

MINUTES OF THE
FISCAL POLICY COMMITTEE OF
VISTA IRRIGATION DISTRICT

May 1, 2017

A meeting of the Fiscal Policy Committee was held on Monday, May 1, 2017, at the offices of the District, 1391 Engineer Street, Vista, California.

1. CALL TO ORDER

Chair Miller called the meeting to order at 3:00 p.m.

2. ROLL CALL

Directors present: Chair Miller and Director Dorey.

Staff present: Eldon Boone, General Manager; Brett Hodgkiss, Assistant General Manager; Frank Wolinski, Operations and Field Services Manager; Randy Whitmann, Engineering Project Manager; Farrokh Shahamiri, Finance Associate; Marlene Kelleher, Finance Manager; and Marian Schmidt, 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 2018 BUDGET

See staff report attached hereto.

General Manager Eldon Boone provided information on the District's revenue, operating, and capital outlay projections for Fiscal Year 2018 Budget. Mr. Boone reported the budget shows a 9% increase in water sales due to an increase in customer water use. He stated that customers are continuing to conserve but not at the levels they were previously.

Mr. Boone reported on the District's local water source (Lake Henshaw) and purchased water from the San Diego County Water Authority. Based on a 10-year rolling average, it is projected that local water production from Lake Henshaw will be 3,813 acre feet, which is an 18% reduction from what was projected in fiscal year 2017. As a result, the District projects to purchase 21% more water from the Water Authority.

Mr. Boone stated that the revenue budget is up nearly 9% due to the District's projection of selling more water to its customers. He also mentioned that projected revenues are about equal to the combined expenses and capital outlay for fiscal year 2018.

Mr. Boone reported on the San Luis Rey Indian settlement and that the design cost of the San Pasqual Undergrounding project is included in the operating budget for fiscal year 2018. He explained the proposed decrease in legal expenses for water rights. Mr. Boone stated that staff is recommending to change the amount presented in the draft budget for Legal-Water Rights to \$145,000 based on a proposed change to the payment structure outlined in the District's agreement with Horton, Knox, Carter & Foote, LLP; even with the increase, the budgeted amount will be significantly less than what was budgeted in fiscal year 2017.

Chair Miller requested clarification regarding proposed heavy equipment purchases. Operations and Field Services Manager Frank Wolinski provided details regarding the proposed purchases, noting that the new equipment will assist in the installation of main line and enables staff to work more efficiently.

Mr. Miller also requested information regarding the installation of ballistic glass in the cashier area of the lobby. Mr. Boone clarified that the installation of the ballistic glass is for the protection of staff members who are handling and have access to cash while accepting payments at the front counter.

The Committee recommended that the Fiscal Year 2018 Budget be presented to the Board of Directors for approval on May 24, 2017 with the minor changes as noted.

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 3:50 p.m. Chair Miller adjourned the meeting.


Paul E. Dorey, Vice Chair

ATTEST:


Marian Schmidt, Assistant Secretary
Board of Directors
VISTA IRRIGATION DISTRICT



**FISCAL POLICY COMMITTEE
STAFF REPORT**

Agenda Item:

Meeting Date:
Prepared By:
Reviewed By:
Approved:

May 1, 2017
Marlene Kelleher
Brett Hodgkiss
Eldon Boone

SUBJECT: DRAFT FISCAL YEAR 2018 BUDGET

RECOMMENDATION: Review draft Fiscal Year 2018 Budget.

FISCAL IMPACT: The draft Budget projects revenues of \$51,088,000, operating expenses of \$43,972,775, and capital outlay of \$7,111,100.

SUMMARY: The draft Budget projects water sales to increase by 9% to 16,400 acre feet. Water purchases from the San Diego County Water Authority are projected to increase by 21% to 13,587 acre feet. Local water production from Lake Henshaw is budgeted at a 10-year rolling average of 3,813 acre feet, which is an 18% reduction from the 10-year rolling average of 4,641 acre feet in fiscal year 2017.

Fiscal year 2018 budgeted revenues are projected to slightly exceed the combined operating expenses and capital outlay resulting in a \$4,125 net increase in reserves. Comparatively, the 2017 Budget projects a decrease in reserves of \$1.9 million.

The Operating Budget is projected to increase by 11% primarily as a result of purchasing 21% more water from the San Diego County Water Authority. Legal expenses are projected to decrease by 41% as a result of lower anticipated legal costs related to the San Luis Rey Indian lawsuit. The District also projects a decreased need for consulting on various projects, resulting in a 47% decrease in consulting expenses.

The Capital Budget is projected to decrease by 23% to \$7.1 million. Approximately 91% 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 construction equipment needed to provide direct support to the Mainline Replacement Program.

The Budget proposes to reduce the staffing level needed to responsibly operate the District from 91 to 90 positions. It should be noted that the Board recently approved the addition of an additional Construction Worker in the Field Services and Water Resources Division to support the Mainline Replacement Program. The budgeted reduction of one position is within the Information Technology section of the Administrative Division.

ATTACHMENT: Draft Budget – Fiscal Year 2018



BUDGET
Fiscal Year 2018
July 1, 2017 to June 30, 2018



VISTA IRRIGATION DISTRICT

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Budget Overview

Vista Irrigation District BUDGET OVERVIEW Fiscal Year 2018

The Vista Irrigation District's (District) 2018 Budget represents a financial plan for the next fiscal year (July 1, 2017 through June 30, 2018). 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 2018 Budget projects revenues of \$51,088,000, which includes \$31,529,000 (approximately 62%) from Water Sales. Based upon the most recent conservation trends, it is projected that the District will sell 16,400 acre feet of water in fiscal year 2018.

Operating expenses for fiscal year 2018 are projected to be \$43,972,775, which includes \$20,758,000 of Purchased Water Costs. Purchased Water represents 47% 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 2018 Budget estimates that the District will need to purchase 13,587 acre feet of water from the CWA. The Budget also estimates that the District will produce 3,813 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 2018 is \$7,111,100. Of this total, approximately 91% 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 2018**

	<u>2017 Budget</u>	<u>2018 Budget</u>	<u>Percentage Change</u>
Source of Funds			
Revenue Budget	\$ 47,017,500	\$ 51,088,000	8.7%
Reserves	1,890,300	-	-
	<u>\$ 48,907,800</u>	<u>\$ 51,088,000</u>	
Use of Funds			
Operating Budget	\$ 39,674,500	\$ 43,972,775	10.8%
Capital Budget	9,233,300	7,111,100	(23.0%)
Reserves	-	4,125	-
	<u>\$ 48,907,800</u>	<u>\$ 51,088,000</u>	

Revenue Budget

Vista Irrigation District REVENUE BUDGET Fiscal Year 2018

	2015 Actual	2016 Actual	2017 Budget	Six Months Ended 12/31/2016 Actual	2018 Budget
WATER REVENUES					
Water Sales	\$ 29,177,217	\$ 25,389,471	\$ 28,158,000	\$ 17,020,904	\$ 31,529,000
Service Charges/Fees	15,419,283	15,850,475	16,168,000	9,197,117	16,916,000
	<u>44,596,500</u>	<u>41,239,946</u>	<u>44,326,000</u>	<u>26,218,021</u>	<u>48,445,000</u>
OTHER REVENUES					
Other Services	428,667	657,891	500,500	287,375	500,000
System Fees	853,041	622,039	950,000	773,235	815,000
Property Rentals	738,767	718,075	691,000	370,888	738,000
Property Taxes	381,843	384,960	400,000	163,004	400,000
Investment Income	63,423	129,591	150,000	64,677	190,000
Federal & State Assistance	42,810	-	-	-	-
	<u>2,508,551</u>	<u>2,512,556</u>	<u>2,691,500</u>	<u>1,659,179</u>	<u>2,643,000</u>
TOTAL REVENUE BUDGET	<u>\$ 47,105,051</u>	<u>\$ 43,752,502</u>	<u>\$ 47,017,500</u>	<u>\$ 27,877,200</u>	<u>\$ 51,088,000</u>
WATER SALES (ACRE FEET)	<u>17,117</u>	<u>14,244</u>	<u>15,100</u>	<u>9,062</u>	<u>16,400</u>

Revenue Account Descriptions

REVENUE ACCOUNT DESCRIPTIONS

Account Group: <u>Water Sales</u> Account Number: 60xx	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>
	\$29,177,217	\$25,389,471	\$28,158,000	\$31,529,000

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 16,400 acre feet of water which is based upon recent history. The budget includes the 1/1/17 rate increase from the San Diego County Water Authority, however, it assumes no future rate increases on water sales. The 2018 budget is calculated based upon the following current water usage rates:

- ◆ Tier 1: \$4.16 per Hundred Cubic Fee (Unit)
- ◆ Tier 2: \$4.70 per Hundred Cubic Fee (Unit)

Account Group: <u>Service Charges/Fees</u> Account Number: 605x	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>
	\$15,419,283	\$15,850,475	\$16,168,000	\$16,916,000

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 1/1/17 IAC fee increase from the CWA and the District's fiscal year 2018 service charge increase effective 7/1/17. 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.

Meter Size	FY <u>2015</u>	FY <u>2016</u>	FY <u>2017</u>	FY <u>2018</u>
5/8"	\$ 25.51	\$ 26.42	\$ 27.17	\$ 28.08
3/4"	33.67	34.87	35.85	37.05
1"	49.74	51.51	52.96	54.74
1½"	90.30	93.51	96.15	99.37
2"	138.77	143.70	147.76	152.71
3"	268.12	277.64	285.48	295.05
4"	413.52	428.21	440.30	455.06
6"	979.33	1,014.12	1,042.74	1,077.71
8"	1,302.79	1,349.07	1,387.15	1,433.67
10"	1,949.47	2,018.72	2,075.70	2,145.31

Account Group: <u>Other Services</u> Account Number: 61xx	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>
	\$428,667	\$657,891	\$500,500	\$500,000

This account group includes revenue from miscellaneous non-construction fees and the installation of water meters, fire hydrants, fire services and service changes.

Account Group: <u>System Fees</u> Account Number: 62xx	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>
	\$853,041	\$622,039	\$950,000	\$815,000

This account group includes capacity fees, connection fees, annexation and detachment fees. The decrease increase in the 2018 Budget in this account group reflects reduction of in collection of Connection Fees and is based upon current fiscal year revenues collected.

REVENUE ACCOUNT DESCRIPTIONS

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Property Rentals</u>				
Account Number: 6301	\$738,767	\$718,075	\$691,000	\$738,000

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

Hein Hettinga Cattle	\$ 163,000
Department of Defense- Navy	151,800
My Country Club	110,000
Crown Castle/T-Mobile- Cabrillo Circle	46,800
T-Mobile/Omnipoint- Lupine Hills	46,800
Lake Henshaw Resort	41,900
Crown Castle GT Co.	39,800
Cingular Wireless - AT&T	39,200
Verizon Wireless	19,800
Sprint	19,690
Crown Castle - Vista Towers	18,000
Mendenhall Cattle Company	13,600
Puerta La Cruz	12,100
Sempra Energy	12,000
Charles Chester Taylor	1,650
Noll Seeds	1,000
Department of Agriculture - Forestry Service	500
Vallecitos Water District	360
	\$ 738,000

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Property Taxes</u>				
Account Number: 8001	\$381,843	\$384,960	\$400,000	\$400,000

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Investment Income</u>				
Account Number: 81xx	\$63,423	\$129,591	\$150,000	\$190,000

This account group includes interest income and gains and losses on investments.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Federal & State Assistance</u>				
Account Number: 8301	\$64,015	\$0	\$0	\$0

This account group contains funds received from Federal or State governments for various grants.

