



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

FINANCE COMMITTEE PACKET

For the Meeting of

Tuesday, May 4, 2021

1. Bond Indenture Requirements for Funds Balance	2
2. CalPERS Assumed Rate of Return	4
3. Investing with LAIF: MSD Investment Policy Resl. 2013-883	8
4. Fund Balances of Other Districts	14
5. MSD Payables for April 2021	15
6. Quarterly Financial Statements ending March 31, 2021	19
7. CIP Future Projects	24
8. Fiscal Year 2021-2022 Budgeting	26

**Bond Requirement of Net Revenue.xlsx
FY2020-21**

PRINCIPAL PAYMENT	635,000.00
INTEREST PAYMENT	151,550.00
INTEREST PAYMENT	<u>151,550.00</u>
TOTAL DEBT SERVICE	<u><u>938,100.00</u></u>

110%

NET OPERATING REVENUE REQUIRED FY2020-21 **\$** **1,031,910.00**

INDENTURE OF TRUST

By and Between:

BANK OF NEW YORK MELLON TRUST CO as Trustee and the MONTECITO SANITARY DISTRICT

Relating to \$10,020,000 2017 SEWER REFUNDING REVENUE BONDS

Page 30: Section 6.14 Additional Contracts and Bonds part (a)(ii)

(ii) The System Net Revenues for the most recent audited Fiscal Year preceding the date of adoption by the Board of Directors of the District of the resolution authorizing the issuance of such Bonds or the date of the execution of such Contract, as the case may be, including adjustments to give effect as of the first day of such Fiscal Year to increases or decreases in rates and charges for the Service approved and in effect as of the date of calculation, as evidenced by a calculation prepared by the District, shall have produced a sum equal to at least one hundred ten percent (110%) of the Debt Service for such Fiscal Year, plus the Debt Service which would have accrued on any Contracts executed or Bonds issued since the end of such Fiscal Year, assuming that such Contracts had been executed or Bonds had been issued at the beginning of such Fiscal Year, plus the Debt Service which would have accrued had such proposed additional Contract been executed or proposed additional Bonds been issued at the beginning of such Fiscal Year.

Bond Requirement of Net Revenue.xlsx
FY2021-22

PRINCIPAL PAYMENT	655,000.00
INTEREST PAYMENT	138,850.00
INTEREST PAYMENT	<u>138,850.00</u>
TOTAL DEBT SERVICE	<u><u>932,700.00</u></u>

110%

NET OPERATING REVENUE REQUIRED FY2020-21 \$ 1,025,970.00

INDENTURE OF TRUST

By and Between:

BANK OF NEW YORK MELLON TRUST CO as Trustee and the MONTECITO SANITARY DISTRICT

Relating to \$10,020,000 2017 SEWER REFUNDING REVENUE BONDS

Page 30: Section 6.14 Additional Contracts and Bonds part (a)(ii)

(ii) The System Net Revenues for the most recent audited Fiscal Year preceding the date of adoption by the Board of Directors of the District of the resolution authorizing the issuance of such Bonds or the date of the execution of such Contract, as the case may be, including adjustments to give effect as of the first day of such Fiscal Year to increases or decreases in rates and charges for the Service approved and in effect as of the date of calculation, as evidenced by a calculation prepared by the District, shall have produced a sum equal to at least one hundred ten percent (110%) of the Debt Service for such Fiscal Year, plus the Debt Service which would have accrued on any Contracts executed or Bonds issued since the end of such Fiscal Year, assuming that such Contracts had been executed or Bonds had been issued at the beginning of such Fiscal Year, plus the Debt Service which would have accrued had such proposed additional Contract been executed or proposed additional Bonds been issued at the beginning of such Fiscal Year.



Discount Rate Frequently Asked Questions

What is the discount rate?

The discount rate is the long-term interest rate used to fund future pension benefits. It is one of the key components of the Asset Liability Management (ALM) (PDF) cycle that CalPERS uses to balance assets with future pension obligations. The discount rate is also known as the assumed rate of return because it's what CalPERS expects its investments to earn during the fiscal year.

What did the CalPERS Board do?

On December 21, 2016, the CalPERS Board of Administration voted to lower the discount rate from 7.5% to 7% over the next three years. This incremental lowering of the discount rate will give employers more time to prepare the changes in employer contribution costs.

The discount rate changes approved by the Board, for the next three fiscal years (FY), are as follows:

For public agency and school employers:

- FY 2018-19: 7.375%
- FY 2019-20: 7.25%
- **FY 2020-21: 7.00%**

For state employers:

- FY 2017-18: 7.375%
- FY 2018-19: 7.25%
- FY 2019-20: 7.00%

Employers

As an employer, how am I affected?

MSD Finance Committee

Employers who contract with CalPERS to administer their pension plans for their employees' will see increases in their total employer contribution. CalPERS contracts with more than 3,000 employers including public agencies, school districts, and the State of California, and we serve more than 1.8 million members.

■ When will it be implemented?

The new discount rate for the state went into effect July 1, 2017. The new discount rate for the school districts and public agencies took effect July 1, 2018. The difference allows schools and public agencies additional time to plan for rate increases.

■ How much will it cost?

The costs will vary across plans within public agencies, school districts, and for the State of California since each plan is unique. It depends upon the employer's normal cost, the benefit structure, and the unfunded liability.

Because of a policy that allows the increases to be "ramped up" by the CalPERS Board, the increases will be phased in over seven years. The increase to the contributions for the State of California will begin in FY 2017-18. Increases for schools and public agencies will begin in FY 2018-19.

Employers can use circular letters as a guide to calculate broad estimates and apply the new rates to their current June 30, 2015 actuarial valuations. See the Circular Letter for public agencies (PDF), schools (PDF), and the state (PDF).

■ What's the difference between normal cost and unfunded actuarial liability (UAL)?

The normal cost rate is determined by looking at the annual cost of providing benefits to active employees for the upcoming fiscal year. The normal cost should be viewed as the long term contribution rate.

The UAL is determined by looking at the Market Value of Assets of the plan or pool and comparing it with the accrued liability of that plan or pool. To the extent that the assets are different from the liability, the plan or pool will also be assessed an unfunded liability payment. The purpose of the unfunded liability payment is to get the assets and liabilities back to even over time.

The total employer contribution is the sum of the normal cost rate applied to an employer's reported payroll plus the UAL payment. These two components are the required contribution amount that employers pay CalPERS to fund their employees' pension benefits.

▣ What do the state, schools, and public agencies currently pay in contributions?

For Fiscal Year 2015-16, total employer contributions were as follows:

- State of California: \$5.0 billion
- School districts: \$1.4 billion
- Public agencies: \$4.4 billion

The total combined contributions from the employers equaled \$10.8 billion.

▣ What is smoothing and amortization and why does CalPERS "ramp up" changes in contributions over five years?

A smoothing policy is something an actuary employs to help "smooth out" the volatility of employer rates from year to year. The current amortization and smoothing policy ensures new costs are paid in full over a specific period of time. The costs are also phased in with a five-year ramp up period at the beginning of the schedule and phased out with a five-year ramp down period at the end of the schedule.

The five-year ramp up means the payments in the first four years of the amortization schedule are 20%, 40%, 60%, and 80% of the ultimate payment, which begins in year five. The five-year ramp down means that the reverse is true and the payments in the final four years are ramped down by the above percentages.

When the discount rate drops, both the normal cost and the unfunded liability increase. The normal cost changes immediately in year one and continues at the higher rate. The UAL is amortized over 20 years and those payments ramp up over 5 years. So after 20 years the increase in unfunded liability will be fully paid off and the cost will go away, but the increase in normal cost will continue.

There will be a change to the discount rate every year for three years. Each time the discount rate drops, the normal cost will increase and a new UAL ramp will be established. Since all the UAL amortizations are scheduled with a five-year ramp up, it will be seven years until the full impact of the discount rate change is completely phased in.

