



The Mission of the Las Gallinas Valley Sanitary District is to protect public health and the environment by providing effective wastewater collection, treatment, and recycling services.

**DISTRICT BOARD**  
Megan Clark  
Rabi Elias  
Craig K. Murray  
Judy Schriebman  
Crystal J. Yezman

**DISTRICT ADMINISTRATION**  
Mike Prinz,  
General Manager  
Michael Cortez,  
District Engineer  
Mel Liebmann,  
Plant Manager  
Greg Pease,  
Collection System/Safety Manager  
Robert Ruiz,  
Administrative Services Manager

## **SPECIAL BOARD MEETING AGENDA**

**In accordance with Government Code Section 54956**

**Craig K. Murray, Board President, has called for a Special Meeting as follows:**

**April 12, 2019 9:00 AM**

Estimated  
Time

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR  
PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT  
OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, OR ON THE DISTRICT  
WEBSITE [WWW.LGVSD.ORG](http://WWW.LGVSD.ORG)**

9:00 AM

**1. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

9:05 AM

**2. BUDGET WORKSHOP:**

Introduction of Preliminary 2019-2020 Budget including Revenue, Operation and Maintenance, Debt Service and Capital Outlay budgets.

12:00 PM

**3. ADJOURNMENT**

AGENDA APPROVED:	Craig K. Murray, Board President	Patrick Richardson, Legal Counsel
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**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before April 11, 2019, at 9:00 a.m., I posted the Agenda for the Board Meeting of said Board to be held April 12, 2019, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: April 10, 2019



Teresa L. Lerch  
District Secretary

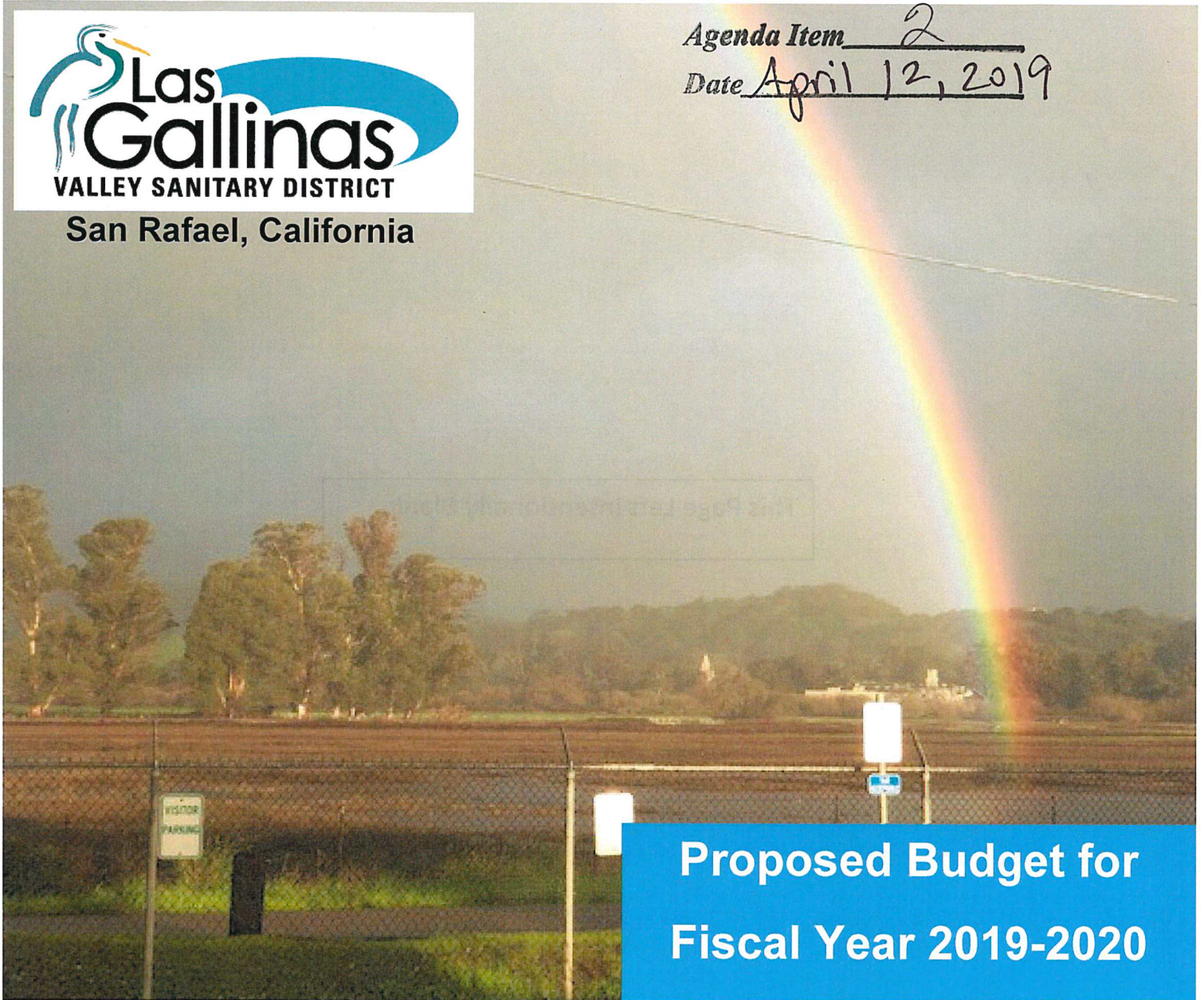
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The Board of the Las Gallinas Valley Sanitary District meets regularly on the second and fourth Thursday of each month. The District may also schedule additional special meetings for the purpose of completing unfinished business and/or study session. Regular meetings are held at the District Office, 300 Smith Ranch Road, San Rafael.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 472-1734 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.

*Handout*

*Agenda Item* 2  
*Date* April 12, 2019



**Proposed Budget for  
Fiscal Year 2019-2020**

**Presented to the Board of Directors  
At the Budget Workshop  
April 12, 2019 at 9 AM  
Board Room  
300 Smith Ranch Road**

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**DISTRICT BOARD**

Megan Clark

Rabi Elias

Craig K. Murray

Judy Schriebman

Crystal J. Yezman

**DISTRICT ADMINISTRATION**

Mike Prinz,  
General Manager

Michael Cortez,  
District Engineer

Mel Liebmann,  
Plant Manager

Greg Pease,  
Collection System/Safety Manager

Robert Ruiz  
Administrative Services Manager

April 12, 2019

To the Board of Directors of the Las Gallinas Valley Sanitary District,

The management staff of the District is pleased to present to the Board the 2019/20 Preliminary Revenue, Operating and Maintenance Expense, Debt Service, Reserve Funding, and Capital Outlay Budgets for review. These budgets reflect the District's progress in the five-year capital improvement plan adopted by the Board in June 2015 for the 2016 through 2020 fiscal years.

Operating Revenue is expected to increase by \$462,500 primarily from a \$31 increase in the sanitary sewer service charge from \$898 to \$927. Interest income is expected to increase even though funds are being expended on capital projects. This is due to the advance of \$12 million from the Infrastructure Bank of California (I Bank)

Operating and Maintenance costs are expected to increase over the prior year budget by a substantial amount due to a serious problem with deferred maintenance of the equipment, building and grounds by \$277,599 or 85.81%. Staffing levels are projected to increase by one full time equivalent in order to help alleviate this problem, but we expect that we are a year away from seeing positive results. Salary levels also went up as compared to the prior year, since we now have a permanent General Manager in place. In addition to Repairs and maintenance in in this budget, we are proceeding with two larger projects which will be completed by FY2022 resulting in the spending to increase dramatically over the year by over \$52 million.

Debt service will increase from \$3,990,000 to \$4,798,026 due to the \$12,000,000 I-Bank loan that we will receive in May.

The Capital Outlay effort for 2019 will be focused on the Secondary Treatment Upgrade and Recycled Water Expansion projects; however other equipment purchases, major repairs, planning for future projects and accumulation of funding for large projects will continue.

Sincerely,

Robert D. Ruiz, CPA  
Administrative Services Manager

Mike Prinz, PE  
General Manager

# Annual Operating Budget Fiscal Year 2019-2020



## Board of Directors

Craig K. Murray, President

Rabi Elias, Vice President

Megan Clark, Board Member

Judy Schriebman, Board Member

Crystal Yezman, Board Member

Prepared under the direction of:

Mike Prinz,

General Manager

With the aid of:

Robert D. Ruiz,

Administrative Services Manager



**Revised Annual Budget Timeline  
and Adoption Schedule**  
2019-2020 Budget

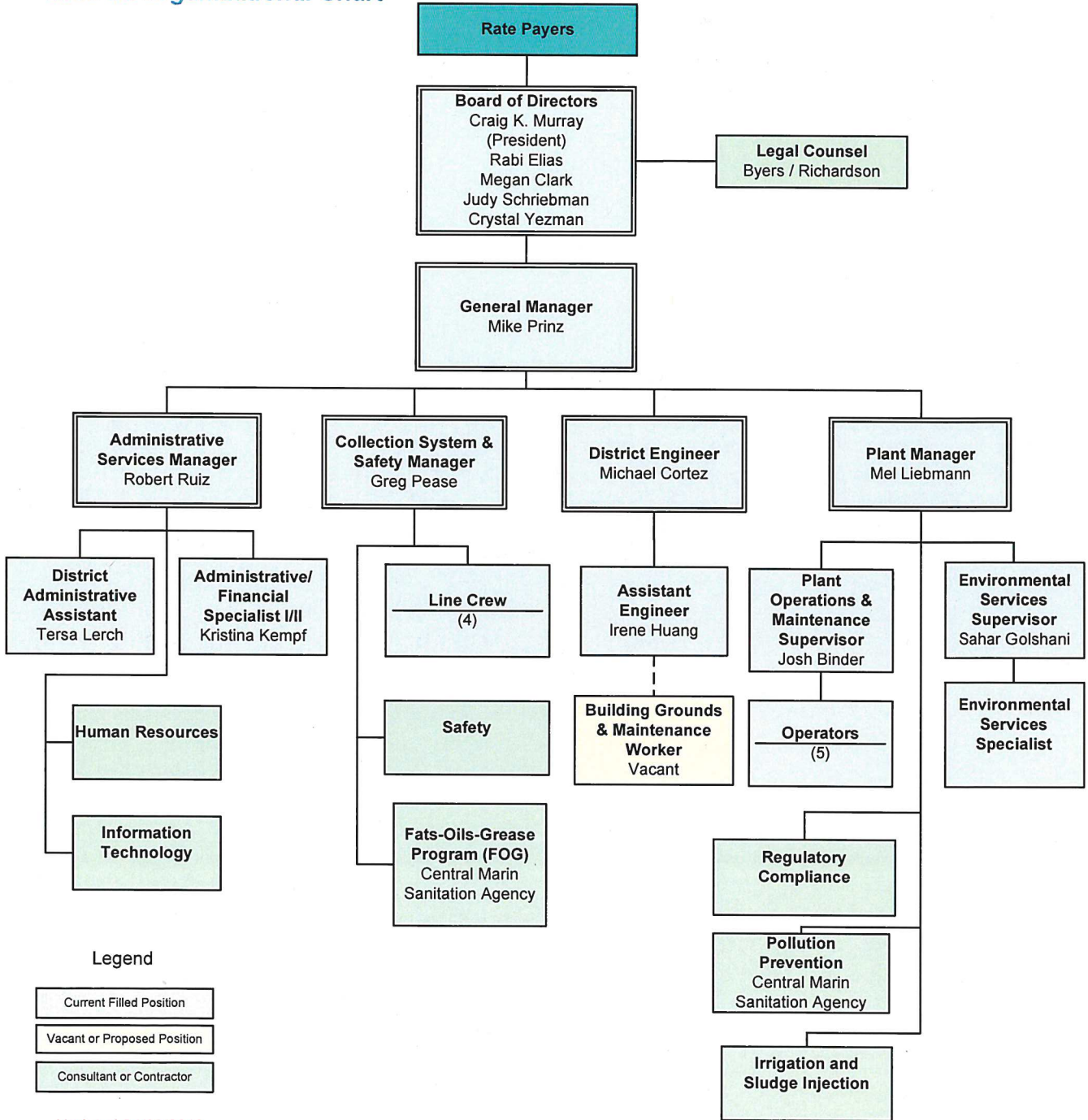
Item	Task	Date	Status	Date Completed	Progress Report
1	Budget Kickoff Meeting	Tuesday, February 5, 2019	Complete	2/5/2019	Manager's Meeting
2	Preliminary Budget Review with Managers	Tuesday, March 5, 2019	Complete	3/5/2019	Manager's Meeting
3	Sewer Charge Survey Data Gathered by Bartle Wells	Friday, March 1, 2019	Pending		
4	Budget Revision to Managers for review	Wednesday, March 13, 2019	Complete	3/15/2019	1 on 1 meeting with managers
5	Draft of 218 Notice for Sewer Charge Rates to Board	Thursday, March 14, 2019	Complete	3/14/2019	Board Meeting
6	Final draft of 218 Notice for Sewer Charge Rates to Board for Approval	Thursday, March 28, 2019	Pending		Board Meeting / <b>Move to April 11</b>
7	Board to Set Budget and Sewer Service Rates Public Hearings Date	Thursday, March 28, 2019	Pending		Board Meeting
8	Prepare preliminary Sewer Rate Calculations	Early April <sup>(1)</sup>	Complete		
9	Budget Workshop with the Board - Special Meeting <sup>(2)</sup>	Friday, April 12, 2019	Pending		Proposed special meeting 9 am to 11 am.
10	218 Notices Mailed to Property Owners <sup>(3)</sup>	Tuesday, April 23, 2019	Pending		
11	Finalize Budget for Employee Costs based on CPI Data	Thursday, May 9, 2019	Pending		
12	Publication of Legal ads for Budget and Sewer Rates Public Hearing	Last week of May/First week of June	Pending		
13	Final Review of the Draft Budget with the board <sup>(4)</sup>	Thursday, May 16, 2019	Pending		Board Meeting / <b>Revised Board Meeting Date</b>
14	Budget / Public Hearing <sup>(4)</sup>	Thursday, June 6, 2019	Pending		Board Meeting / <b>Revised Board Meeting Date</b>

(1) Timing dependent on MMWD providing the data.

(2) Proposed special meeting on Friday April 12.

(3) Minimum time is 45 days in advance of public hearing date of June 13th. The deadline would be April 30th.

(4) Board meetings were changed on 04/11/19 from the 2nd and 4th Thursday to the 1st and 3rd Thursday.



**Legend**

- Current Filled Position
- Vacant or Proposed Position
- Consultant or Contractor

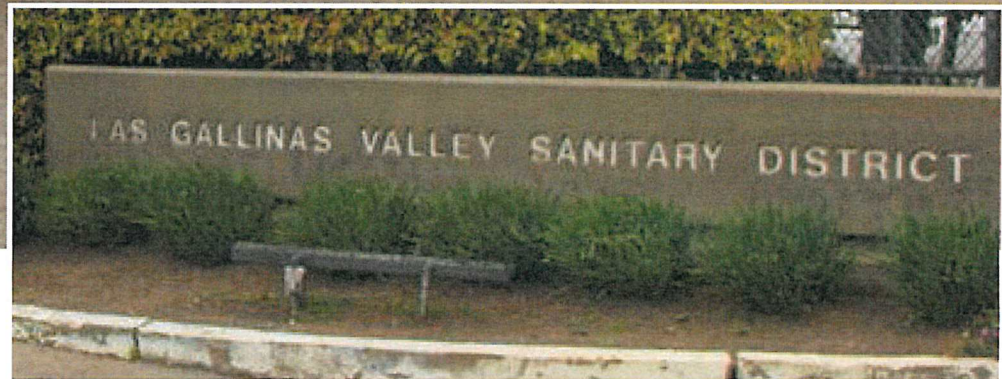
Updated 04/08/2019





Pictured from left to right are: Brian Exberger, Norman Rogers, Ralph Loveless, Greg Pease, Chris Gill, Mike Cortez, Rob Fernandez, Bob Buchholz, Chris Campbell, Josh Binder, Kristina Kempf, Teri Lerch, Irene Huang, Manuel Cardenas, Mel Liebmann, Mike Prinz, Robert Ruiz, Sahar Golshani. Missing is John Bontrager.

