

**ADOPTED BUDGET
FISCAL YEAR 2020-2021**

**WEST VALLEY SANITATION DISTRICT
SANTA CLARA COUNTY
CALIFORNIA**

SERVING RESIDENTS OF

**CITY OF CAMPBELL
TOWN OF LOS GATOS
CITY OF MONTE SERENO
CITY OF SARATOGA
UNINCORPORATED AREA OF SANTA CLARA COUNTY**

ADOPTED BUDGET
FISCAL YEAR 2020-2021

WEST VALLEY SANITATION DISTRICT
OF SANTA CLARA COUNTY, CALIFORNIA
100 East Sunnyoaks Avenue
Campbell, California 95008

Submitted By

JON NEWBY
DISTRICT MANAGER AND ENGINEER

TO

BOARD OF DIRECTORS

PAUL RESNIKOFF	COUNCIL MEMBER, CITY OF CAMPBELL
MIKE WASSERMAN	SUPERVISOR, DISTRICT ONE SANTA CLARA COUNTY
MANNY CAPPELLO	COUNCIL MEMBER, CITY OF SARATOGA
ROWENA TURNER	COUNCIL MEMBER, CITY OF MONTE SERENO
BARBARA SPECTOR	VICE MAYOR, TOWN OF LOS GATOS

**WEST VALLEY SANITATION DISTRICT
OF SANTA CLARA COUNTY, CALIFORNIA**

ADOPTED BUDGET FOR FISCAL YEAR 2020-2021

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ESTIMATED EXPENDITURES FOR FISCAL YEAR 2019-20

AND

SUMMARY OF FISCAL YEAR 2020-21 OPERATING BUDGET

Expenditure Classification and Account Number	2019-20 EXPENDITURES		FISCAL YEAR 2020-21 ADOPTED BUDGET				
	Modified Budget	Estimated	Administration	Engineering	Sewer Operations	Sewage Disposal	Total
SALARIES AND EMPLOYEE BENEFITS							
010 Salaries	\$ 3,630,162	\$ 3,597,090	\$ 1,340,103	\$ 800,275	\$ 1,624,377	\$ -	\$ 3,764,755
020 Employee Benefits	1,766,443	3,737,187	583,801	329,104	980,973	-	1,893,878
Total Salaries and Employee Benefits	\$ 5,396,605	\$ 7,334,277	\$ 1,923,904	\$ 1,129,379	\$ 2,605,350	\$ -	\$ 5,658,633
MAINTENANCE AND OPERATIONS							
030 Directors' Fees	11,800	10,800	11,300	-	-	-	11,300
060 Gasoline, Oil & Fuel	65,000	65,000	-	-	65,000	-	65,000
070 Insurance	295,000	330,000	360,000	-	-	-	360,000
080 Memberships	39,525	33,300	33,700	3,300	2,500	-	39,500
090 Office Expense	45,600	44,900	37,000	3,300	4,700	-	45,000
100 Information Services	299,600	197,100	126,000	68,000	87,000	-	281,000
110 Contractual Services	338,220	336,019	322,792	16,500	20,500	-	359,792
111 Treatment Plant Operation	10,262,863	10,073,177	-	-	-	14,072,966	14,072,966
120 Professional Services	832,500	722,000	476,000	300,000	45,000	-	821,000
130 Printing & Public Notices	17,450	12,800	15,000	2,200	200	-	17,400
140 Rents and Leases	10,000	10,000	10,000	-	-	-	10,000
151 Repairs and Maintenance	538,750	537,300	3,500	4,800	531,500	-	539,800
170 Professional Development	103,250	71,600	28,000	23,300	47,500	-	98,800
190 Utilities	118,000	117,000	49,000	-	76,000	-	125,000
200 Miscellaneous	41,220	49,750	43,750	1,700	5,700	-	51,150
210 Revenue Bond Debt Service & COI	4,393,388	4,794,156	-	-	-	1,287,299	1,287,299
Total Maintenance and Operations	\$ 17,412,166	\$ 17,404,902	\$ 1,516,042	\$ 423,100	\$ 885,600	\$ 15,360,265	\$ 18,185,007

Expenditure Classification and Account Number	2019-20 EXPENDITURES		FISCAL YEAR 2020-21 ADOPTED BUDGET				
	Modified Budget	Estimated	Administration	Engineering	Sewer Operations	Sewage Disposal	Total
CAPITAL OUTLAY							
General Fixed Assets	\$ 331,000	\$ 283,000	\$ 5,000	\$ 15,000	\$ 805,000	\$ -	\$ 825,000
Subsurface Lines & Misc. Construction Proj.	5,598,000	2,692,500	-	5,457,500	-	-	5,457,500
Septic System Abandonment Program	810,000	200,000	-	760,000	-	-	760,000
Treatment Plant & Joint Lines	29,093,977	26,209,978	-	-	-	14,513,443	14,513,443
TOTAL CAPITAL OUTLAY	\$ 35,832,977	\$ 29,385,478	\$ 5,000	\$ 6,232,500	\$ 805,000	\$ 14,513,443	\$ 21,555,943
RESERVES							
Operating Reserve	12,276,922	13,296,682					15,037,561
Capital Reserve	6,739,000	3,175,501					7,042,500
Debt Service Reserve	448,388	414,927					1,287,299
Vehicle Replacement Reserve	817,500	805,000					752,500
UAL Pension Reserve	900,000	900,000					300,000
Undesignated Reserve	18,692,959	29,151,764					10,920,068
TOTAL RESERVES	\$ 39,874,769	\$ 47,743,874					\$ 35,339,928
SUMMARY							
Salaries & Employee Benefits	5,396,605	7,334,277	1,923,904	1,129,379	2,605,350	-	5,658,633
District Maintenance & Operations	2,755,915	2,537,569	1,516,042	423,100	885,600	-	2,824,742
Treatment Plant Operation	10,262,863	10,073,177	-	-	-	14,072,966	14,072,966
Revenue Bond Debt Service	4,393,388	4,794,156	-	-	-	1,287,299	1,287,299
Capital Outlay - General	331,000	283,000	5,000	15,000	805,000	-	825,000
Capital Outlay - Subsurface Lines	5,598,000	2,692,500	-	5,457,500	-	-	5,457,500
Capital Outlay - SSAP	810,000	200,000	-	760,000	-	-	760,000
Capital Outlay - Plant	29,093,977	26,209,978	-	-	-	14,513,443	14,513,443
TOTAL EXPENDITURES	\$ 58,641,748	\$ 54,124,657	\$ 3,444,946	\$ 7,784,979	\$ 4,295,950	\$ 29,873,708	\$ 45,399,583
TOTAL EXPENDITURES AND RESERVES	\$ 98,516,517	\$ 101,868,531					\$ 80,739,511

