

MINUTES OF THE
FISCAL POLICY COMMITTEE OF
VISTA IRRIGATION DISTRICT

April 11, 2019

A meeting of the Fiscal Policy Committee was held on Wednesday, April 11, 2019 at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

Chair MacKenzie called the meeting to order at 9:00 a.m.

2. ROLL CALL

Directors present: Chair MacKenzie and Director Vásquez

Staff present: Brett Hodgkiss, General Manager; Frank Wolinski, Director of Operations and Field Services; Randy Whitmann, Director of Engineering; Marlene Kelleher, Director of Administration; Farrokh Shahamiri, Finance Associate; Shallako Goodrick, Finance Supervisor; and Ramae Ogilvie, Assistant Board Secretary.

3. APPROVAL OF AGENDA

The agenda was approved as presented.

4. PUBLIC COMMENT TIME

There were no members of the public present.

5. DRAFT FISCAL YEAR 2020 BUDGET

See staff report attached hereto.

General Manager Brett Hodgkiss provided an overview of the District's Fiscal Year (FY) 2020 Budget. He noted that the Revenue Budget is proposed to increase by 1%, and the Operating Budget is proposed to increase by 2%; the Capital Budget is projected to be 41% higher than the previous year due to infrastructure improvement project costs. As a result, nearly \$1.6 million of the District's reserves will be used to fund the Fiscal Year 2020 Budget.

In reviewing the Revenue Budget, Mr. Hodgkiss stated that water production and water sales were projected to be the same as FY 2019 with sales of 16,500 acre feet and production of 17,600 acre feet. He also pointed out the continued upward trend in the District's interest income; the significant increase in interest income is the result of higher interest rates as well as the interest earned on money held in the surplus supplemental water reserve.

Mr. Hodgkiss noted that the increase in the overall Operating Budget is primarily due to the inclusion of costs related to the San Pasqual Undergrounding Project and Pechstein Reservoir roof repairs. He stated that increase in the training budget is due to annual, biennial and triennial mandatory Cal/OSHA required trainings all coming due at the same time. Mr. Hodgkiss also pointed out the continued downward trend of insurance costs due to lower premiums resulting from fewer losses by the District.

Mr. Hodgkiss stated that a majority of the Capital Budget is designated for infrastructure rehabilitation/improvement projects in FY 2020; nearly 50% of the total Capital Budget is for reservoir related projects. Mr. Hodgkiss along with Frank Wolinski, Director of Operations and Field Services, pointed out that the proposed replacement of one generator and two air compressors is a result of the County of San Diego Air Pollution Control District's (APCD) requirement that all portable Tier 1 diesel-fueled engines be retired by January 1, 2020. Mr. Wolinski stated that APCD requirements will necessitate the replacement of vehicles and equipment in the future. Chair MacKenzie requested that the Board be provided with a list of District vehicles/equipment noting the year purchased and proposed replacement date.

Mr. Hodgkiss reviewed the Warner Wellfield Assessment and Enhancement project, noting that the Warner Valley Groundwater Basin study suggested that the District was pumping less than the safe yield of the basin. He explained that the Warner Wellfield Assessment and Enhancement project will help the District further analyze and determine what needs to be done (e.g. rehabilitate old wells, drill new wells, new pumps, etc.) to achieve a higher rate of pumping.

Mr. Hodgkiss noted that the organizational charts and division descriptions had been updated to reflect the restructuring that occurred in December 2018; most notable was that Water Resources and Operations and Field Services were separated, each becoming its own division. He also explained that the numbers under/next to a job title represented the number of positions with that title.

Chair MacKenzie requested that changes be shown in percentages and dollars in the staff report and on the Budget Summary page. Ms. MacKenzie also requested clarification on the Uncollectible Accounts and Tuition Reimbursement. Mr. Hodgkiss and Mr. Wolinski explained that the account included uncollectible water bills and damage claims. Staff indicated that they would look into whether classes that were not related to an employee's job duties were eligible for tuition reimbursement. Chair MacKenzie requested that a current list of the District's memberships be provided to the Board.

The Committee recommended that the Fiscal Year 2020 Budget, with minor changes as noted, be presented to the Board for approval on May 1, 2019.

Director Vásquez thanked staff for a very informative Budget. Chair MacKenzie complimented staff on the layout of the Budget, including the descriptions added to accounts as well as the multiple comparative years.

Mr. Hodgkiss thanked staff, especially Ms. Kelleher, Finance Supervisor Shallako Goodrick and Finance Associate Farrokh Shahamiri, for their hard work on the Budget.

6. COMMENTS BY COMMITTEE MEMBERS

None were presented.

7. COMMENTS BY GENERAL MANAGER

None were presented.


8. ADJOURNMENT

There being no further business to come before the Committee, at 9:55 a.m. Chair MacKenzie adjourned the meeting.



Jo MacKenzie, Chair

ATTEST:



Ramae Ogilvie, Assistant Secretary
Board of Directors
VISTA IRRIGATION DISTRICT



**FISCAL POLICY COMMITTEE
STAFF REPORT**

Agenda Item: 5

**Meeting Date:
Prepared By:
Reviewed By:
Approved:**

**April 11, 2019
Shallako Goodrick
Marlene Kelleher
Brett Hodgkiss**

SUBJECT: DRAFT FISCAL YEAR 2020 BUDGET

RECOMMENDATION: Review draft Fiscal Year 2020 Budget.

FISCAL IMPACT: The draft Budget projects revenues of \$53,799,900, operating expenses of \$46,942,100 and capital outlay of \$8,429,700; operating expenses are about \$1.1 million higher than in the previous year's budget primarily due to infrastructure repair and maintenance costs and the San Pasqual Undergrounding Project, and capital outlay is nearly \$2.5 million higher than in the previous year's budget due to infrastructure improvement projects. As a result, nearly \$1.6 million of the District's reserves will be used to fund the Fiscal Year 2020 Budget.

SUMMARY: The draft Budget projects water sales of 16,500 acre feet; 14,114 acre feet of water is projected to be purchased from the San Diego County Water Authority and 3,486 acre feet of local water is projected to come from Lake Henshaw. Local water production is budgeted based on a 10-year rolling average.

The Revenue Budget is projected to increase by just over 1% primarily as a result of inflationary adjustments made to water rates and charges. The Operating Budget is projected to increase by just over 2% as a result of inflationary adjustments made to operating expenses, including purchased water and infrastructure repair and maintenance costs, as well as the inclusion of San Pasqual Undergrounding Project design costs.

The Capital Budget is projected to increase by 41% to \$8,429,700 primarily due to reservoir related projects and the comprehensive assessment of the Warner wellfield. Approximately 90% of the Capital Budget is designated for the Mainline Replacement Program and other necessary water-related and infrastructure improvement projects; the majority of other Capital Budget items are vehicles/construction equipment needed to support to the Mainline Replacement Program and infrastructure maintenance and repair work.

The draft Budget includes a service charge increase effective July 1, 2019, which is a result of the "Smooth Water Rate Adjustment" approved by the Board on June 15, 2005 and reaffirmed after a public hearing conducted on October 9, 2013. The increase represents a 2.25% increase (\$4.24 bi-monthly) on the typical residential customer bill.

DETAILED REPORT: See draft Fiscal Year 2020 Budget.

ATTACHMENT: Draft Budget – Fiscal Year 2020



BUDGET
Fiscal Year 2020
July 1, 2019 to June 30, 2020



VISTA IRRIGATION DISTRICT

Table of Contents

	<i>Page</i>
BUDGET OVERVIEW	1
Budget Summary	2
REVENUE BUDGET	3
Revenue Account Descriptions.....	4
Revenue Budget Detail	6
OPERATING BUDGET	7
Operating Account Descriptions.....	9
Operating Budget Detail	17
CAPITAL BUDGET	21
Capital Budget Detail	22
ORGANIZATIONAL PROFILE	
Organization Charts	43
Division/Department Mission Statements and Descriptions	51

Vista Irrigation District BUDGET OVERVIEW Fiscal Year 2020

The Vista Irrigation District's (District) 2020 Budget represents a financial plan for the next fiscal year (July 1, 2019 through June 30, 2020). This financial plan includes the cost of purchasing imported water and other costs that are essential to support the continued investment in infrastructure maintenance and repair.

The 2020 Budget projects revenues of \$53,799,900, which includes \$32,580,000 (approximately 61%) from Water Sales. Based upon the most recent conservation trends, it is projected that the District will sell 16,500 acre feet of water in fiscal year 2020.

Operating expenses for fiscal year 2020 are projected to be \$46,942,100, which includes \$22,729,000 of Purchased Water Costs. Purchased Water represents approximately 48% of the Operating Budget. Purchased water is the amount paid directly to the water wholesaler, the San Diego County Water Authority (CWA), to provide water to the District. The 2020 Budget estimates that the District will need to purchase 14,114 acre feet of water from the CWA. The Budget also estimates that the District will produce 3,486 acre feet of water from its local water source, Lake Henshaw. The local water production estimate is based upon a 10-year rolling average of historical production.

The Capital Budget for fiscal year 2020 is \$8,429,700. Of this total, approximately 90% has been designated for the Mainline Replacement Program and other necessary water-related and infrastructure improvement projects.

Budget Summary

**Vista Irrigation District
BUDGET SUMMARY
Fiscal Year 2020**

	2019 Budget	2020 Budget	\$ Change
Source of Funds			
Revenue Budget	\$ 53,210,300	\$ 53,799,900	\$ 589,600
Reserves	-	1,571,900	
	\$ 53,210,300	\$ 55,371,800	
Use of Funds			
Operating Budget	\$ 45,832,700	\$ 46,942,100	\$ 1,109,400
Capital Budget	5,958,000	8,429,700	2,471,700
Contribution to Reserves	1,419,600	-	
	\$ 53,210,300	\$ 55,371,800	

Vista Irrigation District
REVENUE BUDGET
Fiscal Year 2020

	2017	2018	2019	Six Months Ended	2020
	Actual	Actual	Budget	12/31/2018	Budget
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
WATER REVENUES					
Water Sales	\$ 28,875,753	\$ 32,760,203	\$ 32,330,000	\$ 17,395,405	\$ 32,580,000
Service Charges/Fees	16,061,466	17,073,109	17,612,000	8,901,873	18,060,000
	<u>44,937,219</u>	<u>49,833,312</u>	<u>49,942,000</u>	<u>26,297,278</u>	<u>50,640,000</u>
OTHER REVENUES					
Other Services	645,880	451,600	550,000	302,211	508,000
System Fees	1,029,580	731,240	1,200,000	309,200	660,000
Property Rentals	770,023	823,871	738,300	378,452	748,900
Property Taxes	423,469	450,512	450,000	172,335	469,000
Investment Income	168,777	346,063	330,000	407,613	774,000
Federal & State Assistance	-	-	-	49,199	-
	<u>3,037,729</u>	<u>2,803,286</u>	<u>3,268,300</u>	<u>1,619,010</u>	<u>3,159,900</u>
TOTAL REVENUE BUDGET	<u>\$ 47,974,948</u>	<u>\$ 52,636,598</u>	<u>\$ 53,210,300</u>	<u>\$ 27,916,288</u>	<u>\$ 53,799,900</u>
WATER SALES (ACRE FEET)	<u>15,335</u>	<u>16,948</u>	<u>16,500</u>	<u>8,868</u>	<u>16,500</u>

Revenue Account Descriptions

REVENUE ACCOUNT DESCRIPTIONS

Account Group: <u>Water Sales</u> Account Number: 60xx	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
	\$28,875,753	\$32,760,203	\$32,330,000	\$32,580,000

This account group includes revenue from water sales to agricultural, commercial, industrial, single and multi-family residential, mobile home park and government entities. The District projects to sell 16,500 acre feet of water which is based upon recent history. The budget includes the 1/1/19 rate increase from the San Diego County Water Authority, however, it assumes no future rate increases on water sales. The 2020 budget is calculated based upon the following current water usage rates:

- ◆ Tier 1: \$4.27 per Hundred Cubic Fee (Unit)
- ◆ Tier 2: \$4.81 per Hundred Cubic Fee (Unit)

Account Group: <u>Service Charges/Fees</u> Account Number: 605x	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
	\$16,061,466	\$17,073,109	\$17,612,000	\$18,060,000

This account group contains revenue from readiness-to-serve fees, infrastructure access charges (IAC), other fees and penalties. The IAC fee is a pass-through charge that the District collects for the San Diego County Water Authority (CWA). The increase in this account group reflects the 1/1/19 IAC fee increase from the CWA and the District's fiscal year 2020 service charge increase effective 7/1/19. This service charge increase is a result of the "Smooth Water Rate Adjustment" adopted by the Board under Minute Order 05-06-49 and reaffirmed after a public hearing conducted on October 9, 2013.

Monthly Service Charge				
Meter Size	FY 2017	FY 2018	FY 2019	FY 2020
5/8"	\$ 27.17	\$ 28.08	\$ 29.45	\$ 31.06
3/4"	35.85	37.05	38.85	40.97
1"	52.96	54.74	57.40	60.54
1½"	96.15	99.37	104.20	109.89
2"	147.76	152.71	160.14	168.89
3"	285.48	295.05	309.40	326.30
4"	440.30	455.06	477.20	503.27
6"	1,042.74	1,077.71	1,130.14	1,191.88
8"	1,387.15	1,433.67	1,503.42	1,585.55
10"	2,075.70	2,145.31	2,249.68	2,372.57

Account Group: <u>Other Services</u> Account Number: 61xx	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
	\$645,880	\$451,600	\$550,000	\$508,000

This account group includes revenue from miscellaneous non-construction fees and the installation of water meters, fire hydrants, fire services and service changes. The decrease in this account group reflects the recent slow down in construction activity.