*Staff of the Las Gallinas Valley Sanitary District*





**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 REVENUE & FUNDS BUDGET  
PRESENTED APRIL 12, 2019**

FUNDS AVAILABLE	2016-17 Final Actual	2017-18 Final Actual	2018-19 Projected Actual	2019-2020 Proposed Budget	Change	% Change from PY
<b>OPERATING REVENUE</b>						
User Charges	\$ 13,059,850	\$ 13,634,548	\$ 14,381,349	\$ 14,602,912	\$ 221,563	1.54%
Educational Revenue Augmentation Fund	366,078	372,411	319,000	325,000	\$ 6,000	1.88%
Recycled Water	45,548	61,080	39,000	42,000	\$ 3,000	7.69%
Franchise Fees	25,000	25,000	70,000	149,422	\$ 79,422	113.46%
Inspections/Permits/Application Fee	8,957	11,678	22,357	8,500	\$ (13,857)	-61.98%
Interest	532	425	531	500	\$ (31)	-5.85%
Interest on Reserves	72,856	269,180	375,000	400,000	\$ 25,000	6.67%
Suppl. Property Tax Assess.	15,409	27,670	13,000	16,000	\$ 3,000	23.08%
Homeowner Property Tax Relief	4,363	4,354	3,703	4,300	\$ 597	16.11%
Private Sewer Lateral Assistance Program	76,027	101,368	78,678	80,000	\$ 1,322	1.68%
Miscellaneous Revenue	33,057	29,521	950	-	\$ (950)	-100.00%
Sale of Assets	(6,267)	29,012	86	-	\$ (86)	-100.00%
Operating Transfer Out	-	-	-	-	\$ -	0.00%
<b>Total Operating Revenue</b>	<b>13,701,410</b>	<b>14,566,247</b>	<b>15,303,654</b>	<b>15,628,634</b>	\$ 324,980	2.12%
<b>OTHER SOURCES OF FUNDS</b>						
<b>CAPACITY RELATED FUNDS</b>						
Annex and Capital Facility Charges	39,580	228,625	-	-	\$ -	0.00%
Interest on Connection Fees	451	242	124	300	\$ 176	141.15%
<b>Total Capacity Related Revenue</b>	<b>40,031</b>	<b>228,867</b>	<b>124</b>	<b>300</b>	\$ 176	141.15%
<b>GENERAL CONSTRUCTION FUNDS</b>						
Property Tax	856,873	890,205	888,555	875,000	\$ (13,555)	-1.53%
Operating Transfer In	-	-	-	-	\$ -	0.00%
	<b>856,873</b>	<b>890,205</b>	<b>888,555</b>	<b>875,000</b>	\$ (13,555)	-1.53%
<b>OTHER SOURCES</b>						
		1.04171				
Marin Municipal Water District	436,837	455,057	463,145	463,353	\$ 208	0.04%
2017 Bond Sale	41,039,514	-	-	-	\$ -	0.00%

**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 REVENUE & FUNDS BUDGET  
PRESENTED APRIL 12, 2019**

<b>FUNDS AVAILABLE</b>	<b>2016-17 Final Actual</b>	<b>2017-18 Final Actual</b>	<b>2018-19 Projected Actual</b>	<b>2019-2020 Proposed Budget</b>	<b>Change</b>	<b>% Change from PY</b>
2019 Ibank Loan			12,000,000	-	\$ (12,000,000)	-100.00%
Federal Grant	-	-	-	847,150	\$ 847,150	0.00%
State Grant	-	362,033	-	-	\$ -	0.00%
	<u>41,476,351</u>	<u>817,090</u>	<u>12,463,145</u>	<u>1,310,503</u>	\$ (11,152,642)	-89.48%
<b>UTILIZATION OF BOND FUNDS AND RESERVES</b>						
Reserves	366,256	-	-	112,669	\$ 112,669	
Private Sewer Lateral Assistance Funds	-	-	-	-	\$ -	
Prior Year Capital Project Carryover	4,046,259	1,359,494	-	10,592,150	\$ 10,592,150	0.00%
Construction Project Reserve		791,158		1,421,331	\$ 1,421,331	0.00%
Interest Earned on Unspent Bond Funds		567,986	709,744	580,000	\$ (129,744)	-18.28%
Transfers from Bond Fund	65,955	-	-	39,592,193	\$ 39,592,193	0.00%
Marin Lagoon Reserve Fund	-	13,580	74,000	74,000	\$ -	0.00%
Captains Cove Reserve Fund	-	236	2,695	2,695	\$ -	0.00%
Capital Facilities Fund	350,056	300,300	-	-	\$ -	0.00%
	<u>4,828,526</u>	<u>3,032,754</u>	<u>786,439</u>	<u>52,375,039</u>	\$ 51,588,600	6559.77%
					\$ -	
<b>TOTAL FUNDS AVAILABLE FOR EXPENDITURES</b>	<u>\$ 60,903,191</u>	<u>\$ 19,535,163</u>	<u>\$ 29,441,917</u>	<u>\$ 70,189,476</u>	\$ 40,747,559	138.40%

**Annual Operating Budget Fiscal  
Year 2019-2020**



**BUDGET BY CATEGORY**

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**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
<b>Total Employee Wages</b>	2,523,313	2,762,763	2,676,030	3,037,263	\$ 361,233	13.50%
<b>Total Employee Benefits</b>	1,235,695	1,259,817	1,520,704	1,622,405	\$ 101,701	6.69%
<b>Total Insurance Expense</b>	146,770	145,909	159,950	173,542	\$ 13,592	8.50%
<b>Total Repairs and Maintenance</b>	353,808	466,690	323,441	601,000	\$ 277,559	85.81%
<b>Total Small Tools &amp; Supplies</b>	324,387	260,533	351,377	392,123	\$ 40,746	11.60%
<b>Total Contracted Services</b>	719,755	685,508	742,397	790,100	\$ 47,703	6.43%
<b>Total Utilities</b>	351,917	203,649	197,016	197,805	\$ 789	0.40%
<b>Total General &amp; Administrative</b>	271,179	342,752	283,452	340,870	\$ 57,418	20.26%
<b>OPERATING EXPENSE TOTALS</b>	5,926,824	6,127,621	6,254,366	7,155,108	\$ 900,742	14.40%
		3.39%	2.07%	14.40%		



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Employee Wages & Benefits Expenses

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
<b>Regular Staff Salaries</b>	2,252,470	2,458,142	2,390,813	2,761,056	\$ 370,243	15.49%
<b>Over Time</b>	87,008	83,452	96,875	75,796	(21,078)	-21.76%
<b>Vacation and Sick Accrual</b>	51,592	67,515	38,338	39,000	662	1.73%
<b>Stand By</b>	76,396	78,263	92,388	87,030	(5,358)	-5.80%
<b>Directors Salary</b>	55,847	75,391	57,616	74,380	16,765	29.10%
<b>Directors Benefits</b>	9,000	8,400	9,857	5,690	(4,167)	-42.27%
<b>Payroll Taxes</b>	178,182	191,210	186,852	208,702	21,850	11.69%
<b>Group Life Insurance</b>	5,462	5,683	5,907	6,094	187	3.16%
<b>PERS</b>	350,789	340,354	533,133	592,455	59,322	11.13%
<b>Health Insurance</b>	531,839	526,814	601,047	580,676	(20,371)	-3.39%
<b>Dental Insurance</b>	17,479	21,551	24,575	19,200	(5,375)	-21.87%
<b>Vision Insurance</b>	2,019	2,324	3,039	2,752	(287)	-9.43%
<b>Long Term Disability</b>	17,786	19,686	21,517	23,051	1,534	7.13%
<b>Auto Allowance</b>	12,730	10,338	9,257	19,259	10,001	108.04%
<b>Commute Stipend</b>	28,037	28,845	32,834	35,626	2,792	8.50%
<b>Payroll Processing</b>	9,657	9,466	10,317	10,500	183	1.78%
<b>Conferences</b>	P 46,090	64,232	40,561	76,000	35,439	87.37%
<b>Mileage and Travel</b>	P 5,881	8,025	9,379	10,800	1,421	15.15%

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**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Employee Wages & Benefits Expenses

Expense Description		2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Employee Recognition	P	2,481	6,616	6,899	6,000	(899)	-13.03%
Employee Training and Education	P	18,263	16,273	25,530	25,600	70	0.27%
<b>Total Employee Expense</b>		<b>3,759,008</b>	<b>4,022,580</b>	<b>4,196,734</b>	<b>4,659,668</b>	<b>462,934</b>	<b>11.03%</b>

**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Insurance Expenses

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
<b>Workers' Comp Insurance</b>	41,785	41,159	46,000	48,245	\$ 2,245	4.88%
<b>Unemployment Insurance</b>	-	-	-	-		
<b>Pooled Liability Insurance</b>	103,753	103,800	113,000	124,300	11,300	10.00%
<b>Fidelity Bond</b>	1,232	950	950	998	48	5.00%
<b>Total Insurance Expense</b>	146,770	145,909	159,950	173,542	13,592	8.50%



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Repairs and Maintenance Expense

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Vehicle Parts & Maintenance	42,093	52,880	63,877	51,500	\$ (12,377)	-19.38%
Building maintenance	12,117	15,317	5,701	35,000	\$ 29,299	513.96%
Grounds Maintenance	7,161	21,410	25,373	40,000	\$ 14,627	57.65%
Power Generation Maint & Repair	3,748	2,418	57,241	75,000	\$ 17,759	31.02%
Reclamation Maintenance			6,609	25,000	\$ 18,391	278.27%
Equipment Maintenance	50,442	35,848	75,797	115,000	\$ 39,203	51.72%
Equipment Repair	71,465	72,211	33,456	104,500	\$ 71,044	212.35%
Capital Repairs/Replacements	166,782	266,606	55,387	155,000	\$ 99,613	179.85%
<b>Total Repairs and Maintenance</b>	<b>\$ 353,808</b>	<b>\$ 466,690</b>	<b>\$ 323,441</b>	<b>\$ 601,000</b>	<b>\$ 277,559</b>	<b>85.81%</b>



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Small Tools & Supplies Expense

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Hypochlorite	45,585	39,888	59,970	54,000	\$ (5,970)	-9.95%
Bisulfite	57,425	35,755	51,121	46,000	\$ (5,121)	-10.02%
Miscellaneous Chemicals	88,131	62,975	109,738	117,000	\$ 7,262	6.62%
General Operating Supplies	52,110	44,017	45,252	52,100	\$ 6,848	15.13%
Fuel & Oil	26,380	23,420	28,494	29,673	\$ 1,179	4.14%
Safety Equipment & Supplies	22,775	20,054	27,053	32,350	\$ 5,297	19.58%
Safety Services	28,720	28,619	28,896	53,000	\$ 24,104	83.42%
Small Tools	3,261	5,805	854	8,000	\$ 7,146	836.95%
<b>Total Small Tools &amp; Supplies</b>	<u>\$ 324,387</u>	<u>\$ 260,533</u>	<u>\$ 351,377</u>	<u>\$ 392,123</u>	\$ 40,746	11.60%



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Contract Services Expense

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Outside Services	17,111	16,721	18,968	69,500	\$ 50,532	266.40%
Pollution Prevention Program	16,905	12,264	10,264	12,500	\$ 2,236	21.79%
Lab Contract Services	50,748	37,425	38,000	43,000	\$ 5,000	13.16%
Special Monitoring/Pilot Testing	2,800	-	-	-	\$ -	
Janitorial	9,771	11,557	17,500	15,000	\$ (2,500)	-14.29%
Aquatic Review	3,536	3,421	3,438	3,800	\$ 362	10.53%
Uniform Service	4,913	6,005	6,446	6,500	\$ 54	0.83%
Damage Claim	992	407	19,673	10,000	\$ (9,673)	-49.17%
Sludge Disposal (Inject)	47,984	67,573	67,565	69,500	\$ 1,935	2.86%
Regulatory Consultant (Environmental)	158,591	80,414	168,478	177,300	\$ 8,822	5.24%
Engineering Consultant (General Small)	27,337	73,106	15,767	15,000	\$ (767)	-4.86%
Lateral Rehab Assistance Program C	116,091	52,406	95,000	100,000	\$ 5,000	5.26%
Legal C	195,643	197,981	120,000	120,000	\$ -	0.00%
Audit C	30,570	25,570	25,635	28,000	\$ 2,365	9.23%
Consultants	36,763	100,658	135,662	120,000	\$ (15,662)	-11.54%
<b>Total Contracted Services</b>	<b>719,755</b>	<b>685,508</b>	<b>742,397</b>	<b>790,100</b>	<b>\$ 47,703</b>	<b>6.43%</b>



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

Utilities Expense

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Utility Power	314,316	161,943	153,485	154,300	\$ 815	0.53%
Telephone	32,704	33,072	35,286	33,505	\$ (1,781)	-5.05%
Water	4,897	8,634	8,245	10,000	\$ 1,755	21.29%
<b>Total Utilities</b>	<b>351,917</b>	<b>203,649</b>	<b>197,016</b>	<b>197,805</b>	<b>\$ 789</b>	<b>0.40%</b>



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 OPERATING AND MAINTENANCE EXPENSE BUDGET  
PRESENTED APRIL 12, 2019**

General & Administrative Expense

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Election	1,043	-	25,000	25,000	\$ -	0.00%
Office Supplies	16,432	14,072	15,516	15,620	\$ 104	0.67%
Computer Support and Supplies	40,418	121,468	78,427	84,500	\$ 6,073	7.74%
Bank Charges	2,574	1,594	130	1,500	\$ 1,370	1051.32%
User Charge Collection Fee	32,908	33,379	30,000	35,000	\$ 5,000	16.67%
Publication and Legal Ads	13,779	12,128	11,400	15,000	\$ 3,600	31.58%
Public Education and Outreach	33,462	34,037	40,000	65,000	\$ 25,000	62.50%
Taxes, Other	7,766	8,917	4,438	9,000	\$ 4,562	102.79%
Memberships	44,083	44,810	44,374	49,500	\$ 5,126	11.55%
Permits	48,604	55,985	20,253	23,250	\$ 2,997	14.80%
Fines	9,000	-	-	-	\$ -	
Rents and Leases	21,008	16,362	12,896	16,500	\$ 3,604	27.94%
Miscellaneous expense	102	-	1,016	1,000	\$ (16)	-1.57%
<b>Total General &amp; Administrative</b>	<b>271,179</b>	<b>342,752</b>	<b>283,452</b>	<b>340,870</b>	<b>\$ 57,418</b>	<b>20.26%</b>



**LAS GALLINAS VALLEY SANITARY DISTRICT  
2019-20 DEBT SERVICE BUDGET  
PRESENTED APRIL 12, 2019**

	Source of Funds	2016-17 Total Actual	2017-18 Total Actual	2018-19 Projected Actual	Total Payout 2019-20 Proposed Budget	Interest 2019-20 Proposed Budget
<b>2005 Certificates of Participation/ Refunded 2014</b>	Gen Fund	\$ 689,876	\$ 697,963	\$ 690,473	\$ 692,488	\$ 137,488
<b>2019 IBank Loan</b>	Loan Reserve				803,446	331,192
<b>2010 State Revolving Fund Loan</b>	Gen Fund	285,464	285,464	285,464	285,464	83,564
<b>2011 Bank of Marin Loan</b>	Gen Fund	332,681	332,682	332,682	332,681	112,764
<b>2012 Bank of Marin Loan</b>	Gen Fund	235,346	235,346	235,346	235,346	20,113
<b>2017 Revenue Bonds <sup>(1)</sup></b>	Loan Reserve	-	2,369,505	2,446,600	2,448,600	1,458,600
		-	-	-	-	-
		<b><u>\$ 1,638,401</u></b>	<b><u>\$ 3,920,960</u></b>	<b><u>\$ 3,990,565</u></b>	<b><u>\$ 4,798,026</u></b>	<b><u>\$ 2,143,721</u></b>

	2018-19 Total Payout	2019-20 Total Payout	2019-20 Interest
Gen Fund	1,543,965	1,545,980	353,929
Loan Reserve	2,446,600	3,252,046	1,789,792
	<b><u>3,990,565</u></b>	<b><u>4,798,026</u></b>	<b><u>2,143,721</u></b>
		2,654,304	

(1) Includes treatment plant upgrade, recycled water treatment plant expansion and operations control center.

(2) Per Board action on May 25, 2017, the amounts collected for the treatment plant upgrade and operations control center projects prior to the bonds being issued will be reclassified as Reserves and are reflected in the Reserve Budget for all years presented.

**Annual Operating Budget Fiscal  
Year 2019-2020**



**BUDGET BY DEPARTMENT**



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**Summary  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

	Jul '18 - Mar 19	Annual Budget	Proposed	
			Budget	Over LY Bgt
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
100-Administration	7,431,740.83	36,138,058.00	63,447,890.14	75.57%
125-Engineering	-266,169.48	-539,817.00	-721,005.50	33.56%
150-Board	-64,164.57	-121,200.00	-119,670.31	-1.26%
200-Collections	-1,662,693.38	-6,003,777.00	-1,647,454.84	-72.56%
300-Pump Stations	-316,004.96	-2,669,431.00	-252,200.00	-90.55%
350-Captains Cove	-6,415.90	-270.00	-270.00	0.00%
360-Marin Lagoon	-31,432.03	5,312.00	44,312.00	734.19%
400-Laboratory	-199,138.55	-333,794.00	-376,778.66	12.88%
500-Reclamation	-147,785.55	0.00	-662,861.26	100.00%
600-Plant-Treatment	-1,835,466.97	-11,024,407.00	-27,488,477.63	149.34%
650-Recycled Water	-57,507.44	-5,769,010.00	-3,487,656.45	-39.54%
900-Other	-15,868.00	0.00	0.00	0.00%
<b>Net Income</b>	<b>2,829,094.00</b>	<b>9,681,664.00</b>	<b>28,735,827.50</b>	<b>196.81%</b>



**100-Admin  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	<u>Jul '18 - Mar 19</u>	<u>Annual Budget</u>	<u>Budget</u>	<u>Over LY Bgt</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9000 · Property Tax Revenue	529,358.72	870,000.00	875,000.00	0.57%
9040 · Supp. Assmnts - Property Tax	13,078.68	16,000.00	16,000.00	0.00%
9046 · ERAF	229,873.91	320,000.00	325,000.00	1.56%
9011 · User Charge	8,365,349.28	14,179,250.00	14,562,162.00	2.70%
9010 · Federal and State Grants	0.00	0.00	0.00	0.00%
9880 · Recycled Water	0.00	0.00	0.00	0.00%
9881 · MMWD Reimbursement	0.00	463,145.00	463,353.00	0.04%
9021 · Franchise Revenue	15,793.15	70,000.00	149,421.73	113.46%
9022 · Permits and Inspection Fees	0.00	43,000.00	5,000.00	-88.37%
9773 · Miscellaneous Income	250.00	20,000.00	0.00	-100.00%
9100 · Reimb. for Lateral Repairs	48,320.92	80,000.00	72,000.00	-10.00%
9779 · Sale of Asset	50.00	0.00	0.00	0.00%
9280 · HOPTR	2,160.30	4,300.00	4,300.00	0.00%
9200 · Interest Income	332,157.75	736,300.00	980,800.00	33.21%
9900 · Interfund Transfers In/Out	0.00	24,290,930.00	51,718,343.87	112.91%
<b>Total Income</b>	<u>9,536,392.71</u>	<u>41,092,925.00</u>	<u>69,171,380.60</u>	<u>68.33%</u>
<b>Gross Profit</b>	9,536,392.71	41,092,925.00	69,171,380.60	68.33%
<b>Expense</b>				
1001 · Employee Costs	760,014.77	1,048,209.00	1,224,731.02	16.84%
2059 · Insurance	32,836.50	158,950.00	173,542.25	9.18%
2080 · Repairs and Maintenance	2,458.89	18,600.00	18,600.00	0.00%
2320 · Outside Services	88,706.67	138,000.00	210,000.00	52.17%
2362 · General Operating Supplies	2,198.34	3,500.00	3,500.00	0.00%
2535.1 · Utilities	9,237.66	12,000.00	12,000.00	0.00%
2389 · Misc Safety Exp - Lgvsd only	3,069.88	32,000.00	32,000.00	0.00%
2397 · Safety Contractor Services	0.00	30,000.00	0.00	-100.00%
2801 · Lateral Rehab Assistance Prog	0.00	0.00	0.00	0.00%
2400 · General and Administrative	1,038,177.17	2,363,041.00	2,610,341.20	10.47%
9920 · Reserve Uses	0.00	1,000,567.00	998,776.00	-0.18%
<b>Total Expense</b>	<u>1,936,699.88</u>	<u>4,804,867.00</u>	<u>5,283,490.47</u>	<u>9.96%</u>
<b>Net Ordinary Income</b>	7,599,692.83	36,288,058.00	63,887,890.14	76.06%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4000 · Construction Projects	167,952.00	150,000.00	440,000.00	193.33%
<b>Total Other Expense</b>	<u>167,952.00</u>	<u>150,000.00</u>	<u>440,000.00</u>	<u>193.33%</u>