DETAIL OF SALARIES AND EMPLOYEE BENEFITS, FISCAL YEAR 2020-21 OPERATING BUDGET

POSITION TITLES	Administration & Info. Svc.	Engineering	Operations
District Manager and Engineer	0.35	0.30	0.35
Director of Admin./Information Services	1.00		
Senior Accountant	1.00		
Senior Account Clerk	2.00		
Account Clerk II	1.00		
Administrative Assistant II (Part Time)	0.50		
Construction Inspector II	1.00	1.00	
Assistant Engineering Technician	1.00		
Senior Engineering Technician	1.00		
Director of Engineering/Operations		0.50	0.50
Senior Civil Engineer	1.00	1.00	
Assistant Engineer		1.00	
GIS Analyst		1.00	
Student Intern		0.40	
Operations Supervisor			1.00
Senior Maintenance Leadworker			1.00
Fleet Mechanic I/II			1.00
Maintenance Leadworker (Specialized)			2.00
Maintenance Leadworker			1.00
Maintenance Worker I/II (Specialized)			3.00
Maintenance Worker Trainee/I/II			3.00
TOTAL FTEs	9.85	5.20	12.85

	Administration & Info. Svc.	Engineering	Operations	Total
TOTAL SALARIES	1,340,103	800,275	1,624,377	3,764,755
EMPLOYEE BENEFITS:				
Retirement	181,724	114,271	221,016	517,011
Workers' Compensation	3,848	2,281	37,653	43,782
Employee Group Insurance	278,909	143,846	382,870	805,625
Retiree Medical	-	-	182,870	182,870
FICA Employer Tax	94,403	53,826	126,361	274,590
OPEB Funding	24,917	14,880	30,203	70,000
TOTAL BENEFITS	583,801	329,104	980,973	1,893,878
TOTAL SALARIES AND BENEFITS	\$ 1,923,904	\$ 1,129,379	\$ 2,605,350	\$ 5,658,633

**SCHEDULE OF AVAILABLE FUNDS
AND BALANCE IN OPERATING FUND JUNE 30, 2019 AND JUNE 30, 2020**

	ESTIMATED Fiscal Year 2019-20	ADOPTED BUDGET Fiscal Year 2020-21
BALANCE IN OPERATING FUND - JULY 1	\$ 39,750,752	\$ 47,743,874
FISCAL YEAR REVENUES:		
Operating Revenues:		
Sewer Service Charges		
Collected on Tax Roll	27,573,482	29,227,891
Direct Billings	1,155,620	1,224,957
At Issuance of Permits	25,000	30,000
Hillside Rate	160,000	160,000
Total Sewer Service Charges	28,914,102	30,642,848
Fees for Other Services		
Permit and Inspection Fees	225,000	220,000
Connection Fees	1,005,000	675,000
Treatment Plant Capacity Fees	175,000	130,000
Plan Checking Fees	8,600	4,000
Total Fees for Other Services	1,413,600	1,029,000
Total Operating Revenues	30,327,702	31,671,848
Non-Operating Revenues		
Interest	484,603	290,762
Interest - Hillside	18,782	11,269
Interest - 2019 Bonds	20,000	12,000
Sewer Extension & Replacement Financing - P & I	48,019	42,088
Other	245,676	20,000
Return of O&M and Capital From City of San Jose ¹	4,546,848	947,670
Bond Proceeds	26,426,149	-
Total Non-Operating Revenues	31,790,077	1,323,789
TOTAL FISCAL YEAR REVENUES	62,117,779	32,995,637
TOTAL FUNDS AVAILABLE	101,868,531	80,739,511
FISCAL YEAR EXPENDITURES	54,124,657	45,399,583
BALANCE IN OPERATING FUND - JUNE 30	\$ 47,743,874	\$ 35,339,928

¹ Prior to fiscal year of 2017-2018, Return of O&M and Capital from the City of San Jose was credited against the fiscal year of receipt Treatment Plant expenditures.