Account Group: <u>System Fees</u> Account Number: 62xx	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
	\$1,029,580	\$731,240	\$1,200,000	\$660,000

This account group includes capacity fees, annexation and detachment fees. The decrease is due to a recent slow down in construction activity.

REVENUE ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Property Rentals</u>				
Account Number: 6301	\$770,023	\$823,871	\$738,300	\$748,900

This account group includes revenue to the District from the following lease and license agreements:

Hein Hettinga Cattle	\$ 195,800
Department of Defense- Navy	162,300
My Country Club	80,000
Crown Castle/T-Mobile- Cabrillo Circle	49,800
T-Mobile/Omnipoint- Lupine Hills	49,800
Lake Henshaw Resort	45,800
Crown Castle GT Co.	42,500
Cingular Wireless - AT&T	41,600
Verizon Wireless	21,200
Crown Castle - Vista Towers	19,300
Puerta La Cruz	14,500
Sempra Energy	12,900
Mendenhall Cattle Company	9,800
Charles Chester Taylor	1,700
Noll Seeds	1,000
Department of Agriculture - Forestry Service	500
Vallecitos Water District	400
	\$ 748,900

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Property Taxes</u>				
Account Number: 8001	\$423,469	\$450,512	\$450,000	\$469,000

This account group contains various property taxes that the District receives by State Code.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Investment Income</u>				
Account Number: 81xx	\$168,777	\$346,063	\$330,000	\$774,000

This account group includes interest income and gains and losses on investments. The increase in the FY 2020 Budget is due to the increase in interest rates and the surplus supplemental water each worth approximately \$310,000 and \$134,000, respectively.

Revenue Budget Detail

REVENUE BUDGET DETAIL
Fiscal Year 2020

Account	Description	2018 Actual	2019 Budget	Six Months Ended	
				12/31/2018 Actual	2020 Budget
Water Sales					
6001	Single Family	\$ 16,118,973	\$ 16,360,000	\$ 8,587,046	\$ 16,030,000
6002	Multi Family	5,477,339	5,650,000	2,685,831	5,450,000
6003	Irrigation	4,175,019	3,560,000	2,467,415	4,150,000
6004	Commercial	2,334,757	2,360,000	1,156,455	2,320,000
6005	Agricultural	1,862,894	1,820,000	1,046,650	1,850,000
6006	Government	829,237	750,000	487,190	820,000
6007	Industrial	1,195,221	1,120,000	595,404	1,190,000
6008	Mobile Home	764,225	700,000	368,937	760,000
6009	Contract Water	(1,464)	-	-	-
6010	Unmetered	4,002	10,000	477	10,000
		<u>32,760,203</u>	<u>32,330,000</u>	<u>17,395,405</u>	<u>32,580,000</u>
Service Charges/Fees					
6051	Ready To Serve Fees	15,099,766	15,670,000	7,895,217	16,100,000
6052	Infrastructure Access Charge	1,260,352	1,282,000	647,395	1,290,000
6053	Penalties/Fees	712,991	660,000	359,261	670,000
		<u>17,073,109</u>	<u>17,612,000</u>	<u>8,901,873</u>	<u>18,060,000</u>
Other Services					
6101	Construction Services	230,806	300,000	167,523	263,000
6102	Jobs Gain/(Loss)	4,975	-	-	-
6103	Non Construction Services	215,819	250,000	134,688	245,000
		<u>451,600</u>	<u>550,000</u>	<u>302,211</u>	<u>508,000</u>
System Fees					
6201	Capacity Fees	731,240	1,200,000	309,200	660,000
		<u>731,240</u>	<u>1,200,000</u>	<u>309,200</u>	<u>660,000</u>
Property Rentals					
6301	Property Rentals	823,871	738,300	378,452	748,900
		<u>823,871</u>	<u>738,300</u>	<u>378,452</u>	<u>748,900</u>
Property Taxes					
8001	Property Taxes	450,512	450,000	172,335	469,000
		<u>450,512</u>	<u>450,000</u>	<u>172,335</u>	<u>469,000</u>
Investment Income					
8101	Interest Income	149,934	105,000	202,747	385,000
8102	Investment Gain/Loss	196,129	225,000	204,866	389,000
		<u>346,063</u>	<u>330,000</u>	<u>407,613</u>	<u>774,000</u>
Federal & State Assistance					
8301	Federal & State Assistance	-	-	49,199	-
		<u>-</u>	<u>-</u>	<u>49,199</u>	<u>-</u>
Total Revenue Budget		<u>\$ 52,636,598</u>	<u>\$ 53,210,300</u>	<u>\$ 27,916,288</u>	<u>\$ 53,799,900</u>

**Vista Irrigation District
OPERATING BUDGET
Fiscal Year 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>Six Months Ended 12/31/2018 Actual</u>	<u>2020 Budget</u>
PURCHASED WATER					
Variable CWA Charges	\$ 17,583,656	\$ 16,163,510	\$ 16,020,000	\$ 10,178,377	\$ 16,040,000
Fixed CWA Charges	6,254,432	6,412,751	6,542,000	3,257,108	6,698,000
Agricultural Rebates	(11,359)	(7,121)	(9,500)	(8,895)	(9,000)
	<u>23,826,729</u>	<u>22,569,140</u>	<u>22,552,500</u>	<u>13,426,590</u>	<u>22,729,000</u>
WAGES	7,971,814	8,077,498	8,220,000	3,981,866	8,150,000
BENEFITS & TAXES	5,520,539	6,384,299	5,465,700	2,920,365	5,340,200
OFFICE & GENERAL					
Fees & Permits	172,761	151,415	145,500	107,780	174,600
Postage	74,416	70,423	70,000	33,056	72,700
Computer Hardware	19,236	72,676	95,000	74,310	10,500
Computer Software	4,818	8,178	4,200	27,430	4,000
Travel	37,989	38,888	40,600	19,462	43,200
Training	38,194	56,599	48,100	14,742	69,600
Dues & Subscriptions	44,052	47,159	48,800	1,904	46,400
Employment Related Expense	54,636	79,905	42,700	24,465	51,500
Office Supplies	21,513	12,263	22,700	9,422	22,700
Printing	11,259	13,283	12,500	9,667	13,000
Award/Contributions	2,823	6,924	9,500	-	9,500
	<u>481,697</u>	<u>557,713</u>	<u>539,600</u>	<u>322,238</u>	<u>517,700</u>
DEPRECIATION	2,719,379	2,968,997	3,058,000	1,550,075	3,340,000
CONTRACTUAL SERVICES	3,495,060	4,292,413	4,306,500	1,764,774	5,450,500
SUPPLIES	1,450,699	1,531,232	1,306,400	655,296	1,406,200
POWER	525,897	405,854	540,300	257,579	461,300
PROFESSIONAL FEES					
Audit	30,065	22,740	25,000	16,500	25,000
Legal	652,015	274,590	277,800	109,925	246,900
Consultants	267,294	305,927	420,400	114,058	256,900
	<u>949,374</u>	<u>603,257</u>	<u>723,200</u>	<u>240,483</u>	<u>528,800</u>
INSURANCE	535,788	543,145	434,000	207,133	311,000
COMMUNICATIONS	56,779	53,326	58,500	30,408	51,100
UNCOLLECTIBLE ACCOUNTS	2,662	31,211	28,000	3,670	26,300
BURDEN ALLOCATION	(1,422,130)	(1,433,392)	(1,400,000)	(689,058)	(1,370,000)

**Vista Irrigation District
OPERATING BUDGET
Fiscal Year 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>Six Months Ended 12/31/2018 Actual</u>	<u>2020 Budget</u>
LOSS/(GAIN) ON ASSETS	139,088	(19,210)	-	(66,920)	-
LEGAL SETTLEMENT	66,961	-	-	-	-
TOTAL OPERATING BUDGET	<u>\$ 46,320,336</u>	<u>\$ 46,565,483</u>	<u>\$ 45,832,700</u>	<u>\$ 24,604,499</u>	<u>\$ 46,942,100</u>
 WATER SOURCES (ACRE FEET):					
Water Purchases	16,332	14,857	14,207	9,284	14,114
Local Water	<u>858</u>	<u>3,174</u>	<u>3,393</u>	<u>170</u>	<u>3,486</u>
	<u>17,190</u>	<u>18,031</u>	<u>17,600</u>	<u>9,454</u>	<u>17,600</u>

Operating Account Descriptions

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Variable CWA Charges</u>				
Account Number: 7001				
	\$17,583,656	\$16,163,510	\$16,020,000	\$16,040,000

This account group includes the variable cost of treated and untreated water purchased from the San Diego County Water Authority (CWA) including transportation charges. The budget assumes that local water production will equal 3,486 acre feet, which is based upon a 10-year rolling average production of local water. The remaining 14,114 acre feet of water needed will be purchased from CWA. The budget does not reflect any future rate increases from CWA and it assumes no penalties from CWA for exceeding any imposed water purchase allocation.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Fixed CWA Charges</u>				
Account Number: 7002				
	\$6,254,432	\$6,412,751	\$6,542,000	\$6,698,000

This account group includes fixed charges from San Diego County Water Authority (CWA) related to water purchases. The budget does not reflect any future rate changes from CWA. The fixed charges are as follows:

Storage Charge - CWA	\$ 2,512,000
Infrastructure Access Charge - CWA	1,290,000
Supply Reliability Charge - CWA	1,173,000
Customer Service Charge - CWA	913,000
Readiness-to-Serve Charge, net - MWD	524,000
Capacity Reservation Charge - MWD	286,000
	\$ 6,698,000

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Agricultural Rebates</u>				
Account Number: 7003				
	(\$11,359)	(\$7,121)	(\$9,500)	(\$9,000)

This account group includes rebates received from the San Diego County Water Authority (CWA) for the Special Agricultural Water Rate (SAWR) Program.

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: Wages				
Account Number: 71xx	\$7,971,814	\$8,077,498	\$8,220,000	\$8,150,000

This account group consists of compensation for labor reflecting the most recent labor contract effective January 1, 2018. The decrease in the budget is due to recent staffing changes. This account group includes the following labor costs:

General	\$ 6,740,000
Vacation	859,882
Holiday	372,139
Sick Leave	153,710
Other Leave	24,269
	\$ 8,150,000

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: Benefits & Taxes				
Account Number: 72xx	5,520,539	\$6,384,299	\$5,465,700	\$5,340,200

This account group consists of budgeted fringe benefits and taxes. The reduction in the Budget is primarily due to the District being fully-funded for Retiree Medical Insurance.

Public Employees Retirement System (PERS)	\$ 2,220,000
Health Insurances (Medical, Dental & Vision)	2,093,000
FICA & Medicare	612,000
Worker's Compensation	175,000
Deferred Compensation Plan Matching (457 Plan)	108,000
Life and Disability Insurance	90,000
Uniforms (Clothing and Boots)	31,800
Tuition Reimbursement	4,000
EAP Counseling	3,200
Unemployment Insurance	3,200
Retiree Medical Insurance (GASB 45)	-
	\$ 5,340,200

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Fees & Permits</u> Account Number: 7301	\$172,761	\$151,415	\$145,500	\$174,600

This account group includes \$78,000 of water-related costs and \$96,600 of non water-related costs. The water-related costs primarily include \$62,000 to the State Water Resources Control Board and to County Health Services for various permits, \$15,300 to the Department of Water Resources for dam fees, etc. The non water-related costs primarily include \$36,000 for excavation permits, \$30,000 for LAFCO fees, \$16,000 for District headquarters and Edgehill Gate association dues, \$5,000 for sewer fees, \$4,000 for San Diego County Air Pollution District permits, etc.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Postage</u> Account Number: 7302	\$74,416	\$70,423	\$70,000	\$72,700

This account group includes postage for water bills and all other District mailings.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Computer Hardware</u> Account Number: 7303	\$19,236	\$72,676	\$95,000	\$10,500

This account group consists of computer hardware such as servers, desktop and laptop computers, inkjet and laser printers, scanners, monitors, etc. The decrease in the budget is primarily due to the completion of the planned replacement of desktop computers and monitors.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Computer Software</u> Account Number: 7304	\$4,818	\$8,178	\$4,200	\$4,000

This account group consists of various Network and Desktop software.

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Travel</u>				
Account Number: 7305	\$37,989	\$38,888	\$40,600	\$43,200

This account group includes travel expenses related to attending conferences, meetings, training and other District business. The travel budget is organized by the following divisions:

Board of Directors	\$ 26,000
General Manager Division	7,000
Administration Division	3,400
Engineering Division	2,700
Water Resources Division	2,300
Operations and Field Services Division	1,800
	\$ 43,200

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Training</u>				
Account Number: 7306	\$38,194	\$56,599	\$48,100	\$69,600

This account group includes the cost of training and seminars. The largest components of the 2020 training budget include: \$26,800 for various Safety Cal/OSHA required trainings, \$13,000 for training for the Board, \$11,600 for various management development and employee training workshops, \$8,300 for Electrical training and other water related training, \$6,400 for Engineering classes and other conferences, and etc.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Dues & Subscriptions</u>				
Account Number: 7307	\$44,052	\$47,159	\$48,800	\$46,400

This account group covers dues for memberships to professional associations such as AWWA and ACWA, subscriptions to industry periodicals and the purchase of books.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Employment Related Expense</u>				
Account Number: 7308	\$54,636	\$79,905	\$42,700	\$51,500

This account group contains costs for first aid/physicals, advertising job openings, water treatment operator certificate fees, professional license fees, background checks, employment testing, benefits fair, employee appreciation event, etc.