**100-Admin  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

Net Other Income  
Net Income

	Jul '18 - Mar 19	Annual Budget	Proposed Budget	Over LY Bgt
	-167,952.00	-150,000.00	-440,000.00	193.33%
	<u>7,431,740.83</u>	<u>36,138,058.00</u>	<u>63,447,890.14</u>	75.57%



**125-Engineering  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance**

7:27 AM  
03/21/19  
Accrual Basis

March 2019

	March 2019		Proposed	
	Jul '18 - Mar 19	Annual Budget	Budget	Over LY Bgt
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9010 · Federal and State Grants	0.00	0.00	0.00	0.00%
9023 · Connection Fees	16,687.80	0.00	0.00	0.00%
9024 · Application Fees	1,000.00	0.00	0.00	0.00%
9773 · Miscellaneous Income	950.00	0.00	0.00	0.00%
<b>Total Income</b>	<u>18,637.80</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Gross Profit</b>	18,637.80	0.00	0.00	0.00%
<b>Expense</b>				
1001 · Employee Costs	272,230.50	515,217.00	512,455.50	-0.54%
2080 · Repairs and Maintenance	0.00	1,100.00	1,100.00	0.00%
2249 · Small Tools	0.00	1,000.00	1,000.00	0.00%
2320 · Outside Services-Scanning	0.00	0.00	20,000.00	100.00%
2356 · Engineering	4,049.00	15,000.00	68,000.00	353.33%
2362 · General Operating Supplies	417.95	500.00	1,000.00	100.00%
2535.1 · Utilities	1,364.63	2,000.00	2,000.00	0.00%
2389 · Misc Safety Exp - Lgvsd only	207.09	0.00	350.00	100.00%
2400 · General and Administrative	6,440.43	5,000.00	15,100.00	202.00% Conference legal ads
<b>Total Expense</b>	<u>284,709.60</u>	<u>539,817.00</u>	<u>621,005.50</u>	<u>15.04%</u>
<b>Net Ordinary Income</b>	-266,071.80	-539,817.00	-621,005.50	15.04%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4000 · Construction Projects	97.68		100,000.00	100.00%
<b>Total Other Expense</b>	<u>97.68</u>			<u>0.00%</u>
<b>Net Other Income</b>	<u>-97.68</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Net Income</b>	<u><u>-266,169.48</u></u>	<u><u>-539,817.00</u></u>	<u><u>-721,005.50</u></u>	<u><u>33.56%</u></u>

**150-Board  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	Jul '18 - Mar 19	Annual Budget	Budget	Over LY Bgt
Ordinary Income/Expense				
Expense				
1001 - Employee Costs	42,748.59	87,100.00	85,570.31	-1.76%
2320 - Outside Services	2,723.50	0.00	0.00	0.00%
2362 - General Operating Supplies	2,922.99	5,600.00	5,600.00	0.00%
2400 - General and Administrative	15,769.49	28,500.00	28,500.00	0.00%
Total Expense	<u>64,164.57</u>	<u>121,200.00</u>	<u>119,670.31</u>	-1.26%
Net Ordinary Income	<u>-64,164.57</u>	<u>-121,200.00</u>	<u>-119,670.31</u>	-1.26%
Net Income	<u><u>-64,164.57</u></u>	<u><u>-121,200.00</u></u>	<u><u>-119,670.31</u></u>	-1.26%



**200-Collections  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	Jul '18 - Mar 19	Annual Budget	Budget	Over LY Bgt
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9023 · Connection Fees	0.00	0.00	0.00	0.00%
9022 · Permits and Inspection Fees	2,034.00	0.00	2,000.00	100.00%
9773 · Miscellaneous Income	0.00	0.00	0.00	0.00%
9100 · Reimb. for Lateral Repairs	8,678.09		8,000.00	100.00%
<b>Total Income</b>	<u>10,712.09</u>	<u>0.00</u>	<u>10,000.00</u>	100.00%
<b>Gross Profit</b>	10,712.09	0.00	10,000.00	100.00%
<b>Expense</b>				
1001 · Employee Costs	450,144.71	741,540.00	827,319.15	11.57%
2080 · Repairs and Maintenance	35,372.44	53,000.00	102,000.00	92.45%
2111 · Pollution Prevention <b>Sahar</b>	1,985.51	7,500.00	7,500.00	0.00%
2249 · Small Tools	331.83	5,000.00	5,000.00	0.00%
2320 · Outside Services	3,564.63	2,500.00	2,500.00	0.00% Du-All
2330 · Damage Claims	11,475.91	10,000.00	10,000.00	0.00% this is the deductible
2356 · Engineering	11,442.08	0.00	18,000.00	100.00%
2362 · General Operating Supplies	588.61	1,000.00	1,000.00	0.00%
2535.1 · Utilities	1,966.90	3,000.00	3,000.00	0.00%
2501 · Fuels	9,467.06	12,800.00	14,435.69	12.78%
2389 · Misc Safety Exp - Lgvsd only	9,756.77	0.00	0.00	0.00%
2397 · Safety Contractor Services	16,856.00		53,000.00	100.00%
2801 · Lateral Rehab Assistance Prog	51,216.00	219,861.00	100,000.00	-54.52%
2400 · General and Administrative	16,177.75	3,000.00	18,700.00	523.33%
<b>Total Expense</b>	<u>620,346.20</u>	<u>1,059,201.00</u>	<u>1,162,454.84</u>	9.75%
<b>Net Ordinary Income</b>	-609,634.11	-1,059,201.00	-1,152,454.84	8.80%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4000 · Construction Projects	1,053,059.27	4,369,576.00	0.00	-100.00%
4200 · Capacity and Effluent Quality	0.00	575,000.00	495,000.00	-13.91%
<b>Total Other Expense</b>	<u>1,053,059.27</u>	<u>4,944,576.00</u>	<u>495,000.00</u>	-89.99%
<b>Net Other Income</b>	<u>-1,053,059.27</u>	<u>-4,944,576.00</u>	<u>-495,000.00</u>	-89.99%
<b>Net Income</b>	<u><u>-1,662,693.38</u></u>	<u><u>-6,003,777.00</u></u>	<u><u>-1,647,454.84</u></u>	-72.56%

# 300-Pump Stations Proposed Budget

## Las Gallinas Valley Sanitary District Profit & Loss Budget Performance March 2019

7:27 AM  
03/21/19  
Accrual Basis

	March 2019		Proposed	
	Jul '18 - Mar 19	Annual Budget	Budget	Over LY Bgt
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9200 · Interest Income	229.20		0.00	0.00%
<b>Total Income</b>	<u>229.20</u>		<u>0.00</u>	<u>0.00%</u>
<b>Gross Profit</b>	229.20		0.00	0.00%
<b>Expense</b>				
1001 · Employee Costs	6,938.86		0.00	0.00%
2080 · Repairs and Maintenance	33,177.90	83,000.00	83,000.00	0.00%
2249 · Small Tools	33.95			0.00%
2362 · General Operating Supplies	0.00	1,000.00	1,000.00	0.00%
2535.1 · Utilities	65,726.60	64,200.00	64,200.00	0.00%
2400 · General and Administrative	734.00	4,000.00	4,000.00	0.00%
<b>Total Expense</b>	<u>106,611.31</u>	<u>152,200.00</u>	<u>152,200.00</u>	<u>0.00%</u>
<b>Net Ordinary Income</b>	-106,382.11	-152,200.00	-152,200.00	0.00%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4000 · Construction Projects	197,759.90	1,838,145.00	0.00	-100.00%
4200 · Capacity and Effluent Quality	11,862.95	679,086.00	100,000.00	-85.27%
<b>Total Other Expense</b>	<u>209,622.85</u>	<u>2,517,231.00</u>	<u>100,000.00</u>	<u>-96.03%</u>
<b>Net Other Income</b>	-209,622.85	-2,517,231.00	-100,000.00	-96.03%
<b>Net Income</b>	<u><u>-316,004.96</u></u>	<u><u>-2,669,431.00</u></u>	<u><u>-252,200.00</u></u>	<u><u>-90.55%</u></u>

**350-Captains Cove  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	<u>Jul '18 - Mar 19</u>	<u>Annual Budget</u>	<u>Budget</u>	<u>Over LY Bgt</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9011 · User Charge	0.00	16,000.00	16,000.00	0.00%
9200 · Interest Income	40.40	0.00	0.00	0.00%
9900 · Interfund Transfers In/Out	0.00	2,695.00	2,695.00	0.00%
<b>Total Income</b>	<u>40.40</u>	<u>18,695.00</u>	<u>18,695.00</u>	0.00%
<b>Gross Profit</b>	40.40	18,695.00	18,695.00	0.00%
<b>Expense</b>				
1001 · Employee Costs	2,013.16	3,360.00	3,360.00	0.00%
2080 · Repairs and Maintenance	0.00	8,800.00	8,800.00	0.00%
2362 · General Operating Supplies	0.00	0.00	0.00	0.00%
2535.1 · Utilities	4,443.14	6,805.00	6,805.00	0.00%
<b>Total Expense</b>	<u>6,456.30</u>	<u>18,965.00</u>	<u>18,965.00</u>	0.00%
<b>Net Ordinary Income</b>	<u>-6,415.90</u>	<u>-270.00</u>	<u>-270.00</u>	0.00%
<b>Net Income</b>	<u><u>-6,415.90</u></u>	<u><u>-270.00</u></u>	<u><u>-270.00</u></u>	0.00%



**360-Marin Lagoon  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

	Jul '18 - Mar 19	Annual Budget	Proposed	
			Budget	Over LY Bgt
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9011 · User Charge	0.00	24,750.00	24,750.00	0.00%
9200 · Interest Income	188.80	0.00	0.00	0.00%
9900 · Interfund Transfers In/Out	0.00	74,000.00	74,000.00	0.00%
<b>Total Income</b>	<u>188.80</u>	<u>98,750.00</u>	<u>98,750.00</u>	<u>0.00%</u>
<b>Gross Profit</b>	188.80	98,750.00	98,750.00	0.00%
<b>Expense</b>				
1001 · Employee Costs	4,925.70	12,638.00	12,638.00	0.00%
2080 · Repairs and Maintenance	11,456.76	37,000.00	37,000.00	0.00%
2535.1 · Utilities	3,375.42	4,800.00	4,800.00	0.00%
<b>Total Expense</b>	<u>19,757.88</u>	<u>54,438.00</u>	<u>54,438.00</u>	<u>0.00%</u>
<b>Net Ordinary Income</b>	-19,569.08	44,312.00	44,312.00	0.00%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4200 · Capacity and Effluent Quality	11,862.95	39,000.00	0.00	-100.00%
<b>Total Other Expense</b>	<u>11,862.95</u>	<u>39,000.00</u>	<u>0.00</u>	<u>-100.00%</u>
<b>Net Other Income</b>	-11,862.95	-39,000.00	0.00	-100.00%
<b>Net Income</b>	<u><u>-31,432.03</u></u>	<u><u>5,312.00</u></u>	<u><u>44,312.00</u></u>	<u>734.19%</u>

**400-Laboratory  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

	March 2019		Proposed	
	<u>Jul '18 - Mar 19</u>	<u>Annual Budget</u>	<u>Budget</u>	<u>Over LY Bgt</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9022 · Permits and Inspection Fees	1,488.10	0.00	1,500.00	100.00%
<b>Total Income</b>	<u>1,488.10</u>	<u>0.00</u>	<u>1,500.00</u>	100.00%
<b>Gross Profit</b>	1,488.10	0.00	1,500.00	100.00%
<b>Expense</b>				
1001 · Employee Costs	156,610.61	251,794.00	279,878.66	11.15%
2080 · Repairs and Maintenance	3,819.21	2,500.00	14,000.00	460.00%
2111 · Pollution Prevention	350.00	5,000.00	5,000.00	0.00%
2117 · Lab Contract Services	23,035.24	40,000.00	40,000.00	0.00%
2320 · Outside Services	739.35	1,000.00	1,000.00	0.00%
2362 · General Operating Supplies	10,485.73	25,000.00	25,000.00	0.00%
2535.1 · Utilities	266.43	500.00	500.00	0.00%
2501 · Fuels	824.38		1,000.00	100.00%
2389 · Misc Safety Exp - Lgvsd only	572.85	0.00	0.00	0.00%
2400 · General and Administrative	3,922.85	8,000.00	11,900.00	48.75%
<b>Total Expense</b>	<u>200,626.65</u>	<u>333,794.00</u>	<u>378,278.66</u>	13.33%
<b>Net Ordinary Income</b>	<u>-199,138.55</u>	<u>-333,794.00</u>	<u>-376,778.66</u>	12.88%
<b>Net Income</b>	<u><u>-199,138.55</u></u>	<u><u>-333,794.00</u></u>	<u><u>-376,778.66</u></u>	12.88%

**500-Reclamation  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	Jul '18 - Mar 19	Annual Budget	Budget	Over LY Bgt
Ordinary Income/Expense				
Expense				
1001 · Employee Costs	881.57	0.00	1,511.26	100.00%
2080 · Repairs and Maintenance	1,036.14	0.00	47,500.00	100.00%
2331 · Reclamation Expenses	72,528.08	0.00	94,500.00	100.00%
2320 · Outside Services	5,529.50	0.00	3,800.00	100.00%
2356 · Engineering	600.40	0.00	0.00	0.00%
2535.1 · Utilities	2,578.07	0.00	2,000.00	100.00%
2400 · General and Administrative	535.33	0.00	550.00	100.00%
<b>Total Expense</b>	<b>83,689.09</b>	<b>0.00</b>	<b>149,861.26</b>	<b>100.00%</b>
Net Ordinary Income	-83,689.09	0.00	-149,861.26	100.00%
Other Income/Expense				
Other Expense				
4200 · Capacity and Effluent Quality	64,096.46	0.00	513,000.00	100.00%
<b>Total Other Expense</b>	<b>64,096.46</b>	<b>0.00</b>	<b>513,000.00</b>	<b>100.00%</b>
Net Other Income	-64,096.46	0.00	-513,000.00	100.00%
<b>Net Income</b>	<b>-147,785.55</b>	<b>0.00</b>	<b>-662,861.26</b>	<b>100.00%</b>



**600-Plant-Treatment  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	<u>Jul '18 - Mar 19</u>	<u>Annual Budget</u>	<u>Budget</u>	<u>Over LY Bgt</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9010 · Federal and State Grants	0.00	0.00	0.00	0.00%
<b>Total Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<b>Gross Profit</b>	0.00	0.00	0.00	0.00%
<b>Expense</b>				
1001 · Employee Costs	754,129.90	1,305,406.00	1,579,804.20	21.02%
2080 · Repairs and Maintenance	93,833.46	232,000.00	240,000.00	3.45%
2331 · Reclamation Expenses	0.00	0.00	0.00	0.00%
2101 · Chemicals and Lab Supplies	130,337.97	171,500.00	199,000.00	16.03%
2111 · Pollution Prevention	3,651.63	0.00	0.00	0.00%
2249 · Small Tools	190.00	2,000.00	2,000.00	0.00%
2320 · Outside Services	8,129.35	18,000.00	9,500.00	-47.22%
2356 · Engineering	32,691.42	159,300.00	159,300.00	0.00%
2362 · General Operating Supplies	8,536.07	12,000.00	12,000.00	0.00%
2535.1 · Utilities	54,995.80	92,500.00	92,500.00	0.00%
2501 · Fuels	9,721.61	7,200.00	14,236.88	97.73%
2389 · Misc Safety Exp - Lgvsd only	2,190.54	0.00	0.00	0.00%
2400 · General and Administrative	44,245.14	54,500.00	56,400.00	3.49%
<b>Total Expense</b>	<u>1,142,652.89</u>	<u>2,054,406.00</u>	<u>2,364,741.08</u>	<u>15.11%</u>
<b>Net Ordinary Income</b>	-1,142,652.89	-2,054,406.00	-2,364,741.08	15.11%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4000 · Construction Projects	553,371.95	8,616,010.00	24,362,736.55	182.76%
4200 · Capacity and Effluent Quality	139,442.13	353,991.00	761,000.00	114.98%
<b>Total Other Expense</b>	<u>692,814.08</u>	<u>8,970,001.00</u>	<u>25,123,736.55</u>	<u>180.09%</u>
<b>Net Other Income</b>	-692,814.08	-8,970,001.00	-25,123,736.55	180.09%
<b>Net Income</b>	<u><u>-1,835,466.97</u></u>	<u><u>-11,024,407.00</u></u>	<u><u>-27,488,477.63</u></u>	<u>149.34%</u>

