

ENTERPRISE FUNDS



This section contains the budgets for two of the City's enterprise funds. Two other enterprise funds for electric and water are located in the Burbank Water and Power section. These funds are used to account for operations financed and operated in a manner similar to a private business enterprise.

The funds in this section include:

Water Reclamation and Sewer Fund	Fund 494
Refuse Collection and Disposal Fund	Fund 498

Water Reclamation and Sewer Fund

Fund 494



The City's Water Reclamation Plant and Sewer System is run as a separate enterprise, funded exclusively by sewer connection fees and monthly charges. General Fund revenues are not used to support this fund's operations, which is administered by the Public Works Department.

ABOUT WATER RECLAMATION & SEWER FUND

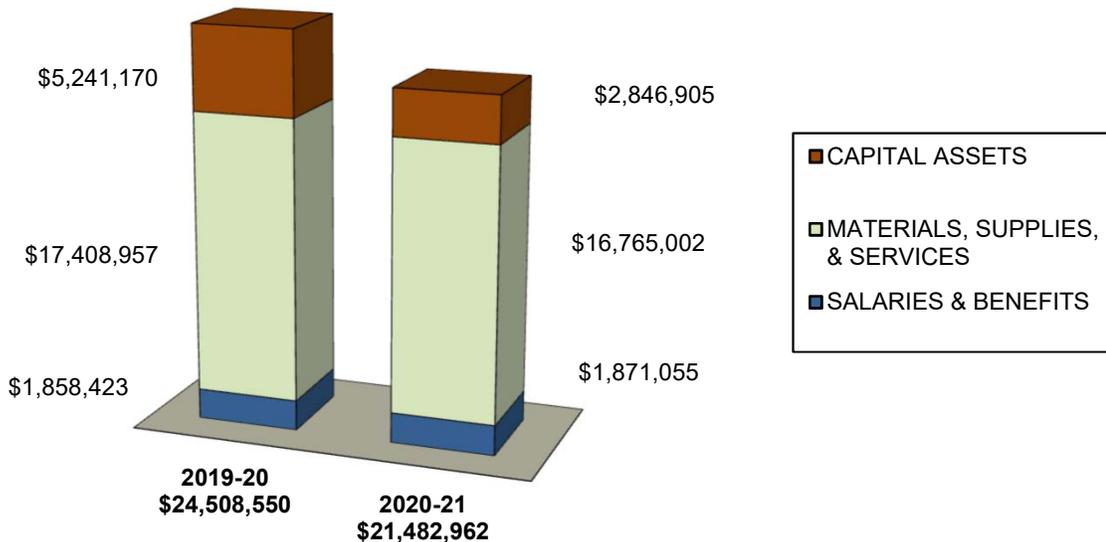
The Wastewater Systems Division, which administers the Water Reclamation and Sewer Fund, is comprised of four sections: Engineering and Design, Industrial Waste Permitting and Inspection, Plant Operations and Maintenance, and Collection System Maintenance. Engineering and Design and Collection System Maintenance are provided by City staff. Operation and maintenance of the City's Water Reclamation Plant, Industrial Waste Monitoring, and some aspects of enforcement are all provided by contracted professional services.

Other program functions consist of issuing sewer permits, collecting and updating sewer fees, preparing reports and studies relating to the City's Sewer Master Plan and infrastructure needs, repair of existing sewer infrastructure, and design/construction of new sewer infrastructure. Additionally, this division is responsible for answering and addressing customer billing inquiries, processing Sewer Lateral User Rebate Program (SLURP) rebates, and coordinating activities with the City of Los Angeles, state and federal regulating agencies.

FUND SUMMARY

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	11.547	11.897	11.897	
Total Revenue	\$ 19,709,874	\$ 19,454,680	\$ 19,412,107	\$ (42,573)
Salaries & Benefits	\$ 1,612,983	\$ 1,858,423	\$ 1,871,055	\$ 12,632
Materials, Supplies & Services	16,727,277	17,408,957	16,765,002	(643,955)
Capital Assets	1,127,236	5,241,170	2,846,905	(2,394,265)
TOTAL	\$ 19,467,496	\$ 24,508,550	\$ 21,482,962	\$ (3,025,588)

FUND SUMMARY



Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



The Engineering & Design Section provides for present and future needs of the community related to the collection, treatment, and disposal of residential, commercial and industrial wastewater in compliance with federal, state, and local regulatory agencies; coordinates with other public agencies and organizations for wastewater management and permitting; and organizes, plans, and performs all administrative, operational, and maintenance functions for wastewater related facilities and capital improvement projects.