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Office Supplies and Furniture</u> Account Number: 7309	\$21,513	\$12,263	\$22,700	\$22,700
<p>This account group includes items such as pens, pencils, clips, folders, binders, labels, tablets, calculators, copier/fax/printer supplies, paper, computer supplies, and non-capitalized office furniture.</p>				

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Printing</u> Account Number: 7310	\$11,259	\$13,283	\$12,500	\$13,000
<p>This account group includes the cost of printing water bills and notices, letterhead, business cards, map books, old drawing restorations, the water quality report and other special printing.</p>				

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Awards/Contributions</u> Account Number: 7311	\$2,823	\$6,924	\$9,500	\$9,500
<p>This account group includes contributions to the San Diego County Department of Education for a mobile science lab and District funded student scholarships.</p>				

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Depreciation</u> Account Number: 7401	\$2,719,379	\$2,968,997	\$3,058,000	\$3,340,000
<p>This account group reflects the current year usage of existing capital assets. These funds are used to replenish construction reserves, which pay for infrastructure replacement.</p>				

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Contractual Services</u>				
Account Number: 75xx				
	\$3,495,060	\$4,292,413	\$4,306,500	\$5,450,500

The increase in the budget is mainly due to the replacement of the roof at the Pechstein reservoir and the District's contractual obligation in the San Pasqual Undergrounding project. This account group includes contractual services for the following:

Escondido Treatment Plant	\$ 2,100,000
San Pasqual Undergrounding Project	750,000
Reservoirs	532,500
Transmission and Distribution Systems	531,100
Escondido Canal	375,000
General	361,200
Weese Treatment Plant	264,000
Buildings and Grounds	225,500
Well Field	74,500
Garage	61,600
Ditches	50,000
Fire Hydrants/Fire Services	48,000
Water Quality	18,300
Pump Stations	18,000
Flume	15,000
SCADA	13,300
Dam	12,500
	\$ 5,450,500

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Supplies</u>				
Account Number: 76xx				
	\$1,450,699	\$1,531,232	\$1,306,400	\$1,406,200

The increase in the budget is primarily due to supplies needed to repair damages caused by recent storms to various ditches. This account group includes supplies for the following:

Transmission and Distribution Systems	\$ 570,000
General	193,400
Fuel	152,600
Garage	133,900
Fire Hydrants/Fire Services	80,000
Ditches	68,000
SCADA	49,000
Buildings and Grounds	32,200
Treatment Plant	31,900
Pump Stations	27,200
Well Field	16,200
Flume	15,000
Water Quality	10,500
Reservoirs	10,500
Conservation Programs	1,800
Dam	1,000
	\$ 1,393,200

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: Power				
Account Number: 77xx	\$525,897	\$405,854	\$540,300	\$461,300

This account group includes:

Well Field				\$	168,500
Pump Stations					150,000
Main Office and Henshaw Office					135,700
Transmission and Distribution Systems					4,000
Reservoirs					1,800
Water Treatment					1,300
					\$ 461,300

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: Audit				
Account Number: 7721	\$30,065	\$22,740	\$25,000	\$25,000

This account group includes auditing services performed by a Certified Public Accounting firm.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: Legal				
Account Numbers: 7722 & 7723	\$652,015	\$274,590	\$277,800	\$246,900

This account group includes general legal services and legal services in connection with the Indian lawsuit.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: Consultants				
Account Numbers: 7724 & 7725	\$267,294	\$305,927	\$420,400	\$256,900

This account group includes:

Water Supply Planning Study				\$	100,000
Surveying Services & Title Report Services					50,000
Pipeline Condition Assessment Program					50,000
Document Management System Upgrade					40,000
Actuarial Services					9,000
Ditch Repair					7,900
					\$ 256,900

OPERATING ACCOUNT DESCRIPTIONS

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Insurance</u> Account Number: 7731	\$535,788	\$543,145	\$434,000	\$311,000

This account group includes liability, property and dam insurance from the Joint Powers Insurance Authority (JPIA). The decrease in the budget is due to having lower premiums as a result of having fewer losses by the District.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Communications</u> Account Number: 7741	\$56,779	\$53,326	\$58,500	\$51,100

This account group includes the costs of: telephone service, SCADA/telemetry communication service, radio system, Internet service, cellular phones and pagers.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Uncollectible Accounts</u> Account Number: 7751	\$2,662	\$31,211	\$28,000	\$26,300

This account group represents bills that cannot be collected by the District or its collection agencies and are therefore written off. The budget is based upon the most recent trend analysis. The budget includes \$12,000 for uncollectible water bills and \$14,300 for uncollectible damage to District property.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Burden Allocation</u> Account Number: 7799	(\$1,422,130)	(\$1,433,392)	(\$1,400,000)	(\$1,370,000)

The District allocates overhead burden costs to pipeline installation jobs, inspection jobs, fixed fee jobs, damage claims and other small jobs. The overhead burden costs include use of equipment, warehousing, management salaries, benefits, and other overhead expenses. This account group is a reduction (by allocation) of expenses.

	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Account Group: <u>Legal Settlement</u> Account Number: 8501	\$66,961	-	-	-

This account group represents an inflation adjustment on the proposed Indian settlement financial obligation. The elimination of the budget is due to the financial settlement of the Indian law suit.

Operating Budget Detail

OPERATING BUDGET DETAIL
Fiscal Year 2020

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>Six Months Ended 12/31/2018 Actual</u>	<u>2020 Budget</u>
Variable CWA Charges					
7001	Purchased Water-CWA Variable	\$ 16,163,510	\$ 16,020,000	\$ 10,178,377	\$ 16,040,000
		16,163,510	16,020,000	10,178,377	16,040,000
Fixed CWA Charges					
7002	Purchased Water-CWA Fixed	6,412,751	6,542,000	3,257,108	6,698,000
		6,412,751	6,542,000	3,257,108	6,698,000
Agricultural Rebates					
7003	Purchased Water-Ag. Rebate	(7,121)	(9,500)	(8,895)	(9,000)
		(7,121)	(9,500)	(8,895)	(9,000)
Wages					
7101	Wages-General	6,618,001	6,808,485	3,111,500	6,740,000
7102	Vacation	821,741	764,909	425,899	859,882
7103	Sick Leave	220,075	237,111	243,540	153,710
7104	Holiday	399,230	393,350	184,409	372,139
7105	Other Leave	18,451	16,145	16,518	24,269
		8,077,498	8,220,000	3,981,866	8,150,000
Benefits & Taxes					
7201	Health Insurance	2,024,564	2,176,000	1,041,252	2,093,000
7202	PERS	3,237,444	2,090,000	1,399,642	2,220,000
7203	FICA & Medicare	626,167	580,000	279,117	612,000
7204	Retiree Health Insurance	70,205	200,000	-	-
7205	Workers Compensation	197,965	195,000	98,056	175,000
7206	457 Plan Matching	106,128	95,000	39,362	108,000
7207	Life & Disability Insurance	81,527	89,200	43,403	90,000
7208	Uniforms/Boots	31,606	31,500	16,115	31,800
7209	Unemployment Insurance	2,679	2,000	-	3,200
7210	EAP Counseling	2,905	3,000	2,937	3,200
7211	Tuition Reimbursement	3,109	4,000	481	4,000
		6,384,299	5,465,700	2,920,365	5,340,200

OPERATING BUDGET DETAIL
Fiscal Year 2020

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>Six Months Ended 12/31/2018 Actual</u>	<u>2020 Budget</u>
Fees & Permits					
7301	Fees & Permits	151,415	145,500	107,780	174,600
		151,415	145,500	107,780	174,600
Postage					
7302	Postage	70,423	70,000	33,056	72,700
		70,423	70,000	33,056	72,700
Computer Hardware					
7303	Computer Hardware	72,676	95,000	74,310	10,500
		72,676	95,000	74,310	10,500
Computer Software					
7304	Computer Software	8,178	4,200	27,430	4,000
		8,178	4,200	27,430	4,000
Travel					
7305	Travel	38,888	40,600	19,462	43,200
		38,888	40,600	19,462	43,200
Training					
7306	Training	56,599	48,100	14,742	69,600
		56,599	48,100	14,742	69,600
Dues & Subscriptions					
7307	Dues & Subscriptions	47,159	48,800	1,904	46,400
		47,159	48,800	1,904	46,400
Employment Related Expense					
7308	Employment Related Expense	79,905	42,700	24,465	51,500
		79,905	42,700	24,465	51,500
Office Supplies					
7309	Office Supplies and Furniture	12,263	22,700	9,422	22,700
		12,263	22,700	9,422	22,700
Printing					
7310	Printing	13,283	12,500	9,667	13,000
		13,283	12,500	9,667	13,000
Awards/Contributions					
7311	Awards/Contributions	6,924	9,500	-	9,500
		6,924	9,500	-	9,500
Depreciation					
7401	Depreciation	2,968,997	3,058,000	1,550,075	3,340,000
		2,968,997	3,058,000	1,550,075	3,340,000

OPERATING BUDGET DETAIL
Fiscal Year 2020

Account	Description	2018 Actual	2019 Budget	Six Months Ended	2020 Budget
				12/31/2018 Actual	
Contractual Services					
7501	Services-General	324,702	345,600	238,925	361,200
7502	Services-Buildings & Grounds	261,977	226,600	220,303	225,500
7503	Services-Garage	68,222	41,000	24,897	61,600
7504	Services-T & D Systems	524,323	384,100	266,893	531,100
7505	Services-FireHyd/Fire Services	15,278	22,000	26,340	48,000
7506	Services-Reservoirs	15,850	42,500	243	532,500
7507	Services-SCADA	8,364	20,000	8,338	13,300
7508	Services-Pump Stations	45,240	18,000	-	18,000
7509	Services-Water Quality Testing	8,658	23,400	10,884	18,300
7511	Services-Flume	6,358	265,000	6,760	15,000
7512	Services-Dam	8,118	165,000	-	12,500
7513	Services-Ditches	-	60,000	345	50,000
7514	Services-Well Field	14,485	71,300	22,847	74,500
7515	Services-Escondido Canal	367,034	375,000	168,667	375,000
7516	Services-Escondido Plant	2,465,196	2,000,000	601,159	2,100,000
7517	Services-Weese Plant	154,252	247,000	168,173	264,000
7518	Services-Water Rights	-	-	-	750,000
7520	Temporary Agencies	4,356	-	-	-
		4,292,413	4,306,500	1,764,774	5,450,500
Supplies					
7601	Supplies-General	167,474	170,000	89,093	193,400
7602	Supplies-Buildings & Grounds	34,356	33,000	21,406	32,200
7603	Supplies-Garage	139,832	134,700	78,067	133,900
7604	Supplies-T & D Systems	754,240	611,300	306,828	570,000
7605	Supplies-FireHyd/Fire Services	99,512	100,000	38,924	80,000
7606	Supplies-Reservoirs	4,491	10,500	595	10,500
7607	Supplies-SCADA	36,265	32,200	9,069	49,000
7608	Supplies-Pump Stations	15,202	13,000	9,771	27,200
7609	Supplies-Water Quality Testing	18,417	10,500	9,663	10,500
7610	Supplies-Water Treatment	24,707	20,000	2,596	31,900
7611	Supplies-Flume	16,101	10,000	1,404	15,000
7612	Supplies-Dam	20,691	1,000	718	1,000
7613	Supplies-Ditches	486	600	(122)	68,000
7614	Supplies-Well Field	24,680	15,900	3,993	16,200
7615	Fuel	152,993	140,800	87,676	152,600
7616	Conservation Programs	895	2,900	618	1,800
7697	Inventory Adjustments	21,156	-	(4,934)	13,000
7698	Trade Discounts	(266)	-	(69)	-
		1,531,232	1,306,400	655,296	1,406,200

OPERATING BUDGET DETAIL
Fiscal Year 2020

Account	Description	2018 Actual	2019 Budget	Six Months Ended 12/31/2018 Actual	2020 Budget
Power					
7701	Power-Buildings/Grounds	135,462	133,900	71,238	135,700
7702	Power-T & D Systems	3,755	4,000	2,092	4,000
7703	Power-Reservoirs	1,946	1,800	1,104	1,800
7704	Power-Pump Station	141,327	140,000	85,622	150,000
7705	Power-Water Treatment	1,380	1,400	727	1,300
7706	Power-Well Field	121,984	259,200	96,796	168,500
		<u>405,854</u>	<u>540,300</u>	<u>257,579</u>	<u>461,300</u>
Audit					
7721	Audit	22,740	25,000	16,500	25,000
		<u>22,740</u>	<u>25,000</u>	<u>16,500</u>	<u>25,000</u>
Legal					
7722	Legal-General	128,424	113,800	37,925	92,900
7723	Legal-Water Rights	146,166	164,000	72,000	154,000
		<u>274,590</u>	<u>277,800</u>	<u>109,925</u>	<u>246,900</u>
Consultants					
7724	Consultants-General	305,927	420,400	114,058	256,900
		<u>305,927</u>	<u>420,400</u>	<u>114,058</u>	<u>256,900</u>
Insurance					
7731	Insurance	543,145	434,000	207,133	311,000
		<u>543,145</u>	<u>434,000</u>	<u>207,133</u>	<u>311,000</u>
Communications					
7741	Communications	53,326	58,500	30,408	51,100
		<u>53,326</u>	<u>58,500</u>	<u>30,408</u>	<u>51,100</u>
Uncollectible Accounts					
7751	Uncollectible Accounts	31,211	28,000	3,670	26,300
		<u>31,211</u>	<u>28,000</u>	<u>3,670</u>	<u>26,300</u>
Burden Allocation					
7799	Burden Allocation	(1,433,392)	(1,400,000)	(689,058)	(1,370,000)
		<u>(1,433,392)</u>	<u>(1,400,000)</u>	<u>(689,058)</u>	<u>(1,370,000)</u>
Loss/(Gain) on Assets					
8401	Asset Disposal Net Book Value	12,761	-	3,536	-
8402	Asset Disposal Proceeds	(31,971)	-	(70,456)	-
		<u>(19,210)</u>	<u>-</u>	<u>(66,920)</u>	<u>-</u>
Total Operating Budget		<u>\$ 46,565,483</u>	<u>\$ 45,832,700</u>	<u>\$ 24,604,499</u>	<u>\$ 46,942,100</u>