**650-Recycled Water  
Proposed Budget**

**Las Gallinas Valley Sanitary District  
Profit & Loss Budget Performance  
March 2019**

7:27 AM  
03/21/19  
Accrual Basis

			Proposed	
	Jul '18 - Mar 19	Annual Budget	Budget	Over LY Bgt
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9010 · Federal and State Grants	0.00	847,150.00	847,150.00	0.00%
9880 · Recycled Water	120,021.94	42,000.00	42,000.00	0.00%
9881 · MMWD Reimbursement	308,231.76	0.00	0.00	0.00%
9200 · Interest Income	2,347.83	0.00	0.00	0.00%
<b>Total Income</b>	<b>430,601.53</b>	<b>889,150.00</b>	<b>889,150.00</b>	<b>0.00%</b>
<b>Gross Profit</b>	<b>430,601.53</b>	<b>889,150.00</b>	<b>889,150.00</b>	<b>0.00%</b>
<b>Expense</b>				
1001 · Employee Costs	17,016.15	14,000.00	14,000.00	0.00%
2080 · Repairs and Maintenance	22,744.79	9,000.00	24,000.00	166.67%
2101 · Chemicals and Lab Supplies	7,857.87	3,000.00	18,000.00	500.00%
2117 · Lab Contract Services	0.00	3,000.00	3,000.00	0.00%
2356 · Engineering	0.00	0.00	0.00	0.00%
2362 · General Operating Supplies	1,281.80	3,000.00	3,000.00	0.00%
2535.1 · Utilities	2,513.35	10,000.00	10,000.00	0.00%
2400 · General and Administrative	114,818.87	0.00	5,500.00	100.00%
<b>Total Expense</b>	<b>166,232.83</b>	<b>42,000.00</b>	<b>77,500.00</b>	<b>84.52%</b>
<b>Net Ordinary Income</b>	<b>264,368.70</b>	<b>847,150.00</b>	<b>811,650.00</b>	<b>-4.19%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
4000 · Construction Projects	316,893.90	6,591,160.00	4,299,306.45	-34.77%
4200 · Capacity and Effluent Quality	4,982.24	25,000.00	0.00	-100.00%
<b>Total Other Expense</b>	<b>321,876.14</b>	<b>6,616,160.00</b>	<b>4,299,306.45</b>	<b>-35.02%</b>
<b>Net Other Income</b>	<b>-321,876.14</b>	<b>-6,616,160.00</b>	<b>-4,299,306.45</b>	<b>-35.02%</b>
<b>Net Income</b>	<b>-57,507.44</b>	<b>-5,769,010.00</b>	<b>-3,487,656.45</b>	<b>-39.54%</b>





2019-2020 CAPITAL PROJECTS SUMMARY

DEPARTMENT	PROJ#	CAPITAL OUTLAY DESCRIPTION	Type	2018-19					5 Year Total	Expenditures	FUNDING SOURCE				Available			
				2018-19	2019-20	2020-21	2021-22	2022-23			2023-24	Carryover		General Fund				
				Previous Yr	Proposed							2018-2019	Bond Fund	Bond Fund		Reserves	Reserves	Total
									Projects	Reserve	Grants	Reserve	(Allocated)	(Unallocated)				
<b>100 ADMINISTRATION</b>																		
4361	19100-01	PHONE SYSTEM	E	20,000					-	20,000								
4306	19100-02	ROOF REPLACEMENT	R	107,480					-	107,480								
4307	19100-03	HVAC SYSTEM REPLACEMENT	E	70,000					-	70,000								
Finance	20100-01	INTEGRATED FINANCIAL SOFTWARE-ASM	S		100,000	25,000			125,000						100,000	125,000		
4306 GM	20100-02	ADMINISTRATION BUILDING	F		100,000	200,000	200,000	5,000,000	4,600,000	10,100,000					100,000	10,100,000		
GM	20100-03	GENERAL MANAGER AUTO	V		40,000					40,000					40,000	40,000		
4362 GM	20100-04	MASTER PLAN (2018-19 Funds from Collections 19200-04)	C		200,000	300,000	300,000			800,000					200,000	800,000		
<b>ADMINISTRATION SUMMARY</b>				197,480	440,000	525,000	500,000	5,000,000	4,600,000	11,065,000								
<b>125-ENGINEERING</b>																		
Engineering	20125-01	On-Call Construction Contract	C		100,000	100,000	100,000	100,000	100,000	500,000					100,000	500,000		
<b>200 COLLECTION SYSTEM</b>																		
4377 Engineering	11200-03	JOHN DUCKETT SEWAGE MAIN CAPACITY AND STORAGE	I	8,413,900		1,100,000	1,100,000			2,200,000	1,685,457	6,728,443				6,728,443	8,928,443	
4153 Collections	19200-01	SEWER MAIN REHABILITATION - 2018	I	2,053,167						-		379,803				379,803	2,053,167	
4153 Collections	20200-01	SEWER MAIN REHABILITATION -2020-2024	I			2,000,000	1,000,000	1,000,000	1,000,000	5,000,000							5,000,000	
4153a Collections	17200-03	GIS SOFTWARE IMPLEMENTATION-UPGRADE EXISTING	S	1,740		5,000	5,000	5,000	5,000	20,000		1,740					21,740	
4153b Collections	18200-01	SEWER MAIN REHABILITATION 2018	I	8,580						-							8,580	
4240 Collections	19200-02	MANHOLE/ROD HOLE REPAIR AND REPLACEMENT	I	94,510	50,000	50,000	50,000	50,000	50,000	250,000						50,000	344,510	
4488 Collections	19200-03	VACTOR	V	325,000						-		325,000				325,000	325,000	
4808 Moved	19200-04	COLLECTIONS SYSTEM MASTER PLAN (Moved to Admin)	C	200,000						-		200,000				200,000	200,000	
Engineering	11200-03	Marinwood Trunk Sewer Repair	I		300,000					300,000						300,000	300,000	
Collections	20200-03	VEHICLE - PER GUIDE DOG AGREEMENT	V		145,000					145,000						145,000	145,000	
<b>COLLECTION SYSTEM SUMMARY</b>				11,096,897	495,000	3,155,000	2,155,000	1,055,000	1,055,000	7,915,000			112,669		32,331	145,000	145,000	
<b>300 PUMP STATIONS/FRC MNS</b>																		
4492	12300-05	RAFAEL MEADOWS PUMP STATION	I		100,000	500,000				600,000					100,000	600,000		
4801	14300-05	FORCE MAIN REPAIR/REPLACEMENT	I	1,838,145						-		1,838,145				1,838,145	1,838,145	
4801	19300-01	SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA)	S	27,099						-							27,099	
4801	19300-02	PUMP STATION PANEL UPGRADES AND REPLACEMENTS	R							-								
4481	18360-01	MARIN LAGOON PUMP STATION	I	193,115						-		193,115				193,115	193,115	
4801	18300-05	HAWTHORNE PUMP STATION FENCING-REPLACEMENT	R	75,000						-		75,000				75,000	75,000	
4801	18300-06	TRASH PUMP 8"-EMERGENCY BYPASS PUMPS	E	97,500						-						97,500	97,500	
4801	18300-07	TRASH PUMP 8"-EMERGENCY BYPASS PUMPS	E	105,000						-						105,000	105,000	
4265	18350-01	CAPTAINS COVE PUMP STATION UPGRADES-UPGRADE AL	R	29,765						-		29,765				29,765	29,765	
<b>PUMP STATIONS / FORCE MAINS SUMMARY</b>				2,365,624	100,000	500,000				600,000								
<b>500 RECLAMATION</b>																		
4412	11500-09	MILLER CREEK - REPAIR, MAINTAIN & MODIFY	I	326,376	78,000					78,000					78,000	78,000	78,000	
4412	17500-05	MCINNIS MARSH RESTORATION	I	100,000						-		100,000				100,000	100,000	
4332	21500-01	LEVEE MAINTENANCE	I				275,000			275,000							275,000	
4332	18500-02	NORTH BAY WATER REUSE AUTHORITY AND	I	38,000						-							38,000	
Plant	20500-01	PASTURE IRRIGATION PUMP REBUILDS	R		40,000					40,000					40,000	40,000	40,000	
Plant	20500-02	STORAGE POND SLUICE GATE REPLACE OR REPAIR	R		30,000					30,000					30,000	30,000	30,000	
Plant/Engineer	20500-03	ST. VINCENT P.S. DISCHARGE PIPE LEVEE REPAIR	R		50,000					50,000					50,000	50,000	50,000	
Plant	20500-04	SHARP SOLAR PANEL REPLACEMENT PROJECT	R		100,000					100,000					100,000	100,000	100,000	
Plant	20500-05	MARSH POND VEGETATION REMOVAL	I		150,000					150,000					150,000	150,000	150,000	
Plant	20300-06	SPARE 10HP FLYGT SUBMERSIBLE PUMP	E		10,000					10,000					10,000	10,000	10,000	
Plant	20300-07	BYPASS PUMP CONNECTION COMPONENTS AND PIPE	E		40,000					40,000					40,000	40,000	40,000	
Engineering	20300-09	SMITH RANCH P.S. FLOW METER VAULT SUMP PUMP	E		15,000					15,000					15,000	15,000	15,000	
<b>RECLAMATION SUMMARY</b>				464,376	513,000		275,000			788,000								
<b>600 TREATMENT PLANT</b>																		
4142	12600-02	PLANT IMPROVEMENTS 2018	I	840,000	71,000					71,000					71,000	792,140	792,140	
4225	12600-07	SECONDARY PLANT UPGRADES	I	8,616,010	24,362,737	12,707,500	2,961,060			40,031,297	118,860	721,140				29,254,474	44,923,034	
4161 Canopy/Engin	14600-04	BIOGAS ENERGY RECOVERY SYSTEM	I	247,498						-								
4161	19600-01	SUPERVISORY CONTROL AND DATA ACQUISITION	S	27,099						-							27,099	
4161	19600-02	MISCELLANEOUS PLANT EQUIPMENT	E	12,500						-							12,500	
Plant	20600-01	INFLUENT SCREEN OVERHAUL - 2	I		130,000					130,000					130,000	130,000	130,000	
Plant	20600-02	LAB CABINET REHAB FOR DISHWASHER AND SINK	E		10,000					10,000					10,000	10,000	10,000	
Engineering	20600-03	CANOPY INSTALLATION - CNG FUELING	F		150,000					150,000					150,000	150,000	150,000	
Engineering	20600-04	FLOW EQUALIZATION BASIN	F		400,000	3,000,000	1,500,000			4,900,000					400,000	4,900,000	4,900,000	
<b>TREATMENT PLANT SUMMARY</b>				9,743,107	25,123,737	15,707,500	4,461,060			45,292,297								
<b>650 TERTIARY FACILITY</b>																		
4286	18650-02	UV PIPING REPAIR	I	240,000						-							240,000	
4250	19650-01	SUPERVISORY CONTROL AND DATA ACQUISITION-	S	27,099						-							27,099	
4501	16650-02	RECYCLED WATER FACILITY EXPANSION	I	6,591,160	4,299,306	2,242,500	522,540			7,064,346	552,747	6,038,413	847,150	4,299,306		11,184,869	13,102,759	
<b>TERTIARY FACILITY SUMMARY</b>				6,858,259	4,299,306	2,242,500	522,540			7,064,346								
<b>TOTALS</b>				30,725,743	31,071,043	22,230,000	8,013,600	6,155,000	5,755,000	145,949,286		10,592,150	10,930,150	847,150	28,662,043	112,669	2,296,331	53,440,494
<b>NEEDED FOR FUTURE INFRASTRUCTURE PROJECTS</b>						4,280,000	3,030,000	6,155,000	5,755,000									



**2019-2020 CAPITAL PROJECTS SUMMARY**

DEPARTMENT	PROJ#	CAPITAL OUTLAY DESCRIPTION	Type	2018-19					5 Year Total	Expenditures	FUNDING SOURCE						Available
				2018-19	2019-20	2020-21	2021-22	2022-23			2023-24	Carryover		General Fund		Total	
				2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2018-2019 Projects	Bond Fund Reserve	Grants	Bond Fund Reserve	Reserves (Allocated)	Reserves (Unallocated)	Total	
Capital Expenditures by Category:										Capital Funding by Category:							
		Infrastructure	I	29,600,461	29,541,043					9,960,645	10,930,150	847,150	28,662,043	-	879,000	51,278,989	
		Vehicle	V	325,000	185,000					325,000	-	-	-	112,669	72,331	510,000	
		Facility	F	-	650,000					-	-	-	-	-	650,000	650,000	
		Equipment	E	305,000	75,000					-	-	-	-	-	75,000	75,000	
		Software	S	83,037	100,000					1,740	-	-	-	-	100,000	101,740	
		Repair	R	212,245	220,000					104,765	-	-	-	-	220,000	324,765	
		Contract	C	200,000	300,000					200,000	-	-	-	-	300,000	500,000	
		<b>Total Capital Projects</b>		<b>30,725,743</b>	<b>31,071,043</b>					<b>10,592,150</b>	<b>10,930,150</b>	<b>847,150</b>	<b>28,662,043</b>	<b>112,669</b>	<b>2,296,331</b>	<b>53,440,494</b>	
		Allocation of Big Project Costs															
			Alloc.														
		SECONDARY PLANT UPGRADES	85.0%	8,616,010	24,362,737	12,707,500	2,961,060	48,647,307									
		RECYCLED WATER FACILITY EXPANSION	15.0%	6,591,160	4,299,306	2,242,500	522,540	13,655,506									
		<b>Total</b>		<b>15,207,170</b>	<b>28,662,043</b>	<b>14,950,000</b>	<b>3,483,600</b>	<b>62,302,813</b>									



# 2019 - 2020 PROPOSED BUDGET



# 2019-20 BUDGET HIGHLIGHTS

- PROCEEDING WITH THE SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECTS
- SANITARY SEWER RATE AT \$927 (3.23% INCREASE)
- BUDGETED OPERATING REVENUE INCREASE OF \$324,980
- OPERATING EXPENSES INCREASE OF \$900,742
- STAFFING CHANGES – ADD ONE POSITION

# 2019-20 NOTEWORTHY BUDGET HIGHLIGHTS

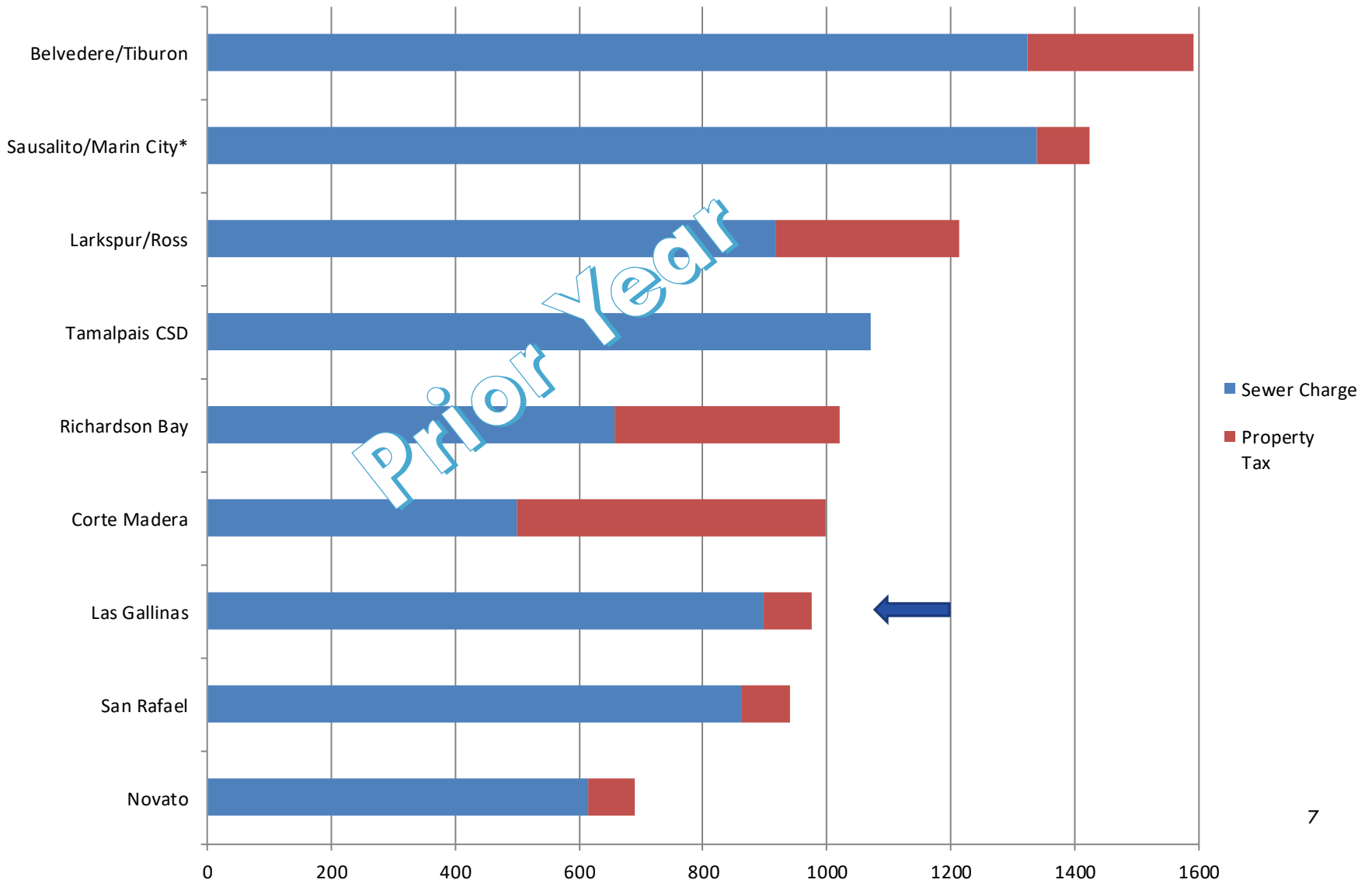
- 5 YEAR RATE STUDY, PROP 218
- 2 YEAR MOU EXTENSION
- \$300K TO START INFRASTRUCTURE MASTER PLAN
- \$100K ADMIN BUILDING DESIGN
- INSTALLATION OF FINANCIAL SOFTWARE
- INCREASED R&M DUE TO DEFERRED MAINTENANCE – GROUNDS & EQUIPMENT