Revenue Budget Detail

REVENUE BUDGET DETAIL

<u>Account</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>Six Months Ended December 31, 2016 Actual</u>	<u>2018 Budget</u>
Water Sales					
6001	Single Family	\$ 12,186,404	\$ 13,782,000	\$ 8,364,659	\$ 15,133,000
6002	Multi Family	4,844,280	4,956,000	2,703,235	6,015,000
6003	Irrigation	2,562,469	3,051,000	2,321,592	3,182,000
6004	Commercial	1,999,711	2,089,000	1,144,073	2,483,000
6005	Agricultural	1,588,646	1,950,000	1,113,800	1,973,000
6006	Government	477,063	513,000	415,927	592,000
6007	Industrial	1,038,112	1,066,000	600,013	1,289,000
6008	Mobile Home	648,335	688,000	345,885	805,000
6009	Contract Water	38,165	58,000	7,506	49,000
6010	Unmetered	6,286	5,000	4,214	8,000
		<u>25,389,471</u>	<u>28,158,000</u>	<u>17,020,904</u>	<u>31,529,000</u>
Service Charges/Fees					
6051	Ready To Serve Fees	14,016,265	14,400,000	8,188,511	15,100,000
6052	Infrastructure Access Charge	1,172,661	1,168,000	667,960	1,216,000
6053	Penalties/Fees	661,549	600,000	340,646	600,000
		<u>15,850,475</u>	<u>16,168,000</u>	<u>9,197,117</u>	<u>16,916,000</u>
Other Services					
6101	Construction Services	237,532	250,000	150,594	300,000
6102	Jobs Gain/(Loss)	17,000	-	31,938	-
6103	Non Construction Services	403,359	250,500	104,843	200,000
		<u>657,891</u>	<u>500,500</u>	<u>287,375</u>	<u>500,000</u>
System Fees					
6201	Capacity Fees	537,844	800,000	762,545	800,000
6202	Connection Fees	75,700	150,000	6,512	15,000
6203	Annexation/Detachment Fees	8,495	-	4,178	-
		<u>622,039</u>	<u>950,000</u>	<u>773,235</u>	<u>815,000</u>
Property Rentals					
6301	Property Rentals	718,075	691,000	370,888	738,000
		<u>718,075</u>	<u>691,000</u>	<u>370,888</u>	<u>738,000</u>
Property Taxes					
8001	Property Taxes	384,960	400,000	163,004	400,000
		<u>384,960</u>	<u>400,000</u>	<u>163,004</u>	<u>400,000</u>
Investment Income					
8101	Interest Income	44,985	100,000	33,995	100,000
8102	Investment Gain/Loss	84,606	50,000	30,682	90,000
		<u>129,591</u>	<u>150,000</u>	<u>64,677</u>	<u>190,000</u>
Total Revenue Budget		<u>\$ 43,752,502</u>	<u>\$ 47,017,500</u>	<u>\$ 27,877,200</u>	<u>\$ 51,088,000</u>

Operating Budget

**Vista Irrigation District
OPERATING BUDGET
Fiscal Year 2018**

	2015 Actual	2016 Actual	2017 Budget	Six Months Ended 12/31/2016 Actual	2018 Budget
PURCHASED WATER					
Variable CWA Charges	\$ 14,220,993	\$ 13,043,323	\$ 9,960,000	\$ 8,515,355	\$ 14,440,000
Fixed CWA Charges	5,024,916	5,686,334	6,332,000	3,089,652	6,330,000
Agricultural Rebates	(10,423)	(8,604)	(9,500)	(5,840)	(12,000)
	<u>19,235,486</u>	<u>18,721,053</u>	<u>16,282,500</u>	<u>11,599,167</u>	<u>20,758,000</u>
WAGES	7,730,237	7,937,899	8,046,000	3,875,088	8,169,000
BENEFITS & TAXES	4,568,364	3,932,699	5,106,800	2,758,733	5,107,700
OFFICE & GENERAL					
Fees & Permits	130,380	137,894	147,200	77,762	162,875
Postage	87,067	70,949	75,800	40,273	75,500
Computer Hardware	45,712	11,664	34,500	13,669	61,500
Computer Software	4,483	10,000	8,900	1,500	24,500
Travel	34,051	43,618	41,000	16,338	39,600
Training	35,386	50,804	48,000	18,363	50,000
Dues & Subscriptions	45,275	48,111	49,000	3,336	47,800
Employment Related Expense	50,811	61,412	59,200	26,660	51,500
Office Supplies	35,661	39,409	31,000	12,378	30,500
Printing	13,713	7,089	12,700	5,066	12,700
Award/Contributions	4,971	8,597	6,700	1,500	8,700
	<u>487,510</u>	<u>489,547</u>	<u>514,000</u>	<u>216,845</u>	<u>565,175</u>
DEPRECIATION	3,363,263	2,581,311	2,652,000	1,339,496	2,824,000
CONTRACTUAL SERVICES	3,827,299	4,125,191	4,582,500	2,341,931	4,718,100
SUPPLIES	1,309,636	1,396,166	1,157,000	687,624	1,258,600
POWER	662,164	656,238	679,600	314,385	558,300
PROFESSIONAL FEES					
Audit	27,575	12,975	20,000	22,565	25,000
Legal	560,126	534,931	495,000	293,576	291,000
Consultants	70,915	152,583	465,000	87,062	248,500
	<u>658,616</u>	<u>700,489</u>	<u>980,000</u>	<u>403,203</u>	<u>564,500</u>
INSURANCE	489,750	531,811	517,000	244,132	484,000
COMMUNICATIONS	55,126	49,845	56,100	27,871	57,400
UNCOLLECTIBLE ACCOUNTS	1,690	46,789	31,000	13,324	33,000
BURDEN ALLOCATION	(945,126)	(1,255,779)	(1,000,000)	(646,081)	(1,200,000)

**Vista Irrigation District
OPERATING BUDGET
Fiscal Year 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>Six Months Ended 12/31/2016 Actual</u>	<u>2018 Budget</u>
LOSS/(GAIN) ON ASSETS	(30,557)	16,209	-	(6,445)	-
LEGAL SETTLEMENT	55,173	83,905	70,000	66,671	75,000
TOTAL OPERATING BUDGET	<u>\$ 41,468,631</u>	<u>\$ 40,013,373</u>	<u>\$ 39,674,500</u>	<u>\$ 23,235,944</u>	<u>\$ 43,972,775</u>
 WATER SOURCES (ACRE FEET):					
Water Purchases	16,215	14,230	11,259	8,711	13,587
Local Water	1,618	1,582	4,641	858	3,813
	<u>17,833</u>	<u>15,812</u>	<u>15,900</u>	<u>9,569</u>	<u>17,400</u>

Operating Account Descriptions

OPERATING ACCOUNT DESCRIPTIONS

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Variable CWA Charges</u>				
Account Number: 7001	\$14,220,993	\$13,043,323	\$9,960,000	\$14,440,000

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 3,813 acre feet, which is based upon a 10-year rolling average production of local water. The remaining 13,587 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Fixed CWA Charges</u>				
Account Number: 7002	\$5,024,916	\$5,686,334	\$6,332,000	\$6,330,000

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	\$ 2,469,000
Infrastructure Access Charge - CWA	1,216,000
Customer Service Charge - CWA	916,000
Supply Reliability Charge - CWA	861,000
Readiness-to-Serve Charge, net - MWD	599,000
Capacity Reservation Charge - MWD	269,000
	\$ 6,330,000

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Agricultural Rebates</u>				
Account Number: 7003	(\$10,423)	(\$8,604)	(\$9,500)	(\$12,000)

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

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2018 <u>Budget</u>
Account Group: <u>Wages</u>				
Account Number: 71xx	\$7,730,237	\$7,937,899	\$8,046,000	\$8,169,000

This account group consists of compensation for labor. This account group includes the following labor costs:

General	\$ 6,764,023
Vacation	762,575
Holiday	394,324
Sick Leave	231,980
Other Leave	16,098
	\$ 8,169,000

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2018 <u>Budget</u>
Account Group: <u>Benefits & Taxes</u>				
Account Number: 72xx	4,568,364	\$3,932,699	\$5,106,800	\$5,107,700

This account group consists of budgeted fringe benefits and taxes. The increase in the budget is primarily due to higher rates for health insurance.

Health Insurances (Medical, Dental & Vision)	\$ 2,047,000
Public Employees Retirement System (PERS)	1,876,000
FICA & Medicare	580,000
Worker's Compensation	220,000
Retiree Medical Insurance (GASB 45)	171,000
Deferred Compensation Plan Matching (457 Plan)	95,000
Life and Disability Insurance	80,000
Uniforms (Clothing and Boots)	29,500
Tuition Reimbursement	4,000
EAP Counseling	3,200
Unemployment Insurance	2,000
	\$ 5,107,700

OPERATING ACCOUNT DESCRIPTIONS

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2018 <u>Budget</u>
Account Group: <u>Fees & Permits</u> Account Number: 7301	\$130,380	\$137,894	\$147,200	\$162,875

This account group includes \$72,560 of water-related costs and \$90,315 of non water-related costs. The water-related costs primarily include \$58,560 to the State Water Resources Control Board and to County Health Services for various permits, \$12,388 to the Department of Water Resources for dam fees, etc. The non water-related costs primarily include \$30,000 for LAFCO fees, \$34,000 for excavation permits, \$15,000 for District headquarters association dues, \$4,000 for sewer fees, etc.

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2018 <u>Budget</u>
Account Group: <u>Postage</u> Account Number: 7302	\$87,067	\$70,949	\$75,800	\$75,500

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

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2018 <u>Budget</u>
Account Group: <u>Computer Hardware</u> Account Number: 7303	\$45,712	\$11,664	\$34,500	\$61,500

This account group consists of computer hardware such as servers, desktop and laptop computers, inkjet and laser printers, scanners, monitors, etc. The increase in the budget is mainly due to the planned replacmenet cost of new desktop computers and monitors.

	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2018 <u>Budget</u>
Account Group: <u>Computer Software</u> Account Number: 7304	\$4,483	\$10,000	\$8,900	\$24,500

This account group consists of various Network and Desktop software. The increase in the budget is due to purchasing additional licenses for the District's general systems management, Engineering and GIS software.

OPERATING ACCOUNT DESCRIPTIONS

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Travel</u>				
Account Number: 7305	\$34,051	\$43,618	\$41,000	\$39,600

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	\$ 25,000
General Manager Division	7,000
Field Services and Water Resources Division	4,000
Administration	3,500
Engineering Division	100
	\$ 39,600

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Training</u>				
Account Number: 7306	\$35,386	\$50,804	\$48,000	\$50,000

This account group includes the cost of training and seminars. The largest components of the 2018 training budget include: \$15,000 for various Safety Cal/OSHA required trainings, \$12,000 for training for the Board, \$5,000 for Electrical training and other water related training, \$5,000 for various management development and employee training workshops, \$1,000 for Engineering classes, and etc.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Dues & Subscriptions</u>				
Account Number: 7307	\$45,275	\$48,111	\$49,000	\$47,800

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Employment Related Expense</u>				
Account Number: 7308	\$50,811	\$61,412	\$59,200	\$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, safety service incentive program, etc.

