As a matter of proper business decorum, the Board of Commissioners respectfully request that all cell phones be turned off or placed on vibrate. To prevent any potential distraction of the proceeding, we request that side conversations be taken outside the meeting room.

# AGENDA REGULAR BOARD MEETING VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY VICTORVILLE CITY HALL, CONFERENCE ROOM D 14343 CIVIC DRIVE, VICTORVILLE CA 92392

# <u> Thursday, June 18, 2020</u>

VVWRA is committed to protecting public health and the environment in the Victor Valley by providing effective and fiscally responsible wastewater collection, treatment, and recycling.

# Call to Order

# Nassif

# Roll Call

# Secretary

# Public Comments- Closed Session Agenda Items

<u>CLOSED SESSION</u>: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted. Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; or (c) employment actions, or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information. Closed Session is scheduled to commence at 7:30 a.m.. If the matters discussed in closed session require additional time beyond 8:00 a.m., in deference to the public, the Board may continue the Closed Session discussion after Open Session is concluded. In that case, Closed Session will resume after the Commissioners Comments section and any reportable action will be reported after the continued Closed Session has concluded and before adjournment.

# **Closed Session**

<u>item 1.</u>	(Gov. Code Sec. 54954.5-54956.9(d))- Flow Diversion
<u>ltem 2.</u> Upper	(Gov. Code Sec. 54956.9(d))- Threatened or Potential Litigation- Narrows Project
<u>ltem 3.</u> Lahor	(Gov. Code Sec. 54956.9(d))- Threatened or Potential Litigation- ntan-Potential NOV Resolution Discussion
<u>ltem 4.</u> Existi	(Gov. Code Sec. 54956(a))- Conference with Legal Counsel- ng Litigation- Gina Cloutier adv. VVWRA Case Number RCI-36632
<u>ltem 5.</u> Litiga	(Gov. Code Sec. 54956(a))- Conference with Legal Counsel-Existing tion- Angela Valles adv. VVWRA Case Number CIVDS 1822066

Agenda – Regular Board Meeting June 18, 2020 Published to authority website: June 11, 2020 Nassif

(Gov. Code Sec. 54957.6/ 54954.5 (f)) Conference with Legal Item 6. **Counsel-Labor Negotiation** 

- The City Employees Association
- Supervisors Association

# Call to Order & Pledge of Allegiance

# Report From Closed Session

Opportunity for members of the public to directly address the Board on items of public interest within its jurisdiction. The public may also address the Board on items being considered on this agenda. VVWRA requests that all public speakers complete a speaker's card and provide it to the Secretary. Persons desiring to submit paperwork to the Board of Commissioners shall provide a copy of any paperwork to the Board Secretary for the official record. We request that remarks be limited to five minutes or less. Pursuant to Government Code Section 54954.3, if speaker is utilizing a translator, the total allotted time will be doubled.

# **Consent Calendar**

All matters placed on the Consent Calendar are considered as not requiring discussion or further explanation and unless any particular item is requested to be removed from the Consent Calendar by a Commissioner, staff member or member of the public in attendance, there will be no separate discussion of these items. All items on the Consent Calendar will be enacted by one action approving all motions, and casting a unanimous ballot for resolutions included on the consent calendar. All items removed from the Consent Calendar shall be considered in the regular order of business.

<ul> <li>Item 7. Receive, Approve and File Minutes, May 21, 2020</li> <li>Regular Board Meeting 04/16/2020</li> </ul>			
<ul> <li>Item 8. Receive, Approve and File May 2020 Disbursement</li> <li>Warrant Summary Disbursements</li> </ul>			
Board Action Required			
Staff Recommendation: Approve as presented			
Presentations			
Item 9. FY 2020-2021 Budget	Keagy		
Public Hearing			
Fublic flearing			

# Public Comment (Government Code Section 54954.3)

Nassif Possible Conflicts of Interest

Nassif

Legal

Nassif

Nassif

Γ

The Executive Leadership Team will provide brief updates on existing matters under their purview available to respond to any questions thereof.	and will be
Item 11. Recommendation to Adopt Resolution 2020-06 Adoption of the FY 2020-2021 Budget It is recommended that the Board of Commissioners approve Resolution 2020-06: Adoption of the Proposed Budget as presented for the year ending June 30, 2021.	Keagy
Board Action Required	
Staff Recommendation: Approve as Presented	
Item 12. Recommendation to Approve VVWRA Employees Association MOU Approval of VVWRA Employees Association MOU, VVWRA Supervisors Association MOU, and corresponding wage and benefit adjustments for certain nonrepresented employees.	Coromina
Board Action Required	
Staff Recommendation: Approve as Presented	
Item 13. Recommendation to Adopt Resolution 2020-07 FY 2020-2021 Holiday Schedule It is recommended that the Board of Commissioners approve and adopt Resolution No. 2020-07 to establish the paid holidays for VVWRA employees during fiscal year 2020-2021 which is consistent with the MOU with the Employees Association.	Casteel
Board Action Required	
Staff Recommendation: Approve as Presented	
Item 14. Recommendation to Cancel the June 25th Board Meeting It is recommended that the Board of Commissioners cancel the regularly scheduled June 25, 2020 Board Meeting if the Board adopts the FY 2020-21 Budget at the regular meeting held on June 18, 2020.	Castee
Board Action Required	
Staff Recommendation: Approve as Presented	
<ul> <li>Item 15. Recommendation to Approve an Amendment to the Trimax Contract         It is recommended that the Board of Commissioners approve the following:         </li> <li>Approval of change request #1 in the amount of \$19,350.00 and amend Trimax Systems Inc (Trimax) contract for the systems and controls integration work being performed to connect the VVWRA Recycled Water pipeline to the Town of Apple Valley (Town) newly built recycled water infrastructure.</li> </ul>	Laari

2. Allow the VVWRA General Manager to negotiate with the Town Manager of Apple Valley a full or partial reimbursement of this expense after the project is complete. This negotiated expense will be brought back for the Board's consideration.			
Board Action Required			
Staff Recommendation: Approve as Presented			
Item 16. Election of Officers			
Board Action Required			
Staff Recommendation: Approve as Presented			

# Staff Reports

Reports are submitted as presented by Staff. Staff is available if the Commission has questions.				
Item 17. General Managers Report <ul> <li>Business Plan/Goals Update</li> </ul>				
Item 18. Financial and Investment Report – May 2020	Keagy			
Item 19. Operations and Maintenance Report – May 2020				
Item 20. Environmental Compliance Report – May 2020	Laari			
Item 21. Septage Receiving Facility Report – May 2020	Laari			
Item 22. Safety and Communication Report – May 2020	Wylie			
djournment	Nassif			

# **Adjournment**

The board will adjourn to a regular board meeting on June 25, 2020 at 7:30 a.m.

# **American Disabilities Act Compliance Statement**

Government Code Section 54954.2(a)



Any request for disability-related modifications or accommodations (including auxiliary aids or services) sought to participate in the above public meeting should be directed to the VVWRA's Secretary at (760) 246-8638 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

# Agenda posting

Government Code Section 54954.2

This agenda has been posted in the main lobby of the Authority's Administrative offices not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.

# Agenda items received after posting

Government Code Section 54957.5

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the VVWRA office located at, 20111 Shay Road, Victorville CA 92394. The materials will also be posted on the VVWRA website at <u>www.vvwra.com</u>.

# Items Not Posted

Government Code Section 54954.2(b)

In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done as an emergency item or because there is a need to take immediate action, which came to the attention of the Board subsequent to the posting of the agenda, or as set forth on a supplemental agenda posted in the manner as above, not less than 72 hours prior to the meeting date.

# **Items Continued**

Government Section 54954.2(b)(3)

*Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting* 

# Meeting Adjournment

This meeting may be adjourned to a later time and items of business from this agenda may be considered at the later meeting by Order of Adjournment and Notice

VVWRA's Board Meeting packets and agendas are available for review on its website at www.vvwra.com. The website is updated on Friday preceding any regularly scheduled board meeting.

# MINUTES OF A REGULAR MEETING REGULAR MEETING OF THE BOARD OF COMMISSIONERS VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VVWRA) May 21, 2020

**CALL TO ORDER:** Chair Scott Nassif called the meeting to order at 7:39 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

TOWN OF APPLE VALLEY CITY OF VICTORVILLE CITY OF HESPERIA ORO GRANDE (CSA 42) AND SPRING VALLEY LAKE (CSA 64) Scott Nassif, Chair Debra Jones, Vice-Chair Larry Bird, Secretary Robert Lovingood, Treasurer

VVWRA Staff and Legal Counsel:

Darron Poulsen, General Manager Kristi Casteel, Secretary to GM/Board Piero Dallarda, Legal Counsel (BB&K) Chieko Keagy, Controller Robert Coromina, Director of Administration 7

**Guest Present:** 

Keith Metzler, City of Victorville

# **CLOSED SESSION**

# **PUBLIC COMMENTS- CLOSED SESSION AGENDA**

Chair Nassif asked if there were any comments from the public regarding any item on the Closed Session Agenda. Hearing none, Chair Nassif called for a motion to enter into Closed Session.

Moved: Commissioner Lovingood Motion to enter into Closed Session Second: Commissioner Jones

Motion passed by a 4-0 roll call vote

# **REGULAR SESSION**

# CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Nassif called the meeting to order at 9:50 AM.

7-1

# **REPORT FROM CLOSED SESSION**

None

# PUBLIC COMMENTS- REGULAR SESSION AGENDA

None

# **POSSIBLE CONFLICT OF INTEREST**

Chair Nassif will be abstaining from any disbursements to Napa Auto Parts on item 9

7

# **CONSENT CALENDAR**:

Napa Auto Parts on item 9.

- 8. Receive, Approve and File Minutes, April 16, 2020
- 9. Receive, Approve and File April 2020 Disbursement

Moved: Commissioner Bird Second: Commissioner Jones Approval of the Consent Calendar with Chair Nassif abstaining from any disbursements to

Chair Nassif- Yes Commissioner Jones- Yes Commissioner Bird- Yes Commissioner Lovingood- Yes Motion passed by a 4-0 roll call vote

# **ACTION ITEM:**

# 10. Recommendation to Approve VVWRA Employees Association MOU

It is recommended that the Board of Commissioners approve the VVWRA Employees Association MOU and corresponding wage and benefit adjustments for certain nonrepresented employees.

**Moved: Commissioner Bird** 

VVWRA Regular Meeting Minutes Wednesday May 21, 2020 Page 3

Recommendation to table until the next meeting Chair Nassif- Yes Commissioner Jones- Yes Commissioner Bird- Yes Commissioner Lovingood- Yes Motion passed by a 4-0 roll call vote

# 11. Recommendation to Approve General Manager Contract

It is recommended that the Board of Commissioners approve the renegotiated contract for the General Manager

Moved: Commissioner Bird Second: Commissioner Lovingood Approval of General Manager's Contract Chair Nassif- Yes Commissioner Jones- Yes Commissioner Bird- Yes Commissioner Lovingood- Yes Motion passed by a 4-0 roll call vote

# 12. Recommendation to Approve Resolution 2020-05 for Retirement Contributions

It is recommended that the Board of Commissioners adopt Resolution 2020-05 memorializing the Authority's obligation regarding the employer paid member contribution to CalPERS.

Moved: Commissioner Bird Second: Commissioner Lovingood Approval of Recommendation to Adopt Resolution 2020-05 for Retirement Contributions Chair Nassif- Yes Commissioner Jones- Yes Commissioner Bird- Yes Commissioner Lovingood- Yes Motion passed by a 4-0 roll call vote

# PRESENTATIONS

13. FY 2020-2021 Budget

Darron Poulsen and Chieko Keagy gave a presentation on the FY 2020-2021

# **STAFF/PROFESSIONAL SERVICES REPORTS:**

- 14. General Managers Report
- 15. Financial and Investment Report April 2020
- 16. Operations & Maintenance Report April 2020
- 17. Environmental Compliance Department Reports April 2020
- 18. Septage Receiving Facility Reports April 2020
- 19. Safety & Communications Report April 2020

**CLOSED SESSION (If Closed Session is continued)** 

# ADJOURNMENT

The board will adjourn to a regular board meeting on June 18, 2020 at 7:30 a.m.

**APPROVAL:** 

DATE: June 18, 2020

BY:

Approved by VVWRA Board Larry Bird, Secretary VVWRA Board of Commissioners 7



Victor Valley Wastewater Reclamation Authority

A Joint Powers Authority and Public Agency of the State of California

20111 Shay Rd. Victorville, CA 92394 Telephone: (760) 246-8638 Fax: (760) 948-9897

DATE:	June 18, 2020
TO:	Darron Poulsen General Manager
FROM:	Chieko Keagy Controller

SUBJECT: Cash Disbursements Register

# **RECOMMENDED ACTION**

It is recommended that the Board of Commissioners approve the cash disbursements and payroll register for the Victor Valley Wastewater Reclamation Authority.

# BACKGROUND

The Cash Disbursements Register totals represented below are for the month of MAY 2020, check numbers 123260-123315 and ACH's.

Accou	nts Payable		
Checks	ACH's and EFT's	Payroll	Total
\$76,335.56	\$618,759.85	\$276,854.53	\$971,949.94

## Victor Valley Wastewater Reclamation Authority Cash Disbursement Register From 5/1/20 through 5/31/20

				_		
Vendor #		Payment Type	Payment #	Date		Total
AMSA000	A.M.S. / Anderson Air Conditioning Lp	Check	123260	05/07/20	\$	1,203.48
BLAI000	Blaine Tech Services, Inc.	Check	123261	05/07/20	\$	5,053.00
CHRI002	Chris Ackerman'S Signify Designs	Check	123262	05/07/20	\$	65.00
GAOS000	G.A. Osborne Pipe & Supply	Check	123263	05/07/20	\$	2,147.32
GUAR000	Guardian	Check	123264	05/07/20	\$	947.54
NAPA000	Napa Victorville	Check	123265	05/07/20	\$	28.54
ORKI000	Orlain	Check	123266	05/07/20	\$	150.00
VERI004	Verizon Wireless	Check	123267	05/07/20	\$	1,766,20
RANC000	Victorville Chevrolet	Check	123268	05/07/20	\$	1,071.54
APPL006	Apple Valley Communications	Check	123269	05/14/20	s S	
	Arb/Perp					4,239.43
ARBP000		Check	123270	05/14/20	\$	1,470.00
FLYE000	Flyers Energy, Llc	Check	123271	05/14/20	S	866.88
HESP000	Hesperia Hose Supply	Check	123272	05/14/20	\$	490.24
HIDE000	Hi-Desert Communications	Check	123273	05/14/20	\$	100.00
SIMP000	Johnson Controls Fire Protection Lp	Check	123274	05/14/20	\$	664.00
WEST010	Kob Inc	Check	123275	05/14/20	\$	484.89
KONI000	Konica Minolta Business Solutions	Check	123276	05/14/20	\$	3,752.97
APPL000	Liberty Utilities	Check	123277	05/14/20	\$	169.60
NAPA000	Napa Victorville	Check	123278	05/14/20	\$	1,094.01
<b>ORKI000</b>	Orkin	Check	123279	05/14/20	\$	400.38
PARK001	Parkson Corporation	Check	123280	05/14/20	\$	6,270.33
QUAN001	Quantum Labs, Inc	Check	123281	05/14/20	\$	1,159.40
ROBE002	Robertson'S Ready Mix, Ltd	Check	123282	05/14/20	\$	440.99
APPL015	Shredyourdocs.Com	Check	123282		\$	52.65
	Southern Counties Lubricants	Check		05/14/20	s	
SCLU000			123284	05/14/20		629.47
TOWN001	Town & Country Tire	Check	123285	05/14/20	\$	975.28
AIRG000	Airgas Usa, Llc	Check	123286	05/21/20	\$	422.00
AME000	Ametek Arizona Instrument, Llc Dba Ametek Brookfield	Check	123287	05/21/20	\$	1,056.67
ATMO000	Atmospheric Analysis And Consulting, Inc	Check	123288	05/21/20	\$	1,890.00
CEMC000	Cem Corporation	Check	123289	05/21/20	\$	2,600.00
CRUM000	Crump & Co., Inc	Check	123290	05/21/20	\$	835.29
GAOS000	G.A. Osborne Pipe & Supply	Check	123291	05/21/20	\$	1,573.63
ORKI000	Orkin	Check	123292	05/21/20	S	150.00
PRUD001	Prudential Overall Supply	Check	123293	05/21/20	\$	1,175.66
ROYA000	Royal Wholesale Electric	Check	123295	05/21/20	\$	2,240.30
SANB007	-	Check			\$	
	San Bernardino County Fire Protection Dist		123295	05/21/20		25.00
SENT000	Dan Sentman	Check	123296	05/27/20	\$	212.39
ANTH000	Donna Anthony	Check	123297	05/27/20	\$	432.00
ALLI003	Allied Elctronics Inc	Check	123298	05/28/20	\$	1,103.59
AQUA000	Aquatic Bioassay / Consult Inc.	Check	123299	05/28/20	\$	230.00
BLAI000	Blaine Tech Services, Inc.	Check	123300	05/28/20	\$	9,687.00
ZEEM000	Cintas Corporation	Check	123301	05/28/20	\$	484.71
VICT003	City Of Victorville / Sanitation	Check	123302	05/28/20	\$	4,474.63
CONC000	Concorde Communications	Check	123303	05/28/20	\$	123.00
JONE003	Debra Jones	Check	123304	05/28/20	\$	100.00
FLYE000	Flyers Energy, Llc	Check	123305	05/28/20	\$	1,048.00
GREY000			123305		\$	
	Greyline Instruments	Check		05/28/20		748.00
GUAR000	Guardian	Check	123307	05/28/20	\$	932.78
BIRD000	Larry Bird	Check	123308	05/28/20	\$	100.00
LEAR000	Learn Cpr 4 Life	Check	123309	05/28/20	\$	800.00
ORKI000	Orkin	Check	123310	05/28/20	\$	400.38
PRUD001	Prudential Overall Supply	Check	123311	05/28/20	\$	587.16
LOVI000	Robert A Lovingood	Check	123312	05/28/20	\$	100.00
SCOT001	Scott Equipment, Inc	Check	123313	05/28/20	\$	5,218.40
NASS000	Scott Nassif	Check	123314	05/28/20	\$	100.00
VERI004	Verizon Wireless	Check	123315	05/28/20	\$	1,791.83
					cks \$	76,335.56
						10,000100
DVECOOO	Put Salas Inc	Electronic Engl Tomo	L 17NI12 10	05/20/20	¢	576.26
PVFS000	Pvf Sales Inc	Electronic Fund Transfer	LJ7NW12-10	05/20/20	\$	576.36
HACH000	Hach Company	Electronic Fund Transfer	LJ7NW12-8	05/20/20	\$	1,666.74
USAB000	U.S.A. Bluebook	Electronic Fund Transfer	LJ7NW12-14	05/20/20	\$	1,355.41
CONS000	Consumers Pipe & Supply, Co.	Electronic Fund Transfer	LJ7NW12-6	05/20/20	\$	708.98
BREN001	Brenntag Pacific, Inc	Electronic Fund Transfer	LJ7NW12-5	05/20/20	\$	21,710.70
APPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	LJ7NW12-1	05/20/20	\$	1,149.19
BECK000	Beck Oil, Inc.	Electronic Fund Transfer	LJ7NW12-2	05/20/20	\$	1,405.95
TUNN000	Tunnel Vision Pipeline Cleaning & Video Inspection	Electronic Fund Transfer	LJ7NW12-13	05/20/20	\$	4,000.00
SAFE000	Safety-Kleen Systems Inc.	Electronic Fund Transfer	LJ7NW12-11	05/20/20	\$	1,360.00
BIOG000	Biogas Power Systems- Mojave, Llc	Electronic Fund Transfer	LJ7NW12-4	05/20/20	\$	64,119.27
GRAI000	Grainger	Electronic Fund Transfer	LJ7NW12-7	05/20/20	\$	44.34
BIOG001	Biogas Engineering	Electronic Fund Transfer	LJ7NW12-3	05/20/20	\$	7,300.00
UNDE000	Underground Service Alert Of Southern California	Electronic Fund Transfer	LJ7NW12-15	05/20/20	\$	182.69
POLY000	Polydyne Inc.	Electronic Fund Transfer	LJ7NW12-9	05/20/20	\$	8,960.49
TRIM000	Trimax Systems	Electronic Fund Transfer	LJ7NW12-12	05/20/20	\$	76,368.65
EVAN001	Derek Evans	Electronic Fund Transfer	7NPO76	05/14/20	\$	175.00
GRAI000	Grainger	Electronic Fund Transfer	PBTFZH-10	05/14/20	\$	431.67
AMER006	American Express	Electronic Fund Transfer	PBTFZH-1	05/14/20	\$	1,741.21
TMOB000	T-Mobile	Electronic Fund Transfer	PBTFZH-15	05/14/20	\$	117.60
DKFS000	D.K.F. Solutions Inc.	Electronic Fund Transfer	PBTFZH-7	05/14/20	\$	350.00
CDWG000	Cdw Government, Inc	Electronic Fund Transfer	PBTFZH-6	05/14/20	\$	163.68
ENDR000	Endress & Hauser C/O Jpr Systems, Inc.	Electronic Fund Transfer	PBTFZH-8	05/14/20	\$	9,730.96
ILIN000	llink Business Management	Electronic Fund Transfer	PBTFZH-12	05/14/20	\$	3,097.52
					4	0,000,02



## Victor Valley Wastewater Reclamation Authority Cash Disbursement Register From 5/1/20 through 5/31/20

Vendor #	Vendor Name	Payment Type	Payment #	Date		Total
BECK000	Beck Oil, Inc.	Electronic Fund Transfer	PBTFZH-5	05/14/20	S	23,38
PROT001	Protection One	Electronic Fund Transfer	PBTFZH-14	05/14/20	\$	909.85
ANAE000	Anaergia Technologies, Llc	Electronic Fund Transfer	PBTFZH-2	05/14/20	\$	18,939.51
JSBA000	U.S. Bank	Electronic Fund Transfer	PBTFZH-16	05/14/20	\$	8,421.08
PPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	PBTFZH-3	05/14/20	\$	1,358.93
JSAB000	U.S.A. Bluebook	Electronic Fund Transfer	PBTFZH-17	05/14/20	\$	348.92
IACH000	Hach Company	Electronic Fund Transfer	PBTFZH-11	05/14/20	\$	1,787.79
VAGE000	Wageworks, Inc	Electronic Fund Transfer	PBTFZH-18	05/14/20	\$	113.00
ARG000	Bargain Byte	Electronic Fund Transfer	PBTFZH-4	05/14/20	\$	1,523.60
		Electronic Fund Transfer			\$	
AST001	Fastenal		PBTFZH-9	05/14/20		35,58
ARR000	Larry Walker Associates	Electronic Fund Transfer	PBTFZH-13	05/14/20	\$	4,565.50
YLE001	Xylem Water Solutions	Electronic Fund Transfer	2IG713D-13	05/07/20	\$	422.04
CDWG000	Cdw Government, Inc	Electronic Fund Transfer	2IG713D-5	05/07/20	\$	930.79
DAVI003	Davis Electric, Inc	Electronic Fund Transfer	2IG713D-7	05/07/20	S	11,777.00
ACMA000	11.5	Electronic Fund Transfer	2IG713D-9	05/07/20	\$	564.59
1CGR000	Mcgrath Rentcorp	Electronic Fund Transfer	2IG713D-10	05/07/20	\$	5,383.33
BIOG001	Biogas Engineering	Electronic Fund Transfer	2IG713D-3	05/07/20	\$	4,924.80
GRAI000	Grainger	Electronic Fund Transfer	2IG713D-8	05/07/20	\$	371.10
CORT000	Cortech Engineering	Electronic Fund Transfer	2IG713D-6	05/07/20	\$	19,110.70
UIN002	Quinn Company	Electronic Fund Transfer	2IG713D-11	05/07/20	\$	600.00
ENO000	Renold Inc.	Electronic Fund Transfer	2IG713D-12	05/07/20	\$	5,928.37
EBA000	California School Veba	Electronic Fund Transfer	2IG713D-4	05/07/20	ŝ	621.93
SBA000	Babcock Laboratories, Inc	Electronic Fund Transfer	2IG713D-2	05/07/20	Š	29,975.80
PPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	21G713D-I	05/07/20 05/01/20	\$	1,148.76
IETG000	Netgain Networks, Inc	Electronic Fund Transfer	NZ4HYAW-10		\$	8,066.15
PPL013	Applied Industrial Technologies, Inc	Electronic Fund Transfer	NZ4HYAW-2	05/01/20	\$	261.88
ONS000	Consumers Pipe & Supply, Co.	Electronic Fund Transfer	NZ4HYAW-4	05/01/20	\$	5,862.66
JSAB000	U.S.A. Bluebook	Electronic Fund Transfer	NZ4HYAW-11	05/01/20	\$	777.05
ROF003	Hoffman Southwest Corp	Electronic Fund Transfer	NZ4HYAW-6	05/01/20	\$	7,810.00
RAI000	Grainger	Electronic Fund Transfer	NZ4HYAW-5	05/01/20	\$	46.22
VWE000	Victor Valley Wastewater Employees Assoc	Electronic Fund Transfer	NZ4HYAW-12	05/01/20	\$	575.00
SKA000	Bsk Associates	Electronic Fund Transfer	NZ4HYAW-3	05/01/20	\$	12,297.00
LIN000	Ilink Business Management	Electronic Fund Transfer	NZ4HYAW-7	05/01/20	\$	263.88
SSI000	Industrial Solution Services, Inc	Electronic Fund Transfer	NZ4HYAW-8	05/01/20	\$	2,768.69
ICMA000	Mc Master-Carr Supply Co.	Electronic Fund Transfer	NZ4HYAW-9	05/01/20	\$	489.29
GEN000	2G Energy Inc.	Electronic Fund Transfer	NZ4HYAW-1	05/01/20	s	64.15
					\$	
GEN000	2G Energy Inc.	Bank Draft	Y0TCAH3-1	05/28/20		12,239.07
DWG000	Cdw Government, Inc	Bank Draft	Y0TCAH3-6	05/28/20	\$	2,072.69
RAY000	Graybar Electric Co., Inc.	Bank Draft	Y0TCAH3-12	05/28/20	\$	3,656.02
1CMA000	Mc Master-Carr Supply Co.	Bank Draft	Y0TCAH3-15	05/28/20	\$	1,767.35
LIN000	Ilink Business Management	Bank Draft	Y0TCAH3-14	05/28/20	\$	626.04
IEM003	Siemens Industry Inc.	Bank Draft	Y0TCAH3-17	05/28/20	\$	1,936.27
DSC000	A.D.S. Corp.	Bank Draft	Y0TCAH3-2	05/28/20	\$	44,950.00
WRC000	Swrcb	Bank Draft	DFT00984	05/28/20	\$	1,550.00
RAI000	Grainger	Bank Draft	Y0TCAH3-11	05/28/20	\$	1,278.79
AAR000	Latif Laari	Bank Draft	E4IJRAYD	05/28/20	\$	4,170.84
/VWE000	Victor Valley Wastewater Employees Assoc	Bank Draft	Y0TCAH3-19	05/28/20	\$	587.50
EST000	Best, Best & Krieger, L.L.P.	Bank Draft	Y0TCAH3-4	05/28/20	\$	64,134.49
RAK000	Promantek Inc	Bank Draft	Y0TCAH3-16	05/28/20	\$	7,000.00
					\$	
LOB005	Global Equipment Company, Inc.	Bank Draft	Y0TCAH3-10	05/28/20		3,508.07
PS0000	Ups	Bank Draft	DFT00985	05/28/20	\$	322.86
ULL000	Culligan Water Conditioning	Bank Draft	Y0TCAH3-7	05/28/20	\$	502.90
NER001	Energy Choice, Inc.	Bank Draft	Y0TCAH3-8	05/28/20	\$	18,321.89
AST001	Fastenal	Bank Draft	Y0TCAH3-9	05/28/20	\$	158.28
SAM000	C.S. Amsco	Bank Draft	Y0TCAH3-5	05/28/20	\$	7,507.63
ACH000	Hach Company	Bank Draft	Y0TCAH3-13	05/28/20	\$	9,038.90
SAB000	U.S.A. Bluebook	Bank Draft	Y0TCAH3-18	05/28/20	\$	1,560.46
PPL013	Applied Industrial Technologies, Inc	Bank Draft	Y0TCAH3-3	05/28/20	\$	433.89
AVI001	Tim Davis	Bank Draft	12T0DVOK-14	05/27/20	\$	432.00
ALI000	L. Christina Nalian	Bank Draft	12T0DVOK-4	05/27/20	\$	432.00
LIN000	Terrie Gossard Flint	Bank Draft	12T0DVOK-12	05/27/20	\$	245.78
DHN000	Patricia J Johnson	Bank Draft	12T0DVOK-12	05/27/20	\$	200.43
		Bank Draft	12T0DVOK-9	05/27/20	5 \$	
INO000	Thomas Hinojosa					432.00
AGIN000	Roy Dagnino	Bank Draft	12T0DVOK-11	05/27/20	\$	432.00
HAR001	Charter Communications	Bank Draft	DFT00973	05/27/20	\$	4,870.64
OUT000	Southern California Edison	Bank Draft	DFT00979	05/27/20	\$	16,908.16
OUT000	Southern California Edison	Bank Draft	DFT00980	05/27/20	\$	1,382.69
OODTUC	Southern California Edison	Bank Draft	DFT00978	05/27/20	\$	10,400.22
AIN000	Randy Main	Bank Draft	12T0DVOK-10	05/27/20	\$	432.00
LL00I	Gillette, Randy	Bank Draft	12T0DVOK-3	05/27/20	\$	432.00
ONT000	Lillie Montgomery	Bank Draft	12T0DVOK-5	05/27/20	\$	188.03
	Mark Mcgee	Bank Draft	12T0DVOK-6	05/27/20	\$	432.00
CGF000	Hesperia Water District	Bank Draft	DFT00974	05/27/20	s	536.82
	•				\$	
ESP004		Bank Draft Bank Draft	12T0DVOK-7	05/27/20		432.00
ESP004 AVE000	Nave, Patrick		DFT00975	05/27/20	S	4,458.03
ESP004 AVE000 NC000	Lincoln Financial Group		DETAGOT	0 = 10 = 10 0	<b>~</b>	
ESP004 AVE000 NC000 INC000	Lincoln Financial Group Lincoln Financial Group	Bank Draft	DFT00976	05/27/20	\$	80.11
ESP004 AVE000 NC000 NC000 YUR000	Lincoln Financial Group Lincoln Financial Group Darline Gyurcsik	Bank Draft Bank Draft	12T0DVOK-2	05/27/20	\$	212.39
ESP004 AVE000 NC000 NC000 YUR000	Lincoln Financial Group Lincoln Financial Group	Bank Draft			\$ S	212.39
CGE000 ESP004 AVE000 INC000 INC000 YUR000 EN1000 DUT006	Lincoln Financial Group Lincoln Financial Group Darline Gyurcsik	Bank Draft Bank Draft	12T0DVOK-2	05/27/20	\$	80.11 212.39 245.78 4,370.95
ESP004 AVE000 NC000 INC000 YUR000 EN1000	Lincoln Financial Group Lincoln Financial Group Darline Gyurcsik Olin Keniston	Bank Draft Bank Draft Bank Draft	12T0DVOK-2 12T0DVOK-8	05/27/20 05/27/20	\$ S	212.39 245.78
ESP004 AVE000 NC000 INC000 YUR000 EN1000 DUT006	Lincoln Financial Group Lincoln Financial Group Darline Gyurcsik Olin Keniston Southwest Gas Company	Bank Draft Bank Draft Bank Draft Bank Draft	12T0DVOK-2 12T0DVOK-8 DFT00981	05/27/20 05/27/20 05/27/20	\$ \$ \$	212.39 245.78 <b>4,</b> 370.95

## Victor Valley Wastewater Reclamation Authority Cash Disbursement Register From 5/1/20 through 5/31/20

Vendor #	Vendor Name		Payment Type	Payment #	Date	Total
SPAR000	Sparkletts Orinking Water		Bank Draft	DFT00937	05/13/20	\$ 900.53
KON1000	Konica Minolta Business Solutions		Bank Draft	DFT00933	05/13/20	\$ 351.02
HESP004	Hesperia Water District		Bank Draft	DFT00932	05/13/20	\$ 4,384.81
LINC000	Lincoln Financial Group		Bank Draft	DFT00934	05/13/20	\$ 4,475.18
SOUT006	Southwest Gas Company		Bank Draft	DFT00936	05/13/20	\$ 4,417.71
SOUT000	Southern California Edison		Bank Draft	DFT00935	05/13/20	\$ 960.49
UPS0000	Ups		Bank Draft	DFT00938	05/13/20	\$ 483.28
					ACH & EFT	\$ 618,759.85
					Total Checks	\$ 76,335.56
	APPROVED				Total ACH and EFT	\$ 618,759.85
	CNA				Total Payroll - May 2020	\$ 276,854.53
	March	060420			Total	\$ 971,949.94



# VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY Board of Commissioners Staff Report

SUBJECT:	PROPOSED BUDGET FOR THE YEAR ENDING JUNE 30, 2021
DATE:	June 18, 2020
SUBMITTED BY:	Chieko Keagy, Controller
FROM:	Darron Poulsen, General Manager DRP
TO:	VVWRA Board of Commissioners

$\boxtimes$	For Action	$\boxtimes$	Fiscal Impact	\$313,559
	Information Only		Account Code:	
		$\boxtimes$	Funds Budgeted/A	approved: A

# **STAFF RECOMMENDATION**

It is recommended that the Board of Commissioners approve Resolution 2020-06: Adoption of the Proposed Budget as presented for the year ending June 30, 2021.

# **PREVIOUS ACTION(S)**

None

# **BACKGROUND INFORMATION**

Staff prepared the budget for the year ending June 30, 2021, based on input from each department. This budget was presented and discussed at the External and Internal Finance Committee meetings held during May 2020 and at the Board meeting on May 21, 2020.

The fiscal impact of \$313,559 is a proposed budget surplus for the year ending June 30 2021.

# Attachment:

Proposed Budget for the year ending June 30, 2021

### **RESOLUTION 2020-06**

# A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY TO APPROVE AND ADOPT THE FISCAL YEAR 2020-2021 BUDGET

WHEREAS, the General Manager submitted to the Board of Commissioners ("Commission") of the Victor Valley Wastewater Reclamation Authority ("VVWRA") a proposed budget for the period July 1, 2020, through June 30, 2021, otherwise known as Fiscal Year 2020-2021, and said proposed budget provides details of the proposed revenues, expenditures, and appropriations for VVWRA during Fiscal Year 2020-2021 ("Budget");

WHEREAS, the Commission has duly reviewed and considered the proposed Fiscal Year 2020-2021 Budget with respect to the projected revenues and the proposed expenditures, projects, programs, annual surcharge rate adjustments, and related items accordingly;

WHEREAS, the Commission provided public notice of and held a public hearing on June 18, 2020, on the proposed Fiscal Year 2020-2021 Budget ("Public Hearing");

WHEREAS, at the Public Hearing all public input on the Budget was received and considered by the Commission;

WHEREAS, the Commission believes that it is both appropriate and desirable to address CPI increases for employees at the same time that it considers adoption of the Authority's Budget; and that is consistent with the MOU adopted by the Board with the Employees Association on December 8, 2016;

WHEREAS, the Commission also adopted Resolution 2000-17, which established policies and procedures to determine appropriate employee salaries and to ensure that salaries remain competitive, while retaining fiscal flexibility for the Authority;

WHEREAS, the Commission has determined that it is economically feasible and in the best interest of Authority to adjust employees' salaries by the Consumer Price Index (CPI) as the Authority desires to select, train, and develop well-qualified employees to work for and represent the Authority, and that competitive wages and stability in the work force are both rewarding to the employees and in the best interest of the Authority;

WHEREAS, the Commission for the Authority ("Commission") has carefully considered the steps necessary to establish appropriate salaries and insure the long-term success of the Authority.

# NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:

<u>Section 1.</u> The Budget for Fiscal Year 2020-2021 for the Victor Valley Wastewater Reclamation Authority, a copy of which is attached hereto as Exhibit "A", is hereby approved and adopted, and the amounts of the proposed expenditures are appropriated for the projects, programs, and expenditures specified therein and as currently proposed in the accompanying Capital Improvement Plan spreadsheets, which are subject to future revision by the Board, and;

Section 2. The Commission has determined that it is economically feasible and in the best interest of the Authority to adjust employee salary ranges by the annual Consumer Price Index (CPI). The CPI utilized for this purpose is the annual average for All Urban Consumers for the Los Angeles-Riverside-Orange County area, as published by the Bureau of Labor Statistics, for the 12-month period ending March 31, 2020. The CPI percent change for the year ending March 31, 2020 is 2.3 percent. The adjusted steps and ranges shall be as shown in the attached Exhibit "B".

Section 3. Adoption of Annual Increases. The effective date of salary range adjustments described herein shall be July 1, 2020

<u>Section 4.</u> Execution of Resolution. The Chair of the Commission shall sign this Resolution, and the Secretary of the Commission shall certify that this Resolution was duly and properly adopted by the Commission.

<u>Section 5.</u> Within fifteen (15) days after the adoption of this resolution, the General Manager shall cause a copy of this resolution and the attached budget to be delivered to every member entity of VVWRA.

ADOPTED AND APPROVED this 18th day of June, 2020

Scott Nassif, Chair VVWRA Board of Commissioners

**ATTEST:** 

## **APPROVED AS TO FORM:**

Larry Bird, Secretary VVWRA Board of Commissioners Piero Dallarda of Best Best & Krieger LLP, Counsel VVWRA

# **CERTIFICATION:**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Commissioners held on June 18, 2020.

Kristi Casteel – Clerk of the Board

# EXHIBIT A Resolution 2020-06

Victor Valley Wastewater Reclamation Authority

# Proposed Budget FY 20/21

A Joint Powers Authority



talley · Hesper

**VVWRA** 

Dedication . Integrity

SAN BERNARDINO COUNTY

VVWRA • 20111 Shay Rd., Victorville, CA 92394 • (760) 246-8638 • fax (760) 246-2895



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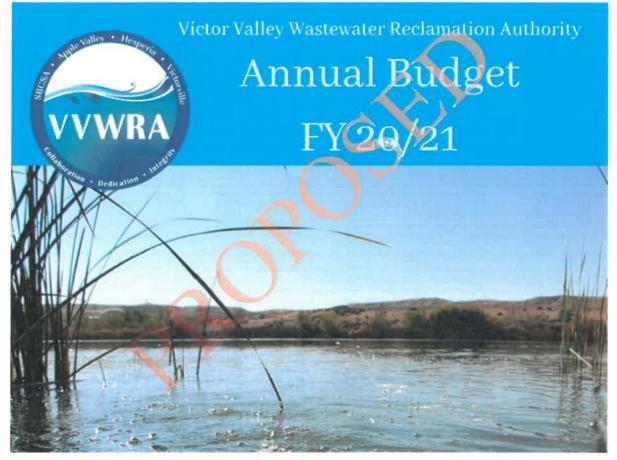
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Victor Valley Wastewater Reclamation Authority A Joint Powers Authority and Public Agency of the State of California 20111 Shay Road, Victorville, CA 92394 Telephone: (760) 246-8638 Fax: (760) 246-2898 e-mail: mail@vvwra.com

# **1 Budget Executive Summary**

# 1.1 General Manager Budget Message



TO THE BOARD OF COMMISSIONERS, MEMBER AGENCIES OF THE VICTOR VALLEY WASTEWATER RECLAMATOIN AUTHORITY: THE TOWN OF APPLE VALLEY, THE CITY OF HESPERIA, THE COUNTY OF SAN BERNARDINO AND THE CITY OF VICTORVILLE, AND REGIONAL STAKEHOLDERS.



On behalf of the Victor Valley Wastewater Reclamation Authority (VVWRA/Authority), I am pleased to present for your consideration our Fiscal Years 2020-2021 Operating and Capital Budget. Preparation for these Budget calculations and supporting documents began on December 2, 2019, my first day as the new General Manager for the VVWRA. One of my first goals was to challenge the management team to develop a balanced, more focused, and comprehensive budget. The team worked diligently together to evaluate the present budget structure to identify shortcomings and ambiguity. We collaboratively identified areas for improvement to provide greater clarity with fewer line items, elimination of line item duplications and more a definitive separation of Department fiscal responsibility.

Past budgets reported operational expenses as one department when in fact there are three key VVWRA staff members who are fiscally responsible for developing their own independent budgets. The Plant Superintendent, Brad Adams, manages 19 staff members, including Operators and Mechanics, who are responsible for the operations of the regional and sub-regional facilities. He is responsible for developing the budget to operate the facilities. The Director of Administration, Robert Coromina, manages 9 employees who perform the environmental compliance, IT and electrical work, human resources, and safety. He works with the Controller, Chieko Keagy, to develop the Administrative budget.

# **VVWRA Mission Statement**

"VVWRA is committed to protecting public health and the environment in the Victor Valley, by providing effective and fiscally responsible wastewater collection, treatment and recycling." In addition to developing two clear internal Departments who are held accountable for effective planning and budgeting, the number of line items was shortened to eliminate a level of granularity that created budgeting difficulties. The management team now has a much clearer understanding of where they have budgeted funds for their regular operations instead of having to dive into multiple layers of line items and codes. The elimination of this complexity allowed the management team to sharpen their pencils on the more general line items this budget year. Each manager was asked to eliminate worst case scenarios from the individual line items and to budget as close to normal expected operating costs for every element of

their budget. They were each given a new line item for contingency that they could draw upon should any out of the ordinary situations arise. This new process eliminated additional funds from many line items that in the past had inflated budget numbers for the unknown situations that sometimes occur.



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# The VVWRA Budget Team



Darron Poulsen General Manager



Brad Adams Plant Superintendent



Robert Coromina Director of Administration



Chieko Keagy Controller During these first six months as the new General Manager the management team and I have worked diligently in collaboration with each other, the Board of Commissioners, and the Member Agencies to build trust and a positive working relationship. We have developed a new Mission Statement and Core Values, that are discussed later in this document in greater detail. The management team is also developed a Model for Efficient Wastewater Utility Management that we will present to the Board in the new FY for their review and comments. The VVWRA staff and the management team have participated in making a culture shift to value every employee equally at a higher level and to put our customers, the Member Agencies, first in all of our decision and planning efforts.

