



Operating and Capital Improvement Budget

Fiscal Year 2022-2023



San Bernardino Municipal Water Department
TRUSTED, QUALITY SERVICE SINCE 1905

909.384.5141



www.sbmwd.org



1350 South E St. San Bernardino, CA

Water Board

PRESIDENT: TONI CALLICOT

COMMISSIONERS:

WAYNE HENDRIX

DAVID E. MLYNARSKI

RIKKE V. JOHNSON

THOMAS BRICKLEY

Management

MIGUEL J. GUERRERO, P.E.
GENERAL MANAGER

ROBIN L. OHAMA
DEPUTY GENERAL MANAGER

JENNIFER L. SHEPARDSON
DIRECTOR OF ENVIRONMENTAL & COMPLIANCE

KEVIN T. STEWART, P.E.
DIRECTOR OF WATER RECLAMATION

STEVE R. MILLER
DIRECTOR OF WATER UTILITY

CYNTHIA J. MOUSER
DIRECTOR OF FINANCE



Water Department History

The City of San Bernardino Municipal Water Department (Department) was formed in 1905 under the Charter of the City of San Bernardino and is governed by the Water Board made up of five commissioners who are appointed by the Mayor and Council of the City of San Bernardino. The City Charter gives the Water Board responsibility "to oversee and manage the City's water supply, recycled water, wastewater collection and treatment functions in accordance with State Law." The Department operates two enterprise funds: The Water Utility Enterprise Fund and the Sewer Utility Enterprise Fund. Water and Sewer Collection services encompass most of the City and nearby county areas. East Valley Water District services approximately 20% of the city in the east end. Sewer treatment service encompasses all of the City of San Bernardino, the City of Loma Linda, the former Norton Air Force Base, Patton State Hospital, and portions of the City of Highland serviced by East Valley Water District.



“ *Mission Statement*

To meet the needs of the community by providing sustainable, high-quality water supply and wastewater services in the most professional, environmentally responsible, and cost-effective manner possible.

”

Key-Value Statements

- Provide the highest level of customer service to our community.
- Responsibly establish necessary rates in the most cost-effective manner.
- Provide the highest quality water and wastewater services.
- Provide responsible stewardship of our resources and our environment.
- Require ethical business practices.
- Foster a strong, positive organizational culture and promote staff development.

Sbnuwd's Strategic Planning

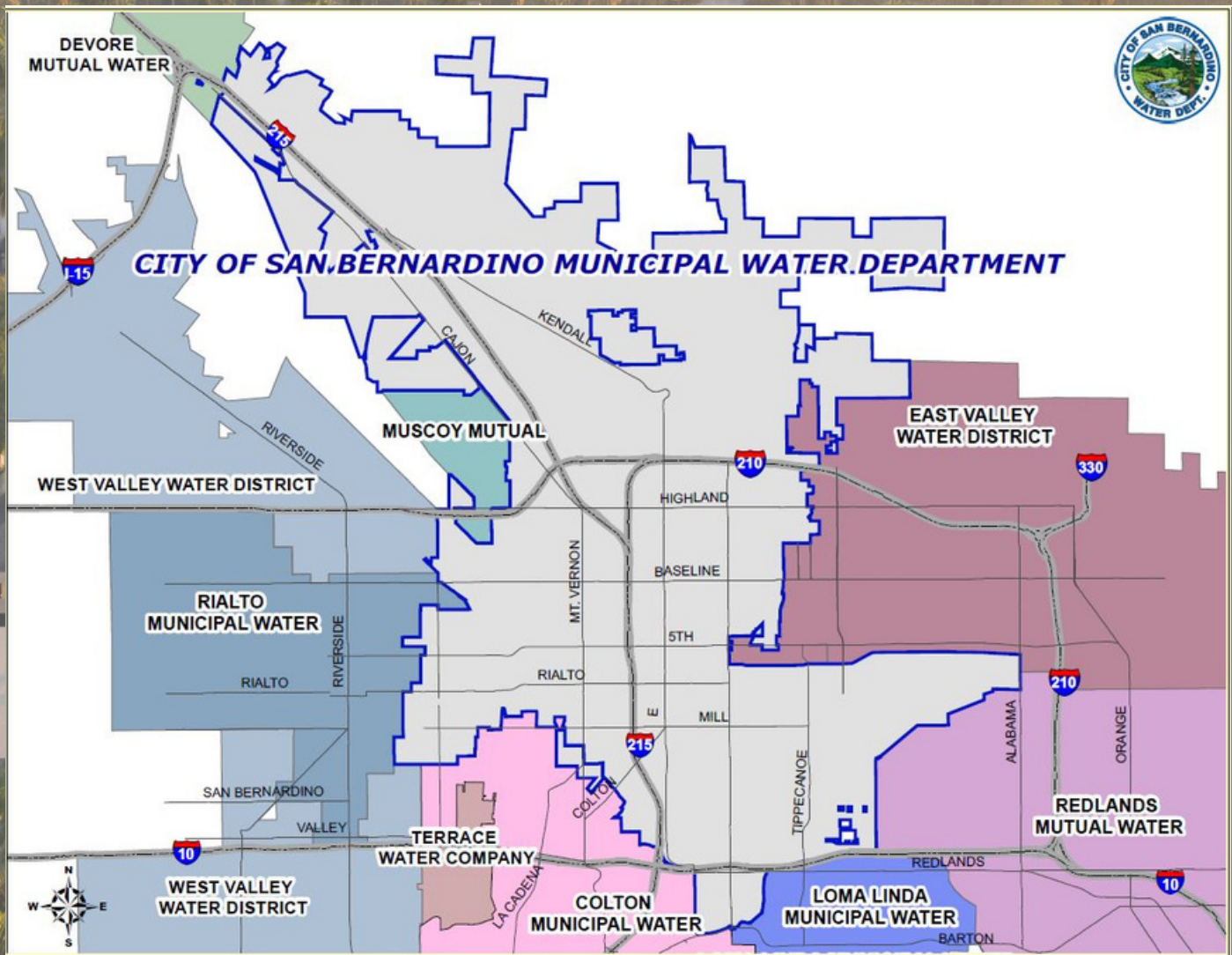
Targets

1. Organizational Development
2. Infrastructure/Efficiencies
3. Customer Service/Public Relations
4. Relationships/Partnerships
5. Fiscal Responsibility

Goals

1. Strengthen culture and morale; maintain consistency across sections.
2. Address recruitment and retention issues; take steps to become an "Employer of Choice."
3. Provide staff development and training leading towards improved knowledge performance, and streamlined succession planning.
4. Address the Department's aging infrastructure.
5. Address the impact of regulatory requirements.
6. Address technology to maintain or increase efficiencies.
7. Address water supply sustainability.
8. Meet and exceed internal and external customer expectations including responsiveness and timeliness.
9. Take steps to improve Department branding and address concerns regarding the Department/City's reputation and perceived instability.
10. Collaborate with the City.
11. Collaborate with ratepayers and the community.
12. Collaborate with regional partners.
13. Conduct rate setting.
14. Address the department's reserve policy and funding.

Service Boundary



Budget Process



JULY-AUGUST

PLANNING: EVALUATE PREVIOUS BUDGET YEAR PROCESSES; DISCUSS IMPROVEMENTS; PLAN FOR NECESSARY PROCESS REVISIONS

SEPTEMBER- DECEMBER

PREPARATION: DEADLINES; CREATE SALARY ASSUMPTIONS MEMO INCLUDING CPI, PERS, AND ESTIMATED MERIT INCREASES; UPDATE SECTION ORGANIZATION CHARTS AND PERSONNEL; POPULATE PRIOR YEAR ACTUAL EXPENSES, CURRENT BUDGET, AND PROJECTED EXPENSES

JANUARY-FEBRUARY

FOCUS: DISTRIBUTE BUDGET PACKETS; DIVISION STAFF TO UPDATE CURRENT YEAR PROJECTIONS AND PROPOSED BUDGET AMOUNTS; REVIEW PROPOSED CAPITAL PROJECTS

MARCH-MAY

ACTION: ASSEMBLY AND WORKSHOPS; RETURN COMPLETED WORKSHEETS BY CALENDAR DEADLINES; COMPILE AND AUDIT SUBMITTED BUDGET INFORMATION; DIVISION DIRECTOR'S REVIEW; MAKE ADJUSTMENT AND RECOMMENDATIONS; GENERAL MANAGER REVIEW OF COMPLETED BUDGET WITH STAFF

JUNE

FINAL STEP: PRESENTATION TO WATER BOARD; DISCUSSION, ADOPTION, AND IMPLEMENTATION OF APPROVED BUDGET

California Society of Municipal Finance Officers

Certificate of Award

Operating Budget Meritorious Award Fiscal Year 2021-2022

Presented to the

City of San Bernardino Municipal Water Department

For meeting the criteria established to achieve the CSMFO Meritorious Award in Budgeting.

February 28, 2022



Marcus Pimentel

Marcus Pimentel
CSMFO President

Michael Manno

Michael Manno, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

BUDGET TRANSMITTAL LETTER

To: Water Board, The Department Rate Payers, Mayor and City Council

From: Miguel J. Guerrero, P.E., General Manager 

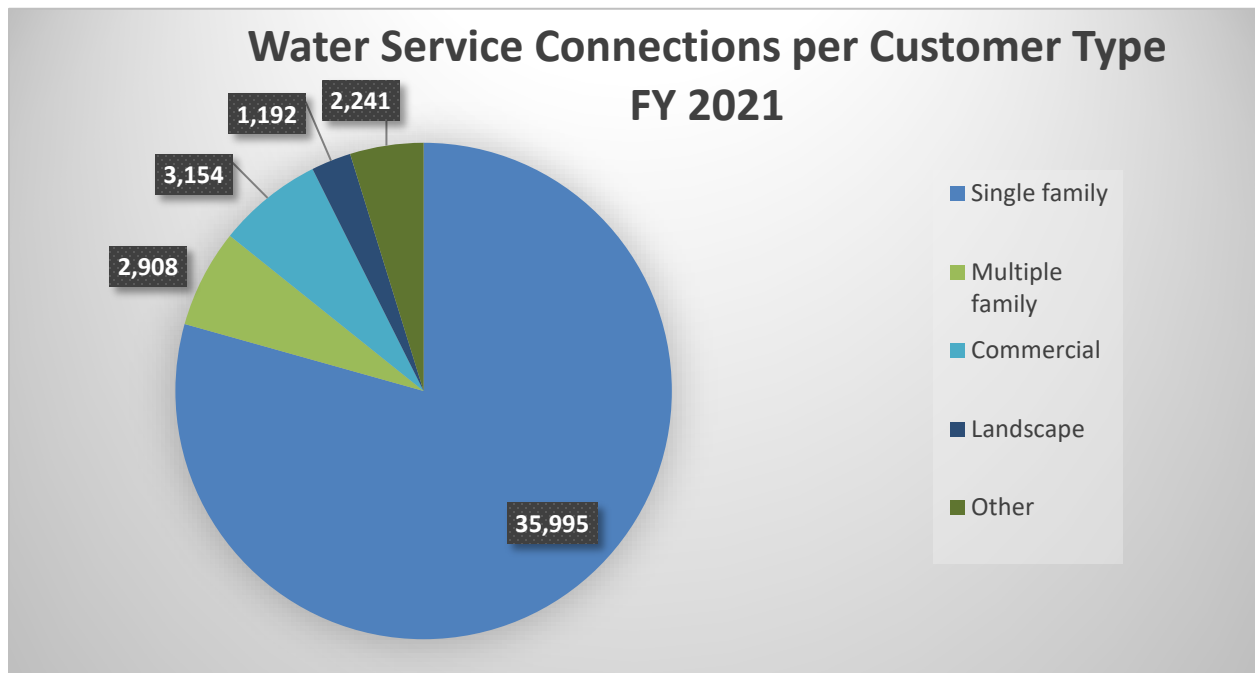
Subject: Budget Transmittal Letter for Fiscal Year 2022-2023

Date: June 14, 2022

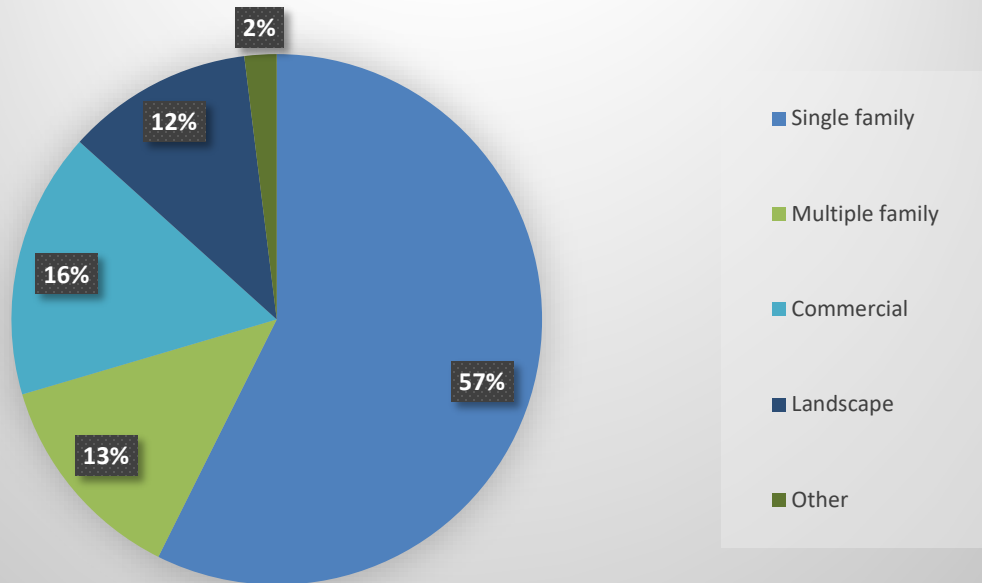
I am pleased to transmit to you the attached Budget for the Fiscal Year 2022-2023 for the San Bernardino Municipal Water Department (“Department”). I am also pleased to offer this Transmittal Letter, which is intended as a summary and overview of the information provided in greater detail within the Budget Document.

Department Overview

The Water Utility produces over 12 billion gallons of water annually, with over 85% sold to residential customers. As shown in the following charts, in 2021, 79% of the water connections and 57% of the Water Utility’s service revenues pertained to single-family residential customers.

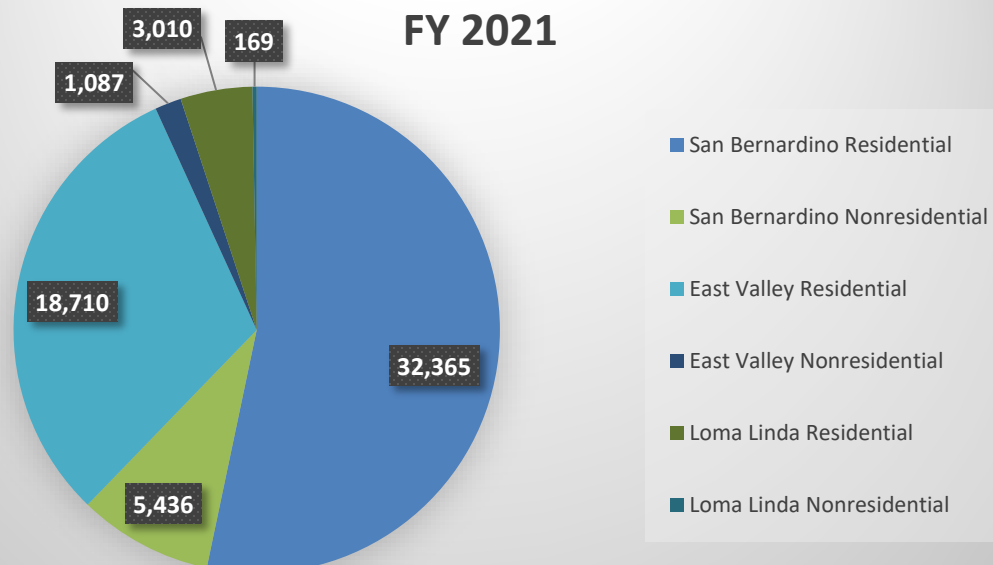


Water Service Revenue by User Type FY 2021

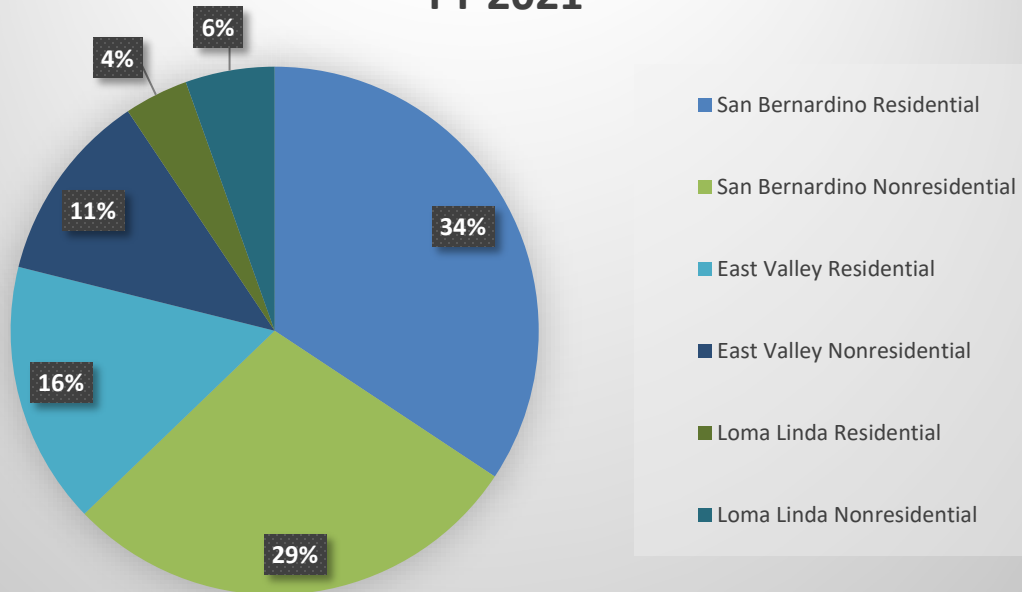


The Sewer Treatment Utility services over approximately 61,000 connections with service provided to the residents of San Bernardino as well as to residents of the cities of Highland and Loma Linda through a Joint Powers Agreement (JPA). The Sewer Utility also provides tertiary treatment for the City of Colton, through another JPA that operates the Rapid Infiltration and Extraction (RIX) facility. The charts below display the breakdown of both connections and revenues.

Sewer Treatment Connections per Customer Type FY 2021

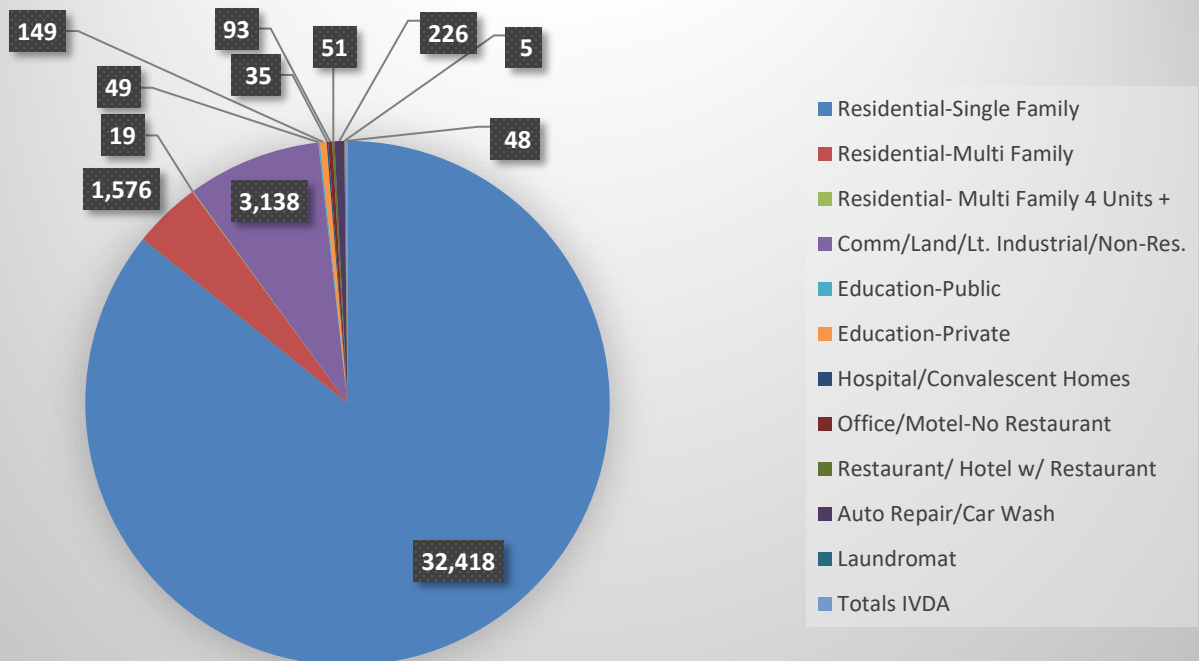


Sewer Treatment Revenue by User Type FY 2021

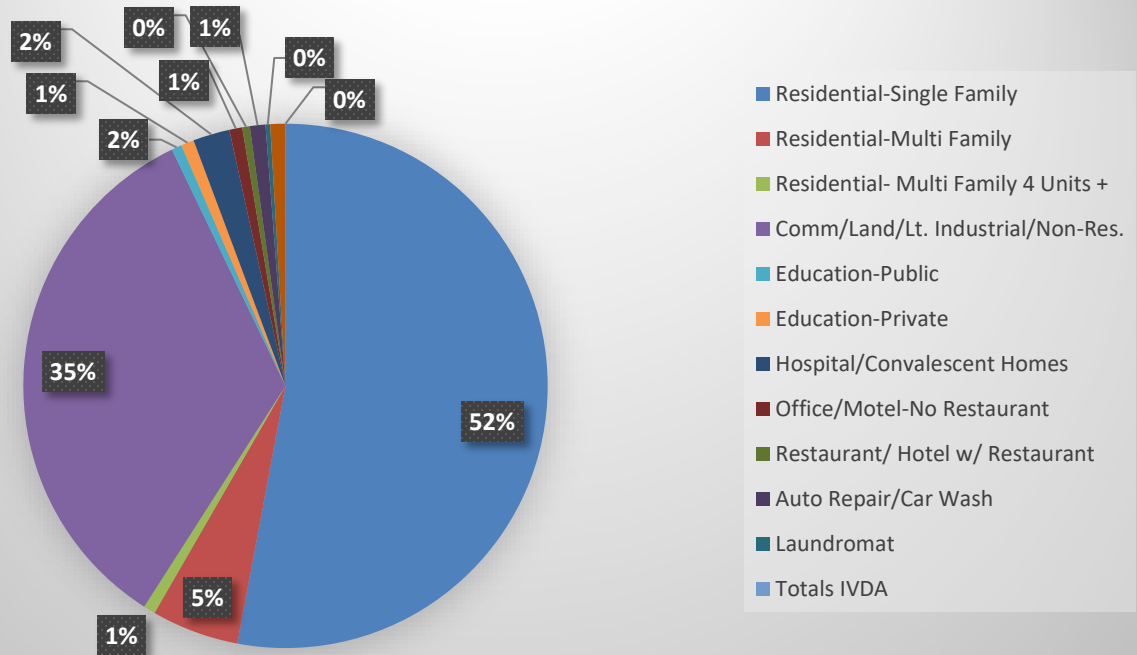


The Sewer Collection system supports approximately 38,000 customers in the City of San Bernardino. As shown in the following charts, in FY 2021, 86% of the sewer collection connections and 52% of the sewer collection's service revenues pertained to single-family residential customers.

Sewer Collection Connections by User Type 2021

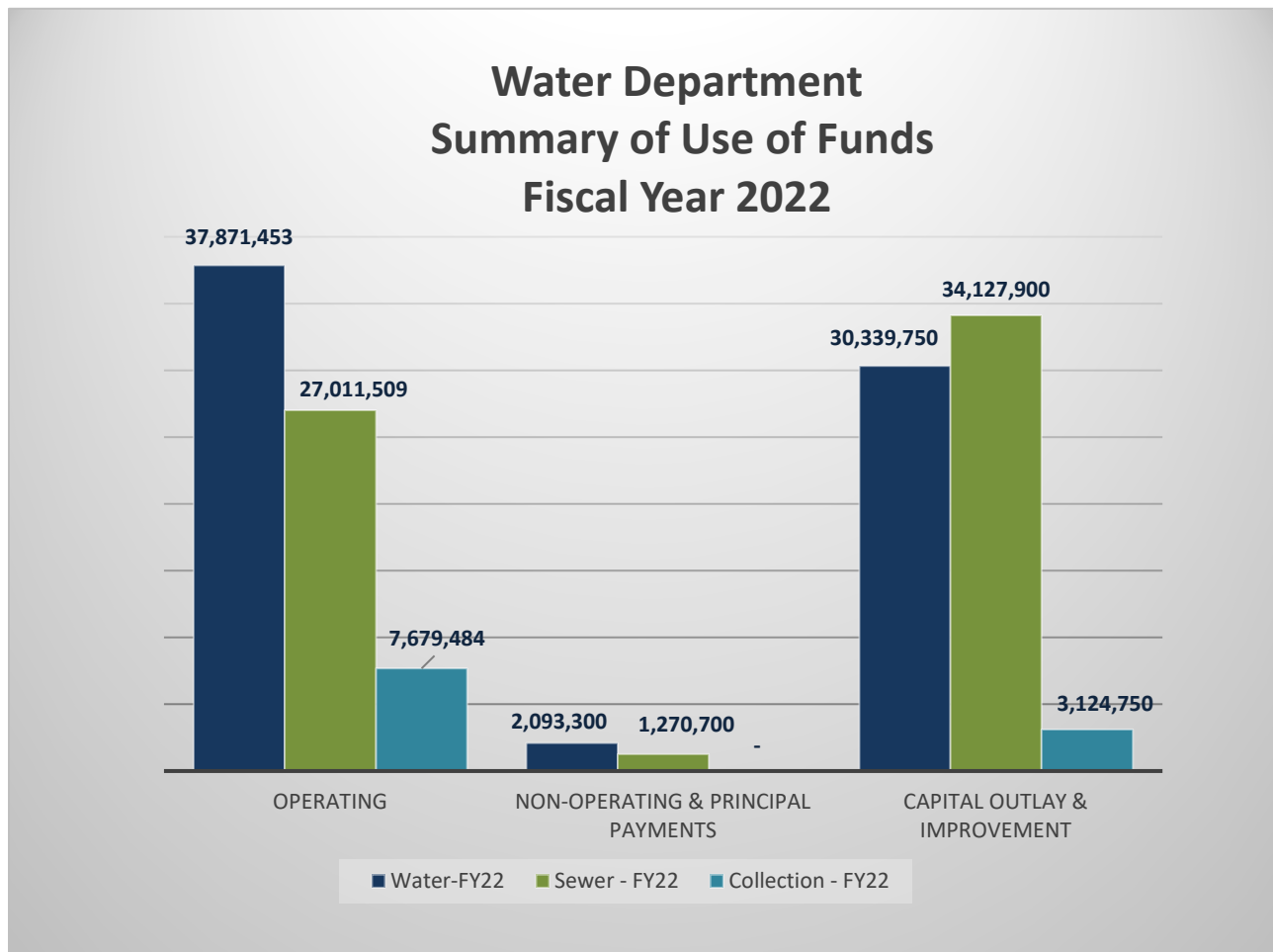


Sewer Collection Revenue by User Type 2021



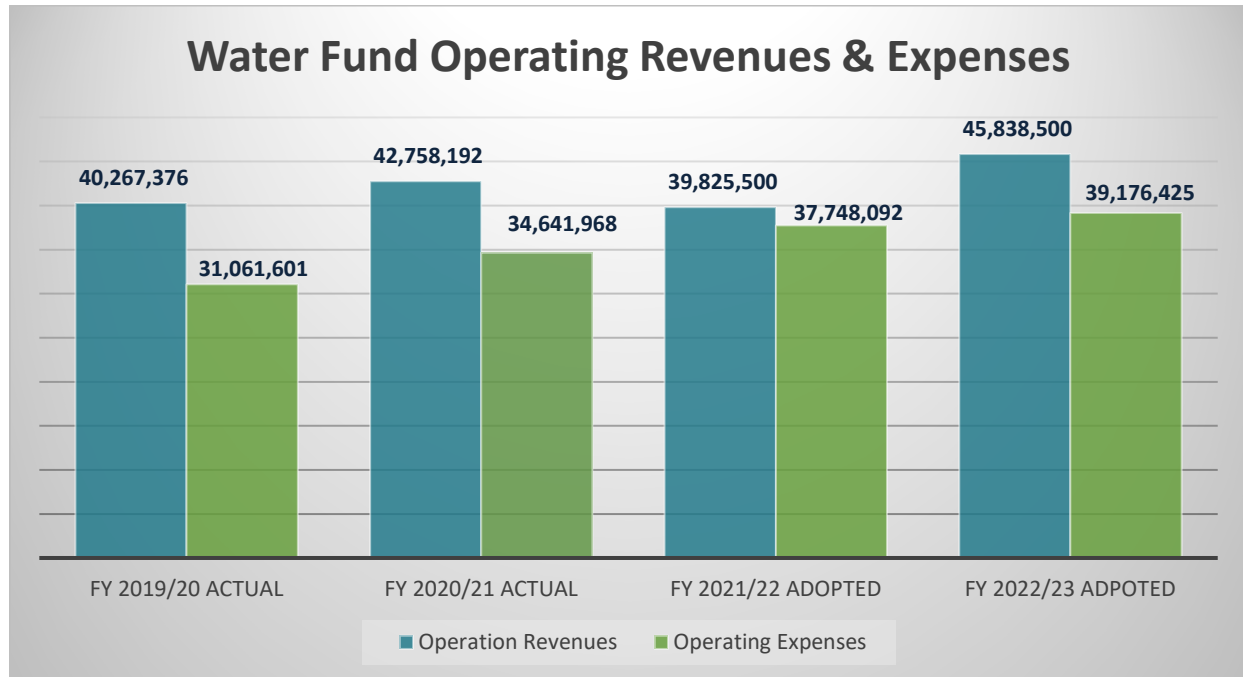
Overall Budget Review and Analysis

The Fiscal Year 2022-23 budget includes estimates for the Department's Water and Sewer Funds. The sewer treatment and sewer collection funds were combined in FY 2022-23 to create the Sewer Fund. Operating expenses for the Water and Sewer Funds were comparable to the prior-year budget. The table below shows the breakdown of the use of funds by category for Fiscal Year 2021-22. As shown below, the budgets for all funds are primarily composed of operating and capital expenditures.



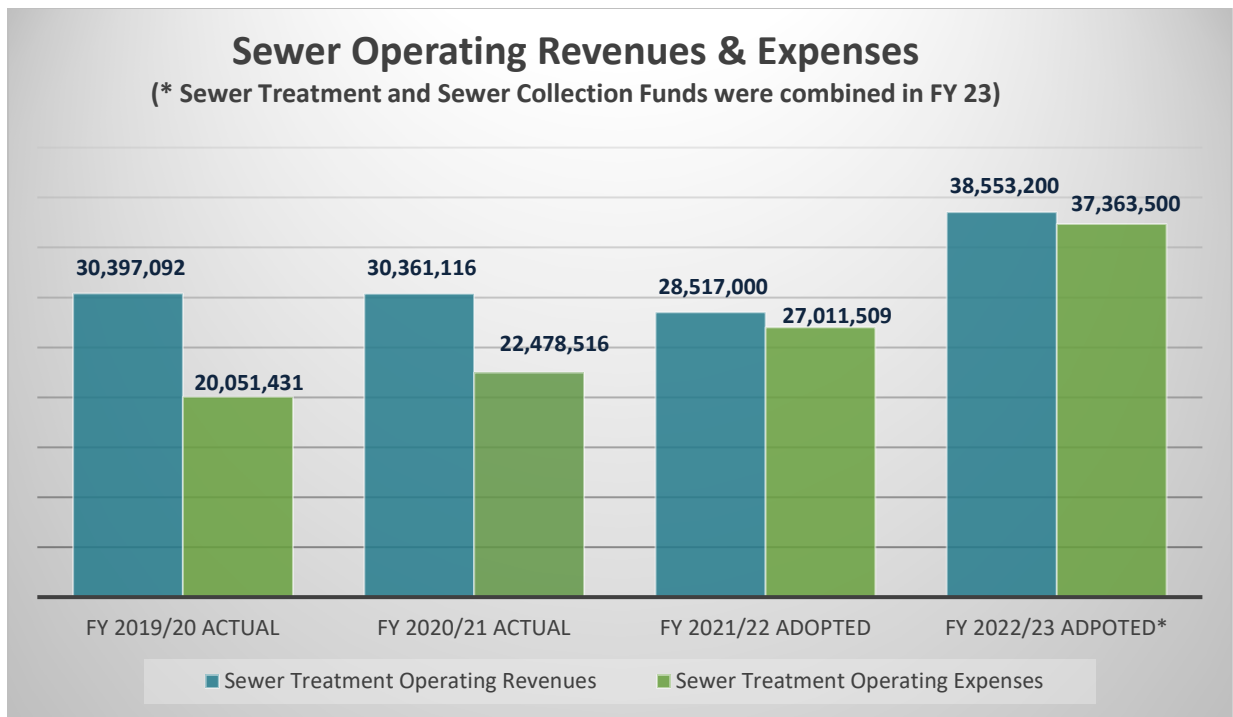
Water Fund:

Water Fund operating revenues are anticipated to increase from the prior year adopted budget. The water department conducted a rate study that was adopted by the Board on March 8, 2022. The initial water rate increase of 6% occurred on April 1, 2022 with additional increases occurring annually starting July 1, 2022 until July 1, 2025. Expenses budgeted in FY 22-23 increased due to a rise in costs for goods and materials.



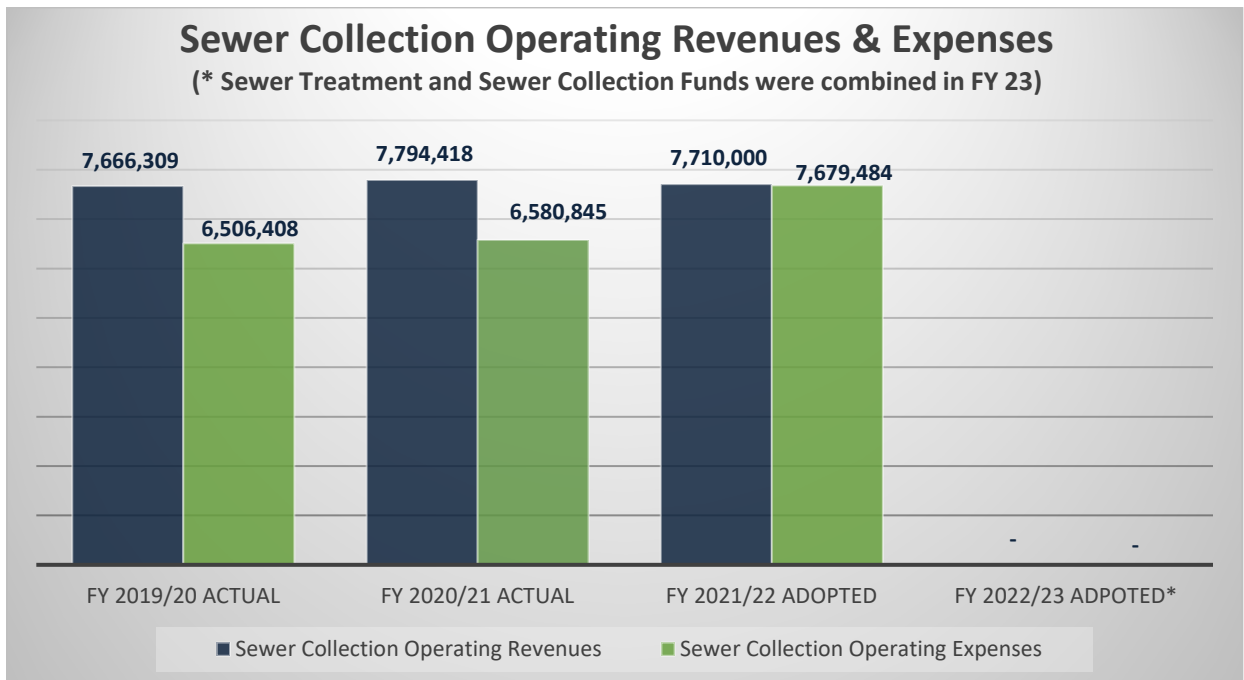
Sewer Fund:

The sewer treatment and sewer collection funds were merged to the Sewer Fund in the FY 2022-2023 budget. These funds were combined in the rate study to have one rate for sewer treatment and sewer collection. The Sewer Fund's rates were increased as a result of the rate study adopted by the Board on March 8, 2022. The initial sewer rate increase of 11% occurred on April 1, 2022 with additional increases occurring annually starting July 1, 2022 until July 1, 2025. Although the Department adopted a rate study with an increase in the sewer rate, Sewer Fund operating revenues are anticipated to decrease in FY 22-23 due to the departure of sewer flows from East Valley no longer being treated by the Department. Expenses budgeted in FY 22-23 increased due to a rise in costs for goods and materials.



Sewer Collection Fund:

The sewer collection fund was combined with the sewer treatment fund in FY 23. The information below is only for historical purposes.



Basis of Budget and Accounting

The Department reports its activities as enterprise funds, which are used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the Department is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Revenues and expenses are recognized on the accrual basis. Revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period incurred, regardless of when the related cash flow takes place.

Water Utility Fund – The Water Utility Enterprise Fund (Water Utility) is used to account for the operations of the Department’s water system and related revenues and expenses. The Water Utility system or infrastructure includes groundwater wells, underground transmission and distribution mains, pumping stations, and reservoirs.

Sewer Utility Fund – The Sewer Utility Enterprise Fund is used to account for the operations of the City’s wastewater treatment system and sewer collection system including the related revenues and expenses. The Sewer system includes the Primary, Secondary, and Tertiary treatment of the sewage collected by the City of San Bernardino. The Tertiary Treatment is shared in part with the City of Colton. The Sewer collection system includes 467 miles of sewer mains, as well as manholes, and lift stations throughout the City.

Budget Control, Amendments, Approval Process

The Department has an established policy to allow for amendments to its operating and capital improvement budgets to accommodate modifications to the Memoranda of Understanding with employee groups, acceptance of federal, state, or local grants, revisions to currently funded programs or other revisions as approved by the General Manager and/or the Board.

Administrative amendments under \$25,000 that occur within the same fund, division or section budget without an increase of total budget allocation are initiated by the respective Division Director, reviewed by the Director of Finance and approved by the General Manager.

Capital improvement amendments for projects previously approved by the Board may be approved by the General Manager provided they do not increase the division’s overall capital budget. In the event the priority of an optional project rises to a level requiring funding, the General Manager has authority to reallocate its funds from another project within the same funding group.

Legislative amendments are those that require Board approval: those that increase budget allocation; transfer funds from reserves to operating or construction budgets; increase overall capital improvement budget within a division; increase personnel budgets; or exceed \$25,000.

Reserve Policy

Operating Reserve:

This reserve is established to ensure adequate cash flow to meet day-to-day expenses and ensure that short-term variances do not affect the day-to-day operations of the Department. Funding is derived from current revenues and budget transfers. Target balances shall be 45 days of the operating expense budget for all enterprise funds.

Rate Stabilization Reserve:

This reserve is established to offset revenue risk associated with low service demand years. Should revenues not be sufficient to fund expenses, this reserve normalizes revenues without the need to increase rates. Should revenues exceed expenses, this reserve is replenished. Staff shall identify cost reduction areas to reduce expenses before use of this reserve. Funding is derived from current revenues or transfers from other reserves as authorized by the Board. Target balances shall be twenty percent (20%) of budgeted sales for all enterprise funds.

Emergency Replacement Reserve:

This reserve is established to minimize the impact of unforeseen fixed asset and operating expenditures. Use of these funds shall be limited to significant capital asset acquisitions, repairs and improvements, and emergency operating costs. Target balances for the Department's enterprise funds shall be two percent (2%) of the total book value of capital assets from the previous fiscal year. If the reserve balance falls below the target level, appropriate action shall be recommended by the Board. The Board shall have authority over the use of these funds. In the event of an emergency, the General Manager shall have authority but is required to report the emergency expenditures to the Board at the next regularly scheduled meeting of the Board following the emergency event.

Capital Replacement Reserve:

This reserve supports the Department's ongoing capital replacement program. Balances may be relatively high to support future capital expenditures and relatively low during periods of high investment. Funding originates from current revenues, acquisitions fees, capacity fees and excess revenues provided other reserve funds are not impaired. Target balances will depend upon capital project needs, based upon a rolling five-year average of projects funded with Department funds, excluding projects funded through debt, grants or other external funding. The target balance shall be assessed on an annual basis as part of the budgeting process to adjust for emerging capital needs. Use of Capital Replacement Reserves is approved as part of the annual budgeting process. The Board may also authorize transfers and use of reserve funds on an as-needed basis.

Debt and Other Externally Restricted Reserves:

These restricted reserves shall be funded according to the agreements imposing said restrictions. No amounts set aside for these restricted reserves shall be available for designation to other reserves, and amounts shall be used per their permitted use.

Reserve Reporting:

Reserve balances will be reviewed by Department staff and the Board during the preparation and approval of the Annual Operating and Capital Improvement Budget.

Management Challenges and Opportunities

Local Economic Conditions and Outlook

The Water Department (“Department”) has been able to maintain a positive economic outlook and mitigate inflationary costs, a reduction in sewer revenue and drought regulations through the long-term financial planning. A rate study was conducted in FY 21-22 that recommended an increase to the Department’s water and sewer rates. As a result of the study the water Board adopted a 4-year rate increase for the water and sewer funds effective April 1, 2022. The remaining increases are effective annually starting July 1, 2022 through July 1, 2025. These newly adopted rate structures and increases will allow for better revenue stability for the Department as costs increase and drought is a major concern for the State. The Department was also able to recover approximately \$1.5 million from the California Arrearage Payment Program for customer delinquencies related to the COVID-19 Pandemic (“Pandemic”).

The City of San Bernardino (“the City”) continues to recover from the downturn in the economy caused by the Pandemic. The City’s unemployment rate is 4.8¹ as of September 2022, which is reduced from a rate of 9.4% at the same time in 2021. The City has received funds from the American Recovery Act that will help stimulate economic growth in the area. The City has given the Department approximately \$5 million from the American Recovery Act funds to fund the Department’s Lead Service Lateral capital project. Development within the City continues, which has resulted in several new projects for the Department.

The May 2021 Inland Empire Regional Intelligence Report published by the University of California Riverside’s Center for Economic Forecasting and Development notes that the Inland Empire’s labor market has fully recovered from the Pandemic. The unemployment rate for the Inland Empire is 3.7% as of summer 2022, which is lower than the pre-Pandemic rate of 4.1% in February of 2020. The job market in the Inland Empire’s transportation and warehousing sector has been boosted due to the increase in e-commerce during the Pandemic. Over 60,300 local jobs were added to the transportation and warehousing sector in the Inland Empire since February 2020. Other sectors like professional, scientific, and technical services, administrative support, retail trade, and financial activities have had significant job gains as well. Wages in the Inland Empire grew 2.3% from the third-quarter 2020 to the third quarter of 2021; wages in San Bernardino County grew 1.7%, which trails California’s wage growth of 4.2% overall. Most of the slow wage growth in the Inland Empire is attributed to adding positions in low-paying industries such as leisure and hospitality and retail trade. As noted in the Regional Intelligence Report, the Inland Empire region continues to be one of the fastest growing areas in Southern California, mostly due to the affordable housing offered in the area. The median single-family home price in the Inland Empire rose 19.4% from the first quarter of 2021 to the first quarter of 2022 bringing the median single-family home price to \$544,000 which is lower than Los Angeles, Orange and San Diego counties. The housing market is expected to slow down as inflation is driving up mortgage rates and making home ownership less affordable.

¹ State of California, Employment Development Department, Labor Market Information, <http://www.labormarketinfo.edd.ca.gov/>

California's water supply continues to be a concern due to drought conditions and conservation measures. In May of 2022 the State Water Resources Control Board adopted emergency regulations to expand water conservation actions across the state. The statewide regulations ban watering of ornamental turf at commercial, industrial, and institutional properties. In addition to the watering ban of non-functional turf, the regulations require all California water supplier to implement conservation actions under Level 2 of their Water Shortage Contingency Plans. The Department continues to be in Stage 2A of its Water Shortage Contingency Plan, where customers are limited to watering outdoors three days per week for fifteen minutes per station. The Department also adopted an option to implement a drought surcharge rate to assist in revenue recovery if drought regulations decrease the Department's revenue significantly. State Water Project allocations have also been reduced in response to the state's sustained drought conditions. The Department is not affected by the State Water Project allocation as the primary source of water for the Department is local ground water.

Capital Construction

The Water Utility continues to concentrate on retrofitting and upgrading existing facilities to current design standards and Uniform Building Codes, as well as replace aging pipelines, wells and plant facilities. The Sewer Treatment Utility and Sewer Collection Utility are working from their recently completed Master Plans. The Sewer Treatment Utility has an extensive list of compliance-related construction requirements over the next several years and is also rehabilitating facilities and designing/constructing various projects to increase efficiencies within the plant. The Sewer Collection Utility is prioritizing the necessary projects identified in the Sewer Collection Master Plan and budgeting accordingly. The Sewer Collection Utility capital projects will significantly increase over the next 3-5 years.

Rates

The Department conducted a rate study in FY 2022 that resulted in an increase in the Department's water and sewer rates over the next 4 years. The rate study simplified the Department's water rate, combined sewer treatment and sewer collection into one rate, added a drought surcharge rate and updated the private fire line rates. The new rates were adopted by the Board at the March 8, 2022 public hearing. The new rates are effective April 1, 2022 with subsequent annual increases effective July 1, 2022 through July 1, 2025.

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FISCAL YEAR 2022-2023

Executive Summary



San Bernardino Municipal Water Department
Fiscal Year 2022-2023 Budget Summary

	Water	Sewer
Beginning Reserves as of July 1, 2022	\$ 49,239,819	\$ 82,840,580
Operating Revenues	45,838,500	38,553,200
Capital Contributions	6,381,000	2,460,000
Proceeds from Borrowing/Grants	26,801,000	8,100,000
Non-Operating Revenues	3,438,500	590,300
Total Funds Available	131,698,819	132,544,080
Operating Expenses	39,176,425	37,363,500
Non-operating Expenses	2,900	3,000
Debt Service	2,994,200	1,966,100
Capital Outlay - Equipment & Vehicles	4,135,000	2,861,000
Capital Outlay - Operations & Maintenance	3,370,000	1,398,000
Carryover Capital Projects	26,882,000	22,949,550
New Capital Projects	17,290,000	12,825,000
Labor Portion of Capital Projects	(550,500)	-
Ending Reserves as of June 30, 2023	\$ 38,398,794	\$ 53,177,930
Reserves based on Board-approved policy:		
Operating Reserve	\$ 4,829,970	\$ 4,606,459
Rate Stabilization Reserve	8,942,000	7,710,640
Emergency Replacement Reserve	6,251,203	4,048,136
Capital Replacement Reserve	11,416,886	22,379,710
Ending Target Reserve Balance	\$ 31,440,059	\$ 38,744,945
Remaining Reserve Balance Available	\$ 6,958,735	\$ 14,432,985

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
BUDGET SUMMARY
FISCAL YEAR 2022-2023**

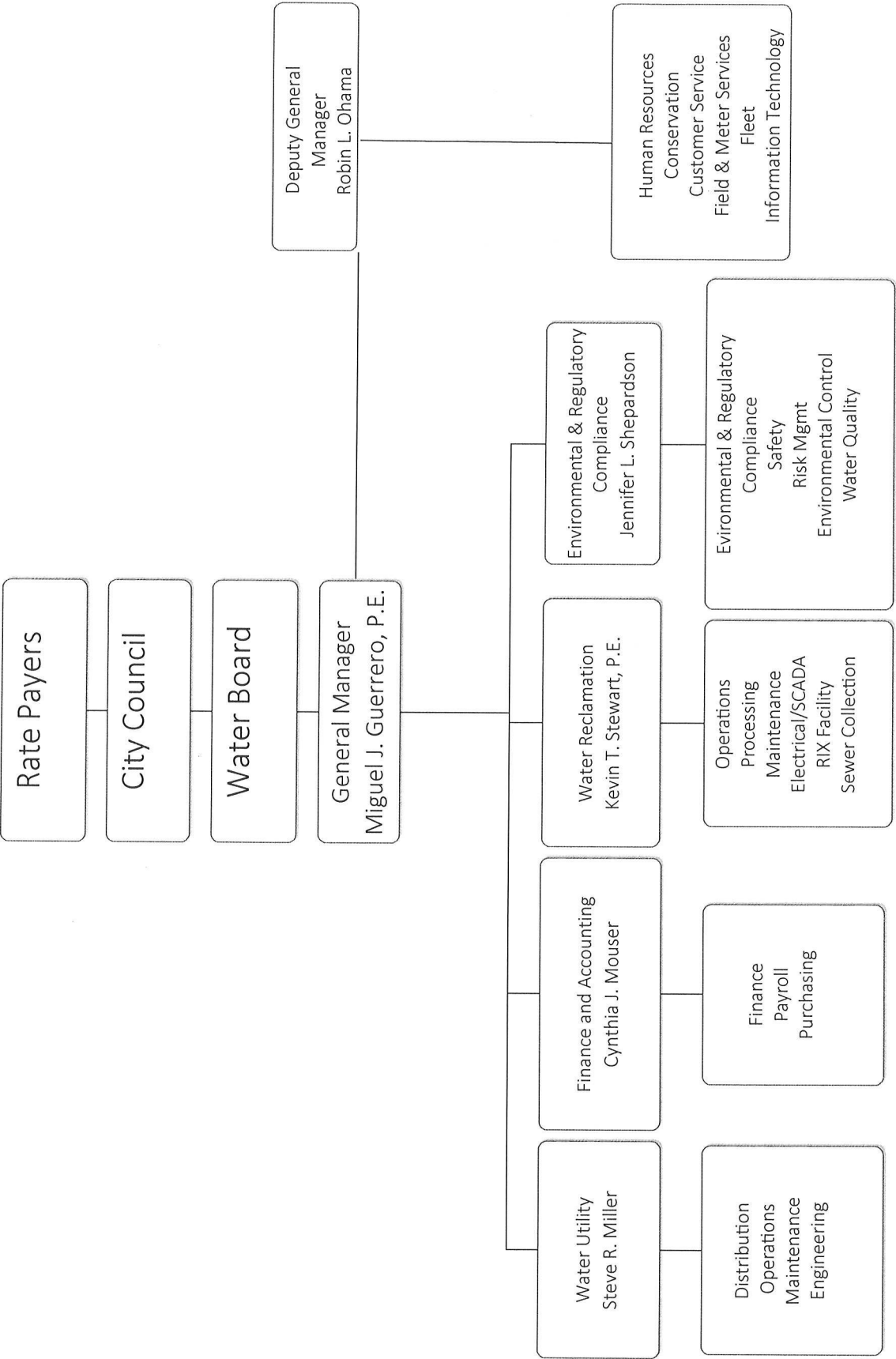
	WATER FUND	SEWER FUND	TOTAL SBMWD	RIX FUND
<u>SOURCES OF FUNDS</u>				
<u>Revenues:</u>				
Operating Revenue	\$ 45,838,500	\$ 38,553,200	\$ 84,391,700	\$ 7,586,205
Non-operating Revenue	3,438,500	590,300	4,028,800	-
Capital Contributions	6,381,000	2,460,000	8,841,000	-
Total Revenues	55,658,000	41,603,500	97,261,500	7,586,205
<u>Other Sources of Funds:</u>				
Debt Proceeds	11,201,000	8,100,000	19,301,000	
State Revolving Fund (SRF) Loan Proceeds	8,500,000	-	8,500,000	
Grants	7,100,000	-	7,100,000	-
Total Other Sources of Funds	26,801,000	8,100,000	34,901,000	-
Total Sources of Funds	82,459,000	49,703,500	132,162,500	7,586,205
<u>USE OF FUNDS</u>				
<u>Expenses:</u>				
Operating Expenses:				
Administrative Division	15,442,661	12,313,776	27,756,437	1,689,585
Operations Divisions	24,683,134	25,803,475	50,486,609	3,906,620
Total Operating Expenses	40,125,795	38,117,251	78,243,046	5,596,205
Less: Capitalized Overhead and Labor	(949,370)	(753,751)	(1,703,121)	-
Total Operating Expenses, Net	39,176,425	37,363,500	76,539,925	5,596,205
Non-operating Expenses	2,047,100	1,234,100	3,281,200	-
Total Expenses	41,223,525	38,597,600	79,821,125	5,596,205
<u>Other Uses of Funds:</u>				
Principal Payments on Debt Service	950,000	735,000	1,685,000	-
Capital Outlay (Operations & Maintenance)	3,370,000	1,398,000	4,768,000	110,000
Capital Outlay (Equipment & Vehicles)	3,733,000	2,861,000	6,594,000	-
Capital Improvement Projects - Carryovers	26,882,000	22,949,550	49,831,550	240,000
Capital Improvement Projects - New Projects	17,290,000	12,825,000	30,115,000	1,450,000
Capital Improvement Projects - Labor Portion	(550,500)	-	(550,500)	190,000
Capital Improvement Projects - Equipment	402,000	1,225,000	1,627,000	-
Total Other Uses of Funds	52,076,500	41,993,550	94,070,050	1,990,000
Total Use of Funds	93,300,025	80,591,150	173,891,175	7,586,205
Net Transfer To/(From) Reserves	\$ (10,841,025)	\$ (30,887,650)	\$ (41,728,675)	\$ -

SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SUMMARY OF BEGINNING AND ENDING FUND BALANCES BY FUND

Fund	Estimated Working Capital Balance as of 7/1/22	Add Estimated Resources			Less: Budget Requirements				Estimated Working Capital Balance as of 6/30/23	45 days of Annual Operating Expenses*
		Revenue	Other Sources of Funds	Total Resources	Current Operations	Capital Outlay	Debt Service	Capital Improvements		
Water	100	49,239,819	26,801,000	82,459,000	(39,176,425)	(4,135,000)	(2,997,100)	(46,991,500)	(93,300,025)	4,829,970
Sewer Treatment	200	82,840,580	8,100,000	49,703,500	(37,363,500)	(2,861,000)	(1,969,100)	(37,172,550)	(79,366,150)	4,606,459
Total Department		\$ 132,080,399	\$ 34,901,000	\$ 132,162,500	\$ (76,539,925)	\$ (6,996,000)	\$ (4,966,200)	\$ (84,164,050)	\$ (172,666,175)	\$ 9,436,429

* Government Finance Officers Association recommends a minimum of 45 days of operating expenses as a target for working capital.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ORGANIZATION



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
PERSONNEL COSTS SUMMARY BY SECTION AND FUND
FISCAL YEAR 2022-2023**

	WATER FUND	SEWER TREATMENT FUND	RIX FUND	TOTAL
Administrative Division				
Water Board	\$ 46,943	\$ 46,943	\$ -	\$ 93,886
Administration	370,816	463,519	92,704	927,039
Environmental and Regulatory Compliance	554,595	693,243	138,649	1,386,487
Human Resources	240,865	199,964	13,634	454,463
Finance and Accounting	746,824	746,824	165,961	1,659,608
Information Technology	445,699	623,979	44,570	1,114,249
Purchasing	291,626	408,276	29,163	729,065
Fleet	344,938	206,963	22,996	574,897
Customer Relations	293,389	73,347	-	366,736
Water Conservation and Public Affairs	166,703	46,677	8,891	222,270
Customer Service	1,497,631	374,408	-	1,872,039
Billing and Collections	235,521	235,521	-	471,042
Field and Meter Services	1,386,440	-	-	1,386,440
Total Administrative Division	6,621,989	4,119,664	516,566	11,258,220
Water Utility Division				
Water Utility Administration	411,994	-	-	411,994
Distribution Administration	458,319	-	-	458,319
Distribution Service and Repair	2,567,065	-	-	2,567,065
Distribution System Maintenance	2,135,080	-	-	2,135,080
Water Loss Management	202,414	-	-	202,414
Operations Administration	463,116	-	-	463,116
Production and Treatment	1,993,033	-	-	1,993,033
Plant and Facility Maintenance	980,149	-	-	980,149
Specialty Construction	916,323	-	-	916,323
Engineering	1,232,351	1,694,482	154,044	3,080,876
Water Quality and Backflow Control	1,288,780	-	-	1,288,780
Total Water Utility Division	12,648,624	1,694,482	154,044	14,497,150
Water Reclamation Division				
Water Reclamation Administration	-	578,118	30,427	608,545
Sewer Collection	-	1,485,538	-	1,485,538
Operations	-	3,368,995	177,316	3,546,310
RIX Facility	-	-	1,458,791	1,458,791
Plant Maintenance	-	2,708,860	83,779	2,792,639
Electrical, Instrumentation and SCADA	850,781	1,087,109	425,390	2,363,281
Environmental Control	-	764,635	-	764,635
Total Water Reclamation Division	850,781	9,993,255	2,175,704	13,019,739
Total Personnel Costs	\$ 20,121,395	\$ 15,807,401	\$ 2,846,314	\$ 38,775,109

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
PERSONNEL COSTS DETAIL BY SECTION - ALL FUNDS COMBINED
FISCAL YEAR 2022-2023**

SECTION		SECTION NAME	SALARIES					BENEFITS					TOTAL PERSONNEL
			FULL TIME	PART TIME	OVERTIME	ON CALL/STANDBY	PERS - EMPLOYER	PERS - EMPLOYER (UAL)	DEF COMP - EMPLOYER	MEDICARE TAXES	MEDICAL INSURANCE	LIFE & AD&D INSURANCE	
Administrative Division													
1010	Water Board	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,986	\$ -	\$ 93,886	
1050	Administration	655,889	-	-	-	43,975	145,971	21,080	9,510	50,415	198	927,039	
1060	Environmental and Regulatory Compliance	954,727	15,000	-	-	54,324	212,479	7,800	14,061	127,677	419	1,386,487	
1070	Human Resources	318,841	-	-	-	18,142	70,960	3,250	4,623	38,481	166	454,463	
2010	Finance and Accounting	1,141,391	-	-	-	64,945	254,022	9,750	16,550	172,388	562	1,659,608	
2030	Information Technology	759,071	-	500	-	43,191	168,935	7,800	11,007	123,374	371	1,114,249	
2040	Purchasing	468,635	15,000	-	-	26,665	104,297	4,550	7,013	102,632	273	729,065	
2045	Fleet	396,168	-	1,200	-	22,542	88,169	3,900	5,744	56,944	230	574,897	
2050	Customer Relations	248,271	-	-	-	14,127	55,254	1,950	3,600	43,435	100	366,736	
2055	Water Conservation	146,080	-	1,500	-	8,312	32,511	1,950	2,118	29,699	100	222,270	
2060	Customer Service	1,165,492	56,815	1,000	-	66,317	259,386	13,650	17,723	290,807	848	1,872,039	
2070	Billing and Collections	290,413	29,400	-	-	16,525	64,633	3,250	4,637	61,998	187	471,042	
2090	Field and Meter Services	910,106	-	2,500	-	51,785	202,548	9,100	13,197	196,628	575	1,386,440	
Total Administrative Division		7,455,985	116,215	6,700	-	430,849	1,659,164	88,030	109,784	1,387,463	4,030	11,258,220	
Water Utility Division													
3010	Water Utility Administration	284,113	-	-	-	16,166	63,231	2,600	4,120	41,633	132	411,994	
3020	Distribution Administration	311,187	15,000	-	-	17,707	69,256	3,250	4,730	37,003	187	458,319	
3021	Distribution Service and Repair	1,582,362	-	95,000	50,000	90,036	352,162	15,600	22,944	357,982	978	2,567,065	
3023	Distribution System Maintenance	1,350,068	-	35,000	15,000	76,819	300,464	13,000	19,576	324,319	835	2,135,080	
3024	Water Loss Management	130,939	-	2,000	-	7,450	29,141	1,300	1,899	29,599	86	202,414	
3040	Operations Administration	309,729	-	-	-	17,624	68,932	2,600	4,491	59,598	143	463,116	
3041	Production and Treatment	1,298,897	-	25,000	14,000	73,907	289,076	10,400	18,834	262,258	662	1,993,033	
3042	Plant and Facility Maintenance	631,706	-	-	-	35,944	140,589	6,500	9,160	155,848	403	980,149	
3043	Specialty Construction	582,566	-	-	-	33,148	129,653	5,850	8,447	156,300	359	916,323	
3060	Engineering	2,098,605	15,600	-	-	119,411	467,054	18,850	30,656	329,712	988	3,080,876	
3063	Water Quality and Backflow Control	875,712	-	6,000	2,000	48,940	191,422	7,150	12,698	144,412	446	1,288,780	
Total Water Utility Division		9,455,883	30,600	163,000	81,000	537,152	2,100,979	87,100	137,554	1,898,662	5,219	14,497,150	
Water Reclamation Division													
4010	Water Reclamation Administration	424,963	-	-	-	24,180	94,578	3,900	6,162	54,544	218	608,545	
6020	Sewer Collection Division	938,938	-	25,000	55,000	53,426	208,965	9,750	13,615	180,255	589	1,485,538	
4020	Operations	2,331,286	-	50,000	-	132,650	518,839	20,150	33,804	458,361	1,222	3,546,310	
5025	RIX Facility	963,333	10,970	10,000	4,500	54,814	214,394	7,800	14,127	178,393	460	1,458,791	
4040	Plant Maintenance	1,816,903	-	20,000	20,000	103,382	404,360	16,250	26,345	384,378	1,021	2,792,639	
4042	Electrical, Instrumentation and SCADA	1,592,429	9,714	8,000	13,000	90,609	354,403	11,700	23,231	259,506	689	2,363,281	
4050	Environmental Control	505,391	-	500	-	28,757	112,477	4,550	7,328	105,359	273	764,635	
Total Water Reclamation Division		8,573,243	20,684	113,500	92,500	487,818	1,908,016	74,100	124,612	1,620,795	4,472	13,019,739	
Total Expenses		\$ 25,485,112	\$ 167,498	\$ 283,200	\$ 173,500	\$ 1,455,819	\$ 5,668,159	\$ 249,230	\$ 371,950	\$ 4,906,920	\$ 13,721	\$ 38,775,109	

Water Fund Summaries



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	ACTUAL REVENUE & EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE & EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SOURCES OF FUNDS</u>				
<u>Revenues:</u>				
Operating Revenue:				
Water Sales - Regular	\$ 41,177,978	\$ 38,210,000	\$ 40,628,000	\$ 44,285,000
Water Sales - Other	669,585	325,000	707,000	425,000
Net Water Sales	41,847,563	38,535,000	41,335,000	44,710,000
Service Charges	265,954	617,000	337,200	655,000
Revenue From Services	644,675	673,500	611,500	473,500
Total Operating Revenue	42,758,192	39,825,500	42,283,700	45,838,500
Non-operating Revenue:				
Interest Income	29,541	176,000	186,400	176,000
Rental Income	286,553	300,000	269,000	260,000
Public Works Reimbursed Capital Costs	-	-	-	1,155,000
Consent Decree O&M Reimbursement	2,011,099	2,000,000	1,539,000	1,800,000
Gain (loss) on asset disposition	83,681	10,000	30,000	10,000
Other Non-Operating Revenue	306,705	45,000	484,451	37,500
Total Non-operating revenue	2,717,579	2,531,000	2,508,851	3,438,500
Capital Contributions:				
Service Installation Fees	1,563,862	1,000,000	1,288,000	1,000,000
Acquisition Fees	1,117,555	850,000	2,832,000	1,500,000
Developer Installed	981,835	1,100,000	1,100,000	1,100,000
Consent Decree Capital Reimbursement	197,756	4,048,000	100,000	2,781,000
Total Capital Contributions	3,861,008	6,998,000	5,320,000	6,381,000
Total Revenues	49,336,779	49,354,500	50,112,551	55,658,000
<u>Other Sources of Funds:</u>				
Debt Proceeds	2,619,565	12,594,000	320,000	11,201,000
State Revolving Fund (SRF) Loan Proceeds	-	-	-	8,500,000
Grants	-	-	-	7,100,000
Total Other Sources of Funds	2,619,565	12,594,000	320,000	26,801,000
Total Sources of Funds	\$ 51,956,344	\$ 61,948,500	\$ 50,432,551	\$ 82,459,000
Total Sources of Funds	\$ 51,956,344	\$ 61,948,500	\$ 50,432,551	\$ 82,459,000

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	ACTUAL REVENUE & EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE & EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
USE OF FUNDS				
Expenses:				
Operating Expenses:				
Administrative Division				
Water Board	49,862	49,443	46,306	51,943
Administration	496,992	547,987	441,747	480,016
Environmental and Regulatory Compliance	612,259	607,187	561,637	621,923
Human Resources	323,383	333,652	270,436	355,266
Finance and Accounting	665,165	769,876	761,945	962,914
Information Technology	654,597	765,272	618,031	1,076,465
Purchasing	272,311	266,496	262,799	291,626
Fleet	571,193	722,021	685,981	839,938
Customer Relations	144,300	141,148	147,378	342,989
Water Conservation and Public Affairs	280,705	356,243	309,970	457,065
Customer Service	844,813	1,249,708	1,058,624	1,567,431
Billing and Collections	423,148	452,198	415,941	490,396
Field and Meter Services	1,378,206	1,370,440	1,283,516	1,460,440
General Administrative Expense	4,963,438	6,182,038	3,929,716	5,781,000
Uncollectible Charge Offs	160,592	300,000	100,000	100,000
Facilities Maintenance Expense	436,460	498,600	456,455	563,250
Total Administrative Division	12,277,425	14,612,309	11,350,482	15,442,661
Water Utility Division				
Water Utility Administration	1,471,887	714,805	583,348	739,894
Distribution Administration	484,230	506,010	409,185	478,519
Distribution Service and Repair	2,208,830	3,237,889	2,605,380	3,356,545
Distribution System Maintenance	2,005,636	2,416,467	1,941,102	2,594,345
Water Loss Management	793,058	526,103	114,498	649,014
Operations Administration	454,653	461,614	421,213	527,741
Production and Treatment	9,037,366	8,902,798	8,868,486	8,958,733
Plant and Facility Maintenance	1,615,634	1,281,510	1,193,363	1,507,274
Specialty Construction	688,397	947,029	708,436	996,748
Electrical, Instrumentation and SCADA	822,523	1,048,875	793,568	1,045,390
Engineering	1,377,708	1,948,904	1,329,275	1,947,051
Water Quality and Backflow Control	1,686,916	1,808,390	1,596,991	1,881,880
Total Water Utility Division	22,646,839	23,800,394	20,564,845	24,683,134
Total Operating Expenses	34,924,264	38,412,703	31,915,327	40,125,795
Less: Overhead applied to Capital Improvement Projects	-	(541,250)	(63,574)	(949,370)
Total Operating Expenses, Net	34,924,264	37,871,453	31,851,753	39,176,425
Non-operating Expenses:				
Interest Expense	1,918,115	2,090,400	1,662,443	2,044,200
Bond Service and Trustee Fees	8,018	2,900	3,900	2,900
Total Non-operating Expenses	1,926,133	2,093,300	1,666,343	2,047,100
Total Expenses	36,850,397	39,964,753	33,518,096	41,223,525
Other Uses of Funds:				
Principal Payments on Debt Service	860,000	900,000	900,000	950,000
Capital Outlay (Equipment & Vehicles)	577,550	2,377,250	497,276	3,733,000
Capital Outlay (Operations & Maintenance)	-	-	-	3,370,000
Capital Improvement Projects - Carryovers	-	18,793,000	3,178,694	26,882,000
Capital Improvement Projects - New Projects	-	8,420,000	-	17,290,000
Capital Improvement Projects - Labor Portion	-	(450,500)	-	(550,500)
Capital Improvement Projects - Equipment	-	300,000	-	402,000
Total Other Uses of Funds	1,437,550	30,339,750	4,575,970	52,076,500
Total Use of Funds	38,287,947	70,304,503	38,094,066	93,300,025
Net Transfer To/(From) Reserves	\$ 13,668,397	\$ (8,356,003)	\$ 12,338,485	\$ (10,841,025)

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	ACTUAL REVENUE & EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE & EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>DEBT COVERAGE RATIO</u>				
Total Revenue	\$ 48,157,188	\$ 44,206,500	\$ 48,912,551	\$ 50,622,000
Less: Operating Expenses	<u>(34,924,264)</u>	<u>(37,871,453)</u>	<u>(31,851,753)</u>	<u>(39,176,425)</u>
Net Revenues	<u>\$ 13,232,924</u>	<u>\$ 6,335,047</u>	<u>\$ 17,060,798</u>	<u>\$ 11,445,575</u>
Debt Service:				
Principal Payments	\$ 860,000	\$ 900,000	\$ 900,000	\$ 950,000
Interest Expense	<u>1,918,115</u>	<u>2,090,400</u>	<u>2,090,400</u>	<u>2,044,200</u>
Total Debt Service	<u>\$ 2,778,115</u>	<u>\$ 2,990,400</u>	<u>\$ 2,990,400</u>	<u>\$ 2,994,200</u>
Debt Coverage Ratio	<u>4.76</u>	<u>2.12</u>	<u>5.71</u>	<u>3.82</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND PROJECTED FUNDING SOURCE DETAIL
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL REVENUE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE 2021-2022	PROPOSED BUDGET 2022-2023
<u>OPERATING REVENUE</u>					
<u>Residential Water Sales</u>					
100-0000-400-1000	Water Sales - Regular	\$ 32,395,619	\$ 30,500,000	\$ 32,249,000	\$ -
100-0000-400-2000	Water Sales - Fire Service	531,019	510,000	544,000	-
100-0000-400-4000	Water Sales - Municipal	839,051	800,000	755,000	-
100-0000-400-4001	Waster Sales - Residential	-	-	-	16,970,000
100-0000-400-4002	Water Sales - Commercial	-	-	-	5,980,000
100-0000-400-4003	Water Sales - Institutional	-	-	-	2,520,000
100-0000-400-4004	Water Sales - Irrigation	-	-	-	915,000
100-0000-400-4020	Water Sales - Monthly Service Charge	-	-	-	17,900,000
100-0000-400-7500	Replenishment Charge	2,679,539	2,300,000	2,659,000	-
100-0000-400-8000	Energy and Elevation Surcharge Income	2,507,038	2,300,000	2,447,000	-
100-0000-400-8500	Conservation Charge	2,225,712	1,800,000	1,974,000	-
	Subtotal Residential Water Sales	41,177,978	38,210,000	40,628,000	44,285,000
<u>Other Water Sales</u>					
100-0000-400-7000	Water Sales - Other	582,766	250,000	632,000	350,000
100-0000-450-1000	Geothermal Heat Sales	86,819	75,000	75,000	75,000
	Subtotal Other Water Sales	669,585	325,000	707,000	425,000
	Subtotal Water Sales	41,847,563	38,535,000	41,335,000	44,710,000
<u>OTHER OPERATING REVENUE</u>					
<u>Service Charges</u>					
100-0000-400-9010	Service Charge Revenue	125,020	500,000	138,000	500,000
100-0000-400-9020	Broken Lock Revenue	31,519	35,000	49,000	45,000
100-0000-400-9030	Returned Check Charge	39,030	30,000	43,200	35,000
100-0000-400-9044	Fire Hydrant Flow Test Charge	15,580	11,000	21,000	20,000
100-0000-400-9045	Customer Fees - Application Charge	32,125	25,000	39,000	25,000
100-0000-400-9046	Customer Fees -Will Serve Letter	22,680	16,000	47,000	30,000
	Subtotal Service Charges	265,954	617,000	337,200	655,000
<u>Revenue From Services</u>					
100-0000-410-1000	Revenue From Services	95,973	120,000	80,000	120,000
100-0000-410-3000	Backflow Prevention Administrative Fee	115,958	105,000	119,000	105,000
100-0000-410-5000	Plan Check and Other Fees	36,969	30,000	30,000	30,000
100-0000-410-6000	Developer Plan Check and Inspections Fees	377,129	400,000	360,000	200,000
100-0000-410-8000	Hydro-generation Revenue	14,577	15,000	19,000	15,000
100-0000-410-9000	Revenue - Administrative Services	4,069	3,500	3,500	3,500
	Subtotal Revenue From Services	644,675	673,500	611,500	473,500
	Total Other Operating Revenue	910,629	1,290,500	948,700	1,128,500
	Total Operating Revenue	42,758,192	39,825,500	42,283,700	45,838,500

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND PROJECTED FUNDING SOURCE DETAIL
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL REVENUE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE 2021-2022	PROPOSED BUDGET 2022-2023
<u>NON-OPERATING & OTHER REVENUE</u>					
<u>Interest Revenue</u>					
100-0000-480-1000	Interest Income - Trustee Funds	813	1,000	800	1,000
100-0000-480-2000	Interest Income - Cash Funds	167,975	140,000	148,000	140,000
100-0000-480-4000	Interest Income - Other	4,342	5,000	1,600	5,000
100-0000-480-5000	Interest Income - LAIF	25,821	30,000	36,000	30,000
100-0000-495-3000	GASB31 Adjustment (Investments)	(169,410)	-	-	-
	Subtotal Interest Revenue	29,541	176,000	186,400	176,000
<u>Non-Operating Revenue</u>					
100-0000-460-2000	Service Installation Fees	1,563,862	1,000,000	1,288,000	1,000,000
100-0000-460-3000	Water Acquisition Fees	1,117,555	850,000	2,832,000	1,500,000
100-0000-460-4000	Developer Installed	981,835	1,100,000	1,100,000	1,100,000
100-0000-460-7000	EPA Contract-Capital Cost	197,756	422,000	100,000	168,000
100-0000-460-8500	Public Works Reimbursed Capital Costs	-	-	-	1,155,000
100-0000-470-7700	AIG Capital CD Implementation	-	3,626,000	-	2,613,000
100-0000-470-7700	AIG O & M CD Implementation	2,011,099	2,000,000	1,539,000	1,800,000
100-0000-485-1000	Rental Revenue	286,553	300,000	269,000	260,000
100-0000-490-1000	Gain or (Loss) on Capital Assets	83,681	10,000	30,000	10,000
100-0000-495-0100	Refunds Received	8,036	-	90,946	-
100-0000-495-0300	Reimbursement Insurance	6,398	-	31,981	-
100-0000-495-0500	Discounts Earned	15,335	10,000	13,000	10,000
100-0000-495-0600	Energy Rebates	32,632	-	26,824	-
100-0000-495-0900	Low Income Assistance	(2,057)	-	(10,300)	(7,500)
100-0000-495-1000	Cashier Overages/Shortages	(80)	-	-	-
100-0000-495-2000	Miscellaneous Revenue	111,171	25,000	130,000	25,000
100-0000-495-4020	Non-Taxable Sales - Materials	127,648	10,000	200,000	10,000
100-0000-495-4040	Scrap Metal Sales	7,622	-	2,000	-
	Subtotal Non-Operating Revenue	6,549,046	9,353,000	7,642,451	9,643,500
	Total Non-Operating Revenue	6,578,587	9,529,000	7,828,851	9,819,500
TOTAL REVENUE, ALL SOURCES		\$ 49,336,779	\$ 49,354,500	\$ 50,112,551	\$ 55,658,000
<u>OTHER FUNDING SOURCES</u>					
	Bond Proceeds	\$ 2,619,565	\$ 12,594,000	\$ 320,000	\$ 11,201,000
	State Revolving Fund (SRF) Loan Proceeds	-	-	-	8,500,000
	Grants	-	-	-	7,100,000
	TOTAL OTHER FUNDING SOURCES	\$ 2,619,565	\$ 12,594,000	\$ 320,000	\$ 26,801,000

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND EXPENSE SUMMARY
FISCAL YEAR 2022-2023**

SECTION	SECTION NAME	SALARIES	BENEFITS	SUBTOTAL PERSONNEL	OPERATIONS AND MAINTENANCE	SUBTOTAL PERSONNEL AND O & M	CAPITAL OUTLAY EQUIPMENT & VEHICLES	CAPITAL OUTLAY CAPITAL IMPROVEMENTS	TOTAL CAPITAL OUTLAY	TOTAL EXPENSES
<u>Administrative Division</u>										
1010	Water Board	\$ 450	\$ 46,493	\$ 46,943	\$ 5,000	\$ 51,943	\$ -	\$ -	\$ -	\$ 51,943
1050	Administration	262,356	108,480	370,816	109,200	480,016	-	-	-	480,016
1060	Environmental and Regulatory Compliance	387,891	166,704	554,595	67,328	621,923	-	-	-	621,923
1070	Human Resources	168,986	71,880	240,865	114,401	355,266	-	-	-	355,266
2010	Finance and Accounting	513,626	233,198	746,824	216,090	962,914	550,000	-	550,000	1,512,914
2030	Information Technology	303,828	141,871	445,699	630,766	1,076,465	220,000	-	220,000	1,296,465
2040	Purchasing	193,454	98,172	291,626	-	291,626	-	-	-	291,626
2045	Fleet	238,421	106,517	344,938	495,000	839,938	716,000	-	716,000	1,555,938
2050	Customer Relations	198,617	94,772	293,389	49,600	342,989	980,000	-	980,000	1,322,989
2055	Water Conservation	110,685	56,017	166,703	290,363	457,065	-	-	-	457,065
2060	Customer Service	978,646	528,985	1,507,631	59,800	1,567,431	-	-	-	1,567,431
2070	Billing and Collections	159,907	75,614	235,521	254,875	490,396	-	-	-	490,396
2090	Field and Meter Services	912,606	473,834	1,386,440	74,000	1,460,440	84,000	-	84,000	1,544,440
2510	General Administrative Expense	-	1,223,000	1,223,000	4,558,000	5,781,000	477,000	46,991,500	47,468,500	53,249,500
2510	Uncollectible Charge Offs	-	-	-	100,000	100,000	-	-	-	100,000
2530	Facilities Maintenance Expense	-	-	-	563,250	563,250	-	-	-	563,250
Total Administrative Division		4,429,472	3,425,517	7,854,989	7,587,672	15,442,661	3,027,000	46,991,500	50,018,500	65,461,161
<u>Water Utility Division</u>										
3010	Water Utility Administration	284,113	127,881	411,994	327,900	739,894	-	-	-	739,894
3020	Distribution Administration	326,187	132,132	458,319	20,200	478,519	-	-	-	478,519
3021	Distribution Service and Repair	1,727,362	839,703	2,567,065	789,480	3,356,545	294,000	-	294,000	3,650,545
3023	Distribution System Maintenance	1,400,068	735,013	2,135,080	459,265	2,594,345	92,000	-	92,000	2,686,345
3024	Water Loss Management	132,939	69,475	202,414	446,600	649,014	-	-	-	649,014
3040	Operations Administration	309,729	153,387	463,116	64,625	527,741	500,000	-	500,000	1,027,741
3041	Production and Treatment	1,337,897	655,136	1,993,033	6,965,700	8,958,733	42,000	-	42,000	9,000,733
3042	Plant and Facility Maintenance	631,706	348,443	980,149	527,125	1,507,274	-	-	-	1,507,274
3043	Specialty Construction	582,566	333,757	916,323	80,425	996,748	58,000	-	58,000	1,054,748
4042	Electrical, Instrumentation and SCADA	584,331	266,450	850,781	194,609	1,045,390	-	-	-	1,045,390
3060	Engineering	845,682	386,668	1,232,351	714,700	1,947,051	-	-	-	1,947,051
3063	Water Quality and Backflow Control	883,712	405,068	1,288,780	593,100	1,881,880	122,000	-	122,000	2,003,880
Total Water Utility Division		9,046,292	4,453,114	13,499,405	11,183,729	24,683,134	1,108,000	-	1,108,000	25,791,134
Subtotal Operating Expenses		13,475,763	7,878,631	21,354,395	18,771,400	40,125,795	4,135,000	46,991,500	51,126,500	91,252,295
Less: Overhead Applied Capital Assets		-	-	-	(949,370)	(949,370)	-	-	-	(949,370)
Total Operating Expenses		13,475,763	7,878,631	21,354,395	17,822,030	39,176,425	4,135,000	46,991,500	51,126,500	90,302,925
<u>Non-operating Expenses</u>										
Principle Payments on Debt Service		-	-	-	950,000	950,000	-	-	-	950,000
2520	Interest Expense	-	-	-	2,044,200	2,044,200	-	-	-	2,044,200
2520	Bond Service and Trustee Fees	-	-	-	2,900	2,900	-	-	-	2,900
Total Non-Operating Expenses		-	-	-	2,997,100	2,997,100	-	-	-	2,997,100
Total Expenses		13,475,763	7,878,631	21,354,395	20,819,130	42,173,525	4,135,000	46,991,500	51,126,500	93,300,025

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND CAPITAL OUTLAY EXPENSE SUMMARY
FISCAL YEAR 2022-2023**

SECTION	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
Administrative Division					
2010	Finance				
8030	Computer Equipment	\$ 103,664	\$ 750,000	\$ 566,723	\$ 550,000
	Subtotal Finance	103,664	750,000	566,723	550,000
2030	Information Technology				
8030	Computer Equipment	138,729	390,000	305,525	220,000
	Subtotal Information Technology	138,729	390,000	305,525	220,000
2045	Fleet				
8020	Autos and Trucks	307,354	761,000	191,751	716,000
	Subtotal Fleet	307,354	761,000	191,751	716,000
2050	Customer Relations				
8030	Computer Equipment	-	453,250	-	980,000
	Subtotal Customer Relations	-	453,250	-	980,000
2090	Field and Meter Services				
8020	Autos and Trucks	-	-	-	84,000
	Subtotal Field and Meter Services	-	-	-	84,000
2510	General Administrative Expense				
8030	Capital Improvement Projects - Computer Equipment	-	-	-	75,000
8080	Capital Improvement Projects - Operations & Maintenance	-	-	-	3,370,000
8400	Capital Improvement Projects - Carryover	-	18,793,000	3,178,694	26,882,000
8400	Capital Improvement Projects - New Projects	-	8,420,000	-	17,290,000
	Capital Improvement Projects - Labor Portion	-	(450,500)	-	(550,500)
8401	Capital Improvement Projects - Equipment	-	300,000	-	402,000
	Subtotal General Administration Expense	-	27,062,500	3,178,694	47,468,500
Subtotal Administrative Division		549,747	29,416,750	4,242,693	50,018,500
Water Utility Division					
3021	Distribution Service & Repair				
8020	Autos and Trucks	-	-	-	294,000
	Subtotal Water Utility Distribution Service & Repair	-	-	-	294,000
3023	Distribution System Maintenance				
8020	Autos and Trucks	-	-	-	92,000
	Subtotal Water Utility Distribution System Maintenance	-	-	-	92,000
3024	Water Loss Management				
8010	Tools and Equipment	27,803	-	-	-
	Subtotal Water Loss Management	27,803	-	-	-
3040	Operations				
8010	Tools and Equipment	-	-	-	500,000
	Subtotal Water Utility Operations	-	-	-	500,000
3041	Production and Treatment				
8020	Autos and Trucks	-	-	-	42,000
	Subtotal Water Utility Operations Production Treatment	-	-	-	42,000

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND CAPITAL OUTLAY EXPENSE SUMMARY
FISCAL YEAR 2022-2023**

SECTION	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
3043	<i>Specialty Construction</i>				
8010	Tools and Equipment	-	23,000	-	8,000
8020	Autos and Trucks				50,000
	Subtotal Water Utility Operations Specialty Construction	-	23,000	-	58,000
3063	<i>Water Quality</i>				
8020	Autos and Trucks	-	-	-	122,000
	Subtotal Water Utility Engineering	-	-	-	122,000
Subtotal Water Utility Division		27,803	23,000	-	1,108,000
TOTAL CAPITAL OUTLAY, WATER FUND		\$ 577,550	\$ 29,439,750	\$ 4,242,693	\$ 51,126,500

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND RESERVE RECONCILIATION
FISCAL YEAR 2022-2023**

Estimated Projections FY 2021-2022	Working Capital	Debt Proceeds	SRF Proceeds	Grants	Totals
Beginning Estimated Unrestricted Cash Balance as of 07/01/2021	\$ 37,101,334	\$ 11,321,000	\$ -	\$ -	\$ 48,422,334
Operating					
Estimated Operating Revenues 06/30/2022	42,283,700	-	-	-	\$ 42,283,700
Estimated Operating Expenses 06/30/2022	(31,851,753)	-	-	-	\$ (31,851,753)
Total Net Operating Income/(Loss)	<u>\$ 10,431,947</u>	<u>\$ 11,321,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 58,854,281</u>
Non-Operating Revenue/(Expense) including Capital					
Estimated Non-Operating Revenues	\$ 7,828,851	\$ -	\$ -	\$ -	\$ 7,828,851
Estimated Non-Operating Expenses	(6,122,313)	(120,000)	-	-	(6,242,313)
Total Net Non-Operating Income/(Loss)	<u>\$ 1,706,538</u>	<u>\$ (120,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,586,538</u>
Estimated Ending Reserve Balance as of 06/30/2022	<u>\$ 49,239,819</u>	<u>\$ 11,201,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,440,819</u>
FY 2022-2023 Proposed Budget					
Beginning Estimated Unrestricted Cash Balance as of 07/01/2022	\$ 49,239,819 A	\$ 11,201,000	\$ 8,500,000	\$ 7,100,000	\$ 76,040,819
Operating:					
Proposed Budgeted Operating Revenues	45,838,500	-	-	-	45,838,500
Proposed Budgeted Operating Expenses	(39,176,425)	-	-	-	(39,176,425)
Total Operating Income/(Loss)	<u>\$ 6,662,075 B</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,662,075</u>
Non-Operating:					
Proposed Budgeted Non-Operating Revenues	\$ 3,438,500	\$ -	\$ -	\$ -	\$ 3,438,500
Proposed Budgeted Non-Operating Expenses	(2,997,100)	-	-	-	(2,997,100)
Total Non-Operating Income/(Loss)	<u>\$ 441,400 C</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 441,400</u>
Total Available for Capital (B + C)	\$ 7,103,475	\$ -	\$ -	\$ -	\$ 7,103,475
Proposed Budgeted Capital Contributions	6,381,000	-	-	-	6,381,000
Proposed Actual Capital Carryovers from PY	(15,681,000)	(11,201,000)	-	-	(26,882,000)
Proposed Actual New Capital Funding	(8,644,500)	-	(8,500,000)	(7,100,000)	(24,244,500)
Total Increase/(Decrease) in Reserves	<u>\$ (10,841,025) D</u>	<u>\$ (11,201,000)</u>	<u>\$ (8,500,000)</u>	<u>\$ (7,100,000)</u>	<u>\$ (37,642,025)</u>
Ending Reserve Balances as of 06/30/2023					
Unrestricted Reserves (A + D)	<u>\$ 38,398,794</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 38,398,794</u>

FISCAL YEAR 2022-2023

Sewer Treatment Fund Summaries



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	ACTUAL REVENUE & EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE & EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SOURCES OF FUNDS</u>				
<u>Revenues:</u>				
Operating Revenue:				
City Sewer Sales	\$ 33,977,275	\$ 34,200,000	\$ 34,941,000	\$ 32,377,200
East Valley Sewer Sales	8,254,660	6,285,000	8,554,000	1,370,000
Loma Linda Sewer Sales	2,874,298	2,720,000	2,889,000	3,264,000
Total Sewer Sales	45,106,233	43,205,000	46,384,000	37,011,200
Industrial Waste and Other Sales	808,619	722,000	829,500	1,542,000
Total Operating Revenue	45,914,852	43,927,000	47,213,500	38,553,200
Non-operating Revenue:				
Interest Income	21,062	639,000	600,000	590,000
Other Non-Operating Revenue	(29,048)	-	(28,660)	300
Total Non-operating revenue	(7,986)	639,000	571,340	590,300
Capital Contributions:				
Capacity Fees	1,480,874	1,200,000	2,500,000	2,000,000
Other Contributed Capital	-	-	-	460,000
Capital Grants	1,263,673	-	-	-
Total Capital Contributions	2,744,547	1,200,000	2,500,000	2,460,000
Total Revenues	48,651,413	45,766,000	50,284,840	41,603,500
<u>Other Sources of Funds:</u>				
Debt Proceeds for Capital Carryovers	18,045,192	17,725,340	13,100,000	8,100,000
Total Other Sources of Funds	18,045,192	17,725,340	13,100,000	8,100,000
Total Sources of Funds	\$ 66,696,605	\$ 63,491,340	\$ 63,384,840	\$ 49,703,500
Total Sources of Funds	\$ 66,696,605	\$ 63,491,340	\$ 63,384,840	\$ 49,703,500

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	ACTUAL REVENUE & EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE & EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
USE OF FUNDS				
Expenses:				
Operating Expenses:				
Administrative Division				
Water Board	49,753	49,443	45,918	51,943
Administration	585,387	684,983	571,856	600,019
Environmental and Regulatory Compliance	935,476	1,264,933	1,048,804	1,239,463
Human Resources	182,041	276,994	224,503	294,938
Finance and Accounting	848,180	962,343	864,995	962,914
Information Technology	1,039,799	1,109,981	877,002	1,507,051
Purchasing	334,174	373,095	367,912	408,276
Fleet	343,974	433,212	411,585	503,963
Customer Relations	201,952	205,469	192,667	85,747
Public Affairs	83,950	99,749	86,810	127,978
Customer Service	786,139	667,536	559,821	389,358
Billing and Collections	468,584	470,657	424,213	490,396
General Administrative Expense	3,470,234	4,503,184	3,414,918	5,038,480
Uncollectible Charge Offs	47,411	50,000	-	50,000
Facilities Maintenance Expense	500,501	498,600	456,455	563,250
Total Administrative Division	9,877,556	11,650,179	9,547,457	12,313,776
Water Reclamation Division				
Water Reclamation Administration	569,648	629,504	569,387	602,469
Sewer Collections	1,585,142	1,830,283	1,424,848	2,321,779
Lift Stations	55,335	91,704	39,038	104,540
Operations	5,982,688	7,381,852	6,876,067	7,925,605
Bio-Solids Processing	2,323,175	2,495,100	2,635,312	2,933,000
RIX Facility	3,155,433	4,176,826	2,850,899	4,476,964
Plant Maintenance	2,726,324	3,369,151	2,752,250	3,578,525
Electrical, Instrumentation and SCADA	1,085,091	1,340,229	1,018,839	1,335,776
Environmental Control	744,690	781,288	766,717	830,335
Engineering	1,393,073	1,613,481	1,376,239	1,694,482
Total Water Reclamation Division	19,620,601	23,709,418	20,309,596	25,803,475
Total Operating Expenses	29,498,157	35,359,597	29,857,053	38,117,251
Less: Overhead applied to Capital Improvement Projects	(422,300)	(668,604)	(93,310)	(753,751)
Total Operating Expenses, Net	29,075,856	34,690,993	29,763,743	37,363,500
Non-operating Expenses:				
Interest Expense	1,281,643	1,267,800	1,247,760	1,231,100
Trustee Services	2,218	2,900	2,925	3,000
Total Non-operating Expenses	1,283,861	1,270,700	1,250,685	1,234,100
Total Expenses	30,359,717	35,961,693	31,014,428	38,597,600
Other Uses of Funds:				
Principal Payments on Debt Service	665,000	700,000	700,000	735,000
Capital Outlay (Equipment & Vehicles)	609,899	1,694,450	372,353	2,861,000
Capital Improvement Projects - Operations & Maintenance	-	-	-	1,398,000
Capital Improvement Projects - Carryovers	-	24,940,200	5,378,276	22,949,550
Capital Improvement Projects - New Projects	-	9,918,000	-	12,825,000
Capital Improvement Projects - Equipment	-	-	-	1,225,000
Total Other Uses of Funds	1,274,899	37,252,650	6,450,629	41,993,550
Total Use of Funds	31,634,617	73,214,343	37,465,057	80,591,150
Net Transfer To/(From) Reserves	\$ 35,061,988	\$ (9,723,003)	\$ 25,919,783	\$ (30,887,650)

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	ACTUAL REVENUE & EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE & EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>DEBT COVERAGE RATIO</u>				
Total Revenue	\$ 48,651,413	\$ 45,766,000	\$ 50,284,840	\$ 41,603,500
Less: Operating Expenses	<u>(29,075,856)</u>	<u>(34,690,993)</u>	<u>(29,763,743)</u>	<u>(37,363,500)</u>
Net Revenues	<u>\$ 19,575,557</u>	<u>\$ 11,075,007</u>	<u>\$ 20,521,097</u>	<u>\$ 4,240,000</u>
Debt Service:				
Principal Payments	\$ 665,000	\$ 700,000	\$ 700,000	\$ 735,000
Interest Expense	<u>1,283,861</u>	<u>1,270,700</u>	<u>1,250,685</u>	<u>1,234,100</u>
Lien Debt Service	<u>\$ 1,948,861</u>	<u>\$ 1,970,700</u>	<u>\$ 1,950,685</u>	<u>\$ 1,969,100</u>
Total Debt Coverage Ratio	<u>10.04</u>	<u>5.62</u>	<u>10.54</u>	<u>1.92</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER TREATMENT FUND PROJECTED FUNDING SOURCE DETAIL
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL REVENUE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE 2021-2022	PROPOSED BUDGET 2022-2023
<u>OPERATING REVENUE</u>					
<u>Sewer Treatment Charges - within city</u>					
200-0000-420-1010	Residential Sewer Charges	\$ 10,165,765	\$ 10,200,000	\$ 10,290,000	\$ 12,348,000
200-0000-420-1020	Non-Residential Sewer Charges	8,292,874	8,600,000	8,731,000	10,477,200
400-0000-401-1500	Sewer Collection Revenue	7,759,318	7,700,000	7,960,000	9,552,000
	Subtotal Metered Consumers	<u>26,217,957</u>	<u>26,500,000</u>	<u>26,981,000</u>	<u>32,377,200</u>
<u>Sewer Treatment Charges - outside city</u>					
200-0000-420-2010	East Valley Residential Sewer Charges	4,797,833	3,585,000	5,014,000	835,000
200-0000-420-2020	East Valley Non-Residential Sewer Charges	3,456,827	2,700,000	3,540,000	535,000
200-0000-420-3010	Loma Linda Residential Sewer Charges	1,232,048	1,170,000	1,183,000	1,404,000
200-0000-420-3020	Loma Linda Non-Residential Sewer Charges	1,642,250	1,550,000	1,706,000	1,860,000
	Subtotal Outside City Sewer Charges	<u>11,128,958</u>	<u>9,005,000</u>	<u>11,443,000</u>	<u>4,634,000</u>
	Total Gross Revenue From Sewer Service Charges	<u>37,346,915</u>	<u>35,505,000</u>	<u>38,424,000</u>	<u>37,011,200</u>
<u>Service Charges and Other Revenue</u>					
200-0000-430-9045	Application Fees	35,460	12,000	61,500	42,000
200-0000-440-1000	Industrial Waste Income	58,073	100,000	118,000	100,000
200-0000-440-2000	Septic Receiving Fees	216,071	210,000	179,000	200,000
200-0000-440-5000	SARI Discharge and Permits	499,015	400,000	471,000	500,000
200-0000-440-7000	EV Settlement Revenue	-	-	-	700,000
	Subtotal Service Charges and Other Revenue	<u>808,619</u>	<u>722,000</u>	<u>829,500</u>	<u>1,542,000</u>
	Total Operating Revenue	<u>38,155,534</u>	<u>36,227,000</u>	<u>39,253,500</u>	<u>38,553,200</u>
<u>NON-OPERATING & OTHER REVENUE</u>					
<u>Interest Revenue</u>					
200-0000-480-1000	Interest Income	9,264	4,000	9,000	9,000
200-0000-480-2000	Interest Income - Cash Funds	631,901	600,000	558,000	550,000
200-0000-480-4000	Interest Revenue Other	2,881	5,000	1,000	1,000
200-0000-480-5000	LAIF Interest Income	34,784	30,000	32,000	30,000
200-0000-495-3000	GASB Adjustment Investments	(657,768)	-	-	-
	Subtotal Interest Revenue	<u>21,062</u>	<u>639,000</u>	<u>600,000</u>	<u>590,000</u>
<u>Non-Operating Revenue</u>					
200-0000-460-5000	Capacity Fees	1,480,874	1,200,000	2,500,000	2,000,000
200-0000-460-7500	Bureau of Reclamation	361,596	-	-	-
200-0000-460-8500	Public Works Reimbursed Capital Costs	-	-	-	460,000
200-0000-460-9000	Other Contributed Capital	902,077	-	-	-
200-0000-486-1000	Spot Market	(47,768)	-	(35,800)	-
200-0000-495-0500	Discounts Earned	300	-	300	300
200-0000-495-2000	Miscellaneous Revenue	18,420	-	3,670	-
	Subtotal Non-Operating Revenue	<u>2,715,499</u>	<u>1,200,000</u>	<u>2,468,170</u>	<u>2,460,300</u>
	Total Non-Operating Revenue	<u>2,736,561</u>	<u>1,839,000</u>	<u>3,068,170</u>	<u>3,050,300</u>
	TOTAL REVENUE ALL SOURCES	<u>\$ 40,892,095</u>	<u>\$ 38,066,000</u>	<u>\$ 42,321,670</u>	<u>\$ 41,603,500</u>
<u>OTHER FUNDING SOURCES</u>					
	Debt Proceeds	\$ 18,045,192	\$ 17,725,340	\$ 13,100,000	\$ -
	TOTAL OTHER FUNDING SOURCES	<u>\$ 18,045,192</u>	<u>\$ 17,725,340</u>	<u>\$ 13,100,000</u>	<u>\$ 8,100,000</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER TREATMENT FUND EXPENSE SUMMARY
FISCAL YEAR 2022-2023**

SECTION	SECTION NAME	SALARIES	BENEFITS	SUBTOTAL PERSONNEL	OPERATIONS AND MAINTENANCE	SUBTOTAL PERSONNEL AND O & M	CAPITAL OUTLAY EQUIPMENT & VEHICLES	CAPITAL OUTLAY CAPITAL IMPROVEMENTS	TOTAL CAPITAL OUTLAY	TOTAL EXPENSES
<u>Administrative Division</u>										
1010	Water Board	\$ 450	\$ 51,493	\$ 51,943	\$ -	\$ 51,943	\$ -	\$ -	\$ -	\$ 51,943
1050	Administration	327,944	135,575	463,519	136,500	600,019	-	-	-	600,019
1060	Environmental and Regulatory Compliance	484,864	208,380	693,243	546,220	1,239,463	-	-	-	1,239,463
1070	Human Resources	140,290	59,674	199,964	94,974	294,938	-	-	-	294,938
2010	Finance and Accounting	513,626	233,198	746,824	216,090	962,914	550,000	-	550,000	1,512,914
2030	Information Technology	425,360	198,619	623,979	883,072	1,507,051	-	-	-	1,507,051
2040	Purchasing	270,836	137,441	408,276	-	408,276	-	-	-	408,276
2045	Fleet	143,053	63,910	206,963	297,000	503,963	-	-	-	503,963
2050	Customer Relations	49,654	23,693	73,347	12,400	85,747	245,000	-	245,000	330,747
2055	Public Affairs	30,992	15,685	46,677	81,302	127,978	-	-	-	127,978
2060	Customer Service	244,661	129,746	374,408	14,950	389,358	-	-	-	389,358
2070	Billing and Collections	159,907	75,614	235,521	254,875	490,396	-	-	-	490,396
4090	General Administrative Expense	-	782,120	782,120	4,256,360	5,038,480	2,657,000	35,732,550	38,389,550	43,428,030
4090	Uncollectible Charge Offs	-	-	-	50,000	50,000	-	-	-	50,000
2530	Facilities Maintenance Expense	-	-	-	563,250	563,250	-	-	-	563,250
Total Administrative Division		2,791,636	2,115,148	4,906,784	7,406,992	12,313,776	3,452,000	35,732,550	39,184,550	51,498,326
<u>Water Reclamation Division</u>										
4010	Water Reclamation Administration	403,715	174,403	578,118	24,351	602,469	-	-	-	602,469
6020	Sewer Collections	1,018,938	466,600	1,485,538	836,241	2,321,779	-	-	-	2,321,779
6030	Lift Stations	-	-	-	104,540	104,540	-	-	-	104,540
4020	Operations	2,262,221	1,106,773	3,368,995	4,556,610	7,925,605	131,000	-	131,000	8,056,605
4021	Bio-Solids Processing	-	-	-	2,933,000	2,933,000	24,000	-	24,000	2,957,000
4025	RIX Facility	-	-	-	4,476,964	4,476,964	152,000	1,440,000	1,592,000	6,068,964
4040	Plant Maintenance	1,801,196	907,665	2,708,860	869,665	3,578,525	207,000	-	207,000	3,785,525
4042	Electrical, Instrumentation and SCADA	746,646	340,463	1,087,109	248,667	1,335,776	120,000	-	120,000	1,455,776
4050	Environmental Control	505,891	258,744	764,635	65,700	830,335	-	-	-	830,335
3060	Engineering	1,162,813	531,669	1,694,482	-	1,694,482	-	-	-	1,694,482
Total Water Reclamation Division		7,901,420	3,786,317	11,687,737	14,115,738	25,803,475	634,000	1,440,000	2,074,000	27,877,475
Subtotal Operating Expenses		10,693,055	5,901,465	16,594,521	21,522,730	38,117,251	4,086,000	37,172,550	41,258,550	79,375,801
Less: Overhead Applied Capital Assets		-	-	-	(753,751)	(753,751)	-	-	-	(753,751)
Total Operating Expenses		10,693,055	5,901,465	16,594,521	20,768,979	37,363,500	4,086,000	37,172,550	41,258,550	78,622,050
<u>Non-operating Expenses</u>										
Principle Payments on Debt Service		-	-	-	735,000	735,000	-	-	-	735,000
4095	Interest Expense	-	-	-	1,231,100	1,231,100	-	-	-	1,231,100
4095	Bond Service and Trustee Fees	-	-	-	3,000	3,000	-	-	-	3,000
Total Non-Operating Expenses		-	-	-	1,969,100	1,969,100	-	-	-	1,969,100
Total Expenses		\$ 10,693,055	\$ 5,901,465	\$ 16,594,521	\$ 22,738,079	\$ 39,332,600	\$ 4,086,000	\$ 37,172,550	\$ 41,258,550	\$ 80,591,150

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER TREATMENT FUND CAPITAL OUTLAY EXPENSE SUMMARY
FISCAL YEAR 2022-2023**

SECTION	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
Administrative Division					
2010	Finance				
8030	Computer Equipment	51,622	750,000	283,361	550,000
	Subtotal Finance	51,622	750,000	283,361	550,000
2050	Customer Relations				
8030	Computer Equipment	-	771,750	-	245,000
	Subtotal Customer Relations	-	771,750	-	245,000
4090	General Administrative Expense				
8010	Tools and Equipment	-	-	-	7,000
8030	Computer Equipment	-	-	-	1,425,000
8080	Capital Improvement Projects - Operations & Maintenance	-	-	-	1,310,000
8400	Capital Improvement Projects - Carryover	-	24,140,200	4,665,476	22,757,550
8400	Capital Improvement Projects - New Projects	-	9,290,000	-	11,665,000
8401	Capital Improvement Projects - Equipment	-	-	-	1,225,000
	Subtotal General Administration Expense	-	33,430,200	4,665,476	38,389,550
Subtotal Administrative Division		51,622	34,951,950	4,948,837	39,184,550
Water Reclamation Division					
4020	Operations				
8010	Tools and Equipment	60,779	61,900	24,402	131,000
	Subtotal Operations	60,779	61,900	24,402	131,000
6020	Collections Operations				
8020	Autos and Trucks	549,120	-	-	-
	Subtotal Operations	549,120	-	-	-
4021	Biosolids Processing				
8010	Tools and Equipment	-	-	-	24,000
	Subtotal Biosolids Processing	-	-	-	24,000
4025	RIX Facility				
8080	Capital Improvement Projects - Operations & Maintenance	-	-	-	88,000
8400	Capital Improvement Projects - Carryover	-	800,000	712,800	192,000
8400	Capital Improvement Projects - New Projects	-	628,000	-	1,160,000
8401	Capital Improvement Projects - Equipment	-	-	-	152,000
	Subtotal RIX Facility	-	1,428,000	712,800	1,592,000
4040	Plant Maintenance				
8010	Tools and Equipment	-	41,800	10,656	12,000
8020	Autos and Trucks	-	69,000	53,934	195,000
	Subtotal Plant Maintenance	-	110,800	64,590	207,000
4042	Electrical, Instrumentation and SCADA				
8020	Autos and Trucks	-	-	-	120,000
	Subtotal Electrical, Instrumentation and SCADA	-	-	-	120,000
Subtotal Water Reclamation Division		609,899	1,600,700	801,792	2,074,000
TOTAL CAPITAL OUTLAY, SEWER FUND		\$ 661,521	\$ 36,552,650	\$ 5,750,629	\$ 41,258,550

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND RESERVE RECONCILIATION
FISCAL YEAR 2022-2023**

Estimated Projections FY 2021-2022	Working Capital	Debt Proceeds	Totals
Beginning Estimated Unrestricted Cash Balance as of 07/01/2021	\$ 70,020,797	\$ 8,100,000	\$ 78,120,797
Operating			
Estimated Operating Revenues 06/30/2022	47,213,500	-	\$ 47,213,500
Estimated Operating Expenses 06/30/2022	(29,763,743)	-	\$ (29,763,743)
Total Net Operating Income/(Loss)	\$ 17,449,757	\$ 8,100,000	\$ 95,570,554
Non-Operating Revenue/(Expense) including Capital			
Estimated Non-Operating Revenues	\$ 3,071,340	\$ -	\$ 3,071,340
Estimated Non-Operating Expenses	(7,701,314)	-	(7,701,314)
Total Net Non-Operating Income/(Loss)	\$ (4,629,974)	\$ -	\$ (4,629,974)
Estimated Ending Reserve Balance as of 06/30/2022	\$ 82,840,580	\$ 8,100,000	\$ 90,940,580
FY 2022-2023 Proposed Budget			
Beginning Estimated Unrestricted Cash Balance as of 07/01/2022	\$ 82,840,580	A \$ 8,100,000	\$ 90,940,580
Operating:			
Proposed Budgeted Operating Revenues	38,553,200	-	38,553,200
Proposed Budgeted Operating Expenses	(37,363,500)	-	(37,363,500)
Total Operating Income/(Loss)	\$ 1,189,700	B \$ -	\$ 1,189,700
Non-Operating:			
Proposed Budgeted Non-Operating Revenues	\$ 590,300	\$ -	\$ 590,300
Proposed Budgeted Non-Operating Expenses	(1,969,100)	-	(1,969,100)
Total Non-Operating Income/(Loss)	\$ (1,378,800)	C \$ -	\$ (1,378,800)
Total Available for Capital (B + C)	\$ (189,100)	\$ -	\$ (189,100)
Proposed Budgeted Capital Contributions	2,460,000	-	2,460,000
Proposed Actual Capital Carryovers from PY	(14,849,550)	(8,100,000)	(22,949,550)
Proposed Actual New Capital Funding	(17,084,000)	-	(17,084,000)
Total Increase/(Decrease) in Reserves	\$ (29,662,650)	D \$ (8,100,000)	\$ (37,762,650)
Ending Reserve Balances as of 06/30/2023			
Unrestricted Reserves (A + D)	\$ 53,177,930	\$ -	\$ 53,177,930

Administration



Water Board

Section 1010

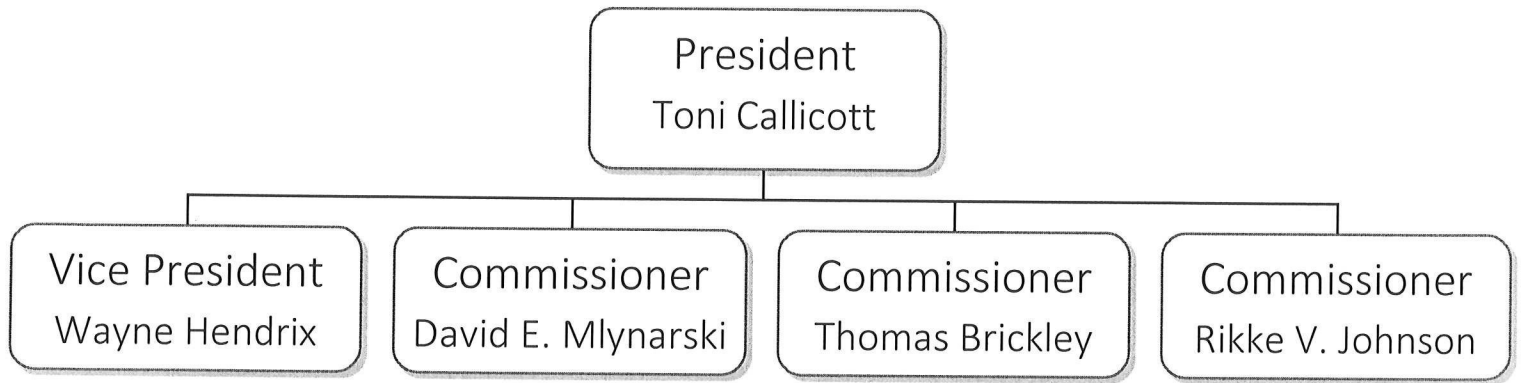
Water Board commissioners are appointed by the Mayor and Council of the City of San Bernardino for 6-year terms as established by the City of San Bernardino Charter Article VI: Section 603. Water and Wastewater. The Water Board meets every second and fourth Tuesday of each month.

Commissioners:

- Toni Callicott, President
- Wayne Hendrix, Vice President
- David E. Mlynarski
- Thomas Brickley
- Rikke Johnson



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
WATER BOARD - SECTION 1010



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER BOARD - SECTION 1010
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (50%)				
	Salaries				
100-1010-560-5110	SALARIES - FULL TIME	\$ 450	\$ 450	\$ 450	\$ 450
	Fringe Benefits				
100-1010-560-5230	GROUP MEDICAL INSURANCE	47,998	46,493	42,346	46,493
	SUBTOTAL PERSONNEL	<u>48,448</u>	<u>46,943</u>	<u>42,796</u>	<u>46,943</u>
	MAINTENANCE AND OPERATIONS				
100-1010-560-5310	TRAVEL & CONVENTION	-	-	-	5,000
100-1010-560-5370	MISCELLANEOUS EXPENSE	2,981	5,000	2,252	5,000
100-1010-560-5640	INSURANCE - BONDS	-	-	4,768	-
100-1010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	(1,567)	(2,500)	(3,510)	(5,000)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>1,415</u>	<u>2,500</u>	<u>3,510</u>	<u>5,000</u>
	OPERATING BUDGET - WATER	<u>49,862</u>	<u>49,443</u>	<u>46,306</u>	<u>51,943</u>
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (50%)				
	Salaries				
200-1010-560-5110	SALARIES - FULL TIME	270	270	180	450
400-1010-560-5110	SALARIES - FULL TIME	180	180	120	-
	Fringe Benefits				
200-1010-560-5230	GROUP MEDICAL INSURANCE	28,642	27,896	25,265	46,493
400-1010-560-5230	GROUP MEDICAL INSURANCE	19,094	18,597	16,843	-
	SUBTOTAL PERSONNEL	<u>48,186</u>	<u>46,943</u>	<u>42,408</u>	<u>46,943</u>
200-1010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	940	1,500	3,510	5,000
400-1010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	627	1,000	-	-
	OPERATING BUDGET - SEWER TREATMENT	<u>49,753</u>	<u>49,443</u>	<u>45,918</u>	<u>51,943</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 99,615</u>	<u>\$ 98,886</u>	<u>\$ 92,224</u>	<u>\$ 103,886</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Administrative	Water Board	1010		
DESCRIPTION:					
The five-member Water Board is appointed by the Mayor and serves as the Department's governing body. Commissioners' terms are six years and are salaried.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	<u>2020-21</u>	<u>2021-22</u>	<u>2022-2023</u>
		Board President	1	1	1
		Commissioners	4	4	4
			5	5	5
MAINTENANCE AND OPERATIONS					
5370	Miscellaneous Expense	Meeting refreshments, cellular service, iPads			
5310	Travel and Convention	Local, Regional, State, and Federal Conferences			
CAPITAL OUTLAY					
	None in this Budget				

Administration

Section 1050

The General Manager serves as chief executive officer to the Water Board and interprets and administers policies of the Board. The General Manager manages, plans, organizes, directs, and controls Water Department programs, services, and resources in accordance with short- and long-range goals, policy statements, and directives. The General Manager supports the Water Board, Mayor, City Council, and City Administration on all Water Department-related matters.

The Deputy General Manager oversees the Water Department's Administrative Services Division which provides core support for both internal and external customers aimed at ensuring and maintaining professional, efficient, and effective service levels. The division includes the following sections: Customer Service, Conservation and Public Affairs, Field and Meter Services, Fleet Services, Human Resources, and Information Technology.



Section 1050

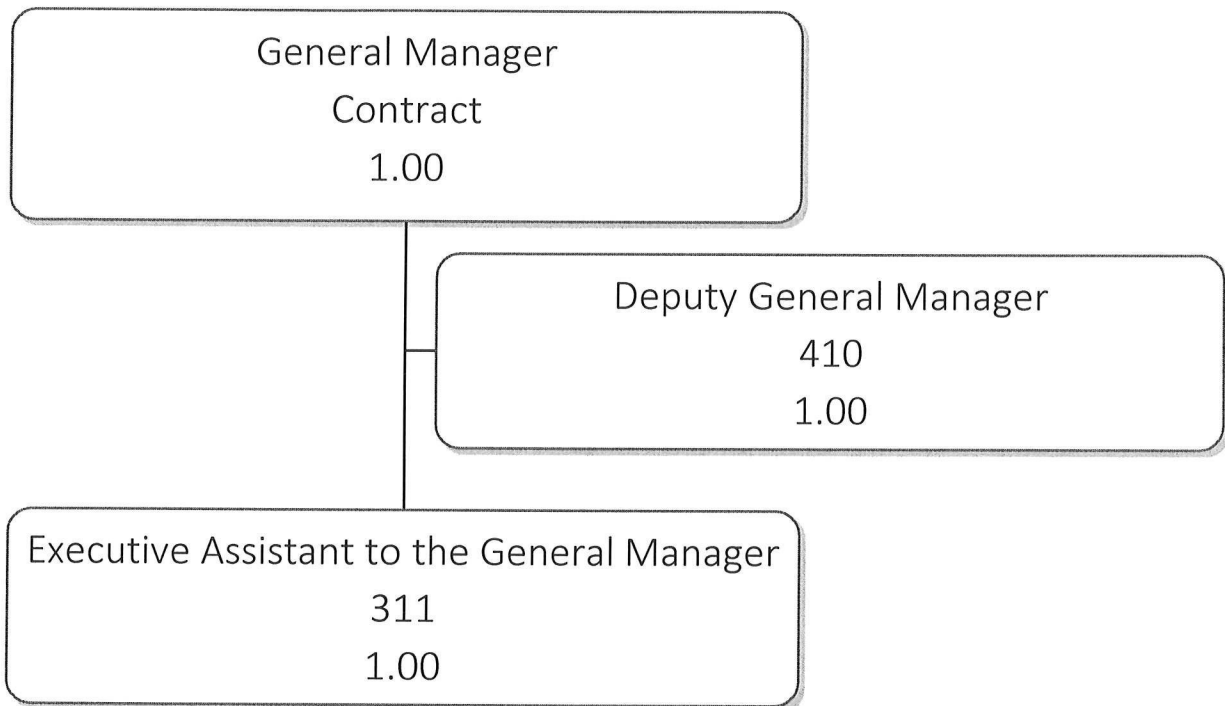
Accomplishments

- The Department continued its focus on the health and safety of its employees and the community it serves throughout the pandemic. Several measures were implemented that helped avoid the outbreak or spread of the disease within the Department and helped ensure that we continued to serve the public without interruption and at a high level.
- Water Board approved an update to the Strategic Plan. The update focused on the Action Plan which included 77 specific actions after the previous update. Of the 77 actions, 8 were delayed due to the pandemic, 5 were delayed for non-Covid reasons, 17 were completed, 12 remained on schedule, and 35 were ongoing. Fourteen new actions were included bringing the total count in the update to 74.
- City Council adopted an ordinance that essentially transferred all wastewater-related regulations from the City Municipal Code to the Water Department Rules and Regulations. The Water Board subsequently approved related updates to existing and new Rules and Regulations.
- Water Board approved water and wastewater rate adjustments supporting the long-term financial health of the Water Department.
- A transition MOU with EVWD was executed to support Sterling treatment plant startup and ensure Water Department operational impacts are considered.

