



**Approved Budget for
Fiscal Year 2019-2020**

**Presented to the Board of Directors
At the Board Meeting
June 6, 2019
Board Room
300 Smith Ranch Road**

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DISTRICT BOARD

Megan Clark
Rabi Elias
Craig K. Murray
Judy Schriebman
Crystal J. Yezman

DISTRICT ADMINISTRATION

Mike Prinz,
General Manager
Michael Cortez,
District Engineer
Mel Liebmann,
Plant Manager
Greg Pease,
Collection System/Safety Manager
Robert Ruiz
Administrative Services Manager

June 6, 2019

To the Board of Directors of the Las Gallinas Valley Sanitary District,

The management staff of the District is pleased to present to the Board the 2019-20 Preliminary Revenue, Operating and Maintenance Expense, Debt Service, Reserve Funding, and Capital Outlay Budgets for review. These budgets reflect the District's progress in the five-year capital improvement plan adopted by the Board in June 2015 for the 2016 through 2020 fiscal years.

Operating Revenue is expected to increase by approximately \$462,000 primarily from a \$29 increase in the sanitary sewer service charge from \$898 to \$927. Operating and Maintenance costs are expected to increase over the prior year by \$971,000 due to a serious problem with deferred maintenance in equipment, buildings and grounds by \$271,000 or 79.86%. Another major component is the PG&E Red Flag prep for power outages, which increased the budget by \$200,000. Staffing levels are projected to increase by one full time equivalent in order to help alleviate the deferred maintenance problem, but Staff expects that it will take at least a year to see positive results. Salaries will increase by 3.25%, which is based on COLA for the region over the last year. Also, we have a new permanent GM and a newly hired ASM. We are expecting that the changes in those positions will bring stability to many issues regarding personnel and deferred maintenance that have been plaguing the district.

As has been anticipated, Debt service will increase from \$3,990,000 to \$4,617,777 due to the \$12,000,000 I-Bank loan agreement that the District executed on May 1st, which was additional borrowing for the Secondary Treatment Plant construction.

The Capital Outlay effort for 2019 will be focused on the Secondary Treatment Upgrade and Recycled Water Expansion projects, which will not be completed until January 2021. This will result in Capital Expenditures of approximately \$40 million in this fiscal year. Other equipment purchases, major repairs, planning for future projects and accumulation of funding for large projects will continue as normal.

Sincerely,

Robert D. Ruiz, CPA
Administrative Services Manager

Mike Prinz, PE
General Manager

Annual Operating Budget Fiscal Year 2019-2020



Board of Directors

Craig K. Murray, President

Rabi Elias, Vice President

Megan Clark, Board Member

Judy Schriebman, Board Member

Crystal Yezman, Board Member

Prepared under the direction of:

Mike Prinz,

General Manager

With the aid of:

Robert D. Ruiz,

Administrative Services Manager

Las Gallinas Valley Sanitary District

Annual Budget 2019-20

Operating Revenue

The District is in the final year of a five-year rate increase based on the capital outlay plan adopted by the Board in June 2015. The maximum rate for 2019-20 FY of \$927 per equivalent dwelling unit, consistent with the five-year rate plan, is utilized in preparing the proposed budget.

Educational Revenue Augmentation Funds (ERAF) are determined by state statute. Special districts are allocated a certain amount of property tax revenues; however, a portion is allocated among counties, cities, special districts, and redevelopment agencies along with K-12 schools and community colleges. The District is subject to ERAF I and II tax shifts, which are specified by the State, using population and other factors and are adjusted yearly per the incremental growth rate in assessed property tax values. Staff has budgeted \$320,000 based on projected 2018-19 receipts.

Recycled water revenue is the estimated cost of providing water to North Marin Water District based on the projected costs for 2019.

Inspections, Permits, and Application fees reflect projected revenue from inspecting laterals as required by the planned changes to the District's Ordinance code. The revenue is conservatively projected based on historical sales data for properties within the District for half the year.

Franchise fees include new revenues based on projections created by RG3 solutions for Marin Sanitary Services. Bank interest, supplemental property taxes, and Homeowner Property Tax Relief funds are projected to remain the same, which is consistent with prior year budgets.

Interest on reserves, which are invested in the Bank of Marin and the Local Agency Investment Fund (a State of California fund), are expected to reduce slightly from the prior year as we start using these funds to make payments on the Secondary Treatment Plant Upgrade and Recycled Water Expansion projects, since the District will be proceeding with construction. Staff expects reserves to be drawn down substantially this year due to this construction.

The Private Sewer Lateral Assistance program began in July 2012; the budget reflects the projected repayments for 2020.

Funds in excess of the amount needed to fund the Operating and Maintenance and Debt Service budgets are transferred to General Construction Reserves.

Capacity Related Revenue

Activity for remodel permits and second units has increased from prior years, but larger projects are proceeding slowly. Since the District is substantially built out and the pace of development is difficult to predict, staff is conservatively not budgeting any capital facility charges for 2020. The interest income for this category is for existing funds on deposit, which have been substantially expended for capital projects.

General Construction Revenue

Secured property taxes are calculated based on the value of real property, land and personal property, such as structures, located upon real property. Secured property is taxed at a general rate of 1% of the assessed value. Property tax projections for 2019 are expected to be higher than budgeted.

Las Gallinas Valley Sanitary District

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Operating Transfer In consists of funds in excess of the amount needed to fund the Operating and Maintenance and Debt Service budgets. There was no need to budget an amount this year.

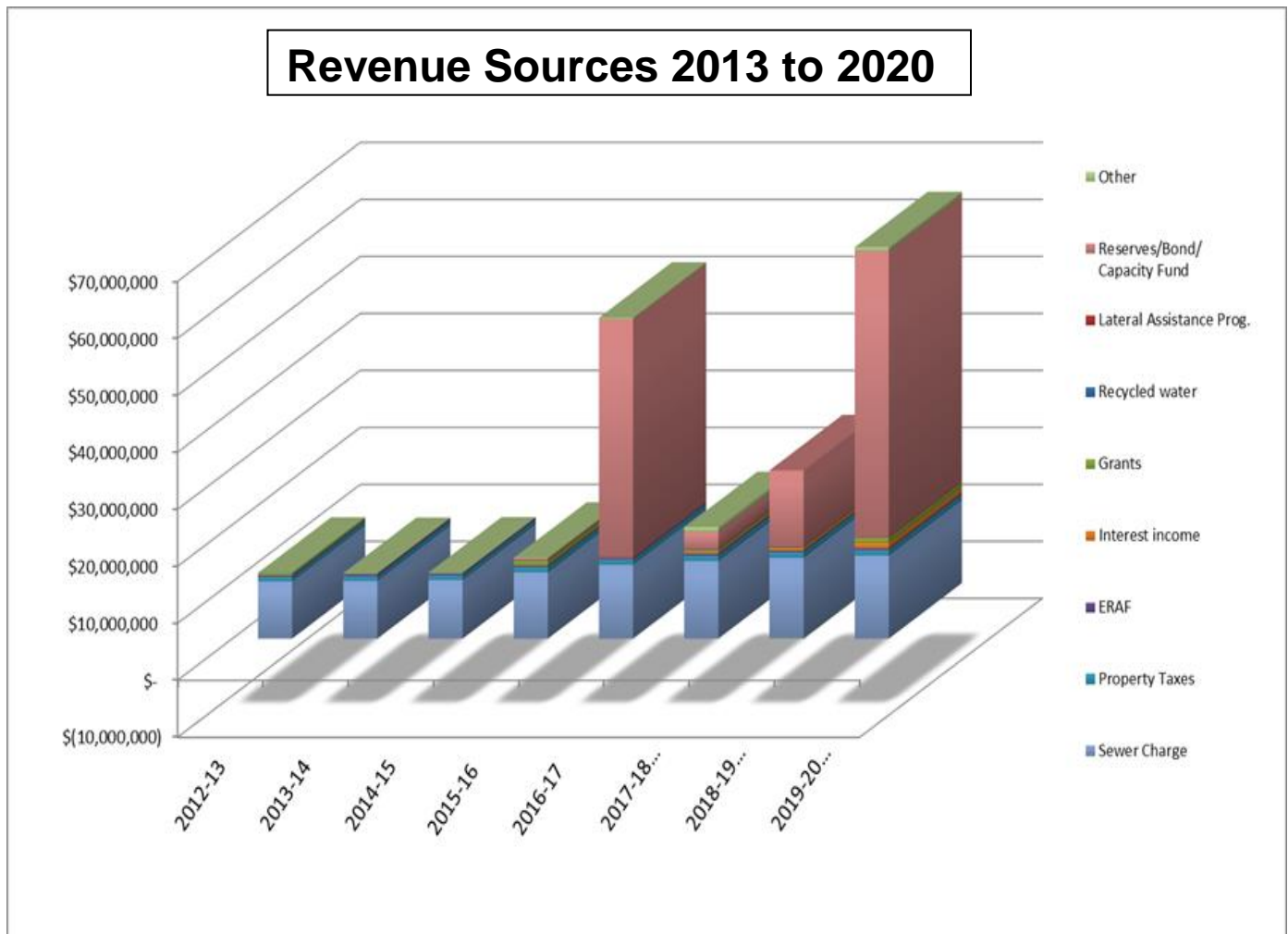
Other Sources of Funds

Marin Municipal Water District entered into an agreement in March 2017, to buy into the existing capacity of the Recycled Water Treatment Facility as well as participating in the debt service of the 2017 Revenue Bonds associated with the estimated cost for the expansion of the facility. These funds are allocated to the reserve funding for the Water Recycling construction project.

