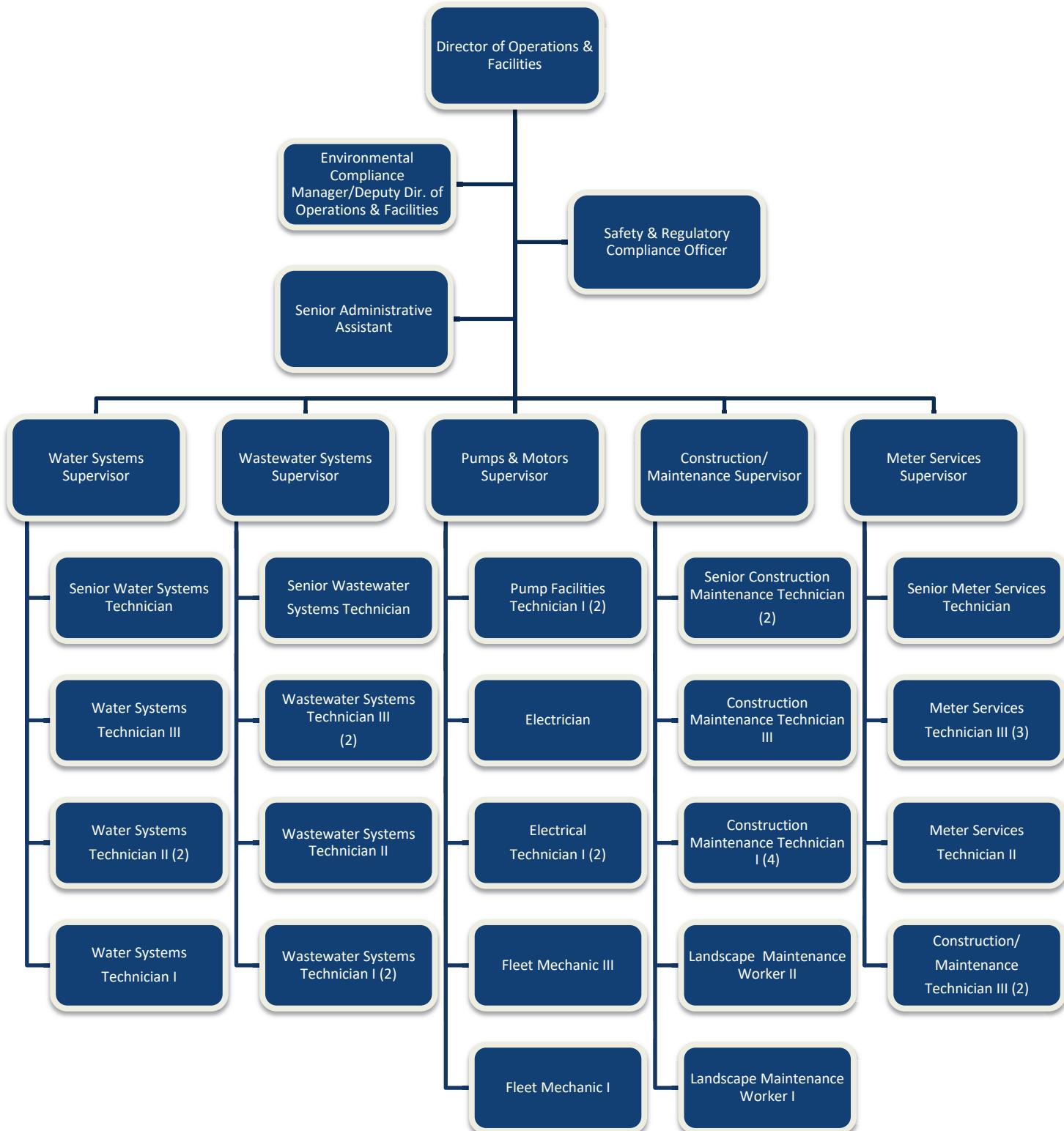


## Valley Center Municipal Water District

This page intentionally left blank



# Operations & Facilities





## Personnel Requirements (FTE's)

	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
Director of Operations & Facilities	1.0	1.0	1.0
Safety & Regulatory Compliance Officer	1.0	1.0	1.0
Senior Administrative Assistant	1.0	1.0	1.0
Environmental Compliance Manager/Dep. Dir. of O&F	0.0	0.0	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	2.0	3.0	2.0
Construction Maintenance Technician III	2.0	2.0	3.0
Construction Maintenance Tech II	1.0	2.0	0.0
Construction Maintenance Tech I	4.0	2.0	4.0
Landscape Maintenance Worker II	1.0	1.0	1.0
Landscape Maintenance Worker I	1.0	1.0	1.0
Senior Meter Service Technician	1.0	1.0	1.0
Meter Services Technician III	2.0	2.0	3.0
Meter Services Technician II	2.0	2.0	1.0
Senior Pump Facilities Technician	1.0	1.0	0.0
Pump Facilities Technician I	2.0	2.0	2.0
Electrician	1.0	1.0	1.0
Electrical Technician II	0.0	1.0	0.0
Electrical Technician I	2.0	1.0	2.0
Fleet Mechanic III	1.0	1.0	1.0
Fleet Mechanic II	0.0	1.0	0.0
Fleet Mechanic I	1.0	0.0	1.0
Senior Water Systems Technician	1.0	1.0	1.0
Water Systems Technician III	0.0	1.0	1.0
Water Systems Technician II	2.0	1.0	2.0
Water Systems Technician I	2.0	2.0	1.0
<b>Total</b>	<b>36.0</b>	<b>36.0</b>	<b>36.0</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 43 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 the insurance provider, ACWA/JPIA. It also monitors and assists the District in complying with all applicable federal, state and county safety regulations and requirements. For 14 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 \$875,598. The District will not receive a refund for Fiscal Year 2023-2024. The past 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 \$1,114,510 over the past 16 years. Combined, the District has received refunds and lower insurance premiums of \$1,990,108. In addition, the District Security Division ensures that District facilities are secure via cameras, facility security hardening and implementation of the Risk and Resilience Assessment.

**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 51 locations consisting of 41 reservoirs, 104 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 56 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 343 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 1,696 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.



## 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. The Division reads and monitors the Advanced Metering Infrastructure (AMI), and tests water meters and backflow devices. As of January 31, 2024, there were 11,766 active meters, of which 1,996 are fire meters, and 6,215 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 maintenance 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 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		
					2022 Actual	2023 Actual	2024 Projection
Water Supply	2	Unknown Water Loss (UWL)		Minimize and reduce UWL wherever possible	4.6%	4.1%	5.0%
Energy	6	Pump Efficiency		95% of Design Efficiency	106%	106%	> 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%	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 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
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 and alternative energy projects at various locations and facilities throughout our service area to reduce our overall energy expenses.						✓	
Completed the installation of one new 12" main line gate valve and appurtenances.			✓				
Purchased and outfitted 2 half ton replacement pickup trucks, 4 service trucks and 2 dump trucks.		✓					
Completed smog testing on 13 vehicles and opacity testing on 11 trucks.	12	✓					
Load tested 18 Emergency Back-up Generators.	12	✓					
Satin sealed the asphalt paving at 8 reservoirs, pressure reducing stations, and pump station sites.		✓	✓				
Cleaned and inspected 6 steel tank reservoirs and inspected and cleaned 5 floating cover reservoirs.	10	✓					
Painted and maintained approximately 425 fire hydrants as part of the Districts Fire Hydrant Maintenance Program		✓	✓				
Completed 100% of Valve Maintenance through Quad K, 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	✓					
Completed 97% installation of water meters/fire meters and backflow devices within the Park Circle and Orchard Run Developments	12		✓				

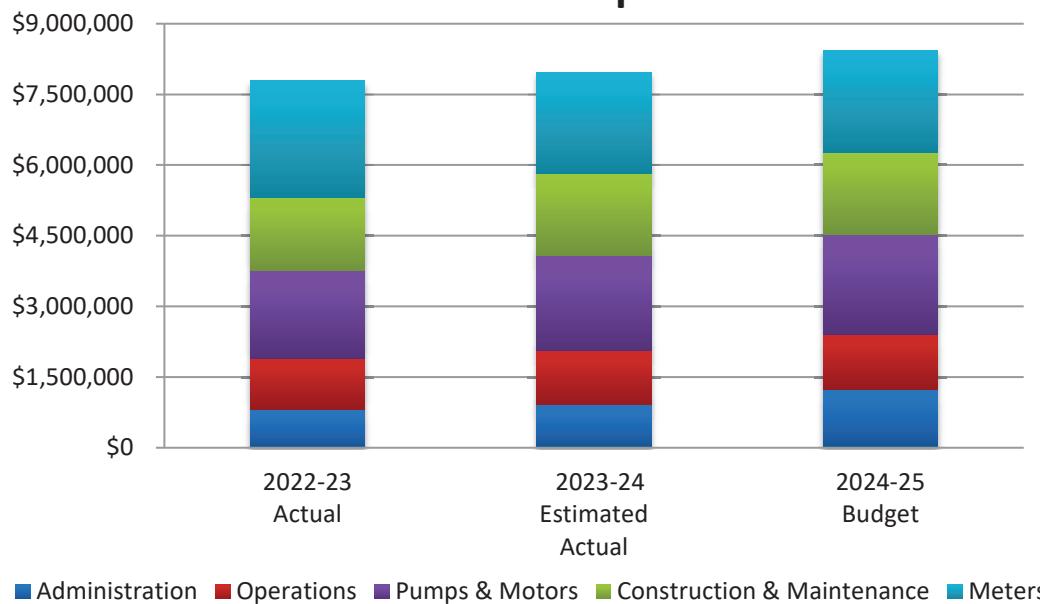


Fiscal Year 2024-2025 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Repair, upgrade and maintain the water system, while at the same time keeping the system fully operational and meeting all District goals, 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 by replacing high usage 3-inch, 2-inch, 1½-inch turbo meters to the new Omni Meters and ¾" and 1" SR II meters to the new I-Pearl and Ally 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 pumping efficiency requirements through repair, reconditioning and replacing of sub-par pumping equipment. Explore new technology's and repair procedures to improve pumping efficiencies, along with modernizing pumps to accommodate mechanical seals.	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					✓	
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		✓	✓		✓	
Perform more preventative maintenance to maintain or improve the high level of reliability within the SCADA system and functionality.	10		✓		✓	✓	
Ecomplete the collection of data for the Lead Service Line Inventory of customer owned piping which is a new requirement issued by the State Water Resources Control Board.							
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		✓				
Install the new Sensus Ally meters that feature a remote turn-on, turn-off and or restricted use capabilities.	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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
<b>ADMINISTRATION</b>		<b>820,635</b>	<b>945,054</b>	<b>915,015</b>	<b>1,243,415</b>
31	Administration	471,151	497,651	517,433	822,929
32	Safety & Regulatory Compliance	265,772	312,287	308,887	309,021
34	District Security	83,712	135,116	88,695	111,465
<b>OPERATIONS</b>		<b>1,080,510</b>	<b>1,196,300</b>	<b>1,145,081</b>	<b>1,167,250</b>
42	System Operation	678,809	785,650	730,257	743,550
44	Treatment	54,548	89,600	61,328	126,850
45	Automatic Valves	135,711	147,300	142,000	121,900
49	Water Quality Control	211,442	173,750	211,496	174,950
<b>PUMPS &amp; MOTORS</b>		<b>1,855,898</b>	<b>2,025,100</b>	<b>2,024,826</b>	<b>2,124,100</b>
43	SCADA	158,665	229,500	223,522	244,000
46	Reservoir Maintenance	207,543	223,800	209,180	328,300
48	Pump Station Maintenance	882,570	998,800	941,595	950,900
71	Vehicle & Equipment Maintenance	607,120	573,000	650,529	600,900
<b>CONSTRUCTION &amp; MAINTENANCE</b>		<b>1,555,386</b>	<b>1,712,783</b>	<b>1,732,051</b>	<b>1,729,838</b>
33	Landscape & Paving Maintenance	245,580	224,483	234,601	268,138
53	Pipeline and Right-of-Way Maint.	527,367	727,200	748,300	784,700
55	Valve Maintenance & Location	782,439	761,100	749,150	677,000
<b>METERS</b>		<b>2,472,237</b>	<b>2,151,757</b>	<b>2,156,339</b>	<b>2,194,506</b>
54	Corporate Facilities Maintenance	89,630	123,607	80,607	130,356
61	Meter Installation	844,202	483,350	525,202	341,950
63	Service Connection Maintenance	1,334,921	1,294,100	1,275,830	1,431,200
65	Backflow Maintenance	203,484	250,700	274,700	291,000
<b>TOTAL OPERATIONS &amp; FACILITIES</b>		<b>7,784,666</b>	<b>8,030,994</b>	<b>7,973,312</b>	<b>8,459,109</b>



## Valley Center Municipal Water District

### Operations & Facilities Administration

#### Division Summary by Expense Category

Fund	Department	Division
01	04	31

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	413,733	424,100	426,500	<b>735,200</b>
50002	Temporary Labor	5,080	16,200	9,700	<b>0</b>
50003	Overtime	2,174	500	350	<b>500</b>
50010	Training & Education	30,633	30,000	27,500	<b>30,000</b>
50011	Uniform/Clothing/Shoes	41,011	38,500	38,500	<b>43,800</b>
50028	Printing	2,431	1,000	900	<b>1,000</b>
50030	Special Department Expenses	1,272	1,500	1,500	<b>1,500</b>
50032	Automated Telephone Dial Service	0	1,000	0	<b>1,000</b>
50033	Postage	0	100	100	<b>100</b>
50034	Memberships, Fees and Dues	0	500	164	<b>500</b>
50037	Transportation, Meals & Travel	1,809	11,000	6,500	<b>11,000</b>
50038	Regulatory Permits & Fees	794	1,000	868	<b>1,000</b>
50469	Maintenance of Software	0	0	32,600	<b>50,000</b>
50991	Expense Credit	(27,786)	(27,749)	(27,749)	<b>(52,671)</b>
<b>Total</b>		<b>471,151</b>	<b>497,651</b>	<b>517,433</b>	<b>822,929</b>



## Valley Center Municipal Water District

### Operations & Facilities Administration

#### Division Detail

Fund	Department	Division	Total Budget Request
01	04	31	\$822,929
Account No.	Detail and Justification		Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>		<b>735,200</b>
	Full-Time Equivalents		2.82
50002	<b>Temporary Labor</b>		<b>0</b>
50003	<b>Overtime</b>		<b>500</b>
50010	<b>Training &amp; Education</b>		<b>30,000</b>
	Allocation from General Administration Training 01-02-18 Page 6-9A		
50011	<b>Uniform/Clothing/Shoes</b>		<b>43,800</b>
	Uniforms for Field Personnel	29,000	
	Safety Shoes	12,800	
	Hats	1,000	
	Sweatshirts	1,000	
50028	<b>Printing</b>		<b>1,000</b>
	General Printing	1,000	
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>100</b>
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	
50469	<b>Maintenance of Software</b>		<b>50,000</b>
	Cityworks Upgrade 23.3	4,580	
	OPX Implementation	6,700	
	Pumps & Motors - Phase II	23,720	
	Services as needed	15,000	
50991	<b>Expense Credit</b>		<b>(52,671)</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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	235,749	271,200	270,000	<b>276,200</b>
50003	Overtime	1,152	6,000	1,500	<b>6,000</b>
50014	Employee Physicals	11,656	9,000	6,500	<b>9,000</b>
50025	Outside Professional Services	5,750	22,100	18,000	<b>12,600</b>
50030	Special Department Expenses	26,745	20,000	29,500	<b>23,500</b>
50034	Memberships, Fees and Dues	777	1,400	800	<b>1,500</b>
50991	Expense Credit	(16,057)	(17,413)	(17,413)	<b>(19,779)</b>
<b>Total</b>		<b>265,772</b>	<b>312,287</b>	<b>308,887</b>	<b>309,021</b>



## Valley Center Municipal Water District

### Operations & Facilities Administration

#### Division Detail

Fund	Department	Division
01	04	32

Total Budget Request
\$309,021

#### Safety & Regulatory Compliance

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>276,200</b>
	Full-Time Equivalents	1.21
50003	<b>Overtime</b>	<b>6,000</b>
50014	<b>Employee Physicals</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.	<b>9,000</b>
50025	<b>Outside Professional Service</b>	<b>12,600</b>
	Industrial Hygiene Services	5,500
	Fire Extinguisher Testing	2,800
	Material Safety Data Sheets On-line	2,500
	DOT Administration Fee	800
	Electrical Personal Protective Equipment Testing	800
	Automated External Defibrillator Compliance Program	200
50030	<b>Special Department Expenses</b>	<b>23,500</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	1,500
	Fire Extinguisher Replacement	2,500
	Fall Protection Rescue Equipment	1,000
50034	<b>Memberships, Fees and Dues</b>	<b>1,500</b>
	National Safety Council	500
	Cal OSHA Reports	500
	Pacific Safety Council	300
	National Fire Protection Association	200
50991	<b>Expense Credit</b>  Reimbursement from Sewer Funds for Administrative Overhead	<b>(19,779)</b>



## Valley Center Municipal Water District

### Operations & Facilities Administration

#### Division Summary by Expense Category

#### District Security

Fund	Department	Division
01	04	34

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	85,511	115,100	75,000	<b>90,600</b>
50003	Overtime	449	0	99	<b>0</b>
50025	Outside Professional Services	0	7,000	1,500	<b>7,000</b>
50030	Special Department Expenses	1,126	2,000	1,250	<b>2,350</b>
50034	Memberships, Fees and Dues	550	550	580	<b>650</b>
50452	Maintenance of Facilities	1,290	18,000	17,800	<b>18,000</b>
50991	Expense Credit	(5,214)	(7,534)	(7,534)	(7,135)
<b>Total</b>		<b>83,712</b>	<b>135,116</b>	<b>88,695</b>	<b>111,465</b>



## Valley Center Municipal Water District

### Operations & Facilities Administration

#### District Security

#### Division Detail

Fund	Department	Division
01	04	34

Total Budget Request
\$111,465

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>90,600</b>
50025	<b>Outside Professional Services</b>	<b>7,000</b>
50030	<b>Special Department Expenses</b> EOC Supplies Security Supplies Emergency Satellite Television Fees Office Supplies	<b>2,350</b>
50034	<b>Memberships, Fees and Dues</b> Water Information Sharing and Analysis Center	<b>650</b>
50452	<b>Maintenance of Facilities</b> Security Gate Maintenance Cameras (Stationary and PTZ)	<b>18,000</b>
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	<b>(7,135)</b>



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Summary by Expense Category

#### System Operation

Fund	Department	Division
01	04	42

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	579,063	653,200	625,000	<b>619,300</b>
50002	Temporary Labor	0	8,200	0	<b>0</b>
50003	Overtime	88,623	115,000	96,507	<b>115,000</b>
50025	Outside Professional Services	320	0	0	<b>0</b>
50030	Special Department Expenses	1,327	1,250	1,250	<b>1,250</b>
50452	Maintenance of Facilities	9,476	8,000	7,500	<b>8,000</b>
<b>Total</b>		<b>678,809</b>	<b>785,650</b>	<b>730,257</b>	<b>743,550</b>



## Valley Center Municipal Water District

### Operations & Facilities Operations System Operation

#### Division Detail

Fund	Department	Division
01	04	42

Total Budget Request
\$743,550

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>619,300</b> 4.94
50002	<b>Temporary Labor</b>	<b>0</b>
50003	<b>Overtime</b> Stand-By Pay, Operation Call Out, Shift Pay	<b>115,000</b>
50025	<b>Outside Professional Services</b>	<b>0</b>
50030	<b>Special Department Expenses</b>	<b>1,250</b>
50452	<b>Maintenance of Facilities</b> Equipment General Maintenance Maintenance/Repairs on Aging Facilities	<b>8,000</b> 3,500 3,500 1,000



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Summary by Expense Category

#### Treatment

Fund	Department	Division
01	04	44

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	25,317	42,400	32,000	<b>66,900</b>
50003	Overtime	0	500	0	<b>500</b>
50025	Outside Professional Services	0	500	0	<b>500</b>
50030	Special Department Expenses	178	500	285	<b>500</b>
50038	Regulatory Permits & Fees	1,181	1,200	1,181	<b>1,200</b>
50323	Chlorine	23,796	40,000	26,648	<b>55,000</b>
50452	Maintenance of Facilities	4,076	4,500	1,214	<b>2,250</b>
<b>Total</b>		<b>54,548</b>	<b>89,600</b>	<b>61,328</b>	<b>126,850</b>



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Detail

Fund	Department	Division	Total Budget Request
01	04	44	\$126,850

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	66,900
50003	<b>Overtime</b>	500
50025	<b>Outside Professional Services</b> Chlorinator Maintenance	500
50030	<b>Special Department Expenses</b> Tools and Replacement	500
50038	<b>Regulatory Permits &amp; Fees</b>	1,200
50323	<b>Chlorine</b> Chlorine Tablets HTH to Increase Residual in Reservoirs Sodium Hypochlorite for Chloramine Maint. System Liquid Ammonium Sulfate for Chloramine Maint. System	55,000
50452	<b>Maintenance of Facilities</b> Repair or Rebuild Tablet Chlorinators	2,250



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Summary by Expense Category

#### Automatic Valves

Fund	Department	Division
01	04	45

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	93,180	95,300	92,000	<b>73,900</b>
50003	Overtime	564	1,000	500	<b>1,000</b>
50025	Outside Professional Services	0	0	0	<b>6,000</b>
50030	Special Department Expenses	1,084	1,000	1,000	<b>1,000</b>
50443	Maintenance of Valves	40,883	50,000	48,500	<b>40,000</b>
<b>Total</b>		<b>135,711</b>	<b>147,300</b>	<b>142,000</b>	<b>121,900</b>



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Detail

Fund	Department	Division
01	04	45

Total Budget Request
\$121,900

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	73,900
50003	<b>Overtime</b>	1,000
50025	<b>Outside Professional Services</b> Station Painting	6,000
50030	<b>Special Department Expenses</b> Tools and Replacement	1,000
50443	<b>Maintenance of Valves</b> Rebuild, Repair & Maintenance of Pressure Reducing, Pressure Relief, Altitude, Pump Control, and Isolation Valves	40,000



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Summary by Expense Category

#### Water Quality Control

Fund	Department	Division
01	04	49

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	129,424	74,400	131,500	<b>76,100</b>
50003	Overtime	129	500	150	<b>500</b>
50025	Outside Professional Services	10,994	22,500	12,500	<b>18,000</b>
50028	Printing	846	3,500	1,500	<b>3,500</b>
50030	Special Department Expenses	6,117	1,000	900	<b>1,000</b>
50033	Postage	0	850	0	<b>850</b>
50038	Regulatory Permits & Fees	45,446	46,000	45,446	<b>50,000</b>
50452	Maintenance of Facilities	18,486	25,000	19,500	<b>25,000</b>
<b>Total</b>		<b>211,442</b>	<b>173,750</b>	<b>211,496</b>	<b>174,950</b>



## Valley Center Municipal Water District

### Operations & Facilities Operations

#### Division Detail

Fund	Department	Division
01	04	49

Total Budget Request
\$174,950

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>76,100</b>
	Full-Time Equivalents	0.56
50003	<b>Overtime</b>	<b>500</b>
50025	<b>Outside Professional Services</b>	<b>18,000</b>
	Lab Analysis For:	
	Unregulated Contaminant Monitoring Revision 5	1,000
	Trihalomethane (THM) Stage 2	2,250
	Haloacetic acids (HAA)	2,250
	Coliform, General Physical Testing	12,500
50028	<b>Printing</b>	<b>3,500</b>
	Consumer Confidence Reports, Annual Notifications, Regulations	
50030	<b>Special Department Expenses</b>	<b>1,000</b>
	Testing Equipment	1,000
50033	<b>Postage</b>	<b>850</b>
	Notifications for major shutdowns	600
	Consumer confidence reports	250
50038	<b>Regulatory Permits &amp; Fees</b>	<b>50,000</b>
	AB 2995 Water Systems Fees, Inspection and Services	
50452	<b>Maintenance of Facilities</b>	<b>25,000</b>
	Chlorine Residual Reagent	3,000
	Chlorine Residual Comparators	2,500
	Rebuild/Repair Chlorine Residual Analyzers	7,000
	Nitrification Testing Reagents	12,500



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

#### Division Summary by Expense Category

SCADA

Fund	Department	Division
01	04	43

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	125,822	155,400	163,271	<b>169,900</b>
50003	Overtime	994	2,300	2,100	<b>2,300</b>
50025	Outside Professional Services	0	10,000	8,300	<b>10,000</b>
50030	Special Department Expenses	0	1,500	1,905	<b>1,500</b>
50032	Telephone	858	1,500	903	<b>1,500</b>
50452	Maintenance of Facilities	3,208	23,000	17,500	<b>23,000</b>
50459	Software Technical Support	27,783	35,800	29,543	<b>35,800</b>
<b>Total</b>		<b>158,665</b>	<b>229,500</b>	<b>223,522</b>	<b>244,000</b>



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

SCADA

Fund	Department	Division
01	04	43

Total Budget Request
\$244,000

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>169,900</b>
	Full-Time Equivalents	0.96
50003	<b>Overtime</b>	<b>2,300</b>
50025	<b>Outside Professional Services</b>	<b>10,000</b>
	SCADA Programming	2,500
	Air Conditioning Repair	2,500
	Training	5,000
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>23,000</b>
50459	<b>Software Technical Support</b>	<b>35,800</b>



## 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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	125,007	137,500	136,697	<b>199,000</b>
50003	Overtime	685	1,000	1,368	<b>1,000</b>
50025	Outside Professional Services	38,826	24,500	23,429	<b>62,500</b>
50030	Special Department Expenses	705	800	915	<b>800</b>
50038	Regulatory Permits & Fees	29,102	37,000	29,609	<b>37,000</b>
50452	Maintenance of Facilities	13,218	23,000	17,162	<b>28,000</b>
<b>Total</b>		<b>207,543</b>	<b>223,800</b>	<b>209,180</b>	<b>328,300</b>



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors Reservoir Maintenance

#### Division Detail

Fund	Department	Division
01	04	46

Total Budget Request
\$328,300

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>199,000</b>
	Full-Time Equivalents	1.23
50003	<b>Overtime</b>	<b>1,000</b>
50025	<b>Outside Professional Service</b>	<b>62,500</b>
	Diver - Cleaning and Inspection	43,000
	Turner Dam - Confined Space Rescue	9,500
	Turner Dam - Inspection, Repairs and Surveying	10,000
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 Facilities</b>	<b>28,000</b>
	Electrical Equipment	10,000
	Reservoir Cleaning and Repair	7,000
	Level Transducers	7,000
	Site Improvements - Construction Maintenance	4,000



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

#### Division Summary by Expense Category

#### Pump Station Maintenance

Fund	Department	Division
01	04	48

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	661,064	707,800	654,000	<b>650,400</b>
50003	Overtime	2,544	7,000	6,883	<b>5,000</b>
50025	Outside Professional Services	53,213	96,000	94,116	<b>103,500</b>
50030	Special Department Expenses	1,342	4,500	4,262	<b>4,500</b>
50038	Regulatory Permits & Fees	30,183	29,000	31,103	<b>33,000</b>
50452	Maintenance of Facilities	134,224	154,500	151,231	<b>154,500</b>
<b>Total</b>		<b>882,570</b>	<b>998,800</b>	<b>941,595</b>	<b>950,900</b>



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

#### Pump Station Maintenance

#### Division Detail

Fund	Department	Division
01	04	48

Total Budget Request
\$950,900

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>650,400</b>
	Full-Time Equivalents	4.36
50002	<b>Temporary Labor</b>	<b>0</b>
50003	<b>Overtime</b>	<b>5,000</b>
50025	<b>Outside Professional Services</b>	<b>103,500</b>
	Facility Repair and Painting	25,000
	Electric Motor Repair	25,000
	Pump Repair	36,000
	Circuit Breaker Testing	5,000
	Generator Load Testing	2,500
	Emission Source Testing	10,000
50030	<b>Special Department Expenses</b>	<b>4,500</b>
	Electrical Safety Equipment and Testing	2,500
	Test and Diagnostic Equipment	2,000
50038	<b>Regulatory Permits &amp; Fees</b>	<b>33,000</b>
	Natural Gas Engines	26,000
	Environmental Health	4,000
	Emergency Generators	3,000
50452	<b>Maintenance of Facilities</b>	<b>154,500</b>
	Electrical Equipment	40,000
	Electric Motor / Gear Drive Maintenance	25,000
	Natural Gas Engine Maintenance	41,500
	Pump Maintenance	44,000
	Surge Tank Maintenance	4,000