[-] How does lowering the discount rate impact the funded status?

The overall financial health of the employer's plan is measured by the plan's funded status.

The funded status represents the funded market of the assets minus the discounted value of the future liabilities. Sort of by definition, when the discount rate is reduced, it decreases the funded status because basically all of those future liabilities have less discounting as they go out into the future, is the way to think about it.

Each employer in the CalPERS system has their own specific funded status, which can be found in your actuarial valuation report. A change in the discount rate will affect each employer a little differently because of the timing of cash flows and the structure of their liabilities.

[-] When will the actuarial valuations for local governments be released that reflect the new rates?

The June 30, 2019, valuations that set the rates for FY 2021-22 will be available in the summer of 2020. These plans will show the updated projections for each of the specific plans. Employers can access their current actuarial valuations of June 30, 2018.

Members

[+] As a member, how am I affected?

[+] What's the change to my monthly member contribution?

[+] How does it affect my retirement benefits?

[+] How does it affect my service credit purchase?

[+] What happens if I re-retire?

[+] If I have further questions, who do I call?

Videos

RESOLUTION NO. 2013-883
MONTECITO SANITARY DISTRICT
INVESTMENT POLICY
Repealing Resolution No. 2000-779

1. POLICY

The legislature of the state of California has declared that the deposit and investment of public funds by public officials and local agencies are issues of statewide concern and has enacted sections 53600.6, *et seq.* of the Government Code to regulate these transactions.

Montecito Sanitary District may invest surplus monies not required for its immediate operating necessities in compliance with chapter 4, part 1, division 2, of title 5 of the Government Code.

The treasurer of the Montecito Sanitary District shall prepare and submit annually a statement of investment policy. This policy and any changes thereto shall be considered and adopted by the Board of Directors at a public meeting. Government Code, § 53646(a)(2).

The treasurer is delegated to assume responsibility for investment and reinvestment of District funds for a period of one year, subject to the Board of Directors' annual review and reauthorization therefor. Government Code, § 53607.

It shall be the policy of the Montecito Sanitary District to invest funds with maximum security through diversification and prudence, in a manner that gives the highest investment return, meets daily cash flow demands, and conforms to all statutes governing the investment of District funds.

2. SCOPE

With enactment of this resolution, resolution 2000-779 is expressly repealed and this new investment policy will apply to all funds of the Montecito Sanitary District. These funds are accounted in the annual District audit and include the Operating Fund, Capital Project Fund, Emergency Fund, Bond Reserve Fund, and Compensated Absence Fund. Funds that are not comprised by this Investment Policy include deferred compensation funds.

3. PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, and not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard of section 53600.3 of the Government Code and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's

credit risk or market price changes, provided deviations from expectations are timely reported to the Board of Directors and appropriate action is taken to control adverse developments.

4. OBJECTIVES

As specified in section 53600.5 of the Government Code, when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objectives of the District's investment activities in priority order are:

1. **Safety:** Safety of principal is the foremost objective. Investments shall be undertaken to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required. Potential losses on individual securities or by institutional management may not exceed the income generated by the remainder of the portfolio.
2. **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.
3. **Return on Investments:** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and cash flow characteristics of the portfolio.

5. DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from sections 53600, *et seq.* of the Government Code. Pursuant to section 53607 of the Government Code, management responsibility for the investment program is hereby delegated to the Treasurer, who shall establish, subject to Board approval, written procedures for the operation of the investment program consistent with this Investment Policy. Procedures should include references to safekeeping, PSA repurchase agreements, wire transfer agreements, collateral/depository agreements, and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer, subject to Board approval, shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Pursuant to section 53600.3 of the Government Code, the Treasurer is a trustee and fiduciary subject to the "prudent investor" standard.

6. ETHICS AND CONFLICTS OF INTEREST

Each officer and employee involved in the investment process shall refrain from all personal business activity which could conflict with the proper execution of the investment program or impair the officer's or employee's ability to make an impartial investment decision.

7. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Treasurer will maintain a list of financial institutions authorized to provide investment services, selected on the basis of credit worthiness, financial strength, experience, and minimal capitalization. In addition, a list will be maintained of approved security brokers and dealers selected for credit worthiness and authorized to provide investment and financial advisory services in the state of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers and dealers of government securities and other investments, the Montecito Sanitary District shall select only licensed brokers and dealers in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers, or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker or dealer, the Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the Montecito Sanitary District's account has reviewed the Montecito Sanitary District's Investment Policy and that the individual and firm understand the policy and intend to present to the Montecito Sanitary District only appropriate investment recommendations and transactions, which comply with the terms and conditions of this Investment Policy.

8. AUTHORIZED AND SUITABLE INVESTMENTS

The Montecito Sanitary District is prohibited from and shall not invest any funds in inverse floaters, range notes, interest-only strips derived from mortgage pools, or any investment which may result in a zero interest accrual if held to maturity.

The Montecito Sanitary District is empowered under section 53601, *et seq.* of the Government Code to make these investments:

- A. Bonds issued by the District or by any department, board, agency, or authority created by the District;
- B. United States Treasury bills, notes, bonds, or certificates of indebtedness;
- C. Registered state warrants or treasury notes or bonds issued by the state of California;
- D. Bonds, notes, warrants, or other evidence of debt issued by a local agency within the state of California;
- E. Obligations issued by agencies or instrumentalities of the United States;
- F. Bankers' acceptances with a term not to exceed 180 days. Not more than forty percent of invested funds may be invested in bankers' acceptances and no more than thirty percent of invested funds may be invested in the banker's acceptances of any single commercial bank;
- G. Prime Commercial Paper of a United States corporation with assets greater than \$500 million, with a term not to exceed 270 days, and with the highest ranking issued by

Moody's investors Service or Standard & Poor's Corporation. Purchases of eligible

commercial paper may not represent more than ten percent of the outstanding paper of an issuing corporation. Commercial paper may not exceed fifteen percent of total invested funds;

- H. Negotiable certificates of deposit issued by federal or state chartered banks or associations. Not more than thirty percent of invested funds may be invested in certificates of deposit;
- I. Repurchase and reverse repurchase agreements of any securities authorized by this section. Securities purchased under these agreements shall be no less than 102 percent of market value and are subject to special limits of section 53601(j) of the Government Code;
- J. Medium term notes (not to exceed five years) of United States's corporations rated "A" or better by Moody's or Standard & Poor's Corporation. Not more than thirty percent of invested funds may be invested in medium term notes;
- K. Shares of beneficial interest issued by diversified management companies (money market mutual funds) investing in securities and obligations authorized by section 53601 of the Government Code. Such funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than twenty percent of invested funds may be invested in money market mutual funds and not more than ten percent of invested funds may be invested in any one money market mutual fund;
- L. Funds held under the terms of a trust indenture or other contract or agreement may be invested according to the provisions of the indenture or agreement;
- M. Collateralized bank deposits with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations;
- N. Any mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable backed bond of a maximum maturity of five years. Securities in this category must be rated AA or better by a nationally recognized rating service. Not more than twenty percent of invested funds may be invested in this category of securities;
- O. State of California Local Agency Investment Fund (LAIF) if the District invests no more than the maximum amount permitted by LAIF and the fund's reports allow the Treasurer to adequately judge the risk inherent in LAIF's portfolio;
- P. Santa Barbara County Pooled Treasury Investment Fund if the fund's reports and investment policy allow the Treasurer to adequately judge the risk inherent in the Treasury Investment Fund portfolio;
- Q. Managed investment pools pursuant to subdivision (p) of section 53601 of the Government Code for which shares of beneficial interest issued by a joint powers authority organized pursuant to section 6509.7 of the Government Code, which invests in the securities and obligations authorized in subdivisions (a) to (o) of section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser

securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser which is registered or exempt from registration with the Securities and Exchange Commission, has not less than five years of experience investing the securities and obligations authorized in subdivisions (a) to (o) of section 53601, and has assets under management in excess of \$500 million dollars; and

- R. Any other investment security authorized under section 53601 of the Government Code, which section details all limitations and special conditions applicable to each of the above listed investment securities and is incorporated by this reference in this Investment Policy.