* Account Prefix

DETAIL OF FISCAL YEAR 2020-21 OPERATING EXPENSES

Account Number	Expense Classification	45* Admin.	42* Engineering	41* Operations	43* Sewage Disposal	Total
DIRECTORS' FEES						
030-01	Board Meeting Fees	\$ 10,000	-	-	-	\$ 10,000
030-02	Miscellaneous Meetings	1,000	-	-	-	1,000
030-03	Sewer Advisory Board Fees	300	-	-	-	300
TOTAL		11,300	-	-	-	11,300
GASOLINE, OIL AND FUEL						
060-01	Vehicles and Equipment	-	-	65,000	-	65,000
TOTAL		-	-	65,000	-	65,000
INSURANCE						
070-01	General District Insurance	260,000	-	-	-	260,000
070-02	Insurance Deductible	100,000	-	-	-	100,000
TOTAL		360,000	-	-	-	360,000
MEMBERSHIPS						
080-01	American Public Works Association	2,500	-	-	-	2,500
080-04	California Association of Sanitation Agencies	20,000	-	-	-	20,000
080-05	California Water Environment Association (CWEA)	700	200	2,500	-	3,400
080-07	Santa Clara County Intergovernmental Employee Relations Service	-	-	-	-	-
080-08	SCC Spec Dist Assoc	1,500	-	-	-	1,500
080-09	American Society of Civil Engineers	-	300	-	-	300
080-11	Water Environment Federation (WEF)	-	1,400	-	-	1,400
080-12	Other	9,000	300	-	-	9,300
080-19	Water Environ. Research Federation (WERF)	-	-	-	-	-
080-20	NASSCO, NASTT, PUG Memberships	-	1,100	-	-	1,100
TOTAL		33,700	3,300	2,500	-	39,500
OFFICE EXPENSES						
090-03	Books, Manuals, Periodicals	1,500	500	400	-	2,400
090-05	Photographic Supplies	-	300	300	-	600
090-06	Postage	15,000	-	-	-	15,000
090-07	Miscellaneous Office Expense	20,000	2,500	4,000	-	26,500
090-17	County Recorder Fees	500	-	-	-	500
090-18	Engineering Field Supplies	-	-	-	-	-
TOTAL		37,000	3,300	4,700	-	45,000
INFORMATION SERVICES						
100-01	Computer Maintenance Agreements	86,000	42,000	55,000	-	183,000
100-02	Software and Training	3,000	3,000	3,000	-	9,000
100-03	Hardware Repairs & Supplies	2,000	1,000	1,000	-	4,000
100-04	Maps (County Base & Real Estate)	5,000	-	-	-	5,000
100-06	Information Technology Support	13,000	7,000	7,000	-	27,000
100-07	Email-Internet Access	9,000	5,000	5,000	-	19,000
100-08	Computer Hardware & Equipment	8,000	10,000	16,000	-	34,000
TOTAL		126,000	68,000	87,000	-	281,000

* Account Prefix

DETAIL OF FISCAL YEAR 2020-21 OPERATING EXPENSES

Account Number	Expense Classification	45* Admin.	42* Engineering	41* Operations	43* Sewage Disposal	Total
CONTRACTUAL SERVICES						
110-13	Protective Clothing	-	-	18,000	-	18,000
110-22	Drug & Alcohol Testing Program (DATCO)	-	-	1,500	-	1,500
110-24	Computer Accounting Services - B of A	30,000	-	-	-	30,000
110-35	County Collection Charges - 1% of tax roll	292,792	-	-	-	292,792
110-45	Underground Service Alert	-	16,000	-	-	16,000
110-50	Other	-	500	1,000	-	1,500
TOTAL		322,792	16,500	20,500	-	359,792
TREATMENT PLANT OPERATION						
111-01	Treatment Plant Operation	-	-	-	14,072,966	14,072,966
TOTAL		-	-	-	14,072,966	14,072,966
PROFESSIONAL SERVICES						
120-01	Accounting and Audit	15,000	-	-	-	15,000
120-02	Legal - General	400,000	-	-	-	400,000
120-05	Management/Engineering Consulting	50,000	-	-	-	50,000
120-07	Legal - Litigation	-	-	-	-	-
120-09	Misc. Civil Engineering	-	90,000	-	-	90,000
120-12	Consultant for Metering Station	-	10,000	-	-	10,000
120-18	Hydraulic Capacity Study	-	25,000	-	-	25,000
120-20	Actuarial Studies	6,000	-	-	-	6,000
120-21	Safety Management Plan	-	-	45,000	-	45,000
120-22	CIP Prioritization & Development	-	5,000	-	-	5,000
120-23	Large Sewer Inspection	-	20,000	-	-	20,000
120-24	Private Lateral Replacement Program	5,000	-	-	-	5,000
120-25	Inflow and Infiltration (I/I) Reduction Program	-	150,000	-	-	150,000
TOTAL		476,000	300,000	45,000	-	821,000
PRINTING AND PUBLIC NOTICES						
130-01	Advertising/Public Notices	10,000	-	-	-	10,000
130-02	Blueprinting & Scanning	-	2,000	-	-	2,000
130-03	Printing	5,000	200	200	-	5,400
TOTAL		15,000	2,200	200	-	17,400
RENTS AND LEASES						
140-04	Photocopy Machine	10,000	-	-	-	10,000
TOTAL		10,000	-	-	-	10,000