Objectives and Goals

- Continue leading the Department through the pandemic with the health and safety of Water Department employees and the public as a top priority.
- Begin Construction of the Tertiary Treatment System.
- Begin construction of Phase I of the Water Utility Yards Relocation Project which involves the construction of an Administration Building.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
ADMINISTRATION - SECTION 1050



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ADMINISTRATION - SECTION 1050
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (40%)				
	Salaries				
100-1050-560-5110	SALARIES - FULL TIME	\$ 334,166	\$ 254,791	\$ 240,001	\$ 262,356
	Fringe Benefits				
100-1050-560-5205	PERS - EMPLOYER PAID	28,010	23,096	26,081	17,590
100-1050-560-5208	PERS - EMPLOYER PAID-UAL	59,099	50,980	24,696	58,388
100-1050-560-5215	DEFERRED COMP - EMPLOYER PAID	4,922	4,216	91,046	8,432
100-1050-560-5220	MEDICARE TAXES	4,874	3,694	4,451	3,804
100-1050-560-5230	GROUP MEDICAL INSURANCE	22,861	19,731	4,177	20,166
100-1050-560-5245	LIFE AND AD&D INSURANCE	105	79	17,337	79
	SUBTOTAL PERSONNEL	<u>454,036</u>	<u>356,587</u>	<u>407,789</u>	<u>370,816</u>
	MAINTENANCE AND OPERATIONS				
100-1050-560-5310	TRAVEL AND CONVENTION	-	2,000	73	3,500
100-1050-560-5320	TRAINING EXPENSES	-	2,500	-	500
100-1050-560-5330	EMPLOYEE REIMBURSEMENTS	705	1,500	216	500
100-1050-560-5370	MISCELLANEOUS EXPENSE	292	7,500	1,005	5,000
100-1050-560-5380	MEMBERSHIP AND DUES	7,374	9,000	10,133	9,500
100-1050-560-5390	EMPLOYEE RECOGNITION EVENTS	10,075	25,000	18,516	35,000
100-1050-560-5405	GENERAL OFFICE SUPPLIES	1,757	3,000	1,205	3,000
100-1050-560-5425	BOOKS AND PUBLICATIONS	60	-	-	-
100-1050-560-5455	TELEPHONE	5,853	6,000	7,234	9,000
100-1050-560-5465	MINOR OFFICE EQUIPMENT	86	-	-	-
100-1050-560-5510	CONSULTING SERVICES	-	20,000	1,360	35,000
100-1050-560-5520	LEGAL SERVICES	67,735	400,000	45,153	170,000
100-1050-560-5640	INSURANCE/BONDS	1,788	2,000	-	2,000
100-1050-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (40%)	<u>(52,769)</u>	<u>(287,100)</u>	<u>(50,937)</u>	<u>(163,800)</u>
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>42,956</u>	<u>191,400</u>	<u>33,958</u>	<u>109,200</u>
	OPERATING BUDGET - WATER	<u>496,992</u>	<u>547,987</u>	<u>441,747</u>	<u>480,016</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ADMINISTRATION - SECTION 1050
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (50%)				
	Salaries				
200-1050-560-5110	SALARIES - FULL TIME	236,232	191,093	226,900	327,944
400-1050-560-5110	SALARIES - FULL TIME	157,490	127,395	151,112	-
	Fringe Benefits				
200-1050-560-5205	PERS - EMPLOYER PAID	19,719	17,322	14,093	21,988
200-1050-560-5208	PERS - EMPLOYER PAID-UAL	44,323	38,235	68,245	72,986
200-1050-560-5215	DEFERRED COMP - EMPLOYER PAID	3,691	3,162	3,637	10,540
200-1050-560-5220	MEDICARE TAXES	3,447	2,771	3,321	4,755
200-1050-560-5230	GROUP MEDICAL INSURANCE	17,146	14,798	15,019	25,208
200-1050-560-5245	LIFE AND AD&D INSURANCE	79	59	67	99
400-1050-560-5205	PERS - EMPLOYER PAID	13,145	11,548	9,395	-
400-1050-560-5208	PERS - EMPLOYER PAID-UAL	29,550	25,490	22,748	-
400-1050-560-5215	DEFERRED COMP - EMPLOYER PAID	2,461	2,108	2,392	-
400-1050-560-5220	MEDICARE TAXES	2,297	1,847	2,213	-
400-1050-560-5230	GROUP MEDICAL INSURANCE	11,431	9,865	10,012	-
400-1050-560-5245	LIFE AND AD&D INSURANCE	52	40	44	-
	SUBTOTAL PERSONNEL	<u>541,064</u>	<u>445,733</u>	<u>529,198</u>	<u>463,519</u>
200-1050-560-5330	EMPLOYEE REIMBURSEMENTS	209	-	126	-
200-1050-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	26,385	143,550	42,448	136,500
400-1050-560-5330	EMPLOYEE REIMBURSEMENTS	140	-	84	-
400-1050-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	<u>17,590</u>	<u>95,700</u>	<u>-</u>	<u>-</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>585,387</u>	<u>684,983</u>	<u>571,856</u>	<u>600,019</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ADMINISTRATION - SECTION 1050
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (10%)				
	Salaries				
300-1050-560-5110	SALARIES - FULL TIME	78,744	63,698	75,556	65,589
	Fringe Benefits				
300-1050-560-5205	PERS - EMPLOYER PAID	6,573	5,774	4,697	4,398
300-1050-560-5208	PERS - EMPLOYER PAID-UAL	14,774	12,745	45,496	14,597
300-1050-560-5215	DEFERRED COMP - EMPLOYER PAID	1,230	1,054	1,196	2,108
300-1050-560-5220	MEDICARE TAXES	1,149	924	1,107	951
300-1050-560-5230	GROUP MEDICAL INSURANCE	5,715	4,933	5,005	5,042
300-1050-560-5245	LIFE AND AD&D INSURANCE	26	20	22	20
	SUBTOTAL PERSONNEL	<u>108,212</u>	<u>89,148</u>	<u>133,079</u>	<u>92,704</u>
300-1050-560-5330	EMPLOYEE REIMBURSEMENTS	70	-	42	-
300-1050-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (10%)	<u>8,795</u>	<u>47,850</u>	<u>8,490</u>	<u>27,300</u>
	OPERATING BUDGET - RIX	<u>117,076</u>	<u>136,998</u>	<u>141,611</u>	<u>120,004</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>1,199,455</u>	<u>1,369,968</u>	<u>1,155,213</u>	<u>1,200,039</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 1,199,455</u>	<u>\$ 1,369,968</u>	<u>\$ 1,155,213</u>	<u>\$ 1,200,039</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Administrative	Administration	1050		
DESCRIPTION:					
The General Manager serves the role of coordinating the efforts of the various Water Department Divisions and keeping the Board of Water Commissioners apprised of matters dealing with general operations, legislation, litigation, etc.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-2023
		General Manager	1	1	1
		Deputy General Manager	1	1	1
		Executive Assistant to the General Manager	1	1	1
			3	3	3
*= Was budgeted in section 1055					
MAINTENANCE AND OPERATIONS					
5310	Travel and Convention	Local, Regional, State, and Federal Conferences			
5320	Training Expense	Conferences and training			
5330	Employee Reimbursements	Certifications, Computer Glasses			
5370	Miscellaneous Expense	Executive Meetings/Events			
5380	Membership and Dues	AWWA			
5390	Employee Recognition Events	Quarterly Employee Events and City Sponsored Employee Events			
5405	General Office Supplies	General Office Supplies for Administration			
5455	Telephone	(5) city lines, (3) cell phone, and (1) sat line			
5465	Office Equipment	General Office Equipment for Administration			
5510	Consulting Services	Miscellaneous Consulting services and Department History Book			
5520	Legal Services	Approximately\$70k City BBK retainer and \$100k Miscellaneous Special Counsel			
5640	Bonds	Bond for the General Manager per City Charter			
CAPITAL OUTLAY					
None in this Budget					

Human Resources



Section 1070

Human Resources strives to provide courteous, effective, and high-quality service to all Water Department divisions, employees, and customers concerning Water Department Human Resources programs and activities. Services provided include:

- Recruitment Planning
- Exam Development
- Establishing and maintaining classification and compensation practices
- Assisting with organizational development, reorganization, and structuring of positions and work within divisions
- Advising employees of the provisions and enrollment options for various health, dental, vision, life insurance, medical, and childcare reimbursement, deferred compensation, and retiree health plans
- Administering leave programs
- Administering the Short-Term and Long-Term Disability plans
- Developing and updating policies and procedures
- Administering employee evaluation practices
- Preparing and processing a variety of personnel transactions
- Representing the Water Department in labor relations and negotiations
- Administering disciplinary actions

Section 1070

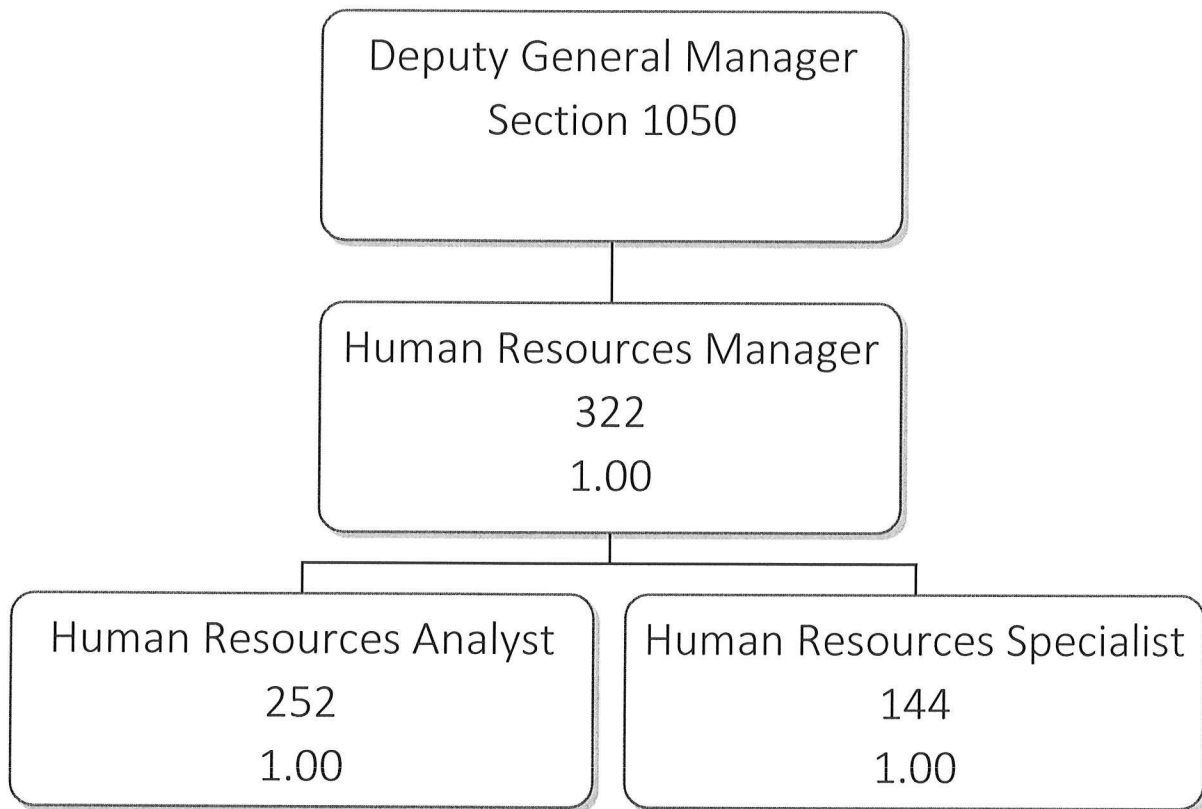
Accomplishments

- Conducted Annual Benchmark Salary Survey and Job Analysis.
- Despite continuing COVID-19 restraints, staff consisting of 3 employees received, screened, and processed 1949 applications to date and opened 48 recruitments; Reviewed and revised interview questions; set up virtual interviews and/or virtual performance testing for 383 candidates to date.
- Completed annual policy review and employee acknowledgment of review of all policies.
- Implemented Department NEOGOV site.

Objectives and Goals

- Conduct Annual Benchmark Salary Survey for 2022/2023 consisting of 21 benchmark classifications; Review related job descriptions as necessary.
- Continue to work toward the expansion of internship opportunities within the Department.
- Develop innovative and effective recruitment techniques and practices for difficult to recruit/retain positions.
- Continue to standardize Human Resources functions to be in line with best practices and identify opportunities to streamline operations and compress timelines.
- Enhance the new employee orientation process to be more welcoming and interactive.
- Train appropriate Department staff on the Department NEOGOV site to streamline the recruitment process, move to a completely paperless recruitment request process, and provide additional viewing capabilities to hiring managers.
- Continue to ensure a discrimination-free work environment.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
HUMAN RESOURCES - SECTION 1070



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
HUMAN RESOURCES - SECTION 1070
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (53%)				
	Salaries				
100-1070-560-5110	SALARIES - FULL TIME	\$ 167,538	\$ 157,298	\$ 155,678	\$ 168,986
	Fringe Benefits				
100-1070-560-5205	PERS - EMPLOYER PAID	14,018	10,555	11,420	9,615
100-1070-560-5208	PERS - EMPLOYER PAID-UAL	28,440	31,473	41,582	37,609
100-1070-560-5215	DEFERRED COMP - EMPLOYER PAID	847	861	804	1,723
100-1070-560-5220	MEDICARE TAXES	2,374	2,281	2,196	2,450
100-1070-560-5230	GROUP MEDICAL INSURANCE	15,928	19,955	17,606	20,395
100-1070-560-5245	LIFE AND AD&D INSURANCE	83	88	79	88
	SUBTOTAL PERSONNEL	<u>229,228</u>	<u>222,511</u>	<u>229,365</u>	<u>240,865</u>
	MAINTENANCE AND OPERATIONS				
100-1070-560-5310	TRAVEL AND CONVENTION	-	-	-	5,000
100-1070-560-5320	TRAINING EXPENSE	2,925	11,000	1,060	10,000
100-1070-560-5330	EMPLOYEE REIMBURSEMENTS	86	-	-	-
100-1070-560-5360	PHYSICAL EXAMINATIONS	-	500	-	250
100-1070-560-5370	MISCELLANEOUS EMPLOYEE EXPENSE	12,167	7,200	10,303	8,500
100-1070-560-5380	MEMBERSHIP AND DUES	219	4,500	4,552	5,100
100-1070-560-5405	GENERAL OFFICE SUPPLIES	13,413	2,000	1,030	2,000
100-1070-560-5450	POSTAGE-EXPRESS DELIVERY	26	100	42	600
100-1070-560-5455	TELEPHONE	1,450	4,400	1,002	4,400
100-1070-560-5465	OFFICE EQUIPMENT	-	1,000	-	-
100-1070-560-5470	COMPUTER EQUIPMENT	-	-	-	1,000
100-1070-560-5520	LEGAL SERVICES	50,046	125,000	43,876	100,000
100-1070-560-5525	OTHER PROFESSIONAL SERVICES	41,410	50,000	12,244	75,000
100-1070-560-6140	MAINTENANCE SERVICES	3,804	4,000	3,384	4,000
100-1070-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (53%)	(31,392)	(98,559)	(36,422)	(101,450)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>94,155</u>	<u>111,141</u>	<u>41,071</u>	<u>114,401</u>
	OPERATING BUDGET - WATER	<u>323,383</u>	<u>333,652</u>	<u>270,436</u>	<u>355,266</u>
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (44%)				
	Salaries				
200-1070-560-5110	SALARIES - FULL TIME	86,150	100,908	99,866	140,290
400-1070-560-5110	SALARIES - FULL TIME	19,070	29,679	29,370	-
	Fringe Benefits				
200-1070-560-5205	PERS - EMPLOYER PAID	8,128	6,771	7,325	7,983
200-1070-560-5208	PERS - EMPLOYER PAID-UAL	18,245	20,190	26,675	31,222
200-1070-560-5215	DEFERRED COMP - EMPLOYER PAID	490	553	516	1,430
200-1070-560-5220	MEDICARE TAXES	1,216	1,463	1,409	2,034
200-1070-560-5230	GROUP MEDICAL INSURANCE	9,447	12,801	11,295	16,932
200-1070-560-5245	LIFE AND AD&D INSURANCE	49	57	50	73
400-1070-560-5205	PERS - EMPLOYER PAID	1,803	1,991	2,154	-
400-1070-560-5208	PERS - EMPLOYER PAID-UAL	5,366	5,938	7,845	-
400-1070-560-5215	DEFERRED COMP - EMPLOYER PAID	108	163	151	-
400-1070-560-5220	MEDICARE TAXES	269	430	414	-
400-1070-560-5230	GROUP MEDICAL INSURANCE	2,255	3,765	3,322	-
400-1070-560-5245	LIFE AND AD&D INSURANCE	11	17	14	-
	SUBTOTAL PERSONNEL	<u>152,607</u>	<u>184,726</u>	<u>190,406</u>	<u>199,964</u>
	MAINTENANCE AND OPERATIONS				
200-1070-560-5330	EMPLOYEE REIMBURSEMENTS	46	-	-	-
200-1070-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (44%)	22,709	71,298	34,097	94,974
400-1070-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	6,679	20,970	-	-
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>29,434</u>	<u>92,268</u>	<u>34,097</u>	<u>94,974</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>182,041</u>	<u>276,994</u>	<u>224,503</u>	<u>294,938</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
HUMAN RESOURCES - SECTION 1070
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (3%)				
	Salaries				
300-1070-560-5110	SALARIES - FULL TIME	7,851	8,904	8,810	9,565
	Fringe Benefits				
300-1070-560-5205	PERS - EMPLOYER PAID	741	597	646	544
300-1070-560-5208	PERS - EMPLOYER PAID-UAL	1,610	1,781	2,353	2,129
300-1070-560-5215	DEFERRED COMP - EMPLOYER PAID	45	49	45	98
300-1070-560-5220	MEDICARE TAXES	111	129	124	139
300-1070-560-5230	GROUP MEDICAL INSURANCE	855	1,130	996	1,154
300-1070-560-5245	LIFE AND AD&D INSURANCE	4	5	4	5
	SUBTOTAL PERSONNEL	<u>11,217</u>	<u>12,595</u>	<u>12,978</u>	<u>13,634</u>
300-1070-560-5330	EMPLOYEE REIMBURSEMENTS	4	-	-	-
300-1070-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (3%)	2,004	6,291	2,325	6,476
	OPERATING BUDGET - RIX	<u>13,225</u>	<u>18,886</u>	<u>15,303</u>	<u>20,109</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>518,648</u>	<u>629,532</u>	<u>510,242</u>	<u>670,313</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-
	TOTAL BUDGET	<u>\$ 518,648</u>	<u>\$ 629,532</u>	<u>\$ 510,242</u>	<u>\$ 670,313</u>

DESCRIPTION:					
This section administers all employee, retiree, and Water Boards' employment benefit programs. The section supervisor reports directly to the Deputy					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Human Resources Manager	1	1	1
		Human Resources Analyst	1	1	1
		Human Resources Specialist	1	1	1
			3	3	3
MAINTENANCE AND OPERATIONS					
5310	Travel and Convention	Conferences, Seminars			
5320	Training Expense	Department wide Sexual Harassment Training (including online for new hires/promotions to mid-mgmt.), LCW Workshops; HR Staff Development training; Unused Credit of \$1245 for wellness programs is also in this account.			
5360	Physical Examination and X-ray	Random drug tests			
5370	Miscellaneous Employee Expense	Employee Service Pins and Gifts, New employee welcome baskets			
5380	Membership and Dues	Liebert Cassidy ERC Membership \$(4500), SHRM Memberships (\$600);			
5405	General Office Supplies	Toner, etc.			
5450	Postage and Express Delivery	Mailings to retirees and employees; Conf envelopes for suggestion boxes			
5455	Telephone	2 Cell Phones			
5520	Legal Service	Estimated legal services for Dept. Wide sections such as Administration and Finance Divisions			
5525	Other Professional Services	HR Consulting Services; IAP meeting consultant; Convercent (\$4000), NEOGOV (\$10488), Online Applicant Testing (\$4515), Health Fair, Job Fairs			
6140	Maintenance Services	Annual Copier Lease			
CAPITAL OUTLAY					
	None in this Budget				

Finance and Accounting

Section 2010

The Finance section provides business support functions to the operating divisions. It is responsible for budgeting, cost accounting, grants accounting, and construction order tracking. Finance plans, organizes, directs, and administers the Water Department programs involving accounting, debt financing, rate analysis, long-range financial planning, and construction financing.



Section 2010

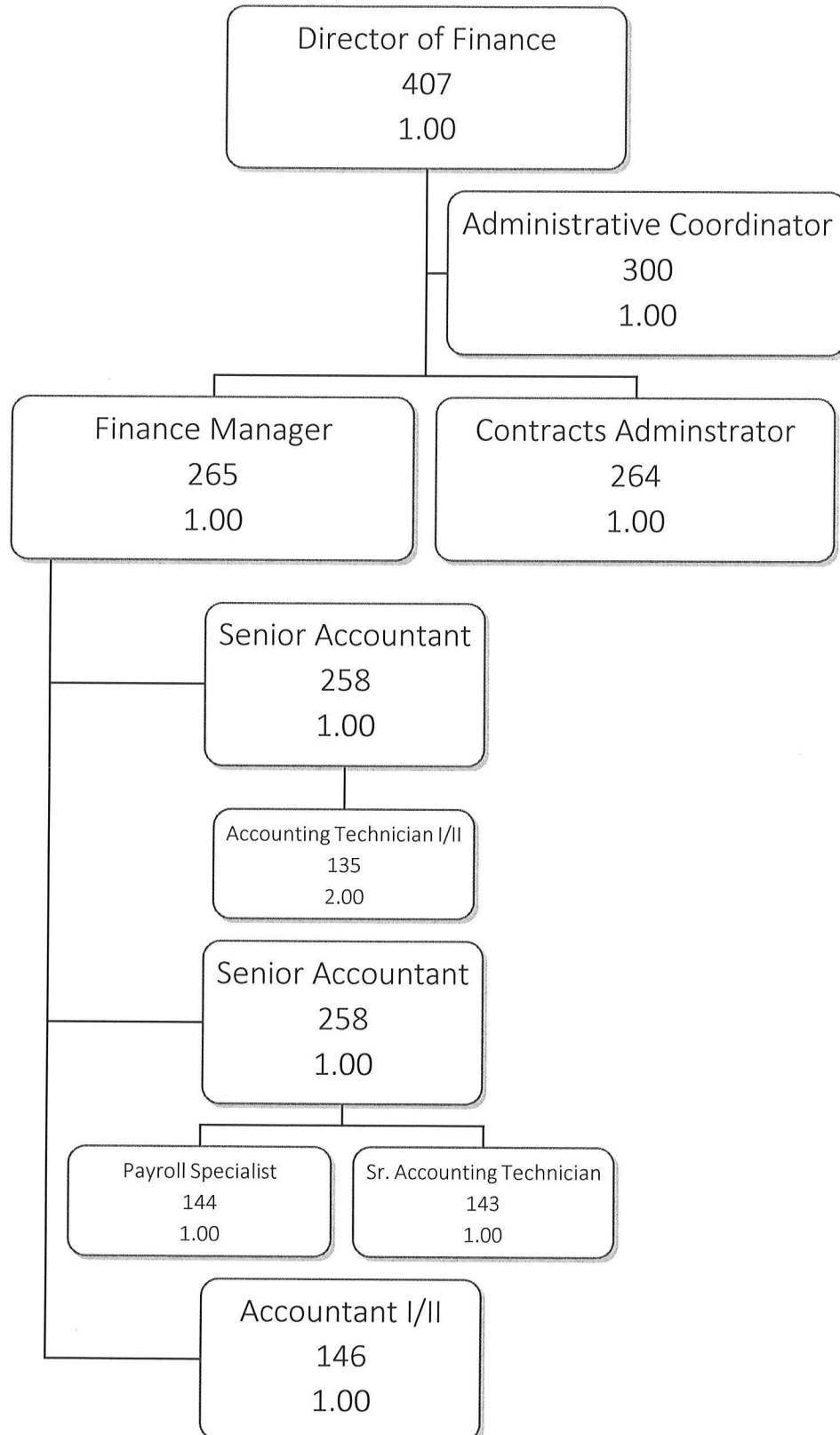
Accomplishments

- Issued over 6,000 payments to vendors electronically and by paper check.
- Awarded 5 competitively bid contracts and 10 Professional Service Agreements to the lowest responsive, responsible bidder.
- Updated the Department's reserve policy.
- Adopted new rates for water and sewer enterprise funds.
- Completed enrollment in Wells Fargo payment manager to increase electronic payments to vendors.
- Issued 2,200 Purchase Orders to fulfill department operational needs.
- Revised order processes to address ongoing supply chain issues related to Covid.

Objectives and Goals

- Implement the Financial management and Payroll module of the new ERP software.
- Develop wholesale rates for potential future water sales to neighboring agencies.
- Review and update financial policies to reflect new processes and efficiencies associated with ERP implementation.
- Complete capacity charge studies for sewer treatment, sewer collection, and geothermal systems.
- Expansion of suppliers to cope with logistics challenges.
- Reviewing inventory items for cooperative leverage volume pricing opportunities.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
FINANCE & ACCOUNTING - SECTION 2010



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FINANCE AND ACCOUNTING - SECTION 2010
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (45%)				
	Salaries				
100-2010-560-5110	SALARIES - FULL TIME	\$ 386,346	\$ 424,835	\$ 405,036	\$ 513,626
	Fringe Benefits				
100-2010-560-5205	PERS - EMPLOYER PAID	38,329	28,506	35,085	29,225
100-2010-560-5208	PERS - EMPLOYER PAID-UAL	68,790	85,003	112,307	114,310
100-2010-560-5215	DEFERRED COMP - EMPLOYER PAID	2,404	2,080	2,688	4,388
100-2010-560-5220	MEDICARE TAXES	5,603	6,160	5,934	7,448
100-2010-560-5230	GROUP MEDICAL INSURANCE	62,551	67,467	59,319	77,575
100-2010-560-5245	LIFE AND AD&D INSURANCE	215	225	212	253
100-2010-560-5250	UNEMPLOYMENT BENEFITS	(7,242)	-	-	-
	SUBTOTAL PERSONNEL	<u>556,995</u>	<u>614,276</u>	<u>620,581</u>	<u>746,824</u>
	MAINTENANCE AND OPERATIONS				
100-2010-560-5310	TRAVEL & CONVENTION	25	3,000	1,705	3,000
100-2010-560-5320	TRAINING EXPENSES	2,842	3,000	4,766	6,000
100-2010-560-5330	EMPLOYEE REIMBURSEMENTS	1,587	3,500	1,722	2,000
100-2010-560-5340	UNIFORM RENTAL/CLEANING	11,424	15,000	7,492	10,000
100-2010-560-5350	SAFETY CLOTHING AND SUPPLIES	1,238	1,000	1,024	1,000
100-2010-560-5370	MISCELLANEOUS EXPENSE	447	1,000	661	500
100-2010-560-5380	MEMBERSHIP & DUES	1,407	2,000	1,517	2,000
100-2010-560-5405	GENERAL OFFICE SUPPLIES	16,903	13,000	15,233	20,000
100-2010-560-5420	PRINTED MATERIALS AND PRINTING	285	-	551	1,000
100-2010-560-5440	COMPUTER / COPIER LEASE	4,871	5,000	4,429	6,000
100-2010-560-5450	POSTAGE AND EXPRESS DELIVERY	12,116	15,000	13,890	15,000
100-2010-560-5455	TELEPHONE	8,327	6,000	6,710	6,500
100-2010-560-5470	COMPUTER EQUIPMENT	18,632	3,000	10,186	15,000
100-2010-560-5480	OFFICE FURNITURE	-	-	86	-
100-2010-560-5510	CONSULTING SERVICES	93,399	95,000	101,488	115,200
100-2010-560-5525	OTHER PROFESSIONAL SERVICES	74,138	133,500	83,235	110,000
100-2010-560-5530	PROFESSIONAL SERVICES (Accounting/Audit)	49,521	57,000	45,933	60,000
100-2010-560-5545	ADVERTISING SERVICES	4,424	26,000	9,467	15,000
100-2010-560-5550	SOFTWARE SUPPORT	-	-	-	85,000
100-2010-560-5640	INSURANCE/BONDS	1,788	2,000	-	2,000
100-2010-560-6210	PERMITS AND FEES	240	-	-	-
100-2010-560-6410	MATERIALS AND SUPPLIES	4,573	5,000	3,731	5,000
100-2010-560-6510	SMALL TOOLS AND EQUIPMENT	602	-	316	-
100-2010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (45%)	(200,620)	(233,400)	(172,778)	(264,110)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>108,170</u>	<u>155,600</u>	<u>141,364</u>	<u>216,090</u>
	OPERATING BUDGET - WATER	<u>665,165</u>	<u>769,876</u>	<u>761,945</u>	<u>962,914</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FINANCE AND ACCOUNTING - SECTION 2010
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
SEWER TREATMENT FUND					
PERSONNEL (45%)					
Salaries					
200-2010-560-5110	SALARIES - FULL TIME	274,004	318,626	276,294	513,626
400-2010-560-5110	SALARIES - FULL TIME	182,672	212,417	184,189	-
Fringe Benefits					
200-2010-560-5205	PERS - EMPLOYER PAID	28,747	21,380	24,458	29,225
200-2010-560-5208	PERS - EMPLOYER PAID-UAL	51,592	63,752	84,230	114,310
200-2010-560-5215	DEFERRED COMP - EMPLOYER PAID	1,803	1,560	1,732	4,388
200-2010-560-5220	MEDICARE TAXES	3,974	4,620	4,053	7,448
200-2010-560-5230	GROUP MEDICAL INSURANCE	47,419	50,600	42,754	77,575
200-2010-560-5245	LIFE AND AD&D INSURANCE	162	169	147	253
400-2010-560-5205	PERS - EMPLOYER PAID	19,162	14,253	16,302	-
400-2010-560-5208	PERS - EMPLOYER PAID-UAL	34,395	42,501	56,153	-
400-2010-560-5215	DEFERRED COMP - EMPLOYER PAID	1,201	1,040	1,154	-
400-2010-560-5220	MEDICARE TAXES	2,649	3,080	2,701	-
400-2010-560-5230	GROUP MEDICAL INSURANCE	31,613	33,733	28,503	-
400-2010-560-5245	LIFE AND AD&D INSURANCE	108	112	99	-
SUBTOTAL PERSONNEL		<u>679,501</u>	<u>767,843</u>	<u>722,769</u>	<u>746,824</u>
MAINTENANCE AND OPERATIONS					
200-2010-560-5330	EMPLOYEE REIMBURSEMENTS	897	-	517	-
200-2010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (45%)	100,310	116,700	141,364	216,090
400-2010-560-5330	EMPLOYEE REIMBURSEMENTS	598	-	345	-
400-2010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (20%)	<u>66,873</u>	<u>77,800</u>	<u>-</u>	<u>-</u>
SUBTOTAL MAINTENANCE AND OPERATIONS		<u>168,679</u>	<u>194,500</u>	<u>142,226</u>	<u>216,090</u>
OPERATING BUDGET - SEWER TREATMENT		<u>848,180</u>	<u>962,343</u>	<u>864,995</u>	<u>962,914</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FINANCE AND ACCOUNTING - SECTION 2010
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (10%)				
	Salaries				
300-2010-560-5110	SALARIES - FULL TIME	91,334	106,209	92,095	114,139
	Fringe Benefits				
300-2010-560-5205	PERS - EMPLOYER PAID	9,582	7,127	8,152	6,495
300-2010-560-5208	PERS - EMPLOYER PAID-UAL	17,197	21,251	28,076	25,402
300-2010-560-5215	DEFERRED COMP - EMPLOYER PAID	601	520	577	975
300-2010-560-5220	MEDICARE TAXES	1,325	1,540	1,351	1,655
300-2010-560-5230	GROUP MEDICAL INSURANCE	15,806	16,867	14,251	17,239
300-2010-560-5245	LIFE AND AD&D INSURANCE	54	56	49	56
	SUBTOTAL PERSONNEL	<u>135,900</u>	<u>153,570</u>	<u>144,551</u>	<u>165,961</u>
	MAINTENANCE AND OPERATIONS				
300-2010-560-5330	EMPLOYEE REIMBURSEMENTS	-	-	172	-
300-2010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (10%)	<u>33,437</u>	<u>38,900</u>	<u>31,414</u>	<u>48,020</u>
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>33,437</u>	<u>38,900</u>	<u>31,586</u>	<u>48,020</u>
	OPERATING BUDGET - RIX	<u>169,337</u>	<u>192,470</u>	<u>176,137</u>	<u>213,981</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>1,682,682</u>	<u>1,924,689</u>	<u>1,803,077</u>	<u>2,139,808</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS - WATER				
100-2010-580-8030	COMPUTER EQUIPMENT	52,042	750,000	283,362	550,000
	SUBTOTAL CAPITAL OUTLAY - WATER	<u>52,042</u>	<u>750,000</u>	<u>283,362</u>	<u>550,000</u>
	CAPITAL OUTLAY ITEMS - SEWER				
200-2010-580-8030	COMPUTER EQUIPMENT	31,225	450,000	170,017	550,000
400-2010-580-8030	COMPUTER EQUIPMENT	20,397	300,000	113,344	-
	SUBTOTAL CAPITAL OUTLAY - SEWER	<u>51,622</u>	<u>750,000</u>	<u>283,361</u>	<u>550,000</u>
	SUBTOTAL CAPITAL OUTLAY	<u>103,664</u>	<u>1,500,000</u>	<u>566,723</u>	<u>1,100,000</u>
	TOTAL BUDGET	<u>\$ 1,786,346</u>	<u>\$ 3,424,689</u>	<u>\$ 2,369,800</u>	<u>\$ 3,239,808</u>

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Finance and Accounting	2010
DESCRIPTION:			
This Section provides business support functions to the operating divisions. It is responsible for budgeting, cost accounting, grants accounting, contract administration, and construction order tracking.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2019-20 2021-22 2022-232
		Director of Finance	1 1 1
		Administrative Coordinator	1 1 1
		Finance Manager	1 1 1
	<i>* previously budgeted in section 1055</i>	Contract Administrator*	0 1 1
		Senior Accountant	2 2 2
		Accountant	1 1 1
		Senior Accounting Technician	1 1 1
		Payroll Technician	1 1 1
		Accounting Technician	2 2 2
			10 11 11
MAINTENANCE AND OPERATIONS			
5310	Travel & Convention	CSMFO & CAPPO Chapter Meetings and Conferences	
5320	Training Expenses	Excel training, training for new staff through CSMFO, GFOA webinars, CAPPO training for purchasing	
5330	Employee Reimbursements	For employees participating in the Department's employee education reimbursement program	
5340	Uniform Rental/Cleaning	Uniform rental, cleaning, and replacement for employees	
5350	Safety Clothing and Supplies	Employee clothing, shoes, helmets, and shade protection per regulations	
5370	Miscellaneous Expense	Miscellaneous expenses	
5380	Membership & Dues	CSMFO, APA, CAPPO and GFOA Membership	
5405	General Office Supplies	Office supplies	
5440	Computer / Copier Lease	Lease on Color Copier	
5450	Postage and Express Delivery	Postage for all mail other than customer bills	
5455	Telephone	Wireless phone and connection charges	
5470	Computer Equipment	Laptops, printers and scanners	
5510	Consulting Services	Investment custody fees, investment advisory fees, ACA payroll services	
5525	Other Professional Services	GASB 75 Actuarial Study, Department rate study, Land Appraisals, and Employee Fraud hotline	
5530	Professional Services	Annual audit services	
5545	Advertising Services	Legal advertisements for bids	
5640	Insurance/ Bonds	Bonds	
6410	Materials and Supplies	Supplies, such as heavy duty pallets, wood blocking, and gaskets, etc.	
6510	Small Tools and Equipment	Tools and equipment under \$5,000	
CAPITAL OUTLAY			
8030	Computer Equipment	Tyler Munis ERP	

Section 2030

The Information Technology (IT) section is responsible for the installation, maintenance, management, and improvement of technology resources in the Department. Other critical responsibilities of IT include the development of specialized computer applications, workstation customization for over 300 workstations, installation and configuration of new and existing IT-related equipment, server and network management, network security, voice networks, e-mail, internet access, audio/visual equipment, and end-user support. IT manages a hyper-converged server environment hosting over 60 systems, local and wide-area networking at four facilities and works closely with project managers and department liaisons to develop specifications and make recommendations on the use of new and emerging technologies.



Section 2030

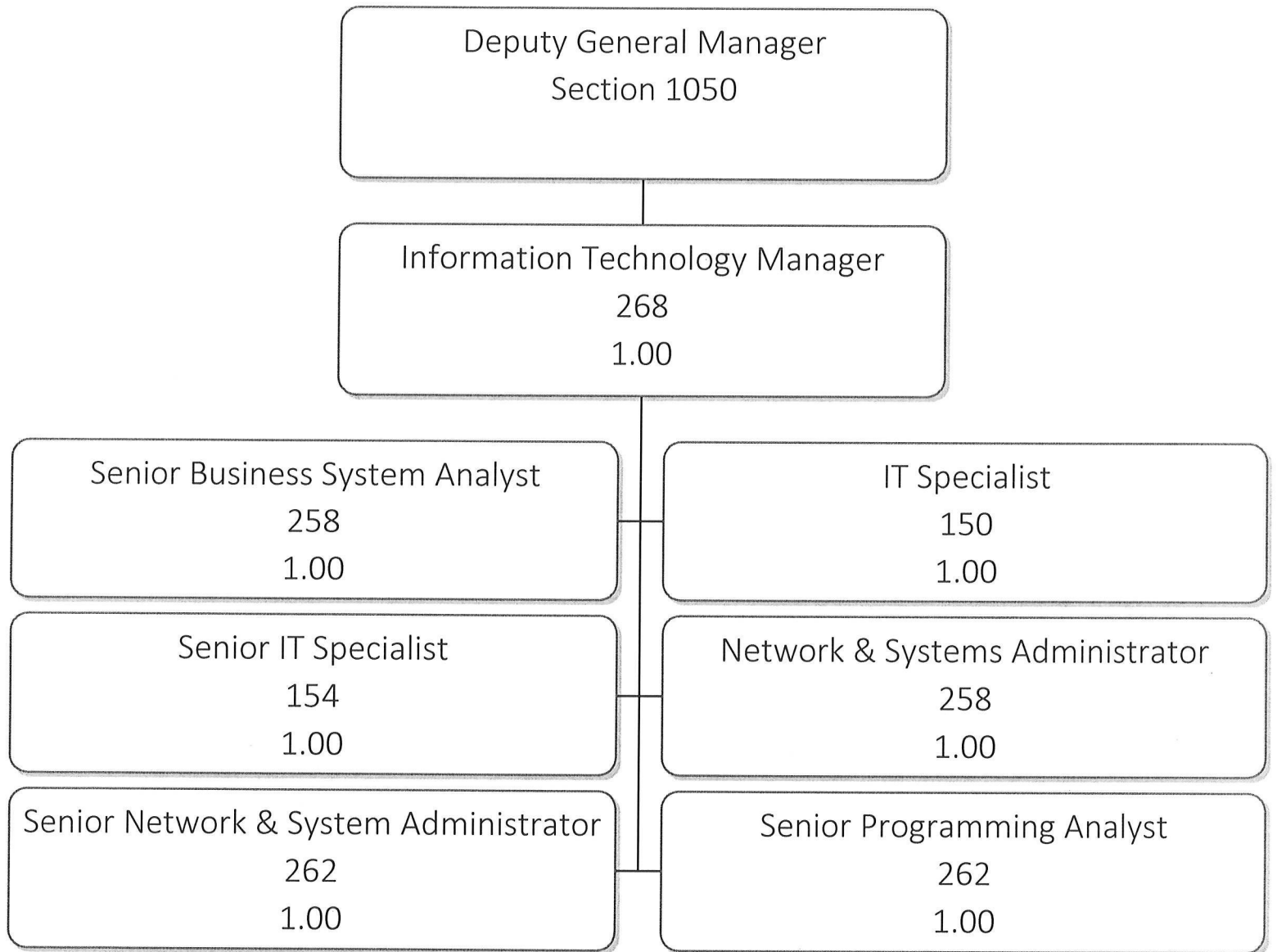
Accomplishments

- Implemented Department retention policies in Laserfiche.
- Implemented an Environmental, Health, and Safety software.
- Started a Cybersecurity awareness program.
- Network equipment refresh completed throughout Department facilities.
- Cybersecurity priority 1 solutions implemented.

Objectives and Goals

- Implement a formal project management program.
- Implement an IT asset replacement schedule.
- Develop and implement a unified backup and disaster recovery solution.
- Storage Area Network replacement/upgrade.
- Implement Cybersecurity priority 2 solutions.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
INFORMATION TECHNOLOGY - SECTION 2030



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
INFORMATION TECHNOLOGY - SECTION 2030
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (40%)				
	Salaries				
100-2030-560-5110	SALARIES - FULL TIME	\$ 260,679	\$ 255,740	\$ 212,306	\$ 303,628
100-2030-560-5120	SALARIES - OVERTIME	46	400	22	200
	Fringe Benefits				
100-2030-560-5205	PERS - EMPLOYER PAID	20,379	17,160	14,792	17,276
100-2030-560-5208	PERS - EMPLOYER PAID-UAL	46,395	51,169	67,606	67,574
100-2030-560-5215	DEFERRED COMP - EMPLOYER PAID	238	1,300	529	3,120
100-2030-560-5220	MEDICARE TAXES	3,610	3,708	3,016	4,403
100-2030-560-5230	GROUP MEDICAL INSURANCE	22,087	37,249	24,914	49,349
100-2030-560-5245	LIFE AND AD&D INSURANCE	119	126	104	149
	SUBTOTAL PERSONNEL	<u>353,551</u>	<u>366,852</u>	<u>323,289</u>	<u>445,699</u>
	MAINTENANCE AND OPERATIONS				
100-2030-560-5320	TRAINING EXPENSE	8,224	13,700	14,682	29,200
100-2030-550-5330	EMPLOYEE REIMBURSEMENTS	180	-	-	-
100-2030-560-5350	SAFETY CLOTHING/SUPPLIES	96	-	-	-
100-2030-560-5370	MISCELLANEOUS EXPENSE	(181)	1,000	3,865	1,000
100-2030-560-5380	MEMBERSHIP & DUES	144	350	453	1,260
100-2030-560-5405	GENERAL OFFICE SUPPLIES	353	500	122	500
100-2030-560-5415	COMPUTER SUPPLIES	1,950	4,000	2,204	4,000
100-2030-560-5445	COMPUTER EQUIPMENT MAINTENANCE	14,296	76,000	7,728	99,000
100-2030-560-5455	TELEPHONE	61,377	50,000	50,561	70,100
100-2030-560-5465	MINOR OFFICE EQUIPMENT	462	500	-	500
100-2030-560-5470	COMPUTER EQUIPMENT	121,367	82,600	36,571	81,600
100-2030-560-5472	PC REPLACEMENT EXPENSE	13,674	12,000	17,791	217,000
100-2030-560-5475	SOFTWARE	48,656	149,100	22,168	267,600
100-2030-560-5480	OFFICE FURNITURE	-	1,000	-	1,000
100-2030-560-5525	OTHER PROFESSIONAL SERVICES	74,486	100,000	48,957	100,000
100-2030-560-5550	SOFTWARE SUPPORT	549,680	505,300	531,753	704,154
100-2030-560-6410	MATERIALS & SUPPLIES	64	-	-	-
100-2030-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (40%)	(593,783)	(597,630)	(442,113)	(946,148)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>301,046</u>	<u>398,420</u>	<u>294,742</u>	<u>630,766</u>
	OPERATING BUDGET - WATER	<u>654,597</u>	<u>765,272</u>	<u>618,031</u>	<u>1,076,465</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
INFORMATION TECHNOLOGY - SECTION 2030**

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (56%)				
	Salaries				
200-2030-560-5110	SALARIES - FULL TIME	254,004	255,740	212,306	425,080
200-2030-560-5120	SALARIES - OVERTIME	46	400	22	280
400-2030-560-5110	SALARIES - FULL TIME	101,603	102,296	84,924	-
400-2030-560-5120	SALARIES - OVERTIME	18	160	9	-
	Fringe Benefits				
200-2030-560-5205	PERS - EMPLOYER PAID	20,379	17,160	14,792	24,187
200-2030-560-5208	PERS - EMPLOYER PAID-UAL	46,395	51,169	67,606	94,604
200-2030-560-5215	DEFERRED COMP - EMPLOYER PAID	238	1,300	529	4,368
200-2030-560-5220	MEDICARE TAXES	3,513	3,708	3,016	6,164
200-2030-560-5230	GROUP MEDICAL INSURANCE	22,087	37,249	24,914	69,089
200-2030-560-5245	LIFE AND AD&D INSURANCE	119	126	104	208
400-2030-560-5205	PERS - EMPLOYER PAID	8,151	6,864	5,916	-
400-2030-560-5208	PERS - EMPLOYER PAID-UAL	18,558	20,468	27,042	-
400-2030-560-5215	DEFERRED COMP - EMPLOYER PAID	95	520	211	-
400-2030-560-5220	MEDICARE TAXES	1,405	1,483	1,206	-
400-2030-560-5230	GROUP MEDICAL INSURANCE	8,835	14,900	9,965	-
400-2030-560-5245	LIFE AND AD&D INSURANCE	47	50	42	-
	SUBTOTAL PERSONNEL	485,492	513,593	452,604	623,979
200-2030-550-5330	EMPLOYEE REIMBURSEMENTS	180	-	-	-
200-2030-560-5370	MISCELLANEOUS EXPENSE	(10)	-	-	-
200-2030-560-5475	SOFTWARE	-	36,400	11,759	-
200-2030-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (56%)	395,855	398,420	412,639	883,072
400-2030-560-5370	MISCELLANEOUS EXPENSE	(60)	-	-	-
400-2030-560-5475	SOFTWARE	-	2,200	-	-
400-2030-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	158,342	159,368	-	-
	OPERATING BUDGET - SEWER TREATMENT	1,039,799	1,109,981	877,002	1,507,051

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
INFORMATION TECHNOLOGY - SECTION 2030
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (4%)				
	Salaries				
300-2030-560-5110	SALARIES - FULL TIME	25,401	25,574	21,228	30,363
300-2030-560-5120	SALARIES - OVERTIME	5	40	2	20
	Fringe Benefits				
300-2030-560-5205	PERS - EMPLOYER PAID	2,038	1,716	1,479	1,728
300-2030-560-5208	PERS - EMPLOYER PAID-UAL	4,639	5,117	6,760	6,757
300-2030-560-5215	DEFERRED COMP - EMPLOYER PAID	24	130	52	312
300-2030-560-5220	MEDICARE TAXES	351	371	301	440
300-2030-560-5230	GROUP MEDICAL INSURANCE	2,209	3,725	2,491	4,935
300-2030-560-5245	LIFE AND AD&D INSURANCE	12	13	10	15
	SUBTOTAL PERSONNEL	<u>34,678</u>	<u>36,686</u>	<u>32,323</u>	<u>44,570</u>
300-2030-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (4%)	<u>39,586</u>	<u>39,842</u>	<u>29,474</u>	<u>63,077</u>
	OPERATING BUDGET - RIX	<u>74,264</u>	<u>76,528</u>	<u>61,797</u>	<u>107,647</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>1,768,660</u>	<u>1,951,781</u>	<u>1,556,830</u>	<u>2,691,163</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS - WATER				
100-2030-580-8030	COMPUTER EQUIPMENT	138,729	390,000	305,525	220,000
	SUBTOTAL CAPITAL OUTLAY - WATER	<u>138,729</u>	<u>390,000</u>	<u>305,525</u>	<u>220,000</u>
	SUBTOTAL CAPITAL OUTLAY - ALL FUNDS	<u>138,729</u>	<u>390,000</u>	<u>305,525</u>	<u>220,000</u>
	TOTAL BUDGET	<u>\$ 1,907,389</u>	<u>\$ 2,341,781</u>	<u>\$ 1,862,355</u>	<u>\$ 2,911,163</u>

FUND		DIVISION		SECTION		NUMBER	
Water		Administrative		Information Technology		2030	
DESCRIPTION:							
This section is responsible for the Confidentiality, Integrity, and Availability of Department Information Assets.							
PERSONNEL							
5110		Salaries - Full Time	POSITION	2020-21	2021-22	2022-23	
			Information Technology Manager	1	1	1	
			Senior Network & System Administrator	1	1	1	
			Network & Systems Administrator	1	1	1	
			Senior Business System Analyst	1	1	1	
			Systems Programming Analyst	0	0	1	
			Senior IT Specialist	1	1	1	
			IT Specialist	1	1	1	
				6	6	7	
FUND							
Water - 100		MAINTENANCE AND OPERATIONS					
5320		Training Expenses	Cybersecurity, Laserfiche, and Munis training				
5370		Miscellaneous Expense	MISAC, Project Management Institute, ISACA				
5380		Membership and Dues	MISAC annual membership				
5405		General Office Supplies	Printer paper, toner, miscellaneous				
5415		Computer Supplies	Backup Tapes, miscellaneous computer supplies				
5445		Computer Equipment Maintenance	Printers, PCs, Monitors, Server Equipment, Network hardware maintenance				
5455		Telephone	Maintenance of Department VoIP phone system				
5465		Minor Office Equipment	Small office equipment, staplers, organizers				
5470		Computer Equipment	Server storage, replacement equipment (UPS, mounts, accessories, misc.)				
5472		PC Replacement Expense	Replacement of 130 PCs in accordance with replacement schedule.				
5475		Software	Microsoft and Adobe licensing, Environmental Health and Safety system purchase				
5480		Office Furniture	Miscellaneous office furniture				
5525		Other Professional Services	Miscellaneous technical consulting services				
5550		Software Support	All software maintenance contracts				
CAPITAL OUTLAY							
8030		Computer Equipment	SAN Replacement, wireless bridge, Cybersecurity enhancements				

Purchasing

Section 2040

The role of the Purchasing section is to procure goods and services for an organization. Purchasing is a cost optimizer, always looking for ways to secure the best deal from suppliers. Purchasing departments generally solicit bids from potential vendors to compare costs and quality of materials and services solicited. Purchasing is also responsible for stocking and organizing the warehouse. The warehouse provides inventoried items to assist departments in day-to-day operations.



Section 2040

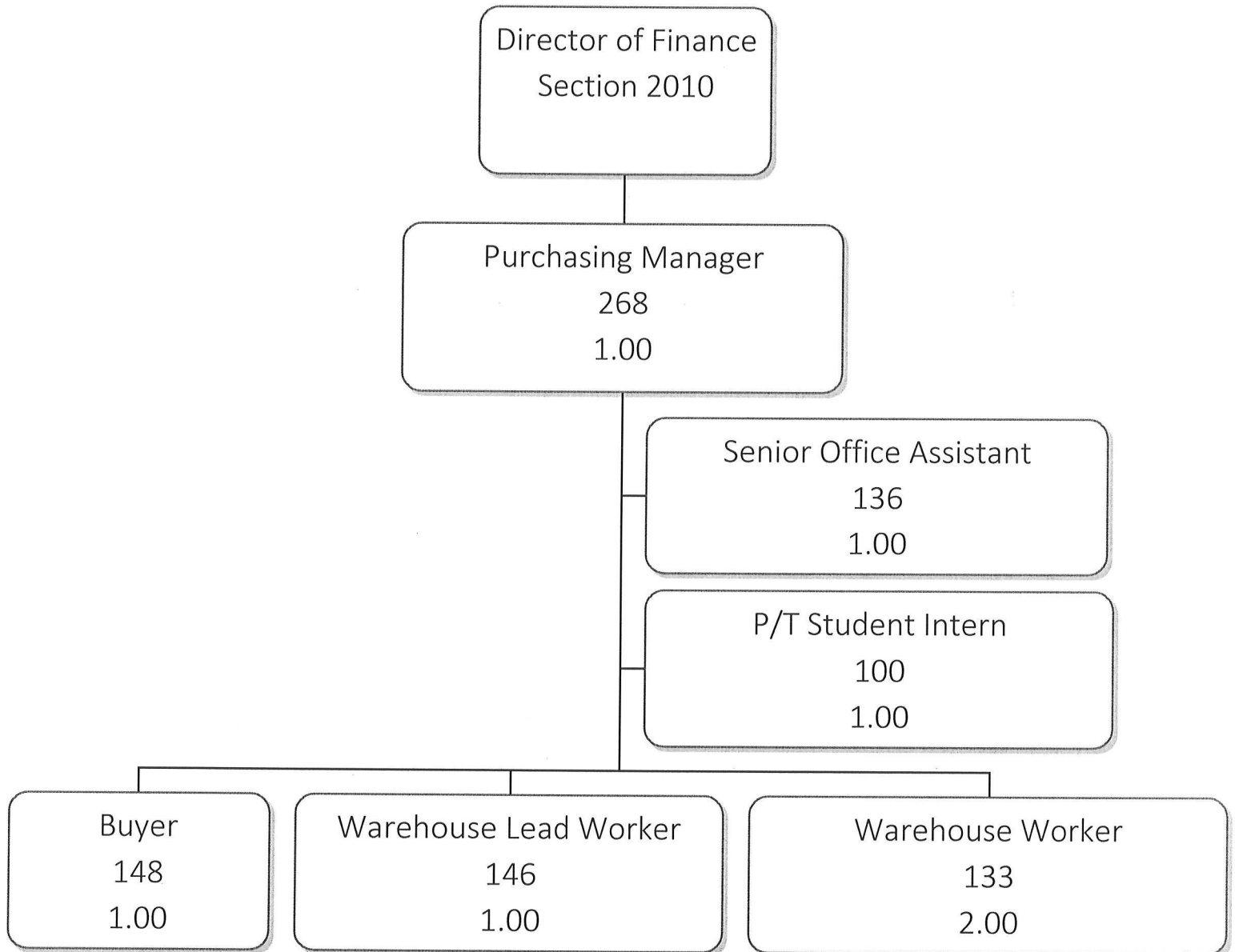
Accomplishments

- Issued 2200 hundred Purchase Orders to fulfill department operational needs.
- Revised order processes to address ongoing supply chain issues related to Covid.
- Completed configuration and process changes in preparation for migration to new ERP System.

Objectives and Goals

- Successful transition and thorough training of staff for new ERP system .
- Expansion of suppliers to cope with logistics challenges.
- Reviewing inventory items for cooperative leverage volume pricing opportunities.
- Continue to provide efficient acquisition of goods and services at the best value for the Department.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
PURCHASING - SECTION 2040



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
PURCHASING - SECTION 2040
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (40%)				
	Salaries				
100-2040-560-5110	SALARIES - FULL TIME	\$ 185,988	\$ 178,898	\$ 171,150	\$ 187,454
100-2040-560-5115	SALARIES - PART TIME	1,552	5,602	-	6,000
	Fringe Benefits				
100-2040-560-5205	PERS - EMPLOYER PAID	18,847	12,004	14,193	10,666
100-2040-560-5208	PERS - EMPLOYER PAID-UAL	32,782	35,795	47,292	41,719
100-2040-560-5215	DEFERRED COMP - EMPLOYER PAID	1,189	910	749	1,820
100-2040-560-5220	MEDICARE TAXES	2,704	2,675	2,490	2,805
100-2040-560-5230	GROUP MEDICAL INSURANCE	29,134	30,503	26,833	41,053
100-2040-560-5245	LIFE AND AD&D INSURANCE	116	109	92	109
	SUBTOTAL PERSONNEL	<u>272,311</u>	<u>266,496</u>	<u>262,799</u>	<u>291,626</u>
	OPERATING BUDGET - WATER	<u>272,311</u>	<u>266,496</u>	<u>262,799</u>	<u>291,626</u>
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (56%)				
	Salaries				
200-2040-560-5110	SALARIES - FULL TIME	138,754	156,536	149,756	262,436
200-2040-560-5115	SALARIES - PART TIME	1,358	4,901	-	8,400
400-2040-560-5110	SALARIES - FULL TIME	83,250	93,922	89,851	-
400-2040-560-5115	SALARIES - PART TIME	815	2,941	-	-
	Fringe Benefits				
200-2040-560-5205	PERS - EMPLOYER PAID	14,109	10,504	12,419	14,933
200-2040-560-5208	PERS - EMPLOYER PAID-UAL	28,685	31,320	41,381	58,406
200-2040-560-5215	DEFERRED COMP - EMPLOYER PAID	726	796	656	2,548
200-2040-560-5220	MEDICARE TAXES	2,007	2,341	2,178	3,927
200-2040-560-5230	GROUP MEDICAL INSURANCE	23,137	26,690	23,478	57,474
200-2040-560-5245	LIFE AND AD&D INSURANCE	86	96	80	153
400-2040-560-5205	PERS - EMPLOYER PAID	8,464	6,302	7,450	-
400-2040-560-5208	PERS - EMPLOYER PAID-UAL	17,210	18,792	24,828	-
400-2040-560-5215	DEFERRED COMP - EMPLOYER PAID	435	478	393	-
400-2040-560-5220	MEDICARE TAXES	1,204	1,405	1,307	-
400-2040-560-5230	GROUP MEDICAL INSURANCE	13,882	16,014	14,087	-
400-2040-560-5245	LIFE AND AD&D INSURANCE	52	57	48	-
	SUBTOTAL PERSONNEL	<u>334,174</u>	<u>373,095</u>	<u>367,912</u>	<u>408,276</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>334,174</u>	<u>373,095</u>	<u>367,912</u>	<u>408,276</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
PURCHASING - SECTION 2040
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (4%)				
	Salaries				
300-2040-560-5110	SALARIES - FULL TIME	20,086	17,890	21,478	18,745
300-2040-560-5115	SALARIES - PART TIME	155	560	-	600
	Fringe Benefits				
300-2040-560-5205	PERS - EMPLOYER PAID	1,972	1,200	1,699	1,067
300-2040-560-5208	PERS - EMPLOYER PAID-UAL	3,278	3,579	4,729	4,172
300-2040-560-5215	DEFERRED COMP - EMPLOYER PAID	135	91	123	182
300-2040-560-5220	MEDICARE TAXES	293	268	314	281
300-2040-560-5230	GROUP MEDICAL INSURANCE	2,741	3,050	2,769	4,105
300-2040-560-5245	LIFE AND AD&D INSURANCE	12	11	11	11
	SUBTOTAL PERSONNEL	<u>28,672</u>	<u>26,649</u>	<u>31,123</u>	<u>29,163</u>
	OPERATING BUDGET - RIX	<u>28,672</u>	<u>26,649</u>	<u>31,123</u>	<u>29,163</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>635,157</u>	<u>666,240</u>	<u>661,834</u>	<u>729,065</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	SUBTOTAL CAPITAL OUTLAY - ALL FUNDS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 635,157</u>	<u>\$ 666,240</u>	<u>\$ 661,834</u>	<u>\$ 729,065</u>

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Purchasing	2040
DESCRIPTION:			
This section is responsible for the purchasing and inventory functions, and contract administration services for the Water and Water Reclamation Divisions. This section is under the control of the Deputy General Manager. Purchasing prepares bid specifications, RFPs, and various contracts; purchases all material and supplies used by the Department and maintains an extensive pipe and materials inventory.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		Purchasing Manager	1 1 1
		Buyer	1 1 1
	<i>Position previously split with 2045</i>	Senior Office Assistant	0.5 1 1
		Warehouse Lead	1 1 1
		Water Worker	2 2 2
			5.5 6 6
5115	Salaries - Part Time		
		Student Intern	1 1 1
			1 1 1
MAINTENANCE AND OPERATIONS			
CAPITAL OUTLAY			
None in this Budget			



Section 2045

Fleet Services procures, repairs, and maintains a wide variety of trucks, vehicles, and equipment. This includes 150 on-road vehicles including light-duty, medium-duty, and heavy-duty; over 100 pieces of mobile equipment including backhoes, generators, club cars, water pumps, compressors; small equipment such as concrete saws and rammers; and 25 pieces of off-road equipment including backhoes, dozers, RTVs, man lifts and skip loaders. Fleet Services is also responsible for various regulatory inspections including fuel station tests and inspections; vehicle smog checks and PSIP diesel inspections; and crane inspections. As well as ensuring compliance with diesel fuel regulations The fleet section also works closely with the South Coast Air Quality Management District (SCAQMD) to ensure compliance with diesel fuel regulations.

Section 2045

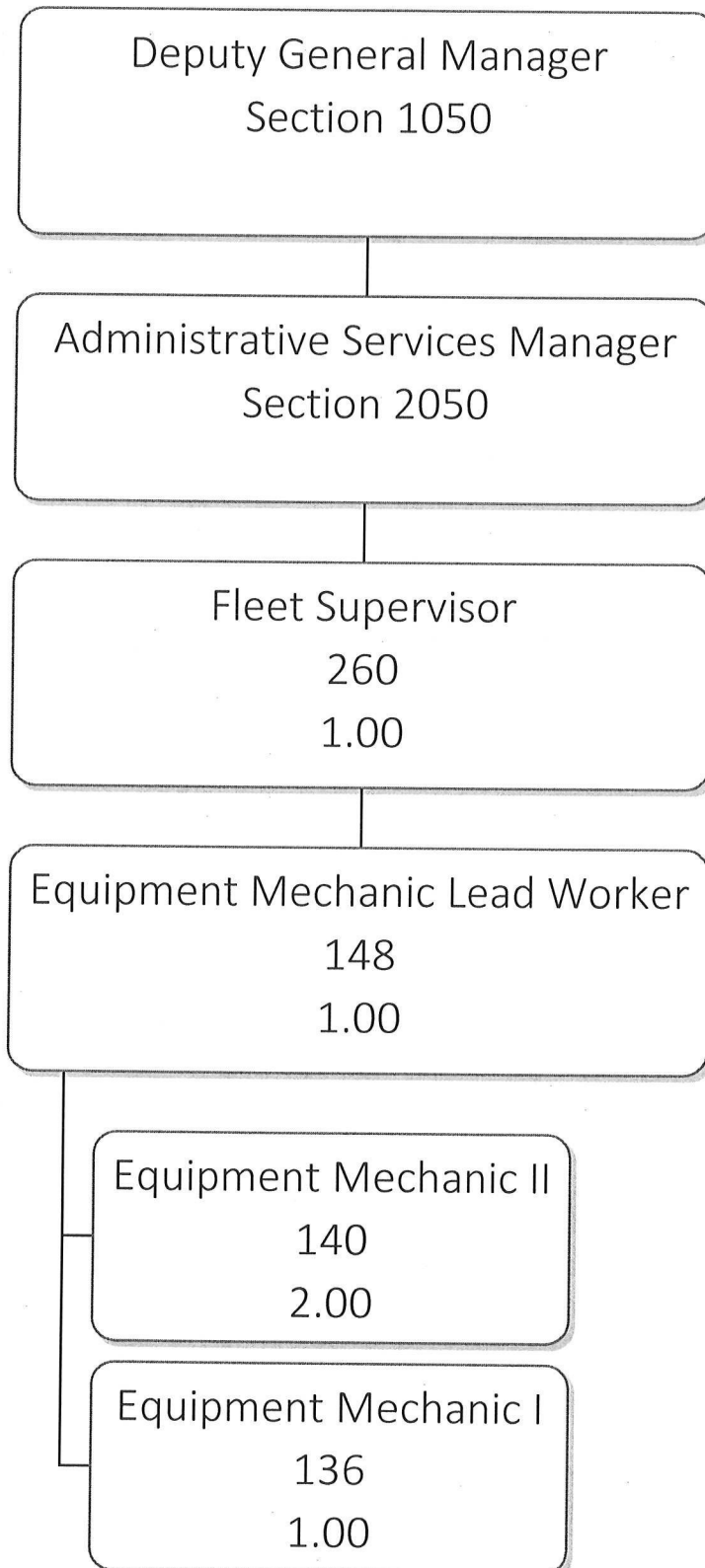
Accomplishments

- Performed 2,502 work orders on various fleet vehicles and mobile equipment with an average turnaround time of only 2.42 hours per vehicle.
- Cost savings for typically outsourced repairs totaling \$5,800 by utilizing diagnostic software (\$2,000) and performing in-house repairs (\$3,800) on several vehicles.
- Fleet Services successfully passed regulatory inspections including Occupational Safety and Health Association Crane Inspections; Underground Storage Tank inspection with the San Bernardino County Fire Department; Gasoline Dispensing Facility and Vapor Recovery Equipment testing; and Hazardous Waste Inspection. Fleet Services also performed and passed 94 Basic Inspection of Terminals (B.I.T.) with the Department of California Highway Patrol.
- An aerial lift diesel truck was sourced and ordered to comply with South Coast Air Quality Management District (SCAQMD) requirements.

Objectives and Goals

- Continue to ensure compliance with the On-Road Diesel Vehicle Replacement Plan with South Coast Air Quality Management District (SCAQMD).
- Analyze fleet inventory and re-assign vehicles throughout the Department to ensure optimal deployment of appropriate resources.
- Begin implementation of the new Fleet Enterprise Asset Management system.
- Per completed assessments and the Department's Fleet Vehicle and Equipment Replacement Policy, purchase and deploy 10 vehicle units eligible for replacement:
 - Unit #60 – Field & Meter Ford Ranger
 - Unit #502 – Field & Meter Ford Ranger
 - Unit #350 – WU Distro Svc & Repair 2-yard dump truck
 - Unit #351 – WU Distro Svc & Repair 2-yard dump truck
 - Unit #124 – WU OPS Production Ford Ranger
 - Unit #222 – WRP Maintenance F150
 - Unit #162 – WRP EI & S F350 Service body
 - Unit #528 – WRP EI & S F150
 - Unit #61 – Water Quality AWD Transit Van
 - Unit #62 – Water Quality 4x4 Ford Ranger

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
FLEET - SECTION 2045



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FLEET - SECTION 2045
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
PERSONNEL (60%)					
Salaries					
100-2045-560-5110	SALARIES - FULL TIME	\$ 208,911	\$ 227,383	\$ 188,510	\$ 237,701
100-2045-560-5120	SALARIES - OVERTIME	1,600	720	873	720
Fringe Benefits					
100-2045-560-5205	PERS - EMPLOYER PAID	17,393	15,257	13,741	13,525
100-2045-560-5208	PERS - EMPLOYER PAID-UAL	45,239	45,496	60,109	52,901
100-2045-560-5215	DEFERRED COMP - EMPLOYER PAID	1,307	1,170	1,272	2,340
100-2045-560-5220	MEDICARE TAXES	3,049	3,297	2,756	3,447
100-2045-560-5230	GROUP MEDICAL INSURANCE	23,083	33,460	18,701	34,166
100-2045-560-5245	LIFE AND AD&D INSURANCE	114	138	100	138
	SUBTOTAL PERSONNEL	300,696	326,921	286,062	344,938
MAINTENANCE AND OPERATIONS					
100-2045-560-5320	TRAINING EXPENSE	-	1,500	-	1,500
100-2045-560-5340	UNIFORM RENTAL AND CLEANING	1,411	3,000	1,326	3,000
100-2045-560-5350	SAFETY CLOTHING AND SUPPLIES	774	1,500	1,042	1,500
100-2045-560-5370	MISCELLANEOUS EXPENSE	-	3,000	-	3,000
100-2045-560-5405	GENERAL OFFICE SUPPLIES	2,305	3,000	358	2,000
100-2045-560-5420	PRINTED MATERIALS AND PRINTING	-	1,500	-	1,500
100-2045-560-5455	TELEPHONE	1,962	3,000	2,475	3,000
100-2045-560-6140	CONTRACT SERVICES - MAINTENANCE SERVICES	4,237	12,000	1,254	12,000
100-2045-560-6190	VEHICLE TRACKING SYSTEM	34,875	43,000	32,275	40,000
100-2045-560-6210	PERMITS AND FEES	1,080	1,500	274	1,500
100-2045-560-6290	HAZARDOUS WASTE DISPOSAL	4,212	6,000	10,350	6,000
100-2045-560-6410	MATERIALS AND SUPPLIES	114,124	153,000	164,426	160,000
100-2045-560-6510	SMALL TOOLS AND EQUIPMENT	11,614	15,000	7,551	15,000
100-2045-560-6530	FUEL AND LUBRICANTS	223,431	250,000	266,462	400,000
100-2045-560-6540	EQUIPMENT REPAIRS AND MAINTENANCE	95,291	160,000	178,639	175,000
100-2045-560-6550	RADIO EQUIPMENT	-	-	100	-
100-2045-560-6560	RADIO MAINTENANCE	-	1,500	-	-
100-2045-560-7900	ALLOCATION FROM(TO) OTHER FUNDS (60%)	(224,820)	(263,400)	(266,613)	(330,000)
	SUBTOTAL MAINTENANCE AND OPERATIONS	270,497	395,100	399,919	495,000
	OPERATING BUDGET - WATER	571,193	722,021	685,981	839,938
<u>SEWER TREATMENT FUND</u>					
PERSONNEL (36%)					
Salaries					
200-2045-560-5110	SALARIES - FULL TIME	50,412	75,794	62,837	142,621
200-2045-560-5120	SALARIES - OVERTIME	509	240	291	432
400-2045-560-5110	SALARIES - FULL TIME	40,328	60,635	50,269	-
400-2045-560-5120	SALARIES - OVERTIME	407	192	232	-
Fringe Benefits					
200-2045-560-5205	PERS - EMPLOYER PAID	4,819	5,086	4,580	8,115
200-2045-560-5208	PERS - EMPLOYER PAID-UAL	15,080	15,165	20,036	31,741
200-2045-560-5215	DEFERRED COMP - EMPLOYER PAID	306	390	424	1,404
200-2045-560-5220	MEDICARE TAXES	732	1,099	918	2,068
200-2045-560-5230	GROUP MEDICAL INSURANCE	6,779	11,153	6,233	20,500
200-2045-560-5245	LIFE AND AD&D INSURANCE	32	46	33	83
400-2045-560-5205	PERS - EMPLOYER PAID	3,856	4,069	3,665	-
400-2045-560-5208	PERS - EMPLOYER PAID-UAL	12,064	12,132	16,029	-
400-2045-560-5215	DEFERRED COMP - EMPLOYER PAID	245	312	339	-
400-2045-560-5220	MEDICARE TAXES	586	879	734	-
400-2045-560-5230	GROUP MEDICAL INSURANCE	5,423	8,923	4,987	-
400-2045-560-5245	LIFE AND AD&D INSURANCE	25	37	26	-
	SUBTOTAL PERSONNEL	141,602	196,152	171,633	206,963
200-2045-560-5330	EMPLOYEE REIMBURSEMENT	34	-	-	-
200-2045-560-7900	ALLOCATION FROM(TO) OTHER FUNDS (36%)	112,410	131,700	239,952	297,000
400-2045-560-7900	ALLOCATION FROM(TO) OTHER FUNDS (0%)	89,928	105,360	-	-
	OPERATING BUDGET - SEWER TREATMENT	343,974	433,212	411,585	503,963

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FLEET - SECTION 2045
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
RIX FUND					
	PERSONNEL (4%)				
	Salaries				
300-2045-560-5110	SALARIES - FULL TIME	8,232	15,159	8,202	15,847
300-2045-560-5120	SALARIES - OVERTIME	102	48	58	48
	Fringe Benefits				
300-2045-560-5205	PERS - EMPLOYER PAID	817	1,017	635	902
300-2045-560-5208	PERS - EMPLOYER PAID-UAL	3,016	3,033	4,007	3,527
300-2045-560-5215	DEFERRED COMP - EMPLOYER PAID	40	78	36	156
300-2045-560-5220	MEDICARE TAXES	119	220	118	230
300-2045-560-5230	GROUP MEDICAL INSURANCE	1,313	2,231	1,160	2,278
300-2045-560-5245	LIFE AND AD&D INSURANCE	5	9	4	9
	SUBTOTAL PERSONNEL	<u>13,642</u>	<u>21,795</u>	<u>14,220</u>	<u>22,996</u>
300-2045-560-7900	ALLOCATION FROM(TO) OTHER FUNDS (4%)	22,482	26,340	26,661	33,000
	OPERATING BUDGET - RIX	<u>36,124</u>	<u>48,135</u>	<u>40,881</u>	<u>55,996</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>951,292</u>	<u>1,203,368</u>	<u>1,138,447</u>	<u>1,399,897</u>
CAPITAL OUTLAY					
	CAPITAL OUTLAY ITEMS - WATER				
100-2045-580-8020	AUTOS & TRUCKS	307,354	761,000	191,751	716,000
	SUBTOTAL CAPITAL OUTLAY - WATER	<u>307,354</u>	<u>761,000</u>	<u>191,751</u>	<u>716,000</u>
	CAPITAL OUTLAY ITEMS - SEWER				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY - SEWER	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	CAPITAL OUTLAY ITEMS - RIX				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY - RIX	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	SUBTOTAL CAPITAL OUTLAY - ALL FUNDS	<u>307,354</u>	<u>761,000</u>	<u>191,751</u>	<u>716,000</u>
	TOTAL BUDGET	<u>\$ 1,258,646</u>	<u>\$ 1,964,368</u>	<u>\$ 1,330,198</u>	<u>\$ 2,115,897</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Administrative	Fleet	2045		
DESCRIPTION:					
This section has assumed the supervision of the fleet section and oversees the daily operations and supervision of the fleet staff. Fleet staff is responsible for maintenance and repair of all vehicles and equipment owned and operated by the Department.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Fleet Supervisor	1	1	1
		Equipment Maintenance Lead Person	1	1	1
		Equipment Mechanic II	1	1	1
		Equipment Mechanic I	2	2	2
		Senior Office Assistant	0.5	0	0
			5.5	5	5
MAINTENANCE AND OPERATIONS					
5320	Training Expenses	CARB, AQMD, CNG training			
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, and replacement			
5350	Safety Clothing and Supplies	Employee clothing, shoes, helmets, and shade protection per regulations			
5370	Miscellaneous Expense	Miscellaneous Expense			
5405	General Office Supplies	Printer paper, toner, miscellaneous			
5420	Printed materials	Logos, decals, and vehicle numbers			
5455	Telephone	(4) Cellphones			
6140	Maintenance Services	Maintenance services by outside shops			
6190	Vehicle Tracking System	Vehicle monitoring and tracking equipment for vehicles			
6210	Permits & Fees	Tank testing and repairs			
6290	Hazardous Waste Disposal	Waste oil, filters, etc.			
6410	Materials and Supplies	Supplies such as filters, parts, and gaskets, etc.			
6510	Small Tools and Equipment	Tools and equipment under \$5,000			
6530	Fuel and Lubricants	Gasoline, diesel fuel, oil, and other lubricants			
6540	Equipment Repairs and Maintenance	Maintenance of compressors, equipment, portable pumps, fork lifts, etc.			
CAPITAL OUTLAY - WATER					
8020	Autos and Trucks	(1ea.) Freightliner Aerial lift for WU/WRP Rollover from FY 21-22 \$316,000 PO#43348; (1ea.) Freightliner Crane diesel replacement plan \$400,000			

Customer Relations

Section 2050

Customer Relations provides oversight, direction, and support to the Billing and Collections, Cashiering and Customer Service, Field and Meter Services, and Fleet sections. Customer Relations strives to improve and enhance customer experiences by consistently providing courteous and excellent customer service.



Section 2050

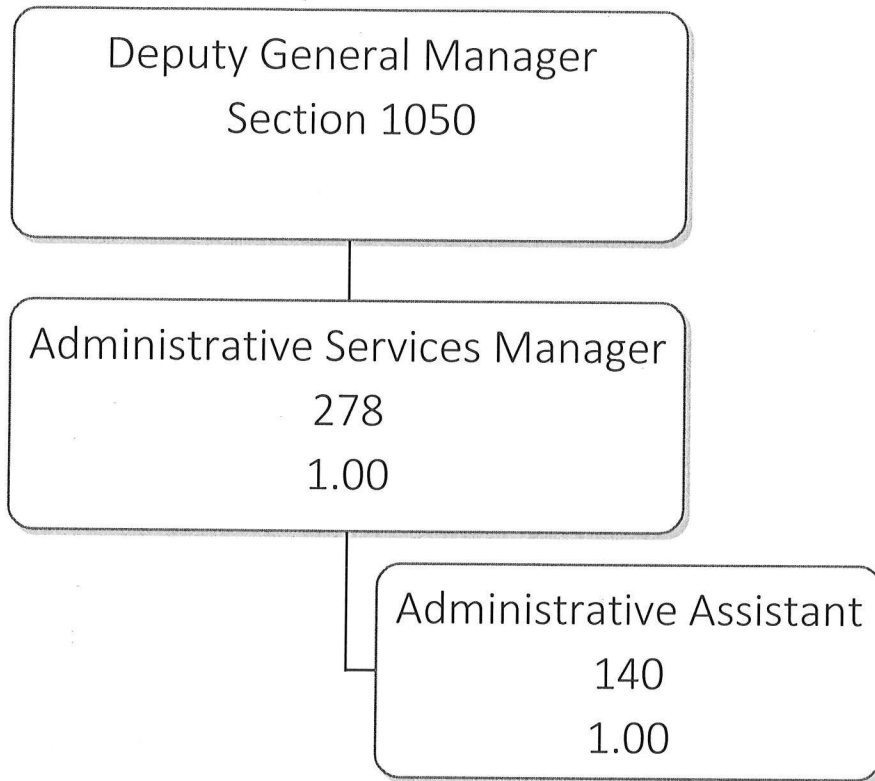
Accomplishments

- Finalized contract review and scope of work for new CIS/Utility billing system.
- Facilitated and completed the SWRCB Water Arrearage program to secure \$1,039,908.25 in relief funding for 3,048 delinquent customer accounts related to the Covid-19 emergency.
- Facilitated the process of appropriating relief funding related to the Covid-19 emergency from the City of San Bernardino Rental and Utility assistance program in the amount of \$92,051.11 to 129 delinquent customer accounts.
- Applied for Covid-19 relief funding for the SWRCB Wastewater Arrearage program to secure \$502,206.41 in relief funding for 1,618 delinquent customer accounts.

Objectives and Goals

- Secure and schedule up-to-date formal Customer Service training for all Customer Service Representatives.
- Facilitate and appropriate Covid-19 relief funding to eligible customer accounts from the California Department of Community Services and Development federal Low Income Household Water Assistance Program.
- Start implementation of new CIS/Utility billing system.
- Implement web-based offering to facilitate the process of unclaimed funds.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
CUSTOMER RELATIONS - SECTION 2050



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
CUSTOMER RELATIONS - SECTION 2050
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (80%)				
	Salaries				
100-2050-550-5110	SALARIES - FULL TIME	\$ 96,000	\$ 90,490	\$ 88,705	\$ 198,617
	Fringe Benefits				
100-2050-550-5205	PERS - EMPLOYER PAID	7,549	6,072	5,814	11,301
100-2050-550-5208	PERS - EMPLOYER PAID-UAL	15,824	18,106	23,921	44,203
100-2050-550-5215	DEFERRED COMP - EMPLOYER PAID	242	361	211	1,560
100-2050-550-5220	MEDICARE TAXES	1,356	1,312	1,321	2,880
100-2050-550-5230	GROUP MEDICAL INSURANCE	15,244	15,724	12,554	34,748
100-2050-550-5245	LIFE AND AD&D INSURANCE	38	37	31	80
	SUBTOTAL PERSONNEL	<u>136,254</u>	<u>132,102</u>	<u>132,557</u>	<u>293,389</u>
	MAINTENANCE AND OPERATIONS				
100-2050-550-5320	TRAINING EXPENSES	-	-	-	18,000
100-2050-550-5330	EMPLOYEE REIMBURSEMENT	28	-	-	-
100-2050-550-5350	SAFETY CLOTHING AND SUPPLIES	-	250	-	250
100-2050-550-5370	MISCELLANEOUS EXPENSE	1,043	5,000	330	5,000
100-2050-550-5380	MEMBERSHIP AND DUES	69	-	-	250
100-2050-550-5405	GENERAL OFFICE SUPPLIES	14,849	15,000	11,089	15,000
100-2050-550-5455	TELEPHONE	501	1,200	240	500
100-2050-550-5465	MINOR OFFICE EQUIPMENT	3,955	-	-	2,500
100-2050-550-5525	OTHER PROFESSIONAL SERVICES	105	3,000	4,013	2,000
100-2050-550-6140	MAINTENANCE SERVICES	2,852	-	2,854	18,500
100-2050-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (37%)	(15,355)	(15,404)	(3,705)	(12,400)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>8,047</u>	<u>9,046</u>	<u>14,821</u>	<u>49,600</u>
	OPERATING BUDGET - WATER	<u>144,300</u>	<u>141,148</u>	<u>147,378</u>	<u>342,989</u>
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (20%)				
	Salaries				
200-2050-550-5110	SALARIES - FULL TIME	77,140	78,261	76,718	49,654
400-2050-550-5110	SALARIES - FULL TIME	74,729	75,816	74,319	-
	Fringe Benefits				
200-2050-550-5205	PERS - EMPLOYER PAID	6,529	5,251	5,029	2,825
200-2050-550-5208	PERS - EMPLOYER PAID-UAL	13,686	15,659	20,688	11,051
200-2050-550-5215	DEFERRED COMP - EMPLOYER PAID	210	312	182	390
200-2050-550-5220	MEDICARE TAXES	1,088	1,135	1,142	720
200-2050-550-5230	GROUP MEDICAL INSURANCE	13,184	13,599	10,857	8,687
200-2050-550-5245	LIFE AND AD&D INSURANCE	33	32	27	20
400-2050-550-5205	PERS - EMPLOYER PAID	6,325	5,087	4,872	-
400-2050-550-5208	PERS - EMPLOYER PAID-UAL	13,258	15,169	20,042	-
400-2050-550-5215	DEFERRED COMP - EMPLOYER PAID	203	302	176	-
400-2050-550-5220	MEDICARE TAXES	1,054	1,099	1,107	-
400-2050-550-5230	GROUP MEDICAL INSURANCE	12,772	13,174	10,518	-
400-2050-550-5245	LIFE AND AD&D INSURANCE	32	31	26	-
	SUBTOTAL PERSONNEL	<u>186,597</u>	<u>190,065</u>	<u>188,962</u>	<u>73,347</u>
200-2050-550-5330	EMPLOYEE REIMBURSEMENT	24	-	-	-
200-2050-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (20%)	7,799	7,824	3,705	12,400
400-2050-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	7,556	7,580	-	-
	OPERATING BUDGET - SEWER TREATMENT	<u>201,952</u>	<u>205,469</u>	<u>192,667</u>	<u>85,747</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>346,252</u>	<u>346,617</u>	<u>340,045</u>	<u>428,736</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
CUSTOMER RELATIONS - SECTION 2050
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS - WATER				
100-2050-580-8030	COMPUTER EQUIPMENT	-	453,250	-	980,000
	SUBTOTAL CAPITAL OUTLAY - WATER	-	453,250	-	980,000
	CAPITAL OUTLAY ITEMS - SEWER				
200-2050-580-8030	COMPUTER EQUIPMENT	-	392,000	-	245,000
400-2050-580-8030	COMPUTER EQUIPMENT	-	379,750	-	-
	SUBTOTAL CAPITAL OUTLAY - SEWER	-	771,750	-	245,000
	SUBTOTAL CAPITAL OUTLAY	-	1,225,000	-	1,225,000
	TOTAL BUDGET	\$ 346,252	\$ 1,571,617	\$ 340,045	\$ 1,653,736

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Customer Relations	2050
DESCRIPTION:			
The Customer Relations Section oversees the activities of the Customer Service, Billing and Collections, Cashiering, and Field and Meter Services Sections. This section, like those it oversees, is under the direction of the Deputy General Manager.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		Administrative Services Manager	1 1 1
		Administrative Assistant	1 1 1
			2 2 2
MAINTENANCE AND OPERATIONS			
5320	Training Expenses	Formal Customer Service Training for (24) Customer Service Employees	
5350	Safety Clothing/Supplies	Reimbursement of computer glasses	
5370	Other Expense	Miscellaneous Expenses and Contingency	
5380	Membership & Dues	Notary License for Administrative Assistant	
5405	General Office Supplies	General Office Supplies including paper, pens, pencils, printer toner cartridges - 8 printers, 40+ employees	
5455	Telephone	(1) cell phone service	
5465	Minor Office Equipment	Minor office equipment	
5480	Office Furniture	New office Chair for Administrative Assistant	
5525	Other Professional Services	Cable TV, Dibs Key Service, Translation Services for printed materials	
6140	Maintenance Services	CS Copier Canon Image Runner 6555I Maintenance SN:SKA08225	
CAPITAL OUTLAY			
8030	Computer Equipment	NorthStar CIS/Utility Billing System	

Water Conservation

Section 2055

Water Conservation/Public Affairs is responsible for the Department's media communications, management of the Department's website, development and implementation of water conservation, career pathway and education programs, and coordination of the Department's grant-seeking efforts. The Water Conservation/Public Affairs section promotes community engagement and involvement through effective communication of relevant information to the Department's stakeholders. This section maintains an active presence within the community by representing the Department in a variety of public meetings and events and interacts with regional and statewide agencies about water conservation, water education, and grant funding initiatives.



Section 2055

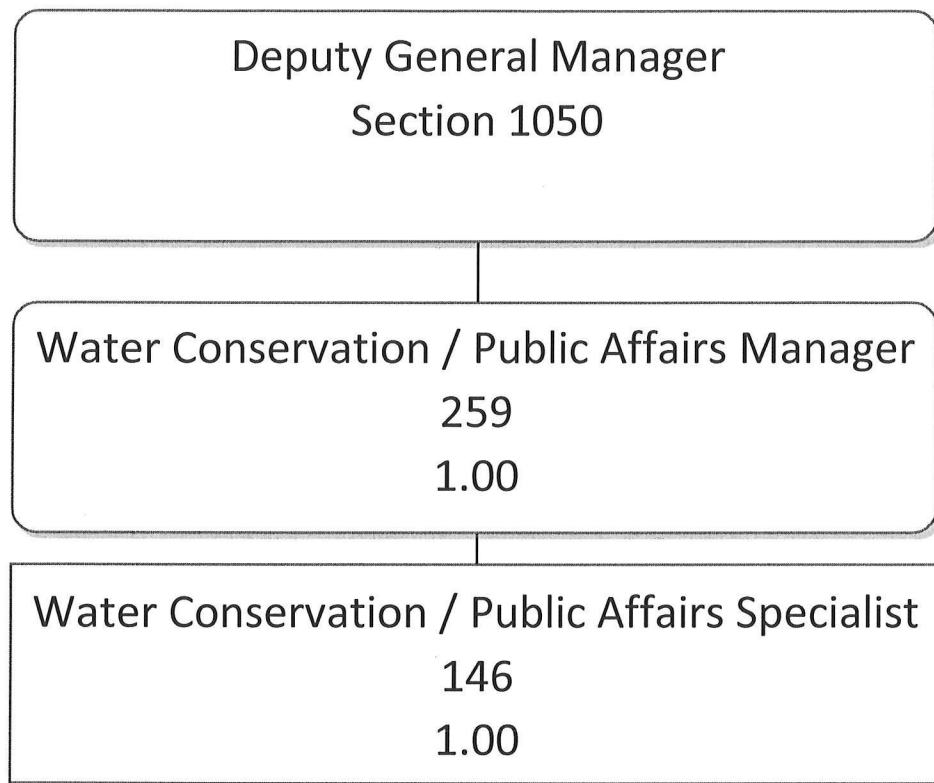
Accomplishments

- Developed a successful grant application and coordinated agreement process for the Department of Water Resources Urban and Multibenefit Drought Relief grant program. The \$2 million grant will fund Phase 1 of the Department's Advanced Metering Infrastructure deployment project.
- Collaborated with Water Utility staff to develop successful application and technical responses to several information requests for the CalOES Hazard Mitigation Grant program. The \$5.5 million grant will fund a portion of the construction cost to provide seismic retrofits to the Devore, Sycamore No. 1, Del Rosa No. 3, and Terrace No. 3 reservoirs.
- Coordinated community outreach efforts for Proposition 218 required noticing and informational rate study meetings.
- Facilitated participation in the SAWPA program to provide Department with water budget analysis for regulation compliance.
- Coordinated community participation in Wyland National Mayor's Challenge for Water Conservation. San Bernardino successfully ranked 8th place overall in the 2021 competition.

Objectives and Goals

- Collaborate with regional partners to expand conservation information campaigns, develop conservation strategies for the largest water users, introduce new conservation assistance programs, and conduct water use efficiency program evaluation.
- Assist with planning, coordination, reporting, and agreement process for Bureau of Reclamation, Department of Water Resources, and FEMA grants for the Department projects.
- Recruit and train Conservation/Public Affairs Specialist position to support water use efficiency and community outreach efforts.
- Develop and implement information campaigns including photo and video content to further inform the community of the Department's history, pertinent water regulations, and the value of public services provided by the Department.
- Increase ongoing Department outreach efforts and participation at community and city events, SBMWD programs and workshops, education programs, social media, and maintain enhanced online communications.
- Continue ongoing efforts to pursue opportunities to obtain grants and low-interest loans.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
WATER CONSERVATION - SECTION 2055



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER CONSERVATION AND PUBLIC AFFAIRS - SECTION 2055
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (75%)				
	Salaries				
100-2055-550-5110	SALARIES - FULL TIME	\$ 80,195	\$ 97,932	\$ 73,943	\$ 109,560
100-2055-550-5120	SALARIES - OVERTIME	-	2,250	-	1,125
	Fringe Benefits				
100-2055-550-5205	PERS - EMPLOYER PAID	6,037	6,571	4,609	6,234
100-2055-550-5208	PERS - EMPLOYER PAID-UAL	12,673	19,595	25,888	24,383
100-2055-550-5215	DEFERRED COMP - EMPLOYER PAID	490	732	455	1,463
100-2055-550-5220	MEDICARE TAXES	1,178	1,420	1,089	1,589
100-2055-550-5230	GROUP MEDICAL INSURANCE	6,421	21,793	5,756	22,274
100-2055-550-5245	LIFE AND AD&D INSURANCE	43	75	38	75
	SUBTOTAL PERSONNEL	<u>107,035</u>	<u>150,368</u>	<u>111,778</u>	<u>166,703</u>
	MAINTENANCE AND OPERATIONS				
100-2055-550-5310	TRAVEL AND CONVENTION	-	1,200	-	1,200
100-2055-550-5320	TRAINING EXPENSES	-	1,000	133	1,000
100-2055-550-5330	EMPLOYEE REIMBURSEMENTS	152	2,500	105	2,500
100-2055-550-5405	GENERAL OFFICE SUPPLIES	236	1,500	-	1,500
100-2055-550-5420	PRINTED MATERIALS AND PRINTING	46,353	60,000	99,689	65,000
100-2055-550-5450	POSTAGE-EXPRESS DELIVERY	12,245	24,000	42,688	24,000
100-2055-550-5455	TELEPHONE	616	2,550	586	2,550
100-2055-550-5470	COMPUTER EQUIPMENT	-	3,050	-	-
100-2055-550-5480	OFFICE FURNITURE	-	2,000	-	2,000
100-2055-550-5525	OTHER PROFESSIONAL SERVICES	34,064	37,700	28,030	28,900
100-2055-550-5545	ADVERTISING SERVICES	1,457	5,000	-	1,000
100-2055-550-5850	COMMUNITY OUTREACH	145,400	134,000	93,025	257,500
100-2055-550-7900	ALLOCATION FROM(TO) OTHER FUNDS (75%)	(66,852)	(68,625)	(66,064)	(96,788)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>173,670</u>	<u>205,875</u>	<u>198,192</u>	<u>290,363</u>
	OPERATING BUDGET - WATER	<u>280,705</u>	<u>356,243</u>	<u>309,970</u>	<u>457,065</u>
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (21%)				
	Salaries				
200-2055-550-5110	SALARIES - FULL TIME	14,478	19,586	14,786	30,677
200-2055-550-5120	SALARIES - OVERTIME	-	450	-	315
400-2055-550-5110	SALARIES - FULL TIME	5,791	7,835	5,913	-
400-2055-550-5120	SALARIES - OVERTIME	-	180	-	-
	Fringe Benefits				
200-2055-550-5205	PERS - EMPLOYER PAID	1,207	1,314	921	1,746
200-2055-550-5208	PERS - EMPLOYER PAID-UAL	2,535	3,919	5,177	6,827
200-2055-550-5215	DEFERRED COMP - EMPLOYER PAID	98	146	91	410
200-2055-550-5220	MEDICARE TAXES	213	284	217	445
200-2055-550-5230	GROUP MEDICAL INSURANCE	1,284	4,359	1,151	6,237
200-2055-550-5245	LIFE AND AD&D INSURANCE	9	15	7	21
400-2055-550-5205	PERS - EMPLOYER PAID	483	526	368	-
400-2055-550-5208	PERS - EMPLOYER PAID-UAL	1,014	1,568	2,071	-
400-2055-550-5215	DEFERRED COMP - EMPLOYER PAID	39	59	36	-
400-2055-550-5220	MEDICARE TAXES	85	114	87	-
400-2055-550-5230	GROUP MEDICAL INSURANCE	514	1,743	460	-
400-2055-550-5245	LIFE AND AD&D INSURANCE	3	6	2	-
	SUBTOTAL PERSONNEL	<u>27,752</u>	<u>42,104</u>	<u>31,287</u>	<u>46,677</u>
200-2055-550-5330	EMPLOYEE REIMBURSEMENTS	30	-	21	-
200-2055-550-7900	ALLOCATION FROM(TO) OTHER FUNDS (0%)	40,111	41,175	55,494	81,302
400-2055-550-5330	EMPLOYEE REIMBURSEMENTS	12	-	8	-
400-2055-550-7900	ALLOCATION FROM(TO) OTHER FUNDS (0%)	16,044	16,470	-	-
	OPERATING BUDGET - SEWER TREATMENT	<u>83,950</u>	<u>99,749</u>	<u>86,810</u>	<u>127,978</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER CONSERVATION AND PUBLIC AFFAIRS - SECTION 2055
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (4%)				
	Salaries				
300-2055-550-5110	SALARIES - FULL TIME	3,861	5,223	3,941	5,843
300-2055-550-5120	SALARIES - OVERTIME	-	120	-	60
	Fringe Benefits				
300-2055-550-5205	PERS - EMPLOYER PAID	322	350	245	332
300-2055-550-5208	PERS - EMPLOYER PAID-UAL	676	1,045	1,380	1,300
300-2055-550-5215	DEFERRED COMP - EMPLOYER PAID	26	39	24	78
300-2055-550-5220	MEDICARE TAXES	57	76	58	85
300-2055-550-5230	GROUP MEDICAL INSURANCE	342	1,162	307	1,188
300-2055-550-5245	LIFE AND AD&D INSURANCE	2	4	2	4
	SUBTOTAL PERSONNEL	<u>5,287</u>	<u>8,019</u>	<u>5,957</u>	<u>8,891</u>
300-2055-550-5330	EMPLOYEE REIMBURSEMENTS	8	-	5	-
300-2055-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (4%)	10,696	10,980	10,570	15,486
	OPERATING BUDGET - RIX	<u>15,991</u>	<u>18,999</u>	<u>16,532</u>	<u>24,377</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>380,647</u>	<u>474,991</u>	<u>413,312</u>	<u>609,420</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 380,647</u>	<u>\$ 474,991</u>	<u>\$ 413,312</u>	<u>\$ 609,420</u>

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Water Conservation / Public Affairs	2055
DESCRIPTION:			
This section oversees department water conservation and public outreach programs.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2019-20 2021-22 2022-23
		Water Conservation / Public Affairs Manager	1 1 1
		Water Conservation / Public Affairs Specialist	0 1 1
			1 2 2
MAINTENANCE AND OPERATIONS			
5310	Travel and Convention	AWWA Water Conservation / California Association of Public Information Officials conference (\$1,200)	
5320	Training Expenses	Misc. Training Expenses (\$1,000)	
5330	Employee Reimbursements	Tuition Reimbursement (\$2,400) AWWA Water Use Efficiency Grade 2 Certification Renewal (\$100)	
5405	General Office Supplies	General Office Supplies including paper, pens, pencils, toner cartridges,	
		Conservation Poster Contest Calendar (\$33,000)	
5420	Printed Materials and Printing*	Consumer Confidence Report and Notification Postcard (\$7,000)	
		Billing Inserts and Misc.Messaging Materials (\$25,000)	
		*Increase to cover additional conservation/outreach materials and inserts from other City Departments	
5450	Postage-Express Delivery	Saturation Mailing Water Conservation Calendar and Consumer Confidence Notification (\$24,000)	
5455	Telephone	(2) Landline and (2) Cell Phone (\$2,550)	
5480	Office Furniture	Additional workstation including chair (\$2,000)	
		Constant Contact Email Service (\$2,000)	
5525	Other Professional Services	Graphic Design and Publishing Services (\$5,000)	
		Public Website Maintenance, Support and Hosting Fees (\$10,500)	
		Translation for published materials (\$3,000)	
		Survey Monkey Subscription (\$5,000)	
		Archive Social Annual Team Premier Subscription (\$3,400)	
5545	Advertising Services*	Information campaign outreach (\$15,000)	
		*Increased to cover advertisement for expanded conservation programs and PR consulting services.	
		Residential Conservation Programs and Incentives (\$100,000)	
		Commercial/Institutional/Industrial Conservation Programs and Incentives (\$100,000)	
		Water Education Program (\$30,000)	
		Promotional and event display materials (\$10,000)	
5850	Community Outreach*	Employee event participation overtime for community outreach events (\$8,000)	
		Community workshop fees and materials (\$6,000)	
		Inland Solar Challenge Sponsorship (\$3,500)	
		*Increase from FY 2021-2022 to cover anticipated up-front conservation program contribution from San Bernardino Valley Municipal Water District. Program expansion will fund additional education programming, conservation program analysis, and new conservation customer assistance programs such as direct installs, outdoor irrigation repair assistance and landscape design services.	
CAPITAL OUTLAY			
	None in this Budget		

Customer Service



Section 2060

Customer Service provides direct and timely customer engagement and contact. This section is responsible for providing information, answering questions, fulfilling requests for service, processing customer payments, and responding to customer requests via all communication platforms including walk-in customers at our Customer Service office, over the phone, and via e-mail. Customer Service staff also sorts all incoming Department mail and staffs the Department's main telephone line.

Section 2060

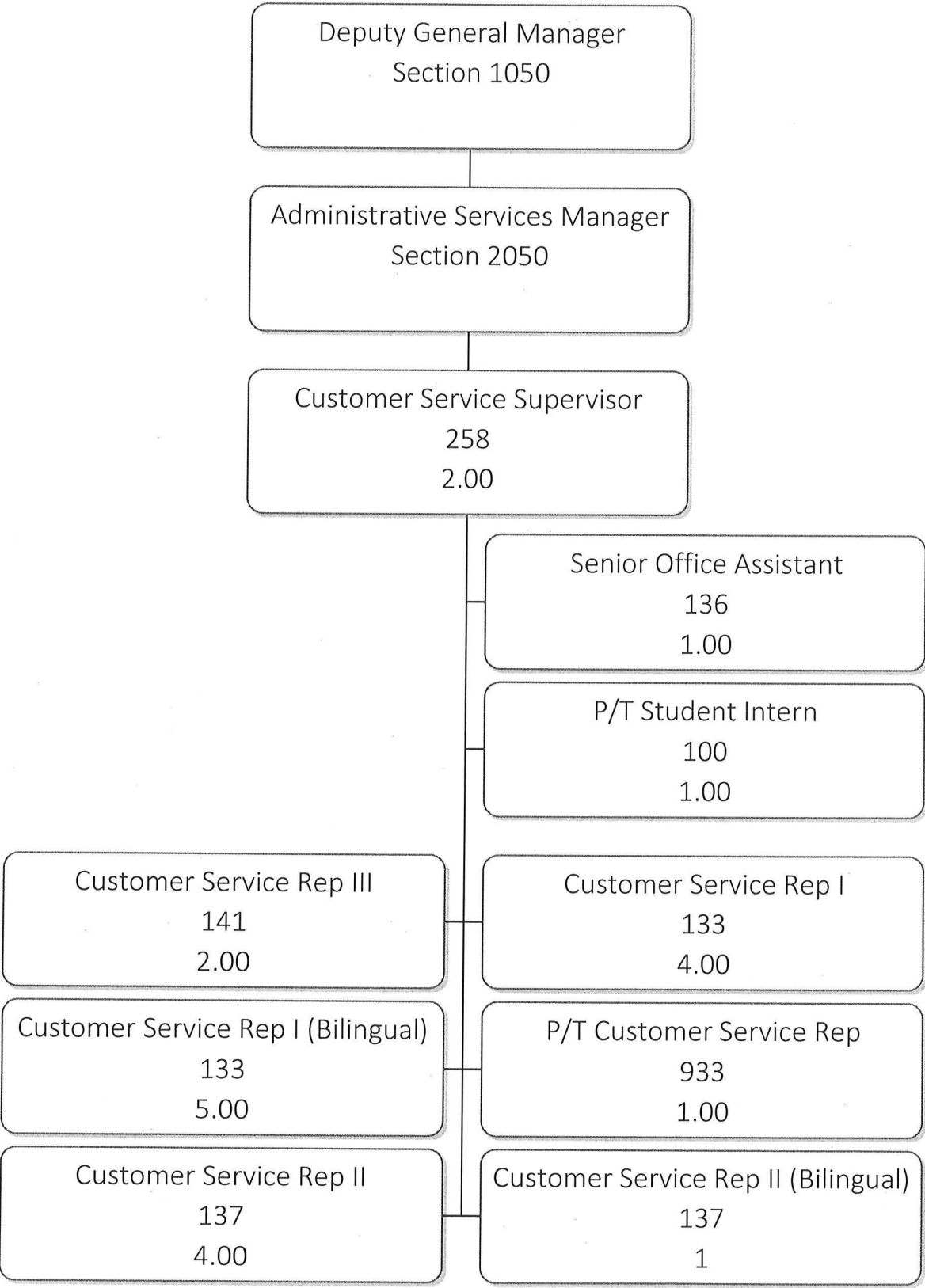
Accomplishments

- A staff of seventeen Customer Service Representatives assisted over 25,537 counter customers, processed 110,642 payments received by mail, and fielded over 70,000 customer phone calls.
- Reviewed and updated Customer Service internal procedures.
- Implemented OneSpan anti-fraud platform to perform customer credit checks.
- Provided training for two newly promoted staff members and five newly hired staff members.
- Conducted comprehensive Customer Outreach to offer payment plan options during Covid-19 resulting in 352 customer payment plans being created.
- Re-opened the Customer Service lobby to in-person customers ensuring all safety protocols and guidelines are followed to protect customers and employees.

Objectives and Goals

- Hire a Customer Service Representative I to fill a vacancy.
- Continued training for staff in order to continue to provide expeditious quality customer service.
- Start implementation of new Customer Service Enterprise Resource Planning platform.
- Eliminate paper recording keeping and move to all digital records.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
CUSTOMER SERVICE - SECTION 2060



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
CUSTOMER SERVICE - SECTION 2060
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (80%)				
	Salaries				
100-2060-550-5110	SALARIES - FULL TIME	\$ 477,933	\$ 768,251	\$ 607,014	\$ 932,394
100-2060-550-5115	SALARIES - PART TIME	15,242	24,229	18,509	45,452
100-2060-550-5120	SALARIES - OVERTIME	372	650	1,632	800
	Fringe Benefits				
100-2060-550-5205	PERS - EMPLOYER PAID	47,932	51,550	51,745	53,053
100-2060-550-5208	PERS - EMPLOYER PAID-UAL	145,087	153,715	203,090	207,509
100-2060-550-5215	DEFERRED COMP - EMPLOYER PAID	2,476	4,436	3,163	10,920
100-2060-550-5220	MEDICARE TAXES	7,111	11,491	9,137	14,179
100-2060-550-5230	GROUP MEDICAL INSURANCE	111,148	186,680	128,798	232,646
100-2060-550-5245	LIFE AND AD&D INSURANCE	359	551	416	679
100-2060-550-5250	UNEMPLOYMENT BENEFITS	11,834	10,000	251	10,000
	SUBTOTAL PERSONNEL	<u>819,494</u>	<u>1,211,553</u>	<u>1,023,755</u>	<u>1,507,631</u>
	MAINTENANCE AND OPERATIONS				
100-2060-550-5320	TRAINING EXPENSES	105	500	-	4,000
100-2060-550-5330	EMPLOYEE REIMBURSEMENTS	83	-	-	-
100-2060-550-5350	SAFETY CLOTHING/SUPPLIES	738	2,000	346	1,000
100-2060-550-5370	MISCELLANEOUS EXPENSE	215	5,000	-	5,000
100-2060-550-5380	MEMBERSHIP & DUES	69	200	787	200
100-2060-550-5455	TELEPHONE	1,010	1,400	-	1,400
100-2060-550-5465	MINOR OFFICE EQUIPMENT	4,154	5,000	1,385	5,000
100-2060-550-5480	OFFICE FURNITURE	-	-	3,843	-
100-2060-550-5525	OTHER PROFESSIONAL SERVICES	22,156	30,500	23,202	39,500
100-2060-550-6140	MAINTENANCE SERVICES	4,365	4,500	4,380	7,650
100-2060-550-6150	SECURITY SERVICES	8,378	9,600	9,643	11,000
100-2060-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (65%)	(15,955)	(20,545)	(8,717)	(14,950)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>25,319</u>	<u>38,155</u>	<u>34,869</u>	<u>59,800</u>
	OPERATING BUDGET - WATER	<u>844,813</u>	<u>1,249,708</u>	<u>1,058,624</u>	<u>1,567,431</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
CUSTOMER SERVICE - SECTION 2060
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (20%)				
	Salaries				
200-2060-550-5110	SALARIES - FULL TIME	283,656	295,481	233,473	233,098
200-2060-550-5115	SALARIES - PART TIME	8,594	9,319	7,119	11,363
200-2060-550-5120	SALARIES - OVERTIME	213	250	628	200
400-2060-550-5110	SALARIES - FULL TIME	217,150	118,192	93,371	-
400-2060-550-5115	SALARIES - PART TIME	6,235	3,728	2,846	-
400-2060-550-5120	SALARIES - OVERTIME	157	100	250	-
	Fringe Benefits				
200-2060-550-5205	PERS - EMPLOYER PAID	28,760	19,827	19,904	13,263
200-2060-550-5208	PERS - EMPLOYER PAID-UAL	55,803	59,121	78,111	51,877
200-2060-550-5215	DEFERRED COMP - EMPLOYER PAID	1,502	1,706	1,216	2,730
200-2060-550-5220	MEDICARE TAXES	4,211	4,420	3,514	3,545
200-2060-550-5230	GROUP MEDICAL INSURANCE	65,345	71,800	49,538	58,161
200-2060-550-5245	LIFE AND AD&D INSURANCE	206	212	161	170
400-2060-550-5205	PERS - EMPLOYER PAID	22,077	7,931	7,960	-
400-2060-550-5208	PERS - EMPLOYER PAID-UAL	22,321	23,648	31,244	-
400-2060-550-5215	DEFERRED COMP - EMPLOYER PAID	1,164	683	486	-
400-2060-550-5220	MEDICARE TAXES	3,217	1,768	1,405	-
400-2060-550-5230	GROUP MEDICAL INSURANCE	49,281	28,720	19,815	-
400-2060-550-5245	LIFE AND AD&D INSURANCE	151	85	63	-
	SUBTOTAL PERSONNEL	<u>770,042</u>	<u>646,991</u>	<u>551,104</u>	<u>374,408</u>
200-2060-550-5330	EMPLOYEE REIMBURSEMENTS	72	-	-	-
200-2060-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (20%)	11,397	14,675	8,717	14,950
400-2060-550-5330	EMPLOYEE REIMBURSEMENTS	70	-	-	-
400-2060-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	<u>4,559</u>	<u>5,870</u>	<u>-</u>	<u>-</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>786,139</u>	<u>667,536</u>	<u>559,821</u>	<u>389,358</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>1,630,952</u>	<u>1,917,244</u>	<u>1,618,445</u>	<u>1,956,789</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 1,630,952</u>	<u>\$ 1,917,244</u>	<u>\$ 1,618,445</u>	<u>\$ 1,956,789</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Administrative	Customer Service	2060		
DESCRIPTION:					
This section is responsible for the establishment, maintenance, and termination of customer accounts under the direction of the Administrative Services Manager. This section handles inquiries, complaints, disputes, and investigations associated with billing of water, sewer, storm drain, backflow, septic, geothermal.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Customer Service Supervisor	2	2	2
		Customer Service Representative III	2	2	2
		Customer Service Representative II	4	4	4
		Customer Service Representative II (Bilingual)	1	1	1
		Customer Service Representative I	4	4	4
		Customer Service Representative I (Bilingual)	5	5	5
		Senior Office Assistant	1	1	1
			19	19	19
5115	Salaries - Part Time	Customer Service Rep I	1	1	1
		Student Intern	1	1	1
			2	2	2
MAINTENANCE AND OPERATIONS					
5320	Training Expense	LCW Workshops and other Customer Service related including Public Institute cashier training			
5350	Safety Clothing and Supplies	Employee prescription safety glasses / safety supplies			
5370	Miscellaneous Expense	Miscellaneous Expenses and Contingency			
5380	Membership and Dues	Employee Notary Renewal			
5455	Telephone	(2) work cell phones service and accessories			
5465	Minor Office Equipment	Replacement of headsets, replacement of receipt printers, replacement of counterfeit detectors, calculators, Canon CR 190i, and miscellaneous equipment			
5525	Other Professional Services	After Hours Telephone Answering Service for Water & Sewer, Experian Credit Report, and One Span Credit Check Authorization			
6140	Maintenance Services	OPEX maintenance, and Canon			
6150	Security Services	Armored Car Services			
CAPITAL OUTLAY					
None in this Budget					

Billing and Collection

Section 2070

The Billing and Collections staff completes billing for all water and sewer-related services and billing adjustments as needed. The section also handles the recovery of delinquent utility accounts, unpaid, closed accounts, loss control, and other miscellaneous accounts.



Section 2070

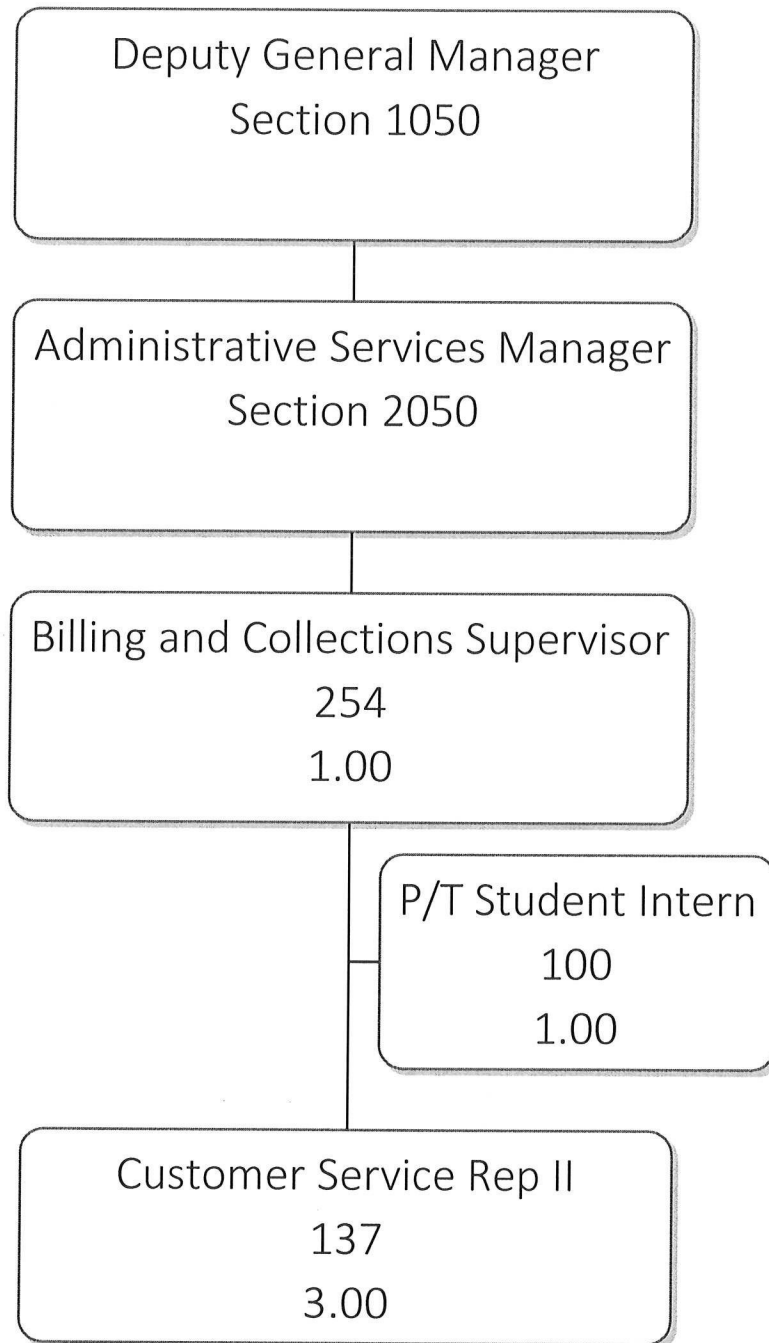
Accomplishments

- Processed a total of 750,615 customer billing statements.
- Prepared quarterly reports to track outstanding work orders for meter replacements.
- Completed consolidation of accounts with water, fire, and landscape services so customers do not receive multiple statements for one property.
- Provided comprehensive account data for rate study.

