

# AGENDA

## NOTICE OF REGULAR MEETING

**TIME:** 6 p.m.

**DATE:** Tuesday, July 2, 2019

**PLACE:** Shannon Community Center, Ambrose Hall  
11600 Shannon Avenue, Dublin, CA 94568

**Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.**

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Duarte, Halket, Johnson, Misheloff, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)  
At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. Speaker cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment.
6. REPORTS
  - 6.A. Reports by Staff
    - Event Calendar
    - Correspondence to and from the Board
  - 6.B. Joint Powers Authority and Committee Reports
  - 6.C. Agenda Management (consider order of items)
7. CONSENT CALENDAR  
Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.
  - 7.A. Approve Regular Meeting Minutes of June 18, 2019  
**Recommended Action:** Approve by Motion
  - 7.B. Affirm No Changes to the Annexation and Utility Extension Policy (P600-15-2)  
**Recommended Action:** Approve by Motion

8. BOARD BUSINESS

- 8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists  
**Recommended Action:** Approve by Motion
- 8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists  
**Recommended Action:** Approve by Motion
- 8.C. Public Hearing: Approve Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2020 through 2029 and Adopt Two-Year CIP Budget for Fiscal Years 2020 and 2021  
**Recommended Action:** Hold Public Hearing and Adopt by Resolution
- 8.D. Public Hearing: Adopt Operating Budget for Fiscal Years Ending 2020 and 2021  
**Recommended Action:** Hold Public Hearing and Adopt by Resolution

9. BOARD MEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors
- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

10. CLOSED SESSION

- 10.A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6  
Agency Negotiators: Dan McIntyre, General Manager  
Carol Atwood, Administrative Services Manager  
Michelle Gallardo, Human Resources and Risk Supervisor  
Employee Organizations: 1. Stationary Engineers, Local 39  
2. Mid-Management Employees Bargaining Unit  
3. Professional Employees Bargaining Unit  
4. Confidential Employees Bargaining Unit  
Additional Attendee: Carl P. A. Nelson, General Counsel
- 10.B. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): One Potential Case
- 10.C. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager

11. REPORT FROM CLOSED SESSION

12. ADJOURNMENT

*All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection at the front desk of the DSRSD Field Operations Facility at 7035 Commerce Circle, Pleasanton, during business hours, or by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.*

**DUBLIN SAN RAMON SERVICES DISTRICT  
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

**June 18, 2019**

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:03 p.m. by President Misheloff.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Madelyne A. (Maddi) Misheloff, Vice President Edward R. Duarte, Director Ann Marie Johnson, Director Richard M. Halket, and Director Georgan M. Vonheeder-Leopold.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Steven Delight, Acting Principal Engineer – Supervisory; Jeff Carson, Operations Manager; Robert B. Maddow, Assistant General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:04 p.m. No public comment was received.

6. REPORTS

6.A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre had nothing to report.
- Correspondence to and from the Board on an Item not on the Agenda

| Date   | Format | From                            | To                                 | Subject   | Response |
|--------|--------|---------------------------------|------------------------------------|---|----------|
| 6/4/19 | Letter | Mike Meredith                   | Director Georgan Vonheeder-Leopold | Full Service General Contractor for Commercial Projects – Available for Acquisition | N/A      |
| 6/4/19 | Email  | East Bay Regional Park District | Board                              | Community Survey  | N/A      |

6.B. Joint Powers Authority and Committee Reports – None

6.C. Agenda Management (consider order of items) – No changes were made.

7. CONSENT CALENDAR

Director Halket MOVED for approval of the items on the Consent Calendar. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Vonheeder-Leopold subsequently stated that she is abstaining from approval of item 7.A. as she was absent from the June 4 Board meeting.

7.A. Regular Meeting Minutes of June 4, 2019 – Approved

7.B. Accept the Following Regular and Recurring Reports: Warrant List and Unexpected Asset Replacement – Approved

8. BOARD BUSINESS

8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

Acting Principal Engineer Delight reviewed the item for the Board. He reported that mechanical, electrical, and plumbing drawings have been received from the District's subcontractors and that the architect is compiling them for submittal to the City of Dublin this week.

Vice President Duarte MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of District Office and Find that the Need for the District Office Flooding Emergency Still Exists. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Johnson inquired about the necessity to approve this emergency item at every meeting, and asked if there was an alternative procedure. General Manager McIntyre and Assistant General Counsel Maddow explained that in order for the District to continue operating under expedited emergency procurement procedures, and avoid repair and renovation delays, it is legally required that the Board reaffirm and declare a continuing emergency at each regularly held Board meeting. The Board may discontinue the emergency declaration if proceeding with the project at a slower pace is acceptable.

8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffery G. Hansen Water Recycling Plant and Find that the Need for Electrical Power Supply Failure Emergency Still Exists

Operations Manager Carson reviewed the item for the Board. He reported the repairs on the west side of the facility have been completed, and the facility was brought back online yesterday. Staff is now preparing for making similar repairs on the east side of the facility. He confirmed the project costs will come under the \$1,000,000 emergency repair budget approved by DERWA.

Director Vonheeder-Leopold MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling

Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

8.C. Public Hearing: Consider Establishing Water Rates under Chapter 4.40 of the District Code and Rescinding Resolution No. 2-17

President Misheloff announced the item and declared the Public Hearing open.

Financial Services Supervisor Herman Chen reviewed the item and provided the Board a short presentation and handout that highlighted the item's key information.

The Board and staff discussed and clarified certain aspects of the proposed budget regarding projected customer bill impacts, the exclusion of Zone 7 Water Agency's (DSRSD's water wholesaler) 2020 and 2021 rate adjustments so as to reflect only DSRSD rate impacts, and the recommended discontinuation of a tiered water rate structure. Staff further explained the misconception that tiered rates provide an incentive for conservation, and that they have not resulted in a significant change in customer behavior. The Tri-Valley agencies have reported virtually no difference in conservation realized, even though some agencies had tiered rates and others did not. Staff also clarified that the District's use of a tiered rate structure is no longer an option due to a 2015 ruling in the City of San Juan Capistrano water rate lawsuit that decided agencies cannot charge customers different rates when they receive the same service which carry the same cost. DSRSD has a single supply source, thus the cost to customers for service is the same and it must apply this principle of proportionality to its customers.

Director Halket stated for the record that a late arriving protest was received during this meeting, prior to the close of the public hearing, and needs to be counted in the total apparent protests received. Assistant General Counsel Maddow confirmed the count of apparent protests received should now be updated from five (5) to six (6).

President Misheloff inquired if there were any comments from the public. There was no public comment received.

Director Vonheeder-Leopold MOVED to close the Public Hearing. Director Johnson SECONDED the MOTION, which CARRIED with FIVE AYES. President Misheloff declared the Public Hearing closed.

District Secretary Genzale stated that in accordance with the Board policy "Proposition 218 Receipt, Tabulation and Validation of Written Protests," a total of six (6) apparent written protests have been received through the end of the public hearing held this evening. She also reported that the District has 27,391 parcels, and that in order to have a successful majority protest, 13,696 validated protests must have been received. The Board deemed the protest unsuccessful and proceeded with its deliberations.

Director Vonheeder-Leopold MOVED to adopt Resolution No. 21-19, Establishing Water Rates Under Chapter 4.40 of the District Code and Rescinding Resolution No. 2-17. Director Johnson SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.D. Approve the Levy of the Dougherty Valley Incremental State Water Project Charge in the Dougherty Valley Standby Charge District 2001-1 for Non-governmental Parcels on the Contra Costa County Property Tax Roll and for Government Potable Water Customers on Utility Bills

Financial Analyst Mayette Bailey reviewed the item and provided the Board a short presentation and handout that highlighted the item's key information.

The Board and staff discussed that the standby charge amount is determined by the State Water Project, which passes the cost along to Zone 7, which passes it along to DSRSD, thus it is a non-negotiable cost. They discussed the inequity of this cost as Dougherty Valley customers pay a flat assessment, whereas Zone 7 charges Dublin customers based on assessed property values. Staff advised the incremental charge line item on the water bill and tax roll will use the same nomenclature.

Director Vonheeder-Leopold MOVED to adopt Resolution No. 22-19, Approving to Levy the Dougherty Valley Incremental State Water Project Charge in the Dougherty Valley Standby Charge District (DVSCD) 2001-1 for Non-Governmental Parcels on the Contra Costa County Property Tax Roll and for Government Potable Water Customers on Utility Bills. Director Halket SECONDED the MOTION, which CARRIED with FIVE AYES.

9. BOARDMEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported that she attended the Executive Committee meeting of the Alameda County California Special Districts Association (ACSDA) chapter on Wednesday, June 12 at the Castro Valley Sanitary District, and the California Association of Sanitation Agencies Board of Directors teleconference meeting on Thursday, June 13. She summarized the activities and discussions at the meetings.

Director Duarte requested the Boardmembers attend the joint California Special Districts Association (CSDA) chapter meeting being hosted by the Alameda County and Contra Costa County chapters on Monday, July 15 at 9:30 a.m. at the Amador Rancho Community Center, Bella Vista Room, in San Ramon.

Director Halket reported that he will be travelling the week of July 15 and will not be able to attend the joint CSDA meeting, nor the July 16 Board meeting.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10. CLOSED SESSION

At 6:51 p.m. the Board went into Closed Session.

- 10.A. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2):  
One Potential Case

10.B. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager

11. REPORT FROM CLOSED SESSION

At 8:11 p.m. the Board came out of Closed Session. President Misheloff announced that there was no reportable action.

12. ADJOURNMENT

President Misheloff adjourned the meeting at 8:11 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary



**TITLE:** Affirm No Changes to the Annexation and Utility Extension Policy (P600-15-2)

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, affirmation of no changes to the Annexation and Utility Extension policy (P600-15-2).

**SUMMARY:**

The Board of Directors currently has 61 adopted District policies in the areas of Board Business, General, Operations, Finance, Purchasing, Service, and Personnel. By long-standing practice, the Board reviews each policy once every four years to determine its applicability and continuing usefulness. This ensures that all policies are reviewed at least one time during each Boardmember’s term of office. Additionally, it serves as an opportunity for each Boardmember in the first term of office to become acquainted with all the Board policies.

Staff recently reviewed the Annexation and Utility Extension policy (P600-15-2), and determined that no changes were needed or applicable at this time. The policy defines conditions under which annexation and utility extension will be considered and the steps to develop an annexation application. A copy of the policy is attached for the convenience of the Board.

If affirmed, the policy will be scheduled for subsequent review in 2023.

|  |   |                                   |
|--|---|-----------------------------------|
| <b>Originating Department:</b> Engineering Services  | <b>Contact:</b> J. Zavadil                                    | <b>Legal Review:</b> Not Required |
| <b>Cost:</b> \$0   | <b>Funding Source:</b> N/A                                    |                                   |
| <b>Attachments:</b> <input type="checkbox"/> None <input type="checkbox"/> Staff Report<br><input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order<br><input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right) | <b>Attachment 1 – Annexation and Utility Extension policy</b> |                                   |
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# Policy

|   |   |
|---|---|
| <b>Policy No.</b> <del>P600-15-2</del>  | <b>Type of Policy:</b> Service                |
| <b>Policy Title:</b> Annexation and Utility Extension   |   |
| <b>Policy Description:</b> Defines conditions under which annexation and utility extension will be considered and the steps to develop an annexation application. |   |
| <b>Approval Date:</b> 5/4/2010  | <b>Last Review Date:</b> <del>2015</del> 2019 |
| <b>Approval Resolution No.:</b> 17-10   | <b>Next Review Date:</b> <del>2019</del> 2023 |
| <b>Rescinded Resolution No.:</b> 54-05  | <b>Rescinded Resolution Date:</b> 11/15/2005  |

It is the policy of the Board of Directors of Dublin San Ramon Services District:

To consider annexations that are economically sound, do not place a burden on constituents currently served by the District, are consistent with contractual obligations of the District and are requested either by public agencies having land use planning jurisdiction over the territory or by the owners of the territory. Annexation decisions by the District are subject to the following:

1. Areas Within Sphere of Influence: In the absence of contractual provisions that preclude the District from annexing an area, the District will advocate its ability to serve those areas within its sphere of influence.
2. Areas Outside Sphere of Influence: In the absence of contractual provisions that preclude the District from annexing an area, the District will consider, on a case-by-case basis, annexing territories outside of its sphere of influence at the time such a decision is being made, weighing the relative merits of providing services, either via annexation or under contract.
3. Cost Recovery: The District will enter into standard planning period agreements with the owners of the property to be annexed (or their representatives, provided that the owners of the property has so consented in writing) to recover costs (fully burdened staff time and/or direct costs such as consultants) for the advanced planning work.
4. Direct Utility Planning: The District will cooperate with the property owners and/or the land use planning agencies having jurisdiction and, after entering into standard planning period agreements with the owners of the property to be annexed (or their representatives, provided that the owners of the property has so consented in writing), will undertake the necessary advanced planning to determine the requirements and costs to provide utility services to the areas being considered for service.

|                             |   |
|-----------------------------|---|
| <b>Policy No.</b> P600-15-2 | <b>Policy Title:</b> Annexation and Utility Extension |
|-----------------------------|---|

5. Commitments to Provide Service: The District will not commit to provide service to a development project at any time prior to the time of annexation into the District, and then will commit to provide service only under the terms and conditions specified in the annexation ordinance. Furthermore, the District will make no commitment to provide service until all State laws regarding coordinated land use and utility planning satisfied.

6. No Obligation to Continue Planning: The District retains the right in its sole discretion to suspend or terminate planning period activities for any development if a written engineering analysis and report demonstrates that the District does not have a sufficient supply, treatment, collection, or distribution capacity to serve the needs of the proposed development, or if the District otherwise determines it is not in the fiscal, institutional or environmental best interest of the District to continue such activities.

7. Compliance with LAFCO Decisions: Notwithstanding the above, the District will provide services as ordered by LAFCO.

|  |                       |
|--|-----------------------|
| Policy is current and no changes need to be adopted<br>by the Board of Directors.<br><u>Status Quo Chronology:</u> |                       |
| <b>Date Adopted:</b>   |                       |
| <b>May 4, 2010</b>   |                       |
| Reviewed by<br>Committee or Board:   | Date:                 |
| <b>Board</b>   | <b>March 17, 2015</b> |



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board last confirmed on June 18, 2019.

**SUMMARY:**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. The General Manager, as the District’s Emergency Manager per the District’s Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations.

The District Office is closed for restoration and repair. Staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Expedited action, including the emergency procurement of equipment, furnishings, services, supplies, and repairs, is necessary to bring about re-occupancy of the District Office by staff at the earliest opportunity, in order to restore normal operations and core services. Delay in restoration and repair will have an unacceptable adverse impact on the services provided by the District.

Further detail on the emergency and the current state of restoration is reflected in the attached staff report.

|  |                                 |                            |
|--|---------------------------------|----------------------------|
| Originating Department: Engineering Services   | Contact: J. Ching               | Legal Review: Not Required |
| Cost: \$0  | Funding Source: Insurance Claim |                            |
| <b>Attachments:</b> <input type="checkbox"/> None <input checked="" type="checkbox"/> Staff Report<br><input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order<br><input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right) |                                 |                            |
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# STAFF REPORT



District Board of Directors  
July 2, 2019

## **Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists**

### **BACKGROUND**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. The General Manager, as the District's Emergency Manager per the District's Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations. As the Emergency Manager, the General Manager is charged with managing all emergency operations and making decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.

Per the District's Purchasing policy, in case of an emergency and in accordance with Public Contract Code Section 22050, the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes. On November 20, 2018, the Board of Directors adopted Resolution No. 53-18 approving emergency action procurement by the General Manager for restoration of the District Office. Per the Public Contract Code, at every regularly scheduled meeting after the initial emergency action, the Board is to review and determine by a four-fifths vote, that there is a need to continue the emergency action.

### **DISCUSSION**

#### RESTORATION AND RENOVATION UPDATE

Because the District Office is over 27 years old and much of the building systems and furnishing are original, staff recommended completing a building renovation along with the flood restoration work. On February 14, 2019, the Board approved an amendment to the Capital Improvement Program (CIP) to add the District Office Renovation Project (CIP 19-A005). The restoration of the building will be paid for through an insurance claim, and the renovation work will be paid for through the CIP project.

The restoration of the subgrade and the floor slab in the southeast area of the building that was damaged by the flooding was completed by Overaa Construction on April 11, 2019.

Three task orders for the District Office Renovation Project have been issued to date. A task order for ID Architecture, in an amount not to exceed \$124,600 for design services, was executed on March 19, 2019. A second task order for Swinerton Builders, DBA Swinerton Management & Consulting was executed on the same date in an amount not to exceed \$366,178 for construction management including constructability review, design cost estimates, hazardous materials clearance, and project inspection. The city will require full-time project inspection because the building is considered an essential facility. Finally, a third task order for Sausal Corporation, in an amount not to exceed \$126,506 for pre-construction design services, was executed on April 11, 2019.

Through the emergency action procurement, the District is able to complete the work using an expedited design build process. The design drawings were submitted to the City of Dublin on June 26, 2019. Upon issuance of the building permit from the City of Dublin, and the execution of a construction contract with the Sausal Corporation, construction will commence.

Staff is working closely with the insurance adjuster to segregate the costs between restoration and renovation work. The insurance adjuster has evaluated the preliminary design drawings and provided general direction on the scope of work that is expected to be covered by the insurer. The actual reimbursable amount, however, will need additional time to assess, and will be dependent on the final design plans approved by the City and the contractor's final cost estimate. Once the costs reimbursed by insurance are known, adjustments to the scope of work may be required to assure the cost is within the insurance allowance and District budget.

### NEED FOR CONTINUING EMERGENCY

The District Office is closed until further notice. Displaced District Office staff have been assigned to the Regional Wastewater Treatment Facility, the Field Operations Facility, the utility building behind the District Office, and Dublin City Hall. District administrative operations and customer service have been hampered in the following ways:

- The Board's customary meeting place for Board meetings is unavailable for use, inconveniencing the public who might wish to attend Board meetings;
- Customer service functions related to "in-person" bill payment have been suspended, because the Field Operations Facility where the Customer Services & Billing Division has been temporarily relocated to cannot accommodate in-person payment of water and sewer bills. Thus, one form of payment (in-person) is not available to the District's customers;
- There is minimal meeting space for staff for internal meetings, to meet with developer representatives and contractors, and to confer with other agency personnel;
- Natural work efficiencies are degraded with the Engineering Department, the Administrative Services Department, the Executive Services Division, and the Communications Division working in ad hoc work spaces at the Field Operations Facility.
- Many supervisory staff have lost use of their individual offices for confidential meetings pertaining to performance management, coaching, and recruiting;
- Through relocation of some District staff to the Field Operations Facility Training Room, space for large group training activities has been lost. Moreover, meeting space for regional meetings has been lost (neither the Boardroom nor the Field Operations Facility Training Room are available).

Based on the above consequences of the District Office being closed for restoration and repair, staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Expedited action, including the emergency procurement of equipment, furnishings, services, supplies, and repairs, is necessary to bring about re-occupancy of the District Office by staff at the earliest opportunity, in order to restore normal operations and core services. Delay in restoration and repair will have an unacceptable adverse impact on the services provided by the District.

### **RECOMMENDATION**

Staff recommends the Board of Directors approve, by Motion, a continuation of the State of Emergency as declared by Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board confirmed at the previous regularly scheduled meeting on June 18, 2019. A four-fifths vote by the Board of Directors is required to continue the State of Emergency.



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, (1) a continuation of the Emergency Action as declared in Board Resolution No. 16-19 and find that there exists a need for continuing the electrical power supply failure emergency at the Jeffrey G. Hansen Water Recycling Plant which the Board last confirmed on June 18, 2019, and (2) authorize the General Manager to approve \$213,496 for repair of the existing bus duct on the east side of the facility.

**SUMMARY:**

On Sunday, April 7, 2019, a catastrophic power supply failure occurred at the Jeffrey G. Hansen Water Recycling Plant due to a ground fault in the external electrical bus ducting connecting the main transformer to switchgear in Building M (also known as west cable bus duct). This loss of power primarily affected the Effluent Pumps (EPS2), the Tertiary Influent Pumps (TIPS), the recycled water ballasted flocculation and sand filters, and supervisory control and data acquisition (SCADA) equipment in Building M, reducing production output from the water recycling plant by approximately 80 percent.

At a special Board meeting on April 16, 2019, the DERWA Board of Directors authorized emergency actions and expenditures necessary to make all repairs, up to \$1,000,000.

The Jeffrey G. Hansen Water Recycling Plant continues to produce uninterrupted recycled water to meet the system demands by the use of a rental portable emergency generator from Peterson Power Systems Inc.

On June 17, the west cable bus duct successfully transferred back to utility power and the rental generator is now turned off and disconnected. A few remaining work items that staff need to complete include repair of the metal siding on Building M and placing safety signage where necessary.

The east-side power connections were originally constructed the same way as the west-side, and therefore, have the same issues with water intrusion and possible damage to the splice points. Staff is recommending that similar repairs be made to the east-side equipment. The contract amount for labor and materials to repair the east-side is \$213,496. This work will be contracted out with the same general contractor and equipment manufacturers as the west-side repairs. Actual repair will need to be put on hold until the recycled water demand ramps down around the November timeframe. However, the equipment manufacturer will need to start on the design and production of the equipment now as the lead time is approximately two to three months.

To date, District staff has logged 512.5 hours of labor for this emergency. Purchase orders in the amount of \$312,102 have been issued to date, of which \$212,060 have been spent and a total of \$2,356 have been paid out of existing blanket purchase orders. Attachment 1 provides the cost summary in detail.

A four-fifths vote is necessary to extend the emergency.

|  |   |                                   |
|--|---|-----------------------------------|
| <b>Originating Department: Operations</b>  | <b>Contact: J. Carson</b>                           | <b>Legal Review: Not Required</b> |
| <b>Cost: \$314,458.07 to date, not including labor</b>   | <b>Funding Source: Water Replacement (Fund 600)</b> |                                   |
| <b>Attachments:</b> <input type="checkbox"/> None <input type="checkbox"/> Staff Report<br><input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order<br><input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right) | <b>Attachment 1 – Summary of Expenses to Date</b>   |                                   |
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DERWA EMERGENCY - SUMMARY OF EXPENSES TO DATE

ATTACHMENT 1 TO S&R

| VENDOR                     | DESCRIPTION  | PO AMOUNT           | PAID TO DATE        |
|----------------------------|--|---------------------|---------------------|
| TJC AND ASSOCIATES, INC.   | DERWA Recycled Water Treatment Facility Repair: Task Order No. 1 to Agreement dated 5/16/19 for Structural and Electrical Engineering Support for Emergency Bus Duct Replacement | \$17,260.00         | \$3,067.29          |
| HART HIGH-VOLTAGE          | TESTING OF XFMR-6, REPLACEMENT OF THE MED VOLTAGE FUSES IN MVS-6A & B & OIL SAMPLE TESTING; TAX & FREIGHT NOT INCLUDED   | \$4,854.60          | \$4,854.60          |
| D. W. NICHOLSON            | DERWA EMERGENCY REPAIR: 06T001, 3200A CABLE-BUS SYSTEM INSTALLATION  | \$100,217.00        | \$54,803.12         |
| PETERSON POWER SYSTEMS INC | RENTAL GENERATOR FOR THE DERWA EMERGENCY   | \$189,770.40        | \$149,334.65        |
| <b>TOTALS</b>              |  | <b>\$312,102.00</b> | <b>\$212,059.66</b> |

| VENDOR                         | DESCRIPTION                         | INVOICE AMOUNT    | PAID TO DATE      |
|--------------------------------|-------------------------------------|-------------------|-------------------|
| PLATT ELECTRIC SUPPLY          | DERWA EMERGENCY PARTS AND MATERIALS | \$1,492.02        | \$1,492.02        |
| AMERICAN METALS                | DERWA EMERGENCY PARTS AND MATERIALS | \$199.02          | \$199.02          |
| MAAS BROTHERS POWDER COAT INC. | BLDG M EMERGENCY SWITCHGEAR PROJECT | \$250.00          | \$250.00          |
| RICHERT LUMBER                 | CRIBBING FOR EMERGENCY GENERATOR    | \$415.03          | \$415.03          |
| <b>TOTALS</b>                  |                                     | <b>\$2,356.07</b> | <b>\$2,356.07</b> |

**\$314,458.07**      **\$214,415.73**  
**Total Cost to Date**      **Actual Spent**  
**Not including labor**

**Staff labor hours logged in to date:      512.5 hours      \$91,288.91**

**LABOR HOURS**

| Employee             | Position  | Rate     | Hours | Total       |
|----------------------|---|----------|-------|-------------|
| ATENDIDO, MAURICE    | SENIOR ELECTRICAL ENGINEER-SUPERVISORY            | \$244.86 | 19    | \$4,652.34  |
| BAKER, RUSSELL       | SENIOR MECHANIC-CRANE CERTIFIED                   | \$179.16 | 1     | \$179.16    |
| CARSON, JEFFREY      | OPERATIONS MANAGER                                | \$186.02 | 65    | \$12,091.30 |
| CASTRO, AARON        | PROCESS LEAD OPERATOR IV                          | \$168.38 | 4     | \$673.52    |
| FREITAS, RONALD      | FLEET MECHANIC                                    | \$153.97 | 5     | \$769.85    |
| FULLER, LEVI         | WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR  | \$267.24 | 25.5  | \$6,814.62  |
| HENDRYX, JEREMY      | WATER/WASTEWATER SYSTEMS OPERATOR IV              | \$156.05 | 4     | \$624.20    |
| JOHNSON, BRIAN       | ELECTRICIAN II                                    | \$161.39 | 164   | \$26,467.96 |
| LANKFORD, JUSTIN     | MECHANIC I  | \$144.47 | 2     | \$288.94    |
| LEONARDO, DANIEL     | WATER/WASTEWATER SYSTEMS LEAD OPERATOR            | \$208.12 | 4     | \$832.48    |
| LOHMAN, WILLIAM      | ELECTRICIAN II                                    | \$161.39 | 2     | \$322.78    |
| LOPEZ, DANIEL        | ASSOCIATE CIVIL ENGINEER - SUBJECT MATTER EXPERT  | \$145.58 | 12    | \$1,746.96  |
| LOPEZ, ISIDRO        | MECHANIC II                                       | \$158.89 | 2     | \$317.78    |
|                      | WATER/WASTEWATER SYSTEMS OPERATIONS & MAINTENANCE |          |       |             |
| MARTIN, DANIEL       | SUPERVISOR  | \$260.08 | 3     | \$780.24    |
| PARIERA, ERVIN       | SENIOR ELECTRICIAN (OT RATE)                      | \$208.78 | 6     | \$1,252.68  |
| PARIERA, ERVIN       | SENIOR ELECTRICIAN                                | \$177.53 | 137   | \$24,321.61 |
| PETTINICHIO, DAN     | WATER/WASTEWATER SYSTEMS OPERATOR IV              | \$156.05 | 4     | \$624.20    |
| PEZZONI, CHRISTOPHER | MECHANIC I  | \$144.47 | 1.5   | \$216.71    |
| RAMOS, JOSE          | ELECTRICIAN II                                    | \$161.39 | 2     | \$322.78    |
| STODDARD, TODD       | ELECTRICIAN II                                    | \$161.39 | 49.5  | \$7,988.81  |
| Grand Total          |   |          | 512.5 | \$91,288.91 |



**TITLE:** Public Hearing: Approve Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2020 through 2029 and Adopt Two-Year CIP Budget for Fiscal Years 2020 and 2021

**RECOMMENDATION:**

Staff recommends the Board of Directors hold a public hearing related to the Capital Improvement Program (CIP) Two-Year Budget for Fiscal Years 2020 and 2021, and, by Resolution, approve the CIP Ten-Year Plan for Fiscal Years 2020 through 2029 and adopt a Two-Year CIP Budget for Fiscal Years 2020 and 2021.

**SUMMARY:**

The Draft Capital Improvement Program Ten-Year Plan for Fiscal Years (FYs) 2020 through 2029 and Two-Year Budget for FYs 2020 and 2021 (“Plan” and “Budget”) was presented to the Board on May 7, 2019 and May 21, 2019. The final CIP Plan and Budget incorporates revisions discussed at the May 21 meeting, summarized in the table below, as well as updated operating revenues and expenditures (such as interest, allocated overhead, and personnel costs) consistent with the FYs 2020 and 2021 Operating Budget. The working capital in each of the funds remains above the proposed minimum reserves for the Two-Year Budget.

The CIP Ten-Year Plan for FYs 2020 through 2029 is presented for Board approval. The CIP Plan informs long-range policy and is used to identify, prioritize and schedule capital projects over the ten-year period. The Plan also projects revenue and expenditures and resultant working capital in the District’s capital expansion and replacement funds. In approving the CIP Plan, the Board is approving the relative schedules and approximate funding levels and sources for future capital expenditures. Board approval of this ten-year planning document does not authorize any expenditures.

The CIP Two-Year Budget overlaps the first two years of the CIP Ten-Year Plan. By adopting the CIP Budget, the Board:

1. Establishes maximum CIP expenditures (“Fund Limit”) for the CIP budget for FY 2020 and FY 2021
2. Authorizes total budgets for each CIP project or program
3. Authorizes staff to proceed in either fiscal year with CIP projects

| Fund                                   | Revision   |
|--|--|
| <b>Local Replacement (Fund 210)</b>    | Moved two projects out (Iron Horse Trail Sewer Replacement (T16-50) from FY 2022 to FY 2025 and Donahue Drive/Vomac Road Relieve Sewer (08-2101) from FYs 2023 and 2024 to FYs 2026 and 2027. No changes to total project budget.  |
| <b>Regional Replacement (Fund 310)</b> | Adjusted FY 2020 CIP expenditures to include Facultative Sludge Lagoon Piping Improvements project (05-3103). No changes to the total project budget.  |
| <b>Water Replacement (Fund 610)</b>    | Moved portion of Pump Station 1A Rehab (20-W025) from FY 2022 to FY 2021, increased Water System R&R Program (00-W011) to better align with water system asset management replacement model, adjusted schedule of Capital Improvements to Increase Water Supply – Phase 2 (00-W002). |
| <b>Water Expansion (Fund 620)</b>      | Adjusted schedule of Capital Improvements to Increase Water Supply – Phase 2 (00-W002) to reflect refined project timeline.  |

|  |  |                                   |
|--|--|-----------------------------------|
| <b>Originating Department:</b> Engineering Services  | <b>Contact:</b> J. Zavadiil  | <b>Legal Review:</b> Not Required |
| <b>Cost:</b><br>FY 2020: \$24,979,000<br>FY 2021: \$28,863,000   | <b>Funding Source:</b><br>Local, Regional, and Water Replacement (Funds 210, 310, 610)<br>Local, Regional, and Water Expansion (Funds 220, 320, 620) |                                   |
| <b>Attachments:</b> <input type="checkbox"/> None <input type="checkbox"/> Staff Report<br><input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order<br><input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right) | 16 of 344  |                                   |

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING CAPITAL IMPROVEMENT PROGRAM (CIP) TEN-YEAR PLAN FOR FISCAL YEARS 2020 THROUGH 2029 AND ADOPTING THE CAPITAL IMPROVEMENT PROGRAM TWO-YEAR BUDGET FOR FISCAL YEARS 2020 AND 2021

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WHEREAS, the District is required to adopt a capital budget by September 1; and

WHEREAS, District staff has prepared the “Capital Improvement Program Ten-Year Plan for Fiscal Years 2020 through 2029 and Two-Year Budget for Fiscal Years 2020 and 2021” (CIP Plan and Budget) that includes projects necessary to continue the mission of the District; and

WHEREAS, the CIP Two-Year Budget consists of the first two years of the CIP Ten-Year Plan; and

WHEREAS, in accordance with the requirements of California Government Code Section 61110(c) which govern community services districts, on June 17, 2019, the District Secretary published the notice of public hearing for the biennial Capital Improvement Program Two-Year Budget for Fiscal Years 2020 and 2021, which was more than fourteen (14) days prior to the public hearing for the CIP budget; and

WHEREAS, the Board of Directors held a Public Hearing on July 2, 2019, to consider the adoption of the CIP Two-Year Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. The CIP Ten-Year Plan for Fiscal Years 2020 through 2029 is hereby approved.
2. The CIP Two-Year Budget for Fiscal Years 2020 and 2021 included in the “Capital Improvement Program Ten-Year Plan for Fiscal Years 2020 through 2029 and Two-Year Budget for Fiscal Years 2020 and 2021” attached (Exhibit “A”) and by reference incorporated herein, is hereby adopted, and all expenditures made consistent therewith are hereby ratified and approved.
3. Project and Program budgets provided in the CIP Two-Year Budget for Fiscal Years 2020 and 2021 project sheets are hereby established as the project budgets and program budgets, respectively.
4. Unused program budget funds expire at each fiscal year-end.
5. Staff is authorized to proceed in either year with any and all projects and programs that are funded in the CIP Two-Year Budget for Fiscal Years 2020 and 2021, subject to compliance with the California Environmental Quality Act (“CEQA”), and to the conditions that total annual expenditures from the corresponding funds shall not exceed the CIP Plan and Budget fiscal year budget, and that total project expenditures for each project shall not exceed the total project budget.

Res. No. \_\_\_\_\_

6. The General Manager, or the General Manager's designated representative, is authorized to file Notices of Exemption for each CEQA exempt project, when appropriate.

ADOPTED by the Board of Directors of the Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 2nd day of July, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Madelyne A. Misheloff, President

ATTEST: \_\_\_\_\_  
Nicole Genzale, District Secretary



# Capital Improvement Program

TEN YEAR PLAN— Fiscal Years 2020 through 2029

TWO YEAR BUDGET— Fiscal Years 2020 and 2021







**Dublin San Ramon  
Services District**

*Water, wastewater, recycled water*

# **Capital Improvement Program**

## **10 Year Plan**

**For Fiscal Years 2020 through 2029**

**&**

## **2 Year Budget**

**For Fiscal Years 2020 and 2021**

*Adopted by Board Resolution No. \_\_\_\_ on June 18, 2019*



**Board of Directors**

Madelyne Misheloff, President  
Edward Duarte, Vice President  
Richard Halket, Director  
Ann Marie Johnson, Director  
Georgean Vonheeder-Leopold, Director

**General Manager**

Dan McIntyre

**Engineering Services Manager/District Engineer**

Judy Zavadil, PE

**Administrative Services Manager**

Carol Atwood, CPA

**Operations Manager**

Jeff Carson

**Capital Program Manager**

Steve Delight, PE

**Document Coordination**

Corinne Ferreyra - *Administrative Analyst II*

**Technical Assistance**

Mayette Bailey - *Financial Analyst*  
Aaron Johnson - *GIS Analyst II*  
Ken Peterson - *GIS Specialist II*

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# Executive Summary

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## Capital Improvement Program Overview

The Capital Improvement Program (CIP) is a capital investment plan to maintain and enhance the Dublin San Ramon Services District's ("District" or "DSRSD") infrastructure. The CIP serves as a guide for identifying current and future projects in support of the District's mission *to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner*. The CIP is also the planning instrument used to coordinate the financing and timing of improvements, with the ultimate goal of maximizing the return to customers.

The CIP consists of the Ten-Year Capital Improvement Plan and the Two-Year Capital Improvement Budget. The Capital Improvement Plan serves to identify, prioritize, and schedule capital projects for the ten-year period, and establish a plan for generating the financial resources needed to complete these capital projects. The first two years of expenditures in the Capital Improvement Plan comprise the District's Two-Year Capital Improvement Budget for Fiscal Years 2020 and 2021. By adopting the Capital Improvement Budget, the Board:

- Authorizes total budgets for the individual capital projects.
- Authorizes the initiation of project expenditures in either fiscal year 2020 or 2021.
- Establishes the maximum expenditures from each fund for fiscal years 2020 and 2021.

## Capital Improvement Program Process

The development of the CIP is a coordinated process, occurring every two-years, and beginning with District staff identifying projects and preparing related descriptions, schedules, and cost estimates. Projects may be identified as a result of a master plan, study, regulatory requirement, or staff recommendation. Project requests are submitted for evaluation by the District Engineer. Several factors are considered in determining the need for each CIP project, including consistency with the District's Strategic Plan and established District Policies, the need to meet a regulatory mandate or requirement, impact to the District's capital fund reserves, and balancing project scheduling with available staffing. The recommended CIP is compiled and presented to the General Manager for review and input. The recommended CIP is next reviewed by the Board of Directors ("Board") at a work session, where the public has an opportunity to provide comments, before final adoption by the Board at a public hearing in late May or early June.

## Capital Planning Policies

Development and implementation of the CIP is directed by the District policies listed below and available on the District's website. <http://www.dsrds.com/about-us/district-policies>

1. **Project Cost Allocation:** Basis for determining how the cost of projects should be allocated between funds.
2. **Infrastructure Responsibilities and Funding:** Defines responsibility for major and non-major infrastructure planning design and construction. Establishes use of connection fees as primary source of funding for major infrastructure.
3. **Financial Reserves:** Provides guidance for the prudent accumulation and management of designated reserves.
4. **Budget Accountability:** Operations and Capital Improvement Program Budget Controls

## Capital Improvement Program Structure

The CIP is designed to provide a transparent and in-depth look at the District's capital investment plan. This is accomplished by structuring the CIP as follows:

**Chapter 1: Long-Term Capital Planning.** This chapter provides an overview of the study/planning documents which serve as the basis for the CIP (e.g. Asset Management, Strategic Plan, Master Plans, etc.).

**Chapter 2: Budget Process.** This chapter offers specifics of revenue types across the three business enterprises (e.g. rates, fees, etc.), expenditure descriptions, and budget controls (approval authorities).

**Chapter 3: Fund Overview.** This chapter presents detailed descriptions of revenues and expenditures anticipated in each fund, and provides fund trend analysis.

**Chapter 4: Capital Project Worksheets.** This chapter includes project worksheet for each project included in the CIP. Information on the worksheet include a project description, reference, project manager, a discussion of the environmental (CEQA) review, and a project budget and schedule.

## Capital Replacement and Expansion Funding

The District has three business enterprises: local wastewater collection, regional wastewater treatment and water. Each business has two capital funds: replacement and expansion. A key distinction is that replacement funds are largely funded by rate revenue from existing customers, while expansion funds are funded by fee revenue from new development. A more detailed discussion of each fund occurs later in Chapter 3. The Capital Improvement Program outlines the capital expenditures planned in the replacement and expansion funds.

## Capital Improvement Program Projects, Programs, & Capital Outlay

The CIP includes Projects, Programs, and Capital Outlay, each of which are described below:

1. **Projects:** A CIP project is defined as a major infrastructure project which is; 1) non-recurring in nature; 2) has a minimum cost of \$15,000; 3) results in a new asset that has a useful life of at least three years or extends the useful life of an existing asset by at least three years; and 4) requires project management, typically requiring compliance with the California Public Contract Code. A common example of a CIP project are planned water and wastewater collection pipeline replacements.
2. **Programs:** A CIP program sets aside money to fund projects that have either not been anticipated or do not yet have definitive scope and budget. For example, a major water main might need unexpected replacement, and the associated program would fund the creation of a modest-scale replacement project when the need arose. The amounts set aside are based on Asset Management replacement models. The Asset Management models includes assumptions about the useful life of each asset, which identifies when an asset would need to be repaired or replaced, and calculates an estimated cost to do so. Once a specific scope of work and budget is developed, a project can be created from the CIP program. An example of an Asset Management model based program is the Regional Wastewater Treatment Facility Replacement and Rehabilitation Program (00-P026). Other programs set aside funding for a particular District initiative which may ultimately fund more than one individual CIP project. Examples of a District specific initiative program is the Capital Improvements to Increase Water Supply Program (00-W001 and 00-W002) and the Energy Management Program (00-3120).
3. **Capital Outlay:** Capital outlay is for replacing or adding an asset that has a minimum total cost of \$10,000 and a useful life of at least three years. Capital Outlay is typically the purchase or purchase and installation of one item. An example of capital outlay is the replacement of a vehicle.

## Capital Improvement Program Project Categories

There are five project categories in the CIP. These categories include both replacement and expansion related projects, but allow the District to divide the projects into business enterprise specific groups.

1. **General:** Projects in the “general” category include those which are all-purpose, and typically affect District-wide assets that are not specific to one business enterprise. An example of a general project is the District Office Renovation (19-A005), and the Enterprise Resource Program Conversion project (20-A002).
2. **Joint Powers Authority:** Projects in the “joint powers authority,” (JPA) category are Dublin San Ramon Services District and East Bay Municipal Utility District Recycled Water Authority (DERWA) projects, which the District may manage, but only contributes a defined portion to, per the associated agreement. An example of a project in this category is the DERWA Sand Filtration Ultraviolet (SFUV) Wiper Arms Replacement project (20-W022).
3. **Water System:** Projects in the “water system” category are those which are related to the water system business enterprise. An example of a water system project is the Potable Water Pump Station Standby Generator/Emergency Response project (16-W012).
4. **Wastewater Collection:** Projects in the “wastewater collection system” category are those which are related to the local wastewater collection system business enterprise. An example of a wastewater collection system project is the East Dublin 36” Trunk Sewer Rehabilitation project (20-S013).
5. **Regional Wastewater Treatment:** Projects in the “regional wastewater treatment” category are those which are related to the regional wastewater treatment business enterprise. An example of a regional wastewater treatment project is the Bio-Gas Treatment System Improvements project (16-P028).

## Fiscal Year 2020-2029 Capital Improvement Program At-A-Glance

Table 1 presents the project and program count, and total expenditures for the Ten-Year Plan for Fiscal Years 2020 through 2029 and the Two-Year Budget for Fiscal Year 2020 and 2021.

**Table 1 - Project/Program Count and Total Expenditures**

|                           | TEN-YEAR PLAN<br>FY 2020 - FY 2029 | TWO-YEAR BUDGET<br>FY 2020 - FY 2021 |
|---------------------------|------------------------------------|--------------------------------------|
| <b>NUMBER OF PROJECTS</b> | 102                                | 59                                   |
| <b>NUMBER OF PROGRAMS</b> | 10                                 | 7                                    |
| <b>TOTAL EXPENDITURES</b> | \$236,651,000                      | \$53,842,000                         |

Replacement projects account for 62 percent of the total CIP Ten-Year Plan expenditures, and 58 percent of the Two-Year Budget expenditures. The share of Local Wastewater Collection, Regional Wastewater Treatment, and Water System replacement projects as a percent of the total Ten-Year Plan is 9 percent (Local), 33 percent (Regional), and 58 percent (Water). The share of replacement projects as a percent of the total Two-Year Budget is 7 percent (Local), 45 percent (Regional), and 48 percent (Water). This is summarized in Table 2 below.

**Table 2 - Summary of Replacement Expenditures by Fund**

|  | TEN-YEAR PLAN<br>FY 2020 - FY 2029 | TWO-YEAR BUDGET<br>FY 2020 - FY 2021 |
|--|------------------------------------|--------------------------------------|
| <b>LOCAL WASTEWATER COLLECTION (210)</b>   | \$13,570,000                       | \$2,107,000                          |
| <b>REGIONAL WASTEWATER TREATMENT (310)</b> | \$48,810,000                       | \$13,967,000                         |
| <b>WATER SYSTEM (610)</b>                  | \$85,326,000                       | \$14,932,000                         |
| <b>TOTAL</b>                               | <b>\$147,707,00</b>                | <b>\$31,007,000</b>                  |

Expansion projects account for 38 percent of the total CIP Ten-Year Plan expenditures, and 42 percent of the Two-Year Budget expenditures. The share of Local Wastewater Collection, Regional Wastewater Treatment, and Water System replacement projects as a percent of the total Ten-Year Plan is 5 percent (Local), 46 percent (Regional), and 49 percent (Water). The share of expansion projects as a percent of the total Two-Year Budget is 1 percent (Local), 59 percent (Regional), and 40 percent (Water). This is summarized in Table 3 below.

**Table 3 - Summary of Expansion Expenditures by Fund**

|  | TEN-YEAR PLAN<br>FY 2020 - FY 2029 | TWO-YEAR BUDGET<br>FY 2020 - FY 2021 |
|--|------------------------------------|--------------------------------------|
| <b>LOCAL WASTEWATER COLLECTION (220)</b>   | \$4,373,000                        | \$221,000                            |
| <b>REGIONAL WASTEWATER TREATMENT (320)</b> | \$40,683,000                       | \$13,401,000                         |
| <b>WATER SYSTEM (620)</b>                  | \$43,888,000                       | \$9,213,000                          |
| <b>TOTAL</b>                               | <b>\$88,944,00</b>                 | <b>\$22,835,000</b>                  |

## Project Highlights

Below are high priority projects, organized by category, to provide a sense of the anticipated efforts of the District staff over the next two-years, and also large scale projects in future years.

### General Projects

**Board Meeting Audio/Video Improvements (16-A004).** The audio and video system equipment in the Boardroom is the original equipment installed when the building was constructed in 1992. This project will retrofit the Boardroom lighting and sound system and install video cameras and video streaming equipment to enable quality video streaming and indexing of Board meetings. It will also improve the ability of people attending Board meeting to hear what is being said. This project is funded from the Local, Regional, and Water replacement funds, with a total project cost of \$550,000. It is expected to be completed in Fiscal Year 2020.



**District Office Renovation (19-A005).** In November of 2018, the District Office was flooded due to a fire service line break under the building slab. Given that the District Office is 27 years old, and the majority of the building systems and furnishings are original, the Board approved this project to take advantage of the building being empty and the furnishings removed to update the building furnishings and systems. This project will upgrade the District Office furnishings and building systems, including replacement of office furniture, modifications to the reception area and permit and customer service counter, bathroom and kitchen improvements, lighting replacements, and minor reconfiguration of some work areas. The restoration of the building will be paid for through an insurance claim and the renovation work will be paid for through the CIP project. This project is funded from the Local, Regional, and Water Replacement funds, with a total project cost of \$2,840,000. It is expected to be completed in Fiscal Year 2020.



**Enterprise Resource Program Conversion (EDEN Replacement) (20-A002).** This project will include procurement and implementation of a new Enterprise Resource Program (ERP), which is the central accounting system the District uses to conduct business, including Utility Billing. The current system, Eden, is over fifteen years old and the vendor has indicated it may end technical support for the product in the coming years. This project is funded from the Local, Regional, and Water replacement funds, with a total project cost of \$1,510,000. It is expected to be completed in Fiscal Year 2021.

### Local Wastewater Collection

**Dublin Boulevard - Amador Plaza Road to Village Parkway (20-S014).** This project will upsize 730 feet of 18-inch gravity main to 21-inch gravity main in Dublin Boulevard between Amador Plaza Road and Village Parkway, eliminating system deficiencies to ensure the pipeline can meet projected flows for future downtown development. This project is funded from the Local Expansion fund with a total project cost of \$820,000. It is expected to be completed in Fiscal Year 2021.

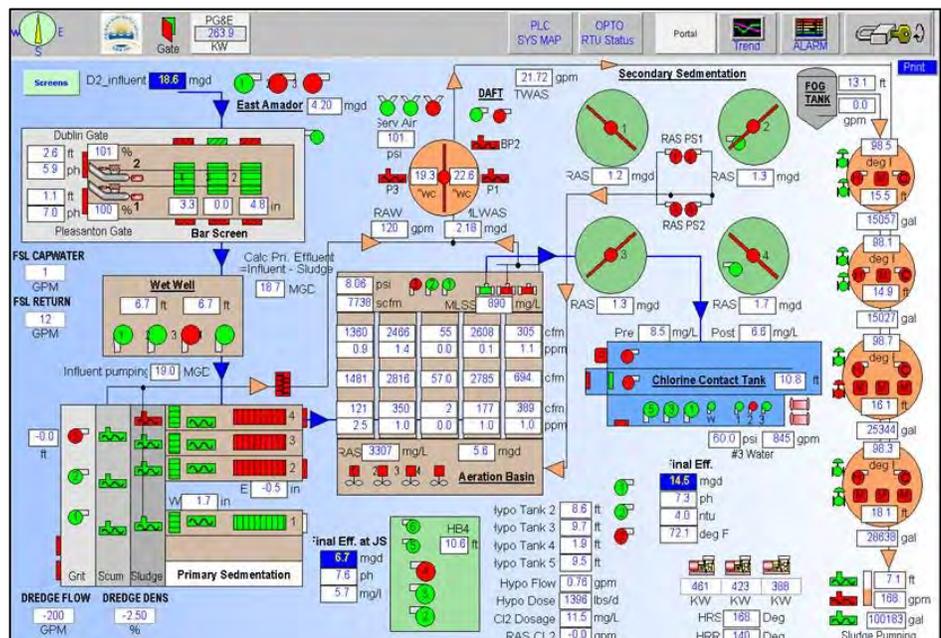
### Regional Wastewater Treatment

**Primary Sedimentation Expansion and Improvements (17-P004).** This project will construct one new primary sedimentation tank and partially demolish and replace one of the existing primary sedimentation tanks at the Regional Wastewater Treatment Facility (RWTF). The primary treatment capacity is undersized for the facility's current average dry weather flow, and overburdens the aeration basins and secondary clarifiers. This can lead to higher energy costs and more difficulties in controlling the secondary effluent water quality. The additional primary sedimentation tank will provide the treatment capacity needed for current and buildout flows. This project is funded from the Regional Replacement and Regional Expansion funds with a total estimated cost of \$19,000,000. Construction began in Fiscal Year 2019, and is expected to be completed in Fiscal Year 2021.



**Biosolids Dewatering Facility (18-P013).** The District operates six facultative sludge lagoons (FSL) to stabilize digested sludge from the wastewater treatment plant. The District also operated a 55-acre dedicated land disposal (DLD) site where the biosolids residuals are tilled into the soil. The Wastewater Treatment Plant and Biosolids Master Plan evaluated the current method of biosolids handling and disposal and found that there is an accumulation of biosolids in the FSLs because the water content of the biosolids is too high. The Ten-Year Plan includes a first phase of the project to construct scalable dewatering facility to handle a portion of the biosolids to reduce the accumulation in Fiscal Years 2022 and 2023 at a cost of \$14,645,000. The project also includes a future phase for potential dewatering of all biosolids. This project is funded from the Regional Expansion fund with a total estimated cost of \$26,545,000.

**WWTP SCADA Improvements (05-3206).** This project will upgrade the WWTP Supervisory Control and Data Acquisition (SCADA) communication network, replace and program the programmable logic controllers (PLCS), replace the servers, install a new database repository for historical data and acquire a web portal to view SCADA data over the District’s business network. This project will involve complex construction sequencing to allow for parallel SCADA systems during implementation, as the plant processes cannot be interrupted. This project is funded from the Regional Replacement fund with a total estimated cost of \$2,964,305, and is expected to be completed in Fiscal Year 2021.

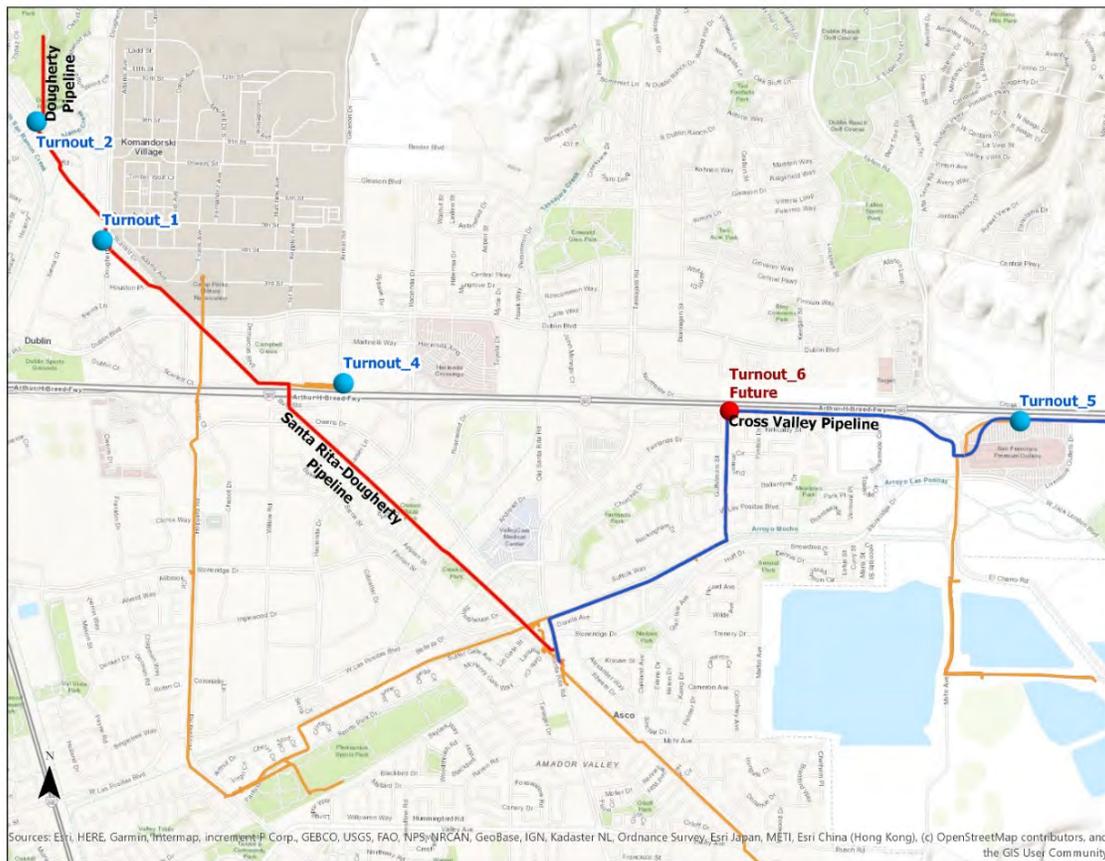


**Nutrient Removal (T16-42 - FUTURE).** In April 2014, the Bay Area Regional Water Quality Control Board (RWQCB) issued a San Francisco Bay Nutrients Watershed permit to municipal wastewater dischargers. The permit requires wastewater dischargers to evaluate reductions in nutrient discharges through treatment upgrades and contribute toward studies to develop a San Francisco Bay Nutrient Management Strategy. The District is working with the Bay Area Clean Water Agencies (BACWA) to address the permit requirements. If the current studies determine wastewater discharges have an adverse effect on Bay water quality, the RWQCB will impose nutrient load limits on the wastewater treatment plant effluent which will require treatment upgrades. Although future regulation or the extent of the regulation is uncertain, it is prudent that the District plan for some future treatment upgrades. This project is funded from the Regional Replacement and Regional Expansion funds with a total estimated cost of \$42,780,000, and is expected to begin in Fiscal Year 2029.

## Water System

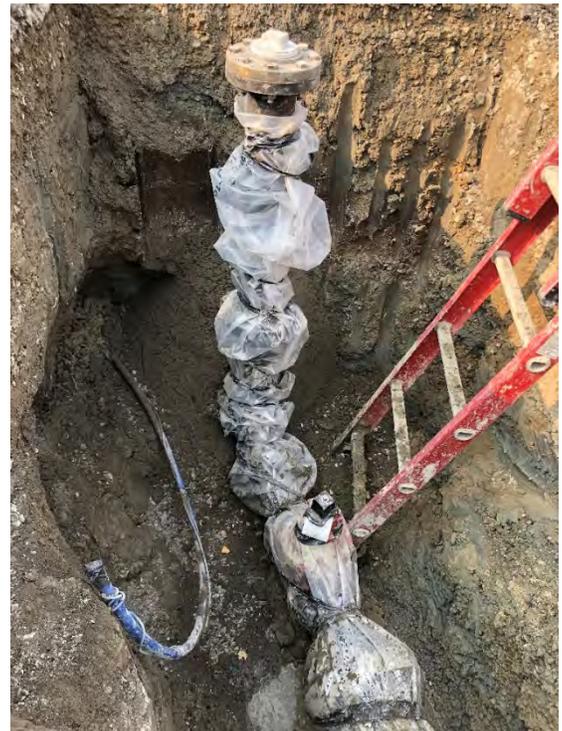
**Reservoir 20B (14-W008).** This project will construct a new 1.3 million gallon potable water reservoir in eastern Dublin to provide potable water storage capacity for eastern Dublin and, in combination with existing Pump Station 300B, potable water to Dougherty Valley. Depending on location of the reservoir, up to 8,700 linear feet of 12-inch Zone 2 pipeline will be needed to integrate the reservoir into the water system, and property acquisition may be required. The project is funded from the Water Expansion fund with a total estimated cost of \$7,753,000, and is expected to be completed by Fiscal Year 2022.

**Turnout 6 (20-W015).** This project will provide water supply for development in eastern Dublin by constructing a new turnout from Zone 7 Water Agency south of I-580 at Pimlico Drive, served by the Cross Valley Pipeline. Construction of the turnout adds redundancy and improves reliability of the distribution system by having a secondary source turnout to supply eastern Dublin should there be a failure of Zone 7 Water Agency's Santa Rita Pipeline. This project is funded from the Water Expansion fund with a total estimated cost of \$3,800,000, and is expected to be completed by Fiscal Year 2022.



**Capital Improvements to Increase Water Supply Program – Phase II (00-W002).** This program will develop projects to meet the objectives of the Water Supply, Storage, Conveyance, Quality and Conservation Policy (P300-15-1) adopted by the Board on October 20, 2015. This program will focus on diversifying the sources of water supply so that no less than 60 percent of total demand (potable and recycled) is satisfied by local and regional water supplies, and that no more than 40 percent of total water supply (potable and recycled) comes from any one physical source. The program will fund the most feasible potable reuse projects outlined in the Tri-Valley Potable Reuse Feasibility Study. This program has an estimated cost of \$40,000,000 and will be funded 25 percent by the Water Expansion fund and 75 percent by the Water Replacement fund based on the ratio of current water demands to projected build-out water demands.

**Valve and Blow-Off Replacement (19-W004).** This project will repair/replace line and blow off valves throughout the water distribution system. Many of the line valves have broken over time and are located in the older parts of the service area. Repairing or replacing the valves is essential for system operation and minimizes the area for shutdowns. Blow off valves will also be strategically replaced within the water distribution system. The blow off valves will be replaced with larger valves that will improve flushing velocity and efficiency, which will improve water quality. This project is funded from the Water Replacement fund with a total estimated cost of \$3,250,000, allocated over three years (Fiscal Years 2020 – 2022).



**Potable Water Pump Station Standby Generators/Emergency Response (16-W012).** At this time, there is only one pump station in the water distribution system with a permanent standby generator. In the event of power outages, pumping criteria will not be met, eventually leading to a loss of fire protection. The Master Plan recommended

adding permanent standby generators at various locations. This project will confirm those locations, and alternatives, and evaluate if they should be permanent or mobile generators. This project is funded from the Water Replacement fund with a total estimated cost of \$3,040,000, and is expected to be completed by Fiscal Year 2021.

# Chapter 1: Long-Term Capital Planning

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## CIP and Strategic Plan Nexus

The Capital Improvement Program (CIP) is integral to the achievement of the District's mission and implementation of the strategic plan. Development, approval and implementation of the CIP accomplishes a number of the District's Strategic Plan goals by providing specific projects and planned funding towards meeting the goals.

The CIP Plan and Budget supports the District strategic goals to 1) maintain our financial stability and sustainability and 2) develop a fully integrated Asset Management Program to guide all the District's business decisions. The District's Asset Management Program identifies projects for the CIP Plan and Budget. In addition, it provides an overall estimate of expected expenditures over the CIP Plan timeframe and beyond to guide future rate operating budget and rate studies. Further information on the Asset Management Program is provide below.

The Strategic Plan goal to enhance our ability to respond to emergencies is advanced with the Potable Water Pump Station Standby Generators/Emergency Response project (16-W012) which will increase the reliability of the water distribution system in a power outage and the WWTP SCADA Improvements project (05-3206) which will provide robust and redundant communication between the WWTP processes.

The CIP also meets several of the action items under the Strategic Plan goal to develop and implement an integrated potable and recycled water program. Two programs, Capital Improvements to Increase Water Supply, Phases I and II, support the existing recycled water program and provide the funding for a future potable reuse project.

## Master Plans

The District develops Master Plans every five to ten years for each of its enterprises, Local Wastewater, Regional Wastewater and Water. The master plan planning horizons are typically 20 years. The proposed projects from these master plans are incorporated into the CIP. A summary of the master plans that have informed the CIP Plan and Budget include:

- 2016 Water Master Plan
- 2017 Wastewater Treatment and Biosolids Master Plan
- 2017 Information Technology Master Plan
- 2017 Long-term Alternative Water Supply Plan
- 2018 Joint Tri-Valley Potable Reuse Technical Feasibility Study
- 2019 Local Collection System Master Plan

The District also develops Master Plans for particular business needs, such as the Information Technology Master Plan and the Facilities Security Master Plan.

## **Asset Management Program/Replacement Projects**

Asset Management models estimate the rehabilitation and replacement year and cost for each asset based on the age and type of the asset. The renewal and replacement needs identified by the Asset Management Program during the Ten-Year Plan are reflected in individual capital projects and programs. Using the models, staff identifies funding needed and specific capital projects to be included in the CIP Plan and Budget. Expenditures to account for projects that will be identified over the time frame of the plan are included in the rehabilitation and replacement programs.

To capture the expenditures beyond the Ten-Year Plan and assure that funding is available, the average estimated expenditures over the Ten-Year Plan plus the expenditures for the five years beyond the plan are averaged to create a fifteen year expected annual average replacement expenditure estimate. This fifteen year average is used to set the minimum capital replacement fund levels (see Financial Reserves section). Thus, the Capital Improvement Program reflects not only intermediate term capital projects, but also longer-term estimates of asset replacement needs.

Concurrently with the escalation of local sewer, water, and regional sewer replacement costs, development in the service area will be approaching build out and connection fees will diminish. This will result in a decline in buy-in revenue from the various capacity reserve fees, creating a conundrum where infrastructure begins to accelerate its depreciation at almost the same time that a major revenue source begins a significant decline.

The policy of setting capital replacement reserve levels at twice the fifteen year average of planned capital projects plus known asset management replacement needs will help to mitigate the problem of increasing costs and decreasing capacity reserve revenue. The average annual replacement cost will increase, leading to an increase in replacement reserve requirements, which will gradually signal the need for additional capital funding. Within each two year budget period, the District can assess the need for growth in utility rates to make up the difference. Thus, the District will be able to capitalize on its growing Asset Management Program to plan a sensible long-term ramp-up of rehabilitation and replacement funding through user fees.

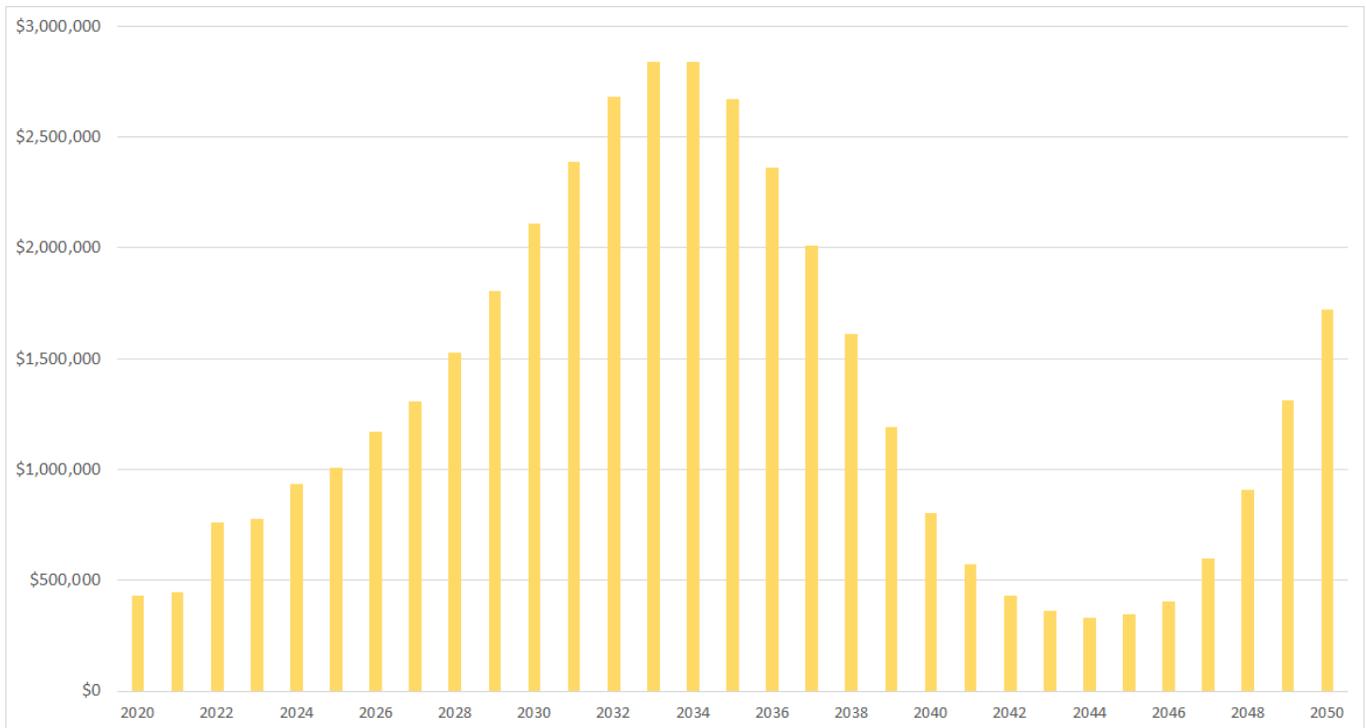
The expected annual expenditures for the local collection, regional wastewater and water replacement funds for the next 30 years are shown in Figures 1 through 3. There is significant variability in the estimated expenditures from year to year. In the figures this variability has been normalized over several years to 1) reflect the variability in asset life, i.e. some pipes or equipment will fail earlier and some will fail later than its expected life, and 2) better visualized the trend in expenditures, and 3) reflect a more realistic project implementation schedule.

## Local Wastewater Collection - Replacement

Given that many of the District's local collection and water system assets were installed during a period of initial growth in the 1960s, the Asset Management Program indicates an increase in the spending for those replacement funds over the next ten years and beyond as those initial assets begin to reach the end of their useful life.

The need to replace the aging sewer pipelines is reflected in the average annual Local Wastewater Collection replacement costs shown in Figure 1. The expected life of the sewer lines is based on inspections of the collection system and established industry standards for pipe material life. The majority of the pipe material of the original system is vitrified clay pipe. The original portions of the collection system begin to age out and require replacement peaking around 2033. Peaks in replacement are largely driven by surges in development using similar pipe material over time. The local collection costs are based on rehabilitating the pipes through cast in-place lining rather than pipe replacement.

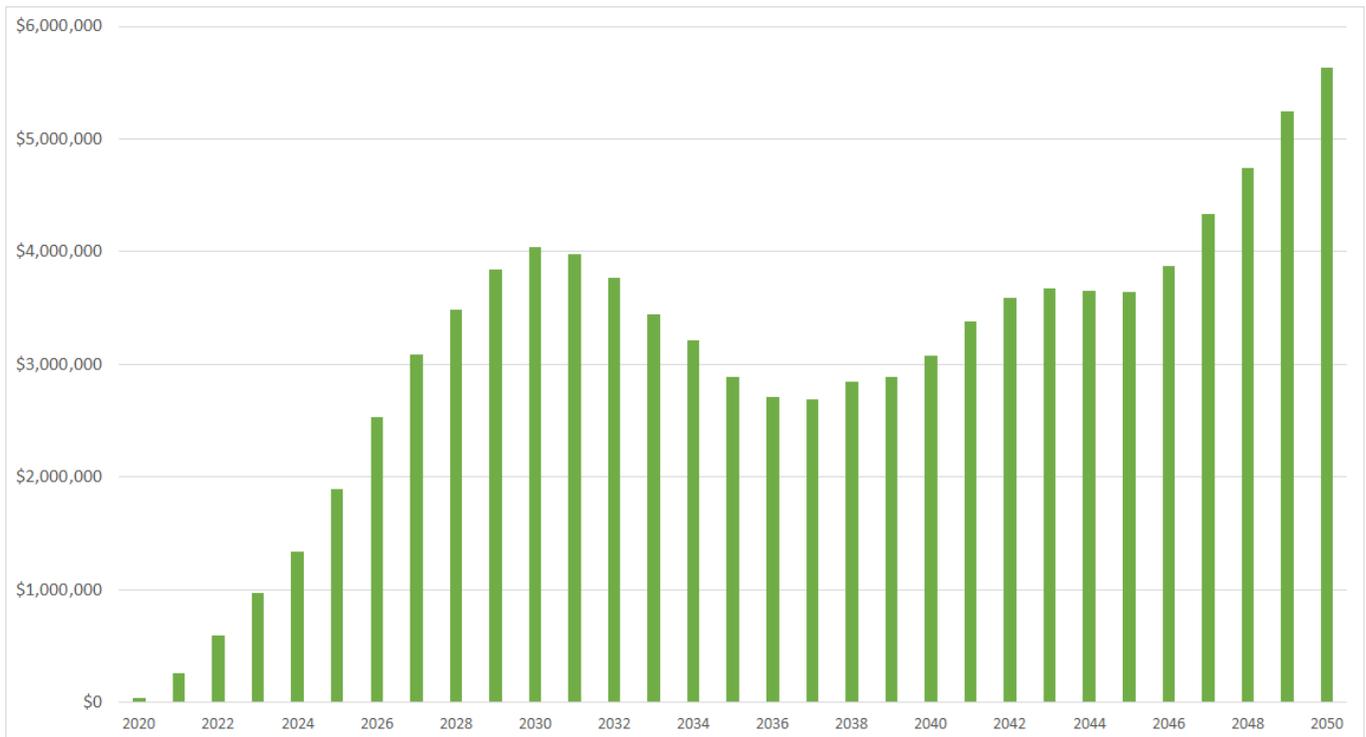
**Figure 1 – Local Wastewater Collection Long-Term Replacement Costs**



## Regional Wastewater Treatment - Replacement

The average annual Regional Wastewater replacement costs, shown in Figure 2, increase annually until approximately 2030, which is the 30 year anniversary of the Stage 4 Wastewater Treatment Plan Expansion Project. Beyond that timeframe, the expenditures drop somewhat until 2037 but consistently increase thereafter through 2050.

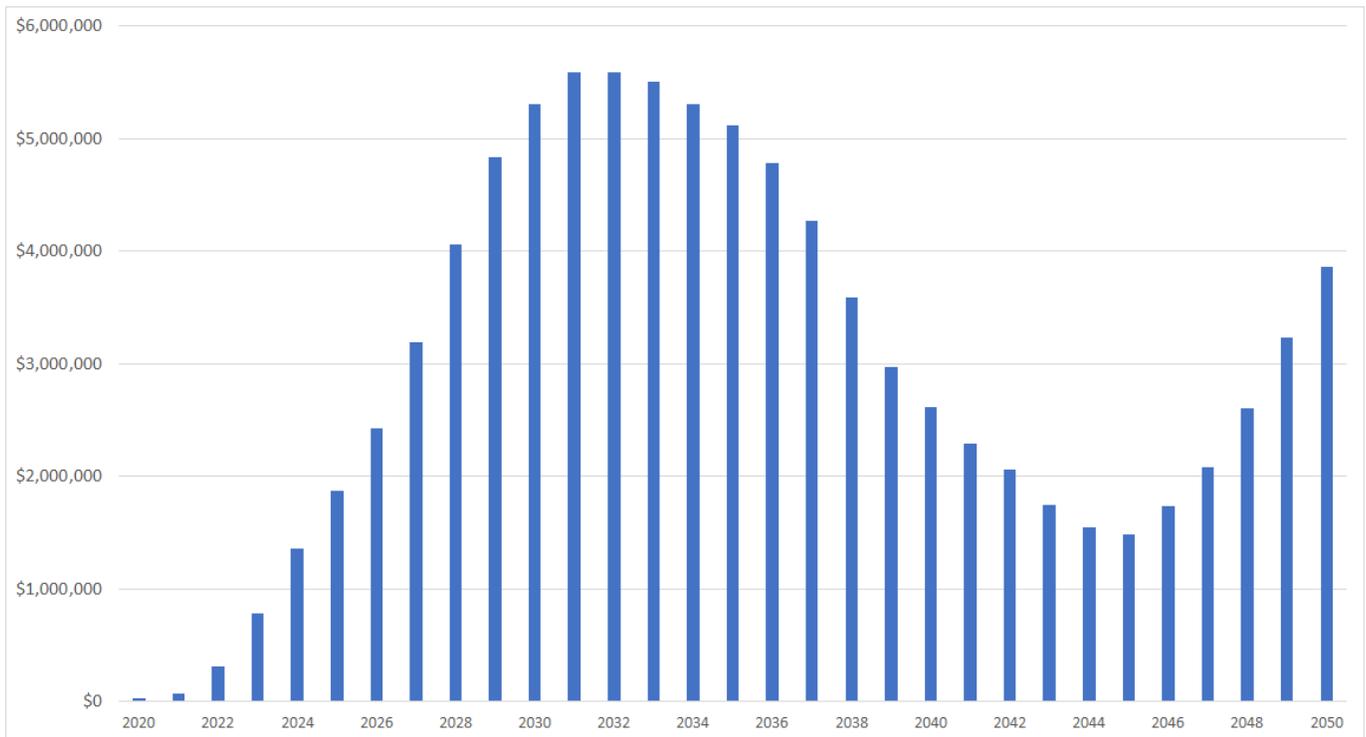
**Figure 2– Regional Wastewater Long-Term Replacement Costs**



## Water System- Replacement

The average annual Water replacement costs, shown in Figure 3, increase annually and peak in 2031, just outside the Ten-Year Plan horizon. The oldest pipes in the District water system, cast iron pipes in Camp Parks, have now reached their useful life and will need to be replaced in the next ten years. There are five water pipeline replacement projects in the Ten-Year plan located within Camp Parks. The next oldest pipes in the water system are asbestos cement (AC) pipes which are also starting to reach the end of their useful life. There are four projects in the Ten-Year Plan that replace aging AC pipe.

**Figure 3 – Water Long-Term Replacement Costs**





# Chapter 2: Budget Process

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## Capital Improvement Program Process

The development of the CIP is a coordinated process, occurring every two-years, and beginning with District staff identifying projects and preparing related descriptions, schedules, and cost estimates. Projects may be identified as a result of a master plan, study, regulatory requirement, or staff recommendation. Project requests are submitted for evaluation by the District Engineer. Several factors are considered in determining the need for each CIP project, including consistency with the District's Strategic Plan and established District Policies, the need to meet a regulatory mandate or requirement, impact to the District's capital fund reserves, and balancing project scheduling with available staffing. The recommended CIP is compiled and presented to the General Manager for review and input. The recommended CIP is next reviewed by the Board of Directors ("Board") at a work session, where the public has an opportunity to provide comments, before final adoption by the Board at a public hearing in late May or early June.

## Budget Controls

### Two-Year Project Budget

By Board adoption of the CIP Two-Year Budget, each project and program and their corresponding budget listed in the first two years (Fiscal Years 2020 and 2021) of the CIP Ten-Year Plan is authorized and may be fully expended with the following conditions:

- The total expenditures for each individual project shall not exceed the project total.
- The total allocated expenditures for the Two-Year Budget may be initiated in either FYE 2020 or 2021.

Additional project budget approval conditions are discussed in the following sections.

### Project Approval from a Program

Approval authority for projects created from a program are consistent with the approval authority limits outlined in the District purchasing procedures:

- The general manager may approve a project of \$175,000 or less created from a program.
- The general manager may approve an increase in the budget of a project created from a program provided adequate program funds are available up to the general manager's authority of \$175,000.
- A project created from a program in excess of \$175,000 or a budget increase that is greater than the general manager's authority requires Board approval.

## **Program Budgets**

Upon completion of a project created from a program, any unused funds are returned to the program provided it is in the same fiscal year. Funding allocated to program budgets are not cumulative from year to year. Program budgets that do not fund specific projects by the end of the fiscal period do not carry forward. Thus, the program's total expenditures shall not exceed the total program budget for each fiscal year. The Board must approve increases in a program budget.

## **CIP Budget Implementation**

The general manager may authorize staff to complete the implementation process or use consultant and construction contracts in standard District form, task orders and purchase orders for services, equipment, materials and supplies up to the authority of \$175,000 per the District Purchasing Policy. In addition, the general manager has the authority to adjust contracts that were previously approved by the Board, up to the purchasing authority of \$175,000. All work authorized by the general manager or submitted to the Board for authorization shall be procured and managed in accordance with District purchasing procedures and Purchasing Policy.

## **Actions Requiring Board Approval**

The following is a summary of project and budget actions requiring Board approval:

- Addition of a new project not created from a program
- Addition of a new project created from a program in excess of \$175,000
- Acceleration of a future project that had to unexpectedly start early in either FYE 2020 or 2021
- Increase in a project budget in excess of \$175,000
- Increase in a program budget
- Increase in a project budget where the revised project budget is in excess of \$175,000
- Authorization of contracts, task orders, purchases or construction contracts in excess of \$175,000

# Chapter 3: Fund Overview

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## Revenues

The revenue in the replacement and expansion funds includes:

- Replacement Allocations (indirectly from rates)
- Capacity Reserve Fees (Expansion Component)
- Capacity Reserve Fees (Replacement Component)
- Interest
- Other Revenue

The Capital Improvement Program is funded by two main sources of revenue: rates and fees. Rates are collected from current customers and are used to pay normal operating costs. A portion of the rates is also allocated to the replacement funds (Replacement Allocations) to pay for capital projects that replace or improve facilities that benefit existing customers.

Capacity Reserve Fees are collected from development projects. The fees are used to pay for debt related to facilities that were built to add capacity for future customers and to pay for new projects that serve future customers. The District will often build a facility that is sized to meet capacity needs into the distant future. A buy-in component of the fee is collected for new development to pay for the use of existing excess capacity.

The revenues in the replacement funds are derived from replacement allocations from the operating fund rates and the buy-in component of capacity reserve fees. The revenues in the expansion funds are derived from capacity reserve fees as well as other revenue derived from permitting and inspection fees. In addition, each fund has interest revenue derived from the capital in the fund.

The revenue from fees is estimated based on the number of future water and wastewater connections anticipated with planned development provided by the cities of Dublin, Pleasanton, and San Ramon. The number of connections in the first two years are based on the planned development slated for those years. The number of projected connections over the remaining eight years of the plan are averaged over those years as the actual timing of development in the latter years is difficult to predict. The impact of developer use of capacity reserve fee credits have been accounted for by reducing the number of connections by the number of outstanding credits.

## Expenditures

The expenditures in the replacement and expansion funds include:

- Capital Expenditures (project/program costs)
- Other Expenses (capital outlay, services, personnel costs)
- Inter-fund Loan Payments
- Debt Service
- Allocated District Overhead

In addition to the capital expenditures, the working capital also accounts for allocated district overhead and other expenses. The “other expenses” associated with Local Sewer Expansion fund (220) and Water Expansion fund (620) include labor and materials to complete plan check and inspection of developer dedicated infrastructure. The “other expenses” associated with the replacement funds include capital outlay, professional services, materials and personnel costs. The costs of capital outlay items are directed to the appropriate, rate based, replacement fund in order to make sure that the correct funds are funding the items.

Other expenditures include loan payments and debt service. Local Wastewater Replacement Fund (210) shows an interfund loan from Local Wastewater Expansion fund (220) that will be repaid over 5 years. Water Expansion fund (620) shows a DERWA loan that will be repaid in 2027, and another water loan to be repaid in 2042. Regional Expansion fund (320) shows LAVMWA debt service which will be repaid 2031.

## Financial Reserves

The District’s Financial Reserves Policy designates financial reserves in order to protect the District’s investment in various assets, satisfy its commitments under its numerous financial, regulatory and contractual obligations and to stabilize long-term rates for its customers.

For capital replacement funds (210, 310, 610), the minimum reserve is twice the average annual expenditures in the fund based on the next 15 years of planned expenditure which includes the Ten-Year Plan plus an estimate of asset replacement needs for the subsequent five years.

For the expansion funds (220, 320, and 620), minimum reserve is the greater of two years debt service or the next two years of project expenditures.

## Financial Summary by Fund

To assure the District has sufficient funds to maintain existing assets and to construct the facilities to meet the needs of new customers, the District projects the revenues and expenditures in the capital replacement and expansion funds over the ten-year CIP plan period and verifies the fund working capital is greater than the minimum financial reserve level as defined in the Financial Reserve Policy. A summary of the revenues and expenditures, and working capital trends in replacement and expansion funds is provided in this section.

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## Local Wastewater Collection Replacement (Fund 210)

The Local Wastewater Replacement fund (Fund 210) funds projects which replace and improve local sewer facilities that transfer wastewater from the point of origin to the regional wastewater treatment plant. The fund minimum reserve is twice the average annual expense of the fifteen year CIP.

### Revenue & Expenditures

The fund has three sources of revenue; 1) Capacity Reserve Fee (Buy-In), 2) Interest, and 3) Replacement Allocation. In the Two-Year Budget, the ratio of the revenue sources is 96/4/0, respectively. Of note, is the elimination of the replacement allocation in the first three years of the planning period, due to insufficient rate revenue in the Local Enterprise Fund. For planning purposes, the replacement allocation is shown as returning in Fiscal Year 2023, at \$675,000 annually. Capacity Reserve Fee revenue is based upon the 2018 Local Capacity Reserve Fee study, which increased the fee from \$1,969 to \$2,162 per dwelling unit equivalent, effective Fiscal Year 2019.

The fund has three expenditure types: 1) CIP Expenditures, 2) Interfund Loan Repayment, and 3) Other Expenses. The CIP expenditures, shown in more detail in Table 5 in the following section, include the Wastewater Collection System Replacement and Rehabilitation Program (00-S020) and various pipeline replacement projects identified by the 2019 Sewer Collection System Master Plan. The near-term project is the East Dublin 36-inch Trunk Sewer Rehabilitation (20-S013) in Fiscal Year 2020. In Fiscal Year 2018, the Local Expansion Fund loaned the fund \$5 million to cover the cost of critical projects, to be repaid over five years. Other expenses include minor equipment and professional services, as well as capital outlay. A closed circuit television (CCTV) truck is requested in Fiscal Year 2020, at a cost of \$500,000.