Utilization of Bond Funds and Reserves

The District has projects budgeted for 2018-19 which either will not begin prior to yearend and are expected to proceed in 2019-20 FY or are accumulating funds over several years. These projects are included in the Capital Outlay budget and the related funding which will carry forward from 2018-19.

\$40 Million in Bond Fund revenue was received in 2016-17 and then transferred to the Bond savings account in LAIF. Those funds will be transferred back into revenue 2019-20 to pay for construction. The following graph depicts the composition of District revenues and funds over the last several years.



Las Gallinas Valley Sanitary District

Annual Budget 2019-20

Operating and Maintenance Expenses

Employee Expenses:

Regular staff salaries have been calculated based on a two-year MOU contract extension, which begins on July 1, 2019. At the start of this fiscal year salaries are to be increased by 3.25% per the extension agreement. In the next fiscal year, the agreement includes a 3.50% salary increase. There is one vacant position from the previous year that will be filled in this budget. 2 part time positions were combined in order to create a new administrative position that will be shared by the Administrative and Engineering departments. Scheduled step changes have been applied where appropriate.

Overtime is estimated based on projected 2019 amounts and reflect additional staffing for storm events.

Vacation and sick accrual are also being estimated based on the prior amounts; however, it is difficult to predict how much time staff will accumulate rather than use.

Stand by time is based on projected wages, the regular rotation of personnel on duty, and additional staff who are on call during storm events.

Board Member salaries are projected based on the 2019 amounts. Board members have received the same per meeting compensation since 2008.

Director benefits are based on the maximum allowance of \$200 per month per eligible director.

Social security tax is 7.65% of covered wages for all employees.

Group life insurance and long-term disability insurance are projected from year to date 2018 amounts with adjustments for changes in census data.

CalPERS contributions are projected from regular wages with the anticipated employer contribution rate for 2020. Staff who became CalPERS members after 2013 are covered by a plan which requires a limited retirement contribution paid by the District.

Health insurance is projected based on the known rates for July through December 2018 and the application of the health trend rate of +5% for 2020. Other Post-Employment Benefits are retiree health benefits for prior and current employees, which is based on the actuarial valuation for the post-employment benefits dated January 1, 2018.

Dental insurance is paid through a self-insured plan and is based on actual claims made. Since claim expenses vary from person to person and from year to year, the budget is based on the average of the prior three years.

Vision insurance is a set amount and is projected based on current employees and projected new staff.

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Auto allowance and commute stipend are based on the known amounts for covered staff. The manager allowances for auto and telephone have been set to increase annually with board approved COLA changes.

Insurance:

Workers compensation insurance is based on projected wages for 2020 and application of the existing rates and a decrease in the experience modification factor based on lower District claims in the past two years.

Unemployment insurance is paid based on claims made. The District has not had a claim since 2004.

Pooled liability insurance includes general liability and mobile equipment, billed separately. The general liability insurance premium period is based on a calendar year and the mobile equipment on a fiscal year basis. The liability insurance is the larger premium for which half of the yearly cost is known based on the current billing. The budget for 2020 has been increased by 5% over the prior year.

Fidelity bond for the cost of commercial crime insurance coverage is based on prior years.

Repairs and Maintenance:

Vehicle parts and maintenance is primarily based on 2019 year to date results with adjustments for projected activity during the remainder of the fiscal year. There has been substantial deferred maintenance on the vehicles, grounds and buildings. We, therefore, added 20% additional amounts to the 2020 projections to begin addressing needed maintenance throughout the District.

Grounds maintenance is budgeted to include an outside firm to perform yard work on the main building landscape and also contains budget for deferred maintenance from a new skilled maintenance employee.

Power generation maintenance and repairs consists of work performed on the photo voltaic system, a maintenance contract for the BERS turbines, and maintenance of the CNG fill stations at the treatment plant and the pump station.

The maintenance amounts for Captains Cove and Marin Lagoon pump stations are fixed by ordinance and have not changed for the current budget as compared to the previous year.

Capital repairs/replacements consist of items that are long-lived or life extending in nature but are not included in the capital improvements budget. They are either items that are capital in nature, but the replacement/repair is not anticipated as part of the initial capital outlay budget or items such as small pumps and equipment with a cost under the \$5,000 capitalization threshold.

Las Gallinas Valley Sanitary District

Annual Budget 2019-20

Other Operating Expenses:

Chemical costs are estimated based on past usage with an increase for 2019, which was an exceptionally wet year. Not only have we replaced the supplies used up during the bad weather season but have added to the allotment due to the possibility of another year at that level.

Pollution prevention program is contracted with Central Marin Sanitary Agency. The budget is based on prior year experience and projected amounts for 2020.

Lab contract services are budgeted based on year to date 2019 charges for the treatment plant and the recycled water facility.

Small tools and supplies are being budgeted at levels requested by the departments.

Outside services consist of the cost of pagers, answering service, alarm system monitoring, security patrol, pre-employment screening, and portable restrooms in the reclamation area. Janitorial cost is projected based on adding one additional cleaning per week. Uniform service is projected for 2020 based on current year costs. This year we will have to prepare for the Red Flag events from PG&E initiated by high fire risk weather conditions. These events are power outages in our area and will require that we have standby generators and fuel ready for power outages during possible wildfires. An extra \$200K was added to this item.

Aquatic review is conducted twice a year by contract.

Damage claims are budgeted based on the maximum deductible for one sewer overflow claim for the year.

Sludge Disposal is the cost for injecting digested biosolids in the District's dedicated disposal site. The amount is based on prior year activity.

Regulatory consultant budget is based on a proposal for 2019. The budget appears substantially in excess of current year to date expenditures; however, work performed in connection with the Secondary Treatment Plant Upgrade and Recycled Water Expansion projects are charged to the capital budget and not reflected in the year to date Operating and Maintenance Expense. The costs incurred to date are 60% of the budgeted amount and the proposal for 2019-20 is approximately 5% more than 2018-19.

Engineering consultant is an estimate by staff based on the average activity during recent years. Some of this cost is reimbursed by project owners who apply for capacity.

Consultants include costs for updating the strategic plan, implementing the Canada goose management plan, the biennial actuarial valuation for the Other Post Employment Benefit Plan, recruiting, performance of a compensation and classification study, and labor relations with RGS HR consulting.

General operating supplies are budgeted by department based on prior year trends.

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Utility power is for the treatment plant and the pump stations. For the pump stations, a small increase is budgeted for converting to the Deep Green alternative with MCE. For the treatment plant, the budget includes charges in excess of any rebates due to power consumption required for construction. The decrease in charges are due to the warranty replacement of a few hundred solar panels during this fiscal year.

Telephone and water are budgeted based on year to date 2019 costs.

Fuel and oil budget is based on year to date 2019. Diesel usage is projected to remain about the same as the previous year, even with the utilization of the CNG powered vehicle for Collections.

Safety equipment and supplies and safety services are budgeted to increase this year due to additional services being requested with Du-All Company.

Lateral rehab assistance program is budgeted based on the amount in the 2019 rate plus reinvestment of the projected repayments from existing agreements.

General and Administrative:

Conferences and mileage/travel are budgeted based on year to date 2019 activity, but with an expectation of additional conferences to be allowed for more of the staff to take advantage of.

Election costs are being budgeted the same as the previous year.

Office supplies and expense is budgeted based on annualizing 2019 activity.

Computer support and supplies includes annual software renewals, the replacement of computers as needed and outside computer network support. The District is using more software from outside vendors which has increased the cost.

User charge collection fee is charged by the County of Marin for collecting the property taxes and sanitary sewer service charges on the tax rolls. Staff is projecting the amount based on 2019 rates.

Publications and legal ads are for contract/public bidding advertising, chemical procurement, public hearings, and recruiting.

Public education and outreach is for the joint efforts with other Marin County sewage treatment agencies, web site maintenance, special mailings and for the District's newsletter and annual sewer rate change mailings. An additional \$25,000 was added to this budget in order to do more inter-district advertising.

Taxes, other is the annual LAFCO charge and is based on the projected 2019 charge.

Memberships and permits are based on the 2019 invoices with an increase for some permits.

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Rents and leases for administration are costs for the lease of the postage machine, off-site records storage, railroad easements and copiers. Rents and leases for pump stations are for portable stand by generators for regular storm events.