OPERATING ACCOUNT DESCRIPTIONS

	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>
Account Group: <u>Office Supplies and Furniture</u> Account Number: 7309	\$35,661	\$39,409	\$31,000	\$30,500
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.				
Account Group: <u>Printing</u> Account Number: 7310	\$13,713	\$7,089	\$12,700	\$12,700
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.				
Account Group: <u>Awards/Contributions</u> Account Number: 7311	\$4,971	\$8,597	\$6,700	\$8,700
This account group includes contributions to the San Diego County Department of Education for a mobile science lab and District funded student scholarships.				
Account Group: <u>Depreciation</u> Account Number: 7401	\$3,363,263	\$2,581,311	\$2,652,000	\$2,824,000
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.				

OPERATING ACCOUNT DESCRIPTIONS

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Contractual Services</u>				
Account Number: 75xx	\$3,827,299	\$4,125,191	\$4,582,500	\$4,718,100

The increase in the budget is primarily due to the District's share of San Pasqual Undergrounding Project with the City of Escondido. This account group includes contractual services for the following:

Escondido Treatment Plant	\$ 2,200,000
Water Rights	750,000
Transmission and Distribution Systems	396,300
Escondido Canal	350,000
General	342,600
Buildings and Grounds	187,500
Weese Treatment Plant	165,000
Well Field	150,000
Fire Hydrants/Fire Services	50,000
Garage	41,500
Pump Stations	40,500
SCADA	13,800
Dam	12,500
Water Quality	11,000
Flume	5,000
Reservoirs	2,400
	\$ 4,718,100

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Supplies</u>				
Account Number: 76xx	\$1,309,636	\$1,396,166	\$1,157,000	\$1,258,600

This account group includes supplies for the following:

Transmission and Distribution Systems	\$ 529,900
General	154,750
Fuel	142,000
Garage	136,000
Fire Hydrants/Fire Services	95,000
SCADA	37,100
Treatment Plant	28,000
Buildings and Grounds	27,000
Well Field	24,500
Dam	24,500
Water Quality	20,150
Pump Stations	11,500
Ditches	11,200
Flume	9,500
Reservoirs	5,000
Conservation Programs	2,500
	\$ 1,258,600

OPERATING ACCOUNT DESCRIPTIONS

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: Power Account Number: 77xx	\$662,164	\$656,238	\$679,600	\$558,300

This account group includes:

Well Field	\$ 300,000
Pump Stations	130,000
Main Office	120,800
Transmission and Distribution Systems	4,200
Reservoirs	1,800
Water Treatment	1,500
	\$ 558,300

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: Audit Account Number: 7721	\$27,575	\$12,975	\$20,000	\$25,000

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: Legal Account Numbers: 7722 & 7723	\$560,126	\$534,931	\$495,000	\$291,000

This account group includes general legal services and legal services in connection with the Indian lawsuit. The decrease in the Budget is primarily due to the reduction in legal services related to the Indian lawsuit.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: Consultants Account Numbers: 7724 & 7725	\$70,915	\$152,583	\$465,000	\$248,500

The decrease in the Budget is primarily due to the reduction in consulting services related to the Indian lawsuit, and reduced spending plans with regards to the Master Plan/Facilities Study.

This account group includes:

Groundwater Assessment	\$ 100,000
Master Plan / Facilities Study	75,000
Dam Stability Analysis	41,000
Surveying Services & Title Report Services	20,000
Acturial Valuation	7,500
Environmental Services	5,000
	\$ 248,500

OPERATING ACCOUNT DESCRIPTIONS

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Insurance</u> Account Number: 7731	\$489,750	\$531,811	\$517,000	\$484,000

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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Communications</u> Account Number: 7741	\$55,126	\$49,845	\$56,100	\$57,400

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Uncollectible Accounts</u> Account Number: 7751	\$1,690	\$46,789	\$31,000	\$33,000

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 \$15,000 for uncollectible water bills and \$18,000 for uncollectible damage to District property.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Burden Allocation</u> Account Number: 7799	(\$945,126)	(\$1,255,779)	(\$1,000,000)	(\$1,200,000)

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. The change in the budget is primarily due to an increase in emphasis on pipeline replacement.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Account Group: <u>Legal Settlement</u> Account Number: 8501	-	\$83,905	\$70,000	\$75,000

This account group represents an inflation adjustment on the proposed Indian settlement financial obligation.

Operating Budget Detail

OPERATING BUDGET DETAIL

Account	Description	2016 Actual	2017 Budget	Six Months Ended December 31, 2016 Actual	2018 Budget
Variable CWA Charges					
7001	Purchased Water-CWA Variable	\$ 13,043,323	\$ 9,960,000	\$ 8,515,355	\$ 14,440,000
		13,043,323	9,960,000	8,515,355	14,440,000
Fixed CWA Charges					
7002	Purchased Water-CWA Fixed	5,686,334	6,332,000	3,089,652	6,330,000
		5,686,334	6,332,000	3,089,652	6,330,000
Agricultural Rebates					
7003	Purchased Water-Ag. Rebate	(8,604)	(9,500)	(5,840)	(12,000)
		(8,604)	(9,500)	(5,840)	(12,000)
Wages					
7101	Wages-General	6,431,052	6,687,467	3,318,352	6,764,023
7102	Vacation	750,311	753,072	316,817	762,575
7103	Sick Leave	358,837	199,723	61,831	231,980
7104	Holiday	378,422	389,460	171,927	394,324
7105	Other Leave	19,277	16,278	6,161	16,098
		7,937,899	8,046,000	3,875,088	8,169,000
Benefits & Taxes					
7201	Health Insurance	1,745,922	1,794,000	855,564	2,047,000
7202	PERS	978,564	1,822,000	1,235,237	1,876,000
7203	FICA & Medicare	584,868	580,000	276,709	580,000
7204	Retiree Health Insurance	167,002	460,000	192,503	171,000
7205	Workers Compensation	250,083	240,000	105,486	220,000
7206	457 Plan Matching	101,372	95,000	34,978	95,000
7207	Life & Disability Insurance	67,896	75,000	37,601	80,000
7208	Uniforms/Boots	28,938	30,000	15,383	29,500
7209	Unemployment Insurance	1,978	5,000	-	2,000
7210	EAP Counseling	2,401	2,800	2,937	3,200
7211	Tuition Reimbursement	3,675	3,000	2,335	4,000
		3,932,699	5,106,800	2,758,733	5,107,700

OPERATING BUDGET DETAIL

Account	Description	2016 Actual	2017 Budget	Six Months Ended December 31, 2016 Actual	2018 Budget
Fees & Permits					
7301	Fees & Permits	137,894	147,200	77,762	162,875
		137,894	147,200	77,762	162,875
Postage					
7302	Postage	70,949	75,800	40,273	75,500
		70,949	75,800	40,273	75,500
Computer Hardware					
7303	Computer Hardware	11,664	34,500	13,669	61,500
		11,664	34,500	13,669	61,500
Computer Software					
7304	Computer Software	10,000	8,900	1,500	24,500
		10,000	8,900	1,500	24,500
Travel					
7305	Travel	43,618	41,000	16,338	39,600
		43,618	41,000	16,338	39,600
Training					
7306	Training	50,804	48,000	18,363	50,000
		50,804	48,000	18,363	50,000
Dues & Subscriptions					
7307	Dues & Subscriptions	48,111	49,000	3,336	47,800
		48,111	49,000	3,336	47,800
Employment Related Expense					
7308	Employment Related Expense	61,412	59,200	26,660	51,500
		61,412	59,200	26,660	51,500
Office Supplies					
7309	Office Supplies and Furniture	39,409	31,000	12,378	30,500
		39,409	31,000	12,378	30,500
Printing					
7310	Printing	7,089	12,700	5,066	12,700
		7,089	12,700	5,066	12,700
Contributions					
7311	Awards/Contributions	8,597	6,700	1,500	8,700
		8,597	6,700	1,500	8,700
Depreciation					
7401	Depreciation	2,581,311	2,652,000	1,339,496	2,824,000
		2,581,311	2,652,000	1,339,496	2,824,000

OPERATING BUDGET DETAIL

Account	Description	2016 Actual	2017 Budget	Six Months Ended December 31, 2016 Actual	2018 Budget
Contractual Services					
7501	Services-General	379,467	350,200	232,375	342,600
7502	Services-Buildings & Grounds	172,818	251,800	107,557	187,500
7503	Services-Garage	53,920	51,500	23,789	41,500
7504	Services-T & D Systems	367,527	329,300	196,005	396,300
7505	Services-FireHyd/Fire Services	22,510	20,000	24,725	50,000
7506	Services-Reservoirs	199,133	40,400	8,310	2,400
7507	Services-SCADA	33,526	12,300	10,580	13,800
7508	Services-Pump Stations	47,067	10,500	5,345	40,500
7509	Services-Water Qual	7,604	10,000	5,630	11,000
7510	Services-Treatment Plant	-	-	-	-
7511	Services-Flume	4,798	355,000	2,286	5,000
7512	Services-Dam	7,658	21,500	457	12,500
7513	Services-Ditches	1,000	-	-	-
7514	Services-Well Field	93,234	110,000	1,849	150,000
7515	Services-Escondido Canal	353,600	360,000	189,142	350,000
7516	Services-Escondido Plant	1,933,261	2,000,000	1,425,280	2,200,000
7517	Services-Weese Plant	396,578	660,000	103,235	165,000
7518	Services-Water Rights	-	-	-	750,000
7520	Temporary Agencies	51,490	-	5,366	-
		4,125,191	4,582,500	2,341,931	4,718,100
Supplies					
7601	Supplies-General	144,365	128,800	79,037	154,750
7602	Supplies-Buildings & Grounds	31,656	29,500	16,744	27,000
7603	Supplies-Garage	129,313	116,000	58,253	136,000
7604	Supplies-T & D Systems	591,022	491,500	340,032	529,900
7605	Supplies-FireHyd/Fire Services	166,064	95,000	54,849	95,000
7606	Supplies-Reservoirs	5,213	3,500	4,234	5,000
7607	Supplies-SCADA	26,930	37,000	24,588	37,100
7608	Supplies-Pump Stations	34,329	11,800	11,055	11,500
7609	Supplies-Water Qual	15,237	15,300	13,444	20,150
7610	Supplies-Water Treatment	9,644	17,000	5,835	28,000
7611	Supplies-Flume	41,924	7,000	594	9,500
7612	Supplies-Dam	43	14,000	9,783	24,500
7613	Supplies-Ditches	13,966	9,000	-	11,200
7614	Supplies-Well Field	43,853	24,500	7,650	24,500
7615	Fuel	129,655	152,000	61,190	142,000
7616	Conservation Programs	2,954	5,100	351	2,500
7697	Inventory Adjustments	10,059	-	-	-
7698	Trade Discounts	(61)	-	(15)	-
		1,396,166	1,157,000	687,624	1,258,600