Objectives and Goals

- Review and revise account data in preparation for data conversion to the new CIS/Utility billing system.
- Update Water and Wastewater rates.
- Support the AMI pilot project by assisting the customer and agent.
- Assess and revise workflows in preparation for the implementation of the Department's Enterprise Asset Management System.
- Provide thorough and comprehensive training in all Billing and Collection functions for newly promoted Customer Service Representatives.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
BILLING AND COLLECTIONS - SECTION 2070



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
BILLING AND COLLECTIONS - SECTION 2070
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (50%)				
	Salaries				
100-2070-550-5110	SALARIES - FULL TIME	\$ 137,147	\$ 128,981	\$ 125,151	\$ 145,207
100-2070-550-5115	SALARIES - PART TIME	4,560	6,862	5,686	14,700
	Fringe Benefits				
100-2070-550-5205	PERS - EMPLOYER PAID	12,478	8,655	10,451	8,262
100-2070-550-5208	PERS - EMPLOYER PAID-UAL	24,285	25,807	34,096	32,316
100-2070-550-5215	DEFERRED COMP - EMPLOYER PAID	327	796	401	1,625
100-2070-550-5220	MEDICARE TAXES	2,035	1,970	1,907	2,319
100-2070-550-5230	GROUP MEDICAL INSURANCE	28,449	29,749	25,000	30,999
100-2070-550-5245	LIFE AND AD&D INSURANCE	94	91	83	93
	SUBTOTAL PERSONNEL	<u>209,375</u>	<u>202,911</u>	<u>202,775</u>	<u>235,521</u>
	MAINTENANCE AND OPERATIONS				
100-2070-550-5320	TRAINING EXPENSES	-	500	-	500
100-2070-550-5330	EMPLOYEE REIMBURSEMENTS	81	-	-	-
100-2070-550-5350	SAFETY CLOTHING AND SUPPLIES	268	250	235	250
100-2070-550-5370	MICELLANEOUS EXPENSE	-	1,000	-	2,000
100-2070-550-5405	GENERAL OFFICE SUPPLIES	3,353	5,000	2,562	5,000
100-2070-550-5450	POSTAGE AND EXPRESS DELIVERY	275,227	260,000	239,100	250,000
100-2070-550-5455	TELEPHONE	2,153	1,000	502	1,000
100-2070-550-5465	MINOR OFFICE EQUIPMENT	416	1,000	-	1,000
100-2070-550-5525	OTHER PROFESSIONAL SERVICES	191,373	225,000	153,681	225,000
100-2070-550-5820	BILL COLLECTION AND FEES	3,259	15,000	30,251	25,000
100-2070-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	<u>(262,355)</u>	<u>(259,463)</u>	<u>(213,166)</u>	<u>(254,875)</u>
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>213,773</u>	<u>249,287</u>	<u>213,166</u>	<u>254,875</u>
	OPERATING BUDGET - WATER	<u>423,148</u>	<u>452,198</u>	<u>415,941</u>	<u>490,396</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
BILLING AND COLLECTIONS - SECTION 2070
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (50%)				
	Salaries				
200-2070-550-5110	SALARIES - FULL TIME	102,853	105,291	102,166	145,207
200-2070-550-5115	SALARIES - PART TIME	3,723	5,602	4,641	14,700
400-2070-550-5110	SALARIES - FULL TIME	28,283	28,955	28,093	-
400-2070-550-5115	SALARIES - PART TIME	1,024	1,540	1,276	-
	Fringe Benefits				
200-2070-550-5205	PERS - EMPLOYER PAID	10,186	7,065	8,531	8,262
200-2070-550-5208	PERS - EMPLOYER PAID-UAL	19,825	21,067	27,834	32,316
200-2070-550-5215	DEFERRED COMP - EMPLOYER PAID	267	650	327	1,625
200-2070-550-5220	MEDICARE TAXES	1,529	1,608	1,556	2,319
200-2070-550-5230	GROUP MEDICAL INSURANCE	23,224	24,285	20,408	30,999
200-2070-550-5245	LIFE AND AD&D INSURANCE	77	75	68	93
400-2070-550-5205	PERS - EMPLOYER PAID	2,801	1,943	2,345	-
400-2070-550-5208	PERS - EMPLOYER PAID-UAL	5,452	5,793	7,654	-
400-2070-550-5215	DEFERRED COMP - EMPLOYER PAID	73	179	90	-
400-2070-550-5220	MEDICARE TAXES	421	442	428	-
400-2070-550-5230	GROUP MEDICAL INSURANCE	6,387	6,678	5,612	-
400-2070-550-5245	LIFE AND AD&D INSURANCE	21	21	18	-
	SUBTOTAL PERSONNEL	<u>206,145</u>	<u>211,194</u>	<u>211,047</u>	<u>235,521</u>
200-2070-550-5330	EMPLOYEE REIMBURSEMENTS	66	-	-	-
200-2070-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	205,769	203,500	213,166	254,875
400-2070-550-5330	EMPLOYEE REIMBURSEMENTS	18	-	-	-
400-2070-550-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	56,586	55,963	-	-
	OPERATING BUDGET - SEWER TREATMENT	<u>468,584</u>	<u>470,657</u>	<u>424,213</u>	<u>490,396</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>891,732</u>	<u>922,855</u>	<u>840,153</u>	<u>980,792</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 891,732</u>	<u>\$ 922,855</u>	<u>\$ 840,153</u>	<u>\$ 980,792</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Administrative	Billing and Collections	2070		
DESCRIPTION:					
This section is responsible for the accurate and timely billing and adjustments for all customer accounts, including research associated with rates, service, class, and jurisdiction; and for collection activities. It is under the direction of the Administrative Services Manager.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Billing and Collections Supervisor	1	1	1
		Customer Service Representative II	3	3	3
			4	4	4
5115	Salaries - Part Time	Student Intern	1	1	1
			1	1	1
MAINTENANCE AND OPERATIONS					
5320	Training Expenses	Customer Service Representative Training			
5350	Safety Clothing/Supplies	Safety glasses			
5370	Other Expense	Miscellaneous Expense/Contingency			
5405	General Office Supplies	General office supplies			
5450	Postage and Express Delivery	Bulk Rate Permit, Presorted 1st Class, PO Box, bills and notices			
5455	Telephone	(1) cell phone			
5465	Minor Office Equipment	Printers, scanners, computer equipment			
5525	Other Professional Services	Bill Print services for bills, reminder notices, shut-off notices and other mass customer correspondence; customer portal; credit card service payment processing			
5820	Bill Collection and Fees	Collections Agency Fees and State Franchise Tax Board tax diversion program			
CAPITAL OUTLAY					
None in this Budget					

Field and Meter Services

Section 2090

Field and Meter Services is responsible for the reading and recording of accurate water meter information for billing and maintenance purposes; the determination and assignment of sewer charges to business and residential properties. This section is also responsible for reporting meter conditions, fulfilling requests to turn service on and off, and field visits concerning inquiries about meter reading or water consumption.



Section 2090

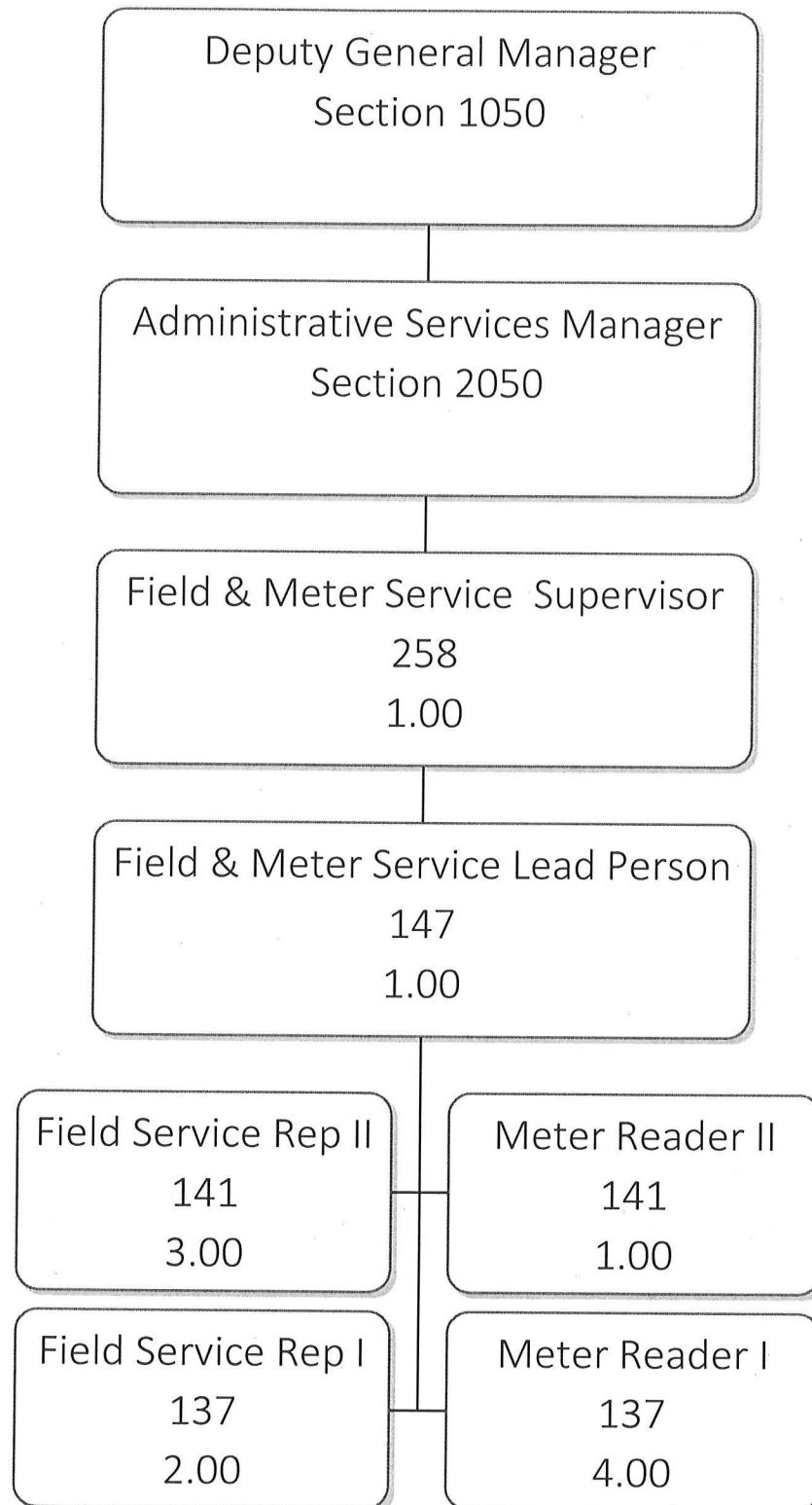
Accomplishments

- Converted from MVRs meter reading software to new FCS meter reading software.
- Installed 200 Encoder Receiver Transmitter (ERT) meters between 16th street and 20th to increase meter reading efficiency.
- Completed 13,983 work orders.
- Helped Distribution Section to complete all open works orders for BO meter, Damaged Registers, and fogged meters from 5/8" to 1" in size.

Objectives and Goals

- The transition from FC300 processor to Mobile phone Itron radio device for reading meters.
- Install 300 Encoder Receiver Transmitters (ERT) in alleyways between West 27th street and West Colima Road, West 30th street and West Marshall Blvd, and the Muscoy neighborhood.
- Purchase 2 replacement vehicles per the Department Fleet Vehicle policy.
- Go paperless for Field service work orders.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
FIELD AND METER SERVICES - SECTION 2090



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FIELD AND METER SERVICES - SECTION 2090
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-2090-550-5110	SALARIES - FULL TIME	\$ 877,345	\$ 854,990	\$ 762,661	\$ 910,106
100-2090-550-5120	SALARIES - OVERTIME	1,157	2,500	5,273	2,500
	Fringe Benefits				
100-2090-550-5205	PERS - EMPLOYER PAID	85,823	57,370	63,273	51,785
100-2090-550-5208	PERS - EMPLOYER PAID-UAL	159,570	171,070	226,020	202,548
100-2090-550-5215	DEFERRED COMP - EMPLOYER PAID	4,796	4,550	4,714	9,100
100-2090-550-5220	MEDICARE TAXES	12,240	12,397	10,784	13,197
100-2090-550-5230	GROUP MEDICAL INSURANCE	176,543	192,488	145,760	196,628
100-2090-550-5245	LIFE AND AD&D INSURANCE	619	575	477	575
100-2090-550-5250	UNEMPLOYMENT BENEFITS	681	-	7,044	-
	SUBTOTAL PERSONNEL	<u>1,318,773</u>	<u>1,295,940</u>	<u>1,226,006</u>	<u>1,386,440</u>
	MAINTENANCE AND OPERATIONS				
100-2090-550-5320	TRAINING EXPENSES	-	1,000	-	1,000
100-2090-550-5330	EMPLOYEE REIMBURSEMENTS	80	1,000	-	1,000
100-2090-550-5340	UNIFORM RENTAL AND CLEANING	4,804	5,000	2,678	5,000
100-2090-550-5350	SAFETY CLOTHING AND SUPPLIES	1,699	3,000	2,148	3,000
100-2090-550-5370	MISCELLANEOUS EXPENSE	872	1,000	-	1,000
100-2090-550-5405	GENERAL OFFICE SUPPLIES	2,418	2,500	1,865	2,000
100-2090-550-5450	POSTAGE AND EXPRESS DELIVERY	160	500	-	500
100-2090-550-5455	TELEPHONE	5,692	15,000	13,598	14,000
100-2090-550-5465	MINOR OFFICE EQUIPMENT	-	500	-	500
100-2090-550-6140	MAINTENANCE SERVICES	3,046	3,000	5,909	4,000
100-2090-550-6410	MATERIALS AND SUPPLIES	39,330	40,000	31,052	40,000
100-2090-550-6510	SMALL TOOLS AND EQUIPMENT	1,332	2,000	260	2,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>59,432</u>	<u>74,500</u>	<u>57,510</u>	<u>74,000</u>
	OPERATING BUDGET - WATER	<u>1,378,206</u>	<u>1,370,440</u>	<u>1,283,516</u>	<u>1,460,440</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS - OPERATIONS				
100-2090-580-8020	AUTOS & TRUCKS	-	-	-	84,000
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>84,000</u>
	TOTAL BUDGET	<u>\$ 1,378,206</u>	<u>\$ 1,370,440</u>	<u>\$ 1,283,516</u>	<u>\$ 1,544,440</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Administrative	Field and Meter Services	2090		
DESCRIPTION:					
This section is under the direction of the Administrative Services Manager and is responsible for the reading and recording of water meter information for billing and maintenance purposes, and the determination and assignment of sewer charges to business and residential properties. This section is also responsible for installation and removal of water meters, daily turn-off services, closing bills, and investigation of customer complaints.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Field and Meter Services Supervisor	1	1	1
		Field and Meter Services Lead Person	1	1	1
		Field Service Representative II	3	3	3
		Field Service Representative I	2	2	2
		Meter Reader II	1	1	1
		Meter Reader I	5	5	4
			13	13	12
		MAINTENANCE AND OPERATIONS			
5320	Training Expense	Itron Training for Supervisor and Lead person, misc. training			
5330	Employee Reimbursements	Water certifications, tuition reimbursements, field service overtime pay for after hour calls			
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, repair and replacement			
5350	Safety Clothing and Supplies	Employee safety clothing, shoes, sunscreen, hand sanitizing wipes and liquid, rain gear, safety glasses, gloves, boot reimbursements, cold wear jackets and sun shade protection per CAL-OSHA, etc.			
5370	Miscellaneous Expense	Miscellaneous expense			
5405	General Office Supplies	Printer ink black and color, white paper for printer and copier, yellow paper for tenant letters			
5450	Postage-Express Delivery	Bluetooth Itron mobile devices maintenance			
5455	Telephone	(2) office lines and (12) cell phones upgrades, 4 Bluetooth Itron meter reading devices			
5465	Minor Office Equipment	Calculators, work order copy stamps, junk meter stamps, misc. equipment			
6140	Maintenance Services	Canon copier lease and maintenance			
6410	Materials and Supplies	Meter box tops, metal zip ties, red/yellow locking tags, pink door hangers, locks, plugs, conner devices, bug spray, meter rods, wasp & bee spray, blue marking paint, ERT wire, ERT connector, electrical tape, etc.			
6510	Small Tools & Equipment	Hand shovels, round shovels, meter rods, meter wrenches (small & large), meter box water pumps & plier wire cutters, 5 gallon buckets for dirt removal, vault opening tools, pliers, tool bags, etc.			
CAPITAL OUTLAY					
8020	Autos & Trucks	(2) Ford Ranger or Mavericks \$42k each (replacement for units #60 & 502)			

Water Fund General Administrative Expenses

Section 2510

This section includes non-productive salaries and additional benefits not accounted for within specific division budgets. It includes other Department expenses, not identified to a specific division, but having the benefit to Water Utility. Administrative office rent, services, insurance, and other expenses are included.



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
GENERAL ADMINISTRATIVE EXPENSE - SECTION 2510

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
GENERAL ADMINISTRATIVE EXPENSE - SECTION 2510
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	Fringe Benefits				
100-2510-560-5205	PERS - EMPLOYER PAID	\$ 21,584	\$ -	\$ -	\$ -
100-2510-560-5230	GROUP MEDICAL INSURANCE	68,351	-	(7)	-
100-2510-560-5240	DISABILITY INSURANCE	81,986	84,000	77,203	86,000
100-2510-560-5245	LIFE AND AD&D INSURANCE	(16)	-	(14)	-
100-2510-560-5250	UNEMPLOYMENT BENEFITS	-	15,000	-	-
100-2510-560-5260	RETIREE MEDICAL INSURANCE	(74,238)	900,000	946,685	851,000
100-2510-560-5265	RETIREE LIFE INSURANCE	112	500	303	-
100-2510-560-5270	GASB 68 PENSION EXPENSE	986,223	-	-	-
100-2510-560-5290	ADMIN COST GROUP MEDICAL	35,191	36,000	28,466	36,000
100-2510-560-5295	FUTURE MEDICAL BENEFITS	354,022	411,280	-	250,000
	SUBTOTAL PERSONNEL	<u>1,473,216</u>	<u>1,446,780</u>	<u>1,052,636</u>	<u>1,223,000</u>
	MAINTENANCE AND OPERATIONS				
100-2510-560-5370	MISCELLANEOUS EXPENSE	1,628	10,000	366	5,000
100-2510-560-5405	GENERAL OFFICE SUPPLIES	202	-	-	-
100-2510-560-5420	PRINTED MATERIALS	280	-	-	-
100-2510-560-5435	OFFICE EQUIPMENT MAINTENANCE	644	-	281	-
100-2510-560-5455	TELEPHONE	131,926	138,000	140,841	144,000
100-2510-560-5510	CONSULTING SERVICES	54,300	-	-	-
100-2510-560-5520	LEGAL SERVICES	-	150,000	85,000	150,000
100-2510-560-5525	OTHER PROFESSIONAL SERVICES	39,250	790,000	75,000	745,000
100-2510-560-5610	INSURANCE - LIABILITY	275,696	470,058	296,000	604,000
100-2510-560-5620	INSURANCE - PROPERTY	298,436	296,700	347,000	333,000
100-2510-560-5630	WORKERS' COMPENSATION	1,064,932	300,000	300,000	425,000
100-2510-560-5650	UNINSURABLE LOSSES	28,786	250,000	22,030	250,000
100-2510-560-5810	UNCOLLECTIBLE CHARGE OFFS	160,592	300,000	100,000	100,000
100-2510-560-6140	MAINTENANCE SERVICES	-	22,500	-	-
100-2510-560-6160	FACILITY MAINTENANCE	35,819	-	-	-
100-2510-560-7020	OTHER TAXES/PENALTIES	-	-	176	-
100-2510-560-7040	BANK FEES	27,175	30,000	26,391	30,000
100-2510-560-7050	INVENTORY ADJUSTMENTS	(19,275)	20,000	(8,308)	20,000
100-2510-560-7070	OBSOLETE INVENTORY WRITE OFF	266,881	10,000	34,597	100,000
100-2510-560-7080	BILLED REVENUE LOSS	-	686,000	-	-
100-2510-560-7095	DISPUTED CHARGES	-	-	(996)	-
100-2510-560-7170	CITY R.O.W.MAINTENANCE AGREEMENT	1,268,585	1,550,000	1,550,000	1,740,000
100-2510-590-7010	PROPERTY TAXES	14,957	12,000	8,702	12,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>3,650,814</u>	<u>5,035,258</u>	<u>2,977,080</u>	<u>4,658,000</u>
	OPERATING BUDGET - WATER	<u>5,124,030</u>	<u>6,482,038</u>	<u>4,029,716</u>	<u>5,881,000</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
GENERAL ADMINISTRATIVE EXPENSE - SECTION 2510
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>CAPITAL OUTLAY</u>					
CAPITAL OUTLAY ITEMS					
100-2510-580-8030	CAPITAL OUTLAY-OPERATING / COMPUTER EQUIPMENT	-	-	-	75,000
100-2510-580-8080	CAPITAL OUTLAY-OPERATING / OPERATIONS & MAINTENANCE	-	-	-	3,370,000
100-2510-580-8400	CAPITAL IMPROVEMENT PROJECTS - CARRYOVER	-	18,793,000	3,178,694	26,882,000
100-2510-580-8400	CAPITAL IMPROVEMENT PROJECTS - NEW PROJECTS	-	8,420,000	-	17,290,000
100-2510-580-8503	CAPITAL IMPROVEMENT PROJECTS - LABOR PORTION	-	(450,500)	-	(550,500)
100-2510-580-8401	CAPITAL IMPROVEMENT PROJECTS - EQUIPMENT	-	300,000	-	402,000
	SUBTOTAL CAPITAL OUTLAY	-	27,062,500	3,178,694	47,468,500
OVERHEAD ALLOCATION					
100-2510-580-8500	OVERHEAD APPLIED, PROPERTY, PLANT, & EQUIPMENT	-	(541,250)	(63,574)	(949,370)
	SUBTOTAL OVERHEAD ALLOCATION	-	(541,250)	(63,574)	(949,370)
	TOTAL BUDGET	<u>\$ 5,124,030</u>	<u>\$ 33,003,288</u>	<u>\$ 7,144,836</u>	<u>\$ 52,400,130</u>
100-2510-570-7510	DEPRECIATION - FIXED ASSETS	<u>\$ 7,838,887</u>	<u>\$ 7,800,000</u>	<u>\$ 7,762,312</u>	<u>\$ 7,900,000</u>

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	General Administrative Expense	2510
DESCRIPTION:			
This section includes non-productive salaries and additional benefits not accounted for within specific division budgets. It includes other Department expense, not identified to a specific division, but having benefit to the entire Water Department. Administrative offices rent, services, insurance, and other expenses are included.			
PERSONNEL			
5208	PERS-UAL	CalPERS Unfunded Pension Liability, GASB68 Actuarial Report	
5240	Disability Insurance	Disability insurance per MOU	
5250	Unemployment Benefit Expense	Unemployment benefits as required by law	
5260	Retiree Medical Insurance	Group health benefits for retired full-time employees per MOU	
5265	Retiree Life Insurance	Group life insurance for retired full-time employees	
5290	Administrative Cost Group Medical	Group medical for employees and retirees	
5295	Future Medical Benefits	Future medical benefits, as stipulated in GASB 45	
MAINTENANCE AND OPERATIONS			
5370	Miscellaneous Expense	Miscellaneous Expenses	
5405	General Office Supplies	Office supplies for administrative staff	
5435	Office Equipment Maintenance	Equipment maintenance and repairs	
5455	Telephone	DSL, Elevator, Fax, Fire Line, and Back Up Fire Line	
5520	Legal Services	External legal services, as required	
5525	Other Professional Services	Monthly Investment management fees, Electrical Master Plan (\$150,000.00), and Water Master Plan Update (\$600,000.00)	
5610	Insurance - Liability	Liability insurance premium	
5620	Insurance - Property	Property insurance premiums and brokerage fees	
5630	Workers' Compensation	Workers' compensation administrative fees and claims	
5650	Uninsurable Losses	Minor losses not covered under insurance	
5810	Uncollectible Charge-offs	Uncollectible accounts	
7040	Bank Fees	Monthly bank fees	
7050	Inventory Adjustments	Inventory adjustments	
7070	Obsolete Inventory Write Offs	Obsolete inventory write offs	
7080	Billed Revenue Loss	Billing error to Landscape and Fire Service Customers that resulted in lost revenue from FY's 18-19, 19-20 & 20-21	
7160	City Services	Reimburse City for services provided to Water Department	
7170	City R.O.W. Maintenance Agreement	Annual payment to the City per Right of Way Maintenance agreement	
7010	Property Taxes	Property taxes for properties owned outside City limit	
CAPITAL OUTLAY			
8401	Capital Improvement Projects - Equipment	Replacement generator	

Water Fund Non-Operating Expense

Section 2520

Includes non-operating expenses, general in nature, not accounted for within specific division budgets that benefit Water Utility. Includes debt-related expenditures, such as bond and trustee fees.



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
NON-OPERATING EXPENSE - SECTION 2520

No Staff
Budgeted
for this Section

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
NON-OPERATING EXPENSE - SECTION 2520
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	NON-OPERATING EXPENSES				
100-2520-595-5710	INTEREST EXPENSE	\$ 1,918,115	\$ 2,090,400	\$ 1,662,443	\$ 2,044,200
100-2520-595-5730	TRUSTEE SERVICE FEES	8,018	2,900	3,900	2,900
	EXPENSE BUDGET - WATER	1,926,133	2,093,300	1,666,343	2,047,100
	DEBT SERVICE PRINCIPAL PAYMENTS				
100-0000-260-8000	2016 WATER REVENUE BOND	860,000	900,000	900,000	950,000
	TOTAL DEBT SERVICE PRINCIPAL PAYMENTS	860,000	900,000	900,000	950,000
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-
	TOTAL BUDGET	\$ 2,786,133	\$ 2,993,300	\$ 2,566,343	\$ 2,997,100

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Non-Operating Expense	2520
DESCRIPTION:			
Includes non-operating expense, general in nature, not accounted for within specific division budgets that benefit the entire Water Department. Includes debt-related expenditures, such as bond and trustee fees.			
5710	Interest Expense	Interest expense for the CMFA 2016 Revenue Bonds	
5730	Trustee Service Fees	Bond and trustee services and arbitrage rebate calculation	
CAPITAL OUTLAY			
None in this Budget			

Facilities Maintenance Expense

Section 2530

This section includes costs associated with the facilities that house Water Department staff. Administrative offices rent, janitorial, utilities, security, maintenance, and other expenses are included.



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
FACILITIES MAINTENANCE EXPENSE - SECTION 2530

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
FACILITIES MAINTENANCE EXPENSE - SECTION 2530
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
MAINTENANCE AND OPERATIONS					
100-2530-560-5485	OFFICE RENT	47,697	62,100	52,359	55,000
100-2530-560-6120	LANDSCAPE SERVICES	21,767	32,700	30,114	147,000
100-2530-560-6140	MAINTENANCE SERVICES	170,050	140,000	137,372	210,000
100-2530-560-6150	SECURITY SERVICES	253,603	255,000	237,470	270,000
100-2530-560-6160	FACILITY MAINTENANCE	137,766	100,000	58,288	100,000
100-2530-560-6165	TRASH DISPOSAL	40,570	45,000	30,775	40,000
100-2530-560-6170	JANITORIAL SERVICES	53,025	150,000	137,516	145,000
100-2530-560-6310	UTILITIES - ELECTRIC	203,538	200,400	217,454	145,000
100-2530-560-6350	UTILITIES - GAS	7,252	10,000	9,442	12,000
100-2530-560-6370	UTILITIES - WATER	1,693	2,000	2,120	2,500
100-2530-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	(500,501)	(498,600)	(456,455)	(563,250)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>436,460</u>	<u>498,600</u>	<u>456,455</u>	<u>563,250</u>
	OPERATING BUDGET - WATER	<u>436,460</u>	<u>498,600</u>	<u>456,455</u>	<u>563,250</u>
<u>SEWER TREATMENT FUND</u>					
200-2530-560-7900	ALLOCATION FROM/TO OTHER FUNDS (35%)	350,351	349,020	319,519	563,250
400-2530-560-7900	ALLOCATION FROM/TO OTHER FUNDS (15%)	150,150	149,580	136,937	-
	OPERATING BUDGET - SEWER TREATMENT	<u>500,501</u>	<u>498,600</u>	<u>456,455</u>	<u>563,250</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>936,960</u>	<u>997,200</u>	<u>912,910</u>	<u>1,126,500</u>
<u>CAPITAL OUTLAY</u>					
CAPITAL OUTLAY ITEMS					
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 936,960</u>	<u>\$ 997,200</u>	<u>\$ 912,910</u>	<u>\$ 1,126,500</u>

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Facilities Maintenance Expense	2530
DESCRIPTION:			
This section includes costs associated with the facilities that house Water Department staff. Administrative offices rent, janitorial, utilities, security, maintenance, and other expenses are included.			
MAINTENANCE AND OPERATIONS			
5485	Office Rent	Monthly rent for modular @ 397 Chandler (bldg. b)	
6120	Landscape Services	Landscape Services at Department office locations	
6140	Maintenance Services	Water filter maintenance, A/C maintenance, pest control	
6150	Security Services	Security Services at Department office locations including armed guard, patrol, Protection One, and fire alarm services	
6160	Facility Maintenance	Power washing parking lot 1350, misc. projects	
6165	Trash Disposal	Trash Disposal at Department office locations	
6170	Janitorial Services	Janitorial Services and supplies at Department office locations	
6310	Utilities - Electric	Electric Service at Department office locations	
6350	Utilities - Gas	Gas Service at Department office locations	
6370	Utilities - Water	Water Service at Department office locations	
CAPITAL OUTLAY			
None in this Budget			

Environmental & Regulatory Compliance



Environmental and Regulatory Compliance

Section 1060

This Section oversees both environmental and safety regulations for the Department. Environmental Compliance supports and directs regulatory compliance activities to protect public health and the City's natural resources. The section influences, tracks; ensures compliance with environmental permits; regulations relating to air quality, potable water, wastewater collection, and treatment; stormwater management; biosolids management. Safety staff plans organize, develops, implements, coordinates, and administers the Department's health, safety, and emergency management programs which include safety training; accident/incident investigations; assuring compliance with applicable state, federal health, and safety regulations; promoting emergency preparedness, and preparing for emergency response recovery and mitigation.



Section 1060

Accomplishments

Environmental:

- Prepared and submitted 136 reports to various Regulatory Agencies. All environmental compliance reporting requirements were met on or before the required submission date 100% of the time.
- Revamped existing, internal, tools and databases to address the new SCAQMD permit requirements for the DGBU Program and monitor compliance against existing limits.
- Completed the Nitrogen-Loss Coefficient Study at the RIX and submitted it to the Santa Ana RWQCB for consideration. Collaborated with regional stakeholders to support the adoption of amendments to the Santa Ana Region's Basin Plan.
- Collaborated with State public health officials to establish a wastewater-based epidemiology sampling program at WRP for SARS-Cov-2, whose results informed public health decisions. SBMWD was one of nine initial wastewater agencies to join California's Surveillance of Wastewaters (Cal-SuWers) Network.
- Developed a Sampling and Laboratory Analysis Plan (SLAP) and Standard Operating Procedures (SOP) for internal use to establish uniform procedures for collecting wastewater samples for PFAS analysis at WRP and RIX.

Safety:

- Full compliance with the California Department of Public Health COVID requirements and California Division of Occupational Safety and Health (CAL-OSHA) requirements. This included recordkeeping, disinfection, training, and a written policy.
- We trained 980 seats on a variety of safety topics: Lockout/Tagout (LOTO), Confined Space, Defensive Driver, Fire Protection, Injured Illness Prevention Plan (IIPP), and Heat Illness.
- We recovered \$44,811.58

Objectives and Goals

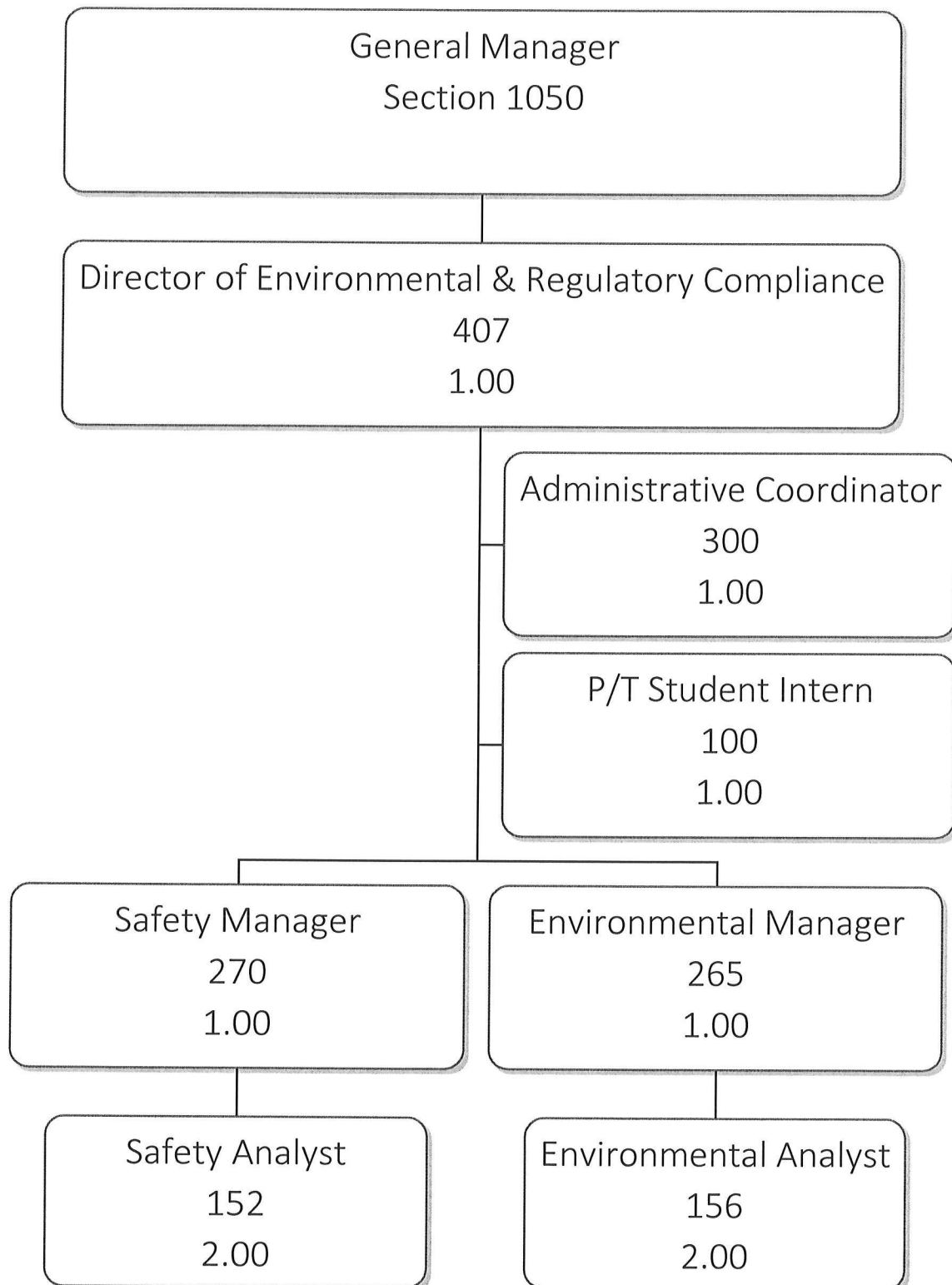
Environmental:

- Continue to coordinate with and assist other divisions on monitoring, permitting, and reporting for all applicable environmental regulations.
- Negotiate NPDES permit conditions and effluent limits for the WRP Facility; RIX Facility; Wellhead Treatment System; and De Minimis Discharges.
- Develop a centralized database for all environmental-related permits to streamline permit renewals, invoices, and reports are processed in a timely and efficient manner.

Safety:

Plan to get back on target with training: Rigging, Crane recertification, Hazardous Waste Operations Emergency Response (Hazwoper), Traffic Control, Confined Space Rescue, Railroad Safety.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
ENVIRONMENTAL & REGULATORY COMPLIANCE
SECTION 1060



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ENVIRONMENTAL AND REGULATORY COMPLIANCE DIVISION - SECTION 1060
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (40%)				
	Salaries				
100-1060-560-5110	SALARIES - FULL TIME	\$ 400,678	\$ 367,556	\$ 363,542	\$ 381,891
100-1060-560-5115	SALARIES - PART TIME	-	5,602	719	6,000
	Fringe Benefits				
100-1060-560-5205	PERS - EMPLOYER PAID	35,118	24,663	26,534	21,730
100-1060-560-5208	PERS - EMPLOYER PAID - UAL	66,928	73,542	97,165	84,992
100-1060-560-5215	DEFERRED COMP - EMPLOYER PAID	2,952	1,560	2,787	3,120
100-1060-560-5220	MEDICARE TAXES	5,807	5,411	5,307	5,624
100-1060-560-5230	GROUP MEDICAL INSURANCE	42,796	43,437	35,121	51,071
100-1060-560-5245	LIFE AND AD&D INSURANCE	170	168	141	168
	SUBTOTAL PERSONNEL	<u>554,449</u>	<u>521,939</u>	<u>531,317</u>	<u>554,595</u>
	MAINTENANCE AND OPERATIONS				
100-1060-560-5320	TRAINING EXPENSE	42,703	50,600	8,554	62,500
100-1060-560-5330	EMPLOYEE REIMBURSEMENTS	1,155	2,000	577	1,500
100-1060-560-5350	SAFETY CLOTHING AND SUPPLIES	34,927	17,000	5,926	20,000
100-1060-560-5360	PHYSICAL EXAMINATIONS	38,185	35,000	9,173	45,000
100-1060-560-5370	MISCELLANEOUS EXPENSE	3,234	3,000	-	1,500
100-1060-560-5380	MEMBERSHIP & DUES	-	-	-	200
100-1060-560-5405	GENERAL OFFICE SUPPLIES	2,145	3,000	419	1,500
100-1060-560-5420	PRINTED MATERIALS	10	-	-	-
100-1060-560-5435	OFFICE EQUIP MAINTENANCE	-	-	105	-
100-1060-560-5450	POSTAGE AND EXPRESS DELIVERY	1,259	22,100	1,841	1,500
100-1060-560-5455	TELEPHONE	3,559	3,000	3,465	4,800
100-1060-560-5465	OFFICE EQUIPMENT	1,092	6,000	6,582	2,000
100-1060-560-5470	COMPUTER EQUIPMENT	1,059	1,900	2,005	-
100-1060-560-5475	SOFTWARE	-	15,900	20,667	-
100-1060-560-5525	OTHER PROFESSIONAL SERVICES	36,001	53,000	5,224	25,000
100-1060-560-5545	ADVERTISING SERVICES	-	-	833	1,200
100-1060-560-5650	UNINSURABLE LOSSES	-	-	10,000	-
100-1060-560-6410	MATERIALS AND SUPPLIES	1,473	620	432	1,620
100-1060-560-6540	REPAIRS & MAINTENANCE	200	-	-	-
100-1060-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (40%)	(109,191)	(127,872)	(45,481)	(100,992)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>57,810</u>	<u>85,248</u>	<u>30,320</u>	<u>67,328</u>
	OPERATING BUDGET - WATER	<u>612,259</u>	<u>607,187</u>	<u>561,637</u>	<u>621,923</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ENVIRONMENTAL AND REGULATORY COMPLIANCE DIVISION - SECTION 1060
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
PERSONNEL (50%)					
Salaries					
200-1060-560-5110	SALARIES - FULL TIME	379,535	367,556	363,539	477,364
200-1060-560-5115	SALARIES - PART TIME	-	5,602	718	7,500
400-1060-560-5110	SALARIES - FULL TIME	94,887	91,889	90,882	-
400-1060-560-5115	SALARIES - PART TIME	-	1,400	179	-
Fringe Benefits					
200-1060-560-5205	PERS - EMPLOYER PAID	35,118	24,663	26,533	27,162
200-1060-560-5208	PERS - EMPLOYER PAID - UAL	66,928	73,542	97,165	106,239
200-1060-560-5215	DEFERRED COMP - EMPLOYER PAID	2,952	1,560	2,787	3,900
200-1060-560-5220	MEDICARE TAXES	5,500	5,411	5,307	7,031
200-1060-560-5230	GROUP MEDICAL INSURANCE	42,796	43,437	35,121	63,839
200-1060-560-5245	LIFE AND AD&D INSURANCE	170	168	141	209
400-1060-560-5205	PERS - EMPLOYER PAID	8,779	6,166	6,633	-
400-1060-560-5208	PERS - EMPLOYER PAID - UAL	16,732	18,385	24,291	-
400-1060-560-5210	PERS-CWD PD-EMP PORTION	-	21,910	(815)	-
400-1060-560-5215	DEFERRED COMP - EMPLOYER PAID	738	390	696	-
400-1060-560-5220	MEDICARE TAXES	1,375	1,353	1,326	-
400-1060-560-5230	GROUP MEDICAL INSURANCE	10,699	10,859	8,780	-
400-1060-560-5245	LIFE AND AD&D INSURANCE	43	42	35	-
SUBTOTAL PERSONNEL		<u>666,252</u>	<u>674,333</u>	<u>663,318</u>	<u>693,243</u>
MAINTENANCE AND OPERATIONS - SEWER TREATMENT					
200-1060-560-5330	EMPLOYEE REIMBURSEMENTS	621	-	384	-
200-1060-560-5510	CONSULTING SERVICES	-	25,000	-	25,000
200-1060-560-6130	INSPECTION SERVICES	-	28,400	-	18,000
200-1060-560-6180	LABORATORY TESTING	177,455	248,640	197,633	261,260
200-1060-560-6210	PERMITS AND FEES	-	182,000	124,879	157,800
200-1060-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (50%)	72,794	85,248	37,901	84,160
400-1060-560-5330	EMPLOYEE REIMBURSEMENTS	155	-	96	-
400-1060-560-6210	PERMITS AND FEES	-	-	24,593	-
400-1060-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	18,199	21,312	-	-
SUBTOTAL MAINTENANCE AND OPERATIONS		<u>269,224</u>	<u>590,600</u>	<u>385,486</u>	<u>546,220</u>
OPERATING BUDGET - SEWER TREATMENT		<u>935,476</u>	<u>1,264,933</u>	<u>1,048,804</u>	<u>1,239,463</u>
<u>RIX FUND</u>					
PERSONNEL (10%)					
Salaries					
300-1060-560-5110	SALARIES - FULL TIME	94,883	91,889	90,883	95,473
300-1060-560-5115	SALARIES - PART TIME	-	1,400	179	1,500
Fringe Benefits					
300-1060-560-5205	PERS - EMPLOYER PAID	8,779	6,166	6,633	5,432
300-1060-560-5208	PERS - EMPLOYER PAID - UAL	16,732	18,385	24,291	21,248
300-1060-560-5215	DEFERRED COMP - EMPLOYER PAID	738	390	696	780
300-1060-560-5220	MEDICARE TAXES	1,375	1,353	1,326	1,406
300-1060-560-5230	GROUP MEDICAL INSURANCE	10,699	10,859	8,780	12,768
300-1060-560-5245	LIFE AND AD&D INSURANCE	43	42	35	42
SUBTOTAL PERSONNEL		<u>133,249</u>	<u>130,484</u>	<u>132,823</u>	<u>138,649</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ENVIRONMENTAL AND REGULATORY COMPLIANCE DIVISION - SECTION 1060
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
	MAINTENANCE AND OPERATIONS				
300-1060-560-5330	EMPLOYEE REIMBURSEMENTS	155	-	96	-
300-1060-560-5380	MEMBERSHIPS & DUES	-	11,000	13,873	12,500
300-1060-560-5525	OTHER PROFESSIONAL SERVICES	-	112,734	46,768	308,151
300-1060-560-6180	LABORATORY TESTING	135,491	223,100	103,239	237,034
300-1060-560-6210	PERMITS AND FEES	-	227,180	309,659	251,100
300-1060-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (10%)	18,199	21,312	7,580	16,832
	SUBTOTAL MAINTENANCE AND OPERATIONS	153,845	595,326	481,215	825,617
	OPERATING BUDGET - RIX	287,094	725,810	614,038	964,266
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	1,834,829	2,597,930	2,224,479	2,825,652
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-
	TOTAL BUDGET	\$ 1,834,829	\$ 2,597,930	\$ 2,224,479	\$ 2,825,652

FUND	DIVISION	SECTION	NUMBER
Water	Administrative	Environmental and Regulatory Compliance Division	1060
DESCRIPTION:			
The Environmental and Regulatory Compliance Division manages and administers mandated programs that include regulatory compliance and system monitoring for the Clean Air Act and the Clean Water Act, Cal/OSHA, DOT commercial drivers' licensing, hazardous materials, and property and liability insurance claims.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		Director, Environmental and Regulatory Compliance	1 1 1
		Safety Manager	1 1 1
		Environmental Manager	1 1 1
		Regulatory Analyst	4 2 2
		Safety Analyst	0 2 2
		Administrative Coordinator	1 1 1
			8 8 8
5115	Salaries - Part Time	Student Intern	0 1 1
			0 1 1
MAINTENANCE AND OPERATIONS			
5320	Training Expenses	CPR & blood borne pathogens; seminars, trenching, confined space & rigging, A/C pipe; Hazwopper & general safety; AQMD, QISP, and technical training.	
5350	Safety Clothing and Supplies	Emergency equipment and replenishment supplies	
5360	Physical Examination and X-ray	Medical exams and tests	
5380	Membership and Dues	100-1060-560: Safety 200-1060-560: SCAP	
5405	General Office Supplies	General office supplies	
5450	Postage-Express Delivery	For submittals to AQMD; CARB; SWRCB; etc.	
5455	Telephone	Upgrade (8) iPhone	
5510	Consulting Services	200-1060-560: CASA/SCAP - PEEP Study II	
5525	Other Professional Services	100-1060-560: ERA Level 2 QISP Support, Source Test validation support, SBVWD Salt & Nitrate Study	
		300-1060-560: SAWPA, SARDA, Upper SAR; SAS Rescue; WET TRE/TIE, WET validation, Legal Support for Permit, Low Effect HCP, N-Loss Study	
6130	Inspection Services	200-1060-560: AQMD Source Testing	
6180	Laboratory Testing	200-1060-560: WRP Compliance and Process Control Sampling; WRP PFAS Internal, ERA level 2 Stormwater sampling, TTS discharge characterization for permitting, DG Gas analysis & courier	
		300-1060-560: RIX Compliance Sampling, N-loss or SBBA salt/nutrient plan testing, SAR Station A, RIXES DeMinimis, RIX Bioassay, RIX PFAS internal, WET-Nautilus/MBC Split/Courier service	
6210	Permits and Fees	200-1060-560: NPDES WRP and Brine Pond fees, AQMD Variance excess Emission and AER Fees; AQMD fees; SBCFD Annual Fee; and DTSC Haz.Waste Fees	
		300-1060-560: NPDES RIX Annual fees, NPDES RIXES De Minimis fees, AQMD Annual Renewal & Emission fees, DTS and Haz.Waste Fees	
		400-1060-560: AQMD Fees, and SSS WDR Annual Fees	
6410	Materials and Supplies	Stormwater Treatment BMPs and supplies	
CAPITAL OUTLAY			
None in this Budget			

Water Quality and Backflow Control

Section 3063

Water Quality Control, Backflow, and Geothermal are primarily responsible for drinking water compliance that is promulgated by the State Water Resources Control Board Division of Drinking Water, California Regional Water Quality Control Board, United States Environmental Protection Agency, and the Department of Toxic Substances Control. Compliance is achieved by a comprehensive monitoring program that has been developed over many years based on regulations; chemical and mineral changes to the Bunker Hill Groundwater Aquifer; distribution system changes and a Superfund Site Remedy Plan. This Section also administers a comprehensive Cross-Connection Control Program which consists of inspection, maintenance, and testing requirements for over 4,500 backflow assemblies. In addition, this Section oversees the operation and maintenance of a Geothermal Heating System which consists of two production wells and a distribution system of pipelines for heating and direct use by government and commercial businesses in the downtown area.



Section 3063

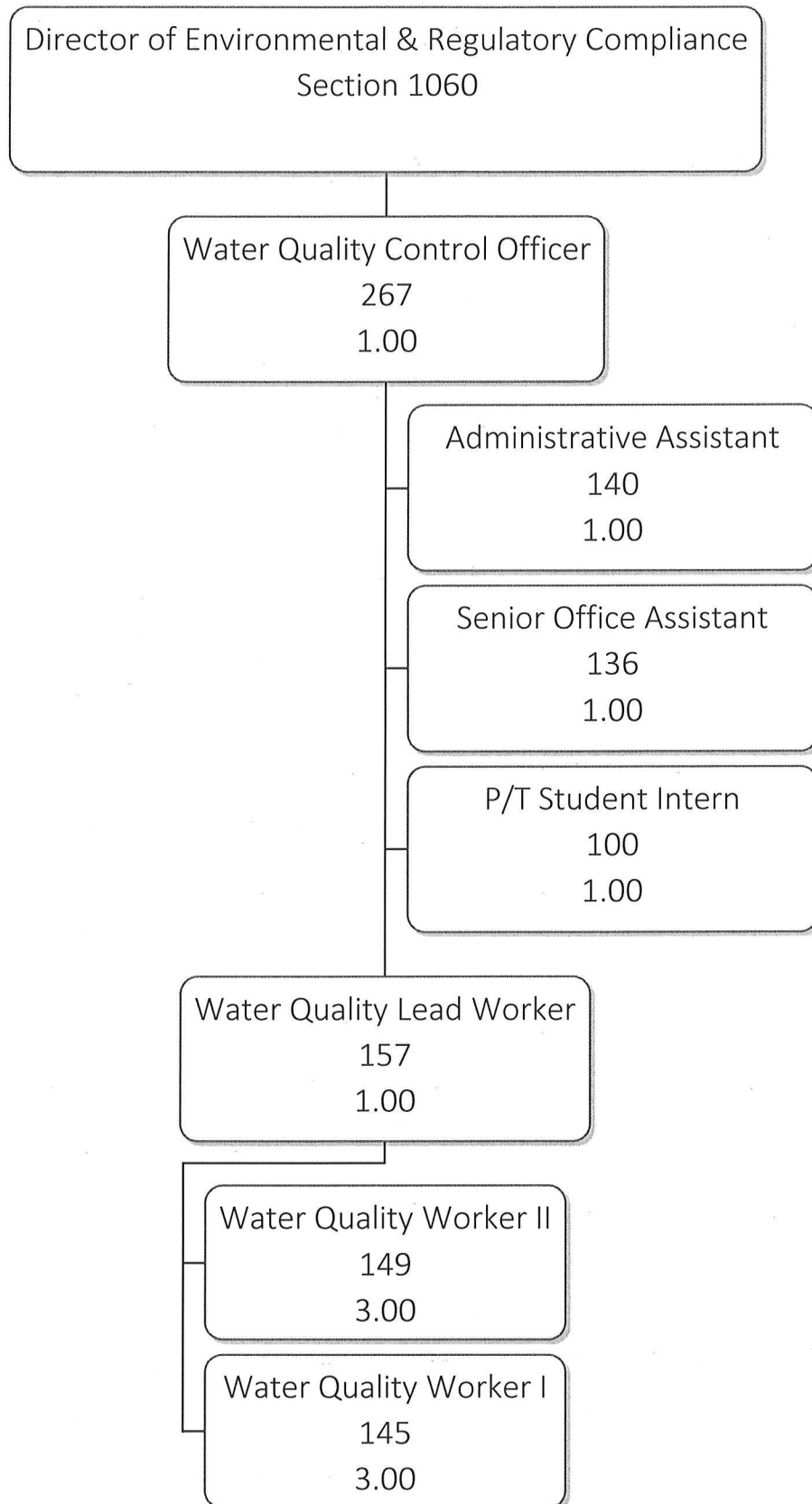
Accomplishments

- Successfully requested approval from DTSC and USEPA to modify the frequency of water level monitoring to remove daily water level measuring requirements from the SOW for Newmark Plume Front monitoring wells MW 10A/B, MW 11 A/B/C, MW 12 A/B, MW 14 A/B, and MW15 A/B and Muscoy Plume monitoring wells MW 128 A/B/C, MW 129 A/B/C, MW130 A/B/C, MW135 A/B/C, MW 136 A/B/C, MW 138 A/B/C, MW 139 A/B/C and MW 141 A. Transducers and associated equipment for daily water level measurements are aged and not reliable, requiring high operation and maintenance cost and effort..
- Water Quality staff successfully worked with many of the City's commercial and industrial businesses to complete annual backflow device testing and certification safely, despite the challenges brought by COVID-19 restrictions.

Objectives and Goals

- Continue to assist SBMWD Engineering staff with a Geothermal design and construct the main extension in Hillcrest Drive, for the proposed laundry service at 998 South Sierra Way.
- Continue to assist SBMWD Distribution staff with the implementation and water quality monitoring requirements for lead service lateral replacement(s).
- The Department backflow tracking and reporting system XC2 will become obsolete, and the vendor will no longer support it after 2024. Because of this, staff will begin the process to migrate the backflow tracking and reporting to a cloud-based program from Swift Comply.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
WATER QUALITY AND BACKFLOW CONTROL - SECTION 3063



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER QUALITY AND BACKFLOW CONTROL - SECTION 3063
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3063-530-5110	SALARIES - FULL TIME	\$ 769,049	\$ 840,216	\$ 779,630	\$ 875,712
100-3063-530-5120	SALARIES - OVERTIME	3,453	6,000	6,149	6,000
100-3063-530-5125	ON CALL / STANDBY	1,752	2,000	1,476	2,000
	Fringe Benefits				
100-3063-530-5205	PERS - EMPLOYER PAID	72,646	55,348	61,647	48,940
100-3063-530-5208	PERS - EMPLOYER PAID-UAL	141,302	165,040	218,054	191,422
100-3063-530-5215	DEFERRED COMP - EMPLOYER PAID	5,135	3,575	5,174	7,150
100-3063-530-5220	MEDICARE TAXES	11,188	12,166	11,448	12,698
100-3063-530-5230	GROUP MEDICAL INSURANCE	137,065	141,398	120,192	144,412
100-3063-530-5245	LIFE AND AD&D INSURANCE	445	447	390	446
	SUBTOTAL PERSONNEL	<u>1,142,034</u>	<u>1,226,190</u>	<u>1,204,160</u>	<u>1,288,780</u>
	MAINTENANCE AND OPERATIONS				
100-3063-530-5320	TRAINING EXPENSE	145	3,000	2,234	3,000
100-3063-530-5330	EMPLOYEE REIMBURSEMENTS	310	800	380	800
100-3063-530-5340	UNIFORM RENTAL AND CLEANING	2,488	2,100	1,492	2,100
100-3063-530-5350	SAFETY CLOTHING AND SUPPLIES	6,245	8,000	748	8,000
100-3063-530-5370	MISCELLANEOUS EXPENSE	-	1,000	-	1,000
100-3063-530-5380	MEMBERSHIP AND DUES	1,000	1,000	1,333	1,000
100-3063-530-5405	GENERAL OFFICE SUPPLIES	6,130	15,000	3,889	10,000
100-3063-530-5435	OFFICE EQUIPMENT MAINTENANCE	3,815	5,600	5,368	6,000
100-3063-530-5450	POSTAGE EXPRESS DELIVERY	743	1,200	308	1,200
100-3063-530-5455	TELEPHONE	3,875	5,000	4,279	5,000
100-3063-530-5470	COMPUTER EQUIPMENT	19,392	-	-	-
100-3063-530-5475	OFFICE-RELATED EXPENSES / SOFTWARE	-	-	-	15,000
100-3063-530-6140	MAINTENANCE SERVICES	-	1,000	-	1,000
100-3063-530-6180	LABORATORY TESTING	475,895	500,000	349,241	500,000
100-3063-530-6210	PERMITS AND FEES	2,811	3,500	5,261	4,000
100-3063-530-6410	MATERIALS AND SUPPLIES	12,916	15,000	12,941	15,000
100-3063-530-6510	SMALL TOOLS AND EQUIPMENT	4,094	10,000	4,343	10,000
100-3063-530-6540	EQUIPMENT REPAIRS AND MAINTENANCE	5,023	10,000	1,014	10,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>544,882</u>	<u>582,200</u>	<u>392,831</u>	<u>593,100</u>
	OPERATING BUDGET - WATER	<u>1,686,916</u>	<u>1,808,390</u>	<u>1,596,991</u>	<u>1,881,880</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
100-3063-580-8020	AUTOS & TRUCKS	-	-	-	122,000
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>122,000</u>
	TOTAL BUDGET	<u>\$ 1,686,916</u>	<u>\$ 1,808,390</u>	<u>\$ 1,596,991</u>	<u>\$ 2,003,880</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Environmental and Regulatory Compliance	Water Quality and Backflow Control	3063		
DESCRIPTION:					
This section is responsible for: testing the quality of the water served to the residents and commercial establishments within the City of San Bernardino; the Department's Backflow program, which includes the installation, inspection and compliance monitoring of backflow devices on commercial establishments and residential properties containing (4) four or more units; also, responsible for the maintenance and operation of the Geothermal System. The Department delivers excellent water, well within the Federal and State drinking water standards.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Water Quality Control Officer	1	1	1
		Water Quality Lead Worker	1	1	1
		Water Quality Worker II	3	3	3
		Water Quality Worker I	3	3	3
		Administrative Assistant	1	1	1
		Senior Office Assistant	1	1	1
			10	10	10
5115	Salaries - Part Time	Student Intern	0	1	1
			0	1	1
MAINTENANCE AND OPERATIONS					
5320	Training Expense	Technical training for Water Quality Staff			
5340	Uniform Rental/Cleaning	Uniform Rental and Cleaning, including replacement of damaged uniform pieces			
5350	Safety Clothing and Supplies	Employee clothing, shoes, helmets, latex sampling gloves, and protection per regulations			
5370	Miscellaneous Expense	Miscellaneous expenses			
5380	Membership and Dues	USC Foundation of Cross Connection Control Membership			
5405	General Office Supplies	General office supplies			
5420	Printed Materials and Printing	Consumer Confidence Report (Design, Layout, and Printing), PHG Report			
5435	Office Equipment Maintenance	Cannon Copier Maintenance and Repair			
5455	Telephone	(8) iPhones , (1) Mifi			
5475	Software	Migration from XC2 backflow to Swift Comply Backflow, one time fee plus annual subscription			
6140	Maintenance Services	Geothermal Maintenance - Air conditioning unit servicing.			
6180	Laboratory Testing	Laboratory analysis of samples required per various agencies such as SWRCB and USEPA to comply with Regulations; Lead service lateral replacements, SBCUSD State Required Lead monitoring, Perchlorate Treatment Required monitoring			
6210	Permits and Fees	State Water Resources Control Board - Geothermal Waste Discharge Permit (\$2,600) and Geothermal Resources Well Indemnity Bonds (approx. 8 bonds = \$800.)			
6410	Materials and Supplies	Operating supplies such as chlorine kits, DPD Dispensers, and other expendables			
6510	Small Tools and Equipment	Small tools & equipment, including equipment for water level monitoring. (New Sounders)			
6540	Equipment Repairs and Maintenance	Maintenance of water quality, geothermal and backflow testing, and monitoring equipment			
CAPITAL OUTLAY					
8020	Autos & Trucks	(1) Ford Maverick/Ranger pick-up truck to replace vehicle #62 (\$42,000); (1ea.) Ford Transit Van for Water Quality 3063 Rollover from FY 21-22 \$40,000 PO#43254 to replace unit #56; (1) AWD Ford Transit to replace unit #61 (\$40,000).			



Section 4050

The Environmental Control Section is responsible to implement an approved pretreatment program to prevent the non-compliant discharge of wastewater to the Water Reclamation Plant (WRP) which will interfere with the operation of the WRP, including interference with its use or disposal of biosolids; or passing through the WRP, inadequately treated, to the receiving waters. These objectives are realized by requiring industrial users to install and maintain pretreatment equipment to prevent the discharge of non-compliant wastewater into the collection system. Routine inspection and sample collection events are conducted to verify that permitted industrial users remain in compliance with pretreatment regulations.

Section 4050

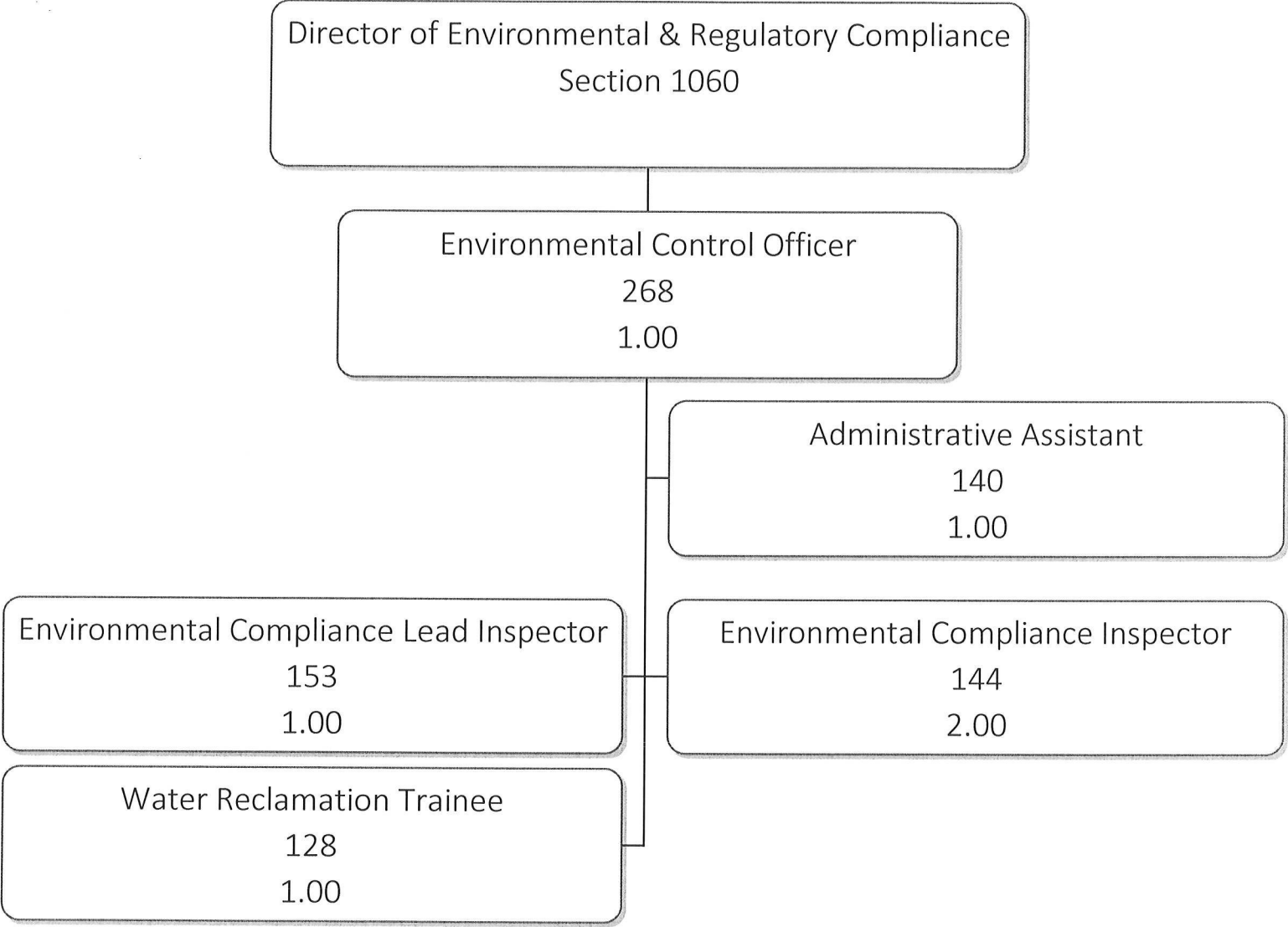
Accomplishments

- Maintained over 570 permits issued to industrial users, brine waste generators, and septic waste haulers.
- Finalized a Dental Amalgam Regulatory Program with one hundred and fifteen (115) dental industrial users which submitted required documentation in compliance with regulations.
- Operated the brine collection station which received over 14 million gallons of brine wastewater and generated \$490,000 of revenue for the SBMWD during FY 2021-2022.

Objectives and Goals

- Maintain compliance with all Federal and State pretreatment requirements.
- Protect the operation of the SBMWD Water Reclamation Plant by permitting, inspecting, and monitoring all Industrial Users who discharge wastewater to the WRP.
- Achieve compliance with the WRP Level 2 ERA Stormwater Plan by conducting additional monitoring for each stormwater event to meet required standards.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
ENVIRONMENTAL CONTROL - SECTION 4050



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
ENVIRONMENTAL CONTROL - SECTION 4050
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (100%)				
	Salaries				
200-4050-540-5110	SALARIES - FULL TIME	\$ 453,548	\$ 475,511	\$ 471,648	\$ 505,391
200-4050-540-5120	SALARIES - OVERTIME	510	500	70	500
	Fringe Benefits				
200-4050-540-5205	PERS - EMPLOYER PAID	39,291	31,907	31,515	28,757
200-4050-540-5208	PERS - EMPLOYER PAID-UAL	90,857	95,142	125,703	112,477
200-4050-540-5215	DEFERRED COMP-EMPLOYER PAID	1,959	2,275	1,815	4,550
200-4050-540-5220	MEDICARE TAXES	6,442	6,895	6,534	7,328
200-4050-540-5230	GROUP MEDICAL INSURANCE	91,317	103,085	71,504	105,359
200-4050-540-5245	LIFE AND AD&D INSURANCE	259	273	251	273
	SUBTOTAL PERSONNEL	<u>684,183</u>	<u>715,588</u>	<u>709,040</u>	<u>764,635</u>
	MAINTENANCE AND OPERATIONS				
200-4050-540-5320	TRAINING EXPENSE	-	2,000	1,733	2,000
200-4050-540-5330	EMPLOYEE REIMBURSEMENTS	353	750	256	750
200-4050-540-5340	UNIFORM RENTAL AND CLEANING	1,203	1,000	1,338	1,000
200-4050-540-5350	SAFETY CLOTHING AND SUPPLIES	3,139	2,000	2,347	2,000
200-4050-540-5370	MISCELLANEOUS EXPENSE	-	-	132	-
200-4050-540-5380	MEMBERSHIP & DUES	763	1,000	1,290	1,250
200-4050-540-5405	GENERAL OFFICE SUPPLIES	2,520	3,000	3,478	3,000
200-4050-540-5420	PRINTED MATERIALS AND PRINTING	1,183	5,000	2,583	5,000
200-4050-540-5425	BOOKS & PUBLICATIONS	181	200	-	200
200-4050-540-5455	TELEPHONE	2,125	2,500	3,122	2,500
200-4050-540-5470	COMPUTER EQUIPMENT	-	2,000	-	2,000
200-4050-540-6180	LABORATORY TESTING	34,552	30,000	31,450	30,000
200-4050-540-6290	HAZARDOUS WASTE DISPOSAL	303	250	-	-
200-4050-540-6410	MATERIALS AND SUPPLIES	10,217	10,000	3,922	10,000
200-4050-540-6510	SMALL TOOLS AND EQUIPMENT	3,969	5,000	6,026	5,000
200-4050-540-6540	EQUIPMENT REPAIR AND MAINTENANCE	-	1,000	-	1,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>60,507</u>	<u>65,700</u>	<u>57,677</u>	<u>65,700</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>744,690</u>	<u>781,288</u>	<u>766,717</u>	<u>830,335</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 744,690</u>	<u>\$ 781,288</u>	<u>\$ 766,717</u>	<u>\$ 830,335</u>

FUND	DIVISION	SECTION	NUMBER		
Sewer Treatment	Environmental and Regulatory Compliance	Environmental Control	4050		
DESCRIPTION:					
This section is responsible for the maintenance and enforcement of the federally-mandated pretreatment program (CFR Part 40). The program regulates industrial discharge that can cause either hazardous conditions or a deleterious effect on the normal operation of a wastewater treatment facility. The EC section also operates the IEBL station for the discharge of high strength TDS wastewater, which is not permitted to be discharged to the SBMWD Water Reclamation Plant. The IEBL Brine station is operated under an agreement with the San Bernardino Valley Municipal Water Waste District (MUNI) and regulations which govern the discharge of brine wastewater to the Brine station are included in MUNI ordinance 73-SARI. Industrial users and haulers must possess required permits before the wastewater is accepted at the Brine station.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Environmental Control Officer	1	1	1
		Environmental Compliance Lead Inspector	1	1	1
		Environmental Compliance Inspector	2	2	2
		Administrative Assistant	1	1	1
		Water Reclamation Trainee	1	1	1
			6	6	6
MAINTENANCE AND OPERATIONS					
5320	Training Expense	Training seminars and workshops (CWEA; MS Access Training)			
5340	Uniform Rental and Cleaning	Uniform rental and cleaning			
5380	Membership & Dues	CWEA certification renewals (1 Grade 4, 1 Grade 2, 3 Grade 1)			
5370	Miscellaneous Expense	Miscellaneous expenses			
5405	General Office Supplies	General office supplies			
5420	Printed Materials and Printing	Preprinted forms, IEBL program manifests, pollution prevention materials, etc.			
5455	Telephone	(5) Smartphones			
6140	Maintenance Services	Outside vendor services			
6180	Laboratory Testing	Laboratory sampling			
6290	Hazardous Waste Disposal	Silver waste disposal			
6410	Materials and Supplies	Maintain tools and equipment			
6510	Small Tools and Equipment	Minor tools and equipment			
6540	Equipment Repairs and Maintenance	Minor equipment repairs and maintenance			
CAPITAL OUTLAY					
None in this Budget					

Water Utility

FISCAL YEAR 2022-2023



Water Utility Fund Administration

Section 3010

Oversight of Water Utility operations, including Distribution and Operations Sections. Section 3010 also oversees the Engineering Section, which provides Department-wide planning, engineering, and construction support. Section 3010 represents the Department in regional efforts and coordination, including committees, such as BTAC, the Groundwater Council, and other regional initiatives and projects.



Section 3010

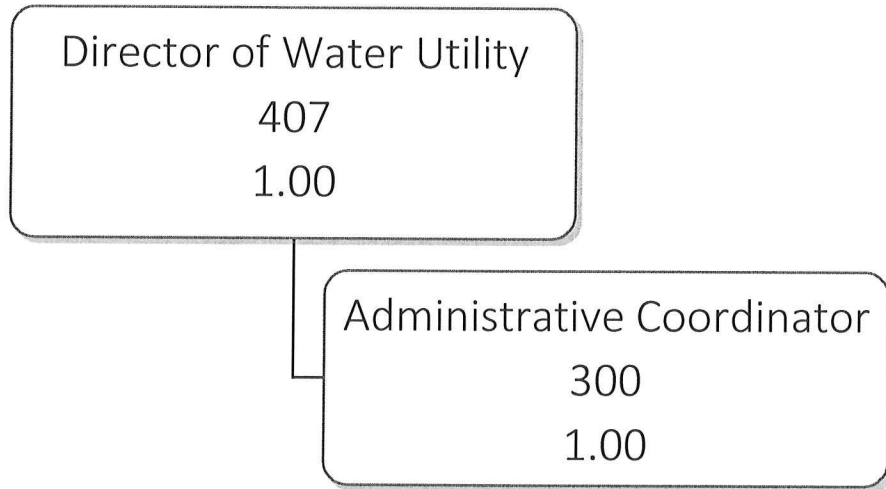
Accomplishments

- Led team to kick-off and start the 2021 update to the Water Facilities Master Plan.
- Successfully completed the 2021 Sanitary Survey and Inspection of the Water System.
- Established quarterly coordination meetings with EPA, DTSC, and SWRCB for the overall management of the compliance with the Consent Decree.
- Led team that maintained compliance with the reporting and testing requirements for the Lead Service Lateral Replacement Program.

Objectives and Goals

- Continue to partner with San Bernardino Valley District to expand recharge capabilities with Devil Canyon utilizing Department/City Owned property adjacent to the Sweetwater Turnout.
- Lead team that will start construction on the first phase of the Water Facilities Relocation project.
- Update the Geothermal Rules and Regulations and billing structure last updated in 1984 after the current rate study is completed.
- Monitor and implement upcoming conservation regulations, including indoor/outdoor water budgeting, water loss standards, and Commercial, Institutional, and Industrial (CII) standards.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
WATER UTILITY ADMINISTRATION - SECTION 3010



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER UTILITY ADMINISTRATION - SECTION 3010
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3010-560-5110	SALARIES - FULL TIME	\$ 275,121	\$ 267,062	\$ 264,074	\$ 284,113
	Fringe Benefits				
100-3010-560-5205	PERS - EMPLOYER PAID	22,773	17,920	16,796	16,166
100-3010-560-5208	PERS - EMPLOYER PAID-UAL	50,035	53,435	70,599	63,231
100-3010-560-5215	DEFERRED COMP - EMPLOYER PAID	2,478	1,300	2,428	2,600
100-3010-560-5220	MEDICARE TAXES	3,972	3,872	3,846	4,120
100-3010-560-5230	GROUP MEDICAL INSURANCE	40,128	40,735	35,974	41,633
100-3010-560-5245	LIFE AND AD&D INSURANCE	141	131	125	132
	SUBTOTAL PERSONNEL	<u>394,648</u>	<u>384,455</u>	<u>393,842</u>	<u>411,994</u>
	MAINTENANCE AND OPERATIONS				
100-3010-560-5310	TRAVEL AND CONVENTION	99	1,000	-	1,000
100-3010-560-5320	TRAINING EXPENSES	470	500	418	500
100-3010-560-5330	EMPLOYEE REIMBURSEMENTS	60	200	333	200
100-3010-560-5350	SAFETY CLOTHING/SUPPLIES	21	-	173	-
100-3010-560-5370	MISCELLANEOUS EXPENSE	1,853	1,000	143	1,000
100-3010-560-5380	MEMBERSHIP AND DUES	87	150	192	2,200
100-3010-560-5405	GENERAL OFFICE SUPPLIES	2,087	4,500	2,194	4,000
100-3010-560-5435	OFFICE EQUIPMENT MAINTENANCE	1,337	4,000	1,496	1,500
100-3010-560-5455	TELEPHONE	2,324	3,000	2,409	2,000
100-3010-560-5520	LEGAL SERVICES	122,765	-	110	-
100-3010-560-5525	OTHER PROFESSIONAL SERVICES	174,177	290,000	162,261	290,000
100-3010-560-5545	ADVERTISING SERVICES	1,182	1,000	-	500
100-3010-560-5565	PERSONNEL RECRUITMENT	4,275	5,000	8,173	5,000
100-3010-560-6210	PERMITS AND FEES	16,502	20,000	11,604	20,000
100-3010-560-7180	THIRD PARTY AGREEMENTS	750,000	-	-	-
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>1,077,238</u>	<u>330,350</u>	<u>189,506</u>	<u>327,900</u>
	OPERATING BUDGET - WATER	<u>1,471,887</u>	<u>714,805</u>	<u>583,348</u>	<u>739,894</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 1,471,887</u>	<u>\$ 714,805</u>	<u>\$ 583,348</u>	<u>\$ 739,894</u>

FUND	DIVISION	SECTION	NUMBER
Water	Water Utility	Administration	3010
DESCRIPTION:			
This section coordinates operations of the Water Utility Division. Support of this section also comes from consultants.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		Director Water Utility	1 1 1
		Administrative Coordinator	1 1 1
			2 2 2
MAINTENANCE AND OPERATIONS			
5310	Travel and Convention	Miscellaneous Conferences	
5320	Training Expenses	Miscellaneous Training, Seminars	
5330	Employee Reimbursements	Certification Renewals	
5370	Miscellaneous Expense	Miscellaneous Expenses	
5380	Membership & Dues	ENR 1-year Subscription, Grammarly Business Plan for WU Staff	
5405	General Office Supplies	Miscellaneous office supplies necessary for day-to-day office support	
5435	Office Equipment Maintenance	Maintenance contract for Canon Copier with color copies	
5455	Telephone	(1) Verizon iPhone 13, (1) Satellite Phone, (1) Verizon iPhone 12, and (1) Jetpack	
5520	Legal Services	External legal services, as required	
5525	Other Professional Services	Stantec Consent Decree services funded by AIG and other professional services, including grant writing services, appraisals, surveys, misc. services for real property needs, and other misc. engineering services	
5545	Advertising Services	Miscellaneous Advertising	
5565	Personnel Recruitment	Recruiting and advertising costs for the WU Division	
6210	Permits and Fees	DTSC Consent Decree Oversight Fees	
CAPITAL OUTLAY			
	None in this budget		

Distribution Administration



Section 3020

The Water Utility Distribution Section oversees and is responsible for operating the distribution infrastructure, installing, maintaining, and repairing the following:

- 715 miles of underground piping
- 15,000 valves ranging in size from 4" to 78" in diameters
- 43,540 services ranging in size from 5/8 x 3/4" to 12"
- 4,200 fire hydrants, automatic blow-offs
- Air releases/vacuum breakers

The team ensures proper Federal, State, and Department safety procedures adhere to all California State Water Resources Control Board. Take care of the day-to-day operations which include but are not limited to, managing payroll, issuing, completing work orders, inputting requisitions, tracking purchase orders, interacting with an array of customers, and schedule required training.

Section 3020

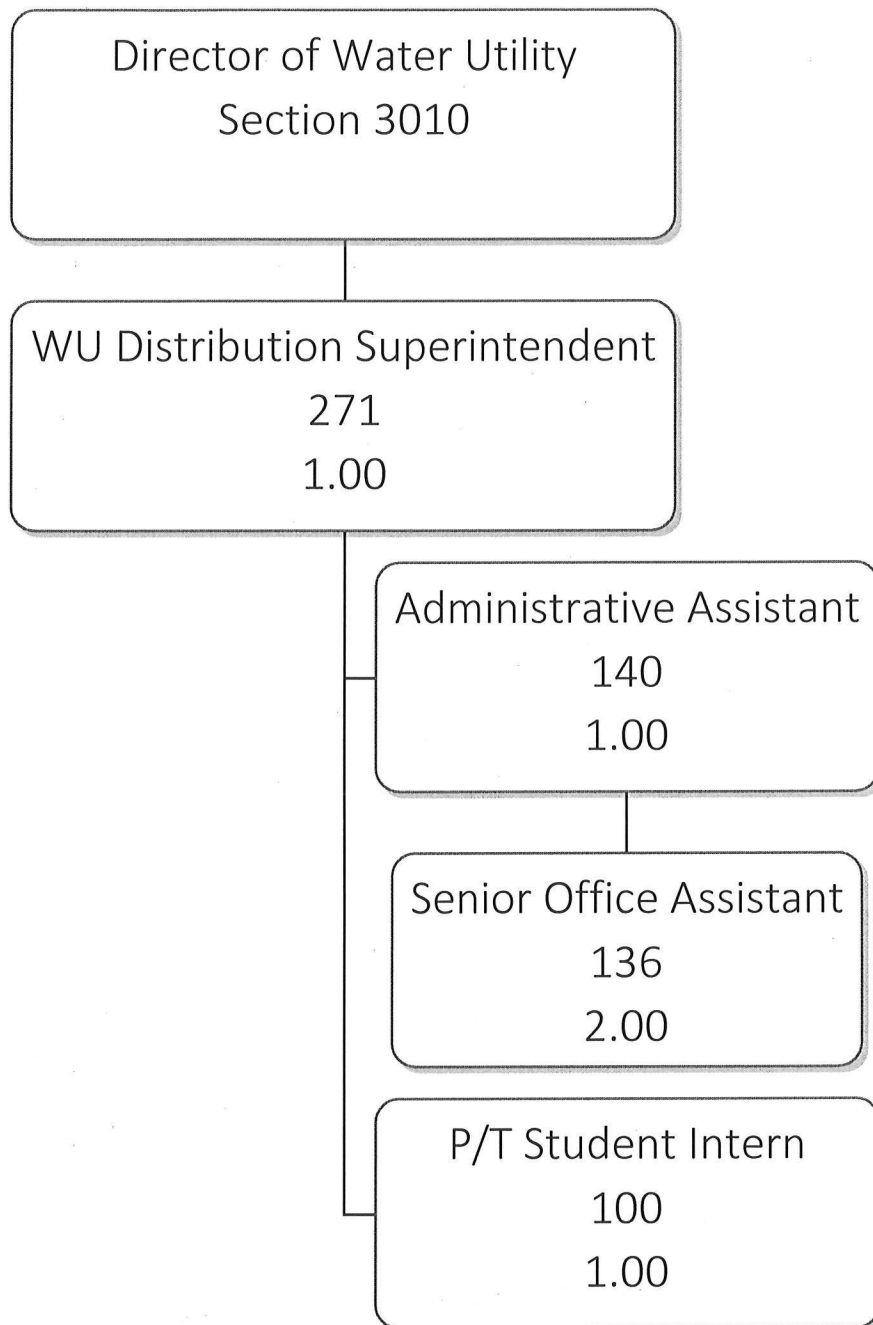
Accomplishments

- Implemented a paperless process for issuing and returning hydrant construction meters.
- Implemented a paperless process to document and report the lead service lateral verification/replacement program.
- Completed and processed the paperwork for 301 CRMs.

Objectives and Goals

- Change the work order process to include reporting on the private side pipe material in an effort to remain in compliance with the Lead Service Replacement Program.
- Develop a process that allows for more efficient recordkeeping and tracking of work orders in Field Mapplet.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
DISTRIBUTION ADMINISTRATION - SECTION 3020



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
DISTRIBUTION ADMINISTRATION - SECTION 3020
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3020-560-5110	SALARIES - FULL TIME	\$ 324,545	\$ 328,990	\$ 236,465	\$ 311,187
100-3020-560-5115	SALARIES - PART TIME	11,663	14,004	9,160	15,000
	Fringe Benefits				
100-3020-560-5205	PERS - EMPLOYER PAID	31,402	22,075	21,659	17,707
100-3020-560-5208	PERS - EMPLOYER PAID-UAL	64,181	65,826	86,970	69,256
100-3020-560-5215	DEFERRED COMP - EMPLOYER PAID	1,979	1,625	775	3,250
100-3020-560-5220	MEDICARE TAXES	4,738	4,973	3,621	4,730
100-3020-560-5230	GROUP MEDICAL INSURANCE	30,835	48,031	33,551	37,003
100-3020-560-5245	LIFE AND AD&D INSURANCE	173	186	146	187
	SUBTOTAL PERSONNEL	<u>469,516</u>	<u>485,710</u>	<u>392,347</u>	<u>458,319</u>
	MAINTENANCE AND OPERATIONS				
100-3020-560-5320	TRAINING EXPENSE	-	600	-	600
100-3020-560-5330	EMPLOYEE REIMBURSEMENTS	-	400	445	400
100-3020-560-5340	UNIFORM RENTAL AND CLEANING	351	400	66	400
100-3020-560-5350	SAFETY CLOTHING AND SUPPLIES	200	300	67	200
100-3020-560-5370	MISCELLANEOUS EXPENSE	1,857	2,000	134	2,000
100-3020-560-5405	GENERAL OFFICE SUPPLIES	5,249	5,400	10,489	5,400
100-3020-560-5420	PRINTED MATERIALS AND PRINTING	998	1,000	-	1,000
100-3020-560-5435	OFFICE EQUIPMENT MAINTENANCE	914	1,000	775	1,000
100-3020-560-5455	TELEPHONE	4,832	7,500	4,198	7,500
100-3020-560-5465	MINOR OFFICE EQUIPMENT	123	1,000	664	1,000
100-3020-560-6510	SMALL TOOLS AND EQUIPMENT	189	700	-	700
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>14,714</u>	<u>20,300</u>	<u>16,838</u>	<u>20,200</u>
	OPERATING BUDGET - WATER	<u>484,230</u>	<u>506,010</u>	<u>409,185</u>	<u>478,519</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 484,230</u>	<u>\$ 506,010</u>	<u>\$ 409,185</u>	<u>\$ 478,519</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Water Utility	Distribution Administration	3020		
DESCRIPTION:					
This section coordinates the activities for the water distribution system, including work orders, construction order planning, and record keeping.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		WU Distribution Superintendent	1	1	1
		Senior Office Assistant	2	2	2
		Administrative Assistant	1	1	1
			4	4	4
MAINTENANCE AND OPERATIONS					
5320	Training Expenses	Training seminars for the WU Distribution Administration Staff.			
5330	Employee Reimbursements	Employee reimbursements for the renewal of driver licenses, safety boots, safety glasses, and certifications.			
5340	Uniform Rental/Cleaning	Uniform rental/cleaning for the WU Distribution Superintendent.			
5350	Safety Clothing/Supplies	Employee safety clothing, shoes, helmets, and shade protection per CAL-OSHA regulations.			
5370	Miscellaneous Expenses	Unexpected replacement of equipment or tools that may arise during the fiscal year.			
5405	General Office Supplies	Office supplies for Sections 3020, 3021, 3023, and 3024 (this includes supplies for project map printing on Water Operations plotter).			
5420	Printed Materials	Updated Water Atlas sheets twice a year for 28 Water Atlas Books.			
5435	Office Equipment Maintenance	Copier (black & white and color copies), printers, and plotter maintenance.			
5455	Telephone	3 - Verizon iPhone (1 - WU Distribution Superintendent, 1 - Emergency Truck, 1 - WU Distribution Administration Office); 1 - Broadcard Card for Emergency Truck Laptop. Monthly charge for broadband card is \$38.00. (\$38.00 x 12 months = \$456). 1 - Broadband Card for WU Distribution Superintendent. Monthly charge for broadband card is \$38.00. (\$38.00 x 12 months = \$456) 1 - Broadband Card for Administrative Assistant Laptop. Monthly charge for broadband card is \$40.00. (\$40.00 x 12 months = \$480)			
5465	Minor Office Equipment	Replacement of minor office equipment for WU Distribution Administration Staff as needed.			
6510	Small Tools and Equipment	New and replacement tools for the WU Distribution Superintendent and the Emergency Truck as needed.			
CAPITAL OUTLAY					
None in this budget					

Distribution Services and Repair

Section 3021

Water Utility Section 3021 Service and Repair is responsible for the installation, maintenance, repair of the water infrastructure that includes but is not limited to transmission, distribution, branch mains ranging from 4" to 72"; service laterals ranging from 1" to 12", automatic blow-offs, air-vacuums, air release and air-vacuum/release combinations; the installation and/or abandonment of domestic, landscape, and fire services ranging in sizes from 1" to 12", fire hydrants, and system tie-ins for new development via construction orders. Develop and install comprehensive traffic control plans to ensure pedestrians, bicyclists, and motorists can navigate safely and efficiently while keeping the onsite team safe.



Section 3021

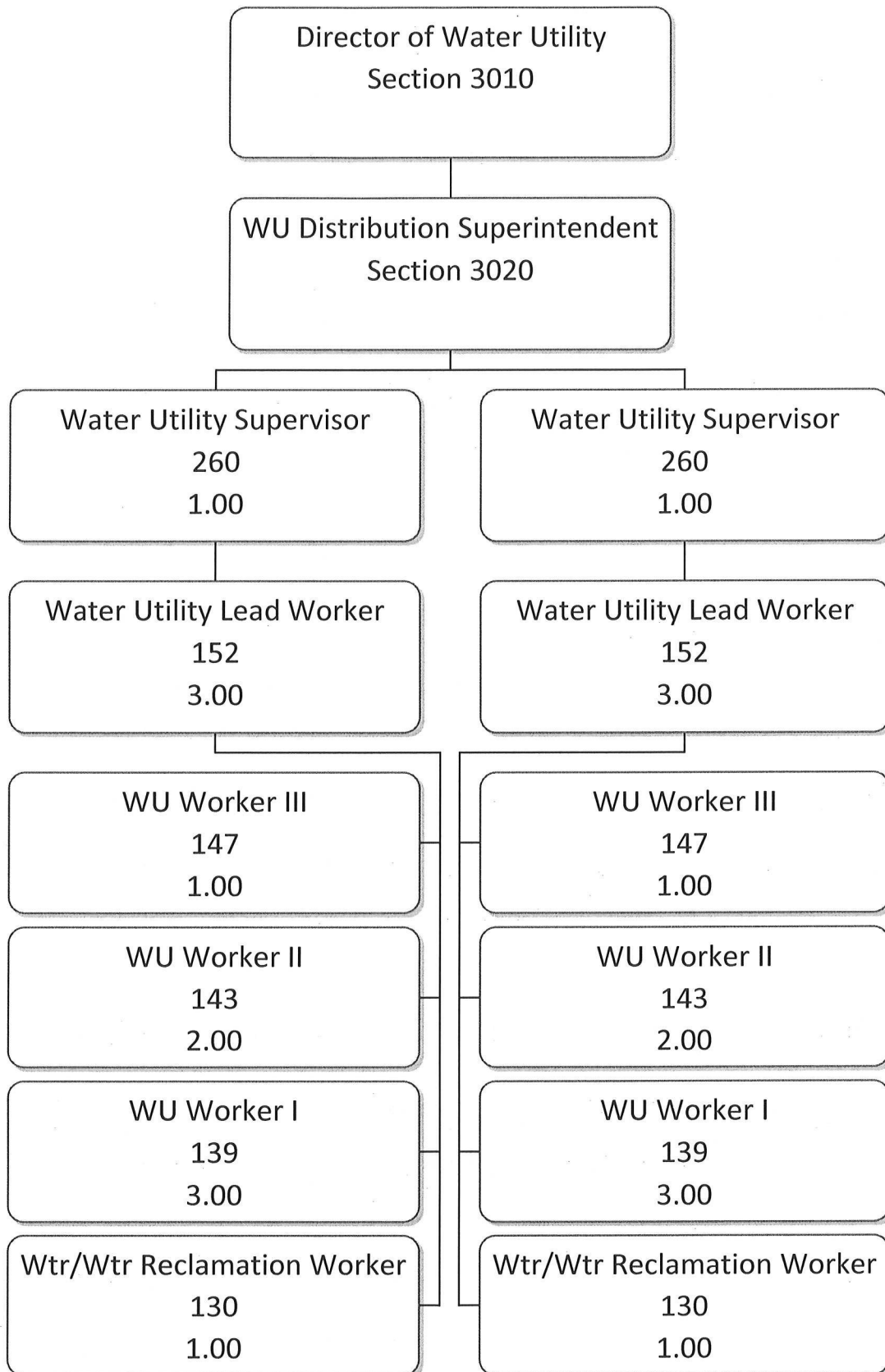
Accomplishments

- Repaired 328 service lateral leaks and 114 water main leaks as of 3/15/22. Responded to (2) water main ruptures (Harriman Pl. and E. Hospitality Ln., IVDA).
- Installed 68 new fire hydrants, fire service, and domestic water services ranging from 1-inch to 12-inch, as of 3/15/22, for new development within the system.
- Replaced 90' of 8" steel main that was installed in 1965 with 90' of 8" Ductile Iron Pipe from Highland Ave. to Cabrera Ave, on time and within budget.

Objectives and Goals

- Complete two (2) pipeline replacement projects on schedule and within budget.
- Train staff on using all Field Mapplet mobile functions, including leak tracking, redlines, and receiving/completing work orders. This will allow staff to complete work orders out in the field to increase productivity and achieve the Department's goal of going paperless.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
DISTRIBUTION SERVICE AND REPAIR - SECTION 3021



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
DISTRIBUTION SERVICE AND REPAIR - SECTION 3021
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
PERSONNEL (100%)					
Salaries					
100-3021-530-5110	SALARIES - FULL TIME	\$ 920,814	\$ 1,541,310	\$ 1,146,112	\$ 1,582,362
100-3021-530-5120	SALARIES - OVERTIME	87,613	90,000	111,915	95,000
100-3021-530-5125	ON CALL / STANDBY	48,133	40,000	52,466	50,000
Fringe Benefits					
100-3021-530-5205	PERS - EMPLOYER PAID	91,051	103,422	94,456	90,036
100-3021-530-5208	PERS - EMPLOYER PAID-UAL	281,238	308,391	407,453	352,162
100-3021-530-5215	DEFERRED COMP - EMPLOYER PAID	3,949	7,800	4,523	15,600
100-3021-530-5220	MEDICARE TAXES	15,273	22,349	19,086	22,944
100-3021-530-5230	GROUP MEDICAL INSURANCE	180,692	364,020	226,827	357,982
100-3021-530-5245	LIFE AND AD&D INSURANCE	598	977	709	978
100-3021-530-5250	UNEMPLOYMENT BENEFITS	(5,282)	-	-	-
	SUBTOTAL PERSONNEL	<u>1,624,078</u>	<u>2,478,269</u>	<u>2,063,547</u>	<u>2,567,065</u>
MAINTENANCE AND OPERATIONS					
100-3021-530-5320	TRAINING EXPENSE	260	5,320	6,835	5,320
100-3021-530-5330	EMPLOYEE REIMBURSEMENTS	977	3,300	346	5,180
100-3021-530-5340	UNIFORM RENTAL AND CLEANING	7,318	5,500	7,204	6,520
100-3021-530-5350	SAFETY CLOTHING AND SUPPLIES	7,881	8,800	8,348	9,560
100-3021-530-5370	MISCELLANEOUS EXPENSE	-	1,500	26	1,500
100-3021-530-5455	TELEPHONE	7,106	8,000	7,158	7,000
100-3021-530-5470	COMPUTER EQUIPMENT	-	1,500	-	-
100-3021-530-5480	OFFICE FURNITURE	452	500	785	500
100-3021-530-5650	NON-INSURABLE ACCIDENTS	380	-	3,895	-
100-3021-530-6105	TRUCK HAULING	5,684	4,800	4,489	31,100
100-3021-530-6135	STREET REPAIRS & PAVING	226,588	206,000	100,578	206,000
100-3021-530-6140	MAINTENANCE SERVICES	39,066	15,000	42,072	32,000
100-3021-530-6210	PERMITS AND FEES	-	59,000	348	59,000
100-3021-530-6270	DUMP FEES	23,479	86,400	50,935	45,000
100-3021-530-6290	HAZARDOUS WASTE DISPOSAL	-	3,000	-	3,000
100-3021-530-6410	MATERIALS AND SUPPLIES	228,358	305,000	280,019	332,000
100-3021-530-6510	SMALL TOOLS AND EQUIPMENT	35,906	20,000	21,735	26,000
100-3021-530-6520	EQUIPMENT RENTAL	-	-	-	4,600
100-3021-530-6530	FUEL & LUBRICANTS	-	12,000	-	-
100-3021-530-6540	EQUIPMENT REPAIRS AND MAINTENANCE	1,239	7,000	1,202	7,600
100-3021-530-6570	TRAFFIC CONTROL COMPLIANCE	60	7,000	5,858	7,600
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>584,752</u>	<u>759,620</u>	<u>541,833</u>	<u>789,480</u>
	OPERATING BUDGET - WATER	<u>2,208,830</u>	<u>3,237,889</u>	<u>2,605,380</u>	<u>3,356,545</u>
<u>CAPITAL OUTLAY</u>					
CAPITAL OUTLAY ITEMS					
100-3021-580-8020	AUTOS & TRUCKS	-	-	-	294,000
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>294,000</u>
	TOTAL BUDGET	<u>\$ 2,208,830</u>	<u>\$ 3,237,889</u>	<u>\$ 2,605,380</u>	<u>\$ 3,650,545</u>

FUND	DIVISION	SECTION	NUMBER																																
Water	Water Utility	Distribution Service and Repair	3021																																
DESCRIPTION:																																			
This section is responsible for the repair and installation of water services. This includes the installation of meters, meter boxes, and service lines from water mains to meter boxes. Additional staff added from the construction crews.																																			
PERSONNEL																																			
5110	Salaries - Full Time	<table><thead><tr><th>POSITION</th><th>2020-21</th><th>2021-22</th><th>2022-23</th></tr></thead><tbody><tr><td>WU Supervisor</td><td>2</td><td>2</td><td>2</td></tr><tr><td>WU Lead Worker</td><td>6</td><td>6</td><td>6</td></tr><tr><td>WU Worker III</td><td>2</td><td>2</td><td>2</td></tr><tr><td>WU Worker II</td><td>4</td><td>4</td><td>4</td></tr><tr><td>WU Worker I</td><td>6</td><td>6</td><td>6</td></tr><tr><td>Water/Water Reclamation Worker</td><td>2</td><td>2</td><td>2</td></tr><tr><td></td><td>22</td><td>22</td><td>22</td></tr></tbody></table>	POSITION	2020-21	2021-22	2022-23	WU Supervisor	2	2	2	WU Lead Worker	6	6	6	WU Worker III	2	2	2	WU Worker II	4	4	4	WU Worker I	6	6	6	Water/Water Reclamation Worker	2	2	2		22	22	22	
POSITION	2020-21	2021-22	2022-23																																
WU Supervisor	2	2	2																																
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	22	22	22																																
MAINTENANCE AND OPERATIONS																																			
5320	Training Expenses	Staff training for required Commercial Driver's License training and contact hour courses for certification renewal.																																	
5330	Employee Reimbursements	Employee reimbursements for driver's license renewals, certification renewals, and safety shoe reimbursements. Safety shoe reimbursements 19 x \$200 = \$3,800; Certification renewals for 3 employees totaling \$630; Prescription safety glasses for 3 employees totaling \$750. (\$5,180)																																	
5340	Uniform Rental and Cleaning	Uniform rental and cleaning for 19 current employees at \$6.60 weekly rate. 19 x \$6.60 x 52 weeks = \$6,520																																	
5350	Safety Clothing and Supplies	Employee Safety clothing, shoes, helmets, and shade protection per CAL-OSHA regulations. (\$9,560) Increase due to inflation and CPI at 8.6%																																	
5370	Miscellaneous Expense	Miscellaneous Expenses																																	
5455	Telephone	Verizon iPhone 7 - 5 x \$24.99=\$124.95; iPhone XR - 3 x 49.99 = \$149.99; Broadband Card for Laptops - 7 x \$37.99 = \$265.93. Jetpack for WU Lead Worker Laptop - 1 x \$37.99 = \$37.99 Total Monthly Cost = \$578.86 Yearly Cost = \$6,946.32																																	
6105	Truck Hauling	Debris hauling performed by Bridgewater Equipment Bridgewater Equipment (SBMWD's hauling vendor) hauling fee per year \$31,104: \$135 hour x 8 hours/day = \$1,080 per day \$1,080 day x 3 days/month = (\$3,240 per month) (Yearly \$38,880) 20% of cost to be shared with Section 3023. (\$38,880 - \$7,766 (20%) = \$31,104)																																	
6135	Street Repairs & Paving	Asphalt paving and concrete street repairs.																																	
6140	Maintenance Services	Repair and installation of water services, pipelines, tree removal, and traffic loops. Budget increase to (\$32,000) due to increased costs of the services listed above. Average taken from the last 5 fiscal years (2018, 2019, 2020, 2021, 2022) was \$35,795.																																	
6210	Permits and Fees	Excavation, Encroachment, and Lane Closure permits.																																	
6270	Dump Fees	Cost of dumping excavation spoils and construction material remnants at Auga Mansa Recycler - \$44,928. (\$390 per load x 4 loads a day = \$1,560); (\$1,560/day x 3/month = \$4,680). (\$4,680 x 12 months = \$56,160). 20% to be shared with Section 3023. (\$56,160 - \$11,232 = \$44,928)																																	
6290	Hazard Waste Disposal	Disposal of Asbestos Cement Pipe.																																	
6410	Materials and Supplies	Operating materials (including pipe, connectors, copper tubing, and valves). (\$332,000). Increase due to inflation and CPI at 8.6%																																	
6510	Small Tools and Equipment	Replacement of various tools, pipe splitting tooling, and equipment used on a daily basis to maintain and operate the distribution system (\$13,000); Purchase of one (1) Reed Feed Drilling Machines with Tool Kits and Drills to replace one (1) antiquated Muller D-5 Drilling Machine that is unrepairable (1 x \$2,732 = \$2,732); Purchase of (1) Conventional gasoline generator for service truck, unit cannot be repaired due to age (1 x \$1,600 = \$1,600); Purchase two (2) Multi-equip. Mikasa MTX70HD Rammer to replace two (2) antiquated Rammers that are unrepairable. (2 x \$3,630 = \$7,260); Purchase four (4) Multi Quip submersible pumps to replace four (4) antiquated Multi Quip submersible pumps that are unrepairable (4 x \$370 = \$1,480).																																	
6520	Equipment Rentals	Equipment, tools, and portable toilet rentals. Portable toilet rental (\$300/month x 12 = \$3,600)																																	
6540	Equipment Repairs and Maintenance	Equipment repairs (i.e., pumps, jackhammers, multi-gas monitors, saws, etc.) (\$7,600). Increase due to inflation and CPI at 8.60%																																	
6570	Traffic Control Compliance	Traffic control compliance signage loss due to continued use, graffiti, theft, traffic collisions, etc. (\$7,600). Increase due to inflation and CPI at 8.60%																																	
CAPITAL OUTLAY																																			
8020	Autos & Trucks	Purchase of two (2) Ford F550 2 1/2 yard dump trucks to replace truck number 353 and 354 that were taken out of service August 2, 2017. Cost per unit \$97,000 each. (\$97,000 x 2 = \$194,000); (1) F550 Utility Service truck to replace unit 300 \$100,000.																																	

Distribution System Maintenance

Section 3023

Water Utility Section 3023 is responsible for the installation, maintenance, and repair of more than 44,000 small and large meters, 15,000+ valves ranging in sizes from 4-inch to 72-inch, over 5,000 fire hydrants, customer calls concerning no water, low and high pressure, water flowing; shutdowns, throttle downs, and marking the water infrastructure as required by California One-Call Law, Government Code 4216 known as DIG ALERT and facility maintenance for the Water Yards.



Section 3023

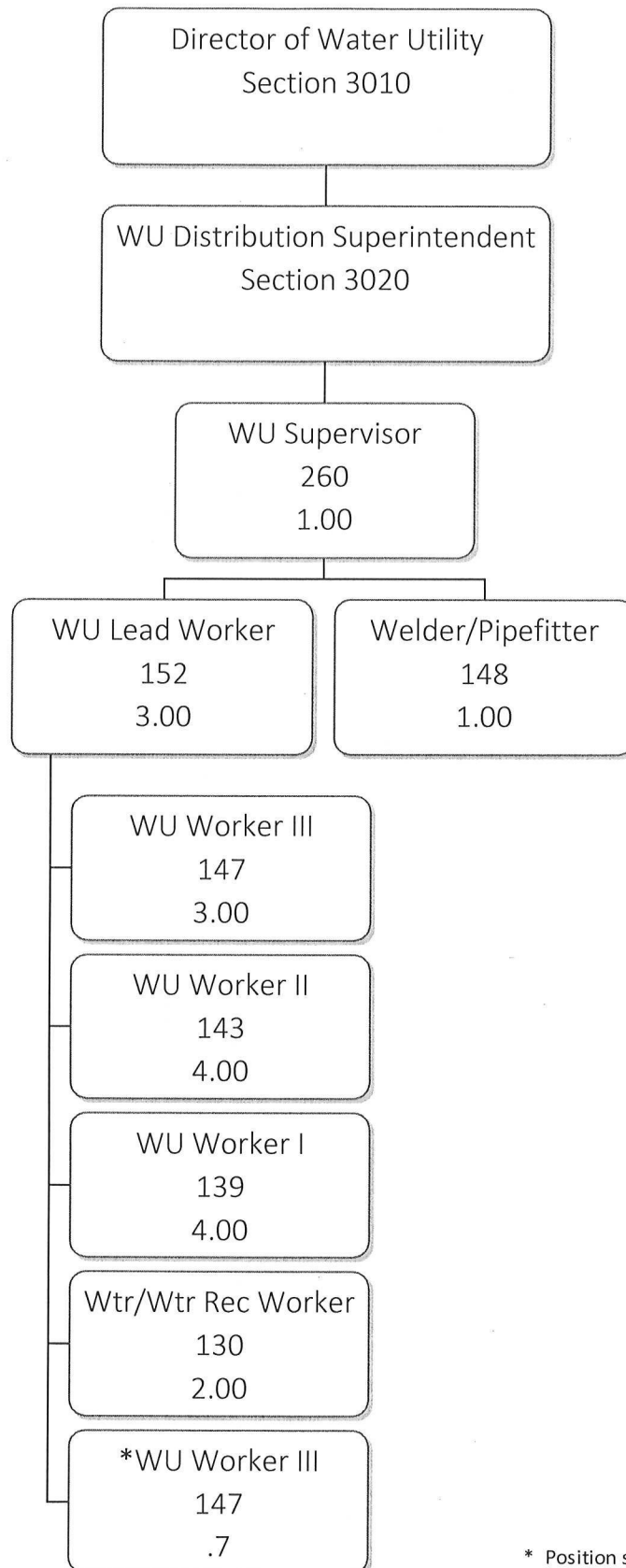
Accomplishments

- 1,065 small meters have been replaced ranging from 5/8-inch to 2-inch and 20 large meters have been replaced in sizes ranging from 3-inch to 8-inch. 184 Large meters have been tested sizes ranging from 3-inch to 12-inch. 94 Construction/Fire hydrant meters have been issued, repaired or replaced, read, and tested. 5,758 USA DigAlert tickets were marked, completed, and closed or canceled.
- Performed 15 shutdowns, and 18 throttle downs, and exercised 2258 system valves throughout the SBMWD service area.
- Replaced four (4) inoperable systems valves on Baseline Street from Sepulveda Ave. to Waterman Ave.

Objectives and Goals

- Integrate Sewer Collections System DigAlert tickets into the current Water Utility USA Locates process.
- Oversee the replacement of 609 old analog meters with 609 Badger advanced meters with Itron 100W ERT communication modules for the Muscoy Meter Replacement Project.
- Purchase and set up new pressure testing equipment throughout the system to establish updated PSI tracking.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
DISTRIBUTION SYSTEM MAINTENANCE - SECTION 3023



* Position shared 30% with Section 6020

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
DISTRIBUTION SYSTEM MAINTENANCE - SECTION 3023
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3023-530-5110	SALARIES - FULL TIME	\$ 928,885	\$ 1,280,238	\$ 880,789	\$ 1,350,068
100-3023-530-5120	SALARIES - OVERTIME	31,359	35,000	28,441	35,000
100-3023-530-5125	ON CALL / STANDBY	14,997	15,000	9,104	15,000
	Fringe Benefits				
100-3023-530-5205	PERS - EMPLOYER PAID	87,254	85,904	70,820	76,819
100-3023-530-5208	PERS - EMPLOYER PAID-UAL	234,093	256,155	338,437	300,464
100-3023-530-5215	DEFERRED COMP - EMPLOYER PAID	4,807	6,175	4,709	13,000
100-3023-530-5220	MEDICARE TAXES	14,059	18,563	13,351	19,576
100-3023-530-5230	GROUP MEDICAL INSURANCE	190,098	295,841	173,223	324,319
100-3023-530-5245	LIFE AND AD&D INSURANCE	580	791	513	835
	SUBTOTAL PERSONNEL	<u>1,506,132</u>	<u>1,993,667</u>	<u>1,519,387</u>	<u>2,135,080</u>
	MAINTENANCE AND OPERATIONS				
100-3023-530-5320	TRAINING EXPENSES	4,091	3,600	-	4,000
100-3023-530-5330	EMPLOYEE REIMBURSEMENTS	1,052	4,800	946	4,800
100-3023-530-5340	UNIFORM RENTAL AND CLEANING	6,777	12,000	5,860	6,440
100-3023-530-5350	SAFETY CLOTHING AND SUPPLIES	12,022	7,200	9,414	7,500
100-3023-530-5370	MISCELLANEOUS EXPENSE	458	2,800	1,707	1,500
100-3023-530-5435	OFFICE EQUIP MAINTENANCE	467	-	-	-
100-3023-530-5455	TELEPHONE	8,072	5,500	9,236	7,100
100-3023-530-5470	COMPUTER EQUIPMENT	2,550	-	-	-
100-3023-530-5495	JANITORIAL AND CLEANING SUPPLIES	3,532	4,100	4,529	4,100
100-3023-530-5650	NON-INSURABLE ACCIDENTS	-	-	2,293	-
100-3023-530-6105	TRUCK HAULING	5,770	4,800	6,232	7,775
100-3023-530-6125	UNDERGROUND SERVICE ALERT	12,873	13,000	13,952	17,000
100-3023-530-6135	STREET REPAIRS AND PAVING	120,000	100,000	67,385	120,000
100-3023-530-6140	MAINTENANCE SERVICES	1,716	10,000	22,198	10,000
100-3023-530-6160	FACILITIES MAINTENANCE	4,162	-	108	-
100-3023-530-6210	PERMITS AND FEES	-	17,000	-	17,000
100-3023-530-6270	DUMP FEES	4,911	26,000	24,015	11,250
100-3023-530-6290	HAZARDOUS WASTE DISPOSAL	2,482	10,500	-	11,000
100-3023-530-6350	UTILITIES - GAS	2,148	-	2,158	2,300
100-3023-530-6370	UTILITIES - WATER	19,529	-	8,466	5,000
100-3023-530-6410	MATERIALS AND SUPPLIES	263,276	180,000	225,405	190,000
100-3023-530-6510	SMALL TOOLS AND EQUIPMENT	15,084	15,000	14,374	30,000
100-3023-530-6530	FUEL & LUBRICANTS	2,801	4,000	2,815	-
100-3023-530-6540	REPAIRS/MAINTENANCE	2,380	-	266	-
100-3023-530-6570	TRAFFIC CONTROL COMPLIANCE	3,353	2,500	356	2,500
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>499,504</u>	<u>422,800</u>	<u>421,715</u>	<u>459,265</u>
	OPERATING BUDGET - WATER	<u>2,005,636</u>	<u>2,416,467</u>	<u>1,941,102</u>	<u>2,594,345</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
100-3023-580-8020	AUTOS & TRUCKS	-	-	-	92,000
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>92,000</u>
	TOTAL BUDGET	<u>\$ 2,005,636</u>	<u>\$ 2,416,467</u>	<u>\$ 1,941,102</u>	<u>\$ 2,686,345</u>

FUND	DIVISION	SECTION	NUMBER
Water	Water Utility	Distribution System Maintenance	3023

DESCRIPTION:

This section is responsible for maintenance of 195 N. "D" Street. This includes participation in the Underground Services Alert (USA) program to locate water facilities for construction projects on a city-wide basis (and pavement repair and replacement as needed). This section also maintains and repairs meters used within the water distribution system. Meter sizes range from 5/8" to 3/4" for domestic use and from 6" to 8" for commercial and industrial use.

PERSONNEL

		POSITION	2020-21	2021-22	2022-23
5110	Salaries - Full Time	WU Supervisor	1	1	1
		WU Lead Worker	3	3	3
		Welder/Pipefitter	1	1	1
		WU Worker III	3	3	4
		WU Worker II	4	4	4
		WU Worker I	4	4	4
		Water/Water Reclamation Worker	2	2	2
			18	18	19

MAINTENANCE AND OPERATIONS

5320	Training Expenses	Staff training for required Commercial Driver's License training and contact hour courses for certification renewal.
5330	Employee Reimbursements	Funds for Safety Shoes, Prescription Safety Glasses, Certificates, or License reimbursement.
5340	Uniform Rental and Cleaning	Uniform rental and cleaning for 16 current employees at \$6.60 weekly rate.
5350	Safety Clothing and Supplies	Employee Safety clothing, shoes, helmets, and shade protection per CAL-OSHA regulations.
5370	Miscellaneous Expense	Miscellaneous expenses
5455	Telephone	Verizon iPhone 7 - 5 x \$24.99 = \$124.95; iPhone XR - 1 x \$49.99 = \$49.99; Broadband Card - 8 x \$37.99 = \$303.92 Total Monthly Cost = \$478.86 x 12 = \$5,746.32 Remote Pressure Monitoring Units - Annual Service Cost - 3 x \$450 = \$1,350 Yearly Cost = \$7,096.32
5495	Janitorial and Cleaning Supplies	Cleaning Supplies and Materials for 195 N. D St.
6105	Truck Hauling	Debris hauling performed by SBMWD. Bridgewater Equipment (SBMWD's hauling vendor) hauling fee: \$120 hour x 8 hours/day = \$960 per day \$960 day x 5 trips per year = (\$4,800) Used when the department 10-yard dump is unavailable due to maintenance, repairs and/or emergency use.
6125	Underground Service Alert	Underground Service Alert (California Government Code 4216) program as required by law. 2 Member Codes (SBMW01 & SBMW02) = \$20 per month (12 x \$20 = \$240) New members fee of \$1.75 for each new Dig Alert notification receive during the previous month. 3 year average 9,350 (notifications) x \$1.75 = 16,363 16,363 + 240 = \$16,603
6135	Street Repairs and Paving	Asphalt paving, concrete street repairs, and sidewalk repairs.
6140	Maintenance Services	Saw cutting, signal loops, sewer repairs, tree removal
6160	Facilities Maintenance	195 N. "D" Street maintenance of facilities, grounds, automated vehicle and pedestrian gates, doors/locks, HVAC, pest control, monthly alarm and security cameras.
6165	Trash Disposal Fees	Disposal of trash generated at 195 N. "D" Street and various offsite jobs for the Department.
6170	Janitorial Services	Janitorial Services for 195 N. "D" Street.
6210	Permits and Fees	Excavation, Encroachment, and Lane Closure permits.
6270	Dump Fees	Cost of dumping excavation spoils and construction material remnants at landfills and/or recycler.
6290	Hazardous Waste Disposal	Cost of disposing of hazardous waste materials from interceptors and ACP at 195 N. "D" Street. Safety Kleene performs quarterly pumping of WU Yards drains/vehicle wash areas and aerosol can pick up and disposal. \$2,700 x 4 = \$10,800 yearly cost.
6310	Utilities - Electric	Electricity for 195 N. "D" Street.
6350	Utilities - Gas	Gas for 195 N. "D" Street.
6410	Materials and Supplies	Operating materials used to repair the distribution system to include, but is not limited to, various pipe material types and sizes, various types of connectors, copper tubing, valves, and fire hydrants; sand, class II base, temporary asphalt, etc.
6510	Small Tools and Equipment	Replacement of various tools and equipment used on a daily basis to maintain and operate the Distribution System (\$8,000). Purchase of two (2) Vivax-Metrotech VM-810 Pipe Locator (\$3,450 x 2 = \$9,900). Purchase one (1) Truck Mounted Air Compressor for Truck 332 to replace the existing air compressor due to unavailable parts to repair (\$2,500). Purchase of three (3) Remote Pressure Monitoring Units to replace to three (3) antiquated Pressure Chart Recorders that are outdated (\$3,000 x 3 = \$9,000).
6540	Repairs/Maintenance	Equipment repairs (i.e., pumps, jackhammers, multi-gas monitors, saws, locating equipment, and meter testing equipment.)
6570	Traffic Control Compliance	Traffic control compliance signage loss or damage due to continued use, graffiti, theft, traffic collisions, etc.