* Account Prefix

DETAIL OF FISCAL YEAR 2020-21 OPERATING EXPENSES

Account Number	Expense Classification	45* Admin.	42* Engineering	41* Operations	43* Sewage Disposal	Total
REPAIRS AND MAINTENANCE						
Buildings and Grounds						
151-01	Services and Repairs	-	-	75,000	-	75,000
151-02	Supplies	-	-	10,000	-	10,000
Vehicles and Equipment						
151-11	Vehicles	-	-	35,000	-	35,000
151-12	Mounted Equipment	-	-	20,000	-	20,000
151-13	Portable Equipment	-	-	8,000	-	8,000
151-14	Pump Station	-	-	15,000	-	15,000
151-15	CCTV	-	-	35,000	-	35,000
151-16	Rental Fees and Leases	-	-	2,000	-	2,000
151-17	Testing, Licensing and Fees	-	-	1,000	-	1,000
Collection System						
151-21	Services and Repair	-	-	15,000	-	15,000
151-22	Construction Materials and Supplies	-	-	10,000	-	10,000
151-23	Cleaning Tools and Parts	-	-	35,000	-	35,000
151-24	Flow Monitoring and Measurement	-	-	25,000	-	25,000
151-25	Excavation & Environmental Health Permits	-	-	1,500	-	1,500
151-26	CWC Section 13260 Annual Fees (SWRCB)	-	-	16,000	-	16,000
151-27	Contract Sewer O&M	-	-	190,000	-	190,000
Operating Supplies						
151-31	Small Shop/Field Tools	2,000	1,000	6,500	-	9,500
151-32	Shop/Field Supplies	500	-	4,000	-	4,500
151-33	Grease, Oil and Solvents	-	-	2,500	-	2,500
Safety Equipment and Supplies						
151-41	Equipment	-	3,000	7,000	-	10,000
151-42	Clothing and Gear	1,000	800	7,000	-	8,800
151-43	Confined Space Services	-	-	5,000	-	5,000
Sewer Overflow Expenses						
151-51	Cleanup and Claims	-	-	2,000	-	2,000
151-52	Water Quality Testing and Supplies	-	-	2,000	-	2,000
151-53	Lodging, Relocation and Expenses	-	-	2,000	-	2,000
TOTAL		3,500	4,800	531,500	-	539,800
PROFESSIONAL DEVELOPMENT						
170-01	Tuition Reimbursement	1,000	1,000	1,000	-	3,000
170-02	Water Environment Federation Conference	500	5,000	2,500	-	8,000
170-03	CASA Conference - Directors	3,000	-	-	-	3,000
170-04	CASA Conference - Attorney	1,500	-	-	-	1,500
170-05	CASA & CSRMA Conf. and Meetings - Staff	2,500	4,000	-	-	6,500
170-06	CWEA Conference - Manager	-	-	-	-	-
170-07	CWEA, Tri-State Conference - Staff	-	2,500	8,000	-	10,500
170-08	CWEA, APWA & ASCE Local Section	-	500	1,000	-	1,500
170-09	City Management Meetings	-	-	-	-	-
170-10	Safety Training	500	500	20,000	-	21,000
170-11	Special Districts Association Meetings	500	-	-	-	500
170-12	American Public Works Assoc. Conference	-	-	-	-	-
170-15	Miscellaneous Staff Training	10,000	4,000	12,000	-	26,000
170-16	NASTT, PUG Meetings/Conference	-	2,000	300	-	2,300
170-17	CALPERA & CALPERS	2,500	-	-	-	2,500
170-18	Lucity, ESRI & Tyler Conference	5,000	3,000	200	-	8,200
170-19	Professional Licenses & Certifications	1,000	800	2,500	-	4,300
TOTAL		28,000	23,300	47,500	-	98,800
UTILITIES						
190-01	Electricity & Gas-Office, Shop & Pump Strn.	25,000	-	2,000	-	27,000
190-03	Radio Communications/Repairs	-	-	40,000	-	40,000
190-04	Telephone	18,000	-	-	-	18,000
190-05	Trash Disposal	-	-	4,000	-	4,000
190-06	Water: Office, Shop, and Grounds	6,000	-	-	-	6,000
190-07	Water for Sewer Cleaning	-	-	30,000	-	30,000
TOTAL		49,000	-	76,000	-	125,000

* Account Prefix

DETAIL OF FISCAL YEAR 2020-21 OPERATING EXPENSES

Account Number	Expense Classification	45* Admin.	42* Engineering	41* Operations	43* Sewage Disposal	Total
MISCELLANEOUS						
200-01	Miscellaneous	500	500	500	-	1,500
200-02	Automobile Mileage Allowance	500	200	200	-	900
200-03	Refunds	40,000	-	-	-	40,000
200-04	Safety Awards	100	100	700	-	900
200-05	Employee Recognition	2,000	500	1,500	-	4,000
200-12	Physicals/Innoculations/Test HEP etc.	600	300	2,000	-	2,900
200-13	Overtime Meals	50	100	800	-	950
TOTAL		43,750	1,700	5,700	-	51,150
REVENUE BOND DEBT SERVICE						
210-02	Revenue Bond Debt Service/Water Reclam.	-	-	-	-	-
210-38	Revenue Bond Debt Service Series 2010	-	-	-	-	-
210-04	State Revolving Fund Loan	-	-	-	-	-
210-39	2019 Wastewater Tax-Exempt Revenue Bonds	-	-	-	1,287,299	1,287,299
TOTAL		-	-	-	1,287,299	1,287,299
TOTAL OPERATING EXPENSES		\$ 1,516,042	\$ 423,100	\$ 885,600	\$ 15,360,265	\$ 18,185,007

CAPITAL OUTLAY FISCAL YEAR 2020-21 BUDGET DETAIL

Account Number	Expense Classification	45*	42*	41*	43*	Total
		Admin.	Engineering	Operations	Sewage Disposal	
GENERAL FIXED ASSETS						
Property Improvements						
610-01	Miscellaneous Property Improvements	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
	Subtotal Property Improvements	-	-	100,000	-	100,000
Vehicles, Other, Furniture and Equipment						
620-10	Vehicles	-	-	600,000	-	600,000
630-01	Computer Equipment	-	-	10,000	-	10,000
630-02	Furniture & Equipment - Operations	-	-	95,000	-	95,000
630-04	Furniture & Equipment - Administration	5,000	-	-	-	5,000
630-06	Furniture & Equipment - Engineering	-	15,000	-	-	15,000
650-01	Computer Software	-	-	-	-	-
	Subtotal Vehicles, Other, Furniture and Equipment	5,000	15,000	705,000	-	725,000
	TOTAL GENERAL FIXED ASSETS	\$ 5,000	\$ 15,000	\$ 805,000	\$ -	\$ 825,000