9. COLLATERALIZATION

All certificates of deposits must be collateralized by United States Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount and limits described and required by subdivisions (i)(2)(j) of section 53601 of the Government Code, as may be amended.

10. SAFEKEEPING AND CUSTODY

All security transactions shall be conducted on a delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the Montecito Sanitary District by book entry, physical delivery, or by third party custodial agreement as required by section 53601 of the Government Code.

11. DIVERSIFICATION

The Montecito Sanitary District will diversify its investments by security type and institution. It is District policy to diversify its investment portfolio to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be considered, decided, and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- a) Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector;
- b) Maturities selected shall provide for stability of income and liquidity; and
- c) Disbursement and payroll dates shall be covered through maturities investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.

12. REPORTING

The treasurer of the Montecito Sanitary District shall report monthly to the Board of Directors about investment transactions, which have invested or reinvested agency funds. Government Code, § 53607.

Additionally, pursuant to subdivision (b)(1) of section 53646 of the Government Code, the Treasurer shall submit a quarterly investment report to the Board of Directors, which shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values, and the current market values of each component of the portfolio, including funds managed for Montecito Sanitary District by third party contract managers. The report will also include the source of the portfolio valuation. As specified by subdivision (e) of section 53646 of the Government Code, if all funds are placed in LAIF, FDIC-insured accounts, or a county investment pool the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy, (2) the Montecito Sanitary District will meet its pool expenditure requirements for the next six months as required by subdivision (b) of section 53646, and (3) the Treasurer shall maintain a complete and timely record of all investment transactions.


13. INVESTMENT POLICY ADOPTION, ANNUAL REVIEW, AND MODIFICATION; REVIEW OF TREASURER'S AUTHORITY

The Investment Policy shall be adopted by resolution of the Board of Directors of the Montecito Sanitary District. The Investment Policy, the District's investment performance, and the Treasurer's delegated authority shall be reviewed and may be reauthorized on an annual basis. Government Code, § 53607. Any modification of this policy shall be approved by a resolution of the Board of Directors.

ADOPTED AND APPROVED: October 14, 2013

AYES: Cannata, Ishkanian, Kern, Kerns, and Owens
NAYS: None
ABSENT: None
ABSTAIN: None

(District Seal)


Judith M. Ishkanian, President

ATTEST:


Deirdre M. Cannata, Secretary



Fund Balances of Other Districts.xlsx

<u>As of Date</u>	<u>District</u>	<u>Total Funds</u>	<u>Notes</u>	
4/19/2021	Goleta Sanitary District	\$ 29,137,175.00	Goleta San. Agenda Packet 4/19/2021	page 40 of 43
3/23/2021	Montecito Water District	\$ 18,668,899.00	MWD Agenda Packet 3/23/21	Page 14 of 84
3/15/2021	Montecito Fire Protection District	\$ 18,211,002.94	Mont. Fire PD Finance Committee Agd 3/15/2021	Pages 127-130 of 174
3/31/2021	Summerland Sanitary District	\$ 1,955,318.64	Summerland San. Agenda Package 4/8/2021	Page 46 of 48
3/31/2021	Carp/Smlld Fire Protection District	\$ 8,397,924.20	20210331 Interest Apport - Avg Daily Cash Bal	pg 11 of 21



Montecito Sanitary District

1042 Monte Cristo Lane A Public Service Agency
Santa Barbara, CA 93108

Phone: (805) 969-4200
www.montsan.org

BOARD LIST OF PAYABLES

<u>CHECK DATE</u>	<u>SUMMARY & TYPE</u>	<u>BATCH TOTAL</u>
04/09/2021	ACCOUNTS PAYABLE	129,170.87
04/23/2021	ACCOUNTS PAYABLE	110,054.37
	Subtotal	239,225.24
04/09/2021	CAPITAL IMPROVEMENT PROJECTS	167,427.42
	Subtotal	167,427.42
04/08/2021	PAYROLL	78,729.65
04/22/2021	PAYROLL	72,470.79
	Subtotal	151,200.45
	TOTAL	<u>\$557,853.11</u>

Approved for Payment:

Date: May 13, 2021

Amount: \$ 557,853.11

_____, General Manager

_____, Treasurer

_____, Director

Check History Report
Sorted By Check Number
Activity From: 4/9/2021 to 4/9/2021
MONTECITO SANITARY DISTRICT (MSD)

Check Number	Check Date	Check Name	Check Amount	Check Description
026436	4/9/2021	AQSEPTENCE GROUP, INC	3,972.19	Rotary Drum Parts
026437	4/9/2021	AQUA-FLO SUPPLY	249.89	WWTP Plumbing Supplies
026438	4/9/2021	BIG GREEN CLEANING COMPANY	1,882.00	Janitorial Services, Lab Floor Cleaning-April
026439	4/9/2021	BOYD & ASSOCIATES	390.00	Security Alarm Quarterly Payment
026440	4/9/2021	SAUNDRA TONSAGER BREWER	2,300.00	Deposit Refund - 285 Butterfly Lane
026441	4/9/2021	CANON FINANCIAL SERVICES INC	272.61	Canon Copier Lease Payment - April
026442	4/9/2021	CINTAS	118.45	Replenish First Aid Kits
026443	4/9/2021	COMPUVISION COMMUNICATIONS	6,873.75	IT Services-March (Zero Days Email Server Attack)
026444	4/9/2021	CROMER MATERIAL HANDLING	725.36	Forklift Lease Payment-April
026445	4/9/2021	CSRMA	62,234.00	Pooled Liability Insurance 12/20-12/21
026446	4/9/2021	CULLIGAN OF VENTURA COUNTY	105.98	Drinking Water-March
026447	4/9/2021	CALIFORNIA WATER ENVIRONMENT	91.00	Mechanical Tech I Renewal-Flores
026448	4/9/2021	DUDEK	245.00	MPC Appeal Coordination for CDP
026449	4/9/2021	FASTENAL COMPANY	158.43	Plant Shop Rags
026450	4/9/2021	FISHER SCIENTIFIC	280.61	Lab Testing Supplies
026451	4/9/2021	FRONTIER	301.41	Phone Service-April
026452	4/9/2021	GRAINGER	517.78	UF/RO Maintenance Parts & Chemicals/Face Masks
026453	4/9/2021	LOIS GUNTHER 12-YR QUALIFIED PERSONAL	2,000.00	Lateral Replacement Rebate-1649 Fernald Point Lane
026454	4/9/2021	HAAKER EQUIPMENT COMPANY	5,089.05	Locator for CCTV
026455	4/9/2021	HACH COMPANY	244.03	Lab Testing Supplies
026456	4/9/2021	KAMAN INDUSTRIAL TECHNOLOGIES	1,984.83	By-Pass Hose for Operations
026457	4/9/2021	JOHN (or) DEBORAH MACKALL	1,150.00	Deposit Refund-330 Sheffield Drive
026458	4/9/2021	MARBORG INDUSTRIES	2,580.08	Restroom Trailer Rental-March
026459	4/9/2021	MCCORMIX CORP	638.22	Vehicle Fuel 03/15-03/31/21
026460	4/9/2021	MONTECITO WATER DISTRICT	402.36	Vac-Con, Jetter Water Usage - February
026461	4/9/2021	OILFIELD ENVIRONMENTAL & COMPLIANCE	902.00	Outside Lab Analyses - March
026462	4/9/2021	PAYCHEX OF NEW YORK, LLC	246.00	Payroll Services - March
026463	4/9/2021	PERRY FORD	143.09	Vehicle Repair Parts
026464	4/9/2021	PITNEY BOWES GLOBAL FINANCIAL	176.16	Postage Meter Quarterly Lease Payment
026465	4/9/2021	PLUMBERS DEPOT, INC	27.82	Freight Charge for CCTV Camera Repair
026466	4/9/2021	POLYDYNE, INC	717.62	Polymer for DAFT
026467	4/9/2021	PRIORITY SAFETY SERVICES	870.00	Multi-Gas Meter Inspection/Calibration
026468	4/9/2021	RINGCENTRAL, INC.	442.93	Phone Service-March
026469	4/9/2021	LUIS RIZO	372.00	Reimbursement for Lab Analyst I Test, Membership
026470	4/9/2021	RWG LAW	88.50	Outside Legal Service for 1388 Wyant Road Matters
026471	4/9/2021	SANTA BARBARA COUNTY CLERK-RECORDER	6,761.93	County Elections
026472	4/9/2021	S B HOME IMPROVEMENT CENTER	223.16	Property Maintenance Materials
026473	4/9/2021	SOUTHERN CALIFORNIA EDISON CO	12,401.68	Electric Service-March
026474	4/9/2021	SIEMENS INDUSTRY, INC	2,116.21	Lift Station 4 Level Controller
026475	4/9/2021	STREAMLINE	310.00	Website Management-March
026476	4/9/2021	STATE WATER RESOURCE CONTROL BOARD	150.00	WWTP Operator License Renewal-Arce
026477	4/9/2021	UNION BANK (Credit Card)	96.90	Disposable Masks
026478	4/9/2021	UNION BANK (Credit Card)	124.06	Weed Wacker Parts, Shipping Exp, Chemical for UF/RO
026479	4/9/2021	UNIVAR SOLUTIONS	5,409.84	Plant Chemicals
026480	4/9/2021	UNDERGROUND SERVICE ALERT	197.91	82 New Dig Alert Tickets, State Regulatory Fee-March
026481	4/9/2021	USA BLUE BOOK	586.03	Odor Control Blocker for Lift Station 5
026482	4/9/2021	GARY ZERLIN	2,000.00	Lateral Replacement Rebate - 1651 Fernald Point Lane
Bank B Total:			129,170.87	
Report Total:			129,170.87	