OPERATING BUDGET DETAIL

Account	Description	2016 Actual	2017 Budget	Six Months Ended December 31, 2016 Actual	2018 Budget
Power					
7701	Power-Buildings/Grounds	119,960	120,800	61,413	120,800
7702	Power-T & D Systems	3,726	4,600	1,726	4,200
7703	Power-Reservoirs	1,879	2,000	879	1,800
7704	Power-Pump Station	147,241	150,000	71,169	130,000
7705	Power-Water Treatment	1,516	2,200	763	1,500
7706	Power-Well Field	381,916	400,000	178,435	300,000
		<u>656,238</u>	<u>679,600</u>	<u>314,385</u>	<u>558,300</u>
Audit					
7721	Audit	12,975	20,000	22,565	25,000
		<u>12,975</u>	<u>20,000</u>	<u>22,565</u>	<u>25,000</u>
Legal					
7722	Legal-General	117,014	181,000	43,360	166,000
7723	Legal-Water Rights	417,917	314,000	250,216	125,000
		<u>534,931</u>	<u>495,000</u>	<u>293,576</u>	<u>291,000</u>
Consultants					
7724	Consultants-General	63,801	415,000	82,257	248,500
7725	Consultants-Water Rights	88,782	50,000	4,805	-
		<u>152,583</u>	<u>465,000</u>	<u>87,062</u>	<u>248,500</u>
Insurance					
7731	Insurance	531,811	517,000	244,132	484,000
		<u>531,811</u>	<u>517,000</u>	<u>244,132</u>	<u>484,000</u>
Communications					
7741	Communications	49,845	56,100	27,871	57,400
		<u>49,845</u>	<u>56,100</u>	<u>27,871</u>	<u>57,400</u>
Uncollectible Accounts					
7751	Uncollectible Accounts	46,789	31,000	13,324	33,000
		<u>46,789</u>	<u>31,000</u>	<u>13,324</u>	<u>33,000</u>
Burden Allocation					
7799	Burden Allocation	(1,255,779)	(1,000,000)	(646,081)	(1,200,000)
		<u>(1,255,779)</u>	<u>(1,000,000)</u>	<u>(646,081)</u>	<u>(1,200,000)</u>
Loss/(Gain) on Assets					
8401	Asset Disposal Net Book Value	30,881	-	3,077	-
8402	Asset Disposal Proceeds	(14,672)	-	(9,522)	-
		<u>16,209</u>	<u>-</u>	<u>(6,445)</u>	<u>-</u>
Legal Settlement					
8501	Legal Settlement	83,905	70,000	66,671	75,000
		<u>83,905</u>	<u>70,000</u>	<u>66,671</u>	<u>75,000</u>
Total Operating Budget		<u><u>\$ 40,013,373</u></u>	<u><u>\$ 39,674,500</u></u>	<u><u>\$ 23,235,944</u></u>	<u><u>\$ 43,972,775</u></u>

Capital Budget

Vista Irrigation District CAPITAL BUDGET Fiscal Year 2018

	Budget Item #	2018 Budget
ENGINEERING:		
FY 2018 Main Replacement Program		\$ 4,500,000
Paseo Santa Fe Project - Ocean View to Civic Center Drive		1,250,000
Calle Maria Pipeline Extension		200,000
Vista Flume Rehabilitation - Beehive Bench and Beehive Siphon		100,000
Lita Lane Pipeline Extension		81,000
HB Reservoir Rehabilitation		75,000
HP Reservoir Pipeline Extension		52,000
Camino Mateo Pipeline Extension and Emergency Intertie Valve		20,000
		6,278,000
 FIELD SERVICES:		
Excavator		185,000
Loader		170,000
Asphalt Grinder		135,000
Vehicles (3)		82,000
Lobby Security Upgrade		48,000
Light Tower		8,500
Skid Steer Broom Attachment		6,300
		634,800
 FINANCE:		
Server (3)		25,500
Printer		6,000
		31,500
 OPERATIONS:		
SCADA Control Panel (3)		110,000
Pump Control Valve (2)		24,000
Motor		8,000
		142,000
 WATER RESOURCES:		
Motor Control Panel		14,800
SCADA Graphical User Interface Software		10,000
		24,800
 TOTAL CAPITAL BUDGET		\$ 7,111,100

Capital Budget Detail

Capital Budget Request

Project or Equipment Information		
Title:	FY 2018 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 2014 Budget:			0
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:	\$ 1,000,000	\$ 3,500,000	\$ 4,500,000
FY 2019 and thereafter:			0
Total Projected Amount:	\$ 1,000,000	\$ 3,500,000	\$ 4,500,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information	
Title:	Paseo Santa Fe Street Improvements - Ocean View Drive to Civic Center Drive <input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and installation of approximately 2,700 feet of 18" pipeline and 1,350 feet of 8" pipeline in South Santa Fe Drive from Ocean View Drive to Civic Center Drive
Reason for Request:	The City of Vista has completed Phase I of street improvements on South Santa Fe Avenue between Main Street and Ocean View Drive. As part of its Downtown Redevelopment plans, the City is now planning to complete Phase II and III on South Santa Fe Avenue from Ocean View Drive to Civic Center Drive. Replacement and upsizing of existing mains is identified in the District's Master Plan.
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 1036, 300' of 4" pipe installed in 1954, Original Cost: \$1,410, Net Book Value: \$0 Partial disposal of Asset No. 1036, 2,400' of 10" pipe installed in 1955. Original Cost: \$4,768, Net Book Value: \$0 Partial disposal of Asset No. 1203, 135' of 4" pipe installed in 19674. Original Cost: \$750, Net Book Value: \$0

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:			0
FY 2015 Budget:			0
FY 2016 Budget:	\$ 5,000	\$ 15,000	\$ 20,000
FY 2017 Budget:	\$ 15,000	\$ 265,000	\$ 280,000
FY 2018 Budget:	\$ 50,000	\$ 1,200,000	\$ 1,250,000
FY 2019 and thereafter:		300,000	300,000
Total Projected Amount:	\$ 70,000	\$ 1,780,000	\$ 1,850,000

Requesting Department: Engineering

Budget Item Number: 16-05

Capital Budget Request

Project or Equipment Information	
Title:	Calle Maria Pipeline Extension <input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Install a master meter and approximately 1,000 feet of 8" pipeline from a Vallecitos Water District pipeline to serve four existing meters currently connected to the Flume.
Reason for Request:	These existing four meters are the only meters that are still connected to the Flume. Shutdown of the Flume requires additional work to keep the meters in service. This area is not in the District sphere of influence and will ultimately be served by Vallecitos Water District.
Asset Being Replaced (If Applicable):	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	0
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	0
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	0
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	0
FY 2018 Budget:	\$ 100,000	\$ 100,000	\$ 200,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	0
Total Projected Amount:	\$ 100,000	\$ 100,000	\$ 200,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information	
Title:	Vista Flume Rehabilitation - Beehive Bench and Beehive Siphon <input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and analysis of repairs needed to the Beehive Bench and Beehive Siphon sections of the Vista Flume
Reason for Request:	<p>The Beehive Bench is approximately 450 feet long and is continually in need of maintenance repairs due to separation between the Flume roof and sidewalls. The Beehive Siphon is a 42-inch reinforced concrete pipe, approximately 800 feet long, and is also in need of repairs. The condition of both sections are currently being evaluated for potential rehabilitation alternatives, and improvements may consist of epoxy lining and coating, slip-lining, and/or full replacement.</p> <p>* (This Capital Budget Request was not part of FY 2017 Budget when it was approved by the Board on 6/22/16. On 1/24/17 the General Manager authorized the preparation of a predesign report for the project for a cost not to exceed \$32,062)</p>
Asset Being Replaced (If Applicable):	<p>Partial disposal of Asset No. 1103, Flume Construction, Original Cost & Net Book Value: TBD*</p> <p>Partial disposal of Asset No. 1104, Flume Renovation, Original Cost & Net Book Value: TBD*</p> <p>* All partial disposal amounts to be determined after the design has been completed.</p>

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:			
FY 2015 Budget:			
FY 2016 Budget:			
FY 2017 Budget: *	\$ -	\$ 32,000	\$ 32,000
FY 2018 Budget:	\$ -	\$ 100,000	\$ 100,000
FY 2019 and thereafter:	\$ -	\$ 1,000,000	\$ 1,000,000
Total Projected Amount:	\$ -	\$ 1,132,000	\$ 1,132,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Lita Lane Pipeline Extension	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and installation of approximately 405 feet of 8" pipeline between Lita Lane and Barbara Drive to provide a loop in the "837" pressure zone.	
Reason for Request:	Adjacent developer will be extending a new 8" pipeline to serve three single-family homes from Barbara Drive to Lita Lane. District will install 325 feet of new 8" pipeline and complete a loop by replacing 80 feet of 2.5" pipeline with 8" pipeline. Completion of this loop will increase system reliability and improve water quality in both Lita Lane and Barbara Drive.	
Asset Being Replaced (If Applicable):	Asset No. 1205, Original Cost: \$238.33, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:			0
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:	\$ 40,500	\$ 40,500	\$ 81,000
FY 2019 and thereafter:			0
Total Projected Amount:	\$ 40,500	\$ 40,500	\$ 81,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	HB Reservoir Rehabilitation	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Design and analysis of repairs needed to the HB Reservoir.	
Reason for Request:	The HB Reservoir is a 5 million gallon pre-stressed concrete reservoir constructed in 1963. The first phase will be to perform a detailed inspection and structural analysis of the tank and define the rehabilitation improvements necessary, which may include replacement of pre-stressing wires, seismic retrofit, new roof, and inlet/outlet piping upgrades.	
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 2191, HB Reservoir Construction, Original Cost & Net Book Value: TBD* Partial disposal of Asset No. 2193, HB Reservoir Hypalon Liner, Original Cost & Net Book Value: TBD* Partial disposal of Asset No. 2203, HB Reservoir Inside Ladders, 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 2014 Budget:			
FY 2015 Budget:			
FY 2016 Budget:			
FY 2017 Budget:			
FY 2018 Budget:	\$ -	\$ 75,000	\$ 75,000
FY 2019 and thereafter:	\$ -	\$ 2,000,000	\$ 2,000,000
Total Projected Amount:	\$ -	\$ 2,075,000	\$ 2,075,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	HP Reservoir Pipeline Extension	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Design and installation of approximately 260 feet of new 6" pipeline from the existing 20" transmission main in the private road off Edgehill Road south of the HP Reservoir.	
Reason for Request:	The installation of a new 6" distribution pipeline will allow five existing meters to be moved off the 20" transmission main.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:			0
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:	\$ 26,000	\$ 26,000	\$ 52,000
FY 2019 and thereafter:			0
Total Projected Amount:	\$ 26,000	\$ 26,000	\$ 52,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Camino Mateo Pipeline Extension and Emergency Intertie Valve	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Install approximately 70 feet of 8" pipeline on Camino Mateo in the City of San Marcos and an emergency intertie valve with Vallecitos Water District.	
Reason for Request:	To provide an emergency supply connection with Vallecitos Water District.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:			0
FY 2015 Budget:			0
FY 2016 Budget:			0
FY 2017 Budget:			0
FY 2018 Budget:	\$ 10,000	\$ 10,000	\$ 20,000
FY 2019 and thereafter:			0
Total Projected Amount:	\$ 10,000	\$ 10,000	\$ 20,000

