

Triunfo Sanitation District
Adopted FY 2017 Budget Report
FY2017 Adopted Budget vs. FY2016 Adopted Budget
VRSD Contract Services Cost Analysis by Project

Wastewater (Continued)

Project 221206 – WW – Maintenance – SCADA/Electrical

FY17 \$89,992

FY16 \$86,850

\$3,142 Increase (+4%)

This budget provides funding for the set-up, programming, operation, maintenance, and repair of the Wastewater SCADA and electrical systems. This budget will also provide for the replacement of outdated cell modems. The Wastewater system currently has a SCADA system that is not fully implemented and will not currently allow remote monitoring. The goal for FY17 is to continue to upgrade components as necessary in order to have the system report all operational data and allow for remote viewing and control.

The FY2015 SCADA/Electrical budget was increased to upgrade electrical controls and program the SCADA system to allow for remote monitoring and control. At the end of FY2016, 40% of the upgrades will be complete and staff anticipates upgrades to continue for three years.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221207 – WW – Maintenance – Bell Canyon – Collection System

FY17 \$84,085

FY16 \$80,725

\$3,360 Increase (+4%)

This budget provides funding for sewer line cleaning and CCTV inspection. It also provides for GIS maintenance mapping updates.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221208 – WW – Maintenance – Bell Canyon – Preventative

FY 17 \$14,345

FY16 \$13,749

\$596 Increase (+4%)

This budget provides funding for ongoing work order generation and updating of data files associated with the computerized preventative maintenance (PM) program. This program encompasses all of the lift stations and the mechanical and electrical equipment within those stations. This program will assist staff in identifying potential problems and allow for repair of equipment before breakdown.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Wastewater (Continued)

Project 221300 – WW – Operations – Administration Field

| | | |
|----------------------|----------------------|-------------------------------|
| FY17 \$28,400 | FY16 \$27,000 | \$1,400 Increase (+5%) |
|----------------------|----------------------|-------------------------------|

This budget provides funding for administrative support for planning and permitting. This budget also covers customer service regarding the wastewater system.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221301 – WW – Operations

| | | |
|----------------------|----------------------|-------------------------------|
| FY17 \$95,317 | FY16 \$91,814 | \$3,503 Increase (+4%) |
|----------------------|----------------------|-------------------------------|

This budget provides funding for the overall operation of all of the wastewater lift stations including staff, operating supplies, utilities, and permit fees.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221301E – WW – Operations – Emergency Callouts

| | | |
|---------------------|---------------------|-----------------------------|
| FY17 \$2,340 | FY16 \$2,235 | \$105 Increase (+5%) |
|---------------------|---------------------|-----------------------------|

This budget provides funding for emergency call outs and overtime work, as required.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221302 – WW – Operations – Bell Canyon

| | | |
|----------------------|----------------------|-----------------------------|
| FY17 \$13,301 | FY16 \$12,721 | \$580 Increase (+5%) |
|----------------------|----------------------|-----------------------------|

This budget provides funding for the overall operation of Bell Canyon lift station including staff, operating supplies, utilities, and permit fees.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Wastewater (Continued)

Project 221303 – WW – Operations – Bell Canyon – Administration Field

FY17 \$2,990 FY16 \$2,840 \$150 Increase (+5%)

This budget provides funding for administrative support for planning and permitting.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221400 – WW – Engineering

FY17 \$98,942 FY16 \$101,936 \$2,994 Decrease (-3%)

This budget provides funding for general engineering support including review and inspection of County, City, and homeowner projects, as well as special projects such as energy efficiency analysis of the wastewater pumps. This budget provides for continued inspection of the sewer main installation in the Lake Sherwood development. This work covers planning and plan checks that are required for new connections.

Cost Analysis: This decrease reflects completion of the Ventura County overlay projects and Phase One of the Lake Sherwood sewer line extension.