CIP Check History Report
Sorted By Check Number
Activity From: 4/9/2021 to 4/9/2021
MONTECITO SANITARY DISTRICT (MSD)

Bank G CIP CASH (MBT)				
Check Number	Check Date	Name	Check Amount	Description
001282	4/9/2021	TIERRA CONTRACTING INC	167,427.42	CIP No. 9-Progress Payments for Riven Rock and Romero Canyon Extensions
Bank G Total:			<u>167,427.42</u>	
Report Total:			<u><u>167,427.42</u></u>	

Check History Report
Sorted By Check Number
Activity From: 4/23/2021 to 4/23/2021
MONTECITO SANITARY DISTRICT (MSD)

Bank	Check Number	Check Date	Name	Check Amount	Check Type
	026484	4/23/2021	770 HOT SPRINGS ROAD LLC	2,300.00	Deposit Refund - 770 Hot Springs Road
	026485	4/23/2021	ACWA/JPIA	26,381.86	Health/Dental/Life Insurance Premium-May
	026486	4/23/2021	ALL SAINTS BY THE SEA	2,300.00	Deposit Refund - 80 Eucalyptus Lane
	026487	4/23/2021	AT&T MOBILITY	205.04	Wireless Services for Lift Station 4, Standby Phone
	026488	4/23/2021	MARCUS BECK (or) DANA KABASHIMA	2,300.00	Deposit Refund - 2480 Sycamore Canyon Road
	026489	4/23/2021	BIG GREEN CLEANING COMPANY	328.15	Janitorial Supplies
	026490	4/23/2021	ELIZABETH BYRNE	145.00	Training Seminar Reimbursement
	026491	4/23/2021	CINTAS CORPORATION #684	1,211.03	Uniform, Towels, Floor Mats-Cleaning/Rental-March
	026492	4/23/2021	COMPUVISION COMMUNICATIONS	1,740.00	NetAlert Managed Services, Datto Cloud Backup-May
	026493	4/23/2021	CORT	44.00	Deed Report - March
	026494	4/23/2021	COX BUSINESS	160.39	Internet Wireless Service - April
	026495	4/23/2021	ENGEL & GRAY, INC	4,408.22	Biosolids Hauling - March
	026496	4/23/2021	FASTENAL COMPANY	253.27	Impact Driver for Chief Mechanic
	026497	4/23/2021	FISHER SCIENTIFIC	435.17	Lab Testing Supplies
	026498	4/23/2021	FRONTIER	76.24	Phone Services for Lift Station 5 - April
	026499	4/23/2021	GRAINGER	111.81	Smoke/Carbon Monoxide Detector
	026500	4/23/2021	IRON HORSE AUTO BODY	2,000.00	Ford F450 Damage Repair Final Payment
	026501	4/23/2021	KAMAN INDUSTRIAL TECHNOLOGIES	158.50	Bulk Rubber for Clarifier Scraper Blades
	026502	4/23/2021	WILLIAM T KEARNEY	210.00	Collection System Maintenance Tech 3 Test Reimbursement
	026503	4/23/2021	KIMLEY-HORN AND ASSOCIATES, INC	27,226.55	Interim GM Services-March
	026504	4/23/2021	MARBORG INDUSTRIES	686.74	Refuse Disposal, Recycling - March
	026505	4/23/2021	MARTIN, CAROLINE	87.00	Ink Cartridges for OPS Printer Reimbursement
	026506	4/23/2021	MCCORMIX CORP	583.15	Vehicle Fuel 04/01-04/15/21
	026507	4/23/2021	MSD - PETTY CASH REIMB	178.82	Petty Cash Reimbursement
	026508	4/23/2021	MONTECITO WATER DISTRICT	689.55	Water Service - March
	026509	4/23/2021	OILFIELD ENVIRONMENTAL & COMPLIANCE	1,726.00	Outside Lab Testing
	026510	4/23/2021	PLUMBERS DEPOT, INC	1,913.42	Leader Hose for Small Jetter Truck
	026511	4/23/2021	PRICE POSTEL & PARMA	17,191.50	Legal Services - March
	026512	4/23/2021	SAFE CHEM, LLC	108.56	Chemicals for Recycled Water
	026513	4/23/2021	SANTA BARBARA NEWS-PRESS	837.50	Publications of Ordinance and Notice to Contractors
	026514	4/23/2021	SCAP	1,686.00	Annual Membership Dues
	026515	4/23/2021	SEWER EQUIPMENT COMPANY	627.87	Hydraulic Torque Motor for Small Jetter
	026516	4/23/2021	SOCAL GAS	283.07	Gas Service - March
	026517	4/23/2021	STANDARD INSURANCE COMPANY	1,404.10	Short/Long Term Disability Insurance Premium-May
	026518	4/23/2021	STAPLES BUSINESS CREDIT	349.03	Office Supplies
	026519	4/23/2021	STATE WATER RESOURCE CONTROL	170.00	Operator Certification Fee-Rizo
	026520	4/23/2021	UNIVAR SOLUTIONS	6,491.83	Plant Chemicals
	026521	4/23/2021	VENTURA AIR CONDITIONING CO.	745.00	Lab HVAC System Preventative Maintenance
	026522	4/23/2021	OWEN (or) JAMI WITTE	2,300.00	Deposit Refund - 1143 Glenview Road
	Bank B Total:			<u>110,054.37</u>	
	Report Total:			<u><u>110,054.37</u></u>	