Requesting Department: Engineering

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Excavator	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	A compact hydraulic excavator with a tier 4 final compliant diesel engine.	
Reason for Request:	The new compact excavator will replace a backhoe that was purchased in 2003 and has logged over 6,400 hours of operation. A compact excavator is recommended instead of a backhoe as it is strongly suited for mainline replacement projects due to its power, maneuverability and compact design. The backhoe suffers from worn pins and bushings on the upper and lower swing frame, boom, and bucket linkage. The repair costs for the backhoe are estimated to exceed \$6,000.	
Asset Being Replaced (If Applicable):	Asset No. 2896, Original Cost: \$57,524, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text"/>	\$ 185,000	\$ 185,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text"/>	\$ 185,000	\$ 185,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Loader	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	A wheel loader with a tier 4 final compliant diesel engine.	
Reason for Request:	The current wheel loader was purchased in 2000 and has logged over 7,000 hours of operation. The floor pan area for the roll over protection system is rusted through the exterior and requires extensive repairs estimated to exceed \$9,000.	
Asset Being Replaced (If Applicable):	Asset No. 2686, Original Cost: \$98,195, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text"/>	\$ 170,000	\$ 170,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text"/>	\$ 170,000	\$ 170,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Asphalt Grinder	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	An asphalt grinder with a tier 4 final compliant intercooled turbo diesel engine, 36" cutting head and hauling trailer.	
Reason for Request:	The District's existing asphalt grinder was purchased in 2002 and has logged over 550 hours of operation. In 2015, the asphalt grinder's diesel engine had to be registered as a low use engine, limited to 80 hours or less of operation in a calendar year per the County of San Diego Air Pollution Control District and will have to be retired by the year 2020. In 2016, the asphalt grinder's cutting head drum required extensive maintenance and at this point the longevity of this equipment is highly questionable.	
Asset Being Replaced (If Applicable):	Asset No. 2864, Original Cost: \$60,862, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text"/>	\$ 135,000	\$ 135,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text"/>	\$ 135,000	\$ 135,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Vehicles (3)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Light Duty 4x4 Truck, Extra Cab, Class 2 (\$31,000) Light Duty 4x4 Truck, Class 2 (\$26,000) Mini Pickup Truck, Class 1 (\$25,000)	
Reason for Request:	Both current light duty trucks have over 110,000 miles and both suffer from transmission problems. The mini pickup truck has over 100,000 miles and has chassis/suspension issues.	
Asset Being Replaced (If Applicable):	Asset No. 2887, Original Cost: \$22,176, Net Book Value: \$0 Asset No. 2958, Original Cost: \$22,004, Net Book Value: \$0 Asset No. 3007, Original Cost: \$14,452, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text"/>	\$ 82,000	\$ 82,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text"/>	\$ 82,000	\$ 82,000

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Lobby Security Upgrade	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Upgrade lobby transaction window area with Level 3 ballistic glass, framing and wall paneling.	
Reason for Request:	As our Customer Service Representatives handle cash and interact directly with the public daily resolving complaints and disputes related to billing, they are most at-risk for being victims of workplace violence. The additional security upgrades will mitigate this risk and discourage burglary and other possible criminal acts.	
Asset Being Replaced (If Applicable):	Partial disposal of Asset No. 3172, Original Cost: \$2,688, Net Book Value: \$1,595	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text" value="0"/>	<input type="text" value="48,000"/>	<input type="text" value="48,000"/>
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="48,000"/>	<input type="text" value="48,000"/>

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Light Tower	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	A 4,000 watt towable light tower with a telescopic mast.	
Reason for Request:	The District currently owns one light tower that was purchased in 1999. The addition of a second light tower would more effectively support night operations when multiple District crews are mobilized. It will also provide additional lighting on larger jobs to maintain the safety of District personnel and the public.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text"/>	\$ 8,500	\$ 8,500
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Projected Amount:	<input type="text"/>	\$ 8,500	\$ 8,500

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information

Title: Skid Steer Broom Attachment New Item
 Replacement

Description: A skid steer broom attachment with a 73 inch sweeping width, 17.4 cubic foot hopper capacity and water sprinkler kit.

Reason for Request: The existing skid steer broom attachment was purchased in 2005 and has been largely used for street sweeping on District mainline replacement projects. Its hopper, mounting hardware and drive system are fatigued and beyond repair.

Asset Being Replaced (If Applicable):
Asset No. 2984, Original Cost: \$5,388, Net Book Value: \$0

Cost Estimate (Whole Dollars only)

	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	[]	[]	0
FY 2015 Budget:	[]	[]	0
FY 2016 Budget:	[]	[]	0
FY 2017 Budget:	[]	[]	0
FY 2018 Budget:	[]	\$ 6,300	\$ 6,300
FY 2019 and thereafter:	[]	[]	0
Total Projected Amount:	[]	\$ 6,300	\$ 6,300

Requesting Department: Field Services

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Servers (3)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	Three new servers will be the main hardware that drive all virtual machines within the District data center.	
Reason for Request:	The three new servers will replace four current servers that will be 5 years old in Fall 2017. Due to their age and importance in maintaining District data, it is recommended that the servers be replaced.	
Asset Being Replaced (If Applicable):	Asset No. 3254, Original Cost: \$9,108, Net Book Value: \$230 Asset No. 3255, Original Cost: \$9,108, Net Book Value: \$230 Asset No. 3256, Original Cost: \$9,108, Net Book Value: \$230 Asset No. 3257, Original Cost: \$9,108, Net Book Value: \$230	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2018 Budget:	<input type="text"/>	\$ 25,500	\$ 25,500
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Projected Amount:	<input type="text"/>	\$ 25,500	\$ 25,500

Requesting Department: Finance

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Printer	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	High speed color printer	
Reason for Request:	The current color printer in the Operations department is 10 years old and is often in need of repair. Due to its age, the maintenance costs are high, and it is difficult to find replacement parts.	
Asset Being Replaced (If Applicable):	The existing printer did not meet the capital threshold requirements a the time of its purchase.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
FY 2018 Budget:	<input type="text" value="0"/>	<input type="text" value="6,000"/>	<input type="text" value="6,000"/>
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
Total Projected Amount:	<input type="text" value="0"/>	<input type="text" value="6,000"/>	<input type="text" value="6,000"/>

Requesting Department: Finance

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	SCADA Control Panel (3)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	SCADA Control Panels for Plant No. 9, Plant No. 10 and CX28 regulator.	
Reason for Request:	<p>The existing SCADA hardware at these facilities is antiquated and some components are in limited supply from the manufacturer. Ethernet hardware and software changes to these sites will enhance control, monitoring capabilities, and site security. Also, communication speed and reliability will be improved due to the migration from a Serial to an Ethernet platform.</p>	
Asset Being Replaced (If Applicable):	<p>Partial disposal of Asset No. 3076, Plant No. 9 SCADA, Original Cost: \$34,900.00, Net Book Value: \$1,455 Due to previous accounting rules, Plant No. 10 and CX28 regulator were not considered fixed assets at the time of their purchase.</p>	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2018 Budget:	\$ 35,000	\$ 75,000	\$ 110,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Projected Amount:	\$ 35,000	\$ 75,000	\$ 110,000

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Pump Control Valve (2)	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	One 10" pump control valve to be installed at Station No. 10 and the other 10" pump control valve to be installed at Station No. 12.	
Reason for Request:	Both pump controls valves have been in service for over 35 years and can no longer be refurbished.	
Asset Being Replaced (If Applicable):	Due to previous accounting rules, Station No. 10 and its components were not considered fixed assets at the time of their purchase. Partial disposal of Asset No. 2222 at Station No. 12, Original Cost: \$3,844, Net Book Value: \$0	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2018 Budget:	<input type="text"/>	\$ 24,000	\$ 24,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Projected Amount:	<input type="text"/>	\$ 24,000	\$ 24,000

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Motor	<input type="checkbox"/> New Item <input checked="" type="checkbox"/> Replacement
Description:	100 HP hollow-shaft premium efficient electric motor for Pump Station No. 10	
Reason for Request:	Due to the motor's age and mechanical condition, reconditioning is not cost effective.	
Asset Being Replaced (If Applicable):	Existing motor did not meet the capital threshold requirements at the time of its purchase.	

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2018 Budget:	<input type="text"/>	\$ 8,000	\$ 8,000
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Projected Amount:	<input type="text"/>	\$ 8,000	\$ 8,000

Requesting Department: Operations

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	Motor Control Panel	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Replacement of existing motor control panel with a variable frequency drive (VFD) unit and supporting hardware.	
Reason for Request:	Well 8A has undergone recent rehabilitation and repair. The ability to match pump speed with water table depth will greatly increase pumping efficiency over a wide range of water table depths. The larger VFD unit will require a new motor control panel, and the existing motor control panel will be reused at well 9A.	
Asset Being Replaced (If Applicable):		

Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2015 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2016 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2017 Budget:	<input type="text"/>	<input type="text"/>	<input type="text"/>
FY 2018 Budget:	\$ 2,200	\$ 12,600	\$ 14,800
FY 2019 and thereafter:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Projected Amount:	\$ 2,200	\$ 12,600	\$ 14,800

Requesting Department: Water Resources

Budget Item Number: _____

Capital Budget Request

Project or Equipment Information		
Title:	SCADA Graphical User Interface Software	<input checked="" type="checkbox"/> New Item <input type="checkbox"/> Replacement
Description:	Wonderware InTouch software to collect, record, display and control wellfield status, operation, and alarms.	
Reason for Request:	The SCADA system at the Warner Ranch has grown from an initial two sites to now over 17 sites. In the pilot phase, a free graphical user interface software was used. This software was provided by the equipment manufacturer. The pilot phase has demonstrated that the field equipment is robust, but the free user interface software is inadequate to support the amount of data being collected. The Wonderware software is a robust industry standard for this application and is the same software being used at the District headquarters SCADA system.	
Asset Being Replaced (If Applicable):		