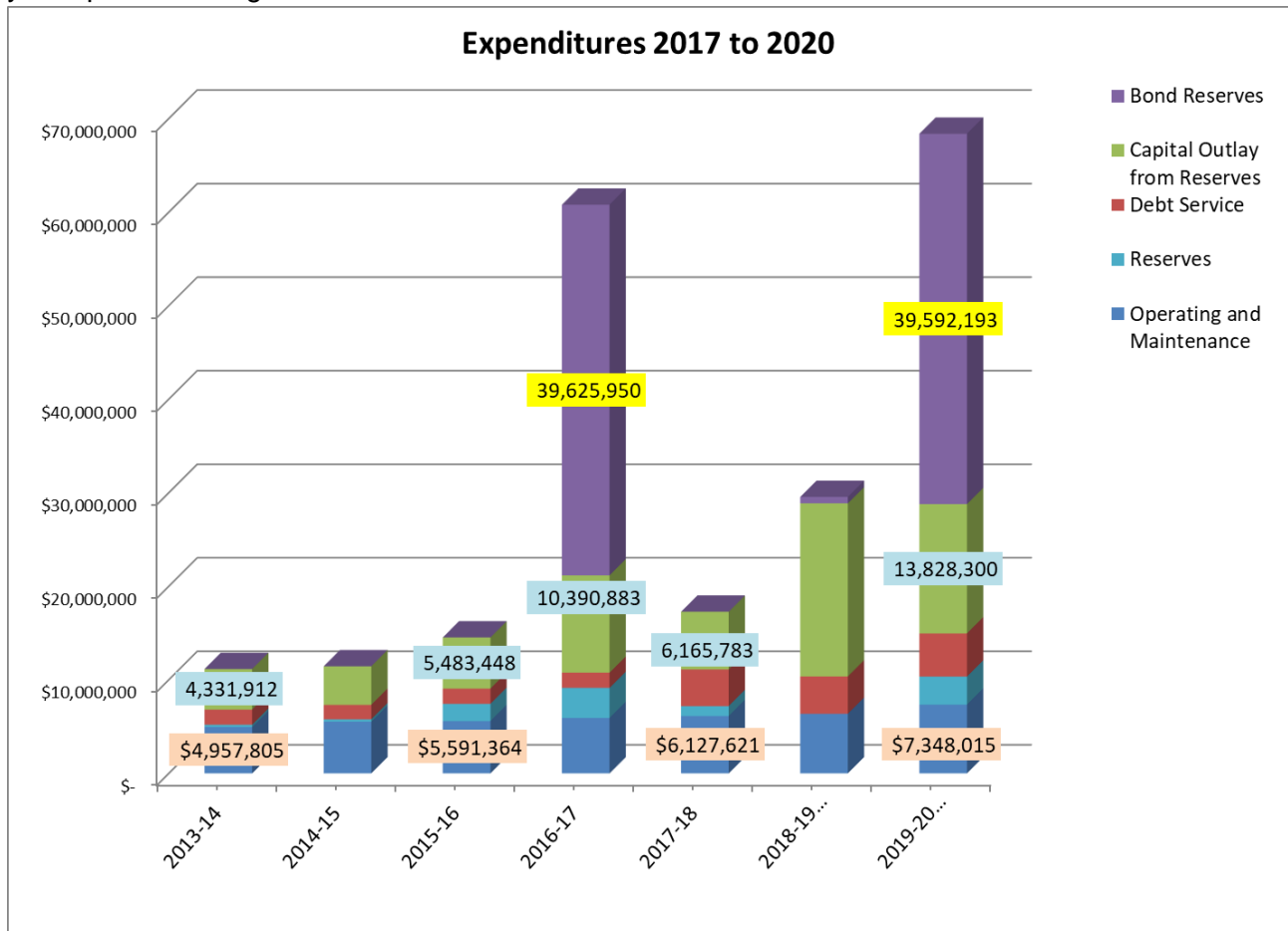
Legal expense is projected to remain the same from 2019 activity as certain personnel matters and legal issues concerning the treatment plant upgrade are anticipated to be resolved.

Audit expense is based on the 2017 request for proposals which covers three years of audit engagements.

Employee recognition is based on year to date and projected 2019 activity.

Employee training and education includes the cost for the District to participate in the Liebert Cassidy Whitmore employment relations consortium and other offsite training. The District expects to continue to send staff for training in 2019. Continued training for staff development is budgeted in the consultant category.

The following is a graph showing the composition of District expenditures for the past nine fiscal years plus the budget for 2019.



Las Gallinas Valley Sanitary District

Annual Budget 2019-20

Reserves

- Working Cash Flow and Undesignated Capital reserves are budgeted based on the target balance established in 2009 and increase each year by 5%.
- The Capital Reserves for the Secondary Treatment Plant Upgrade and Recycled Water Expansion projects are based on the actual payment required to service the 2017 Revenue Bonds and the amount that was included in the five year rate increase. These funds will be used to pay for the project expenses. These amounts are tracked in the CIP worksheet and not included in this area.
- Captains Cove and Marin Lagoon reserves are the excess of special assessments over projected operations, maintenance and capital expenditures which are collected for these developments.
- MMWD Debt Reimbursement reserves are the amounts MMWD is paying to the District for the buy-in for the existing recycled water treatment plant and the allocated share of the 2017 Revenue Bonds for the expansion project.

Debt Service

The District has five issuances of debt outstanding. They are as follows:

- Certificates of Participation (COP) with an original principal amount of \$10,000,000, which were issued in 2005, and have annual principal and interest payments through December 2025. The District refinanced them at a reduced interest rate of 3.3% which will save interest over the remaining life and will result in lower annual payments. The principal balance remaining is scheduled to be \$4,443,800 as of July 1, 2019.
- State Revolving Fund Loan (SRF) was a construction loan which originated in 2010 and was completely drawn down in 2012. The original principal amount was \$4,314,750 with annual principal and interest payments through June 2032. The interest rate is 2.7%. The principal balance remaining is scheduled to be \$3,094,981 as of July 1, 2019.
- Bank of Marin Loan which originated in 2011 with a principal amount of \$4,600,000. Monthly principal and interest payments are due through June 2031. The interest rate is 3.88%. The principal balance remaining is scheduled to be \$3,177,436 as of July 1, 2019.
- Bank of Marin Loan which originated in 2012 with a principal amount of \$2,000,000. Monthly principal and interest payments are due through August 2022. The interest rate is 3.25%. The principal balance remaining is scheduled to be \$706,712 as of July 1, 2019.
- 2017 Revenue Bonds were issued in April 2017 with a principal amount of \$38,365,000. The true interest rate to maturity is 3.298476%. Annual principal and interest payments are due through April 2042. The principal balance remaining is scheduled to be \$36,465,000 as of July 1, 2019.
- 2019 I-Bank Loan with a principal amount of \$12,000,000. Semi-annual payments will be made at an interest rate of 3%, but the first payment is not due until after the July 1, 2019.

The debt service does not reflect the reimbursement to be received from MMWD for buying into the existing recycled water treatment facility or their portion of the 2017 Revenue Bonds. The payments to be received from MMWD are transferred to the reserves budget.

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**LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 REVENUE & FUNDS BUDGET
Approved June 6, 2019**

FUNDS AVAILABLE	2016-17 Final Actual	2017-18 Final Actual	2018-19 Projected Actual	2019-2020 Approved Budget	Change	% Change from PY
OPERATING REVENUE						
User Charges	\$ 13,059,850	\$ 13,634,548	\$ 14,220,000	\$ 14,602,912	\$ 382,912	2.69%
Educational Revenue Augmentation Fund	366,078	372,411	319,000	325,000	\$ 6,000	1.88%
Recycled Water	45,548	61,080	39,000	42,000	\$ 3,000	7.69%
Franchise Fees	25,000	25,000	70,000	149,422	\$ 79,422	113.46%
Inspections/Permits/Application Fee	8,957	11,678	22,038	8,500	\$ (13,538)	-61.43%
Interest	532	425	531	500	\$ (31)	-5.89%
Interest on Reserves	72,856	269,180	388,665	400,000	\$ 11,335	2.92%
Suppl. Property Tax Assess.	15,409	27,670	13,000	16,000	\$ 3,000	23.08%
Homeowner Property Tax Relief	4,363	4,354	3,240	4,300	\$ 1,060	32.70%
Private Sewer Lateral Assistance Program	76,027	101,368	87,721	80,000	\$ (7,721)	-8.80%
Miscellaneous Revenue	33,057	29,521	1,575	-	\$ (1,575)	-100.00%
Sale of Assets	(6,267)	29,012	75	-	\$ (75)	-100.00%
Operating Transfer In	-	-	-	-	\$ -	0.00%
Total Operating Revenue	<u>13,701,410</u>	<u>14,566,247</u>	<u>15,164,845</u>	<u>15,628,634</u>	\$ 463,789	3.06%
OTHER SOURCES OF FUNDS						
CAPACITY RELATED FUNDS						
Annex and Capital Facility Charges	39,580	228,625	-	-	\$ -	0.00%
Interest on Connection Fees	451	242	124	300	\$ 176	141.25%
Total Capacity Related Revenue	<u>40,031</u>	<u>228,867</u>	<u>124</u>	<u>300</u>	\$ 176	141.25%
GENERAL CONSTRUCTION FUNDS						
Property Tax	856,873	890,205	888,554	890,000	\$ 1,446	0.16%
Operating Transfer In	-	-	-	-	\$ -	0.00%
	<u>856,873</u>	<u>890,205</u>	<u>888,554</u>	<u>890,000</u>	\$ 1,446	0.16%
OTHER SOURCES						
Marin Municipal Water District	436,837	455,057	463,145	463,353	\$ 208	0.04%
2017 Bond Sale	41,039,514	-	-	-	\$ -	0.00%

**LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 REVENUE & FUNDS BUDGET
Approved June 6, 2019**

FUNDS AVAILABLE	2016-17 Final Actual	2017-18 Final Actual	2018-19 Projected Actual	2019-2020 Approved Budget	Change	% Change from PY
2019 Ibank Loan			12,000,000	-	\$ (12,000,000)	-100.00%
Federal Grant	-	-	169,004	847,150	\$ 678,147	401.26%
State Grant	-	362,033	-	-	\$ -	0.00%
	<u>41,476,351</u>	<u>817,090</u>	<u>12,632,149</u>	<u>1,310,503</u>	\$ (11,321,646)	-89.63%
UTILIZATION OF BOND FUNDS AND RESERVES						
Reserves	366,256	-	-	-	\$ -	
Private Sewer Lateral Assistance Funds	-	-	-	-	\$ -	
Prior Year Capital Project Carryover	4,046,259	1,359,494	-	10,552,150	\$ 10,552,150	0.00%
Construction Project Reserve		791,158		-	\$ -	0.00%
Interest Earned on Unspent Bond Funds		567,986	709,744	580,000	\$ (129,744)	-18.28%
Transfers from Bond Fund	65,955	-	-	39,592,193	\$ 39,592,193	0.00%
Marin Lagoon Reserve Fund	-	13,580	74,000	74,000	\$ -	0.00%
Captains Cove Reserve Fund	-	236	2,695	2,695	\$ -	0.00%
Capital Facilities Fund	350,056	300,300	-	-	\$ -	0.00%
	<u>4,828,526</u>	<u>3,032,754</u>	<u>786,439</u>	<u>50,801,039</u>	\$ 50,014,600	6359.63%
					\$ -	
TOTAL FUNDS AVAILABLE FOR EXPENDITURES	\$ 60,903,191	\$ 19,535,163	\$ 29,472,111	\$ 68,630,476	\$ 39,158,364	132.87%

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LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019

Overall Summary of Expenses

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Approved Budget	Increase Over Projection	Percent Change from Prior Year
Total Employee Wages	2,523,313	2,762,763	2,690,528	3,037,074	\$ 346,545	12.88%
Total Employee Benefits	1,235,695	1,259,817	1,598,842	1,602,445	\$ 3,603	0.23%
Total Insurance Expense	146,770	145,909	159,950	173,780	\$ 13,830	8.65%
Total Repairs and Maintenance	353,808	466,690	339,700	611,000	\$ 271,300	79.86%
Total Small Tools & Supplies	324,387	260,533	345,906	391,442	\$ 45,536	13.16%
Total Contracted Services	719,755	685,508	725,021	987,100	\$ 262,079	36.15%
Total Utilities	351,917	203,649	238,011	197,805	\$ (40,206)	-16.89%
Total General & Administrative	<u>271,179</u>	<u>342,752</u>	<u>278,829</u>	<u>347,370</u>	\$ 68,541	24.58%
OPERATING EXPENSE TOTALS	<u>\$ 5,926,824</u>	<u>\$ 6,127,621</u>	<u>\$ 6,376,788</u>	<u>\$ 7,348,015</u>	\$ 971,227	15.23%

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LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
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Employee Wages & Benefits Expenses

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
1003	Regular Staff Salaries	2,252,470	2,458,142	2,389,273	2,761,056	\$ 371,784	15.56%
1008	Over Time	87,008	83,452	90,951	75,607	(15,343)	-16.87%
1009	Vacation and Sick Accrual	51,592	67,515	37,796	39,000	1,204	3.19%
1010	Stand By	76,396	78,263	100,490	87,030	(13,460)	-13.39%
1036	Directors Salary	55,847	75,391	72,020	74,380	2,361	3.28%
1037	Directors Benefits	9,000	8,400	9,713	5,690	(4,022)	-41.41%
1404	Payroll Taxes	178,182	191,210	210,491	208,702	(1,789)	-0.85%
∞ 1502	Group Life Insurance	5,462	5,683	6,789	6,094	(695)	-10.24%
1507 & 1506	PERS	350,789	340,354	562,116	592,455	30,339	5.40%
1509	Health Insurance	551,337	550,689	649,770	602,629	(47,141)	-7.26%
1516	Long Term Disability	17,786	19,686	23,439	23,091	(348)	-1.49%
2006	Auto Allowance	12,730	10,338	10,592	19,259	8,666	81.82%
2007	Commute Stipend	28,037	28,845	36,345	35,626	(719)	-1.98%
1006	Payroll Processing	9,657	9,466	10,727	10,500	(227)	-2.11%
2477	Conferences	46,090	64,232	37,940	56,000	18,060	47.60%
2479	Mileage and Travel	5,881	8,025	8,759	10,800	2,041	23.30%
9786	Employee Recognition	2,481	6,616	6,883	6,000	(883)	-12.82%
9787	Employee Training and Educatic	18,263	16,273	25,279	25,600	321	1.27%
	Total Employee Expense	\$ 3,759,008	\$ 4,022,580	\$ 4,289,371	\$ 4,639,519	350,148	8.16%

LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019

Insurance Expenses

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
1701	Workers' Comp Insurance	41,785	41,159	46,000	48,482	\$ 2,482	5.40%
1702	Unemployment Insurance	-	-	-	-		
2060	Pooled Liability Insurance	103,753	103,800	113,000	124,300	11,300	10.00%
2061	Fidelity Bond	1,232	950	950	998	48	5.00%
	Total Insurance Expense	<u>\$ 146,770</u>	<u>\$ 145,909</u>	<u>\$ 159,950</u>	<u>\$ 173,780</u>	13,830	8.65%

LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019

Repairs and Maintenance Expense

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
2083	Vehicle Parts & Maintenance	42,093	52,880	62,426	51,500	\$ (10,926)	-17.50%
2096	Building maintenance	12,117	15,317	6,620	35,000	\$ 28,380	428.70%
2097	Grounds Maintenance	7,161	21,410	25,471	40,000	\$ 14,529	57.04%
2538	Power Generation Maint & Repa	3,748	2,418	70,505	87,000	\$ 16,495	23.40%
2332	Reclamation Maintenance			6,609	25,000	\$ 18,391	278.27%
2365	Equipment Maintenance	50,442	35,848	80,599	115,000	\$ 34,401	42.68%
2366	Equipment Repair	71,465	72,211	31,070	104,500	\$ 73,430	236.34%
2367	Capital Repairs/Replacements	166,782	266,606	56,399	153,000	\$ 96,601	171.28%
	Total Repairs and Maintenance	<u>\$ 353,808</u>	<u>\$ 466,690</u>	<u>\$ 339,700</u>	<u>\$ 611,000</u>	\$ 271,300	79.86%

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LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019

Contract Services Expense

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
2322 & 2326	Outside Services	17,111	16,721	18,843	269,500	\$ 250,657	1330.22%
2119	Pollution Prevention Program	16,905	12,264	8,981	12,500	\$ 3,519	39.19%
2117	Lab Contract Services	50,748	37,425	38,000	43,000	\$ 5,000	13.16%
2102	Special Monitoring/Pilot Testing	2,800	-	-	-	\$ -	
2324	Janitorial	9,771	11,557	17,500	12,000	\$ (5,500)	-31.43%
2325	Aquatic Review	3,536	3,421	3,008	3,800	\$ 792	26.32%
2327	Uniform Service	4,913	6,005	5,914	6,500	\$ 586	9.91%
2330	Damage Claim	992	407	17,214	10,000	\$ (7,214)	-41.91%
2334	Sludge Disposal (Inject)	47,984	67,573	67,565	69,500	\$ 1,935	2.86%
2357	Regulatory Consultant (Environmental)	158,591	80,414	168,064	177,300	\$ 9,236	5.50%
2358	Engineering Consultant (General Small)	27,337	73,106	15,767	15,000	\$ (767)	-4.86%
2801	Lateral Rehab Assistance Program	116,091	52,406	95,000	100,000	\$ 5,000	5.26%
2713	Legal	195,643	197,981	120,000	120,000	\$ -	0.00%
2717	Audit	30,570	25,570	25,635	28,000	\$ 2,365	9.23%
2360	Consultants	36,763	100,658	123,530	120,000	\$ (3,530)	-2.86%
	Total Contracted Services	<u>\$ 719,755</u>	<u>\$ 685,508</u>	<u>\$ 725,021</u>	<u>\$ 987,100</u>	\$ 262,079	36.15%

**LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019**

Small Tools & Supplies Expense

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
2107	Hypochlorite	45,585	39,888	63,219	54,000	\$ (9,219)	-14.58%
2110	Bisulfite	57,425	35,755	58,260	46,000	\$ (12,260)	-21.04%
2109	Miscellaneous Chemicals	88,131	62,975	97,700	117,000	\$ 19,300	19.75%
2362	General Operating Supplies	52,110	44,017	41,846	52,100	\$ 10,254	24.51%
2501	Fuel & Oil	26,380	23,420	27,839	28,992	\$ 1,153	4.14%
2389	Safety Equipment & Supplies	22,775	20,054	26,317	32,350	\$ 6,033	22.93%
2397	Safety Services	28,720	28,619	29,892	53,000	\$ 23,108	77.31%
2249	Small Tools	3,261	5,805	834	8,000	\$ 7,166	859.61%
	Total Small Tools & Supplies	<u>\$ 324,387</u>	<u>\$ 260,533</u>	<u>\$ 345,906</u>	<u>\$ 391,442</u>	\$ 45,536	13.16%

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**LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019**

Utilities Expense

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
2535	Utility Power	314,316	161,943	187,994	154,300	\$ (33,694)	-17.92%
2534	Telephone	32,704	33,072	40,890	33,505	\$ (7,385)	-18.06%
2536	Water	<u>4,897</u>	<u>8,634</u>	<u>9,127</u>	<u>10,000</u>	\$ 873	9.56%
	Total Utilities	<u>\$ 351,917</u>	<u>\$ 203,649</u>	<u>\$ 238,011</u>	<u>\$ 197,805</u>	\$ (40,206)	-16.89%

LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET
Approved June 6, 2019

General & Administrative Expense

Acct. Num.	Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
2129	Election	1,043	-	25,000	25,000	\$ -	0.00%
2133	Office Supplies	16,432	14,072	15,549	15,620	\$ 71	0.46%
2716	Computer Support and Supplies	40,418	121,468	76,432	84,500	\$ 8,068	10.56%
2135	Bank Charges	2,574	1,594	114	1,500	\$ 1,386	1215.79%
9778	User Charge Collection Fee	32,908	33,379	30,000	35,000	\$ 5,000	16.67%
2221	Publication and Legal Ads	13,779	12,128	11,663	15,000	\$ 3,338	28.62%
2223	Public Education and Outreach	33,462	34,037	40,000	65,000	\$ 25,000	62.50%
24 2264	Taxes, Other	7,766	8,917	3,883	9,000	\$ 5,117	131.76%
2272	Memberships	44,083	44,810	44,078	56,000	\$ 11,923	27.05%
2363	Permits	48,604	55,985	19,812	23,250	\$ 3,438	17.35%
2364	Fines	9,000	-	-	-	\$ -	
2246	Rents and Leases	21,008	16,362	11,284	16,500	\$ 5,216	46.22%
9999	Miscellaneous expense	102	-	1,014	1,000	\$ (14)	-1.38%
	Total General & Administrative	<u>\$ 271,179</u>	<u>\$ 342,752</u>	<u>\$ 278,829</u>	<u>\$ 347,370</u>	\$ 68,541	24.58%

LAS GALLINAS VALLEY SANITARY DISTRICT

2019-20 DEBT SERVICE BUDGET

Approved June 6, 2019

					Total Payout	Interest
	Source of Funds	2016-17 Total Actual	2017-18 Total Actual	2018-19 Projected Actual	2019-20 Approved Budget	2019-20 Approved Budget
2005 Certificates of Participation/ Refunded 2014	Gen Fund	\$ 689,876	\$ 697,963	\$ 690,473	\$ 692,488	\$ 137,488
2019 IBank Loan	Loan Reserve				623,197	258,063
2010 State Revolving Fund Loan	Gen Fund	285,464	285,464	285,464	285,464	83,564
2011 Bank of Marin Loan	Gen Fund	332,681	332,682	332,682	332,681	112,764
2012 Bank of Marin Loan	Gen Fund	235,346	235,346	235,346	235,346	20,113
2017 Revenue Bonds ⁽¹⁾	Loan Reserve	-	2,369,505	2,446,600	2,448,600	1,458,600
		-	-	-	-	-
		<u>\$ 1,638,401</u>	<u>\$ 3,920,960</u>	<u>\$ 3,990,565</u>	<u>\$ 4,617,777</u>	<u>\$ 2,070,592</u>
				2018-19	2019-20	2019-20
				Total Payout	Total Payout	Interest
	Gen Fund			1,543,965	1,545,980	353,929
	Loan Reserve			2,446,600	3,071,797	1,716,663
				<u>3,990,565</u>	<u>4,617,777</u>	<u>2,070,592</u>
					2,547,185	

(1) Includes treatment plant upgrade, recycled water treatment plant expansion and operations control center.
(2) Per Board action on May 25, 2017, the amounts collected for the treatment plant upgrade and operations control center projects prior to the bonds being issued will be reclassified as Reserves and are reflected in the Reserve Budget for all years presented.

Las Gallinas Valley Sanitary District

Loans Payable Balance Estimates & Details at 06/30/2019

Note Payable	Started	Reason for Loan	End Date	Years	Interest %	Original Amount	Secured by:	Debt Coverage	Audited Balance @ June 30, 2018	Estimated Balance @ June 30, 2019
Bank of Marin #1	6/10/2011	Recycled Water Facility	6/10/2031	20.01	3.88%	\$ 4,600,000.00	Constructed Asset	1.20%	\$ 3,380,751.97	\$ 3,177,436.06
Bank of Marin #2	7/27/2012	Recycled Water Facility	8/10/2022	10.04	3.25%	\$ 2,000,000.00	Constructed Asset	1.20%	\$ 915,027.78	\$ 706,711.66
City National Bank for Municipal Finance Corporation	4/1/2014	Refinance 2005 COP⁽¹⁾ (Certificates of Participation) Bonds	6/1/2025	11.18	3.30%	\$ 6,880,000.00	Net Revenues	1.15%	\$ 4,978,800.00	\$ 4,443,800.00
State Water Resources Control Board State Revolving fund	11/1/2012	Construction	6/1/2032	19.59	2.70%	\$ 3,778,805.82	Constructed Asset	1.20%	\$ 3,291,572.00	\$ 3,094,980.65
US Bank 2017 Revenue Bonds	4/28/2017	Bonds for Construction	4/1/2042	24.94	3.30%	\$38,365,000.00	Net Revenues	1.25%	\$ 37,415,000.00	\$ 36,465,000.00
Premium on 2017 Bonds	4/1/2017	Revenue Bonds	4/1/2042	25.02					\$ 2,882,139.00	\$ 2,882,139.00
California Infrastructure & Economic Developmental Bank for I-Bank Loan	5/1/2019	Construction	5/1/2039	20.01	3.00%	\$12,000,000.00	Net Revenue	1.25%	\$ -	\$ 12,000,000.00
TOTAL DEBT									<u>\$ 52,863,290.75</u>	<u>\$ 58,885,919.65</u>

1. Certificates of Participation:

A municipal government will typically issue [muni bonds](#) from which the proceeds from the bond investors will be used to undergo a project. The certificate of participation is an alternative to municipal bonds in which an investor buys a share in the improvements or infrastructure the government entity intends to fund. The authority usually uses the proceeds from a COP to construct a facility that is leased to the municipality, releasing the municipality from restrictions on the amount of debt that they can incur. The COP contrasts with a bond, in which the investor loans the government or municipality money in order to make these improvements.

LAS GALLINAS VALLEY SANITARY DISTRICT
REVENUE, EXPENSES, DEBT SERVICE COVERAGE
Approved June 6, 2019

Revenue Description	2017-18 Final Actual	2018-19 Projected Actual	2019-2020 Approved Budget	Change	% Change from PY
OPERATING REVENUE					
User Charges	\$ 13,634,548	\$ 14,220,000	\$ 14,602,912	\$ 382,912	2.69%
Educational Revenue Augmentation Fund	372,411	319,000	325,000	\$ 6,000	1.88%
Recycled Water	61,080	39,000	42,000	\$ 3,000	7.69%
Franchise Fees	25,000	70,000	149,422	\$ 79,422	113.46%
Inspections/Permits/Application Fee	11,678	22,038	8,500	\$ (13,538)	-61.43%
Interest-Bank	425	531	500	\$ (31)	-5.89%
Interest on All Reserves	269,180	1,112,198	980,300	\$ (131,898)	-11.86%
Suppl. Property Tax Assess.	27,670	13,000	16,000	\$ 3,000	23.08%
Homeowner Property Tax Relief	4,354	3,240	4,300	\$ 1,060	32.70%
Private Sewer Lateral Assistance Program	101,368	87,721	80,000	\$ (7,721)	-8.80%
Reimbursement for Lateral Repairs		0	0	\$ -	0.00%
Miscellaneous Revenue	29,521	1,575	-	\$ (1,575)	-100.00%
Sale of Assets	29,012	75	-	\$ (75)	-100.00%
Operating Transfer In	-	-	-	\$ -	0.00%
TOTAL OPERATING REVENUES	<u>14,566,247</u>	<u>15,888,378</u>	<u>16,208,934</u>	\$ 320,555	2.02%
Property Tax	890,205	888,554	890,000	\$ 1,446	0.16%
Marin Municipal Water District	<u>455,057</u>	<u>463,145</u>	<u>463,353</u>	\$ 208	0.04%
Net Revenues	<u>15,911,509</u>	<u>17,240,078</u>	<u>17,562,287</u>		
TOTAL OPERATING EXPENDITURES	<u>\$ 6,127,621</u>	<u>6,376,788</u>	<u>7,348,015</u>	\$ 971,227	
NET POSITION	<u>\$ 9,783,888</u>	<u>\$ 10,863,290</u>	<u>\$ 10,214,271</u>	\$ (649,018)	
DEBT EXPENDITURES	<u>\$ 3,920,960</u>	<u>\$ 3,990,565</u>	<u>\$ 4,617,777</u>	\$ 627,212	
Convenant Regarding Gross Revenues	<u>250%</u>	<u>272%</u>	<u>221%</u>		
	125% Requirement				

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**LAS GALLINAS VALLEY SANITARY DISTRICT
2019-20 RESERVE FUNDING BUDGET
Approved June 6, 2019**

Expenditure	2016-17 Total Actual	2017-18 Adopted Budget	2018-19 Revised Budget	2019-20 Approved Budget
Working Cash Flow	\$ 126,408	\$ 158,045	\$ 166,286	\$ 166,286
Emergency Repair ⁽¹⁾	43,622	-	-	1,000,000
Capital Reserves				
Undesignated	111,536	139,451	\$ 146,722	\$ 146,722
Plant Upgrade and Recycled Water Treatment Plant Expansion Projects	2,591,715	301,210	224,115	222,115
Capacity Fund	-	-	300	300
Captains Cove	-	5,060	-	-
Marin Lagoon	6,263	9,695	-	-
MMWD Recycled Water Facility Buy in	333,563	-	-	-
Equipment Reserves				1,000,000
MMWD Debt Reimbursement				
Bank of Marin	-	206,549	206,549	206,549
2017 Revenue Bonds	-	248,509	256,595	256,804
	<u>\$ 3,213,107</u>	<u>\$ 1,068,519</u>	<u>\$ 1,000,567</u>	<u>\$ 2,998,776</u>

(1) These are reserves not taken into account in the CIP worksheet.