Vista Irrigation District

CAPITAL BUDGET

Fiscal Year 2020

	Page No.	Budget Item No.	2020 Budget
ENGINEERING:			
Buena Creek (HB) Reservoir Rehabilitation	22	18-05	\$ 3,275,000
FY 2020 Main Replacement Program	23		2,500,000
Edgehill (E) Reservoir and Pump Station	24	16-04	800,000
E43 Regulator Relocation and Upgrade	25	10-02	200,000
Daley Bench Slope Stabilization	26		220,000
Four (4) Reservoirs Rehabilitation	27		50,000
			7,045,000
 FIELD SERVICES:			
Vehicles (3)	28		280,000
Boiler System	29		200,000
Backhoe	30		120,000
Generator	31		110,000
Lowboy Trailer	32		36,000
Air Compressor	33		22,000
Dump Trailers (2)	34		13,000
			781,000
 FINANCE:			
Scissor Lift	35		15,200
 INFORMATION TECHNOLOGY:			
Uninterruptible Power Supply (UPS) System	36		25,000
Document Management System	37		10,000
			35,000
 OPERATIONS:			
Motors (2)	38		14,500
Roof	39		9,000
Seismic Actuator	40		8,000
			31,500
 WATER RESOURCES:			
Warner Wellfield Assessment and Enhancement	41		500,000
Air Compressor	42		22,000
			522,000
 TOTAL CAPITAL BUDGET			\$ 8,429,700

Capital Budget Detail

Capital Budget Request

Project or Equipment Information		
Title:	Buena Creek (HB) Reservoir Rehabilitation	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and construction of repairs needed to the Buena Creek (HB) Reservoir.	
Reason for Request:	The Buena Creek (HB) Reservoir is a 4.5 million gallon pre-stressed concrete reservoir constructed in 1963. Rehabilitation efforts will include a seismic retrofit, new roof, new interior lining, and inlet/outlet piping upgrades.	
Asset Being Replaced (If Applicable):	<ul style="list-style-type: none"> • Partial Disposal of Asset No. 2191, HB Reservoir Construction, Date Built: 1963, Original Cost: \$56,312, Net Book Value: \$1,331 • Asset No. 2193, HB Reservoir Hypalon Liner, Date Acquired: 4/30/1987, Original Cost: \$158,439, Net Book Value: \$0 • Asset No. 2203, HB Reservoir Inside Ladders, Date Acquired: 5/31/1983, Original Cost: \$5,537, Net Book Value: \$0 • Asset No. 2205, HB Reservoir Altitude Valve and Piping, Date Acquired: 1/31/1993, Original Cost: \$36,954, Net Book Value: \$0 • Asset No. 3353, HB Reservoir Altitude Valve Actuator, Date Acquired: 5/6/2015, Original Cost: \$5,645, Net Book Value: \$0 	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:		\$ 75,000	\$ 75,000
FY 2019 Budget:		1,400,000	1,400,000
FY 2020 Budget:		3,275,000	3,275,000
FY 2021 and thereafter:			-
Total Projected Amount:	\$ -	\$ 4,750,000	\$ 4,750,000

Requesting Department: Engineering

Budget Item Number: 18-05

Capital Budget Request

Project or Equipment Information		
Title:	FY 2020 Main Replacement Program	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	On going program to replace various pipelines throughout the District.	
Reason for Request:	The goal of the main replacement program is to replace pipelines before they reach the end of their useful lives and become a maintenance liability or pipelines that need to be replaced due to street realignments and/or improvements. Therefore, replacement of mains is an ongoing project based on analysis of leak history, age and type of pipe material, input from District Field Crews, liability reduction, operational benefit, water quality problem reduction, future street improvement projects and other pertinent factors.	
Asset Being Replaced (If Applicable):	Various pipelines throughout the distribution system.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:	\$ 1,250,000	1,250,000	2,500,000
FY 2021 and thereafter:			-
Total Projected Amount:	\$ 1,250,000	\$ 1,250,000	\$ 2,500,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Edgehill (E) Reservoir and Pump Station	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and construction for the replacement of the Edgehill (E) Reservoir and new pump station.	
Reason for Request:	Edgehill (E) Reservoir is a 1.5 million gallon reinforced concrete reservoir constructed in 1929 and is in need of replacement. It is estimated that the new reservoir will be between 2 and 4 million gallons, depending on the site area and allowance for a new pump station. The new pump station was identified in the Master Plan and will provide a redundant feed from the Edgehill (E) Reservoir to the 837 and 984 Zones.	
Asset Being Replaced (If Applicable):	<ul style="list-style-type: none"> • Partial Disposal of Asset No. 2160, Reservoirs Various, Date Built: 1929, Original Cost: \$11,966, Net Book Value: \$0 • Asset No. 2169, Edgehill "E" Reservoir Modification Part I, Date Built: 6/30/1984, Original Cost: \$17,366, Net Book Value: \$0 • Asset No. 2171, Edgehill "E" Reservoir Modification Part II, Date Built: 6/30/1985. Original Cost: \$97,167, Net Book Value: \$0 	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:		\$ 50,000	\$ 50,000
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:		550,000	550,000
FY 2020 Budget:		800,000	800,000
FY 2021 and thereafter:		7,450,000	7,450,000
Total Projected Amount:	\$ -	\$ 8,850,000	\$ 8,850,000

Requesting Department: Engineering

Budget Item Number: 16-04

Capital Budget Request

Project or Equipment Information		
Title:	E43 Regulator Relocation and Upgrade	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Relocate the E43 Regulator from the intersection of South Santa Fe and Postal Way to the intersection of South Santa Fe and Monte Vista Drive, including approximately 830 feet of 18-inch pipe and 622 feet of 8-inch pipe.	
Reason for Request:	The existing E43 valves and vault are in need of repair and currently located in an area that is difficult to access. Additionally, the installation of a larger regulator and piping is identified in the Master Plan to provide increased capacity to the 565 Zone.	
Asset Being Replaced (If Applicable):	Partial Disposal of Asset No. 1036, Pipelines 1966 and Prior, Original Cost: \$2,215, Net Book Value: \$0 Partial Disposal of Asset No. 1215, Pipelines 73-74 District Paid, Original Cost: \$12,033, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2010 Budget:	\$ 15,000		\$ 15,000
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:		\$ 135,000	135,000
FY 2020 Budget:	100,000	100,000	200,000
FY 2021 and thereafter:	\$ 245,000	245,000	490,000
Total Projected Amount:	\$ 360,000	\$ 480,000	\$ 840,000

Requesting Department: Engineering

Budget Item Number: 10 - 02

Capital Budget Request

Project or Equipment Information		
Title:	Daley Bench Slope Stabilization	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Design and construction of slope repairs needed along the Daley Bench and access road. The project includes a steel wire reinforced shotcrete installation to stabilize the slope along a Flume reach of approximately 235 feet. Also needed is approximately 400 feet of retaining wall along the access road, and associated drainage improvements.	
Reason for Request:	The Flume and adjacent access road have suffered from slope erosion that requires stabilization.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2019 Budget:	<input type="text"/>	\$ 250,000 *	\$ 250,000 *
FY 2020 Budget:	<input type="text"/>	220,000	220,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 470,000"/>	<input type="text" value="\$ 470,000"/>

* Amount included in Operating Budget in FY 2019

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Four (4) Reservoirs Rehabilitation	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and construction of repairs needed to the Virginia Place (A), Summit Trail (C), Cabrillo Circle (E-1), and Deodar Reservoirs.	
Reason for Request:	The Virginia Place (A), Summit Trail (C), and Cabrillo Circle (E-1) Reservoirs are conventionally reinforced concrete reservoirs constructed in the 1920s and have capacities of 0.8, 0.8, and 0.6 million gallons, respectively. Deodar is a 1.3 million gallon pre-stressed concrete reservoir constructed in 1978. The first phase will be to perform a detailed inspection and structural analysis of each tank and define the rehabilitation improvements necessary, which may include seismic retrofit, new roof, and inlet/outlet piping upgrades, and replacement of pre-stressing wires for Deodar. The analysis will also look at phasing components of the work to limit shut-down periods.	
Asset Being Replaced (If Applicable):	Partial Disposal of Asset No. 2160, Reservoirs Various (A, C, E-1), Original Cost & Net Book Value: TBD* Partial Disposal of Asset No. 2188, Deodar Reservoir 1.3 mg, Original Cost & Net Book Value: TBD* * All partial disposal amounts to be determined after the design has been completed.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 50,000	\$ 50,000
FY 2021 and thereafter:		3,200,000	3,200,000
Total Projected Amount:	\$ -	\$ 3,250,000	\$ 3,250,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Vehicles (3)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	(1) Medium Duty Truck, Class 6 (\$115,000) (1) Dump Truck, Class 6 (\$125,000) (1) Medium Duty Truck w/utility body, Class 3 (\$40,000)	
Reason for Request:	The Ford-F550 and C70 dump truck have engine and chassis issues and the longevity of the diesel particulate filter (retrofitted 2010) is uncertain. The 2003 Ford-F250 has high mileage, worn suspension and cylinder head issues.	
Asset Being Replaced (If Applicable):	<ul style="list-style-type: none"> • Asset No. 2745, 2001 Ford-F550, Date Acquired: 6/6/2001, Original Cost: \$59,322, (Original Cost includes Diesel Particulate Filter, acquired on 3/3/10 for \$10,065), Net Book Value: \$0 • Asset No. 2890, 2003 Chevy-C70 Dump, Date Acquired: 3/14/2003, Original Cost: \$68,909, (Original Cost includes Diesel Particulate Filter, acquired on 3/1/10 for \$10,912), Net Book Value: \$0 • Asset No. 2922, 2003 Ford-F250, Date Acquired: 12/17/2003, Original Cost: \$21,126, Net Book Value: \$0 	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 280,000	\$ 280,000
FY 2021 and thereafter:			-
Total Projected Amount:	\$ -	\$ 280,000	\$ 280,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Boiler System	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Gas-fired boiler with associated pumps, piping and controls.	
Reason for Request:	The District's boiler system at VID headquarters is approximately 18 years old. The life expectancy of a commercial boiler is approximately 15 years. Maintenance performed on the boiler system by the District's HVAC contractor and staff have indicated there is considerable corrosion of the burner/heat exchanger. Replacing the boiler system before failure would reduce system downtime and associated costs.	
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 2778, Office 1391 Engineer St., Date Acquired: 4/20/2001, Estimated Original Cost: \$135,000, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 200,000	\$ 200,000
FY 2021 and thereafter:			-
Total Projected Amount:	\$ -	\$ 200,000	\$ 200,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Backhoe	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Four-wheel drive backhoe with a Tier 4 Final diesel engine.	
Reason for Request:	During FY 2018 one of the District's six backhoes was replaced with a mid-sized (15-ton) excavator. In FY 2019, the District's larger excavator (25-ton) was sold and replaced with a mini-excavator (5-ton). The purchase of the new backhoe will increase job site efficiency when installing service laterals and overall capabilities of the District.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 120,000	\$ 120,000
FY 2021 and thereafter:			-
Total Projected Amount:	\$ -	\$ 120,000	\$ 120,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Generator	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Trailer mounted, 120 kW three phase portable generator with a Tier 4 Final diesel engine.	
Reason for Request:	The existing portable generator was purchased in 2005 to provide emergency power to any of District's primary pump stations during power loss. In 2017, the generator's diesel engine had to be registered as a low use engine which limits its use to a maximum of 80 hours in a calendar-year. Also, per the County of San Diego Air Pollution Control District's rules the generator will have to be retired by the year 2020. Replacement of this generator will ensure power reliability to the primary pump stations that supply water to the District's highest pressure zones.	
Asset Being Replaced (If Applicable):	Asset No. 2985, 2005 Multiquip Generator With Trailer, Date Acquired: 9/20/2005, Original Cost: \$51,456, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2020 Budget:	<input type="text"/>	\$ 110,000	\$ 110,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	-
Total Projected Amount:	\$ -	\$ 110,000	\$ 110,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Lowboy Trailer	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Lowboy trailer with a 45,000 pound gross vehicle weight rating and anti-lock air brakes.	
Reason for Request:	The District's existing lowboy trailer is approximately 36 years old and needs new decking. Additionally, the air brake system is outdated and its components have increasingly become difficult to acquire.	
Asset Being Replaced (If Applicable):	Asset No. 1778, 1983 Lowboy Trailer, Date Acquired: 8/31/1983, Original Cost: \$16,663, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2020 Budget:	<input type="text"/>	\$ 36,000	\$ 36,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 36,000"/>	<input type="text" value="\$ 36,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Air Compressor	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	A trailer mounted portable air compressor with a Tier 4 Final diesel engine that delivers 185 cubic feet per minute.	
Reason for Request:	Currently there are two portable air compressors in the Field Services department. They were both purchased in 1999 and each has an 80-horsepower (Tier 1) diesel engine. Per County of San Diego Air Pollution Control District requirements, both air compressors will have to be retired in 2020. The compressors are used to power pneumatic tools on job sites.	
Asset Being Replaced (If Applicable):	<ul style="list-style-type: none"> • Asset No. 2622, 1999 Sullair Compressor, Date Acquired: 11/18/1999, Original Cost: \$11,626, Net Book Value: \$0 • Asset No. 2567, 1999 Sullair Compressor, Date Acquired: 2/18/1999, Original Cost: \$11,626, Net Book Value: \$0 	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 22,000	\$ 22,000
FY 2021 and thereafter:			-
Total Projected Amount:	\$ -	\$ 22,000	\$ 22,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Dump Trailers (2)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Two tandem axle material dump trailers (8' x 10'), each with a hydraulic hoist system and each with 7,000 pound gross vehicle weight rating.	
Reason for Request:	Both of the current District's dump trailers are over 30 years in age. The hoist, bed and bed frame on each of the trailers are fatigued and have reached the end of their useful lives.	
Asset Being Replaced (If Applicable):	Both current trailers did not meet the capital threshold at the time of their purchase.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2020 Budget:	<input type="text"/>	\$ 13,000	\$ 13,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 13,000"/>	<input type="text" value="\$ 13,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Scissor Lift	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	This equipment is used to take a person safely up to the higher level shelving areas in a warehouse. It includes space in the cage area to bring down items without the use of a forklift.	
Reason for Request:	For use in the Warehouse to bring down items that have previously been placed on higher shelves without having to pull down an entire pallet. Scissors lifts will allow staff to work at areas high above ground level without any concern for balance as compared to when using a ladder. It can move in smaller places, as well, and it can also be used for changing the lights in the warehouse.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 15,200	\$ 15,200
FY 2021 and thereafter:			-
Total Projected Amount:	\$ -	\$ 15,200	\$ 15,200