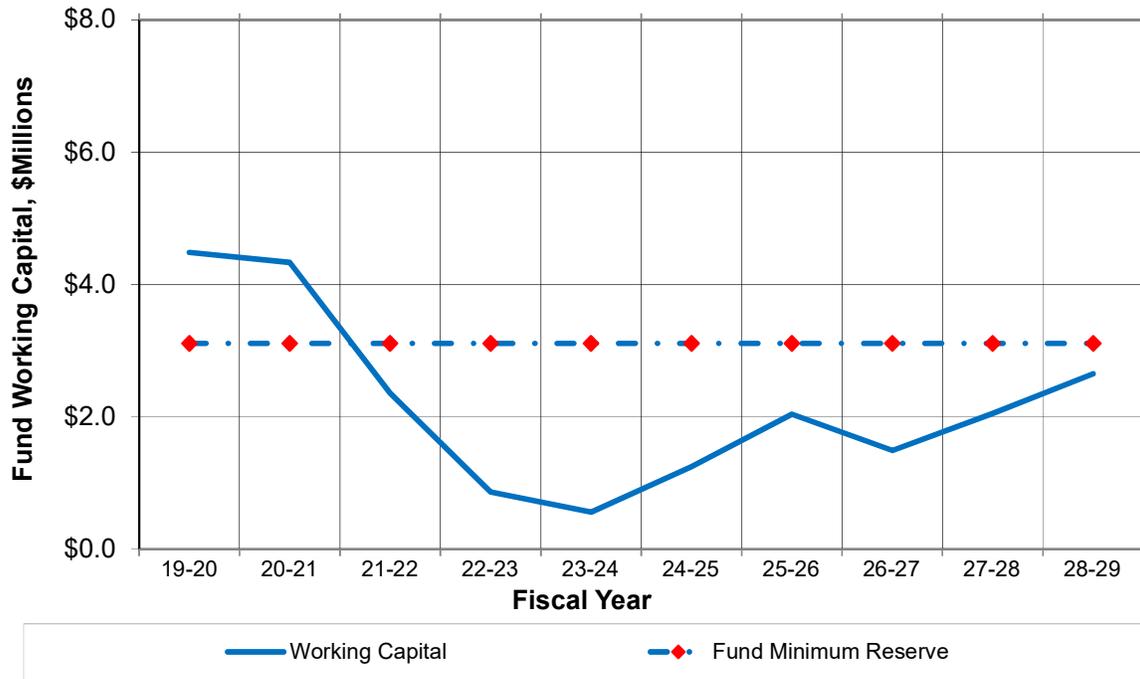
### Working Capital

The loan from the Local Expansion fund replenished the working capital in the beginning two years, but will be repaid over the next five years. Coupled with the elimination of the replacement allocation, this results in a working capital below the minimum reserve target for Fiscal Years 2022 through 2026. This fund will benefit from a Fiscal Year 2022 Local Wastewater Rate Study to reevaluate the replacement allocation. The fund reached the reserve target in Fiscal Year 2027 and climbs to over \$4 million by Fiscal Year 2029.

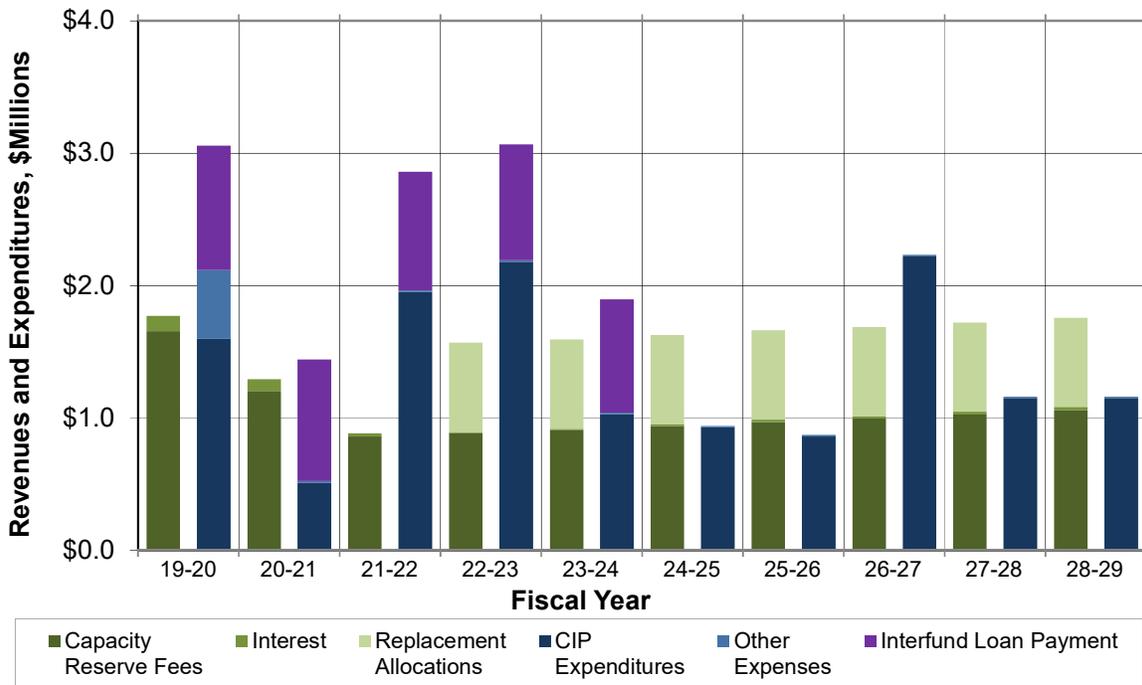
**Table 4 – Local Wastewater Collection Replacement Revenue, Expenditures, & Working Capital**

| Fiscal Year | DUEs | Capacity Reserve Fees | Interest   | Replacement Allocations | CIP Expenditures | Interfund Loan Repay | Other Expenses | Working Capital |
|-------------|------|-----------------------|------------|-------------------------|------------------|----------------------|----------------|-----------------|
| 19-20       | 789  | \$ 1,655,000          | \$ 115,000 | \$ -                    | \$ 1,598,000     | \$ 939,583           | \$ 518,000     | \$4,485,000     |
| 20-21       | 557  | \$ 1,204,000          | \$ 90,000  | \$ -                    | \$ 509,000       | \$ 918,333           | \$ 14,000      | \$4,337,000     |
| 21-22       | 386  | \$ 859,000            | \$ 23,000  | \$ -                    | \$ 1,951,000     | \$ 895,833           | \$ 12,000      | \$2,361,000     |
| 22-23       | 386  | \$ 885,000            | \$ 9,000   | \$ 675,000              | \$ 2,179,000     | \$ 875,000           | \$ 12,000      | \$ 864,000      |
| 23-24       | 386  | \$ 911,000            | \$ 6,000   | \$ 675,000              | \$ 1,029,000     | \$ 854,166           | \$ 12,000      | \$ 562,000      |
| 24-25       | 386  | \$ 939,000            | \$ 12,000  | \$ 675,000              | \$ 928,000       | \$ -                 | \$ 12,000      | \$1,248,000     |
| 25-26       | 386  | \$ 967,000            | \$ 20,000  | \$ 675,000              | \$ 859,000       | \$ -                 | \$ 12,000      | \$2,040,000     |
| 26-27       | 386  | \$ 996,000            | \$ 15,000  | \$ 675,000              | \$ 2,221,000     | \$ -                 | \$ 12,000      | \$1,493,000     |
| 27-28       | 386  | \$ 1,026,000          | \$ 20,000  | \$ 675,000              | \$ 1,149,000     | \$ -                 | \$ 12,000      | \$2,054,000     |
| 28-29       | 386  | \$ 1,057,000          | \$ 26,000  | \$ 675,000              | \$ 1,149,000     | \$ -                 | \$ 12,000      | \$2,652,000     |

**Figure 4 - Local Wastewater Replacement Fund Working Capital**



**Figure 5 - Local Wastewater Replacement Fund Revenues & Expenditures**



## Local Wastewater Expansion (Fund 220)

The Local Wastewater Expansion fund (Fund 220) funds projects which expand or add local sewer facilities to accommodate increased wastewater flows from new development. The fund minimum reserve is the greater of two years debt service or the next two years of project expenditures.

### Revenue & Expenditures

The fund has four sources of revenue; 1) Capacity Reserve Fee (Expansion), 2) Interest, 3) Interfund Loan Revenue, and 4) Other Revenue. In the Two-Year Budget, the ratio of the revenue sources is 3/3/56/38, respectively. The Capacity Reserve Fee revenue is based upon the 2018 Fee Study, which increased the fee (from \$1,969 to \$2,162 per dwelling unit equivalent). The fund will also receive Interfund loan revenue from the Local Replacement fund for the \$5 million loan (funded in 2018). The interfund loan is to be repaid over five years (Fiscal Years 2019 through 2024), at \$833,333 per year. Other revenues include plan check and inspection fees, which are estimated based on projected development.

The fund has three expenditure types: 1) CIP Expenditures, 2) Other Expenses, and 3) Allocated District Overhead. The CIP expenditures for Local Expansion, shown in more detail in Table 7 in the following section, include various pipeline projects identified by the 2019 Sewer Collection System Master Plan to upsize pipelines as a result of development. The primary project in the near-term is the Dublin Boulevard – Amador Plaza Road to Village Parkway (20-S014) in Fiscal Year 2021 and Fiscal Year 2022. Other expenses include personnel costs for construction inspection, and engineering technicians. These costs are offset by the plan check and inspection fee revenue. Allocated overhead is a function of the personnel costs included in the expenditures of this fund.

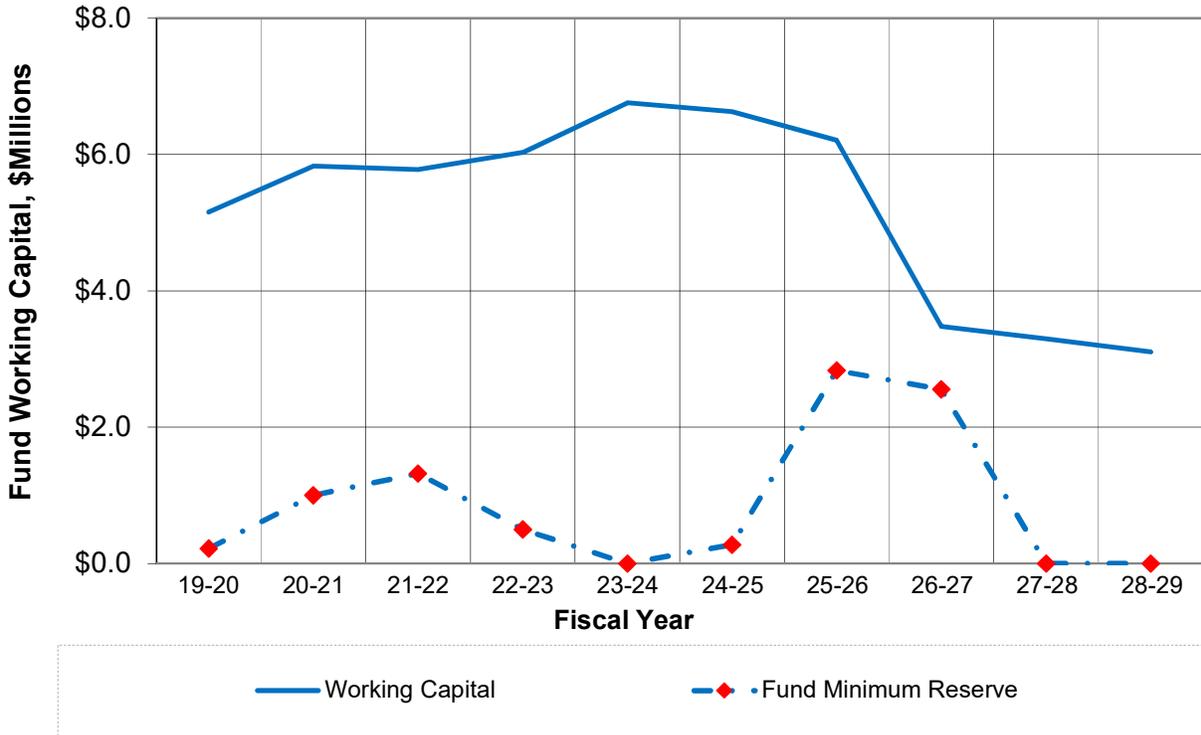
### Working Capital

This fund is well established, remaining above the fund minimum target for the majority of the ten-years. The reduction in working capital after Fiscal Year 2026 is due to the Village Parkway – South of Dublin Boulevard (T20-06) project, estimated to cost \$2,832,000.

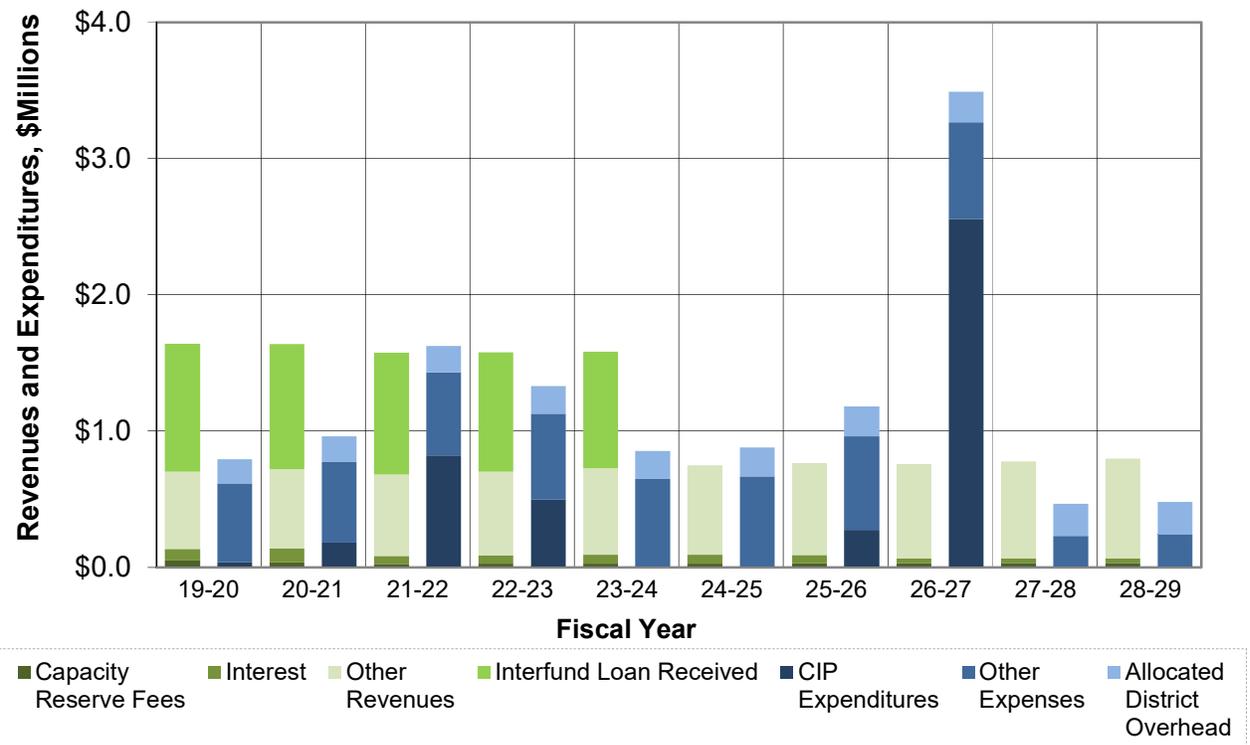
**Table 6 – Local Wastewater Collection Expansion Revenue, Expenditures, & Working Capital**

| Fiscal Year | DUEs | Capacity Reserve Fees | Interest  | Interfund Loan Revenue | Other Revenues | CIP Expenditures | Other Expenses | Allocated District Overhead | Working Capital |
|-------------|------|-----------------------|-----------|------------------------|----------------|------------------|----------------|-----------------------------|-----------------|
| 19-20       | 789  | \$ 50,000             | \$ 86,000 | \$ 939,583             | \$ 564,000     | \$ 39,000        | \$ 576,000     | \$ 177,000                  | \$5,155,000     |
| 20-21       | 557  | \$ 37,000             | \$103,000 | \$ 918,333             | \$ 581,000     | \$ 182,000       | \$ 593,000     | \$ 189,000                  | \$5,830,000     |
| 21-22       | 386  | \$ 26,000             | \$ 57,000 | \$ 895,833             | \$ 598,000     | \$ 820,000       | \$ 610,000     | \$ 195,000                  | \$5,783,000     |
| 22-23       | 386  | \$ 27,000             | \$ 60,000 | \$ 875,000             | \$ 616,000     | \$ 500,000       | \$ 629,000     | \$ 201,000                  | \$6,031,000     |
| 23-24       | 386  | \$ 28,000             | \$ 67,000 | \$ 854,166             | \$ 635,000     | \$ -             | \$ 648,000     | \$ 207,000                  | \$6,761,000     |
| 24-25       | 386  | \$ 29,000             | \$ 66,000 | \$ -                   | \$ 654,000     | \$ -             | \$ 667,000     | \$ 213,000                  | \$6,629,000     |
| 25-26       | 386  | \$ 29,000             | \$ 62,000 | \$ -                   | \$ 673,000     | \$ 275,000       | \$ 687,000     | \$ 219,000                  | \$6,212,000     |
| 26-27       | 386  | \$ 30,000             | \$ 34,000 | \$ -                   | \$ 694,000     | \$ 2,557,000     | \$ 708,000     | \$ 226,000                  | \$3,479,000     |
| 27-28       | 386  | \$ 31,000             | \$ 33,000 | \$ -                   | \$ 714,000     | \$ -             | \$ 729,000     | \$ 233,000                  | \$3,296,000     |
| 28-29       | 386  | \$ 32,000             | \$ 31,000 | \$ -                   | \$ 736,000     | \$ -             | \$ 751,000     | \$ 240,000                  | \$3,105,000     |

**Figure 6 - Local Wastewater Expansion Fund Working Capital**



**Figure 7 - Local Wastewater Expansion Fund Revenues & Expenditures**



## Regional Wastewater Treatment Replacement (Fund 310)

The Regional Wastewater Replacement fund (Fund 310) funds projects which replace and improve the existing Regional Wastewater Treatment Plant processes and facilities. The plant treats the wastewater collected from the DSRSD local collection system as well as the was wastewater flows from the City of Pleasanton before further treatment for recycled water or conveyance through the Livermore-Amador Valley Water Management Agency (LAVWMA) pipeline to the San Francisco Bay for disposal. The fund minimum reserve is twice the average annual expense of the fifteen year CIP.

### Revenue & Expenditures

The fund has three sources of revenue; 1) Capacity Reserve Fee (Buy-In), 2) Interest, and 3) Replacement Allocation. In the Two-Year Budget, the ratio of the revenue sources is 52/44/4, respectively. The revenue from the Capacity Reserve Fee buy is based on the Regional Capacity Reserve Fee Study that was adopted in November 2018.

The fund has two expenditure types: 1) CIP Expenditures, and 2) Other Expenses. The CIP near-term expenditures are primarily the fund’s contribution to the Primary Sedimentation and Expansion, Biogas Treatment System Improvements, Biogas Flare Improvements, and SCADA Improvements projects. The RWTF Replacement and Rehabilitation Program represents considerable expenditures in this fund increasing from \$500,000 in 2020 to \$3,500,000 in 2029. There is a spike in the expenditures in the last year of the ten year plan to account for process improvements required to meet anticipated National Pollutant Discharge Elimination System (NPDES) permit requirements to address nutrient discharges to the San Francisco Bay. All CIP expenditures are shown in more detail in Table 9 in the following section. The other expenses in the fund are mainly capital outlay which includes replacement of aging equipment at the Wastewater Treatment Plant.

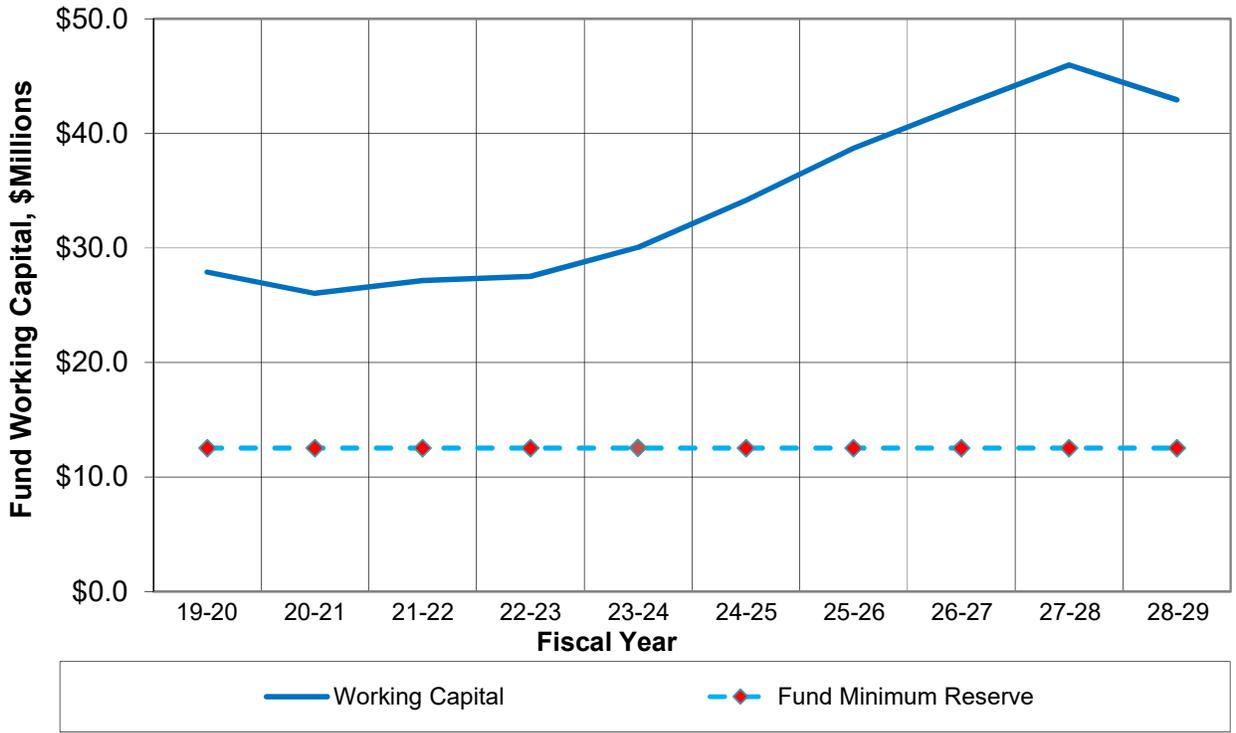
### Working Capital

The working capital in this fund slowly increases over time in anticipation of rehabilitation and replacement costs projected beyond the ten-year plan horizon based on the asset management replacement model.

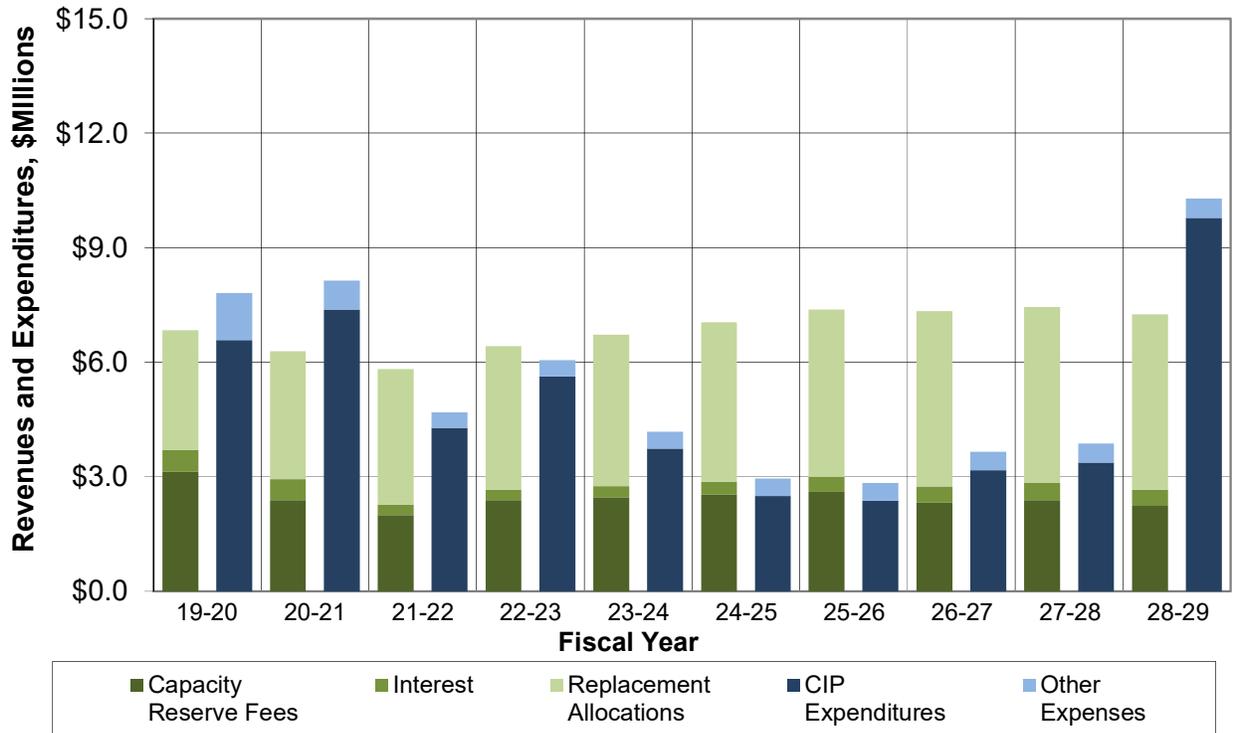
**Table 8 – Regional Wastewater Treatment Replacement Revenue, Expenditures, & Working Capital**

| Fiscal Year | DUEs | Capacity Reserve Fees | Interest   | Replacement Allocations | CIP Expenditures | Other Expenses | Working Capital |
|-------------|------|-----------------------|------------|-------------------------|------------------|----------------|-----------------|
| 19-20       | 789  | \$ 3,129,000          | \$ 578,000 | \$ 3,130,000            | \$ 6,579,000     | \$ 1,240,000   | \$ 27,895,000   |
| 20-21       | 557  | \$ 2,383,000          | \$ 558,000 | \$ 3,340,000            | \$ 7,388,000     | \$ 751,000     | \$ 26,037,000   |
| 21-22       | 387  | \$ 2,001,000          | \$ 269,000 | \$ 3,550,000            | \$ 4,279,000     | \$ 415,000     | \$ 27,162,000   |
| 22-23       | 387  | \$ 2,387,000          | \$ 272,000 | \$ 3,760,000            | \$ 5,633,000     | \$ 427,000     | \$ 27,522,000   |
| 23-24       | 387  | \$ 2,459,000          | \$ 298,000 | \$ 3,970,000            | \$ 3,733,000     | \$ 440,000     | \$ 30,075,000   |
| 24-25       | 387  | \$ 2,532,000          | \$ 338,000 | \$ 4,180,000            | \$ 2,499,000     | \$ 453,000     | \$ 34,173,000   |
| 25-26       | 387  | \$ 2,608,000          | \$ 383,000 | \$ 4,390,000            | \$ 2,374,000     | \$ 467,000     | \$ 38,714,000   |
| 26-27       | 387  | \$ 2,319,000          | \$ 420,000 | \$ 4,600,000            | \$ 3,174,000     | \$ 481,000     | \$ 42,399,000   |
| 27-28       | 387  | \$ 2,389,000          | \$ 455,000 | \$ 4,600,000            | \$ 3,374,000     | \$ 496,000     | \$ 45,973,000   |
| 28-29       | 387  | \$ 2,232,000          | \$ 425,000 | \$ 4,600,000            | \$ 9,778,000     | \$ 510,000     | \$ 42,942,000   |

**Figure 8 - Regional Wastewater Replacement Fund Working Capital**



**Figure 9 - Regional Wastewater Replacement Fund Revenues & Expenditures**



## Regional Wastewater Expansion (Fund 320)

The Regional Wastewater Replacement fund (Fund 320) funds projects which expand or add to the wastewater treatment process to accommodate future wastewater flows, ultimately conveyed through the LAVWMA pipeline to the San Francisco Bay for disposal. The fund minimum reserve is the greater of two years debt service or the next two years of project expenditures.

### Revenue & Expenditures

The fund has three sources of revenue; 1) Capacity Reserve Fee (Buy-In), 2) Interest, and 3) Other Revenues. In the Two-Year Budget, the ratio of the revenue sources is 93/6/1, respectively. The revenue from the Capacity Reserve Fee buy is based on the Regional Capacity Reserve Fee Study that was adopted in November 2018.

The fund has three expenditure types: 1) CIP Expenditures, 2) Debt Service and, 3) Other Expenses. The CIP near-term expenditures include the fund’s contribution to the Primary Sedimentation and Expansion (17-P004) and Biogas Treatment System Improvements (16-P028) projects. The other significant project is the first phase of the Biosolids Dewatering (18-P013) project which includes \$14.3 million in expenditures from 2022 to 2024, with \$12.1 million in 2024 alone. All CIP expenditures are shown in more detail in Table 11 in the following section. The LAVWMA debt service for this fund is approximately \$4.3 million annually, ending in fiscal year 2032. Other expenses, which cover personnel costs for plan check and permitting, are minor in comparison.

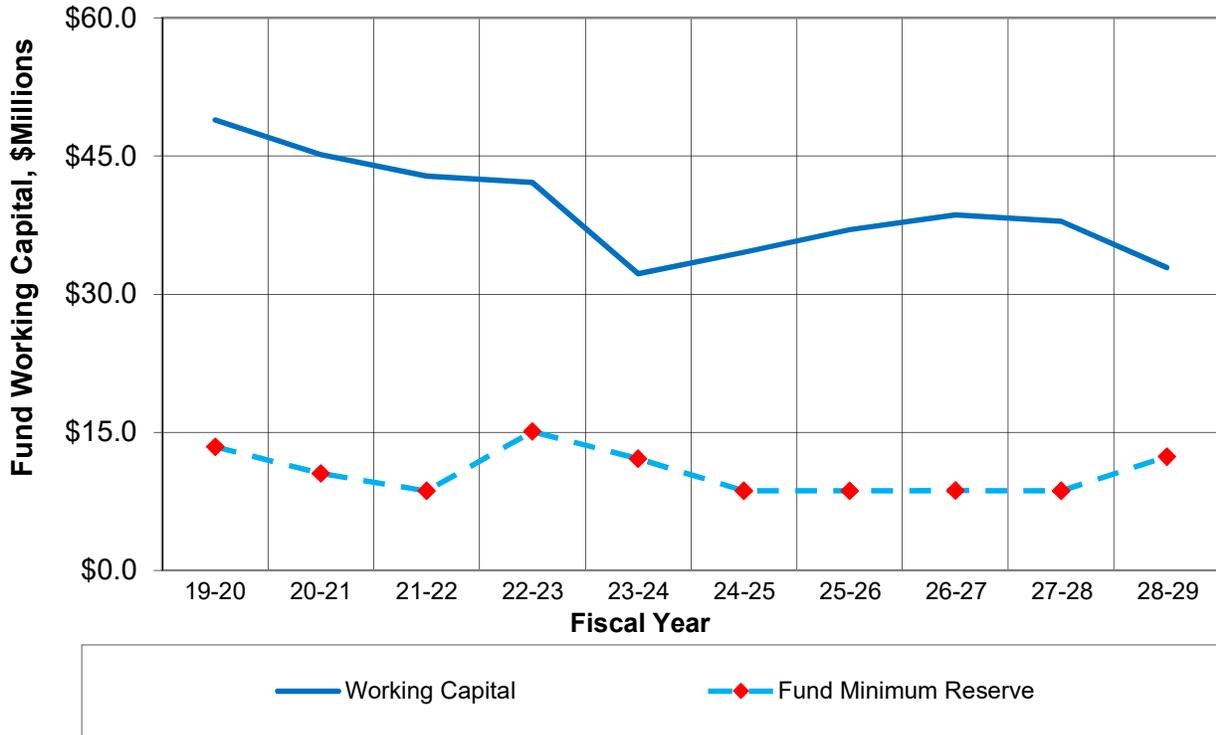
### Working Capital

The final working capital in this fund, approximately \$38 million, will be needed to fund future anticipated projects, including the fund’s contribution to projects to meet the NPDES permit requirements. The working capital will also need to cover the remaining LAVWMA debt payments.

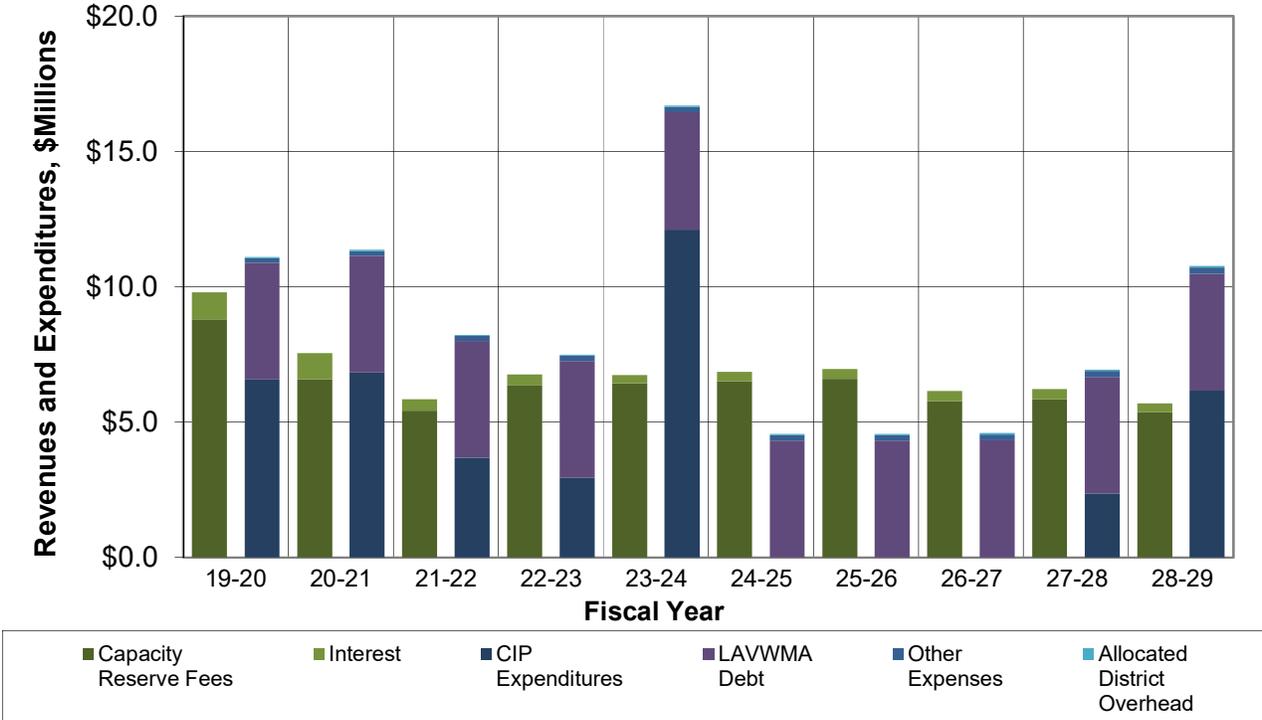
**Table 10 – Regional Wastewater Treatment Expansion Revenue, Expenditures, & Working Capital**

| Fiscal Year | DUEs | Capacity Reserve Fees | Interest   | Other Revenues | CIP Expenditures | Debt Service | Other Expenses | Allocated District Overhead | Working Capital |
|-------------|------|-----------------------|------------|----------------|------------------|--------------|----------------|-----------------------------|-----------------|
| 19-20       | 789  | \$8,804,000           | \$ 987,000 | \$ 43,000      | \$ 6,573,000     | \$ 4,313,000 | \$ 176,000     | \$ 34,000                   | \$ 48,904,000   |
| 20-21       | 557  | \$6,591,000           | \$ 962,000 | \$ 43,000      | \$ 6,828,000     | \$ 4,314,000 | \$ 184,000     | \$ 36,000                   | \$ 45,137,000   |
| 21-22       | 387  | \$5,420,000           | \$ 424,000 | \$ 43,000      | \$ 3,687,000     | \$ 4,311,000 | \$ 190,000     | \$ 37,000                   | \$ 42,800,000   |
| 22-23       | 387  | \$6,353,000           | \$ 417,000 | \$ 43,000      | \$ 2,948,000     | \$ 4,311,000 | \$ 195,000     | \$ 39,000                   | \$ 42,120,000   |
| 23-24       | 387  | \$6,431,000           | \$ 319,000 | \$ 43,000      | \$ 12,120,000    | \$ 4,333,000 | \$ 201,000     | \$ 40,000                   | \$ 32,220,000   |
| 24-25       | 387  | \$6,512,000           | \$ 342,000 | \$ 43,000      | \$ -             | \$ 4,313,000 | \$ 207,000     | \$ 41,000                   | \$ 34,555,000   |
| 25-26       | 387  | \$6,595,000           | \$ 366,000 | \$ 43,000      | \$ -             | \$ 4,313,000 | \$ 213,000     | \$ 43,000                   | \$ 36,990,000   |
| 26-27       | 387  | \$5,767,000           | \$ 382,000 | \$ 43,000      | \$ -             | \$ 4,327,000 | \$ 220,000     | \$ 44,000                   | \$ 38,592,000   |
| 27-28       | 387  | \$5,843,000           | \$ 375,000 | \$ 43,000      | \$ 2,358,000     | \$ 4,312,000 | \$ 226,000     | \$ 46,000                   | \$ 37,911,000   |
| 28-29       | 387  | \$5,370,000           | \$ 326,000 | \$ 43,000      | \$ 6,170,000     | \$ 4,313,000 | \$ 233,000     | \$ 48,000                   | \$ 32,887,000   |

**Figure 10 - Regional Wastewater Expansion Fund Working Capital**



**Figure 11 - Regional Wastewater Expansion Fund Revenues & Expenditures**



## Water Replacement (Fund 610)

The Water Replacement fund (Fund 610) funds projects which replace and improve facilities to treat recycled water, as well as the pipelines, pump stations, reservoirs, and related appurtenances to distribute potable water (from the Zone 7 turnouts to the customers and recycled water from the DERWA turnouts to the recycled water customers). The fund minimum reserve is twice the average annual expense of the fifteen year CIP.

### Revenue & Expenditures

The fund has three sources of revenue; 1) Capacity Reserve Fee (Buy-In), 2) Interest, and 3) Replacement Allocation. In the Two-Year Budget, the ratio of the revenue sources is 32/4/64, respectively. The primary source of revenue to this fund is the replacement allocation from the Water Enterprise Fund, studied recently as part of the 2019 Water Rate Study. The secondary source of revenue to the Water Replacement Fund is the buy-in component of the Capacity Reserve Fee.

The fund has two expenditure types: 1) CIP Expenditures, and 2) Other Expenses. There are several priority projects in this fund, including the Valve and Blow-Off Replacement Project (19-W004), and Potable Water Pump Station Standby Generators/Emergency Response Project (16-W012). The Capital Improvements to Increase Water Supply Program – Phase 2 (00-W002), budgeted at \$30 million in this fund, comprises a large share of the total CIP expenditures, as well as the Water System Replacement and Rehabilitation Program (00-W011). All CIP expenditures are shown in more detail in Table 13 in the following section. Other expenses include capital outlay and materials.

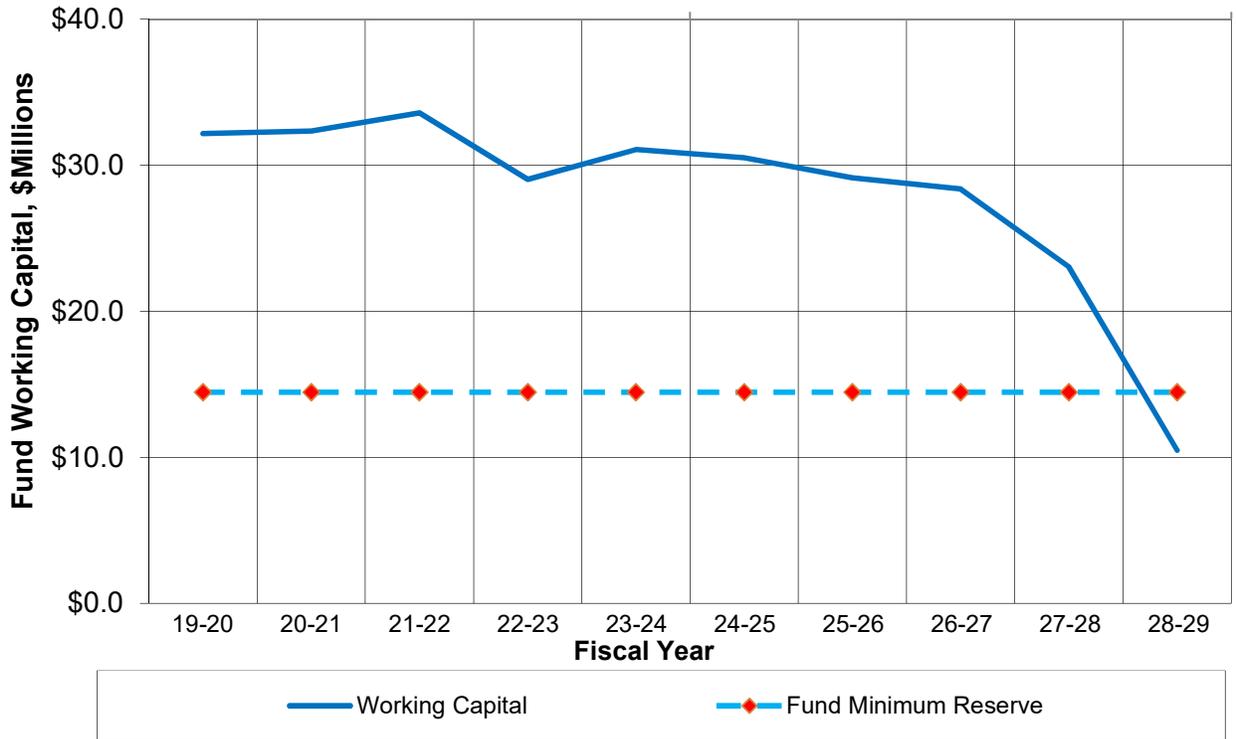
### Working Capital

While this fund is projected to spend \$30 million on alternative water supplies over Fiscal Year 2025 through 2027, per recent discussions with the Board of Directors, this project may also be debt funded. The working capital in this fund is well established to address future expenditures, remaining above the reserve target for the entire planning period, and in anticipation of rehabilitation and replacement costs projected beyond the ten-year plan horizon based on the asset management replacement model.

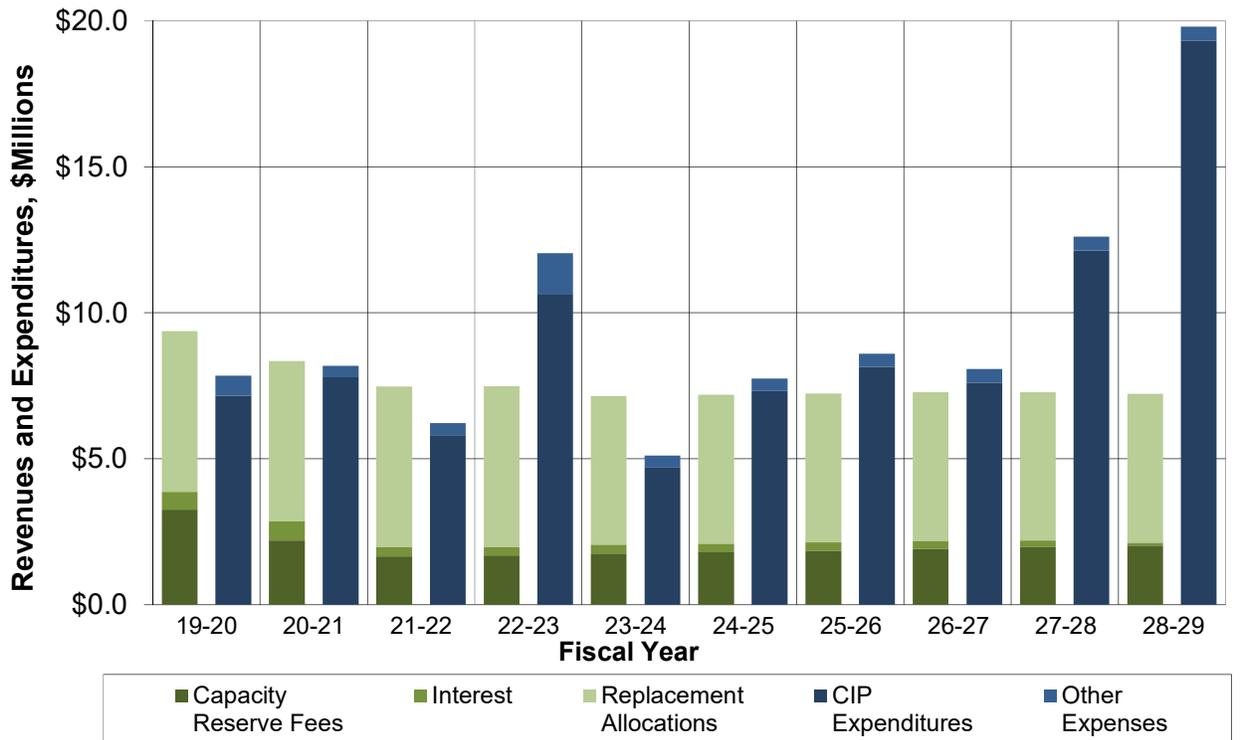
**Table 12 – Water System Replacement Revenue, Expenditures, & Working Capital**

| Fiscal Year | DUEs | Capacity Reserve Fees | Interest   | Replacement Allocations | CIP Expenditures | Other Expenses | Working Capital |
|-------------|------|-----------------------|------------|-------------------------|------------------|----------------|-----------------|
| 19-20       | 795  | \$ 3,258,000          | \$ 613,000 | \$ 5,495,000            | \$ 7,149,000     | \$ 702,000     | \$ 32,168,000   |
| 20-21       | 523  | \$ 2,208,000          | \$ 643,000 | \$ 5,495,000            | \$ 7,783,000     | \$ 398,000     | \$ 32,336,000   |
| 21-22       | 378  | \$ 1,644,000          | \$ 333,000 | \$ 5,495,000            | \$ 5,807,000     | \$ 410,000     | \$ 33,594,000   |
| 22-23       | 378  | \$ 1,693,000          | \$ 287,000 | \$ 5,495,000            | \$ 10,646,000    | \$ 1,400,000   | \$ 29,026,000   |
| 23-24       | 378  | \$ 1,744,000          | \$ 308,000 | \$ 5,095,000            | \$ 4,689,000     | \$ 422,000     | \$ 31,065,000   |
| 24-25       | 378  | \$ 1,796,000          | \$ 302,000 | \$ 5,095,000            | \$ 7,316,000     | \$ 435,000     | \$ 30,510,000   |
| 25-26       | 378  | \$ 1,850,000          | \$ 289,000 | \$ 5,095,000            | \$ 8,143,000     | \$ 448,000     | \$ 29,156,000   |
| 26-27       | 378  | \$ 1,905,000          | \$ 281,000 | \$ 5,095,000            | \$ 7,610,000     | \$ 462,000     | \$ 28,369,000   |
| 27-28       | 378  | \$ 1,962,000          | \$ 228,000 | \$ 5,095,000            | \$ 12,132,000    | \$ 475,000     | \$ 23,050,000   |
| 28-29       | 378  | \$ 2,021,000          | \$ 104,000 | \$ 5,095,000            | \$ 19,308,000    | \$ 490,000     | \$ 10,476,000   |

**Figure 12 - Water Replacement Fund Working Capital**



**Figure 13 - Water Replacement Fund Revenues & Expenditures**



## Water Expansion (Fund 620)

The Water Expansion fund (Fund 620) funds projects which expand or add facilities to treat recycled water and to distribute potable and recycled water. The fund minimum reserve is the greater of two years debt service or the next two years of project expenditures.

### Revenue & Expenditures

The fund has three sources of revenue; 1) Capacity Reserve Fee, 2) Interest, and 3) Other Revenues. In the Two-Year Budget, the ratio of the revenue sources is 79/2/19, respectively. The primary source of revenue to this fund is from Capacity Reserve Fees. Other revenues include plan check and inspection fees, which are estimated based on projected development.

The fund has four expenditure types: 1) CIP Expenditures, and 2) Debt Service, 3) Other Expenses, and 4) Allocated Overhead. The primary, near-term CIP expenditures include the construction of Reservoir 20B (14-W008), budgeted at \$7 million. Other large projects include the construction of Turnout 6 (17-W003), and the fund's share of the Capital Improvements to Increase Water Supply Program – Phase 2 (00-W002). All CIP expenditures are shown in more detail in Table 15 in the following section. The fund is also responsible for the debt service for 2018 refinanced water bond repayment, through 2042 and the DERWA Loan, through 2027. Other expenses include personnel costs for construction inspection, and engineering technicians. These costs are offset by the plan check and inspection fee revenue. Allocated overhead is a function of the aforementioned personnel costs.

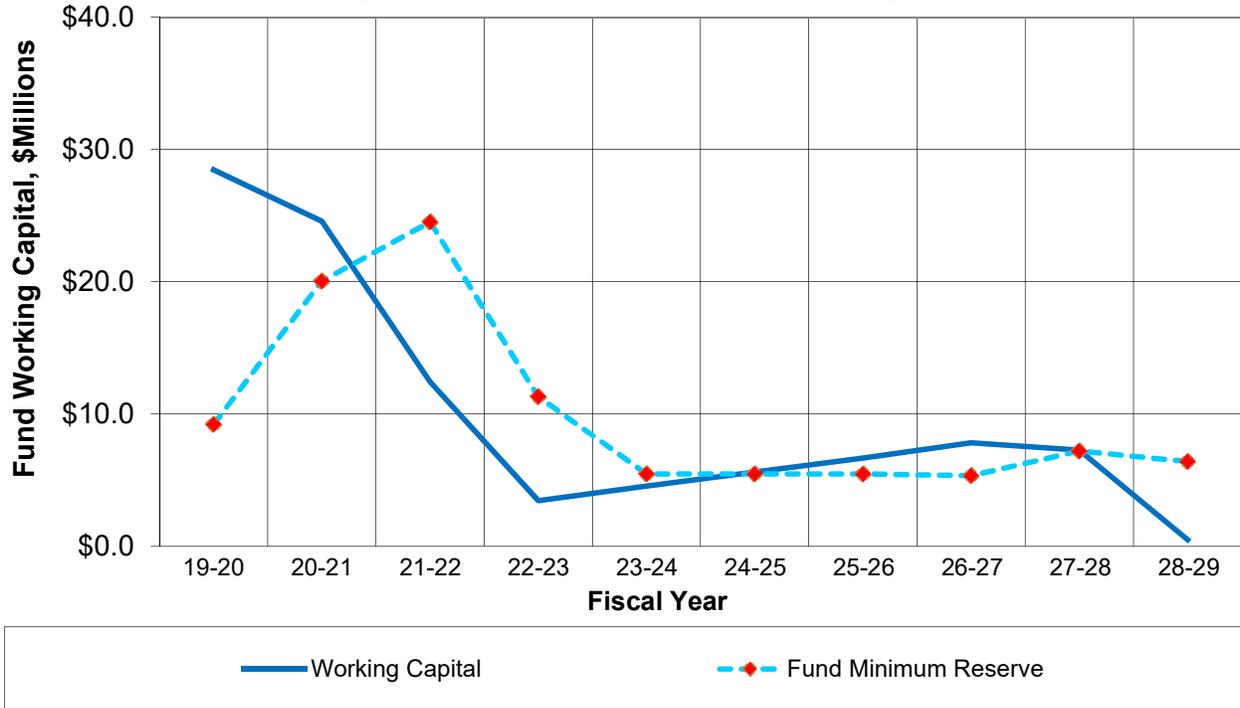
### Working Capital

This fund has seen the most significant changes from the last review, including the increase and acceleration of the Turnout 6 project (20-W015), and the increase to the construction cost for Reservoir 10A (17-W003). This fund is reliant upon development related fees, and in the event of a downturn in the economy, these projects will be evaluated and deferred if necessary. Staff is closely monitoring the development revenue to ensure a healthy fund balance in the fund. Staff will also undertake a Water Capacity Reserve Fee in Fiscal Year 2020, assessing the increased costs mentioned above to generate appropriate revenue for these projects. For the majority of the ten-year period, the working capital remains at or just below fund minimum reserve target.

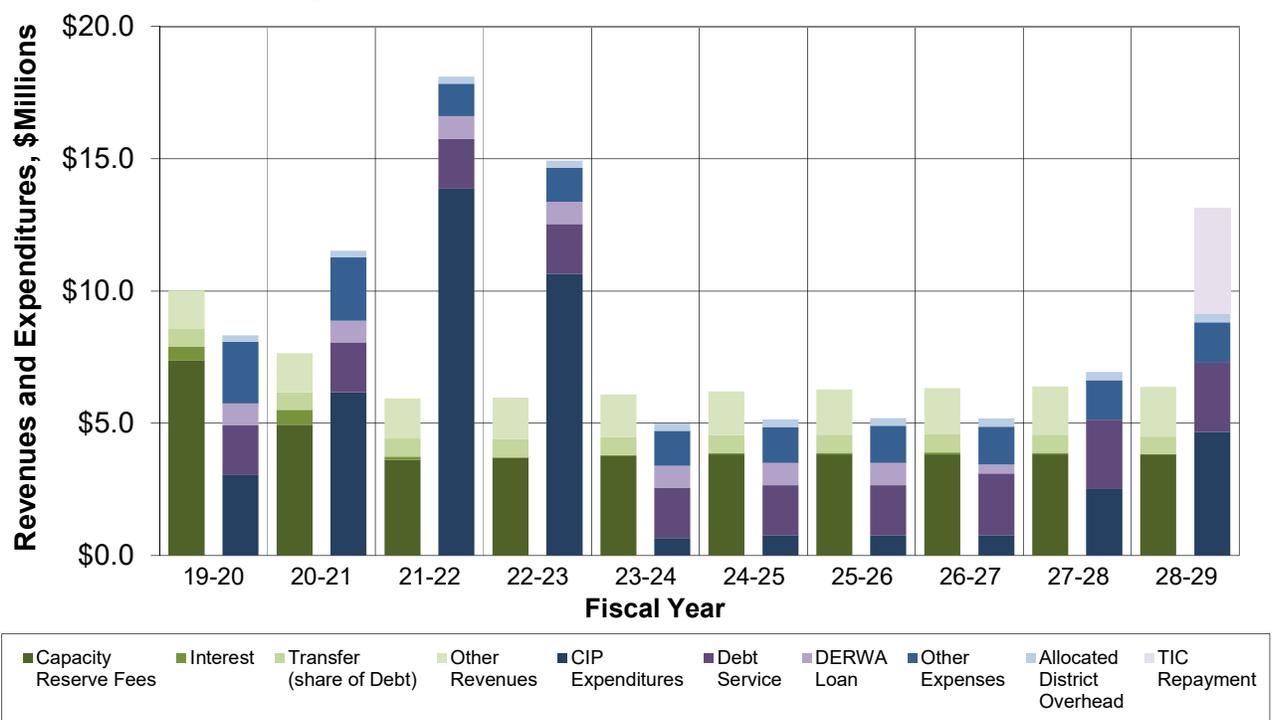
**Table 14 – Water System Expansion Revenue, Expenditures, & Working Capital**

| Fiscal Year | DUEs | Capacity Reserve Fees | Interest  | Other Revenues | CIP Expenditures | Debt Service | DERWA Debt Service | Other Expenses | Allocated District Overhead | Working Capital |
|-------------|------|-----------------------|-----------|----------------|------------------|--------------|--------------------|----------------|-----------------------------|-----------------|
| 19-20       | 795  | \$7,375,000           | \$535,000 | \$1,432,000    | \$ 3,040,000     | \$ 1,881,000 | \$ 823,000         | \$ 2,335,000   | \$ 237,000                  | \$28,458,000    |
| 20-21       | 523  | \$4,933,000           | \$569,000 | \$1,475,000    | \$ 6,172,000     | \$ 1,881,000 | \$ 823,000         | \$ 2,394,000   | \$ 253,000                  | \$24,587,000    |
| 21-22       | 378  | \$3,626,000           | \$123,000 | \$1,519,000    | \$13,866,000     | \$ 1,892,000 | \$ 846,000         | \$ 1,240,000   | \$ 262,000                  | \$12,425,000    |
| 22-23       | 378  | \$3,689,000           | \$ 34,000 | \$1,565,000    | \$10,646,000     | \$ 1,889,000 | \$ 846,000         | \$ 1,277,000   | \$ 271,000                  | \$ 3,459,000    |
| 23-24       | 378  | \$3,753,000           | \$ 45,000 | \$1,612,000    | \$ 662,000       | \$ 1,890,000 | \$ 846,000         | \$ 1,316,000   | \$ 281,000                  | \$ 4,549,000    |
| 24-25       | 378  | \$3,820,000           | \$ 56,000 | \$1,660,000    | \$ 769,000       | \$ 1,890,000 | \$ 846,000         | \$ 1,355,000   | \$ 291,000                  | \$ 5,608,000    |
| 25-26       | 378  | \$3,820,000           | \$ 66,000 | \$1,710,000    | \$ 769,000       | \$ 1,889,000 | \$ 846,000         | \$ 1,396,000   | \$ 301,000                  | \$ 6,678,000    |
| 26-27       | 378  | \$3,820,000           | \$ 78,000 | \$1,761,000    | \$ 769,000       | \$ 2,332,000 | \$ 333,000         | \$ 1,438,000   | \$ 312,000                  | \$ 7,828,000    |
| 27-28       | 378  | \$3,820,000           | \$ 72,000 | \$1,814,000    | \$ 2,519,000     | \$ 2,620,000 | \$ -               | \$ 1,481,000   | \$ 322,000                  | \$ 7,266,000    |
| 28-29       | 378  | \$3,820,000           | \$ 5,000  | \$1,868,000    | \$ 4,675,000     | \$ 2,613,000 | \$ -               | \$ 1,525,000   | \$ 334,000                  | \$ 494,000      |

**Figure 14 - Water Expansion Fund Working Capital**



**Figure 15 - Water Expansion Fund Revenues & Expenditures**



## **Project Expenditures by Fund**

The following tables present CIP Project expenditures by fund. The amounts shown are the District’s costs, net of any grants or other funding. The tables illustrate the portion of estimated cash flow allocated to each fund. When a project is funded by multiple funds, it will appear multiple times, at the appropriate allocated percentage. Expenditures in the “Future” columns include the estimate of expenditures for the next five years beyond the ten-year planning period.

Table 5 – Local Replacement (Fund 210)

Table 7 – Local Expansion (Fund 220)

Table 9 – Regional Replacement (Fund 310)

Table 11 – Regional Expansion (Fund 320)

Table 13 – Water Replacement (Fund 610)

Table 15 – Water Expansion (Fund 610)

**Table 5 - Local Replacement Project Expenditures by Fund**

**CIP 10-Year Plan for Fiscal Years Ending 2020 through 2029**

**Portion of Estimated Cashflow Allocated to Local Wastewater Replacement (Fund 210)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.                              | Project Name  | 210 Split | 2020    | 2021    | 2022    | 2023    | 2024    | 2025    | 2026    | 2027      | 2028      | 2029      | Future    | Total      |
|--------------------------------------|---|-----------|---------|---------|---------|---------|---------|---------|---------|-----------|-----------|-----------|-----------|------------|
| <b>General</b>                       |   |           |         |         |         |         |         |         |         |           |           |           |           |            |
| 20-A024                              | Field Operations Facility - Skylight Replacements                   | 15%       | 12,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 12,000     |
| 16-A004                              | Board Meeting Audio/Video Improvements                              | 10%       | 45,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 45,000     |
| 19-A005                              | District Office Renovation  | 10%       | 207,872 | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 207,872    |
| 20-A002                              | Enterprise Resource Program System Conversion                       | 12%       | 90,600  | 90,600  | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 181,200    |
| 20-A004                              | District Office Roof Repair   | 12%       | 21,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 21,000     |
| 00-A003                              | Street Overlay Modification PROGRAM                                 | 50%       | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000    | 80,000    | 80,000    | 400,000   | 1,200,000  |
| 16-A005                              | Corporation Yard and Administrative Facilities                      | 10%       | 56,070  | 13,489  | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 69,559     |
| T20-13                               | Gleason Drive Property Planning Study                               | 10%       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 20,000    | 20,000     |
| 20-A001                              | Computing Infrastructure Replacement                                | 12%       | 0       | 19,200  | 14,400  | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 33,600     |
| 17-A007                              | Wide Area Network Communications Phase 2                            | 10%       | 0       | 0       | 8,500   | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 8,500      |
| T18-23                               | Fleet Replacement PROGRAM   | 20%       | 0       | 0       | 60,000  | 60,000  | 60,000  | 60,000  | 60,000  | 60,000    | 60,000    | 60,000    | 300,000   | 780,000    |
| T18-24                               | Facilities Asset Replacement PROGRAM                                | 2%        | 0       | 0       | 8,600   | 8,600   | 8,600   | 8,600   | 8,600   | 8,600     | 8,600     | 8,600     | 43,000    | 111,800    |
| T18-02                               | Network Infrastructure and Security                                 | 12%       | 0       | 0       | 0       | 0       | 30,000  | 30,000  | 0       | 60,000    | 0         | 0         | 0         | 120,000    |
| T18-17                               | Electric Vehicle Charging Station                                   | 12%       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 12,000    | 0         | 0         | 0         | 12,000     |
| <b>Regional Wastewater Treatment</b> |   |           |         |         |         |         |         |         |         |           |           |           |           |            |
| 18-P008                              | RWTF Industrial Control Network Security Essentials                 | 11%       | 25,522  | 5,500   | 0       | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 31,022     |
| <b>Wastewater Collection</b>         |   |           |         |         |         |         |         |         |         |           |           |           |           |            |
| T20-05                               | Dublin Court and Dublin Boulevard Sewer Replacement                 | 100%      | 0       | 0       | 0       | 200,000 | 550,000 | 0       | 0       | 0         | 0         | 0         | 0         | 750,000    |
| 00-S020                              | Wastewater Collection System Replacement and Rehabilitation PROGRAM | 100%      | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,000,000 | 1,000,000 | 1,000,000 | 9,000,000 | 14,100,000 |
| 18-S006                              | San Ramon Golf Course 24" Trunk Sewer Rehabilitation                | 100%      | 0       | 0       | 557,500 | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 557,500    |
| 18-S007                              | Alcosta Blvd Sewer Replacement                                      | 100%      | 0       | 0       | 63,500  | 416,875 | 0       | 0       | 0       | 0         | 0         | 0         | 0         | 480,375    |

**Portion of Estimated Cashflow Allocated to Local Wastewater Replacement (Fund 210)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.             | Project Name  | 210 Split | 2020             | 2021           | 2022             | 2023             | 2024             | 2025           | 2026           | 2027             | 2028             | 2029             | Future           | Total             |
|---------------------|---|-----------|------------------|----------------|------------------|------------------|------------------|----------------|----------------|------------------|------------------|------------------|------------------|-------------------|
| 14-S001             | Camp Parks Sewer Rehabilitation Project - Goodfellow Ave North of 8th Street    | 100%      | 0                | 0              | 389,215          | 0                | 0                | 0              | 0              | 0                | 0                | 0                | 0                | 389,215           |
| T14-02              | Camp Parks Sewer Rehabilitation Project - Davis and Cromwell, 8th to 10 Streets | 100%      | 0                | 0              | 0                | 1,113,480        | 0                | 0              | 0              | 0                | 0                | 0                | 0                | 1,113,480         |
| 20-S013             | East Dublin 36" Trunk Sewer Rehabilitation                                      | 100%      | 737,600          | 0              | 0                | 0                | 0                | 0              | 0              | 0                | 0                | 0                | 0                | 737,600           |
| 14-S002             | Camp Parks Sewer Rehabilitation Project - Adams 8th to 10th Streets             | 100%      | 0                | 0              | 469,740          | 0                | 0                | 0              | 0              | 0                | 0                | 0                | 0                | 469,740           |
| T16-50              | Iron Horse Trail Sewer Replacement  | 100%      | 0                | 0              | 0                | 0                | 0                | 449,764        | 0              | 0                | 0                | 0                | 0                | 449,764           |
| 08-2101             | Donahue Dr./Vomac Rd. Relief Sewer  | 100%      | 0                | 0              | 0                | 0                | 0                | 0              | 410,000        | 1,000,000        | 0                | 0                | 0                | 1,410,000         |
| <b>Water System</b> |   |           |                  |                |                  |                  |                  |                |                |                  |                  |                  |                  |                   |
| 15-W004             | Dougherty Road Utilities  | 10%       | 22,500           | 0              | 0                | 0                | 0                | 0              | 0              | 0                | 0                | 0                | 0                | 22,500            |
|                     |   |           | <b>1,598,164</b> | <b>508,789</b> | <b>1,951,455</b> | <b>2,178,955</b> | <b>1,028,600</b> | <b>928,364</b> | <b>858,600</b> | <b>2,220,600</b> | <b>1,148,600</b> | <b>1,148,600</b> | <b>9,763,000</b> | <b>23,333,727</b> |

**Table 7 - Local Expansion Project Expenditures by Fund**

CIP 10-Year Plan for Fiscal Years Ending 2020 through 2029

**Portion of Estimated Cashflow Allocated to Local Wastewater Expansion (Fund 220)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.                      | Project Name  | 220 Split | 2020   | 2021    | 2022    | 2023    | 2024 | 2025 | 2026    | 2027      | 2028 | 2029 | Future    | Total      |
|------------------------------|---|-----------|--------|---------|---------|---------|------|------|---------|-----------|------|------|-----------|------------|
| <b>General</b>               |   |           |        |         |         |         |      |      |         |           |      |      |           |            |
| 16-A005                      | Corporation Yard and Administrative Facilities          | 5%        | 28,035 | 6,744   | 0       | 0       | 0    | 0    | 0       | 0         | 0    | 0    | 0         | 34,779     |
| T20-13                       | Gleason Drive Property Planning Study                   | 5%        | 0      | 0       | 0       | 0       | 0    | 0    | 0       | 0         | 0    | 0    | 10,000    | 10,000     |
| <b>Wastewater Collection</b> |   |           |        |         |         |         |      |      |         |           |      |      |           |            |
| T20-04                       | Dublin Boulevard - Clark Avenue to Sierra Court         | 100%      | 0      | 0       | 175,000 | 500,000 | 0    | 0    | 0       | 0         | 0    | 0    | 0         | 675,000    |
| T20-06                       | Village Parkway - South of Dublin Boulevard             | 100%      | 0      | 0       | 0       | 0       | 0    | 0    | 275,000 | 2,557,000 | 0    | 0    | 0         | 2,832,000  |
| 20-S014                      | Dublin Boulevard - Amador Plaza Road to Village Parkway | 100%      | 0      | 175,000 | 645,000 | 0       | 0    | 0    | 0       | 0         | 0    | 0    | 0         | 820,000    |
| T00-76                       | Dublin Trunk Relief Sewer                               | 100%      | 0      | 0       | 0       | 0       | 0    | 0    | 0       | 0         | 0    | 0    | 6,945,000 | 6,945,000  |
| <b>Water System</b>          |   |           |        |         |         |         |      |      |         |           |      |      |           |            |
| 15-W004                      | Dougherty Road Utilities                                | 5%        | 11,250 | 0       | 0       | 0       | 0    | 0    | 0       | 0         | 0    | 0    | 0         | 11,250     |
|                              |   |           | 39,285 | 181,744 | 820,000 | 500,000 | 0    | 0    | 275,000 | 2,557,000 | 0    | 0    | 6,955,000 | 11,328,029 |

**Table 9 - Regional Replacement Project Expenditures by Fund**

CIP 10-Year Plan for Fiscal Years Ending 2020 through 2029

**Portion of Estimated Cashflow Allocated to Regional Wastewater Replacement (Fund 310)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.                              | Project Name   | 310 Split | 2020      | 2021    | 2022    | 2023    | 2024    | 2025    | 2026    | 2027    | 2028    | 2029    | Future    | Total     |
|--------------------------------------|--|-----------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|-----------|
| <b>General</b>                       |  |           |           |         |         |         |         |         |         |         |         |         |           |           |
| 16-A004                              | Board Meeting Audio/Video Improvements                       | 45%       | 202,500   | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 202,500   |
| 19-A005                              | District Office Renovation                                   | 53%       | 1,101,722 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 1,101,722 |
| 20-A002                              | Enterprise Resource Program System Conversion                | 50%       | 377,500   | 377,500 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 755,000   |
| 20-A004                              | District Office Roof Repair                                  | 50%       | 87,500    | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 87,500    |
| 20-A001                              | Computing Infrastructure Replacement                         | 50%       | 0         | 80,000  | 60,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 140,000   |
| 17-A007                              | Wide Area Network Communications Phase 2                     | 46%       | 0         | 0       | 39,100  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 39,100    |
| T18-23                               | Fleet Replacement PROGRAM                                    | 30%       | 0         | 0       | 90,000  | 90,000  | 90,000  | 90,000  | 90,000  | 90,000  | 90,000  | 90,000  | 450,000   | 1,170,000 |
| T18-24                               | Facilities Asset Replacement PROGRAM                         | 66%       | 0         | 0       | 283,800 | 283,800 | 283,800 | 283,800 | 283,800 | 283,800 | 283,800 | 283,800 | 1,419,000 | 3,689,400 |
| T18-02                               | Network Infrastructure and Security                          | 50%       | 0         | 0       | 0       | 0       | 125,000 | 125,000 | 0       | 250,000 | 0       | 0       | 0         | 500,000   |
| T18-17                               | Electric Vehicle Charging Station                            | 50%       | 0         | 0       | 0       | 0       | 0       | 0       | 0       | 50,000  | 0       | 0       | 0         | 50,000    |
| <b>Regional Wastewater Treatment</b> |  |           |           |         |         |         |         |         |         |         |         |         |           |           |
| 19-P001                              | Facultative Sludge Lagoon (FSL) Anchors                      | 100%      | 220,000   | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 220,000   |
| 20-P010                              | Cogeneration Engine #4                                       | 100%      | 0         | 0       | 470,000 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 470,000   |
| T20-09                               | WWTP Administration Building (Building A) Remodel/Renovation | 100%      | 0         | 0       | 100,000 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 100,000   |
| T20-10                               | Mezzanine in Electrical Shop                                 | 100%      | 0         | 0       | 50,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 50,000    |
| T20-14                               | WWTP/Biosolids Master Plan                                   | 15%       | 0         | 0       | 0       | 127,500 | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 127,500   |
| T20-15                               | Flocculation Baffles in Secondary Clarifiers                 | 100%      | 0         | 0       | 80,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 80,000    |
| 20-P009                              | Holding Basin 1, 2, 3 & 4 Re-Sealing                         | 100%      | 422,500   | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 422,500   |
| 20-P011                              | Building "S" Piping Replacement                              | 100%      | 150,000   | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 150,000   |
| 20-P012                              | RWTF Security Improvements                                   | 100%      | 216,000   | 242,000 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 458,000   |
| 05-3103                              | FSL Piping Improvements                                      | 100%      | 85,703    | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 85,703    |
| 13-S004                              | Pump Stations VFD Replacements                               | 100%      | 200,000   | 545,000 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 745,000   |
| 16-P024                              | RWTF Fire Alarm System Upgrades                              | 100%      | 150,000   | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 150,000   |
| 16-P028                              | Bio-Gas Treatment System Improvements                        | 33%       | 133,094   | 919,050 | 66,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 1,118,144 |
| 16-P0300                             | EPS1 and EPS2 Pump Modifications                             | 100%      | 70,290    | 70,291  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0         | 140,581   |

**Portion of Estimated Cashflow Allocated to Regional Wastewater Replacement (Fund 310)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No. | Project Name   | 310 Split | 2020      | 2021      | 2022    | 2023      | 2024      | 2025      | 2026      | 2027      | 2028      | 2029      | Future     | Total      |
|---------|--|-----------|-----------|-----------|---------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|
| 16-P031 | RWTF Administration Building Improvements                                | 100%      | 75,000    | 0         | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 75,000     |
| 17-P004 | Primary Sedimentation Expansion and Improvements                         | 15%       | 1,112,188 | 862,500   | 540,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 2,514,688  |
| 18-P008 | RWTF Industrial Control Network Security Essentials                      | 52%       | 120,648   | 26,000    | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 146,648    |
| 18-P012 | Inner Sewer Wetwell and Pumping Assessment                               | 100%      | 48,222    | 0         | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 48,222     |
| 18-P011 | Chlorinated Secondary Effluent Process Water System Condition Assessment | 100%      | 0         | 0         | 75,000  | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 75,000     |
| 18-P010 | Biogas Flare Improvements  | 100%      | 150,000   | 1,200,000 | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 1,350,000  |
| 00-3120 | Energy Management PROGRAM  | 75%       | 56,250    | 56,250    | 187,500 | 187,500   | 262,500   | 0         | 0         | 0         | 0         | 0         | 0          | 750,000    |
| 00-P026 | RWTF Replacement and Rehabilitation PROGRAM                              | 100%      | 500,000   | 500,000   | 500,000 | 1,000,000 | 1,500,000 | 2,000,000 | 2,000,000 | 2,500,000 | 3,000,000 | 3,500,000 | 15,000,000 | 32,000,000 |
| 05-3206 | WWTP SCADA Improvements  | 100%      | 905,500   | 1,355,500 | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 2,261,000  |
| 14-P005 | Wet Weather Flow Capacity and Chlorine Contact Tank Dewatering           | 85%       | 0         | 0         | 382,500 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 382,500    |
| 18-P014 | WWTP Recycled and Potable Water Systems                                  | 100%      | 0         | 0         | 200,000 | 124,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 324,000    |
| 18-P017 | Public Outreach Signage at RWTF  | 100%      | 0         | 0         | 100,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 100,000    |
| 18-P002 | WWTP Electrical System Master Plan                                       | 100%      | 0         | 750,000   | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 750,000    |
| 18-P016 | Alum Addition  | 75%       | 0         | 225,000   | 375,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 600,000    |
| 15-P018 | Foul Air Line Rehabilitation   | 100%      | 50,000    | 0         | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 50,000     |
| T16-01  | Hypochlorite Building Rehabilitation                                     | 100%      | 0         | 0         | 340,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 340,000    |
| 20-P006 | Recoating of Digester Interior Covers 3, 2, and 1                        | 100%      | 79,000    | 79,000    | 132,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 290,000    |
| 20-P007 | FSL MCC Improvements   | 100%      | 65,550    | 99,900    | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 165,450    |
| 19-P003 | RWTF Fencing and Security - Phase 2                                      | 100%      | 0         | 0         | 0       | 1,067,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 1,067,000  |
| T16-11  | WWTP Motor Control Center and Distribution Panel "A" Improvements        | 100%      | 0         | 0         | 203,550 | 471,750   | 471,750   | 0         | 0         | 0         | 0         | 0         | 0          | 1,147,050  |
| T16-40  | RWTF Pavement Repair   | 100%      | 0         | 0         | 0       | 325,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 325,000    |
| T16-54  | Odor Reduction Tower Replacement   | 100%      | 0         | 0         | 0       | 1,936,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 1,936,000  |
| T18-15  | Cogeneration Engine Replacement  | 100%      | 0         | 0         | 0       | 20,000    | 1,000,000 | 0         | 0         | 0         | 0         | 0         | 0          | 1,020,000  |
| T16-42  | Nutrient Removal   | 80%       | 0         | 0         | 0       | 0         | 0         | 0         | 0         | 0         | 0         | 5,904,000 | 28,320,000 | 34,224,000 |

**Portion of Estimated Cashflow Allocated to Regional Wastewater Replacement (Fund 310)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.             | Project Name                                   | 310 Split | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | 2026      | 2027      | 2028      | 2029      | Future     | Total      |
|---------------------|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|
| <b>Water System</b> |  |           |           |           |           |           |           |           |           |           |           |           |            |            |
| 16-A016             | District Facilities Security Project - Phase 2 | 10%       | 0         | 0         | 5,000     | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 5,000      |
|                     |  |           | 6,579,168 | 7,387,991 | 4,279,450 | 5,632,550 | 3,733,050 | 2,498,800 | 2,373,800 | 3,173,800 | 3,373,800 | 9,777,800 | 45,189,000 | 93,999,209 |

**Table 11 - Regional Expansion Project Expenditures by Fund**

CIP 10-Year Plan for Fiscal Years Ending 2020 through 2029

**Portion of Estimated Cashflow Allocated to Regional Wastewater Expansion (Fund 320)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.                              | Project Name   | 320 Split | 2020      | 2021      | 2022      | 2023      | 2024       | 2025 | 2026 | 2027 | 2028      | 2029      | Future     | Total      |
|--------------------------------------|--|-----------|-----------|-----------|-----------|-----------|------------|------|------|------|-----------|-----------|------------|------------|
| <b>Regional Wastewater Treatment</b> |  |           |           |           |           |           |            |      |      |      |           |           |            |            |
| T20-14                               | WWTP/Biosolids Master Plan                                     | 85%       | 0         | 0         | 0         | 722,500   | 0          | 0    | 0    | 0    | 0         | 0         | 0          | 722,500    |
| 16-P028                              | Bio-Gas Treatment System Improvements                          | 67%       | 270,222   | 1,865,950 | 134,000   | 0         | 0          | 0    | 0    | 0    | 0         | 0         | 0          | 2,270,172  |
| 17-P004                              | Primary Sedimentation Expansion and Improvements               | 85%       | 6,302,401 | 4,887,500 | 3,060,000 | 0         | 0          | 0    | 0    | 0    | 0         | 0         | 0          | 14,249,901 |
| 14-P005                              | Wet Weather Flow Capacity and Chlorine Contact Tank Dewatering | 15%       | 0         | 0         | 67,500    | 0         | 0          | 0    | 0    | 0    | 0         | 0         | 0          | 67,500     |
| 18-P013                              | Biosolids Dewatering Facility                                  | 100%      | 0         | 0         | 300,000   | 2,225,000 | 12,120,000 | 0    | 0    | 0    | 0         | 0         | 11,900,000 | 26,545,000 |
| 18-P016                              | Alum Addition  | 25%       | 0         | 75,000    | 125,000   | 0         | 0          | 0    | 0    | 0    | 0         | 0         | 0          | 200,000    |
| T10-62                               | Emergency Power for Distribution Panel-D                       | 100%      | 0         | 0         | 0         | 0         | 0          | 0    | 0    | 0    | 0         | 0         | 5,560,000  | 5,560,000  |
| T10-83                               | Cover Primary Clarifiers                                       | 100%      | 0         | 0         | 0         | 0         | 0          | 0    | 0    | 0    | 0         | 4,694,000 | 0          | 4,694,000  |
| T12-08                               | Cover Settled Sewage Channel and Selector                      | 100%      | 0         | 0         | 0         | 0         | 0          | 0    | 0    | 0    | 2,358,000 | 0         | 0          | 2,358,000  |
| T16-42                               | Nutrient Removal   | 20%       | 0         | 0         | 0         | 0         | 0          | 0    | 0    | 0    | 0         | 1,476,000 | 7,080,000  | 8,556,000  |
|                                      |  |           | 6,572,622 | 6,828,450 | 3,686,500 | 2,947,500 | 12,120,000 | 0    | 0    | 0    | 2,358,000 | 6,170,000 | 24,540,000 | 65,223,072 |

**Table 13 - Water Replacement Project Expenditures by Fund**

**CIP 10-Year Plan for Fiscal Years Ending 2020 through 2029**

**Portion of Estimated Cashflow Allocated to Water Replacement (Fund 610)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.                              | Project Name  | 610 Split | 2020    | 2021    | 2022    | 2023    | 2024    | 2025    | 2026    | 2027    | 2028    | 2029    | Future  | Total     |
|--------------------------------------|---|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|
| <b>General</b>                       |   |           |         |         |         |         |         |         |         |         |         |         |         |           |
| 20-A024                              | Field Operations Facility - Skylight Replacements   | 85%       | 68,000  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 68,000    |
| 16-A004                              | Board Meeting Audio/Video Improvements              | 45%       | 202,500 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 202,500   |
| 19-A005                              | District Office Renovation                          | 37%       | 769,126 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 769,126   |
| 20-A002                              | Enterprise Resource Program System Conversion       | 38%       | 286,900 | 286,900 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 573,800   |
| 20-A004                              | District Office Roof Repair                         | 38%       | 66,500  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 66,500    |
| 00-A003                              | Street Overlay Modification PROGRAM                 | 50%       | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 80,000  | 400,000 | 1,200,000 |
| 16-A005                              | Corporation Yard and Administrative Facilities      | 55%       | 308,385 | 74,188  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 382,573   |
| 17-A006                              | District Pavement Rehabilitation                    | 100%      | 0       | 324,630 | 250,000 | 200,000 | 40,000  | 200,000 | 0       | 200,000 | 0       | 0       | 0       | 1,214,630 |
| T20-13                               | Gleason Drive Property Planning Study               | 55%       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 110,000 | 110,000   |
| 20-A001                              | Computing Infrastructure Replacement                | 38%       | 0       | 60,800  | 45,600  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 106,400   |
| 17-A007                              | Wide Area Network Communications Phase 2            | 44%       | 0       | 0       | 37,400  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 37,400    |
| T18-23                               | Fleet Replacement PROGRAM                           | 50%       | 0       | 0       | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 750,000 | 1,950,000 |
| T18-24                               | Facilities Asset Replacement PROGRAM                | 32%       | 0       | 0       | 137,600 | 137,600 | 137,600 | 137,600 | 137,600 | 137,600 | 137,600 | 137,600 | 688,000 | 1,788,800 |
| T18-02                               | Network Infrastructure and Security                 | 38%       | 0       | 0       | 0       | 0       | 95,000  | 95,000  | 0       | 190,000 | 0       | 0       | 0       | 380,000   |
| T18-17                               | Electric Vehicle Charging Station                   | 38%       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 38,000  | 0       | 0       | 0       | 38,000    |
| <b>Joint Powers Authority</b>        |   |           |         |         |         |         |         |         |         |         |         |         |         |           |
| 20-W022                              | DERWA SFUV Wiper Arms Replacement                   | 100%      | 115,460 | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 115,460   |
| 20-W021                              | DERWA TIPS VFD Upgrades                             | 100%      | 28,980  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 28,980    |
| T16-37                               | DERWA Microfiltration Rack and Membrane Replacement | 100%      | 0       | 0       | 0       | 0       | 0       | 0       | 997,500 | 0       | 0       | 0       | 0       | 997,500   |
| <b>Regional Wastewater Treatment</b> |   |           |         |         |         |         |         |         |         |         |         |         |         |           |
| 18-P008                              | RWTF Industrial Control Network Security Essentials | 37%       | 85,846  | 18,500  | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 104,346   |
| 00-3120                              | Energy Management PROGRAM                           | 25%       | 18,750  | 18,750  | 62,500  | 62,500  | 87,500  | 0       | 0       | 0       | 0       | 0       | 0       | 250,000   |

**Portion of Estimated Cashflow Allocated to Water Replacement (Fund 610)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No. | Project Name   | 610 Split | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | 2026      | 2027      | 2028      | 2029       | Future     | Total      |
|---------|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|------------|
| 19-W004 | Valve and Blow-Off Replacement   | 100%      | 1,000,000 | 1,000,000 | 1,000,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 3,000,000  |
| 20-W019 | Automated Water Quality Monitoring                                       | 100%      | 0         | 300,000   | 600,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 900,000    |
| 15-W004 | Dougherty Road Utilities   | 55%       | 123,750   | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 123,750    |
| 16-W009 | Potable Water Supply Reliability Planning                                | 33%       | 99,000    | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 99,000     |
| 16-W012 | Potable Water Pump Station Standby Generators/Emergency Response         | 100%      | 650,000   | 2,390,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 3,040,000  |
| 17-W001 | Automated Water Meter Data Transmission Repeaters                        | 20%       | 21,600    | 4,800     | 4,800     | 4,800     | 16,800    | 4,800     | 4,800     | 4,800     | 4,800     | 0          | 0          | 72,000     |
| 18-W021 | Recycled Water Fire Hydrant Upgrades                                     | 100%      | 140,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 140,000    |
| 16-A016 | District Facilities Security Project - Phase 2                           | 90%       | 0         | 0         | 45,000    | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 45,000     |
| 18-W003 | Reservoir 2 Recoating  | 100%      | 0         | 1,193,500 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 1,193,500  |
| 00-W002 | Capital Improvements to Increase Water Supply PROGRAM - Phase 2          | 75%       | 225,000   | 375,000   | 375,000   | 375,000   | 375,000   | 2,250,000 | 2,250,000 | 2,250,000 | 7,500,000 | 14,025,000 | 0          | 30,000,000 |
| 00-W011 | Water System Replacement and Rehabilitation PROGRAM                      | 100%      | 300,000   | 300,000   | 300,000   | 600,000   | 1,500,000 | 2,000,000 | 2,500,000 | 3,000,000 | 3,000,000 | 4,000,000  | 20,000,000 | 37,500,000 |
| 12-W016 | Reservoir 1B Recoating   | 100%      | 1,625,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 1,625,000  |
| 16-W017 | Water Lines Replacement - Wineberry Area                                 | 100%      | 0         | 0         | 0         | 0         | 2,207,083 | 0         | 0         | 0         | 0         | 0          | 0          | 2,207,083  |
| 18-W004 | MCC Improvements - PS1A and PS3A   | 100%      | 0         | 79,350    | 188,700   | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 268,050    |
| 20-W023 | Camp Parks Water Main - 5th Street, Adams to Davis Street                | 100%      | 0         | 550,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 550,000    |
| 17-W002 | Electrical Service to Reservoir 200B                                     | 100%      | 90,000    | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 90,000     |
| T16-28  | Water Lines Replacement - Tamarack Drive - Village Pkwy to Firethorn Way | 100%      | 0         | 0         | 0         | 1,101,780 | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 1,101,780  |
| T16-29  | Water Lines Replacement - Canterbury Lane and Cardigan Street            | 100%      | 0         | 0         | 0         | 0         | 0         | 1,190,000 | 0         | 0         | 0         | 0          | 0          | 1,190,000  |
| T16-30  | Water Line Replacement Phase 2 - Canterbury Lane                         | 100%      | 0         | 0         | 0         | 0         | 0         | 1,208,770 | 0         | 0         | 0         | 0          | 0          | 1,208,770  |
| 08-6103 | Camp Parks Water Main - Seville Ave to 12th St                           | 100%      | 0         | 0         | 0         | 520,000   | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 520,000    |
| 20-W025 | Pump Station 1A Rehabilitation   | 100%      | 0         | 330,000   | 2,530,000 | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 2,860,000  |
| 00-W001 | Capital Improvement to Increase Water Supply PROGRAM - Phase 1           | 33%       | 77,220    | 165,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 825,000    | 1,067,220  |
| 20-W016 | Camp Parks Water Main - Mitchell Drive, Powell to 8th Streets            | 100%      | 0         | 182,000   | 0         | 0         | 0         | 0         | 0         | 0         | 0         | 0          | 0          | 182,000    |

**Portion of Estimated Cashflow Allocated to Water Replacement (Fund 610)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No. | Project Name   | 610 Split | 2020             | 2021             | 2022             | 2023             | 2024             | 2025             | 2026             | 2027             | 2028              | 2029              | Future            | Total              |
|---------|--|-----------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|--------------------|
| 20-W024 | Camp Parks Water Mains - Cromwell Avenue and 12th Street     | 100%      | 767,000          | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                 | 0                 | 0                 | 767,000            |
| 20-W018 | Reservoir 20A Recoating                                      | 100%      | 0                | 50,000           | 0                | 2,157,300        | 0                | 0                | 0                | 0                | 0                 | 0                 | 0                 | 2,207,300          |
| T16-31  | Water Line Replacement - Ironwood Drive                      | 100%      | 0                | 0                | 0                | 0                | 0                | 0                | 1,210,260        | 0                | 0                 | 0                 | 0                 | 1,210,260          |
| T16-67  | Reservoir Recoating PROGRAM                                  | 100%      | 0                | 0                | 0                | 0                | 0                | 0                | 812,500          | 1,560,000        | 1,260,000         | 560,000           | 344,500           | 4,537,000          |
| T10-86  | Camp Parks Water Mains - Lorrington Street and Monroe Avenue | 100%      | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                 | 355,100           | 0                 | 355,100            |
|         |  |           | <b>7,149,017</b> | <b>7,783,418</b> | <b>5,806,600</b> | <b>5,388,980</b> | <b>4,688,983</b> | <b>7,316,170</b> | <b>8,142,660</b> | <b>7,610,400</b> | <b>12,132,400</b> | <b>19,307,700</b> | <b>23,117,500</b> | <b>108,443,829</b> |

**Table 15 - Water Expansion Project Expenditures by Fund**

CIP 10-Year Plan for Fiscal Years Ending 2020 through 2029

**Portion of Estimated Cashflow Allocated to Water Expansion (Fund 620)**

*\*Amounts shown are District costs net of grants and other fundings*

| CIP No.                       | Project Name  | 620 Split | 2020      | 2021      | 2022       | 2023       | 2024    | 2025    | 2026    | 2027    | 2028      | 2029      | Future    | Total      |
|-------------------------------|---|-----------|-----------|-----------|------------|------------|---------|---------|---------|---------|-----------|-----------|-----------|------------|
| <b>General</b>                |   |           |           |           |            |            |         |         |         |         |           |           |           |            |
| 16-A005                       | Corporation Yard and Administrative Facilities                  | 30%       | 168,210   | 40,466    | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 208,676    |
| T20-13                        | Gleason Drive Property Planning Study                           | 30%       | 0         | 0         | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 60,000    | 60,000     |
| <b>Joint Powers Authority</b> |   |           |           |           |            |            |         |         |         |         |           |           |           |            |
| 16-R014                       | DERWA Recycled Water Plant - Phase 2                            | 100%      | 189,200   | 0         | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 189,200    |
| 16-R018                       | DERWA Supplemental Supply                                       | 100%      | 886,240   | 0         | 0          | 516,780    | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 1,403,020  |
| <b>Water System</b>           |   |           |           |           |            |            |         |         |         |         |           |           |           |            |
| 12-W013                       | Water Main - Fallon Rd, Tassajara Rd to Tassajara Creek         | 100%      | 0         | 315,500   | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 315,500    |
| 15-W004                       | Dougherty Road Utilities  | 30%       | 67,500    | 0         | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 67,500     |
| 16-W009                       | Potable Water Supply Reliability Planning                       | 67%       | 201,000   | 0         | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 201,000    |
| 17-W001                       | Automated Water Meter Data Transmission Repeaters               | 80%       | 86,400    | 19,200    | 19,200     | 19,200     | 67,200  | 19,200  | 19,200  | 19,200  | 19,200    | 0         | 0         | 288,000    |
| 17-W003                       | Reservoir 10A   | 100%      | 150,000   | 0         | 8,605,500  | 9,300,000  | 470,000 | 0       | 0       | 0       | 0         | 0         | 0         | 18,525,500 |
| 00-W002                       | Capital Improvements to Increase Water Supply PROGRAM - Phase 2 | 25%       | 75,000    | 125,000   | 125,000    | 125,000    | 125,000 | 750,000 | 750,000 | 750,000 | 2,500,000 | 4,675,000 | 0         | 10,000,000 |
| 16-R013                       | Water Reuse Demonstration Project                               | 100%      | 0         | 85,000    | 85,000     | 215,000    | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 385,000    |
| 14-W008                       | Reservoir 20B   | 100%      | 560,000   | 4,252,000 | 2,231,000  | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 7,043,000  |
| 00-W001                       | Capital Improvement to Increase Water Supply PROGRAM - Phase 1  | 67%       | 156,780   | 335,000   | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 1,675,000 | 2,166,780  |
| 20-W017                       | Water System Master Plan Update and Operations Plan Update      | 100%      | 0         | 500,000   | 0          | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 500,000    |
| 08-6202                       | Pump Station 20A Improvements                                   | 100%      | 0         | 0         | 0          | 470,000    | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 470,000    |
| 20-W015                       | Turnout 6   | 100%      | 500,000   | 500,000   | 2,800,000  | 0          | 0       | 0       | 0       | 0       | 0         | 0         | 0         | 3,800,000  |
|                               |   |           | 3,040,330 | 6,172,166 | 13,865,700 | 10,645,980 | 662,200 | 769,200 | 769,200 | 769,200 | 2,519,200 | 4,675,000 | 1,735,000 | 45,623,176 |



# Chapter 4: Project Worksheets

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This Chapter provides a more detailed look at individual projects. Each project has a worksheet that presents the following fields:

1. Project Category:
  - a. General
  - b. Joint Powers Authority
  - c. Water System
  - d. Wastewater Collection
  - e. Regional Wastewater Treatment
  
2. Primary Project Fund
3. CIP Number and Project Title
4. Funding Allocation and Allocation Basis
5. Project Manager
6. Status
7. Project Summary
8. CEQA & Reference Documents
9. Ten-Year Cash Flow and Estimated Project Cost

The project worksheets are grouped by project categories, and arranged in the order of project timing. Each category contains an index sheet to provide list of projects contained within that category.