## 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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	350,719	281,900	395,200	<b>305,800</b>
50003	Overtime	5,275	6,000	7,631	<b>6,000</b>
50025	Outside Professional Services	22,400	15,000	28,870	<b>21,000</b>
50030	Special Department Expenses	4,146	4,300	4,207	<b>5,300</b>
50038	Regulatory Permits & Fees	1,322	5,000	3,562	<b>5,000</b>
50341	Hazardous Waste Disposal Costs	16,831	15,000	12,784	<b>15,000</b>
50450	Maintenance - Gas, Oil & Grease	174,971	201,500	159,858	<b>197,500</b>
50451	Maintenance of Vehicles	48,530	50,000	44,604	<b>50,000</b>
50453	Maintenance of Radios	4,000	8,500	3,428	<b>8,500</b>
50454	Maintenance of Equipment	24,019	25,000	29,585	<b>26,000</b>
50991	Expense Credit	(45,093)	(39,200)	(39,200)	<b>(39,200)</b>
<b>Total</b>		<b>607,120</b>	<b>573,000</b>	<b>650,529</b>	<b>600,900</b>



## Valley Center Municipal Water District

### Operations & Facilities Pumps & Motors

#### Division Detail

#### Vehicle & Equipment Maintenance

Fund	Department	Division
01	04	71

Total Budget Request
\$600,900

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>305,800</b>
	Full-Time Equivalents	1.76
50003	<b>Overtime</b>	<b>6,000</b>
50025	<b>Outside Professional Services</b>	<b>21,000</b>
	Vehicle and Equipment Repairs	13,000
	Generator Load Testing	5,000
	Fuel Tank Testing	3,000
50030	<b>Special Department Expenses</b>	<b>5,300</b>
	Software Repair Manuals	4,300
	Specialty Tools	500
	Replacement Tools	300
	Tools for Service Truck	200
50038	<b>Regulatory Permits &amp; Fees</b>	<b>5,000</b>
	Emergency Generators	2,500
	Portable Equipment	2,000
	Boom Truck	500
50341	<b>Hazardous Waste Disposal Costs</b>	<b>15,000</b>
	Recycling Oil, Filters & Solvents	5,500
	Asbestos Pipe	4,500
	Disposal of Aerosols	3,000
	Recycling Tires & Miscellaneous	1,000
	Cleanup Material	600
	Compliance Guides	400
50450	<b>Fuel, Oil, and Chemicals</b>	<b>197,500</b>
	Fuel	178,500
	Oil and Coolant	17,000
	Fuel Tank Parts	2,000
50451	<b>Maintenance of Vehicles</b>	<b>50,000</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>26,000</b>
	Grader/Dozer/Backhoe	16,000
	Miscellaneous Equipment	10,000
50991	<b>Expense Credit</b>	<b>(39,200)</b>
	Rental Value of Vehicles and Equipment Used for:	
	Installation of Meters	01-04-61-50451 (34,000)
	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

#### Division Summary by Expense Category

#### Landscape Maintenance

Fund	Department	Division
01	04	33

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	238,073	216,500	225,000	<b>259,800</b>
50003	Overtime	163	500	168	<b>500</b>
50025	Outside Professional Services	9,825	10,000	12,000	<b>15,000</b>
50030	Special Department Expenses	660	1,000	950	<b>1,000</b>
50452	Maintenance of Facilities	10,386	9,000	9,000	<b>9,000</b>
50991	Expense Credit	(13,527)	(12,517)	(12,517)	(17,162)
<b>Total</b>		<b>245,580</b>	<b>224,483</b>	<b>234,601</b>	<b>268,138</b>



## Valley Center Municipal Water District

### Operations & Facilities Construction & Maintenance Landscape Maintenance

#### Division Detail

Fund	Department	Division	Total Budget Request
01	04	33	\$268,138

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>259,800</b>
50002	<b>Temporary Labor</b>	<b>0</b>
50003	<b>Overtime</b>	<b>500</b>
50025	<b>Outside Professional Services</b> Tree Trimming and Turner Dam Cattail Control Lilac Property Mowing Pre-Emergent spray of station/facilities	<b>15,000</b>
50030	<b>Special Department Expenses</b>	<b>1,000</b>
50452	<b>Maintenance of Facilities</b> Irrigation and Plants Landscape Materials Gravel	<b>9,000</b>
50991	<b>Expense Credit</b> Reimbursement from Sewer Funds for Administrative Overhead	<b>(17,162)</b>



## Valley Center Municipal Water District

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

#### Division Summary by Expense Category

Fund	Department	Division
01	04	53

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	469,708	562,800	580,000	<b>619,200</b>
50002	Temporary Labor	0	3,900	0	<b>0</b>
50003	Overtime	14,798	45,000	58,000	<b>45,000</b>
50025	Outside Professional Services	19,000	31,500	31,500	<b>36,500</b>
50030	Special Department Expenses	2,219	3,000	2,900	<b>3,000</b>
50040	Rents & Leases	847	1,000	900	<b>1,000</b>
50452	Maintenance of Facilities	20,795	80,000	75,000	<b>80,000</b>
<b>Total</b>		<b>527,367</b>	<b>727,200</b>	<b>748,300</b>	<b>784,700</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
\$784,700

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	<b>619,200</b>
50002	<b>Temporary Labor</b>	<b>0</b>
50003	<b>Overtime</b> Emergency Leak Repair	<b>45,000</b>
50025	<b>Outside Professional Services</b> Asphalt Satin Sealing Turner Dam - Confined Space Rescue Asphalt Paving Traffic Control	<b>36,500</b>
50030	<b>Special Department Expenses</b> Tools Welding Supplies Fire Hose and Fittings Cones and Barricades	<b>3,000</b>
50040	<b>Rents &amp; Leases</b>	<b>1,000</b>
50452	<b>Maintenance of Facilities</b> Decomposed Granite, Road Base and Rock Asphalt, Hot and Cold Mix Pipe - Repair Trash Disposal Clamps and Couplings Asphalt-Cement Disposal AC Pipe Disposal Culverts Erosion Control Material Welding Materials Cement	<b>80,000</b>



## Valley Center Municipal Water District

### Operations & Facilities Construction & Maintenance

#### Division Summary by Expense Category

#### Valve Maintenance/Locations

Fund	Department	Division
01	04	55

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	669,329	609,300	602,000	<b>539,000</b>
50002	Temporary Labor	0	4,300	0	<b>0</b>
50003	Overtime	13,963	15,000	20,700	<b>15,000</b>
50025	Outside Professional Services	0	10,000	9,000	<b>10,000</b>
50030	Special Department Expenses	903	1,500	1,500	<b>2,000</b>
50040	Rents & Leases	0	1,000	950	<b>1,000</b>
50452	Maintenance of Facilities	98,244	120,000	115,000	<b>110,000</b>
<b>Total</b>		<b>782,439</b>	<b>761,100</b>	<b>749,150</b>	<b>677,000</b>



## Valley Center Municipal Water District

### Operations & Facilities Construction & Maintenance

#### Division Detail

Fund	Department	Division
01	04	55

Total Budget Request
\$677,000

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>539,000</b>
	Full-Time Equivalents	3.31
50002	<b>Temporary Labor</b>	<b>0</b>
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>2,000</b>
	Tools	1,000
	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>110,000</b>
	Valve Replacement/Repairs	20,000
	Appurtenance Repair & Replacement Parts	15,000
	Spools and AVK	20,000
	Fire Hydrants	15,000
	Air Vacs and Covers	12,000
	Air Vac Screens	5,500
	Valve Post Materials	5,500
	Blow Offs	4,500
	Valve Can Materials	3,500
	Cement	2,750
	Paint	2,750
	Tagging Material	2,000
	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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	5,493	38,000	15,800	<b>33,700</b>
50003	Overtime	0	500	250	<b>500</b>
50025	Outside Professional Services	71,154	61,500	49,200	<b>68,500</b>
50030	Special Department Expenses	1,571	5,000	900	<b>5,500</b>
50038	Regulatory Permits & Fees	1,747	3,500	1,850	<b>3,500</b>
50452	Maintenance of Facilities	17,176	22,000	19,500	<b>27,000</b>
50991	Expense Credit	(7,511)	(6,893)	(6,893)	<b>(8,344)</b>
<b>Total</b>		<b>89,630</b>	<b>123,607</b>	<b>80,607</b>	<b>130,356</b>



## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Detail

Fund	Department	Division
01	04	54

#### Corporate Facilities Maintenance

Total Budget Request
\$130,356

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>33,700</b>
	Full-Time Equivalents	0.19
50003	<b>Overtime</b>	<b>500</b>
50025	<b>Outside Professional Services</b>	<b>68,500</b>
	Janitorial Service	14,000
	Air Conditioner Repairs/Service	15,500
	Asphalt Seal	10,000
	Trash Pickup	8,000
	Internal Window, Floor Cleaning	5,000
	Bug and Termite Treatment	3,500
	Carpet Cleaning	5,000
	Generator Load Testing	2,500
	Miscellaneous	5,000
50030	<b>Special Department Expenses</b>	<b>5,500</b>
	Breakroom Supplies	3,500
	Miscellaneous Supplies	2,000
50038	<b>Regulatory Permit &amp; Fees</b>	<b>3,500</b>
	Emergency Stationary Gen-sets	2,250
	Environmental Health Permit	1,250
50452	<b>Maintenance of Facilities</b>	<b>27,000</b>
	Building Maintenance	15,000
	Special Cleaning of Building	4,000
	Janitor Supplies	3,000
	Floor Mats/Lighting	2,500
	Miscellaneous	2,500
50991	<b>Expense Credit</b>	<b>(8,344)</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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	92,404	121,200	93,000	<b>82,800</b>
50002	Temporary Labor	606	0	607	<b>0</b>
50003	Overtime	2,333	2,000	2,359	<b>2,000</b>
50025	Outside Professional Services	4,258	7,500	2,679	<b>7,500</b>
50030	Special Department Expenses	1,837	1,000	0	<b>1,000</b>
50038	Regulatory Permits & Fees	0	250	0	<b>250</b>
50040	Rents & Leases	210	400	0	<b>400</b>
50446	Installation Material-Meters	299,244	150,000	177,643	<b>75,000</b>
50451	Maintenance of Vehicles	36,870	34,000	20,089	<b>34,000</b>
50452	Maintenance of Facilities	106,411	17,000	39,719	<b>64,000</b>
50457	Installation Material-Backflows	300,029	150,000	189,106	<b>75,000</b>
<b>Total</b>		<b>844,202</b>	<b>483,350</b>	<b>525,202</b>	<b>341,950</b>



## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Detail

Fund	Department	Division
01	04	61

Total Budget Request
\$341,950

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents 0.45	<b>82,800</b>
50002	<b>Temporary Labor</b>	<b>0</b>
50003	<b>Overtime</b>	<b>2,000</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> Excavation Permits	<b>250</b>
50040	<b>Rents &amp; Leases</b>	<b>400</b>
50446	<b>Installation Material-Meters</b>	<b>75,000</b>
50451	<b>Vehicle Maintenance</b>	<b>34,000</b>
50452	<b>Maintenance of Facilities</b> Installation Material - Backflow Replacements	<b>64,000</b>
50457	<b>Installation Material - Backflows</b> Including Approved Double Check Valves, RP Devices and Fire Protection	<b>75,000</b>



## 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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	1,039,048	968,500	1,042,332	<b>1,084,900</b>
50002	Temporary Labor	39,345	34,100	29,469	<b>59,800</b>
50003	Overtime	29,256	46,000	30,000	<b>46,000</b>
50025	Outside Professional Services	19,720	35,000	4,045	<b>25,000</b>
50030	Special Department Expenses	2,530	3,000	0	<b>3,000</b>
50040	Rents & Leases	112	500	0	<b>500</b>
50452	Maintenance of Facilities	167,827	155,000	117,984	<b>160,000</b>
50459	Software Technical Support	37,083	52,000	52,000	<b>52,000</b>
<b>Total</b>		<b>1,334,921</b>	<b>1,294,100</b>	<b>1,275,830</b>	<b>1,431,200</b>



## Valley Center Municipal Water District

### Operations & Facilities Meters

#### Division Detail

Fund	Department	Division
01	04	63

#### Service Connection Maintenance

Total Budget Request
\$1,431,200

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b>	<b>1,084,900</b>
	Full-Time Equivalents	5.71
50002	<b>Temporary Labor</b>	<b>59,800</b>
50003	<b>Overtime</b>	<b>46,000</b>
50025	<b>Outside Professional Services</b>	<b>25,000</b>
	Flagging Assistance	15,000
	Asphalt Paving	10,000
50030	<b>Special Department Expenses</b>	<b>3,000</b>
	Pressure Recorder Transducers	750
	Meter Security Locks	500
	Miscellaneous Tools & Equipment	1,750
50040	<b>Rents &amp; Leases</b>	<b>500</b>
50452	<b>Maintenance of Facilities</b>	<b>160,000</b>
	Maintenance Parts and Materials	57,000
	Replace Deteriorated Services	37,000
	Meter Repairs and Usage Exchanges	30,000
	Security Measures (Meters)	10,000
	Asphalt Repairs	7,000
	Repair/Replace Pressure Reducing Valves	4,000
	Repair/Replace Clay Valves	7,000
	Traffic Control Equipment	4,000
	Adapter Fittings for Auxiliary Hose	2,000
	Shoring Repair Kits and Pump	2,000
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

#### Backflow Maintenance

Fund	Department	Division
01	04	65

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	148,780	200,200	227,100	<b>231,500</b>
50003	Overtime	3,149	4,000	1,700	<b>5,000</b>
50025	Outside Professional Services	2,537	2,500	450	<b>2,500</b>
50030	Special Department Expenses	880	1,000	450	<b>2,000</b>
50452	Maintenance of Facilities	48,138	43,000	45,000	<b>50,000</b>
<b>Total</b>		<b>203,484</b>	<b>250,700</b>	<b>274,700</b>	<b>291,000</b>



## Valley Center Municipal Water District

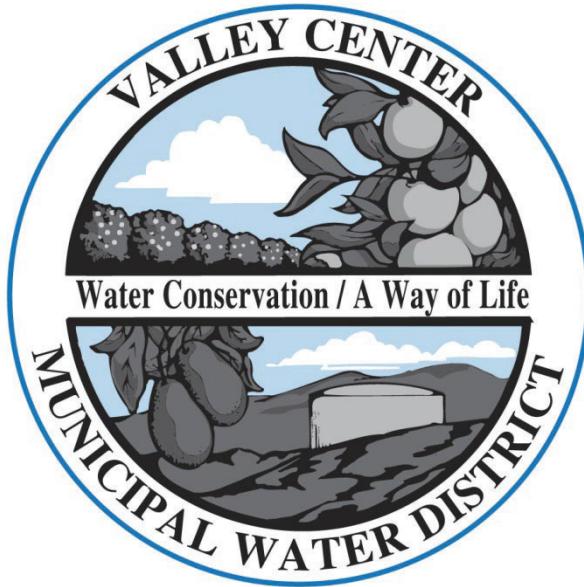
### Operations & Facilities Meters

#### Division Detail

Fund	Department	Division
01	04	65

Total Budget Request
\$291,000

Account No.	Detail and Justification	Budget Request
50001	<b>Labor &amp; Benefits - Regular</b> Full-Time Equivalents	231,500
50003	<b>Overtime</b>	5,000
50025	<b>Outside Professional Services</b> Repair and Calibration of Test Equipment: Potable Water	2,500
50030	<b>Special Department Expenses</b> New Testing Supply Requirements Repair Tools and New Test Gauges Test Equipment for Reclaimed Water	2,000
50452	<b>Maintenance of Facilities</b> Reduced Pressure (RP) Repair Parts Double Check (DC) Repair Parts	50,000



# 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 \$676 per acre foot as of January 1, 2024, 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 2023-2024

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.

### CHALLENGES FOR 2024-2025

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.

To curb this effect, included in the Fiscal Year 2024-25 Budget is an assumption for a proposed shift from collecting the fixed charges by MWD through the wholesale commodity rate to instead, collecting the fixed charges by MWD as a new fixed charge on the customer water bill.

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 2024-2025

The costs of water and utilities accounted for in this division are controlled by other departments, particularly the Operations & Facilities 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 16.1% for treated water and 9.0% 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 \$471 in January 2025.

Final rate recommendations will be based on wholesale rates actually adopted by the SDCWA. Also included in the water charges the District is required to pay.

Metropolitan Water District Fixed Charges include Capacity Reservation and Readiness-to-Serve charges that total \$1,081,384 in Calendar Year 2025. Both of these charges have been removed from the wholesale commodity rate calculation and instead have been included in a new proposed fixed charge passthrough.

The San Diego County Water Authority Fixed Charges in Calendar Year 2025 include 4 fixed charges totaling \$5,203,033 for Customer Service, Emergency Storage, Supply Reliability, and Transportation. 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 Fiscal Year 2024/25 budgeted sales are 13,000 acre feet and the SDCWA fixed charges totaling \$5,203,033 are allocated over 11,700 acre feet. Total fixed charges for 2025 are \$1,864,493, or 56%, higher than in 2024. There are two main reasons for this increase: 1) SDCWA implemented a new fixed Transportation Charge totaling \$1.5M; 2) SDCWA adjusted the methodology for allocating the Customer Service Charge, Emergency Storage Charge, and Supply Reliability charges from a 3- or 5-year average to a 7-year average. Average demands were higher 7 years ago, therefore driving the increases higher and increasing the amount of each charge.

The total PSAWR price differential for 2024 is projected at \$908 per acre foot, up \$232 per acre foot from \$676 in calendar year 2024.

### **LONG-TERM GOALS**

The costs of water, readiness-to-serve, customer service, capacity reservation, emergency storage, supply reliability, transportation 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.

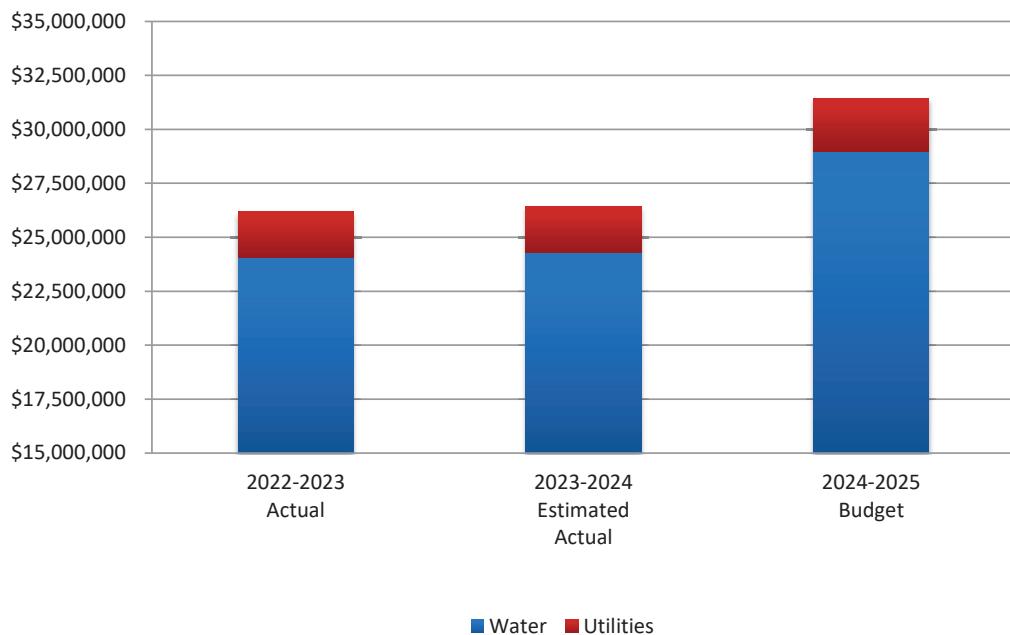


## Department Summary by Division

Fund	Department	Division
01	04	41

Division No.	Description	2022-2023		2023-2024		2024-2025	
		Actual	Budget	Estimated Actual	Budget		
41	Source of Supply	26,187,377	33,395,749	26,446,325	31,439,942		
<b>TOTAL SOURCE OF SUPPLY</b>		<b>26,187,377</b>	<b>33,395,749</b>	<b>26,446,325</b>	<b>31,439,942</b>		

## Division Expenses





## Valley Center Municipal Water District

### Source of Supply

#### Division Summary by Expense Category

Fund	Department	Division
01	04	41

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
	WATER PURCHASES (ACRE FEET)	@ 13,458	@ 17,020	@ 12,230	@ 13,830
50321	Water Supply Charge - MWD & CWA	18,469,290	25,418,650	18,818,270	23,382,600
50368	Water Delivery Charge - CWA	2,357,004	3,040,940	2,262,710	2,377,710
50369	Agricultural Rebate - CWA	(1,546,695)	(2,582,381)	(1,580,450)	(2,638,516)
50371	Water Delivery Credit - CWA/USBR	(173,459)	(217,075)	(195,163)	(242,725)
50378	Transportation Credit - CWA/USBR	(28,770)	(34,390)	(31,007)	(31,350)
50081	Infrastructure Access Charge	752,724	800,000	779,004	825,000
50186	Ready to Serve Charge - MWD	555,295	515,964	512,784	515,193
50394	Capacity Reservation Charge - MWD	495,956	439,795	439,800	520,240
50395	Transportation Charge - CWA	0	0	0	725,150
50397	Customer Service Charge - CWA	1,210,615	1,225,362	1,225,362	1,356,360
50399	Emergency Storage Charge - CWA	1,183,878	1,211,610	1,211,610	1,271,410
50337	Supply Reliability Charge - CWA	783,381	830,274	830,274	917,870
<b>Total Water</b>		<b>24,059,219</b>	<b>30,648,749</b>	<b>24,273,195</b>	<b>28,978,942</b>
50045	Utilities - Electricity	1,543,915	1,868,000	1,601,450	1,796,500
50047	Utilities - Natural Gas	584,243	879,000	571,680	664,500
<b>Total Utilities</b>		<b>2,128,158</b>	<b>2,747,000</b>	<b>2,173,130</b>	<b>2,461,000</b>
<b>Total</b>		<b>26,187,377</b>	<b>33,395,749</b>	<b>26,446,325</b>	<b>31,439,942</b>



## Valley Center Municipal Water District

### Source of Supply

#### Division Detail

Fund	Department	Division	Total Budget Request
01	04	41	\$28,812,172

Account No.	Detail and Justification	Budget Request	
		Jul to Dec	Jan to Jun
50321	Water Supply Charge		23,382,600
	To MWD & CWA -	1,600.00	1,855.00
	Expected purchases in AF	8,910	4,920
	Expected purchases in \$	14,256,000	9,126,600
50368	Water Delivery Charge		2,377,710
	To MWD & CWA -	189.00	141.00
	Expected purchases in AF	8,910	4,920
	Expected purchases in \$	1,683,990	693,720
50369	Agricultural Rebate - CWA		(2,638,516)
	Ag Discount Rate	(297.00)	(443.00)
	Estimated Ag purchases in AF	5,008	2,598
		(1,487,442)	(1,151,074)
50371	Water Supply Credit - CWA/USBR		(242,725)
	M&I Supply Rate	(1,200.00)	(1,355.00)
	Estimated purchases in AF	95	95
		(114,000)	(128,725)
50378	Transportation Credit - CWA/USBR		(31,350)
	Water Delivery Rate	(189.00)	(141.00)
	Estimated purchases in AF	95	95
		(17,955)	(13,395)
50081	Infrastructure Access Charge		825,000
50186	Ready to Serve Charge - MWD		515,193
	This charge recovers costs associated with standby peak conveyance capacity and system emergency storage capacity. It is based on a ten-year rolling average of all deliveries.		
50394	Capacity Reservation Charge - MWD		520,240
	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.		
50395	Transportation Charge - CWA		725,150
	This charge is set to recover 40% of capital, operating and maintenance costs of the aqueduct system including all facilities used to physically transport the water to member agency meters. It is based on a seven-year rolling average of all deliveries.		



## Division Detail

Fund	Department	Division
01	04	41

Account No.	Detail and Justification	Budget Request									
50397	Customer Service Charge - CWA This charge is based on a seven-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 as a whole.	1,356,360									
50399	Storage Charge - CWA This charge is based on a seven-year rolling average of non-agricultural deliveries. It is levied to recover costs associated with the Emergency Storage Program and the Carryover Storage Program.	1,271,410									
50337	Supply Reliability Charge - CWA This charge is based on a seven-year rolling average of non-agricultural deliveries. It is levied to recover a portion of the costs associated with the Water Authority's highly reliable water supplies.	917,870									
50045	Utilities - Electrical	1,796,500									
50047	Utilities - Natural Gas Utilities are based on sale of 13,000 A.F. and purchase of 13,830 A.F. @ \$176 per A.F.	664,500									
		<table><tr><td>Electric</td><td>73%</td><td>1,796,500</td></tr><tr><td>Natural Gas</td><td>27%</td><td>664,500</td></tr><tr><td>Total</td><td></td><td>2,461,000</td></tr></table>	Electric	73%	1,796,500	Natural Gas	27%	664,500	Total		2,461,000
Electric	73%	1,796,500									
Natural Gas	27%	664,500									
Total		2,461,000									



## Valley Center Municipal Water District

This page intentionally left blank



# Capital Outlay

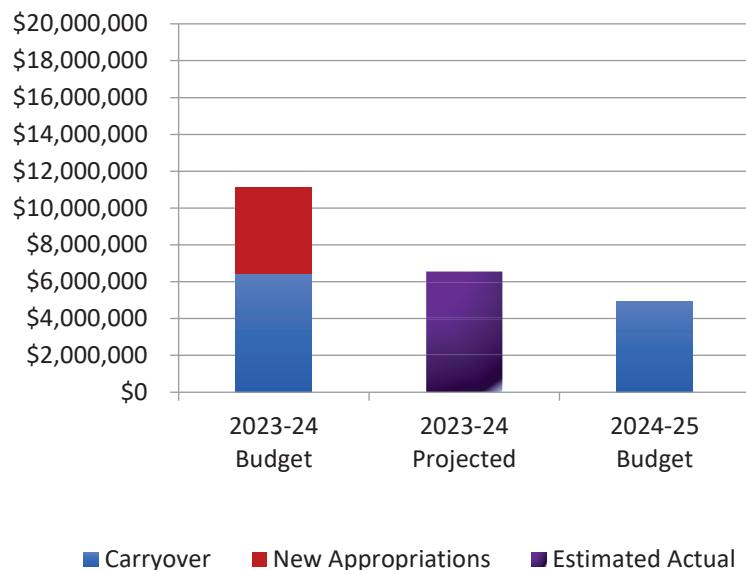


### FUNCTION OVERVIEW

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





Fiscal Year 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Staff began construction of the North County Emergency Storage Project that began in 2019 in partnership with San Diego County Water Authority (SDCWA) and Yuma MWD (YMWD). The project was bid and awarded, construction agreements with the SDCWA and YMWD were executed. Notice to Proceed was issued in June of 2023 with completion is projected for December of 2024		✓	✓				
Successfully completed three projects: Lilac Road, Gordon Hill, and Oat Hill under the 2020 Pipeline Replacement Project through State Revolving Fund Loan Assistance Program in the amount of \$8,500,000.		✓	✓				
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. Recently, easements have started to be digitized and added to the geospatial database.					✓		
Staff continues with the District wide Computer Maintenance Management System (CMMS) project by continuing the second phase of the Cityworks implementation. Phase 2 converts the Operations and Facilities Division to Cityworks for all work orders and inspections, digital workflows for the encroachment process, electronic work orders for fleet, warehouse inventory for fleet parts and integration of the current backflow program with Cityworks for a fully electronic work process.					✓		
Staff continued to work with Bluepath Finance Inc. on the design, and installation and completion of a combined 0.431 MW of Photovoltaic solar at the Corporate Facility and Lower Moosa Canyon Water Reclamation Facility via Power Purchase Agreements.					✓		
Completed the construction and installation of the Kornblum Reservoir Chloramine Boosting System and reservoir mixing.	9	✓					
Completed Painting and Recoating of San Gabriel Reservoir.	8, 9		✓				