CAPITAL OUTLAY FISCAL YEAR 2020-21 BUDGET DETAIL

Account Number	Expense Classification	45*	42*	41*	43*	Total
		Admin.	Engineering	Operations	Sewage Disposal	
SUBSURFACE LINES - REHABILITATION						
710-11	Quito Basin (Wildcat Creek Area Bn 7-3 & 7-4)	-	350,000	-	-	350,000
710-12	University Ave Trunk (Blossom Hill to Route 85)	-	7,500	-	-	7,500
710-13	LG Creek Trunk (Vasona Lake)	-	-	-	-	-
710-15	University Ave (Elm-Blossom Hill)	-	25,000	-	-	25,000
710-16	San Tomas Expwy (Old Orchard-Campbell)	-	750,000	-	-	750,000
710-17	Winchester Blvd (Knowles to Old Orchard)	-	2,750,000	-	-	2,750,000
710-18	Harrison Avenue (R/R to Hamilton)	-	-	-	-	-
710-23	Santa Rosa Esmt Sewer Realignment Ph1	-	25,000	-	-	25,000
710-24	Santa Rosa Esmt Sewer Realignment Ph2	-	-	-	-	-
710-25	Saratoga Ave ACP	-	100,000	-	-	100,000
Subtotal Subsurface Lines - Rehabilitation		-	4,007,500	-	-	4,007,500
MISCELLANEOUS CONSTRUCTION PROJECTS						
720-01	Sewer Extension Revolving Fund Projects	-	-	-	-	-
720-02	Sewer Contract Repairs	-	1,350,000	-	-	1,350,000
720-03	District Manhole Adjustments	-	100,000	-	-	100,000
Subtotal Miscellaneous Construction Projects		-	1,450,000	-	-	1,450,000
TOTAL - DISTRICT PROJECTS		-	5,457,500	-	-	5,457,500
TREATMENT PLANT AND SAN JOSE JOINT LINES						
730-01	WWTP Projects				10,393,443	10,393,443
730-03	4th Interceptor				-	-
730-04	4th Street 84" Interceptor Phase VI-A				1,620,000	1,620,000
730-05	South Bay Action Plan				-	-
730-06	Moorpark-Meridian Trunk Rehab. Phase 3				-	-
730-07	Zanker Road Interceptor Cleaning				-	-
730-08	Rincon-Virginia Sanitary Sewer Improvements				300,000	300,000
730-09	Westmont-Harriet Sanitary Sewer Improvements				2,000,000	2,000,000
730-10	Fourth Major Interceptor Ph VIIA				-	-
730-11	Bascom Ave Trunk Sewer Rehab (Jt Line)				200,000	200,000
730-12	Bascom Ave Trunk Sewer Rehab (Jt Line) - reimb.				-	-
TOTAL TREATMENT PLANT AND JOINT LINES					14,513,443	14,513,443
SEPTIC SYSTEM ABANDONMENT PROGRAM						
740-01	Septic Disposal Conversion Program		10,000			10,000
740-06	Septic Abandonment Construction Projects		-			-
740-07	Sky Oak Way SSAP Project		750,000			750,000
TOTAL SEPTIC SYSTEM ABANDONMENT PROGRAM			760,000			760,000
TOTAL CAPITAL OUTLAY		\$5,000	\$6,232,500	\$ 805,000	\$14,513,443	\$ 21,555,943

FISCAL YEAR 2019-2020 OPERATING SUMMARY AND PROJECTIONS THROUGH FISCAL YEAR 2024-25

OPERATING FUND APPROPRIATIONS	2019-20**	2020-21	2021-22	2022-23	2023-24	2024-25
Salaries and Benefits:						
Administration and General	\$ 2,523,845	\$ 1,923,904	\$ 1,991,241	\$ 2,060,934	\$ 2,133,067	\$ 2,207,724
Service Extension	1,490,246	1,129,379	1,168,907	1,209,819	1,252,163	1,295,989
Sewer Maintenance	3,320,186	2,605,350	2,696,537	2,790,916	2,888,598	2,989,699
Sub-Total	7,334,277	5,658,633	5,856,685	6,061,669	6,273,828	6,493,412
Maintenance and Operation:						
Administration and General	1,350,670	1,516,042	1,205,542	1,247,736	1,291,407	1,336,606
Service Extension	356,400	423,100	437,909	453,236	469,099	485,517
Sewer Maintenance	830,500	885,600	916,596	948,677	981,881	1,016,247
Sewage Disposal	10,073,177	14,072,966	11,367,370	11,765,228	12,177,011	12,603,206
Debt Service	4,794,156	1,287,299	1,285,113	1,287,213	1,284,013	1,285,613
Sub-Total	17,404,903	18,185,007	15,212,530	15,702,090	16,203,411	16,727,189
Capital Outlay:						
General Fixed Assets	283,000	825,000	489,875	298,271	513,960	530,199
Subsurface Lines	2,692,500	5,457,500	5,825,000	2,650,000	5,575,000	5,650,000
Septic System Abandonment	200,000	760,000	10,000	10,000	10,000	10,000
Treatment Plant & Joint Lines	26,209,977	14,513,443	7,816,336	19,758,490	5,457,590	8,198,123
Sub-Total	29,385,477	21,555,943	14,141,211	22,716,761	11,556,550	14,388,322
TOTAL EXPENDITURES	54,124,657	45,399,583	35,210,426	44,480,520	34,033,789	37,608,923
RESERVES						
Operating Reserve	13,296,682	15,037,561	13,189,401	13,651,031	14,128,817	14,623,325
Capital Reserve	3,175,501	7,042,500	6,324,875	2,958,271	6,098,960	6,190,199
Debt Service Reserve	414,927	1,287,299	1,285,113	1,287,213	1,284,013	1,285,613
Vehicle Replacement Reserve	805,000	752,500	920,000	1,050,000	1,012,500	975,000
UAL Pension Reserve	900,000	300,000	600,000	900,000	1,200,000	1,200,000
Undesignated Reserve	29,151,764	10,920,068	\$12,669,653	\$7,517,570	\$7,019,884	\$6,320,142
Sub-Total	47,743,874	35,339,928	34,989,042	27,364,085	30,744,174	30,594,279
TOTAL BUDGET	101,868,531	\$80,739,511	\$70,199,468	\$71,844,605	\$64,777,963	\$68,203,202
RESOURCES						
Fund Balance at July 1,	\$ 39,750,752	\$ 47,743,874	\$35,339,928	\$ 34,989,042	\$ 27,364,085	\$ 30,744,174
Service Charges*	28,914,102	30,642,848	32,481,419	34,430,304	34,946,759	34,946,759
Sewer Extension & Replacement Financing	48,019	42,088	21,206	21,206	14,985	11,092
Other Income	6,729,509	2,310,701	2,356,915	2,404,053	2,452,134	2,501,177
Bond Proceeds	26,426,149	-	-	-	-	-
TOTAL RESOURCES	\$101,868,531	\$80,739,511	\$70,199,468	\$71,844,605	\$64,777,963	\$68,203,202