## CIP 10-YEAR PLAN FYEs 2020 through 2029

\* Listed according to project timing from earliest to latest

### CATEGORY: GENERAL

| CIP No.                       | Project Name                                      | Page |
|-------------------------------|---|------|
| <b><u>2-Year Projects</u></b> |   |      |
| 20-A025                       | Capital Outlay - Fiscal Years 2020 & 2021         | 45   |
| 20-A024                       | Field Operations Facility - Skylight Replacements | 46   |
| 16-A004                       | Board Meeting Audio/Video Improvements            | 47   |
| 19-A005                       | District Office Renovation                        | 48   |
| 20-A002                       | Enterprise Resource Program System Conversion     | 49   |
| 20-A004                       | District Office Roof Repair                       | 50   |
| 16-A005                       | Corporation Yard and Administrative Facilities    | 51   |
| 17-A006                       | District Pavement Rehabilitation                  | 52   |
| 20-A001                       | Computing Infrastructure Replacement              | 53   |
| 17-A007                       | Wide Area Network Communications Phase 2          | 54   |
| 00-A003                       | Street Overlay Modification PROGRAM               | 55   |
| <b><u>Future Projects</u></b> |   |      |
| T20-13                        | Gleason Drive Property Planning Study             | 56   |
| T18-02                        | Network Infrastructure and Security               | 57   |
| T18-17                        | Electric Vehicle Charging Station                 | 58   |
| T18-23                        | Fleet Replacement PROGRAM                         | 59   |
| T18-24                        | Facilities Asset Replacement PROGRAM              | 60   |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

### CIP No. 20-A025 Capital Outlay - Fiscal Years 2020 and 2021

Funding Allocation: 58% 310 22% 610 20% 210

**Project Summary:** Capital Outlay is the mechanism for replacing or adding an asset that has a minimum total cost of \$10,000 and a useful life of at least three years. The Capital Outlay for Fiscal Years 2020 and 2021 are shown in the table below.

**Fund Allocation Basis:** Capital Outlay items are funded to the appropriate replacement fund based on the nature and primary use of the item.

#### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20    | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|-----------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 1,762,600 | 491,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      \$2,253,600  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$2,253,600

| Capital Outlay                                  | FY 2020            | FY 2021           | Fund                 | Fund Split |
|---|--------------------|-------------------|----------------------|------------|
| CCTV Truck Replacement                          | \$ 500,000         |                   | Local Replacement    | 100%       |
| District Office Server Room HVAC                | \$ 3,600           |                   | Local Replacement    | 12%        |
| <b>Local Subtotal:</b>                          | <b>\$ 503,600</b>  |                   |                      |            |
| Spare RAS Pump For Secondary Clarifiers         | \$ 16,000          |                   | Regional Replacement | 100%       |
| Vibration and Acoustic Monitoring Equipment     | \$ 100,000         |                   | Regional Replacement | 100%       |
| Mechanical Bird Control                         | \$ 50,000          |                   | Regional Replacement | 100%       |
| Influent Gate Control                           |                    | \$ 120,000        | Regional Replacement | 100%       |
| Environmental Compliant Blasting/Removal System |                    | \$ 50,000         | Regional Replacement | 100%       |
| Instrumentation, Controls, & Electrical         | \$ 90,100          |                   | Regional Replacement | 100%       |
| Air Handler for Influent Pump Room              | \$ 32,000          |                   | Regional Replacement | 100%       |
| Building "R" Retaining Wall                     |                    | \$ 60,000         | Regional Replacement | 100%       |
| Building "A" Sewer Line Replacement/Bursting    | \$ 60,000          |                   | Regional Replacement | 100%       |
| D7 Tractor for Bio-Solids Harvesting            | \$ 250,000         |                   | Regional Replacement | 100%       |
| Service Cart Replacements                       | \$ 77,000          | \$ 11,000         | Regional Replacement | 100%       |
| Small Dump Truck                                | \$ 37,500          |                   | Regional Replacement | 50%        |
| Laboratory Equipment Replacement                | \$ 167,500         | \$ 167,500        | Regional Replacement | 67%        |
| District Office Server Room HVAC                | \$ 17,100          |                   | Regional Replacement | 57%        |
| <b>Regional Subtotal:</b>                       | <b>\$ 897,200</b>  | <b>\$ 408,500</b> |                      |            |
| Arrowboard Sign Trailer                         | \$ 17,500          |                   | Water Replacement    | 100%       |
| Ford Escape                                     | \$ 30,000          |                   | Water Replacement    | 100%       |
| Leak Repair Vehicle                             | \$ 150,000         |                   | Water Replacement    | 100%       |
| Reach Truck                                     | \$ 35,000          |                   | Water Replacement    | 100%       |
| Small Dump Truck                                | \$ 37,500          |                   | Water Replacement    | 50%        |
| Laboratory Equipment Replacement                | \$ 82,500          | \$ 82,500         | Water Replacement    | 33%        |
| District Office Server Room HVAC                | \$ 9,300           |                   | Water Replacement    | 31%        |
| <b>Water Subtotal:</b>                          | <b>\$ 361,800</b>  | <b>\$ 82,500</b>  |                      |            |
| <b>GRAND TOTAL:</b>                             | <b>\$1,762,600</b> | <b>\$ 491,000</b> |                      |            |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Water Replacement (Fund 610)

**CIP No. 20-A024 Field Operations Facility - Skylight Replacements**

Funding Allocation: 85% 610 15% 210

**Project Manager:** Shawn Quinlan

**Status:** New Project

**Project Summary:**

This project will replace all skylights at the Field Operations Facility (FOF). The building was constructed in 1997. The District acquired the property in March 2016, and completed renovations in the spring and summer of 2016. The renovations did not include replacement of the original skylights, many of which are now leaking.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** N/A

**Fund Allocation Basis:** Based on Field Operations staff allocation between water and local wastewater collection.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 80,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**                 **\$80,000**  
 Current Adopted Budget                         \$0  
 Increase/(Decrease)                             \$80,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. 16-A004 Board Meeting Audio/Video Improvements**

Funding Allocation: 45% 310 45% 610 10% 210

**Project Manager:** Jason Ching

**Status:** Continuing Project

**Project Summary:**

This project will retrofit the Boardroom lighting and audio system and install video cameras and video streaming equipment to facilitate quality video streaming and indexing of Board meetings. There will be an additional ongoing annual operating cost for third party support for videoing, streaming, and indexing of the video.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:**

**Fund Allocation Basis:** Project will mainly benefit customers so the allocation is based on revenues by fund.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 100,000 | 450,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$550,000  
 Current Adopted Budget \$245,000  
 Increase/(Decrease) \$305,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

|   |                |                |                |
|---|----------------|----------------|----------------|
| <b>CIP No. 19-A005 District Office Renovation</b> |                |                |                |
| <b>Funding Allocation:</b>                        | 53% <b>310</b> | 37% <b>610</b> | 10% <b>210</b> |

**Project Manager:** Jason Ching

**Status:** Continuing Project

**Project Summary:**

This project will upgrade the District Office furnishings and building systems. The project will 1) replace all the individual office furniture and conference room furniture to match the new furnishings, 2) replace the casework in the reception area, at the permit and customer service counter, in the GM Conference Room, in the mailroom, and in the kitchen/break areas, 3) replace the tile in the main entrance, reception area, hallways, and bathrooms, 4) replace bathroom counters and fixtures, 5) replace the existing fluorescent lights with LED lights, 6) replace the heating system hot water control valves and controllers, and 7) move interior walls to improve the use of the space.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

**Reference:** n/a

**Fund Allocation Basis:** Fund split is based on the same allocation as employee costs, as the building is used by employees to conduct District business.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20    | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 761,280 | 2,078,720 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$2,840,000**  
 Current Adopted Budget              \$2,840,000  
 Increase/(Decrease)                      \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-A002 Enterprise Resource Program System Conversion**

Funding Allocation: 50% 310 38% 610 12% 210

**Project Manager:** Carol Atwood

**Status:** New Project

**Project Summary:**

This project will include procurement and implementation of a new Enterprise Resource Program (ERP). The current ERP is over fifteen years old and the vendor has indicated they it may end support for the product in the coming years. This ERP is used to managed all financial data for the District, including accounting, budget preparation, payroll, purchasing, and utility billing. The project includes system configuration, data migration, data exchange testing, conversion validation, forms and reports planning, end-user training, parallel testing and final transition with technical support. The cost also includes post-conversion legacy system data access.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:** Information Technology Services Master Plan (2017)

**Fund Allocation Basis:** Based on employee allocation

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 755,000 | 755,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$1,510,000

Current Adopted Budget \$0

Increase/(Decrease) \$1,510,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-A004 District Office Roof Repair**

**Funding Allocation:** 50% 310      38% 610      12% 210

**Project Manager:** Shawn Quinlan

**Status:** New Project

**Project Summary:**

This District Office was constructed in 1992, and over time, the roof has developed several leaks in the southern portion (Dublin Boulevard) of the building. This project will reseal the entire metal roof and replace two parapet roof sections, alleviating the leaks.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** To be determined.

**Fund Allocation Basis:** Based on employee allocation.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 175,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$175,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$175,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Water Replacement (Fund 610)

|   |                |                |                |               |
|---|----------------|----------------|----------------|---------------|
| <b>CIP No. 16-A005 Corporation Yard and Administrative Facilities</b> |                |                |                |               |
| <b>Funding Allocation:</b>  | 55% <b>610</b> | 30% <b>620</b> | 10% <b>210</b> | 5% <b>220</b> |

**Project Manager:** Robyn Mutobe

**Status:** Continuing Project

**Project Summary:**

The lease with the US Army for the Field Operations Division (FOD) temporary facilities at Camp Parks terminated in October 2016. In March 2016, the District acquired a commercial building and warehouse at 7035 Commerce Circle in Pleasanton for approximately \$4.9 million. The property is located adjacent to the LAVWMA pump station. Infrastructure including building security, HVAC improvements and control systems, new materials bins, business and SCADA networks, and fencing and parking improvements were completed in spring/summer 2016 and FOD moved to the facility in August 2016. Renovations including a new lobby, new locker rooms, a new mudroom, and kitchen/breakroom improvements along with all new flooring and 1st floor furniture was completed in April 2017. A backup generator, new automatic transfer switchgear, and new uninterruptable power supply (UPS) for the SCADA system and select building loads will be installed in

**CEQA:** Building renovation covered by City of Pleasanton EIR; materials bin work - CEQA NOE filed by DSRSD

**Reference:** Field Operations Division Corporation Yard Study, January 2009.

**Fund Allocation Basis:** Fund split is based upon the estimated Field Operations cost split between potable water, recycled water and sewer activities.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior     | FYE 20  | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-----------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 7,172,960 | 560,700 | 134,888 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                    |
|-------------------------------------|--------------------|
| <b>Total Estimated Project Cost</b> | <b>\$7,868,548</b> |
| Current Adopted Budget              | \$7,584,697        |
| Increase/(Decrease)                 | \$283,851          |



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Water Replacement (Fund 610)

**CIP No. 17-A006 District Pavement Rehabilitation**

Funding Allocation: 100% 610

**Project Manager:** Jackie Yee

**Status:** Continuing Project

**Project Summary:**

This project has evaluated the existing paved access roads at District facilities excluding the Regional Wastewater Treatment Facility. The various access roads will be scheduled for repair, maintenance, or reconstruction based on the evaluation report. The roads were ranked by condition (fair, poor, very poor). Fair condition roads had minor cracking due to roots, lack of proper edging, poor drainage, and expansive soils. Poor condition roads were similar to fair condition roads but were more severe and noted by existing visual damage. Very poor condition roads had complex subsurface and geologic conditions that need in-depth study for recommended design and construction.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

**Reference:** Pavement Investigation Report, Pavement Rehabilitation Project Phase 1, December 12, 2016, Construction Testing Services

**Fund Allocation Basis:** Project is required to maintain existing water assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21  | FYE 22  | FYE 23  | FYE 24 | FYE 25  | FYE 26 | FYE 27  | FYE 28 | FYE 29 | Future |
|--------|--------|---------|---------|---------|--------|---------|--------|---------|--------|--------|--------|
| 20,370 | 0      | 324,630 | 250,000 | 200,000 | 40,000 | 200,000 | 0      | 200,000 | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,235,000**  
 Current Adopted Budget              \$1,235,000  
 Increase/(Decrease)                      \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-A001 Computing Infrastructure Replacement**

Funding Allocation: 50% 310 38% 610 12% 210

**Project Manager:** Information Technology

**Status:** New Project

**Project Summary:**

This project will modernize and replace the computing infrastructure for the processing of multiple database applications including our Enterprise Resource Planning (ERP), Geographic Information System (GIS), Laboratory Information Management System (LIMS) and Computerized Maintenance Management System (CMMS). Blade servers and storage area networks were originally purchased in 2011. By 2022, the equipment will be at least ten years old, three years past best practice replacement schedule of seven years.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:** Best practice for network technology replacement.

**Fund Allocation Basis:** Based on employee allocation.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 160,000 | 120,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$280,000**  
 Current Adopted Budget                            \$0  
 Increase/(Decrease)                                \$280,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. 17-A007 Wide Area Network Communications Phase 2**

Funding Allocation: 46% 310 44% 610 10% 210

**Project Manager:** Jackie Yee

**Status:** Continuing Project

**Project Summary:**

This project will allow for increased access speed and bandwidth at remote sites. Increases in application demands and database systems cause delays in data transmissions and production slowdowns. This project will remove current AT&T leased data lines and install District-owned, multi-strand fiber lines or wireless networks for communications in data and phone systems for faster and bigger-piped communication links. This project will upgrade the existing communication links for the Regional Wastewater Treatment Plant (RWTP) and Field Operations Facility (FOF) in areas of data and phone communications. These upgrades will also allow for future bandwidth requirements in areas of audio and video transmission. Through FYE 2019, the project has completed 1) the fiber connection between the District Office and RWTP, 2) the wireless connection between the District Office and FOF, 3) wireless connection between FOF and RWTP, and 4) purchase and installation of wide area network security appliances to support these connections, and 5) the installation of fiber between RWTP and the new FOF on Commerce Circle and the LAVWMA site. The remaining funds will install fiber between the District Office and the new City of Dublin data center (currently under construction).

**CEQA:** Categorical Exemption [CEQA Guideline 15303]

**Reference:** 2002 Information Technology Master Plan

**Fund Allocation Basis:** Project is replacement-oriented and will use the standard "general capital asset" allocation

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 530,000 | 0      | 0      | 85,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$615,000

Current Adopted Budget \$615,000

Increase/(Decrease) \$0

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. 00-A003 Street Overlay Modification PROGRAM**

Funding Allocation: 50% 210 50% 610

**Project Manager:** Rudy Portugal

**Status:** Continuing Program

**Project Summary:**

The District is required to adjust infrastructure access to any increases in street grades. This project will raise manholes and valve boxes annually in conjunction with overlay projects conducted by the City of Dublin and City of San Ramon using the Tri-Valley Intergovernmental Reciprocal Services Agreement.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

**Reference:** Coordination meetings with City staff.

**Fund Allocation Basis:** Fund split is based upon the number of valve boxes and manholes in the system. There are twice as many valve boxes as manholes, however, manholes cost twice as much to raise. Each project created will be based upon the actual work included.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22  | FYE 23  | FYE 24  | FYE 25  | FYE 26  | FYE 27  | FYE 28  | FYE 29  | Future  |
|-------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 0     | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 | 800,000 |

|                                     |                    |
|-------------------------------------|--------------------|
| <b>Total Estimated Project Cost</b> | <b>\$2,400,000</b> |
| Current Adopted Budget              | \$0                |
| Increase/(Decrease)                 | \$2,400,000        |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Water Replacement (Fund 610)

|   |                |                |                |               |
|---|----------------|----------------|----------------|---------------|
| <b>CIP No. T20-13 Gleason Drive Property Planning Study</b> |                |                |                |               |
| <b>Funding Allocation:</b>                                  | 55% <b>610</b> | 30% <b>620</b> | 10% <b>210</b> | 5% <b>220</b> |

**Project Manager:**

**Status:** Future Project

**Project Summary:**

In May 2007, the District purchased an undeveloped 12.8 acre property on Gleason Drive in Dublin, with the intention of locating a future District facilities on the site. The site is adjacent to other public and light industrial uses. This project will evaluate the use of the site for future district needs such as well facilities, a corporation yard, or office space and include site planning, grading, infrastructure improvements, and construction costs.

**CEQA:** Categorical Exemption [CEQA Guideline 15306].

**Reference:** To be determined.

**Fund Allocation Basis:** Based upon Field Operation cost between potable water, recycled water, and sewer activities.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future  |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 200,000 |

|                                     |                  |
|-------------------------------------|------------------|
| <b>Total Estimated Project Cost</b> | <b>\$200,000</b> |
| Current Adopted Budget              | \$0              |
| Increase/(Decrease)                 | \$200,000        |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

|   |         |         |         |
|---|---------|---------|---------|
| <b>CIP No. T18-02 Network Infrastructure and Security</b> |         |         |         |
| <b>Funding Allocation:</b>                                | 50% 310 | 38% 610 | 12% 210 |

**Project Manager:** **Status:** Future Project

**Project Summary:**

Most “best practices” call for network technology replacement every seven years. This is often the product life-cycle for network switching, communications, and includes the regular faster cycling review for network security. This project will address replacements needed for the business network in years 2024 and 2025, and the Field Operations Facility SCADA network in 2027.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:** Best practice for network technology replacement.

**Fund Allocation Basis:** Based on employee allocation.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24  | FYE 25  | FYE 26 | FYE 27  | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|---------|---------|--------|---------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 250,000 | 250,000 | 0      | 500,000 | 0      | 0      | 0      |

|                                     |                    |
|-------------------------------------|--------------------|
| <b>Total Estimated Project Cost</b> | <b>\$1,000,000</b> |
| Current Adopted Budget              | \$0                |
| Increase/(Decrease)                 | \$1,000,000        |



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. T18-17 Electric Vehicle Charging Station**  
**Funding Allocation: 50% 310 38% 610 12% 210**

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will install electric vehicle charging stations at the Regional Wastewater Treatment Facility, Field Operations Facility, and District Office. Electric vehicles are becoming more common among customers, visitors, and employees, creating an increased demand for charging stations. Providing these facilities is also in line with the District's Green Business Policy.

**CEQA:**

**Reference:** Staff recommendation.

**Fund Allocation Basis:** Based on employee allocation.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27  | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|---------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 100,000 | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$100,000**  
 Current Adopted Budget                            \$0  
 Increase/(Decrease)                                \$100,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Water Replacement (Fund 610)

**CIP No. T18-23 Fleet Replacement PROGRAM**  
**Funding Allocation: 50% 610 30% 310 20% 210**

**Project Manager:**

**Status:** Future Program

**Project Summary:**

This program will set aside annual capital outlay funding to meet the District's vehicle asset replacement requirements in future years. The District will use a comprehensive approach and follow best practice fleet operations to implement a cost effective fleet replacement program. Although not a capital project, this program is included in the CIP planning to make sure that capital outlay cashflow is incorporated to support future rate and fee studies.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:** Current vehicle asset inventory.

**Fund Allocation Basis:** Ratio based on department/function associated with each vehicle.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23  | FYE 24  | FYE 25  | FYE 26  | FYE 27  | FYE 28  | FYE 29  | Future    |
|-------|--------|--------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|
| 0     | 0      | 0      | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |

**Total Estimated Project Cost \$3,900,000**  
 Current Adopted Budget \$0  
 Increase/(Decrease) \$3,900,000

## CIP 10-YEAR PLAN FYEs 2020 through 2029

*\* Listed according to project timing from earliest to latest*

### CATEGORY: JOINT POWERS AUTHORITY

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| CIP No.                       | Project Name  | Page |
|-------------------------------|---|------|
| <b><u>2-Year Projects</u></b> |   |      |
| 20-W022                       | DERWA SFUV Wiper Arms Replacement                   | 60   |
| 16-R014                       | DERWA Recycled Water Plant - Phase 2                | 61   |
| 16-R018                       | DERWA Supplemental Supply                           | 62   |
| 20-W021                       | DERWA TIPS VFD Upgrades                             | 63   |
| <b><u>Future Projects</u></b> |   |      |
| T16-37                        | DERWA Microfiltration Rack and Membrane Replacement | 64   |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: GENERAL

Regional Wastewater Replacement (Fund 310)

**CIP No. T18-24 Facilities Asset Replacement PROGRAM**

Funding Allocation: 66% 310 32% 610 2% 210

**Project Manager:**

**Status:** Future Program

**Project Summary:**

This program will set aside funding to meet the District's facilities asset replacement requirements in future years. The District will use a comprehensive approach and follow best practice to implement a cost effective facilities asset replacement program. This program is included in the CIP planning to assure funding for future repair or replacement of facility related assets, such as roof, HVAC, components, and lighting. The estimated annual replacement cost is based on 1% of the District's total real property value per California Sanitation Risk Management Authority (CSRMA) report dated January 2016.

**CEQA:** CEQA requirement will be evaluated for individual projects at the time of inception.

**Reference:**

**Fund Allocation Basis:** Ratio based on department/function associated with each facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23  | FYE 24  | FYE 25  | FYE 26  | FYE 27  | FYE 28  | FYE 29  | Future    |
|-------|--------|--------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|
| 0     | 0      | 0      | 430,000 | 430,000 | 430,000 | 430,000 | 430,000 | 430,000 | 430,000 | 430,000 | 2,150,000 |

**Total Estimated Project Cost**      **\$5,590,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$5,590,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: JOINT POWERS AUTHORITY

Water Replacement (Fund 610)

**CIP No. 20-W022 DERWA SFUV Wiper Arms Replacement**

**Funding Allocation:** 100% 610

**Project Manager:** DERWA Manager/Robyn

**Status:** New Project

**Project Summary:**

This project will replace the recycled water sand filtration ultraviolet (SFUV) disinfection wiper arms. Most of these arms have been rebuilt once or twice during their fourteen year service life. The project includes 70 new wiper assemblies and 2,800 wiper holders.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

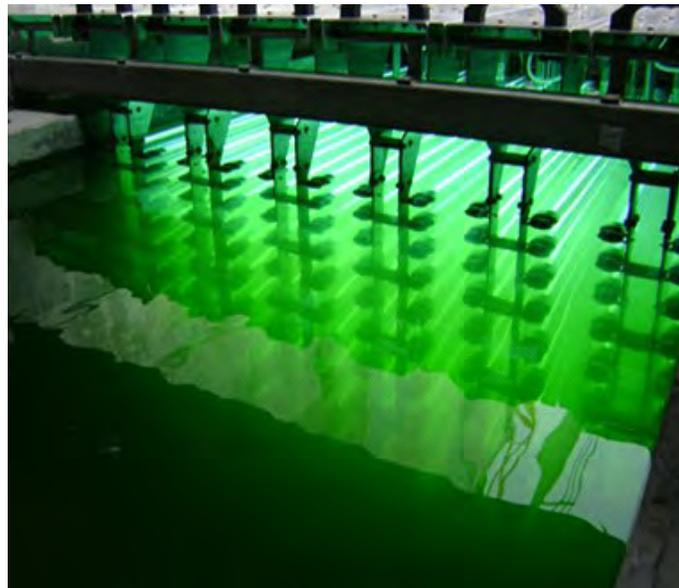
**Reference:** DERWA Fiscal Year 2020 Budget (March 2019)

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 251,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                  |  |
|-------------------------------------|------------------|--|
| <b>Total Estimated Project Cost</b> | <b>\$251,000</b> | <b>DSRSD Net Cost: \$115,460</b>                               |
| Current Adopted Budget              | \$0              | Other Funding: DERWA Project; DSRSD 46%, EBMUD 27%, Pleasanton |
| Increase/(Decrease)                 | \$251,000        | 27%  |



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: JOINT POWERS AUTHORITY

Water Expansion (Fund 620)

**CIP No. 16-R014 DERWA Recycled Water Plant - Phase 2**  
**Funding Allocation: 100% 620**

**Project Manager:** Robyn Mutobe

**Status:** Continuing Project

**Project Summary:**

This DERWA project will expand the DERWA Water Recycling Plant from its design capacity of 9.7 mgd to 16.2 mgd. The project will add a new band screen and ballasted flocculating clarifier and additional tertiary influent pumps, ultraviolet disinfection modules, and Pump Station R1 pumps. The project also includes the replacement of VDFs at Pump Station R1. DSRSD will be responsible for the design and construction of the facility expansion. Per the Agreement for the Sale of Recycled Water by DERWA to DSRSD and EBMUD and the DERWA Pleasanton Agreement, cost of the project will be funded in the same proportion as allocation of future incremental capacity rights.

**CEQA:** CEQA Addendum to 1996 Dublin San Ramon Valley Recycled Water Program EIR

**Reference:** San Ramon Valley Recycled Water Facilities, July 1996; Dublin Recycled Water Expansion Project, Title XVI Feasibility Study, Draft DERWA Recycled Water Treatment Facilities Plan, July 2015.

**Fund Allocation Basis:** Project in support of future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior      | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|------------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 19,186,000 | 400,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**     **\$19,586,000**  
 Current Adopted Budget             \$19,346,000  
 Increase/(Decrease)                 \$240,000

**DSRSD Net Cost: \$9,145,700**  
 Other Funding: \$10,576,300. DERWA project; cost share based on facility capacity allocation. For RWTP: DSRSD 46%, EBMUD 27%, Pleasanton 27% ;For VFD Replacement at PSR1: DSRSD 59%, EBMUD 25%, Pleasanton 16%.



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: JOINT POWERS AUTHORITY

Water Expansion (Fund 620)

**CIP No. 16-R018 DERWA Supplemental Supply**

**Funding Allocation:** 100% 620

**Project Manager:** Steven Delight

**Status:** Continuing Project

**Project Summary:**

This project will provide for a supplemental source of supply to the recycled water program. The recycled water demands are projected to exceed the Regional Wastewater Treatment Facility (RWTF) inflow during peak months until buildout of the Dublin and Pleasanton service areas. This project will identify and construct necessary facilities to provide supplemental water. The project includes the diversion of wastewater from the Central Contra Costa Sanitary District service area to the RWTF and the development of wells in the fringe groundwater basin to supplement the treated recycled water with groundwater.

**CEQA:** CEQA addendum to 1996 EIR prepared by DSRSD and approved by DERWA.

**Reference:** DERWA Permanent Supplemental Supplies - completed studies.

**Fund Allocation Basis:** Project in support of future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20    | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|-----------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 895,000 | 1,528,000 | 0      | 0      | 891,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                    |  |
|-------------------------------------|--------------------|--|
| <b>Total Estimated Project Cost</b> | <b>\$3,314,000</b> | <b>DSRSD Net Cost: \$1,922,120</b>                 |
| Current Adopted Budget              | \$2,496,450        | Other Funding: DERWA project; DSRSD 58%, EBMUD 42% |
| Increase/(Decrease)                 | \$817,550          |  |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: JOINT POWERS AUTHORITY

Water Replacement (Fund 610)

CIP No. 20-W021 DERWA TIPS VFD Upgrades

Funding Allocation: 100% 610

Project Manager: DERWA Manager/Robyn

Status: New Project

### Project Summary:

The existing VFDs for the three original TIPS pumps are 15+ years old and have become obsolete. The scope of this project is to upgrade the three VFDs to a current make and model. While performing the VFD upgrade, the industrial control network will also be upgraded to Ethernet to allow for ease of maintenance and faster recoveries from breakdowns. The project includes installation, PLC programming, SCADA configuration, testing, and startup.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** DERWA Fiscal Year 2020 Budget (March 2019)

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 63,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                 |  |
|-------------------------------------|-----------------|--|
| <b>Total Estimated Project Cost</b> | <b>\$63,000</b> | <b>DSRSD Net Cost: \$ 28,980</b>                               |
| Current Adopted Budget              | \$0             | Other Funding: DERWA Project; DSRSD 46%, EBMUD 27%, Pleasanton |
| Increase/(Decrease)                 | \$63,000        | 27%  |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: JOINT POWERS AUTHORITY

Water Replacement (Fund 610)

**CIP No. T16-37 DERWA Microfiltration Rack and Membrane Replacement**

**Funding Allocation:** 100% 610

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will replace the microfiltration/ultraviolet (MF/UV) facility membrane racks with an open platform membrane system designed for membrane module interchangeability for more competitive membrane pricing. The membranes will also be replaced. The MF/UV system was constructed in 1998 and the membrane racks will be at the end of their useful life by 2025.

**CEQA:** Categorical Exemption [CEQA Guidelines 15301, 15303].

**Reference:** Microfiltration Membrane Replacement Evaluation, Carollo Engineers, October 2014.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26    | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 3,500,000 | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$3,500,000

**DSRSD Net Cost:** \$997,500

Current Adopted Budget \$0

Other Funding: Pleasanton/DERWA share of cost \$2,502,500 based on DERWA Agreement for Sale of RW Water to EBMUD and DSRSD, July 2003.

Increase/(Decrease) \$3,500,000





## CIP 10-YEAR PLAN FYEs 2020 through 2029

\* Listed according to project timing from earliest to latest

### CATEGORY: WATER SYSTEM

| CIP No.                       | Project Name   | Page |
|-------------------------------|--|------|
| <b><u>2-Year Projects</u></b> |  |      |
| 19-W004                       | Valve and Blow-Off Replacement   | 66   |
| 20-W019                       | Automated Water Quality Monitoring                                       | 67   |
| 12-W013                       | Water Main - Fallon Rd, Tassajara Rd to Tassajara Creek                  | 68   |
| 15-W004                       | Dougherty Road Utilities   | 69   |
| 16-W009                       | Potable Water Supply Reliability Planning                                | 70   |
| 16-W012                       | Potable Water Pump Station Standby Generators/Emergency Response         | 71   |
| 17-W001                       | Automated Water Meter Data Transmission Repeaters                        | 72   |
| 17-W003                       | Reservoir 10A  | 73   |
| 18-W021                       | Recycled Water Fire Hydrant Upgrades                                     | 74   |
| 18-W003                       | Reservoir 2 Recoating  | 75   |
| 12-W016                       | Reservoir 1B Recoating   | 76   |
| 14-W008                       | Reservoir 20B  | 77   |
| 16-W017                       | Water Lines Replacement - Wineberry Area                                 | 78   |
| 18-W004                       | MCC Improvements - PS1A and PS3A   | 79   |
| 20-W023                       | Camp Parks Water Main - 5th Street, Adams to Davis Street                | 80   |
| 17-W002                       | Electrical Service to Reservoir 200B                                     | 81   |
| 08-6103                       | Camp Parks Water Main - Seville Ave to 12th St                           | 82   |
| 20-W025                       | Pump Station 1A Rehabilitation   | 97   |
| 20-W016                       | Camp Parks Water Main - Mitchell Drive, Powell to 8th Streets            | 83   |
| 20-W017                       | Water System Master Plan Update and Operations Plan Update               | 84   |
| 20-W024                       | Camp Parks Water Mains - Cromwell Avenue and 12th Street                 | 85   |
| 20-W018                       | Reservoir 20A Recoating  | 86   |
| 20-W015                       | Turnout 6  | 87   |
| 00-W002                       | Capital Improvements to Increase Water Supply PROGRAM - Phase 2          | 88   |
| 00-W011                       | Water System Replacement and Rehabilitation PROGRAM                      | 89   |
| 00-W001                       | Capital Improvement to Increase Water Supply PROGRAM - Phase 1           | 90   |
| <b><u>Future Projects</u></b> |  |      |
| 16-A016                       | District Facilities Security Project - Phase 2                           | 92   |
| 16-R013                       | Water Reuse Demonstration Project  | 93   |
| T16-28                        | Water Lines Replacement - Tamarack Drive - Village Pkwy to Firethorn Way | 94   |
| T16-29                        | Water Lines Replacement - Canterbury Lane and Cardigan Street            | 95   |

## CIP 10-YEAR PLAN FYEs 2020 through 2029

*\* Listed according to project timing from earliest to latest*

### CATEGORY: WATER SYSTEM

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| CIP No. | Project Name   | Page |
|---------|--|------|
| T16-30  | Water Line Replacement Phase 2 - Canterbury Lane         | 96   |
| T16-31  | Water Line Replacement - Ironwood Drive                  | 98   |
| T10-86  | Camp Parks Water Mains - Loring Street and Monroe Avenue | 99   |
| 08-6202 | Pump Station 20A Improvements                            | 100  |
| T16-67  | Reservoir Recoating PROGRAM                              | 101  |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 19-W004 Valve and Blow-Off Replacement**

Funding Allocation: 100% 610

**Project Manager:** Jason Ching

**Status:** Continuing Project

**Project Summary:**

This project will repair/replace line and blow off valves throughout the water distribution system. Many of the line valves have broken over time and are located in the older parts of the service area. Repairing or replacing the valves is essential for system operation and minimizes the area for shutdowns. Blow off valves will also be strategically replaced within the water distribution system. The blow off valves will be replaced with larger valves that will improve flushing velocity and efficiency, which will improve water quality.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** Field Operations Request

**Fund Allocation Basis:** Project is required to replace existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20    | FYE 21    | FYE 22    | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|-----------|-----------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|
| 250,000 | 1,000,000 | 1,000,000 | 1,000,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$3,250,000**  
 Current Adopted Budget              \$250,000  
 Increase/(Decrease)                  \$3,000,000



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 20-W019 Automated Water Quality Monitoring**

Funding Allocation: 100% 610

**Project Manager:** Irene Suroso

**Status:** New Project

**Project Summary:**

This project will install water quality monitors at all District potable and recycled water reservoirs, pump stations and turnouts. Analyzers will focus on key water quality indicators such as chlorine, fluoride and ammonia as well as other useful parameters. Data collected from analyzers will be used to track water quality effects resulting from operational strategy improvements and facilities upgrades.

**CEQA:**

**Reference:**

**Fund Allocation Basis:**

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 300,000 | 600,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$900,000**

Current Adopted Budget                            \$0

Increase/(Decrease)                                \$900,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 12-W013 Water Main - Fallon Rd, Tassajara Rd to Tassajara Creek**

Funding Allocation: 100% 620

**Project Manager:** Steven Delight

**Status:** Continuing Project

**Project Summary:**

This development project installed 400 feet of 16-inch water main in Pressure Zone 2 and 1,700 feet of 20-inch water main in Pressure Zone 3 on Fallon Road. The project has been accepted by the District from the developer. However, the associated developer reimbursement will be disbursed when funds are available per Board policy or direction.

**CEQA:** EIR certified by City of Dublin 5/10/1993.

**Reference:** Pinn Bros. AWFA dated 7/27/2004 for Silveria Property - Phase IV.

**Fund Allocation Basis:** Project in support of future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 315,500 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$315,500**  
 Current Adopted Budget                    \$315,500  
 Increase/(Decrease)                         \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

|   |                |                |                |               |  |
|---|----------------|----------------|----------------|---------------|--|
| <b>CIP No. 15-W004 Dougherty Road Utilities</b> |                |                |                |               |  |
| <b>Funding Allocation:</b>                      | 55% <b>610</b> | 30% <b>620</b> | 10% <b>210</b> | 5% <b>220</b> |  |

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

This project will install fiber optic conduit and construct a short segment of recycled water pipeline in conjunction with the City of Dublin Dougherty Road Widening Project and complete a portion of the conduit that leads to the Gleason property. The majority of the fiber optic conduit required is in place with the exception of a section in Dougherty Road. With this project, the District will install two 4-inch fiber optic conduits starting at Sierra Lane and Dougherty Road and proceed north to an existing pull box at Scarlett Drive and Dougherty Road. The District will also extend an 8-inch recycled water line from the existing 30-inch DERWA main in Dougherty Road and one 4-inch fiber optic conduit into Camp Parks at Eighth Street.

**CEQA:** Categorical Exemption [CEQA Guideline 15303]

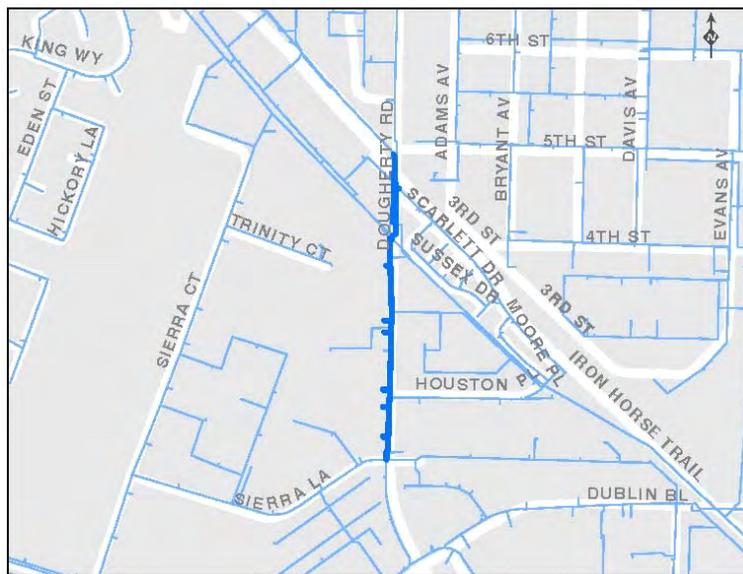
**Reference:** City of Dublin Dougherty Road Widening Project

**Fund Allocation Basis:** Based on number of facilities associated with each fund.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 135,000 | 225,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$360,000**  
 Current Adopted Budget                    \$135,000  
 Increase/(Decrease)                        \$225,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 16-W009 Potable Water Supply Reliability Planning**

Funding Allocation: 67% 620 33% 610

**Project Manager:** Judy Zavadil

**Status:** Continuing Project

**Project Summary:**

This program will fund water supply projects that would permanently reduce the District’s reliance on the State Water Project and/or bridge the gap from the present to the time in the future when the State Water Project Delta Conveyance Facilities first go into operation. The primary goal is to maintain or improve upon the District’s current water supply reliability level through a diversification of its supply portfolio. The project is also funding the District’s portion of the Tri-Valley Potable Reuse Feasibility Study which is an interagency effort among the signatories of the Tri-Valley Intergovernmental Reciprocal Services Master Agreement. It will also fund recommended technical studies in support of a potable reuse project.

**CEQA:** To be determined.

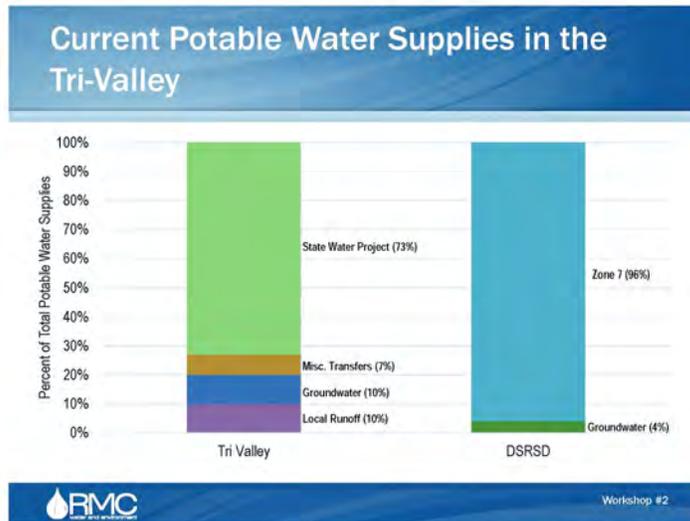
**Reference:** Long Term Alternative Water Supply Study, 2015.

**Fund Allocation Basis:** Fund split is based on future expansion customers and reliability for existing customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 500,000 | 300,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$800,000**  
 Current Adopted Budget                    \$500,000  
 Increase/(Decrease)                        \$300,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 16-W012 Potable Water Pump Station Standby Generators/Emergency Response**

**Funding Allocation:** 100% 610

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

The 2016 Water Master Plan evaluated the overall potable water system to meet recommended planning and design criteria. Pumping criteria is met under normal operating conditions. However in the event of power outages, pumping criteria will not be met, eventually leading to a loss of fire protection. A power outage can be caused by several factors - storms, extreme heat, seismic event, localized issues with the power grid, etc. At this time, there is only one pump station in the water distribution system with a permanent standby generator. The Master Plan recommended adding permanent standby generators at PS 2C, 3A, 20B, 200A, and 300B. This project will confirm those locations and evaluate if they should be permanent or mobile generators. It will also evaluate the potential for permanent and/or mobile generators at all pumping stations. The permanent standby generators will allow our water system operators to move water up to each of the distribution zones, increasing system reliability.

**CEQA:** Categorical Exemption [CEQA Guideline 15303].

**Reference:** 2016 Water System Master Plan

**Fund Allocation Basis:** Project is required to maintain existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21    | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 650,000 | 2,390,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$3,040,000**

Current Adopted Budget              \$3,040,000

Increase/(Decrease)                      \$0

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 17-W001 Automated Water Meter Data Transmission Repeaters**  
**Funding Allocation:** 80% 620      20% 610

**Project Manager:** Dan Lopez

**Status:** Continuing Project

**Project Summary:**

This project will install Automatic Meter Integration (AMI) repeaters and Tower Gateway Base Stations (TBS) to correct existing data transmission problems and avoid similar future problems in anticipated high density residential developments. The combination of repeaters and TBS needed will be determined by vendor's expert inspection of existing neighborhoods and review of plans as submitted. The project will result in better billing system operation, improved accuracy and reduction in staff time for manually correcting inaccurate or missing readings.

**CEQA:** Categorical Exemption [CEQA Guideline 15303]

**Reference:** Customer Service staff recommendation

**Fund Allocation Basis:** Ratio of cost to maintain existing equipment vs. cost of equipment to support new water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 108,000 | 24,000 | 24,000 | 24,000 | 84,000 | 24,000 | 24,000 | 24,000 | 24,000 | 0      | 0      |

**Total Estimated Project Cost**      **\$360,000**  
 Current Adopted Budget              \$360,000  
 Increase/(Decrease)                      \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 17-W003 Reservoir 10A**

Funding Allocation: 100% 620

**Project Manager:** Robyn Mutobe

**Status:** Continuing Project

**Project Summary:**

This project will replace the existing 3.0 million gallon reservoir with a new 4.1 million gallon reservoir. Existing Reservoir 10A was constructed in the 1940s as an open cut reservoir as part of the Camp Parks water system. It currently serves Zone 1 in central Dublin, however, the bottom elevation is about 15 feet above the rest of the zone’s hydraulic grade line, creating operational difficulties. The recently approved 2016 Water System Master Plan identified a storage deficiency of 1.1 million gallons within Zone 1. The master plan reviewed potential sites to construct a new tank to fill the deficiency. The master plan recommended that the most economical course of action to mitigate the storage deficiency would be to demolish the existing reservoir and replace it with a larger reservoir that is at the correct elevation. This will gain additional storage, set the tank at the correct elevation, eliminate operational difficulties, and replace a 70 year old asset.

**CEQA:** CEQA Mitigated Negative Declaration/EIR

**Reference:** 2016 Water System Master Plan

**Fund Allocation Basis:** Project is required to provide water storage capacity for future development.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21 | FYE 22    | FYE 23    | FYE 24  | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|--------|-----------|-----------|---------|--------|--------|--------|--------|--------|--------|
| 574,450 | 150,000 | 0      | 8,605,500 | 9,300,000 | 470,000 | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**     **\$19,099,950**  
 Current Adopted Budget             \$7,636,000  
 Increase/(Decrease)                 \$11,463,950



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 18-W021 Recycled Water Fire Hydrant Upgrades**

Funding Allocation: 100% 610

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

This project will replace 12 recycled water fire hydrants in Eastern Dublin, Western Dublin, and Dougherty Valley from dry-barrel hydrants to wet-barrel hydrants. Without frequent maintenance, the current dry-barrel hydrant valves seize up and require costly repair. The new wet-barrel hydrant will include a break-off check valve assembly so that if it is hit and broken off, the check valve shuts, preventing the loss of water, water pressure, and a recycled water spill.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** Field Operations request

**Fund Allocation Basis:** Project is required to replace existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 35,000 | 140,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$175,000**  
 Current Adopted Budget                \$175,000  
 Increase/(Decrease)                        \$0

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 18-W003 Reservoir 2 Recoating**

Funding Allocation: 100% 610

**Project Manager:** Robyn Mutobe

**Status:** New Project

**Project Summary:**

This project will recoat the exterior and interior of Reservoir 2, which was constructed in 1964. The reservoir was cleaned and inspected in 2016. The inspection report indicated that there are multiple coating blisters on the interior surfaces and areas of corrosion on the roof. The interior and exterior coatings are original. The project will also recoat all tank and piping appurtenances including the roof hatch and vents, interior and exterior ladders, manways, inlet, outlet, and overflow pipes. A new cathodic protection system will also be installed to replace the original system.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

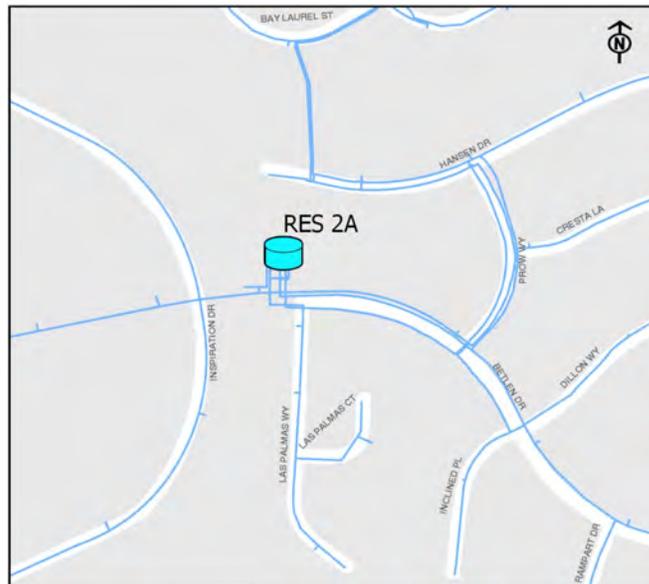
**Reference:** 2016 Department of Health Inspection Report

**Fund Allocation Basis:** Project is required to maintain existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21    | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 1,193,500 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,193,500**  
 Current Adopted Budget              \$490,000  
 Increase/(Decrease)                  \$703,500



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 12-W016 Reservoir 1B Recoating**

Funding Allocation: 100% 610

**Project Manager:** Steven Delight

**Status:** Continuing Project

**Project Summary:**

This project will recoat the exterior and interior of Reservoir 1B, which was constructed in 1961. The reservoir was cleaned and inspected in 2016. The inspection report indicated that there are multiple coating blisters on the interior surfaces and areas of corrosion on the roof. The interior and exterior coatings are original. The project will also recoat all tank and piping appurtenances including the roof hatch and vents, interior and exterior ladders, manways, inlet, outlet, and overflow pipes. A new cathodic protection system will also be installed to replace the original system for all reservoirs. Reservoir 1B is a four million gallon (MG) shared facility with 2.35 MG owned by DSRSD and 1.65 MG owned by Zone 7. Per Basic Agreement for Construction and Joint Use of 4MG Dougherty Reservoir and Appurtenant Facilities dated April 19, 1983, DSRSD pays for 50% of operations and maintenance costs.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

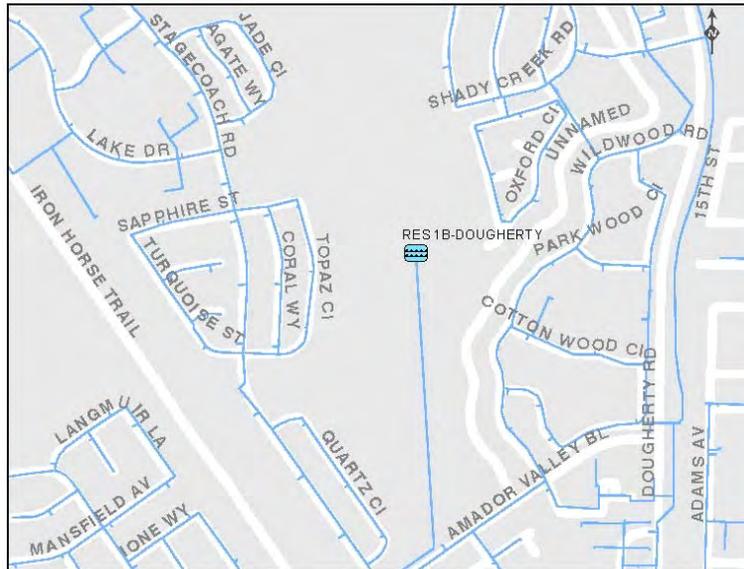
**Reference:** 2016 Dept. of Health Services inspection report; video testing report.

**Fund Allocation Basis:** Project is required to maintain existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20    | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 1,625,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,625,000**  
 Current Adopted Budget              \$1,025,000  
 Increase/(Decrease)                  \$600,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 14-W008 Reservoir 20B**

Funding Allocation: 100% 620

**Project Manager:** Jackie Yee

**Status:** New Project

**Project Summary:**

Reservoir 20B will provide potable water storage capacity for eastern Dublin and, in combination with existing Pump Station 300B, will provide potable water to Dougherty Valley. The 1.3 million gallon potable water reservoir will be constructed in eastern Dublin. Depending on location of the reservoir, up to 8,700 linear feet of 12-inch Zone 2 pipeline will be needed to integrate the reservoir into the water system, and property acquisition may be required. Project implementation will be dependent on future development growth in service areas.

**CEQA:** CEQA Initial Study/Mitigated Negative Declaration

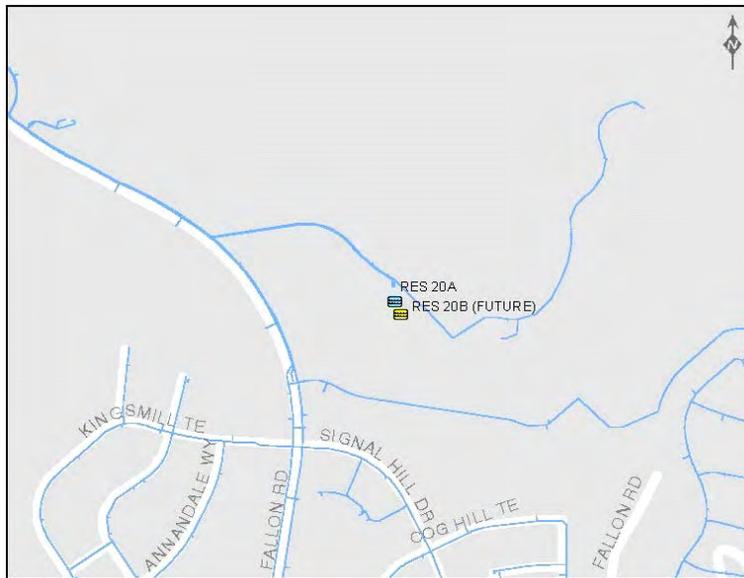
**Reference:** 2016 Water Master Plan Update

**Fund Allocation Basis:** Project in support of future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21    | FYE 22    | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|-----------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|
| 710,000 | 560,000 | 4,252,000 | 2,231,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$7,753,000**  
 Current Adopted Budget              \$7,150,000  
 Increase/(Decrease)                  \$603,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 16-W017 Water Lines Replacement - Wineberry Area**

Funding Allocation: 100% 610

**Project Manager:** Jason Ching

**Status:** New Project

**Project Summary:**

This project will replace approximately 4400 feet of 8-inch asbestos concrete pipe (ACP) potable water lines, services, and appurtenances on Wineberry Way, Cypress Court, Locust Place - South and North, and Mulberry Place. This area has a history of leaks and water service repairs.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

**Reference:** Maintenance service history

**Fund Allocation Basis:** Project is required to replace existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24    | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|
| 117   | 0      | 0      | 0      | 0      | 2,207,083 | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$2,207,200**  
 Current Adopted Budget              \$2,207,200  
 Increase/(Decrease)                      \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 18-W004 MCC Improvements - PS1A and PS3A**

Funding Allocation: 100% 610

**Project Manager:** Maurice Atendido

**Status:** New Project

**Project Summary:**

The motor control centers (MCCs) at Pump Station 1A and Pump Station 3A are over 30 years old and replacement parts (i.e. starters, circuit breakers, protective devices, power monitoring equipment, etc.) require modifications to existing MCC buckets because exact replacements are no longer readily available. Pump Station 1A is a critical pump station since it is the only Pressure Zone 1 pump station in western Dublin. The District will also evaluate the rehabilitation of Pump Station 1A in a separate project in FY21 (CIP No. 20-W025). The two projects will be coordinated as to not improve the MCC in Pump Station 1A if it is found that the rehabilitation will include MCC improvements.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** None.

**Fund Allocation Basis:** Project is required to replace existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 79,350 | 188,700 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$268,050**  
 Current Adopted Budget                \$268,050  
 Increase/(Decrease)                        \$0

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

CIP No. 20-W023 Camp Parks Water Main - 5th Street, Adams to Davis Street

Funding Allocation: 100% 610

Project Manager: Steven Delight

Status: New Project

**Project Summary:**

This project will replace approximately 1,100 feet of 8-inch potable water main, including services and valves. The existing water main is located in the front yard of homes along 5th Street. The new pipeline will be installed in accordance with District Standards and will be located within 5th Street. The developer working on the "Boulevard" project will complete the work, and the District will issue a reimbursement for a portion of the work.

CEQA: TBD

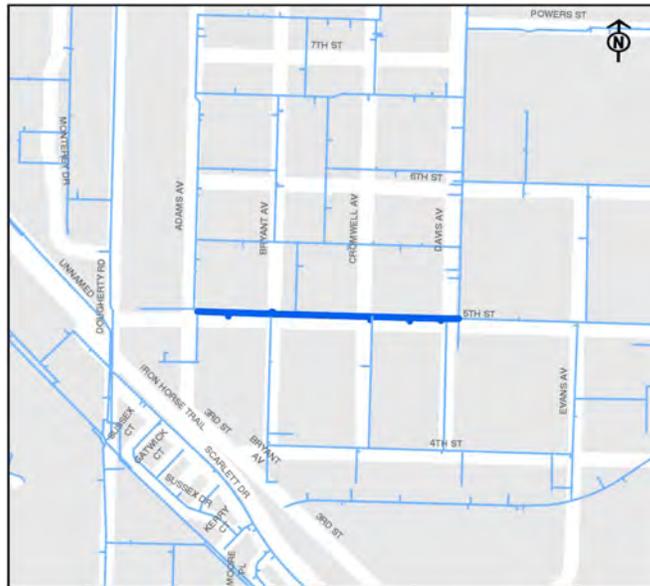
Reference: Water Replacement Asset Management Model

Fund Allocation Basis: Project is required to maintain existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 550,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$550,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$550,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 17-W002 Electrical Service to Reservoir 200B**

Funding Allocation: 100% 610

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

This project will install PG&E service for Reservoir 200B, which is currently using a solar panel that requires frequent maintenance. The project includes property rights, new conduit, and a PG&E service pedestal.

**CEQA:** Categorical Exemption [CEQA Guideline 15303].

**Reference:** Electrical and Instrumentation staff recommendation.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 143,700 | 90,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$233,700**  
 Current Adopted Budget                    \$585,800  
 Increase/(Decrease)                        (\$352,100)



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 08-6103 Camp Parks Water Main - Seville Ave to 12th St**

Funding Allocation: 100% 610

**Project Manager:** Jason Ching

**Status:** New Project

**Project Summary:**

This project will provide additional capacity to meet fire flows deficiencies in central Dublin due to revised fire department regulations. This project will design and install 1420 feet of 12-inch water main in 12th Street from Seville Avenue to the east end of 12th Street (northwest corner of U.S. Department of Justice) located in Camp Parks. This project will be coordinated with Camp Parks development.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

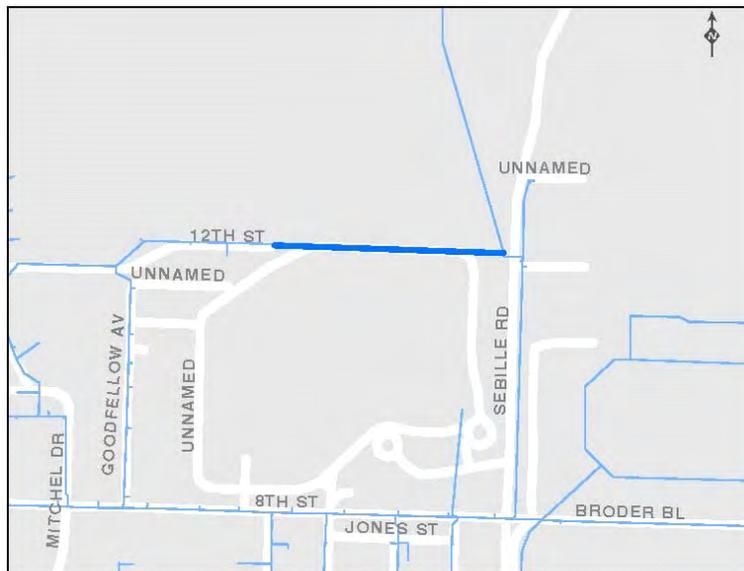
**Reference:** Fire Department Regulations

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 520,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$520,000**  
 Current Adopted Budget              \$444,600  
 Increase/(Decrease)                  \$75,400



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

## CIP No. 20-W025 Pump Station 1A Rehabilitation

Funding Allocation: 100% 610

Project Manager: Robyn Mutobe

Status: New Project

### Project Summary:

This project will upgrade or replace Pump Station 1A. Pump Station 1A pumps water from the Zone 7 water system to the District's Zone 1 distribution system on the west side. The suction and discharge manifolds cause high head loss, inefficiency, and pump cavitation. The project will also study upgrading or replacing the pump station at the existing location or possibly relocating it to the Turnout 1 site. Fluoride storage and injection equipment housed at the facility will also be upgraded.

CEQA: Categorical Exemption [CEQA Guideline \_\_\_\_\_].

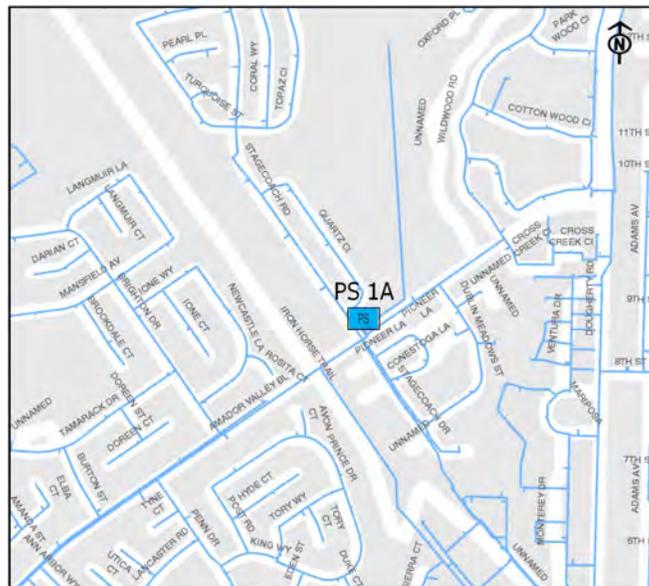
Reference: To be determined.

Fund Allocation Basis: Project is required to replace existing water assets.

### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21  | FYE 22    | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 330,000 | 2,530,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$2,860,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$2,860,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

CIP No. 20-W016 Camp Parks Water Main - Mitchell Drive, Powell to 8th Streets

Funding Allocation: 100% 610

Project Manager: Jason Ching

Status: New Project

**Project Summary:**

This project will install a new 500 feet of 8-inch potable water line in Mitchell Drive north of 8th Street and will include miscellaneous modifications. There have been numerous main repairs required in this area. This project will be coordinated with Camp Parks development.

CEQA: Statutory Exemption [CEQA Guideline 15282]

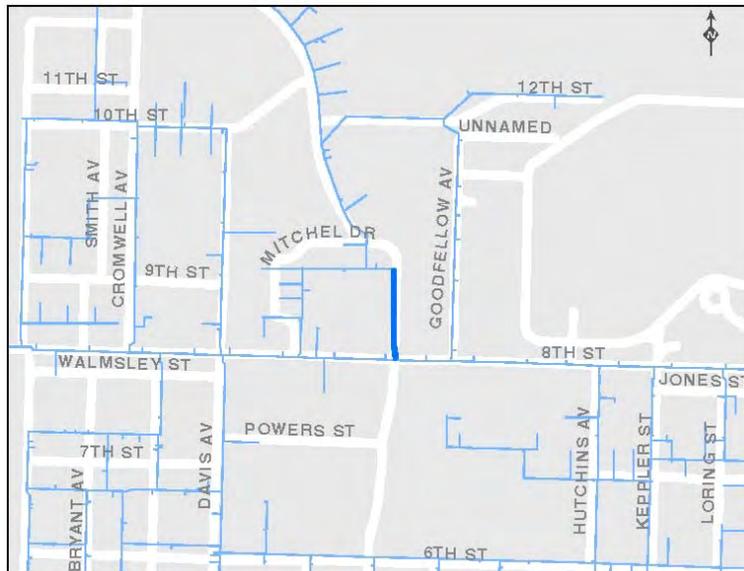
Reference: Asset Management Program

Fund Allocation Basis: Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 182,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$182,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$182,000



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 20-W017 Water System Master Plan Update and Operations Plan Update**

Funding Allocation: 100% 620

**Project Manager:** Irene Suroso

**Status:** New Project

**Project Summary:**

This project will update the District's 2016 Water System Master Plan in five years. The master plan outlines the water system required to serve our customers from current conditions through future build-out conditions ensuring the water system operation is reliable as systems expand. This project also includes a capacity reserve fee study based on the master plan recommended infrastructure projects.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:** 2016 Water System Master Plan

**Fund Allocation Basis:**

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 500,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$500,000**

Current Adopted Budget                            \$0

Increase/(Decrease)                            \$500,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: WATER SYSTEM**

**Water Replacement (Fund 610)**

**CIP No. 20-W024 Camp Parks Water Mains - Cromwell Avenue and 12th Street**

**Funding Allocation: 100% 610**

**Project Manager:** Jason Ching

**Status:** New Project

**Project Summary:**

This project will replace 2800 feet of 6-inch asbestos concrete pipe (ACP) potable water lines west of Cromwell Avenue between 10th and 12th Streets, and in 12th Street west of Cromwell Avenue to north of Davis Avenue. These lines have a history of frequent breaks and repairs, several have been shear type breaks. This project will be coordinated with Camp Parks development.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

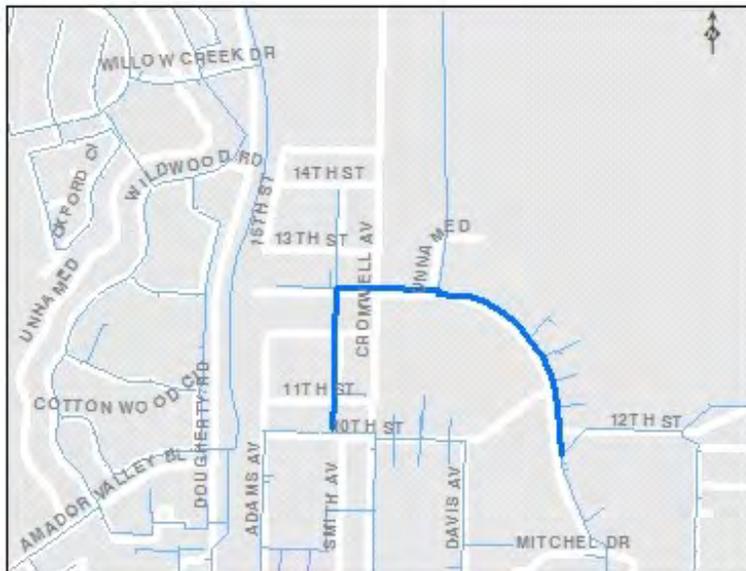
**Reference:** Camp Parks Privatization Study, WBA, July 1998

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 767,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$767,000**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$767,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 20-W018 Reservoir 20A Recoating**

**Funding Allocation:** 100% 610

**Project Manager:** Jackie Yee

**Status:** New Project

**Project Summary:**

This project will recoat the exterior and interior of Reservoir 20A. The reservoir was cleaned and inspected in 2016. The inspection report indicated that there are multiple coating blisters on the interior surfaces and areas of corrosion on the roof. The project will also recoat all tank and piping appurtenances including the roof hatch and vents, interior and exterior ladders, manways, inlet, outlet, and overflow pipes. A new cathodic protection system will also be installed to replace the original system. This project will take place after the completion of Reservoir 20B. Construction timing may also need to coordinate with the golden eagle nesting near the tank site., limiting construction to July through December. Budget to paint the roof of the reservoir, as required by the 2018 Division of Drinking Water inspection has been included in FYE 2021 and will occur in advance of the recoating project.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

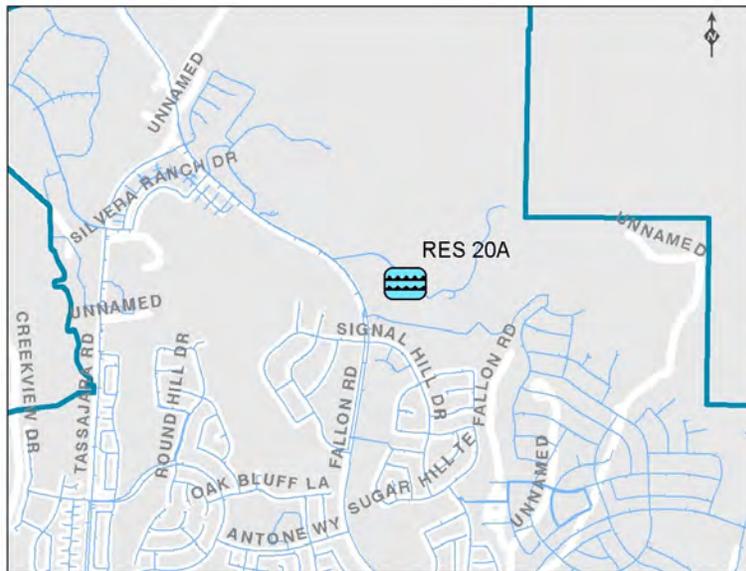
**Reference:** 2016 Inspection report

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23    | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 50,000 | 0      | 2,157,300 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$2,207,300**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$2,207,300



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 20-W015 Turnout 6**  
**Funding Allocation: 100% 620**

**Project Manager:** Robyn Mutobe

**Status:** New Project

**Project Summary:**

This project will provide water supply for development in eastern Dublin. A turnout from Zone 7 south of I-580 at Pimlico Drive with a capacity of 6000 gpm (8.6 mgd) will be installed. This project will include 2300 feet of 20-inch main from the turnout to Dublin Boulevard with 200 feet of trenchless pipeline to cross under I-580. This turnout will include chemical feed facilities. This project is required to meet future demands and will add redundancy to improve reliability of the distribution system. The new turnout is served by Zone 7 Water Agency's Cross Valley Pipeline.

**CEQA:** Previous EIR certified 5-10-93 by City of Dublin.

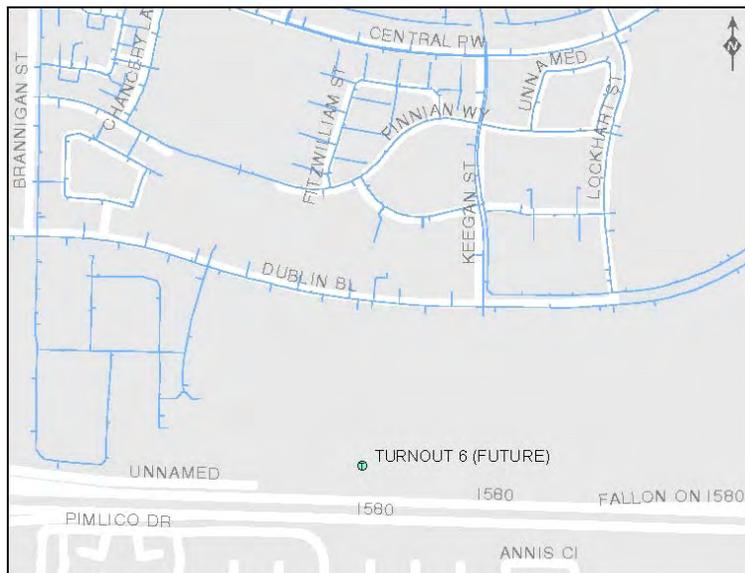
**Reference:** 2016 Water Master Plan Update

**Fund Allocation Basis:** Project is required to support future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22    | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|---------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 500,000 | 500,000 | 2,800,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$3,800,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$3,800,000



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

### CIP No. 00-W002 Capital Improvements to Increase Water Supply PROGRAM - Phase 2

Funding Allocation: 75% 610 25% 620

Project Manager: Judy Zavadil

Status: Continuing Program

#### Project Summary:

This program will develop projects to meet the objectives of the Water Supply, Storage, Conveyance, Quality and Conservation Policy adopted by the Board on October 20, 2015. The program will focus on diversifying the sources of water supply so that no less than 60% of total demand (potable and recycled) is satisfied by local and regional water supplies, and that no more than 40% of total water supply (potable and recycled) comes from any one physical source. The program may include a range of diversification projects including a potable reuse project defined in the Joint Tri-Valley Potable Water Reuse Feasibility Study, an intertie project with EBMUD to serve "north of the Delta" transfers, or participation in a regional desalination project. Projects funded by this program may be completed in partnership with Tri-Valley or neighboring agencies based on the Potable Reliability Planning project (CIP 16-W009).

**CEQA:** Environmental Impact Report

**Reference:** Long Term Alternative Water Supply Study, September 2015; Water Supply and Conservation Policy, and 2016 Water Capacity Reserve Fee Study

**Fund Allocation Basis:** Based on the ratio of current water demands to projected build-out demands at the time of program inception

#### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20  | FYE 21  | FYE 22  | FYE 23  | FYE 24  | FYE 25    | FYE 26    | FYE 27    | FYE 28     | FYE 29     | Future |
|-------|---------|---------|---------|---------|---------|-----------|-----------|-----------|------------|------------|--------|
| 0     | 300,000 | 500,000 | 500,000 | 500,000 | 500,000 | 3,000,000 | 3,000,000 | 3,000,000 | 10,000,000 | 18,700,000 | 0      |

**Total Estimated Project Cost** \$40,000,000

Current Adopted Budget \$40,000,000

Increase/(Decrease) \$0

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 00-W011 Water System Replacement and Rehabilitation PROGRAM**

Funding Allocation: 100% 610

Project Manager: Steven Delight

Status: Continuing Program

**Project Summary:**

This program is an element of the District's Asset Management Program and will fund projects to upgrade, replace and improve water system facilities to ensure the District provides uninterrupted water supply service. This program provides for the renewal or replacement of equipment on an as-needed basis or the upgrade of equipment as it becomes obsolete. This program may also be used to investigate issues that lead to the identification of projects that require the creation of a specific CIP project.

**CEQA:** To be determined based on individual projects funded by program.

**Reference:** District internal inspections; CMMS

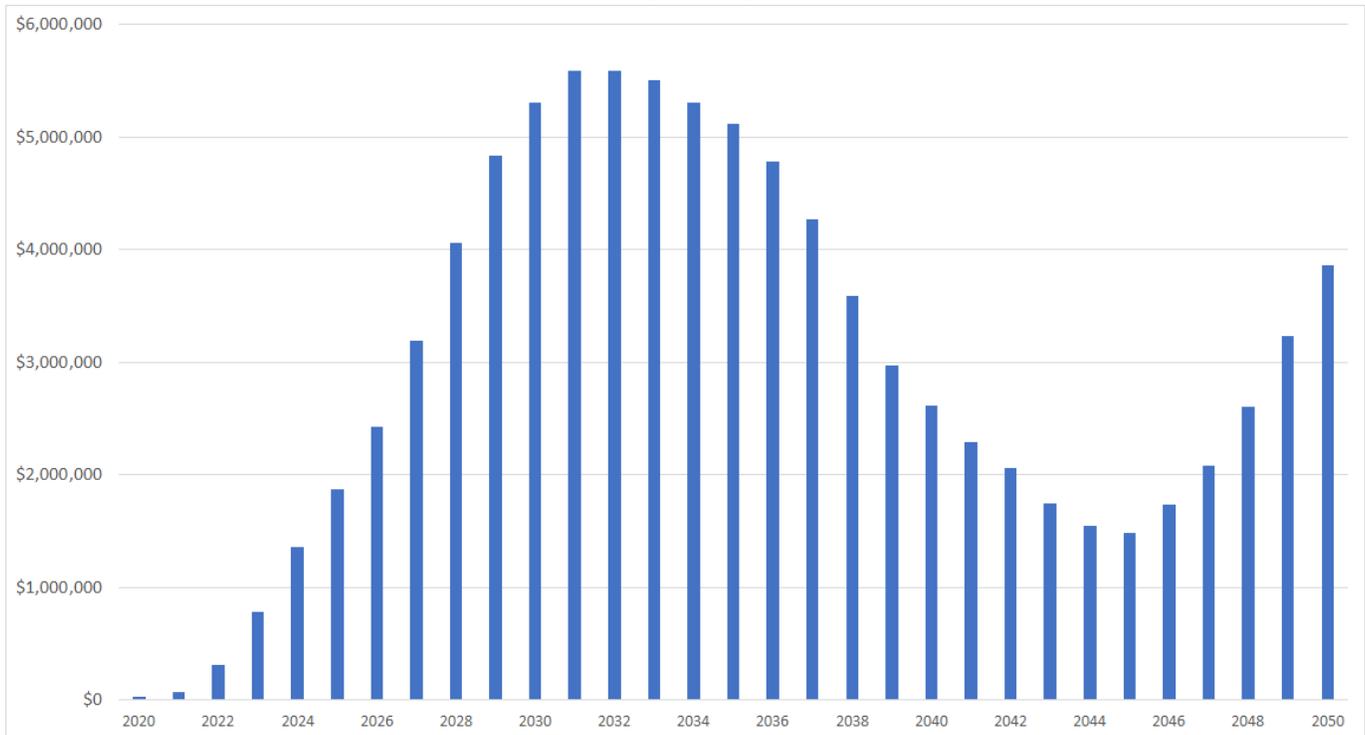
**Fund Allocation Basis:** Program required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22  | FYE 23  | FYE 24    | FYE 25    | FYE 26    | FYE 27    | FYE 28    | FYE 29    | Future     |
|-------|---------|---------|---------|---------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| 0     | 300,000 | 300,000 | 300,000 | 600,000 | 1,500,000 | 2,000,000 | 2,500,000 | 3,000,000 | 3,000,000 | 4,000,000 | 20,000,000 |

**Total Estimated Project Cost**     **\$37,500,000**  
 Current Adopted Budget                     \$0  
 Increase/(Decrease)                     \$37,500,000

Estimated Annual Water System Replacement Costs



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 00-W001 Capital Improvement to Increase Water Supply PROGRAM - Phase 1**

Funding Allocation: 67% 620 33% 610

**Project Manager:**

**Status:** New Program

**Project Summary:**

The objective of this program is to fund projects that increase potable water supply and develop recycled water and potable water supply improvements. Through FY16 this Program funded 1) the Recycled Water Expansion Phase 1: Distribution to West Dublin and Alameda County Facilities Project; 2) the Recycled Water Expansion State Grant Assistance Project; 3) the Water Supply Contingency Plan; 4) the in-progress Water Supply Reliability project in support of the Tri-Valley Potable Reuse Feasibility Study; and 5) the Water Reuse Demonstration project. The remainder of the program funds will be used to expand the current recycled water distribution system and to continuously meet the recycled water demands 100% of time, which may include acquiring additional wastewater effluent supplies and/or off-season wastewater effluent storage and to actively promote water conservation for commercial and residential customers, with a long-term goal of a permanent system-wide average annual residential potable use of no more than 70 gallons per capita per day.