CAPITAL OUTLAY

8020	Autos & Trucks	(1ea.) F-550 Utility Service/crane truck to replace unit #75 for WU Distro 3023 rollover from FY 21-22. \$92,000 PO#43253
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Water Loss Management

Section 3024

Water Loss Management Conservation is an essential part of leak detection deployment, data collecting, and troubleshooting. Daily, Water Loss Management responds to leak sensors that are flagged as possible/probable leaks through log online and to ERT's flagged as non-responsive through the Itron Mobile Data Collection System. Water Loss Management also utilizes mobile acoustic leak detection equipment to survey the infrastructure for leaks and to pinpoint leaks. Water Loss Management collects, maintains, and posts monthly consumption from all 3-inch and larger Ultrasonic Octave meters.



Section 3024

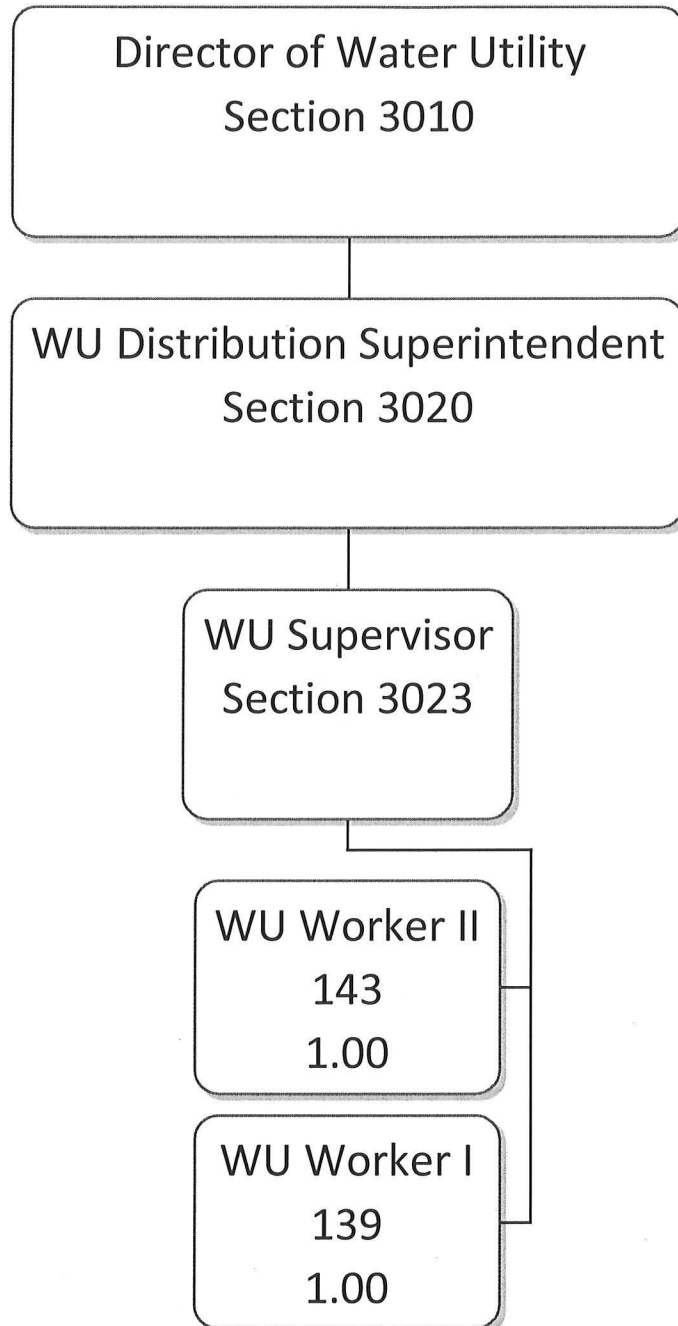
Accomplishments

- Water Loss Management has deployed mobile acoustic leak detection equipment at 266 locations throughout the SBMWD infrastructure.
- Successfully troubleshoot 175 Itron endpoints and sent back to the manufacturer for warranty and saved the section approx. \$13,000.00 in operational costs.
- Attended Leak Detection seminar (online), discovered 2 newer updated, and more efficient leak detection systems for SBMWD to look into for system update.

Objectives and Goals

- Research and make a selection for advanced water loss equipment/Program.
- Continue to test, repair, and replace damaged Itron 100W ERTs in the system.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
WATER LOSS MANAGEMENT - SECTION 3024



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER LOSS MANAGEMENT - SECTION 3024
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3024-530-5110	SALARIES - FULL TIME	\$ 63,746	\$ 123,905	\$ 60,974	\$ 130,939
100-3024-530-5120	SALARIES - OVERTIME	6,707	2,000	1,730	2,000
	Fringe Benefits				
100-3024-530-5205	PERS - EMPLOYER PAID	7,467	8,314	6,583	7,450
100-3024-530-5208	PERS - EMPLOYER PAID-UAL	22,445	24,791	32,754	29,141
100-3024-530-5215	DEFERRED COMP - EMPLOYER PAID	639	650	603	1,300
100-3024-530-5220	MEDICARE TAXES	1,027	1,797	916	1,899
100-3024-530-5230	GROUP MEDICAL INSURANCE	8,438	28,960	7,540	29,599
100-3024-530-5245	LIFE AND AD&D INSURANCE	44	86	39	86
	SUBTOTAL PERSONNEL	<u>110,514</u>	<u>190,503</u>	<u>111,139</u>	<u>202,414</u>
	MAINTENANCE AND OPERATIONS				
100-3024-530-5320	TRAINING EXPENSES	-	-	-	500
100-3024-530-5330	EMPLOYEE REIMBURSEMENTS	-	600	-	600
100-3024-530-5340	UNIFORM RENTAL AND CLEANING	259	400	179	400
100-3024-530-5350	SAFETY CLOTHING AND SUPPLIES	-	800	-	800
100-3024-530-5450	POSTAGE EXPRESS DELIVERY	-	-	13	-
100-3024-530-5455	TELEPHONE	-	1,300	-	800
100-3024-530-5470	COMPUTER EQUIPMENT	2,377	-	-	-
100-3024-530-6510	SMALL TOOLS AND EQUIPMENT	455	3,000	-	3,500
100-3024-530-7160	WATER CONSERVATION	9,453	4,500	3,167	115,000
100-3024-530-7170	CITY MEDIAN CONSERVATION	670,000	325,000	-	325,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>682,544</u>	<u>335,600</u>	<u>3,359</u>	<u>446,600</u>
	OPERATING BUDGET - WATER	<u>793,058</u>	<u>526,103</u>	<u>114,498</u>	<u>649,014</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
100-3024-580-8010	TOOLS & EQUIPMENT	27,803	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>27,803</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 820,861</u>	<u>\$ 526,103</u>	<u>\$ 114,498</u>	<u>\$ 649,014</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Water Utility	Water Loss Management	3024		
DESCRIPTION:					
This section conducts the proactive leak detection program.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		WU Worker II	1	1	1
		WU Worker I	1	1	1
			2	2	2
MAINTENANCE AND OPERATIONS					
5320	Training Expenses	Staff training for required contact hour courses for certification renewal.			
5330	Employee Reimbursements	Funds for Safety Shoes, Prescription Safety Glasses, Certificates, or License reimbursement.			
5340	Uniform Rental and Cleaning	Uniform rental and cleaning for 2 current employees at \$6.60 weekly rate.			
5350	Safety Clothing and Supplies	Employee safety clothing, shoes, helmets, and shade protection per CAL-OSHA regulations.			
5455	Telephone	Verizon iPhone 1 x 24.99 Broadband Card 1 x 37.99 = 62.98 Monthly Cost = 755.76 Annual Service Cost			
6510	Small Tools and Equipment	Tools and equipment required for the Water Loss Management Program.			
7160	Water Conservation	FZ-M1 Drive-by Tablet 3G Reading System Annual System License/Updates and Fees \$4,500. Itron Mobile Collection Annual Software License/Updates and Fees \$4,500. Asterra Satellite Leak Survey - Includes Two Scans (temporal analysis), Recover Report, and Master Plan Pipe Deficiency Map (\$106,000). Licensing fees \$9,000 + Asterra Satellite Leak Survey \$106,000 = \$115,000			
7160	City Median Conservation	Includes \$1,000,000 of revenue stemming from agreement with East Valley and Valley District. Per agreement, East Valley and Valley District will each provide \$500,000 for conservation project. SBMWD to fund an additional \$325,000 in FY 22/23.			
CAPITAL OUTLAY					
8010	Tools & Equipment				

Water Utility Operations Administration

Section 3040



Water Utility Operation's Superintendent and staff are responsible for managing and coordinating the operation of the Department's 117 production and treatment facilities. 13.2 billion gallons of water were produced during the 2021 calendar year, meeting all local, State, and Federal regulatory mandates.

Additionally, this section plans to organize, implement, and control the installation, maintenance, operation, and repairs of water treatment equipment and infrastructure including pumps, boosters, pressure regulating devices, hydro-generation, geothermal and chlorinating equipment.

Additionally, staff are responsible for activities that include but are not limited to, scheduling training, managing payroll for the section, generating and completing work orders, generating required monthly and annual regulatory reports, managing the SCE Annual/Biannual Pump Testing Program, managing the SCE Rebate Program, meter calibrations, purchasing and accounting, tracking, and correspondence for employee required licenses and certifications, and providing general support to the Water Utility Operation's Section.

Section 3040

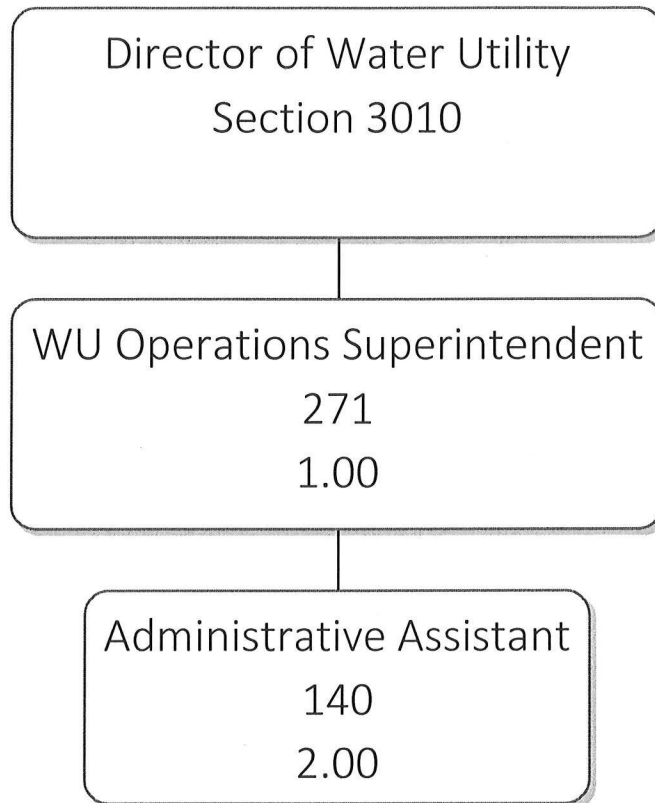
Accomplishments

- Met all Federal and State regulations and reporting requirements.
- Successfully completed the system-wide Sanitary Survey with the Department of Drinking Water.
- Successfully conducted 90-meter calibrations.
- Successfully managed the completion of 31 Annual/Biannual Pump Tests through SCE.
- Completed Annual Reports – EAR, NPDES, Groundwater Production, and Groundwater Extraction and Diversion.
- Completion of bulk, sodium hypochlorite storage at the 19th Street Facility.
- Redesign and replaced EPA Well No. 001 and EPA Well No. 002.

Objectives and Goals

- Successfully complete the installation and operational scheme for the Department's second location to alternative chlorine gas disinfection with an onsite bulk, sodium hypochlorite storage at the Waterman Facility.
- Successfully conduct 90-meter calibrations.
- Successfully manage the completion of 45 Annual/Biannual Pump Tests through SCE.
- Continue to track employees' certifications to include expiration dates and training.
- Meet all Federal and State regulations and reporting requirements.
- Redesign and replace EPA Well No. 007 and EPA Well No. 111.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
OPERATIONS ADMINISTRATION - SECTION 3040



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
OPERATIONS ADMINISTRATION - SECTION 3040
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3040-560-5110	SALARIES - FULL TIME	\$ 297,552	\$ 298,482	\$ 258,010	\$ 309,729
	Fringe Benefits				
100-3040-560-5205	PERS - EMPLOYER PAID	25,057	20,028	16,943	17,624
100-3040-560-5208	PERS - EMPLOYER PAID-UAL	55,246	59,721	78,905	68,932
100-3040-560-5215	DEFERRED COMP - EMPLOYER PAID	1,759	1,300	1,662	2,600
100-3040-560-5220	MEDICARE TAXES	4,256	4,328	3,731	4,491
100-3040-560-5230	GROUP MEDICAL INSURANCE	57,436	58,311	51,348	59,598
100-3040-560-5245	LIFE AND AD&D INSURANCE	152	144	134	143
	SUBTOTAL PERSONNEL	<u>441,458</u>	<u>442,314</u>	<u>410,733</u>	<u>463,116</u>
	MAINTENANCE AND OPERATIONS				
100-3040-560-5320	TRAINING EXPENSES	-	2,000	1,703	75
100-3040-560-5330	EMPLOYEE REIMBURSEMENTS	1,697	3,500	571	650
100-3040-560-5340	UNIFORM RENTAL AND CLEANING	419	400	292	400
100-3040-560-5350	SAFETY CLOTHING AND SUPPLIES	642	1,000	16	1,000
100-3040-560-5370	MISCELLANEOUS EXPENSE	-	2,000	79	2,000
100-3040-560-5405	GENERAL OFFICE SUPPLIES	3,362	5,000	5,785	5,000
100-3040-560-5415	COMPUTER SUPPLIES	530	-	-	-
100-3040-560-5420	PRINTED MATERIALS	319	-	-	-
100-3040-560-5435	OFFICE EQUIPMENT MAINTENANCE	412	400	296	500
100-3040-560-5450	POSTAGE AND EXPRESS DELIVERY	297	-	-	-
100-3040-560-5455	TELEPHONE	1,735	2,000	1,738	2,000
100-3040-560-5465	OFFICE EQUIPMENT	232	-	-	-
100-3040-560-5540	ENGINEERING SERVICES	-	-	-	50,000
100-3040-560-6310	UTILITIES - ELECTRIC	3,550	3,000	-	3,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>13,195</u>	<u>19,300</u>	<u>10,480</u>	<u>64,625</u>
	OPERATING BUDGET - WATER	<u>454,653</u>	<u>461,614</u>	<u>421,213</u>	<u>527,741</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
100-3040-580-8010	TOOLS & EQUIPMENT	-	-	-	500,000
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>500,000</u>
	TOTAL BUDGET	<u>\$ 454,653</u>	<u>\$ 461,614</u>	<u>\$ 421,213</u>	<u>\$ 1,027,741</u>

FUND	DIVISION	SECTION	NUMBER
Water	Water Utility	Operations Administration	3040
DESCRIPTION:			
This section's Superintendent coordinates activities of the various operations sections. This section monitors electrical energy used, thus increasing energy efficiency, and monitors the overall operations of the system through the use of the SCADA system.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		WU Operations Superintendent	1 1 1
		Administrative Assistant	2 2 2
			3 3 3
MAINTENANCE AND OPERATIONS			
5320	Training Expenses	Training/CEU's contact hours through SBMWD online services - 1 employee at \$75 ea.	
5330	Employee Reimbursements	SWRCB Certification renewals - 1 employees due in FY 22/23 - D/5-T/5 at \$105 ea. (210), Safety boots @ \$200 x 2 employee (\$400)	
5340	Uniform Rental Cleaning	Employee uniforms for 2 employees	
5350	Safety Clothing/Supplies	Hardhats, Gloves, Vests, Goggles, Ear Protection / Sanitizing & Cleaning Supplies for COVID-19/Flu Season to accommodate new policies & procedures (Lysol Wipes - \$50 a carton, Lysol Disinfectant Spray - \$88 a carton, Purell Refills - \$86 for pack of 2, Hand Sanitizer - \$45 a carton, smaller items to include: gloves, paper towels, etc.)	
5370	Miscellaneous Expense	Miscellaneous Expense	
5405	General Office Supplies	Office supplies for sections 3040, 3041, 3042 and 3043 (4 separate sections)	
5435	Office Equipment Maintenance	Annual costs for copier maintenance agreement, printers, fax machine - \$50 per month	
5455	Telephone	(2) Cellular phones (1) Toughbook/Sim card	
6310	Utilities - Electric	Fees associated with SCE Pump Efficiency Testing	
CAPITAL OUTLAY			
8010	Tools & Equipment	Costs associated with the design, installation and purchase of emergency generators at remote well sites.	

Production and Treatment

Section 3041

Water Utility Operations Production and Treatment staff are responsible for collecting daily well production data and water analysis. This section gathers monthly Edison meter reads and performs monthly inspections on emergency equipment, such as generators, portable boosters, standby engines, Cla-Valves, and system inter-ties. Staff checks the security and operation of numerous well sites throughout the system to deliver chlorine gas every week. Additionally, this section schedules maintenance on chlorine regulators, roto-meters, and Nitrate (No3) analyzers. Staff replaces chlorine tubing and assists the Maintenance Section in the changing of spent carbon at three different facilities.



Section 3041

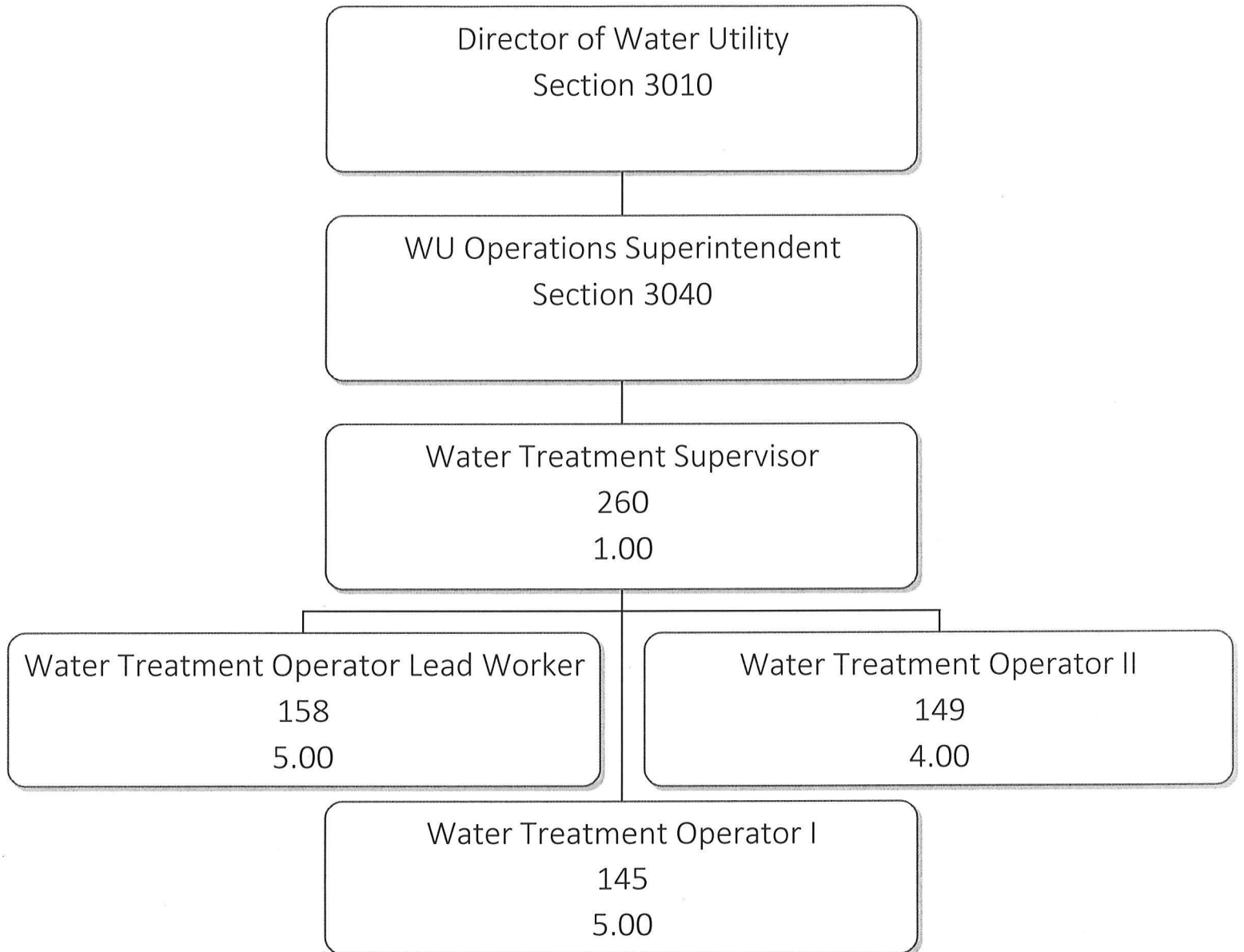
Accomplishments

- Recruited, hired, and trained two new Water Treatment Operator I positions. The new operators are currently training on the three production runs, the operations of SCADA, Cl₂ cylinder change-outs, and the operations of GAC vessels.
- Created 10 portable sodium chlorination kits. The kits were built to easily transition a chlorine gas site to operate on a 55-gallon drum of sodium hypochlorite in the event of a Cl₂ gas shortage, similar to the one that occurred this past summer.
- Changed 440,000 pounds of spent Granular Activated Carbon (GAC) at the 19th Street Treatment Plant.

Objectives and Goals

- Train and delegate additional responsibilities to the Lead Operators. Inform staff of Department objectives, when necessary and beneficial.
- Focus on recruitment to ensure Section 3041 is fully staffed.
- Continue to produce safe, high-quality drinking water for the residents of San Bernardino.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
PRODUCTION AND TREATMENT - SECTION 3041



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
PRODUCTION AND TREATMENT - SECTION 3041
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3041-510-5110	SALARIES - FULL TIME	\$ 1,111,347	\$ 1,232,429	\$ 1,014,517	\$ 1,298,897
100-3041-510-5120	SALARIES - OVERTIME	23,471	25,000	28,955	25,000
100-3041-510-5125	ON CALL / STANDBY	12,991	14,000	13,186	14,000
	Fringe Benefits				
100-3041-510-5205	PERS - EMPLOYER PAID	108,714	82,696	85,510	73,907
100-3041-510-5208	PERS - EMPLOYER PAID-UAL	224,267	246,589	325,798	289,076
100-3041-510-5215	DEFERRED COMP - EMPLOYER PAID	3,712	5,200	3,065	10,400
100-3041-510-5220	MEDICARE TAXES	16,486	17,870	15,223	18,834
100-3041-510-5230	GROUP MEDICAL INSURANCE	207,330	237,653	179,875	262,258
100-3041-510-5245	LIFE AND AD&D INSURANCE	598	661	518	662
	SUBTOTAL PERSONNEL	<u>1,708,917</u>	<u>1,862,098</u>	<u>1,666,647</u>	<u>1,993,033</u>
	MAINTENANCE AND OPERATIONS				
100-3041-510-5310	TRAVEL AND CONVENTION	117	-	-	-
100-3041-510-5330	EMPLOYEE REIMBURSEMENTS	810	3,000	2,709	3,900
100-3041-510-5340	UNIFORM RENTAL AND CLEANING	5,965	6,000	3,966	5,300
100-3041-510-5350	SAFETY CLOTHING AND SUPPLIES	1,450	2,700	1,275	2,500
100-3041-510-5370	MISCELLANEOUS EXPENSE	-	2,000	-	2,000
100-3041-510-5455	TELEPHONE	25,727	31,000	23,793	31,000
100-3041-510-6210	PERMITS AND FEES	206,246	292,000	284,868	300,000
100-3041-510-6310	UTILITIES - ELECTRIC	4,828,565	4,000,000	4,990,323	4,280,000
100-3041-510-6350	UTILITIES - GAS	553	1,000	467	1,000
100-3041-510-6410	MATERIALS AND SUPPLIES	13,892	15,000	9,921	15,000
100-3041-510-6510	SMALL TOOLS AND EQUIPMENT	6,369	10,000	5,473	10,000
100-3041-510-6540	EQUIPMENT REPAIR AND MAINTENANCE	94,867	85,000	46,680	85,000
100-3041-520-6810	CHLORINE - IN PLANT	175,686	200,000	224,509	233,000
100-3041-520-6870	GRANULAR ACTIVATED CARBON	663,049	425,000	242,340	356,000
100-3041-500-7120	MT VERNON ASSESSMENT	2,994	18,000	5,000	5,000
100-3041-500-7130	SUPPLEMENTAL WATER PURCHASES	1,036,226	1,600,000	1,127,696	1,350,000
100-3041-500-7140	WATER EXTRACTION FEES	265,934	350,000	232,819	286,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>7,328,449</u>	<u>7,040,700</u>	<u>7,201,839</u>	<u>6,965,700</u>
	OPERATING BUDGET - WATER	<u>9,037,366</u>	<u>8,902,798</u>	<u>8,868,486</u>	<u>8,958,733</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
100-3041-580-8020	AUTOS & TRUCKS	-	-	-	42,000
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>42,000</u>
	TOTAL BUDGET	<u>\$ 9,037,366</u>	<u>\$ 8,902,798</u>	<u>\$ 8,868,486</u>	<u>\$ 9,000,733</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Water Utility	Operations Production and Treatment	3041		
DESCRIPTION:					
This section is responsible for the pumping, chlorination, treatment, and storage of well water. Water treatment consists of chlorination, air stripping or granular activated carbon filtration, or injection of complex polyphosphates.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Water Treatment Supervisor	1	1	1
		Water Treatment Operator Lead Worker	5	5	5
		Water Treatment Operator II	4	4	4
		Water Treatment Operator I	5	5	5
			15	15	15
MAINTENANCE AND OPERATIONS					
5320	Training Expenses	Training/CEU's through SBMWD online services - 7 employees (based on renewals due in the next 18 months) at \$75 each (\$525)			
5330	Employee Reimbursements	Boot Allowance \$200 x 15 (\$3,000), SWRCB Certification Renewals - 4 employees due in FY 22/23 at \$105 ea. (\$420), 2 Employee Commercial Driver's License at \$82 ea. (\$164), TSA, College & Online Courses (\$300)			
5340	Uniform Rental and Cleaning	Employee uniforms for 14 employees & 1 Supervisor.			
5350	Safety Clothing/Supplies	Safety clothing and safety supplies, hard hats, vests, flashlights, respirators & filters, SCBA equipment.			
5370	Miscellaneous Expense	Miscellaneous expenses			
5455	Telephone	(10) cell phones (\$5,300), (9) Toughbook/Sim cards (\$4000), (3) SCADA & Security remote landlines (\$22,000)			
6210	Permits and Fees	AQMD, DWR, USDA Forestry, SCAQMD, CUPA, Fire Department (\$150,000), Drinking Water Fee (\$70,000), Annual Statewide General Permit (\$2,100), Additional (\$70,000) for Sanitary Survey Fee			
6310	Utilities - Electric	Electricity for pumping plants, Anticipating a 7% price increase from SCE			
6350	Utilities - Gas	Natural Gas for emergency pumping plants			
6410	Materials and Supplies	Cost of operating & replacing - ball valves, testing chlorine residuals, drip oil, well sounders, psi gauges, shovels, rakes, and cleaning supplies.			
6510	Small Tools and Equipment	Tools and equipment under \$5,000 and unforeseen repairs.			
6540	Equipment Repair and Maintenance	Chlorine Equipment Maintenance - Regulators & Roto meters (4 Quarters @\$15,000), 7 V10k (Annual \$7,000), No3 Calibration (Annual \$7,000), SCBA Maintenance (Annual \$2,000), Fire Extinguisher (Annual \$1000)			
6810	Chlorine - in Plant	Chlorine Treatment 562*314/Cylinder = \$176,468 + additional \$20,000 Sodium + Gilbert NaOCl annually 55 pails @ \$130 ea. = \$7,150 + 19th St Plant 17 loads * 1700 per 1000/gal17 = \$28,900 = \$232,518			
6870	Granular Activated Carbon	Granular Activated Carbon at (3) locations in 2021-2022: Newmark, Waterman, 19th South - 380,000 pounds @ .9371 pp = \$356,000			
7120	Mt Vernon Assessment	Power for Mt. Vernon			
7130	Supplemental Water Purchases	State Project Water funded by replenishment charge			
7140	Water Extraction Fees	Valley Replenishment Fee and Conservation District Fees			
CAPITAL OUTLAY					
8020	Autos & Trucks	(1) Ford Maverick/Ranger pick-up truck to replace vehicle #124 (\$42,000)			

Water Utility Plant and Facility Maintenance

Section 3042

The Facility Maintenance section is responsible for correcting, repairing, and documenting all functions related to landscape, painting, or general maintenance. Projects encountered day to day, ranging from simple activities to complex work. Landscapers provide service throughout the year including weed cutting, brush trimming, tree trimming, flailing, disking, sprinkler repair, and adjustments to sprinkler controls according to seasonal climate changes at 100 different sites. The painting crew protects assets by washing, waxing, and painting new or existing facilities. The general maintenance crew is responsible for 5 annual programs, including gate valve exercising, cl2 solenoid cleaning, cl2 hose changeouts, Cla-Val maintenance, electric, gas motor oil changes, and plant facility scheduled checks. Maintenance is also relied upon by the Department to provide and assist its services in any capacity when needed. The section strives to set an example to the general public, by inspecting conditions, making cost-conscious repairs, and maintaining overall aesthetically pleasing sites.



Section 3042

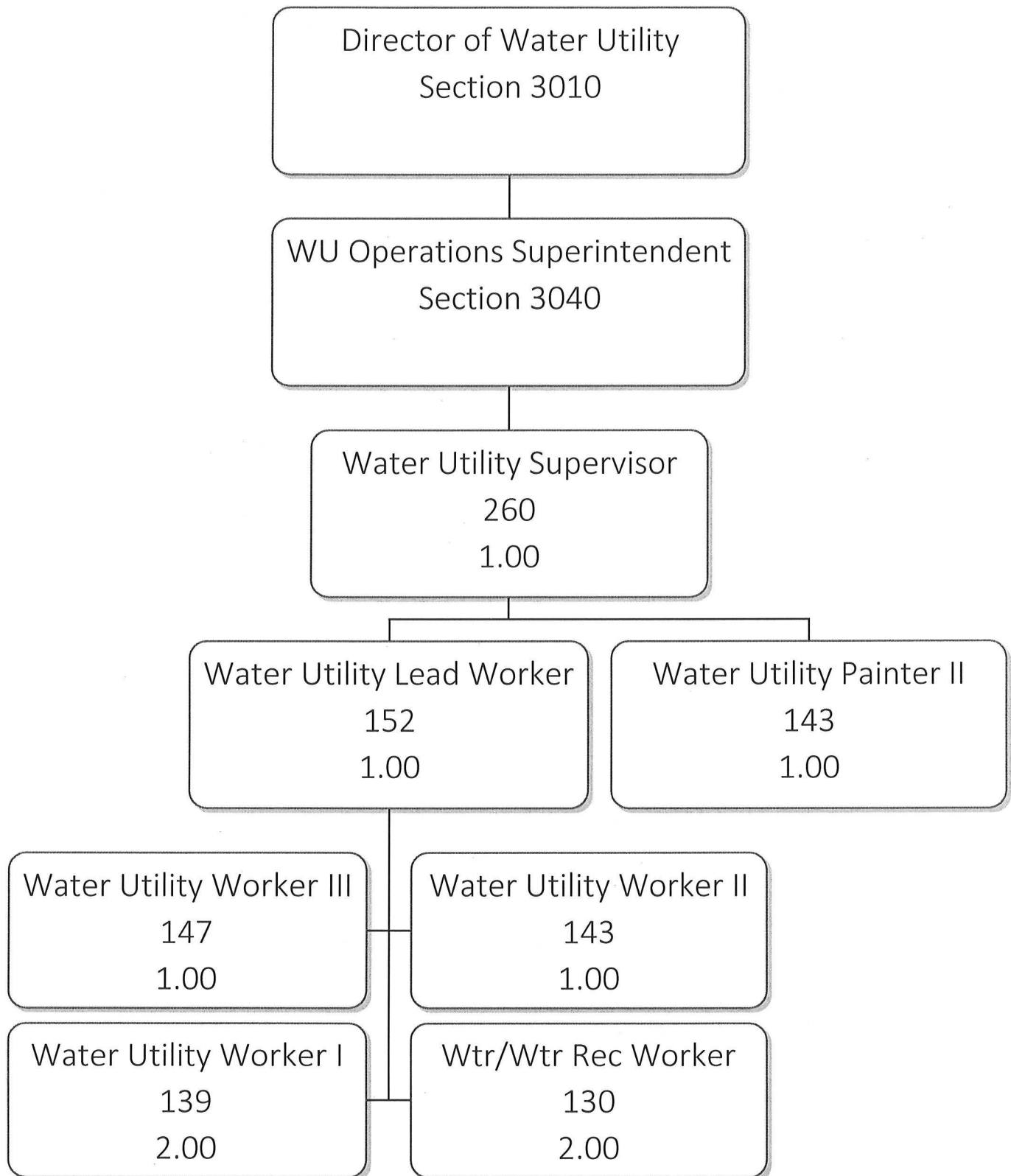
Accomplishments

- The Maintenance crew restored the gears, wicket gates, and all moving parts to the original design of three hydro stations that were built to utilize the Cajon Pass Flood Plains. The most notable was the Devore Hydro-Generator. Recently, it became inoperable due to calcium precipitate. The painting crew applied an epoxy coating inside and around the base to repair leaks. The outside estimate for repairs was above \$50,000. This resource is currently operating and generating 20 kWh.
- The Department has three EPA GAC Filtration and Air Stripping Tower Treatment Plants that are 30 years in age. The treatment vessels and piping were experiencing oxidation from the sunlight. To further protect the plants, the painting was necessary. Sub-contractors painted surfaces with an epoxy coating, and the Maintenance crew labeled and stenciled the numerical numbers to identify all the piping.

Objectives and Goals

- Create a team-oriented section to help staff reach new levels of skills, knowledge, and attitudes. Follow Department policies, procedures, and standards. Display sound judgment in managing and controlling expenses, accepting responsibility, and being relied upon to meet schedules.
- Successfully complete the Section's Annual Programs in the same calendar year. Additionally, continue to improve facility aesthetics and manage water usage at each site to promote a healthy public image.
- Replace 5 broken gate valves on Department Facilities.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
PLANT AND FACILITY MAINTENANCE - SECTION 3042

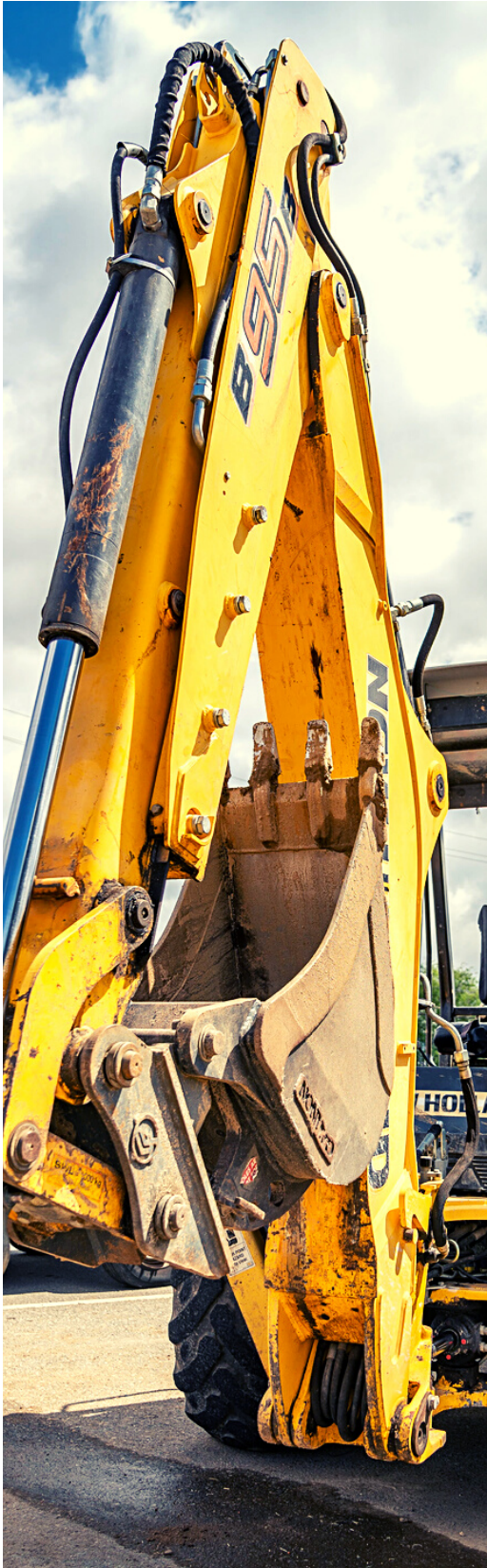


CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
PLANT AND FACILITY MAINTENANCE - SECTION 3042
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3042-510-5110	SALARIES - FULL TIME	\$ 534,117	\$ 611,402	\$ 536,971	\$ 631,706
100-3042-510-5120	SALARIES - OVERTIME	330	-	659	-
	Fringe Benefits				
100-3042-510-5205	PERS - EMPLOYER PAID	51,585	41,025	42,370	35,944
100-3042-510-5208	PERS - EMPLOYER PAID-UAL	111,087	122,332	161,627	140,589
100-3042-510-5215	DEFERRED COMP - EMPLOYER PAID	2,200	3,250	2,275	6,500
100-3042-510-5220	MEDICARE TAXES	7,473	8,865	7,586	9,160
100-3042-510-5230	GROUP MEDICAL INSURANCE	101,801	147,983	93,651	155,848
100-3042-510-5245	LIFE AND AD&D INSURANCE	378	403	338	403
	SUBTOTAL PERSONNEL	<u>808,970</u>	<u>935,260</u>	<u>845,477</u>	<u>980,149</u>
	MAINTENANCE AND OPERATIONS				
100-3042-510-5320	TRAINING EXPENSES	-	-	-	525
100-3042-510-5330	EMPLOYEE REIMBURSEMENTS	399	2,000	2,111	2,700
100-3042-510-5340	UNIFORM RENTAL AND CLEANING	2,760	3,500	2,584	3,200
100-3042-510-5350	SAFETY CLOTHING AND SUPPLIES	1,029	3,500	2,460	3,500
100-3042-510-5370	MISCELLANEOUS EXPENSE	-	2,000	-	2,000
100-3042-510-5455	TELEPHONE	2,111	2,500	2,210	2,450
100-3042-510-5670	VANDALISM REPAIR	5,452	5,000	-	5,000
100-3042-510-6110	ELECTRICAL SERVICES	329,737	150,000	75,495	175,000
100-3042-510-6120	LANDSCAPE SERVICES	47,152	65,000	44,074	65,000
100-3042-510-6140	MAINTENANCE SERVICES	21,014	22,000	26,087	22,000
100-3042-510-6160	FACILITY MAINTENANCE	300,800	-	122,677	150,000
100-3042-510-6270	DUMP FEES	787	2,500	3,503	2,500
100-3042-510-6410	MATERIALS AND SUPPLIES	86,347	75,000	60,456	80,000
100-3042-510-6510	SMALL TOOLS AND EQUIPMENT	8,945	7,000	5,367	7,000
100-3042-510-6520	EQUIPMENT RENTAL	-	2,000	-	2,000
100-3042-510-6540	EQUIPMENT REPAIRS AND MAINTENANCE	130	4,250	862	4,250
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>806,664</u>	<u>346,250</u>	<u>347,886</u>	<u>527,125</u>
	OPERATING BUDGET - WATER	<u>1,615,634</u>	<u>1,281,510</u>	<u>1,193,363</u>	<u>1,507,274</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 1,615,634</u>	<u>\$ 1,281,510</u>	<u>\$ 1,193,363</u>	<u>\$ 1,507,274</u>

FUND	DIVISION	SECTION	NUMBER		
Water	Water Utility	Operations Plant and Facility Maintenance	3042		
DESCRIPTION:					
This section is responsible for the maintenance of well sites, booster stations, reservoirs, stripping and treatment facilities, and other water facilities. Maintenance includes painting, mechanical repairs and upkeep, motor rewinding, pump repairs, and basic troubleshooting.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		WU Supervisor	1	1	1
		WU Lead Worker	1	1	1
		WU Worker III	1	1	1
		WU Painter II	1	1	1
		WU Worker II	1	1	1
		WU Worker I	2	2	2
		Water/Water Reclamation Worker	2	2	2
			9	9	9
MAINTENANCE AND OPERATIONS					
5320	Training Expenses	Training/CEU's through SBMWD online services - 7 employees (based on renewals due in the next 18 months) at \$75 each (\$525)			
5330	Employee Reimbursements	Boot Allowance \$200 x 9 (\$1,800), Safety Glasses \$100 x 2 (\$200), SWRCB Certification Renewals - 4 employees due in FY 22/23 at \$105 ea. (\$420), 2 Employee Commercial Driver's License at \$82 ea. (\$164), College & Online Courses (\$100)			
5340	Uniform Rental and Cleaning	Uniform rental, cleaning and replacement + 2 new employees			
5350	Safety Clothing and Supplies	Employee clothing, shoes, helmets, and shade protection per regulations + 2 new employees			
5370	Miscellaneous Expense	Miscellaneous expenses			
5455	Telephone	(5) Cellular phones (1) Toughbook/Sim card			
5670	Vandalism Repair	Vandalism repairs not covered by Safety's Loss Control Account, typically break in attempts or minor facility damages.			
6110	Electrical Services	Materials and supplies to support Electrical Instrumentation/SCADA Water Utility work orders			
6120	Landscape Services	Landscape at reservoirs, booster stations, plants and EPA sites			
6140	Maintenance Services	Outside contractors for pump repairs, fencing, tree cutting, and troubleshooting			
6160	Facility Maintenance	17th Street GAC Vessel painting, security fence around Cajon, facility roof repairs, curb & gutter at Palm			
6270	Dump Fees	Cost of dumping refuse and construction material remnants at landfills			
6410	Materials and Supplies	Operating supplies to maintain or repair pumping, boosting, and treatment facilities			
6510	Small Tools and Equipment	Tools and equipment under \$5,000, misc. hand and power tools for grounds, painters, and mechanical maintenance crews - equipment worn and unsafe and shared with Section 3043			
6520	Equipment Rental	Construction equipment rental - air blower, misc.			
6540	Equipment Repairs and Maintenance	Repair of electric and pneumatic power tools, calibration of atmospheric tester, laser alignment device, metro-tech, engineers level and various pieces of equipment			
CAPITAL OUTLAY					
	None in this budget				

Specialty Construction



Section 3043

The Specialty Construction Section is responsible for new construction, site upgrades, and repairs while recognizing Department and industry standards at water production facilities. Some examples would be installing or rehabbing well or booster station infrastructures, pouring concrete discharge pedestals for production wells, discharge piping, production meters, system operating valves, or improving overall plant aesthetics. Also, Section 3043 ensures the security needs for all Department facilities are maintained. This includes replacing chain-link fencing with a no-climb of 1.25 inches or wrought iron fencing, constructing masonry walls, installing site lighting, and installing automated gate openers.

Section 3043

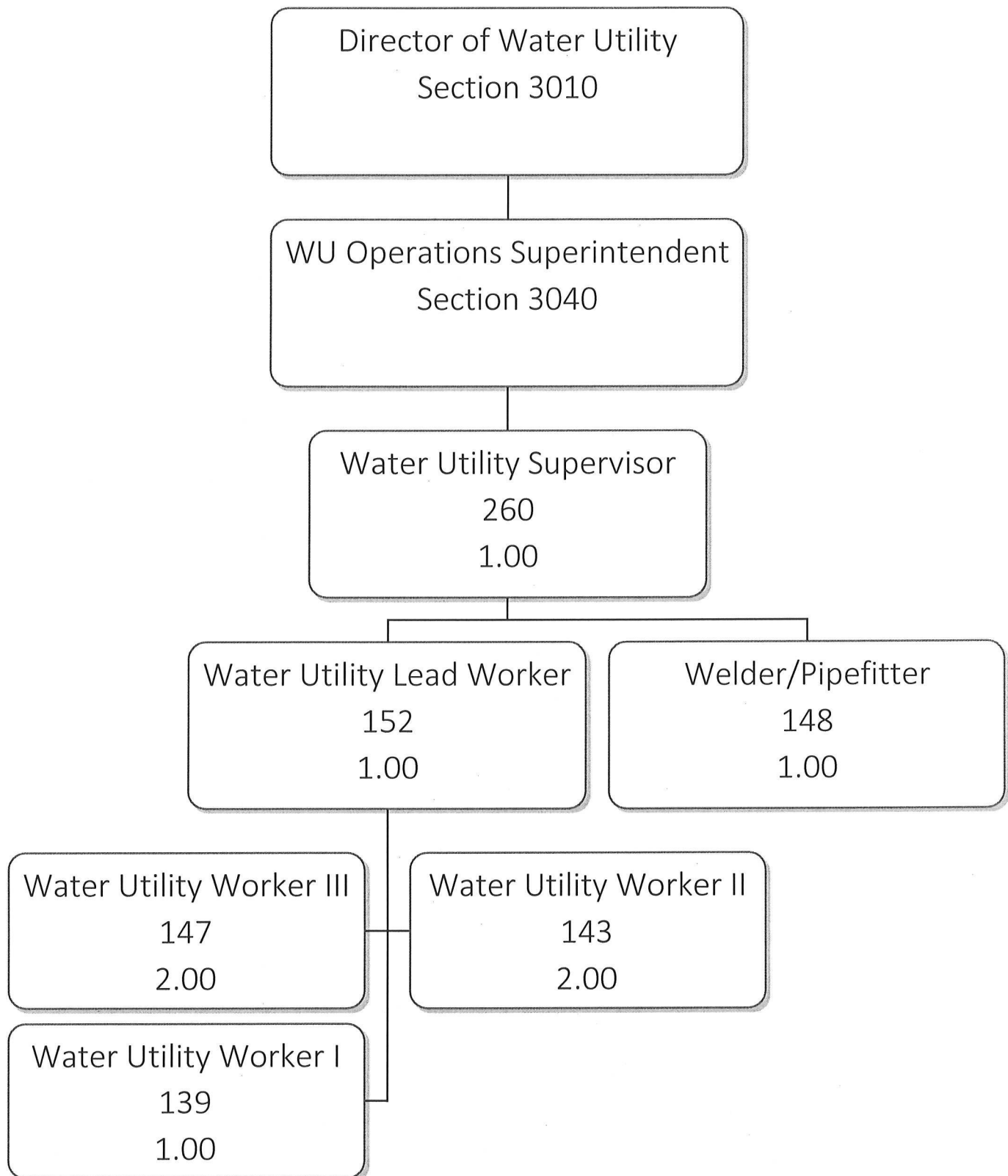
Accomplishments

- Installed a sodium hypochlorite tank, pumps, and piping to move the 19th, St. Plant, away from chlorine gas, to a much safer bleach concentrate.
- Installed the lights at Electric Reservoir.
- Installed rolling gates and openers at 5 sites to help ensure employee safety.
- Installed 900 feet of wrought iron at the Newmark Facility, along N. Magnolia Dr.
- Completed an 8" main abandonment at Cajon Plant.

Objectives and Goals

- Continue educating the public through conservation measures by xeriscaping 30th St. Plant to appear comparable to the Gilbert, 17th Street, and Electric Reservoir facilities.
- Complete the construction of the new sodium building at the Waterman and Newmark Plants.
- Install new wrought iron and a rolling gate with an opener for 17th St. & Sierra Plant.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
SPECIALTY CONSTRUCTION - SECTION 3043



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SPECIALTY CONSTRUCTION - SECTION 3043
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (100%)				
	Salaries				
100-3043-510-5110	SALARIES - FULL TIME	\$ 358,228	\$ 556,703	\$ 353,190	\$ 582,566
	Fringe Benefits				
100-3043-510-5205	PERS - EMPLOYER PAID	39,297	37,355	34,522	33,148
100-3043-510-5208	PERS - EMPLOYER PAID-UAL	109,059	111,387	147,167	129,653
100-3043-510-5215	DEFERRED COMP - EMPLOYER PAID	655	2,925	1,003	5,850
100-3043-510-5220	MEDICARE TAXES	5,075	8,072	5,091	8,447
100-3043-510-5230	GROUP MEDICAL INSURANCE	102,303	152,927	95,365	156,300
100-3043-510-5245	LIFE AND AD&D INSURANCE	244	360	223	359
	SUBTOTAL PERSONNEL	<u>614,862</u>	<u>869,729</u>	<u>636,561</u>	<u>916,323</u>
	MAINTENANCE AND OPERATIONS				
100-3043-510-5320	TRAINING EXPENSES	-	-	2,172	525
100-3043-510-5330	EMPLOYEE REIMBURSEMENTS	400	1,600	2,033	2,300
100-3043-510-5340	UNIFORM RENTAL AND CLEANING	5,882	3,800	2,116	3,000
100-3043-510-5350	SAFETY CLOTHING AND SUPPLIES	2,069	3,000	-	3,200
100-3043-510-5370	MISCELLANEOUS EXPENSE	1,212	2,000	-	2,000
100-3043-510-5455	TELEPHONE	732	2,000	484	2,000
100-3043-510-6140	MAINTENANCE SERVICES	7,409	7,400	7,016	7,400
100-3043-510-6270	DUMP FEES	-	-	-	1,000
100-3043-510-6410	MATERIALS AND SUPPLIES	39,060	40,000	41,999	42,000
100-3043-510-6510	SMALL TOOLS AND EQUIPMENT	12,844	12,500	13,177	13,000
100-3043-510-6520	EQUIPMENT RENTAL	2,105	3,000	66	2,000
100-3043-510-6540	EQUIPMENT REPAIRS AND MAINTENANCE	1,761	2,000	2,812	2,000
100-3043-560-5450	POSTAGE-EXPRESS DELIVERY	62	-	-	-
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>73,535</u>	<u>77,300</u>	<u>71,875</u>	<u>80,425</u>
	OPERATING BUDGET - WATER	<u>688,397</u>	<u>947,029</u>	<u>708,436</u>	<u>996,748</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
100-3043-580-8010	TOOLS AND EQUIPMENT	-	23,000	23,000	8,000
100-3043-580-8020	AUTOS & TRUCKS	-	-	-	50,000
		<u>-</u>	<u>23,000</u>	<u>23,000</u>	<u>58,000</u>
	SUBTOTAL CAPITAL OUTLAY	<u>\$ 688,397</u>	<u>\$ 970,029</u>	<u>\$ 731,436</u>	<u>\$ 1,054,748</u>

FUND	DIVISION	SECTION	NUMBER
Water	Water Utility	Operations Specialty Construction	3043
DESCRIPTION:			
This section is responsible for the construction of special facilities, including air stripping, granulated activated carbon filtration facilities, chlorinated stations, and other treatment facilities. A majority of this section's time is charged to major capital projects.			
PERSONNEL			
5110	Salaries - Full Time	POSITION WU Supervisor WU Lead Worker Welder/Pipefitter WU Worker III WU Worker II WU Worker I	2020-21 1 1 1 2 2 1 8 2021-22 1 1 1 2 2 1 8 2022-23 1 1 1 2 2 1 8
MAINTENANCE AND OPERATIONS			
5320	Training Expenses	Training/CEU's through SBMWD online services - 7 employees (based on renewals due in the next 18 months) at \$75 each (\$525)	
5330	Employee Reimbursements	Boot Allowance \$200 x 8 (\$1,600), SWRCB Certification Renewals - 4 employees due in FY 22/23 at \$105 ea. (\$420), 2 Employee Commercial Driver's License at \$82 ea. (\$164), College & Online Courses (\$100)	
5340	Uniform Rental and Cleaning	Employee uniform rentals + 2 new employees	
5350	Safety Clothing and Supplies	Safety gear for 2 new employees, Rain jackets for 2 employees (\$250), Welding safety supplies: gloves, jackets, hood lenses, respiratory masks (\$1000), Safety gear: gloves, hard hats, safety glasses (\$400), Rubber boots for 2 new employees (\$200)	
5370	Miscellaneous Expense	Miscellaneous expenses	
5455	Telephone	(5) Cellular phones	
6140	Maintenance Services	Maintain ongoing service contracts, remote toilets	
6410	Materials and Supplies	Materials to build and maintain Water Department facilities and infrastructure outside Capital Improvement Projects. Example: building supplies, concrete, block, lumber/forms, slag, gravel, irrigation, steel/metal fabrication, and new facility construction, plus the costs of materials are increasing annually (metals).	
6510	Small Tools and Equipment	To replace various degrading tools. New Drill Press for weld shop - current one is 20 years old and underperforms constantly slowing down production (\$3,000); Large impact sockets, wrenches and small hand tools for Truck No. 176 & 175 (\$2,500); Truck No. 150 new tool box (\$2,000); Welding lead reels to replace the ones on Truck No. 175 (\$4,000); Misc. unexpected for new 150 service truck (\$1,000)	
6520	Equipment Rental	Man lift for air towers, rollers for surfaces, and truck rental to replace Truck No. 181 and Tractor No. 1030 due to continuous break downs.	
6540	Equipment Repairs and Maintenance	Equipment repairs, welder, survey, locators, gate truck, misc.	
CAPITAL OUTLAY			
8010	Tools & Equipment	Air compressor for Operations & Distribution combined Weld shop to replace 30 year old equipment (parts are no longer available for outdated compressor) \$8,000	
8020	Autos & Trucks	(1ea.) F-350 Utility truck for WU Ops 3043 rollover from FY21-22 \$50,000 PO#42746	

Engineering

Section 3060

The Engineering Section provides services to customers and other Department functions for technical matters involving the City's water utility, sewer collection, and wastewater treatment infrastructures in four (4) major areas: Development Services, Capital Improvements, Construction Services, Geographical Information System (GIS) and Mapping Services. In support of new development and in-fill projects, the Engineering Section coordinates planning for new facilities as required by the Department's Rules and Regulations, administration of the Department's water, sewer, and treatment facility master plans, and maintenance of technical standards and drawings. The Engineering Section develops and implements the Department's Capital Improvement Program (CIP) throughout the design and construction phases, in coordination with the Public Works and other City Departments. The Engineering Section also maintains and enhances the Department's GIS system, which provides a wide variety of water and sewer system data in a geographic interface for the Department's field assets and facilities. The Engineering Section also provides a leadership role in updating the Urban Water Management Plan, providing conservation data to State regulators, responding to public information requests for water and sewer infrastructure, providing technical support for grant opportunities, and supporting matters associated with easements and other real property transactions.



Section 3060

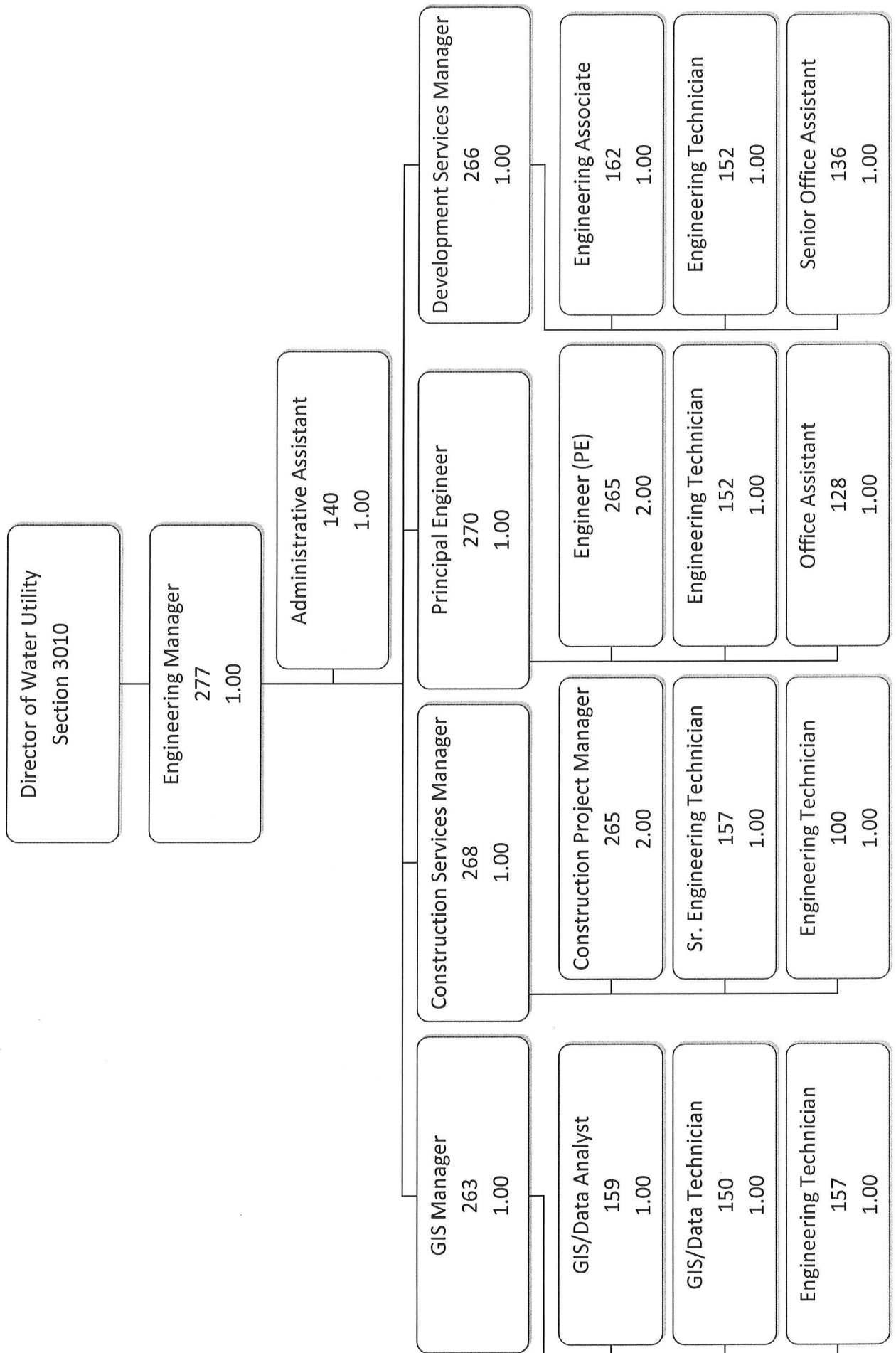
Accomplishments

- The CIP Design Services and Construction Services Groups completed the construction of two (2) existing projects; completed the design or planning of four (4) existing projects; initiated the construction of one (1) new project; initiated the design of four (4) new projects; managed the construction of three (3) on-going construction projects; and continued with the design of nine (9) existing projects.
- The Development Services Group processed 186 will-serve letters, 230 fire flow requests, 81 water service invoices, 180 sewer service invoices, 59 utility information requests, and 55 Public Records Act requests to date. In addition, the Development Services Group has processed 6 new Rule and Regulation No. 20 applications, coordinated 18 consultants performed plan checks, and performed 48 in-house plan checks. The Developer Portal has been completed and is ready for implementation.
- The GIS/Mapping Group completed 92 water and sewer tie-sheets, 102 water work orders, 80 water and sewer as-built drawings, and 88 Field Mapplet redlines. Staff continues to update GIS data daily; monitor and manage the content of the Water Utility Division website to include Engineering Standards, Engineering Reports, Plans, and Technical Specifications for both Water and Sewer Collection.

Objectives and Goals

- Substantial completion of the Rule 1110.2 Resultant project.
- Start construction of the first phase of the Water Facilities Relocation project.
- Complete a substantial portion of the Water Master Plan Update.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
WATER FUND
ENGINEERING - SECTION 3060



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ENGINEERING - SECTION 3060
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (40%)				
	Salaries				
100-3060-560-5110	SALARIES - FULL TIME	\$ 788,017	\$ 814,073	\$ 729,875	\$ 839,442
100-3060-560-5115	SALARIES - PART TIME	4,146	5,671	1,971	6,240
	Fringe Benefits				
100-3060-560-5205	PERS - EMPLOYER PAID	72,769	54,624	61,142	47,764
100-3060-560-5208	PERS - EMPLOYER PAID-UAL	148,424	162,883	215,204	186,822
100-3060-560-5215	DEFERRED COMP - EMPLOYER PAID	3,921	3,770	3,892	7,540
100-3060-560-5220	MEDICARE TAXES	11,121	11,886	10,284	12,262
100-3060-560-5230	GROUP MEDICAL INSURANCE	75,010	120,139	57,575	131,885
100-3060-560-5245	LIFE AND AD&D INSURANCE	368	398	321	395
	SUBTOTAL PERSONNEL	<u>1,103,777</u>	<u>1,173,444</u>	<u>1,080,264</u>	<u>1,232,351</u>
	MAINTENANCE AND OPERATIONS				
100-3060-560-5320	TRAINING EXPENSE	90	6,400	2,394	4,400
100-3060-560-5330	EMPLOYEE REIMBURSEMENTS	2,130	4,660	2,794	3,000
100-3060-560-5350	SAFETY CLOTHING AND SUPPLIES	1,821	500	230	500
100-3060-560-5370	MISCELLANEOUS EXPENSE	-	1,000	104	1,000
100-3060-560-5405	GENERAL OFFICE SUPPLIES	4,256	8,000	5,423	8,000
100-3060-560-5410	ENGINEERING DRAFTING SUPPLIES	6,760	6,000	1,731	5,000
100-3060-560-5415	COMPUTER SUPPLIES	606	750	326	800
100-3060-560-5420	PRINTED MATERIALS AND PRINTING	3,774	3,300	73	3,300
100-3060-560-5425	BOOKS AND PUBLICATIONS	-	500	-	-
100-3060-560-5435	OFFICE EQUIPMENT MAINTENANCE	6,206	8,700	10,385	10,800
100-3060-560-5455	TELEPHONE	10,995	13,400	15,292	11,900
100-3060-560-5465	MINOR OFFICE EQUIPMENT	816	-	-	-
100-3060-560-5470	COMPUTER EQUIPMENT	2,667	2,000	1,749	1,000
100-3060-560-5450	POSTAGE-EXPRESS DELIVERY	167	-	-	-
100-3060-560-5475	SOFTWARE	9,420	12,250	34,533	22,000
100-3060-560-5480	OFFICE FURNITURE	313	-	471	2,000
100-3060-560-5505	GIS SUPPORT SERVICES	-	50,000	-	250,000
100-3060-560-5525	OTHER PROFESSIONAL SERVICES	2,900	106,000	3,333	7,000
100-3060-560-5540	ENGINEERING SERVICES	60,413	150,000	42,375	182,000
100-3060-560-5542	PLAN CHECK, INSPECTION, AND HYDRAULIC ANALYSIS	160,157	400,000	127,474	200,000
100-3060-560-6210	PERMITS AND FEES	439	2,000	-	2,000
100-3060-560-6510	SMALL TOOLS & EQUIPMENT	-	-	324	-
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>273,931</u>	<u>775,460</u>	<u>249,011</u>	<u>714,700</u>
	OPERATING BUDGET - WATER	<u>1,377,708</u>	<u>1,948,904</u>	<u>1,329,275</u>	<u>1,947,051</u>

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
ENGINEERING - SECTION 3060
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (55%)				
	Salaries				
200-3060-560-5110	SALARIES - FULL TIME	269,352	305,277	253,607	1,154,233
200-3060-560-5115	SALARIES - PART TIME	1,555	2,127	739	8,580
400-3060-560-5110	SALARIES - FULL TIME	701,268	814,073	662,425	-
400-3060-560-5115	SALARIES - PART TIME	4,146	5,671	1,971	-
	Fringe Benefits				
200-3060-560-5205	PERS - EMPLOYER PAID	26,672	20,484	20,762	65,676
200-3060-560-5208	PERS - EMPLOYER PAID-UAL	55,659	61,081	80,701	256,880
200-3060-560-5215	DEFERRED COMP - EMPLOYER PAID	1,429	1,414	1,342	10,368
200-3060-560-5220	MEDICARE TAXES	3,790	4,457	3,562	16,861
200-3060-560-5230	GROUP MEDICAL INSURANCE	28,730	45,052	19,062	181,341
200-3060-560-5245	LIFE AND AD&D INSURANCE	138	148	113	544
400-3060-560-5205	PERS - EMPLOYER PAID	69,085	54,624	53,857	-
400-3060-560-5208	PERS - EMPLOYER PAID-UAL	148,424	162,883	215,204	-
400-3060-560-5215	DEFERRED COMP - EMPLOYER PAID	3,810	3,770	3,578	-
400-3060-560-5220	MEDICARE TAXES	9,856	11,886	9,284	-
400-3060-560-5230	GROUP MEDICAL INSURANCE	68,818	120,139	49,753	-
400-3060-560-5245	LIFE AND AD&D INSURANCE	342	395	279	-
	SUBTOTAL PERSONNEL	<u>1,393,073</u>	<u>1,613,481</u>	<u>1,376,239</u>	<u>1,694,482</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>1,393,073</u>	<u>1,613,481</u>	<u>1,376,239</u>	<u>1,694,482</u>
<u>RIX FUND</u>					
	PERSONNEL (5%)				
	Salaries				
300-3060-560-5110	SALARIES - FULL TIME	87,898	101,759	82,995	104,930
300-3060-560-5115	SALARIES - PART TIME	518	709	246	780
	Fringe Benefits				
300-3060-560-5205	PERS - EMPLOYER PAID	8,664	6,828	6,752	5,971
300-3060-560-5208	PERS - EMPLOYER PAID-UAL	18,554	20,360	26,900	23,353
300-3060-560-5215	DEFERRED COMP - EMPLOYER PAID	477	471	447	943
300-3060-560-5220	MEDICARE TAXES	1,236	1,486	1,163	1,533
300-3060-560-5230	GROUP MEDICAL INSURANCE	8,710	15,017	6,234	16,486
300-3060-560-5245	LIFE AND AD&D INSURANCE	44	49	36	49
	SUBTOTAL PERSONNEL	<u>126,100</u>	<u>146,679</u>	<u>124,773</u>	<u>154,044</u>
	OPERATING BUDGET - RIX	<u>126,100</u>	<u>146,679</u>	<u>124,773</u>	<u>154,044</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>2,896,881</u>	<u>3,709,064</u>	<u>2,830,287</u>	<u>3,795,576</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY ITEMS				
	NONE IN THIS BUDGET	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 2,896,881</u>	<u>\$ 3,709,064</u>	<u>\$ 2,830,287</u>	<u>\$ 3,795,576</u>

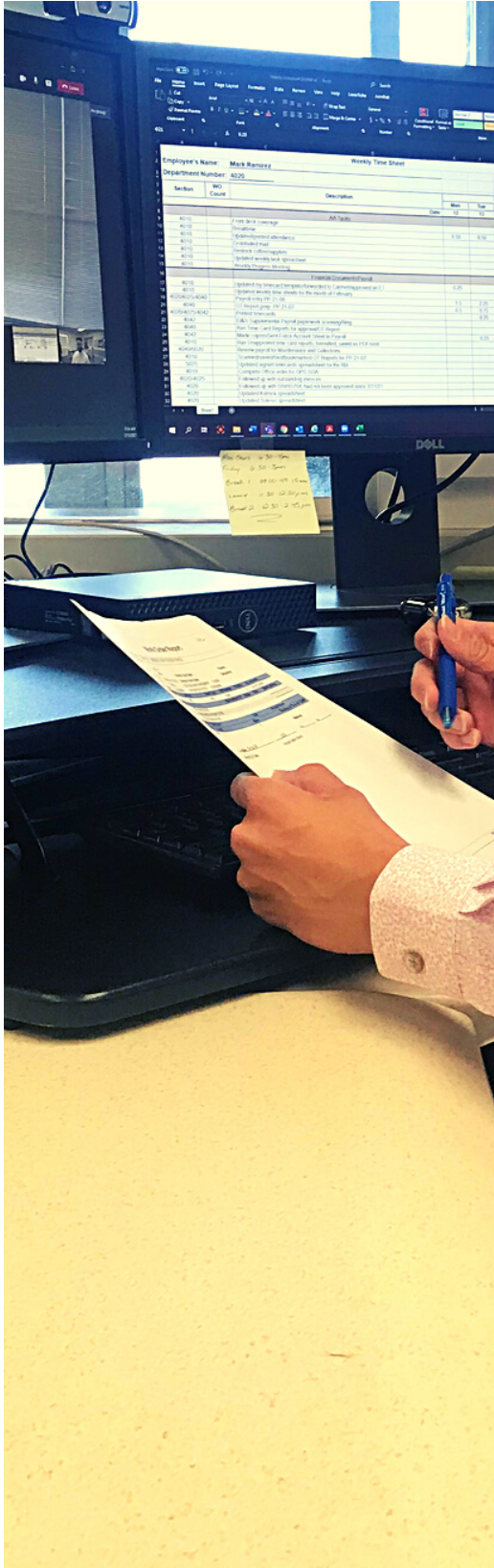
FUND	DIVISION	SECTION	NUMBER		
Water	Water Utility	Engineering	3060		
DESCRIPTION:					
This section prepares engineering drawings related to system design using ARC/CAD to complete various engineering drawings, including SBMWD standard drawings. This section performs construction administration and inspection for CIP projects, and performs coordination for new development infrastructure. This section also administers the Geographic Information System and Groundwater Information Database.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Engineering Manager	1	1	1
		Principal Engineer	1	1	1
		Construction Services Manager	1	1	1
		Development Services Manager	1	1	1
		GIS Manager	1	1	1
		Construction Project Manager	2	2	2
		Engineering Associate	1	1	1
		Engineer	2	2	2
		GIS Database Analyst	1	1	1
		GIS Database Technician	1	1	1
		Senior Engineering Technician	0	1	1
		Engineering Technician	5	4	4
		Administrative Assistant	1	1	1
		Senior Office Assistant	2	2	2
			20	20	20
5115	Salaries - Part Time	Student Intern	1	1	1
			1	1	1
MAINTENANCE AND OPERATIONS					
5320	Training Expense	(4) Target Solution Enrollment ; (3) ESRI Conference; Time Mgmt. Training			
5330	Employee Reimbursements	(1) Tuition Reimbursement; Education/Seminar reimbursements; PE Renewals; Boot Allowance; Certification reimbursements			
5350	Safety Clothing/Supplies	Replacement hard hats, safety vests, and gloves			
5370	Miscellaneous Expense	Miscellaneous expenses			
5405	General Office Supplies	General office supplies (Stapler, paper clips, pens, pencils, mechanical pencils, refills, etc.)			
5410	Engineering Drafting Supplies	Plotter Paper, Plotter Toner, Toner Cartridges for LaserJet Printer			
5415	Computer Supplies	Surge Protectors, power cords, keyboard and mouse replacements			
5420	Printed Materials	Large Format Maps, Water Atlas, and Misc. Scanned Maps			
5435	Office Equipment Maintenance	Copier, Plotter, and Large Scanner maintenance			
5455	Telephone	(15) Smart Phones, (2) Verizon Jetpacks, (1) Dell Line and (9) Upgrades			
5470	Computer Equipment	Printer or PC for new staff			
5475	Software	Includes aerial image subscription; InfoSWMM Pro sewer modeling upgrade			
5505	GIS Support Services	GIS Data Migration (\$200,000); GIS system maintenance (\$50,000)			
5525	Other Professional Services	Water audit consultant services			
5540	Engineering Services - Dept.	Engineering and Construction Management support (including potholing, real property services, hydraulic analysis, plant maps); SBMWD Well Siting Study			
5542	Plan Check/Inspection/Hydraulic Analyses	Revenue from Developer paid services will offset expenditures (Plan Check and Inspection Services)			
6210	Permits and Fees	County or City permit fees; fees from other public utilities for plan review or other services			
CAPITAL OUTLAY					
None requested.					

Water Reclamation



Section 4010

The Water Reclamation Administration Section is responsible for providing the administrative support and oversight of all Sections within the Water Reclamation Division: Administration; Operations; Maintenance; Electrical Instrumentation, Bio Solids Processing, and SCADA; RIX Facility; and Sewer Collections. Staff is responsible for ensuring the other Sections maintain compliance with the methods and procedures for the pretreatment protection, collection, treatment, and processing of wastewater to conform to federal, state, and local requirements. Staff is also responsible for performing the varied levels of administrative support tasks, including complex and paraprofessional technical support functions.



Section 4010

Accomplishments

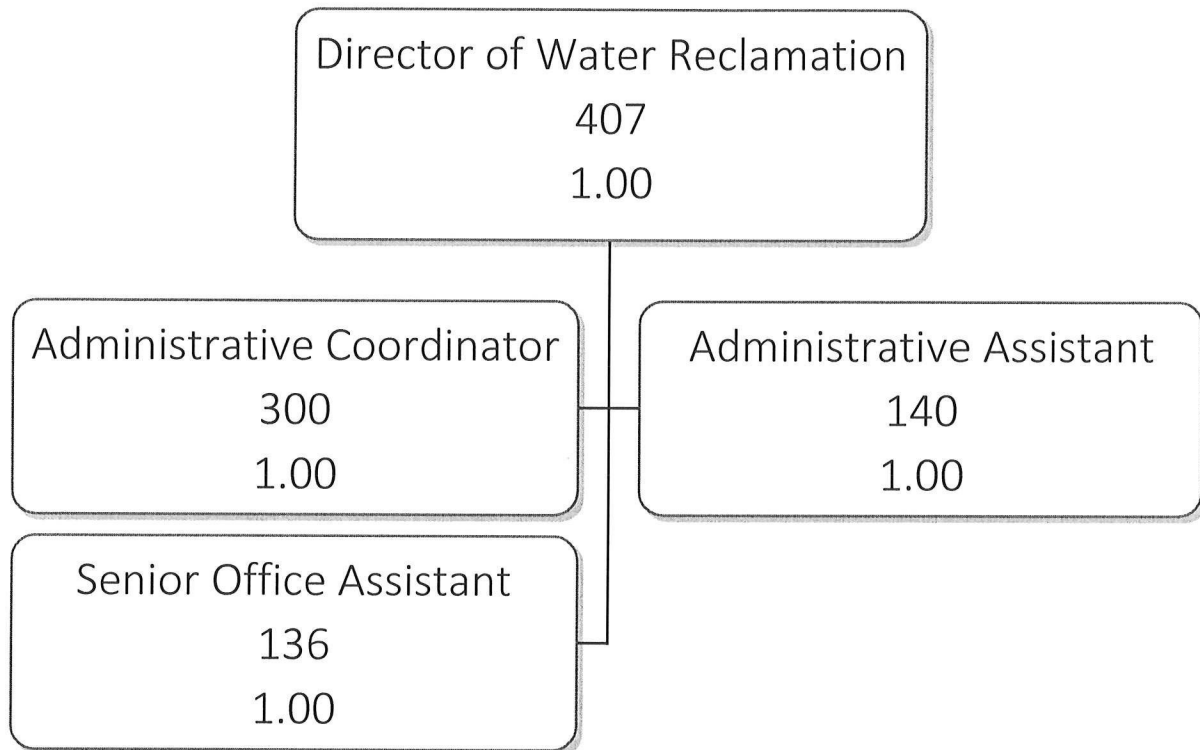
The Water Reclamation Administration Section accomplished the following goals in the Fiscal Year 2021-2022:

- Provided ongoing support to ensure full functionality of the Water Reclamation Collections and Treatment systems during a pandemic.
- Ensured effective progress on the Department's Strategic Plan and the Digester Gas Beneficial Use Program.
- Assisted an average of 435 contractors and guests per month and processed an average of 950 work orders.
- Completed all administrative reports and maintained all filing requirements.

Objectives and Goals

- Continue to maintain full functionality and compliance of the Water Reclamation Collections and Treatment systems.
- Continue effective progress on the Department's Strategic Plan.
- Complete the implementation of the WRP Master Plan.
- Continue implementation of effective performance management strategies.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
WATER RECLAMATION ADMINISTRATION - SECTION 4010



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
WATER RECLAMATION ADMINISTRATION - SECTION 4010
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (95%)				
	Salaries				
200-4010-560-5110	SALARIES - FULL TIME	\$ 237,585	\$ 264,232	\$ 232,101	\$ 403,715
200-4010-560-5120	SALARIES - OVERTIME	269	-	-	-
400-4010-560-5110	SALARIES - FULL TIME	129,294	154,135	121,060	-
400-4010-560-5120	SALARIES - OVERTIME	157	-	-	-
	Fringe Benefits				
200-4010-560-5205	PERS - EMPLOYER PAID	23,893	17,730	18,844	22,971
200-4010-560-5208	PERS - EMPLOYER PAID-UAL	47,604	52,869	69,850	89,849
200-4010-560-5215	DEFERRED COMP-EMPLOYER PAID	1,111	1,560	1,136	3,705
200-4010-560-5220	MEDICARE TAXES	3,412	3,831	3,362	5,854
200-4010-560-5230	GROUP MEDICAL INSURANCE	37,259	41,391	33,592	51,816
200-4010-560-5245	LIFE AND AD&D INSURANCE	135	165	111	207
200-4010-560-5250	UNEMPLOYMENT BENEFITS	2,251	-	-	-
400-4010-560-5205	PERS - EMPLOYER PAID	13,938	10,342	10,021	-
400-4010-560-5208	PERS - EMPLOYER PAID-UAL	27,769	30,840	40,746	-
400-4010-560-5215	DEFERRED COMP-EMPLOYER PAID	648	910	663	-
400-4010-560-5220	MEDICARE TAXES	1,856	2,235	1,749	-
400-4010-560-5230	GROUP MEDICAL INSURANCE	21,735	24,145	15,576	-
400-4010-560-5245	LIFE AND AD&D INSURANCE	78	96	46	-
	SUBTOTAL PERSONNEL	<u>548,993</u>	<u>604,481</u>	<u>548,857</u>	<u>578,118</u>
	MAINTENANCE AND OPERATIONS				
200-4010-560-5310	TRAVEL & CONVENTION	885	1,050	-	1,300
200-4010-560-5320	TRAINING EXPENSE	-	560	-	560
200-4010-560-5330	EMPLOYEE REIMBURSEMENTS	320	770	230	180
200-4010-560-5350	SAFETY CLOTHING AND SUPPLIES	290	1,000	324	500
200-4010-560-5370	MISCELLANEOUS EXPENSE	276	-	158	-
200-4010-560-5380	MEMBERSHIP AND DUES	180	400	-	-
200-4010-560-5405	GENERAL OFFICE SUPPLIES	822	3,000	2,433	3,500
200-4010-560-5420	PRINTED MATERIALS AND PRINTING	-	160	230	160
200-4010-560-5425	BOOKS & PUBLICATIONS	200	-	-	500
200-4010-560-5430	SUBSCRIPTIONS	-	200	266	200
200-4010-560-5435	OFFICE EQUIPMENT MAINTENANCE	4,464	4,200	5,297	4,200
200-4010-560-5455	TELEPHONE	10,161	10,000	9,645	10,283
200-4010-560-5465	MINOR OFFICE EQUIPMENT	-	-	-	1,000
200-4010-560-5470	COMPUTER EQUIPMENT	-	-	2,117	-
200-4010-560-5475	SOFTWARE	2,985	3,000	911	2,000
200-4010-560-6310	ELECTRIC	(117)	-	-	-
200-4010-560-6510	SMALL TOOLS AND EQUIPMENT	1,048	2,000	-	1,250
200-4010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (95%)	(8,367)	(10,536)	(1,081)	(1,282)
400-4010-560-5330	EMPLOYEE REIMBURSEMENTS	187	-	-	-
400-4010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (0%)	7,321	9,219	-	-
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>20,655</u>	<u>25,023</u>	<u>20,530</u>	<u>24,351</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>569,648</u>	<u>629,504</u>	<u>569,387</u>	<u>602,469</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
WATER RECLAMATION ADMINISTRATION - SECTION 4010
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (5%)				
	Salaries				
300-4010-560-5110	SALARIES - FULL TIME	18,470	22,019	17,294	21,248
300-4010-560-5120	SALARIES - OVERTIME	22	-	-	-
	Fringe Benefits				
300-4010-560-5205	PERS - EMPLOYER PAID	1,991	1,477	1,431	1,209
300-4010-560-5208	PERS - EMPLOYER PAID-UAL	3,967	4,406	5,820	4,729
300-4010-560-5215	DEFERRED COMP-EMPLOYER PAID	92	130	94	195
300-4010-560-5220	MEDICARE TAXES	265	319	249	308
300-4010-560-5230	GROUP MEDICAL INSURANCE	3,105	3,449	2,225	2,727
300-4010-560-5245	LIFE AND AD&D INSURANCE	11	14	6	11
	SUBTOTAL PERSONNEL	<u>27,924</u>	<u>31,814</u>	<u>27,119</u>	<u>30,427</u>
300-4010-560-5330	EMPLOYEE REIMBURSEMENTS	27	-	7	-
300-4010-560-7900	ALLOCATION FROM/(TO) OTHER FUNDS (5%)	1,046	1,317	1,081	1,282
	OPERATING BUDGET - RIX	<u>28,997</u>	<u>33,131</u>	<u>28,207</u>	<u>31,709</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>598,645</u>	<u>662,635</u>	<u>597,594</u>	<u>634,178</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 598,645</u>	<u>\$ 662,635</u>	<u>\$ 597,594</u>	<u>\$ 634,178</u>

FUND	DIVISION	SECTION	NUMBER			
Sewer Treatment	Water Reclamation	Administration	4010			
DESCRIPTION:						
The Director of Water Reclamation is responsible for day-to-day operations of sewer facilities. These include the wastewater collection system, the plant at 399 Chandler Place, and the Rapid Infiltration/Extraction facility located at 1990 Agua Mansa Road in Colton.						
PERSONNEL						
5110	Salaries - Full Time	POSITION	2020-21	2021-2022	2022-23	
		Director Water Reclamation	1	1	1	
		Administrative Coordinator	1	1	1	
		Construction Project Manager	1	1	0	
		Administrative Assistant	1	1	1	
		Senior Office Assistant	1	1	1	
		Office Assistant	1	1	0	
			6	6	4	
		MAINTENANCE AND OPERATIONS				
5310	Travel & Convention	CASA Conference				
5320	Training Expense	Employee training seminars and workshops (HR; Professional Need)				
5330	Employee Reimbursements	PE License, D1 & T1 Certifications				
5350	Safety Clothing and Supplies	Personal Protective Equipment				
5370	Miscellaneous Expense	Miscellaneous expenses				
5380	Membership & Dues	CWEA/WEF Membership				
5405	General Office Supplies	General office supplies				
5420	Printed Materials	Business cards, specialty documents				
5430	Subscriptions	Manager Tools subscription				
5435	Office Equipment Maintenance	Copier maintenance and repairs (Mail Room Copier Bizhub C652)				
5455	Telephone	(2) Smartphones; (1) iPad; (1) Satellite Phone; (1) Jetpack; Other hard lines				
5475	Software	Airtable Software				
6510	Small Tools and Equipment	Miscellaneous tools and equipment				
CAPITAL OUTLAY						
None in this Budget						

Operations

Section 6020

The Sewer Collections Section (SC Section) is responsible for maintaining 493 miles of Sanitary Sewer Collections System (SSCS) in the San Bernardino Municipal Water Department's service area. The following are typical services provided by the SC Section:

- Maximize the safe and efficient operation of the SSCS through a balanced effective and efficient preventive maintenance program.
- Conduct routine condition assessment activities to monitor both the physical and hydraulic condition of the SSCS.
- Prioritize repairs, rehabilitation, replacement, and upgrade of sewer infrastructure as/when needed.
- Provide excellent Customer Service and ensure that all staff is well trained to handle sewer emergencies.
- Minimize the quantity and impacts of Sanitary Sewer Overflows (SSOs) that may occur with an emphasis on protecting public health and the environment.



Section 6020

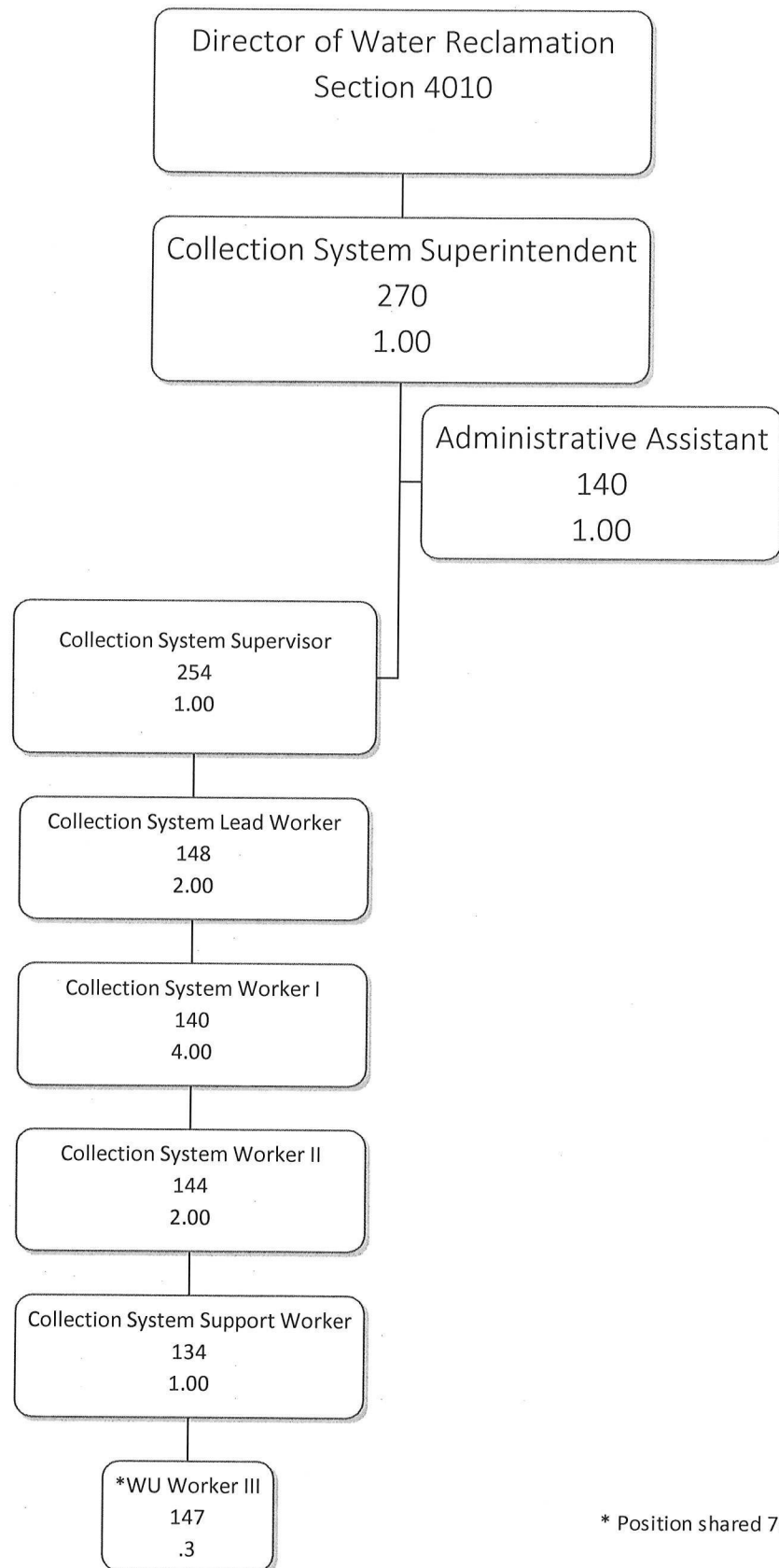
Accomplishments

- 33 repairs to the SCSS were conducted and completed, allowing for non-obstructed flow and assisting with the reduction of SSOs.
- The Collections team responded to 113 Customer Service Requests (CSRs). CSRs consisted of jet cleaning the sewer mains, sewer main repairs, and CCTV of sewer mains that help reduce the number of SSOs and Private Lateral Sewer Discharges.

Objectives and Goals

- In collaboration with Water Utility, implement a “Facilities Locate” program which will help identify collections system underground assets and assist with damage prevention.
- Implement a sewer collections “System Inspection” program which will assist in the optimization of the existing Preventive Maintenance program through an assessment of all Collections System assets and system flow operation.
- Through a balanced system management approach, reduce SSOs by 30 %.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER COLLECTION FUND
OPERATIONS - SECTION 6020



* Position shared 70% with Section 3023

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER COLLECTION FUND
OPERATIONS - SECTION 6020
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER COLLECTION FUND</u>					
	PERSONNEL (100%)				
	Salaries				
400-6020-545-5110	SALARIES - FULL TIME	\$ 739,514	\$ 848,785	\$ 690,335	\$ 938,938
400-6020-545-5120	SALARIES - OVERTIME	28,357	25,000	15,910	25,000
400-6020-545-5125	ON CALL / STANDBY PAY	61,052	55,000	72,450	55,000
	Fringe Benefits				
400-6020-545-5205	PERS - EMPLOYER PAID	71,792	56,953	57,835	53,426
400-6020-545-5208	PERS - EMPLOYER PAID-UAL	153,177	169,828	224,380	208,965
400-6020-545-5215	DEFERRED COMP-EMPLOYER PAID	2,101	4,550	2,615	9,750
400-6020-545-5220	MEDICARE TAXES	11,970	12,307	11,286	13,615
400-6020-545-5230	GROUP MEDICAL INSURANCE	112,378	151,362	115,315	180,255
400-6020-545-5245	LIFE AND AD&D INSURANCE	459	546	405	589
400-6020-545-5250	UNEMPLOYMENT BENEFITS	1,595	-	-	-
	SUBTOTAL PERSONNEL	<u>1,182,396</u>	<u>1,324,331</u>	<u>1,190,531</u>	<u>1,485,538</u>
	MAINTENANCE AND OPERATIONS				
400-6020-545-5320	TRAINING EXPENSE	-	3,700	-	5,000
400-6020-545-5330	EMPLOYEE REIMBURSEMENTS	315	1,947	256	918
400-6020-545-5340	UNIFORM RENTAL AND CLEANING	3,362	3,085	2,425	3,240
400-6020-545-5350	SAFETY CLOTHING AND SUPPLIES	5,602	6,900	2,951	6,500
400-6020-545-5370	MISCELLANEOUS EXPENSE	84	-	135	-
400-6020-545-5380	MEMBERSHIP & DUES	3,098	1,920	1,796	1,728
400-6020-545-5405	GENERAL OFFICE SUPPLIES	585	2,000	251	1,500
400-6020-545-5420	PRINTED MATERIALS AND PRINTING	-	1,000	239	500
400-6020-545-5455	TELEPHONE	3,652	6,635	5,433	6,000
400-6020-545-5470	COMPUTER EQUIPMENT	-	5,000	87	-
400-6020-545-5510	CONSULTING SERVICES	-	-	-	350,000
400-6020-545-5525	OTHER PROFESSIONAL SVCS	-	1,000	333	-
400-6020-545-6140	MAINTENANCE SERVICES	137,644	201,865	23,189	200,000
400-6020-545-6210	PERMITS & FEES	27,662	-	(934)	-
400-6020-545-6370	UTILITIES - WATER	2,644	6,000	2,616	6,300
400-6020-545-6410	MATERIALS AND SUPPLIES	49,035	59,000	96,806	50,000
400-6020-545-6510	SMALL TOOLS AND EQUIPMENT	9,354	8,000	7,736	5,000
400-6020-545-6520	EQUIPMENT RENTAL	18,781	26,000	-	-
400-6020-545-6530	FUEL AND LUBRICANTS	47,412	63,600	40,815	70,000
400-6020-545-6540	EQUIPMENT REPAIRS AND MAINTENANCE	93,516	107,200	50,183	128,400
400-6020-545-6860	OTHER CHEMICALS	-	1,100	-	1,155
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>402,746</u>	<u>505,952</u>	<u>234,317</u>	<u>836,241</u>
	OPERATING BUDGET - SEWER COLLECTION	<u>1,585,142</u>	<u>1,830,283</u>	<u>1,424,848</u>	<u>2,321,779</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER COLLECTION FUND
OPERATIONS - SECTION 6020
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>CAPITAL PROJECT</u>					
	CAPITAL OUTLAY ITEMS				
400-6020-580-8020	AUTOS & TRUCKS	549,120	-	-	-
	SUBTOTAL TOTAL CAPITAL OUTLAY	549,120	-	-	-
	TOTAL BUDGET	<u>\$ 2,134,262</u>	<u>\$ 1,830,283</u>	<u>\$ 1,424,848</u>	<u>\$ 2,321,779</u>

FUND	DIVISION	SECTION	NUMBER		
Sewer Collection	Water Reclamation	Sewer Collection	6020		
DESCRIPTION:					
This section provides operation, maintenance, and repair services to the Department's wastewater collection system, approximately 493 miles of sewer mains ranging from 4-inches to 54-inches in diameter, and over 8,000 manholes. Activities are regulated by California's Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Water Quality Order No. 2006-0003.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Collection System Superintendent	1	1	1
		Collection System Supervisor	1	1	1
		Collection System Lead Worker	2	2	2
		Collection System Worker II	4	4	2
		Collection System Worker I	2	2	4
		Collection System Support Worker	1	1	1
		Administrative Assistant	1	1	1
		WU Worker III	0	0	1
			12	12	13
MAINTENANCE AND OPERATIONS					
5320	Training Expense	Industry-related training necessary for staff development and contact hours for certificates			
5330	Employee Reimbursements	CDL and Tuition reimbursements			
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, and replacement			
5350	Safety Clothing and Supplies	Safety equipment inventory for the personal protective equipment and disaster response equipment			
5370	Miscellaneous Expense	Miscellaneous expenses			
5380	Membership & Dues	Certifications and reimbursements (3) Grade I, (4) Grade II, (2) Grade IV)			
5405	General Office Supplies	General office supplies			
5420	Printed Materials	Printing of door hangers, informational items and equipment status tags			
5455	Telephone	(7) Smartphones; (7) Laptop; (3) Hotspots			
5470	Computer Equipment	Miscellaneous computer related equipment			
5525	Professional Services	Job recruitment efforts			
6140	Maintenance Services	Primary collection system maintenance / CCTV Inspection & Root Control			
6370	Utilities - Water	Hydrant water for service cleaning.			
6410	Materials and Supplies	Supplies such as sewer cleaning hose, nozzles, tools and accessories.			
6510	Small Tools and Equipment	Tools and equipment under \$5,000 small hand tools, metal detectors			
6530	Fuel and Lubricants	Fuel and oil for operation of division			
6540	Equipment Repairs and Maintenance	Outside repair service, small parts, tires, etc.			
6860	Other Chemicals	Disinfectant for use at SSOs or PLSDs			
CAPITAL OUTLAY					
8020	Autos and Trucks	Replacement CCTV camera			

Lift Station Maintenance

Section 6030

The Sewer Lift Station Maintenance Section handles the maintenance and repairs of the 12 small Lift Stations located throughout the City of San Bernardino. The Lift Stations were transferred to the Water Department in 2017 and had been previously neglected due to a lack of financial support. Since being taken over by the Water Reclamation Maintenance Section the Lift Stations have undergone multiple improvements to increase safety and reliability. The typical equipment found within a lift station includes pumps, motors, valves, electrical equipment, and piping. The Lift Station Maintenance Section is responsible for this equipment.



Section 6030

Accomplishments

- This year Maintenance completed the rehabilitation of the Pine Lift Station building. This included a new roof and doors along with a paint job, and replacing the propane cage.
- Valley Truck was successfully replaced by a developer. The Department was heavily involved in the process and the outcome was a reliable station that is visually appealing.
- Throughout the year there have been multiple safety improvements made to the lift stations. These improvements include new vault lids with built-in fall arrest, D-rings for fall arrest, new ladders, and fencing.

Objectives and Goals

- This coming fiscal year we intend to complete the rehabilitation of the Macy Lift Station building.
- New stairs will be installed at the Colton Lift Station which will be much safer for staff.
- We intend on installing a fixed gantry crane in the basement of the Colton Lift Station to facilitate pulling the pumps.
- We will continue the design and eventual construction efforts of the Meridian Lift Station Replacement Project.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER COLLECTION FUND
LIFT STATION MAINTENANCE - SECTION 6030

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER COLLECTION FUND
LIFT STATION MAINTENANCE - SECTION 6030
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER COLLECTION FUND</u>					
MAINTENANCE AND OPERATIONS					
400-6030-545-5350	SAFETY CLOTHING AND SUPPLIES	\$ 560	\$ 3,000	\$ -	\$ 3,000
400-6030-545-5455	TELEPHONE	285	7,584	247	12,000
400-6030-545-6140	MAINTENANCE SERVICES	7,100	10,000	6,491	15,000
400-6030-545-6310	UTILITIES - ELECTRIC	22,736	22,440	23,636	25,860
400-6030-545-6370	UTILITIES - WATER	-	180	-	180
400-6030-545-6410	MATERIALS AND SUPPLIES	5,490	10,000	7,215	10,000
400-6030-545-6510	SMALL TOOLS AND EQUIPMENT	682	5,000	267	5,000
400-6030-545-6520	EQUIPMENT RENTAL	1,493	5,000	-	5,000
400-6030-545-6530	FUEL AND LUBRICANTS	2,175	3,500	966	3,500
400-6030-545-6535	EQUIPMENT PARTS AND SUPPLIES	10,015	15,000	216	15,000
400-6030-545-6540	EQUIPMENT REPAIRS AND MAINTENANCE	4,800	10,000	-	10,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	55,335	91,704	39,038	104,540
	OPERATING BUDGET - SEWER COLLECTION	55,335	91,704	39,038	104,540
<u>CAPITAL PROJECT</u>					
CAPITAL OUTLAY ITEMS					
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL TOTAL CAPITAL OUTLAY	-	-	-	-
	TOTAL BUDGET	\$ 55,335	\$ 91,704	\$ 39,038	\$ 104,540

FUND	DIVISION	SECTION	NUMBER
Sewer Collection	Water Reclamation	Sewer Collection	6030
DESCRIPTION:			
This section provides operation, maintenance, and repair services to the Department's 12 Lift Stations located throughout the cities boundaries.			
PERSONNEL			
		There is no staff budgeted for this Section	
MAINTENANCE AND OPERATIONS			
5350	Safety Clothing and Supplies	Safety equipment inventory for the personal protective equipment and an emergency eyewash for the Lift Station Pump Truck	
5370	Miscellaneous Expense	Miscellaneous expenses	
5455	Telephone	(1) Smartphone; (12) Auto dialer land lines	
6140	Maintenance Services	Contracted repairs/maintenance for the Lift Stations	
6160	Facilities Maintenance	Maintenance of the grounds, buildings, and structures	
6310	Utilities - Electric	Electric Utilities for the Lift Stations	
6370	Utilities - Water	Water at Pine Lift Station	
6410	Materials and Supplies	General supplies consumed performing maintenance & repair of Lift Stations, not equipment specific parts	
6510	Small Tools and Equipment	Tools and equipment under \$5,000; not consumed by use; life > 1 year	
6520	Equipment Rental	Rental equipment for maintenance, construction & repairs when Department equipment is not suitable or available.	
6530	Fuel and Lubricants	Fuel and oil for operation of section and rental equipment	
6535	Equipment Parts and Supplies	Parts used to repair equipment; not general supplies or consumables; parts directly related to equipment	
6540	Equipment Repairs and Maintenance	Outside repair service; machining; specialty repairs	
CAPITAL OUTLAY			
None			

Water Reclamation Operations

Section 4020



The Operations Section monitors and operates the Water Reclamation Plant (WRP) at the downstream end of the San Bernardino Municipal Water Department's sanitary sewer collection system. The WRP currently provides quality wastewater treatment services to approximately 357,200 residents of the City of San Bernardino, City of Loma Linda, East Valley, and unincorporated San Bernardino County areas.

The WRP is staffed continuously by State certified operators to ensure permit compliance and maintain an efficient operation. The WRP is rated to treat up to 33 million gallons per day (MGD) of untreated wastewater to Secondary Effluent limits. The WRP currently receives an average daily influent flow of 21.74 MGD which enters the facility through three lift stations: Arrowhead, E. Street, and East. The WRP is comprised of the following processes:

- Preliminary Treatment (three automated bar-screens and one manual to remove trash and debris and three aerated grit chambers to remove inert material from the sewage flow).
- Primary Treatment (three primary clarifiers to remove settleable solids which are pumped to the anaerobic digesters for further treatment).
- Secondary Treatment (consisting of a series of aeration basins to provide biological treatment to stabilize and break down the organics and promote nutrient removal, secondary clarifiers for solids removal).
- Solids Treatment (four anaerobic digesters to stabilize and break down the volatility of the biosolids and two centrifuges for sludge dewatering).

Section 4020

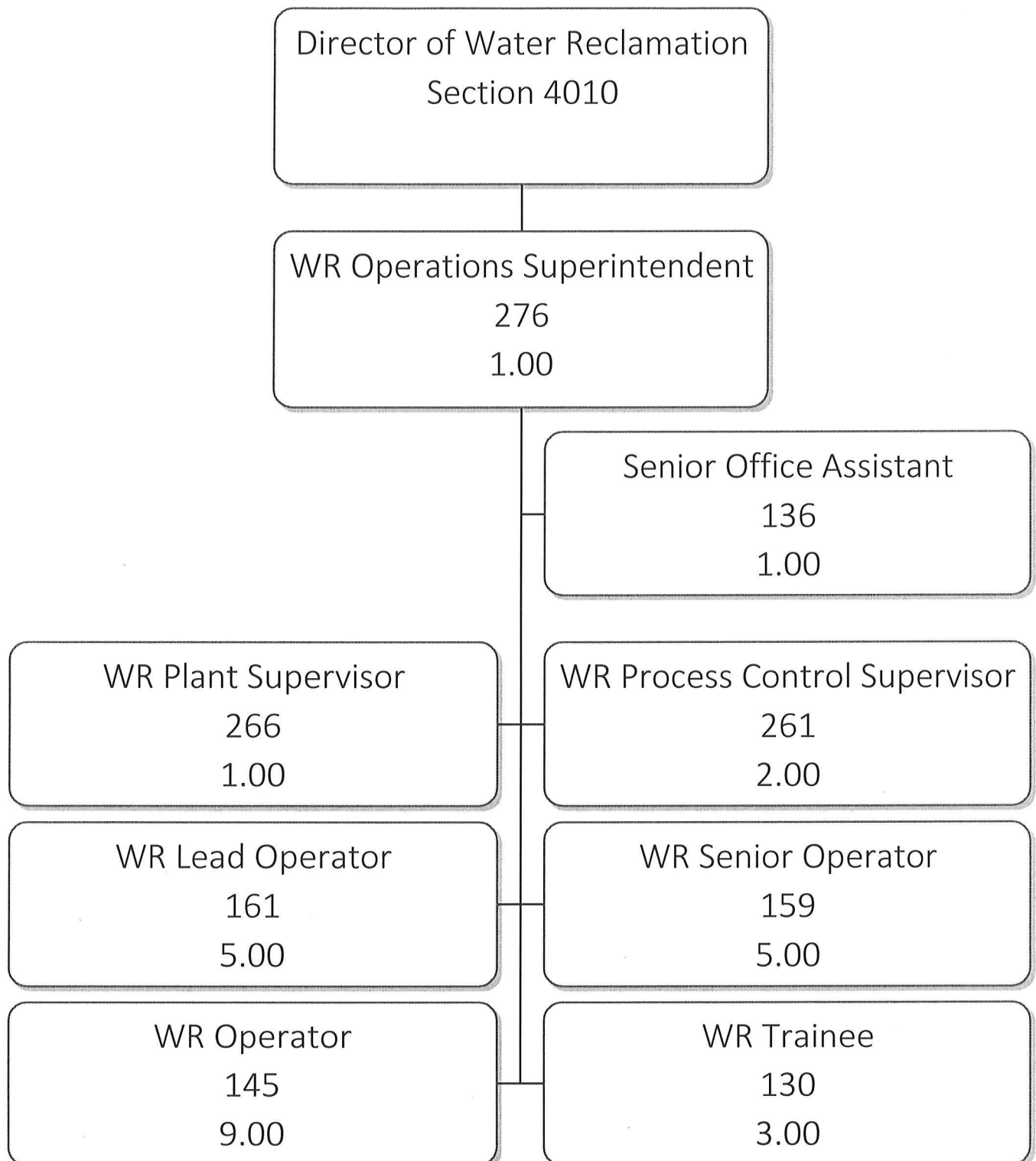
Accomplishments

- WRP treated a total of 7,847.91 million gallons for the calendar year 2021, average daily flow of 21.50 MGD, and experienced zero discharge violations.
- Completed replacement of diffuser membranes and repairs on Unit 2 aeration system.
- Implemented Ammonia Based Aeration Control (ABAC) for the Secondary Aeration system in July 2021. This resulted in a 20% reduction of Total Inorganic Nitrogen in the final effluent, improved efficiency of the blower operation, and lowered electrical demand for the process.
- Provided ongoing support for the DGBU Program-related projects, Clean Water Factory, and Electrical Infrastructure Projects.
- Commenced with the Chemically Enhanced Primary Treatment pilot testing, which entails the addition of a coagulant at Headworks to enhance the suspended solids and Biochemical Oxygen Demand removal at the Primary Clarifiers. Increased BOD removal in Primary System to 56%.
- WRP generated 24,490 tons of Class B Biosolids at an average cake solids percentage of 24%. Reduced volume of Biosolid production by 1,131 wet tons, resulting in savings of \$50,900.
- Implemented a rotation schedule for plant equipment and processes to ensure a more equalized run time for process equipment.

Objectives and Goals

- Refurbish the diffuser components on the aeration system on Unit 2 North and South to provide a uniform air distribution throughout the aeration tanks.
- Actively participate and develop sound operational parameters to meet the changing regulatory environment. Continue to work with process engineers and contractors to ensure the WRP projects outcomes meet the needs for an efficient operation.
- Install a new polymer feed system for the Centrifuge operation to optimize performance.
- Enhance Aeration Blower operation through utilization of Ammonia Based Aeration Control. Reduce Total Inorganic Nitrogen concentrations in the final effluent and reduce electrical demand for blower operation.
- Installation of a new mixing system in the anoxic tanks on the Nitrogen Removal Carrousel to enhance the nitrogen removal process.
- Support the Engineering staff on the Digester B replacement project and the Tertiary Treatment System.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
OPERATIONS - SECTION 4020



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
OPERATIONS - SECTION 4020
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (95%)				
	Salaries				
200-4020-540-5110	SALARIES - FULL TIME	\$ 1,449,022	\$ 1,933,630	\$ 1,376,388	\$ 2,214,721
200-4020-540-5120	SALARIES - OVERTIME	66,836	42,500	60,081	47,500
400-4020-540-5110	SALARIES - FULL TIME	170,371	227,486	161,784	-
400-4020-540-5120	SALARIES - OVERTIME	7,863	5,000	7,068	-
	Fringe Benefits				
200-4020-540-5205	PERS - EMPLOYER PAID	149,952	129,747	126,215	126,018
200-4020-540-5208	PERS - EMPLOYER PAID-UAL	341,774	386,888	511,164	492,897
200-4020-540-5215	DEFERRED COMP-EMPLOYER PAID	3,952	8,564	2,658	19,143
200-4020-540-5220	MEDICARE TAXES	21,738	28,038	20,692	32,113
200-4020-540-5230	GROUP MEDICAL INSURANCE	214,987	352,179	188,118	435,443
200-4020-540-5245	LIFE AND AD&D INSURANCE	795	1,038	692	1,161
200-4020-540-5250	UNEMPLOYMENT BENEFITS	414	-	579	-
400-4020-540-5205	PERS - EMPLOYER PAID	17,640	15,264	14,847	-
400-4020-540-5208	PERS - EMPLOYER PAID-UAL	40,209	45,516	60,137	-
400-4020-540-5215	DEFERRED COMP-EMPLOYER PAID	465	1,008	312	-
400-4020-540-5220	MEDICARE TAXES	2,556	3,299	2,432	-
400-4020-540-5230	GROUP MEDICAL INSURANCE	25,581	41,433	22,131	-
400-4020-540-5245	LIFE AND AD&D INSURANCE	93	122	81	-
	SUBTOTAL PERSONNEL	<u>2,514,248</u>	<u>3,221,712</u>	<u>2,555,379</u>	<u>3,368,995</u>
	MAINTENANCE AND OPERATIONS				
200-4020-540-5320	TRAINING EXPENSE	125	2,490	979	2,100
200-4020-540-5330	EMPLOYEE REIMBURSEMENTS	980	3,150	1,353	3,000
200-4020-540-5340	UNIFORM RENTAL AND CLEANING	9,068	8,060	5,597	9,000
200-4020-540-5350	SAFETY CLOTHING AND SUPPLIES	14,501	20,000	11,227	18,000
200-4020-540-5380	MEMBERSHIP AND DUES	-	811	166	800
200-4020-540-5405	GENERAL OFFICE SUPPLIES	606	1,200	1,611	1,200
200-4020-540-5435	OFFICE EQUIPMENT MAINTENANCE	2,310	2,760	2,140	2,760
200-4020-540-5450	POSTAGE-EXPRESS DELIVERY	1,590	2,000	-	1,200
200-4020-540-5455	TELEPHONE	2,266	2,040	539	3,300
200-4020-540-5465	OFFICE EQUIPMENT	432	600	3,855	800
200-4020-540-5470	COMPUTER EQUIPMENT	-	9,800	1,446	8,000
200-4020-540-5475	SOFTWARE	167	-	-	-
200-4020-540-5480	OFFICE FURNITURE	95	400	-	-
200-4020-540-5550	SOFTWARE SUPPORT SERVICE	-	2,500	-	2,500
200-4020-540-6140	MAINTENANCE SERVICES	573	3,100	5,956	3,100
200-4020-540-6165	TRASH DISPOSAL	47,168	49,200	15,940	40,000
200-4020-540-6210	PERMITS AND FEES	189,466	-	12,277	-
200-4020-540-6310	UTILITIES - ELECTRIC	2,261,807	3,026,100	3,341,612	3,327,600
200-4020-540-6350	UTILITIES - GAS	6,886	191,880	98,975	152,400
200-4020-540-6410	MATERIALS AND SUPPLIES	41,606	53,000	40,828	52,000
200-4020-540-6510	SMALL TOOLS AND EQUIPMENT	17,924	14,500	17,052	19,300
200-4020-540-6550	RADIO EQUIPMENT	1,872	1,700	357	2,200
200-4020-540-6810	CHLORINE - IN PLANT	33,177	26,900	32,470	32,750
200-4020-540-6830	FERRIC CHLORIDE	418,773	436,900	494,639	550,000
200-4020-540-6850	POLYMER TREATMENT	61,393	49,850	47,200	65,000
200-4020-540-6860	OTHER CHEMICALS	46,591	25,000	5,029	25,000
200-4020-540-7140	WATER EXTRACTION FEES	-	14,999	-	15,000

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
OPERATIONS - SECTION 4020
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
200-4020-540-7160	BRINE LINE OPERATION AND MAINTENANCE	309,065	211,200	179,440	219,600
	SUBTOTAL MAINTENANCE AND OPERATIONS	3,468,440	4,160,140	4,320,688	4,556,610
	OPERATING BUDGET - SEWER TREATMENT	5,982,688	7,381,852	6,876,067	7,925,605

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
OPERATIONS - SECTION 4020
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (5%)				
	Salaries				
300-4020-540-5110	SALARIES - FULL TIME	85,186	113,743	80,897	116,564
300-4020-540-5120	SALARIES - OVERTIME	3,932	2,500	3,534	2,500
	Fringe Benefits				
300-4020-540-5205	PERS - EMPLOYER PAID	8,820	7,632	7,423	6,633
300-4020-540-5208	PERS - EMPLOYER PAID-UAL	20,104	22,758	30,068	25,942
300-4020-540-5215	DEFERRED COMP-EMPLOYER PAID	233	504	156	1,008
300-4020-540-5220	MEDICARE TAXES	1,278	1,649	1,216	1,690
300-4020-540-5230	GROUP MEDICAL INSURANCE	12,791	20,716	11,065	22,918
300-4020-540-5245	LIFE AND AD&D INSURANCE	48	61	41	61
	SUBTOTAL PERSONNEL	<u>132,390</u>	<u>169,563</u>	<u>134,400</u>	<u>177,316</u>
	OPERATING BUDGET - RIX	<u>132,390</u>	<u>169,563</u>	<u>134,400</u>	<u>177,316</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>6,115,079</u>	<u>7,551,415</u>	<u>7,010,467</u>	<u>8,102,920</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY - SEWER				
200-4020-580-8010	TOOLS AND EQUIPMENT	60,779	61,900	24,402	131,000
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>60,779</u>	<u>61,900</u>	<u>24,402</u>	<u>131,000</u>
	TOTAL BUDGET	<u>\$ 6,175,858</u>	<u>\$ 7,613,315</u>	<u>\$ 7,034,869</u>	<u>\$ 8,233,920</u>

FUND	DIVISION	SECTION	NUMBER
Sewer Treatment	Water Reclamation	Operations	4020
DESCRIPTION:			
This section operates the Water Reclamation Plant process equipment required to meet regulatory agency permit compliance criteria, as adopted by the State Water Resources Control Board. Operators must be certified by the State as a Wastewater Treatment Plant Operator.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		WR Operations Superintendent/Manager*	1 1 1
		Senior Office Assistant	1 1 1
	<i>Deferred indefinitely*</i>	WR Plant Supervisor	1 1 1
		WR Process Control Supervisor	2 2 2
		WR Lead Operator	5 5 5
		WR Senior Operator	5 5 5
		WR Operator	9 9 9
		WR Trainee	3 3 3
			<u>27 27 27</u>
MAINTENANCE AND OPERATIONS			
5320	Training Expense	Training seminars and workshops (WW Tech Trainers; CWEA Courses; Supervisor Training)	
5330	Employee Reimbursements	Certifications and Tuition reimbursements (10 Cert Renewals; 4 Certifications)	
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, and replacement	
5350	Safety Clothing and Supplies	Safety equipment inventory for the personal protective equipment room, air monitor calibration and disaster response equipment	
5370	Miscellaneous Expense	Miscellaneous expenses	
5380	Membership and Dues	Membership and dues (2 CWEA-WEF, 1 AWWA)	
5405	General Office Supplies	General office supplies	
5435	Office Equipment Maintenance	Copier maintenance, usage and repair (SCADA Room Bizhub C-284E)	
5450	Postage-Express Delivery	Parcel and overnight mailing charges for FedEx, UPS and emergency mailings	
5455	Telephone	(4) Smartphones (Superintendent, Plant Supervisor, PC Supervisor, DOIC); Landlines for Operations	
5465	Office Equipment	Office furniture and equipment	
5470	Computer Equipment	Purchase of 1 tablet for Plant Operation area rounds	
5550	Software Support Service	Maintenance service of Operations database, SCADA application, and plant meters	
6140	Maintenance Services	Lab equipment, process instruments, and PLC maintenance (calibration, repair, and replacement of H2S analyzers, meters, and sensors)	
6165	Trash Disposal	Dispose of grit and screenings (including grit channel cleanout & odor scrubber media replacement)	
6210	Permits and Fees	SWRCB NPDES Permit (\$33,100); SWRCB Clean Water Factory Permit (\$12,000); SCAQMD (\$25,250); SCAQMD excess emission fee (\$72,940); SBCoFD (\$11,100); Department of Toxic Substances hazardous Waste Disposal (\$500)	
6310	Utilities - Electric	Operate the plant facility and electrical motors (Including additional usage resulting from AQMD Rule 1110.2)	
6350	Utilities - Gas	Power internal combustion engines and boilers at the facility (Including additional usage resulting from AQMD Rule 1110.2)	
6410	Materials and Supplies	Supplies such as parts, sampling supplies, laboratory supplies, sampler repair, hoses, small tools or equipment w/ useful life of less than 1 year, consumables	
6510	Small Tools and Equipment	Non-consumable lab equipment, samplers, chemical spill containment/recovery equipment, sump pumps, small power tools and DO analyzers	
6550	Radio Equipment	Radio equipment replacement (6 hand-held)	
6810	Chlorine - In Plant	Sodium Hypochlorite (Bleach) for odor scrubber operation	
6830	Ferric Chloride	Ferric chloride to control hydrogen sulfide buildup in Digester Gas, pumps and piping	
6850	Polymer Treatment	Polymer for Chemically Enhanced Primary Treatment	
6860	Other Chemicals	Chemicals used in daily operation and maintenance of the facility; Muriatic Acid, granular chlorine, and soft water treatment	
7140	Water Extraction Fees	Well water extraction and replenishment fee to Water Conservation District; 13,909 ac-ft per year at \$11.62/ac-ft	
7160	Brine Line Operation and Maintenance	Fixed charges for 2.5 MGD capacity in IEBL to SBVMWD	
CAPITAL OUTLAY			
8010	Tools and Equipment	(2) refrigerated sampler (\$15,000); (1) Automation of rounds and checklists (\$72,000); FY21/22 Golf Cart rollover funds; FY22/23 Replacement Golf Cart	

Bio-Solids Processing

Section 4021

This section is responsible for operating dewatering equipment (belt filter presses and centrifuge), to achieve maximum dewatering of bio-solids for removal by trucks to the disposal site.