MONTECITO SANITARY DISTRICT (MSD)
Operations & Maintenance Budget Status
For The 9 Periods Ended 3/31/2021

		Jul 1, 2020 to Mar 31, 2021	FY20-21 YTD Budget	Budget Remaining
PAYROLL/BENEFIT EXPENSES				
6100	STAFF SALARIES	1,352,855	2,053,829	700,974
6105	BOARD SALARIES	17,600	30,000	12,400
6108	AUTO ALLOWANCE - GM	1,197	3,600	2,403
6270	STANDBY PAY	24,075	33,000	8,925
6300	OVERTIME PAY	10,040	20,000	9,960
6400	PERS CONTRIBUTION	368,928	500,000	202,356
6500	FICA CONTRIBUTION	80,836	126,000	45,164
6510	MEDICARE	26,019	30,000	3,981
6520	UNEMPLOYMENT TAX - STATE	4,686	4,000	(686)
6600	GROUP MEDICAL - ACWA	228,330	360,000	131,670
6605	Retiree Medical Benefits	5,949	12,000	6,051
6610	LIFE INSURANCE - ACWA	4,161	7,000	2,839
6615	DISABILITY INS - STANDARD	16,644	25,000	8,356
6620	WORKERS COMP INSURANCE	(91)	50,000	50,091
6640	DENTAL INSURANCE - ACWA	11,656	20,000	8,344
6650	UNIFORM SERVICE - MISSION	5,951	7,000	1,049
Total PAYROLL/BENEFIT EXPENSES:		2,158,836	3,281,429	1,122,593
OPERATING EXPENSES				
7090	INS (GEN LIAB/AUTO/E&O) - CSRMA	44,674	60,000	15,326
7091	INS (PROPERTY) - CSRMA	14,523	13,000	(1,523)
7093	INS (EMP DISHONESTY BOND) - CSRMA	770	1,000	230
7094	INS (MOBILE EQUIP) - CSRMA	7,830	9,000	1,170
7110	EMPLOYEE PHYSICALS	2,172	2,500	328
7121	PROPERTY MAINTENANCE	30,695	30,000	(695)
7122	VEHICLE MAINTENANCE	19,302	13,000	(6,302)
7126	COLL - EQUIPMENT RENTAL	66	1,000	934
7127	COLL - SAFETY EQUIPMENT/SUPPLIES	211	8,000	7,789
7129	LIFT STATION PARTS	12,623	25,000	12,377
7133	VAC CON EQUIP/MAINT	10,678	15,000	4,322
7134	CCTV EQUIPMENT/REPAIRS	7,257	10,000	2,743
7135	PRIVATE LATERAL REPL INCENTIVE	18,961	50,000	31,039
7136	COLL - MISC COLLECTION TOOLS	14,002	8,000	(6,002)
7150	MECHANICAL MAINTENANCE	1,893	5,000	3,107
7200	GENERAL OPERATING SUPPLIES	6,516	8,000	1,484
7201	DRINKING WATER	746	1,750	1,004
7202	GLOVES	3,382	5,000	1,618
7205	EMPLOYEE/COMMUNITY GOODWILL	1,419	3,000	1,581
7220	MAILING/SHIPPING EXPENSES	1,051	3,000	1,949
7430	MEMBERSHIPS/ ANNUAL DUES	37,777	40,000	2,223
7440	MISCELLANEOUS EXPENSES	-	2,500	2,500
7450	OFFICE EXPENSES	10,361	10,000	(361)
7454	BOOKS/SUBS/STUDY GUIDES	521	1,000	479
7456	COMPUTER HARDWARE/SOFTWARE/LICEN	12,200	30,000	17,800
7461	PROFESSIONAL SERVICES/FEES - LEGAL	27,936	30,000	2,064
7462	PROFESSIONAL FEES - ACCOUNTING	27,378	40,000	12,622
7463	PROFESSIONAL FEES - ENGINEERING	29,878	25,000	(4,878)
7464	PROFESSIONAL FEES - COMPUTER/GIS	32,715	60,000	27,285
7466	PROF SERVICES - HUMAN RESOURCES	25,011	6,000	(19,011)
7500	CUSTOMER RELATIONS EXPENSE	24,341	50,000	25,659

MONTECITO SANITARY DISTRICT (MSD)
Operations & Maintenance Budget Status
For The 9 Periods Ended 3/31/2021

		Jul 1, 2020 to Mar 31, 2021	FY20-21 YTD Budget	Budget Remaining
OPERATING EXPENSES CONTINUED				
7506	ADMINISTRATIVE FEES	12,487	22,000	9,513
7510	CONTRACTED SERVICES/LABOR	66,331	120,000	53,669
7530	ADS/NOTICES FOR PUBLICATION	1,584	2,000	416
7610	FURNITURE/FIXTURES	-	10,000	10,000
7641	NPDES PERMIT EXPENSES-LAB	10,738	20,000	9,262
7645	NPDES PERMIT EXPENSE-OPS	35,023	27,000	(8,023)
7650	ELECTION EXPENSE	-	5,000	5,000
7651	ANALYZER CHEMICALS	4,419	5,000	581
7652	BIOSOLIDS DISPOSAL	37,222	50,000	12,778
7653	CHEMICALS	121,188	200,000	78,812
7654	GENERATOR SERVICE	2,056	10,000	7,944
7655	HAZ MATERIALS DISPOSAL	424	1,000	576
7656	PLANT EQUIPMENT RENTAL	6,854	10,000	3,146
7657	PLANT MAINTENANCE MATERIALS	33,108	50,000	16,892
7658	PLANT MAINTENANCE PROJECTS	-	5,000	5,000
7659	PLANT SAFETY EXPENSES	1,628	5,000	3,372
7661	POLYMER	1,270	10,000	8,730
7662	SMALL TOOLS/EQUIP	3,689	4,000	311
7670	SPECIAL PROJECTS	101,495	100,000	(1,495)
7675	COVID-19 EXPENSES	134,727	-	(134,727)
7700	LAB CONSUMABLES-SMALL EQUIPMENT	14,557	28,000	13,443
7702	LAB EQUIPMENT MAINTENANCE	3,385	10,000	6,615
7703	CONTRACT LAB ANALYSES	6,258	6,000	(258)
7722	BOARD TRAINING/CONF REGISTN	-	1,000	1,000
7723	BOARD TRAVEL EXPENSES	-	1,000	1,000
7724	STAFF TRAINING/CONF REGISTRN	852	3,000	2,148
7725	STAFF TRAVEL EXPENSES	-	1,000	1,000
7726	STAFF CERTIFICATIONS/LICENSES	2,318	10,000	7,682
7727	OSHA REQUIRED TRAINING	1,320	7,000	5,680
7728	SAFETY BOOT ALLOWANCE	2,836	4,000	1,164
7731	LOCAL MEETING EXPENSES	60	1,000	940
7740	FUEL AND OIL	13,624	30,000	16,376
7761	WATER	7,780	12,000	4,220
7762	NATURAL GAS	1,894	3,000	1,106
7763	ELECTRICITY	108,606	160,000	51,394
7766	TRASH / RECYCLING	7,941	13,000	5,059
7767	TELEPHONE - LOCAL/LD	6,933	10,000	3,067
7768	TELEPHONE CELLULAR	8,240	12,000	3,760
Total OPERATING EXPENSES:		1,187,736	1,533,750	346,014
Total EXPENSES:		3,498,122	4,815,179	1,317,057
COP OBLIGATIONS				
7105	DEBT SERVICE PAYMENT (INTEREST)	151,550	303,100	151,550
2710	BOND PRINCIPAL PAYMENT	-	635,000	635,000
		151,550	938,100	786,550