# 2019-20 BUDGET HIGHLIGHTS

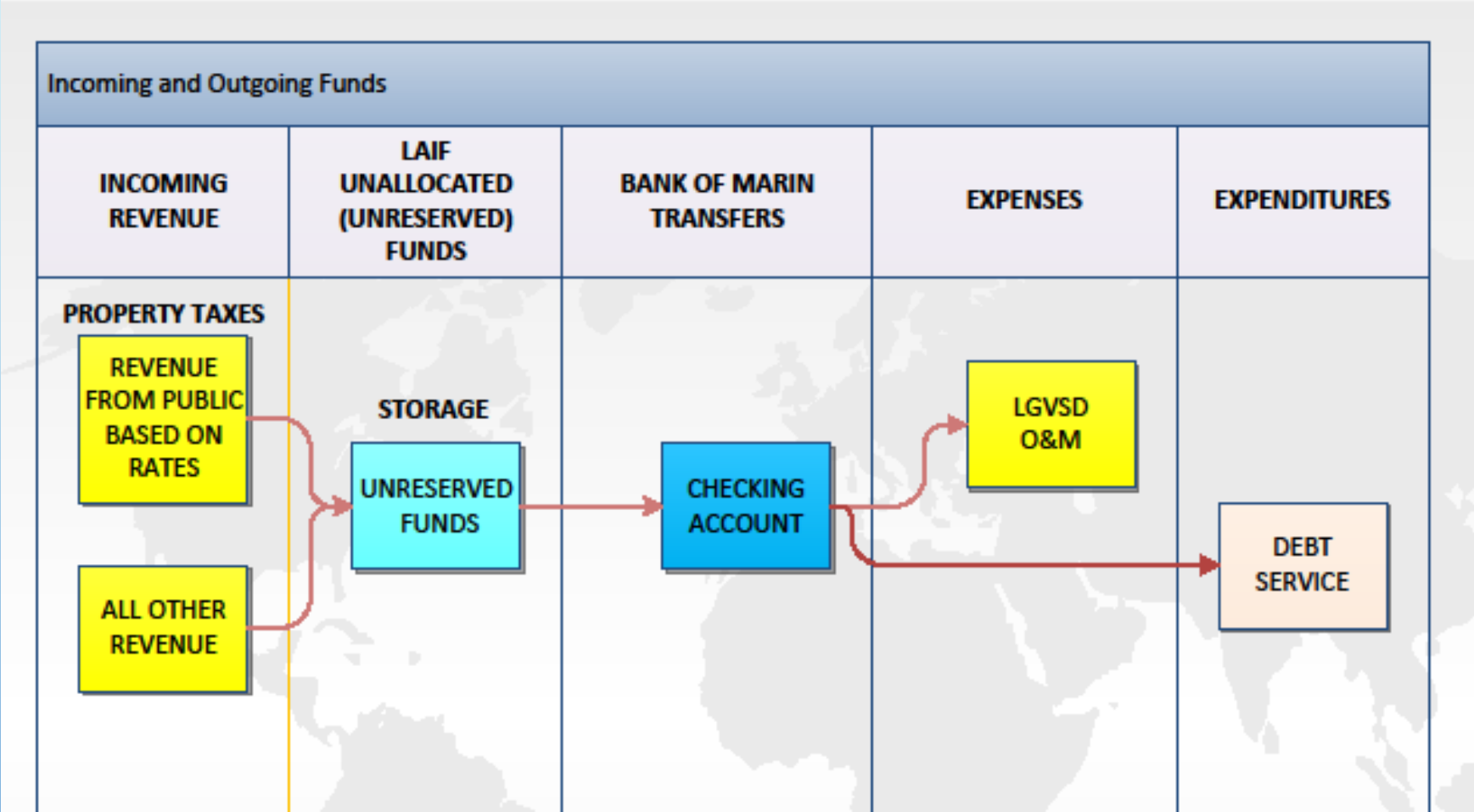
- CALPERS RATES INCREASE BY \$13K
- INSURANCE RATES INCREASED 10%
- INCREASE IN OUTREACH BY \$25K
- SAFETY CONTRACT INCREASED BY \$25K
- RECLAMATION EXPENSE UP BY \$65K



# Sewer Rate Comparison in Marin County Projected for July 1, 2018

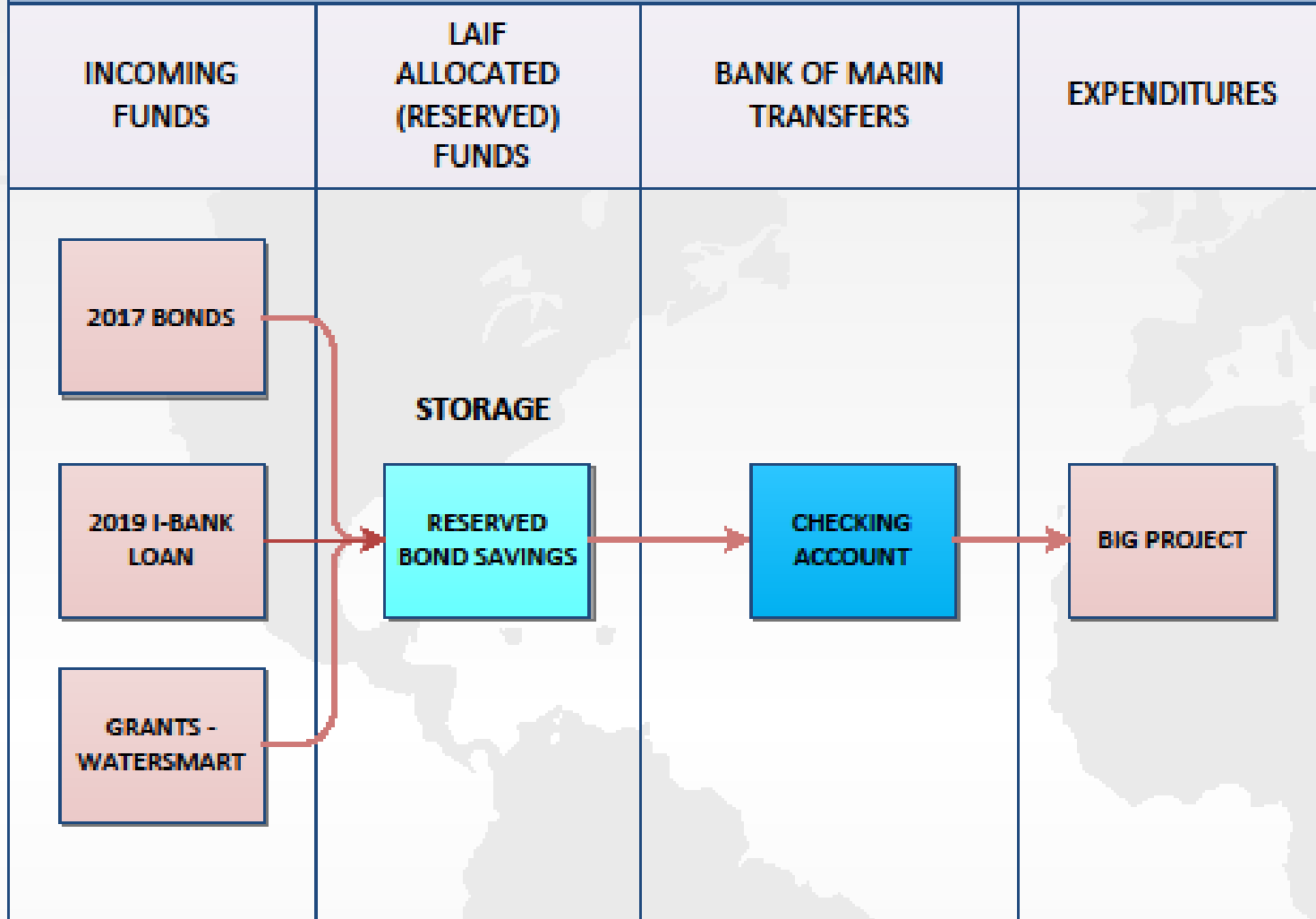


# REVENUE AND EXPENSE



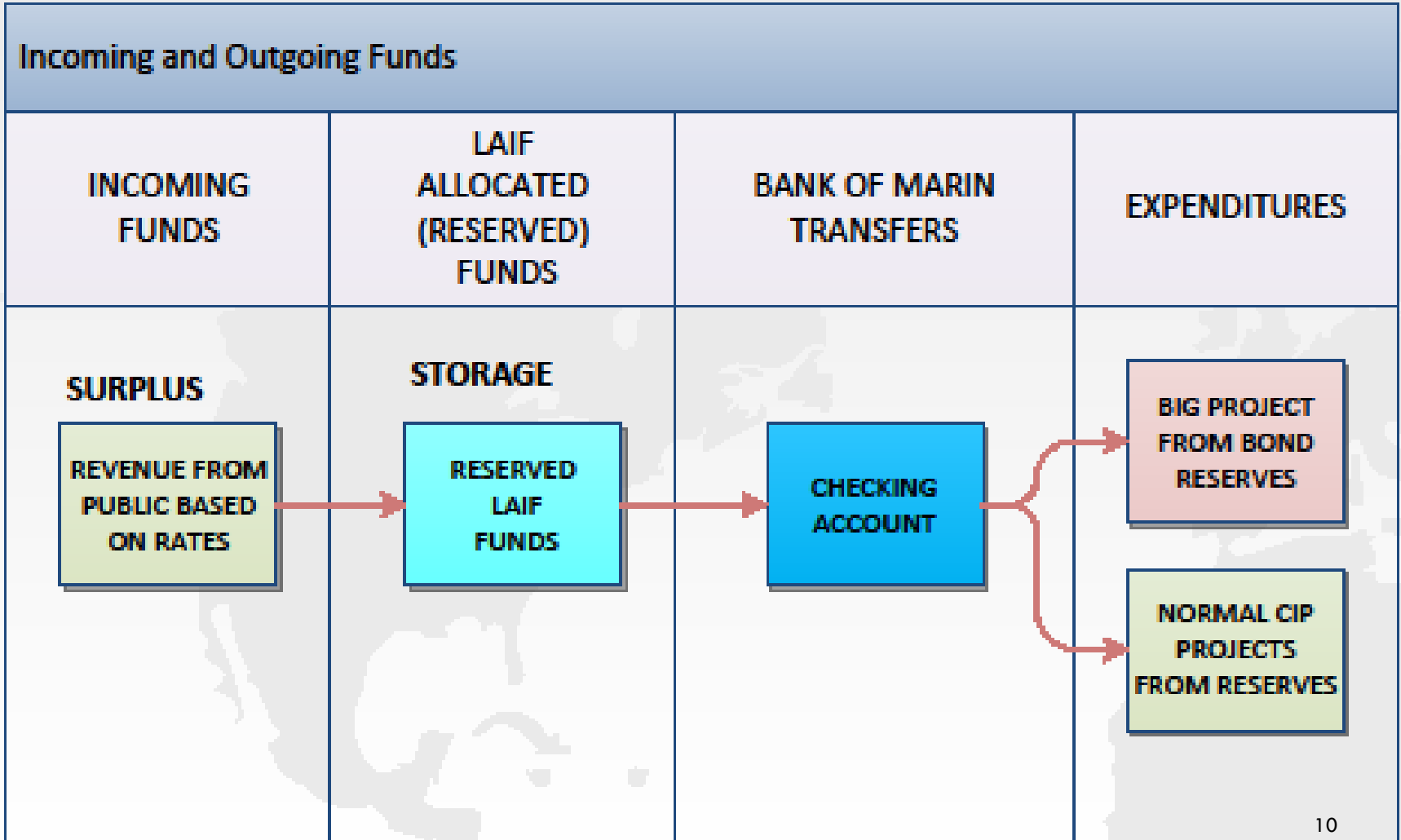
# FUNDS AND EXPENDITURES

## Incoming and Outgoing Funds

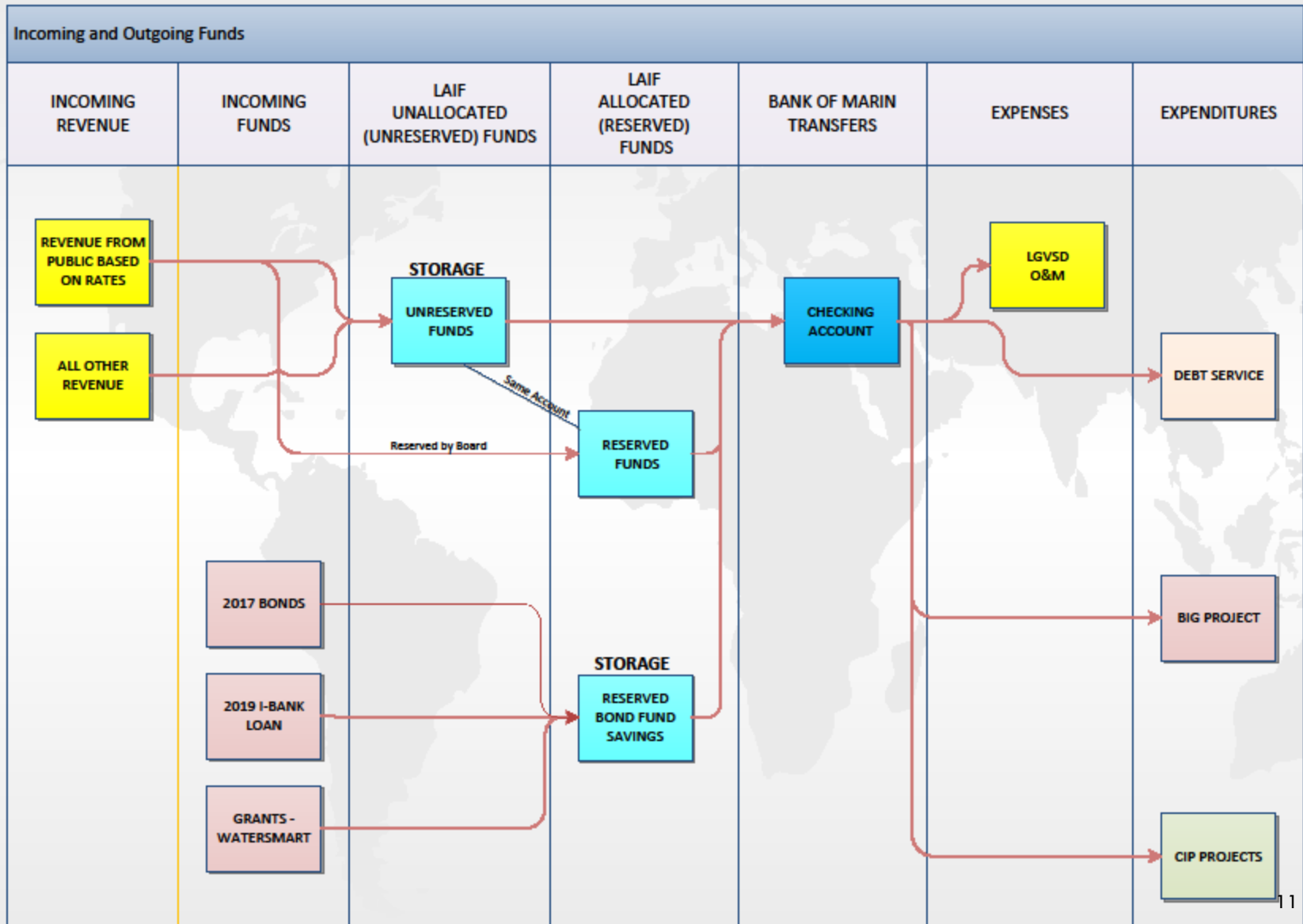




# SURPLUS FUNDS AND EXPENDITURES



# INCOMING AND OUTGOING

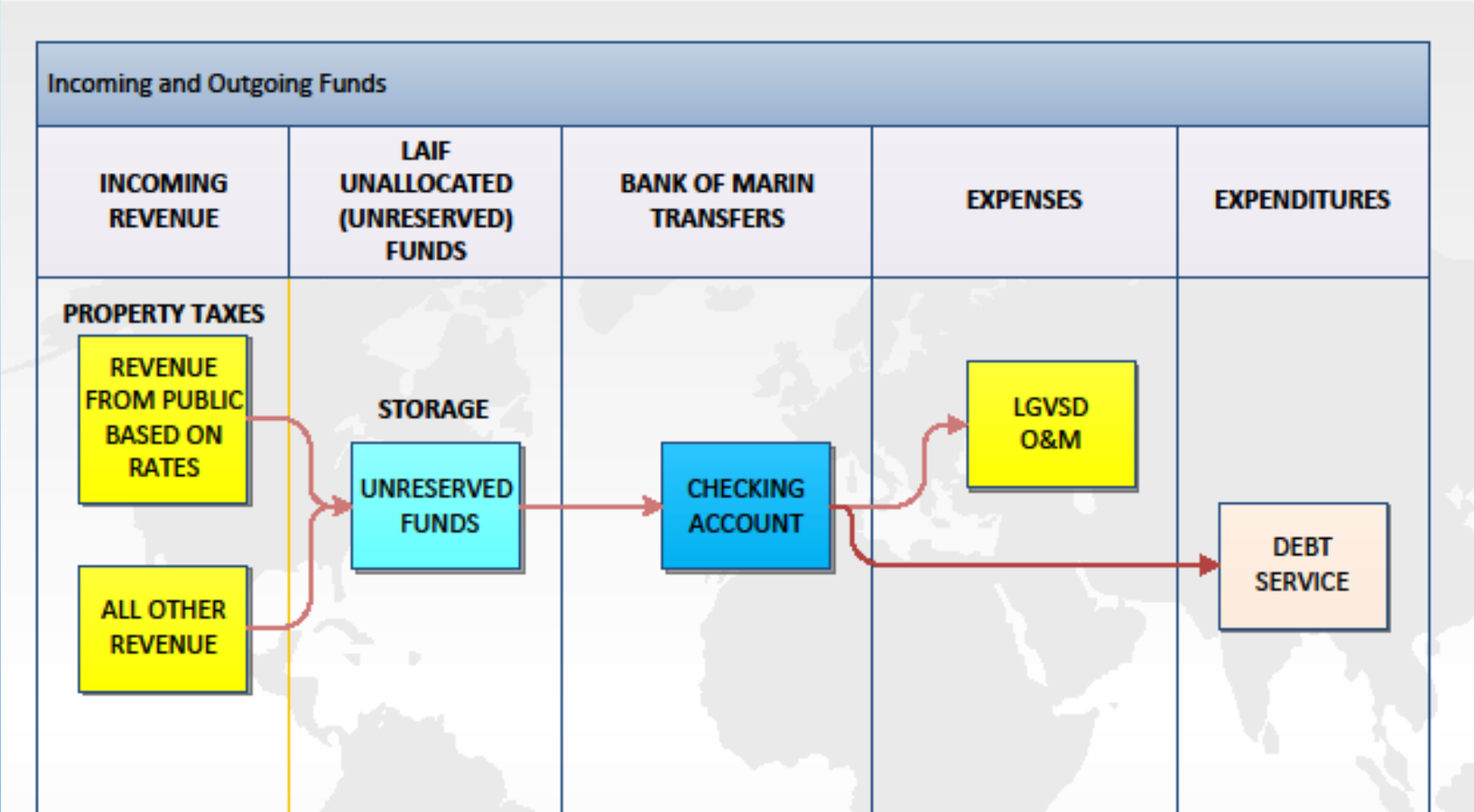


# PROJECTED AND BUDGETED OPERATING REVENUE

	2018/19 Projected Budget	2019/20 Proposed Budget
Revenue:		
Service charges	\$ 14,381,349	\$ 14,602,912
Property taxes	335,703	345,300
Recycled water fees	39,000	42,000
Franchise fees	70,000	149,422
Sewer lateral assistance program	78,678	80,000
Interest income	375,000	400,000
Permits, Inspections, Connections	23,924	9,000
<b>Total Operating Revenue</b>	<b><u>\$ 15,303,654</u></b>	<b><u>\$ 15,628,634</u></b>