OBJECTIVES

- Administer the operation and maintenance contract for the City's Water Reclamation Plant and associated facilities.
- Coordinate with other City departments on projects related to sewage collection, treatment, and disposal.
- Issue sewer/excavation permits for properties repairing an existing private sewer lateral or installing a new lateral connection.
- Answer and address customer billing inquiries.
- Process Sewer Lateral User Rebate Program (SLURP) rebates.
- Condition private development with industrial pretreatment (i.e., grease interceptor, clarifier) and sewer backwater valves.
- Coordinate with the City of Los Angeles for all activities related to contracts between Burbank and LA for the conveyance, treatment, and disposal of wastewater and waste sludge to the LA Wastewater Treatment System.
- Coordinate with U.S. Environmental Protection Agency (EPA), State and Regional Water Quality Control Boards and South Coast Air Quality Management District for regulations pertaining to the Burbank Water Reclamation Plant.
- Plan, design and execute capital improvement projects for present and future wastewater management facility needs.
- Perform all tasks related to the establishment and implementation of sewer service and facilities charges.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	2,447	2,797	2,797	
60001.0000 Salaries & Wages	\$ 291,326	\$ 302,467	\$ 310,162	\$ 7,695
60006.0000 Overtime - Non-Safety	-	3,255	3,255	
60012.0000 Fringe Benefits	37,477	50,056	51,109	1,053
60012.1008 Fringe Benefits:Retiree Benefits	1,742	1,900	2,117	217
60012.1509 Fringe Benefits:Employer Paid PERS	25,242	29,303	30,588	1,285
60012.1528 Fringe Benefits:Workers Comp	3,440	3,445	3,128	(317)
60012.1531 Fringe Benefits:PERS UAL	37,152	56,995	62,824	5,829
60020.0000 Projects Salaries	96,026	-	-	
60020.1000 Projects Salaries:Capitalized	(385)	-	-	
60021.0000 Projects Salaries Overhead	33,296	-	-	
60021.1000 Projects Salaries Overhead:Capitalized	(108)	-	-	
60022.0000 Car Allowance	673	-	-	
60027.0000 Payroll Taxes Non-Safety	4,310	4,386	4,497	111
60031.0000 Payroll Adjustments	940	-	-	
Salaries & Benefits	531,133	451,807	467,680	15,873

Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
62085.0000 Other Professional Services	\$ 210,542	\$ 310,000	\$ 360,000	\$ 50,000
62140.0000 Special Services	-	3,000	3,000	
62220.0000 Insurance	792,592	625,041	311,812	(313,229)
62235.0000 Services of Other Dept - Indirect	257,478	242,144	311,668	69,524
62240.0000 Services of Other Dept - Direct	977	976	598	(378)
62300.0000 Special Dept Supplies	751	1,500	1,500	
62420.0000 Books & Periodicals	-	200	200	
62475.0000 Fund 532 Vehicle Equip Rental Rate	33,707	40,980	21,738	(19,242)
62485.0000 Fund 535 Communications Rental Rate	17,205	18,089	18,058	(31)
62496.0000 Fund 537 Computer System Rental	47,130	63,420	29,571	(33,849)
62755.0000 Training	1,171	5,000	5,000	
62895.0000 Miscellaneous Expenses	324	1,000	1,000	
63005.0000 Depreciation-Buildings	331,176	57,441	-	(57,441)
63010.0000 Depreciation-Infrastructure	3,062	3,060	3,060	
Materials, Supplies & Services	1,696,114	1,371,851	1,067,205	(304,646)
Total Expenses	\$ 2,227,247	\$ 1,823,658	\$ 1,534,885	\$ (288,773)

Water Reclamation and Sewer Fund

Industrial Waste and Inspection Section



494.PW23B

The Industrial Waste Permitting & Inspection Section provides industrial/commercial wastewater management to fully comply with federal, state, and local regulations.

OBJECTIVES

- Develop and enforce the local pretreatment program and enforcement regulations in full conformance with the U.S. EPA, California Regional Water Quality Control Board, State Water Resources Control Board, and other local agency regulations.
- Coordinate with appropriate federal, state, and local agencies regarding industrial/commercial wastewater
- Administer the contract for field activities of the local pretreatment program/enforcement.
- Plan, develop, and execute industrial waste capital improvement projects.
- Coordinate and facilitate U.S. EPA Pretreatment Compliance inspections/audits.
- Comply with the National Pollution Discharge Elimination System (NPDES) MS4 and Industrial Storm Water permits.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	1,250	1,250	1,250	
60001.0000 Salaries & Wages	\$ 165,892	\$ 152,195	\$ 157,916	\$ 5,721
60006.0000 Overtime - Non-Safety	-	-	-	
60012.0000 Fringe Benefits	16,896	23,225	24,316	1,091
60012.1008 Fringe Benefits:Retiree Benefits	923	971	945	(26)
60012.1509 Fringe Benefits:Employer Paid PERS	13,571	14,745	15,311	566
60012.1528 Fringe Benefits:Workers Comp	1,905	1,659	1,453	(206)
60012.1531 Fringe Benefits:PERS UAL	26,100	31,515	32,778	1,263
60020.0000 Projects Salaries	78,495	-	-	
60020.1000 Projects Salaries:Capitalized	(19,055)	-	-	
60021.0000 Projects Salaries Overhead	15,436	-	-	
60021.1000 Projects Salaries Overhead:Capitalize	(4,423)	-	-	
60027.0000 Payroll Taxes Non-Safety	2,410	2,207	2,290	83
60031.0000 Payroll Adjustments	177	-	-	
Salaries & Benefits	298,326	226,517	235,009	8,492
62085.0000 Other Professional Services	\$ 58,972	\$ 170,000	\$ 170,000	
62170.0000 Private Contractual Services	1,607,143	1,685,034	1,757,653	72,619
62235.0000 Services of Other Dept - Indirect	96,157	89,957	105,223	15,266
62420.0000 Books & Periodicals	-	1,000	1,000	
62435.0000 General Equipment Maint & Repair	103,925	186,882	17,256	(169,626)
62496.0000 Fund 537 Computer System Rental	4,722	3,943	4,905	962
62700.0000 Memberships & Dues	8,332	22,515	22,515	
62895.0000 Miscellaneous Expenses	23	200	200	
Materials, Supplies & Services	1,879,275	2,159,531	2,078,752	(80,779)
Total Expenses	\$ 2,177,601	\$ 2,386,048	\$ 2,313,761	\$ (72,287)