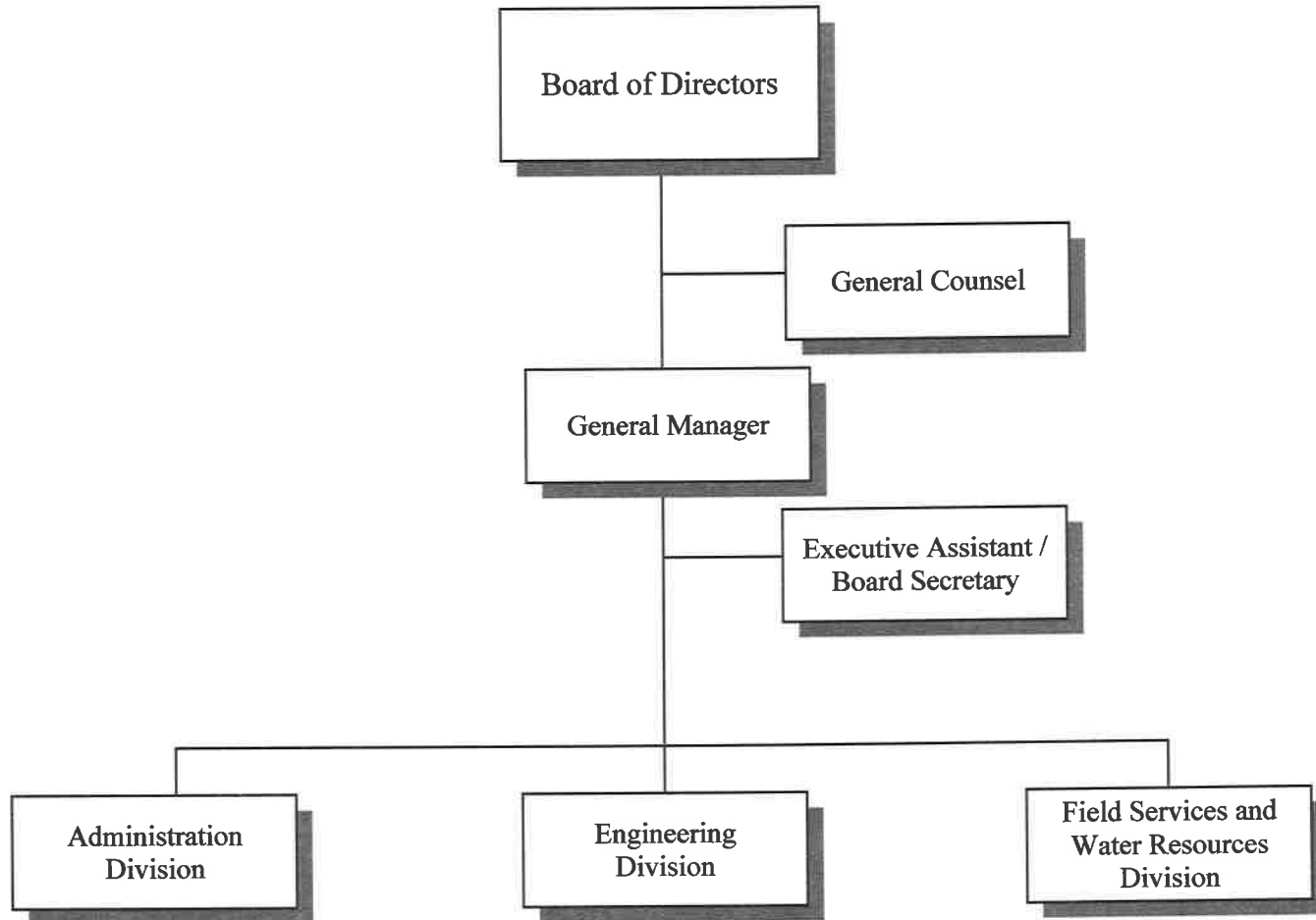
Cost Estimate (Whole Dollars only)			
	District Labor & Fringe	Outside Purchases	Total
FY 2014 Budget:			
FY 2015 Budget:			
FY 2016 Budget:			
FY 2017 Budget:			
FY 2018 Budget:		\$ 10,000	\$ 10,000
FY 2019 and thereafter:			
Total Projected Amount:		\$ 10,000	\$ 10,000