Project 221500 – WW – EPG – Sewer System Management Plan

FY17 \$11,920 FY16 \$11,480 \$440 Increase (+4%)

This budget provides funding for the review, update and training associated with the Sewer System Management Plan (SSMP). This budget also pays for the monthly CWIQS reporting.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 221501 – WW – EPG – Source Control

FY17 \$57,605 FY16 \$55,190 \$2,415 Increase (+4%)

This budget provides funding for inspection and public outreach to industrial facilities and restaurants to ensure compliance with the pre-treatment ordinance. This budget provides for fixture counts and audits.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Potable Water

Project 222200 – PW – Maintenance

FY17 \$104,760

FY16 \$63,100

\$41,660 Increase (+66%)

This budget provides funding for major mechanical repairs of booster pump stations due to pump failure or larger repairs identified during the preventative maintenance programs. This budget also includes material costs for major pump repairs at the Savoy Pump Station.

Cost Analysis: This increase is due to extra time and materials needed to rebuild the third pump at Savoy Pump Station and the rebuild or replacement of 31 backflow devices.

Project 222201 – PW – Maintenance – Preventative

FY17 \$142,201

FY16 \$118,304

\$23,897 Increase (+20%)

This program encompasses all of the booster pump stations and the mechanical and electrical equipment within those stations. This program will assist staff in identifying potential problems and allow for repair of equipment before breakdown.

Cost Analysis: This cost increase is due to a rebuild of Lindero Pump #1 and increased labor hourly rates.

Project 222202 – PW – Maintenance – SCADA/Electrical

FY17 \$123,614

FY16 \$114,339

\$9,275 Increase (+8%)

This budget provides funding for the set-up, programming, operation, and maintenance, of the Potable Water SCADA and electrical systems. This budget will also provide for the replacement of outdated cell modems. In order to provide for remote monitoring of the Potable Water system, additional improvements of the SCADA system are required. The goal for FY17 is to complete these upgrades, allowing for remote viewing and control. During FY2015, after completion of the Oak Canyon Reservoir, the SCADA/Electrical budget was increased to upgrade electrical controls and program the SCADA system to allow for remote monitoring and control. At the end of FY2016, 25% of the upgrades will be complete and staff anticipates upgrades to continue for four years.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Potable Water (Continued)

Project 222203 – PW – Maintenance – Coatings & Linings

FY17 \$24,632 FY16 \$15,540 \$9,092 Increase (+59%)

This budget provides funding for coatings and corrosion control of water system related equipment, appurtenances and other facilities. This includes PRV stations, structures, tank sites, booster pumps stations, etc.

Cost Analysis: This cost increase is due to additional PRV painting.

Project 222300 – PW – Operations

FY17 \$318,972 FY16 \$302,160 \$16,812 Increase (+6%)

This budget provides funding for the overall Oak Park Water System operation including staff, operating supplies, utilities, and permit fees.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222300E – PW – Operations – Emergency Callouts

FY17 \$12,540 FY16 \$11,730 \$810 Increase (+7%)

This budget pays for emergency call outs and overtime work, as required.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222301 – PW – Operations – System Repairs

FY17 \$223,056 FY16 \$215,502 \$7,554 Increase (+4%)

This budget provides funding for the repair and maintenance of the water distribution system. Routine maintenance includes servicing valves, blow offs, air-vacs, and Cla-valves maintenance. This budget also covers the repair of leaks and line breaks.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Potable Water (Continued)

Project 222302 – PW – Operations – Customer Service

FY17 \$74,814

FY16 \$70,102

\$4,712 Increase (+7%)

This budget provides funding for all customer-related activities covered by the field staff. This includes: on-off meter reads for customers that are moving in and out of a residence, posting shut-off notices, investigate high bill inquiries, trouble-shoot customer's water service when they have low water pressure, shut-off service for non-payment, and turn service back on when payment is made.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222302E – PW – Operations – Customer Service – Emergency Callouts

FY17 \$8,778

FY16 \$8,211

\$567 Increase (+7%)

This budget pays for emergency call outs and overtime work as required.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222303 – PW – Operations – Fire Hydrant

