

**Central Administration .....**

**TRIUNFO WATER & SANITATION DISTRICT**  
**FISCAL YEAR 2021 & 2022 BUDGET SUMMARY**  
**CENTRAL ADMINISTRATION**

Description	Actual FY 2017 Yearend	Actual FY 2018 Yearend	Actual FY 2019 Yearend	Adjusted FY 2020 Budget	Estimated FY 2020 Yearend	Adopted FY 2021 Budget	Adopted FY 2022 Budget
<b>Operating revenues:</b>							
Fees, sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Service charges	-	-	-	-	-	-	-
Rental revenue - Cell Towers	-	-	-	-	-	-	-
Penalty revenue	-	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-	-
<b>Total operating revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating expenses:</b>							
Wastewater treatment, Potable & R/W purchase	-	-	-	-	-	-	-
VRSD contract services - Operations	-	-	-	-	-	-	-
VRSD contract services - Administration	692,745	884,718	947,561	846,229	788,233	623,462	645,283 [1]
Operating materials and supplies	-	-	-	-	-	-	-
Contract services	-	-	-	-	-	-	-
Professional services	54,905	64,869	107,469	484,575	356,162	553,840	573,224 [2]
Insurance	42,890	36,953	36,187	51,440	35,872	69,521	71,954 [3]
Board member fees and reimbursable expenses	49,850	57,074	62,219	61,524	55,551	61,524	63,677 [4]
Membership and dues	6,684	7,312	7,739	8,780	10,401	8,930	9,243 [5]
Conference and seminars	3,407	7,070	2,422	9,160	2,142	9,160	9,481 [6]
Management and administrative	1,743	594	741	-	-	9,000	- [7]
Utilities	-	-	-	-	-	-	-
Bank service charges	-	-	-	-	-	-	-
Permits, licenses and fees	10,160	9,906	10,028	12,971	14,605	13,515	13,988 [8]
<b>Total operating expenses</b>	<b>862,384</b>	<b>1,068,495</b>	<b>1,174,366</b>	<b>1,474,679</b>	<b>1,262,967</b>	<b>1,348,952</b>	<b>1,386,851</b>
<b>Operating income(loss) before depreciation</b>	<b>( 862,384 )</b>	<b>( 1,068,495 )</b>	<b>( 1,174,366 )</b>	<b>( 1,474,679 )</b>	<b>( 1,262,967 )</b>	<b>( 1,348,952 )</b>	<b>( 1,386,851 )</b>
Depreciation and amortization	-	-	-	-	-	-	-
<b>Operating income(loss)</b>	<b>( 862,384 )</b>	<b>( 1,068,495 )</b>	<b>( 1,174,366 )</b>	<b>( 1,474,679 )</b>	<b>( 1,262,967 )</b>	<b>( 1,348,952 )</b>	<b>( 1,386,851 )</b>
<b>Non-operating revenues(expenses):</b>							
Interest and investment earnings	75	95	1,176	-	3,607	-	-
Gain(loss) on sales and/or disposals of assets	-	-	-	-	-	-	-
Debt service interest expense	-	-	-	-	-	-	-
Contributed capital assets	-	-	-	-	-	-	-
Overhead cost allocation	862,309	1,068,400	1,173,190	1,474,679	1,259,360	1,348,952	1,386,851 [9]
Other, net	-	-	-	-	-	-	-
<b>Total non-operating revenues(expenses)</b>	<b>862,384</b>	<b>1,068,495</b>	<b>1,174,366</b>	<b>1,474,679</b>	<b>1,262,967</b>	<b>1,348,952</b>	<b>1,386,851</b>
<b>Change in net assets before capital expenses</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ 0</b>
Capital expenses	-	-	-	-	-	-	-
Capital expenses - contra	-	-	-	-	-	-	-
<b>Capital expenses, net</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Change in net assets</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ 0</b>