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



The Plant Operations and Maintenance Section provides the treatment and disposal of residential, commercial, and industrial wastewater generated in the City and protects the receiving water quality.

OBJECTIVES

- Treat approximately 8 million gallons per day of industrial, commercial, and residential wastewater at the City's Water Reclamation Plant.
- Produce a consistent reliable source of recycled water for City use.
- Oversee contract operation of the City's Water Reclamation Plant.
- Coordinate with U.S. EPA, State Water Resources Control Board, and California Regional Water Quality Control Board relative to obtaining and complying with necessary permits, reporting requirements, etc.
- Evaluate, plan, design, and execute capital improvement projects needed to meet the City's Water Reclamation Plant NPDES permit requirements.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	0.850	0.850	0.850	
60001.0000 Salaries & Wages	\$ 118,730	\$ 119,618	\$ 125,023	\$ 5,405
60012.0000 Fringe Benefits	16,354	16,705	17,336	631
60012.1008 Fringe Benefits:Retiree Benefits	588	660	643	(17)
60012.1509 Fringe Benefits:Employer Paid PERS	10,262	11,589	12,027	438
60012.1528 Fringe Benefits:Workers Comp	1,533	1,304	1,150	(154)
60012.1531 Fringe Benefits:PERS UAL	16,980	23,601	24,786	1,185
60020.0000 Projects Salaries	(88,338)	-	-	
60020.1000 Projects Salaries:Capitalized	19,439	-	-	
60021.0000 Projects Salaries Overhead	(24,771)	-	-	
60021.1000 Projects Salaries Overhead:Capitalized	4,531	-	-	
60027.0000 Payroll Taxes Non-Safety	1,688	1,734	1,813	79
60031.0000 Payroll Adjustments	177	-	-	
Salaries & Benefits	77,173	175,211	182,778	7,567
62000.0000 Utilities	\$ 560,817	\$ 850,000	\$ 850,000	
62085.0000 Other Professional Services	23,264	120,000	220,000	100,000
62135.0000 Governmental Services	3,500,000	3,385,575	3,108,900	(276,675)
62170.0000 Private Contractual Services	2,542,811	2,777,283	3,161,671	384,388
62230.0000 PSD Billing Service	910,000	910,000	910,000	
62235.0000 Services of Other Dept - Indirect	318,454	278,404	315,327	36,923
62316.0000 Software & Hardware	-	12,000	12,000	
62420.0000 Books & Periodicals	-	150	150	
62435.0000 General Equipment Maint & Repair	107,798	93,200	95,400	2,200
62475.0000 Fund 532 Vehicle Equip Rental Rate	8,643	7,399	11,507	4,108
62496.0000 Fund 537 Computer System Rental	11,794	8,019	8,249	230
62735.0000 Emission Credits	137,989	170,000	190,000	20,000
62820.0000 Bond Interest & Redemption	336,188	295,625	249,625	(46,000)
62825.0000 Bond Issuance Costs	(121,878)	(117,381)	(110,630)	6,751
62830.0000 Bank Service Charges	1,800	-	-	
62830.1000 Credit Card Merchant Fees	6,408	14,000	14,000	

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
62895.0000 Miscellaneous Expenses	16	150	150	
63000.0000 Depreciation-Land	315,724	315,720	271,384	(44,336)
63005.0000 Depreciation-Buildings	922,686	922,680	751,060	(171,620)
63010.0000 Depreciation-Infrastructure	1,012,310	1,012,320	1,021,476	9,156
63015.0000 Depreciation-Machinery & Equipment	290,546	260,448	278,448	18,000
63020.0000 Depreciation-Interest In Other Fac	816,341	816,336	816,336	
63025.0000 Depreciation-Other Utility Assets	15,602	15,600	15,600	
Materials, Supplies & Services	11,717,312	12,147,528	12,190,653	43,125
15022.0000 Buildings-Work In Progress	\$ 251,544	\$ 889,170	\$ 953,605	\$ 64,435
15032.0000 Infrastructure-Work In Progress	875,692	3,400,000	800,000	(2,600,000)
15052.0000 Interest in Other Fac-Work in Progress	-	797,000	938,300	141,300
Capital Assets	1,127,236	5,086,170	2,691,905	(2,394,265)
Total Expenses	\$ 12,921,721	\$ 17,408,909	\$ 15,065,336	\$ (2,343,573)

Water Reclamation and Sewer Fund

Sewer Maintenance Program

494.PW23D



Collection System Maintenance consists of a seven person sewer crew and four vehicles: a combo vactor-jet truck, a jet truck, a CCTV inspection van, and a pickup truck. The crew cleans approximately all 230 miles of the City's sewer collection system each year and video inspects approximately 45 miles per year.