FY17 \$74,638

FY16 \$70,630

\$4,008 Increase (+6%)

This budget provides funding for fire hydrant maintenance. Work includes lubricating, exercising, and painting the caps and valves. Budget also includes funding for 12 replacement hydrants that have exceeded their service life.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222304 – PW – Operations – Anode Checks/Leak Protection

FY17 \$10,995

FY16 \$10,215

\$780 Increase (+8%)

This budget provides funding for inspection of potable water services in the system with a listening device to search for service line leaks.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Potable Water (Continued)

Project 222305 – PW – Operations – Meter Replacement

FY17 \$11,443

FY16 \$10,855

\$588 Increase (+5%)

This budget provides funding for labor and supplies necessary for replacement of water meters that are not working properly and are past the manufacturer's recommended replacement schedule.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222307 – PW – Operations – Customer AMI Training

FY17 \$50,040

FY16 \$46,800

\$3,240 Increase (+7%)

This budget provides funding for staff to assist customers in understanding meters for utility billing, leak detection, and tracking consumption.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 222400 – PW – Engineering

FY17 \$71,900

FY16 \$63,325

\$8,575 Increase (+14%)

This budget provides funding for SCE efficiency study on our pumps, GIS updates to our system, and general engineering support on small projects as needed. The efficiency study is part of a 5-cycle and will be completed during FY17.

Cost Analysis: This cost increase is due to increased staffing and labor hourly rates.

Project 222500 – PW – EPG – Potable Water

FY17 \$99,709

FY16 \$96,919

\$2,790 Increase (+3%)

This budget provides funding for the laboratory testing, continuing the update of the Urban Water Management Plan, and regulatory report preparation of the water system, as required by the Department of Public Health.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Potable Water (Continued)

Project 222501 – PW – EPG – OP Water Conservation

FY17 \$99,800

FY16 \$93,690

\$6,110 Increase (+7%)

This budget provides funding for the continued implementation of Oak Park Water's Water Waste Ordinance. This program is staffed for three hours each week to look for water waste violations and provide customer awareness, as necessary. The water conservation hotline provides customers with conservation information. This budget also includes staff time to conduct water surveys to help customers with water conservation at their homes and to prepare updates to the board regarding how Oak Park Water's water use compares to conservation goals.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Reclaimed Water

Project 223200 – RW – Maintenance

FY17 \$19,653

FY16 \$16,295

\$3,358 Increase (+21%)

This program encompasses all of the RW booster pump station and the mechanical and electrical equipment within the station. This program will assist staff in identifying potential problems and allow for repair of equipment before breakdown.

Cost Analysis: This cost increase is due to staffing level increases related to confined space requirements for a below ground pump station.

Project 223300 – RW – Operations

FY17 \$69,230

FY16 \$67,178

\$2,052 Increase (+3%)

This budget provides funding for the operation of the reclaimed water system. This includes meter reading, valve exercising, blow off and Cla-valve maintenance. Also included are reclaimed water audits and regulatory reporting.

Cost Analysis: This cost increase is due to increased labor hourly rates.

Project 223300E – RW – Operations – Emergency Callouts

FY17 \$3,658

FY16 \$3,415

\$243 Increase (+7%)

This budget pays for staff to respond to emergency situations in the reclaimed water system.

Cost Analysis: This cost increase is due to increased labor hourly rates.

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Capital Projects

VRSD Contract Services are not currently budgeted within Capital Projects. Staff will present potential VRSD Contract Services related to Capital Projects to the TSD Board for approval.