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



Fiscal Year 2024-2025 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Complete 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.		✓					
Continue to appraise, examine, and improve the District's infrastructure to prevent major system failures, prioritize proposed projects and update the Water Master plan as appropriate.			✓				
When appropriate utilize District staff and Design/Drafting Consultants to prepare CIP designs in-house 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.			✓				
Facilitate Phase 1 Upgrade of the District's SCADA system focusing on eight sites in coordination with the North County Emergency Storage Project. Upgrades will include addition of new sites being constructed as well as conversion from Wonderware to Ignition.			✓		✓		
Continue implementation of a new Computerized Maintenance Management System (CMMS) that supports mobile users, has 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 2024-25. Additional phases are planned in the following fiscal years.					✓		
Continue with the reservoir mixing and chloramination pilot program to identify reservoirs with low demand and low chlorine residuals that would benefit from the installation of a mixing system.		✓					
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	Total	Total	Recaptured or	Estimated	New Appropriation	Total Approved Budget
			Budget Adjustments 2023-2024	Approved Budget 2023-2024	Estimated Expenditures 2023-2024	Not Carried Forward to 2024-2025	Budget Carried Forward to 2024-2025		
<b>Pipelines &amp; PRV's</b>									
51020	Participation, Upsizing, & Unspecified Repl Projects	(170,000)	80,000	-	-	80,000	-	-	80,000
51023	Wohlford Estates Participation	120,000	120,000	-	-	120,000	-	-	120,000
51024	Cerro De Pauma Repair	50,000	50,000	-	-	50,000	-	-	50,000
51500	Pipeline Condition Assessment	(13,700)	186,300	18,000	-	168,300	-	-	168,300
51150	North Broadway Pipeline Relocation	44,814	44,814	14,814	-	30,000	-	-	30,000
51200	NCESP 14-inch Pipeline Relocation	240,000	938,751	858,653	-	80,098	-	-	80,098
5151X	Water System Upgrade Projects	-	-	-	-	-	-	-	-
51513	Keys Creek Pipeline Replacement	37,880	17,457	(20,423)	-	-	-	-	-
51690	Cole Grade Road Pipeline Replacement	883,296	48,296	-	-	835,000	-	-	835,000
51412	Gordon Hill Pipeline Replacement	273,368	7,259	(266,109)	-	-	-	-	-
51415	Oat Hill Discharge & Alps Way Pipeline Replacement	95,639	87,790	(7,849)	-	-	-	-	-
51417	Lilac Road Pipeline Upsizing	(450,000)	1,244,707	1,244,707	-	-	-	-	-
51418	Alps Way Pipeline Replacement	420,000	420,000	370,000	-	50,000	-	-	50,000
51420	Old Castle Waterline Replacement Project Phase 2	125,000	166,219	66,219	-	100,000	-	-	100,000
51840	Rodriquez Rd Pipeline Replacment	250,000	250,000	60,417	-	189,583	-	-	189,583
51120	2020 DWSRF Loan Application	19,053	19,053	-	-	-	-	-	-
51121	2023 DWSRF Loan Application	36,958	36,958	-	-	20,000	-	-	20,000
51910	Gordon Hill Upper Pipeline Relocation Project	362,344	92,344	-	-	270,000	-	-	270,000
<b>Subtotal Pipelines &amp; PRV's</b>			<b>571,300</b>	<b>5,209,329</b>	<b>2,921,967</b>	<b>(294,381)</b>	<b>1,992,981</b>	-	<b>1,992,981</b>
<b>Pump Stations</b>									
51160	Pump & Motor Replacements	49,080	22,000	-	-	27,080	-	-	27,080
51050	Natural Gas Engine Controls Upgrade & Automation	18,557	(927)	-	-	19,484	-	-	19,484
51430	Automation of Bypass Valve Controls	7,209	813	-	-	6,396	-	-	6,396
51440	San Gabriel PS Controls Upgrade & Automation	2,537	-	-	-	2,537	-	-	2,537
51080	Pump Station Power Monitors	20,388	-	-	-	20,388	-	-	20,388
<b>Subtotal Pump Stations</b>			<b>-</b>	<b>97,771</b>	<b>21,886</b>	<b>-</b>	<b>75,885</b>	-	<b>75,885</b>
<b>Reservoirs</b>									
51130	Reservoir Mixing Systems	38,221	27,917	-	-	10,304	-	-	10,304
51230	Kornblum Reservoir Mixing and Chlorination	141,308	122,272	-	-	19,036	-	-	19,036
51930	Paradise Reservoir Site Chloramine Boosting System	214,500	13,842	-	-	200,658	-	-	200,658
51940	Cobb Reservoir Mixing and Chloramination Pilot	50,000	20,000	-	-	30,000	-	-	30,000
51300	Reservoir Painting and Recoating Projects	-	-	-	-	-	-	-	-
51303	Ridge Ranch Reservoir & PS Replacement	963,582	63,582	-	-	900,000	-	-	900,000
51403	San Gabriel No. 1 Reservoir	45,000	238,441	218,651	(19,790)	-	-	-	-
51404	Mtn Meadows No. 1 & Reid Hill Reservoirs	(130,500)	258,403	366	(258,037)	-	-	-	-
51405	McNally and Mizpah Reservoirs	150,000	2,400,000	2,100,000	-	300,000	-	-	300,000
<b>Subtotal Reservoirs</b>			<b>64,500</b>	<b>4,304,455</b>	<b>2,566,630</b>	<b>(277,827)</b>	<b>1,459,998</b>	-	<b>1,459,998</b>
<b>Data Management Systems</b>									
51240	Server Virtualization, Storage, Disaster Recovery	33,448	33,248	(200)	-	-	-	-	-
51680	Advanced Metering Infrastructure System	48,276	-	-	-	48,276	-	-	48,276
51040	Boardroom A/V Technology Upgrade	17,157	6,000	-	-	11,157	-	-	11,157
51480	Computerized Maintenance Management System	109,834	12,944	(96,890)	-	-	-	-	-
51730	Water System HMI Migration	375,500	606,277	30,777	-	575,500	-	-	575,500
51470	Enterprise Resource Planning Software Upgrade	218,223	33,223	(112,000)	-	73,000	-	-	73,000
51770	Document Management System	65,000	5,000	-	-	60,000	-	-	60,000
51780	GIS Easement Integration	64,811	14,811	-	-	50,000	-	-	50,000
51790	System Modeling and Asset Management	27,400	27,400	-	-	-	-	-	-
51740	PRV SCADA Integration	16,000	8,600	-	-	7,400	-	-	7,400
<b>Subtotal Data Management Systems</b>			<b>402,900</b>	<b>1,206,426</b>	<b>172,003</b>	<b>(209,090)</b>	<b>825,333</b>	-	<b>825,333</b>
<b>Facilities</b>									
51648	Corporate Solar Installation	31,720	12,000	-	-	19,720	-	-	19,720
51670	Turner Dam Emergency Action Plan	45,080	5,079	(40,001)	-	-	-	-	-
51650	Emergency Response Plan	56,480	-	(56,480)	-	-	-	-	-
51590	Water Age Analysis	(13,700)	84,946	16,646	-	68,300	-	-	68,300
51570	Business Continuity Plan	75,000	31,445	-	-	43,555	-	-	43,555
<b>Subtotal Facilities</b>			<b>(13,700)</b>	<b>293,226</b>	<b>65,170</b>	<b>(96,481)</b>	<b>131,575</b>	-	<b>131,575</b>
<b>Equipment</b>									
51880	Electric Motor Soft Starters	60,000	40,274	-	-	19,726	-	-	19,726
51370	Vehicles	171,598	51,430	-	-	120,168	-	-	120,168
51371	Service Truck	30,000	132,977	60,002	-	72,975	-	-	72,975
51372	Dump Truck	(30,000)	319,435	319,274	(161)	-	-	-	-
51373	Hooklift Truck	236,751	120,764	-	-	115,987	-	-	115,987
51374	Service Truck 1.5-ton	204,750	134,974	-	-	69,776	-	-	69,776
51375	Service Truck 1.0-ton	136,435	78,530	-	-	57,905	-	-	57,905
51820	Rescue Davit System	-	-	-	-	-	-	-	-
<b>Subtotal Equipment</b>			<b>-</b>	<b>1,261,946</b>	<b>805,248</b>	<b>(161)</b>	<b>456,537</b>	-	<b>456,537</b>
<b>Total Capital Projects</b>									
			<b>1,025,000</b>	<b>12,373,153</b>	<b>6,552,904</b>	<b>(877,940)</b>	<b>4,942,309</b>	-	<b>4,942,309</b>



# Valley Center Municipal Water District

## 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 2024-2025	New Appropriation 2024-2025	Total Approved Budget 2024-2025	Estimated Actual Expenditures 2024-2025	Estimated Actual Expenditures 2025-2026	Estimated Project Balance after 2 years
<b>Pipelines &amp; PRV's</b>								
51020		Participation, Upsizing, & Unspecified Repl Projects	80,000		80,000	130,000		
51023		Wohlford Estates Participation	120,000		120,000	120,000		
51024		Cerro De Pauma Repair	50,000		50,000	-		
51500		Pipeline Condition Assessment	168,300		168,300	168,300		
51150		North Broadway Pipeline Relocation	30,000		30,000	30,000		
51200		NCESP 14-inch Pipeline Relocation	80,098		80,098	80,098		
5151X		Water System Upgrade Projects	-		-	-		
51513		Keys Creek Pipeline Replacement	-		-	-		
51690		Cole Grade Road Pipeline Replacement	835,000		835,000	835,000		
51412		Gordon Hill Pipeline Replacement	-		-	-		
51415		Oat Hill Discharge & Alps Way Pipeline Replacement	-		-	-		
51417		Lilac Road Pipeline Upsizing	-		-	-		
51418		Alps Way Pipeline Replacement	50,000		50,000	50,000		
51420		Old Castle Waterline Replacement Project Phase 2	100,000		100,000	100,000		
51840		Rodriguez Rd Pipeline Replacement	189,583		189,583	189,583		
51120		2020 DWSRF Loan Application	-		-	-		
51121		2023 DWSRF Loan Application	20,000		20,000	20,000		
51910		Gordon Hill Upper Pipeline Relocation Project	270,000		270,000	270,000		
<b>Subtotal Pipelines &amp; PRV's</b>			<b>1,992,981</b>	-	<b>1,992,981</b>	<b>1,992,981</b>	-	-
<b>Pump Stations</b>								
51160		Pump & Motor Replacements	27,080		27,080	27,080		
51050		Natural Gas Engine Controls Upgrade & Automation	19,484		19,484	19,484		
51430		Automation of Bypass Valve Controls	6,396		6,396	6,396		
51440		San Gabriel PS Controls Upgrade & Automation	2,537		2,537	2,537		
51080		Pump Station Power Monitors	20,388		20,388	20,388		
<b>Subtotal Pump Stations</b>			<b>75,885</b>	-	<b>75,885</b>	<b>75,885</b>	-	-
<b>Reservoirs</b>								
51130		Reservoir Mixing Systems	10,304		10,304	10,304		
51230		Kornblum Reservoir Mixing and Chlorination	19,036		19,036	19,036		
51930		Paradise Reservoir Site Chloramine Boosting System	200,658		200,658	200,658		
51940		Cobb Reservoir Mixing and Chloramination Pilot	30,000		30,000	30,000		
51300		Reservoir Painting and Recoating Projects	-		-	-		
51303		Ridge Ranch Reservoir & PS Replacement	900,000		900,000	900,000		
51403		San Gabriel No. 1 Reservoir	-		-	-		
51404		Mtn Meadows No. 1 & Reid Hill Reservoirs	-		-	-		
51405		McNally and Mizpah Reservoirs	300,000		300,000	300,000		
<b>Subtotal Reservoirs</b>			<b>1,459,998</b>	-	<b>1,459,998</b>	<b>1,459,998</b>	-	-
<b>Data Management Systems</b>								
51240		Server Virtualization, Storage, Disaster Recovery	-		-	0		
51680		Advanced Metering Infrastructure System	48,276		48,276	48,276		
51040		Boardroom A/V Technology Upgrade	11,157		11,157	11,157		
51480		Computerized Maintenance Management System	-		-	0		
51730		Water System HMI Migration	575,500		575,500	575,500		
51470		Enterprise Resource Planning Software Upgrade	73,000		73,000	73,000		
51770		Document Management System	60,000		60,000	60,000		
51780		GIS Easement Integration	50,000		50,000	50,000		
51790		System Modeling and Asset Management	-		-	0		
51740		PRV SCADA Integration	7,400		7,400	7,400		
<b>Subtotal Data Management Systems</b>			<b>825,333</b>	-	<b>825,333</b>	<b>825,333</b>	-	-
<b>Facilities</b>								
51648		Corporate Solar Installation	19,720		19,720	19,720		
51670		Turner Dam Emergency Action Plan	-		-	-		
51650		Emergency Response Plan	-		-	-		
51590		Water Age Analysis	68,300		68,300	68,300		
51570		Business Continuity Plan	43,555		43,555	43,555		
<b>Subtotal Facilities</b>			<b>131,575</b>	-	<b>131,575</b>	<b>131,575</b>	-	-
<b>Equipment</b>								
51880		Electric Motor Soft Starters	19,726		19,726	19,726		
51370		Vehicles	120,168		120,168	120,168		
51371		Service Truck	72,975		72,975	72,975		
51372		Dump Truck	-		-	-		
51373		Hooklift Truck	115,987		115,987	115,987		
51374		Service Truck 1.5-ton	69,776		69,776	69,776		
51375		Service Truck 1.0-ton	57,905		57,905	57,905		
51820		Rescue Davit System	-		-	-		
<b>Subtotal Equipment</b>			<b>456,537</b>	-	<b>456,537</b>	<b>456,537</b>	-	-
<b>Total Capital Projects</b>			<b>4,942,309</b>	-	<b>4,942,309</b>	<b>4,942,309</b>	-	-



# Capital Outlay Source of Funding Water

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

**Capital Reserves:** There are three types of Capital Reserves.

1. Reserve for Continuing Projects are unexpended appropriations carried forward from prior years.
2. Reserve for Capital Improvements are water availability charges not allocated to RTS and debt service, Property Taxes, plus earnings not reserved for other purposes that have been collected in prior years.
3. Capacity Charge Reserves are funds collected for public facilities in existence at the time a capacity charge is imposed or for new facilities to be acquired or constructed in the future.

**Non-Operating Revenues:** Current year annual non-operating revenues including Water Availability charges not allocated to readiness-to-serve (RTS) and debt service, Property Taxes, and Lease of Facilities plus earnings not reserved for other purposes.

**SRF Loan Proceeds:** The District is in various stages of the State Revolving Fund (SRF) Loan application process for several projects. Construction does not proceed until SRF Loan approval is received.

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

New Item	Type Replacement	Master Plan Priority A	Project ID CV010	Source of Funding 2024/2025 Non-Operating Revenues	Strategic Plan Standard 8, 9	Goal 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.



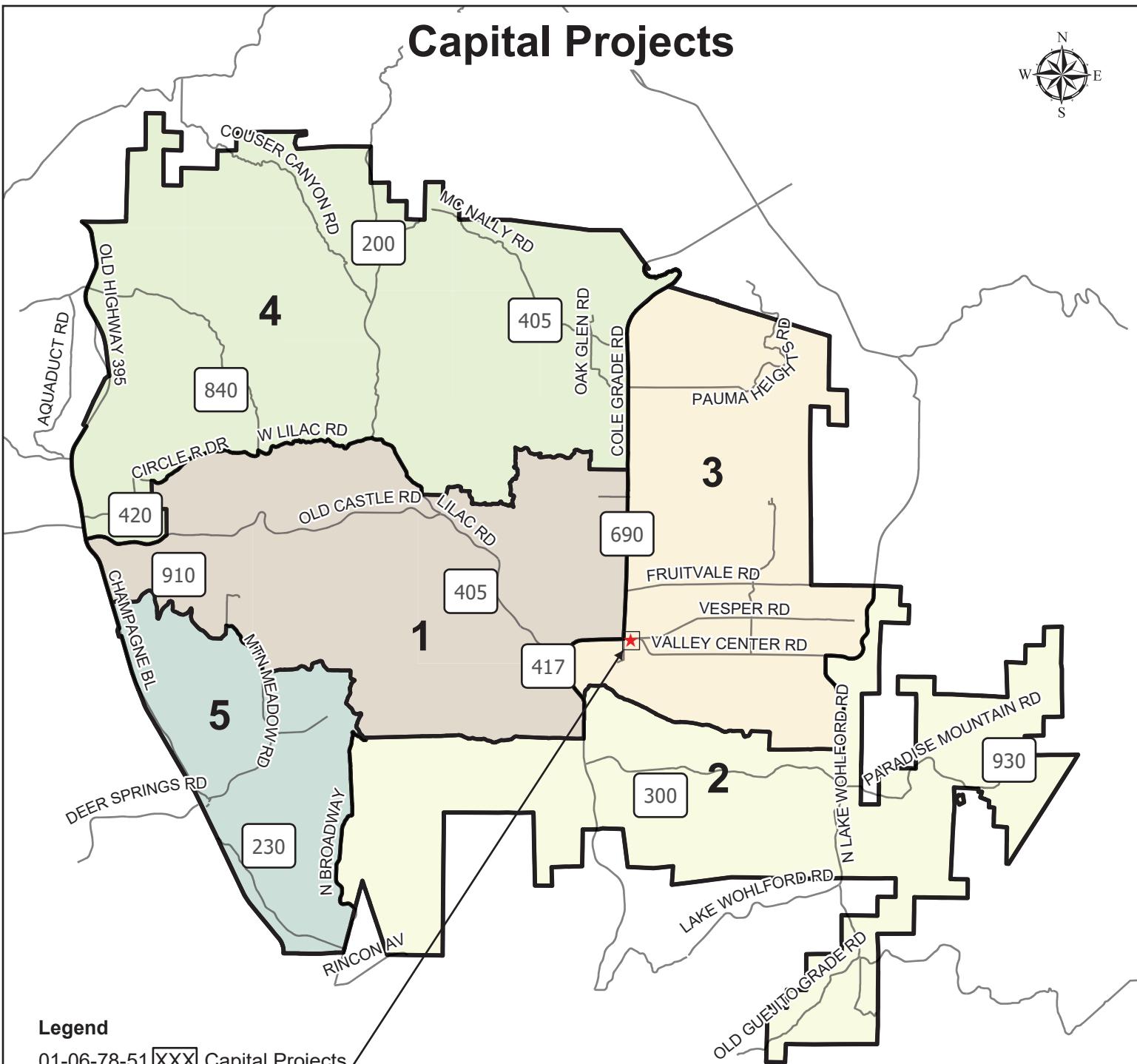
# Valley Center Municipal Water District

## Capital Outlay Source of Funding

Fund	Department	Division
01	06	78

Acct. No.	Capital Project Request See Page	Description	Continuing Projects Reserve	Source of Funding	Total Approved Budget 2024-2025
				2024-2025 Non-Operating Revenues	State Revolving Fund Loan Proceeds
<b>Pipelines &amp; PRV's</b>					
51020		Participation, Upsizing, & Unspecified Repl Projects	80,000		80,000
51023		Wohlford Estates Participation	120,000		120,000
51024		Cerro De Pauma Repair	50,000		50,000
51500		Pipeline Condition Assessment	168,300		168,300
51150		North Broadway Pipeline Relocation	-	30,000	30,000
51200		NCESP 14-inch Pipeline Relocation	80,098		80,098
5151X		Water System Upgrade Projects	-		-
51513		Keys Creek Pipeline Replacement	-		-
51690		Cole Grade Road Pipeline Replacement	835,000		835,000
51412		Gordon Hill Pipeline Replacement	-		-
51415		Oat Hill Discharge & Alps Way Pipeline Replacement	-		-
51417		Lilac Road Pipeline Upsizing	-		-
51418		Alps Way Pipeline Replacement	50,000		50,000
51420		Old Castle Waterline Replacement Project Phase 2	-	100,000	100,000
51840		Rodriquez Rd Pipeline Replacment	189,583		189,583
51120		2020 DWSRF Loan Application	-		-
51121		2023 DWSRF Loan Application	-	20,000	20,000
51910		Gordon Hill Upper Pipeline Relocation Project	270,000		270,000
<b>Subtotal Pipelines &amp; PRV's</b>			<b>1,842,981</b>		<b>150,000</b>
<b>Pump Stations</b>					
51160		Pump & Motor Replacements	27,080		27,080
51050		Natural Gas Engine Controls Upgrade & Automation	19,484		19,484
51430		Automation of Bypass Valve Controls	6,396		6,396
51440		San Gabriel PS Controls Upgrade & Automation	2,537		2,537
51080		Pump Station Power Monitors	20,388		20,388
<b>Subtotal Pump Stations</b>			<b>75,885</b>		<b>75,885</b>
<b>Reservoirs</b>					
51130		Reservoir Mixing Systems	10,304		10,304
51230		Kornblum Reservoir Mixing and Chlorination	19,036		19,036
51930		Paradise Reservoir Site Chloramine Boosting System	200,658		200,658
51940		Cobb Reservoir Mixing and Chloramination Pilot	30,000		30,000
51300		Reservoir Painting and Recoating Projects	-		-
51303		Ridge Ranch Reservoir & PS Replacement	900,000		900,000
51403		San Gabriel No. 1 Reservoir	-		-
51404		Mtn Meadows No. 1 & Reid Hill Reservoirs	-		-
51405		McNally and Mizpah Reservoirs	300,000		300,000
<b>Subtotal Reservoirs</b>			<b>1,459,998</b>		<b>1,459,998</b>
<b>Data Management Systems</b>					
51240		Server Virtualization, Storage, Disaster Recovery	-		-
51680		Advanced Metering Infrastructure System	48,276		48,276
51040		Boardroom A/V Technology Upgrade	11,157		11,157
51480		Computerized Maintenance Management System	-		-
51730		Water System HMI Migration	575,500		575,500
51470		Enterprise Resource Planning Software Upgrade	73,000		73,000
51770		Document Management System	60,000		60,000
51780		GIS Easement Integration	50,000		50,000
51790		System Modeling and Asset Management	-		-
51740		PRV SCADA Integration	7,400		7,400
<b>Subtotal Data Management Systems</b>			<b>825,333</b>		<b>825,333</b>
<b>Facilities</b>					
51648		Corporate Solar Installation	19,720		19,720
51670		Turner Dam Emergency Action Plan	-		-
51650		Emergency Response Plan	-		-
51590		Water Age Analysis	68,300		68,300
51570		Business Continuity Plan	43,555		43,555
<b>Subtotal Facilities</b>			<b>131,575</b>		<b>131,575</b>
<b>Equipment</b>					
51880		Electric Motor Soft Starters	19,726		19,726
51370		Vehicles	120,168		120,168.0
51371		Service Truck	72,975		72,975
51372		Dump Truck	-		-
51373		Hooklift Truck	115,987		115,987
51374		Service Truck 1.5-ton	69,776		69,776
51375		Service Truck 1.0-ton	57,905		57,905
51820		Rescue Davit System	-		-
<b>Subtotal Equipment</b>			<b>456,537</b>		<b>456,537</b>
<b>Total Capital Projects</b>			<b>4,792,309</b>		<b>150,000</b>
					<b>4,942,309</b>

# Capital Projects



## Legend

01-06-78-51 XXX Capital Projects

### District Offices and Yard

- 370 - Vehicles
- 470 - Enterprise Resource Planning Upgrade
- 570 - Business Continuity Plan
- 590 - Water Age Analysis
- 648 - Corporate Solar Installation
- 730 - Water System HMI Migration
- 770 - Document Management System
- 780 - GIS Easement Digitizing
- 880 - Electric Motor Soft Starters



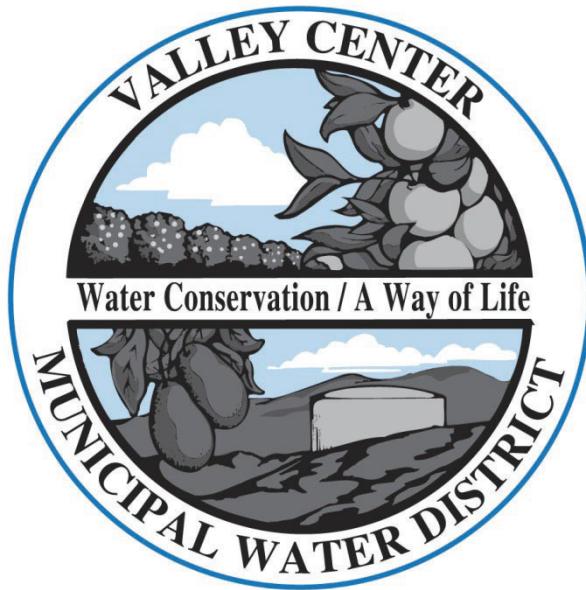
### District - Wide

- 020 - Upsizing
- 160 - Pump & Motor Replacements
- 200 - NCESP 14-inch Pipeline Relocation
- 230 - Kornblum Mixing & Chlorination
- 300 - Ridge Ranch Reservoir & Pump Station Replacement
- 405 - McNally & Mizpah Reservoir Paint/Recoating
- 417 - Lilac Road Pipeline Upsizing
- 420 - Old Castle Waterline Replacement PH2
- 500 - Pipeline Condition Assessment
- 690 - Cole Grade Road Pipeline Replacement
- 840 - Rodriguez Rd Pipeline Replacement
- 910 - Gordon Hill Upper Pipeline Relocation
- 930 - Paradise Reservoir Site Chloramine Boosting System



## Valley Center Municipal Water District

This page intentionally left blank



# Lower Moosa Canyon Water Reclamation Facility



# Lower Moosa Canyon Water Reclamation Facility

### Personnel Requirements (FTE's)

	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
Wastewater Systems Supervisor	0.6	0.6	0.6
Senior Wastewater System Technician	0.6	0.6	0.6
Wastewater Systems Technician III	0.6	0.8	0.8
Wastewater Systems Technician II	0.2	0.0	0.0
Wastewater Systems Technician I	1.1	1.1	1.9
<b>Total</b>	<b>3.1</b>	<b>3.1</b>	<b>3.9</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 division.

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 and maintenance of the facilities comes from a wastewater service charge for all properties connected to the system.

Funding for replacement and upgrade of capital facilities identified in the Lower Moosa Canyon Water Reclamation Facility 2023 Master Plan Update is from a separate capital improvement charge.

Funding for maintenance of the private pump systems required for the connecting to the LPS collection system is from an additional LPS Pump Maintenance Charge.