*Rate Increase: 6.0% 6.0% 6.0% 6.0% 1.5% 0.0%

* FY 2021 - FY 2024 Projected Rate

** FY 2019-20 Estimated

APPENDIX A

CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2020-2025

FY 2020-2025
CAPITAL IMPROVEMENT PROGRAM

	<u>2019-20</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>5-Year Total</u>
	<i>Modified Budget</i>	<i>Estimated</i>	<i>Adopted Budget</i>	<i>Forecasts</i>	<i>Forecasts</i>	<i>Forecasts</i>	<i>Forecasts</i>	<i>Forecasts</i>
CONSTRUCTION PROJECTS								
<u>1. Wastewater Treatment Plant</u>								
WWTP Projects	\$ 21,328,977	\$ 21,328,977	\$ 10,393,443	\$ 5,653,771	\$ 14,869,925	\$ 6,198,025	\$ 7,153,558	\$ 44,268,722
Equipment replacement	-	-	-	144,565	144,565	144,565	144,565	578,260
Subtotal WWTP Contributions:	<u>\$ 21,328,977</u>	<u>\$ 21,328,977</u>	<u>\$ 10,393,443</u>	<u>\$ 5,798,336</u>	<u>\$ 15,014,490</u>	<u>\$ 6,342,590</u>	<u>\$ 7,298,123</u>	<u>\$ 44,846,982</u>
<u>2. Joint Trunk Sewer Projects</u>								
Fourth Interceptor (Rehab IIB & IIIB)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4th Street 84" Interceptor Phase VI-A*	1,450,000	585,000	1,620,000	1,620,000	811,000	-	-	4,051,000
Rincon-Virginia Sanitary Sewer Improvements	4,315,000	3,390,000	300,000	-	-	-	-	300,000
Westmont-Harriet Sanitary Sewer Improvement	2,000,000	906,000	2,000,000	150,000	-	-	-	2,150,000
Fourth Major Interceptor Ph VIIA	-	-	-	150,000	535,000	900,000	900,000	2,485,000
Bascom Ave Trunk Sewer Rehab (Jt Line)	-	-	200,000	200,000	3,500,000	-	-	3,900,000
Bascom Ave Trunk Sewer Rehab (Jt Line) - Reimb.	-	-	-	(102,000)	(102,000)	(1,785,000)	-	(1,989,000)
Subtotal Joint Trunk Sewer Participation:	<u>\$ 7,765,000</u>	<u>\$ 4,881,000</u>	<u>\$ 4,120,000</u>	<u>\$ 2,018,000</u>	<u>\$ 4,744,000</u>	<u>\$ (885,000)</u>	<u>\$ 900,000</u>	<u>\$ 10,897,000</u>
Total San Jose Projects:	<u>\$ 29,093,977</u>	<u>\$ 26,209,977</u>	<u>\$ 14,513,443</u>	<u>\$ 7,816,336</u>	<u>\$ 19,758,490</u>	<u>\$ 5,457,590</u>	<u>\$ 8,198,123</u>	<u>\$ 55,743,982</u>
<u>3. District Sewer Rehabilitation Program</u>								
Quito Basin (Wildcat Creek Area Bn 7-3 & 7-4)	\$ 350,000	\$ 150,000	\$ 350,000	\$ 2,500,000	\$ 500,000	\$ -	\$ -	\$ 3,350,000
University Ave ACP (Blossom Hill to Route 85)	123,000	165,000	7,500	-	-	-	-	7,500
University Ave (Elm - Blossom Hill)	475,000	125,000	25,000	-	-	-	100,000	125,000
San Tomas (Old Orchard - Campbell)	300,000	100,000	750,000	1,750,000	-	-	-	2,500,000
Winchester Blvd (Knowles - Old Orchard)	2,900,000	150,000	2,750,000	-	-	-	-	2,750,000
Harrison Avenue (R/R to Hamilton)	-	-	-	-	-	125,000	75,000	200,000
Campbell Downtown Ph 1 (2nd to Winchester)	-	-	-	-	-	125,000	75,000	200,000
Campbell Downtown Ph 2 (1st to Harrison)	-	-	-	-	-	-	125,000	125,000
Leigh Basin 3 Area 2	-	-	-	-	-	150,000	150,000	300,000
Santa Rosa Esmt Sewer Realignment Ph1	50,000	7,500	25,000	50,000	75,000	300,000	-	450,000
Saratoga Ave ACP	-	-	100,000	100,000	300,000	3,000,000	-	3,500,000
Quito Rd Capacity Improvement (Sobey to Rt 85)	-	-	-	-	150,000	250,000	3,500,000	3,900,000
Subtotal District Sewer Rehabilitation:	<u>\$ 4,198,000</u>	<u>\$ 697,500</u>	<u>\$ 4,007,500</u>	<u>\$ 4,400,000</u>	<u>\$ 1,025,000</u>	<u>\$ 3,950,000</u>	<u>\$ 4,025,000</u>	<u>\$ 17,407,500</u>
* Previously named 60" Brick Interceptor.								