Requesting Department: Finance

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Uninterruptible Power Supply (UPS) System	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	The District's UPS system ensures constant power to all critical IT infrastructure in the event there is a loss of power.	
Reason for Request:	The District's UPS System for all servers, phone system and internet equipment is about 8 years old and is in need of an upgrade to ensure its continued functionality and protection of critical District infrastructure	
Asset Being Replaced (If Applicable):	The current UPS System did not meet the capital threshold at the time of its purchase.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2020 Budget:	<input type="text"/>	\$ 25,000	\$ 25,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 25,000"/>	<input type="text" value="\$ 25,000"/>

Requesting Department: Information Technology

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Document Management System	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	The document management system provides a repository for all District documents in electronic format. This system will index documents and is able to make any document easily searchable.	
Reason for Request:	The District's current document management system is over 15 years old and is in need of an overhaul due to compatibility issues with current systems as well as basic functionality failures.	
Asset Being Replaced (If Applicable):	The current Document Management System did not meet the capital threshold at the time of its purchase.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2020 Budget:	<input type="text"/>	\$ 10,000	\$ 10,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	-
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 10,000"/>	<input type="text" value="\$ 10,000"/>

Requesting Department: Information Technology

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Motors (2)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	A 75-horsepower and a 100-horsepower vertical hollow shaft motor for Pump Station No. 10	
Reason for Request:	Both current motors require extensive refurbishment. The price of refurbishment of the motors is not cost effective versus purchasing two new motors due to losses in efficiency in both motors.	
Asset Being Replaced (If Applicable):	<ul style="list-style-type: none"> • Asset No. 3282, 75 HP motor, Date Acquired: 7/16/2013, Original Cost: \$5,928, Net Book Value: \$1,829 • Asset No. 3214, 100 HP motor, Date Acquired: 8/15/11, Original Cost: \$6,624, Net Book Value: \$521 	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2020 Budget:	<input type="text"/>	\$ 14,500	\$ 14,500
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	-
Total Projected Amount:	\$ -	\$ 14,500	\$ 14,500

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Roof	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Precast reinforced concrete vault roof for CX27 regulator.	
Reason for Request:	The existing 6' X7' steel vault roof is corroded and the strength of its support structure has degraded. A new reinforced concrete vault roof will increase the structural integrity of the roof.	
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 1426, Date Acquired: 12/31/1995, Original Cost: \$2,500, Net Book Value: \$1,000	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2020 Budget:	<input type="text"/>	\$ 9,000	\$ 9,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 9,000"/>	<input type="text" value="\$ 9,000"/>

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Seismic Actuator	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Seismic control valve actuator at San Luis Rey reservoir.	
Reason for Request:	The current seismic actuator which is part of the Seismic Control Device has been in service approximately 24 years. This model has had electro-mechanical issues and is antiquated by design and modern control standards.	
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 2238, Seismic Control Device SLR, Date Acquired: 6/30/1995, Original Cost: \$8,565, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
FY 2020 Budget:	<input type="text"/>	\$ 8,000	\$ 8,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="-"/>
Total Projected Amount:	<input type="text" value="\$ -"/>	<input type="text" value="\$ 8,000"/>	<input type="text" value="\$ 8,000"/>

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Warner Wellfield Assessment and Enhancement	<input checked="" type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Perform comprehensive assessment of existing Warner Wellfield water production and conveyance facilities; develop recommendations to rehabilitate, replace or supplement those facilities to achieve desired wellfield performance objectives; perform CEQA analysis of those recommendations; and design recommended improvements. Future phases will include construction of recommended improvements.	
Reason for Request:	The project is needed to identify and design the steps necessary to achieve the wellfield performance objectives developed as part of the District's Warner Valley Groundwater Model Development Project. The District's existing wellfield facilities range between 35 and 70 years old, and most are in need of rehabilitation or replacement.	
Asset Being Replaced (If Applicable):	To be determined, but could include most of the District's assets in the Warner Wellfield.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:			-
FY 2017 Budget:			-
FY 2018 Budget:			-
FY 2019 Budget:			-
FY 2020 Budget:		\$ 500,000	\$ 500,000
FY 2021 and thereafter:		2,500,000	2,500,000
Total Projected Amount:	\$ -	\$ 3,000,000	\$ 3,000,000

Requesting Department: Water Resources

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Air Compressor	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	A trailer mounted portable air compressor with a Tier 4 Final diesel engine that delivers 185 cubic feet per minute.	
Reason for Request:	The current portable air compressor at Lake Henshaw was purchased in 2003 and has an 80-horsepower (Tier 1) diesel engine. Per County of San Diego Air Pollution Control District requirements, the current air compressor will have to be retired in 2020. The compressor is used to power pneumatic tools on job sites.	
Asset Being Replaced (If Applicable):	Asset No. 2891, 2003 Sullair compressor, Date Acquired: 1/16/2003, Original Cost: \$11,608, Net Book Value: \$0	

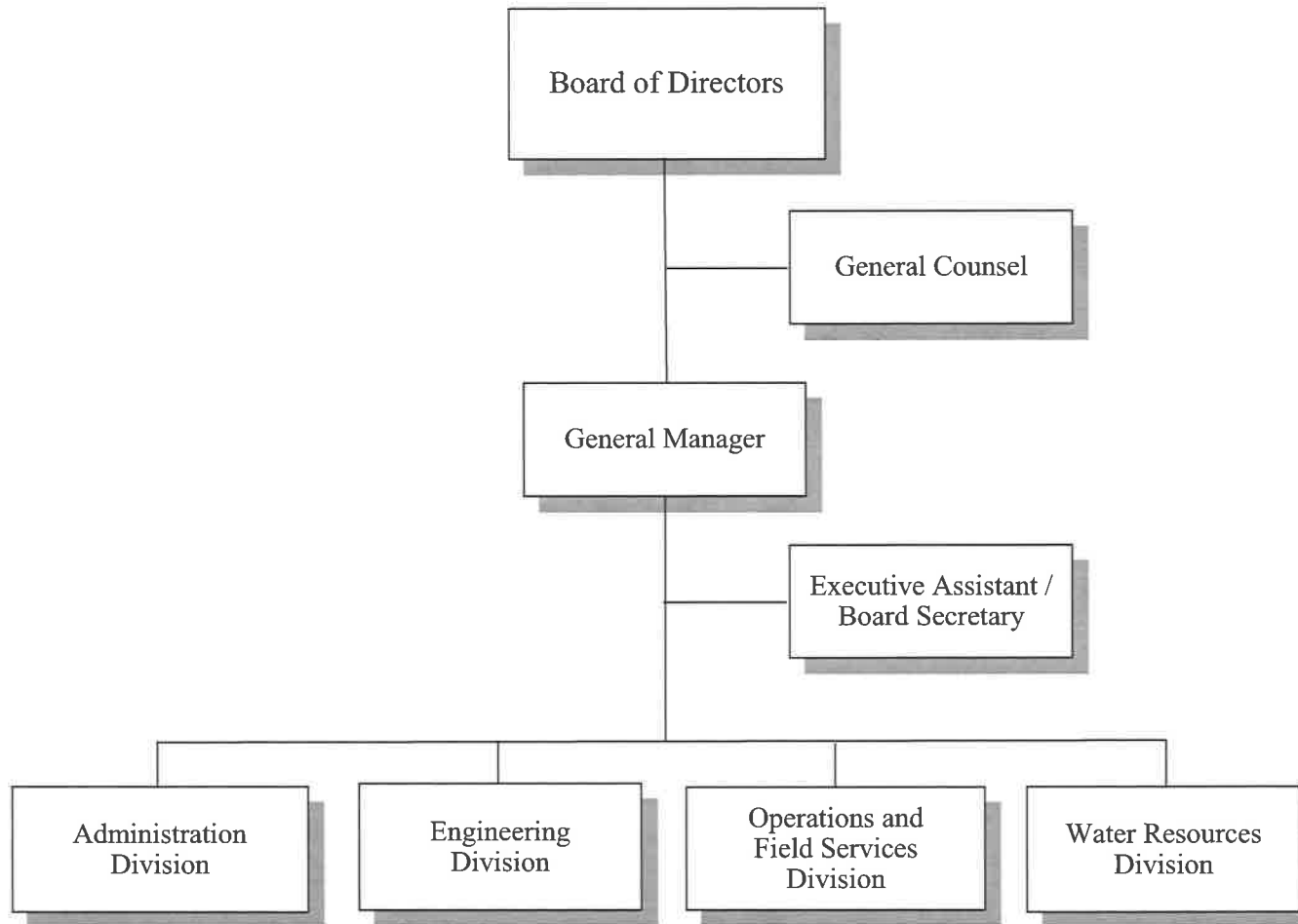
Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2018 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2019 Budget:	<input type="text"/>	<input type="text"/>	-
FY 2020 Budget:	<input type="text"/>	\$ 22,000	\$ 22,000
FY 2021 and thereafter:	<input type="text"/>	<input type="text"/>	-
Total Projected Amount:	\$ -	\$ 22,000	\$ 22,000