# Lower Moosa Canyon Water Reclamation Facility

Fiscal Year 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
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		✓				
As part of the video inspection, continued to performed in-house cleaning 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.			✓				
Installed a new turbo aeration blower to improve the biological process and reduce energy use.			✓		✓	✓	
Continued to implement operational changes that reduced equipment run times and energy consumption and improved effluent quality.							✓
Completed the installation of manhole inserts throughout the Hidden Meadows and Park Circle gravity collection system to reduce storm water inflow during rain events.			✓				
Completed the replacement of the Clarifier No. 1 mechanical equipment and refurbishment of the concrete structure.	8, 9		✓				
Continued inspections, record keeping and reporting for compliance with Statewide Sanitary Sewer System Waste Discharge General Order.	12		✓				
Updated the Commercial Waste Discharge Program pursuant to the recently updated Sanitary Sewer Management Plan (SSMP).	12		✓				
Continued implementation and enforcement of the fats, oils and grease (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 clean and maintain holding tanks throughout the system and within the Low Pressure Collection System.			✓				
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.			✓				
Implemented a Capital Improvement Charge to fund priority project identified in the Lower Moosa Canyon WRF Master Plan Update.			✓				

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



# Lower Moosa Canyon Water Reclamation Facility

Fiscal Year 2024-2025 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.	10		✓				
Continue collection system evaluations and work through documented repair list developed from prior year's video monitoring.	10		✓				
Complete the replacement the emergency generator at the Islands Lift Station.	8, 9		✓				
Complete the replacement of the mechanical equipment for Clarifier No. 2.	8, 9		✓				
Monitor the solar generation from the Power Purchase Agreement and record annual savings.	7			✓		✓	
Complete the server room relocation project at the Lower Moosa Canyon WRF.	8, 9		✓				
Respond to Alarms and Maintain the Private Low Pressure Sewer On-Site pump systems.	10		✓				
Update 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		✓				
Complete the design and prepare Clean Water State Revolving Fund Loan Application for construction of priority projects identified in the Lower Moosa Canyon WRF Master Plan Update including the proposed improvements at the Meadows Lift Station..	8, 9		✓				
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 replacement and upgrade of aging infrastructure to meet increasing wastewater capacity needs of the service area, while maintaining required effluent quality standards.	12		✓		✓	✓	
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

This page intentionally left blank



## Lower Moosa Wastewater Recap of Budget and Source of Financing July 1, 2023 to June 30, 2025

Fund
13

	Capacity Charge Fund	Capital Improvement Fund	Continuing Projects Fund	LPS Reserve Fund
<b>ACTUAL BALANCE JULY 1, 2023</b>	<b>606,326</b>	<b>0</b>	<b>787,256</b>	<b>0</b>
Revenue 2023-2024				
Wastewater Service Charges				
Wastewater Lateral & Inspection Fees				
Interest				
Wastewater LPS Charges				63,542
Capital Improvement Charge		132,400		
Capacity Charges	0			
<b>Total Revenue</b>	<b>0</b>	<b>132,400</b>	<b>0</b>	<b>63,542</b>
Estimated Expenditures 2023-2024	0		(872,152)	(73,950)
Debt Service				
Interim Loan 2024 from the General Fund			1,100,000	
Transfers	(375,927)		375,927	10,408
<b>Net Change</b>	<b>(375,927)</b>	<b>132,400</b>	<b>603,775</b>	<b>0</b>
<b>ESTIMATED BALANCE JUNE 30, 2024</b>	<b>230,399</b>	<b>132,400</b>	<b>1,391,031</b>	<b>0</b>
Revenue 2024-2025				
Wastewater Service Charges				
Interest				
Wastewater LPS Charges				65,530
Capital Improvement Charge		358,560		
<b>Total Revenue</b>	<b>0</b>	<b>358,560</b>	<b>0</b>	<b>65,530</b>
Proposed Expenditures 2024-2025			(895,500)	(76,000)
Expenditures of Continuing Projects			(1,391,031)	
Debt Service				
Interim Loan 2025 from the General Fund			895,500	
Transfers	0		0	10,470
<b>Net Change</b>	<b>0</b>	<b>358,560</b>	<b>(1,391,031)</b>	<b>0</b>
<b>ESTIMATED BALANCE JUNE 30, 2025</b>	<b>230,399</b>	<b>490,960</b>	<b>0</b>	<b>0</b>
	2022-2023	2023-2024	2024-2025	
GENERAL INFORMATION:	Actual	Budget	Estimated Actual	Budget
<b>Total Low Pressure Sewer (LPS) Connections:</b>	103	101	105	105
<b>Monthly Low Pressure Sewer (LPS) Service Rates:</b>				
Effective July 1	48.42	50.93	50.93	50.93
Effective February 1	50.93	50.93	50.93	53.52



## Valley Center Municipal Water District

### Lower Moosa Wastewater Recap of Budget and Source of Financing July 1, 2023 to June 30, 2025

Fund
13

	Replacement Fund	Operating Fund	Total
<b>ACTUAL BALANCE JULY 1, 2023</b>	<b>113,218</b>	<b>0</b>	<b>1,506,800</b>
Revenue 2023-2024			
Wastewater Service Charges	377,570	1,458,965	1,836,535
Wastewater Lateral & Inspection Fees		5,300	5,300
Interest	12,100	60,365	72,465
Wastewater LPS Charges			63,542
Capital Improvement Charge			132,400
Capacity Charges			0
<b>Total Revenue</b>	<b>389,670</b>	<b>1,524,630</b>	<b>2,110,242</b>
Estimated Expenditures 2023-2024		(1,545,257)	(2,491,359)
Debt Service		(12,375)	(12,375)
Interim Loan 2024 from the General Fund	0	0	1,100,000
Transfers	(429,724)	419,316	0
<b>Net Change</b>	<b>(40,054)</b>	<b>386,314</b>	<b>706,508</b>
<b>ESTIMATED BALANCE JUNE 30, 2024</b>	<b>73,164</b>	<b>386,314</b>	<b>2,213,308</b>
Revenue 2024-2025			
Wastewater Service Charges	377,570	1,506,730	1,884,300
Interest	13,100	144,700	157,800
Wastewater LPS Charges			65,530
Capital Improvement Charge			358,560
<b>Total Revenue</b>	<b>390,670</b>	<b>1,651,430</b>	<b>2,466,190</b>
Proposed Expenditures 2024-2025		(1,638,458)	(2,609,958)
Expenditures of Continuing Projects			(1,391,031)
Debt Service	(201,071)	(84,551)	(285,622)
Interim Loan 2025 from the General Fund			895,500
Transfers	(105,350)	94,880	0
<b>Net Change</b>	<b>84,249</b>	<b>23,301</b>	<b>(924,921)</b>
<b>ESTIMATED BALANCE JUNE 30, 2025</b>	<b>157,413</b>	<b>409,615</b>	<b>1,288,387</b>

GENERAL INFORMATION:	2022-2023	2023-2024		2024-2025
	Actual	Budget	Estimated Actual	Budget
<b>Total Wastewater Connections:</b>	2,494	2,490	2,490	2,490
<b>Monthly Wastewater Service Rates:</b>				
Effective July 1	58.67	61.72	61.72	61.72
Effective February 1	61.72	61.72	61.72	64.86
<b>Monthly Capital Improvement Charge</b>				
Effective July 1	0.00	0.00	0.00	12.00
Effective February 1	0.00	12.00	12.00	12.00



## Valley Center Municipal Water District

### Lower Moosa Wastewater

#### Revenue Estimate

Fund	Department
13	00

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
81-41001	Wastewater Service Charge	1,795,688	1,844,200	1,835,338	1,883,300
81-41012	Wastewater Capacity Reservation Fee	0	1,000	675	1,000
81-41013	Wastewater Capital Improvement Charge	0	149,400	132,400	358,560
81-41008	Wastewater Lateral Fee	0	0	0	0
81-41005	Wastewater Inspection Fee	0	0	500	0
81-41006	LPS Wastewater Inspection Fee	4,800	0	4,800	0
84-41000	Interest - Operating & Replace. Res.	40,788	61,200	72,465	157,800
81-42900	Wastewater LPS Charges	60,408	61,730	63,542	65,530
86-43300	Service Availability Charge	510	0	522	0
86-43500	Sale of Surplus	0	0	0	0
89-41002	Capacity Charges	23,575	0	0	0
89-42000	Contributions in Kind	16,881	0	0	0
87-44500	Other Income	0	0	0	0
87-44700	Grant Revenue	0	0	0	0
<b>Total</b>		<b>1,942,650</b>	<b>2,117,530</b>	<b>2,110,242</b>	<b>2,466,190</b>

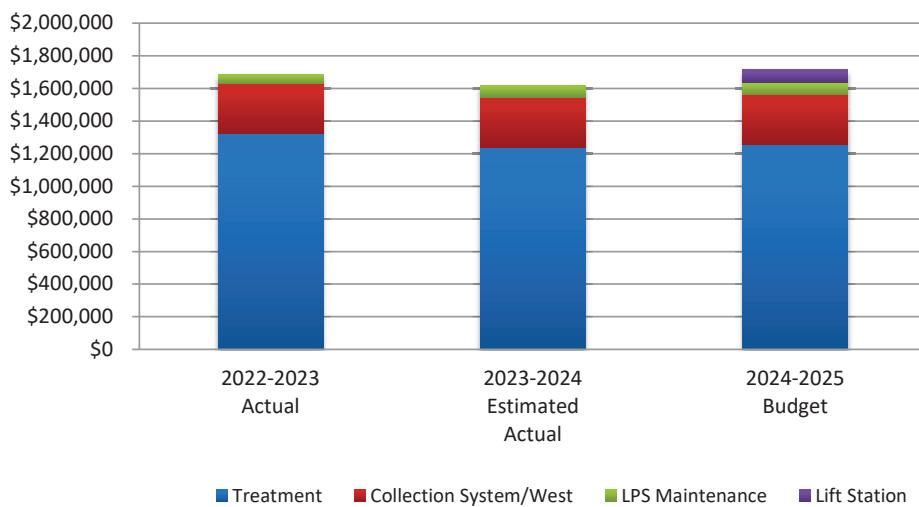


## Department Summary by Division

Fund	Department
13	03

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
26	Treatment	1,324,899	1,037,639	1,239,999	1,255,708
27	Collection System/West	304,595	312,610	305,258	304,650
38	Lift Station	0	0	0	78,100
29	LPS Maintenance	56,723	59,100	73,950	76,000
19	Debt Service - Interest Expense	0	0	12,375	84,551
78	Capital Projects	794,244	1,469,500	872,152	895,500
<b>TOTAL MOOSA TREATMENT</b>		<b>2,480,461</b>	<b>2,878,849</b>	<b>2,503,734</b>	<b>2,694,509</b>

## Division Expenses





## Valley Center Municipal Water District

### Lower Moosa Wastewater Treatment

#### Division Summary by Expense Category

Fund	Department	Division
13	03	26

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	626,248	436,700	600,600	517,200
50003	Overtime	31,227	24,000	37,200	24,000
50025	Outside Professional Services	94,179	76,600	85,000	122,200
50030	Special Department Expenses	1,919	3,500	3,500	3,500
50032	Telephone	2,439	3,000	2,500	3,000
50034	Membership Fees & Dues	0	0	0	0
50038	Regulatory Permits & Fees	30,127	36,000	29,500	36,000
50040	Rents & Leases	0	500	0	500
50042	Insurance	15,636	17,190	17,000	21,120
50045	Electricity	115,829	100,000	131,000	148,500
50048	Diesel	349	500	400	500
50049	Water	3,940	5,000	5,000	5,000
50323	Chlorine	30,606	34,000	31,500	34,000
50341	Hazardous Waste Disposal Costs	0	300	0	300
50451	Maintenance of Vehicles	892	1,500	1,000	1,500
50452	Maintenance of Facilities	46,286	49,000	47,000	49,000
50459	Software Technical Support	3,987	3,900	2,850	3,900
50082	Administrative Overhead	263,016	243,949	243,949	283,488
50085	Capital Planning	58,219	0	0	0
50087	Bad Debt Expense	0	2,000	2,000	2,000
<b>Total</b>		<b>1,324,899</b>	<b>1,037,639</b>	<b>1,239,999</b>	<b>1,255,708</b>



## Valley Center Municipal Water District

### Lower Moosa Wastewater Treatment

#### Division Detail

Fund	Department	Division	Total Budget Request
13	03	26	\$1,255,708

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	517,200
	Full Time Equivalents	2.76
50003	Overtime	24,000
50025	Outside Professional Services	122,200
	Pumper Trucks - for Grit Removal	14,100
	Lab Analysis	26,000
	Sludge Removal	54,500
	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
	Property Clearing	3,600
	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
50034	Membership Fees & Dues	0
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
50042	Insurance	21,120
50045	Electricity	148,500
50048	Diesel	500
	Generator Set and Tractor	500
50049	Water	5,000



## 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	34,000
	Polymer	13,000
	Sodium Hypochlorite	4,200
	Sodium Hydroxide	600
	Laboratory Chemicals	16,200
50341	Hazardous Waste Disposal Costs	300
	Recycling Oil, Filters, Solvents	
50451	Maintenance of Vehicles	1,500
50452	Maintenance of Facilities	49,000
	SCADA Computer Equipment Maintenance	3,000
	Building and Grounds Maintenance Equipment	4,000
	Electrical Equipment	4,000
	Electric Motor Maintenance	8,000
	Filter Replacement	2,000
	Tractor Maintenance	4,000
	Hardware	5,000
	Pipe and Fittings	2,000
	Mechanical Plugs	3,000
	Building and Yard Maintenance	14,000
50459	Software Technical Support	3,900
50082	Administrative Overhead	283,488
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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	223,769	228,700	222,300	233,700
50002	Temporary Labor	0	15,000	10,000	30,400
50003	Overtime	512	6,000	2,500	5,500
50025	Outside Professional Services	54,064	35,000	35,000	27,350
50030	Special Department Expenses	160	1,500	1,500	1,200
50038	Regulatory Permits & Fees	2,243	5,000	5,148	5,000
50042	Insurance	1,737	1,910	1,910	0
50045	Electricity	8,340	6,000	11,700	0
50049	Water	1,945	2,000	1,700	0
50451	Maintenance of Vehicles	868	1,500	1,500	1,500
50452	Maintenance of Facilities	10,957	10,000	12,000	0
<b>Total</b>		<b>304,595</b>	<b>312,610</b>	<b>305,258</b>	<b>304,650</b>



## Valley Center Municipal Water District

### Lower Moosa Wastewater Collection System/West

#### Division Detail

Fund	Department	Division	Total Budget Request
13	03	27	\$304,650

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular Full Time Equivalents	233,700
50002	Temporary Labor	30,400
50003	Overtime	5,500
50025	Outside Professional Services Sewer Cleaning/Repair Manhole Sensors Pumping Property Clearing Special Repairs	27,350
50030	Special Department Expenses	1,200
50038	Regulatory Permits and Fees	5,000
50451	Maintenance of Vehicles	1,500



## Valley Center Municipal Water District

### Lower Moosa Wastewater Lift Station

#### Division Summary by Expense Category

Fund	Department	Division
13	03	38

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	0	0	0	39,800
50003	Overtime	0	0	0	500
50025	Outside Professional Services	0	0	0	6,650
50030	Special Department Expenses	0	0	0	300
50042	Insurance	0	0	0	2,350
50045	Electricity	0	0	0	13,500
50049	Water	0	0	0	2,000
50324	Chemicals	0	0	0	1,000
50452	Maintenance of Facilities	0	0	0	12,000
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>78,100</b>



## Valley Center Municipal Water District

### Lower Moosa Wastewater Lift Station

#### Division Detail

Fund	Department	Division	Total Budget Request
13	03	38	\$78,100

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	39,800
	Full Time Equivalents	0.23
50003	Overtime	500
50025	Outside Professional Services	6,650
	Manhole Sensors	5,000
	Pumping Tanks	650
	Generator Load Testing	1,000
50030	Special Department Expenses	300
50042	Insurance	2,350
50045	Electricity	13,500
50049	Water	2,000
50324	Chemicals	1,000
50452	Maintenance of Facilities	12,000
	Motors Dip and Bake	1,000
	Pump Repair	4,000
	Replacement Pump	3,000
	SCADA	1,500
	Air Conditioner Repair	1,000
	Valves and Solenoids, Grinder Servicing	1,500



## Valley Center Municipal Water District

### Lower Moosa Wastewater Low Pressure Sewer (LPS) Maintenance

#### Division Summary by Expense Category

Fund	Department	Division
13	03	29

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	22,132	29,600	30,100	32,500
50003	Overtime	1,134	2,500	4,000	2,500
50025	Outside Professional Services	3,790	3,500	3,350	3,500
50030	Special Department Expenses	0	1,500	500	1,500
50451	Maintenance of Vehicles	936	1,000	1,000	1,000
50452	Maintenance of Facilities	28,731	21,000	35,000	35,000
<b>Total</b>		<b>56,723</b>	<b>59,100</b>	<b>73,950</b>	<b>76,000</b>



## Valley Center Municipal Water District

### Lower Moosa Wastewater Low Pressure Sewer (LPS) Maintenance

#### Division Detail

Fund	Department	Division	Total Budget Request
13	03	29	\$76,000

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	32,500
	Full Time Equivalents	0.20
50003	Overtime	2,500
50025	Outside Professional Services	3,500
	Pumping of Tanks	3,500
50030	Special Department Expenses	1,500
50451	Maintenance of Vehicles	1,000
50452	Maintenance of Facilities	35,000
	Pump Rebuild Kits	8,500
	Replacement Pumps	20,500
	Retrofit STEP System Pumps	6,000



## Valley Center Municipal Water District

### Lower Moosa Wastewater Debt Service

#### Division Summary by Expense Category

Fund	Department	Division	Total Outstanding Balance for all 2 Loans
13	03	19	\$1,995,000

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
00-00-21130	Principal on Interim Funding Loan 2024	0	0	0	201,071
50071	Interest on Interim Funding Loan 2024	0	0	12,375	47,238
50073	Interest on Interim Funding Loan 2025	0	0	0	37,313
<b>Total</b>		<b>0</b>	<b>0</b>	<b>12,375</b>	<b>285,622</b>

#### SOURCE OF FINANCING

Replacement Reserve	0	0	12,375	285,622
<b>Total</b>	<b>0</b>	<b>0</b>	<b>12,375</b>	<b>285,622</b>



## Valley Center Municipal Water District

### General Fund Moosa Capital Improvements

### Lower Moosa Wastewater Interim Loan Payment Schedule 2024

Fund	Department	Division	Outstanding Balance
13	03	19	\$1,100,000

Due Date	Ref Num	Beginning Balance	Principal Payment	Interest Rate %	Interest Payment	Total Payment	Ending Balance
3/31/2025	1	\$ 1,100,000.00	\$ 201,070.80	4.50%	\$ 49,500.00	\$ 250,570.80	\$ 898,929.20
3/31/2026	2	\$ 898,929.20	\$ 210,118.99	4.50%	\$ 40,451.81	\$ 250,570.80	\$ 688,810.21
3/31/2027	3	\$ 688,810.21	\$ 219,574.35	4.50%	\$ 30,996.45	\$ 250,570.80	\$ 469,235.86
3/31/2028	4	\$ 469,235.86	\$ 229,455.19	4.50%	\$ 21,115.61	\$ 250,570.80	\$ 239,780.67
3/31/2029	5	\$ 239,780.67	\$ 239,780.67	4.50%	\$ 10,790.13	\$ 250,570.80	\$ -
<b>Total</b>		<b>\$1,100,000.00</b>			<b>\$152,854.00</b>	<b>\$1,252,854.00</b>	



## Valley Center Municipal Water District

### General Fund Moosa Capital Improvements

### Lower Moosa Wastewater Interim Loan Payment Schedule 2025

Fund	Department	Division	Outstanding Balance
13	03	19	\$895,000

Due Date	Ref Num	Beginning Balance	Principal Payment	Interest Rate %	Interest Payment	Total Payment	Ending Balance
8/31/2025	1	\$ 895,500.00	\$ 162,062.93	5.00%	\$ 44,775.00	\$ 206,837.93	\$ 733,437.07
8/31/2026	2	\$ 733,437.07	\$ 170,166.08	5.00%	\$ 36,671.85	\$ 206,837.93	\$ 563,270.99
8/31/2027	3	\$ 563,270.99	\$ 178,674.38	5.00%	\$ 28,163.55	\$ 206,837.93	\$ 384,596.61
8/31/2028	4	\$ 384,596.61	\$ 187,608.10	5.00%	\$ 19,229.83	\$ 206,837.93	\$ 196,988.51
8/31/2029	5	\$ 196,988.51	\$ 196,988.51	5.00%	\$ 9,849.42	\$ 206,837.93	\$ -
<b>Total</b>		<b>\$895,500.00</b>			<b>\$138,689.65</b>	<b>\$1,034,189.65</b>	



## Valley Center Municipal Water District

This page intentionally left blank



# 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 2023-2024	Total Approved Budget 2023-2024	Total Estimated Expenditures 2023-2024	Recaptured or Not Carried Forward to 2024-2025	Estimated Budget Carried Forward to 2024-2025	New Appropriation 2024-2025	Total Approved Budget 2024-2025
53030		Wastewater O&M Manual Development		9,976	9,976		-		-
53060		Moosa Solar Installation		22,550	-	(22,550)	-		-
53100		2023 CWSRF Loan Application		100,000	10,000		90,000		90,000
53130		Moosa Aeration Air Piping Upgrade		-	1,148	1,148	-		-
53140		Collection System Vitrified Clay Pipe Lining		54,301	-		54,301		54,301
53150		Back-up Aeration Blower/Compressor		14,500	-		14,500		14,500
53200	11-12	Moosa Priority Projects	25,000	25,000	15,921	370,000	379,079	430,000	809,079
53290	11-12	Meadows Lift Station Motor Control Center Repl.		582,398	7,385	(370,000)	205,013	72,500	277,513
53320		Moosa Clarifier No. 1 Upgrades		347,570	347,570		-		-
53330	11-13	Moosa Clarifier No. 2 Upgrades		600,000	120,901		479,099	60,000	539,099
53370		Vehicles (50/50 Funding Moosa/WVR)		25,048	20,877	(4,171)	-		-
53371		Utility Pumper Truck (50/50 Funding Moosa/WVR)		-	-		-		-
53372		Service Truck (50/50 Funding Moosa/WVR)	7,000	55,898	53,231		2,667		2,667
53430		Islands Lift Station Generator		51,515	46,303		5,212		5,212
53550	11-14	Moosa Minor Upgrades	(6,300)	143,700	62,540		81,160	333,000	414,160
53640		Server Room Relocation		250,000	170,000		80,000		80,000
53790		System Modeling and Asset Management	6,300	6,300	6,300		-		-
<b>Total Capital Projects</b>			<b>32,000</b>	<b>2,288,756</b>	<b>872,152</b>	<b>(25,573)</b>	<b>1,391,031</b>	<b>895,500</b>	<b>2,286,531</b>



## Valley Center Municipal Water District

# Capital Outlay Budget Summary Lower Moosa Canyon Water Reclamation Facility

Fund	Department	Division
13	06	78

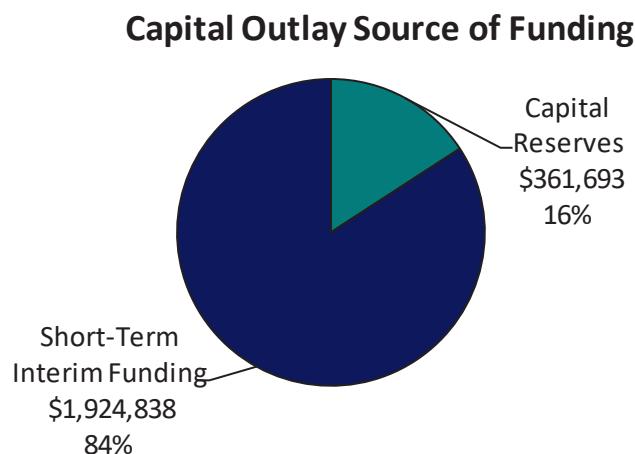
Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2024-2025	New Appropriation 2024-2025	Total Approved Budget 2024-2025	Estimated Actual Expenditures 2024-2025	Estimated Actual Expenditures 2025-2026	Estimated Project Balance after 2 years
53030		Wastewater O&M Manual Development	-		-			
53060		Moosa Solar Installation	-		-			
53100		2023 CWSRF Loan Application	90,000		90,000	60,000	30,000	
53130		Moosa Aeration Air Piping Upgrade	-		-			
53140		Collection System Vitrified Clay Pipe Lining	54,301		54,301	54,301		
53150		Back-up Aeration Blower/Compressor	14,500		14,500	14,500		
53200	11-12	Moosa Priority Projects	379,079	430,000	809,079	600,000	209,079	
53290	11-13	Meadows Lift Station Motor Control Center Repl.	205,013	72,500	277,513	200,000	77,513	
53320		Moosa Clarifier No. 1 Upgrades	-		-			
53330	11-14	Moosa Clarifier No. 2 Upgrades	479,099	60,000	539,099	400,000	139,099	
53370		Vehicles (50/50 Funding Moosa/WVR)	-		-			
53371		Utility Pumper Truck (50/50 Funding Moosa/WVR)	-		-			
53372		Service Truck (50/50 Funding Moosa/WVR)	2,667		2,667	2,667		
53430		Islands Lift Station Generator	5,212		5,212	5,212		
53550	11-15	Moosa Minor Upgrades	81,160	333,000	414,160	350,000	64,160	
53640		Server Room Relocation	80,000		80,000	80,000		
53790		System Modeling and Asset Management	-		-			
<b>Total Capital Projects</b>			<b>1,391,031</b>	<b>895,500</b>	<b>2,286,531</b>	<b>1,766,680</b>	<b>519,851</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:

- **Capital Reserves:** There are three types of Capital Reserves.
  1. Reserve for Continuing Projects are unexpended appropriations carried forward from prior years.
  2. Reserve for Capital Improvements are funds collected solely from the fixed Capital Improvement Charge. The charge provides a means needed to extend the service life of the existing facilities, provide greater operational redundancy, and enhance reliability and operational efficiencies to accommodate changes in the waste stream characteristics and flow.
  3. Capacity Charge Reserves are funds collected for public facilities in existence at the time a capacity charge is imposed or for new facilities to be acquired or constructed in the future.
- **Short-Term Interim Funding:** Funding will be provided with a loan from the District's General Fund with repayment including interest from net Moosa revenues over a term of 3 - 5 years.
- **Local Funds:** Local Funds refers to the current year annual revenues collected for Capital Improvement Change and 50% of the 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.

<b>New Item</b>	<b>Type</b> Replacement	<b>Master Plan Priority</b> A	<b>Project ID</b> CV010	<b>Source of Funding</b> 2024/2025 Local Funds	<b>Strategic Plan Standard</b> 8, 9	<b>Goal</b> 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 2024-2025
			Capital Reserves	Short-Term Interim Funding	2024-2025 Local Funds	
53030		Wastewater O&M Manual Development	-			-
53060		Moosa Solar Installation	-			-
53100		2023 CWSRF Loan Application	-	90,000		90,000
53130		Moosa Aeration Air Piping Upgrade	-			-
53140		Collection System Vitrified Clay Pipe Lining	54,301			54,301
53150		Back-up Aeration Blower/Compressor	14,500			14,500
53200	11-12	Moosa Priority Projects	-	809,079		809,079
53290	11-12	Meadows Lift Station Motor Control Center Repl.	205,013	72,500		277,513
53320		Moosa Clarifier No. 1 Upgrades	-			-
53330	11-13	Moosa Clarifier No. 2 Upgrades	-	539,099		539,099
53370		Vehicles (50/50 Funding Moosa/WVR)	-			-
53371		Utility Pumper Truck (50/50 Funding Moosa/WVR)	-			-
53372		Service Truck (50/50 Funding Moosa/WVR)	2,667			2,667
53430		Islands Lift Station Generator	5,212			5,212
53550	11-14	Moosa Minor Upgrades	-	414,160		414,160
53640		Server Room Relocation	80,000			80,000
53790		System Modeling and Asset Management	-			-
<b>Total Capital Projects</b>			<b>361,693</b>	<b>1,924,838</b>	<b>0</b>	<b>2,286,531</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

13-06-78-53200

DEPARTMENT:

Lower Moosa

# CAPITAL PROJECT REQUEST

## Moosa Priority Projects

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	System Upgrade	Priority A	Project ID N/A	Short-Term Interim Funding	Standard 8, 9	Goal II

### PROJECT DESCRIPTION:

The primary goal of this request is for funding the engineering design and preparation of construction plans and specifications for the Priority Projects identified in the adopted 2023 Master Plan Update for the Lower Moosa Canyon Water Reclamation Facility. The Master Plan Update outlined and prioritized the facility upgrades and replacements needed at the facility site on a priority scale from 1 to 4. Priority 1 upgrades have been funded and have either been completed or are in the process of being completed. Construction funding for the Moosa Priority Projects is intended to be from a Clean Water State Revolving Fund ("SRF") loan from the California State Water Resources Control Board ("SWRCB"). The application process for an SRF construction loan requires all applicants to submit a minimum of 70% complete design plans and specifications to be considered for funding approval in FY 2025 -2026. The District will contract with a design and environmental firm to provide the plans and specifications and CEQA documents required for the SRF application submittal.

Staff also intends to combine the construction funding for Meadows Lift Station Motor Control Center Replacement with the Moosa Priority Project SRF application. In preparation of the MCC replacement construction documents, it became apparent that additional facility upgrades and replacements were needed at the lift station site; site grading and paving improvements, addition of grinder equipment and upgraded SCADA and HMI capabilities. Construction funding currently authorized for the lift station would be utilized for design and additional profaning requested for construction with a future Annual Budget request. A portion of the construction funding currently authorized for the lift station is proposed to be transferred to the Moosa Priority Projects account (\$297,500) and the remainder of the construction funding (\$72,500) is proposed to be utilized for the design of the Lift Station improvements. The balance of the funds needed for this request (\$502,500) is available from an interim short-term loan, from the Woods Valley Ranch WRF Replacement Reserves (Fund 17) to the Moosa Capital Improvement Reserves (Fund 13). The interim loan will have a 5-year term and interest rate at the District's current ongoing rate plus 1.0%. Construction funding for the both the Lift Station and the Moosa Priority Projects will be incorporated into the SRF loan application and included in a future construction funding request.

Future funding requirements for the Moosa Priority Projects and Meadows Lift Station Improvement Project are approximately \$10M and with an SRF construction loan approval, additional interim funding will be needed to bridge the funding gap between award of the construction contract and receipt of load proceeds.