The budget presented to you this June 18, 2020 provides for a surplus in revenues that will be used to fund a new strategy of pay-as-you-go Capital projects. This new budget is moving us closer to our desired debt ratio coverage of 1.2. Last year's budget was a deficit budget with a debt ratio of .76. The budget we are asking you to approve has a 1.16 debt ratio and a surplus budget over \$300,000. Overall operating expenses were lowered almost 3% from last year and we have fully budgeted 12 Capital projects. The team is excited to move forward with our desired plans to better the Authority for the mutual benefit of our Member agencies.

The Victor Valley Wastewater Reclamation Authority is committed to satisfying the new Mission Statement utilizing our new Core Values and Model for Efficient Wastewater Utility Management as the road map to achieving those goals in the coming FY. The Authority strives to maintain transparency, responsiveness and stewardship toward our Board of Commissioners, Member our Agencies, our stakeholders, and our employees. I would like to take this opportunity to the thank the external Finance



Committee made up of financial staff from the Member Agencies and the internal Finance Committee of Commissioners Bird and Lovingood for input on the proposed budget. Special thanks to the Finance staff including Controller, Chieko Keagy, Senior Accountant, Xiwei Wang, and Accountant, Kyle Parker.

**Respectfully Submitted** 

amon Paulien

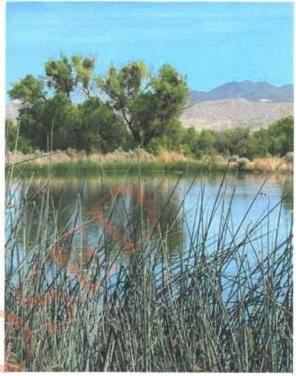
Darron Poulsen VVWRA General Manger

Victor Valley Wastewater Reclamation Authority | | Budget Executive Summary

# 1.2 Overview of Revenue Changes and Analysis

This document includes the budget information for the fiscal year ending June 30, 2021 (hereafter referred to as FY 2021) for Victor Valley Wastewater Reclamation Authority (VVWRA or Authority). This financial plan serves as a policy document, operation guide, and as a means of transparent communication. The budget document is a comprehensive and balanced financial plan that features the analytical elements of a fiscally responsible public Authority. The budget also provides an overview of department operations and relative statistics utilized to measure performance and the achievement of goals. The Authority has developed a thorough table of contents inclusive of six major sections and a glossary that will help the reader locate information.

For FY 2021, the Authority eliminated the Repairs and Replacements Fund and rolled the reoccurring regular operational expenses into the Operations and Maintenance Fund.



VVWRA Percolation Pond

Significant capital assets that need replacement on an as needed basis are now within the Operations and Maintenance Fund as supplemental capital purchases. These assets are not normally critical to operations and can be budgeted only when funds are available. In previous VVWRA budgets small capital projects that could not use restricted connection fee dollars were also located in the Repairs and Replacement Fund. All projects, inclusive of services and assets are now located in the Capital fund and appropriate funding sources are tracked appropriately. VVWRA accounts for these two divisions, Operations and Capital, using enterprise accounting practices and a comprehensive accounting software. The VVWRA conducts its businesses based on an Enterprise Accounting System that is an accrual accounting system, similar to a regular business accounting method, by recording revenues and expenses as incurred instead of recognizing transactions when cash is received or paid.

VVWRA provides wastewater treatment services to four member agencies: City of Victorville, City of Hesperia, Town of Apple Valley, and two areas of San Bernardino County Special Districts. the Authority treats and bills the total wastewater flow from the Member Agencies based on the approved flow allocation per member agency, on average of, 59% from the City of Victorville, 18% from the City of Hesperia, 17% from the Town of Apple Valley, and the remaining 6% from the two areas of San Bernardino County Special Districts. This treatment



process is billed to the Member agencies at a rate of \$4,087 per million gallons of flow based on the percentage of overall flow allocation. Other operating income includes septage processing fees; tipping fees for anaerobically digestible materials, fats, oils, and grease; sludge flow; industrial pretreatment fees; reclaimed water sales; and high strength surcharge fees. The proposed total operating revenue for FY 2021 is projected to be \$17.8 million. After the payment of the debt service the remaining funds available for operating expenses is \$14.3 million.

In addition to the user fee revenues the Authority is also projecting the collection of \$2.3 million of connection fees. Connection fees are collected from the Member Agencies as development impact fees which are paid to the Cities by developers seeking additional capacity and connection to the VVWRA system. The connection fee revenues are based on the connection fee rate \$4,679 per equivalent dwelling unit (EDU) that was effective on April 1, 2020. The use of connection fee revenues is restricted to capital projects that add capacity to the VVWRA assets that deliver, treat, and monitor wastewater. The use of these funds is more clearly stated in the Financial Information Capital Projects section of this document.

# 1.3 Overview of Operational Expenses

VVWRA has submitted a proposed Operating budget of \$17.8 million consisting of \$2.5 million in debt service and \$14.3 million for operations and maintenance expenses. These expenses exclude non-cash items, such as depreciation expense. The Authority predicted the operating revenues and expenses based on the assumption that the Authority will operate both sub-regional plants in Apple Valley and City of Hesperia during the FY 2021. These additional operations add extra expenses, but also add additional revenues from the sale of recycled water. It is always the goal.

Calculated into the operating budget in FY 2021 is the payment of a Notice of Violation (NOV) to the Lahontan Regional Water Quality Board for water quality infractions that occurred as far back as 2008. The final minimum mandatory penalties totaled \$129,000 and were added to the FY 2021 operating budget. Had this expense not been added to the operating budget in the FY 2021 budget there would have been a surplus, but now the budget shows a deficit of \$72,870. This deficit is offset by a one-time revenue of carried over funds from the FY 2020. During the year ending June 30, 2020, the Authority received a retention for the Upper Narrows Emergency Project from the Federal Emergency Management Authority (FEMA) and the California Governor's Office of Emergency Services (Cal OES) of \$1,275,864. This infusion of carried over funds created a surplus of operating revenues of \$1.2 million. These monies were allocated to proposed capital projects detailed in greater detail in the Capital section of the budget document.

These one-time revenues associated with withheld FEMA retention dollars that were received in FY 2020 was one of two pending retention amounts. There is a second pending retention

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amount totaling over \$3.1 million that is still being reviewed. Because these funds have been pending for the previous three years the Authority did not take any action to add them the FY 2021 budget due to the uncertainty of receiving the funds.

Past budgets reported operational expenses as one department when in fact there are three key VVWRA staff members who are fiscally responsible for developing their own independent budgets. The Plant Superintendent, Brad Adams, manages 19 staff members, including Operators and Mechanics, who are responsible for the operations of the regional and sub-regional facilities. He is responsible for developing the budget to operate the facilities. The Director of Administration, Robert Coromina, manages 9 employees who perform the environmental compliance, IT and electrical work, human resources, and safety. He works with the Controller, Chieko Keagy, to develop the Administrative budget.

In addition to developing two clear internal Departments who are held accountable for effective planning and budgeting, the number of line items was shortened to eliminate a level of granularity that created budgeting difficulties. The management team now has a much clearer understanding of where they have budgeted funds for their regular operations instead of having to dive into multiple layers of line items and codes. The elimination of this complexity allowed the management team to sharpen their pencils on the more general line items this budget year. Each manager was asked to eliminate worst case scenarios from the individual line items and to budget as close to normal expected operating costs for every element of their budget. They were each given a new line item for contingency that they could draw upon should any out of the ordinary situations arise. This new process eliminated additional funds from many line items that in the past had inflated budget numbers for the unknown situations that sometimes occur.

# 1.4 Capital Projects Strategy Update

The Authority started a new five-year capital improvement program in FY 2020. Since that

time, a change in the Plant Superintendent and General Manger occurred which lead to an internal strategy discussion on capital project priorities to develop the FY 2021 capital project list. VVWRA staff members from each section Operations and Maintenance, Environmental Compliance and Electrical, Administration and Finance participated in in open discussion on all the previous projects identified over the last three years. During this review, a new pay as you go strategy was detailed to the VVWRA staff by the new General Manager. Further



**Regional Plant Digesters** 

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details on this new Capital Improvement Program (CIP) strategy are detailed in section 6.1 of this budget document.

VVWRA has completed the construction of the two sub-regional treatment plants in the Town of Apple Valley and the City of Hesperia. Starting in FY 2021 these facilities will be delivering recycled water to the Member Agencies where the facilities are located.

A new rate study approved in FY 2020 designed rates to move away from significant debt service for capital projects in the future. The new rates were designed with a pay-as-you-go strategy for capital projects. In the proposed FY 2021 budget all available funds above debt service, operational expense, and mandatory reserves are now being allocated to fund future capital projects. The new capital improvement program (CIP) will now annually use this practice to fully fund or partially fund projects until such time that annual budget allocations reach the level of the proposed project cost.

# 1.5 Debts – SRF Loans

The agency has conducted its financial planning for the next five years, FY 2020 through FY 2024. Following the financial plan, the FY 2021 budget will result in a debt coverage ratio of 1.16, which is 0.04 less than the desired value of a 1.20 ratio as specified in the loan agreements with the State Water Resources Control Board.

Although there are no applicable legal debt limits for VVWRA to adhere to, the agency is challenged with the loan contractual obligation of maintaining the annual debt service reserve for the following year SRF loan payments. Due to these constraints the new rate study was designed to allow for a pay-as-you-go strategy for capital projects with limited future debt service for capital projects.

VVWRA's total debt service for FY 2021 is \$4,882,810. Out of this amount, \$2,749,738 is funded by the user charge revenue, and \$2,133,072 is funded by the connection fee revenue. FY 2021's debt service shows a decrease of \$265,049 from \$5,147,859 in FY 2020. VVWRA's debt service amount will further decrease in future years as the agency continues to pay off debts. Please see the following pages for future loan payments.

Based on the Board consensus to pay back the loans timely, the Board has approved the user fee and connection fee rate adjustments during FY 2020. The new user fee was effective October 1, 2019 that will continue increasing by 8% annually throughout FY 2024. The adjusted connection fee rate was effective December 1, 2019 that will remain effective throughout FY 2024.

The table below represents our debt service payments for the Clean Water State Revolving Fund (SRF) loans. As of July 1, 2020, the agency has seven outstanding loans that are all SRF loans. Their annual repayments are presented in a bar graph at the following page. As a special

district, the agency is not required to maintain a legal debt limit but is required to adhere to the debt coverage clauses.

	VVWRA Annual Debt Service													
Fiscal Year	9.5 MGD Capital Improvements	11 MGD Expansion	North Apple Valley Interceptor	Phase IIIA Regulatory Upgrades		Nanticoke Bypass	Apple Valley Sub-Regional	Hesperia Sub- Regional	Total					
2019	265,049	579,870	258,151	1,027,610	257,745	271,633	1,024,951	1,462,850	5,147,859					
2020	265,049	579,870	258,151	1,027,610	257,745	271,633	1,024,951	1,462,850	5,147,859					
2021		579,870	258,151	1,027,610	257,745	271,633	1,024,951	1,462,850	4,882,810					
2022	-	579,870	258,151	1,027,610	257,745	271,633	1,024,951	1,462,850	4,882,810					
2023	÷.		258,151	1,027,610	257,745	271,633	1,024,951	1,462,850	4,302,940					
2024	-		258,151	1,027,610	257,745	271,633	1,024,951	1,462,850	4,302,940					
2025	-			1,027,610	257,745	271,633	1,024,951	1,462,850	4,044,789					
2026	·•• 2		-	1,027,610	257,745	271,633	1,024.951	1,462,850	4,044,789					
2027				1,027,610	257,745	271,633	1,024,951	1,462,850	4,044,789					
2028	100	4	<u> </u>	1,027,610	257,745	271,633	1.024,951	1,462,850	4,044,789					
2029	-	-	-	1,027,610	257,745	271,633	1,024,951	1,462,850	4,044,789					
2030				1,027,610	257,745	271,633	1,024,951	1,462,850	4,044,789					
2031				1,027,610	257,745	271,633	1.024,951	1,462,850	4,044,789					
2032		2	2	1,027,610	257,745	271,633	1,024,951	1,462,850	4,044,789					
2033					60,393	271,633	1,024,951	1,462,850	2,819,827					
2034			-	200	-	271,633	1,024,951	1,462,850	2,759,434					
2035						271,633	1,024,951	1,462,850	2,759,434					
2036	-	-	-	- /		271,633	1,024,951	1,462,850	2,759,434					
2037				1		271,633	1,024,951	1,462,850	2,759,434					
2038	-		4	-	-	-	1,024,951	1,462,850	2,487,801					
2039	-			-			1,024,951	1,462,850	2,487,801					
2040	-			-	1		1,024,951	1,462,850	2,487,801					
2041			100	1. 1. 1.	-	-	1,024,951	1,462,850	2,487,801					
2042	-	2			-	146	1,024,951	1,462,850	2,487,801					
2043					-		1,024,951	1,462,850	2,487,801					
2044				-		3 <del>0</del> 4	1,024,951	1,462,850	2,487,801					
2045			1				1,024,951	1,462,850	2,487,801					
2046	2	A	1	721	-	1947	1,024,951	1,462,850	2,487,801					
2047							1,024,951	1,462,850	2,487,801					
2048					- 3		1,024,951	1,462,850	2,487,801					
Total	530,098	2,319,480	1,548,906	14,386,540	3,668,823	5,161,027	30,748,530	43,885,500	102,248,904					

After FY 2025 the repayment amount will be lowered to about \$4.0 million and then after FY 2033, the payment amount will become near \$2.8 million. The high repayment amounts will negatively impact both operations and capital projects throughout the years.





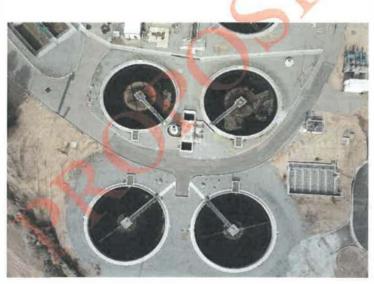
VVWRA has utilized the SRF loans through California State Water Resources Control Board to fund most capital projects. The construction of the projects below was completed during the years before June 30, 2018. The following list shows two years of principal and interest repayments per Operations & Maintenance and Capital Funds.

2021		11 MGD Expansion		North Apple Valley Interceptor		Phase III. Regulators		Rep Narrows Rep Quent Pr 14	Na	nticok e Bypass Project	Ap Re	ple Valley Sub- gional Project		Hesperia Sub-Regional Project		2021 Total
		~			_		1		_		_		_		_	
SRF Loan Amount	\$	11,430,726	\$	4,084,688	\$	15:717.668	S	4,286.380	S	4,459,190	S	26,455,229	S	37,758,385	\$	104,192,266
Annual Payment	\$	579,870	\$	258,151	S	1,027.610	S	257,745	\$	271,633	S	1,024,951	S	1,462,850	S	4,882,810
Payment Date		April 3		February 13 💧		June 30	1	December 31		June 30		February 28		February 28		
			_			1					_		_			
1. Operations		0.00%		0.00%		75.09%		100.00%		75.00%	I	61.00%		61.00%		
Original Loan	S	-	S	1	S	11.788,251	S	4,286,380	\$	3,344,393	5	16,137,690	S	23,032,615	1	
Principal	S		\$	6. I-	S	559,814	S	204,738	S	147,939	\$	473,189	5	675,355	5	2,061,035
Interest	\$		5	And And	8	210,893	5	53,007	S	55,786	5	152,032	S	216.985	S	688,703
Annual Payment	\$	-	S		S	770,707	\$	257,745	S	203,725	S	625,221	S	892,340	S	2,749,738
		6											_			
2. Capital		100.00%	3	100.00%	1	25.00%	Γ	0.00%		25.00%		39.00%	Г	39.00%		
Original Loan	\$	11,430,726	S	4,084,688	S	3,929,417	S	-	S	1,114,798	5	10,317,539	5	14.725.770	1	
Principal	\$	558,956	5	233,872	S	186,605	S	-	5	49,313	5	302,530	5	431,782	S	1,763,058
Interest	S	20,914	\$	24,279	S	70,298	5		S	18,595	S	97,200	\$	138,728	S	370,014
Annual Payment	\$	579,870	\$*	258,151	S	256,903	5	-	S	67,908	\$	399,730	S	570,510	5	2,133,072
Total Principal	\$	558,956	s	233,872	s	746,419	s	204,738	s	197,252	S	775,719	s	1,107,137	\$	3,824,093
Total Interest	-	20,914	S	24,279	s	281,191	s		s	74,381	S	249,232	s	355,713	S	1,058,717
Annual Payment		579,870		258,151	S	1,027,610	S		S	271,633	-	1,024,951	S	1,462,850		4,882,810



FY2020-21 Proposed Annual Budget | INRA

2022		11 MGD Expansion		North Apple Valley Interceptor		Phase IIIA Regulatory Upgrades		ipper Narrows Replacement Project	Na	nticoke Bypass Project		ple Valley Sub- egional Project	:	Hesperia Sub-Regional Project		2022 Total
CDEL 4	•	11 120 80 4		4004 600			-	1 30 4 300			-		-			
	\$	11,430,726	\$	4,084,688		15,717,668	S	4,286,380		4.459,190		26,455,229		37,758,385	S	104,192,266
Annual Payment	\$	579,870	\$	258,151	\$		S	257,745	12	271,633	S	1,024,951	<u> </u>	1,462,850	S	4,882.810
Payment Date		April 3	_	February 13	_	June 30		December 31	_	June 30	L_	February 28		February 28		
1. Operations	-	0.00%	-	0.00%	-	75.00%	<u> </u>	100.00%	<u> </u>	75.00%	<u> </u>	61.00%	<u> </u>	61.00%	r –	
	s	0.0077	s		s	11,788,251	s	4,286,380	s	3,344,393	-	16,137,690	-	23,032,615	i	
Principal			S		S	574,930	s		S	150,750			-	682,108	s	2,094,337
Interest	-	- 1	S	_	S	195,778	-		_	52,975				210,232		655,401
Annual Payment	\$		\$	- e 1	\$	770,708		257,745		203,725	_	625,220	_	892,340		2,749,738
2. Capital	-	100.00%	_	100.00%	-	25.00%	_	0.00%		25.00%		39.00%	-	39.00%	-	
Original Loan	s	11,430,726	s	4,084,688	_	3,929,417	1		s	1,114,798		10,317,539	_	14,725,770		
	_	571,534		239,719	_	191,643	_		S	50,250		305,556		436,100	s	1.794,802
Interest	S	8,336		18,432	_	65,259	_		S	17,658	<u> </u>	94,175		134,410		338,270
Annual Payment	S	579,870		258,151	_	256,902	-	-	S	67,908		399,731		570,510		2,133,072
												1				
Total Principal	\$	571,534	s	239,719	s	766,573	s	208,628	s	201,000	5	783,477	5	1,118,208	s	3,889,139
Total Interest	\$	8,336	\$	18.432	S	261,037	s	49,117	S	70,633	\$		S	344,642	_	993,671
Annual Payment	\$	579.870	s	258,151	s	1,027,610	s	257,745	S	271.633	S	1.024.951	S	1,462,850	S	4,882,810



Regional Secondary Clarifiers



# 1.6 Environmental and Regulatory Changes

Current and future regulations have a significant effect on VVWRA's financial planning. The VVWRA currently operates one regional wastewater plant located in the City of Victorville and two water reclamation plants (WRP) located in the City of Hesperia and the Town of Apple Valley.

VVWRA faces a greater need for capital funding than ever before to pay for new infrastructure, system expansions, renewal, and replacement of existing facilities, as well as to meet increasingly stringent environmental regulations and compliance requirements.

The regional wastewater plant is regulated by both a National Pollutant Discharge Elimination System (NPDES) permit issued under the authority of the Federal Clean Water Act (CWA) and a waste discharge requirements (WDR) issued by the State of California. WDR Permits regulate the WRPs. All three facilities produce disinfected tertiary recycled water available for member agencies' use. Under the NDPES and WDR permits, VVWRA manages several environmental programs.

# Pretreatment program:

The CWA covers non-domestic sources of wastewater that discharge directly to a publicly owned treatment works like the VVWRA. Such discharges may be federally regulated or regulated by VVWRA's pretreatment ordinance, which is enforced by VVWRA in cooperation with member agencies under authority derived from the Federal CWA.

One of the main goals of VVWRA's pretreatment program is to prevent the discharge of pollutants into the member agencies sewer systems, which may interfere with the operation of the VVWRA plants or pass through the system and negatively impact the Mojave river basin including interference with its use or disposal of municipal sludge. The pretreatment program achieves this goal by: identifying regulated industries, conducting facility inspections, issuing wastewater discharge permits, sampling industrial discharges to determine compliance, taking enforcement in response to noncompliance, responding to Member Agencies' requests to perform investigations regarding non-routine discharges, and conducting related public outreach activities.

# Recycled water program:

To augment and optimize its water recycling capabilities, VVWRA has elected to design and construct satellite scalping plants within the wastewater collection system to produce disinfected tertiary recycled water closer to the end-users and thereby minimize overall production and distribution costs. VVWRA is the recycled water program administrator.

Due to the proximity to the former George Air Force base, VVWRA works closely with the Air Force to monitor the plume of pollutants for a superfund site located nearby.

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As federal and state grant funding programs continue to be reduced and/or eliminated, VVWRA continues to focus more attention on planning for the funding of future capital needs and finding alternative sources for capital funding.

# 1.7 Overview Conclusion

FY 2021 shows positive improvement from the FY 2020 deficit budget. During the FY ending June 30, 2020 the VVWRA staff were successful in developing and approving a new user fee structure which included 8% increases in the user fees to the Member Agencies flow rates to the VVWRA regional plant. The Authority staff and the Board also approved an increase in the connection fee rates moving from \$4,000 to \$4,679 per an EDU. These two increases are in line with surrounding agency fees and were fully supported by the VVWRA staff and the Board. These new rates have provided a solid base for the future fiscal planning for the Authority. In the FY 2021 proposed budget the Authority achieved a 1.16 debt ratio up from a .76 debt ratio in FY 2020. The new budget format and more interaction with the staff resulted in a 2.7% decrease in operational expenses. All these factors are proposed to produce a surplus that has been allocated to a new pay-as-you-go CIP strategy. Overall the VVWRA Budget Team is excited to share the fiscal planning for the FY 2021 Budget and looks forward to working with the Board to approve and implement the FY 2021 Budget.

# 2 History and Governance

# 2.1 History of VVWRA

The Victor Valley Wastewater Reclamation Authority was originally formed by the Mojave Water Agency to help meet the requirements of the Federal Clean Water Act and provide wastewater treatment for the region. The original treatment plant, with supporting pipelines and infrastructure, began operating in 1981 to provide tertiary level treatment for up to 4.5 million gallons per day (MGD) for discharge into the Mojave River to replenish the aquifer. The current operations at the regional treatment plant treat 11 MGD. The VVWRA operates as a Special District of the State of California which operates under a Joint Powers Authority (JPA) agreement between the member agencies, the Town of Apple Valley, The City of Hesperia, the County of San Bernardino Service Areas 42 and 63 and the City of Victorville.

Over the years, VVWRA has completed treatment plant upgrades and several capacity increases. The regional treatment plant is currently capable of treating a portion of the flow to a tertiary level and the remaining flow to a secondary level for percolation. A majority of the highly treated wastewater is discharged into the Mojave River Basin, while a smaller quantity is sold to Victorville power plant and American Organics.

In FY 2020 the Authority completed construction on the sub-regional treatment plants in the Town of Apple Valley and the City of Hesperia. These facilities will start full operations in FY 2021 and will treat between .5 and .75 MGD. The effluent recycled water will be sold to the local Member Agency to provide an additional revenue stream and relieve capacity at the regional plant.

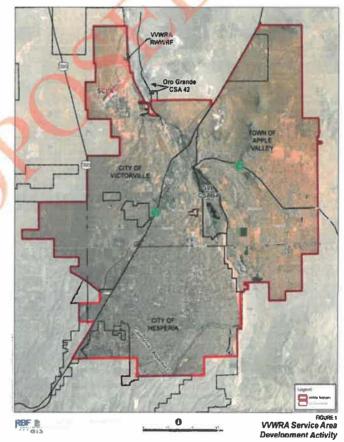


Figure 2-1 VVWRA Service Area

# 2.2 Local Demographics

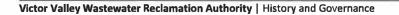
The service area has a population of 297,219 in 2019 with a slow but steady population growth in recent years.

Unemployment in the San Bernardino County is 14.2% in 2010 due to the economic downturn that started in late 2008. The unemployment rate has decreased from 14.2% in 2020 to 3.8% in 2019.

The figures below represent data for the County of San Bernardino based on information from State of California Employment Development Department.



Figure 2-2: Unemployment Rate 16.00% 14.20% 14.00% 13.20% 12.00% 12.00% 10.10% 10.00% 8.10% 7.50% 6.80% 8.00% 5.60% 6.00% 4.00% 3.80% 4.00% 2.00% 0.00% 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019





# 2.3 Description of Governance

VVWRA is a quasi-governmental agency called a Special District of the State of California. It is not regulated by California Public Utilities Commission but governed by a Board of four Commissioners who are publicly elected for a four-year term from each Member Agency. Our affairs are bound by a joint powers agreement between VVWRA and Member Agencies. The board of Commissioners is responsible for approving policies and ordinances in accordance with the purpose detailed in the JPA agreement. These policies and ordinances are then enacted upon and put into practice by the General Manager who is responsible for setting the vision and goals of the organization in collaboration with the Board to achieve the desired outcomes detailed in the Mission Statement of the VWRA.



FY2020-21 Proposed Annual Budget

# 2.4 Board Member Pictures and Agency Names

VVWRA is governed by a four-member Governing Board represented by an elected official from each of the Member Agencies.

# **Board of Commissioners**

As of June 30, 2020



City of Victorville

City of Hesperia

County of San Bernardino

Town of Apple Valley



# **3** Organizational Mission and Structure

# 3.1 Community Involvement and Member Agency Collaboration

As a joint power authority, the VVWRA's primary goal is to provide the essential service of collecting, treating, and recycling wastewater for the benefit of the Member Agencies and the communities they serve. Through the JPA agreement the Board of Commissioners, the VVWRA General Manager and the VVWRA staff strive to set and achieve goals to provide sustainable and cost-effective solutions to deliver these necessary services for the benefit of the communities we all serve. The VVWRA serves an arid region which has historically depleted its groundwater resources. For this reason, the processed wastewater is valued for projects, such as replenishing groundwater, protecting riparian habitat, and generating power plant cooling water. The energy stored in the organic matter delivered in the wastewater can be used to provide heat and power to operate the wastewater treatment plant. Finally, the organic residual resulting from the treatment process can be beneficially reused to amend soil quality and to reduce greenhouse gas emissions

There are two primary concerns that drive the Authority's long-term planning and mission. It is vitally important that the Authority work with the Member agencies to work together to plan for community growth and to monitor the environmental and regulatory requirements that determine the amount of resources required to address issues. Additionally, the industry as a whole is changing with more focus on regional watershed-based decision making.



Hesperia Wastewater Reclamation Plant

Through a series of capital projects, the VVWRA endeavors to achieve the goal of providing sustainable and cost-effective solutions to the surrounding communities. Capital projects such as the sub-regional plants will allow VVWRA to have sufficient wastewater flow to provide reclaimed water locally and reduce sewage in our over-capacity interceptors. These sub-regional facilities represent a positive first step in the long-term planning to achieve the overall goals of the Authority and improving the overall customer service to the Member Agencies. The sub-regional

treatment plants will produce recycled water a vital and cost-effective resource in this arid region. Another benefit of locating the sub-regional plants farther up the watershed in the vicinity of residential areas will result in saving the subsequent energy costs of pumping the recycled water back to the recycled water users from the regional plant.



The VVWRA plays a vital role in the region to protect public health, producing recycled water for irrigation use and recharge of the aquifer, and sustaining a part of the local Mojave River habitat.

# 3.2 VVWRA Mission Statement

As the construction of Sub-regional plants was completed during the FY 2018, VVWRA's SRF loans became due in February 2019 (one year after the completion of the construction of the project). The Board has discussed a long-term strategy to pay back these loans timely; the consensus indicates the need for the proper rate adjustments of user charge fees and connection fees. As these loan payments affect both funds, Operations (Fund 01) and Construction (Fund 09), the rate consideration involves both user charge fees (for the Fund 01) and connection fees (for the Fund 09). In FY 2020, the user charge fee will increase by 8%, from \$3,503 per million gallons (MG) to \$3,783 per MG; in addition, the connection fee will increase by 17%, from \$4,000 per equivalent dwelling unit (EDU) to \$4,679 per EDU. The increase of fees is intended to ensure that VVWRA remain in compliance with its debt coverage ratio of 1.20 and to have sufficient cash reserve for repayments as required by the loan covenants.

# **VVWRA Mission Statement**

"VVWRA is committed to protecting public health and the environment in the Victor Valley by providing effective and fiscally responsible wastewater collection, treatment and recycling."

# 3.3 VVWRA Core Values

As a public agency, VVWRA has a responsibility to its member agencies and the communities they serve to strive to achieve the vision detailed in the mission statement. The mission statement provides purpose and guidance to the organization, but in order to achieve the desired vision it is imperative that core values be instilled to help align the organization to a common purpose and the achievement of common goals. VVWRA operates with three Core Values:



Victor Valley Wastewater Reclamation Authority | Organizational Mission and Structure



## Collaboration

VVWRA focuses on building and supporting teamwork. By working together, we can support our staff and partners in the fulfillment of the respective visions. The value to the organization it to educate staff to distinguish between cooperation and collaboration. Cooperation is a group of staff working together with a different set of goals, while collaboration is everyone working together towards a common goal.

## Dedication

Dedication is a quality we look for in our staff. As an organization, we are dedicated to working with our Member Agencies to create a symbiotic relationship which benefits us all. To meet this value, we must cultivate an environment which generates passion, loyalty, and a shared vision. By being dedicated to our purpose, we can ensure the positive future for the communities and residents we serve.

## Integrity

Integrity is a term that carries a lot of weight. This is a quality of having strong moral principles and ethical conduct. It carries with it a sense of accountability to our Member Agencies. Honesty, forthright- ness, and doing the right thing for the right reasons all define integrity. It is of the utmost importance to hold ourselves to this standard if we are to request it of others.

# 3.4 VVWRA Model for Efficient Wastewater Utility Management



In the application of the core values, VVWRA has adopted ten operational attributes to operate and manage the Authority in an effective and efficient manner. These attributes describe desired outcomes that are applicable to the mission and goals of VVWRA. They comprise a comprehensive framework related to operations, infrastructure, customer satisfaction, effective leadership, employee valuation, financial responsibility, sustainability, and natural resource stewardship. VVWRA's attributes of an effective managed utility include:

## **Regulatory Compliance**

VVWRA's core mission is to protect public health and the environment for our communities by providing high-quality wastewater-treatment services in an effective, efficient, and responsive manner, we fulfill this mission by producing tertiary treated effluent and biosolids that meets or exceeds regulatory requirements.

#### **Member Agency Support and Satisfaction**

VVWRA seeks to provide reliable, responsive, and affordable services in line with the service levels as set by our Member Agencies. VVWRA will strive to be a resource and positive partner with the Member Agencies in how we communicate and perform outreach, how we operate and sustain facilities for our Member Agencies needs and how we collaboratively plan our capital projects with our Member Agencies to meet the growing needs of our region.

Outreach and Communications - Working in collaboration with the Member Agencies,



VVWRA will utilize a mix of evolving communication technologies to convey common messaging in support of our mutual goals. The messaging and outreach from VVWRA will seek to focus on regional matters that impact VVWRA and its Member Agencies. All messaging will emphasize VVWRA's role and services to the Member Agencies and the communities we serve. VVWRA and the Member Agencies will actively promote and appreciation of the value of wastewater services and water's role in the social, economic, public, and environmental health of the community.



**Operational Support** - VVWRA will support operational needs bv sustaining and operating vital waste disposal facilities for sewer and storm water operations performed by the operational units of the Member Agencies. Other Member agency desired services that VVWRA will operating include receiving local septage fats, oils, and grease (FOG) hauler materials. As demand for these services grows. VVWRA will be mindful to plan accordingly to assure the long-term sustainability and growth of the facilities necessary to

process these materials that are in line with the desires of the Member Agencies. Another significant and important service is the delivery of recycled water. VVWRA will work diligently to assure a reliable delivery of recycled water for the benefit of the Member Agencies and to assure regulatory requirements are met. The Authority will strive to sustain a collaborative

Victor Valley Wastewater Reclamation Authority | Organizational Mission and Structure



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approach to the Member Agency needs and regularly seek feedback for the benefit of VVWRA and the Member Agencies.

*Capital Project Planning* – VVWRA will actively engage and seek input from the Member Agencies in all capital and development projects that will affect VVWRA facilities and Member Agency collection systems. Regular communication and positive working relationships will be sustained to improve working relationships where VVWRA and Member Agencies openly share and collaborate on projects for their mutual benefit and the benefit of the communities we serve.

#### **Financial Responsibility and Transparency**

VVWRA understands and plans for the full life-cycle cost of utility operations through an open and transparent budgeting process and the development of a comprehensive Capital Improvement Program. All staff members will value and follow necessary purchasing policies as



dictated by the VVWRA Board to assure the highest levels of operational and financial integrity. VVWRA staff will make every effort to establish and maintain an effective balance between long-term debt, asset values, operations and maintenance expenditures, and operating revenues. The development of rates will seek to be consistent with Member Agency expectations and acceptability, but adequate to recover operational costs, provide for reserves, and plan and invest for future capital needs. With Board support and approval, staff will always seek funding sources

to keep operational and capital costs down. A strong emphasis by VVWRA staff and consultants will be put towards acquiring grants and seeking smart public or private partnerships to help fund projects which will be presented to the Board for final approval. As part of the VVWRA commitment to fiscal responsibility staff will strive to sustain the necessary debt coverage requirements and annually report in the budget the Government Finance Officers Association (GFOA) required information. All efforts will be done in an open and transparent process in accordance with policies established by the Board.

## **Operational Optimization**

By optimizing operations, VVWRA staff, ensures reliable, sustainable, and cost-effective performance in their service to public health and environmental protection. This is accomplished through the effective use of data acquired from automated and smart systems and performance monitoring of processes. VVWRA's highly technical staff is up to date on regulatory trends and technological developments in our industry, which make it possible to anticipate and support timely adoption of process improvements and





expansions.

## **Employee and Leadership Development**

VVWRA recruits, develops, and retains a workforce that is competent, self-motivated and safety-focused. Employee development establishes an organization dedicated to continual learning, improvement, and innovation. Ensures employee institutional knowledge is retained, transferred, and improved upon over time. VVWRA understands the need for an effective, goal driven management staff and emphasizes and invests in opportunities for professional and leadership development. Employees at VVWRA are dedicated to delivering high level performance and are always looking for opportunities to expand their knowledge and/or improve their abilities to ensure this goal is met.

#### **One Team One Vision**

It is essential that all VVWRA staff members are dedicated to the effective and efficient operation of VVWRA facilities for the benefit of our Member Agencies, our staff, and the communities we serve. Every person plays a role in achieving this goal and, as such, all positions are equally valued and important. From the General Manager to the newest intern it is imperative that staff know and understand their job expectations and the priority of goals for the organization. The workload to achieve the desired goals of VWRA and the Member Agencies is the responsibility of every staff member. To achieve the highest levels of effectiveness and efficiency, it is imperative that all staff members are committed to the Core Values. There must be a common level of dedication to work together as a team to achieve goals, to achieve proper levels of operation, and to achieve the highest levels of customer service to our Member Agencies, to our staff and with the priorities and goals of the VVWRA and the Member Agencies.



Victor Valley Wastewater Reclamation Authority | Organizational Mission and Structure



# Asset Management and Strategic Capital Planning

VVWRA is committed to a sound Asset Management and Strategic Capital Planning process. We make sure that planned maintenance can be conducted and capital assets (pumps, motors, pipes, etc.) can be repaired, replaced, or upgraded on time and on budget. The VVWRA has put in place best practices to manage infrastructure capital assets and minimize the total cost of owning and operating these assets while delivering the desired service levels.

## **Commitment to Excellence**

VVWRA's commitment to excellence is shown in how we manage operations, infrastructure, and investments to support the economic, environmental and health of its community. By reviewing the relevance of operating procedures, performing in depth, staff driven and third party training, and investing in our employee improvement program VVWRA shows our dedication to employing the highest level staff and providing the most productive and enjoyable work environment. Collaboration with partners such as public and private utilities, vendors, local governments, and regulatory bodies we provide an effort to efficiently and cost effectively complete projects or overcome challenges faced by VVWRA, its member agencies and/or the environment. Spreading the message, the collaboration, dedication, and integrity through posts on social media, industry publications, and internal newsletters shows VVWRA's commitment to these core values.

#### Sustainability Focus

VVWRA has established several sustainability goals that reflect our community priorities:

- Reduce energy cost: we routinely invest in more energy efficient equipment or explore operational changes that can enhance energy optimization
- Preserve critical ecological areas like the Mojave River: Our effluent meets the most stringent regulatory requirements and we work with other regional agencies to reduce nutrient loadings to the regional watershed.
- Ensure a sustainable workforce: VVWRA has implemented steps to ensure a safe workplace, knowledge retention, and incorporating new knowledge through training.

## Communication to Assure Stakeholder Understanding and Support

Communication and trust play an essential role in the success of this model for effective wastewater utility management. Positive and honest communication between VVWRA staff and the Board, between operational teams at VVWRA and the Member Agencies and internal communication within VVWRA are necessary to assure the clarity of goals and expectations. Effective communication is an integral element of success within an organization; it promotes team building, increases innovation, increases efficiency, and loyalty. VVWRA staff will seek to utilize positive and effective communication practices to assure that ideas, thoughts, knowledge, and information are shared to assure the purpose of the communication is fulfilled in the best possible manner. Communicated information will be confirmed by the



sender to assure the receiver has properly interpreted the message to assure the best possible outcome. These positive communication principles will be practiced by VVWRA staff to assure Member Agencies and internal staff have a strong understanding of the goals and expectations of the organization. The communication will focus on building trust to gain support for the necessary actions to best serve the Member Agencies and the customers we serve.

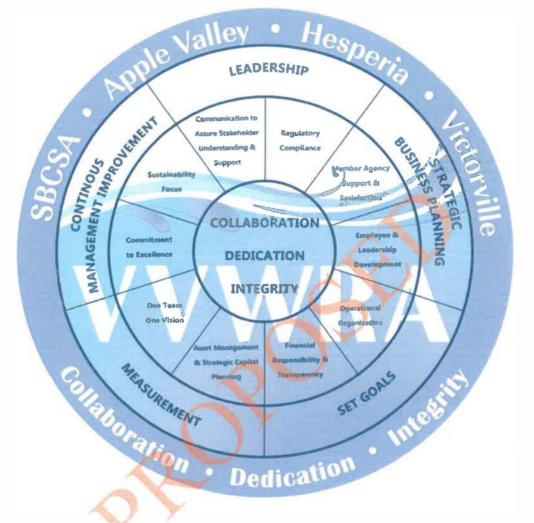


#### **Keys to Management Success**

The keys to management success at VVWRA represent frequently used management approaches that help managers be positively impactful in their roles to represent and apply the core values to achieve the attributes of an effective wastewater utility. They create a supportive framework for a utility as it works towards the outcomes outlined in the attributes. Change starts at the top and it is a requirement of VVWRA leaders that they strive to improve the Authority's operations through their effective leadership. The Keys to Management Success are as follows:

#### Leadership

The goals of a leader must be focused on the overall health and success of the organization. We must provide motivation, inspiration, and an environment of trust. We use these skills to impart a sense of importance and understanding to our Managers and staff. One inevitable fact of leadership is, we set the example, and as such must endeavor to practice our core values without compromise. We do this by demonstrating an unwavering resolve in our all our actions and decision making. We must hold ourselves accountable and allow others to do the same. We must allow others to succeed and plan for the future while being the champions for the organization. We not only provide the vision for the organization but develop the culture in which we operate. We must plan for our future while providing for our present. By demonstrating a high level of integrity in all our actions, we set the standard for all internal and external stakeholder interactions and expectations. We have a responsibility to our staff to insure we are providing the environment and tools they need to accomplish our organizational goals. Furthermore, we have a responsibility to our Member Agencies to provide reliable



service and sound fiscal responsibility through transparency and open communication.

As the leaders we must maintain a level of excellence in our day to day operations and understand that these ideals must carry over to our partners. We must show that our Member Agency's goals are just as important as our own. We demonstrate this by building a partnership with them through collaboration and dedication to a shared vision.

## **Strategic Business Planning**

Strategic business planning directs and helps to achieve balance and cohesion across the EUWM ten attributes of an effectively managed utility. A VVWRA strategic business planning will provide a framework for decision making by:

• Assessing current conditions and conducting a strengths, weaknesses, opportunities, and threats (SWOT) analysis;

- Characterizing a range of possible and likely future conditions that may occur based regulatory requirements, deteriorating infrastructure, and growth
- Assessing underlying causes and effects of future conditions
- Establishing goals, vision, objectives, strategies, and underlying organizational values to overcome these future operational conditions.



The EWUM model will provide a platform to develop a successful strategic business planning strategy process that will be dynamic and adaptable, allowing VVWRA to capitalize on new and emerging opportunities. It will be made more robust by engaging with Board, Member Agencies, and staff. VVWRA will utilize a strong planning procedure that will identify specific implementation steps that will move operations from its current level of performance to achieving its vision.

VVVWRA staff will regularly deploy strategic planning principles to take a longer-term view of organizational goals and operations and establish a clear vision and mission. Planning efforts will be driven by clearly communicated objectives, measurement efforts, financial viability, and operational priority. Carefully developed strategic plans will clearly define cur- rent conditions, goals, and specific directives to staff to stimulate change, and increase engagement and support for improvement efforts.

