

Triunfo Sanitation District
FY2018 Budget Report
FY2018 Adopted Budget vs. FY2017 Adopted Budget
VRSD Contract Services Cost Analysis by Project

Potable Water (Continued)

Project 222501 – PW – EPG – OP Water Conservation

FY17 \$99,800

FY18 \$72,800

\$27,000 Decrease (-27%)

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 decrease is due to a reduction in staff hours (510), resulting from an anticipated reduction in overall water conservation efforts (i.e. improved drought picture, rescinding Stage 1).

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Reclaimed Water

Project 223200 – RW – Maintenance

FY17 \$19,653

FY18 \$79,644

\$59,991 Increase (+305%)

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. This budget is also based upon historical data received from Calleguas.

Cost Analysis: This cost increase is due to purchase of the new reclaimed water system. It includes additional staff hours (500), tools (\$1,000), mileage (\$1,000), and oil and other miscellaneous parts (\$5,750).

Project 223300 – RW – Operations

FY17 \$69,230

FY18 \$69,922

\$692 Increase (+1%)

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

FY18 \$3,719

\$61 Increase (2%)

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 2018 BUDGET SUMMARY
VRSD Contract Expenses by Category**

VRSD Contract Categories	FY 2017 Budget	FY 2018 Budget	Change	% Change
Labor	3,064,723	3,214,300	149,577	4.9%
Supplies	174,607	176,757	2,150	1.2%
Services	156,128	156,128	-	0.0%
Permits & Fees	4,439	4,439	-	0.0%
General Administrative	62,025	26,642	(35,383)	-57.0%
Laboratory Services	73,600	73,600	-	0.0%
Other Professional Services	422,570	577,818	155,248	36.7%
Fleet Vehicles/Equipment	245,611	247,611	2,000	0.8%
	4,203,702	4,477,294	\$273,592	6.5%

TRIUNFO SANITATION DISTRICT
FISCAL YEAR 2018 BUDGET SUMMARY
MEMBERSHIP DUES, CONFERENCES & SEMINARS

Description	Unit (s)	Cost per Unit	Total Cost
California Special Districts Association (CSDA) Membership Dues	1	6,800	6,800
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>\$8,030</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>\$17,190</u>
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California Association of Sanitation Agencies (CASA) Membership Dues	1	13,498	13,498
Total Wastewater Membership Dues:			<u>\$13,498</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>\$38,761</u>
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Association of California Water Agencies (ACWA) Membership Dues	1	2,700	2,700
California Rural Water Association (CRWA) Membership Dues	1	1,060	1,200
California Urban Water Conservation Council (CUWCC) Membership Dues	1	2,645	2,645
Total Potable Water Membership Dues:			<u>6,545</u>
Total Potable Water Membership Dues, Conferences & Seminars Expense:			<u>\$6,545</u>
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Water Re-use Membership Dues	1	900	900
Total Recycled Water Membership Dues:			<u>900</u>
Total Recycled Water Membership Dues, Conferences & Seminars Expense:			<u>\$900</u>
Total District Membership Dues, Conferences & Seminars Expense:			<u>\$63,396</u>

TRIUNFO SANITATION DISTRICT
DEBT SERVICE
FISCAL YEAR 2018

OUTSTANDING DEBT SERVICE SUMMARY

	Potable Water	Potable Water (97.73%)	Recycled Water (2.27%)	Recycled Water	Recycled Water (Taxable)	Combined Loan Amount
	<i>Loan #2222900</i>	<i>Loan #2222901</i>	<i>Loan #2222901</i>	<i>Loan #434672.1</i>	<i>Loan #434672.1</i>	
Original Loan Amount	\$7,760,000	\$2,477,456	\$57,545	\$9,849,000	1,876,000.00	\$20,144,000
Interest Rate	5.00%	3.24%	3.24%	2.74%	4.39%	n/a
Due Dates	Aug and Feb	Nov and May	Nov and May	Aug and Feb	Aug and Feb	n/a
Lender	[1]	[1]	[1]	[1]	[1]	
Balance Due as of June 30, 2017	\$6,129,356	\$2,072,641	\$48,142	\$9,849,000	\$1,876,000	\$19,975,139
Principal Payment through June 30, 2018	\$318,545	\$143,847	\$3,341	\$538,858	\$90,680	\$1,095,271
Interest Payment through June 30, 2018	\$283,170	\$65,998	\$1,533	\$266,488	\$81,372	\$698,561
Balance Due as of June 30, 2018	\$5,810,811	\$1,928,794	\$44,801	\$9,310,142	\$1,785,320	\$18,879,868

Notes:

[1] Lender: Bank of America

Additional Information

<u>Loan #2222900</u>	Description:	Construction of Conifer Tank
	Term:	August 2011- February 2031
<u>Loan #2222901</u>	Description:	Acquisition and installation of Advanced Metering Infrastructure
	Term:	November 2014 - May 2029
	Original Loan Amount:	\$2,535,000.00
<u>Loan #434672.1</u>	Description:	Purchase of Recycled Water System from CMWD
	Term:	August 2017 - February 2032
	Original Loan Amount:	\$11,725,000.00

TRIUNFO SANITATION DISTRICT
FISCAL YEAR 2018 BUDGET SUMMARY
RESERVE ANALYSIS

Description	Actual FY 2015 Yearend	Actual FY 2016 Yearend	Adopted FY 2017 Budget	Estimated FY 2017 Yearend	Adopted FY 2018 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	1,130,000	480,000
Total committed reserves	-	-	480,000	1,130,000	480,000
Assigned reserves:					
Operating fund	7,334,932	7,558,039	5,230,069	6,919,331	5,328,323
Total assigned reserves	7,334,932	7,558,039	5,230,069	6,919,331	5,328,323
Total reserve level balance	\$8,001,305	\$8,224,412	\$6,376,442	\$8,715,704	\$6,474,696
<u>POTABLE WATER DIVISION</u>					
Restricted reserves:					
Customer deposits	39,030	-	-	-	40,260
Conifer tank debt service obligation	602,000	107,703	519,539	(68,382)	602,000
Total restricted reserves	641,030	107,703	519,539	(68,382)	642,260
Committed reserves:					
Capital improvement fund	-	-	-	-	616,000
Total committed reserves	-	-	-	-	616,000
Assigned reserves:					
Operating fund	114,351	-	-	-	721,154
Total assigned reserves	114,351	-	-	-	721,154
Total reserve level balance	\$755,381	\$107,703	\$519,539	(\$68,382)	\$1,979,414
<u>RECYCLED WATER DIVISION</u>					
Total restricted reserves	-	-	-	-	-
Committed reserves:					
Capital improvement fund	-	-	250,000	250,000	250,000
Total committed reserves	-	-	250,000	250,000	250,000
Assigned reserves:					
Operating fund	1,512,203	1,723,160	318,543	1,703,368	1,876,541
Total assigned reserves	1,512,203	1,723,160	318,543	1,703,368	1,876,541
Total reserve level balance	\$1,512,203	\$1,723,160	\$568,543	\$1,953,368	\$2,126,541
<u>CONSOLIDATED</u>					
Restricted reserves:	1,307,403	774,076	1,185,912	597,991	1,308,633
Committed reserves:	-	-	730,000	1,380,000	1,346,000
Assigned reserves:	8,961,486	9,281,199	5,548,612	8,622,699	7,926,019
Total reserve level balance	\$10,268,889	\$10,055,275	\$7,464,524	\$10,600,690	\$10,580,652