The following table summarizes the project funding requirements and expense allocations for the Moosa Priority Project and the future funding needs for the Meadows Lift Station Project:



## Valley Center Municipal Water District

ACCOUNT NO.:

13-06-78-53200

DEPARTMENT:

Lower Moosa

### CAPITAL PROJECT REQUEST

#### Moosa Priority Projects (continued)

Moosa Priority Funding Requirements (53200)									
Project Budget	Prior			Proposed Budget Allocation 2024-2025	Total Budget 2024-2025	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost	
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining						
Staff	24,000	15,713	8,287	70,000	78,287	620,000	698,287	714,000	
Design Phase				600,000	600,000		600,000	600,000	
Engineering Consultant				30,000	30,000		30,000	30,000	
Electrical Review						6,200,000	6,200,000	6,200,000	
Construction						744,000	744,000	744,000	
Construction Services						10,000	10,000	10,000	
Miscellaneous	1,000	208	792	90,000	10,792	6,000	16,792	17,000	
Contingency					90,000	930,000	1,020,000	1,020,000	
<b>Total Project</b>	<b>25,000</b>	<b>15,921</b>	<b>9,079</b>	<b>800,000</b>	<b>809,079</b>	<b>8,500,000</b>	<b>9,309,079</b>	<b>9,325,000</b>	

Meadows Lift Station Project Funding Requirements (53290)									
Project Budget	Prior			Proposed Budget Allocation 2024-2025	Total Budget 2024-2025	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost	
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining						
Staff	85,000	32,561	52,439	10,000	62,439	120,000	182,439	215,000	
Design Phase				47,500	150,074	10,000	160,074	162,500	
Engineering Consultant	105,000	2,426	102,574	15,000	15,000		15,000	15,000	
Electrical Review				(370,000)		900,000	900,000	900,000	
Construction	370,000		370,000		10,000		10,000	10,000	
Miscellaneous	10,000		10,000		40,000	145,000	185,000	185,000	
Contingency	40,000		40,000						
<b>Total Project</b>	<b>610,000</b>	<b>34,987</b>	<b>575,013</b>	<b>(297,500)</b>	<b>277,513</b>	<b>1,175,000</b>	<b>1,452,513</b>	<b>1,487,500</b>	



## Valley Center Municipal Water District

ACCOUNT NO.:

13-06-78-53330

DEPARTMENT:

Lower Moosa

# CAPITAL PROJECT REQUEST

## Moosa Clarifier No. 2 Upgrade Project

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority 1	Project ID N/A	Short-Term Interim Funding	Standard 8, 9	Goal II

### PROJECT DESCRIPTION:

Similar to Clarifier No. 1, the existing Clarifier No. 2 mechanical rake system has reached the end of its service life and needs to be replaced. The rake system is original equipment installed when the treatment plant was constructed in the mid-1970s. The mechanical rakes, motors, center column, catwalk, and all mechanical piping will be replaced. The minor spalling and pitted areas on the existing secondary clarifier concrete structures will be repaired and a protective coating applied to the surface. The District pre-purchased the clarifier equipment from WesTech. A bid from Jennette Company, Inc., for the installation of the equipment was received. Work on the replacement of the Clarifier No. 2 mechanical rake system equipment will be scheduled once the installation contract is awarded and the equipment is received from WesTech.

The scope of work for the project included improvements to the chlorine contact basin to upgrade the plant washwater system. Funding for the washwater system improvements was included in a separate project budget. The bid received for the clarifier equipment installation portion of the project was slightly higher than the amount included in the original budget. Increased funding for the project, for staff time during construction, the installation contract, and contingencies, is included in the proposed FY 24/25 Annual Budget for the Clarifier No. 2 project as indicated in the table below. The Moosa Capital Budget is funded in part by a short-term interim loan from the Woods Valley Ranch WRF Capital Improvement Reserves with repayment from Moosa sewer service charge net revenues and capital improvement charge over the next 5 years.

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

Moosa Priority Funding Requirements (53330)									
Project Budget	Prior			Proposed		Future	Future	Estimated	
	Prior	Estimated	Estimated	Budget	Allocation	Total	Budget	Total Project	Total Project
Staff	50,000	35,207	14,793	50,000		64,793		64,793	100,000
Inspection	15,000		15,000			15,000		15,000	15,000
Pre-Purchase Equipment	170,000	83,722	86,278			86,278		86,278	170,000
Construction	320,000		320,000	3,840		323,840		323,840	323,840
Miscellaneous	5,000	1,162	3,838			3,838		3,838	5,000
Contingency	40,000		40,000	6,160		46,160		46,160	46,160
<b>Total Project</b>	<b>600,000</b>	<b>120,091</b>	<b>479,909</b>	<b>60,000</b>	<b>539,909</b>	<b>0</b>	<b>539,909</b>	<b>660,000</b>	



## Valley Center Municipal Water District

ACCOUNT NO.:

13-06-78-53550

DEPARTMENT:

Lower Moosa

# CAPITAL PROJECT REQUEST

## Moosa Minor Upgrade Projects

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority 1	Project ID N/A	Short-Term Interim Funding	Standard 8, 9	Goal II

### PROJECT DESCRIPTION:

The proposed minor upgrade improvements for the Lower Moosa Canyon Water Reclamation Facility ("Moosa") included a collection of three small projects listed below. The second project of the three has been completed in Fiscal Year 2023-2024.

#### 1. Washwater Supply System and Chlorine Contact Tank Modifications

- Minor concrete repair work on the Chlorine Contact Tank.
- Installation of a washwater filtration system for the plant Washwater System.
- Installation of chlorination equipment for the existing Washwater System consisting of hypochlorite storage, chlorinators, and for injection/mixing equipment.
- Staff added protective coating for all interior concrete walls to add longevity to the concrete structure.
- Staff added site lighting improvements.

#### 2. Influent Channel Slide Gates and Bulk Head Installation

- New slide gates were installed in the influent channel to isolate that portion of the influent channel when Aeration Basin 2 is off-line. A concrete bulk head was installed in the center channel to allow use of the third influent feed gate to the Aeration Basins, providing more flexibility to control flows into the anoxic zone of both aeration basins.

#### 3. Discharge Line Appurtenances

- Proposed project includes the installation of Air Release Stations to alleviate air entrapment in the Discharge Line.
- Air Release Stations may be either manholes and/or cleanouts installed along the 3,000 LF Discharge Line between the Chlorine Contact Tank and the Percolation Ponds.

Installation of the washwater supply system improvements was included in the Scope of Work for Clarifier No. 2 Equipment Installation Project. Funding for the Clarifier No. 2 Equipment Installation was included in a separate project budget. The bid received for the washwater system improvements portion of the project was significantly higher than the amount included in the original budget. The original budget adopted with the Fiscal Year 2023-2024 budget did not anticipate recoating the concrete surfaces of the chlorine contact tank, approximately half the proposed contract amount. Coating the concrete surfaces will extend the life of the structure and improve operation.



## Valley Center Municipal Water District

ACCOUNT NO.:

13-06-78-53550

DEPARTMENT:

Lower Moosa

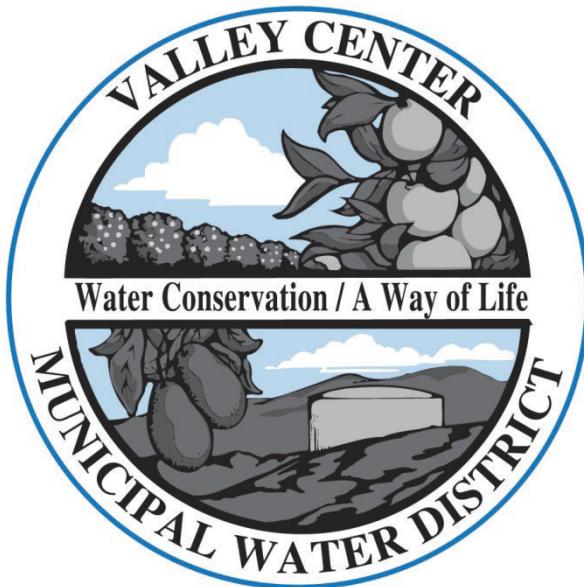
### CAPITAL PROJECT REQUEST

#### Moosa Minor Upgrade Projects (continued)

Increased funding for the project is included in the proposed Fiscal Year 2024-2025 Annual Budget as indicated in the table below. The increased funding request provides additional funding for not only the Washwater System Improvements but also the Discharge Line Appurtenances and Contingency. The Moosa Capital Budget is funded in part from a short-term interim loan from the Woods Valley Ranch WRF Capital Improvement Reserves with repayment from Moosa sewer service charge net revenues and capital improvement charge over the next 5 years.

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

Moosa Priority Funding Requirements (53550)										
Project Budget	Budget Reallocation		Prior Estimated		Proposed		Total Budget	Future Budget	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Reallocation & Fund Transfer	Actual Expense	Estimated Remaining	Budget Allocation 2024-2025	2024-2025				
Staff	25,000	10,000	29,236	5,764	25,000	30,764			30,764	60,000
Washwater System	50,000			50,000	213,000	263,000			263,000	263,000
Influent Channel Slide Gates	25,000	8,304	33,304	0		0			0	33,304
Discharge Line Appurtenances	35,000	(15,000)		20,000	50,000	70,000			70,000	70,000
Fund Transfer for WW Software	6,300	(6,300)		0		0			0	0
Contingency	8,700	(3,304)		5,396	45,000	50,396			50,396	50,396
<b>Total Project</b>	<b>150,000</b>	<b>(6,300)</b>	<b>62,540</b>	<b>81,160</b>	<b>333,000</b>	<b>414,160</b>	<b>0</b>	<b>414,160</b>	<b>476,700</b>	



# 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 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) was 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 agreements 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 (the "NV Bond"). The NV Bond included the design of the proposed Orchard Run and North Village Lift Stations. However, funding for construction of the lift stations would be funded by the developers benefitting from the lift stations or land secured indebtedness secured by property within the lift station service area.

Full development of the Park Circle East/West Subdivision in the South Village area required construction of the Orchard Run Lift Station and will require additional wastewater capacity once the combined development in the entire service area exceeds the capacity generated by the Expansion Project. Phase 3 Facilities, consisting of an expansion to the WVRWRF and construction of additional seasonal storage and recycled water transmission main improvements are proposed to provide this additional capacity. A community facilities district (CFD) was formed to fund the Orchard Run Lift station and financially secure the construction of the Phase 3 Facilities through issuance of land secured debt financing. The indebtedness would be repaid from special tax revenues collected from properties within the CFD. A limited obligation improvement bond is also intended to be issued by the CFD in Fiscal Year 2024-2025 to reimburse funds provided by the developer for the formation of the CFD and construction of the Orchard Run Lift Station which was completed and placed in service in June 2023. Construction of the remaining facilities will be scheduled to be based on the actual flow requirements of the new development within the service area.



## Valley Center Municipal Water District

# Woods Valley Ranch Wastewater Expansion

Fiscal Year 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Several capacity transfers were completed, reallocating of capacity and assessments from property owners requesting capacity reductions to property owners requesting additional capacity.			✓				
Completed construction of the Orchard Run Lift Station and placed the facility in operation.	8, 9		✓				

Fiscal Year 2024-2025 Goals & Objectives	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
CFD No. 2020-1 was formed to acquire and financially secure wastewater facilities needed for the Park Circle Development. Issue Series 1 bond to reimburse funds provided for formation of the CFD and construction of the Orchard Run Lift Station. Plan future Series 2 bond issuance to fund remaining facilities needed for the Park Circle Development Phase 3 capacity requirements.			✓	✓			
Coordinate planning efforts for increased capacity requests in the North Village area and participation in the Phase 3 Facilities.			✓				
Continue to evaluate Park Circle developer's proposals to reduce the estimated cost and their financial security requirements of the Phase 3 Facilities required for the development.			✓				
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 Native Oaks Golf Course to increase the seasonal storage volume of the ponds located within the golf course.			✓				
Secure developer funding for, and complete, the design of the North Village Lift Station and acquisition of the lift station site as needed for the North Village area.			✓	✓			

<sup>a</sup> See page 1-23 of this Budget document for the full Strategic Plan.



## Valley Center Municipal Water District

# Woods Valley Ranch Wastewater Expansion

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.			✓				
Secure funding source, potentially a State Revolving Fund Loan, 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.		✓	✓	✓			



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion Recap of Budget and Source of Financing July 1, 2023 to June 30, 2025

Funds
15 & 16

	Replacement Fund	Debt Service Reserve Fund	Continuing Projects Fund	Operating Fund	Total
<b>ACTUAL BALANCE JULY 1, 2023</b>	<b>1,126,926</b>	<b>1,543,388</b>	<b>3,639,874</b>	<b>0</b>	<b>6,310,188</b>
Add: Revenue 2023-2024					
AD 2012-1 Assessment	940,564				940,564
CFD Special Tax (Phase 3)	530,000				530,000
Interest	55,866			93,671	149,537
<b>Total Revenue</b>	<b>1,526,430</b>	<b>0</b>	<b>0</b>	<b>93,671</b>	<b>1,620,101</b>
LESS: Estimated Expenditures 2023-2024					
Debt Service			0	(74,500)	(74,500)
Transfers	(1,137,391)			(404,988)	(1,542,379)
<b>Net Change</b>	<b>(150,036)</b>	<b>0</b>	<b>153,258</b>	<b>0</b>	<b>3,222</b>
<b>ESTIMATED BALANCE JUNE 30, 2024</b>	<b>976,890</b>	<b>1,543,388</b>	<b>3,793,132</b>	<b>0</b>	<b>6,313,410</b>
Add: Revenue 2024-2025					
AD 2012-1 Assessment	945,300				945,300
CFD Special Tax (Phase 3)	530,000				530,000
Interest	68,582			77,200	145,782
<b>Total Revenue</b>	<b>1,543,882</b>	<b>0</b>	<b>0</b>	<b>77,200</b>	<b>1,621,082</b>
LESS: Proposed Expenditures 2024-2025					
Expenditures of Continuing Projects			0	(80,000)	(80,000)
Debt Service			(3,793,132)		(3,793,132)
Series 1 Bond Proceeds	(1,162,414)			(379,974)	(1,542,388)
Bond Delivery Expenses					
Establishment of Debt Service Reserve	5,130,000				5,130,000
Reimbursement of Prior Project Expenses	(303,701)				(303,701)
Assessment District 2012-1 Proceeds	(465,858)	465,858			0
Transfers	(4,525,000)				(4,525,000)
<b>Net Change</b>	<b>534,135</b>	<b>465,858</b>	<b>(3,793,132)</b>	<b>0</b>	<b>(2,793,139)</b>
<b>ESTIMATED BALANCE JUNE 30, 2025</b>	<b>1,511,025</b>	<b>2,009,246</b>	<b>0</b>	<b>0</b>	<b>3,520,271</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion

#### Revenue Estimate

Fund	Department
15/16	00

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
81-41110	Assessment District 2012-1 South Village	810,131	1,385,000	940,564	<b>945,300</b>
15/81-41120	CFD Special Tax (Phase 3)	516,983	871,400	530,000	<b>530,000</b>
15/84-41000	Interest Allocation	148,481	142,564	149,537	<b>145,782</b>
89-42000	Contributions in Kind	0	0	0	<b>0</b>
<b>Total</b>		<b>1,475,595</b>	<b>2,398,964</b>	<b>1,620,101</b>	<b>1,621,082</b>



## Valley Center Municipal Water District

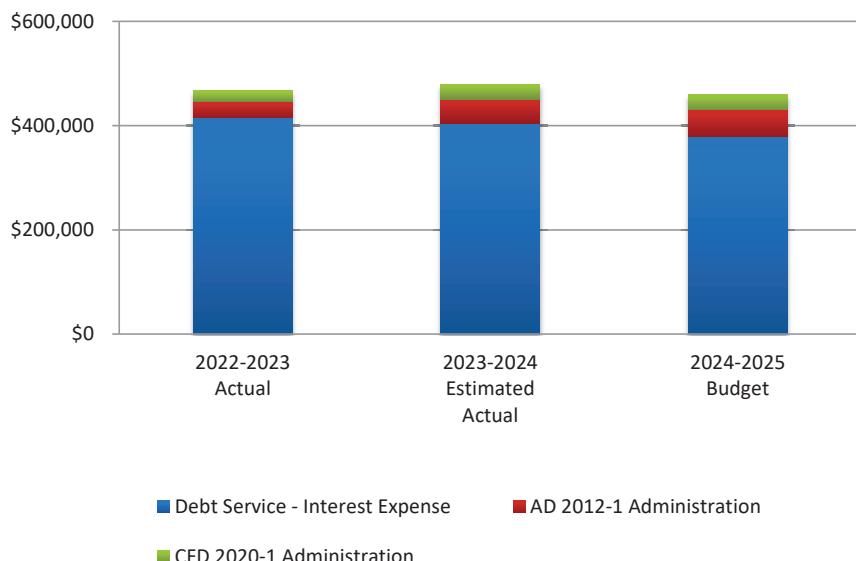
### Woods Valley Ranch Wastewater Expansion

#### Department Summary by Division

Fund	Department
16	03

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
19	Debt Service - Interest Expense	414,681	404,988	404,988	379,974
35	AD 2012-1 Administration	31,573	50,000	46,000	50,000
37	CFD 2020-1 Administration	20,341	30,000	28,500	30,000
78	Capital Projects	3,366,766	0	446,743	0
<b>TOTAL WOODS VALLEY RANCH</b>		<b>3,833,361</b>	<b>484,988</b>	<b>926,231</b>	<b>459,974</b>

#### Division Expenses





## 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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	22,287	31,100	27,000	28,200
50002	Temporary Labor	0	0	0	0
50003	Overtime	24	0	0	0
50025	Outside Professional Services	8,683	18,900	19,000	21,800
<b>Total</b>		<b>31,573</b>	<b>50,000</b>	<b>46,000</b>	<b>50,000</b>



## Valley Center Municipal Water District

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

#### Division Detail

Fund	Department	Division	Total Budget Request
16	03	35	\$50,000

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	28,200
	Full Time Equivalents	0.00
50002	Temporary Labor	0
50003	Overtime	0
50025	Outside Professional Services	21,800



## Valley Center Municipal Water District

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

#### Division Summary by Expense Category

Fund	Department	Division
15	03	37

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	12,531	12,100	18,500	19,800
50002	Temporary Labor	0	0	0	0
50025	Outside Professional Services	7,810	17,900	10,000	10,200
<b>Total</b>		<b>20,341</b>	<b>30,000</b>	<b>28,500</b>	<b>30,000</b>



## Valley Center Municipal Water District

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

#### Division Detail

Fund	Department	Division	Total Budget Request
15	03	37	\$30,000

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	19,800
	Full Time Equivalents	0.00
50002	Temporary Labor	0
50003	Overtime	0
50025	Outside Professional Services	10,200



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Expansion Debt Service

#### Division Summary by Expense Category

Fund	Department	Division	Total Outstanding Balance for all 3 Loans		
16	03	19	\$16,109,155		
Account No.	Description		2022-2023	2023-2024	2024-2025
			Actual	Budget	Estimated Actual
00-00-21025	Principal on SRF Debt Collection System		118,002	120,598	120,598
00-00-22065	Principal on SRF Debt Seasonal Storage		782,294	799,504	799,504
00-00-23085	Principal on SRF Debt Treatment Plant		212,611	217,289	217,289
<b>Total Principal</b>			<b>1,112,907</b>	<b>1,137,391</b>	<b>1,137,391</b>
50070	Interest on SRF Debt Collection System		43,178	42,851	42,851
50072	Interest on SRF Debt Seasonal Storage		78,826	77,381	77,381
50073	Interest on SRF Debt Treatment Plant		292,677	284,756	284,756
<b>Total Interest</b>			<b>414,681</b>	<b>404,988</b>	<b>404,988</b>
<b>Total Debt Service</b>			<b>1,527,588</b>	<b>1,542,379</b>	<b>1,542,379</b>
					<b>1,542,388</b>

#### SOURCE OF FINANCING

Assessment AD 2012-1	1,527,588	1,542,379	1,542,379	1,542,388
<b>Total</b>	<b>1,527,588</b>	<b>1,542,379</b>	<b>1,542,379</b>	<b>1,542,388</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	Outstanding Balance				
16	03	19					
							<b>\$1,703,925</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	Outstanding Balance
16	03	19	\$3,078,396

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	\$ 294,679.09	-
<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	Outstanding Balance				
16	03	19	\$11,326,834				
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>	



## Valley Center Municipal Water District

This page intentionally left blank



# Woods Valley Ranch Wastewater Expansion

## Capital Outlay



## Valley Center Municipal 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 2023-2024	Total		Recaptured or Not Carried Forward to 2024-2025	Estimated Budget Carried Forward to 2024-2025	New Appropriation 2024-2025	Total Approved Budget 2024-2025	
				Approved Budget 2023-2024	Estimated Expenditures 2023-2024					
<b>Phase II Expansion</b>										
561XX		WVR Wastewater Reclamation Facility	2,416,161	-	-	2,416,161			2,416,161	
56120		Land	250,000	-	-	250,000			250,000	
56160		WVR Ranch WRF Phase 2 Expansion	-	-	-	-			-	
56170		WVGC Seasonal Storage	450,000	-	-	450,000			450,000	
56260		GP Flow Meter Installation	24,721	-	-	24,721			24,721	
<b>Subtotal Phase II Expansion</b>				<b>3,140,882</b>	-	-	<b>3,140,882</b>	-	<b>3,140,882</b>	
<b>Assessment District 2012-1</b>										
56150		North Village Planning Collection System	-	-	-	-			-	
56180		Bond Issuance Costs AD 2012-1	-	-	-	-			-	
56310		Orchard Run Lift Station	-	-	-	-			-	
56320		North Village Lift Station	290,000	-	-	290,000			290,000	
<b>Subtotal Assessment District 2012-1</b>				<b>290,000</b>	-	-	<b>290,000</b>	-	<b>290,000</b>	
<b>Community Facilities District 2020-1</b>										
55300		WVR WRF Phase 3 Planning	633	633	-	-			-	
55330		Series 1 Bond Issuance	600,000	600,000	400,000	200,000			200,000	
55340		Orchard Run Lift Station	208,360	46,110	162,250	-			162,250	
<b>Subtotal Community Facilities District 2020-1</b>				<b>808,993</b>	<b>446,743</b>	-	<b>362,250</b>	-	<b>362,250</b>	
<b>Total Capital Projects</b>				<b>600,000</b>	<b>4,239,875</b>	<b>446,743</b>	-	<b>3,793,132</b>	-	<b>3,793,132</b>



## Valley Center Municipal Water District

### Capital Outlay Budget Summary Woods Valley Ranch Expansion

Fund	Department	Division
16	06	78

Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2023-2024	New Appropriation 2023-2024	Total Approved Budget 2023-2024	Estimated Actual Expenditures 2023-2024	Estimated Actual Expenditures 2024-2025	Estimated Project Balance after 2 years
<b>Phase II Expansion</b>								
561XX		WVR Wastewater Reclamation Facility	2,416,161		2,416,161	2,416,161		
56120		Land	250,000		250,000	250,000		
56160		WVR Ranch WRF Phase 2 Expansion	-		-	-		
56170		WVGC Seasonal Storage	450,000		450,000	450,000		
56260		GP Flow Meter Installation	24,721		24,721	24,721		
<b>Subtotal Phase II Expansion</b>			<b>3,140,882</b>	-	<b>3,140,882</b>	<b>3,140,882</b>	-	-
<b>Assessment District 2012-1</b>								
56150		North Village Planning Collection System	-		-	-		
56180		Bond Issuance Costs AD 2012-1	-		-	-		
56310		Orchard Run Lift Station	-		-	-		
56320		North Village Lift Station	290,000		290,000	200,000	90,000	
<b>Subtotal Assessment District 2012-1</b>			<b>290,000</b>	-	<b>290,000</b>	<b>200,000</b>	<b>90,000</b>	-
<b>Community Facilities District 2020-1</b>								
55300		WVR WRF Phase 3 Planning	-		-	-		
55330		Series 1 Bond Issuance	200,000		200,000	200,000		
55340		Orchard Run Lift Station	162,250		162,250	162,250		
<b>Subtotal Community Facilities District 2020-1</b>			<b>362,250</b>	-	<b>362,250</b>	<b>362,250</b>	-	-
<b>Total Capital Projects</b>			<b>3,793,132</b>	-	<b>3,793,132</b>	<b>3,703,132</b>	<b>90,000</b>	-

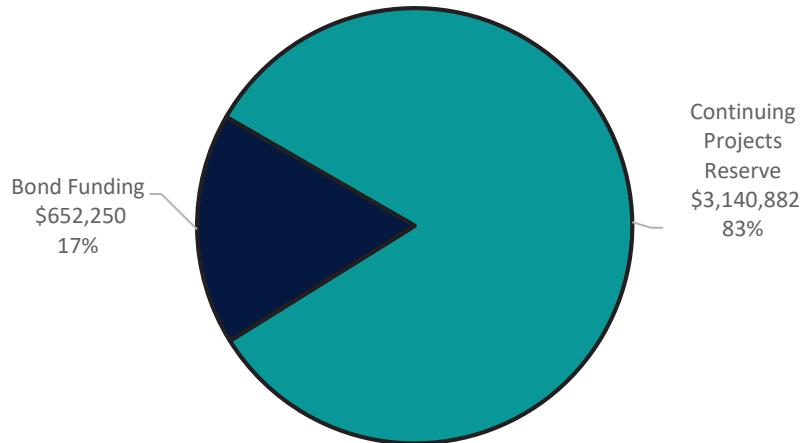


# Capital Outlay Source of Funding Woods Valley Ranch Expansion

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.
- **2024/2025 Annual Assessments and Special Taxes:** This refers to the current budget year 2024/2025 annual Fixed Charge Special Assessments for Assessment District No. 2012-1 and Special Taxes for CFD 2020-1 not allocated to debt service plus earnings not reserved for other purposes.
- **Bond Funding:** Limited Obligation Improvement Bonds (LOI Bonds) have been sold to fund a portion of the Assessment District 2012-1 capital requirements. Additional LOI 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
Indicates whether the project request is for a new item, a replacement, or a continuing project.	Replacement	A	CV010	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 Municipal Water District

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

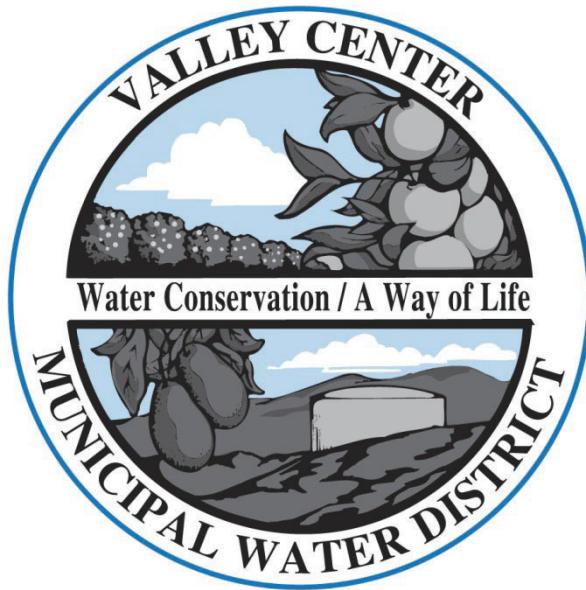
Fund	Department	Division
16	06	78

Acct. No.	Capital Project Request See Page	Description	Source of Funding			Total Approved Budget 2024-2025
			Continuing Projects Reserve	2024-2025 Annual Assessment and Special Taxes	Bond Funding	
<b>Phase II Expansion</b>						
561XX		WVR Wastewater Reclamation Facility	2,416,161			2,416,161
56120		Land	250,000			250,000
56160		WVR Ranch WRF Phase 2 Expansion	-			-
56170		WVGC Seasonal Storage	450,000			450,000
56260		GP Flow Meter Installation	24,721			24,721
			-			
<b>Subtotal Phase II Expansion</b>			<b>3,140,882</b>	-	-	<b>3,140,882</b>
<b>Assessment District 2012-1</b>						
56150		North Village Planning Collection System	-			-
56180		Bond Issuance Costs AD 2012-1	-			-
56310		Orchard Run Lift Station	-			-
56320		North Village Lift Station	-		290,000	290,000
			-			
<b>Subtotal Assessment District 2012-1</b>			<b>-</b>	-	<b>290,000</b>	<b>290,000</b>
<b>Community Facilities District 2020-1</b>						
55300		WVR WRF Phase 3 Planning	-			-
55330		Series 1 Bond Issuance	-		200,000	200,000
55340		Orchard Run Lift Station	-		162,250	162,250
			-			
<b>Subtotal Community Facilities District 2020-1</b>			<b>-</b>	-	<b>362,250</b>	<b>362,250</b>
<b>Total Capital Projects</b>			<b>3,140,882</b>	-	<b>652,250</b>	<b>3,793,132</b>



## Valley Center Municipal Water District

This page intentionally left blank



# Woods Valley Ranch Water Reclamation Facility



# Woods Valley Ranch Water Reclamation Facility

### Personnel Requirements (FTE's)

	Actual FY 2023-24	Budget FY 2023-24	Proposed FY 2024-25
Wastewater Systems Supervisor	0.4	0.4	0.4
Senior Wastewater System Technician	0.4	0.4	0.4
Wastewater Systems Technician III	0.4	1.2	1.2
Wastewater Systems Technician II	0.8	0.0	0.0
Wastewater Systems Technician I	0.9	0.9	1.1
<b>Total</b>	<b>2.9</b>	<b>2.9</b>	<b>3.1</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 275,000 gallon per day (gpd), Woods Valley Ranch Water Reclamation Facility (WVRWRF) and the South and North Village Low Pressure Sewer (LPS) Collection System. The LPS Collection System has numerous on-site private grinder pumps in the North and South Village Areas that are maintained by the wastewater division.

