



EASTERN MUNICIPAL WATER DISTRICT

BIENNIAL BUDGET

FISCAL YEARS 2019-20 AND 2020-21

ADOPTED JUNE 19, 2019

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

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WASTEWATER COLLECTIONS DEPARTMENT 181

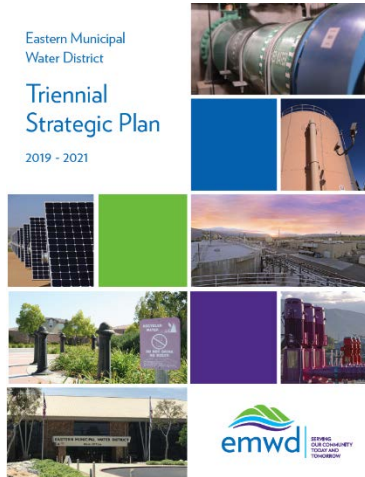


ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

STRATEGIC PLAN

On June 5, 2019 the Board of Directors adopted the Triennial Strategic Plan and Strategic Priorities for 2019-2021.

Mission, Vision, and Guiding Principles



Mission

To deliver value to our diverse customers and the communities we serve by providing safe, reliable, economical and environmentally sustainable water, wastewater and recycled water services.

Vision

To provide an exceptional level of customer and community service, exceeding the performance of any other public or private entity.

Guiding Principles

EMWD embraces excellence in all facets of our business:

- **Community:** We will be actively engaged in supporting prosperity, environmental values and public health in the communities we serve.
- **Innovation:** We will creatively seek to improve the services we provide.
- **Integrity:** We will be honest and ethical in all of our interactions.
- **Leadership:** We will take a proactive role in leading industry policies, practices and initiatives on behalf of our customers, employees and community.
- **Respect:** We will be considerate, aware and caring.
- **Responsibility:** We will be accountable for our conduct in serving our customers, employees and community.
- **Safety:** We will ensure the safety of our employees and the public, without compromise.
- **Transparency:** We will ensure the decisions and investments we make are clearly communicated and easily understood.

Strategic Goals and Objectives

Standards-Based Organization

With a clearly defined mission and vision, as well as guiding principles that define our conduct as an organization, EMWD is driven by standards to provide safe, reliable, economical and environmentally sustainable services. These standards of excellence are defined in the following strategic priorities:

- Highly Reliable Water, Wastewater and Recycled Water Service: Provide a safe, reliable and cost-effective water supply portfolio that is sustainable and achieves an optimum balance of water resources including imported water, surface water, groundwater, wastewater treatment, reuse and resource recovery.
- Protection of Public and Environmental Health: Ensure all water supplies protect the health and safety of the community and the environment and meet all regulatory requirements.
- Superior Customer Service: Consistently exceed customer expectations in all facets of EMWD's service.
- Sound Planning and Operational Efficiency: Deliver the highest quality products and services in a cost-effective and efficient manner by leveraging workforce, technology, and business partnerships to implement industry-leading processes and practices.
- Fiscal Responsibility and Appropriate Investment: Ensure financial stability and demonstrate responsible stewardship of public funds.
- Exemplary Employer: Be the employer of choice to attract and retain high performing employees by creating and sustaining a work culture that is safe and ethical, while promoting innovation, and providing opportunities for employee development and advancement.
- Effective Communication, Advocacy and Community Partnerships: Engage in mutually beneficial partnerships, communicate with clarity and purpose, and conduct constructive advocacy with Federal, State and local stakeholders.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Investment in Excellence

To achieve the District’s vision, and sustain the high standards of excellence, the District will make important investments.

For Fiscal Years 2019-20 and 2020-21, the District will make specific investments to sustain a standard of excellence and make progress towards achieving the District’s vision. A few highlights are reflected in the table below.

Standards of Excellence	FY 2020 & FY 2021 Budget Investment Highlights
Highly reliable water, recycled water and wastewater service	<ul style="list-style-type: none"> ◆ Investments to improve water, wastewater and recycled water supply reliability: <ul style="list-style-type: none"> ➢ Mountain Ave West Replenishment Basin (\$15M) CIP ➢ Wastewater plant improvements (\$10.4M) OFA ➢ Perris II desalter construction (\$40M) CIP ➢ Temecula Valley Recycled Water Pipeline Phase I (\$9M) CIP ➢ Engine/pumps lift stations maintenance (\$1M) OFA ➢ Well maintenance/storage tank coatings (\$3M) OFA
Protection of public and environmental health	<ul style="list-style-type: none"> ◆ Cyber security upgrades (\$4M) OFA ◆ SCADA PLC upgrades (\$2M) OFA ◆ Enterprise Microwave Data upgrade (\$2M) OFA ◆ Investments in lab equipment (\$1M) OFA
Superior customer service	<ul style="list-style-type: none"> ◆ Investments in customer service technology <ul style="list-style-type: none"> ➢ Customer Information System (CIS) and billing system replacement (\$18M) OFA ➢ Recycled Water Customer Portal
Sound planning and operational efficiency	<ul style="list-style-type: none"> ◆ Investments in energy independence <ul style="list-style-type: none"> ➢ Solar Renewable Energy Initiative Phase III (\$7M) CIP ◆ Investments in business process improvements <ul style="list-style-type: none"> ➢ Fleet vehicles (\$6M) OFA ➢ Information Technology upgrades (\$2M) OFA
Fiscal responsibility and appropriate investment	<ul style="list-style-type: none"> ◆ Pursue grants and external funding for CIP ◆ Information Technology enhancements (\$3M) OFA ◆ Invest in OPEB Trust to reduce liability
Exemplary employer	<ul style="list-style-type: none"> ◆ Succession Planning Initiative ◆ Work Environment Modernization ◆ HCM Benefits Module Update
Effective communication, advocacy and community partnerships	<ul style="list-style-type: none"> ◆ Partnering with Youth Ecology Corp and others ◆ Value of Tap Water Program



OPERATING BUDGET

EXECUTIVE SUMMARY

Staff has prepared a comprehensive biennial budget report, providing the Board and stakeholders a complete view of the District's financial condition. The budget process provides an opportunity to evaluate resources relative to the District's mission, values and beliefs, and strategic goals and objectives. Each department identified how their resources are deployed to achieve the District's strategic goals and objectives. The biennial budget for fiscal years 2019-20 and 2020-21 provide resources towards achieving the strategic standards of excellence of the District.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

REVENUES AND EXPENSES

Operating revenues and expenses are shown for water, wastewater, and recycled services for each of two fiscal year budgets.

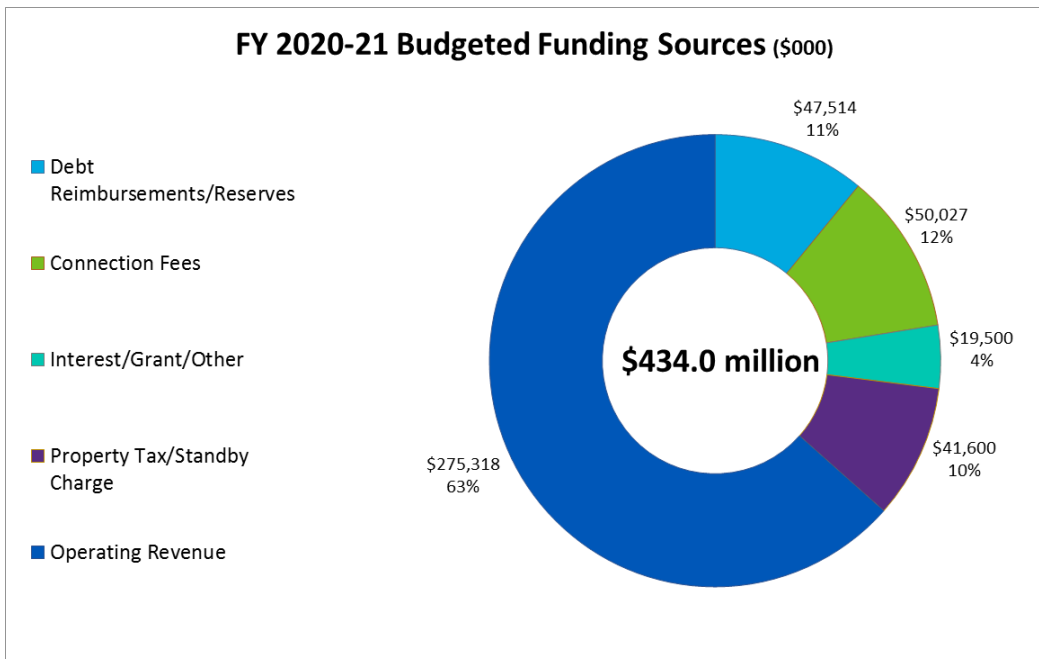
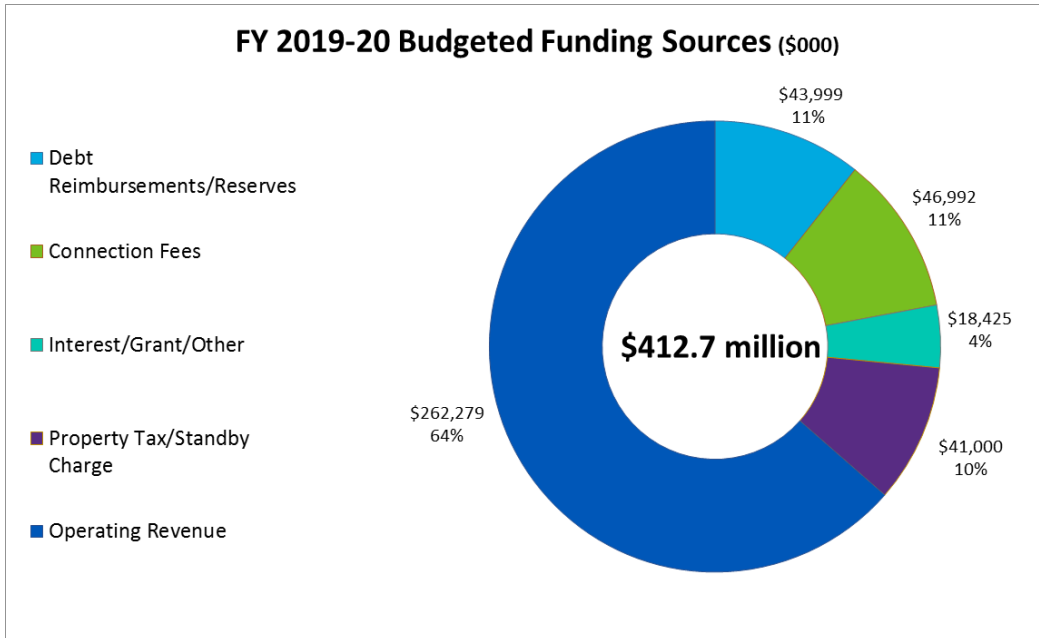
Category	FY 2017-18 Actual	FY 2018-19 Budget Update	FY 19 vs FY 18 % Change	FY 2019-20 Budget	FY 20 vs FY 19 % Change	FY 2020-21 Budget	FY 21 vs FY 20 % Change
Operating Revenue							
Water Service	\$ 135,428,866	\$ 132,697,300	-2.0%	\$ 149,295,035	12.5%	\$ 156,529,499	4.8%
Wastewater Service	96,049,786	97,023,600	1.0%	101,881,599	5.0%	107,000,416	5.0%
Recycled Service	11,730,671	10,480,900	-10.7%	11,102,177	5.9%	11,788,430	6.2%
Total Operating Revenue	\$ 243,209,323	\$ 240,201,800	-1.2%	\$ 262,278,811	9.2%	\$ 275,318,344	5.0%
Non-Operating Revenue							
Property Tax & Standby	\$ 42,064,242	\$ 37,937,900	-9.8%	\$ 41,000,000	8.1%	\$ 41,600,000	1.5%
Connection & Development Fees	48,050,405	44,229,200	-8.0%	46,992,000	6.2%	50,027,000	6.5%
Interest Income	8,181,973	7,539,500	-7.9%	11,925,000	58.2%	12,500,000	4.8%
Other Income/Grants	13,487,250	9,580,000	-29.0%	6,500,000	-32.2%	7,000,000	7.7%
Total Non-Operating Revenue	\$ 111,783,870	\$ 99,286,600	-11.2%	\$ 106,417,000	7.2%	\$ 111,127,000	4.4%
Total Revenues	\$ 354,993,194	\$ 339,488,400	-4.4%	\$ 368,695,811	8.6%	\$ 386,445,345	4.8%
Operating Expense							
Water Purchases	\$ 69,143,874	67,901,000	-1.8%	\$ 75,350,000	11.0%	\$ 78,021,000	3.5%
Water Operations	49,184,777	54,187,148	10.2%	56,430,491	4.1%	58,693,582	4.0%
Wastewater Operations	53,647,351	62,635,288	16.8%	64,146,909	2.4%	66,241,053	3.3%
Recycled Water Operations	6,417,615	6,811,848	6.1%	7,417,603	8.9%	7,696,340	3.8%
Total Operating Expense	\$ 178,393,617	\$ 191,535,284	7.4%	\$ 203,345,003	6.2%	\$ 210,651,975	3.6%
Operating Services	\$ 109,249,743	\$ 123,634,284	13.2%	\$ 127,995,003	3.5%	\$ 132,630,975	3.6%
Non-Operating Expense							
General & Administrative	\$ 22,948,647	\$ 26,267,594	14.5%	\$ 26,908,769	2.4%	\$ 28,087,320	4.4%
Miscellaneous Expense	222,822	1,000,000	348.8%	1,000,000	0.0%	1,000,000	0.0%
Special Projects & Studies	5,864,502	2,040,000	-65.2%	3,975,000	94.9%	5,425,000	36.5%
C.O.P./Bond Debt Expense	51,867,399	51,500,000	-0.7%	58,402,000	13.4%	59,851,000	2.5%
Total Non-Operating Expense	\$ 80,903,371	\$ 80,807,594	-0.1%	\$ 90,285,769	11.7%	\$ 94,363,320	4.5%
Other Commitments							
Other Post-Employment Benefits	18,524,700	13,524,700	-27.0%	18,000,000	33.1%	19,000,000	5.6%
Total Other Commitments	\$ 18,524,700	\$ 13,524,700	-27.0%	\$ 18,000,000	33.1%	\$ 19,000,000	5.6%
Total Expenses	\$ 277,821,688	\$ 285,867,578	2.9%	\$ 311,630,772	9.0%	\$ 324,015,295	4.0%
Net Operating Margin	\$ 77,171,506	\$ 53,620,822	-30.5%	\$ 57,065,039	6.4%	\$ 62,430,050	9.4%
Capital Commitments							
Operating Fixed Assets	\$ 22,971,224	\$ 33,959,489	47.8%	\$ 30,164,764	-11.2%	\$ 25,935,690	-14.0%
Capital Improvement Plan (CIP)	95,779,521	75,831,000	-20.8%	70,899,500	-6.5%	84,008,100	18.5%
Total Capital Commitments	\$ 118,750,745	\$ 109,790,489	-7.5%	\$ 101,064,264	-7.9%	\$ 109,943,790	8.8%
Less: Contribution from Net Operating Margin	\$ (77,171,506)	\$ (53,620,822)	-30.5%	\$ (57,065,039)	6.4%	\$ (62,430,050)	9.4%
Less: Contribution from Debt/Reserves	(41,579,238)	(56,169,667)	35.1%	(43,999,225)	-21.7%	(47,513,740)	8.0%
Net	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	0.0%
TOTAL EXPENDITURES	\$ 396,572,432	\$ 395,658,067	-0.2%	\$ 412,695,036	4.3%	\$ 433,959,085	5.2%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Sources of Funds

The total budgeted funding sources are estimated to be \$412.7 million for FY 2019-2020 and \$434.0 million for FY 2020-21, of which \$262.3 million (64 percent) in FY 2019-20 and \$275.3 million (63 percent) in FY 2020-21 are from operating revenue. Other significant funding sources include debt/reserves funding of \$44.0 million (11 percent) and \$47.5 million (11 percent), connection fees of \$47.0 million (11 percent) and \$50.0 million (12 percent), property taxes and standby charges of \$41.0 million (10 percent) and \$41.6 million (10 percent), and interest/grant/other funds of \$18.4 million (4 percent) and \$19.5 million (4 percent) in FY 2019-20 and FY 2020-21 respectively.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

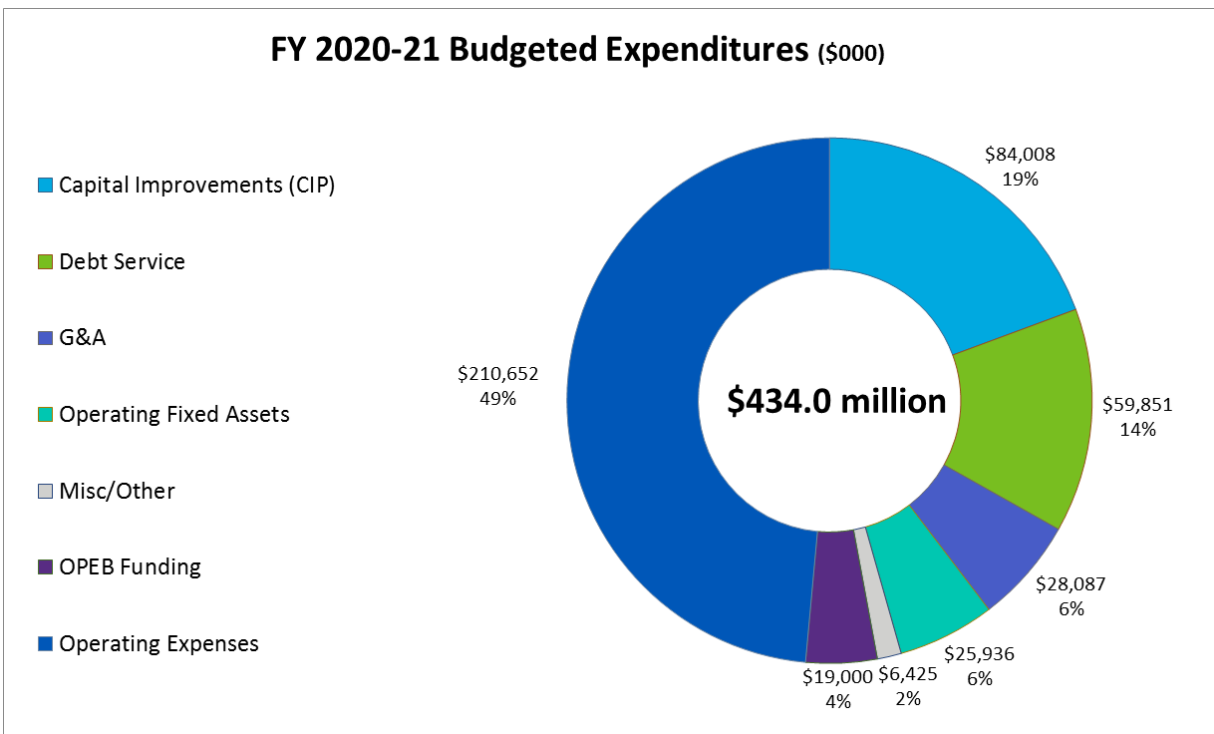
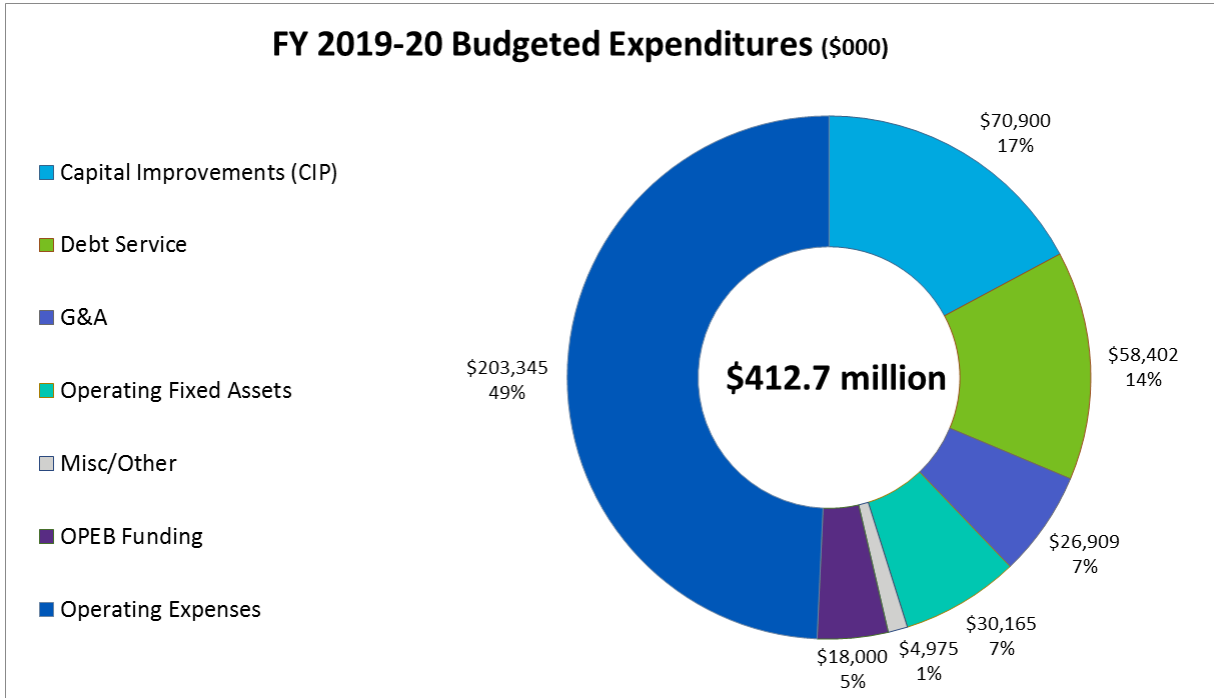
Total operating revenue is projected to increase by 9.2 percent in FY 2019-20 and 5.0 percent in FY 2020-21. Operating revenue requirements in FY 2019-20 include an assumed 12.5 percent increase in water service revenue, an assumed 5.0 percent increase in wastewater service revenue, and an assumed 5.9 percent increase in recycled water service revenue. Operating revenue requirements in FY 2020-21 include an assumed 4.8 percent increase in water service revenue, an assumed 5.0 percent increase in wastewater service revenue, and an assumed 6.2 percent increase in recycled water service revenue. Operating revenue adjustments are required in order to fund the operating and capital commitments that are necessary to support the strategic goals and objectives. Operating revenue adjustment assumptions for water service include an incremental additional fixed charge, representing both the daily service charge and the fixed capital charge of \$0.90 per month beginning both January 1, 2020 and January 1, 2021, and a 3.0 percent average annual commodity rate increase. Operating revenue adjustment assumptions for wastewater service include a 3.8 percent increase to the daily charge in both FY 2019-20 and FY 2020-21. Operating revenue adjustment assumptions for recycled water service include a 7.0 percent average annual commodity rate increase.

Property taxes and standby charges include an assumed 8.1 percent average annual increase for FY 2019-20 and 1.5 percent in FY 2020-21. Connection fee revenue is anticipated to increase by 6.2 percent in FY 2019-20 and 6.5 percent in FY 2020-21. Connection fee revenue includes a projected 3,010 new water connections and 3,450 new wastewater connections in FY 2019-20, and 3,160 new water connections and 3,540 new wastewater connections in FY 2020-21. Interest income, other income, and grant revenue are anticipated to increase by 7.6 percent in FY 2019-20 and 5.8 percent in FY 2020-21.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Uses of Funds

The total budgeted expenditures are estimated at \$412.7 million for FY 2019-20 and \$434.0 million for FY 2020-21 and include operating expenses, capital expenditures, debt service, and post-employment benefit (OPEB) funding.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Significant factors driving the budget include:

- (a) **Operating Expenses:** Operating expenditures, which include operating expenses for water, wastewater, and recycled services, are estimated to be \$203.3 million in FY 2019-20 and \$210.7 million in FY 2020-21, and are 49 percent of total expenditures in both FY 2019-20 and FY 2020-21. The purchase of treated and untreated water from The Metropolitan Water District of Southern California (MWD) is estimated at \$75.4 million in FY 2019-20 and \$78.0 million in FY 2020-21 and are over half of the cost of water service. Water purchase expenditures are estimated to increase by \$7.4 million (11.0 percent) in FY 2019-20 and \$2.7 million (3.5 percent) in FY 2020-21. The amount of water purchased from MWD is estimated to be 76,428 acre feet in FY 2019-20 and 77,128 acre feet in FY 2020-21, which is an increase of 4.8 percent and 0.9 percent, respectively. MWD rates overall are projected to increase effective 1/1/2020 and 1/1/2021 by 3.0% and 4.0% respectively. Energy rates are expected to rise during the year and energy demands are assumed to increase in-line with higher water deliveries.
- (b) **Capital Improvement Program (CIP) Expenditures:** The CIP is estimated to be \$70.9 million in FY 2019-20 and \$84.0 million in FY 2020-21, and are 17 percent and 20 percent of total expenditures in FY 2019-20 and FY 2020-21, respectively. The total five-year CIP for FY 2019-20 and FY 2020-21 through FY 2023-24 is \$398.3 million. The most significant projects in the FY 2019-20 and FY 2020-21 CIP are the Perris II desalter project, the Mountain Ave West Replenishment Basin project and the RWRP Blower Electrification project.
- (c) **Debt Service:** Debt service is projected to be \$58.4 million in FY 2019-20 and \$59.9 million in FY 2020-21. Debt service is anticipated to increase by \$6.9 million (13.4 percent) in FY 2019-20 and \$1.5 million (2.5 percent) in FY 2020-21. The District refunded various series of debt in FY 2016-17 which lowered debt service for the next several years.
- (d) **General and Administrative (G&A):** G&A expenditures are estimated to be \$26.9 million in FY 2019-20 and \$28.1 million in FY 2020-21. These expenditures represent the non-allocated administrative costs to support the strategic goals and objectives of the organization.
- (e) **Operating Fixed Assets (OFA):** Operating fixed assets includes needed maintenance, vehicle and equipment replacements, and information technology replacements and enhancements. These expenditures are estimated to be \$30.2 million in FY 2019-20 and \$25.9 million in FY 2020-21.
- (f) **Miscellaneous:** Miscellaneous expenditures include miscellaneous fees and charges and special resource development and conservation projects and studies. These expenditures are estimated to be \$5.0 million in FY 2019-20 and \$6.4 million in FY 2020-21.
- (g) **OPEB:** Other post-employment benefit expenditure includes the District's contribution to pay future retiree's post-employment benefits, which are primarily medical and life insurance expenses. The District formed an OPEB Trust in FY 2012-13 and pledged in accordance with Board Adopted Policy Principles to contribute the full Annual Required Contribution (ARC) as determined by actuarial analysis. Total OPEB contribution is estimated at \$18.0 million in FY 2019-20 and \$19 million in FY 2020-21. This includes the "pay as you go" components for retiree medical premiums, plus a remaining contribution amount to meet the full ARC, plus an additional \$5 million annual contribution in FY 2019-20 and FY 2020-21 to meet the District's fully funded OPEB objective.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SUMMARY OF WATER SERVICE EXPENSES

The water service expenses are estimated to be \$131.8 million in FY 2019-20 and \$136.7 million in FY 2020-21. Expenses include cost of water purchases, treatment, pumping, storage, energy, replenishment, support costs, and allocated G&A. The most significant water expense is purchased water, which is projected to be \$75.4 million in FY 2019-20 and \$78.0 million in FY 2020-21, and which is more than half the cost of water service.

Water Sales and Supply (Acre Feet or AF)

Estimated water sales are budgeted at 87,300 acre feet (AF) in FY 2019-20, and 88,100 AF in FY 2020-21. Mild growth in service connections will result in an increase in domestic retail commodity demand for the fiscal year, however, the growth in commodity sales will be partially offset by continued conservation seen within the District as California emerges from the drought. The District anticipates a greater supply of replenishment water due to snowpack conditions and additional available water allocations from the state and MWD.

MWD commodity purchases are projected to increase by 4.7 percent in FY 2019-20 and 0.9 percent in FY 2020-21. Water purchased from MWD for resale is budgeted at 73,900 AF for FY 2019-20 and 74,600 AF for FY 2020-21. Settlement water purchased from MWD for groundwater replenishment is budgeted at 2,528 AF for each of FY 2019-20 and FY 2020-21. Desalter production is estimated at 8,075 AF for both FY 2019-20 and FY 2020-21. Potable well production is estimated at 13,627 AF for each of FY 2019-20 and FY 2020-21. Recycled water supply is estimated to be 47,000 AF for each of FY 2019-20 and 48,000 AF for FY 2020-21.

Acre Feet (AF)	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Purchased - MWD Treated	52,784	42,100	50,800	48,200
Purchased - MWD Untreated	17,575	23,100	23,100	26,400
Purchased Replenishment	5,527	7,750	2,528	2,528
Desalter Production	6,562	8,500	8,075	8,075
Well Production	14,187	17,000	13,627	13,627
Recycled Water Supply ¹	47,000	40,000	47,000	48,000
Total	143,635	138,450	145,130	146,830

1. The Recycled Water Supply amounts for FY 2017-18 Actual, and Fys 2019-20, 2020-21 Budget do not consider 9,000 acre feet of expected groundwater percolation and evaporation.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Purchased Water Expense

The commodity volume is expected to increase in FY 2019-20 and FY 2020-21 due to increases in retail customer demand, wholesale customer demand, and accelerated replenishment activity. Increases in fixed and variable supply costs will also cause an increase in the cost of purchased water. The total amount of water purchased from MWD is estimated at 76,428 AF for FY 2019-20 and 77,128 AF for FY 2020-21. The amounts of purchased treated tier 1, untreated, and replenishment water for FY 2019-20 are 50,800 AF, 23,100 AF and 2,528 AF, respectively. The amounts of purchased treated tier 1, untreated, and replenishment water for FY 2020-21 are 48,200 AF, 26,400 AF and 2,528 AF, respectively. The purchased water expense is estimated based on MWD adopted rates, which will increase 3.0 percent effective January 1, 2020 and an assumed 4.0 percent rate increase effective January 1, 2021. The fixed charges from MWD include the capacity charge (CC) and the readiness-to-serve (RTS) charge. The projected purchased water cost is \$75.4 million for FY 2019-20 and \$78.0 million for FY 2020-21. The purchased water cost includes replenishment water cost of \$1.5 million for FY 2019-20 and \$1.6 million for FY 2020-21. The purchased water cost is estimated to increase by approximately \$7.4 million relative to the FY 2018-19 budget due to increased demand, increase supply cost, and lower well production.

MWD Charges	Estimated AF	Budget FY 2018-19		Estimated AF	Proposed FY 2019-20		Estimated AF	Proposed FY 2020-21	
		Avg. Rate	Dollars		Avg. Rate	Dollars		Avg. Rate	Dollars
Untreated Water	23,100	\$ 711	\$ 16,414,000	23,100	\$ 742	\$ 17,155,000	26,400	\$ 882	\$ 20,387,000
Tier 1 Treated Water	42,100	\$ 1,042	\$ 43,849,000	50,800	\$ 1,064	\$ 54,037,000	48,200	\$ 1,045	\$ 53,091,000
Tier 2 Treated Water	-	-	\$ -	-	-	\$ -	-	-	\$ -
Sub Totals	65,200	\$ 924	\$ 60,263,000	73,900	\$ 963	\$ 71,192,000	74,600	\$ 985	\$ 73,478,000
CC (Annual charge)		\$ 9,092	\$ 1,317,000		\$ 8,800	\$ 1,276,000		\$ 9,196	\$ 1,449,000
RTS (Annual charge)			\$ 7,670,000			\$ 6,814,000			\$ 7,083,000
Standby Credit (FY)			\$ (2,486,000)			\$ (2,236,000)			\$ (2,236,000)
Tunnel @ 11.80 AF/day		\$ 711	\$ (3,301,000)		\$ 742	\$ (3,200,000)		\$ 882	\$ (3,325,000)
Fixed Charges		\$ 49	\$ 3,200,000		\$ 36	\$ 2,654,000		\$ 40	\$ 2,971,000
Settlement Water	7,750	\$ 573	\$ 4,438,000	2,528	\$ 595	\$ 1,504,000	2,528	\$ 622	\$ 1,572,000
Total MWD Charges		\$ 1,041	\$ 67,901,000		\$ 1,020	\$ 75,350,000		\$ 1,046	\$ 78,021,000

Projected Annual Increase:	\$ 7,449,000	\$ 2,671,000
Projected Annual Increase (Excluding Settlement Water)	\$ 10,383,000	\$ 2,603,000

AF = Acre feet
 CC = Capacity Charge
 RTS = Readiness To Serve



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Water Service Expenses

Water service operating expenses are projected to be \$131.8 million in FY 2019-20 and \$136.7 million in FY 2020-21. This includes operating and maintenance (O&M) expense for treatment, transmission, storage, and distribution; system energy, support costs, and allocated G&A. Water system energy costs are expected to increase slightly in FY 2019-20 and increase by \$0.3 million in FY 2020-21.

Net operating revenue available to fund capital commitments and other obligations is projected to be \$17.5 million in FY 2019-20 and \$19.8 million in FY 2020-21.

Water Service							
	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
Water Revenues:							
Domestic Water	\$ 98,961,976	\$ 91,391,650	-7.6%	\$ 104,625,000	14.5%	\$ 108,698,000	3.9%
Domestic Demand	31,634,261	33,210,800	5.0%	35,464,880	6.8%	38,233,609	7.8%
Irrigation	4,751,760	8,006,350	68.5%	9,114,000	13.8%	9,504,000	4.3%
Irrigation Demand	80,869	88,500	9.4%	91,155	3.0%	93,890	3.0%
Total Water Revenues	\$ 135,428,866	\$ 132,697,300	-2.0%	\$ 149,295,035	12.5%	\$ 156,529,499	4.8%
Operating Costs:							
Purchased Water	\$ 65,846,363	\$ 67,901,000	3.1%	\$ 75,350,000	11.0%	\$ 78,021,000	3.5%
Groundwater Replen O&M	644,414	609,800	-5.4%	707,917	16.1%	724,417	2.3%
Operations & Maintenance	16,055,652	17,849,800	11.2%	19,535,413	9.4%	20,335,266	4.1%
Energy	6,795,277	7,403,100	8.9%	7,436,035	0.4%	7,729,356	3.9%
Allocated Support Costs	20,706,843	23,096,500	11.5%	23,881,934	3.4%	24,850,322	4.1%
Gen & Admin Allocation	4,982,589	4,624,100	-7.2%	4,869,192	5.3%	5,054,221	3.8%
Total Operating Costs	\$ 115,031,139	\$ 121,484,300	5.6%	\$ 131,780,491	8.5%	\$ 136,714,582	3.7%
Total Operating Services	\$ 49,184,776	\$ 53,583,300	8.9%	\$ 56,430,491	5.3%	\$ 58,693,582	4.0%
Net Operating Revenue to Fund Capital Commitments & Other Obligations	\$ 20,397,727	\$ 11,213,000	-45.0%	\$ 17,514,544	56.2%	\$ 19,814,917	13.1%

The following table is a detailed breakdown of the Water Service operating costs.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER SERVICE OPERATING COSTS BY ACCOUNT							
	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
51115 - UNTREATED MWD PURCHASES	\$ 11,997,555	\$ 16,414,000	36.8%	\$ 17,155,000	4.5%	\$ 20,387,000	18.8%
51120 - TREATED MWD PURCHASES	52,388,610	43,849,000	-16.3%	54,037,000	23.2%	53,091,000	-1.8%
51121 - AF ESCA CONTRA EXPENSE FOR MET TREATED WATER	(1,570,663)	-	-100.0%	-	0.0%	-	0.0%
51125 - TIER 2 SURCHARGE	-	-	0.0%	-	0.0%	-	0.0%
51130 - MWD CONNECTION MAINT CHARGE	1,412,217	1,317,000	-6.7%	1,276,000	-3.1%	1,449,000	13.6%
51135 - MWD RTS CHARGE	5,242,441	5,184,000	-1.1%	4,578,000	-11.7%	4,847,000	5.9%
51136 - CONTRA RCWD RTS CHARGE	(1,482,295)	-	-100.0%	-	0.0%	-	0.0%
51150 - PURCHASED WELL WATER/OTHER	69,392	-	-100.0%	-	0.0%	-	0.0%
51170 - HSJ WELL WATER	801,392	-	-100.0%	-	0.0%	-	0.0%
51240 - GROUNDWATER STORAGE PROG	69,547	4,438,000	6281.3%	1,504,000	-66.1%	1,572,000	4.5%
51635 - SEEPAGE CREDIT-MWD	(3,081,834)	(3,301,000)	7.1%	(3,200,000)	-3.1%	(3,325,000)	3.9%
51000:51999 - PURCHASED WATER COST	\$ 65,846,363	\$ 67,901,000	3.1%	\$ 75,350,000	11.0%	\$ 78,021,000	3.5%
53150 - DIRECT LABOR	9,349,815	11,225,672	20.1%	12,248,699	9.1%	12,801,532	4.5%
53151 - ENGINEERING LABOR	612	-	-100.0%	-	0.0%	-	0.0%
53156 - SPECIFICATION LABOR	153	-	-100.0%	-	0.0%	-	0.0%
53157 - INSPECTION LABOR	21,703	42,000	93.5%	28,700	-31.7%	28,800	0.3%
53160 - HAZMAT RESPONSE LABOR	114	-	-100.0%	-	0.0%	-	0.0%
53198 - LIGHT DUTY ASSIGNMENT	-	-	0.0%	1,200	100.0%	1,200	0.0%
53550 - STANDBY LABOR	35,439	42,010	18.5%	36,900	-12.2%	37,800	2.4%
53000:53999 - DIRECT LABOR	\$ 9,407,836	\$ 11,309,682	20.2%	\$ 12,315,499	8.9%	\$ 12,869,332	4.5%
54120 - DIRECT MATERIALS	1,198,964	1,218,680	1.6%	1,291,590	6.0%	1,322,976	2.4%
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	-	0.0%	-	0.0%	-	0.0%
54122 - ELECTRONIC/COMPUTER EQUIP & SOFTWARE	-	500	100.0%	1,200	140.0%	1,200	0.0%
54124 - SAFETY SUPPLIES & SAFETY TOOLS	2,870	9,220	221.3%	8,300	-10.0%	8,300	0.0%
54126 - REPLACEMENT COMPUTER WORKSTATIONS	-	1,500	100.0%	-	-100.0%	-	0.0%
54140 - INVENTORY MATERIALS	1,747,259	1,917,300	9.7%	1,971,945	2.9%	2,013,866	2.1%
54242 - CHEMICALS	661,959	1,098,000	65.9%	1,080,100	-1.6%	1,171,263	8.4%
54244 - OIL & LUBRICANTS	97,116	91,500	-5.8%	97,900	7.0%	100,200	2.3%
54246 - DIESEL	-	-	0.0%	-	0.0%	-	0.0%
54249 - DISINFECTION CHEMICALS (CHLORINE/SODIUM HYPOCHLORITE)	3,289	5,700	73.3%	5,800	1.8%	5,800	0.0%
54446 - TOOLS	174	-	-100.0%	-	0.0%	-	0.0%
54000:54999 - MATERIALS & SUPPLIES	\$ 3,711,631	\$ 4,342,400	17.0%	\$ 4,456,835	2.6%	\$ 4,623,605	3.7%
55170 - ELECTRIC POWER	6,238,812	6,830,100	9.5%	6,781,735	-0.7%	7,070,202	4.3%
55175 - ENERGY CREDITS	(167,010)	(288,000)	72.4%	(123,500)	-57.1%	(123,500)	0.0%
55271 - NATURAL GAS	723,476	861,000	19.0%	777,800	-9.7%	782,654	0.6%
55170:55271 - ENERGY	\$ 6,795,277	\$ 7,403,100	8.9%	\$ 7,436,035	0.4%	\$ 7,729,356	3.9%
55373 - TELEPHONE	7,260	6,700	-7.7%	6,800	1.5%	6,900	1.5%
55472 - OTHER UTILITIES	115,013	110,360	-4.0%	102,850	-6.8%	104,250	1.4%
55373:55472 - OTHER UTILITIES	\$ 122,272	\$ 117,060	-4.3%	\$ 109,650	-6.3%	\$ 111,150	1.4%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER SERVICE OPERATING COSTS BY ACCOUNT							
	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
56160 - OUTSIDE SERVICES	1,327,163	1,253,210	-5.6%	1,563,946	24.8%	1,738,057	11.1%
56161 - TEMPORARY SERVICES	-	-	0.0%	-	0.0%	-	0.0%
56164 - SAWPA FEES VOLUMETRIC	995,098	925,000	-7.0%	1,165,300	26.0%	1,194,900	2.5%
56165 - SAWPA FEES FIXED	905,157	872,000	-3.7%	1,008,400	15.6%	1,043,700	3.5%
56166 - SAWPA FEES TSS&BOD	56,018	141,000	151.7%	54,700	-61.2%	56,500	3.3%
56177 - REPAIRS-OTHER	139,177	82,210	-40.9%	103,900	26.4%	103,865	0.0%
56178 - MAJOR MAINTENANCE & REPAIR-PLANNED PM	-	165,000	0.0%	7,500	-95.5%	8,000	6.7%
56179 - MAJOR MAINTENANCE & REPAIR-UNPLANNED	62,474	320,000	412.2%	326,720	2.1%	333,672	2.1%
56180 - JANITORIAL SERVICES	7,107	6,500	-8.5%	7,100	9.2%	7,400	4.2%
56181 - REFUSE & WASTE HAULING	44,333	46,030	3.8%	47,500	3.2%	49,075	3.3%
56266 - CONSULTANTS-OTHER	-	20,000	0.0%	-	-100.0%	-	0.0%
56267 - CONSULTANTS-ENGINEERING	900	-	-100.0%	-	0.0%	-	0.0%
56268 - SAFETY CONSULTANTS	-	-	0.0%	-	0.0%	-	0.0%
56430 - AIR QUALITY COMPLIANCE COSTS	207,469	190,000	-8.4%	190,000	0.0%	190,000	0.0%
56434 - TESTS-OUTSIDE LAB	58,065	41,000	-29.4%	160,700	292.0%	52,000	-67.6%
56463 - TESTS-EMWD LAB	-	200	100.0%	200	0.0%	200	0.0%
56768 - OUTSIDE PERMIT FEES	303,832	155,900	-48.7%	332,419	113.2%	337,119	1.4%
56769 - PENALTIES & FINES	7,425	-	-100.0%	-	0.0%	-	0.0%
56770 - SCAQMD FEES	37,080	39,000	5.2%	42,000	7.7%	42,000	0.0%
56775 - TAXES/ASSESSMENTS	235,666	415,100	76.1%	390,100	-6.0%	420,100	7.7%
56000:57000 - OUTSIDE SERVICES	\$ 4,386,963	\$ 4,672,150	6.5%	\$ 5,400,485	15.6%	\$ 5,576,588	3.3%
57130 - OUTSIDE EQUIPMENT	266,075	187,000	-29.7%	197,000	5.3%	197,300	0.2%
57133 - MAINTENANCE CONTRACTS	244,026	269,890	10.6%	286,550	6.2%	303,275	5.8%
57135 - CLOUD SERVICE SUBSCRIPTIONS	-	330	100.0%	330	0.0%	330	0.0%
57235 - EQUIPMENT RENTAL	816,500	711,530	-12.9%	448,800	-36.9%	462,000	2.9%
57100:57400 - RENTS & LEASES	\$ 1,326,601	\$ 1,168,750	-11.9%	\$ 932,680	-20.2%	\$ 962,905	3.2%
57500 - INTERFUND TRANSFERS	-	(51,000)	0.0%	-	-100.0%	-	0.0%
57500:57500 - INTERFUND TRANSFERS	\$ -	\$ (51,000)	0.0%	\$ -	-100.0%	\$ -	0.0%
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	5,595	15,460	176.3%	7,100	-54.1%	7,140	0.6%
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 5,595	\$ 15,460	176.3%	\$ 7,100	-54.1%	\$ 7,140	0.6%
59086 - DEPT CREDITS-MISC	(489,910)	(675,000)	37.8%	(500,000)	-25.9%	(500,000)	0.0%
59000:59099 - DEPARTMENT CREDITS	\$ (489,910)	\$ (675,000)	37.8%	\$ (500,000)	-25.9%	\$ (500,000)	0.0%
59171 - CNSRV,MTRS,WTROPS PROD ALLOC	2,578,307	2,724,900	5.7%	3,169,486	16.3%	3,259,124	2.8%
59174 - WASTEWATER COLLECTION SERVICE ALLOC	26,228	29,240	11.5%	31,891	9.1%	33,124	3.9%
59175 - REGULATORY COMPLIANCE ALLOC	570,765	511,490	-10.4%	697,675	36.4%	750,849	7.6%
59176 - SOURCE CONTROL ALLOC	2,980	3,321	11.4%	3,330	0.3%	3,852	15.7%
59177 - MAINTENANCE SERVICES ALLOC	205,590	170,016	-17.3%	204,698	20.4%	215,878	5.5%
59178 - ELECTRICAL SERVICES ALLOC	465,293	491,280	5.6%	557,325	13.4%	580,752	4.2%
59179 - ASSET & FACILITIES MGMT ALLOC	762,045	771,480	1.2%	858,193	11.2%	895,289	4.3%
59180 - WATER OPS DISTRIBUTION ALLOC	486,180	584,600	20.2%	611,124	4.5%	636,944	4.2%
59181 - WATER OPS SPC SVCS ALLOC	-	-	0.0%	-	0.0%	-	0.0%
59183 - MAPS & RECORDS ALLOC	1,834,694	1,988,125	8.4%	2,410,186	21.2%	2,514,204	4.3%
59185 - FIELD SVCS CONSTRUCTION ALLOC	805,429	872,270	8.3%	906,520	3.9%	928,352	2.4%
59186 - CUSTOMER SERVICE ALLOCATION	6,674,433	7,432,655	11.4%	6,505,510	-12.5%	6,754,787	3.8%
59187 - NEW BUSINESS ALLOCATION	1,349,365	1,497,950	11.0%	1,668,521	11.4%	1,734,858	4.0%
59188 - LABORATORY ALLOCATION	595,649	834,301	40.1%	742,438	-11.0%	792,836	6.8%
59192 - WATER OPS CENTRAL CONTROL ALLOC	1,180,983	1,287,120	9.0%	1,437,166	11.7%	1,508,461	5.0%
59193 - WATER OPS ADMIN ALLOC	345,610	352,100	1.9%	465,761	32.3%	490,223	5.3%
59194 - MECHANICAL SVCS ALLOC	1,052,372	1,105,750	5.1%	1,133,191	2.5%	1,159,752	2.3%
59196 - GEN & ADMIN ALLOCATION	4,982,589	4,624,100	-7.2%	4,869,192	5.3%	5,054,221	3.8%
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 23,918,511	\$ 25,280,698	5.7%	\$ 26,272,207	3.9%	\$ 27,313,506	4.0%
TOTAL WATER SERVICE OPERATING COSTS	\$ 115,031,139	\$ 121,484,300	5.6%	\$ 131,780,491	8.5%	\$ 136,714,582	3.7%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SUMMARY OF WASTEWATER SERVICE EXPENSES

The wastewater service expenses are projected to be \$64.1 million in FY 2019-20 and \$66.2 million in FY 2020-21. This includes operating and maintenance (O&M) expense for collection systems, treatment, disposal, system energy, support costs, allocated G&A, and recycled water expenses. Wastewater system energy costs are expected to decrease by \$0.4 million in FY 2019-20 and increase slightly in FY 2020-21. The implementation of four one-megawatt solar power generation facilities each located at a wastewater treatment plant contributes to the reduced cost. Wastewater treatment costs are anticipated to increase in part due to the conversion of disinfection chemical usage from chlorine to safer hypochlorite products.

Net operating revenue available to fund capital commitments and other obligations is projected to be \$37.7 million in FY 2019-20 and \$40.8 million in FY 2020-21.