# REVENUE AND EXPENSE



# Projected and Budgeted Capital Funds

2018/19 Projected Budget	2019/20 Proposed Budget
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## UTILIZATION OF BOND FUNDS AND RESERVES (LAIF FUNDS)

### Construction Funds:

Bond fund in LAIF - Current	\$ -	\$28,662,043
Bond fund in LAIF - Carryover		\$10,930,150
I-Bank Transfer to LAIF	12,000,000	-

### Construction Funds Carryover (Reserves):

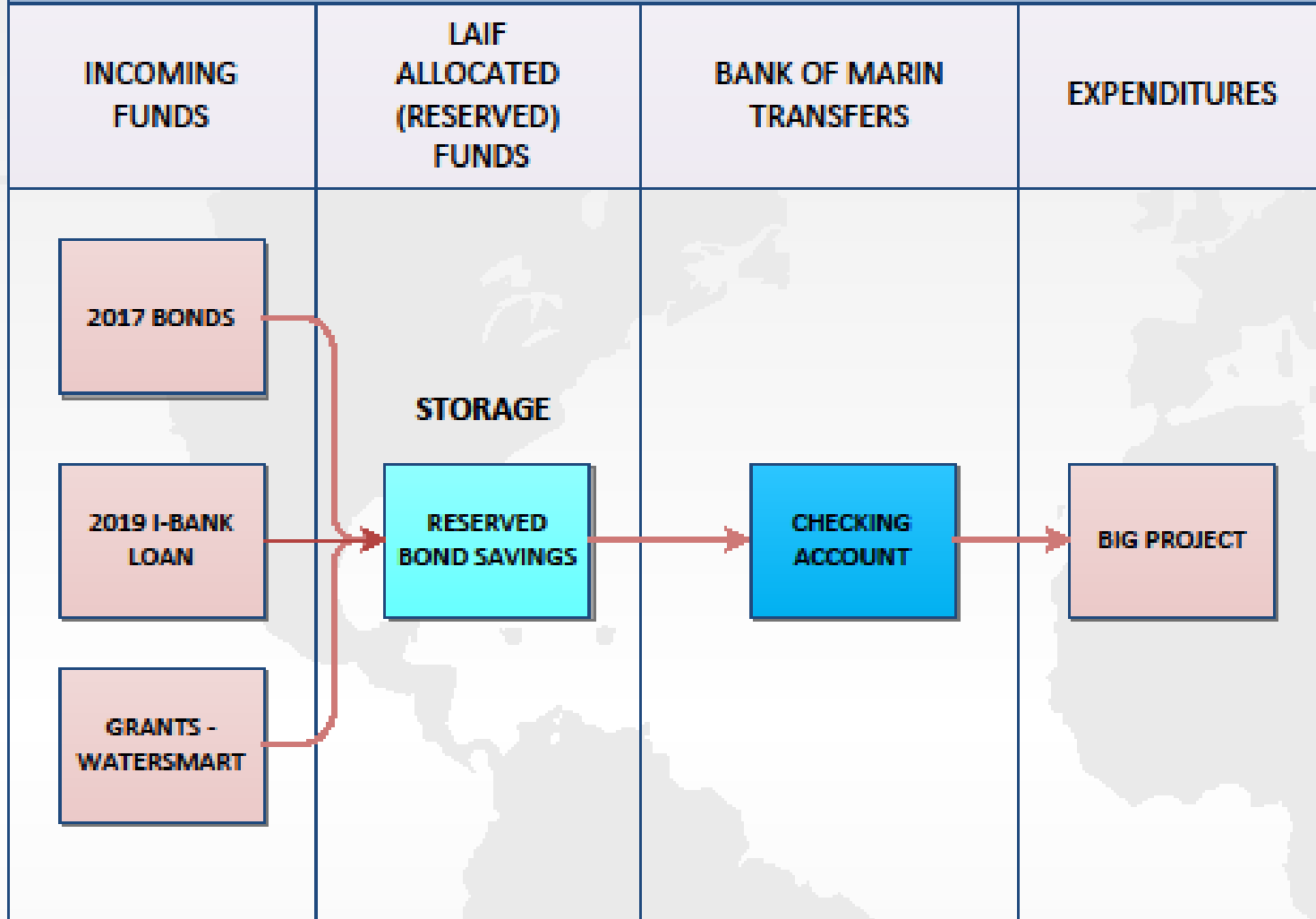
Capital Projects from LAIF - Current	888,555	2,409,000
Project carryover from LAIF		10,592,150
Interest Income -LAIF	709,868	580,300

## OTHER SOURCES OF FUNDS

Grants	\$ -	\$ 847,150
MMWD Reimbursement	463,145	463,353
Pump Stations-ML & CC	76,695	76,695
Total Transfers	<u>\$ 14,138,263</u>	<u>\$54,560,842</u>
<b>TOTAL SOURCES OF ALL FUNDS</b>	<u><u>\$ 29,441,917</u></u>	<u><u>\$70,189,476</u></u>

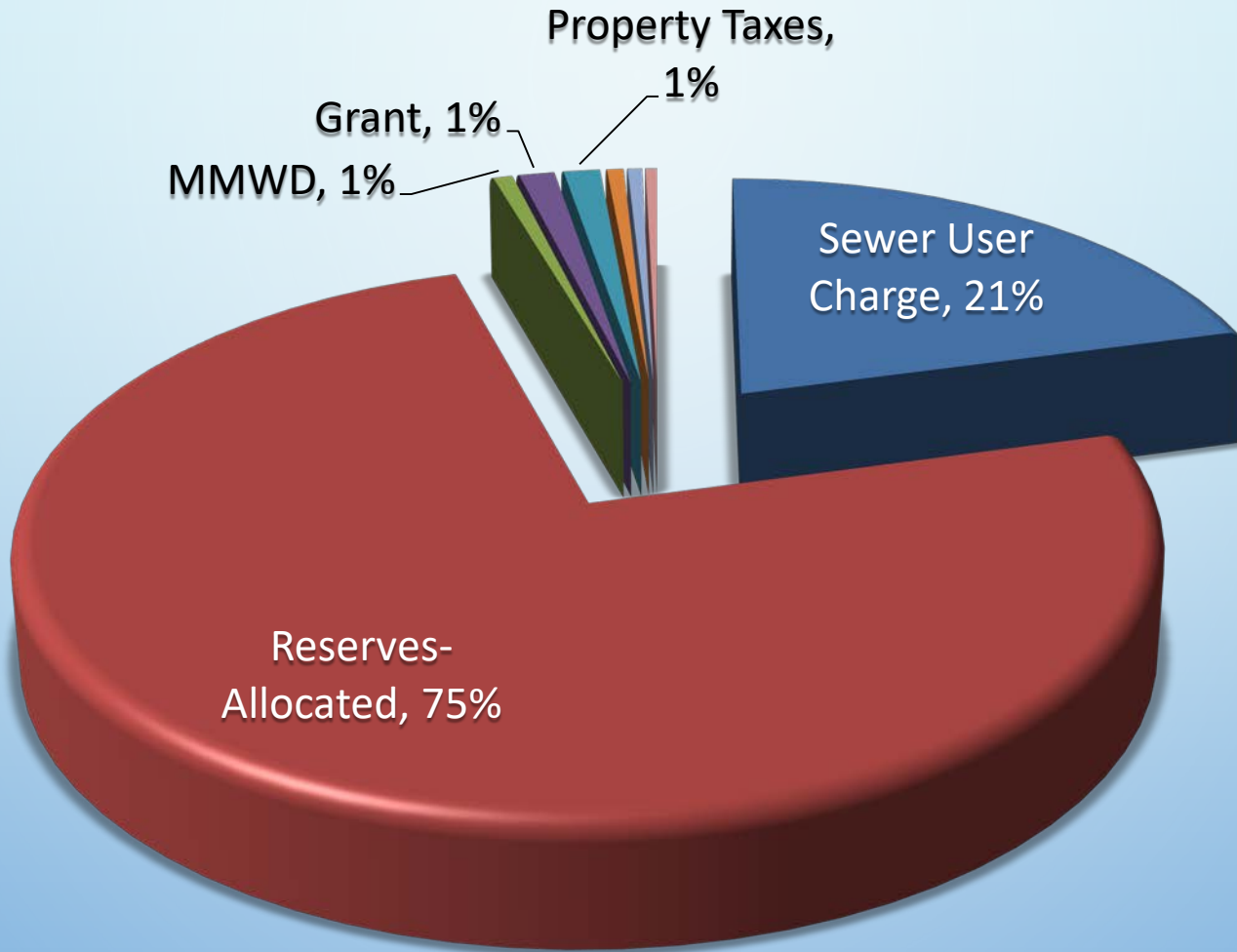
# FUNDS AND EXPENDITURES

## Incoming and Outgoing Funds



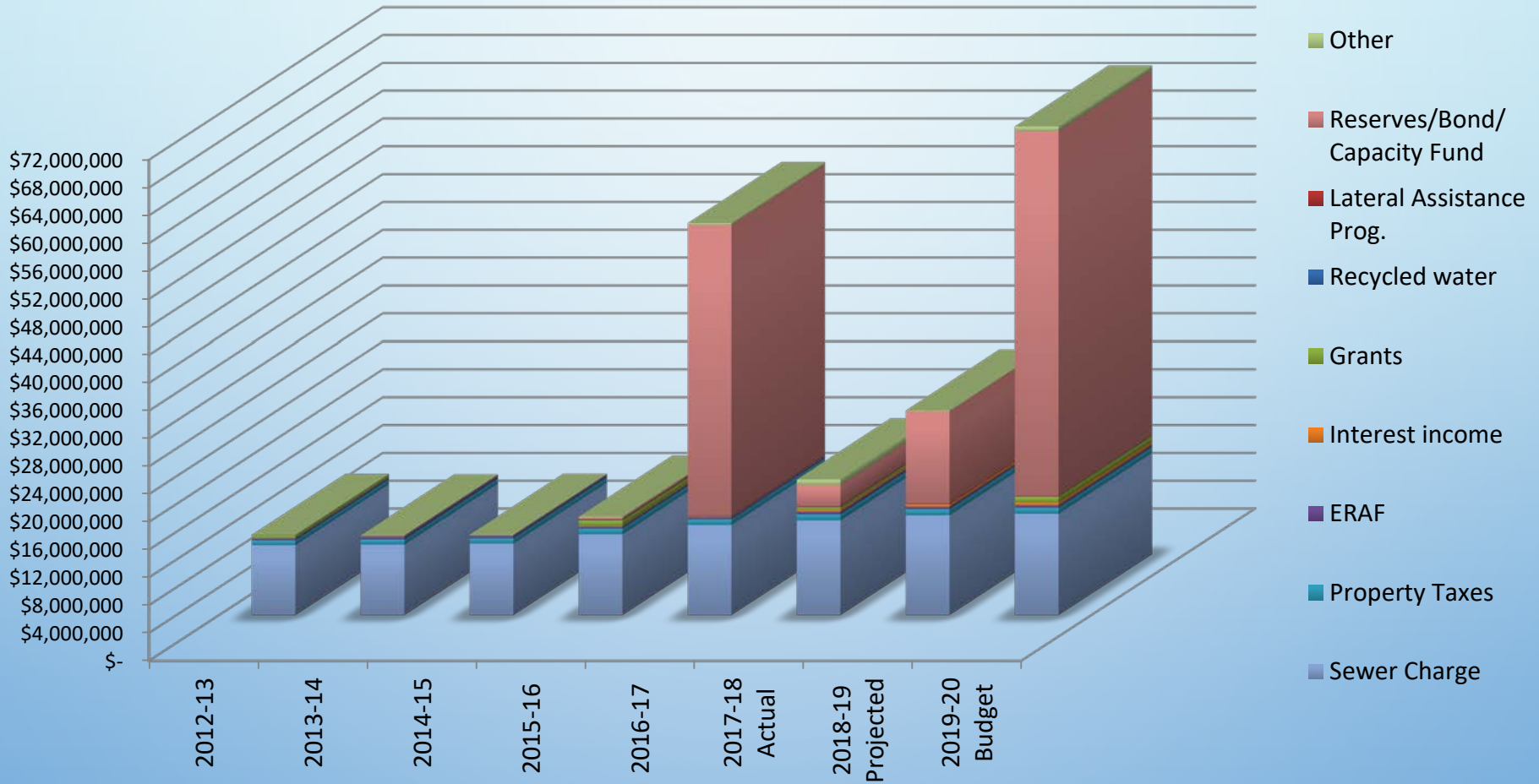


# INCOMING FUNDS FOR 2019-2020

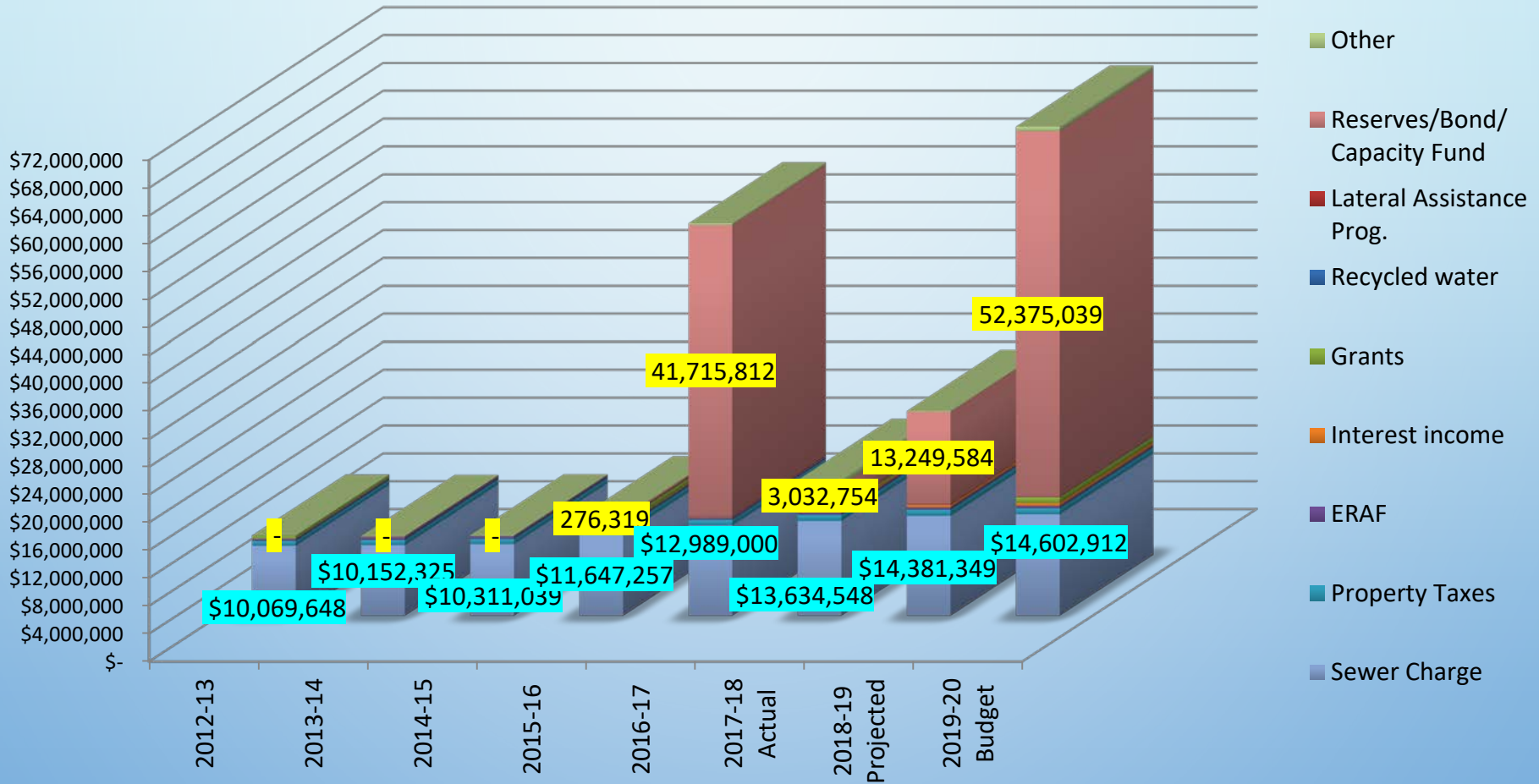


■ Sewer User Charge ■ Reserves-Allocated ■ MMWD ■ Grant ■ Property Taxes ■ Interest ■ ERAF 1% ■ Other