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2019-2020 CAPITAL PROJECTS SUMMARY

FUNDING SOURCE

DEPARTMENT	PROJ#	CAPITAL OUTLAY DESCRIPTION	Type	Expenditures		FUNDING SOURCE				Available			
				2018-19	2019-20	Carryover		General Fund			Total		
				Previous Yr	Approved	2018-2019 Projects	Bond Fund Reserve	Grants	Bond Fund Reserve			Reserves (Allocated)	Reserves (Unallocated)
100 ADMINISTRATION													
	4361	19100-01 PHONE SYSTEM	E	20,000									
	4306	19100-02 ROOF REPLACEMENT	R	107,480									
	4307	19100-03 HVAC SYSTEM REPLACEMENT	E	70,000									
Finance		20100-01 INTEGRATED FINANCIAL SOFTWARE-ASM	S		100,000					100,000	100,000	125,000	
4306 GM		20100-02 ADMINISTRATION BUILDING	F		100,000					100,000	100,000	10,100,000	
4801 GM		20100-03 REDESIGN OF OFFICES IN ADMIN BUILDING	E		20,000					20,000	20,000	20,000	
GM		20100-04 GENERAL MANAGER AUTO	V	40,000									
4362 GM		20100-05 MASTER PLAN (2018-19 Funds from Collections 19200-04)	C	200,000	200,000					200,000	400,000	1,000,000	
ADMINISTRATION SUMMARY				437,480	420,000								
125-ENGINEERING													
Engineering	20125-01	On-Call Construction Contract	C		100,000						100,000	100,000	500,000
200 COLLECTION SYSTEM													
4377 Engineering	11200-03	JOHN DUCKETT SEWAGE MAIN CAPACITY AND STORAGE	I	8,413,900		6,728,443						6,728,443	8,928,443
4153 Collections	19200-01	SEWER MAIN REHABILITATION - 2018	I	2,053,167		379,803						379,803	2,053,167
4153 Collections	20200-01	SEWER MAIN REHABILITATION -2020-2024	I										5,000,000
4153a Collections	17200-03	GIS SOFTWARE IMPLEMENTATION-UPGRADE EXISTING	S	1,740		1,740						1,740	21,740
4153b Collections	18200-01	SEWER MAIN REHABILITATION 2018	I	8,580									8,580
4240 Collections	19200-02	MANHOLE/ROD HOLE REPAIR AND REPLACEMENT	I	94,510	50,000					50,000	50,000	344,510	
4488 Collections	19200-03	VACTOR	V	285,000	40,000	285,000				40,000	325,000	325,000	
4808 Moved	19200-04	COLLECTIONS SYSTEM MASTER PLAN (Moved to Admin)	C										
Engineering	11200-03	Marinwood Trunk Sewer Repair	I		300,000						300,000	300,000	
Collections	20200-03	VEHICLE - PER GUIDE DOG AGREEMENT	V		145,000					112,669	32,331	145,000	
COLLECTION SYSTEM SUMMARY				10,856,897	535,000								
300 PUMP STATIONS/FRC MANS													
4492	12300-05	RAFAEL MEADOWS PUMP STATION	I		100,000						100,000	100,000	600,000
4801	14300-05	FORCE MAIN REPAIR/REPLACEMENT	I	1,838,145		1,838,145					1,838,145	1,838,145	
	19300-01	SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA)	S	27,099								27,099	
	19300-02	PUMP STATION PANEL UPGRADES AND REPLACEMENTS	R										
4481	18360-01	MARIN LAGOON PUMP STATION	I	193,115		193,115					193,115	193,115	
4801	18300-05	HAWTHORNE PUMP STATION FENCING-REPLACEMENT	R	75,000		75,000					75,000	75,000	
4801	18300-06	TRASH PUMP 6"-EMERGENCY BYPASS PUMPS	E	97,500								97,500	
4801	18300-07	TRASH PUMP 8"-EMERGENCY BYPASS PUMPS	E	105,000								105,000	
4801	18300-08	RED FLAG PREP - EMERGENCY GENERATORS	E										
4265	18350-01	CAPTAINS COVE PUMP STATION UPGRADES-UPGRADE AL	R	29,765		29,765					29,765	29,765	
PUMP STATIONS / FORCE MAINS SUMMARY				2,365,624	100,000								
500 RECLAMATION													
4412	11500-09	MILLER CREEK - REPAIR, MAINTAIN & MODIFY	I	326,376	78,000						78,000	78,000	78,000
4412	17500-05	MCINNIS MARSH RESTORATION	I	100,000		100,000					100,000	100,000	
	21500-01	LEVEE MAINTENANCE	I									275,000	
4332	18500-02	NORTH BAY WATER REUSE AUTHORITY AND	I	38,000								38,000	
Plant	20500-01	PASTURE IRRIGATION PUMP REBUILDS	R		40,000						40,000	40,000	
	20500-02	STORAGE POND SLUICE GATE REPLACE OR REPAIR	R		30,000						30,000	30,000	
Plant/Engineer	20500-03	ST. VINCENT P..S. DISCHARGE PIPE LEVEE REPAIR	R		50,000						50,000	50,000	
Plant	20500-04	SHARP SOLAR PANEL REPLACEMENT PROJECT	R		100,000						100,000	100,000	
Plant	20500-05	MARSH POND VEGETATION REMOVAL	I		150,000						150,000	150,000	
Plant	20300-06	SPARE 10HP FLYGT SUBMERSIBLE PUMP	E		10,000						10,000	10,000	
Plant	20300-07	BYPASS PUMP CONNECTION COMPONENTS AND PIPE	E		40,000						40,000	40,000	
Engineering	20300-09	SMITH RANCH P.S. FLOW METER VAULT SUMP PUMP	E		15,000						15,000	15,000	
RECLAMATION SUMMARY				464,376	513,000								
600 TREATMENT PLANT													
4142	12600-02	PLANT IMPROVEMENTS 2018	I	840,000	71,000	118,860					71,000	792,140	792,140
4225	12600-07	SECONDARY PLANT UPGRADES	I	8,616,010	24,362,737	3,724,272					29,254,474	44,923,034	
4161 Canopy/Engine	14600-04	BIOGAS ENERGY RECOVERY SYSTEM	I	247,498			4,891,738		24,362,737				
4161	19600-01	SUPERVISORY CONTROL AND DATA ACQUISITION	S	27,099								27,099	
	19600-02	MISCELLANEOUS PLANT EQUIPMENT	E	12,500								12,500	
Plant	20600-01	INFLUENT SCREEN OVERHAUL - 2	I		130,000						130,000	130,000	
Plant	20600-02	LAB CABINET REHAB FOR DISHWASHER AND SINK	E		10,000						10,000	10,000	
Engineering	20600-03	CANOPY INSTALLATION - CNG FUELING	F		150,000						150,000	150,000	
	20600-04	FLOW EQUALIZATION BASIN	F		400,000						400,000	4,900,000	
TREATMENT PLANT SUMMARY				9,743,107	25,123,737								
650 TERTIARY FACILITY													
4286	18650-02	UV PIPING REPAIR	I	240,000									240,000

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2019-2020 CAPITAL PROJECTS SUMMARY

FUNDING SOURCE

DEPARTMENT	PROJ#	CAPITAL OUTLAY DESCRIPTION	Type	2018-19	2019-20	Expenditures	Carryover		General Fund			Available		
							2018-2019 Projects	Bond Fund Reserve	Grants	Bond Fund Reserve	Reserves (Allocated)		Reserves (Unallocated)	Total
4250	19650-01	SUPERVISORY CONTROL AND DATA ACQUISITION-	S	27,099								27,099		
4501	16650-02	RECYCLED WATER FACILITY EXPANSION	I	6,591,160	4,299,306	552,747		6,038,413	847,150	4,299,306		11,184,869	13,102,759	
				-								-		
	TERTIARY FACILITY SUMMARY			6,858,259	4,299,306							-		
	TOTALS			30,725,743	31,091,043		10,552,150	10,930,150	847,150	28,662,043	112,669	2,316,331	53,420,494	
	NEEDED FOR FUTURE INFRASTRUCTURE PROJECTS						6,892,691							
		CAPITAL OUTLAY DESCRIPTION	Type	2018-19	2019-20	Expenditures	2018-2019 Projects	Bond Fund Reserve	Grants	Bond Fund Reserve	Reserves (Allocated)	Reserves (Unallocated)	Total	Available
		Capital Expenditures by Category:												
		Capital Funding by Category:												
		Infrastructure	I	29,600,461	29,541,043		9,960,645	10,930,150	847,150	28,662,043	-	879,000	51,278,989	
		Vehicle	V	325,000	185,000		285,000	-	-	-	112,669	72,331	470,000	
		Facility	F	-	650,000		-	-	-	-	-	650,000	650,000	
		Equipment	E	305,000	95,000		-	-	-	-	-	95,000	95,000	
		Software	S	83,037	100,000		1,740	-	-	-	-	100,000	101,740	
		Repair	R	212,245	220,000		104,765	-	-	-	-	220,000	324,765	
		Contract	C	200,000	300,000		200,000	-	-	-	-	300,000	500,000	
		Total Capital Projects		30,725,743	31,091,043		10,552,150	10,930,150	847,150	28,662,043	112,669	2,316,331	53,420,494	
				-	-		-	-	-	-	-	-	-	
												31,091,043		
		Allocation of Big Project Costs												
			Alloc.											
		SECONDARY PLANT UPGRADES	85.0%	8,616,010	24,362,737									
		RECYCLED WATER FACILITY EXPANSION	15.0%	6,591,160	4,299,306									
		Total		15,207,170	28,662,043									

Capital Outlay

A Summary of Capital Projects for the 2019-20 Fiscal Year Budget is listed below. See the separate Capital Outlay Budget detail for the list of projects and summary descriptions.