Wastewater Service							
	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
Wastewater Revenues:							
Wastewater Service	\$ 66,785,896	\$ 66,280,200	-0.8%	\$ 69,677,174	5.1%	\$ 73,260,394	5.1%
Outside Wastewater Collections	28,185,182	30,113,400	6.8%	31,550,485	4.8%	33,061,232	4.8%
Dump Stations	1,078,708	630,000	-41.6%	653,940	3.8%	678,790	3.8%
Total Wastewater Revenues	\$ 96,049,786	\$ 97,023,600	1.0%	\$ 101,881,599	5.0%	\$ 107,000,416	5.0%
Operating Costs:							
Recycled Disposal	\$ 2,701,844	\$ 2,925,000	8.3%	\$ 3,071,300	5.0%	\$ 3,224,900	5.0%
Collect/Lift	4,741,506	5,550,300	17.1%	5,340,492	-3.8%	5,531,033	3.6%
Treatment	20,068,885	25,350,800	26.3%	26,587,928	4.9%	27,030,883	1.7%
Energy	3,983,362	5,392,200	35.4%	4,960,286	-8.0%	4,980,895	0.4%
Sludge Hauling	2,056,280	2,090,700	1.7%	2,310,000	10.5%	2,564,000	11.0%
Allocated Support Costs	11,259,975	12,075,600	7.2%	12,833,505	6.3%	13,522,294	5.4%
Gen & Admin Allocation	8,835,499	8,588,200	-2.8%	9,043,398	5.3%	9,387,048	3.8%
Total Operating Costs	\$ 53,647,351	\$ 61,972,800	15.5%	\$ 64,146,909	3.5%	\$ 66,241,053	3.3%
Net Operating Revenue to Fund Capital Commitments & Other Obligations	\$ 42,402,435	\$ 35,050,800	-0.2%	\$ 37,734,690	7.7%	\$ 40,759,363	8.0%

The following table is a detailed breakdown of the Wastewater Service operating costs.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WASTEWATER SERVICE OPERATING COSTS BY ACCOUNT							
ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
53150 - DIRECT LABOR	\$ 14,078,958	\$ 16,816,678	19.4%	\$ 18,098,583	7.6%	\$ 18,915,444	4.5%
53151 - ENGINEERING LABOR	741	-	-100.0%	-	0.0%	-	0.0%
53156 - SPECIFICATION LABOR	81	-	-100.0%	-	0.0%	-	0.0%
53157 - INSPECTION LABOR	9,034	5,100	-43.5%	-	-100.0%	-	0.0%
53160 - HAZMAT RESPONSE LABOR	5,600	-	-100.0%	-	0.0%	-	0.0%
53198 - LIGHT DUTY ASSIGNMENT	143,030	-	-100.0%	-	0.0%	-	0.0%
53550 - STANDBY LABOR	31,071	49,100	58.0%	-	-100.0%	-	0.0%
53000:53999 - DIRECT LABOR	\$ 14,268,516	\$ 16,870,878	18.2%	\$ 18,098,583	7.3%	\$ 18,915,444	4.5%
54120 - DIRECT MATERIALS	2,019,279	1,885,599	-6.6%	1,880,620	-0.3%	1,726,990	-8.2%
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	2,125	3,500	64.7%	7,830	123.7%	6,090	-22.2%
54122 - ELECTRONIC/COMPUTER EQUIP & SOFTWARE	2,208	7,000	217.0%	6,500	-7.1%	5,500	-15.4%
54124 - SAFETY SUPPLIES & SAFETY TOOLS	65,541	93,320	42.4%	67,600	-27.6%	67,000	-0.9%
54125 - NEW COMPUTER WORKSTATIONS	-	600	100.0%	-	-100.0%	-	0.0%
54126 - REPLACEMENT COMPUTER WORKSTATIONS	-	1,500	100.0%	-	-100.0%	-	0.0%
54140 - INVENTORY MATERIALS	372,523	361,172	-3.0%	386,697	7.1%	375,275	-3.0%
54242 - CHEMICALS	2,673,319	3,046,196	13.9%	4,051,000	33.0%	4,434,000	9.5%
54244 - OIL & LUBRICANTS	81,127	65,700	-19.0%	120,900	84.0%	106,600	-11.8%
54246 - DIESEL	-	-	0.0%	-	0.0%	-	0.0%
54247 - NATURAL GAS/PROPANE	1,350	-	-100.0%	-	0.0%	-	0.0%
54249 - DISINFECTION CHEMICALS (CHLORINE/SODIUM HYPOCHLORITE)	898,253	3,122,000	247.6%	1,998,000	-36.0%	2,190,000	9.6%
54446 - TOOLS	40,697	35,850	-11.9%	43,900	22.5%	34,400	-21.6%
54000:54999 - MATERIALS & SUPPLIES	\$ 6,156,422	\$ 8,622,437	40.1%	\$ 8,563,047	-0.7%	\$ 8,945,855	4.5%
55170 - ELECTRIC POWER	4,069,018	5,099,780	25.3%	5,398,578	5.9%	5,550,780	2.8%
55175 - ENERGY CREDITS	(1,282,690)	(1,068,080)	-16.7%	(1,342,750)	25.7%	(1,342,750)	0.0%
55271 - NATURAL GAS	1,197,033	1,360,500	13.7%	904,458	-33.5%	772,865	-14.5%
55170:55271 - ENERGY	\$ 3,983,362	\$ 5,392,200	35.4%	\$ 4,960,286	-8.0%	\$ 4,980,895	0.4%
55373 - TELEPHONE	25,169	28,033	11.4%	28,400	1.3%	28,500	0.4%
55472 - OTHER UTILITIES	183,131	166,340	-9.2%	188,100	13.1%	188,600	0.3%
55373:55472 - OTHER UTILITIES	\$ 208,299	\$ 194,373	-6.7%	\$ 216,500	11.4%	\$ 217,100	0.3%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WASTEWATER SERVICE OPERATING COSTS BY ACCOUNT							
ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
56160 - OUTSIDE SERVICES	1,218,792	1,639,021	34.5%	2,135,754	30.3%	2,186,070	2.4%
56161 - TEMPORARY SERVICES	728	-	-100.0%	-	0.0%	-	0.0%
56177 - REPAIRS-OTHER	286,278	223,000	-22.1%	253,000	13.5%	254,400	0.6%
56178 - MAJOR MAINTENANCE & REPAIR-PLANNED PM	(6)	510,500	100.0%	15,000	-97.1%	15,000	0.0%
56179 - MAJOR MAINTENANCE & REPAIR-UNPLANNED	297,615	207,400	-30.3%	53,500	-74.2%	53,500	0.0%
56180 - JANITORIAL SERVICES	26,657	25,540	-4.2%	28,340	11.0%	29,600	4.4%
56181 - REFUSE & WASTE HAULING	2,266,694	2,407,222	6.2%	2,801,000	16.4%	2,841,700	1.5%
56227 - NETWORK SERVICES	-	-	0.0%	-	0.0%	-	0.0%
56266 - CONSULTANTS-OTHER	8,481	12,550	48.0%	8,500	-32.3%	8,500	0.0%
56268 - SAFETY CONSULTANTS	-	6,000	100.0%	3,000	-50.0%	3,000	0.0%
56430 - AIR QUALITY COMPLIANCE COSTS	113,478	92,400	-18.6%	92,600	0.2%	92,800	0.2%
56434 - TESTS-OUTSIDE LAB	48,620	86,970	78.9%	404,000	364.5%	56,000	-86.1%
56463 - TESTS-EMWD LAB	-	-	0.0%	-	0.0%	-	0.0%
56768 - OUTSIDE PERMIT FEES	141,027	155,867	10.5%	154,889	-0.6%	161,239	4.1%
56769 - PENALTIES & FINES	3,568	-	-100.0%	-	0.0%	-	0.0%
56770 - SCAQMD FEES	189,466	159,100	-16.0%	216,400	36.0%	152,050	-29.7%
56775 - TAXES/ASSESSMENTS	14,678	14,900	1.5%	15,000	0.7%	15,000	0.0%
56000:57000 - OUTSIDE SERVICES	\$ 4,616,077	\$ 5,540,470	20.0%	\$ 6,180,983	11.6%	\$ 5,868,859	-5.0%
57130 - OUTSIDE EQUIPMENT	111,487	116,220	4.2%	121,500	4.5%	121,600	0.1%
57133 - MAINTENANCE CONTRACTS	930,795	1,051,654	13.0%	1,023,550	-2.7%	1,037,850	1.4%
57134 - SOFTWARE LICENSE & SUPPORT	-	13,000	100.0%	6,000	-53.8%	6,000	0.0%
57235 - EQUIPMENT RENTAL	1,536,463	1,569,893	2.2%	1,054,400	-32.8%	1,085,000	2.9%
57237 - WORK CLOTHES RENTAL	587	3,500	495.9%	-	-100.0%	-	0.0%
57100:57400 - RENTS & LEASES	\$ 2,579,332	\$ 2,754,267	6.8%	\$ 2,205,450	-19.9%	\$ 2,250,450	2.0%
57500 - INTERFUND TRANSFERS	2,701,844	2,925,040	8.3%	3,071,300	5.0%	3,224,900	5.0%
57500:57500 - INTERFUND TRANSFERS	\$ 2,701,844	\$ 2,925,040	8.3%	\$ 3,071,300	5.0%	\$ 3,224,900	5.0%
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	598	612	2.4%	4,000	553.6%	4,000	0.0%
58163 - DUES & MEMBERSHIP FEES	180	-	-100.0%	-	0.0%	-	0.0%
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 778	\$ 612	-21.3%	\$ 4,000	553.6%	\$ 4,000	0.0%
59174 - WASTEWATER COLLECTION SERVICE ALLOC	650,139	672,520	3.4%	733,483	9.1%	761,825	3.9%
59175 - REGULATORY COMPLIANCE ALLOC	896,917	803,769	-10.4%	1,096,345	36.4%	1,179,906	7.6%
59176 - SOURCE CONTROL ALLOC	741,996	826,879	11.4%	829,125	0.3%	959,269	15.7%
59177 - MAINTENANCE SERVICES ALLOC	205,590	170,016	-17.3%	204,698	20.4%	215,877	5.5%
59178 - ELECTRICAL SERVICES ALLOC	465,293	491,280	5.6%	557,326	13.4%	580,751	4.2%
59179 - ASSET & FACILITIES MGMT ALLOC	254,015	257,160	1.2%	286,065	11.2%	298,429	4.3%
59183 - MAPS & RECORDS ALLOC	1,387,449	1,503,275	8.3%	1,828,619	21.6%	1,907,433	4.3%
59185 - FIELD SVCS CONSTRUCTION ALLOC	47,378	51,310	8.3%	53,326	3.9%	54,609	2.4%
59186 - CUSTOMER SERVICE ALLOCATION	1,177,841	1,311,645	11.4%	1,148,031	-12.5%	1,192,021	3.8%
59187 - NEW BUSINESS ALLOCATION	1,079,492	1,198,360	11.0%	1,334,816	11.4%	1,387,886	4.0%
59188 - LABORATORY ALLOCATION	1,061,376	1,486,624	40.1%	1,322,936	-11.0%	1,412,739	6.8%
59189 - SEWER OPS & ADMIN ALLOC	1,002,585	893,900	-10.8%	896,777	0.3%	929,701	3.7%
59192 - WATER OPS CENTRAL CONTROL ALLOC	590,492	643,560	9.0%	718,582	11.7%	754,230	5.0%
59194 - MECHANICAL SVCS ALLOC	736,660	774,025	5.1%	793,233	2.5%	811,826	2.3%
59196 - GEN & ADMIN ALLOCATION	8,835,499	8,588,200	-2.8%	9,043,398	5.3%	9,387,048	3.8%
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 19,132,722	\$ 19,672,523	2.8%	\$ 20,846,760	6.0%	\$ 21,833,550	4.7%
TOTAL WASTEWATER SERVICE OPERATING COSTS	\$ 53,647,351	\$ 61,972,800	15.5%	\$ 64,146,909	3.5%	\$ 66,241,053	3.3%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SUMMARY OF RECYCLED WATER SERVICE EXPENSES

The recycled water service expenses are projected to be \$7.4 million in FY 2019-20 and \$7.7 million in FY 2020-21. This includes operating and maintenance (O&M) expense for transmission systems, pumping facilities, storage, system energy, and support costs. Recycled system energy costs are expected to increase 11.4% in FY 2019-20 and 3.0% FY 2020-21.

Net operating revenue available to fund capital commitments and other obligations is projected to be \$3.7 million in FY 2019-20 and \$4.1 million in FY 2020-21.

Recycled Water Service							
	FY 17-18	FY 18-19	FY 18 vs FY 19	FY 19-20	FY 20 vs FY 19	FY 20-21	FY 21 vs FY 20
Recycled Water Revenues:	Actual	Budget	% Change	Budget	% Change	Budget	% Change
Recycled Sales	\$ 8,122,579	\$ 6,650,400	-18.1%	\$ 7,115,928	7.0%	\$ 7,614,043	7.0%
Recycled Demand	435,554	326,700	-25.0%	349,569	7.0%	374,039	7.0%
Recovery Projects	470,695	578,800	23.0%	636,680	10.0%	700,348	10.0%
From Wastewater Customers	2,701,844	2,925,000	8.3%	3,000,000	2.6%	3,100,000	3.3%
Total Recycled Revenues	\$ 11,730,671	\$ 10,480,900	-10.7%	\$ 11,102,177	5.9%	\$ 11,788,430	6.2%
Operating Costs:							
Purchased Water	\$ -	\$ -		\$ -		\$ -	
Transmission	961,247	982,400	2.2%	1,111,417	13.1%	1,152,228	3.7%
Pumping	655,653	622,600	-5.0%	611,503	-1.8%	632,151	3.4%
Energy	909,761	916,500	0.7%	1,020,729	11.4%	1,051,860	3.0%
Storage	601,840	763,000	26.8%	807,587	5.8%	824,033	2.0%
Allocated Support Costs	3,288,599	3,406,400	3.6%	3,866,367	13.5%	4,036,068	4.4%
Total Operating Costs	\$ 6,417,100	\$ 6,690,900	4.3%	\$ 7,417,603	10.9%	\$ 7,696,340	3.8%
Net Operating Revenue to fund Capital Commitments & Other Obligations	\$ 5,313,571	\$ 3,790,000	-28.7%	\$ 3,684,574	-2.8%	\$ 4,092,090	11.1%

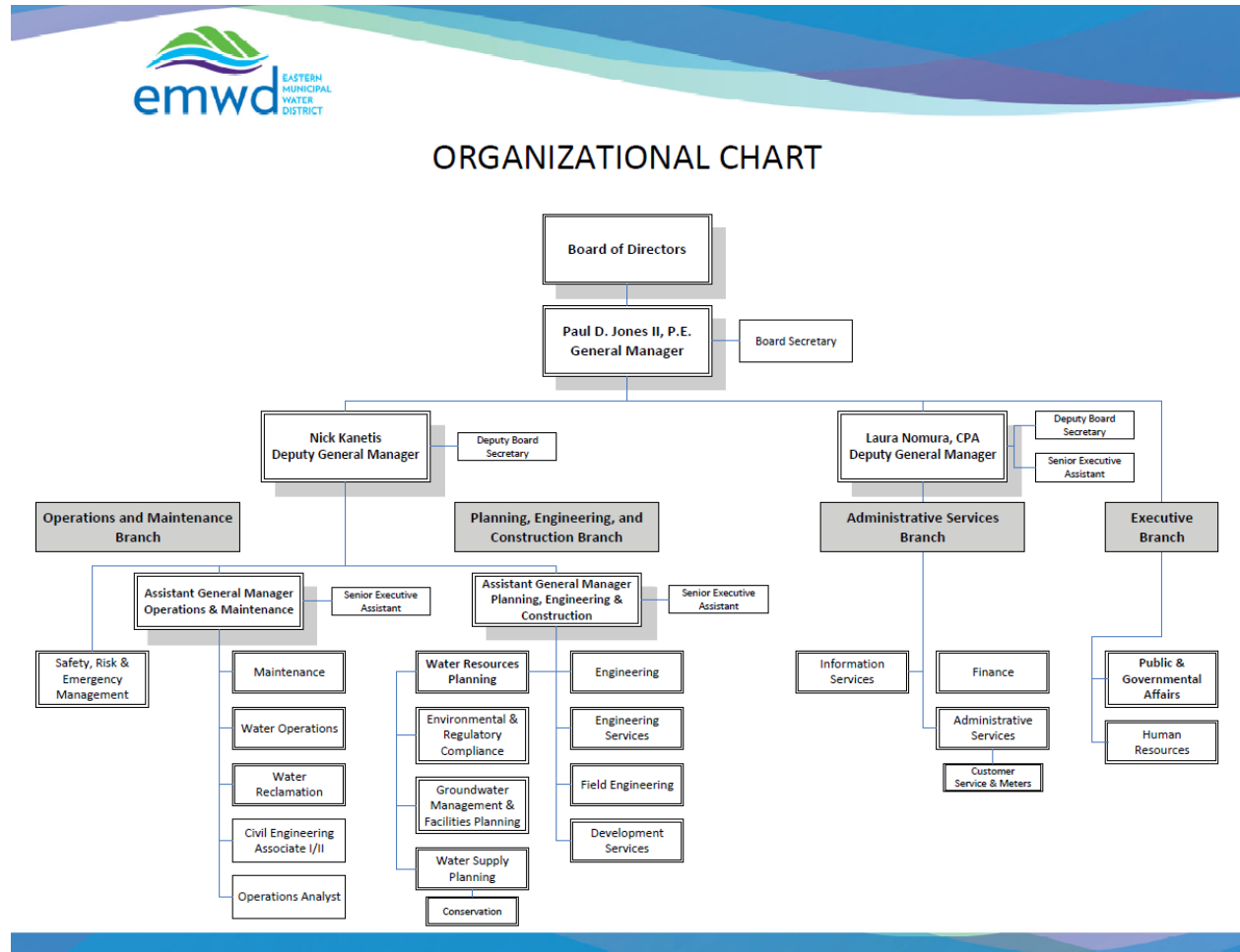
The following table is a detailed breakdown of the Recycled Water Service operating costs.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

RECYCLED WATER SERVICE OPERATING COSTS BY ACCOUNT							
ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 18 vs FY 19 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
53150 - DIRECT LABOR	\$ 1,307,912	\$ 1,485,742	13.6%	\$ 1,663,595	12.0%	\$ 1,738,680	4.5%
53151 - ENGINEERING LABOR	-	500	100.0%	-	-100.0%	-	0.0%
53157 - INSPECTION LABOR	175	-	-100.0%	-	0.0%	-	0.0%
53160 - HAZMAT RESPONSE LABOR	-	1,000	100.0%	1,000	0.0%	1,000	0.0%
53000:53999 - DIRECT LABOR	\$ 1,308,087	\$ 1,487,242	13.7%	\$ 1,664,595	11.9%	\$ 1,739,680	4.5%
54120 - DIRECT MATERIALS	137,108	139,850	2.0%	152,150	8.8%	159,500	4.8%
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	-	0.0%	-	0.0%	-	0.0%
54140 - INVENTORY MATERIALS	63,370	99,840	57.0%	101,476	2.0%	102,670	1.2%
54242 - CHEMICALS	-	35,800	100.0%	33,100	-7.5%	35,100	6.0%
54244 - OIL & LUBRICANTS	36,171	26,000	-28.1%	28,000	7.7%	28,100	0.4%
54446 - TOOLS	-	-	0.0%	-	0.0%	-	0.0%
54000:54999 - MATERIALS & SUPPLIES	\$ 236,648	\$ 301,130	27.2%	\$ 314,726	4.5%	\$ 325,370	3.4%
55170 - ELECTRIC POWER	765,042	883,050	15.4%	857,989	-2.8%	884,238	3.1%
55175 - ENERGY CREDITS	(2,355)	(124,550)	5188.1%	-	-100.0%	-	0.0%
55271 - NATURAL GAS	147,074	158,000	7.4%	162,740	3.0%	167,622	3.0%
55170:55271 - ENERGY	\$ 909,761	\$ 916,500	0.7%	\$ 1,020,729	11.4%	\$ 1,051,860	3.0%
55472 - OTHER UTILITIES	10,230	8,800	-14.0%	7,200	-18.2%	7,200	0.0%
55373:55472 - OTHER UTILITIES	\$ 10,230	\$ 8,800	-14.0%	\$ 7,200	-18.2%	\$ 7,200	0.0%
56160 - OUTSIDE SERVICES	305,260	279,700	-8.4%	342,060	22.3%	344,320	0.7%
56164 - SAWPA FEES VOLUMETRIC	-	-	0.0%	2,000	100.0%	2,000	0.0%
56166 - SAWPA FEES TSS&BOD	-	-	0.0%	-	0.0%	-	0.0%
56177 - REPAIRS-OTHER	18,589	4,500	-75.8%	2,540	-43.6%	2,580	1.6%
56178 - MAJOR MAINTENANCE & REPAIR-PLANNED PM	-	30,200	100.0%	30,000	-0.7%	30,000	0.0%
56179 - MAJOR MAINTENANCE & REPAIR-UNPLANNED	228,859	45,500	-80.1%	44,500	-2.2%	44,500	0.0%
56180 - JANITORIAL SERVICES	850	1,500	76.6%	1,500	0.0%	1,500	0.0%
56181 - REFUSE & WASTE HAULING	16,569	10,710	-35.4%	11,600	8.3%	11,700	0.9%
56267 - CONSULTANTS-ENGINEERING	-	7,500	100.0%	-	-100.0%	-	0.0%
56430 - AIR QUALITY COMPLIANCE COSTS	12,250	20,000	63.3%	15,000	-25.0%	15,000	0.0%
56434 - TESTS-OUTSIDE LAB	-	1,000	100.0%	7,300	630.0%	1,000	-86.3%
56768 - OUTSIDE PERMIT FEES	115,599	133,850	15.8%	134,150	0.2%	134,288	0.1%
56770 - SCAQMD FEES	11,709	7,000	-40.2%	7,200	2.9%	7,200	0.0%
56000:57000 - OUTSIDE SERVICES	\$ 709,683	\$ 541,460	-23.7%	\$ 597,850	10.4%	\$ 594,088	-0.6%
57130 - OUTSIDE EQUIPMENT	11,419	22,400	96.2%	15,500	-30.8%	16,500	6.5%
57133 - MAINTENANCE CONTRACTS	26,096	16,750	-35.8%	62,600	273.7%	64,100	2.4%
57235 - EQUIPMENT RENTAL	91,320	90,340	-1.1%	24,500	-72.9%	25,000	2.0%
57100:57400 - RENTS & LEASES	\$ 128,835	\$ 129,490	0.5%	\$ 102,600	-20.8%	\$ 105,600	2.9%
57500 - INTERFUND TRANSFERS	-	51,000	100.0%	-	-100.0%	-	0.0%
57500:57500 - INTERFUND TRANSFERS	\$ -	\$ 51,000	100.0%	\$ -	-100.0%	\$ -	0.0%
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	135	-	-100.0%	-	0.0%	-	0.0%
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 135	\$ -	-100.0%	\$ -	0.0%	\$ -	0.0%
59174 - WASTEWATER COLLECTION SERVICE ALLOC	26,228	29,240	11.5%	31,891	9.1%	33,123	3.9%
59175 - REGULATORY COMPLIANCE ALLOC	163,076	146,140	-10.4%	199,336	36.4%	214,528	7.6%
59177 - MAINTENANCE SERVICES ALLOC	211,820	175,168	-17.3%	210,901	20.4%	222,419	5.5%
59178 - ELECTRICAL SERVICES ALLOC	232,647	245,640	5.6%	278,661	13.4%	290,376	4.2%
59179 - ASSET & FACILITIES MGMT ALLOC	254,015	257,160	1.2%	286,064	11.2%	298,430	4.3%
59181 - WATER OPS SPC SVCS ALLOC	-	-	0.0%	-	0.0%	-	0.0%
59183 - MAPS & RECORDS ALLOC	538,674	582,300	8.1%	749,403	28.7%	781,001	4.2%
59184 - RECYCLED WATER OPS ALLOC	627,292	671,700	7.1%	690,971	2.9%	720,883	4.3%
59185 - FIELD SVCS CONSTRUCTION ALLOC	94,756	102,620	8.3%	106,649	3.9%	109,218	2.4%
59187 - NEW BUSINESS ALLOCATION	269,873	299,590	11.0%	333,704	11.4%	346,972	4.0%
59188 - LABORATORY ALLOCATION	34,680	48,575	40.1%	43,226	-11.0%	46,161	6.8%
59192 - WATER OPS CENTRAL CONTROL ALLOC	196,831	214,520	9.0%	239,528	11.7%	251,410	5.0%
59193 - WATER OPS ADMIN ALLOC	148,119	150,900	1.9%	199,612	32.3%	210,096	5.3%
59194 - MECHANICAL SVCS ALLOC	315,712	331,725	5.1%	339,957	2.5%	347,925	2.3%
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 3,113,721	\$ 3,255,278	4.5%	\$ 3,709,903	14.0%	\$ 3,872,542	4.4%
TOTAL RECYCLED WATER SERVICE OPERATING COSTS	\$ 6,417,100	\$ 6,690,900	4.3%	\$ 7,417,603	10.9%	\$ 7,696,340	3.8%



DISTRICT ORGANIZATIONAL CHART



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WAGES AND BENEFITS

Labor cost is one of the largest categories of District expense and is comprised of wages and benefits. Total labor cost is projected to be \$95.3 million in FY 2019-20 and \$99.6 million in FY 2020-21. The budget includes 640 positions for FY 2019-20 and 642 positions for FY 2020-21. Details of new positions are shown in the New Positions table below. Of the total labor cost, approximately 10 percent is charged to capital projects (CIP), approximately 33 percent is charged to operating services, and approximately 57 percent is charged to department expense. Wages and benefits are presented by category and by department.

The increase in labor cost is driven primarily by mandates such as the CalPERS required employer contribution rate, collective bargaining agreement terms (MOU), and medical provider premium increases. The total compensation package provided to employees is a reflection of the District's high standard to excellence as an exemplary employer.

Other post-employment benefits (OPEB) were previously included in the wages and benefits but are now shown separately from wages and benefits as a separate other commitment line item in the budget summary.

Wages and Benefits by Category

Account / Description	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Total Wages & Earnings	\$ 56,115,370	\$ 61,731,758	\$ 62,749,677	\$ 64,462,925
Benefits:				
52202 Health Insurance	\$ 13,083,981	\$ 10,414,310	\$ 10,921,692	\$ 11,425,968
52220 Less: OPEB Paygo Shown Separately	(3,729,639)	-	-	-
52202 Net Health Insurance	\$ 9,354,341	\$ 10,414,310	\$ 10,921,692	\$ 11,425,968
52201 PERS	11,791,628	14,369,526	15,482,864	17,363,560
52203 Dental Insurance	800,171	839,956	865,481	870,280
52204 Basic Life Insurance 1x	260,549	290,994	299,906	301,427
52205 Supplemental Insurance 2x at 50%	185,484	200,099	206,222	208,031
52206 Disability Insurance	312,608	324,970	342,409	345,637
52207 Deferred Compensation 401(a) Contribution	1,912,341	1,556,796	2,243,253	2,451,921
52208 Unemployment Reimbursement	44,030	37,993	39,136	40,266
52209 Workers Compensation	339,836	803,952	801,513	829,188
52210 Employee Asst Program	14,529	16,988	16,946	17,554
52213 FICA Medicare Tax Employer	811,641	864,948	880,592	910,023
52214 OASDI Employer (for Students & Board)	8,644	12,000	12,764	13,249
52216 Compensatory Time (Accrued OT Worked)	234,539	322,103	332,725	344,119
52217 Vision Insurance	54,788	55,007	56,540	58,328
Total Benefits Expense	\$ 26,125,132	\$ 30,109,642	\$ 32,502,042	\$ 35,179,552
Total Wage & Benefit Expense	\$ 82,240,503	\$ 91,841,400	\$ 95,251,719	\$ 99,642,476
FTE Positions as of 6/30	612	636	640	642



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

New Positions

Department	Position	FY 2019-20 Budget	FY 2020-21 Budget
Public & Governmental Affairs	Legislative Analyst I/II	1	
Conservation	Water Resources Specialist Assistant I	1	
Field Engineering	Construction and Safety Inspector I	2	
Laboratory	Water Quality Technician		1
Water Operations Production	Potable Water Treatment Operator II		1
		4	2

The additional positions requested are to address the following needs:

- FY 2019-20: 1) Public and Governmental Affairs- increased proposed legislation, 2) Conservation- to meet strategic goals related to conservation and regulatory compliance, and 3) Field Engineering- increased workloads based on projected development activities – Board previously approved one of the two Construction and Safety Inspectors during FY 2018-19 during the mid-year administrative review.
- FY 2020-21: 1) Laboratory – Laboratory renovation will be completed in 2021 and lab will be functioning at full capacity, and 2) Water Operations Production – staff needed to begin training in preparation for Perris II Desalter operations commencing in 2021.

DEPARTMENT EXPENSE SUMMARIES

Department expenses are those costs necessary to the function of each department. Labor cost in department expense includes an engineering overhead allocation. Approximately 60 percent of the total wages and benefits are charged to department expense. Department expense summaries are shown by category totals, by category detail, and by department.

There have been organizational changes in each fiscal year since early 2014. These changes have enabled the District to tackle an ambitious Strategic Plan, more effectively deploy management resources and establish an effective organizational succession plan. The restructurings have also enabled the organization to make the most of the strengths and abilities of each member of the Senior Management Team.

Total department expense is budgeted at \$78.3 million in FY 2019-20 and \$81.6 million in FY 2020-21. Net department expense after allocating a portion to operating services is \$64.4 million in FY 2019-20 and \$67.2 million in FY 2020-21.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Department Expense Summary by Category

ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 19 vs FY 18 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
53000:53999 - DIRECT LABOR	\$51,914,630	\$56,797,076	9.4%	\$57,428,483	1.1%	\$60,187,858	4.8%
54000:54999 - MATERIALS & SUPPLIES	4,137,389	4,229,061	2.2%	4,472,204	5.7%	4,473,243	0.0%
55170:55271 - ENERGY	520,862	608,000	16.7%	600,481	-1.2%	614,621	2.4%
55373:55472 - OTHER UTILITIES	565,070	556,486	-1.5%	626,761	12.6%	626,961	0.0%
56000:57000 - OUTSIDE SERVICES	10,405,057	11,523,242	10.7%	12,867,852	11.7%	13,212,291	2.7%
57100:57400 - RENTS & LEASES	7,123,271	7,554,250	6.1%	8,534,030	13.0%	9,080,660	6.4%
58000:58999 - ADMINISTRATIVE EXPENSES	2,877,134	3,283,520	14.1%	3,908,389	19.0%	3,910,585	0.1%
59000:59099 - DEPARTMENT CREDITS	(1,261,238)	(1,021,600)	-19.0%	(1,370,466)	34.1%	(1,394,740)	1.8%
59170:59200 - ALLOCATED SUPPORT COSTS	(3,994,581)	(5,295,735)	32.6%	(5,722,194)	8.1%	(5,926,193)	3.6%
Total Department Expense	\$ 72,287,595	\$78,234,300	8.2%	\$81,345,540	4.0%	\$84,785,286	4.2%
Less: Internal Vehicle Pool Charges	(3,032,845)	(3,227,400)	6.4%	(3,061,000)	-5.2%	(3,152,600)	3.0%
NET DEPARTMENT EXPENSE BEFORE G&A ALLOCATION	\$ 69,254,749	\$75,006,900	8.3%	\$78,284,540	4.4%	\$81,632,686	4.3%
G&A Allocation to Water	(4,982,589)	(4,624,113)	-7.2%	(4,869,192)	5.3%	(5,054,221)	3.8%
G&A Allocation to Wastewater	(8,835,499)	(8,588,222)	-2.8%	(9,043,398)	5.3%	(9,387,048)	3.8%
NET DEPARTMENT EXPENSE AFTER G&A ALLOCATION	\$ 55,436,661	\$ 61,794,565	11.5%	\$ 64,371,950	4.2%	\$ 67,191,417	4.4%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Department Expense Summary by Account Category – Part 1

ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 19 vs FY 18 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
53150 - DIRECT LABOR	\$ 51,432,433	\$ 56,460,676	9.8%	\$ 57,062,010	1.1%	\$ 59,806,494	4.8%
53151 - ENGINEERING LABOR	10,243	-	-100.0%	-	0.0%	-	0.0%
53152 - DESIGN LABOR	-	-	0.0%	-	0.0%	-	0.0%
53157 - INSPECTION LABOR	2,826	-	-100.0%	-	0.0%	-	0.0%
53160 - HAZMAT RESPONSE LABOR	-	-	0.0%	30,000	100.0%	35,000	16.7%
53198 - LIGHT DUTY ASSIGNMENT	150,741	20,000	-86.7%	20,000	0.0%	20,000	0.0%
53199 - LABOR-STUDENTS	42,561	12,000	-71.8%	13,000	8.3%	14,000	7.7%
53550 - STANDBY LABOR	275,826	304,400	10.4%	303,473	-0.3%	312,364	2.9%
53000:53999 - DIRECT LABOR	\$ 51,914,630	\$ 56,797,076	9.4%	\$ 57,428,483	1.1%	\$ 60,187,858	4.8%
54120 - DIRECT MATERIALS	1,177,010	1,245,016	5.8%	1,181,840	-5.1%	1,273,978	7.8%
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	22,028	86,300	291.8%	59,974	-30.5%	63,390	5.7%
54122 - ELECTRONIC/COMPUTER EQUIP & SOFTWARE	159,331	230,695	44.8%	210,800	-8.6%	182,800	-13.3%
54123 - METER MATERIALS	3,142	30,000	854.8%	6,000	-80.0%	6,000	0.0%
54124 - SAFETY SUPPLIES & SAFETY TOOLS	248,585	271,070	9.0%	368,575	36.0%	366,075	-0.7%
54125 - NEW COMPUTER WORKSTATIONS	10,949	-	-100.0%	18,590	100.0%	1,590	-91.4%
54126 - REPLACEMENT COMPUTER WORKSTATIONS	6,407	-	-100.0%	-	0.0%	-	0.0%
54127 - NETWORK MATERIALS	37,562	56,800	51.2%	51,000	-10.2%	52,000	2.0%
54140 - INVENTORY MATERIALS	320,475	317,755	-0.8%	315,685	-0.7%	320,960	1.7%
54244 - OIL & LUBRICANTS	18,496	16,000	-13.5%	31,500	96.9%	32,200	2.2%
54245 - TIRES	77,278	86,500	11.9%	77,000	-11.0%	78,500	1.9%
54246 - DIESEL	143,747	160,000	11.3%	140,000	-12.5%	140,000	0.0%
54247 - NATURAL GAS/PROPANE	7,167	32,000	346.5%	49,500	54.7%	67,100	35.6%
54248 - GASOLINE	560,564	635,600	13.4%	682,600	7.4%	682,600	0.0%
54343 - AUTO PARTS	361,570	280,000	-22.6%	310,900	11.0%	317,100	2.0%
54344 - EQUIPMENT PARTS-OTHER	2,013	22,500	1017.5%	22,500	0.0%	22,500	0.0%
54445 - TOOLS-ADDITIONAL	-	-	0.0%	6,000	100.0%	6,000	0.0%
54446 - TOOLS	151,595	219,350	44.7%	261,740	19.3%	182,450	-30.3%
54568 - INVENTORY-SALES TAX	800,622	514,820	-35.7%	650,000	26.3%	650,000	0.0%
54569 - INVENTORY-FREIGHT	28,845	24,655	-14.5%	28,000	13.6%	28,000	0.0%
54000:54999 - MATERIALS & SUPPLIES	\$ 4,137,389	\$ 4,229,061	2.2%	\$ 4,472,204	5.7%	\$ 4,473,243	0.0%
55170 - ELECTRIC POWER	294,718	291,500	-1.1%	428,631	47.0%	437,721	2.1%
55175 - ENERGY CREDITS	-	-	0.0%	-	0.0%	-	0.0%
55271 - NATURAL GAS	226,144	316,500	40.0%	171,850	-45.7%	176,900	2.9%
55170:55271 - ENERGY	\$ 520,862	\$ 608,000	16.7%	\$ 600,481	-1.2%	\$ 614,621	2.4%
55373 - TELEPHONE	529,997	520,886	-1.7%	591,161	13.5%	591,161	0.0%
55472 - OTHER UTILITIES	35,073	35,600	1.5%	35,600	0.0%	35,800	0.6%
55373:55472 - OTHER UTILITIES	\$ 565,070	\$ 556,486	-1.5%	\$ 626,761	12.6%	\$ 626,961	0.0%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Department Expense Summary by Account Category – Part 2

ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 19 vs FY 18 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
56160 - OUTSIDE SERVICES	3,380,829	3,814,450	12.8%	4,796,380	25.7%	4,800,327	0.1%
56161 - TEMPORARY SERVICES	299,087	385,800	29.0%	345,923	-10.3%	320,123	-7.5%
56162 - REPAIRS-RADIO	-	1,200	100.0%	1,200	0.0%	1,200	0.0%
56163 - SECURITY SERVICES	1,017,458	923,780	-9.2%	969,969	5.0%	999,068	3.0%
56174 - REPAIRS-AUTOMOTIVE	43,121	54,000	25.2%	59,000	9.3%	59,000	0.0%
56177 - REPAIRS-OTHER	106,427	237,720	123.4%	347,500	46.2%	343,700	-1.1%
56178 - MAJOR MAINTENANCE & REPAIR-PLANNED PM	-	80,000	100.0%	-	-100.0%	-	0.0%
56179 - MAJOR MAINTENANCE & REPAIR-UNPLANNED	18,321	25,000	36.5%	25,000	0.0%	25,000	0.0%
56180 - JANITORIAL SERVICES	226,001	193,300	-14.5%	245,600	27.1%	251,300	2.3%
56181 - REFUSE & WASTE HAULING	149,418	109,900	-26.4%	154,500	40.6%	155,150	0.4%
56227 - NETWORK SERVICES	131,092	45,000	-65.7%	45,000	0.0%	45,000	0.0%
56265 - COMPUTER CONSULTING & PROGRAMMING	1,145,598	1,172,500	2.3%	1,451,500	23.8%	1,534,000	5.7%
56266 - CONSULTANTS-OTHER	714,216	648,700	-9.2%	563,500	-13.1%	535,000	-5.1%
56267 - CONSULTANTS-ENGINEERING	288,267	127,600	-55.7%	259,000	103.0%	244,000	-5.8%
56268 - SAFETY CONSULTANTS	33,416	165,750	396.0%	165,600	-0.1%	154,600	-6.6%
56430 - AIR QUALITY COMPLIANCE COSTS	5,500	8,000	45.5%	8,000	0.0%	8,000	0.0%
56434 - TESTS-OUTSIDE LAB	385	12,800	3224.7%	16,000	25.0%	11,500	-28.1%
56463 - TESTS-EMWD LAB	12,700	-	-100.0%	-	0.0%	-	0.0%
56560 - POSTAGE	867,553	1,010,920	16.5%	999,100	-1.2%	1,009,100	1.0%
56565 - INSURANCE	1,351,299	1,652,822	22.3%	1,797,345	8.7%	1,902,070	5.8%
56768 - OUTSIDE PERMIT FEES	23,637	38,100	61.2%	38,930	2.2%	39,060	0.3%
56769 - PENALTIES & FINES	-	-	0.0%	-	0.0%	-	0.0%
56770 - SCAQMD FEES	25,876	24,900	-3.8%	32,025	28.6%	27,493	-14.2%
56775 - TAXES/ASSESSMENTS	20,680	26,000	25.7%	26,780	3.0%	27,600	3.1%
56900 - ELECTION EXPENSE	-	300,000	100.0%	-	-100.0%	200,000	100.0%
57000 - AGENCY CONTRIBUTIONS	544,176	465,000	-14.5%	520,000	11.8%	520,000	0.0%
56000:57000 - OUTSIDE SERVICES	\$ 10,405,057	\$ 11,523,242	10.7%	\$ 12,867,852	11.7%	\$ 13,212,291	2.7%
57130 - OUTSIDE EQUIPMENT	531,975	560,300	5.3%	565,100	0.9%	566,100	0.2%
57131 - SPACE RENT	85,183	97,400	14.3%	140,000	43.7%	143,000	2.1%
57133 - MAINTENANCE CONTRACTS	167,433	161,700	-3.4%	189,830	17.4%	197,960	4.3%
57134 - SOFTWARE LICENSE & SUPPORT	2,732,049	2,408,650	-11.8%	2,943,600	22.2%	3,107,500	5.6%
57135 - CLOUD SERVICE SUBSCRIPTIONS	475,768	988,800	107.8%	1,504,500	52.2%	1,783,500	18.5%
57235 - EQUIPMENT RENTAL	3,032,845	3,227,400	6.4%	3,061,000	-5.2%	3,152,600	3.0%
57237 - WORK CLOTHES RENTAL	98,019	110,000	12.2%	130,000	18.2%	130,000	0.0%
57100:57400 - RENTS & LEASES	\$ 7,123,271	\$ 7,554,250	6.1%	\$ 8,534,030	13.0%	\$ 9,080,660	6.4%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Department Expense Summary by Account Category – Part 3

ACCOUNT - DESCRIPTION	FY 17-18 Actual	FY 18-19 Budget	FY 19 vs FY 18 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
58121 - CONFERENCE FEES	80,036	185,250	131.5%	209,450	13.1%	208,970	-0.2%
58122 - TECHNICAL TRAINING EXPENSE	98,114	141,100	43.8%	313,100	121.9%	307,000	-1.9%
58123 - OUTSIDE TECHNICAL TRAINING	84,817	141,950	67.4%	192,625	35.7%	189,796	-1.5%
58124 - SAFETY TRAINING	112,481	235,490	109.4%	230,750	-2.0%	235,000	1.8%
58160 - OUTSIDE SERVICES	-	-	0.0%	-	0.0%	-	0.0%
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	394,560	400,410	1.5%	493,709	23.3%	498,989	1.1%
58163 - DUES & MEMBERSHIP FEES	272,128	311,079	14.3%	392,605	26.2%	396,080	0.9%
58164 - SUBSCRIPTIONS	91,466	163,210	78.4%	123,050	-24.6%	121,650	-1.1%
58240 - LEGAL-RETAINER FEE	356,381	475,000	33.3%	475,000	0.0%	475,000	0.0%
58250 - LEGAL-OTHER	309,883	157,500	-49.2%	162,500	3.2%	162,500	0.0%
58917 - OTHER LOAN INTEREST	497	1,531	208.3%	-	-100.0%	-	0.0%
58930 - BANK SERVICE FEES	1,076,773	1,071,000	-0.5%	1,315,600	22.8%	1,315,600	0.0%
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 2,877,134	\$ 3,283,520	14.12%	\$ 3,908,389	19.03%	\$ 3,910,585	0.06%
59080 - DEPT CREDITS-LAB	(70,752)	-	-100.0%	(123,000)	100.0%	(123,000)	0.0%
59082 - DEPT CREDITS-WAREHOUSE	(766,056)	(514,820)	-32.8%	(650,000)	26.3%	(650,000)	0.0%
59084 - DEPT CREDITS-MAPS	(32,003)	-	-100.0%	(62,000)	100.0%	(62,000)	0.0%
59085 - DEPT CREDITS-MATERIAL FAB	-	-	0.0%	-	0.0%	-	0.0%
59086 - DEPT CREDITS-MISC	(392,426)	(506,780)	29.1%	(535,466)	5.7%	(559,740)	4.5%
59000:59099 - DEPARTMENT CREDITS	\$ (1,261,238)	\$ (1,021,600)	-19.00%	\$ (1,370,466)	34.15%	\$ (1,394,740)	1.77%
59170 - OVERHEAD VARIANCE	(5,334,359)	(5,295,735)	-0.7%	(5,722,194)	8.1%	(5,926,193)	3.6%
59200 - (OVER) UNDER CHARGED EXPENSE	1,339,778	-	-100.0%	-	0.0%	-	0.0%
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (3,994,581)	\$ (5,295,735)	32.6%	\$ (5,722,194)	8.1%	\$ (5,926,193)	3.6%
Total Department Expense	\$ 72,287,595	\$ 78,234,300	8.2%	\$ 81,345,540	4.0%	\$ 84,785,286	4.2%
Less: Internal Vehicle Pool Charges	(3,032,845)	(3,227,400)	6.4%	(3,061,000)	-5.2%	(3,152,600)	3.0%
NET DEPARTMENT EXPENSE BEFORE G&A ALLOCATION	\$ 69,254,749	\$ 75,006,900	8.3%	\$ 78,284,540	4.4%	\$ 81,632,686	4.3%
G&A Allocation to Water	(4,982,589)	(4,624,113)	-7.2%	(4,869,192)	5.3%	(5,054,221)	3.8%
G&A Allocation to Wastewater	(8,835,499)	(8,588,222)	-2.8%	(9,043,398)	5.3%	(9,387,048)	3.8%
NET DEPARTMENT EXPENSE AFTER G&A ALLOCATION	\$ 55,436,661	\$ 61,794,565	11.5%	\$ 64,371,950	4.2%	\$ 67,191,417	4.4%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Department Expense Summary by Department – Part 1

Branch / Department Name	Dept. No.	FY 17-18 Actual	FY 18-19 Budget	FY 19 vs FY 18 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
EXECUTIVE BRANCH								
BOARD OF DIRECTORS	801-718	\$ 481,546	\$ 753,700	56.5%	\$ 542,909	-28.0%	\$ 756,091	39.3%
EXECUTIVE	802-711	2,826,666	2,796,300	-1.1%	2,853,984	2.1%	2,901,533	1.7%
PUBLIC & GOVERNMENTAL AFFAIRS *	804-704	3,226,746	3,192,650	-1.1%	3,843,336	20.4%	3,888,905	1.2%
EDUCATION *	814-714	17,177	-	-100.0%	-	0.0%	-	0.0%
INTERAGENCY RELATIONS *	805-705	12,584	-	-100.0%	-	0.0%	-	0.0%
TOTAL EXECUTIVE BRANCH		\$ 6,564,718	\$ 6,742,650	2.7%	\$ 7,240,229	5.1%	\$ 7,546,529	5.1%
ADMINISTRATIVE SERVICE BRANCH								
ADMINISTRATIVE SERVICES (DGM)	819-719	\$ 718,076	\$ 653,333	-9.0%	\$ 609,801	-6.7%	\$ 637,187	4.5%
HUMAN RESOURCES	803-723	1,633,742	1,784,900	9.3%	1,867,547	4.6%	1,887,836	1.1%
SAFETY, RISK & EMERGENCY MANAGEMENT	807-724	3,263,741	3,833,853	17.5%	4,257,539	11.1%	4,409,299	3.6%
HAZMAT	-712	10,486	76,620	630.7%	80,000	4.4%	80,300	0.4%
CUSTOMER SERVICE	811-752	7,852,274	8,744,300	11.4%	7,653,541	-12.5%	7,946,808	3.8%
METER SERVICES	812-765	1,667,723	1,557,164	-6.6%	2,037,177	30.8%	2,070,209	1.6%
FINANCE	821-721	3,278,782	3,773,000	15.1%	4,163,202	10.3%	4,167,775	0.1%
SPECIAL FUNDING DISTRICT GROSS	825-725	392,118	506,780	29.2%	535,466	5.7%	559,740	4.5%
SPECIAL FUNDING DISTRICT (CREDIT FROM CFD'S)	825-725	(391,464)	(506,780)	29.5%	(535,466)	5.7%	(559,740)	4.5%
INFORMATION SYSTEMS	816-722	8,456,359	9,255,450	9.4%	8,901,529	-3.8%	9,568,946	7.5%
CONTRACTS	808-766	981,573	1,069,700	9.0%	1,146,792	7.2%	1,145,027	-0.2%
PURCHASING	809-768	1,281,823	1,451,116	13.2%	1,532,590	5.6%	1,584,720	3.4%
WAREHOUSE GROSS	813-764	1,798,725	1,568,075	-12.8%	1,768,330	12.8%	1,813,651	2.6%
WAREHOUSE (CREDITS)	813-764	(766,056)	(514,820)	-32.8%	(650,000)	26.3%	(650,000)	0.0%
RECORDS MANAGEMENT	818-736	446,329	454,845	1.9%	486,024	6.9%	504,877	3.9%
COPY CENTER	-767	976,936	1,094,800	12.1%	1,168,900	6.8%	1,225,300	4.8%
TOTAL DEPARTMENTS		\$ 31,601,166	\$ 34,802,336	10.1%	\$ 35,022,972	0.6%	\$ 36,391,935	3.9%
FLEET SERVICES VEHICLE CENTERS	851-7745	\$ 1,007,136	\$ 954,031	-5.3%	\$ 1,076,800	12.9%	\$ 1,089,743	1.2%
FUEL STATION	851-7785	732,685	891,900	21.7%	900,696	1.0%	934,080	3.7%
FLEET SERVICES SHOP OPERATIONS	851-7786	1,488,056	1,497,012	0.6%	1,630,404	8.9%	1,654,546	1.5%
TOTAL FLEET		\$ 3,227,877	\$ 3,342,943	3.6%	\$ 3,607,900	6.1%	\$ 3,678,369	6.1%
TOTAL ADMINISTRATIVE SERVICES BRANCH		\$ 34,829,042	\$ 38,145,279	9.5%	\$ 38,630,872	1.3%	\$ 40,070,304	3.7%
ENGINEERING AND OPERATIONS BRANCHES								
ENGINEERING & OPERATIONS ADMINISTRATION	806-706	\$ 1,665,335	\$ 1,813,000	8.9%	\$ 1,521,662	-16.1%	\$ 1,600,798	5.2%
TOTAL ADMINISTRATION		\$ 1,665,335	\$ 1,813,000	8.9%	\$ 1,521,662	-16.1%	\$ 1,600,798	5.2%
PLANNING, ENGINEERING & CONSTRUCTION BRANCH								
GENERAL ENGINEERING GROSS	831-731	\$ 5,561,102	\$ 4,501,688	-19.1%	\$ 4,767,931	5.9%	\$ 4,946,057	3.7%
GENERAL ENGINEERING (Charged to Const.)	831-731	(4,175,077)	(3,375,688)	-19.1%	(3,662,161)	8.5%	(3,776,255)	3.1%
FIELD ENGINEERING GROSS	831-732	1,659,000	1,920,047	15.7%	2,060,033	7.3%	2,149,938	4.4%
FIELD ENGINEERING (Charged to Const.)	831-732	(1,705,247)	(1,920,047)	12.6%	(2,060,033)	7.3%	(2,149,938)	4.4%
NEW BUSINESS	890-733	2,698,729	2,995,905	11.0%	3,337,041	11.4%	3,469,716	4.0%
ENGINEERING SERVICES GROSS	835-735	2,369,555	2,800,034	18.2%	3,383,284	20.8%	3,522,461	4.1%
ENGINEERING SERVICES (Credits)	860-735	(32,003)	-	-100.0%	(50,000)	100.0%	(50,000)	0.0%
GROUNDWATER MGMT & FACILITIES PLANNING	820-720	2,100,549	2,419,123	15.2%	2,703,439	11.8%	2,850,682	5.4%
WATER SUPPLY PLANNING	776-727	787,062	902,029	14.6%	985,595	9.3%	1,030,652	4.6%
CONSERVATION	826-726	674,944	813,965	20.6%	843,049	3.6%	882,917	4.7%
ENVIRONMENTAL & REGULATORY COMPLIANCE	880-747	1,630,758	1,380,814	-15.3%	1,993,358	44.4%	2,145,284	7.6%
LABORATORY GROSS	860-749	1,762,457	2,369,490	34.4%	2,231,600	-5.8%	2,374,736	6.4%
LABORATORY (Credits)	860-749	(70,752)	-	-100.0%	(123,000)	100.0%	(123,000)	0.0%
SOURCE CONTROL GROSS	882-748	744,976	830,192	11.4%	844,455	1.7%	975,121	15.5%
SOURCE CONTROL (Credits)	882-748	-	-	0.0%	(12,000)	100.0%	(12,000)	0.0%
TOTAL PLANNING, ENGINEERING & CONSTRUCTION BRANCH		\$ 14,006,053	\$ 15,637,552	11.6%	\$ 17,242,591	10.3%	\$ 18,236,371	5.8%

*Reorganized/consolidated for FY 2017-18 and FY 2018-19



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Department Expense Summary by Department – Part 2

Branch / Department Name	Dept. No.	FY 17-18 Actual	FY 18-19 Budget	FY 19 vs FY 18 % Change	FY 19-20 Budget	FY 20 vs FY 19 % Change	FY 20-21 Budget	FY 21 vs FY 20 % Change
ENGINEERING AND OPERATIONS BRANCHES (continued)								
OPERATIONS & MAINTENANCE BRANCH								
MAINTENANCE SERVICES	850-750	\$ 622,999	\$ 515,200	-17.3%	\$ 620,297	20.4%	\$ 654,174	5.5%
MECHANICAL SERVICES	854-745	2,104,743	2,211,464	5.1%	2,266,381	2.5%	2,319,503	2.3%
ELECTRICAL SERVICES	855-755	1,163,233	1,228,246	5.6%	1,393,312	13.4%	1,451,879	4.2%
FIELD SERVICES CONSTRUCTION	856-753	947,564	1,113,352	17.5%	1,066,495	-4.2%	1,092,179	2.4%
ASSET & FACILITIES MANAGEMENT	857-757	1,270,075	1,285,794	1.2%	1,430,322	11.2%	1,492,148	4.3%
REPEATERS	076000	813,284	828,500	1.9%	786,616	-5.1%	814,167	3.5%
MORENO VALLEY	078202	657	500	-23.9%	-	-100.0%	-	0.0%
PERRIS OPERATIONS BUILDING	078203	2,630,692	2,518,300	-4.3%	2,616,274	3.9%	2,680,941	2.5%
CUSTOMER SERVICE CALL CENTER	078204	152,872	178,600	16.8%	184,443	3.3%	190,275	3.2%
TOTAL MAINTENANCE SERVICES		\$ 9,706,120	\$ 9,879,956	1.8%	\$ 10,364,140	4.9%	\$ 10,695,266	3.2%
WATER OPERATIONS ADMINISTRATION	870-743	\$ 493,728	\$ 503,000	1.9%	\$ 665,373	32.3%	\$ 700,319	5.3%
WATER OPERATIONS-IOC	872-741	1,968,305	2,277,787	15.7%	2,395,276	5.2%	2,514,101	5.0%
WATER OPERATIONS-PRODUCTION	873-744	235,640	353,740	50.1%	289,260	-18.2%	305,998	5.8%
WATER OPERATIONS-DISTRIBUTION	874-74401	486,180	584,600	20.2%	611,124	4.5%	636,944	4.2%
RECYCLED WATER OPERATIONS	875-754	627,292	671,724	7.1%	690,971	2.9%	720,883	4.3%
TOTAL WATER OPERATIONS		\$ 3,811,146	\$ 4,390,851	15.2%	\$ 4,652,004	5.9%	\$ 4,878,245	4.9%
WATER RECLAMATION ADMINISTRATION	890-758	\$ 426,053	\$ 516,900	21.3%	\$ 561,704	8.7%	\$ 584,398	4.0%
SJRWRF PLANT	891-791	(36,146)	15,000	-141.5%	13,145	-12.4%	14,680	11.7%
MVRWRF PLANT	892-792	(15,378)	16,630	-208.1%	16,700	0.4%	19,300	15.6%
RECLAMATION PLANT MAINTENANCE	893-793	593,511	256,143	-56.8%	281,238	9.8%	290,563	3.3%
TVRWRF PLANT	894-794	39,894	35,545	-10.9%	10,500	-70.5%	10,500	0.0%
PVRWRF PLANT	895-795	(5,349)	53,796	-1105.7%	13,490	-74.9%	10,260	-23.9%
WASTEWATER COLLECTION SERVICES	896-796	702,594	730,998	4.0%	797,265	9.1%	828,072	3.9%
TOTAL WATER RECLAMATION		\$ 1,705,179	\$ 1,625,012	-4.7%	\$ 1,694,042	4.2%	\$ 1,757,773	3.8%
TOTAL OPERATIONS & MAINTENANCE BRANCH		\$ 15,222,445	\$ 15,895,819	4.4%	\$ 16,710,186	5.1%	\$ 17,331,284	3.7%
TOTAL ENGINEERING & OPERATIONS BRANCHES		\$ 30,893,833	\$ 33,346,371	7.9%	\$ 35,474,439	6.4%	\$ 37,168,453	4.8%
TOTAL DEPARTMENT EXPENSE		\$ 72,287,594	\$ 78,234,300	8.2%	\$ 81,345,540	4.0%	\$ 84,785,286	4.2%
LESS: INTERNAL VEHICLE POOL CHARGES		(3,032,845)	(3,227,400)	6.4%	(3,061,000)	-5.2%	(3,152,600)	3.0%
NET DEPARTMENT EXPENSE BEFORE G&A ALLOCATION		\$ 69,254,749	\$ 75,006,900	8.3%	\$ 78,284,540	4.4%	\$ 81,632,686	4.3%
G&A ALLOCATION TO WATER		(4,982,589)	(4,624,113)	-7.2%	(4,869,192)	5.3%	(5,054,221)	3.8%
G&A ALLOCATION TO WASTEWATER		(8,835,499)	(8,588,222)	-2.8%	(9,043,398)	5.3%	(9,387,048)	3.8%
NET DEPARTMENT EXPENSE AFTER G&A ALLOCATION		\$ 55,436,661	\$ 61,794,565	11.5%	\$ 64,371,950	4.2%	\$ 67,191,417	4.4%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

CAPITAL BUDGET

The Capital Budget consists of Operating Fixed Assets, the Capital Improvement Program, Special Projects and Studies, and Conservation Projects.