# Fund Sources July 2013 to June 2020

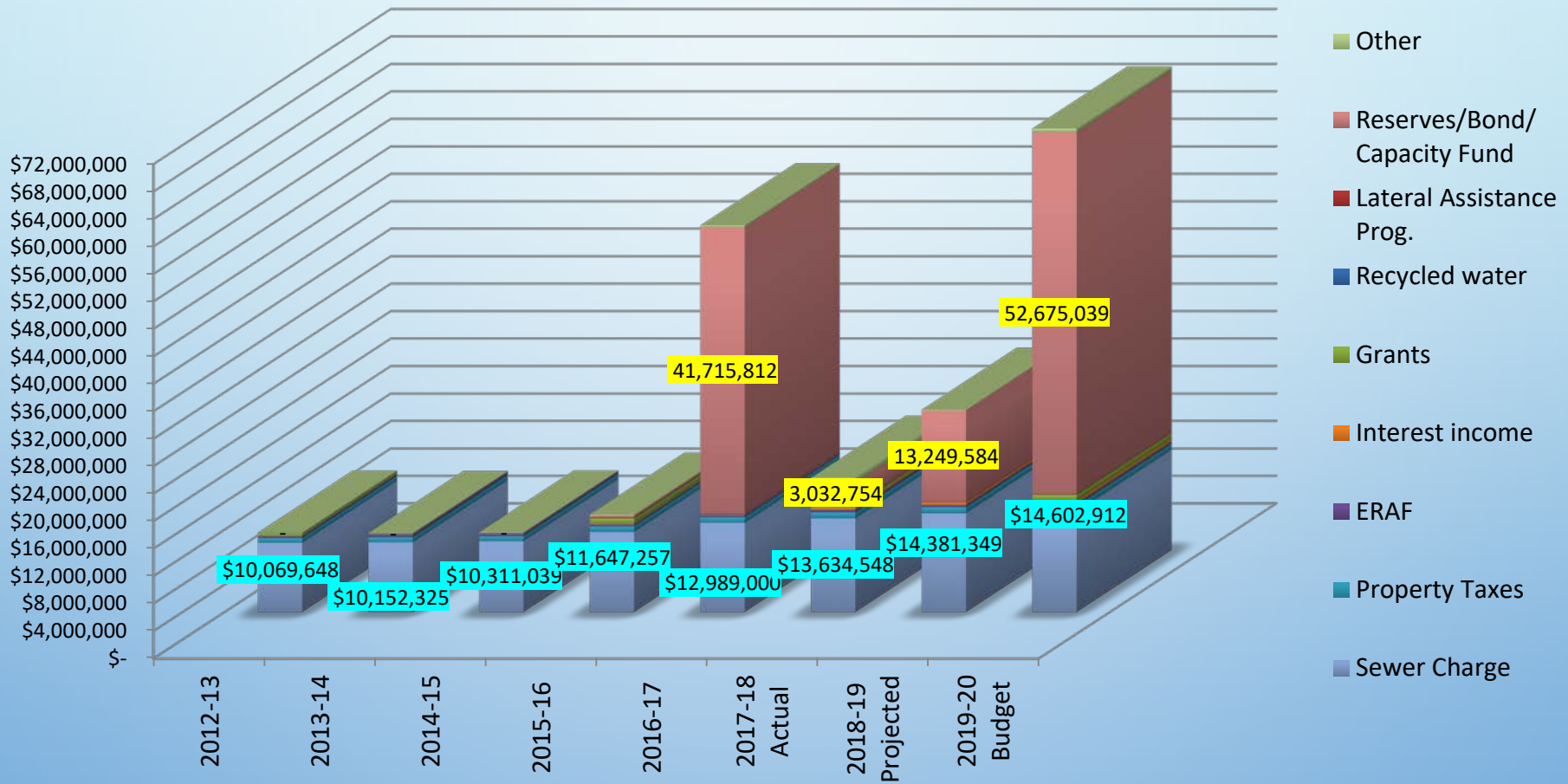


# Fund Sources July 2013 to June 2020





# Fund Sources July 2013 to June 2020



# SUMMARY OF 2019-20 BUDGETED OPERATIONS AND MAINTENANCE EXPENSES

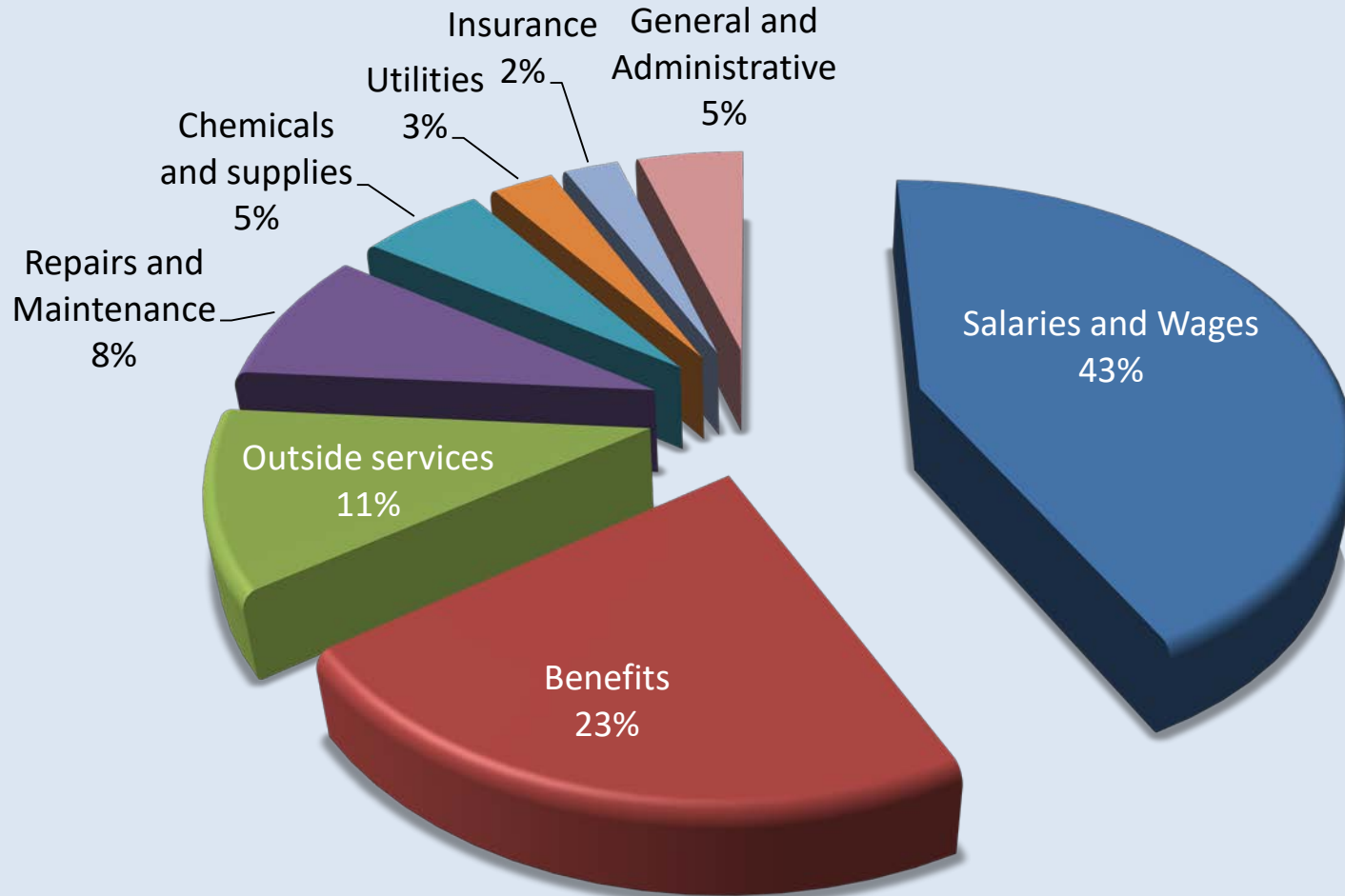
Category	2019-2020 Proposed Budget		\$ Change vs Prior Year	% Change vs Prior Year
Salaries and Wages	\$ 3,037,263	*	\$ 361,233	13.50%
Benefits	1,622,405		101,701	6.69%
Outside services	790,100	**	47,703	8.50%
Repairs and Maintenance	601,000	***	277,559	85.81%
Chemicals and supplies	392,123		40,746	11.60%
Utilities	197,805		789	0.40%
Insurance	173,542		13,592	8.50%
General and Administrative	340,870		57,418	20.26%
	<u>\$ 7,155,108</u>		<u>\$ 900,742</u>	14.40%

\* The 9.26% increase was caused by a lower payroll in 17-18 due to 2 vacant position and 1 new position plus the 2 vacant position in the budget for 19-20. Once these positions are factored into the payroll equation, the payroll increase adjusts to 3.87%.

\*\* Includes legal, audit, lab services, consultants, regulatory support, sludge injection, safety services, user charge collection fees, janitorial, aquatic review.

\*\*\* R & M has been increased due to deferred maintenance on grounds & vehicles. This category also includes Levee Road, solar panel, pump repair & new liner for the sludge lagoon.

# 2019-20 BUDGETED OPERATIONS EXPENSES



## Budgeted Operating Expenses 2019-20 Justifications:

Category	2019-2020 Proposed Budget	2018-2019 Projection	\$ Change vs Prior Year	% Change vs Prior Year
Salaries and Wages	\$ 3,037,263	\$ 2,676,030	\$ 361,233	13.50%
Less: New Certs	(30,328)			
Less: Admin Vacancy	(76,895)			
Less: Operations Vacancies	(163,218)	-		
Net Salaries	<u>2,766,822</u>	<u>2,676,030</u>	90,792	3.393%
Outside Services	\$ 790,100	\$ 742,397	\$ 47,703	6.426%
Less:				
5 Year Rate Study	25,000	-		
Koff Comp Study	15,000	-		
Net Outside Services	<u>750,100</u>	<u>742,397</u>	7,703	1.038%



## Budgeted Operating Expenses 2019-20 Justifications:

Expense Description	2016-17 Total Actual	2017-18 Total Actual	2018/19 Projected Actual	2019/20 Proposed Budget	Increase Over Projection	Percent Change from Prior Year
Vehicle Parts & Maintenance	42,093	52,880	63,877	51,500	\$ (12,377)	-19.38%
Building maintenance	12,117	15,317	5,701	35,000	\$ 29,299	513.96%
Grounds Maintenance	7,161	21,410	25,373	40,000	\$ 14,627	57.65%
Power Generation Maint & Repair	3,748	2,418	57,241	75,000	\$ 17,759	31.02%
Reclamation Maintenance	-	-	6,609	25,000	\$ 18,391	278.27%
Equipment Maintenance	50,442	35,848	75,797	115,000	\$ 39,203	51.72%
Equipment Repair	71,465	72,211	33,456	104,500	\$ 71,044	212.35%
Capital Repairs/Replacements	<u>166,782</u>	<u>266,606</u>	<u>55,387</u>	<u>155,000</u>	\$ 99,613	179.85%
<b>Total Repairs and Maintenance</b>	<b><u>\$353,808</u></b>	<b><u>\$466,690</u></b>	<b><u>\$323,441</u></b>	<b><u>\$601,000</u></b>	<b>\$ 277,559</b>	<b>85.81%</b>

## Costs Included in R&M:

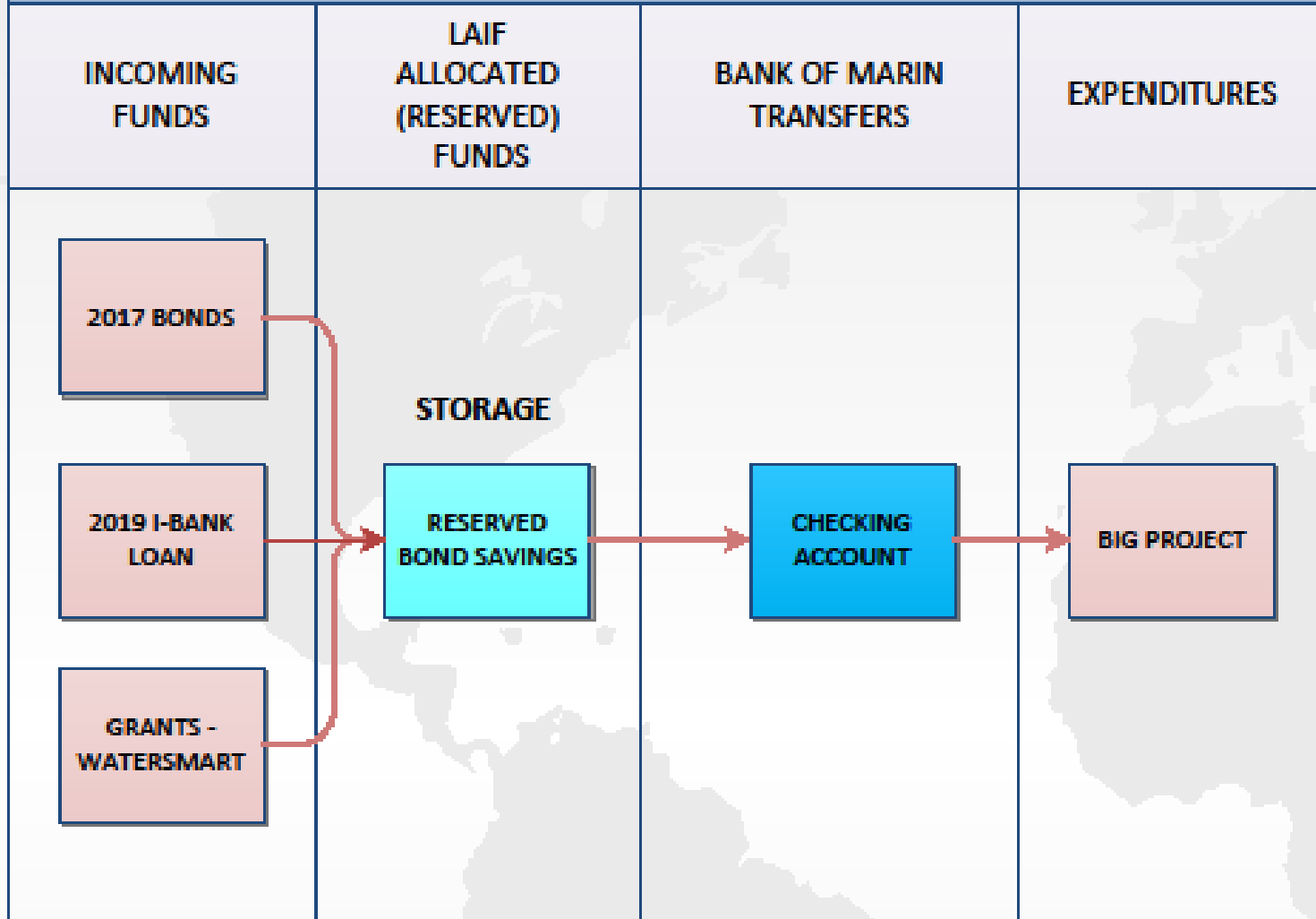
53,000	BERS Reporting & Maintenance
40,000	Headworks
38,000	Scum Pump
10,000	Solar Panels
25,000	Liner for Sludge Pond
35,000	Capital Repairs in Pumps
10,000	Lighting and power supply to Carports
25,000	Kubota Tractor, 8" pump, Wacker Generator, Repairs
20,000	Replace/repair forcemain ARV's
14,000	Building Maintenance for Grounds
<u>270,000</u>	

# EXPENDITURES

	2016-17	2017-18	2018-19 Projected	2019-20 Proposed
Operating and Maintenance	\$ 5,926,824	\$ 6,127,621	\$ 6,254,366	\$ 7,155,108
Debt Service	1,638,401	3,920,960	3,990,565	4,798,026
Reserves	3,213,107	1,068,519	-	4,498,776
Bond Transactions	39,625,950	-	682,731	39,592,193
Capital Outlay from Reserves	<u>10,390,883</u>	<u>6,165,783</u>	<u>18,507,749</u>	<u>13,948,300</u>
<b>Total</b>	<b><u>\$ 60,795,165</u></b>	<b><u>\$ 17,282,883</u></b>	<b><u>\$ 29,435,411</u></b>	<b><u>\$ 69,992,403</u></b>