A gravity collection system provides service to the Woods Valley Ranch Subdivision directly to the treatment facilities influent lift station. The recently constructed Bear Peak and Park Circle Subdivisions are served by a gravity collection system and the recently completed Orchard Run Lift Station.

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 0.135 million gallons per day; while customer implementation of water conservation measures has reduced the average flow per connection the total influent flow rate has increased since last year due to additional connections from the new developments.

Funding for the operation and maintenance 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, and
- 2) Proceeds from the sale of reclaimed water to the golf course for irrigation.

Funding for the maintenance of the private grinder pumps comes from a Grinder Pump Maintenance Charge for those properties connected to the collection system with a grinder pump installation. This charge is also assessed on the property tax roll.



## Valley Center Municipal Water District

# Woods Valley Ranch Water Reclamation Facility

Fiscal Year 2023-2024 Recent Accomplishments & Performance Indicators	Performance Standard	Strategic Plan Goal*					
		Water Supply	Infrastructure	Finance	Technology	Energy	Compensation & Benefits
Staff assisted property owner participants with planning and installation of their grinder pump units for connection to the Low Pressure Sewer System.			✓				
Installed new process control sensors to help monitor the biological process, improve plant efficiencies and 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 Fiscal Year 2023-2024.			✓				
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		✓				
Updated the Commercial Waste Discharge Program pursuant to the recently updated Sanitary Sewer 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.					✓		
Completed construction of Orchard Run Lift Station and place facility on line	8, 9		ü				

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.	12	✓					
Operate and maintain the plant to be self-supporting without financial consideration from the General Fund.				✓			

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



# Woods Valley Ranch Water Reclamation Facility

Fiscal Year 2024-2025 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 of the new collection system and Orchard Run Lift Station within the Bear Peak, Orchard Run and Park Circle Development.			✓				
Implementation of the City Works Asset Management Software for better efficiency.						✓	
Complete Salt-Nutrient Management Plan.	12		✓				
Complete installation of Rapid Sludge Thickener resulting in reduced sludge hauling costs.	8, 9		✓	✓			
Ongoing development and implementation of improved operational strategies to reduce equipment run times and labor cost.							✓
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.						✓	
Complete repair of Aeration Air Piping.	8, 9		✓	✓			
Continue to monitor odor levels and prepare recommendations for improvements as necessary.	8, 9		✓	✓			



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Recap of Budget and Source of Financing July 1, 2023 to June 30, 2025

Fund
17

	Replacement Fund	Continuing Projects Fund	Grinder Pump Fund	Operating Fund	Total
<b>ACTUAL BALANCE JULY 1, 2023</b>	2,185,671	332,342	50,450	557,879	3,126,342
Add: Revenue 2023-2024					
Wastewater Service Charge	300,000			813,814	1,113,814
Wastewater Standby Fee	424,021				424,021
Grinder Pump Maintenance Charge			18,755		18,755
Reclaimed Water & Meter Charge				94,681	94,681
Interest	82,791				82,791
<b>Total Revenue</b>	<b>806,812</b>	<b>0</b>	<b>18,755</b>	<b>908,495</b>	<b>1,734,062</b>
LESS: Estimated Expenditures 2023-2024		(220,654)	(9,650)	(1,043,970)	(1,274,274)
Transfers	(960,723)	856,317		104,406	0
<b>Net Change</b>	<b>(153,911)</b>	<b>635,663</b>	<b>9,105</b>	<b>(31,069)</b>	<b>459,788</b>
<b>ESTIMATED BALANCE JUNE 30, 2024</b>	2,031,760	968,005	59,555	526,810	3,586,130
ADD: Revenue 2024-2025					
Wastewater Service Charge	300,000			883,200	1,183,200
Wastewater Standby Fee	414,975				414,975
Grinder Pump Maintenance Charge			19,400		19,400
Reclaimed Water & Meter Charge				108,800	108,800
Interest	103,869			37,313	141,182
<b>Total Revenue</b>	<b>818,844</b>	<b>0</b>	<b>19,400</b>	<b>1,029,313</b>	<b>1,867,557</b>
LESS: Proposed Expenditures 2024-2025		(27,000)	(19,000)	(1,332,849)	(1,378,849)
Expenditures of Continuing Projects		(968,005)			(968,005)
Interim Loan 2025 to Moosa	(895,500)				(895,500)
Transfers	(479,652)	27,000		452,652	0
<b>Net Change</b>	<b>(556,308)</b>	<b>(968,005)</b>	<b>400</b>	<b>149,115</b>	<b>(1,374,798)</b>
<b>ESTIMATED BALANCE JUNE 30, 2025</b>	<b>1,475,453</b>	<b>0</b>	<b>59,955</b>	<b>675,925</b>	<b>2,211,333</b>

GENERAL INFORMATION:	2022-2023	2023-2024		2024-2025
	Actual	Budget	Estimated Actual	Budget
<b>Total Wastewater Units Billed:</b>	917	930	973	1,000
<b>Monthly Rates:</b>				
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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
81-41001	Wastewater Service Charge	879,663	1,100,376	1,113,814	1,183,200
81-41003	Wastewater Capacity Reservation Fee	550	550	550	550
81-41005	Sewer Standby Fee (SA-2)	572,022	407,058	423,471	414,425
81-41014	Grinder Pump Maintenance (SA-2)	16,401	18,700	18,755	19,400
81-44001	Reclaimed Water Meter Charge	2,267	2,352	2,352	2,400
81-44100	Reclaimed Water	85,285	155,000	92,329	106,400
84-41000	Interest - Operating & Replace. Res.	78,263	55,659	82,791	103,869
84-41021	Interest - Interim Loan 2025 to Moosa	0	0	0	37,313
86-43300	Service Availability Charge	0	0	0	0
89-42000	Contributions In Kind	324,781	0	0	0
87-44500	Other Income	0	0	0	0
<b>Total</b>		<b>1,959,232</b>	<b>1,739,695</b>	<b>1,734,062</b>	<b>1,867,557</b>



## Valley Center Municipal Water District

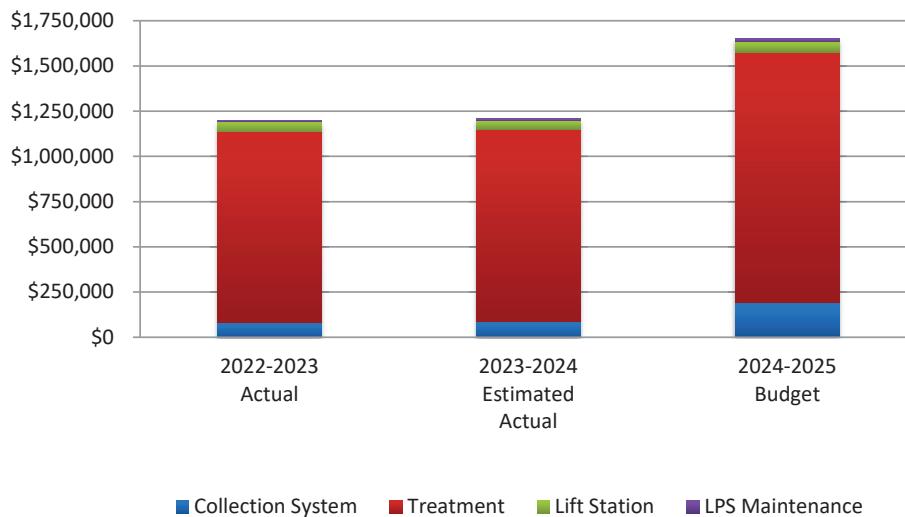
### Woods Valley Ranch Wastewater Treatment

#### Department Summary by Division

Fund	Department
17	03

Division No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
30	Collection System	79,733	138,900	85,850	192,200
31	Treatment	1,055,690	1,074,047	1,065,110	1,384,449
36	Lift Station	59,546	38,500	47,100	56,200
39	LPS Maintenance	1,350	18,400	9,650	19,000
78	Capital Projects	125,310	824,300	220,654	27,000
<b>TOTAL WOODS VALLEY RANCH</b>		<b>1,321,629</b>	<b>2,094,147</b>	<b>1,428,364</b>	<b>1,678,849</b>

#### Division Expenses





## 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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	60,804	122,900	65,800	174,700
50003	Overtime	1,963	1,500	1,450	1,500
50025	Outside Professional Services	3,954	4,500	4,500	4,500
50030	Special Department Expenses	4,321	1,500	2,000	2,000
50038	Regulatory Permits & Fees	4,157	3,500	4,300	4,500
50452	Maintenance of Facilities	4,534	5,000	7,800	5,000
<b>Total</b>		<b>79,733</b>	<b>138,900</b>	<b>85,850</b>	<b>192,200</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Collection System

#### Division Detail

Fund	Department	Division	Total Budget Request
17	03	30	\$192,200

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	174,700
	Full Time Equivalents	1.02
50003	Overtime	1,500
50025	Outside Professional Services	4,500
50030	Special Department Expenses	2,000
50038	Regulatory Permit & Fees	4,500
50452	Maintenance of Facilities including collection system	5,000
	Pump Rebuilds	2,500
	Replacement Pump(s)	2,500



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Treatment

#### Division Summary by Expense Category

Fund	Department	Division
17	03	31

Account No.	Description	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	394,248	471,600	352,300	422,700
50003	Overtime	12,037	12,000	14,500	14,000
50025	Outside Professional Services	107,976	65,000	115,500	135,000
50030	Special Department Expenses	193	1,600	1,600	1,600
50032	Telephone	276	300	300	300
50038	Regulatory Permits & Fees	25,755	28,000	27,525	28,000
50040	Rents & Leases	0	250	250	250
50042	Insurance	24,501	19,100	21,100	23,470
50045	Electricity	88,090	65,000	114,723	132,000
50048	Diesel	0	300	300	300
50049	Water	904	1,500	950	1,500
50324	Chemicals	34,490	30,000	40,500	42,000
50451	Maintenance of Vehicles	936	1,200	1,200	1,200
50452	Maintenance of Facilities	34,476	25,000	23,500	25,000
50459	Software Technical Support	4,335	3,900	1,565	3,900
50082	Administrative Overhead	167,067	195,207	195,207	253,229
50085	Capital Planning	6,316	0	0	0
<b>Total Treatment Operations</b>		<b>901,600</b>	<b>919,957</b>	<b>911,020</b>	<b>1,084,449</b>
50078	Contribution to Replacement Reserve	154,090	154,090	154,090	300,000
<b>Total</b>		<b>1,055,690</b>	<b>1,074,047</b>	<b>1,065,110</b>	<b>1,384,449</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Treatment

#### Division Detail

Fund	Department	Division	Total Budget Request
17	03	31	\$1,384,449

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	422,700
	Full Time Equivalents	2.31
50003	Overtime	14,000
50025	Outside Professional Services	135,000
	Pumper Trucks - Haul waste	52,000
	Laboratory Testing Services	40,000
	Courier Service	24,500
	Sewer Cleaning	4,000
	SCADA Maintenance	1,000
	Generator Load Testing	2,000
	Wonderware Service Support	2,000
	Confined Space Standby	6,500
	Property Clearing	3,000
50030	Special Department Expenses	1,600
	Tools	800
	Equipment	800
50032	Telephone	300
50038	Regulatory Permits & Fees	28,000
50040	Rents & Leases	250
50042	Insurance	23,470
50045	Electricity	132,000
50048	Diesel	300
50049	Water	1,500
50324	Chemicals	42,000
50451	Maintenance of Vehicles	1,200
50452	Maintenance of Facilities	25,000
	Motor & Pump Repairs	9,500
	Safety Material	3,000
	Misc Material/Equipment	9,000
	Gate Upgrades	3,500
50459	Software Technical Support	3,900
50078	Contribution to Capital Replacement Reserve	300,000
50082	Administrative Overhead	253,229



## 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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	26,823	12,000	22,700	26,200
50003	Overtime	7,731	3,000	1,700	3,000
50025	Outside Professional Services	2,871	2,000	2,000	4,500
50030	Special Department Expenses	3,107	2,500	2,500	2,500
50045	Electricity	16,264	15,000	14,200	16,000
50324	Chemicals	1,983	2,500	2,500	2,500
50452	Maintenance of Facilities	767	1,500	1,500	1,500
<b>Total</b>		<b>59,546</b>	<b>38,500</b>	<b>47,100</b>	<b>56,200</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater Lift Station

#### Division Detail

Fund	Department	Division	Total Budget Request
17	03	36	\$56,200

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	26,200
	Full Time Equivalents	0.15
50003	Overtime	3,000
50025	Outside Professional Services	4,500
	Property Clearing	2,500
	Pumper Trucks-Haul Waste	2,000
50030	Special Department Expenses	2,500
50045	Electricity	16,000
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	2022-2023	2023-2024		2024-2025
		Actual	Budget	Estimated Actual	Budget
50001	Labor & Benefits - Regular	584	8,900	2,300	9,500
50003	Overtime	766	500	350	500
50025	Outside Professional Services	0	1,000	0	1,000
50030	Special Department Expenses	0	500	500	500
50451	Maintenance of Vehicles	0	500	0	500
50452	Maintenance of Facilities	0	7,000	6,500	7,000
<b>Total</b>		<b>1,350</b>	<b>18,400</b>	<b>9,650</b>	<b>19,000</b>



## Valley Center Municipal Water District

### Woods Valley Ranch Wastewater LPS Maintenance

#### Division Detail

Fund	Department	Division	Total Budget Request
17	03	39	\$19,000

Account No.	Detail and Justification	Budget Request
50001	Labor & Benefits - Regular	9,500
	Full Time Equivalents	0.05
50003	Overtime	500
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

This page intentionally left blank



# 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 2023-2024	Total	Total	Recaptured or	Estimated	New Appropriation 2024-2025	Total Approved Budget 2024-2025
				Approved Budget 2023-2024	Estimated Expenditures 2023-2024	Not Carried Forward to 2024-2025	Budget Carried Forward to 2024-2025		
57030		Wastewater O&M Manual Development		81,117	-		81,117		81,117
57100		Upgrade Process Control Sensors	32,000	31,790	(210)	-			-
57370		Vehicles (50/50 Funding Moosa/WVR)	(3,398)	21,650	20,877	(773)	-		-
57372		Service Truck (50/50 Funding Moosa/WVR)	7,000	55,898	53,231		2,667		2,667
57510		HMI Upgrade		24,553	-		24,553		24,553
57880		Wastewater Permit Requirements	(6,300)	121,650	34,320		87,330		87,330
57270		Aeration Piping Evaluation		24,776	9,776		15,000		15,000
57280		Rapid Thickener		750,000	20,000		730,000		730,000
57290		Odor Scrubber Media and Blower		28,500	-		28,500		28,500
57300		Back-up Aeration Blower/Compressor and Motor	3,398	17,198	17,198	-			-
57310	13-13	Replacement Screening Auger	26,000	26,000	27,162	(1,162)		27,000	25,838
57790		System Modeling and Asset Management Software	6,300	6,300	6,300	-			-
<b>Total Capital Projects</b>			<b>33,000</b>	<b>1,189,642</b>	<b>220,654</b>	<b>(983)</b>	<b>968,005</b>	<b>27,000</b>	<b>995,005</b>



## Valley Center Municipal Water District

# Capital Outlay Budget Summary Woods Valley Ranch Wastewater Treatment

Fund	Department	Division
17	06	78

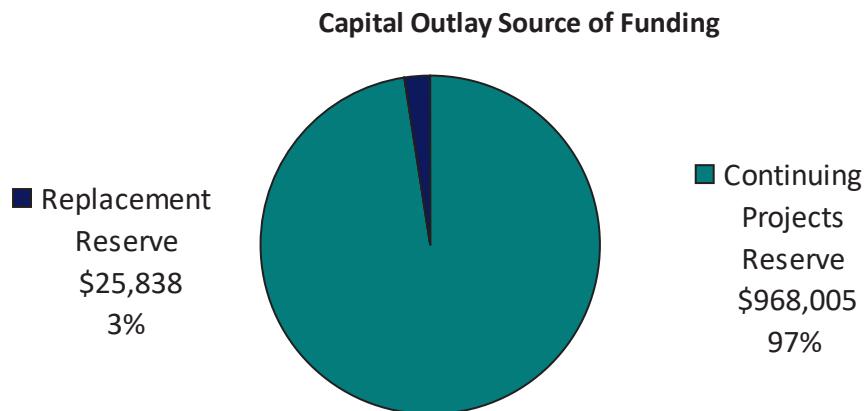
Acct. No.	Capital Project Request See Page	Description	Estimated Budget Carried Forward to 2024-2025	New Appropriation 2024-2025	Total Approved Budget 2024-2025	Estimated Actual Expenditures 2024-2025	Estimated Actual Expenditures 2025-2026	Estimated Project Balance after 2 years
57030		Wastewater O&M Manual Development	81,117		81,117	75,000		6,117
57100		Upgrade Process Control Sensors	-		-			
57370		Vehicles (50/50 Funding Moosa/WVR)	-		-			
57372		Service Truck (50/50 Funding Moosa/WVR)	2,667		2,667	2,667		
57510		HMI Upgrade	24,553		24,553	24,553		
57880		Wastewater Permit Requirements	87,330		87,330	87,330		
57270		Aeration Piping Evaluation	15,000		15,000	15,000		
57280		Rapid Thickener	730,000		730,000	400,000	330,000	
57290		Odor Scrubber Media and Blower	28,500		28,500	28,500		
57300		Back-up Aeration Blower/Compressor and Motor	-		-			
57310	13-13	Replacement Screening Auger	(1,162)	27,000	25,838	25,838		
57790		System Modeling and Asset Management Software	-		-			
<b>Total Capital Projects</b>			<b>968,005</b>	<b>27,000</b>	<b>995,005</b>	<b>658,888</b>	<b>336,117</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 the 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 \$300,000 annual depreciation plus earning not reserved for other purposes.



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	Type	Master Plan Priority	Project ID	Source of Funding	Strategic Plan Standard	Goal
Indicates whether the project request is for a new item, a replacement, or a continuing project.	Replacement	A	CV010	2024/2025 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 2024-2025
			Continuing Projects Reserve	Replacement Reserve	2024-2025 Local Funds	
57030		Wastewater O&M Manual Development	81,117			81,117
57100		Upgrade Process Control Sensors	-			-
57370		Vehicles (50/50 Funding Moosa/WVR)	-			-
57372		Service Truck (50/50 Funding Moosa/WVR)	2,667			2,667
57510		HMI Upgrade	24,553			24,553
57880		Wastewater Permit Requirements	87,330			87,330
57270		Aeration Piping Evaluation	15,000			15,000
57280		Rapid Thickener	730,000			730,000
57290		Odor Scrubber Media and Blower	28,500			28,500
57300		Back-up Aeration Blower/Compressor and Motor	-			-
57310	13-13	Replacement Screening Auger	-	25,838		25,838
57790		System Modeling and Asset Management Software	-			-
<b>Total Capital Projects</b>			<b>969,167</b>	<b>25,838</b>	<b>-</b>	<b>995,005</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

17-06-78-57310

DEPARTMENT:

Woods Valley

### CAPITAL PROJECT REQUEST

#### Replacement Screening Auger

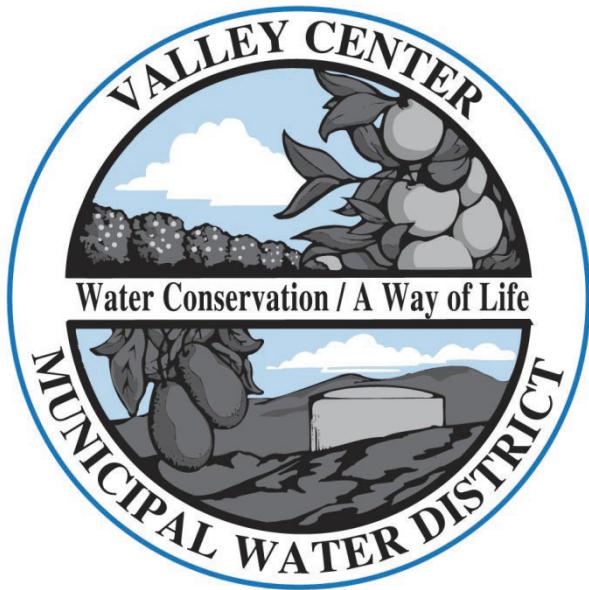
Replacement Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority N/A	Project ID N/A		Standard N/A	Goal N/A

#### PROJECT DESCRIPTION:

New back-up replacement auger for the Woods Valley Reclamation Facilities screenings system. The new auger will serve as a direct replacement to the screening unit in case of excessive wear or failure of the existing auger. It will also allow for short down times during maintenance and rebuilds. This auger is an important piece of equipment which sits at the headworks of the plant and protects downstream treatment equipment from being damaged or destroyed by inorganic debris.

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

Project Budget	Prior				Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	<u>2024-2025</u>	Total Budget	Future Budget Allocation			
Auger Screw Contingency	26,000	27,162	(1,162)	<b>24,000</b> 3,000	22,838		22,838	50,000	
					3,000		3,000	3,000	3,000
<b>Total Project</b>	<b>26,000</b>	<b>27,162</b>	<b>(1,162)</b>	<b>27,000</b>	<b>25,838</b>	<b>0</b>	<b>25,838</b>	<b>53,000</b>	



# Appendix



# Appendix Glossary

**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.

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

**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.

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

**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.

**CalPERS** - See PERS.

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

**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.



# Appendix Glossary

**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.

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

**Interim Agricultural Water Program (IAWP)** - 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.

**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.



# Appendix Budget Policies

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).



# Appendix Budget Policies

### 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
  - (4) Lower Moosa Canyon Water Reclamation Facility Low Pressure Sewer System

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 Reserves: Capacity charges shall be credited to the capacity charges reserve in accordance with state statute to provide funding for future capital projects identified in the facility master plan. This reserve shall earn interest in accordance with state statute.
  - i. The "Buy-In" component of the water capacity charge shall be credited to the Capacity Charges 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.
  - ii. The "Incremental" component of capacity charges shall be credited to the Capacity Charges Reserve in accordance with Board approved allocations for Specific Benefit Area (SBA). Projects.
- 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.



## 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: <ul style="list-style-type: none"><li>◦ Lower Moosa Canyon WRF</li><li>◦ Woods Valley Ranch WRF</li><li>◦ Low Pressure Sewer System</li></ul>	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

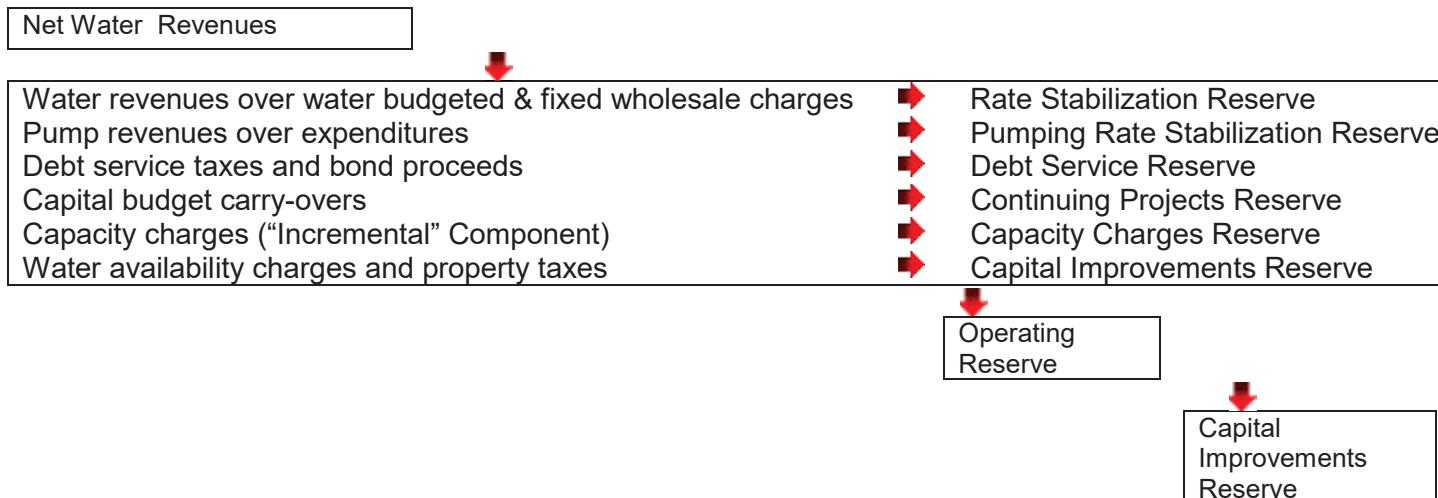


# Appendix Budget Policies

Reserve	Source	Use	Minimum	Maximum	Index
<u>Capital Reserves:</u>					
Continuing Projects	Unexpended appropriations for capital projects carried forward	Budgeted capital projects	None	Unexpended appropriations	No
Capacity Charges	“Buy-In” Component	Future capital projects	None	Projects outlined in Master Plan	Interest
	“Incremental” Component for SBA			Authorized SBA Total Reimbursement Amount	
Capital Improvements	Availability charges not allocated to RTS and debt service, property taxes, and 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:





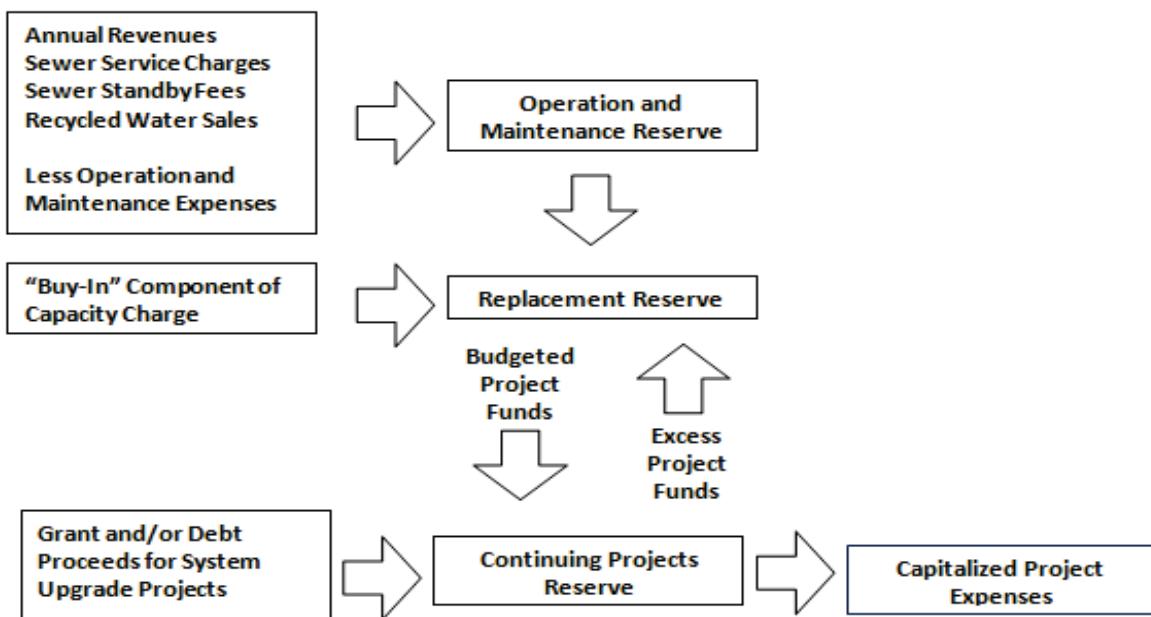
# Appendix Budget Policies

### Wastewater System Reserves

#### **Debt Service Funds:**



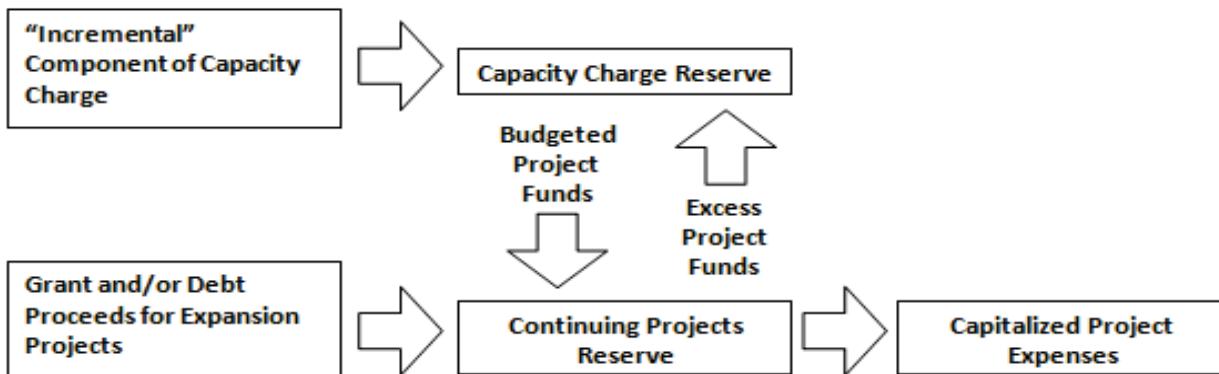
#### **O&M, Replacement and System Upgrade Funds:**





# Appendix Budget Policies

### 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.

(h) Authority for Budget Transfers. The General Manager is authorized to transfer up to \$35,000 between the budget accounts without prior Board approval. Transfers above that amount must have prior Board approval.