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
BIO-SOLIDS PROCESSING - SECTION 4021

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
BIO-SOLIDS PROCESSING - SECTION 4021
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL				
	NO PERSONNEL BUDGETED IN THIS SECTION	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PERSONNEL	-	-	-	-
	MAINTENANCE AND OPERATIONS				
200-4021-540-6101	CONTRACT SERVICES (Sludge Removal)	1,320,438	1,608,650	1,610,000	1,888,800
200-4021-540-6130	INSPECTION SERVICES	-	1,000	-	1,000
200-4021-540-6140	MAINTENANCE SERVICES	3,467	-	-	7,000
200-4021-540-6410	MATERIALS AND SUPPLIES	38,577	16,900	37,514	38,000
200-4021-540-6530	FUEL AND LUBRICANTS	2,081	6,400	777	6,800
200-4021-540-6540	EQUIPMENT REPAIRS AND MAINTENANCE	12,579	8,300	24,316	12,500
200-4021-540-6850	POLYMER TREATMENT	946,033	853,850	962,705	939,900
200-4021-540-6860	OTHER CHEMICALS	-	-	-	39,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>2,323,175</u>	<u>2,495,100</u>	<u>2,635,312</u>	<u>2,933,000</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>2,323,175</u>	<u>2,495,100</u>	<u>2,635,312</u>	<u>2,933,000</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY				
200-4021-580-8010	TOOLS & EQUIPMENT	-	-	-	24,000
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,000</u>
	TOTAL BUDGET	<u>\$ 2,323,175</u>	<u>\$ 2,495,100</u>	<u>\$ 2,635,312</u>	<u>\$ 2,957,000</u>

FUND	DIVISION	SECTION	NUMBER
Sewer Treatment	Water Reclamation	Bio-Solids Processing	4021
DESCRIPTION:			
This section is responsible for operating dewatering equipment (belt filter presses and centrifuge), to achieve maximum dewatering of bio-solids for removal by trucks to disposal site.			
PERSONNEL			
No personnel budgeted in this section.			
MAINTENANCE AND OPERATIONS			
6101	Contract Services - Sludge Removal	Hauling and disposal of 25,100 wet tons of facility-generated bio-solids	
6130	Inspection Services	Inspection, testing and certification (Bridge crane @ solids handling)	
6140	Maintenance Services	Outside vendor services	
6410	Materials and Supplies	Parts and supplies necessary to maintain solids handling operations	
6530	Fuel and Lubricants	Oil and grease for hydraulic drive centrifuge	
6540	Equipment Repairs and Maintenance	Outside repairs and equipment maintenance	
6850	Polymer Treatment	Polymer for solids dewatering processing of centrifuge and belt press operations	
CAPITAL OUTLAY			
8010	Tools and Equipment	Polymer Pump (\$24,000)	

SBMWD Portion of RIX Facility

Section 4025

This section moved to RIX Facility Section 5025



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
RIX FACILITY - SECTION 4025

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
RIX FACILITY - SECTION 4025
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL				
	NO PERSONNEL BUDGETED IN THIS SECTION	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PERSONNEL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	MAINTENANCE AND OPERATIONS				
200-4025-540-5525	OTHER PROFESSIONAL SERVICES	3,155,433	4,176,826	2,850,899	4,476,964
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>3,155,433</u>	<u>4,176,826</u>	<u>2,850,899</u>	<u>4,476,964</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>3,155,433</u>	<u>4,176,826</u>	<u>2,850,899</u>	<u>4,476,964</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY - SEWER				
200-4025-580-8080	CAPITAL IMPROVEMENT PROJECTS - OPERATIONS & MAINTENANCE (80%)	-	-	-	88,000
200-4025-580-8400	CAPITAL IMPROVEMENT PROJECTS - CARRYOVER (80%)	-	800,000	712,800	192,000
200-4025-580-8400	CAPITAL IMPROVEMENT PROJECTS - NEW PROJECTS (80%)	-	628,000	-	1,160,000
200-4025-580-8401	CAPITAL IMPROVEMENT PROJECTS - EQUIPMENT (80%)	-	-	-	152,000
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>-</u>	<u>1,428,000</u>	<u>712,800</u>	<u>1,592,000</u>
	TOTAL BUDGET	<u>\$ 3,155,433</u>	<u>\$ 5,604,826</u>	<u>\$ 3,563,699</u>	<u>\$ 6,068,964</u>

FUND	DIVISION	SECTION	NUMBER
Sewer Treatment	Water Reclamation	RIX Facility	4025
DESCRIPTION:			
This section moved to RIX Facility Section 5025			
PERSONNEL			
No personnel budgeted in this section.			
MAINTENANCE AND OPERATIONS			
5525	Other Professional Services	Charges for SBMWD O&M costs related to RIX Facility (billed from RIX Fund)	
CAPITAL OUTLAY			
8070	Facilities		
8400	Capital Equipment and Facilities	80% Sewer Fund Capital with 20% Charged to Colton	

Water Reclamation Plant Maintenance



Section 4040

The Water Reclamation Maintenance Section helps the Department collect and treat wastewater by maintaining equipment in facilities at two treatment facilities as well as fifteen lift stations. Additional assistance is provided with facility maintenance at the Department's Customer Service, Engineering, Administrative, and Warehouse buildings. The section is comprised of two sub-sections: Mechanical and Facilities. Each sub-section performs routine scheduled preventative maintenance and unscheduled corrective maintenance work orders in their respective work disciplines. Typical equipment/structures include engines, pumps, conveyors, specialty process equipment, and mechanical equipment within concrete process tanks, buildings, and facilities.

Section 4040

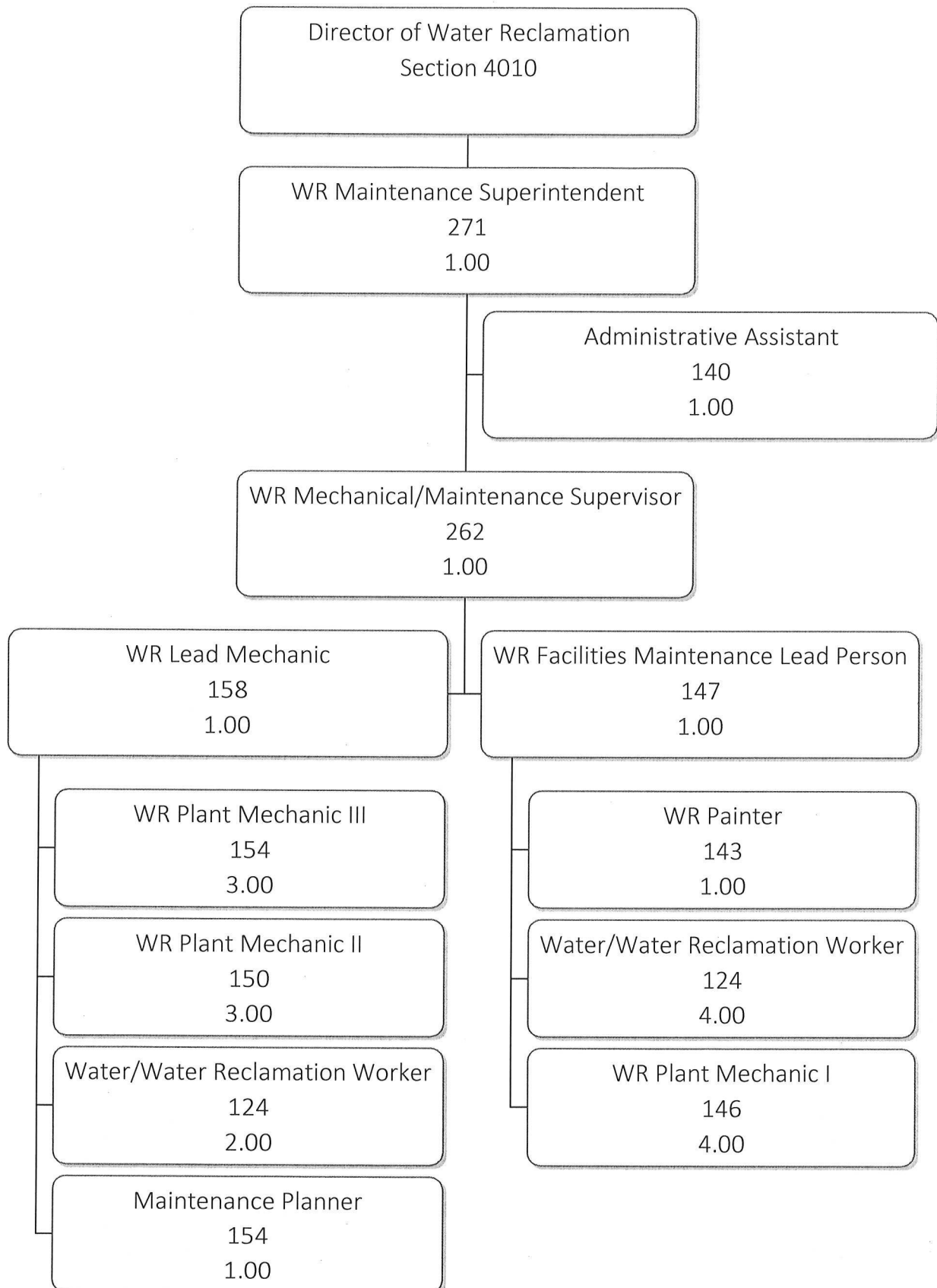
Accomplishments

- The Maintenance Section successfully rebuilt the Truck Loader Slide Gate assembly and implemented enhancements to the door to improve the life cycle and efficiency. While the unit was down, a baffle plate was installed to deflect the solids away from the stationary portion of the assembly to prevent unnecessary weight on the door from bridging the material.
- The Maintenance Section successfully rebuilt the West Grit Screw at Headworks. This included new auger sections, hangers, bushings, chutes, and a custom lower bushing assembly that will increase the life expectancy of the equipment.
- This year Maintenance installed a total of 9 new pumps of various types located throughout the Plant, each instance required extensive piping modifications to complete the installation. The new pumps increased not only operational flexibility and reliability but also lowered the electrical demand as they are all more efficient pumps requiring less horsepower to perform the same job.

Objectives and Goals

- This upcoming year Maintenance intends to complete extensive remodels and rehabilitations to the Admin Building restrooms and HVAC system. The current restrooms are experiencing repeated plumbing issues and the HVAC system operates on an antiquated cooling tower circuit that requires a lot of energy to operate.
- DAFT 2 Drive failed, and we intend to replace the entire unit and make repairs to the superstructure while it is out of service.
- Almost the entirety of the WRP is supplied with compressed air by the compressors in the D&T Basement. This year we intend on installing a new screw drive compressor at Headworks so that it can be powered by the Headworks Backup Generator during power outages. This will ensure that the Plant still has process and tool air during power outages.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
PLANT MAINTENANCE - SECTION 4040



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
PLANT MAINTENANCE - SECTION 4040
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (97%)				
	Salaries				
200-4040-540-5110	SALARIES - FULL TIME	\$ 1,365,607	\$ 1,672,990	\$ 1,404,410	\$ 1,762,396
200-4040-540-5120	SALARIES - OVERTIME	23,650	19,400	11,193	19,400
200-4040-540-5125	ON CALL / STANDBY PAY	23,326	17,460	23,078	19,400
	Fringe Benefits				
200-4040-540-5205	PERS - EMPLOYER PAID	140,371	112,258	124,911	100,280
200-4040-540-5208	PERS - EMPLOYER PAID-UAL	281,551	334,738	442,263	392,229
200-4040-540-5215	DEFERRED COMP-EMPLOYER PAID	4,472	7,881	4,500	15,763
200-4040-540-5220	MEDICARE TAXES	20,251	24,258	20,828	25,555
200-4040-540-5230	GROUP MEDICAL INSURANCE	276,472	364,900	253,177	372,847
200-4040-540-5245	LIFE AND AD&D INSURANCE	836	991	804	991
	SUBTOTAL PERSONNEL	<u>2,136,535</u>	<u>2,554,876</u>	<u>2,285,164</u>	<u>2,708,860</u>
	MAINTENANCE AND OPERATIONS				
200-4040-540-5320	TRAINING EXPENSE	12,195	17,500	10,305	17,500
200-4040-540-5330	EMPLOYEE REIMBURSEMENTS	1,924	585	390	1,115
200-4040-540-5340	UNIFORM RENTAL AND CLEANING	9,254	8,400	4,943	8,400
200-4040-540-5350	SAFETY CLOTHING AND SUPPLIES	19,128	16,000	18,736	20,000
200-4040-540-5380	MEMBERSHIP & DUES	576	960	556	960
200-4040-540-5405	GENERAL OFFICE SUPPLIES	1,020	1,600	1,031	1,700
200-4040-540-5420	PRINTED MATERIALS	-	50	-	50
200-4040-540-5450	POSTAGE EXPRESS DELIVERY	180	-	-	200
200-4040-540-5455	TELEPHONE	6,405	5,100	4,926	6,000
200-4040-540-5465	MINOR OFFICE EQUIPMENT	-	500	-	500
200-4040-540-5470	COMPUTER EQUIPMENT	-	-	333	-
200-4040-540-5475	SOFTWARE	84	-	-	-
200-4040-540-5495	JANITORIAL AND CLEANING SUPPLIES	5,777	7,500	6,254	7,500
200-4040-540-6120	LANDSCAPE SERVICES	11,375	121,900	52,246	150,000
200-4040-540-6130	INSPECTION SERVICES	36,952	34,340	17,859	37,000
200-4040-540-6135	STREET REPAIRS AND PAVING	1,435	5,000	-	5,000
200-4040-540-6140	MAINTENANCE SERVICES	60,858	82,200	42,463	82,200
200-4040-540-6160	FACILITY MAINTENANCE	78,724	34,500	42,466	42,000
200-4040-540-6165	TRASH DISPOSAL	29,795	38,600	35,249	38,600
200-4040-540-6290	HAZARDOUS WASTE DISPOSAL	6,030	10,000	1,139	7,400
200-4040-540-6410	MATERIALS AND SUPPLIES	111,186	140,000	49,315	100,000
200-4040-540-6510	SMALL TOOLS AND EQUIPMENT	3,257	10,000	8,693	22,500
200-4040-540-6520	EQUIPMENT RENTAL	27,335	18,540	10,910	18,540
200-4040-540-6530	FUEL AND LUBRICANTS	55,990	65,500	39,493	72,000
200-4040-540-6535	EQUIPMENT PARTS AND SUPPLIES	67,867	104,000	96,875	159,000
200-4040-540-6540	EQUIPMENT REPAIRS AND MAINTENANCE	39,241	85,000	18,928	65,000
200-4040-540-6860	OTHER CHEMICALS	3,200	6,500	3,976	6,500
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>589,789</u>	<u>814,275</u>	<u>467,086</u>	<u>869,665</u>
	OPERATING EXPENSES - SEWER TREATMENT	<u>2,726,324</u>	<u>3,369,151</u>	<u>2,752,250</u>	<u>3,578,525</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
PLANT MAINTENANCE - SECTION 4040
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (3%)				
	Salaries				
300-4040-540-5110	SALARIES - FULL TIME	41,446	51,742	43,396	54,507
300-4040-540-5120	SALARIES - OVERTIME	731	600	346	600
300-4040-540-5125	ON CALL / STANDBY PAY	721	540	713	600
	Fringe Benefits				
300-4040-540-5205	PERS - EMPLOYER PAID	4,343	3,472	3,864	3,101
300-4040-540-5208	PERS - EMPLOYER PAID-UAL	8,708	10,353	13,678	12,131
300-4040-540-5215	DEFERRED COMP-EMPLOYER PAID	138	244	138	488
300-4040-540-5220	MEDICARE TAXES	615	750	643	790
300-4040-540-5230	GROUP MEDICAL INSURANCE	8,552	11,286	7,831	11,531
300-4040-540-5245	LIFE AND AD&D INSURANCE	25	31	24	31
	SUBTOTAL PERSONNEL	<u>65,280</u>	<u>79,018</u>	<u>70,633</u>	<u>83,779</u>
	OPERATING EXPENSES - RIX	<u>65,280</u>	<u>79,018</u>	<u>70,633</u>	<u>83,779</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>2,791,604</u>	<u>3,448,169</u>	<u>2,822,883</u>	<u>3,662,304</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY - SEWER				
200-4040-580-8010	TOOLS AND EQUIPMENT	-	41,800	10,656	12,000
200-4040-580-8020	AUTOS & TRUCK	-	69,000	53,934	195,000
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>-</u>	<u>110,800</u>	<u>64,590</u>	<u>207,000</u>
	TOTAL BUDGET	<u>\$ 2,791,604</u>	<u>\$ 3,558,969</u>	<u>\$ 2,887,473</u>	<u>\$ 3,869,304</u>

FUND	DIVISION	SECTION	NUMBER		
Sewer Treatment	Water Reclamation	Plant Maintenance	4040		
DESCRIPTION:					
This section provides mechanical alterations, repairs, and preventive maintenance for Water Reclamation Plant (WRP) process equipment and service vehicles, twelve (12) small and three (3) large Sewer Lift Stations, and provides facilities maintenance (alteration, repairs, and preventive maintenance) for WRP and nearby Department buildings and grounds.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		WR Maintenance Superintendent	1	1	1
		WR Mechanic/Maintenance Supervisor	1	1	1
		WR Lead Mechanic	1	1	1
		WR Maintenance Planner	0	0	1
		WR Facilities Maintenance Lead Person	1	1	1
		WR Plant Mechanic III	3	3	3
		WR Plant Mechanic II	3	3	3
		WR Plant Mechanic I	3	3	4
		Pump Mechanic	2	2	2
		WR Painter II	1	1	1
		Administrative Assistant	1	1	1
		Water/Water Reclamation Worker	4	4	4
			21	21	23
MAINTENANCE AND OPERATIONS					
5320	Training Expense	Training seminars and workshops			
5330	Employee Reimbursement	Certification and renewals (CWEA, Welding, Commercial DL)			
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, and replacement			
5350	Safety Clothing and Supplies	PPE and supplies for performing work in hazardous areas and disaster response equipment			
5370	Miscellaneous Expense	Miscellaneous expenses			
5380	Membership & Dues	CWEA memberships			
5405	General Office Expense	General office supplies			
5420	Printed Materials	Business cards			
5455	Telephone	(5) Smartphones, (2) Flip phones, (1) unanticipated equipment replacement			
5465	Office Equipment	Standing work station			
5495	Janitorial and Cleaning Supplies	Cleaning supplies for the plant			
6120	Landscape Services	Contract for plant and administration building grounds			
6130	Inspection Services	Inspection, testing and certification			
6135	Street Repairs and Paving	Minor repairs and resurfacing to facility's streets			
6140	Maintenance Services	Outside vendor services (preventive maintenance)			
6160	Facility Maintenance	Contract service for pest control, AHU/AC service, and window cleaning			
6165	Trash Disposal	Dispose of WRP trash that is not grit or screenings (handled by 4020)			
6290	Hazardous Waste Disposal	Dispose of hazardous waste such as oil, filters, and lubricants			
6410	Materials and Supplies	Maintenance of plant equipment, buildings, and grounds (consumables and general supply; calibration gases; tools with life < 1 year)			
6510	Small Tools and Equipment	Tools and equipment under \$5,000; not consumed by use; life > 1 year			
6520	Equipment Rental	Equipment rental for equipment and facility maintenance and repair			
6530	Fuel and Lubricants	Fuel and oil for operation of plant and rental equipment (not Lift Stations or Solids Handling)			
6535	Equipment Parts and Supplies	Maintenance of equipment (equipment components, including golf cart)			
6540	Equipment Repairs and Maintenance	Outside repair service (corrective maintenance and machining)			
6860	Other Chemicals	Chemicals for weed control and lawn fertilization maintained by WRP staff			
CAPITAL OUTLAY					
8010	Tools and Equipment	(1) Weed spray trailer \$12,000			
8020	Autos and Trucks	(1) Electric Manlift \$150,000; (1) Ford F-150 extra cab \$45,000 to replace unit 222			

Electrical Instrumentation and Scada

Section 4042

The electrical, Instrumentation, and SCADA (EI&S) section maintain and repairs the complex electrical, control, and communication systems relied upon for clean water service, wastewater collection, and treatment by the San Bernardino Municipal Water Department. EI&S consists of two sub-sections, Electrical/Instrumentation and Control and Communications. The Electrical/Instrumentation section installs, maintains, and repairs electric motors, switchgear, motor controls, circuit breakers, transformers, lighting, wiring, and less complex instrumentation. The Control and Communications sub-section installs, maintains, and incorporates advancements for supervisory control systems, security systems, communication systems, networking, and complex instrumentation. They also maintain data historians which provide vital information used by Department Staff for meeting regulatory requirements.



Section 4042

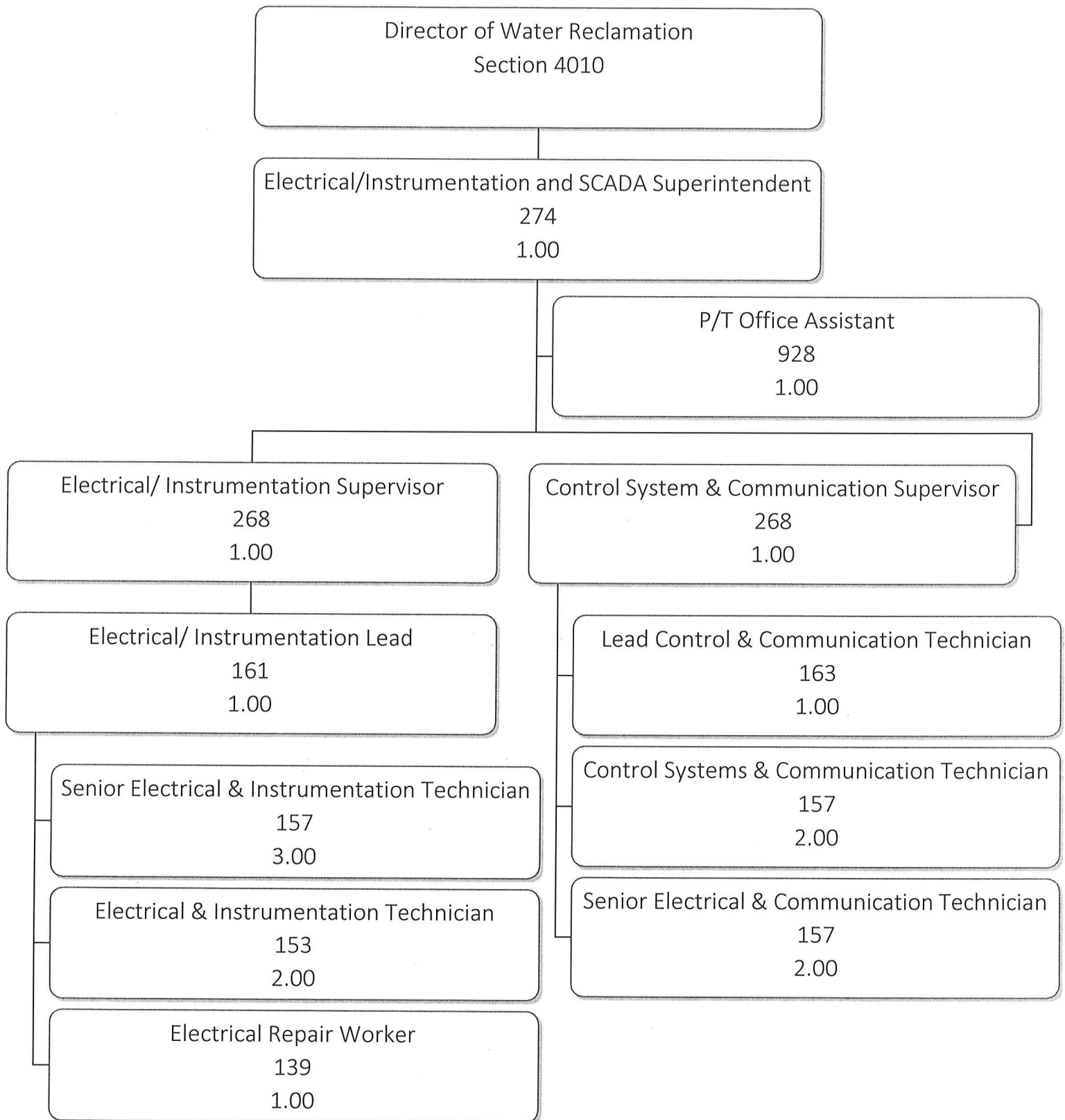
Accomplishments

- Completed the conversion of Arrowhead Lift Station Pump No. 2 from a digester gas-driven internal combustion engine to a 200-horsepower electric motor controlled by a VFD as part of the Digester Gas Beneficial Use Program.
- Upgraded the SCADA system servers and made network improvements to increase system reliability.
- Supported the completion of the WRP Electrical Infrastructure Improvements Project.
- During the 2021-2022 fiscal year, the EI&S Section completed 2,826 work orders.

Objectives and Goals

- Implement and complete the E Street Lift Station Control System Upgrade.
- Assist in managing the Department's active construction and design projects to ensure proper guidelines are followed and timelines are met.
- Provide support for the SCADA Master Plan and begin implementations of the results to provide a reliable robust modern control and communication system to better serve the needs of Department Staff to efficiently operate the Department's facilities.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
ELECTRICAL, INSTRUMENTATION AND SCADA - SECTION 4042



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
ELECTRICAL, INSTRUMENTATION AND SCADA - SECTION 4042
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>WATER FUND</u>					
	PERSONNEL (36%)				
	Salaries				
100-4042-540-5110	SALARIES - FULL TIME	\$ 466,698	\$ 579,397	\$ 441,251	\$ 573,274
100-4042-540-5115	SALARIES - PART TIME	-	3,443	-	3,497
100-4042-540-5120	SALARIES - OVERTIME	5,926	2,880	3,764	2,880
100-4042-540-5125	ON CALL / STANDBY PAY	11,396	4,680	9,251	4,680
	Fringe Benefits				
100-4042-540-5205	PERS - EMPLOYER PAID	45,936	38,878	35,583	32,619
100-4042-540-5208	PERS - EMPLOYER PAID-UAL	100,188	115,928	153,166	127,585
100-4042-540-5215	DEFERRED COMP-EMPLOYER PAID	1,963	2,223	1,528	4,212
100-4042-540-5220	MEDICARE TAXES	6,895	8,451	6,558	8,363
100-4042-540-5230	GROUP MEDICAL INSURANCE	72,818	98,756	61,382	93,422
100-4042-540-5245	LIFE AND AD&D INSURANCE	219	263	184	248
	SUBTOTAL PERSONNEL	<u>712,040</u>	<u>854,899</u>	<u>712,667</u>	<u>850,781</u>
	MAINTENANCE AND OPERATIONS				
100-4042-540-5330	EMPLOYEE REIMBURSEMENTS	73	-	-	-
100-4042-540-7900	ALLOCATION FROM/(TO) OTHER FUNDS (36%)	110,411	193,976	80,901	194,609
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>110,483</u>	<u>193,976</u>	<u>80,901</u>	<u>194,609</u>
	OPERATING BUDGET - WATER	<u>822,523</u>	<u>1,048,875</u>	<u>793,568</u>	<u>1,045,390</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
ELECTRICAL, INSTRUMENTATION AND SCADA - SECTION 4042
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL (46%)				
	Salaries				
200-4042-540-5110	SALARIES - FULL TIME	607,461	740,340	563,824	732,517
200-4042-540-5115	SALARIES - PART TIME	-	4,400	-	4,468
200-4042-540-5120	SALARIES - OVERTIME	7,572	3,680	4,810	3,680
200-4042-540-5125	ON CALL / STANDBY PAY	14,561	5,980	11,821	5,980
	Fringe Benefits				
200-4042-540-5205	PERS - EMPLOYER PAID	58,697	49,677	45,466	41,680
200-4042-540-5208	PERS - EMPLOYER PAID-UAL	128,018	148,130	195,712	163,025
200-4042-540-5215	DEFERRED COMP-EMPLOYER PAID	2,508	2,841	1,952	5,382
200-4042-540-5220	MEDICARE TAXES	8,972	10,799	8,379	10,686
200-4042-540-5230	GROUP MEDICAL INSURANCE	93,046	126,187	78,431	119,373
200-4042-540-5245	LIFE AND AD&D INSURANCE	280	337	236	317
200-4042-540-5250	UNEMPLOYMENT BENEFITS	4,498	-	4,834	-
	SUBTOTAL PERSONNEL	<u>925,614</u>	<u>1,092,371</u>	<u>915,465</u>	<u>1,087,109</u>
	MAINTENANCE AND OPERATIONS				
200-4042-540-5320	TRAINING EXPENSE	18,399	23,275	20,286	23,500
200-4042-540-5330	EMPLOYEE REIMBURSEMENTS	194	1,374	333	1,100
200-4042-540-5340	UNIFORM RENTAL AND CLEANING	6,107	7,260	3,864	6,600
200-4042-540-5350	SAFETY CLOTHING AND SUPPLIES	11,851	13,600	4,433	15,000
200-4042-540-5380	MEMBERSHIP & DUES	723	768	134	800
200-4042-540-5405	GENERAL OFFICE SUPPLIES	2,108	2,300	1,441	2,300
200-4042-540-5415	COMPUTER SUPPLIES	133	-	-	350
200-4042-540-5425	BOOKS & PUBLICATIONS	807	850	-	330
200-4042-540-5450	POSTAGE-EXPRESS DELIVERY	281	350	-	300
200-4042-540-5455	TELEPHONE	5,994	6,924	5,386	7,250
200-4042-540-5465	MINOR OFFICE EQUIPMENT	-	-	1,845	11,050
200-4042-540-5470	COMPUTER EQUIPMENT	4,365	5,200	8,549	5,950
200-4042-540-5475	SOFTWARE	1,360	1,628	2,408	1,450
200-4042-540-5505	GIS SUPPORT SERVICES	-	50,000	-	-
200-4042-540-5525	OTHER PROFESSIONAL SERVICES	19,097	150,000	61,459	150,000
200-4042-540-5550	SOFTWARE SUPPORT	9,745	15,592	10,813	11,400
200-4042-540-5555	COMPUTER MAINTENANCE SERVICES	9,189	9,200	8,352	56,500
200-4042-540-6140	MAINTENANCE SERVICES	14,301	15,500	149	7,750
200-4042-540-6150	SECURITY SERVICES	34,331	41,000	2,360	48,200
200-4042-540-6410	MATERIALS AND SUPPLIES	153,113	157,500	73,959	157,500
200-4042-540-6510	SMALL TOOLS AND EQUIPMENT	16,023	17,000	13,822	14,750
200-4042-540-6540	EQUIPMENT REPAIRS AND MAINTENANCE	11,893	13,500	832	13,000
200-4042-540-6860	OTHER CHEMICALS	5,079	6,000	4,300	5,500
200-4042-540-7900	ALLOCATION FROM/(TO) OTHER FUNDS (46%)	(165,616)	(290,963)	(121,352)	(291,913)
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>159,477</u>	<u>247,858</u>	<u>103,374</u>	<u>248,667</u>
	OPERATING BUDGET - SEWER TREATMENT	<u>1,085,091</u>	<u>1,340,229</u>	<u>1,018,839</u>	<u>1,335,776</u>

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
ELECTRICAL, INSTRUMENTATION AND SCADA - SECTION 4042
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (18%)				
	Salaries				
300-4042-540-5110	SALARIES - FULL TIME	233,349	289,698	220,619	286,637
300-4042-540-5115	SALARIES - PART TIME	-	1,722	-	1,748
300-4042-540-5120	SALARIES - OVERTIME	2,963	1,440	1,882	1,440
300-4042-540-5125	ON CALL / STANDBY PAY	5,698	2,340	4,625	2,340
	Fringe Benefits				
300-4042-540-5205	PERS - EMPLOYER PAID	22,968	19,439	17,788	16,310
300-4042-540-5208	PERS - EMPLOYER PAID-UAL	50,094	57,964	76,583	63,792
300-4042-540-5215	DEFERRED COMP-EMPLOYER PAID	982	1,112	764	2,106
300-4042-540-5220	MEDICARE TAXES	3,447	4,226	3,279	4,182
300-4042-540-5230	GROUP MEDICAL INSURANCE	36,410	49,377	30,685	46,711
300-4042-540-5245	LIFE AND AD&D INSURANCE	109	132	91	124
	SUBTOTAL PERSONNEL	<u>356,021</u>	<u>427,450</u>	<u>356,316</u>	<u>425,390</u>
	MAINTENANCE AND OPERATIONS				
300-4042-540-5330	EMPLOYEE REIMBURSEMENTS	36	-	-	-
300-4042-540-7900	ALLOCATION FROM/(TO) OTHER FUNDS (18%)	55,205	96,988	40,451	97,304
	SUBTOTAL MAINTENANCE AND OPERATIONS	<u>55,242</u>	<u>96,988</u>	<u>40,451</u>	<u>97,304</u>
	OPERATING BUDGET - RIX	<u>411,262</u>	<u>524,438</u>	<u>396,767</u>	<u>522,695</u>
	SUBTOTAL OPERATING BUDGET - ALL FUNDS	<u>2,318,876</u>	<u>2,913,542</u>	<u>2,209,173</u>	<u>2,903,861</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY - SEWER				
200-4042-580-8020	AUTOS & TRUCKS	-	-	-	120,000
	SUBTOTAL CAPITAL OUTLAY - SEWER	<u>-</u>	<u>-</u>	<u>-</u>	<u>120,000</u>
	SUBTOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>120,000</u>
	TOTAL BUDGET	<u>\$ 2,318,876</u>	<u>\$ 2,913,542</u>	<u>\$ 2,209,173</u>	<u>\$ 3,023,861</u>

FUND	DIVISION	SECTION	NUMBER		
Sewer Treatment	Water Reclamation	Electrical, Instrumentation and SCADA	4042		
DESCRIPTION:					
This section provides installation, maintenance, and repair services to the Department's electrical equipment, instrumentation, security, industrial control systems, and Supervisory Control and Data Acquisition (SCADA) systems.					
PERSONNEL					
5110	Salaries - Full Time	POSITION	2020-21	2021-22	2022-23
		Electrical / Instrumentation & SCADA Superintendent	1	1	1
		Electrical / Instrumentation Supervisor	1	1	1
		Control Systems & Communications Supervisor	1	1	1
		Lead Control Systems & Communications Technician	1	1	1
		Electrical/Instrumentation Lead	0	1	1
		Control Systems & Communications Technician	0	1	2
		WR SCADA System Operator	1	1	0
		Senior Electrical & Instrumentation Technician	7	5	5
		Electrical Instrumentation Technician	2	2	2
		Electrical Repair Worker	1	1	1
			15	15	15
5115	Salaries - Part Time	Office Assistant	1	1	1
			1	1	1
MAINTENANCE AND OPERATIONS					
5320	Training Expense	SCADA, Electrical, and Supervisory training			
5330	Employee Reimbursements	ISA, CWEA and D1 certifications			
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, and replacement			
5350	Safety Clothing and Supplies	Personal Protective Equipment, Electrical Safety equipment inventory for the personal protective equipment room and disaster response equipment.			
5370	Miscellaneous Expense	Miscellaneous expenses			
5380	Membership and Dues	CWEA and ISA membership dues			
5405	General Office Supplies	General office supplies			
5415	Computer Supplies	USB flash drives, CDs/DVDs, memory, computer peripherals etc.			
5450	Postage-Express Delivery	Shipping costs for repairs and calibrations			
5455	Telephone	(14) Smartphones; (3) Air Card			
5465	Office Equipment	Chairs, storage solutions, dry erase boards, organizers etc.			
5470	Computer Equipment	Computer equipment replacement (field laptops, monitors, laptop batteries, etc.)			
5475	Software	AUTOCAD and other software subscriptions.			
5550	Software Support	Rockwell Automation; TOP Server; ACP Thinmanager; AMAG			
5555	Computer Maintenance Services	SCADA system, PLC computers, I/O racks and cards, cabling, and supplies			
6140	Maintenance Services	GFI testing, Circuit breaker testing, IR testing, Annual instrument certification calibration, transformer testing etc.			
6150	Security Services	Security cameras, access control, DVD recorders, screens, and fiber optic network			
6410	Materials and Supplies	Materials for installation and replacement of electrical items, instrumentation equipment, gas sensors, flow meters, etc.			
6510	Small Tools and Equipment	Tools and equipment under \$5,000; not consumed by use; life > 1 year			
6540	Equipment Repairs and Maintenance	Motor repairs, enclosure air conditioner repairs, electrical component repairs and testing, instrumentation equipment repairs and testing.			
6860	Other Chemicals	Chemicals needed for calibrations and electrical maintenance.			
CAPITAL OUTLAY					
8020	Autos & Trucks	(2) F-350 to replace vehicle #162 & #528 (\$60,000 ea.)			

Sewer Treatment Fund General Administrative Expense



Section 4090

General and administrative costs for the Sewer Fund are accounted for in this section. Costs include all insurance, office rental, administrative charges, training, and other expenses not identified to a specific division, but having a benefit to the entire Water Department.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER TREATMENT FUND GENERAL
ADMINISTRATIVE EXPENSE - SECTION 4090

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
GENERAL ADMINISTRATIVE EXPENSE - SECTION 4090
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER TREATMENT FUND</u>					
	PERSONNEL				
	Fringe Benefits				
200-4090-560-5205	PERS-EMPLOYER PAID	\$ 6,514	\$ -	\$ -	\$ -
200-4090-560-5230	GROUP MEDICAL INSURANCE	700	-	-	-
200-4090-560-5240	DISABILITY INSURANCE	35,927	39,360	38,757	39,300
200-4090-560-5250	UNEMPLOYMENT BENEFIT EXPENSE	3,355	13,400	5,933	9,000
200-4090-560-5260	RETIREE MEDICAL INSURANCE	(19,906)	240,000	240,011	240,000
200-4090-560-5265	RETIREE LIFE INSURANCE	49	200	200	200
200-4090-560-5270	GASB 68 PENSION EXPENSE	875,024	8,500	6,210	7,000
200-4090-560-5290	ADMIN COST GROUP MEDICAL	33,979	107,600	30,000	107,600
200-4090-560-5295	FUTURE MEDICAL BENEFITS	(244,153)	384,980	297,031	379,020
	SUBTOTAL PERSONNEL	691,488	794,040	618,142	782,120
	MAINTENANCE AND OPERATIONS				
200-4090-560-5320	TRAINING EXPENSES	-	-	-	2,000
200-4090-560-5340	UNIFORM RENTAL AND CLEANING	3,484	2,500	4,817	6,160
200-4090-560-5350	SAFETY CLOTHING AND SUPPLIES	-	2,500	-	5,000
200-4090-560-5370	MISCELLANEOUS EXPENSES	12,801	10,000	9,992	10,000
200-4090-560-5380	MEMBERSHIP AND DUES	20,500	21,000	27,333	20,500
200-4090-560-5405	GENERAL OFFICE SUPPLIES	3,024	10,000	3,224	5,000
200-4090-560-5450	POSTAGE AND EXPRESS DELIVERY	213	500	59	1,000
200-4090-560-5455	TELEPHONE	25,046	26,400	25,398	26,700
200-4090-560-5465	MINOR OFFICE EQUIPMENT	3,314	2,000	887	2,000
200-4090-560-5480	OFFICE FURNITURE	216	4,000	-	4,000
200-4090-560-5510	CONSULTING SERVICES	30,474	50,000	2,600	50,000
200-4090-560-5520	LEGAL SERVICES	81,859	226,000	47,298	176,000
200-4090-560-5525	OTHER PROFESSIONAL SERVICES	87,549	130,000	50,404	100,000
200-4090-560-5540	ENGINEERING SERVICES	-	300,000	23,115	450,000
200-4090-560-5610	INSURANCE - LIABILITY	283,450	415,641	407,115	545,000
200-4090-560-5620	INSURANCE - PROPERTY	576,055	573,903	609,380	650,000
200-4090-560-5630	WORKERS' COMPENSATION	492,058	169,200	48,413	376,000
200-4090-560-5650	UNINSURABLE LOSSES	(181,718)	75,000	31,028	110,000
200-4090-560-5810	UNCOLLECTIBLE CHARGE OFFS	47,411	50,000	-	50,000
200-4090-560-6140	MAINTENANCE SERVICES	644	-	281	-
200-4090-560-6170	JANITORIAL SERVICES	337	-	-	-
400-6090-560-6210	PERMITS & FEES	3,000	20,000	-	-
200-4090-560-6370	UTILITIES - WATER	191,286	225,000	86,498	125,000
200-4090-560-6410	MATERIALS AND SUPPLIES	30	-	-	-
200-4090-560-6540	REPAIRS/MAINTENANCE	-	22,500	-	-
200-4090-560-7040	BANK FEES	20,153	23,000	18,934	22,000
400-6090-560-7170	CITY ROW MAINTENANCE AGREEMENT	1,124,971	1,400,000	1,400,000	1,570,000
	SUBTOTAL MAINTENANCE AND OPERATIONS	2,826,158	3,759,144	2,796,776	4,306,360
	OPERATING BUDGET - SEWER TREATMENT	3,517,646	4,553,184	3,414,918	5,088,480

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
GENERAL ADMINISTRATIVE EXPENSE - SECTION 4090
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY - SEWER				
200-4090-580-8010	TOOLS AND EQUIPMENT	-	-	-	7,000
200-4090-580-8030	COMPUTER EQUIPMENT	-	-	-	1,425,000
200-4090-580-8080	CAPITAL OUTLAY-OPERATING / OPERATIONS & MAINTENANCE	-	-	-	1,310,000
200-4090-580-8400	CAPITAL IMPROVEMENT PROJECTS - CARRYOVER	-	24,140,200	4,665,476	22,757,550
200-4090-580-8400	CAPITAL IMPROVEMENT PROJECTS - NEW PROJECTS	-	9,290,000	-	11,665,000
200-4090-580-8401	CAPITAL IMPROVEMENT PROJECTS - EQUIPMENT	-	-	-	1,225,000
	SUBTOTAL CAPITAL OUTLAY	-	33,430,200	4,665,476	38,389,550
200-4090-580-8500	OVERHEAD APPLIED PROPERTY, PLANT, & EQUIPMENT	(400,333)	(619,704)	(93,310)	(688,451)
	SUBTOTAL OVERHEAD ALLOCATION	(400,333)	(619,704)	(93,310)	(688,451)
	TOTAL BUDGET	<u>\$ 3,117,313</u>	<u>\$ 37,363,680</u>	<u>\$ 7,987,084</u>	<u>\$ 42,789,579</u>
200-4090-570-7510	DEPRECIATION - FIXED ASSETS	<u>\$ 4,507,869</u>	<u>\$ 4,600,000</u>	<u>\$ 4,116,853</u>	<u>\$ 4,600,000</u>

FUND	DEPARTMENT	SECTION	NUMBER
Sewer Treatment	Water Reclamation	General Administrative Expense	4090
DESCRIPTION:			
General and administrative costs for the Water Reclamation Facility are accounted for in this section. Costs include all insurance, office rental, administrative charges, training, etc.			
PERSONNEL			
5240	Disability Insurance	Disability insurance per MOU	
5250	Unemployment Benefit Expense	Unemployment benefits as required by law	
5260	Retiree Medical Insurance	Group health benefits for retired full-time employees per MOU	
5295	Future Medical Benefits	Future medical benefits, as stipulated in GASB 45	
MAINTENANCE AND OPERATIONS			
5320	Training Expense	Training seminars and workshops	
5340	Uniform Rental and Cleaning	Cleaning and replacing uniforms and floor mats	
5350	Safety Clothing and Supplies	Employee safety clothing, first aid kits, safety glasses and disaster response equipment	
5370	Misc. Employee Expenses	Bottled water, coffee, coffee supplies, Grammarly software	
5380	Membership & Dues	CASA membership	
5405	General Office Supplies	General office supplies	
5415	Computer Supplies	USB flash drives, CDs/DVDs, memory, etc.	
5420	Printed Materials	WR Division materials	
5450	Postage and Express Delivery	Parcel and overnight mailing charges for FedEx, UPS, and emergency mailings	
5465	Office Equipment	Office equipment serving all of WR Division	
5510	Consulting Services	Grant funding assistance - \$50,000	
5520	Legal Services	Legal services for Recycled Water Project, Regulatory Permits, other WR Division	
5525	Other Professional Services	Professional Biological Consulting Services \$75,000 Security Services for Rave Events (10 Events; 2.5 d/Event)	
5530	Professional Services (Accounting/Audit)	Accounting and auditing services	
5540	Engineering Services	Engineering services in support of planning/permits	
5545	Advertising Services	Advertisements placed in newspapers and on the Internet	
5610	Insurance - Liability	Insurance covering damages, claims or liabilities	
5620	Insurance - Property	Property insurance covering physical damage to buildings	
5630	Workers' Compensation	Insurance covering employee injuries	
5640	Insurance - Bonds	Public official bonds and crime coverage	
5810	Uncollectible Charge Offs	Uncollectible charge offs	
5525	Other Professional Services	IT Assessment (20%)	
5540	Engineering Services	SCADA Master Plan - \$300k; Electrical Master Plan - \$150k	
6410	Materials and Supplies	Items utilized by all sections	
6550	Radio Equipment	Radio equipment replacement - conversion to digital	
7040	Bank Fees	Monthly bank fees	
7170	Franchise Fees	Annual City Franchise Fees	
CAPITAL OUTLAY			
8010	Tools & Equipment	New Laserfiche Scanner	

Sewer Fund Non-Operating Expense

Section 4095

This section includes non-operating expenses, general in nature, not accounted for within specific division budgets but benefiting the entire Water Department. Includes debt-related expenditures, bond, and trustee fees.



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
SEWER FUND
NON-OPERATING EXPENSE - SECTION 4095

No Staff
Budgeted
for this Section

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER TREATMENT FUND
NON-OPERATING EXPENSE - SECTION 4095
FISCAL YEAR 2022-2023

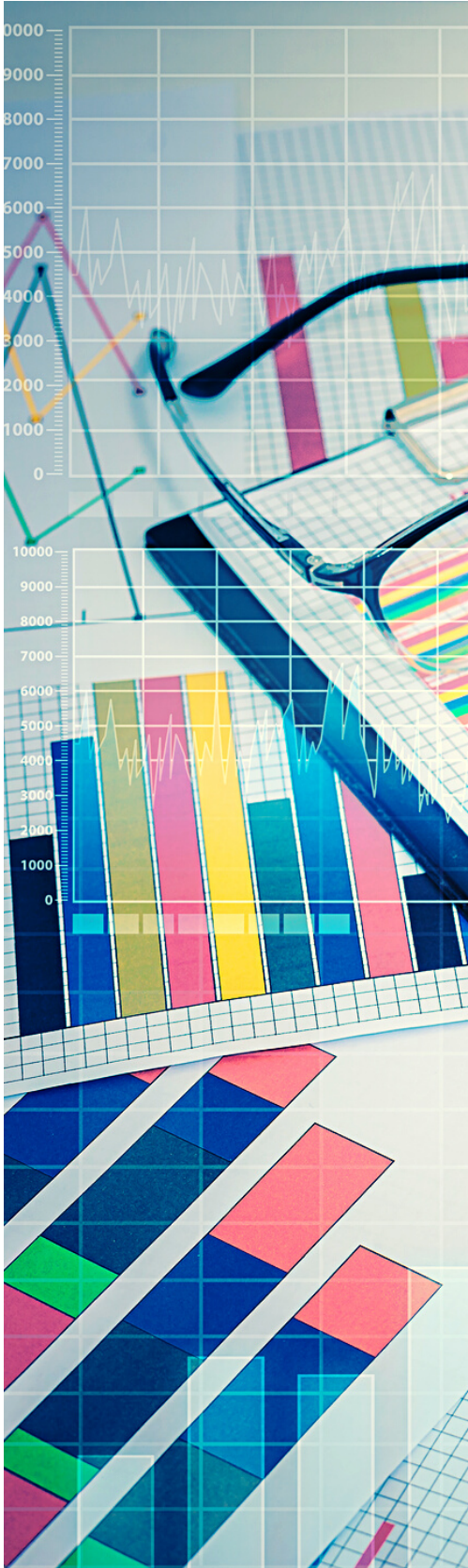
ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>SEWER FUND</u>					
	NON OPERATING EXPENSE				
200-4095-595-5710	INTEREST EXPENSE	\$ 1,281,643	\$ 1,267,800	\$ 1,247,760	\$ 1,231,100
200-4095-595-5730	BOND SERVICE AND TRUSTEE FEES	2,218	2,900	2,925	3,000
	EXPENSE BUDGET - SEWER TREATMENT	<u>1,283,861</u>	<u>1,270,700</u>	<u>1,250,685</u>	<u>1,234,100</u>
	DEBT SERVICE PRINCIPAL PAYMENTS				
200-0000-260-8600	2016 CMFA REVENUE BONDS	665,000	700,000	700,000	735,000
	TOTAL DEBT SERVICE PRINCIPAL PAYMENTS	<u>665,000</u>	<u>700,000</u>	<u>700,000</u>	<u>735,000</u>
<u>CAPITAL OUTLAY</u>					
	CAPITAL OUTLAY				
	NONE IN THIS BUDGET	-	-	-	-
	SUBTOTAL TOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TOTAL BUDGET	<u>\$ 1,948,861</u>	<u>\$ 1,970,700</u>	<u>\$ 1,950,685</u>	<u>\$ 1,969,100</u>

FUND	DEPARTMENT	SECTION	NUMBER
Sewer Treatment	Water Reclamation	Non-Operating Expense	4095
DESCRIPTION:			
This section includes non-operating expenses, general in nature, not accounted for within specific division budgets but benefiting the entire Water Department. Includes debt-related expenditures, bond and trustee fees.			
Non-Operating Expense			
5710	Interest Expense	2016 Sewer Revenue Bonds	
5730	Trustee Service Fees	Bond and trustee services and arbitrage rebate calculation	
CAPITAL OUTLAY			
None in this Budget			

Water Capital Improvements



Capital Improvement Budget Summary



WATER FUND

WATER FUND CAPITAL IMPROVEMENT PLAN FY 2022-2023																	
CATEGORY	PROJECT NUMBER	FISCAL YEAR 2021-22 BUDGET	FISCAL YEAR 2021-22 COSTS	ESTIMATED FY 21-22 COSTS INCLUDING ENCUMBRANCES	ESTIMATED OPEN ENCUMBRANCES	PROJECT CARRY OVER	NEW PROJECT OR ADDITIONAL FUNDING	PROJECTED ACTUAL EXPENSES FOR FY 22-23	LABOR PORTION OF PROJECT	CIP BUDGET FY 22-23	FUNDING SOURCES	PROJECTED FY 23-24	PROJECTED FY 24-25	PROJECTED FY 25-26	PROJECTED FY 26-27	PROJECTED FY 27-28	OVERALL PROJECT BUDGET
REPLACEMENT / REHABILITATION OF SYSTEM ASSETS																	
WELLS AND PUMPING EQUIPMENT REHABILITATION																	
Annual R/R - Wells	11052	-	-	-	-	-	400,000	400,000	(35,000)	365,000	Capital	400,000	400,000	400,000	400,000	400,000	2,400,000
Annual R/R - Geothermal Wells and System Repair	11053	-	-	-	-	-	100,000	100,000	(5,000)	95,000	Capital	100,000	100,000	100,000	100,000	100,000	600,000
PUMPS, BOOSTERS, & ACV'S REHABILITATION & REPLACEMENT																	
Annual R/R - Booster Pumps	11054	-	-	-	-	-	120,000	120,000	(18,000)	102,000	Capital	120,000	120,000	120,000	120,000	120,000	720,000
Annual R/R - ACV's	11055	-	-	-	-	-	25,000	25,000	(2,500)	22,500	Capital	25,000	25,000	25,000	25,000	25,000	150,000
Annual R/R - SCADA & Metering to Non-Metered Pumps/ACV's	11056	-	-	-	-	-	20,000	20,000	-	20,000	Capital	20,000	20,000	20,000	20,000	20,000	120,000
Mountain Zone Pump Station Upgrade	11057	-	-	-	-	-	165,000	165,000	-	165,000	Capital	2,000,000	-	-	-	-	2,165,000
Ogden Pump Station Evaluation & Site Improvements	11058	-	-	-	-	-	450,000	450,000	-	450,000	Capital	-	-	-	-	-	450,000
RESERVOIR REHABILITATION																	
12-100 Reservoir Seismic Upgrades Group 2 Steel (Devore, Del Rosa 3, Sycamore 1, Terrace 3)	10535	-	-	-	-	-	14,000,000	10,000,000	-	14,000,000	Grant/Debt SRF Loan	-	-	-	690	-	690
12-100 Reservoir Seismic Upgrades Group 3A Concrete (Lytle Creek 2, Perris Hill)	10535	7,659,459	18,582	1,014,582	996,000	7,640,877	-	5,600,000	-	7,641,000	Capital	-	-	-	-	-	7,659,459
Reservoir Seismic Upgrades Group 3B Concrete (Newmark 2, 3, 4)	New CO	-	-	-	-	-	-	-	-	-	Capital	-	10,000,000	-	-	-	10,000,000
Lytle Creek Reservoir 1 Structural Evaluation and Relining	10935	375,000	-	-	-	375,000	-	375,000	-	375,000	Capital	-	-	-	-	-	375,000
WATER MAIN REPLACEMENT																	
15-106 Mountain Pressure Zone Main Replacements Phase 2	10733	2,079,588	-	36,270	36,270	2,079,588	540,000	1,800,000	-	2,619,588	Capital	-	-	-	-	-	2,619,588
19/20 Upper Zone Replacements & Mountain Sub-Zone B PZ Elimination	10952	142,101	-	-	-	142,101	-	100,000	-	142,000	Capital	-	-	-	-	-	142,101
SRF Pipeline Replacements - Upper Zone, Mtn Sub-Zone B Elimination, Fremontia Drive	New CO	-	-	-	-	-	-	-	-	-	Debt	5,000,000	-	-	-	-	5,000,000
Annual Pipeline R/R	11059	-	-	-	-	-	300,000	300,000	(100,000)	200,000	Capital	300,000	300,000	300,000	300,000	300,000	1,800,000
Mountain View Pipeline Extension	11060	-	-	-	-	-	400,000	400,000	(100,000)	300,000	Capital	-	-	-	-	-	400,000
34th St (F Street - Mt View Ave)	11006	100,000	-	-	-	100,000	-	100,000	-	100,000	Capital	1,000,000	-	-	-	-	1,100,000
Little Moutain Dr Main Replacement	11007	170,000	-	-	-	170,000	-	170,000	-	170,000	Capital	1,500,000	-	-	-	-	1,670,000
Lower Zone - Rialto Ave and K Street Pipeline Replacement	11008	1,580,000	-	-	-	1,580,000	-	1,580,000	-	1,580,000	Capital	-	-	-	-	-	1,580,000
36th Street Pipeline Replacement	11009	30,000	-	-	-	30,000	-	30,000	-	30,000	Capital	250,000	-	-	-	-	280,000
40th St - Edgerton Dr Pipeline Replacements	11010	250,000	-	-	-	250,000	-	250,000	-	250,000	Capital	-	1,750,000	-	-	-	2,000,000
Spruce Street and Eucalyptus Ave Pipeline Replacements	11011	30,000	-	-	-	30,000	50,000	80,000	-	80,000	Capital	-	-	600,000	-	-	680,000
Cooley Ct, Gage St and Sunnyside Ave Pipeline Replacements	11012	30,000	-	-	-	30,000	50,000	80,000	-	80,000	Capital	-	-	600,000	-	-	680,000
Pepper Tree Lane Pipeline Replacement	11032	80,000	-	-	-	80,000	-	80,000	-	80,000	Capital	650,000	-	-	-	-	730,000
San Anselmo Ave Area Pipeline Replacements	11061	-	-	-	-	-	200,000	-	-	200,000	Capital	3,660,000	-	-	-	-	3,860,000
SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT																	
Annual R/R - Sample Stands Replacement	11062	-	-	-	-	-	100,000	100,000	-	100,000	Capital	100,000	100,000	100,000	100,000	100,000	600,000
Annual R/R - Large Meter Vault Replacement	11063	-	-	-	-	-	250,000	250,000	(10,000)	240,000	Capital	250,000	250,000	250,000	250,000	250,000	1,500,000
Annual R/R - Water Meter Capital	11064	-	-	-	-	-	330,000	330,000	(30,000)	300,000	Capital/Conservation	330,000	330,000	330,000	330,000	330,000	1,980,000
Annual R/R - Large Meter Testing	11065	-	-	-	-	-	100,000	100,000	(20,000)	80,000	Capital	100,000	100,000	100,000	100,000	100,000	600,000
Annual R/R - System Valve Replacement	11066	-	-	-	-	-	250,000	250,000	(135,000)	115,000	Capital	350,000	350,000	350,000	350,000	350,000	2,000,000
Annual R/R - Fire Hydrant Replacement	11067	-	-	-	-	-	200,000	200,000	(50,000)	150,000	Capital	200,000	200,000	200,000	200,000	200,000	1,200,000
Annual R/R - City Backflow Device	11068	-	-	-	-	-	50,000	50,000	-	50,000	Capital	50,000	50,000	50,000	50,000	50,000	300,000
Muscoy Service Line Replacements	11069	-	-	-	-	-	3,600,000	3,600,000	-	3,600,000	Grant	-	-	-	-	-	3,600,000
Lead Service Line Replacement Program	10979	1,923,508	50,219	53,177	2,958	1,873,289	-	1,950,000	-	1,873,000	Capital	2,000,000	1,500,000	1,500,000	1,500,000	1,500,000	9,923,508
Advanced Metering Infrastructure (AMI) Project - Phase 1	11020	2,000,000	-	-	-	2,000,000	2,000,000	2,000,000	-	4,000,000	Capital/Grant	-	-	-	-	-	4,000,000
Muscoy Area Read Routes Meter Replacement	11033	350,000	-	-	-	350,000	-	-	-	350,000	Capital	-	-	-	-	-	350,000
FACILITIES AND PLANTS REHABILITATION & REPLACEMENT																	
Annual R/R - Plant Valve Replacement	11070	-	-	-	-	-	70,000	70,000	(20,000)	50,000	Capital	175,000	175,000	175,000	175,000	175,000	945,000
SUBTOTAL FOR REPLACEMENT / REHABILITATION OF SYSTEM ASSETS		16,799,656	68,801	1,104,029	1,035,228	16,730,855	23,770,000	31,125,000	(525,500)	39,975,088		18,580,000	15,770,000	5,220,000	4,020,690	4,020,000	88,180,346

WATER FUND CAPITAL IMPROVEMENT PLAN FY 2022-2023																	
CATEGORY	PROJECT NUMBER	FISCAL YEAR 2021-22 BUDGET	FISCAL YEAR 2021-22 COSTS	ESTIMATED FY 21-22 COSTS INCLUDING ENCUMBRANCES	ESTIMATED OPEN ENCUMBRANCES	PROJECT CARRY OVER	NEW PROJECT OR ADDITIONAL FUNDING	PROJECTED ACTUAL EXPENSES FOR FY 22-23	LABOR PORTION OF PROJECT	CIP BUDGET FY 22-23	FUNDING SOURCES	PROJECTED FY 23-24	PROJECTED FY 24-25	PROJECTED FY 25-26	PROJECTED FY 26-27	PROJECTED FY 27-28	OVERALL PROJECT BUDGET
NEW SYSTEM ASSETS																	
WELLS AND PUMP EQUIPMENT																	
DC-8 Well	10883	150,000	-	-	-	150,000	-	150,000	-	150,000	Capital	1,400,000	-	-	-	-	1,550,000
Production Well		-	-	-	-	-	-	-	-	-	Capital	175,000	1,400,000	-	-	-	1,575,000
PUMPS AND BOOSTER PLANTS																	
2300 Zone Pump Station		-	-	-	-	-	-	-	-	-	Capital/Developer	3,300,000	-	-	-	-	3,300,000
RESERVOIRS																	
18-117 2300 Zone 1 MG Reservoir (Reservoir #1)	10828	141,657	28,057	36,896	8,839	113,600	-	114,000	-	114,000	Capital/Developer	2,000,000	-	-	-	-	2,141,657
Mountain Zone 2.0 MG Reservoir		-	-	-	-	-	-	-	-	-	Capital	300,000	3,600,000	-	-	-	3,900,000
Terrace 2.0 MG Reservoir		-	-	-	-	-	-	-	-	-	Capital	-	-	300,000	3,600,000	-	3,900,000
Ridgeline 0.25 MG Reservoir		-	-	-	-	-	-	-	-	-	Capital	-	60,000	450,000	-	-	510,000
WATER MAINS																	
2300 Zone Transmission Main (2300 PS to 2300 Res)	New CO	-	-	-	-	-	-	-	-	-	Capital/Developer	2,000,000	-	-	-	-	2,000,000
Olive Street and Valencia Street Main Extension	11022	50,000	-	-	-	50,000	-	50,000	-	50,000	Capital	-	300,000	-	-	-	350,000
FACILITIES AND PLANTS																	
14-121 Water Facilities Relocation	10689	11,479,113	278,434	402,442	124,008	11,200,679	-	11,201,000	-	11,201,000	Capital/Debt	2,800,000	8,300,000	-	-	-	22,579,113
Annual R/R - Water System Security Upgrades	11071	-	-	-	-	-	110,000	110,000	(10,000)	100,000	Capital	100,000	100,000	100,000	100,000	100,000	610,000
Annual R/R - Plant Site Improvements	11072	-	-	-	-	-	150,000	150,000	-	150,000	Capital	150,000	150,000	150,000	150,000	150,000	900,000
Annual R/R - SCADA and Telemetry Upgrades	11073	-	-	-	-	-	180,000	180,000	(15,000)	165,000	Capital	180,000	180,000	180,000	180,000	180,000	1,080,000
1350 South E Street - Parking Lot Expansion	10980	132,246	3,905	13,905	10,000	128,341	125,000	244,000		253,341	Capital	-	-	-	-	-	257,246
Site and Facilities Master Planning	11074	-		-		-	350,000	350,000		350,000	Capital	-	3,500,000	-	-	-	3,850,000
SUBTOTAL FOR NEW SYSTEM ASSETS		11,953,016	310,396	453,243	142,847	11,642,620	915,000	12,549,000	(25,000)	12,533,341		12,405,000	17,590,000	1,180,000	4,030,000	430,000	48,503,016
OTHER FUNDED PROJECTS																	
PUBLIC WORKS PROJECTS																	
Annual Unplanned Public Works	11076	-	-	-	-	-	175,000	175,000	-	175,000	Capital	175,000	175,000	175,000	175,000	175,000	1,050,000
Annual City Public Works Projects							1,155,000	1,155,000		1,155,000	Capital						
Redlands Passenger Rail Project Main Replacements	10856	464,819	-	77,916	77,916	464,819	-	465,000	-	465,000	Capital	-	-	-	-	-	464,819
CONSENT DECREE REMEDY REPLACEMENT																	
13-108 Muscoy - EPA #109 Shallow Well	10690	1,233,357	-	-	-	1,233,357	250,000	1,233,000	-	1,483,000	AIG	-	-	-	-	-	1,483,357
Annual R/R - EPA Extraction Wells (Newmark)	11077	-	-	-	-	-	400,000	400,000	-	400,000	AIG	400,000	400,000	400,000	400,000	400,000	2,400,000
Annual R/R - EPA Extraction Wells (Muscoy)	11078	-	-	-	-	-	600,000	600,000	-	600,000	AIG	400,000	400,000	400,000	400,000	400,000	2,600,000
Annual R/R - EPA Monitoring Wells	11079	-	-	-	-	-	80,000	80,000	-	80,000	AIG	50,000	50,000	50,000	50,000	50,000	330,000
Annual R/R - EPA Treatment Plant Vessels and Piping/Valves	11080	-	-	-	-	-	50,000	50,000	-	50,000	AIG	50,000	50,000	50,000	50,000	50,000	300,000
Annual R/R San Bernardino Basin Model	11081	141,283	73,040	141,283	68,243	68,243	100,000	100,000		168,000	PFM/EPA Grant	100,000	100,000	100,000	100,000	100,000	741,283
SUBTOTAL FOR OTHER FUNDED PROJECTS		1,839,459	73,040	219,199	146,159	1,766,419	2,810,000	4,258,000	-	4,576,000		1,175,000	1,175,000	1,175,000	1,175,000	1,175,000	9,369,459
GRAND TOTAL		\$ 30,592,131	\$ 452,237	\$ 1,776,471	\$ 1,324,234	\$ 30,139,894	\$ 27,495,000	\$ 47,932,000	\$ (550,500)	\$ 57,084,429		\$ 32,160,000	\$ 34,535,000	\$ 7,575,000	\$ 9,225,690	\$ 5,625,000	\$ 146,052,821

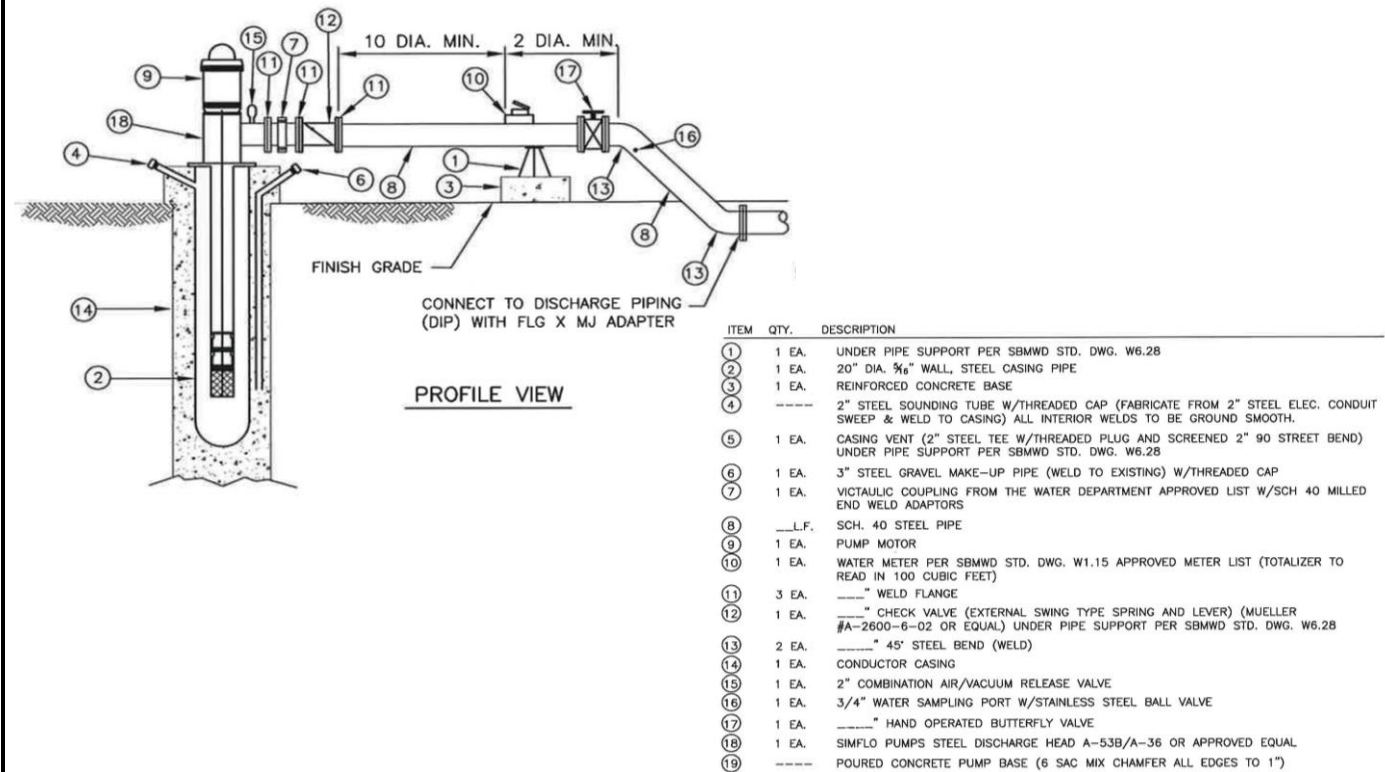


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: ANNUAL WELL REPLACEMENT/REHABILITATION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WELLS AND PUMPING EQUIPMENT REHABILITATION

Budget ID No. **CO No. 11052**

Project Description: Project involves the replacement or rehabilitation of groundwater production wells as a result of mechanical or electrical equipment failure. It is anticipated that six (6) production wells will need to be rehabilitated during the fiscal year. Other wells will be rehabilitated or replaced if mechanical or electrical failure occurs.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$35,000
SBMWD Stock Issues	\$35,000
Equipment Rental:	\$5,000
Purchased Material:	\$15,000
Contract Services	\$270,000
Subtotal:	\$360,000
Contingency (10%)	\$36,000
TOTAL COSTS (ROUNDED)	\$400,000
Project Funding Sources:	Funding Amount
Water Capital:	\$365,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$365,000 *excludes SBMWD labor (\$35,000)

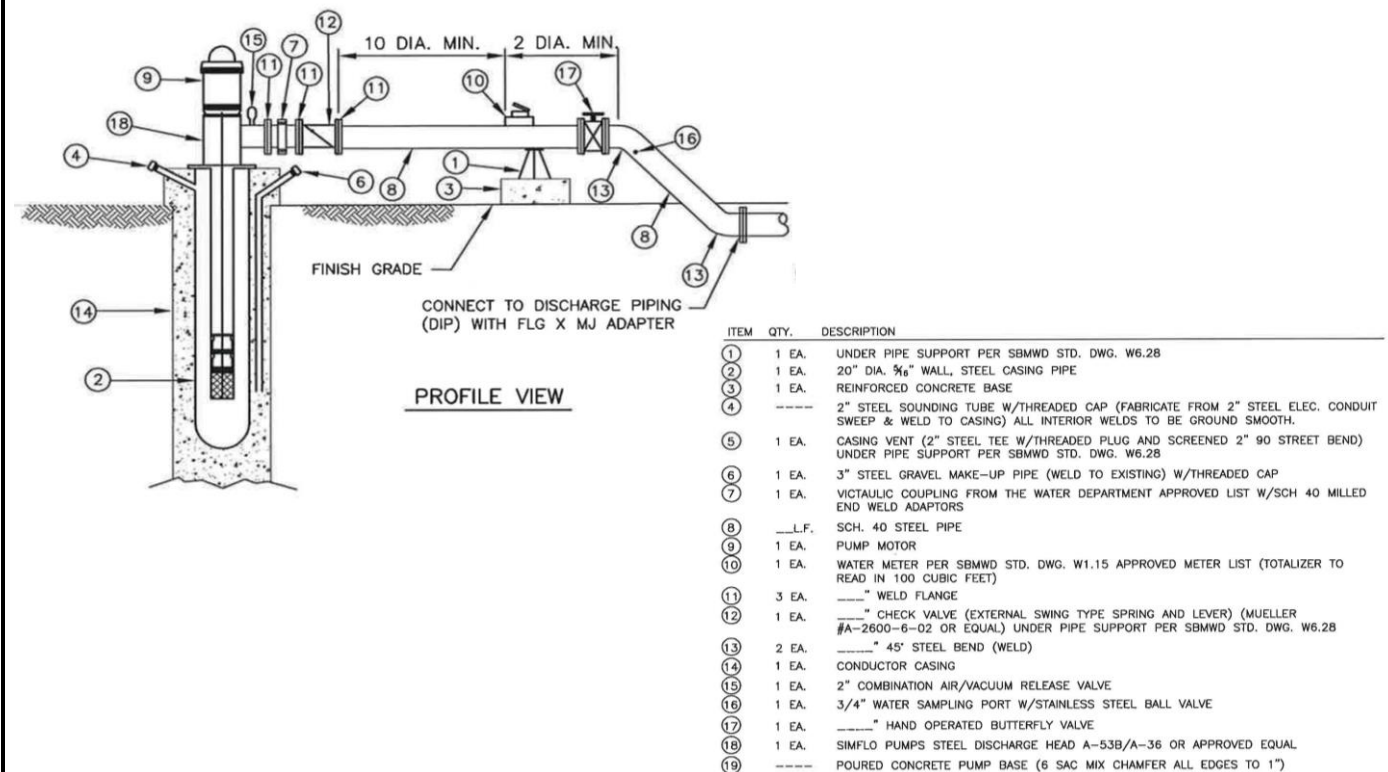


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: ANNUAL GEOTHERMAL WELLS REPLACEMENT/REHABILITATION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WELLS AND PUMPING EQUIPMENT REHABILITATION

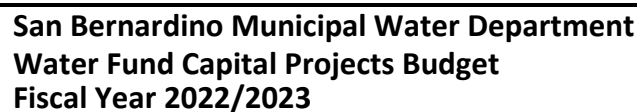
Budget ID No. **CO No. 11053**

Project Description: Project involves the replacement or rehabilitation of geothermal groundwater production wells as a result of mechanical or electrical equipment failure. It is anticipated that one (1) geothermal production well will need to be rehabilitated during the fiscal year. Other wells will be rehabilitated or replaced if mechanical or electrical failure occurs.



Budgetary Requirements:

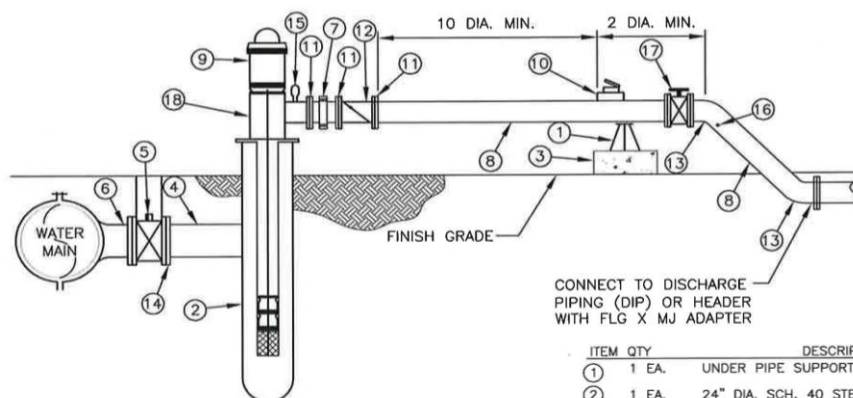
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$5,000
SBMWD Stock Issues	\$8,000
Equipment Rental:	\$1,000
Purchased Material:	\$3,000
Contract Services	\$73,000
Subtotal:	\$90,000
Contingency (10%)	\$9,000
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
Water Capital:	\$95,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$95,000 *excludes SBMWD labor (\$5,000)



Project Name:	ANNUAL BOOSTER PUMP REPLACEMENT/REHABILITATION
Asset Classification:	REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category:	PUMPS, BOOSTERS & ACV REHABILITATION & REPLACEMENT

Budget ID No.	CO No. 11054
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Project Description: Project involves either the replacement or rehabilitation of booster pumps as a result of mechanical or electrical equipment failure. It is anticipated that seven (7) booster pumps will need to be rehabilitated during the fiscal year. Booster pumps will be rehabilitated or replaced if mechanical or electrical failure occurs.



ITEM	QTY	DESCRIPTION
①	1 EA.	UNDER PIPE SUPPORT PER SBMWD STD. DWG. W6.28
②	1 EA.	24" DIA. SCH. 40 STEEL PUMP CAN
③	1 EA.	REINFORCED CONCRETE BASE
④	1 EA.	_____ " SCH. 40 STEEL PIPE
⑤	1 EA.	_____ " BUTTERFLY VALVE (FLG) PER SBMWD STD. DWG. W3.2
⑥	1 EA.	_____ " X _____ " WELD NOZZLE
⑦	1 EA.	_____ " VITACUALO COUPLING FROM THE WATER DEPARTMENT APPROVED LIST W/SCH 40 MILLED END WELD ADAPTORS
⑧	_____	_____ LINEAR FEET SCH. 40 STEEL PIPE
⑨	1 EA.	PUMP MOTOR
⑩	1 EA.	WATER METER PER SBMWD STD. DWG. W1.15 APPROVED METER LIST (TOTALIZER TO READ IN 100 CUBIC FEET)
⑪	3 EA.	_____ " WELD FLANGE
⑫	1 EA.	_____ " CHECK VALVE (EXTERNAL SWING TYPE SPRING AND LEVER) (MUELLER # A-2600-6-02 OR EQUAL)
⑬	2 EA.	_____ " 45° STEEL BEND (WELD)
⑭	1 EA.	_____ " WELD FLANGE
⑮	1 EA.	2" COMBINATION AIR/VACUUM RELEASE VALVE
⑯	1 EA.	3/4" WATER SAMPLING PORT W/STAINLESS STEEL BALL VALVE
⑰	1 EA.	_____ " HAND OPERATED BUTTERFLY VALVE
⑱	1 EA.	SIMFLO PUMPS STEEL DISCHARGE HEAD A-53B/A-36 OR APPROVED EQUAL

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$18,000
SBMWD Stock Issues	\$2,000
Equipment Rental:	\$2,000
Purchased Material:	\$11,000
Contract Services	\$75,000
Subtotal:	\$108,000
Contingency (10%)	\$11,000
TOTAL COSTS (ROUNDED)	\$120,000
Project Funding Sources:	Funding Amount
Water Capital:	\$102,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$102,000 *excludes SBMWD labor (\$18,000)

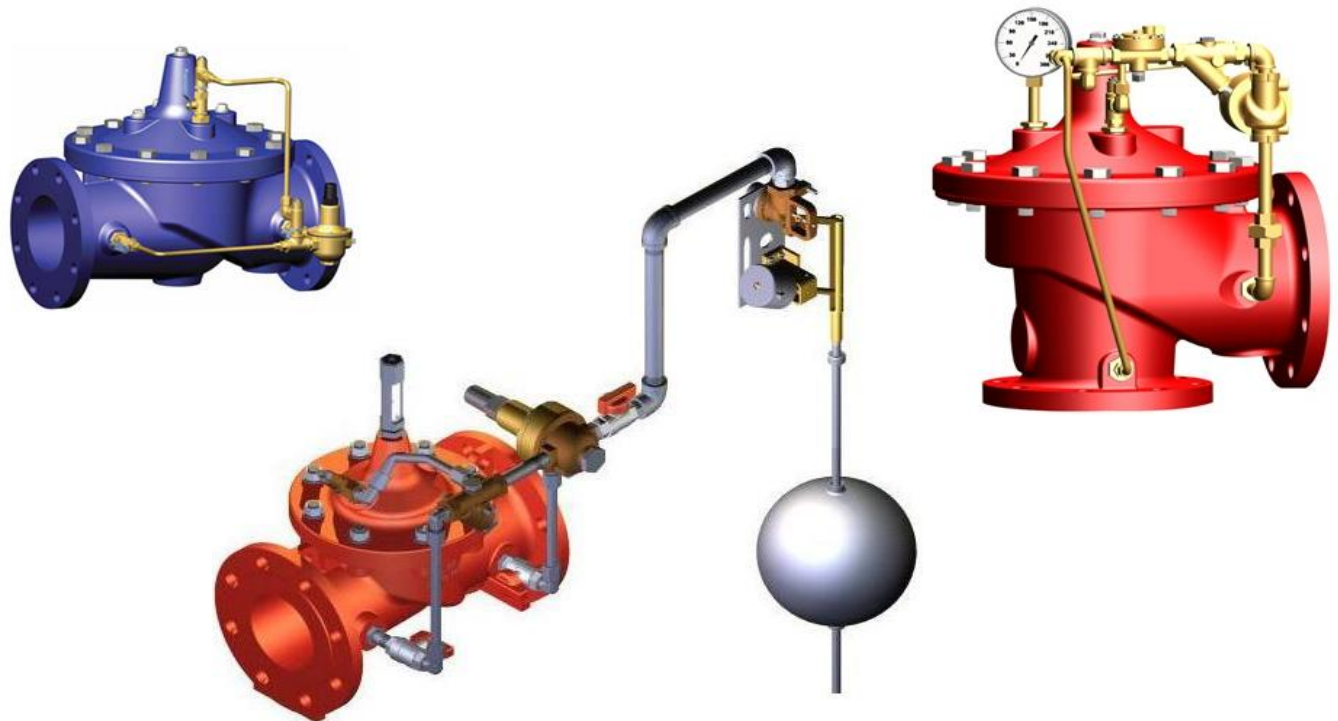


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL AUTOMATIC CONTROL VALVE REPLACEMENT/REHABILITATION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: PUMPS, BOOSTERS & ACV REHABILITATION & REPLACEMENT

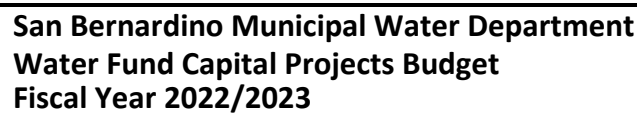
Budget ID No. CO No. 11055

Project Description: Project involves either the replacement of automatic control valves (ACV's) or the rehabilitation of automatic control valves as a result of mechanical failure or age. It is anticipated that one (1) ACV will need to be rehabilitated during this budget cycle.



Budgetary Requirements:

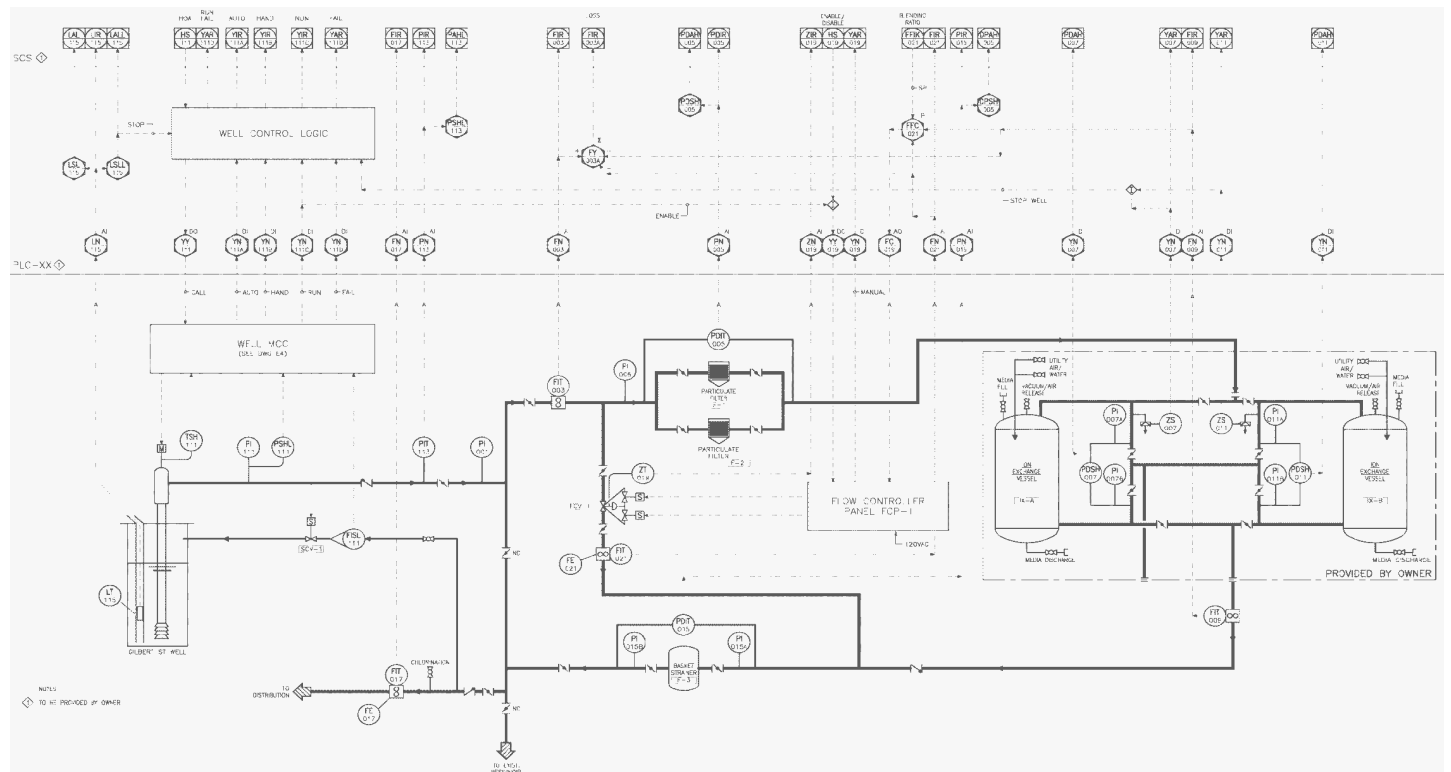
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$2,500
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$20,000
Subtotal:	\$22,500
Contingency (10%)	\$2,250
TOTAL COSTS (ROUNDED)	\$25,000
Project Funding Sources:	Funding Amount
Water Capital:	\$22,500
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$22,500 *excludes SBMWD labor (\$2,500)



Project Name:	ANNUAL SCADA & METERING TO NON-MONITORED PUMPS/ACV'S
Asset Classification:	REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category:	PUMPS, BOOSTERS & ACV REHABILITATION & REPLACEMENT

Budget ID No.	CO No. 11056
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Project Description: Project involves the installation of SCADA facilities on non-monitored pumps or wells. This allows staff to monitor flow rates remotely via SCADA network and gather/record real time data. It is anticipated that four (4) agency interties, to be identified in the future, will be upgraded.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$18,000
Contract Services	\$0
Subtotal:	\$18,000
Contingency (10%)	\$2,000
TOTAL COSTS (ROUNDED)	\$20,000
Project Funding Sources:	Funding Amount
Water Capital:	\$20,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$20,000

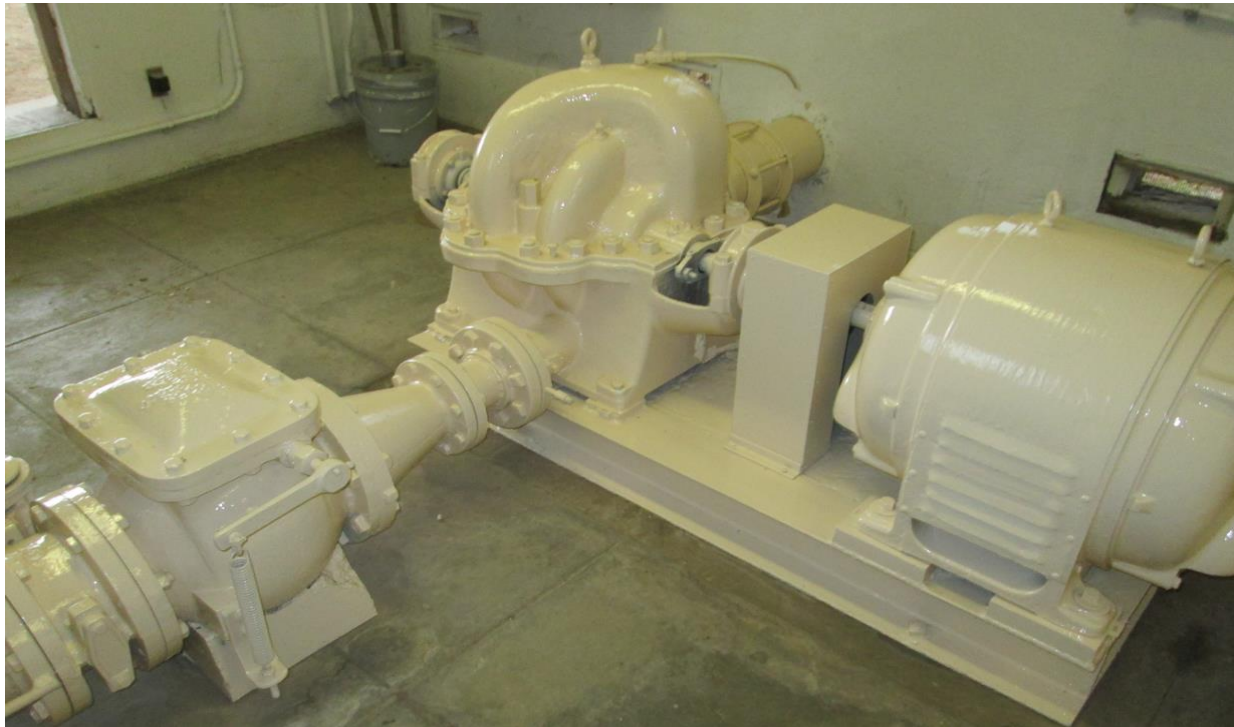


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: MOUNTAIN ZONE PUMP STATION UPGRADE
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: PUMPS, BOOSTERS & ACV REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11057

Project Description: Project involves the upgrade of the Mountain Zone pump station. The 2015 Water Facilities Master Plan identified a recommendation for pumping capacity increase in the Mountain Pressure Zone. The capacity deficit for this zone is relatively minor for existing conditions, but will increase for future demands. Therefore, when this pumping capacity deficit is addressed, it is recommended that projected increases in the pumping capacity deficit for future demands be considered.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$150,000
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$150,000
Contingency (10%)	\$15,000
TOTAL COSTS (ROUNDED)	\$165,000
Project Funding Sources:	Funding Amount
Water Capital:	\$165,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$165,000



San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
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Project Name: Ogden Pump Station Evaluation & Site Improvements
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: PUMPS, BOOSTERS & ACV REHABILITATION & REPLACEMENT

Budget ID No. **CO No. 11058**

Project Description: Project will perform a study to confirm if the mechanical equipment and piping components are at the proper pressure rating, to recommend any modifications needed, and to prepare site drainage design to properly manage any potential runoff encountered at the site.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$409,000
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$409,000
Contingency (10%)	\$41,000
TOTAL COSTS (ROUNDED)	\$450,000
Project Funding Sources:	Funding Amount
Water Capital:	\$450,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$450,000



San Bernardino Municipal Water Department

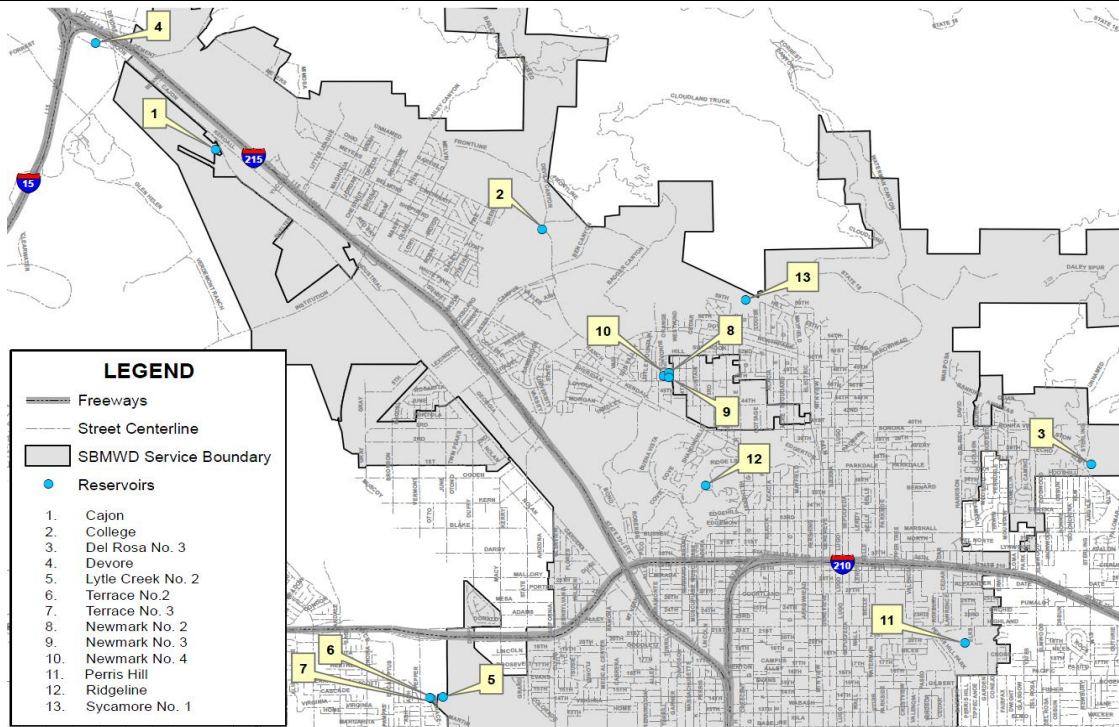
Water Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: RESERVOIR SEISMIC UPGRADES
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: RESERVOIR REHABILITATION

Budget ID No. 12-100 **C.O. No.** 10535

Project Description: Project involves the seismic retrofitting of the Department's multiple reinforced concrete and welded steel water storage tanks. In 2003, a vulnerability assessment was performed by a consultant that identified deficiencies that could lead to catastrophic failure of the reservoirs due to a significant seismic event. Maintaining pressure in the water distribution system is a vital component to responding to the public's needs after a seismic event including fire suppression and drinking water. If reservoirs fail, water system pressure loss will occur prompting boil alerts and significantly decreasing ability to fight structure fires. This project is a planned multi-year project due to the extensive scope and cost. The project is composed of three (3) groups which separate the reinforced concrete and the welded steel tanks. Groups 3A and 3B include the reinforced concrete tanks while Groups 1 and 2 combine the welded steel tanks. Group 1 completed construction in fiscal year 20/21 budget cycle and includes steel reservoirs. State Revolving Fund and FEMA funding opportunities are in progress for Group 2. Group 3A will be placed for bidding in FY's 21/22 with construction in FY 22-23.



Budgetary Requirements:

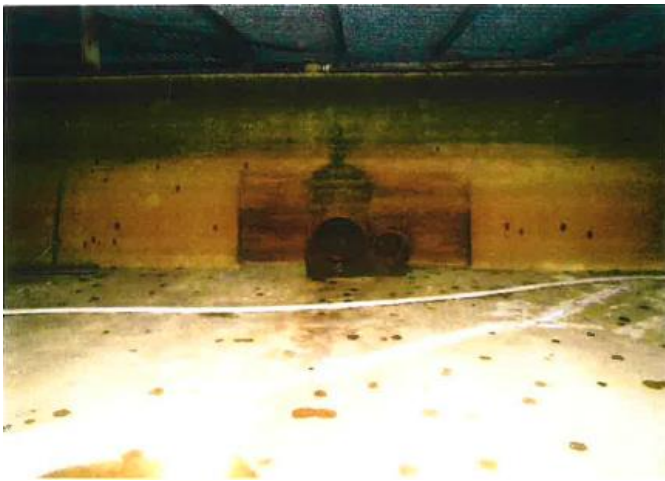
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$180,000
Const. Mgmnt:	\$900,000
Construction:	\$18,660,909
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$19,740,909
Contingency (10%)	\$1,974,091
TOTAL COSTS (ROUNDED)	\$21,715,000
Project Funding Sources:	Funding Amount
Water Capital:	\$7,715,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other (Debt):	\$14,000,000
FUNDING (ROUNDED)	\$21,715,000



San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
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Project Name: **LYTLE CREEK NO. 1 RESERVOIR STRUCTURAL EVALUATION AND RELINING**
Asset Classification: **REPLACEMENT/REHABILITATION OF SYSTEM ASSETS**
Asset Category: **RESERVOIR REHABILITATION**

Budget ID No. **CO No.** **10935**
Project Description: Project involves the structural evaluation of the Lytle Creek Reservoir No. 1 and the potential relining of the interior concrete to address water loss and cracks.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$60,000
Const. Mgmnt:	\$0
Construction:	\$280,000
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$340,000
Contingency (10%)	\$34,000
TOTAL COSTS (ROUNDED)	\$375,000
Project Funding Sources:	Funding Amount
Water Capital:	\$375,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other (Debt):	\$0
FUNDING (ROUNDED)	\$375,000

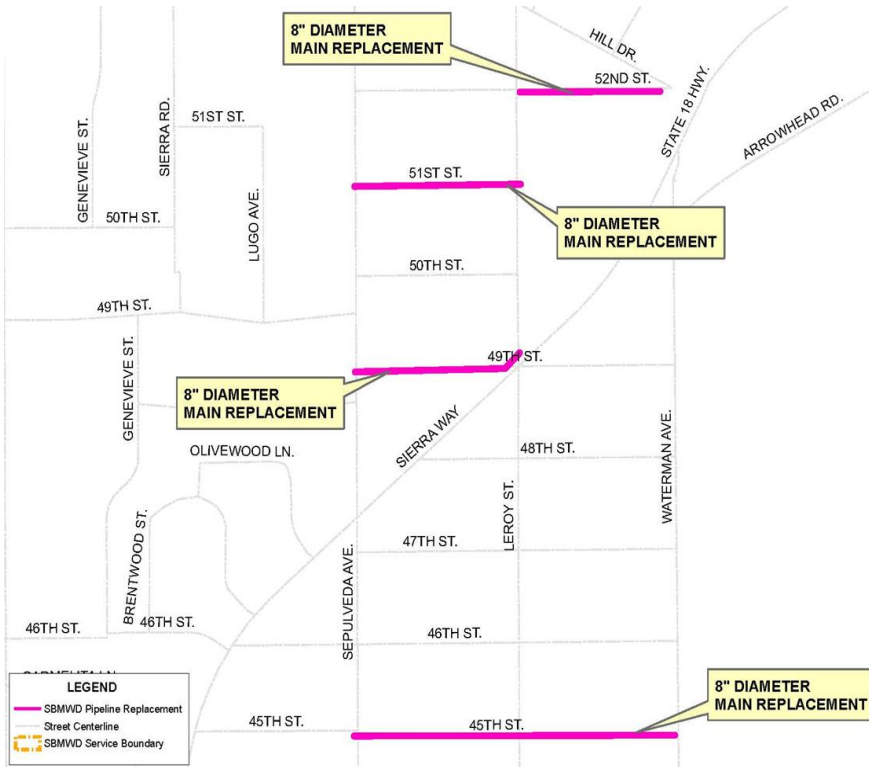


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: MOUNTAIN PRESSURE ZONE MAIN REPLACEMENTS PHASE 2
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. 15-106 **CO No.** 10733

Project Description: Project involves the construction of approximately 3,050 linear feet of the 8" ductile iron mains in the Mountain Pressure Zone. The new mains will replace 4" diameter cast iron and steel mains for improved distribution and fire flow in the immediate areas. Project is a 2007 master-planned "Priority 1 Pipeline Improvement".



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$24,455
Design:	\$122,273
Const. Mgmt:	\$122,273
Construction:	\$1,956,364
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$24,455
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$2,249,818
Contingency (10%)	\$224,982
TOTAL COSTS (ROUNDED)	\$2,475,000
Project Funding Sources:	Funding Amount
Water Capital:	\$2,690,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$2,690,000

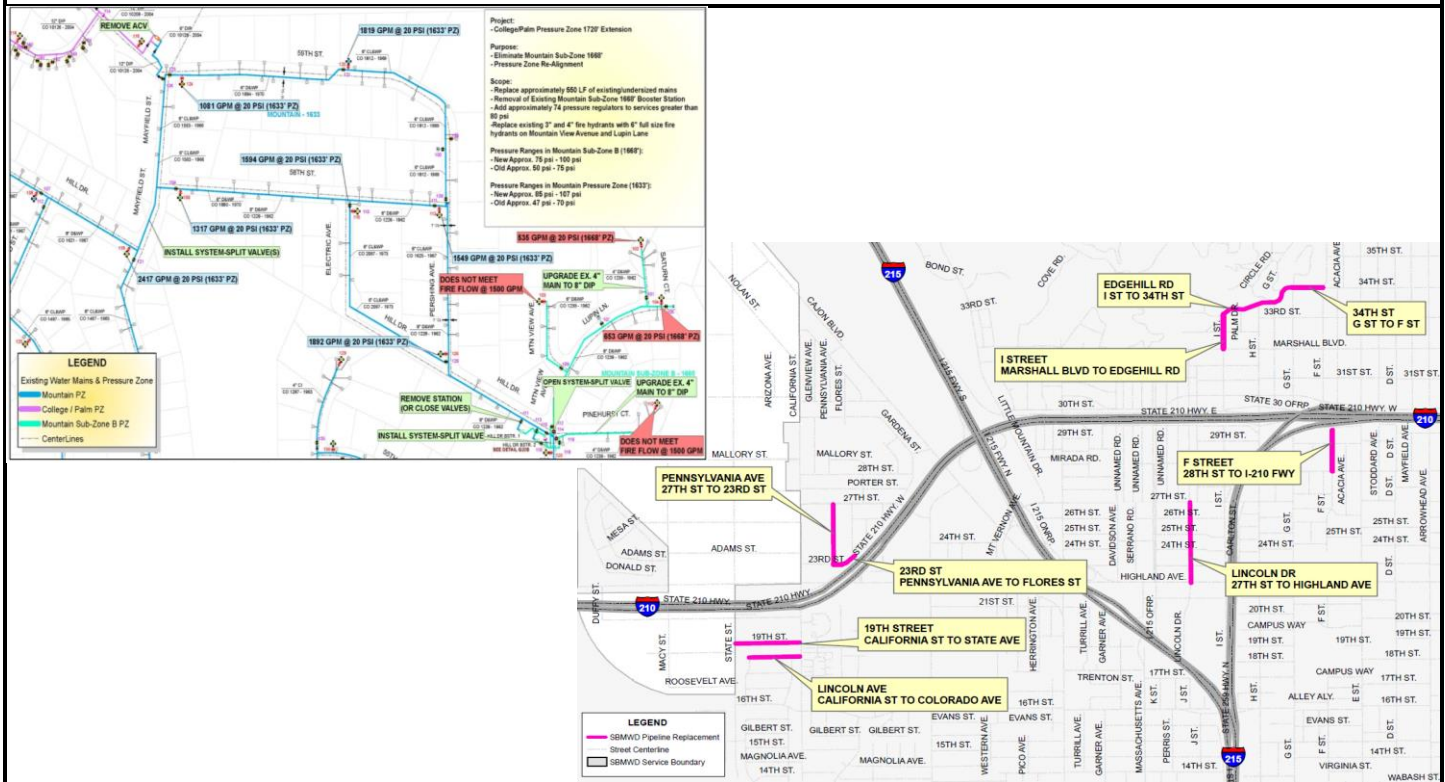


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: 19/20 UPPER ZONE REPLACEMENTS & MOUNTAIN SUB-ZONE B PZ ELIMINATION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 10952

Project Description: Project includes the combination of CO 10818 Upper Zone Replacements - Mallory, Shandin Hills area which are priority 1 and 2 proposed pipeline improvements from the 2007 Water Facilities Master Plan and CO 10819 1720' Pressure Zone Extension (Mountain Sub-Zone B Elimination).