**CEQA:** To be determined.

**Reference:**

**Fund Allocation Basis:** Based on the ratio of current water demands to projected buildout demands at the time of program inception

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future    |
|-------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|
| 0     | 234,000 | 500,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 2,500,000 |

**Total Estimated Project Cost**      **\$3,234,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$3,234,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. 16-A016 District Facilities Security Project - Phase 2**

Funding Allocation: 90% 610 10% 310

**Project Manager:** Dan Lopez

**Status:** Future Project

**Project Summary:**

This project will 1) review past recommendations for physical security for the potable and recycled water facilities and the sewer lift stations, 2) inventory which recommendations have been implemented, either installed over the last few years or installed as part of the SCADA project (09-6101) and, 3) develop a plan and cost estimate for remaining required improvements. The project cost will be revised in future years to include the cost of construction once the required improvements are defined.

**CEQA:** To be determined.

**Reference:** Physical Security Risk Assessment, Pinkerton Consulting, April 2004.

**Fund Allocation Basis:** Based on number of facilities associated with each fund.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 50,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$50,000  
 Current Adopted Budget \$50,000  
 Increase/(Decrease) \$0

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 16-R013 Water Reuse Demonstration Project**

Funding Allocation: 100% 620

Project Manager: Judy Zavadil

Status: Future Project

**Project Summary:**

The water reuse treatment demonstration project will (1) develop treatment system design criteria for reuse of District treated water, (2) develop sufficient treated water quality data and work with the relevant regulatory agency, State Water Resources Control Board’s Division of Drinking Water, to demonstrate regulatory compliance for reuse of District treated water, and (3) conduct public outreach regarding potable reuse and provide opportunities for the public to see the reuse treatment process, and understand the level of treatment provided and finished water quality. Budget is based on a six-month demonstration project included microfiltration, reverse osmosis, and advanced oxidation located at the District Wastewater Treatment Plant.

CEQA: To be determined.

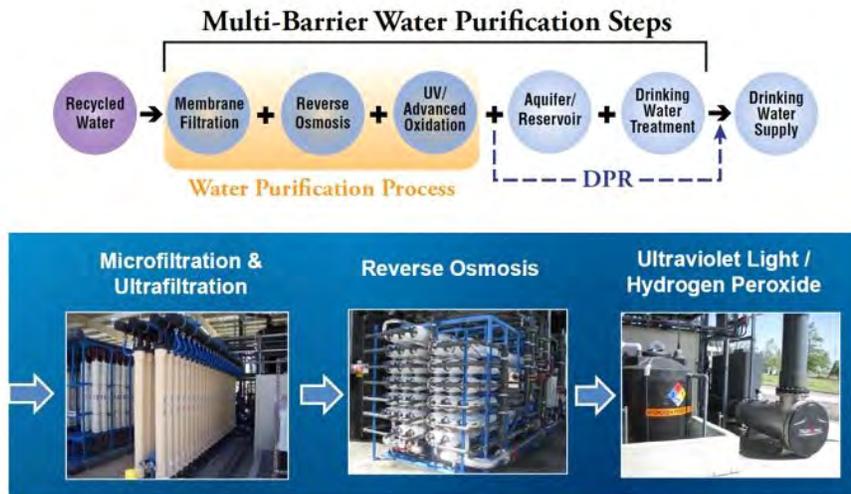
**Reference:**

Fund Allocation Basis: Project in support of future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 85,000 | 85,000 | 215,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$385,000**  
 Current Adopted Budget                \$300,000  
 Increase/(Decrease)                    \$85,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

CIP No. T16-28 Water Lines Replacement - Tamarack Drive - Village Pkwy to Firethorn Way

Funding Allocation: 100% 610

Project Manager:

Status: Future Project

**Project Summary:**

This project will replace the existing 2300 feet of 8-inch and 10-inch asbestos cement pipe (ACP) potable water lines in Tamarack Drive from Village Parkway to Firethorn Way, along with valves, hydrants, and services. The lines were installed in 1961. Staff reviewed the pipe repair history, corrosion information and the acoustic evaluation and have concluded that they are near the end of their useful lives and therefore should be replaced.

CEQA: Statutory Exemption [CEQA Guideline 15282]

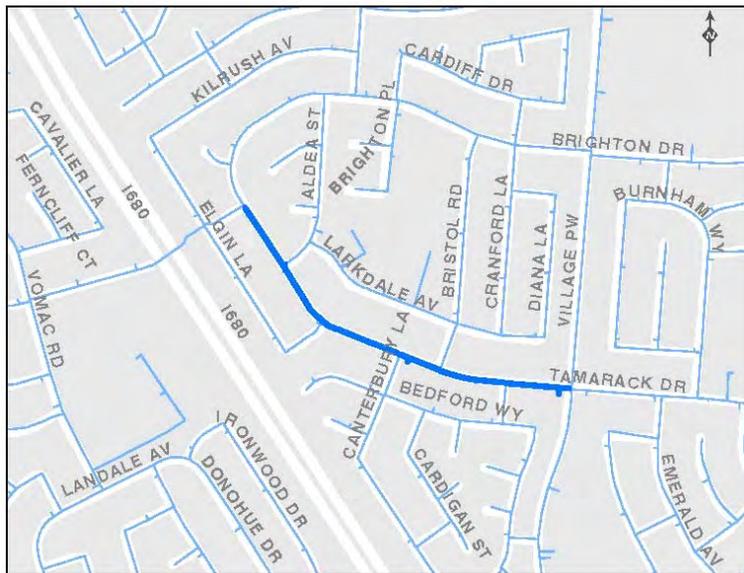
Reference: Asset Management Program

Fund Allocation Basis: Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23    | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 1,101,780 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,101,780**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$1,101,780



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. T16-29 Water Lines Replacement - Canterbury Lane and Cardigan Street**

Funding Allocation: 100% 610

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will replace approximately 2,800 feet of existing 4-inch, 6-inch and 8-inch asbestos cement pipe (ACP) potable water lines in Canterbury Lane from Bedford Way to Flanders Way, Cardigan Street, Mayan Court, Flanders Way, and Cardigan Court, along with valves, hydrants, and services. The lines were installed in 1961. Staff reviewed the pipe repair history, corrosion information and the acoustic evaluation and have concluded that they are near the end of their useful lives and therefore should be replaced.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

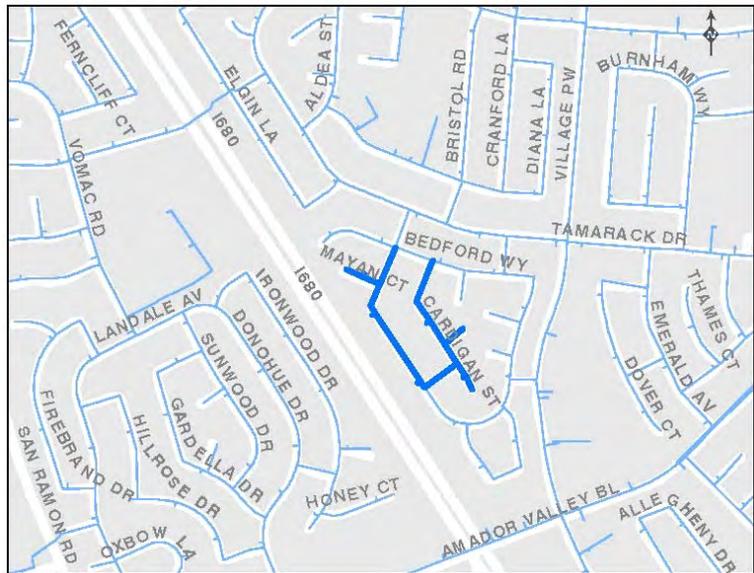
**Reference:** Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25    | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 1,190,000 | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,190,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$1,190,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. T16-30 Water Line Replacement Phase 2 - Canterbury Lane**

Funding Allocation: 100% 610

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will replace approximately 3700 feet of existing 4-inch, 6-inch and 8-inch asbestos cement pipe (ACP) potable water lines in Canterbury Lane from Flanders Way to Bedford Way, Bedford Way from Canterbury to Alene Street, Hastings Way, Sutton Lane, Jasmine Court, and Canterbury Court, along with valves, hydrants, and services. The lines were installed in 1961. Staff reviewed the pipe repair history, corrosion information and the acoustic evaluation and have concluded that they are near the end of their useful lives and therefore should be replaced.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

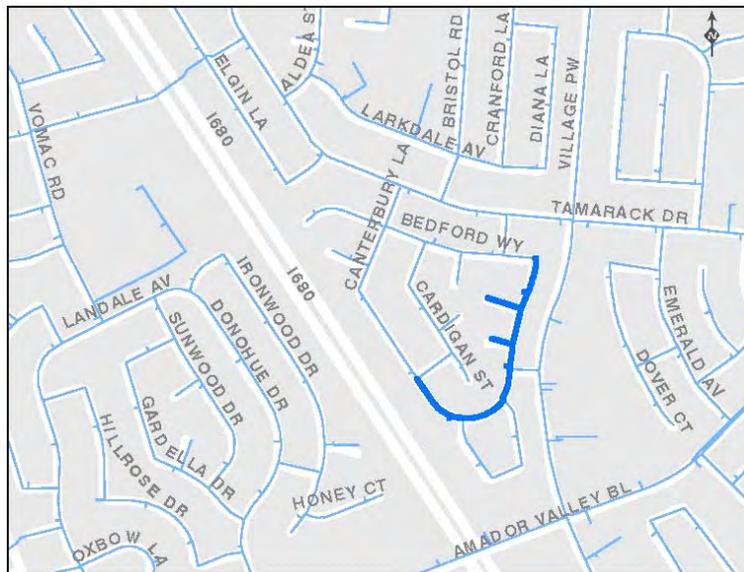
**Reference:** Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25    | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 1,208,770 | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,208,770**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$1,208,770



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

CIP No. T16-31 Water Line Replacement - Ironwood Drive

Funding Allocation: 100% 610

Project Manager:

Status: Future Project

**Project Summary:**

This project will replace approximately 2800 feet of existing 4-inch, 6-inch and 8-inch asbestos cement pipe (ACP) potable water lines in Ironwood Drive, Irving Way, Honey Court, and Ironwood Court, along with valves, hydrants, and services. The lines were installed in 1960. Staff reviewed the pipe repair history, corrosion information and the acoustic evaluation and have concluded that they are near the end of their useful lives and therefore should be replaced.

CEQA: Statutory Exemption [CEQA Guideline 15282]

Reference: Asset Management Program

Fund Allocation Basis: Project is required to replace or rehabilitate existing water fund assets.

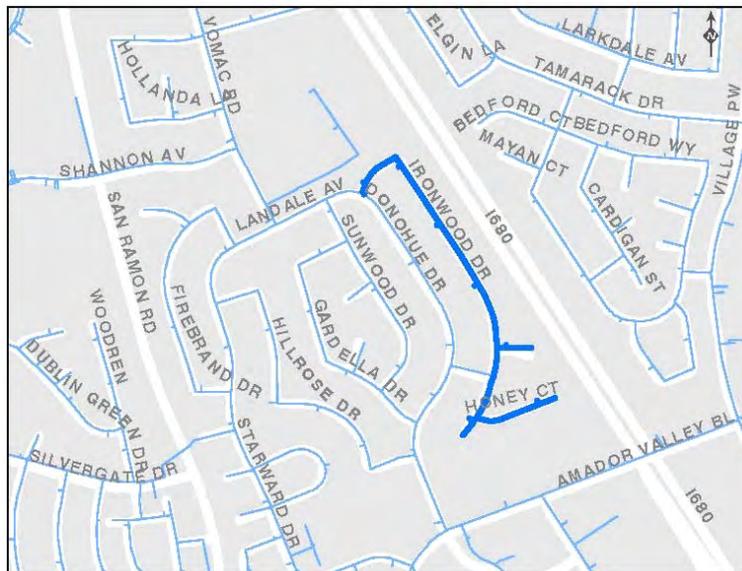
**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26    | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 1,210,260 | 0      | 0      | 0      | 0      |

Total Estimated Project Cost **\$1,210,260**

Current Adopted Budget \$0

Increase/(Decrease) \$1,210,260



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. T10-86 Camp Parks Water Mains - Loring Street and Monroe Avenue**

**Funding Allocation: 100% 610**

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will replace 1200 feet of 8-inch potable water lines in Loring Street and Monroe Avenue, from 7th to 8th Streets, as well pipelines in Jones and 7th Streets. These lines have had several breaks and have required numerous repairs. This project will be coordinated with Camp Parks development.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

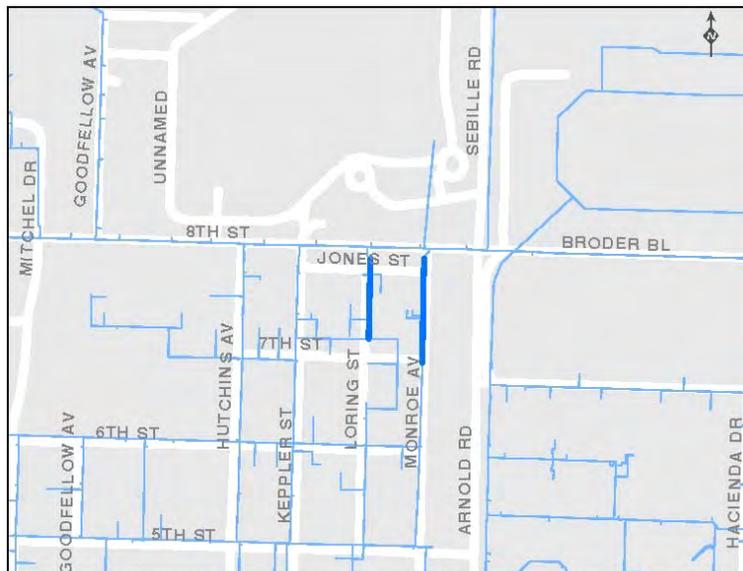
**Reference:** Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29  | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 355,100 | 0      |

**Total Estimated Project Cost**      **\$355,100**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$355,100



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Expansion (Fund 620)

**CIP No. 08-6202 Pump Station 20A Improvements**

Funding Allocation: 100% 620

Project Manager:

Status: Future Project

**Project Summary:**

This project will add an additional pump to Pump Station 20A. The pump station was constructed with provisions for the addition of a fourth pump that matches the existing pumps. Pump Station 20B was sized assuming that this additional pump would be installed. The additional pump is needed to meet buildout pumping capacity in Pressure Zone 2 in eastern Dublin as identified in the 2016 Water Master Plan Update. This project also includes modifications to the motor control center and controls required to accommodate the fourth pump.

**CEQA:** EIR Certified by City of Dublin 5/10/93.

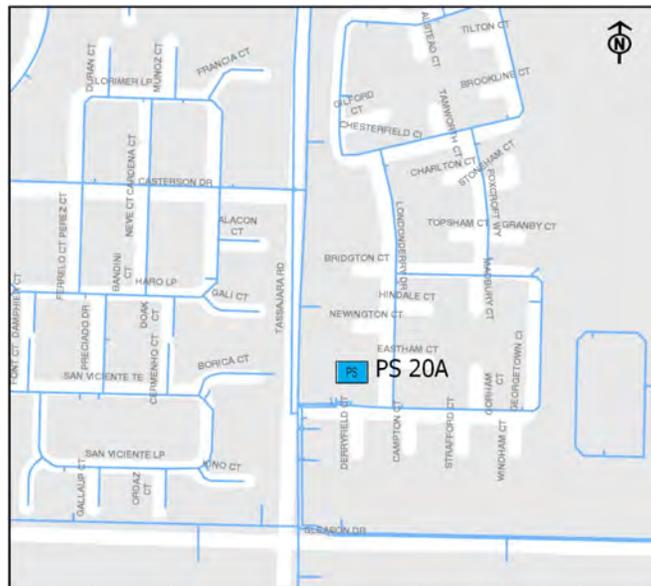
**Reference:** 2005 Basis of Design Report for Pump Station 20B; Eastern Dublin Specific Plan; 2016 Water Master Plan Update.

**Fund Allocation Basis:** Project in support of future water customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 470,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**           **\$470,000**  
 Current Adopted Budget               **\$327,500**  
 Increase/(Decrease)                   **\$142,500**



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WATER SYSTEM

Water Replacement (Fund 610)

**CIP No. T16-67 Reservoir Recoating PROGRAM**

**Funding Allocation: 100% 610**

**Project Manager:**

**Status:** Future Program

**Project Summary:**

This project will recoat the interiors and paint the exteriors of potable and recycled reservoirs. The recoating and painting will provide corrosion control, extend the reservoir useful life and maintain facility aesthetics. There are five reservoirs, 30A, 300A, 1A, 3A and 3B, that will require recoating from FYE 2026 through FYE 2030.

**CEQA:** Categorical Exemption [CEQA Guideline 15302]

**Reference:** Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing water fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26  | FYE 27    | FYE 28    | FYE 29  | Future  |
|-------|--------|--------|--------|--------|--------|--------|---------|-----------|-----------|---------|---------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 812,500 | 1,560,000 | 1,260,000 | 560,000 | 344,500 |

**Total Estimated Project Cost \$4,537,000**

Current Adopted Budget \$0

Increase/(Decrease) \$4,537,000





## CIP 10-YEAR PLAN FYEs 2020 through 2029

*\* Listed according to project timing from earliest to latest*

### CATEGORY: WASTEWATER COLLECTION

| CIP No.                       | Project Name  | Page |
|-------------------------------|---|------|
| <b><u>2-Year Projects</u></b> |   |      |
| 20-S014                       | Dublin Boulevard - Amador Plaza Road to Village Parkway                         | 101  |
| 20-S013                       | East Dublin 36" Trunk Sewer Rehabilitation                                      | 102  |
| 00-S020                       | Wastewater Collection System Replacement and Rehabilitation PROGRAM             | 103  |
| <b><u>Future Projects</u></b> |   |      |
| T20-04                        | Dublin Boulevard - Clark Avenue to Sierra Court                                 | 104  |
| T20-05                        | Dublin Court and Dublin Boulevard Sewer Replacement                             | 105  |
| T20-06                        | Village Parkway - South of Dublin Boulevard                                     | 106  |
| 18-S006                       | San Ramon Golf Course 24" Trunk Sewer Rehabilitation                            | 107  |
| 18-S007                       | Alcosta Blvd Sewer Replacement  | 108  |
| 14-S001                       | Camp Parks Sewer Rehabilitation Project - Goodfellow Ave North of 8th Street    | 109  |
| T14-02                        | Camp Parks Sewer Rehabilitation Project - Davis and Cromwell, 8th to 10 Streets | 110  |
| 14-S002                       | Camp Parks Sewer Rehabilitation Project - Adams 8th to 10th Streets             | 111  |
| T16-50                        | Iron Horse Trail Sewer Replacement  | 112  |
| 08-2101                       | Donahue Dr./Vomac Rd. Relief Sewer  | 113  |
| T00-76                        | Dublin Trunk Relief Sewer   | 114  |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Expansion (Fund 220)

**CIP No. 20-S014 Dublin Boulevard - Amador Plaza Road to Village Parkway**  
**Funding Allocation: 100% 220**

**Project Manager:** Rudy Portugal

**Status:** New Project

**Project Summary:**

This project will upsize 731 feet of 18-inch gravity main to 21-inch gravity main in Dublin Boulevard between Amador Plaza Road and Village Parkway. The recently completed 2019 Collection System Master Plan included an evaluation of the collection system under future flow conditions. Based on the evaluation, improvements were recommended to eliminate future system deficiencies and to meet projected flows for future downtown development.

**CEQA:** CEQA Initial Study/Mitigated Negative Declaration

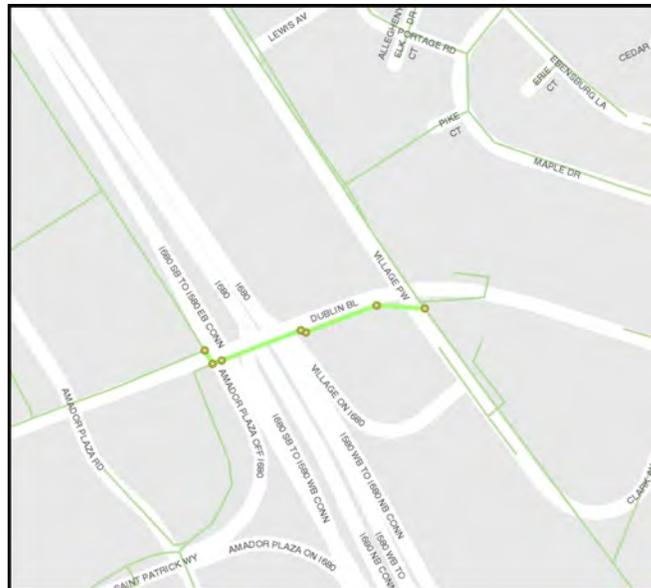
**Reference:** 2019 Local Collection System Master Plan

**Fund Allocation Basis:** Project is required to convey future customer wastewater flows

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 175,000 | 645,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$820,000**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$820,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. 20-S013 East Dublin 36" Trunk Sewer Rehabilitation**

Funding Allocation: 100% 210

**Project Manager:** Jason Ching

**Status:** New Project

**Project Summary:**

This project will rehabilitate approximately 670 feet of an existing 36-inch reinforced concrete pipe (RCP) of the East Dublin PRFTA trunk. The pipe was installed in 1960 and have deteriorated with some corrosion visible and significant spalling. The first pipe reach is in an easement that begins just west of Johnson Drive (about 500 feet north of Owens Drive) and continues west almost to Owens Drive. The second pipe section is in an easement just south of I-580 between Owens Court and the Pleasanton BART parking lot (behind Dahlin Group Building). The section between was lined in 1993 and is in fair condition at this time.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

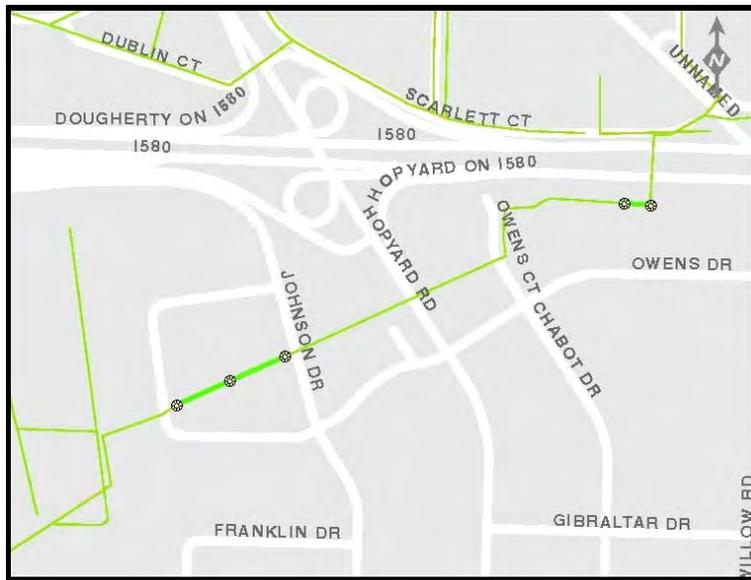
**Reference:** Results of National Plant Services field investigation (CCTV, sonar, laser) of large diameter sewers

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 737,600 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$737,600**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$737,600



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. 00-S020 Wastewater Collection System Replacement and Rehabilitation PROGRAM**  
**Funding Allocation: 100% 210**

**Project Manager:** Steven Delight

**Status:** Continuing Program

**Project Summary:**

This project will insure that uninterrupted sewer collection service is provided and will include, but are not limited to, repairing leaking pipes, pipe joints and manholes to reduce the amount of infiltration and inflow rates, which will reduce operating costs at the wastewater treatment plant and extend the LAVWMA wet weather capacity. Sewer lines and manholes will be repaired or replaced as identified by District staff annually.

**CEQA:** To be determined based on each project funded by the program.

**Reference:** Asset Management Program.

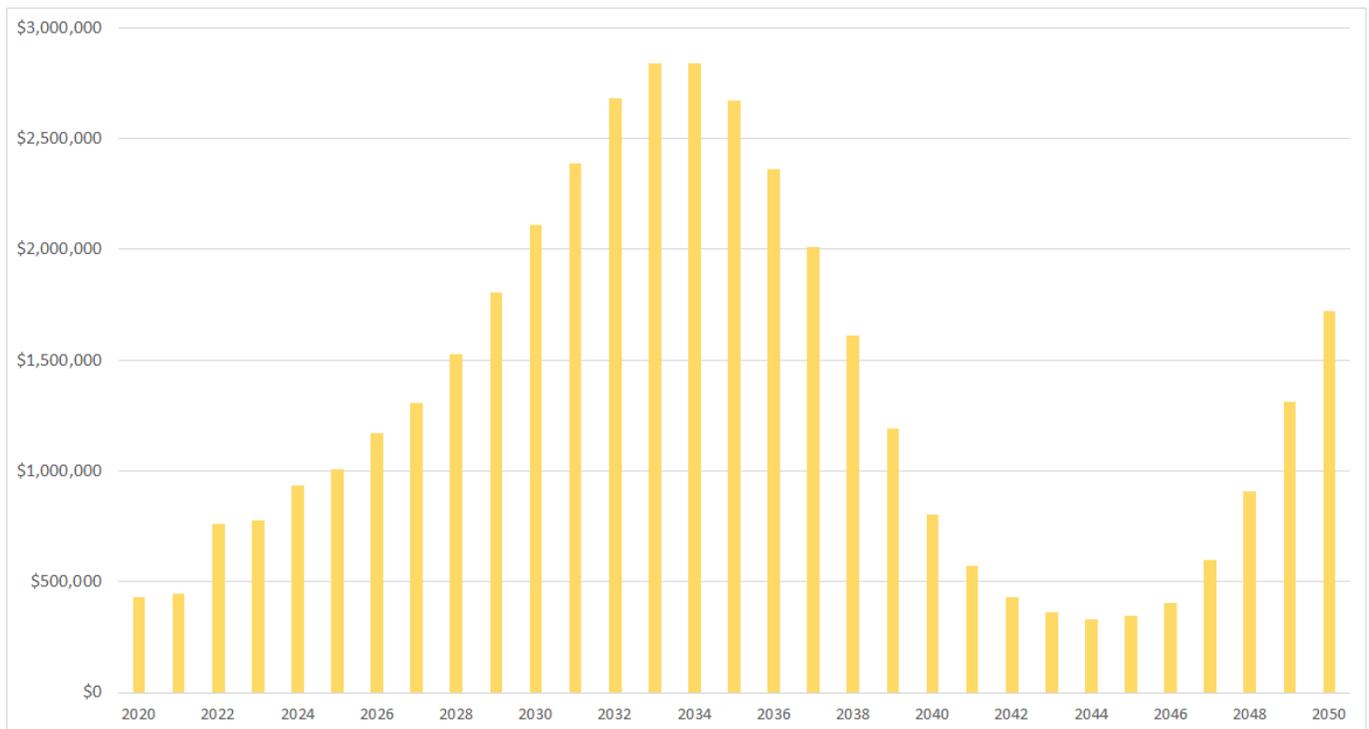
**Fund Allocation Basis:** Program is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22  | FYE 23  | FYE 24  | FYE 25  | FYE 26  | FYE 27    | FYE 28    | FYE 29    | Future    |
|-------|---------|---------|---------|---------|---------|---------|---------|-----------|-----------|-----------|-----------|
| 0     | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,000,000 | 1,000,000 | 1,000,000 | 9,000,000 |

|                                     |                     |
|-------------------------------------|---------------------|
| <b>Total Estimated Project Cost</b> | <b>\$14,100,000</b> |
| Current Adopted Budget              | \$0                 |
| Increase/(Decrease)                 | \$14,100,000        |

Estimated Annual Local Replacement Costs



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Expansion (Fund 220)

**CIP No. T20-04 Dublin Boulevard - Clark Avenue to Sierra Court**  
**Funding Allocation: 100% 220**

**Project Manager:** **Status:** Future Project

**Project Summary:**

This project will upsize 1,048 feet of 10-inch gravity main to 12-inch gravity main in Dublin Boulevard between Clark Avenue and Sierra Court. The siphons proximate to these gravity mains are not included as part of the project. This project was recommended in the 2019 Wastewater Collection System Master Plan after extensive hydraulic evaluation.

- CEQA:** Categorical Exemption [CEQA Guideline 15302].
- Reference:** 2019 Local Wastewater Collection System Master Plan
- Fund Allocation Basis:** Project is required to convey future customer wastewater flows

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 175,000 | 500,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$675,000**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$675,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. T20-05 Dublin Court and Dublin Boulevard Sewer Replacement**  
**Funding Allocation: 100% 210**

**Project Manager:** \_\_\_\_\_ **Status:** Future Project

**Project Summary:**

This project will replace approximately 300 feet of 10-inch pipe near the intersection of Dublin Blvd and Dublin Court. The pipeline travels under a drainage canal and has been damaged over time. It has been temporarily repaired with a small liner, however remains a trouble spot for the collection system.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** 2019 Local Wastewater Collection System Master Plan

**Fund Allocation Basis:** Project is required to replace existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24  | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|---------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 200,000 | 550,000 | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$750,000**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$750,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Expansion (Fund 220)

**CIP No. T20-06 Village Parkway - South of Dublin Boulevard**  
**Funding Allocation: 100% 220**

**Project Manager:** \_\_\_\_\_ **Status:** Future Project

**Project Summary:**

This project will upsize 1,262 feet of 36-inch and 39-inch gravity main to 42-inch gravity main in Village Parkway south of Dublin Boulevard. These gravity mains are recently lined but are still recommend for upsizing due to hydraulic deficiency. This project was recommended as part of the 2019 Wastewater Collection System Master Plan.

**CEQA:** CEQA Initial Study/Mitigated Negative Declaration

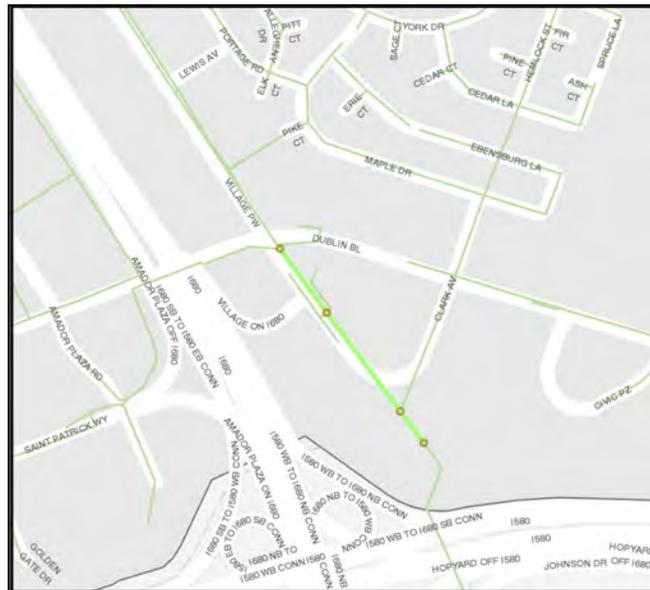
**Reference:** 2019 Local Collection System Master Plan

**Fund Allocation Basis:** Project is required to convey future customer wastewater flows

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26  | FYE 27    | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|---------|-----------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 275,000 | 2,557,000 | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$2,832,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$2,832,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. 18-S006 San Ramon Golf Course 24" Trunk Sewer Rehabilitation**  
**Funding Allocation: 100% 210**

**Project Manager:** Jackie Yee

**Status:** Future Project

**Project Summary:**

This section of existing 24-inch reinforced concrete pipe (RCP) installed in 1961 has deteriorated with corrosion visible and concrete spalling. The project will rehabilitate approximately 470 feet of the trunk sewer in the Iron Horse Trail at the San Ramon Valley Golf Course from about 1500 feet north of Alcosta Blvd, south to about 1000 feet north of Alcosta Blvd.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

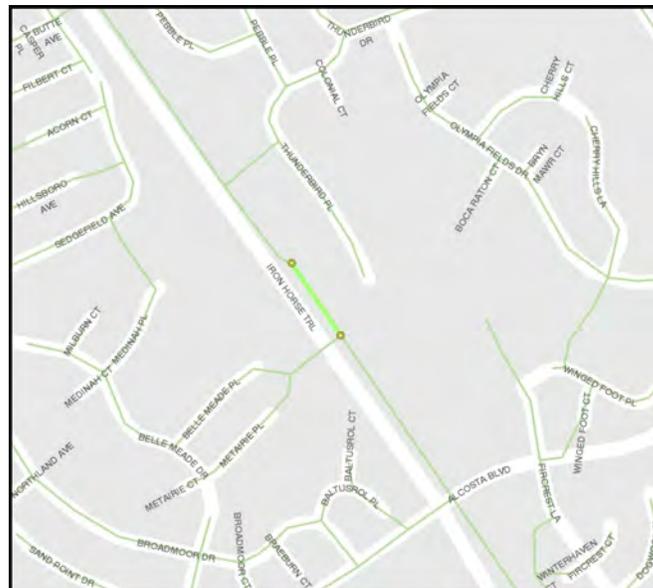
**Reference:** Asset Management Program: results of National Plant Services field investigation (CCTV, sonar, laser) of large diameter sewers

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 557,500 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$557,500**  
 Current Adopted Budget                \$557,500  
 Increase/(Decrease)                      \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. 18-S007 Alcosta Blvd Sewer Replacement**

Funding Allocation: 100% 210

**Project Manager:** Robyn Mutobe

**Status:** Future Project

**Project Summary:**

The project will replace approximately 1250 feet of 10-inch of vitrified clay pipe (VCP) sewer located in Alcosta Blvd from approximately at Village Parkway east to the Iron Horse Trail. The sags in the pipe make it impossible to TV to determine its condition and requires cleaning on frequent basis (3-month trouble spot). The project will replace the sewer as needed to prevent the potential of sanitary sewer overflow (SSO) incidents.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

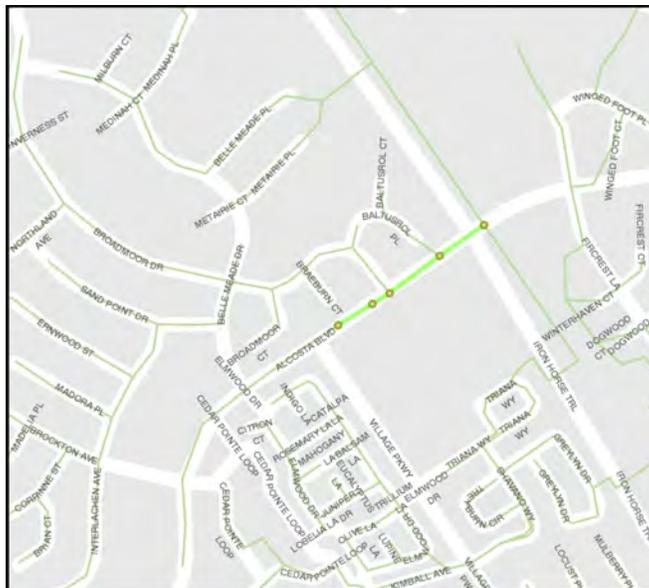
**Reference:** Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 63,500 | 416,875 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$480,375**  
 Current Adopted Budget                 \$480,375  
 Increase/(Decrease)                         \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. 14-S001 Camp Parks Sewer Rehabilitation Project - Goodfellow Ave North of 8th Street**

Funding Allocation: 100% 210

**Project Manager:** Steven Delight

**Status:** Future Project

**Project Summary:**

This project will rehabilitate approximately 1500 feet of 8-inch of vitrified clay pipe (VCP) sewer on Goodfellow Avenue north of 8th Street. It will include fixing the siphon installed by the Federal Corrections Institute (FCI). This pipe has several cracks and fractures leading to high inflow and infiltration rates. Project cost will be dependent on the method of rehabilitation which may be slip line, pipeburst or replacement.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

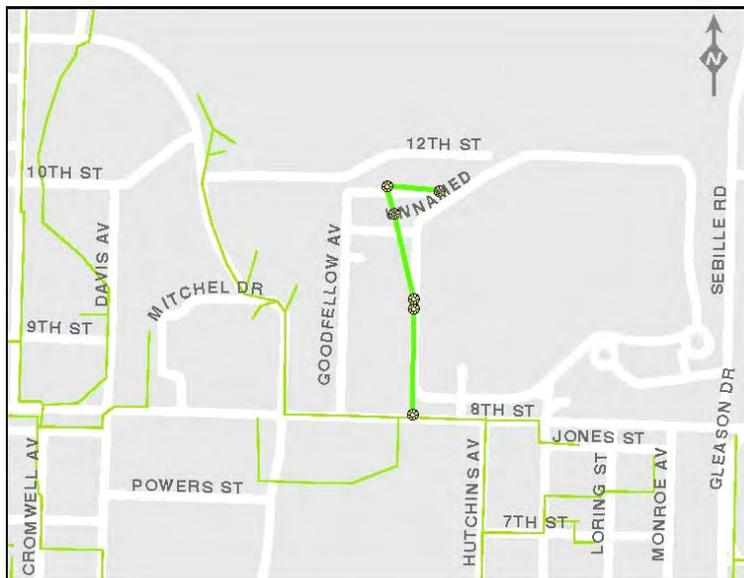
**Reference:** Camp Parks Privatization Study, WBA, July 1998

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 22,090 | 0      | 0      | 389,215 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$411,305**  
 Current Adopted Budget                    \$411,305  
 Increase/(Decrease)                        \$0





# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. 14-S002 Camp Parks Sewer Rehabilitation Project - Adams 8th to 10th Streets**  
**Funding Allocation: 100% 210**

**Project Manager:** \_\_\_\_\_ **Status:** Future Project

**Project Summary:**

This project will rehabilitate approximately 1300 feet of 12-inch of vitrified clay pipe (VCP) sewer along Adams Avenue between 8th and 10th Streets. The existing sewer has several cracks and fractures leading to high inflow and infiltration rates. Project cost will be dependent on the method of rehabilitation which may be slip line, pipeburst or replacement.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

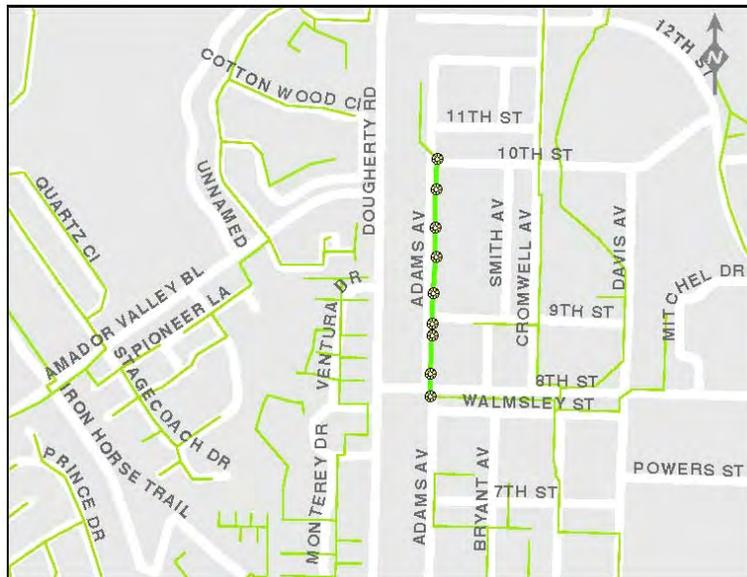
**Reference:** Camp Parks Privatization Study, WBA, July 1998

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 36,063 | 0      | 0      | 469,740 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$505,803**  
 Current Adopted Budget                    **\$505,803**  
 Increase/(Decrease)                         **\$0**



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Replacement (Fund 210)

**CIP No. T16-50 Iron Horse Trail Sewer Replacement**  
**Funding Allocation: 100% 210**

**Project Manager:** \_\_\_\_\_ **Status:** Future Project

**Project Summary:**

The project will replace approximately 1650 feet of 8-inch and 10-inch of polyvinyl chloride pipe (PVC) and vitrified clay pipe (VCP) sewer located just north of the Alameda/Contra Costa County line that cross the Iron Horse Trail and the adjacent creek. The project will also add manholes; at this time, the manhole spacing makes TV inspection and cleaning problematic. The sags in the pipe make it impossible to TV to determine its condition and requires cleaning on frequent basis (3-month trouble spot). The project will replace the sewer and additional sewers upstream as needed to prevent the potential of sanitary sewer overflow (SSO) incidents.

**CEQA:** Statutory Exemption [CEQA Guideline 15282]

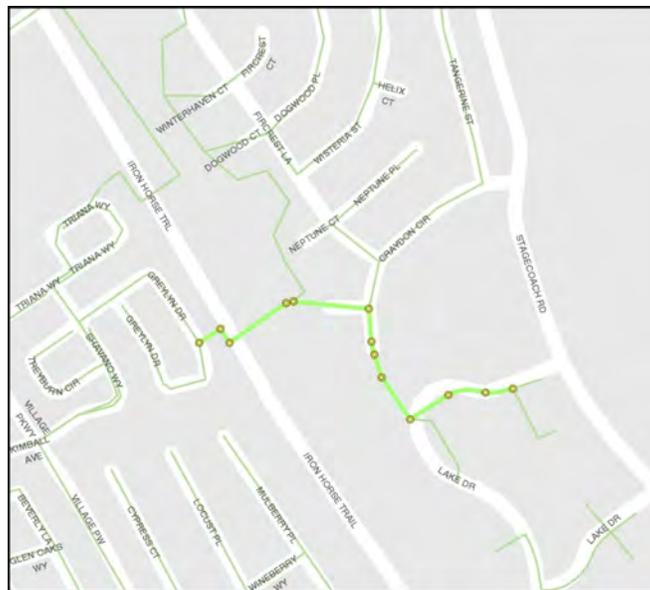
**Reference:** District internal inspections, CMMS data; Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25  | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|---------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 449,764 | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$449,764**  
 Current Adopted Budget                    \$0  
 Increase/(Decrease)                        \$449,764



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

## CATEGORY: WASTEWATER COLLECTION

## Local Wastewater Replacement (Fund 210)

**CIP No. 08-2101 Donahue Dr./Vomac Rd. Relief Sewer**

**Funding Allocation:** 100% 210

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will upsize 2,400 feet of 8 inch to 12 inch gravity main starting on Vomac Road, continuing east to Ironwood Drive. There are 3 sub-basins that lead to the Donahue/Vomac area. One or all of these sub-basins are contributing to unusually high infiltration and inflow rate. The 8-inch gravity main in Donahue Drive between Gardella Drive and Hillrose Drive will be blocked to prevent splitting flow from the gravity main in Hillrose Drive to the gravity main in Donahue Drive. This blockage would prevent an extension of the required improvement project further to the southeast, which is located in easement area.

**CEQA:** Categorical Exemption [CEQA Guideline 15302]

**Reference:** 2019 Wastewater Collection System Master Plan Update

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing local wastewater fund assets.

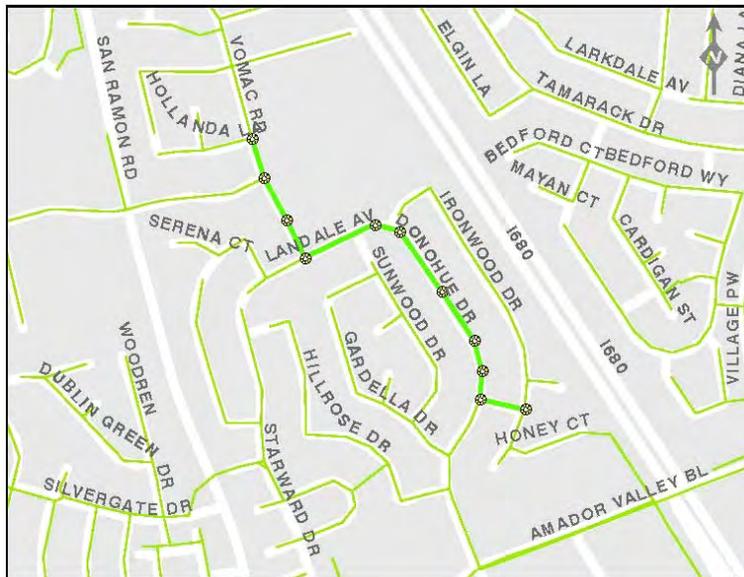
**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26  | FYE 27    | FYE 28 | FYE 29 | Future |
|--------|--------|--------|--------|--------|--------|--------|---------|-----------|--------|--------|--------|
| 71,445 | 0      | 0      | 0      | 0      | 0      | 0      | 410,000 | 1,000,000 | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,481,445**

Current Adopted Budget              \$696,833

Increase/(Decrease)                  \$784,612



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

## CATEGORY: WASTEWATER COLLECTION

## Local Wastewater Expansion (Fund 220)

**CIP No. T00-76 Dublin Trunk Relief Sewer**

**Funding Allocation: 100% 220**

**Project Manager:**

**Status:** Future Project

**Project Summary:**

The project will construct a relief sewer for the Dublin trunk sewer downstream of the east Dublin trunk sewer connection located within the District’s Dedicated Land Disposal site to an existing 48-inch sewer line within the WWTP, near the East Amador Lift Station. The project consists of approximately 2100 feet of a 42-inch parallel pipeline. The 2019 Wastewater Collection System Master Plan Update indicated that the Dublin Trunk sewer surcharges in a 20-year return frequency storm. This project is required to comply with the Regional Water Quality Control Board (RWQCB) design requirements and to reduce infiltration and inflow rate.

**CEQA:** Initial Study may be required.

**Reference:** 2019 Wastewater Collection System Master Plan Update.

**Fund Allocation Basis:** Project is required to convey future customer wastewater flows.

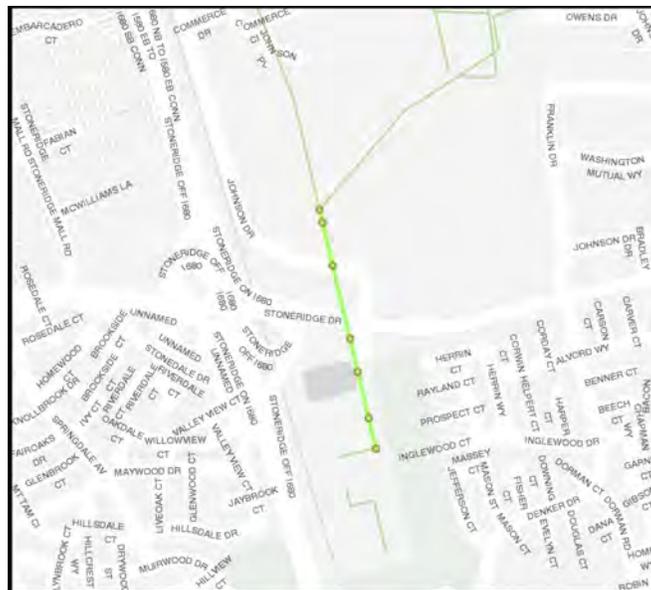
**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future    |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 6,945,000 |

**Total Estimated Project Cost \$6,945,000**

Current Adopted Budget \$0

Increase/(Decrease) \$6,945,000





## CIP 10-YEAR PLAN FYEs 2020 through 2029

\* Listed according to project timing from earliest to latest

### CATEGORY: REGIONAL WASTEWATER TREATMENT

| CIP No.                       | Project Name   | Page |
|-------------------------------|--|------|
| <b><u>2-Year Projects</u></b> |  |      |
| 19-P001                       | Facultative Sludge Lagoon (FSL) Anchors                                  | 115  |
| 20-P009                       | Holding Basin 1, 2, 3 & 4 Re-Sealing                                     | 116  |
| 20-P011                       | Building "S" Piping Replacement  | 117  |
| 20-P012                       | RWTF Security Improvements   | 118  |
| 05-3103                       | FSL Piping Improvements  | 119  |
| 13-S004                       | Pump Stations VFD Replacements   | 120  |
| 16-P024                       | RWTF Fire Alarm System Upgrades  | 121  |
| 16-P028                       | Bio-Gas Treatment System Improvements                                    | 122  |
| 16-P0300                      | EPS1 and EPS2 Pump Modifications   | 123  |
| 16-P031                       | RWTF Administration Building Improvements                                | 124  |
| 17-P004                       | Primary Sedimentation Expansion and Improvements                         | 125  |
| 18-P008                       | RWTF Industrial Control Network Security Essentials                      | 126  |
| 18-P012                       | Inner Sewer Wetwell and Pumping Assessment                               | 127  |
| 18-P010                       | Biogas Flare Improvements  | 128  |
| 05-3206                       | WWTP SCADA Improvements  | 129  |
| 18-P002                       | WWTP Electrical System Master Plan                                       | 130  |
| 18-P016                       | Alum Addition  | 131  |
| 15-P018                       | Foul Air Line Rehabilitation   | 132  |
| 20-P006                       | Recoating of Digester Interior Covers 3, 2, and 1                        | 133  |
| 20-P007                       | FSL MCC Improvements   | 134  |
| 00-3120                       | Energy Management PROGRAM  | 135  |
| 00-P026                       | RWTF Replacement and Rehabilitation PROGRAM                              | 136  |
| <b><u>Future Projects</u></b> |  |      |
| 20-P010                       | Cogeneration Engine #4   | 137  |
| T20-09                        | WWTP Administration Building (Building A) Remodel/Renovation             | 138  |
| T20-10                        | Mezzanine in Electrical Shop   | 139  |
| T20-14                        | WWTP/Biosolids Master Plan   | 140  |
| T20-15                        | Flocculation Baffles in Secondary Clarifiers                             | 141  |
| 18-P011                       | Chlorinated Secondary Effluent Process Water System Condition Assessment | 142  |
| 14-P005                       | Wet Weather Flow Capacity and Chlorine Contact Tank Dewatering           | 143  |
| 18-P013                       | Biosolids Dewatering Facility  | 144  |

## CIP 10-YEAR PLAN FYEs 2020 through 2029

*\* Listed according to project timing from earliest to latest*

### CATEGORY: REGIONAL WASTEWATER TREATMENT

| CIP No. | Project Name  | Page |
|---------|---|------|
| 18-P014 | WWTP Recycled and Potable Water Systems                           | 145  |
| 18-P017 | Public Outreach Signage at RWTF                                   | 146  |
| T16-01  | Hypochlorite Building Rehabilitation                              | 147  |
| 19-P003 | RWTF Fencing and Security - Phase 2                               | 148  |
| T16-11  | WWTP Motor Control Center and Distribution Panel "A" Improvements | 149  |
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# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. 19-P001 Facultative Sludge Lagoon (FSL) Anchors

Funding Allocation: 100% 310

Project Manager: Robyn Mutobe

Status: Continuing Project

**Project Summary:**

Operations requested a capital project to install 70 anchors total (spaced at 20 ft. between each anchor) on the the north and south ends of FSL #6 and east and west ends of FSL #7 . Currently, there is no permanently installed anchorage system for dredging at FSL #6 or #7, and previous attempts for using gravity anchors failed. The anchors would provide a counter-weight and connection point for the dredge cabling during biosolids dredging and harvesting activities.

CEQA: Categorical Exemption [CEQA Guideline 15302]

Reference: Maintenance request.

Fund Allocation Basis: All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 175,000 | 220,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            \$395,000  
 Current Adopted Budget                    \$175,000  
 Increase/(Decrease)                        \$220,000



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-P009 Holding Basin 1, 2, 3 & 4 Re-Sealing**

**Funding Allocation:** 100% 310

**Project Manager:** Jackie Yee

**Status:** New Project

**Project Summary:**

The project will re-seal the concrete joints and cracks for Holding Basins No. 1, 2, 3 and 4. Typical products may include SIKA joint sealing systems. Re-sealing of the joints and/or cracks should be performed every 10 years.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** N/A

**Fund Allocation Basis:** All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 422,500 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$422,500**  
 Current Adopted Budget                    \$0  
 Increase/(Decrease)                        \$422,500

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-P011 Building "S" Piping Replacement**

**Funding Allocation:** 100% 310

**Project Manager:** Dan Lopez

**Status:** New Project

**Project Summary:**

This project will replace all iron piping in Building "S" (WWTP). The iron piping was installed to serve toilet flushing and hose bibs that were initially intended to use recycled water. The pipe has become severely corroded and is leaking, causing damage to the building.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** To be determined.

**Fund Allocation Basis:** All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 150,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                  |
|-------------------------------------|------------------|
| <b>Total Estimated Project Cost</b> | <b>\$150,000</b> |
| Current Adopted Budget              | \$0              |
| Increase/(Decrease)                 | \$150,000        |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. 20-P012 RWTF Security Improvements

Funding Allocation: 100% 310

Project Manager: Dan Lopez

Status: New Project

**Project Summary:**

Security at the Regional Wastewater Treatment Plant is a high priority for the District. Over the next two years, this project will address vehicular traffic control, video surveillance, physical hardware related to plant security, and provide updated programming in the District’s existing Lenel Security monitoring system.

Vehicular traffic control will include security improvements to the main access gate, and provide better control of vehicle movement once in the treatment plant area. Video surveillance will include improvements and reassignment to the 25 cameras currently in use, including the installation of multi-imager cameras that will improve the amount of plant video coverage. Hardware improvements will secure the security control panels and install tamper switches to monitor and prevent unauthorized access. In addition, all mechanical doors will be evaluated and those that cannot be secured or monitored in a reliable way will be replaced. Once all improvements are in place programming changes will be made to the existing Lenel security system program, integrating the improvements listed above.

CEQA: Categorical Exemption [CEQA Guideline 15302].

Reference: TEECOM Study (2019)

Fund Allocation Basis: All work shall be done at the WWTP on existing facilities.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 216,000 | 242,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

Total Estimated Project Cost \$458,000

Current Adopted Budget \$0

Increase/(Decrease) \$458,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 05-3103 FSL Piping Improvements**

Funding Allocation: 100% 310

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

The facultative sludge lagoons (FSLs) are a biological process that must have monitoring and controls in place to enable the process to be well operated. The return of the cap water from the FSLs has a large impact on the secondary treatment process at the wastewater treatment plant which can negatively impact the tertiary treatment of the effluent. This project will install various process controls in the FSL system including: improvements to the return flow overflow systems; replacement of chlorinated secondary effluent process water system (3 Water or 3W) charging valves; addition of new sludge charging valves; and sampling locations for digested sludge and return flows.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 628,666 | 85,703 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$714,369**  
 Current Adopted Budget                \$714,369  
 Increase/(Decrease)                        \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 13-S004 Pump Stations VFD Replacements**

Funding Allocation: 100% 310

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

The project will replace 11 Robicon brand variable frequency drives (VFD) which are used to control pump speed and flow at District facilities. The existing VFDs are currently functioning; however, Robicon went out of business several years ago and no other company picked up support of their product line. Replacement parts cannot be found and there is no technical support. Some of the pumps that are using these VFDs are very important and the District cannot have them out of service. The most important pumps that have these VFDs are the influent pumps and the effluent pumps.

**CEQA:** Categorical Exemption [CEQA Guideline 15302]

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 785,477 | 200,000 | 545,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,530,477**  
 Current Adopted Budget              \$1,530,477  
 Increase/(Decrease)                      \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 16-P024 RWTF Fire Alarm System Upgrades**

**Funding Allocation:** 100% 310

**Project Manager:** Dan Lopez

**Status:** Continuing Project

**Project Summary:**

The Regional Wastewater Treatment Facility (RWTF) currently has four different fire alarm controls panels (FACP) on two separate systems. Two of the FACPs are obsolete and the other two are crude remotes to the primary systems at Building A and Building R. There are separate dialers with two phone lines (primary and backup) for each system. This configuration complicates the maintenance and testing of the systems. This project will integrate the entire system into a single FACP that could be easily networked and expanded as needed. Some of the existing infrastructure (i.e. smoke detectors, strobes, pull stations, etc.) will be utilized to the extent possible which should reduce cost and labor. The upgrade will also include other items such as adding fire alarm notification devices to the first and second floors of Building A, tying in flow switch (at riser) to FACP, panel programming, and fire alarm drawings that will improve staff's ability to maintain and repair the system.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

**Reference:** Staff recommendation.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 54,150 | 150,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                  |
|-------------------------------------|------------------|
| <b>Total Estimated Project Cost</b> | <b>\$204,150</b> |
| Current Adopted Budget              | \$204,150        |
| Increase/(Decrease)                 | \$0              |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: REGIONAL WASTEWATER TREATMENT**

**Regional Wastewater Expansion (Fund 320)**

**CIP No. 16-P028 Bio-Gas Treatment System Improvements**

**Funding Allocation:** 67% 320 33% 310

**Project Manager:** Dan Lopez

**Status:** Continuing Project

**Project Summary:**

The existing biogas scrubber cleans and pressurizes biogas prior to being sent to the cogeneration engines. Clean biogas improves engine efficiency and assists in meeting BAAQMD regulations at cogeneration. When the new digester, primaries, and fats, oils and grease (FOG) station are put into operation, additional solids will be collected for digestion. The additional solids will increase biogas production. At this time, the biogas scrubber is working at capacity. Additional gas will need to be cleaned prior to sending it to cogen. This project will evaluate the existing biogas scrubber and make recommendations to improve the existing scrubber or replace it.

**CEQA:** Categorical Exemption [CEQA Guideline 15303].

**Reference:** 2017 WWTP and Biosolids Master Plan

**Fund Allocation Basis:** Based on 140 scfm current gas flow vs 430 scfm new gas flow after improvements

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21    | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|-----------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 642,451 | 403,316 | 2,785,000 | 200,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$4,030,767**  
 Current Adopted Budget              \$4,030,767  
 Increase/(Decrease)                      \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: REGIONAL WASTEWATER TREATMENT**

**Regional Wastewater Replacement (Fund 310)**

**CIP No. 16-P0300 EPS1 and EPS2 Pump Modifications**

**Funding Allocation:** 100% 310

**Project Manager:** Shawn Quinlan

**Status:** Continuing Project

**Project Summary:**

This project will modify three effluent pump station #1 (EPS1) pumps and two effluent pump station # 2 (EPS2) pumps to maintain full pumping capacity in wet weather conditons. The effluent pump bushings require modifications to flush out sediment and plastics. Three of the pumps have seized up and had to be pulled out and repaired. This project will modify the bushings of the remaining pumps.

**CEQA:** Categorical Exemption [CEQA Guideline 15302 and 15301].

**Reference:** Staff recommendation.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 109,419 | 70,290 | 70,291 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$250,000**  
 Current Adopted Budget                \$250,000  
 Increase/(Decrease)                        \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 16-P031 RWTF Administration Building Improvements**

Funding Allocation: 100% 310

**Project Manager:** Jackie Yee

**Status:** Continuing Project

**Project Summary:**

This project will complete several improvements to the Regional Wastewater Treatment Facility (RWTF) Administration building. Completed work to date includes the installation of security card readers, repair of a sagging floor section, replacement of the carpet on the main floor, and replacement of vinyl tile in the lab. The project will also repair the leaking roof.

**CEQA:**

**Reference:** Staff recommendation.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 259,997 | 75,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$334,997**  
 Current Adopted Budget                 \$334,997  
 Increase/(Decrease)                         \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Expansion (Fund 320)

**CIP No. 17-P004 Primary Sedimentation Expansion and Improvements**  
**Funding Allocation:** 85% 320      15% 310

**Project Manager:** Jackie Yee

**Status:** Continuing Project

**Project Summary:**

This project will construct one new primary sedimentation tank and partially demolish and replace one of the existing primary sedimentation tanks at the Regional Wastewater Treatment Facility (RWTF). The project will also add an additional grit tank, replace internal mechanisms in the three remaining primary sedimentation tanks, and replace the motor control center. The primary treatment capacity is undersized for the facility's current average dry weather flow. Insufficient primary treatment capacity overburdens the aeration basins and secondary clarifiers leading to higher energy costs and more difficulties in controlling the secondary effluent water quality. The additional primary sedimentation tank will provide the treatment capacity needed for current and buildout flows.

**CEQA:** Initial Study/Mitigated Negative Declaration

**Reference:** 2017 WWTP and Biosolids Master Plan

**Fund Allocation Basis:** Based on ratio of WWTP flow at which project was estimated to be required to WWTP buildout flow.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior     | FYE 20    | FYE 21    | FYE 22    | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-----------|-----------|-----------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|
| 2,235,411 | 7,414,589 | 5,750,000 | 3,600,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$19,000,000**  
 Current Adopted Budget              \$19,000,000  
 Increase/(Decrease)                      \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P008 RWTF Industrial Control Network Security Essentials**

**Funding Allocation:** 52% 310 37% 610 11% 210

**Project Manager:** Aomar Bahloul

**Status:** Continuing Project

**Project Summary:**

This project will improve the network infrastructure to bring the Regional Wastewater Treatment Facility (RWTF) network up to current standards as a tighter security schema will be implemented. Much of the current industrial control switching is legacy equipment handed down from the business network or is consumer grade rather than industrial. Much of the equipment is past end-of-life and no longer supported by vendor or the manufacturer. This project will improve network security and standardize network switching to Cisco 4000i (like Field SCADA) and 3850's to allow for more security. Additional security allows for more wireless connections to provide denser connectivity from mobile devices.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** Staff Recommendations.

**Fund Allocation Basis:** Project will benefit entire SCADA network including treatment plant and field operations facilities.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 117,984 | 232,016 | 50,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$400,000  
 Current Adopted Budget \$400,000  
 Increase/(Decrease) \$0

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P012 Inner Sewer Wetwell and Pumping Assessment**

Funding Allocation: 100% 310

**Project Manager:** Dan Lopez

**Status:** Continuing Project

**Project Summary:**

This project will assess the current inner sewer wetwell and pumping system. This system is integral to the wastewater treatment plant process as it pumps intersewer water around the influent pumps and metering system. This pump around is necessary for accurate metering of plant influent flows. However, this system is problematic and the pumps have a short service life due to conditions. This project will assess the equipment and wetwell to determine if the equipment is sized properly or perhaps determine that there is a better way to satisfy the goal for accurate influent metering. This project is for evaluation only, additional funding may be needed based on recommendations from the report.

**CEQA:**

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 26,778 | 48,222 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                 |
|-------------------------------------|-----------------|
| <b>Total Estimated Project Cost</b> | <b>\$75,000</b> |
| Current Adopted Budget              | \$75,000        |
| Increase/(Decrease)                 | \$0             |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P010 Biogas Flare Improvements**

**Funding Allocation:** 100% 310

**Project Manager:** Dan Lopez

**Status:** New Project

**Project Summary:**

This project will replace the Regional Wastewater Treatment Facility's existing biogas flare. Typically, all biogas is used to power the cogeneration engines after the gas is scrubbed. If the gas scrubber is out of service, or if cogen is offline, biogas must be vented to prevent overpressurization of the digesters. The flare cleanly burns the biogas under a BAAQMD permit. This project will evaluate and replace the existing flare. Additional permitting may be required through the BAAQMD.

**CEQA:** Categorical Exemption [CEQA Guideline 15301 and 15302].

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20  | FYE 21    | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 150,000 | 150,000 | 1,200,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,500,000**

Current Adopted Budget              \$625,000

Increase/(Decrease)                 \$875,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. 05-3206 WWTP SCADA Improvements

Funding Allocation: 100% 310

Project Manager: Rudy Portugal

Status: Continuing Project

### Project Summary:

This project will upgrade the WWTP Supervisory Control and Data Acquisition (SCADA) communication network, replace and program the programmable logic controllers (PLCs), replace the servers, install a new database repository for historical data and acquire a web portal to view SCADA data over the District's business network. The WWTP SCADA servers communicate with the plant PLCs through ARCNET, a legacy control system for which parts are no longer available and soon will no longer be supported. This project will convert the ARCNET system to an industry standard ethernet system. This project will also replace the PLCs with ethernet compatible water/wastewater industry standard PLCs. This project will involve complex construction sequencing to allow for parallel SCADA systems during implementation as the plant processes cannot be interrupted. It will also require thorough testing of the PLC programming and communication system to assure reliable plant operation after cut-over to the new system.

CEQA: Categorical Exemption [CEQA Guideline 15301].

Reference: SCADA System Master Plan, March 2010

Fund Allocation Basis: Project is required to replace or rehabilitate existing regional wastewater fund assets.

### 10-Year Cash Flow and Estimated Project Cost:

| Prior   | FYE 20  | FYE 21    | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|---------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 703,305 | 905,500 | 1,355,500 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

Total Estimated Project Cost **\$2,964,305**

Current Adopted Budget \$2,964,305

Increase/(Decrease) \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P002 WWTP Electrical System Master Plan**

**Funding Allocation:** 100% 310

**Project Manager:** Maurice Atendido

**Status:** New Project

**Project Summary:**

The last Electrical Master Plan was completed in 2004. This master plan will review the WWTP electrical system and determine the required improvements to support current electrical demands as well as the future electrical demands of WWTP processes planned in the 2017 WWTP and Biosolids Master Plan.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:** 2004 Electrical Master Plan Update

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 750,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$750,000**  
 Current Adopted Budget                \$750,000  
 Increase/(Decrease)                        \$0

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P016 Alum Addition**  
**Funding Allocation:** 75% 310      25% 320

**Project Manager:** Dan Lopez

**Status:** New Project

**Project Summary:**

This project will construct facilities to add alum to the facultative sludge lagoon return water. The addition of alum will precipitate phosphate from the return water and reduce the formation of struvite. Currently, one of the strategies to avoid the formation of struvite at the wastewater treatment plant (WWTP) is to run the WWTP in a mode where the phosphate remains in the liquid process and exits the WWTP with the effluent, rather than remaining in the biosolids and forming struvite in the digesters. However, this mode of operation is not as effective in producing a consistently high quality effluent. The addition of alum will allow the WWTP to operate in an alternate mode that will produce a better settling sludge and higher quality effluent, thus eliminating the need for an additional clarifier.

**CEQA:** Categorical Exemption [CEQA Guideline 15303]

**Reference:** To be determined

**Fund Allocation Basis:** Project is required to improve current operations; based on current vs. projected buildout average dry weather flow at the time of project inception.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21  | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 300,000 | 500,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$800,000**  
 Current Adopted Budget              \$800,000  
 Increase/(Decrease)                      \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: REGIONAL WASTEWATER TREATMENT**

**Regional Wastewater Replacement (Fund 310)**

**CIP No. 15-P018 Foul Air Line Rehabilitation**

**Funding Allocation: 100% 310**

**Project Manager:** Rudy Portugal

**Status:** Continuing Project

**Project Summary:**

This project will rehabilitate the foul air line which conveys odorous air from the bar screen building to the biofilter. The foul air is constructed of corrugated plastic line pipeline and the joints have weakened. The foul air has been leaking through the existing pavement and holding basin #2 causing cracking and base failure in the pavement. The rehabilitation will include the removal and replacement of the 42" foul air line and existing manholes, holding basin #2 concrete repair, associated asphalt and concrete repair/replacement, and biofilter piping and bedding replacement. The sealed air line will stop pavement damage, provide more efficient treatment through the biofilter, and decrease foul air escaping into the atmosphere.

**CEQA:** Categorical Exemption [CEQA Guideline 153012].

**Reference:** Operations staff recommendation.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior     | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 2,110,000 | 50,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$2,160,000**  
 Current Adopted Budget              \$2,160,000  
 Increase/(Decrease)                      \$0



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. 20-P006 Recoating of Digester Interior Covers 3, 2, and 1

Funding Allocation: 100% 310

Project Manager: Rudy Portugal

Status: New Project

**Project Summary:**

The steel digester covers were installed in 2004. This project will repair and coat the interior covers of the digesters, if needed, to extend their useful life. While the digesters are drained for cleaning, the interior covers will be inspected. After the condition of each interior cover is determined, necessary work will be performed. Digester 1 was last cleaned in 2012 and Digesters 2 and 3 in 2013.

CEQA: Categorical Exemption [CEQA Guideline 15301].

**Reference:**

Fund Allocation Basis: Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 79,000 | 79,000 | 132,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$290,000**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$290,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-P007 FSL MCC Improvements**  
**Funding Allocation: 100% 310**

**Project Manager:** Dan Lopez

**Status:** New Project

**Project Summary:**

The motor control center (MCC) at the facultative sludge lagoons (FSL) is over 30 years old and replacement parts (i.e. starters, circuit breakers, protective devices, power monitoring equipment, etc.) will require modifications to existing MCC buckets because exact replacements are no longer readily available. This is a critical MCC since it is a single point of failure for power and controls for the FSL mixers and valves.

**CEQA:** Categorical Exemption [CEQA Guideline 15302]

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 65,550 | 99,900 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$165,450**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$165,450



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

### CIP No. 00-3120 Energy Management PROGRAM

Funding Allocation: 75% 310 25% 610

**Project Manager:** Steven Delight

**Status:** Continuing Program

#### Project Summary:

Over the next 10 years, energy management is going to be a significant issue for wastewater and recycled water treatment. This project will fund participation in local and regional efforts regarding alternative energy, evaluating existing systems, studying and evaluating technologies and making minor improvements to existing systems. Examples of potential projects include: evaluating most efficient digester gas usage in the cogeneration system; partnering with other agencies in offsite solar power; assessing value of digester gas storage; experimenting with low energy lighting; and an Energy Management Master Plan.

**CEQA:** To be determined based on individual projects funded by program.

#### Reference:

**Fund Allocation Basis:** Based on ratio of energy used at treatment plant vs. water facilities.

#### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23  | FYE 24  | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|---------|---------|--------|--------|--------|--------|--------|--------|
| 0     | 75,000 | 75,000 | 250,000 | 250,000 | 350,000 | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$1,000,000

Current Adopted Budget \$0

Increase/(Decrease) \$1,000,000

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 00-P026 RWTF Replacement and Rehabilitation PROGRAM**

Funding Allocation: 100% 310

**Project Manager:** Steven Delight

**Status:** Continuing Program

**Project Summary:**

This program will fund projects to upgrade, replace and improve facilities and equipment within the Regional Wastewater Treatment Facility (RWTF) to meet operational and permit requirements. Some equipment is now more than 30 years old. This program provides for the renewal, replacement and/or increase in capacity of process equipment on an as-needed basis or the upgrade of equipment as it becomes obsolete. This program may also be used to investigate issues that lead to the identification of projects that require the creation of a specific CIP project. Increases in future years' estimated cashflow reflect anticipated Asset Management Program needs as plant infrastructure ages.

**CEQA:** To be determined based on individual projects funded by program.

**Reference:** Staff recommendation

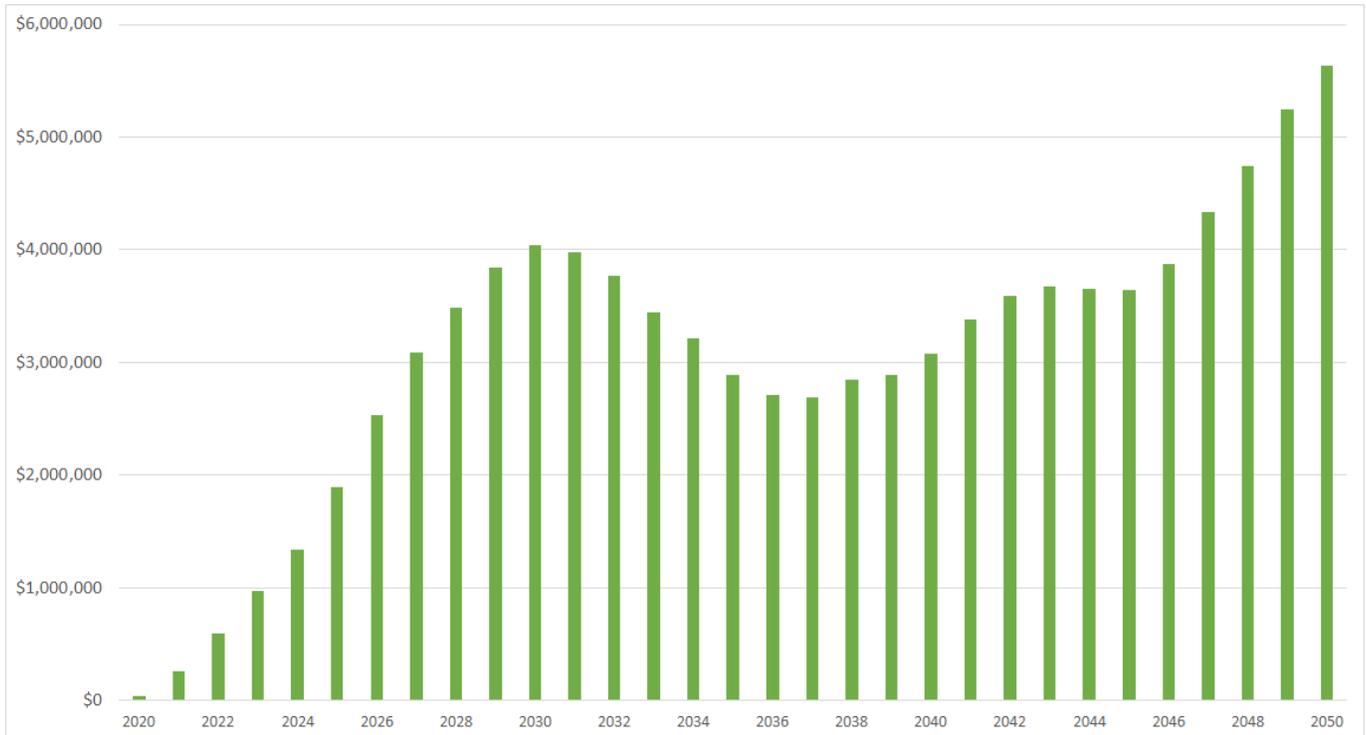
**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20  | FYE 21  | FYE 22  | FYE 23    | FYE 24    | FYE 25    | FYE 26    | FYE 27    | FYE 28    | FYE 29    | Future     |
|-------|---------|---------|---------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| 0     | 500,000 | 500,000 | 500,000 | 1,000,000 | 1,500,000 | 2,000,000 | 2,000,000 | 2,500,000 | 3,000,000 | 3,500,000 | 15,000,000 |

|                                     |                     |
|-------------------------------------|---------------------|
| <b>Total Estimated Project Cost</b> | <b>\$32,000,000</b> |
| Current Adopted Budget              | \$0                 |
| Increase/(Decrease)                 | \$32,000,000        |

Estimated Annual Regional System Replacement Costs



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 20-P010 Cogeneration Engine #4**

**Funding Allocation:** 100% 310

**Project Manager:** Rudy Portugal

**Status:** Future Project

**Project Summary:**

This project will integrate a fourth cogeneration unit at the RWTF. The project includes consultant time to prepare appropriate CEQA documentation, work with both the Bay Area Air Quality Management District (BAAQMD) for permitting, and PG&E to modify the existing interconnect agreement. The engine, which has already been purchased, will not be located in the cogeneration building with the other three units, but rather where the fuel cell was previously located. The project will include the construction of a small enclosure, for noise control, and the purchase of engine controls and other miscellaneous parts for integration. This project will improve reliability of the cogeneration system and minimize peak demand charges.

**CEQA:** Possible Mitigated Negative Declaration

**Reference:** To be determined.

**Fund Allocation Basis:** All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 470,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$470,000**

Current Adopted Budget                            \$0

Increase/(Decrease)                                \$470,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. T20-09 WWTP Administration Building (Building A) Remodel/Renovation

Funding Allocation: 100% 310

Project Manager:

Status: Future Project

### Project Summary:

This project proposes to engage design professionals for preliminary planning and design of renovations for the RWTF Administration Building (A). A preliminary design study will commence in calendar year 2022. It is anticipated that construction and permitting costs will be presented following scoping and detailed design.

CEQA: Categorical Exemption [CEQA Guideline 15302].

Reference: Previous resealing was in 2009 and 2010.

Fund Allocation Basis: All work shall be done at the WWTP for an existing facility.

### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 100,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                  |
|-------------------------------------|------------------|
| <b>Total Estimated Project Cost</b> | <b>\$100,000</b> |
| Current Adopted Budget              | \$0              |
| Increase/(Decrease)                 | \$100,000        |



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. T20-10 Mezzanine in Electrical Shop

Funding Allocation: 100% 310

Project Manager:

Status: Future Project

**Project Summary:**

This project would add a 540 sq. ft. mezzanine to the Electrical Shop in Building S at the RWTF. Preliminary planning and engagement of a structural engineering and possibly an architectural design consultant is needed to scope the project before more detailed design and construction can be developed.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** N/A

**Fund Allocation Basis:** All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 50,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                 |
|-------------------------------------|-----------------|
| <b>Total Estimated Project Cost</b> | <b>\$50,000</b> |
| Current Adopted Budget              | \$0             |
| Increase/(Decrease)                 | \$50,000        |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Expansion (Fund 320)

CIP No. T20-14 WWTP/Biosolids Master Plan

Funding Allocation: 85% 320 15% 310

Project Manager:

Status: Future Project

### Project Summary:

The last complete WWTP Master Plan was completed in 2017. The current average dry weather flow (ADWF) to the WWTP is approximately 11 MGD. This Master Plan will: review upcoming nutrient limits to the San Francisco Bay; evaluate current and projected future wastewater flows and strength; determine when additional facilities are required due to hydraulic or treatment limitations; evaluate options for biosolids dewatering and disposal; evaluate current technologies to meet treatment requirements; develop costs estimates; and support a capacity reserve fee study.

### CEQA:

#### Reference:

Fund Allocation Basis: Fund split based on ADWF that initiates project vs. buildout flowrate

### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 850,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                  |
|-------------------------------------|------------------|
| <b>Total Estimated Project Cost</b> | <b>\$850,000</b> |
| Current Adopted Budget              | \$0              |
| Increase/(Decrease)                 | \$850,000        |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. T20-15 Flocculation Baffles in Secondary Clarifiers

Funding Allocation: 100% 310

Project Manager:

Status: Future Project

**Project Summary:**

This project will perform computational fluid dynamics (CFD) analysis of the District's secondary clarifiers and provide design of the necessary modifications for secondary clarifier #2. Field testing conducted in August 2018 indicated that secondary clarifiers perform well, but the flocculation center wells (FCWs) are too large and not fully utilized at normal and low flow conditions. The under utilization leads to suboptimal performance and may represent a potential problem when the District adopts a full nutrients removal scheme in the future. Testing indicated that secondary clarifiers suffer from hydraulic short-circuiting and performance could be improved by adding simple modifications, such as flocculation baffles. Improving the secondary clarifier performance will reduce effluent suspended solids concentrations, solids loading on the ACTIFLO process, and chemical usage. CFD analysis will be utilized to determine the most cost effective modifications and conceptual design of the flocculation baffles. The current budget is for design services only.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:**

**Fund Allocation Basis:** All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 80,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost** \$80,000

Current Adopted Budget \$0

Increase/(Decrease) \$80,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P011 Chlorinated Secondary Effluent Process Water System Condition Assessment**

**Funding Allocation:** 100% 310

**Project Manager:** Aaron Johnson

**Status:** Future Project

**Project Summary:**

This project will assess the condition of the existing chlorinated secondary effluent process water (3 Water or 3W) system at the wastewater treatment plant. The current 3W system is the backbone for plant operations. 3W is treated process water used for spray water, pump seal water, and cooling water for cogen. When 3W system goes down, the overall plant process is compromised. Although the 3W system is currently backed up with recycled water (4 Water or 4W) system, 4W relies on the same piping as 3W, meaning the backup is only for pump failure and not for a major leak. This evaluation will look at the pumps as well as the existing piping. The project will also evaluate other critical pipelines within the boundaries of the plant. Recommendations may be to replace sections of 3W or potentially to connect a backup water supply to key processes. This project is for evaluation only, additional funding will be needed based on recommendations.

**CEQA:** Not a project under CEQA [CEQA Guideline 15378].

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 75,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                 |
|-------------------------------------|-----------------|
| <b>Total Estimated Project Cost</b> | <b>\$75,000</b> |
| Current Adopted Budget              | \$75,000        |
| Increase/(Decrease)                 | \$0             |

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 14-P005 Wet Weather Flow Capacity and Chlorine Contact Tank Dewatering**

Funding Allocation: 85% 310 15% 320

**Project Manager:** Steven Delight

**Status:** Future Project

**Project Summary:**

This project will remove a divider wall between the chlorine contact tank (CCT) influent channel and the CCT and remove the weir in the chlorine junction box to allow greater flows through these structures. The project will also add a CCT dewatering system. When the wastewater treatment plant flow is greater than 37 mgd, the secondary clarifiers flood due to hydraulic constraints downstream of the clarifiers. Removal of the walls and weirs will allow for greater flows through the wastewater treatment plant. Also, the chlorine contact tank should ideally be cleaned once every quarter. Dewatering the CCT for cleaning involves extensive pumping equipment setup and staff time, and once everything is set up, it takes time to pump out the water. This project will design necessary pumping valving and controls for a CCT dewatering system.

**CEQA:** Mitigated Negative Declaration approved by Board on 8/17/1999

**Reference:** Secondary Effluent Wet Weather Capacity Review, RMC, August 2014; 2017 WWTP and Biosolids Master Plan.

**Fund Allocation Basis:** Based on current vs projected buildout average dry weather flow at the time of project inception.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 57,381 | 0      | 0      | 450,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            \$507,381  
 Current Adopted Budget                 \$507,381  
 Increase/(Decrease)                         \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Expansion (Fund 320)

**CIP No. 18-P013 Biosolids Dewatering Facility**

**Funding Allocation:** 100% 320

**Project Manager:** Jason Ching

**Status:** Future Project

**Project Summary:**

The water content of the biosolids harvested from District's facultative sludge lagoons (FSLs) limits the amount of biosolids that can be placed on the dedicated land disposal (DLD) site. With this limitation, the FSLs are slowly accumulating biosolids. The current land application of biosolids on the DLD is by far the most cost-effective solution for biosolids management. To continue using the DLD for biosolids disposal, the biosolids need to be dewatered. This project will construct a new biosolids dewatering facilities and building at the DLD site. The dewatering of biosolids will allow the DLD to continue to be the primary method of sludge disposal. Should the District wish to diversify biosolid management or take advantage of new technologies to recover biosolids as a resource, dewatering will be required. Therefore, dewatering is a near term solution for biosolids disposal that will also move the District toward diversifying its biosolids management in the long term. This project is required for both options of continuing with DLD disposal or participation in a regional biosolids facility.