## General Fund

## Appendix Five-Year History

	ACTUALS			Estimated	Budget
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
<b>REVENUES:</b>					
Water Sales (Acre Feet)	17,683	16,207	13,021	11,500	13,000
<b>General Fund:</b>					
Operating Revenues:					
Water Sales (including pumping)	35,774,585	34,288,811	28,487,027	25,421,000	34,453,000
Meter Service Charges	6,770,687	7,187,858	7,861,835	8,285,000	8,990,000
New Connection Sales	365,321	933,816	984,220	462,400	346,950
Other Revenue	2,641,495	1,438,443	1,119,980	1,128,100	1,136,136
Investment Income (Loss)	221,431	(796,276)	1,498,278	1,231,000	2,050,000
Total Operating Revenue	45,773,519	43,052,652	39,951,340	36,527,500	46,976,086
Debt Service Revenues - Water Availability Charges	52,801	50,731	52,544	50,493	47,712
Capital Project Revenues:					
Capital Contributions	745,190	1,757,739	1,939,697	415,582	276,000
Property Taxes	2,639,579	2,766,900	3,153,256	3,485,600	3,529,000
Water Availability Charges	520,316	522,523	517,662	513,507	517,288
Total Capital Project Revenue	3,905,085	5,047,162	5,610,615	4,414,689	4,322,288
<b>Total Budgeted Revenues</b>	<b>49,731,405</b>	<b>48,150,545</b>	<b>45,614,499</b>	<b>40,992,682</b>	<b>51,346,086</b>
<b>EXPENDITURES:</b>					
Water Purchases (Acre Feet)	18,862	17,131	13,458	12,230	13,830
<b>General Fund:</b>					
Operating Expenses:					
General Administration	714,370	900,151	826,386	892,037	960,757
Information Technology	939,077	1,040,379	1,025,035	1,085,852	1,114,337
Finance	2,388,894	1,046,024	6,347,337	2,595,082	2,854,111
Engineering	2,816,173	2,287,312	2,068,969	2,260,340	2,107,463
Field Operation	7,266,845	7,042,571	7,784,666	7,973,312	8,459,109
Source of Supply	30,387,380	29,725,263	26,187,377	26,446,325	31,439,942
Total Operating Expenses	44,512,739	42,041,700	44,239,770	41,252,948	46,935,719
Debt Service - Interest Expense	52,801	50,731	52,544	50,493	47,712
Depreciation	2,907,955	3,061,779	3,241,580	3,300,000	3,359,000
<b>Total General Fund Expenditures</b>	<b>47,473,495</b>	<b>45,154,210</b>	<b>47,533,894</b>	<b>44,603,441</b>	<b>50,342,431</b>
<b>NET REVENUE before Capital Project Appropriations</b>	<b>2,257,910</b>	<b>2,996,335</b>	<b>(1,919,395)</b>	<b>(3,610,759)</b>	<b>1,003,655</b>
<b>FUNDING FROM (TO) RESERVES</b>					
Beginning Fund Balance	(1,127,250)	(1,898,434)	6,088,552	(2,199,999)	4,981,965
<b>Ending Fund Balance</b>	<b>20,913,159</b>	<b>22,011,060</b>	<b>14,003,113</b>	<b>12,592,353</b>	<b>8,614,043</b>

NOTE: This projection is for information only based on assumptions about costs and does not adopt policy or budgetary authority.



## General Fund

## Appendix Five-Year Forecast

	PROJECTED				
	2025-2026	2026-2027	2027-2028	2028-2029	2029-30
<b>REVENUES:</b>					
Water Sales (Acre Feet)	12,500	12,000	11,500	11,000	10,500
<b>General Fund:</b>					
Operating Revenues:					
Water Sales (including pumping)	35,195,065	35,898,966	36,557,114	37,161,101	37,701,626
Meter Service Charges	9,403,540	9,836,103	10,288,564	10,761,837	11,256,882
New Connection Sales	350,420	175,210	183,970	193,169	202,827
Other Revenue	1,164,539	1,193,653	1,223,494	1,254,082	1,285,434
Investment Income (Loss)	2,070,500	2,091,205	2,112,117	2,133,238	2,154,571
Total Operating Revenue	48,184,064	49,195,136	50,365,259	51,503,427	52,601,339
Debt Service Revenues - Water Availability Charges	43,373	40,529	37,639	34,702	31,720
Capital Project Revenues:					
Capital Contributions	69,000	34,500	36,225	38,036	39,938
Property Taxes	3,599,580	3,707,567	3,818,794	3,933,358	4,051,359
Water Availability Charges	529,627	532,471	535,361	538,298	541,280
Total Capital Project Revenue	4,198,207	4,274,538	4,390,380	4,509,693	4,632,577
<b>Total Budgeted Revenues</b>	<b>52,425,644</b>	<b>53,510,204</b>	<b>54,793,278</b>	<b>56,047,821</b>	<b>57,265,636</b>
<b>EXPENDITURES:</b>					
Water Purchases (Acre Feet)	13,300	12,765	12,234	11,700	11,170
<b>General Fund:</b>					
Operating Expenses:					
General Administration	984,776	1,014,319	1,044,749	1,076,091	1,108,374
Information Technology	1,147,767	1,182,200	1,217,666	1,254,196	1,291,822
Finance	2,954,005	3,057,395	3,164,404	3,275,158	3,389,789
Engineering	2,181,224	2,246,661	2,314,061	2,383,483	2,454,987
Field Operation	8,712,882	8,974,269	9,243,497	9,520,802	9,806,426
Source of Supply	32,117,110	32,458,576	33,053,650	33,599,753	34,088,477
Total Operating Expenses	48,097,764	48,933,420	50,038,026	51,109,483	52,139,874
Debt Service - Interest Expense	43,373	40,529	37,639	34,702	31,720
Depreciation	3,459,770	3,563,563	3,670,470	3,780,584	3,894,002
<b>Total General Fund Expenditures</b>	<b>51,600,907</b>	<b>52,537,512</b>	<b>53,746,135</b>	<b>54,924,769</b>	<b>56,065,596</b>
<b>NET REVENUE before Capital Project Appropriations</b>	<b>824,736</b>	<b>972,692</b>	<b>1,047,143</b>	<b>1,123,052</b>	<b>1,200,040</b>
<b>FUNDING FROM (TO) RESERVES</b>					
Beginning Fund Balance	8,614,043	9,438,779	9,438,779	9,438,779	9,438,779
<b>Ending Fund Balance</b>	<b>9,438,779</b>	<b>9,438,779</b>	<b>9,438,779</b>	<b>9,438,779</b>	<b>9,438,779</b>

NOTE: This projection is for information only based on assumption



## Appendix Five-Year History - Wastewater

	ACTUAL FY 20/21	ACTUAL FY 21/22	ACTUAL FY 22/23	ESTIMATED FY 23/24	BUDGET FY 24/25
--	--------------------	--------------------	--------------------	-----------------------	--------------------

### Moosa Wastewater Treatment Fund

<b>Revenues</b>	\$ 1,771,535	\$ 1,902,567	\$ 1,942,650	\$ 2,110,242	\$ 2,466,190
<b>Budget Requirement</b>					
Operating/Treatment					
	\$ 1,139,112	\$ 1,243,586	\$ 1,324,899	\$ 1,239,999	\$ 1,255,708
Collection System/West	\$ 298,221	\$ 314,844	\$ 304,595	\$ 305,258	\$ 304,650
Lift Station	\$ -	\$ -	\$ -	\$ -	\$ 78,100
LPS Maintenance	\$ 49,666	\$ 66,515	\$ 56,723	\$ 73,950	\$ 76,000
Debt Service - Interest	\$ -	\$ -	\$ -	\$ 12,375	\$ 84,551
<b>Total Operating Budget Requirement</b>	<b>\$ 1,486,999</b>	<b>\$ 1,624,945</b>	<b>\$ 1,686,217</b>	<b>\$ 1,631,582</b>	<b>\$ 1,799,009</b>
<b>Net Operating Revenues</b>	<b>\$ 284,536</b>	<b>\$ 277,622</b>	<b>\$ 256,433</b>	<b>\$ 478,660</b>	<b>\$ 667,181</b>

### Woods Valley Ranch Wastewater Treatment Fund

<b>Revenues</b>	\$ 2,733,515	\$ 3,682,791	\$ 3,434,827	\$ 3,354,163	\$ 3,488,639
<b>Budget Requirement</b>					
Operating/Collection & Treatment					
	\$ 801,981	\$ 999,761	\$ 1,135,423	\$ 1,150,960	\$ 1,576,649
Lift Station	\$ 11,661	\$ 32,853	\$ 59,546	\$ 47,100	\$ 56,200
LPS Maintenance	\$ -	\$ 2,089	\$ 1,350	\$ 9,650	\$ 19,000
AD 2012-1 Administration	\$ 31,371	\$ 42,406	\$ 31,573	\$ 46,000	\$ 50,000
CFD 2020-1 Administration	\$ 7,890	\$ 28,307	\$ 20,341	\$ 28,500	\$ 30,000
Debt Service - Interest Expense	\$ 462,194	\$ 438,957	\$ 414,681	\$ 404,988	\$ 379,974
<b>Total Budget Requirement</b>	<b>\$ 1,315,097</b>	<b>\$ 1,544,373</b>	<b>\$ 1,662,914</b>	<b>\$ 1,687,198</b>	<b>\$ 2,111,823</b>
<b>Net Operating Revenues</b>	<b>\$ 1,418,418</b>	<b>\$ 2,138,418</b>	<b>\$ 1,771,913</b>	<b>\$ 1,666,965</b>	<b>\$ 1,376,816</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 25/26	FY 26/27	PROJECTED FY 27/28	FY 28/29	FY 29/30
<b>Moosa Wastewater Treatment Fund</b>					
<b>Revenues</b>	\$ 2,515,500	\$ 2,565,800	\$ 2,617,100	\$ 2,669,400	\$ 2,722,800
<b>Budget Requirement</b>					
Operating/Treatment	\$ 1,280,800	\$ 1,306,400	\$ 1,332,500	\$ 1,359,200	\$ 1,386,400
Collection System/West	\$ 310,700	\$ 316,900	\$ 323,200	\$ 329,700	\$ 336,300
Lift Station	\$ 79,700	\$ 81,300	\$ 82,900	\$ 84,600	\$ 86,300
LPS Maintenance	\$ 77,500	\$ 79,100	\$ 80,700	\$ 82,300	\$ 83,900
Debt Service - Interest	\$ 86,200	\$ 87,900	\$ 89,700	\$ 91,500	\$ 93,300
<b>Total Operating Budget Requirement</b>	<b>\$ 1,834,900</b>	<b>\$ 1,871,600</b>	<b>\$ 1,909,000</b>	<b>\$ 1,947,300</b>	<b>\$ 1,986,200</b>
<b>Net Operating Revenues</b>	<b>\$ 680,600</b>	<b>\$ 694,200</b>	<b>\$ 708,100</b>	<b>\$ 722,100</b>	<b>\$ 736,600</b>
<b>Woods Valley Ranch Wastewater Treatment Fund</b>					
<b>Revenues</b>	\$ 3,532,200	\$ 3,576,400	\$ 3,621,100	\$ 3,666,400	\$ 3,712,200
<b>Budget Requirement</b>					
Operating/Collection & Treatment	\$ 1,608,200	\$ 1,640,400	\$ 1,673,200	\$ 1,706,700	\$ 1,740,800
Lift Station	\$ 57,300	\$ 58,400	\$ 59,600	\$ 60,800	\$ 62,000
LPS Maintenance	\$ 19,400	\$ 19,800	\$ 20,200	\$ 20,600	\$ 21,000
AD 2012-1 Administration	\$ 51,000	\$ 52,000	\$ 53,000	\$ 54,100	\$ 55,200
CFD 2020-1 Administration	\$ 30,600	\$ 31,200	\$ 31,800	\$ 32,400	\$ 33,000
Debt Service - Interest Expense	\$ 379,974	\$ 354,401	\$ 328,266	\$ 301,555	\$ 274,257
<b>Total Budget Requirement</b>	<b>\$ 2,146,474</b>	<b>\$ 2,156,201</b>	<b>\$ 2,166,066</b>	<b>\$ 2,176,155</b>	<b>\$ 2,186,257</b>
<b>Net Operating Revenues</b>	<b>\$ 1,385,726</b>	<b>\$ 1,420,199</b>	<b>\$ 1,455,034</b>	<b>\$ 1,490,245</b>	<b>\$ 1,525,943</b>

NOTE: This projection is for information only based on assumptions about costs and does not adopt policy or budgetary authority.



# Appendix D Community History

## Valley Center has grown with its water district<sup>1</sup>

Making the desert bloom. That's what our local water district has accomplished in the nearly 70 years of its existence.

Although settlers first came to Valley Center in the 1860s, the town's population stayed at just a few hundred people throughout the first part of the 20th Century. On the eve of the formation of the district, the population was about 900, according to the Valley Center History Museum. But in 1954 the voters of the community voted overwhelmingly to create the Valley Center Municipal Water District (VCMWD). From then on, the town has grown with the water district, which made it possible to grow to the population it is today, around 22,000 (VCMWD's total service area population is 29,700.)



San Diego leaders of the time celebrating the completion of the First Aqueduct.

What made that all possible was the creation of the San Diego County Water Authority (SDCWA) in 1944 and the completion of the 1st San Diego Aqueduct in the later 1940s. The Aqueduct's purpose was to bring water from the Colorado River to San Diego County, from the Metropolitan Water District of Southern California (the "Met") to provide something more than the area's limited groundwater and streams that flowed during rainy seasons like we have had this year, but otherwise not so much.

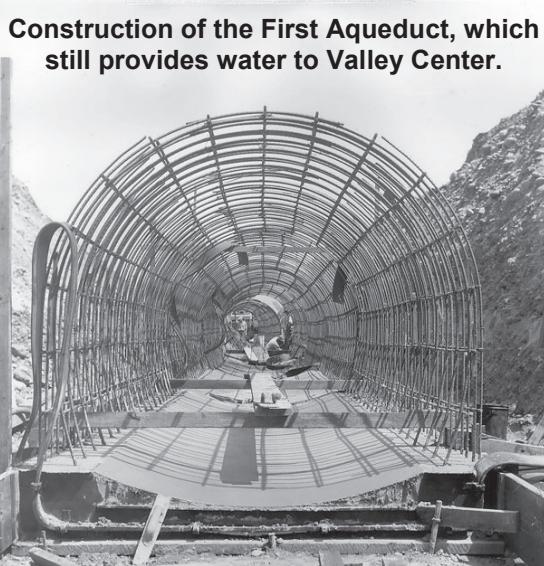
However, communities like Valley Center couldn't just tap into the Aqueduct. It had to vote to form a municipal water district, join SDCWA and pass bonds to build and operate a public water system. The water was waiting, but as someone has written: "It was there but it was up to dedicated individuals with vision and initiative to lead their communities to taking on the physical, political and financial challenges to secure the benefits of an imported water supply."

The election to form the water district was held June 21, 1954. It was officially annexed to the San Diego County Water Authority (SDCWA) and Metropolitan Water District of Southern California on May 9, 1955, thereby securing access to a then ample and reliable source of imported water to serve the community's growing agricultural industry.

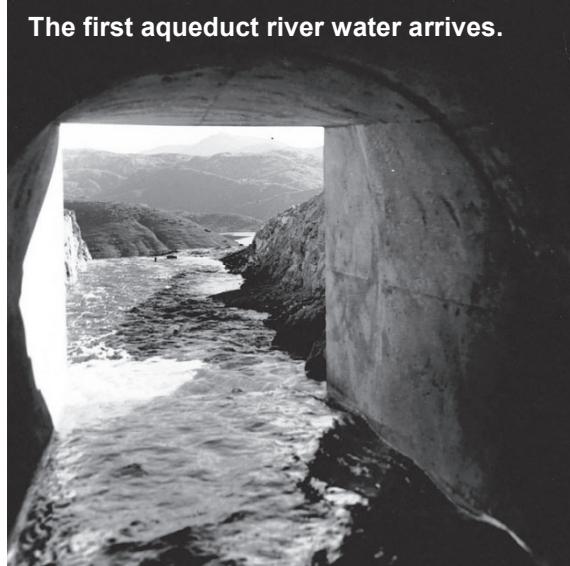
<sup>1</sup> Ross, D. (2023) Valley Center has grown with its water district. Valley Roadrunner, 19 Jul. Available at: [https://www.valleycenter.com/2023/07/19/?post\\_type=oht\\_article](https://www.valleycenter.com/2023/07/19/?post_type=oht_article) [Accessed 31 May 2024].



# Appendix D Community History



**Construction of the First Aqueduct, which still provides water to Valley Center.**



**The first aqueduct river water arrives.**

In 1955, the new district set to the task of planning, funding and then building the facilities needed to connect to the aqueducts and deliver water. Approved by the Board of Directors in 1955, the district's first Water System Master Plan called for the construction of three connections to the San Diego County Water Authority's First Aqueduct, 47 miles of the backbone distribution system (6" to 18" diameter pipe), five pumping stations, and three reservoirs totaling 3.0 million gallons of water storage.

Once the Master Plan was approved, the next step was to secure the funding for construction. That required a bond, and bond funding to build a water system from scratch in a sparsely populated rural community with low assessed land values needed permission from the federal government. It also needed landowners willing to take on heavy tax rates. That took people with both vision in the future and faith. In 1956, by a vote of four to one, the voters approved of \$1.6 million in General Obligation bonds secured by property tax payments from lands having \$2.9 million in assessed valuation for the entire 56,224-acre service area.

In the 1950s the needs of agricultural growth drove the creation of the water system to deliver the affordable and reliable imported water from the Colorado River. In the 1960s it became clear that the first water facilities built at the birth of the district could not keep up with demand.

Once again, the landowners indebted themselves, this time with a \$1.75 million general obligation bond issued in 1964 and a \$2.8 million bond issued in 1966.

During the same time the district purchased and absorbed several small private water companies and formed several improvement districts, designated as "U" Districts. They were

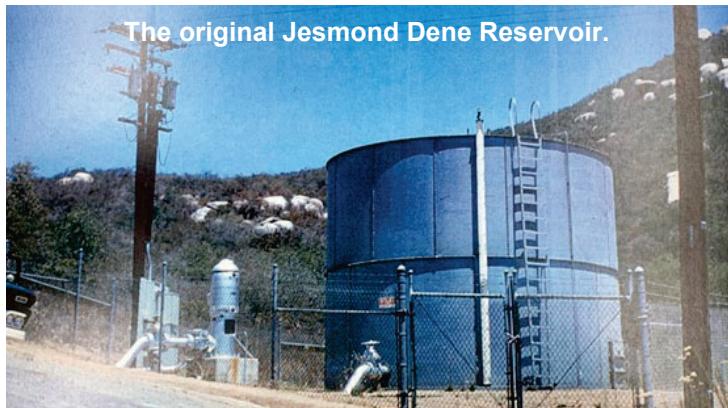


# Appendix D Community History

used to fund additional landowner approved debt to finance construction of additional water distribution and storage systems fed by the general obligation bond funded backbone system.

The 1960s were a period of great growth of agricultural in Valley Center, a phenomenon that continued through the 1970s and into the 1980s, when agriculture water used accounted for about 85% of water use in the district. During that time VCMWD took advantage of low interest rate loan programs from both the state and federal governments. It borrowed from the Federal Bureau of Reclamation 984 Program and the California Safe Drinking Water Act to expand pipeline and pumping station capacities and add more storage including the 1,600 Lake Turner Dam and Reservoir.

Since the 1950s there have been three GO bond issues, the formation of 12 water system improvement areas, and several federal grants and loans, and contributions from private developers. VCMWD's water system has grown to include 302 miles of pipe, seven aqueduct connections, 29 pumping stations, 113 pumps, and 41 covered reservoirs with 137 million gallons of water storage.



The original Jesmond Dene Reservoir.

### Wastewater Projects

When the district was founded, few would have predicted that someday it would build wastewater treatment systems and water reclamation plants and sell the treated water to customers such as a golf course. This was mainly the result of local soils to absorb domestic waste such as in septic systems—which are only appropriate for a rural, sparsely populated area.

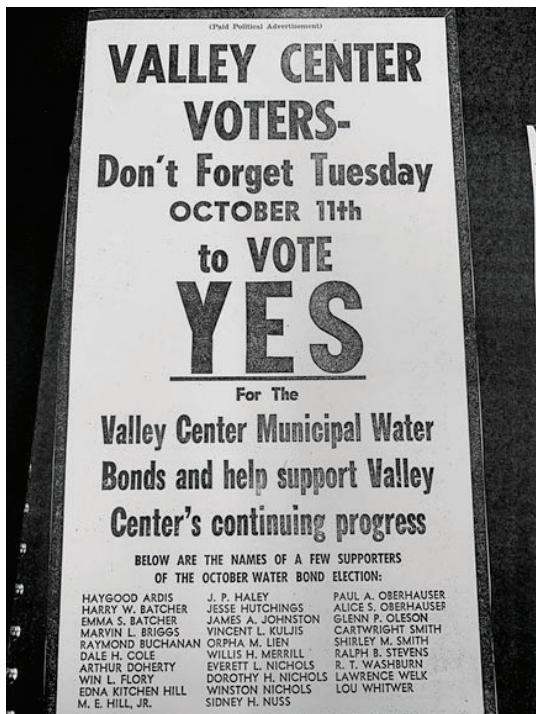
The first part of the district to require this service was in the higher density residential and commercial development on the western edge of the District in the late 1960's. This required wastewater treatment and disposal facilities —although initially on a small-scale treatment and disposal operation to serve the small Hidden Meadows, Welk's Village and Circle R.

However, it was always anticipated that there would be more development along the then Old Highway 395 Corridor—Note: this was before the construction of Interstate 15 began.

To meet these needs VCMWD sought grant funding from the state and federal government under the Clean Water Act. An 87.5% grant, supplemented by a local match of 12.5%, was secured to build the Lower Moosa Canyon Water Reclamation Facility. Completed in 1975,



# Appendix D Community History



**A political advertisement from the period of the forming of the Valley Center Municipal Water District.**

began designing a low pressure (STEP) system to serve this area.

Initially the project was not controversial, however in the early 1980s opposition began to grow against this project—some of it by land owners who didn't want a sewer and didn't want to be included in the sewer map involuntarily—which was required for the project to be cost effective.

The other, larger contingent of opposition came from residents who opposed the growth that the project would bring to the Central Valley. This period, which became known locally as "The Sewer Wars" was particularly divisive in that it turned residents against residents. It eventually led to an initiative that, first, required that large projects of the water district be approved by the voters. On the same 1988 ballot was the sewer project itself, which was rejected by the voters by a margin of about two to one. That ended the Central Valley Sewer project, which would have been 87% funded by state and federal funds.

This settled the project from one source—but owners of property in the Central Valley did not give up their dream of a sewer. Eventually, however, they had to settle for a much less grandiose project—and one that was largely self-funded, although with low-interest loans from the state.

Lower Moosa Canyon still operates today. It treats about 300,000 gallons per day of domestic and commercial wastewater to advanced secondary standards for indirect water recycling through recharging into the groundwater. Eventually an expansion of the water system to upgrade to tertiary treatment for direct recycling is seen as a possibility.

### The Sewer Wars

In the 1970s local leaders began to want to deal with the problem of the 5,000 acres of the Central Valley of Valley Center having a high-water table problem that would make it harder for the town to develop there.

Studies in the late 1970's determined that it would be very difficult to deal with this situation with local funding alone. Some local leaders appealed to the County Board of Supervisors to declare a sewer moratorium in order to make it easier for the area to obtain federal and state funding for a sewer system. As it had for the Lower Moosa Canyon system, the water district secured initial approval for grants and



# Appendix D Community History

The first attempt was initiated in 1990 to form an assessment district to build a sewer system to serve the Central Valley. The price tag of the project, and affordability led to the Board of Supervisors slamming the door on the attempt in 1997. That ended an attempt to build with County support.

However, property owners approached the water district for a self-funded system that was dubbed the Woods Valley Ranch Water Reclamation Facility (WVRWRF), which was very modest compared to what had been proposed in the 1980's. It was completed in 2005 to serve the residential and golf course development by the same name, with the tertiary treated recycled water from the residences transported back to the golf course for storage and irrigation.

Once the first phase of this facility was completed, local efforts began to secure this treatment and recycling services for the properties that were dubbed the North and South Villages of Valley Center. This has led to proposals for building commercial projects that are ongoing today, but with density that was adopted by the County to fit the treatment capacity of the WVRWRF.

### VCMWD Today

Today the principal challenge facing the ratepayers of the district is that community and District are in transition from being predominantly agricultural to a rural, residential and agricultural community. Once the second largest water purchaser in the SDCWA service area (second only to the city of San Diego), VCMWD water demand has dropped from 45-50,000 AF (acre feet) per year (one-acre foot covers a football field 1 foot deep in water) to 12,000 to 13,000 AF. This has resulted in a drop in revenue to cover its fixed costs, resulting in each customer bearing a higher share of those costs. Though agricultural demand has waned sharply due the rapid rise in imported water costs, residential and commercial development has brought new water connections and customers to help share the cost of District operations.

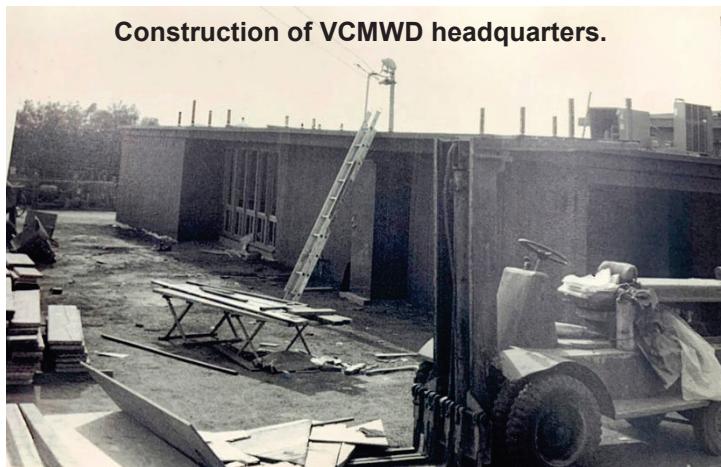
Beyond the financial issues, VCMWD still has a very large water system, built and designed to serve three times the water demand it has today. Where once getting enough water in the summer months to meet high demands



The 57 million gallon Cool Valley Reservoir under construction in 1975.



# Appendix D Community History



**Construction of VCMWD headquarters.**

water quality and add treatment to ensure its safety. "Whether it was the early days when the voters heavily indebted themselves to build the water system, operate the system 'wide open' to meeting agricultural demands, or manage to supply to secure its safety, the community, district and its water/wastewater professionals have risen to meet the challenges," said Gary Arant, longtime general manager at VCMWD.

### Into the Future

For the future, VCMWD will adapt as the community changes. It will continue re-investing in its aging water and wastewater infrastructure, using a combination of local revenue, developer contributions, Federal Grants and low-interest State Revolving Funds Loans. It will keep investing in and incorporate e-business technologies, such as GIS mapping, Automated Service/Work Order/Asset Management Systems, real-time customer access technologies (WaterSmart) to control labor costs and improve customer service.