OBJECTIVES

- Clean 230 miles of the City's sewer system.
- Respond to all reported sewer stoppages.
- Check and clean the Mariposa pump house twice a month.
- Check and clean various trouble areas, siphons, manholes, restaurants, and mainlines with root problems on a monthly basis.
- Oversee the sewer maintenance hole pest prevention spraying efforts.
- Repair and remodel manholes, and construct and repair sewer and drainage lines.
- Check five stormwater pump houses before and during storms for operational readiness.
- Video inspect main sewer lines for damage assessment.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	7,000	7,000	7,000	
60001.0000 Salaries & Wages	\$ 453,628	\$ 525,390	\$ 522,391	\$ (2,999)
60006.0000 Overtime - Non-Safety	5,260	32,906	32,906	
60012.0000 Fringe Benefits	83,648	112,304	115,907	3,603
60012.1008 Fringe Benefits:Retiree Benefits	4,186	5,435	5,293	(142)
60012.1509 Fringe Benefits:Employer Paid PERS	38,008	50,900	53,880	2,980
60012.1528 Fringe Benefits:Workers Comp	67,830	69,351	61,433	(7,918)
60012.1531 Fringe Benefits:PERS UAL	90,372	82,984	91,803	8,819
60012.1532 Fringe Benefits:PERS UAL One-Time	-	118,000	94,400	(23,600)
60015.0000 Wellness Program Reimbursement	654	-	-	
60020.0000 Projects Salaries	49,388	-	-	
60021.0000 Projects Salaries Overhead	23,183	-	-	
60031.0000 Payroll Adjustments	699	-	-	
60027.0000 Payroll Taxes Non-Safety	6,761	7,618	7,575	(43)
Salaries & Benefits	823,618	1,004,888	985,588	(19,300)
62000.0000 Utilities	\$ -	\$ 34,000	\$ 34,000	
62135.1011 Govt Svcs:Sewer Rebate	10,277	13,300	13,300	
62170.0000 Private Contractual Services	205,568	500,000	600,000	100,000
62235.0000 Services of Other Dept - Indirect	899,944	917,293	480,714	(436,579)
62300.0000 Special Dept Supplies	10,014	22,550	22,550	
62380.0000 Chemicals	-	10,900	10,900	
62405.0000 Uniforms & Tools	2,998	3,300	3,300	
62435.0000 General Equipment Maint & Repair	29,035	43,326	43,326	
62475.0000 Fund 532 Vehicle Equip Rental Rate	72,960	61,811	68,628	6,817
62485.0000 Fund 535 Communications Rental Rate	11,812	11,295	11,273	(22)
62496.0000 Fund 537 Computer System Rental	147,564	86,112	123,157	37,045
62700.0000 Memberships & Dues	8,859	1,500	1,500	
62755.0000 Training	1,872	6,000	6,000	
63010.0000 Depreciation-Infrastructure	350	348	348	
63015.0000 Depreciation-Machinery & Equipment	33,297	18,312	9,396	(8,916)
Materials, Supplies & Services	1,434,550	1,730,047	1,428,392	(301,655)
15032.0000 Infrastructure-Work In Progress	\$ -	\$ 30,000	\$ 30,000	
15042.0000 Machinery & Equip-Work in Progress	-	125,000	125,000	
Capital Assets	-	155,000	155,000	
Total Expenses	\$ 2,258,168	\$ 2,889,935	\$ 2,568,980	\$ (320,955)

Water Reclamation and Sewer Fund Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS FY2018-19	STAFF YEARS FY2019-20	STAFF YEARS FY2019-20	CHANGE FROM PRIOR YEAR
ADM ANALYST II (M)	0.097	0.097	0.097	
ADM OFCR	0.100	0.100	0.100	
AST PW DIR-WASTEWTR SYS	1.000	1.000	1.000	
CHIEF AST PW DIR-CTY ENG	0.150	0.150	0.150	
CIVIL ENGNRG ASSOC	1.000	1.000	1.000	
CIVIL ENGNRG AST	1.000	1.000	1.000	
COLLECTION SYS JOURNEYMAN	3.000	3.000	3.000	
COLLECTION SYS SUPV	1.000	1.000	1.000	
COLLECTION SYS WKR	3.000	3.000	3.000	
EXEC AST	0.100	0.100	0.100	
FINANCIAL ANALYST (Z)	0.000	0.250	0.250	
PRIN CIVIL ENG (M)	1.000	1.000	1.000	
SR ADM ANALYST (M)	0.000	0.100	0.100	
SR CLK	0.100	0.100	0.100	
TOTAL STAFF YEARS	11.547	11.897	11.897	