OPERATING FIXED ASSETS

Defining Operating Fixed Assets vs. Capital Improvement Program (CIP)

The District's operating fixed assets are comprised of assets acquired for the normal conduct of operations that will benefit more than a single fiscal period. These assets typically do not require planning or permitting and have shorter useful lives than assets in the Capital Improvement Program.

Conversely, the capital improvement program is comprised of the District's facility needs that cover a five-year period. The CIP includes long-term capital outlay investment in plants, pipelines, conveyance system, land, facilities, and other significant improvements.

Operating Fixed Asset Summary

Expenditures for operating fixed assets are budgeted at \$30.2 million in FY 2019-20 and \$25.9 million in FY 2020-21. The FY 2019-20 budget of \$30.2 million includes \$5.1 million of FY 2018-19 Board-approved budgeted projects that were deferred and continued into FY 2019-20.

EMWD OPERATING FIXED ASSETS FY 2019-20 & FY 2020-21 BUDGETS

Service	FY 2018-19 Carryover	FY 2019-20 New Purchases	FY 2019-20 Annual Budget	FY 2020-21 New Purchases
Vehicles	\$ 1,881,000	\$ 1,943,000	\$ 3,824,000	\$ 2,223,000
IT Infrastructure	2,712,000	12,911,095	15,623,095	15,320,435
O&M Maint. & RWRP Projects & Equip.	81,000	9,502,725	9,583,725	7,954,255
Engineering Maintenance	-	-	-	-
Water Quality/Lab	228,444	448,600	677,044	378,000
Total Maint. Projects & Equip.	\$ 309,444	\$ 9,951,325	\$ 10,260,769	\$ 8,332,255
Other	\$ 200,000	\$ 256,900	\$ 456,900	\$ 60,000
Total FISCAL YEAR	\$ 5,102,444	\$ 25,062,320	\$ 30,164,764	\$ 25,935,690

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Operating Fixed Asset Top 5 Improvement Projects

The top 5 Operating Fixed Asset improvement projects represent \$28.2 million or 50.2 percent of the total two-year budget, with the COINS Billing System Replacement being the largest project. The table below illustrates the top 5 projects, with full details reflected on the following pages.

Operating Fixed Assets - Top 5 Improvement Projects						
EMWD Funded OFA	Service	FY 2019-20	FY 2020-21	TOTAL	%	
COINS Billing System Replacement	IT Infrastructure	\$ 8,081,095	\$ 9,505,935	\$17,587,030	31.3%	
FW SCADA Hardware, Software Upgrade	IT Infrastructure	2,360,000	1,514,500	3,874,500	6.9%	
PVRWRF Biofilter Media Conversion Project	O&M Maint. & RWRF Projects & Equip.	2,490,000	-	2,490,000	4.4%	
Enterprise Microwave Data Backbone	IT Infrastructure	800,000	1,600,000	2,400,000	4.3%	
District Wide Well Rehabilitation and Repair	O&M Maint. & RWRF Projects & Equip.	900,000	900,000	1,800,000	3.2%	
Top-5 Projects Subtotal		\$14,631,095	\$13,520,435	\$28,151,530	50.2%	
All Other Projects		15,533,669	12,415,255	27,948,924	49.8%	
GRAND TOTAL		\$ 30,164,764	\$ 25,935,690	\$ 56,100,454	100.0%	

Operating Fixed Asset Detail

The following pages show the details for each of the service categories that are shown in the summary. OFA items are subject to capitalization policy guidelines, and individual items may be expensed.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
VEHICLES & MAJOR EQUIPMENT
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES			TOTAL FY 2020 PURCHASES			NEW FY 2021 PURCHASES			TOTAL FY 2021 PURCHASES		
		Light / Medium Vehicles	Heavy Vehicles	Tractors/ Generators/ Other	Light / Medium Vehicles	Heavy Vehicles	Tractors/ Generators/ Other	Light / Medium Vehicles	Heavy Vehicles	Tractors/ Generators/ Other	Light / Medium Vehicles	Heavy Vehicles	Tractors/ Generators/ Other
802 EXECUTIVE		\$ 36,000			\$ 36,000								
516 - FORD EDGE		\$ 36,000			\$ 36,000								
802 EXECUTIVE TOTAL		\$ 36,000			\$ 36,000								
804 PUBLIC & GOVERNMENTAL AFFAIRS		\$ 33,000			\$ 33,000								
471 - SMALL VAN OR SUV		\$ 33,000			\$ 33,000								
176 - CARGO VAN SETUP FOR PUBLIC EVENTS		\$ 38,000			\$ 38,000								
EDUCATION TRAILER			\$ 25,000		\$ 25,000								
804 PUBLIC & GOVERNMENTAL AFFAIRS TOTAL		\$ 71,000	\$ 25,000		\$ 96,000								
EXECUTIVE BRANCH TOTAL		\$ 107,000	\$ 25,000		\$ 132,000								
ADMINISTRATIVE SERVICES BRANCH													
809 PURCHASING													
253 - SMALL UTILITY VAN OR TRANS CONNECT													
809 PURCHASING TOTAL								\$ 36,000					\$ 36,000
812 METERS													
442 - DTO PICK UP								\$ 33,000					\$ 33,000
317 - 35 SERVICE TRUCK - METER REPAIR		\$ 55,000			\$ 55,000								
402 - 35 SERVICE TRUCK - METER REPAIR		\$ 55,000			\$ 55,000								
408 - 35 SERVICE TRUCK - METER REPAIR		\$ 55,000			\$ 55,000								
620 - 35 SERVICE TRUCK - METER REPAIR								\$ 55,000					\$ 55,000
812 METERS TOTAL		\$ 165,000			\$ 165,000			\$ 88,000					\$ 88,000
813 WAREHOUSE / RECEIVING													
351 - 3/4 TON PICKUP								\$ 34,000					\$ 34,000
813 WAREHOUSE / RECEIVING TOTAL								\$ 34,000					\$ 34,000
851 FLEET SERVICES													
548 - CLASS 4 SERVICE TRUCK		\$ 70,000			\$ 70,000								
851 FLEET SERVICES TOTAL		\$ 70,000			\$ 70,000								
ADMINISTRATIVE SERVICES BRANCH TOTAL		\$ 235,000			\$ 235,000			\$ 158,000					\$ 158,000
PLANNING, ENGINEERING & CONSTRUCTION BRANCH													
832 FIELD ENGINEERING													
320 - 1/2 TON XCAB		\$ 33,000			\$ 33,000								
418 - 1/2 TON XCAB		\$ 33,000			\$ 33,000								
419 - 1/2 TON XCAB		\$ 33,000			\$ 33,000								
468 - 1/2 TON XCAB		\$ 33,000			\$ 33,000								
251 - YUKON 4x4								\$ 45,000					\$ 45,000
388 - SEDAN		\$ 38,000			\$ 38,000			\$ 38,000					\$ 38,000
832 FIELD ENGINEERING TOTAL		\$ 170,000			\$ 170,000			\$ 83,000					\$ 83,000
880 ENVIRONMENTAL & REGULATORY COMPLIANCE													
390 - SEDAN - PEHV		\$ 38,000			\$ 38,000								
880 ENVIRONMENTAL & REGULATORY COMPLIANCE TOTAL		\$ 38,000			\$ 38,000								
882 SOURCE CONTROL													
231 - 3/4 TON PU W/ SHELL & OFFICE		\$ -			\$ -			\$ 39,000					\$ 39,000
252 - 3/4 TON PU W/ SHELL & OFFICE		\$ -			\$ -			\$ 39,000					\$ 39,000
412 - 3/4 TON PU W/ SHELL & OFFICE		\$ -			\$ -			\$ 39,000					\$ 39,000
413 - 3/4 TON PU W/ SHELL & OFFICE		\$ -			\$ -			\$ 39,000					\$ 39,000
416 - 3/4 TON PU W/ SHELL & OFFICE		\$ -			\$ -			\$ 39,000					\$ 39,000
882 SOURCE CONTROL TOTAL		\$ -			\$ -			\$ 195,000					\$ 195,000
PLANNING, ENGINEERING & CONSTRUCTION BRANCH TOTAL		\$ 208,000			\$ 208,000			\$ 278,000					\$ 278,000



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
VEHICLES & MAJOR EQUIPMENT
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES			TOTAL FY 2020 PURCHASES	NEW FY 2021 PURCHASES			TOTAL FY 2021 PURCHASES
		Light / Medium Vehicles	Heavy Vehicles	Generators/ Other		Light / Medium Vehicles	Heavy Vehicles	Generators/ Other	
Branch / Department / Item Description									
OPERATIONS & MAINTENANCE BRANCH									
807 SAFETY, RISK & EMERGENCY MANAGEMENT									
807 SAFETY, RISK & EMERGENCY MANAGEMENT									
807 SAFETY, RISK & EMERGENCY MANAGEMENT TOTAL		\$ 40,000	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -
854 MECHANICAL SERVICES									
257 - 1 TON SERVICE TRUCK									
502 - CLASS 5 SERVICE TRUCK									
028-2020-54									
431 - CLASS 5 SERVICE TRUCK									
029-2020-54									
432 - CLASS 5 SERVICE TRUCK									
030-2020-54									
477 - CLASS 5 SERVICE TRUCK									
031-2020-54									
CLASS 5 SERVICE TRUCK									
556 - REPLACE PORTABLE BLOWER									
032-2020-54			\$ 35,000		\$ 35,000				
SELF PRIMING HIGH HEAD TRAILER MOUNTED PUMP									
025-2017-54	\$ 110,000				\$ 110,000				
703 --PUMP									
033-2020-54			\$ 56,000		\$ 56,000				
704 --PUMP									
034-2020-54			\$ 56,000		\$ 56,000				
705 --PUMP									
035-2020-54			\$ 56,000		\$ 56,000				
854 MECHANICAL SERVICES TOTAL	\$ 110,000	\$ -	\$ -	\$ 203,000	\$ 313,000	\$ -	\$ 590,000	\$ -	\$ 590,000
855 ELECTRICAL SERVICES									
435 - 4X4 UTILITY VAN									
036-2020-55									
436 - TRANSCONNECT									
037-2020-55		\$ 32,000			\$ 32,000				\$ 46,000
CUV									
038-2020-55									
CUV									
039-2020-55									
CUV									
85 - CUV									
182 - 1/2 TON PU W/ LUMBER RACK									
040-2020-55									
855 ELECTRICAL SERVICES TOTAL		\$ 34,000	\$ -	\$ -	\$ 34,000	\$ -	\$ 223,000	\$ -	\$ 223,000
856 FIELD SERVICES CONSTRUCTION									
304 - 450 F EXTENDAOE BACKHOE									
042-2020-56									
159 - 450 F EXTENDAOE BACKHOE									
043-2020-56									
343 - DISCING UNIT									
044-2020-56			\$ 40,000		\$ 40,000				
445 - CNG 2 AXLE DUMP									
045-2020-56									
330 - CNG 2 AXLE DUMP									
046-2020-56									
328 - CLASS 4 SERVICE TRUCK									
047-2020-56			\$ 70,000		\$ 70,000				
CNG CLASS 7 HEAVY SERVICE TRUCK WITH WELDER AND COMPRESSOR									
031-2018-56	\$ 300,000				\$ 300,000				
CLASS 7 HEAVY SERVICE TRUCK WITH CRANE									
032-2017-56	\$ 325,000				\$ 325,000				
WELDER AND COMPRESSOR									
033-2017-56	\$ 221,000				\$ 221,000				
3 AXLE DUMP TRUCK									
034-2017-56	\$ 221,000				\$ 221,000				
856 FIELD SERVICES CONSTRUCTION TOTAL	\$ 1,067,000	\$ -	\$ 70,000	\$ 40,000	\$ 1,177,000	\$ -	\$ 740,000	\$ -	\$ 740,000
857 ASSET & FACILITIES MANAGEMENT									
273 - 1/2 TON PU									
048-2020-57									
569 - CLASS 5 MUD / CEMENT TRUCK									
049-2020-57		\$ 33,000			\$ 33,000				
857 ASSET & FACILITIES MANAGEMENT TOTAL		\$ 70,000	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -
872 WATER OPERATIONS - IOC									
LARGE SAMPLING TRAILER									
006-2018-20	\$ 105,000				\$ 105,000				
365 - 1 TON 4X4 PU									
050-2020-72									
872 WATER OPERATIONS - IOC TOTAL	\$ 105,000	\$ -	\$ -	\$ -	\$ 105,000	\$ -	\$ 40,000	\$ -	\$ 40,000
873 WATER OPERATIONS - PRODUCTION									
361 - 1/2 TON PU									
051-2020-73		\$ 33,000			\$ 33,000				
873 WATER OPERATIONS - PRODUCTION TOTAL	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -
874 WATER OPERATIONS - DISTRIBUTION									
357 - 1/2 TON PU									
052-2020-74		\$ 33,000			\$ 33,000				
BEACON UPGRADE									
053-2020-74		\$ 44,000			\$ 44,000				
CNG CLASS 8 WATER TANKER WITH PUMPS									
039-2019-74	\$ 274,000				\$ 274,000				
874 WATER OPERATIONS - DISTRIBUTION TOTAL	\$ 274,000	\$ 77,000	\$ -	\$ -	\$ 351,000	\$ -	\$ -	\$ -	\$ -



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
VEHICLES & MAJOR EQUIPMENT
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES			TOTAL FY 2020 PURCHASES			NEW FY 2021 PURCHASES			TOTAL FY 2021 PURCHASES		
		Light / Medium Vehicles	Heavy Vehicles	Tractors/Generators/Other	Light / Medium Vehicles	Heavy Vehicles	Tractors/Generators/Other	Light / Medium Vehicles	Heavy Vehicles	Tractors/Generators/Other	Light / Medium Vehicles	Heavy Vehicles	Tractors/Generators/Other
Branch / Department / Item Description													
875 RECYCLED WATER OPERATIONS													
398 - 1/2 TON XCAB 4X4 PU		\$ 38,000	\$ -	\$ -	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
875 RECYCLED WATER OPERATIONS TOTAL		\$ 38,000	\$ -	\$ -	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
891 SIVRWRF PLANT													
423 - 6" PORTABLE PUMP		\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
891 SIVRWRF PLANT TOTAL		\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
892 MVRWRF PLANT													
337 - 1/2 TON PU		\$ 33,000	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
892 MVRWRF PLANT TOTAL		\$ 33,000	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
893 RWRF PLANT MAINTENANCE													
264 - TRANSIT CONNECT		\$ 32,000	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
267 - TRANSIT CONNECT		\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
94 - TRANSIT CONNECT		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSIT CONNECT		\$ 32,000	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
247 - 3/4 TON LIGHT SERVICE TRUCK		\$ 32,000	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
248 - 3/4 TON LIGHT SERVICE TRUCK		\$ 42,000	\$ -	\$ -	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
249 - 3/4 TON LIGHT SERVICE TRUCK		\$ 42,000	\$ -	\$ -	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
893 RWRF PLANT MAINTENANCE TOTAL		\$ 222,000	\$ 75,000	\$ -	\$ 297,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
894 TVRWRF PLANT OPERATIONS													
CLASS 4 MECHANICS TRUCK		\$ 33,000	\$ 75,000	\$ -	\$ 108,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
461 - 1/2 TON PU		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
894 TVRWRF PLANT OPERATIONS TOTAL		\$ 33,000	\$ 75,000	\$ -	\$ 108,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
895 PVRWRF PLANT OPERATIONS													
457 - CLASS 4 MECHANIC'S TRUCK		\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
290 - 6" PORTABLE PUMP		\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
424 - 6" PORTABLE PUMP		\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
895 PVRWRF PLANT OPERATIONS TOTAL		\$ -	\$ 75,000	\$ 104,000	\$ 179,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
896 WASTEWATER COLLECTION SERVICES													
67 - 3/4 TON CAMERA VAN		\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
86 - 1/2 TON 4X4 PU		\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
CLASS 7 HEAVY SERVICE TRUCK WITH CRANE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WELDER AND COMPRESSOR		\$ 325,000	\$ -	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
896 WASTEWATER COLLECTION SERVICES TOTAL		\$ 325,000	\$ -	\$ -	\$ 325,000	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE BRANCH TOTAL		\$ 1,881,000	\$ 645,000	\$ 220,000	\$ 3,999,000	\$ 3,145,000	\$ 397,000	\$ 590,000	\$ 740,000	\$ 1,727,000	\$ -	\$ -	\$ -
LOANER POOL													
898 LOANER POOL													
636 - 6" PORTABLE PUMP		\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
619 - 6" PORTABLE PUMP		\$ -	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
82 - 8 PASSENGER POOL VAN		\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
376 - 8 PASSENGER POOL VAN		\$ -	\$ -	\$ 104,000	\$ 104,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
898 LOANER POOL TOTAL		\$ -	\$ -	\$ 104,000	\$ 104,000	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -
DISTRICT POOL TOTAL		\$ -	\$ -	\$ 104,000	\$ 104,000	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL COMBINED VEHICLES & MAJOR EQUIPMENT		\$ 1,881,000	\$ 1,195,000	\$ 220,000	\$ 5,280,000	\$ 3,824,000	\$ 893,000	\$ 590,000	\$ 740,000	\$ 2,223,000	\$ -	\$ -	\$ -
UNIT COUNT--		8	48	0	11	67	16	16	16	48			



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
 I.T. INFRASTRUCTURE PROJECTS & EQUIPMENT
 PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
816 INFORMATION SYSTEMS - DISTRICT-WIDE TECHNOLOGY INITIATIVES					
IMPLEMENTATION OF CYBERSECURITY RECOMMENDATIONS					
Enterprise IT Disaster Recovery/Business Continuity	076-2020-16	\$ -	\$ 250,000	\$ 250,000	\$ -
FW SCADA Hardware, Software Upgrade	054-2018-16	\$ 725,000	\$ 1,635,000	\$ 2,360,000	\$ 1,514,500
Risk Management Security System Upgrades	077-2020-16	\$ -	\$ 200,000	\$ 200,000	\$ 200,000
WORK IN PROGRESS					
Human Capital Management System Phase 2	056-2017-16	\$ 367,000	\$ -	\$ 367,000	\$ -
EMWD.ORG, Pipeline Intranet Upgrade	078-2020-16	\$ -	\$ 95,000	\$ 95,000	\$ -
City View Project (All Phases)	060-2017-16	\$ 135,000	\$ -	\$ 135,000	\$ -
Enterprise Microwave Data Backbone	079-2020-16	\$ -	\$ 800,000	\$ 800,000	\$ 1,600,000
HARDWARE REPLACEMENTS AND REFRESH					
Server Infrastructure Refreshes	080-2020-16	\$ -	\$ 350,000	\$ 350,000	\$ 250,000
Computer Refreshes	081-2020-16	\$ -	\$ 150,000	\$ 150,000	\$ 150,000
Network Refreshes	082-2020-16	\$ -	\$ 100,000	\$ 100,000	\$ 50,000
Board Room Audio/Video Upgrade	083-2020-16	\$ -	\$ 150,000	\$ 150,000	\$ -



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
 I.T. INFRASTRUCTURE PROJECTS & EQUIPMENT
 PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
BUSINESS EFFICIENCY IMPROVEMENTS & SOFTWARE UPGRADES TO CURRENT STANDARDS					
EMIS Upgrade	068-2018-16	\$ 200,000	\$ -	\$ 200,000	\$ -
Standby Application Re-Write	072-2018-16	\$ 70,000	\$ -	\$ 70,000	\$ -
Enterprise Content Management Migration	073-2018-16	\$ 215,000	\$ -	\$ 215,000	\$ -
COINS Billing System Replacement	074-2018-16	\$ 700,000	\$ 7,381,095	\$ 8,081,095	\$ 9,505,935
Invoice-to-Pay Workflow ERP Implementation	077-2017-16	\$ 100,000	\$ -	\$ 100,000	\$ -
Enterprise Application Upgrades	084-2020-16	\$ -	\$ 350,000	\$ 350,000	\$ 350,000
WW SCADA PLC upgrades	254-2019-16	\$ 200,000	\$ 600,000	\$ 800,000	\$ 900,000
GIS Master Plan Projects	085-2020-16	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
Conservation Manager Application Enhancements	086-2020-16	\$ -	\$ 300,000	\$ 300,000	\$ -
Groundwater Management System	087-2020-16	\$ -	\$ 250,000	\$ 250,000	\$ 500,000
TOTAL I.T. INFRASTRUCTURE PROJECTS & EQUIPMENT		\$ 2,712,000	\$ 12,911,095	\$ 15,623,095	\$ 15,320,435



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
OPERATIONS & MAINTENANCE PROJECTS & EQUIPMENT
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch/Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
OPERATIONS & MAINTENANCE BRANCH					
854 MECHANICAL SERVICES					
Reach 4-Check Valve Replacement-P1 & P2	088-2020-54	\$ -	\$ 97,900	\$ 97,900	\$ -
Reach 4-Check Valve Replacement-P3	089-2020-54	\$ -	\$ -	\$ -	\$ 53,700
Ethanc Lift-Wet Well Recoating	090-2020-54	\$ -	\$ 55,800	\$ 55,800	\$ -
Wrangler Lift-Pump Elbow Replacement	091-2020-54	\$ -	\$ 50,350	\$ 50,350	\$ -
Perris Filtration-Permeate Pump 1 Rebuild	092-2020-54	\$ -	\$ 67,500	\$ 67,500	\$ -
Perris Filtration-Permeate Pump 2 Rebuild	093-2020-54	\$ -	\$ -	\$ -	\$ 67,500
Brine / Recycled Line-6 Spare Air-Vacs	094-2020-54	\$ -	\$ 48,400	\$ 48,400	\$ -
East Holland Booster-Replace Pumps and Re-pipe	095-2020-54	\$ -	\$ -	\$ -	\$ 72,000
Craig Booster-Pump 1 Rebuild	096-2020-54	\$ -	\$ -	\$ -	\$ 64,200
Perris Desalter-Raw Water Pump #2 Rebuild	097-2020-54	\$ -	\$ -	\$ -	\$ 51,650
District Wide Well Rehabilitation and Repair	098-2020-54	\$ -	\$ 900,000	\$ 900,000	\$ 900,000
PVRWRF-Replace Catalytic Converter #3 Generator	099-2020-54	\$ -	\$ -	\$ -	\$ 32,300
PVRWRF-Replace AFRC on #2 & #3 Generators	100-2020-54	\$ -	\$ -	\$ -	\$ 42,500
TVRWRF-Overhaul Engine 121-Spare Engine for TEPS #4	101-2020-54	\$ -	\$ -	\$ -	\$ 224,500
Mills Booster-Overhaul Engine 113-To be installed at P2	102-2020-54	\$ -	\$ -	\$ -	\$ 165,000
Palomar Booster-Engine 188 P1-Replace Catalytic Converter	103-2020-54	\$ -	\$ -	\$ -	\$ 21,000
Palomar Booster-Engine 190-Replace and Relocate Catalytic Converter and Extend Catwalk	104-2020-54	\$ -	\$ -	\$ -	\$ 36,000
TVRWRF-Purchase spare 3512 TA for TEPS #5 or #6	105-2020-54	\$ -	\$ 276,000	\$ 276,000	\$ -
MVRWRF-Convert Generators 1 & 2 to Electric Start	106-2020-54	\$ -	\$ -	\$ -	\$ 28,700
PVRWRF-Convert Generators 2 & 3 to Electric Start	107-2020-54	\$ -	\$ 26,800	\$ 26,800	\$ -



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
 OPERATIONS & MAINTENANCE PROJECTS & EQUIPMENT
 PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
Auld Road-Install Emergency Standby Generator	108-2020-54	\$ -	\$ -	\$ -	\$ 93,500
Golden Triangle-Install Emergency Standby Generator	109-2020-54	\$ -	\$ -	\$ -	\$ 84,800
Laser Alignment System	110-2020-54	\$ -	\$ 18,210	\$ 18,210	\$ -
Emissions Analyzer	111-2020-54	\$ -	\$ 13,415	\$ 13,415	\$ 13,415
Portable Strap on Flow Meter	112-2020-54	\$ -	\$ -	\$ -	\$ 12,000
MECHANICAL SERVICES TOTAL		\$ -	\$ 1,554,375	\$ 1,554,375	\$ 1,962,765
855 ELECTRICAL SERVICES					
Pigeon Pass Booster - MCC Replacement	123-2019-55	\$ 31,000	\$ -	\$ 31,000	\$ -
AC/OMC Central Plant & HVAC Upgrade	113-2020-55	\$ -	\$ 250,000	\$ 250,000	\$ -
Arc Flash Mitigation	114-2020-55	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Upgrade/Relocate PLC from MDF Control Building	115-2020-55	\$ -	\$ 70,000	\$ 70,000	\$ -
Medley Booster MCC Replacement	116-2020-55	\$ -	\$ -	\$ -	\$ 230,000
PDF Electric Room HVAC Upgrade	117-2020-55	\$ -	\$ 75,000	\$ 75,000	\$ -
PWFP Replace 2 VFDs	118-2020-55	\$ -	\$ -	\$ -	\$ 120,000
Upgrade PDF PLC Hardware & Firmware	119-2020-55	\$ -	\$ -	\$ -	\$ 100,000
ELECTRICAL SERVICES TOTAL		\$ 31,000	\$ 495,000	\$ 526,000	\$ 550,000
856 FIELD SERVICES CONSTRUCTION					
Replace Valves in Moreno Valley, Menifee, and Perris	120-2020-56	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Replace Valves in Hemet	121-2020-56	\$ -	\$ 60,000	\$ 60,000	\$ 60,000
FIELD SERVICES CONSTRUCTION TOTAL		\$ -	\$ 160,000	\$ 160,000	\$ 160,000



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
 OPERATIONS & MAINTENANCE PROJECTS & EQUIPMENT
 PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
857 ASSET & FACILITIES MANAGEMENT					
Roofing Repairs - 10 Roofs Annually	123-2020-57	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
Roof Repair - Call Center	124-2020-57	\$ -	\$ 30,000	\$ 30,000	\$ -
Tank Coatings - Five Tanks Annually	125-2020-57	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
District Wide Desks and Chairs	126-2020-57	\$ -	\$ 40,000	\$ 40,000	\$ 50,000
Refurbish AC/OMC (Cabinets, Counters, Paint and Carpeting)	127-2020-57	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
Menifee Desalter & Perris FP Brine Tank Pad Replacement	128-2020-57	\$ -	\$ -	\$ -	\$ 210,000
ASSET & FACILITIES MANAGEMENT TOTAL		\$ -	\$ 1,100,000	\$ 1,100,000	\$ 1,290,000
850-857 MAINTENANCE DEPARTMENT TOTAL		\$ 31,000	\$ 3,309,375	\$ 3,340,375	\$ 3,962,765
870 - 875 WATER OPERATIONS					
873 WATER OPERATIONS - PRODUCTION					
Rectifier Upgrade and Cell Expansion - PDF	129-2020-73	\$ -	\$ -	\$ -	\$ 80,000
SPW Valve - PWFP	130-2020-73	\$ -	\$ -	\$ -	\$ 60,000
Dumpster Enclosure - Desalters	131-2020-73	\$ -	\$ -	\$ -	\$ 20,000
Reline/Replace Menifee Decarbonator - Menifee Desalters	132-2020-73	\$ -	\$ 75,000	\$ 75,000	\$ -
Reline Chemical Tanks - PWFP	133-2020-73	\$ -	\$ 75,000	\$ 75,000	\$ -
874 - WATER OPERATIONS - DISTRIBUTION					
Kasco Tank Mixers - Crowley	134-2020-74	\$ -	\$ 58,000	\$ 58,000	\$ -
875 - WATER OPERATIONS - RECYCLED					
Inflatable Dam	135-2020-75	\$ -	\$ 200,000	\$ 200,000	\$ -
870-875 WATER OPERATIONS TOTAL		\$ -	\$ 408,000	\$ 408,000	\$ 160,000



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
OPERATIONS & MAINTENANCE PROJECTS & EQUIPMENT
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
891 SAN JACINTO VALLEY RWRF, SERVICE AREA 31					
Demolition of the Old Blower Building	136-2020-91	\$ -	\$ -	\$ -	\$ 142,000
Plant 2 Aeration Panel Membrane Replacement	137-2020-91	\$ -	\$ -	\$ -	\$ 650,000
Centrifuge Overhaul	138-2020-91	\$ -	\$ -	\$ -	\$ 75,000
SJRWRF Centrifuge SLC500 PLC and PanelView Upgrade	139-2020-91	\$ -	\$ -	\$ -	\$ 39,000
SJRWRF Replace ControlNet with Ethernet	140-2020-91	\$ -	\$ -	\$ -	\$ 62,000
SAN JACINTO VALLEY RWRF TOTAL		\$ -	\$ -	\$ -	\$ 968,000
892 MORENO VALLEY, SERVICE AREA 32					
Odor Scrubber Recirculation Pump (spare for compliance)	141-2020-92	\$ -	\$ 32,000	\$ 32,000	\$ -
Plant 2 Anoxic Mixer (1 per year)	142-2020-92	\$ -	\$ 36,000	\$ 36,000	\$ 36,000
Plant 2 RAS Vaughn Chopper Pump (1 per year)	143-2020-92	\$ -	\$ 56,000	\$ 56,000	\$ 56,000
Induction Box Mixer Modification	144-2020-92	\$ -	\$ -	\$ -	\$ 31,000
Control Building Office Remodel (Supervisor)	145-2020-92	\$ -	\$ 13,000	\$ 13,000	\$ -
Influent Pump Station (IPS) #1 Rebuild	146-2020-92	\$ -	\$ -	\$ -	\$ 27,000
Sludge Transfer Pump- Vogelsang Grinder (1 per year)	147-2020-92	\$ -	\$ 23,000	\$ 23,000	\$ 23,000
Aqua Disk Media PES-13 (1 set per year)	148-2020-92	\$ -	\$ -	\$ -	\$ 40,000
Plant 2 Aeration Panel Replacement	149-2020-92	\$ -	\$ 550,000	\$ 550,000	\$ -
MVRWRF Centrifuge SLC500 PLC and PanelView Upgrade	150-2020-92	\$ -	\$ -	\$ -	\$ 39,000
MVRWRF Tertiary Influent Pump 4, 100HP VFD Replacement	151-2020-92	\$ -	\$ 29,000	\$ 29,000	\$ -
MVRWRF Influent Pump Station VFDs 2, 5, & 7 Replacement	152-2020-92	\$ -	\$ -	\$ -	\$ 81,000
MORENO VALLEY RWRF TOTAL		\$ -	\$ 739,000	\$ 739,000	\$ 333,000



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
894 TEMECULA RWRF, SERVICE AREA 34					
EQ Basin Wet Well Pump	153-2020-94	\$ -	\$ -	\$ -	\$ 189,160
Bio Filter Wet Well Pump	154-2020-94	\$ -	\$ -	\$ -	\$ 17,000
P2 Aeration Membrane Replacement	155-2020-94	\$ -	\$ 150,000	\$ 150,000	\$ 150,000
Dewatering Sludge Hopper Gates	156-2020-94	\$ -	\$ 50,000	\$ 50,000	\$ -
Return Water Wet Well Pump	157-2020-94	\$ -	\$ -	\$ -	\$ 44,000
Dewatering Polymer Unit	158-2020-94	\$ -	\$ -	\$ -	\$ 28,000
Digester 5-6 Mixer Rotating Assembly	159-2020-94	\$ -	\$ -	\$ -	\$ 35,000
Plant 1 Primary Clarifier Flight and Chain	160-2020-94	\$ -	\$ -	\$ -	\$ 18,000
Plant 1 Secondary Clarifiers Rehabilitation	161-2020-94	\$ -	\$ 71,000	\$ 71,000	\$ -
PLT 2 Primary Clarifiers Rehabilitation	162-2020-94	\$ -	\$ -	\$ -	\$ 225,000
PLT 2 RAS Pump	163-2020-94	\$ -	\$ 50,000	\$ 50,000	\$ -
PLT 2 Secondary Clarifiers Rehabilitation	164-2020-94	\$ -	\$ 105,000	\$ 105,000	\$ -
Gravity Filter EFF Gate	165-2020-94	\$ -	\$ -	\$ -	\$ 20,000
Gravity Filter Media	166-2020-94	\$ -	\$ -	\$ -	\$ 400,000
Aqua Disk Media FLT 1-2	167-2020-94	\$ -	\$ -	\$ -	\$ 90,000
Denite Pump 1	168-2020-94	\$ -	\$ 23,000	\$ 23,000	\$ -
Denite Pump 2	169-2020-94	\$ -	\$ -	\$ -	\$ 23,000
TEPs Effluent Valve Replacement	170-2020-94	\$ -	\$ 16,000	\$ 16,000	\$ -
TVRWRF Centrifuge SLC500 PLC and PanelView Upgrade	171-2020-94	\$ -	\$ -	\$ -	\$ 39,000
TVRWRF Aquadisk Filter PLC and TouchPanel upgrade	172-2020-94	\$ -	\$ 97,000	\$ 97,000	\$ 62,000
TVRWRF ATS-2A & ATS-2C Feeder Wire Replacement	173-2020-94	\$ -	\$ 115,000	\$ 115,000	\$ -
TVRWRF Denite Pumps 1, 2, 3 VFD replacement	174-2020-94	\$ -	\$ -	\$ -	\$ 54,000
TVRWRF Ferric Pump 1, 2, 3 Control Panel Replacement	175-2020-94	\$ -	\$ -	\$ -	\$ 65,000
Filter Backwash Basin Repairs	176-2020-94	\$ -	\$ 160,000	\$ 160,000	\$ -
TEMECULA RWRF TOTAL		\$ -	\$ 837,000	\$ 837,000	\$ 1,459,160



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
OPERATIONS & MAINTENANCE PROJECTS & EQUIPMENT
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
895 PERRIS RWRWF, SERVICE AREA 35					
Maintenance Office Building Remodel	205-2018-95	\$ 50,000	\$ -	\$ 50,000	\$ -
P3 Aeration Membrane Replacement	177-2020-95	\$ -	\$ 1,440,000	\$ 1,440,000	\$ -
Belt Press #3 Overhaul	178-2020-95	\$ -	\$ -	\$ -	\$ 292,500
Belt Press #2 Overhaul	179-2020-95	\$ -	\$ -	\$ -	\$ 292,500
Digester #3 Recirculation Valve Replacement	180-2020-95	\$ -	\$ 17,850	\$ 17,850	\$ -
Vulcan Rag Washer / Compactor	181-2020-95	\$ -	\$ -	\$ -	\$ 35,700
Dewatering Building Floor	182-2020-95	\$ -	\$ -	\$ -	\$ 142,600
Tig Welder for Maintenance Shop	183-2020-95	\$ -	\$ 11,500	\$ 11,500	\$ -
Vaughn IPS Submersible Pump End (purchase spare)	184-2020-95	\$ -	\$ -	\$ -	\$ 32,030
PVRWRF Centrifuge SLC500 and PanelView Upgrade	185-2020-95	\$ -	\$ -	\$ -	\$ 39,000
PVRWRF Tertiary Effluent Pump Station VFD Replacement 4					
Total	186-2020-95	\$ -	\$ 100,000	\$ 100,000	\$ 237,000
PVRWRF Biofilter Media Conversion Project	187-2020-95	\$ -	\$ 2,490,000	\$ 2,490,000	\$ -
12KV Distribution System Reliability General	188-2020-95	\$ -	\$ 150,000	\$ 150,000	\$ -
PERRIS RWRWF TOTAL		\$ 50,000	\$ 4,209,350	\$ 4,259,350	\$ 1,071,330
890-895 WATER RECLAMATION TOTAL		\$ 50,000	\$ 5,785,350	\$ 5,835,350	\$ 3,831,490

OPERATIONS & MAINTENANCE BRANCH TOTAL

\$ 81,000 \$ 9,502,725 \$ 9,583,725 \$ 7,954,255



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
LABORATORY EQUIPMENT PROJECTS
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	TOTAL FY 2020 PURCHASES	TOTAL FY 2021 PURCHASES
PLANNING, ENGINEERING & CONSTRUCTION BRANCH					
860 WATER QUALITY / LABORATORY					
Chromatography Instrumentation	240-2017-60	\$ 23,044	\$ 339,000	\$ 362,044	\$ 336,000
Spectrophotometric Analyzer for Nutrient Analysis	241-2018-60	\$ 90,000	\$ -	\$ 90,000	\$ -
Automated Titration Equipment	242-2019-60	\$ -	\$ -	\$ -	\$ -
Kjeldahl Nitrogen Digestion Block	243-2018-60	\$ 14,400	\$ -	\$ 14,400	\$ -
Microwave Digestion Equipment	245-2019-60	\$ -	\$ -	\$ -	\$ -
Inductively Coupled Plasma Emission Spectrometer	246-2019-60	\$ 101,000	\$ -	\$ 101,000	\$ -
Autoclave	189-2020-60	\$ -	\$ 59,400	\$ 59,400	\$ -
Purified Water Equipment	190-2020-60	\$ -	\$ 25,000	\$ 25,000	\$ -
Ductless Fumehoods	191-2020-60	\$ -	\$ 25,200	\$ 25,200	\$ -
Microwave Digestion Equipment	192-2020-60	\$ -	\$ -	\$ -	\$ 42,000
WATER QUALITY / LABORATORY TOTAL		\$ 228,444	\$ 448,600	\$ 677,044	\$ 378,000



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

OPERATING FIXED ASSETS
OTHER DEPARTMENTS
PROPOSED BUDGETS - FISCAL YEARS 2020 & 2021

Branch /Department /Item Description	OFA NUMBER	CARRYOVER FY 2019 TO FY 2020	NEW FY 2020 PURCHASES	FY 2020 TOTAL	FY 2021 TOTAL
ADMINISTRATIVE SERVICES BRANCH					
803 RISK MANAGEMENT					
District-wide Lock Retrofit and Master Key Program	248-2019-03	\$ 200,000	\$ -	\$ 200,000	\$ -
Facility Hardening Efforts	193-2020-03	\$ -	\$ 60,000	\$ 60,000	\$ 60,000
LockOut/BlockOut Equipment Specific	194-2020-03	\$ -	\$ 100,000	\$ 100,000	\$ -
RISK MANAGEMENT TOTAL		\$ 200,000	\$ 160,000	\$ 360,000	\$ 60,000
851 FLEET SERVICES					
On Vehicel Brake Lathe	195-2020-51	\$ -	\$ 15,900	\$ 15,900	\$ -
Motor Pool System Expansion (Kiosk)	196-2020-51	\$ -	\$ 81,000	\$ 81,000	\$ -
FLEET SERVICES TOTAL		\$ -	\$ 96,900	\$ 96,900	\$ -
Total Other Departments-Administrative Services Branch		\$ 200,000	\$ 256,900	\$ 456,900	\$ 60,000



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

CAPITAL IMPROVEMENT PROGRAM

The table below shows a five-year summary of the budgeted capital improvement program (CIP). Generally, the CIP includes projects related to infrastructure such as plants, pipelines, conveyance, land, facilities and other significant improvements. Projects are subject to change due to changing priorities, land acquisition, and regulatory changes. Externally funded projects are not included in the capital budget.

Five Year Capital Improvement Program Summary

Category	Count	Year 1 Budget	Year 2 Budget	Year 3	Year 4	Year 5	5 Year Total
		FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	
Water	137	\$ 38,016,267	\$ 50,913,956	\$ 58,824,723	\$ 41,878,430	\$ 43,493,665	\$ 233,127,040
Wastewater	78	21,220,233	24,267,184	31,731,100	31,073,504	21,083,797	129,375,817
Recycled	27	8,804,919	5,078,620	4,860,067	3,586,049	2,431,844	24,761,499
General	11	2,858,032	3,748,317	1,363,761	2,511,342	519,313	11,000,765
Total CIP	253	\$ 70,899,450	\$ 84,008,077	\$ 96,779,651	\$ 79,049,326	\$ 67,528,618	\$ 398,265,120

The top 5 Water capital improvement projects represent \$47.6 million or 53.5 percent of the total CIP for Water Services, with the Perris II Desalter being the largest project.

WATER				
EMWD Funded CIP	FY 2019-20	FY 2020-21	TOTAL	%
Perris II Desalter	\$ 8,645,109	\$ 15,057,910	\$ 23,703,019	26.7%
Mountain Ave West Replenishment Basin	9,264,002	1,475,764	10,739,766	12.1%
San Jacinto Raw Water Pipeline Phase I	1,560,055	5,115,019	6,675,074	7.5%
Fox Street 1 Mg Tank And Pipeline	3,391,195	-	3,391,195	3.8%
Purified Water Replenishment Treatment Plant	1,060,094	1,990,909	3,051,004	3.4%
Top-5 Projects Subtotal	\$ 23,920,455	\$ 23,639,602	\$ 47,560,057	53.5%
All Other Projects	14,095,812	27,274,353	41,370,165	46.5%
GRAND TOTAL	\$ 38,016,267	\$ 50,913,956	\$ 88,930,222	100.0%

The top 5 Sewer capital improvement projects represent \$19.3 million or 42.4 percent of the total CIP for Sewer Services with the Regional Water Reclamation Facility Blower Electrification being the largest project.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SEWER				
EMWD Funded CIP	FY 2019-20	FY 2020-21	TOTAL	%
RWRF Blower Electrification	\$ 4,262,919	\$ 3,232,504	\$ 7,495,423	16.5%
SJVRWRF Plant 1 Rehab	488,991	3,964,900	4,453,891	9.8%
MVRWRF Tertiary Effluent Equalization	1,756,529	1,269,617	3,026,147	6.7%
MVRWRF Plant 2B Equipping	524,898	1,734,124	2,259,022	5.0%
MVRWRF Teps MCC Replacement	2,035,323	23,316	2,058,640	4.5%
Top-5 Projects Subtotal	\$ 9,068,661	\$ 10,224,461	\$ 19,293,122	42.4%
All Other Projects	12,151,572	14,042,723	26,194,295	57.6%
GRAND TOTAL	\$ 21,220,233	\$ 24,267,184	\$ 45,487,417	100.0%

The top 5 Recycled capital improvement projects represent \$10.9 million or 78.2 percent of the total CIP for Recycled Water Services, with the Temecula Valley Recycled Water Pipeline Phase I being the largest project.

RECYCLED				
EMWD Funded CIP	FY 2019-20	FY 2020-21	TOTAL	%
Temecula Valley Recycled Water Pipeline Phase I	\$ 5,553,387	\$ 1,363,343	\$ 6,916,730	49.8%
Reach 4 Booster Station Pump Upgrade	1,064,624	-	1,064,624	7.7%
French Valley Rec Wtr Dist P/L Expansion Ph II	212,090	795,207	1,007,298	7.3%
Winchester Pond Site Optimization Phase III	180,047	820,604	1,000,651	7.2%
Winchester RW Pipe Corrosion Protection (Pvrw-024)	139,286	725,635	864,921	6.2%
Top-5 Projects Subtotal	\$ 7,149,434	\$ 3,704,790	\$ 10,854,224	78.2%
All Other Projects	1,655,485	1,373,830	3,029,315	21.8%
GRAND TOTAL	\$ 8,804,919	\$ 5,078,620	\$ 13,883,539	100.0%

The top 5 General capital improvement projects represent \$6.6 million of the total CIP for General Facilities with the Headquarters Building Renovation Phase I being the largest single general facilities project.

GENERAL				
EMWD Funded CIP	FY 2019-20	FY 2020-21	TOTAL	%
Headquarters Building Renovation Phase I	\$ 656,323	\$ 2,423,914	\$ 3,080,237	46.6%
OMC Gate 5 Improvements	495,390	1,247,380	1,742,770	26.4%
OMC Laboratory Modification	1,556,319	-	1,556,319	23.6%
Corrosion Protection Improvement District Wide	150,000	-	150,000	2.3%
Fleet Services Cng Retrofit	-	65,062	65,062	1.0%
Top-5 Projects Subtotal	\$ 2,858,032	\$ 3,736,355	\$ 6,594,387	99.8%
All Other Projects	-	11,962	11,962	0.2%
GRAND TOTAL	\$ 2,858,032	\$ 3,748,317	\$ 6,606,349	100.0%



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SPECIAL PROJECTS AND STUDIES

Special projects and studies are primarily driven by the need for planning and analysis in the management and development of water resources and wastewater resources. These costs are included in other non-operating expense.

Conservation Program Projects

Conservation program projects promote responsible use of limited water resources. These costs are also included in other non-operating expense.

SPECIAL PROJECTS & STUDIES		
Branch /Department /Item Description	FY 2019-20 Budget	FY 2020-21 Budget
ENGINEERING & OPERATIONS BRANCH		
820 GROUNDWATER MANAGEMENT & FACILITIES PLANNING		
Monitoring Well - West San Jacinto Basin	\$ 350,000	\$ 350,000
Well Screen Downhole Video Data Collection	15,000	15,000
Water Rights Support	50,000	-
Groundwater Model Simulations	75,000	75,000
West San Jacinto Monitoring Program	150,000	150,000
East San Jacinto Monitoring Program (EMWD's Share)	150,000	150,000
Water System Hydraulic Model Updates	100,000	100,000
North San Jacinto Initiative	15,000	15,000
Update 10-Year CIP Based on New Projection Data	-	500,000
Update Regional Groundwater Model	-	1,000,000
Exploratory Drilling	100,000	100,000
Recharge Demonstration Test	200,000	200,000
Lakeview Project, Phase 2	500,000	500,000
Hydrogeological Investigation (TBD)	100,000	100,000
Well Siting (General)	80,000	80,000
GROUNDWATER MANAGEMENT & FACILITIES PLANNING TOTAL	\$ 1,885,000	\$ 3,335,000
826 CONSERVATION		
Rebate Program	\$ 40,000	\$ 40,000
Energy Savings Assistance Program (HECW)	50,000	50,000
Residential Efficiency Program	65,000	65,000
Residential Water Surveys	175,000	175,000
Plan Check Consulting Services	100,000	100,000
Turf Conversion Program	1,000,000	1,000,000
Ag and Landscape Efficiency Program	410,000	410,000
Water Supply Strategic Update	100,000	-
Water Shortage Contingency Plan	50,000	50,000
Urban Water Management Plan	-	100,000
CONSERVATION TOTAL	\$ 1,990,000	\$ 1,990,000
855 ELECTRICAL SERVICES		
OMC/AC Building Fire Alarm Upgrade Assessment	\$ -	\$ 100,000
ELECTRICAL SERVICES TOTAL	\$ -	\$ 100,000
ENGINEERING & OPERATIONS BRANCH TOTAL	\$ 3,875,000	\$ 5,425,000
ADMINISTRATIVE SERVICES BRANCH		
803 SAFETY, RISK & EMERGENCY MANAGEMENT		
SubSurface Infrastructure Seismic Study	\$ 100,000	\$ -
SAFETY, RISK & EMERGENCY MANAGEMENT TOTAL	\$ 100,000	\$ -
ADMINISTRATIVE SERVICES BRANCH TOTAL	\$ 100,000	\$ -
TOTAL SPECIAL PROJECTS & STUDIES	\$ 3,975,000	\$ 5,425,000

APPENDIX A - DEPARTMENTAL BUDGETS

The departmental budgets provide the resources needed to accomplish strategic plan initiatives.

Departmental budgets are presented with a narrative describing the mission statement, roles and responsibilities, accomplishments for Fiscal Years 2017-18 and 2018-19, goals and objectives for Fiscal Years 2019-20 and 2020-21, significant changes from prior year, and position changes. Following the narratives are the departmental organization charts and department expense summary tables, which reflect actual expenses for Fiscal Year 2017-18 and budgeted expenses for Fiscal Years 2018-19, 2019-20, and 2020-21.