## **Goal Setting**

Goal setting is an important part of establishing a successful model for Efficient Wastewater Utility Management (EWUM). SMART Goals which are specific, measurable, attainable, realistic, and timely are necessary to define a clear vision of the target goal and the path to attain them. Goals encourage people to think about the meaning of their work and how it connects directly to the bigger picture. VVWRA will regularly set short- and long- term SMART goals to help achieve the desired goals of the Board, the staff and



Victor Valley Wastewater Reclamation Authority | Organizational Mission and Structure

VV WRA

Member Agencies. These goals will be properly developed and communicated to the staff to provide focus and direction to help individuals stay on track and accountable for delivering the necessary efforts they are responsible for to achieve the goal. VVWRA will focus on being a Get-It-Done organization by assuring goals are properly developed, measured and delivered in a timely manner.

# Measurement

"If you can't measure it, you can't improve it."

# Peter Drucker

VVWRA has put in place a performance measurement system to track key performance indicators. VVWRA has identified areas in which to improve its operational reliability and efficiency; financial policies and procedures; and capital improvement plans. Part of our ongoing effort is to track those improvements and make sure that when change occurs that it is incorporated into our organizational structure. Benchmarking is a measurement tool used to track the Authority's progress towards achieving its goals. The process encourages transparency, innovation, and accountability.

We rely on AWWA Utility Benchmarking tool to measure VVWRA's performance and given our increasing role as a part of the broader water solution locally and statewide, we follow the three actions set forth by the California Water Plan Update of 2005.

- Use water efficiently
- Protect water quality
- Manage water in ways that protect and restore the environment

VVWRA is actively pursuing these three goals within its service areas and within its organizational culture. To attain these goals, the Capital Improvement Plan (CIP) includes three elements in each project to improve and meet the capacity, the proper performance efficiency and the regulatory needs for wastewater treatment for its Member Agencies. As any good steward of our limited resources would do, we regularly conduct benchmarking analysis to identify areas where VVWRA could improve its operation. The primary objective is to create a performance measurement system to evaluate and improve the Authority's operational efficiency. Four indicators were chosen and are tracked which provide a broad perspective on the operational efficiency of VVWRA, these include:

• Sewer Overflow Rate: the purpose of this indicator is to provide "...a measure of collection system piping condition and the effectiveness of routine maintenance by quantifying the number of sewer overflows per 100 miles of collection

piping."

- Million Gallons per Day (MGD) of Wastewater Processed per Employee: This is a measure of employee productivity and includes all staff.
- Operations and Maintenance Cost per Million Gallons Processed: This represents the total operations and maintenance costs (without depreciation) divided by the volume processed during the year.
- Debt Ratio: It quantifies the utilities level of indebtedness.

#### **Continual Improvement Management**

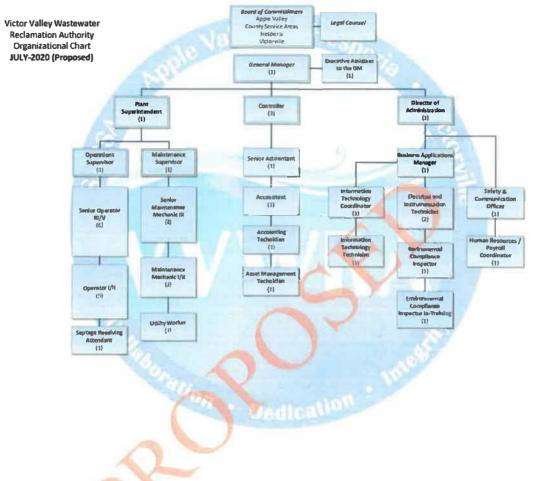
Continual improvement management falls into two categories at VVWRA; Capital Improvement and Employee Improvement. Managing of capital improvements include the determination of necessary improvements to critical infrastructure, assessing treatment process performance and efficiency, and evaluation of new technologies. On-site training, establishing "SMART" goals, regular evaluations, SOP audits and internal analysis and when appropriate external benchmarking, are some of the continual improvement tools used by VVWRA regarding employee improvement.

Continual improvements to VVWRA infrastructure and processes play a central role in effective utility management and are necessary to ensure proper treatment and to maintain regulatory compliance. To ensure treatment goals are always met, VVWRA defines roles and responsibilities to staff members at all levels to derive clear accountability for conducting condition and performance assessments. During evaluation of improvements we look at the feasibility of current assets meeting future process goals and objectives, consulting with experts when necessary, and the return on investment potential of new technologies. Adherence to VVWRA's procurement policy, efficient budgeting practices, the seeking of grants and other sources of funding, not only ensure timely implementation of these upgrades, but shows VVWRA's devotion to the responsible use of public funds.

VVWRA is committed to the personal and professional growth of all employees. VVWRA utilizes regular evaluations of employees, setting of realistic and attainable performance goals. VVWRA's management team assesses the effectiveness of management processes, techniques, and best practices which they frequently review to develop a continually improving yet constant work environment. VVWRA invests in employee improvement. Funding of higher education, access to industry seminars, comprehensive trainings, and incentives for certification achievements are policy and work practices that VVWRA provides to staff to help develop their "best self."

Whether improvements are for upgrading infrastructure or for betterment of personnel; VVWRA's core values of collaboration, dedication, and integrity are the driving force behind the procedures and activities that allow VVWRA to produce the highest-level staff, provide the most satisfying, up to date, and productive workplace. These things allow VVWRA to fulfill our obligations to our member agencies, regulatory bodies, rate payers and the environment.

# 3.5 Organizational Chart



# 3.6 Budgeted Positions Administration Positions

	FISCAL YEAR ENDING JUNE 30						
DESCRIPTION	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021		
General Manager	1	1	1	1	1		
Director of Administration	1	1	1	1	1		
Director of Finance	1	1	0	0	0		



DESCRIPTION	FI	SCAL YE.	AR ENDI	NG HINE	30
DESCRIPTION		INCOME TRA		and being	
Controller	0	0	1	1	1
Accounting Supervisor	1	1	0	0	0
Construction & Energy Efficiency Manager	1	0	0	0	0
Project Construction Manager	0	1	1	1	0
Administrative Aide	1	0	0	0	0
Asset Management Technician	0	0	1	1	1
Business Applications Manager	0	0	1	1	1
EC/IT Supervisor	0	Y	0	0	0
IT/Env Comp Supervisor		0	0	0	0
Accountant	1	1	1	1	1
Account Technician	1	1	0	0	1
Electrical / Instrumentation Tech I	1	0	0	0	2
Electrical / Instrumentation Tech II	1	0	0	1	0
Electrical / Instrumentation Tech III	0	0	1	1	0
Electrical / Instrumentation Tech IV	1	1	0	0	0
Environmental Compliance Technician	0	0	0	0	1
Environmental Compliance Inspector	1	1	1	1	1
Executive Assistant to the GM	0	0	0	0	1

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DESCRIPTION	FI	SCAL YE	AR ENDI	NG JUNE	. 30
Human Resource/Payroll Coordinator	1	1	1	1	1
Information Technology Coordinator	1	1	1	1	1
Information Technology Technician	1	0	1	1	1
IT Supervisor	0	0	0	0	0
Lead Environmental Compliance Inspector	0	0	0	0	0
O&M Clerk	1	0	0	0	0
Safety & Communication Officer	1		1	1	1
Secretary - GM/Board	1	T	1	1	0
Senior Accountant	0	0	1	1	1
Total Positions - Administration	719	14	15	16	17

# **Operations**

	FISCAL YEAR ENDING JUNE 30					
DESCRIPTION	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	
Director of Operations	1	1	0	0	0	
Plant Superintendent	0	0	0	0	1	
Operations/Maintenance Manager	0	0	1	1	0	
Operations & Maintenance Supervisor	1	1	0	0	1	

Victor Valley Wastewater Reclamation Authority | | Organizational Mission and Structure



DESCRIPTION	FI	SCAL YE/	AR ENDI	NG JUNE	30
Lab & Environmental Compliance Supervisor	1	0	0	0	0
Lab Tech I	2	0	0	0	0
Lab Tech II	0	0	0	0	0
Lead Operator	1	1	1	1	0
Operator-in-Training	2	1	0	0	0
Operator I/II	4	4	4	6	5
Operator III	6	0	0	0	0
Operator III/V	0	5	6	6	6
Septage Receiving Attendant	32	1	1	1	1
Total Positions - Operations	19	14	13	15	14

# Maintenance

	FISCAL YEAR ENDING JUNE 30					
DESCRIPTION	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	
Maintenance Supervisor	1	0	0	0	1	
Lead Mechanic	0	1	1	1	0	
Maintenance Mechanic	0	1	0	5	0	
Maintenance Mechanic in Training	3	3	3	0	0	

Victor Valley Wastewater Reclamation Authority | Organizational Mission and Structure

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Maintenance Planner	1	0	0	0	0
Mechanical Tech I/II	1	0	1	0	2
Mechanical Tech III	2	0	1	1	0
Maintenance Mechanic III	0	0	0	0	2
Utility Worker II	1	1	1	1	1
Total Positions – Maintenance	9	6	7	8	6

Victor Valley Wastewater Reclamation Authority | | Organizational Mission and Structure

# **4 Department Overview and Performance Measures**

# 4.1 Operations and Maintenance Department Overview

A significant goal of the Operations Department is to protect the environment, wildlife and recreational uses of the Mojave River and Downstream Mojave River Basin by cost-effectively treating the incoming wastewater to the highest levels so it can be returned to the environment as compliant recycled water. The Operations department provides high-quality treated effluent that complies with all local, State, and Federal requirements. To assure this compliance and to track the long term attainment of compliance and performance the Operations Department monitors a number of pertinent statistics.

Fiscal Year Ending June 30					
FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	
98.50%	99.00%	99.07%	98.78%	98.32%	
99.40%	99.50%	99.45%	99.46%	99.34%	
98.50%	99.20%	99.54%	99.51%	N/A	
5					
1,613.97	1,889.44	1401.40	2,385.33	2,198.26	
3,921.47	4,820.55	3,879.10	3,948.56	4,038.43	
10.72	10.49	10.63	10.52	10.73	
3.921.47	4,820.55	3,879.10	3,948.56	4,038.43	
6.54	6.82	7.07	6.27	6.79	
214.66	160.78	54.8	18.76	19.68	
	98.50% 99.40% 98.50% 1,613.97 3,921.47 10.72 3.921.47 6.54	FY 2015       FY 2016         98.50%       99.00%         99.40%       99.50%         98.50%       99.20%         1,613.97       1,889.44         3,921.47       4,820.55         10.72       10.49         3.921.47       4,820.55         6.54       6.82	FY 2015FY 2016FY 201798.50%99.00%99.07%99.40%99.50%99.45%98.50%99.20%99.54%1,613.971,889.441401.403,921.474,820.553,879.1010.7210.4910.633.921.474,820.553,879.106.546.827.07	FY 2015FY 2016FY 2017FY 201898.50%99.00%99.07%98.78%99.40%99.50%99.45%99.46%98.50%99.20%99.54%99.51%1,613.971,889.441401.402,385.333,921.474,820.553,879.103,948.5610.7210.4910.6310.523.921.474,820.553,879.103,948.566.546.827.076.27	

The following data shows the performance level during the last five years.

Notes:

Removal Efficiency:

Removal efficiency refers to the average removal of biochemical oxygen demand, total suspended solids and ammonia nitrogen in the overall treatment of wastewater.

Wastewater Processing:

Victor Valley Wastewater Reclamation Authority | Department Overview and Performance Measures



VVWRA uses percolation ponds for disposal of secondary effluent which allow the water to slowly seep into the soil. Tertiary treatment is the final level of treatment before the treated wastewater is discharged into the Mojave River.

Miscellaneous Operations:

- VVWRA operates a septage receiving facility, where local haulers may dispose their waste at the facility for a fee.
- Recycled water is provided to neighboring American Organics and the High Desert Power Plant for cooling water.

The goal of the Maintenance department is to provide the top quality, cost-effective services that are required to operate VVWRA's treatment facilities, lift stations, and collection system. Maintenance is also responsible for maintaining a fleet of standard vehicles, heavy equipment, off road vehicles, and golf carts. VVWRA has just under 200 million dollars of capital assets. Using a preventive maintenance approach to maintaining these assets, staff greatly reduces the higher costs of reactive repairs.



Assets Management Trend FY 2019

Preventive Maintenance Reactive Maintenance

Preventive maintenance: Planned maintenance, also referred to as scheduled maintenance, is a proactive strategy where maintenance and inspections of equipment and other assets are scheduled at regular intervals to ensure that equipment is operating correctly so as to minimize breakdown and downtime levels.

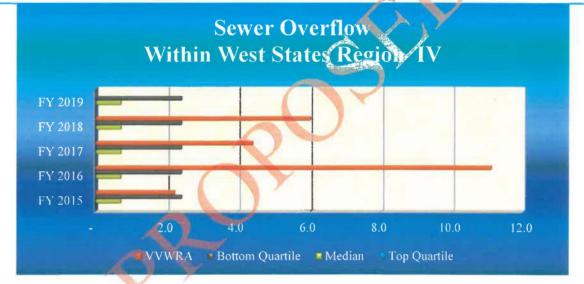
Reactive maintenance: Often referred to as breakdown maintenance or corrective maintenance, is very much a reactive strategy where repairs are performed at the point when equipment fails. This maintenance results in unplanned downtime and damaged equipment.

# 4.2 Operational Statistics Benchmarked Against Industry

The sewer overflow rate is an indicator that tracks the condition and the effectiveness of the maintenance of the wastewater collection system.

VVWRA had no spill during year ended June 30, 2019. VVWRA places at the top quartile both in the West States and nationally.

	Sewer Overflow-West States Region IV Benchmark						
	Top Quartile	Median	Bottom Quartile	VVWRA			
FY 2019	0.60	1.30	3.00	0.00			
FY 2018	0.60	1.30	3.00	6.00			
FY 2017	Data Not Available	0.70	2.40	4.40			
FY 2016	Data Not Available	0.70	2.40	11.10			
FY 2015	Data Not Available	0.70	2.40	2.20			



Source: 2019 American Water Works Association Benchmarking analysis

FY = Fiscal Year ended June 30

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	Sewer Overflow-National Benchmark						
	Top Quartile	Median	Bottom Quartile	VVWRA			
FY 2019	0.90	1.40	3.50	0.00			
FY 2018	0.90	1.40	3.50	6.00			
FY 2017	0.70	2.20	3.30	4.40			
FY 2016	0.70	2.20	3.30	11.10			
FY 2015	0.70	2.20	3.30	2.20			



Source: 2019 American Water Works Association Benchmarking analysis FY = Fiscal Year ended June 30

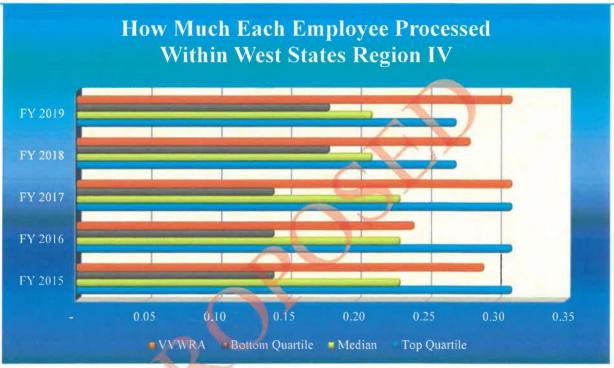
# How Much Each Employee Processed

The quantity of wastewater processed by each employee has decreased from 0.29 million gallons per day (MGD) in FY 2015 to 0.24 MGD in FY 2016 and increased back to 0.31 MGD in FY 2019. The total amount of wastewater that VVWRA has processed has decreased by 7%, from 4,171 MG in FY 2015 to 3,864 MG in FY 2019. The total number of employees that VVWRA employed has also decreased as well by 13%, from 39 to 34 during the comparative period per CAFR's.

Compared to West States Region IV, VVWRA has almost continuously remained at the top quartile since FY 2015. Compared nationally, the quantity of wastewater processed by each employee has surpassed the median since FY 2015.

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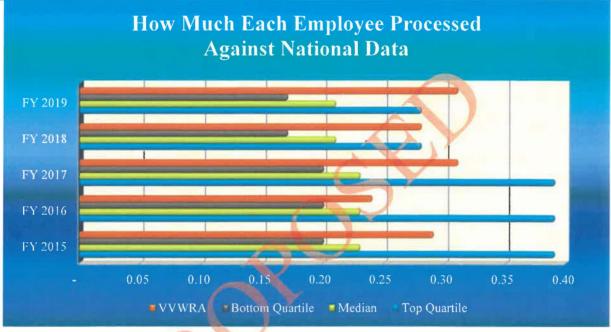
Н	How Much Each Employee Processed-West States Region IV Benchmark						
	Top Quartile	Median	Bottom Quartile	VVWRA			
FY 2019	0.29	0.23	0.16	0.31			
FY 2018	0.29	0.23	0.16	0.28			
FY 2017	0.31	0.23	0.14	0.31			
FY 2016	0.31	0.23	0.14	0.24			
FY 2015	0.31	0.23	0.14	0.29			



Source: 2019 American Water Works Association Benchmarking analysis

FY = Fiscal Year ended June 30

	How Much Each Employee Processed-National Benchmark							
	Top Quartile	Median	Bottom Quartile	VVWRA				
FY 2019	0.28	0.21	0.17	0.31				
FY 2018	0.28	0.21	0.17	0.28				
FY 2017	0.39	0.23	0.20	0.31				
FY 2016	0.39	0.23	0.20	0.24				
FY 2015	0.39	0.23	0.20	0.29				



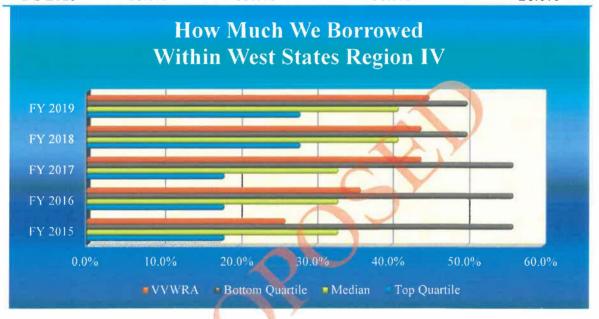
Source: 2019 American Water Works Association Benchmarking analysis FY = Fiscal Year ended June 30

# How Much VVWRA Borrowed

When you compare what you owe (liabilities) to what you have (assets), you will obtain a debt ratio. This ratio can be used to measure the health of a business. Lower value of the debt ratio is favorable and a higher value indicates that a higher portion of the organization's assets are claimed by its creditors which means there is a higher risk in operation since the entity would find it difficult to obtain loans for new projects. VVWRA's debt ratio has increased from 26.00% in FY 2015 to 45.00% in FY 2019 due to the increase in the amount of State Revolving Fund loans for the construction projects.

VVWRA is ranked on between the medium and bottom quartile of the West States Region IV in from FY 2015 to FY 2019. Compared nationally, VVWRA is ranked between median and bottom quartiles for the same period.

How Much We Borrowed-West States Region IV Benchmark					
	Top Quartile	Median	Bottom Quartile	VVWRA	
FY 2019	28.0%	41.0%	50.0%	45.0%	
FY 2018	28.0%	41.0%	50.0%	44.0%	
FY 2017	18.0%	33.0%	56.0%	44.0%	
FY 2016	18.0%	33.0%	56.0%	36.0%	
FY 2015	18.0%	33.0%	56.0%	26.0%	



Source: 2019 American Water Works Association Benchmarking analysis

FY = Fiscal Year ended June 30

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	Top Quartile	Median	Bottom Quartile	VVWRA
FY 2019	29.0%	42.0%	48.0%	45.00%
FY 2018	29.0%	42.0%	48.0%	44.00%
FY 2017	Data Not Available	22.0%	Data Not Available	44.00%
FY 2016	Data Not Available	22.0%	Data Not Available	36.00%
FY 2015	Data Not Available	22.0%	Data Not Available	26.00%

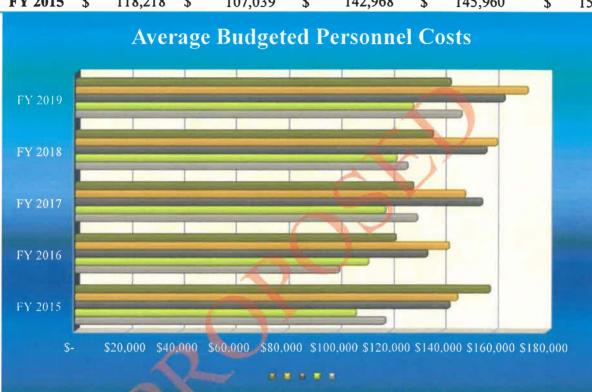


Source: 2019 American Water Works Association Benchmarking analysis FY = Fiscal Year ended June 30

# Average Budgeted Personnel Cost

Average budgeted personnel cost indicates the cost-effectiveness of an agency's overall personnel budget. Such an indicator is calculated by dividing the total budgeted personnel costs by the total budgeted number of employees for a fiscal year. VVWRA's average budgeted personnel costs have improved from median to the low end compared to other wastewater treatment agencies with similar size in the Southern California.

	Average Budgeted Personnel Cost									
	V	VWRA	A	rrowhead	E	ncina WA	Le	eucadia WD	Big	Bear RWA
FY 2019	\$	147,403	\$	128,841	\$	163,731	\$	172,493	\$	143,344
FY 2018	\$	126,681	\$	122,463	\$	156,933	\$	161,137	\$	136,475
FY 2017	\$	130,464	\$	118,190	\$	155,394	\$	148,888	\$	128,896
FY 2016	\$	100,670	\$	111,767	\$	134,317	\$	142,734	\$	122,160
FY 2015	\$	118,218	\$	107,039	\$	142,968	\$	145,960	\$	158,417

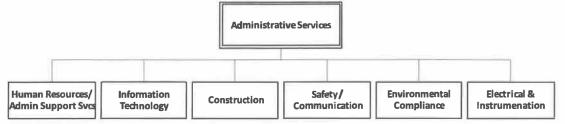


Source: 2019 American Water Works Association Benchmarking analysis FY = Fiscal Year ended June 30

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# 4.3 Administrative Department Overview and Statistics



The Administrative department is responsible for the oversight of the Human Resources, Information Technology (MIS), Electrical and Instrumentation, Environmental Compliance, Safety & Communications, and Construction Management departments. The Department is directly responsible for providing support for both internal and external customers and maintaining the integrity of the organization.

The Human Resource and Safety staff at VVWRA strive to sustain a positive and safe working environment. They look out for the best interest of all the employees to ensure their safety, provide benefit support, perform the hiring practices, and ensure the Authority stays in compliance with all regulatory requirements. With the guidance of the Administrative Director they work together to continuously seek out new ideas and training to enhance their skill sets and the skills of the employees. They monitor and evaluate the Authority's rules and regulations as well as the necessary safety practices. This Administrative team is small but provides a great deal of support and oversight that protects and enhances the entire organization.

The goal of Environmental Compliance and Management Information System (EC/MIS) is to ensure that the agency is in compliance with all environmental laws, providing VVWRA with the latest technologies and support, educating the users and promoting the new technology as an integral component of VVWRA's vision. This effort includes implementation of computerized maintenance management systems that keep track of the maintenance inventory more efficiently. The EC department implements and enforces VVWRA's Industrial Pretreatment Program to prevent upset, interference, and pass-through at the wastewater treatment facility, to ensure beneficial reuse of plant effluents and bio-solids, to protect the structure and integrity of the sewerage collection system, to ensure the safety of personnel working in the system and to protect the health and safety of the public and environment. The EC/MIS department is staffed by skilled professionals, certified for Environmental Compliance Inspection, Collection System Maintenance, Industrial Pretreatment Plant Operation, Drinking Water Treatment and Drinking Water Distribution.

The MIS department envisions an electronic network capable of distributing voice and data technology to all VVWRA staff. In this vision, VVWRA staff becomes users of the global information network with direct access to information and resources around the world. All our effort is dedicated to providing the operations, maintenance, and administration personnel with electronic access to information and to enrich communication among them. To achieve our

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technological mission and materialize our vision, the staff is committed to employ all accessible and financially feasible technologies to support and educate all the staff.

The Administrative Services department works collaboratively with our Board of Commissioners, member, and regulatory agencies to ensure our visions are aligned with the best interests of the constituents in our service areas.

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29
\$14,903
15
77
14
2

9
6.7 Million Gallons
7.5 Million Gallons
13
13
126
21.5
0
15
4

Safety/Communication	ns FY 2019
Number of Recorded Injuries	3
Number of days on Workers Comp	61
Near Miss	1
Safety training hours	821
Facebook Followers	1,541
Community Out	reach
Press Releases	2
Published Articles	3
Purple Pipe published	3



# 4.4 Finance Department Overview

The goal of Finance Department is to maintain sound financial accountability and integrity of the organization. Based on the concept, the department's responsibilities include establishing and monitoring internal control systems as an independent unit and preparing annual budgets and various financial reports including Comprehensive Annual Financial Reports. The agency utilizes enterprise accounting to administer general accounting and payroll. In order to better function, the finance department has implemented a new accounting, budget, and payroll software programs during the year ending June 30, 2020. Among various improved features, the new software has enabled us to maintain fund balances, capital projects, depreciation records, real-time payroll entries, and a budget that controls purchases and directly connects to general ledger. In addition, the Finance department has skilled professionals with certifications as certified public accountants.

The Finance Department has achieved its goal of presenting financial projections and results in an easy-to-understand format that has led VVWRA to win the Government Finance Officers Association awards. The awards won are:

- 1. Budgets: Distinguished Budget Presentation Award in the years beginning July 1, 2012 through July 1, 2020 and
- 2. Comprehensive Annual Financial Reports: Certificate of Achievement for Excellence in Financial Reporting for the years ended June 30, 2010 through June 30, 2019.

All the departmental goals and objectives are to pursue the agency's ultimate goal of serving the member agencies' needs, quantified as much as practically possible.

# 4.5 Finance Policies Reserve Policy

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The Reserve Policy establishes fund reserve balances to maintain adequate cash reserves to comply with a debt coverage requirement for State Revolving Fund (SRF) loans from State Water Resources Control Board and to handle the possible emergency expenditures in future. The Reserve Policy covers three types of reserves: Operations and Maintenance reserve, Repairs and Replacement reserve, SRF loan reserve. The reserve balances are to be revised annually with adoption of the budget.

The Operations and Maintenance Reserve is funded by operating revenue and equals to 10% of the budgeted total operating expenses for the prior fiscal year. In addition, the Repairs and Replacement Reserve includes 1% of the sum of land improvements, buildings, and interceptors. The SRF loan reserve is funded by both operating and non-operating revenues in order to maintain a sufficient reserve to meet the agreement provision of maintaining one fiscal year's debt service payments.

The Operations and Maintenance Reserve is \$ 1.48million and the Repairs and Replacement Reserve is \$2.97 million as of April 30, 2020. The SRF loan reserve for the year ending April 30, 2020 is \$4.88 million.

## **Procurement Policy**

The Procurement Policy lays the guidance for internal controls for the purchases of goods, services and capital expenditures required by VVWRA within the established limits. The policy requires two signatures on a check and a wire transfer issued based on approved purchase orders.

Managers and Department Directors are each authorized to approve expenses up to a limit of \$10,000 on any one order or contract. The General Manager is authorized to approve expenses up to a limit of \$30,000 on any one order or contract. The VVWRA Board of Commissioners approves all expenses in excess of \$30,000, except for certain recurring expenses such as utilities, process chemicals, permit fees, and other expenses as defined in the policy, and must approve all construction contract change orders. Generally, the selection of purchases of materials, supplies, equipment, and contractual services having an estimated value of more than \$2,000 should be considered based on a minimum of three quotes. Purchases of goods and services having an estimated value of more than \$30,000 should be made through a competitive sealed bid process defined in the policy.

Almost all of our construction contracts fall in this category. Such contracts are awarded through public bids.

## **Investment Policy**

The Investment Policy provides guidelines for the prudent investment of VVWRA's temporary idle cash with the primary objectives of safety, liquidity and yield under provisions of the California Government Code Section 53600.3. Authorized investments include California State Treasurer's Local Agency Investment Fund (LAIF); Investment Trust of California; San Bernardino County Local Agency Investment Fund; United States Treasury Bills, Notes and Bonds; insured Certificate of Deposits; and Money Market Mutual Funds.

The majority of VVWRA's investments is in Cal TRUST.

## **Other Policies**

## **Debt Coverage:**

VVWRA maintains a cash reserve at least equal to the annual debt payment amount required by State Water Resources Control Board for the existing SRF loans specified as:



- 1. The financing agreement shall pledge the net revenue of the recipient for repayment of the proposed SRF financing agreement. This pledged revenue source shall be subject to lien and pledge as security for the obligation.
- 2. The recipient shall establish a restricted reserve fund, held in the recipient's fund, equal to one year's debt service prior to the construction completion date of the project. The reserve fund shall be maintained for the full term of the finance agreement and shall be subject to lien and pledge as security for the obligation.
- 3. The recipient shall establish rates and charges sufficient to generate net revenues of at least 1.2 times the total annual debt service.

The annual debt principal payment is \$3.82 million and interest portion is \$1.06 million for FY2021 budget year (the year ending June 30, 2021).

## **Revenues – Rate Ordinance:**

VVWRA specifies fees in Fee Ordinances to meet operation needs and most of reserve requirements. The fees, such as connection fees, user charges, high strength surcharges, and septage receiving fees are posted at <u>http://www.vvwra.com/depts/finance/fee schedule.htm</u> and updated each year. The connection fees are designed to fund capital projects.



Hesperia Lift Station

These connection and user fees were determined with discussions with the member agencies to reflect ideas recommended by a five-year financial plan. Due to drastic decline in our servicearea housing market demand in recent years, the revenues from connection fees are not sufficient to support the capital projects. To supplement the funding of the capital projects, VVWRA has obtained federal and state grants in addition to the SRF loans.

## **Overhead Allocation to Project:**

VVWRA records overhead expenses such as legal counsel, engineering consulting, and audit fees as administration costs that are a part of the operation expenses. The personnel costs are also allocated between Operations and Non-Operations departments.



# 4.6 Budget Preparation Process

#### **Basis of Budgeting**

Victor Valley Wastewater Reclamation Authority (VVWRA) employs a fiscal year beginning July 1. VVWRA prepares its annual budget based on an accrual accounting method (which recognizes revenues and expenses when they incur) excluding non-cash depreciation expense but including loan proceeds and the related repayments to present the fund inflows and outflows. We have included the reconciliation of FY 2019 actual to FY 2019 Comprehensive Annual Financial Report later in the document.

#### **Balanced Budget**

A balanced budget is when VVWRA's overall revenues are equal to or exceed its overall expenses. The FY 2021 budget shows a balanced budget with \$313,559 surplus that will be allocated to capital projects.

#### **Budget Process**

VVWRA managerial staff inputs budgetary estimates for the following year with their departmental goals in mind at the beginning of the budgetary process. Based on these inputs, the Finance Department prepares the draft budget. The senior management including the General Manager reviews the draft budget. The General Manager predicts capital project costs based on the member agency's needs. The Finance Department incorporates the data in to the draft budget.

The draft budget is presented to the External and Internal Financial Committees that consist of the member agencies for their close review. The revised draft budget is presented to the Financial Committees again to incorporate further recommendations in a proposed budget. After the revisions, the proposed budget is presented to the Board of Commissioners. Any additional comments are incorporated into the proposed budget. Then the Financial Committee finalizes the recommendations and the Committee presents the budget to the public hearing and Board for approval.



The Mojave River

VVWRA reviews and compares its performance to the budget at a mid-year point at around January. If any amendments are necessary, the finance staff revises the budget accordingly then present the revised budget to the Board for approval in February. The approved budgets are posted at VVWRA's website.

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# **Budget Calendar**

The following budget calendar shows our preparation and review process timeline.

VVWRA BUDGET PLANNING - FY 2020	REQUIRED BY DATE
Budget Kickoff Meeting	02/05/20
Update actual numbers and prepare for new budget cycle	02/28/20
Present the budget draft at Managers' meeting	03/05/20
Present the first draft budget to General Manager (GM) for review	03/12/20
Hold a preliminary staff budget review meeting with Supervisors and GM	03/26/20
Provide the draft changes to Controller	04/02/20
Present the budget executive summary to Internal Finance Committee	04/09/20
Finalize the draft budget	04/16/20
Present the budget recommendations to Internal and External Finance Committee	04/23/20
Present the second recommendations to Internal and External Finance Committee	04/30/20
Place a public notice on local newspaper to invite public participation	05/08/20
Circulate the budget document to the Board	05/14/20
Board Meeting - Present the budget	05/21/19
Board budget hearing and adoption	06/18/20
The second Board budget hearing and adoption	06/25/20
Apply for GFOA Award for Excellence in Budget Reporting.	06/26/20

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Our budget activities are summarized as:

- 1. Initiate the budget.
- 2. Prepare a draft budget based on managers' input.
- 3. Present the draft to Internal and External Finance Committee.
- 4. Publish a public hearing notice on local newspaper to invite public participation.
- 5. Present the budget to the Board of Commissioners.
- 6. Propose any budget amendments, if applicable, when the staff reviews the performance and budget at around January.



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#### 4.7 GFOA Budget Presentation Award