**CEQA:** To be determined.

**Reference:** 2017 Wastewater Treatment Plant and Biosolids Master Plan

**Fund Allocation Basis:** Project is required to meet the needs for biosolids disposal for future customers.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23    | FYE 24     | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future     |
|-------|--------|--------|---------|-----------|------------|--------|--------|--------|--------|--------|------------|
| 0     | 0      | 0      | 300,000 | 2,225,000 | 12,120,000 | 0      | 0      | 0      | 0      | 0      | 11,900,000 |

**Total Estimated Project Cost**      **\$26,545,000**

Current Adopted Budget              \$16,095,000

Increase/(Decrease)                 \$10,450,000

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P014 WWTP Recycled and Potable Water Systems**

Funding Allocation: 100% 310

**Project Manager:** Jackie Yee

**Status:** Future Project

**Project Summary:**

This project will expand the use of recycled water for plant processes. The current fire main supplies both the potable and fire water systems. This project will install approximately 550 feet of 3-inch above ground and 350 feet of 3-inch below ground recycled water pipe to the cogeneration building, blower building, plant air compressors, bar screens, 1250kW and 750 kW generators, and buildings S and T. The first phase of the project, installing 500 feet of 2-inch potable water lines to Building A, D, S, T, and fleet maintenance building, has been completed.

**CEQA:** Categorical Exemption [CEQA Guideline 15303].

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior  | FYE 20 | FYE 21 | FYE 22  | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|--------|--------|--------|---------|---------|--------|--------|--------|--------|--------|--------|--------|
| 60,000 | 0      | 0      | 200,000 | 124,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$384,000**  
 Current Adopted Budget                \$384,000  
 Increase/(Decrease)                        \$0

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. 18-P017 Public Outreach Signage at RWTF**

Funding Allocation: 100% 310

**Project Manager:** Sue Stephenson

**Status:** Future Project

**Project Summary:**

Facility tours are one way the District communicates the value we provide the community 24/7. Engaging with our customers in an on-going, direct, proactive way builds confidence in the District as a reliable, trustworthy service provider and increases our customers' understanding of what they get for their money. Tours also promote careers in the water/wastewater industry. This project will purchase and install signs at the Regional Wastewater Treatment Facility (RWTF) to help facilitate the tours that are given on a regular basis.

**CEQA:**

**Reference:**

**Fund Allocation Basis:** Project will benefit existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 100,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$100,000**  
 Current Adopted Budget                \$100,000  
 Increase/(Decrease)                        \$0

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. T16-01 Hypochlorite Building Rehabilitation**

**Funding Allocation:** 100% 310

**Project Manager:** Jackie Yee

**Status:** Future Project

**Project Summary:**

The four sodium hypochlorite bulk storage tanks at the wastewater treatment plant were replaced during the summer of 2014. During the tank replacement, a visual analysis of the existing pads and building were reviewed by a structural engineer. The coating at the perimeter of the existing tank pads and coating on the tank room slab have failed in areas where the old storage tanks had leaked. The coating in the pump room had failed completely due to chemical exposure. This project will address those findings and correct the problems. Concrete samples will be taken and tested for chloride ion concentration. Concrete repair will be undertaken before reinforcing steel capacity is compromised. Alternatives to arrest any ongoing corrosion will also be investigated and implemented. Concrete coating will be applied over the concrete repairs and corroded pipe; pump supports in the pump room will be replaced; and the wall to slab, wall-to-wall connection and roof beams will also be strengthened to update the building to current seismic standards. The project will also install a fifth storage tank to provide additional storage and make use of an existing pad and infrastructure already in place.

**CEQA:** Categorical Exemption [CEQA Guideline 15301].

**Reference:** Hypochlorite Storage Building Condition and Seismic Assessment, Carollo Engineers, October 2014.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 340,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                  |
|-------------------------------------|------------------|
| <b>Total Estimated Project Cost</b> | <b>\$340,000</b> |
| Current Adopted Budget              | \$0              |
| Increase/(Decrease)                 | \$340,000        |

# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: REGIONAL WASTEWATER TREATMENT**

**Regional Wastewater Replacement (Fund 310)**

**CIP No. 19-P003 RWTF Fencing and Security - Phase 2**

**Funding Allocation: 100% 310**

**Project Manager:** Rudy Portugal

**Status:** Future Project

**Project Summary:**

This project will improve security along the Regional Wastewater Treatment Facility (RWTF) perimeter. This project will install 8-foot tall vinyl coated fence along the south, west and north border of the facility. It will also include screening landscaping where space permits. Fencing and landscaping along the eastern border of the facility was completed in conjunction with the construction of the fourth digester in 2019.

**CEQA:** Negative Declaration approved May 19, 1998.

**Reference:** Physical Security Risk Assessment, Pinkerton Consulting, April 2004.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior   | FYE 20 | FYE 21 | FYE 22 | FYE 23    | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|---------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|
| 143,000 | 0      | 0      | 0      | 1,067,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,210,000**  
 Current Adopted Budget              \$1,210,000  
 Increase/(Decrease)                      \$0



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

**CIP No. T16-11 WWTP Motor Control Center and Distribution Panel "A" Improvements**

**Funding Allocation:** 100% 310

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will upgrade WWTP Motor Control Centers (MCCs) MCC-E and Electrical Distribution Panel A (DPA) to a standard 65,000 Ampere Interrupting Capacity (AIC) rating. Based on the most recent short circuit analysis, ten MCCs and DPA either do not have adequate short circuit equipment AIC ratings to either handle possible fault scenarios or to handle future expansions. The upgrade will also require modifications to existing MCC buckets as the MCC's are 20+ years old and exact replacement parts (i.e. starters, circuit breakers, etc.) are no longer readily available.

**CEQA:** Categorical Exemption [CEQA Guideline 15301, 15302].

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22  | FYE 23  | FYE 24  | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|---------|---------|---------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 203,550 | 471,750 | 471,750 | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**      **\$1,147,050**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$1,147,050

## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. T16-40 RWTF Pavement Repair

Funding Allocation: 100% 310

Project Manager:

Status: Future Project

**Project Summary:**

This project will repair and seal coat pavement at the Regional Wastewater Treatment Facility (RWTF). The facility's pavement is subject to vehicles with heavy loads. This work is required periodically to maintain the integrity of the pavement.

CEQA: Categorical Exemption [CEQA Guideline 15301].

**Reference:**

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23  | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 325,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost**            **\$325,000**  
 Current Adopted Budget                        \$0  
 Increase/(Decrease)                            \$325,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: REGIONAL WASTEWATER TREATMENT**

**Regional Wastewater Replacement (Fund 310)**

**CIP No. T16-54 Odor Reduction Tower Replacement**

**Funding Allocation: 100% 310**

**Project Manager:**

**Status:** Future Project

**Project Summary:**

This project will either rehabilitate or replace the Odor Reduction Tower (ORT). The ORT treats odorous air from the WWTP influent pump room, aerated grits tanks, and the grit building. Although the ORT effectively treats hydrogen sulfide, it does not effectively treat reduced sulfur compounds. This project will help the District meet the WWTP odor control goals and support the District's "good neighbor" policy to minimize odor impacts to the surrounding community.

**CEQA:** Categorical Exemption [CEQA Guideline 15302]

**Reference:** 2008 Update to Odor Control Focus Areas Analysis, CH2M Hill, July 2009

**Fund Allocation Basis:** All work shall be done at the WWTP for an existing facility.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23    | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 1,936,000 | 0      | 0      | 0      | 0      | 0      | 0      | 0      |

**Total Estimated Project Cost \$1,936,000**

Current Adopted Budget \$0

Increase/(Decrease) \$1,936,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. T18-15 Cogeneration Engine Replacement

Funding Allocation: 100% 310

Project Manager:

Status: Future Project

**Project Summary:**

The Asset Management Program has identified many items on the cogeneration system that are in need of replacement. The option for a full replacement of the engines and ancillary equipment compared to the cost of replacement items for the engines need to be considered. One of the engines is in excess of 50 years old based on the block casting numbers.

**CEQA:** Categorical Exemption [CEQA Guideline 15302].

**Reference:** Asset Management Program

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24    | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future |
|-------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|
| 0     | 0      | 0      | 0      | 20,000 | 1,000,000 | 0      | 0      | 0      | 0      | 0      | 0      |

|                                     |                    |
|-------------------------------------|--------------------|
| <b>Total Estimated Project Cost</b> | <b>\$1,020,000</b> |
| Current Adopted Budget              | \$0                |
| Increase/(Decrease)                 | \$1,020,000        |



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Expansion (Fund 320)

CIP No. T10-62 Emergency Power for Distribution Panel-D

Funding Allocation: 100% 320

Project Manager:

Status: Future Project

### Project Summary:

This project will install a 900 kW emergency power generator for the Distribution Panel-D (DPD) switchgear to support continued growth of the service population and the corresponding increases in influent pumping and related WWTP equipment, such as the Bar Screens, Primary Clarifiers, etc. Panel DPD is currently provided with emergency power via the existing generator, but higher flows will require an additional generator for Panel DPD. Emergency power is also a requirement of the District's NPDES Permit. This project will be revised per the updated Electrical Master Plan, which is scheduled for completion in 2021.

CEQA: To be determined

Reference: 2004 WWTP Electrical Master Plan and dependent on findings of 2019 Electrical Master Plan Update; 2017 WWTP and Biosolids Master Plan

Fund Allocation Basis: Project is required for future customer wastewater treatment capacity.

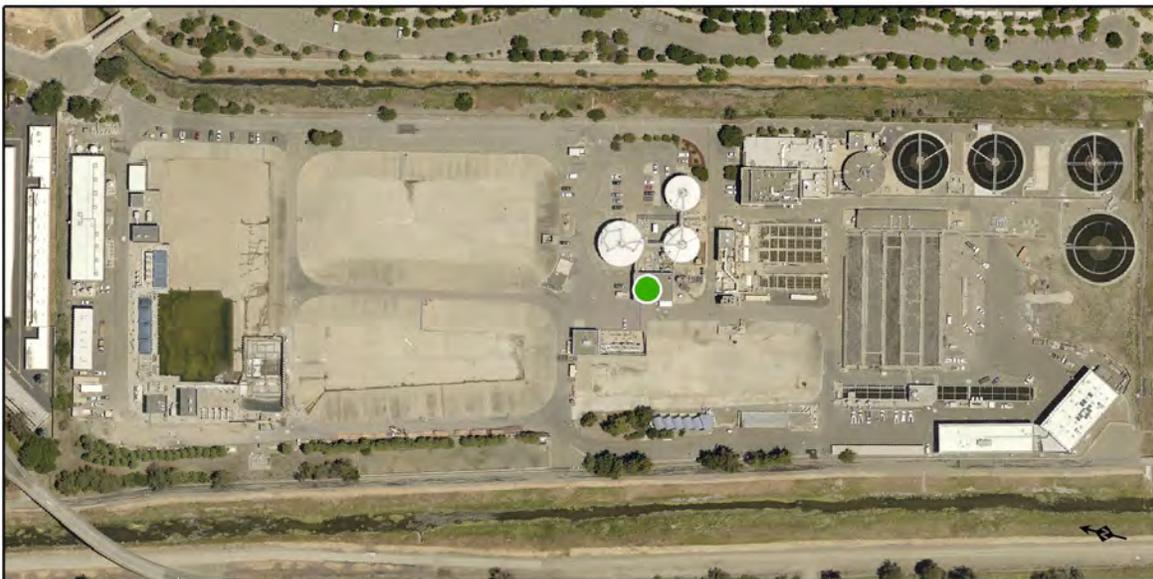
### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29 | Future    |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 5,560,000 |

Total Estimated Project Cost \$5,560,000

Current Adopted Budget \$0

Increase/(Decrease) \$5,560,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

**CATEGORY: REGIONAL WASTEWATER TREATMENT**

**Regional Wastewater Expansion (Fund 320)**

**CIP No. T10-83    Cover Primary Clarifiers**  
**Funding Allocation: 100% 320**

**Project Manager:** \_\_\_\_\_ **Status:** Future Project

**Project Summary:**

This project will cover the primary clarifiers. The settled sewerage channel and the primary clarifiers have been identified in the Odor Control Master Plan as areas in the wastewater treatment plant that have odor issues. The project may cover the entire primary tanks or only the launderers. The foul air removed from the primary clarifiers will be treated in a new odor treatment facility that also serves the settled sewerage channel and other processes in the area.

**CEQA:** Categorical Exemption [CEQA Guideline 15303]

**Reference:** 2008 Update to Odor Control Focus Areas Analysis, CH2M Hill, July 2009; 2017 WWTP and Biosolids Master Plan

**Fund Allocation Basis:** New project is odor control associated with increasing flows into WWTP.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29    | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 4,694,000 | 0      |

**Total Estimated Project Cost    \$4,694,000**  
 Current Adopted Budget                    \$0  
 Increase/(Decrease)                    \$4,694,000



# DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Expansion (Fund 320)

**CIP No. T12-08 Cover Settled Sewage Channel and Selector**  
**Funding Allocation: 100% 320**

**Project Manager:** **Status:** Future Project

**Project Summary:**

This project will cover the settled sewage channel and the selector. The settled sewage channel and the primary clarifiers have been identified in the Odor Control Master Plan as areas in the WWTP that have odor issues. In addition, adding the covers will allow the addition of air to the settled sewage channel, which will increase the performance of the WWTP. The foul air removed from the settled sewage channel will be treated in a new odor treatment facility that also serves the primary clarifiers and other items in the area. This project will also include replacement of the ORT with a new high performance biofilter in the current biofilter location. The new biofilter will be constructed modular and will be added when the primaries are covered.

**CEQA:** To be determined

**Reference:** 2008 Update to Odor Control Focus Areas Analysis, CH2M Hill, July 2009; 2017 WWTP and Biosolids Master Plan

**Fund Allocation Basis:** New project is odor control associated with increasing flows into WWTP.

**10-Year Cash Flow and Estimated Project Cost:**

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28    | FYE 29 | Future |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|--------|--------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 2,358,000 | 0      | 0      |

**Total Estimated Project Cost**      **\$2,358,000**  
 Current Adopted Budget                      \$0  
 Increase/(Decrease)                      \$2,358,000



## DSRSD CIP 10-Year Plan for FYEs 2020 through 2029

CATEGORY: REGIONAL WASTEWATER TREATMENT

Regional Wastewater Replacement (Fund 310)

CIP No. T16-42 Nutrient Removal

Funding Allocation: 80% 310 20% 320

Project Manager:

Status: Future Project

### Project Summary:

In April 2014, the Bay Area Regional Water Quality Control Board (RWQCB) issued a San Francisco Bay Nutrients Watershed permit to municipal wastewater dischargers. The permit requires wastewater dischargers to evaluate reductions in nutrient discharges through treatment upgrades and contribute toward studies to develop a San Francisco Bay Nutrient Management Strategy. The District is working with the Bay Area Clean Water Agencies (BACWA) to address the permit requirements. If the current studies determine wastewater discharges have an adverse effect on Bay water quality, the RWQCB will impose nutrient load limits on the wastewater treatment plant effluent which will require treatment upgrades. Although future regulation or the extent of the regulation is uncertain, it is prudent that the District plan for some future treatment upgrades. This project assumes the addition of three aeration basins, a fifth secondary clarifier, and chlorination improvements to meet BACWA Level 2 effluent nutrient requirements.

CEQA: To be determined.

Reference: RWQCB's San Francisco Bay Nutrients Watershed Permit; 2017 WWTP and Biosolids Master Plan.

Fund Allocation Basis: Based on ratio of current ADWF to projected buildout ADWF at the time of project inception.

### 10-Year Cash Flow and Estimated Project Cost:

| Prior | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 | FYE 28 | FYE 29    | Future     |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|------------|
| 0     | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 7,380,000 | 35,400,000 |

Total Estimated Project Cost \$42,780,000

Current Adopted Budget \$0

Increase/(Decrease) \$42,780,000



**TITLE:** Public Hearing: Adopt Operating Budget for Fiscal Years Ending 2020 and 2021

**RECOMMENDATION:**

Staff recommends the Board of Directors hold a public hearing related to the Operating Budget for Fiscal Years Ending 2020 and 2021, and adopt, by Resolution, the Operating Budget for Fiscal Years Ending 2020 and 2021.

**SUMMARY:**

The Board received the Proposed Operating Budget for Fiscal Years Ending 2020 and 2021 on May 21, and an in-depth presentation of the budget on June 4. On June 11, a revised document was delivered to the Board. The document incorporates the following proposals as previously discussed:

- Implementation of the new 2019-2024 Strategic Plan within the department goals and objectives;
- Proposed staffing of five new full-time positions (supervising mechanic, plant operator, water operations supervisor, regulatory compliance supervisor, and assistant general manager) and a two-year limited-term lab technician;
- Proposed Water rate increases; and
- Increased focus on infrastructure maintenance, training, technology, and asset management.

The document is divided into four main sections – executive overview, financial overview, department operating budgets and the appendix. The financial overview section addresses the working capital of each fund group (Local Wastewater, Regional Wastewater, Water, and Internal Service), including details of revenues, expenditures, transfers, and budget trends.

As discussed on June 4, the document has been modified to reflect more accurate fiscal year ending (FYE) 2019 revenue projections and ending working capital balances. In addition, several adjustments were made to the two-year Capital Improvement Program (CIP) budget which are now incorporated into the two-year operating budget. In addition, staff has included updated performance measures for the District.

In summary, the enterprise funds for Regional Wastewater and Water are in a very strong financial position with working capital limits at or above Board policy target levels. The Local Wastewater Enterprise fund, however, has struggled over the last two years, requiring a substantial increase in rates to fund both operations and replacement projects. Even with the new rates incorporated, the combined working capital in this fund group (enterprise and rate stabilization) is estimated to be only \$388,000 and \$541,000 for FYE 2020 and 2021, respectively. Staff is proposing to closely monitor this situation including deferral of transfers from the Enterprise to the Replacement fund until the operating fund can recover and achieve Board policy levels. This situation is projected to reverse itself and the fund will be restored to a healthy financial position during the next five years.

|   |                            |                                   |
|---|----------------------------|-----------------------------------|
| <b>Originating Department: Administrative Services</b>  | <b>Contact: C. Atwood</b>  | <b>Legal Review: Not Required</b> |
| <b>Cost: \$0</b>  | <b>Funding Source: N/A</b> |                                   |
| <b>Attachments:</b> <input type="checkbox"/> None <input type="checkbox"/> Staff Report<br><input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order<br><input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right) | 197 of 344                 |                                   |

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AND ADOPTING THE OPERATING BUDGET FOR FISCAL YEARS ENDING 2020 AND 2021

---

WHEREAS, the District is required to adopt an operating budget by September 1; and

WHEREAS, on June 4, 2019, the Board was provided a comprehensive overview of the development process and assumptions, a District-wide financial review, and a presentation of fund financial allocations in the proposed budget for fiscal years ending 2020 and 2021, to review and provide guidance on its priorities and on the finalization thereof; and

WHEREAS, on June 11, 2019, the Board was provided an updated proposed budget reflecting adjustments to fiscal year ending 2019 revenue projections and beginning working capital balances, Capital Improvement Program (CIP) Plan modifications, and other minor adjustments; and

WHEREAS, the budget as presented provides a financial plan that supports the Board's policy objectives for the next two fiscal years as expressed in the District Strategic Plan; and

WHEREAS, said budget incorporates expenditures for operating the District to provide reliable and sustainable water, wastewater, and recycled water to the communities it serves in a safe, efficient, and environmentally responsible manner; and

WHEREAS, the proposed budget meets Board priorities, realizes efficiencies and responsible cost savings, demonstrates fiscal accountability and value to customers, is balanced and ensures future financial sustainability; and

WHEREAS, in accordance with the requirements of California Government Code Section 61110(c) which govern community services districts, on June 17, 2019, the District Secretary published the notice of public hearing for the biennial Operating Budget for Fiscal Years Ending 2020 and 2021, which was more than fourteen (14) days prior to the public hearing for the operating budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, that the Proposed Operating Budget for Fiscal Years Ending 2020 and 2021, attached as Exhibit "A," modified as described above, including the revenues, expenditures, and transfers as described therein, is hereby adopted, and all expenditures made consistent therewith are hereby ratified and approved.

Res. No. \_\_\_\_\_

ADOPTED by the Board of Directors of the Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 2nd day of July, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Madelyne A. Misheloff, President

ATTEST: \_\_\_\_\_  
Nicole Genzale, District Secretary



## Proposed Operating Budget Fiscal Years Ending 2020 and 2021

*Protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner*



**Dublin San Ramon  
Services District**

*Water, wastewater, recycled water*

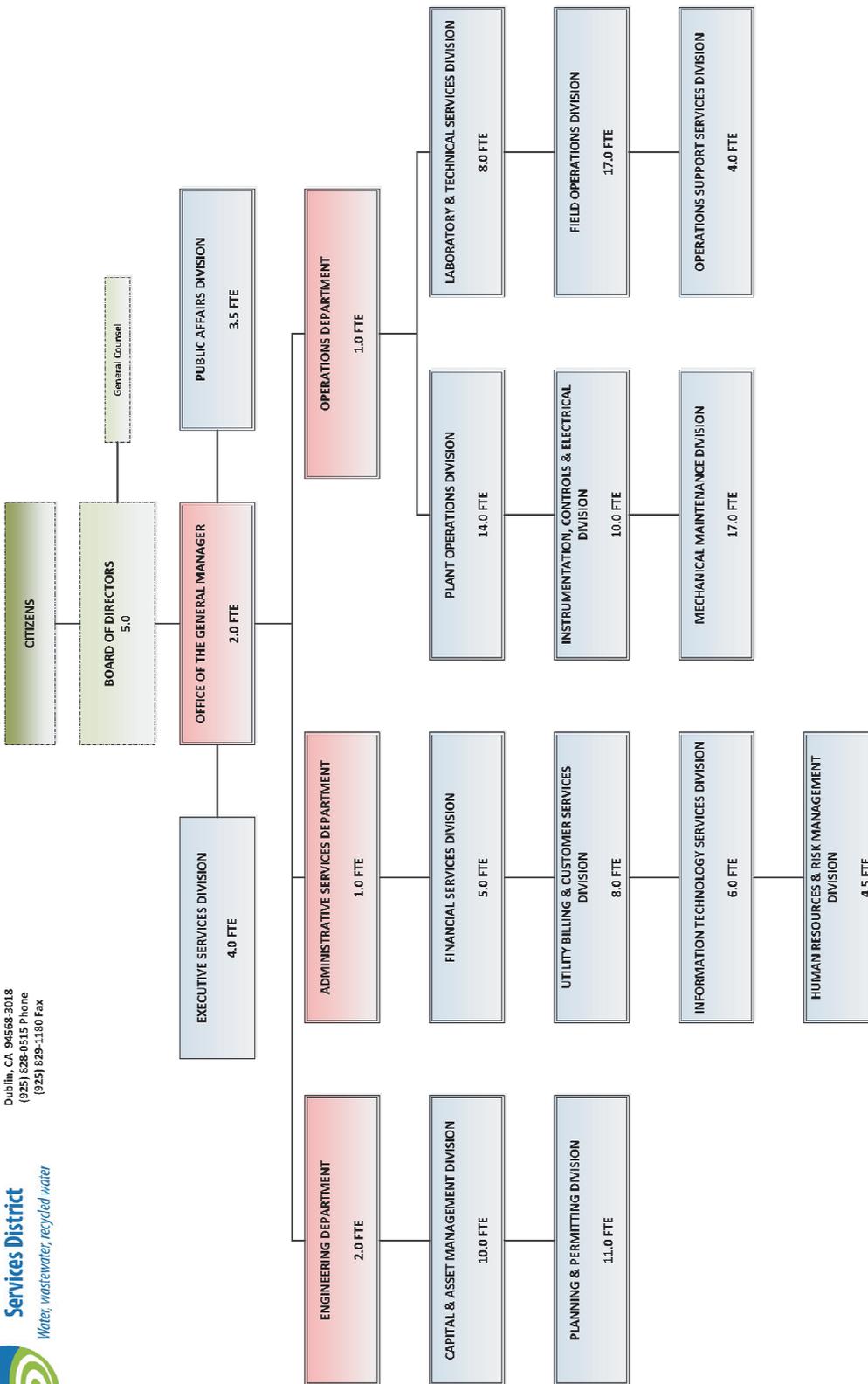
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FYE 2020 & FYE 2021



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Last updated: 06.06.19

## Dublin San Ramon Services District Board of Directors



Madelyne (Maddi) Misheloff  
President



Ed Duarte  
Vice President



Ann Marie Johnson  
Director



Richard Halket  
Director



Georgan Vonheeder-Leopold  
Director

## Senior Management Team

Daniel McIntyre — General Manager  
Carol Atwood — Administrative Services Manager  
Jeff Carson — Operations Manager  
Judy Zavadil — Engineering Services Manager



*The California Society of Municipal Finance Officers (CSMFO) issues annual awards for outstanding achievement and contributions to the profession. Dublin San Ramon Services District received the Operating Budget Excellence Award for its fiscal years ending (FYE) 2018 and 2019 Operating Budget. In bestowing this award, CSMFO acknowledges the District for its outstanding presentation of financial and budgetary data.*

*The District's FYE 2019 and 2020 Operating Budget is intended to continue to meet the CSMFO's high standards and will be submitted again to determine eligibility.*

Resolution \_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING  
AND ADOPTING THE OPERATING BUDGET FOR FISCAL YEARS ENDING 2020 AND 2021

# Notes

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**June 11, 2019**

Honorable President and District Directors:

I am pleased to submit the Fiscal Year Ending 2020 and 2021 operating budget for the Board's review and consideration. This operating budget provides an overview of the budget process, highlights District challenges and accomplishments over the last two years, identifies major policy issues facing the District, and describes detailed financial plans over the next two years.

The Tri-Valley economy continues to be strong and the revenue in all of the District's three main business enterprises continue to increase significantly as a result of growth in the customer base from new development. The two primary challenges are continuing to place greater emphasis on a proactive preventative maintenance program while dealing with a large amount of retirements and the loss of institutional knowledge as employees turn over. In addition to the growth of our infrastructure (over the last decade, the District's number of water accounts alone has grown by more than 45%), the acceleration in the preventative maintenance program and development of a comprehensive Asset Management Program require additional resources. To address these main challenges, and meet the growing regulatory demands of our industry, the budget anticipates adding Five Full-Time Equivalent (FTE) positions and a two-year limited term position. These additions will bring the total full time positions up from 122 to 128, still below the District's peak of 134 FTE's prior to the Great Recession of 2009.

The pace of development continues to strengthen the District's financial position as new customers are added, meaning that the addition of new staff resources will have a modest impact on water and regional wastewater utility rates over the next five years. Most notably, no rate adjustment is proposed for water rates in 2020, and future adjustments will be limited to Consumer Price Index (CPI) inflation increase beginning in 2021 through 2024. Increases for the Regional Wastewater rates will also be limited to planned CPI increases through FY 2021, after which staff will prepare a new wastewater rate study to determine financial sufficiency. The one exception is the District's smallest enterprise, the Local Wastewater Fund, which has been underfunded for a number of years. In 2017, the Board took aggressive action to stabilize the Local Wastewater Fund, approving a five year rate program starting in 2017 that nearly doubles rates through 2022 to support on-going operations and provide needed capital replacement funding.

### **Budget Development Process**

The FYE 2020 and FYE 2021 budget process began with the Annual Leadership Team Retreat in January of 2019. Senior managers and division managers met for two days to discuss the District's most important risks and priorities, and the management of a very heavy workload during a time of unprecedented staff turnover. The Leadership Team developed the 2019-2024 Strategic Plan Update (Strategic Plan) for the Board's consideration. In May, the Board reviewed and adopted the Strategic Plan, laying the foundation for the District's updated mission statement, vision and top priority goals over the next five years.

## Highlights and Review of FYE 2018 and FYE 2019

The last two fiscal years have continued a period of unprecedented challenge and transition for the District. Most significantly, a period of rapid staffing transitions resulting primarily from retirements that began in 2016 continued through FYE 2019. During the last two year period, 37 new full-time staff were hired and the District is currently recruiting for eight vacancies. Most notably, half of the District's mid-managers left service in the last two years. These changes have contributed to a 75% turnover of our Leadership Team (senior managers and middle managers) over the last four years. The large number of retirements in such a short period of time requires significant effort in documenting standard operating procedures (SOP) and recruiting and training new staff, which further hampers on-going operations.

The District faced many extraordinary emergencies over the last two years. Most notably, on Sunday, November 11, 2018, the District Office flooded because of a broken fire sprinkler service line, forcing District Office staff to relocate overnight to the Field Operations Facility and the Regional Wastewater Treatment Plant. Fortunately, the call center was operational the next morning from the Field Operations Facility, and all District administrative and engineering activities were restored by the following Wednesday. The restoration work is anticipated to exceed \$2 million, with additional building renovation of \$2.9 million authorized by the Board in 2019. The restored and renovated District Office is anticipated to be ready for re-occupancy by the beginning of 2020.

*District Office flooding in the main lobby on afternoon of November 11, 2018*



In the aftermath of this flooding, the District has been supported by its sister agencies, who have made facilities for meetings available for Board functions, Joint Power Authority meetings, and large staff meetings. The District is appreciative of the support from the City of Dublin, the Zone 7 Water Agency, and the City of Pleasanton.

The Operations Department managed a significant number of unexpected emergencies, including a major water line break on Tuscany Lane in Dublin, and the complete loss of power for the DERWA recycled water facility because of a catastrophic electrical equipment failure.

Despite these challenges, the District had many successes over the last two years. The District improved its financial position in a number of ways. Firstly, the District was able to take advantage of a favorable interest environment to refinance the 2011 Water Revenue Refunding Bonds (\$35.6 million), resulting in approximately \$9.8 million savings over 24 years. Secondly, the District saw its California Public Employee's Retirement System (CalPERS) Unfunded Actuarial Liability (UAL) funded ratio improve from 83.0% to 89.6%, continuing a positive trend since 2012 when the funding level stood at 71.0%. In March of 2019, the Board directed staff to accelerate funding by increasing contributions to

\$1.3 million per year beginning in FYE 2020. Lastly, the District successfully completed labor contract negotiations with all bargaining groups, balancing the need to remain competitive on benefits, while controlling growth in salary costs.

The District took a number of steps to bolster its water supply in partnership with other water agencies. On behalf of DSRSD-EBMUD Recycled Water Authority (DERWA,) the District negotiated a three year agreement with the Central Contra Costa Sanitary District to divert up to one million gallons of wastewater per day to serve as a water supply for the DERWA recycled water system during mid-summer peak demand periods. In partnership with the other Tri-Valley water agencies, the District completed a Joint Potable Reuse Technical Feasibility Study, which demonstrated that a Regional Potable Reuse Project is feasible, potentially adding 7% to 15% to the Tri-Valley's potable water supply.

A major District focus in the last two years was on community outreach. The District published the first two editions of the DSRSD Annual Report. Secondly, the District created a State of the District presentation, which was presented by representatives of the Board of Directors to the elected boards of two of our sister agencies. Lastly, the District held its first Annual Citizens Water Academy with the intent of enhancing the community's understanding of the services that DSRSD provides, and inviting citizens to consider running for office at DSRSD at some point in the future.

*2018  
Citizens  
Water  
Academy*



A significant number of major capital improvement Projects were completed in the last two fiscal years:

- DERWA Recycled Water Treatment Plant Phase 2 Expansion - \$18.8 million
- Facilities Relocation for Dublin Boulevard Widening - \$2.6 million
- Dublin Trunk Sewer Rehabilitation - \$6.6 million
- Anaerobic Digester #4 - \$13.3 million

Projects in progress or just started include:

- Primary Sedimentation Expansion Improvements - \$19.0 million
- District Office Restoration and Remodel - \$5.0 million
- Foul Air Line Rehabilitation - \$1.5 million

Projects where the District will begin or has begun design on, and anticipates constructing in FYE 2020 and FYE 2021 include:

- Reservoir 20B - \$7.0 million
- Wastewater Treatment Plant SCADA - \$2.9 million
- Bio-Gas Treatment System Improvements - \$4.0 million

Other major highlights include:

- Completed a comprehensive update of the Wastewater Treatment Master Plan, which was last updated in 1997. The Master Plan proposes construction of nearly \$100 million of expansion, improvement, and rehabilitation projects over the next 20 years.
- Completed Local and Regional Wastewater Capacity Reserve Fee Study in 2018, which was last updated in 2011. The District was able to reduce the fees for new development by an average of 14%.
- Completed a Comprehensive Water Cost of Service Study in 2019, which was last updated in 2013. This study reflected a restructuring of rates to ensure the District is in full compliance with new legal requirements and cost of service principals.
- Completed a process of converting from “at large” elections to “by district” elections beginning in 2020, ensuring that the District remained in compliance with the California Voting Rights Act.
- Significantly reduced the frequency of water quality incidents by reducing the number of positive coliform detections in the last year to just two, down from the average of thirteen over the prior two year period.

### **Major Policy and Operational Issues in FYE 2020 and FYE 2021**

Many of the major policy issues facing the District over the next two to five years are reflected in the 2019-2024 Strategic Plan Update. The eight main goals of the updated Strategic Plan including a summary of programs and resources to address the goals are noted below. In several cases, the addition of five full-time equivalent positions and a two-year limited term position will support more than one of the Strategic Goals and thus are “counted” in more than one area.

#### **1. Maintain our financial stability and sustainability**

The District continues its transition from reactive maintenance to planned preventative maintenance as a way of investing near-term on operations to curb prohibitively expensive long-term replacement costs. Maintenance and capital plans needs are fully integrated over the next two to three years to optimize life-cycle costs of District assets. Creation of refined long-term financial models for our Water, Local Wastewater, and Regional Wastewater enterprises will improve our planning, and guide future rate studies.

The District will strive to ensure that future rate increases are limited to no more than general inflation. In the near-term, no adjustment to water rates is proposed in 2020, and are limited to CPI adjustments for 2021-2024. For the Regional Wastewater Fund, CPI rate adjustments are proposed for 2020 and 2021. The Local Wastewater enterprise fund will require rate increases exceeding general inflation through 2022 as prior year rate levels were not sufficient to pay for current operating and capital replacement needs.

An on-going \$1.3 million commitment for addressing the CalPERS Unfunded Actuarial Liability is incorporated in the operating budget.

No additional resources in the operating budget are proposed to meet this strategic goal.

2. Make additional investment in information systems that provide a strong return on investment

The District will continue developing a major electronic content management program that began in 2014, and that has been incorporated in the Strategic Plan continuously since then. No new resources are required for this objective. In addition, the District will be updating its fifteen year old financial management software. \$1.5 million is proposed in the capital improvement budget for this expenditure over the next two years.

The addition of three full time positions in the Operations Department will significantly enhance the District's ability to fully implement a computerized maintenance management system to support the integrated Asset Management Program.

3. Update business practices and procedures

In part, the addition of one of the new full time positions in the Operations Department will help with updates to electronic operations manuals and their integration with the District's electronic records management and maintenance management systems.

In order to revise Joint Powers Authority and other interagency agreements, sustained senior manager effort will be necessary. The addition of an Assistant General Manager position will contribute to this effort, either directly, or indirectly by taking over other administrative functions.

4. Develop a fully integrated Asset Management Program to guide all the District's business decisions

To address planned capital rehabilitation and replacement, the budget proposes continued ramp up for annual capital replacement transfers for the Water and Regional Wastewater funds. The Regional Wastewater transfer increases by \$200,000 each year to a level of over \$3.3 million. The Water transfer increases from \$4.6 million a year up to \$5.5 million per year, reflecting additional focus on long-term rehabilitation and replacement needs of the District's portion of DERWA Treatment system assets.

A comprehensive Asset Management program reflects not only capital replacement, but also a proactive preventative maintenance program. Utilizing additional staff resources provided in the last two year budget cycle, the District is transitioning from unscheduled repairs to more preventative maintenance. Additional focus and resources are needed to complete the building of the Asset Management Program database and to analyze resulting data from the District's computerized maintenance management system. The budget proposes the addition of two FTEs for the Regional Wastewater Enterprise and one FTE for the Water Enterprise, which will in part contribute to greater effort in this area.

5. To meet the challenges of staffing transitions over the next five years, enhance the leadership, professional, and technical skills of the District's staff

The addition of two of the Full Time Equivalent positions at the Supervising Worker level in the Operations Department, combined with the addition of the Regulatory Compliance Supervisor position and an Assistant General Manager position, will provide additional resources to emphasize District-wide learning and skills development. Moreover, it will broaden possibilities for succession and continuity planning in the organization.

6. Enhance our ability to respond to emergencies and maintain business continuity

A new Regulatory Compliance Supervisor position is proposed for the Operations Department, which will be dedicated approximately 25% of the time to emergency preparedness. The addition of an Assistant General Manager position will provide some additional support and effort (either directly or indirectly) for this task.

7. Meet the objectives of the District's water supply policy by developing and implementing an integrated recycled and potable water program

Major efforts will include refining the District's Water Supply Policy, last updated in 2015, and continuing to collaborate with other Tri-Valley agencies in the exploration of various long-term water supply, storage, and transmission options such as regional potable reuse, regional desalination, Delta Conveyance, water transfers, Sites Reservoir, Los Vaqueros Reservoir, and the Transfer-Bethany pipeline.

In order to accelerate progress on this goal, an Assistant General Manager position is proposed. Either through direct effort, or indirectly by freeing the General Manager of some administrative and special projects duties, significant additional time from the Assistant General Manager and/or the General Manager will be dedicated to this goal.

8. Develop a long-term strategy to ensure greater energy reliability for the District

An energy policy and energy master plan will be developed with a future budget cycle. The creation of a Regulatory Compliance Supervisor position to take over responsibilities for permitting and special projects will free up the Operations Manager to facilitate development of a policy and an energy master plan. No new resources are specifically proposed to address this goal in the current budget, but capital resources will be needed in the future to implement an energy master plan.

Other Policy Consideration

The District will need to prepare a new five year Urban Water Management Plan during FYE 2021. This will be an opportunity for the District to fundamentally reframe its plans for creating better local control and diversification of its water supply. This will be a major work program which will be addressed with \$150,000 of funding from the Operating Budget.

**District Financial Issues**

The strong local economy, reflected in the rapid increase in new development in Dublin and Dougherty Valley, continues to serve as a beneficial tailwind to the District's finances. Because many of the District's costs are fixed, additions to its customer base enhance the financial condition of the Local Wastewater Enterprise, the Regional Wastewater Enterprise, and the Water Enterprise. The addition of new customer connections also brings in significant "buy in" revenue, a component of capacity reserve fees, which has the effect of strengthening each enterprises' replacement and improvement fund. For the water enterprise, the budget conservatively anticipates a 1.91% growth rate for FYE 2020 and 0.79% growth rate for FYE 2021 based on District projections for dwelling unit equivalents (DUE). The wastewater enterprise assumes a 0.99% and a 0.79% growth rate respectively.

Total District revenues are projected to increase by 6.19% in FYE 2020 and decrease 3.43% in FYE 2021. FYE 2019 service charge revenue saw a slow down of water demand compared to the rapid post-drought recovery of the prior two fiscal years. Although water demand slowed in FYE 2019, staff anticipates increasing service charge revenue in both FYE 2020 and FYE 2021 due to modest growth in water demand and customer accounts. Capacity Reserve Fee revenue is projected to decline over the budget period due to slower development in the service area.

The following chart summarizes the District's operating revenues.

| Revenues              | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|-----------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Service Charges       | 49,239,601        | 54,130,075        | 54,760,687         | 59,261,058        | 62,515,483        |
| Capacity Reserve Fees | 20,330,329        | 29,944,208        | 24,845,000         | 24,271,033        | 17,355,058        |
| Other Revenues        | 14,817,685        | 9,765,035         | 5,852,763          | 6,772,135         | 7,214,781         |
| Interest              | 354,326           | 695,672           | 3,155,038          | 3,797,123         | 3,784,966         |
| <b>Total</b>          | <b>84,741,941</b> | <b>94,534,990</b> | <b>88,613,488</b>  | <b>94,101,350</b> | <b>90,870,288</b> |
| <b>% Change</b>       |                   | <b>11.56%</b>     | <b>-6.26%</b>      | <b>6.19%</b>      | <b>-3.43%</b>     |

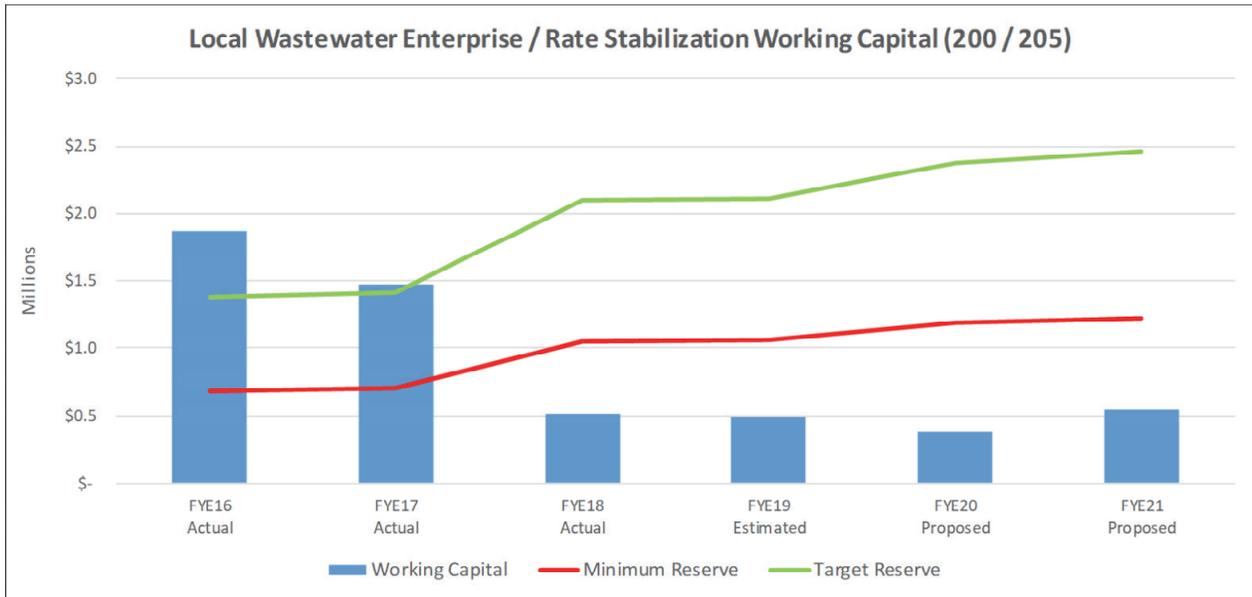
District operating expenditures are projected to grow 5.46% and 1.41% in FYE 2020 and FYE 2021, respectively. Salary and benefits reflect the addition of five full time employee positions and a two-year limited term position. In addition, the Board approved additional contribution to the District's pension UAL with a goal of maintaining a 90%+ funding of this obligation. These additional expenditures are offset by a decline in other expenses, which is primarily due to advance payoff of \$3.4 million for capacity payments to the East Bay Dischargers Association (EBDA) in FYE 2019. EBDA payments are budgeted as contributions to JPAs because they are funded through the Livermore-Amador Valley Management Agency (LAVWMA) of which DSRSD is a member agency. The difference between total revenues in the table above and operating expenses in the table below is used to fund capital activity.

The following chart summarizes the District operating expenses.

| Operating Expenses by Category | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Wages and Benefits             | 20,186,984        | 20,754,359        | 22,460,362         | 26,617,914        | 27,687,261        |
| Materials                      | 16,271,453        | 18,413,999        | 19,534,047         | 20,084,779        | 21,330,670        |
| Contracts                      | 6,160,516         | 5,206,641         | 7,372,683          | 7,394,285         | 7,337,306         |
| Other Expenses                 | 14,906,652        | 29,765,476        | 16,998,307         | 14,818,224        | 14,825,773        |
| Capital Outlay                 | 467,385           | 414,482           | 655,450            | 1,762,600         | 491,000           |
| <b>Total</b>                   | <b>57,992,989</b> | <b>74,554,956</b> | <b>67,020,849</b>  | <b>70,677,803</b> | <b>71,672,010</b> |
| <b>% Change</b>                |                   | <b>28.56%</b>     | <b>-10.11%</b>     | <b>5.46%</b>      | <b>1.41%</b>      |

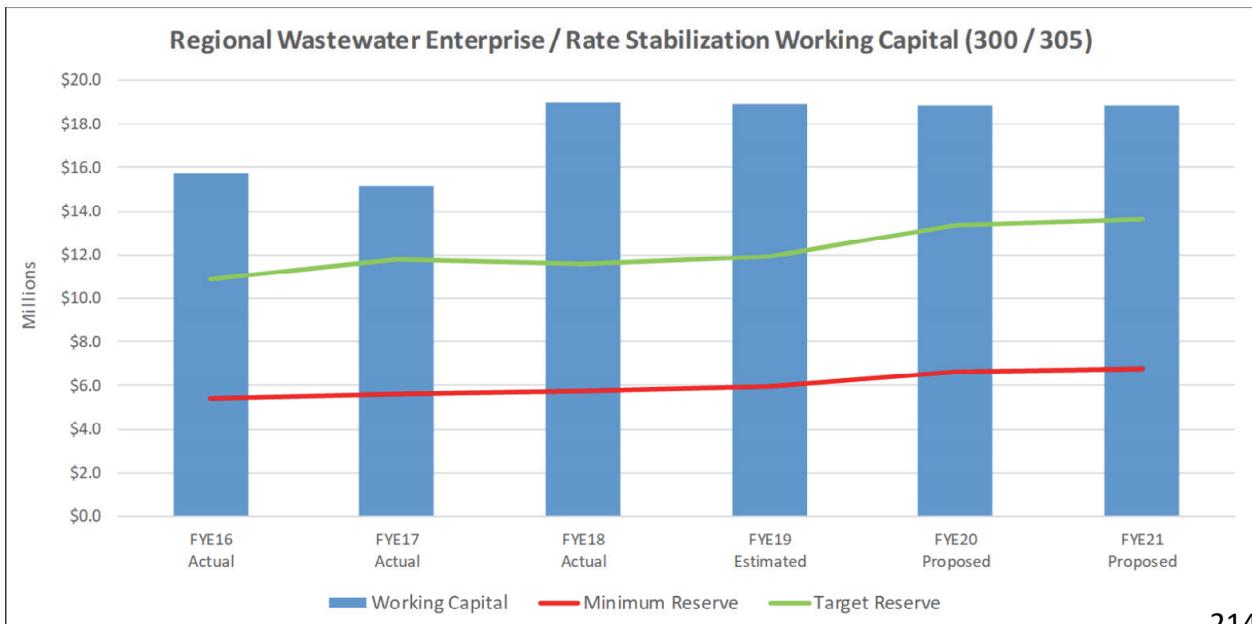
**Enterprise and Rate Stabilization Working Capital Overview**

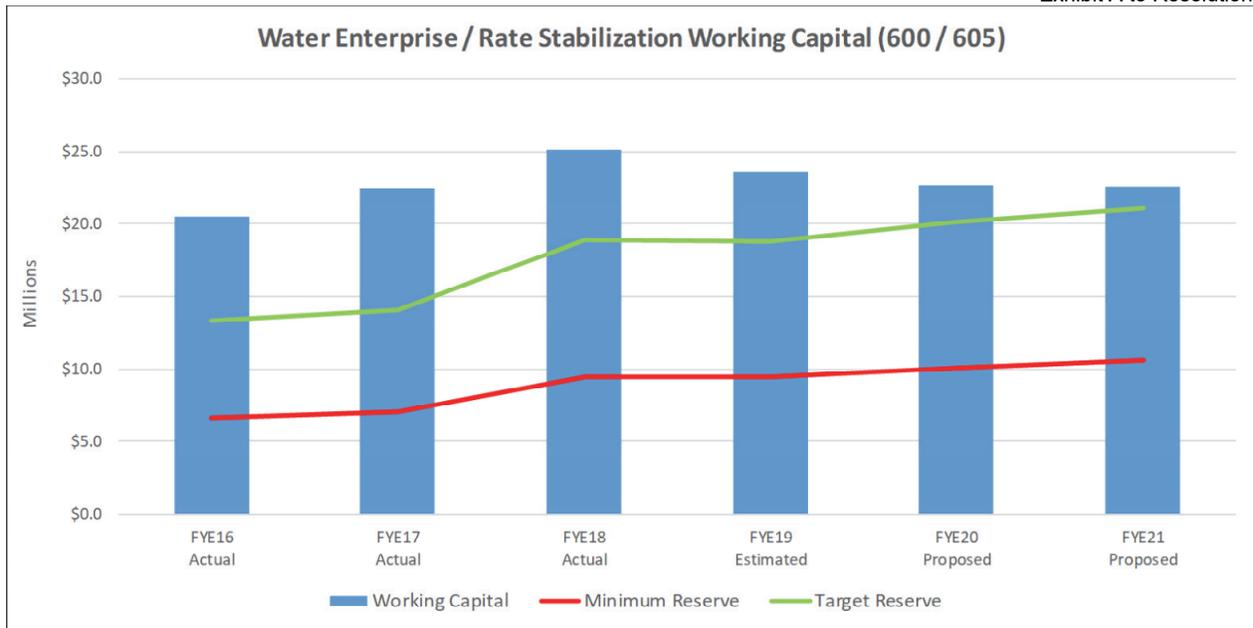
The Local Wastewater Enterprise fund will need to be carefully manage due to very limited working capital resulting in deferred maintenance and underfunding of capital replacement transfers. Even with rate increases of over 10% over each of the next three years, the Local enterprise will remain below policy reserve minimums and only be able to fund basic operations. No capital replacement transfers have been budgeted and the Local Rate Stabilization Fund will have a near zero balance through the budget period.



Although the working capital in the Local Replacement fund looks healthy, there is an outstanding balance of over \$4 million from an interfund loan due to the Local Expansion Fund for the Dublin Trunk Sewer Rehabilitation Project. The Local Replacement fund will be entirely dependent on system “buy in” fees from new development until Local funds are able to restore replacement allocation transfers

The Regional Wastewater Funds and the Water Funds are healthy with projected reserves above target levels, as illustrated in the following two graphs.





### CalPERS Unfunded Actuarial Liability

The District's CalPERS Unfunded Actuarial Liability has been reduced to \$10.2 million. The minimum required payments to CalPERS to address this liability is \$697,249 for FYE 2020, rising to \$1.5 million by FYE 2025. Per Board direction in March of 2019, the proposed operating budget will include accelerating the District's contribution to \$1.3 million in FYE 2020 and in FYE 2021. Advanced funding of the UAL will result in interest cost savings. Approximately \$2.3 million in interest cost savings is anticipated if the District maintains the budgeted level of contributions is over the next 15 years.

### Other Post-Employment Benefits (OPEB)

Compared to almost all other public agencies in California that have retiree medical benefits through CalPERS, the District's funding of OPEB is strong. As a member of the California Employer's Retiree Benefit Trust (CERBT), the District is funded in the top 27% of all participating agencies. Other water agencies participating in CERBT have an average funded status of 47% while the District is at 93% funded as of June 30, 2017, the date of the most recent valuation. Future impacts from OPEB on the District's finances, and costs to ratepayers, are expected to be moderate.

### **Fund Highlights**

The District manages three businesses: Local Wastewater involving the sewer collection system serving Dublin and southern San Ramon, Regional Wastewater including wastewater treatment for Dublin, Southern San Ramon and Pleasanton (by contract), and Water/Recycled Water for Dublin and the Dougherty Valley portion of San Ramon. Each of these three businesses is accounted for separately by an independent "fund family". Each "fund family" includes the following four associated funds:

- Enterprise Fund – to account for operating expenses
- Rate Stabilization Fund – to account for fund reserves for emergency expenditures
- Replacement Fund – to pay for long-term capital replacement of assets
- Expansion Fund – to finance capital improvements needed to serve new development.

The operating budget contains a detailed overview of working capital, revenues, expenses, debt service, and inter-fund transfers for each enterprise fund and its related rate stabilization fund. Additionally, the District has three additional internal service funds to account for allocated administrative overhead, other post-employment benefits (“OPEB”), and the Dougherty Valley Standby Charge District.

A detailed overview of each of the funds listed above can be found in the Financial Overview section of the budget for the Local Wastewater, Regional Wastewater, Water and Internal Service Fund families. For each enterprise, the overview is separated between enterprise/rate stabilization funds and replacement/expansion funds. For this proposed budget, a brief overview is included on each enterprise’s replacement and expansion fund with additional details contained in the separate Capital Improvement Two-Year Budget. Moreover, a master Fund Working Capital Worksheet showing all funds (enterprise, rate stabilization, special, replacement, expansion) can be found in the appendix to this document.

A major indicator of fund health is the level of working capital (or reserves) for each fund. For each of the three main “fund families”, the minimum working capital targets for both the Enterprise and the Rate Stabilization Fund is two months of operating expenses (four months combined) plus debt service per the Board’s Financial Reserves Policy. Highlights of the three main “fund families”, focusing on major trends, can be found in the Financial Overview section of the budget.

### **Department Operating Budget Highlights**

A detailed overview of the accomplishments of each department can be found in the Department Operating Budget Section. Following is a brief summary of budget and operational highlights for each department:

#### Executive and Legislative Services Department

This department is comprised of the Legislative (Board of Directors budget), the Office of the General Manager, the Executive Services (Office of District Secretary), and Public Affairs (formerly “Communications” and “Public Information”) divisions. An Assistant General Manager position is proposed to provide special focus and attention on developing an alternative water supply, to guide organizational improvement efforts such as a fully mature Asset Management Program, and to spur professional and leadership development efforts throughout the organization.

Major programs in FYE 2020 and FYE 2021 include continuing the highly successful Annual Citizens’ Water Academy and further implementing an electronic content management system.

#### Administrative Services Department

This department is comprised of Administrative Services, Financial Services, Human Resources and Risk Management, Utility Billing & Customer Service, and Information Technology Services divisions. No additional staffing is proposed for the department. Major work programs for the department over the next two years includes:

- Completion and implementation of the recommendations of a Classification Study and a Compensation Study in 2019;
- Replacement of the District’s 15 year old financial management software, which will be funded in the amount of \$1.5 million through the capital improvement budget;
- Update of the Water Capacity Reserve Fee study, last completed in 2016, which requires an accelerated update based on capital improvement needs;
- Comprehensive update of the District’s miscellaneous fees; and
- Continue implementation of new coaching and feedback evaluation process and employee engagement initiatives.

### Engineering Services Department

Comprised of Administration, Capital & Asset Management, and Planning & Permitting divisions, major efforts will focus on implementing a very aggressive Capital Improvement Program. To assist in addressing capital projects, including a special emphasis on improvements in the water system to directly support the Operations Department on water quality issues and implementation of emergency standby power for the water system, two positions will be transferred from the Operations Department to the Engineering Department. One of these positions will be a new 'process engineer', to optimize the operation of the Regional Wastewater Treatment Plant.

Another major effort will be the development of the 2020 Urban Water Management Plan, and continuing collaboration with other Tri-Valley agencies in the exploration of various alternative water supply, storage and transmission projects.

The Engineering Department will continue its planning and permitting review services during a period of high development in Dublin and San Ramon. A number of capital projects to serve new development, including a new Reservoir 20B, is planned to be designed and start construction during the budget period. The Engineering department also anticipates the restoration and remodel of the District Office in early FYE 2020.

### Operations Department

The Operations Department is the largest of four departments in the District. Existing FTE staffing is proposed to increase from 66 to 71 positions in FYE 2020, including the net impact of a FYE 2019 transfer of two positions to the Engineering Department. The additional FTE will provide for increasing focus on preventative maintenance and operation of the water distribution program, the mechanical maintenance program, and the plant operations program. Additionally, a Regulatory Compliance Officer will help with span of control issues in the Operations Department. Lastly, these new positions will provide a needed resource for better knowledge transfer and technical/professional development for new staff.

Field Operations staff will concentrate on repairs to the water system that had been deferred since 2013, spending an additional \$710,000 per year in the first year, and slowly transitioning back to baseline efforts over a five year period.

### **Concluding Comments:**

I would like to express my appreciation for the talents and dedication of the three members of the Senior Management Team, Administrative Services Manager Carol Atwood, Engineering Services Manager Judy Zavadil, and Operations Manager Jeff Carson. I would also like to thank all the division managers that form the balance of the organization's Leadership Team for their great effort in planning the District's Strategic Plan and Operating Budget for FYE 2020 and beyond.

I'd like to particularly acknowledge the work of the Finance Division staff for their perseverance and dedication in preparing this completely new budget document despite the unexpected adversity of working with an aging and challenging financial management software/system. Lastly, the support, engagement, and guidance of the Board of Directors is much appreciated.

Respectfully submitted,



Daniel McIntyre  
General Manager



## Notes

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## Executive Overview

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### 2019—2024 Strategic Plan

#### ***Mission Statement***

Protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.

#### ***Vision***

In our operations, financial practices, and public policies we always strive to be an effective and efficient organization. Our agency is nimble and resilient in navigating the challenges of our ever-changing industry. We relentlessly pursue incremental improvement, and to be seen as a leader of industry best management practices.

#### ***Strategic Goals and Action Items***

1. Maintain our financial stability and sustainability
  - Make early preventative maintenance and rehabilitation expenditures to save on greater deferred costs long-term
  - Develop long-term (ten year) financial models to guide future operating budgets and rate studies
  - Strive to constrain future utility rate increases to no more than general inflation by responsibly managing District costs
2. Make additional investment in information systems that provide a strong return on investment
  - Expand the use of our electronic records management program
  - Replace our finance and utility billing software system by 2022
  - Fully customize and implement our computerized maintenance management system (Lucity) to support our integrated Asset Management Program
3. Update our business practices and procedures
  - Update our electronic operations manuals and integrate them with our electronic records management and maintenance management systems
  - Review and revise our Joint Powers Authority and other interagency agreements to address changing conditions
  - Explore creative ideas for coordinating service delivery with our neighboring agencies
4. Develop a fully integrated Asset Management Program to guide all the District's business decisions
  - Place greater emphasis on preventative maintenance in our operations
  - Integrate capital improvement program planning and operations/maintenance activities to optimize life-cycle costs

## Executive Overview

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### 2019—2024 Strategic Plan

5. To meet the challenges of staffing transitions over the next five years, enhance the leadership, professional, and technical skills of the District's staff
  - Diversify and strengthen the skills of staff through multi-agency professional development programs, through stretch assignments, and through active employee engagement
  - Develop a succession planning plan for key positions where feasible
6. Enhance our ability to respond to emergencies and maintain business continuity
  - Update our Emergency Procedures Manual
  - Create a database of emergency assets, equipment, and materials in stock
  - Conduct a District-wide Incident Command System exercise to assess District capabilities
  - Explore coordination of advanced emergency planning with the cities we serve
7. Meet the objectives of the District's water supply policy by developing and implementing an integrated recycled and potable water program
  - Obtain new recycled water sources to meet long-term demands
  - Complete a 2020 Urban Water Management Plan that creates a blueprint for improving long-term water supply reliability
  - Work collaboratively with our Tri-Valley partners in the development of a more diversified and resilient water supply
8. Develop a long-term strategy to ensure greater energy reliability for the District
  - Develop a District energy policy and District energy master plan



## Executive Overview

### Performance Measures

| Operations                            | Objective   | Target | FY18 Actual | FY19 Estimate |
|---------------------------------------|---|--------|-------------|---------------|
| <b>Regulatory Compliance</b>          |   |        |             |               |
| Wastewater Treatment                  | Permit Violations   | 0      | 0           | 0             |
| LAVWMA Disposal System                | Permit Violations   | 0      | 1           | 0             |
| Water Distribution                    | Bacti Positive Samples  | 2      | 6           | 1             |
| Collections System                    | Sanitary Sewer Overflows  | 3>     | 1           | 0             |
| BAAQMD/Facility Compliance            | Program Compliance/<br>Inspections  | 100%   | 100/95      | 100/100       |
| <b>Process Targets</b>                |   |        |             |               |
| WWTP Self-Generation<br>Power         | Power 70% of annual<br>electrical demand  | 70%    | 69%         | 70%           |
| Diverted WWTP Effluent from<br>LAVWMA | Annual diversion of 40%   | 40%    | 42.1%       | 37.9%         |
| Engineering                           | Objective   | Target | FY18 Actual | FY19 Estimate |
| Capital & Asset Management            | % of budget utilized for<br>capital improvement and<br>asset management projects  | 70%    | 52%         | 25%           |
| Planning & Permitting                 | Review planning applications<br>on or before due dates  | 90%    | 95%         | 95%           |
|                                       | Return review comments of<br>improvement plan<br>submittals within 15 days for<br>first submittal and 10 days<br>for second submittal | 95%    | 93%         | 95%           |
| Administrative Services               | Objective   | Target | FY18 Actual | FY19 Estimate |
| Human Resources & Risk<br>Management  | Average number of days to<br>fill external recruitments<br>from requisition to hire   | 130>   | 167.5       | 172           |
|                                       | % of employees current on<br>AB1825, workplace violence<br>prevention and diversity<br>compliance training                            | 100%   | 96.3%       | 95%           |
| Utility Billing & Customer<br>Service | Mail bills within five days of<br>the first or 15 <sup>th</sup> of each<br>month  | 95%    | 100%        | 100%          |
|                                       | Provide error free bills  | 95%    | 100%        | 100%          |
|                                       | Customer survey responses<br>as satisfied or very satisfied   | 95%    | 100%        | 100%          |

## Executive Overview

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### Performance Measures

| <b>Administrative Services</b>         | <b>Objective</b>  | <b>Target</b> | <b>FY18 Actual</b> | <b>FY19 Estimate</b> |
|--|---|---------------|--------------------|----------------------|
| <b>Information Technology Services</b> | <b>Full network connectivity available</b>                                  | 99%           | 99.91%             | 99.91%               |
|  | <b>Blocked SPAM email messages</b>  | 99%           | 99%                | 99%                  |
| <b>Financial Services</b>              | <b>Maintain good credit rating and debt service coverage</b>                | AA            | AA+                | AA+                  |
| <b>Executive &amp; Legislative</b>     | <b>Objective</b>  | <b>Target</b> | <b>FY18 Actual</b> | <b>FY19 Estimate</b> |
| <b>Executive Services</b>              | <b>Respond to public records requests within initial 10 day requirement</b> | 100%          | 100%               | 100%                 |

## Executive Overview

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### District Overview & Economic Conditions

#### **Overview**

The District was formed in 1953 as the Parks Community Service District. The name was changed to Valley Community Services District (VCSD) in the early 1960s. VCSD became the vehicle for delivering local government services, including water and wastewater services, recreation and parks, garbage collection, and fire protection before city governments existed. The name of the District was changed again in 1977 to Dublin San Ramon Services District (DSRSD) to reflect its service areas. By 1988, the cities of Dublin and San Ramon had incorporated and assumed responsibility for many of the services originally provided by the District. This allowed DSRSD to focus on water and wastewater services. In 1999, the District began providing a third service, recycled water. DSRSD currently provides water, recycled water, and wastewater services to more than 173,000 residents in Dublin, southern San Ramon, Dougherty Valley, and Pleasanton.

The District is governed by a board of directors that sets policy, adopts budgets, and appoints a general manager to run operations. The Board exercises these powers under the authority of the Community Services District Law (California Government Code 61000 et. Seq). In addition, the Board established policies that are reviewed every four years. Board Financial Policies are summarized in the appendix to this document. Beginning in the 2020 election, Board Directors will be elected by district.

#### **Economic Conditions**

The District's service area lies within the Tri-Valley, which is part of the East Bay region of the San Francisco Bay Area. The City of Dublin, which is located approximately 35 miles east of San Francisco and 35 miles north of San Jose, comprises the largest part of the service area. The service area also includes two portions of the City of San Ramon: the original "Village", which is located to the north of Dublin, and the newer Dougherty Valley, located northeast of Dublin. By contract, the District provides wastewater services for the City of Pleasanton, located south of Dublin. Located within commuting distance of major employers throughout the Bay Area, the Tri-Valley offers many transportation options, including Interstates 580 and 680, Bay Area Rapid Transit (BART), Altamont Commuter Express (ACE), and Livermore Amador Valley Transit Authority (LAVTA).

The commercial base of the District's service area (a healthy mix of large and small diverse businesses that include construction, medical and technology) produces greater economic stability and less volatility than more specialized economies such as San Jose (technology) or San Francisco (tourism and technology). As of October 2018, unemployment rates for the cities of Dublin and San Ramon are 2.5%, significantly lower than the rates for the state (4.0%) or counties (2.9% for Alameda and 3.0% for Contra Costa). Unemployment rates also were higher for San Francisco (2.3%) and San Jose (2.6%). The East Bay region will continue to experience growth as it has one of the lowest unemployment rates in the state. East bay unemployment fares better than the 4.3% state unemployment rate. As reported by the East Bay Economic Development Alliance (EDA), the East Bay continues to post record high employment levels. East Bay nonfarm employment increased by 19,200 jobs, a 1.7% increase from March 2017. Employment in the East Bay increased at a faster pace than the nation as a whole, and in many other urban areas, outpacing the 1.5% growth for the nation.

## Executive Overview

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### District Overview & Economic Conditions

The estimated median household income is \$128,403 for Dublin and \$134,188 for San Ramon. The housing market in the East Bay remains strong, with increases in both assessed property values and median existing home prices in Alameda County (9.6% and 5.5% respectively) and Contra Costa County (6.3% and 7.4%). The East Bay's relative home affordability advantage compared to neighboring counties continues to drive local demand.

The East Bay performed well in terms of business activity. As evidenced by taxable sales reaching a record \$48.9 billion in 2017. This represents a 4.4% increase in spending. The Building and Construction category also posted strong growth, with a 9.3% increase during the year. This reflects the rise in construction spending on residential and commercial units permitted in recent years. The outlook for new development in the DSRSD service area remains positive for the long term. Autos and Transportation, as well as, the Restaurants and Hotels categories, had solid growth as rising wages enabled consumers to spend more on leisure activities and durable goods. Another vital sign trending in the right direction is East Bay tourism.

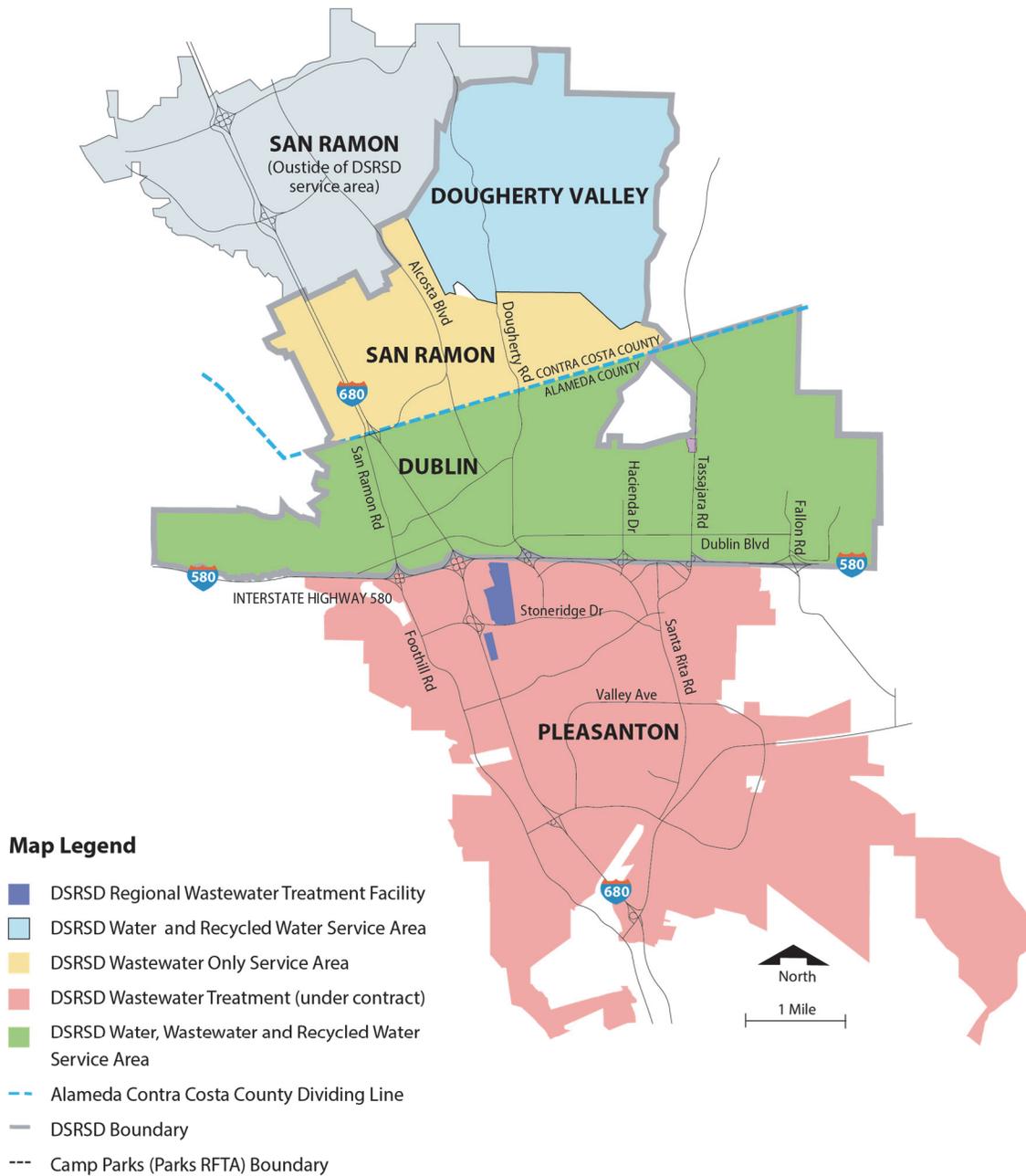
Both Dublin and San Ramon anticipate continued growth in the coming years. Dublin has an estimated population of 63,241, an increase of 4.6% over the previous year. San Ramon's population grew 1.6% to 82,644. According to buildout projections, overall population for Dublin and San Ramon is anticipated to increase 30% by 2035. Over the past decade, the East Bay population has grown significantly. The East Bay region added approximately 22,300 new residents in 2017, leading the Bay Area in terms of absolute population change.

On May 31, 2018, former Governor Edmund G. Brown Jr. signed Senate Bill 606 and Assembly Bill 1668 to establish guidelines for efficient water use and a framework for the implementation and oversight of the new standards on water retailers that must be in place by 2022. The District continues to promote water conservation with public outreach and education. The District has worked with customers to convert landscape irrigation from potable water to recycled water where practical and cost-effective. The District invested in a web-based customer portal solution called Aqua-Hawk to encourage its customers to "take control of their water." The technology is a free service provided by the District to give customers access to their water use activity. Customers can use AquaHawk to monitor their water consumption, to set and receive alerts, and to help control their water bill expenses.

The District's drought response plan includes targeted restrictions in water use, public outreach and education, and implementation of previously adopted water shortage rates. In addition, the District has worked with customers to convert landscape irrigation from potable water to recycled water where practical and cost-effective. The District also conducted a study of alternatives for improving long-term water reliability.

# Executive Overview

## Service Area Map



## Financial Overview

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### Annual Budget Process

Dublin San Ramon Services District operates on a fiscal year which runs July 1 through June 30. In this document, if a year is used, it means the end of the fiscal year; for example, 2020 refers to the fiscal year ending June 30, 2020. "Fiscal year ending" is abbreviated as "FYE".

The FYE 2020-2021 budget was developed explicitly to provide enough detail to address key issues that the Board needs in order to make the fundamental policy decisions the budget adoption represents. Prior to the FYE 2018 and FYE 2019 budget process, budget details have been presented in "line item detail" at the Board's Budget Workshop, with a formal budget "book" produced months later. This FYE 2020 and 2021 budget continues this new approach providing the Board with the entire budget document at their workshop in the final approved format.

The District's budget process started at the January 2019 management retreat which identified strengths, weaknesses, opportunities, and threats facing DSRSD. From that exercise management developed revenue estimates and forecasted expenses for the ensuing two fiscal years. The District's General Manager provided guidance to division management regarding budget development. Senior Managers revised division budgets as appropriate prior to General Manager review before presentation to the Board.

All Board discussions are held in open session and all materials are made publicly available in accordance with the Brown Act. The Board will receive a detailed budget presentation at its June 4, 2019 meeting. A noticed public hearing will be held on June 18, 2019 providing the public an opportunity to voice any concerns and formally make comments regarding the budget directly to the Board prior to adoption.

## Financial Overview

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### Basis of Accounting/GANN Limit

#### ***Basis of Accounting***

The District is in the business of providing potable and recycled water services and wastewater collection and treatment. The District accounts for these business activities in enterprise funds. Revenues are generated through service charges to customers. Expenses are charged to the appropriate fund to ensure that rates are established to recover those costs.

The District is a proprietary entity and uses an enterprise fund format to report its activities for financial statement purposes. Enterprise funds are used to account for operations that are financed and operated in a manner similar to a private business enterprise, but with the intent of the governing body to recover costs and expenses for providing goods and services to the general public on a continuing basis through user charges.

For enterprise funds, where the proper matching of revenues and costs is important, the District utilizes the full accrual basis of accounting for financial reporting. However, the budget shows items as expenses that normally would be recorded directly to the balance sheet. This provides budgetary control throughout the year. Examples include:

- Principal payments of debt, which reduce the amount of debt owed on the balance sheet
- Purchases of capital outlay items (fixed assets), which are capitalized on the balance sheet

In addition, non-cash items such as depreciation and contributions of property are not budgeted.

#### ***Article XIII B Appropriations Limit (Gann Limit)***

The Community Services District Law (Government Code §61000, et seq.) provides that any district that has previously transferred services and all of the property tax revenue allocation associated with those services to another agency does not need to establish an appropriations limit. The District transferred its property tax allocations to the cities of San Ramon and Dublin in 1988, so no appropriation limit is required.

## Financial Overview

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### Description of Funds

#### ***Enterprise Funds***

Enterprise funds are self-supporting funds that cover the costs of operations and maintenance primarily through service charges. The District's core services are each accounted for in an enterprise fund.

- Local Wastewater Enterprise (Fund 200) – operations relating to wastewater collection. The service area consists of the southern part of San Ramon and the City of Dublin.
- Regional Wastewater Enterprise (Fund 300) – operations relating to wastewater treatment. The service area consists of southern part of San Ramon, the City of Dublin, and the City of Pleasanton (under contract).
- Water Enterprise (Fund 600) - operations relating to delivering potable and recycled water. The service area consists of the City of Dublin and the Dougherty Valley area of San Ramon.

#### ***Rate Stabilization Funds***

Each enterprise fund is paired with a rate stabilization fund (RSF) to support the District's strategic goal of managing public funds to assure financial stability, including stability of revenues and related rates and charges. In some years, there may be a surplus above the working capital target in one or more of the District's enterprise funds; in other years, unexpected events may cause a fund balance to fall below the target. Rate stabilization funds allows the District to properly manage these different circumstances to achieve the desired stability; avoiding wide fluctuations in rates to fund operations. Cell tower lease and property tax revenues are also recorded in the water rate stabilization fund.

#### ***Replacement Funds***

Replacement funds receive non-operating revenue from developer capacity reserve fees ("buy-in" component) and replacement allocation transfers from enterprise funds. Replacement allocations are based upon funding requirements identified in the District's preliminary Asset Replacement Planning Model. The buy-in component represents the benefit developers receive from connecting to existing infrastructure that is maintained primarily by ratepayers. This long-term planning model ensures that sufficient funds will be available when capital assets need refurbishment or replacement.

In addition to capital projects, replacement funds also fund the District's capital outlay expenses. A "capital asset" is defined as any individual asset costing \$10,000 or more with a useful life of more than two years.

## Financial Overview

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### Description of Funds

#### ***Expansion Funds***

Expansion funds receive revenue from developer capacity reserve fees. These fees are designed to cover the cost of building expanded facilities for new development, including debt service for assets built to serve new development. Capacity reserve fees, which are considered “non-operating” revenue, are recognized upon receipt but may not be used for many years until the need arises.

Costs for growth-related capital projects, including direct staff time and overhead, are charged to expansion funds.

#### ***Administrative Cost Center***

The District uses the Administrative Cost Center to capture costs that are not specifically identifiable to any one of its enterprises. Costs for all of the District’s administrative divisions are included in this fund. General administrative costs for services provided to two joint powers authorities (DERWA and LAVWMA) are also recorded in this fund.

Net fund costs are allocated based upon staff allocations across enterprise and expansion funds.

#### ***Other Post-Employment Benefits Fund***

In August 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Under the GASB 45 standard, retiree health care and other non-pension benefits for retirees must be paid for as the benefit is earned. In response to this requirement, the District hired an actuary to provide information on the costs of these benefits.

In 2007, the Other Post-Employment Benefits (OPEB) Fund was established to set aside monies for post-retirement insurance costs. The District transferred funds in 2007 from other funds into the OPEB Fund. In 2008, the District passed a resolution to participate in the California Employers’ Retiree Benefit Trust (CERBT), an irrevocable trust established to fund OPEB and administered by CalPERS. Funds held by CERBT are managed by an appointed board not under control of the District Board. The OPEB fund records transactions between the District and CERBT.

#### ***Dougherty Valley Standby Assessment District Fund***

The Dougherty Valley Standby Assessment District (DVSAD) Fund was established to collect assessments and pay ongoing costs associated with the State Water Project specifically tied to the Dougherty Valley. An assessment is levied each year after the budget is finalized. All assessments received for the DVSAD, as well as related expenses, are accounted for in this fund.

## Financial Overview

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### Working Capital by Fund Families

#### ***Working Capital Targets***

The District funds operations from its enterprise and rate stabilization funds. Operating reserves, referred to as “working capital,” are defined as current assets minus current liabilities. Working capital is a measure of available resources to meet fluctuations in cash flows.

The Board of Directors establishes working capital targets to define the appropriate amount of operating reserves available in each fund to cover ongoing costs. These targets are defined in terms of “months of working capital,” or the amount of cash needed to cover expenses for a set period.

For all three enterprise funds, the target is four months of working capital (or four months of that year’s budgeted operating expenses). The working capital target is one of several measures the Board uses to determine when rate adjustments are needed.

The District’s *Financial Reserves Policy* (P400-15-1) establishes reserve guidelines for enterprise, replacement, and expansion funds.

#### ***Working Capital by Fund Families***

The following pages summarize the District’s overall financial picture by individual fund, including revenue and expenses, as well as cash activity that is not accounted for as a revenue or expense (such as loans). The fund schedules are grouped by enterprise, followed by the Administrative Cost Center, the Other Post-Employment Benefits Fund, and the Dougherty Valley Standby Assessment District Fund. Financial reserve/working capital targets and status for each enterprise are included for each fiscal year.

## Financial Overview

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### Working Capital by Fund Families

#### *Local Wastewater Operating Funds: Enterprise (200) / Rate Stabilization (205)*

The Local Wastewater fund group provides sewer collection services in Dublin and southern San Ramon. The collection system consists of the sewer pipes that transmit wastewater from the residences and business to the Regional Wastewater Treatment Plant. Of the three utility enterprises, or businesses, that DSRD manages, Local Wastewater is the smallest, representing only about 5% of total DSRSD operational costs.

In 2017, the Board received a report on some systemic financial challenges facing the Local Wastewater Enterprise Fund. The report noted that this enterprise could not adequately fund the ongoing operations and maintenance of the sewer collections program at current rate levels. One of the primary reasons for the systemic shortfalls is that local wastewater rates had not been set at the level needed to fully fund operations and capital replacement needs for a number of years. Even though general national inflation had increased 31% from 2004 to 2017, the rates in 2017 were at a level of 11.8% below the rates that had existed in 2004. This revenue shortfall existed during a period of deferred maintenance in the collections system program.

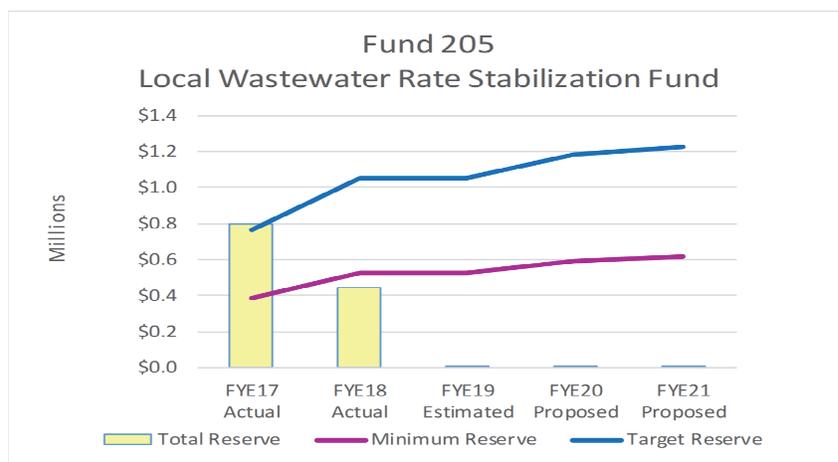
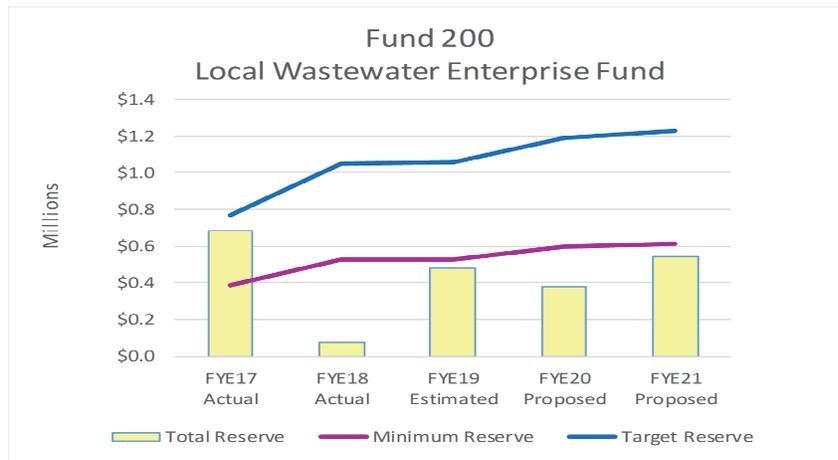
A number of corrective actions were taken to begin stabilizing the Local Wastewater Enterprise Fund. First, the Board approved a significant rate adjustment that would increase the local annual charge for residential users by over 94% over five years. Additionally, the Board revised the scheduled transfer to the Local Wastewater Replacement Fund to 50%, and in June of this year reduced this transfer to zero until rate increases could bring the fund back to a favorable financial position. Finally, the Board directed that the balance in the Local Wastewater Rate Stabilization Fund be transferred to the Enterprise Fund to help meet operating expenses in the short term.

The FYE 2020 and 2021 Budget proposes continued suspension of replacement allocations until the Local Enterprise Fund reserves improve. Staff will evaluate restoring replacement allocations during the next Local Wastewater Rate Study, which is anticipated for Winter 2022. It is important to reinstate these transfers in order for the Local Replacement Fund to be reliant on rate payers and not developers. The Budget proposes the addition of 6.0 FTEs, of which only a small portion (0.2 FTE) is allocated to support Local collection operations.