EXECUTIVE BRANCH

<p>Mission Statement</p> <p>The mission of the General Manager’s office is to provide overall organizational leadership and to work with the Board of Directors in implementing policies, strategic goals and key objectives for the organization.</p>	<p>Significant Changes from Prior Budget</p> <p>No significant changes from prior budget.</p>
<p>Roles and Responsibilities</p> <ul style="list-style-type: none">◆ Collaborate with the Board on development of vision, policies and strategic direction for the organization.◆ Pursue industry leading concepts for EMWD.◆ Build community leader relationships.	<p>Position Changes</p> <p>There are no changes in the number of positions.</p>



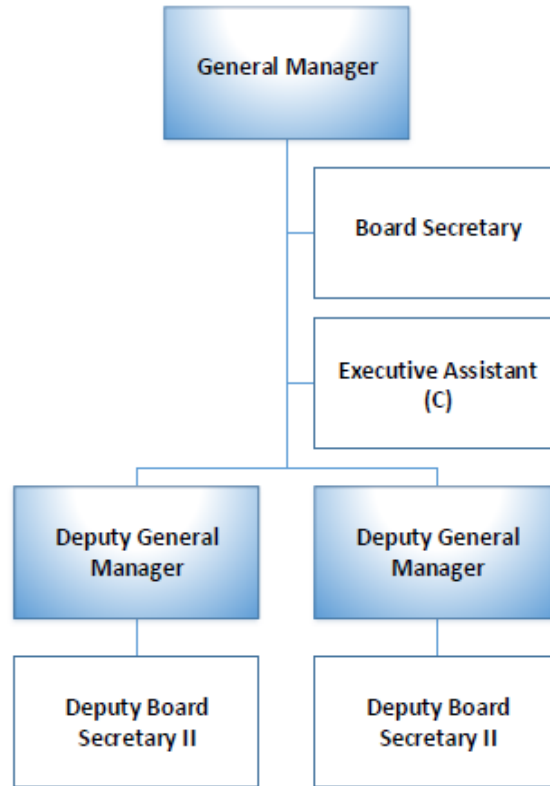
EXECUTIVE BRANCH

Accomplishments in FY 2017/2018 & 2018-2019	Goals & Objectives FY 2019/2020 & 2020/2021
<ul style="list-style-type: none">◆ Continued to drive the execution on the District’s 2016-2018 Strategic Plan in all areas of strategic importance.◆ Continued to drive the execution of the tactical elements, known as Strategic Priorities, to fully implement the Strategic Plan.◆ Provided organizational leadership to the District’s employees.	<ul style="list-style-type: none">◆ Drive organizational excellence and teamwork throughout the organization.◆ Support all District employees in the execution of the 2019-2021 Strategic Plan and Strategic Priorities.◆ Provide leadership for all employees in the following areas:<ul style="list-style-type: none">➤ Quality assurance of all District products and services.➤ Implementation of organizational vision, policies and strategic plans.➤ Prompt and accurate communications➤ Employee accessibility, mentoring and organizational development.➤ Adherence to the District’s standards and guiding principles.➤ Advocate for the District’s safety culture.◆ Build external interagency relationships and provide leadership among agencies.◆ Act in concert with the Board to effectively interface with federal, state and local elected and appointed officials.◆ Provide industry leadership and advocacy on behalf of EMWD.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Executive Department 802



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	5
Headcount	5

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

BOARD OF DIRECTORS - 071800 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget		-	-	-
WAGES	\$ 167,393	\$ 183,300	\$ 184,573	\$ 191,964
BENEFITS	93,515	98,400	108,336	114,127
TOTAL WAGES & BENEFITS	\$ 260,908	\$ 281,700	\$ 292,909	\$ 306,091
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	260,908	281,700	292,909	306,091

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 238,677	\$ 281,700	\$ 292,909	\$ 306,091
53000:53999 - DIRECT LABOR	\$ 238,677	\$ 281,700	\$ 292,909	\$ 306,091
54120 - DIRECT MATERIALS	1,629	3,500	3,500	3,500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	5,000	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 1,629	\$ 8,500	\$ 3,500	\$ 3,500
56160 - OUTSIDE SERVICES	1,318	3,500	3,500	3,500
56181 - REFUSE & WASTE HAULING	89	-	-	-
56900 - ELECTION EXPENSE	-	300,000	-	200,000
57000 - AGENCY CONTRIBUTIONS	102,606	50,000	95,000	95,000
56000:57000 - OUTSIDE SERVICES	\$ 104,013	\$ 353,500	\$ 98,500	\$ 298,500
57134 - SOFTWARE LICENSE & SUPPORT	4,277	-	-	-
57100:57400 - RENTS & LEASES	\$ 4,277	\$ -	\$ -	\$ -
58121 - CONFERENCE FEES	3,750	15,000	18,000	18,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	58,868	55,000	65,000	65,000
58163 - DUES & MEMBERSHIP FEES	56,847	40,000	65,000	65,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 119,465	\$ 110,000	\$ 148,000	\$ 148,000
59170 - OVERHEAD VARIANCE	13,486	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 13,486	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 481,546	\$ 753,700	\$ 542,909	\$ 756,091

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

EXECUTIVE - 071100 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	4	5	5	5
WAGES	\$ 663,422	\$ 673,100	\$ 687,439	\$ 704,795
BENEFITS	327,412	331,700	358,245	387,939
TOTAL WAGES & BENEFITS	\$ 990,834	\$ 1,004,800	\$ 1,045,684	\$ 1,092,733
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	990,834	1,004,800	1,045,684	1,092,733

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 960,292	\$ 1,004,800	\$ 1,045,684	\$ 1,092,733
53000:53999 - DIRECT LABOR	\$ 960,292	\$ 1,004,800	\$ 1,045,684	\$ 1,092,733
54120 - DIRECT MATERIALS	39,889	10,000	10,000	10,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,000	1,000	1,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	250	1,000	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	67	-	-	-
54140 - INVENTORY MATERIALS	50	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 40,256	\$ 12,000	\$ 11,000	\$ 11,000
56160 - OUTSIDE SERVICES	202,944	225,000	225,000	225,000
56161 - TEMPORARY SERVICES	15,758	-	-	-
56266 - CONSULTANTS-OTHER	274,397	290,000	300,000	300,000
56768 - OUTSIDE PERMIT FEES	809	800	-	-
57000 - AGENCY CONTRIBUTIONS	431,070	400,000	400,000	400,000
56000:57000 - OUTSIDE SERVICES	\$ 924,978	\$ 915,800	\$ 925,000	\$ 925,000
57235 - EQUIPMENT RENTAL	8,676	8,700	17,300	17,800
57100:57400 - RENTS & LEASES	\$ 8,676	\$ 8,700	\$ 17,300	\$ 17,800
58121 - CONFERENCE FEES	-	5,000	5,000	5,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	37,466	30,000	30,000	30,000
58163 - DUES & MEMBERSHIP FEES	152,432	165,000	165,000	165,000
58164 - SUBSCRIPTIONS	2,500	30,000	30,000	30,000
58240 - LEGAL-RETAINER FEE	356,381	475,000	475,000	475,000
58250 - LEGAL-OTHER	309,882	150,000	150,000	150,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 858,661	\$ 855,000	\$ 855,000	\$ 855,000
59170 - OVERHEAD VARIANCE	33,803	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 33,803	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 2,826,666	\$ 2,796,300	\$ 2,853,984	\$ 2,901,533



PUBLIC AND GOVERNMENTAL AFFAIRS DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of Public and Governmental Affairs is to: engage and inform the public and stakeholders through multi-media communications; promote EMWD services, programs and key messages; advocate EMWD’s interests in the federal, state, and local legislative arenas; and promote and sustain effective communication between EMWD and partnering agencies to optimize public service.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <p>Increased funding is being requested for FY 2019-20 to accommodate greater expenses related to staff travel, labor costs due to new Legislative Analyst position, and overtime. While we have a process in place to manage overtime, it is often out of our direct control because we have to react to situations as they occur and receive frequent last minute requests.</p>
<p style="text-align: center;">Roles and Responsibilities</p> <ul style="list-style-type: none"> • Raising EMWD’s profile in the service area and the industry through communication and outreach activities such as: EMWD’s website, intranet and social media outlets; publishing customer communications including written materials, videos, etc.; serving as liaisons to cities, sub-agencies, and community, industry and professional groups; directing the implementation of customer surveys and outreach; mitigating customer impacts of construction projects and creating outreach plans for high profile construction, rate increases and other issues impacting customers; responding to customer complaints, inquiries; working with key staff and stakeholders to host tours, dedications and other events. • Ensuring that state and federal legislation and policy is reasonable, based on sound science, does not inadvertently impact EMWD operations through intended or unintended consequences and benefits EMWD; maintain EMWD’s presence in Washington, DC and Sacramento, CA. • Supporting the Board members in the community and at events. • Planning, creating, managing, and implementing a comprehensive K-12 education program for the 11 school districts and individual private schools in EMWD’s service area. 	<p style="text-align: center;">Position Changes</p> <p>In FY 2019-20 a Legislative Analyst I/II will be added due to increased workload and efforts related to legislative activities. In addition, with the restructuring of the department in FY 2018-19, the department plans to reclassify several positions during FY 2019-20.</p>



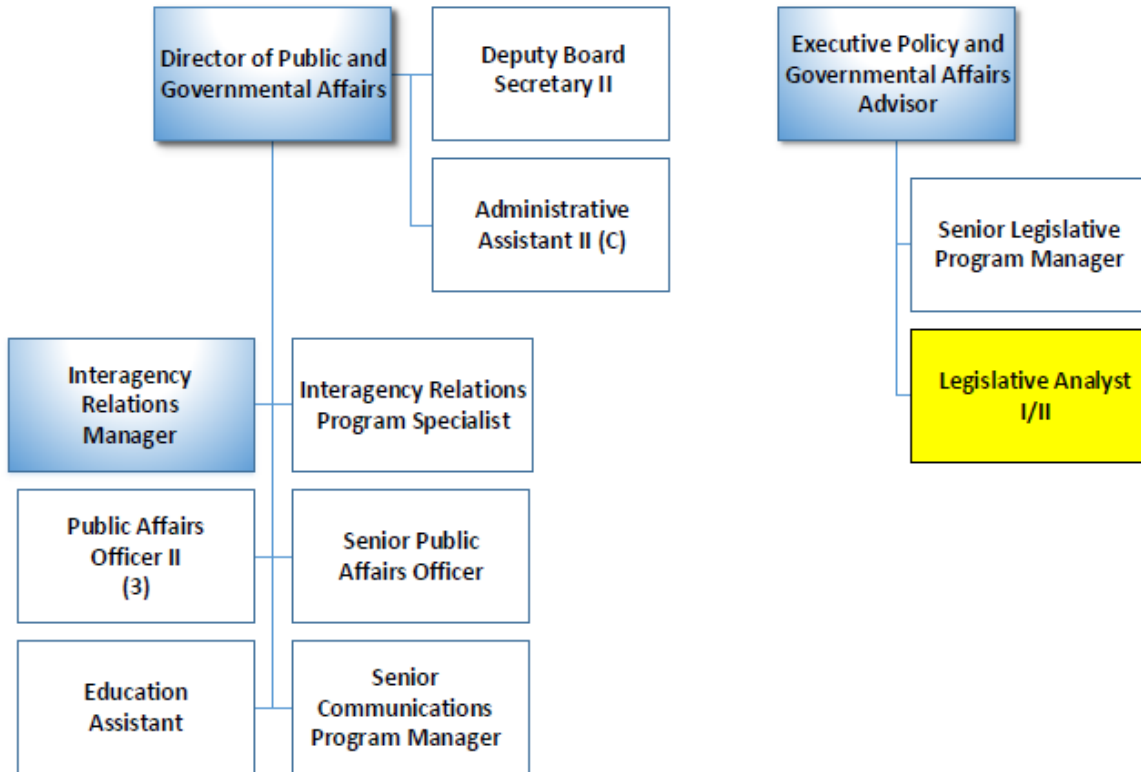
PUBLIC AND GOVERNMENTAL AFFAIRS DEPARTMENT

<p>Accomplishments in FY 2017-18 and 2018-19</p>	<p>Goals & Objectives FY 2019-20</p>	<p>Goals & Objectives FY 2020-21</p>
<ul style="list-style-type: none"> ◆ Hosted inaugural State of the District event. ◆ Established EMWD as statewide leader on water tax outreach; successfully co-sponsored then shepherded AB 2050 to Governor’s Office; and secured testimony and letters of support for California WaterFix. ◆ Initiated Latino Outreach Program. ◆ Commenced branding and outreach for Groundwater Reliability Plus, including regional “Healthy Sewers” component. ◆ Expanded public outreach via social media, videos and website communications. ◆ Realized more than 170 program participants in Youth Ecology Corps. ◆ Earned 5 Public Relations Society of America and 2 California Association of Public Information Officials awards. ◆ Received J.D. Power and Associates award highlighting outstanding communications. ◆ Produced new Capital Improvement Plan report. ◆ Secured \$2.78 million in the USACE FY 2018 work-plan for the Perris II Desalter, continued to serve as an industry leader on Title XVI reauthorization. 	<ul style="list-style-type: none"> ◆ Fully execute several campaigns including legislative outreach and Groundwater Reliability Plus. ◆ Develop and launch Water Use Efficiency initiative branding and outreach plans, including Landscape Transformation. ◆ Enhance social media presence and increase video productions. ◆ Develop comprehensive Communications Master Plan for internal and external audiences. ◆ Continue to support Board members in the community, and at events. ◆ Provide presentations, field trips, teacher workshops, and materials to more than 60,000 students in area schools. ◆ Expand Water Bottle Fill Station Program to public school day care sites. ◆ Continue to represent EMWD in the state and federal legislative and policy arenas, as well as at Metropolitan Water District. ◆ Launch Pipeline Intranet redesign. 	<ul style="list-style-type: none"> ◆ Continue Goals and Objectives from FY 2019-20. ◆ Implement findings from Communications Master Planning effort. ◆ Implement electronic annual report.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Public and Governmental Affairs Department 804



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	13
Headcount	13
FY 19/20 +1 Position Revised Headcount/FTE	14

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

PUBLIC & GOVERNMENTAL AFFAIRS - 070400				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	13	13	14	14
WAGES	\$ 1,504,651	\$ 1,309,500	\$ 1,531,552	\$ 1,584,327
BENEFITS	585,129	658,500	845,684	917,878
TOTAL WAGES & BENEFITS	\$ 2,089,780	\$ 1,968,000	\$ 2,377,236	\$ 2,502,205
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	2,089,780	1,968,000	2,377,236	2,502,205

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 2,185,258	\$ 1,968,000	\$ 2,377,236	\$ 2,502,205
53000:53999 - DIRECT LABOR	\$ 2,185,258	\$ 1,968,000	\$ 2,377,236	\$ 2,502,205
54120 - DIRECT MATERIALS	261,479	197,800	200,000	200,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	800	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	1,710	5,500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	1,540	3,600	1,800	1,800
54125 - NEW COMPUTER WORKSTATIONS	3,684	-	-	-
54126 - REPLACEMENT COMPUTER WORKSTATIONS	280	-	-	-
54140 - INVENTORY MATERIALS	1,708	6,750	300	300
54446 - TOOLS	87	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 270,488	\$ 214,450	\$ 202,100	\$ 202,100
56160 - OUTSIDE SERVICES	556,243	746,700	800,000	800,000
56161 - TEMPORARY SERVICES	8,657	-	30,000	-
56266 - CONSULTANTS-OTHER	26,125	-	50,000	50,000
56560 - POSTAGE	148,161	111,100	160,000	110,000
57000 - AGENCY CONTRIBUTIONS	10,500	15,000	25,000	25,000
56000:57000 - OUTSIDE SERVICES	\$ 749,686	\$ 872,800	\$ 1,065,000	\$ 985,000
57130 - OUTSIDE EQUIPMENT	1,890	-	10,000	10,000
57134 - SOFTWARE LICENSE & SUPPORT	1,278	-	-	-
57135 - CLOUD SERVICE SUBSCRIPTIONS	14,485	22,500	60,000	60,000
57235 - EQUIPMENT RENTAL	20,290	21,700	20,000	20,600
57100:57400 - RENTS & LEASES	\$ 37,943	\$ 44,200	\$ 90,000	\$ 90,600
58121 - CONFERENCE FEES	8,790	18,700	10,000	10,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	63,316	53,200	75,000	75,000
58163 - DUES & MEMBERSHIP FEES	14,255	18,300	20,000	20,000
58164 - SUBSCRIPTIONS	14,590	3,000	4,000	4,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 100,952	\$ 93,200	\$ 109,000	\$ 109,000
59170 - OVERHEAD VARIANCE	(87,819)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (87,819)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 3,256,507	\$ 3,192,650	\$ 3,843,336	\$ 3,888,905



ADMINISTRATIVE SERVICES BRANCH

<p>Mission Statement</p> <p>The mission of the Administrative Services branch leadership is to provide overall organizational leadership and to work with the General Manager and the Board of Directors in implementing policies, strategic goals and key objectives for the organization.</p>	<p>Significant Changes from Prior Budget</p> <p>No significant changes from prior budget.</p>
<p>Roles and Responsibilities</p> <p>The Administrative Services Branch includes the departments of Finance, Special Funding Districts, Customer Service, Meter Services, Information Systems, Purchasing, Contracts, Records Management, Warehouse and Fleet Operations. Their roles and responsibilities are further outlined in the specific budgets for those departments.</p>	<p>Position Changes</p> <p>There are no changes in the number of positions.</p>

ADMINISTRATIVE SERVICES BRANCH

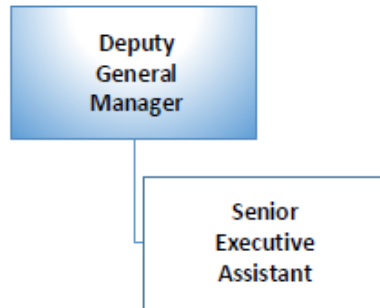
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<p>Highlights from Administrative Services Departments (refer to specific department pages)</p> <ul style="list-style-type: none"> ◆ Continued to optimize debt portfolio by successfully refunding and restructuring the \$200 million, 2017E and 2017F series bonds. ◆ Completed the Cost of Service Study and implemented for Fiscal Year 2017-2018. ◆ Completed 2018 cyber - security audit check-up. ◆ Implemented Wastewater SCADA server upgrades, cybersecurity implementation, disaster recovery plan. ◆ Completed the Customer Information and Billing System (CIS) selection phase of the replacement project. ◆ Successfully completed the Call Center IVR redesign project and launched a customer satisfaction survey program. ◆ Successfully completed the District’s Automated Metering Infrastructure (AMI) Project, eliminating 100% of manual meter reading. ◆ Successfully completed and implemented a District-wide e-Mail Management System. ◆ Developed and presented recommendations for advancing Phase 3 of the District’s Solar Power initiative. 	<p>Excerpts from Administrative Services Departments (refer to specific department pages)</p> <ul style="list-style-type: none"> ◆ Initiate implementation of the Customer Information System (CIS), Customer Self Service (CSS) and Mobile Work Management (MWM) replacement project. ◆ Implement the requirements of Senate Bill 998 (SB998) ◆ Engage consulting services for ERP evaluation and implementation. ◆ Complete implementation of talent/learning management platform. ◆ Implement Groundwater accounting and inventory system. ◆ Develop an Information Governance Committee for formulating policy level records management direction. ◆ Complete pilot testing and strategically deploy remote on/off water meters. ◆ Implement “Paperless Shop” functionality within the RTA Fleet Management System. 	<p>Excerpts from Administrative Services Departments (refer to specific department pages)</p> <ul style="list-style-type: none"> ◆ Complete the CIS, CSS, MWM Project. ◆ Implement disaster recovery for key enterprise applications. ◆ Implement GIS Master Plan. ◆ Implement a replacement or updated e-Procurement system for managing and administering solicitation requests, evaluation processes, and associated documentation. ◆ Implement Mobile Work Management (MWM) in conjunction with the District’s Customer Information and Billing System (CIS) Replacement Project. ◆ Expand the use of alternative fueled vehicles.






ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Administrative Services Department 819



-  Supervisor and Above
-  Proposed New Position
-  Part Time Position

Departmental Staffing	
Full Time Equivalent	2
Headcount	2

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

ADMINISTRATIVE SERVICES - 071900 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	2	4	2	2
WAGES	\$ 478,659	\$ 389,187	\$ 369,668	\$ 380,684
BENEFITS	185,117	199,646	189,633	206,003
TOTAL WAGES & BENEFITS	\$ 663,776	\$ 588,833	\$ 559,301	\$ 586,687
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	663,776	588,833	559,301	586,687

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 678,823	\$ 588,833	\$ 559,301	\$ 586,687
53198 - LIGHT DUTY ASSIGNMENT	1,517	-	-	-
53000:53999 - DIRECT LABOR	\$ 680,341	\$ 588,833	\$ 559,301	\$ 586,687
54120 - DIRECT MATERIALS	647	1,000	1,000	1,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	235	1,000	1,000	1,000
54000:54999 - MATERIALS & SUPPLIES	\$ 882	\$ 2,000	\$ 2,000	\$ 2,000
56160 - OUTSIDE SERVICES	(1,676)	5,000	5,000	5,000
56000:57000 - OUTSIDE SERVICES	\$ (1,676)	\$ 5,000	\$ 5,000	\$ 5,000
58121 - CONFERENCE FEES	3,144	6,000	6,000	6,000
58123 - OUTSIDE TECHNICAL TRAINING	325	1,000	1,000	1,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	32,493	30,000	30,000	30,000
58163 - DUES & MEMBERSHIP FEES	1,714	2,500	2,500	2,500
58164 - SUBSCRIPTIONS	17,595	18,000	4,000	4,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 55,271	\$ 57,500	\$ 43,500	\$ 43,500
59170 - OVERHEAD VARIANCE	(16,743)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (16,743)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 718,076	\$ 653,333	\$ 609,801	\$ 637,187



HUMAN RESOURCES

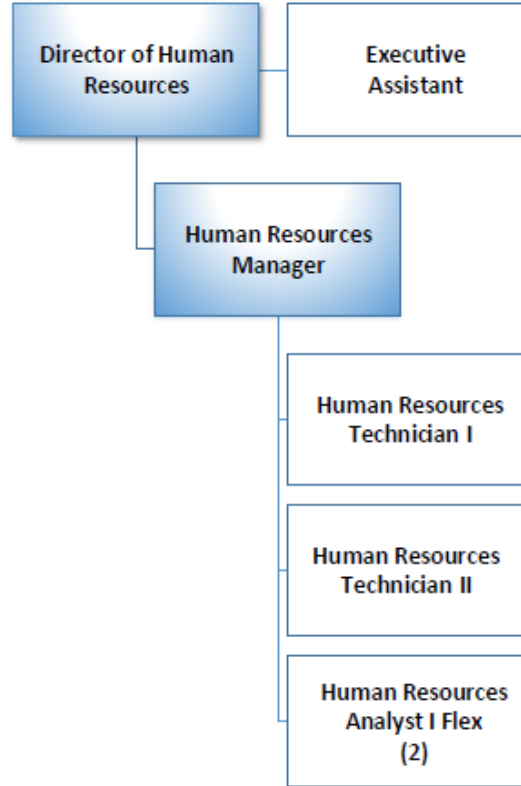
<p style="text-align: center;">Mission Statement</p> <p>The mission of the Human Resources Department is to advance workforce excellence. The strategic goal is to be the employer of choice to attract and retain high performing employees by creating and sustaining a work culture that is safe, ethical, promotes innovation, and provides opportunities for employee development.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Continue outreach programs which provide for succession planning. • Create and strengthen partnerships with Universities to provide internships to students who are assigned senior projects related to District objectives. • Expansion of the apprentice program to departments where increase of projected retirements is forecasted. • Expansion of the MyHR system to incorporate other free standing systems, creating efficiencies and reducing costs.
<p style="text-align: center;">Roles and Responsibilities</p> <ul style="list-style-type: none"> • Recruit and retain highly qualified and productive employees by providing competitive compensation and opportunities for career development and advancement. • Provide a safe work environment, applicable training, equipment and other resources necessary to ensure the highest level of employee and community safety. • Ensure an ethical work environment by applying EMWD’s Guiding Principles into all aspects of the District’s business. • Promote collaboration and creativity to achieve EMWD’s goals and objectives through employee engagement, encouraging and supporting self-development, and recognition of achievements. • Provide clear and open communication, fostering a positive interaction between management and employees which encourages exchange of ideas, information and process improvements. 	<p style="text-align: center;">Position Changes</p> <p>Following the retirement of a Senior Human Resources Analyst, the department was restructured to provide a streamline of duties. The department now consists of one HR Director, one HR Manager, two Human Resources Analyst, and two Human Resources Technicians.</p> <p>There are no changes in the number of authorized positions.</p>

HUMAN RESOURCES

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Implemented new Human Resources/Payroll application upgrade. ◆ Implemented apprenticeship program. The two current apprentices have been performing at top of the class. ◆ Developed and implemented employee volunteer program which enhances our community presence and employee connection to the customers we serve. ◆ Completed a District-wide Class and Compensation Study. 	<ul style="list-style-type: none"> ◆ Implement the Learning Module in the MyHR system, eliminating the free standing in house application of Training Depot which would streamline the process and eliminate repeated data entry. ◆ Expand the apprenticeship program. ◆ Implement a Supervisor Training Boot Camp for newly promoted supervisors. ◆ Successfully complete labor negotiations prior to contract expiration. ◆ Strengthen outreach to recruit high potential candidates. 	<ul style="list-style-type: none"> ◆ Implement the Onboarding module in the MyHR system, eliminating a free standing system and streamlining the recruitment to hire process. ◆ Begin the discovery phase to implement the Performance Management module in MyHR system to eliminate the free standing system and reduce costs.

Organization Chart and Department (Financial) Summary

**Human Resources
Department 803**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	7
Headcount	7

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

HUMAN RESOURCES - 072300 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	7	7	7	7
WAGES	\$ 679,729	\$ 678,600	\$ 701,275	\$ 718,968
BENEFITS	314,565	345,600	365,272	395,268
TOTAL WAGES & BENEFITS	\$ 994,294	\$ 1,024,200	\$ 1,066,547	\$ 1,114,236
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	994,294	1,024,200	1,066,547	1,114,236

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 974,747	\$ 1,024,200	\$ 1,066,547	\$ 1,114,236
53000:53999 - DIRECT LABOR	\$ 974,747	\$ 1,024,200	\$ 1,066,547	\$ 1,114,236
54120 - DIRECT MATERIALS	40,290	72,000	82,300	82,500
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	3,500	1,000	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	19	4,300	2,300	2,300
54000:54999 - MATERIALS & SUPPLIES	\$ 40,309	\$ 79,800	\$ 85,600	\$ 84,800
56160 - OUTSIDE SERVICES	179,194	280,000	256,500	256,500
56161 - TEMPORARY SERVICES	51,334	100,000	90,000	90,000
56266 - CONSULTANTS-OTHER	239,445	110,000	62,000	37,000
56560 - POSTAGE	-	200	-	-
56000:57000 - OUTSIDE SERVICES	\$ 469,973	\$ 490,200	\$ 408,500	\$ 383,500
57235 - EQUIPMENT RENTAL	112	500	-	-
57100:57400 - RENTS & LEASES	\$ 112	\$ 500	\$ -	\$ -
58121 - CONFERENCE FEES	11,450	23,000	29,000	29,000
58122 - TECHNICAL TRAINING EXPENSE	76,117	100,500	197,500	197,500
58123 - OUTSIDE TECHNICAL TRAINING	20,000	20,000	35,000	35,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	15,099	28,000	26,900	26,900
58163 - DUES & MEMBERSHIP FEES	1,301	3,700	2,300	2,300
58164 - SUBSCRIPTIONS	3,599	15,000	16,200	14,600
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 127,566	\$ 190,200	\$ 306,900	\$ 305,300
59170 - OVERHEAD VARIANCE	21,035	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 21,035	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,633,742	\$ 1,784,900	\$ 1,867,547	\$ 1,887,836



SAFETY, RISK AND EMERGENCY MANAGEMENT DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Safety, Risk and Emergency Management Department is to provide expertise, guidance, training and support to employees and management in workplace safety, security, emergency management, and risk management.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Adding Safety Glasses and Boots to the SREM budget. These items are being removed from the departmental budgets. • Rekeying of AC/OMC Facilities added to the Operating Fixed Assets (OFA) Budget. • Phase Two of the Seismic Evaluation added to the OFA/Project Budget
<p style="text-align: center;">Roles and Responsibilities</p> <ul style="list-style-type: none"> • Actively support the District’s Safety Council, Joint Labor/Management Safety and Health Committee, and the District’s Total Safety Culture. • Ensure required safety training is readily available for all employees. • Control the District’s liability exposure through cost effective self and purchased insurance programs and acclaims administration. • Facilitate a security program that safeguards the District’s assets and personnel. The security program includes efforts of contract security personnel, video surveillance, access control, and monitoring systems. • Actively support management to ensure that the District’s Emergency Operations Plans are maintained and exercised, with recommended improvements to the District’s emergency preparedness and response capabilities conducted and tracked. 	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions</p>



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Accomplishments in FY 2017-2018, 2018-2019	Goals & Objectives FY 2019/2020	Goals & Objectives FY 2020/2021
<ul style="list-style-type: none"> ◆ The District’s Hazard Mitigation Plan was completed and approved by the State of California Governor’s Office of Emergency Services and the Federal Emergency Management Agency. ◆ Completed a district-wide assessment of the video surveillance system to determine the needs, resources and development of standards for a future Request for Proposal for necessary upgrades. This included the implementation of additional storage capabilities. ◆ Developed and deployed a system for the accurate tracking and completion of recommendations from qualified auditors outlining the Annual Comprehensive Survey Program audit process and District staff involvement. ◆ Performed a Seismic Evaluation of the District’s service area and potential risk assessment of key facilities. ◆ The District’s Emergency Operations Plan went through a complete update and revision to incorporate necessary regulatory required changes. ◆ Completed Phase One of Industrial Hygiene Program Improvements identifying potential Industrial Hygiene related hazards. This includes lead-based (heavy metals) paint; ventilation studies; indoor air quality testing, noise surveys and respiratory hazards. 	<ul style="list-style-type: none"> ◆ Develop and deploy a standard format and guidance document for departments to create Emergency Action Plans and/or Emergency Response Plans. ◆ Perform Phase Two of the Seismic Evaluation. This will look at seismic impacts on sub-surface infrastructure and facilities. ◆ Cal/STAR Recertification this will include completion and correction of Cal/OSHA’s Punch List findings. ◆ Develop and deploy a Training Plan to ensure that all EOC Responders have been properly trained and meet the criteria identified by the State of California for EOC Position Credentialing. ◆ Continue the evolution of the District’s Hazardous Materials Team and incorporate the use of best and leading business practices. ◆ Complete the recommendations made in the Security and Vulnerability Assessment. ◆ Conduct a Risk and Resilience Assessment in cooperation with the requirements of America’s Water Infrastructure Act of 2018. 	<ul style="list-style-type: none"> ◆ Develop and deploy a procedure that ensures the semi-annual testing of the District’s Emergency Operations Plan through tabletop and functional exercises. ◆ Develop and deploy an Active Shooter Policy and Procedure. District-wide training will be incorporated into this procedure. ◆ Work with key departments (Field Engineering, Purchasing and Contracts, Development Services) to ensure that the insurance requirements for vendors, contracts, spec projects, and developers are standardized and consistent for all departments. ◆ Implement the findings and recommendations of the Seismic Evaluation in regards to the District’s Infrastructure. ◆ Work with Insurance Broker to evaluate the Earthquake Insurance market and likelihood of the District procuring such insurance.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Safety, Risk and Emergency Management
Department 807**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	5
Headcount	5

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SAFETY, RISK & EMERGENCY MANAGEMENT - 072400				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	5	5	5	5
WAGES	\$ 534,734	\$ 545,800	\$ 583,293	\$ 587,744
BENEFITS	239,764	271,500	293,291	312,301
TOTAL WAGES & BENEFITS	\$ 774,498	\$ 817,300	\$ 876,584	\$ 900,045
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	774,498	817,300	855,268	878,303

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 758,319	\$ 797,400	\$ 855,268	\$ 878,303
53550 - STANDBY LABOR	14,883	19,900	21,316	21,742
53000:53999 - DIRECT LABOR	\$ 773,202	\$ 817,300	\$ 876,584	\$ 900,045
54120 - DIRECT MATERIALS	11,678	20,400	20,150	20,400
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	7,005	5,750	5,500	5,500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	7,563	3,700	3,550	3,550
54124 - SAFETY SUPPLIES & SAFETY TOOLS	67,682	68,695	173,200	169,500
54126 - REPLACEMENT COMPUTER WORKSTATIONS	84	-	-	-
54140 - INVENTORY MATERIALS	731	1,350	1,350	1,350
54446 - TOOLS	15	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 94,757	\$ 99,895	\$ 203,750	\$ 200,300
55373 - TELEPHONE	4,986	12,386	18,461	18,461
55373:55472 - OTHER UTILITIES	\$ 4,986	\$ 12,386	\$ 18,461	\$ 18,461
56160 - OUTSIDE SERVICES	135,905	149,480	202,980	205,655
56163 - SECURITY SERVICES	1,017,458	923,780	969,969	999,068
56266 - CONSULTANTS-OTHER	-	-	35,000	35,000
56268 - SAFETY CONSULTANTS	21,833	145,800	146,000	135,000
56565 - INSURANCE	1,039,848	1,322,822	1,396,345	1,501,070
56000:57000 - OUTSIDE SERVICES	\$ 2,215,044	\$ 2,541,882	\$ 2,750,294	\$ 2,875,793
57130 - OUTSIDE EQUIPMENT	-	2,400	2,400	2,400
57134 - SOFTWARE LICENSE & SUPPORT	4,824	29,400	89,000	89,000
57135 - CLOUD SERVICE SUBSCRIPTIONS	12,844	41,500	37,500	37,500
57235 - EQUIPMENT RENTAL	31,848	32,000	30,000	30,900
57100:57400 - RENTS & LEASES	\$ 49,516	\$ 105,300	\$ 158,900	\$ 159,800
58121 - CONFERENCE FEES	-	750	750	750
58123 - OUTSIDE TECHNICAL TRAINING	2,295	6,000	6,000	6,000
58124 - SAFETY TRAINING	111,381	235,490	229,750	234,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	3,469	9,300	7,500	8,600
58163 - DUES & MEMBERSHIP FEES	1,960	2,350	2,350	2,350
58164 - SUBSCRIPTIONS	2,343	3,200	3,200	3,200
58250 - LEGAL-OTHER	1	-	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 121,448	\$ -	\$ 249,550	\$ 254,900
59170 - OVERHEAD VARIANCE	4,788	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 4,788	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 3,263,741	\$ 3,833,853	\$ 4,257,539	\$ 4,409,299



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

HAZMAT - 071200 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget		-	-	-
WAGES	\$ -	\$ -	\$ -	\$ -
BENEFITS	-	-	-	-
TOTAL WAGES & BENEFITS	\$ -	\$ -	\$ -	\$ -
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	\$ -	\$ -	\$ -	\$ -

DEPARTMENT EXPENSE BUDGET				
54120 - DIRECT MATERIALS	\$ 459	\$ 5,000	\$ 5,000	\$ 5,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	679	10,000	10,000	10,000
54140 - INVENTORY MATERIALS	-	1,000	1,000	1,000
54446 - TOOLS	-	5,000	5,000	5,000
54000:54999 - MATERIALS & SUPPLIES	\$ 1,139	\$ 21,000	\$ 21,000	\$ 21,000
56160 - OUTSIDE SERVICES	-	10,420	10,000	10,000
56268 - SAFETY CONSULTANTS	-	15,000	15,000	15,000
56000:57000 - OUTSIDE SERVICES	\$ -	\$ 25,420	\$ 25,000	\$ 25,000
57235 - EQUIPMENT RENTAL	9,286	9,300	9,300	9,600
57100:57400 - RENTS & LEASES	\$ 9,286	\$ 9,300	\$ 9,300	\$ 9,600
58121 - CONFERENCE FEES	-	3,000	3,000	3,000
58123 - OUTSIDE TECHNICAL TRAINING	-	4,200	8,000	8,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	61	10,500	10,500	10,500
58163 - DUES & MEMBERSHIP FEES	-	3,200	3,200	3,200
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 61	\$ 20,900	\$ 24,700	\$ 24,700
TOTAL DEPARTMENT BUDGET	\$ 10,486	\$ 76,620	\$ 80,000	\$ 80,300

CUSTOMER SERVICE DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Customer Service department is to achieve excellence in exceeding customer expectations by providing timely, accurate, and efficient billing and contact center services, while offering tools, processes and systems best meeting our customer’s individual needs.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Budgeted labor expense for Customer Service Field Representatives have been transferred from the Billing division of Customer Service (811), to the Meter Services department (812). • CIS Replacement Project Budget
<p style="text-align: center;">Roles and Responsibilities</p> <p>The role of Customer Service is to ensure the accurate billing of water, wastewater and recycled water services, and to effectively and efficiently support customer inquiries and needs in a timely, efficient and highly professional manner.</p>	<p style="text-align: center;">Position Changes</p> <p>(7) Field Representatives were transferred to the Meter Services department.</p>



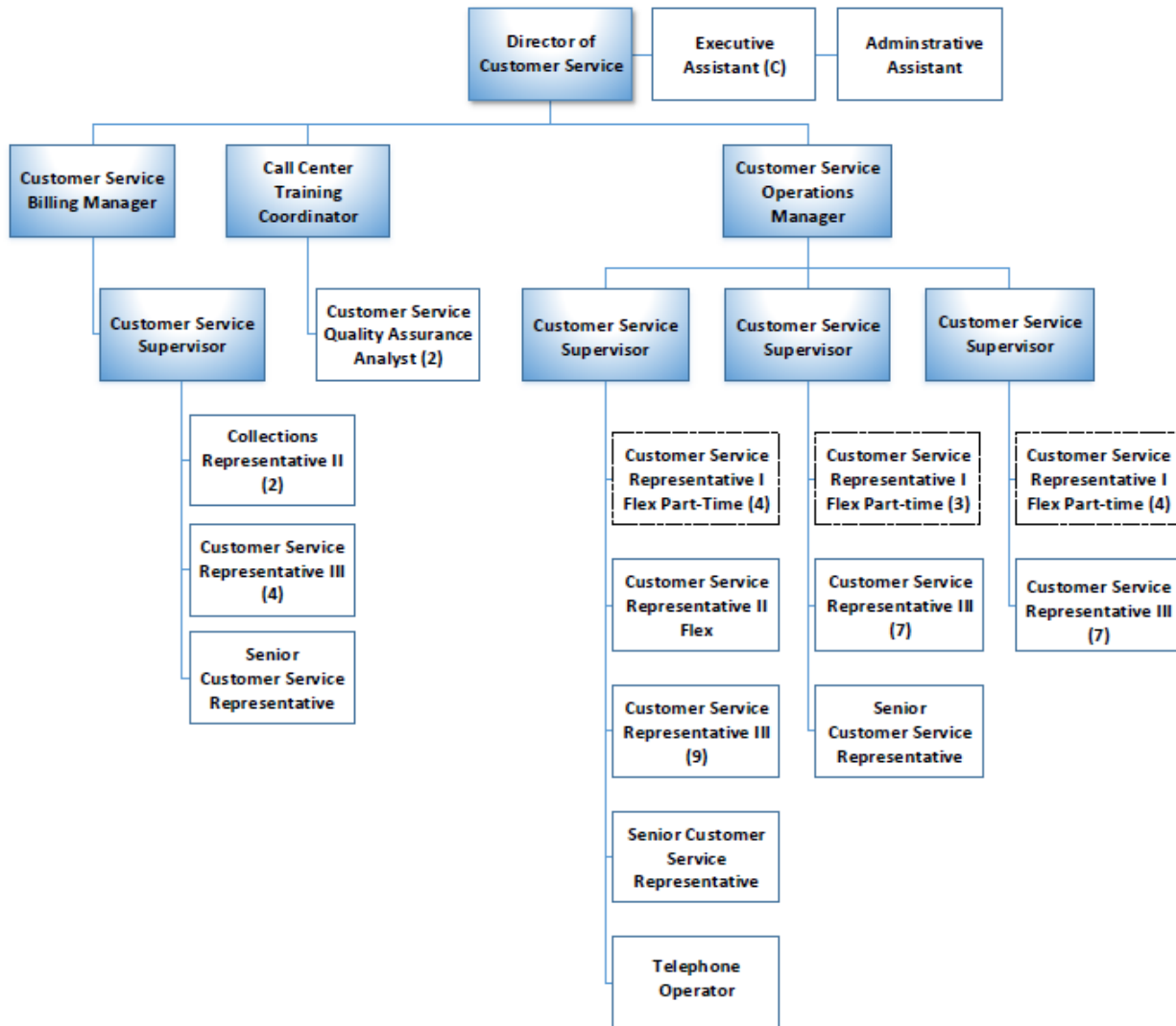
CUSTOMER SERVICE DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Concerted efforts to increase customer self-service resulted in an overall reduction of 17% in call volume over the last two years, an increase of 7% in electronic payments, a 1 minute reduction in customer payment Interactive Voice Response (IVR) handle time, and a 20% uptake in IVR payments utilizing the “remember me” feature. ◆ Technology improvements and enhancements including: Cisco telephone upgrade, meter change automation, refund process automation, and deployment of the Executive Key Performance Indicator Dashboard. ◆ Completed the Customer Information and Billing System (CIS) selection phase of the replacement project. ◆ Developed and successfully introduced monthly performance incentive and recognition programs; deployed an online knowledge management system to house job aides and how to videos; and invested in Call Center training for all levels of staff. ◆ Successfully completed the Call Center IVR redesign project and launched a customer satisfaction survey program. ◆ Achieved an 8% reduction in accounts sent to Collections due to internal outreach efforts. ◆ Initiated a data clean-up effort in preparation for the CIS replacement project. ◆ Revamped the internal Quality Assurance Program. ◆ Improved First Call Resolution (FCR) by 11%. 	<ul style="list-style-type: none"> ◆ Initiate implementation of the Customer Information System (CIS), Customer Self Service (CSS) and Mobile Work Management (MWM) replacement project. ◆ Implement the requirements of Senate Bill 998 (SB998). ◆ Introduce Point of Sale devices for payment processing. ◆ Implement vendor provided contact center services to provide supplemental staffing through implementation of the CIS Replacement Project. ◆ Pilot the delivery of customer delinquency notices via text/email. ◆ Benchmark Call Center and Billing Key Performance Indicators (KPI’s). ◆ Research customer communication preferences. 	<ul style="list-style-type: none"> ◆ Completion of the CIS, CSS, MWM Project. ◆ Research call center speech analytics software to further the Quality Assurance program. ◆ Implement findings from customer communication preference research.



Organization Chart and Department (Financial) Summary

**Customer Service
Department 811**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	51
Headcount	57



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

CUSTOMER SERVICE - 075200 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	53	58	51	51
WAGES	\$ 3,743,186	\$ 4,246,900	\$ 3,618,739	\$ 3,712,990
BENEFITS	2,020,508	2,064,300	1,893,653	2,047,670
TOTAL WAGES & BENEFITS	\$ 5,763,694	\$ 6,311,200	\$ 5,512,392	\$ 5,760,659
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ 494,774	\$ 494,774
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	\$ 5,763,694	\$ 6,311,200	\$ 5,017,618	\$ 5,265,885

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 5,392,493	\$ 6,307,600	\$ 5,014,926	\$ 5,263,112
53198 - LIGHT DUTY ASSIGNMENT	43,153	-	-	-
53550 - STANDBY LABOR	2,812	3,600	2,692	2,773
53000:53999 - DIRECT LABOR	\$ 5,438,457	\$ 6,311,200	\$ 5,017,618	\$ 5,265,885
54120 - DIRECT MATERIALS	14,199	25,500	27,000	27,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	6,180	3,500	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	5,392	1,300	1,850	1,850
54124 - SAFETY SUPPLIES & SAFETY TOOLS	1,122	1,200	1,250	1,250
54126 - REPLACEMENT COMPUTER WORKSTATIONS	4,051	-	-	-
54140 - INVENTORY MATERIALS	3,122	3,200	500	500
54446 - TOOLS	144	500	500	500
54000:54999 - MATERIALS & SUPPLIES	\$ 34,209	\$ 35,200	\$ 31,100	\$ 31,100
55373 - TELEPHONE	17,745	70,000	30,000	30,000
55373:55472 - OTHER UTILITIES	\$ 17,745	\$ 70,000	\$ 30,000	\$ 30,000
56160 - OUTSIDE SERVICES	505,951	550,000	912,000	912,000
56161 - TEMPORARY SERVICES	32,047	100,000	30,623	30,623
56266 - CONSULTANTS-OTHER	-	140,000	-	45,000
56268 - SAFETY CONSULTANTS	-	2,100	2,100	2,100
56560 - POSTAGE	635,207	750,000	750,000	750,000
56000:57000 - OUTSIDE SERVICES	\$ 1,173,204	\$ 1,542,100	\$ 1,694,723	\$ 1,739,723
57134 - SOFTWARE LICENSE & SUPPORT	928	700	-	-
57235 - EQUIPMENT RENTAL	133,957	135,000	-	-
57100:57400 - RENTS & LEASES	\$ 134,885	\$ 135,700	\$ -	\$ -
58121 - CONFERENCE FEES	2,665	8,700	11,500	11,500
58123 - OUTSIDE TECHNICAL TRAINING	17,080	4,000	8,600	8,600
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	9,326	6,900	9,200	9,200
58164 - SUBSCRIPTIONS	272	500	800	800
58930 - BANK SERVICE FEES	679,365	630,000	850,000	850,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 708,709	\$ 650,100	\$ 880,100	\$ 880,100
59170 - OVERHEAD VARIANCE	345,064	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 345,064	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 7,852,274	\$ 8,744,300	\$ 7,653,541	\$ 7,946,808



METER SERVICES DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Meter Services Department is to ensure the timely, accurate, and safe reading and maintenance of District water meters and meter reading infrastructure, and to integrate the use of new technologies into daily business processes to maximize efficiency and customer service, and provide for the safety of our employees.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Completion of the District’s AMI Project.
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Meter Services Department is responsible for gathering and submitting consumption reads for 154,000 customer accounts, for managing and maintaining the District’s automated metering infrastructure (AMI), and for installing, repairing, and replacing both revenue and system water meters.</p>	<p style="text-align: center;">Position Changes</p> <p>Increased the number of positions from (14) to (21) with the transfer of (7) Customer Service Field Representatives from the Customer Service Billing division to Meter Services.</p>



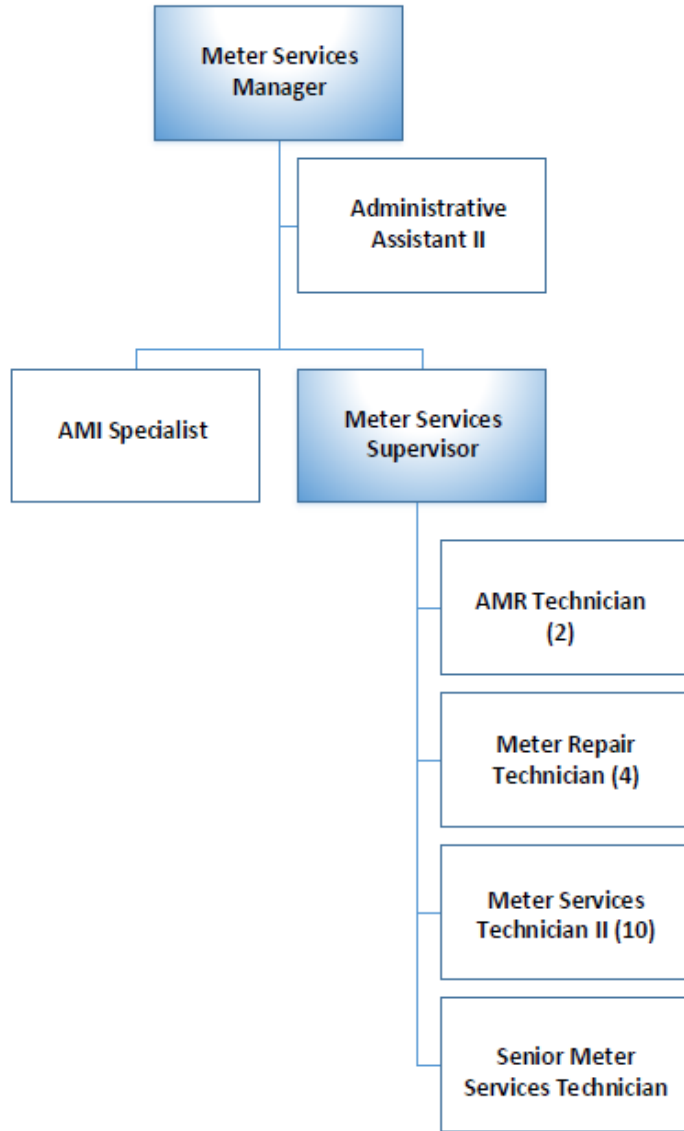
METER SERVICES DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Successfully completed the District’s Automated Metering Infrastructure (AMI) Project. ◆ Installed five (5) Additional Tower Gateway Base-stations (TGB’s) providing enhanced AMI coverage. ◆ Eliminated manual meter reading. ◆ Initiated the testing of new water meter equipment providing remote on/off capabilities. ◆ Successfully upgraded the AMI Regional Network Interface (RNI) to enable enhanced functionality. 	<ul style="list-style-type: none"> ◆ Complete pilot testing and strategically deploy remote on/off water meters. ◆ Conduct an analysis of the District’s Continuous Use Notification system to further customer awareness and increase water savings. ◆ Evaluate billing cycles and utilize AMI functionality to address fluctuations in customer call volume and delinquencies. ◆ Implement AMI usage read accuracy reporting. 	<ul style="list-style-type: none"> ◆ Implement Mobile Work Management (MWM) in conjunction with the District’s Customer Information and Billing System (CIS) Replacement Project. ◆ Train Meter Service Technicians to perform the full range of Meter Service and Delinquency management job duties.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Meter Services
Department 812**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	21
Headcount	21



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

METER SERVICES - 076500				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	21	14	21	21
WAGES	\$ 978,898	\$ 1,009,000	\$ 1,565,662	\$ 1,592,157
BENEFITS	536,453	497,900	827,205	889,499
TOTAL WAGES & BENEFITS	\$ 1,515,352	\$ 1,506,900	\$ 2,392,867	\$ 2,481,657
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 136,382	\$ 135,621	\$ 239,218	\$ 243,658
PLANTS & SERVICE AREAS	530,373	527,415	933,218	967,846
DEPARTMENT DIRECT LABOR	848,597	843,864	1,220,431	1,270,153

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 768,196	\$ 843,864	\$ 1,220,431	\$ 1,270,153
53550 - STANDBY LABOR	-	-	346	356
53000:53999 - DIRECT LABOR	\$ 768,196	\$ 843,864	\$ 1,220,777	\$ 1,270,509
54120 - DIRECT MATERIALS	76,699	17,000	60,000	60,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	615	1,500	40,000	15,000
54123 - METER MATERIALS	3,142	30,000	6,000	6,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	11,298	17,500	10,000	10,000
54140 - INVENTORY MATERIALS	20,823	6,000	10,000	10,000
54446 - TOOLS	1,109	3,000	3,000	3,000
54000:54999 - MATERIALS & SUPPLIES	\$ 113,687	\$ 75,000	\$ 129,000	\$ 104,000
56160 - OUTSIDE SERVICES	473,691	356,300	350,000	350,000
56177 - REPAIRS-OTHER	922	56,000	50,000	50,000
56000:57000 - OUTSIDE SERVICES	\$ 474,613	\$ 412,300	\$ 400,000	\$ 400,000
57235 - EQUIPMENT RENTAL	213,842	215,000	276,400	284,700
57100:57400 - RENTS & LEASES	\$ 213,842	\$ 215,000	\$ 276,400	\$ 284,700
58121 - CONFERENCE FEES	1,422	4,000	4,000	4,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	7,574	7,000	7,000	7,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 8,996	\$ 11,000	\$ 11,000	\$ 11,000
59170 - OVERHEAD VARIANCE	88,390	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 88,390	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,667,723	\$ 1,557,164	\$ 2,037,177	\$ 2,070,209

FINANCE DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Finance Department is to provide sound financial guidance and timely, accurate and informative financial reports and accounting services to the District’s internal and external customers while safeguarding the District’s assets in accordance with Generally Accepted Accounting Principles, applicable laws, regulations and District policies.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <p>The increase in Outside Services budget for Fiscal Years 2020 & 2021 includes planned engagement of consultants for the evaluation of the ERP/Financial Systems and the FPC Study.</p>
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Finance Department is responsible for the District’s long-range fiscal planning and rate setting, ensuring financial stability and reasonable rates for customers. Other Finance functions include cash, debt and treasury management; accounting, financial reporting and analysis; and the preparation of the biennial operating budget and five-year capital improvement program.</p> <p>The Department’s accounting functions include accurately processing and recording vendor invoices and miscellaneous billings and receivables; construction and fixed assets accounting; grants accounting; payroll processing; payments processing and cash disbursements.</p>	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



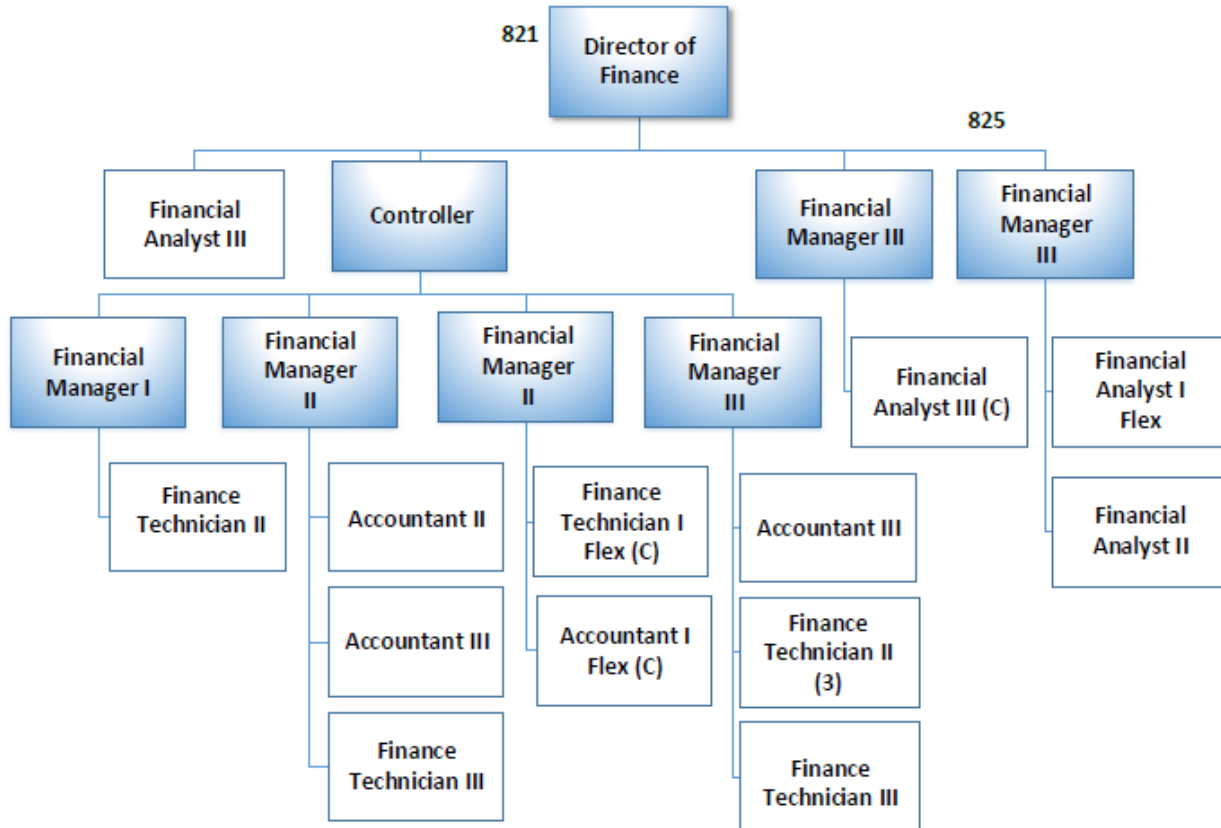
FINANCE DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Continued to optimize debt portfolio by successfully refunding and restructuring the \$200 million, 2017E and 2017F series bonds. ◆ Received the GFOA Certificate of Achievement for Excellence in Financial Reporting for the District’s June 30, 2017 Comprehensive Annual Financial Report for the fourteenth consecutive year. ◆ Completed the Cost of Service Study and implemented for Fiscal Year 2017-2018. ◆ Completed the Fee for Service Cost Study for planned implementation in July 2019. ◆ Completed automation of the utility customer refund process by working with the Information Systems department. ◆ Continued to fully fund the Actuarially Determined Contribution for the Other Post-Employment Benefits Trust Fund. ◆ Increased efficiencies and transparency in payments processing and reporting by reassigning staff deposit functions, replacing redundant reports with reconciliations and revising check processing procedures. ◆ Increased efficiencies in the treasury area by automating manual reports and completing a client analysis review resulting significant annual savings. ◆ Started the Invoice to pay automation project for planned completion in the current fiscal year. 	<ul style="list-style-type: none"> ◆ Reduce debt service costs by optimizing debt portfolio. ◆ Achieve the GFOA Certificate of Achievement for Excellence in Financial Reporting for the District’s June 30, 2019 Comprehensive Annual Financial Report. ◆ Prepare and complete monthly financial reports by the 10th working day of each month, ten out of twelve months during the fiscal year. ◆ Engage consulting services for ERP evaluation and implementation. ◆ Engage consulting services for the planned FPC study. ◆ Continue to support the CIS project implementation. ◆ Continue to support the HCM Phase II implementation project. 	<ul style="list-style-type: none"> ◆ Reduce debt service costs by optimizing debt portfolio. ◆ Achieve the GFOA Certificate of Achievement for Excellence in Financial Reporting for the District’s June 30, 2020 Comprehensive Annual Financial Report. ◆ Prepare and complete monthly financial reports by the 10th working day of each month, ten out of twelve months during the fiscal year.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Finance and Special Funding District
Department 821 and 825