Refuse Collection and Disposal Fund

Fund 498



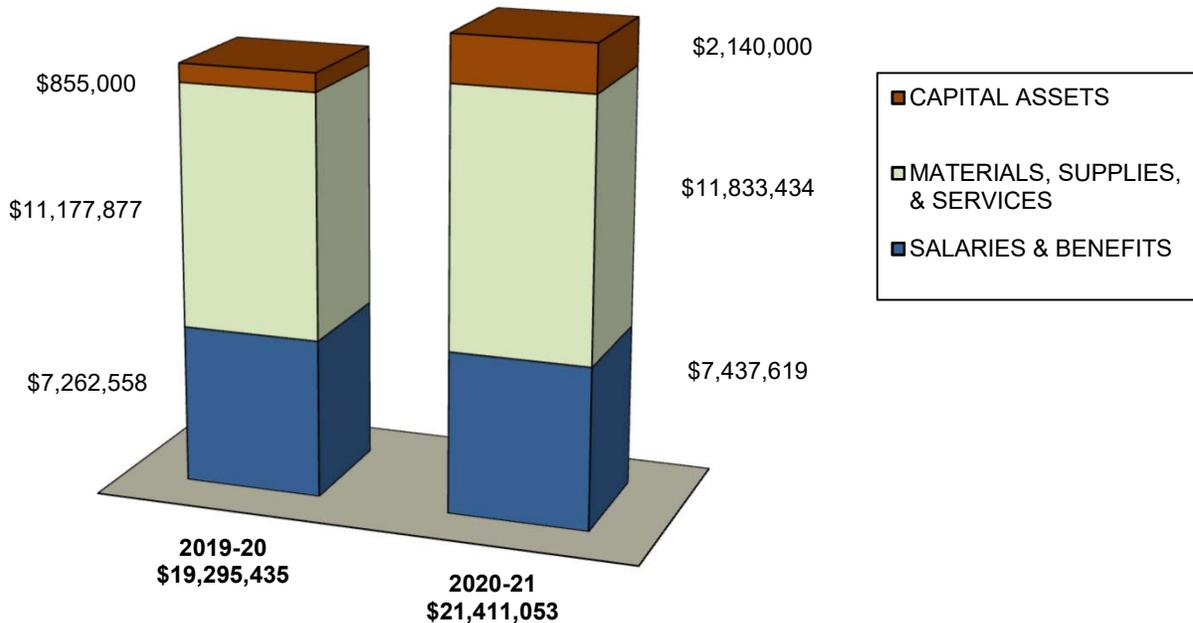
The Refuse Collection and Disposal Fund consists of four sections: Refuse Collection, Refuse Disposal (which includes Landfill Engineering and Operations), Street Sweeping, and Recycling. Revenues are generated from user fees charged to all residents and commercial/industrial users.

Information on Refuse Fund debt service obligations and schedules can be found in the Budget Summaries section under Outstanding Bonded Debt Service Requirements.

FUND SUMMARY

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	62.471	62.821	62.851	0.030
Total Revenue	<u>\$ 19,847,431</u>	<u>\$ 18,131,000</u>	<u>\$ 18,361,500</u>	<u>\$ 230,500</u>
Salaries & Benefits	\$ 6,143,173	\$ 7,262,558	\$ 7,437,619	\$ 175,061
Materials, Supplies & Services	11,198,782	11,177,877	11,833,434	655,557
Capital Assets	2,654,040	855,000	2,140,000	1,285,000
Capital Expenses	97,500	-	-	
TOTAL	<u>\$ 20,093,495</u>	<u>\$ 19,295,435</u>	<u>\$ 21,411,053</u>	<u>\$ 2,115,618</u>

FUND SUMMARY



Refuse Collection and Disposal Fund



Refuse Collection Section

498.PW31A

The Refuse Collection Section is responsible for servicing all single family residential units, approximately 60 percent of the multi-family residential units in the City, and 10 percent of all commercial/industrial customers in the City. Collection services include refuse, greenwaste, recyclables, and bulky items.

OBJECTIVES

- Maintain the City's high rate of solid waste diversion through the development and implementation of source reduction, recycling, and greenwaste collection programs.
- Provide excellent customer service while safely collecting refuse, greenwaste, recyclables, and bulky items, and disposing waste at appropriate receiving facilities.
- Maintain accurate and retrievable records related to refuse, greenwaste, and recycling collection.