**TRIUNFO SANITATION DISTRICT
FISCAL YEAR 2017 BUDGET SUMMARY
VRSD Contract Expenses by Category**

| VRSD Contract Categories | FY 2016 Budget | FY 2017 Budget | Change | % Change |
|---------------------------------|-----------------------|-----------------------|------------------|-----------------|
| Labor | 2,732,510 | 3,064,723 | 332,213 | 12.2% |
| Supplies | 154,942 | 174,607 | 19,665 | 12.7% |
| Services | 156,129 | 156,128 | (1) | 0.0% |
| Permits & Fees | 4,439 | 4,439 | - | 0.0% |
| General Administrative | 62,025 | 62,025 | 0 | 0.0% |
| Laboratory Services | 18,343 | 19,550 | 1,207 | 6.6% |
| Other Professional Services | 332,120 | 476,620 | 144,500 | 43.5% |
| Fleet Vehicles/Equipment | 248,693 | 245,611 | (3,082) | -1.2% |
| | \$3,709,201 | 4,203,702 | \$494,501 | 13.3% |

TRIUNFO SANITATION DISTRICT
FISCAL YEAR 2017 BUDGET SUMMARY
MEMBERSHIP DUES, CONFERENCES & SEMINARS

| Description | Unit (s) | Cost per Unit | Total Cost |
|--|----------|---------------|-------------------------------|
| California Special Districts Association (CSDA) Membership Dues | 1 | 4,552 | 4,552 |
| Ventura County Special Districts Association (VCSDA) Membership Dues | 1 | 150 | 150 |
| Miscellaneous Membership Dues | 12 | 90 | 1,080 |
| Total Central Administration Membership Dues Expense: | | | <u>\$5,782</u> |
| CSDA Conference Registration: 2 Members x 1 Event @ \$750/Event | 2 | 750 | 1,500 |
| CSDA Lodging: 2 Members x 1 Event x 3 Nights @ \$220/Night | 6 | 220 | 1,320 |
| CSDA Mileage: 2 Members x 1 Event | 2 | 350 | 700 |
| CSDA Per Diem: 2 Members x 1 Event x 4 Days @ \$80/Day | 8 | 80 | 640 |
| Total CSDA Conference Expense: | | | <u>\$4,160</u> |
| TBD: Conference Registration: 5 Events @ \$1,000/Event | 5 | 1,000 | 5,000 |
| Total TBD Conferences & Seminars Expense: | | | <u>\$5,000</u> |
| Total Central Administration Membership Dues, Conferences & Seminars Expense: | | | <u><u>\$14,942</u></u> |
| <hr/> | | | |
| California Association of Sanitation Agencies (CASA) Membership Dues | 1 | 12,980 | 12,980 |
| Total Wastewater Membership Dues: | | | <u>\$12,980</u> |
| CASA Conference Registration: 3 Members x 3 Events @ \$475/Event | 9 | 475 | 4,275 |
| CASA Lodging: 3 Members x 3 Events x 3 Nights @ \$220/Night | 27 | 220 | 5,940 |
| CASA Mileage: 3 Members x 3 Events | 9 | 122 | 1,098 |
| CASA Per Diem: 3 Members x 3 Events x 4 Days @ \$80/Day | 36 | 80 | 2,880 |
| Total CASA Conference Expense: | | | <u>\$14,193</u> |
| ACWA Conference Registration: 3 Members x 2 Events @ \$695/Event | 6 | 695 | 4,170 |
| ACWA Extra Event: 3 Members x 1 Event @ \$200/Event | 3 | 200 | 600 |
| ACWA Lodging: 3 Members x 2 Events x 3 Nights @ \$220/Night | 18 | 220 | 3,960 |
| ACWA Mileage: 3 Members x 2 Events | 6 | 70 | 420 |
| ACWA Per Diem: 3 Members x 2 Events x 4 Days @ \$80/Day | 24 | 80 | 1,920 |
| Total ACWA Conference Expense: | | | <u>\$11,070</u> |
| Total Wastewater Membership Dues, Conferences & Seminars Expense: | | | <u><u>\$38,243</u></u> |
| <hr/> | | | |
| Association of California Water Agencies (ACWA) Membership Dues | 1 | 2,700 | 2,700 |
| California Rural Water Association (CRWA) Membership Dues | 1 | 1,060 | 1,060 |
| California Urban Water Conservation Council (CUWCC) Membership Dues | 1 | 2,645 | 2,645 |
| Total Potable Water Membership Dues: | | | <u>6,405</u> |
| Total Potable Water Membership Dues, Conferences & Seminars Expense: | | | <u><u>\$6,405</u></u> |