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	23
Headcount	23



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

FINANCE - 072100 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	19	20	20	20
WAGES	\$ 1,842,630	\$ 1,992,600	\$ 2,041,976	\$ 2,104,027
BENEFITS	828,171	989,900	1,061,526	1,154,048
TOTAL WAGES & BENEFITS	\$ 2,670,802	\$ 2,982,500	\$ 3,103,502	\$ 3,258,075
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	2,670,802	2,982,500	3,103,502	3,258,075

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 2,726,596	\$ 2,982,500	\$ 3,103,502	\$ 3,258,075
53000:53999 - DIRECT LABOR	\$ 2,726,596	\$ 2,982,500	\$ 3,103,502	\$ 3,258,075
54120 - DIRECT MATERIALS	6,341	5,300	5,200	5,200
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	177	1,500	1,600	1,600
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	273	2,400	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	39	-	-	-
54125 - NEW COMPUTER WORKSTATIONS	1,989	-	-	-
54140 - INVENTORY MATERIALS	223	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 9,041	\$ 9,200	\$ 6,800	\$ 6,800
56160 - OUTSIDE SERVICES	144,213	270,000	500,000	350,000
56161 - TEMPORARY SERVICES	11,923	48,000	51,500	51,500
56000:57000 - OUTSIDE SERVICES	\$ 156,136	\$ 318,000	\$ 551,500	\$ 401,500
57235 - EQUIPMENT RENTAL	-	300	-	-
57100:57400 - RENTS & LEASES	\$ -	\$ 300	\$ -	\$ -
58121 - CONFERENCE FEES	5,351	5,500	13,200	13,200
58123 - OUTSIDE TECHNICAL TRAINING	3,625	4,000	600	600
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	17,279	10,500	20,000	20,000
58163 - DUES & MEMBERSHIP FEES	2,205	2,000	2,600	2,600
58164 - SUBSCRIPTIONS	-	1,000	-	-
58930 - BANK SERVICE FEES	397,364	440,000	465,000	465,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 425,824	\$ 463,000	\$ 501,400	\$ 501,400
59170 - OVERHEAD VARIANCE	(38,815)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (38,815)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 3,278,782	\$ 3,773,000	\$ 4,163,202	\$ 4,167,775

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SPECIAL FUNDING DISTRICTS - 072500 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	3	3	3	3
WAGES	\$ 284,299	\$ 316,300	\$ 321,481	\$ 330,904
BENEFITS	137,385	154,000	168,386	183,237
TOTAL WAGES & BENEFITS	\$ 421,684	\$ 470,300	\$ 489,866	\$ 514,140
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	421,684	470,300	489,866	514,140

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 359,982	\$ 470,300	\$ 489,866	\$ 514,140
53000:53999 - DIRECT LABOR	\$ 359,982	\$ 470,300	\$ 489,866	\$ 514,140
54120 - DIRECT MATERIALS	106	100	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	149	250	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 255	\$ 350	\$ -	\$ -
56160 - OUTSIDE SERVICES	30,511	33,600	45,000	45,000
56000:57000 - OUTSIDE SERVICES	\$ 30,511	\$ 33,600	\$ 45,000	\$ 45,000
58121 - CONFERENCE FEES	395	-	-	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	33	1,020	-	-
58164 - SUBSCRIPTIONS	444	510	-	-
58930 - BANK SERVICE FEES	44	1,000	600	600
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 916	\$ 2,530	\$ 600	\$ 600
59086 - DEPT CREDITS-MISC	(391,464)	(506,780)	(535,466)	(559,740)
59000:59099 - DEPARTMENT CREDITS	\$ (391,464)	\$ (506,780)	\$ (535,466)	\$ (559,740)
59170 - OVERHEAD VARIANCE	455	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 455	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 654	\$ -	\$ -	\$ -

INFORMATION SYSTEMS DEPARTMENT

<p>Mission Statement</p> <p>Ensuring alignment with the District’s strategic goals and key objectives, the Information Systems Department partners to help stakeholders improve and automate processes and enhance service, maximizing the return on our technology investments.</p>	<p>Significant Changes from Prior Budget</p> <p>Increased consulting/programming budget to provide necessary backfill during billing system replacement.</p> <p>Increased software fees associated with EMWD’s automated meter (AMI) rollout.</p> <p>Consolidation of all department software purchase and renewal budgets to the Information Systems operating budget.</p>
<p>Roles and Responsibilities</p> <p>Maintain production operations and ensure recoverability.</p> <p>Update and refresh systems to maintain security and enhance support.</p> <p>Deploy solutions that are innovative, standards-based, and open architecture.</p> <p>Deploy solutions that enhance workforce mobility and improve customer service.</p> <p>Deploy solutions that require minimal customization to achieve District goals.</p> <p>Help the organization leverage data; facilitating the transformation of information to intelligence.</p>	<p>Position Changes</p> <p>The number of authorized positions decreased from 25 to 24. The position will be reconsidered at a later time when the evaluation of the GIS system is completed.</p>

INFORMATION SYSTEMS DEPARTMENT

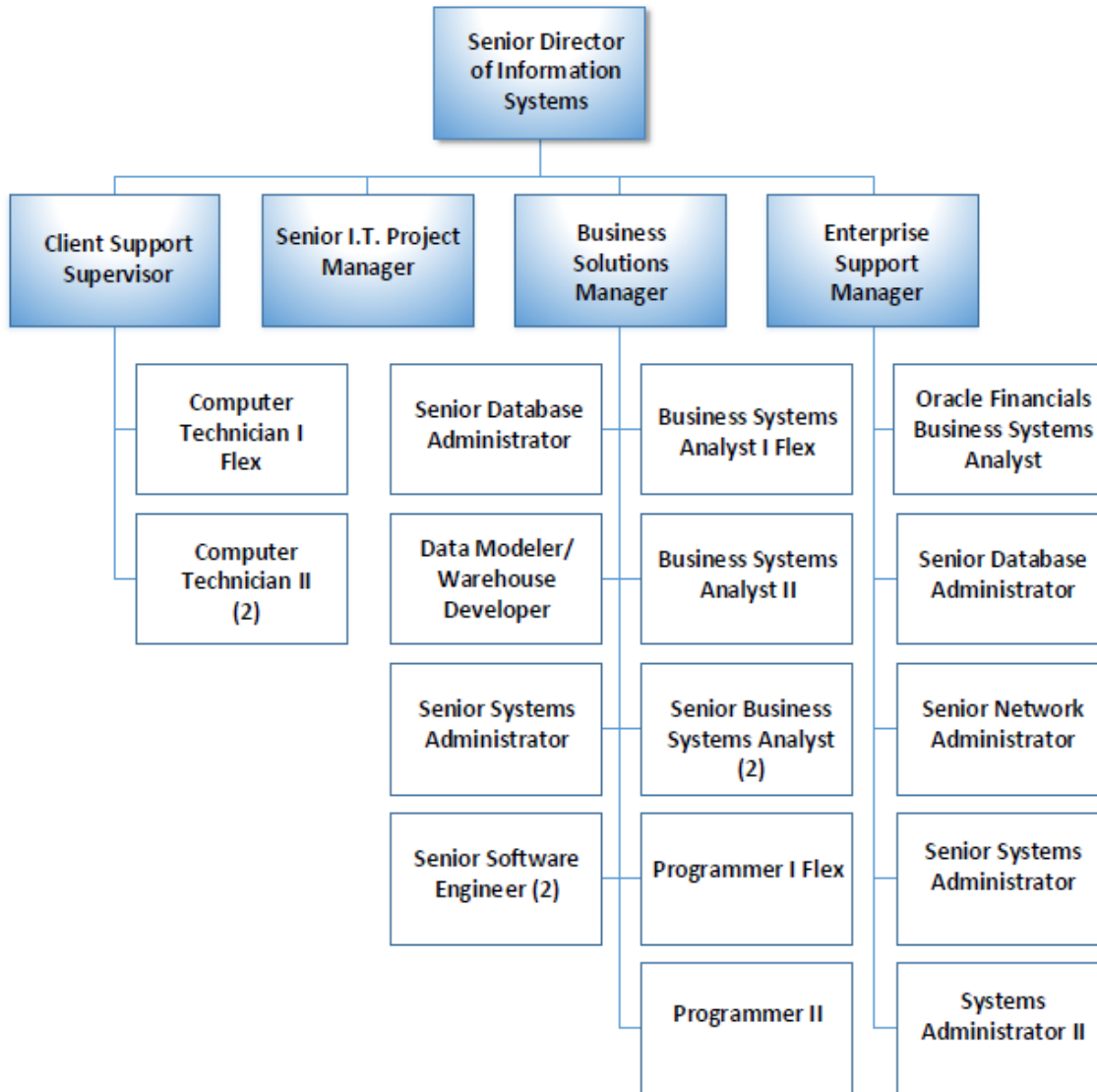
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Designed and implemented formal change management process. ◆ Business network cyber-security upgrades. ◆ 2018 cybersecurity audit check-up. ◆ Wastewater SCADA server upgrades, cybersecurity implementation, disaster recovery. ◆ Enterprise geographical system (ArcGIS) upgrade. ◆ Purchasing and Customer Service performance reporting. ◆ Security video management system replacement. ◆ Adopted schedule and enforcing critical security patch installs. ◆ Billing system replacement selection. ◆ Cisco UC phone system and call center system upgrade. ◆ Initiated Invoice-to-pay project. ◆ COINS billing system historical data portal and data quality efforts. ◆ New laboratory system implementation. ◆ 2019 billing rate changes. ◆ Facility information tracking database modernization. ◆ Timecard platform upgrade. ◆ Private VPN connectivity for field/remote staff. ◆ Started implementation of talent/learning management platform. ◆ Started Windows 10 deployment project. 	<ul style="list-style-type: none"> ◆ Complete implementation of talent/learning management platform. ◆ Complete Windows 10 deployment. ◆ Upgrade Automated Meter Infrastructure (AMI) system. ◆ Complete GIS Master Plan. ◆ Billing system implementation. ◆ Planned application upgrades: <ul style="list-style-type: none"> ➢ Maximo CMMS ➢ Oracle EBS ➢ Timecard ➢ Payroll system ◆ Support Invoice-to-pay and water SCADA upgrade projects. ◆ Support information governance activities, design and plan for new document management system. ◆ Implement unified ticketing, change management, project management tool. ◆ Groundwater accounting and inventory system. ◆ Redundant wide-area network backbone. ◆ Server consolidation and hardware, operating system upgrades. ◆ Continue planned technology refreshes. 	<ul style="list-style-type: none"> ◆ Billing system implementation. ◆ Implement disaster recovery for key enterprise applications. ◆ Continue planned technology refreshes. ◆ 2020 cybersecurity audit. ◆ Planned application upgrades: <ul style="list-style-type: none"> ➢ Enterprise Resource Planning discovery ➢ Timecard ➢ Payroll system ◆ Implement GIS Master Plan. ◆ Complete Document management system implementation. ◆ Cisco UC phone system upgrade.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Information Systems
Department 816**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	24
Headcount	24



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

INFORMATION SYSTEMS - 072200				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	24	27	24	24
WAGES	\$ 2,751,473	\$ 3,350,300	\$ 2,927,988	\$ 3,088,758
BENEFITS	1,247,960	1,674,200	1,582,641	1,753,788
TOTAL WAGES & BENEFITS	\$ 3,999,433	\$ 5,024,500	\$ 4,510,629	\$ 4,842,546
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ 1,090,500	\$ 1,250,700
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	3,999,433	5,024,500	3,420,129	3,591,846

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 4,036,473	\$ 5,012,500	\$ 3,420,129	\$ 3,591,846
53199 - LABOR-STUDENTS	-	12,000	13,000	14,000
53000:53999 - DIRECT LABOR	\$ 4,036,473	\$ 5,024,500	\$ 3,433,129	\$ 3,605,846
54120 - DIRECT MATERIALS	448	1,000	-	-
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	376	6,250	1,500	2,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	111,921	115,000	121,000	125,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	436	250	600	600
54125 - NEW COMPUTER WORKSTATIONS	-	-	15,000	-
54140 - INVENTORY MATERIALS	2,182	4,750	15,000	15,000
54000:54999 - MATERIALS & SUPPLIES	\$ 115,363	\$ 127,250	\$ 153,100	\$ 142,600
56160 - OUTSIDE SERVICES	127,265	-	5,000	5,000
56265 - COMPUTER CONSULTING & PROGRAMMING	1,056,881	800,000	1,100,000	1,200,000
56000:57000 - OUTSIDE SERVICES	\$ 1,184,146	\$ 800,000	\$ 1,105,000	\$ 1,205,000
57133 - MAINTENANCE CONTRACTS	7,360	-	5,000	5,000
57134 - SOFTWARE LICENSE & SUPPORT	2,603,403	2,250,000	2,720,000	2,850,000
57135 - CLOUD SERVICE SUBSCRIPTIONS	447,542	910,000	1,375,000	1,650,000
57235 - EQUIPMENT RENTAL	8,594	9,100	8,300	8,500
57100:57400 - RENTS & LEASES	\$ 3,066,899	\$ 3,169,100	\$ 4,108,300	\$ 4,513,500
58121 - CONFERENCE FEES	2,235	15,000	18,000	18,000
58122 - TECHNICAL TRAINING EXPENSE	188	-	-	-
58123 - OUTSIDE TECHNICAL TRAINING	10,206	20,000	12,500	12,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	14,554	15,000	8,500	8,500
58163 - DUES & MEMBERSHIP FEES	1,128	2,600	1,000	1,000
58164 - SUBSCRIPTIONS	47,165	82,000	62,000	62,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 75,476	\$ 134,600	\$ 102,000	\$ 102,000
59170 - OVERHEAD VARIANCE	(21,999)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (21,999)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 8,456,359	\$ 9,255,450	\$ 8,901,529	\$ 9,568,946



PURCHASING & CONTRACTS DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Purchasing & Contracts department is to meet the needs of the organization with the consistent supply of materials, goods, services, energy, equipment, and support processes provided in a responsible, cost-effective, and equitable manner.</p>	<p>Significant Changes from Prior Budget</p> <p>There are no significant changes from the prior year's budget.</p>
<p>Roles and Responsibilities</p> <p>The Purchasing & Contracts department is responsible for procurement, contracts, warehousing and inventory, records, and the management of EMWD's energy use and resources. The department is also responsible for general services such as copy center operations, tool room management, shipping and receiving, and service contract administration.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



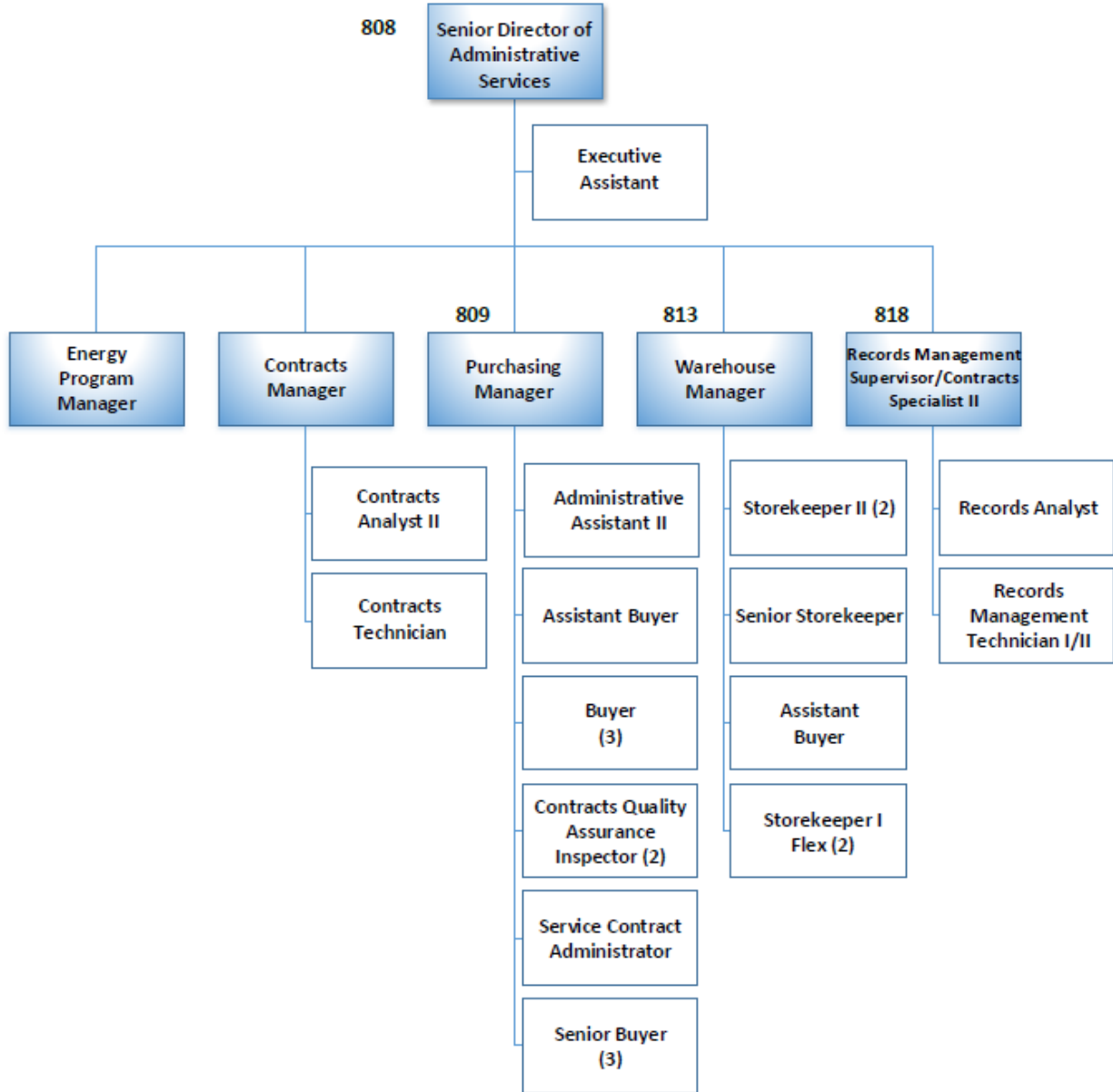
PURCHASING & CONTRACTS DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Successfully completed and implemented a District-wide e-Mail Management System. ◆ Received the Achievement of Excellence in Procurement (AEP) Award Demonstrating Excellence, Innovation, Professionalism, Productivity, e-Procurement, and Leadership. ◆ Developed and presented recommendations for advancing Phase 3 of the District’s Solar Power initiative. ◆ Secured over \$560,000 of savings in natural gas procurement. ◆ Successfully contracted for the procurement of electric power under the Community Choice Aggregation program. ◆ Successfully completed the implementation of a Contract Management System for administering non-standard contracts and agreements. ◆ Initiated an Invoice-to-Pay project for automated invoice routing and approval process improvements. ◆ Transitioned the Purchasing department’s KPI’s to the Oracle OBI reporting platform. ◆ Achieved more than \$3 million in procurement related cost savings over the two-year period. 	<ul style="list-style-type: none"> ◆ Develop an Information Governance Committee for formulating policy level records management direction. ◆ Implement an Invoice-to-Pay solution for automated invoice routing and approval process improvements. ◆ Evaluate systems and technologies for energy analysis and reporting. ◆ Increase the number of contracted inventory items by 10%. 	<ul style="list-style-type: none"> ◆ Implement a replacement or updated e-Procurement system for managing and administering solicitation requests, evaluation processes, and associated documentation. ◆ Develop requirements and solicit proposals for As-Needed Facilities Mechanical and Underground Piping Construction Services.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Purchasing and Contracts
Department 808, 809, 813 and 818



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing Combined	
Full Time Equivalent	28
Headcount	28



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

RECORDS MANAGEMENT - 073600 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	3	3	3	3
WAGES	\$ 192,211	\$ 244,400	\$ 257,668	\$ 266,131
BENEFITS	103,096	118,300	119,756	130,146
TOTAL WAGES & BENEFITS	\$ 295,307	\$ 362,700	\$ 377,424	\$ 396,277
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	295,307	362,700	377,424	396,277

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 290,420	\$ 362,700	\$ 377,424	\$ 396,277
53550 - STANDBY LABOR	209	-	-	-
53000:53999 - DIRECT LABOR	\$ 290,629	\$ 362,700	\$ 377,424	\$ 396,277
54120 - DIRECT MATERIALS	315	300	500	500
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	900	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	220	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	-	-	400	400
54140 - INVENTORY MATERIALS	-	125	100	100
54000:54999 - MATERIALS & SUPPLIES	\$ 315	\$ 1,545	\$ 1,000	\$ 1,000
56160 - OUTSIDE SERVICES	88,923	60,000	70,000	70,000
56161 - TEMPORARY SERVICES	7,017	-	-	-
56266 - CONSULTANTS-OTHER	19,263	6,000	-	-
56000:57000 - OUTSIDE SERVICES	\$ 115,203	\$ 66,000	\$ 70,000	\$ 70,000
57131 - SPACE RENT	19,226	17,400	25,000	25,000
57133 - MAINTENANCE CONTRACTS	11,438	-	-	-
57100:57400 - RENTS & LEASES	\$ 30,663	\$ 17,400	\$ 25,000	\$ 25,000
58121 - CONFERENCE FEES	1,357	2,500	3,500	3,500
58123 - OUTSIDE TECHNICAL TRAINING	40	1,200	800	800
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	(778)	2,500	7,000	7,000
58163 - DUES & MEMBERSHIP FEES	628	1,000	1,000	1,000
58164 - SUBSCRIPTIONS	307	-	300	300
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 1,554	\$ 7,200	\$ 12,600	\$ 12,600
59170 - OVERHEAD VARIANCE	7,965	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 7,965	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 446,329	\$ 454,845	\$ 486,024	\$ 504,877

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WAREHOUSE - 076400				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	7	7	7	7
WAGES	\$ 511,519	\$ 555,300	\$ 566,284	\$ 581,103
BENEFITS	235,227	262,100	284,954	308,238
TOTAL WAGES & BENEFITS	\$ 746,747	\$ 817,400	\$ 851,238	\$ 889,341
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	746,747	817,400	851,238	889,341

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 705,772	\$ 802,000	\$ 851,238	\$ 889,341
53198 - LIGHT DUTY ASSIGNMENT	23,871	-	-	-
53550 - STANDBY LABOR	13,930	15,400	17,262	17,780
53000:53999 - DIRECT LABOR	\$ 743,573	\$ 817,400	\$ 868,500	\$ 907,121
54120 - DIRECT MATERIALS	3,346	11,000	11,800	11,800
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	114	-	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	20,579	12,900	11,900	11,900
54140 - INVENTORY MATERIALS	742	-	-	-
54446 - TOOLS	7,144	11,700	10,900	10,900
54568 - INVENTORY-SALES TAX	800,622	514,820	650,000	650,000
54569 - INVENTORY-FREIGHT	28,845	24,655	28,000	28,000
54000:54999 - MATERIALS & SUPPLIES	\$ 861,393	\$ 575,075	\$ 712,600	\$ 712,600
56160 - OUTSIDE SERVICES	53,065	55,000	58,100	58,100
56177 - REPAIRS-OTHER	2,979	2,000	2,000	2,000
56181 - REFUSE & WASTE HAULING	10,428	13,000	13,000	13,000
56560 - POSTAGE	23,161	26,800	26,300	26,300
56000:57000 - OUTSIDE SERVICES	\$ 89,633	\$ 96,800	\$ 99,400	\$ 99,400
57130 - OUTSIDE EQUIPMENT	61,130	43,000	47,200	47,200
57133 - MAINTENANCE CONTRACTS	3,144	2,000	2,000	2,000
57135 - CLOUD SERVICE SUBSCRIPTIONS	897	4,000	10,000	10,000
57235 - EQUIPMENT RENTAL	27,847	27,500	27,500	28,300
57100:57400 - RENTS & LEASES	\$ 93,018	\$ 76,500	\$ 86,700	\$ 87,500
58122 - TECHNICAL TRAINING EXPENSE	-	-	-	5,900
58123 - OUTSIDE TECHNICAL TRAINING	998	1,250	500	500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	-	920	500	500
58163 - DUES & MEMBERSHIP FEES	130	130	130	130
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 1,128	\$ 2,300	\$ 1,130	\$ 7,030
59082 - DEPT CREDITS-WAREHOUSE	(766,056)	(514,820)	(650,000)	(650,000)
59000:59099 - DEPARTMENT CREDITS	\$ (766,056)	\$ (514,820)	\$ (650,000)	\$ (650,000)
59170 - OVERHEAD VARIANCE	9,980	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 9,980	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,032,669	\$ 1,053,255	\$ 1,118,330	\$ 1,163,651

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

CONTRACTS - 076600				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	6	6	6	6
WAGES	\$ 654,769	\$ 686,200	\$ 697,834	\$ 715,233
BENEFITS	293,399	338,800	368,857	399,094
TOTAL WAGES & BENEFITS	\$ 948,168	\$ 1,025,000	\$ 1,066,692	\$ 1,114,327
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	948,168	1,025,000	1,066,692	1,114,327

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 950,328	\$ 1,025,000	\$ 1,066,692	\$ 1,114,327
53000:53999 - DIRECT LABOR	\$ 950,328	\$ 1,025,000	\$ 1,066,692	\$ 1,114,327
54120 - DIRECT MATERIALS	300	-	200	200
54124 - SAFETY SUPPLIES & SAFETY TOOLS	83	-	200	200
54140 - INVENTORY MATERIALS	106	-	200	200
54000:54999 - MATERIALS & SUPPLIES	\$ 489	\$ -	\$ 600	\$ 600
56160 - OUTSIDE SERVICES	1,900	-	-	-
56161 - TEMPORARY SERVICES	2,365	-	-	-
56177 - REPAIRS-OTHER	-	200	-	-
56266 - CONSULTANTS-OTHER	18,617	25,000	50,000	-
56000:57000 - OUTSIDE SERVICES	\$ 22,883	\$ 25,200	\$ 50,000	\$ -
57134 - SOFTWARE LICENSE & SUPPORT	20	-	-	-
57235 - EQUIPMENT RENTAL	413	1,800	100	100
57100:57400 - RENTS & LEASES	\$ 433	\$ 1,800	\$ 100	\$ 100
58121 - CONFERENCE FEES	3,425	3,800	5,000	5,000
58123 - OUTSIDE TECHNICAL TRAINING	83	800	800	400
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	4,513	6,600	12,000	13,000
58163 - DUES & MEMBERSHIP FEES	875	1,500	1,500	1,500
58164 - SUBSCRIPTIONS	-	-	100	100
58250 - LEGAL-OTHER	-	5,000	10,000	10,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 8,896	\$ 17,700	\$ 29,400	\$ 30,000
59170 - OVERHEAD VARIANCE	(1,457)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (1,457)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 981,573	\$ 1,069,700	\$ 1,146,792	\$ 1,145,027

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

CLERICAL - 076700 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget		-	-	-
WAGES	\$ -	\$ -	\$ -	\$ -
BENEFITS	-	-	-	-
TOTAL WAGES & BENEFITS	\$ -	\$ -	\$ -	\$ -
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
54120 - DIRECT MATERIALS	\$ 160,820	\$ 182,500	\$ 194,000	\$ 194,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	500	4,000	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	9,951	5,000	10,000	10,000
54000:54999 - MATERIALS & SUPPLIES	\$ 170,770	\$ 188,000	\$ 208,000	\$ 204,000
55373 - TELEPHONE	201,856	166,500	270,700	270,700
55373:55472 - OTHER UTILITIES	\$ 201,856	\$ 166,500	\$ 270,700	\$ 270,700
56160 - OUTSIDE SERVICES	245	500	500	500
56560 - POSTAGE	61,024	122,800	62,800	122,800
56000:57000 - OUTSIDE SERVICES	\$ 61,269	\$ 123,300	\$ 63,300	\$ 123,300
57130 - OUTSIDE EQUIPMENT	440,761	495,000	485,000	485,000
57235 - EQUIPMENT RENTAL	11,916	12,000	11,900	12,300
57237 - WORK CLOTHES RENTAL	90,364	110,000	130,000	130,000
57100:57400 - RENTS & LEASES	\$ 543,041	\$ 617,000	\$ 626,900	\$ 627,300
TOTAL DEPARTMENT BUDGET	\$ 976,936	\$ 1,094,800	\$ 1,168,900	\$ 1,225,300



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

PURCHASING - 076800				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	11	12	12	12
WAGES	\$ 958,855	\$ 1,061,000	\$ 1,084,735	\$ 1,109,429
BENEFITS	461,292	523,700	564,174	609,486
TOTAL WAGES & BENEFITS	\$ 1,420,146	\$ 1,584,700	\$ 1,648,909	\$ 1,718,915
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	170,418	190,164	197,869	202,375
DEPARTMENT DIRECT LABOR	1,249,729	1,394,536	1,451,040	1,516,540

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,197,574	\$ 1,394,536	\$ 1,451,040	\$ 1,516,540
53198 - LIGHT DUTY ASSIGNMENT	15,485	-	-	-
53000:53999 - DIRECT LABOR	\$ 1,213,059	\$ 1,394,536	\$ 1,451,040	\$ 1,516,540
54120 - DIRECT MATERIALS	1,193	1,000	1,500	1,500
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	294	1,500	500	500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	1,400	300	300
54124 - SAFETY SUPPLIES & SAFETY TOOLS	593	200	500	500
54140 - INVENTORY MATERIALS	841	500	500	500
54446 - TOOLS	-	100	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 2,921	\$ 4,700	\$ 3,300	\$ 3,300
56160 - OUTSIDE SERVICES	25,955	32,000	30,500	32,000
56161 - TEMPORARY SERVICES	11,017	-	-	-
56177 - REPAIRS-OTHER	-	1,200	-	-
56266 - CONSULTANTS-OTHER	-	10,000	15,000	-
56000:57000 - OUTSIDE SERVICES	\$ 36,971	\$ 43,200	\$ 45,500	\$ 32,000
57134 - SOFTWARE LICENSE & SUPPORT	1,445	1,000	1,000	-
57235 - EQUIPMENT RENTAL	530	900	21,600	22,200
57100:57400 - RENTS & LEASES	\$ 1,975	\$ 1,900	\$ 22,600	\$ 22,200
58121 - CONFERENCE FEES	535	600	1,950	1,200
58122 - TECHNICAL TRAINING EXPENSE	39	150	500	500
58123 - OUTSIDE TECHNICAL TRAINING	556	1,000	500	500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,972	3,330	5,400	6,680
58163 - DUES & MEMBERSHIP FEES	1,978	1,700	1,800	1,800
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 6,080	\$ 6,780	\$ 10,150	\$ 10,680
59170 - OVERHEAD VARIANCE	20,817	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 20,817	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,281,823	\$ 1,451,116	\$ 1,532,590	\$ 1,584,720



FLEET SERVICES

<p>Mission Statement</p> <p>The mission of Fleet Services is to provide for the efficient and cost effective maintenance, repair, inspection, replacement, and compliance of the District’s vehicle and equipment assets.</p>	<p>Significant Changes from Prior Budget</p> <p>There are no significant changes from the prior year’s budget.</p>
<p>Roles and Responsibilities</p> <p>Fleet Services is responsible for managing all vehicle and equipment assets including specifying, licensing, fueling and equipping vehicles and equipment to meet organizational needs, as well as providing cost effective maintenance, repair, and regulatory and certification services. Fleet Services is further responsible for evaluating asset life and preparing recommendations for replacement.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>

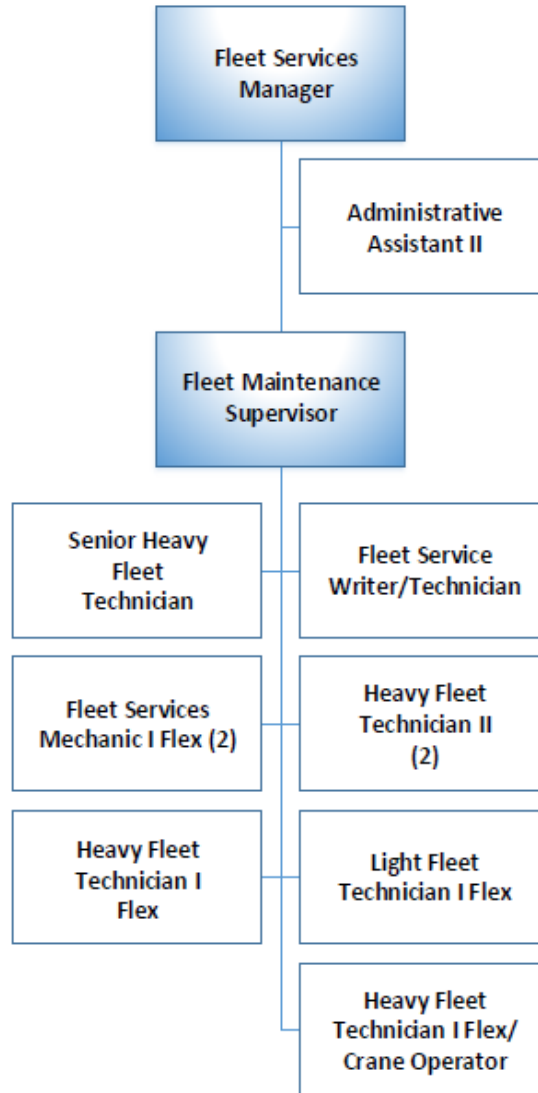
FLEET SERVICES

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Completed a fueling system upgrade enabling interface with the RTA Fleet Management System. ◆ Implemented Automated Preventative Maintenance Notifications to District staff. ◆ Successfully deployed a Pool Vehicle Reservation System and Kiosk. ◆ Developed specifications, ordered and received the District’s first Heavy-Duty CNG Vehicles. ◆ Successfully implemented the GeoTab vehicle based Global Positioning System (GPS). ◆ Completed specifications and ordered all Fiscal 2017/18 and 2018/19 budgeted vehicles and equipment. 	<ul style="list-style-type: none"> ◆ Implement “Paperless Shop” functionality within the RTA Fleet Management System. ◆ Develop a comprehensive dashboard of Fleet Based Performance Measures. ◆ Expand use of the Pool Vehicle Reservation System and Kiosk(s). ◆ Construct facility modifications required for the on-going maintenance of CNG vehicles. 	<ul style="list-style-type: none"> ◆ Continue to reduce overall vehicle and equipment count. ◆ Complete the ordering and replacement of all 2019/20 and 2020/21 budgeted vehicles and equipment. ◆ Expand the use of alternative fueled vehicles.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Fleet Services
Department 851**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	12
Headcount	12



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

VEHICLES - 774500				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	-	-	-	-
WAGES	\$ -	\$ -	\$ -	\$ -
BENEFITS	-	-	-	-
TOTAL WAGES & BENEFITS	\$ -	\$ -	\$ -	\$ -
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 41,654	\$ -	\$ -	\$ -
53000:53999 - DIRECT LABOR	\$ 41,654	\$ -	\$ -	\$ -
54120 - DIRECT MATERIALS	58,629	29,200	29,200	29,800
54124 - SAFETY SUPPLIES & SAFETY TOOLS	-	1,200	-	-
54140 - INVENTORY MATERIALS	2,311	22,400	12,000	12,200
54244 - OIL & LUBRICANTS	1,108	16,000	23,200	23,700
54245 - TIRES	77,278	86,500	77,000	78,500
54343 - AUTO PARTS	349,481	280,000	310,900	317,100
54446 - TOOLS	2,344	500	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 491,151	\$ 435,800	\$ 452,300	\$ 461,300
56160 - OUTSIDE SERVICES	113,595	126,000	126,000	133,600
56174 - REPAIRS-AUTOMOTIVE	42,571	54,000	59,000	59,000
56177 - REPAIRS-OTHER	1,775	-	-	-
56565 - INSURANCE	311,451	330,000	401,000	401,000
56770 - SCAQMD FEES	4,143	6,400	9,000	4,443
56000:57000 - OUTSIDE SERVICES	\$ 473,535	\$ 516,400	\$ 595,000	\$ 598,043
57235 - EQUIPMENT RENTAL	300	300	29,500	30,400
57100:57400 - RENTS & LEASES	\$ 300	\$ 300	\$ 29,500	\$ 30,400
58917 - OTHER LOAN INTEREST	497	1,531	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 497	\$ 1,531	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,007,137	\$ 954,031	\$ 1,076,800	\$ 1,089,743



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

EQUIPMENT POOL, FUELING & FUELING SYSTEMS - 778500				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	-	-	-	-
WAGES	\$ -	\$ -	\$ -	\$ -
BENEFITS	-	-	-	-
TOTAL WAGES & BENEFITS	\$ -	\$ -	\$ -	\$ -
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 13,802	\$ 16,100	\$ 16,696	\$ 17,480
53000:53999 - DIRECT LABOR	\$ 13,802	\$ 16,100	\$ 16,696	\$ 17,480
54120 - DIRECT MATERIALS	842	6,000	1,000	1,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	-	200	200	200
54140 - INVENTORY MATERIALS	133	-	-	-
54246 - DIESEL	143,747	160,000	140,000	140,000
54247 - NATURAL GAS/PROPANE	7,167	32,000	49,500	67,100
54248 - GASOLINE	560,564	635,600	682,600	682,600
54000:54999 - MATERIALS & SUPPLIES	\$ 712,454	\$ 833,800	\$ 873,300	\$ 890,900
56160 - OUTSIDE SERVICES	5,757	10,600	10,000	10,000
56266 - CONSULTANTS-OTHER	-	30,000	-	15,000
56768 - OUTSIDE PERMIT FEES	672	1,400	700	700
56000:57000 - OUTSIDE SERVICES	\$ 6,429	\$ 42,000	\$ 10,700	\$ 25,700
TOTAL DEPARTMENT BUDGET	\$ 732,685	\$ 891,900	\$ 900,696	\$ 934,080



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

EQUIP POOL/SHOP GENERAL EXPENSE - 778600				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	10	12	12	12
WAGES	\$ 972,857	\$ 996,000	\$ 957,112	\$ 990,407
BENEFITS	475,282	496,100	498,791	544,185
TOTAL WAGES & BENEFITS	\$ 1,448,139	\$ 1,492,100	\$ 1,455,904	\$ 1,534,592
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 28,963	\$ 29,842	\$ -	\$ -
PLANTS & SERVICE AREAS	86,888	89,526	14,559	15,346
DEPARTMENT DIRECT LABOR	1,332,288	1,372,732	1,441,345	1,519,246

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,343,328	\$ 1,372,732	\$ 1,455,904	\$ 1,519,246
53198 - LIGHT DUTY ASSIGNMENT	21,535	-	-	-
53000:53999 - DIRECT LABOR	\$ 1,364,863	\$ 1,372,732	\$ 1,455,904	\$ 1,519,246
54120 - DIRECT MATERIALS	3,104	3,200	3,700	4,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	280	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	5,093	5,500	5,500	5,500
54140 - INVENTORY MATERIALS	12,741	13,500	13,500	13,800
54244 - OIL & LUBRICANTS	15,234	-	-	-
54343 - AUTO PARTS	12,090	-	-	-
54446 - TOOLS	6,220	14,700	41,000	9,000
54000:54999 - MATERIALS & SUPPLIES	\$ 54,482	\$ 37,180	\$ 63,700	\$ 32,300
56160 - OUTSIDE SERVICES	7,073	6,800	12,500	12,500
56174 - REPAIRS-AUTOMOTIVE	550	-	-	-
56177 - REPAIRS-OTHER	-	9,000	15,000	9,000
56181 - REFUSE & WASTE HAULING	2,626	2,700	7,000	7,300
56266 - CONSULTANTS-OTHER	9,300	10,000	13,500	10,000
56000:57000 - OUTSIDE SERVICES	\$ 19,549	\$ 28,500	\$ 48,000	\$ 38,800
57134 - SOFTWARE LICENSE & SUPPORT	2,359	-	-	-
57235 - EQUIPMENT RENTAL	40,119	41,300	45,500	46,900
57100:57400 - RENTS & LEASES	\$ 42,478	\$ 41,300	\$ 45,500	\$ 46,900
58121 - CONFERENCE FEES	-	2,900	2,900	2,900
58123 - OUTSIDE TECHNICAL TRAINING	-	10,000	10,000	10,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	1,358	3,700	3,700	3,700
58163 - DUES & MEMBERSHIP FEES	275	700	700	700
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 1,633	\$ 17,300	\$ 17,300	\$ 17,300
59170 - OVERHEAD VARIANCE	5,051	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 5,051	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,488,056	\$ 1,497,012	\$ 1,630,404	\$ 1,654,546



ENGINEERING & OPERATIONS BRANCHES

<p>Mission Statement</p> <p>The mission of the Engineering and Operation Branch Administration Department is to provide guidance and oversight to the Planning, Engineering, Construction Branch and the Operation and Maintenance Branch of the District.</p>	<p>Significant Changes from Prior Budget</p> <p>The Water Reclamation Department will place the new Membrane Bio Reactor (MBR) plant into service at the Temecula Valley Regional Water Reclamation Facility. This plant will be capable of treating 5.0 million gallons per day of wastewater from Temecula and Murrieta.</p>
<p>Roles and Responsibilities</p> <p>The department provides overall executive leadership of the Planning, Engineering, and Construction Branch and the Operations and Maintenance Branch in support of advancing the Strategic Goals of the District.</p>	<p>Position Changes</p> <p>There is one new Potable Water Treatment Operator position requested to be filled in the fourth quarter of FY2020-2021 in anticipation of commissioning the new Perris II Desalter.</p>

ENGINEERING & OPERATIONS BRANCHES

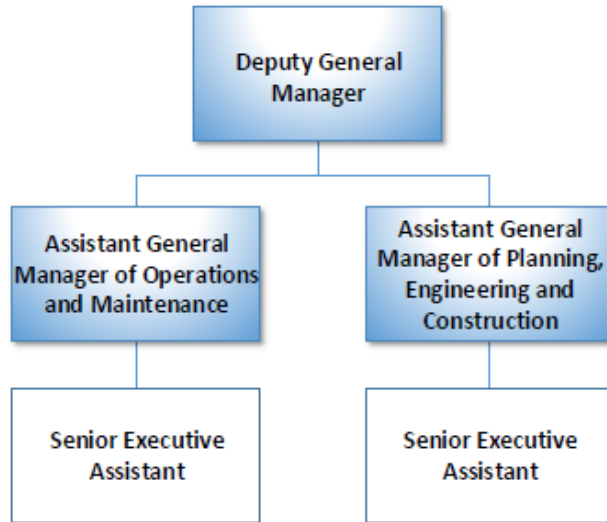
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Continued to foster integration of all branch departments, including Engineering, New Business Development, Field Engineering, Engineering Services, Planning, and Environmental and Regulatory Compliance. ◆ Enhanced the Capital Improvement Planning and Reporting Process. ◆ Regional collaboration to advance the Santa Ana River Conservation and Conjunctive Use Program. ◆ Worked to advance the consolidation of the County Water Company into EVMWD and EMWD. ◆ Initiated a pilot demonstration project to reduce brine from the District’s brackish groundwater desalter plants. ◆ Successfully commissioned the new Membrane Bioreactor (MBR) wastewater treatment plant at the Temecula Valley Regional Water Reclamation Facility. ◆ Optimized the operation of 30 pump stations to lower energy costs and reduce maintenance. ◆ Improved sludge dewatering performance at the Regional Water Reclamation Facilities to reduce biosolids disposal costs. ◆ Successfully commissioned new sodium hypochlorite disinfection systems at the District’s four Regional Water Reclamation Facilities. ◆ Successfully commissioned a new 5 MGD membrane bioreactor (MBR) wastewater treatment plant at Temecula Valley Regional Reclamation Facility. ◆ Upgraded the District’s voice radio system and related infrastructure. 	<ul style="list-style-type: none"> ◆ Continue to foster integration of all branch departments, including Engineering, New Business Development, Field Engineering, Engineering Services, Planning, Environmental and Regulatory Compliance, Water Operations, Water Reclamation, and Maintenance. ◆ Continue to improve regional collaboration efforts including San Jacinto Watermaster, Domenigoni Groundwater Basin Planning efforts, and Santa Ana River Conservation and Conjunctive Use Program. ◆ Continue to streamline and improve the Capital Improvement Program development and reporting process. ◆ Advance planning, regulatory approval, and support public outreach for the Groundwater Reliability Plus Program. ◆ Execute implementation of the Capital Improvement Program. ◆ Upgrade the District’s Computerized Maintenance Management System software. ◆ Increase production of local water resources to maximize the District’s water supply portfolio. ◆ Successfully commission the new brine concentration demonstration project at the District’s brackish groundwater desalination facility. 	<ul style="list-style-type: none"> ◆ Continue to foster integration of all departments within the branch, which includes Engineering, New Business Development, Field Engineering, Engineering Services, Planning, Environmental and Regulatory Compliance, Water Operations, Water Reclamation, and Maintenance. ◆ Continue to improve regional collaboration efforts including San Jacinto Watermaster, Domenigoni Groundwater Basin Planning efforts, and Santa Ana River Conservation and Conjunctive Use Program. ◆ Continue to streamline and improve the Capital Improvement Program development and reporting process. ◆ Advance planning, regulatory approval, and support public outreach for the Groundwater Reliability Plus Program. ◆ Execute implementation of Capital Improvement Program. ◆ Implement all projects identified in the Operating and Fixed Assets budget. ◆ Design and install a new microwave SCADA backbone to improve system reliability.






ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Engineering and Operations Administration
Department 806**



-  Supervisor and Above
-  Proposed New Position
-  Part Time Position

Departmental Staffing	
Full Time Equivalent	5
Headcount	5



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

ENGINEERING & OPERATIONS ADMINISTRATION - 070600				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	6	7	5	5
WAGES	\$ 1,203,548	\$ 1,184,800	\$ 973,032	\$ 1,006,457
BENEFITS	431,432	573,900	498,229	543,624
TOTAL WAGES & BENEFITS	\$ 1,634,980	\$ 1,758,700	\$ 1,471,262	\$ 1,550,081
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	1,634,980	1,758,700	1,471,262	1,550,098

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,713,646	\$ 1,758,700	\$ 1,471,262	\$ 1,550,098
53000:53999 - DIRECT LABOR	\$ 1,713,646	\$ 1,758,700	\$ 1,471,262	\$ 1,550,098
54120 - DIRECT MATERIALS	1,896	7,000	3,000	3,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	2,000	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	4,800	700	700
54124 - SAFETY SUPPLIES & SAFETY TOOLS	-	1,000	300	300
54140 - INVENTORY MATERIALS	22	-	200	200
54000:54999 - MATERIALS & SUPPLIES	\$ 1,918	\$ 14,800	\$ 4,200	\$ 4,200
56160 - OUTSIDE SERVICES	-	500	5,000	5,000
56000:57000 - OUTSIDE SERVICES	\$ -	\$ 500	\$ 5,000	\$ 5,000
57235 - EQUIPMENT RENTAL	31	-	8,700	9,000
57100:57400 - RENTS & LEASES	\$ 31	\$ -	\$ 8,700	\$ 9,000
58121 - CONFERENCE FEES	60	8,000	-	-
58123 - OUTSIDE TECHNICAL TRAINING	1,500	1,500	1,500	1,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	22,139	23,500	27,500	27,500
58163 - DUES & MEMBERSHIP FEES	1,320	3,500	3,500	3,500
58164 - SUBSCRIPTIONS	-	2,500	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 25,019	\$ 39,000	\$ 32,500	\$ 32,500
59170 - OVERHEAD VARIANCE	(75,278)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (75,278)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,665,335	\$ 1,813,000	\$ 1,521,662	\$ 1,600,798

ENGINEERING DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Engineering Department is to manage, guide, and support the planning and design of cost-effective, high-quality infrastructure facilities to meet the District’s current and future water, wastewater, and recycled water demands and requirements.</p>	<p>Significant Changes from Prior Budget</p> <p>There are no significant changes from prior budget</p>
<p>Roles and Responsibilities</p> <p>The department is responsible for implementing and managing the District’s Capital Improvement Program (CIP). Services include preliminary design, final design, construction phase engineering services, and support services to other departments.</p>	<p>Position Changes</p> <p>The number of authorized positions decreased by one (1) due to a transfer to Development Services to meet operational needs.</p>

ENGINEERING DEPARTMENT

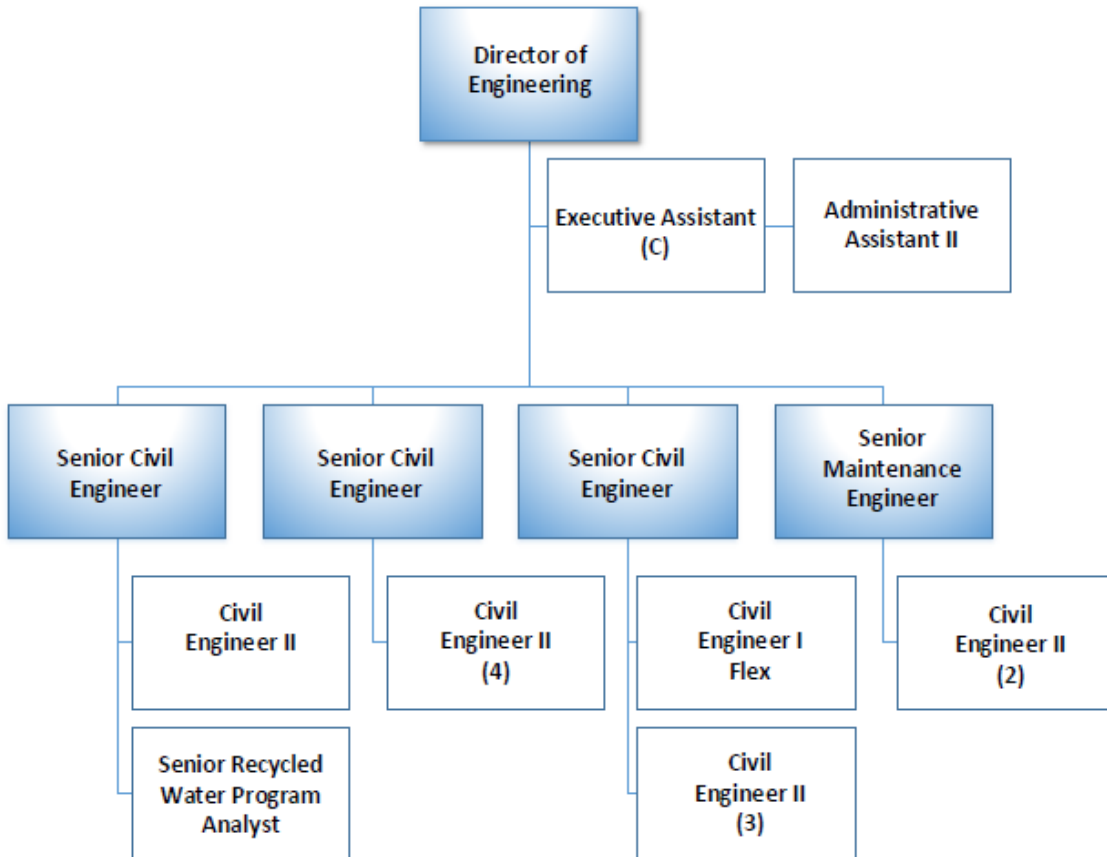
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Completed construction of 16 projects. ◆ Advanced construction of 9 projects. ◆ Completed design of 10 projects. ◆ Advanced design of 9 projects. ◆ Advanced Desalitech Brine Demonstration Pilot. ◆ Completed Scoping with USACE/AECOM for Long term Sustainable Yield Evaluation and Future Brackish Well Siting. ◆ Completed RFP for Murrieta Road 36” Potable Transmission Main Phase I design. ◆ Completed RFP for Murrieta Road Inline Booster Pumping Station. ◆ Completed DRAFT MRP for Perris II ROTF for State Funding. 	<ul style="list-style-type: none"> ◆ Complete construction of 16 projects. ◆ Advance construction of 9 projects. ◆ Complete design of: <ul style="list-style-type: none"> ➤ Murrieta Road Inline Booster Pumping Station. ➤ Romoland Booster Station Replacement (preliminary). ➤ Winchester Recycled Water Corrosion Protection. ➤ Solar Phase III–Solar System Implementation. ◆ Advance design of 7 projects. ◆ Continue to provide as-needed support services to Operations and Maintenance Departments. ◆ Advance and complete Maintenance Engineering projects as identified in OFA budget. ◆ Complete <ul style="list-style-type: none"> ➤ Easement for Pettit RPZ. ➤ Long term Sustainable Yield Evaluation with USACE/AECOM. ➤ Property Exchange for Santiago Well Site (Moreno Valley). ➤ Treatment Pilot for Wells 201-203. ➤ Desalitech Brine Demonstration Pilot. ➤ Recycled Water Distribution Study. ➤ PWR Brine Concentration Pilot Project. ➤ Gate 5 Access/Improvement Project. ➤ Sun City Lift Station Electrical Upgrade Project. ➤ Installation of Communication Towers. 	<ul style="list-style-type: none"> ◆ Complete construction of: <ul style="list-style-type: none"> ➤ Cactus II Feeder. ➤ PWFPP Settling Channel ➤ Eucalyptus Booster Pumping Station. ➤ Indian Street Pipeline. ➤ Murrieta Road 36” Potable Transmission Pipeline – Phase 1. ➤ Murrieta Inline Booster Pumping Station. ➤ Perris II Desalter ➤ Temecula Recycled Water Pipeline, Phase II. ➤ Headquarter Renovation ➤ Mountain Avenue West Replenishment Basins ➤ Pettit RPZ. ➤ Well 59 Wellhead Treatment ◆ Complete demolition of the Elder Booster Pumping Station. ◆ Advance San Jacinto Raw Water Conveyance Facilities Project to construction. ◆ Complete Long term sustainable yield Evaluation and future Brackish well siting. ◆ Advance design and regulatory approval of the Purified Water Replenishment Program. ◆ Complete electrical upgrade of: <ul style="list-style-type: none"> ➤ Warm Springs Lift Station. ➤ Pala Lift Station.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Engineering
Department 831**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	19
Headcount	19

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

GENERAL ENGINEERING - 073100 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	18	21	19	19
WAGES	\$ 2,500,683	\$ 2,807,500	\$ 2,429,852	\$ 2,495,874
BENEFITS	1,040,522	1,387,300	1,274,068	1,383,041
TOTAL WAGES & BENEFITS	\$ 3,541,205	\$ 4,194,800	\$ 3,703,920	\$ 3,878,916
ADD: DEPARTMENT OVERHEAD		3,375,688	3,662,161	3,776,255
TOTAL DEPARTMENT	\$ 3,541,205	\$ 7,570,488	\$ 7,366,081	\$ 7,655,171
ALLOCATION OF TOTAL DEPARTMENT TO:				
CAPITAL PROJECTS	\$ 1,451,894	\$ 3,103,900	\$ 2,725,450	\$ 2,832,413
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	2,089,311	4,466,588	4,640,631	4,822,757

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 4,054,569	\$ 4,466,588	\$ 4,640,631	\$ 4,822,757
53151 - ENGINEERING LABOR	3,372	-	-	-
53000:53999 - DIRECT LABOR	\$ 4,057,941	\$ 4,466,588	\$ 4,640,631	\$ 4,822,757
54120 - DIRECT MATERIALS	1,225	500	500	500
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	1,108	1,000	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	2,302	2,000	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	322	600	500	500
54140 - INVENTORY MATERIALS	121	150	5,000	5,000
54446 - TOOLS	18	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 5,095	\$ 4,250	\$ 6,000	\$ 6,000
56160 - OUTSIDE SERVICES	62,777	1,200	75,000	75,000
56267 - CONSULTANTS-ENGINEERING	17,589	-	20,000	20,000
56000:57000 - OUTSIDE SERVICES	\$ 80,367	\$ 1,200	\$ 95,000	\$ 95,000
57134 - SOFTWARE LICENSE & SUPPORT	-	550	-	-
57235 - EQUIPMENT RENTAL	10,485	9,000	800	800
57100:57400 - RENTS & LEASES	\$ 10,485	\$ 9,550	\$ 800	\$ 800
58121 - CONFERENCE FEES	14,846	8,500	15,000	15,000
58122 - TECHNICAL TRAINING EXPENSE	-	6,000	4,000	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	5,903	5,100	6,000	6,000
58163 - DUES & MEMBERSHIP FEES	120	500	500	500
58164 - SUBSCRIPTIONS	320	-	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 21,189	\$ 20,100	\$ 25,500	\$ 21,500
59170 - OVERHEAD VARIANCE	(4,175,077)	(3,375,688)	(3,662,161)	(3,776,255)
59200 - (OVER) UNDER CHARGED EXPENSE	1,386,025	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (2,789,052)	\$ (3,375,688)	\$ (3,662,161)	\$ (3,776,255)
TOTAL DEPARTMENT BUDGET	\$ 1,386,025	\$ 1,126,000	\$ 1,105,770	\$ 1,169,802

FIELD ENGINEERING DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Field Engineering Department is to provide the highest quality Construction Management and Technical Inspection Safety services in a cost effective manner to meet or exceed District standards for new construction.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <p>There are no real significant changes from the prior budgets.</p>
<p style="text-align: center;">Roles and Responsibilities</p> <p>The department is responsible for managing and inspecting developer driven and capital construction projects. This includes enforcing safety regulations, receipt and review of bids, submittals, requests for information, change orders, insurance, certified payroll, and pay estimates to ensure all construction contract provisions are in compliance with District standards and California Public Contract Laws and Codes.</p>	<p style="text-align: center;">Position Changes</p> <p>The Inspection Department added one new Construction Safety position in conjunction with FY 2018-19 mid-year administrative committee review due to anticipated increased workload projections. In addition, a second new Construction Safety position will be requested to be added in FY 2019-20 due to continued projected workload.</p>



FIELD ENGINEERING DEPARTMENT

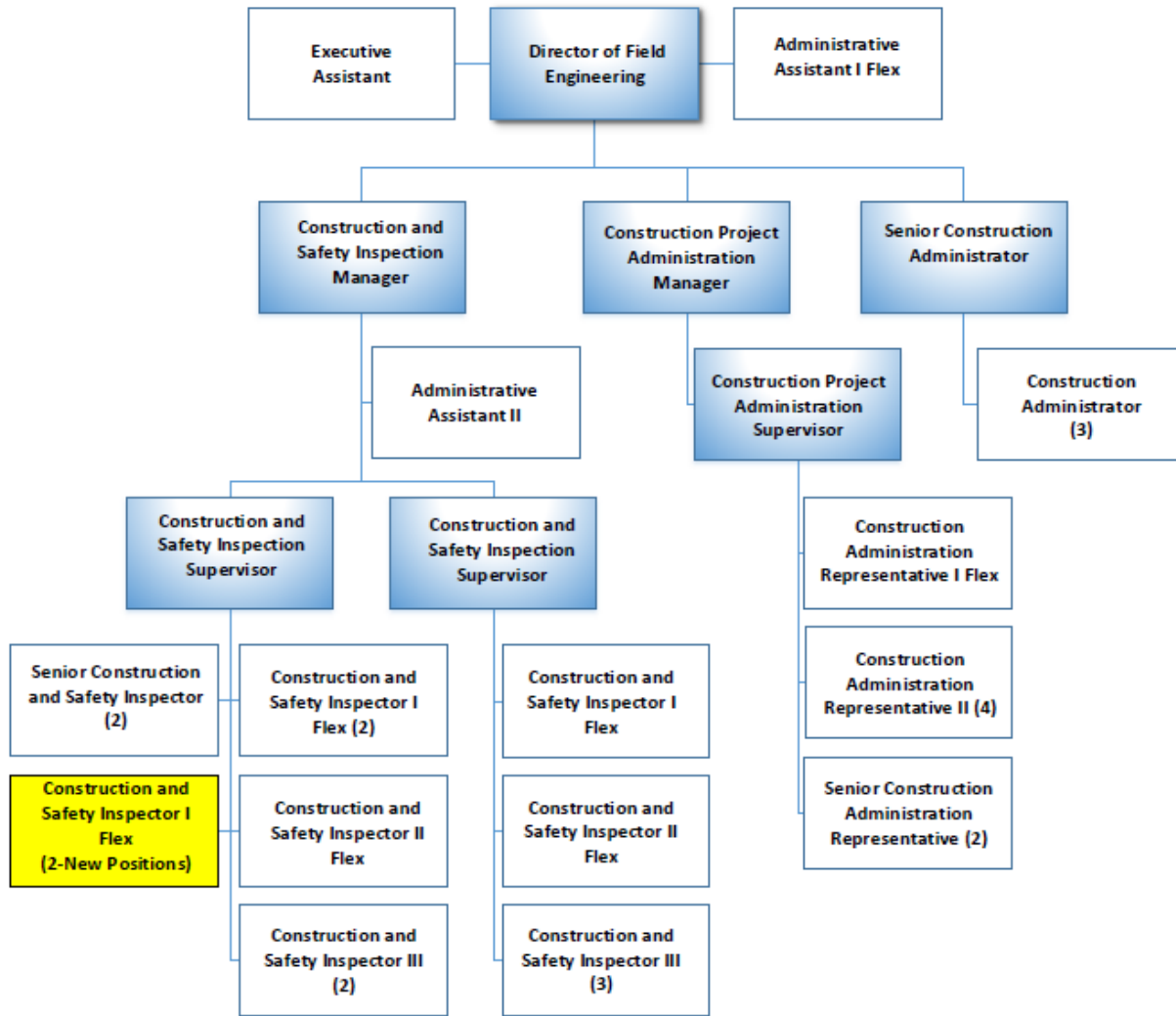
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Successfully completed implementation of PlanGrid, which has increased efficiency by minimizing hard copy files and expediting document research in the field. ◆ Completed evaluation of construction management software to replace Construction Management, which will no longer be supported. ◆ Implemented new process to improve turnaround time for specification review for publication. ◆ Converted 90% of tract projects into digital files. ◆ Construction Administrator now assigned early in project design phase to share lessons learned, and review constructability; in addition to conducting 90% design job walk with Inspections, Engineering, and Field Engineering. ◆ Began testing CIPO software, which will replace Construction Management. ◆ Successful commissioning, startup, and training of Temecula Valley RWRf 23 MGD Expansion. ◆ Implementation of providing lessons learned and feedback on projects as a whole, including contractor, engineer, and consultant performance feedback during design review. In addition to scheduling semi-annual meetings with Operations. 	<ul style="list-style-type: none"> ◆ Continue to review and update front end Contract documents. ◆ Update Specification Section 03300, Cast-in-Place Concrete. ◆ Create Sub-specification Section 03350 for concrete accessories. ◆ Create Sub-specification Section 03360 for concrete finishes. ◆ Establish Electrical Inspector position ◆ Successful completion of Temecula Valley RWRf 23 MGD Expansion. ◆ Begin construction of Perris II Desalter project. ◆ Implement CIPO as the new construction documentation software platform. 	<ul style="list-style-type: none"> ◆ Continue to review and update front end Contract documents. ◆ Successful commissioning, startup, and training of Perris II Desalter project. ◆ Recruit Electrical Inspector ◆ Implement Sub-specification 03350. ◆ Implement Sub-specification 03360. ◆ Evaluate options to go paperless with all construction documentation.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Field Engineering Department 832



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	32
Headcount	32
FY 19/20 +2 Position Revised Headcount/FTE	34

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

FIELD ENGINEERING - 073200 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	32	32	34	34
WAGES	\$ 3,063,603	\$ 3,278,300	\$ 3,400,177	\$ 3,443,275
BENEFITS	1,291,719	1,584,900	1,718,848	1,852,851
TOTAL WAGES & BENEFITS	\$ 4,355,322	\$ 4,863,200	\$ 5,119,025	\$ 5,296,126
ADD: DEPARTMENT OVERHEAD		1,920,047	1,988,944	2,076,212
TOTAL DEPARTMENT	\$ 4,355,322	\$ 6,783,247	\$ 7,107,969	\$ 7,372,338
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 3,353,598	\$ 5,223,100	\$ 5,259,896	\$ 5,455,530
PLANTS & SERVICE AREAS	-	-	213,239	221,170
DEPARTMENT DIRECT LABOR	1,001,724	1,560,147	1,634,833	1,695,638

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,438,316	\$ 1,560,147	\$ 1,634,833	\$ 1,695,638
53157 - INSPECTION LABOR	2,727	-	-	-
53000:53999 - DIRECT LABOR	\$ 1,441,043	\$ 1,560,147	\$ 1,634,833	\$ 1,695,638
54120 - DIRECT MATERIALS	1,566	6,000	12,000	13,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	6,000	6,000	6,500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	9,200	4,500	4,500
54124 - SAFETY SUPPLIES & SAFETY TOOLS	1,184	5,000	7,000	7,500
54140 - INVENTORY MATERIALS	1,590	1,500	2,500	3,000
54446 - TOOLS	1,380	2,000	2,000	2,200
54000:54999 - MATERIALS & SUPPLIES	\$ 5,720	\$ 29,700	\$ 34,000	\$ 36,700
56160 - OUTSIDE SERVICES	1,159	7,500	7,500	7,500
56266 - CONSULTANTS-OTHER	-	3,000	5,000	5,000
56267 - CONSULTANTS-ENGINEERING	-	-	15,000	-
56268 - SAFETY CONSULTANTS	-	2,500	2,500	2,500
56434 - TESTS-OUTSIDE LAB	-	7,300	7,500	8,000
56000:57000 - OUTSIDE SERVICES	\$ 1,159	\$ 20,300	\$ 37,500	\$ 23,000
57134 - SOFTWARE LICENSE & SUPPORT	-	-	-	26,000
57135 - CLOUD SERVICE SUBSCRIPTIONS	-	10,800	22,000	26,000
57235 - EQUIPMENT RENTAL	243,768	270,500	296,600	305,500
57100:57400 - RENTS & LEASES	\$ 243,768	\$ 281,300	\$ 318,600	\$ 357,500
58121 - CONFERENCE FEES	3,721	8,000	12,500	13,000
58122 - TECHNICAL TRAINING EXPENSE	498	3,500	3,500	3,500
58123 - OUTSIDE TECHNICAL TRAINING	1,076	6,000	6,000	7,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	5,972	6,000	8,000	8,000
58163 - DUES & MEMBERSHIP FEES	1,734	4,100	4,100	4,400
58164 - SUBSCRIPTIONS	556	1,000	1,000	1,200
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 13,557	\$ 28,600	\$ 35,100	\$ 37,100
59170 - OVERHEAD VARIANCE	(1,705,247)	(1,920,047)	(2,060,033)	(2,149,938)
59200 - (OVER) UNDER CHARGED EXPENSE	(46,247)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (1,751,494)	\$ (1,920,047)	\$ (2,060,033)	\$ (2,149,938)
TOTAL DEPARTMENT BUDGET	\$ (46,247)	\$ -	\$ -	\$ -

DEVELOPMENT SERVICES DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Development Services Department is to provide high-quality, cost-effective, and prompt planning, engineering, and administrative services to customers, developers, engineers, and contractors in order to facilitate new or modified service and facility construction.</p>	<p>Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Added funding for small utility conflict reimbursements to city/county agencies performing facility relocation or adjustment work on District’s behalf. This will streamline the administration of the associated low-cost monetary reimbursements. • Added funding for ongoing consultant support in the areas of: Plan of Service processing, and general department support.
<p>Roles and Responsibilities</p> <p>The department is responsible for administering, coordinating, and/or processing applications for service, development service plans, facility plan reviews, utility conflict resolution, fee payments, financial participation agreements, and facility construction agreements. The department is also responsible for project planning efforts with developers to facilitate expansion of water, sewer, and recycled water facilities that are consistent with the District’s facility master plans, design standards, and operations and maintenance requirements. The department is also responsible for administering Capital Improvement and Maintenance projects during the planning, design, bidding, construction, and close-out phases.</p>	<p>Position Changes</p> <p>Two Development Services positions were added to support workload projections and the department restructure to streamline processes during mid-year administrative review for FY 2018-19 which is reflected in the current budget. Additionally, a position was transferred from the Engineering Department.</p>



DEVELOPMENT SERVICES DEPARTMENT

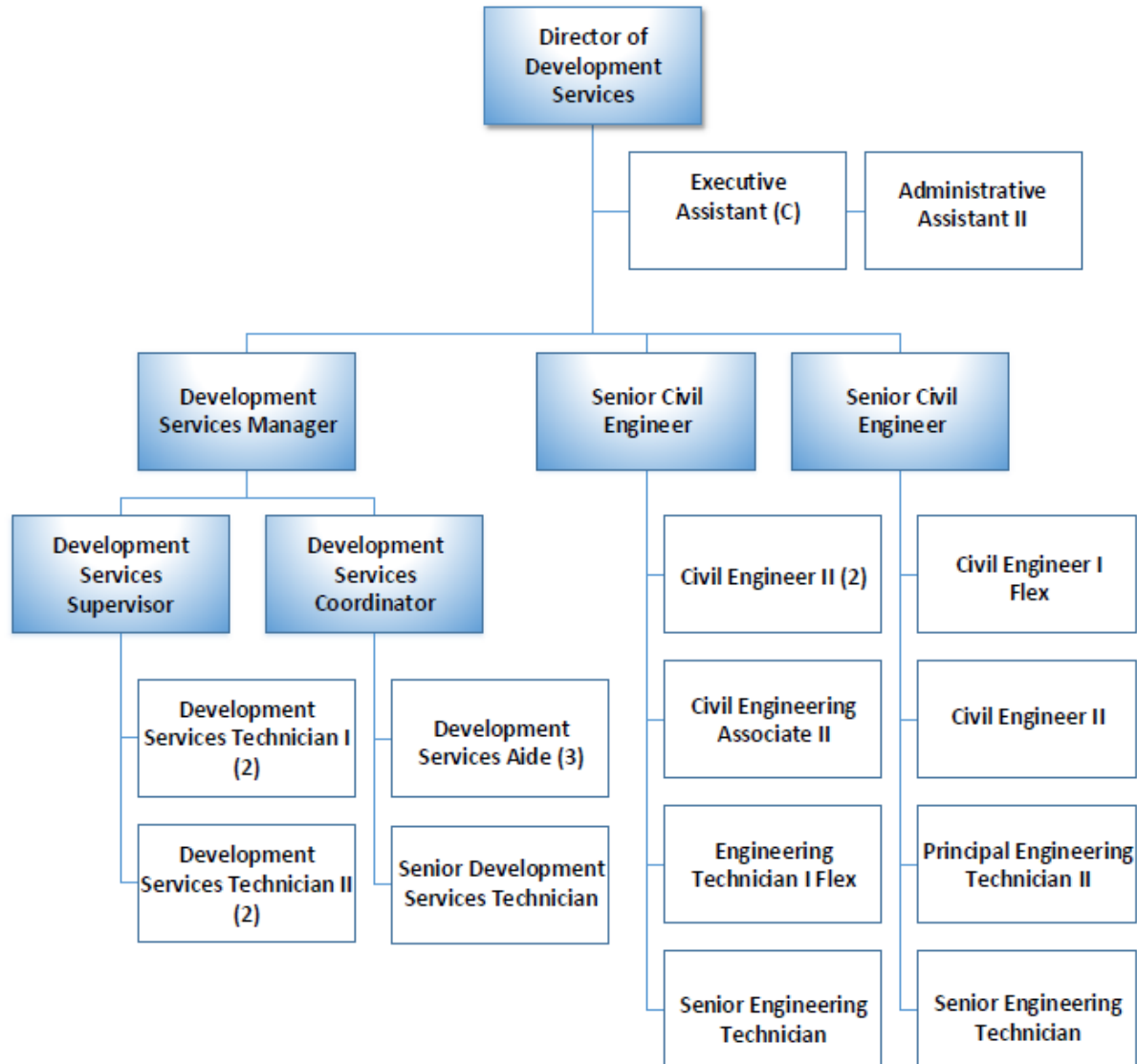
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Processed service applications and collected associated fee revenues, as follows: <ul style="list-style-type: none"> ➤ Sewer EDUs – 3,727 (FY 17/18); 5,178 (FY 18/19) ➤ Water EMSs – 3,054 (FY 17/18); 3,932 (FY 18/19) ◆ Processed service applications for approximately 98 new recycled water meters. ◆ Processed approximately 519 active development projects in support of defining facility service plan requirements. ◆ Processed approximately 817 requests for Fire Flow test certifications. ◆ Processed approximately 476 active development projects in support of service applications, facility design, plan, review and/or construction activities. ◆ Processed approximately 65 active projects for utility conflict determination and resolution. ◆ Completed validation study and implemented updates to the Sewer Tenant Type Factors. ◆ Completed reconciliation of the Paradise Meadows Tank costs and cost share distributions, including adjustment to the associated Special Benefit Area fee. ◆ Completed reconciliation of the Audie Murphy Ranch Sewer Lift Station costs and cost share distributions. ◆ Initiated key initiatives to define and implement best available technologies to enhance business process efficiency, quality, and timeliness of service. 	<ul style="list-style-type: none"> ◆ Conclude department restructuring initiative and evaluate/confirm functionality and service improvements. ◆ Advance key initiatives to define and/or implement best available technologies to enhance business process efficiency, quality, and timeliness of service (e.g. comprehensive permit-based workflow system update or replacement, and electronic submittal protocols and systems for plan review). ◆ Initiate and define comprehensive updates and consolidation of development services requirements and process documentation. ◆ Further develop outreach to area city and county jurisdictions to better coordinate inter-agency land development processes. ◆ Initiate and implement process to improve updates to EMWD’s mapping system for developer- driven projects. 	<ul style="list-style-type: none"> ◆ Implement best available technologies to enhance business process efficiency, quality, and timeliness of service (e.g. comprehensive permit-based workflow system update or replacement, and electronic submittal protocols and systems for plan review). ◆ Advance and implement comprehensive updates and consolidation of development services requirements and process documentation. ◆ Refine and continue ongoing outreach to area city and county jurisdictions to better coordinate inter-agency land development processes.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Development Services
Department 833**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	25
Headcount	25



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

DEVELOPMENT SERVICES - 073300 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	21	22	25	25
WAGES	\$ 2,066,455	\$ 2,278,100	\$ 2,524,271	\$ 2,593,026
BENEFITS	1,008,528	1,133,200	1,328,560	1,439,912
TOTAL WAGES & BENEFITS	\$ 3,074,983	\$ 3,411,300	\$ 3,852,832	\$ 4,032,938
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 461,247	\$ 511,695	\$ 569,925	\$ 600,901
PLANTS & SERVICE AREAS	-	-	265,965	280,422
DEPARTMENT DIRECT LABOR	2,613,736	2,899,605	3,016,941	3,151,616

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 2,433,411	\$ 2,899,605	\$ 3,016,941	\$ 3,151,616
53151 - ENGINEERING LABOR	2,159	-	-	-
53000:53999 - DIRECT LABOR	\$ 2,435,569	\$ 2,899,605	\$ 3,016,941	\$ 3,151,616
54120 - DIRECT MATERIALS	1,883	1,000	3,000	3,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,500	1,500	1,500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	2,793	1,500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	34	-	1,000	1,000
54125 - NEW COMPUTER WORKSTATIONS	-	-	2,000	-
54126 - REPLACEMENT COMPUTER WORKSTATIONS	247	-	-	-
54140 - INVENTORY MATERIALS	38	200	500	500
54000:54999 - MATERIALS & SUPPLIES	\$ 4,995	\$ 4,200	\$ 8,000	\$ 6,000
56160 - OUTSIDE SERVICES	3,688	2,200	50,000	50,000
56161 - TEMPORARY SERVICES	8,973	8,000	30,000	30,000
56177 - REPAIRS-OTHER	-	-	100,000	100,000
56265 - COMPUTER CONSULTING & PROGRAMMING	750	28,000	20,000	20,000
56267 - CONSULTANTS-ENGINEERING	148,496	40,000	100,000	100,000
56000:57000 - OUTSIDE SERVICES	\$ 161,907	\$ 78,200	\$ 300,000	\$ 300,000
57134 - SOFTWARE LICENSE & SUPPORT	2,371	-	-	-
57235 - EQUIPMENT RENTAL	2,680	1,300	100	100
57100:57400 - RENTS & LEASES	\$ 5,051	\$ 1,300	\$ 100	\$ 100
58121 - CONFERENCE FEES	319	1,000	3,000	3,000
58122 - TECHNICAL TRAINING EXPENSE	-	4,000	1,000	1,000
58123 - OUTSIDE TECHNICAL TRAINING	299	5,000	2,500	2,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,516	2,000	4,000	4,000
58163 - DUES & MEMBERSHIP FEES	45	300	500	500
58164 - SUBSCRIPTIONS	540	300	1,000	1,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 3,719	\$ 12,600	\$ 12,000	\$ 12,000
59170 - OVERHEAD VARIANCE	87,487	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 87,487	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 2,698,729	\$ 2,995,905	\$ 3,337,041	\$ 3,469,716

ENGINEERING SERVICES DEPARTMENT

<p>Mission Statement</p> <p>To provide tools and services for efficient design, construction and operation of District facilities as well as information and services to our key external and internal customer groups.</p>	<p>Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • The addition of the Pre-Award grants pursuit includes two additional staff and three as-needed consulting firms. • The success of the grants pursuit resulted in a \$22 Million award for the Perris II Desalter, the grants compliance support will continue to require outside consultant to ensure compliance. • Correcting the Mapping Backlog due to the ESRI One-GIS project will continue to require a mapping outsource firm.
<p>Roles and Responsibilities</p> <p>The department serves in a supporting role to the Planning, Engineering, and Construction Branch and is responsible for cost management of Capital Projects, Pre and Post-award administration of externally-funded projects, Facility Mapping, Real Property acquisition, and Facility Locations.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



ENGINEERING SERVICES DEPARTMENT

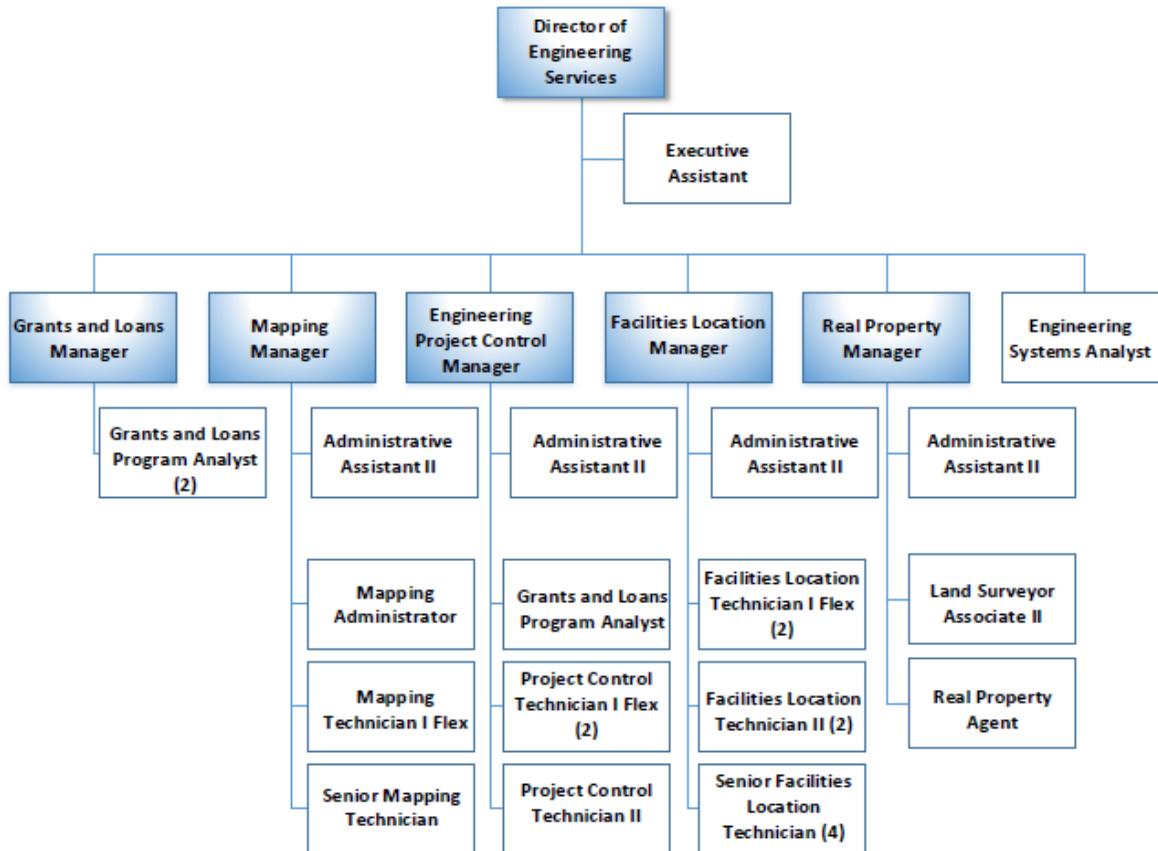
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Supported the long-term Capital Plan with the implementation of the Project Control Module. ◆ Hosted GIS Day with 100 attendees from various Departments. ◆ Secured External Funding Grant / Loans totaling more than \$140,000,000. ◆ Maintained a 99.98% accuracy rate for all 64,000 USA facility marks. ◆ Deployed field photo archive system for the 80,000 USA photos annually. ◆ Administered the 2018 \$5.6 Million Standby Assessment of 247,000 parcels without a single written complaint or Board Meeting visitor. ◆ Deployed Web Based Project Control System to include GIS Mapping and comply with current technology. ◆ Deployed the GIS Map Portal to provide EMWD Construction drawings through a Self-Service Web program to the Public. ◆ Secured multiple real property acquisitions without initiation of condemnation. ◆ Reduced the Mapping Backlog from 1,100 sheets to 830 while supporting the OneGIS project. ◆ Submitted 17 Funding invoices totaling more than \$15 Million without a single audit finding. 	<ul style="list-style-type: none"> ◆ Support the Engineering Department’s initiative to improve pre-construction information through field site investigations and potholing. ◆ Add recently discovered cathodic test infrastructure to the District’s GIS for ongoing maintenance and tracking. ◆ Deploy a method to evaluate the ROI for large external Funding Programs as part of the Opportunity Review Phase. ◆ Pursue CIP property acquisition prior to closing Preliminary Design Phase in support of CEQA compliance. ◆ Calculate the annualized cost for a responsible Replacement and Rehabilitation Planning Model for a 20-year period using the latest RRPM Model. ◆ Extend Capital Improvement Plan forecasting that can provide the Capital Plan cost forecast projections through buildout. ◆ Manage external funding compliance which includes 100% reimbursement requests, successful audits, and full labor compliance despite increased level of complexity. ◆ Adopt ESRI GIS Mapping tools without sacrificing workflow efficiencies. ◆ Refine CIP internal stakeholder process to improve collaboration and streamline the project data. 	<ul style="list-style-type: none"> ◆ Utilize the RRPM to provide input into the OFA Budget cycle for 2021-2022. ◆ Complete the easement encroachment evaluation to ensure unrestricted access to pipeline and facilities. ◆ Convert the EMWD GIS Land-base to the Riverside County GIS Coordinates to allow the automation of developer tract GIS Layers. ◆ Deploy GIS Web Program for all internal stakeholders. ◆ Capture GPS coordinates on the District’s high risk facilities. ◆ Integrate a responsible Replacement and Rehabilitation Planning Model within the department functions. ◆ Reflect the Capital Improvement Plan on GIS layers for improved city coordination. ◆ Align Real Property acquisitions with long-term CIP.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Engineering Services
Department 835**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	31
Headcount	31



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

ENGINEERING SERVICES - 073500 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	29	27	31	31
WAGES	\$ 2,327,417	\$ 2,609,592	\$ 2,845,575	\$ 2,928,237
BENEFITS	1,065,252	1,352,647	1,474,966	1,603,608
TOTAL WAGES & BENEFITS	\$ 3,392,669	\$ 3,962,239	\$ 4,320,541	\$ 4,531,845
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 412,112	\$ 481,299	\$ 561,670	\$ 587,624
PLANTS & SERVICE AREAS	1,141,234	1,332,828	1,123,341	1,175,248
DEPARTMENT DIRECT LABOR	1,839,322	2,148,112	2,635,530	2,768,972

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,947,023	\$ 2,148,112	\$ 2,635,530	\$ 2,768,972
53151 - ENGINEERING LABOR	1,062	-	-	-
53550 - STANDBY LABOR	14,280	16,000	17,153	17,667
53000:53999 - DIRECT LABOR	\$ 1,962,364	\$ 2,164,112	\$ 2,652,683	\$ 2,786,639
54120 - DIRECT MATERIALS	9,750	11,500	21,000	21,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	19,000	-	20,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	629	7,995	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	2,865	2,700	1,500	1,500
54140 - INVENTORY MATERIALS	2,737	3,000	-	-
54446 - TOOLS	4,283	6,000	10,000	10,500
54000:54999 - MATERIALS & SUPPLIES	\$ 20,264	\$ 50,195	\$ 32,500	\$ 53,000
56160 - OUTSIDE SERVICES	51,069	41,000	103,900	105,622
56177 - REPAIRS-OTHER	240	1,020	-	-
56265 - COMPUTER CONSULTING & PROGRAMMING	81,973	287,000	280,000	265,000
56267 - CONSULTANTS-ENGINEERING	122,181	82,500	122,000	122,000
56768 - OUTSIDE PERMIT FEES	1,465	8,000	10,200	10,200
56000:57000 - OUTSIDE SERVICES	\$ 256,928	\$ 419,520	\$ 516,100	\$ 502,822
57133 - MAINTENANCE CONTRACTS	4,051	19,000	5,500	5,500
57134 - SOFTWARE LICENSE & SUPPORT	20	-	-	-
57235 - EQUIPMENT RENTAL	125,125	128,000	130,100	134,000
57100:57400 - RENTS & LEASES	\$ 129,196	\$ 147,000	\$ 135,600	\$ 139,500
58121 - CONFERENCE FEES	70	1,000	1,800	1,800
58122 - TECHNICAL TRAINING EXPENSE	-	-	1,300	1,300
58123 - OUTSIDE TECHNICAL TRAINING	1,475	9,300	16,400	10,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	3,826	7,000	23,900	23,900
58163 - DUES & MEMBERSHIP FEES	1,539	1,907	3,000	3,000
58164 - SUBSCRIPTIONS	285	-	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 7,194	\$ 19,207	\$ 46,400	\$ 40,500
59084 - DEPT CREDITS-MAPS	(32,003)	-	(50,000)	(50,000)
59000:59099 - DEPARTMENT CREDITS	\$ (32,003)	\$ -	\$ (50,000)	\$ (50,000)
59170 - OVERHEAD VARIANCE	(6,392)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (6,392)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 2,337,552	\$ 2,800,034	\$ 3,333,283	\$ 3,472,461



GROUNDWATER MANAGEMENT & FACILITIES PLANNING DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Groundwater Management & Facilities Planning department is to provide short- and long-range planning services to our internal and external customers to facilitate the needs of a growing service area.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <p>In early calendar year 2018, two employees were transferred out of the department as a result of a reorganization, and the senior director position was vacated. This position is in the recruitment process.</p>
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Groundwater Management & Facilities Planning department houses the Facilities Planning, Groundwater Development, and Water Resources Management groups which are responsible for:</p> <ul style="list-style-type: none"> • Refinement of the District’s long-term capital plan. • Preparation of annual updates to the one-year and five-year prioritized capital improvement program. • Maintenance, calibration, and use of the District’s hydraulic and groundwater models. • Groundwater management, including watershed management, groundwater monitoring, siting for production wells, monitoring wells and recharge facilities, well destruction, and drilling for production wells. • Establishing compliance with the Sustainable Groundwater Management Act (SGMA) as the Groundwater Sustainability Agency (GSA) for the West San Jacinto groundwater basin. 	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



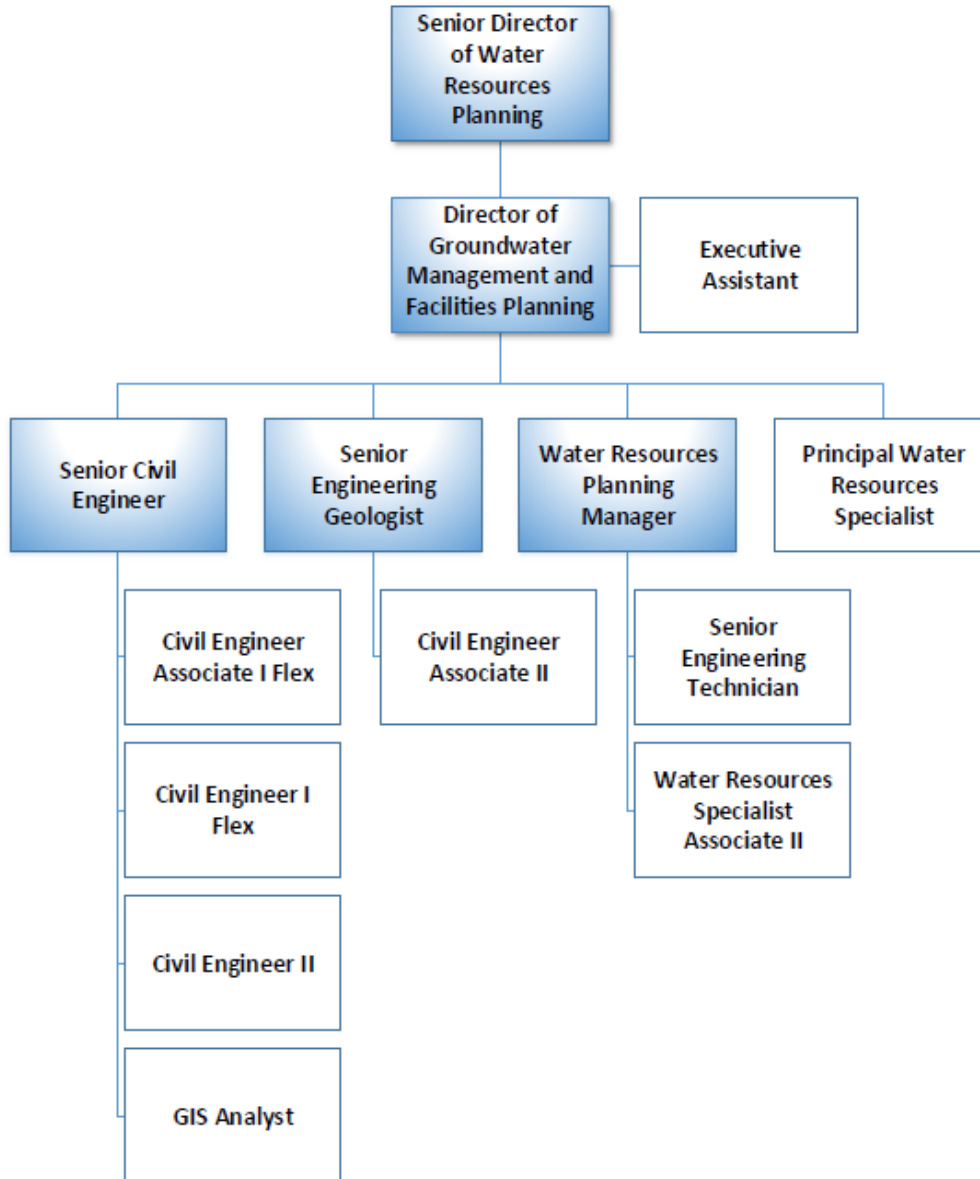
GROUNDWATER MANAGEMENT & FACILITIES PLANNING DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> • Developed tools to track development in support of the long-term capital plan. • Completed annual update of the water and wastewater hydraulic models. • Completed drilling and testing of wells 94-D, 95-D, 96-D, 201, 202, 203, and 205. • Collaborated with the SWRCB agencies to create the Perris II Reverse Osmosis Treatment Facility Monitoring and Reporting Plan in support of Proposition 1 grant received by the District. • Completed destruction of well 64. • Received approval from the Department of Water Resources to modify the San Jacinto groundwater basin and San Timoteo groundwater sub-basin. • After persistent attempts, attained the water rights permit to extract 1,187 AF per year. 	<ul style="list-style-type: none"> • Provide program administration support for Groundwater Reliability project. • Complete Potable Water Replenishment modeling and review meetings with the Division of Drinking Water. • Initiate work on the Perris II Reverse Osmosis Treatment Facility (ROTF) Monitoring and Reporting Plan analysis and reporting. • Complete groundwater model updates in support of the Perris II ROTF. • Initiate groundwater model updates in support of Perris North groundwater remediation grant. • Complete EM-11 pipeline alignment and pump station routing study. • Continue to recharge imported water and river diversions. 	<ul style="list-style-type: none"> • Develop prioritized project lists for water, wastewater collection, wastewater treatment, and recycled water for the Capital Improvement Project. • Complete the San Jacinto Valley Reclamation Integrated Plan. • Initiate regional groundwater model update. • Develop a groundwater sustainability plan for the West San Jacinto groundwater basin. • Advance planning studies to optimize master plan recommended improvements in support of developer needs. • Complete construction of at least one new groundwater production well. • Continue to recharge imported raw water and river diversions.



Organization Chart and Department (Financial) Summary

**Groundwater Management and Facilities Planning
Department 820**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	14
Headcount	14



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

GROUNDWATER MGMT & FACILITIES PLANNING - 072000				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	14	16	14	14
WAGES	\$ 1,634,697	\$ 1,996,000	\$ 1,953,869	\$ 2,032,609
BENEFITS	729,238	974,100	1,029,363	1,129,765
TOTAL WAGES & BENEFITS	\$ 2,363,935	\$ 2,970,100	\$ 2,983,232	\$ 3,162,374
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 233,505	\$ 297,010	\$ 328,111	\$ 345,485
PLANTS & SERVICE AREAS	285,745	363,458	238,626	251,262
DEPARTMENT DIRECT LABOR	1,844,686	2,346,379	2,412,739	2,558,582

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,892,995	\$ 2,248,123	\$ 2,412,739	\$ 2,558,582
53198 - LIGHT DUTY ASSIGNMENT	22,501	-	-	-
53550 - STANDBY LABOR	9,426	17,700	-	-
53000:53999 - DIRECT LABOR	\$ 1,924,923	\$ 2,265,823	\$ 2,412,739	\$ 2,558,582
54120 - DIRECT MATERIALS	15,296	25,000	500	600
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	7,000	3,000	3,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	3,116	15,000	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	1,050	3,500	200	200
54125 - NEW COMPUTER WORKSTATIONS	4,269	-	-	-
54140 - INVENTORY MATERIALS	2,067	10,000	200	200
54446 - TOOLS	22	1,300	100	100
54000:54999 - MATERIALS & SUPPLIES	\$ 25,821	\$ 61,800	\$ 4,000	\$ 4,100
56160 - OUTSIDE SERVICES	2,784	7,000	180,000	180,000
56161 - TEMPORARY SERVICES	28,236	-	30,000	30,000
56177 - REPAIRS-OTHER	-	4,000	-	-
56266 - CONSULTANTS-OTHER	22,400	-	8,000	8,000
56434 - TESTS-OUTSIDE LAB	105	-	-	-
56463 - TESTS-EMWD LAB	12,700	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 66,224	\$ 11,000	\$ 218,000	\$ 218,000
57130 - OUTSIDE EQUIPMENT	1,476	-	-	-
57134 - SOFTWARE LICENSE & SUPPORT	1,956	-	-	-
57235 - EQUIPMENT RENTAL	55,003	57,500	41,700	43,000
57100:57400 - RENTS & LEASES	\$ 58,435	\$ 57,500	\$ 41,700	\$ 43,000
58121 - CONFERENCE FEES	8,647	8,500	8,500	8,500
58122 - TECHNICAL TRAINING EXPENSE	7,472	-	-	-
58123 - OUTSIDE TECHNICAL TRAINING	-	6,000	6,000	6,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	18,883	8,000	12,000	12,000
58163 - DUES & MEMBERSHIP FEES	150	500	500	500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 35,152	\$ 23,000	\$ 27,000	\$ 27,000
59170 - OVERHEAD VARIANCE	(10,007)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (10,007)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 2,100,549	\$ 2,419,123	\$ 2,703,439	\$ 2,850,682



WATER SUPPLY PLANNING

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Water Supply Planning Department is to support the development and implementation of a diverse and reliable portfolio of water supplies through effective planning and innovative water use efficiency.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • New strategic direction to transform landscape in the region. • Conservation legislation passed in 2018 provides direction for long term water use efficiency. • EMWD has participated in the CaDC since its pilot phase, which began in 2015/16 and was funded from the Special Projects Budget. Since then, the CaDC has moved out from a pilot phase to include a formal governance structure, under which EMWD has a seat on a steering committee. To reflect this change in status, the funding is now being budgeted with other membership items (reason for increase in membership dues & fees).
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Planning Department houses the Water Resource Planning and Conservation, work-groups. This department is responsible for:</p> <ul style="list-style-type: none"> • Regional water supply planning. • Advocating on behalf of our customers for equity and reasonableness in supply planning and water use efficiency regulation and legislation. • Support facilities master planning for water, wastewater, and recycled water. • Planning for responsible growth and development. • Meeting the requirements of current water supply planning and water use efficiency legislation and regulations. • Preparation of Urban Water Management Plans. • Monthly water supply reporting. • Preparation of water supply assessments for development projects. • Preparation of updated flow projections for water, wastewater, and recycled water. • Meeting the demand reduction target required by Senate Bill x7-7 (20% by 2020). • Assisting customers in saving water in an efficient and cost effective manner. 	<p style="text-align: center;">Position Changes</p> <p>One Water Resource Specialist Assistant I (flex) position is requested to be added in FY 2019-20 to support the landscape transformation program and regulatory compliance</p>



WATER SUPPLY PLANNING

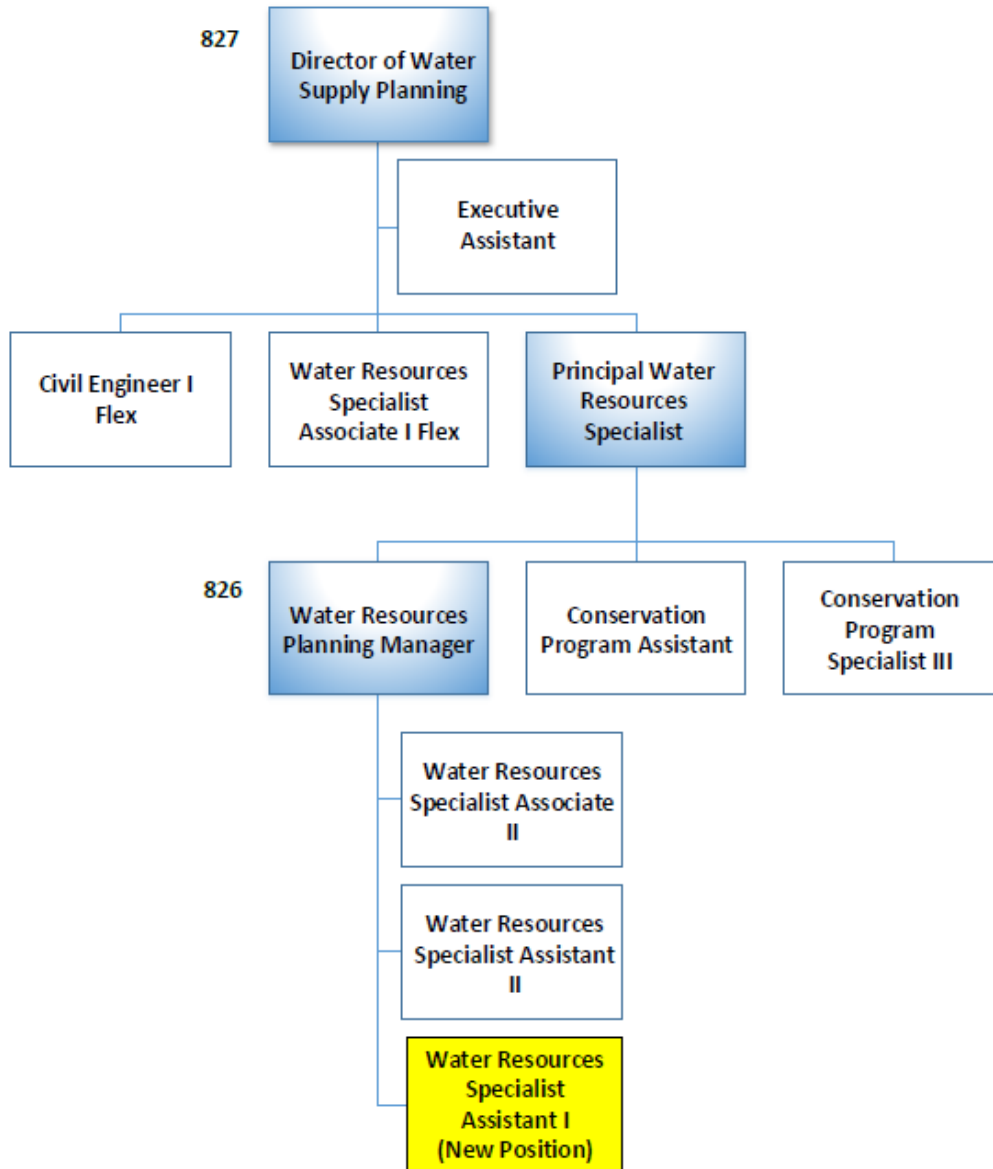
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Completed the water supply strategic plan. ◆ Leveraging external funding replaced more than 1 million square feet of non-recreational turf. ◆ Agricultural Water Use Efficiency Review completed. ◆ Completed the Prop 84 Drought Round Turf Removal Program. ◆ Completed USBR Public School Program. ◆ Completed a guidebook for water efficient landscape aimed at the residential customer. ◆ Supported implementation of the revised tiered rate allocations including the identification of functional and non-functional areas. ◆ Advocated for equity and reasonableness in conservation legislation. ◆ Increased participation in landscape efficiency programs through outreach, education and funding. ◆ Secured over \$200,000 in grant funds to implement new customer incentive programs. ◆ Advocated for fair and accurate data collection in the Electronic Annual Report. 	<ul style="list-style-type: none"> ◆ Replace 1 million square feet of non-recreational turf at public sites. ◆ Complete requirements of the Prop 84 Turf Removal Upper Santa Margarita Grant. ◆ Work with DWR and other state agencies to implement the water conservation legislation approved in 2018. ◆ Advocate for streamlined reporting of water resource data at the State. ◆ Complete training videos to support the residential landscape guidebook. ◆ Implement new web-based landscape tools and resources. ◆ Meet distribution targets to for new residential drip irrigation and turf conversion incentive programs. ◆ Convene landscape transformation stakeholder workshop. ◆ Complete the water supply strategic master plan. 	<ul style="list-style-type: none"> ◆ Complete 2020 Urban Water Management Plan. ◆ Complete the update to the Water Shortage Contingency Plan. ◆ Replace 1 million square feet of non-recreational turf at public sites. ◆ Design and implement professional landscape water management training and education program. ◆ Coordinate residential landscape workshops and presentations. ◆ Complete next-generation modifications to Conservation Manager software. ◆ Pursue funding and opportunities to continue turf conversion projects and pilot new incentive and outreach programs. ◆ Implement agricultural water use efficiency programs proposed in the completed Agricultural Water Use Efficiency Review.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Conservation and Water Supply Planning
Departments 826 and 827**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing - Combined	
Full Time Equivalent	10
Headcount	10
FY 19/20 +1 Position Revised Headcount/FTE	11