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$275,455
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$275,455
Contingency (10%)	\$27,545
TOTAL COSTS (ROUNDED)	\$303,000
Project Funding Sources:	Funding Amount
Water Capital:	\$303,000 Carryover funds from Fiscal Year 2021/2022
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$303,000

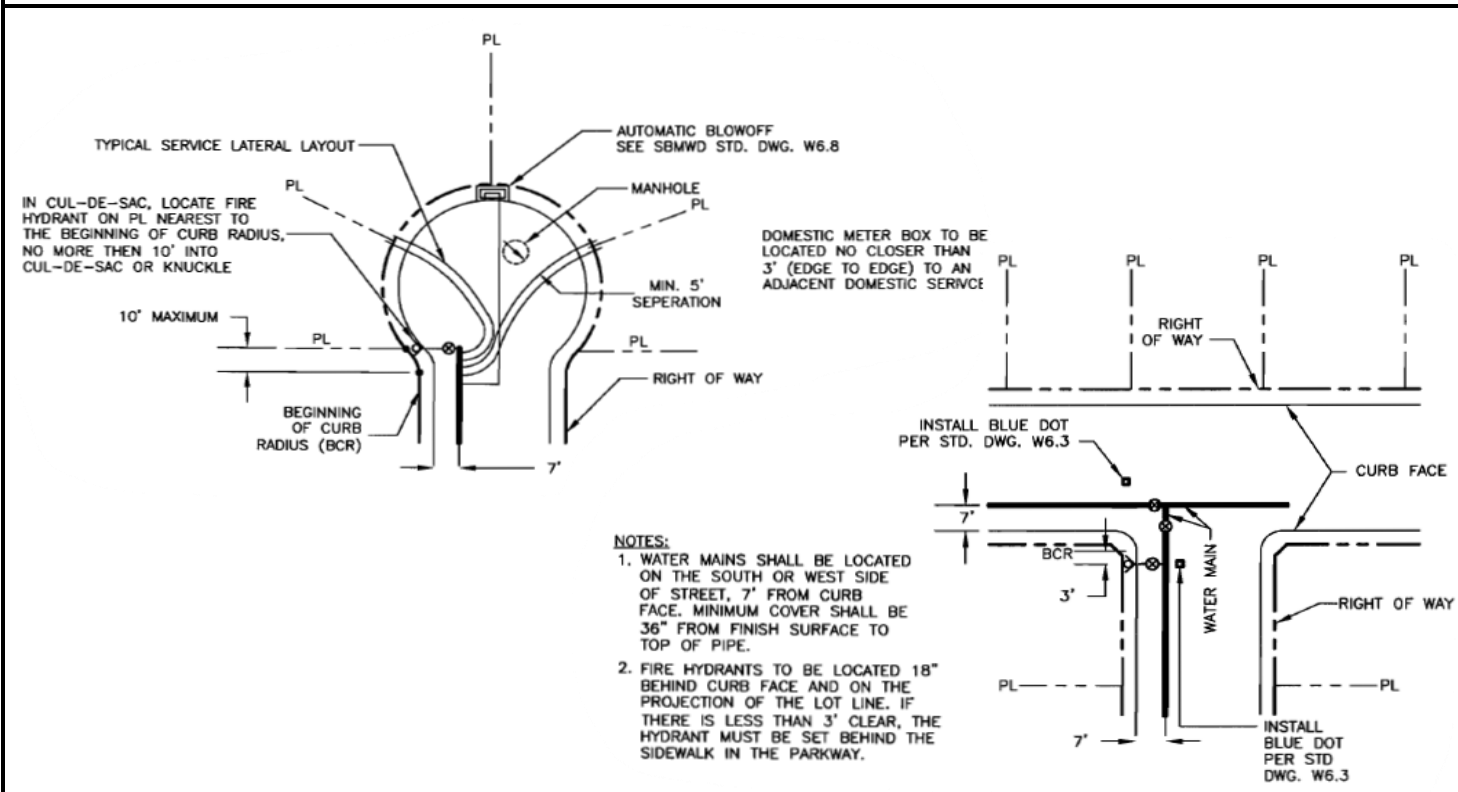


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
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Project Name: ANNUAL PIPELINE REPLACEMENT/REHABILITATION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11059

Project Description: Project involves the replacement of system wide problematic pipelines due to age, size, corrosion, and/or extreme leak history. These pipelines will be identified and replaced by the Department's Water Utility Distribution Section throughout the budget cycle.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$100,000
SBMWD Stock Issues	\$12,000
Equipment Rental:	\$12,000
Purchased Material:	\$135,000
Contract Services	\$12,000
Subtotal:	\$271,000
Contingency (10%)	\$27,100
TOTAL COSTS (ROUNDED)	\$300,000
Project Funding Sources:	Funding Amount
Water Capital:	\$200,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$200,000 *excludes SBMWD labor

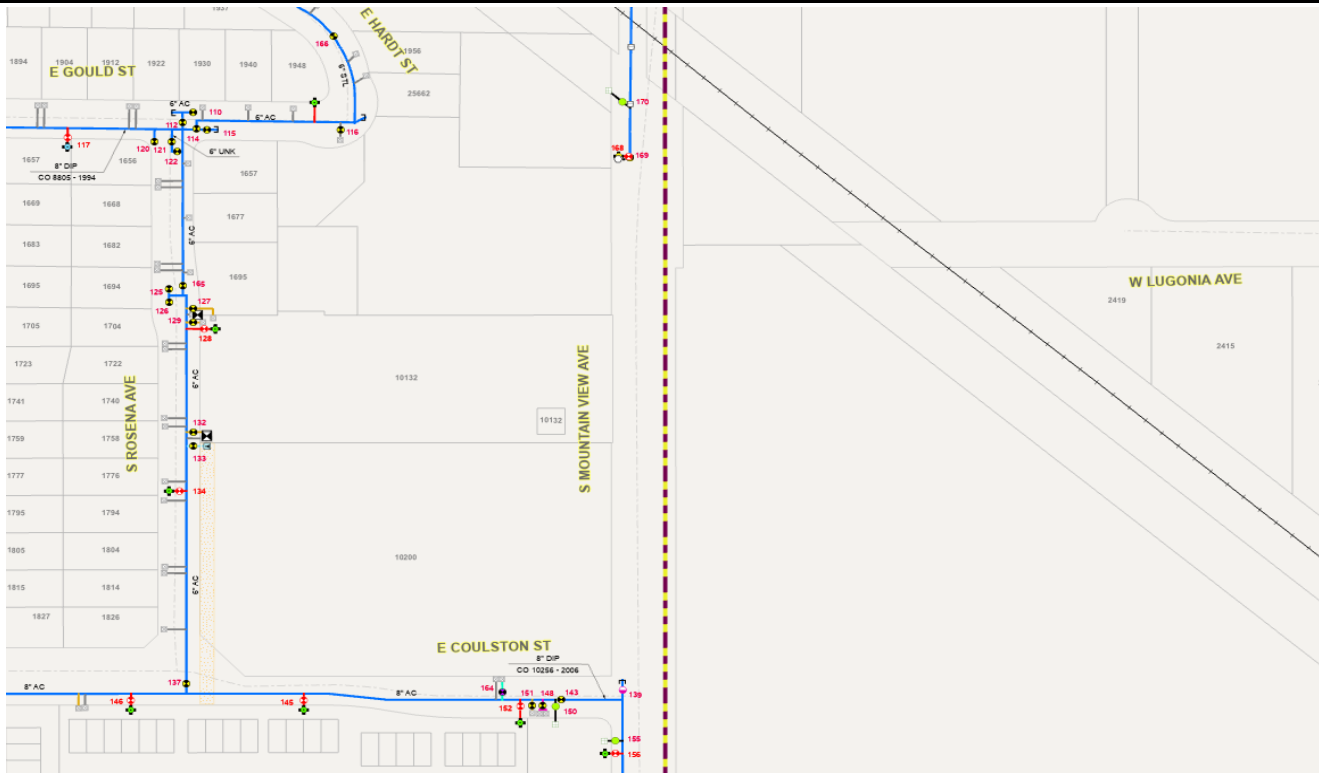


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: MOUNTAIN VIEW PIPELINE EXTENSION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11060

Project Description: Project involves pipeline extension of 800-feet on Mountain View Avenue from Mission Creek to Coulston Street. Pipeline extension will eliminate a pipeline deadend segment and decrease staff's time to flush regularly, as well as increase fire flow capacity.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$45,455
Const. Mgmt:	\$0
Construction:	\$227,273
SBMWD Labor & Ovhd:	\$90,909
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$363,636
Contingency (10%)	\$36,364
TOTAL COSTS (ROUNDED)	\$400,000
Project Funding Sources:	Funding Amount
Water Capital:	\$400,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$400,000

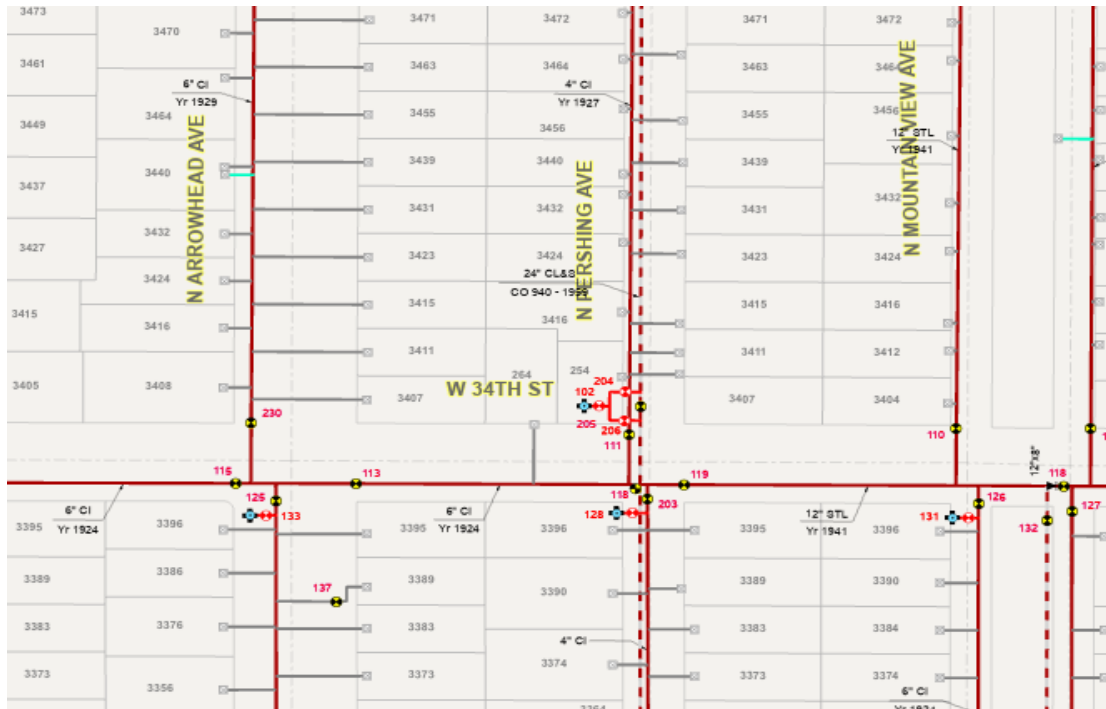


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: 34TH STREET (F STREET - MTN VIEW AVE)
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11006

Project Description: Project includes the replacement of the 6-inch cast iron main from 1924 and a portion of the 12-inch steel main from 1941 with recent chronic leak histories. Project includes funding for the design. Project length is approximately 2,800 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$4,545
Design:	\$86,364
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$90,909
Contingency (10%)	\$9,091
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
Water Capital:	\$100,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$100,000

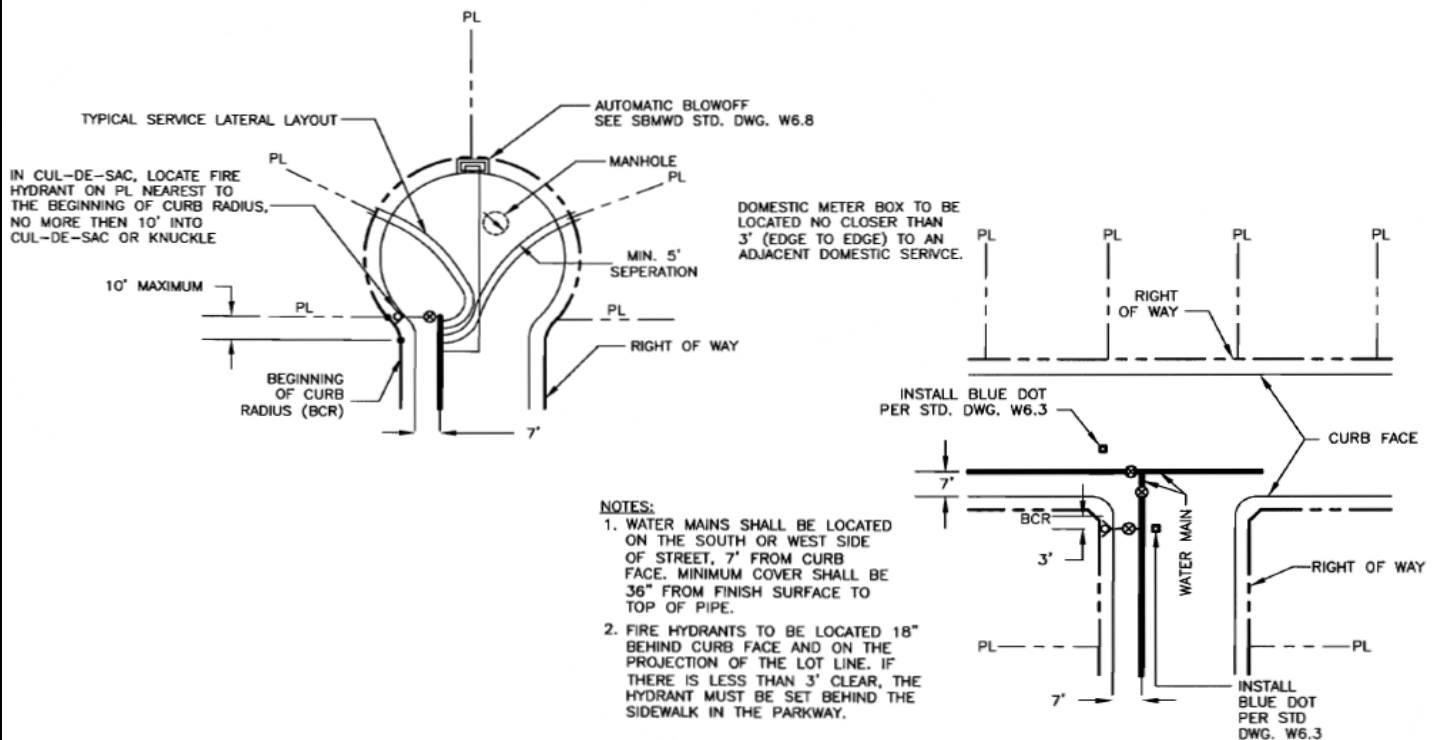


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
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Project Name: LITTLE MOUNTAIN DR MAIN REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11007

Project Description: Project includes testing and investigation for the replacement of a main replacement on Little Mountain Drive with recent chronic leak histories. Project includes funding for the investigation and design. Preliminary project length is approximately 4,000 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$7,727
Design:	\$146,818
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$154,545
Contingency (10%)	\$15,455
TOTAL COSTS (ROUNDED)	\$170,000
Project Funding Sources:	Funding Amount
Water Capital:	\$170,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$170,000

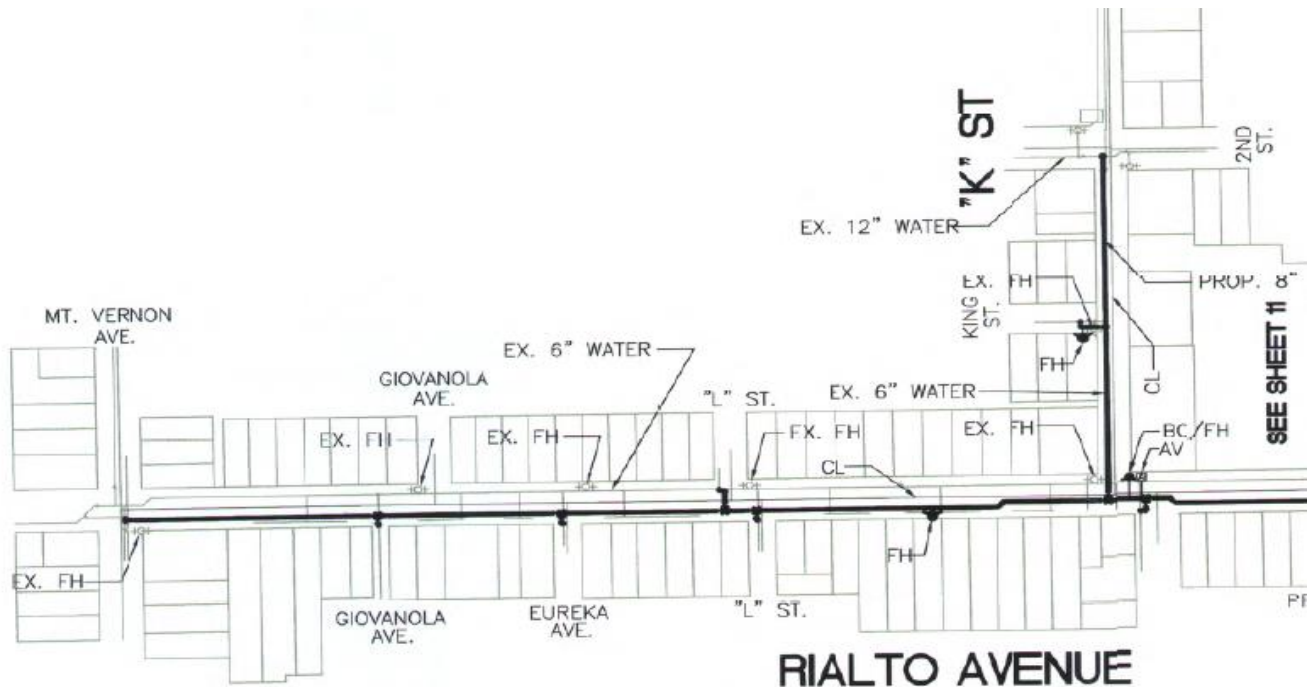


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: LOWER ZONE - RIALTO AVE AND K STREET PIPELINE REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11008

Project Description: Project includes funding for the construction of the existing main replacements on Rialto Ave between Mount Vernon Ave and K Street, and K Street between Rialto Ave and 2nd Street. The project consists of priority 1 pipeline improvements from the 2007 Water Facilities Master Plan.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$14,364
Design:	\$28,727
Const. Mgmnt:	\$28,727
Construction:	\$1,364,545
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$1,436,364
Contingency (10%)	\$143,636
TOTAL COSTS (ROUNDED)	\$1,580,000
Project Funding Sources:	Funding Amount
Water Capital:	\$1,580,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$1,580,000

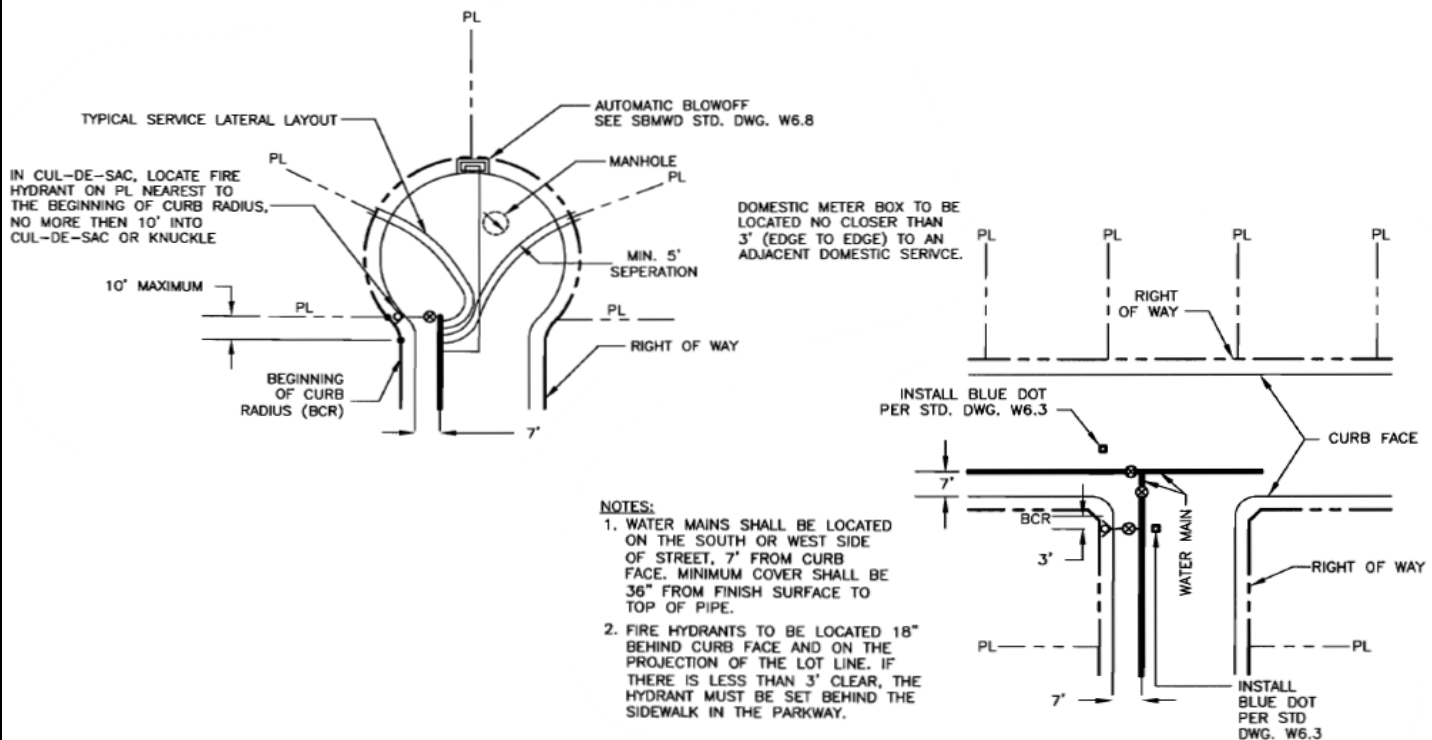


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: 36TH STREET PIPELINE REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11009

Project Description: Project includes the replacement of a water main on 36th Street from F Street to G Street as identified in the 2015 Water Facilities Master Plan. Project includes funding for design. Approximate project length is 670 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$1,364
Design:	\$25,909
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$27,273
Contingency (10%)	\$2,727
TOTAL COSTS (ROUNDED)	\$30,000
Project Funding Sources:	Funding Amount
Water Capital:	\$30,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$30,000

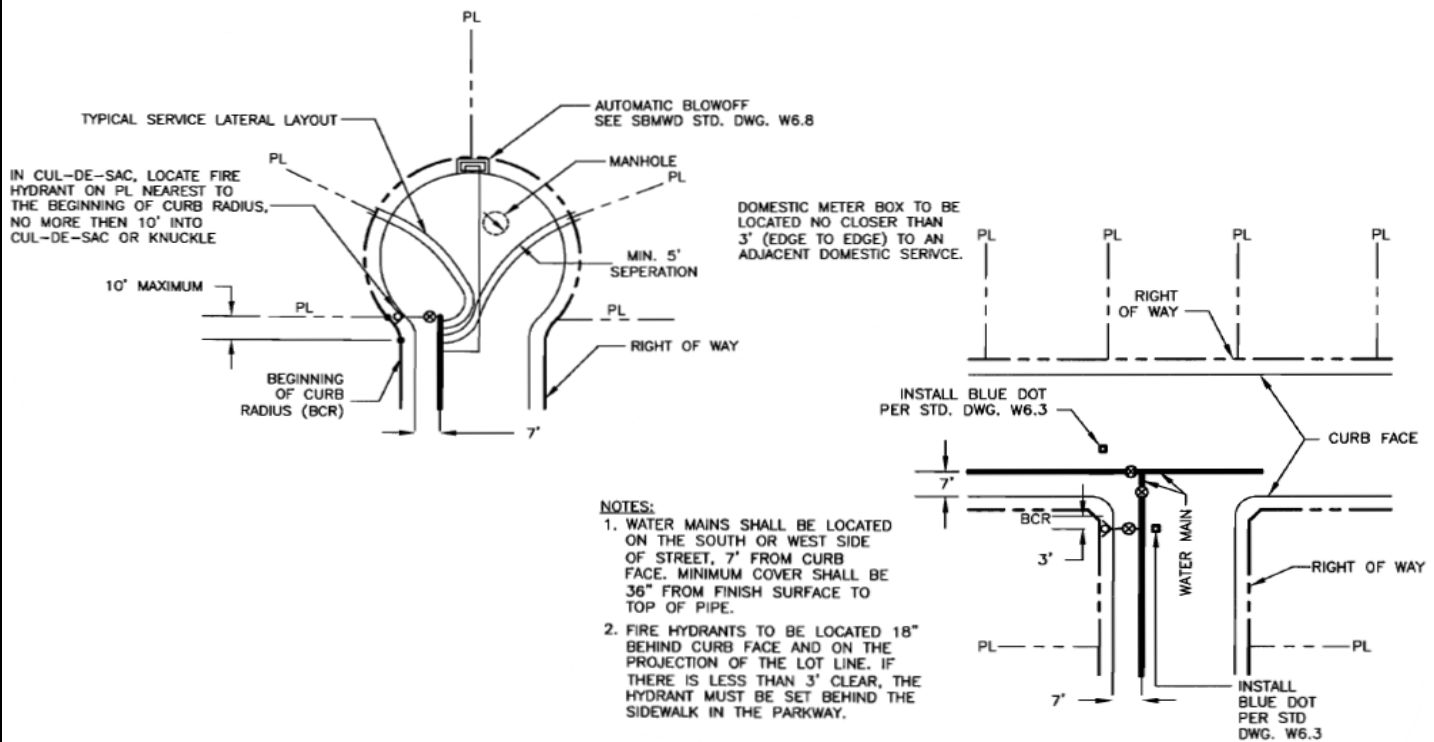


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: 40TH STREET - EDGERTON DR PIPELINE REPLACEMENTS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11010

Project Description: Project includes the replacement of water mains on 40th Street from Genevieve to Palm, Palm from 40th to 39th, continuing south to Edgerton Dr, continuing west to end of Edgerton Dr, Skylark Dr from Edgerton Dr to end as identified in the 2015 Water Facilities Master Plan. Project includes funding for design. Approximate project length is 5,500 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$11,364
Design:	\$215,909
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$227,273
Contingency (10%)	\$22,727
TOTAL COSTS (ROUNDED)	\$250,000
Project Funding Sources:	Funding Amount
Water Capital:	\$250,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$250,000

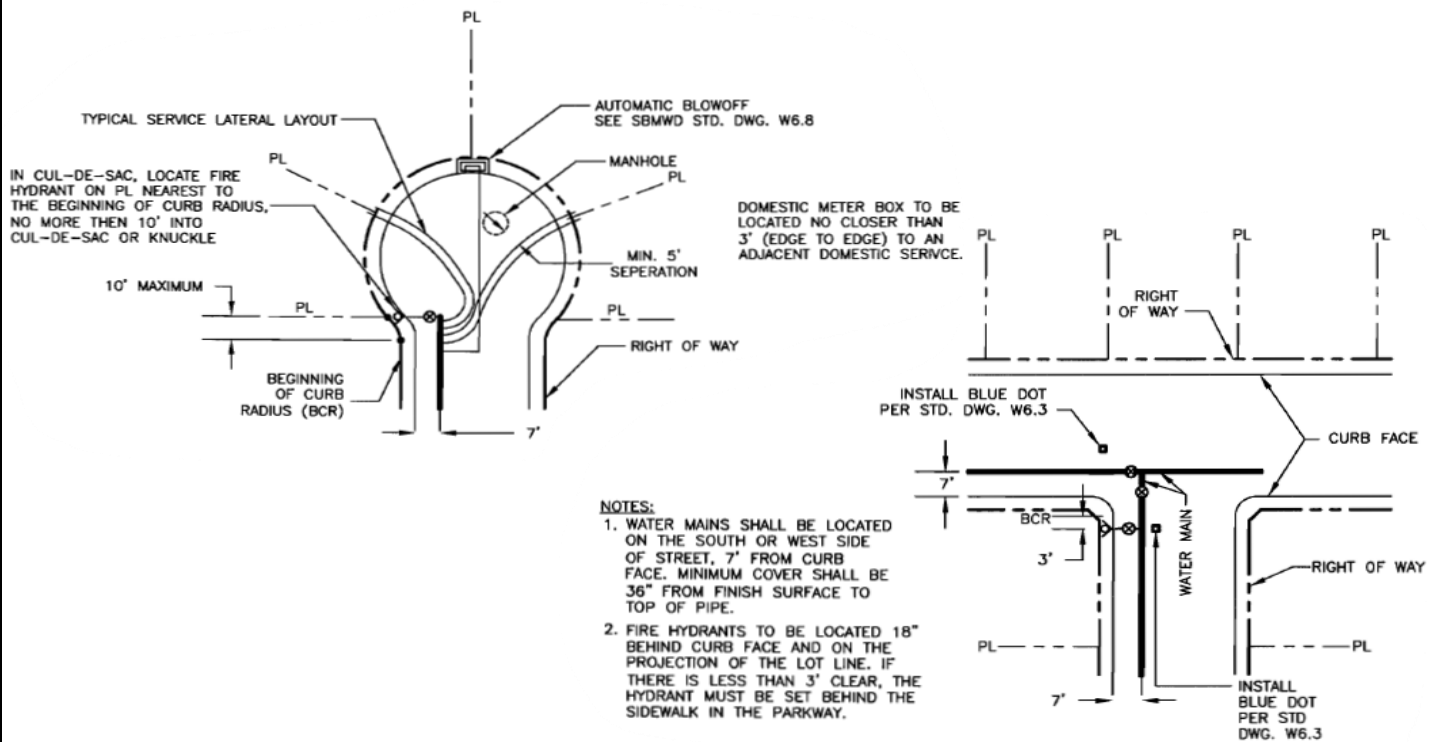


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: SPRUCE STREET AND EUCALYPTUS AVE PIPELINE REPLACEMENTS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11011

Project Description: Project includes the replacement of water mains on Spruce Street from Eucalyptus to Pepper and Pepper Avenue from Spruce to 6th as identified in the 2015 Water Facilities Master Plan. Project includes funding for design. Approximate project length is 1,850 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$3,636
Design:	\$69,091
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$72,727
Contingency (10%)	\$7,273
TOTAL COSTS (ROUNDED)	\$80,000
Project Funding Sources:	Funding Amount
Water Capital:	\$80,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$80,000

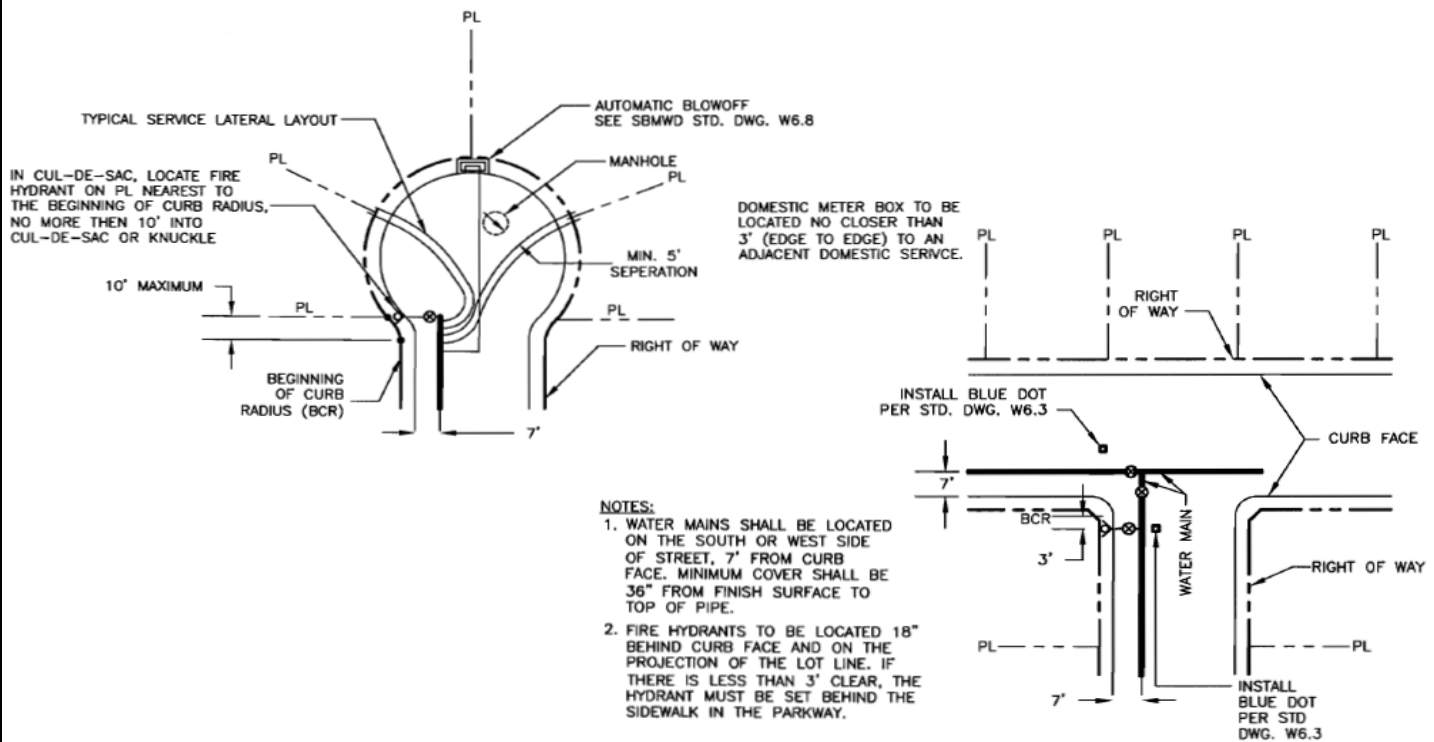


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
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Project Name: COOLEY CT, GAGE ST, SUNNYSIDE AVE PIPELINE REPLACEMENTS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11012

Project Description: Project includes the replacement of water mains on Cooley Court, Gage Street and Sunnyside Avenue, south of Cooley Street as identified in the 2015 Water Facilities Master Plan. Project includes funding for design. Approximate project length is 1,750 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$3,636
Design:	\$69,091
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$72,727
Contingency (10%)	\$7,273
TOTAL COSTS (ROUNDED)	\$80,000
Project Funding Sources:	Funding Amount
Water Capital:	\$80,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$80,000

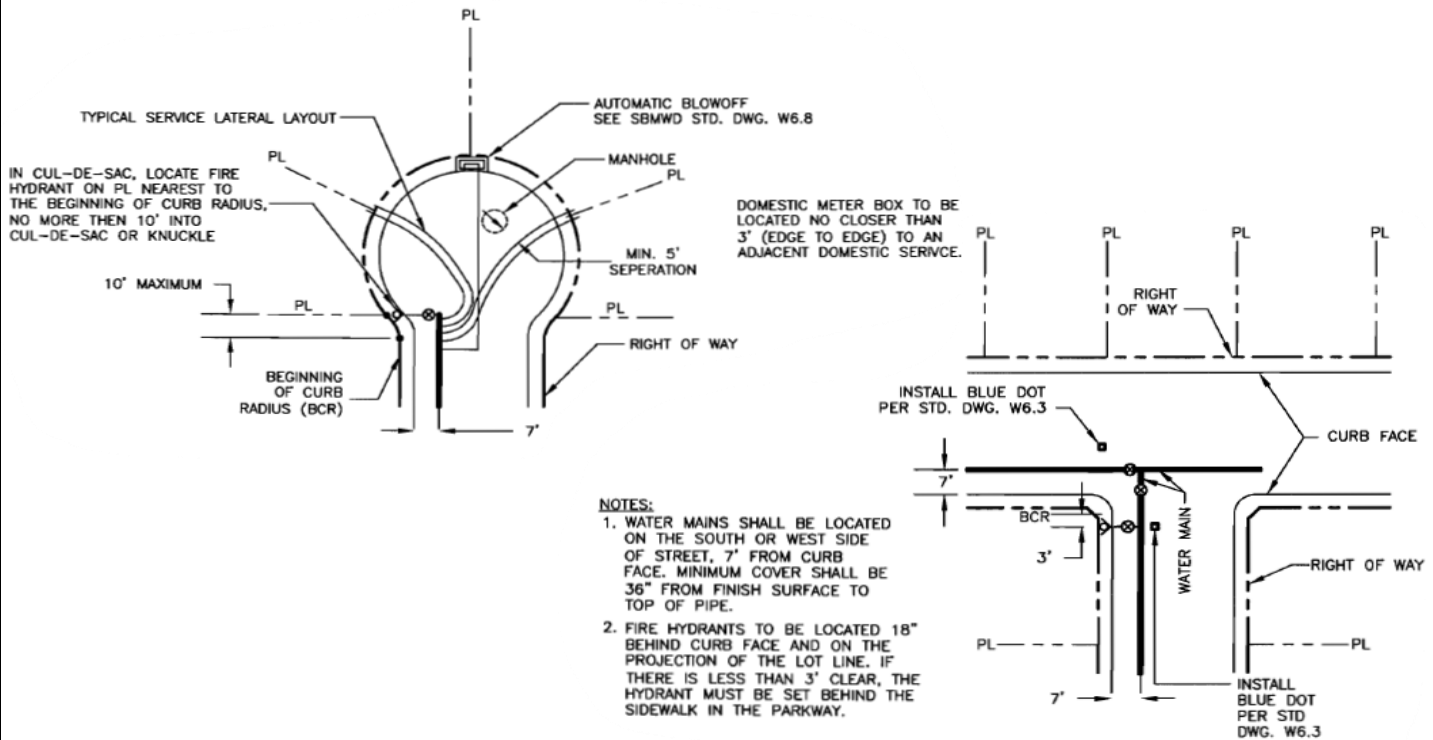


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: PEPPER TREE LANE PIPELINE REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: WATER MAIN REPLACEMENT

Budget ID No. CO No. 11032

Project Description: Project includes the replacement of water mains on Pepper Tree Lane from Marshall Blvd to Lynwood Dr, and Lynwood Drive from Pepper Tree Lane to Valencia Ave. Potentially include an additional 400 ft - 800 ft of additional pipe to replace on Pepper Tree Lane and Fremontia Drive based on staff evaluation. The mains, from years 1936 and 1950, have been identified by staff in need of replacement due to recent chronic leak histories.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$3,636
Design:	\$69,091
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$72,727
Contingency (10%)	\$7,273
TOTAL COSTS (ROUNDED)	\$80,000
Project Funding Sources:	Funding Amount
Water Capital:	\$80,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$80,000

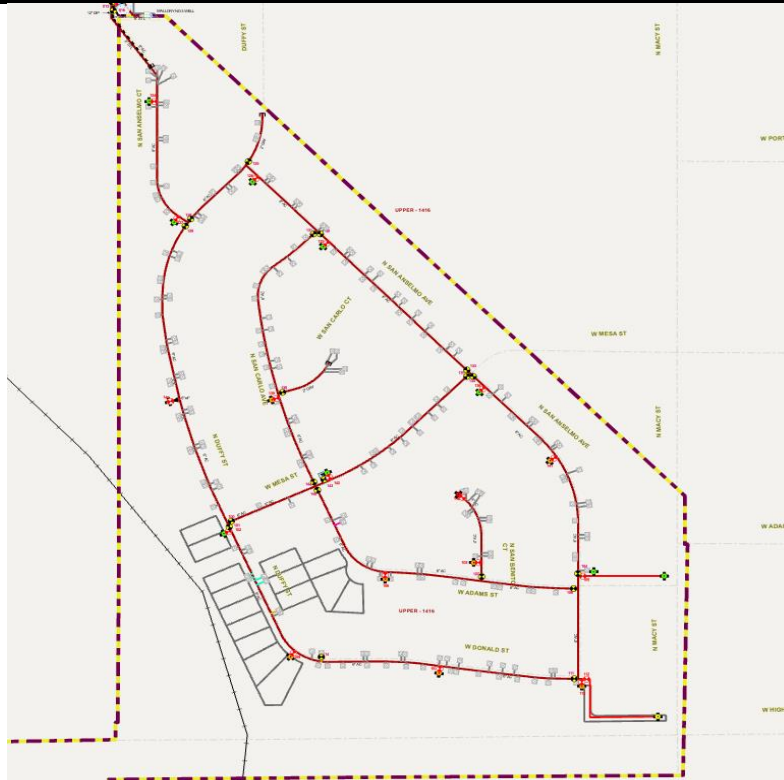


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
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Project Name:	SAN ASELMO AVENUE AREA PIPELINE REPLACEMENTS
Asset Classification:	REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category:	WATER MAIN REPLACEMENT

Budget ID No.	CO No. 11061
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Project Description: Project includes the replacement of water mains in the San Anselmo Avenue area. This would be part of a lead lateral replacement program utilizing ARP funds.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$9,091
Design:	\$172,727
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$181,818
Contingency (10%)	\$18,182
TOTAL COSTS (ROUNDED)	\$200,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$200,000 ARP funding
FUNDING (ROUNDED)	\$200,000

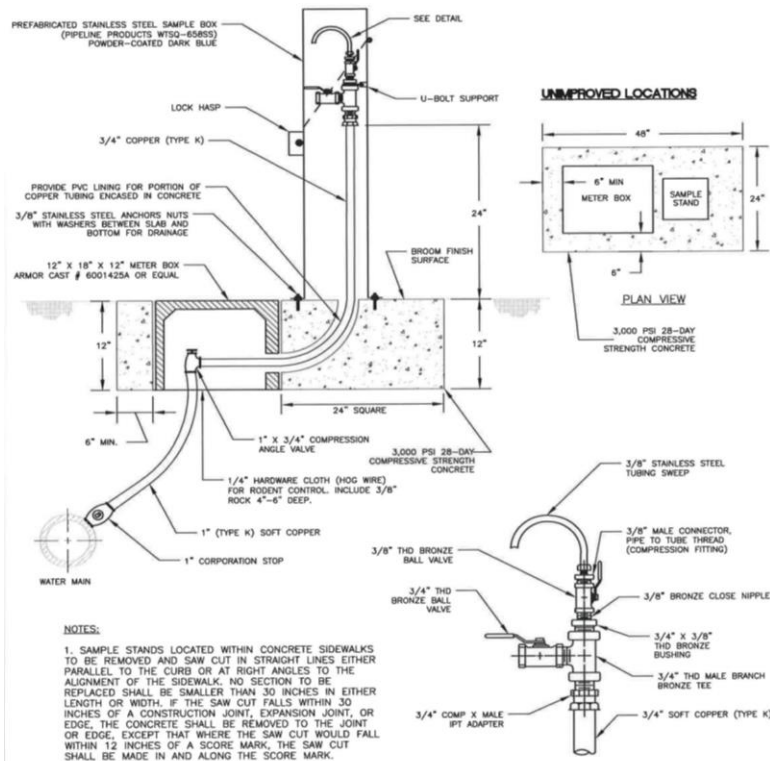


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: ANNUAL R/R SAMPLE STANDS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. **CO No. 11062**

Project Description: Replace various sampling stands throughout the service area which have exceeded their useful life, are not installed per standard or have been identified by staff in need of replacement.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$90,000
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$90,000
Contingency (10%)	\$9,000
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
Water Capital:	\$100,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$100,000

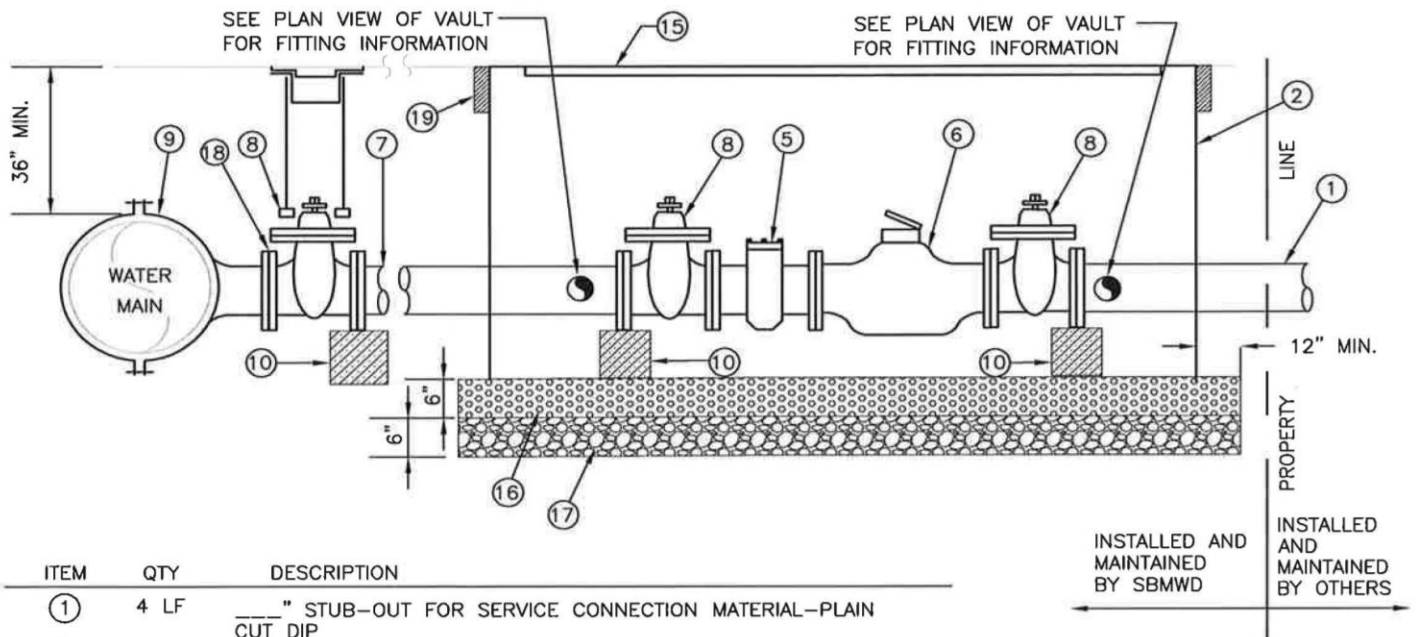


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - LARGE METER VAULT UPGRADES
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11063

Project Description: Project involves the upgrade of large meter services located in vaults throughout the service area. Large meter service failures occur throughout the year and their repair and upgrade is necessary to ensure the public's safety. Staff anticipates approximately fifty (50) large meter service upgrades during this budget cycle.



INSTALLED AND
MAINTAINED
BY SBMWD

INSTALLED
AND
MAINTAINED
BY OTHERS

ITEM	QTY	DESCRIPTION
①	4 LF	___" STUB-OUT FOR SERVICE CONNECTION MATERIAL-PLAIN CUT DIP
②	1 EA	3'x5' CDR (WA10366048TA) OR PRE-CAST CONCRETE VAULT (LARGER VAULT MAY BE REQ'D.)
③	1 EA	2" 90° COMPRESSION BEND

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$10,000
SBMWD Stock Issues	\$147,000
Equipment Rental:	\$2,000
Purchased Material:	\$60,000
Contract Services	\$8,000
Subtotal:	\$227,000
Contingency (10%)	\$23,000
TOTAL COSTS (ROUNDED)	\$250,000
Project Funding Sources:	Funding Amount
Water Capital:	\$240,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$240,000 *excludes SBMWD labor

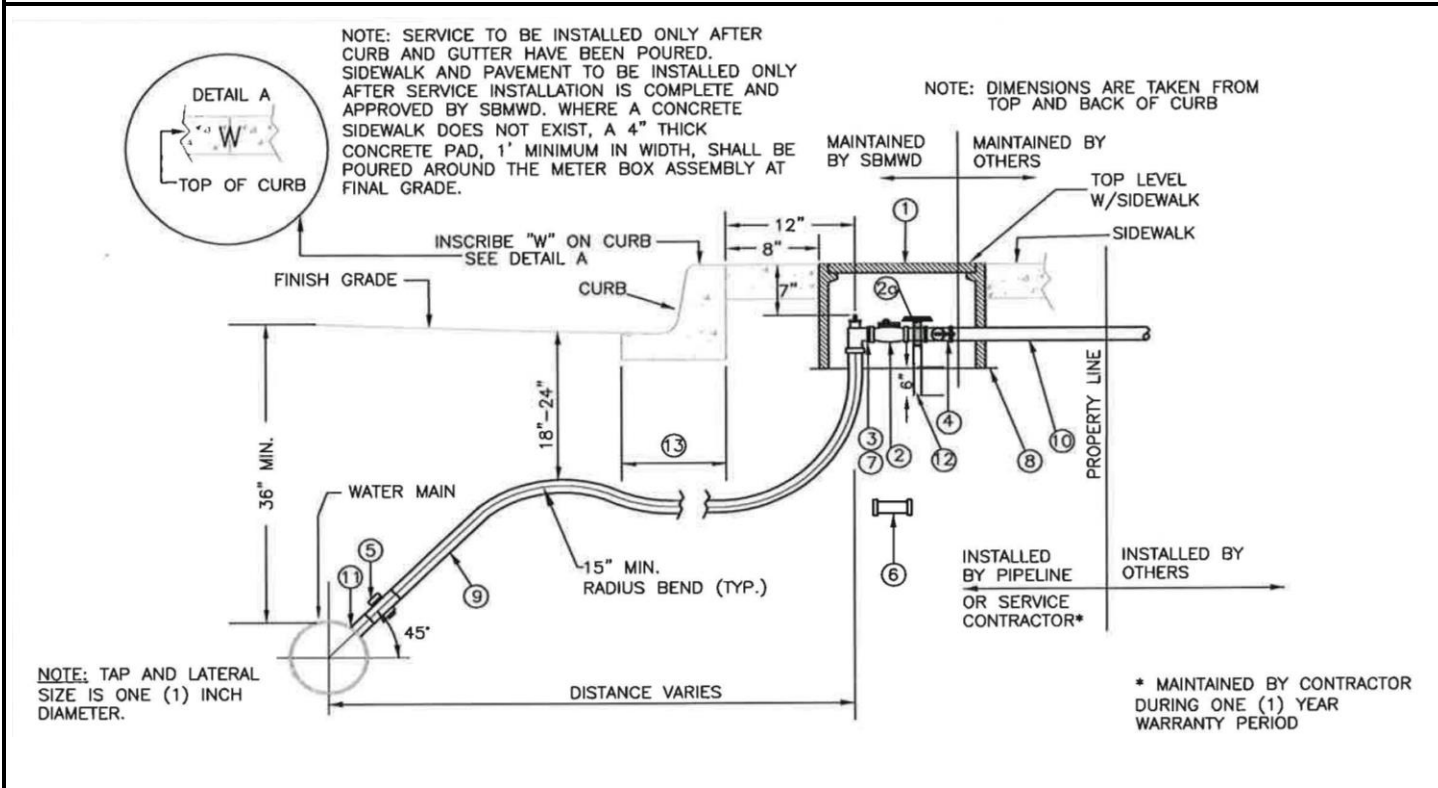


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - WATER METER CAPITAL
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11064

Project Description: Project involves the installation of new, modernized water meters to replace aging, inefficient meters. New meters provide more efficient water metering, increased revenues and more accurate reporting of water sales to the State of California Department of Water Resources. Replacement of aging meters reduces the amount of "water loss" or the difference between metered deliveries and water produced. Additionally, new meters/service laterals are equipped with advanced metering infrastructure (AMI) automated leak detection that further reduces potential "water loss". Efficient metering improves the SBMWD's reporting records and improves accuracy necessary to meet any State mandated water demand reduction requirements. Approximately 2,000 of meters are anticipated to be replaced during this budget cycle.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$30,000
SBMWD Stock Issues	\$195,000
Equipment Rental:	\$7,000
Purchased Material:	\$65,000
Contract Services	\$1,000
Subtotal:	\$298,000
Contingency (10%)	\$30,000
TOTAL COSTS (ROUNDED)	\$330,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$300,000 Capital/Conservation
FUNDING (ROUNDED)	\$300,000 *excludes SBMWD labor

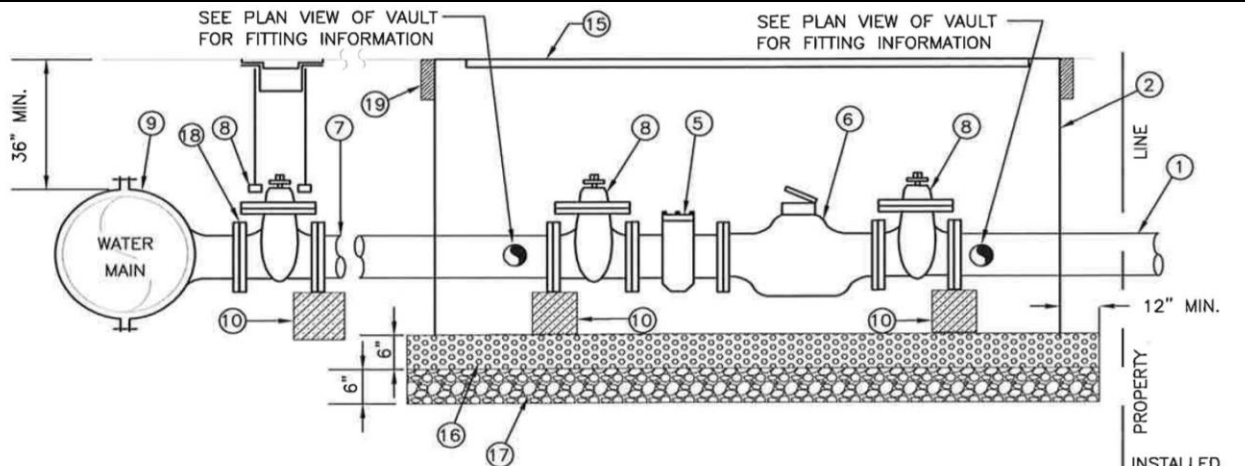


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - LARGE METER TESTING
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11065

Project Description: Project involves testing of large meters 1-1/2 inches and larger. By testing large meters the SBMWD ensures that it is providing more efficient water metering, increased revenues and more accurate reporting of water sales to the State of California Department of Water Resources. Testing of aging meters reduces the amount of "water loss" or the difference between metered deliveries and water produced. Efficient metering improves the SBMWD's reporting records and improves accuracy necessary to meet any State mandated water demand reduction requirements. Approximately 650 meters are anticipated to be tested during this budget cycle.



ITEM	QTY	DESCRIPTION
①	4 LF	____" STUB-OUT FOR SERVICE CONNECTION MATERIAL-PLAIN CUT DIP
②	1 EA	3'x5' CDR (WA10366048TA) OR PRE-CAST CONCRETE VAULT (LARGER VAULT MAY BE REQ'D.)
③	1 EA	2" 90° COMPRESSION BEND

INSTALLED AND MAINTAINED BY SBMWD
INSTALLED AND MAINTAINED BY OTHERS

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$20,000
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$70,000
Subtotal:	\$90,000
Contingency (10%)	\$9,000
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
Water Capital:	\$80,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$80,000 *excludes SBMWD labor

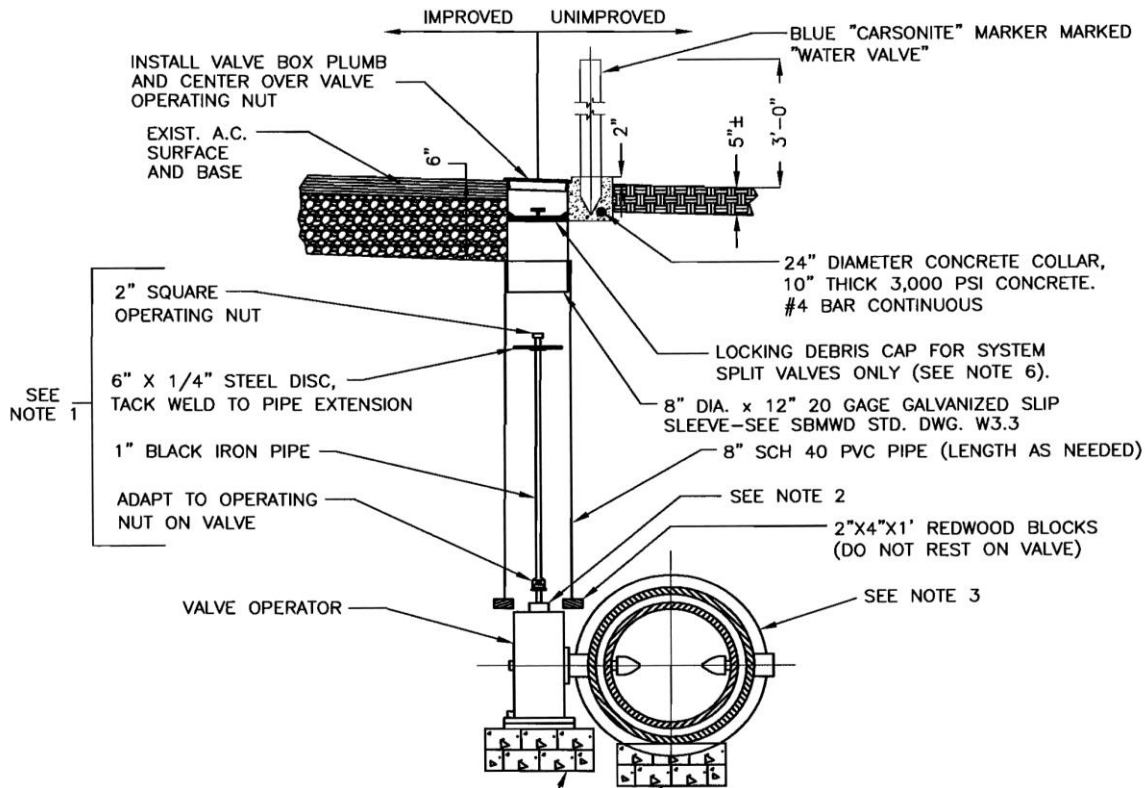


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - SYSTEM VALVE REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11066

Project Description: Project involves the removal and replacement of distribution system valves that have either failed or exceeded their useful life. Replacement of aging valves improves the system reliability and improves staff's ability to perform pipeline shutdowns during normal maintenance or emergency situations. Approximately fifteen (15) valves are anticipated to be replaced during this budget cycle.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$135,000
SBMWD Stock Issues	\$35,000
Equipment Rental:	\$20,000
Purchased Material:	\$16,000
Contract Services	\$20,000
Subtotal:	\$226,000
Contingency (10%)	\$23,000
TOTAL COSTS (ROUNDED)	\$250,000
Project Funding Sources:	Funding Amount
Water Capital:	\$115,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$115,000 *excludes SBMWD labor

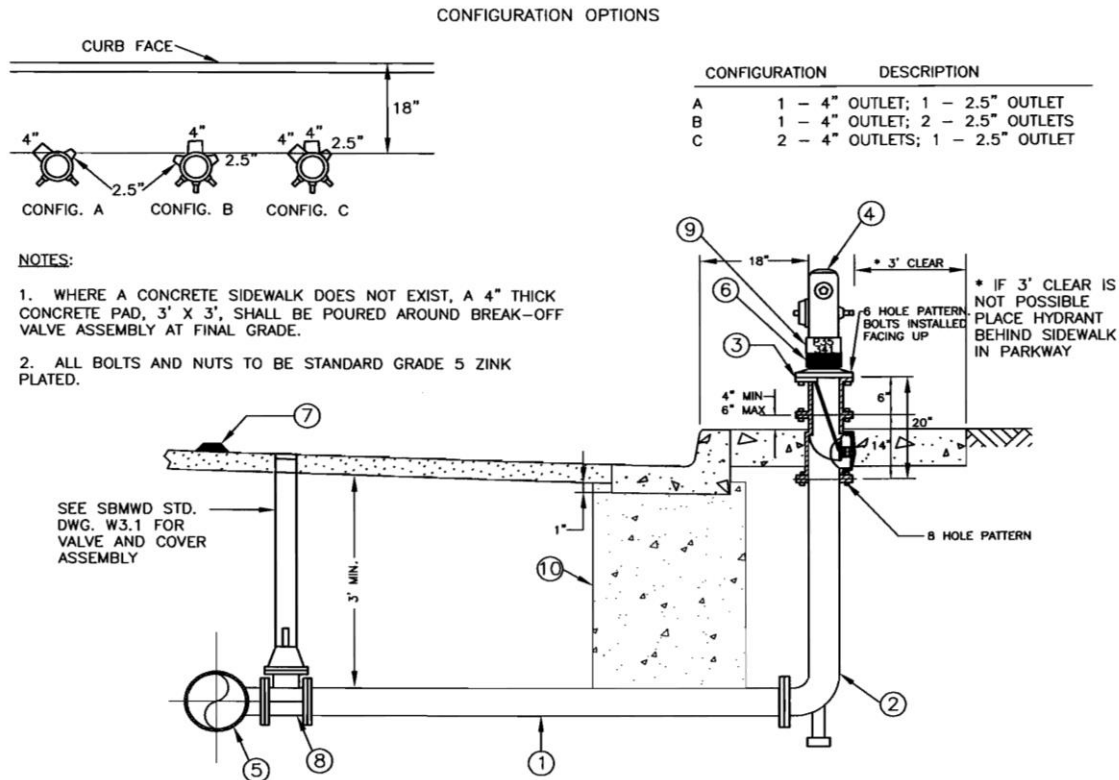


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: **ANNUAL R/R - FIRE HYDRANT REPLACEMENT**
Asset Classification: **REPLACEMENT/REHABILITATION OF SYSTEM ASSETS**
Asset Category: **SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT**

Budget ID No. **CO No. 11067**

Project Description: Project involves the removal and replacement of distribution system fire hydrants that have either failed, been hit by a motorist, or exceeded their useful life. Project also encompasses repainting and valve coding of hydrants. Replacement of aging hydrants improves the system reliability and improves the Fire Department's ability to respond to emergency situations and allows Water staff more flexibility for routine system maintenance.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$50,000
SBMWD Stock Issues	\$90,000
Equipment Rental:	\$20,000
Purchased Material:	\$5,000
Contract Services	\$15,000
Subtotal:	\$180,000
Contingency (10%)	\$18,000
TOTAL COSTS (ROUNDED)	\$200,000
Project Funding Sources:	Funding Amount
Water Capital:	\$150,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$150,000 *excludes SBMWD labor

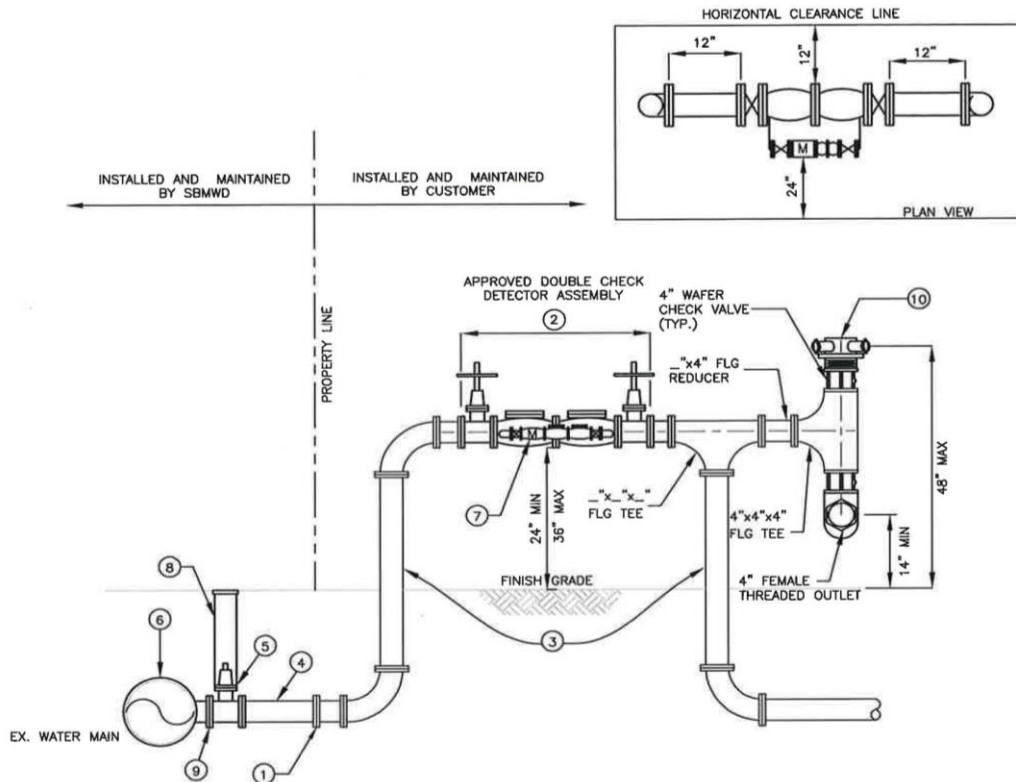


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - CITY BACKFLOW DEVICE
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11068

Project Description: Project involves the removal and replacement of backflow devices owned by the City of San Bernardino for City facilities. Backflow devices either fail on their own or are routinely stolen for scrap value. State law requires prompt replacement of backflow devices to protect the public's potable water system from possible contamination sources due to back siphonage. There is no set number of City backflow devices scheduled for replacement, they are replaced on an as-needed basis.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$45,000
Subtotal:	\$45,000
Contingency (10%)	\$5,000
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
Water Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000 *excludes SBMWD labor

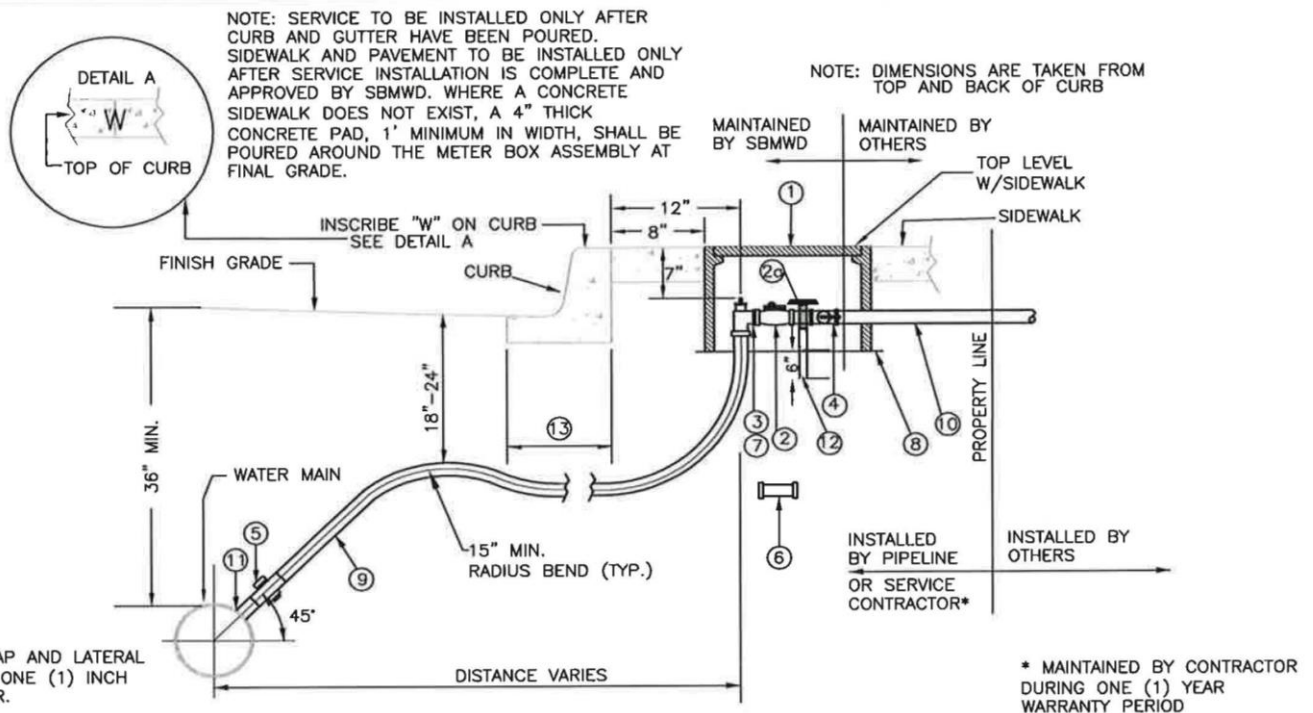


**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: MUSCOY SERVICE LINE REPLACEMENTS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11069

Project Description: Project involves replacement of specific service lines in the Muscoy area within SBMWD's service boundary.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$32,727
Design:	\$327,273
Const. Mgmt:	\$261,818
Construction:	\$2,650,909
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$3,272,727
Contingency (10%)	\$327,273
TOTAL COSTS (ROUNDED)	\$3,600,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$3,600,000 ARP Grant Funding
FUNDING (ROUNDED)	\$3,600,000

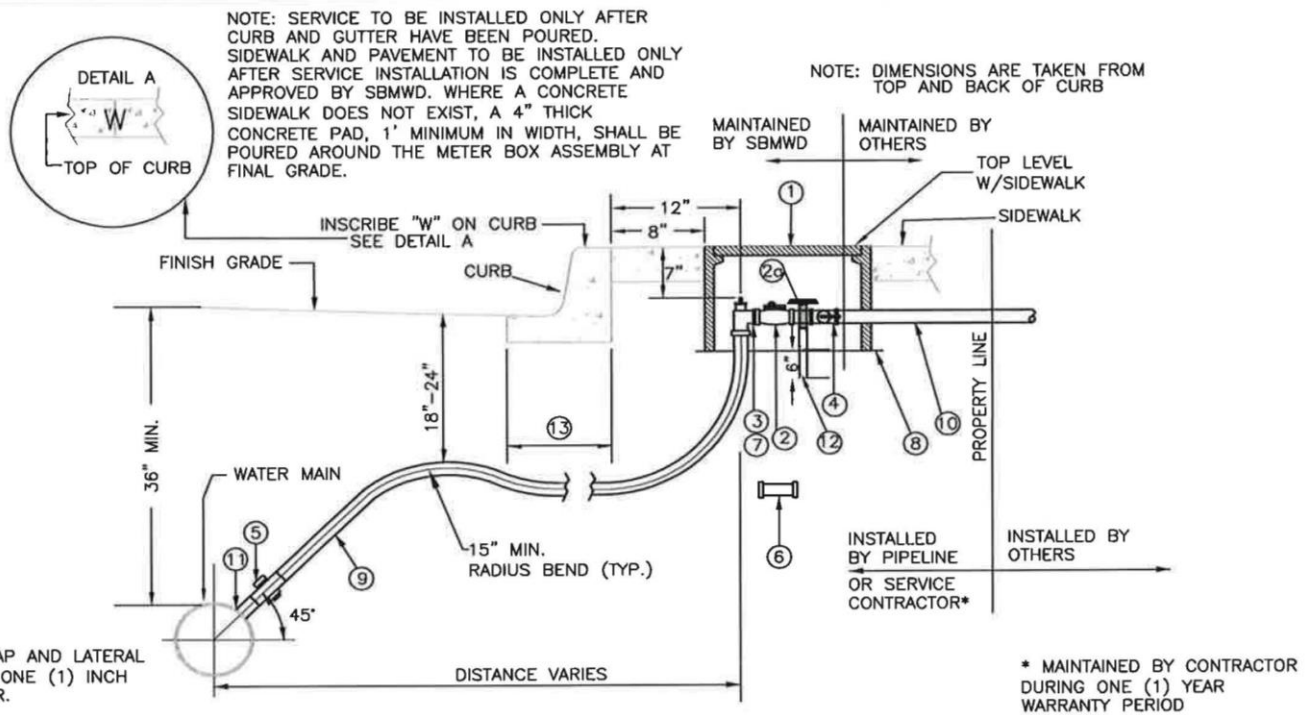


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: LEAD SERVICE LINE REPLACEMENTS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 10979

Project Description: Project involves the replacement of service lines containing lead throughout the service area. Per the State of California, the Department has up to ten (10) years to complete the project, however, the Department anticipates completion within 7 years.





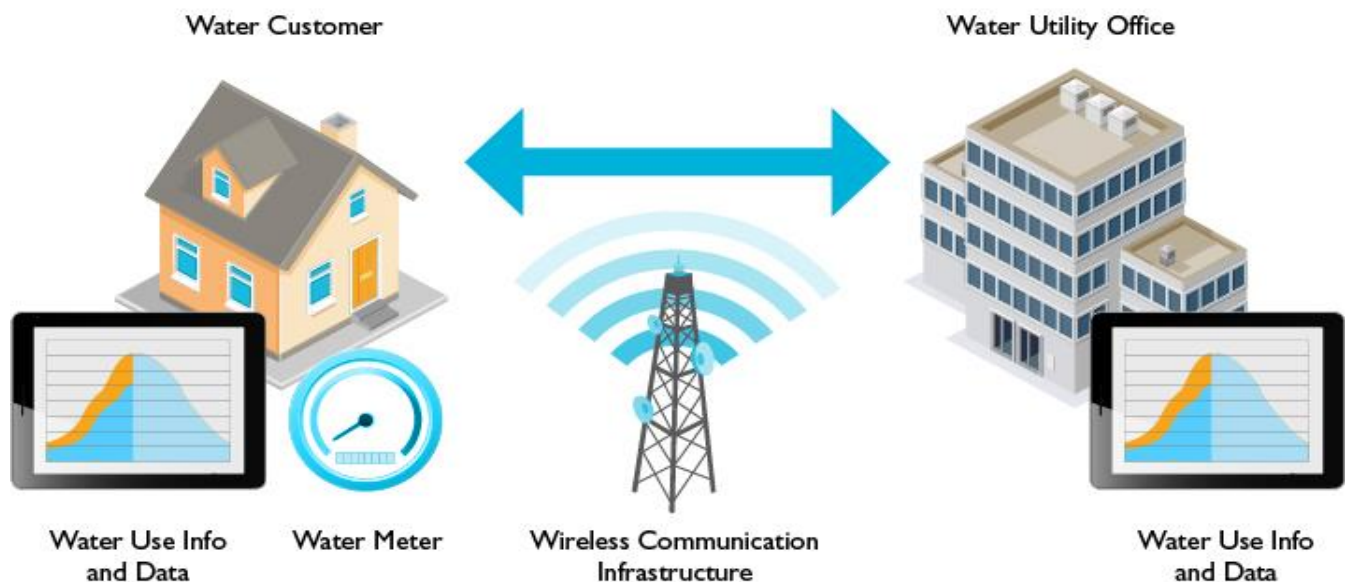
**San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ADVANCED METERING INFRASTRUCTURE (AMI) PROJECT - PHASE 1
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11020

Project Description: The San Bernardino Municipal Water Department (SBMWD) has been selected to receive a \$500,000 grant from the U.S. Bureau of Reclamation WaterSMART Water and Energy Efficiency Grant program. The grant will fund Phase I of SBMWD's Advanced Metering Infrastructure (AMI) project which will install data communication infrastructure, upgrade 7,500 water meters to smart metering technology, and connect over one quarter of the Department's total water meters to an advanced metering network.

Automated Meter Infrastructure and Smart Water Metering



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$1,200,000
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$500,000
Contract Services	\$100,000
Subtotal:	\$1,800,000
Contingency (10%)	\$180,000
TOTAL COSTS (ROUNDED)	\$2,000,000
Project Funding Sources:	Funding Amount
Water Capital:	\$1,500,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$2,500,000 BOR and DWR Grants
FUNDING (ROUNDED)	\$4,000,000

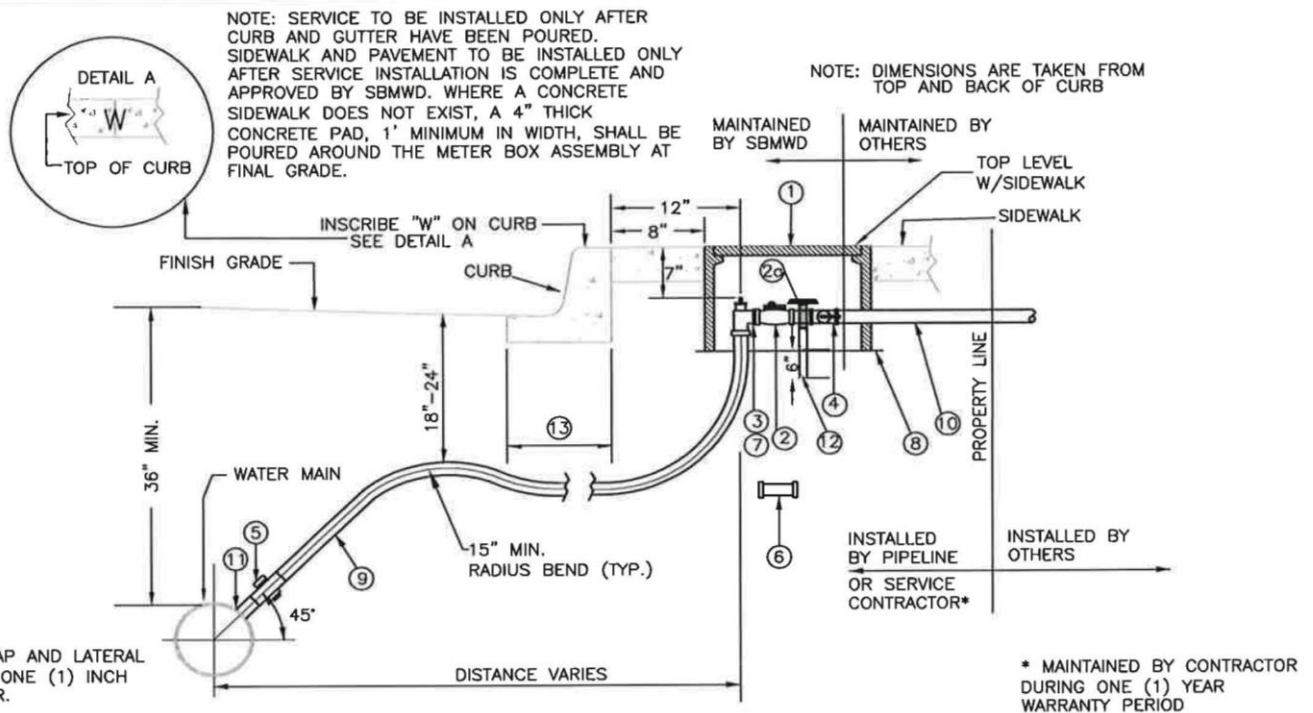


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: MUSCOY AREA READ ROUTES METER REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11033

Project Description: Project involves the replacement of 840 aging meters in the Muscoy area with automatic read meters and traffic rated meter boxes.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$200,000
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$105,000
Contract Services	\$10,000
Subtotal:	\$315,000
Contingency (10%)	\$31,500
TOTAL COSTS (ROUNDED)	\$350,000
Project Funding Sources:	Funding Amount
Water Capital:	\$350,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$350,000

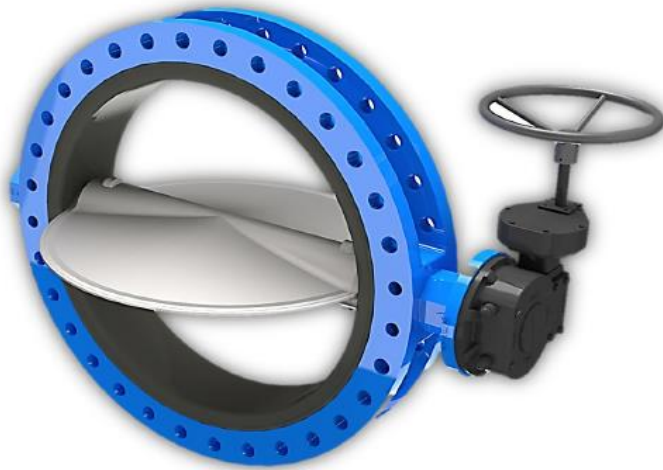


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - PLANT VALVE REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES AND PLANTS REHABILITATION & REPLACEMENT

Budget ID No. CO No. 11070

Project Description: Project involves the removal and replacement of operations system valves located inside plant sites that have either failed or exceeded their useful life. Replacement of aging valves improves the system reliability and improves staff's ability to perform shutdowns during normal maintenance or emergency situations. Plant valves will be identified and replaced on an as-needed basis.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$20,000
SBMWD Stock Issues	\$14,000
Equipment Rental:	\$10,000
Purchased Material:	\$9,000
Contract Services	\$10,000
Subtotal:	\$63,000
Contingency (10%)	\$6,300
TOTAL COSTS (ROUNDED)	\$70,000
Project Funding Sources:	Funding Amount
Water Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000 *excludes SBMWD labor

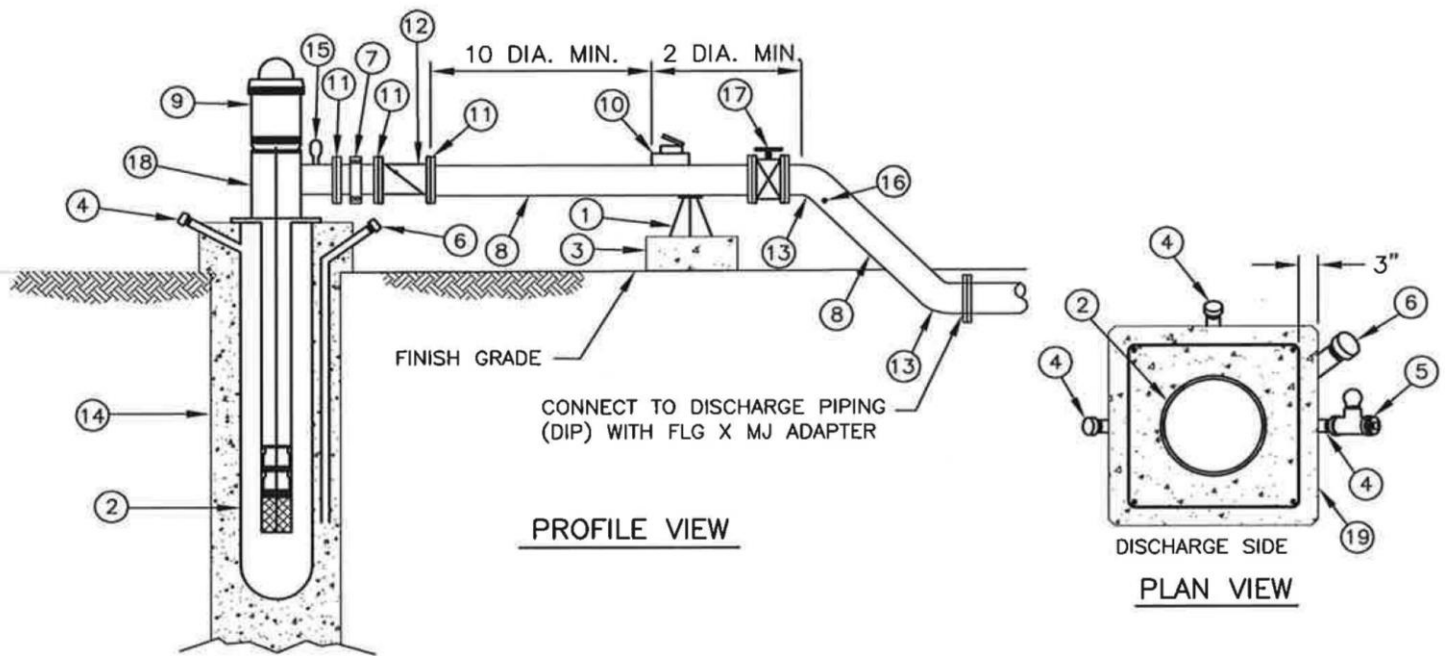


San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: DC-8 WELL
Asset Classification: NEW SYSTEM ASSETS
Asset Category: WELLS AND PUMP EQUIPMENT

Budget ID No. CO No. 10883

Project Description: Design for new production well, Devil Canyon 8 Well.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$1,364
Design:	\$135,000
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$136,364
Contingency (10%)	\$13,636
TOTAL COSTS (ROUNDED)	\$150,000
Project Funding Sources:	Funding Amount
Water Capital:	\$150,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$150,000



San Bernardino Municipal Water Department

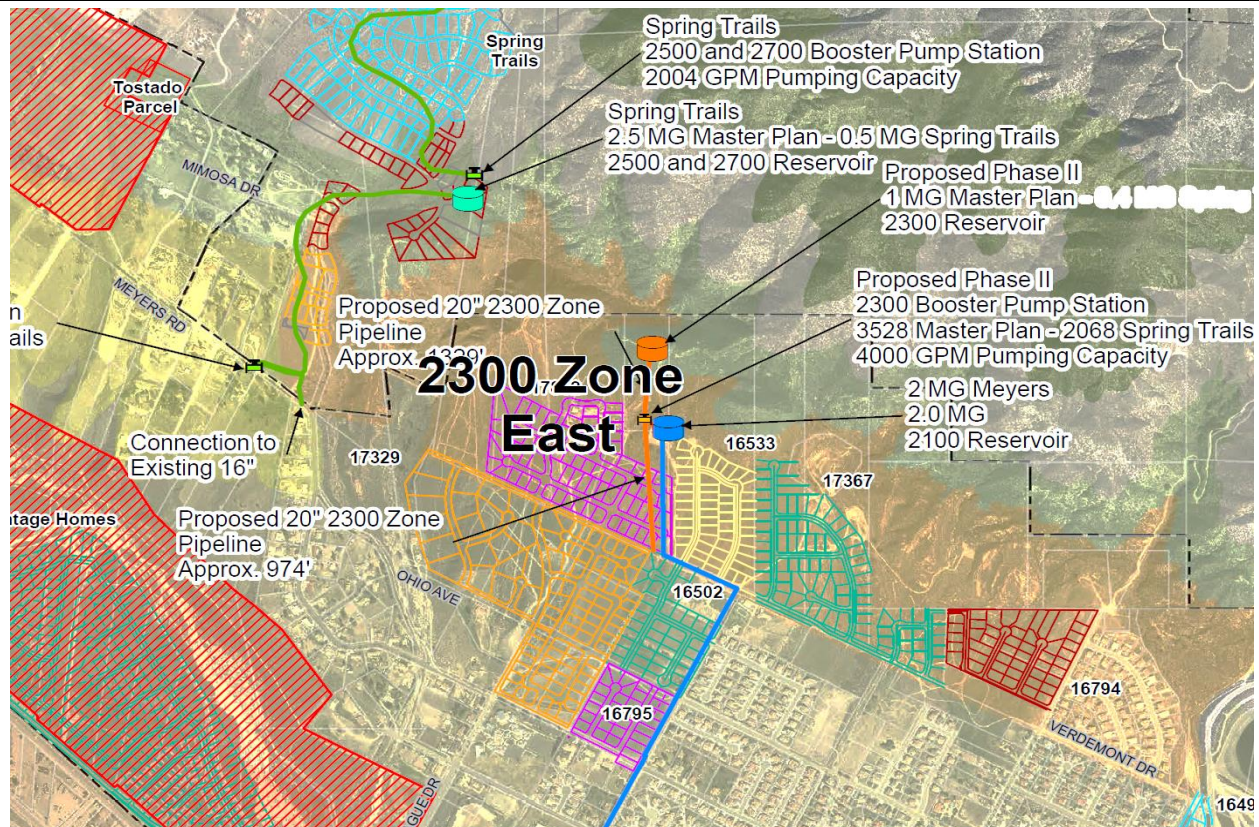
Water Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: 2300 ZONE 1 MG RESERVOIR (RESERVOIR #1)
Asset Classification: NEW SYSTEM ASSETS
Asset Category: RESERVOIRS

Budget ID No. 18-117 **CO No.** 10828

Project Description: Project is the re-design of a 1 Million Gallon 2300 Pressure Zone tank, booster station and transmission pipeline.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$2,082
Design:	\$206,100
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$208,182
Contingency (10%)	\$20,818
TOTAL COSTS (ROUNDED)	\$229,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$229,000 Carryover - Capital/Developer
FUNDING (ROUNDED)	\$229,000



San Bernardino Municipal Water Department

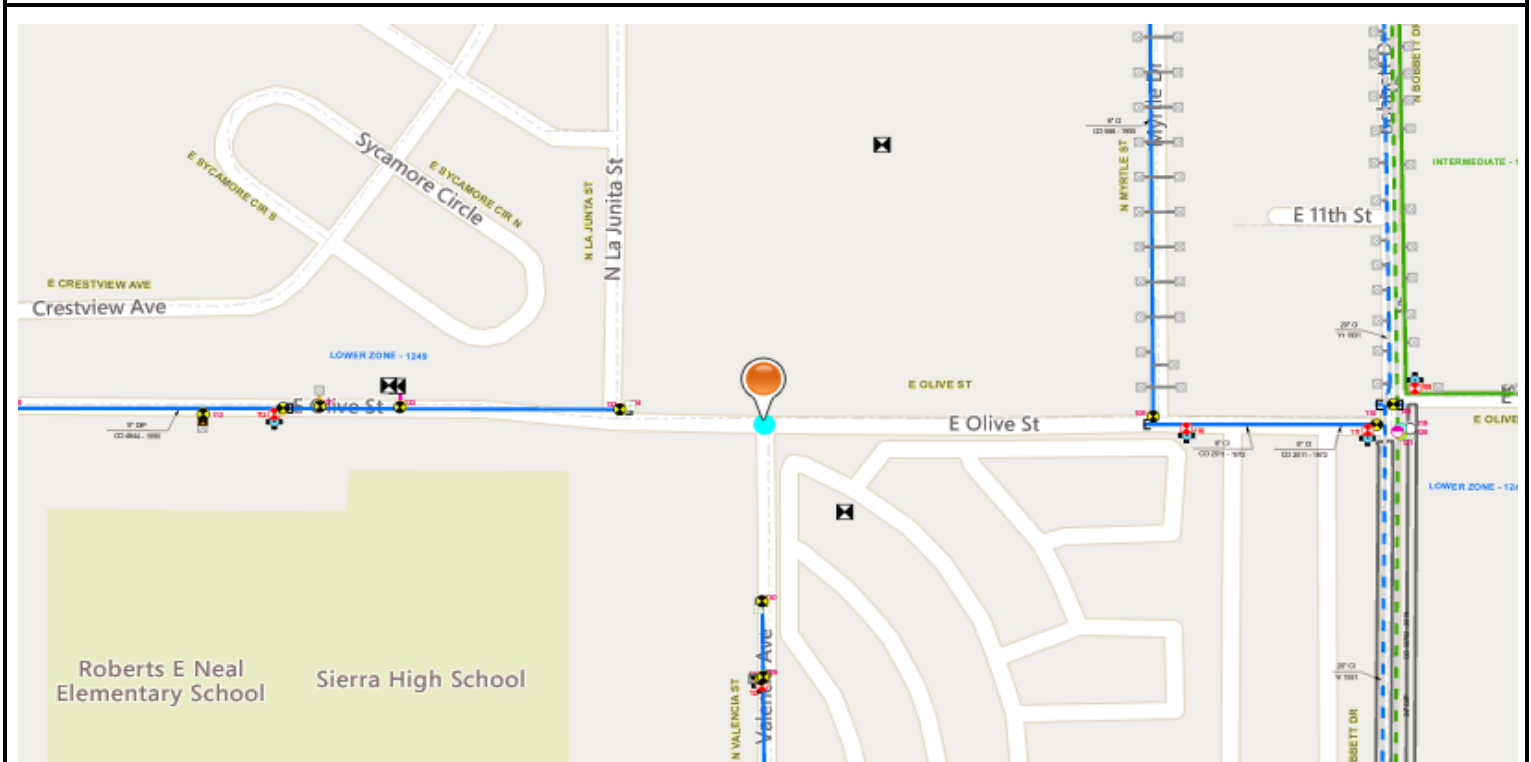
Water Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: OLIVE STREET AND VALENCIA STREET MAIN EXTENSION
Asset Classification: NEW SYSTEM ASSETS
Asset Category: WATER MAINS

Budget ID No. CO No. 11022

Project Description: Project involves the installation of a 8-inch main on Olive Street, from Myrtle Street west to approximately 600 feet west of La Junta Street as identified in the 2015 Water Facilities Master Plan. Approximate project length is 1,500 linear feet.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$455
Design:	\$45,000
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$45,455
Contingency (10%)	\$4,545
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
Water Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000



San Bernardino Municipal Water Department

Water Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: **WATER FACILITIES RELOCATION**
 Asset Classification: **NEW SYSTEM ASSETS**
 Asset Category: **FACILITIES AND PLANTS**

Budget ID No. **14-121** C.O. No. **10689**

Project Description: Project involves the architectural design, construction and any tenant improvements necessary to relocate Water Department staff from various locations of the City to 397 Chandler Ave. Project includes new facility, or facilities, and all associated site improvements. The wastewater funds will also contribute to the Project.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$10,458,182
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$10,458,182
Contingency (10%)	\$1,045,818
TOTAL COSTS (ROUNDED)	\$11,504,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$11,504,000 Debt/Capital - Carryover from FY 21/22
FUNDING (ROUNDED)	\$11,504,000

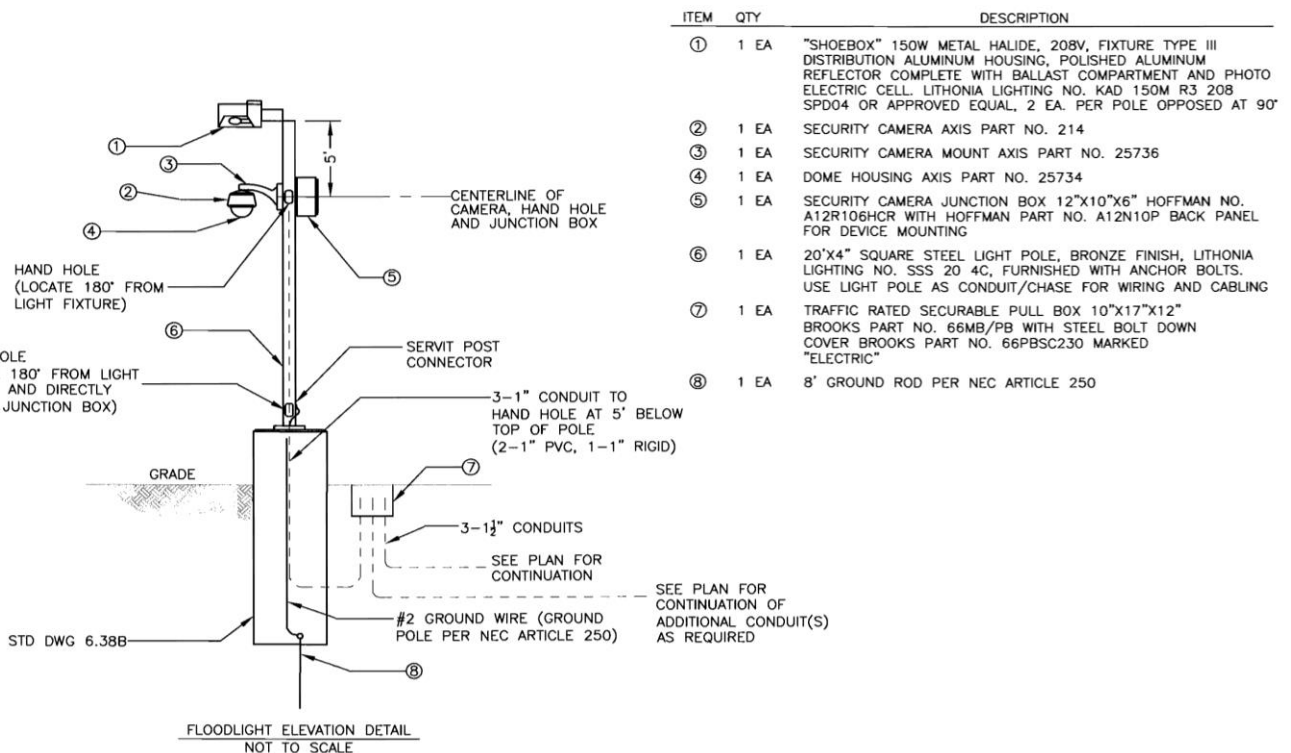


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: ANNUAL R/R - WATER SYSTEM SECURITY UPGRADES
Asset Classification: NEW SYSTEM ASSETS
Asset Category: FACILITIES & PLANTS

Budget ID No. CO No. 11071

Project Description: Project involves the installation of security cameras, video recording DVR's, fencing, locking hardware, intrusion alarms and other miscellaneous security hardening devices to improve security at operations plant site. Most plant sites including all wells, pump station and reservoirs are in remote locations with operators visiting these sites only twice per 24 hour period. Installation of these security measures allow operations staff to monitor the sites from the SCADA monitoring room. Cameras with recordable DVR's allow staff to provide video coverage to law enforcement if a trespass and/or theft occurs at the plant sites. Approximately five (5) locations are anticipated to be upgraded this budget cycle.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmnt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$10,000
SBMWD Stock Issues	\$3,720
Equipment Rental:	\$410
Purchased Material:	\$85,240
Contract Services	\$110
Subtotal:	\$99,480
Contingency (10%)	\$10,000
TOTAL COSTS (ROUNDED)	\$110,000
Project Funding Sources:	Funding Amount
Water Capital:	\$100,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$100,000 *excludes SBMWD labor

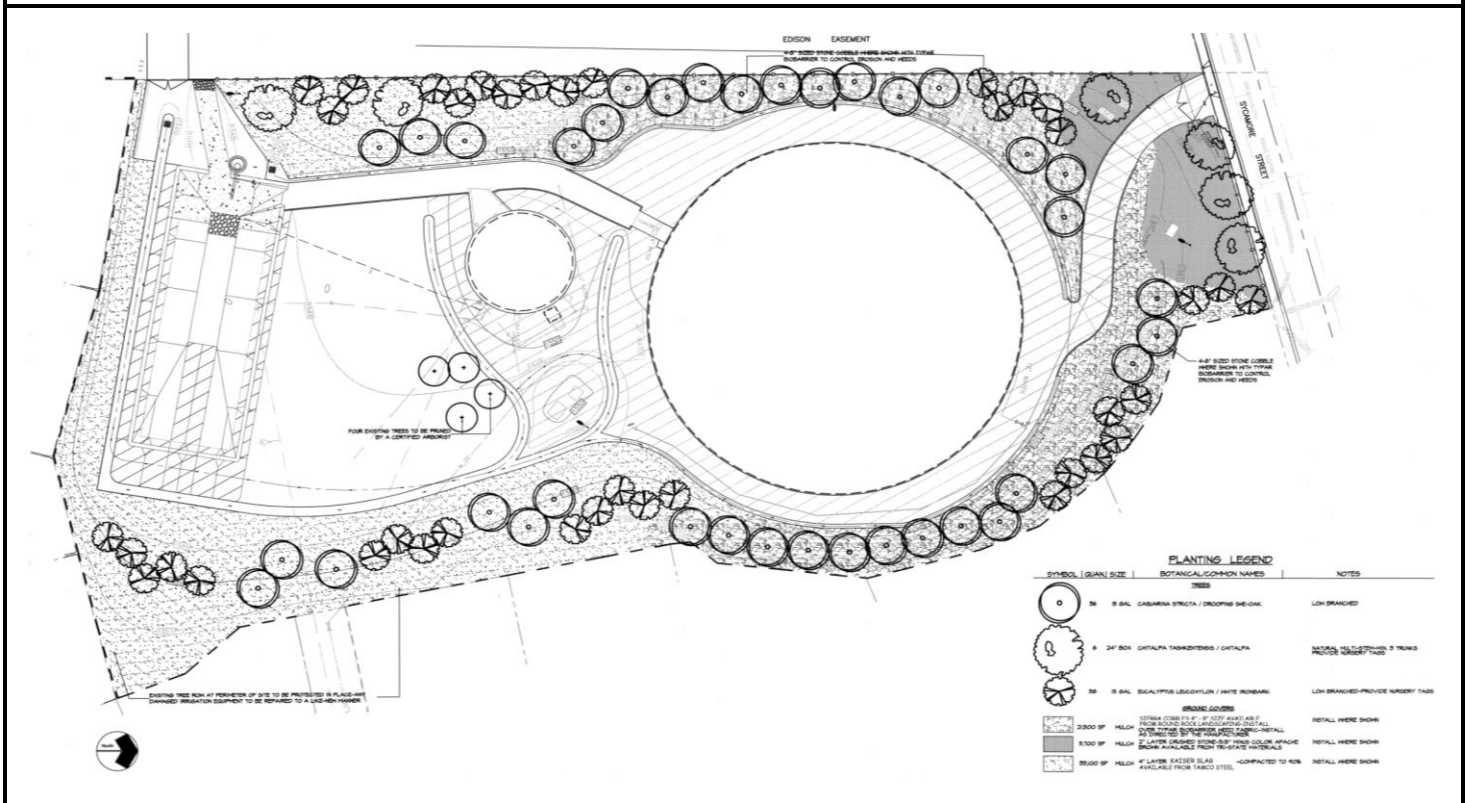


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

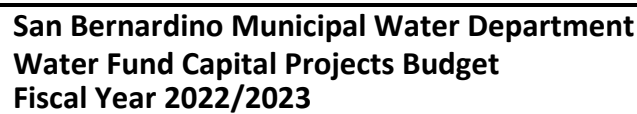
Project Name: ANNUAL R/R - PLANT SITE IMPROVEMENTS
Asset Classification: NEW SYSTEM ASSETS
Asset Category: FACILITIES & PLANTS

Budget ID No. **CO No. 11072**

Project Description: Project involves the construction of miscellaneous plant site improvements including, but not limited to, the following: walls, fencing, landscaping, lighting, etc. Site improvements are aimed at improving the aesthetic appearance of plant sites and improving staff accessibility. Specific plant sites have not been identified. Site improvements will be done on an as-needed basis.



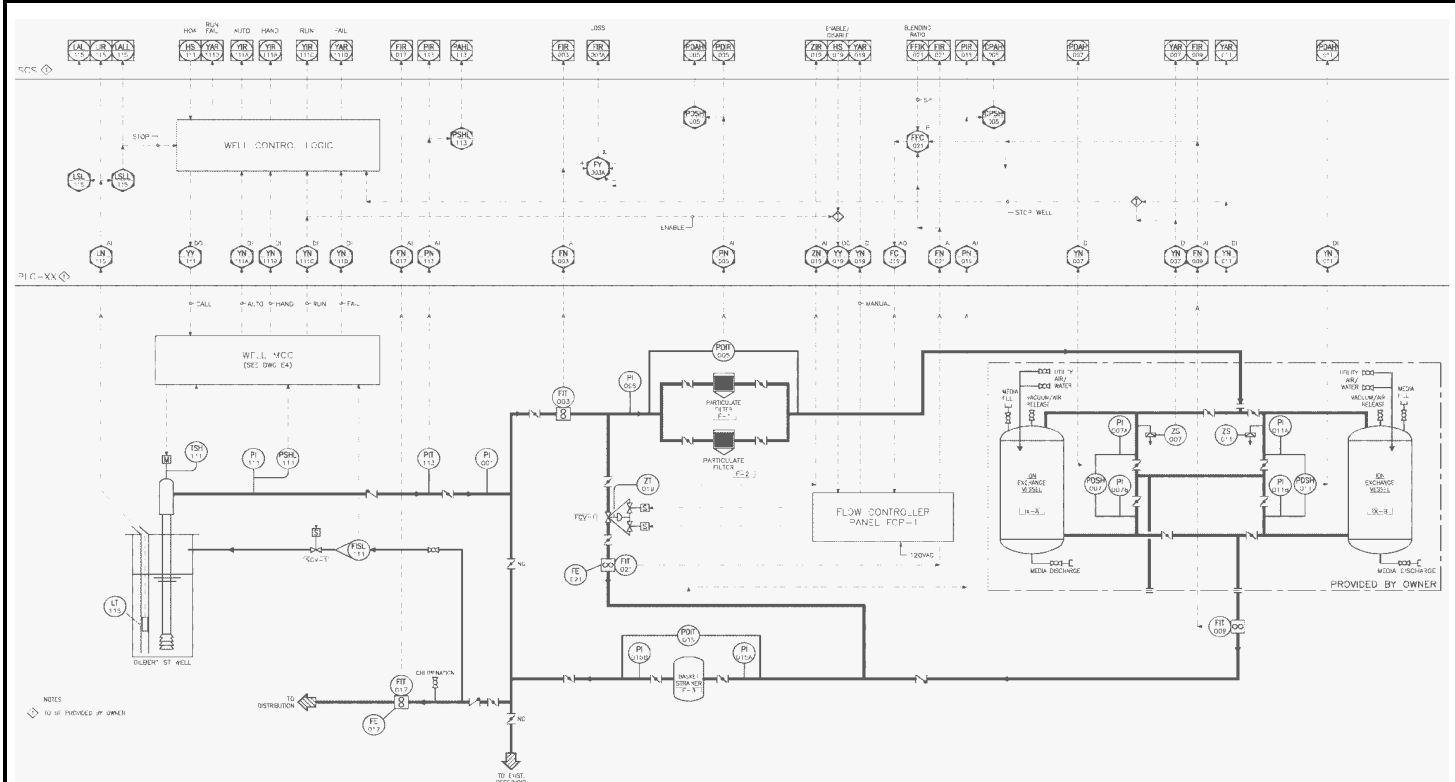
Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$49,773
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$6,805
Equipment Rental:	\$2,605
Purchased Material:	\$49,936
Contract Services	\$27,232
Subtotal:	\$136,350
Contingency (10%)	\$13,700
TOTAL COSTS (ROUNDED)	\$150,000
Project Funding Sources:	Funding Amount
Water Capital:	\$150,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$150,000



Project Name:	ANNUAL R/R - WATER SYSTEM SCADA & TELEMETRY UPGRADES
Asset Classification:	NEW SYSTEM ASSETS
Asset Category:	FACILITIES & PLANTS

Budget ID No.	CO No. 11073
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Project Description: Project involves the installation of SCADA instrumentation at plant sites that currently do not have the capability of remote monitoring/operating and are currently monitored/operated locally. Project will phase out in upcoming budget cycles once all plant sites have been upgraded and are connected to the SCADA network.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$15,000
SBMWD Stock Issues	\$73,964
Equipment Rental:	\$0
Purchased Material:	\$74,013
Contract Services	\$0
Subtotal:	\$162,976
Contingency (10%)	\$17,000
TOTAL COSTS (ROUNDED)	\$180,000
Project Funding Sources:	Funding Amount
Water Capital:	\$165,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$165,000 *excludes SBMWD labor

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San Bernardino Municipal Water Department

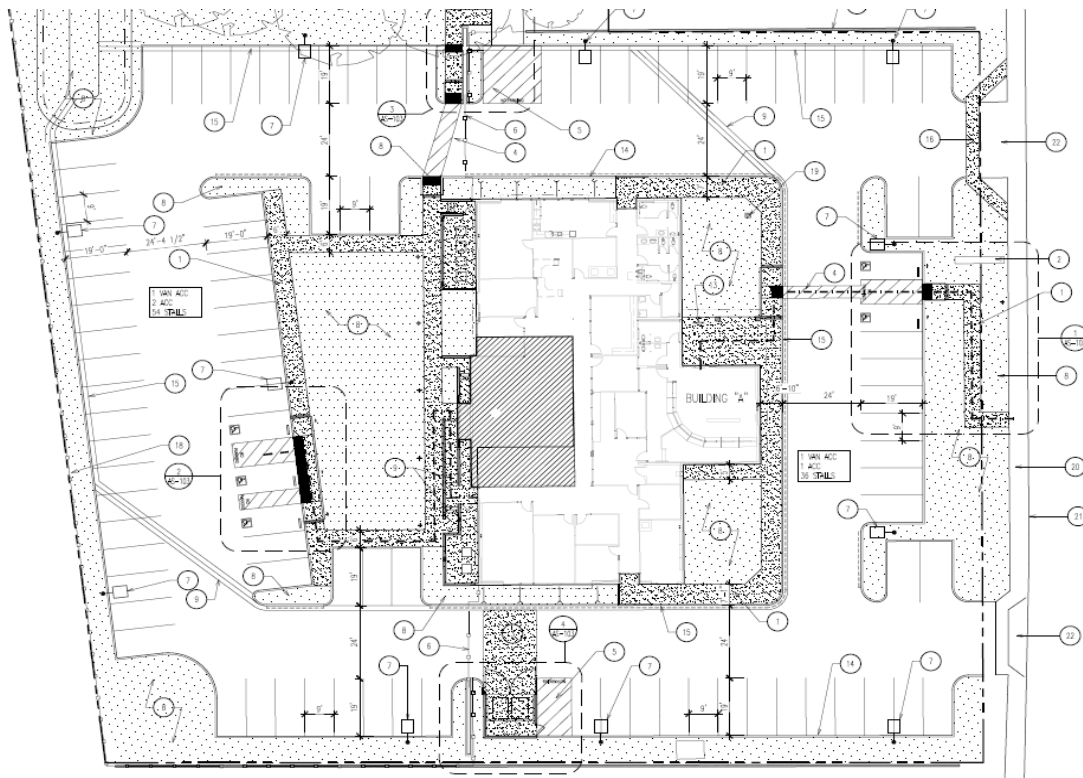
Water Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: **1350 SOUTH E STREET - PARKING LOT EXPANSION**
 Asset Classification: **NEW SYSTEM ASSETS**
 Asset Category: **FACILITIES AND PLANTS**

Budget ID No. C.O. No. 10980

Project Description: Project involves the design and construction of additional employee parking at 1350 South E Street. Additional parking will be utilized by Department staff and will take into account parking security.



Budgetary Requirements:

Cost Category	Estimated Cost	
CEQA Compliance:	\$0	
Design:	\$0	
Const. Mgmt:	\$0	
Construction:	\$140,773	95%
SBMWD Labor & Ovhd:	\$0	
SBMWD Stock Issues	\$0	
Equipment Rental:	\$0	
Purchased Material:	\$0	
Contract Services	\$7,409	5%
Subtotal:	\$148,182	
Contingency (10%)	\$14,818	
TOTAL COSTS (ROUNDED)	\$163,000	
Project Funding Sources:	Funding Amount	
Water Capital:	\$163,000 (Carryover + \$30k)	
Chartis Escrow:	\$0	
Water Conservation:	\$0	
Other:	\$0	
FUNDING (ROUNDED)	\$163,000	

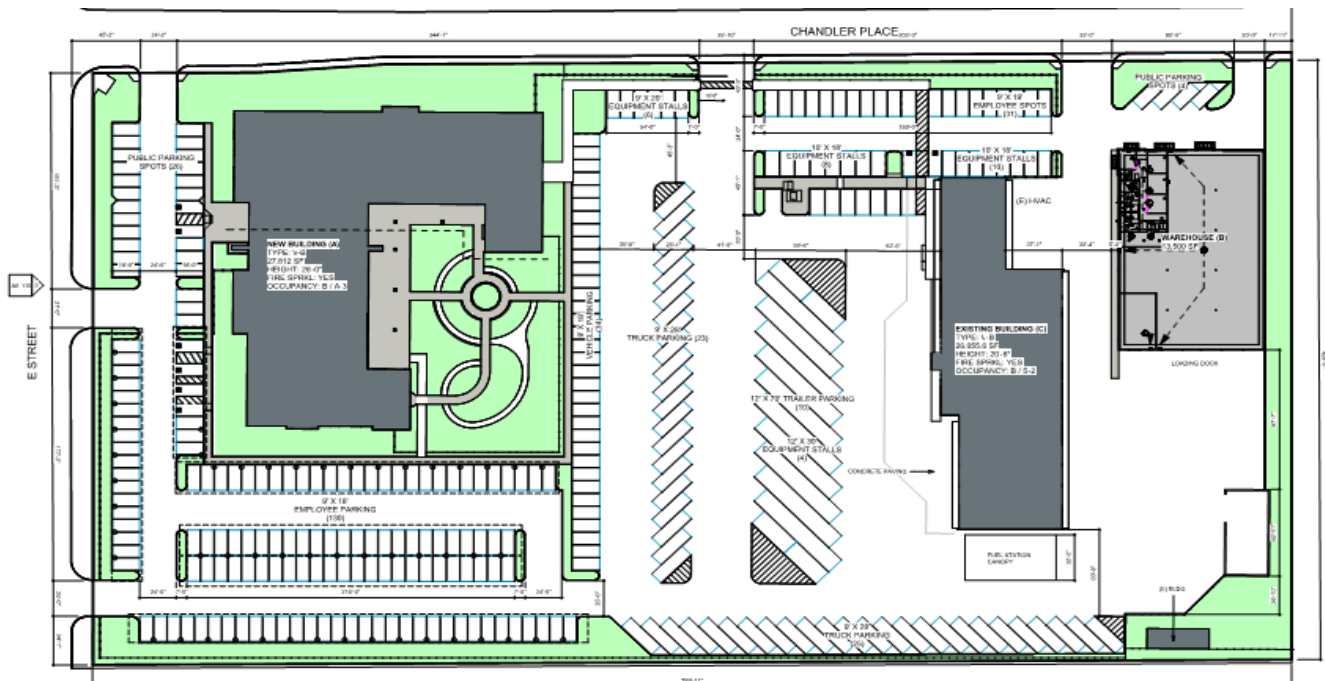


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: SITE FACILITIES MASTER PLANNING
Asset Classification: NEW SYSTEM ASSETS
Asset Category: FACILITIES AND PLANTS

Budget ID No. C.O. No. 11074

Project Description: Project involves the site consideration and planning of future SBMWD facilities and access roads near and around 397 Chandler Place, WRP and elsewhere as applicable. Such facilities include material storage facilities, welding and meter shops, and a loose material storage facility presumably on the B. Warren Cocke Reservoir Site (Medical Center Plant Site).



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$302,273
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$15,909
Subtotal:	\$318,182
Contingency (10%)	\$31,818
TOTAL COSTS (ROUNDED)	\$350,000
Project Funding Sources:	Funding Amount
Water Capital:	\$350,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$350,000



San Bernardino Municipal Water Department

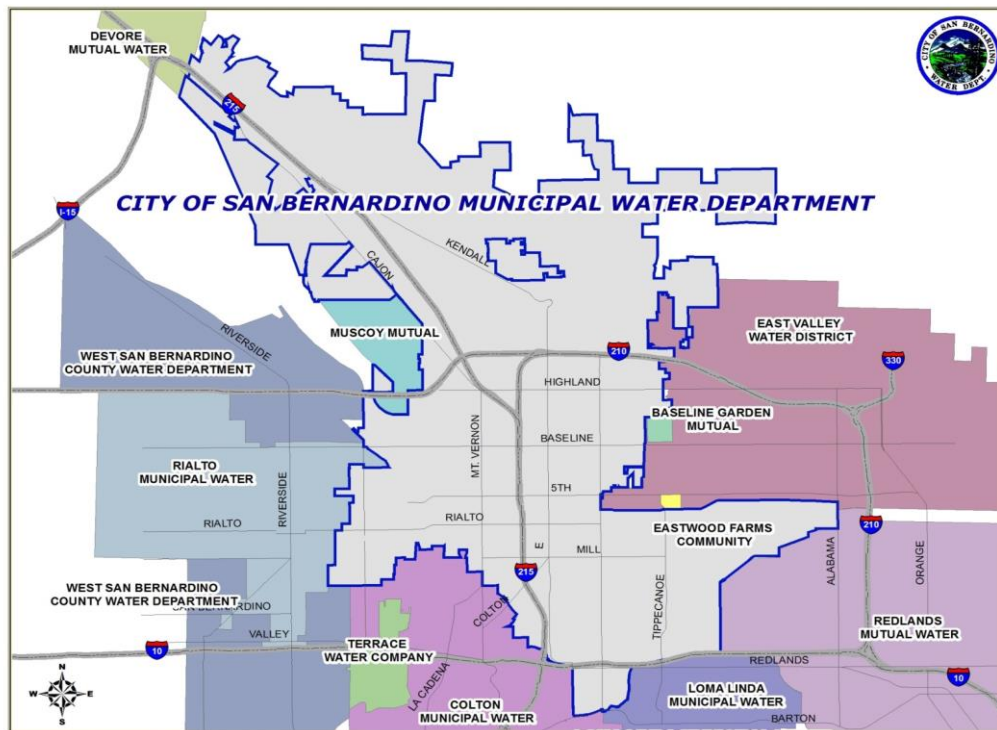
Water Fund Capital Projects Budget

Fiscal Year 2022/2023

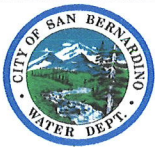
Project Name: **ANNUAL UNPLANNED PUBLIC WORKS**
 Asset Classification: **OTHER FUNDED PROJECTS**
 Asset Category: **PUBLIC WORKS PROJECTS**

Budget ID No. **CO No. 11076**

Project Description: Project involves funding of unanticipated water facility relocations necessary as a result of City Public Works projects such as street rehabilitations, paving, sidewalks, ramps, tree removal, etc. Water facility relocations mostly involve above ground facilities such as fire hydrant, air release/vacuum relief valves, etc.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$25,000
Equipment Rental:	\$0
Purchased Material:	\$54,000
Contract Services	\$80,000
Subtotal:	\$159,000
Contingency (10%)	\$16,000
TOTAL COSTS (ROUNDED)	\$175,000
Project Funding Sources:	Funding Amount
Water Capital:	\$175,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$175,000



San Bernardino Municipal Water Department

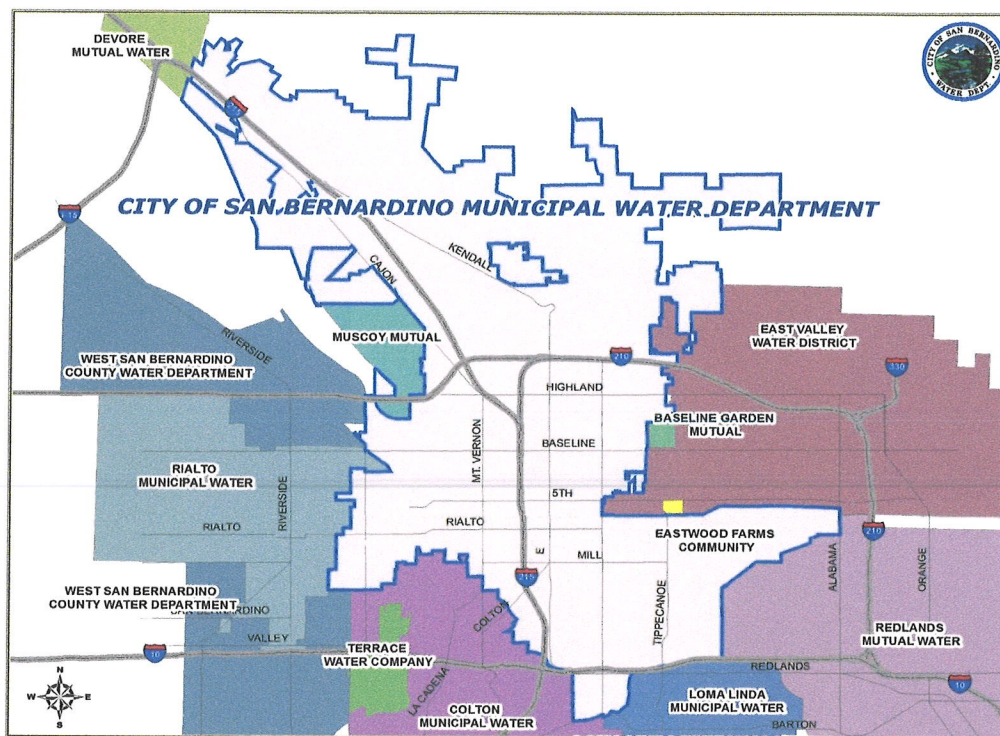
Water Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: **ANNUAL CITY PUBLIC WORKS PROJECT**
 Asset Classification: **OTHER FUNDED PROJECTS**
 Asset Category: **PUBLIC WORKS PROJECTS**

Budget ID No. _____ CO No. _____

Project Description: Project involves incorporating additional paving for City Public Works through active projects with the Water Department. Funding for these projects will be reimbursed from the City.



Budgetary Requirements:

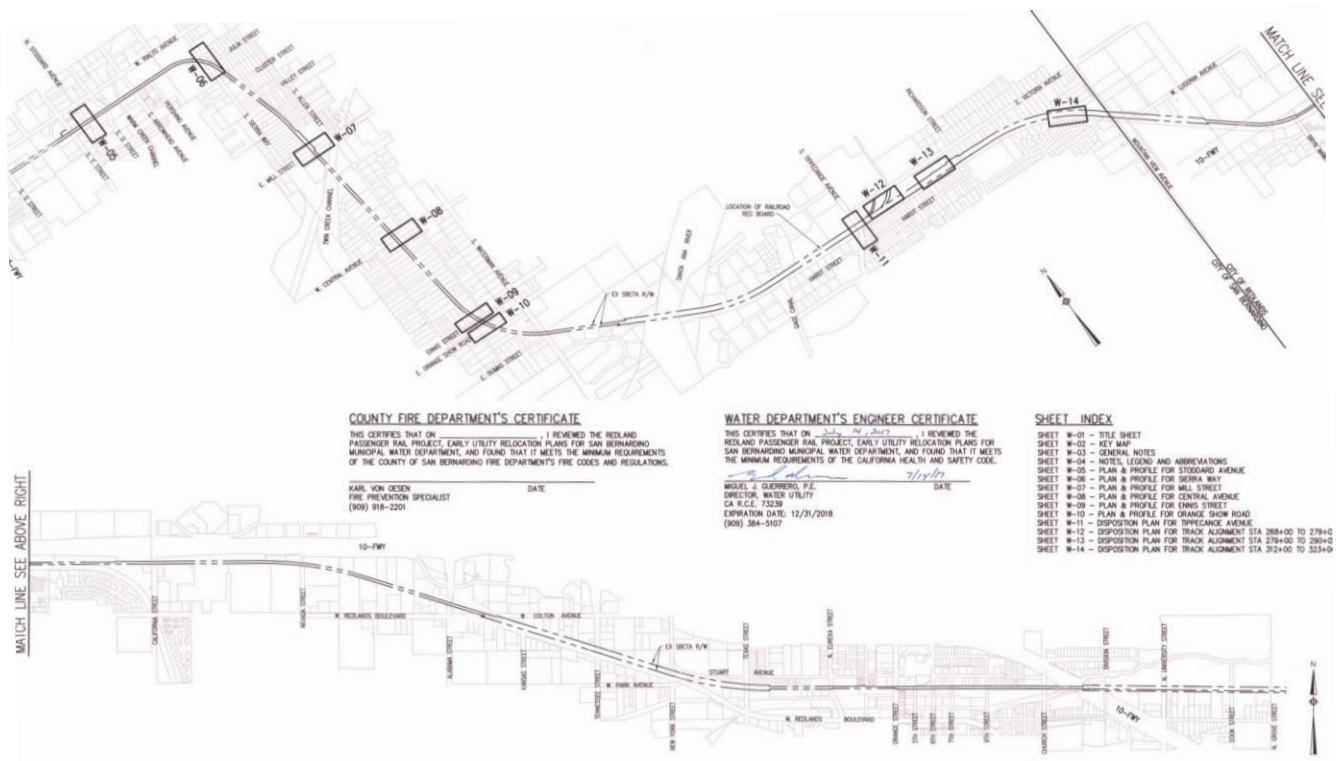
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$1,600,000
Subtotal:	\$1,600,000
Contingency (10%)	\$160,000
TOTAL COSTS (ROUNDED)	\$1,760,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$1,600,000
FUNDING (ROUNDED)	\$1,600,000



Project Name: REDLANDS PASSENGER RAIL PROJECT MAIN REPLACEMENTS
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: PUBLIC WORKS PROJECTS

Budget ID No.	CO No. 10856
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Project Description: Construction for the Redlands Passenger Rail Project by San Bernardino County Transportation Authority (SBCTA) has begun. The Project is an approximately 9-mile passenger rail transit system on existing railroad right-of-way between the San Bernardino Transit Center, located at Rialto Ave and “E” St in the City of San Bernardino, to the University of Redlands campus in the City of Redlands. The rail system route crosses several SBMWD water and sewer facilities, some of which require relocation to meet Project requirements. As part of the Project, steel casings will be installed for future pipelines at all crossings and existing pipelines and appurtenances will be extended and/or relocated where necessary.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$422,727
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$422,727
Contingency (10%)	\$42,300
TOTAL COSTS (ROUNDED)	\$465,000
Project Funding Sources:	Funding Amount
Water Capital:	\$464,569 Carryover amount from FY 21/22
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$465,000



San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: MUSCOY - EPA #109 SHALLOW WELL
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: CONSENT DECREE

Budget ID No. 13-108 **CO No.** 10690

Project Description: Project involves the construction of a new shallow well adjacent to the existing EPA Well 109. EPA 109 Shallow Well will function similar to EPA 108S, focusing on flow capture in the shallow and intermediate aquifers within the Muscoy OU. A new facade will be constructed on the newly acquired parcel adjacent to EPA 109 to house electrical equipment.