#### GOVERNMENT FINANCE OFFICERS ASSOCIATION

# Distinguished Budget Presentation Award

PRESENTED TO

## Victor Valley Wastewater Reclamation Authority

## California

For the Fiscal Year Beginning

July 1, 2019

Christopher P. Moniel

**Executive Director** 

## **5** Financial Information Operations

#### 5.1 Consolidated Budget Statement of All Funds

	-						
		2019	2019	2020	2020	2020	2021
		Actual	Budget	Actual as of	Projected to	Budget	Budget
	<u> </u>	\$3 503/MG	\$3.503/MG	3/31/2020	the Year End	\$3 783/MG	\$4.087/MG
Operations & Maintenance Fund Revenues	_		1000000				<b>U</b> U U U U U
User Charges	s	13,574,648 \$	13,661,700 \$	10,726,519 \$	12,871,823 \$	14,480,700 \$	16,065,997
Allocate Resource to Repairs and Replacements Fund	-	(2,242,009)	(2,749,326)	(793,573)	(1,058,097)	,	10,0(10,001
VVIWWTP Shdge	1					(2,666,326)	100 000
		105,190	120,000	84,714	101,657	120,000	108,000
High Strength Waste Surcharges		27,139	20,000	13,464	16,157	20,000	20,004
ADM FOG Tipping Fee Revenue		274,186	200,000	168,390	202,068	250,000	200,000
Septage Receiving Facility Charges		614,617	550,000	454,664	545,597	600,000	600,000
Reclaimed Water Sales		7,253	25,000	8,827	10,592	25,000	99,552
Interest		1,412	· · · · ·	1,010	1,212	14	-
Pretreatment Fees		53,600	50,000	43,700	52,440	50,000	50,400
Miscellaneous		6,357	1,200	105.984	127,181	1,200	1,590
		0,337	1,200	105,564	127,181	1,200	1,59
Grant - Proposition 1		-		-			
Grant - Title 16						· • ·	-
Grant - FEMA CalOES Grant			747,034		1.283,017	(m)	
	\$	12,422,393 \$	12,625,608 \$	10,813,699 \$	14,153,647 \$	12,880 574 \$	17 145,549
Other Operating Financing Sources							
SRF Loan Funding	S	70,338 \$	- S	- S	S 14	- 5	2
	s	70,338 \$	- \$	s - s		- 5	
	-					P	
Repairs and Replacements Fund Financing Sources							
		2.242.009 \$	2,749,326 S	793.573 \$	1.058.097 \$	2666226	
Transferred from Operations & Maintena nce Fund	5						*
	\$	2,242,009 \$	2,749,326 \$	<u>793,573 \$</u>	1,058,097 \$	2,666,326 \$	
Capital Fund Revenues					1.1.1		
Connection Fees	\$	3,088,860 \$	2,000,000 \$				2,339,50
Interest		280,209	35,000	164,808	226,413	50,000	180,00
Grant - FEMA/Cal-OES			3,105,375		2.43		-
Grant - Water Recycling		<ul> <li>*</li> </ul>	1	14 14	/		-
Grant - Proposition 1							-
Grant - Proposition 84		사람	- E -		생활		
							-
Grant - Title 16			-			•	-
Grant - CEC Microgrid	_	294 907		11,328	15,104		+
	\$	3.663.976 \$	5 140,375 \$	1,277,871 \$	1,703.828 \$	2,304 625 \$	2,519,500
Other Capital Financing Sources		A 44					
SRF Loan Funding		44,970 \$	- s	- s	- 5	<u> </u>	
Sici courrenance	*	44,970 5	- 5				-
	-	44,770 3	- 3	- 3	- 3		
Total Revenues and Other Financing Sources	S	18,443,686 \$	20,515,309 \$	12,885,143 \$	16,915,572 \$	17,851,525 \$	19,665,049
	-		1				-
Operations and Maintenance Fund Expenses							
Personnel and Benefits	5	4,610,776 \$	4,080,784 \$	3,330,575 \$	4,446,899 \$	4,589,786 \$	5,675,411
Maintenance		1,620,395	2,194,767	989,174	1,318,899	2,236,156	2,424,560
Operations		2,908,272	3,151,072	2,450,954	3,267,939	3,433,513	3,778,233
Administration		2.082,349	2,183,749	1,308,865	1,741,501	1,823,605	1,772,96
Construction	(	93,207		5,333	7,111	1,023,005	817,503
Collisti detion	-	11.314.999 \$	11610372 \$			12,083,060 \$	14.468.680
	-	11,314,777 3	11010372 \$	6.004,501 \$	10 704,347 3	12,003,000 \$	
Danaha and Danlassmants Fund Farants							
	1		~				
Personnel and Benefits	s	i a s	≅ s		-	- s	ŝ
	s	260,052	1,204,326	456,476	608,635	<b>\$</b> 1,896,326	
Personnel and Benefits	s	-			-	-	115
Personnel and Benefits Maintenance	s	260,052	1,204,326 25,000 150,000	456,476	608,635	1,896,326	2015 1
Personnel and Benefits Maintenance Operations	s	260,052 20,433	1,204,326 25,000 150,000	456,476 3,592	608,635 4,789	1,896,326	00 A 4
Personnel and Benefits Maintenance Operations Administration	5	260,052 20,433 73,000	1,204,326 25,000 150,000 1,370,000	456,476 3,592 82,024 251481	608,635 4,789 109,365 796,308	1,896,326 * 145,000 625,000	
Personnel and Benefits Maintenance Operations Administration	5	260,052 20,433 73,000 1 888.524	1,204,326 25,000 150,000	456,476 3,592 82,024 251481	608,635 4,789 109,365 796,308	1,896,326 * 145,000 625,000	
Personnel and Benefits Maintenance Operations Administration Construction	\$	260,052 20,433 73,000 1 888.524	1,204,326 25,000 150,000 1,370,000	456,476 3,592 82,024 251481	608,635 4,789 109,365 796,308	1,896,326 * 145,000 625,000	2011 A.
Personnel and Benefits Maintenance Operations Administration Construction	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$	1,204,326 25,000 150,000 1,370,000 2,749,326 \$	456,476 3,592 82,024 251481 793,573 \$	608,635 4,789 109,365 796,308 1.519,097 \$	1,896,326 145,000 625,000 2,666,326 \$	
Personnel and Benefits Maintenance Operations Administration Construction	s s	260,052 20,433 73,000 1 888.524	1,204,326 25,000 150,000 1,370,000	456,476 3,592 82,024 251481 5 793,573 \$	608,635 4,789 109,365 796,308 1.519,097 \$	1,896,326 145,000 625,000 2,666,326 \$	
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$	1,204,326 25,000 150,000 1,370,000 2,749,326 \$ 378,554 \$	456,476 3,592 82,024 251481 793,573 \$	608,635 4,789 109,365 796,308 1.519,097 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$	
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Personvel and Benefits Maintenance Operations	\$	260,052 20,433 73,000 1888.524 2,242.009 \$ 400,937 \$	1,204,326 25,000 150,000 1,370,000 2,749,326 \$	456,476 3,592 82,024 251481 793,573 \$	608,635 4,789 109,365 796,308 1.519,097 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170	1.4.1.1.5.0.
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$ 	1,204,326 25,000 150,000 2,749,326 \$ 378,554 \$ 170	456,476 3,592 82.004 251481 5 793,573 \$ 289,615 \$	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000	K 1940
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Personvel and Benefits Maintenance Operations	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$ (2,054) 342.519	1,204,326 25,000 150,000 2,749,326 \$ 378,554 \$ - 170 430,000	456,476 3,592 82.024 251481 5 793,573 \$ 289,615 \$ - - - - 31,888	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ - 170 50,000 530,000	00 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$ 	1,204,326 25,000 150,000 2,749,326 \$ 378,554 \$ 170	456,476 3,592 82.024 251481 5 793,573 \$ 289,615 \$ - - - - 31,888	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ - 170 50,000 530,000	1 K 6441
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$ (2,054) 342.519	1,204,326 25,000 150,000 2,749,326 \$ 378,554 \$ - 170 430,000	456,476 3,592 82.024 251481 5 793,573 \$ 289,615 \$ - - - - 31,888	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ - 170 50,000 530,000	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction De ht Services	<u>s</u>	260,052 20,433 73,000 1.888,524 2,242,009 \$ 400,937 \$ (2,054) 342,519 741,402 \$	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$	456,476 3,592 82,004 251,481 5 793,573 \$ 289,615 \$ 31,888 5 321,503 \$	608,635 4,789 109,365 796,308 1.519.097 386,153 386,153 \$ 42,517 42,8670 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 550,000 985,082 \$	
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Personvel and Benefits Maintenance Operations Administration Construction De ht Services SRF Principal	\$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$ (2,054) 342.519 741.402 \$ 3,962,976 \$	1,204,326 25,000 1370,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$ 4,097,480 \$	456,476 3,592 82.004 251481 5 793,573 \$ 289,615 \$ 31,888 5 321,503 \$ 3,100,439 \$	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517 428,670 \$ 4,020,810 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 550,000 985,082 \$ 4,020,810 \$	
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction De ht Services	<u>s</u>	260,052 20,433 73,000 1888,524 2,242,009 \$ 400,937 \$ (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564	1,204,326 25,000 1350,000 1370,000 2,749,326 \$ 378,554 \$ 	456,476 3,592 82,024 251481 5 793,573 \$ 5 289,615 \$ 31,888 5 321,503 \$ 5 3,100,439 \$ 756,214	608,635 4,789 109,365 796,308 1.519,097 386,153 386,153 42,517 428,670 \$ 4,020,810 \$ 1,127,051	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 530,000 985,082 \$ 4,020,810 \$ 1,127,051	1.058.717
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal	<u>s</u>	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$ (2,054) 342.519 741.402 \$ 3,962,976 \$	1,204,326 25,000 1370,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$ 4,097,480 \$	456,476 3,592 82,024 251481 5 793,573 \$ 5 289,615 \$ 31,888 5 321,503 \$ 5 3,100,439 \$ 756,214	608,635 4,789 109,365 796,308 1.519,097 386,153 386,153 42,517 428,670 \$ 4,020,810 \$ 1,127,051	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 530,000 985,082 \$ 4,020,810 \$ 1,127,051	1.058.71
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal SRF Interest	<u>s</u>	260,052 20,433 73,000 1888,524 2,242,009 \$ 400,937 \$ (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$ 4,097,480 \$ 1,200,061 5,297,541 \$	456,476 3,592 82,004 251481 5 793,573 \$ 289,615 \$ 31,888 5 321,503 \$ 3,100,439 \$ 756,214 5 3,856,653 \$	608,635 4,789 109,365 796,308 1.519,097 386,153 386,153 42,517 428,670 \$ 4,020,810 \$ 1,127,051	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 530,000 985,082 \$ 4,020,810 \$ 1,127,051	1.058.71
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persounel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal SRF Interest	<u>s</u>	260,052 20,433 73,000 1888,524 2,242,009 \$ 400,937 \$ (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564	1,204,326 25,000 1350,000 1370,000 2,749,326 \$ 378,554 \$ 	456,476 3,592 82,004 251481 5 793,573 \$ 289,615 \$ 31,888 5 321,503 \$ 3,100,439 \$ 756,214 5 3,856,653 \$	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517 422,670 \$ 4,020,810 \$ 1.127,051 5,147,861 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 550,000 550,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$	1.058.71 4.882.81
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction De ht Services SRF Principal SRF Interest	\$ \$ \$ \$ \$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$  (2,054) 342.519 741.402 \$ 3,962,976 \$ 1,171.564 5,134.540 \$	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$ 4,097,480 \$ 1,200,061 5,297,541 \$	456,476 3,592 82,004 251481 5 793,573 \$ 289,615 \$ 31,888 5 321,503 \$ 3,100,439 \$ 756,214 5 3,856,653 \$	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517 422,670 \$ 4,020,810 \$ 1.127,051 5,147,861 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 550,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$	1.058.717 4.882.810
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Personvel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal SRF Interest Total Expenses and Debt Services	\$ \$ \$ \$ \$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$  (2,054) 342.519 741.402 \$ 3,962,976 \$ 1,171.564 5,134.540 \$	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$ 4,097,480 \$ 1,200,061 5,297,541 \$	456,476 3,592 82,004 251481 5 793,573 \$ 289,615 \$ 31,888 5 321,503 \$ 3,100,439 \$ 756,214 5 3,856,653 \$	608,635 4,789 109,365 796,308 1.519,097 \$ 386,153 \$ 42,517 422,670 \$ 4,020,810 \$ 1.127,051 5,147,861 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 550,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$	1.058.717 4.882.810
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal SRF Interest Total Expenses and Debt Services Interfund Loan	\$ \$ \$ \$ \$ \$	260,052 20,433 73,000 1.888,524 2,242.009 \$ 400,937 \$  (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564 5,134,540 \$ 19,432,950 \$	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 * 430,000 808,724 \$ 4,097,480 \$ 1,200,061 5,297,541 \$ 20,465,963 \$	456,476 3,592 82,004 251481 5793,573 \$ 289,615 \$ 31,888 5321,503 \$ 3,100,439 \$ 756,214 3,856,653 \$ 13,056,630 \$	608,635 4,789 109,365 796,308 1.519.097 \$ 386,153 \$ 42,517 422,670 \$ 4,020,810 \$ 1.127,051 5,147,861 \$ 17,877,977 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 530,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$ 20,882,329 \$	1.058.717 4.882.810
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal SRF Interest Total Expenses and Debt Services Interfund Loan Interfund Loan to the Operations & Maintenance Fund	\$ \$ \$ \$ \$ \$	260,052 20,433 73,000 1.888.524 2,242.009 \$ 400,937 \$  (2,054) 342.519 741.402 \$ 3,962,976 \$ 1,171.564 5,134.540 \$	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 430,000 808,724 \$ 4,097,480 \$ 1,200,061 5,297,541 \$	456,476 3,592 82,004 251481 5793,573 \$ 289,615 \$ 31,888 5321,503 \$ 3,100,439 \$ 756,214 3,856,653 \$ 13,056,630 \$	608,635 4,789 109,365 796,308 1.519.097 \$ 386,153 \$ 42,517 422,670 \$ 4,020,810 \$ 1.127,051 5,147,861 \$ 17,877,977 \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 	1.058.717 4.882.810
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction De ht Services SRF Principal SRF Interest Total Expenses and Debt Services Interfund Loan	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	260,052 20,433 73,000 1.888,524 2,242,009 \$ 400,937 \$ (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564 5,134,540 \$ 19,432,950 \$	1,204,326 25,000 135,000 2,749,326 \$ 378,554 \$ 170 808,724 \$ 430,000 808,724 \$ 1,200,061 5,297,541 \$ 20,465,963 \$	456,476 3,592 82,004 251,481 3793,573 31,888 31,888 321,503 53,100,439 3,100,439 53,100,439 53,100,439 53,100,439 53,100,439 53,56,653 54,100,439 55,100,430 55,100,439 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,430 55,100,400,400 55,100,400,400 55,100,400,400,400 55,100,400,400,400,400,400,400,400,400,400	608,635 4,789 109,365 796,308 1.519,097 386,153 386,153 42,517 428,670 5,147,861 5,147,861 5,147,861 5,147,877,977 5 17,877,977 5	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$ 20,882,329 \$ (1,963,621) \$ 1,963,621 \$	1.058.717 4.882.810
Personnel and Benefits Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction Deht Services SRF Principal SRF Interest Total Expenses and Debt Services Interfund Loan Interfund Loan to the Operations & Maintenance Fund	\$ \$ \$ \$ \$ \$	260,052 20,433 73,000 1.888,524 2,242.009 \$ 400,937 \$  (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564 5,134,540 \$ 19,432,950 \$	1,204,326 25,000 1350,000 2,749,326 \$ 378,554 \$ 170 * 430,000 808,724 \$ 4,097,480 \$ 1,200,061 5,297,541 \$ 20,465,963 \$	456,476 3,592 82,004 251,481 3793,573 31,888 31,888 321,503 3,100,439 3,100,56,533 5,100,56,533 5,100,56,555 5,100,56,555 5,100,56,555 5,100,56,555 5,100,56,555 5,100,56,555 5,100,565 5,100	608,635 4,789 109,365 796,308 1.519,097 386,153 386,153 42,517 428,670 5,147,861 5,147,861 5,147,861 5,147,877,977 5 17,877,977 5	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ 170 50,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$ 20,882,329 \$ (1,963,621) \$ 1,963,621 \$	3,824,093 1,058,717 4,882,810 19,351,490
Maintenance Operations Administration Construction Capital Fund Expenses Persouvel and Benefits Maintenance Operations Administration Construction De ht Services SRF Principal SRF Principal SRF Interest Total Expenses and Debt Services Interfund Loan Interfund Loan to the Operations & Maintenance Fund	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	260,052 20,433 73,000 1.888,524 2,242,009 \$ 400,937 \$ (2,054) 342,519 741,402 \$ 3,962,976 \$ 1,171,564 5,134,540 \$ 19,432,950 \$	1,204,326 25,000 135,000 2,749,326 \$ 378,554 \$ 170 808,724 \$ 430,000 808,724 \$ 1,200,061 5,297,541 \$ 20,465,963 \$	456,476 3,592 82,004 251481 793,573 \$ 289,615 \$ 31,888 321,503 \$ 3,100,439 \$ 756,214 3,856,653 \$ 13,056,630 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5	608,635 4,789 109,365 796308 1.519.097 \$ 386,153 \$ 42,517 428,670 \$ 4,020,810 \$ 1.127,051 5,147,861 \$ 17,877,977 \$ - \$ - \$	1,896,326 145,000 625,000 2,666,326 \$ 384,912 \$ - 170 50,000 985,082 \$ 4,020,810 \$ 1,127,051 5,147,861 \$ 20,882,329 \$ (1,963,621) \$ 1,963,621 \$ - \$	1.058.71 4.882.81

Victor Valley Wastewater Reclamation Authority | Financial Information Operations

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Our goals, objectives and strategies are transformed into numbers for the budgets with a projection for the rest of FY 2020. The consolidated budget on the previous page shows all functions of the entire organization. The section 5.2 demonstrates a reconciliation of FY 2019 actual to CAFR for the year ended June 30, 2019. The section 5.3 describes a budget for the Operations and Maintenance Fund, and the section 5.7 shows a budget for the Capital Fund. We show Repairs and Replacement Fund for a reference, as the agency has eliminated this fund for FY 2021 budget that combines the repairs and replacement activities in Operations and Maintenance Fund.



VVWRA Regional Plant





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## 5.2 Reconciliation from Actual to CAFR for FY Ending June 30, 2019

		2019		2019
		Actual	Reconciliation to	Per CAFR
O			CAFR	
Operating Revenues	e	12 574 640	¢	¢ 12 <i>574.64</i>
User Charges	1	, .	\$	\$ 13,574,64
Adelanto User Charges		105,190	-	105,19
High Strength Waste Surcharges		27,139	-	27,13
Septage Receiving Facility Charge		614,617	( <b>7</b> /)	614,61
ADM FOG Tipping Fee Revenue		274,186	(e):	274,18
Reclaimed Water Sales		7,253		7,25
Pretreatment Fees		53,600	-	53,60
Grant - Water Recycling		±/3 <b>7</b> 5		
Grant - Proposition 1		*		5 <b>#</b> 3
Grant - Title 16				(iii)
Miscellaneous		6,357	-	6,35
	\$	14,662,990	\$ -	\$ 14,662,99
Capital Revenues				
-	\$	2 000 060	e //	\$ 3.088.86
Connection Fees	3	, , .	\$ -	- , ,
Interest		281,621		281,62
Grant - Title 16			A	
Grant - FEMA/ Cal-OES		-	1. 1	
Grant - Water Recycling		-	6 X 1	-
Grant - Proposition 1				
Grant - Proposition 8	VVWRA Regi		J. J.	
Grant - CEC Microgrid	-	294,907		294,90
	\$	3,665,388	5	\$ 3,665,38
Other Financing Sources				
SRF Loan Funding	\$	115,308	\$ (115,308)	e
SKI Loan Funding	5		\$ (115,308)	
	2	115,308	5 (115,508)	
	-			
Total Revenues and Other Financ	ing Sources S	18,443,686	<u>\$ (115,308)</u>	\$ 18,328,37
Operating Expenses				
Personnel and Benefits	s	4,610,776	¢	\$ 4,610,77
Personnel and Benefits				3 4.010.77
Maintenance			9	
Maintenance		1,620,395		1,620,39
Operations		1,620,395 2,908,272	•	1,620,39 2,908,27
Operations Administration		1,620,395 2,908,272 2,082,349	- و - -	1,620,39 2,908,27 2,082,34
Operations	$\bigcirc$	1,620,395 2,908,272 2,082,349 93,207		1,620,39 2,908,27 2,082,34 93,20
Operations Administration		1,620,395 2,908,272 2,082,349 93,207	s - - - -	1,620,39 2,908,27 2,082,34 93,20
Operations Administration Construction		1,620,395 2,908,272 2,082,349 93,207 11,314,999	\$	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99
Operations Administration Construction	$\bigcirc$	1,620,395 2,908,272 2,082,349 93,207 11,314,999		1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99
Operations Administration Construction Depreciation Expense		1,620,395 2,908,272 2,082,349 93,207 11,314,999	\$	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99
Operations Administration Construction Depreciation Expense Repair and Replacement Expense	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999	\$ \$ \$ 12.468.103	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99 \$ 12,468,10
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits		1,620,395 2,908,272 2,082,349 93,207 11,314,999	\$	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ -
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999	\$ \$ \$ 12.468.103	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433	\$ \$ \$ 12.468.103	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999	\$ \$ \$ 12.468.103	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433	\$ \$ \$ 12.468.103	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524	\$ - \$ 12,468,103 \$ - -	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99 \$ 12,468,10 \$ - 260,05 20,43 73,00
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524	\$ \$ 12,468,103 \$ - (1,888,528)	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99 \$ 12,468,10 \$ - 260,05 20,43 73,00
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009	\$ - \$ 12,468,103 \$ - (1,888,528) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009	\$ \$ 12,468,103 \$ - (1,888,528)	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009	\$ - \$ 12,468,103 \$ - (1,888,528) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48
Operations Administration Construction Deprectation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937	\$ - \$ 12,468,103 \$ - (1,888,528) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009	\$ - \$ 12,468,103 \$ - (1,888,528) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - -
Operations Administration Construction Deprectation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937	\$ - \$ 12,468,103 \$ - (1,888,528) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - - (2,05
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 (2,054) 342,519	\$ - <u>\$</u> <u>\$</u> <u>\$</u> <u>12,468,103</u> <u>\$</u> <u>-</u> <u>-</u> <u>-</u> <u>-</u> <u>-</u> <u>-</u> <u>-</u> <u>-</u>	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - - (2,05
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1,888,524 2,242,009 400,937 (2,054) 342,519	\$ - \$ 12.468.103 \$ - (1,888.528) \$ - \$ - (329,071)	1,620,39 2,908,27 2,082,34 93,20 \$ 11.314.99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - (2,05 13,44
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction Depreciation Construction	<u>s</u>	1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 400,937 (2,054) 342,519 741,402	\$ - \$ 12,468,103 \$ - (1,888,528) \$ - (1,888,528) \$ - (329,071) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - - (2,05 1,3,44 \$ 412,33
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 400,937 (2,054) 342,519 741,402 3,962,976	\$ \$ \$ 12,468,103 \$ - (1,888,528) \$ - (1,888,528) \$ - (329,071) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$
Operations Administration Construction Deprectation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction Debt Services SRF Principal		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 (2,054) 342,519 741,402 3,962,976 1,171,564	\$	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - (2,05 1,3,44 \$ 412,33 \$ - 1,171,56
Operations Administration Construction Deprectation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction Debt Services SRF Principal		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 (2,054) 342,519 741,402 3,962,976 1,171,564	\$ - \$ 12,468,103 \$ - (1,888,528) \$ - (1,888,528) \$ - (329,071) \$ -	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - (2,05 1,3,44 \$ 412,33 \$ - 1,171,56
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction Debt Services SRF Principal		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 400,937 	\$	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - (2,05 13,44 \$ 412,33 \$ - (2,05 13,44 \$ 412,33 \$ - (1,171,56
Operations Administration Construction Depreciation Expense Repair and Replacement Expense Personnel and Benefits Maintenance Operations Administration Construction Capital Expenses Personnel and Benefits Maintenance Operations Administration Construction Debt Services SRF Principal SRF Interest		1,620,395 2,908,272 2,082,349 93,207 11,314,999 260,052 20,433 73,000 1.888,524 2,242,009 400,937 (2,054) 342,519 741,402 3,962,976 1,171,564 5,134,540	\$ 12,468,103 \$ 12,468,103 \$ - (1,888,528) \$ - (1,888,528) \$ - (1,888,528) \$ - (1,888,528) \$ - (1,888,528) \$ - (1,888,528) \$ - (1,888,528) \$ - (3,962,976) \$ (3,962,976) \$ (3,962,976)	1,620,39 2,908,27 2,082,34 93,20 \$ 11,314,99 \$ 12,468,10 \$ - 260,05 20,43 73,00 ( \$ 353,48 \$ 400,93 - (2,05 13,44 \$ 412,33 \$ - (2,05 13,44 \$ 412,33 \$ - (1,171,56

Victor Valley Wastewater Reclamation Authority | Financial Information Operations

#### 5.3 Budget Statement of Operations and Maintenance Fund

0										
		2019	2019	Т	2020		2020	-	2020	2021
		Actual	Budget		Actual as of		Projected to		Budget	Budget
		\$3,503/MG	\$3,503/MG		3/31/2020		the Year End		\$3,783/MG	\$4,087/MG
Revenues										
User Charges	\$	13,574,648	13,661,700	\$	10,726,519	\$	12,871,823	\$	14,480,700 \$	16,065,997
Allocate Resource to Repairs and Replacements Fund		(2,242,009)	(2,749,326)	)	(793,573)		(1,058,097)		(2,666,326)	
VVIWWTP Sludge		105,190	120,000		84,714		101,657		120,000	108,000
High Strength Waste Surcharges		27,139	20,000		13,464		16,157		20,000	20,004
ADM FOG Tipping Fee Revenue		274,186	200,000		168,390		202,068		250,000	200,000
Septage Receiving Facility Charges		614,617	550,000		454,664		545,597		600,000	600,000
Reclaimed Water Sales		7,253	25,000		8,827		10,592		25,000	99,552
Interest		1,412	-		1,010		1,212		-	
Pretreatment Fees		53,600	50,000		43,700		52,440		50,000	50,400
Miscellaneous		6,357	1,200		105,984		127,181		1,200	1,596
Grant - Proposition 1		2.00			•				-	-
Grant - Title 16			-		-		1		-	-
Grant - FEMA CalOES Grant	_	1.00	747,034	_		1	1,283,017			
	\$	12,422,393 5	12,625,608	\$	10,813,699	\$	14,153,647	\$	12,880,574 \$	17,145,549
Other Financing Sources					1					
SRF Loan Funding	<u>s</u> _	70,338		\$	<u> </u>			\$	- \$	
	\$	70,338 \$	5 -	\$	-	\$	10.	\$	- 5	
Total Operating Revenues and Other Financing Sources	s	12,492,731 \$	12,625,608	4	10,813,699		14,153,647		12,880,574 \$	17 145 540
Total Operating Revenues and Other Financing Sources	-	12,472,/31 3	12,023,008	3	10,013,079		14,155,047	3	14,000,574 3	17,145,549
Expenses 🛈										
Personnel and Benefits	\$	4,610,776	4,080,784	s	3,330,575	s	4,446,899	s	4,589,786 \$	5,675,417
Maintenance	•	1,620,395	2,194,767		989,174	-	1,318,899	-	2,236,156	2,424,560
Operations		2,908,272	3,151,072		2,450,954		3,267,939		3.433.513	3,778,233
Administration		2.082.349	2,183,749		1,308,865		1,741,501		1,823,605	1,772,967
Construction		93.207			5,333		7.111		-,,	817,503
	\$	11314,999 \$	11,610,372	\$	8,084,901	\$	10,782,349	\$	12,083,060 \$	
	_									
Debt Services										
SRF Principal	\$	2.012,745 \$	2,094,805	\$	1,180,231	\$	2,039,479	\$	2,039,479 \$	2,061,035
SRF Interest	-	748,388	762,842		445,537		721,656		721,656	688.703
	S	2761,133 \$	2,857,647	\$	1,625,768	\$	2,761,135	\$	2,761,135 \$	2,749,738
Total Operations & Maintenance Expenses with Debt Services	5	14,076,132 \$	14,468,019	\$	9,710,669	\$	13,543,484	\$	14,844,195 \$	17,218,418
Interfund Loan from the Capital Fund	1			_					1,963,621	
Operations & Maintenance Net Surplus or (Deficit)	S	(1,583,401) \$	(1,842,411)	) \$	1,103,030	\$	610,163	S	- \$	(72,869)

Please see next page for Operations and Maintenance Fund expenses in detail.





rsonnel Expenses Allocations () Allocation to Operations and Maintenance Allocation to Administrations aintenance Expenses Maintenance Equipment Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense process Chemicals Unitries	\$ \$ \$	Actual \$3,503/MG 3,307,728 1,303,044 4,610,772 662,357 296,443 369,235 139,201 134,699 6,890 11,570 1,620,395 262,336	\$	Budget \$3,503/MG 2,928,398 1.152,386 4,080,784 1,141,560 318,169 358,900 241,638 90,000 3,000 41,500 2,194,767	\$	3/31/2020 2,461,729 868,846 3,330,575 448,640 238,174 208,847 49,569 35,600 3,075 5,269	1.16 \$ 4,44 \$ 59 31 27 6 4			Budget \$3,\$03/MG 3,347,987 1,241,799 4.589,786 1,188,036 308,286 406,500 208,334		Budget \$4,087/MG 3,708,72 1.966,69 5,675,41 1,220,87 478,49 451,76 135,92
Allocation to Operations and Maintenance Allocation to Administrations aintenance Expenses Maintenance Equipment Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense perations Expenses Process Chemicals	\$	1,303,044 4,610,772 662,357 296,443 369,235 139,201 134,699 6,890 11,570 1,620,395	\$	1,152,386 4,080,784 1,141,560 318,169 358,900 241,638 90,000 3,000 41,500	\$	868,846 3,330,575 448,640 238,174 208,847 49,569 35,600 3,075 5,269	1.16 \$ 4,44 \$ 59 31 27 6 4	0.061 6,899 8,187 7,565 8,463 6,092 7,467		1,241,799 4.589,786 1,188,036 308,286 406,500		1.966,69 5,675,41 1,220,87 478,49 451,76
Allocation to Administrations aintenance Expenses Maintenance Equipment Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense perations Expenses Process Chemicals	\$	1,303,044 4,610,772 662,357 296,443 369,235 139,201 134,699 6,890 11,570 1,620,395	\$	1,152,386 4,080,784 1,141,560 318,169 358,900 241,638 90,000 3,000 41,500	\$	868,846 3,330,575 448,640 238,174 208,847 49,569 35,600 3,075 5,269	1.16 \$ 4,44 \$ 59 31 27 6 4	0.061 6,899 8,187 7,565 8,463 6,092 7,467		1,241,799 4.589,786 1,188,036 308,286 406,500		1.966,69 5,675,41 1,220,87 478,49 451,76
aintenance Expenses Maintenance Equipment Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense Derations Expenses Process Chemicals	\$	4,610,772 662,357 296,443 369,235 139,201 134,699 6,890 11,570 1,620,395	\$	4,080,784 1,141,560 318,169 358,900 241,638 90,000 3,000 41,500	\$	3,330,575 448,640 238,174 208,847 49,569 35,600 3,075 5,269	\$ 4,444 \$ 599 311 277 60 4	6,899 8,187 7,565 8,463 6,092 7,467		4.589,786 1,188,036 308,286 406,500		5,675,41 1,220,87 478,49 451,76
Maintenance Equipment Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense Perations Expenses Process Chemicals	\$	662,357 296,443 369,235 139,201 134,699 6,890 11,570 1,620,395	\$	1,141,560 318,169 358,900 241,638 90,000 3,000 41,500	\$	448,640 238,174 208,847 49,569 35,600 3,075 5,269	\$ 59 31 27 6 4	8,187 7,565 8,463 6,092 7,467		1,188,036 308,286 406,500		1,220,87 478,49 451,76
Maintenance Equipment Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense Perations Expenses Process Chemicals	\$	296,443 369,235 139,201 134,699 6,890 11,570 1,620,395		318,169 358,900 241,638 90,000 3,000 41,500		238,174 208,847 49,569 35,600 3,075 5,269	31 27 6 4	7,565 8,463 6,092 7,467	\$	308,286 406,500	\$	478,49 451,76
Instrumentation Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense	\$	296,443 369,235 139,201 134,699 6,890 11,570 1,620,395		318,169 358,900 241,638 90,000 3,000 41,500		238,174 208,847 49,569 35,600 3,075 5,269	31 27 6 4	7,565 8,463 6,092 7,467	\$	308,286 406,500	\$	478,49 451,76
Total Grounds Maintenance & Landscaping Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense Perations Expenses Process Chemicals		369,235 139,201 134,699 6,890 11,570 1,620,395		358,900 241,638 90,000 3,000 41,500	\$	208,847 49,569 35,600 3,075 5,269	27 6 4	8,463 6,092 7,467		406,500		451,76
Vehicle Repairs Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense Derations Expenses Process Chemicals		139,201 134,699 6,890 11,570 1,620,395		241,638 90,000 3,000 41,500	\$	49,569 35,600 3,075 5,269	6 4'	6,092 7,467				
Interceptor Sewer Maintenance Maintenance Safety Equipment Misc. Maintenance Expense Perations Expenses Process Chemicals		134,699 6,890 11,570 1,620,395	\$	90,000 3,000 41,500	\$	35,600 3,075 5,269	4	,467		208,334		135.92
Maintenance Safety Equipment Misc. Maintenance Expense perations Expenses Process Chemicals		6,890 11,570 1,620,395	\$	3,000 41,500	\$	3,075 5,269						
Misc. Maintenance Expense perations Expenses Process Chemicals		11,570 1,620,395	\$	41,500	\$	5,269		4,100		90,000		100,0
perations Expenses Process Chemicals		1,620,395	\$		\$					3,000		5,5
Process Chemicals		·	3	2,194,707	3			7,025	•	32,000	¢	32,0
Process Chemicals	\$	262,336				989,174	5 1,51	8,899	3	2,236,156	2	2,424,5
	\$	262,336										
Libibes		1 846 681	\$	346,850	2	289,202		5,603	2	331,780	\$	550,5
01-101		1,745,271		1,528,431		1,383,822		5,096		1,771,252		2,064,5
Trash and Sludge		114,821		156,000		57,656		6,875 9,732		210,000		95,0
Fuel and Lubricants		102,713		110,000 107,700		82,299				108,000		. 70,0
Lab Supplies and Services Outside Lab Services		42,831 326,920		461,500		341,774		0,028 5,699		112,700 497,300		102,5
Safety Equipment		150,141		169,291	1	90,762		5,699 1,016		497,300		504,5 204,6
		49,710		51,500		36,925		9,233		48,000		204,0 54,0
Custodial Services and Supplies Equipment Rental		49,710		120,300		58.232		9,233 7,643		48,000		54,0 47,5
Uniforms		48,909		11,000		22.207		9,609		28,000		47,5 28,0
Security		10,990		28,500		7,968		0,624		26,000		23,0
Permits		26,507		60,000		27,586		6,781		30,000		30,0
Misc. Operating Expense		45			1		_			-		
	\$	2,908.272	`\$	3,151.072	s	2,450,954	\$ 3,26	7,939	\$	3,433,513	\$	3,778,2
ministrations Expenses			2									
Telephone and Communications	\$	142.694	5	297,500	\$	114,079	\$ 152	2,105	\$	192,981	\$	320,2
Computer Supplies	6	89,154		60,000		74,206	9	8,941		102,000		78,0
Office Supplies		57,455		103,800		43,363	5	7,817		106,300		80,2
Travel, Meeting, Training		115,307		186,550		49,553	6	6,071		107,800		119,6
Employee and Community Events		10,719		25,000		3,500	4	4,667		14,400		34,1
Membership, Fees, Licenses		56,409		54,005		33,165	44	4,220		73,630		76,1
Professional Services	And in case of	699,294		636,894		310,170	413	3,560		385,394		416,6
Legal Services and Fees		352,169		440,000		263,499		1,332		340,000		300,0
Temporary Labor		82,748		40,000		2,903		3,871		72,143		- <u>-</u>
Bond & Liability Insurance	1	205,409		130,000		183,839		5,119		130,000		240,0
Finance Fees		245				2,773	2	3,697		1.000		
Misc. Administration Expense		4,065				-		÷		9¥2		-
Permit Fees		252,819		210,000		216,858	28	9,144		288,000		100,0
Interest Accrual		12.0(2				10.007		-				
Brown Bear Lease Interest	\$	13.862	\$	2,183,749	\$	10,957 1,308,865		0.957 1,501	\$	10.957 1,823,605	\$	7,9
nstruction Expenses	\$	93,207			\$	5,333	\$	7,111	\$		\$	817,50
tal Operations and Maintenance Fund Expe												

#### 5.4 User Fee Revenue Trend Analysis

The Victor Valley Wastewater Reclamation Authority (VVWRA) has been recovering from the decreased operating revenues since FY 2015. We have used connection fee revenue \$2.3 million for FY 2021 budget to reflect the connection fee rate of \$4,679/EDU at 500 EDUs. To further mitigate the impact of the reduced revenues, we are increasing the user charge rate from \$3,783/MG to \$4,087/MG in FY 2021.



Source: VVWRA FY = Fiscal Year ended June 30

The other income also includes high strength surcharges for high contents of certain chemical, reclaimed water sales from the processed water, industrial pretreatment permits charged to businesses, and interest income. Grants are excluded in this revenue analysis for the period from FY 2015 to FY 2021.

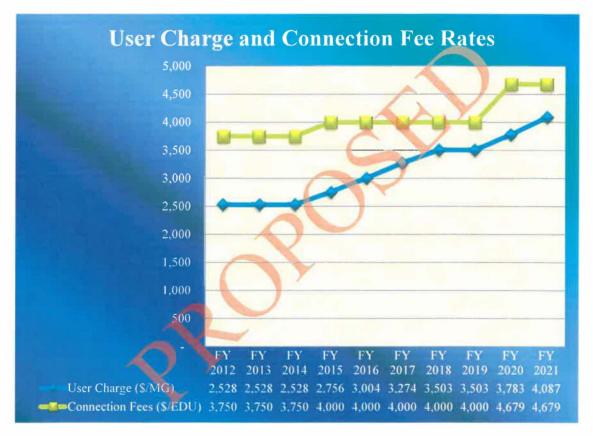
Both user charges and connection fees are determined multiplying quantity expected to receive by unit prices; multiplying the flow quantity of million gallons (MG) by the user fee rate (\$4,087/MG) for the user fee revenue and by multiplying the Equivalent Dwelling Unit (EDU) by the connection fee rate (\$4,679/EDU). The four member agencies determined these rates be incorporated in the revenue

11

ordinances to absorb the operating and construction costs. The graph below shows rate changes up to FY 2021 based on the five-year financial plan.

The connection fees are calculated based on sewage quantity discharged by a single family home for a period of twenty-four hours. This single family home unit is referred to as one equivalent dwelling unit (EDU).

The Board of Commissioners reserves the right to change the rates of user fee and connection fee from time to time as necessary to fund its operations, maintenance, repairs, replacements, and expansion of the regional system.



Source: VVWRA FY = Fiscal Year ended June 30



#### This page shows high strength surcharge rates for FY 2021 and the calculation worksheet.

				Worksheet					
User Charges from Member Agencies Unit User Charge per MG Estimated Treatment Flow (MG)				\$ 15,788,081 <b>\$4,087.00</b> 3,863	15,788,081.00	3863			
	O		0		\$ -				
	Influent	Influent	Effluent	Effluent	Removal	Removal	Percent	Removal	Unit Cost
	mg/l	lbs/day	mgd	lbs/day	lbs/day	Ibs/vear	of Cost	Cost/lb	S
		103/day	ture 1	103/044	ibsiday	103/1Cal	UI COSI	03010	
BOD	343.00	30,276	0.00	0	30,276	11,050,575	35.0%	\$5,525,828	\$0,5000
TSS	426.00	37,602	0.00	0	37,602	13,724,621	25.0%	\$3,947,020	\$0.2876
NH3	32.00	2,825	0.00	0	2,825	1,030,957	30.0%	\$4,736,424	\$4.5942
Annual Flow - MG per Day		,							
3,900 MG / 365 days		10.58					10.0%	\$1,578,808	
							100.0%	\$15,788,081	
						1	and the second s		
						1			
			BOD	TSS	NH3	~			
			\$/lb	\$/lb	\$/lb				
							1		
Surcharge Rates:			\$0.5000	\$0.2876	\$4.5942	A.J			
Applied to Concentrations Above:			200 mg/l	250 mg/l	20 ing/1				
					( · · · · ·				
					1	7			
FORMULAS									
lbs/day = flow (mgd) x concentration									
(mg/l) x weight of water (8.34 lbs/gal)				6					
BOD									
Influent	(flow may	1) v (influent		1 11 1 1					
	(IIOw Inge	T) Y (THURCH	mg/l) x 8.34 lbs/g	at = Ibs. cav					
Effluent			mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g						
Effluent									
	(flow mgo	l) x (effluent		al tibs/day					
Effluent TSS Influent	(flow mgo	i) x (effluent i) x (influent	mg/l) x 8.34 lbs/g	al tibs/day al = lbs/day					
Effluent TSS Influent	(flow mgo	i) x (effluent i) x (influent	mg/l) x 8.34 lbs/g mg/l) x <sup>&amp; 34</sup> lbs/g	al tibs/day al = lbs/day					
Effluent TSS Influent	(flow mgo	i) x (effluent i) x (influent	mg/l) x 8.34 lbs/g mg/l) x <sup>&amp; 34</sup> lbs/g	al tibs/day al = lbs/day					
Effluent <u>TSS</u> Influent Effluent <u>NH3</u>	(flow mgo (flow mgo (flow mgo	l) x (effluent l) x (influent l) x (effluent	mg/l) x 8.34 lbs/g mg/l) x <sup>&amp; 34</sup> lbs/g	al ibs/day al = lbs/day al = 1.5/day					
Effluent <u>TSS</u> Influent Effluent <u>NH3</u> Influent	(flow mga (flow mga (flow mga (flow mga	i) x (effluent i) x (influent i) x (effluent i) x (influent	mg/l) x 8.34 lbs/g mg/l) x 5 34 lbs/g mg/l) x 8.34 lbs/g	al ibs/day al = lbs/day al = 1:5:/day al = 1:5:/day					
Effluent <u>TSS</u> Influent Effluent <u>NH3</u> Influent	(flow mga (flow mga (flow mga (flow mga	i) x (effluent i) x (influent i) x (effluent i) x (influent	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al ibs/day al = lbs/day al = 1:5:/day al = 1:5:/day					
Effluent <u>TSS</u> Influent Effluent <u>NH3</u> Influent	(flow mga (flow mga (flow mga (flow mga	i) x (effluent i) x (influent i) x (effluent i) x (influent	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al ibs/day al = lbs/day al = 1:5:/day al = 1:5:/day					
Effluent TSS Influent Effluent NH3 Influent Effluent REMOVAL	(flow mgo (flow mgo (flow mgo (flow mgo (flow mgo	i) x (effluent i) x (influent i) x (effluent i) x (influent i) x (influent	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al = lbs/day al = lbs/day al = lbs/day al = lbs/day al = lbs/day					
Effluent TSS Influent Effluent NH3 Influent Effluent REMOVAL Per day:	(flow mgc (flow mgc (flow mgc (flow mgc (flow mgc Influent lb	<ul> <li>i) × (effluent</li> <li>i) × (influent</li> <li>i) × (effluent</li> <li>i) × (influent</li> <li>i) × (influent</li> <li>i) × (effluent</li> <li>i/day, - Efflue</li> </ul>	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al = lbs/day al = lbs/day al = lbs/day al = lbs/day al = lbs/day val lbs/day					
Effluent TSS Influent Effluent NH3 Influent Effluent REMOVAL Per day:	(flow mgc (flow mgc (flow mgc (flow mgc (flow mgc Influent lb	<ul> <li>i) × (effluent</li> <li>i) × (influent</li> <li>i) × (effluent</li> <li>i) × (influent</li> <li>i) × (influent</li> <li>i) × (effluent</li> <li>i/day, - Efflue</li> </ul>	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al = lbs/day al = lbs/day al = lbs/day al = lbs/day al = lbs/day val lbs/day					
Effluent TSS Influent Effluent NH3 Influent Effluent REMOVAL Per day:	(flow mgc (flow mgc (flow mgc (flow mgc (flow mgc Influent lb	<ul> <li>i) × (effluent</li> <li>i) × (influent</li> <li>i) × (effluent</li> <li>i) × (influent</li> <li>i) × (influent</li> <li>i) × (effluent</li> <li>i/day, - Efflue</li> </ul>	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al = lbs/day al = lbs/day al = lbs/day al = lbs/day al = lbs/day val lbs/day					
Effluent TSS Influent Effluent NB3 Influent Effluent REMOVAL Per day: Per year:	(flow mgc (flow mgc (flow mgc (flow mgc (flow mgc (flow mgc (flow mgc (flow mgc))	<ul> <li>i) x (effluent</li> <li>i) x (influent</li> <li>i) x (effluent</li> <li>i) x (influent</li> <li>i) x (influent</li> <li>i) x (effluent</li> &lt;</ul>	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g	al = lbs/day al = lbs/day al = lbs/day al = lbs/day al = lbs/day val lbs/day r					
Effluent TSS Influent Effluent NH3 Influent Effluent Effluent Per day: Per year: REMOVAL Per Ib:	(flow mgc (flow mgc (flow mgc (flow mgc (flow mgc (flow mgc (flow mgc Total user	<ul> <li>i) x (effluent</li> <li>i) x (influent</li> <li>i) x (effluent</li> <li>i) x (influent</li> <li>i) x (influent</li> <li>i) x (effluent</li> &lt;</ul>	mg/l) x 8.34 lbs/g mg/l) x 8.34 lbs/g mt lb/day = Remo = Removal b/yea	al = lbs/day al = lbs/day al = lbs/day al = lbs/day al = lbs/day val lbs/day r					

D Fiscal year basis. From VVWRA Westewater Data Program (OPS 10 in FY 2019)