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

CONSERVATION - 072600 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	5	5	6	6
WAGES	\$ 369,186	\$ 448,800	\$ 575,850	\$ 592,730
BENEFITS	186,931	229,700	301,607	327,884
TOTAL WAGES & BENEFITS	\$ 556,117	\$ 678,500	\$ 877,457	\$ 920,614
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	510,199	678,500	799,699	839,217
DIRECT LABOR FROM OTHER DEPTS	45,918	61,065	77,758	81,397

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 528,872	\$ 739,565	\$ 799,699	\$ 839,217
53000:53999 - DIRECT LABOR	\$ 528,872	\$ 739,565	\$ 799,699	\$ 839,217
54120 - DIRECT MATERIALS	657	3,300	3,000	3,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	500	500	500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	500	-	-
54140 - INVENTORY MATERIALS	-	50	50	50
54446 - TOOLS	-	150	300	150
54000:54999 - MATERIALS & SUPPLIES	\$ 657	\$ 4,500	\$ 3,850	\$ 3,700
56160 - OUTSIDE SERVICES	3,552	2,100	2,000	2,000
56161 - TEMPORARY SERVICES	77,789	40,000	-	-
56000:57000 - OUTSIDE SERVICES	\$ 81,341	\$ 42,100	\$ 2,000	\$ 2,000
57235 - EQUIPMENT RENTAL	12,019	12,800	17,300	17,800
57100:57400 - RENTS & LEASES	\$ 12,019	\$ 12,800	\$ 17,300	\$ 17,800
58121 - CONFERENCE FEES	200	-	1,000	1,000
58123 - OUTSIDE TECHNICAL TRAINING	-	1,000	1,000	1,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	3,590	4,000	3,000	3,000
58163 - DUES & MEMBERSHIP FEES	10,429	10,000	15,000	15,000
58164 - SUBSCRIPTIONS	628	-	200	200
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 14,847	\$ 15,000	\$ 20,200	\$ 20,200
59086 - DEPT CREDITS-MISC	(962)	-	-	-
59000:59099 - DEPARTMENT CREDITS	\$ (962)	\$ -	\$ -	\$ -
59170 - OVERHEAD VARIANCE	38,169	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 38,169	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 674,944	\$ 813,965	\$ 843,049	\$ 882,917



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER SUPPLY PLANNING - 072700 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	5	5	5	5
WAGES	\$ 569,366	\$ 652,600	\$ 663,579	\$ 683,966
BENEFITS	214,238	323,500	343,718	373,907
TOTAL WAGES & BENEFITS	\$ 783,603	\$ 976,100	\$ 1,007,296	\$ 1,057,872
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 8,707	\$ 9,761	\$ 9,318	\$ 9,820
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	774,896	868,729	904,795	949,852
DIRECT LABOR FROM OTHER DEPTS	79,152	97,610	93,183	98,200

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 792,593	\$ 868,729	\$ 904,795	\$ 949,852
53000:53999 - DIRECT LABOR	\$ 792,593	\$ 868,729	\$ 904,795	\$ 949,852
54120 - DIRECT MATERIALS	597	500	500	500
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	2,000	500	500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	1,000	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	29	-	-	-
54140 - INVENTORY MATERIALS	-	-	300	300
54000:54999 - MATERIALS & SUPPLIES	\$ 626	\$ 3,500	\$ 1,300	\$ 1,300
56160 - OUTSIDE SERVICES	37,492	500	500	500
56266 - CONSULTANTS-OTHER	-	20,500	-	-
56000:57000 - OUTSIDE SERVICES	\$ 37,492	\$ 21,000	\$ 500	\$ 500
57134 - SOFTWARE LICENSE & SUPPORT	-	-	18,000	18,000
57235 - EQUIPMENT RENTAL	-	800	-	-
57100:57400 - RENTS & LEASES	\$ -	\$ 800	\$ 18,000	\$ 18,000
58121 - CONFERENCE FEES	94	1,000	2,500	2,500
58123 - OUTSIDE TECHNICAL TRAINING	2,045	1,000	1,500	1,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	8,938	6,000	12,000	12,000
58163 - DUES & MEMBERSHIP FEES	-	-	45,000	45,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 11,077	\$ 8,000	\$ 61,000	\$ 61,000
59170 - OVERHEAD VARIANCE	(54,726)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (54,726)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 787,062	\$ 902,029	\$ 985,595	\$ 1,030,652



ENVIRONMENTAL & REGULATORY COMPLIANCE DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Environmental and Regulatory Compliance (ERC) Department is to ensure that the District’s services protect the health and safety of the community and the environment while complying with all applicable Federal and State standards. Conduct planning and environmental permitting activities for water, wastewater, and other relevant facilities in a timely manner that supports the District’s strategic objectives and ensures the availability of services for future growth. Advocate for responsible regulatory policy that provides for meaningful environmental protection in a cost-effective manner.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • The ERC department 074700 account 56160 Outside Services reduction will be due to continuation of the projects rather than initial start-up.
<p style="text-align: center;">Roles and Responsibilities</p> <p>The ERC Department is comprised of the administration staff that has oversight of the Source Control (SC), Laboratory (Lab) and Environmental Services (ES) Departments. The SC and Lab Departments are described in their own narratives. The ES Department manages the compliance activities associated with all air quality, potable water, wastewater collection and treatment, recycled water use, storm water management, biosolids management, hazardous materials/waste program and CEQA/NEPA.</p>	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



ENVIRONMENTAL & REGULATORY COMPLIANCE DEPARTMENT

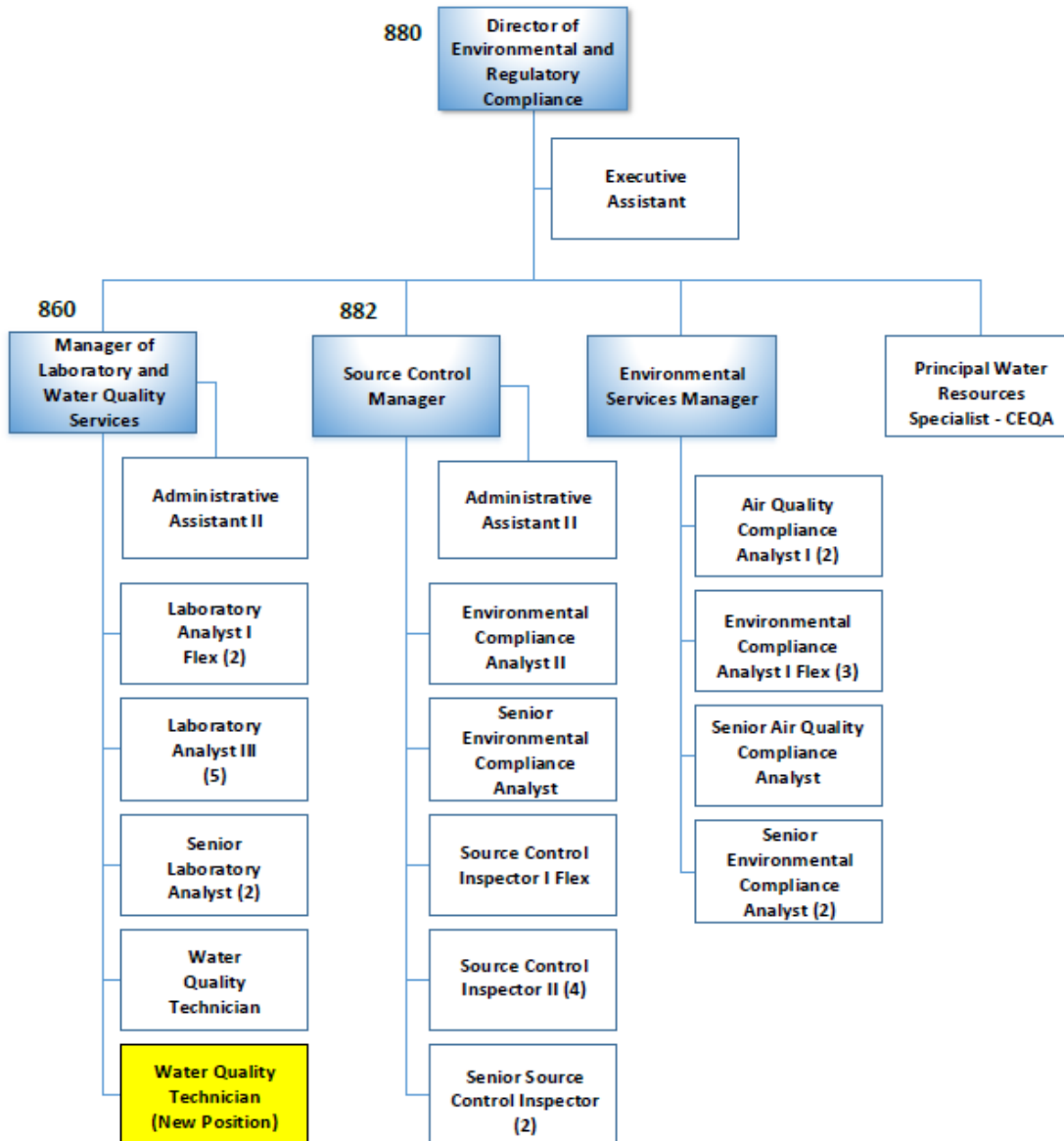
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Completed SCSC report for the Study to Evaluate Long-Term Trends and Variations in the Avg. TDS concentration in Wastewater and Recycled Water. ◆ Received approval of the Salt and Nutrient Management Plan (SNMP) for the Upper Temescal Basin. ◆ Negotiated with SCAQMD TVRWRF biogas engine operation beyond the compliance due date for Rule 1110.2. ◆ Advocated favorable rule conditions for SCAQMD Rule 1118.1 Flare Rule. ◆ Completed AB746 Lead Testing for Public School Water System well ahead of the compliance due date. ◆ Implemented the San Jacinto Coalition for the Conditional Waiver for Agricultural Discharges requirement. 	<ul style="list-style-type: none"> ◆ Continue to work with SAWPA and SARWQCB on alternative requirements for TDS limit due to impacts from drought and/or climate change. ◆ Complete amendment to the Santa Ana Basin Plan to incorporate the SNMP for Upper Temescal Basin. ◆ Complete the triennial EPA Lead and Copper Study and 2016-2018 Public Health Goal Triennial Report for Board approval. ◆ Complete a SNMP for recycled water use in Murrieta and Auld Hydrologic Area as part of TVRWRF permit and State requirement. ◆ Negotiate an Environmental Service Cooperative Agreement (ESCA) with March ARB for the Operation and Maintenance of Well 59 PFAS treatment. ◆ Complete the District Climate Action Plan for Board approval. ◆ Obtain waiver from SARWQCB for Mountain Ave. West recharge of State Water Project water. ◆ Restart renovated Laboratory. 	<ul style="list-style-type: none"> ◆ Request for TDS limit adjustment to 700 mg/L for Temescal discharge permit. ◆ Prepare for UCMR 5 sampling and reporting requirements. ◆ Prepare for Upper Pressure GMZ Maximum Benefit triennial Salinity Management Plan. ◆ Complete the Upper Pressure GMZ Maximum Benefit for the San Jacinto Basin TDS and Nitrogen 20 year projections. ◆ Complete update of the Sewer System Management Plan. ◆ Complete Environmental Management Information System update/upgrade. ◆ Start Monitoring and Report Plan for Perris II Desalter grant requirement.






ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Environmental and Regulatory Compliance
Departments 860, 880 and 882**



-  Supervisor and Above
-  Proposed New Position
-  Part Time Position

Departmental Staffing - Combined	
Full Time Equivalent	35
Headcount	35
FY 20/21 +1 Position Revised Headcount/FTE	36



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

ENVIRONMENTAL & REGULATORY COMPLIANCE - 074700				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	7	12	12	12
WAGES	\$ 1,032,848	\$ 1,387,700	\$ 1,051,067	\$ 1,091,792
BENEFITS	460,970	671,000	548,941	601,392
TOTAL WAGES & BENEFITS	\$ 1,493,819	\$ 2,058,700	\$ 1,600,008	\$ 1,693,184
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	836,538	1,152,872	-	-
DEPARTMENT DIRECT LABOR	657,280	905,828	1,600,008	1,693,184

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,464,361	\$ 825,264	\$ 1,600,008	\$ 1,693,184
53000:53999 - DIRECT LABOR	\$ 1,464,361	\$ 825,264	\$ 1,600,008	\$ 1,693,184
54120 - DIRECT MATERIALS	7,002	20,400	21,650	20,400
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	1,500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	180	500	500	500
54140 - INVENTORY MATERIALS	172	250	300	300
54446 - TOOLS	-	-	100	100
54000:54999 - MATERIALS & SUPPLIES	\$ 7,354	\$ 22,650	\$ 22,550	\$ 21,300
56160 - OUTSIDE SERVICES	93,641	452,400	296,500	356,000
56266 - CONSULTANTS-OTHER	-	4,200	-	-
56430 - AIR QUALITY COMPLIANCE COSTS	5,500	8,000	8,000	8,000
56770 - SCAQMD FEES	8,246	8,000	9,500	9,500
56000:57000 - OUTSIDE SERVICES	\$ 107,387	\$ 472,600	\$ 314,000	\$ 373,500
57134 - SOFTWARE LICENSE & SUPPORT	20	1,000	1,000	1,000
57235 - EQUIPMENT RENTAL	17,838	20,000	17,800	18,300
57100:57400 - RENTS & LEASES	\$ 17,858	\$ 21,000	\$ 18,800	\$ 19,300
58121 - CONFERENCE FEES	587	4,500	4,400	4,400
58123 - OUTSIDE TECHNICAL TRAINING	190	-	-	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	1,517	4,800	3,300	3,300
58163 - DUES & MEMBERSHIP FEES	11,847	27,500	27,800	27,800
58250 - LEGAL-OTHER	-	2,500	2,500	2,500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 14,141	\$ 39,300	\$ 38,000	\$ 38,000
59170 - OVERHEAD VARIANCE	19,656	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 19,656	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,630,758	\$ 1,380,814	\$ 1,993,358	\$ 2,145,284



LABORATORY DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The Laboratory department is part of the Environmental and Regulatory Compliance Department. The mission of this department is to serve the District by providing accurate and timely laboratory support that is based on professional and cost effective practices to ensure the safety of our staff and customers.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Laboratory analytical testing requirements have historically increased at a rate of about 4% each year. Most budget items reflect the annual 4% workload increase. • Decrease in Direct Materials, account 54120 for the Laboratory department 074900 will be due to the lab renovation resulting in the non-operation of the lab for part of the year. • Increases for the Laboratory department expenses in accounts 56160, 57133, 58123, and 58161 will be due to start-up service for current instrument and new instrumentation training needs. • Operating Fixed Assets (OFA) for the Laboratory will include replacement of the Autoclave, Water Purified Systems, TKN block, and ICP. New equipment identified will be for Metals Digestion, Organic testing and PFAS.
<p style="text-align: center;">Roles and Responsibilities</p> <p>The department is responsible for the analytical testing of District water, wastewater, and bio-solids samples used to demonstrate compliance with State and Federal regulatory requirements. Additional testing is performed to support process control at the water and wastewater treatment facilities. Samples from the potable water distribution system are collected and tested daily to insure a safe water supply for customers.</p>	<p style="text-align: center;">Position Changes</p> <p>One Water Quality Technician is requested to be added in FY 2020-21 to support operations to coincide with the completion of lab renovation project.</p>



LABORATORY DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Staff completed implementation of new Laboratory Information Management System (LIMS) software. The replacement LIMS provides increased efficiency while reducing the time and costs required for configuration and maintenance. ◆ A bid for renovations to the laboratory facility was awarded. Construction is scheduled to begin June 2019. The renovation will accommodate future equipment needs, improve office space, and reduce electricity usage. ◆ A laboratory audit was conducted by the State in April 2018. 	<ul style="list-style-type: none"> ◆ Continue to provide regulatory and process control testing services through the use of treatment plant and outside laboratories during construction of the renovated Laboratory. ◆ Configure additional capabilities of the new LIMS software and complete training of additional staff. ◆ Develop processes to comply with new State environmental laboratory requirements for 2020. ◆ Seek new method development, such as PFAS, as needs of the District arise. 	<ul style="list-style-type: none"> ◆ Continue adoption of updated processes and conduct training to accommodate new State requirements.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

LABORATORY - 074900 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	12	13	12	13
WAGES	\$ 975,196	\$ 1,153,100	\$ 1,081,581	\$ 1,128,726
BENEFITS	477,066	574,300	569,575	603,710
TOTAL WAGES & BENEFITS	\$ 1,452,262	\$ 1,727,400	\$ 1,651,156	\$ 1,732,436
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	1,452,262	1,727,400	1,651,156	1,732,436

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,433,021	\$ 1,727,400	\$ 1,651,156	\$ 1,732,436
53000:53999 - DIRECT LABOR	\$ 1,433,021	\$ 1,727,400	\$ 1,651,156	\$ 1,732,436
54120 - DIRECT MATERIALS	162,654	274,500	160,000	246,500
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,600	9,044	1,600
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	122	10,200	10,200	10,200
54124 - SAFETY SUPPLIES & SAFETY TOOLS	51	1,900	1,200	1,200
54140 - INVENTORY MATERIALS	20,912	33,700	33,700	33,700
54344 - EQUIPMENT PARTS-OTHER	1,555	22,500	22,500	22,500
54446 - TOOLS	-	20,400	1,500	1,500
54000:54999 - MATERIALS & SUPPLIES	\$ 185,293	\$ 364,800	\$ 238,144	\$ 317,200
56160 - OUTSIDE SERVICES	20,739	14,600	38,600	16,100
56161 - TEMPORARY SERVICES	34,666	79,800	83,800	88,000
56177 - REPAIRS-OTHER	9,393	29,200	35,000	35,000
56265 - COMPUTER CONSULTING & PROGRAMMING	-	48,000	48,000	48,000
56434 - TESTS-OUTSIDE LAB	280	5,000	6,000	3,000
56768 - OUTSIDE PERMIT FEES	13,992	18,500	18,500	18,500
56000:57000 - OUTSIDE SERVICES	\$ 79,069	\$ 195,100	\$ 229,900	\$ 208,600
57130 - OUTSIDE EQUIPMENT	2,441	4,500	4,500	4,500
57133 - MAINTENANCE CONTRACTS	13,024	35,200	56,800	59,700
57134 - SOFTWARE LICENSE & SUPPORT	3	-	-	-
57235 - EQUIPMENT RENTAL	21,802	23,800	21,600	22,200
57100:57400 - RENTS & LEASES	\$ 37,270	\$ 63,500	\$ 82,900	\$ 86,400
58121 - CONFERENCE FEES	70	7,800	-	-
58122 - TECHNICAL TRAINING EXPENSE	-	3,900	11,800	12,400
58123 - OUTSIDE TECHNICAL TRAINING	-	-	6,300	6,300
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,271	4,590	9,000	9,000
58163 - DUES & MEMBERSHIP FEES	1,260	2,400	2,400	2,400
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 3,601	\$ 18,690	\$ 29,500	\$ 30,100
59080 - DEPT CREDITS-LAB	(70,752)	-	(123,000)	(123,000)
59000:59099 - DEPARTMENT CREDITS	\$ (70,752)	\$ -	\$ (123,000)	\$ (123,000)
59170 - OVERHEAD VARIANCE	24,203	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 24,203	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,691,705	\$ 2,369,490	\$ 2,108,600	\$ 2,251,736

SOURCE CONTROL DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Source Control Division is to enhance the beneficial use of recycled water and biosolids, and protect the integrity of the District’s sewer and brine collection systems while minimizing the cost of compliance with environmental regulations. The pretreatment and associated programs are designed to fully comply with all applicable federal and state regulations while ensuring that the reuse of recycled water and biosolids, and brine disposal are protective of public health and environmentally sustainable.</p>	<p>Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • The Source Control department account 54446 Tool cost are shifted to account 54120 Direct Materials.
<p>Roles and Responsibilities</p> <p>The division is responsible to ensure adherence with the pretreatment compliance program as required by law and in EMWD’s discharge permits for the wastewater treatment plants. The purpose of the program is to eliminate discharges that could cause blockages or deterioration of the collection system, upsets at the RWRFs, the pass-through of contaminants to recycled water users or into Temescal Creek, or the limitation of biosolids reuse options. The program is designed to protect the staff, public, and environment. Program components include: oversight of industrial and commercial dischargers through permitting, inspections, discharge monitoring, training, enforcement, regulation of businesses through the plan check process, and management of liquid waste haulers.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



SOURCE CONTROL DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ 2,720 Inspections completed included Permitted Industrial Users, FOG, and Sand/Oil pretreatment systems over the two budget years. ◆ Completed 201 Industrial User compliance sampling events over the two budget years. ◆ All permitted Industries were inspected and their discharge was sampled in accordance with EMWD Source Control standard which exceeds federal requirements. ◆ Plan check staff reviewed 585 new applications over the two budget years. ◆ Received a judgment settlement for \$176,000 from a Liquid Waste Hauler due to an EPA investigation in which Source Control participated. ◆ Completed transition from SPORT to CityView Business Planning program. 	<ul style="list-style-type: none"> ◆ Source Control department will work towards maintaining the District’s compliance by inspecting all business with pretreatment equipment annually and inspecting/sampling all permitted industries according to the division standards throughout this budget period. ◆ Estimate 1,430 Inspections will need to be completed. ◆ Estimate 100 industrial user compliance sampling events. ◆ Estimate plan check will have to review 325 new applications. ◆ Staff has been and will continue to support SAWPA and other agencies with the implementation of improvements to the brine line pretreatment program. 	<ul style="list-style-type: none"> ◆ Estimate over 1,450 Inspections will need to be completed. ◆ Estimate over 105 industrial user compliance sampling events. ◆ Estimate plan check will have to review over 340 new applications. ◆ Start Source Control “Enhanced” Local Limit study for PWR project.

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SOURCE CONTROL - 074800				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	11	11	11	11
WAGES	\$ 907,970	\$ 977,100	\$ 1,047,757	\$ 1,067,391
BENEFITS	481,984	497,900	554,008	596,687
TOTAL WAGES & BENEFITS	\$ 1,389,954	\$ 1,475,000	\$ 1,601,765	\$ 1,664,077
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	778,374	826,000	927,010	957,056
DEPARTMENT DIRECT LABOR	611,580	649,000	674,755	707,021

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 547,047	\$ 649,000	\$ 674,755	\$ 707,021
53000:53999 - DIRECT LABOR	\$ 547,047	\$ 649,000	\$ 674,755	\$ 707,021
54120 - DIRECT MATERIALS	7,809	15,000	19,000	19,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	258	2,200	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	5,635	4,800	4,800	4,800
54140 - INVENTORY MATERIALS	4,616	6,600	6,000	6,000
54446 - TOOLS	4,069	24,000	10,000	10,000
54000:54999 - MATERIALS & SUPPLIES	\$ 22,387	\$ 52,600	\$ 39,800	\$ 39,800
56160 - OUTSIDE SERVICES	634	5,500	10,000	110,000
56177 - REPAIRS-OTHER	2,919	9,000	9,000	9,000
56265 - COMPUTER CONSULTING & PROGRAMMING	-	7,500	2,500	-
56268 - SAFETY CONSULTANTS	-	350	-	-
56434 - TESTS-OUTSIDE LAB	-	500	2,500	500
56000:57000 - OUTSIDE SERVICES	\$ 3,553	\$ 22,850	\$ 24,000	\$ 119,500
57235 - EQUIPMENT RENTAL	93,122	93,200	96,200	99,100
57100:57400 - RENTS & LEASES	\$ 93,122	\$ 93,200	\$ 96,200	\$ 99,100
58121 - CONFERENCE FEES	4,077	4,200	4,500	4,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,418	3,500	2,700	2,700
58163 - DUES & MEMBERSHIP FEES	1,620	4,842	2,500	2,500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 8,115	\$ 12,542	\$ 9,700	\$ 9,700
59084 - DEPT CREDITS-MAPS	-	-	(12,000)	(12,000)
59000:59099 - DEPARTMENT CREDITS	\$ -	\$ -	\$ (12,000)	\$ (12,000)
59170 - OVERHEAD VARIANCE	70,753	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 70,753	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 744,976	\$ 830,192	\$ 832,455	\$ 963,121



MAINTENANCE SERVICES DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Maintenance Services Department is to provide comprehensive and cost-effective support services for the maintenance, repair, and improvement of the District’s water, wastewater, and recycled water systems to optimize system performance and asset life.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <p>No significant changes</p>
<p style="text-align: center;">Roles and Responsibilities</p> <p>Maintenance Services is responsible for a wide range of maintenance activities throughout the District. The activities are divided into five functional areas including: mechanical maintenance, electrical maintenance, water distribution system, facilities maintenance, computerized maintenance and asset management. Maintenance Services manages these activities through the asset management program, which includes preventative maintenance, corrective maintenance, predictive maintenance, improvement work, work order management, and asset performance metrics.</p> <p>Additional information about the roles and responsibilities of each functional area are presented in the budget narratives for each Maintenance Department.</p>	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



MAINTENANCE SERVICES DEPARTMENT

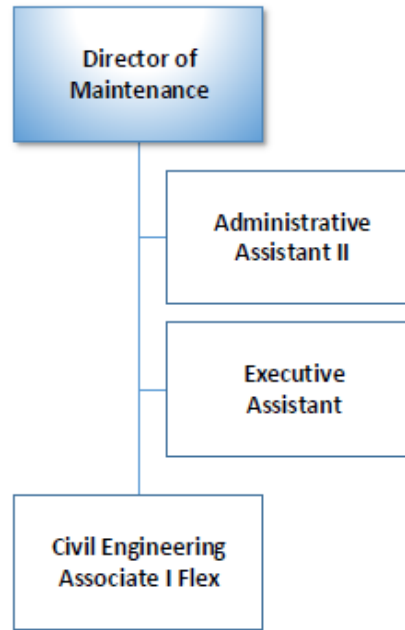
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Completed 96 percent of all required safety training for all Maintenance Divisions throughout the year. ◆ Controlled overtime costs throughout the year within the established budget. ◆ Completed 90 percent or more of all preventative maintenance activities to maximize the life of the District’s assets. ◆ Continued installation of automatic meters at various District tanks and pump stations. ◆ Completed voice radio replacement project. ◆ Installed fire resistant metal roof to the communications buildings at Sky Mesa Repeater. ◆ Installed self-contained fire suppression units at four package plant facilities. 	<ul style="list-style-type: none"> ◆ Implement Fresh Water SCADA upgrade. ◆ Control overtime costs throughout the year within the established budget. ◆ Complete 90 percent or more of all preventative maintenance activities to maximize the life of the District’s assets. ◆ Repair/replacing roofing at 12 District Facility’s. ◆ Design and Install three new communications towers to support the SCADA/Enterprise network backbone. ◆ Develop a scoping document that provides for upgrade & replacement of the Central Plant equipment located at the AC/OMC building complex. 	<ul style="list-style-type: none"> ◆ Install microwave backbone equipment in support of the District’s SCADA & Enterprise communications networks. ◆ Install upgraded Software & Hardware for the District’s SCADA system. ◆ Begin installation of upgraded equipment to the Central Plant equipment located at the AC/OMC building complex.






ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Maintenance Administration
Department 850**



-  Supervisor and Above
-  Proposed New Position
-  Part Time Position

Departmental Staffing	
Full Time Equivalent	4
Headcount	4



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

MAINTENANCE SERVICES - 075000 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	3	3	4	4
WAGES	\$ 364,008	\$ 343,400	\$ 396,216	\$ 409,892
BENEFITS	136,536	167,300	204,431	223,182
TOTAL WAGES & BENEFITS	\$ 500,544	\$ 510,700	\$ 600,647	\$ 633,074
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	500,544	510,700	600,647	633,074

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 616,454	\$ 510,700	\$ 600,647	\$ 633,074
53000:53999 - DIRECT LABOR	\$ 616,454	\$ 510,700	\$ 600,647	\$ 633,074
54120 - DIRECT MATERIALS	807	1,000	3,000	3,500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	1,500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	33	500	-	-
54125 - NEW COMPUTER WORKSTATIONS	248	-	-	-
54140 - INVENTORY MATERIALS	70	500	-	-
54446 - TOOLS	291	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 1,448	\$ 3,500	\$ 3,000	\$ 3,500
56160 - OUTSIDE SERVICES	1,662	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 1,662	\$ -	\$ -	\$ -
57134 - SOFTWARE LICENSE & SUPPORT	4,080	-	-	-
57235 - EQUIPMENT RENTAL	-	-	13,300	13,700
57100:57400 - RENTS & LEASES	\$ 4,080	\$ -	\$ 13,300	\$ 13,700
58121 - CONFERENCE FEES	1,699	-	350	400
58123 - OUTSIDE TECHNICAL TRAINING	1,500	-	-	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,749	1,000	3,000	3,500
58164 - SUBSCRIPTIONS	322	-	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 6,270	\$ 1,000	\$ 3,350	\$ 3,900
59170 - OVERHEAD VARIANCE	(6,915)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (6,915)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 622,999	\$ 515,200	\$ 620,297	\$ 654,174



MECHANICAL SERVICES DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Mechanical Services Department is to provide mechanical service support to protect, extend the life, and ensure high reliability for the District’s water and wastewater assets.</p>	<p>Significant Changes from Prior Budget</p> <p>No significant changes</p>
<p>Roles and Responsibilities</p> <p>The Mechanical Services Department is responsible for the installation, maintenance, repair, and servicing of mechanical equipment and machinery used in the production, treatment, storage, collection, and distribution of potable, recycled, and wastewater systems.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



MECHANICAL SERVICES DEPARTMENT

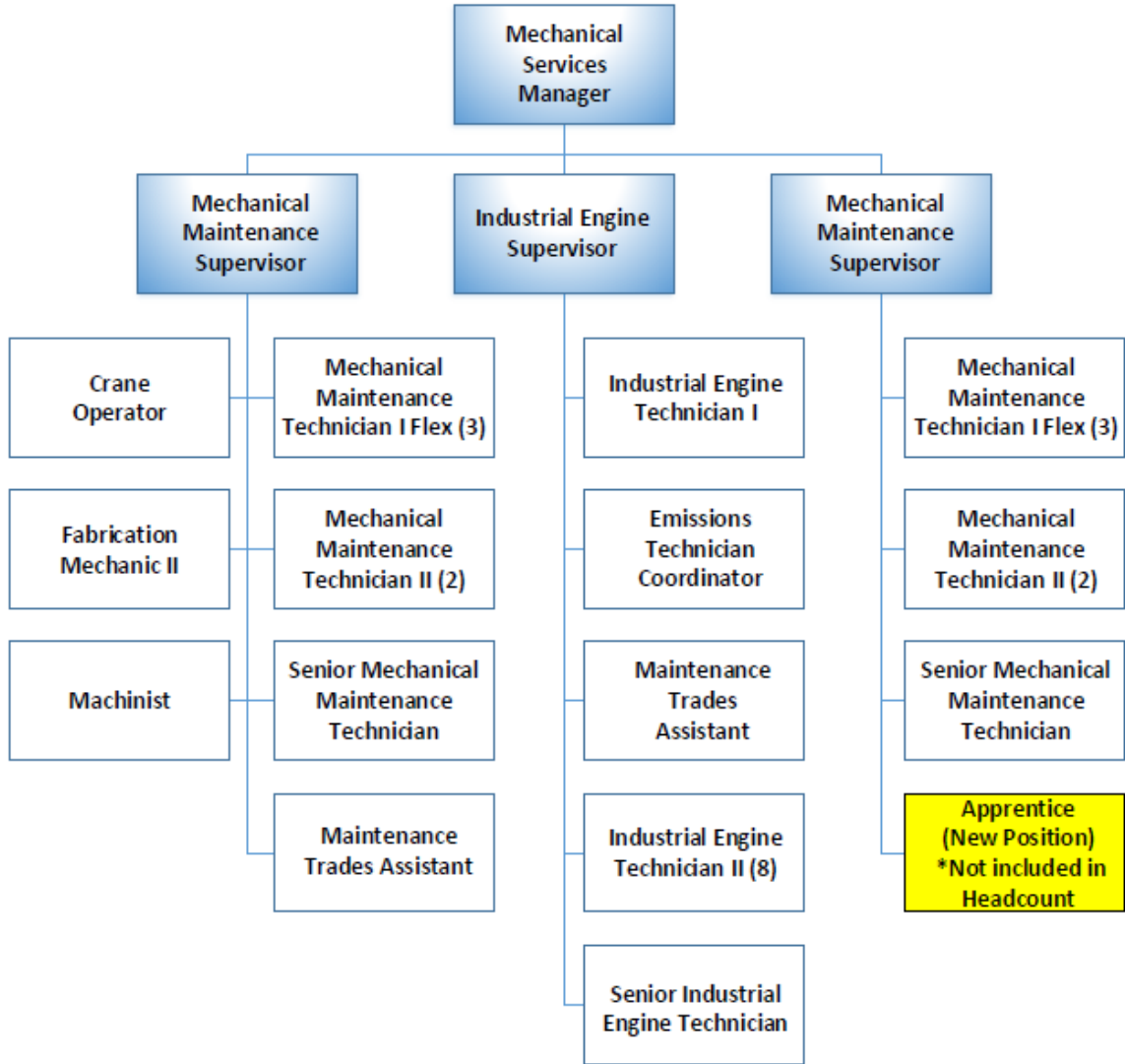
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Completed Well 25, 35, 81, 82, 84 Rehabilitations. ◆ Completed Warren Road pump 2 & 4 Booster Rehabilitation. ◆ Completed Warm Springs Pump 3 Valve Replacement. ◆ Completed Mills Pump 2 Rebuild. ◆ Installed new replacement pumps at Juniper Flats 1 Booster Station. ◆ Installed new replacement pumps at El Centro & Page Ranch Sewage Lift Stations. ◆ Installed new replacement generators at Lake Skinner II & III Sewage Lift Stations. ◆ Completed Well 36 Engine Overhaul. ◆ Completed TEPS 4 Engine Overhaul. ◆ Completed Spare Engine 109 Overhaul. ◆ Completed piping replacement for Sanderson Lift septage pit. ◆ Designed & installed mechanical portion of new chemical injection system, Brosseau Booster. 	<ul style="list-style-type: none"> ◆ Operate within approved overtime budget. ◆ Rehabilitate Wells 55, 76, 83, and 87. ◆ Replace check valves for pumps 1 & 2, Reach 4. ◆ Complete East Holland Booster Rehabilitation Project. ◆ Convert Perris Valley RWRF Generators 2 & 3 to electric start. ◆ Install emergency standby generator, Golden Triangle Sewage Lift Station. ◆ Recoat wet well, Ethanac Sewage Lift Station. ◆ Replace pump elbows, Wrangler Sewage Lift Station. ◆ Rebuild pump 1, Craig Booster. ◆ Rebuild permeate pump 1, Perris Filtration. 	<ul style="list-style-type: none"> ◆ Operate within approved overtime budget. ◆ Rehabilitate Wells 29, 34, 59, 93. ◆ Rebuild raw water pump 2, Perris Desalter. ◆ Rebuild permeate pump 2, Perris Filtration. ◆ Convert Moreno Valley RWRF Generators 1 & 2 to electric start. ◆ Replace check valve for pump 3, Reach 4. ◆ Overhaul Engine 121, spare for TVRWRF TEPS 4. ◆ Overhaul Engine 113, for Mills Pump 2. ◆ Replace catalytic converters, Palomar Booster pumps 1 & 3. ◆ Replace air/fuel ratio controllers, PVRWRF generators 2 & 3.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Mechanical Services
Department 854**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	32
Headcount	32



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

MECHANICAL SERVICES - 074500 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	34	32	32	32
WAGES	\$ 2,609,431	\$ 2,831,900	\$ 2,836,278	\$ 2,893,957
BENEFITS	1,222,900	1,333,300	1,424,448	1,538,378
TOTAL WAGES & BENEFITS	\$ 3,832,331	\$ 4,165,200	\$ 4,260,726	\$ 4,432,335
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 114,970	\$ 124,956	\$ 398,447	\$ 412,010
PLANTS & SERVICE AREAS	2,491,015	2,707,380	2,479,223	2,563,618
DEPARTMENT DIRECT LABOR	1,226,346	1,332,864	1,383,056	1,456,707

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,178,269	\$ 1,282,064	\$ 1,328,502	\$ 1,400,516
53198 - LIGHT DUTY ASSIGNMENT	2,442	-	-	-
53550 - STANDBY LABOR	40,867	50,800	54,554	56,191
53000:53999 - DIRECT LABOR	\$ 1,221,578	\$ 1,332,864	\$ 1,383,056	\$ 1,456,707
54120 - DIRECT MATERIALS	57,401	68,200	69,900	71,600
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,500	1,500	1,500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	1,179	4,500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	32,730	33,000	33,800	34,700
54140 - INVENTORY MATERIALS	39,062	42,000	43,050	44,100
54244 - OIL & LUBRICANTS	2,154	-	8,300	8,500
54344 - EQUIPMENT PARTS-OTHER	459	-	-	-
54446 - TOOLS	39,059	42,000	90,000	40,000
54000:54999 - MATERIALS & SUPPLIES	\$ 172,045	\$ 191,200	\$ 246,550	\$ 200,400
55373 - TELEPHONE	751	-	-	-
55373:55472 - OTHER UTILITIES	\$ 751	\$ -	\$ -	\$ -
56160 - OUTSIDE SERVICES	29,967	36,800	31,500	32,200
56177 - REPAIRS-OTHER	(676)	5,100	5,000	5,000
56181 - REFUSE & WASTE HAULING	8,321	3,200	6,000	6,150
56000:57000 - OUTSIDE SERVICES	\$ 37,612	\$ 45,100	\$ 42,500	\$ 43,350
57134 - SOFTWARE LICENSE & SUPPORT	20	-	13,400	21,100
57235 - EQUIPMENT RENTAL	576,281	613,800	548,300	564,700
57100:57400 - RENTS & LEASES	\$ 576,301	\$ 613,800	\$ 561,700	\$ 585,800
58121 - CONFERENCE FEES	-	500	1,000	1,000
58123 - OUTSIDE TECHNICAL TRAINING	20,525	20,700	22,375	22,846
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	5,727	6,300	8,200	8,400
58163 - DUES & MEMBERSHIP FEES	895	1,000	1,000	1,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 27,147	\$ 28,500	\$ 32,575	\$ 33,246
59170 - OVERHEAD VARIANCE	69,309	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 69,309	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 2,104,743	\$ 2,211,464	\$ 2,266,381	\$ 2,319,503



ELECTRICAL SERVICES DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Electrical Services Department is to provide high quality service while performing a wide variety of skilled and technical duties in the maintenance, repair, improvement, and integration of the District's electrical distribution systems, control systems, SCADA systems, photovoltaic systems, HVAC, microwave systems, fire suppression systems, security systems, and voice radio communication systems.</p>	<p>Significant Changes from Prior Budget</p> <p>There are no significant changes from prior year's budget.</p>
<p>Roles and Responsibilities</p> <p>The Electrical/SCADA Services Department is responsible for the installation, modification, repair, maintenance, design, and support of electrical controls, and SCADA/microwave installations related to the potable water, recycled water, and wastewater systems.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>

ELECTRICAL SERVICES DEPARTMENT

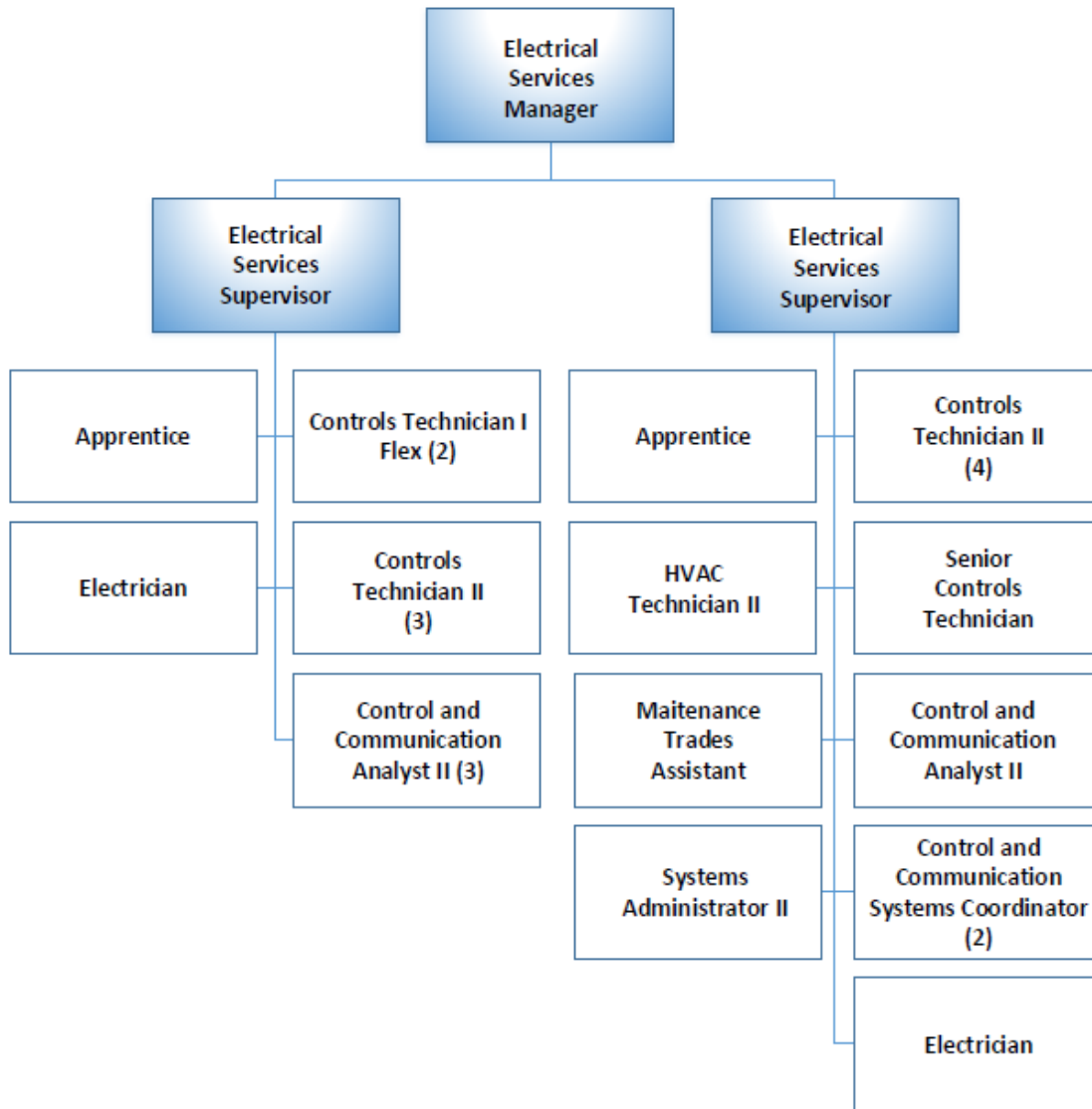
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> • Designed and installed new air conditioning units for the District’s SCADA server room and Integrated Operations Center. • Completed the upgrade & replacement of the District’s Voice radio system. • Completed the installation of a new air-vac monitoring system on the Pala Lift force main. • Installed a fire resistant block wall atop the upslope of the East Holland Repeater. • Installed a fire resistant metal roof to the communications buildings at Sky Mesa Repeater. • Installed self-contained fire suppression units at four package plant facilities. • Replaced the variable frequency drives at the Sanderson Lift, DeAnza Lift & Winchester Ponds Booster facilities. • Established a new repeater site in support of the Voice Radio System at the Elsinore Peak communications facility. • Completed upgrades of the Fire Alarm notification systems at both the PVRWRF & TVRWRF. • Continued support of the District’s Electrical Apprenticeship Program working in conjunction with the Metropolitan Water District of Southern California. 	<ul style="list-style-type: none"> • Design and Install three new communications towers to support the SCADA/Enterprise network backbone. • Develop an Engineering document to plan the replacement of Software and Hardware equipment for the District’s SCADA system. • Develop a scoping document that provides for upgrade & replacement of the Central Plant equipment located at the AC/OMC building complex. • Complete installation of arc flash hazard mitigation measures at various sites. • Install a new Motor Control Center at the Medley Booster Station. 	<ul style="list-style-type: none"> • Install microwave backbone equipment in support of the District’s SCADA & Enterprise communications networks. • Install upgraded Software & Hardware for the District’s SCADA system. • Begin installation of upgraded equipment to the Central Plant equipment located at the AC/OMC building complex.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Electrical Services
Department 855**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	26
Headcount	26



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

ELECTRICAL SERVICES - 075500 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	26	26	26	26
WAGES	\$ 2,123,404	\$ 2,427,600	\$ 2,441,960	\$ 2,479,644
BENEFITS	1,060,380	1,181,700	1,260,777	1,355,254
TOTAL WAGES & BENEFITS	\$ 3,183,784	\$ 3,609,300	\$ 3,702,737	\$ 3,834,898
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 95,514	\$ 108,279	\$ 113,959	\$ 117,404
PLANTS & SERVICE AREAS	2,387,838	2,706,975	2,621,046	2,700,283
DEPARTMENT DIRECT LABOR	700,432	794,046	967,732	1,017,211

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 685,259	\$ 778,146	\$ 950,363	\$ 999,321
53550 - STANDBY LABOR	14,271	15,900	17,369	17,890
53000:53999 - DIRECT LABOR	\$ 699,530	\$ 794,046	\$ 967,732	\$ 1,017,211
54120 - DIRECT MATERIALS	16,873	19,000	19,380	19,768
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	5,000	5,000	5,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	1,074	5,000	5,000	5,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	6,177	10,000	10,200	10,400
54125 - NEW COMPUTER WORKSTATIONS	265	-	-	-
54126 - REPLACEMENT COMPUTER WORKSTATIONS	1,249	-	-	-
54140 - INVENTORY MATERIALS	17,510	10,000	10,200	10,400
54446 - TOOLS	17,080	15,000	18,000	18,000
54000:54999 - MATERIALS & SUPPLIES	\$ 60,228	\$ 64,000	\$ 67,780	\$ 68,568
56160 - OUTSIDE SERVICES	6,462	4,000	4,000	4,000
56162 - REPAIRS-RADIO	-	1,200	1,200	1,200
56177 - REPAIRS-OTHER	62	1,000	1,000	1,000
56000:57000 - OUTSIDE SERVICES	\$ 6,524	\$ 6,200	\$ 6,200	\$ 6,200
57134 - SOFTWARE LICENSE & SUPPORT	65,855	60,000	61,200	62,400
57235 - EQUIPMENT RENTAL	266,724	280,000	235,600	242,700
57100:57400 - RENTS & LEASES	\$ 332,579	\$ 340,000	\$ 296,800	\$ 305,100
58121 - CONFERENCE FEES	-	2,000	2,000	2,000
58122 - TECHNICAL TRAINING EXPENSE	-	5,000	10,000	10,000
58123 - OUTSIDE TECHNICAL TRAINING	-	10,000	35,000	35,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	5,666	4,000	4,000	4,000
58163 - DUES & MEMBERSHIP FEES	1,702	3,000	3,800	3,800
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 7,368	\$ 24,000	\$ 54,800	\$ 54,800
59170 - OVERHEAD VARIANCE	57,004	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 57,004	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,163,233	\$ 1,228,246	\$ 1,393,312	\$ 1,451,879



FIELD SERVICES DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of Field Services is to provide quality, efficient maintenance and repair services that support the EMWD infrastructure in a safe, cost effective, and environmentally responsible manner.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> • Overtime - Overtime often is out of our direct control because we have to react to problems as they occur. We also have many projects that must be completed after hours so that businesses are not being shut down or a large number of customers are not out of water while repairs are made. • Respond to all leaks within 48 hours, 24 if they are an emergency • Fire Hydrants must be repaired within three days. • Maintaining of the IRRP and Grant Ave recharge ponds.
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Field Services Department is responsible for the repair of EMWD’s water and recycled water pipeline distribution systems.</p>	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



FIELD SERVICES DEPARTMENT

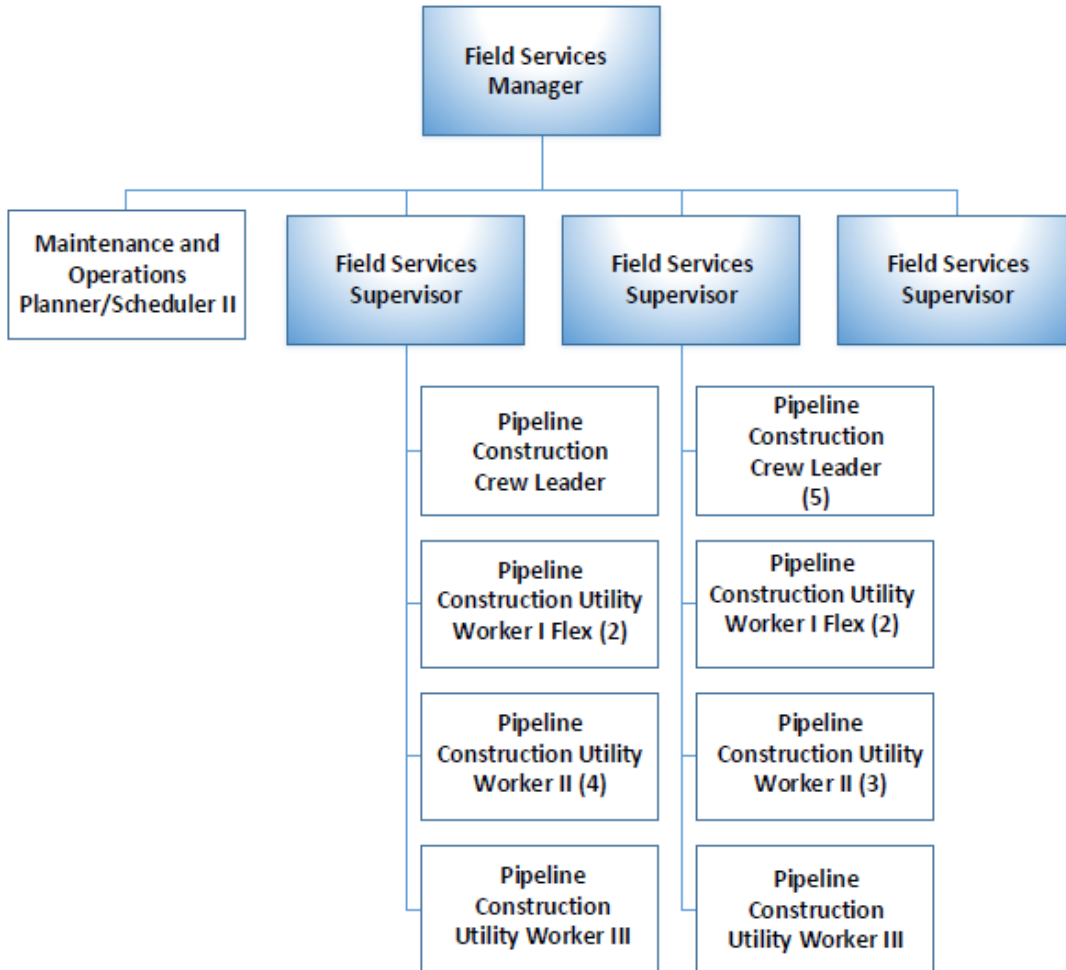
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Maintained 272 sites, including new sites; EMWD hasn't been out of compliance in any city in which we own vacant property. ◆ Formed 2-man crew for quick response to maintain fire hydrants. ◆ Worked on Meter replacement project with the Meters Department throughout the District. ◆ Replaced 14 valves in Moreno Valley and 7 valves in Hemet. ◆ Worked with Recycle program to take customers off of fresh water and install them onto the recycled side. 	<ul style="list-style-type: none"> ◆ Control overtime by using it for emergency repairs only. ◆ Consistently stay within our budget guidelines. ◆ Support meter replacement project working with Meter Department. ◆ Support Engineering with their "fresh to reclaimed" meter change outs program. ◆ Safety Training for 95% completion or above. ◆ Continue to keep leaks and leak repair on the forefront of importance. ◆ Repair hit or damaged fire hydrants within three days. ◆ Maintain the IRRP and Grant Ave ponds to achieve maximum percolation. 	<ul style="list-style-type: none"> ◆ Control overtime by using it for emergency repairs only. ◆ Consistently stay within our budget guidelines. ◆ Support meter replacement project working with Meter Department. ◆ Support Engineering with their "fresh to reclaimed" meter change outs program. ◆ Safety Training for 95% completion or above. ◆ Continue to keep leaks and leak repair on the forefront of importance. ◆ Repair hit or damaged fire hydrants within three days. ◆ Maintain the IRRP and Grant Ave ponds to achieve maximum percolation.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Field Services Construction
Department 856**



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	24
Headcount	24



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

FIELD SERVICES CONSTRUCTION - 075300				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	22	22	24	24
WAGES	\$ 1,699,141	\$ 1,899,800	\$ 2,109,112	\$ 2,131,779
BENEFITS	846,016	884,400	1,042,757	1,115,386
TOTAL WAGES & BENEFITS	\$ 2,545,157	\$ 2,784,200	\$ 3,151,869	\$ 3,247,165
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 279,967	\$ 306,262	\$ 384,328	\$ 395,537
PLANTS & SERVICE AREAS	1,552,546	1,698,362	1,985,696	2,043,608
DEPARTMENT DIRECT LABOR	712,644	779,576	781,845	808,019

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 577,131	\$ 801,052	\$ 730,848	\$ 755,492
53198 - LIGHT DUTY ASSIGNMENT	17,162	20,000	20,000	20,000
53550 - STANDBY LABOR	42,992	45,700	50,997	52,527
53000:53999 - DIRECT LABOR	\$ 637,284	\$ 866,752	\$ 801,845	\$ 828,019
54120 - DIRECT MATERIALS	6,667	5,100	5,000	5,200
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	1,001	-	7,000	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	31,758	24,000	24,500	25,000
54140 - INVENTORY MATERIALS	18,406	18,000	18,360	18,360
54446 - TOOLS	29,819	32,000	32,640	33,300
54000:54999 - MATERIALS & SUPPLIES	\$ 87,651	\$ 79,100	\$ 87,500	\$ 81,860
56160 - OUTSIDE SERVICES	3,331	2,500	2,550	2,600
56161 - TEMPORARY SERVICES	-	10,000	-	-
56177 - REPAIRS-OTHER	5,402	1,000	10,000	10,200
56000:57000 - OUTSIDE SERVICES	\$ 8,732	\$ 13,500	\$ 12,550	\$ 12,800
57130 - OUTSIDE EQUIPMENT	10	-	-	-
57134 - SOFTWARE LICENSE & SUPPORT	60	-	-	-
57235 - EQUIPMENT RENTAL	152,470	154,000	164,100	169,000
57100:57400 - RENTS & LEASES	\$ 152,540	\$ 154,000	\$ 164,100	\$ 169,000
58163 - DUES & MEMBERSHIP FEES	-	-	500	500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ -	\$ -	\$ 500	\$ 500
59170 - OVERHEAD VARIANCE	61,356	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 61,356	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 947,564	\$ 1,113,352	\$ 1,066,495	\$ 1,092,179



ASSETS AND FACILITIES MANAGEMENT DEPARTMENT

<p>Mission Statement</p> <p>The mission of the Assets and Facilities Department is to provide comprehensive and cost effective support services for the maintenance, repair, and improvement of the District’s facilities, and to optimize asset life.</p>	<p>Significant Changes from Prior Budget</p> <p>There are no significant changes from prior year’s budget.</p>
<p>Roles and Responsibilities</p> <p>The Assets and Facilities Services Department is divided into two functional groups, Facilities Maintenance and Assets Management. Facilities Maintenance is responsible for a wide range of maintenance activities including the maintenance and repair of the District’s buildings and grounds and water storage tanks. The Asset Management team maintains the District’s computerized maintenance management system (CMMS), which includes facility upgrade improvements, preventative maintenance, corrective maintenance, predictive maintenance, work order management, and asset performance metrics.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



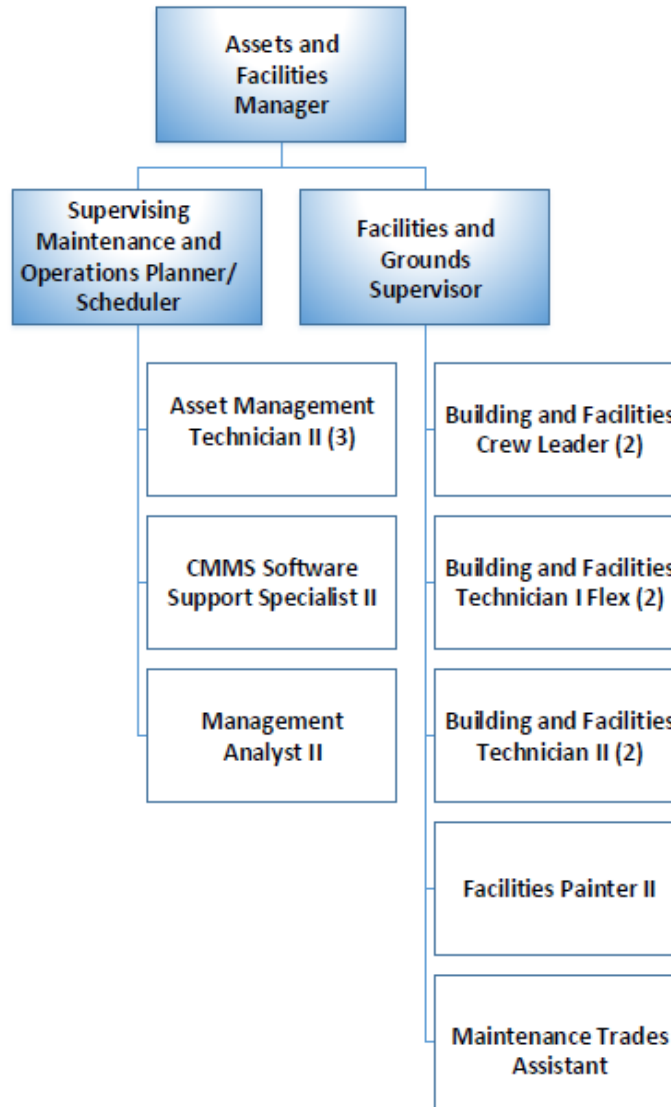
ASSETS AND FACILITIES MANAGEMENT DEPARTMENT




<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Renovated the TVRWRF Maintenance Offices to create a new Water Testing Facility. ◆ Renovated the TVRWRF Main control building. ◆ Remodeled the Integrated Operations Center. ◆ Installed a new restroom facility at WJRWF Wetlands Facility. ◆ Replaced Skylights at PVRWRF and MVRWRF Dewatering Buildings. ◆ Completed Paving and Stucco repair work at TVRWRF and PVRWRF. ◆ Painted several office spaces and conference rooms to meet the District aesthetics standards. ◆ Facilities Services crews continue to complete ADA projects at the AC/OMC. ◆ Completed painting of potable water storage tanks at Broderson 1, Broderson 2, Riperton, Ditch Village, and Winchester Ranch. ◆ Replaced 13,000 feet of fencing at Skiland. ◆ Developed a method for performing facilities assessments to proactively address facility conditions and plan for corrective actions. ◆ Completed MAXIMO 7.6 upgrade project. 	<ul style="list-style-type: none"> ◆ Keep Preventative Maintenance success above 90%. ◆ Safety training compliance at 95% or higher. ◆ Develop and implement Mobile application for Maximo. ◆ Continue to address and rectify data inconsistencies in Maximo. ◆ Consistently stay within budget guidelines. ◆ Continually improve facility aesthetics to promote a better public image. ◆ Replace roofing on 10 buildings throughout the district. ◆ Complete external recoating of 5 district potable water tanks. ◆ Renovate PVRWRF Main Office. 	<ul style="list-style-type: none"> ◆ Keep Preventative Maintenance success above 90%. ◆ Safety training compliance at 95% or higher. ◆ Continue to address and rectify data inconsistencies in Maximo. ◆ Consistently stay within budget guidelines. ◆ Continually improve facility aesthetics to promote a better public image. ◆ Replace roofing on 10 buildings throughout the district. ◆ Complete external recoating of 5 district potable water tanks. ◆ Renovate PVRWRF Main Office. ◆ Replace Brine Tank Foundations at Perris Desalter and Perris Water Filtration plants.