Budgetary Requirements:

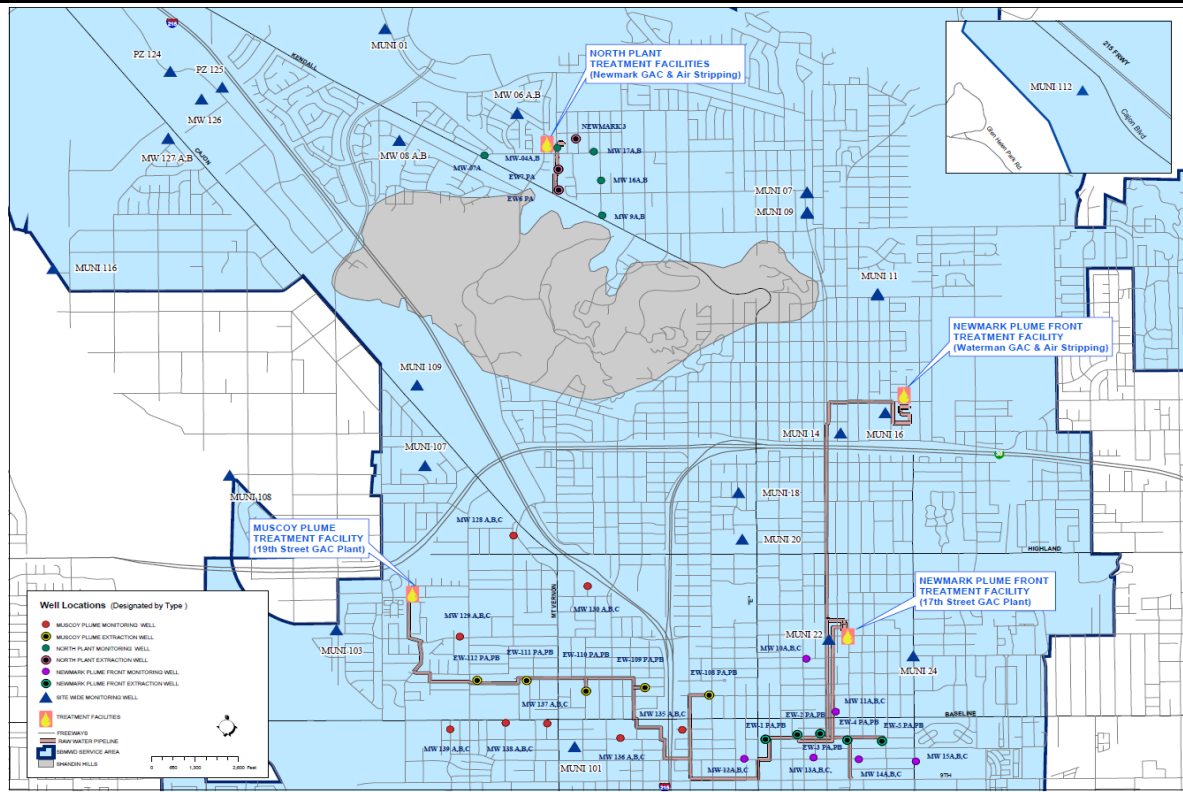
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$134,818
Const. Mgmt:	\$0
Construction:	\$1,213,364
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$1,348,182
Contingency (10%)	\$134,818
TOTAL COSTS (ROUNDED)	\$1,483,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$1,483,000 AIG
FUNDING (ROUNDED)	\$1,483,000



Project Name: ANNUAL R/R - EPA EXTRACTION WELLS (NEWMARK)
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: CONSENT DECREE REMEDY REPLACEMENT

Budget ID No.	CO No. 11077
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Project Description: Project involves either the replacement or rehabilitation of Newmark OU wells as a result of mechanical or electrical equipment failure. It is anticipated that three (3) EPA production wells will need to be rehabilitated during this budget cycle. Other wells will be rehabilitated if mechanical or electrical failure occurs.



Budgetary Requirements:

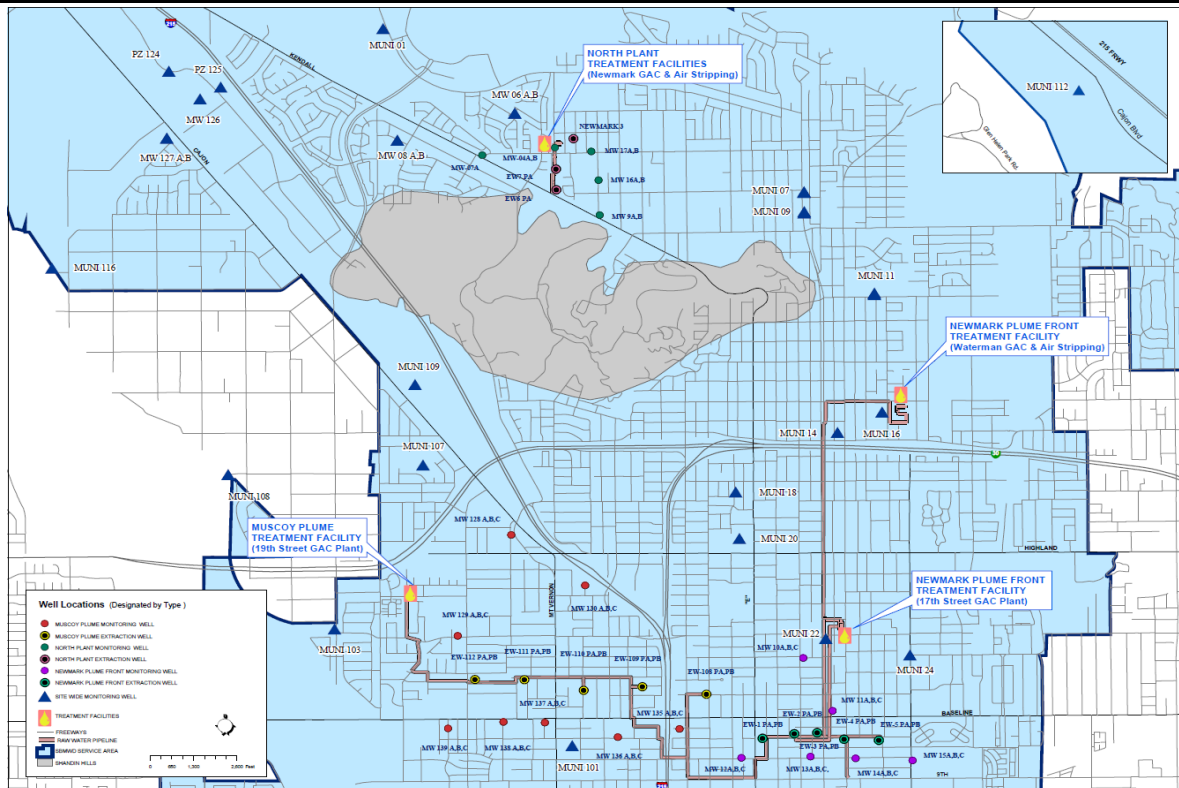
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$5,000
Purchased Material:	\$65,000
Contract Services	\$290,000
Subtotal:	\$360,000
Contingency (10%)	\$36,000
TOTAL COSTS (ROUNDED)	\$400,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$400,000 AIG
FUNDING (ROUNDED)	\$400,000



Project Name: ANNUAL R/R - EPA EXTRACTION WELLS (MUSCOY)
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: CONSENT DECREE REMEDY REPLACEMENT

Budget ID No.	CO No. 11078
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Project Description: Project involves either the replacement or rehabilitation of Muscoy OU wells as a result of mechanical or electrical equipment failure. It is anticipated that four (4) EPA production wells will need to be rehabilitated during this budget cycle. Other wells will be replaced or rehabilitated if mechanical or electrical failure occurs.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$18,081
Equipment Rental:	\$15,068
Purchased Material:	\$37,670
Contract Services	\$474,636
Subtotal:	\$545,455
Contingency (10%)	\$54,545
TOTAL COSTS (ROUNDED)	\$600,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$600,000 AIG
FUNDING (ROUNDED)	\$600,000

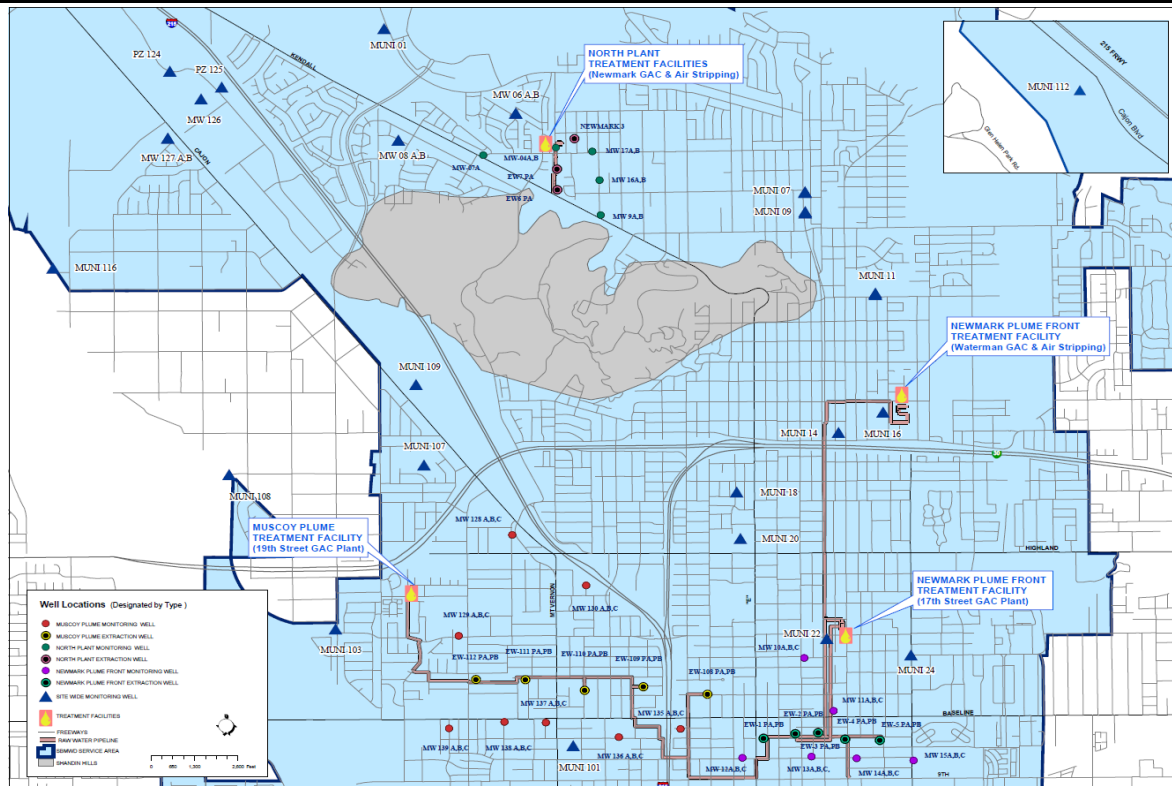


San Bernardino Municipal Water Department Water Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: ANNUAL R/R - EPA MONITORING WELLS
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: CONSENT DECREE REMEDY REPLACEMENT

Budget ID No. CO No. 11079

Project Description: Project involves either the replacement or rehabilitation of EPA monitoring wells as a result of failure. It is anticipated that four (4) monitoring wells will need to be rehabilitated during this budget cycle. Other wells will be replaced or rehabilitated if failure occurs.



Budgetary Requirements:

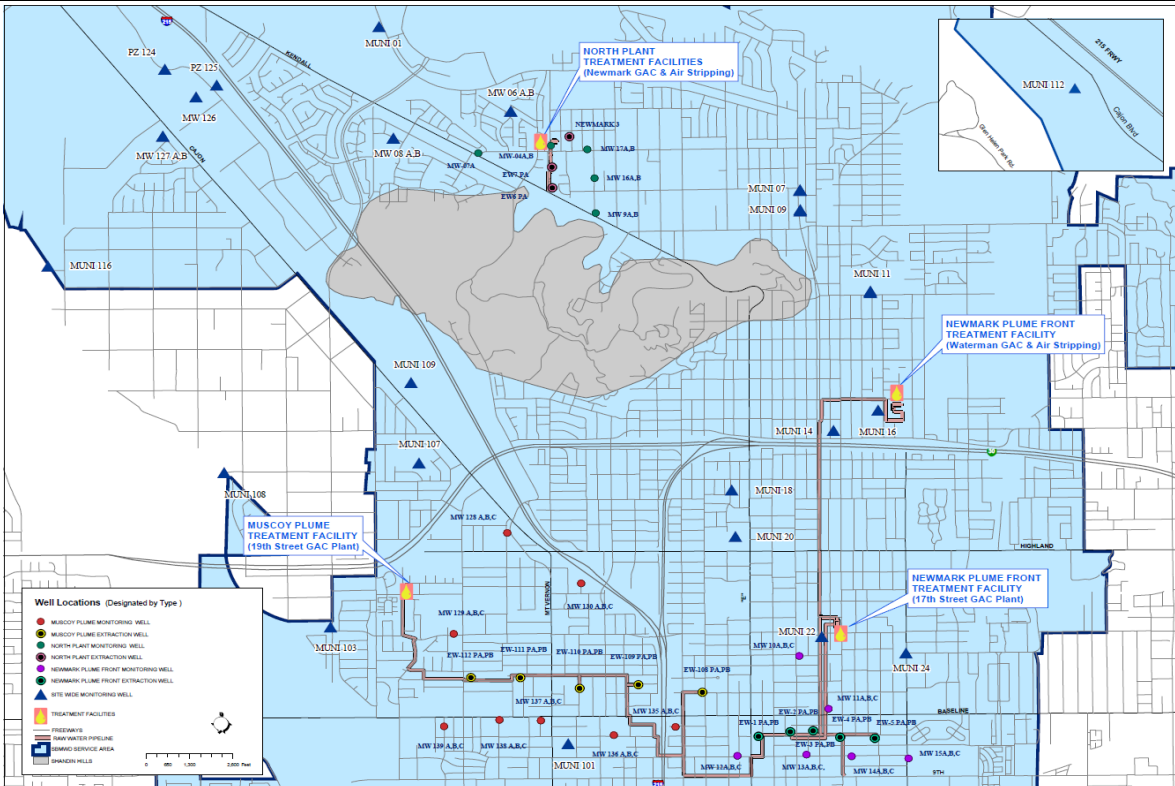
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$1,600
Equipment Rental:	\$1,600
Purchased Material:	\$8,000
Contract Services	\$61,000
Subtotal:	\$72,200
Contingency (10%)	\$7,220
TOTAL COSTS (ROUNDED)	\$80,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$80,000 AIG
FUNDING (ROUNDED)	\$80,000



Project Name: ANNUAL R/R - EPA TREATMENT PLANT VESSELS AND PIPING/VALVES
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: CONSENT DECREE REMEDY REPLACEMENT

Budget ID No.	CO No. 11080
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Project Description: Project involves either the replacement or rehabilitation of EPA treatment plant appurtenances, including vessels, valves, and piping. Appurtenances will be replaced or rehabilitated if failure occurs.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$1,000
Equipment Rental:	\$1,000
Purchased Material:	\$5,000
Contract Services	\$38,000
Subtotal:	\$45,000
Contingency (10%)	\$4,500
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$50,000 AIG
FUNDING (ROUNDED)	\$50,000



San Bernardino Municipal Water Department
Water Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL SAN BERNARDINO BASIN MODEL
Asset Classification: OTHER FUNDED PROJECTS
Asset Category: PUBLIC WORKS PROJECTS

Budget ID No. **CO No. 11081**

Project Description: Annual maintenance and analysis of the San Bernardino basin model.

BUNKER HILL GROUNDWATER BASIN



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$90,909
Subtotal:	\$90,909
Contingency (10%)	\$9,091
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
Water Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$100,000 PFM
FUNDING (ROUNDED)	\$100,000

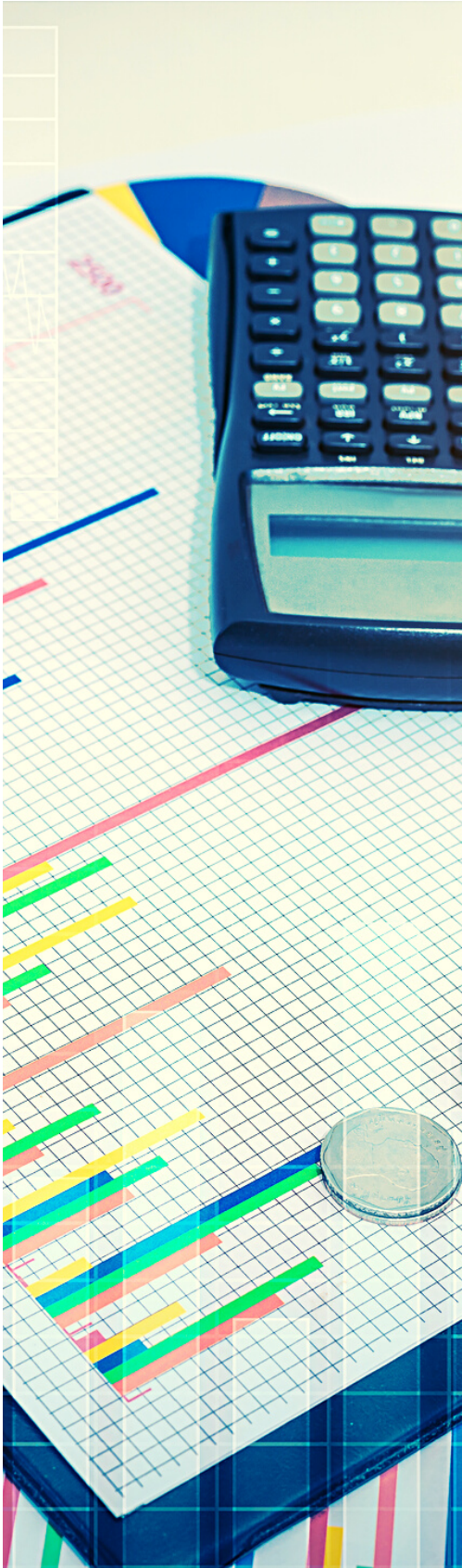
FISCAL YEAR 2022-2023

Sewer Treatment Capital



Capital Improvement Budget Summary

SEWER TREATMENT



SEWER TREATMENT FUND CAPITAL IMPROVEMENT PLAN FY 2022-2023																					
CATEGORY	PROJECT NUMBER	FISCAL YEAR 2021-22 BUDGET	FISCAL YEAR 2021-22 COSTS	ESTIMATED FY 21-22 COSTS INCLUDING ENCUMBRANCES	ESTIMATED OPEN ENCUMBRANCES	PROJECT CARRY OVER	NEW PROJECT OR ADDITIONAL FUNDING	LABOR PORTION OF PROJECT	Projected Actual Expenses for FY 22-23	TOTAL CIP BUDGET FY 22-23		FUNDING SOURCES	Capital	Debt	Grant	PROJECTED FY 23-24	PROJECTED FY 24-25	PROJECTED FY 25-26	PROJECTED FY 26-27	OVERALL PROJECT BUDGET	
REPLACEMENT / REHABILITATION OF SYSTEM ASSETS																					
FACILITIES REHABILITATION																					
	Unit 1 Secondary Effluent Modifications	00223	226,000	-	-	226,000	1,000,000	-	1,226,000	1,226,000		Capital	1,226,000			-	-	-	-	1,226,000	
	E Street Lift Station Controls Upgrades	00224	120,000	-	-	120,000	180,000	-	300,000	300,000		Capital	300,000			-	-	-	-	300,000	
	Annual R/R - Solids Handling Systems	New CO				-	350,000	-	350,000	350,000	e	Capital	350,000			200,000	200,000	200,000	200,000	1,150,000	
	Annual R/R - WRP Operational	New CO				-	50,000	-	50,000	50,000		Capital	50,000			10,000	10,000	10,000	10,000	90,000	
	Annual R/R - WRP Structural	New CO				-	50,000	-	50,000	50,000		Capital	50,000			50,000	50,000	50,000	50,000	250,000	
	Annual R/R - WRP Mechanical	New CO				-	470,000	-	470,000	470,000	e	Capital	470,000			470,000	470,000	470,000	470,000	2,350,000	
	Annual R/R - WRP Electrical, Instrumentation and SCADA	New CO				-	245,000	-	245,000	245,000	e	Capital	245,000			95,000	95,000	95,000	95,000	625,000	
	Annual R/R - WRP Facilities	New CO				-	820,000	-	820,000	820,000	o	Capital	820,000			30,000	30,000	30,000	30,000	940,000	
	East Lift Station Modification for SNRC	00244	50,000	-	49,304	49,304	1,100,000	-	1,100,000	1,100,000		Capital	1,100,000			-	-	-	-	1,150,000	
	Master Plan - WRP Rehab Project No. 1	00268	500,000	23,990	71,296	47,306	428,700	-	428,700	428,700		Capital	428,700			2,250,000	-	-	-	2,750,000	
	Master Plan - WRP Asset Replacement Project A	New CO					250,000	-	250,000	250,000		Capital	250,000			1,000,000	1,000,000	-	-	2,250,000	
	Master Plan - VFD Replacement Project R&R	00250	4,806,000	24,785	124,860	100,075	1,500,000	-	1,500,000	1,500,000		Capital	1,500,000			1,500,000	-	1,500,000	-	4,500,000	
	Master Plan - Unit 3 R&R	00251	144,030	-	47,616	47,616	96,400	-	140,000	626,400		Capital	626,400			-	-	-	-	674,030	
	Digester C & D Permanent Repairs						-	-	-	-		Capital	-			-	3,000,000	1,000,000	-	4,000,000	
	Pavement Replacement Project	New CO				-	1,500,000	-	1,500,000	1,500,000		Capital	1,500,000			1,500,000	-	1,500,000	-	4,500,000	
	Unit 3 Fall Protection	New CO				-	300,000	-	300,000	300,000		Capital	300,000			-	-	-	-	300,000	
SUBTOTAL FOR REPLACEMENT / REHABILITATION OF SYSTEM ASSETS		5,846,030	48,775	293,076	244,301	2,371,100	6,845,000	-	8,729,700	9,216,100		-	9,216,100		-	-	7,105,000	4,855,000	4,855,000	855,000	27,055,030
NEW SYSTEM ASSETS																					
NEW EQUIPMENT																					
	Flare Replacement Project (0.06 Backup & 0.25 Duty)	00199	2,347,382	933,383	1,421,085	487,702	926,300	-	926,000	926,000		Debt		926,000		-	-	-	-	2,347,382	
	Blower Decentralization Project	00200	2,430,076	1,526,985	1,922,518	395,533	507,600	-	381,000	508,000		Debt		508,000		-	-	-	-	2,430,076	
	ALS Reliability Project	00222	2,643,291	142,637	214,825	72,188	2,428,500	-	2,186,100	2,429,000		Debt		2,429,000		-	-	-	-	2,643,291	
	Digester Gas Holder Project	00201	873,047	105,772	638,261	532,489	234,800	-	176,250	235,000		Debt		235,000		-	-	-	-	873,047	
	SCADA Master Plan Resultant Projects	00252	260,000		-		260,000	-	260,000	260,000		Capital	260,000			2,950,000	2,950,000	-	-	6,160,000	
	Chemically Enhanced Primary Treatment	00253	120,000		-		120,000	30,000	150,000	150,000		Capital	150,000			-	-	-	-	150,000	
	Digester B Replacement with Biosolids Strategic Plan	00254	9,706,398	302,017	2,180,782	1,878,765	9,404,000	-	1,975,000	9,404,000		Capital	9,404,000			-	-	-	-	9,706,398	
	Emergency Drying Beds Lining Project	New CO					-	7,500,000	-	3,750,000	7,500,000	Capital	7,500,000			-	-	-	-		
	Brine Line Improvements	00255	200,000				200,000	150,000	350,000	350,000		Capital	350,000			-	-	-	-	350,000	
	Unit 3 Expansion and Completion Phase I						-	-	-	-		Capital	-			-	475,000	476,000	9,354,000	10,305,000	
	Electrical Master Plan Resultant Projects						-	-	-	-		Capital	-			5,700,000	5,700,000	-	-	11,400,000	
	DG Overhead Pipe Rack Project	00269					-	150,000	150,000	150,000		Capital	150,000			1,000,000	-	-	-	1,150,000	
	Department EV Charging System Planning	New CO					-	150,000	150,000	150,000		Capital	150,000			1,500,000	-	-	-	1,650,000	
SUBTOTAL FOR NEW SYSTEM ASSETS		18,580,194	3,010,794	6,377,471	3,366,677	14,081,200	7,980,000	-	10,454,350	22,062,000			17,964,000	4,098,000	-	-	11,150,000	9,125,000	476,000	9,354,000	49,165,194
OTHER FUNDED ASSETS																					
FACILITIES AND PLANTS																					
	Water Facilities Relocation	00196	6,125,000	-	12,162	12,162	6,112,800	-	3,000,000	6,112,800		Debt/Capital	4,000,000	2,112,800	-	-	-	-	-	6,125,000	
RECYCLED WATER PLANT																					
12-206	Phase 2 - Tertiary Treatment System (Design)	00138	2,564,223	16,046	198,925	182,879	2,548,200	-	2,548,000	2,548,000		Capital	2,548,000			-	-	-	-	2,564,223	
	Phase 4 - Tertiary Treatment System (Construction)	00194	9,406,420	96,882	795,127	698,245	8,611,300	6,500,000	8,310,500	15,110,000		Debt/Capital	4,310,000	6,800,000	-	-	-	-	-	15,906,420	
SUBTOTAL FOR OTHER FUNDED PROJECTS		18,095,643	112,928	1,006,214	893,286	17,272,300	6,500,000	-	13,858,500	23,770,800			10,858,000	8,912,800	-	-	-	-	-	24,595,643	
GRAND TOTAL		42,521,867	3,172,497	7,676,761	4,504,264	33,724,600	21,325,000	-	33,042,550	55,048,900			38,038,100	13,010,800	-	-	18,255,000	13,980,000	5,331,000	10,209,000	100,815,867



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: UNIT 1 SECONDARY EFFLUENT MODIFICATOPNS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00223

Project Description: In January 2017, a leak was reported at the wall joint between the former Unit 1 chlorine contact tank influent channel and Unit 1 West Secondary Clarifier wall at the junction between the effluent channels for the Unit 1 East and West Secondary Clarifiers. The walls have separated over time and reach the point where joint filling with expandable materials will no longer provide a water-tight barrier. This project will install new secondary effluent piping and will include demolition of the former chlorine contact tank.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$9,091
Design:	\$90,909
Const. Mgmt:	\$72,727
Construction:	\$736,364
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$909,091
Contingency (10%)	\$90,909
TOTAL COSTS (ROUNDED)	\$1,000,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$1,000,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$1,000,000

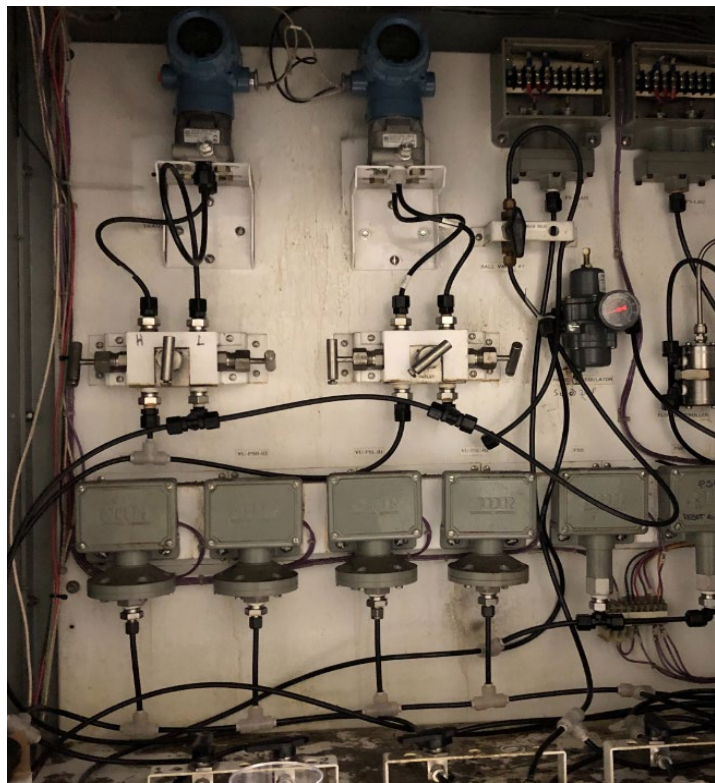


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: E. Street Lift Station Controls Upgrade
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00224

Project Description: The controls for the E Street Lift Station are from the original installation in 1990 and are based on relay, potential, and bubbler controls technologies. This project will implement a modern Programmable Logic Control (PLC) system to control the lift station equipment.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$272,727
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$272,727
Contingency (10%)	\$27,273
TOTAL COSTS (ROUNDED)	\$300,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$300,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$300,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - SOLIDS HANDLING SYSTEM
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No.	CO No.
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Project Description: This funding will address capital purchases related exclusively to the treatment and handling of the solids process stream. Examples include replacement pumps for the digesters, grinder panels, belt press and centrifuge equipment, etc.

- \$100k for Digester C & D mixing pump replacement at \$50k for new pump
- DAFT 2 Drive \$140k
- Centrifuge 1 and 2 Rotodiff Rebuilds \$40k total
- Digester C dome rehab \$50k
- Other \$20k

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$350,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$350,000

Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$350,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$350,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - WRP STRUCTURAL
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: This funding will address capital purchases related exclusively to the structures on the plant. Examples include concrete and masonry repairs to buildings and tanks, etc.



- Unit 1 Blower Building Sea Container \$20k
- \$30k other

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$50,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - WRP MECHANICAL
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: This funding will address capital purchases related exclusively to the mechanical equipment of the plant. Examples include replacement pumps, blowers, grinders, etc.



\$50k Utility Isolation Valves
 \$145k Grinder Replacements (two at \$50k/ea) and 3 at \$15k/ea Smaller Grinders
 \$70k Seepex Seal Retrofit
 \$25k E Street conditioning pumps rebuild
 \$30k Air compressor Headworks
 \$10k Seepex Stators
 \$10k NRC Screwlift Lower Bushing Assembly (New)
 \$40k Roots #4 Blower Overhaul
 \$15k Headworks Lift Station Lower Bushing Assembly
 \$50k Boiler Controls
 \$25K Other

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$470,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$470,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$470,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$470,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - WRP ELECTRICAL, INSTRUMENTATION, AND SCADA
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: This funding will address capital purchases related exclusively to the electrical, communications, or control equipment of the plant. Examples include replacement motors, flow meters, camera servers, SCADA servers, etc.



- \$25k Unit 1 Pump House old switchgear
- \$12k Transformer testing and repair
- \$4.5k Main circuit breaker testing
- \$25k Fiber optic cable replacement
- \$12k Spare PTZ camera
- \$125k Camera system upgrade
- \$12k Replace screwlift buckets in Headworks
- \$25k Other

Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$245,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$245,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$245,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$245,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - WRP FACILITIES
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No.	CO No.
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Project Description: This funding will address capital purchases related exclusively to the repair of the non-process facilities on the plant. Examples include replacement HVAC systems, ladder accesses, etc.

- \$42k Truck loader painting
- \$275k Personnel building repairs and remodel
- \$ 175k Large Men and Women's Restroom in the Admin Building (repairs and remodel)
- \$52k Small Men and Women's Restroom in the Admin Building (repairs and remodel)
- \$80k Drought tolerant landscaping Unit 1 and Chandler gate entrance
- \$10k Chlorine building rolling door replacement
- \$30k Belt press and Roots Building Mandoor replacement
- \$20k Various fencing at WRP
- \$100k WRP Admin AC Replacement/Cooling Tower Demo
- \$10k Arrowhead LS AC and Ducting Replacement
- \$15k Forklift Shed/House
- \$10k Other

Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$820,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$820,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$820,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$820,000

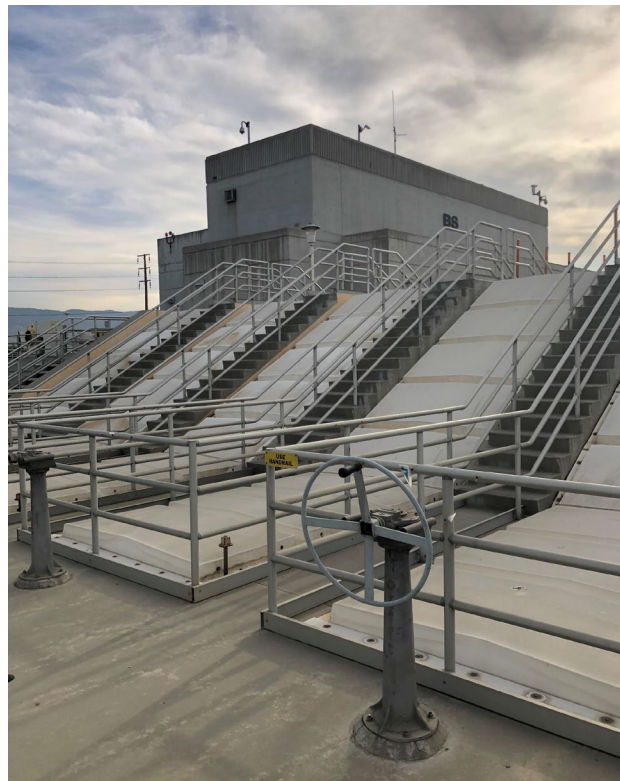


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: EAST LIFT STATION MODIFICATION FOR SNRC
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00244

Project Description: In late 2022, the East Valley Water District's Sterling Natural Resource Center (SNRC) is scheduled to begin operation, thus decreasing up to 6 MGD from the influent flow to the WRP. All of the flow contributes to the 12 MGD handled by the helical screw pumps of the East Lift Station. With a 50% reduction in flow to the constant-speed screw pumps, consideration is to be given to redesigning this lift station for more efficient operation. This budget is for evaluation of options and development of a preliminary design report and does not consider the actual modifications that would be needed.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$10,455
Design:	\$104,545
Const. Mgmt:	\$83,636
Construction:	\$846,818
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$1,045,455
Contingency (10%)	\$104,545
TOTAL COSTS (ROUNDED)	\$1,150,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$1,150,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$1,150,000



San Bernardino Municipal Water Department Sewer Treatment Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: MASTER PLAN - WRP REHAB PROJECT NO. 1
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00268

Project Description: The first and second components of the WRP Facilities Assessment were Asset Inventory and Focused Condition Assessment. The latter identified the Remaining Useful Life (RUL) for selected assets throughout the Facility. The resultant assets with a RUL of 0 years were grouped into categories based on asset type and will be scheduled for rehabilitation and/or replacement (R&R). This budget is for the R&R of the Nitrogen Removal Carousel (NRC), Unit 1, Unit 2 and Unit 3 assets identified in the WRP Master Plan.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$4,545
Design:	\$450,000
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$454,545
Contingency (10%)	\$45,455
TOTAL COSTS (ROUNDED)	\$500,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$500,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$500,000



San Bernardino Municipal Water Department Sewer Treatment Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: MASTER PLAN - WRP ASSET REPLACEMENT PROJECT A
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: The first and second components of the WRP Facilities Assessment were Asset Inventory and Focused Condition Assessment. The latter identified the Remaining Useful Life (RUL) for selected assets throughout the Facility. The resultant assets with a RUL of 0 years were grouped into categories based on asset type and will be scheduled for rehabilitation and/or replacement (R&R). This budget is for the R&R of the Nitrogen Removal Carousel (NRC), Unit 1, Unit 2 and Unit 3 assets identified in the WRP Master Plan.
- Project includes breaking up WRP Rehab Project No. 1 into two projects, internally and externally led.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$250,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$250,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$250,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$250,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: MASTER PLAN - VFD REPLACEMENT PROJECT R&R
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00250

Project Description: The first and second components of the WRP Facilities Assessment were Asset Inventory and Focused Condition Assessment. The latter identified the Remaining Useful Life (RUL) for selected assets throughout the Facility. The resultant assets with a RUL of 0 years were grouped into categories based on asset type and will be scheduled for rehabilitation and/or replacement (R&R). This budget is for the R&R of the Variable Frequency Drive (VFD) assets identified in the WRP Master Plan.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$5,000,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$5,000,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$5,012,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$5,012,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: MASTER PLAN - UNIT 3 R&R
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00251

Project Description: The first and second components of the WRP Facilities Assessment were Asset Inventory and Focused Condition Assessment. The latter identified the Remaining Useful Life (RUL) for selected assets throughout the Facility. The resultant assets with a RUL of 0 years were grouped into categories based on asset type and will be scheduled for rehabilitation and/or replacement (R&R). This budget is for the R&R of the existing Unit 3 assets identified in the WRP Master Plan. This budget is not for any completion or expansion efforts for the Unit 3 facilities.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$610,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$610,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$610,000 (Carryover + \$530k)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$610,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: PAVEMENT REPLACEMENT PROJECT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: The project includes pavement replacement throughout WRP. The approximate area is 4,400 linear feet (times) 25-ft width @ \$13.30/ft^2 equals approximately \$1.5M and it includes complete pavement section replacement.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$1,500,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$1,500,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$1,500,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$1,500,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: UNIT 3 FALL PROTECTION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: The project includes addressing existing condition where fall arrest/restraint equipment that is not suitable for the purpose of being inside the handrail system with the lids removed from the tanks.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$300,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$300,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$300,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$300,000



San Bernardino Municipal Water Department **Sewer Treatment Fund Capital Projects Budget** **Fiscal Year 2022/2023**

Project Name: FLARE REPLACEMENT PROJECT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. **CO No. 00199**

Project Description: WRP Operations Staff currently rely on the existing flare to combust excess digester gas that is not used beneficially. The flare was constructed in 1988 and is capable of meeting an emissions limit of 0.06 lbs/MMBTU NOx. With the revision of SCAQMD Rule 1110.2, WRP Operations will be required to flare more frequently. SCAQMD Rule 1118.1 is currently being revised. The Proposed Amended Rule 1118.1 indicates Ultra-Low Emission (ULE) flares will likely be required that are capable of emitting less than 0.025 lbs/MMBTU. The Department will construct one (1) new ULE flare and anticipates that proposed revisions will permit the use of the existing flare as a backup.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$3,289,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$3,289,000 (Debt Funding: Carryover)
FUNDING (ROUNDED)	\$3,289,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: BLOWER DECENTRALIZATION PROJECT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00200

Project Description: The existing aeration system for the WRP consists of two digester gas-fueled engine-driven blowers and two electric-driven blowers. Effective January 1, 2019, the Department will not be permitted to use Digester Gas and will not have any backup blowers. Rather than constructing new centralized blowers and rehabilitating the air pipeline, newer turbo blowers with greater efficiency will be installed at Units 1 and 2. This will also serve to provide greater flexibility and turn down capability when the influent flow to the WRP is reduced as a result of the EVWD's SNRC facility.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0

TOTAL COSTS (ROUNDED) \$14,550,000

Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$14,550,000 (Debt funding: Carryover)

FUNDING (ROUNDED) \$14,550,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ARROWHEAD LIFT STATION PUMP 2ND ELECTRIFICATION PROJECT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. CO No. 00222

Project Description: As a direct result of the South Coast Air Quality Management District's revision to Rule 1110.2, the two primary existing digester gas-fueled internal combustion engine (ICE) driven lift station pumps at the Arrowhead Lift Station will not be operational effective January 1, 2019. Although the ALS Electrification Project provided for a backup pumping system for the two natural gas-fueled ICE driven lift station pumps, the electric-driven Pump #5 is not capable of managing peak flows. Occasionally, peak flows into the ALS have been as high as xx MGD. Pump #5 is capable of xx MGD. The ALS is not connected to East Valley Water District's flow and will not be impacted by the Sterling Natural Resources Center Project.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$3,621,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$3,621,000 (Debt Funding: Carryover)
FUNDING (ROUNDED)	\$3,621,000

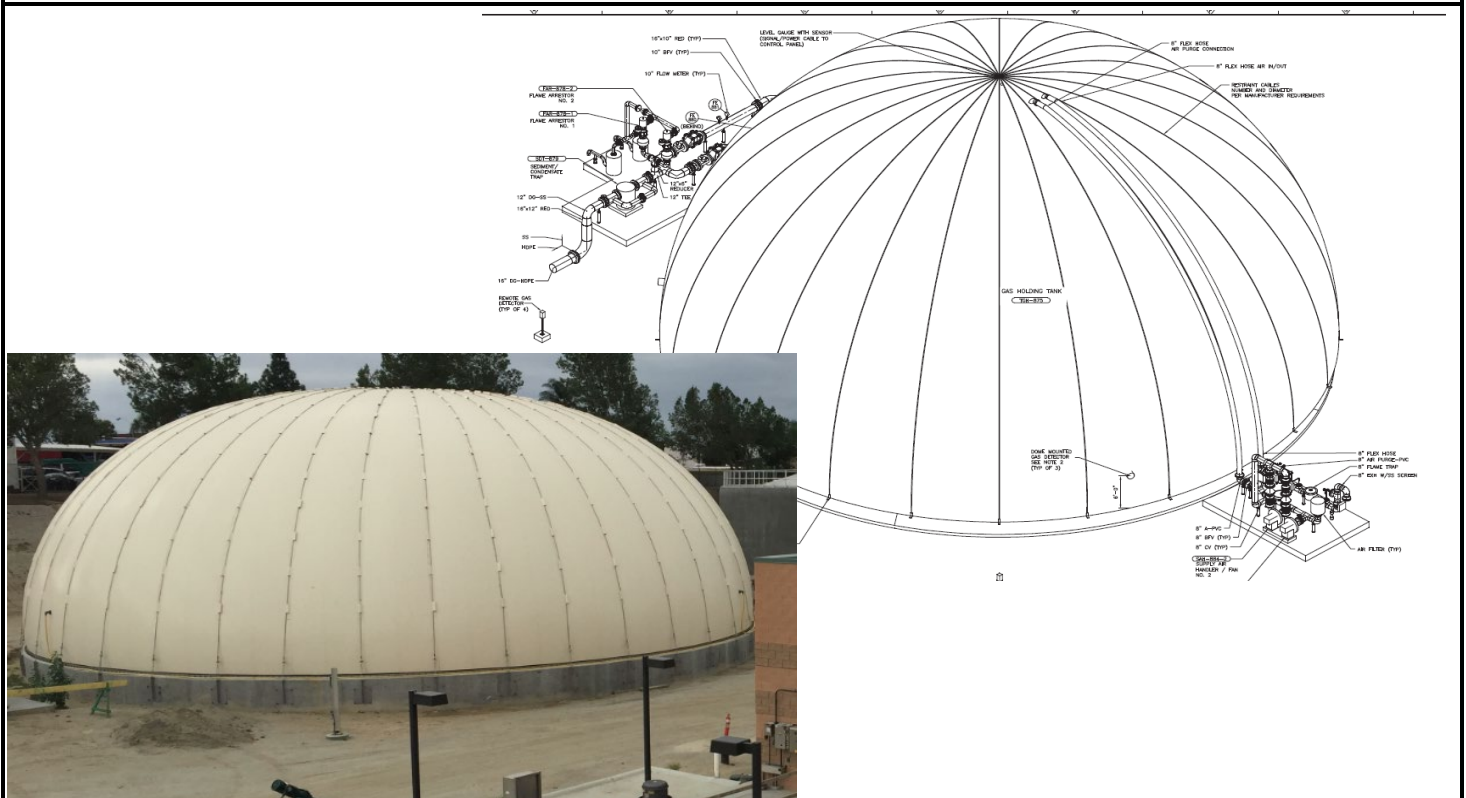


San Bernardino Municipal Water Department Sewer Treatment Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: DIGESTER GAS HOLDER PROJECT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. **CO No. 00201**

Project Description: SCAQMD Rule 1110.2 was amended to reduce the overall emissions from digester gas-fueled engines. The lowest cost means of complying with the amended Rule is to provide the digester gas produced by the digesters to a 3rd party, who will convert the gas to electricity and sell the power back to the Department at a constant rate. The selected technology, Fuel Cells, requires a consistent steady flow of gas that must be equalized over a period of hours. This project will include design and construction of a new low-pressure digester gas holder to equalize the flow of digester gas to the Fuel Cell system.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$3,199,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$3,199,000 (Debt Funding: Carryover)
FUNDING (ROUNDED)	\$3,199,000

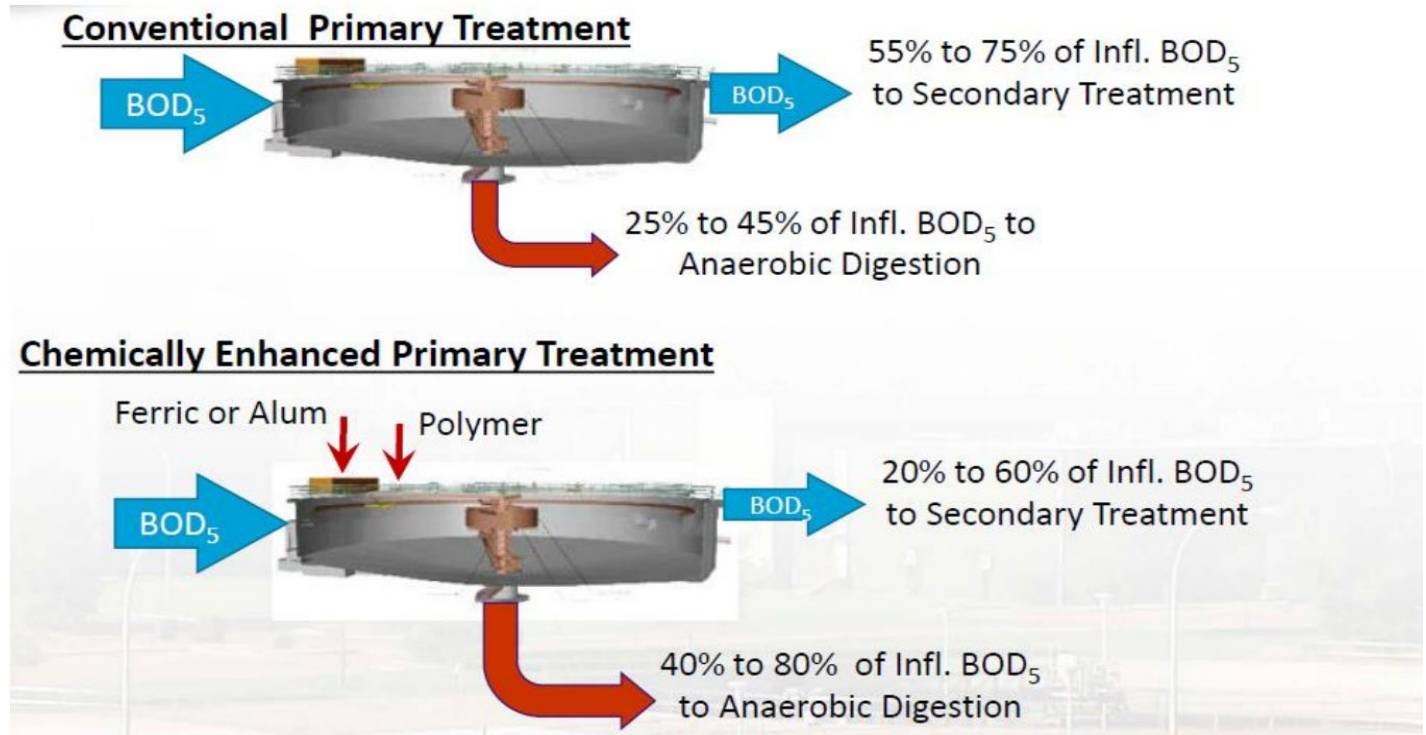


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: CHEMICALLY ENHANCED PRIMARY TREATMENT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00253

Project Description: The primary treatment process can be optimized through the addition of chemical coagulants such as metal salts and organic polymers. This technique, known as chemically enhanced primary treatment (CEPT), improves settling, thereby increasing primary sludge volume and decreasing the load to the secondary system. This funding will be for the initial efforts toward implementation.



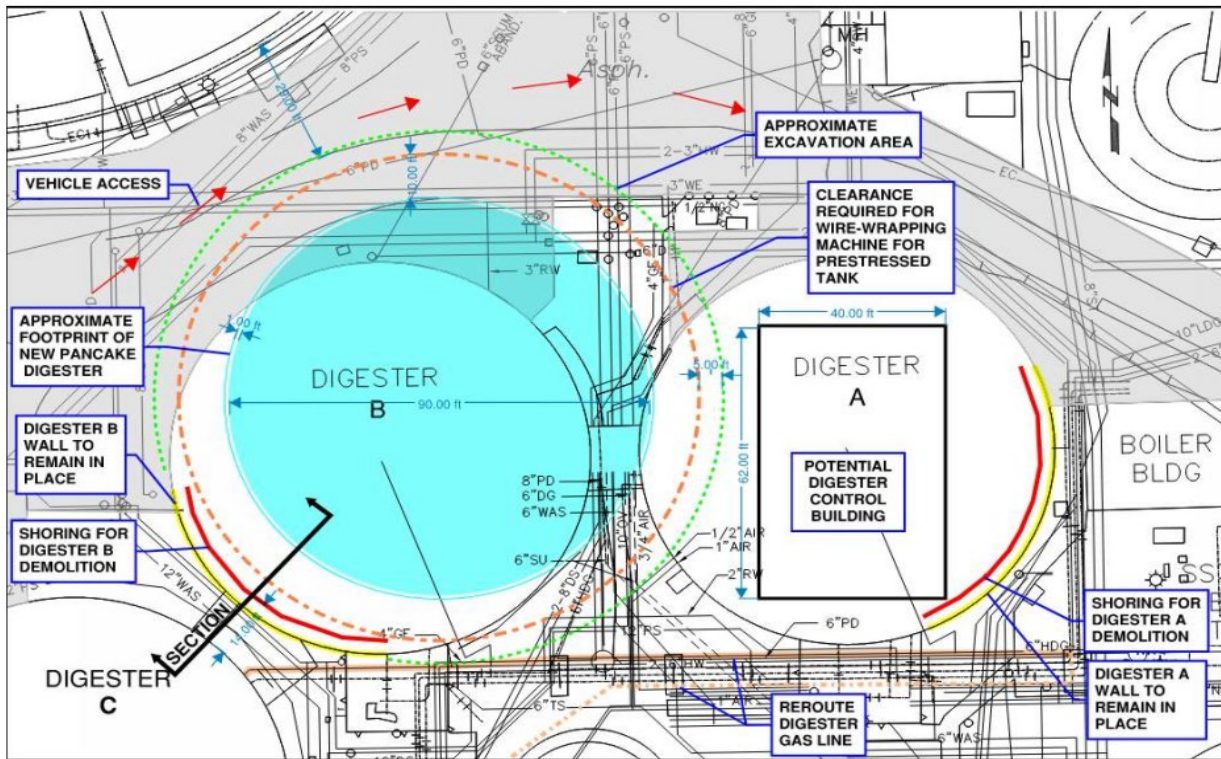
Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$130,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$130,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$130,000

**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name:	DIGESTER B REPLACEMENT WITH BIOSOLIDS STRATEGIC PLAN
Asset Classification:	NEW SYSTEM ASSETS
Asset Category:	NEW EQUIPMENT

Budget ID No.	CO No. 00254
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Project Description: The WRP currently has four (4) anaerobic digesters that were constructed in 1958 (A & B) and 1983/1984 (C & D). Digester B was taken out of service in 2013 for cleaning and has been unable to be put back in service since. The WRP needs 3 digesters in service at all times in order to meet necessary treatment limits. Digesters C & D are in need of routine cleaning but cannot be taken out of service until Digester B is repaired or replaced. Per the Biosolids Strategic Plan, completed in 2021, various operational aspects of the biosolids treatment process were evaluated and recommendations to proceed included replacing Digester B with a mesophilic anaerobic digester. Digester A will also be demolished for optimum layout placement of the proposed new Digester.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$1,975,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$1,975,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$9,404,000 Carryover funds (approximation)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$9,404,000



**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: EMERGENCY DRYING BEDS LINING PROJECT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00254

Project Description: The existing drying beds were originally constructed in 1958 to dewater digested sludge via evaporation. SBMWD switched to mechanical dewatering and the drying beds are no longer needed for dewatering. The drying beds have been re-purposed for equipment and operations storage. SBMWD determined that it would like to reinstate the functionality of the drying beds for emergency purposes. Due to their age and current Title 27 regulations, the existing drying beds will require rehabilitation to provide utility as an emergency storage location for sludge or dewatered sludge. After temporary storage, material will be transported and disposed of at a Class III landfill. Of the six drying beds, SBMWD elected to rehabilitate the south east and center east drying beds.

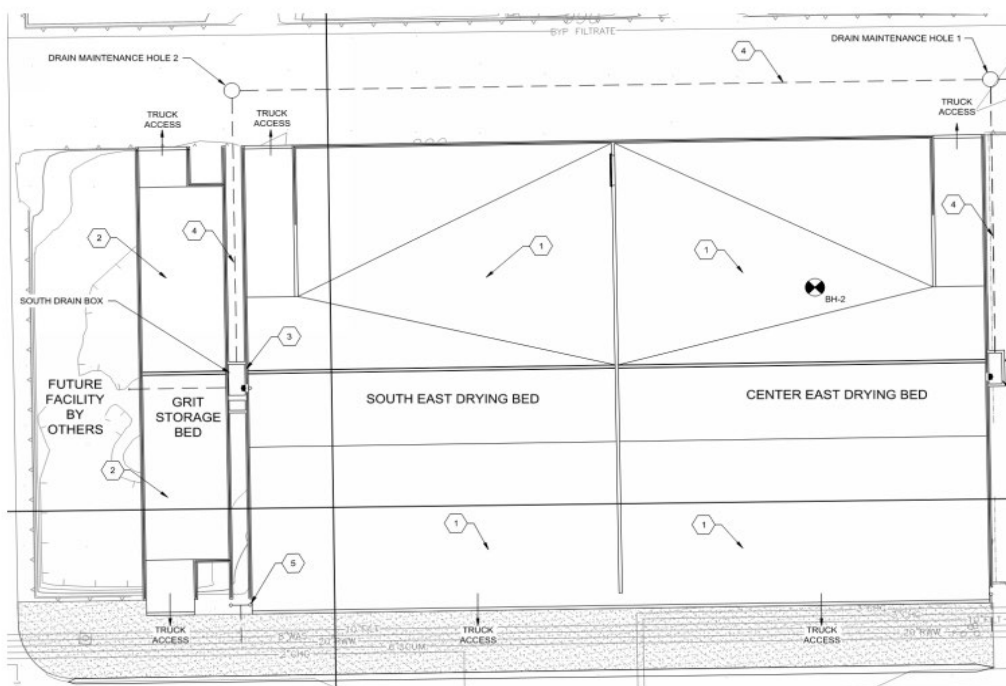


Figure 4-2 Sludge Drying Bed Layout

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$7,500,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$7,500,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$7,500,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$7,500,000

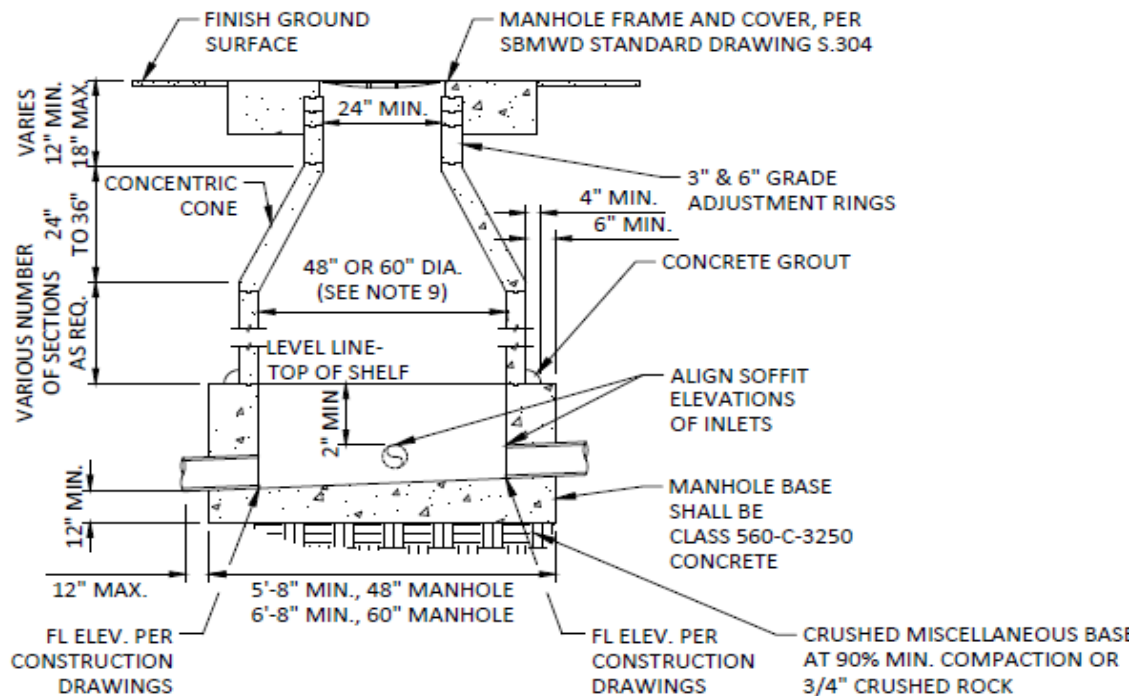


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: BRINE LINE IMPROVEMENTS
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00255

Project Description: The existing brine pipeline inside the WRP was installed with an insufficient number of maintenance holes and cleanouts to facilitate proper cleaning and maintenance. This budget is for the installation of new maintenance holes and cleanouts.



CONCENTRIC TOP PRECAST MANHOLE - SECTION VIEW

N.T.S

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$350,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$350,000 (Carryover + \$150k)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$350,000

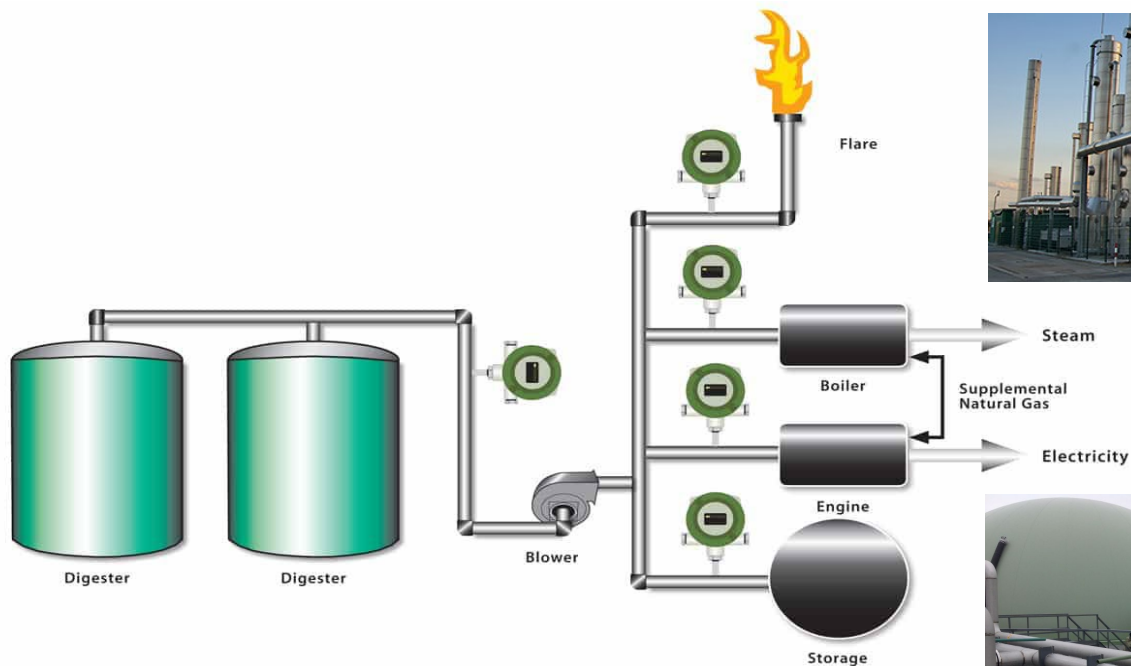


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: DG PIPE RACK PROJECT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00269

Project Description: Funding to evaluate and design possible extension of existing digester gas piping overhead to connect to new facilities (i.e. two new flares, digester gas holder, fuel cell).



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$150,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$150,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$150,000 (Carryover balance)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$150,000

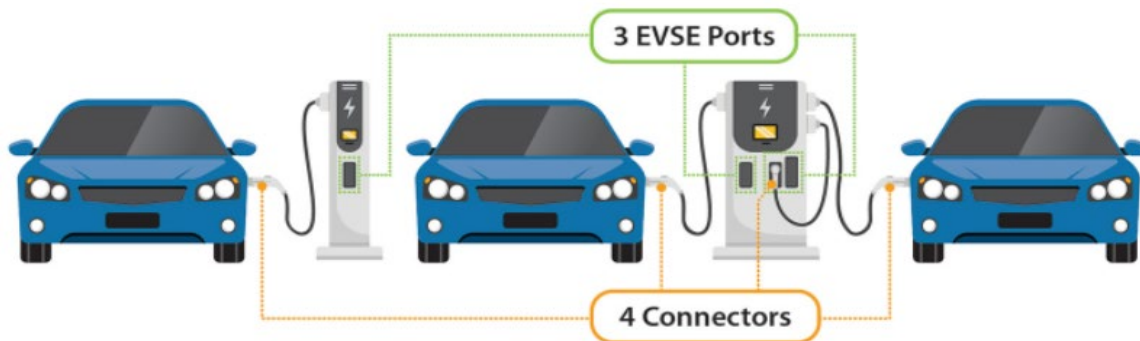


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: DEPARTMENT EV CHARGING SYSTEM PLANNING
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. **CO No.**

Project Description: Electrical infrastructure design for the WR Administration Building to take advantage of the incentives as well as be able to plan for future electric vehicle upgrades for the WR vehicles. The design would explore the application for the SCE incentive programs, search for additional incentives, the feasibility of covered parking area with solar panels, the SCE electrical infrastructure, the charging infrastructure for the WR vehicles and upgrading the WR Administration building switchgear and distribution.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$1,364
Design:	\$135,000
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$136,364
Contingency (10%)	\$13,636
TOTAL COSTS (ROUNDED)	\$150,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$150,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$150,000



San Bernardino Municipal Water Department Sewer Treatment Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: **WATER FACILITIES RELOCATION**
 Asset Classification: **OTHER FUNDED ASSETS**
 Asset Category: **FACILITIES AND PLANTS**

Budget ID No. **CO No. 00196**

Project Description: Project involves the architectural design, construction and any tenant improvements necessary to relocate Water Department staff from various locations in the City to 397 Chandler Ave. Project includes new facility, or facilities, and all associated site improvements. The water utility funds will also contribute to the Project.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$6,125,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$6,125,000
FUNDING (ROUNDED)	\$6,125,000 (Debt/Capital Funding: Carryover)

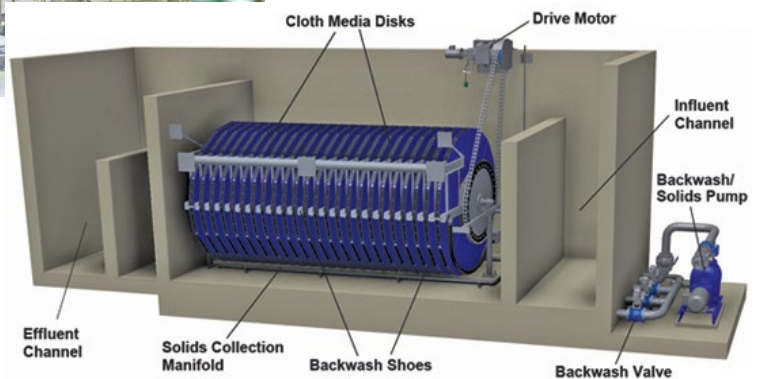


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: PHASE 2 - TERTIARY TREATMENT SYSTEM (DESIGN)
Asset Classification: OTHER FUNDED ASSETS
Asset Category: RECYCLED WATER PLANT

Budget ID No. 12-206 **CO No.** 00138

Project Description: Design of a five (5) MGD tertiary treatment system to meet Title 22 standards (eliminates use of groundwater for plant utility, golf course irrigation, Caltrans irrigation, etc.) and reduces hydraulic loading to the RIX Facility.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$2,692,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$2,692,000 (Capital funding: Carryover)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$2,692,000

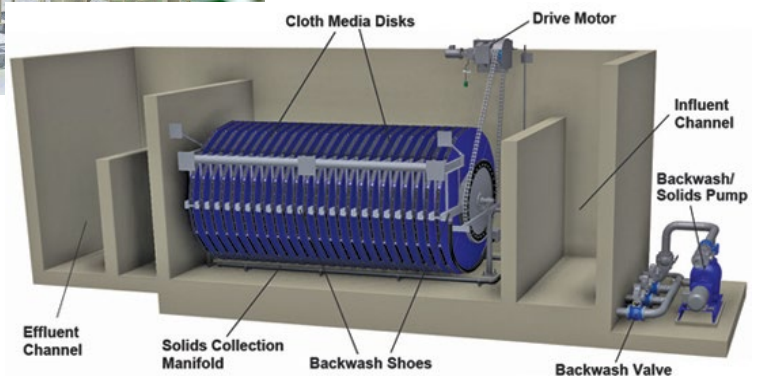


**San Bernardino Municipal Water Department
Sewer Treatment Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: PHASE 4 - TERTIARY TREATMENT SYSTEM (CONSTRUCTION)
Asset Classification: OTHER FUNDED ASSETS
Asset Category: RECYCLED WATER PLANT

Budget ID No. CO No. 00194

Project Description: Construction of a five (5) MGD tertiary treatment system to meet Title 22 standards (eliminates use of groundwater for plant utility, golf course irrigation, Caltrans irrigation, etc.) and reduces hydraulic loading to the RIX Facility.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$0
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$12,000,000
Project Funding Sources:	Funding Amount
Sewer Treatment Capital:	\$0
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$12,000,000 (Debt/Capital Funding: Carryover + \$2.5M)
FUNDING (ROUNDED)	\$12,000,000

FISCAL YEAR 2022-2023

Sewer Collection Capital



Capital Improvement Budget Summary

SEWER COLLECTION



SEWER COLLECTION FUND CAPITAL IMPROVEMENT PLAN FY 2022-2023																	
CATEGORY	PROJECT NUMBER	FISCAL YEAR 2021-22 BUDGET	FISCAL YEAR 2021-22 COSTS	ESTIMATED FY 21-22 COSTS INCLUDING ENCUMBRANCES	ESTIMATED OPEN ENCUMBRANCES	PROJECT CARRY OVER	NEW PROJECT OR ADDITIONAL FUNDING	PROJECTED ACTUAL EXPENSES FOR FY 22-23	LABOR PORTION OF PROJECT	CIP BUDGET FY 22-23		FUNDING SOURCES	PROJECTED FY 23-24	PROJECTED FY 24-25	PROJECTED FY 25-26	PROJECTED FY 26-27	OVERALL PROJECT BUDGET
REPLACEMENT / REHABILITATION OF SYSTEM ASSETS	LIFT STATION REHABILITATION																
	Annual R/R - Lift Station Mechanical	New CO	-	-	-	-	110,000	110,000	-	110,000	e	Capital	150,000	150,000	150,000	150,000	710,000
	Annual R/R - Lift Station Electrical, Instrumentation & SCADA	New CO	-	-	-	-	95,000	95,000	-	95,000		Capital	95,000	95,000	95,000	95,000	475,000
	Annual R/R - Lift Station Structural	New CO	-	-	-	-	90,000	90,000	-	90,000	o	Capital	25,000	25,000	25,000	25,000	190,000
	Annual R/R - Lift Station Facilities Safety	New CO	-	-	-	-	50,000	50,000	-	50,000	e	Capital	25,000	25,000	25,000	25,000	150,000
	Condition Based Lift Station R/R Short-Term Horizon		-	-	-	-	-	-	-	-		Capital	275,000	1,000,000	275,000	1,000,000	2,550,000
	SEWER MAIN REPLACEMENT																
	Annual R/R - Sectional Main Repairs	New CO	-	-	-	-	1,000,000	1,000,000	-	1,000,000		Capital	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
	Blackstone Ave 0540176-0540164 Rehabilitation	50021	200,000	-	-	200,000	200,000	100,000	-	400,000		Capital	500,000	-	-	-	900,000
	Lugo Ave Sewer Main Replacement						1,000,000	500,000		1,000,000							
	Condition Based Primary Sewer Replacements	New CO	-	-	-	-	120,000	120,000	-	120,000		Capital	830,000	-	-	-	950,000
	Condition Based Secondary Replacements	New CO	-	-	-	-	650,000	650,000	-	650,000		Capital	6,800,000	4,500,000	4,500,000	4,500,000	20,950,000
	Condition Based Sewer Rehabilitation Plans as a Result of Studies	50043	225,000	-	-	200,000	225,000	200,000	-	425,000		Capital	-	-	-	-	450,000
	Sewer Siphon Rehabilitation & Replacements		-	-	-	-	-	-	-	-		Capital	1,000,000	5,200,000	6,000,000	-	12,200,000
	MANHOLE REHABILITATION & REPLACEMENT																
	Annual R/R - Maintenance Holes		-	-	-	-	400,000	400,000	-	400,000	o	Capital	400,000	400,000	400,000	400,000	2,000,000
SUBTOTAL FOR REPLACEMENT / REHABILITATION OF SYSTEM ASSETS		425,000	-	-	-	400,000	3,940,000	3,315,000	-	4,340,000			11,100,000	12,395,000	12,470,000	7,195,000	46,525,000
NEW SYSTEM ASSETS	LIFT STATIONS																
	Meridian Lift Station Generator Project	50012	2,278,000	33,586	294,950	261,364	2,244,000	1,261,000	300,000	3,505,000		Capital		-	-	-	3,539,000
	Lift Station SCADA Phase I	New CO	-	-	-	-	-	250,000	250,000	250,000		Capital	300,000	350,000	150,000	-	1,050,000
	SEWER MAINS																
MANHOLES																	
SUBTOTAL FOR NEW SYSTEM ASSETS		2,278,000	33,586	294,950	261,364	2,244,000	1,511,000	550,000	-	3,755,000			300,000	350,000	150,000	-	4,589,000
OTHER FUNDED PROJECTS	PUBLIC WORKS PROJECTS																
	Annual Unplanned Public Works	New CO	-	-	-	-	50,000	50,000	-	50,000		Capital	50,000	50,000	50,000	50,000	250,000
	Annual City Public Works Projects						460,000	460,000		460,000							
SUBTOTAL FOR OTHER FUNDED PROJECTS		-	-	-	-	-	510,000	510,000	-	510,000			50,000	50,000	50,000	50,000	250,000
GRAND TOTAL		\$ 2,703,000	\$ 33,586	\$ 294,950	\$ 261,364	\$ 2,644,000	\$ 5,961,000	\$ 4,375,000	\$ -	\$ 8,605,000			\$ 11,450,000	\$ 12,795,000	\$ 12,670,000	\$ 7,245,000	\$ 51,364,000



**San Bernardino Municipal Water Department
Sewer Collection Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - LIFT STATION MECHANICAL
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: LIFT STATION REHABILITATION

Budget ID No. **CO No.**

Project Description: Each of the twelve (12) small lift stations are designed to transport untreated wastewater from lower to higher elevation where the use of gravity conveyance will result in excessive excavation depths. The lift stations each have two (2) or more non-clog centrifugal pumps with associated pipes and valves. This equipment must be routinely rehabilitated or replaced to maintain a functional facility.



- Pump Rebuilds \$30k (Vendor)
- Colton LS Pump Hoist Trolley \$30k
- Pine LS Generator for Controls \$7.5k
- Remaining smart covers \$40k

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$110,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$110,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$110,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$110,000



**San Bernardino Municipal Water Department
Sewer Collection Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - LIFT STATION ELECTRICAL, INSTRUMENTATION & SCADA
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: Each of the twelve (12) small lift stations are designed to transport untreated wastewater from lower to higher elevation where the use of gravity conveyance will result in excessive excavation depths. The lift stations each have two (2) or more non-clog centrifugal pumps with associated electrical, instrumentation, and SCADA components. This equipment must be routinely rehabilitated or replaced to maintain a functional facility.

- New meter pedestal for Colton LS \$15k
- Fairway LS - Control panels with PLC \$55k
- Fairway LS - Level controls \$2k
- Lift station auto dialers \$20k



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$95,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$95,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$95,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$95,000



**San Bernardino Municipal Water Department
Sewer Collection Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - LIFT STATION STRUCTURAL
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: Each of the twelve (12) small lift stations are designed to transport untreated wastewater from lower to higher elevation where the use of gravity conveyance will result in excessive excavation depths. The small lift stations are housed in a structure that is one of 3 different styles (underground package plant, above-ground building, or above-ground utility). Each structure must be routinely rehabilitated or replaced to maintain a functional facility.



- Allen LS wet-well lining and structural rehab \$75k
- Macy LS Structure Rehab Roof, Doors, Painting \$15k

Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$90,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$90,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$90,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$90,000



San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: ANNUAL R/R - LIFT STATION FACILITIES SAFETY
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: FACILITIES REHABILITATION

Budget ID No. **CO No.**

Project Description: Each of the twelve (12) small lift stations are designed to transport untreated wastewater from lower to higher elevation where the use of gravity conveyance will result in excessive excavation depths. The small lift stations are housed in a structure that is one of 3 different styles (underground package plant, above-ground building, or above-ground utility). Each of the 3 styles requires different safety components for safe entrance and maintenance. Some of these components are ladders, fall-protection equipment, and air blowers. Each component must be routinely rehabilitated or replaced to maintain a functional facility.



- Colton LS Stairs Installation \$20k
- Colton LS Ventilation System design \$30k

Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$50,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000



**San Bernardino Municipal Water Department
Sewer Collection Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - SECTIONAL MAIN REPAIRS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SEWER MAIN REPLACEMENT

Budget ID No. **CO No.**

Project Description: The primary function of the Sanitary Sewer Collection System (SSCS) is to collect and transmit untreated wastewater from the source to the treatment plant without allowing the wastewater to contaminate either groundwater, public areas, or waters of the state. Occasionally, sections of existing SSCS pipeline are found to be in a condition that requires repair or replacement to restore flow. This project involves planned and unplanned repairs or sectional replacements of smaller segments of pipeline to restore flow.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$1,000,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$1,000,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$1,000,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$1,000,000

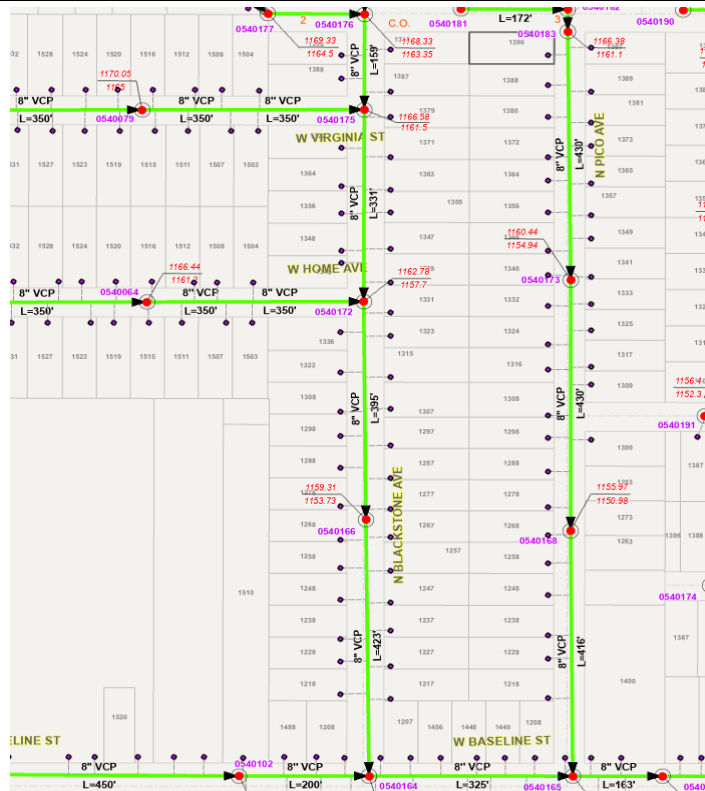


San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: BLACKSTONE AVE 0540176-0540164 REHABILITATION
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SEWER MAIN REPLACEMENT

Budget ID No. CO No. 50021

Project Description: Project includes funding for design of future main replacement or rehabilitation of Blackstone Ave sewer from SMH 0540176 to SMH 0540164. Sewer main has been identified by staff as problematic and in need of replacement or rehabilitation.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$181,818
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$181,818
Contingency (10%)	\$18,182
TOTAL COSTS (ROUNDED)	\$200,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$200,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$200,000



San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: LUGO AVE SEWER MAIN REPLACEMENT
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SEWER MAIN REPLACEMENT

Budget ID No. **CO No.**

Project Description: Project includes funding for design and construction of future main replacement or rehabilitation of Lugo Ave from 4th Street to 5th Street. Sewer main has been identified by staff as problematic and in need of replacement or rehabilitation due to sags in its vertical alignment.



Top Left: Existing condition at M/H 0670127 looking south. Trench shown was created April 2020

Top Right: Emergency replacement of broken section of 06701270670020 in April 2020. Did not correct improper slope at that time. Staff that worked on the repair included Barry Berggren (retired; unreachable) and Michael Holt (retired; unreachable)

Bottom Left: Typical condition April 2022 just south of M/H 0670127. Typically, flow backs up within minutes of jet cleaning and submerges pipe fully, surcharging M/H 0670127.

Bottom Center: Believed to be a storm drain crossing over the low point of the sag on 06701270670020.

Bottom Right: City of San Bernardino Storm Drain Binder, Grid 67 (January 2007 Update)



DIAGRAMMATIC - NOT TO SCALE

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$9,091
Design:	\$90,909
Const. Mgmt:	\$72,727
Construction:	\$736,364
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$909,091
Contingency (10%)	\$90,909
TOTAL COSTS (ROUNDED)	\$1,000,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$1,000,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$1,000,000

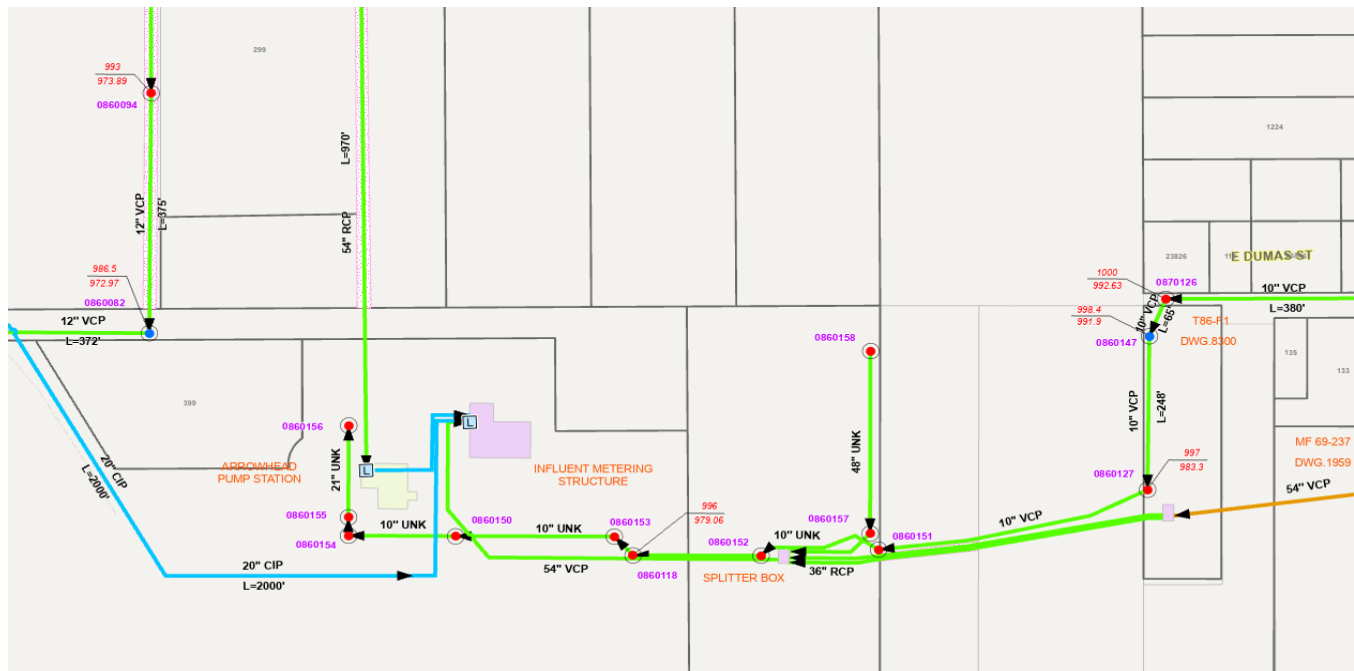


San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: **CONDITION BASED PRIMARY SEWER REPLACEMENTS**
Asset Classification: **REPLACEMENT/REHABILITATION OF SYSTEM ASSETS**
Asset Category: **SEWER MAIN REPLACEMENT**

Budget ID No. **CO No.**

Project Description: Project includes funding to further evaluate sewer mains in need of replacement/rehabilitation as identified in the 2019 Sewer Collections Master Plan and develop rehabilitation plans. Primary sewer mains include mains greater than 12-inch.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$109,091
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$109,091
Contingency (10%)	\$10,909
TOTAL COSTS (ROUNDED)	\$120,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$120,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$120,000

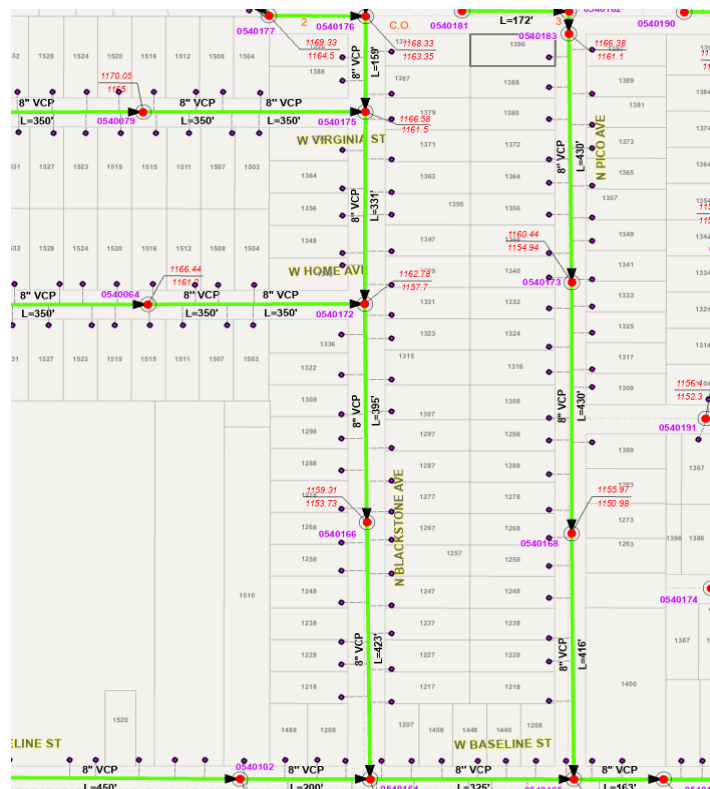


San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: CONDITION BASED SECONDARY REPLACEMENTS
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: SEWER MAIN REPLACEMENT

Budget ID No. **CO No.**

Project Description: Project includes funding to further evaluate sewer mains in need of replacement/rehabilitation as identified in the 2019 Sewer Collections Master Plan and develop rehabilitation plans. Secondary sewer mains include 8-inch and 12-inch mains.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$590,909
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$590,909
Contingency (10%)	\$59,091
TOTAL COSTS (ROUNDED)	\$650,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$650,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$650,000



San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: **CONDITION BASED SEWER REHABILITATION PLANS**
Asset Classification: **REPLACEMENT/REHABILITATION OF SYSTEM ASSETS**
Asset Category: **SEWER MAIN REPLACEMENT**

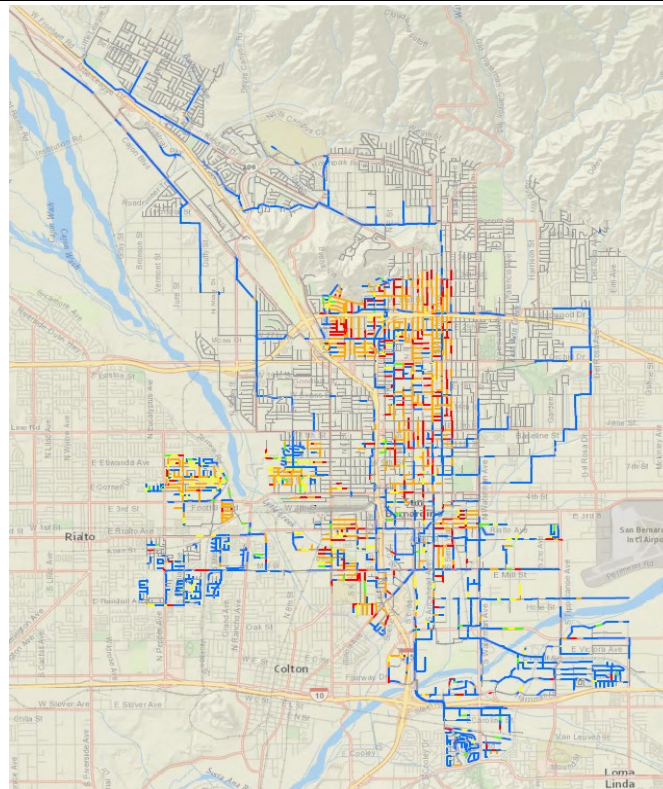
Budget ID No. **CO No. 50043**

Project Description: Project includes funding to further evaluate sewer mains in need of replacement/rehabilitation as identified in the 2019 Sewer Collections Master Plan and develop rehabilitation plans.

Legend

Sewer Pipes CCTV

- No Records
- Minor Defects
- Moderate to Minor Defects
- Moderate Defects
- Significant Defects
- Most Significant Defects



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$204,545
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$204,545
Contingency (10%)	\$20,455
TOTAL COSTS (ROUNDED)	\$225,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$225,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$225,000



**San Bernardino Municipal Water Department
Sewer Collection Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: ANNUAL R/R - MAINTENANCE HOLES
Asset Classification: REPLACEMENT/REHABILITATION OF SYSTEM ASSETS
Asset Category: MAINTENANCE HOLE REHABILITATION & REPLACEMENT

Budget ID No. **CO No.**

Project Description: The primary function of the Sanitary Sewer Collection System (SSCS) is to collect and transmit untreated wastewater from the source to the treatment plant without allowing the wastewater to contaminate either groundwater, public areas, or waters of the state. Maintenance Holes allow for access to the buried pipeline to maintain the system. However, many maintenance holes have deteriorated to the point where untreated wastewater comes into contact with the soil. Further, the ability for liquid to pass provides for a point of infiltration when rainfall percolates into the soil. This increases the volume of wastewater. This project involves planned and unplanned repairs to maintenance holes to restore the structure to a proper sealed system.



Manhole 0750135



Manhole 0750136

Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$400,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$400,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$400,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$400,000



**San Bernardino Municipal Water Department
Sewer Collection Fund Capital Projects Budget
Fiscal Year 2022/2023**

Project Name: MERIDIAN LIFT STATION GENERATOR PROJECT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: LIFT STATIONS

Budget ID No. CO No. 50012

Project Description: One of the twelve (12) small lift stations, the Meridian Lift Station, currently has no backup source of energy with which to power the lift pumps in case of utility power failure. This lift station is a high flow station that, within short order, can back up and cause a Sanitary Sewer Overflow (SSO). In order to prevent this, temporary portable power measures are currently in place. This project will evaluate, design, and construct a facility with backup battery system with automatic transfer switches in order to provide emergency backup power during a power outage.



Budgetary Requirements:

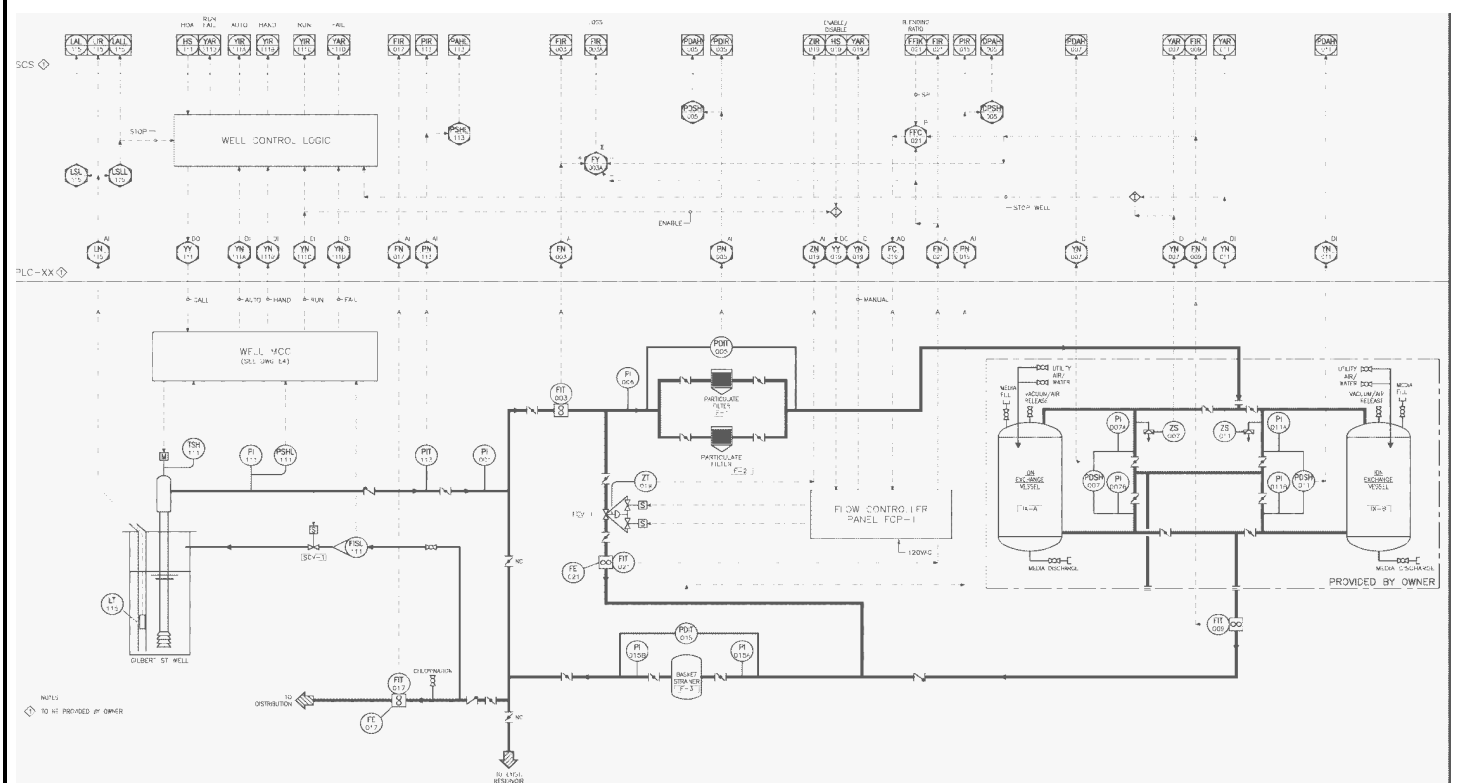
Cost Category	Estimated Cost
CEQA Compliance:	\$50,000
Design:	\$50,000
Const. Mgmt:	\$50,000
Construction:	\$2,960,000
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$3,110,000
Contingency (10%)	\$311,000
TOTAL COSTS (ROUNDED)	\$3,421,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$3,539,000 (Carryover + \$1.261M)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$3,539,000



San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: **LIFT STATION SCADA PHASE I**
Asset Classification: **NEW SYSTEM ASSETS**
Asset Category: **LIFT STATIONS**

Budget ID No.	CO No.
Project Description: Project includes SCADA upgrades to at least three lift stations.	



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$250,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$250,000
Project Funding Sources:	
Funding Amount	
Sewer Collection Capital:	\$250,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$250,000

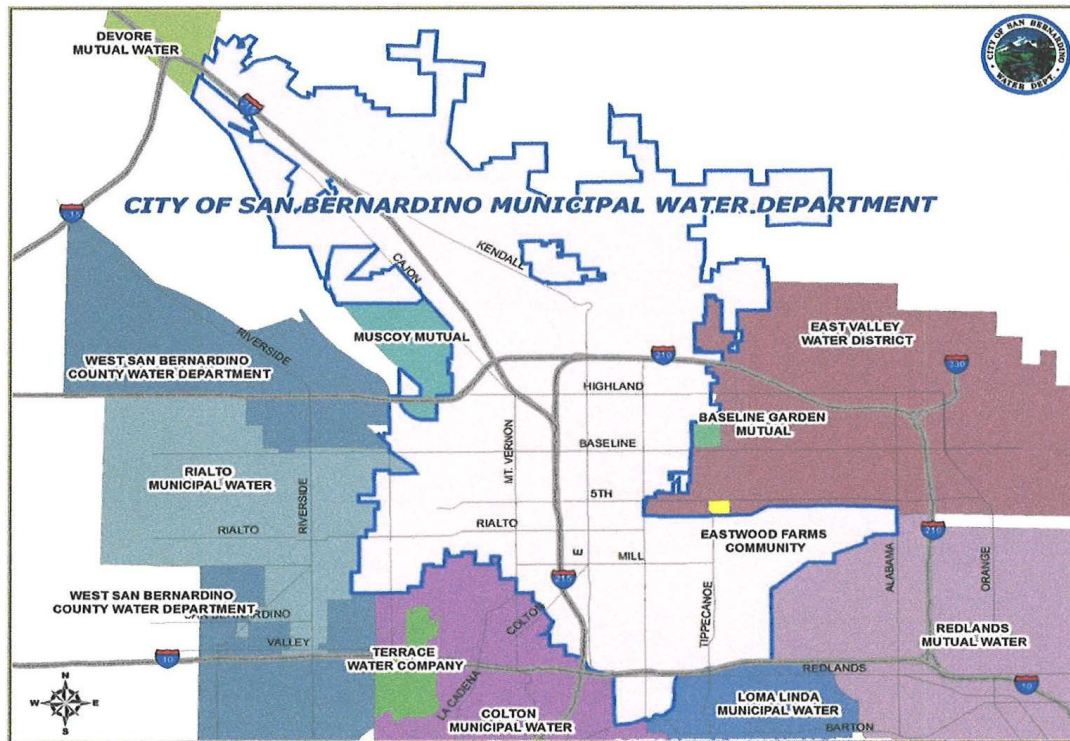


San Bernardino Municipal Water Department Sewer Collection Fund Capital Projects Budget Fiscal Year 2022/2023

Project Name: **ANNUAL UNPLANNED PUBLIC WORKS**
Asset Classification: **OTHER FUNDED ASSETS**
Asset Category: **PUBLIC WORKS PROJECTS**

Budget ID No. _____ CO No. _____

Project Description: Project involves funding of unanticipated sewer collection facility relocations necessary as a result of City Public Works projects such as street rehabilitations, paving, sidewalks, ramps, tree removal, etc.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$50,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
Sewer Collection Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000

RIx JPA Fund



Capital Improvement Budget Summary



**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
RIX FUND BUDGET SUMMARY
FISCAL YEAR 2022-2023**

	Audited Actual 2020-2021	Adopted Budget 2021-2022	Projected Actual 2021-2022	Budget 2022-2023
<u>SOURCES OF FUNDS</u>				
<u>Revenues:</u>				
Operating Revenue:				
Reimbursed Costs	\$ 3,959,426	\$ 7,006,033	\$ 4,454,719	\$ 7,586,205
Total Sources of Funds	3,959,426	7,006,033	4,454,719	7,586,205
<u>USE OF FUNDS</u>				
<u>Expenses:</u>				
Operating Expenses:				
Administrative Division				
Administration	117,076	136,998	141,611	120,004
Environmental and Regulatory Compliance	287,094	725,810	614,038	964,266
Human Resources	13,225	18,886	15,303	20,109
Finance and Accounting	169,337	192,470	176,137	213,981
Information Technology	74,264	76,528	61,797	107,647
Purchasing	28,672	26,649	31,123	29,163
Fleet	36,124	48,135	40,881	55,996
Public Affairs	15,991	18,999	16,532	24,377
Engineering	126,100	146,679	124,773	154,044
Total Administrative Division	867,882	1,391,154	1,222,195	1,689,585
Water Reclamation Division				
Water Reclamation Administration	28,997	33,131	28,207	31,709
Operations	132,390	169,563	134,400	177,316
RIX Facility	2,438,479	3,023,729	1,711,422	3,091,121
Plant Maintenance	65,280	79,018	70,633	83,779
Electrical, Instrumentation and SCADA	411,262	524,438	396,767	522,695
Total Water Reclamation Division	3,076,409	3,829,879	2,341,428	3,906,620
Total Operating Expenses	3,944,291	5,221,033	3,563,623	5,596,205
Less: Overhead applied to Capital Improvement Projects	-	-	-	-
Total Operating Expenses, Net	3,944,291	5,221,033	3,563,623	5,596,205
Other Uses of Funds:				
Capital Outlay (Equipment & Vehicles)	15,135	-	-	-
Capital Outlay Facilities	-	-	106	-
Capital Improvement Projects - Operations & Maintenance	-	-	-	110,000
Capital Improvement Projects - Carryover	-	1,000,000	890,990	240,000
Capital Improvement Projects - New Projects	-	785,000	-	1,450,000
Capital Improvement Projects - Equipment	-	-	-	190,000
Total Other Uses of Funds	15,135	1,785,000	891,096	1,990,000
Total Use of Funds	3,959,426	7,006,033	4,454,719	7,586,205
Net Transfer To/(From) Reserves	\$ -	\$ -	\$ -	\$ -

**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
RIX FUND PROJECTED FUNDING SOURCE DETAIL
FISCAL YEAR 2022-2023**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL REVENUE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED REVENUE 2021-2022	PROPOSED BUDGET 2022-2023
<u>OPERATING REVENUE</u>					
<u>Service Charges and Other Revenue</u>					
300-0000-430-2000	Other Services - RIX Operations - Colton's Share	\$ 791,885	\$ 1,401,207	\$ 890,944	\$ 1,517,241
300-0000-430-9000	Other Services - RIX Operations - SBMWD's Share	3,167,541	5,604,826	3,563,776	6,068,964
TOTAL REVENUE		\$ 3,959,426	\$ 7,006,033	\$ 4,454,719	\$ 7,586,205

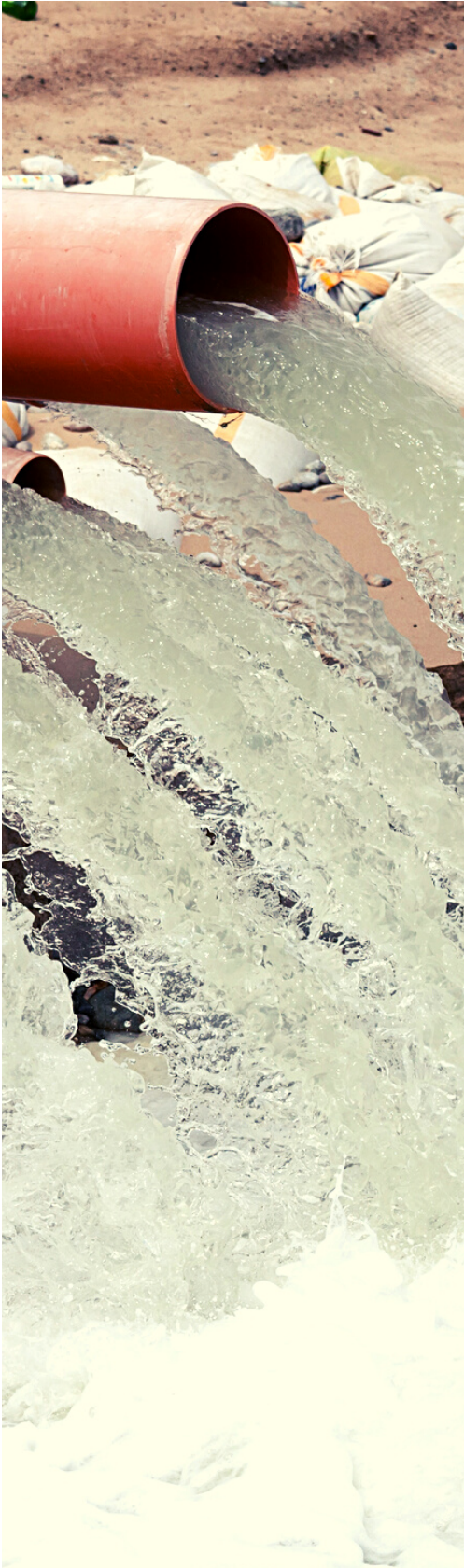
**CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
RIX FUND CAPITAL OUTLAY EXPENSE SUMMARY
FISCAL YEAR 2022-2023**

SECTION	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
5025	<i>RIX Facility</i>				
8010	Tools and Equipment	15,135	-	-	-
8070	Facilities	-	-	106	-
8080	Capital Improvement Projects - Operations & Maintenance	-	-	-	110,000
8400	Capital Improvement Projects - Carryover	-	1,000,000	890,990	240,000
8400	Capital Improvement Projects - New Projects	-	785,000	-	1,450,000
8400	Capital Improvement Projects - Equipment	-	-	-	190,000
	Subtotal RIX Facility	<u>15,135</u>	<u>1,785,000</u>	<u>891,096</u>	<u>1,990,000</u>
TOTAL CAPITAL OUTLAY, RIX FUND		<u>\$ 15,135</u>	<u>\$ 1,785,000</u>	<u>\$ 891,096</u>	<u>\$ 1,990,000</u>

Rix Facility

Section 5025

The Rapid Infiltration and Extraction (RIX) Facility is jointly owned by the Cities of San Bernardino and Colton through a Joint Powers Agreement. The SBMWD exclusively operates the RIX Facility. The RIX Facility is a 40 million gallon per day (MGD) Tertiary Treatment System which is required to meet the Title 22 wastewater reclamation water quality standards established by the Department of Health Services. The RIX Facility treats Secondary treated wastewater effluent from the San Bernardino Municipal Water Department Water Reclamation Plant (WRP) and Colton Wastewater Plant. The RIX Facility receives on average approximately 26.5 MGD. The Secondary treated effluent undergoes a final filtering process through the natural sand media percolation basins, which filters the secondary effluent while percolating into the ground. The filtered water is then pumped via extraction/containment wells and conveyed to the Ultraviolet (UV) disinfection system, followed by discharge to the Santa Ana River. The RIX Facility is staffed by a team comprised of members of both the Water Reclamation Operations and Maintenance Sections.



Section 5025

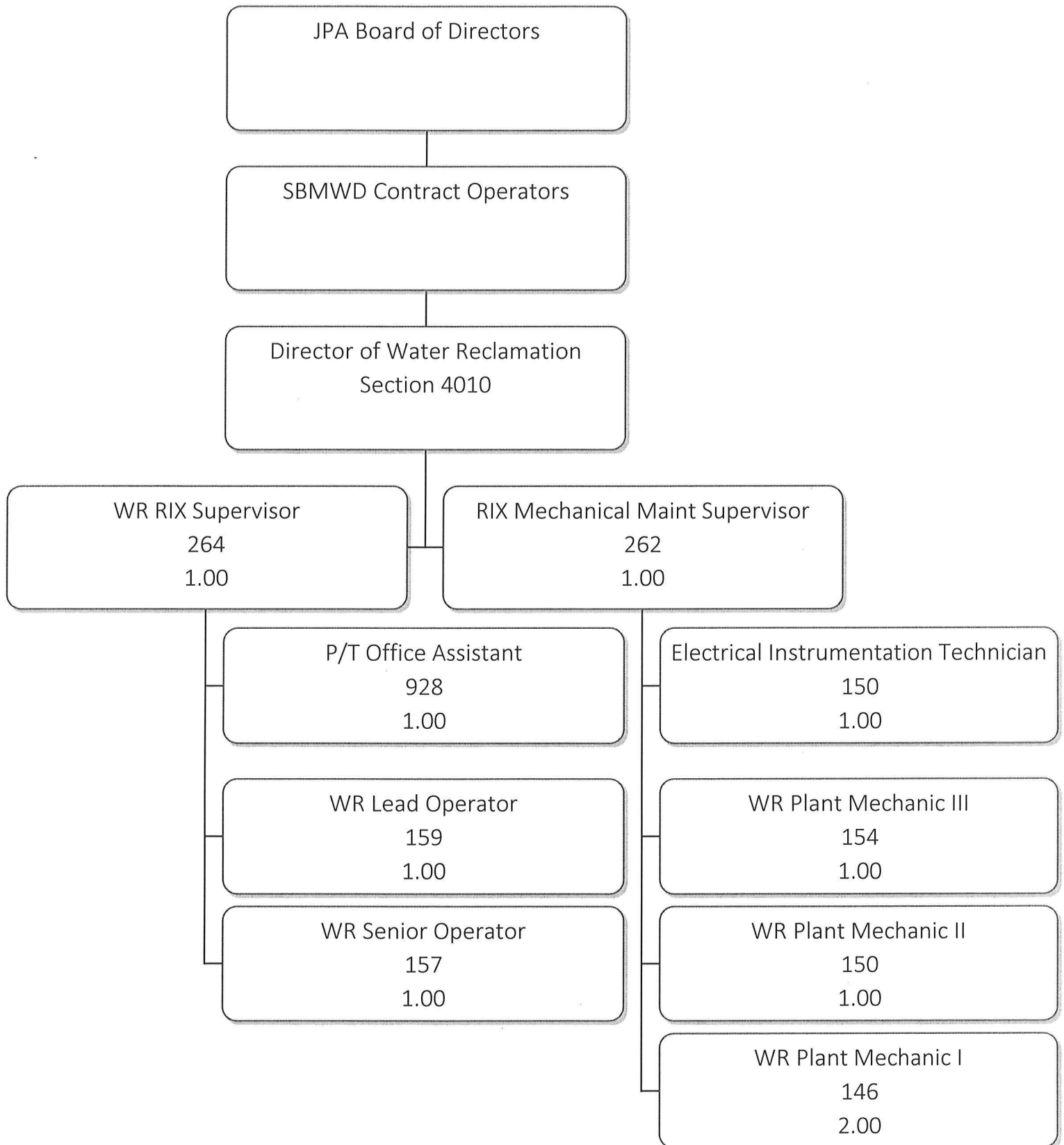
Accomplishments

- Weekly and monthly checks of active monitoring wells resulted in 2,350 well soundings and inspections per year.
- In order to ensure water quality and compliance, more than 1,400 water samples were collected and delivered to various laboratories for analysis.
- Completed over 7,100 work orders focused on preventative maintenance.
- Completed the basin reconditioning on all 10 basin bottoms to maintain proper percolation.
- Minimized plant shutdowns through proactive operations and detailed plant checks.

Objectives and Goals

- Selectively re-condition 4-5 basin bottoms and bring the floor levels back up to original elevations.
- Continue to improve and maintain the reliability of the UV system by replacing aging transformers and UV lamps as they reach their hour limitations.
- Upgrade effluent monitoring instrumentation and piping to ensure uninterrupted and reliable process data.