#### 5.5 Allocations of Personnel Expenses

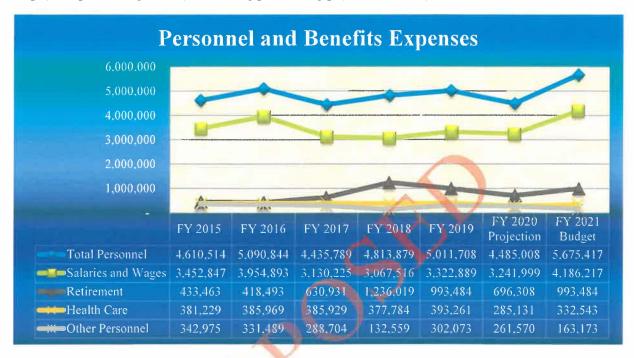
2019         2019         2020 <th< th=""><th></th><th>1</th><th></th><th></th><th></th><th></th><th></th><th></th></th<>		1						
Operations and Maintenance Salary Expenses         S3.503/MG         3.31/020         the Year End         S3.783/MG         9.4087/MG           Regular Salaries         S         3.054/260         S         2,844/301         S         2,254,559         S         3.006,132         S         3,187,537         S         3,963,657           Overtime         Call-Out Pay         66,481         66,120         (3,265)         -         7,2120         14,560         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         164,000         228,000         225,867         124,000         24,087         3241,999         5         4,862,117         224,929         3,324,199         5         4,862,117         5         4,862,117         5         4,862,117         5         4,862,117         5         4,862,117         5         4,862,118         33,14,929         5         -         -         -         -         -								
Operations and Maintenance Salary Expenses Regular Salaries Overtime Call-Out Pay         \$ 3,054,001 \$ 2,284,301 \$ 2,224,599 \$ 3,006,132 \$ 3,187,537 \$ 3,066,557 (24,000 225,867 1 164,000 226,000 (24,810 4,00 225,867 1 164,000 226,000 (24,810 4,00 225,867 1 164,000 226,000 (24,810 4,0				Ç			Ŭ,	Ű,
Regular Salaries       \$ 3,054,200 \$ 2,284,301 \$ 2,245,599 \$ 3,006,132 \$ 3,187,537 \$ 3,265,657         Overtime       167,435 156,500       176,509 \$ 3,006,132 \$ 3,187,537 \$ 3,265,657         Call-Out Pay       68,481 66,120       (3,265)       -       7,210       14,600       208,000         Salaries Expense - Capial       -			\$3,503/MG	\$3,503/MG	3/31/2020	the Year End	\$3.783/MG	\$4,087/MG
Overrise Call-Our Pay         167,435         156,500         176,900         235,867         164,000         200,000           Salarise Expense - Capital         - <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>								
Call-Our Pay Salaries Expense - Capital       68,481       66,120       (3,265)       -       72,120       14,560         Salaries Expense - Capital       5       3026/062       \$       2,428,234       \$       3,241,099       \$       3,422,657       \$       4,186,217         Operations and Maintenance Benefit Expenses       1       18,000       -       \$       3,9685       \$       -       -       18,139       -	Regular Salaries	\$	3,054,260 \$	2,884,301	\$ 2,254,599	\$ 3,006,132	\$ 3,187,537	\$ 3,963,657
Salaries Expense - Capital           (263.214)	Overtime		167,435	156,500	176,900	235,867	164,000	208,000
S         3.026.962         S         3.042.924         S         3.241.999         S         3.423.657         S         4.186.217           Operations and Maintenance Benefit Expenses         Longevity         Yehicle Allowance         S         3.2.714         S         33.209         S         -         S         3.423.657         S         4.186.217           Operations and Maintenance         S         3.2.714         S         33.209         S         -         S         -         18,139         -	Call-Out Pay		68,481	66,120	(3,265)	) <del>.</del>	72,120	14,560
Operations and Maintenance Benefit Expenses         Longevity         \$ 32,714         \$ 33,209         \$ -         \$ -         \$ 39,685         \$ -         .         Nethice Allowance         .         .         18,000         -         .         18,139         -         .	Salaries Expense - Capital	_	(263,214)	1943			29	
Longevity       \$ 32,714 \$ 332,09 \$ - \$ - \$ 39,685 \$ -         Vehicle Allowance       -         Sick Leave Buy Back       -         Medicare       46,750       42,083         Spert       -         Medicare       46,750       42,083         Spert       -       -         Medicare       46,750       42,083         Dental / Vision Insurance       358,402       222,436         Dental / Vision Insurance       34,859       22,436         Vehicle Allowance       54,723       88,291         Workers Comp Insurance       54,723       88,291         Dental / Vision Insurance       54,723       88,291         Dental / Vision Insurance       54,723       88,291         Derts / Retirement - GASB 68       369,047       -         PERS / Retirement-EUL       -       -         Life Insurance       15,783       15,700       21,525       387,608       436,059         Unemployment Insurance       30,367       20,331       8,000       -       -       -         Misc Personel Expense       6,679       11,950       6,114       8,152       13,750       -         Benefits Expenses       123,016       8,1080<		\$	3.026.962 \$	3,106,921	\$ 2,428,234	\$ 3,241,999	\$ 3,423.657	\$ 4,186,217
Vehicle Allowance       -       18,000       -       -       18,139       -         Sick Leave Buy Back       -       <	Operations and Maintenance Benefit Expenses							
Vehicle Allowance       -       18,000       -       -       18,139       -         Sick Leave Buy Back       -       -       18,000       -       -       -       18,139       -         Medicare       46,750       42,0283       37,818       50,424       46,6564       66,556         Social Security Expense       5,997       -       (351)       - <td< td=""><td>Longevity</td><td>\$</td><td>32,714 \$</td><td>33,209</td><td>s -</td><td>\$ -</td><td>\$ 39,685</td><td>\$ -</td></td<>	Longevity	\$	32,714 \$	33,209	s -	\$ -	\$ 39,685	\$ -
Medicare       46,750       42,083       37,818       50,424       46,564       66,556         Social Security Expense       5,997       -       (351)       -			3 <b>4</b> 0	18,000	÷.	÷	18,139	
Social Security Expense       5,997       -       (351)       -       -       -         PERS / Health Insurance       358,402       222,969       213,848       285,131       315,462       332,543         Dental / Vision Insurance       34,859       22,436       (1,383)       -       27,960       -         Workers Comp Insurance       54,723       88,291       106,096       141,461       116,915       62,000         PERS / Retirement - GASB 68       369,047       -       -       -       -       -         PERS / Retirement - GASB 68       369,047       - </td <td>Sick Leave Buy Back</td> <td></td> <td></td> <td>-</td> <td><u>9</u></td> <td>5</td> <td></td> <td>-</td>	Sick Leave Buy Back			-	<u>9</u>	5		-
Social Security Expense       5,997       -       (351)       -       -       -         PERS / Health Insurance       358,402       222,969       213,848       285,131       315,462       332,543         Dental / Vision Insurance       34,859       22,436       (1,383)       -       27,960       -         Workers Comp Insurance       54,723       88,291       106,096       141,461       116,915       62,000         PERS / Retirement - GASB 68       369,047       -       -       -       -       -         PERS / Retirement - GASB 68       369,047       - </td <td></td> <td></td> <td>46,750</td> <td>42,083</td> <td>37,818</td> <td>50,424</td> <td>46,564</td> <td>66,556</td>			46,750	42,083	37,818	50,424	46,564	66,556
PERS / Heakin Insurance       358,402       232,969       213,848       285,131       315,462       332,543         Dental / Vision Insurance       348,859       22,436       (1,383)       -       27,960       -         Workers Comp Insurance       54,723       88,291       106,096       141,461       116,915       62,000         PERS / Retirement - GASB 68       664,437       -       -       -       -       -         PERS / Retirement-EUL       -       366,667       299,706       387,608       436,059       -       -         Life Insurance       18,669       10,948       6606       22,141       11,431       19,096         Disability Insurance       18,669       10,948       6606       22,141       11,431       19,096         Disability Insurance       30,367       20031       8,005       10,673       25,583       -         OPEB Expense       67,669       11,500       6,114       8,152       13,700       - </td <td></td> <td></td> <td>5,997</td> <td>,</td> <td>,</td> <td>-</td> <td></td> <td></td>			5,997	,	,	-		
Workers Comp Insurance       54,723       88,291       106,096       141,461       116,915       62,000         PERS / Retirement       624,437       252,000       231,525       308,700       303,035       993,484         PERS / Retirement - GASB 68       369,047       - </td <td>PERS / Health Insurance</td> <td></td> <td>358,402</td> <td>232,969</td> <td>213,848</td> <td>285,131</td> <td>315,462</td> <td>332,543</td>	PERS / Health Insurance		358,402	232,969	213,848	285,131	315,462	332,543
PERS / Retirement       624,437       252,000       231,525       308,700       303,035       993,484         PERS / Retirement-GASB 68       369,047       -	Dental / Vision Insurance		34,859	22,436	(1,383)	-	27,960	
PERS / Retirement - GASB 68       369,047       -	Workers Comp Insurance		54,723	88,291	106,096	141,461	116,915	62,000
PERS / Retirement-EUL       -       366,667       299,706       387,608       436,059       -         Life Insurance       15,783       15,370       21,539       28,719       16,807       15,521         Unemployment Insurance       18,669       10,948       6,606       22,141       11,431       19,096         Disability Insurance       30,367       20,331       8,005       10,673       25,583       -         Misc Personnel Expense       6,769       11,500       6,114       8,152       13,750       -         OPEB Expense       123,016       85,000       -       -       30,000       -         Benefits       5       1,583,810       \$       1,29,872       \$       1,243,009       \$       1,401,390       \$       1,408,200         Capital Salary and Benefits Expenses         Salaries       263,214       \$       129,872       \$       226,838       \$       302,451       \$       123,510       \$       - <td>PERS / Retirement</td> <td></td> <td>624,437</td> <td>252,000</td> <td>231,525</td> <td>308,700</td> <td>303,035</td> <td>993,484</td>	PERS / Retirement		624,437	252,000	231,525	308,700	303,035	993,484
Life Insurance       15,783       15,370       21,539       28,719       16,807       15,521         Unemployment Insurance       18,669       10,948       16,606       22,141       11,431       19,096         Disability Insurance       30,367       20,331       8,005       10,673       25,583       -         Misc Personnel Expense       6,769       11,500       6,114       8,152       13,750       -         OPEB Expense <t< td=""><td>PERS / Retirement - GASB 68</td><td></td><td>369,047</td><td>640</td><td>1</td><td>· · ·</td><td></td><td>343</td></t<>	PERS / Retirement - GASB 68		369,047	640	1	· · ·		343
Unemployment Insurance       18,669       10,948       16,606       22,141       11,431       19,096         Disability Insurance       30,367       20,331       8,005       10,673       25,583       -         Misc Personnel Expense       6,769       11,500       6,114       8,152       13,750       -         OPEB Expense       6,769       11,500       6,114       8,152       13,750       -         Benefits Expense       -       -       30,000       -       -       -       -         \$       1,583,810       \$       1,198,804       \$       930,523       \$       1,401,390       \$       1,489,200         Capital Salary and Benefits Expenses         Salarics       5       263,214       \$       129,872       \$       226,838       \$       302,451       \$       1,489,200         Capital Salary and Benefits Expenses         Salarics         Benefits       5       201,723       \$       226,838       \$       302,451       \$       123,510       \$       -         Total Personnel Expenses         1. Allocations to Operations and Maintenance Fund       \$       (3,307,728)	PERS / Retirement-EUL		ie.	366,667	299,706	387,608	436,059	
Disability Insurance Misc Personnel Expense Benefits Expense Benefits Expense Benefits Expense Benefits Expense Benefits Expense Benefits Expense Benefits Expense Benefits Expenses Benefits Expenses Salaries Benefits $30,367$ $(137,723)$ $20,331$ $(137,723)$ $8,005$ $(114)$ $10,673$ $(114)$ $25,583$ $(114)$ $-$ $(137,723)$ $-$ 	Life Insurance		15,783	15,370	21,539	28,719	16,807	15,521
Misc Personnel Expense $6,769$ $11,500$ $6,114$ $8,152$ $13,750$ $-$ OPEB ExpenseBenefits Expense - Capital $123,016$ $85,000$ $  30,000$ $-$ Capital Salary and Benefits Expenses $51,583,810$ $$1,198,804$ $$930,523$ $$1,243,009$ $$$1,401,390$ $$$1,489,200$ Capital Salary and Benefits Expenses $5263,214$ $$129,872$ $$226,838$ $$302,451$ $$$123,510$ $$$-$ SalariesBenefits $$1,7723$ $$23,741$ $$34.595$ $$46,127$ $$26,141$ $-$ Salaries $$1,400,937$ $$153,613$ $$261,433$ $$348,578$ $$$149,651$ $$-$ Total Personnel Expenses $$1,410,1390$ $$4,459,338$ $$3,620,190$ $$4,833,586$ $$4,974,698$ $$5,675,417$ Allocations of Operations and Maintenance $$1,410,1390$ $$1,424,1993$ $$1,23,510$ $$1,198,514$ $$1,23,510$ $$1,1489,200$ 2. Allocation To Capital Fund $$1,410,1390$ $$1,4459,338$ $$3,620,190$ $$4,833,586$ $$4,974,698$ $$5,675,417$ 2. Allocation To Capital Fund $$1,410,1390$ $$1,430,044$ $$1,152,386$ $$(868,846)$ $$1,160,061$ $$1,241,799$ $$1,966,697$ $$1,410,1390$ $$1,400,1371$ $$1,330,07728$ $$(289,6151)$ $$1,386,6871$ $$1,384,912$ $$ $2,410,1390$ $$1,400,1371$ $$1,330,5751$ $$1,4446,8991$ $$1,4380,200$ $$1,4330,5751$ $$1,4446,8991$ $$1,4593,7861$ $$1,5575,754,171$ $$2,410,1720$	Unemployment Insurance		18,669	10,948	16,606	22,141	11,431	19,096
Misc Personnel Expense $6,769$ $11,500$ $6,114$ $8,152$ $13,750$ $-$ OPEB ExpenseBenefits Expense - Capital $123,016$ $85,000$ $  30,000$ $-$ Capital Salary and Benefits Expenses $5,769$ $1,198,804$ $9$ $930,523$ $$1,243,009$ $$$1,401,390$ $$$1,489,200$ Capital Salary and Benefits Expenses $5,762,214$ $$1,29,872$ $$226,838$ $$302,451$ $$$1,243,009$ $$$1,401,390$ $$$1,489,200$ Capital Salary and Benefits Expenses $$263,214$ $$$1,29,872$ $$226,838$ $$302,451$ $$$1,23,510$ $$$$-$ Salaries $$$263,214$ $$$1,29,872$ $$226,838$ $$$302,451$ $$$123,510$ $$$$-$ Benefits $$$1,7723$ $$23,741$ $$34.595$ $$46,127$ $$26,141$ $-$$$Total Personnel Expenses$$1,709$$4,459,338$3,620,190$$4,833,586$$4,974,698$$5,675,417Allocations of Derations and Maintenance$$1,0172$$$(4,080,784)$$(3,305,75)$$$(4,446,899)$$$$(4,589,786)$$$$$(5,575,417)2. Allocation To Capital FundTo Construction$$$$$(400,937)$$$$(378,554)$$$$$$$$(289,615)$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$	Disability Insurance		30,367	20.331	8,005	10,673	25,583	
Benefits Expense - Capital       (137,723)       -	-		6,769	11,500	6,114	8,152	13,750	-
Benefits Expense - Capital       (137,723)       -	OPEB Expense		123,016	85,000			30,000	
\$\$ 1,583,810 \$\$ 1,198,804 \$\$ 930,523 \$\$ 1,243,009 \$\$ 1,401,390 \$\$ 1,489,200         Capital Salary and Benefits Expenses         Salaries         Benefits         Benefits         \$\$ 263,214 \$\$ 129,872 \$\$ 226,838 \$\$ 302,451 \$\$ 123,510 \$\$ -1401,390 \$\$ 1,489,200         \$\$ 263,214 \$\$ 129,872 \$\$ 226,838 \$\$ 302,451 \$\$ 123,510 \$\$ -26,141 \$\$ -153,613 \$\$ 261,433 \$\$ 348,578 \$\$ 149,651 \$\$ -         \$\$ 5,011,709 \$\$ 4,459,338 \$\$ 3,620,190 \$\$ 4,833,586 \$\$ 4,974,698 \$\$ 5,675,417         Allocations of Personnel Expenses         1. Allocations to Operations and Maintenance Fund         To Operations and Maintenance         To Administration         2. Allocation To Capital Fund         To Construction         \$\$ (400,937) \$\$ (378,554) \$\$ (289,615) \$\$ (386,687) \$\$ (384,912) \$\$ -			(137,723)	1	¥ .		-	-
Salaries       Salaries         Benefits       \$         263,214 \$         129,872 \$         226,838 \$         302,451 \$         123,510 \$         -         -         137,723 23,741 34.595 46,127 26,141 -         -         348,578 \$         149651 \$         -         -         348,578 \$         149651 \$         -         -         348,578 \$         149651 \$         -         -         348,578 \$         149651 \$         -         -         -		\$	1,583,810 \$	1,198,804	\$ 930,523	\$ 1,243,009	\$ 1.401,390	\$ 1,489,200
Salaries       Salaries         Benefits       \$         263,214 \$         129,872 \$         226,838 \$         302,451 \$         123,510 \$         -         -         137,723 23,741 34.595 46,127 26,141 -         -         348,578 \$         149651 \$         -         -         348,578 \$         149651 \$         -         -         348,578 \$         149651 \$         -         -         348,578 \$         149651 \$         -         -         -	Canital Salary and Benefits Expenses							
Benefits       157.723       23,741       34.595       46,127       26,141       -         Total Personnel Expenses       400,997       \$ 153,613       \$ 261,433       \$ 348,578       \$ 149651       \$ -         Allocations of Personnel Expenses       5 5,011,709       \$ 4,459,338       \$ 3,620,190       \$ 4,833,586       \$ 4,974,698       \$ 5,675,417         Allocations of Dersonnel Expenses       1. Allocations and Maintenance       Fund       \$ 5,011,709       \$ 4,459,338       \$ 3,620,190       \$ 4,833,586       \$ 4,974,698       \$ 5,675,417         Comparisons and Maintenance       (3,307,728)       (2,928,398)       (2,461,729)       (3,286,838)       (3,347,987)       (3,708,720)         To Administration       (1,303,044)       (1,152,386)       (868,846)       (1,160,061)       (1,241,799)       (1,966,697)         2. Allocation To Capital Fund       To Construction       \$ (400,937)       \$ (3,78,754)       \$ (3,330,575)       \$ (4,446,899)       \$ (4,589,786)       \$ (5,675,417)		5	263,214 \$	129.872	\$ 226.838	\$ 302.451	\$ 123.510	\$
S       400,937       \$       153,613       \$       261,433       \$       348,578       \$       149,651       \$       -         Total Personnel Expenses       .       Allocations of Personnel Expenses       .			1.	,	,	-	-	
Allocations of Personnel Expenses         1. Allocations to Operations and Maintenance Fund         To Operations and Maintenance         To Administration         2. Allocation To Capital Fund         To Construction         \$ (400,937) \$ (378,554) \$ (289,615) \$ (386,687) \$ (384,912) \$ -		5				,		
1. Allocations to Operations and Maintenance Fund       (3,307,728)       (2,928,398)       (2,461,729)       (3,286,838)       (3,347,987)       (3,708,720)         To Operations and Maintenance       (1,303,044)       (1,152,386)       (868,846)       (1,160,061)       (1,241,799)       (1,966,697)         Station To Capital Fund       (2,401,772)       (4,080,784)       (3,330,575)       (4,446,899)       (4,589,786)       (5,675,417)         2. Allocation To Capital Fund       (3,400,937)       (378,554)       (289,615)       (384,912)       -	Total Personnel Expenses	s	5.011,709 \$	4,459,338	\$ 3,620,190	\$ 4,833,586	\$ 4,974,698	\$ 5,675,417
1. Allocations to Operations and Maintenance Fund       (3,307,728)       (2,928,398)       (2,461,729)       (3,286,838)       (3,347,987)       (3,708,720)         To Operations and Maintenance       (1,303,044)       (1,152,386)       (868,846)       (1,160,061)       (1,241,799)       (1,966,697)         Station To Capital Fund       (2,401,772)       (4,080,784)       (3,330,575)       (4,446,899)       (4,589,786)       (5,675,417)         2. Allocation To Capital Fund       (3,400,937)       (378,554)       (289,615)       (384,912)       -		-	1					
To Operations and Maintenance       (3,307,728)       (2,928,398)       (2,461,729)       (3,286,838)       (3,347,987)       (3,708,720)         To Administration       (1,303,044)       (1,152,386)       (868,846)       (1,160,061)       (1,241,799)       (1,966,697)         2. Allocation To Capital Fund       (4,610,772)       (4,080,784)       (3,330,575)       (4,446,899)       (4,589,786)       (5,675,417)         2. Allocation To Capital Fund       (4,00,937)       (378,554)       (289,615)       (384,912)       -		-						
To Administration       (1,303,044)       (1,152,386)       (868,846)       (1,160,061)       (1,241,799)       (1,966,697)         2. Allocation To Capital Fund       \$								
2. Allocation To Capital Fund       \$ (4,610,772) \$ (4080,784) \$ (3,330,575) \$ (4,446,899) \$ (4,589,786) \$ (5,675,417)         To Construction       \$ (400,937) \$ (378,554) \$ (289,615) \$ (386,687) \$ (384,912) \$ -			( ) ) )	( ) ) )	,	,	( ) ) )	
2. Allocation To Capital Fund To Construction \$ (400.937) \$ (378,554) \$ (289,615) \$ (386,687) \$ (384,912) \$ -	To Administration	_						
To Construction \$ (400.937) \$ (378,554) \$ (289.615) \$ (386.687) \$ (384,912) \$ -		\$	(4,610,772) \$	(4,080,784)	\$ (3,330,575)	\$ (4.446.899)	\$ {4,589,786}	\$ <u>[5,675,417]</u>
Personnel Expenses After Allocations		\$						
	Personnel Expenses After Allocations	\$	- \$		\$ -	\$ -	s -	\$ -

The personnel costs have remained stable with a slight increase over the years and a jump during FY 2016 when more staff was employed in anticipation of operating those two plants in Hesperia and Apple Valley. However, the personnel costs declined in FY 2017 through FY 2019 to reflect 1/3 lay-off during FY 2017 under the scenario where the agency will not operate those two plants without a sufficient operating fund. The FY 2021 total personnel budget reflects an increase in Cal PERS retirement projected costs and Consumer Price Index adjustments.

The health care cost has been kept at about the same level throughout the period from FY 2015 to FY 2021.



Other personnel costs include OPEB costs, Medicare, workers comp insurance, life insurance, unemployment insurance, and disability insurance. We have eliminated other personnel expense of payroll processing fees by switching processing payroll internally.



Source: VVWRA. FY = Fiscal Year ended June 30

#### 5.6 Budget Statement of Repairs and Replacement Fund

	_				_		_					
		2019	1	2018	1	2020	1	2020	1	2020	Γ	2021
		Actual	L .	Budget		Actual as of	L .	Projected to	L .	Budget		Budget
		\$3,503/MG		\$3,274/MG	L	3/31/2020		the Year End		\$3 783/MG		\$4,087/MC
tepairs and Replacements Financing Sources			-				-		-			
Transferred from Operations & Maintenance Fund	\$	2.242.009	\$	2 749 326	\$	793 573	\$	1.058.097	\$	2.666.326	\$	
·	\$	2,242,009	\$	2,749,326	\$	793,573	\$	1 058 097	\$	2 666 326	\$	
xpenses												
Personnel and Benefits	\$	-	\$		\$		\$		\$		\$	
Maintenance		260,052		1,204,326		456,476		608,635		1,896,326		
Operations		20,433		25,000		3,592		4,789				
Administration		73,000		150,000		82,024		109,365		145,000		5
Construction		1.888,524		1,370,000		251 481		796,308		625,000		
	\$	2,242.009	\$	2 749.326	\$	793.573	\$	1,519097	\$	2.666.326	\$	î
ebt Services												
SRF Principal	\$		\$	-	\$	-	\$	-	\$		\$	
SRF Interest	-			-						-		
	\$		\$		\$		\$	1.1	\$		\$	
otal Repairs and Replacements Expenses with Debt Services	\$	2,242,009	\$	2,749,326	\$	793,573	s	1,519,097	\$	2,666,326	\$	-
epairs and Replacements Net Surplus or (Deficit)	\$	-	\$	-	\$	1 -	\$	(461,000)	\$		5	194

This Repairs and Replacement (R&R) Fund has been a part of Operations and Maintenance (O&M) Fund in the past-year budget presentations. For budget year FY 2021, we are combining the R&R fund expenses into the O&M fund expenses. As a reference, we show the past R&R fund expenses in detail in the next page.

FY2020-21 Proposed Annual Budget

		2019	1	2019	r	2020	2020	Т	2020	<u> </u>	2021
		Actual		Budget	L	Actual as of	Projected to		Budget		Budget
		\$3,503/MG		\$3,503/MG		3/31/2020	the Year En	d	\$3,783/MG		\$4,087/MG
Personnel Expenses Allocations										-	
Allocation to Operations and Maintenance	\$	×	\$	100	\$		- 2	\$	× .	\$	-
Allocation to Administrations						<u> </u>	844				
	\$		\$	1.58	\$		s -	\$		\$	171
Maintenance Expenses											
Maintenance Equipment	\$	108,609	\$	353,000	\$	245,858	\$ 327,81	1 \$	424,000	\$	
Instrumentation	J.	151,443	Ť	394,326	Ű	134,560	179,41		747,326	Ť	1.4
Total Grounds Maintenance & Landscaping		151,445		425,000		76,058	101,41		725,000		
Vehicle Repairs		2/ #		32,000				•	,		-
Interceptor Sewer Maintenance		-		5 <b>4</b> 0					-		
Maintenance Safety Equipment		2				-			2		-
Misc. Maintenance Expense		-				-	-		-		
Miller Martenaties Expense	\$	260,052	s	1,204,326	\$	456,476	\$ 608,63	5 \$	1,896,326	s	-
		200,002	-	1,201,520		100,110		-	1,070,020	-	
Operations Expenses							1				
Process Chemicals	\$	×.	\$	1	\$	÷	s 👘	S	2	\$	14
Utilities		-							-		-
Trash and Sludge		-		200		1		1	-		- <b>H</b>
Fuel and Lubricants		-		( <u> </u> )		1 4 N			2		620
Lab Supplies and Services		-		<del>.</del>		· · · /	17-		-		0.50
Outside Lab Services		Ξ.		-		1			-		5 <b>.</b>
Safety		20,433		25,000	r		/ .		2		
Custodial Services and Supplies									-		
Equipment Rental		<u></u>		140		3.592	4,78	9	-		S247
Uniforms		-		120					-		
Security						-	-		-		-
Permits							3 <b>4</b> 0		-		242
Misc. Operating Expense	-			1		· · ·					
	\$	20,433	\$	25,000	-5	3,592	\$ 4,78	9 \$		\$	
			)								
Administrations Expenses		-									
Telephone and Communications	\$,	100	\$	- 18 C	\$	*	: <del>س</del> ا \$	\$	-	\$	
Computer Supplies		820		50,000		-	-		¥.		•
Office Supplies	1			620			-		₹.		050
Travel, Meeting, Training		1		3 <del>6</del> 8					-		
Professional Services / Cons		-		100,000		-			145,000		-
Membership, Fees, Licenses				3 <b>.</b>					-		-
Professional Services		72,180				82,024	109,36	5	-		-
Legal Services and Fees		-		÷.		8	-		-		-
Temporary Labor	1	7		2 <b>.</b>			5 <b>.</b>		~		
Bond & Liability Insurance		÷		×.		-			-		
Finance Fees		E.		-		-	•		5		•
Misc. Administration Expense		-		3 <b>7</b> 5		7	100				
Permit Fees		-		· • ·			5 <b>-</b> - (		-		•
Rent		•				÷	-		5		•
Supplemental Environmental Project Payment		*	_	350	-	-			-		3 <b>*</b> 5-
	\$	73,000	\$	150,000	\$	82,024	\$ 109,36	\$	145,000	\$	-
Construction Expenses	\$	1,888,524	\$	1,370,000	\$	251,481	\$ 796,30	8 \$	625,000	\$	
Total Repairs and Replacements Fund Expenses	\$	2,242,009	\$	2,749,326	\$	793,573	\$ 1,519,09	7 \$	2,666,326	\$	



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## 5.7 Budget Statement of Capital Fund

		2019	2019	2020	2020		2020		2021
		Actual	Budget	Actual as of	Projected to the		Budget		Budget
	\$4	,000/EDU	\$4,000/EDU	3/31/2020	Year End		\$4,679/EDU	1	\$4,679/EDU
Revenues			1		1	-			
Connection Fees	s	3,088,860	2,000,000	\$ 1,096,735	\$ 1,462,313	e	2.254.625	\$	2,339,50
Interest	Ŷ	280,209	35,000	169,808	226,411	φ	50,000	Ŷ	180,00
Grant - FEMA/Cal-EMA		-	3,105,375	-	-				
Grant - Water Recycling			-		-		-		
Grant - Proposition 1		*		-	-				
Grant - Proposition 84		*	-	-	-				(e)
Grant - Title 16		-	¥.	-	14. I		3a		
Grant - CEC Microgrid		294,907	¥	11,328	15,104		-		
	\$	3,663,976	5,140,375	1,277.871	\$ 1,703,828	\$	2,304,625	\$	2.519,50
Other Financing Sources									
SRF Loan Funding	\$	44,970 \$			s -	5	-	\$	-
	\$	44,970 \$	- 1	s	s .	\$	-	\$	560
Total Capital Revenues and Other Financing Sources	\$	3,708,946 \$	5,140,375 \$	1,277,871	\$ 1,703,828	s	2,304,625	\$	2,519,50
Expenses					1	1			
Personnel and Benefits	\$	400,937 \$	378,554	289,615	\$ 386,153	\$	384,912	\$	2.00
Maintenance		-		1	S 2 -				2.43
Operations		¥1	170				170		(iii)
Administration		(2,054)		-	1		50,000		
Construction		342.519	430,000	31,888	42,517	_	550,000		
	\$	741,402 \$	3418 724 5	321,503	\$ 428,670	\$	985,082	\$	
Debt Services									
SRF Principal	\$	1,950,231 \$	2,002,675 \$	1,920,208	\$ 1,981,331	s	1,981,331	s	1,763,058
SRF Interest	-	423,176	437,219	310,677	405,395	-	405,395	÷	370014
and antibat	\$	2,373.407 \$				s	2,386,726	\$	2,133,07
Total Capital Expenses with Debt Services	\$	3,114,809 5	3,248,618 5	2,552,388	\$ 2,815,396	s	3,371,808	s	2,133,072
Interfund Loan to the Operations & Maintenance Fund	1		1 m				(1,963,621)		
Capital Net Surplus or (Deficit)	5	594.137 \$	1.891.757 5	(1.274,517)	\$ (1,111,568	15	(3,030,804)	\$	386,428

#### Impact of Capital Project Funding on Operations

The agency has seven outstanding Clean Water State Revolving Fund loans from the California State Water Resources Control Board (SWRCB) with the total principal \$80.6 million outstanding as of April 30, 2020 whose annual payments become due throughout the year. The principal payment due for FY 2021 is \$3.82 million and the corresponding interest due is \$1.06 million. The agency has considered the operation portion of these debt payments is \$2.06 million and the corresponding interest of \$.69 million for FY 2021. In addition to the actual payments, the loan agreements require that VVWRA set up a loan reserve to cover one-year payment of principal and interest for all of the loans that would bind some of user fees and connection fees. Additional constrain in the operation revenues is that SWRCB sets a legal binding on user and collection fees in case of a default. Further, the loan agreements require the agency maintain debt coverage ratio of 1.2 throughout the year. In order to be in compliance, the member agencies have agreed to rate increases over the period of five years that are a basis for the five-year financial plan.

Supplemental Capital
Description
Bar Screen Rebuild
Primary Sludge Pumps 5-8 Replacement
Digesters 1-3 Equipment Rebuilds / Purchases
Grit Pump and Check Valve life Replacement
Gas Scrubber Media Replacement
2G Heads Replacement
Vehicles
Total Supplemental Capital

Sunnlemental Canital

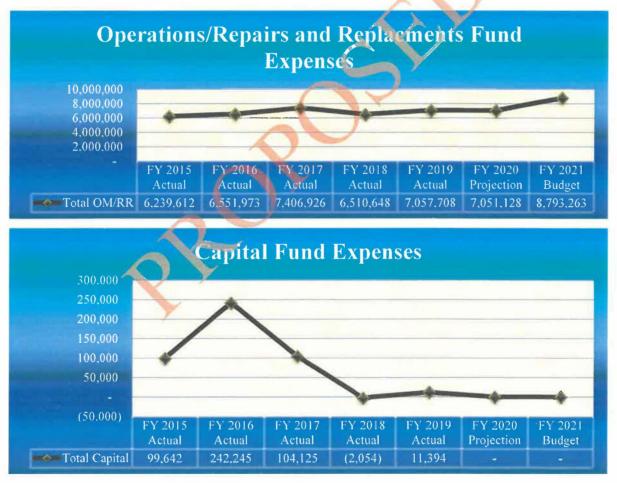
#### 5.8 Department Supplemental Capital Purchases

For FY 2021, the Authority eliminated the Repairs and Replacements Fund and rolled the reoccurring regular operational expenses into the Operations and Maintenance Fund. Significant capital assets that need replacement on an as-needed basis are now within the Operations and Maintenance Fund as supplemental capital purchases. These assets are not normally critical to operations and can be budgeted only when funds are available. The list of supplemental purchases requested for FY 2021 are presented in the list above and further details below:

- Bar Screen Rebuild One of the two bar screens was replaced with a new unit last year. To save money the removed unit will be rebuilt, as opposed to purchasing a new unit to keep on the shelf as a critical spare.
- Primary Sludge pumps 5-8 Replacement Purchasing of parts to have on the shelf to rebuild these critical pumps and alleviate any long leave times.
- Digesters 1-3 Equipment Rebuilds / Purchases Funding for the continuing work on the rehabilitation of Digesters 1-3. Covers unexpected items not covered in the Anaergia contract.
- Grit Pump and Check Valve Life Replacement Equipment is at the end of service life and need to be replaced.
- Gas Scrubber Media Replacement Funding for media replacement in two of the four treatment vessels. Media in the other two vessels was accomplished in FY 19.
- 2G Heads Replacement The cylinder heads on the 2G CHP units are at the end of service life and need to be replaced.
- Vehicles Several vehicles in the VVWRA fleet are inoperable or have reached a point in their life cycle that they are no longer worth investing further repair dollars to keep them running. This FY VWRA staff will identify which vehicles need replacement and an appropriate scope will be developed to be competitively bid for replacement vehicles.

#### 5.9 Operational Overview of Expenses

The operations and repairs/replacements expenses were at about the same level from FY 2015 to FY 2019. Up to FY 2020, such costs were kept low forced by a low cash flow level. FY 2021's expenses increase significantly when necessary repairs and replacements can no longer wait without causing alarming level of loss in pipeline and equipment integrity. In addition, these expenses continue to show the high electricity costs for the UV system throughout the period. During FY 2020, VVWRA has continued its micro-grid project to cope with such high electricity costs and unpredictable loss of steady energy level. The capital fund expenses excluding construction in progress (CIP) increased significantly from FY 2015 to FY 2016 due to minor projects that contribute to the regional plant's capacity growth. Between FY 2018 and FY 2021, the capital fund expenses remain low. One major difference for the capital expenses for FY 2021 is that the capital expenses for operations are excluded in the capital costs but rather included in operations costs.



Source: VVWRA - The graphs excludes personnel costs.

FY = Fiscal Year ended June 30



#### 5.10 Historical Comparison of Operational Revenues to Expenses

The following graphs show actual revenues and expenses during the last ten years.

	Т	otal	Revenue	s	
June 30	al Operating Revenues	C	otal Non- Operating Revenues	Tota	al Revenues
2019	\$ 14,649,380	\$	3,665,387	\$	18,314,767
2018	14,696,537		5,317,638		20,014,175
2017	13,655,631		9,797,819		23.453,450
2016	12,305,439		14,416,430		26,721.869
2015	11,850,841		27,703,303	1	39,554,144
2014	11,134,994		8,091,504	1	19,226.498
2013	11,716,313		5,864,532		17,580,845
2012	10,667,026		4,944,099	-	15,611,125
2011	10,873,678	1	4,784,712	1	15,658,390
2010	9,994,967	4	3,356,309		13,351,276

				Operatin	R.	7				Total Non- Operating Expenses		Combined Expenses
June 30	Personnel	Maintenance		Operations	Ad	ministration	Depreciation	al Operating Expenses				
2019	\$ 5,011,708	\$ 1,880,448	\$	2,928,704	S	2,162,267	\$ 12,468,103	\$ 24,451,230	\$	1,255,633		25,706,86
2018	4,813.879	1,654,794		2.871,169		1,783.254	9,226,174	20,355,267		1.937,435		22,292,70
2017	4,435,790	1,936.625		2,444,093		2,087,840	7,900,370	18,804,718		1,555,468	Г	20,360,18
2016	5,090,845	1,892,137		1 159 892		1,831,796	6,645,579	17,820,239		1,214,952		19.035,19
2015	4,610,511	1,902,719	5	1,865,289		1,734,702	6,788,528	16,901,749		1,335,646		18,237,39
2014	4,475,438	1,647,896		?,183,544		1,784,021	6,612,402	16,703,301	111-	1,535,497		18,238,79
2013	4,386,713	1,377,024	1	2,169,317		2,044,400	5,760,766	15,738,220		1,356,772		17,094,99
2012	4,398,077	3 041.988		2,828,368		1,788,697	5,620,847	17,677,977		2,389,888		20,067,86
2011	4,356,129	881,688		2,521,414		1,498,077	5,674,684	14,933,992		572,285		15,506,27
2010	4,596,477	652,862		2,023.628		1,365.467	5,664,279	14,302,713		304,779		14,607,49

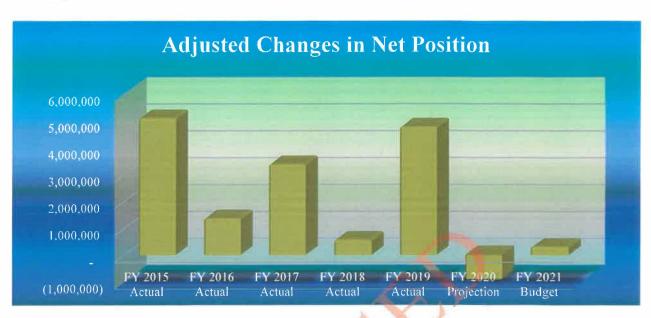
\*Per prior year adjustment

#### 5.11 Changes in Net Position

The table below shows *adjusted changes in net position* whose amounts are highlighted in navy blue in the table. The graph below shows the fluctuation of adjusted changes in net position during FY 2015 through FY 2021, or the total revenues over total expenses. The decrease is mostly due to the sharp decline of connection fee revenues from member agencies. Although the connection fee revenues shows an increase of 123% from \$1,387,175 in FY 2015 to \$3,088,860 in FY 2019, \$1.2 million out of the \$3.1 million connection fees accrued during FY 2019 was from the uncollected revenues. On the other hand, the operating expenses have increased by 18%, from \$10,113,221 in FY 2015 to \$11,983,127 in FY 2019. Grant revenues are recorded in CAFR but most of related construction costs are recorded in a construction in progress, excluded from expenses. For fair comparison purpose, the above actual net positions from FY 2015 to 2019 are adjusted by adding back the grant related capitalized expenses and adding non-cash depreciation and amortized interest expenses. Please see detailed discussions on capital improvement projects anticipated during FY 2021 at sections *5.1*, *6.2*, and *6.3*.

Beginning Net Position	Changes in Net Position per CAFR *=Per Budget	Ending Net Position	CIP/Interest Amortization and Depreciations Expense	Adjusted Changes in Net Position	Adjusted Ending Net Position*
98,508,205	21,316,749	119,824,954	(16,212,939)	5,103,810	103,612,015
119,824,954	7,686,678	127,511,632	(6,308,679)	1,377,999	121,202,953
127,511,632	2,255,301	129,766,933	1,132,183	3,388,114	130,899,746
129,766,933	(2,278,527)	127,488,406	2,849,811	571,284	130,338,217
129,766,933	(7,392,096	120,096,310	12,173,196	4,781,100	132,269,506
120,096,310	(962,405)*	119,133,905		(962,405)	119,133,905
119.133.905	313.559*	119,447,464	•	313,559	119,447,464
]	98,508,205           119,824,954           127,511,632           129,766,933           129,766,933           120,096,310	Beginning Net Position         Net Position per CAFR           *=Per Budget           98,508,205         21,316,749           119,824,954         7,686,678           127,511,632         2,255,301           129,766,933         (2,278,527)           129,766,933         (7,392,096           120,096,310         (962,405)*	Beginning Net Position         Net Position per CAFR         Ending Net Position           98,508,205         21,316,749         119,824,954           119,824,954         7,686,678         127,511,632           127,511,632         2,255,301         129,766,933           129,766,933         (2,278,527)         127,488,406           129,766,933         (7,392,096         120,096,310           120,096,310         (962,405)*         119,133,905	Beginning Net Position         Net Position per CAFR         Ending Net Position         Amortization and Depreciations           *=Per Budget         *19,824,954         (16.212,939)           119,824,954         7,686,678         127,511,632         (6,308,679)           127,511,632         2,255,301         129,766,933         1,132,183           129,766,933         (7,392,096         120,096,310         12,173,196           120,096,310         (962,405)*         119,133,905         -	Beginning Net Position         Net Position per CAFR         Ending Net Position         Amortization and Depreciations         Changes in Net           98,508,205         21,316,749         119,824,954         (16.212,939)         5,103,810           119,824,954         7,686,678         127,511,632         (6,308,679)         1,377,999           127,511,632         2,255,301         129,766,933         1,132,183         3,388,114           129,766,933         (2,278,527)         127,488,406         2,849,811         571,284           129,766,933         (7,392,096         120,096,310         12,173,196         4,781,100           120,096,310         (962,405)*         119,133,905         -         (962,405)

\* Note: Adjusted Ending Net Position = Beginning Net Position + Adjusted Changes in Net Position



Source: VVWRA FY = Fiscal Year ended June 30

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#### 6 Financial Information Capital Projects

#### 6.1 Capital Project Pay As You Go Strategy

Upon starting its five-year major capital improvement programs during FY 2020, the agency has redefined those capital projects for the FY 2021, utilizing the FY 2021 surplus funds excess funds from previous years the VVWRA team has specifically allocated dollars to fully fund and partially fund the proposed capital projects. The projects are diverse in scope and cost. Smaller

maintenance projects as well as specific capacity improvement projects are proposed to be fully funded. Larger maintenance and capacity related projects have partially been funded to potentially allow for preliminary studies or design work to be completed. The total proposed funding for the capital projects in FY 2021 includes \$1.2 million maintenance projects and \$2.3 million capacity related capital projects. These projects will be funded by the FY 2021 revenues and operation and capital cash reserves.



**Regional Plant Digesters** 

In FY 2021 the total debt service to the VVWRA for these projects and other smaller projects was just under \$5 million dollars. This number represents about 20% of the overall proposed revenues for the authority.

The new rate study approved in FY 2020 designed rates to move away from significant debt service for capital projects in the future. The new rates were designed with a pay-as-you-go strategy for capital projects. In the proposed FY 2021 budget all available funds above debt service, operational expense, and mandatory reserves are now being allocated to fund future capital projects. The new capital improvement program (CIP) will now annually use this practice to fully fund or partially fund projects until such time that annual budget allocations reach the level of the proposed project cost.