Due to the above measures, the Local Enterprise Fund is projected to have a positive cash flow in FYE 2021. However, both Local operation funds will remain below reserve policy minimums (2.0 months of working capital) for the budget period. For FYE 2020 and FYE 2021, the Local Enterprise Fund will have 1.28 and 1.76 months of working capital, respectively. The Local Rate Stabilization Fund will have 0.02 and 0.00 months of working capital, respectively.

## Local Wastewater Operating Funds Enterprise Fund & Rate Stabilization Fund

| OPERATING BUDGET   | Local Enterprise<br>(200) |            | Local Rate Stabilization<br>(205) |          |
|--|---------------------------|------------|-----------------------------------|----------|
|  | FYE 2020                  | FYE 2021   | FYE 2020                          | FYE 2021 |
| <b>(Estimated) Beginning Working Capital</b>                 | 480,395                   | 378,775    | 8,904                             | 5,382    |
| <b>Revenues:</b>   |                           |            |                                   |          |
| <b>Total Service Charges</b>                                 | 3,432,162                 | 3,821,528  | -                                 | -        |
| <b>Other Revenues</b>  | 20,683                    | 20,683     | -                                 | -        |
| <b>Interest</b>  | 9,608                     | 7,576      | 178                               | 108      |
| <b>Total Revenues</b>  | 3,462,453                 | 3,849,787  | 178                               | 108      |
| <b>Operating Expenses:</b>                                   |                           |            |                                   |          |
| <b>Wages and Benefits</b>                                    | 2,231,941                 | 2,315,137  | -                                 | -        |
| <b>Unfunded Actuarial Liability (Pension/OPEB)</b>           | 200,896                   | 202,196    | -                                 | -        |
| <b>Materials &amp; Supplies</b>                              | 114,082                   | 108,614    | -                                 | -        |
| <b>Contracts</b>   | 167,132                   | 165,004    | -                                 | -        |
| <b>Other</b>   | 22,750                    | 22,750     | 3,700                             | 4,100    |
| <b>Allocated Costs</b>                                       | 827,272                   | 874,336    | -                                 | -        |
| <b>Total Operating Expenses</b>                              | 3,564,073                 | 3,688,039  | 3,700                             | 4,100    |
| <b>Total Expenses</b>  | 3,564,073                 | 3,688,039  | 3,700                             | 4,100    |
| <b>Net increase (decrease) pre RSF</b>                       | (101,620)                 | 161,748    | (3,522)                           | (3,992)  |
| <b>(Estimated) Ending Working Capital post RSF transfers</b> | \$ 378,775                | \$ 540,524 | \$ 5,382                          | \$ 1,390 |



## Financial Overview

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### Working Capital by Fund Families

#### *Local Wastewater Capital Funds: Replacement (210) / Expansion (220)*

Each business enterprise in the District has two capital funds—replacement and expansion. A key distinction is that replacement funds are largely funded by rate revenue from existing customers and expansion funds are funded by fee revenue from new development. To ensure that there are sufficient funds to maintain existing assets and to construct the facilities to meet the needs of new customers, the District projects the revenues and expenditures in the capital replacement and expansion funds over the ten-year CIP plan period. Please see the District’s Capital Improvement Program for further information.

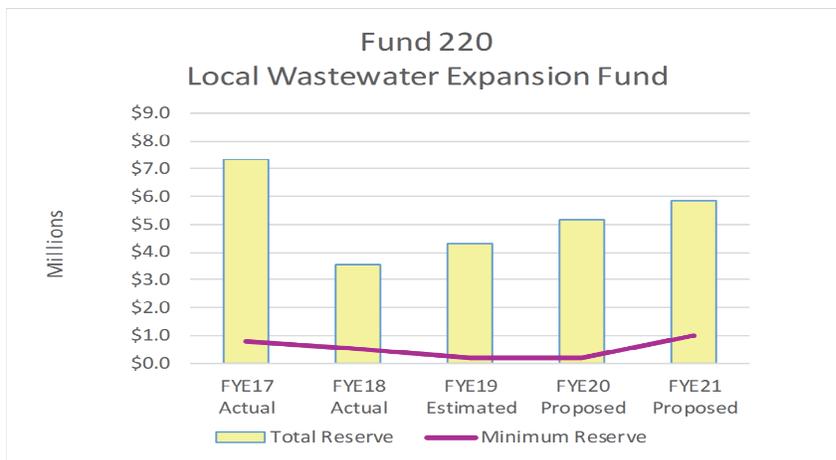
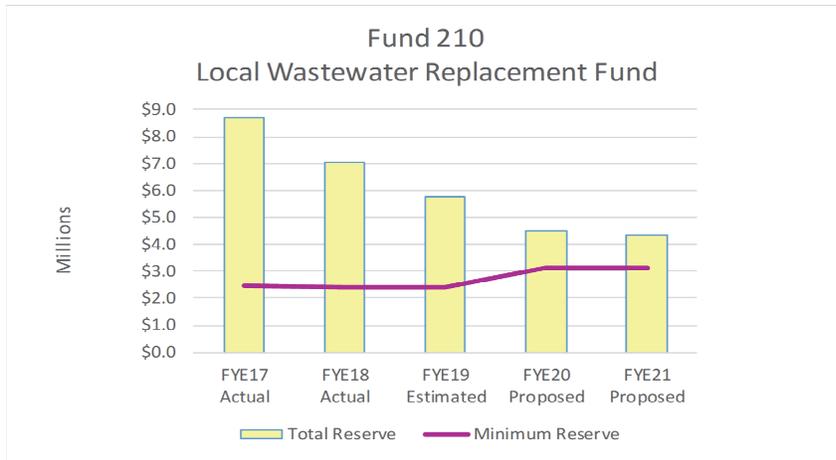
Over the years, the Local Wastewater Replacement Fund has become overly reliant on funding from developer “buy-in fees” that are part of the Capacity Reserve Fee program. To mitigate this problem, the Local Wastewater Enterprise fund proposed increases in transfers into the Replacement Fund to bring a healthy balance to ratepayer versus buy-in fees in FYE 2018 and beyond. Unfortunately, these transfers did not materialize due to the financial condition of the Enterprise fund. To aggravate the situation, the District needed to make major improvements to the Dublin Boulevard Lift Station Relocation (\$1.9 million) and Dublin Trunk Sewer Rehabilitation (\$6.6 million) projects in FYE 2018.

To provide the Replacement Fund with the needed working capital, the Wastewater Expansion Fund loaned the Wastewater Replacement Fund \$5.0 million in FYE 2018. The loan was for a period of six years to bridge the cash flow needs until replacement allocations are once again available from the Local Enterprise Fund. The loan will be repaid in equal installments of \$833,333 plus interest based on Local Agency Investment Fund (LAIF) quarter-ending interest yield beginning in FYE 2019. The proposed Budget includes year two and three of the loan repayment. Capital Projects and Debt Service Payments are projected to exceed the revenues from capacity reserve fees for this fund over the next two years. However, the Local Replacement Fund reserves (FYE 2020: \$4.5 million; FYE 2021: \$4.3 million) are projected to be above reserve policy minimums (\$3.1 million) during the budget period.

The Local Wastewater Expansion Fund is in good financial position with revenues approximating operating and capital project expenditures. In addition, this fund will continue to receive loan payments of \$833,333 plus interest annually from the replacement fund through FYE 2024. The District completed the 2018 Local and Regional Wastewater Capacity Reserve Fee Update in November 2018. Capacity reserve fees were updated based on current information from the District’s asset management model and planned growth-related projects. The Study increased the component that funds the Local Replacement Fund (buy-in), but decreased the component that funds the Local Expansion Fund. Capacity Reserve Fees are annually adjusted in July based on the Engineering News-Record Construction Cost Index (CCI) for San Francisco, CA. The Budget assumes a 3.00% CCI and modest development activity over the next two fiscal years. The next Local Capacity Reserve Fee Study is anticipated for Spring 2024. Local Expansion Fund reserves (FYE 2020: \$5.2 million; FYE 2021: \$5.8 million) are projected to remain above reserve policy minimums (FYE 2020: \$0.2 million; FYE 2021: \$1.0 million) during the budget period.

## Local Wastewater Capital Funds Replacement Fund & Expansion Fund

| OPERATING BUDGET   | Local Replacement<br>(210) |                     | Local Expansion<br>(220) |                     |
|--|----------------------------|---------------------|--------------------------|---------------------|
|  | FYE 2020                   | FYE 2021            | FYE 2020                 | FYE 2021            |
| <b>(Estimated) Beginning Working Capital</b>                 | 5,770,145                  | 4,485,326           | 4,307,351                | 5,155,054           |
| <b>Capacity Reserve Fees</b>                                 | 1,655,326                  | 1,203,646           | 50,492                   | 36,715              |
| <b>Other Revenues</b>  | -                          | -                   | 564,000                  | 580,920             |
| <b>Interest</b>  | 115,403                    | 89,707              | 86,147                   | 103,101             |
| <b>Total Revenues</b>  | <b>1,770,729</b>           | <b>1,293,353</b>    | <b>700,639</b>           | <b>720,736</b>      |
| <b>Transfers In:</b>   |                            |                     |                          |                     |
| <b>Replacement Allocations</b>                               | -                          | -                   | -                        | -                   |
| <b>Interfund Loan Repaid</b>                                 | -                          | -                   | 939,583                  | 918,333             |
| <b>Total Transfers In</b>                                    | <b>-</b>                   | <b>-</b>            | <b>939,583</b>           | <b>918,333</b>      |
| <b>Total Revenue</b>   | <b>1,770,729</b>           | <b>1,293,353</b>    | <b>1,640,222</b>         | <b>1,639,069</b>    |
| <b>Operating Expenses:</b>                                   |                            |                     |                          |                     |
| <b>Wages and Benefits</b>                                    | -                          | -                   | 478,837                  | 503,795             |
| <b>Unfunded Actuarial Liability (Pension/OPEB)</b>           | -                          | -                   | 39,526                   | 39,781              |
| <b>Materials &amp; Supplies</b>                              | 13,200                     | 13,200              | 2,000                    | 2,000               |
| <b>Contracts</b>   | 1,000                      | 1,000               | 55,700                   | 46,730              |
| <b>Other</b>   | -                          | -                   | 280                      | 280                 |
| <b>Capital Outlay</b>  | 503,600                    | -                   | -                        | -                   |
| <b>Allocated Costs</b>                                       | -                          | -                   | 176,892                  | 189,310             |
| <b>Total Operating Expenses</b>                              | <b>517,800</b>             | <b>14,200</b>       | <b>753,234</b>           | <b>781,896</b>      |
| <b>Capital Projects - Proposed Fund Limits</b>               | <b>1,598,164</b>           | <b>508,789</b>      | <b>39,285</b>            | <b>181,744</b>      |
| <b>Transfers Out:</b>  |                            |                     |                          |                     |
| <b>Interfund Loan Repayment</b>                              | 939,583                    | 918,333             | -                        | -                   |
| <b>Total Transfers Out</b>                                   | <b>939,583</b>             | <b>918,333</b>      | <b>-</b>                 | <b>-</b>            |
| <b>Total Expenses</b>  | <b>3,055,547</b>           | <b>1,441,322</b>    | <b>792,519</b>           | <b>963,640</b>      |
| <b>Net Increase (decrease)</b>                               | <b>(1,284,818)</b>         | <b>(147,969)</b>    | <b>847,703</b>           | <b>675,429</b>      |
| <b>(Estimated) Ending Working Capital post ISF transfers</b> | <b>\$ 4,485,326</b>        | <b>\$ 4,337,357</b> | <b>\$ 5,155,054</b>      | <b>\$ 5,830,483</b> |



## Financial Overview

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### Working Capital by Fund Families

#### *Regional Wastewater Operating Funds: Enterprise (300) / Rate Stabilization (305)*

The Regional Wastewater fund group supports the District's wastewater treatment system. The Regional Wastewater service area consists of the City of Dublin and the southern part of the City of San Ramon, and the City of Pleasanton by contract.

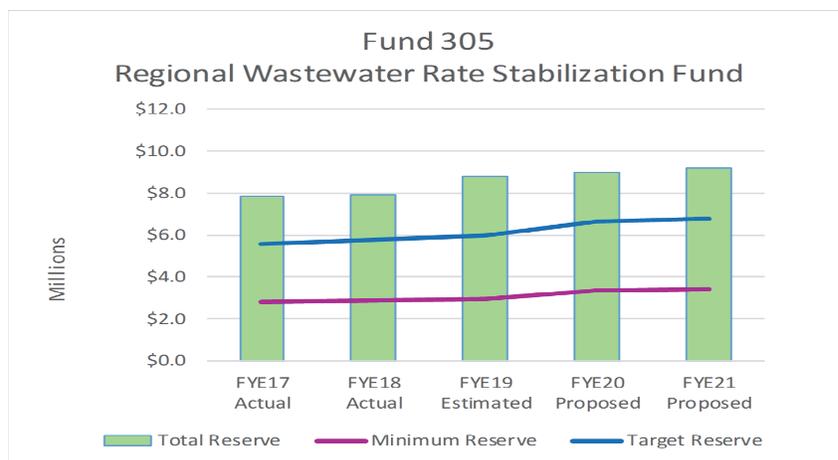
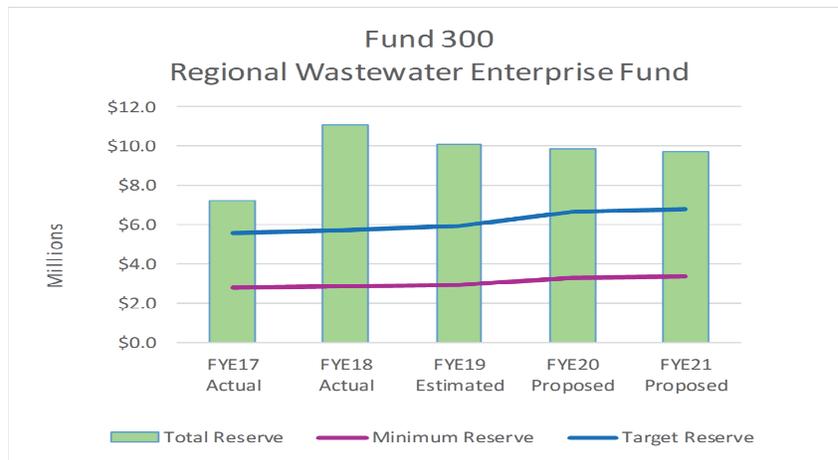
The Regional Enterprise Fund has been, and continues to be, in a strong financial condition. Rate increases were adjusted by CPI from July 2012 through July 2016, with no rate increases implemented in FYE 2017 or FYE 2018. The last rate study (2017 Regional Sewer Rate Study) was completed in June 2017, and recommended only inflationary adjustments from FYE 2019 through FYE 2022. In addition, the majority of commercial customers saw reduced treatment rates as we re-classed our customers from individual categories to a low-medium-high rate schedule based on flows and waste composition. Based on the February 2019 Consumer Price Index (CPI), a 3.53% rate adjustment is reflected for FYE 2020 and a 3.00% rate adjustment is assumed for FYE 2021. The next Regional Rate Study is anticipated for Winter 2022.

Other revenues for this enterprise fund represents pretreatment and industrial waste lab fees, sampling and permits. This revenue has been at a consistent level over the years. In addition, interest income trends are status quo.

The Budget proposes the addition of 6.0 FTEs of which 2.27 FTEs is allocated to support regional treatment operations. For the budget period, combined regional enterprise and rate stabilization funds are projected to be above reserve policy targets (4.0 months of working capital). For FYE 2020 and FYE 2021, the Regional Enterprise Fund will have 5.91 and 5.72 months of working capital, respectively. The Regional Rate Stabilization Fund will have 5.40 and 5.39 months of working capital, respectively.

## Regional Wastewater Operating Funds Enterprise Fund & Rate Stabilization Fund

| OPERATING BUDGET   | Regional Enterprise<br>(300) |                   | Regional Rate Stabilization<br>(305) |                  |
|--|------------------------------|-------------------|--------------------------------------|------------------|
|  | FYE 2020                     | FYE 2021          | FYE 2020                             | FYE 2021         |
| <b>(Estimated) Beginning Working Capital</b>                 | 10,108,658                   | 9,862,333         | 8,827,375                            | 9,000,222        |
| <b>Revenues:</b>   |                              |                   |                                      |                  |
| Total Service Charges  | 22,047,514                   | 22,771,677        | -                                    | -                |
| Other Revenues   | 642,419                      | 642,419           | -                                    | -                |
| Interest   | 202,173                      | 197,247           | 176,547                              | 180,004          |
| <b>Total Revenues</b>  | <b>22,892,105</b>            | <b>23,611,343</b> | <b>176,547</b>                       | <b>180,004</b>   |
| <b>Operating Expenses:</b>                                   |                              |                   |                                      |                  |
| Wages and Benefits   | 8,439,300                    | 8,819,139         | -                                    | -                |
| Unfunded Actuarial Liability (Pension/OPEB)                  | 722,197                      | 726,872           | -                                    | -                |
| Materials & Supplies   | 2,689,494                    | 2,626,515         | -                                    | -                |
| Contracts  | 1,133,010                    | 1,010,797         | -                                    | -                |
| Other  | 251,673                      | 252,717           | 3,700                                | 4,100            |
| Contribution to JPA  | 2,073,734                    | 2,073,734         | -                                    | -                |
| Debt Service   | 1,464,323                    | 1,464,414         | -                                    | -                |
| Allocated Costs  | 3,234,698                    | 3,437,734         | -                                    | -                |
| <b>Total Operating Expenses</b>                              | <b>20,008,430</b>            | <b>20,411,922</b> | <b>3,700</b>                         | <b>4,100</b>     |
| <b>Transfers Out:</b>  |                              |                   |                                      |                  |
| Replacement Allocations                                      | 3,130,000                    | 3,340,000         | -                                    | -                |
| <b>Total Transfers Out</b>                                   | <b>3,130,000</b>             | <b>3,340,000</b>  | <b>-</b>                             | <b>-</b>         |
| <b>Total Expenses</b>  | <b>23,138,430</b>            | <b>23,751,922</b> | <b>3,700</b>                         | <b>4,100</b>     |
| <b>Net increase (decrease) pre RSF</b>                       | <b>(246,325)</b>             | <b>(140,579)</b>  | <b>172,847</b>                       | <b>175,904</b>   |
| <b>(Estimated) Ending Working Capital post RSF transfers</b> | <b>9,862,333</b>             | <b>9,721,754</b>  | <b>9,000,222</b>                     | <b>9,176,126</b> |



## Financial Overview

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### Working Capital by Fund Families

#### *Regional Wastewater Capital Funds: Replacement (310) / Expansion (320)*

Each business enterprise in the District has two capital funds—replacement and expansion. A key distinction is that replacement funds are largely funded by rate revenue from existing customers and expansion funds are funded by fee revenue from new development. To ensure that there are sufficient funds to maintain existing assets and to construct the facilities to meet the needs of new customers, the District projects the revenues and expenditures in the capital replacement and expansion funds over the ten-year CIP plan period. Please see the District’s Capital Improvement Program for further information.

Transfers from the Enterprise Fund (300) to the Replacement Reserve Fund were scheduled to increase from the FYE 2017 level of \$2.5 million to \$4.6 million per year over the next 10 years. This proposed budget remains on this schedule with \$3.13 million and \$3.34 million transferred in FYE 2020 and 2021, respectively. This increase ensures that the replacements are primarily funded by the ratepayers instead of the developers, as ratepayers will be responsible for this program once build-out occurs in the area.

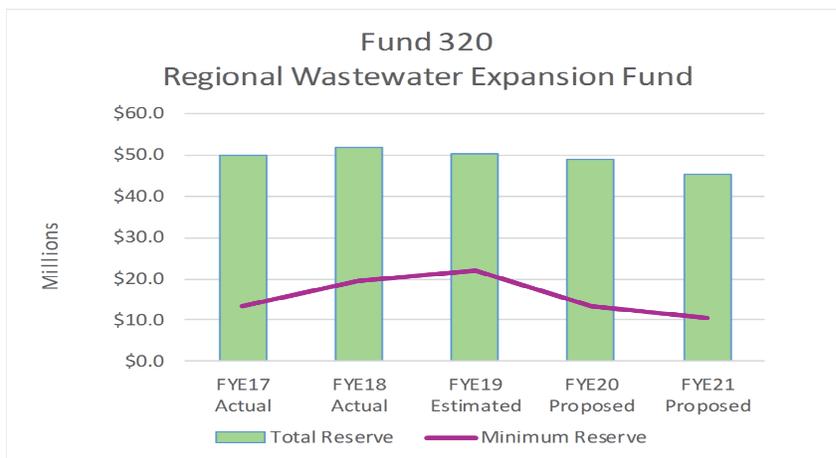
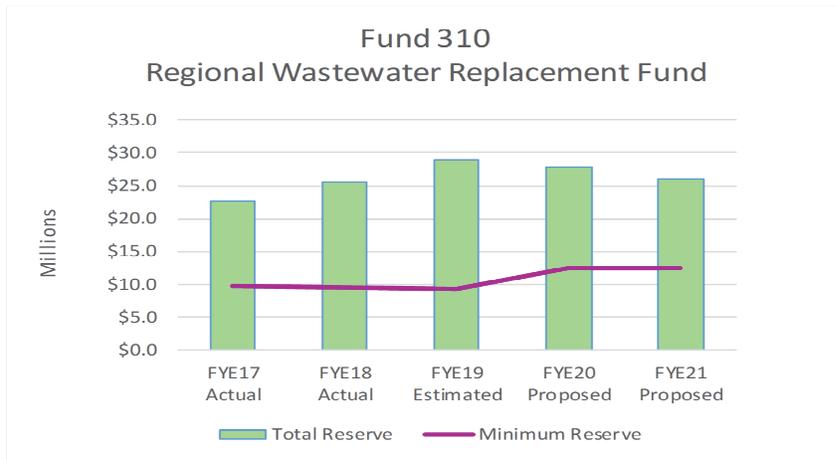
The District completed the 2018 Local and Regional Wastewater Capacity Reserve Fee update in November 2018. Capacity reserve fees were updated based on current information from the District’s asset management model and planned growth-related projects. The Study increased the component that funds the Regional Replacement Fund (buy-in), but decreased the component that funds the Regional Expansion Fund. Capacity Reserve Fees are annually adjusted in July based on the Engineering News-Record Construction Cost Index (CCI) for San Francisco, CA. The Budget assumes a 3.00% CCI and modest development activity over the next two fiscal years. The Regional Capacity Reserve Fee Study is anticipated for Spring 2024.

Regional Replacement Fund reserves (FYE 2020: \$27.9 million; FYE 2021: \$26.0 million) are projected to remain above reserve policy minimums (\$12.5 million) during the budget period. Capital Projects will meet or exceed revenues in each year of the proposed budget, reflecting the large amount of new and deferred CIP projects to be completed over the next two year period.

The Regional Expansion Fund is the District’s healthiest fund with reserves (FYE 2020: \$48.9 million; FYE 2021: \$45.1 million) projected to be significantly above reserve policy minimums (FYE 2020: \$13.4 million; FYE 2021: \$10.5 million) during the budget period.

## Regional Wastewater Capital Funds Replacement Fund & Expansion Fund

| OPERATING BUDGET   | Regional Replacement<br>(310) |                    | Regional Expansion<br>(320) |                    |
|--|-------------------------------|--------------------|-----------------------------|--------------------|
|  | FYE 2020                      | FYE 2021           | FYE 2020                    | FYE 2021           |
| <b>(Estimated) Beginning Working Capital</b>                 | 28,878,412                    | 27,895,496         | 50,165,553                  | 48,903,509         |
| <b>Revenues:</b>   |                               |                    |                             |                    |
| Capacity Reserve Fees  | 3,128,684                     | 2,382,957          | 8,803,510                   | 6,590,768          |
| Other Revenues   | -                             | -                  | 43,063                      | 43,063             |
| Interest   | 577,568                       | 557,910            | 987,306                     | 962,065            |
| <b>Total Revenues</b>  | <b>3,706,252</b>              | <b>2,940,867</b>   | <b>9,833,878</b>            | <b>7,595,896</b>   |
| <b>Transfers In:</b>   |                               |                    |                             |                    |
| Replacement Allocations                                      | 3,130,000                     | 3,340,000          | -                           | -                  |
| <b>Total Transfers In</b>                                    | <b>3,130,000</b>              | <b>3,340,000</b>   | <b>-</b>                    | <b>-</b>           |
| <b>Total Revenue</b>   | <b>6,836,252</b>              | <b>6,280,867</b>   | <b>9,833,878</b>            | <b>7,595,896</b>   |
| <b>Operating Expenses:</b>                                   |                               |                    |                             |                    |
| Wages and Benefits   | -                             | -                  | 161,476                     | 171,079            |
| Unfunded Actuarial Liability (Pension/OPEB)                  | -                             | -                  | 7,625                       | 7,674              |
| Materials & Supplies   | 62,700                        | 62,700             | 830                         | 830                |
| Contracts  | 500                           | 500                | 5,800                       | 4,305              |
| Other  | -                             | -                  | 140                         | 140                |
| Contribution to JPA  | 279,600                       | 279,600            | -                           | -                  |
| Debt Service   | -                             | -                  | 4,313,385                   | 4,313,654          |
| Capital Outlay   | 897,200                       | 408,500            | -                           | -                  |
| Allocated Costs  | -                             | -                  | 34,044                      | 36,129             |
| <b>Total Operating Expenses</b>                              | <b>1,240,000</b>              | <b>751,300</b>     | <b>4,523,300</b>            | <b>4,533,811</b>   |
| <b>Capital Projects - Proposed Fund Limits</b>               | <b>6,579,168</b>              | <b>7,387,991</b>   | <b>6,572,622</b>            | <b>6,828,450</b>   |
| <b>Total Expenses</b>  | <b>7,819,168</b>              | <b>8,139,291</b>   | <b>11,095,922</b>           | <b>11,362,261</b>  |
| <b>Net increase (decrease)</b>                               | <b>(982,916)</b>              | <b>(1,858,424)</b> | <b>(1,262,044)</b>          | <b>(3,766,365)</b> |
| <b>(Estimated) Ending Working Capital post RSF transfers</b> | <b>27,895,496</b>             | <b>26,037,072</b>  | <b>48,903,509</b>           | <b>45,137,144</b>  |



## Financial Overview

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### Working Capital by Fund Families

#### ***Water Operating Funds: Enterprise (600) / Rate Stabilization (605)***

The Water Fund Group supports the District's potable and recycled water system. The District has provided recycled water service since 1999. The Water service area consists of the City of Dublin and the Dougherty Valley area of the City of San Ramon.

The 2019 Comprehensive Water Cost of Service Study was completed in April 2019. Unlike previous studies, the Study incorporates a number of major policy decisions made by the Board resulting in significant changes to the District's water rate structure. In addition, a recent court case has had implications for conservation pricing and tiered rate structures, primarily impacting our lower water users. To partially mitigate the impact of the restructured rates, the District is considering no rate adjustments for January 2019 and 2020, and limiting future rate adjustments to inflation for 2021 through 2023. In addition, to smooth out the impact to some of our ratepayers, the District anticipates utilizing water fund reserves to meet some expenses over the next five year rate period. Transfers in the amount of \$2.98M in FYE 2020 and \$1.53M in FYE 2021 are anticipated from the Rate Stabilization Fund to the Enterprise Fund. The Budget assumes a 3.00% rate adjustment for FYE 2021. The next Water Rate Study is anticipated for Winter 2024.

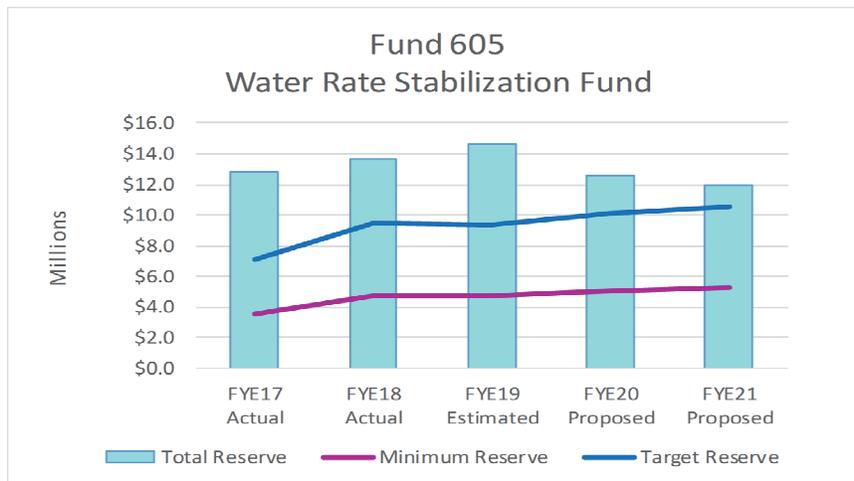
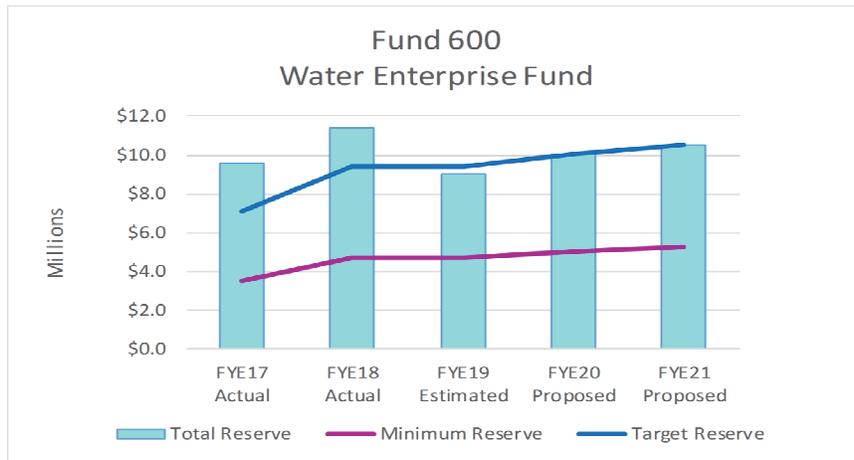
The Budget proposes the addition of 6.0 FTEs of which 1.93 FTEs is allocated to support the Water enterprise Fund operations. Efforts are underway to take District operations to a proactive versus reactive approach for maintenance of our water system, embracing current best practices in regards to water flushing, infrastructure maintenance and increased water flows throughout the system to enhance water quality. Contracts will be gradually reduced over a five year period as the District catches up on deferred maintenance projects.

Both the Water Enterprise and Rate Stabilization funds are projected to be above reserve policy targets (4.00 months of working capital). The Water Enterprise Fund will have 4.00 months of working capital for both FYE 2020 and FYE 2021. The Water Rate Stabilization Fund will have 5.00 and 4.55 months of working capital respectively.

## Water Operating Funds

### Enterprise Fund & Rate Stabilization Fund

| OPERATING BUDGET   | Water Enterprise<br>(600) |               | Water Rate Stabilization<br>(605) |               |
|--|---------------------------|---------------|-----------------------------------|---------------|
|  | FYE 2020                  | FYE 2021      | FYE 2020                          | FYE 2021      |
| <b>(Estimated) Beginning Working Capital</b>                 | 8,971,931                 | 10,079,981    | 14,622,957                        | 12,597,341    |
| <b>Revenues:</b>   |                           |               |                                   |               |
| <b>Total Service Charges</b>                                 | 33,781,383                | 35,922,277    | -                                 | -             |
| <b>Other Revenues</b>  | 573,221                   | 580,969       | 746,162                           | 761,086       |
| <b>Interest</b>  | 179,439                   | 201,600       | 292,459                           | 251,947       |
| <b>Total Revenues</b>  | 34,534,043                | 36,704,846    | 1,038,621                         | 1,013,033     |
| <b>Operating Expenses:</b>                                   |                           |               |                                   |               |
| <b>Wages and Benefits</b>                                    | 6,228,686                 | 6,483,275     | -                                 | -             |
| <b>Unfunded Actuarial Liability (Pension/OPEB)</b>           | 530,327                   | 533,760       | -                                 | -             |
| <b>Materials &amp; Supplies</b>                              | 1,408,159                 | 1,345,335     | -                                 | -             |
| <b>Water Purchase</b>  | 15,066,704                | 16,466,711    | -                                 | -             |
| <b>Contracts</b>   | 2,430,113                 | 2,081,531     | -                                 | -             |
| <b>Other</b>   | 122,215                   | 119,359       | 80,600                            | 88,800        |
| <b>Contribution to JPA</b>                                   | 2,170,731                 | 2,170,731     | -                                 | -             |
| <b>Allocated Costs</b>                                       | 2,283,007                 | 2,415,509     | -                                 | -             |
| <b>Total Operating Expenses</b>                              | 30,239,942                | 31,616,211    | 80,600                            | 88,800        |
| <b>Transfers Out:</b>  |                           |               |                                   |               |
| <b>Replacement Allocations</b>                               | 5,494,688                 | 5,494,688     | -                                 | -             |
| <b>Debt Service</b>  | 675,000                   | 675,000       | -                                 | -             |
| <b>Total Transfers Out</b>                                   | 6,169,688                 | 6,169,688     | -                                 | -             |
| <b>Total Expenses</b>  | 36,409,630                | 37,785,899    | 80,600                            | 88,800        |
| <b>Net Increase (decrease) pre RSF</b>                       | (1,875,588)               | (1,081,052)   | 958,021                           | 924,233       |
| Ending Working Capital pre RSF                               | 7,096,344                 | 8,998,928     | 15,580,978                        | 13,521,574    |
| <b>RSF Transfer In (Out)</b>                                 | 2,983,637                 | 1,539,809     | (2,983,637)                       | (1,539,809)   |
| <b>Net increase (decrease) post RSF</b>                      | 1,108,049                 | 458,756       | (2,025,616)                       | (615,576)     |
| <b>(Estimated) Ending Working Capital post RSF transfers</b> | \$ 10,079,981             | \$ 10,538,737 | \$ 12,597,341                     | \$ 11,981,766 |



## Financial Overview

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### Working Capital by Fund Families

#### ***Water Capital Funds: Replacement (610) / Expansion (620)***

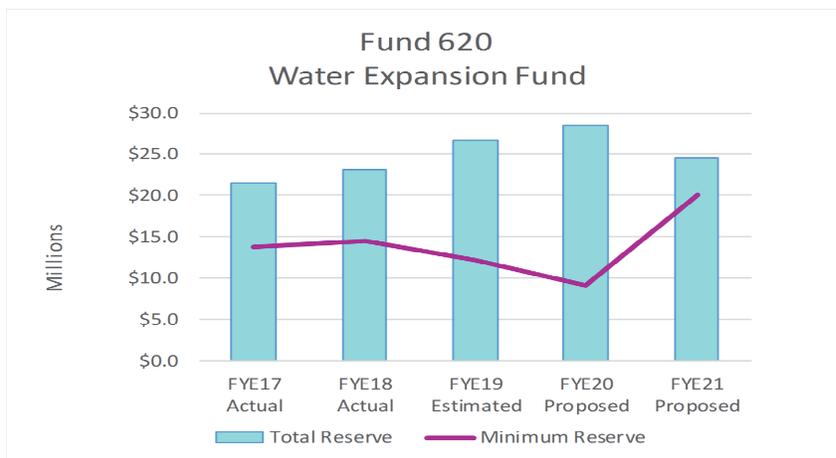
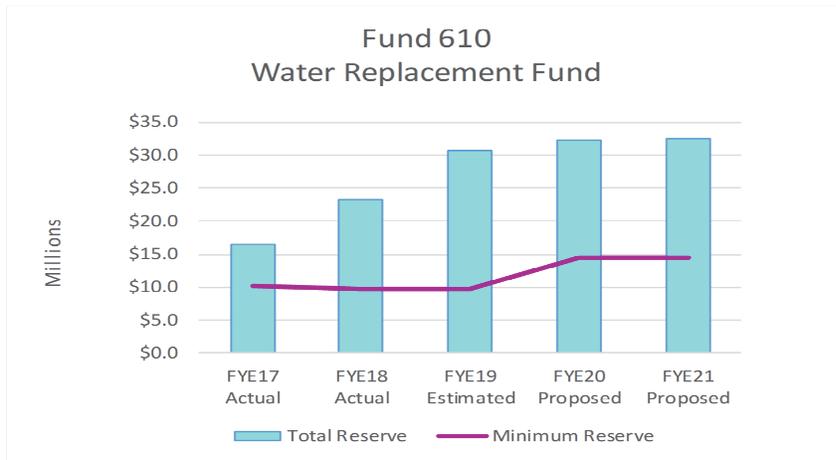
Each business enterprise in the District has two capital funds—replacement and expansion. A key distinction is that replacement funds are largely funded by rate revenue from existing customers and expansion funds are funded by fee revenue from new development. To ensure that there are sufficient funds to maintain existing assets and to construct the facilities to meet the needs of new customers, the District projects the revenues and expenditures in the capital replacement and expansion funds over the ten-year CIP plan period. Please see the District’s Capital Improvement Program for further information.

Water Replacement Fund reserves has grown significantly over the past few years due to strong development activity. The 2016 Water Capacity Reserve Fee Study was completed in May 2016 and the Budget includes appropriations for a new study in FYE 2021. Capacity Reserve Fees are annually adjusted in July based on the Engineering News-Record Construction Cost Index (CCI) for San Francisco, CA. The Budget assumes a 3.00 percent CCI and strong development activity over the next two fiscal years. Replacement allocations from the Water Enterprise Fund (600) is budgeted at \$5.5 million for each year, which will further improve the fiscal strength of the fund. Water Replacement Fund reserves are projected to be \$32.2 million in FYE 2020 and \$32.3 million in FYE 2021, which is well above the policy minimum reserve targets (\$14.5 million).

Water Expansion Fund (620) reserves have also grown due to strong development activity. Development activity is anticipated to remain strong over the budget period as well. Greater growth-related capital projects (\$3.0 million in FYE 2020 and \$6.2 million in FYE 2021) are needed to support anticipated development activity over the budget period. Water Expansion Fund reserves are projected to be \$28.5 million in FYE 2020 and \$24.6 million in FYE 2021, which is above the policy minimum reserve targets (FYE 2020: \$9.2 million; FYE 2021: \$20.0 million).

## Water Capital Funds Replacement Fund & Expansion Fund

| OPERATING BUDGET   | Water Replacement<br>(610) |               | Water Expansion<br>(620) |               |
|--|----------------------------|---------------|--------------------------|---------------|
|  | FYE 2020                   | FYE 2021      | FYE 2020                 | FYE 2021      |
| <b>(Estimated) Beginning Working Capital</b>                 | 30,648,833                 | 32,167,540    | 26,757,338               | 28,458,339    |
| <b>Revenues:</b>   |                            |               |                          |               |
| Capacity Reserve Fees  | 3,258,204                  | 2,207,751     | 7,374,818                | 4,933,221     |
| Other Revenues   | 3,875                      | 3,875         | 1,432,000                | 1,474,960     |
| Interest   | 612,977                    | 643,351       | 535,147                  | 569,167       |
| <b>Total Revenues</b>  | 3,875,056                  | 2,854,977     | 9,341,964                | 6,977,348     |
| <b>Transfers In:</b>   |                            |               |                          |               |
| Replacement Allocations                                      | 5,494,688                  | 5,494,688     | -                        | -             |
| Debt Service   | -                          | -             | 675,000                  | 675,000       |
| <b>Total Transfers In</b>                                    | 5,494,688                  | 5,494,688     | 675,000                  | 675,000       |
| <b>Total Revenue</b>   | 9,369,744                  | 8,349,665     | 10,016,964               | 7,652,348     |
| <b>Operating Expenses:</b>                                   |                            |               |                          |               |
| Wages and Benefits   | -                          | -             | 708,890                  | 738,603       |
| Unfunded Actuarial Liability (Pension/OPEB)                  | -                          | -             | 55,554                   | 55,913        |
| Materials & Supplies   | 160,600                    | 136,100       | 402,760                  | 370,760       |
| Contracts  | 1,500                      | 1,500         | 115,800                  | 176,855       |
| Other  | 178,120                    | 178,120       | 420                      | 420           |
| Contribution to JPA  | -                          | -             | 1,051,840                | 1,051,840     |
| Debt Service   | -                          | -             | 2,703,270                | 2,703,270     |
| Capital Outlay   | 361,800                    | 82,500        | -                        | -             |
| Allocated Costs  | -                          | -             | 237,100                  | 253,433       |
| <b>Total Operating Expenses</b>                              | 702,020                    | 398,220       | 5,275,634                | 5,351,094     |
| <b>Capital Projects - Proposed Fund Limits</b>               | 7,149,017                  | 7,783,418     | 3,040,330                | 6,172,166     |
| <b>Total Expenses</b>  | 7,851,037                  | 8,181,638     | 8,315,964                | 11,523,260    |
| <b>Net Increase (decrease)</b>                               | 1,518,707                  | 168,027       | 1,701,001                | (3,870,912)   |
| <b>(Estimated) Ending Working Capital post RSF transfers</b> | \$ 32,167,540              | \$ 32,335,567 | \$ 28,458,339            | \$ 24,587,427 |



## Financial Overview

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### Working Capital by Fund Families

#### ***Internal Service Funds: Administrative Cost Center (900) / Other Post-Employment Benefits (965) / Dougherty Valley Standby Assessment District Fund (995)***

The District has two internal service funds—the Administrative Costs Center and the Other Post-Employment Benefits Fund, as well as the Dougherty Valley Standby Assessment District.

The Administrative Cost Center captures costs that are not specifically identifiable to any one of the District's operational activities. A majority of the cost for the Administrative Services Department and the Legislative & Executive Department is included in this fund. Revenue is generated in the fund for general administrative services provided to the two joint powers authorities (DERWA and LAVWMA), the Dougherty Valley Standby Assessment District, and miscellaneous services to customers and other local agencies. The net fund costs are allocated across funds of the District's three main enterprises based upon staff cost allocations.

The Administrative Cost Center budgets are \$7.8 million and \$8.2 million for FYE 2020 and FYE 2021 respectively. The Budget proposes the addition of 6.0 FTEs of which 1.60 FTEs is allocated to the Administrative Cost Center, thus explaining the increase in wages and benefits. In addition, contracts have increased due to the timing of rate studies, a class and compensation study, and additional technology needs attributable to records management and information technology service contracts.

The Other Post-Employment Benefits (OPEB) Fund records transactions between the District and California Employers' Retiree Benefit Trust (CERBT), an irrevocable trust established to fund future OPEB costs. The fund reflects the costs of current retiree benefits and the amount that may be drawn from CERBT to cover these costs. As of the last OPEB actuarial valuation in 2017 the District has a funded ratio of 93.0%.

The Zone 7 Water Agency (Zone 7) recovers State Water Project (SWP) costs through the Alameda County property tax roll and charges to Tri-Valley retailers. The DVSCD was established in 2000 to provide potable water service to the newly developed Dougherty Valley in the City of San Ramon, which is located in Contra Costa County. Since Zone 7 does not have jurisdiction to place assessments on the Contra Costa County property tax roll, DSRSD assessed the DVSCD a proportionate share of SWP costs on Zone 7's behalf. The agreement that established the DVSCD placed a limit on total collected assessments to \$1.56 million. SWP costs are anticipated to increase significantly over the next few years and will exceed the DVSCD limit. Based on estimates from the Zone 7 Water Agency, an additional increment will be charged to recover SWP costs that exceed the DVSCD limit. Expenses are projected to increase 12.0% in FYE 2020 and 10.7% in FYE 2021 due to higher SWP costs.

**Internal Service Operating Funds**  
 Administrative Cost Center  
 Other Post-Employment Benefits (OPEB)  
 Dougherty Valley Standby Assessment District (DVSAD)

| OPERATING BUDGET                             | Administrative Cost Center<br>(900) |             | OPEB<br>(965) |             | DVSAD<br>(995) |           |
|--|-------------------------------------|-------------|---------------|-------------|----------------|-----------|
|  | FYE 2020                            | FYE 2021    | FYE 2020      | FYE 2021    | FYE 2020       | FYE 2021  |
| <b>(Estimated) Beginning Working Capital</b> | -                                   | -           | 40,927        | -           | 1,067,647      | 1,059,263 |
| <b>Draw from CERBT</b>                       | -                                   | -           | 947,173       | 1,064,867   | -              | -         |
| <b>Adjusted Working Capital</b>              | -                                   | -           | 988,100       | 1,064,867   | 1,067,647      | 1,059,263 |
| <b>Revenues:</b>                             |                                     |             |               |             |                |           |
| <b>Other Revenues</b>                        | 1,029,700                           | 1,029,700   | -             | -           | 1,717,012      | 2,077,106 |
| <b>Interest</b>                              | -                                   | -           | 819           | -           | 21,353         | 21,185    |
| <b>Total Revenues</b>                        | 1,029,700                           | 1,029,700   | 819           | -           | 1,738,365      | 2,098,291 |
| <b>Operating Expenses:</b>                   |                                     |             |               |             |                |           |
| <b>Wages and Benefits</b>                    | 5,427,602                           | 5,632,727   | -             | -           | -              | -         |
| <b>Other Personnel Costs</b>                 | 396,137                             | 392,444     | 988,919       | 1,064,867   | -              | -         |
| <b>Materials &amp; Supplies</b>              | 164,249                             | 197,903     | -             | -           | -              | -         |
| <b>Contracts</b>                             | 1,736,980                           | 1,915,334   | -             | -           | 1,746,750      | 1,933,750 |
| <b>Other</b>                                 | 97,744                              | 97,744      | -             | -           | -              | -         |
| <b>Allocated Costs</b>                       | (6,793,012)                         | (7,206,452) | -             | -           | -              | -         |
| <b>Total Operating Expenses</b>              | 1,029,700                           | 1,029,700   | 988,919       | 1,064,867   | 1,746,750      | 1,933,750 |
| <b>Net Increase (decrease) pre RSF</b>       | -                                   | -           | (988,100)     | (1,064,867) | (8,385)        | 164,541   |
| <b>(Estimated) Ending Working Capital</b>    | -                                   | -           | -             | -           | 1,059,263      | 1,223,804 |



## Financial Overview

### Operating Revenue

#### Local Wastewater Service Charges

Local service charges funds the operation and maintenance of the District’s wastewater collection system, and are billed to customers in Dublin and the southern part of San Ramon. Residential customers are primarily billed through county (Alameda and Contra Costa) property tax rolls. Multi-family and non-residential customers in Dublin are billed directly by the District. For south San Ramon, customers excluded from the Contra Costa property tax roll, such as apartments and commercial accounts, are billed by the East Bay Municipal Utility District (EBMUD), which are then remitted to DSRSD on a monthly basis.

The last Local study (*2017 Local Wastewater Rate Study*) was completed in June 2017. The Study determined that Local service charges had not kept pace with rising costs and projected that reserves would fall below policy minimum target levels. The Study recommended an aggressive five year rate adjustment plan to improve the fund’s financial outlook. The Budget reflects years four and five of adopted rate adjustments from the five-year plan. The next Local study is anticipated in FYE 2023. The current study is available at <https://www.drsrd.com/home/showdocument?id=5332>.

Below is a summary of the Local Wastewater Service Charge revenues for years 2011 through 2021. Rates have been historically low because they had not been adjusted for inflation. Even though general inflation had increased 31% from 2004-2017, the Local Rates in 2017 were at a level of 11.8% below the rates that existed in 2004, thus necessitating a rate increase to fully fund operations and capital replacement needs as proposed by the recently conducted cost-of-service study in 2017. Detailed rates for various customer classes are available at <https://www.drsrd.com/your-account/rates-fees/wastewater-rates>.



## Financial Overview

### Operating Revenue

Service charges are the District's primary source of revenue. The District conducts periodic rate and fee studies to ensure financial sufficiency to meet operation and maintenance (O&M) and capital replacement costs, achieve policy reserve targets, realign rates/fees to more closely reflect costs incurred, and adequately recover the revenue requirements of each enterprise. The budget reflects adopted and proposed rates and fees, as well as anticipated annual adjustments based on the Consumer Price Index (CPI) or Construction Cost Index (CCI). Projections on customer consumption, account growth, and development forecast have been used to develop operating revenue budgets. DSRSD's current rates, fees, and charges are available on the District's website at [www.dsrds.com/your-account/rates-fees](http://www.dsrds.com/your-account/rates-fees).

| Revenues              | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|-----------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Service Charges       | 49,239,601        | 54,130,075        | 54,760,687         | 59,261,058        | 62,515,483        |
| Capacity Reserve Fees | 20,330,329        | 29,944,208        | 24,845,000         | 24,271,033        | 17,355,058        |
| Other Revenues        | 14,817,685        | 9,765,035         | 5,852,763          | 6,772,135         | 7,214,781         |
| Interest              | 354,326           | 695,672           | 3,155,038          | 3,797,123         | 3,784,966         |
| <b>Total</b>          | <b>84,741,941</b> | <b>94,534,990</b> | <b>88,613,488</b>  | <b>94,101,350</b> | <b>90,870,288</b> |
| <b>% Change</b>       |                   | <b>11.56%</b>     | <b>-6.26%</b>      | <b>6.19%</b>      | <b>-3.43%</b>     |

#### Service Charges

Total Service Charge revenue is projected to increase by 8.22% in FYE 2020 and 5.49% in FYE 2021.

- **Local Wastewater:** Local service charge revenue is projected to increase 10.5% and 11.34% in FYE 2020 and FYE 2021, respectively, as a result of the *2017 Local Wastewater Rate Study*. Local rates had not kept pace with rising costs and reserves had fallen below policy minimum target levels resulting in the Study recommending an aggressive five year rate adjustment plan to improve the fund's financial outlook.
- **Regional Wastewater:** Regional service charge revenue is projected to increase by 3.0% in FYE 2020 with a modest increase of 3.3% in FYE 2021. Due to the strong fiscal position in the Regional Operations Fund, the *2017 Regional Sewer Rate Study* recommended inflationary rate adjustments for the next five years. Revenue was further adjusted to reflect timing of development on account growth.
- **Water:** Water service charge revenue is projected to increase 11.66% in FYE 2020 and increase 6.3% in FYE 2021. Projections reflect refinements of projected water demand and customer account growth from the *2019 Comprehensive Water Cost of Service Study*. Post-drought water demand is anticipated to slowly recover over the next few years due to changed customer behavior.

| Service Charges                | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 2,281,875         | 2,532,933         | 3,106,418          | 3,432,162         | 3,821,529         |
| Regional Wastewater Enterprise | 19,126,155        | 20,945,618        | 21,401,631         | 22,047,514        | 22,771,677        |
| Water Enterprise               | 27,831,571        | 30,651,524        | 30,252,638         | 33,781,383        | 35,922,277        |
| <b>Total</b>                   | <b>49,239,601</b> | <b>54,130,075</b> | <b>54,760,687</b>  | <b>59,261,058</b> | <b>62,515,483</b> |
| <b>% Change</b>                |                   | <b>9.93%</b>      | <b>1.16%</b>       | <b>8.22%</b>      | <b>5.49%</b>      |

## Financial Overview

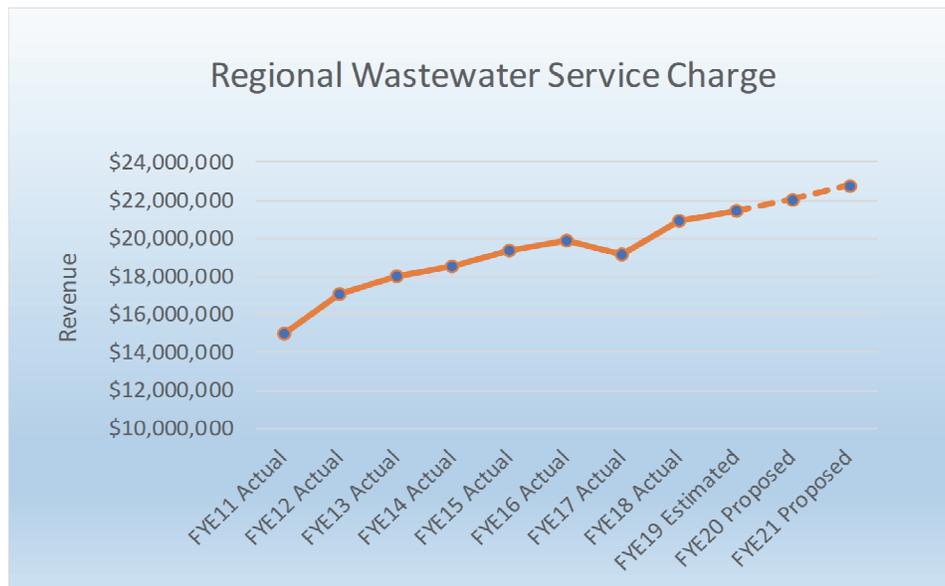
### Operating Revenue

#### **Regional Wastewater Service Charge**

Regional service charges funds the operation and maintenance of the District’s wastewater treatment system, and are primarily billed via county (Alameda and Contra Costa) property tax rolls for residential customers in the City of Dublin and the southern part of the City of San Ramon. Multi-family and non-residential customers in Dublin are billed directly by the District based on actual water consumption. For south San Ramon customers excluded from the Contra Costa property tax roll, EBMUD bills on behalf of DSRSD. By contract, DSRSD also provides wastewater treatment to the City of Pleasanton, which bills its customers and remits payment to the District on a monthly basis.

The last Regional study (*2017 Regional Sewer Rate Study*) was completed in June 2017. Due to the strong fiscal position in Regional Operation Funds, the Study recommended inflationary rate adjustments for the next five years. Based on the February 2019 Consumer Price Index (CPI), a 3.53% rate adjustment is reflected for FYE 2020 and a 3.00% rate adjustment is assumed for FYE 2021. The next Regional study is anticipated in FYE 2023. The current study is available at <https://www.dsrdsd.com/home/showdocument?id=5330>.

Below is a summary of the Regional Wastewater Service Charge revenues for years 2011 through 2021. Revenues have modestly increased annually by a combination of an adjustment to the rates by the CIP factor and growth. The revenue for FY2020 through FY2021 is anticipated to increase slightly as adjusted by the CPI factor. Detailed rates for various customer classes are available at <https://www.dsrdsd.com/your-account/rates-fees/wastewater-rates>.



## Financial Overview

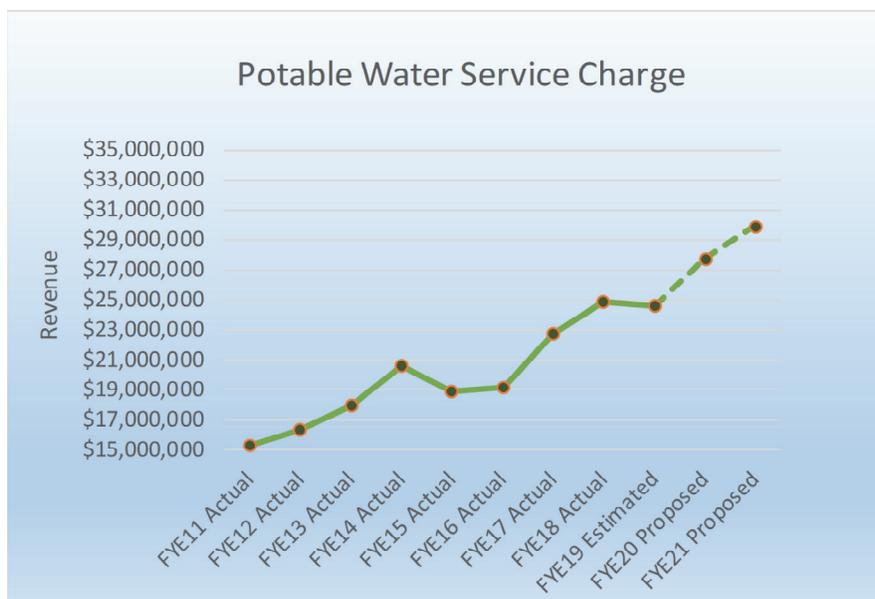
### Operating Revenue

#### Potable Water Service Charge

The District provides potable water service to the City of Dublin and the Dougherty Valley area in the City of San Ramon. The District’s potable water supply is primarily through purchases from the Zone 7 Water Agency, which represents the largest expense in the Water Enterprise Fund. To recover the costs of water purchases, the District established a pass-through Zone 7 Cost of Water charge based on the wholesale rate charged by Zone 7. The wholesale rate is adjusted by Zone 7 annually, typically in January, and is not directly controlled by the District. Revenue from the Zone 7 Cost of Water is intended to fully offset water purchases.

The *2019 Comprehensive Water Cost of Service Study* was completed in June 2019. Due to the strong fiscal position in the Water Operation Funds, the Study recommended inflationary rate adjustments beginning in FYE 2021. Water service charges will be adjusted annually in January based on the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area. The Budget assumes a 3.00% rate adjustment for FYE 2021. The next Water study is anticipated in FYE 2024. The current study is available at <https://www.dsrds.com/home/showdocument?id=6831>.

Below is a summary of the Potable Water Service Charge revenues for years 2011 through 2021. Revenues for years 2011-2014 gradually increased due to growth and decreased by 30% for the following two years due to the drought and water restrictions. Revenues began trending upward in 2015 and surged up in 2016 as mandatory limits on water usage were lifted as the drought ended. The years following has revenues increasing by an average of 18% as water consumption rebounded from the drought. Detailed rates for various customer classes are available at <https://www.dsrds.com/your-account/rates-fees/water-rates>.



## Financial Overview

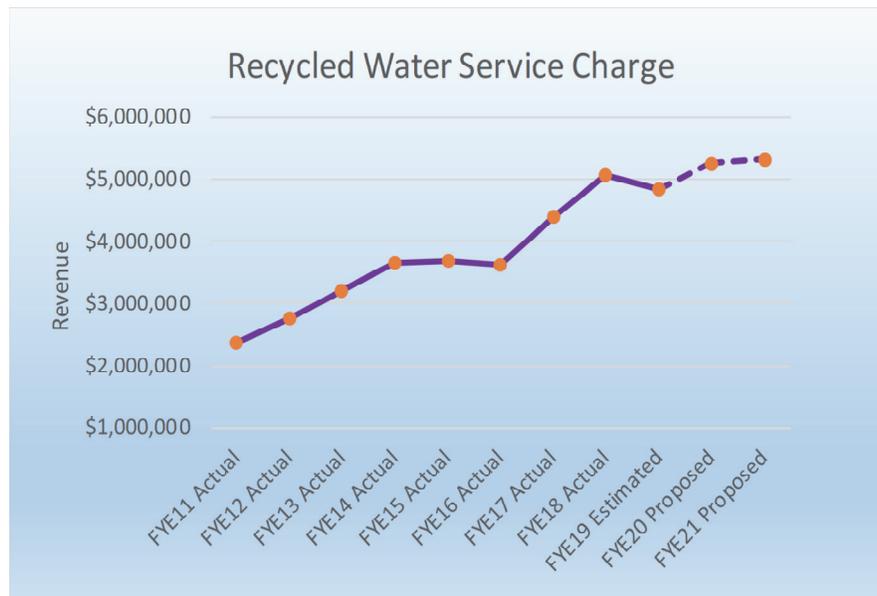
### Operating Revenue

#### **Recycled Water Service Charge**

Water recycling continues to be a prime focus for the District. With California’s water supply situation, recycled water is becoming increasingly critical to water resource conservation. DSRSD has worked many years in partnership with East Bay Municipal Utility District (EBMUD) to develop a comprehensive recycled water program for Dublin and San Ramon Valley customers. This effort is represented through the DSRSD-EBMUD Recycled Water Authority (DERWA) Joint Powers Authority (JPA). DERWA is currently delivering recycled water to irrigation customers in Dublin, Pleasanton and the Dougherty Valley portion of San Ramon.

The 2019 Comprehensive Water Cost of Service Study revised the Recycled Water Charge to be based on the District’s contribution to JPA costs for DERWA. The Recycled Water Charge will be adjusted annually in January based on the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area. The Budget assumes a 3.00 percent CPI beginning in FYE 2021.

Below is a summary of the Recycled Water Service Charge revenues for years 2011 through 2021. Revenues for years 2011-2014 increased due to growth and adjustment to the CPI. Between 2015-2017, recycled water’s revenue flattened as a result of the water restrictions due to the drought but rebounded thereafter once the drought ended. In 2017 the District increased efficiency of the recycling water plant to produce an additional 2.4 million gallons of recycled water per day and met the demand of customers for recycled water, which was a record high demand. Recycled water revenue is expected to increase as rates are adjusted by the CPI factor. Detailed rates for various customer classes are available at <https://www.drsrd.com/your-account/rates-fees/water-rates>.



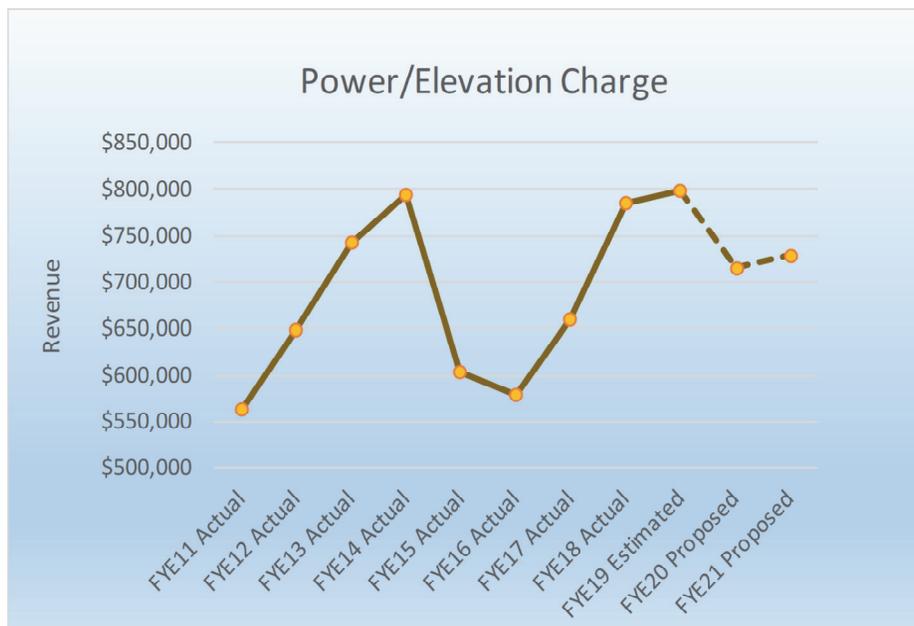
## Financial Overview

### Operating Revenue

#### Power Charge

A power charge applies to service locations in Pressure Zones 2 – 4 (where water must be pumped above 389 feet in elevation). The 2019 Comprehensive Water Cost of Service Study recommended a slight decrease based on projected power costs. The Power Charge is typically adjusted annually in January based on the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area. The Budget assumes a 3.00 percent CPI beginning in FYE 2021 along with modest recovery in water demand.

Below is a summary of the Power Service Charge revenues for years 2011 through 2021. Detailed rates for various customer classes are available at <https://www.dsrds.com/your-account/rates-fees/water-rates>.



## Financial Overview

### Operating Revenue

#### Capacity Reserve Fees

Capacity Reserve Fees fund the cost of new or expanded District infrastructure to support growth and contribute toward the benefit received through connection to existing infrastructure. The revenue from the “buy in” component is to contribute a proportionate share of the benefit received from rehabilitation and replacement of existing infrastructure maintained by ratepayers. Fees are comprised of the following components:

**Expansion** – Funds new or expanded facilities needed to support growth from planned development.

**Buy-in** – “Buy-in” to existing infrastructure (net of the principal on any related debt) that is available to serve development

**Debt** – Principal and interest costs associated with the “expansion” portion of facilities built to support growth (projects are allocated between current and future customers when built; only the “future” portion of those facilities funded by debt are included)

Capacity Reserve Fee revenue is cyclical and tied to new building activity. Revenue will decline as developable land in the District’s service area is exhausted (buildout). Total Capacity Reserve Fee revenue is projected to decline in both FYE 2020 and FYE 2021 based on current development information received from the cities of Dublin, San Ramon, and Pleasanton planning departments.

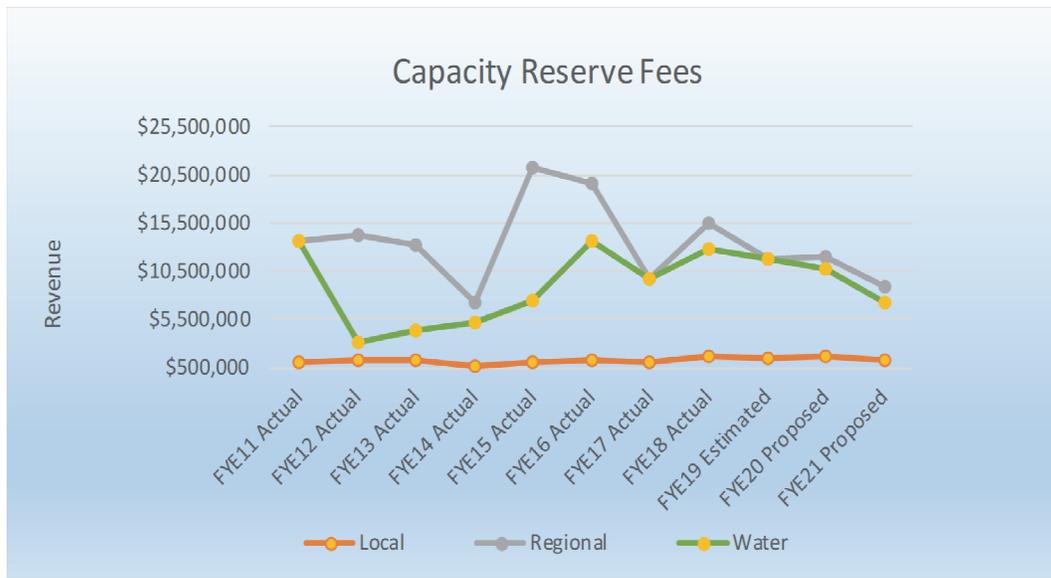
| Capacity Reserve Fees           | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|---------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Local Wastewater Replacement    | 496,158           | 843,793           | 1,030,000          | 1,655,326         | 1,203,646         |
| Local Wastewater Expansion      | 479,073           | 820,493           | 430,000            | 50,492            | 36,715            |
| Regional Wastewater Replacement | 1,319,556         | 2,228,443         | 2,250,000          | 3,128,684         | 2,382,957         |
| Regional Wastewater Expansion   | 8,426,166         | 13,279,254        | 9,415,000          | 8,803,510         | 6,590,768         |
| Water Replacement               | 2,513,852         | 3,847,967         | 3,720,000          | 3,258,204         | 2,207,751         |
| Water Expansion                 | 7,095,524         | 8,924,258         | 8,000,000          | 7,374,818         | 4,933,221         |
| <b>Total</b>                    | <b>20,330,329</b> | <b>29,944,208</b> | <b>24,845,000</b>  | <b>24,271,033</b> | <b>17,355,058</b> |
| <b>% Change</b>                 |                   | <b>47.29%</b>     | <b>-17.03%</b>     | <b>-2.31%</b>     | <b>-28.49%</b>    |

## Financial Overview

### Operating Revenue

Local Wastewater Capacity Reserve Fees are only comprised of expansion and buy-in components; there is no debt component. Regional Wastewater Capacity Reserve Fees include a debt component for the 2011 LAVWMA Sewer Revenue Refunding Bonds. The District completed the *2018 Local and Regional Wastewater Capacity Reserve Fee Update* in November 2018. The Study updated capacity reserve fee calculation to include current information from the District’s asset model, which increased the buy-in component. Based on fewer growth-related projects in the capital improvement program, the expansion component was significantly decreased in the Study. Capacity Reserve Fees are annually adjusted in July based on the Engineering News-Record Construction Cost Index (CCI) for San Francisco, CA. The Budget assumes a 3.00 percent CCI and modest development activity over the next two fiscal years. The next fee study is anticipated for FYE 2023. The current Study is available at <https://www.drsrd.com/home/showdocument?id=6697>.

Water Capacity Reserve Fees include a debt component for the 2017 Water Revenue Refunding Bonds. The District completed the *2016 Water Capacity Reserve Fee Study* in May 2016. The Study increased both the buy-in and expansion components, but decreased the debt component. Capacity Reserve Fees are annually adjusted in July based on the Engineering News-Record Construction Cost Index (CCI) for San Francisco, CA. The Budget assumes a 3.00 percent CCI and modest development activity over the next two fiscal years. The next fee study is anticipated for FYE 2021 and is included in the Budget. The current Study is available at <https://www.drsrd.com/home/showdocument?id=2862>.



## Financial Overview

### Operating Revenue

#### Other Revenue

Other revenues include plan check fees, construction inspections, administrative fees charged by the District, Dougherty Valley Standby Assessments, cell tower leases, rental of office space, and other miscellaneous items. Revenue from plan check fees and inspections are recorded in the Local Wastewater Fund and the Water Expansion Fund. Since it is difficult to anticipate when a developer will submit plans or complete construction, the District conservatively budgets these revenues based on historical averages.

| Other Revenues by Fund         | FYE17<br>Actual   | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 1,022,424         | 458,938          | 20,683             | 20,683            | 20,683            |
| Local Wastewater Expansion     | 1,046,127         | 698,659          | 230,000            | 564,000           | 580,920           |
| Regional Wastewater Enterprise | 611,619           | 859,698          | 642,419            | 642,419           | 642,419           |
| Regional Wastewater Expansion  | 40,786            | 43,063           | 43,063             | 43,063            | 43,063            |
| Water Enterprise               | 4,158,303         | 1,268,153        | 565,627            | 573,221           | 580,969           |
| Water Rate Stabilization       | 743,973           | 787,062          | 731,532            | 746,162           | 761,086           |
| Water Replacement              | 858,157           | 3,875            | 3,875              | 3,875             | 3,875             |
| Water Expansion                | 2,944,708         | 2,276,796        | 1,065,000          | 1,432,000         | 1,474,960         |
| Administrative Cost Center     | 1,830,167         | 1,792,849        | 1,020,408          | 1,029,700         | 1,029,700         |
| DV Standby Charge District     | 1,561,421         | 1,575,942        | 1,530,156          | 1,717,012         | 2,077,106         |
| <b>Total</b>                   | <b>14,817,685</b> | <b>9,765,035</b> | <b>5,852,763</b>   | <b>6,772,135</b>  | <b>7,214,781</b>  |
| <b>% Change</b>                |                   | <b>-34.10%</b>   | <b>-40.06%</b>     | <b>15.71%</b>     | <b>6.54%</b>      |

| Other Revenues by Category | FYE17<br>Actual   | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|----------------------------|-------------------|------------------|--------------------|-------------------|-------------------|
| Administrative Fees        | 1,572,990         | 1,518,064        | 1,020,408          | 880,000           | 880,000           |
| Backflow Prevention        | 253,458           | 258,672          | 183,501            | 187,171           | 190,914           |
| Fireline Service           | 198,443           | 218,322          | 185,851            | 185,851           | 185,851           |
| Inspections                | 2,271,132         | 1,546,217        | 620,000            | 1,146,026         | 1,180,143         |
| Meter Assemblies           | 710,052           | 389,844          | 265,000            | 340,000           | 350,200           |
| Penalties                  | 145,121           | 162,374          | 130,000            | 130,000           | 130,000           |
| Plan Check Fees            | 883,306           | 415,194          | 410,000            | 519,000           | 534,570           |
| Property Tax               | 649,909           | 690,176          | 627,880            | 640,437           | 653,246           |
| DV Standby Charge District | 1,561,421         | 1,575,942        | 1,530,156          | 1,717,012         | 2,077,106         |
| Miscellaneous Revenue      | 6,571,853         | 2,990,230        | 879,967            | 1,026,638         | 1,032,751         |
| <b>Total</b>               | <b>14,817,685</b> | <b>9,765,035</b> | <b>5,852,763</b>   | <b>6,772,135</b>  | <b>7,214,781</b>  |
| <b>% Change</b>            |                   | <b>-34.10%</b>   | <b>-40.06%</b>     | <b>15.71%</b>     | <b>6.54%</b>      |

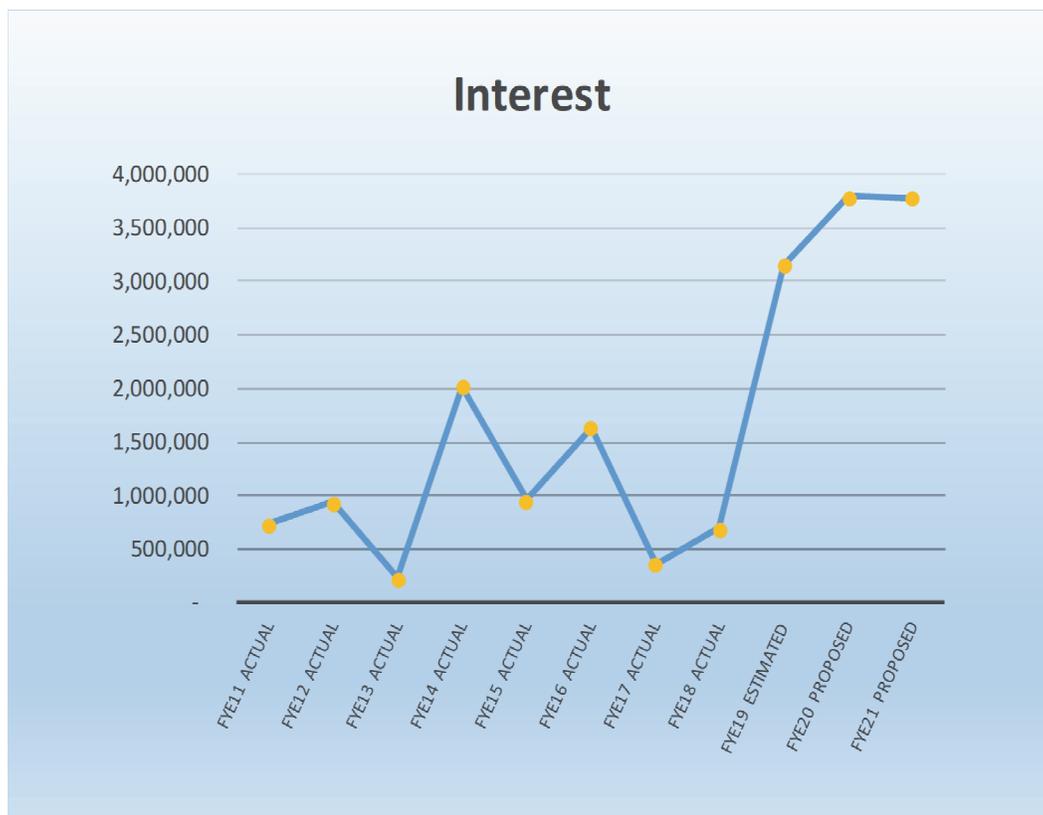
## Financial Overview

### Operating Revenue

#### Interest

The District uses a pooled interest allocation method for all funds; any unrestricted interest earned is allocated each month based upon the cash balances in each fund. For the next two fiscal years, a 2.00% interest rate is assumed. Interest revenue is based on projected cash balances in each fund and a rising interest rate environment.

Although improving, investment rates remain low due to current Federal Reserve monetary policy. These rates are not expected to increase materially during the budget cycle.



## Financial Overview

### Operating Expenses

The Board approves the operating budget at the fund level, providing resources for the General Manager to run the District while ensuring that it maintains overall control of rates and fees. The General Manager is authorized to make “no net change” budget adjustments within a fund.

The following charts summarize District operating expenses by fund and by expense type.

| Operating Expenses by Fund             | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--|-------------------|-------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise            | 2,304,691         | 2,869,118         | 3,164,221          | 3,564,073         | 3,688,039         |
| Local Wastewater Rate Stabilization    |                   |                   |                    | 3,700             | 4,100             |
| Local Wastewater Replacement           | 334,437           | 17,673            | 30,900             | 517,800           | 14,200            |
| Local Wastewater Expansion             | 751,701           | 841,530           | 804,625            | 753,234           | 781,896           |
| Regional Wastewater Enterprise         | 16,053,791        | 16,316,366        | 17,906,431         | 20,008,430        | 20,411,922        |
| Regional Wastewater Rate Stabilization |                   |                   |                    | 3,700             | 4,100             |
| Regional Wastewater Replacement        | 264,642           | 352,220           | 609,400            | 1,240,000         | 751,300           |
| Regional Wastewater Expansion          | 3,508,920         | 3,466,408         | 8,158,441          | 4,523,300         | 4,533,811         |
| Water Enterprise                       | 22,581,110        | 25,395,745        | 28,214,294         | 30,239,942        | 31,616,211        |
| Water Rate Stabilization               | 34,907            | 35,537            | 58,163             | 80,600            | 88,800            |
| Water Replacement                      | 1,202,131         | 219,671           | 369,450            | 702,020           | 398,220           |
| Water Expansion                        | 6,655,162         | 8,979,716         | 4,167,408          | 5,275,634         | 5,351,094         |
| Administrative Cost Center             | 1,830,167         | 1,792,849         | 1,020,408          | 1,029,701         | 1,029,700         |
| Other Post-Employment Benefits         | 0                 | 13,033,998        | 957,259            | 988,919           | 1,064,867         |
| DV Standby Charge District             | 2,471,331         | 1,234,125         | 1,559,849          | 1,746,750         | 1,933,750         |
| <b>Total</b>                           | <b>57,992,989</b> | <b>74,554,956</b> | <b>67,020,849</b>  | <b>70,677,803</b> | <b>71,672,010</b> |
| <b>% Change</b>                        |                   | <b>28.56%</b>     | <b>-10.11%</b>     | <b>5.46%</b>      | <b>1.41%</b>      |

| Operating Expenses by Category | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Wages and Benefits             | 20,186,984        | 20,754,359        | 22,460,362         | 26,617,914        | 27,687,261        |
| Materials                      | 16,271,453        | 18,413,999        | 19,534,047         | 20,084,779        | 21,330,670        |
| Contracts                      | 6,160,516         | 5,206,641         | 7,372,683          | 7,394,285         | 7,337,306         |
| Other Expenses                 | 14,906,652        | 29,765,476        | 16,998,307         | 14,818,224        | 14,825,773        |
| Capital Outlay                 | 467,385           | 414,482           | 655,450            | 1,762,600         | 491,000           |
| <b>Total</b>                   | <b>57,992,989</b> | <b>74,554,956</b> | <b>67,020,849</b>  | <b>70,677,803</b> | <b>71,672,010</b> |
| <b>% Change</b>                |                   | <b>28.56%</b>     | <b>-10.11%</b>     | <b>5.46%</b>      | <b>1.41%</b>      |

The changes driving expense increases by expenditure category are discussed in more detail on the following pages. Additional departmental detail is included in the Department Operating Budget section.

## Financial Overview

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### Operating Expenses

#### **Staffing Overview**

The District decreased staffing levels in conjunction with the great recession in 2009 by approximately 20% and kept at those levels until two years ago. Over that ten year period, DSRSD experience a huge growth in the customer base and new infrastructure was added to maintenance efforts as follows:

- Potable water lines increased by 14.2%, from 281 miles to 321 miles;
- Sewer lines increased by 11.6%, from 185.5 miles to 207 miles;
- Recycled water lines increased by 33.3%, from 51 miles to 68 miles; and
- Recycled water production capacity increased by 70%.

Due to the decreased staffing levels and more demand for service, the District's workforce had changed to a reactive environment in regards to maintenance of its infrastructure. Under the Strategic Plan goals adopted in 2018, the District embarked on a proactive, versus reactive, approach to its infrastructure maintenance and water quality/wastewater best practices. As a result, the FYE 2018 and 2019 adopted budget provided for seven new positions and one limited-term position. The new positions were approved specifically to offer a high level of service to customers and fully implement an aggressive Asset Management Program. The FYE2020 and 2021 budget recommends a second phase in implementation of these goals with the addition of five new positions and one limited-term position. Not only will these positions place the District in a solid maintenance mode, but will provide additional resources to pursue reliable water supply for the Tri-Valley area in the years to come.

Position detail by division can be found on the following pages and in each division operating budget.

As in most service industries, personnel costs are one of the District's largest expense categories, representing approximately 38.3% of the total District operating expenditures. Negotiations were completed with four bargaining groups in late 2017 which provided for modest cost-of-living adjustments (COLA's) and increased medical benefits. The contracts will expire in late 2021.



## Financial Overview

### Operating Expenses

#### Personnel

The Board reviews all new position requests, authorizes total full time equivalent positions, and approves salary ranges for positions. Below is a summary of current and projected staffing levels. The proposed budget reflects the addition of five new FTE positions and one limited-term FTE. Of the 128 adopted employee count, 2.5 FTE are dedicated to LAVWMA, 2.0 FTE to DERWA, and 123.5 are exclusive to DSRSD.

|   | 2017<br>Actual | 2018<br>Actual | 2019<br>Estimated | 2020<br>Proposed | 2021<br>Proposed |
|---|----------------|----------------|-------------------|------------------|------------------|
| <b>Executive &amp; Legislative</b>      |                |                |                   |                  |                  |
| Office of General Manager               | 1.0            | 1.0            | 1.0               | 2.0              | 2.0              |
| Executive Services                      | 4.0            | 4.0            | 4.0               | 4.0              | 4.0              |
| Public Affairs                          | 3.5            | 3.5            | 3.5               | 3.5              | 3.5              |
|   | <b>8.5</b>     | <b>8.5</b>     | <b>8.5</b>        | <b>9.5</b>       | <b>9.5</b>       |
| <b>Administrative Services</b>          |                |                |                   |                  |                  |
| Administrative Services Admin           | 1.5            | 1.5            | 1.0               | 1.0              | 1.0              |
| Human Resources & Risk Mgmt             | 4.5            | 4.5            | 4.5               | 4.5              | 4.5              |
| Financial Services                      | 4.0            | 4.0            | 5.0               | 5.0              | 5.0              |
| Utility Billing & Customer Service      | 8.0            | 8.0            | 8.0               | 8.0              | 8.0              |
| Information Technology Services         | 6.0            | 6.0            | 6.0               | 6.0              | 6.0              |
|   | <b>24.0</b>    | <b>24.0</b>    | <b>24.5</b>       | <b>24.5</b>      | <b>24.5</b>      |
| <b>Engineering</b>                      |                |                |                   |                  |                  |
| Engineering Services Admin              | 2.5            | 2.5            | 2.0               | 2.0              | 2.0              |
| Capital & Asset Management              | 5.0            | 7.0            | 10.0              | 10.0             | 10.0             |
| Planning & Permitting                   | 10.0           | 11.0           | 11.0              | 11.0             | 11.0             |
| GIS & Asset Management                  | 2.0            | -              | -                 | -                | -                |
|   | <b>19.5</b>    | <b>20.5</b>    | <b>23.0</b>       | <b>23.0</b>      | <b>23.0</b>      |
| <b>Operations</b>                       |                |                |                   |                  |                  |
| Operations Administration               | 5.0            | 1.0            | 1.0               | 1.0              | 1.0              |
| Field Operations                        | 12.0           | 16.0           | 16.0              | 17.0             | 17.0             |
| Plant Operations                        | 12.0           | 12.0           | 13.0              | 14.0             | 14.0             |
| Mechanical Maintenance                  | 14.0           | 15.0           | 16.0              | 17.0             | 17.0             |
| Instrumentation, Controls, & Electrical | 9.0            | 10.0           | 10.0              | 10.0             | 10.0             |
| Laboratory & Technical Services         | 7.0            | 7.0            | 7.0               | 8.0              | 8.0              |
| Operations Support Services             | 2.0            | 7.0            | 3.0               | 4.0              | 4.0              |
|   | <b>61.0</b>    | <b>68.0</b>    | <b>66.0</b>       | <b>71.0</b>      | <b>71.0</b>      |
| <b>Total</b>                            | <b>113.0</b>   | <b>121.0</b>   | <b>122.0</b>      | <b>128.0</b>     | <b>128.0</b>     |
| <b>Change</b>                           | -              | <b>8.0</b>     | <b>1.0</b>        | <b>6.0</b>       | -                |

## Financial Overview

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### Operating Expenses

#### **Executive and Legislative**

One new position, an Assistant General Manager, is proposed with the FYE 2020 and 2021 budget.