Requesting Department: Water Resources

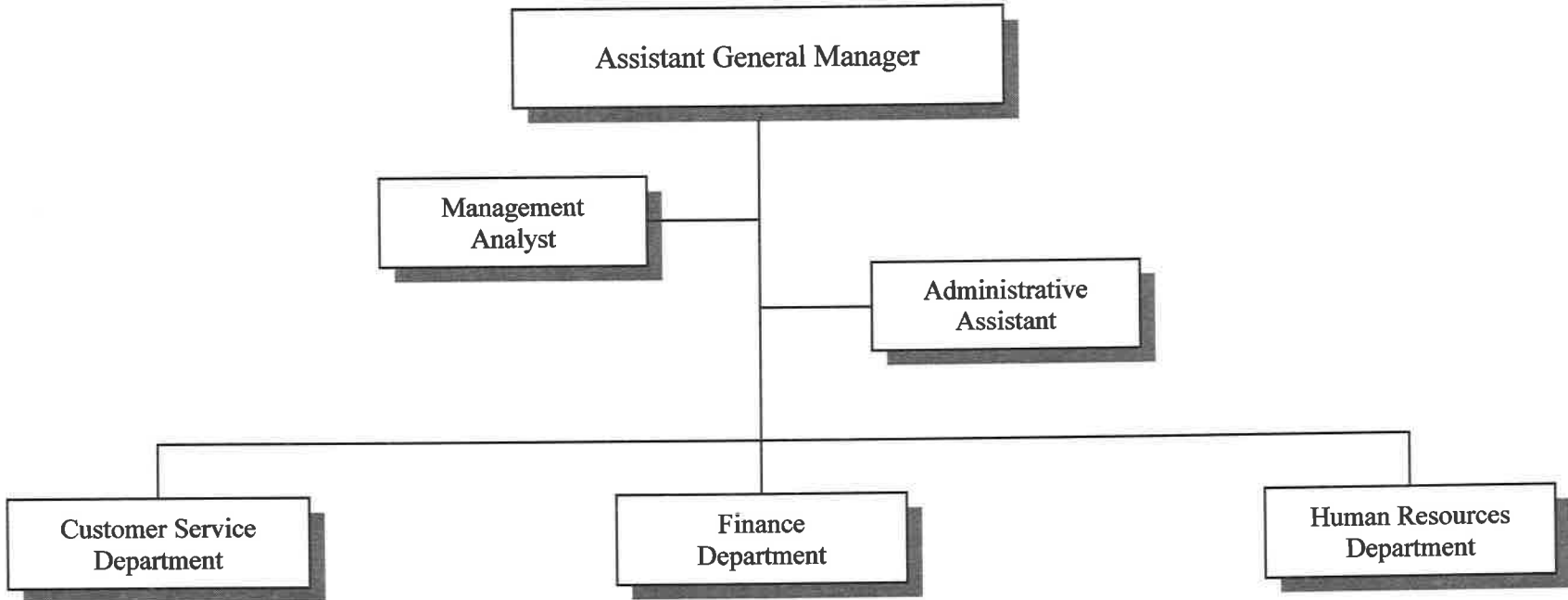
Budget Item Number: _____

Organization Charts

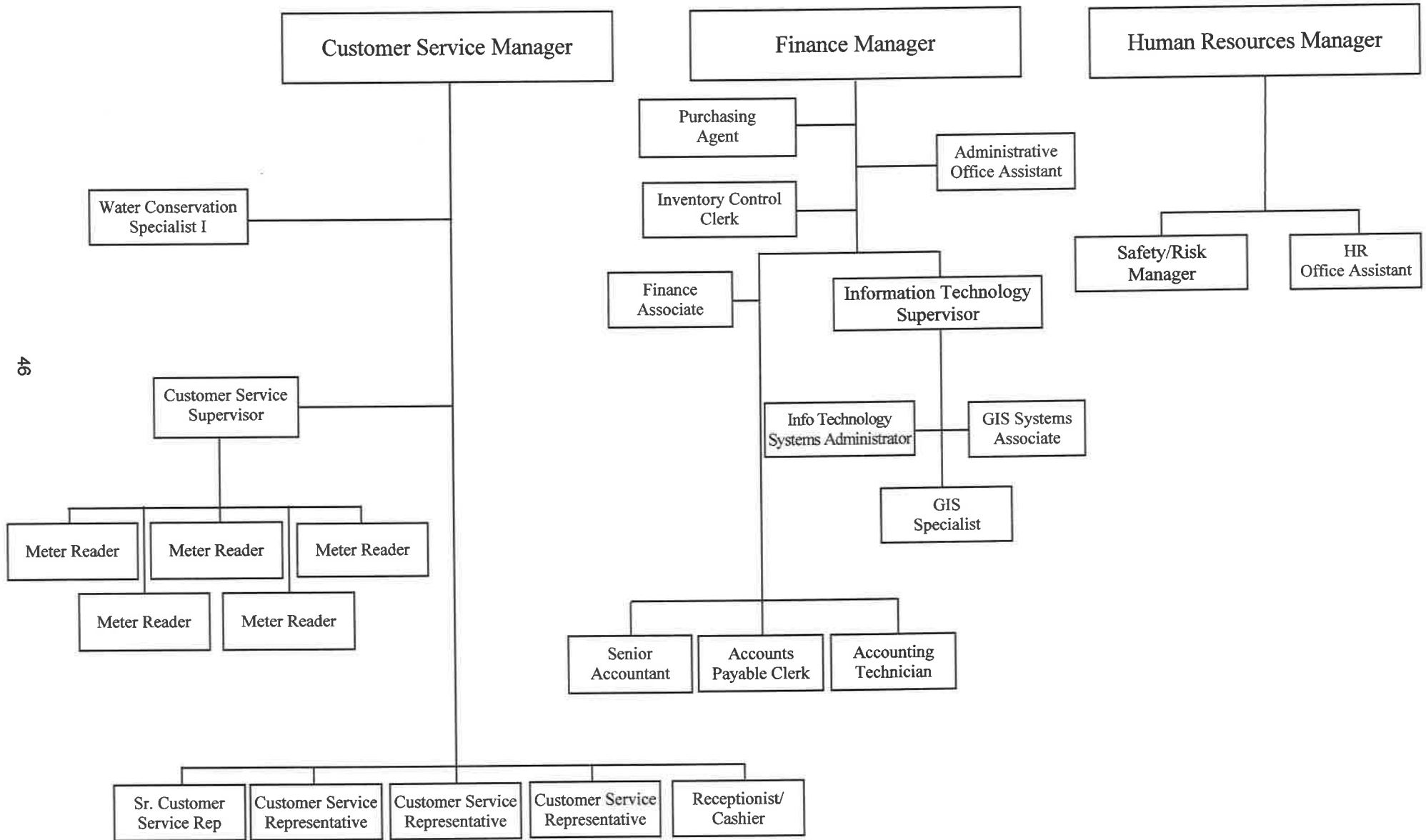
VID Divisions and Organization



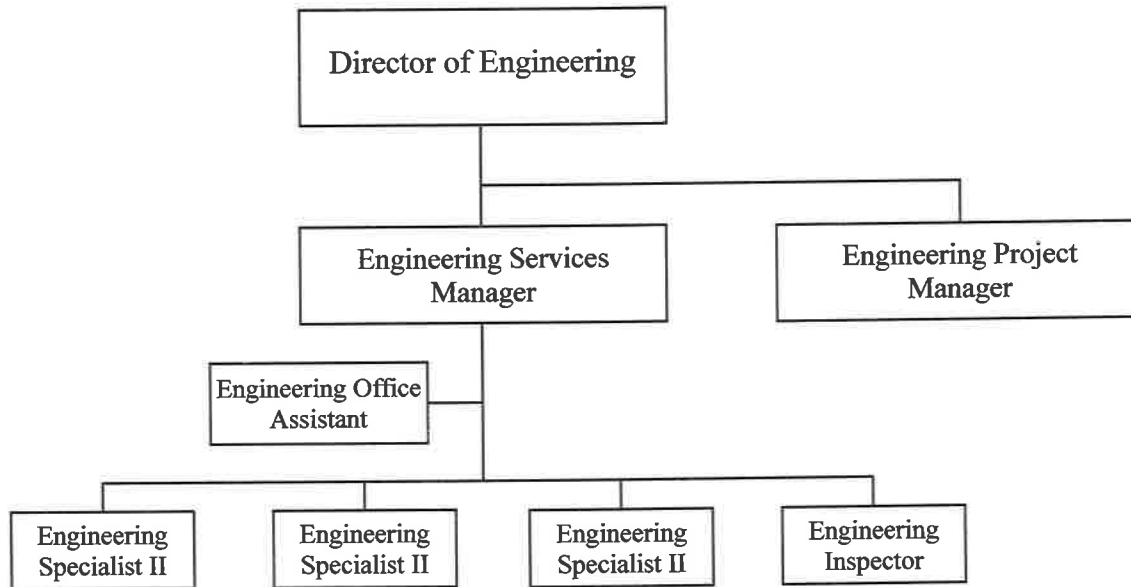
Administration Division



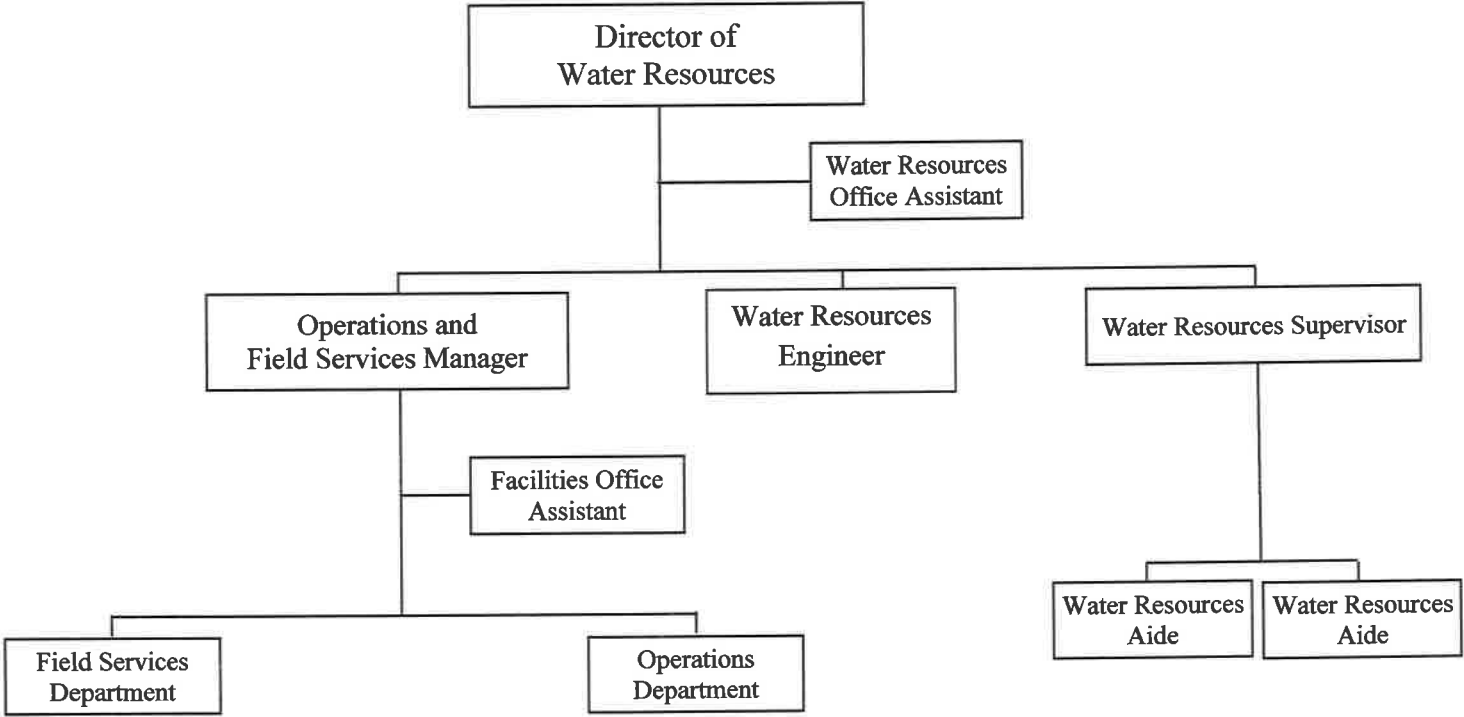
Customer Service, Finance, and Human Resources Departments