Requesting Department: Water Resources

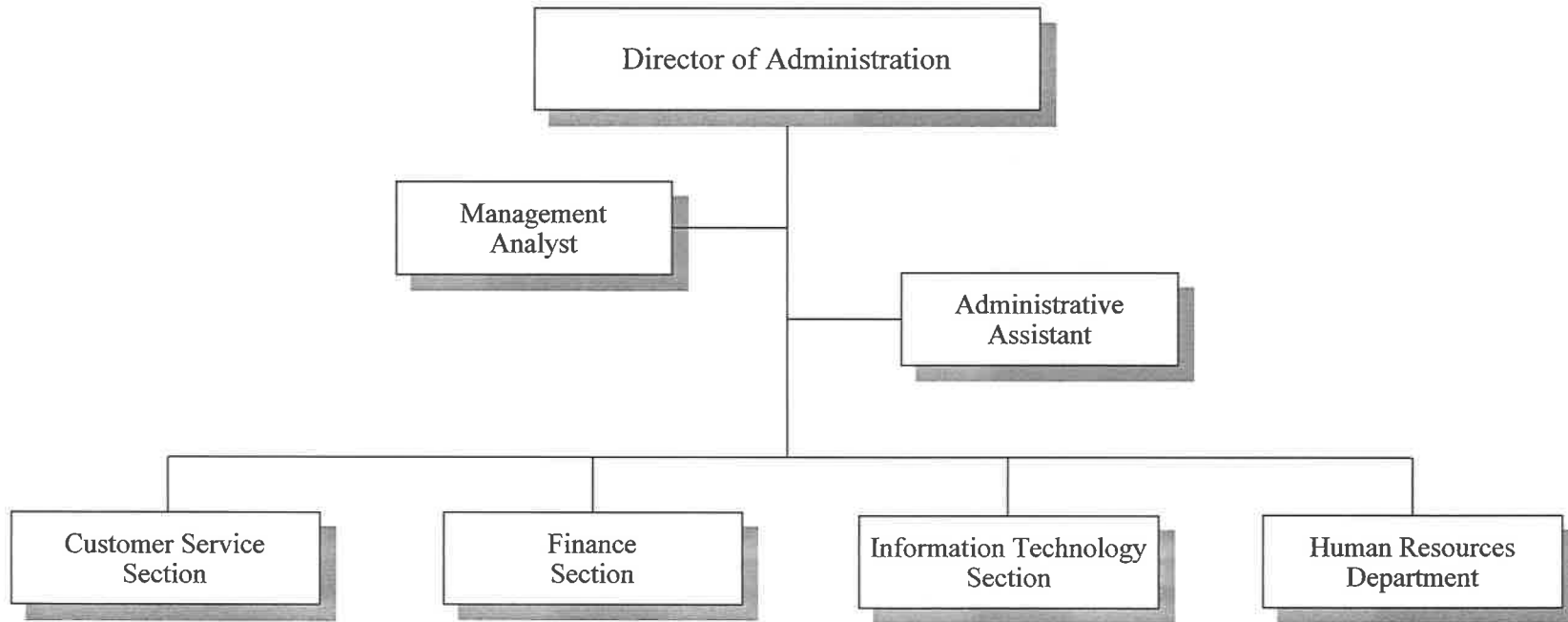
Budget Item Number: _____

**Division/Department
Mission Statements and Descriptions**

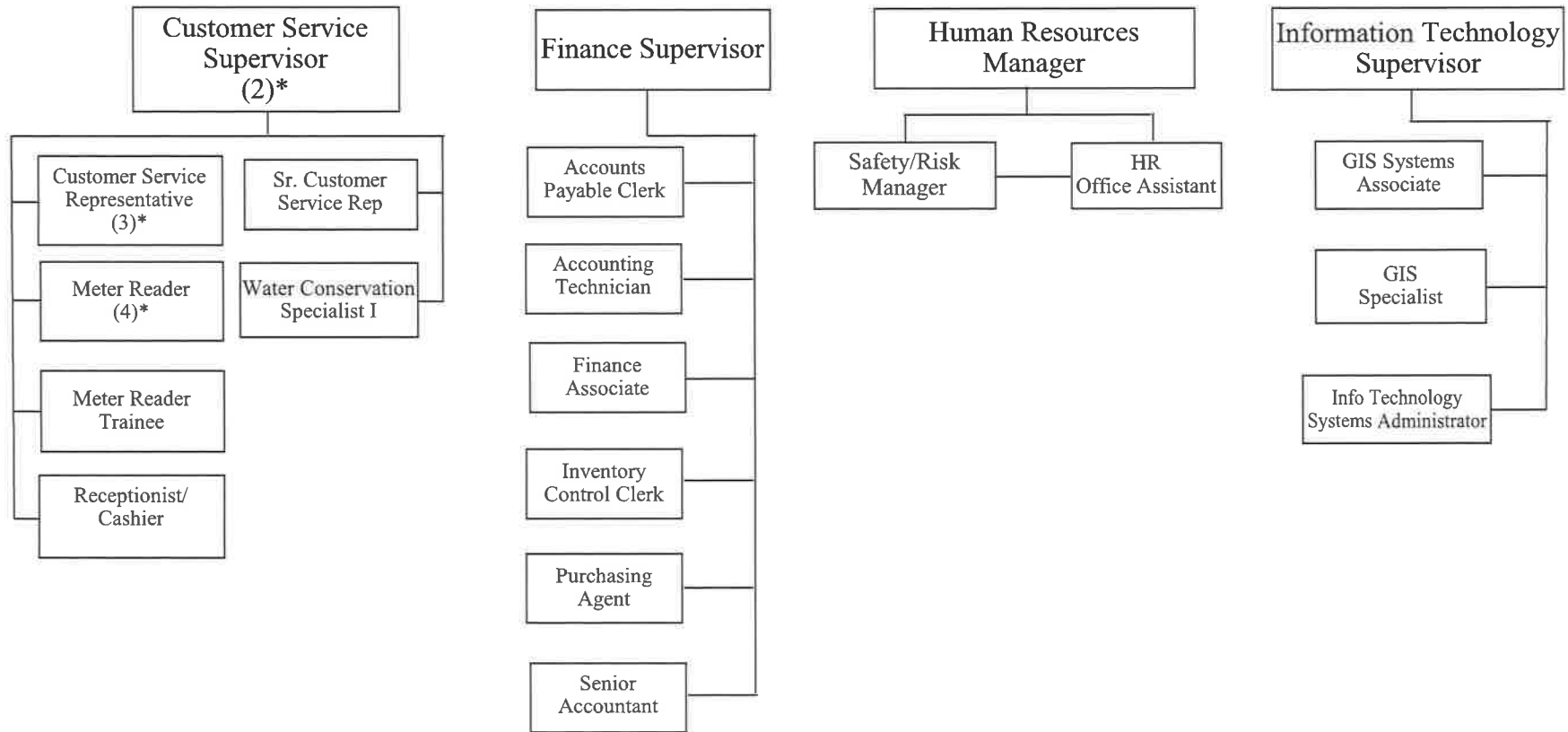
VID Divisions and Organization



Administration Division



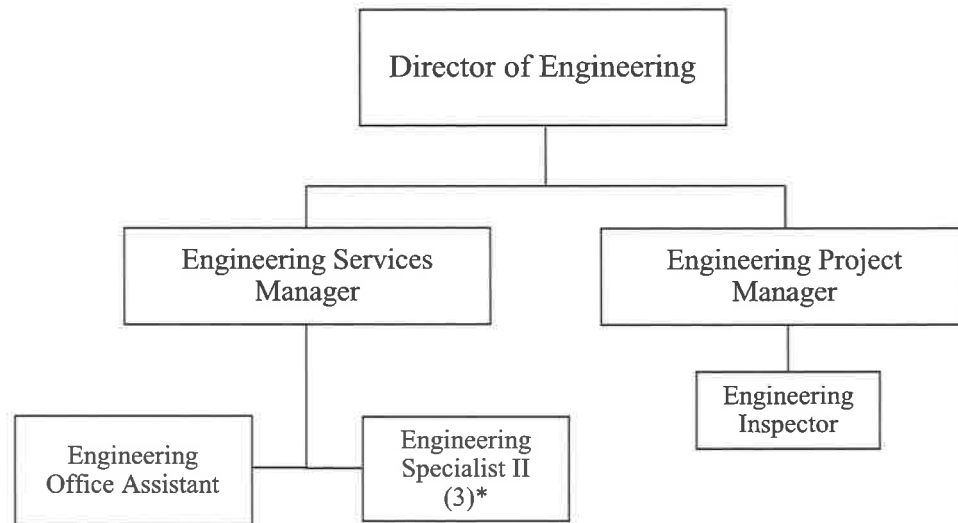
Customer Service, Finance, Information Technology Sections and Human Resources Department



45

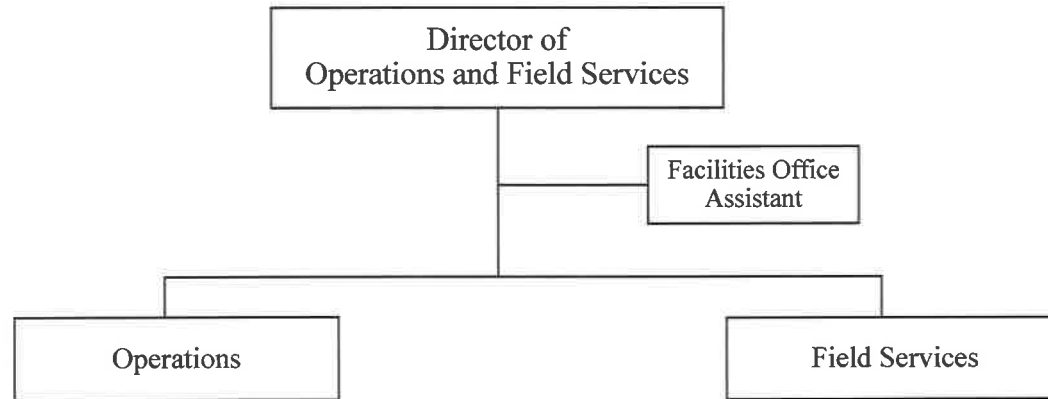
*Number of positions with the title if more than 1

Engineering Division

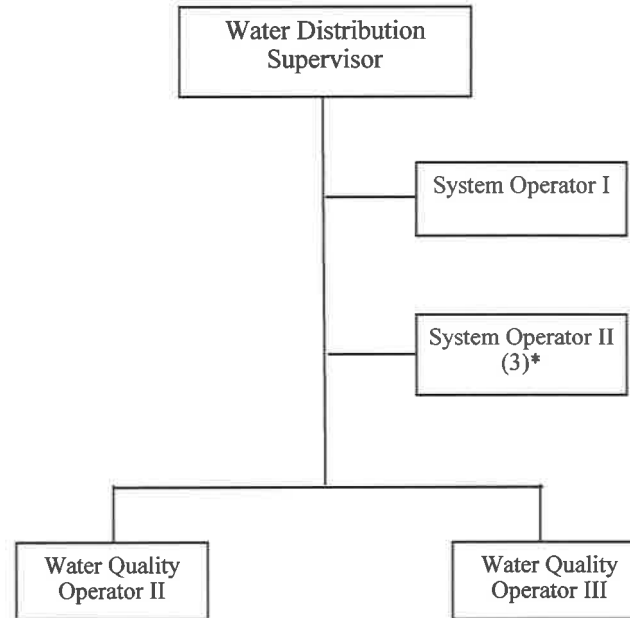
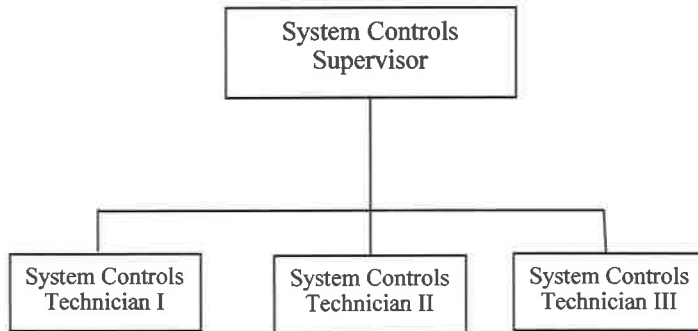