#### **Administrative Services**

In FYE 2019, the General Manager repurposed one FTE Administrative Assistant position from Administrative Services (.5) and Engineering (.5) to recruit for a full time Accountant position. The net effect to the department is a .5 FTE increase.

#### **Engineering**

In FYE 2018, the Asset Management division was incorporated into the Capital Improvement Projects division. That same year the Board approved the addition of a three-year limited term inspector to address increased workload from new development. In FYE 2019, the department, along with Administrative Services, eliminated a (.5) FTE Administrative Assistant. In the same year, the General Manager (GM) approved the transfer of one FTE from the Field Operations division to the CIP division to work exclusively on FOF capital projects and one FTE from the Operations Support Services division to work exclusively on WWTP capital projects. In addition, the Board approved a two-year limited term Associate Engineer on January 15, 2019 to help alleviate the backlog of CIP projects.

#### **Operations**

In FYE 2018, the Board approved eight new positions in conjunction with the FYE 2018 & 2019 budget process. These positions included four Water/WW System Operator I, two Mechanic I and one Electrician. In addition, an Administrative Technician was relocated from Mechanical Maintenance to Operations Support and four Administrative positions moved from Administration to Operations Support Services.

In FYE 2019, Operations Support Services was reorganized with three positions moving to Field Operations, Plant Operations and Mechanical Maintenance. In FYE 2019, the GM approved the transfer of one FTE from the Field Operations division and one FTE from the Operations Support Services division to Engineering.

In FYE 2020 & 2021, the proposed budget is requesting four new FTE positions (Supervising Mechanic, Plant Operator, Water Operations Supervisor and a Regulatory Compliance Supervisor) and a two-year limited term Lab Technician in this department to meet additional and proactive workflow needs and new regulations.

## Financial Overview

### Operating Expenses

#### **Employee Benefits**

All regular and limited-term employees who work more than 1,000 hours per fiscal year are enrolled as “classic members” in the California Public Employees Retirement System (CALPERS) 2.7% at age 55 retirement program (if employment with the District began prior to January 1, 2013, or, if hired after January 1, 2013, was a member of a public retirement system no more than 6 months prior to enrollment in CalPERS). New employees, who are designated “new members,” are enrolled in the CalPERS 2.0% at age 62 plan in accordance with state law. Classic employees contribute 10% of salary toward their retirement (8% is the employee’s portion and 2% is paid by the employees on behalf of the employer, as negotiated in exchange for the current retirement plan). New members contribute 50% of the total normal cost of benefits (currently 6.25% of salary) toward retirement. The District’s employer contribution varies from year to year. Based on the most recent actuarial valuation (2017), the budget assumes net employer contributions of 11.182% of salary in FYE 2020 and 12.000% in FYE 2021 for classic members. Employer contributions for PEPR members are 6.985% and 7.500% of salary respectively.

All full-time employees and Board members are eligible to receive medical, dental, and vision benefits. Part-time employees receive prorated benefits. The Board annually reviews and sets the maximum premium that will be paid by the District (according to a cost sharing agreement in each of the labor contracts). Per negotiated labor agreements in 2017, the maximum monthly District contribution for medical is set at \$2,028 per month (at the Kaiser family rate) in FYE 2020 and FYE 2021.

The District provides retiree medical coverage subject to a vesting schedule established by the healthcare provider. Retiree dental coverage is provided to employees hired prior to July 1, 2014 (in accordance with contracts). Funding of these benefits is from the Other Post-Employment Benefits (OPEB) fund. The table below, summarizing all personnel and benefit costs, includes approximately \$1.56 million annually to fund pension and OPEB unfunded actuarial liabilities.

| Wages and Benefits             | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 1,541,292         | 1,916,291         | 2,027,600          | 2,432,837         | 2,517,333         |
| Local Wastewater Expansion     | 431,018           | 484,551           | 402,735            | 518,363           | 543,576           |
| Regional Wastewater Enterprise | 7,830,225         | 7,403,195         | 7,505,571          | 9,161,498         | 9,546,011         |
| Regional Wastewater Expansion  | 56,993            | 54,282            | 77,041             | 169,101           | 178,754           |
| Water Enterprise               | 5,157,580         | 5,272,548         | 5,482,834          | 6,759,013         | 7,017,034         |
| Water Expansion                | 585,332           | 643,344           | 544,043            | 764,444           | 794,517           |
| Administrative Cost Center     | 4,584,544         | 5,186,854         | 5,463,278          | 5,823,739         | 6,025,170         |
| Other Post-Employment Benefits | 0                 | (206,707)         | 957,259            | 988,919           | 1,064,867         |
| <b>Total</b>                   | <b>20,186,984</b> | <b>20,754,359</b> | <b>22,460,362</b>  | <b>26,617,914</b> | <b>27,687,261</b> |
| <b>% Change</b>                |                   | <b>2.81%</b>      | <b>8.22%</b>       | <b>18.51%</b>     | <b>4.02%</b>      |

## Financial Overview

### Operating Expenses

#### Materials

Materials are budgeted to increase by 2.82% in FYE 2020 and 6.20% in FYE 2021 primarily due to refinement of projected water purchases from Zone 7 to account for growth in customers and water demand. Materials expense also includes chemicals, gas and electric, and general supplies.

All of the District's potable water is purchased from Zone 7 Water Agency, which represents the largest District materials expense. The Zone 7 component of water rates is designed to cover the full cost of water and is adjusted based upon the rate established by Zone 7, generally effective January 1 of each year. From 2018, adopted Zone 7 fixed charges will increase 61.7% and the wholesale water rate will remain relatively flat. Water purchase costs are mainly driven by this increase, customer growth, and water demand.

The District continues to focus on identifying and minimizing water that is used but not billed for. Some reasons for unbilled water include inaccurate data (under-reading) from water meters, flushing fire hydrants, and testing new water lines. The budget assumes a 4.6% rate of unbilled water, compared to the industry standard of roughly 6.0%.

To curtail the rise in chemical costs the District formed and facilitates the Bay Area Chemical Consortium (BACC). BACC is an informal cooperative of 68 water and wastewater agencies in the Bay Area working together to purchase chemicals in higher volume at lower cost.

| Materials                | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Chemicals                | 276,547           | 363,747           | 462,746            | 450,468           | 456,368           |
| Equipment Under \$10,000 | 184,882           | 214,010           | 226,087            | 329,027           | 319,359           |
| Fluids                   | 35,227            | 39,220            | 48,910             | 48,500            | 48,500            |
| Fuel                     | 68,996            | 84,562            | 106,100            | 115,605           | 117,643           |
| Gas & Electric           | 1,970,774         | 2,144,340         | 2,041,246          | 2,189,006         | 2,250,319         |
| General Supplies         | 1,199,305         | 1,097,423         | 1,007,887          | 1,217,350         | 1,071,850         |
| Tools                    | 45,409            | 51,557            | 40,831             | 75,748            | 65,748            |
| Office Supplies/Services | 49,817            | 58,842            | 62,618             | 65,872            | 64,172            |
| Meter Equipment          | 579,180           | 568,873           | 683,770            | 526,500           | 470,000           |
| Water Purchase           | 11,861,315        | 13,791,425        | 14,853,852         | 15,066,704        | 16,466,711        |
| <b>Total</b>             | <b>16,271,453</b> | <b>18,413,999</b> | <b>19,534,047</b>  | <b>20,084,779</b> | <b>21,330,670</b> |
| <b>% Change</b>          |                   | <b>13.17%</b>     | <b>6.08%</b>       | <b>2.82%</b>      | <b>6.20%</b>      |

## Financial Overview

### Operating Expenses

#### Contracts

Contracts expenses are projected to increase 0.29% in FYE 2020 and decrease -0.77% in FYE 2021. Professional Services and Other Services are the largest expenses under the Contracts category.

Professional Services expenses are for various consultants to assist with long-range financial planning and capital planning (master or management plans, rate and fee studies) and ongoing system support. For the budget period, professional services includes the Urban Water Management Plan (\$150,000), Water Capacity Reserve Fee Study (\$50,000), OnBase support (\$300,000), and various human resources studies and reviews (\$220,000).

DSRSD's largest contractual services expense under Other Services is the remittance of standby charges (FYE 2020: \$1.7 million; FYE 2021: \$1.9 million) from the Dougherty Valley Standby Charge District (DVSCD) fund to Zone 7. In order for DSRSD to provide water services to Dougherty Valley, DSRSD must collect a proportionate share of State Water Project (SWP) costs charged to Zone 7. SWP costs are projected to exceed the \$1.5 million standby charge limit that was set by the DVSCD agreement. The FYE 2020 and FYE 2021 budget includes an increment charge for SWP costs above the DVSCD limit.

Due to the District's aging infrastructure, on call subsurface and after hour repairs have increased to approximately \$1.5 million annually beginning in FYE 2019. The FYE 2021 budget also includes \$235,000 for board election costs.

| Contracts                     | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|-------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Insurance                     | 444,372          | 248,534          | 348,499            | 231,939           | 251,552           |
| Legal Services                | 226,159          | 172,114          | 329,050            | 290,000           | 285,000           |
| Professional Services         | 1,219,784        | 1,004,299        | 1,461,253          | 1,120,080         | 1,014,055         |
| Advertising                   | 18,688           | 64,600           | 38,180             | 114,830           | 89,830            |
| Equipment Lease/Rental        | 141,566          | 131,312          | 173,008            | 196,405           | 196,585           |
| Maintenance Contracts         | 405,169          | 600,229          | 730,025            | 837,613           | 855,808           |
| Monitoring & Testing Services | 41,953           | 34,224           | 73,500             | 74,500            | 78,500            |
| Other Services                | 3,524,408        | 2,753,091        | 3,967,708          | 4,272,269         | 4,305,326         |
| Printing Services             | 37,301           | 82,658           | 165,055            | 138,150           | 142,150           |
| Telecommunication Services    | 101,116          | 115,580          | 86,405             | 118,500           | 118,500           |
| <b>Total</b>                  | <b>6,160,516</b> | <b>5,206,641</b> | <b>7,372,683</b>   | <b>7,394,285</b>  | <b>7,337,306</b>  |
| <b>% Change</b>               |                  | <b>-15.48%</b>   | <b>41.60%</b>      | <b>0.29%</b>      | <b>-0.77%</b>     |

## Financial Overview

### Operating Expenses

#### Other Expenses

Costs that cannot be classified in other categories are budgeted to other expenses. Notable costs in this expense category are debt payments, contributions to Joint Powers Authority (JPA), and overhead charges. There was a one time \$13.2 million prior-period adjustment in FYE 2018 due to implementation of GASB Statement No. 75 (*Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*).

| Other Expenses                     | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|------------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Meetings                           | 14,691            | 18,229            | 29,600             | 32,900            | 33,450            |
| Permits, Licenses & Memberships    | 354,977           | 340,106           | 396,681            | 436,342           | 433,892           |
| Subscriptions & Publications       | 7,990             | 9,773             | 13,570             | 25,980            | 26,068            |
| Utility Billing Balance Write-Offs | 315               | (493)             |                    |                   |                   |
| Low Income Credit (UB)             | 34,907            | 35,537            | 58,163             | 51,000            | 56,000            |
| Drought Expenses                   | 48,376            | 116               |                    |                   |                   |
| Drought Related Rebates            | 1,250             |                   |                    |                   |                   |
| Credit Card Transaction Fees       |                   |                   |                    | 37,000            | 41,000            |
| Debt Payments                      | 1,916,635         | 1,711,942         | 1,880,913          | 1,880,513         | 1,880,513         |
| Bond Issuance Costs                | 1,350             |                   |                    |                   |                   |
| Contribution To JPA's              | 12,511,130        | 14,406,491        | 14,619,380         | 12,354,489        | 12,354,850        |
| Prior Year Adjustments             | 15,030            | 13,243,774        |                    |                   |                   |
| <b>Total</b>                       | <b>14,906,652</b> | <b>29,765,476</b> | <b>16,998,307</b>  | <b>14,818,224</b> | <b>14,825,773</b> |
| <b>% Change</b>                    |                   | <b>99.68%</b>     | <b>-42.89%</b>     | <b>-12.83%</b>    | <b>0.05%</b>      |

#### Debt Payments

Per the District's *Capital Financing and Debt Management* policy, the District may use debt financing only to purchase or build capital assets that cannot be acquired from either current revenues or replacement reserves and to fund capital improvements and additions. Debt for operating and maintenance costs is not allowed. See Appendix for fund Debt Service schedule.

#### 2011 LAVWMA Pledge Obligation

On September 28, 2011, LAVWMA issued \$105,345,000 of 2011 Sewer Revenue Refunding Bonds (2011 LAVWMA Bonds) to refund and retire its Series A Sewer Revenue Bonds and to pay costs of issuance. As a member of LAVWMA, the District has pledged its regional service charges to a portion of the 2011 LAVWMA Bonds. DSRSD's portion of the original debt issue was \$40,975,094, the annual payment is approximately \$3.1 million, and the debt will be retired in 2031. The Budget also includes approximately \$2.7 million for the City of Pleasanton's share of the LAVWMA debt.

#### 2017 Water Revenue Refunding Bonds

The District issued \$33,590,000 of 2017 Water Revenue Refunding Bonds on December 1, 2017. Proceeds of the issuance were used to refund the outstanding portion of the 2011 Water Revenue Refunding Bonds and pay costs of issuance. Interest rates range from 2% to 4%. Principal payments are due annually beginning August 1, 2018 through August 1, 2041.

## Financial Overview

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### Operating Expenses

#### **Contributions to Joint Powers Authorities**

The District is a member agency in two joint powers authorities: the Livermore Amador Valley Water Management Agency (LAVWMA) and the DSRSD-EBMUD Recycled Water Authority (DERWA). Each JPA Board of Directors is comprised of representatives of their respective member agencies and adopt operating and capital budgets independently. Budgeted Contributions to JPAs are based on the adopted budget of each JPA. Debt for each JPA is based on the debt service schedule for each offering.

#### *LAVWMA*

Formed in 1974, participants in LAVWMA include the District and the Cities of Livermore and Pleasanton. The authority operates an export pumping facility through which all non-recycled treated wastewater is discharged. Contributions to LAVWMA for operations and maintenance expenses is funded by the Regional Enterprise Fund and is budgeted to increase 4.84% (\$2.07 million) primarily due to higher pumping and chemical costs. LAVWMA's Joint-Use sub fund account is used for LAVWMA replacement capital projects and is funded through the Regional Replacement Fund. LAVWMA debt is funded by the Regional Enterprise Fund (repair portion) and the Regional Expansion Fund (expansion portion).

#### *DERWA*

DSRSD and East Bay Municipal Utility District (EBMUD) participate in DERWA, a Joint Power Authority formed in 2006 to provide recycled water service. Contributions to DERWA for operations and maintenance are funded by the Water Enterprise Fund and are budgeted to increase 5.80% (\$2.2 million). The DERWA operating budget increased 15% due to higher DSRSD costs for operation and maintenance of the DERWA project. Replacement capital projects are funded by the Water Replacement Fund and expansion capital projects are funded by the Water Expansion Fund. DERWA state loan repayments are also funded by the Water Expansion Fund.

## Financial Overview

### Operating Expenses

#### Capital Outlay

Capital outlay assets, generally vehicles and equipment, are assets costing \$10,000 or more per item with an estimated useful life of over two years. The following is the list of new and replacements assets to be purchased in FYE 2020 and FYE 2021. Capital Outlay expenses vary from year to year depending on District needs and fleet replacement schedules.

| Asset Description                               | Division No. | Budget FYE2020      | Budget FY2021     |
|---|--------------|---------------------|-------------------|
| CCTV Truck Replacement                          | 51           | \$ 500,000          | \$ -              |
| Arrowboard Sign Trailer                         | 51           | 17,500              | -                 |
| Ford Escape                                     | 51           | 30,000              | -                 |
| Leak Repair Vehicle                             | 51           | 150,000             | -                 |
| Reach Truck                                     | 51           | 35,000              | -                 |
| Utility/Service Carts (Qty 8)                   | 52/53/54     | 77,000              | 11,000            |
| Spare RAS Pump For Secondary Clarifiers         | 53           | 16,000              | -                 |
| Vibration and Acoustic Monitoring Equipment     | 53           | 100,000             | -                 |
| Mechanical Bird Control                         | 53           | 50,000              | -                 |
| Air Handler for Influent Pump Room              | 53           | 32,000              | -                 |
| Building "A" Sewer Line Replacement/Bursting    | 53           | 60,000              | -                 |
| D7 Tractor for Bio-Solids Harvesting            | 53           | 250,000             | -                 |
| Small Dump Truck                                | 53           | 75,000              | -                 |
| District Office Server Room HVAC                | 53           | 30,000              | -                 |
| Instrumentation, Controls, & Electrical         | 54           | 90,100              | -                 |
| Laboratory Equipment Replacement                | 55           | 250,000             | 250,000           |
| Environmental Compliant Blasting/Removal System | 53           | -                   | 50,000            |
| Building "R" Retaining Wall                     | 53           | -                   | 60,000            |
| Influent Gate Control                           | 53           | -                   | 120,000           |
| <b>GRAND TOTAL REQUESTS</b>                     |              | <b>1,762,600.00</b> | <b>491,000.00</b> |

| Capital Outlay                  | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed   | FYE21 Proposed |
|---------------------------------|----------------|----------------|-----------------|------------------|----------------|
| Local Wastewater Replacement    | 28,623         | 6,630          | 19,300          | 503,600          |                |
| Regional Wastewater Replacement | 215,077        | 311,319        | 557,600         | 897,200          | 408,500        |
| Water Replacement               | 223,684        | 96,532         | 78,550          | 361,800          | 82,500         |
| <b>Total</b>                    | <b>467,385</b> | <b>414,482</b> | <b>655,450</b>  | <b>1,762,600</b> | <b>491,000</b> |
| <b>% Change</b>                 |                | <b>-11.32%</b> | <b>58.14%</b>   | <b>168.91%</b>   | <b>-72.14%</b> |

## Financial Overview

### Operating Expenses

#### ***Administrative Cost Center/Overhead Charges***

The District's administrative costs, which are costs not directly attributable to any particular fund are captured in its Administrative Cost Center. While most administrative divisions use this fund to record their costs, any costs that can be specifically linked to a specific fund are budgeted and charged accordingly. For example, training an employee about backflow requirements (the device that prevents water from flowing backwards from a residence or irrigation system into the District's potable water system) would be charged to the Water Enterprise Fund. The Administrative Cost Center is allocated each month to the other funds based on total proportional staffing costs.

| Overhead Charges by Fund       | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 399,944         | 623,867         | 845,514            | 827,272           | 874,336           |
| Local Wastewater Expansion     | 95,620          | 122,744         | 168,629            | 176,892           | 189,310           |
| Regional Wastewater Enterprise | 2,205,806       | 2,242,733       | 3,077,845          | 3,234,698         | 3,437,734         |
| Regional Wastewater Expansion  | 22,268          | 23,679          | 32,701             | 34,044            | 36,129            |
| Water Enterprise               | 1,479,706       | 1,646,894       | 2,265,661          | 2,283,007         | 2,415,509         |
| Water Expansion                | 162,859         | 172,518         | 236,783            | 237,100           | 253,433           |
| Administrative Cost Center     | (4,366,203)     | (4,832,435)     | (6,627,132)        | (6,793,012)       | (7,206,451)       |
| <b>Total</b>                   | -               | -               | -                  | -                 | -                 |

## Financial Overview

### Inter-fund Transfers

Transfers are internal transactions that are used to move money from one fund to another for specified purposes. Transfers are included in both the revenue and expense sections of the District budget. Each enterprise fund contributes money to its respective replacement fund for the future repair and replacement of its facilities and infrastructure. Amounts are determined each budget cycle based on the fund balance and future projected expenses. As mentioned earlier, Local Replacement allocations are suspended for the budget period.

| Replacement Allocations         | FYE20            |                  | FYE21            |                  |
|---------------------------------|------------------|------------------|------------------|------------------|
|                                 | From             | To               | From             | To               |
| Local Wastewater Enterprise     | -                |                  | -                |                  |
| Local Wastewater Replacement    |                  | -                |                  | -                |
| Regional Wastewater Enterprise  | 3,130,000        |                  | 3,340,000        |                  |
| Regional Wastewater Replacement |                  | 3,130,000        |                  | 3,340,000        |
| Water Enterprise                | 5,494,688        |                  | 5,494,688        |                  |
| Water Replacement               |                  | 5,494,688        |                  | 5,494,688        |
| <b>Total</b>                    | <b>8,624,688</b> | <b>8,624,688</b> | <b>8,834,688</b> | <b>8,834,688</b> |

Water Enterprise transfers funds to Water Expansion to provide funding for the ratepayer share of the water-related debt service in accordance with the District's 2016 Water Capacity Reserve Fee Study.

| Debt Service     | FYE20          |                | FYE21          |                |
|------------------|----------------|----------------|----------------|----------------|
|                  | From           | To             | From           | To             |
| Water Enterprise | 675,000        |                | 675,000        |                |
| Water Expansion  |                | 675,000        |                | 675,000        |
| <b>Total</b>     | <b>675,000</b> | <b>675,000</b> | <b>675,000</b> | <b>675,000</b> |

On May 2, 2017, the Board approved an interfund loan from Local Wastewater Expansion to Local Wastewater Replacement of \$5 million for a six-year term with interest rates reflective of the District's investment portfolio. This loan paid for the Dublin Trunk Sewer Rehabilitation and the Sewer Lift Station Relocation projects and will help pay for the other projects until transfers from the Local Wastewater Enterprise Fund are sufficient to cover the costs.

| Interfund Loan Repayment     | FYE20          |                | FYE21          |                |
|------------------------------|----------------|----------------|----------------|----------------|
|                              | From           | To             | From           | To             |
| Local Wastewater Replacement | 939,583        |                | 918,333        |                |
| Local Wastewater Expansion   |                | 939,583        |                | 918,333        |
| <b>Total</b>                 | <b>939,583</b> | <b>939,583</b> | <b>918,333</b> | <b>918,333</b> |

## Financial Overview

### Capital Improvement Program

The Capital Improvement Program (CIP) is a capital investment plan to maintain and enhance the Dublin San Ramon Services District's ("District" or "DSRSD") infrastructure. The CIP serves as a guide for identifying current and future projects in support of the District's mission to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner. The CIP is also the planning instrument used to coordinate the financing and timing of improvements, with the ultimate goal of maximizing the return to customers.

The CIP consists of the Ten-Year Capital Improvement Plan and the Two-Year Capital Improvement Budget. The Capital Improvement Plan serves to identify, prioritize, and schedule capital projects for the ten-year period, and establish a plan for generating the financial resources needed to complete these capital projects. The first two years of expenditures in the Capital Improvement Plan comprise the District's Two-Year Capital Improvement Budget for Fiscal Years 2020 and 2021. By adopting the Capital Improvement Budget, the Board:

- Authorizes total budgets for the individual capital projects.
- Authorizes the initiation of project expenditures in either fiscal year 2020 or 2021.
- Establishes the maximum expenditures from each fund for fiscal years 2020 and 2021.

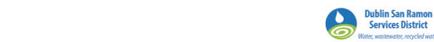
#### Capital Replacement and Expansion Funding

The District has three business enterprises: local wastewater collection, regional wastewater treatment and water. Each business has two capital funds: replacement and expansion. A key distinction is that replacement funds are largely funded by rate revenue from existing customers, while expansion funds are funded by fee revenue from new development. The Capital Improvement Program outlines the capital expenditures planned in the replacement and expansion funds.

*Local Wastewater Replacement (Fund 210)*-funds projects which replace and improve local sewer facilities that transfer wastewater from the point of origin to the regional wastewater treatment plant. The fund minimum reserve is twice the average annual expense of the fifteen year CIP.

*Local Wastewater Expansion (Fund 220)*-funds projects which expand or add local sewer facilities to accommodate increased wastewater flows from new development. The fund minimum reserve is the next two years' annual expense, plus two-year's average debt service.

*Regional Wastewater Replacement (Fund 310)*-funds projects which replace and improve the existing Regional Wastewater Treatment Plant processes and facilities. The plant treats the wastewater collected from the DSRSD local collection system as well as the was wastewater flows from the City of Pleasanton before further treatment for recycled water or conveyance through the Livermore-Amador Valley Water Management Agency (LAVWMA) pipeline to the San Francisco Bay for disposal. The fund minimum reserve is twice the average annual expense of the fifteen year CIP.



DRAFT  
**Capital Improvement Program**  
 TEN YEAR PLAN— Fiscal Years Ending 2020 through 2029  
 TWO YEAR BUDGET— Fiscal Years Ending 2020 and 2021



## Financial Overview

### Capital Improvement Program

*Regional Wastewater Expansion (Fund 320)*-funds projects which expand or add to the wastewater treatment process to accommodate future wastewater flows, ultimately conveyed through the LAVWMA pipeline to the San Francisco Bay for disposal. The fund minimum reserve is the next two years' annual expense, plus two-year's average debt service.

*Water Replacement (Fund 610)*-funds projects which replace and improve facilities to treat recycled water, as well as the pipelines, pump stations, reservoirs, and related appurtenances to distribute potable water (from the Zone 7 turnouts to the customers and recycled water from the DERWA turnouts to the recycled water customers). The fund minimum reserve is twice the average annual expense of the fifteen year CIP.

*Water Expansion (Fund 620)*-funds projects which expand or add facilities to treat recycled water and to distribute potable and recycled water. The fund minimum reserve is the next two years' annual expense, plus two-year's average debt service.

A CIP project can have more than one funding source depending on the project scope. The fund split for multi-funded projects is determined based on the District's *Project Cost Allocation Policy*. <https://www.dsrds.com/Home/ShowDocument?id=308>

#### Capital Improvement Program Expenditures

The *CIP Ten-Year Plan for FYE 2020 through 2029* includes 102 projects and programs totaling \$236.6 million. The *CIP Two-Year Budget* includes 59 projects and programs totaling \$53.8 million. The following table provides a summary of CIP expenditures in the *Two-Year CIP Budget* for each fund, grouped by business enterprise. All expenditures are shown in current dollars.

| Fund         | 2020              | 2021              | 2022              | 2023              | 2024              | 2025              | 2026              | 2027              | 2028              | 2029              | 10 Year Total      | Future             | With Future        |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|--------------------|--------------------|
| 210          | 1,598,164         | 508,789           | 1,951,455         | 2,178,955         | 1,438,600         | 1,928,364         | 448,600           | 1,220,600         | 1,148,600         | 1,148,600         | 13,570,727         | 9,763,000          | 23,333,727         |
| 220          | 39,285            | 181,744           | 820,000           | 500,000           | -                 | -                 | 275,000           | 2,557,000         | -                 | -                 | 4,373,029          | 6,955,000          | 11,328,029         |
| 310          | 6,579,168         | 7,387,991         | 4,279,450         | 5,632,550         | 3,733,050         | 2,498,800         | 2,373,800         | 3,173,800         | 3,373,800         | 9,777,800         | 48,810,209         | 45,189,000         | 93,999,209         |
| 320          | 6,572,622         | 6,828,450         | 3,686,500         | 2,947,500         | 12,120,000        | -                 | -                 | -                 | 2,358,000         | 6,170,000         | 40,683,072         | 24,540,000         | 65,223,072         |
| 610          | 7,149,017         | 7,783,418         | 5,806,600         | 5,388,980         | 4,688,983         | 7,316,170         | 8,142,660         | 7,610,400         | 12,132,400        | 19,307,700        | 85,326,328         | 23,117,500         | 108,443,828        |
| 620          | 3,040,330         | 6,172,166         | 13,865,700        | 10,645,980        | 662,200           | 769,200           | 769,200           | 769,200           | 2,519,200         | 4,675,000         | 43,888,176         | 1,735,000          | 45,623,176         |
| <b>Total</b> | <b>24,978,586</b> | <b>28,862,558</b> | <b>30,409,705</b> | <b>27,293,965</b> | <b>22,642,833</b> | <b>12,512,534</b> | <b>12,009,260</b> | <b>15,331,000</b> | <b>21,532,000</b> | <b>41,079,100</b> | <b>236,651,541</b> | <b>111,299,500</b> | <b>347,951,041</b> |

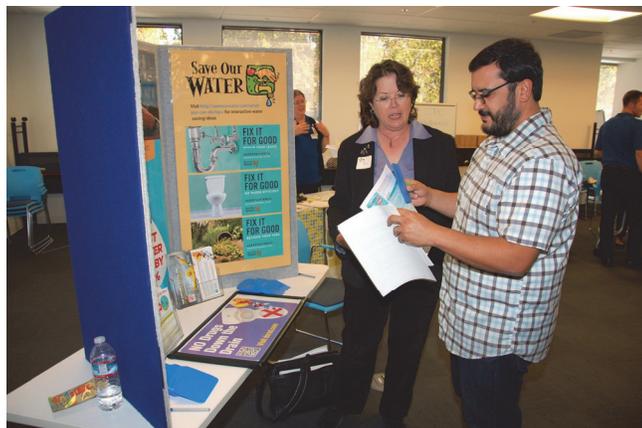
The complete *CIP Ten-Year Plan for FYEs 2020 through 2029* and *Two-Year Budget for FYE 2020 and 2021* are available at [www.dsrds.com/about-us/library/financial-information](http://www.dsrds.com/about-us/library/financial-information).

## Notes

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# Executive & Legislative Department

The Executive and Legislative Department consists of four divisions including Legislative, the Office of the General Manager, Public Affairs, and Executive Services. The department is responsible for directing policy, providing executive leadership to the District, providing administrative support to the Board and General Manager, and managing public affairs and community outreach.



## Department Overview

### Executive & Legislative Services

#### 2018 and 2019 Accomplishments

##### *Legislative*

- Approved development of a Board Room Audio Visual Project.
- Gave a State of the District presentation to two sister agencies.
- Authorized early payoff of EBDA debt, retiring \$3.5 million of debt owed by the Regional Fund.
- Approved streamlining of purchasing policy to allow for informal bidding procedures and flexibility.
- Approved an update to the Regional Capacity Reserve Fee, reducing connection fees by 14%.
- Adopted district-based elections to assure compliance with the California Voters Right Act.
- Approved new procedures and programs to encourage public participation in the election process by increasing the District's contribution for candidate statements and directing implementation for a Citizen's Water Academy.
- Provided leadership in the industry by serving on the CASA Board of Directors, on the CSDA Alameda County Chapter Board of Director, and on the CSDA Contra Costa Board of Directors.

##### *Office of the General Manager*

- Facilitated continuing work of the Tri-Valley Water Liaison Committee.

##### *Public Affairs*

- Produced the District's first and second annual report addressing accomplishments and goals in the water, recycled water and wastewater industry.
- Initiated the District's first Citizen Academy, educating 25 residents on our industry and the role DSRSD plays in the Tri-Valley.
- In collaboration with other Tri-Valley water agencies, developed a joint "Tri-Valley Water 101" presentation and facilitated presentations to community groups.
- Provided leadership in the water industry by serving on the ACWA Board of Directors.

##### *Executive Services*

- Facilitated the move from General Elections to District Elections in 2019.
- Successfully facilitated the 2018 Board of Director election and Board transition.
- Continued to implement an electronic Agenda Management system.
- Completed a District-wide needs assessment to help develop an Electronic Combined Management System.
- Organized two new Annual Employee Recognition Events.

## Department Overview

### Executive & Legislative Services

#### Operating Expenses by Category

| Category           | FYE17 Actual     | FYE18 Actual     | FYE19 Estimated  | FYE20 Proposed   | FYE21 Proposed   |
|--------------------|------------------|------------------|------------------|------------------|------------------|
| Wages and Benefits | 1,681,718        | 1,609,603        | 1,828,028        | 2,102,291        | 2,156,407        |
| Materials          | 20,661           | 19,537           | 23,370           | 18,020           | 16,360           |
| Contracts          | 205,493          | 248,577          | 544,523          | 486,125          | 706,405          |
| Other              | 137,370          | 149,553          | 174,799          | 203,757          | 204,907          |
| <b>Total</b>       | <b>2,045,241</b> | <b>2,027,269</b> | <b>2,570,720</b> | <b>2,810,193</b> | <b>3,084,079</b> |

#### Operating Expenses by Fund

| Fund                           | FYE17 Actual     | FYE18 Actual     | FYE19 Estimated  | FYE20 Proposed   | FYE21 Proposed   |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|
| Local Wastewater Enterprise    | 23,393           | 14,871           | 28,900           | 30,200           | 30,200           |
| Regional Wastewater Enterprise | 242,710          | 221,181          | 269,418          | 297,221          | 284,942          |
| Water Enterprise               | 257,688          | 260,356          | 309,022          | 462,414          | 461,852          |
| Administrative Cost Center     | 1,521,450        | 1,530,861        | 1,963,380        | 2,020,358        | 2,307,084        |
| <b>Total</b>                   | <b>2,045,241</b> | <b>2,027,269</b> | <b>2,570,720</b> | <b>2,810,193</b> | <b>3,084,079</b> |
| <b>Full Time Equivalents</b>   | <b>8.5</b>       | <b>8.5</b>       | <b>8.5</b>       | <b>9.5</b>       | <b>9.5</b>       |



## Department Overview

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### Legislative — Division 10



The Dublin San Ramon Services District Board of Directors is an independently elected legislative body consisting of five Directors. The Directors govern the District by setting policies, and hiring and overseeing the District's General Manager. The Board exercises these powers under the authority of the Community Services District Law (California Government Code section 61000 et seq.) and is ultimately responsible and accountable to the people of the District. The Board of Directors' budget includes Board member travel and training costs at industry conferences, meetings, and community events as well as the consolidated election held every two years with the statewide general election. Starting in 2020, Board Directors will be elected by Division, rather than "at large".

#### ***Top Division Goals***

- Build consensus with Tri-Valley partners on the importance of diversification and local control of water supplies.
- Represent the District at industry conferences, meetings, and community events.
- Adopt fair and equitable rates for DSRSD customers.
- Conduct annual "State of the District" presentations with our sister agencies.

#### ***Budget Trends***

The proposed budget for FYE 2020 and FYE 2021 is a status quo with the exception of elections, which occur every other year. There were no district elections in Fiscal years ending 2018 and 2020. For fiscal years ending 2019 and 2021, the budget included \$198,000 and \$235,000 for election costs, respectively.

## Department Overview

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### Legislative — Division 10

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 71,168          | 61,181          | 81,947             | 84,604            | 84,604            |
| Materials          | 765             | 1,918           | 6,300              | 2,800             | 2,800             |
| Contracts          | 48,573          | 31,210          | 223,753            | 52,000            | 289,000           |
| Other              | 855             | 1,954           | 700                | 3,040             | 3,040             |
| <b>Total</b>       | <b>121,361</b>  | <b>96,263</b>   | <b>312,700</b>     | <b>142,444</b>    | <b>379,444</b>    |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 3,755           | -               | -                  | -                 | -                 |
| Regional Wastewater Enterprise | 3,755           | 4,351           | 7,500              | 9,500             | 9,500             |
| Water Enterprise               | 2,184           | -               | 6,000              | 3,000             | 3,000             |
| Administrative Cost Center     | 111,667         | 91,912          | 299,200            | 129,944           | 366,944           |
| <b>Total</b>                   | <b>121,361</b>  | <b>96,263</b>   | <b>312,700</b>     | <b>142,444</b>    | <b>379,444</b>    |



## Department Overview

### Office of the General Manager — Division 12



The General Manager provides executive leadership and management of the District's business, including oversight to the three main operating departments (Operations, Administrative Services, and Engineering), and two administrative divisions: Public Affairs and Executive Services. The General Manager is the primary liaison between the Board of Directors and the staff of the District, and is responsible for interagency coordination and collaborations.

#### ***Top Division Goals***

- Work collaboratively with our Tri-Valley partners in the development of a more diversified and resilient water supply.
- Build consensus with Tri-Valley Partners on the importance of diversification and local control of water supplies.
- Review and prepare revisions to joint powers authority agreements and the City of Pleasanton agreements to address changing conditions.
- Lead all the District's staff and resources to develop a fully integrated Asset Management Program to guide all the District's business decisions.
- Engage and develop all District staff to ensure a continuously high performing organization.
- Implement the new Strategic Plan adopted in May 2019.

#### ***Budget Trends***

Salary and benefits increased in FYE 2020 with the addition of an Assistant General Manager to help provide greater emphasis on developing a more diversified water supply, to accelerate the further development of our Asset Management Program, to place greater focus on professional development efforts district-wide, and to update our various inter-agency agreements (Pleasanton, DERWA, LAVWMA).

## Department Overview

### Office of the General Manager — Division 12

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 407,260         | 377,944         | 395,450            | 745,772           | 754,000           |
| Materials          | 326             | 143             | 200                | 2,000             | 200               |
| Contracts          | 1,706           | 12,187          | 6,300              | 5,000             | 5,000             |
| Other              | 132,927         | 143,773         | 167,079            | 193,257           | 194,407           |
| <b>Total</b>       | <b>542,220</b>  | <b>534,047</b>  | <b>569,029</b>     | <b>946,029</b>    | <b>953,607</b>    |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 10,484          | 9,663           | 8,400              | 9,200             | 9,200             |
| Regional Wastewater Enterprise | 43,533          | 41,189          | 53,697             | 61,680            | 62,130            |
| Water Enterprise               | 55,128          | 68,759          | 73,100             | 228,969           | 222,137           |
| Administrative Cost Center     | 433,075         | 414,436         | 433,832            | 646,180           | 660,139           |
| <b>Total</b>                   | <b>542,220</b>  | <b>534,047</b>  | <b>569,029</b>     | <b>946,029</b>    | <b>953,607</b>    |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>1.0</b> | <b>1.0</b> | <b>1.0</b> | <b>2.0</b> | <b>2.0</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Department Overview

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### Public Affairs — Division 14



Previously known as Communications; the Public Affairs division clearly, concisely, and consistently communicate that the District provides reliable and sustainable water, wastewater and recycled water services 24/7 while protecting public health and the environment, investing appropriately for sound financial management, and maintaining a highly effective workforce.

#### **Top Division Goals**

- Produce the District’s annual report.
- Work with Tri-Valley partners to develop a public outreach program on water supply alternatives.
- Facilitate the Citizens Academy to educate residents on our industry and the role DSRSD plays in the Tri-Valley and to invite the public to participate in DSRSD affairs.

#### **Budget Trends**

In FYE 2018, the Public Affairs division had salary savings due to retirements. This budget jumped in FYE 2019 with the production of the District’s Annual Report and the first Citizen Water Academy, both to educate the public about what DSRSD does and highlight major accomplishments. FYE 2020 changes include resuming production of customer newsletters and expansion of the Citizens Water Academy. Staff will resume production of *Newsline*, a customer newsletter that has not been produced since 2013. Each *Newsline* focuses on one theme—wise water use, pollution prevention, finances, value of recycled water—and two-thirds of the print will be inserted with customer’s bills and one-third will be mailed separately (to ebill customers). Since the District is transitioning from at-large elections to area-based elections, a second Citizens Water Academy will be offered to encourage interest in serving on vacant Board seats. Finally, staff will begin to design 12-15 tour signs for the Regional Wastewater Treatment Facility.

## Department Overview

### Public Affairs — Division 14

#### Operating Expenses by Category

| Category           | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed | FYE21 Proposed |
|--------------------|----------------|----------------|-----------------|----------------|----------------|
| Wages and Benefits | 610,003        | 559,918        | 668,090         | 639,335        | 659,923        |
| Materials          | 17,800         | 7,820          | 12,950          | 9,300          | 9,300          |
| Contracts          | 36,090         | 75,255         | 125,000         | 183,100        | 164,100        |
| Other              | 2,644          | 2,660          | 5,650           | 5,290          | 5,290          |
| <b>Total</b>       | <b>666,537</b> | <b>645,653</b> | <b>811,690</b>  | <b>837,025</b> | <b>838,613</b> |

#### Operating Expenses by Fund

| Fund                           | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed | FYE21 Proposed |
|--------------------------------|----------------|----------------|-----------------|----------------|----------------|
| Local Wastewater Enterprise    | 9,154          | 5,208          | 20,500          | 21,000         | 21,000         |
| Regional Wastewater Enterprise | 195,423        | 175,642        | 208,221         | 226,041        | 213,312        |
| Water Enterprise               | 200,375        | 191,597        | 229,922         | 230,445        | 236,715        |
| Administrative Cost Center     | 261,585        | 273,206        | 353,046         | 359,538        | 367,586        |
| <b>Total</b>                   | <b>666,537</b> | <b>645,653</b> | <b>811,690</b>  | <b>837,025</b> | <b>838,613</b> |
| <b>Full Time Equivalents</b>   | <b>3.5</b>     | <b>3.5</b>     | <b>3.5</b>      | <b>3.5</b>     | <b>3.5</b>     |



## Department Overview

### Executive Services — Division 15



The Executive Services Division provides administrative services in support of the Board of Directors, General Manager, Senior Managers, staff, other agencies, and the public. The Division provides District Secretary and supervisory services handling production of approximately 30 Board and Committee agenda packets, minutes, and public meetings, providing timely responses to approximately 20 Public Records Act requests annually, facilitating the Board of Directors elections and appointments, administering the Oath of Office to Boardmembers and newly hired staff,

managing mandatory Fair Political Practices Commission (FPPC) filings, overseeing records management, facilitating publication of approximately 40 legal ads/public notices annually, conducting Capital Improvement Program project bid openings, managing contract and recordation processes, managing Board policies, maintaining the District Code, planning the annual employee recognition event and special events, managing facilities, and completing special projects. In addition, staff provides joint powers authority (JPA) support, and serve as the DERWA Authority Secretary and records keeper.

#### **Top Division Goals**

- Continue to expand the use of the Electronic Content Management System.
- Implement needed changes to existing records management, retention, and retrieval policies.
- Implement an electronic filing system for the FPPC Form 700.
- Conduct biennial Conflict of Interest Code review for 2020.
- Conduct consolidated District election for 2020 in accordance with new by-division election system.
- Facilitate adjustment of election district boundaries once 2020 Federal census data becomes available.
- Continue to streamline and increase efficiencies in work strategies.
- Evaluate the cost and feasibility of improved Board meeting administration tools and technologies .

#### **Budget Trends**

The proposed budget for FYE 2020 and FYE 2021 is status quo with the exception of the implementation of a physical and electronic records management system. After two retirements in 2018, this division is now fully staffed, thus reducing the need for temporary help by approximately \$50,000.

## Department Overview

### Executive Services — Division 15

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 593,286         | 610,560         | 682,541            | 632,580           | 657,880           |
| Materials          | 1,770           | 9,656           | 3,920              | 3,920             | 4,060             |
| Contracts          | 119,123         | 129,925         | 189,470            | 246,025           | 248,305           |
| Other              | 944             | 1,166           | 1,370              | 2,170             | 2,170             |
| <b>Total</b>       | <b>715,124</b>  | <b>751,306</b>  | <b>877,301</b>     | <b>884,695</b>    | <b>912,415</b>    |

#### Operating Expenses by Fund

| Fund                       | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|----------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Administrative Cost Center | 715,124         | 751,306         | 877,301            | 884,695           | 912,415           |
| <b>Total</b>               | <b>715,124</b>  | <b>751,306</b>  | <b>877,301</b>     | <b>884,695</b>    | <b>912,415</b>    |

|                       |     |     |     |     |     |
|-----------------------|-----|-----|-----|-----|-----|
| Full Time Equivalents | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 |
|-----------------------|-----|-----|-----|-----|-----|



## Notes

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# Administrative Services Department

The Administrative Services Department consists of five divisions including Administration, Financial Services, Human Resources & Risk Management, Utility Billing & Customer Service, and Information Technology Services. These divisions provide all financial management and administration functions, including payroll, manage all hiring, employee benefit administration and risk management. The Utility Billing & Customer Service division sends both water and sewer bills to more than 25,000 active accounts in Dublin, Southern San Ramon, Dougherty Valley and Pleasanton. The Information Technology Division supports three facilities and over 45 different software applications.



## Department Overview

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### Administrative Services

#### 2018 and 2019 Accomplishments

##### *Administration*

- Facilitated an offsite management retreat concentrating on employee engagement, coaching and feedback, disaster preparedness and asset management.
- Successfully coordinated the District's first Employee Academy.

##### *Financial Services*

- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the 17th year in a row for FYE 2017 CAFR.
- Received an 'AA+' rating from Standard & Poor's, stating the district is financially sound and its rating outlook is stable through 2023. Advance refunded the 2011 Water Bonds saving the District nine million dollars over the life of the bonds.
- Completed the five year Local and Regional Wastewater Capacity Reserve Fee study.
- Completed the five year Water Rate Study, to update rates per current legal requirements.

##### *Human Resources & Risk Management*

- Negotiated four labor contracts and four personal service agreements on time and within Board parameters.
- Completed 44 recruitments, and on-boarded 38 new employees.
- Started a Classification Study and a Compensation Study District-wide.
- Transitioned the Dublin San Ramon 457b Plan and Trust deferred compensation plan to a new provider and established a Plan Administrative Committee.
- Facilitated a new employee performance process centered around coaching and feedback.

##### *Utility Billing & Customer Service*

- Call Center kept continuously open despite relocation from the November 2018 District Office flood.
- Expanded AMI infrastructure to cover neighborhoods in the northernmost area of the district.
- Installed and programmed an average of 84 new residential meter sets per month.
- Increased the sign up rates for both the Automated Clearing House and paperless billing (Ebill) programs with an achievement of over 50% of our customer base.
- Accomplished all of our performance goals including 100 percent timely bill production.

##### *Information Technology Services*

- Completed the Information Technology Services Master Plan.
- Installed Wireless Access Points (WAPs) at all field facilities for staff access to the business and SCADA resources to deliver relevant information for the specific field site including: open work requests and work orders, asset listing, and maintenance manuals.
- Expanded the document storage within OnBase, our Electronic Document Management System, to include Engineering Records Drawings, Regulatory Reports, and launch retention schedules.
- Introduced two-factor authentication for all remote virtual private network (VPN) access to District and a phishing awareness program including video training and reporting structure.
- Rerouted the 10 gig fiber network connections between the District Office, Field Operations Facility, and the Plant to insure redundancy and survivability in case of electrical or mechanical loss of any one facility.
- Successfully relocated the District Office after the November 2018 District Office flood.

## Department Overview

### Administrative Services

#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 3,768,471        | 4,090,048        | 4,259,919          | 4,662,236         | 4,765,103         |
| Materials          | 120,662          | 60,635           | 39,385             | 37,814            | 43,752            |
| Contracts          | 647,376          | 628,562          | 1,110,526          | 1,026,197         | 979,495           |
| Other              | 4,191            | 6,013            | 9,550              | 22,100            | 22,100            |
| <b>Total</b>       | <b>4,540,700</b> | <b>4,785,259</b> | <b>5,419,380</b>   | <b>5,748,346</b>  | <b>5,810,450</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 121,168          | 128,206          | 128,316            | 157,029           | 159,664           |
| Local Wastewater Expansion     | -                | -                | 12,000             | -                 | -                 |
| Regional Wastewater Enterprise | 151,949          | 133,415          | 145,745            | 157,031           | 159,666           |
| Regional Wastewater Expansion  | -                | 12,405           | 35,000             | -                 | -                 |
| Water Enterprise               | 875,186          | 912,690          | 1,032,398          | 1,122,270         | 1,136,863         |
| Water Expansion                | 53               | 6,030            | -                  | -                 | 50,000            |
| Administrative Cost Center     | 3,392,345        | 3,592,512        | 4,065,921          | 4,312,015         | 4,304,256         |
| <b>Total</b>                   | <b>4,540,700</b> | <b>4,785,259</b> | <b>5,419,380</b>   | <b>5,748,346</b>  | <b>5,810,450</b>  |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>24.0</b> | <b>24.0</b> | <b>24.5</b> | <b>24.5</b> | <b>24.5</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

### Administration — Division 30



The Administration Division provides oversight of and direction to the Administrative Services Department, which includes Financial Services, Human Resources & Risk Management, Utility Billing & Customer Service, and Information Technology Services. This division also performs special projects at the request of the General Manager. Finally, the division provides administrative support to the Administrative Department.

#### ***Top Division Goals***

- Prepare a two year operating budget and create a streamlined budget document for enhanced use.
- Develop long-term financial planning models for operations, asset management and capital projects.
- Review the adequacy of the District's reserve policies.
- Facilitate the Employee Engagement Team efforts.
- Clarify/streamline other policies as needed to enhance readability and compliance
- Assist the Finance Division with the Water Capacity Reserve Fee Study.
- Assist the Human Resources Division in implementing the Classification Study and the Compensation Study.
- Assist the Divisions in implementing the Enterprise Resource Planning (ERP) project.
- Facilitate the design and refurbishment of the District's Drought and Recycled Water Demonstration garden.

#### ***Budget Trends***

The proposed budget for FYE 2020 and FYE 2021 is a status quo budget. 0.50 FTE of an Administrative Assistant position (the other 0.50 FTE was assigned to Engineering Administration) was transitioned to an Accountant position in the Financial Services division. Workload was accommodated through the use of temporary help.

## Department Overview

### Administration — Division 30

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 287,539         | 326,710         | 365,595            | 369,446           | 373,962           |
| Materials          | 987             | 506             | 1,100              | 1,000             | 1,100             |
| Contracts          | 2,574           | 234             | 7,500              | 14,700            | 4,700             |
| Other              | 710             | 2,490           | 2,100              | 3,650             | 3,650             |
| <b>Total</b>       | <b>291,811</b>  | <b>329,940</b>  | <b>376,295</b>     | <b>388,796</b>    | <b>383,412</b>    |

#### Operating Expenses by Fund

| Fund                       | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|----------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Water Expansion            | -               | 6,030           | -                  | -                 | -                 |
| Administrative Cost Center | 291,811         | 323,910         | 376,295            | 388,796           | 383,412           |
| <b>Total</b>               | <b>291,811</b>  | <b>329,940</b>  | <b>376,295</b>     | <b>388,796</b>    | <b>383,412</b>    |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>1.5</b> | <b>1.5</b> | <b>1.0</b> | <b>1.0</b> | <b>1.0</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Department Overview

### Financial Services — Division 31



The Financial Services Division coordinates the District’s annual audit, produces the Comprehensive Annual Financial Report (CAFR) and the biennial budget, performs various rate studies, and prepares long- term financial projections. This division accurately maintains the District’s financial records, pays vendors, issues invoices, processes payroll, invests District funds, and prepares reports, financial statements, and statutory filings. This division establishes internal controls to ensure District assets are protected and accounting transactions are recorded accurately and in accordance with generally accepted accounting principles.

#### ***Top Division Goals***

- Identify and Implement a new Enterprise Resource Planning system to replace the Eden system currently used for Finance, Human Resources, and Utility Billing.
- Develop a long term financial planning module for operations, asset management, and capital projects.
- Work in conjunction with the Engineering Department to prepare an update to the water capacity reserve fees.
- Update District purchasing procedures to be more streamlined and efficient.
- Prepare an update to the District Miscellaneous Fee Schedule. Work with the Engineering Department to analyze cost of service in the areas of permitting and inspection fees.

#### ***Budget Trends***

In FYE 2019, the Financial Services division added an accountant position to better serve the organization needs. In addition, a Water Rate Study and a Local and Regional Wastewater Capacity Reserve Fee Study was performed, which resulted in higher contract expenses in FYE 2019. For FYE 2020 and 2021, a full year of salary and benefit cost is reflected for the new position and approximately \$30,000 each year for overtime and temporary help in conjunction with the Enterprise Resource Planning conversion. FYE 2021 includes \$50,000 for a Water Capacity Reserve Fee Study.

# Department Overview

## Financial Services — Division 31

### Operating Expenses by Category

| Category           | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed   | FYE21 Proposed   |
|--------------------|----------------|----------------|-----------------|------------------|------------------|
| Wages and Benefits | 626,809        | 674,974        | 703,074         | 912,258          | 949,107          |
| Materials          | 917            | 1,515          | 3,200           | 3,200            | 3,200            |
| Contracts          | 141,366        | 87,044         | 213,130         | 92,607           | 144,791          |
| Other              | 173            | 237            | 1,000           | 1,000            | 1,000            |
| <b>Total</b>       | <b>769,265</b> | <b>763,771</b> | <b>920,404</b>  | <b>1,009,065</b> | <b>1,098,097</b> |

### Operating Expenses by Fund

| Fund                           | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed   | FYE21 Proposed   |
|--------------------------------|----------------|----------------|-----------------|------------------|------------------|
| Local Wastewater Enterprise    | 297            | -              | -               | -                | -                |
| Local Wastewater Expansion     | -              | -              | 12,000          | -                | -                |
| Regional Wastewater Enterprise | 31,078         | 5,109          | -               | -                | -                |
| Regional Wastewater Expansion  | -              | 12,405         | 35,000          | -                | -                |
| Water Enterprise               | 11,428         | 49             | 82,000          | -                | -                |
| Water Expansion                | 53             | -              | -               | -                | 50,000           |
| Administrative Cost Center     | 726,409        | 746,207        | 791,404         | 1,009,065        | 1,048,097        |
| <b>Total</b>                   | <b>769,265</b> | <b>763,771</b> | <b>920,404</b>  | <b>1,009,065</b> | <b>1,098,097</b> |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>4.0</b> | <b>4.0</b> | <b>5.0</b> | <b>5.0</b> | <b>5.0</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Department Overview

### Human Resources & Risk Management — Division 32



The Human Resources and Risk Management Division includes both human resources and risk management functions. Human Resources conducts recruitment and selection processes, maintains classification and compensation structure, and coordinates employee benefits, employee relations, organizational personnel planning, and policy development. Human Resources and Risk Management also supports labor relations and administers employee engagement programs, including employee feedback, coaching, and recognition, as well

as District-wide training and development. Human Resources administers the District's pooled insurance programs, including liability, property and workers compensation.

#### ***Top Division Goals***

- Facilitate review of the District's classification and compensation structure to meet strategic initiatives.
- Update and implement employee engagement programs relevant for today's workforce, including performance feedback and coaching, employee recognition and training and development to engage employees and to maintain a highly qualified workforce.
- Recruit and select highly-qualified staff in order to maintain the District's critical assets and to deliver quality services to its customers.
- Prepare for the Fall 2021 labor negotiations for four successor MOUs.
- Support transition of the District's Human Resources Information System (HRIS) to a new Enterprise Resource Planning (ERP) system.

#### ***Budget Trends***

The Human Resources & Risk Management division budget has increased slightly in the contracts expenses to provide for additional professional and legal services related to labor negotiations processes, classification and compensation study for FYE 2019 and FYE 2020, recruitment support services, and training and development program expansion. In addition, hiring cost have increased due to the large staff turnover (44 recruitments in the last 2 years) and additional anticipated retirements.

## Department Overview

### Human Resources & Risk Management — Division 32

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 795,755         | 874,880         | 937,448            | 940,952           | 957,430           |
| Materials          | 6,298           | 11,855          | 2,500              | 2,600             | 2,600             |
| Contracts          | 187,943         | 93,659          | 330,025            | 314,855           | 246,182           |
| Other              | 2,131           | 2,187           | 4,250              | 4,250             | 4,250             |
| <b>Total</b>       | <b>992,128</b>  | <b>982,581</b>  | <b>1,274,223</b>   | <b>1,262,657</b>  | <b>1,210,462</b>  |

#### Operating Expenses by Fund

| Fund                       | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|----------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Administrative Cost Center | 992,128         | 982,581         | 1,274,223          | 1,262,657         | 1,210,462         |
| <b>Total</b>               | <b>992,128</b>  | <b>982,581</b>  | <b>1,274,223</b>   | <b>1,262,657</b>  | <b>1,210,462</b>  |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>4.5</b> | <b>4.5</b> | <b>4.5</b> | <b>4.5</b> | <b>4.5</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Department Overview

### Utility Billing & Customer Services — Division 33



The Utility Billing & Customer Service Division manages all aspects of customer utility billing, communications, remittance processing, collections, equipment installation and maintenance, and the installation and management required to maintain and expand the District's advanced metering infrastructure (AMI). They have been instrumental in educating customers on the use of the AquaHawk software so that the customer has 24/7 feedback on their water usage, eBills and Automated Clearing House.

#### ***Top Division Goals***

- Increase on-line customer payments through changing the credit card fee structure.
- Modify the AquaHawk system to notify unregistered customers of abnormal usage patterns, including continuous running water, in addition to the current service of proactively calling and texting registered users.
- Convert to the Sensus Analytics software program which, in addition to providing more data, will provide hourly reads on AquaHawk in lieu of the current four reads every 24 hours.
- Convert to a new Enterprise Resource Planning system in conjunction with the Finance and Human Resources divisions.
- Work with our regional partners to resolve issues related to meter type and size and their associated Zone 7 connection fees to insure that developers are "right sizing" their meter requests so that the District can install the most appropriate meter for the planned use.
- Continue to educate our customers on the use of the AMI system and promote e-Bills and Automated Clearing House to all customers .
- Promote the Low Income Assistance (LIA) program in our local communities.

#### ***Budget Trends***

The proposed FYE 2020 and FYE 2021 budget is status quo.

## Department Overview

### Utility Billing & Customer Services — Division 33

#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 916,747          | 986,960          | 1,004,540          | 1,175,717         | 1,202,562         |
| Materials          | 15,493           | 12,170           | 16,585             | 15,014            | 20,852            |
| Contracts          | 176,219          | 175,182          | 215,607            | 255,335           | 243,272           |
| Other              | 356              | 68               | 800                | 800               | 800               |
| <b>Total</b>       | <b>1,108,816</b> | <b>1,174,379</b> | <b>1,237,531</b>   | <b>1,446,866</b>  | <b>1,467,486</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 120,871          | 128,206          | 128,316            | 157,029           | 159,664           |
| Regional Wastewater Enterprise | 120,870          | 128,306          | 145,745            | 157,031           | 159,666           |
| Water Enterprise               | 863,758          | 912,641          | 950,398            | 1,122,270         | 1,136,863         |
| Administrative Cost Center     | 3,317            | 5,226            | 13,073             | 10,535            | 11,292            |
| <b>Total</b>                   | <b>1,108,816</b> | <b>1,174,379</b> | <b>1,237,531</b>   | <b>1,446,866</b>  | <b>1,467,486</b>  |
| <b>Full Time Equivalents</b>   | <b>8.0</b>       | <b>8.0</b>       | <b>8.0</b>         | <b>8.0</b>        | <b>8.0</b>        |



## Department Overview

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### Information Technology Services — Division 34



Information Technology Services (ITS) division provides strategic IT vision, planning, and enterprise solutions to assist in achieving DSRSD's strategic plan, goals, and objectives. Collaborating with other divisions, Information Technology Services provides innovative, secure, reliable, and integrated technology solutions that add value to key business processes. This division delivers the best quality products, services, and data in a timely, reliable, cost-effective manner.

#### **Top Division Goals**

- Partner with divisions in their strategic goal of making additional investment in information systems to optimize operations and enhance business processes.
- Assist with the replacement of the District's finance and utility billing software system, modernizing the integration with other systems-of-record, including Intellitime timecard, Lucity (CMMS), Lab-Works (LIMS) and AquaHawk customer portal.
- Work with the Asset Management Program and Operations to enhance the functionality of our computerized maintenance & asset management system (Lucity) to help staff automate their reporting and access to information.
- Link and provide integrated platform access to all document systems (SharePoint/OnBase/etc.) to deliver relevant information when and where needed by staff, independent of the line-of-business application accessed.
- Enhance ITS ability to respond to emergencies and maintain business continuity with updated plans and Emergency Preparedness documentation.
- Supported the use of the Electronic Content Management System.

#### **Budget Trends**

The proposed FYE 2020 and FYE 2021 budget is status quo. In FYE 2018, the Information Technology Services budget was increased to support the implementation of the District's records management system, OnBase. In FYE 2019, to simplify business processes, all District-wide mobile telephone charges were consolidated into the ITS division. The cost of maintenance of the District's supervisory control and data acquisition (SCADA) network is now budgeted as regular and recurring ITS operations. With expanded District FTE, new staff require equipment, phones and new software licensing paid for from the ITS budget.

## Department Overview

### Information Technology Services — Division 34

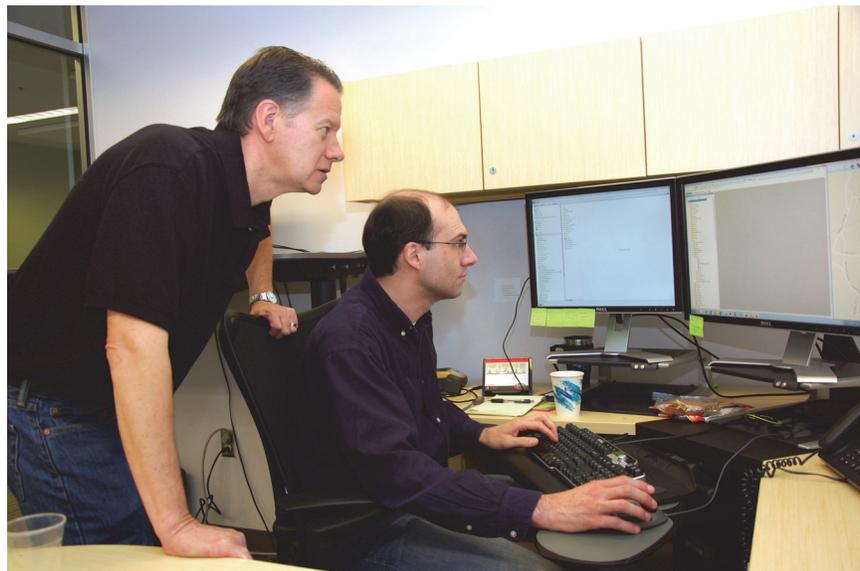
#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 1,141,621        | 1,226,524        | 1,249,261          | 1,263,863         | 1,282,043         |
| Materials          | 96,966           | 34,590           | 16,000             | 16,000            | 16,000            |
| Contracts          | 139,273          | 272,443          | 344,265            | 348,700           | 340,550           |
| Other              | 821              | 1,032            | 1,400              | 12,400            | 12,400            |
| <b>Total</b>       | <b>1,378,680</b> | <b>1,534,588</b> | <b>1,610,926</b>   | <b>1,640,963</b>  | <b>1,650,993</b>  |

#### Operating Expenses by Fund

| Fund                       | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|----------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Administrative Cost Center | 1,378,680        | 1,534,588        | 1,610,926          | 1,640,963         | 1,650,993         |
| <b>Total</b>               | <b>1,378,680</b> | <b>1,534,588</b> | <b>1,610,926</b>   | <b>1,640,963</b>  | <b>1,650,993</b>  |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>6.0</b> | <b>6.0</b> | <b>6.0</b> | <b>6.0</b> | <b>6.0</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Notes

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# Engineering Department

The Engineering Department consists of three divisions that ensure District infrastructure is planned, designed, and constructed in accordance with the District's ordinances, specifications, policies, and all applicable laws and regulations.

The department leads the efforts in support of the Asset Management Program and oversees the Capital Improvement Program Ten-Year Plan and Two Year budget. In addition, the department ensures that developer dedicated facilities are in conformance with District Code.



## Department Overview

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### Engineering

#### 2018 and 2019 Accomplishments

##### *Administration*

- Developed an agreement with Central Contra Costa Sanitary District, in coordination with DERWA, for diversion of 1 mgd of untreated wastewater as a recycled water supplemental supply.
- Provided asset valuation, projected capital expenditures, projected service connections, and estimated wastewater flow and water demand in support of Regional and Local Capacity Reserve Fee Study; provided feedback on fee development options.
- Forwarded the District's interests in the Zone 7 Water Supply Evaluation Update.
- Managed emergency actions in response to District Office flood and developed plans for restoration and renovation.
- Developed an agreement with DERWA for the treatment of supplemental supplies from Central Contra Costa.
- Completed the 2017 Wastewater Treatment and Biosolids Master Plan.

##### *Capital Improvement Projects*

- Completed the DERWA Recycled Water Treatment Facility Expansion.
- Completed the construction of a fourth digester at the Regional Wastewater Treatment Facility.
- Completed relocation of Lift Station 1, in coordination with Dublin Boulevard widening project.
- Completed design and award of the Primary Sedimentation Expansion and Improvements project.
- Oversaw restoration of the District Office after flooding, and commenced design and award of contract for future renovations.
- Began the planning and design for potable water reservoir 10A.
- Developed a rehabilitation and replacement model for LAVWMA assets.
- Incorporated all wastewater treatment plant process piping into an asset management rehabilitation and replacement model.
- Coordinated with Operations and Maintenance to incorporate wastewater treatment plant and potable water pump station equipment condition information into the District's Computerized Maintenance and Management System and Asset Replacement Models.

##### *Planning & Permitting*

- Completed a Potable Reuse Feasibility Study in collaboration with Tri-Valley Water Agencies.
- Completed the 2019 Wastewater Collection System Master Plan and associated Local Capacity Reserve Fee Studies.
- Completed the 2017 and 2018 Annual Water Loss Audits.
- Completed a comprehensive update of the District's Standard Specifications and Drawings.
- Maintained a high level of service to developers, performing over 500 plan reviews, allowing community approved development to proceed in a timely manner.
- Implemented an electronic system to record and store construction inspection notes.
- Created and implemented an online form for recycled water user self-monitoring reporting.
- Updated the District's water operations model.
- Monitored and maintained regulatory compliance for 319 recycled water irrigation users, 29 recycled water construction meters, 30 recycled water commercial fill station users, 3,464 back-flow preventers and 90 dental facilities.

# Department Overview

## Engineering

### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 2,870,239        | 2,932,978        | 3,563,010          | 4,268,069         | 4,536,966         |
| Materials          | 21,653           | 19,299           | 26,765             | 38,920            | 30,920            |
| Contracts          | 995,112          | 703,166          | 683,320            | 262,145           | 279,745           |
| Other              | 3,156            | 2,498            | 5,300              | 5,000             | 5,000             |
| <b>Total</b>       | <b>3,890,160</b> | <b>3,657,941</b> | <b>4,278,395</b>   | <b>4,574,134</b>  | <b>4,852,631</b>  |

### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 351,513          | 280,614          | 352,550            | 490,817           | 507,112           |
| Local Wastewater Replacement   | 300,624          | -                | -                  | -                 | -                 |
| Local Wastewater Expansion     | 593,412          | 675,426          | 621,995            | 533,817           | 549,805           |
| Regional Wastewater Enterprise | 799,058          | 659,684          | 952,170            | 1,128,619         | 1,254,657         |
| Regional Wastewater Expansion  | 44,128           | 57,236           | 87,621             | 165,246           | 173,354           |
| Water Enterprise               | 947,088          | 1,102,036        | 1,342,979          | 1,393,815         | 1,480,591         |
| Water Replacement              | 12,000           | -                | -                  | -                 | -                 |
| Water Expansion                | 769,595          | 820,222          | 751,758            | 732,747           | 773,338           |
| Administrative Cost Center     | 72,742           | 62,724           | 169,322            | 129,072           | 113,774           |
| <b>Total</b>                   | <b>3,890,160</b> | <b>3,657,941</b> | <b>4,278,395</b>   | <b>4,574,134</b>  | <b>4,852,631</b>  |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>19.5</b> | <b>20.5</b> | <b>23.0</b> | <b>23.0</b> | <b>23.0</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

### Administration — Division 40



This division sets the priorities and provides overall management for the Engineering Department, which includes the Capital and Asset Management Division and the Planning and Permitting Division. The division ensures district infrastructure is planned, designed, and constructed in accordance with district's ordinances, specifications, policies and all applicable laws and regulations. The division coordinates execution of District Strategic Plan goals with other departments. The division represents the District's interests at an executive level with other agencies and through professional organizations.

#### ***Top Division Goals***

- Secure in coordination with DERWA a supplemental source of recycled water.
- Evaluate water supply options that would meet the objectives of the District's Water Supply, Storage, Conveyance, Quality and Conservation Policy.
- Implement the recommendations in the Wastewater Treatment Plant and Biosolids Master Plan to achieve long-term sustainable biosolids management.
- Finalize amendment to Agreement for Sale of Recycled Water by DERWA to DSRSD and EBMUD.
- Update the District's procedures and policy to conform to the California Environmental Quality Act.
- Support conversion to the new enterprise resource program.

#### ***Budget Trends***

The Administration Division's proposed FYE 2020 and FYE 2021 budget is status quo with one exception; the FTE count has been reduced by 0.50 FTE due to restructuring in FYE 2019. While there is a reduction in the related salary and benefit budgeted expenditures, there is also an increase to the proposed temporary staffing budget (\$65,000) for temporary administrative assistance.

## Department Overview

### Administration — Division 40

#### Operating Expenses by Category

| Category           | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed | FYE21 Proposed |
|--------------------|----------------|----------------|-----------------|----------------|----------------|
| Wages and Benefits | 473,876        | 447,586        | 552,356         | 541,381        | 526,588        |
| Materials          | 639            | 277            | 200             | 200            | 200            |
| Contracts          | 494            | 9,752          | 15,800          | 15,000         | 15,000         |
| Other              | 402            | 976            | 2,400           | 2,400          | 2,400          |
| <b>Total</b>       | <b>475,411</b> | <b>458,591</b> | <b>570,756</b>  | <b>558,981</b> | <b>544,188</b> |

#### Operating Expenses by Fund

| Fund                           | FYE17 Actual   | FYE18 Actual   | FYE19 Estimated | FYE20 Proposed | FYE21 Proposed |
|--------------------------------|----------------|----------------|-----------------|----------------|----------------|
| Local Wastewater Enterprise    | 45,727         | 45,045         | 57,244          | 49,049         | 49,696         |
| Regional Wastewater Enterprise | 182,938        | 177,148        | 222,233         | 200,642        | 203,232        |
| Water Enterprise               | 174,391        | 174,534        | 206,957         | 182,218        | 181,285        |
| Administrative Cost Center     | 72,355         | 61,865         | 84,322          | 127,072        | 109,974        |
| <b>Total</b>                   | <b>475,411</b> | <b>458,591</b> | <b>570,756</b>  | <b>558,981</b> | <b>544,188</b> |
| <b>Full Time Equivalents</b>   | <b>2.5</b>     | <b>2.5</b>     | <b>2.0</b>      | <b>2.0</b>     | <b>2.0</b>     |



## Department Overview

### Capital & Asset Management — Division 41



The Capital Improvement Projects division prepares and administers two elements of the Capital Improvement Program (CIP): 1) the CIP ten-year plan and 2) the CIP two-year budget.

The division also leads the Department's efforts in support of the Asset Management Program, including developing and maintaining asset rehabilitation and replacement models that are integral to the development of capital improvement and capital outlay budgets. The division plans, designs, and manages the construction of all of the District's CIP projects. The division supports the Wastewater Treatment Plant (WWTP) and Field Operations by evaluating processes and operations to improve efficiency and resolve issues, designing equipment and facility improvements, and procuring specialty equipment and services. The division also maintains the District's water, recycled water, and wastewater collection system mapping and hydraulic models.

#### **Top Division Goals**

- Prepare a CIP 10-Year Plan in FYE 2021.
- Complete construction of District Office Renovation, including Board Room Audio/Video Improvements.
- Complete design and begin construction of Reservoir 20B.
- Complete critical water line replacement projects, including those in the Camp Parks area (Seville Avenue to 12th Street, and Mitchell Drive, between Powell Street to 8th Street).
- Begin planning and design for construction Turnout 6.
- Complete 40 valve and 40 blow-off replacements.
- Refine the water and regional asset rehabilitation and replacement models to weight the maintenance and replacement of assets based on criticality.
- Complete design of improvements to the Regional Wastewater Treatment Facility SCADA system.
- Design and bid the Bio-Gas Treatment System Improvements.
- Prepare the Electrical System Master Plan Update for the Regional Wastewater Treatment Facility.
- Implement key projects identified in the Wastewater Collection System Master Plan, including upsizing the section of pipe in Dublin Boulevard between Amador Plaza road to Village Parkway, and the East Dublin Trunk Sewer Rehabilitation project.

#### **Budget Trends**

The Capital & Asset Management division added one limited-term and one full-time engineer in FYE 2019 and will add an additional engineer in FYE 2020. Two of these positions represent transfers from the Operations Department to help alleviate the backlog of CIP projects in those operational areas. The increase in professional services is due to a deferred need to enhance the Facilities and Regional Wastewater Treatment Facility asset management replacement model, which is estimated to cost approximately \$100,000.

## Department Overview

### Capital & Asset Management — Division 41

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 587,168         | 910,557         | 1,232,004          | 1,680,601         | 1,880,971         |
| Materials          | 1,703           | 1,039           | 4,700              | 10,220            | 2,220             |
| Contracts          | 32,945          | 32,873          | 60,750             | 103,000           | 123,000           |
| Other              | 208             | 135             | 600                | 800               | 800               |
| <b>Total</b>       | <b>622,024</b>  | <b>944,604</b>  | <b>1,298,054</b>   | <b>1,794,621</b>  | <b>2,006,991</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 123,493         | 191,670         | 213,901            | 364,038           | 378,184           |
| Local Wastewater Expansion     | -               | 987             | -                  | -                 | -                 |
| Regional Wastewater Enterprise | 291,935         | 358,666         | 482,942            | 756,864           | 874,305           |
| Water Enterprise               | 206,209         | 391,797         | 516,211            | 671,719           | 750,703           |
| Water Expansion                | -               | 1,279           | -                  | -                 | -                 |
| Administrative Cost Center     | 387             | 205             | 85,000             | 2,000             | 3,800             |
| <b>Total</b>                   | <b>622,024</b>  | <b>944,604</b>  | <b>1,298,054</b>   | <b>1,794,621</b>  | <b>2,006,991</b>  |

|                              |            |            |             |             |             |
|------------------------------|------------|------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>5.0</b> | <b>7.0</b> | <b>10.0</b> | <b>10.0</b> | <b>10.0</b> |
|------------------------------|------------|------------|-------------|-------------|-------------|



## Department Overview

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### Planning & Permitting — Division 42



The Planning & Permitting Division manages the District's long-term utility planning activities and oversees the expansion of the District's water and sewer systems by development projects. Through its Clean Water Section, the division must also ensure that customers meet regulatory requirements for recycled water use, backflow prevention, water conservation, and pollution prevention. Conformance to regulatory requirements is required in order for the District to maintain its certification and permits to distribute potable water, produce and distribute recycled water, and to discharge wastewater effluent.

#### ***Top Division Goals***

- Develop a potable reuse project concept in partnership and collaboration with Tri-Valley water agencies.
- Sustain compliance with State of California long-term water use efficiency regulations.
- Maintain excellent customer service to permit applicants while ensuring minimal impact to the environment and current customers and conformance to regulatory requirements.
- Assist Finance in the completion of a cost of service study for plan check and inspection services.
- Prepare the 2020 Urban Water Management Plan.
- Implement permitting and plan check software to streamline the development review process.
- Prepare the Water System Master Plan Update and Operations Plan Update.
- Migrate historic development plan paper files to electronic content management system.
- Maximize the use of AMI and SCADA data for hydraulic modeling and conservation program development.

#### ***Budget Trends***

In FYE 2019, the District recruited full-time construction inspectors in order to service the growing demand for building inspection from high growth in the City of Dublin. The budget anticipates that these new positions will eliminate the need for contract inspection services, resulting in decreased contract expenses in FYE 2020 and 2021. The division budget includes approximately \$40,000 in General Supplies to account for anticipated increased water conservation messaging materials, as well as \$50,000 to purchase and implement permitting and plan check software.

# Department Overview

## Planning & Permitting — Division 42

### Operating Expenses by Category

| Category           | FYE17 Actual     | FYE18 Actual     | FYE19 Estimated  | FYE20 Proposed   | FYE21 Proposed   |
|--------------------|------------------|------------------|------------------|------------------|------------------|
| Wages and Benefits | 1,534,235        | 1,574,834        | 1,778,651        | 2,046,087        | 2,129,407        |
| Materials          | 19,310           | 17,984           | 21,865           | 28,500           | 28,500           |
| Contracts          | 613,800          | 660,542          | 606,770          | 144,145          | 141,745          |
| Other              | 2,414            | 1,387            | 2,300            | 1,800            | 1,800            |
| <b>Total</b>       | <b>2,169,759</b> | <b>2,254,746</b> | <b>2,409,586</b> | <b>2,220,532</b> | <b>2,301,452</b> |

### Operating Expenses by Fund

| Fund                           | FYE17 Actual     | FYE18 Actual     | FYE19 Estimated  | FYE20 Proposed   | FYE21 Proposed   |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|
| Local Wastewater Enterprise    | 71,236           | 43,899           | 81,406           | 77,730           | 79,232           |
| Local Wastewater Expansion     | 593,412          | 674,439          | 621,995          | 533,817          | 549,805          |
| Regional Wastewater Enterprise | 209,828          | 123,869          | 246,994          | 171,114          | 177,120          |
| Regional Wastewater Expansion  | 44,128           | 57,236           | 87,621           | 165,246          | 173,354          |
| Water Enterprise               | 481,560          | 535,704          | 619,811          | 539,878          | 548,604          |
| Water Expansion                | 769,595          | 818,943          | 751,758          | 732,747          | 773,338          |
| Administrative Cost Center     | -                | 655              | -                | -                | -                |
| <b>Total</b>                   | <b>2,169,759</b> | <b>2,254,746</b> | <b>2,409,586</b> | <b>2,220,532</b> | <b>2,301,452</b> |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>10.0</b> | <b>11.0</b> | <b>11.0</b> | <b>11.0</b> | <b>11.0</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

### GIS & Asset Management — Division 43



The Geographic Information System (GIS) & Asset Management Division has been consolidated into the Capital & Asset Management Division. Please see the Division 41 (page 95) for descriptions, goals and budget trends.

#### ***Top Division Goals***

- See Capital & Asset Management Division (page 95)

#### ***Budget Trends***

See Capital and Asset Management Division (page 95)

## Department Overview

### GIS & Asset Management — Division 43

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 274,960         |                 |                    |                   |                   |
| Materials          | -               |                 |                    |                   |                   |
| Contracts          | 347,874         |                 |                    |                   |                   |
| Other              | 132             |                 |                    |                   |                   |
| <b>Total</b>       | <b>622,966</b>  |                 |                    |                   |                   |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|-----------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 111,056         |                 |                    |                   |                   |
| Local Wastewater Replacement   | 300,624         |                 |                    |                   |                   |
| Regional Wastewater Enterprise | 114,357         |                 |                    |                   |                   |
| Water Enterprise               | 84,928          |                 |                    |                   |                   |
| Water Replacement              | 12,000          |                 |                    |                   |                   |
| <b>Total</b>                   | <b>622,966</b>  |                 |                    |                   |                   |

|                              |            |
|------------------------------|------------|
| <b>Full Time Equivalents</b> | <b>2.0</b> |
|------------------------------|------------|



## Notes

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# Operations Department

The Operations Department consists of seven divisions which provide customers with planned, uninterrupted and responsive water, recycled water, and wastewater collection services. The Department also provides the Operation and Maintenance (O&M) oversight of DERWA's recycled water facility and LAVWMA's pump station and export transport pipeline to EBDA.



## Department Overview

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### Operations

#### 2018 and 2019 Accomplishments

##### *Field Operations*

- Significantly reduced the frequency of water quality incidents, reducing the number of positive coliform detections in the last year to just two, down from the average of thirteen over the previous two years.
- Significantly increased chloramine residual throughout the distribution system.
- Flushed 95% of the dead ends in the potable system while exercising over 15% of the distribution system valves.
- Initiated an aggressive root treatment plan for the sewer collection system.

##### *Plant Operations*

- Successfully overcame start up and construction challenges associated with the new ballasted flocculation and expanded sand filter UV systems.
- Recycled approximately 42.1% of influent flow during 2018 (91% during the summer) and 37.9% in 2019 (77.4% during the summer).
- Harvested sludge from FLS #1 and #2, in house to save approximately \$200,000 annually.
- Successfully completed construction and start up of the #4 anaerobic digester.
- Replaced aeration diffusers in 3 aeration basins, approximately 5,004 diffusers.
- Took all Primary and Secondary Clarifiers out of service for inspection and maintenance repair without any major process upsets or discharge violations.

##### *Mechanical Maintenance*

- Input all District vehicles, equipment, pumps and trailers into Lucity for PM, CM, scheduling, and repairs. Input completed in FYE 2019 and a preliminary vehicle purchase guideline has been drafted with final completion in early FYE 2020.
- Removed, rebuilt, modified and coated influent pump #3. Testing has begun to check demand and wear from Ballasted Flocculation Facility currently in service with the remaining 3 pumps to undergo treatment shortly.
- Installed & started up three new LAVWMA pumps.

##### *Electrical and Automation*

- Standardized Chlorine instruments to modern technology.
- Modified influent pump motor junction boxes for better ergonomics.
- Identified Co-Gen spare breaker, preventing Capital Outlay purchase of \$30,000.
- Upgraded WWTP aeration Blower Soft Start #2 for better reliability.
- Updated the DERWA plant distribution pump station for wetwell improvement.
- Installed & started up three LAVWMA motors.

##### *Laboratory and Technical Services*

- Renovated a state-of-the-art laboratory including new flooring and office workstations.
- Managed new regulatory required studies, including Lead in Schools for San Ramon Valley and Dublin Unified School Districts, as well as monitoring for unregulated contaminants and assisting City of Pleasanton with lab analyses during a staffing change.

##### *Operations Support Services*

- Revised safety programs including electrical safety and Spill Prevention, Control, and Countermeasure plan (SPCC).
- Optimized administrative workflow to meet the needs of asset management, FOD support, and purchasing.

## Department Overview

### Operations

#### Operating Expenses by Category

| Category           | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 9,534,390         | 10,333,931        | 11,844,046         | 13,031,975        | 13,589,421        |
| Materials          | 3,535,949         | 3,786,655         | 3,721,580          | 4,222,321         | 4,093,213         |
| Contracts          | 1,092,715         | 1,857,235         | 2,742,996          | 3,196,767         | 2,737,896         |
| Other              | 218,006           | 208,314           | 250,202            | 264,365           | 261,403           |
| <b>Total</b>       | <b>14,381,059</b> | <b>16,186,135</b> | <b>18,558,825</b>  | <b>20,715,428</b> | <b>20,681,933</b> |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 1,423,105         | 1,571,279         | 1,801,434          | 1,856,859         | 1,913,531         |
| Regional Wastewater Enterprise | 8,105,318         | 8,655,711         | 9,673,639          | 10,865,106        | 10,944,401        |
| Water Enterprise               | 4,379,966         | 5,024,479         | 6,217,268          | 7,117,410         | 6,856,930         |
| Water Replacement              | 397               | 209               | -                  | -                 | -                 |
| Water Expansion                | 8,220             | 46,757            | 15,391             | 10,124            | 10,301            |
| Administrative Cost Center     | 464,052           | 887,701           | 851,093            | 865,929           | 956,771           |
| <b>Total</b>                   | <b>14,381,059</b> | <b>16,186,135</b> | <b>18,558,825</b>  | <b>20,715,428</b> | <b>20,681,933</b> |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>61.0</b> | <b>68.0</b> | <b>66.0</b> | <b>71.0</b> | <b>71.0</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

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### Administration — Division 50



The Operations Administration Division provides functional collaboration with other departments to improve District programs, maintain and enhance customer service levels both internal and external, and sustain the high-level workflow of the Operations Department. The Division staff develops, monitors, and reports on key performance metrics to ensure divisions are operating at the best practice within our budget, provides continual coaching aimed at successor planning and staff optimization, provides administrative solutions, processes regulatory documents and submittals, generates meaningful reports to sustain process optimization, compiles data, manages files, coordinates electronic operations and maintenance manuals using existing software and programs, directs asset management upkeep, supports capital projects and replacements, administers contracts, approves purchase orders and invoices, and coordinates special events.