#### 6.2 Capital Improvement Program FY 2021

The Capital Improvement Program (CIP) lists the new capital projects funded, partially funded and unfunded in the fiscal year 2021 budget. The projects proposed in this budget were evaluated and prioritized by VVWRA staff to address immediate maintenance and capacity needs within the Operations and Administrative Departments. All available funds above operating expenses, debt service, and reserves were allocated to projects to demonstrate complete transparency of the proposed use of public funds. Revenues for the purpose of funding capital projects come from regular user fees to maintain existing assets and connection fees which are to be used for the purpose of improving capacity.

roject No.	Fanding	Project Tide	Projected Cost	Connection Fees	User Fees	Grants/Looms	FY 2021	FY 2022	FY 2023
1	Fully Fund	Digester 4-5 feed line Modifications	\$800,000	\$400,000	\$400,000		\$800,000		
2	Fully Fund	Intercepor Risk Assessment Analysis Roport by Dudek	\$172,000	\$172,000	A	A	\$1/2,000		
-3	Fully Fund	PLC Replacement Project Phase 2	\$400,000	\$200,000	\$100,000	( )	\$400,000		
4	Fully Fund	AV Sub-Regional Recycled Water By Pass Line	560,000	560.000			\$50,000		1
5	Fully Fund	Hesperia Sub-Regional Recycled Water By-Pass Line	\$60.000	\$60,000		1	\$60,000		
6	Fully Fund	2G Catalyst Replacement	\$100,000	and the second s	\$100.000		\$100,000		
7	Fully Fund	UV Generator Tie-in to South Perc Pond Pump Station	\$375,000	\$375,000	3		\$375,000		
8	Fully Fund	Administration Building Roof	\$170,000	1	\$120,000		\$120,000		
9	Fully Fund	New Goff Cart Barn	\$75,000		\$25,000		\$25,000		
10	Fully Fund	ADM FOG Receiving Area	5112,995	\$67.995	\$50,000		\$117,995		
11	Fully Fund	Coating for UV ( Both Channels )	\$15 5,00 <b>8</b>	1	\$155,000		\$155,000		
12	Fully Fund	Coating for Septar EQ basin	\$135,000	1	\$135,000		\$135,000		
13	Partially Fund	Oro Grande Interceptur Relocation	52,600,000	İ		1	\$200,000	\$1,000,000	51,400.00
14		Onum Wash Interceptor Project	S L,000,000		\$1,000,000		\$100,000	5900.000	
15	Partial- Stind	Design and build dewatering Systems are and post disestion	\$22.000,000	511,000,000	\$11,000,000		\$257,468		1
16	Portially Rund	Hesperia relief sewer parallel line	\$10,000,000	\$10,000,000			5200,000		
17		Regional Plant Storm Water Containment System	\$200,000	\$20,000	\$180,000		\$20,000	\$180,000	
18	Partially Fund	Rehabilitate and remodel old	\$5,000,000	\$2,508,000	\$2,500,000		\$200,000	1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	
19	Unfunded	PLC Replacement Project Phase 3	\$400,000	\$200,000	\$200,000			\$400,000	
20	Unfunded	Coating Daft 1-3 including Baker Tank Reptal	\$135,000	1	\$135,000			\$135,000	
21	Unfunded	Rehabilitation of South Apple Valley Manholes Hwy 18	\$100.000	Ì	5100.000			\$100.000	
22	Unfunded	lleadworks Replacement	\$10,000,000	59.000.000	\$1,000.000		1	\$300.000	
23	Unfunded	Main Switch Board Upgrade Replacement & Generator	\$2,000,000	51,200,000	\$800,000				
24	Unfunded	R4A North Lower Narrows MH 3-1 to MH 3-3	\$1.877.000	50 50,950	\$1,220,050			\$270,000	\$1,607,00
25	Unfunded	R7 Old Town VV MH 4-24 to MH 4 25A	\$1,500,000	\$\$85,000	\$915,000		İ	\$150,000	
26	Unfunded	R5 Cemex MH 4-7 to 4-14	56.840,000	52.872.800	\$3,214.800		İ	JISCHOOL	
27	Unfunded	R4B South Lower Narrows	\$492,370	\$260,956	5231.414				\$492.370
28	Unfunded	PLC Replacement Project Phase 4	5480,000	5240,000	5240,000				\$480,000
29	Unfunded	Relocation and update to the Server	5100,000	\$100,000					
30	Unfun ded	Digester 4 and 5 Supernate Line	\$200,000	1	\$200,000		Í		
		TÀIS	\$67,444,365	539,970,701	524,121,264		53.497,463	53,435,000	\$3,979,3

The following table is detailed list of projects and their proposed funding schedule:

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### 6.3 Capital Project Details from the FY 2021 CIP

The table below provides greater project details for all of the Capital Projects identified in the FY 2021 Budget:

	Fully Funded Projects FY 2021					
Project No.	Project Title	Project Descriptions				
1	Digester 4-5 feed line Modifications	This project will add separate feedlines for ADM/FOG and TWAS to Digesters 4 and 5 to allow different materials to be metered and fed individually to all digesters. This will allow greater control over the digestion process and tighten up volume calculations, freeing up digestion capacity.				
2	Interceptor Risk Assessment Analysis Report by Dudek	The nature of wastewater interceptors includes deterioration of concrete structures by the gas that build in the system. VVWRA has an ongoing program that evaluates and repairs those structures. This Risk Assessment is a tool that helps us identify the priority areas that require repair.				
3	PLC Replacement Project Phase 2	The Regional Plant used PLCs to control the treatment equipment. These vary in age, capacity, and manufacturers. Many of them are old enough that no replacement parts are available. This replacement project updates these PLCs to newer readily repairable systems.				
4	AV Sub-Regional Recycled Water By- Pass Line	During the testing of the Sub-Regional facilities a temporary line was connected from the recycled water discharge point back to the VVWRA interceptors to move the water back to the Regional Plant. This temporary piping was installed to test the plant's ability to produce recycled water during a time when the percolation ponds and end-users were not prepared to receive the water. Staff has determined that a permanent line be installed to allow this operation to happen should the percolation ponds and end-users not be able to take the recycled water once the plant is fully operational and there is no location available to send the water.				



5	Hesperia Sub- Regional Recycled Water By-Pass Line	During the testing of the Sub-Regional facilities a temporary line was connected from the recycled water discharge point back to the VVWRA interceptors to move the water back to the Regional Plant. This temporary piping was installed to test the plant's ability to produce recycled water during a time when the percolation ponds and end-users were not prepared to receive the water. Staff has determined that a permanent line be installed to allow this operation to happen should the percolation ponds and end-users not be able to take the recycled water once the plant is fully operational and there is no location available to send the water.
6	2G Catalyst Replacement	The SCR (Selective Catalytic Reduction) catalyst is nearing the end of its life cycle. The SCR system must be maintained and kept in good operating condition at all times as part of our MOJAVE DESERT AIR QUALITY MANAGEMENT DISTRICT permit. The preventative maintenance recommendation is from manufacturer Hug Engineering which is the service provider for the SCR system.
7	UV Generator Tie- in to South Perc Pond Pump Station	This project will allow backup power from the UV generator to keep the Aqua Diamond Filters and the South Percolation Pond Pump Station energized during power interruptions at the plant. These areas have been identified as most overflow prone areas of the plant when there is no power. This will allow operations to keep the filters clean during an outage, so they will not backup and overflow. It also gives staff the ability to send tertiary water to the south perc ponds to avoid overflow during extended power outages.
8	Administration Building Roof	The Od Administration building has had multiple spot roof repairs completed over the last few years. This last fiscal year there was a major roof failure that now requires a complete roof replacement. The building \ is not currently being used for the purpose of housing staff, but a great deal of the critical file storage is located in this building. In addition to the important files the computer servers and communication hubs that serve the entire plant are located in this building. During the last storm event the roof leaks caused a power and communication failure. The permanent replacement of the roof will allow the Authority to protect critical files and computer servers that are vitally important to the operations at the Regional Plant.



9	New Golf Cart Barn	This project will be a 71ft by 20ft open front steel building used for golf cart storage and maintenance. Moving the carts out of their current location in the maintenance shop will allow the maintenance staff to be more productive and increase the service life of the carts by having a dedicated area for all carts to be stored out of the elements and be charged nightly.
10	ADM FOG Receiving Area Improvements and Expansion	This project includes grading the hill behind the gas scrubber which will create a new traffic flow lane and staging area for the increased volume of ADM/FOG delivery trucks associated with the gas project. The new traffic flow also alleviates the safety concern of tanker trucks driving back and forth through the treatment plant to access the ADM/FOG receiving station.
11	Coating for UV (Both Channels )	The concrete surfaces in these structures need to be coated to extend their working life. This project was identified three years ago and has been repeatedly delayed due to more critical issues. The concrete surfaces are being broken down at the air/water surface interface and need to be addressed.
12	Coating for Septage EQ basin	The concrete surfaces in these structures need to be coated to extend their working life. This project was identified three years ago and has been repeatedly delayed due to more critical issues. The concrete surfaces are being broken down at the air/water surface interface and need to be addressed.
	Part	ially Funded Projects FY 2021
Project		
No.	Project Title	Project Descriptions
13	Oro Grande Interceptor Relocation Project	The line will replace the existing Oro Grande interceptor. The existing line runs across the Mojave River with several manholes out in the channel. The replacement would put a pump station on the Oro Grande side of the river and a force main installed in a micro-tunneled pipe below the river. There would be no manholes and the pipe would be below the scour depth of the river to minimize the risk of failure and spill.
14	Ossum Wash Interceptor Project	This project will install a liner in the double barrel interceptor that crosses Ossum Wash. During significant storm events this pipeline location could be compromised in an environmentally sensitive area where a pipe rupture could flow directly to the Mojave River. A new liner will provide greater protection from this occurring.

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15	Design and build dewatering systems pre and post digestion	The liquid side of the Regional Plant has been addressed in several projects in the past 10 years. Water conservancy in the collection system has benefitted the liquid side of the plant. Conversely the solids side has fallen behind. While liquid flows have reduced the solids have increased. Even the Sub- regional plants have helped reduce the liquid flow, but all the solids are still conveyed to the Regional Plant. Septage and ADM flows have also increased the volume of solids we treat. One of the main benefits our site is that we have a large amount of land. Our main dewatering is using solar drying beds, completely at the mercy of the weather. We are currently at a point that the drying beds cannot keep up. VVWRA has a Gravity Belt Thickener (GBT) that helps by mechanically removing water. While this helps it cannot fully solve the problem with expansion of the mechanical dewatering. Also this generates a side stream that is very high in ammonia and needs to be evaporated or treated before running back into the normal flow. This Study would identify options that VVWRA can use in preparing projects to fully address this need.
16	Hesperia relief sewer parallel line installation	The Hesperia Interceptor located between Bear Valley Rd and the Mojave Narrows Regional Park was identified as over capacity, this new relief sewer will ensure VVWRA will remain compliant with its WDR requirements by increasing capacity to help avoid potential sanitary sewer overflows.
17	Regional Plant Storm Water Containment System	Several instances have occurred which allowed partially treated wastewater to inadvertently enter the storm drain system. Not all of it was able to be returned to the headworks thus reportable spills occurred. This project will create a valve and a pipeline to redirect flows from the storm water system to the backwash basin.



18	Rehabilitate and remodel old Administrative building for staff use	The original Administrative building has not been used as an office space for VVWRA staff since 2007. This move was made due to the poor condition of the original building. From 2007 to 2013 the VVWRA administrative operations were moved to a leased office in Hesperia. Since that time, over seven years, the VVWRA staff have been operating out of a temporary office structure that is leased at a cost of \$100,000 / Year. These temporary offices sit on jacks that are placed directly on native soil which over time are now sinking causing structure concerns. In addition to the lease costs and structural concerns the thin walled building is very expensive to heat and cool. It would be a better use of public money to refurbish the original Administrative building to meet the Authority's needs rather than trying to sustain the temporary facilities that are costly and whose life span may be reaching a usable end.
	1	Unfunded Projects FY 2021
Project No.	Project Title	Project Descriptions
19	PLC Replacement Project Phase 3	The Regional Plant used PLCs to control the treatment equipment. These vary in age, capacity, and manufacturers. Many of them are old enough that no replacement parts are available. This replacement project updates these PLCs to newer readily repairable systems
20	Coating Daft 1-3 including Baker Tank Rental	The concrete surfaces in these structures need to be coated to extend their working life. This project was identified three years ago and has been repeatedly delayed due to more critical issues. The concrete surfaces are being broken down at the air/water surface interface and need to be addressed. A baker tank will need to be rented to store ADM/FOG during the coating of Dafts 2 and 3.
21	Rehabilitation of South Apple Valley Manholes Hwy 18	In 2019, VVWRA performed a CCTV condition assessment of 61 manholes along Highway 18 in Apple Valley, the results show severe corrosion of a large number of manholes due to high Sewer Gas H2S, this project will repair or replace any damaged manholes in order to continue maintaining this important interceptor.



22	Headworks Replacement	The existing headworks is the original installation from 1980. The concrete has deteriorated to an extent that stop plates used to isolate for service cannot be full installed and makeshift sandbag walls have to be used to limit leakage. It is intended to analyze the extent of required repairs. Evaluate options to improve the situation and present budgetary concepts to evaluate in-place repair versus new location installation.
23	Main Switch Board Upgrade Replacement & Generator	The Main Switch Board (MSB) upgrade will include an Automatic Transfer Switch(ATS) which would increase power transfer reliability, uptime and improved performance during normal operational tests and outages. The upgrade of the generator up to 1.2 Mega-watt will allow a true emergency generator redundancy, allow a greater capacity, increase reliability and uptime.
24	R4A North Lower Narrows MH 3-1 to MH 3-3	This project was identified in the 2018 Dudek Interceptor Capacity Study where it was recommended for replacement due to the under capacity in this section of the interceptor.
25	R7 Old Town VV MH 4-24 to MH 4- 25A	This project was identified in the 2018 Dudek Interceptor Capacity Study where it was recommended for replacement due to the under capacity in this section of the interceptor.
26	R5 Cemex MH 4-7 to 4-14	This project was identified in the 2018 Dudek Interceptor Capacity Study where it was recommended for replacement due to the under capacity in this section of the interceptor.
27	R4B South Lower Narrows	This project was identified in the 2018 Dudek Interceptor Capacity Study where it was recommended for replacement due to the under capacity in this section of the interceptor.
28	PLC Replacement Project Phase 4	The Regional Plant used PLCs to control the treatment equipment. These vary in age, capacity, and manufacturers. Many of them are old enough that no replacement parts are available. This replacement project updates these PLCs to newer readily repairable systems
29	Relocation and update to the Server Room	The current server room is located in the garage area of the old administration building, this space was converted from the old maintenance inventory shop, it lacks adequate communications and is prone to flooding due upstairs roof leaks.



30 Digester 4 and 5 Supernate Line	this project will require installing gravity line from the Digesters 4 and 5 supernate boxes out to the sludge lagoons to allow digestate to flow to the lagoons without being pumped. There is a significant energy saving associated with this as well as lower maintenance costs by reducing struvite formation caused by the high velocity of the centrifugal pump currently used to pump this material from a wet well out to the sludge lagoons.
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FY2020-21 Proposed Annual Budget

## 7 Conclusion

#### 7.1 Budget Conclusion

The Victor Valley Wastewater Reclamation Authority is committed to satisfying the new Mission Statement utilizing our new Core Values and Model for Efficient Wastewater Utility Management as the road map to achieving those goals in the coming FY. The Authority strives to maintain transparency, responsiveness and stewardship toward our Board of Commissioners, our Member Agencies, our stakeholders, and our employees. I would like to take this opportunity to thank the external Finance Committee made up of financial staff from the Member Agencies and the internal Finance Committee of Commissioners Bird and Lovingood for input on the proposed budget. Special thanks to the Finance staff including Controller, Chieko Keagy, Senior Accountant, Xiwei Wang, and Accountant, Kyle Parker.

The budget presented to the Board this June 18, 2020 provides for a surplus in revenues that will be used to fund a new strategy of pay-as-you-go Capital projects. This new budget is moving us closer to our desired debt ratio coverage of 1.2. Last year's budget was a deficit budget with a debt ratio of .76. The budget we are asking you to approve has a 1.16 debt ratio and a surplus budget over \$300,000. Overall operating expenses were lowered almost 3% from last year and we have fully budgeted 12 capital projects.

In conclusion the VVWRA staff is proud to submit this proposed budget document for consideration by the Board of Commissioners. The team has worked diligently to develop a new budget format and to deliver a plan that is accurate and well thought out. With the Board's approval of this budget the VVWRA staff is excited to move forward with the designed plan to achieve the fiscal and operational goals as set by the Board, the Member Agencies and the VVWRA team of employees.

## 8 Glossary of Terms

### 8.1 Glossary of Terms

Term	Definition
Ammonia Nitrogen	The soluble ionized and unionized ammonia nitrogen component in wastewater that can be measured using the procedure described in the current edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association.
Biochemical oxygen demand (BOD)	The measure of decomposable organic material in wastewater as represented by the oxygen utilized as determined by the procedure described in the current edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association.
Cal-OES	The California Governor's Office of Emergency Services (Cal-OES) serves the public through effective collaboration in preparing for, protecting against, responding to, recovering from, and mitigating the impacts of all hazards and threats.
<b>Cash Basis</b>	Revenues and expenses are recognized when cash is received or paid out.
<b>Connection Fee</b>	A fee paid by a new discharger for the costs of capacity in the regional wastewater system.
Effluent	The liquid outflow discharged from the Publicly Owned Treatment Works (POTW) facility or the nondomestic wastewater discharged by industrial users to the POTW.
Enterprise accounting	Uses an accrual basis of accounting method to account for the activities of a government agency that provides goods or services to the public on a fee basis.
Enterprise Accounting System	An accrual accounting system that is similar to a regular business accounting method, where revenues and expenses are recorded when they incur. VVWRA employs two funds, (1) Operations and Maintenance Fund and (2) Capital Fund. Both of the funds employ the Enterprise Accounting System.
FEMA	The Federal Emergency Management Agency (FEMA) coordinates the federal government's role in preparing for, preventing, mitigating the effects of, responding to, and recovering from all domestic disasters, whether natural or man-made, including acts of terror.
Interceptor	A pipeline that conveys wastewater from the sewer collection facilities of a Member Agency to the VVWRA's wastewater treatment facilities.
Member Agencies	The four government agencies who participate in the joint power agreement with VVWRA. They are the City of Victorville; Town of

Victor Valley Wastewater Reclamation Authority | Glossary of Terms



	Apple Valley; Hesperia Water District; and County of San Bernardino
	Service Areas, #42 Oro Grande and #64 Spring Valley Lake.
MG	Million Gallons.
MGD	Million Gallons per Day.
POTW	The Publicly Owned Treatment Works is sewage treatment plants that are owned and usually operated by local government agencies.
Industrial	The reduction and elimination of pollutants or the alteration of the nature
Pretreatment	of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the POTW.
Reclaimed	Water that, as a result of waste treatment, is suitable for a direct beneficial
Water	use or a controlled use that would not otherwise occur and is therefore considered a valuable resource.
Septage	Any wastewater or sludge removed from cesspools, septic tanks, holding tanks, or chemical toilets that is trucked or hauled to the point of discharge.
SRF	State Revolving Fund.
High Strength	An assessment, in addition to the service charge, which may be levied on
Surcharge	those users whose waste are greater in strength than threshold concentration values established.
User	Any person who contributes, causes, or permits the contribution of wastewater into the POTW, including households, private residences, nonresidential users, and Member Agencies.
VVWRA	The Victor Valley Wastewater Reclamation Authority.
Wastewater	The domestic or nondomestic liquid wastes discharged from dwellings, or commercial buildings, industrial facilities, and institutions, together with any ground water, surface water, and storm water that may be present, whether treated or untreated, which is contributed into or permitted to enter the POTW.

# EXHIBIT B Resolution 2020-06

#### VICTOR VALLEY WASTEWATER RECLATION AUTHORITY SALARY SCHEDULE WITH CPI 2.30% FY 2020-2021

	CPI 2.30%	PERS 0.00%								
	Step	Step	Step	Step	Step	Step	Step	Step	Step	
Range	A	A1	B	B1	c	C1	D	D1	E	
1	34,278.40	35,110.40	36,025.60	36,878.40	37,835.20	38,812.80	39,748.80	40,726.40	41,766.40	Annual
	2,856.53	2,925.87	3,002.13	3,073.20	3,152.93	3,234.40	3,312.40	3,393.87	3,480.53	Monthly
	16.48	16.88	17.32	17.73	18.19	18.66	19.11	19.58	20.08	Hourly
2	34,756.80	35,588.80	36,420.80	37,419.20	38,355.20	39,270.40	40,268.80	41,267.20	42,307.20	Annual
	2,896.40	2,965.73	3,035.07	3,118.27	3,196.27	3,272.53	3,355.73	3,438.93	3,525.60	Monthly
	16.71	17.11	17.51	17.99	18.44	18.88	19.36	19.84	20.34	Hourly
3	35,131.20	36,025.60	36,878.40	37,835.20	38,812.80	39,748.80	40,726.40	41,766.40	42,827.20	Annual
•	2,927.60	3,002.13	3,073.20	3,152.93	3,234.40	3,312.40	3,393.87	3,480.53	3,568.93	Monthly
	16.89	17.32	17.73	18.19	18.66	19.11	19.58	20.08	20.59	Hourly
4	35,588.80	36,483.20	37,419.20	38,355.20	39,270.40	40,268.80	41,267.20	42,328.00	43,347.20	Annual
4	2,965.73	3,040.27	3,118.27	3,196.27	3,272.53	3,355.73	3,438.93	3,527.33	3,612.27	Monthly
	2,303.73	17.54	17.99	18.44	18.88	19.36	19.84	20.35	20.84	
5	36,025.60	36,878.40	37,856.00	38,833.60	39,769.60	40,747.20	41,808.00	42,827.20	43,888.00	Hourly
5										Annual
	3,002.13	3,073.20	3,154.67	3,236.13	3,314.13	3,395.60	3,484.00	3,568.93	3,657.33	Monthly
0	17.32	17.73	18.20	18.67	19.12	19.59	20.10	20.59	21.10	Hourly
6	36,483.20	37,440.00	38,355.20	39,291.20	40,268.80	41,288.00	42,328.00	43,347.20	44,491.20	Annual
	3,040.27	3,120.00	3,196.27	3,274.27	3,355.73	3,440.67	3,527.33	3,612.27	3,707.60	Monthly
	17.54	18.00	18.44	18.89	19.36	19.85	20.35	20.84	21.39	Hourly
7	36,899.20	37,856.00	38,833.60	39,769.60	40,747.20	41,808.00	42,848.00	43,908.80	45,011.20	Annual
	3,074.93	3,154.67	3,236.13	3,314.13	3,395.60	3,484.00	3,570.67	3,659.07	3,750.93	Monthly
	17.74	18.20	18.67	19.12	19.59	20.10	20.60	21.11	21.64	Hourly
8	37,440.00	38,355.20	39,291.20	40,268.80	41,288.00	42,328.00	43,368.00	44,491.20	45,552.00	Annual
	3,120.00	3,196.27	3,274.27	3,355.73	3,440.67	3,527.33	3,614.00	3,707.60	3,796.00	Monthly
	18.00	18.44	18.89	19.36	19.85	20.35	20.85	21.39	21.90	Hourly
9	37,856.00	38,833.60	39,769.60	40,747.20	41,808.00	42,848.00	43,908.80	45,011.20	46,134.40	Annual
	3,154.67	3,236.13	3,314.13	3,395.60	3,484.00	3,570.67	3,659.07	3,750.93	3,844.53	Monthly
	18.20	18.67	19.12	19.59	20.10	20.60	21.11	21.64	22.18	Hourly
10	38,376.00	39,291.20	40,289.60	41,288.00	42,328.00	43,368.00	44,491.20	45,552.00	46,696.00	Annual
	3,198.00	3,274.27	3,357.47	3,440.67	3,527.33	3,614.00	3,707.60	3,796.00	3,891.33	Monthly
	18.45	18.89	19.37	19.85	20.35	20.85	21.39	21.90	22.45	Hourly
11	38,833.60	39,769.60	40,747.20	41,808.00	42,848.00	43,908.80	45,011.20	46,134.40	47,320.00	Annual
	3,236.13	3,314.13	3,395.60	3,484.00	3,570.67	3,659.07	3,750.93	3,844.53	3,943.33	Monthly
	18.67	19.12	19.59	20.10	20.60	21.11	21.64	22.18	22.75	Hourly
12	39,291.20	40,289.60	41,288.00	42,348.80	43,368.00	44,512.00	45,552.00	46,696.00	47,923.20	Annual
	3,274.27	3,357.47	3,440.67	3,529.07	3,614.00	3,709.33	3,796.00	3,891.33	3,993.60	Monthly
	18.89	19.37	19.85	20.36	20.85	21.40	21.90	22.45	23.04	Hourly
13	39,790.40	40,768.00	41,828.80	42,848.00	43,908.80	45,011.20	46,134.40	47,340.80	48,464.00	Annual
	3,315.87	3,397.33	3,485.73	3,570.67	3,659.07	3,750.93	3,844.53	3,945.07	4,038.67	Monthly
	19.13	19.60	20.11	20.60	21.11	21.64	22.18	22.76	23.30	Hourly
14	40,289.60	41,350.40	42,348.80	43,368.00	44,512.00	45,552.00	46,696.00	47,923.20	49,129.60	Annual
	3,357.47	3,445.87	3,529.07	3,614.00	3,709.33	3,796.00	3,891.33	3,993.60	4,094.13	Monthly
	19.37	19.88	20.36	20.85	21.40	21.90	22.45	23.04	23.62	Hourly
15	40,768.00	41,828.80	42,868.80	43,929.60	45,032.00	46,155.20	47,340.80	48,464.00	49,712.00	Annual
	3,397.33	3,485.73	3,572.40	3,660.80	3,752.67	3,846.27	3,945.07	4,038.67	4,142.67	Monthly
	19.60	20.11	20.61	21.12	21.65	22.19	22.76	23.30	23.90	Hourly
16	41,350.40	42,348.80	43,409.60	44,512.00	45,614.40	46,696.00	47,923.20	49,129.60	50,315.20	Annual
10	41,350.40 3,445.87	42,348.80 3,529.07	3,617.47	3,709.33	3,801.20	40,090.00 3,891.33	3,993.60	49,129.00	4,192.93	Monthly
	3,445.87 19.88	20.36	20.87			22.45	23.04		4,192.93 24.19	
17	41,828.80			21.40	21.93			23.62		Hourly
17		42,868.80	43,929.60	45,032.00	46,155.20	47,340.80	48,484.80	49,712.00	50,960.00	Annual
	3,485.73	3,572.40	3,660.80	3,752.67	3,846.27	3,945.07	4,040.40	4,142.67	4,246.67	Monthly

FY 2020-2021 | 2.3% (.023) CPI - March 2020 - effective 07/01/20

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#### VICTOR VALLEY WASTEWATER RECLATION AUTHORITY SALARY SCHEDULE WITH CPI 2.30% FY 2020-2021

Danas	Step	Step	Step	Step	Step	Step C1	Step	Step	Step	
Range	A	A1	B	B1	C 22.40	C1	D 23.31	D1	E 24.50	
10	20.11 42,348.80	20.61	21.12 44,512.00	21.65 45,614.40	22.19	22.76 47,923.20	49,129.60	23.90 50,315.20	24.50	Hourly
18		43,409.60			46,737.60 3,894.80	3,993.60			51,625.60	Annual
	3,529.07 20.36	3,617.47 20.87	3,709.33 21.40	3,801.20 21.93	3,694.60 22.47	23.04	4,094.13 23.62	4,192.93 24.19	4,302.13 24.82	Monthly
	42,868.80	43,929.60	45,032.00	46,155.20	47,361.60	48,484.80	49,712.00	50,960.00	52,228.80	Hourly
19										the state of the s
	3,572.40	3,660.80	3,752.67	3,846.27	3,946.80	4,040.40	4,142.67	4,246.67	4,352.40	Monthly
20	20.61	21.12	21.65	22.19	22.77	23.31	23.90	24.50	25.11	Hourly
20	43,409.60	44,532.80	45,614.40	46,737.60	47,944.00	49,150.40	50,336.00	51,625.60	52,936.00	Annual
	3,617.47	3,711.07	3,801.20	3,894.80	3,995.33	4,095.87	4,194.67	4,302.13	4,411.33	Monthly
04	20.87	21.41	21.93	22.47	23.05	23.63	24.20	24.82	25.45	Hourly
21	43,929.60	45,032.00	46,176.00	47,361.60	48,484.80	49,732.80	50,960.00	52,228.80	53,518.40	Annual
	3,660.80	3,752.67	3,848.00	3,946.80	4,040.40	4,144.40	4,246.67	4,352.40	4,459.87	Monthly
	21.12	21.65	22.20	22.77	23.31	23.91	24.50	25.11	25.73	Hourly
22	44,532.80	45,635.20	46,737.60	47,944.00	49,150.40	50,336.00	51,625.60	52,936.00	54,267.20	Annual
	3,711.07	3,802.93	3,894.80	3,995.33	4,095.87	4,194.67	4,302.13	4,411.33	4,522.27	Monthly
	21.41	21.94	22.47	23.05	23.63	24.20	24.82	25.45	26.09	Hourly
23	45,052.80	46,176.00	47,361.60	48,484.80	49,732.80	50,980.80	52,291.20	53,539.20	54,870.40	Annual
	3,754.40	3,848.00	3,946.80	4,040.40	4,144.40	4,248.40	4,357.60	4,461.60	4,572.53	Monthly
	21.66	22.20	22.77	23.31	23.91	24.51	25.14	25.74	26.38	Hourly
24	45,635.20	46,737.60	47,944.00	49,150.40	50,336.00	51,646.40	52,936.00	54,267.20	55,577.60	Annual
	3,802.93	3,894.80	3,995.33	4,095.87	4,194.67	4,303.87	4,411.33	4,522.27	4,631.47	Monthly
	21.94	22.47	23.05	23.63	24.20	24.83	25.45	26.09	26.72	Hourly
25	46,176.00	47,361.60	48,505.60	49,732.80	50,980.80	52,291.20	53,539.20	54,912.00	56,243.20	Annual
	3,848.00	3,946.80	4,042.13	4,144.40	4,248.40	4,357.60	4,461.60	4,576.00	4,686.93	Monthly
	22.20	22.77	23.32	23.91	24.51	25.14	25.74	26.40	27.04	Hourly
26	46,758.40	47,964.80	49,150.40	50,356.80	51,646.40	52,936.00	54,267.20	55,577.60	57,012.80	Annual
	3,896.53	3,997.07	4,095.87	4,196.40	4,303.87	4,411.33	4,522.27	4,631.47	4,751.07	Monthly
	22.48	23.06	23.63	24.21	24.83	25.45	26.09	26.72	27.41	Hourly
27	47,382.40	48,505.60	49,753.60	50,980.80	52,291.20	53,539.20	54,912.00	56,284.80	57,720.00	Annual
	3,948.53	4,042.13	4,146.13	4,248.40	4,357.60	4,461.60	4,576.00	4,690.40	4,810.00	Monthly
	22.78	23.32	23.92	24.51	25.14	25.74	26.40	27.06	27.75	Hourly
28	47,964.80	49,171.20	50,356.80	51,646.40	52,956.80	54,288.00	55,598.40	57,012.80	58,385.60	Annual
	3,997.07	4,097.60	4,196.40	4,303.87	4,413.07	4,524.00	4,633.20	4,751.07	4,865.47	Monthly
	23.06	23.64	24.21	24.83	25.46	26.10	26.73	27.41	28.07	Hourly
29	48,505.60	49,753.60	51,001.60	52,312.00	53,601.60	54,912.00	56,284.80	57,720.00	59,176.00	Annual
	4,042.13	4,146.13	4,250.13	4,359.33	4,466.80	4,576.00	4,690.40	4,810.00	4,931.33	Monthly
	23.32	23.92	24.52	25.15	25.77	26.40	27.06	27.75	28.45	Hourly
30	49,171.20	50,356.80	51,667.20	52,956.80	54,288.00	55,598.40	57,033.60	58,385.60	59,904.00	Annual
	4,097.60	4,196.40	4,305.60	4,413.07	4,524.00	4,633.20	4,752.80	4,865.47	4,992.00	Monthly
	23.64	24.21	24.84	25.46	26.10	26.73	27.42	28.07	28.80	Hourly
31	49,753.60	51,001.60	52,312.00	53,601.60	54,912.00	56,284.80	57,720.00	59,176.00	60,632.00	Annual
	4,146.13	4,250.13	4,359.33	4,466.80	4,576.00	4,690.40	4,810.00	4,931.33	5,052.67	Monthly
	23.92	24.52	25.15	25.77	26.40	27.06	27.75	28.45	29.15	Hourly
32	50,377.60	51,667.20	52,956.80	54,288.00	55,598.40	57,033.60	58,427.20	59,904.00	61,401.60	Annual
	4,198.13	4,305.60	4,413.07	4,524.00	4,633.20	4,752.80	4,868.93	4,992.00	5,116.80	Monthly
	24.22	24.84	25.46	26.10	26.73	27.42	28.09	28.80	29.52	Hourly
33	51,001.60	52,312.00	53,601.60	54,932.80	56,326.40	57,740.80	59,176.00	60,632.00	62,171.20	Annual
	4,250.13	4,359.33	4,466.80	4,577.73	4,693.87	4,811.73	4,931.33	5,052.67	5,180.93	Monthly
	24.52	25.15	25.77	26.41	27.08	27.76	28.45	29.15	29.89	Hourly
34	51,667.20	52,977.60	54,308.80	55,619.20	57,033.60	58,427.20	59,904.00	61,401.60	62,961.60	Annual
	4,305.60	4,414.80	4,525.73	4,634.93	4,752.80	4,868.93	4,992.00	5,116.80	5,246.80	Monthly
	24.84	25.47	26.11	26.74	27.42	28.09	28.80	29.52	30.27	Hourly
	52,312.00	53,622.40	54,932.80	56,326.40	57,740.80	59,196.80	60,652.80	62,171.20	63,752.00	Annual

FY 2020-2021 | 2.3% (.023) CPI - March 2020 - effective 07/01/20

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#### VICTOR VALLEY WASTEWATER RECLATION AUTHORITY SALARY SCHEDULE WITH CPI 2.30% FY 2020-2021

		Step		Step	Step	Step	Step	Step	Step	
Range	A	A1	B	B1	C	C1	D	D1	E	
	4,359.33	4,468.53	4,577.73	4,693.87	4,811.73	4,933.07	5,054.40	5,180.93	5,312.67	Monthly
	25.15	25.78	26.41	27.08	27.76	28.46	29.16	29.89	30.65	Hourly
36	52,977.60	54,308.80	55,619.20	57,054.40	58,427.20	59,924.80	61,401.60	62,961.60	64,521.60	Annual
	4,414.80	4,525.73	4,634.93	4,754.53	4,868.93	4,993.73	5,116.80	5,246.80	5,376.80	Monthly
	25.47	26.11	26.74	27.43	28.09	28.81	29.52	30.27	31.02	Hourly
37	53,622.40	54,932.80	56,326.40	57,740.80	59,196.80	60,652.80	62,171.20	63,752.00	65,332.80	Annual
	4,468.53	4,577.73	4,693.87	4,811.73	4,933.07	5,054.40	5,180.93	5,312.67	5,444.40	Monthly
	25.78	26.41	27.08	27.76	28.46	29.16	29.89	30.65	31.41	Hourly
38	54,308.80	55,619.20	57,054.40	58,448.00	59,924.80	61,422.40	62,982.40	64,521.60	66,123.20	Annual
	4,525.73	4,634.93	4,754.53	4,870.67	4,993.73	5,118.53	5,248.53	5,376.80	5,510.27	Monthly
	26.11	26.74	27.43	28.10	28.81	29.53	30.28	31.02	31.79	Hourly
39	54,953.60	56,368.00	57,782.40	59,196.80	60,652.80	62,192.00	63,772.80	65,332.80	66,955.20	Annual
	4,579.47	4,697.33	4,815.20	4,933.07	5,054.40	5,182.67	5,314.40	5,444.40	5,579.60	Monthly
	26.42	27.10	27.78	28.46	29.16	29.90	30.66	31.41	32.19	Hourly
40	55,640.00	57,054.40	58,448.00	59,924.80	61,422.40	62,982.40	64,542.40	66,123.20	67,808.00	Annual
	4,636.67	4,754.53	4,870.67	4,993.73	5,118.53	5,248.53	5,378.53	5,510.27	5,650.67	Monthly
	26.75	27.43	28.10	28.81	29.53	30.28	31.03	31.79	32.60	Hourly
41	56,368.00	57,782.40	59,217.60	60,694.40	62,192.00	63,772.80	65,332.80	66,955.20	68,619.20	Annual
	4,697.33	4,815.20	4,934.80	5,057.87	5,182.67	5,314.40	5,444.40	5,579.60	5,718.27	Monthly
	27.10	27.78	28.47	29.18	29.90	30.66	31.41	32.19	32.99	Hourly
42	57,075.20	58,448.00	59,945.60	61,422.40	63,003.20	64,542.40	66,123.20	67,808.00	69,513.60	Annual
	4,756.27	4,870.67	4,995.47	5,118.53	5,250.27	5,378.53	5,510.27	5,650.67	5,792.80	Monthly
	27.44	28.10	28.82	29.53	30.29	31.03	31.79	32.60	33.42	Hourly
43	57,782.40	59,217.60	60,694.40	62,192.00	63,772.80	65,353.60	66,976.00	68,619.20	70,387.20	Annual
	4,815.20	4,934.80	5,057.87	5,182.67	5,314.40	5,446.13	5,581.33	5,718.27	5,865.60	Monthly
	27.78	28.47	29.18	29.90	30.66	31.42	32.20	32.99	33.84	Hourly
44	58,468.80	59,945.60	61,443.20	63,003.20	64,604.80	66,164.80	67,828.80	69,513.60	71,260.80	Annual
	4,872.40	4,995.47	5,120.27	5,250.27	5,383.73	5,513.73	5,652.40	5,792.80	5,938.40	Monthly
	28.11	28.82	29.54	30.29	31.06	31.81	32.61	33.42	34.26	Hourly
45	59,217.60	60,694.40	62,212.80	63,814.40	65,353.60	66,976.00	68,640.00	70,387.20	72,176.00	Annual
	4,934.80	5,057.87	5,184.40	5,317.87	5,446.13	5,581.33	5,720.00	5,865.60	6,014.67	Monthly
	28.47	29.18	29.91	30.68	31.42	32.20	33.00	33.84	34.70	Hourly
46	59,945.60	61,443.20	63,003.20	64,604.80	66,164.80	67,828.80	69,513.60	71,260.80	73,028.80	Annual
	4,995.47	5,120.27	5,250.27	5,383.73	5,513.73	5,652.40	5,792.80	5,938.40	6,085.73	Monthly
	28.82	29.54	30.29	31.06	31.81	32.61	33.42	34.26	35.11	Hourly
47	60,715.20	62,212.80	63,814.40	65,374.40	66,996.80	68,640.00	70,387.20	72,176.00	73,964.80	Annual
	5,059.60	5,184.40	5,317.87	5,447.87	5,583.07	5,720.00	5,865.60	6,014.67	6,163.73	Monthly
	29.19	29.91	30.68	31.43	32.21	33.00	33.84	34.70	35.56	Hourly
48				66,206.40	67,828.80		71,281.60	73,049.60	74,880.00	Annual
	5,120.27	5,252.00	5,383.73	5,517.20	5,652.40	5,794.53	5,940.13	6,087.47	6,240.00	Monthly
	29.54	30.30	31.06	31.83	32.61	33.43	34.27	35.12	36.00	Hourly
49	62,233.60	63,814.40	65,374.40	66,996.80	68,681.60	70,408.00	72,196.80	73,964.80	75,816.00	Annual
	5,186.13	5,317.87	5,447.87	5,583.07	5,723.47	5,867.33	6,016.40	6,163.73	6,318.00	Monthly
	29.92	30.68	31.43	32.21	33.02	33.85	34.71	35.56	36.45	Hourly
50	63,024.00	64,625.60	66,206.40	67,849.60	69,534.40	71,281.60	73,049.60	74,921.60	76,772.80	Annual
	5,252.00	5,385.47	5,517.20	5,654.13	5,794.53	5,940.13	6,087.47	6,243.47	6,397.73	Monthly
	30.30	31.07	31.83	32.62	33.43	34.27	35.12	36.02	36.91	Hourly
51	63,835.20	65,374.40	66,996.80	68,681.60	70,408.00	72,196.80	73,985.60	75,816.00	77,750.40	Annual
	5,319.60	5,447.87	5,583.07	5,723.47	5,867.33	6,016.40	6,165.47	6,318.00	6,479.20	Monthly
	30.69	31.43	32.21	33.02	33.85	34.71	35.57	36.45	37.38	Hourly
52	64,625.60	66,206.40	67,849.60	69,555.20	71,302.40	73,070.40	74,921.60	76,793.60	78,707.20	Annual
52	5,385.47	5,517.20	5,654.13	5,796.27		6,089.20		6,399.47		Contract of the
	0,000.47	0,017.20	0,004.13	5,190.21	5,941.87	0,009.20	6,243.47	0,539.47	6,558.93	Monthly

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Range			-	<b>D</b> 4	~	64	-	<b>P</b> .4	-	
	A	A1	B	B1	C	C1	D	D1	E	
53	65,395.20	67,017.60	68,681.60	70,428.80	72,217.60	73,985.60	75,836.80	77,750.40	79,726.40	Annual
	5,449.60	5,584.80	5,723.47	5,869.07	6,018.13	6,165.47	6,319.73	6,479.20	6,643.87	Monthly
	31.44	32.22	33.02	33.86	34.72	35.57	36.46	37.38	38.33	Hourly
54	66,227.20	67,870.40	69,555.20	71,302.40	73,070.40	74,942.40	76,793.60	78,707.20	80,683.20	Annual
	5,518.93	5,655.87	5,796.27	5,941.87	6,089.20	6,245.20	6,399.47	6,558.93	6,723.60	Monthly
	31.84	32.63	33.44	34.28	35.13	36.03	36.92	37.84	38.79	Hourly
55	67,017.60	68,702.40	70,428.80	72,217.60	74,006.40	75,836.80	77,771.20	79,747.20	81,702.40	Annual
	5,584.80	5,725.20	5,869.07	6,018.13	6,167.20	6,319.73	6,480.93	6,645.60	6,808.53	Monthly
	32.22	33.03	33.86	34.72	35.58	36.46	37.39	38.34	39.28	Hourly
56	67,870.40	69,555.20	71,323.20	73,070.40	74,942.40	76,793.60	78,728.00	80,704.00	82,721.60	Annual
	5,655.87	5,796.27	5,943.60	6,089.20	6,245.20	6,399.47	6,560.67	6,725.33	6,893.47	Monthly
	32.63	33.44	34.29	35.13	36.03	36.92	37.85	38.80	39.77	Hourly
57	68,702.40	70,449.60	72,238.40	74,006.40	75,857.60	77,771.20	79,747.20	81,702.40	83,740.80	Annual
	5,725.20	5,870.80	6,019.87	6,167.20	6,321.47	6,480.93	6,645.60	6,808.53	6,978.40	Monthly
	33.03	33.87	34.73	35.58	36.47	37.39	38.34	39.28	40.26	Hourly
58	69,576.00	71,323.20	73,091.20	74,942.40	76,814.40	78,728.00	80,704.00	82,721.60	84,822.40	Annual
	5,798.00	5,943.60	6,090.93	6,245.20	6,401.20	6,560.67	6,725.33	6,893.47	7,068.53	Monthly
	33.45	34.29	35.14	36.03	36.93	37.85	38.80	39.77	40.78	Hourly
59	70,449.60	72,238.40	74,027.20	75,857.60	77,771.20	79,768.00	81,723.20	83,782.40	85,862.40	Annual
	5,870.80	6,019.87	6,168.93	6,321.47	6,480.93	6,647.33	6,810.27	6,981.87	7,155.20	Monthly
	33.87	34.73	35.59	36.47	37.39	38.35	39.29	40.28	41.28	Hourly
60	71,323.20	73,091.20	74,963.20	76,814.40	78,769.60	80,724.80	82,742.40	84,843.20	86,964.80	Annual
	5,943.60	6,090.93	6,246.93	6,401.20	6,564.13	6,727.07	6,895.20	7,070.27	7,247.07	Monthly
	34.29	35.14	36.04	36.93	37.87	38.81	39.78	40.79	41.81	Hourly
61	72,238.40	74,027.20	75,878.40	77,792.00	79,768.00	81,723.20	83,782.40	85,862.40	88,025.60	Annual
	6,019.87	6,168.93	6,323.20	6,482.67	6,647.33	6,810.27	6,981.87	7,155.20	7,335.47	Monthly
	34.73	35.59	36.48	37.40	38.35	39.29	40.28	41.28	42.32	Hourly
62	73,112.00	74,963.20	76,835.20	78,769.60	80,724.80	82,742.40	84,843.20	86,964.80	89,086.40	Annual
	6,092.67	6,246.93	6,402.93	6,564.13	6,727.07	6,895.20	7,070.27	7,247.07	7,423.87	Monthly
	35.15	36.04	36.94	37.87	38.81	39.78	40.79	41.81	42.83	Hourly
63	74,068.80	75,878.40	77,792.00	79,788.80	81,764.80	83,803.20	85,883.20	88,046.40	90,188.80	Annual
	6,172.40	6,323.20	6,482.67	6,649.07	6,813.73	6,983.60	7,156.93	7,337.20	7,515.73	Monthly
	35.61	36.48	37.40	38.36	39.31	40.29	41.29	42.33	43.36	Hourly
64	75,004.80	76,835.20	78,811.20	80,745.60	82,763.20	84,884.80	86,985.60	89,128.00	91,353.60	Annual
	6,250.40	6,402.93	6,567.60	6,728.80	6,896.93	7,073.73	7,248.80	7,427.33	7,612.80	Monthly
	36.06	36.94	37.89	38.82	39.79	40.81	41.82	42.85	43.92	Hourly
65	75,899.20	77,812.80	79,788.80	81,764.80	83,803.20	85,883.20	88,046.40	90,251.20	92,497.60	Annual
	6,324.93	6,484.40	6,649.07	6,813.73	6,983.60	7,156.93	7,337.20	7,520.93	7,708.13	Monthly
	36.49	37.41		39.31	40.29	41.29	42.33		44.47	
66	76,876.80	78,811.20	80,745.60	82,763.20	84,884.80	86,985.60	89,190.40	91,374.40	93,662.40	Annual
	6,406.40	6,567.60	6,728.80	6,896.93	7,073.73	7,248.80	7,432.53	7,614.53	7,805.20	Monthly
	36.96	37.89	38.82	39.79	40.81	41.82	42.88	43.93	45.03	Hourly
67	77,812.80	79,809.60	81,785.60	83,824.00	85,904.00	88,067.20	90,251.20	92,518.40	94,806.40	Annual
	6,484.40	6,650.80	6,815.47	6,985.33	7,158.67	7,338.93	7,520.93	7,709.87	7,900.53	Monthly
	37.41	38.37	39.32	40.30	41.30	42.34	43.39	44.48	45.58	Hourly
68	78,811.20	80,766.40	82,784.00	84,905.60	87,027.20	89,190.40	91,374.40	93,683.20	95,992.00	Annual
30	6.567.60	6,730.53	6,898.67	7,075.47	7,252.27	7,432.53	7,614.53	7,806.93	7,999.33	Monthly
	37.89	38.83	0,090.07 39.80	40.82	41.84	432.55	43.93	7,000.93 45.04	46.15	
69	79,809.60	81,785.60	83,824.00	40.82	88,067.20	90,272.00	43.93 92,518.40	45.04 94,848.00		Annual
09	6,650.80							94,848.00 7,904.00	97,240.00	
		6,815.47	6,985.33	7,158.67	7,338.93	7,522.67	7,709.87		8,103.33	Monthly
70	38.37 80,766.40	39.32	40.30	41.30	42.34	43.40	44.48	45.60	46.75	Hourly
	ou (pp 40	82,784.00	84,905.60	87,027.20	89,211.20	91,416.00	93,683.20	95,992.00	98,404.80	Annual