CHANGES FROM PRIOR YEAR

The Refuse Collection Division was reorganized in FY 2020-21. A Utility Worker position previously funded 100 percent by the General Fund is now 47 percent funded by the Refuse Fund and 53 percent funded by the Vehicle Equipment Replacement Fund. A Skilled Worker position previously funded 50 percent by the Refuse Fund and 50 percent by the Vehicle Equipment Replacement Fund is now 6 percent funded by the Refuse Fund and 94 percent funded by the General Fund. The Utility Worker may assist staff with repairing and maintaining Refuse equipment and the Skilled Worker may assist Refuse staff with more complex maintenance and repair tasks.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	45.471	45.821	45.851	0.030
60001.0000 Salaries & Wages	\$ 2,467,457	\$ 2,919,955	\$ 3,024,324	\$ 104,369
60006.0000 Overtime - Non-Safety	64,833	39,167	39,167	
60012.0000 Fringe Benefits	576,357	691,362	713,108	21,746
60012.1008 Fringe Benefits:Retiree Benefits	27,108	35,304	34,783	(521)
60012.1509 Fringe Benefits:Employer Paid PERS	208,766	275,069	304,394	29,325
60012.1528 Fringe Benefits:Workers Comp	315,092	307,222	291,857	(15,365)
60012.1531 Fringe Benefits:PERS UAL	424,104	470,236	514,573	44,337
60012.1532 Fringe Benefits:PERS UAL One-Time	-	420,000	336,000	(84,000)
60015.0000 Wellness Program Reimbursement	1,493	-	-	
60020.0000 Projects Salaries	48,277	-	-	
60021.0000 Projects Salaries Overhead	19,908	-	-	
60023.0000 Uniform and Tool Allowance	1,848	-	-	
60027.0000 Payroll Taxes Non-Safety	34,015	42,339	43,853	1,514
60031.0000 Payroll Adjustments	4,066	-	-	
Salaries & Benefits	4,193,886	5,200,654	5,302,059	101,405
62135.0000 Governmental Services	\$ 129	\$ 13,450	\$ 13,500	\$ 50
62140.0000 Special Services	85	-	-	
62170.0000 Private Contractual Services	272,778	276,511	280,000	3,489
62170.1001 Temp Staffing	261,615	-	-	
62220.0000 Insurance	164,181	141,817	186,018	44,201
62230.0000 PSD Billing Service	940,000	980,205	980,205	
62235.0000 Services of Other Dept - Indirect	1,070,923	924,283	1,236,263	311,980
62240.0000 Services of Other Dept - Direct	5,275	5,281	4,279	(1,002)
62300.0000 Special Dept Supplies	99,813	138,500	130,000	(8,500)
62300.1009 Sp Dept Supplies:Refuse Containers	81,995	100,000	88,000	(12,000)
62310.0000 Office Supplies, Postage & Printing	1,928	3,000	1,000	(2,000)

Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
62405.0000 Uniforms & Tools	9,959	10,780	10,780	
62440.0000 Office Equip Maint & Repair	4,936	9,260	9,260	
62475.0000 Fund 532 Vehicle Equip Rental Rate	1,313,324	1,317,510	1,030,222	(287,288)
62485.0000 Fund 535 Communications Rental Rate	55,143	62,123	62,000	(123)
62496.0000 Fund 537 Computer System Rental	89,134	108,859	142,797	33,938
62700.0000 Memberships & Dues	420	756	756	
62710.0000 Travel	-	500	500	
62755.0000 Training	85	9,000	5,000	(4,000)
63000.0000 Depreciation-Land	2,473	2,472	2,472	
63010.0000 Depreciation-Infrastructure	4,066	4,068	4,068	
63035.0000 Depreciation-Vehicles	950,732	952,772	943,272	(9,500)
Materials, Supplies & Services	5,328,993	5,061,147	5,130,392	69,245
15101.0000 Vehicles - Clearing	\$ 1,831,869	\$ 55,000	\$ 440,000	\$ 385,000
Capital Assets	1,831,869	55,000	440,000	385,000
Total Expenses	\$ 11,354,748	\$ 10,316,801	\$ 10,872,451	\$ 555,650

Refuse Collection and Disposal Fund

Refuse Disposal Section



The Refuse Disposal Section operates the City's landfill in accordance with federal, state, county, and local regulations and permits. Based on the present rate of disposal, the permitted landfill capacity is designed to last until the year 2120.