**TRIUNFO WATER & SANITATION DISTRICT**  
**FISCAL YEAR 2021 & 2022 BUDGET SUMMARY**  
*CENTRAL ADMINISTRATION*

**COMMENTS**

- [1] For a detailed breakdown of VRSD Contract Services within each project, please see pages 18-20.
- [2] FY2021 Professional Services includes the following estimates: \$415.2K for the core management team (\$186.7K for TWSD General Manager Mark Norris, \$149.4K for Vickie Dragan Consulting, and \$79K for Doyle Consulting Services), \$70K for baseline legal fees, \$35K for a benchmarking study, \$24.5K for TWSD auditors, \$5K for TWSD's share of the JPA's audit, \$2.2K for marketing and advertising/sponsorship, and \$2K for website design.
- [3] Liability (CSRMA - \$68.9K for FY2021) and workers compensation (State Compensation Insurance Fund - \$0.6K for FY2021) insurance costs.
- [4] Board Member fees and expenses include days of service for TWSD Board Members, which are anticipated to average 4.2 days per member per month. Days of service are primarily comprised of TWSD Board Meetings, JPA Board Meetings, committee meetings, training, and CSDA attendance.
- [5] Membership and Dues include CSDA, VCSDA, and \$1.1K in other memberships and dues. For a detailed breakdown of FY2021, please see page 205.
- [6] Conference and Seminars include CASA and \$5K in other conferences and seminars. For a detailed breakdown, please see page 205.
- [7] FY2021 includes money for a biennial TWSD Board of Directors election. That expense will be budgeted again in FY2023.
- [8] FY2021 Permits, Licenses, & Fees includes the following estimates: \$11.4K in LAFCO fees and \$2.1K in miscellaneous permit fees.
- [9] Overhead cost allocation represents the transfer IN from the Wastewater (\$652.8K for FY2021), Potable Water (\$520K for FY2021), and Recycled Water (\$176.2K for FY2021) Divisions to pay for TWSD's own administrative overhead.



VENTURA REGIONAL SANITATION DISTRICT  
 1001 PARTRIDGE DRIVE, SUITE 150  
 VENTURA, CA 93003-0704  
 805.658.4679

# FY21 PROPOSED CUSTOMER BUDGET

Project Number	Account	Quantity	Cost/Price	Extension
121100	<i>Triunfo Sanitation District - WW - Administration - Central Admin</i>			
51010	Wages - Regular			
		Account Total---		\$441,700
51010	Executive Assistant/Clerk of the Board	628	\$103	\$64,684
51010	General Manager	20	\$197	\$3,940
51010	Director of Finance	608	\$175	\$106,400
51010	Management Analyst-Central Adm	264	\$114	\$30,096
51010	Accountant	1446	\$114	\$164,844
51010	Senior Fiscal Assistant	26	\$86	\$2,236
51010	Senior Management Analyst	160	\$114	\$18,240
51010	Fiscal Assistant	61	\$86	\$5,246
51010	Fiscal Assistant	150	\$86	\$12,900
51010	Fiscal Assistant	279	\$86	\$23,994
51010	Senior Accountant	40	\$114	\$4,560
51010	Accountant	40	\$114	\$4,560
52040	General Administrative Expenses	Account Total---		\$11,477
52040	Office supplies	1	\$2,875	\$2,875
52040	Shipping	1	\$575	\$575
52040	Offsite storage	12	\$138	\$1,656
52040	Printing	1	\$3,450	\$3,450
52040	Mail Manager - CAFR Printing	1	\$1,265	\$1,265
52040	VRSD Printing - Advanced Office Automation	12	\$138	\$1,656
52073	Information Technology Services	Account Total---		\$10,350
52073	Greenman TSD IT support Acctg SW	1	\$4,600	\$4,600
52073	Annual Acct SW Maint	1	\$5,750	\$5,750

52080	Other Professional Services	Account Total---	\$19,283		
52080	Special Mailer			1	\$7,475
52080	Hosting/Software Maintenance			1	\$1,725
52080	Videographer at TSD board mtg			16	\$630
	Permits, Licenses and Fees	Account Total---	\$2,064		
52150	GFOA			1	\$644
52150	CAFR Application Fee			1	\$500
52150	County Assessor Data File			2	\$460
52152	Bank Charges	Account Total---	\$4,140		
60593	Direct Overhead Charge	Account Total---	\$114,792	12	\$345
60593	Doyle Consulting Svcs - \$18.53 (15% of \$123.50)			640	\$19
60593	Mark Norris - \$19.73 (15% of \$131.50) Overhead			1420	\$20
60593	TSD Cost for New Acctg Software			1	\$52,500
60593	Vickie Dragan Consulting - \$18.68 (15% of			1200	\$19
	Project	121100 Total---	\$603,806		
	Total for this report---		\$603,806		

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Approval to Start Project

VRSD Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Approval to Start Project



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# FY21 PROPOSED CUSTOMER BUDGET

Project Number	Account	Quantity	Cost/Price	Extension
121103	Triunfo Sanitation District - WW - Administration - Special Projects			
51010	Wages - Regular			
	51010 Administrative Asst Facebook & Twitter	234	\$84	\$19,656
	Account Total---			\$19,656
Project	121103 Total---			\$19,656
	Total for this report---			\$19,656

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approval to Start Project

VRSD Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approval to Start Project