Engineering Division

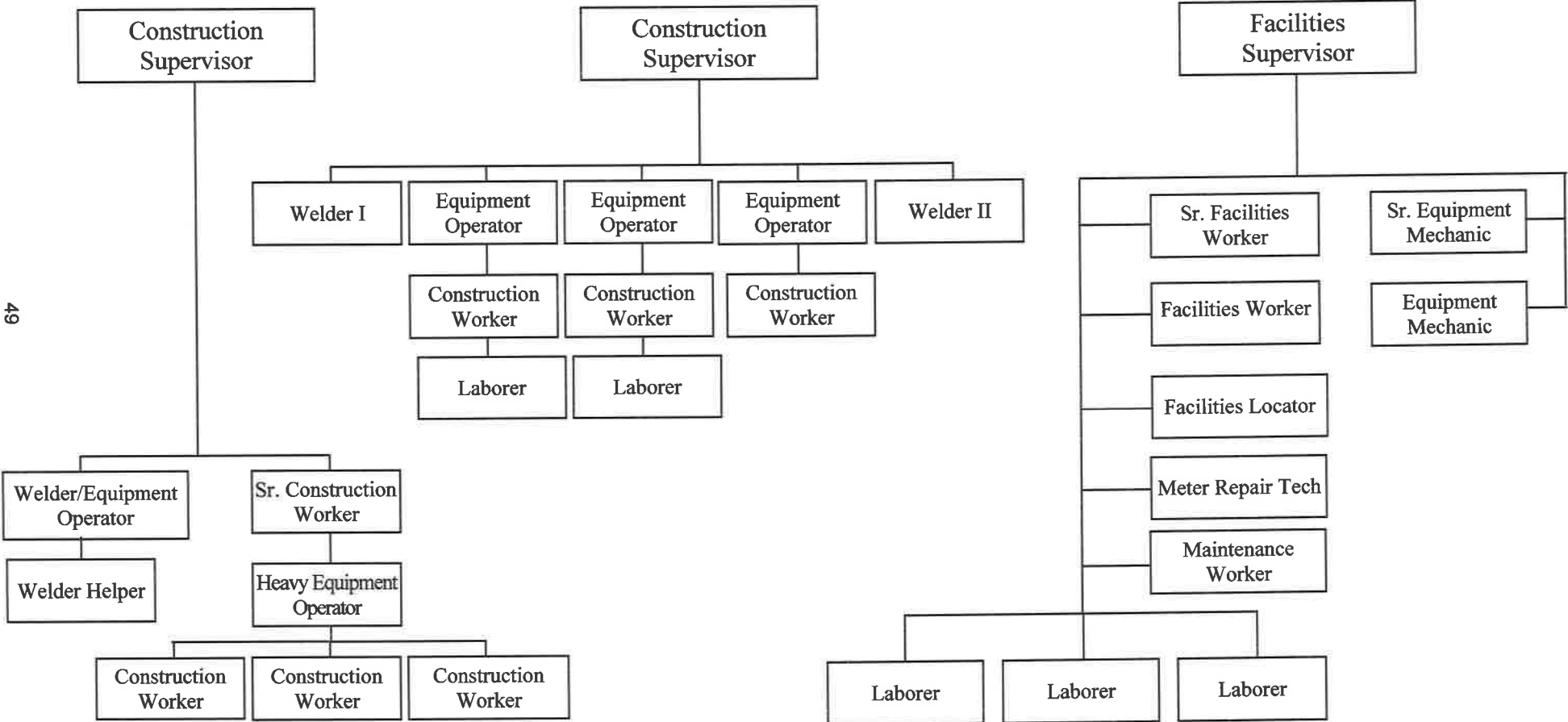


Field Services and Water Resources Division

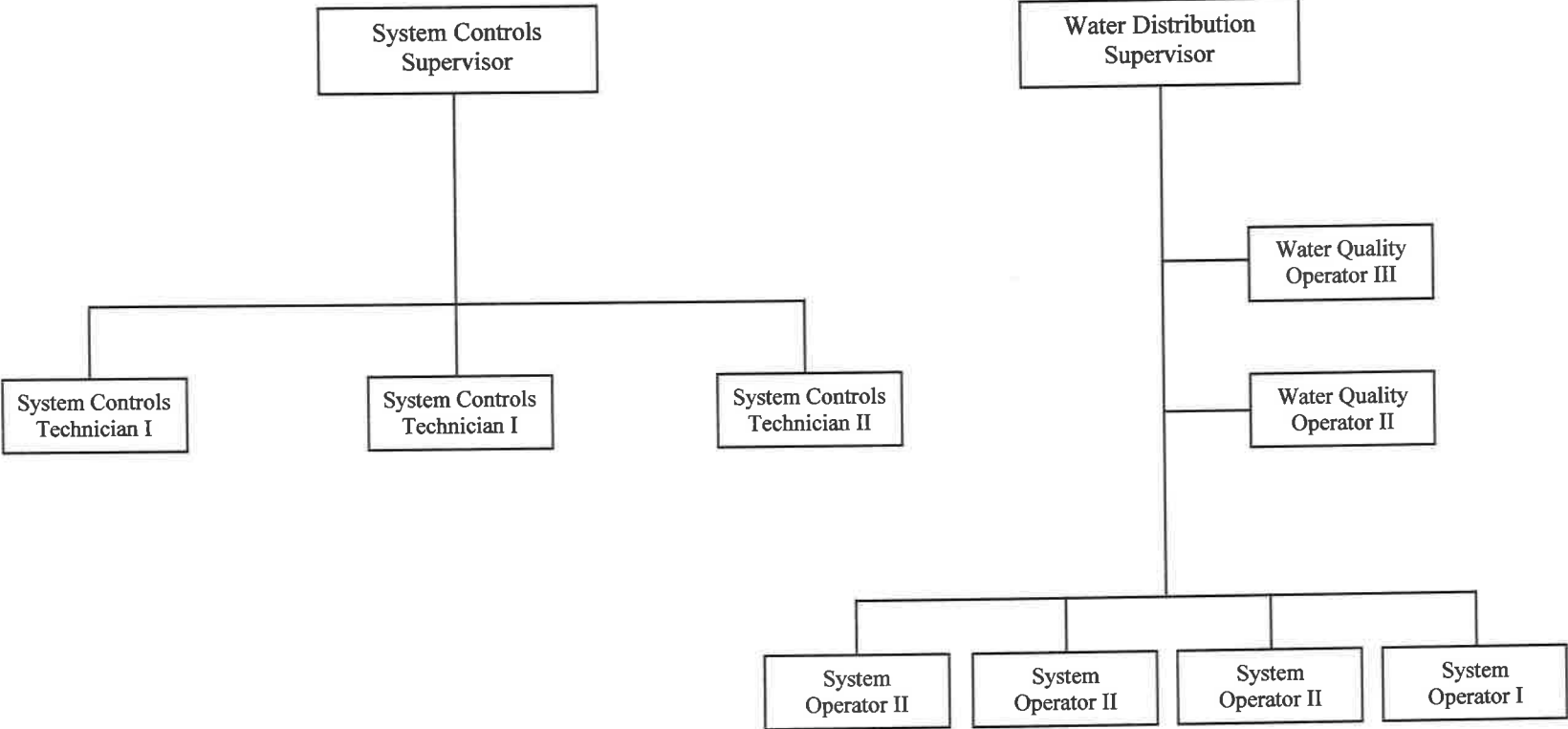


Field Services Department

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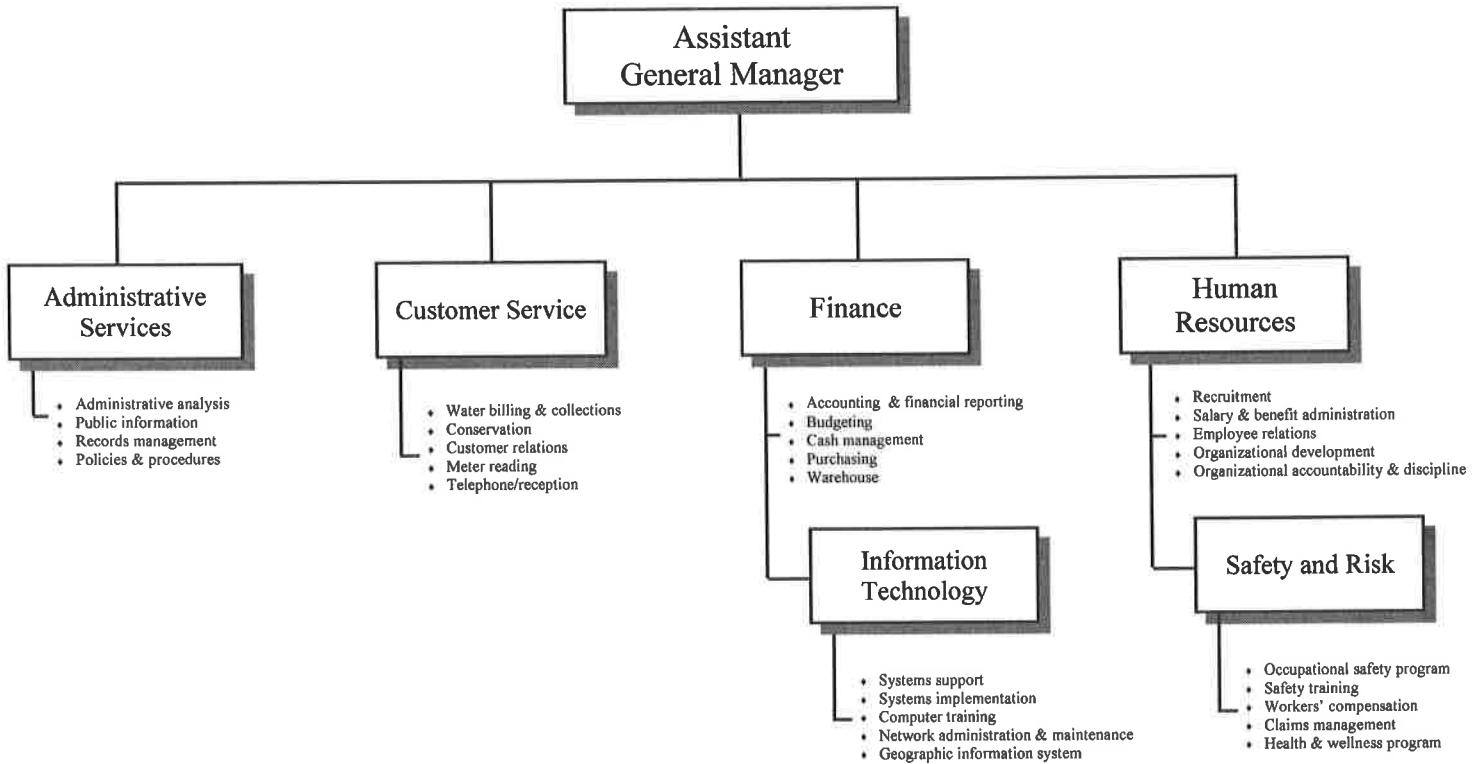


Operations Department



**Division/Department
Mission Statements and Descriptions**

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: 33

ADMINISTRATIVE SERVICES SECTION

Mission Statement

The mission of the Administrative Services Section 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 Section is the clearinghouse for all of the District's policies, procedures, rules and regulations. The Section 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 Section 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 DEPARTMENT

Mission Statement

The mission of the Customer Service Department is to provide the highest quality customer service to the District's 27,000 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 Department is the "Front Line" to the customer and the general public about District policies on water billing, payments and customer service. The Department 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 Department balances and prepares receipts and bank deposits. Department staff serves as receptionist and telephone operator for the District.

The Department 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 DEPARTMENT

Mission Statement

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

Description

The Finance Department 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 Department 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.

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 and coordinating the implementation of the District's Strategic Information Technology Plan. 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.

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. Moreover, Human Resources develops and monitors memorandums of agreement and develops and administers all District personnel policies and procedures.

SAFETY AND RISK MANAGEMENT SECTION

Mission Statement

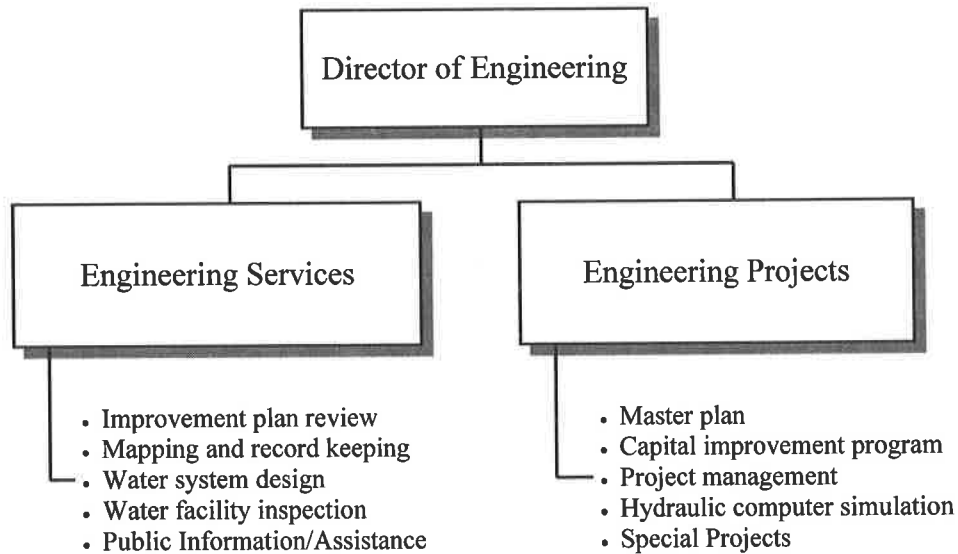
The mission of the Safety and Risk Management Section is to assist in the identification and prevention of events that cause harm to people, property or the environment.

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 SECTION

Mission Statement

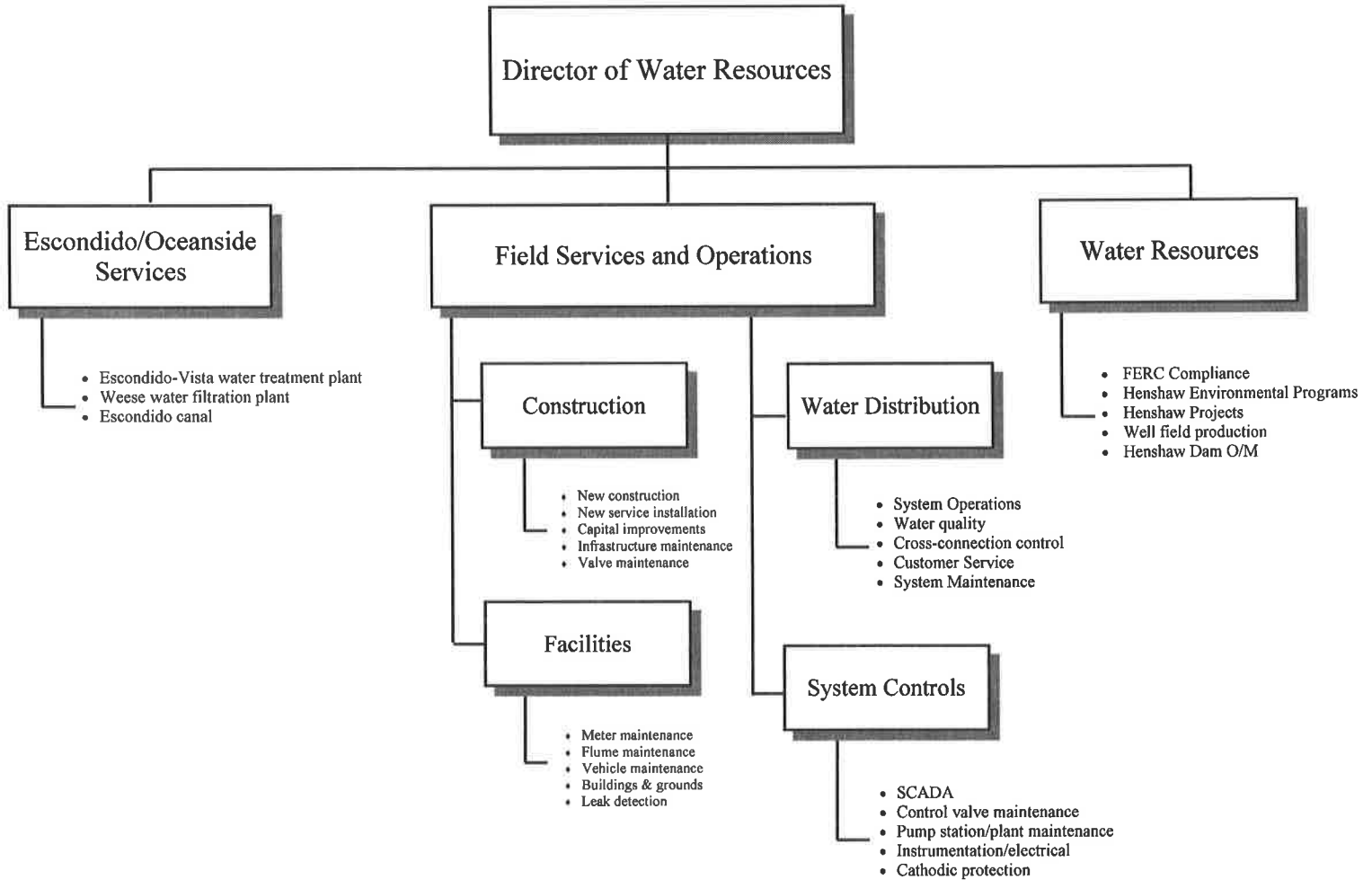
The mission of the Engineering Projects Section is to plan and coordinate the long and short-range water supply and facility needs of the District by developing a master plan of facilities and planning and implementing of a capital improvements program.

Description

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

FIELD SERVICES AND WATER RESOURCES DIVISION



Mission Statement

The mission of the Field Services and Water Resources 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: 49

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.

FIELD SERVICES AND OPERATIONS DEPARTMENT

Mission Statement

The mission of the Field Services and Operations Department is to manage, oversee, and support the Construction Section and Facilities Section, and also to distribute a safe, reliable potable water supply throughout the District's service area.

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 473 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.

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.

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 husband 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.