OBJECTIVES

- Maintain safe and adequate landfill operations.
- Compact and cover refuse each day with alternative daily cover (reusable tarps).
- Maintain all records, complete all reports, and comply with permit conditions required by agencies that regulate the landfill.
- Maintain landscaping and irrigation improvements as required by the Conditional Use Permit and the Regional Water Quality Control Board.
- Expand the landfill gas collection system in Landfill No. 3 and operate and maintain the landfill gas collection system.
- Provide landfill gas emissions monitoring, testing, analysis, and reporting.
- Provide groundwater and surface water quality monitoring, including sampling, analysis, and reporting.
- Operate the City's greenwaste transfer site at the landfill.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	5,000	5,000	5,000	
60001.0000 Salaries & Wages	\$ 363,849	\$ 396,904	\$ 414,843	\$ 17,939
60006.0000 Overtime - Non-Safety	14,965	19,977	19,977	
60012.0000 Fringe Benefits	86,512	81,450	84,745	3,295
60012.1008 Fringe Benefits:Retiree Benefits	3,510	3,882	3,781	(101)
60012.1509 Fringe Benefits:Employer Paid PERS	32,202	38,452	42,588	4,136
60012.1528 Fringe Benefits:Workers Comp	39,204	40,990	37,387	(3,603)
60012.1531 Fringe Benefits:PERS UAL	57,540	71,393	77,778	6,385
60015.0000 Wellness Program Reimbursement	450	-	-	
60020.0000 Projects Salaries	898	-	-	
60021.0000 Projects Salaries Overhead	413	-	-	
60027.0000 Payroll Taxes Non-Safety	4,200	5,755	6,015	260
60031.0000 Payroll Adjustments	2,348	-	-	
Salaries & Benefits	606,091	658,803	687,114	28,311
62000.0000 Utilities	\$ 87,381	\$ 105,000	\$ 100,000	\$ (5,000)
62135.0000 Governmental Services	111,697	127,000	110,000	(17,000)
62140.0000 Special Services	85	-	-	
62170.0000 Private Contractual Services	968,902	1,200,000	1,200,000	
62235.0000 Services of Other Dept - Indirect	322,059	297,137	354,806	57,669
62300.0000 Special Dept Supplies	10,390	15,000	15,000	
62405.0000 Uniforms & Tools	1,737	2,000	2,000	
62475.0000 Fund 532 Vehicle Equip Rental Rate	437,775	439,170	343,407	(95,763)
62496.0000 Fund 537 Computer System Rental	12,863	11,876	16,200	4,324
62700.0000 Memberships & Dues	253	650	650	
62710.0000 Travel	-	500	500	
62755.0000 Training	485	2,750	2,750	
62820.0000 Bond Interest & Redemption	80,225	61,888	39,500	(22,388)
62825.0000 Bond Issuance Costs	(54,203)	(68,863)	(23,532)	45,331
62830.0000 Bank Service Charges	4,000	3,955	3,955	
62830.1000 Credit Card Merchant Fees	513	-	-	
62920.0000 Trust Fund Set Aside	698,685	575,000	575,000	
63000.0000 Depreciation-Land	74,101	74,100	74,100	

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
63005.0000 Depreciation-Buildings	475	480	480	
63010.0000 Depreciation-Infrastructure	69,657	69,648	69,648	
63035.0000 Depreciation-Vehicles	339,706	294,495	360,504	66,009
Materials, Supplies & Services	3,166,786	3,211,786	3,244,968	33,182
15101.0000 Vehicles - Clearing	\$ 763,966	\$ -	\$ 1,050,000	\$ 1,050,000
15032.0000 Infrastructure-Work In Progress	-	800,000	150,000	(650,000)
Capital Assets	763,966	800,000	1,200,000	400,000
Total Expenses	\$ 4,536,843	\$ 4,670,589	\$ 5,132,082	\$ 461,493

Refuse Collection and Disposal Fund

Recycling Section

498.PW31C



The Recycling Section activities include the curbside collection of recyclables for single-family residential, a portion of multi-family residential, and commercial recycling collection. This section also provides public education and outreach on numerous environmental issues, operating several other recycling programs such as used oil recycling, e-waste recycling, battery and fluorescent bulb diversion, and composting. The operation to process recyclables at the Recycle Center is conducted by a private contractor and administered by the Street and Sanitation Division, while in-house City staff conducts the public outreach and administers the other recycling programs.

OBJECTIVES

- Continue the Source Reduction and Recycling Element, as required by the California Integrated Waste Management Act of 1989. Work with the business community to assist them in developing recycling and source reduction plans as mandated by AB 341, AB 1826, and AB 1383.
- Continue a comprehensive public awareness program to inform residents about recycling of solid waste and household hazardous waste.
- Operate the Learning Center area with "hands on" exhibits and displays at the Recycle Center. Increase recycling goals to reduce the waste deposited in the landfill by targeting businesses to raise the overall level of business recycling.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	6,000	6,000	6,000	
60001.0000 Salaries & Wages	\$ 435,973	\$ 463,413	\$ 478,300	\$ 14,887
60006.0000 Overtime - Non-Safety	224	4,000	4,000	
60012.0000 Fringe Benefits	92,615	101,758	106,232	4,474
60012.1008 Fringe Benefits:Retiree Benefits	4,446	4,659	4,537	(122)
60012.1509 Fringe Benefits:Employer Paid PERS	39,024	44,895	46,966	2,071
60012.1528 Fringe Benefits:Workers Comp	19,633	19,859	19,246	(613)
60012.1531 Fringe Benefits:PERS UAL	74,856	85,973	94,255	8,282
60015.0000 Wellness Program Reimbursement	225	-	-	
60020.0000 Projects Salaries	538	-	-	
60020.1000 Projects Salaries:Capitalized	(19,775)	-	-	
60021.1000 Projects Salaries Overhead:Capitalized	(11,639)	-	-	
60027.0000 Payroll Taxes Non-Safety	6,188	6,719	6,935	216
60031.0000 Payroll Adjustments	6,913	-	-	
Salaries & Benefits	649,221	731,276	760,471	29,195
62170.0000 Private Contractual Services	\$ 1,429,841	\$ 1,373,317	\$ 1,792,000	\$ 418,683
62170.1012 Pop Up Repairs	-	-	15,000	15,000
62235.0000 Services of Other Dept - Indirect	338,700	352,161	417,277	65,116
62300.0000 Special Dept Supplies	49,581	51,250	50,000	(1,250)
62310.0000 Office Supplies, Postage & Printing	1,030	16,000	16,000	
62405.0000 Uniforms & Tools	788	1,100	1,100	
62420.0000 Books & Periodicals	-	450	450	
62485.0000 Fund 535 Communications Rental Rate	12,198	12,568	12,556	(12)
62496.0000 Fund 537 Computer System Rental	22,673	26,780	28,479	1,699
62700.0000 Memberships & Dues	3,000	6,500	6,300	(200)
62710.0000 Travel	-	1,350	1,350	
62755.0000 Training	100	3,750	3,750	
62895.0000 Miscellaneous Expenses	225	-	-	
63005.0000 Depreciation-Buildings	5,275	5,268	5,268	
63035.0000 Depreciation-Vehicles	5,016	2,736	6,636	3,900
Materials, Supplies & Services	1,868,426	1,853,230	2,356,166	502,936
15022.0000 Buildings-Work In Progress	\$ 58,205	\$ -	\$ 500,000	\$ 500,000
Capital Assets	58,205	-	500,000	500,000
Total Expenses	\$ 2,575,852	\$ 2,584,506	\$ 3,616,637	\$ 1,032,131