*Number of positions with the title if more than 1

Operations and Field Services Division

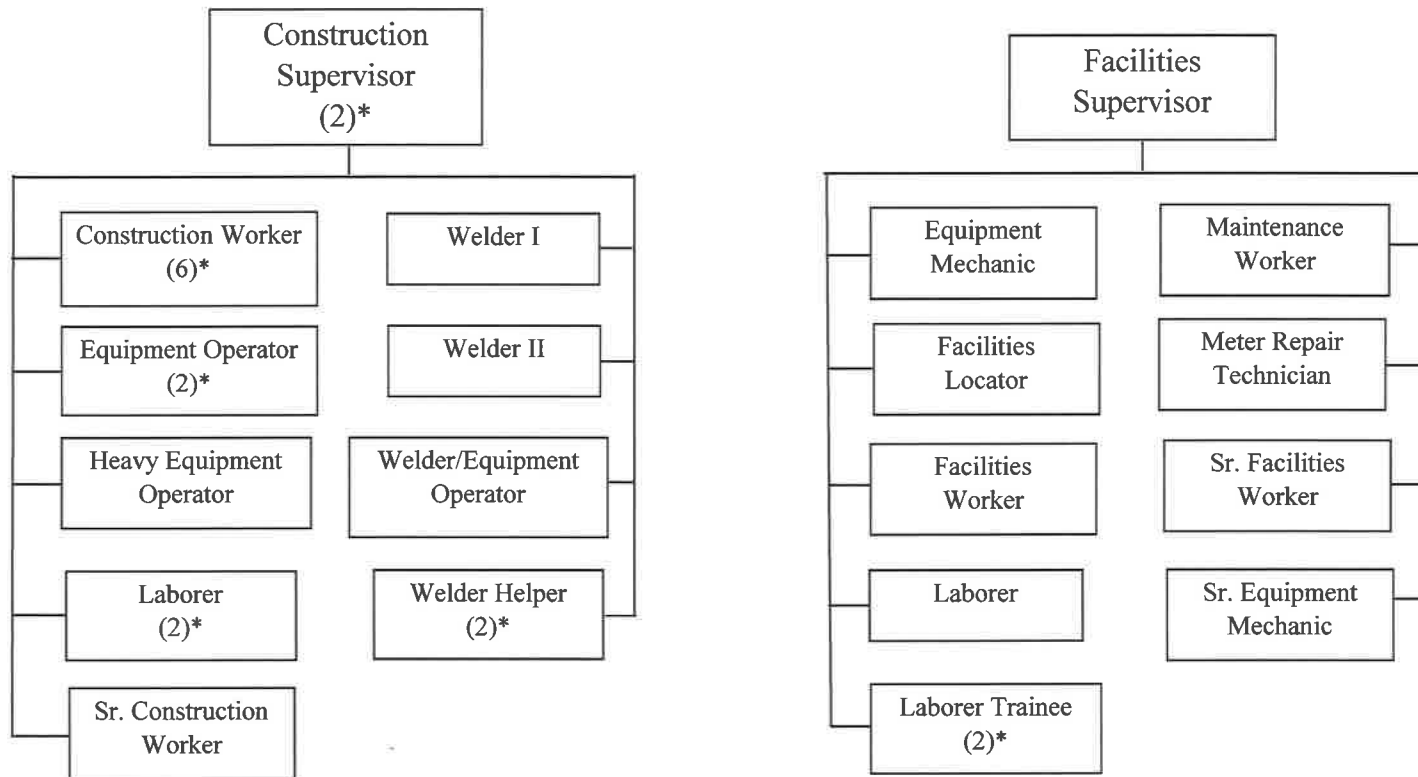


Operations



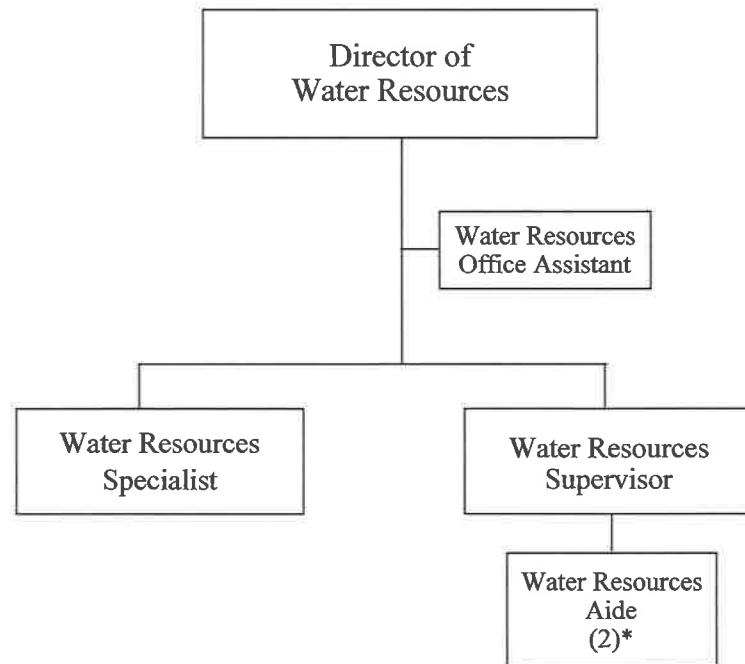
*Number of positions with the title if more than 1

Field Services



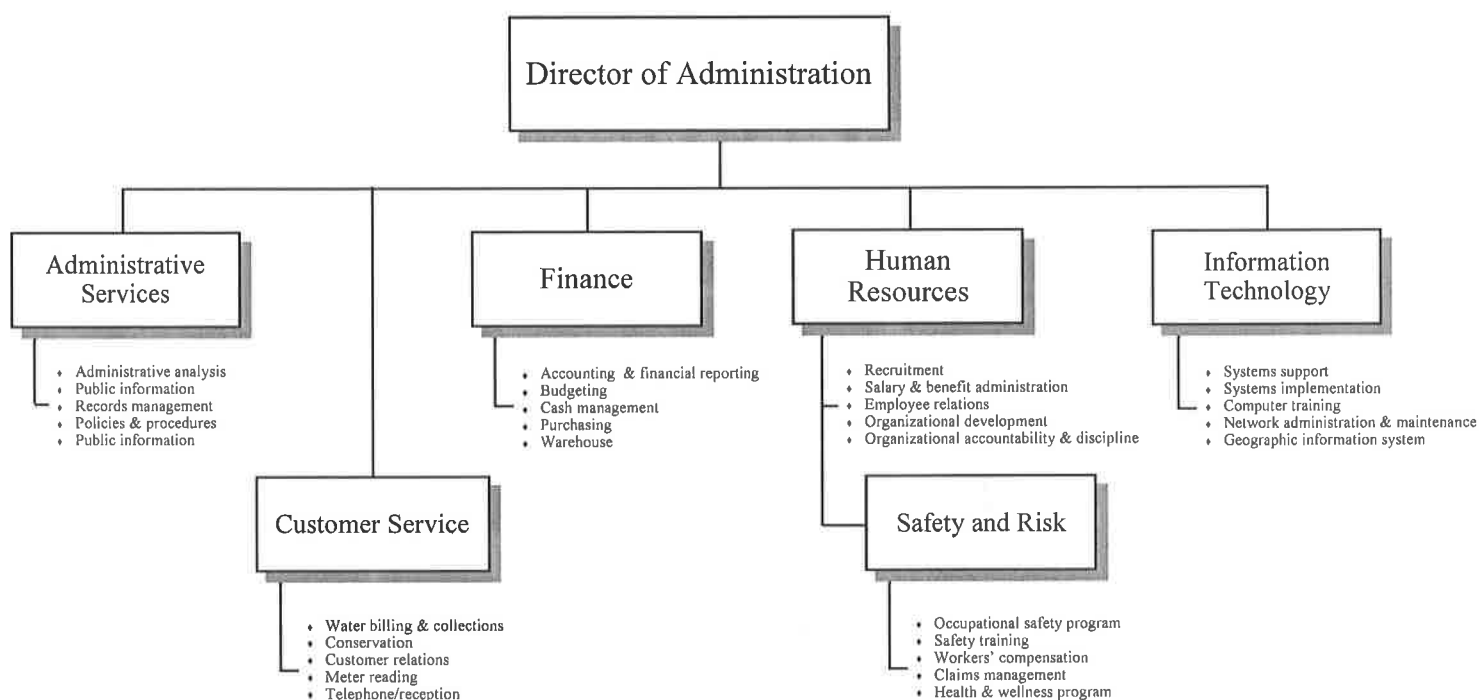
*Number of positions with the title if more than 1

Water Resources Division



*Number of positions with the title if more than 1

ADMINISTRATION DIVISION



Mission Statement

The mission of the Administration Division is to provide timely, accurate and useful information to the Board, staff and public; ensure that the District is in compliance with all applicable laws, statutes and reporting requirements; to provide administrative support to all the other divisions and departments in order to help them achieve their individual missions and the overall mission of the District; and to promote a positive and safe working environment for all District employees.

Number of Positions: 32

ADMINISTRATIVE SERVICES DIVISION

Mission Statement

The mission of the Administrative Services Division is to provide professional and clerical support for all departments so that orderly operation of these departments can be maintained, and to keep the public and the Board informed of important District affairs.

Description

The Administrative Services Division is the clearinghouse for all of the District's policies, procedures, rules and regulations. The Division manages the District's central files and records and retrieves essential documents when needed by other departments. The Section conducts a variety of special studies and projects related to the functions and goals of the District. Additionally, the Division provides the media and the public with information concerning District operations and coordinates the development and maintenance of the District's website and other outreach platforms.

CUSTOMER SERVICE SECTION

Mission Statement

The mission of the Customer Service Section is to provide the highest quality customer service to the District's customers, to promptly account for water used and administer District policies on ownership, tenancy, billing and collection of water revenues, and to provide courteous assistance to customers in understanding their billing and the services provided by the District.

Description

The Customer Service Section is the "Front Line" to the customer and the general public about District policies on water billing, payments and customer service. The Section is responsible for reading water meters and preparing water bills and responding to customer inquiries regarding water accounts. In the cash handling function, the Customer Service Section balances and prepares receipts and bank deposits. A Section staff member serves as receptionist and telephone operator for the District.

The Section also implements proven water conservation programs that improve the efficient use of water. Staff educates the public on water conservation methods and techniques through workshops, seminars, home visits, school programs and other group and community activities.

FINANCE SECTION

Mission Statement

The mission of the Finance Section is to safeguard the financial integrity and assets of the District.

Description

The Finance Section is responsible for day-to-day accounting and financial operations of the District. Following the principles of governmental accounting, the District is accounted for on an accrual basis, as an Enterprise Fund. Internal accounting controls, as required under generally accepted accounting principles, are strictly enforced in safeguarding the District's property and in preparing financial statements. Additionally, the Section produces the District's annual audited financial statements and other financial management reports, prepares and monitors the District's annual operating and capital budgets, assists other departments with procuring supplies, equipment and services and operates the District's warehouse.

HUMAN RESOURCES DEPARTMENT

Mission Statement

The mission of the Human Resources Department is to recruit, develop, and retain a highly qualified staff and to develop and maintain organizational systems that value safety, quality performance, professional ethics, and personal integrity.

Description

The Human Resources Department is responsible for position classification, recruitment, compensation, organizational development, employee and dependent benefits, employee/employer relations, organizational accountability and workforce retention and succession planning efforts.

Following generally accepted and legally mandated human resources practices in public sector agencies, the Human Resources Department also administers the District's programs and policies for equal employment, employee benefits, performance evaluations, labor negotiations, and discipline proceedings.

In addition, Human Resources conducts job classification and salary surveys; recommends salaries based on internal equity and job market indicators; serves as an internal consultant to District employees, and as a business partner with supervisors and managers on human resources and organization development issues. Human Resources also develops and monitors memorandums of agreement and develops and administers all District personnel policies and procedures.

INFORMATION TECHNOLOGY SECTION

Mission Statement

The mission of the Information Technology Section is to install, maintain and support the District's computers, software and automated systems and to train District employees in their use.

Description

Information Technology Section is responsible for managing the District's Information Technology systems. In addition, staff provides facility information by use of a computerized geographic information system. Staff provides overall project management for the implementation, integration and maintenance of the District's automated information systems and provides technical support and coordination for the district's hardware, software, network, and telephone systems. Staff also provides appropriate staff training in computer skills.

SAFETY AND RISK MANAGEMENT SECTION

Mission Statement

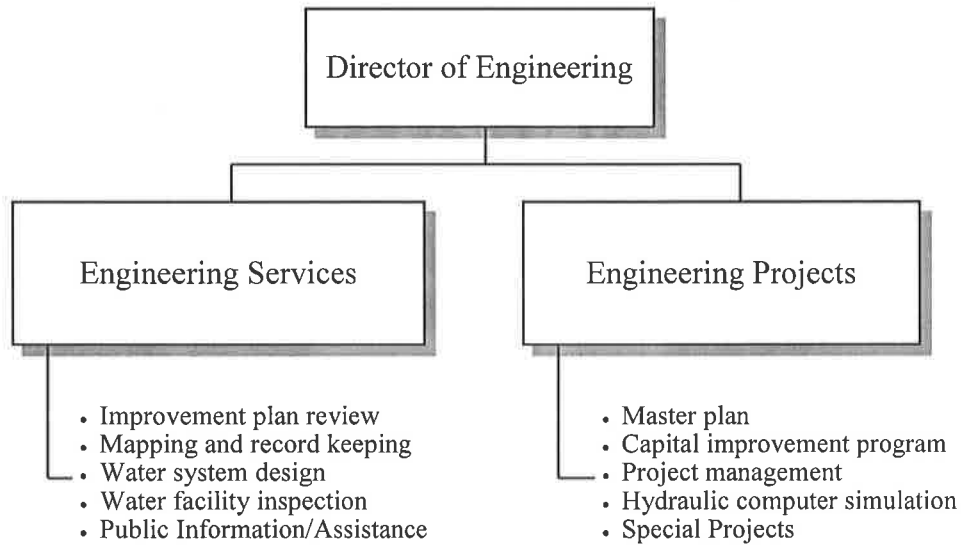
The mission of the Safety and Risk Management Section is to assist in the identification and prevention of events that cause harm to people, property or the environment.

Description

In the area of occupational safety, the Section is responsible for developing, maintaining, and implementing comprehensive safety and health programs, educational materials, and procedures designed to increase knowledge of employees and reduce injuries. The Section identifies safety training needs, schedules competent trainers, and tracks and maintains records of completed training. The Section conducts post incident injuries, vehicle or equipment incident investigations. Section staff participates on the District Safety Committee that discusses, solves and implements safety issues. The Section is also responsible for serving as a liaison for workers' compensation matters and return to work opportunities.

In the area of Risk Management, the Section is responsible for case management of claims pertaining to damage or liability against the District, conducting field investigations on claims, obtaining estimates for repairs, informing claimant of legal requirements for filing a claim, and keeps claimant informed. The Section is also responsible for informing the insurance carrier of the incident details and operates within the guidelines of the contract. The Section recommends the denial or acceptance of claims to the General Manager and negotiates with claimants and settles claims within limits of authority, as necessary.

ENGINEERING DIVISION



Mission Statement

The mission of the Engineering Division is to provide our customers with a reliably designed distribution system that will deliver the needed quantity and quality of water in the most economically and environmentally sensitive manner and to provide courteous and professional assistance to the public, while insuring policies of the District are followed.

Number of Positions: 8

ENGINEERING SERVICES DEPARTMENT

Mission Statement

The mission of the Engineering Services Department is to insure the efficient and orderly extension of the District's distribution system and clearly relate and administer District policies to customers so that the appropriate level of water service can be provided.

Description

The Engineering Services Department is responsible for day-to-day engineering activities of the District. The department interacts with customers, developers and other public agencies regarding water system improvements and extensions. The Department also designs, checks, inspects and ensures proper mapping of improvements to the system as well as processes contracts, legal documents and service applications.