CAPITAL OUTLAY DESCRIPTION	Type	2018-19	2019-20	Expenditures	2018-2019 Projects	Bond Fund Reserve	Grants	Bond Fund Reserve	Reserves (Allocated)	Reserves (Unallocated)	Total
Capital Expenditures by Category:					Capital Funding by Category:						
Infrastructure	I	29,600,461	29,541,043		9,960,645	10,930,150	847,150	28,662,043	-	879,000	51,278,989
Vehicle	V	325,000	185,000		285,000	-	-	-	112,669	72,331	470,000
Facility	F	-	650,000		-	-	-	-	-	650,000	650,000
Equipment	E	305,000	95,000		-	-	-	-	-	95,000	95,000
Software	S	83,037	100,000		1,740	-	-	-	-	100,000	101,740
Repair	R	212,245	220,000		104,765	-	-	-	-	220,000	324,765
Contract	C	200,000	300,000		200,000	-	-	-	-	300,000	500,000
Total Capital Projects		30,725,743	31,091,043		10,552,150	10,930,150	847,150	28,662,043	112,669	2,316,331	53,420,494

2019-2020 PROJECT SHEET

Proj. #: 20100-02

Project: Administration Building

Project Lead: Mike Cortez

Dept.: Administration

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	3	0	3

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Site Investigation		\$100,000					\$100,000
Design Cost			\$200,000	\$200,000			\$400,000
Construction Cost					\$5,000,000	\$4,600,000	\$9,600,000
							\$0
TOTAL COST	\$0	\$100,000	\$200,000	\$200,000	\$5,000,000	\$4,600,000	\$10,100,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$100,000	\$200,000	\$200,000	\$5,000,000	\$4,600,000	\$10,100,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$100,000	\$200,000	\$200,000	\$5,000,000	\$4,600,000	\$10,100,000

1. Briefly Describe and provide justification for this Capital Project Request.

Design and construct a new administration building.

2. Describe the project status and completed work.

Start site investigation in FY 2020.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20100-04**

Project: **Master Plan**

Project Lead: **Mike Cortez**

Dept.: **Administration**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Consulting Services	\$200,000	\$200,000	\$300,000	\$300,000			\$1,000,000
							\$0
							\$0
							\$0
TOTAL COST	\$200,000	\$200,000	\$300,000	\$300,000	\$0	\$0	\$1,000,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL	
CIP	\$200,000	\$200,000	\$300,000	\$300,000			\$1,000,000	
	(Note: FY 2019 Funds from Collections Project #19200-04)							\$0
TOTAL FUNDING SOURCES	\$200,000	\$200,000	\$300,000	\$300,000	\$0	\$0	\$1,000,000	

1. Briefly Describe and provide justification for this Capital Project Request.

Development of an Integrated Wastewater Master Plan.

2. Describe the project status and completed work.

Development of Master Plan RFP in progress.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20125-01**

Project: **On-Call Construction Contract**

Project Lead: **Mike Cortez**

Dept.: **Engineering**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
On-Call Construction Contract		\$200,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
							\$0
							\$0
							\$0
TOTAL COST	\$0	\$200,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$200,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$200,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000

1. Briefly Describe and provide justification for this Capital Project Request.

On-Call Construction Contract

2. Describe the project status and completed work.

Start by end of FY 2019.

3. Describe any anticipated grants related to the project.

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **11200-03**

Project: **John Duckett Sewage Main Capacity and Storage**

Project Lead: **Mike Cortez**

Dept.: **Collection System**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	3	0	3

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
GHD Design Expenditures thru 4/4/2019	\$116						\$116
Remaining GHD Design Contract		\$453,870					\$453,870
Construction Cost			\$5,000,000	\$5,000,000			\$10,000,000
Project Contingency		\$113,467					\$113,467
TOTAL COST	\$116	\$567,337	\$5,000,000	\$5,000,000	\$0	\$0	\$10,567,453

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Prop 218	\$8,413,900		\$1,100,000	\$1,100,000			\$10,613,900
							\$0
TOTAL FUNDING SOURCES	\$8,413,900	\$0	\$1,100,000	\$1,100,000	\$0	\$0	\$10,613,900

1. Briefly Describe and provide justification for this Capital Project Request.

Project will include the design for deepening of the Duckett pump station, eliminating the visible Gallinas Creek crossing and a new Highway 101 crossing.

2. Describe the project status and completed work.

Project is on hold, pending development of Master Plan.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **19200-01**

Project: **Sewer Main Rehabilitation 2018**

Project Lead: **Mike Cortez**

Dept.: **Collection System**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Original Construction Contract	\$1,188,002						\$1,188,002
Construction Change Orders	\$109,771						\$109,771
Labor Compliance	\$6,864						\$6,864
CM & Inspection Services	\$186,212						\$186,212
Quail Hill CIPP Sewer Rehabilitation	\$182,516						\$182,516
Mulligan Trunk Sewer Point Repair	\$8,420						\$8,420
TOTAL COST	\$1,681,784	\$0	\$0	\$0	\$0	\$0	\$1,681,784

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Prop 218 & CIP	\$2,053,167						\$2,053,167
							\$0
TOTAL FUNDING SOURCES	\$2,053,167	\$0	\$0	\$0	\$0	\$0	\$2,053,167

1. Briefly Describe and provide justification for this Capital Project Request.

Annual sewer system rehabilitation: Garden Ave, Corrillo Dr, John Duckett Pump Station Easement, Beechnut Ct Easement, Channing Way, & Montecillo Rd.

2. Describe the project status and completed work.

Project is complete, with the exception of Change Order and payment processing.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20200-01**

Project: **Sewer Main Rehabilitation 2020-2024**

Project Lead: **Mike Cortez**

Dept.: **Collection System**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost			\$2,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000
							\$0
							\$0
							\$0
							\$0
TOTAL COST	\$0	\$0	\$2,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Prop 218 & CIP			\$2,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$0	\$2,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000

1. Briefly Describe and provide justification for this Capital Project Request.

Trenchless or open-cut rehabilitation of pipelines with known maintenance and capacity issues.

2. Describe the project status and completed work.

N/A

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: 11200-03

Project: Marinwood Trunk Sewer Repair

Project Lead: Mike Cortez

Dept.: Collection System

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Contract	\$250,000						\$250,000
Project Contingency		\$50,000					\$50,000
							\$0
							\$0
TOTAL COST	\$250,000	\$50,000	\$0	\$0	\$0	\$0	\$300,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Prop 218		\$300,000					\$300,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000

1. Briefly Describe and provide justification for this Capital Project Request.

Structural repair of highway undercrossing.

2. Describe the project status and completed work.

Received one bid, pending award of contract.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **12300-05**

Project: **Rafael Meadows Pump Station**

Project Lead: **Mike Cortez**

Dept.: **Pump Stations/Force Mains**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	3	0	3

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost			\$500,000				\$500,000
Engineering Services		\$100,000					\$100,000
							\$0
							\$0
TOTAL COST	\$0	\$100,000	\$500,000	\$0	\$0	\$0	\$600,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$100,000	\$500,000				\$600,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$100,000	\$500,000	\$0	\$0	\$0	\$600,000

1. Briefly Describe and provide justification for this Capital Project Request.

Upgrade of existing electrical facilities, installation of permanent standby generator, security fencing, storm drainage system, and water line at the PS. Project includes tree removal/planting, site regrading and AC paving, and installation of LED site lighting.

2. Describe the project status and completed work.

In coordination with City of San Rafael.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **14300-05**

Project: **Force Main Repair/Replacement**

Project Lead: **Mike Cortez**

Dept.: **Pump Stations/Force Main**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	3	0	3

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost			\$750,000	\$750,000			\$1,500,000
Engineering Services		\$200,000					\$200,000
							\$0
							\$0
TOTAL COST	\$0	\$200,000	\$750,000	\$750,000	\$0	\$0	\$1,700,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP	\$1,838,145						\$1,838,145
							\$0
TOTAL FUNDING SOURCES	\$1,838,145	\$0	\$0	\$0	\$0	\$0	\$1,838,145

1. Briefly Describe and provide justification for this Capital Project Request.

Replace or repair existing force main to the treatment plant and installation of redundant line for summer and winter flows.