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT
RIX FUND
RIX FACILITY - SECTION 5025



CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER FUND
RIX FACILITY - SECTION 5025
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
<u>RIX FUND</u>					
	PERSONNEL (100%)				
	Salaries				
300-5025-540-5110	SALARIES - FULL TIME	\$ 805,410	\$ 853,411	\$ 606,100	\$ 963,333
300-5025-540-5115	SALARIES - PART TIME	-	9,564	-	10,970
300-5025-540-5120	SALARIES - OVERTIME	9,223	10,000	10,705	10,000
300-5025-540-5125	ON CALL / STANDBY PAY	2,305	4,500	3,034	4,500
	Fringe Benefits				
300-5025-540-5205	PERS - EMPLOYER PAID	76,961	57,264	46,579	54,814
300-5025-540-5208	PERS - EMPLOYER PAID-UAL	160,369	170,754	225,603	214,394
300-5025-540-5215	DEFERRED COMP-EMPLOYER PAID	5,457	3,575	4,161	7,800
300-5025-540-5220	MEDICARE TAXES	11,699	12,513	8,970	14,127
300-5025-540-5230	GROUP MEDICAL INSURANCE	117,301	134,445	82,508	178,393
300-5025-540-5245	LIFE AND AD&D INSURANCE	394	416	263	460
300-5025-540-5250	UNEMPLOYMENT BENEFITS	-	-	1,290	-
	SUBTOTAL PERSONNEL	<u>1,189,119</u>	<u>1,256,442</u>	<u>989,213</u>	<u>1,458,791</u>
	MAINTENANCE AND OPERATIONS				
300-5025-540-5310	TRAVEL & CONVENTIONS	-	-	-	5,000
300-5025-540-5320	TRAINING EXPENSE	2,621	3,700	-	3,700
300-5025-540-5330	EMPLOYEE REIMBURSEMENTS	285	1,350	4,608	1,350
300-5025-540-5340	UNIFORM RENTAL AND CLEANING	4,806	5,100	200	5,100
300-5025-540-5350	SAFETY CLOTHING AND SUPPLIES	5,957	6,650	3,992	6,650
300-5025-540-5370	MISCELLANEOUS EXPENSE	391	400	2,821	400
300-5025-540-5380	MEMBERSHIP AND DUES	10,406	11,000	408	11,000
300-5025-540-5405	GENERAL OFFICE SUPPLIES	354	1,400	713	1,400
300-5025-540-5435	OFFICE EQUIPMENT MAINTENANCE	460	420	832	540
300-5025-540-5450	POSTAGE AND EXPRESS DELIVERY	-	1,000	40	1,000
300-5025-540-5455	TELEPHONE	37,753	23,400	22,799	25,080
300-5025-540-5460	DATA COMMUNICATION PHONE	19,435	18,600	16,247	19,920
300-5025-540-5465	OFFICE EQUIPMENT	-	4,500	-	-
300-5025-540-5470	COMPUTER EQUIPMENT	1,716	-	-	-
300-5025-540-5475	SOFTWARE	84	3,000	-	3,000
300-5025-540-5480	OFFICE FURNITURE	339	8,000	3,813	8,000
300-5025-540-5495	JANITORIAL AND CLEANING SUPPLIES	1,487	2,100	476	2,100
300-5025-540-5520	LEGAL SERVICES	8,065	50,000	-	50,000
300-5025-540-5525	OTHER PROFESSIONAL SERVICES	43,732	220,000	1,073	-
300-5025-540-5530	ACCOUNTING/AUDIT SERVICES	4,340	5,340	7,120	5,340
300-5025-540-5540	ENGINEERING SERVICES	-	50,000	12,730	50,000
300-5025-540-5550	SOFTWARE SUPPORT SERVICES	5,751	4,000	4,039	4,000
300-5025-540-5555	COMPUTER MAINTENANCE SERVICES	2,312	2,000	-	2,000
300-5025-540-5610	INSURANCE - LIABILITY	32,303	46,277	40,860	60,000
300-5025-540-5620	INSURANCE - PROPERTY	70,322	50,000	60,784	67,200
300-5025-540-5650	UNINSURABLE LOSSES	14,738	10,000	6,936	10,000
300-5025-540-6105	TRUCK HAULING	4,763	5,400	3,820	5,400
300-5025-540-6120	LANDSCAPE SERVICES	12,530	12,550	-	12,550
300-5025-540-6130	INSPECTION SERVICES	3,657	1,700	1,209	1,700
300-5025-540-6135	STREET REPAIRS & PAVING	1,500	1,900	-	1,900
300-5025-540-6140	MAINTENANCE SERVICES	41,815	32,500	-	32,500
300-5025-540-6150	SECURITY SERVICES	-	3,400	-	3,400
300-5025-540-6160	FACILITY MAINTENANCE	7,902	11,800	9,028	11,800
300-5025-540-6165	TRASH DISPOSAL	5,118	6,040	3,353	56,040
300-5025-540-6210	PERMITS AND FEES	210,322	210,550	247	210,550
300-5025-540-6290	HAZ WASTE DISPOSAL	4,526	7,500	-	7,500

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT SEWER FUND
RIX FACILITY - SECTION 5025
FISCAL YEAR 2022-2023

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENSE 2020-2021	ADOPTED BUDGET 2021-2022	PROJECTED EXPENSE 2021-2022	PROPOSED BUDGET 2022-2023
300-5025-540-6310	UTILITIES - ELECTRIC	461,955	458,440	375,217	458,440
300-5025-540-6370	UTILITIES - WATER	1,738	1,800	953	1,800
300-5025-540-6410	MATERIALS AND SUPPLIES	78,589	95,000	39,012	95,000
300-5025-540-6480	UV SYSTEM	39,040	92,100	7,032	92,600
300-5025-540-6510	SMALL TOOLS AND EQUIPMENT	2,827	7,000	3,632	7,000
300-5025-540-6520	EQUIPMENT RENTAL	59,017	213,750	35,520	213,750
300-5025-540-6530	FUEL AND LUBRICANTS	22,335	31,000	13,074	31,000
300-5025-540-6540	EQUIPMENT REPAIRS AND MAINTENANCE	15,223	24,700	28,428	24,700
300-5025-540-6550	RADIO EQUIPMENT	-	1,320	-	1,320
300-5025-540-6860	OTHER CHEMICALS	8,848	20,600	11,193	20,600
	SUBTOTAL MAINTENANCE AND OPERATIONS	1,249,361	1,767,287	722,209	1,632,330
	OPERATING BUDGET - RIX	2,438,479	3,023,729	1,711,422	3,091,121
<u>CAPITAL PROJECT</u>					
	CAPITAL OUTLAY ITEMS				
300-5025-580-8010	TOOLS AND EQUIPMENT	15,135	-	-	-
300-5025-580-8070	FACILITIES	-	-	106	-
300-5025-580-8080	CAPITAL OUTLAY-OPERATING / OPERATIONS & MAINTENANCE	-	-	-	110,000
300-5025-580-8400	CAPITAL IMPROVEMENT PROJECTS - CARRYOVER	-	1,000,000	890,990	240,000
300-5025-580-8400	CAPITAL IMPROVEMENT PROJECTS - NEW PROJECTS	-	785,000	-	1,450,000
300-5025-580-8401	CAPITAL IMPROVEMENT PROJECTS - EQUIPMENT	-	-	-	190,000
	SUBTOTAL TOTAL CAPITAL OUTLAY	15,135	1,785,000	891,096	1,990,000
	TOTAL BUDGET	\$ 2,453,614	\$ 4,808,729	\$ 2,602,518	\$ 5,081,121

FUND	DIVISION	SECTION	NUMBER
RIX	RIX Facility	RIX Facility	5025
DESCRIPTION:			
This section provides tertiary treatment of secondary effluent to meet permit requirements as set by the State Water Resources Control Board. The RIX influent, which averages approximately 27 million gallons per day, is a combined flow from SBMWD and the City of Colton Wastewater Treatment Plant.			
PERSONNEL			
5110	Salaries - Full Time	POSITION	2020-21 2021-22 2022-23
		WR RIX Operations Supervisor	1 1 1
		RIX Mechanical Maintenance Supervisor	1 1 1
		WR Lead Operator	1 1 1
		WR Senior Operator	1 1 1
		WR Plant Mechanic III	1 1 1
		WR Plant Mechanic II	2 2 2
		WR Plant Mechanic I	2 2 2
			9 9 9
5115	Salaries - Part Time	PT Office Assistant	1 1 1
			1 1 1
MAINTENANCE AND OPERATIONS			
5320	Training Expense	Employee Training; CWEA professional training, and Supervisor training	
5330	Employee Reimbursements	SWRCB Operator Certification Renewal (2 Cert Renewals; 1 Operator Certification)	
5340	Uniform Rental and Cleaning	Uniform rental, cleaning, and replacement	
5350	Safety Clothing and Supplies	Purchase and repair employee safety and disaster response equipment	
5370	Miscellaneous Expense	Miscellaneous expenses	
5380	Membership and Dues	Membership Fees for SCAP; (1) AWWA Membership	
5405	General Office Supplies	Purchase of general office supplies	
5435	Office Equipment Maintenance	Copier maintenance and repairs - Konica Minolta	
5450	Postage and Express Delivery	Parcel and delivery charges	
5455	Telephone	(2) Smartphones for Plant and Maintenance Supervisor; Shortel office phones; (4) hard	
5460	Data Communication Phone	(2) SCADA T1 lines and fees associated with tower license agreement for microwave communication system	
5475	Software	Technical support and software maintenance (Wonderware HMI Licenses)	
5480	Office Furniture	Staff furniture for supervisor's office	
5495	Janitorial and Cleaning Supplies	Janitorial and cleaning supplies	
5520	Legal Services	Legal expenses related to permit and compliance matters	
5525	Other Professional Services	Consultant services: Emerging constituents (SAWPA) - \$10,000 Basin Monitoring Program (SAWPA) - \$18,000 WET/TST testing (SAWPA) - \$20,000 Mercury (GEI) - \$6,000 Upper SAR Habitat Conservation Plan (Consultants) - \$100,000 RIX Low Effect HCP (Consultants) - \$100,000 Santa Ana Sucker Rescue (RCRCD) - \$20,000 Nitrogen Loss Study (Consultant) - \$25,000 WET/TST TRE & TIE Plans (Consultant) - \$25,000	
5530	Professional Services	Annual audit services	
5540	Engineering Services	Engineering assistance at the RIX Facility	
5550	Software Support Services	SCADA system support, Wonderware, and Aqua Disk support	
5555	Computer Maintenance Services	SCADA computers, I/O racks and cabling, and fiber optic remote I/O adapter	
5610	Insurance - Liability	Insurance for general and pollution damages, claims, or liabilities	
5620	Insurance - Property	Insurance for physical damage to buildings and equipment	
6105	Truck Hauling	Septic hauling for RIX sewage system	
6120	Landscape Services	Facility grounds around Administrative building	
6130	Inspection Services	Inspections of equipment; Crane, Backflow Devices, and HVAC system	
6135	Street Repairs/Paving	Repair pavement around facility	
6140	Maintenance Services	Materials and services contracted from outside; Meter Calibrations, UV System AC repairs, Well and Motor diagnostics	
6150	Security Services	Non-warranty support of the facility's new security system (perimeter detection, access control, and video surveillance)	
6160	Facility Maintenance	Services contracted from outside; HVAC for buildings only, Pest Control, and general facility maintenance	
6165	Trash Disposal	Trash disposal and plant maintenance	
6210	Permits and Fees	SWRCB NPDES Permit (\$187,000); SCAQMD (\$2,000); SBCoFD (\$2,500); Department of Toxic Substances (\$300); Hazardous Materials CUPA Permit (\$1,250)	
6310	Utilities - Electric	Power for the extraction wells, UV system, tertiary sand filter, and office building	
6370	Utilities - Water	Water provided to RIX	
6410	Materials and Supplies	Chemical pumps, motors, sand filter, Aqua Disk, air compressor, well parts, flow meter supplies, and misc. supplies	
6480	UV System	UV lamps, ballasts, control boards, transformers, lamp sleeves, and material disposal	
6510	Small Tools and Equipment	Tools for RIX Facility	
6520	Equipment Rental	Equipment rental for facility operations and basin rehabilitation	
6530	Fuel and Lubricants	Fuel and oil for operation of plant and rental equipment	
6540	Equipment Repairs and Maintenance	Maintenance of autos, trucks, and rolling equipment at the facility	
6550	Radio Equipment	Radio equipment replacement	
6860	Other Chemicals	Chemicals for weed abatement and conventional filter operation / maintenance	
CAPITAL OUTLAY			
8010	Tools and Equipment	Purchase (2) Refrigerated Samplers	
8070	Facilities		
8400	Construction Work in Progress		

Rix Capital



Capital Improvements Budget Summary

RIX



RIX FUND CAPITAL IMPROVEMENT PLAN FY 2022-2023																	
CATEGORY	PROJECT NUMBER	FISCAL YEAR 21/22 BUDGET	FISCAL YEAR 2021-22 COSTS	ESTIMATED FY 21-22 COSTS INCLUDING ENCUMBRANCES	ESTIMATED OPEN ENCUMBRANCES	PROJECT CARRY OVER	NEW PROJECT OR ADDITIONAL FUNDING	PROJECTED ACTUAL EXPENSES FOR FY 22-23	LABOR PORTION OF PROJECT	CIP BUDGET FY 22-23	FUNDING SOURCES	PROJECTED FY 23-24	PROJECTED FY 24-25	PROJECTED FY 25-26	PROJECTED FY 26-27	OVERALL PROJECT BUDGET	
NEW SYSTEMS ASSETS																	
Sand Replenishment Project - FY 21/22 Contract	00232	2,000,000	612,451	856,770	244,319	244,319	-	240,000	-	244,319	Capital	-				2,000,000	
Sand Replenishment Project - FY 22/23 Contract						-	1,000,000	700,000	-	1,000,000	Capital	1,000,000	1,000,000	1,000,000	-	4,000,000	
RIX Master Facilities Plan Resultant New Equipment Projects						-	-	-	-	-	Capital	-	1,670,000	1,665,000	1,665,000	5,000,000	
RIX Administration Building - Supervisor's Office Tenant Improvement	00256	92,386	7,873	24,154	16,281	68,000	60,000	60,000		128,000	Capital	-				152,386	
Sand Wash Plant Replacement Project										-	Capital	1,000,000				1,000,000	
Security Camera System Upgrade	New CO						35,000	35,000		35,000	Capital					35,000	
FACILITIES REHABILITATION																	
Annual R/R - UV System	New CO		-	-	-	-	40,000	40,000	-	40,000	Capital	50,000	50,000	50,000	50,000	240,000	
Annual R/R - Well Systems	New CO		-	-	-	-	650,000	650,000	-	650,000	Capital	650,000	650,000	650,000	650,000	3,250,000	
Annual R/R - Other	New CO		-	-	-	-	60,000	60,000	-	60,000	Capital	60,000	60,000	60,000	60,000	300,000	
Annual R/R - Electrical, Instrumentation & SCADA	New CO		-	-	-	-	55,000	55,000	-	55,000	Capital	60,000	60,000	60,000	60,000	295,000	
Annual R/R - Facilities	New CO		-	-	-	-	50,000	50,000	-	50,000	Capital	50,000	50,000	50,000	50,000	250,000	
Annual R/R - Conveyance Lines	New CO					-	100,000	100,000	-	100,000	Capital	100,000	100,000	100,000	100,000	500,000	
GRAND TOTAL		2,092,386	620,324	880,924	260,600	312,319	2,050,000	1,990,000	-	2,362,319		2,970,000	3,640,000	3,635,000	2,635,000	17,022,386	

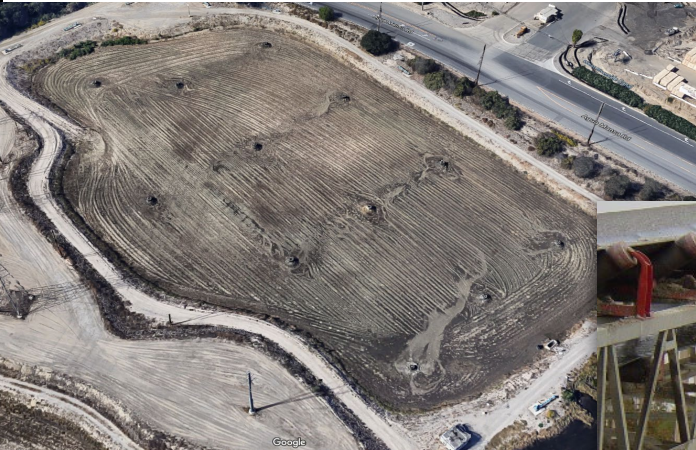


San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: SAND REPLENISHMENT PROJECT - YEAR 2
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00232

Project Description: Each summer, the sand in the RIX basins is remediated through a process of removal, washing, and placement back in the basin. Each year, approximately 20% to 30% of the media is permanently removed as part of the washing process. This project will include procurement and placement of approximately 40,000 CY of sand of the 180,000 CY of sand needed (22% of total) to replenish what has been lost since the plant was originally constructed.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$2,000,000
Subtotal:	\$2,000,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$2,000,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$2,000,000 (Carryover)
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$2,000,000

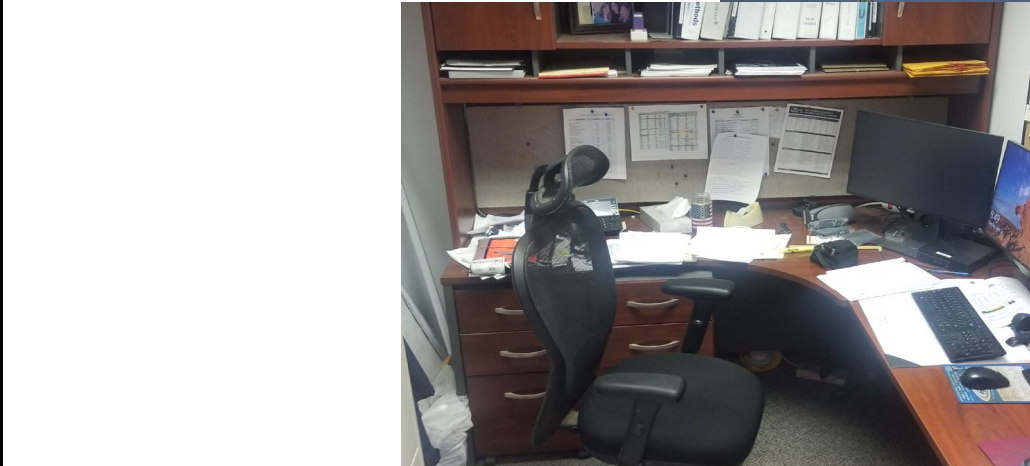


San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: RIX ADMINISTRATION BUILDING - SUPERVISOR'S OFFICE TENANT IMPROVEMENT
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. CO No. 00256

Project Description: The RIX Operations and Maintenance Supervisors currently work in open areas and there are no private areas for confidential personnel discussions, evaluation delivery, etc. This project will be a minor tenant improvement of the RIX Administration Building to provide a confidential office space for supervisors by converting the minimally used patio area to an office space.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$100,000
Subtotal:	\$100,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$100,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$100,000

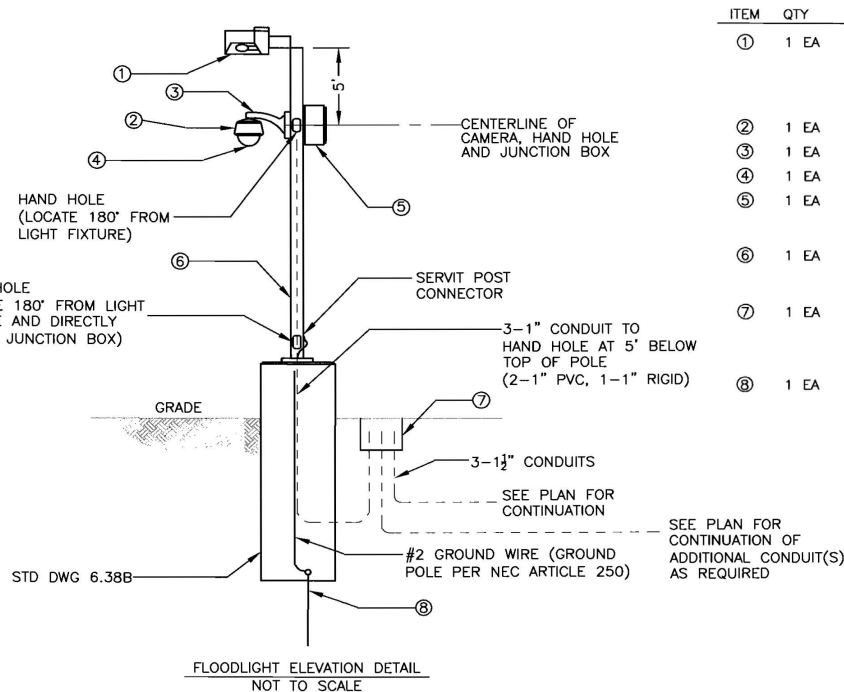


San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: SECURITY CAMERA SYSTEM UPGRADE
Asset Classification: NEW SYSTEM ASSETS
Asset Category: NEW EQUIPMENT

Budget ID No. **CO No.**

Project Description: Project involves the installation of security camera system upgrades at the RIX facility.



ITEM	QTY	DESCRIPTION
①	1 EA	"SHOEBOX" 150W METAL HALIDE, 208V, FIXTURE TYPE III DISTRIBUTION ALUMINUM HOUSING, POLISHED ALUMINUM REFLECTOR COMPLETE WITH BALLAST COMPARTMENT AND PHOTO ELECTRIC CELL, LITHONIA LIGHTING NO. KAD 150M R3 208 SPD04 OR APPROVED EQUAL, 2 EA. PER POLE OPPOSED AT 90°
②	1 EA	SECURITY CAMERA AXIS PART NO. 214
③	1 EA	SECURITY CAMERA MOUNT AXIS PART NO. 25736
④	1 EA	DOME HOUSING AXIS PART NO. 25734
⑤	1 EA	SECURITY CAMERA JUNCTION BOX 12"x10"x6" HOFFMAN NO. A12R106HCR WITH HOFFMAN PART NO. A12N10P BACK PANEL FOR DEVICE MOUNTING
⑥	1 EA	20"x4" SQUARE STEEL LIGHT POLE, BRONZE FINISH, LITHONIA LIGHTING NO. SSS 20 4C, FURNISHED WITH ANCHOR BOLTS. USE LIGHT POLE AS CONDUIT/CHASE FOR WIRING AND CABLING
⑦	1 EA	TRAFFIC RATED SECURABLE PULL BOX 10"x17"x12" BROOKS PART NO. 66MB/PB WITH STEEL BOLT DOWN COVER BROOKS PART NO. 66PBSD230 MARKED "ELECTRIC"
⑧	1 EA	8' GROUND ROD PER NEC ARTICLE 250

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$100,000
Subtotal:	\$100,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$35,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$100,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$100,000



San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - UV SYSTEM
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. **CO No.**

Project Description: The final treatment process at the RIX Facility is ultraviolet (UV) light disinfection system. The system consists of fifteen (15) Integrated Bank Assemblies (IBAs), each of which contains twenty-two (22) racks. Each rack contains sixteen (16) lamps. Each IBA is powered by a climate-controlled Power Distribution Cabinet (PDC) that contains all of the electrical, instrumentation, and control components. This system requires ongoing rehabilitation and replacement.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$40,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$40,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$40,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$40,000



San Bernardino Municipal Water Department

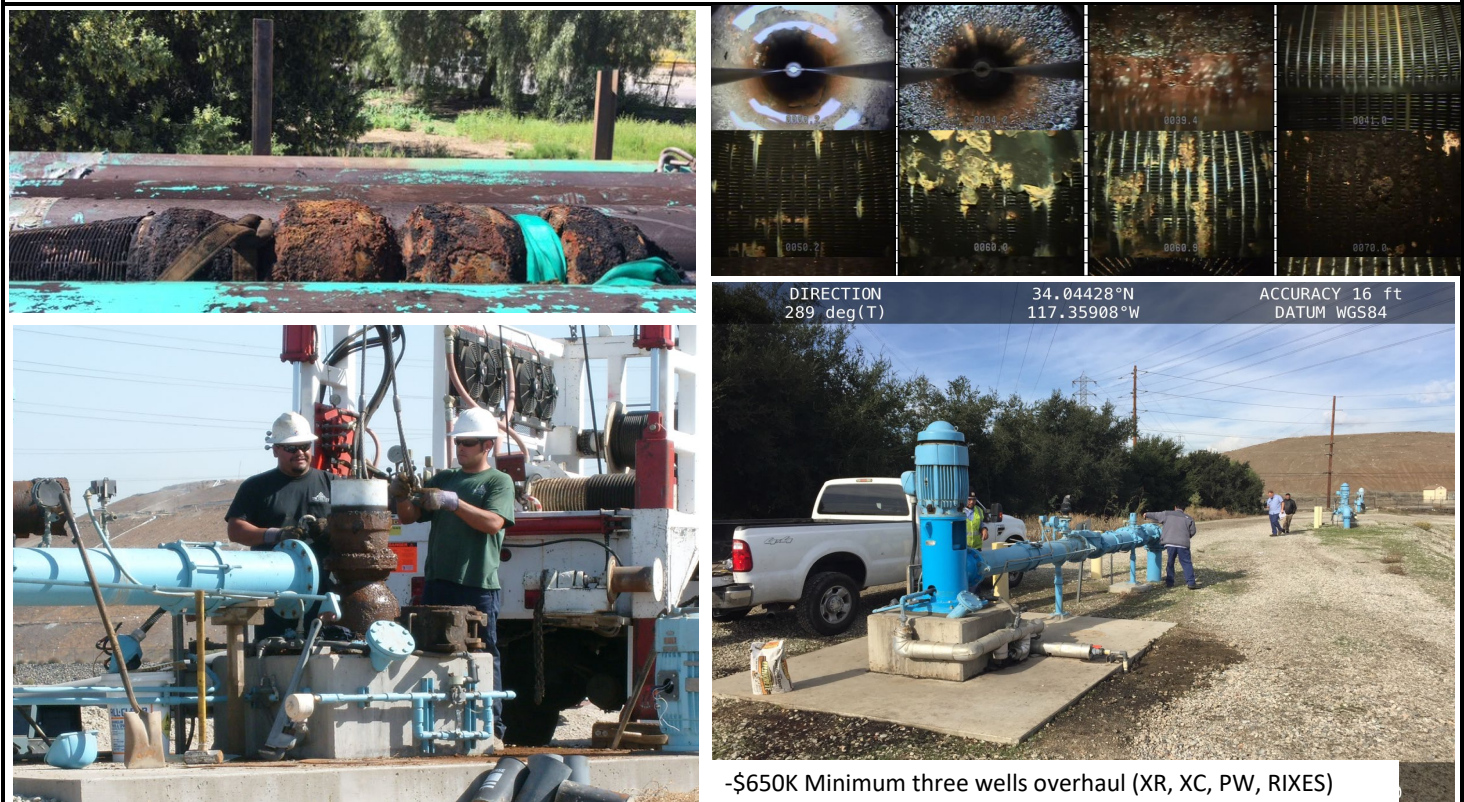
RIX Fund Capital Projects Budget

Fiscal Year 2022/2023

Project Name: ANNUAL R/R - WELL SYSTEMS
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. **CO No.**

Project Description: The RIX Facility has thirty-three (33) groundwater extraction wells. Eighteen (18) of these are extraction containment wells designed to keep the rapidly infiltrated secondary effluent contained within the RIX Facility boundaries and fifteen (15) of these are extraction relief wells to control groundwater mounding beneath the basins and to ensure there is an unsaturated zone between the bottom of the basins and the top of the groundwater surface. The screened portions of the wells and the equipment foul and corrode over time and require ongoing rehabilitation and replacement. On average, the pulling, inspection, and re-equipping of these wells costs approximately \$35,000 to \$40,000 each.



Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$650,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$650,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$650,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$650,000



San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - OTHER
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. **CO No.**

Project Description: This Annual R/R Project will include replacement covers for the PDC covers, replacement AquaDisk filters, and other unforeseen capital replacement and/or rehabilitation projects.

- \$10k for other
- Aquadisk filters
- Replacement PDC covers

Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$60,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$60,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$60,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$60,000



San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - ELECTRICAL, INSTRUMENTATION, & SCADA
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. **CO No.**

Project Description: The RIX Facility includes an extensive array of buried and exposed electrical, instrumentation, control, and security components (motors, conductors, controllers, relays, etc) for the process systems and the facility in general. These components are routinely rehabilitated and/or replaced on a continuous basis to maintain a functional facility.



- \$9k level transducer for basin level
- \$10k 75 HP VFD
- \$5k 50 HP VFD
- \$15k Other
- \$16k transmittance

Budgetary Requirements:	
Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$55,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$55,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$55,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$55,000



San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - FACILITIES
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. _____ **CO No.** _____

Project Description: The RIX Facility is protected with a perimeter fence and gate system that requires ongoing rehabilitation and replacement.

\$50k - Other



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$50,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$50,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$50,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$50,000

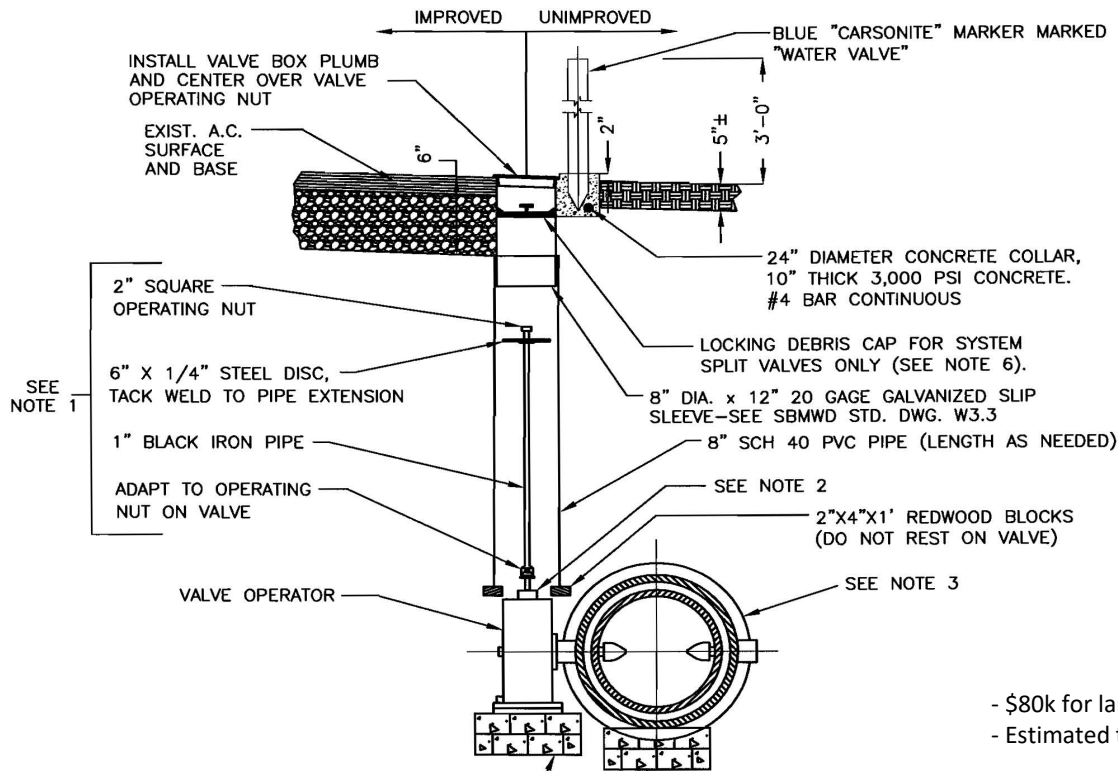


San Bernardino Municipal Water Department
RIX Fund Capital Projects Budget
Fiscal Year 2022/2023

Project Name: ANNUAL R/R - CONVEYANCE LINES
Asset Classification: REPLACEMENT /REHABILITATION OF SYSTEM ASSETS
Asset Category: SYSTEM APPURTENANCES REHABILITATION & REPLACEMENT

Budget ID No. **CO No.**

Project Description: Project involves the replacement and repair of conveyance systems at the RIX facility plant.



Budgetary Requirements:

Cost Category	Estimated Cost
CEQA Compliance:	\$0
Design:	\$0
Const. Mgmt:	\$0
Construction:	\$0
SBMWD Labor & Ovhd:	\$0
SBMWD Stock Issues	\$0
Equipment Rental:	\$0
Purchased Material:	\$0
Contract Services	\$0
Subtotal:	\$100,000
Contingency (10%)	\$0
TOTAL COSTS (ROUNDED)	\$100,000
Project Funding Sources:	Funding Amount
RIX Capital:	\$100,000
Chartis Escrow:	\$0
Water Conservation:	\$0
Other:	\$0
FUNDING (ROUNDED)	\$100,000

Personnel



HISTORICAL SUMMARY OF PERSONNEL

Administration:

	Budgeted 2021-22				Budgeted 2022-23			
	Funded	Part-Time	Total	Vacant	Funded	Part-Time	Total	Vacant
Board of Water Commissioners	5		5	0	5		5	0
Administration	3		3	0	3		3	0
Environmental and Regulatory Compliance	8	1	9	0	8	1	9	1
Human Resources	3		3	0	3		3	0
Finance and Accounting	11		11	0	11		11	0
Information Technology	6		6	0	7		7	0
Purchasing	6	1	7	0	6	1	7	0
Fleet	5		5	1	5		5	1
Customer Relations	2		2	0	2		2	1
Water Conservation and Public Affairs	2		2	1	2		2	1
Customer Service	19	2	21	3	19	2	21	1
Billing and Collections	4	1	5	0	4	1	5	0
Field and Meter Services	13		13	0	13		13	2
Total:	87	5	92	5	88	5	93	7

Water Utility

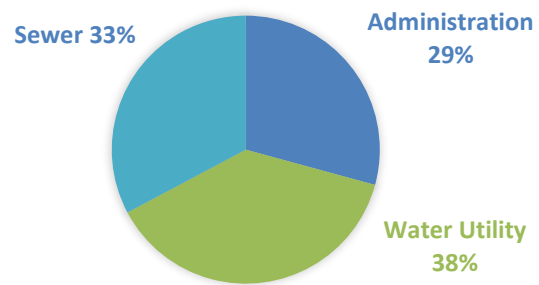
	Funded	Part-Time	Total	Vacant	Funded	Part-Time	Total	Vacant
Water Utility Administration	2		2	0	2		2	0
Distribution Administration	4	1	5	0	4	1	5	0
Distribution Service and Repair	22		22	4	22		22	5
Distribution System Maintenance	18		18	2	18.7		18.7	1
Water Loss Management	2		2	1	2		2	1
Operations Administration	3		3	0	3		3	0
Production and Treatment	15		15	1	15		15	1
Plant and Facility Maintenance	9		9	2	9		9	1
Specialty Construction	8		8	2	8		8	1
Engineering	20	2	22	2	20	2	22	2
Water Quality and Backflow Control	10	1	11	0	10	1	11	1
	113	4	117	14	113.7	4	117.7	13

Sewer Treatment Utility

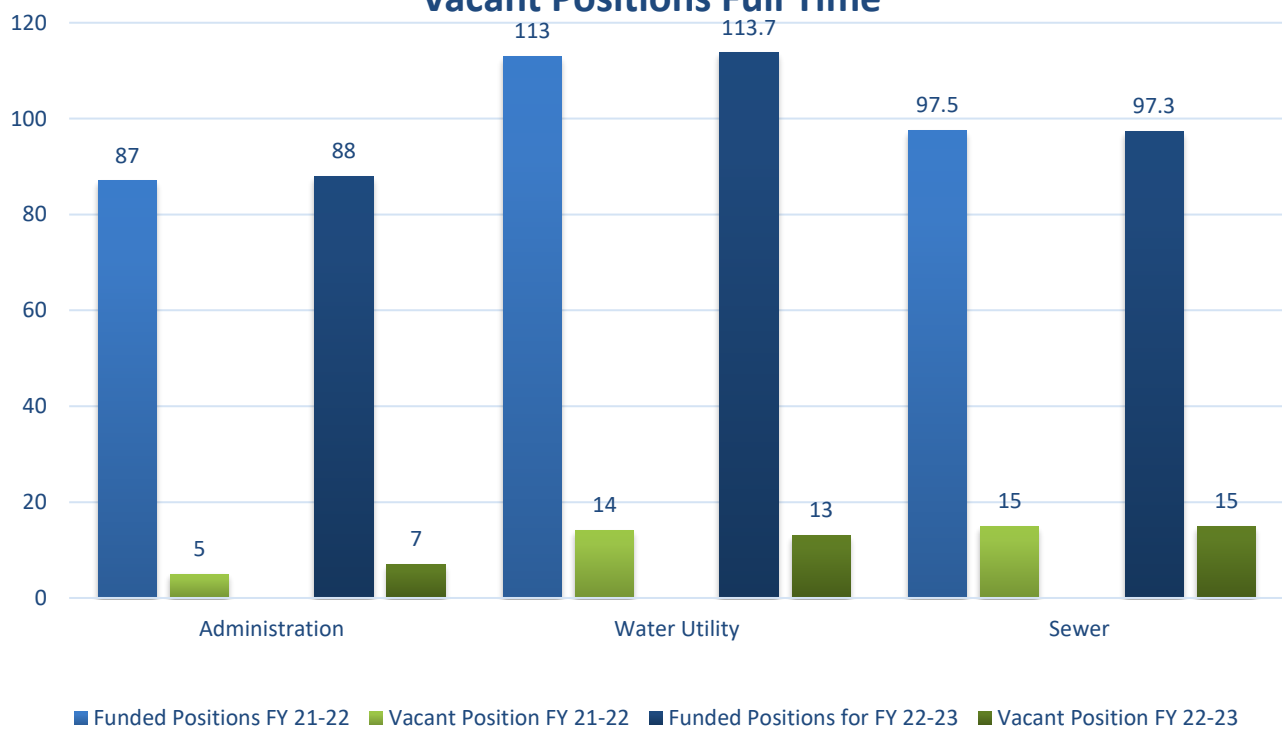
	Funded	Part-Time	Total	Vacant	Funded	Part-Time	Total	Vacant
Water Reclamation Administration	4.5		4.5	1	4		4	0
Sewer Collection Division	12	0	12	1	12.3		12.3	1
Operations	27		27	6	27		27	5
Plant Maintenance	23		23	3	23		23	2
Electrical, Instrumentation and SCADA	16	1	17	3	15	1	16	4
Environmental Control	6		6	0	6		6	0
RIX Facility	9	0.5	9.5	1	10	1	11	3
	97.5	1.5	99	15	97.3	2	99.3	15

Grand Totals	297.5	10.5	308	34	299	11	310	35
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PERSONNEL BY DIVISION



Vacant Positions Full Time



**CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT
INTEROFFICE MEMORANDUM**

Received 05-18-22
SBMWD
General Manager

TO: Miguel J. Guerrero, P.E., General Manager 

FROM: Robin L. Ohama, Deputy General Manager

SUBJECT: 2022 ANNUAL BENCHMARK SURVEY RANGE AND JOB DESCRIPTION CHANGES

DATE: May 18, 2022

CC: Steve Miller, Cynthia Mouser, Jennifer Shepardson, Kevin Stewart, Human Resources, Payroll

BACKGROUND:

The Water Board originally approved Policy #31.160 – Classification/Compensation Plan Maintenance on March 1, 2005, and revisions were subsequently approved on April 4, 2006, June 24, 2016, June 26, 2018, July 1, 2019, August 25, 2020, June 22, 2021, and December 9, 2021. The policy includes the establishment of Benchmark classes that represent easily identifiable classes within each job family, or series, of associated job classifications. A survey cycle was established by the policy that allows for approximately one-third of the established Benchmark classes to be surveyed each year so that each Benchmark class is surveyed every three (3) years to assess competitiveness in the labor market, and to allow for appropriate fiscal planning, as necessary. The policy also includes job description reviews for Benchmark and related classes as part of the annual survey cycle, provided the job description has not been reviewed in the ten (10) years prior to conducting the survey, so that each job description is reviewed every ten (10) years, or earlier upon approval by the General Manager or Deputy General Manager. The policy includes a process for affected employees to appeal the results of the survey and job description review.

Due to financial and budgetary constraints, the Benchmark salary surveys per the policy were suspended in 2007, and salary surveys were only conducted for classifications that had proven difficulty recruiting and/or retaining qualified candidates. The survey cycle was reinstituted when the Water Board approved the revised policy on June 26, 2018. The Results of the 2021-2022 survey and job description reviews have been presented to the Division Directors, Deputy General Manager, General Manager, and affected employees. The appeal process as specified in the policy has been completed.

Per the policy, the Benchmark class must be at least 5% below market average in order to qualify for a Range adjustment. The salary Ranges for related classes within the job family receive the same Range adjustment as the Benchmark class in order to maintain appropriate percentage differences between levels. Human Resources also reviews internal alignment within Benchmark job families and Benchmark classes for which there are few comparable positions within the survey agencies. Employees in classes determined to receive Range adjustments receive a 5% increase or the highest percentage increase required to place an employee in the same classification at the bottom of the new Range, provided that the top of the new Range is not exceeded. An employee whose hourly rate does not fall within the new Range is placed at the bottom of the new Range.

The Management and Confidential Salary Schedule that is effective July 1, 2022, has been revised to reflect 2.5% between ranges for the Confidential unit. This change brings the salary schedule in line with the format of other Department salary schedules. As a result, the Range numbers have changed, and additional ranges have been added.

2021 BENCHMARK SURVEY RESULTS:

Out of the 28 Benchmark classes surveyed, nine (9) are recommended for an adjustment. Five (5) of these changes are recommended as a result of the salary survey and four (4) are recommended as a result of the job description review which brought additional duties/responsibilities forward, including the reclass of two (2) Water and Water Reclamation Worker positions as indicated below. Two (2) new classifications are also recommended: Senior Programming Analyst in the Information Technology section which will be a related class to the benchmark classification of Senior Business Systems Analyst, and Warehouse Worker in the Purchasing section which will be a new benchmark class. The salary Range for these classes are being recommended based on salary survey.

Title changes from Human Resources Coordinator to Human Resources Manager, Purchasing Supervisor to Purchasing Manager, Environmental Control Assistant to Environmental Compliance Inspector, Environmental Control Technician to Environmental Compliance Lead Inspector, Water Conservation/Public Affairs Coordinator to Water Conservation/Public Affairs Manager, and two (2) Water and Water Reclamation Worker positions to Warehouse Worker.

Revisions to job descriptions will be made to, reflect current format, remove references to Civil Service, and update duties brought forward during the job description review process as appropriate.

Based on the Benchmark survey and job description review results, it is recommended that the Ranges be adjusted for the following classifications with an effective date of July 1, 2022:

- Buyer from Range 146 to Range 148.
- Administrative Coordinator from Range 301 to 302 of the current salary schedule and to Range 300 in the revised salary schedule effective July 1, 2022.
- Water Conservation/Public Affairs Coordinator, including a title change to Water Conservation/Public Affairs Manager, from Range 254 to Range 259.
- Environmental Control Technician, including a title change to Environmental Compliance Lead Inspector, from Range 150 to Range 153.
- Human Resources Coordinator, including a title change to Human Resources Manager, from Range 311 to Range 314 in the current salary schedule and Range 322 in the revised salary schedule effect July 1, 2022.
- Billing and Collection Supervisor from Range 252 to Range 254.
- Contracts Administrator from Range 262 to Range 264.
- Executive Assistant to the General Manager from Range 306 to Range 308 in the current salary schedule and to Range 311 in the revised salary schedule effective July 1, 2022.

Miguel J. Guerrero, P.E., General Manager

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May 18, 2022

SUBJECT: 2022 ANNUAL BENCHMARK SURVEY RANGE AND JOB DESCRIPTION CHANGES

- New class of Warehouse Worker established at Range 133 and reclassify two (2) Water and Water Reclamation Worker positions (Range 130) to the new class.
- New class of Senior Programming Analyst established at Range 262.

The General, Mid-Management, and Part-Time Salary Schedule Exhibit, General, Mid-Management, Management and Confidential, and Part-Time Salary Schedules have been revised to reflect these Range adjustments and CPI adjustments per appropriate Memoranda of Understanding (MOU) and/or Compensation Plan.

GOALS AND OBJECTIVES:

These proposed changes align with the Department's Strategic Plan under Target #1 - *Organizational Development*, Goal #2: Address recruitment and retention issues; take steps to become an "Employer of Choice". This supports the specific action to ensure competitive salaries.

FISCAL IMPACT:

The estimated fiscal impact of the Annual Benchmark Survey changes for fiscal year 2022/2023 is approximately \$195,000 and will be reflected in the budget.

Respectfully submitted,

Robin L. Ohama

Robin L. Ohama (May 18, 2022 16:41 PDT)

Robin L. Ohama

Deputy General Manager

Attachments: Policy #31.160 – Classification/Compensation Plan Maintenance
Benchmark and Related Classes/Study Schedule
Compensation Adjustments/Recommendations
Revised General, Mid-Management, and Part-Time Salary Schedule Exhibit
Revised General Salary Schedule
Revised Mid-Manager Salary Schedule
Revised Management/Confidential Salary Schedule
Revised Part-Time Salary Schedule

SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

POLICIES & PROCEDURES MANUAL

POLICY 31.160 - CLASSIFICATION/COMPENSATION PLAN MAINTENANCE

Date: December 9, 2021
Revision: 7
Supersedes: July 1, 2021
First Adopted: March, 2005

1. POLICY

1.1 The City of San Bernardino Municipal Water Department has a vital interest in maintaining a current and competitive classification/compensation plan in the interest of attracting, retaining, and motivating employees.

1.2 The Water Department has established a policy with guidelines for classification/compensation plan maintenance; however, the General Manager of the Water Department maintains the right to determine if and when it will conduct classification and/or compensation studies based on organizational need, current fiscal environment, and other related factors. The results of any study authorized by the General Manager will be brought before the Water Board for approval.

1.3 The Water Department further expresses its intent through this policy to comply with federal and state rules, regulations, or laws that relate to equal treatment including, but not limited to, the Fair Labor Standards Act (FLSA), Equal Pay Act, and California Fair Pay Act. Further this policy affirms its commitment to non-discrimination in the payment of wages on the basis of any protected category as defined under Title VII of the Civil Rights Act.

1.4 As a condition of employment, all employees are required to abide by the terms of this policy. Employees are to notify the Water Department's management through the appropriate chain of command and/or the Human Resources Coordinator, concerning any issues related to job classification and/or compensation.

2. PURPOSE

This policy outlines the goals and objectives of the Water Department's classification/compensation plan maintenance. The policy further provides guidance to supervisors and managers concerning their responsibilities in submitting classification study requests that include a) reclassification of a position, b) reorganization, c) establishment of a new position, and d) equity review of a classification.

3. **SCOPE**

This policy applies to all sections of the Department and all employees with the exception of temporary and contracted employees.

4. **DEFINITIONS**

4.1 **Salary Plan** includes San Bernardino Municipal Water Department's pay schedules and the means by which pay is adjusted, such as merit, promotional and reclassification increases, equity review increases, reductions in pay due to demotions or discipline, and differential/assignment payments. Several of these policies originate in Memoranda of Understanding and/or Salary Resolutions.

4.2 **Classification Plan** shall provide for the grouping into classes of all positions in the organization which are sufficiently alike in essential duties and responsibilities to be assigned the same descriptive title, to be assigned the same salary range, to be given the same examination or other selection device for appointment or promotion, and to require substantially the same qualifications (in terms of experience, education, knowledge, skills, and abilities) on the part of applicants or employees.

4.3 **Reclassification** means the reallocation of a single position or multiple positions in one class to a different class as a result of a significant change in the level of duties, responsibilities, and/or qualification requirements of the position as a result of an identifiable and/or quantifiable cause. Title changes only are included in this category.

4.4 **Reorganization** is a change of structure within a section, division, or department involving multiple positions, which enhances the efficiency and effectiveness of the Department as it relates to goals and/or services provided.

4.5 **New Position** is the creation of a position requiring an evaluation of proposed duties and responsibilities, and related knowledge, skills, and abilities required to perform the work, in order to determine an appropriate job classification. This evaluation may result in the use of an existing job classification, or the creation of a new class and associated pay.

4.6 **Equity Review** is the evaluation of pay based on compensable factors. This evaluation includes an external review to determine competitiveness with the prevailing levels of pay for substantially comparable work within a specified labor market area, as well as internal alignment within the established job family. Equity reviews, at the discretion of

the General Manager, shall be conducted using benchmark classes for established job families based on a survey cycle established by Management. Requests for equity reviews outside of the survey cycle will be reviewed, and those approved by the General Manager shall be conducted on an EXCEPTION ONLY basis where it can be justified due to employee recruitment and/or retention problems or inequity between classes warranting a review outside the survey cycle.

5. TRAINING

5.1 Supervisors and other management personnel are to be trained in:

A. Their responsibility to ensure that employees perform work duties and responsibilities within the framework of the employee's assigned classification as described in the established classification specifications.

B. Understanding the process for requesting review of a position and/or classification, the necessary justification to be submitted, and the study/approval process.

6. CLASSIFICATION PLAN MAINTENANCE

6.1 **Plan Maintenance** - The Deputy General Manager and/or designee is responsible for maintenance of the Classification Plan, including the allocation of new or changed positions to the appropriate class, the determination of proper salary ranges within the provision of pay administration with the approval of any other body specified in the Municipal Code, maintenance of up-to-date class specifications, and the preparation of reports and recommendations on revisions to the Classification Plan.

6.2 **Class Specifications** - The Human Resources staff, with the assistance of supervisors, managers, and Division Heads will develop and maintain ADA-compliant (Americans with Disabilities Act) written class specifications for each class.

6.3 **Content** - Class specifications shall include the class title, date established and/or revised, job code, exempt/non-exempt status under the FLSA (Fair Labor Standards Act), Unit Representation, a brief statement defining the essential duties and responsibilities of the class, the distinguishing characteristics of the class that differentiate it from other classes (if applicable), the supervision received and exercised, examples of duties performed, the typical working conditions (as applicable), the qualifications required in terms of knowledge, skills, and ability, the minimum qualifications in terms of experience and education, any necessary special requirements, physical tasks and

environmental conditions, career ladder, and Testing Standards.

6.4 Class Title - Class titles specified in the Classification Plan shall be the official titles to identify positions in each class and for use on all official records. Official titles shall be gender neutral. Working titles for purposes not related to personnel administration may be used provided that such titles are not confused with or similar to other official class titles. Titles that require state licensing shall not be used by any employee unless they possess a current California license for that title.

6.5 Qualifications - Experience and education statements in each class specification establish requirements that must be met by all individuals competing for appointment or promotion to a position in a class.

6.6 Interpretation - Class specifications shall be considered as descriptive guidelines and not as inclusive of all duties and responsibilities to be found in positions allocated to a particular class. An employee may be required to perform other duties of a similar kind and quality but not listed in the class specification, as well as any duties of lower classes in the same occupational series, or in similar series which have similar characteristics.

6.7 Allocation of New Positions - No individual may be appointed, reappointed, reinstated, rehired, transferred, demoted, or promoted except to an established position. An established position is one that has been classified, has a class specification established, has a salary range assigned, and has been authorized by the General Manager and Water Board, and by any other body specified in the Municipal Code.

6.8 Job description reviews for benchmark and related classes will be conducted as part of the annual benchmark survey cycle (refer to paragraphs 8.4 and 8.5), provided that the job description has not been reviewed in the ten (10) years prior to conducting the survey. Out of cycle job description reviews will be considered upon request and with the approval of the Division Director and General Manager.

7. TITLE PROTOCOLS

7.1 Director - is limited to classes of work primarily engaged in the formal management process, with policy and strategic planning at the Department level; with total responsibility for a major and distinct function, reporting directly to the General Manager or Deputy General Manager.

7.2 Manager - is limited to classes of work primarily engaged in the formal management process of a major area/division/department including the integration and harmonizing of diverse functions, and a combination of the areas of planning,

executing, controlling, and evaluation of substantial human and financial resources. (Must manage people including multiple supervisors, not just a process). (Directing and overseeing the work of a division rather than engaged in that work).

7.3 **Principal** - is limited to classes of work primarily engaged in organizing, directing, evaluating, and providing personal leadership to a section or group of subordinate employees. Performs/does related work within the area of assignment; OR is a single contributor functioning as a subject matter expert.

7.4 **Superintendent** - is limited to classes of work primarily engaged in organizing, directing, evaluating, and providing personal leadership to a section or group of subordinate employees. Performs/does related work within the area of assignment.

7.5 **Supervisor** - is limited to classes of work primarily engaged in organizing, directing, evaluating, and providing personal leadership to a section or group of subordinate employees. Performs/does related work within the area of assignment.

7.6 **Lead** - is the advanced level in a job family, requiring additional knowledge or certifications within the discipline who participates, oversees, leads, directs, trains, guides, checks, monitors, inspects, assigns, and reports on the work of a crew or assigned staff.

7.7 **Senior** - is the advanced journey level in a job family, requiring additional knowledge or certifications within the discipline; performing the more complex duties and who may provide lead direction to a small group within the Department.

7.8 **Technician** - is limited to classes of work primarily engaged in duties requiring specialized knowledge of a technical discipline such as Engineering Technician.

7.9 **Coordinator** - is limited to classes of work primarily engaged in independently facilitating the communication process and/or activities between the parent and outside organizations.

7.10 **Specialist** - is limited to classes of work primarily engaged in duties of a non-technical nature, highly specific as to occupational specialization at the para-professional level, often within a subdivision of a broad field of work such as Maintenance Specialist.

7.11 **Other** - the Human Resources Coordinator shall recommend to the General Manager other titles as deemed appropriate to include entry level workers and assistants, as well as other specialized types not otherwise defined above.

8. **SALARY PLAN MAINTENANCE**

8.1 **Authority** - The Deputy General Manager and/or

designee shall be responsible for maintenance of the Salary Plan and shall prepare all revisions to the Plan for approval by the General Manager and Water Board for the San Bernardino Municipal Water Department, and any other body specified in the Municipal Code.

8.2 Pay Policy - The San Bernardino Municipal Water Department's "Pay Policy" is to provide, within the limitations of financial ability and within any limitations of the meet and confer process, a) equal pay for substantially equal work performed under similar conditions, b) differences in pay based on compensable factors including recognizable differences in work performed, responsibilities assigned, experience, and qualifications required, and c) levels of pay that are competitive with the average of prevailing levels of pay for substantially comparable work within specified labor markets. Further, the compensation up to the 75th percentile of prevailing levels of pay for substantially comparable work within specified labor markets, depending on recruitment and retention needs and related considerations.

8.3 Revisions to the Plan - Revisions to the Plan may include adjustments to fringe benefits and salary ranges of a class or group of classes (job family) based on a) internal pay comparisons between job classes, b) prevailing rates of pay in the labor market, c) employee recruitment and/or retention problems, and d) negotiations with represented or non-represented employees.

8.4 Benchmark System - Under the direction of the General Manager, the Deputy General Manager, in conjunction with the Division Heads, shall establish a system of "Benchmark Classes" that represent easily identifiable job classes within each "series" or "job family" of associated job classifications (e.g. Benchmark - Water Reclamation Operator, related job classes, Water Reclamation Senior Operator, Water Reclamation Lead Operator, etc.) The General Manager retains the authority to change from a Benchmarking System if it is in the best interest of the organization to do so. The Deputy General Manager may determine other classes to survey that are not designated as Benchmarks, based on merit, justification, and/or need.

8.5 Survey Cycle - At the discretion of the General Manager, a Survey Cycle of the identified Benchmark Classes, representing all job families in the Classification Plan, will be established. As a guideline, the Water Department may choose to survey one third (1/3) of the established Benchmark classes, as part of the Survey Cycle, each year to determine competitiveness in the labor market.

8.6 Conduct of Surveys - Surveys, when directed by the General Manager, shall be conducted solely by either Human Resources staff, or by an outside professional contracted by

the Deputy General Manager. Surveys conducted by employee associations, employees, supervisors, managers, and division heads are discouraged.

8.7 Comparable Organizations - Surveys, when directed by the General Manager, shall be conducted utilizing a group of comparable organizations within a specified labor market. These organizations are determined by such factors including size of population served, geographical proximity, budget size, number of full-time employees, size/classification of plant for Water Reclamation (e.g., 4 or 5), services provided for Water, Reclamation (e.g., collection/ treatment), classification of distribution/treatment for Water (e.g., 05, TS), and labor market conditions. Exceptions to the group of comparable organizations will be made by the General Manager when determined necessary, based on factors such as the need to solicit data from a different labor market and/or insufficient comparables. The General Manager, or designee, retains the discretion to replace any one or all of these agencies, provided that the substitute organization(s) will be comparable.

These organizations may include:

Agency	Water (Technical)	Wastewater Treatment (Technical)	Sewer Collection (Technical)	Office/Admin/ Maintenance	Executives and Executive Support Staff
City of Anaheim	✓		✓	✓	✓
City of Colton	✓	✓	✓	✓	
City of Corona	✓	✓	✓	✓	
City of Redlands	✓	✓	✓	✓	
City of Rialto		✓	✓	✓	
City of Riverside	✓	✓	✓	✓	✓
City of San Bernardino				✓	✓
Coachella Valley Water District	✓	✓	✓	✓	✓
Cucamonga Valley Water District	✓		✓	✓	✓
East Valley Water District	✓		✓	✓	✓
Eastern Municipal Water District	✓	✓	✓	✓	✓
Elsinore Valley Municipal Water District	✓			✓	✓
Inland Empire Utility Agency		✓		✓	✓
Monte Vista Water District	✓			✓	✓
Victor Valley Water Reclamation Authority		✓			
West Valley Water District	✓			✓	✓
Western Municipal Water District	✓			✓	✓
City of Ontario	✓		✓	✓	✓
City of Pomona	✓		✓	✓	✓

8.8 **Comparability of Job Classes** - A comparable position is determined when the job content meets 70% of the criteria as defined in San Bernardino Municipal Water Department's job description.

8.9 **Survey Results** - In order for a job family to be recommended for range adjustments, the benchmark classification must be at least 5% below the average maximum of the applicable survey agencies, and adjustments will be capped at 15%, unless otherwise approved by the General Manager. As a result of any final survey results, the General Manager may recommend adjustments in compensation to the Water Board and any other body specified in the Municipal Code, as appropriate. The Water Board, and/or any other body specified in the Municipal Code, always retains the right to accept/reject management's recommendations.

9. CLASSIFICATION/COMPENSATION STUDY REQUEST PROCESS

9.1 **Categories** - Requests for review of classification/compensation are submitted once annually in conjunction with the budget process and may include the following categories: a) reclassification of a position or group of positions within an established job classification, b) reorganization, c) establishment of a new position, and d) equity review of a classification.

9.2 **Reclassification** - This category includes requests for review of the classification of a position and/or group of positions within an established job classification based on an increased scope of responsibility, increased complexity of work, change in supervision received and/or exercised, or other compensable job factor. Changes in quality of work and quantity of work do not solely constitute a basis for a classification review. The "Classification Study Request Form" shall be submitted along with related documentation as identified in the form with emphasis on how the nature of work has changed and why.

9.3 **Reorganization** - This category is for the request to reorganize a division, section, or work group. The "Classification Study Request Form" shall be submitted along with related documentation as identified in the form with emphasis on the organizational efficiency and effectiveness to be achieved with the proposal and cost impact.

9.4 **New Positions** - Managers requesting a new position, either in an existing or new class, shall provide a "Classification Study Request Form" and related documentation as identified in the form and a "Draft Job Description" when the request is for a new class.

9.5 **Equity Review** - Generally, requests for equity review will not be addressed outside the established "Survey Cycle" as part of the "Benchmarking System" as defined in Section 8, Salary Plan Maintenance. Where a division head can justify the need to conduct an equity review, outside the established process, based on recruitment and/or retention issues or related issues, the General Manager may approve such study. The "Classification Study Request Form" shall be submitted along with related documentation as identified in the form with emphasis on the justification for exception to the established practice.

9.6 **Preliminary Evaluation** - The division head shall be responsible for the preliminary evaluation and/or justification of all division requests for review and shall forward approved requests, with comment and recommendation to the General Manager for consideration.

9.7 **Approval/Denial of Study Request** - The General Manager, and/or designee, shall review Classification Study Requests and approve/deny requests as appropriate based on justifications submitted. Those approved shall be studied by Human Resources staff and/or by an outside contracted professional. Studies shall include investigation and/or audit as necessary. Following review with the concerned division(s), recommendations shall be made by Human Resources staff and/or the outside contracted professional to the General Manager concerning the allocation of positions to appropriate classes as well as the results of equity reviews.

9.8 **Timeline** - Timelines for the study request process and survey cycle studies are as follows:

September 1 - 30 - Director or Division Manager to submit by the deadline a complete package of study requests for any of the defined categories in this policy with appropriate forms/documentation. Human Resources or contracted outside consultant begins job description reviews (job audits) of applicable benchmark and related classes.

October 1 - 15 - Director or Division Manager to present their requests to General Manager at a Management Team meeting to identify any related impacts of requests in one area on another. General Manager and/or designee to consider merits of study requests based on documentation submitted and verbal discussion, and to either approve or deny requests. Division Heads to be notified of approval or denial by October 31st.

November 1 - February 15 - Human Resources staff and/or outside contracted professional to conduct assessment, job audits, and evaluation of approved reclassification, reorganization, new position, and equity study requests, and

conduct related salary surveys as necessary in order to make recommendations to the General Manager. Human Resources or contracted professional begins survey of scheduled benchmark classifications using published/available survey agency job descriptions and salary schedule information as of January 15.

February 16 - March 1 - Preliminary study results to be shared with Director or Division Manager in order to receive feedback and validation. Concerns are identified and resolved.

March 2 - March 15 - Results/notifications are provided to study participants.

March 16 to March 30 - Appeals identifying specific points of disagreement are submitted to the Deputy General Manager. Meetings with a committee consisting of the Deputy General Manager, Division Director, Association Representative, and Human Resources Coordinator and affected employee are scheduled to discuss concerns identified in appeal. Final evaluation and recommendation are prepared by the Deputy General Manager, with assistance from outside contracted professional or Human Resources, as appropriate. Recommendations are prepared by Deputy General Manager, or designee, for General Manager approval. The General Manager renders decision and is the final authority. Cost impact is prepared for all recommendations.

May 1 - June 30 - Approved changes are included in budget for fiscal year July 1 adoption by the Water Board. Applicable new and revised job description are presented to the Water Board for consideration. The Water Board maintains final authority to approve/deny management's recommendations.

10. REALLOCATION OF POSITIONS

10.1 Classification Actions - Changes to a position that affect the original allocation and result in the reallocation of that position including a) title change, b) reclassification, and c) salary range change.

10.2 Title Change - A technical change to better identify a position or to reflect current occupational terminology. This change by itself does not require any change in qualifications, salary range, or status of the incumbent(s).

10.3 Reclassification - A reallocation of a position from one class to another class as a result of change in duties, responsibilities, and/or qualifications (experience, education) requirements. Reclassification may be upward, downward, or lateral.

10.4 Salary Range Change - A change affecting all positions in a class through an amendment to the Salary Plan, based upon a need to maintain internal equity among certain classes, or continuing difficulty in recruiting and retaining

well qualified persons.

10.5 **Notification** - The Human Resources staff will notify all participants in a classification/compensation study with the results of the study upon final approval by the General Manager, Water Board, and/or any other body as specified in the Municipal Code.

11. APPEAL OF CLASSIFICATION/COMPENSATION STUDY RESULTS

11.1 An employee who does not agree with the results of a classification/compensation study may submit their concerns in writing to the Deputy General Manager as prescribed in the above timeline. Final evaluation and recommendation are prepared by the Deputy General Manager, with assistance from Human Resources or outside contracted professional, as appropriate. Recommendations are prepared by the Deputy General Manager for General Manager approval. The General Manager renders a decision. The General Manager, with approval of any other body specified in the Municipal Code, is the final authority. Cost impact is prepared for all recommendations.

12. IMPLEMENTATION OF STUDY RESULTS

12.1 Upon Upward Reclassification -

- a. Salary - An employee in a position reclassified to a new or existing class with a higher maximum salary rate shall receive a 5% increase or be placed at the bottom of the new Range, whichever is greater, provided that the top of the new range is not exceeded.
- b. Effective Date - Shall be the first working day of the first pay period following the date of Budget Adoption, Water Board approval, approval of any other body specified in the Municipal Code, or date defined in the staff report.
- c. Anniversary Date - The incumbent's anniversary date for the next merit increase shall be set one year from the effective date of the reclassification. A new probationary period is not required.

12.2 Upon Downward Reclassification -

- a. Salary - An employee in a position reclassified to a new or existing class with a lower maximum salary rate shall either 1) retain current salary rate if it is the same as a rate within the salary range of the new class; or 2) be reduced to the maximum rate of the salary range of the new class if current salary is greater than the maximum rate of the new salary range; or 3) be assigned a "y" rate

designation that holds the incumbent at the current salary which is above the new range until such time as the salary rate of the new class is the same as or exceeds the amount of the "y" rate. Establishment of a "y" rate is an administrative determination and requires approval of the General Manager and Water Board, and any other body specified in the Municipal Code.

- b. Effective Date - Shall be the first working day of the first pay period following the date of Budget Adoption, Water Board approval, approval of any other body specified in the Municipal Code, or date defined in the staff report.
- c. Anniversary Date - There shall be no change in the incumbent's anniversary date as a result of downward reclassification. If applicable, future merit increases shall occur according to regular policy. A new probationary period is not required when the demotion is a convenience to the organization (e.g., reorganization).

12.3 **Upon Lateral Reclassification** -

- a. Salary - An employee in a position reclassified to a class with a salary range having the same maximum salary rate, the effect of this action shall be no change to salary.
- b. Effective Date - Shall be the first working day of the first pay period following the date of Budget Adoption, Water Board approval, approval of any other body specified in the Municipal Code, or date defined in the staff report.
- c. Anniversary Date - The incumbent's anniversary date shall not change. A new probationary period is not required.

12.4 **Equity Study Results**

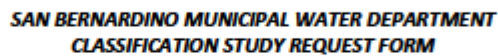
- a. Salary - An employee in a position that is determined to receive a salary adjustment as the result of an equity study who has a current hourly rate that falls within the new Range shall receive a 5% increase, or the highest percentage increase required to place an employee in the same classification (and in the same study) at the bottom of the new Range, whichever is greater, provided that the top of the new Range is not exceeded. An employee with a current hourly rate that is lower than the new Range will be placed at the bottom of the new Range. An employee whose anniversary date falls on the effective date of the

adjustment shall receive a 5% increase, the highest percentage increase required to place an employee in the same classification (and in the same study) at the bottom of the new range, or the approved merit increase, whichever is greater, provided that the top of the new range is not exceeded.

1. Example 1: The salary Range for a classification is being adjusted to a new Range with a minimum hourly rate of \$23 and a maximum hourly rate of \$35. An employee with an hourly rate of \$20 would require a 15% increase to be placed at the bottom of the new Range. Another employee in the same classification with a current hourly rate of \$21 would receive approximately a 10% increase to be placed at the bottom of the new Range; an employee in the same classification who is already at an hourly rate of \$23, and therefore, within the new Range, would receive a 15% increase, provided that the top of the new Range is not exceeded.
 2. Example 2: The salary range for a classification is being adjusted to a new salary Range with a minimum hourly rate of \$23 and a maximum hourly rate of \$35. An employee with an hourly rate of \$22.10 would require approximately a 4% increase to be placed at the bottom of the new Range. No other employees in the same classification would need more than a 4% increase to get into the new Range. These employees would be placed at the bottom of the new Range. An employee with a current hourly rate of \$24, which falls within the new Range, would receive a 5% increase, provided that the top of the new Range is not exceeded.
- b. Effective Date - Shall be the first working day of the first pay period following the date of Budget Adoption, Water Board approval, approval of any other body specified in the Municipal Code, or date defined in the staff report.
 - c. Anniversary Date - The incumbent's anniversary date for the next merit increase shall be set one year from the effective date of the equity adjustment when the increase is greater than 5%. When the increase is 5% or less, the incumbent shall retain the same anniversary date. A new probationary period is not required.

Policy Review

Established:	<u>3/1/2005</u>
Revised:	<u>4/24/2006</u>
Revised:	<u>6/24/2016</u>
Revision 7/1/18 Board Approved:	<u>6/26/2018</u>
Revision 7/1/19 Board Approved:	<u>6/11/2019</u>
Revision Board Approved:	<u>8/25/2020</u>
Revision 7/1/21 Board Approved:	<u>6/22/2021</u>
Revised, administrative corrections/changes:	<u>12/9/2021</u>



REQUESTED BY: ☐ Division Director/Supervisor ☐ Employee

☐ Reclassification ☐ Reorganization ☐ New Position ☐ Equity Study
☐ Single Position ☐ Division ☐ New Classification
☐ Multiple Positions ☐ Section ☐ Existing Classification
 ☐ Work Group

JOB TITLE(S)/INCUMBENT(S) INCLUDED IN STUDY (attach additional sheets if necessary)

Proposed
Salary Range:

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☐ Organizational charts, current and proposed, are attached identifying all impacted positions/incumbents by their current and proposed job titles.

SIGNATURES AND RECOMMENDATIONS:			
Employee (Only required if request initiated by employee)			
Signature:		Phone #:	Date:

Supervisor/Manager			
Signature:		Phone #:	Date:
Recommendation:	☐ Approve	☐ Deny	
Reason:			

Division Director:			
Signature:		Phone #:	Date:
Recommendation:	☐ Approve	☐ Deny	
Reason:			

Once above signatures/recommendations are completed, forward form to Human Resources

General Manager:			
☐ Approve	☐ Deny	Signature:	Date:
Reason for Denial:			

Human Resources:	
Completed By:	Date:
Recommendation:	
Date of Water Board Approval:	

INSTRUCTIONS/DEFINITIONS FOR CLASSIFICATION STUDY REQUEST FORM

Reclassification: The reallocation of a single position, or multiple positions in one classification to a different classification as a result of a significant change in the duties, responsibilities, and/or qualification requirements of the position as a result of an identifiable and/or quantifiable cause. Title changes are included in this category.

Factors that may be justification to request a reclassification study:

- o Significant changes in assigned responsibilities
- o Changes in the level of complexity of assignments/responsibilities
- o Changes in the organizational impact of the position
- o Changes in the level of supervision received and/or exercised
- o Changes in the knowledge, skills, abilities, and/or license/certificate required to successfully perform in the position

Factors generally not considered for a reclassification study request:

- o Incumbent performance
- o Longevity
- o Change in the volume/quantity of work
- o Personality
- o Financial need

The reason for reclassification should include how and why the duties/responsibilities of the position(s) have changed and, if applicable, what position/classification performed these duties previously; what differentiates the requested position(s) from the current position(s) in terms of scope of responsibility, technical expertise, decision making, leadership, supervisory responsibility, etc.; how the reclassification will improve effectiveness and/or efficiency; and if you are aware of any impact reclassification of the position(s) will have on other classifications/positions in the Department.

Requests for new classifications should include a draft job description.

Reorganization: A change of structure within a section, division, or work group involving multiple positions that will enhance the efficiency and effectiveness of the Department as it relates to goals and/or services provided.

Equity: Generally, requests for equity studies will not be addressed outside the established "Survey Cycle" as defined in the policy. Where a Division Director can justify the need to conduct an equity study outside the established process based on recruitment and/or retention, or related issues, the General Manager may approve such study.

Note: For study requests denied at the supervisor/manager or Division Director level, provide a copy to Human Resources, and if the study was requested by the employee, also provide a copy to the employee.

Contact Human Resources at (909)453-6090 if you have any questions regarding completion of this form.

Group 1	Group 2	Group 3
Senior Office Assistant	Regulatory Analyst	Water Utility Worker II
Office Assistant		WU Lead Worker
Administrative Assistant	Environmental Analyst	Welder/Pipefitter
Part-Time Office Assistant		Water Utility Worker II
	Environmental Manager	Water Utility Worker I
Customer Service Representative II/Bilingual CSR II		
Customer Service Representative III	Electrical/Instrumentation Tech	Water Utility Supervisor
Customer Service Representative I/Bilingual CSR I	Electrical/Instrumentation Lead Worker	
PT Customer Service Rep I/PT Bilingual CSR I	Lead Control Systems/Communication Tech	Painter
	Sr. Electrical/Instrumentation Tech	
Customer Service Supervisor	Sr. Control Systems/Communication Tech	Water Treatment Operator II
	Control Systems/Communication Tech	Water Treatment Lead Worker
Billing and Collection Supervisor	Electrical Repair Worker	Water Treatment Operator I
Meter Reader II	Electrical/Instrumentation Supervisor	Water Treatment Supervisor
Field and Meter Services Lead Worker		
Field Service Representative II	Electrical Services Superintendent	Water Quality Worker II
Field Service Representative I		Water Quality Worker I
Meter Reader I	WR Mechanic II	Water Quality Lead Worker
	WR Lead Mechanic	
Field and Meter Services Supervisor	WR Maintenance Planner	WQ Control Officer
	WR Mechanic III	
Environmental Compliance Inspector	WR Mechanic I	Engineering Technician
Environmental Compliance Lead Inspector	WR Facilities Maintenance Lead Worker	Engineering Associate
		Sr Engineering Technician
Environmental Control Officer	WR Maintenance Supervisor	
		Engineer
Buyer	RIX Mech/Maintenance Supervisor	
		Construction Project Manager
Warehouse Worker	WR Maintenance Superintendent	
Warehouse Lead Worker		Engineering Manager
	WR Operator	
Purchasing Manager	WR Lead Operator	Principal Engineer
	WR Senior Operator	
Equipment Mechanic II	WR Trainee	Construction Services Manager
Equipment Maintenance Lead Worker		
Equipment Mechanic I	Control Systems/Communication Supervisor	Development Services Manager
Fleet Supervisor	WR RIX Supervisor	GIS/Database Technician
		GIS/Database Analyst
Human Resources Specialist	WR Plant Supervisor	
		GIS Manager
Human Resources Analyst	WR Process Control Supervisor	
		WU Ops Superintendent
Human Resources Manager	WR Ops Manager/Superintendent	
		WU Distro Superintendent
Administrative Coordinator	Safety Manager	
Senior Administrative Coordinator		
	Collections System Worker II	
Executive Assistant to GM	Collections System Lead Worker	
	Collections System Worker I	
Contracts Administrator	Collections System Support Worker	
IT Specialist	Collections System Supervisor	
Sr. IT Specialist		
	Collections System Superintendent	
Sr. Business Systems Analyst		
Sr. Network and Systems Administrator		
Network and Systems Administrator		
Systems Programming Analyst		
Information Technology Manager		
Accountant II		
Accountant I		
Senior Accounting Technician		

Group 1	Group 2	Group 3
Accounting Technician II		
Accounting Technician I		
Payroll Specialist		
Finance Manager		
Senior Accountant		
Water Conservation/Public Affairs Coord		
Water Conservation/Public Affairs Specialist		
Administrative Services Manager		
Water and Water Reclamation Worker		

Benchmark Class Study Schedule

Group 1 - 2021/2022	Group 2 - 2022/2023	Group 3 - 2020/2021
Senior Office Assistant	Environmental Analyst	WU Worker III
Customer Service Rep II	Safety Analyst	Water Utility Supervisor
Customer Service Supervisor	Environmental Manager	Painter
Billing and Collection Supv	Elect/Instrumentation Tech	Water Treatment Op II
Meter Reader II	Elect/Instrumentation Supervisor	Water Treatment Supervisor
Field/Meter Supervisor	Electrical Services Superintendent	Water Quality Worker II
Env Compliance Inspector	WR Plant Mech II	WQ Control Officer
EC Officer	WR Maintenance Supervisor	Engineering Technician
Buyer	RIX Mech/Maint Supervisor	Construction Project Manager
Purchasing Manager	WR Maintenance Superintendent	Engineering Manager
Equipment Mech II	WR Operator	Principal Engineer
Fleet Supervisor	Control Sys/Comm Supervisor	Construction Services Manager
HR Specialist	WR RIX Supervisor	Development Services Mgr
HR Manager	WR Plant Supervisor	GIS/Database Technician
Human Resources Analyst	WR Process Control Supervisor	GIS Manager
Administrative Coordinator	WR Ops Mgr/Superintendent	WU Ops Superintendent
Executive Asst. to GM	Safety Manager	WU Distro Superintendent
Contracts Administrator	Collections System Worker II	Engineer
IT Specialist	Collections System Supervisor	
Sr. Bus Systems Analyst	Collections System Superintendent	
IT Manager		
Accountant II		
Finance Manager		
Senior Accountant		
Water Cons/PA Coord		
Water Cons/PA Specialist		
Admin Services Manager		
Water/Water Worker		
Warehouse Worker		

**COMPENSATION ADJUSTMENTS/RECOMMENDATIONS BASED ON SURVEY RESULTS AND INTERNAL
BENCHMARK RELATIONSHIPS 2021-2022**

Note: Recommendations are based on external data and internal alignment subject to the organizational value for the current salary relationships.

Classes listed in red are recommended for adjustment. Additional classes listed below a benchmark class without a numerical designation are “related classes” as defined by the Benchmark Plan and are eligible for adjustment if the Benchmark class is being adjusted to maintain the integrity of the plan.

5 of the 28 benchmark classes surveyed are recommended for adjustment. In addition, 1 benchmark class is recommended for reclassification and adjustment, 2 benchmark classes are recommended for title change and adjustment, and two positions in 1 benchmark class is recommended for reclassification to a new benchmark class and adjustment. For a total of 9 classes receiving adjustments, which includes 14 employees (10 positions, one of which is vacant). 1 benchmark class is recommended for title change with no adjustment to salary. A new related class of Senior Programming Analyst is recommended.

Classification	Current Range	Current Max	Survey Average Max	Recommendation
1. Senior Office Assistant¹	136	\$5,171	\$5,012	N/C
Administrative Assistant	140	\$5,707		N/C
Office Assistant	128	\$4,244		N/C
2. Customer Service Representative II/Bilingual CSR II	137	\$5,493	\$5,300	N/C
Customer Service Representative III	141	\$5,850		N/C
Customer Service Representative I/Bilingual CSR I	133	\$4,801		N/C
3. Buyer	146	\$6,619	\$6,960	Range 148 - \$6,954
4. Equipment Mechanic II	140	\$5,707	\$5,857	N/C
Equipment Mechanic Lead Worker	148	\$6,954		N/C
Equipment Mechanic I	136	\$5,171		N/C
5. Meter Reader II	141	\$5,850	\$5,822	N/C
Field and Meter Services Lead Worker	147	\$6,784		N/C
Field Service Representative II	141	\$5,850		N/C
Field Service Representative I	137	\$5,300		N/C
Meter Reader I	137	\$5,300		N/C
6. Administrative Coordinator²	301	\$7,325	\$7,010	Range 302 - \$7,691
7. Human Resources Specialist	144	\$6,300	\$6,059	N/C

8.Human Resources Analyst	252	\$8,183		N/C
9. Accountant II	150	\$7,306	\$7,450	N/C
Accountant I	146	\$6,619		N/C
Senior Accounting Technician	143	\$6,146		N/C
Accounting Technician II	139	\$5,568		N/C
Accounting Technician I	135	\$5,044		N/C
Payroll Specialist	144	\$6,300		N/C
10.Water Conservation/PA Coord ³	254	\$8,597	\$9,745	Range 259 - \$9,727
11. Water Conservation/PA Specialist	146	\$6,619	\$6,559	N/C
12. Information Technology Specialist	150	\$7,306	\$6,748	N/C
Senior Information Technology Specialist	154	\$8,064		N/C
13. Senior Business Systems Analyst				
Sr. Network and Systems Administrator	262	\$10,474		N/C
Network and Systems Administrator	258	\$9,489		N/C
Senior Network and System Administrator	262	\$10,474		N/C
Systems Programming Analyst ⁴	N/A	\$9,489		Range 262 \$10,474
14. Administrative Services Manager	272	\$13,408	\$12,416	N/C
15. Environmental Control Technician ⁵	153	\$7,306	\$7,906	Range 153 - \$7,868
Environmental Control Assistant	144	\$6,300		N/C
16. Human Resources Coordinator ⁶	311	\$11,546	\$13,506	Range 314 - \$13,367
17. Environmental Control Officer ⁷	268	\$12,147	\$10,515	N/C
18. Fleet Supervisor	260	\$9,970	\$9,441	N/C
19. Purchasing Supervisor ⁸	268	\$12,147	\$10,798	N/C
20. Field and Meter Services Supervisor	258	\$9,489	\$9,564	N/C
21. Finance Manager	272	\$13,408	\$13,699	N/C
22. Senior Accountant	258	\$9,489	\$9,908	N/C
23. Information Technology Manager	272	\$13,408	\$12,336	N/C

24. Customer Service Supervisor	258	\$9,489	\$8,691	N/C
25. Billing and Collection Supervisor	252	\$8,183	\$8,741	Range 254 - \$8,597
26. Contracts Administrator⁹	262	\$10,474	\$11,067	Range 264 - \$11,005
27. Executive Assistant to the General Manager	306	\$9,348	\$9,943	Range 308 - \$9,976
28. Water/Water Reclamation Worker¹⁰	130	\$4,459	\$4,406	N//C
Warehouse Lead Worker	146	\$6,619		N/C
29. Warehouse Worker¹¹	133	N/A		Range 133 - \$4,801

¹Revise Job descriptions for this series to separate duties using “When assigned to....”,.

²Add supervision to essential functions resulting in 5% adjustment.

³Reclassify to new job title of Water Conservation/Public Affairs Manager.

⁴Establish Senior Programming Analyst and reclass 1 employee from Sr. Business Systems Analyst, Range 258 to 262.

⁵Change job titles for series to Environmental Compliance Inspector to align with other agency titles and to be more descriptive of duties performed. Add lead duties to Technician, change title to Lead, range adjustment 8%.

⁶Revise job title to Human Resources Manager to align with titles at other agencies and job class definitions in Class and Comp policy.

⁷Revise job description.

⁸ Revise job title to Purchasing Manager to align with titles at other agencies and revise job description.

⁹Revise job description

¹⁰Not enough comparables, maintain internal parity of 25% below Water Utility Worker I.

¹¹Separate Water/Water Reclamation Workers in Purchasing/Warehouse and create new classes of Warehouse Worker. This journey level class will become a benchmark class and is 9% below the average max of current class.

City of San Bernardino Municipal Water Department
Salary Schedule

San Bernardino Municipal Water Department (SBMWD)
Salary Schedule

General, Mid-Management, Part-Time

Position Title	Grade	Grade Description	Monthly Minimum	Monthly Maximum
ACCOUNTANT I	146	GENERAL EMPLOYEES	5,377	6,884
ACCOUNTANT II	150	GENERAL EMPLOYEES	5,936	7,598
ACCOUNTING TECHNICIAN I	135	GENERAL EMPLOYEES	4,098	5,246
ACCOUNTING TECHNICIAN II	139	GENERAL EMPLOYEES	4,524	5,791
ADMINISTRATIVE ASSISTANT	140	GENERAL EMPLOYEES	4,637	5,936
ADMIN SERVICES MANAGER	272	MID MGMT EMPLOYEES	10,926	13,945
BILLING COLLECTION SUPERVISOR	254	MID MGMT EMPLOYEES	7,005	8,941
BUYER	148	GENERAL EMPLOYEES	5,650	7,232
COLLECTIONS SYSTEM LEAD WORKER	148	GENERAL EMPLOYEES	5,650	7,232
COLLECTIONS SYSTEM SUPERINTENDENT	270	MID MGMT EMPLOYEES	10,399	13,273
COLLECTIONS SYSTEM SUPERVISOR	254	MID MGMT EMPLOYEES	7,005	8,941
COLLECTIONS SYSTEM SUPPORT WORKER	134	GENERAL EMPLOYEES	3,999	5,118
COLLECTIONS SYSTEM WORKER I	140	GENERAL EMPLOYEES	4,637	5,936
COLLECTIONS SYSTEM WORKER II	144	GENERAL EMPLOYEES	5,118	6,552
CONSTRUCTION PROJECT MANAGER	265	MID MGMT EMPLOYEES	9,192	11,731
CONSTRUCTION SERVICES MANAGER	268	MID MGMT EMPLOYEES	9,898	12,633
CONTRACTS ADMINISTRATOR	264	MID MGMT EMPLOYEES	8,967	11,445
CONTROL SYSTEMS AND COMMUNICATION SUPERVISOR	268	MID MGMT EMPLOYEES	9,898	12,633
CONTROL SYSTEMS AND COMMUNICATION TECHNICIAN	157	GENERAL EMPLOYEES	7,056	9,032
CUST SERVICE REP I - BILINGUAL	133	GENERAL EMPLOYEES	3,901	4,993
CUST SERVICE REP II- BILINGUAL	137	GENERAL EMPLOYEES	4,306	5,512
CUSTOMER SERVICE REP I	133	GENERAL EMPLOYEES	3,901	4,993
CUSTOMER SERVICE REP II	137	GENERAL EMPLOYEES	4,306	5,512
CUSTOMER SERVICE REP III	141	GENERAL EMPLOYEES	4,753	6,084
CUSTOMER SERVICE SUPERVISOR	258	MID MGMT EMPLOYEES	7,733	9,869
DEVELOPMENT SERVICES MANAGER	266	MID MGMT EMPLOYEES	9,421	12,024
ELECT/INSTRUMENTATION LEAD WORKER	161	GENERAL EMPLOYEES	7,788	9,969
ELECT/INSTRUMENTATION SUPERVISOR	268	MID MGMT EMPLOYEES	9,898	12,633
ELECTRICAL & INSTRUMENT TECH	153	GENERAL EMPLOYEES	6,392	8,182
ELECTRICAL REPAIR WORKER	139	GENERAL EMPLOYEES	4,524	5,791
ELECTRICAL SERVICES SUPERINTENDENT	274	MID MGMT EMPLOYEES	11,479	14,650
ENGINEER	265	MID MGMT EMPLOYEES	9,192	11,731
ENGINEERING ASSOCIATE	162	GENERAL EMPLOYEES	7,983	10,218
ENGINEERING MANAGER	277	MID MGMT EMPLOYEES	12,362	15,777
ENGINEERING TECHNICIAN	152	GENERAL EMPLOYEES	6,236	7,983
ENVIRONMENTAL ANALYST	156	GENERAL EMPLOYEES	6,883	8,811
ENVIRONMENTAL COMPLIANCE INSPECTOR	144	GENERAL EMPLOYEES	5,118	6,552
ENVIRONMENTAL COMPLIANCE LEAD INSPECTOR	153	GENERAL EMPLOYEES	6,392	8,182
ENVIRONMENTAL CONTROL OFFICER	268	MID MGMT EMPLOYEES	9,898	12,633
ENVIRONMENTAL MANAGER	265	MID MGMT EMPLOYEES	9,192	11,731
EQUIPMENT MECHANIC I	136	GENERAL EMPLOYEES	4,201	5,377

City of San Bernardino Municipal Water Department
Salary Schedule

EQUIPMENT MECHANIC II	140	GENERAL EMPLOYEES	4,637	5,936
EQUIPMENT MECHANIC LEAD WORKER	148	GENERAL EMPLOYEES	5,650	7,232
FIELD & METER SVC SUPERVISOR	258	MID MGMT EMPLOYEES	7,733	9,869
FIELD & METER SVCS LEAD WORKER	147	GENERAL EMPLOYEES	5,512	7,056
FIELD SERVICE REP I	137	GENERAL EMPLOYEES	4,306	5,512
FIELD SERVICE REP II	141	GENERAL EMPLOYEES	4,753	6,084
FINANCE MANAGER	272	MID MGMT EMPLOYEES	10,926	13,944
FLEET SUPERVISOR	260	MID MGMT EMPLOYEES	8,124	10,369
GIS/DATABASE ANALYST	159	GENERAL EMPLOYEES	7,413	9,489
GIS/DATABASE TECHNICIAN	150	GENERAL EMPLOYEES	5,936	7,598
GIS MANAGER	263	MID MGMT EMPLOYEES	8,749	11,166
HUMAN RESOURCES ANALYST	252	MID MGMT EMPLOYEES	6,668	8,510
HUMAN RESOURCES SPECIALIST	144	GENERAL EMPLOYEES	5,118	6,552
INFORMATION TECHNOLOGY MANAGER	272	MID MGMT EMPLOYEES	10,926	13,945
INFORMATION TECHNOLOGY SPECIALIST	150	GENERAL EMPLOYEES	5,936	7,598
LEAD CONTROL SYSTEMS AND COMMUNICATION TECHNICIAN	163	GENERAL EMPLOYEES	8,182	10,474
METER READER I	137	GENERAL EMPLOYEES	4,306	5,512
METER READER II	141	GENERAL EMPLOYEES	4,753	6,084
NETWORK AND SYSTEMS ADMINISTRATOR	258	MID MGMT EMPLOYEES	7,733	9,869
OFFICE ASSISTANT	128	GENERAL EMPLOYEES	3,448	4,413
PAINTER	143	GENERAL EMPLOYEES	4,993	6,392
PAYROLL SPECIALIST	144	GENERAL EMPLOYEES	5,118	6,552
PRINCIPAL ENGINEER	270	MID MGMT EMPLOYEES	10,399	13,273
PURCHASING MANAGER	268	MID MGMT EMPLOYEES	9,898	12,633
RIX MECH/MAINT SUPERVISOR	258	MID MGMT EMPLOYEES	7,733	9,869
SAFETY ANALYST	152	GENERAL EMPLOYEES	6,236	7,983
SAFETY MANAGER	270	MID MGMT EMPLOYEES	10,399	13,273
SENIOR ACCOUNTANT	258	MID MGMT EMPLOYEES	7,733	9,869
SENIOR ACCOUNTING TECHNICIAN	143	GENERAL EMPLOYEES	4,994	6,392
SENIOR BUSINESS SYSTEMS ANALYST	258	MID MGMT EMPLOYEES	7,733	9,869
SENIOR CONTROL SYSTEMS AND COMMUNICATION TECHNICIAN	160	GENERAL EMPLOYEES	7,598	9,726
SENIOR ELECTRICAL/INSTR TECH	157	GENERAL EMPLOYEES	7,056	9,032
SENIOR ENGINEERING TECHNICIAN	156	GENERAL EMPLOYEES	6,884	8,811
SENIOR INFORMATION TECHNOLOGY SPECIALIST	154	GENERAL EMPLOYEES	6,552	8,387
SENIOR NETWORK AND SYSTEMS ADMINISTRATOR	262	MID MGMT EMPLOYEES	8,535	10,893
SENIOR OFFICE ASSISTANT	136	GENERAL EMPLOYEES	4,201	5,377
SENIOR PROGRAMMING ANALYST	262	MID MGMT EMPLOYEES	8,535	10,893
WAREHOUSE LEAD WORKER	146	GENERAL EMPLOYEES	5,377	6,883
WAREHOUSE WORKER	133	GENERAL EMPLOYEES	3,901	4,993
WATER CONSERVATION/PUBLIC AFFAIRS MANAGER	259	MID MGMT EMPLOYEES	7,926	10,116
WATER CONSERVATION/PUBLIC AFFAIRS SPECIALIST	146		5,377	6,883
WATER QUALITY CONTROL OFFICER	267	MID MGMT EMPLOYEES	9,657	12,325
WATER QUALITY LEAD WORKER	157	GENERAL EMPLOYEES	7,056	9,032

City of San Bernardino Municipal Water Department
Salary Schedule

WATER QUALITY WORKER I	145	GENERAL EMPLOYEES	5,246	6,716
WATER QUALITY WORKER II	149	GENERAL EMPLOYEES	5,791	7,413
WATER RECLAMATION TRAINEE	130	GENERAL EMPLOYEES	3,622	4,637
WATER TREATMENT LEAD WORKER	158	GENERAL EMPLOYEES	7,232	9,257
WATER TREATMENT OPERATOR I	145	GENERAL EMPLOYEES	5,246	6,716
WATER TREATMENT OPERATOR II	149	GENERAL EMPLOYEES	5,791	7,413
WATER TREATMENT SUPERVISOR	260	MID MGMT EMPLOYEES	8,124	10,369
WATER UTILITY SUPERVISOR	260	MID MGMT EMPLOYEES	8,124	10,369
WATER/WATER RECLAMATION WORKER	130	GENERAL EMPLOYEES	3,622	4,637
WELDER/PIPEFITTER	148	GENERAL EMPLOYEES	5,650	7,232
WR FACILITIES MAINT LEADPERSON	147	GENERAL EMPLOYEES	5,512	7,056
WR FACILITIES MAINT SUPERVISOR	253	MID MGMT EMPLOYEES	6,834	8,723
WR LEAD MECHANIC	158	GENERAL EMPLOYEES	7,232	9,257
WR LEAD OPERATOR	161	GENERAL EMPLOYEES	7,788	9,969
WR MAINTENANCE PLANNER	156	GENERAL EMPLOYEES	6,883	8,811
WR MAINTENANCE SUPERINTENDENT	271	MID MGMT EMPLOYEES	10,659	13,604
WR MAINTENANCE SUPERVISOR	262	MID MGMT EMPLOYEES	8,535	10,893
WR MECHANIC I	146	GENERAL EMPLOYEES	5,378	6,883
WR MECHANIC II	150	GENERAL EMPLOYEES	5,936	7,598
WR MECHANIC III	154	GENERAL EMPLOYEES	6,552	8,387
WR OPERATIONS SUPERINTENDENT	276	MID MGMT EMPLOYEES	12,060	15,392
WR OPERATIONS MANAGER - FLEX	274	MID MGMT EMPLOYEES	11,479	14,650
WR OPERATOR	145	GENERAL EMPLOYEES	5,246	6,716
WR PLANT SUPERVISOR	266	MID MGMT EMPLOYEES	9,421	12,024
WR PROCESS CONTROL SUPERVISOR	261	MID MGMT EMPLOYEES	8,327	10,628
WR RIX SUPERVISOR	264	MID MGMT EMPLOYEES	8,967	11,445
WR SENIOR OPERATOR	159	GENERAL EMPLOYEES	7,413	9,489
WU DIST SUPERINTENDENT	271	MID MGMT EMPLOYEES	10,659	13,604
WU LEAD WORKER	152	GENERAL EMPLOYEES	6,236	7,983
WU OPERATIONS SUPERINTENDENT	271	MID MGMT EMPLOYEES	10,659	13,604
WU WORKER I	139	GENERAL EMPLOYEES	4,524	5,791
WU WORKER II	143	GENERAL EMPLOYEES	4,993	6,392
WU WORKER III	147	GENERAL EMPLOYEES	5,512	7,056

Part-Time

Position Title	Grade	Grade Description	Minimum Hourly	Maximum Hourly
P/T CUST SERVICE REP-BILINGUAL	933	REG PART TIME EMPLOYEES	22.50	28.81
P/T CUSTOMER SERV REP	933	REG PART TIME EMPLOYEES	22.50	28.81
P/T OFFICE ASSISTANT	928	REG PART TIME EMPLOYEES	19.89	25.46
P/T ADMINISTRATIVE ASSISTANT	940	REG PART TIME EMPLOYEES	26.75	34.24
ENGINEERING STUDENT INTERN	102	TEMPORARY PART TIME	18.00	18.00
STUDENT INTERN	100	TEMPORARY PART TIME	15.00	15.00

BOWC Approved:

Effective:07/01/2022

EXHIBIT A-7, 3.1 SALARY SCHEDULE
EFFECTIVE JULY 1, 2022
WATER DEPARTMENT EMPLOYEES' ASSOCIATION

RANGE	MINIMUM				MAXIMUM		
	\$/HOUR	\$/MONTH	\$/YEAR		\$/HOUR	\$/MONTH	\$/YEAR
119	\$ 15.9272	\$ 2,760.71	\$ 33,128.54		\$ 20.3881	\$ 3,533.94	\$ 42,407.34
120	\$ 16.3254	\$ 2,829.73	\$ 33,956.76		\$ 20.8978	\$ 3,622.29	\$ 43,467.52
121	\$ 16.7335	\$ 2,900.47	\$ 34,805.68		\$ 21.4203	\$ 3,712.85	\$ 44,554.21
122	\$ 17.1518	\$ 2,972.98	\$ 35,675.82		\$ 21.9558	\$ 3,805.67	\$ 45,668.06
123	\$ 17.5806	\$ 3,047.31	\$ 36,567.71		\$ 22.5047	\$ 3,900.81	\$ 46,809.76
124	\$ 18.0201	\$ 3,123.49	\$ 37,481.91		\$ 23.0673	\$ 3,998.33	\$ 47,980.01
125	\$ 18.4707	\$ 3,201.58	\$ 38,418.95		\$ 23.6440	\$ 4,098.29	\$ 49,179.51
126	\$ 18.9324	\$ 3,281.62	\$ 39,379.43		\$ 24.2351	\$ 4,200.75	\$ 50,409.00
127	\$ 19.4057	\$ 3,363.66	\$ 40,363.91		\$ 24.8410	\$ 4,305.77	\$ 51,669.22
128	\$ 19.8909	\$ 3,447.75	\$ 41,373.01		\$ 25.4620	\$ 4,413.41	\$ 52,960.95
129	\$ 20.3881	\$ 3,533.94	\$ 42,407.34		\$ 26.0985	\$ 4,523.75	\$ 54,284.97
130	\$ 20.8978	\$ 3,622.29	\$ 43,467.52		\$ 26.7510	\$ 4,636.84	\$ 55,642.10
131	\$ 21.4203	\$ 3,712.85	\$ 44,554.21		\$ 27.4198	\$ 4,752.76	\$ 57,033.15
132	\$ 21.9558	\$ 3,805.67	\$ 45,668.06		\$ 28.1053	\$ 4,871.58	\$ 58,458.98
133	\$ 22.5047	\$ 3,900.81	\$ 46,809.76		\$ 28.8079	\$ 4,993.37	\$ 59,920.45
134	\$ 23.0673	\$ 3,998.33	\$ 47,980.01		\$ 29.5281	\$ 5,118.21	\$ 61,418.47
135	\$ 23.6440	\$ 4,098.29	\$ 49,179.51		\$ 30.2663	\$ 5,246.16	\$ 62,953.93
136	\$ 24.2351	\$ 4,200.75	\$ 50,409.00		\$ 31.0230	\$ 5,377.31	\$ 64,527.78
137	\$ 24.8410	\$ 4,305.77	\$ 51,669.22		\$ 31.7985	\$ 5,511.75	\$ 66,140.97
138	\$ 25.4620	\$ 4,413.41	\$ 52,960.95		\$ 32.5935	\$ 5,649.54	\$ 67,794.49
139	\$ 26.0985	\$ 4,523.75	\$ 54,284.97		\$ 33.4083	\$ 5,790.78	\$ 69,489.36
140	\$ 26.7510	\$ 4,636.84	\$ 55,642.10		\$ 34.2436	\$ 5,935.55	\$ 71,226.59
141	\$ 27.4198	\$ 4,752.76	\$ 57,033.15		\$ 35.0996	\$ 6,083.94	\$ 73,007.26
142	\$ 28.1053	\$ 4,871.58	\$ 58,458.98		\$ 35.9771	\$ 6,236.04	\$ 74,832.44
143	\$ 28.8079	\$ 4,993.37	\$ 59,920.45		\$ 36.8766	\$ 6,391.94	\$ 76,703.25
144	\$ 29.5281	\$ 5,118.21	\$ 61,418.47		\$ 37.7985	\$ 6,551.74	\$ 78,620.83
145	\$ 30.2663	\$ 5,246.16	\$ 62,953.93		\$ 38.7434	\$ 6,715.53	\$ 80,586.35
146	\$ 31.0230	\$ 5,377.31	\$ 64,527.78		\$ 39.7120	\$ 6,883.42	\$ 82,601.01
147	\$ 31.7985	\$ 5,511.75	\$ 66,140.97		\$ 40.7048	\$ 7,055.50	\$ 84,666.03
148	\$ 32.5935	\$ 5,649.54	\$ 67,794.49		\$ 41.7224	\$ 7,231.89	\$ 86,782.68
149	\$ 33.4083	\$ 5,790.78	\$ 69,489.36		\$ 42.7655	\$ 7,412.69	\$ 88,952.25
150	\$ 34.2436	\$ 5,935.55	\$ 71,226.59		\$ 43.8346	\$ 7,598.00	\$ 91,176.06
151	\$ 35.0996	\$ 6,083.94	\$ 73,007.26		\$ 44.9305	\$ 7,787.95	\$ 93,455.46
152	\$ 35.9771	\$ 6,236.04	\$ 74,832.44		\$ 46.0538	\$ 7,982.65	\$ 95,791.85
153	\$ 36.8766	\$ 6,391.94	\$ 76,703.25		\$ 47.2051	\$ 8,182.22	\$ 98,186.64
154	\$ 37.7985	\$ 6,551.74	\$ 78,620.83		\$ 48.3852	\$ 8,386.78	\$ 100,641.31
155	\$ 38.7434	\$ 6,715.53	\$ 80,586.35		\$ 49.5949	\$ 8,596.45	\$ 103,157.34
156	\$ 39.7120	\$ 6,883.42	\$ 82,601.01		\$ 50.8347	\$ 8,811.36	\$ 105,736.27
157	\$ 40.7048	\$ 7,055.50	\$ 84,666.03		\$ 52.1056	\$ 9,031.64	\$ 108,379.68
158	\$ 41.7224	\$ 7,231.89	\$ 86,782.68		\$ 53.4083	\$ 9,257.43	\$ 111,089.17
159	\$ 42.7655	\$ 7,412.69	\$ 88,952.25		\$ 54.7435	\$ 9,488.87	\$ 113,866.40
160	\$ 43.8346	\$ 7,598.00	\$ 91,176.06		\$ 56.1120	\$ 9,726.09	\$ 116,713.06
161	\$ 44.9305	\$ 7,787.95	\$ 93,455.46		\$ 57.5149	\$ 9,969.24	\$ 119,630.89
162	\$ 46.0538	\$ 7,982.65	\$ 95,791.85		\$ 58.9527	\$ 10,218.47	\$ 122,621.66
163	\$ 47.2051	\$ 8,182.22	\$ 98,186.64		\$ 60.4265	\$ 10,473.93	\$ 125,687.20
164	\$ 48.3852	\$ 8,386.78	\$ 100,641.31		\$ 61.9372	\$ 10,735.78	\$ 128,829.38
165	\$ 49.5949	\$ 8,596.45	\$ 103,157.34		\$ 63.4856	\$ 11,004.18	\$ 132,050.12

EXHIBIT A-7 REFLECTS A 4.0% INCREASE OVER SCHEDULE EFFECTIVE JULY 1, 2021.

EXHIBIT B-4, 3.1 SALARY SCHEDULE
EFFECTIVE JULY 1, 2022
ASSOCIATION OF WATER DEPARTMENT MID-MANAGERS

RANGE	MINIMUM			MAXIMUM		
	\$/HOUR	\$/MONTH	\$/YEAR	\$/HOUR	\$/MONTH	\$/YEAR
240	\$ 28.6029	\$ 4,957.84	\$ 59,494.06	\$ 36.5054	\$ 6,327.60	\$ 75,931.17
241	\$ 29.3180	\$ 5,081.78	\$ 60,981.41	\$ 37.4180	\$ 6,485.79	\$ 77,829.45
242	\$ 30.0509	\$ 5,208.83	\$ 62,505.94	\$ 38.3535	\$ 6,647.93	\$ 79,775.18
243	\$ 30.8022	\$ 5,339.05	\$ 64,068.59	\$ 39.3123	\$ 6,814.13	\$ 81,769.56
244	\$ 31.5723	\$ 5,472.53	\$ 65,670.31	\$ 40.2951	\$ 6,984.48	\$ 83,813.80
245	\$ 32.3616	\$ 5,609.34	\$ 67,312.06	\$ 41.3025	\$ 7,159.10	\$ 85,909.15
246	\$ 33.1706	\$ 5,749.57	\$ 68,994.87	\$ 42.3350	\$ 7,338.07	\$ 88,056.88
247	\$ 33.9999	\$ 5,893.31	\$ 70,719.74	\$ 43.3934	\$ 7,521.52	\$ 90,258.30
248	\$ 34.8499	\$ 6,040.64	\$ 72,487.73	\$ 44.4782	\$ 7,709.56	\$ 92,514.76
249	\$ 35.7211	\$ 6,191.66	\$ 74,299.92	\$ 45.5902	\$ 7,902.30	\$ 94,827.62
250	\$ 36.6141	\$ 6,346.45	\$ 76,157.42	\$ 46.7300	\$ 8,099.86	\$ 97,198.31
251	\$ 37.5295	\$ 6,505.11	\$ 78,061.36	\$ 47.8982	\$ 8,302.36	\$ 99,628.27
252	\$ 38.4677	\$ 6,667.74	\$ 80,012.89	\$ 49.0957	\$ 8,509.91	\$ 102,118.98
253	\$ 39.4294	\$ 6,834.43	\$ 82,013.21	\$ 50.3231	\$ 8,722.66	\$ 104,671.95
254	\$ 40.4152	\$ 7,005.30	\$ 84,063.54	\$ 51.5811	\$ 8,940.73	\$ 107,288.75
255	\$ 41.4255	\$ 7,180.43	\$ 86,165.13	\$ 52.8707	\$ 9,164.25	\$ 109,970.97
256	\$ 42.4612	\$ 7,359.94	\$ 88,319.26	\$ 54.1924	\$ 9,393.35	\$ 112,720.25
257	\$ 43.5227	\$ 7,543.94	\$ 90,527.24	\$ 55.5472	\$ 9,628.19	\$ 115,538.25
258	\$ 44.6108	\$ 7,732.54	\$ 92,790.42	\$ 56.9359	\$ 9,868.89	\$ 118,426.71
259	\$ 45.7261	\$ 7,925.85	\$ 95,110.19	\$ 58.3593	\$ 10,115.61	\$ 121,387.38
260	\$ 46.8692	\$ 8,123.99	\$ 97,487.94	\$ 59.8183	\$ 10,368.51	\$ 124,422.06
261	\$ 48.0409	\$ 8,327.09	\$ 99,925.14	\$ 61.3138	\$ 10,627.72	\$ 127,532.61
262	\$ 49.2420	\$ 8,535.27	\$ 102,423.27	\$ 62.8466	\$ 10,893.41	\$ 130,720.93
263	\$ 50.4730	\$ 8,748.65	\$ 104,983.85	\$ 64.4178	\$ 11,165.75	\$ 133,988.95
264	\$ 51.7348	\$ 8,967.37	\$ 107,608.44	\$ 66.0282	\$ 11,444.89	\$ 137,338.67
265	\$ 53.0282	\$ 9,191.55	\$ 110,298.66	\$ 67.6789	\$ 11,731.01	\$ 140,772.14
266	\$ 54.3539	\$ 9,421.34	\$ 113,056.12	\$ 69.3709	\$ 12,024.29	\$ 144,291.44
267	\$ 55.7128	\$ 9,656.88	\$ 115,882.53	\$ 71.1052	\$ 12,324.89	\$ 147,898.73
268	\$ 57.1056	\$ 9,898.30	\$ 118,779.59	\$ 72.8828	\$ 12,633.02	\$ 151,596.20
269	\$ 58.5332	\$ 10,145.76	\$ 121,749.08	\$ 74.7049	\$ 12,948.84	\$ 155,386.10
270	\$ 59.9965	\$ 10,399.40	\$ 124,792.81	\$ 76.5725	\$ 13,272.56	\$ 159,270.76
271	\$ 61.4965	\$ 10,659.39	\$ 127,912.63	\$ 78.4868	\$ 13,604.38	\$ 163,252.53
272	\$ 63.0339	\$ 10,925.87	\$ 131,110.44	\$ 80.4490	\$ 13,944.49	\$ 167,333.84
273	\$ 64.6097	\$ 11,199.02	\$ 134,388.20	\$ 82.4602	\$ 14,293.10	\$ 171,517.18
274	\$ 66.2250	\$ 11,478.99	\$ 137,747.91	\$ 84.5217	\$ 14,650.43	\$ 175,805.11
275	\$ 67.8806	\$ 11,765.97	\$ 141,191.60	\$ 86.6347	\$ 15,016.69	\$ 180,200.24
276	\$ 69.5776	\$ 12,060.12	\$ 144,721.39	\$ 88.8006	\$ 15,392.10	\$ 184,705.25
277	\$ 71.3170	\$ 12,361.62	\$ 148,339.43	\$ 91.0206	\$ 15,776.91	\$ 189,322.88
278	\$ 73.1000	\$ 12,670.66	\$ 152,047.92	\$ 93.2961	\$ 16,171.33	\$ 194,055.95

EXHIBIT B-4 REFLECTS A 4.0% INCREASE OVER SCHEDULE EFFECTIVE JULY 1, 2021

San Bernardino Municipal Water Department
SALARY SCHEDULE
EFFECTIVE JULY 1, 2022

MANAGEMENT and CONFIDENTIAL EMPLOYEES ARE:

Range	Unit	Position
Contract	M	General Manager
410	M	Deputy General Manager
407	M	Director of Finance
407	M	Director of Water Utility
407	M	Director of Water Reclamation
407	M	Director of Environmental and Regulatory Compliance
322	C	Human Resources Manager
311	C	Executive Assistant to the General Manager
300	C	Administrative Coordinator

CONFIDENTIAL						
300	\$33.0285	\$5,724.94	\$68,699.34	\$46.1448	\$7,998.44	\$95,981.28
301	\$33.8542	\$5,868.07	\$70,416.82	\$47.2985	\$8,198.40	\$98,380.82
302	\$34.7006	\$6,014.77	\$72,177.24	\$48.4809	\$8,403.36	\$100,840.34
303	\$35.5681	\$6,165.14	\$73,981.67	\$49.6930	\$8,613.45	\$103,361.35
304	\$36.4573	\$6,319.27	\$75,831.22	\$50.9353	\$8,828.78	\$105,945.38
305	\$37.3687	\$6,477.25	\$77,727.00	\$52.2087	\$9,049.50	\$108,594.01
306	\$38.3030	\$6,639.18	\$79,670.17	\$53.5139	\$9,275.74	\$111,308.86
307	\$39.2605	\$6,805.16	\$81,661.92	\$54.8571	\$9,508.57	\$114,102.84
308	\$40.2421	\$6,975.29	\$83,703.47	\$56.2286	\$9,746.28	\$116,955.41
309	\$41.2481	\$7,149.67	\$85,796.06	\$57.6400	\$9,990.93	\$119,891.13
310	\$42.2793	\$7,328.41	\$87,940.96	\$59.0810	\$10,240.70	\$122,888.40
311	\$43.3363	\$7,511.62	\$90,139.49	\$60.5580	\$10,496.72	\$125,960.61
312	\$44.4197	\$7,699.41	\$92,392.97	\$62.0719	\$10,759.14	\$129,109.63
313	\$45.5302	\$7,891.90	\$94,702.80	\$63.6237	\$11,028.11	\$132,337.37
314	\$46.6684	\$8,089.20	\$97,070.37	\$65.2143	\$11,303.82	\$135,645.80
315	\$47.8352	\$8,291.43	\$99,497.13	\$66.8447	\$11,586.41	\$139,036.95
316	\$49.0310	\$8,498.71	\$101,984.55	\$68.5158	\$11,876.07	\$142,512.87
317	\$50.2568	\$8,711.18	\$104,534.17	\$70.2287	\$12,172.97	\$146,075.70
318	\$51.5132	\$8,928.96	\$107,147.52	\$71.9844	\$12,477.30	\$149,727.59
319	\$52.8011	\$9,152.18	\$109,826.21	\$73.7840	\$12,789.23	\$153,470.78
320	\$54.1211	\$9,380.99	\$112,571.87	\$75.6286	\$13,108.96	\$157,307.55
321	\$55.4741	\$9,615.51	\$115,386.16	\$77.5193	\$13,436.69	\$161,240.24
322	\$56.8610	\$9,855.90	\$118,270.82	\$79.4573	\$13,772.60	\$165,271.24
323	\$58.2825	\$10,102.30	\$121,227.59	\$81.4438	\$14,116.92	\$169,403.02
324	\$59.7396	\$10,354.86	\$124,258.28	\$83.4799	\$14,469.84	\$173,638.10
325	\$61.2330	\$10,613.73	\$127,364.73	\$85.5669	\$14,831.59	\$177,979.05
MANAGEMENT						
400	\$63.0980	\$10,936.99	\$131,243.84	\$89.5930	\$15,529.45	\$186,353.44
401	\$64.6755	\$11,210.41	\$134,524.94	\$91.8328	\$15,917.69	\$191,012.28
402	\$66.2923	\$11,490.67	\$137,888.06	\$94.1286	\$16,315.63	\$195,787.58
403	\$67.9496	\$11,777.94	\$141,335.26	\$96.4819	\$16,723.52	\$200,682.27
404	\$69.6484	\$12,072.39	\$144,868.64	\$98.8939	\$17,141.61	\$205,699.33
405	\$71.3896	\$12,374.20	\$148,490.36	\$101.3663	\$17,570.15	\$210,841.81
406	\$73.1743	\$12,683.55	\$152,202.62	\$103.9004	\$18,009.40	\$216,112.86
407	\$75.0037	\$13,000.64	\$156,007.68	\$106.4979	\$18,459.64	\$221,515.68
408	\$76.8788	\$13,325.66	\$159,907.87	\$109.1604	\$18,921.13	\$227,053.57
409	\$78.8008	\$13,658.80	\$163,905.57	\$111.8894	\$19,394.16	\$232,729.91
410	\$80.7708	\$14,000.27	\$168,003.21	\$114.6866	\$19,879.01	\$238,548.16
Contract	General Manager			\$142.3133	\$24,667.64	\$296,011.72

Salary Schedule Exhibit 1-H reflects a 4.0% increase over schedule 1-G dated 8/28/2021 for Confidential Unit and renumbering to establish/maintain uniform percentage between ranges.

EXHIBIT 17
HOURLY SALARY SCHEDULE - REGULAR PART-TIME EMPLOYEES
EFFECTIVE JULY 1, 2022

SALARY RANGE	PART-TIME CLASSIFICATION	STARTING SALARY 1	FROM DATE OF HIRE									
			1 YEAR 2	2 YEAR 3	3 YEAR 4	4 YEAR 5	5 YEAR 6	6 YEAR 7	7 YEAR 8	8 YEAR 9	9 YEAR 10	10 YEAR 11
928	Office Assistant	\$19.8911	20.3884	20.8981	21.4206	21.9561	22.5050	23.0676	23.6443	24.2354	24.8413	25.4623
933	Customer Service Rep I	\$22.5049	23.0675	23.6442	24.2353	24.8412	25.4622	26.0988	26.7512	27.4200	28.1055	28.8081
933	Bilingual Customer Service Rep I	\$22.5049	23.0675	23.6442	24.2353	24.8412	25.4622	26.0988	26.7512	27.4200	28.1055	28.8081
937	Truck Driver	\$24.8410	25.4620	26.0986	26.7511	27.4198	28.1053	28.8080	29.5282	30.2664	31.0230	31.7986
938	Field Service Rep II	\$25.4624	26.0990	26.7515	27.4202	28.1058	28.8084	29.5286	30.2668	31.0235	31.7991	32.5941
940	Administrative Assistant	\$26.7511	27.4199	28.1054	28.8080	29.5282	30.2664	31.0231	31.7986	32.5936	33.4084	34.2437

Exhibit 17 reflects a 4.0% increase over schedule effective July 1, 2021

Glossary



Glossary

Actual Expense

Money spent or cost incurred in an organization's efforts to generate revenue represents the cost of doing business. Expenses may be in the form of actual cash payments (such as wages and salaries), a computed expired portion (depreciation) of an asset, or an amount taken out of earnings (such as bad debts).

Adopted Budget

The formal process through which the governing or managing body of an organization approves a budget.

Administration

Refers to the Department's Office and those individuals, departments, and offices reporting to it (e.g., the Department of Finance).

Allocation

Distribution of funds or costs from one account or appropriation to one or more accounts or appropriations (e.g., the allocation of employee compensation funding from the statewide 9800 Budget Act items to departmental appropriation items).

Appropriated Revenue

Revenue which, as it is earned, is reserved and appropriated for a specific purpose. An example is student fees received by state colleges that are by law appropriated for the support of the colleges. The revenue does not become available for expenditure until it is earned.

Appropriation

Authorization for a specific agency to make expenditures or create obligations from a specific fund for a specific purpose. Appropriations are usually limited in the amount and period of time during which the expenditure is to be recognized.

AQMD or SCAQMD:

Air Quality Management District or South Coast Air Quality Management District is the air pollution agency responsible for regulating stationary sources of air pollution in the South Coast Air Basin, in Southern California.

Audit

Typically a review of financial reports or performance activity (such as of an agency or program) to determine conformity or compliance with applicable laws, regulations, and/or standards. The state has three central organizations that perform audits of state agencies: the State Controller's Office, the Department of Finance, and the California State Auditor. Many state departments also have internal audit units to review their own internal functions and program activities. (SAM 20000, etc.)

Glossary Continued

Balance Available

Regarding a fund, it is the excess of resources overused. For budgeting purposes, the balance available in a fund condition is the carry-in balance, net of any prior year adjustments, plus revenues and transfers, minus expenditures. For accounting purposes, the balance available in a fund is the net of assets over liabilities and reserves that are available for expenditure. For appropriations, it is the unobligated or unencumbered, balance still available.

Bond Funds

For legal basis budgeting purposes, funds are used to account for the receipt and disbursement of non-self-liquidating general obligation bond proceeds. These funds do not account for the debt retirement because the liability created by the sale of bonds is not a liability of bond funds. Depending on the provisions of the bond act, either the General Fund or a sinking fund pays the principal and interest on the general obligation bonds. The proceeds and debt of bonds related to self-liquidating bonds are included in non-governmental cost funds. (SAM 14400.)

Budget

A plan of operation expressed in terms of financial or other resource requirements for a specific period of time.

CalPERS

California Public Employees Retirement System is an agency in the California executive branch that manages pension and health benefits for more than 1.6 million California public employees, retirees, and their families.

Charter

A written grant by a country's legislative or sovereign power, by which an institution such as a company, college, or city is created and its rights and privileges defined.

Cost-of-Living Adjustments (COLA)

Increases provided in state-funded programs that include periodic adjustments predetermined in state law (statutory, such as K-12 education apportionments), or established at optional levels (discretionary) by the Administration and the Legislature each year through the budget process.

CPI (consumer price index.)

The Consumer Price Index (CPI) is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services. Encumbrance The commitment of all or part of an appropriation. Encumbrances represent valid obligations related to unfilled purchase orders or unfulfilled contracts. Outstanding encumbrances are recognized as budgetary expenditures in the individual department's budget documents and their individual annual financial reports. For the General Fund budgetary purposes, the Department of Finance makes a statewide adjustment to remove the total outstanding encumbrances from overall General Fund expenditures and show the amount as a reserve in the fund balance, per Government Code section 13307. For other funds, such encumbrance adjustments are not made in the budget totals, and encumbrances are treated as budgetary expenditures that decrease the fund balance of these funds.

Glossary Continued

Expenditure

Expenditures reported on a department's year-end financial reports and "past year" budget documents consist of amounts paid and accruals (including outstanding encumbrances and payables) for obligations created for the last fiscal year. "Current year" and "budget year" expenditures in budget documents are estimates for the respective fiscal year. (See "Encumbrance," also referred to as "budgetary expenditures").

Fiscal Year (FY)

A 12-month period during which revenue is earned and received, obligations are incurred, encumbrances are made, appropriations are expended, and for which other fiscal transactions are recognized. In the California state government, the fiscal year begins July 1 and ends the following June 30.

Infrastructures

The basic physical and organizational structures and facilities (e.g. buildings, roads, power supplies) are needed for the operation of a society or enterprise.

Legislation

The act of making or enacting laws. Or a law or a body of laws enacted.

Lien

A right to keep possession of property belonging to another person until a debt owed by that person is discharged.

Merit Increase (Pay for Performance)

The term merit increase refers to the growth in an employee's wages which is awarded based on an objective measure of their past performance. Merit increases are not based on time in position, as is usually the case with unionized employees.

Memorandum of understanding

A memorandum of understanding (MoU) describes a bilateral or multilateral agreement between two or more parties. It expresses a convergence of will between the parties, indicating an intended common line of action. It is often used in cases where parties either do not imply a legal commitment or in situations where the parties cannot create a legally enforceable agreement.

Operating Expenses and Equipment (OE&E)

A category of a support appropriation that includes objects of expenditure such as general expenses, printing, communication, travel, data processing, equipment, and accessories for the equipment.

PERS (Public Employees' Retirement System)

Members of the Public Employees' Retirement System are typically employed by the state or by a county, city, town, public utility district, or local government entity.

Glossary Continued

Projected Expense

an estimate of the financial results you'll see from your business in a future period of time. It is often presented in the form of an income statement. To create a projected income statement, it's important to take into account revenues, cost of goods sold, gross profit and operating expenses.

Remediation

The action of remedying something, in particular of reversing or stopping environmental damage.

Revenue

Any addition to cash or other current assets (e.g., accounts receivables) that does not increase any liability or reserve and does not represent the reduction or recovery of expenditure (e.g., reimbursements/abatements). Revenues are a type of receipt generally derived from taxes, licenses, fees, or investment earnings. Revenues are deposited into a fund for future appropriation and are not available for expenditure until appropriated.

RFP

A request for proposal is a solicitation, often made through a bidding process, by an agency or company interested in procurement of a commodity, service, or valuable asset, to potential suppliers to submit business proposals.

Retrofit

add (a component or accessory) to something that did not have it when manufactured. Also, an act of adding a component or accessory to something that did not have it when manufactured.

Purchase Order

A document is issued to authorize a vendor or consultant to deliver specified merchandise or render a specified service for a stated estimated price.

SCADA

Supervisory Control and Data Acquisition generally refer to an industrial computer system that monitors and controls a process.

Operating and Capital Improvement Budget

*San Bernardino Municipal Water
Department*



TRUSTED, QUALITY SERVICE SINCE 1905

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