#### ***Top Division Goals***

- Continue supporting the Field Operation Division, enhancing the water quality of the potable distribution system.
- Administratively assist in programs aimed to increase the staff pool to respond to treatment plant and field emergencies through sustainable training programs and critical SOPs.
- Provide stewardship of proposed second nutrients watershed amendment to NPDES permit for the WWTP, Laboratory credential TNI transition, and the upcoming LAVWMA JPA renewal.
- Assist in onboarding the upcoming DERWA Authority Manager.
- Complete assets registry for DSRSD, DERWA and LAVWMA.
- Assist in documenting our Biosolids Harvesting long-term plan.

#### ***Budget Trends***

In February 2017, the department was reorganized to enhance efficiency. Four staff support positions were moved to the Operations Support Division (Division 56) to strengthen, align, and coordinate the vital functions of the department. This Division currently includes the Operations Manager only, which is consistent with prior District budgets. Contracts increased in FYE 2020 to reflect a remodel of the Wastewater Treatment Plant Administration Building.

## Department Overview

### Administration — Division 50

#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|-----------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 801,789          | 291,428         | 306,794            | 328,173           | 332,672           |
| Materials          | 15,788           | 20,563          | 18,548             | 118,552           | 18,552            |
| Contracts          | 49,573           | 16,518          | 37,877             | 87,472            | 57,472            |
| Other              | 168,808          | 174,155         | 192,000            | 199,903           | 199,903           |
| <b>Total</b>       | <b>1,035,958</b> | <b>502,664</b>  | <b>555,219</b>     | <b>734,100</b>    | <b>608,599</b>    |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|-----------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 48,013           | 39,835          | 44,406             | 44,525            | 44,975            |
| Regional Wastewater Enterprise | 510,086          | 275,906         | 356,212            | 520,255           | 398,505           |
| Water Enterprise               | 310,025          | 172,405         | 142,077            | 155,921           | 151,720           |
| Administrative Cost Center     | 167,834          | 14,518          | 12,524             | 13,399            | 13,399            |
| <b>Total</b>                   | <b>1,035,958</b> | <b>502,664</b>  | <b>555,219</b>     | <b>734,100</b>    | <b>608,599</b>    |
| <b>Full Time Equivalents</b>   | <b>5.0</b>       | <b>1.0</b>      | <b>1.0</b>         | <b>1.0</b>        | <b>1.0</b>        |



## Department Overview

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### Field Operations — Division 51



The Field Operations Division (FOD) operates the District's potable water distribution, recycled water distribution, and wastewater collection systems. The division's personnel also conduct scheduled, unscheduled, and emergency maintenance and repairs of those facilities. The Field Operations Division operation and maintenance activities meet or exceed the regulatory requirements and best practices recommendations of the State Water Resources Control Board (SWRCB).

#### **Top Division Goals**

- Perform annual hydro cleaning of 300,000 feet of the wastewater collection system using frequencies and priorities established by the asset management program.
- Improve station redundancy and reliability at temporary lift station LS2.
- Upgrade SCADA programming to maximize system hardware potential to continue to improve on water quality.
- Flush approximately 600 dead end mains in the water distribution system on an annual basis.
- Update the Water System Operations and Maintenance Plan every five years.
- Exercise 20% of system valves in the water distribution system annually.
- Record 100,000 feet of closed circuit television (CCTV) to view the wastewater collection system using frequencies and priorities established by the asset management program.
- Complete all USA locates accurately and by the requested deadline.

#### **Budget Trends**

The division budget has increased to support recommended staffing levels, which have remained flat since the 2008-2009 recession. The District has experienced rapid growth in size and needs additional staff to maintain aging infrastructure. In FYE 2018, two staff were proposed for the water maintenance function and two staff are proposed for the wastewater collections function, allowing the District to implement a preventative maintenance program. In FYE 2020, one additional position is proposed for this division to ensure proactive versus reactive water quality levels. The increase in contract services is for subsurface repairs due to the District's aging infrastructure and annual maintenance in the areas of hydro cleaning and flushing. In FYE 2021, this proactive maintenance should result in future declining needs for contract services.

## Department Overview

### Field Operations — Division 51

#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 2,148,398        | 2,264,053        | 2,847,735          | 3,284,998         | 3,388,607         |
| Materials          | 1,224,567        | 1,107,012        | 987,368            | 1,294,080         | 1,229,330         |
| Contracts          | 602,741          | 1,098,927        | 1,646,620          | 1,809,000         | 1,500,000         |
| Other              | 20,516           | 13,746           | 27,600             | 22,150            | 18,550            |
| <b>Total</b>       | <b>3,996,221</b> | <b>4,483,736</b> | <b>5,509,323</b>   | <b>6,410,228</b>  | <b>6,136,487</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 1,162,520        | 1,149,924        | 1,344,003          | 1,452,918         | 1,495,633         |
| Regional Wastewater Enterprise | 5,468            | 6,934            | 850                | 70,372            | 72,420            |
| Water Enterprise               | 2,818,330        | 3,277,012        | 4,148,479          | 4,876,815         | 4,558,132         |
| Water Replacement              | 397              | 209              | -                  | -                 | -                 |
| Water Expansion                | 8,220            | 46,757           | 15,391             | 10,124            | 10,301            |
| Administrative Cost Center     | 1,286            | 2,901            | 600                | -                 | -                 |
| <b>Total</b>                   | <b>3,996,221</b> | <b>4,483,736</b> | <b>5,509,323</b>   | <b>6,410,228</b>  | <b>6,136,487</b>  |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>12.0</b> | <b>16.0</b> | <b>16.0</b> | <b>17.0</b> | <b>17.0</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

### Plant Operations — Division 52



The Plant Operations Division is a 14 person team of State certified wastewater treatment plant operators tasked with operating the District's wastewater, recycled water treatment, Bio Solids treatment and final effluent disposal facilities. Currently, the DSRSD wastewater plant has a designed treatment capacity of 17 million gallons per day (mgd) with an average dry weather flow of 10.3 mgd. The recycled water treatment facilities consists of a 12.3 mgd continuous backwash sand filtration plant (SF). In late 2019 the District hopes to complete testing to expand the SF

capacity to 16.2 mgd. The SF ultraviolet disinfection system is rated at 17.6 mgd. In addition, the recycled plant has a 2.5 mg micro filtration ultraviolet disinfection (MFUV) plant. Annual recycled water production is expected to increase to 42.9% while summer recycled water production is expected to increase to 80.6% over the next two years with an increasing number of summer days where 100% of influent flow is recycled.

#### **Top Division Goals**

- Clean Anaerobic Digesters numbers 1 through 3 to maximize bio-solids treatment efficiency.
- Harvest sludge from three facultative sludge lagoons over the next two years or 1.5 per year. Typically, the goal is one per year.
- Install nutrient instrumentation and establish a solid database on nutrients, which will inform future planning.
- Complete proficiency training for a division supervisor, a new process lead, and newly promoted senior wastewater treatment plant operators.
- Update the existing electronic operations and maintenance with critical standard operating procedures and facility upgrade information.
- Maintain steady state operations while meeting with operational challenges associated with the construction and expansion of the primary clarification system.
- Overhaul and refurbish the UV lamp wiper cleaning system and complete new regulatory operations and maintenance tasked associated with the recent upgrade of the SFUV system.
- Complete capacity testing of the Sand Filtration system upgrade from 12.3 to 16.2 mgd.
- Improve chemical use efficiency of the newly constructed ballasted flocculation system.

#### **Budget Trends**

The major adjustments in the budget reflect changes in the materials category. Chemical costs have been trending below budget. However, the cost for sodium hypochlorite (bleach for disinfection treated wastewater) has gone up with the most recent BACC bids. The addition of a 4th Digester will require additional costs for ferrous chloride for struvite and H<sub>2</sub>S control. PG&E has a wildfire program and there is an expectation there will be an increase in energy rates. There are additional labor and training costs. The division is being reorganized in order to support better management of staff, asset management, staff development and succession planning. Temporary labor costs are increasing to support a more aggressive sludge harvesting schedule. In addition, an Administrative Assistant position is being transferred from Operations Administration to Plant Operations.

## Department Overview

### Plant Operations — Division 52

#### Operating Expenses by Category

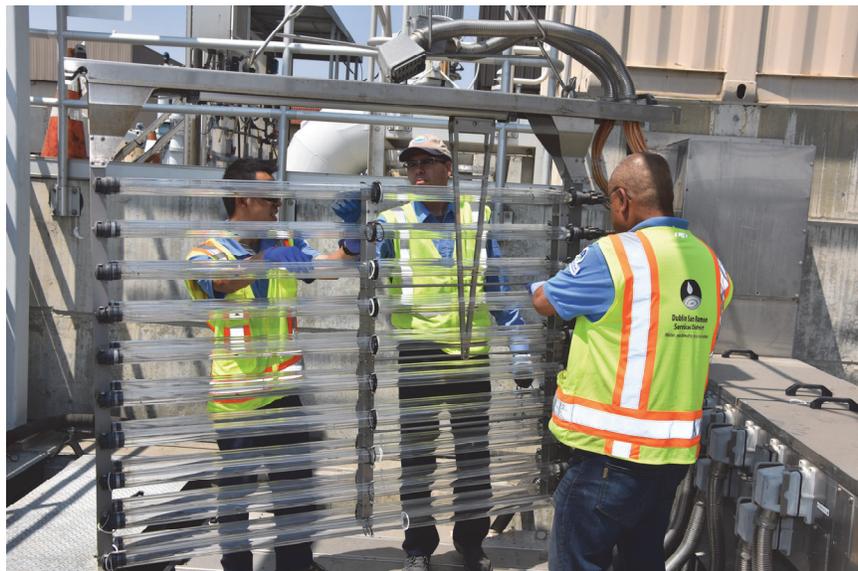
| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 1,958,682        | 2,087,357        | 2,103,062          | 2,596,369         | 2,652,059         |
| Materials          | 1,396,002        | 1,532,140        | 1,673,869          | 1,644,939         | 1,638,476         |
| Contracts          | 141,053          | 226,058          | 241,674            | 359,629           | 273,354           |
| Other              | 13,427           | 289              | 1,400              | 1,600             | 1,600             |
| <b>Total</b>       | <b>3,509,164</b> | <b>3,845,845</b> | <b>4,020,005</b>   | <b>4,602,537</b>  | <b>4,565,489</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | -                | 16,321           | -                  | 24,685            | 25,079            |
| Regional Wastewater Enterprise | 3,509,164        | 3,757,842        | 4,020,005          | 4,528,483         | 4,490,251         |
| Water Enterprise               | -                | 71,681           | -                  | 49,370            | 50,160            |
| <b>Total</b>                   | <b>3,509,164</b> | <b>3,845,845</b> | <b>4,020,005</b>   | <b>4,602,537</b>  | <b>4,565,489</b>  |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>12.0</b> | <b>12.0</b> | <b>13.0</b> | <b>14.0</b> | <b>14.0</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

### Mechanical Maintenance — Division 53



The Mechanical Maintenance Division repairs and maintains mechanical systems for the wastewater treatment plant, potable water distribution system, recycled water treatment and distribution system, and LAVWMA and DERWA facilities. The division also maintains the District's fleet of vehicles and mobile support equipment, as well as buildings and facilities at the District Office and Field Operations. The division performs routine preventative, corrective, and emergency maintenance around the clock;

coordinates shutdowns required during construction projects, and responds to equipment failures. The division captures work completed and maintenance history in logs, reports, and computerized maintenance management software, and maintains fleet vehicles to ensure that employees operate safe and reliable vehicles and equipment.

#### ***Top Division Goals***

- Install all equipment specified in Capital Outlay request for operation in the year budgeted, except for (contracted) sewer line replacement in BLDG A, the critical tank linings for corrosion protection, and BLDG R retaining wall.
- Develop a structured fleet replacement policy/guideline. An initial draft has been prepared and the final full length draft will be submitted by the end of FYE 2019 and we will begin right-sizing the fleet.
- Achieve preventative maintenance orders and labor hours to be at least 60% of total by FYE 2019.
- Finish process of fully automating preventative maintenance, repair, and asset management data immediately into Lucity for WWTP expanding to Water and Recycle Dept. (eliminating manual and duplicative electronic data entry.
- Implementation of acoustic and vibration technology on critical and process equipment in WWTP, expanding to field sites by FYE 2021, converting from preventative to predictive maintenance.
- Replacement of the hydraulic control system on Dublin and Pleasanton headworks gates to modern control with manual override system.

#### ***Budget Trends***

Temporary labor costs will remain at \$27,000. Maintenance contracts decreased from \$69,000 to \$55,200 for HVAC, pest control, roof, and absorption chiller services. Contracts for monitoring and testing of various equipment have remained the same and janitorial services were expanded from three to five days per week at all the facilities.

## Department Overview

### Mechanical Maintenance — Division 53

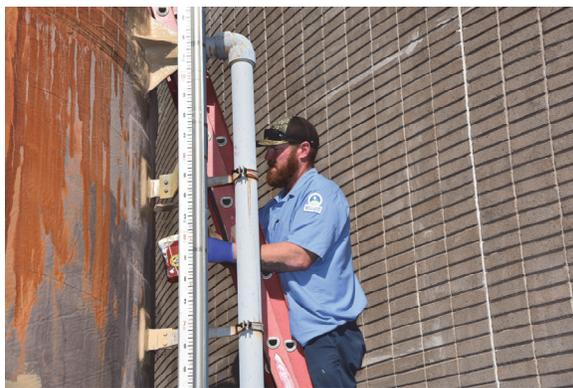
#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 1,781,744        | 1,825,923        | 2,391,713          | 2,508,823         | 2,535,823         |
| Materials          | 571,802          | 676,875          | 609,110            | 692,800           | 692,800           |
| Contracts          | 156,896          | 277,063          | 360,616            | 498,316           | 498,315           |
| Other              | 298              | 834              | 2,400              | 2,400             | 2,950             |
| <b>Total</b>       | <b>2,510,740</b> | <b>2,780,695</b> | <b>3,363,839</b>   | <b>3,702,339</b>  | <b>3,729,888</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 143,886          | 145,686          | 164,349            | 113,738           | 119,204           |
| Regional Wastewater Enterprise | 1,816,263        | 1,977,315        | 2,452,519          | 2,743,652         | 2,777,049         |
| Water Enterprise               | 447,887          | 477,234          | 534,430            | 615,909           | 596,860           |
| Administrative Cost Center     | 102,704          | 180,461          | 212,541            | 229,040           | 236,776           |
| <b>Total</b>                   | <b>2,510,740</b> | <b>2,780,695</b> | <b>3,363,839</b>   | <b>3,702,339</b>  | <b>3,729,888</b>  |

|                              |             |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Full Time Equivalents</b> | <b>14.0</b> | <b>15.0</b> | <b>16.0</b> | <b>17.0</b> | <b>17.0</b> |
|------------------------------|-------------|-------------|-------------|-------------|-------------|



## Department Overview

### Instrumentation, Controls, & Electrical — Division 54



The instrumentation, Controls, and Electrical Division provides corrective maintenance, preventative maintenance, and enhances processes for electrical, instrumentation, and Supervisory Control and Data Acquisition (SCADA) systems. The Division supports District, LAVWMA, and DERWA facilities. Division staff assists with the design of new facilities, modifies existing facilities, and enhances the performance and reliability of all process equipment. SCADA staff maintains computer systems that provide

vital operations information necessary for business functions, environmental controls, and the safety and security for District personnel and property. Instrumentation and Controls staff makes certain that instrumentation equipment is accurately calibrated to analyze chemical usage, meter process flows, monitor water levels, and control processes. Division Electrical staff maintain electrical systems (24 volts to 21,000 volts) so that all equipment are ready and reliable for safe operations.

#### ***Top Division Goals***

- Complete the Wastewater Treatment and Recycled Water Treatment SCADA system upgrade.
- Address Emergency Preparedness by identifying critical equipment, procuring spares in order to be prepared for emergencies, upgrading obsolete equipment, and enhancing maintenance contracts (Strategic Goal #7).
- Perform safety gap analysis and address high-risk items such as completing arc flash studies at all District facilities.
- Begin process of fully automating preventative maintenance asset management assessment data immediately into Lucy thus eliminating manual and duplicative electronic data entry (Strategic Goal #4).
- Support Electronic Records Management efforts by forming a sub-committee to help steer efforts to capture record drawings and O&M shop drawings into the system (Strategic Goal #2).
- Work with HR to complete a new job series for Instrumentation, Controls, and SCADA staff to help with succession planning (Strategic Goal #5).

#### ***Budget Trends***

Materials budget increased in the area of equipment to accommodate replacement of aging equipment, standardization of existing equipment, and stocking critical spares. Professional Services budget have increased for outside consultant services to assist with design, power systems studies, and programming modifications. Lastly, the Maintenance Contract budget increased to cover contracts for the Field Operations SCADA Upgrade and the newly completed DERWA Phase 2 and Digester 4 CIP construction projects.

## Department Overview

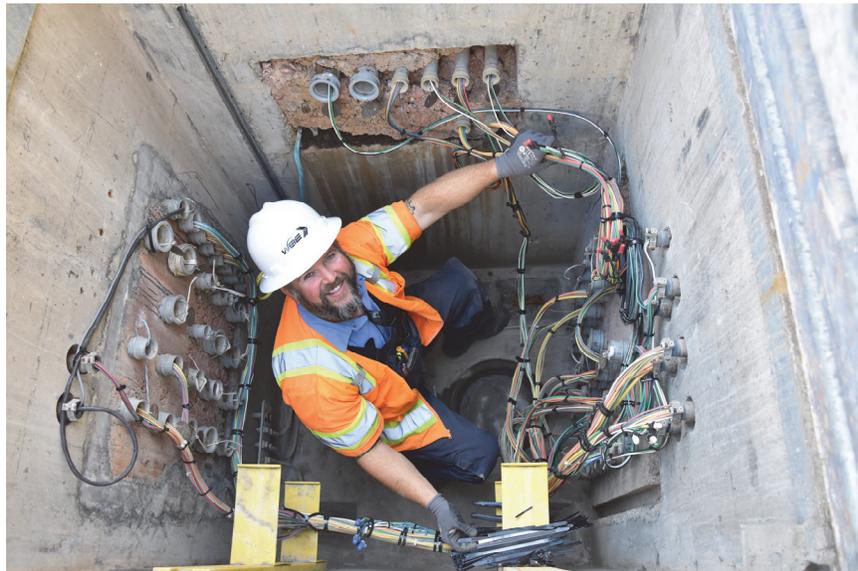
### Instrumentation, Controls, & Electrical — Division 54

#### Operating Expenses by Category

| Category           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 1,369,251        | 1,530,674        | 1,829,550          | 1,949,809         | 2,192,031         |
| Materials          | 208,225          | 305,083          | 236,365            | 338,300           | 375,300           |
| Contracts          | 62,903           | 132,207          | 262,038            | 256,200           | 211,200           |
| Other              | 824              | 1,717            | 2,000              | 2,000             | 2,000             |
| <b>Total</b>       | <b>1,641,204</b> | <b>1,969,680</b> | <b>2,329,953</b>   | <b>2,546,309</b>  | <b>2,780,531</b>  |

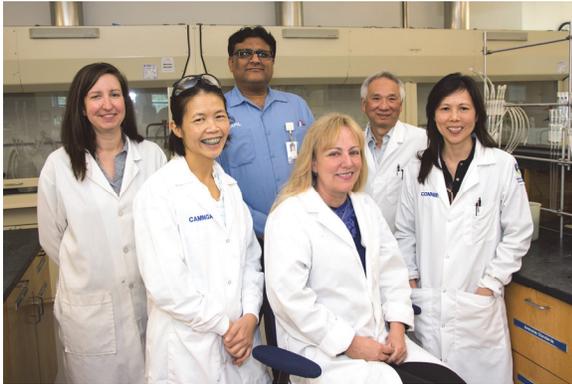
#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual  | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|------------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 4,685            | 14,411           | 14,522             | 31,255            | 34,174            |
| Regional Wastewater Enterprise | 1,050,105        | 1,240,515        | 1,336,325          | 1,471,129         | 1,631,596         |
| Water Enterprise               | 545,058          | 669,724          | 884,138            | 944,083           | 1,008,871         |
| Administrative Cost Center     | 41,356           | 45,029           | 94,968             | 99,842            | 105,890           |
| <b>Total</b>                   | <b>1,641,204</b> | <b>1,969,680</b> | <b>2,329,953</b>   | <b>2,546,309</b>  | <b>2,780,531</b>  |
| <b>Full Time Equivalents</b>   | <b>9.0</b>       | <b>10.0</b>      | <b>10.0</b>        | <b>10.0</b>       | <b>10.0</b>       |



## Department Overview

### Laboratory & Technical Services — Division 55



The Laboratory & Technical Services Division monitors drinking water, wastewater, groundwater, and biosolids to ensure compliance with regulatory standards and to optimize process controls. Thousands of samples each year are collected, received, analyzed (or subcontracted), and reported per the requirements of District permits as well as state and federal regulations. The six laboratory employees operate the laboratory 365 days a year. The Laboratory is the primary point of contact for District customers to answer questions on water

quality and is certified (certificate number 1272) by the State Water Board Environmental Laboratory Accreditation Program (ELAP). In addition, the Environmental Compliance Section implements the District's Pre-treatment Program, a requirement of the Wastewater Treatment Plant NPDES permit.

#### **Top Division Goals**

- Ensure core goals of error-free analyses and timely reporting are met through staff core competencies and improved process flow, including better utilization of software (LIMS, OnBase).
- Complete lab renovations, including new flooring and new office furniture.
- Ensure quality control and quality assurance in the lab is compliant with current ELAP standards. ELAP has hired new assessors who are actively enforcing rigorous requirements.
- Stay actively involved in development of new accreditation standards (TNI) by attending meetings and trainings and using consultant help as needed (3-year window).
- Actively support District and Tri-Valley partners' special projects, e.g., FOG receiving station, nutrient management study, etc.
- Complete the evaluation of the Local Limits Study.

#### **Budget Trends**

As part of the department reorganization, the Environmental Compliance Division was transferred under the Laboratory Supervisor in late FYE 2017. Although the FTEs were reassigned to division 55, the wages and benefits were not reflected until FYE 2018 and beyond. This has resulted in the FYE 2018 budget increases which absorbed two positions and the operating expenses related to that cost center. In FYE 2020, a three year limited term laboratory technician position is proposed to assist in new compliance requirements.

Slight increases occurred in the Environmental Compliance budget due to the need for additional evaluation and training. More significant increases occurred in the Laboratory budget due to extra staff and training budgets related to new accreditation standards.

## Department Overview

### Laboratory & Technical Services — Division 55

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 868,254         | 1,216,163        | 1,341,963          | 1,538,665         | 1,581,848         |
| Materials          | 66,065          | 70,097           | 153,620            | 91,050            | 96,155            |
| Contracts          | 34,039          | 66,857           | 109,197            | 130,200           | 141,605           |
| Other              | 10,076          | 10,388           | 12,200             | 22,480            | 22,568            |
| <b>Total</b>       | <b>978,434</b>  | <b>1,363,505</b> | <b>1,616,980</b>   | <b>1,782,395</b>  | <b>1,842,176</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | -               | 149,357          | 165,537            | 170,748           | 175,471           |
| Regional Wastewater Enterprise | 786,630         | 1,019,719        | 1,133,377          | 1,246,161         | 1,286,188         |
| Water Enterprise               | 191,069         | 194,430          | 318,065            | 365,486           | 380,518           |
| Administrative Cost Center     | 735             | -                | -                  | -                 | -                 |
| <b>Total</b>                   | <b>978,434</b>  | <b>1,363,505</b> | <b>1,616,980</b>   | <b>1,782,395</b>  | <b>1,842,176</b>  |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>7.0</b> | <b>7.0</b> | <b>7.0</b> | <b>8.0</b> | <b>8.0</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Department Overview

### Operations Support Services — Division 56



The Operations Support Services Division has been reorganized to strengthen, align, and coordinate the vital functions of the department. The Division supervisor is responsible for the coordination, planning, and implementation of the safety, regulatory, and administrative programs in the department. In addition, the supervisor coordinates the goals of the division, aligns the goals with the District's needs, provide leadership for the department safety and regulatory programs .

#### ***Top Division Goals***

- Provide high-performing administrative support to the Operations Department in all divisions
- Align the Operations Divisions to fully coordinate the regulatory permit needs of the Department
- Complete the safety programs revisions and establish a voice in emergency response
- Network operations programs with the rest of the District
- Transfer the Bay Area Chemical Consortium (BACC) to another organization
- Enhance the metrics/dashboard and create a live performance dashboard for easy view
- Create and implement a successor planning learning program
- Update the Emergency Response Plan and provide District-wide training on disaster service worker obligations
- Conduct Emergency Operation Center (EOC) exercises to promote preparedness

#### ***Budget Trends***

This Division was established in February 2017 as part of the Department reorganization for administrative support, the safety program and Plant Engineer responsibilities. In FYE 2019, administrative support was transferred to the individual operating divisions, thus leaving safety, regulatory and administrative analyst functions in the division. Increases in the prior baseline budgets include an additional \$30,000 for an emergency preparedness consultant, additional safety training, and ergonomic equipment. The current budget proposes the addition of an regulatory compliance supervisor to oversee this division.

## Department Overview

### Operations Support Services — Division 56

#### Operating Expenses by Category

| Category           | FYE17<br>Actual | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-----------------|------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 606,272         | 1,118,333        | 1,023,230          | 825,139           | 906,381           |
| Materials          | 53,500          | 74,885           | 42,700             | 42,600            | 42,600            |
| Contracts          | 45,509          | 39,607           | 84,975             | 55,950            | 55,950            |
| Other              | 4,055           | 7,187            | 12,602             | 13,832            | 13,832            |
| <b>Total</b>       | <b>709,337</b>  | <b>1,240,011</b> | <b>1,163,507</b>   | <b>937,521</b>    | <b>1,018,763</b>  |

#### Operating Expenses by Fund

| Fund                           | FYE17<br>Actual | FYE18<br>Actual  | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------------------|-----------------|------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise    | 64,000          | 55,745           | 68,618             | 18,992            | 18,995            |
| Regional Wastewater Enterprise | 427,602         | 377,480          | 374,351            | 285,055           | 288,393           |
| Water Enterprise               | 67,598          | 161,994          | 190,077            | 109,827           | 110,669           |
| Administrative Cost Center     | 150,138         | 644,791          | 530,460            | 523,648           | 600,707           |
| <b>Total</b>                   | <b>709,337</b>  | <b>1,240,011</b> | <b>1,163,507</b>   | <b>937,521</b>    | <b>1,018,763</b>  |

|                              |            |            |            |            |            |
|------------------------------|------------|------------|------------|------------|------------|
| <b>Full Time Equivalents</b> | <b>2.0</b> | <b>7.0</b> | <b>3.0</b> | <b>4.0</b> | <b>4.0</b> |
|------------------------------|------------|------------|------------|------------|------------|



## Notes

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# Non-Departmental

This non-departmental account group is used for costs that are not specifically related to any one department. Expenses in this group are overseen by the Administrative Services Department. Expenses include:

**Personnel**—Retiree medical and dental, unemployment payments, medical insurance administration fees, pension/Other Post Employee Benefits (OPEB) Unfunded Actuarial Liability (UAL) funding;

**Materials**—Utility costs for the administration building (water, power, garbage), general office supplies, meters for new accounts, wholesale water purchases from Zone 7, replacement of computer equipment under the capitalization limit and gasoline for pooled vehicles;

**Contract Services**—Liability insurance, legal services, general maintenance contracts (computer hardware/software and office machines) and bond administration;

**Other**—Payments to joint powers authorities, debt payments and bond issuance costs.



## Department Overview

### Non-Departmental — Division 70

#### 2018 and 2019 Accomplishments

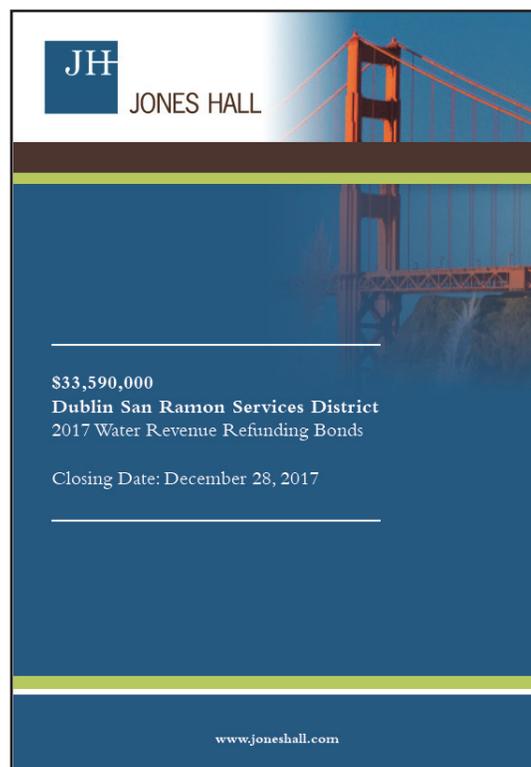
- Monitored liability costs and implemented proactive training to reduce injuries, resulting in a premium refund of \$51,029 and \$49,470 in FYE 2018 and 2019, respectively.

#### Top Division Goals

- Continue to monitor the bond market to take advantage of refunding opportunities as appropriate.
- Proactively monitor our utility usage to limit costs under the new Pacific Gas & Electric (PG&E) guidelines.
- Collaborate with the Engineering department to refine water demand and development activity projections to better forecast financial planning needs.
- Accelerate funding of pension unfunded actuarial liability over 15 years.

#### Budget Trends

The primary decrease in non-departmental materials was due to refinement of water demand projections to more accurately reflect the current post-drought usage rate of the District's customer base. Water purchases from Zone 7 are the largest expenditure for Division 70. Due to refinement of water demand projections, water purchases are budgeted lower than FYE 2019 (from \$17.0 million to \$15.1 million and \$16.5 million respectively). FYE 2017 and FYE 2018 include year-end adjustments for compensated leave. FYE 2020 and FYE 2021 include accelerated funding of the District's pension unfunded actuarial liability. Contracts have increased slightly due to the new Field Operations Facility. FYE 2018 also includes a one time \$13.2 million prior period adjustment due to implementation of GASB Statement No. 75 (*Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*).



## Department Overview

### Non-Departmental

#### Operating Expenses by Category

| Category           | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|--------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Wages and Benefits | 2,332,166         | 1,787,799         | 965,359            | 2,553,343         | 2,639,365         |
| Materials          | 12,572,528        | 14,527,873        | 15,722,947         | 15,767,704        | 17,146,425        |
| Contracts          | 3,219,821         | 1,769,100         | 2,291,318          | 2,423,052         | 2,633,765         |
| Other              | 14,543,929        | 29,399,097        | 16,558,456         | 14,323,002        | 14,332,363        |
| <b>Total</b>       | <b>32,668,445</b> | <b>47,483,868</b> | <b>35,538,080</b>  | <b>35,067,101</b> | <b>36,751,917</b> |

#### Operating Expenses by Fund

| Fund                            | FYE17<br>Actual   | FYE18<br>Actual   | FYE19<br>Estimated | FYE20<br>Proposed | FYE21<br>Proposed |
|---------------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Local Wastewater Enterprise     | (14,432)          | 250,280           | 7,507              | 201,896           | 203,196           |
| Local Wastewater Replacement    | -                 | -                 | -                  | 3,700             | 4,100             |
| Local Wastewater Replacement    | 5,190             | 11,043            | 11,600             | 14,200            | 14,200            |
| Local Wastewater Expansion      | 62,668            | 43,360            | 2,000              | 42,526            | 42,781            |
| Regional Wastewater Enterprise  | 4,548,950         | 4,403,642         | 3,787,614          | 4,325,754         | 4,330,521         |
| Regional Wastewater Replacement | -                 | -                 | -                  | 3,700             | 4,100             |
| Regional Wastewater Replacement | 49,565            | 40,901            | 51,800             | 342,800           | 342,800           |
| Regional Wastewater Expansion   | 3,442,524         | 3,373,088         | 8,003,120          | 4,324,010         | 4,324,328         |
| Water Enterprise                | 14,641,476        | 16,449,290        | 17,046,966         | 17,861,025        | 19,264,466        |
| Water Rate Stabilization        | 34,907            | 35,537            | 58,163             | 80,600            | 88,800            |
| Water Replacement               | 966,050           | 122,930           | 290,900            | 340,220           | 315,720           |
| Water Expansion                 | 5,714,435         | 7,934,189         | 3,163,477          | 4,295,663         | 4,264,023         |
| Administrative Cost Center      | 745,781           | 551,486           | 597,824            | 495,339           | 554,265           |
| Other Post-Employment Benefits  | -                 | 13,033,998        | 957,259            | 988,919           | 1,064,867         |
| DV Standby Assessment District  | 2,471,331         | 1,234,125         | 1,559,849          | 1,746,750         | 1,933,750         |
| <b>Total</b>                    | <b>32,668,445</b> | <b>47,483,868</b> | <b>35,538,080</b>  | <b>35,067,101</b> | <b>36,751,917</b> |

## Notes

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## Appendix

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### District Profile

#### What products and services does DSRSD provide and to whom?

- Founded in 1953, DSRSD serves more than 186,000 people.
- DSRSD distributes drinking water for approximately 89,000 people, in Dublin since March 1961 and in Dougherty Valley since May 2000.
- DSRSD provides wastewater collection and treatment for approximately 160,000 people in Dublin and southern San Ramon since March 1961, and wastewater treatment for Pleasanton (by contract) since September 1965.
- DSRSD has produced recycled water for landscape irrigation and construction since 1999. In 2006, DSRSD and East Bay Municipal Utility District (EBMUD) formed the San Ramon Valley Recycled Water Program (SRVRWP). The program serves DSRSD, EBMUD, and Pleasanton irrigation customers at 603 locations.

#### Who governs DSRSD?

- Five Directors, elected by area, serve four-year terms.
- An independent special district, DSRSD is governed under California's Community Services District Law.

#### How many accounts does DSRSD serve?

- 23,860 potable water accounts (residential, commercial, industrial and institutional)
- 445 recycled water irrigation accounts
- 22,371 single-family residential wastewater tax roll assessments (excludes commercial, industrial and institutional)

#### How many hydrants and how many miles of underground pipelines does DSRSD manage

- Hydrants: 3,395 potable water hydrants, 19 recycled water hydrants
- Pipelines: 321 miles of potable water pipes, 68 miles of recycled water pipes, 207 miles of sewer pipes

#### How many reservoirs (tanks) does DSRSD operate and how much water do they store?

- 14 reservoirs store 27.05 million gallons (mg) of potable water
- 2 reservoirs store 1.95 mg of recycled water

#### How much potable water is used by District customers?

- 2.922 billion gallons annually (July 1, 2017 – June 30, 2018)
- 8.01 million gallons per day, average daily consumption (July 1, 2017 – June 30, 2018)
- 65.20 gallons per person per day, residential use only (12-month rolling average as of June 30, 2018)
- 97.00 gallons per person per day, all customers (12-month rolling average, as of June 30, 2018)

#### How much recycled water is used by District customers annually (July 1, 2017—June 30, 2018)?

- 1,185 million gallons, equal to 29.25% of total water sales
- 99% was delivered via purple pipes, primarily for irrigation; 1% via the Commercial Fill Station, primarily for construction. The Residential Fill Station at the Treatment Plant is closed due to construction. The Dublin fill station is permanently closed because the city-owned property is no longer available.

## Appendix

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### District Profile

#### **What is the average wastewater flow from a single-family residence?**

- 180 gallons per day

#### **How many gallons of wastewater are treated each day at the District's Regional Wastewater Treatment Facility?**

- 10.19 million gallons per day (mgd) annual daily average
- 10.58 mgd wet weather daily average
- 17.0 mgd ADWF (average dry weather flow) is the treatment plant's capacity

#### **What types of wastewater treatment does the District provide?**

- DSRSD's Regional Wastewater Treatment Facility provides secondary treatment by activated sludge process.
- The Jeffrey G. Hansen Water Recycling Plant, operated by DSRSD on behalf of the SRVRWP, provides advanced purification (tertiary treatment) using microfiltration or sand filtration and ultraviolet disinfection.

#### **How many full-time-equivalent positions are approved by the Board at DSRSD?**

- 122 full-time equivalents for FYE 2018 and FYE 2019
- 128 full-time equivalents are proposed in FYE 2020 and FYE2021

#### **Where does are water come from?**

- State Water Project (Lake Oroville is the primary reservoir)
- Local groundwater, previously artificially re-charged by the Zone 7 Water agency
- Local runoff impounded at Lake Del Valle
- Recycled water recovered from wastewater (for non-potable uses, primarily irrigation)

#### **Where does our treated wastewater go?**

- Discharged into the San Francisco Bay — 60%
- Recycled for non-potable uses, primarily irrigation — 40%

## Appendix

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### District Policies

#### ***Financial Policies***

District management is responsible for establishing and maintaining an internal control structure that protects the assets of the District from loss, theft, or misuse. Recognizing the critical importance of financial planning and controls, the District has developed comprehensive financial policies based on industry best practices. The policies guide long-term planning and ensure that financial decisions are analyzed and applied in a consistent manner.

Policies are not permanent documents but may be modified or rescinded in whole or in part at any time by the Board. District policies are reviewed on a regular basis and are adopted by resolution at a duly noticed meeting of the Board of Directors. The District has a number of financial policies, some of which are summarized below. The following policies can be found in their entirety on our website at [www.dsrdsd.com/about-us/district-policies](http://www.dsrdsd.com/about-us/district-policies).

#### ***Auditor Selection and Services***

Establishes guidelines to obtain auditing services from a highly-qualified firm, and to ensure that there are no financial incentives that would jeopardize that firm from maintaining their independence. Policy states that the auditor may not perform other consulting services for the District and requires a full-scale competitive bidding process to be conducted at least every five years.

DSRSD prepares and submits its Comprehensive Annual Financial Report (CAFR) to the Governmental Finance Officers Association (GFOA) for inclusion in its awards program. The District has received the association's Certificate of Achievement for Excellence in Financial Reporting each time it has submitted a report. The District's current and past CAFRs available online at [www.dsrdsd.com/about-us/library/financial-information](http://www.dsrdsd.com/about-us/library/financial-information).

#### ***Budgeting Accountability***

Provides Operations and Capital Improvement Program (CIP) budget controls. The General Manager is accountable to the Board of Directors for meeting the budgetary objectives set by the Board. The Board approves the Operating Budget at the total fund level, ensuring that it maintains control of rates and fees. In addition, the Board approves the maximum number of full time equivalent (FTE) staff positions as well as the number of those FTEs that are limited-term positions.

In adopting the CIP budget, the Board authorizes new projects and programs, and approves total project and program budgets. Expenses are controlled at the project total level and project managers are responsible for their assigned projects. The General Manager is responsible for ensuring that the individual project appropriations and total fund appropriations are not exceeded, except as otherwise permitted by other policies.

DSRSD prepares and submits its Operating Budget to the California Society of Municipal Finance Officers (CSMFO) for inclusion in its awards program. The District has received the association's Operating Budget Excellence Award each time it has submitted a report. The District's current and past Operating and CIP budgets are available online at <https://www.dsrdsd.com/Home/ShowDocument?id=298>.

## Appendix

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### District Policies

#### ***Capital Financing and Debt Management***

Establishes parameters for issuing and managing debt. The District will only use debt financing to purchase or build capital assets that cannot be acquired from either current revenues or replacement reserves and to fund capital improvements and additions; it will not be used for operating and maintenance costs. Lease/Purchase agreements for the purchase of vehicles, equipment and other capital assets shall generally be avoided, particularly if smaller quantities of the asset can be purchased on a pay-as-you-go basis. <https://www.dsrdsd.com/Home/ShowDocument?id=300>

#### ***Consolidated Water Enterprise Fund***

Directs potable water and recycled water to be managed as consolidated funds for operations, replacement, and expansion. In support of its mission, the District is committed to planning, designing, constructing, operating and maintaining the District's water system so that it meets all legal and regulatory requirements and contractual obligations. In order to do so, it is imperative that sufficient revenue be collected and appropriate reserves be maintained for both the potable and recycled water systems (collectively the "Water System"). It is equally important that an appropriate financial structure and reporting system be maintained to account for the cost of providing potable and recycled water service (collectively, "Water Service") and the investments made by the District into the Water System. <https://www.dsrdsd.com/Home/ShowDocument?id=302>

#### ***Financial Reserves***

Provides guidance for the prudent accumulation and management of designated reserves. Designated reserves are earmarked by the Board of Directors for purposes such as funding new capital facilities, construction, repair, replacement or refurbishment of existing facilities, rate stabilization, emergency and operating reserves. These funds can be utilized at the discretion of the District. The Board can change fund designations at any time. <https://www.dsrdsd.com/Home/ShowDocument?id=304>

#### ***Investment***

Directs public funds to be invested in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the District's investment policy. <https://www.dsrdsd.com/Home/ShowDocument?id=306>

#### ***Project Cost Allocation***

Establishes basis for determining how the cost of projects should be allocated between funds. Project costs are to be allocated in proportion to the benefits that accrue to existing and future customers of each enterprise of the District. In carrying out this policy and depending on the nature of the project, allocation of a project cost may be to more than one enterprise and/or to more than one fund within the enterprise. <https://www.dsrdsd.com/Home/ShowDocument?id=308>

# Appendix

## District Policies

### Rate Policies and Guidelines

Provides guidance and consistency in decision-making for developing and adopting rates to establish that rates are developed using a generally-accepted methodology, provide financial stability, achieve rate stability, ensure public well-being and safety, and with consideration of rate impacts.

<https://www.drsrd.com/Home/ShowDocument?id=310>

### Water Expansion Fund Management

Prioritizes the obligations of the Water Expansion fund. The Water Expansion fund is dedicated to paying for the expansion of water facilities to serve growth (and to pay a share of debt related to facilities that have already been built to serve growth). This fund remains one of the most critically funded of the various funds maintained by the District and faces a number of ongoing obligations that will have a material bearing on its fund balance. <https://www.drsrd.com/Home/ShowDocument?id=314>

All current District policies are available online at [www.drsrd.com/about-us/district-policies](http://www.drsrd.com/about-us/district-policies).

The screenshot shows the Dublin San Ramon Services District website. The header includes the logo and tagline "Water, wastewater, recycled water". A navigation menu is visible with items like Home, Your Account, and About Us. The main content area is titled "DISTRICT POLICIES" and contains the following text:

**About Us**

**DISTRICT POLICIES**

The Board of Directors may, from time to time, express its intentions on matters affecting the District in the form of a "policy." A policy is a broad guideline adopted by the Board to establish the District's course of action and/or to establish a degree of certainty as to how the District will act in certain situations. Only the Board can set District policy.

A policy can be a specific statement of principles or guiding actions that denotes clear commitment by the District, a statement of values or intent that provides a basis for consistent decision-making and resource allocation, or a method or course of action selected to guide and determine present and future decisions. A policy also is used to establish rules of conduct for the Board on matters related to the business of the District.

Policies are adopted: (1) if required by the law, the District's Code, regulations, or contracts into which the District has entered; or (2) at the sole prerogative of the Board. While the need for a policy may be mandated and the contents of the policy may be required to meet broad specified requirements, the exact terms of the policy statement are determined at the sole discretion of the Board. A policy is not used to establish administrative procedures, rules, or guidelines; those documents are developed and implemented by management.

A policy typically contains a summary of the rationale or philosophical basis for its adoption, to make it a useful guide to management and staff who are responsible for its implementation. Policies are not permanent documents but may be modified or rescinded in whole or in part at any time by the Board. The Board reviews District policies on a regular basis. If two or more policies are contradictory, as a general principle, the most recently adopted policy will have precedence since it represents the most current thinking of the Board. As policies are updated, it may take 30 days before the latest revision is posted here.

Policies are adopted by resolution at a duly noticed meeting of the Board of Directors. Policies are to be distinguished from the procedures, directives, rules and similar documents, all of which are administered by management and staff in furtherance of and to implement policies adopted by the Board. Such procedures, directives, rules, and similar documents are adopted or issued by the General Manager.

For more information, contact the District Secretary Nicole Genzale at (925) 823-0515.

**Current Policies**

| Name | Number | Approval Date |
|------|--------|---------------|
|------|--------|---------------|

## Appendix

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### Glossary of Budget Terms

|                                 |   |
|---------------------------------|---|
| Accrual Basis of Accounting:    | Accounting basis under which transactions are recognized based on the period they benefit, regardless of the timing of cash receipts and disbursements.   |
| Acre Foot (AF):                 | A unit of measurement equivalent to 325,900 gallons of water, the volume of water that would cover one acre to a depth of one foot.   |
| ACWA:                           | Association of California Water Agencies.   |
| Allocated Administrative Costs: | Costs that cannot be directly tied to a particular enterprise, but benefit the District as a whole, are allocated according to a cost allocation model that apportions costs based upon the functions of each Division.   |
| Amador Valley:                  | Valley in eastern Alameda County, California location of the cities of Dublin and Pleasanton. The valley is bounded by foothills of the Diablo Range on the north and south, Pleasanton Ridge to the west, and Livermore Valley to the east.  |
| AMP:                            | Asset Management Program.   |
| Appropriation:                  | Authorization granted by the Board of Directors to expend money for the purpose outlined in the budget.   |
| AWWA:                           | American Waterworks Association.  |
| Budget:                         | A financial plan for a specific period of time.   |
| CAFR:                           | Comprehensive Annual Financial Report. The District's "annual report" that includes the audited financial statements as well as other statistical and general information. This report is submitted to the Government Finance Officers Association for consideration of the Certificate of Achievement for Excellence in Financial Reporting award. |
| CalPERS:                        | California Public Employees' Retirement System. The entity that provides retirement and medical benefits to District employees.   |
| CIP:                            | Capital Improvement Projects. A long range construction plan for District facilities.   |
| Capital Outlay:                 | Items that meet the fixed asset capitalization criteria.  |

## Appendix

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### Glossary of Budget Terms

|                               |  |
|-------------------------------|--|
| CASA:                         | California Association of Sanitation Agencies.   |
| CCCSD:                        | Central Contra Costa Sanitary District.  |
| CCF:                          | One hundred cubic feet. A unit of measurement equivalent to 748 gallons of water.  |
| CERBT:                        | California Employers' Retiree Benefit Trust.   |
| Certificate of Participation: | A form of variable rate debt used by the District.   |
| CMMS:                         | Computerized Maintenance Management System.  |
| Cogeneration (Cogen):         | Refers to energy produced as a result of utilizing the by-products of the solids treatment process.  |
| Contribution to JPA:          | Funding provided to support a joint powers authority.  |
| COLA:                         | Cost of Living Adjustment. An increase in salary or benefits to offset the effect of inflation.  |
| CPI:                          | Consumer Price Index. Cost adjustment factor based on cost increases.  |
| CSDA:                         | California Special Districts Association.  |
| CWEA:                         | California Water Environment Association.  |
| Debt Service:                 | The combination of interest expense and principal payments due to long-term debt.  |
| Delivery Versus Payment:      | The basis on which all security transactions are entered into by the District.   |
| DERWA:                        | DSRSD-EBMUD Recycled Water Authority. A joint powers agency between the District and East Bay Municipal Utility District for the development of recycled water facilities, infrastructure, and services. |
| District:                     | Dublin San Ramon Services District.  |
| DLD:                          | Dedicated Land Disposal. Application of wastewater sludges to land for disposal purposes.  |

## Appendix

### Glossary of Budget Terms

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|                   |  |
|-------------------|--|
| Dougherty Valley: | Approximately 6,000 acres of incorporated and unincorporated land in southwest Contra Costa County contiguous to the San Ramon Valley, just north of the Contra Costa and Alameda County lines. Incorporated into the City of San Ramon.   |
| DSRSD:            | Dublin San Ramon Services District.  |
| DUE:              | Dwelling Unit Equivalent. A unit of measure used to allocate sewer capacity. One DUE is equal to 220 gallons.  |
| DVSAD:            | Dougherty Valley Standby Assessment District.  |
| EBMUD:            | East Bay Municipal Utility District.   |
| Enterprise Fund:  | A fund used to record the ongoing operations and maintenance costs (the cost of providing a service).  |
| Expansion Fund:   | A fund used to record transactions related to the expansion of District facilities.  |
| FDIC:             | Federal Deposit Insurance Corporation.   |
| FAA:              | Financing Administrative Agreement. Agreement between the Dublin San Ramon Services District and the City of Pleasanton defining the amount of reserves necessary in the Regional Expansion fund, establishing criteria for Regional connection fee increases, and outlining uses for excess reserves. |
| Fixed Assets:     | Assets that have a useful life that exceeds two years with a value of \$10,000 or more including land, buildings, and equipment.   |
| Fixed Charges:    | Revenues received by DSRSD on a bimonthly basis for the installation and activity of permanent water meters (whether or not water is used). These charges vary based on the size of the meter.   |
| FNMA:             | Federal National Mortgage Association.   |
| FSL:              | Facultative Sludge Lagoon.   |
| FTE:              | Full-Time Equivalent. Conversion of part-time positions to a decimal equivalent of a full-time position is based on an annual amount of 2,080 hours worked.  |

## Appendix

### Glossary of Budget Terms

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|-------------------------------|--|
| FYE:                          | Fiscal Year Ending. A 12 month period. The District has a fiscal year of July 1 to June 30.  |
| GAAP:                         | Generally Accepted Accounting Principles. Uniform guidelines used in the preparation of external financial statements. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB). |
| GIS:                          | Geographic Information System. The computerized system used to track and map certain District system assets such as pipe, manholes, valves, hydrants, etc.   |
| Infrastructure:               | Physical assets owned by DSRSD that are generally not moveable, such as pipelines and facilities.  |
| JPA:                          | Joint Powers Authority. An agreement between two or more public agencies to “jointly exercise any power common to the contracting parties.” Usually accounted for as a separate entity. The District is a member of two JPAs, LAVWA and DERWA.                         |
| Key Success Measures:         | Tracking measurements for set goals and initiatives.   |
| LAF:                          | Local Agency Funds.  |
| LAIF:                         | Local Agency Investment Fund, a voluntary investment alternative for California’s local governments and special districts authorized by California Government Code.  |
| LAVWMA:                       | Livermore-Amador Valley Water Management Agency. A JPA charged with the disposal of waste water. The cities of Pleasanton and Livermore, as well as the District, are member agencies.   |
| Legislative Advocacy Program: | How the District aligns itself with the positions of industry associations to proactively address legislation and actions that have a direct bearing on how the District operates.   |
| Livermore Valley:             | Formerly Valle De San Jose. Valley in eastern Alameda County, California location of the city of Livermore. The valley is bounded by the Diablo Range on the north, east and south and is linked to the west with the Amador Valley.                                   |

## Appendix

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### Glossary of Budget Terms

|                                 |   |
|---------------------------------|---|
| Local Wastewater Operations:    | Local Wastewater Enterprise Fund and Local Wastewater Rate Stabilization Fund.  |
| MGD:                            | Million Gallons per Day. Used when referring to wastewater treatment capacity.  |
| MOU:                            | Memorandum of Understanding.  |
| OPEB:                           | Other Post-Retirement Employment Benefits.  |
| PMIA:                           | Pooled Money Investment Account.  |
| Recycled Water:                 | Wastewater that has been processed and treated for irrigation and other non-potable purposes.   |
| Regional Wastewater Operations: | Regional Wastewater Enterprise Fund and Regional Wastewater Rate Stabilization Fund.  |
| Replacement Fund:               | A fund used to account for the replacement and improvement of District property and equipment.  |
| Restricted Funds:               | Funds restricted for a specific purpose.  |
| Risk Management:                | Actions taken to protect the District, its employees, and its customers from possible loss or injury.   |
| RPM:                            | Replacement Planning Model.   |
| S&P:                            | Standard & Poor's. A nationally recognized rating source.   |
| San Ramon Valley:               | Region in Contra Costa and Alameda County, California, east of Oakland, with a population near 130,000 people. The cities of San Ramon, Danville, and Alamo as well as the southern edge of Walnut Creek are located in the valley. |
| SCADA:                          | Supervisory Control and data Acquisition. The computerized system that monitors District facility acquisition functions.  |
| SME:                            | Subject Matter Expert.  |
| Strategic Initiatives:          | Goals in the Strategic Plan that support the priorities set by the Board of Directors.  |

## Appendix

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### Glossary of Budget Terms

|                      |   |
|----------------------|---|
| SWP:                 | State Water Project.  |
| TIC:                 | Temporary Infrastructure Charge. A temporary charge implemented to water customers in 2010 to help pay debt related to recycled (both DERWA and DSRSD) and potable water facilities.  |
| Tri-Valley:          | Triangle-shaped region in the eastern San Francisco Bay Area. The area is 18 miles southeast of Oakland and 33 miles from San Francisco. It encompasses the cities of Pleasanton, Livermore, Dublin, San Ramon, and Danville which includes Alamo, Blackhawk, Camino Tassajara, Diablo, Norris Canyon, and Sunol in the three valleys from which it takes its name: Amador Valley, Livermore Valley and San Ramon Valley. |
| UWMP:                | Urban Water Master Plan   |
| Water Operations:    | Water Enterprise Fund and Water Rate Stabilization Fund.  |
| Working Capital:     | Current assets minus current liabilities; a measure of available resources that the District has to spend.  |
| WWTP:                | Wastewater Treatment Plant  |
| Zone 7 Water Agency: | The Alameda County agency that is the wholesale potable water provider in the Tri-Valley area.  |

## Appendix

### Debt Service Schedules

| Fiscal Year        | 2017 Water Revenue Refunding Bonds |               |                     | LAVWMA<br>2011 Sewer Revenue Refunding Bonds<br>(DSRSD & City of Pleasanton Portions) |               |                     | DERWA State Loan<br>(DSRSD Portion) |               |                     |
|--------------------|------------------------------------|---------------|---------------------|---|---------------|---------------------|-------------------------------------|---------------|---------------------|
|                    | Principal Due:                     | Interest Due: | Total Debt Service: | Principal Due:  | Interest Due: | Total Debt Service: | Principal Due:                      | Interest Due: | Total Debt Service: |
| 2019-20            | \$ 420,000                         | \$ 1,460,513  | \$ 1,880,513        | \$ 3,229,644  | \$ 2,548,063  | \$ 5,777,707        | \$ 722,314                          | \$ 123,480    | \$ 845,794          |
| <del>2020-21</del> | \$ 435,000                         | \$ 1,445,513  | \$ 1,880,513        | \$ 3,395,637  | \$ 2,382,431  | \$ 5,778,068        | \$ 740,372                          | \$ 105,422    | \$ 845,794          |
| 2021-22            | \$ 455,000                         | \$ 1,425,438  | \$ 1,880,438        | \$ 3,565,239  | \$ 2,208,409  | \$ 5,773,648        | \$ 758,881                          | \$ 86,913     | \$ 845,794          |
| <del>2022-23</del> | \$ 475,000                         | \$ 1,402,188  | \$ 1,877,188        | \$ 3,749,274  | \$ 2,025,546  | \$ 5,774,820        | \$ 777,853                          | \$ 67,941     | \$ 845,794          |
| 2023-24            | \$ 500,000                         | \$ 1,377,813  | \$ 1,877,813        | \$ 3,940,527  | \$ 1,862,855  | \$ 5,803,382        | \$ 797,300                          | \$ 48,495     | \$ 845,794          |
| <del>2024-25</del> | \$ 525,000                         | \$ 1,352,188  | \$ 1,877,188        | \$ 4,084,869  | \$ 1,691,774  | \$ 5,776,643        | \$ 817,232                          | \$ 28,562     | \$ 845,794          |
| 2025-26            | \$ 550,000                         | \$ 1,325,313  | \$ 1,875,313        | \$ 4,294,164  | \$ 1,482,298  | \$ 5,776,462        | \$ 325,253                          | \$ 8,131      | \$ 333,384          |
| <del>2026-27</del> | \$ 1,020,000                       | \$ 1,286,063  | \$ 2,306,063        | \$ 4,510,676  | \$ 1,284,731  | \$ 5,795,407        |                                     |               |                     |
| 2027-28            | \$ 1,360,000                       | \$ 1,226,563  | \$ 2,586,563        | \$ 4,698,321  | \$ 1,077,059  | \$ 5,775,380        |                                     |               |                     |
| <del>2028-29</del> | \$ 1,420,000                       | \$ 1,157,063  | \$ 2,577,063        | \$ 4,940,093  | \$ 836,099    | \$ 5,776,192        |                                     |               |                     |
| 2029-30            | \$ 1,495,000                       | \$ 1,084,188  | \$ 2,579,188        | \$ 5,192,691  | \$ 602,252    | \$ 5,794,943        |                                     |               |                     |
| <del>2030-31</del> | \$ 1,570,000                       | \$ 1,007,563  | \$ 2,577,563        | \$ 5,420,029  | \$ 373,344    | \$ 5,793,373        |                                     |               |                     |
| 2031-32            | \$ 1,645,000                       | \$ 927,188    | \$ 2,572,188        | \$ 5,661,801  | \$ 127,391    | \$ 5,789,192        |                                     |               |                     |
| <del>2032-33</del> | \$ 1,725,000                       | \$ 842,938    | \$ 2,567,938        |   |               |                     |                                     |               |                     |
| 2033-34            | \$ 1,815,000                       | \$ 754,438    | \$ 2,569,438        |   |               |                     |                                     |               |                     |
| <del>2034-35</del> | \$ 1,905,000                       | \$ 661,438    | \$ 2,566,438        |   |               |                     |                                     |               |                     |
| 2035-36            | \$ 1,995,000                       | \$ 563,938    | \$ 2,558,938        |   |               |                     |                                     |               |                     |
| <del>2036-37</del> | \$ 2,100,000                       | \$ 461,563    | \$ 2,561,563        |   |               |                     |                                     |               |                     |
| 2037-38            | \$ 2,200,000                       | \$ 354,063    | \$ 2,554,063        |   |               |                     |                                     |               |                     |
| <del>2038-39</del> | \$ 2,290,000                       | \$ 263,281    | \$ 2,553,281        |   |               |                     |                                     |               |                     |
| 2039-40            | \$ 2,355,000                       | \$ 190,703    | \$ 2,545,703        |   |               |                     |                                     |               |                     |
| <del>2040-41</del> | \$ 2,425,000                       | \$ 116,016    | \$ 2,541,016        |   |               |                     |                                     |               |                     |
| 2041-42            | \$ 2,500,000                       | \$ 39,063     | \$ 2,539,063        |   |               |                     |                                     |               |                     |
| Total              | \$33,180,000                       | \$20,725,025  | \$53,905,025        | \$ 56,682,964   | \$ 18,502,253 | \$75,185,217        | \$4,939,205                         | \$ 468,944    | \$ 5,408,149        |

# Appendix

## FYE 2021 Consolidated Fund Balance Report

| PROPOSED<br>FYE 2020 OPERATING BUDGET            | Local Wastewater Enterprise | Local Wastewater RSF | Local Wastewater Replacement | Local Wastewater Expansion | Regional Wastewater Enterprise | Regional Wastewater RSF | Regional Wastewater Replacement | Regional Wastewater Expansion | Water Enterprise | Water RSF   | Water Replacement | Water Expansion | Administrative Cost Center | OPER      | DV Standby District | Total       |             |
|--|-----------------------------|----------------------|------------------------------|----------------------------|--------------------------------|-------------------------|---------------------------------|-------------------------------|------------------|-------------|-------------------|-----------------|----------------------------|-----------|---------------------|-------------|-------------|
|  | 200                         | 205                  | 210                          | 220                        | 300                            | 305                     | 310                             | 320                           | 400              | 405         | 410               | 420             | 900                        | 945       | 995                 |             |             |
| (Estimated) Beginning Working Capital            | 480,395                     | 8,904                | 5,790,145                    | 4,307,351                  | 10,108,458                     | 8,827,375               | 26,876,412                      | 30,145,833                    | 8,971,951        | 14,422,957  | 30,448,833        | 24,757,338      |                            | 0         | 947,173             | 1,067,447   | 190,654,427 |
| Payment of Interest Receivable                   |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 191,003,001 |
| Draw from CEBAF                                  |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 947,173     |
| Adjusted Working Capital                         | 480,395                     | 8,904                | 5,790,145                    | 4,307,351                  | 10,108,458                     | 8,827,375               | 26,876,412                      | 30,145,833                    | 8,971,951        | 14,422,957  | 30,448,833        | 24,757,338      |                            | 0         | 947,173             | 1,067,447   | 190,654,427 |
| Revenues:  |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             |             |
| Zone # Revenue (600,1,100,10)                    |                             |                      |                              |                            |                                |                         |                                 |                               | 15,470,915       |             |                   |                 |                            |           |                     |             | 15,470,915  |
| DWRD Fixed Charge (600,1,150,10)                 |                             |                      |                              |                            |                                |                         |                                 |                               | 6,733,915        |             |                   |                 |                            |           |                     |             | 6,733,915   |
| DWRD Potable Revenue (600,1,150,10)              |                             |                      |                              |                            |                                |                         |                                 |                               | 5,024,157        |             |                   |                 |                            |           |                     |             | 5,024,157   |
| DWRD Recycled Revenue (600,1,150,30)             |                             |                      |                              |                            |                                |                         |                                 |                               | 3,048,839        |             |                   |                 |                            |           |                     |             | 3,048,839   |
| Power Charge Revenue (600,1,150,30)              |                             |                      |                              |                            |                                |                         |                                 |                               | 716,003          |             |                   |                 |                            |           |                     |             | 716,003     |
| Dublin Sewer Service Charge (1,110,10)           | 2,781,207                   |                      |                              |                            | 9,407,144                      |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 12,188,402  |
| San Ramon Sewer Service Charge (1,110,30)        | 650,925                     |                      |                              |                            | 1,981,421                      |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 2,632,346   |
| Pleasanton Sewer Service Charge (1,110,15)       |                             |                      |                              |                            | 10,471,628                     |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 10,471,628  |
| Miscellaneous Revenues                           |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             |             |
| Pleasanton/Kub. Tests-DWRD (1,110,40)            |                             |                      |                              |                            | 94,154                         |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 94,154      |
| Pleasanton/Kub. Tests-Pleasanton (1,110,45)      |                             |                      |                              |                            | 121,147                        |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 121,147     |
| Total Service Charges                            | 3,432,142                   |                      |                              |                            | 22,047,514                     |                         |                                 |                               | 33,781,383       |             |                   |                 |                            |           |                     |             | 59,241,056  |
| Capacity Reserve Fees                            |                             |                      | 1,655,324                    |                            | 50,492                         |                         |                                 | 3,128,484                     | 8,803,010        |             |                   | 7,274,818       |                            | 1,029,700 |                     |             | 24,271,033  |
| Other Revenues                                   | 20,483                      |                      |                              |                            | 544,000                        |                         |                                 | 43,044                        | 43,044           | 573,221     | 746,142           | 3,875           | 1,432,000                  |           |                     |             | 4,722,185   |
| Interest   | 9,008                       | 178                  | 115,403                      | 86,147                     | 202,173                        | 176,547                 | 577,548                         | 187,304                       | 179,839          | 292,459     | 412,977           | 535,147         |                            | 819       | 21,353              | 3,797,123   |             |
| Total Revenues                                   | 3,462,453                   | 178                  | 1,790,797                    | 700,537                    | 22,872,105                     | 176,547                 | 3,706,252                       | 8,833,876                     | 34,834,043       | 1,038,421   | 3,875,056         | 9,241,764       | 1,029,700                  | 819       | 1,758,365           | 14,701,050  |             |
| Transfers In:                                    |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             |             |
| Replacement Allocations                          |                             |                      |                              |                            |                                |                         | 3,130,000                       |                               |                  |             | 5,474,488         |                 |                            |           |                     |             | 8,604,488   |
| Interfund Loan Repaid                            |                             |                      |                              |                            | 939,583                        |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 939,583     |
| Debt Service                                     |                             |                      |                              |                            |                                |                         | 3,130,000                       |                               |                  |             |                   |                 | 475,000                    |           |                     |             | 475,000     |
| Total Transfers In                               |                             |                      |                              |                            | 939,583                        |                         | 3,130,000                       |                               |                  |             | 5,474,488         |                 | 475,000                    |           |                     |             | 10,239,271  |
| Total Revenue                                    | 3,462,453                   | 178                  | 1,790,797                    | 700,537                    | 22,872,105                     | 176,547                 | 6,836,252                       | 8,833,876                     | 34,834,043       | 1,038,421   | 9,349,744         | 10,016,914      | 1,029,700                  | 819       | 1,758,365           | 14,701,050  |             |
| Operating Expenses:                              |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             |             |
| Operating:                                       |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             |             |
| Wages and Benefits                               | 2,240,285                   |                      |                              |                            | 479,051                        | 8,740,082               |                                 | 92,176                        | 4,182,769        |             |                   | 442,104         | 5,440,083                  |           |                     |             | 23,534,651  |
| Unfunded Actuarial Liability (Pension/OPFB)      | 200,874                     |                      |                              |                            | 39,524                         | 722,197                 |                                 | 7,405                         | 330,927          |             |                   | 55,554          |                            |           |                     |             | 1,556,124   |
| Staff Time Charged to Projects/JFAs              | (76,747)                    |                      |                              |                            | (5,214)                        | (114,220)               |                                 | (940)                         | (450,747)        |             |                   | (10,779)        | (12,461)                   |           |                     |             | (1,471,407) |
| Other Personnel Costs                            | 70,543                      |                      |                              |                            | 3,000                          | 593,438                 |                                 | 70,240                        | 476,904          |             |                   | 77,545          | 376,137                    | 988,919   |                     |             | 2,476,744   |
| Chemicals, Gas & Electric                        | 4,600                       |                      | 13,200                       |                            | 1,673,874                      |                         |                                 | 918,600                       |                  |             |                   | 40,000          |                            |           |                     |             | 2,462,674   |
| Other Materials                                  | 107,262                     |                      |                              | 2,000                      | 1,015,420                      |                         |                                 | 42,700                        | 830              |             | 140,400           | 402,740         |                            | 124,249   |                     |             | 2,345,401   |
| Water Purchase                                   |                             |                      |                              |                            |                                |                         |                                 | 15,944,704                    |                  |             |                   |                 |                            |           |                     |             | 15,944,704  |
| Contracts  | 147,132                     |                      | 1,000                        | 55,700                     | 1,133,010                      |                         | 500                             | 8,800                         | 2,430,113        | 1,500       | 115,800           | 1,734,780       |                            |           |                     | 1,744,750   |             |
| Other  | 22,750                      | 3,700                |                              | 280                        | 281,473                        |                         | 140                             |                               | 122,215          |             |                   | 400             |                            | 97,744    |                     |             | 734,285     |
| Contribution to JFA                              |                             |                      |                              |                            | 2,073,724                      |                         | 279,400                         |                               | 2,170,751        |             | 178,120           | 1,051,840       |                            |           |                     |             | 5,754,025   |
| Debt Service                                     |                             |                      |                              |                            | 1,444,333                      |                         |                                 |                               | 4,313,345        |             |                   | 2,765,276       |                            |           |                     |             | 8,480,977   |
| Capital Outlay                                   |                             |                      | 503,400                      |                            |                                |                         | 897,200                         |                               |                  |             | 341,800           |                 |                            |           |                     |             | 1,742,400   |
| Allocated Costs                                  | 627,772                     |                      |                              | 176,892                    | 3,234,498                      |                         | 34,044                          | 2,283,007                     |                  |             |                   | 237,100         |                            |           | (6,793,012)         |             | 76,477,802  |
| Total Operating Expenses                         | 3,564,073                   | 3,700                | 517,800                      | 755,254                    | 20,908,450                     | 3,700                   | 1,240,800                       | 4,333,300                     | 30,237,142       | 80,400      | 702,920           | 5,276,534       | 1,029,700                  | 819       | 1,744,750           | 24,778,884  |             |
| Capital Projects - Proposed Fund Limits          |                             |                      | 1,595,144                    | 39,285                     |                                |                         | 6,579,148                       | 6,579,222                     |                  |             |                   | 3,040,330       |                            |           |                     |             | 24,778,884  |
| Transfers Out:                                   |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             |             |
| Replacement Allocations                          |                             |                      |                              |                            |                                |                         | 3,130,000                       |                               |                  |             | 5,474,488         |                 |                            |           |                     |             | 8,604,488   |
| Interfund Loan Repayment                         |                             |                      |                              |                            | 939,583                        |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |             | 939,583     |
| Debt Service                                     |                             |                      |                              |                            |                                |                         | 3,130,000                       |                               |                  |             |                   |                 | 475,000                    |           |                     |             | 475,000     |
| Total Transfers Out                              |                             |                      |                              |                            | 939,583                        |                         | 3,130,000                       |                               |                  |             | 5,474,488         |                 | 475,000                    |           |                     |             | 10,239,271  |
| Total Expenses                                   | 3,564,073                   | 3,700                | 3,855,547                    | 792,517                    | 23,138,430                     | 3,700                   | 7,819,148                       | 11,875,722                    | 34,407,450       | 80,400      | 7,831,837         | 8,315,964       | 1,029,700                  | 819       | 1,744,750           | 105,815,637 |             |
| Net increase (decrease) pre RSF transfers        | (101,620)                   | (3,522)              | (1,064,750)                  | 277,700                    | (44,325)                       | 192,847                 | (102,111)                       | (1,342,044)                   | (1,975,903)      |             | (1,516,767)       | 1,701,901       |                            |           |                     | (16,160)    | (1,555,033) |
| Ending Working Capital pre RSF transfer          | 378,775                     | 5,382                | 4,485,324                    | 5,155,054                  | 9,842,333                      | 9,000,222               | 27,895,474                      | 45,903,509                    | 7,974,244        | 15,580,778  | 32,147,540        | 28,458,337      | 0                          |           |                     | 1,059,243   |             |
| RSF Transfer In (Out)                            |                             |                      |                              |                            |                                |                         |                                 |                               | 2,953,337        | (2,953,337) |                   |                 |                            |           |                     |             |             |
| Net increase (decrease) post RSF                 | (101,620)                   | (3,522)              | (1,064,750)                  | 277,700                    | (44,325)                       | 192,847                 | (102,111)                       | (1,342,044)                   | 1,088,949        | (2,928,414) | 1,518,767         | 1,701,901       |                            |           | (168,100)           | (6,353)     | (1,555,033) |
| (Estimated) Ending Working Capital June 30, 2020 | 378,775                     | 5,382                | 4,485,324                    | 5,155,054                  | 9,842,333                      | 9,000,222               | 27,895,474                      | 45,903,509                    | 10,071,961       | 12,877,241  | 32,147,540        | 28,458,337      | 0                          |           | 1,059,243           | 190,948,563 |             |

# Appendix

## FYE 2021 Consolidated Fund Balance Report

| PROPOSED<br>FYE 2021 OPERATING BUDGET            | Local Wastewater Enterprise | Local Wastewater RSF | Local Wastewater Replacement | Local Wastewater Expansion | Regional Wastewater Enterprise | Regional Wastewater RSF | Regional Wastewater Replacement | Regional Wastewater Expansion | Water Enterprise | Water RSF   | Water Replacement | Water Expansion | Administrative Cost Center | OPER      | DV Standby District | Total         |
|--|-----------------------------|----------------------|------------------------------|----------------------------|--------------------------------|-------------------------|---------------------------------|-------------------------------|------------------|-------------|-------------------|-----------------|----------------------------|-----------|---------------------|---------------|
|  | 200                         | 205                  | 210                          | 220                        | 300                            | 305                     | 310                             | 320                           | 400              | 405         | 410               | 420             | 900                        | 945       | 995                 |               |
| (Estimated) Beginning Working Capital            | 3,765,775                   | 5,352                | 4,485,324                    | 5,155,054                  | 9,842,333                      | 9,000,222               | 27,819,416                      | 46,933,209                    | 10,079,761       | 12,297,241  | 32,147,240        | 26,458,337      | 0                          | -         | 1,051,243           | 190,048,563   |
| Payment of Interest Receivable                   | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | -             |
| Draw from CERBT                                  | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | -             |
| Adjusted Working Capital                         | 3,765,775                   | 5,352                | 4,485,324                    | 5,155,054                  | 9,842,333                      | 9,000,222               | 27,819,416                      | 46,933,209                    | 10,079,761       | 12,297,241  | 32,147,240        | 26,458,337      | 0                          | 1,044,847 | 1,051,243           | 191,113,500   |
| Revenue:   |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |               |
| Zone 7 Revenue (600,1,100,10)                    | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 17,163,167       | -           | -                 | -               | -                          | -         | -                   | 17,163,167    |
| DWRD Sewer Charge (600,1,150,10)                 | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 6,878,368        | -           | -                 | -               | -                          | -         | -                   | 6,878,368     |
| DWRD Potable Revenue (600,1,150,10)              | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 5,823,746        | -           | -                 | -               | -                          | -         | -                   | 5,823,746     |
| DWRD Recycled Revenue (600,1,100,30)             | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 5,305,305        | -           | -                 | -               | -                          | -         | -                   | 5,305,305     |
| Power Charge Revenue (600,1,100,30)              | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 729,772          | -           | -                 | -               | -                          | -         | -                   | 729,772       |
| Dublin Sewer Service Charge (1,110,10)           | 3,100,760                   | -                    | -                            | -                          | 9,751,403                      | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 12,852,164    |
| San Ramon Sewer Service Charge (1,110,30)        | 720,767                     | -                    | -                            | -                          | 2,040,858                      | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 2,761,625     |
| Recambion Sewer Service Charge (1,110,15)        | -                           | -                    | -                            | -                          | 10,786,497                     | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 10,786,497    |
| Miscellaneous Revenue                            | -                           | -                    | -                            | -                          | 95,978                         | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 95,978        |
| Pretreatment/Lab Tests-DWRD (1,110,45)           | -                           | -                    | -                            | -                          | 19,542                         | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 19,542        |
| Pretreatment/Lab Tests-Recambion (1,110,45)      | -                           | -                    | -                            | -                          | 22,771,477                     | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 22,771,477    |
| Total Service Charges                            | 3,821,527                   | -                    | -                            | -                          | 36,716                         | -                       | -                               | -                             | 35,922,277       | -           | -                 | -               | -                          | -         | -                   | 36,716        |
| Capacity Reserve Fees                            | -                           | -                    | 1,203,444                    | -                          | 580,920                        | -                       | -                               | -                             | 6,970,748        | -           | 2,207,791         | 4,933,221       | -                          | -         | -                   | 17,355,008    |
| Other Revenue                                    | 20,483                      | -                    | -                            | -                          | 442,819                        | -                       | -                               | -                             | 43,043           | 580,949     | 761,084           | 3,976           | 1,474,740                  | -         | -                   | 7,214,781     |
| Interest   | 7,574                       | 108                  | 89,707                       | 103,101                    | 197,247                        | -                       | -                               | -                             | 192,045          | 201,400     | 251,947           | 443,351         | 1,029,700                  | -         | -                   | 3,784,944     |
| Total Revenue                                    | 3,847,787                   | 108                  | 1,293,353                    | 720,754                    | 23,111,543                     | 180,004                 | 2,160,867                       | 7,575,016                     | 34,704,844       | 1,013,033   | 2,254,777         | 6,377,548       | 1,029,700                  | -         | 2,098,291           | 90,707,288    |
| Transfers In:                                    |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |               |
| Replacement Allocations                          | -                           | -                    | -                            | -                          | -                              | -                       | 3,340,000                       | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 3,340,000     |
| Interfund Loan Repaid                            | -                           | -                    | -                            | -                          | 918,333                        | -                       | -                               | -                             | -                | -           | -                 | -               | 5,474,488                  | -         | -                   | 6,392,821     |
| Debt Service                                     | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | -                | -           | -                 | -               | 475,000                    | -         | -                   | 475,000       |
| Total Transfers In                               | -                           | -                    | -                            | -                          | 918,333                        | -                       | 3,340,000                       | -                             | -                | -           | -                 | -               | 5,949,488                  | -         | -                   | 10,758,301    |
| Total Revenue                                    | 3,847,787                   | 108                  | 1,293,353                    | 720,754                    | 23,111,543                     | 180,004                 | 4,280,867                       | 7,575,016                     | 34,704,844       | 1,013,033   | 2,254,777         | 6,377,548       | 1,029,700                  | -         | 2,098,291           | 101,465,589   |
| Operating Expenses:                              |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |               |
| Operating:                                       |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |               |
| Wages and Benefits                               | 2,317,085                   | -                    | -                            | 502,125                    | 9,118,233                      | -                       | -                               | 95,827                        | 6,406,888        | -           | -                 | 472,205         | 5,639,135                  | -         | -                   | 24,753,476    |
| Unfunded Actuarial Liability (Pension/OPRB)      | 202,174                     | -                    | -                            | 39,781                     | 724,872                        | -                       | -                               | 7,474                         | 533,740          | -           | -                 | 55,913          | -                          | -         | -                   | 1,544,168     |
| Staff Time Charged to Projects/IPAs              | (75,742)                    | -                    | -                            | (5,330)                    | (872,437)                      | -                       | -                               | (788)                         | (413,134)        | -           | -                 | (11,297)        | (6,408)                    | -         | -                   | (1,385,342)   |
| Other Personnel Costs                            | 71,794                      | -                    | -                            | 5,000                      | 573,545                        | -                       | -                               | 76,240                        | 487,926          | -           | -                 | 77,495          | 392,444                    | -         | -                   | 2,760,109     |
| Chemicals, Gas & Electric                        | 7,000                       | -                    | 13,200                       | 1,474,074                  | -                              | -                       | -                               | 948,400                       | -                | -           | -                 | 75,213          | -                          | 1,044,847 | -                   | 2,719,887     |
| Other Materials                                  | 101,414                     | -                    | -                            | 2,000                      | 950,641                        | -                       | 62,700                          | 4,305                         | 376,935          | -           | 136,100           | 370,740         | 122,470                    | -         | -                   | 2,144,072     |
| Water Purchase                                   | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 14,444,711       | -           | -                 | -               | -                          | -         | -                   | 14,444,711    |
| Contracts  | 145,004                     | -                    | 1,000                        | 46,730                     | 1,010,797                      | -                       | 500                             | 830                           | 2,081,531        | -           | 1,500             | 176,855         | 1,915,334                  | -         | -                   | 7,337,304     |
| Other  | 22,750                      | -                    | 4,100                        | 280                        | 292,717                        | -                       | 279,400                         | 140                           | 119,569          | -           | -                 | 178,120         | 400                        | -         | -                   | 1,040,130     |
| Contribution to IPA                              | -                           | -                    | -                            | -                          | 2,073,734                      | 4,100                   | -                               | -                             | 2,170,731        | -           | -                 | 1,051,840       | -                          | -         | -                   | 5,294,305     |
| Debt Service                                     | -                           | -                    | -                            | -                          | 1,644,414                      | -                       | -                               | -                             | 4,313,454        | -           | -                 | 2,705,270       | -                          | -         | -                   | 8,681,338     |
| Capital Outlay                                   | -                           | -                    | -                            | -                          | -                              | -                       | 406,500                         | -                             | -                | -           | -                 | 82,500          | -                          | -         | -                   | 491,000       |
| Allocated Costs                                  | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | -             |
| Total Operating Expenses                         | 2,743,334                   | -                    | 14,200                       | 189,310                    | 3,437,734                      | 4,100                   | 761,300                         | 34,129                        | 24,152,009       | 88,800      | 198,220           | 253,433         | (7,204,611)                | -         | -                   | 71,429,010    |
| Capital Projects - Proposed Fund Limits          | 3,685,037                   | 4,100                | 505,787                      | 781,874                    | 1,811,744                      | -                       | 7,387,991                       | 4,828,450                     | 31,215,211       | -           | -                 | 6,172,144       | 1,029,700                  | -         | -                   | 28,642,558    |
| Transfers Out:                                   |                             |                      |                              |                            |                                |                         |                                 |                               |                  |             |                   |                 |                            |           |                     |               |
| Replacement Allocations                          | -                           | -                    | -                            | -                          | -                              | -                       | 3,340,000                       | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 3,340,000     |
| Interfund Loan Repayment                         | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | -             |
| Debt Service                                     | -                           | -                    | -                            | -                          | 918,333                        | -                       | -                               | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 918,333       |
| Total Transfers Out                              | -                           | -                    | -                            | -                          | 918,333                        | -                       | 3,340,000                       | -                             | -                | -           | -                 | -               | -                          | -         | -                   | 4,258,333     |
| Total Expenses                                   | 3,685,037                   | 4,100                | 1,414,322                    | 743,440                    | 25,751,722                     | 4,100                   | 8,159,291                       | 11,242,211                    | 37,785,219       | 88,800      | 8,181,638         | 11,253,340      | 1,029,700                  | -         | -                   | 110,742,589   |
| Net increase (decrease) pre RSF transfers        | 161,745                     | (3,792)              | (121,769)                    | 675,424                    | (1,639,179)                    | 175,904                 | (1,878,424)                     | (3,744,143)                   | (1,605,458)      | 924,233     | 148,927           | (3,707,113)     | -                          | -         | (1,044,847)         | (144,541)     |
| Ending Working Capital pre RSF transfers         | 3,402,524                   | 1,390                | 4,337,357                    | 5,830,483                  | 7,921,754                      | 9,176,126               | 26,037,092                      | 45,137,144                    | 6,976,928        | 13,221,574  | 32,335,547        | 24,587,427      | 0                          | -         | -                   | 1,223,804     |
| RSF Transfer In (Out)                            | -                           | -                    | -                            | -                          | -                              | -                       | -                               | -                             | 1,337,809        | (1,337,809) | -                 | -               | -                          | -         | -                   | -             |
| Net increase (decrease) post RSF                 | (161,745)                   | (3,792)              | (121,769)                    | 675,424                    | (1,639,179)                    | 175,904                 | (1,878,424)                     | (3,744,143)                   | 456,919          | (1,614,618) | 148,927           | (3,707,113)     | -                          | -         | (1,044,847)         | (144,541)     |
| (Estimated) Ending Working Capital June 30, 2021 | 3,402,524                   | 1,390                | 4,337,357                    | 5,830,483                  | 7,921,754                      | 9,176,126               | 26,037,092                      | 45,137,144                    | 10,558,727       | 11,781,746  | 32,335,547        | 24,587,427      | 0                          | -         | 1,223,804           | 1,184,447,150 |