2. Describe the project status and completed work.

Design completed at 50%. Project is on hold pending development of Master Plan and granting of easements from the Silveiras.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: 18360-01

Project: Marin Lagoon Pump Station

Project Lead: Mike Cortez

Dept.: Pump Stations/Force Main

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost		\$100,000					\$100,000
Engineering Services	\$15,920						\$15,920
2017-2018 Expenditures	\$13,580						\$13,580
							\$0
TOTAL COST	\$29,500	\$100,000	\$0	\$0	\$0	\$0	\$129,500

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Marin Lagoon Special Assessment	\$193,115						\$193,115
CIP							\$0
	\$177,195						
TOTAL FUNDING SOURCES	\$370,310	\$0	\$0	\$0	\$0	\$0	\$193,115

1. Briefly Describe and provide justification for this Capital Project Request.

Pump station control cabinets need to be upgraded due to deterioration, corrosion, and aging of the infrastructure.

2. Describe the project status and completed work.

Design completed at 65%.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: 18300-05

Project: Hawthorne Pump Station Fencing

Project Lead: Mike Cortez

Dept.: Pump Stations/Force Main

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost		\$65,000					\$65,000
Engineering Services		\$10,000					\$10,000
							\$0
							\$0
TOTAL COST	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP	\$75,000						\$75,000
							\$0
TOTAL FUNDING SOURCES	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000

1. Briefly Describe and provide justification for this Capital Project Request.

Replacement and realignment of pump station fencing.

2. Describe the project status and completed work.

Project is on hold due to property line discrepancy with pump station neighbors.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **11500-09**

Project: **Miller Creek**

Project Lead: **Mike Cortez**

Dept.: **Reclamation**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Expenditures through 4/4/2019	\$53,281						\$53,281
Engineering Services		\$100,000					\$100,000
Construction Cost		\$150,000					\$150,000
Prior Committed Funds through 4/4/2019		\$100,897					\$100,897
TOTAL COST	\$53,281	\$350,897	\$0	\$0	\$0	\$0	\$404,178

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP	\$326,376	\$78,000					\$404,376
							\$0
TOTAL FUNDING SOURCES	\$326,376	\$78,000	\$0	\$0	\$0	\$0	\$404,376

1. Briefly Describe and provide justification for this Capital Project Request.

Rock vane caused levee erosion. Repair rock vane and levee. Continue monitoring of the revegetation per regulatory requirement.

2. Describe the project status and completed work.

Obtaining permit with regulatory agencies. Year 2 monitoring report has been submitted to the agencies.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **21500-01**

Project: **Levee Maintenance**

Project Lead: **Mike Cortez**

Dept.: **Reclamation**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	1	0	0	1

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Engineering Services				\$75,000			\$75,000
Construction Cost				\$200,000			\$200,000
							\$0
							\$0
TOTAL COST	\$0	\$0	\$0	\$275,000	\$0	\$0	\$275,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP				\$275,000			\$275,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$0	\$0	\$275,000	\$0	\$0	\$275,000

1. Briefly Describe and provide justification for this Capital Project Request.

Increase level height same as the original 1980 installation.

2. Describe the project status and completed work.

Ready to start.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20500-04**

Project: **St. Vincent Pump Station Discharge Pipe Levee Repair**

Project Lead: **Mike Cortez**

Dept.: **Reclamation**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost		\$50,000					\$50,000
							\$0
							\$0
							\$0
TOTAL COST	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$50,000					\$50,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

1. Briefly Describe and provide justification for this Capital Project Request.

Repair levee and headwall near St. Vincent Pump Station discharge pipe.

2. Describe the project status and completed work.

Ready to start.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: 20500-04

Project: Sharp Solar Panel Replacement Project

Project Lead: Mike Cortez

Dept.: Reclamation

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Installation Cost		\$100,000					\$100,000
							\$0
							\$0
							\$0
TOTAL COST	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$100,000					\$100,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

1. Briefly Describe and provide justification for this Capital Project Request.

Replacement of solar panels on District property.

2. Describe the project status and completed work.

Staff is finalizing an Agreement with Sharp.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20300-08**

Project: **Pond Security Fencing**

Project Lead: **Mike Cortez**

Dept.: **Reclamation**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Design & Construction Cost		\$100,000	\$100,000	\$100,000			\$300,000
							\$0
							\$0
							\$0
TOTAL COST	\$0	\$100,000	\$100,000	\$100,000	\$0	\$0	\$300,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$100,000	\$100,000	\$100,000			\$300,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$100,000	\$100,000	\$100,000	\$0	\$0	\$300,000

1. Briefly Describe and provide justification for this Capital Project Request.

To install fencing at reclamation ponds.

2. Describe the project status and completed work.

Start in FY 2020.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **12600-02**

Project: **Plant Improvements 2018**

Project Lead: **Mike Cortez**

Dept.: **Treatment Plant**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost & Engineering Services thru 4/4/19	\$94,384						\$94,384
Construction Cost & Engineering Services	\$353,284	\$353,284					\$706,568
Project Contingency		\$110,000					\$110,000
							\$0
							\$0
TOTAL COST	\$447,668	\$463,284	\$0	\$0	\$0	\$0	\$910,952

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP	\$840,000	\$71,000					\$911,000
							\$0
TOTAL FUNDING SOURCES	\$840,000	\$71,000	\$0	\$0	\$0	\$0	\$911,000

1. Briefly Describe and provide justification for this Capital Project Request.

Replacement of grit pumps, grit motor controls, hydrocyclones, and installation of progressive cavity sludge pumps.

2. Describe the project status and completed work.

Pumps and hydrocyclones have been ordered. Construction to begin after delivery.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **12600-07**

Project: **Secondary Treatment Plant Upgrade**

Project Lead: **Mike Cortez**

Dept.: **Treatment Plant**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost	\$8,616,010	\$24,362,737	\$12,707,500	\$2,961,060			\$48,647,307
		(Note: Based on Project Funding Analysis Update dated 4/3/2019 by RR.)					\$0
							\$0
							\$0
TOTAL COST	\$8,616,010	\$24,362,737	\$12,707,500	\$2,961,060	\$0	\$0	\$48,647,307

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP, Bond, and Loan	\$8,616,010	\$24,362,737	\$12,707,500	\$2,961,060			\$48,647,307
		(Note: Based on Project Funding Analysis Update dated 4/3/2019 by RR.)					\$0
TOTAL FUNDING SOURCES	\$8,616,010	\$24,362,737	\$12,707,500	\$2,961,060	\$0	\$0	\$48,647,307

1. Briefly Describe and provide justification for this Capital Project Request.

Increase secondary treatment capacity and provide treatment plant upgrades.

2. Describe the project status and completed work.

Construction began in February 2019.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20600-03**

Project: **Two Canopies for CNG Facilities**

Project Lead: **Mike Cortez**

Dept.: **Treatment Plant**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Smith Ranch PS CNG Skid - Construction		\$75,000					\$75,000
Plant BioCNG Skid - Construction		\$75,000					\$75,000
							\$0
							\$0
TOTAL COST	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$150,000					\$150,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000

1. Briefly Describe and provide justification for this Capital Project Request.

To protect existing CNG skid and fueling station equipment.

2. Describe the project status and completed work.

Project will start in FY 2020.

3. Describe any anticipated grants related to the project.

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **20600-04**

Project: **Flow Equalization Basin**

Project Lead: **Mike Cortez**

Dept.: **Treatment Plant**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Design Cost		\$400,000					\$400,000
Construction Cost			\$3,000,000	\$1,500,000			\$4,500,000
							\$0
							\$0
TOTAL COST	\$0	\$400,000	\$3,000,000	\$1,500,000	\$0	\$0	\$4,900,000

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP		\$400,000	\$3,000,000	\$1,500,000			\$4,900,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$400,000	\$3,000,000	\$1,500,000	\$0	\$0	\$4,900,000

1. Briefly Describe and provide justification for this Capital Project Request.

Design and construction of flow equalization basin.

2. Describe the project status and completed work.

Design will start in FY 2020.

3. Describe any anticipated grants related to the project.

N/A

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

2019-2020 PROJECT SHEET

Proj. #: **16650-02**

Project: **Recycled Water Facility Expansion**

Project Lead: **Mike Cortez**

Dept.: **Tertiary Facility**

Fund: Budget Page:

Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W ¹⁾ 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:	0	0	0	0	0	0	5	5

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Construction Cost	\$6,591,160	\$4,299,306	\$2,242,500	\$522,540			\$13,655,506
	(Note: Based on 50%, 30%, and 20% of completion for first year, second year, and last year respectively.)						\$0
							\$0
							\$0
TOTAL COST	\$6,591,160	\$4,299,306	\$2,242,500	\$522,540	\$0	\$0	\$13,655,506

Funding Source(s)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
CIP, Bond, Loan, MMWD Contribution, and USBR grant	\$6,591,160	\$4,299,306	\$2,242,500	\$522,540			\$13,655,506
	(Note: Based on 50%, 30%, and 20% of completion for first year, second year, and last year respectively.)						
TOTAL FUNDING SOURCES	\$6,591,160	\$4,299,306	\$2,242,500	\$522,540	\$0	\$0	\$13,655,506

1. Briefly Describe and provide justification for this Capital Project Request.

Expand Recycled Water Facility.

2. Describe the project status and completed work.

Construction began in February 2019.

3. Describe any anticipated grants related to the project.

USBR WaterSMART Grant

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map / pictures of Project/Project Area (Attach brochures if available)

¹⁾ H/S/W = Health/Safety/Welfare (OSHA)

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