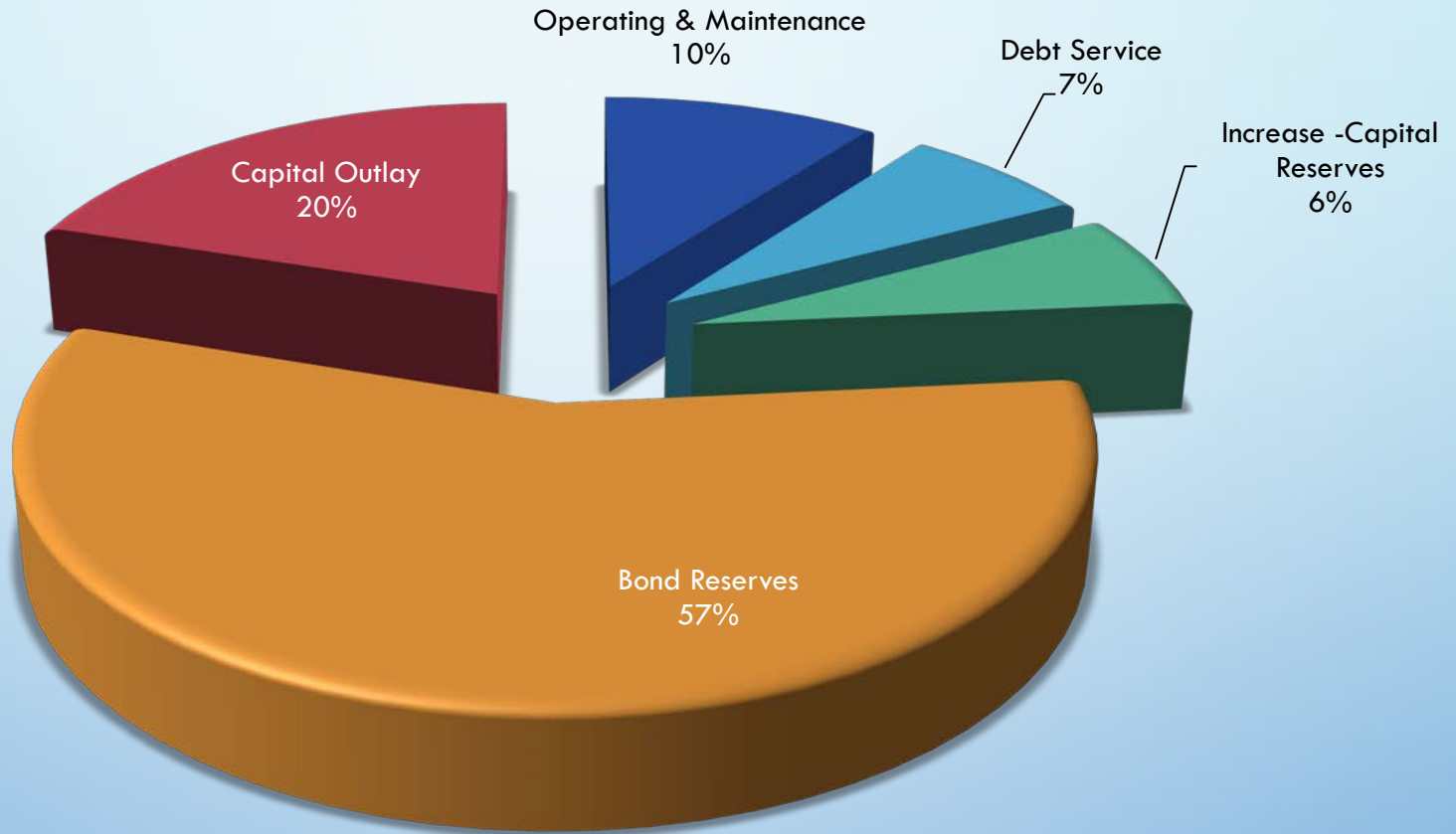
# FUNDS AND EXPENDITURES

## Incoming and Outgoing Funds





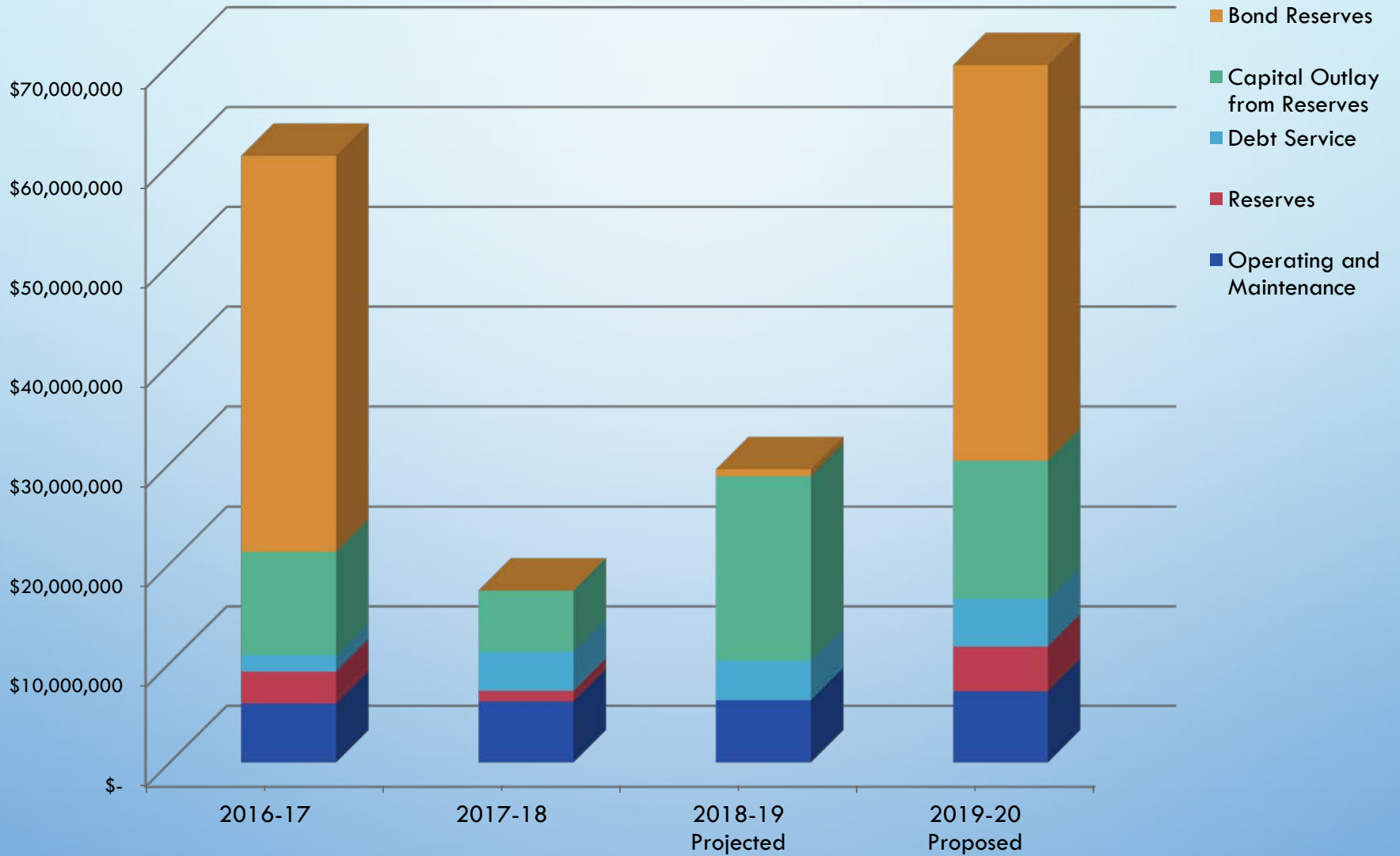
# 2019-20 Budgeted Expenditures



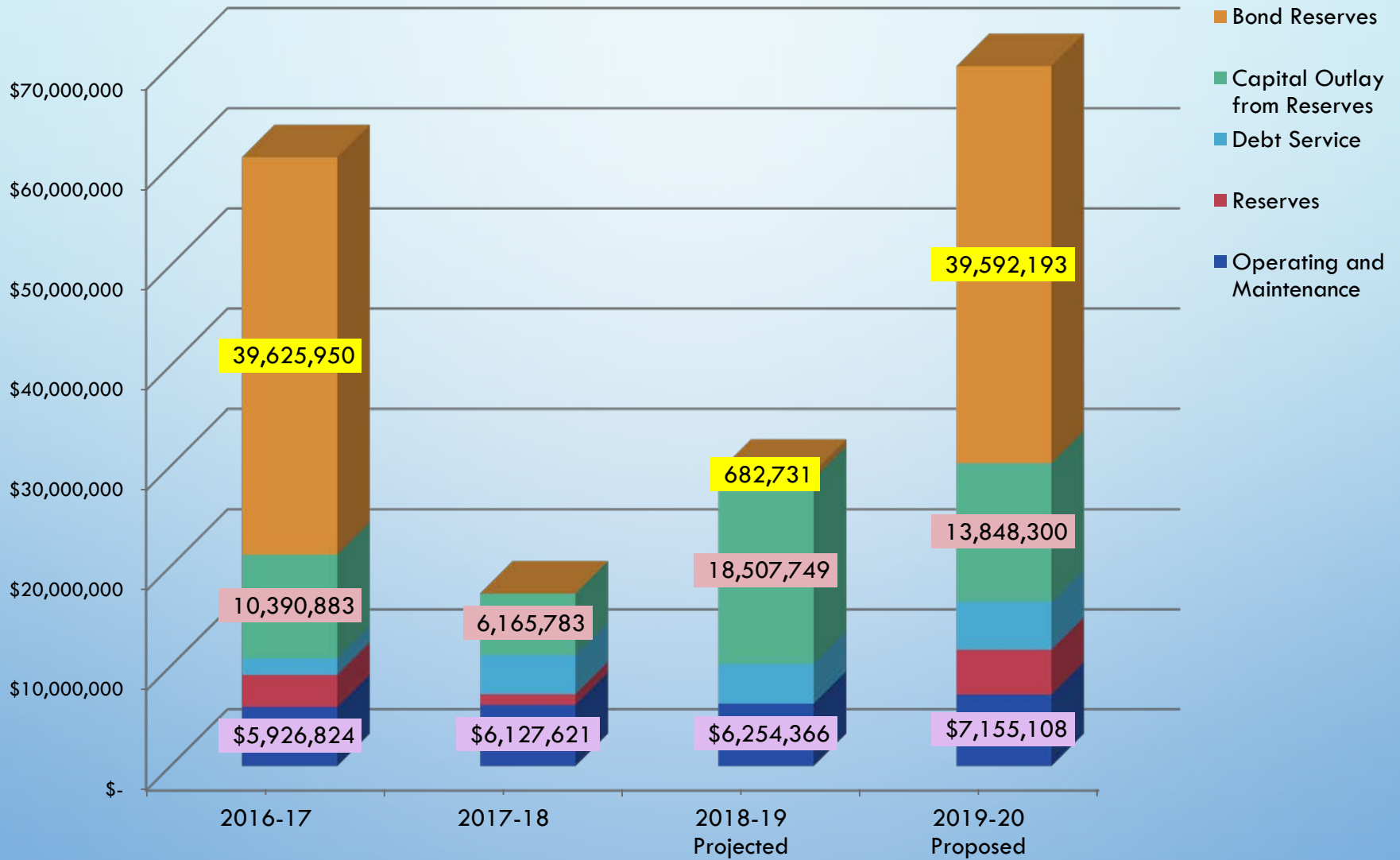
- Operating & Maintenance
- Increase -Capital Reserves
- Capital Outlay

- Debt Service
- Bond Reserves

# Expenditures 2017 to 2020



# Expenditures 2017 to 2020



# Major Capital Priorities for 2019-20



New vactor truck



Treatment plant upgrades



## SECONDARY TREATMENT PLANT UPGRADE & RECYCLED WATER EXPANSION PROJECTS

### Cost of Project

Redesigned Project	\$ 48,622,939
Construction Management	5,132,767
Aqua Design	4,000,000
SCADA Programming	815,600
PG&E - Move Power Lines Underground	500,000
Construction contingency	2,431,147
Cost of Rebidding	794,185
Materials Testing and Inspection	200,000
Cost of Design to Remove UV	175,000
Change order to remove UV	<u>(2,000,000)</u>
<b>Total Project</b>	<b><u><u>\$ 60,671,638</u></u></b>

## SECONDARY TREATMENT PLANT UPGRADE & RECYCLED WATER EXPANSION PROJECTS

### Source of Funds

#### GRANT OR BORROWED FUNDS

Bonds	\$ 40,499,562
I-Bank	12,000,000
WaterSmart Grant	847,150
	53,346,712
<b>SUBTOTAL</b>	<b>53,346,712</b>

#### OTHER SOURCES OF FUNDS

MMWD buy in	826,196
MMWD debt service	1,026,965
Sewer rate funds <sup>3</sup>	879,714
Interest	2,000,000
Reserves from LAIF	2,592,051
	2,592,051
	<b>\$ 60,671,638</b>

# SUMMARY OF CAPITAL OUTLAY FOR 2019-20

## Administration

2019-20

INTEGRATED FINANCIAL SOFTWARE	\$	100,000
ADMINISTRATION BUILDING		100,000
GENERAL MANAGER AUTO		40,000
MASTER PLAN (2018-19 Funds from Collections 19200-04)		200,000

## Engineering

On-Call Construction Contract		100,000
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## Collection System

MANHOLE/ROD HOLE R AND M		50,000
MARINWOOD SEWER TRUNK REPAIR		300,000
EASEMENT EQUIPMENT- (Guide Dog Agmt)		145,000

## Pump Stations/Forcemains

RAFAEL MEADOWS PUMP STATION		100,000
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# Summary of Capital Outlay for 2019-20

(Continued)

## Reclamation

MILLER CREEK REHAB	78,000
PASTURE IRRIGATION PUMP REBUILDS	40,000
STORAGE POND SLUICE GATE REPAIR	30,000
ST. VINCENT DISCHARGE LEVEE REPAIR	50,000
SHARP SOLAR PANEL REPLACEMENT	100,000
MARSH POND VEGETATION REMOVAL	150,000
SPARE 10HP FLYGT SUBMERSIBLE PUMP	10,000
BYPASS PUMP CONNECTION REPLACE	40,000
SEGREGATE PUBLIC FROM PONDS FENCE	100,000
SMITH RANCH SUMP PUMP INSTALL	15,000



# Summary of Capital Outlay for 2019-20

(Continued)

## Treatment Plant

PLANT IMPROVEMENTS 2018	71,000
SECONDARY PLANT UPGRADES	24,362,737
INFLUENT SCREEN OVERHAUL - 2	130,000
LAB CABINET REHAB	10,000
CANOPY INSTALLATION - SUMP PUMPS	150,000
FLOW EQUALIZATION BASIN	400,000

## Recycled Water

RECYCLED WATER FACILITY EXPANSION	<u>4,299,306</u>
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Total

\$ 31,071,043

# DEBT PER CAPITA

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Debt						
Municipal Finance	\$ 4,503,800	\$ 3,978,800	\$ 3,443,800	\$ 2,888,800	\$ 2,308,800	\$ 1,698,800
State Revolving Fund	3,482,996	3,291,572	3,094,981	2,893,081	2,685,730	2,472,780
Bank of Marin	4,692,837	4,295,779	3,884,147	3,457,784	3,015,382	2,556,728
I-Bank			12,000,000	11,527,746	11,071,510	10,601,290
2017 Revenue Bonds	<u>38,365,000</u>	<u>37,415,000</u>	<u>36,465,000</u>	<u>35,475,000</u>	<u>34,445,000</u>	<u>33,375,000</u>
Total projected debt	<u>\$ 51,044,633</u>	<u>\$ 48,981,151</u>	<u>\$ 58,887,928</u>	<u>\$ 56,242,411</u>	<u>\$ 53,526,422</u>	<u>\$ 50,704,598</u>
Debt per capita <sup>(1)</sup>	\$ 1,758	\$ 1,687	\$ 2,028	\$ 1,937	\$ 1,843	\$ 1,746
Debt per connection <sup>(2)</sup>	\$ 5,240	\$ 5,028	\$ 6,045	\$ 5,773	\$ 5,494	\$ 5,205

(1) District population of 29,040 per the 2010 Census data for zip code 94903

(2) Total connections 9,742 as of June 30, 2016

# PENSION FUNDING TRENDS

	Classic <sup>(2)</sup>	PEPRA <sup>(3)</sup>	Classic	PEPRA	Total Employer
	Percent of Payroll		Lump Sum <sup>(4)</sup>		Cost
2015/16	12.96%	6.24%	\$ 99,510	\$ -	\$ 321,645
2016/17	12.63%	5.81%	\$ 114,472	\$ 30	\$ 350,978
2017/18	11.68%	4.78%	\$ 132,647	\$ 103	\$ 351,267
2018/19 <sup>(1)</sup>	12.21%	5.09%	\$ 172,087	\$ 483	\$ 403,336
2019/20 <sup>(1)</sup>	12.80%	5.05%	\$ 212,000	\$ 1,000	\$ 457,739
2020/21 <sup>(1)</sup>	13.90%	5.35%	\$ 245,000	\$ 2,000	\$ 517,892

(1) Projected rates

(2) Employer rate is increased by Employer Paid share of employee's required contribution. Prior to 2014/15 it was 4%, it was reduced by 1% each year through 2016/17 when it was eliminated.

(3) Employer rate is reduced by employee cost sharing of 0.75% for 2016/17 and 1.75% effective 2017/18 and going forward.

(4) When PEPRA was passed in 2013 it closed the membership of the Classic employees to future hires. CalPERS changed the method of charging employers for the unfunded liability from a percentage of payroll to a lump sum amount.

# OTHER POST EMPLOYMENT BENEFIT FUNDING TRENDS

	Employer Payments			Actuarial	Assets to Fund	Unfunded
	To Retirees	To Trust	Total	Accrued Liability	Liability	Liability
2015/16	\$ 98,402	\$113,459	\$211,861	\$2,792,788	\$ 698,909	\$2,093,879
2016/17	\$ 94,678	\$124,995	\$219,673	\$2,910,217	\$ 815,237	\$2,094,980
2017/18	\$ 94,556	\$118,612	\$213,168	\$2,728,562	\$1,010,968	\$1,717,594
2018/19 <sup>(1)</sup>	\$ 109,558	\$118,710	\$228,268	\$2,863,797	\$1,153,115	\$1,710,682
2019/20 <sup>(1)</sup>	\$ 122,778	\$127,597	\$250,375	\$3,029,904	\$1,252,754	\$1,777,150
2020/21 <sup>(1)</sup>	\$ 137,593	\$137,405	\$274,998	\$3,230,073	\$1,384,896	\$1,845,177
2021/22 <sup>(1)</sup>	\$ 154,195	\$148,385	\$302,580	\$3,447,739	\$1,531,685	\$1,916,054

(1) Projected rates

(2) The Actuarial Accrued Liability for 2015/16 and 2016/17 are from the valuation dated January 1, 2015.

The amounts for the years 2017/2018 are from the valuation report dated January 1, 2017.



# FUTURE BUDGET GOALS

- MORE SPECIFIC PROJECT SCOPES AND NAMES
- PRIORITIZE 5 YEAR CIP PER MASTER PLAN
- AGE OF CIP FUNDING ANALYSIS
- INCREASED OUTSOURCING OF PROJECT IMPLEMENTATION
- IMPLEMENTATION OF ORGANIZATIONAL ANALYSIS RESULTS
- START PROP 218 RATE STUDY
- IMPROVED TRACKING FROM FINANCIAL SOFTWARE INSTALLATION
- CARRYOVER REDUCTION
- START FLEET REPLACEMENT FUND

# From Mike and the Staff



Pictured from left to right are: Brian Exberger, Norman Rogers, Ralph Lovelless, Greg Pease, Chris Gill, Mike Cortez, Rob Fernandez, Bob Buchholz, Chris Campbell, Josh Binder, Kristina Kempf, Teri Lerch, Irene Huang, Manuel Cardenas, Mel Liebmann, Mike Prinz, Robert Pate, Sahar Golshani. Missing is John Bontrager.

*Staff of the Las Gallinas Valley Sanitary District*