**CAPITAL IMPROVEMENT PROJECTS
UNAUDITED YEAR TO DATE STATUS**

FY20-21 :: July 1, 2020 to March 31, 2021

ASSIGNED PROJECT #	CAPITAL IMPROVEMENT PROJECT DESCRIPTION	Expenditures 7/1/20- 3/31/21	Board Approved FY20-21 Funding
Annual projects			
1	Scheduled and Emergency Replacements	\$ 26,522	\$ 100,000
2	Manhole Raising / Repair / Replacement	\$ 137,760	\$ 400,000
3	Sewer Main Repair / Replacement	\$ 12,457	\$ 150,000
Ongoing projects			
7	Essential Services Building Construction	\$ -	\$ 4,625,000
9	Sewer Main Extensions	\$ 339,705	\$ 600,000
10	Recycled Water - Pilot Project	\$ 15,145	\$ 38,000
New projects FY2020-21			
12	Collections Truck Replacement	\$ 31,402	\$ 36,000
Capital Improvement Project Expenditures FY20-21		\$ 562,991	\$ 5,949,000
Recycled Water Fund			
11	Recycled Water - Total Project Expenditures from FY19-20	\$ 122,080	\$ 1,190,000
Total Funds Expended in FY20-21		\$ 685,071	\$ 7,139,000

** At its meeting on October 31, 2019, The Board approved the designation of two fiscal years of property tax revenue, in the amount of \$1,190,000 to a Recycled Water Project to serve the Cemetery

**FY2020-21 Quarterly Investment Activity
FY20-21 QTR 3 Jan-Mar**

	<u>12/31/2020</u>	<u>Income</u>	<u>Interest</u>	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Withdrawals</u>	<u>3/31/2021</u>	<u>Net Change</u>	
Investment Accounts									
Cash with LAIF	2,010,986		3,180				2,014,166	3,180	Quarterly Interest
FMV adjustment (annually)	9,827						9,827	-	No Change in Fair Market Value
BNY Bond Refunding Costs	151,550				(151,550)		-	(151,550)	Transfers: 12/31 Debt Service Interest Payment \$151,550
Cash with County-Operating	7,628,593	42,180	5,789		(1,000,000)		6,676,562	(952,031)	Transfers: \$1,000,000 to MBT O&M Income & Withdrawals: SSC & PTAX Quarterly Interest
FMV adjustment (quarterly)	27,238					(21,613)	5,625	(21,613)	Change in Fair Market Value
Cash with County - Capital Replacement	7,080,106		8,509		(325,000)		6,763,615	(316,491)	Transfers: \$325,000 to MBT CIP
FMV adjustment (quarterly)	25,280					(19,582)	5,699	(19,582)	Change in Fair Market Value
Cash with County-Retiree Medical	168,654		197				168,851	197	Quarterly Interest
FMV adjustment (quarterly)	603					(460)	143	(460)	Change in Fair Market Value
Cash Accounts									
MBT Operating account	30,051	168,397		1,000,000		(980,674)	217,773	187,723	Income: connection, permit, & other fees Transfers: \$1,000,000 from County O&M Withdrawals: pmts on O&M Expenses
MBT Capital Improvement account	4,106	40,848		325,000		(297,148)	72,806	68,700	Transfers: \$325,000 from County CIP Withdrawals: pmts on Capital Improvement Projects
MBT Recycled Water account	1,095,337		719				1,096,056	719	Quarterly Interest
Insurance Reimbursement Acct	111,953		46				111,999	46	Disaster Insurance Payment - due to FEMA Quarterly Interest
Revolving fund account	1,445					(50)	1,395	(50)	Withdrawals: paymens on O&M expenses paid outside normal processing
Petty Cash	250						250	-	
Total Cash & Investment accounts	18,345,979	251,425	18,439	1,325,000	(1,476,550)	(1,319,527)	17,144,766	(1,201,213)	



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

QUARTERLY CERTIFICATION STATEMENTS FOR THE MONTECITO SANITARY DISTRICT

*in accordance with MSD INVESTMENT POLICY:
RESOLUTION NO. 2013-883*

For the Quarter End

March 31, 2021

As Treasurer of the Montecito Sanitary District, I certify that:

- (1) All investment actions executed since the last report have been made in full compliance with the Montecito Sanitary District Investment Policy;
- (2) A complete and timely record of all investment transactions is maintained in the District office from reports supplied by LAIF and the S. B. County Treasurer's office; and
- (3) The Montecito Sanitary District is able to meet its pool's expenditure requirements for the next six months.

Dated: _____

Donald M. Eversoll, Board Treasurer
MONTECITO SANITARY DISTRICT

**Future CIP projects needed.xlsx
as of Apr 27, 2021**

FISCAL YEAR:

2020/2021
2021/2022
2022/2023
2023+

Operations / Treatment Plant:

No.	Description	Estimated Cost	Estimated Start Year
1	Electrical Rehabilitation Project (including: AB blower project, VFD's)	\$ 600,000	2020/2021
2	AB blowers, motors replacement	\$ 60,500	2021/2022
3	AB blower ducting from IPS to blower manifold	\$ 20,000	2021/2022
4	Skimmer troughs need to be replaced	waiting on quote	2021/2022
5	Digester Blowers replacement	\$ 33,000	2021/2022
6	Recycled Water preliminary design project and 30% design (assume 50-50 share?)	\$ 175,000	2021/2022
7	Updated Master Plan	\$ 150,000	2021/2022
8	Scada Upgrade	\$ 250,000	2022/2023
9	Replace & Relocate IPS control panel to Operations electrical room (address moisture issue)	\$ 50,000	2022/2023
10	Recycled Water Final Design, Update CDP, and Title 22 Report for first phase (assume 50-50 share?)	\$ 100,000	2022/2023
11	Recycled Water Construction for first phase	\$ 2,500,000	2022/2023
12	Integrated GIS system	\$ 200,000	2022/2023
13	Scan Easement Book and documents, surveyor draw easements in AutoCAD, and add to GIS	\$ 50,000	2022/2023
14	Recycled Water Construction for remaining phases	\$ 12,000,000	2025
15	Headworks upgrade to remove grease and silt (included in plant replacement)	\$ -	2030
16	Bigger chlorine contact basins (included in plant replacement)	\$ -	2030
17	Secondary Treatment Plant Replacement	\$ 16,000,000	2030

Buildings:

No.	Description	Estimated Cost	Estimated Start Year
1	Roof for Admin, Operations, and Board room building	\$ 65,000	2020/2021
2	Maintenance Gate controller with new keypads	waiting on quote	2021/2022
3	Remodel men's restroom in Maintenance Building (including design and permits)	\$ 35,000	2021/2022
4	HVAC system for admin, board room, and maintenance building	\$ 30,000	2021/2022
5	Admin Parking lot lighting		2021/2022
6	Main Gate replacement with motorized gate and keypads	waiting on quote	2021/2022
7	Video/webinar capabilities in Ex. Board room (speakers, screens, microphones)	\$ 10,000	2022/2023
8	Fix drainage issue or construct Maintenance Bldg drainage swale	\$ 25,000	2022/2023
9	Admin Bathroom		2022/2023
10	Replace equipment/vehicle carports and add solar	\$ 250,000	2023/2024

**Future CIP projects needed.xlsx
as of Apr 27, 2021**

FISCAL YEAR:

2020/2021
2021/2022
2022/2023
2023+

Equipment:

No.	Description	Estimated Cost	Estimated Start Year
1	Forklift purchase	35000	2021/2022
2	1991 John Deere tractor replacement	96,000	2021/2022
3	2013 Combination cleaner (VAC-CON) (10-year replacement)	459,000	2022/2023
4	1993 Water truck replacement		2023/2024

Collections:

No.	Description	Estimated Cost	Estimated Start Year
1	Caltrans HOV- Posilipo gravity main and force main relocation- design	\$ 100,000	2020/2021
2	Brooktree Road Sewer Main Replacement	\$ 10,000	2020/2021
3	Lilac and Oak Grove Sewer Main Extension Construction (assume 50% participation)	\$ 600,000	2021/2022
4	Ashley Road Pump Station Design	\$ 75,000	2021/2022
5	Ashley Road and E. Mountain Extension Construction (assume 50% participation)	\$ 900,000	2021/2022
6	Trunk mainline & Manholes lining rehab project		2021/2022
7	Sewer mainline lining rehab project: 14,692 ft = 2.77 mi		2021/2022
8	GPS manholes	\$ 48,000	2021/2022
9	Sewer mainline lining rehab project: 30,646 ft = 5.8 mi		2022/2023
10	CMMS - Computerized Maintenance Management Program		2022/2023
11	Manhole rehab project (Lining)		2022/2023
12	Caltrans HOV- Posilipo gravity main and force main relocation- construction	\$ 1,000,000	2022/2023
13	Sewer mainline lining rehab project: 35,606 ft = 6.74 mi		2023/2024
14	Sewer mainline lining rehab project: 20,878 ft = 3.95 mi		2025

Lift Stations:

No.	Description	Estimated Cost	Estimated Start Year
1	Channel Lift Station wet well access hatch project		2022/2023
1	Channel Lift Station force main replacement		2022/2023
1	Channel Lift Station By-pass valving		2022/2023
2	Eucalyptus Lift station upgrade project (install individual wet wells or rehabilitate station)		2023/2024
3	Bonnymede Lift Station electrical controls upgrade project (motor control center with remote monitoring installed at ground level)		2024/2025

5-year Budget Review Analysis.xlsx
5yr Budgets FY16-17 to 20-21

<u>Category</u>	<u>A/C No</u>	<u>DESCRIPTION</u>	<u>FY15-16</u>	<u>FY16-17</u>	<u>FY17-18</u>	<u>FY18-19</u>	<u>FY19-20</u>	<u>FY20-21</u>
Sal & Benefits	6100	Regular Salaries	\$ 1,550,000.00	\$ 1,725,000.00	\$ 1,805,000.00	\$ 1,906,700.00	\$ 1,980,000.00	\$ 2,053,829.00
Sal & Benefits	6105	Board Salaries	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00
Sal & Benefits	6108	Auto Allowance - GM	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
Sal & Benefits	6270	Standby Pay	\$ 75,000.00	\$ 35,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00
Sal & Benefits	6300	Overtime	\$ 20,000.00	\$ 45,000.00	\$ 35,000.00	\$ 35,000.00	\$ 25,000.00	\$ 20,000.00
Sal & Benefits	6400	CalPERS Contribution	\$ 294,000.00	\$ 340,000.00	\$ 350,000.00	\$ 425,000.00	\$ 450,000.00	\$ 500,000.00
Sal & Benefits	6500	FICA / Social Security Contribution	\$ 105,000.00	\$ 112,000.00	\$ 111,000.00	\$ 120,000.00	\$ 110,000.00	\$ 126,000.00
Sal & Benefits	6510	Medicare Contribution	\$ 25,000.00	\$ 26,000.00	\$ 27,000.00	\$ 28,000.00	\$ 28,000.00	\$ 30,000.00
Sal & Benefits	6520	Unemployment Tax - SUI	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,200.00	\$ 4,000.00
Sal & Benefits	6600	Group Medical Insurance	\$ 260,000.00	\$ 290,000.00	\$ 280,000.00	\$ 350,000.00	\$ 330,000.00	\$ 360,000.00
Sal & Benefits	6605	Retirement Medical Benefits	\$ 50,000.00	\$ 63,000.00	\$ 30,000.00	\$ 24,000.00	\$ 20,000.00	\$ 12,000.00
Sal & Benefits	6610	Life Insurance	\$ 6,000.00	\$ 7,000.00	\$ 5,200.00	\$ 6,200.00	\$ 6,100.00	\$ 7,000.00
Sal & Benefits	6615	Short / Long Term Disability	\$ 15,000.00	\$ 18,000.00	\$ 19,000.00	\$ 21,000.00	\$ 23,100.00	\$ 25,000.00
Sal & Benefits	6620	Worker's Compensation	\$ 40,000.00	\$ 43,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 50,000.00
Sal & Benefits	6640	Dental Insurance	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00	\$ 18,500.00	\$ 18,500.00	\$ 20,000.00
Sal & Benefits	6650	Uniform Allowance	\$ 9,000.00	\$ 9,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Insurance	7090	Pooled Liability Insurance	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 52,500.00	\$ 52,500.00	\$ 60,000.00
Insurance	7091	Property Insurance	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 11,500.00	\$ 11,500.00	\$ 13,000.00
Insurance	7093	Crime Policy	\$ 500.00	\$ 650.00	\$ 800.00	\$ 750.00	\$ 750.00	\$ 1,000.00
Insurance	7094	Public Entity Physical Damage	\$ 8,000.00	\$ 10,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00	\$ 9,000.00
Insurance	7110	New Employee Physicals/Expenses	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Maintenance & Repa	7121	Property Maintenance	\$ 65,000.00	\$ 65,000.00	\$ 60,000.00	\$ 60,000.00	\$ 45,000.00	\$ 30,000.00
Maintenance & Repa	7122	Vehicle Maintenance	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
Maintenance & Repa	7126	Coll - Equipment Rental	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Maintenance & Repa	7127	Coll - Safety Equipment	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Maintenance & Repa	7128	Coll - Tools & Equip	\$ 8,000.00	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -
Maintenance & Repa	7129	Lift Station Parts	\$ 35,000.00	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00
Maintenance & Repa	7133	VacCon Equipment / Repairs	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 15,000.00
Maintenance & Repa	7134	CCTV Equipment / Repairs	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Private Lateral Incen	7135	Private Lateral Replacement Incentive	\$ 40,000.00	\$ 120,000.00	\$ 75,000.00	\$ 75,000.00	\$ 50,000.00	\$ 50,000.00
Maintenance & Repa	7136	Miscellaneous Collection Tools/Supplies	\$ 4,000.00	\$ 6,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Maintenance & Repa	7150	Mechanical Maintenance	\$ 25,000.00	\$ 15,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00
Supplies & Goods	7200	General Operating Supplies	\$ 9,000.00	\$ 9,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Supplies & Goods	7201	Drinking, Bottled Water	\$ 1,500.00	\$ 1,500.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
Supplies & Goods	7202	Gloves	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00
Training & Travel	7205	Community & Employee Goodwill	\$ 6,000.00	\$ 7,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 3,000.00
Supplies & Goods	7220	Mailing / Shipping Expenses	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Services & Members	7430	Memberships	\$ 30,000.00	\$ 35,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 40,000.00
Supplies & Goods	7440	Miscellaneous Expenses	\$ 2,700.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Supplies & Goods	7450	Office Expenses	\$ 17,000.00	\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00
Services & Members	7454	Books / Subscriptions / Study Guides	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Services & Members	7456	Computer Hardware/Software/Licensing	\$ -	\$ 50,000.00	\$ 60,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Services & Members	7461	Prof Services - Legal	\$ 60,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Services & Members	7462	Prof Services - Accounting	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
Services & Members	7463	Prof Services - Engineering	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Services & Members	7464	Prof Services - Computer	\$ 50,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
Services & Members	7466	Prof Services - Human Resources	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00
Services & Members	7500	Customer Relations Expense	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 50,000.00
Services & Members	7506	Administrative Fees	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 22,000.00
Services & Members	7508	Collection/Treatment Fines	\$ 60,000.00	\$ 60,000.00	\$ 30,000.00	\$ 9,000.00	\$ -	\$ -