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Range	Step A	Step A1	Step B	Step B1	Step C	Step C1	Step D	Step D1	Step E	
lange	38.83	39.80	40.82	41.84	42.89	43.95	45.04	46.15	47.31	Hourly
71	81,806.40	83,844.80	85,924.80	88,088.00	90,272.00	92,539.20	94,848.00	97,240.00	99,673.60	Annual
	6,817.20	6,987.07	7,160.40	7,340.67	7,522.67	7,711.60	7,904.00	8,103.33	8,306.13	Monthly
	39.33	40.31	41.31	42.35	43.40	44.49	45.60	46.75	47.92	Hourly
72	82,825.60	84,926.40	87,048.00	89,211.20	91,416.00	93,704.00	96,012.80	98,425.60	100,900.80	Annual
	6,902.13	7,077.20	7,254.00	7,434.27	7,618.00	7,808.67	8,001.07	8,202.13	8,408.40	Monthly
	39.82	40.83	41.85	42.89	43.95	45.05	46.16	47.32	48.51	Hourly
73	83,844.80	85,924.80	88,108.80	90,292.80	92,539.20	94,868.80	97,260.80	99,694.40	102,190.40	Annual
15	6,987.07	7,160.40	7,342.40	7,524.40	7,711.60	7,905.73	8,105.07	8,307.87	8,515.87	Monthly
	40.31	41.31	42.36	43.41	44.49	45.61	46.76	47.93	49.13	Hourly
74	84,926.40	87,048.00	89,232.00	91,436.80	93,724.80	96,012.80	98,425.60	100,921.60	103,459.20	Annual
/4		7,254.00	7,436.00	7,619.73	7,810.40	8,001.07	8,202.13	8,410.13	8,621.60	Monthly
	7,077.20					46.16	47.32	48.52	49.74	Hourly
	40.83	41.85	42.90	43.96	45.06				104,686.40	
75	85,945.60	88,108.80	90,292.80	92,560.00	94,868.80	97,260.80	99,736.00	102,190.40		Annual
	7,162.13	7,342.40	7,524.40	7,713.33	7,905.73	8,105.07	8,311.33	8,515.87	8,723.87	Monthly
-	41.32	42.36	43.41	44.50	45.61	46.76	47.95	49.13	50.33	Hourly
76	87,068.80	89,232.00	91,478.40	93,724.80	96,033.60	98,446.40	100,921.60	103,459.20	106,059.20	Annual
	7,255.73	7,436.00	7,623.20	7,810.40	8,002.80	8,203.87	8,410.13	8,621.60	8,838.27	Monthly
	41.86	42.90	43.98	45.06	46.17	47.33	48.52	49.74	50.99	Hourly
77	88,129.60	90,334.40	92,560.00	94,889.60	97,281.60	99,736.00	102,211.20	104,728.00	107,369.60	Annual
	7,344.13	7,527.87	7,713.33	7,907.47	8,106.80	8,311.33	8,517.60	8,727.33	8,947.47	Monthly
	42.37	43.43	44.50	45.62	46.77	47.95	49.14	50.35	51.62	Hourly
78	89,252.80	91,478.40	93,745.60	96,033.60	98,467.20	100,942.40	103,480.00	106,080.00	108,742.40	Annual
	7,437.73	7,623.20	7,812.13	8,002.80	8,205.60	8,411.87	8,623.33	8,840.00	9,061.87	Monthly
	42.91	43.98	45.07	46.17	47.34	48.53	49.75	51.00	52.28	Hourly
79	90,334.40	92,580.80	94,931.20	97,281.60	99,756.80	102,211.20	104,728.00	107,390.40	110,073.60	Annual
	7,527.87	7,715.07	7,910.93	8,106.80	8,313.07	8,517.60	8,727.33	8,949.20	9,172.80	Monthly
	43.43	44.51	45.64	46.77	47.96	49.14	50.35	51.63	52.92	Hourly
80	91,499.20	93,745.60	96,054.40	98,467.20	100,963.20	103,480.00	106,100.80	108,763.20	111,467.20	Annual
	7,624.93	7,812.13	8,004.53	8,205.60	8,413.60	8,623.33	8,841.73	9,063.60	9,288.93	Monthly
	43.99	45.07	46.18	47.34	48.54	49.75	51.01	52.29	53.59	Hourly
81	92,580.80	94,931.20	97,302.40	99,756.80	102,252.80	104,769.60	107,411.20	110,094.40	112,840.00	Annual
	7,715.07	7,910.93	8,108.53	8,313.07	8,521.07	8,730.80	8,950.93	9,174.53	9,403.33	Monthly
	44.51	45.64	46.78	47.96	49.16	50.37	51.64	52.93	54.25	Hourly
82	93,787.20	96,096.00	98,488.00	100,963.20	103,500.80	106,100.80	108,763.20	111,508.80	114,275.20	Annual
	7,815.60	8,008.00	8,207.33	8,413.60	8,625.07	8,841.73	9,063.60	9,292.40	9,522.93	Monthly
	45.09	46.20	47.35	48.54	49.76	51.01	52.29	53.61	54.94	Hourly
83	94,952.00	97.323.20	99,777.60	102,273.60	104,790.40	107,411.20	110,094.40	112,840.00	115,689.60	Annual
	7,912.67	8,110.27	8,314.80	8,522.80	8,732.53	8,950.93	9,174.53	9,403.33	9,640.80	Monthly
	45.65	46.79	47.97	49.17	50.38	51.64	52.93	54.25	55.62	Hourly
84	96,096.00	98,488.00	100,984.00	103,521.60	106,121.60	108,784.00	111,508.80	114,296.00	117,124.80	Annual
04	8,008.00	8,207.33	8,415.33	8,626.80	8,843.47	9,065.33	9,292.40	9,524.67	9,760.40	Monthly
	46.20	6,207.33 47.35	48.55	49.77	51.02	52.30	53.61	54.95	56.31	Hourly
85	97,323.20	99,798.40	102,273.60	104,790.40	107,432.00	110,115.20	112,860.80	115,731.20	118,622.40	Annual
05	8,110.27	8,316.53	8,522.80	8,732.53	8,952.67	9,176.27	9,405.07	9,644.27	9,885.20	Monthly
	46.79	47.98	6,522.80 49.17	50.38	51.65	52.94	54.26	55.64	57.03	Hourly
96						111,529.60	114,296.00	117,145.60	120,078.40	Annual
86	98,508.80	100,984.00	103,521.60	106,142.40	108,825.60 9,068.80			9,762.13	120,078.40	·
	8,209.07	8,415.33	8,626.80	8,845.20		9,294.13	9,524.67			Monthly Hourly
07	47.36	48.55	49.77	51.03	52.32	53.62	54.95	56.32	57.73	
87	99,798.40	102,294.40	104,811.20	107,452.80	110,136.00	112,902.40	115,731.20	118,643.20	121,596.80	Annual
	8,316.53	8,524.53	8,734.27	8,954.40	9,178.00	9,408.53	9,644.27	9,886.93	10,133.07	Monthly
	47.98	49.18	50.39	51.66	52.95	54.28	55.64	57.04	58.46	Hourly
88	101,004.80	103,542.40	106,142.40	108,825.60	111,550.40	114,316.80	117,166.40	120,099.20	123,094.40	Annual

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	Step									
Range	A	A1	B	B1	C	C1	D	D1	E	
	8,417.07	8,628.53	8,845.20	9,068.80	9,295.87	9,526.40	9,763.87	10,008.27	10,257.87	Monthly
	48.56	49.78	51.03	52.32	53.63	54.96	56.33	57.74	59.18	Hourly
89	102,294.40	104,832.00	107,452.80	110,136.00	112,902.40	115,752.00	118,643.20	121,596.80	124,654.40	Annual
	8,524.53	8,736.00	8,954.40	9,178.00	9,408.53	9,646.00	9,886.93	10,133.07	10,387.87	Monthly
	49.18	50.40	51.66	52.95	54.28	55.65	57.04	58.46	59.93	Hourly
90	103,542.40	106,163.20	108,867.20	111,550.40	114,337.60	117,187.20	120,099.20	123,115.20	126,152.00	Annual
	8,628.53	8,846.93	9,072.27	9,295.87	9,528.13	9,765.60	10,008.27	10,259.60	10,512.67	Monthly
	49.78	51.04	52.34	53.63	54.97	56.34	57.74	59.19	60.65	Hourly
91	104,832.00	107,473.60	110,156.80	112,944.00	115,772.80	118,664.00	121,617.60	124,675.20	127,753.60	Annual
	8,736.00	8,956.13	9,179.73	9,412.00	9,647.73	9,888.67	10,134.80	10,389.60	10,646.13	Monthly
	50.40	51.67	52.96	54.30	55.66	57.05	58.47	59.94	61.42	Hourly
92	106,184.00	108,888.00	111,571.20	114,337.60	117,187.20	120,120.00	123,136.00	126,172.80	129,376.00	Annual
	8,848.67	9,074.00	9,297.60	9,528.13	9,765.60	10,010.00	10,261.33	10,514.40	10,781.33	Monthly
	51.05	52.35	53.64	54.97	56.34	57.75	59.20	60.66	62.20	Hourly
93	107,494.40	110,177.60	112,964.80	115,772.80	118,684.80	121,638.40	124,696.00	127,795.20	130,956.80	
35	8,957.87	9,181.47	9,413.73	9,647.73		10,136.53	10,391.33	10,649.60		Annual
					9,890.40			•	10,913.07	Monthly
0.4	51.68	52.97	54.31	55.66	57.06	58.48	59.95	61.44	62.96	Hourly
94	108,888.00	111,592.00	114,358.40	117,208.00	120,140.80	123,136.00	126,193.60	129,396.80	132,620.80	Annual
	9,074.00	9,299.33	9,529.87	9,767.33	10,011.73	10,261.33	10,516.13	10,783.07	11,051.73	Monthly
	52.35	53.65	54.98	56.35	57.76	59.20	60.67	62.21	63.76	Hourly
95	110,177.60	112,964.80	115,793.60	118,684.80	121,700.80	124,737.60	127,836.80	130,977.60	134,284.80	Annual
	9,181.47	9,413.73	9,649.47	9,890.40	10,141.73	10,394.80	10,653.07	10,914.80	11,190.40	Monthly
	52.97	54.31	55.67	57.06	58.51	59.97	61.46	62.97	64.56	Hourly
96	111,592.00	114,379.20	117,249.60	120,140.80	123,156.80	126,214.40	129,396.80	132,641.60	135,948.80	Annual
	9,299.33	9,531.60	9,770.80	10,011.73	10,263.07	10,517.87	10,783.07	11,053.47	11,329.07	Monthly
	53.65	54.99	56.37	57.76	59.21	60.68	62.21	63.77	65.36	Hourly
97	112,985.60	115,814.40	118,705.60	121,700.80	124,737.60	127,857.60	130,998.40	134,305.60	137,675.20	Annual
	9,415.47	9,651.20	9,892.13	10,141.73	10,394.80	10,654.80	10,916.53	11,192.13	11,472.93	Monthly
	54.32	55.68	57.07	58.51	59.97	61.47	62.98	64.57	66.19	Hourly
98	114,379.20	117,249.60	120,161.60	123,177.60	126,214.40	129,417.60	132,662.40	135,969.60	139,422.40	Annual
	9,531.60	9,770.80	10,013.47	10,264.80	10,517.87	10,784.80	11,055.20	11,330.80	11,618.53	Monthly
	54.99	56.37	57.77	59.22	60.68	62.22	63.78	65.37	67.03	Hourly
99	115,814.40	118,726.40	121,721.60	124,758.40	127,857.60	130,998.40	134,326.40	137,696.00	141,107.20	Annual
55	9,651.20	9,893.87	10,143.47	10,396.53	10,654.80	10,916.53	11,193.87	11,474.67	11,758.93	Monthly
	55.68	57.08	58.52	59.98	61.47	62.98	64.58	66.20	67.84	
100			123,198.40							Hourly
100	117,291.20	120,182.40		126,297.60	129,438.40	132,683.20	135,990.40	139,443.20	142,916.80	Annual
	9,774.27	10,015.20	10,266.53	10,524.80	10,786.53	11,056.93	11,332.53	11,620.27	11,909.73	Monthly
404	56.39	57.78	59.23	60.72	62.23	63.79	65.38	67.04	68.71	Hourly
101	118,726.40				131,040.00		137,716.80		144,664.00	Annual
	9,893.87	10,146.93	10,398.27	10,656.53	10,920.00	11,197.33	11,476.40	11,764.13	12,055.33	Monthly
	57.08	58.54	59.99	61.48	63.00	64.60	66.21	67.87	69.55	Hourly
102	120,224.00	123,198.40	126,339.20	129,459.20	132,683.20	135,990.40	139,464.00	142,958.40	146,494.40	Annual
	10,018.67	10,266.53	10,528.27	10,788.27	11,056.93	11,332.53	11,622.00	11,913.20	12,207.87	Monthly
	57.80	59.23	60.74	62.24	63.79	65.38	67.05	68.73	70.43	Hourly
103	121,763.20	124,800.00	127,899.20	131,060.80	134,368.00	137,737.60	141,190.40	144,684.80	148,283.20	Annual
	10,146.93	10,400.00	10,658.27	10,921.73	11,197.33	11,478.13	11,765.87	12,057.07	12,356.93	Monthly
	58.54	60.00	61.49	63.01	64.60	66.22	67.88	69.56	71.29	Hourly
104	123,219.20	126,360.00	129,459.20	132,704.00	136,011.20	139,464.00	142,979.20	146,515.20	150,176.00	Annual
	10,268.27	10,530.00	10,788.27	11,058.67	11,334.27	11,622.00	11,914.93	12,209.60	12,514.67	Monthly
	59.24	60.75	62.24	63.80	65.39	67.05	68.74	70.44	72.20	Hourly
105	124,800.00	127,920.00		134,388.80	137,758.40	141,211.20	144,705.60	148,304.00	152,068.80	Annual
	10,400.00	10,660.00	10,925.20	11,199.07	11,479.87	11,767.60	12,058.80	12,358.67	12,672.40	Monthly
	60.00	61.50	63.03	64.61	66.23	67.89	69.57	71.30	73.11	Hourly

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Range	Step A	Step A1	Step B	Step B1	Step C	Step C1	Step D	Step D1	Step E	
106	126,360.00	129,500.80	132,724.80	136,032.00	139,484.80	143,000.00	146,556.80	150,196.80	153,940.80	Annual
	10,530.00	10,791.73	11,060.40	11,336.00	11,623.73	11,916.67	12,213.07	12,516.40	12,828.40	Monthly
	60.75	62.26	63.81	65.40	67.06	68.75	70.46	72.21	74.01	Hourly
107	127,920.00	131,123.20	134,409.60	137,779.20	141,211.20	144,747.20	148,304.00	152,089.60	155,854.40	Annual
101	10,660.00	10,926.93	11,200.80	11,481.60	11,767.60	12,062.27	12,358.67	12,674.13	12,987.87	Monthly
	61.50	63.04	64.62	66.24	67.89	69.59	71.30	73.12	74.93	Hourly
108	129,521.60	132,787.20	136,052.80	139,505.60	143,020.80	146,577.60	150,217.60	153,961.60	157,830.40	Annual
100	10,793.47	11,065.60	11,337.73	11,625.47	11,918.40	12,214.80	12,518.13	12,830.13	13,152.53	Monthly
	62.27	63.84	65.41	67.07	68.76	70.47	72.22	74.02	75.88	Hourly
100	131,123.20	134,430.40		141,232.00	144,768.00	148,345.60	152,110.40	155,875.20	159,764.80	Annual
109			137,779.20							· · · · · · · · · · · · · · · · · · ·
	10,926.93	11,202.53	11,481.60	11,769.33	12,064.00	12,362.13	12,675.87	12,989.60	13,313.73	Monthly
	63.04	64.63	66.24	67.90	69.60	71.32	73.13	74.94	76.81	Hourly
110	132,828.80	136,073.60	139,526.40	143,020.80	146,577.60	150,238.40	153,982.40	157,872.00	161,824.00	Annual
	11,069.07	11,339.47	11,627.20	11,918.40	12,214.80	12,519.87	12,831.87	13,156.00	13,485.33	Monthly
	63.86	65.42	67.08	68.76	70.47	72.23	74.03	75.90	77.80	Hourly
111	134,451.20	137,800.00	141,252.80	144,768.00	148,387.20	152,131.20	155,875.20	159,785.60	163,820.80	Annual
	11,204.27	11,483.33	11,771.07	12,064.00	12,365.60	12,677.60	12,989.60	13,315.47	13,651.73	Monthly
	64.64	66.25	67.91	69.60	71.34	73.14	74.94	76.82	78.76	Hourly
112	136,073.60	139,547.20	143,041.60	146,619.20	150,259.20	154,003.20	157,892.80	161,844.80	165,817.60	Annual
	11,339.47	11,628.93	11,920.13	12,218.27	12,521.60	12,833.60	13,157.73	13,487.07	13,818.13	Monthly
	65.42	67.09	68.77	70.49	72.24	74.04	75.91	77.81	79.72	Hourly
113	137,820.80	141,273.60	144,809.60	148,408.00	152,131.20	155,916.80	159,806.40	163,862.40	167,960.00	Annual
	11,485.07	11,772.80	12,067.47	12,367.33	12,677.60	12,993.07	13,317.20	13,655.20	13,996.67	Monthly
	66.26	67.92	69.62	71.35	73.14	74.96	76.83	78.78	80.75	Hourly
114	139,568.00	143,062.40	146,660.80	150,280.00	154,024.00	157,913.60	161,865.60	165,838.40	170,040.00	Annual
	11,630.67	11,921.87	12,221.73	12,523.33	12,835.33	13,159.47	13,488.80	13,819.87	14,170.00	Monthly
	67.10	68.78	70.51	72.25	74.05	75.92	77.82	79.73	81.75	Hourly
115	141,336.00	144,830.40	148,428.80	152,152.00	155,958.40	159,848.00	163,904.00	167,980.80	172,161.60	Annual
115	11,778.00	12,069.20	12,369.07	12,679.33	12,996.53	13,320.67	13,658.67	13,998.40	14,346.80	Monthly
	67.95	69.63	71.36	73.15	74.98	76.85	78.80	80.76	82.77	Hourly
110			150,300.80	154,065.60	157,934.40	161,886.40	165,880.00	170,060.80	174,304.00	Annual
116	143,083.20	146,681.60								
	11,923.60	12,223.47	12,525.07	12,838.80	13,161.20	13,490.53	13,823.33	14,171.73	14,525.33	Monthly
	68.79	70.52	72.26	74.07	75.93	77.83	79.75	81.76	83.80	Hourly
117	144,851.20	148,470.40	152,172.80	155,979.20	159,889.60	163,924.80	168,001.60	172,182.40	176,529.60	Annual
	12,070.93	12,372.53	12,681.07	12,998.27	13,324.13	13,660.40	14,000.13	14,348.53	14,710.80	Monthly
	69.64	71.38	73.16	74.99	76.87	78.81	80.77	82.78	84.87	Hourly
118	146,702.40	150,321.60	154,086.40	157,955.20	161,907.20	165,900.80	170,081.60	174,324.80	178,651.20	Annual
	12,225.20	12,526.80	12,840.53	13,162.93	13,492.27	13,825.07	14,173.47	14,527.07	14,887.60	Monthly
	70.53	72.27	74.08	75.94	77.84	79.76	81.77	83.81	85.89	Hourly
119	148,512.00	152,214.40	156,020.80	159,910.40	163,945.60	168,022.40	172,224.00	176,550.40	180,939.20	Annual
	12,376.00	12,684.53	13,001.73	13,325.87	13,662.13	14,001.87	14,352.00	14,712.53	15,078.27	Monthly
	71.40	73.18	75.01	76.88	78.82	80.78	82.80	84.88	86.99	Hourly
120	150,321.60	154,107.20	157,976.00	161,928.00	165,963.20	170,102.40	174,345.60	178,692.80	183,185.60	Annual
	12,526.80	12,842.27	13,164.67	13,494.00	13,830.27	14,175.20	14,528.80	14,891.07	15,265.47	Monthly
	72.27	74.09	75.95	77.85	79.79	81.78	83.82	85.91	88.07	Hourly

FY 2020-2021 | 2.3% (.023) CPI - March 2020 - effective 07/01/20



#### VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY Board of Commissioners Staff Report

TO:	VVWRA Board of Commissioners					
FROM:	Darron Poulsen, General Manager R					
SUBMITTED BY:	Robert Coromina, Director of Administration 30					
DATE:	June 18, 2020					
SUBJECT:	Approval of VVWRA Employees Association MOU, VVWRA Supervisors Association MOU, and corresponding wage and benefit adjustments for certain nonrepresented employees.					
For Action	Fiscal Impact \$					
Information	Only Account Code:					
	Funds Budgeted/ Approved:					

#### **STAFF RECOMMENDATION**

It is recommended that the Board of Commissioners approve the VVWRA Employees Association MOU and corresponding wage and benefit adjustments for certain nonrepresented employees.

#### **PREVIOUS ACTION(S)**

May 1, 2019- Due to the departure of the previous General Manager, negotiations between the Victor Valley Wastewater Reclamation Authority and the VVWRA Employees Association were delayed for seven months. The Association body understood the need for the delay and agreed to postpone the negotiations until a new General Manager was appointed.

December 02, 2019- Darron Poulsen was appointed and the negotiations were able to commence. The attached Memorandum of Understanding represents the culmination of the negotiation process and is presented to the board for final approval.

#### **BACKGROUND INFORMATION**

The Authority has negotiated with the Employees Association over a contract or Memorandum of Understanding (MOU) outlining certain terms and conditions of employment. The Authority recently completed these negotiations, and the terms were ratified by the employees in the Employees Association bargaining unit. However, the MOU requires final approval from the Board of Commissioners before it can be implemented.

Major terms of the MOUs include:

- A three-year contract, from July 1, 2019, through June 30, 2022.
- Cost of living adjustments on July 1, 2019, 2020, and 2021, equal to the Consumer Price Index or 3.5%, whichever is lower.
- An increase in the monthly health/dental/vision contribution to \$1100.
- Increase standby compensation to \$350 per week.
- Holiday and Jury Duty Time usage will count has hours worked towards the employee's 40-hours per week for the purpose of calculating overtime.
- <sup>\*</sup> Increase the comp time cap to 120 hours, all comp time banks will be cashed out every June 30<sup>th.</sup>
- Increase boot allowance to \$250 per year

#### Attachment(s):

**Exhibit A** - Memorandum of understanding for the Victor Valley Wastewater Reclamation Authority Employees Association

# EXHIBIT 1

#### MEMORANDUM OF UNDERSTANDING BETWEEN THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY AND THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY EMPLOYEES ASSOCIATION

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made an entered into by and between THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY ("EMPLOYER," or "AUTHORITY") and the VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY EMPLOYEES ASSOCIATION ("ASSOCIATION").

#### ARTICLE 1 RECOGNITION

1.1 AUTHORITY hereby recognizes ASSOCIATION as the bargaining representative of full-time regular employees in the bargaining unit, as set forth below.

1.2 <u>Majority Representation</u>. AUTHORITY recognizes ASSOCIATION as the majority representative of all bargaining unit employees for the purpose of meeting its obligations under this MOU, the Meyers-Milias-Brown Act, Government Code §§3500 et. seq., and AUTHORITY rules, regulations, or laws affecting wages, hours, and other terms and conditions of employment are appropriately amended or changed.

1.3 <u>Bargaining Unit Employees.</u> The following classes and titles of AUTHORITY employees shall be members of the bargaining unit recognized by this MOU and shall be represented by the ASSOCIATION:

Accountant Accounting Technician Administrative Aide Asset Management Clerk Electrical Instrumentation Technician **Environmental Compliance Inspector** Environmental Compliance Inspector-in-Training Information Technology Coordinator Information Systems Coordinator Laboratory Technician I Lead Mechanic Lead Operator Maintenance Mechanic-in-Training Maintenance Planner Mechanic Mechanical Technician O&M Clerk Operator **Operator-in-Training Regulatory Compliance Inspector** Senior Accountant Senior Operator

Septage Receiving Attendant Utility Worker

1.4 <u>Filing of Petitions.</u> This MOU shall bar the filing of a Petition of Certification or Petition for Decertification of a recognized employee organization for this employee representation unit during the term of this MOU; except that a Petition for Certification or a Petition for Decertification may be filed during a period beginning not earlier than one hundred fifty (150) calendar days and ending not less than ninety (90) calendar days before expiration of said MOU.

1.5 Maintenance of Membership/Dues Deduction.

A. Subject to applicable law, all regular, full-time unit employees who, on the effective date of this Agreement are members of the Association in good standing, and all employees who thereafter become members, shall maintain their membership with the Association in good standing during the term of this Agreement. However, employees shall have the right to resign their membership during the month of December of any year. Unit employees may exercise their rights to resign by notice in writing to the Association during this period.

B. The Authority agrees to have dues deducted from Association member's first and second paycheck of each month and remit to the Association all such monies as are certified by the Association. Association agrees to provide the Authority notice regarding any membership changes.

C. The Authority agrees, pursuant to AB 119, to provide the Association with the name, job title, department, work location, work telephone number, home address, e-mail address, and personal cell phone number of newly hired employees within 30-days of the date of hire. The Authority also agrees to provide the Association with the name, job title, department, work location, work, home and personal cellular telephone numbers, personal email addresses and home address of all bargaining unit employees every 90 days.

D. The ASSOCIATION shall indemnify, defend, and hold the AUTHORITY harmless against any liability arising in any forum, whether judicial, administrative, or otherwise, from any claims, demands, or other action relating to the AUTHORITY's compliance with any obligations imposed under this Agreement including but not limited to, deduction of membership duesand the ASSOCIATION's use of monies collected under this provision. The AUTHORITY reserves the right to select and direct legal counsel in the case of any challenge in any forum relating to the AUTHORITY's compliance with this Agreement, and the ASSOCIATION agrees to pay any attorney, arbitrator or court fees related thereto, as well as reasonable cost of preparation time by AUTHORITY management.

#### ARTICLE 2 TERM

2.1 <u>Term.</u> This MOU shall be effective commencing on July 1, 2019, and concluding at the close of business on June 30, 2022.

2.2 <u>Effective Date of Changes.</u> Unless otherwise specified herein, all proposed changes shall be effective as of July 1, 2019.

#### ARTICLE 3 AUTHORITY RIGHTS

3.1 The AUTHORITY reserves, retains, and is vested with, solely and exclusively, all rights of Management which have not been expressly abridged by specific provisions of this MOU, or by law, to manage the AUTHORITY, as such rights existed prior to, during, and after the execution of this MOU. The sole and exclusive rights of Management, not abridged by this MOU or by law, shall include, but not be limited to, the following rights:

A. To manage the AUTHORITY generally and determine the issues of policy.

B. To determine the necessity and organization of any service or activity conducted by the AUTHORITY and expand or diminish services.

C. To determine the nature, manner, means, and technology and extent of services to be provided to the public.

D. Methods of financing.

E. Types of equipment or technology to be used.

F. To determine and/or change the facilities, methods, technology, means, and size of the workforce by which the AUTHORITY operations are to be conducted.

G. To determine and change the number of locations, relocations, and types of operations, processes, and materials to be used in carrying out all AUTHORITY functions, including but not limited to, the right to contract for or subcontract any work or operation.

H. To assign work to and schedule employees in accordance with requirements as determined by the AUTHORITY, and to establish and change work schedules and assignments.

I. To relieve employees from duties for lack of work or other reasons, by means of layoff.

J. To establish and modify productivity and performance programs and standards.

K. To discharge, suspend, demote, or otherwise discipline employees in accordance with the provisions and procedures set forth in AUTHORITY policies and procedures.

L. To determine job classifications.

M. To hire, transfer, promote, demote, suspend, or discharge employees in accordance with this MOU, or AUTHORITY policies and procedures.

N. To determine policies, procedures, and standards for selection, training, and promotion of employees.

O. To establish employee performance standards including, but not limited to, quality and quantity standards, and to require compliance therewith.

P. To maintain order and efficiency in its facilities and operations.

Q. To establish and promulgate and/or modify rules and regulations to maintain order and safety in the AUTHORITY that are not in contravention with this MOU.

R. To take any and all necessary action to carry out the mission of the AUTHORITY in emergencies.

3.2 <u>Impact on Authority Rights.</u> Except in emergencies, or where the AUTHORITY is required to make changes in its operations because of the requirements of law, whenever the contemplated exercise of the AUTHORITY rights shall impact upon affected employees, the AUTHORITY agrees to meet and confer in good faith with representatives of the ASSOCIATION regarding the impact of the contemplated exercise of such rights prior to exercising such rights, unless the matter of the exercise of such rights is provided for in this MOU. By agreeing to meet and confer with the ASSOCIATION as to the impact of the exercise of any of the foregoing Management rights, it shall not diminish Management's discretion in the exercise of those rights.

3.3 <u>Clarification of Right to Contract Out.</u> While Article 3.1.G above addresses the AUTHORITY'S right to contract out, the AUTHORITY recognizes that it will have a duty to meet and confer with the ASSOCIATION prior to contracting out any work currently performed by bargaining unit employees.

#### ARTICLE 4 NO STRIKE

4.1 <u>Association Prohibited Conduct.</u> The ASSOCIATION, its officers, agents, representatives and/or members agree that during the term of this MOU they will not cause nor condone any strike, walkout, slowdown, sickout, or any other concerted job action by withholding or refusing to perform services. A violation of this Section by any employee shall constitute a just cause for discipline. Taking joint action or joining other labor organizations to engage in such activity is included in this prohibition.

4.2 <u>Authority Prohibited Conduct.</u> The AUTHORITY agrees that it shall not lockout its employees during the term of this MOU. The term "lockout" is hereby defined so as not to include the discharge, suspension, termination, layoff, failure to recall or failure to return to work of the employees of the AUTHORITY in the exercise of its rights as set forth in any provisions of this MOU or applicable ordinance or law.

#### ARTICLE 5 NON-DISCRIMINATION

5.1 <u>Non-Discrimination</u>. The parties mutually reaffirm their respective policies of non-discrimination in the treatment of any employee because of race, religion, color, sex, age, sexual orientation, gender identity, gender expression, genetic characteristics, physical or mental disability, medical condition, marital status, national origin, creed, or ancestry, and/or any other category protected by federal and/or state law.

5.2 <u>Protection from Retaliation</u>. The AUTHORITY and ASSOCIATION the mutually agree that no employee shall be interfered with, intimidated, restrained, coerced, or discriminated against because of the exercise of his/her rights granted pursuant to the Meyers-Milias-Brown Act.

#### ARTICLE 6 WAGES

6.1 <u>Cost of Living Adjustment</u>. Bargaining unit employees shall receive a cost of living adjustment to their base wage rate with a maximum cap of 3.5% or the annualized change of the Consumer Price Index for Los Angeles-Riverside-Orange County (CPI-U) for March of the year in question, whichever is lower, effective on the following dates:

- July 1, 2019\*
- July 1, 2020
- July 1, 2021

\*Bargaining unit employees already received a 2.5% cost of living adjustment on July 1, 2019 bargaining unit employees employed on the date that this agreement is approved shall receive the remaining .7% of the cost of living adjustment, retroactive to July 1, 2019.

6.2 <u>Salary Survey</u>. During the term of this Agreement, the Authority shall conduct at its expense a salary survey to compare the wages and benefits afforded the various bargaining unit positions with similarly situated positions at comparable agencies and employers.

6.3 <u>Budget Deficit</u>. In the event implementation of a cost of living adjustment as set forth in Article 6.1 above will result in the AUTHORITY operating with a deficit or require the expenditure of reserve funds for the following fiscal year, the cost of living adjustment shall not take place. Rather, the parties shall meet and confer over whether any adjustment to base wage rate.

#### ARTICLE 7 RETIREMENT

7.1 <u>CalPERS Member Contribution</u>. All bargaining unit members who are classic members shall pay the full CalPERS member contribution. Contributions for bargaining unit members who are new members shall be paid in accordance with the Public Employees' Retirement Law, as amended.

#### ARTICLE 8 HEALTH

8.1 <u>Medical/Dental/Vision Contribution</u>. The contribution of the AUTHORITY toward medical, dental and vision insurance shall be increased to \$1,100 per month.

8.2 <u>Prescription Safety Glasses.</u> The AUTHORITY shall provide prescription safety glasses or provide employees with up to \$450.00 dollar reimbursement for the purchase of prescription safety glasses.

#### ARTICLE 9 LEAVE

9.1 Employee leave provisions shall be administered in accordance with the Personnel Rules, Section 7, Leave, Vacation and Holidays.

9.2 <u>Vacation Accrual Rate.</u> Vacation days will be accrued at the following rate:

0-2 years	80 hours
2-4 years	96 hours
4-6 years	120 hours
6-9 years	160 hours
9+ years	200 hours

9.3 <u>Holiday Pay</u>. Employees will be paid holiday pay based on the hours the employee would have been scheduled to work but for the designated holiday.

9.4 <u>Overtime</u>. Time off for holidays and paid jury duty shall count has hours worked for overtime calculation purposes. Sick leave and vacation shall count as hours worked for overtime only when overtime is incurred on non-scheduled work days.

9.5 <u>Bereavement Leave.</u> For the purposes of bereavement leave, "immediate family" shall be defined as an employee's father, mother, spouse, registered domestic partner, child brother, sister, grandparent, grandchild, parent-in-law, brother-in-law, sister-in-law, foster child, ward of the court, or stepchild.

9.6 <u>Compensatory Leave Cap.</u> Employees shall not accrue more than 120 hours of compensatory time off. All accrued and unused compensatory time off shall paid in cash to bargaining unit employees on June 30 of each year.

#### ARTICLE 10 UNIFORMS

10.1 The AUTHORITY will provide each operations and maintenance employee, electrical technician, regulatory compliance inspector, and asset management clerk with two jackets upon employment. The AUTHORITY will replace each jacket when it determines that the jacket has either been damaged or worn out to the point where it is no longer reasonably

serviceable. Bargaining unit employees may use the AUTHORITY laundry service to clean these jackets.

10.2 The AUTHORITY shall provide employees with a \$250 boot allowance every year.

#### ARTICLE 11 STAND-BY/CLEAN UP TIME

11.1 <u>Standby Compensation</u>. Bargaining unit employees who are on weekly standby duty shall be compensated at the rate of \$350 per week. Employees called in to work while on standby shall be compensated at the overtime premium for a minimum of two hours or the actual number of hours worked, whichever is greater.

11.2 <u>Clean Up Time.</u> Operations and maintenance employees shall be allowed up to fifteen minutes prior to the end of their shifts to clean up and change clothes. Employee shall only use this clean up time to the extent actually necessary to clean up and change clothes.

#### ARTICLE 12 PERFORMANCE EVALUATIONS

12.1 The AUTHORITY shall make every reasonable effort to ensure that bargaining unit employee annual performance evaluations are completed in a timely manner.

#### ARTICLE 13 JURY DUTY

13.1 <u>Paid Jury Duty</u>. Bargaining unit employees shall be allowed a leave of absence with pay for the duration of the jury duty when empaneled to serve on a jury. Employees must provide proof of daily service. Employees shall be required to report to work on any day that the employee has been released from or relieved of jury duty with sufficient time for the employee to report to work and work at least one hour. An employee may request approval of their supervisor to use of vacation time, in lieu of returning to work. If such a request is not granted, or if the employee is unable to contact the supervisor to make the request, the employee will be expected to return to work as required.

#### ARTICLE 14 ASSOCIATION RIGHTS

14.1 <u>Representative Rights.</u> The Recognized Employee Organization may select a total of two (2) representatives for the Unit. The Recognized Employee Organization shall give to the AUTHORITY a written *list* of Unit members who have been selected as representatives. The Recognized Employee Organization shall keep this list current.

Representatives shall be free from reprisal and shall not in any way be coerced, intimidated or discriminated against as a result of their activities and roles as representatives.

Representatives shall notify and obtain permission from their department head before leaving their work to transact any employee organization business. Upon entering another represented Unit member's work place on employee organization business, the representative shall obtain permission from the Unit member's department head. If such permission cannot be granted promptly, the representative will be immediately informed when the time will be available.

The Recognized Employee Organization agrees that a representative shall not log compensatory time or overtime pay for the time spent performing any function of a representative.

14.2 <u>New Employee Orientations</u>. Absent exigent circumstances, the AUTHORITY shall provide the ASSOCIATION with one week's advance notice of any orientation for new employees hired into the bargaining unit, and the ASSOCIATION shall be provided with up to 30 minutes to make a presentation to the new employee(s) as part of the orientation process. Absent the consent of all parties, management personnel may not be present during this presentation. If circumstances do not allow for such advanced notice, then the Association shall be allowed to conduct the presentation as soon as practicable. No more than two representatives may make the presentation, and the actual time spent in the presentation shall not count against the allowed time set forth in Article 15.3 below.

14.3 <u>Allowed Time for Representatives.</u> The AUTHORITY agrees to allow representatives no more than two (2) hours per month to transact and discuss employee organization business during their regular working hours, unless prior approval of an amount greater than two (2) hours has been given by the General Manager, subject to absences from the assigned work being approved by the Unit member's department head with permission being granted promptly unless such absence would cause an undue interruption of work.

#### **ARTICLE 15**

#### **PROVISIONS OF LAW AND SEVERABILITY**

15.1 It is mutually understood that this MOU is subject to all applicable Federal, State, or Local laws. If any Article, part, or provision of this MOU is in conflict or inconsistent with such applicable provisions of Federal, State, or Local law, or is otherwise held to be invalid or unenforceable by any court of competent jurisdiction, said Article, part, or provision shall be suspended and superseded by such applicable law, or regulations, and the remainder of this MOU shall not be affected. As soon as both parties become aware of the law or regulation, they shall meet to discuss the impact of the law or regulation on the contract. Unless mutually agreed otherwise, the parties agree to meet and confer within 30 days for the purpose of agreeing to a mutually satisfactory replacement provision.

#### ARTICLE 16 CERTIFICATION PAY

16.1 The AUTHORITY shall pay employees in positions requiring state and or California Water Environment Association (CWEA) certifications an increase of 5% over their base pay if the employee holds a certification higher than the minimum required for his or her

classification. The AUTHORITY is willing to consider expending the allowable certification that would qualify for compensation on a case-by-case basis. The parties agree to meet to discuss any potential certifications that would qualify for additional compensation.

#### ARTICLE 18 REOPENERS

18.1 The parties agree to the following reopeners during the term of this MOU:

A. Upon completion of the salary survey referenced in Article 6.2, the parties shall meet and confer of whether and how to implement the results of the survey.