FY 2020-2025
CAPITAL IMPROVEMENT PROGRAM

	<u>2019-20</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>5-Year Total</u>
	<i>Modified Budget</i>	<i>Estimated</i>	<i>Adopted Budget</i>	<i>Forecasts</i>	<i>Forecasts</i>	<i>Forecasts</i>	<i>Forecasts</i>	<i>Forecasts</i>
CONSTRUCTION PROJECTS								
<u>4. Septic System Abandonment Program</u>								
Septic Disposal Conversion Program	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
Septic System Abandonment Program	-	-	-	-	-	-	-	-
Sky Oak Way SSAP Project	800,000	200,000	750,000	-	-	-	-	750,000
Subtotal SSAP Program:	<u>\$ 810,000</u>	<u>\$ 200,000</u>	<u>\$ 760,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 800,000</u>
<u>5. Miscellaneous Construction Projects</u>								
SERF Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Contract Repairs	1,350,000	1,900,000	1,350,000	1,350,000	1,550,000	1,550,000	1,550,000	7,350,000
District Manhole Adjustments	50,000	95,000	100,000	75,000	75,000	75,000	75,000	400,000
Subtotal Miscellaneous Construction:	<u>\$ 1,400,000</u>	<u>\$ 1,995,000</u>	<u>\$ 1,450,000</u>	<u>\$ 1,425,000</u>	<u>\$ 1,625,000</u>	<u>\$ 1,625,000</u>	<u>\$ 1,625,000</u>	<u>\$ 7,750,000</u>
NON-CONSTRUCTION CAPITAL								
Vehicles, Furniture & Equipment	\$ 231,000	\$ 233,000	\$ 725,000	\$ 439,875	\$ 248,271	\$ 463,960	\$ 480,199	\$ 2,357,305
Property Improvements	100,000	50,000	100,000	50,000	50,000	50,000	50,000	300,000
Subtotal Non-Construction Capital:	<u>\$ 331,000</u>	<u>\$ 283,000</u>	<u>\$ 825,000</u>	<u>\$ 489,875</u>	<u>\$ 298,271</u>	<u>\$ 513,960</u>	<u>\$ 530,199</u>	<u>\$ 2,657,305</u>
TOTAL CAPITAL OUTLAY:	\$ 35,832,977	\$ 29,385,477	\$ 21,555,943	\$ 14,141,211	\$ 22,716,761	\$ 11,556,550	\$ 14,388,322	\$ 84,358,787

APPENDIX B

SEWER SERVICE REVENUE PROGRAM

**WEST VALLEY SANITATION DISTRICT
SANTA CLARA COUNTY, CALIFORNIA**

**ADOPTED
REVENUE PROGRAM
FOR
SEWERAGE SERVICES**

FISCAL YEAR 2020-2021

**APRIL, 2020
PREPARED BY JON NEWBY
DISTRICT MANAGER AND ENGINEER**

SEWER SERVICE REVENUE PROGRAM

Ordinance No. 149, establishing sewer service charges for fiscal years 2018-2019 through fiscal year 2022-2023, was adopted by the Board of Directors of West Valley Sanitation District on April 10, 2019, after a public hearing is held in accordance with provisions of Article XIID, Section 6 of the California Constitution, otherwise known as Proposition 218. Sewer service and use charges for residential and non-residential connections are shown on the following pages.

The sewer service and use charges pay for the operation, maintenance and improvements of the sanitary sewer system that conveys wastewater through the sewer system to the San Jose-Santa Clara Regional Wastewater Facility (Treatment Plant). The sewer service charges also support the District's share of operation and maintenance of the treatment plant and associated environmental protection programs required to meet Federal and State water quality permits for protection of the South San Francisco Bay. The sewer service charges and fees are based on financial projections and a rate analysis prepared for the District by an independent consultant, and is sufficient for cost recovery requirements.

Questions about the sewer service charge schedule may be directed to:

Jon Newby, District Manager and Engineer
West Valley Sanitation District of Santa Clara County
100 East Sunnoaks Avenue
Campbell, CA 95008
408-378-2407
jnewby@westvalleysan.org

SEWER SERVICE AND USE CHARGE

The adopted Sewer Service and Use Charge rate structure for Fiscal Year 2020-2021 charges users of sewerage service in West Valley Sanitation District on the benefit received principle, in conformance with the FINANCIAL PLAN AND REVENUE GUIDELINES FOR WASTEWATER AGENCIES adopted by the California State Water Resources Control Board. The rates were computed to recover projected costs in Fiscal Year 2020-2021 for the following:

- a. District's share of operation and maintenance of the San Jose-Santa Clara Regional Wastewater Facility;
- b. Plant improvements, equipment replacement, and modification;
- c. Maintenance and operation of District wastewater collection and conveyance system;
- d. Collection system maintenance equipment and construction;
- e. General administrative services;
- f. Extension of service of collection system; and
- g. General and unappropriated reserves.

Residential Sewer Service and Use Charge rates are based on an average wastewater discharge volume. Commercial, institutional, and grouped industry premises Sewer Service and Use Charge rates are based on 15 classifications of wastewater strengths and charged per hundred cubic feet of potable water consumed from the previous calendar year. Adjustments of potable water consumption are made to qualifying properties to minimize the effects of landscape irrigation or other water usage which does not discharge into the sanitary sewer system.

The Sewer Service and Use Charges are outlined in *Schedule A* below and are collected by the Santa Clara County Department of Tax and Collections on property tax bills under the Sanitary Sewer Service section. Some properties, such as those used for government operations, are billed directly by the District.

Premises that have been deemed significant users, as defined by the State Water Resources Control Board, with wastewater discharge volume in excess of 50,000 gallons and/or with varying degrees of wastewater strength per day, are billed quarterly. The charge for significant users is based on their use category; adjusted potable water consumption; and wastewater strength monitored, as deemed appropriate, from samples collected during the billing period. The following rates are imposed.