5-year Budget Review Analysis.xlsx
5yr Budgets FY16-17 to 20-21

<u>Category</u>	<u>A/C No</u>	<u>DESCRIPTION</u>	<u>FY15-16</u>	<u>FY16-17</u>	<u>FY17-18</u>	<u>FY18-19</u>	<u>FY19-20</u>	<u>FY20-21</u>
Services & Members	7510	Contracted Services/Labor	\$ 150,000.00	\$ 150,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
Services & Members	7530	Notices / Ads for Publication	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00
Supplies & Goods	7610	Furniture & Fixtures	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Regulatory Complian	7641	NPDES Permit Requirements - Lab	\$ 35,000.00	\$ 35,000.00	\$ 18,000.00	\$ 43,000.00	\$ 20,000.00	\$ 20,000.00
Regulatory Complian	7645	NPDES Permit Requirements - Operations	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
Regulatory Complian	7650	Election Expenses	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 5,000.00
Plant Equipment & C	7651	Analyzer Chemicals	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Plant Equipment & C	7652	Biosolids Disposal	\$ 70,000.00	\$ 60,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Plant Equipment & C	7653	Chemicals for Plant	\$ 220,000.00	\$ 220,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Plant Equipment & C	7654	Generator Servicing - Plant	\$ 2,500.00	\$ 2,500.00	\$ 8,500.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Plant Equipment & C	7655	Hazardous Materials Disposal	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Plant Equipment & C	7656	Plant Equipment Rental	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00
Plant Equipment & C	7657	Plant Maintenance Materials	\$ 100,000.00	\$ 100,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 50,000.00
Plant Equipment & C	7658	Plant Maintenance Projects	\$ 150,000.00	\$ 100,000.00	\$ 50,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00
Plant Equipment & C	7659	Plant Safety Expenses	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Plant Equipment & C	7661	Polymer	\$ 10,500.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Plant Equipment & C	7662	Small Tools/ Equipment - Plant	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Special Projects	7670	Special Projects	\$ 75,000.00	\$ 5,000.00	\$ 200,000.00	\$ 50,000.00	\$ 100,000.00	\$ 100,000.00
Laboratory	7700	Laboratory Consumables & Small Equipment	\$ 40,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00	\$ 28,000.00	\$ 28,000.00
Laboratory	7701	Laboratory Quality Assurance	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Laboratory	7702	Laboratory Equipment Maintenance	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00
Laboratory	7703	Contract Laboratory Analyses	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Regulatory Complian	7704	ELAP Accreditation	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Training & Travel	7722	Board Training/Conf. Registration	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00
Training & Travel	7723	Board Meetings/Travel Expenses	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 1,000.00
Training & Travel	7724	Staff Training/Conf. Registration	\$ 12,000.00	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 3,000.00
Training & Travel	7725	Staff Travel Expenses	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 1,000.00
Training & Travel	7726	Staff Certifications/Licenses	\$ 8,000.00	\$ 9,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
Training & Travel	7727	OSHA Required Training	\$ 12,000.00	\$ 8,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Training & Travel	7728	Safety Boot Allowance	\$ 2,700.00	\$ 3,200.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 4,000.00
Training & Travel	7731	Local Meeting Expenses	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00
Maintenance & Repa	7740	Fuel and Oil	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Utilities	7761	Water	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00
Utilities	7762	Natural Gas	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Utilities	7763	Electricity	\$ 200,000.00	\$ 170,000.00	\$ 170,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00
Utilities	7766	Trash & Recycling Service	\$ 9,000.00	\$ 7,000.00	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00
Utilities	7767	Telephone - Local & Long Distance	\$ 9,000.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Utilities	7768	Telephone - Cellular	\$ 8,500.00	\$ 11,000.00	\$ 13,000.00	\$ 15,500.00	\$ 12,000.00	\$ 12,000.00

5-year Budget Review Analysis.xlsx
5yr Budgets FY16-17 to 20-21

Category	A/C No	DESCRIPTION	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21
TOTAL O & M EXPENSES			\$ 4,451,000.00	\$ 4,613,450.00	\$ 4,596,850.00	\$ 4,657,000.00	\$ 4,675,000.00	\$ 4,815,179.00
				↑ 103.65%	↓ 99.64%	⇒ 101.31%	↓ 100.39%	↑ 103.00%

DEBT SERVICE PAYMENT(S)

2710	Debt Service Principal Payment - COP's	\$ 365,000.00	\$ 380,000.00	\$ 575,000.00	\$ 590,000.00	\$ 605,000.00	\$ 635,000.00	
7105	Debt Service Interest Payment - COP's	\$ 575,000.00	\$ 558,077.00	\$ 362,250.00	\$ 345,000.00	\$ 327,300.00	\$ 303,100.00	
DEBT SERVICE PAYMENT(S)		\$ 940,000.00	\$ 938,077.00	\$ 937,250.00	\$ 935,000.00	\$ 932,300.00	\$ 938,100.00	
O&M plus DEBT SVC PMTS:			5,391,000.00	5,551,527.00	5,534,100.00	5,592,000.00	5,607,300.00	5,753,279.00

CAPITAL IMPROVEMENTS BUDGET

CIP #1	1910	Scheduled and Emergency Replacements	\$ 60,000.00	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00	\$ 100,000.00	\$ 100,000.00
CIP #2	1910	Manhole Raising / Repair / Replacement	\$ 300,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 50,000.00	\$ 400,000.00
CIP #3	1910	Sewer Main Repair / Replacement/Relining	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 50,000.00	\$ 150,000.00
CIP #4	1910	Dissolved Air Floatation Thickner (DAFT) Replacement	\$ 800,000.00	\$ 800,000.00	\$ 700,000.00	\$ 700,000.00	\$ 475,000.00	\$ -
CIP #5		Aeration Air Header Replacement	\$ 550,000.00	\$ 550,000.00	\$ 470,000.00	\$ -	\$ -	\$ -
CIP #6		Miscellaneous Paving & Drainage Repairs	\$ 175,000.00	\$ 250,000.00	\$ 100,000.00	\$ -	\$ -	\$ -
CIP #7	1910	Essential Services Building Construction	\$ -	\$ 300,000.00	\$ 3,500,000.00	\$ 3,500,000.00	\$ 4,625,000.00	\$ 4,625,000.00
CIP #8 of FY17-18		Aeration Blowers & Motors	\$ 40,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ -	\$ -
CIP #8	1910	Sewer Main Extensions	\$ -	\$ -	\$ 500,000.00	\$ 565,000.00	\$ 300,000.00	\$ 600,000.00
CIP #9	1910	Recycled Water - Pilot Project	\$ -	\$ 18,000.00	\$ -	\$ 80,000.00	\$ 125,000.00	\$ 38,000.00
CIP #10	1910	Electric Carts	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -
CIP #11 of FY17-18	1910	Plant Compressor	\$ 555,000.00	\$ -	\$ 27,000.00	\$ -	\$ -	\$ -
CIP #11	1910	Recycled Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,190,000.00
CIP #12	1910	Collections Truck	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 36,000.00
CIP #13	1910	Electrical Rehabilitation Project	\$ 171,863.00	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00
TOTAL CAPITAL IMPROVEMENTS PROJ. BUDGET:			\$ 2,801,863.00	\$ 2,428,000.00	\$ 5,832,000.00	\$ 5,455,000.00	\$ 5,725,000.00	\$ 7,739,000.00
Anticipated CIP Project Expenditures in FY:					2,832,000.00	2,955,000.00		

TOTAL BUDGET O&M + DEBT SVC + CIP:	\$ 8,192,863.00	\$ 7,979,527.00	\$ 11,366,100.00	\$ 11,047,000.00	\$ 11,332,300.00	\$ 13,492,279.00
		↓ 97.40%	↑ 142.44%	↓ 97.19%	↓ 102.58%	⇒ 119.06%