TRIUNFO SANITATION DISTRICT
FISCAL YEAR 2017 BUDGET SUMMARY
RESERVE ANALYSIS

| Description | Actual FY 2014 Yearend | Actual FY 2015 Yearend | Adjusted FY 2016 Budget | Estimated FY 2016 Yearend | Adopted FY 2017 Budget |
|---|------------------------------|------------------------------|-------------------------------|---------------------------------|-------------------------------|
| <u>WASTEWATER DIVISION</u> | | | | | |
| Restricted reserves: | | | | | |
| Prepaid connection and inspection fees for Lake Sherwood Development | 666,373 | 666,373 | 666,373 | 666,373 | 666,373 |
| Total restricted reserves | 666,373 | 666,373 | 666,373 | 666,373 | 666,373 |
| Committed reserves: | | | | | |
| Capital improvement fund | - | - | - | - | 480,000 |
| Total committed reserves | - | - | - | - | 480,000 |
| Assigned reserves: | | | | | |
| Operating fund | 8,019,111 | 7,334,932 | 6,113,058 | 7,690,966 | 5,230,069 |
| Total assigned reserves | 8,019,111 | 7,334,932 | 6,113,058 | 7,690,966 | 5,230,069 |
| Total reserve level balance | \$8,685,484 | \$8,001,305 | \$6,779,431 | \$8,357,339 | \$6,376,442 |
| <u>POTABLE WATER DIVISION</u> | | | | | |
| Restricted reserves: | | | | | |
| Customer deposits | 38,085 | 39,030 | - | - | - |
| Conifer tank debt service obligation | 602,000 | 602,000 | 129,014 | 545,423 | 519,539 |
| Total restricted reserves | 640,085 | 641,030 | 129,014 | 545,423 | 519,539 ^[1] |
| Committed reserves: | | | | | |
| Capital improvement fund | - | - | - | - | - |
| Total committed reserves | - | - | - | - | - ^[2] |
| Assigned reserves: | | | | | |
| Operating fund | 2,395,592 | 114,351 | - | - | - |
| Total assigned reserves | 2,395,592 | 114,351 | - | - | - |
| Total reserve level balance | \$3,035,677 | \$755,381 | \$129,014 | \$545,423 | \$519,539 |
| <u>RECYCLED WATER DIVISION</u> | | | | | |
| Total restricted reserves | - | - | - | - | - |
| Committed reserves: | | | | | |
| Capital improvement fund | - | - | - | - | 250,000 |
| Total committed reserves | - | - | - | - | 250,000 |
| Assigned reserves: | | | | | |
| Operating fund | 1,326,751 | 1,512,203 | - | 883,191 | 318,544 |
| Total assigned reserves | 1,326,751 | 1,512,203 | - | 883,191 | 318,544 |
| Total reserve level balance | \$1,326,751 | \$1,512,203 | (\$320,145) | \$883,191 | \$568,544 |
| <u>CONSOLIDATED</u> | | | | | |
| Restricted reserves: | 1,306,458 | 1,307,403 | 795,387 | 1,211,796 | 1,185,912 ^[1] |
| Committed reserves: | - | - | - | - | 730,000 ^[2] |
| Assigned reserves: | 11,741,454 | 8,961,486 | 5,792,913 | 8,574,158 | 5,548,612 |
| Total reserve level balance | \$13,047,912 | \$10,268,889 | \$6,588,300 | \$9,785,953 | \$7,464,525 |

[1] Unable to fully fund the Potable Water restricted reserve in the amount of \$649,165; consisting of \$602K for the Conifer tank debt service obligation and \$47K in customer deposits.

[2] Unable to fund the Potable Water committed reserve in the amount of \$170,000 for future capital improvements.

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