ENGINEERING PROJECTS DEPARTMENT

Mission Statement

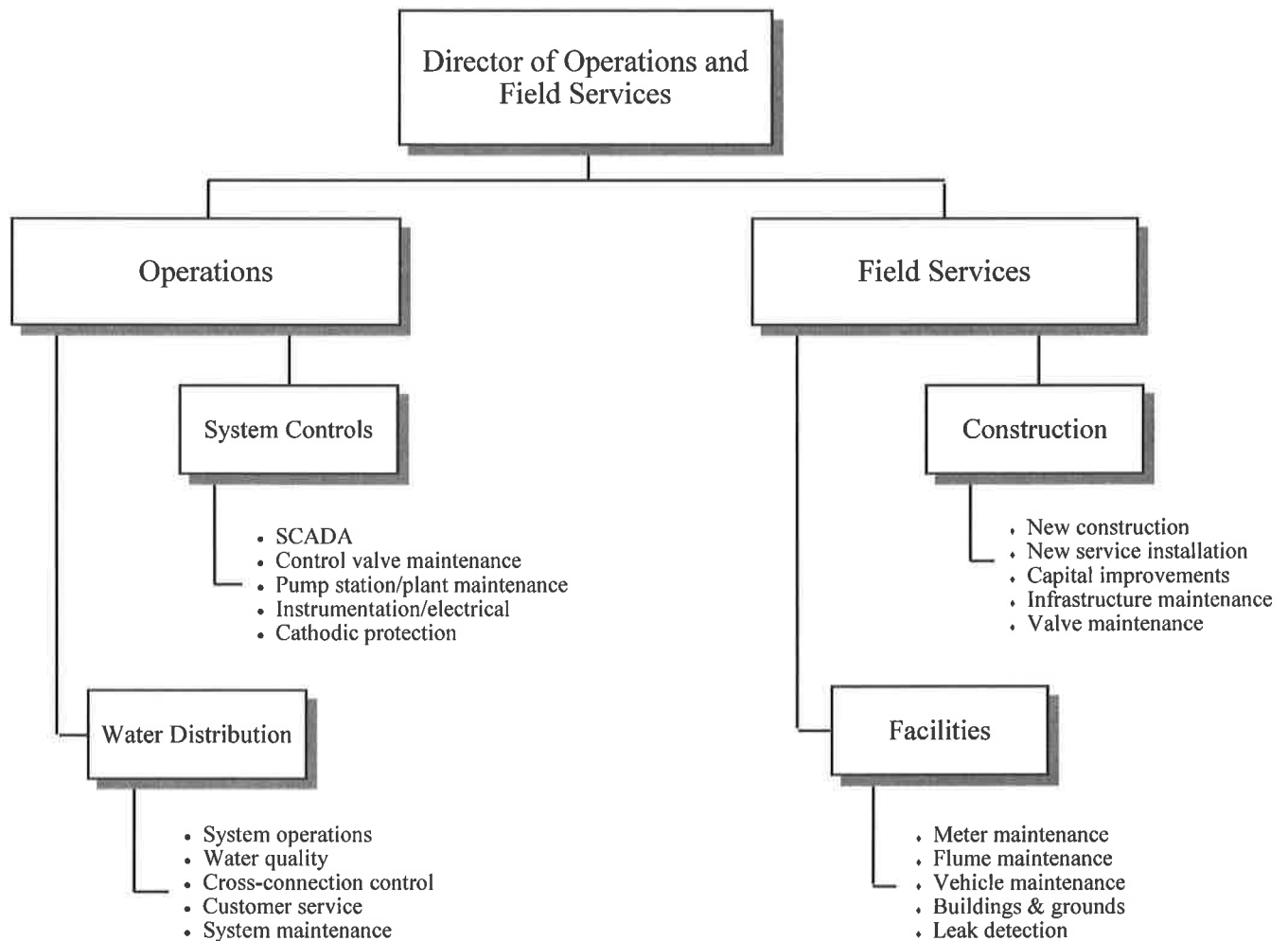
The mission of the Engineering Projects Department is to plan and coordinate the long and short-range water supply and facility needs of the District by developing a master plan of facilities and planning and implementing of a capital improvements program.

Description

The Engineering Projects Department utilizes available data and a computerized hydraulic analysis model to develop and update a master plan of facilities needed for the District's distribution system. This information is used to plan, develop, budget and implement a capital improvements program. Staff provides fire flow and water facility sizing analysis for proposed developments and extensions to the District's facilities.

The Engineering Projects Department also assists in special project needs of the Engineering Services Department and other District departments, as well as providing design, project management, coordination, and inspection of District capital improvement projects.

OPERATIONS AND FIELD SERVICES DIVISION



Mission Statement

The mission of the Operations and Field Services Division is to effectively produce, treat, monitor and distribute a safe, reliable, potable water supply to our customers throughout the District's service area; to manage and promote the cost effective and safe operation of the District's construction and maintenance activities; to operate and maintain the District's equipment and facilities in a professional and workman like manner; to provide reliability of service to our customers; to provide for a safe and efficient local water supply; and to husband the resources of the Warner Ranch, including its watershed and aquifers, in a cost effective and environmentally responsible manner.

Number of Positions: 43

OPERATIONS

Mission Statement

The mission of Operations is to manage, oversee, and support the System Controls Section and the Water Distribution Section to ensure an efficient distribution of a safe, reliable potable water supply throughout the District's service area. The mission includes the monitoring, operating and proactive maintenance of all the District's water storage, pumping and conveyance facilities.

SYSTEM CONTROLS SECTION

Mission Statement

The mission of the System Controls Section is to leverage the capabilities of the District's operators to monitor and operate the water production and distribution systems through remote sensing and control systems; to construct and maintain the electrical control systems of the District's water storage, pumping and conveyance facilities; and to provide for the proactive maintenance of the District's pumps, hydraulic control valves and cathodic protection systems; all to ensure the safe, reliable and efficient operation the District's water distribution system.

Description

The System Controls Section performs predictive, preventive, and corrective maintenance on pumps, motors, regulators, chlorination plants, seismic control valves, water quality monitoring equipment, motor control and cathodic protection systems. Controls staff also maintains and supports the development of the District's Supervisory Control and Data Acquisition (SCADA) system and 900 MHz wireless radio communication network. Additionally, the section upgrades various control systems, in accordance with District standards and safety requirements, to meet modern criteria and to enhance distribution system monitoring and performance.

WATER DISTRIBUTION SECTION

Mission Statement

The mission of the Water Distribution Section is to efficiently operate the District's water distribution system to ensure a safe, reliable water supply throughout the District's service area while maintaining the highest standards of customer service.

Description

The Water Distribution Section is responsible for anticipating water supply needs and ordering sufficient water volumes to meet system demands and storage needs for normal and emergency operations. The Section is also responsible for maintaining water quality, system, facility and infrastructure monitoring, cross-connection control, documentation, reporting, safe work practices and maintenance and operation of its state-certified laboratory. The Section responds to customer inquiries regarding water supply, water pressure and water quality issues, and coordinates system operation during planned and unplanned outage events. The Section has the responsibility to ensure that the District remains in compliance with federal, state and local regulations, including those promulgated by: State Water Resources Control Board; The Regional Water Quality Control Board; Environmental Laboratory Accreditation Program; County Health Department; Office of Environmental Health Hazard Assessments; Occupational Safety and Health Administration; and California Code of Regulations - Title 17 and 22.

FIELD SERVICES

Mission Statement

The mission of the Field Services is to manage, oversee, and support the Construction and Facilities Sections which includes new construction and maintenance of the existing underground system as well as maintenance on the District's equipment and above ground facilities.

CONSTRUCTION SECTION

Mission Statement

The mission of the Construction Section is to support the District's distribution system through new construction, system expansion and maintenance using available resources in a safe and efficient manner.

Description

The Construction Section performs a wide variety of maintenance functions to the District's underground infrastructure as well as system expansions through new construction projects. The Section's responsibilities include the maintenance of the District's ever-growing 429 miles of pipelines and services. The staff handles an assortment of repairs and new installations within the District. In cooperation with the District's Engineering Division, the Construction Section work schedules include coordination with developers, contractors, other utilities and public agencies to meet the water demands of a growing community. Maintaining the gate valves throughout the distribution system is also another task the Construction Section performs in order to assure maximum operational efficiency.

FACILITIES SECTION

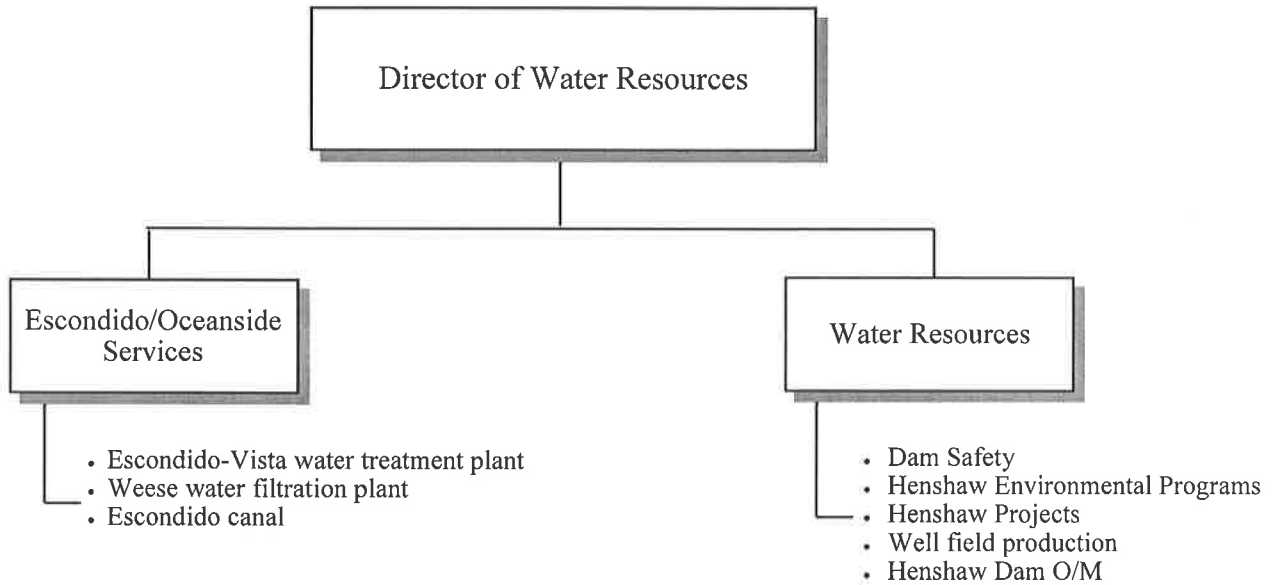
Mission Statement

The mission of the Facilities Section is to utilize predictive and preventive maintenance procedures to keep the District's equipment and above ground facilities and grounds in a safe, workman like and professional working order, and to detect and repair problems before they lead to expensive and disruptive breakdowns.

Description

Facilities staff provides a variety of maintenance functions. Employees provide twenty four hour on-call emergency response coverage for facility repairs and maintenance. Staff maintains and repairs the District's buildings, reservoirs, pumping stations, water treatment plants, and 13 miles of Vista Flume which includes roadways and culverts. The Section has a leak detection program and provides pipeline locating for District staff and contractors. Weeding and brush control programs have been put in place at District facilities to minimize fire hazards and potential liabilities. The Garage provides maintenance to over 63 trucks and sedans and a wide variety of light and heavy construction equipment. The Meter Shop provides special meter reading, meter accuracy and maintenance programs. The Maintenance Shop is kept equipped to perform special building projects as required in a timely manner.

WATER RESOURCES DIVISION



Mission Statement

The mission of the Water Resources Division is to procure a safe and reliable local water supply for the District; to treat the water to standards that meet or exceed state and federal law; to provide for the safety and security of the Henshaw Dam; and to conserve the resources of the Warner Ranch, including its watershed and aquifers in a cost effective and environmentally responsible manner.

Number of Positions: 6

ESCONDIDO/OCEANSIDE SERVICES

Mission Statement

The District's mission in procuring the services of the City of Escondido is to convey local water from Lake Henshaw through the San Luis Rey River to the headworks of the Escondido/Vista Water Treatment Plant. The District's mission in procuring services from the cities of both Escondido and Oceanside is also to treat local and/or imported raw water supplies in an environmentally and economically responsible manner.

Description

The City of Escondido owns and operates the Escondido Canal and other facilities which divert water out of the San Luis Rey River and convey it to the headworks of the Escondido/Vista Water Treatment Plant. The Vista Irrigation District has rights to 50 percent of the capacity of these conveyance facilities and pays for 50 percent of the operation and maintenance. The City and District jointly own the Escondido/Vista Water Treatment Plant (80% - 20% respectively), which is operated by the City on behalf of both parties. The City and District jointly contribute to the cost of operation and maintenance, and cooperate to plan for and implement improvement projects to meet water production and water quality objectives, including water quality standards as mandated by the State of California.

The City of Oceanside owns and operates the Robert A. Weese Filtration Plant which treats imported water from the San Diego County Water Authority (CWA). The District contracts with the City of Oceanside to treat raw water procured by the District from CWA facilities.

WATER RESOURCES SECTION

Mission Statement

The mission of the Water Resources Section is to provide for the safety and security of Henshaw Dam; to meet the local water production goals of the District; and to conserve the resources of the Warner Ranch, including its watershed and aquifers, in a cost effective and environmentally responsible manner.

Description

The Section's goal is to meet the local water supply needs for the District. The focus in dry or low runoff years is pumping water from the well field into the lake to sustain a given monthly average of produced water. Section personnel maintain pipelines and open ditches that deliver water to the lake. Our operations entail efficiently pumping and keeping the water supply routes open and clear to the lake, and supplying water to the lessee (cattle company).

In a wet year, our concentration shifts to maintenance pertaining to facilities at the dam, buildings and grounds on the ranch, servicing the wells and upgrading our roads and culverts.

In wet or dry cycles, the collection of operational, meteorological, and hydrologic data is an important aspect of the Section's mission.