<u>Significant Users Rate Element</u>	<u>% Increase from Previous FY</u>	<u>Annual Rate</u>
Flow (per million gallons per day)	5.9%	\$4,844
Biochemical Oxygen Demand (per 1,000 lbs)	5.6%	\$606
Suspended Solids (per 1,000 lbs)	13.0%	\$618
Ammonia (per 1,000 lbs)	18.8%	\$4,136

A Hillside Zone Additional Sewer Rate, \$8.33 a month, is charged to properties in the District's Hillside Zone. This rate recovers the additional sewer system repair and replacement costs due to failures caused by land subsidence or erosion that occurs in the hillside zone; and is collected on the hillside zone properties tax bill.

SEWER CONNECTION FEE

The purpose of the sewer connection fee, established by Ordinance No. 149, is to recover the costs associated with replacement and rehabilitation of District sanitary sewer lines. The fee is collected when a connection is made to the District's sewer system or when a significant change in use is made to an existing connection. Residential connection fees are outlined in *Schedule A* below. Non-residential premises sewer connection fees are based on standard engineering practices estimated average daily flow with the following imposed rate.

<u>Non-Residential Rate Element</u>	<u>% Increase from Previous FY</u>	<u>Rate</u>
Flow (per gallon per day)	24.5%	\$19.88

Examples of non-residential connection fees are outlined in *Schedule B* below.

TREATMENT PLANT CAPACITY FEE

The purpose of the treatment plant capacity fee, established by Ordinance No. 149, is to recover the costs associated with the District's purchase of wastewater treatment plant capacity in the San Jose-Santa Clara Regional Wastewater Facility. The fee collected when a connection is made to the District's wastewater collection system or when a change in use results in need for additional treatment plant capacity. Residential premises treatment plant capacity fees are outlined in *Schedule A* below. Non-residential premises treatment plant capacity fees are based on the wastewater strength and standard engineering practices estimated average daily flow with the following imposed rates.

<u>Non-Residential Element of Rate</u>	<u>% Increase from Previous FY</u>	<u>Rate</u>
Flow (per gallon per day)	20.1%	\$6.99
Biochemical Oxygen Demand (per pound per day)	10.4%	\$403.66
Suspended Solids (per pound per day)	10.4%	\$272.03
Ammonia (per pound per day)	10.4%	\$1,468.66

Examples of non-residential treatment plant capacity fees are outlined in *Schedule B* below.

SCHEDULE A

Summary of rates and fees applied to all residential and commercial/non-residential

Use Type	Sewer Service & Use Charge (Ord. Code Ch. 10.060)			Sewer System Connection Fee (Ord. Code Ch. 10.090)	Treatment Plant Capacity Fee (Ord. Code Ch. 10.120)
	% Increase from Previous FY	Monthly Rate	Annual Rate		
Single-Family Residence	5.6%	\$51.63	\$619.56	\$10,786	\$1,642
Townhouse / Condominium	5.6%	\$51.63	\$619.56	\$10,786	\$1,642
Multi-Family Premises Unit	7.9%	\$38.35	\$460.20	\$8,351	\$1,271
Mobile Home Park Premises	3.2%	\$33.58	\$402.96	\$6,727	\$1,024
Accessory Dwelling Unit*	3.2%	\$33.58	\$402.96	\$6,727	\$1,024
(per HCF H ₂ O used)					
Restaurant	7.6%	\$10.76		Based on flow characteristics See Schedule B for example fees	Based on flow and discharge characteristics See Schedule B for example fees
Hotel/Motel	6.7%	\$5.45			
Hospitals and Convalescent Homes	7.5%	\$5.18			
Schools / Churches	3.4%	\$5.79			
Service Station / Repair Shops	5.5%	\$5.59			
Domestic Laundry	6.7%	\$4.76			
Retail/Office/Misc.	3.0%	\$5.09			
Winery	6.0%	\$15.99			
Printing Works	4.2%	\$7.00			
Machinery Manufacturing	4.2%	\$7.36			
Electrical Equipment Manufacturer	4.0%	\$4.94			
Film Service	0.0%	\$4.61			
Plating Works	0.9%	\$4.33			
Industrial Laundry	3.3%	\$9.65			
Car Wash	6.7%	\$4.29			

*Maximum fee amounts listed. Fee per drainage fixture unit (13 or less units): \$511.16 for Sewer System Connection Fee and \$73.53 for Treatment Plant Capacity Fee

SCHEDULE B

Estimated sewer connection fee and treatment plant capacity fee for various types of connections

Use Type	Typical Connection Fee	Typical Treatment Plant Capacity Fee
Full Service Restaurant (2,300 sq. ft.)	\$47,552.96	\$28,321.88
Fast Food Restaurant (1,000 sq. ft.)	\$17,892.00	\$10,656.22
Coffee Shop (1,500 sq. ft.)	\$8,349.60	\$4,972.90
Donut Shop (1,500 sq. ft.)	\$11,928.00	\$7,104.15
Market – Grocery (15,000 sq. ft.)	\$56,658.00	\$33,744.71
Small Retail Store (1,300 sq. ft.)	\$1,886.61	\$733.73
Office - General (1,800 sq. ft.)	\$5,009.76	\$1,948.37
Medical Office – Doctors (12,500 sq. ft.)	\$62,125.00	\$25,756.98
Gas Station (4,000 sq. ft., 4 pair pumps)	\$15,904.00	\$6,584.98
Laundromat (10 machines)	\$99,400.00	\$39,028.91
Hotel/Motel with Dining (50 rooms)	\$119,280.00	\$46,389.80
Hospital (85 beds)	\$388,654.00	\$161,135.66
Convalescent Home (20 beds)	\$51,688.00	\$21,429.81