Organization Chart and Department (Financial) Summary

**Asset and Facilities Management
Department 857**



-  Supervisor and Above
-  Proposed New Position
-  Part Time Position

Departmental Staffing	
Full Time Equivalent	16
Headcount	16



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

ASSET & FACILITIES MANAGEMENT - 075700				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	18	16	16	16
WAGES	\$ 1,177,121	\$ 1,356,000	\$ 1,361,384	\$ 1,390,326
BENEFITS	639,572	667,600	708,310	765,101
TOTAL WAGES & BENEFITS	\$ 1,816,693	\$ 2,023,600	\$ 2,069,694	\$ 2,155,427
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 72,668	\$ 80,944	\$ 124,182	\$ 129,326
PLANTS & SERVICE AREAS	763,011	849,912	745,090	775,954
DEPARTMENT DIRECT LABOR	981,014	1,092,744	1,200,423	1,250,148

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 962,571	\$ 1,092,744	\$ 1,200,011	\$ 1,249,724
53151 - ENGINEERING LABOR	3,651	-	-	-
53550 - STANDBY LABOR	-	-	411	424
53000:53999 - DIRECT LABOR	\$ 966,221	\$ 1,092,744	\$ 1,200,422	\$ 1,250,148
54120 - DIRECT MATERIALS	3,268	1,600	1,000	1,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	250	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	358	2,200	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	3,721	3,500	3,500	3,600
54125 - NEW COMPUTER WORKSTATIONS	247	-	-	-
54126 - REPLACEMENT COMPUTER WORKSTATIONS	496	-	-	-
54140 - INVENTORY MATERIALS	7,058	5,300	5,300	5,500
54446 - TOOLS	7,436	5,700	6,000	7,500
54000:54999 - MATERIALS & SUPPLIES	\$ 22,583	\$ 18,550	\$ 15,800	\$ 17,600
56160 - OUTSIDE SERVICES	725	1,500	1,500	1,500
56265 - COMPUTER CONSULTING & PROGRAMMING	5,995	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 6,720	\$ 1,500	\$ 1,500	\$ 1,500
57134 - SOFTWARE LICENSE & SUPPORT	256	-	-	-
57235 - EQUIPMENT RENTAL	179,061	173,000	198,500	204,500
57100:57400 - RENTS & LEASES	\$ 179,317	\$ 173,000	\$ 198,500	\$ 204,500
58121 - CONFERENCE FEES	-	-	3,500	3,700
58122 - TECHNICAL TRAINING EXPENSE	-	-	4,000	6,000
58123 - OUTSIDE TECHNICAL TRAINING	-	-	4,000	6,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	110	-	2,500	2,600
58163 - DUES & MEMBERSHIP FEES	-	-	100	100
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 110	\$ -	\$ 14,100	\$ 18,400
59170 - OVERHEAD VARIANCE	95,124	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 95,124	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,270,075	\$ 1,285,794	\$ 1,430,322	\$ 1,492,148



WATER OPERATIONS DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Water Operations Department is to provide safe and reliable water services in an efficient and responsible manner.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> ◆ Continuation of consultant services to perform work load related to the Cross-Connection Program. ◆ Anticipated three percent increase in the cost of purchased energy compared to fiscal year 2018/19. ◆ Availability of State Water Project (SWP) for recharge of local groundwater aquifers, and for operation of the District’s two water filtration plants.
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Water Operations Department is comprised of five groups: Water Operations Administration; Integrated Operations Center and Support Services; Water Production, Water Distribution; and Recycled Water Operations. Combined, they are responsible for the treatment and delivery of potable water, the operation of two brackish groundwater desalination plants, the distribution and delivery of recycled water, and the operation of the District’s brine disposal pipeline.</p>	<p style="text-align: center;">Position Changes</p> <p>There is one new Potable Water Treatment Operator position requested to be filled in the fourth quarter of FY2020-2021 in anticipation of commissioning the new Perris II Desalter.</p>



WATER OPERATIONS DEPARTMENT

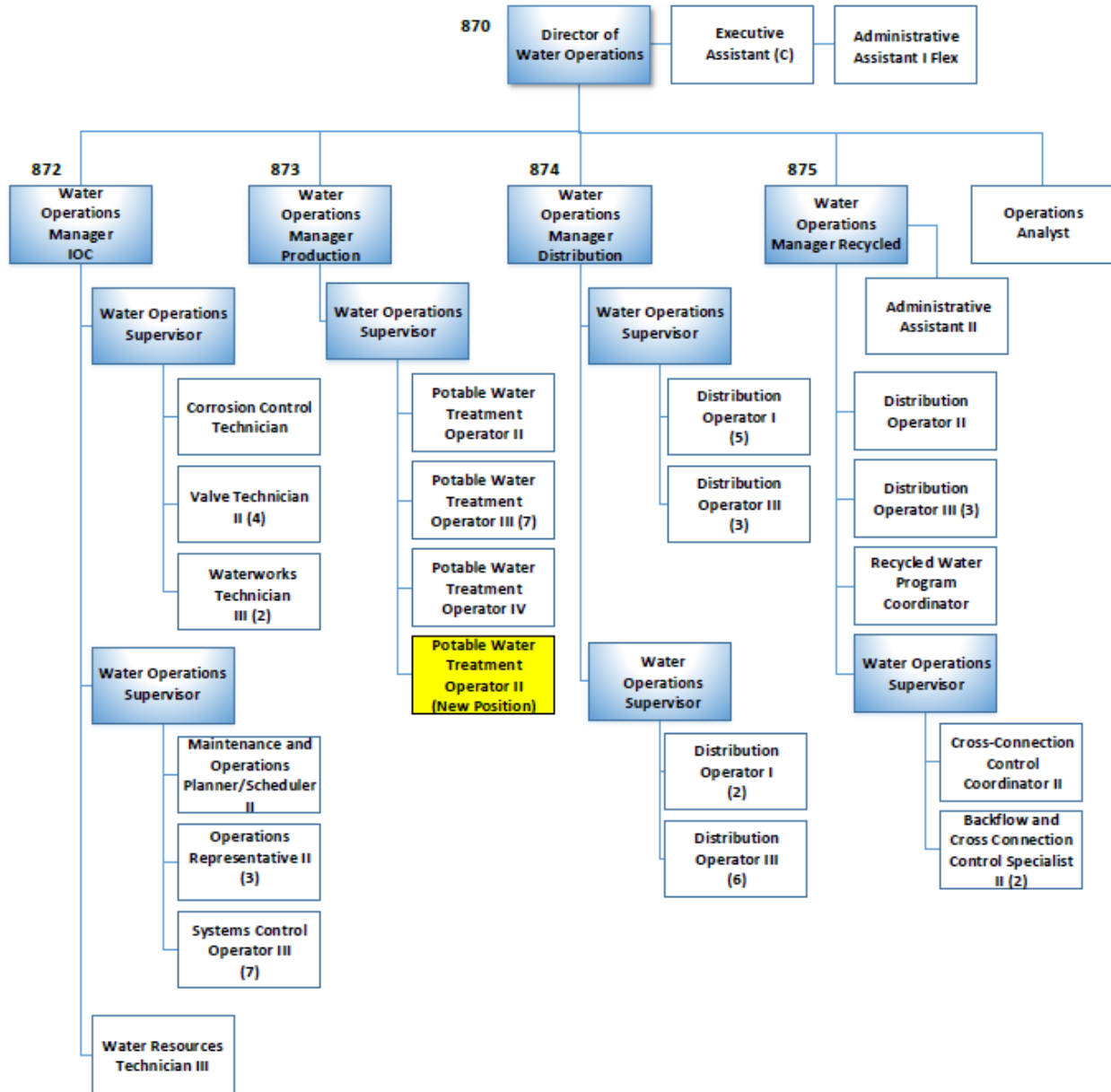
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Startup and operation of several new water pump stations: <ul style="list-style-type: none"> ➢ Perris/Elder ➢ Redlands/Hemlock ➢ Daily 2 Hydro ➢ Post Rd Hydro ◆ Paradise Meadows Tank commissioned to meet demands in the 1627 south zone. ◆ Exercised 10,000 valves in the District’s distribution system. ◆ Successful execution of a two-year Recycled Water Demand Management program for the distribution of the District’s limited recycled water supply. ◆ Advancement of a demonstration scale brine concentration project using Desalitech’s Close Circuit Reverse Osmosis (CCRO) Technology. ◆ Replaced membranes at Perris Water Filtration Plant (PWFP), Hemet Water Filtration Plant (HWFP), and Menifee/Perris Desalters. ◆ Assessed cathodic protection systems on several major pipelines throughout the District. ◆ Completed evaluation of the Derceto™ Energy Management Program. 	<ul style="list-style-type: none"> ◆ Increase production of local water resources to maximize the District’s water supply portfolio. ◆ Assess condition of the Brine Line and develop appropriate Maintenance Program. ◆ Maximize recharge in the Hemet/San Jacinto Valley. ◆ Complete testing of the demonstration scale brine concentration project (Desalitech). ◆ Startup and operation of several new water pump stations. 	<ul style="list-style-type: none"> ◆ Increase production of local water resources to maximize the District’s water supply portfolio. ◆ Rebuild and exercise numerous pressure and flow control valves throughout the District. ◆ Complete commissioning and start operation of the new Perris II Desalter.



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

Water Operations Departments 870, 872, 873, 874, and 875



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing - Combined	
Full Time Equivalent	67
Headcount	67
FY 20/21 +1 Position Revised Headcount/FTE	68



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER OPERATIONS-IOC - 074100 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	22	21	22	22
WAGES	\$ 1,912,573	\$ 1,923,500	\$ 2,030,597	\$ 2,090,366
BENEFITS	904,247	928,100	1,040,949	1,131,147
TOTAL WAGES & BENEFITS	\$ 2,816,820	\$ 2,851,600	\$ 3,071,546	\$ 3,221,513
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ 30,845	\$ 32,182
PLANTS & SERVICE AREAS	760,541	769,932	740,278	772,379
DEPARTMENT DIRECT LABOR	2,056,279	2,081,668	2,300,423	2,416,952

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 1,935,312	\$ 2,202,687	\$ 2,300,423	\$ 2,416,952
53550 - STANDBY LABOR	11,183	11,600	13,203	13,599
53000:53999 - DIRECT LABOR	\$ 1,946,496	\$ 2,214,287	\$ 2,313,626	\$ 2,430,551
54120 - DIRECT MATERIALS	532	500	600	700
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,500	1,000	1,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	689	1,500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	3,024	4,000	4,000	4,000
54140 - INVENTORY MATERIALS	4,579	2,500	4,000	4,000
54446 - TOOLS	815	3,000	2,500	2,500
54000:54999 - MATERIALS & SUPPLIES	\$ 9,638	\$ 13,000	\$ 12,100	\$ 12,200
56160 - OUTSIDE SERVICES	887	1,000	1,000	1,000
56265 - COMPUTER CONSULTING & PROGRAMMING	-	2,000	1,000	1,000
56000:57000 - OUTSIDE SERVICES	\$ 887	\$ 3,000	\$ 2,000	\$ 2,000
57235 - EQUIPMENT RENTAL	37,739	38,000	59,300	61,100
57100:57400 - RENTS & LEASES	\$ 37,739	\$ 38,000	\$ 59,300	\$ 61,100
58121 - CONFERENCE FEES	-	1,000	1,000	1,000
58122 - TECHNICAL TRAINING EXPENSE	-	3,000	1,000	1,000
58123 - OUTSIDE TECHNICAL TRAINING	-	3,000	2,000	2,000
58124 - SAFETY TRAINING	-	-	1,000	1,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,214	2,500	3,000	3,000
58164 - SUBSCRIPTIONS	-	-	250	250
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 2,214	\$ 9,500	\$ 8,250	\$ 8,250
59170 - OVERHEAD VARIANCE	(28,668)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (28,668)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,968,305	\$ 2,277,787	\$ 2,395,276	\$ 2,514,101



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER OPERATIONS ADMINISTRATION - 074300				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	2	3	4	4
WAGES	\$ 318,331	\$ 323,600	\$ 421,302	\$ 435,642
BENEFITS	155,049	160,800	222,971	243,177
TOTAL WAGES & BENEFITS	\$ 473,380	\$ 484,400	\$ 644,273	\$ 678,819
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	473,380	484,400	644,273	678,819

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 470,576	\$ 484,400	\$ 644,273	\$ 678,819
53000:53999 - DIRECT LABOR	\$ 470,576	\$ 484,400	\$ 644,273	\$ 678,819
54120 - DIRECT MATERIALS	828	400	500	500
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	284	500	400	400
54124 - SAFETY SUPPLIES & SAFETY TOOLS	-	400	450	450
54125 - NEW COMPUTER WORKSTATIONS	248	-	-	-
54140 - INVENTORY MATERIALS	129	200	250	250
54446 - TOOLS	-	200	200	200
54000:54999 - MATERIALS & SUPPLIES	\$ 1,489	\$ 1,700	\$ 1,800	\$ 1,800
57235 - EQUIPMENT RENTAL	8,676	8,700	13,300	13,700
57100:57400 - RENTS & LEASES	\$ 8,676	\$ 8,700	\$ 13,300	\$ 13,700
58121 - CONFERENCE FEES	-	3,500	2,000	2,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	6,275	3,500	3,000	3,000
58163 - DUES & MEMBERSHIP FEES	-	1,200	1,000	1,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 6,275	\$ 8,200	\$ 6,000	\$ 6,000
59170 - OVERHEAD VARIANCE	6,713	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 6,713	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 493,728	\$ 503,000	\$ 665,373	\$ 700,319



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER OPERATIONS-PRODUCTION - 074400				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	11	12	12	13
WAGES	\$ 1,039,917	\$ 1,143,500	\$ 1,158,971	\$ 1,232,449
BENEFITS	454,716	546,000	593,228	632,986
TOTAL WAGES & BENEFITS	\$ 1,494,633	\$ 1,689,500	\$ 1,752,200	\$ 1,865,435
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	1,315,277	1,486,760	1,542,040	1,641,837
DEPARTMENT DIRECT LABOR	179,356	202,740	210,160	223,598

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 189,107	\$ 202,740	\$ 210,160	\$ 223,598
53550 - STANDBY LABOR	33	-	-	-
53000:53999 - DIRECT LABOR	\$ 189,140	\$ 202,740	\$ 210,160	\$ 223,598
54120 - DIRECT MATERIALS	3,946	3,000	3,000	4,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	1,413	-	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	1,688	2,000	2,500	2,500
54140 - INVENTORY MATERIALS	1,252	2,000	2,000	2,500
54446 - TOOLS	44	1,000	1,000	1,000
54000:54999 - MATERIALS & SUPPLIES	\$ 8,342	\$ 8,000	\$ 8,500	\$ 10,000
56160 - OUTSIDE SERVICES	-	1,500	1,500	1,500
56000:57000 - OUTSIDE SERVICES	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
57235 - EQUIPMENT RENTAL	65,803	135,000	61,600	63,400
57100:57400 - RENTS & LEASES	\$ 65,803	\$ 135,000	\$ 61,600	\$ 63,400
58121 - CONFERENCE FEES	-	2,500	3,000	3,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,873	3,500	4,000	4,000
58163 - DUES & MEMBERSHIP FEES	-	500	500	500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 2,873	\$ 6,500	\$ 7,500	\$ 7,500
59170 - OVERHEAD VARIANCE	(30,517)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (30,517)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 235,640	\$ 353,740	\$ 289,260	\$ 305,998



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER OPERATIONS-DISTRIBUTION - 074401				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	17	19	19	19
WAGES	\$ 1,612,290	\$ 1,683,500	\$ 1,780,830	\$ 1,791,376
BENEFITS	707,956	773,300	869,683	928,069
TOTAL WAGES & BENEFITS	\$ 2,320,247	\$ 2,456,800	\$ 2,650,513	\$ 2,719,445
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	2,088,222	2,211,120	2,396,189	2,448,401
DEPARTMENT DIRECT LABOR	232,025	245,680	254,324	271,044

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 192,632	\$ 191,780	\$ 198,112	\$ 213,145
53198 - LIGHT DUTY ASSIGNMENT	2,082	-	-	-
53550 - STANDBY LABOR	48,751	53,900	56,212	57,899
53000:53999 - DIRECT LABOR	\$ 243,464	\$ 245,680	\$ 254,324	\$ 271,044
54120 - DIRECT MATERIALS	7,288	10,000	10,000	10,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	440	1,000	1,000	1,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	567	1,000	1,000	1,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	13,176	12,000	12,000	12,000
54140 - INVENTORY MATERIALS	13,025	10,000	10,000	10,000
54445 - TOOLS-ADDITIONAL	-	-	6,000	6,000
54446 - TOOLS	11,363	5,000	5,000	5,000
54000:54999 - MATERIALS & SUPPLIES	\$ 45,859	\$ 39,000	\$ 45,000	\$ 45,000
56160 - OUTSIDE SERVICES	2,077	2,000	2,000	2,000
56560 - POSTAGE	-	20	-	-
56000:57000 - OUTSIDE SERVICES	\$ 2,077	\$ 2,020	\$ 2,000	\$ 2,000
57235 - EQUIPMENT RENTAL	255,970	293,000	304,900	314,000
57100:57400 - RENTS & LEASES	\$ 255,970	\$ 293,000	\$ 304,900	\$ 314,000
58121 - CONFERENCE FEES	-	1,400	1,400	1,400
58123 - OUTSIDE TECHNICAL TRAINING	-	1,500	1,500	1,500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,101	2,000	2,000	2,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 2,101	\$ 4,900	\$ 4,900	\$ 4,900
59170 - OVERHEAD VARIANCE	(63,291)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (63,291)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	486,180	584,600	611,124	636,944

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

RECYCLED WATER OPERATIONS - 075400				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	11	11	11	11
WAGES	\$ 904,084	\$ 967,200	\$ 1,024,088	\$ 1,040,946
BENEFITS	412,680	458,000	524,317	563,394
TOTAL WAGES & BENEFITS	\$ 1,316,764	\$ 1,425,200	\$ 1,548,405	\$ 1,604,340
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ 16,142	\$ 16,615
PLANTS & SERVICE AREAS	829,562	897,876	984,692	1,013,541
DEPARTMENT DIRECT LABOR	487,203	527,324	547,571	574,183

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 447,699	\$ 514,124	\$ 532,752	\$ 558,920
53550 - STANDBY LABOR	15,231	13,200	14,819	15,263
53000:53999 - DIRECT LABOR	\$ 462,929	\$ 527,324	\$ 547,571	\$ 574,183
54120 - DIRECT MATERIALS	4,190	1,000	5,000	5,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,000	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	1,295	1,200	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	3,313	3,200	3,200	3,200
54140 - INVENTORY MATERIALS	10,824	4,000	5,000	5,000
54446 - TOOLS	7,654	11,000	12,000	12,000
54000:54999 - MATERIALS & SUPPLIES	\$ 27,276	\$ 21,400	\$ 25,200	\$ 25,200
55373 - TELEPHONE	(751)	-	-	-
55373:55472 - OTHER UTILITIES	\$ (751)	\$ -	\$ -	\$ -
56160 - OUTSIDE SERVICES	2,261	2,000	2,000	2,000
56161 - TEMPORARY SERVICES	8,284	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 10,545	\$ 2,000	\$ 2,000	\$ 2,000
57134 - SOFTWARE LICENSE & SUPPORT	387	-	-	-
57235 - EQUIPMENT RENTAL	112,863	115,000	110,500	113,800
57100:57400 - RENTS & LEASES	\$ 113,250	\$ 115,000	\$ 110,500	\$ 113,800
58121 - CONFERENCE FEES	-	1,000	1,000	1,000
58122 - TECHNICAL TRAINING EXPENSE	-	1,000	1,000	1,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	945	2,500	2,500	2,500
58163 - DUES & MEMBERSHIP FEES	1,245	1,000	1,200	1,200
58164 - SUBSCRIPTIONS	-	500	-	-
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 2,190	\$ 6,000	\$ 5,700	\$ 5,700
59170 - OVERHEAD VARIANCE	11,853	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 11,853	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 627,292	\$ 671,724	\$ 690,971	\$ 720,883



WATER RECLAMATION DEPARTMENT

<p style="text-align: center;">Mission Statement</p> <p>The mission of the Water Reclamation Department is to provide safe, reliable and cost effective treatment of wastewater resulting in high quality tertiary recycled water for maximum beneficial reuse.</p>	<p style="text-align: center;">Significant Changes from Prior Budget</p> <ul style="list-style-type: none"> ◆ Chemical costs for polymer, ferric chloride and sodium hypochlorite are projected to increase substantially. ◆ The startup of the 23 MGD expansion project and the blower electrification project at the Temecula Valley Regional Water Reclamation Facility will increase the electrical budget.
<p style="text-align: center;">Roles and Responsibilities</p> <p>The Water Reclamation Department is responsible for the daily operation of four regional water reclamation facilities (i.e. wastewater treatment plants) serving the communities of Hemet, San Jacinto, Moreno Valley, Menifee, Perris, Sun City, Murrieta, and Temecula. Annually, the four plants treat approximately 15.9 billion gallons of wastewater which yields approximately 49,000 acre-feet of tertiary recycled water available for sale to municipal, industrial, and agricultural customers for beneficial reuse.</p>	<p style="text-align: center;">Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



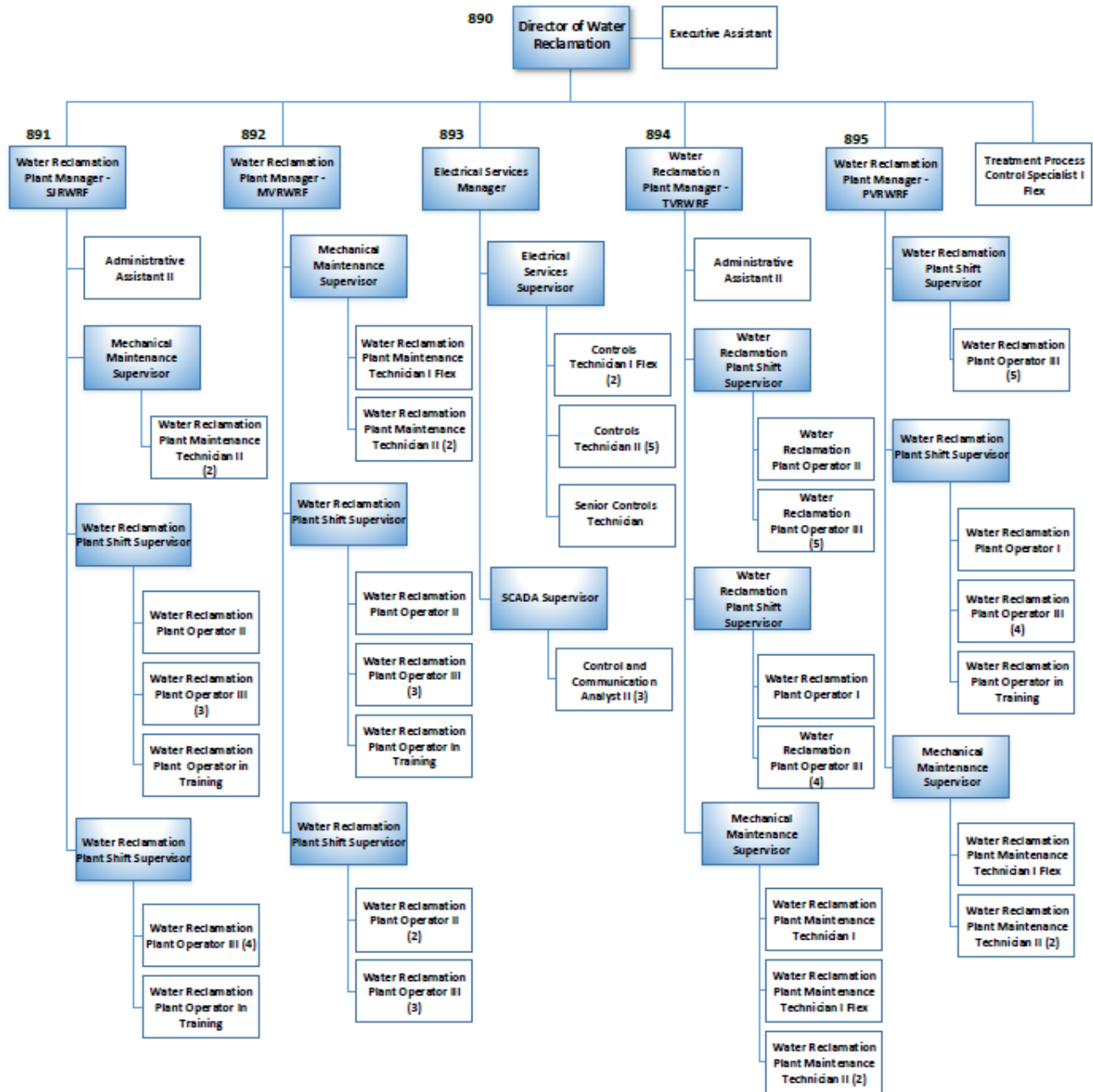
WATER RECLAMATION DEPARTMENT

<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Reduced overtime expense by approximately 36 percent. ◆ Completed start-up of the 23 MGD Expansion Project at Temecula Valley Regional Water Reclamation Facility. ◆ Completed the conversion of all four treatment facilities disinfection process to sodium hypochlorite. ◆ Decommissioned all four facilities gaseous chlorine systems. ◆ Completed the PLC upgrade at San Jacinto Valley Regional Water Reclamation Facility. ◆ Completed the 12 kV distribution system controls upgrade at San Jacinto, Moreno Valley and Perris facilities. ◆ Completed bio-filter media replacements at the San Jacinto and Temecula facilities. ◆ Reduced District wide effluent Total Inorganic Nitrogen by approximately 40 percent. 	<ul style="list-style-type: none"> ◆ Perform condition assessments of major process units at all treatment facilities. ◆ Implement a new operations database for process control and monitoring. ◆ Implement a new SCADA alarm system allowing direct call out of operations staff. 	<ul style="list-style-type: none"> ◆ Using data from completed condition assessments, develop capital projects to maintain facilities. ◆ Develop a long term schedule for routine maintenance of process units at all facilities. ◆ Commission the blower electrification project at the Temecula facility. ◆ Commission the centrate equalization project at the San Jacinto facility.



Organization Chart and Department (Financial) Summary

Water Reclamation
Departments 890, 891, 892, 893, 894, and 895



- Supervisor and Above
- Proposed New Position
- Part Time Position

Departmental Staffing	
Full Time Equivalent	89
Headcount	89
3 positions will have a temporary overlap due to projected retirements	



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WATER RECLAMATION ADMINISTRATION - 075800				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	2	3	3	3
WAGES	\$ 279,631	\$ 329,300	\$ 331,360	\$ 339,700
BENEFITS	122,815	157,400	175,095	189,448
TOTAL WAGES & BENEFITS	\$ 402,446	\$ 486,700	\$ 506,454	\$ 529,148
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	-	-	-	-
DEPARTMENT DIRECT LABOR	402,446	486,700	506,454	529,148

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 392,775	\$ 486,700	\$ 506,454	\$ 529,148
53199 - LABOR-STUDENTS	42,561	-	-	-
53000:53999 - DIRECT LABOR	\$ 435,336	\$ 486,700	\$ 506,454	\$ 529,148
54120 - DIRECT MATERIALS	4,454	1,000	1,000	1,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	700	-	-
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	69	3,000	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	361	500	1,500	1,500
54140 - INVENTORY MATERIALS	(776)	6,000	3,500	3,500
54446 - TOOLS	9,457	10,000	5,000	5,000
54000:54999 - MATERIALS & SUPPLIES	\$ 13,564	\$ 21,200	\$ 11,000	\$ 11,000
56160 - OUTSIDE SERVICES	386	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 386	\$ -	\$ -	\$ -
58121 - CONFERENCE FEES	215	2,000	2,500	2,500
58122 - TECHNICAL TRAINING EXPENSE	-	-	30,000	30,000
58123 - OUTSIDE TECHNICAL TRAINING	499	1,000	750	750
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	4,960	5,000	10,000	10,000
58163 - DUES & MEMBERSHIP FEES	1,235	1,000	1,000	1,000
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 6,910	\$ 9,000	\$ 44,250	\$ 44,250
59170 - OVERHEAD VARIANCE	(30,142)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (30,142)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 426,053	\$ 516,900	\$ 561,704	\$ 584,398



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

SJVRWRF PLANT - 079100				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	15	17	17	17
WAGES	\$ 1,453,185	\$ 1,601,075	\$ 1,777,169	\$ 1,804,700
BENEFITS	666,352	773,600	913,053	980,985
TOTAL WAGES & BENEFITS	\$ 2,119,536	\$ 2,374,675	\$ 2,690,222	\$ 2,785,685
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	2,119,536	2,374,675	2,690,222	2,785,685
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
53550 - STANDBY LABOR	\$ 3,166	\$ -	\$ -	\$ -
53000:53999 - DIRECT LABOR	\$ 3,166	\$ -	\$ -	\$ -
54120 - DIRECT MATERIALS	392	1,000	1,000	1,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	500	2,830	1,590
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	687	3,000	2,975	2,975
54140 - INVENTORY MATERIALS	-	500	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 1,080	\$ 5,500	\$ 6,805	\$ 5,565
56160 - OUTSIDE SERVICES	1,266	3,300	-	-
56000:57000 - OUTSIDE SERVICES	\$ 1,266	\$ 3,300	\$ -	\$ -
57235 - EQUIPMENT RENTAL	133	1,500	-	-
57100:57400 - RENTS & LEASES	\$ 133	\$ 1,500	\$ -	\$ -
58121 - CONFERENCE FEES	-	500	2,100	2,500
58122 - TECHNICAL TRAINING EXPENSE	-	2,500	-	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	75	1,500	2,655	2,655
58163 - DUES & MEMBERSHIP FEES	-	200	1,585	3,960
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 75	\$ 4,700	\$ 6,340	\$ 9,115
59170 - OVERHEAD VARIANCE	(41,866)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (41,866)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ (36,146)	\$ 15,000	\$ 13,145	\$ 14,680



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

MVRWRF PLANT - 079200 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	16	18	17	17
WAGES	\$ 1,551,955	\$ 1,671,875	\$ 1,713,248	\$ 1,767,876
BENEFITS	680,970	811,300	881,516	961,785
TOTAL WAGES & BENEFITS	\$ 2,232,926	\$ 2,483,175	\$ 2,594,764	\$ 2,729,661
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	2,232,926	2,483,175	2,594,764	2,729,661
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 13,348	\$ -	\$ -	\$ -
53550 - STANDBY LABOR	1,708	-	-	-
53000:53999 - DIRECT LABOR	\$ 15,056	\$ -	\$ -	\$ -
54120 - DIRECT MATERIALS	461	510	1,000	1,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,050	1,000	1,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	591	2,550	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	-	3,200	3,400	3,400
54140 - INVENTORY MATERIALS	-	510	600	600
54000:54999 - MATERIALS & SUPPLIES	\$ 1,051	\$ 7,820	\$ 6,000	\$ 6,000
56160 - OUTSIDE SERVICES	771	2,100	2,100	2,100
56000:57000 - OUTSIDE SERVICES	\$ 771	\$ 2,100	\$ 2,100	\$ 2,100
57235 - EQUIPMENT RENTAL	1,023	100	100	100
57100:57400 - RENTS & LEASES	\$ 1,023	\$ 100	\$ 100	\$ 100
58121 - CONFERENCE FEES	-	1,000	1,000	1,000
58122 - TECHNICAL TRAINING EXPENSE	-	2,550	3,000	3,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	403	2,550	3,500	4,600
58163 - DUES & MEMBERSHIP FEES	-	510	1,000	2,500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 403	\$ 6,610	\$ 8,500	\$ 11,100
59170 - OVERHEAD VARIANCE	(33,683)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (33,683)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ (15,378)	\$ 16,630	\$ 16,700	\$ 19,300

ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

RECLAMATION PLANT MAINTENANCE - 079300				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	13	13	14	14
WAGES	\$ 1,288,145	\$ 1,356,500	\$ 1,587,388	\$ 1,684,523
BENEFITS	566,779	669,700	813,941	874,265
TOTAL WAGES & BENEFITS	\$ 1,854,924	\$ 2,026,200	\$ 2,401,328	\$ 2,558,788
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ 120,049	\$ 127,719
PLANTS & SERVICE AREAS	1,694,129	1,850,557	2,088,846	2,222,310
DEPARTMENT DIRECT LABOR	160,795	175,643	192,434	208,759

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 499,688	\$ 175,643	\$ 192,434	\$ 208,759
53550 - STANDBY LABOR	7,286	-	-	-
53000:53999 - DIRECT LABOR	\$ 506,973	\$ 175,643	\$ 192,434	\$ 208,759
54120 - DIRECT MATERIALS	2,205	400	760	760
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	271	1,000	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	866	2,500	1,000	1,000
54125 - NEW COMPUTER WORKSTATIONS	-	-	1,590	1,590
54140 - INVENTORY MATERIALS	460	200	200	200
54446 - TOOLS	27	-	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 3,829	\$ 4,100	\$ 3,550	\$ 3,550
56160 - OUTSIDE SERVICES	372	1,400	1,300	1,300
56000:57000 - OUTSIDE SERVICES	\$ 372	\$ 1,400	\$ 1,300	\$ 1,300
57235 - EQUIPMENT RENTAL	72,881	65,500	38,100	39,200
57100:57400 - RENTS & LEASES	\$ 72,881	\$ 65,500	\$ 38,100	\$ 39,200
58121 - CONFERENCE FEES	-	-	100	100
58122 - TECHNICAL TRAINING EXPENSE	13,800	4,000	42,000	33,900
58124 - SAFETY TRAINING	1,100	-	-	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	5,219	5,000	2,254	2,254
58163 - DUES & MEMBERSHIP FEES	540	500	1,500	1,500
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 20,659	\$ 9,500	\$ 45,854	\$ 37,754
59170 - OVERHEAD VARIANCE	(11,204)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (11,204)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 593,511	\$ 256,143	\$ 281,238	\$ 290,563



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

TVRWRF PLANT - 079400 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	21	20	20	20
WAGES	\$ 1,494,525	\$ 1,802,875	\$ 1,850,335	\$ 1,911,283
BENEFITS	769,720	893,900	968,040	1,056,870
TOTAL WAGES & BENEFITS	\$ 2,264,246	\$ 2,696,775	\$ 2,818,375	\$ 2,968,152
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	2,264,246	2,696,775	2,818,375	2,968,152
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
53550 - STANDBY LABOR	\$ 2,085	\$ -	\$ -	\$ -
53000:53999 - DIRECT LABOR	\$ 2,085	\$ -	\$ -	\$ -
54120 - DIRECT MATERIALS	1,194	500	500	500
54124 - SAFETY SUPPLIES & SAFETY TOOLS	267	2,525	2,500	2,500
54140 - INVENTORY MATERIALS	-	320	-	-
54000:54999 - MATERIALS & SUPPLIES	\$ 1,461	\$ 3,345	\$ 3,000	\$ 3,000
56160 - OUTSIDE SERVICES	662	10,000	-	-
56268 - SAFETY CONSULTANTS	5,792	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 6,454	\$ 10,000	\$ -	\$ -
57235 - EQUIPMENT RENTAL	14,725	13,500	200	200
57100:57400 - RENTS & LEASES	\$ 14,725	\$ 13,500	\$ 200	\$ 200
58121 - CONFERENCE FEES	-	1,000	1,000	1,000
58122 - TECHNICAL TRAINING EXPENSE	-	2,500	-	-
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	4,222	5,000	6,000	6,000
58163 - DUES & MEMBERSHIP FEES	-	200	300	300
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 4,222	\$ 8,700	\$ 7,300	\$ 7,300
59170 - OVERHEAD VARIANCE	10,946	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 10,946	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 39,894	\$ 35,545	\$ 10,500	\$ 10,500



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

PVRWRF PLANT - 079500 DEPARTMENT EXPENSE SUMMARY BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	16	18	18	18
WAGES	\$ 1,562,087	\$ 1,660,975	\$ 1,869,250	\$ 1,898,201
BENEFITS	731,920	808,900	970,626	1,042,567
TOTAL WAGES & BENEFITS	\$ 2,294,007	\$ 2,469,875	\$ 2,839,876	\$ 2,940,768
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
PLANTS & SERVICE AREAS	2,294,007	2,469,875	2,839,876	2,940,768
DEPARTMENT DIRECT LABOR	-	-	-	-

DEPARTMENT EXPENSE BUDGET				
53550 - STANDBY LABOR	\$ 1,786	\$ -	\$ -	\$ -
53000:53999 - DIRECT LABOR	\$ 1,786	\$ -	\$ -	\$ -
54120 - DIRECT MATERIALS	753	306	800	850
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,000	1,000	1,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	500	-	-
54124 - SAFETY SUPPLIES & SAFETY TOOLS	1,230	2,500	-	-
54140 - INVENTORY MATERIALS	117	200	200	200
54000:54999 - MATERIALS & SUPPLIES	\$ 2,100	\$ 4,506	\$ 2,000	\$ 2,050
56160 - OUTSIDE SERVICES	1,671	1,550	1,550	1,550
56268 - SAFETY CONSULTANTS	5,792	-	-	-
56000:57000 - OUTSIDE SERVICES	\$ 7,463	\$ 1,550	\$ 1,550	\$ 1,550
57134 - SOFTWARE LICENSE & SUPPORT	236	-	-	-
57235 - EQUIPMENT RENTAL	40,254	39,500	3,200	3,300
57100:57400 - RENTS & LEASES	\$ 40,490	\$ 39,500	\$ 3,200	\$ 3,300
58121 - CONFERENCE FEES	233	500	1,000	120
58122 - TECHNICAL TRAINING EXPENSE	-	2,500	2,500	-
58123 - OUTSIDE TECHNICAL TRAINING	499	1,500	500	500
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	2,359	3,500	2,500	2,500
58163 - DUES & MEMBERSHIP FEES	180	240	240	240
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 3,271	\$ 8,240	\$ 6,740	\$ 3,360
59170 - OVERHEAD VARIANCE	(60,460)	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ (60,460)	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ (5,349)	\$ 53,796	\$ 13,490	\$ 10,260



WASTEWATER COLLECTIONS DEPARTMENT

<p>Mission Statement</p> <p>The Mission of the Wastewater Collections Department is to provide our customers with timely collection and disposal of wastewater in a safe, professional, cost effective, and environmentally sound manner.</p>	<p>Significant Changes from Prior Budget</p> <p>There are no significant changes from prior year's budget.</p>
<p>Roles and Responsibilities</p> <p>The department is responsible for the maintenance and repair of the District's collection system. This includes line cleaning, line repair, and response to customer problems concerning blockages and odor problems.</p>	<p>Position Changes</p> <p>There are no changes in the number of authorized positions.</p>



WASTEWATER COLLECTIONS DEPARTMENT

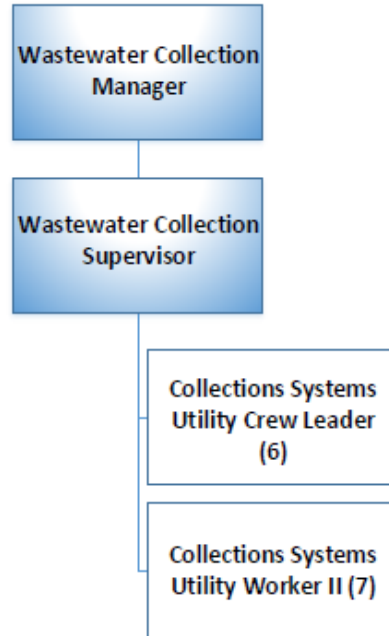
<p>Accomplishments in FY 2017-2018, 2018-2019</p>	<p>Goals & Objectives FY 2019/2020</p>	<p>Goals & Objectives FY 2020/2021</p>
<ul style="list-style-type: none"> ◆ Properly maintaining the collection system resulted in an overflow spill rate of less than 1 spill per 100 miles of collection lines. ◆ Reduced overtime expense by approximately 30 percent. ◆ Implemented a GIS based maintenance tracking system, preventing duplicate data entry and transitioning to a paperless work environment. ◆ Supported several large projects without contracting outside help, such as the Soboba Force Main Project and the brine line inspection project. ◆ Commissioned three new natural gas powered vector trucks. 	<ul style="list-style-type: none"> ◆ Reduce sewage overflows and continue to work toward zero reportable spills. ◆ Focus on increasing the number of staff within the Department that have been certified by the California Water Environment Association (CWEA). ◆ Complete the rehabilitation of 40 damaged manholes throughout the District. ◆ Inspect and perform root control treatment in key areas of Temecula to maintain undamaged and intact collection lines. ◆ Evaluate alternatives for performing CCTV inspection of the collection system. ◆ Develop a standard specification and scope of work for manhole rehabilitation. 	<ul style="list-style-type: none"> ◆ Inspect and perform root control treatment of 110,000 feet of 8-inch sewer for root intrusion in both Menifee and Moreno Valley to maintain undamaged and intact collection lines. ◆ Focus on increasing the number of staff within the Department that have been certified by the California Water Environment Association (CWEA). ◆ Complete the rehabilitation of 40 damaged manholes throughout the District. ◆ Reduce sewage overflows and continue to work toward zero reportable spills.






ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

Organization Chart and Department (Financial) Summary

**Wastewater Collection Services
Department 896**



-  Supervisor and Above
-  Proposed New Position
-  Part Time Position

Departmental Staffing	
Full Time Equivalent	15
Headcount	15



ADOPTED BUDGET FISCAL YEARS 2019-20 AND 2020-21

WASTEWATER COLLECTION SERVICES - 079600				
DEPARTMENT EXPENSE SUMMARY				
BUDGET FY 19-20 & FY 20-21				
WAGES & BENEFITS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget
Number of Authorized FTE Positions for Budget	15	15	15	15
WAGES	\$ 1,155,287	\$ 1,308,700	\$ 1,416,299	\$ 1,436,546
BENEFITS	571,002	618,700	715,611	768,270
TOTAL WAGES & BENEFITS	\$ 1,726,290	\$ 1,927,400	\$ 2,131,910	\$ 2,204,815
ALLOCATION OF WAGES & BENEFITS TO:				
CAPITAL PROJECTS	\$ 51,789	\$ 57,822	\$ 62,670	\$ 64,340
PLANTS & SERVICE AREAS	1,208,403	1,349,180	1,524,975	1,565,604
DEPARTMENT DIRECT LABOR	466,098	520,398	544,265	574,872

DEPARTMENT EXPENSE BUDGET				
53150 - DIRECT LABOR	\$ 385,192	\$ 479,698	\$ 507,126	\$ 536,619
53198 - LIGHT DUTY ASSIGNMENT	991	-	-	-
53550 - STANDBY LABOR	30,927	40,700	37,139	38,253
53000:53999 - DIRECT LABOR	\$ 417,110	\$ 520,398	\$ 544,265	\$ 574,872
54120 - DIRECT MATERIALS	9,811	12,000	10,000	10,000
54121 - NON-ELECTRONIC EQUIPMENT & FURNITURE	-	1,000	5,000	1,000
54122 - ELECTRONIC/COMPUTER EQUIPMENT & SOFTWARE	-	2,000	2,000	2,000
54124 - SAFETY SUPPLIES & SAFETY TOOLS	20,536	16,000	25,000	25,000
54140 - INVENTORY MATERIALS	22,406	13,000	20,000	20,000
54446 - TOOLS	1,239	5,100	5,000	5,000
54000:54999 - MATERIALS & SUPPLIES	\$ 53,993	\$ 49,100	\$ 67,000	\$ 63,000
56160 - OUTSIDE SERVICES	22,374	4,000	7,500	7,500
56267 - CONSULTANTS-ENGINEERING	-	5,100	2,000	2,000
56000:57000 - OUTSIDE SERVICES	\$ 22,374	\$ 9,100	\$ 9,500	\$ 9,500
57235 - EQUIPMENT RENTAL	143,502	144,000	164,000	168,900
57100:57400 - RENTS & LEASES	\$ 143,502	\$ 144,000	\$ 164,000	\$ 168,900
58121 - CONFERENCE FEES	680	1,400	1,500	1,500
58123 - OUTSIDE TECHNICAL TRAINING	-	1,000	1,000	1,000
58161 - EMPLOYEE TRAVEL AND MEAL EXPENSE	1,854	4,500	5,000	5,000
58163 - DUES & MEMBERSHIP FEES	540	1,500	5,000	4,300
58000:58999 - ADMINISTRATIVE EXPENSES	\$ 3,074	\$ 8,400	\$ 12,500	\$ 11,800
59170 - OVERHEAD VARIANCE	62,541	-	-	-
59170:59200 - ALLOCATED SUPPORT COSTS	\$ 62,541	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 702,594	\$ 730,998	\$ 797,265	\$ 828,072