Arant added a comment, "In my 34 years here at VCMWD, it has been an ongoing process of improvement through adaptation to changing conditions within our service area, our San Diego Region and our state political and regulatory landscape. With our continued board Leadership and committed water and wastewater professionals, VCMWD will continue to evolve to cost effectively serve our community."

was the challenge, the test today is managing the water supply to keep it "fresh" meeting the very stringent state and federal water quality standards. Taking reservoirs off line, moving water between pressure zones, and locally supplementing the disinfection levels are all tools our water system operators use to keep the water safe for our customers. Currently, the district has been evaluating automated systems which on a real time basis monitor reservoir



**A newspaper from the period chronicling installation of pumps.**



# Appendix E

## Priority Listed Capital Projects

### CAPITAL PROGRAM

Included in the Fiscal Year 2024-25 Budget are continuing projects totaling \$4,942,307. A list of the continuing projects can be found on page 10-2. The lower sales volume compared to the budgeted sales volume in the past three years has prompted the District to take a cautious approach with regards to new capital project requests. Rather than include new capital project requests in the Fiscal Year 2024-25 Budget, this Priority Listed Capital Projects list was developed.

The projects listed below are a priority of the District in Fiscal year 2024-25. There are two major pieces of information that staff will await prior to expending any of the requests below.

1. First are the financial results of Fiscal Year 2023-24; and
2. Second is the sales volume for the first 6-months of Fiscal Year 2024-25, which will provide staff an indication of whether or not it will meet the sales volume estimate of 13,000 acre feet.

After the information for both items above are known, prioritized and selected projects from the list below will be brought back to the Board for a Mid-Year Budget Appropriation Request, which will likely be in January 2025.

#### Fiscal Year 2024-25 Priority Listed Projects:

Acct. No.	Capital Project Request See Page	Description	Total Estimated Project Cost
51020	Appendix E1	Participation, Upsizing, & Unspecified Repl Projects	\$ 120,000
51150	Appendix E2	North Broadway Pipeline Relocation	100,000
51690	Appendix E3	Cole Grade Road Pipeline Replacement	165,000
51120	Appendix E4	2020 DWSRF Loan Application	20,000
51121	Appendix E5	2023 DWSRF Loan Application	30,000
51910	Appendix E6	Gordon Hill Upper Pipeline Relocation Project	100,000
51160	Appendix E7	Pump & Motor Replacements	35,000
51940	Appendix E8	Cobb Reservoir Mixing and Chloramination Pilot	170,000
51406	Appendix E9	Betsworth Forebay #2 Reservoir Paint and Recoat Project	1,900,000
51740	Appendix E10	PRV SCADA Integration	7,600
51370	Appendix E11	Vehicles	120,000
51820	Appendix E12	Rescue Davit System	10,000
<b>Total Priority Listed Capital Project Costs</b>			<b>\$ 2,777,600</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51020

DEPARTMENT:

Engineering

# CAPITAL PROJECT REQUEST

## Participation, Upsizing, & Unspecified Replacement Projects

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	N/A	Priority A	Project ID Unspecified		Standard N/A	Goal II

### PROJECT DESCRIPTION:

This is an ongoing contingency account to fund participation in developer projects that have benefit for the District beyond the proposed development and relatively small unanticipated projects that come up during the year. General Manager authorized funding limits still apply to projects funded from this account. The Board will be apprised of projects that are authorized and Board approval obtained as required per the District's Administrative Code.

One source of unanticipated projects stems from County roadway improvement projects. The County provides staff with proposed roadway improvement plans for the District area, including their intention to replace and upsize several storm drain culverts within the roadways. These roadway improvements and potential replacements may require vertical relocation of the crossing water lines.

Board approval of funding for participation in developer projects is included as part of the project's Conceptual Approval process. Funds approved for participation are held in reserve in this account until construction is started at which time a separate account is established to track the District's capital cost for the project. Prior funding in Fiscal Year 2023-2024 for participation in the Wohlford Estates Project reduced the available funding and additional funding is requested this fiscal year to bring the account balance to \$250,000.

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

Project Budget	Prior			Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Remaining Budget	Budget Allocation	Total 2024-2025 Budget	Future 2024-2025 Budget Allocation		
Contingency	250,000	120,000	130,000	120,000	250,000	0	250,000	370,000
<b>Total Project</b>	<b>250,000</b>	<b>120,000</b>	<b>130,000</b>	<b>120,000</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>	<b>370,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51150

DEPARTMENT:

Engineering

# CAPITAL PROJECT REQUEST

## North Broadway Pipeline Relocation

Continuing Project	Type	Master Plan		Source of Funding		Strategic Plan	
	Replacement	Priority A	Project ID	Recaptured Funds		Standard 8, 9	Goal II

### 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. Due to its vital role and difficulty to access given the circumstance surrounding the encroachment violation, staff added re-alignment of this waterline in the Fiscal Year 2021-2022 budget.

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.

Staff made the decision to fund this project through State Revolving Fund (SRF) financing mechanism. The SRF application is in progress, approval expected in Fiscal Year 2026-2027, with construction cost included that budget year. The SRF allows for funds spent on design prior to approval to be reimbursed. Therefore, budget for Fiscal Year 2024-2025 includes effort to continue 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.

The applicable CEQA review will be completed as part of the current design effort.

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

Project Budget	Prior				Proposed			Future Total Project Budget	Estimated Total Project Cost		
	Prior Budget	Estimated Actual	Estimated Budget	Budget Allocation 2024-2025	Total 2024-2025 Budget	Future Budget Allocation					
		Expense	Remaining								
Staff	47,500	34,500	13,000	50,000	63,000	90,000	153,000	187,500			
Engineering	51,500	35,000	16,500	30,000	46,500		46,500	81,500			
Construction						600,000	600,000	600,000			
Miscellaneous	1,000	500	500		500	30,000	30,500	31,000			
Contingency				20,000	20,000	90,000	110,000	110,000			
<b>Total Project</b>	<b>100,000</b>	<b>70,000</b>	<b>30,000</b>	<b>100,000</b>	<b>130,000</b>	<b>810,000</b>	<b>940,000</b>	<b>1,010,000</b>			



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51690

DEPARTMENT:

Engineering

# CAPITAL PROJECT REQUEST

## Cole Grade Road Pipeline Replacement

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

### PROJECT DESCRIPTION:

The County of San Diego (County) has initiated the Cole Grade Road Widening project between Fruitvale Road and Pauma Heights Road. The widening project will convert portions of Cole Grade Road from a two-lane road with no center median into a two-lane road with a striped two way left turn lane median. The District's involvement includes relocation and replacement of facilities within this corridor in coordination with the County's project. The project is organized into two phases, Phase 1 was initiated in 2016, and is currently ongoing with design at 95% and construction planned to begin within the Fiscal Year 2024-2025. Phase 2 design will initiate once construction on Phase 1 starts. The budget for Fiscal Year 2024-2025 includes cost to finish design of Phase 1 and its total construction, as well as cost to fund the design of Phase 2. Construction of Phase 2 is projected to take place in Fiscal Year 2027-2028. The following are descriptions of each phase.

**Phase 1** - Includes the section between Pauma Heights and Cool Valley Road. The County plans to construct a new bridge at Keys Creek where it crosses near Cool Valley Road, with District replacing approximately 250 linear feet (LF) of 16-inch waterline within the new bridge. The remainder of the work includes relocating appurtenances to the new edge of ROW. Sufficient funding is available in the existing project for the completion of design and construction of the phase 1 improvements in Fiscal Year 2024-2025.

**Phase 2** - Includes the section between Cool Valley Road and Fruitvale. The District's scope of work includes the replacement of 6,700 LF of existing 14-inch steel waterline and related work. Staff is requesting an additional \$165,000 to fund the design of Phase 2 in Fiscal Year 2024-2025.

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

Project Budget	Prior			Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation	Total Budget	Future Budget Allocation		
	2024-2025			2024-2025	2024-2025	2024-2025		
Staff	143,900	105,000	38,900	45,000	83,900	235,000	318,900	423,900
Consultant	180,000	136,000	44,000		44,000	25,000	69,000	205,000
Construction - Phase 1	566,500		566,500		566,500		566,500	566,500
Design - Phase 2				120,000	120,000		120,000	120,000
Construction - Phase 2						4,700,000	4,700,000	4,700,000
Contingency	185,600		185,600		185,600	540,000	725,600	725,600
<b>Total Project</b>	<b>1,076,000</b>	<b>241,000</b>	<b>835,000</b>	<b>165,000</b>	<b>1,000,000</b>	<b>5,500,000</b>	<b>6,500,000</b>	<b>6,741,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51120

DEPARTMENT:

Engineering

### CAPITAL PROJECT REQUEST

### 2020 DWSRF Loan Application

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

#### PROJECT DESCRIPTION:

The 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 includes staff time, environmental consultant, and supporting consulting services to help staff navigate the application process. The application was approved in 2022 and the Final Budget Approved in 2023 for total amount of \$8.5M including the Gordon Hill, Lilac Road and Oat Hill & Alps Way Pipeline Replacement Projects. Recently, Alps Way had to be separated and bid as a separate project, to be constructed in Calendar Year 2024. The other projects have been completed with \$5.5M received in disbursements to date.

The following table summarizes the District's current DWSRF loan obligations:

Project	Total Loan Amount	Annual Debt Service
<b>Existing DWSRF Funding (20 year debt service at 1.6% interest beginning 2020)</b>		
Cool Valley Reservoir Cover Replacement	\$3,715,572	\$220,421
<b>Current DWSRF Funding (30 year debt service at estimated 1.2% interest beginning 2026)</b>		
Gordon Hill Waterline Replacement	\$3,200,000	\$127,600
Oat Hill & Alps Way Waterline Replacement plus SRF Application	\$1,225,000	\$48,900
Lilac Rd Waterline Replacement	\$3,275,000	\$130,600
Alps Way Pipeline Replacement	\$420,000	\$16,800
<b>Subtotal Proposed SRF Funding</b>	<b>\$8,120,000</b>	<b>\$323,900</b>
<b>Total SRF Obligation</b>	<b>\$11,835,572</b>	<b>\$527,521</b>

Additional budget authorization is requested to fund staff expenses to process the remaining disbursements and overall management of the loan requirements through completion of Alps Way. The source of this budget authorization is recaptured funds from other capital projects. These application costs will be reimbursed from the DWSRF loan proceeds.



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51120

DEPARTMENT:

Engineering

# CAPITAL PROJECT REQUEST

## 2020 DWSRF Loan Application (continued)

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

Project Budget	Prior				Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	<b>Budget Allocation</b>	Total 2024-2025	Future Budget 2024-2025			
				<b>2024-2025</b>					
Staff	113,000	113,000		<b>20,000</b>	20,000		20,000	133,000	
Engineering	120,000	120,000						120,000	
Miscellaneous	22,000	22,000						22,000	
Contingency	5,000	5,000						5,000	
<b>Total Project</b>	<b>260,000</b>	<b>260,000</b>		<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>280,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51121

DEPARTMENT:

Engineering

# CAPITAL PROJECT REQUEST

## 2023 DWSRF Loan Application

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority A	Project ID	SRF Loan Proceeds	Standard	Goal II

### PROJECT DESCRIPTION:

This project was established in Fiscal Year 2020-2021, initially named as the DWSRF Loan Application 2021 as it was projected to be submitted in that timeframe. Staff postponed submittal to allow the then pending SRF 2020 application to materialize. Execution of agreements and subsequent disbursements for the 2020 application were received slower than anticipated, affecting the necessary cash flow needed to proceed until 2023 timeframe, at which time the project was renamed to the 2023 Application. Staff began preliminary work at that time with complete submittal expected to take place in Fiscal Year 2024-2025. The project includes staff time, environmental and other supporting consulting services to help staff satisfy the application requirements. The application consists of Old Castle Phase 2, Rodriguez Road, and North Broadway Pipeline Replacement Projects. Additionally, District was appropriated \$3.06M by an EPA grant to partially fund the Rodriguez Road project, which has its own application. That application process will also be funded by this budget.

The requested funding is intended to finish and submit the 2023 SRF application as well as the EPA grant application in Fiscal Year 2024-2025. Applications may take 9-12 months to be approved, if approved, construction will start sometime in Fiscal Year 2026-2027.

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

Project Budget	Prior				Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	<b>Allocation 2024-2025</b>	Total Budget 2024-2025	Future Budget Allocation			
Staff	35,000	32,850	2,150	<b>30,000</b>	32,150		32,150	65,000	
Engineering	25,000	20,150	4,850		4,850		4,850	25,000	
Construction									
Miscellaneous	5,000	2,000	3,000		3,000		3,000	5,000	
Contingency	10,000		10,000		10,000		10,000	10,000	
<b>Total Project</b>	<b>75,000</b>	<b>55,000</b>	<b>20,000</b>	<b>30,000</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>105,000</b>	



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51910

DEPARTMENT:

Engineering

### CAPITAL PROJECT REQUEST

#### Gordon Hill Upper Pipeline Relocation Project

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

#### PROJECT DESCRIPTION:

While reviewing the original Gordon Hill PRS Relief project, staff identified a section of the pipeline that is near existing structures which makes it a good candidate for re-alignment. The 8-inch pipeline was installed in 1965 and is a cement mortar lined and tar wrapped steel pipe which meets the Master Plan criteria for replacement. The project scope includes abandoning approximately 330 LF of existing 8-inch waterline and installing 450 LF of new 8-inch PVC waterline and appurtenances along an unpaved access road to Vista Aleta. In addition to the pipeline relocation, the project will also consist of improvements to the existing pressure reducing stations which regulate pressure along the existing pipeline in this vicinity. The improvements will include pressure relief valves which alleviate pressure transients from the pipeline and extend the useful life of existing pipes.

The budget request for Fiscal Year 2024-2025 is necessary to allow for sufficient funding to construct the project.

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

Project Budget	Prior				Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	<b>Allocation 2024-2025</b>	Total Budget 2024-2025	Future Budget Allocation			
Staff	77,900	65,300	12,600	<b>37,400</b>	50,000		50,000	115,300	
Consultants	79,200	59,200	20,000	<b>10,000</b>	30,000		30,000	89,200	
Construction	225,400		225,400	<b>24,600</b>	250,000		250,000	250,000	
Easement Acquisition	4,000	4,000						4,000	
Miscellaneous	2,000	1,500	500	<b>4,500</b>	5,000		5,000	6,500	
Contingency	11,500		11,500	<b>23,500</b>	35,000		35,000	35,000	
<b>Total Project</b>	<b>400,000</b>	<b>130,000</b>	<b>270,000</b>	<b>100,000</b>	<b>370,000</b>	<b>0</b>	<b>370,000</b>	<b>500,000</b>	



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51160

DEPARTMENT:

Operations

# CAPITAL PROJECT REQUEST

## Pump and Motor Replacements

Continuing Project	Type	Master Plan		Source of Funding		Strategic Plan	
	Existing Service	Priority N/A	Project ID N/A	Capital Reserves		Standard 6	Goal V

### 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, motor or gearhead. 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			Proposed Budget Allocation 2024-2025	Total 2024-2025	Future Budget Allocation	Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining					
Staff	5,000	2,000	3,000		3,000		3,000	5,000
Construction	39,000	20,000	19,000	35,000	54,000		54,000	74,000
Outside Services	2,000		2,000		2,000		2,000	2,000
Contingency	3,080		3,080		3,080		3,080	3,080
<b>Total Project</b>	<b>49,080</b>	<b>22,000</b>	<b>27,080</b>	<b>35,000</b>	<b>62,080</b>	<b>0</b>	<b>62,080</b>	<b>84,080</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51940

DEPARTMENT:

Engineering

### CAPITAL PROJECT REQUEST

#### Cobb Reservoir Mixing and Chloramination Pilot Project

Continuing Project	Type	Master Plan		Source of Funding	Strategic Plan	
	System Upgrade	Priority A	Project ID N/A	Capital Reserves	Standard 8, 9	Goal II

#### PROJECT DESCRIPTION:

Cobb is an 8.8MG floating cover reservoir located in the 1840 zone. Given the size of the reservoir and relatively low demand, operations staff is forced to keep the water levels low in the reservoir and expend more than ideal effort in order to maintain proper water quality. Reservoir mixers and automatic chloramine feed systems are widely used in the industry as tools to improve efficiency of water quality management allowing for higher operating levels. Staff proposes to conduct a study and pilot program to determine and select a mixing and re-chloramination system suitable for the District's floating cover reservoirs.

Staff recently completed a pilot project and installation of a similar system at the Kornblum Reservoir. The steel reservoirs have different characteristics compared to floating cover style reservoirs, different mixing and disinfection requirements. As such, staff will conduct a similar type pilot project to identify a system that yields similar results as the steel reservoir application.

Staff will use the knowledge gained from the Kornblum project and apply to this effort. The additional funding is based on actual expenses experienced on the Kornblum project necessary to complete a similar system at Cobb Reservoir.

The following table summarizes the project budget and includes time and material for District staff and supporting outside services that will be involved in the study and pilot project:

Project Budget	Prior				Proposed		Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual Expense	Estimated Remaining	Budget Allocation 2024-2025	Total Budget 2024-2025	Future Budget Allocation		
Staff	20,000	15,000	5,000	<b>25,000</b>	30,000		30,000	45,000
Outside Services	25,000	5,000	20,000	<b>130,000</b>	150,000		150,000	155,000
Contingency	5,000		5,000	<b>15,000</b>	20,000		20,000	20,000
<b>Total Project</b>	<b>50,000</b>	<b>20,000</b>	<b>30,000</b>	<b>170,000</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>220,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51406

DEPARTMENT:

Engineering

# CAPITAL PROJECT REQUEST

## Betsworth Forebay #2 Reservoir Paint and Recoat Project

New Project	Type	Master Plan		Source of Funding	Strategic Plan	
	Replacement	Priority A	Project ID R25		Standard 8, 9	Goal II

### PROJECT DESCRIPTION:

Betsworth Forebay #2 Reservoir is a 2.0 million gallon above ground welded steel water tank located at the Betsworth Pump Station site. Its function is to provide a stable intake source to the Betsworth Pumps necessary for their operation. The reservoir is filled from the SDCWA VC 5&6 Connection with the pump station serving as primary feed into the 1520 zone. The reservoir was constructed in 1986 and last recoated in 2000.

Service life for the steel reservoir paint and coatings is 15-20 years, after which, corrosion of the shell and rafters will become visible and increase in severity over time. Engineering and operations conducted a condition assessment analysis of all the reservoirs scheduled for painting and recoating in the next 10 years to re-evaluate the reservoir painting and recoating prioritized list included in the water master plan. The prioritization was based on visual inspection, the age of the existing coatings and the criticality of each reservoir to water operations. Betsworth Forebay #2 is the next highest priority reservoir identified for painting and recoating in Fiscal Year 2024-2025.

Reservoir recoating projects are best done in the winter months during lowest system demands. This translates to bidding the project in October with construction taking place between January and May. **Staff will not advertise the project until sufficient funds in the CIP Reserves are confirmed to exist once prior year financial reports become available.**

The following table summarizes the project budget and accounts for miscellaneous structural repair and replacement work such as roof rafters, columns, girders, overflow box and roof plates:

Project Budget	Prior			Proposed			Future	Estimated
	Prior	Estimated	Estimated	Budget	Total	Future	Total	Total
	Budget	Actual	Budget	Allocation	Budget	Budget	Project	Project
Staff				<b>140,000</b>	140,000		140,000	140,000
Paint and Recoat				<b>1,500,000</b>	1,500,000		1,500,000	1,500,000
Construction								
Miscellaneous				<b>10,000</b>	10,000		10,000	10,000
Contingency				<b>250,000</b>	250,000		250,000	250,000
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,900,000</b>	<b>1,900,000</b>		<b>1,900,000</b>	<b>1,900,000</b>



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51740

DEPARTMENT:

Operations

# CAPITAL PROJECT REQUEST

## PRV SCADA Integration

Continuing Project	Type	Master Plan		Source of Funding		Strategic Plan	
	Ultimate Service	Priority N/A	Project ID N/A	Capital Reserves		Standard N/A	Goal N/A

### PROJECT DESCRIPTION:

Tie existing PRV stations into the SCADA network for remote pressure and valve monitoring. Most sites do not have electrical service and will require a solar-based battery setup. The SCADA integration will allow for greater control and awareness of PRV-regulated pressure zones and the ability to track historical pressure data. It will also help in diagnosing PRV problems and pressure issues. This project will be completed in phases, with the following sites scheduled for Fiscal Year 2024-2025.

Circle R  
Treasures South  
Engelmann

Future sites:

Betsworth, Courtyard, Jesmond Dene, Lilac School Relief, Lilac/Old Castle, Mesa Verde, Miller East, Miller North, Miller South, MJM, Oak Glen, Oakmont, Old Castle, Orchard Run, Park Circle, Treasures North, Welks Garden Villas, Welks North, Welks South, Welks Relief, Woods Valley, Woods Valley Relief.

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

Project Budget	Prior			Proposed			Future Total Project Budget	Estimated Total Project Cost
	Prior Budget	Estimated Actual	Estimated Budget Remaining	Budget Allocation	Total 2024-2025	Future Budget Allocation		
SCADA Equipment Installation	15,000	8,600	6,400	7,600	14,000	125,000	139,000	147,600
SCADA Software	1,000		1,000		1,000	10,000	11,000	11,000
<b>Total Project</b>	<b>16,000</b>	<b>8,600</b>	<b>7,400</b>	<b>7,600</b>	<b>15,000</b>	<b>135,000</b>	<b>150,000</b>	<b>158,600</b>



## Valley Center Municipal Water District

ACCOUNT NO.: 01-06-78-51370  
DEPARTMENT: Operations

# CAPITAL PROJECT REQUEST

## Vehicles

Continuing Project	Type	Master Plan		Source of Funding		Strategic Plan	
	Replacement	Priority N/A	Project ID N/A	Capital Reserves		Standard 10, 12	Goal II

### PROJECT DESCRIPTION:

- 1) New Crew Cab ½ ton truck with 4-wheel drive, LED light bar, two-way radio, and accessories. This vehicle will replace truck #2, a 2015 Ford, F-150, crew cab truck with 4-wheel drive and approximately 106,000 miles. Truck #2 will be repurposed for use in the pool vehicle fleet.
- 2) New Extra Cab ½ ton truck with 4-wheel drive, LED light bar, two-way radio, tool boxes and accessories. This vehicle will replace truck #8, a 2018 Chevrolet, K1500, extra cab truck with 4-wheel drive and approximately 103,000 miles.

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

Project Budget	Prior			Proposed		Future		Estimated	
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	Budget Allocation 2024-2025	Total 2024-2025	Future Budget Allocation	Total Project Budget	Total Project Cost	
Pickup 1				<b>62,000</b>	62,000		62,000	62,000	
Pickup 2				<b>58,000</b>	58,000		58,000	58,000	
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>120,000</b>	<b>0</b>	<b>120,000</b>	<b>120,000</b>	



## Valley Center Municipal Water District

ACCOUNT NO.:

01-06-78-51820

DEPARTMENT:

Operations

# CAPITAL PROJECT REQUEST

## Rescue Davit System

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

### PROJECT DESCRIPTION:

Purchase new davit system required for fall protection & confined space entry. The new davit system is a modular system where davit bases can be permanently mounted at various locations to aid in the ease of use. Rescue davit systems are required by OSHA & Cal/OSHA for non-entry rescue in confined spaces. The davit system is also used for fall protection during subsurface vertical entry.

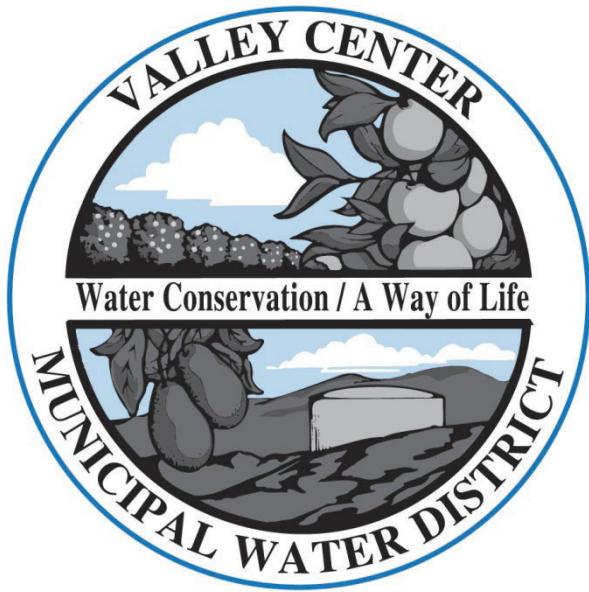
The following table summarizes the project funding requirements and expense allocations:

Project Budget	Prior				Proposed			Future		Estimated	
	Prior Budget	Estimated Actual Expense	Estimated Budget Remaining	<b>Allocation</b>	<b>2024-2025</b>	Total Budget	Future Budget	Total Allocation	Project Budget	Total Project Cost	
Rescue Davit System				<b>10,000</b>		10,000				10,000	
<b>Total Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>			<b>0</b>	<b>0</b>	<b>10,000</b>	



## Valley Center Municipal Water District

This page intentionally left blank



# Index



Administration, General	4-2	Personnel (See also Salary Clearing)	1-14
Administration, Finance	6-3	Pipeline and Right of Way	
Administration, Engineering	7-3	Maintenance	8-15
Administration, Operation & Facilities	8-3	Planning	7-4
Adopting Resolutions	2-1	Priority Listed Capital Projects	Appendix E
Appropriation Limit under Proposition 4	1-7, 2-5	Pump Maintenance	8-12
Automatic Valves	8-8	Quality Control	8-9
Backflow Maintenance	8-20	Recap of Budget and	
Budget Control	1-7	Source of Financing	3-2
Budget Message	1-1	Reserve Policies	Appendix B
Budget Policies	1-8, Appendix B	Reserves	1-8, 3-3
Budget Process	1-6	Reservoir Maintenance	8-11
Capital Outlay, General Fund	1-15, 10-1	Resolution Adopting Budget	2-2
Capital Outlay, Wastewater	See Wastewater	Revenue Estimates	1-11, 3-4
Community History	Appendix D	Safety & Regulatory Compliance	8-4
Community Profile	1-4	Salary Clearing (See also Personnel)	6-7
Consumer Services	6-4	SCADA	8-10
Corporate Facilities Maintenance	8-17	Security	8-5
Customer Service, Engineering	7-5	Service Connection Maintenance	8-19
Debt	1-21	Source of Supply	9-1
Debt Service	6-10, 11-7, 12-7	Spending Limit	1-7
Emergency Event	6-8	Strategic Plan	1-22
Encroachments and Locates	7-6	Systems Operation	8-6
Energy Costs (See also Utilities)	1-14	Training	6-9
Engineering Department	7-1	Treatment	8-7
Expenditure Estimates	1-14	Utilities (See also Energy Costs)	9-3B
Facilities Operation (See also		Valves, Automatic	8-8
Corporate Facilities Maintenance)	6-5	Valve Maintenance/Location	8-16
Finance Department	6-1	Vehicle and Equipment Maintenance	8-13
Fund Recap, Expenditures	3-6	WASTEWATER - See:	
General Administration Department	4-1	Lower Moosa Wastewater	
General Fund	1-10, 3-1	Treatment Fund	11-1
Glossary	Appendix A	Woods Valley Ranch Wastewater	
History of Water Purchased and Sold	3-7	Expansion Fund	12-1
Human Resources Administration	6-6	Woods Valley Ranch Wastewater	
Information Technology	5-1	Treatment Fund	13-1
Landscape & Paving Maintenance	8-14	Water & Wastewater Projections	Appendix C
LOWER MOOSA WASTEWATER		Water Purchases	9-3
TREATMENT FUND	1-17, 11-1	Water Rate Components	1-29
Capital Outlay	11-10	WOODS VALLEY RANCH WASTEWATER	
Collection System West	11-6	EXPANSION FUND	1-20, 12-1
Debt Service	11-9	Capital Outlay	12-8
Recap of Budget and		Debt Service	12-7
Source of Financing	11-2	Recap of Budget and	
Revenue Estimate	11-3	Source of Financing	12-2
Lift Station	11-7	Revenue Estimate	12-3
LPS Maintenance	11-8	WOODS VALLEY RANCH WASTEWATER	
Treatment Facility	11-5	TREATMENT FUND	1-19, 13-1
Maps & Records, Engineering	7-7	Capital Outlay	13-9
Meter Installation	8-18	Collection System	13-5
Operations & Facilities Department	8-1	Lift Station	13-7
Ordinance Adopting Staffing and MOU		LPS Maintenance	13-8
Changes	2-9	Treatment Facility	13-6
Organizational		Recap of Budget and	
Charts 2-17, 4-1A, 5-1A, 6-1A, 7-1A, 8-1B		Source of Financing	13-2
Performance Measurement Standards	1-23	Revenue Estimate	13-3