B. The parties shall meet and confer in July 2021 to discuss potential across-the-board wage increases.

C. The parties shall meet upon completion of draft job descriptions to discuss their implementation.

D. The parties shall meet and confer in the fall of each year to discuss any potential increase of the AUTHORITY's contribution, as set forth in Article 8.1, in light of any increases in the underlying insurance premiums.

E. Upon request, the parties agree to meet and confer over potential additional compensation for certifications not listed in Article 19.

F. The parties agree to meet and confer to discuss modifications to the Personnel Rules and Regulations.

#### ARTICLE19 FULL UNDERSTANDING

19.1 This MOU sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understandings or agreements by the parties, whether formal or informal, regarding any such matters are hereby superseded or terminated in their entirety.

19.2 Provisions of this MOU shall be given full force and effect in place of any conflicting provisions in the AUTHORITY's policies and procedures and/or other rules, regulations, or policies applicable to the AUTHORITY and shall prevail over any such conflicting policies, procedures, rules, or regulations.

19.3 The terms and conditions in this MOU may be altered, changed, added to, deleted, or modified, only through the voluntary mutual consent of the parties in a written agreement, executed by both parties and, if required, approved by the Board of Directors.

IN WITNESS WHEREOF, the Parties have agreed to and accepted this MOU:

#### THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

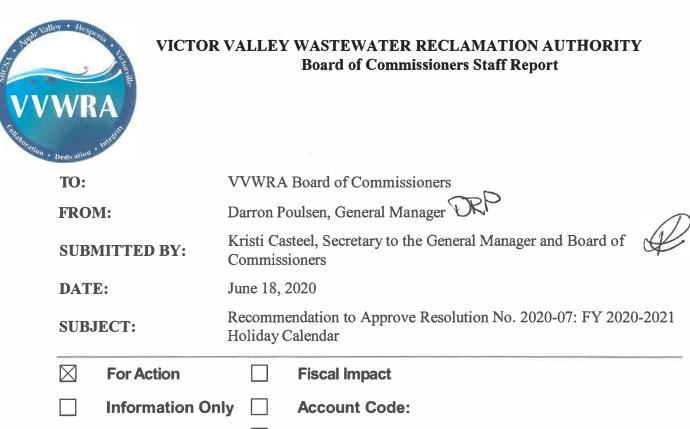
By:\_\_\_\_\_

Dated:\_\_\_\_\_

#### THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY EMPLOYEES ASSOCIATION

By:\_\_\_\_\_

Dated:\_\_\_\_\_\_



#### Funds Budgeted/ Approved:

13

#### **STAFF RECOMMENDATION**

It is recommended that the Board of Commissioners approve and adopt Resolution No. 2020-07 to establish the paid holidays for VVWRA employees during fiscal year 2020-2021 which is consistent with the MOU with the Employees Association adopted on December 8, 2016.

#### PREVIOUS ACTION(S)

It is routine for the Board of Commissioners to adopt the holiday schedule on an annual basis.

#### **BACKGROUND INFORMATION**

Each year, the Board of Commissioners approves and adopts a schedule of paid holidays for VVWRA employees. There have been no changes to the holiday calendar since it was last adopted under Resolution No. 2013-12 on May 16, 2013. The holiday calendar was not revised as part of the MOU negotiations with the Employees Association. It is recommended that the Holiday Calendar for FY 2020-2021 be approved and adopted as shown under Resolution 2020-07.

#### Attachment(s):

Exhibit 1- Resolution 2020-07 FY 2020-2021 Holiday Schedule

## EXHIBIT 1

13

#### **RESOLUTION 2020-07**

#### A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY TO APPROVE AND ADOPT A SCHEDULE OF PAID HOLIDAYS FOR FISCAL YEAR 2020-2021

Holiday:	Non-Operations Staff:	<b>Operations Staff:</b>
Independence Day	July 3, 2020 (Friday)	July 4, 2020 (Saturday)
Labor Day	September 7, 2020 (Monday)	September 7, 2020 (Monday)
Veterans Day	November 11, 2020 (Wednesday)	November 11, 2020 (Wednesday)
Thanksgiving Day	November 26, 2020 (Thursday)	November 26, 2020 (Thursday)
Day after Thanksgiving	November 27, 2020 (Friday)	November 27, 2020 (Friday)
Christmas Eve	December 24, 2020 (Thursday)	December 24, 2020 (Thursday)
Christmas Day	December 25, 2020 (Friday)	December 25, 2020 (Friday)
New Year's Eve	December 31, 2020 (Thursday)	December 31, 2020 (Thursday)
New Year's Day	January 1, 2021 (Friday)	January 1, 2021 (Friday)
Martin Luther King Day	January 18, 2021 (Monday)	January 18, 2021 (Monday)
President's Day	February 15, 2021 (Monday)	February 15, 2021 (Monday)
Memorial Day	May 31, 2021 (Monday)	May 31, 2021 (Monday)
Floating Holiday (1)		

#### FY 2020-2021 HOLIDAY CALENDAR

ADOPTED and APPROVED by the Board of Commissioners on this 18th day of June, 2020.

Scott Nassif, Chair VVWRA Board of Commissioners

**ATTEST:** 

#### **APPROVED AS TO FORM:**

Larry Bird, Secretary VVWRA Board of Commissioners Piero C. Dallarda, a Partner of Best Best & Krieger LLP Counsel, VVWRA

#### **CERTIFICATION:**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Commissioners held on June 18, 2020.

Kristi Casteel – Clerk of the Board

VICTOR	VALLEY WASTEWATER RECLAMATION AUTHORITY Board of Commissioners Staff Report
TO:	VVWRA Board of Commissioners
FROM:	Darron Poulsen, General Manager KK
SUBMITTED BY:	Kristi Casteel, Secretary to the General Manager and Board of Commissioners
DATE:	June 18, 2020
SUBJECT:	Cancellation of June 25, 2020 Board Meeting
For Action	Fiscal Impact
Information On	Ily 🗌 Account Code:
	Funds Budgeted/ Approved:

14

#### **STAFF RECOMMENDATION**

It is recommended that the Board of Commissioners cancel the regularly scheduled June 25, 2020 Board Meeting if the Board adopts the FY 2020-21 Budget at the regular meeting held on June 18, 2020.

#### **BACKGROUND INFORMATION**

VVWRA schedules two Board meetings in June to allow for any last minute changes to the Budget for the next fiscal year. If the Board adopts the fiscal year 2020-21 budget on June 18, 2020 staff recommends cancelling the June 25, 2020 Board Meeting.

VVWRA V	ALLEY WASTEWATER RECLAMATION AUTHORITY Board of Commissioners Staff Report VWRA Board of Commissioners arron Poulsen, General Manager				
SUBMITTED BY:	Laari, Business Applications Manager				
<b>DATE:</b> 6/18/2020					
T SUBJECT: \$1 N	PPROVE CHANGE ORDER REQUEST #1 AND AMEND RIMAX SYSTEMS INC CONTRACT IN THE AMOUNT OF 19,350.00 TO ADD CIVIC CENTER TANK LEVEL CONTROLS ECESSARY TO DELIVER RECYCLED WATER TO THE TOWN F APPLE VALLEY				
For Action	Fiscal Impact \$19,350.00				
Information Only	Account Code: 01-54-545-8122-9999				
	Funds Budgeted/ Approved:				

#### **STAFF RECOMMENDATION**

It is recommended that the Board of Commissioners approve the following:

- 1. Approval of change request #1 in the amount of \$19,350.00 and amend Trimax Systems Inc (Trimax) contract for the systems and controls integration work being performed to connect the VVWRA Recycled Water pipeline to the Town of Apple Valley (Town) newly built recycled water infrastructure.
- 2. Allow the VVWRA General Manager to negotiate with the Town Manager of Apple Valley a full or partial reimbursement of this expense after the project is complete. This negotiated expense will be brought back for the Board's consideration.

#### **PREVIOUS ACTION**

On April 16, 2020 the Board of Commissioners approved:

1. Payment of \$52,900.00 to Trimax Systems Inc (Trimax) for the systems and controls integration work being performed to connect the VVWRA Recycled Water pipeline to the Town of Apple Valley (Town) newly built recycled water infrastructure.

15

2. Allow the VVWRA General Manager to negotiate with the Town Manager of Apple Valley a full or partial reimbursement of this expense after the project is complete. This negotiated expense will be brought back for the Board's consideration.

#### **BACKGROUND INFORMATION**

The Town is currently building infrastructure to receive recycled water from the VVWRA subregional facility located in Apple Valley. The final design includes the installation of two connections to the VVWRA recycled water pipeline located within the Town boundaries. For these new connections to work safely and automatically, process control equipment, communication gear, and power are needed to make sure the new recycled water infrastructure works seamlessly between the VVWRA SCADA and the Town's operations. To complete this installation a SCADA integration contractor, familiar with VVWRA controls, was needed to perform this specialized work.

This change order submitted by Trimax is to provide the Civic Center Control Panel with a cellular modem to tie into the current contract cellular modem network. This connection will allow the Civic Center recycled water tank level information to communicate with the VVWRA SCADA. This SCADA access will allow VVWRA staff, and the staff at the Town of Apple Valley, to work together to develop a high-level set point that if triggered would automatically close the valve on the tank, thereby eliminating risk of an overflow

VVWRA staff recommends that the Board of Commissioners approve the change order and amendment to the Trimax contract in the amount of \$19,350.00 (Exhibit 1) for the integration work and allow the General Manager to negotiate with the Town Manager of Apple Valley the reimbursement after the completion of the project.

Attachment(s):

Exhibit (1) - Trimax Change Order#1



TRIMAX 565 Explorer Street Brea, CA 92821 714.255.8590 TrimaxSystems.com

#### CHANGE ORDER REQUEST

То:	Victor Valley Wastewater Reclamation Authority	Date:	5/18/2020	COR #: 01
	20111 Shay Road	From:	Marty McLaughlin	
	Victorville, Ca 92394	Trimax Project #:	P-3104	
Project:	Town of Apple Valley	Contract #:	AAnderson	
	Tank & Pump Station			
Date Requ	ired: 5/15/2020			
Dwg Ref:	None			
Spec Ref:	None			

Cost Impact Comments	Amount	Schedule Impact Comments	Extension Days
Add Civic Center Tank Level Controls	\$19,350	Delay Completion	5 weeks

#### **Civic Center Tank Level Monitoring Controls**

#### Summary:

Provide Civic Center Control Panel with cellular modem to tie into current contract cellular modem network. Tank level transmitter to send 4-20ma signal to PLC input module. PLC to retransmit tank level to VVWRA SCADA and VVWRA PLC. PLC logic to be modified to close the valve on tank high level setpoint.

- Please issue a change order for \$19,350.00 for the above required changes.
- Trimax, a Tesco Controls Company, will proceed upon receipt of change order information.
- Estimated lead time is [4-6 weeks].

#### Trimax has excluded the following from this proposal:

- Any other material or labor that is not explicitly mentioned above as being provided
- Installation, wire ducts, and mounting of Instruments
- Installation of the control panel
- Level Transmitter provided and installed by Others
- Field interconnection wire, cable, wiring and terminations

Z:\Client Archives\U-Z\Victor Valley Wastewater Reclamation Authority\Projects\P-3104 City of Apple Valley Tank & Pump Station\COR-1\P-3104 City of Apple Valley Tank & COR-01 Civic Center 051520.docx

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#### **Terms and Conditions**

- Quote is firm for 30 days unless otherwise stated.
- **Submittals**: to be furnished approximately 2 weeks after receipt of purchase order, written notice of intent, or notice to proceed.
- **Delivery**: to be scheduled approximately 1 weeks minimum after submittal approval to allow for procurement, material order fill, programming, handling and shipment; may be subject to product manufacturer delivery lead-times and resource schedule availability.
- Implementation: effort may span a 4 week period after product delivery; please plan accordingly.
- **Time Extension**: approval of this change order will require a time extension for completing engineered submittals, procurement, equipment/product shipment, programming, integration, and implementation segments of the contract work. Please adjust contract and construction schedules accordingly.
- Change Order Approval: must be received within <u>2</u> days of the quotation date (on or before 5/19/2020) to avoid further schedule impacts, shipping delays, and/or additional costs for equipment changes in the field.
- Price does not include any sales tax, use tax, or applicable fees. Please note that all invoices will
  include sales tax. Appropriate sales tax will be added where applicable.
- Trimax price is FOB factory, full freight allowed.
- Trimax warranties against defect in design workmanship and materials for a period of one year from date of installation, and does not exceed 18 months from the date of shipment from the factory.
- Trimax carries liability insurance with full workman's compensation coverage.
- Terms are net 30 days on approved credit accounts.
- Interest will be applied to all past due invoices.
- All merchandise sold is subject to lien laws.
- Final retention to be paid within 10 days after the project notice of completion.

Please feel free to contact us at (714) 255-8590 to discuss any questions or comments you may have regarding this change order.

15-4

Sincerely,

Marty McLaughlin Trimax

TRIMAX A TESCO CONTROLS COMPANY



#### Victor Valley Wastewater Reclamation Authority (VVWRA) Board of Commissioners Fiscal Year 2020-2021

### VVWRA Commissioners:

Name: Title: Term:	James Cox, Councilman – City of Victorville Board Chair 2019 to present
Alternate:	Debra Jones
Name: Title: Term:	Larry Bird, Councilman – City of Hesperia Vice Chair 2018 to present
Alternate:	Bill Holland
Name: Title: Term:	Robert Lovingood, Supervisor – County of San Bernardino Secretary 2019 to present
Alternate:	Don Holland
Name: Title: Term:	Scott Nassif, Councilman – Town of Apple Valley Treasurer 2010 to present
Alternate:	Art Bishop
Note:	Board positions rotate on an annual basis effective July 1st.

## Victor Valley Wastewater Reclamation Authority

### Ad Hoc Internal Committees 2020-2021

Engineering & Operations Committee	Financial Committee	Administrative Committee
Larry Bird	Scott Nassif	Scott Nassif
Vice-Chair	Treasurer	Treasurer
Robert Lovingood	Robert Lovingood	Jim Cox
Secretary	Secretary	Chair
Darron Poulsen	Darron Poulsen	Darron Poulsen
General Manager	General Manager	General Manager
VVWRA staff and Consultants (as needed)	VVWRA staff and consultants (as needed)	VVWRA staff and Consultants (as needed)

#### Notes:

- Committee meetings focus on issues that are internal to VVWRA
- All Committees meet on an as-needed basis.

## Victor Valley Wastewater Reclamation Authority



## Financial and Cash Report

May 2020

#### Executive Summary of Financial Statements

#### For the Month Ended May 31, 2020

 Cash balance at May 31, 2020 is \$9.91 million with reserves required for operations including repairs and replacement. The agreements with State Water Resources Control Board require we maintain the loan principal and interest payment amount for the following year.

	Cu	rrent Balance
O&M Reserve: 10% of Prior Year Budgeted Operating Expenses	\$	1,484,420
R&R Reserve: 1% of Land Improvements/Plants/Interceptors PY CAFR		2,974,530
Reserve for SRF Payments (P& I) - Operating		2,749,736
Reserve for SRF Payments (P& I) - Capital		2,133,074
Cash Available for Operations and Capital		565,392
Total Cash	\$	9,907,151

- The May 2020 financial statements show a deficit of \$265,756 (a cumulative year-to-date deficit of \$6,988,085) after \$1.05 million (cumulative \$11.51 million) depreciation expense. The depreciation expense is a part of financial statements but does not affect our cash flow.
- 3. The current month user fee revenue was estimated using an average monthly user fees during this fiscal year and is lower than a budgeted monthly average amount by \$10,457. Compared to the budget, the year-to-date user fee revenue is lower by \$115,019 for the period from July 1, 2019 to May 31, 2020. The current month connection fee revenue is lower than a budgeted monthly average by \$64,866. Compared to the budget, the year-to-date connection fee revenue is also lower by \$739,586 for the period from July 1, 2019 to May 31, 2020. The expenses are what the staff actually processed during the month that may not match corresponding revenues. The staff will record matching expenses at a year-end by accruing incurred costs.

CKengy

Chieko Keagy, Controller

#### Victor Valley Wastewater Reclamation Authority CASH AND RESERVE SUMMARY May 31, 2020

G/L Account	Description	Τ	Balance							
1000	DCB Checking Account	\$	1,113,000							
1030	DCB Sweep Account		871,486							
1075	Cal TRUST		6,515,586							
1070	LAIF	_	1,407,079		\$65 mil Max					
	Total Cash	\$	9,907,151							
		С	urrent Balance		Restricted		Assigned			
O&M Reserve: 10	% of Prior Year Budgeted Operating Expenses	\$	1,484,420	\$		\$	1,484,420			
R&R Reserve: 1% of	of Land Improvements/Plants/Interceptors PY CAFR		2,974,530				2,974,530			
Reserve for SRF	Payments (P& I) - Operating		2,749,736		2,749,736					
Reserve for SRF	Payments (P& I) - Capital		2,133,074		2,133,074					
Cash Available f	for Operations and Capital	_	565,392	_		_				
	Total Cash	\$	9,907,151	\$	4,882,810	\$	4,458,949			
SRF LOAN PA	AYMENTS:	N	9.5 MGD, 11.0 IGD, NAVI, Phase III-A		Upper Narrows Replacement		Nanticoke Bypass	Sub- Regional Apple Valley	Sub- Regional Hesperia	Total
	Reserve for SRF Payments (P& I) - Operating	25	770,707		257,745	-	203,725	625,220	892,339 \$	2,749,736
	Reserve for SRF Payments (P& I) - Capital		1,094,924		12		67,908	399.731	570,512	2,133,074
		\$	1,865,631		257,745		271,633	1,024,951	1,462,850 \$	4,882,810
	Payment Schedule									
	Upper Narrows Replacement	t	December		257,745					
	NAV	[	February		258,151					
	Subregional - AV		February		1,024,951					
	Subregional - HES		February		1,462,850					
	11.0 MGD	)	April		579,870					
	Phase III-A		June		1,027,610					
	Nanticoke	;	June	-	271,633					
				\$	4,882,810					

#### Victor Valley Wastewater Reclamation Authority Statement of Net Position May 31, 2020

Assets and Deferred Outflows of Resources		2020
Cramment excepted		
Current assets:	s	0 973 053
Cash and cash equivalents	э	9,872,053
Interest receivable Accounts receivable		34,145
		4,393,387
Receivable from FEMA Grants		4,077,196
Accounts receivable - Other		9,387
Allowance for Doubtful Accounts		(92,272
Materials and supplies inventory		98,425
Prepaid expenses and other deposits	-	137,885
Total current assets	-	18,530,206
Fixed assets:		
Capital assets not being depreciated		3,622,635
Capital assets being depreciated		179,518,144
Total capital assets	_	183,140,779
Total assets		201,670,985
Deferred outflows of resources		761 460 00
Deferred outflows of resources - OPEB		751,459.00
Deferred outflows of resources - pension	_	1,263,368
Total	5	203,685,812
Liabilities, Deferred Inflows of Resources, and Net Position	<	
Current liabilities:		
Accounts payable and accrued expenses	\$	256,744
Accrued interest on long-term debt		261,723
Long-term liabilities - due within one year:		
Compensated absences		48,647
Lease payables		
Loans payables		1,849,149
Other payables		6,852
Total current liabilities		2,423,114
	_	
Non-current liabilities: Long-term liabilities - due in more than one year:		
Compensated absences		213,387
Other post employment benefits payable		3,159,843
Lease payables		246,388
Loans payable		78,812,551
Net pension liability		5,641,328
Other payables	_	2,249
Total non-current liabilities:	_	88,075,746
Total liabilities	_	90,498,860
Deferred inflows of resources		
Deferred inflows of resources - OPEB		
Deferred inflows of resources - pension		88,626
NT-A		110,431,590
Net position: Net investment in capital assets		1
Net position: Net investment in capital assets Restricted for capital projects		
Net investment in capital assets Restricted for capital projects		5,147.861
Net investment in capital assets Restricted for capital projects Restricted for SRF loan covenant		5,147,861 4,506,960
Net investment in capital assets Restricted for capital projects Restricted for SRF loan covenant Unrestricted		4,506,960
Net investment in capital assets Restricted for capital projects Restricted for SRF loan covenant	_	

#### Victor Valley Wastewater Reclamation Authority Revenues and Expenses Operations and Maintenance For the Month Ended May 31, 2020

		Actual May 2020	YTD Actual FY 19-20	Approved Budget FY 19-20
REVENUES				
User Charges	\$	1,196,268 \$	13,158,956 \$	14,480,700
Sludge Flow Charge		200	97,094	120,000
High Strength Waste Surcharges		-	13,464	20,000
ADM FOG Tipping Fee Revenue			172,410	250,000
Septage Receiving Facility Charges		(E)	501,236	600,000
Reclaimed Water Sales		14	14,097	25,000
Potable Well Water Sales		2.00	1,101	
Interest		109	1,229	
Pretreatment Fees		2,800	46,500	50,000
Finance Charge		271		
Grant - FEMA/Cal-EMA		÷	357,634	182
Grant - Proposition 1		14		
Grant- Other State and Federal		19 <b>4</b> 1	-	-
Grant- CEC Microgrid		( <del>4</del> 1	<u>ب</u>	14.5
Sale of Assets, Scrap, & Misc Income			115,490	1,200
Total REVENUES	\$	1,199,177 \$	14.479,210 \$	15,546,900
EXPENSES	•			
Personnel	\$	339,626 \$	4,063,713 \$	4,589,786
Maintenance		39,180	1,130,857	2,236,156
Operations		121,731	2,787,475	3,433,513
Administrative		34,567	1,513,827	1,823,605
Construction	-		12,649	-
Total EXPENSES	\$	535,103 \$	9,508,521 \$	12,083,060
Revenues over Expenses before Depreciation, Debt Service and Transfers	\$	664,074 \$	4,970,689 \$	3,463,840
Depreciation Expense	-	1,046,213	11.514.756	
FEMA CalOES Retention	\$	- \$	- \$	-
	-		· · ·	
DEBT SERVICE	•	<u>_</u>		
SRF Principal SRF Interest	\$	- \$	- \$ 445,537	2,039,479
SKF Interest	\$	- \$	445,537	721,656
	Ф —	*		2,701,155
FUND TRANSFERS IN				
Salary/Benefits Charge from Capital	\$	- \$	- \$	
Admin Charge from Capital			1125	4
Total FUND TRANSFERS IN	\$	- \$	- \$	-
FUND TRANSFERS OUT				
Transfer to Repairs and Replacements Fund	\$	- \$	¢	703 705
Inter-fund loan payment to Capital	Э	- 2	- \$	702,705
Total FUND TRANSFERS OUT	e —			700 705
I UIAI FUND I KAINSEEKS UU I	\$_	- \$	\$	702,705
Excess Revenues Over Expenses	\$ _	(382,139) \$	(6.989,604) \$	-

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#### Victor Valley Wastewater Reclamation Authority Revenues and Expenditures Repairs and Replacement For the Month Ended May 31, 2020

		Actual May 2020	YTD Actual FY 19-20	-	Approved Budget FY 19-20
REVENUES					
R&R Revenues	\$	\$		\$	
Total REVENUES	\$	- \$		\$_	
OTHER FINANCING SOURCES					
Interfund Transfer	\$	\$		\$_	1,963,621
CAPITAL EXPENSES					
Personnel	\$	- \$	-	\$	
Maintenance		6,966	532,131		1,896,326
Operations			3,592		
Administrative		Ξ.	89,024		145,000
Construction	-	<u> </u>	108,185	2	625,000
Total CAPITAL EXPENSES	\$	6,966 \$	732,932	\$_	2,666,326
EMERGENCY EXPENSES					
Drying Bed Capacity Emergency	_	5,896	199,164		
	_	5,896	199,164	-	
Revenues over Expenses before Debt Service and Transfers	\$	(6,966) \$	(732,932)	\$_	(702,705)
FUND TRANSFERS IN					
Transfer from Operations and Maintenance Fund Interfund Loan Payment from O&M	\$	- \$	-	\$	702,705
Total FUND TRANSFERS IN	\$	+	-	\$	702,705
FUND TRANSFERS OUT					
Salary/Benefits Charge to O & M	\$	- \$		s	
Admin Charge to O & M	Ψ	- U		J.	2
Total FUND TRANSFERS OUT	s—	<del>.</del>		\$	
	* <u> </u>			-	
Excess Revenues Over Expenses	\$	(12,863) \$	(932,096)	\$ =	(e)

Accrual Basis

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#### Victor Valley Wastewater Reclamation Authority Revenues and Expenditures **CAPITAL** For the Month Ended May 31, 2020

	-	Actual May 2020	YTD Actual FY 19-20	_	Approved Budget FY 19-20
REVENUES					
Connection Fees	\$	123,019 \$	1,327,154	\$	2,254,625
Title 16 Grant - Subregional			ί÷.		
Grant- Water Recycling		12	623		÷
Sale of Assets, Scrap, & Misc Income		-	0		<u>.</u>
Interest		9,018	168,092		50,000
Propostion 1 Grant		3 <b>-</b> 2	9 <u>4</u> 1		-
Propostition 84 Grant		-	0 <b>4</b> 8		9
CEC Microgrid Grant		19,068	96,654		<u>,</u>
FMV Adjustment			3 <b>#</b> 3		
Grant - FEMA/Cal-EMA		(H			14
Total REVENUES	\$	151,105 \$	1,591,899	\$_	2,304,625
CAPITAL EXPENSES					
Personnel	\$	21,858 \$	308,421	\$	384,912
Maintenance			-		
Operations		-	-		170
Administrative		-	-		50,000
Construction		-	39,188		550,000
Total CAPITAL EXPENSES	\$	21,858 \$	347,608	\$	985,082
Revenues over Expenses before Debt Service and Transfers	\$	129,246 \$	1,244,291	\$	1,319,543
DEBT SERVICE					
SRF Principal	\$	- \$		\$	1,981,331
SRF Interest	-	<u> </u>	310,677	-	405,395
	\$	- \$	310,677	\$_	2,386,726
FUND TRANSFERS IN					
Capital Recovery - Septage from O&M	\$	- \$	(inc)	\$	<u>2</u>
Interfund Loan Payment from O&M		( <b>#</b> )	н. Н		(1,963,621)
Total FUND TRANSFERS IN	\$		-	\$	(1,963,621)
FUND TRANSFERS OUT					
Salary/Benefits Charge to O & M	\$	- \$	949	\$	2
Admin Charge to O & M		12 C			
Total FUND TRANSFERS OUT	\$ _			\$ _	
Excess Revenues Over Expenses	\$	129,246 \$	933,614	\$=	(3,030,804)

Accrual Basis

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#### VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY SRF LOAN SUMMARY May 31, 2020

	Existing 11 MGD Expansion	Existing North Apple Valley Interceptor	Existing Phase IIIA Regulatory Upgrades	Existing UN Replacement Project	Existing Nanticoke Pump Station Bypass	Existing Apple Valley Sub-Regional	Existing Hesperia Sub-Regional	Total Agreed SRF Loans
SRF LOAN #	4574	4658	5376	7805	7833	4806	4807	
Original Amount Financed	\$ 11,430,726.00	\$ 4,084,688.00	\$ 18,581.561.00	\$ 4,286,380.00	\$ 4,495.212.79	\$ 26,455,228.84	\$ 37,758,384.81	\$ 107,092,181.44
SRF Interest Rate (fixed)	* 0.00%	2.50%	2.70%	1.90%	1.90%	1.00%	1.00%	Varies
Local Match Amount	1,905,159.00				-			1,905,159.00
Principal Forgiveness	n/a	n/a	3.000,000.00	n/a	n/a	л/а	n/a	3,000,000.00
SRF Amount Borrowed	9,525,567.00	4,084,688.00	15,717,667.66	4,286,380.00	4,495,212.79	26,455,228.84	37,758,384.81	102,323,129.10
Annual Payment Amount	579,869.96	258,151.05	1.027,609.73	257,745.38	271,632.70	1,024.950.85	1.462.850.30	4,882,809.97
Annual Payment Due Date	April 3	February 13	June 30	December 31	June 30	February 28	February 28	Varies
Loan Term (years)	20	20	20	20	20	30	30	Varies
Years remaining	2	4	13	14	18	28	28	Varies
DEBT SERVICE								
Loan Outstanding Balance	1,130,489.51	971.157.57	11.141.254.67	2.789.845.40	4.108.359.29	24,923,159.02	35,571,316.18	80.635.581.64
Principal Paid to Date	8.395.077.49	3,113,530.43	4,576,412.99	1,496,534.60	386,853.50	1,532,069.82	2,187,068.63	21,687,547.46
Interest Paid to Date	1,875,908.58	981,340.16	2,559,079.99	228,255.84	156,411.90	517,831.88	738,631.97	7,057,460.32
First Payment Date	April 3, 2003	Feb. 13, 2005	June 30, 2013	Dec. 31, 2016	Jun 30, 2018	February 28 2019	February 28 2019	Varies
Final Payment Date	April 3, 2022	Feb. 13, 2024	June 30, 2032	Dec. 31, 2032	Jun. 30, 2037	February 28, 2048	February 28, 2048	Varies
Effective interest rate	1.850%	2.499%	2.700%	1.900%	1.900%	1.00%	1.00%	Varies

\* An imputed interest rate is 1.707% per annum.

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# Victor Valley Wastewater Reclamation Authority



# **Operations and Maintenance Report**

### May 2020

Victor Valley Wastewater Reclamation Authority Operations and Maintenance Report May 2020

VVWRA O&M Monthly Report - May 2020

**TO:** Board of Commissioners

FROM: Operations & Maintenance Staff

SUBJECT: Operations / Maintenance Report

**DATE:** June 18, 2020

The following information details the operation of the Victor Valley Wastewater Reclamation Authority Facility for April 2020. Included in this report is pertinent information regarding flows, process control information, process sampling, permit requirements, operations activities, and facility maintenance activities.

<4.9 mg/l
98.41 %
<2.7 mg/l
99.344 %
77 NTU
2.41 %
75.63 %
>90 min
00,516 gal
1,598 gal
8,918 gal

#### **Pertinent Operational Data**

#### **CMMS Work Order Activity**

#### VVWRA KPI Report

6/8/2020 11:40 AM

5/1/2020 - 5/31/2020

KPI	Count	Percent
Planned Work Total	132	
Planned Work Completed	132	100.00%
Planned Work Completed On-Time	131	99.24%
Planned Work Incomplete	C	0 %
Planned Work Completed Late	1	0.76%
Total Work Completed	613	
Reactive Work Completed	107	17.46%
PM Work Completed	470	76.67%

#### VVWRA O&M Monthly Report - May 2020

#### O & M Activities

#### • Permit Continuous Monitoring Requirements

- All permit required, continuous monitoring equipment was on-line and working properly during the month.
- All PH and conductivity probes cleaned and calibrated.
- All TSS and Turbidity probes were cleaned and calibrated.
- UVT probe cleaned and calibrated.
- Monthly intensity probe verification completed.
- Permit Violations
  - o No permit violations.
- Sampling
  - All permit required samples for the month were collected and processed.
  - Monthly gas samples collected.
- Safety
  - o Monthly vehicle safety inspections completed.
  - Monthly gas tech monitor inspections completed.
  - o Monthly eyewash safety showers inspected.
  - o Monthly SCBA inspections.
  - Hazardous storage area inspection.
  - Spill kit inspections.
- Monthly Backup Generator Tests
  - o Routine testing of the backup generators was completed and showed no issues.
- Essential Equipment Maintenance
  - o Aqua Guard pre-treatment screen inspected and serviced.
  - Headwork's conveyor belt lubed and inspected.
  - o Grit classifier monthly lubed.
  - Monthly Daft lube PM.
  - Primary clarifier shear pins replaced as needed.
  - Primary sludge pump repack PMs completed.
  - Piller blowers 1 & 6 weekly inspections complete.
  - o Service Air compressors inspection and service completed.
  - Waukesha engines inspections completed.
  - o Monthly tertiary filters gear box and platform drive wheel service complete.
  - Filter #1 & #2 monthly platform gear box PMs completed.
  - o Monthly filter festoon inspection completed.
  - Filter #1 & #2 monthly backwash wasting pumps oil checks complete.
  - o DAFT #1 and #2 Air Compressors PM services complete.
  - DAFT monthly lube completed.
  - Monthly UREA refill completed on CHPs #1 & #2.
  - CHP1&2 differential pressure readings taken within normal range, Gas DP pressure collected within normal range.

VVWRA O&M Monthly Report – May 2020

#### **Operations / Areas of Concern**

- Sludge Thickening Operation
  - o Drying bed capacity.
  - Drying beds reachable with GBT thickened sludge.
  - Treating of filtrate from GBT.
  - o Running GBT 7 days a week.

#### • Primary Treatment

- o Balancing primary sludge flows to the digesters.
- Continuing to treat GBT filtrate
- o Fine tuning Advanced Primary Treatment with increased WAS from Subregionals

#### • Subregional Facilities

- Building stability in the process at both SubRegional facilities.
- Final Effluent
  - o Maintaining clean UV channels with shorter staff.

#### **Major Maintenance Activities**

- Primary Treatment
  - o Primary sludge pump annual repacks.
  - o Grit pump repacks completed.
  - Primary clarifier shear pin replaced.
- Treatment Disposal
  - o Digester transfer pump annual repacks.
  - o Digester 4&5 Heat exchangers cleaning.

#### • Secondary Treatment

- Air header thrust block installation.
- AHU repair completed
- Power generation
  - o Dry cooler fan replacement.

### Victor Valley Wastewater Reclamation Authority



### **Environmental Compliance Department Report**

May 2020

VVWRA Environmental Compliance Department Industrial Pretreatment Program

#### I. Interceptors Operation and Maintenance:

1. Interceptors cleaning & CCTV: Schedule 3 & 4 CCTV and Cleaning is ongoing

#### 2. Interceptors Inspections:

The following interceptors were visually inspected for signs of damage, vandalism and evidence of sanitary sewer overflows:

- ✓ South Apple Valley & North Apple Valley.
- ✓ Schedule 1, 2, 3 & 4
- ✓ UNE Bypass HDPE pipe
- ✓ Hesperia, I Ave and Santa Fe.
- ✓ CSA 64
- ✓ Adelanto
- ✓ SCLA1
- 3. Damage and repair summary:
  - ✓ No Damage found during inspections and no repair was needed or performed.
- 4. Sanitary sewer overflows (SSO) summary:
  - ✓ Date of last reportable SSO: May 12, 2020
- 5. Interceptors maintenance budget remaining:
  - ✓ The fiscal year 2019-2020 Interceptor sewer maintenance amount remaining for sewer cleaning and inspection services is \$57,589.31
- 6. Dig Alert Underground tickets processed:
  - ✓ A total of One hundred and Fourteen(114) USA Tickets were received and processed in May 2020.
- 7. Flow monitoring Studies:
  - ✓ A flow monitoring study by ADS Environmental is continuing.

#### II. Industrial pretreatment Activities:

- 1. New Business Questionnaires and permits applications evaluated:
  - ✓ Two (2) New Business Questionnaires were processed in the month of May 2020.
  - $\checkmark$  One (1) New Business Inspection was conducted in the month of May 2020.
- 2. New permits issued:
  - $\checkmark$  One (1) New permit was issued in the month of May 2020.
- 3. Permit renewals issued:
  - $\checkmark$  Six (6) Class III permit renewals were issued in the month of May 2020.

#### 4. Work Orders:

✓ 31 Work Orders were completed in May 2020

#### 5. Monthly revenues collected, and invoices issued:

- ✓ Revenues: \$2,900.00
- ✓ Invoiced: \$2,800.00

#### III. Industrial Pretreatment Activities (continued)

- 1. Current enforcement actions:
- $\checkmark$  No Notice of Violations were issued in May 2020.
- 2. Current active industrial pretreatment permits:
- ✓ The current number of VVWRA's industrial wastewater discharge permits is 429, they are comprised as follows:

1	Class I	Categorical Industrial User
11	Class II	Non-Categorical Significant Industrial User
405	Class III	Non-Significant Industrial User
1	Class IV	Zero Discharge Industrial User
15	Class V	Sanitary Waste Haulers

✓ The permitted establishments include:

16	Automotive Service Facility
11	Bakery
1	Brewery/Winery
20	Car Wash/Truck Wash/Bus Wash
3	Coffee Shop
9	Dry Cleaner
300	FSE
22	Grocery Store
3	Hospital
3	Misc. Food
3	Misc. Industrial
4	Other
1	Photographic
1	Print Shop
1	Prison
3	School/Church
4	Water Retail Store
15	Waste Haulers

✓ Permitted businesses are distributed among member entities as follows: 164 in Victorville, 123 in Apple Valley, 117 in Hesperia and 1 in Oro Grande.

### Victor Valley Wastewater Reclamation Authority



21-1

#### 1. Septage/FOG/ADM receiving invoices and payments monthly report:

Payments and Invoices period: May 1<sup>st</sup> thru May 31<sup>st</sup> – Septage rate per Gallon: \$ 0.0936 FOG/ADM rate per Gallon: \$ 0.04

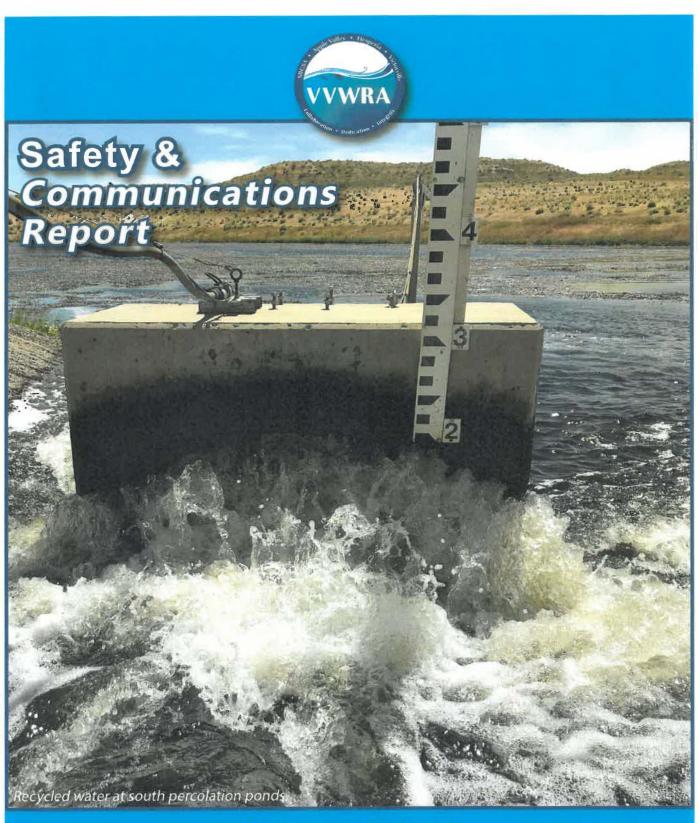
#### **Receiving invoices**

ID No	Septage Hauler	Invoice Date	Total Gallons	Invoice Amount
ABS000	Absolute Pumping	5/28/2020	45,810	\$4,287.82
ALP000	Alpha Omega Septic Service	5/28/2020	128,535	\$12,030.88
BUR000	Burns Septic	5/28/2020	108,000	\$10,108.80
HIT000	Hitt Plumbing	5/28/2020	10,305	\$964.55
HON001	Honest Johns Septic Service, Inc	5/28/2020	120,038	\$11,235.56
POO000	Pooman Pumping	5/28/2020	36,000	\$3,369.60
RIG001	Right Angle Solutions	5/28/2020	0	\$0
ROT001	T.R. Stewart Corp. dba Roto Rooter	5/28/2020	136,988	\$12,822.08
USA000	USA Septic	5/28/2020	61,500	\$5,756.40
ALP000	Alpha Omega Septic Service (Nutro)	5/28/2020	96,650	\$3,866.00
COW000	Co-West Commodities	5/28/2020	0	\$0
HIT000	Hitt Plumbing	5/28/2020	9,370	\$374.80
LIQ000	Liquid Environmental Solutions of CA	5/28/2020	0	\$0
SMC000	SMC Grease Specialist, Inc.	5/28/2020	0	\$0
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	5/28/2020	0	\$0
Grand To	tals		633,158	\$64,816.49

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### Septage/FOG/ADM receiving payments:

ID No	Business Name	Payments Received
ABS000	Absolute Pumping	\$2,286.86
ALP000	Alpha Omega Septic Service	\$9,668.87
BUR000	Burns Septic	\$5,990.40
HIT000	Hitt Plumbing	\$321.52
HON001	Honest Johns Septic Service, Inc	\$11,203.92
RIG001	Right Angel Solutions	\$249.72
ROT001	T.R. Stewart Corp. dba Roto Rooter	\$18,826.03
USA000	USA Septic	\$0
ALP000	Alpha Omega Septic Service (Nutro)	\$4,329.92
COW000	Co-West Commodities	\$0
LIQ000	Liquid Environmental Solutions of CA	\$0
SMC000	SMC Grease Specialist, Inc.	\$12,540.00
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	\$0
HIT000	Hitt Plumbing	\$0
Grand Total		\$65,417.24



# May 2020



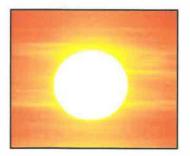


# STAFF SAFETY TAILGATE TRAINING CONDUCTED

- May 7-stretching before work
- May 12--how to use a fire extinguisher
- May 18--workplace hygiene
- May 26--working safely in the heat







22-2



# Safety Events/ Training

- Safety tailgates
- Daily, weekly and monthly plant inspections
- Staff has been assigned online safety courses including hazwoper, fall protection and LOTO
- Various webinars on handling coronavirus in the workplace

# Unsafe Conditions Reported/Resolved

Date of last recordable accident/injury: November 18, 2019

Days since last recordable accident/injury: 195 Days



# NEXT MONTH'S SCHEDULE OF STAFF TRAINING/SAFETY EVENTS :

- Safety Tailgates will be conducted weekly online
- Safety Committee meeting
- Inperson training has been suspended. Staff has switched to online training for forseeable future.

# Outreach

22-4

• The Spring edition of the Purple Pipe was officially released on May 5. It features articles on the new management philosophy, employee accomplishments and various projects



- Numerous Facebook posts on topics including don't flush wipes, don't flush hair from quarantine hair cuts, and internship availability.
- Plant tours have been suspended until further notice due to coronavirus crisis.