Refuse Collection and Disposal Fund

Street Sweeping Section

498.PW32C



The Street Sweeping Section is responsible for sweeping the streets in the industrial, commercial, and residential areas of the City. This Section also manages the transportation of debris from street dumping sites to the greenwaste recycler.

OBJECTIVES

- Sweep 44,000 curb miles of City streets and alleys annually.
- Remove sweeper debris and haul it to the landfill for recycling.
- Meet State requirements to provide an acceptable level of street and alley sweeping.

	EXPENDITURES FY2018-19	BUDGET FY2019-20	BUDGET FY2020-21	CHANGE FROM PRIOR YEAR
Staff Years	6,000	6,000	6,000	
60001.0000 Salaries & Wages	\$ 355,149	\$ 405,563	\$ 412,614	\$ 7,051
60006.0000 Overtime - Non-Safety	451	1,044	1,044	
60012.0000 Fringe Benefits	80,081	93,068	95,963	2,895
60012.1008 Fringe Benefits:Retiree Benefits	3,822	4,659	4,537	(122)
60012.1509 Fringe Benefits:Employer Paid PERS	31,366	39,291	43,551	4,260
60012.1528 Fringe Benefits:Workers Comp	54,513	53,534	48,523	(5,011)
60012.1531 Fringe Benefits:PERS UAL	62,988	68,785	75,760	6,975
60015.0000 Wellness Program Reimbursement	675	-	-	
60020.0000 Projects Salaries	61,737	-	-	
60021.0000 Projects Salaries Overhead	30,876	-	-	
60027.0000 Payroll Taxes Non-Safety	5,029	5,881	5,983	102
60031.0000 Payroll Adjustments	-	-	-	
Salaries & Benefits	686,686	671,825	687,975	16,150
62000.0000 Utilities	\$ 13,824	\$ 91,320	\$ 91,320	
62235.0000 Services of Other Dept - Indirect	53,779	295,275	220,678	(74,597)
62300.0000 Special Dept Supplies	8,077	4,300	4,300	
62475.0000 Fund 532 Vehicle Equip Rental Rate	765,767	639,562	758,950	119,388
62496.0000 Fund 537 Computer System Rental	9,478	18,357	23,760	5,403
62755.0000 Training	-	2,500	2,500	
Materials, Supplies & Services	850,924	1,051,714	1,101,908	50,194
Total Expenses	\$ 1,537,610	\$ 1,723,539	\$ 1,789,883	\$ 66,344

Refuse Collection and Disposal Fund

Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS FY2018-19	STAFF YEARS FY2019-20	STAFF YEARS FY2020-21	CHANGE FROM PRIOR YEAR
ADM OFCR	0.190	0.190	0.190	
AST PW DIR-STR&SANT	0.350	0.350	0.350	
CEMENT FINISHER	0.050	0.050	0.050	
CHIEF AST PW DIR-CTY ENG	0.125	0.125	0.125	
EXEC AST	0.100	0.100	0.100	
FINANCIAL ANALYST (Z)	0.000	0.250	0.250	
FLEET MAINT TECH	3.141	3.141	3.141	
FLEET SRVS SUPV	0.300	0.300	0.300	
FLEET SUPT	0.150	0.150	0.150	
HEAVY EQUIP OP	2.300	2.300	2.300	
HEAVY TRUCK DRIVER	1.300	1.300	1.300	
INTERMEDIATE CLK	2.000	2.000	2.000	
LANDFILL LEADWKR	1.000	1.000	1.000	
LANDFILL SUPV	1.000	1.000	1.000	
MOTOR SWEEPER OP	5.000	5.000	5.000	
PW JOURNEYMAN	0.100	0.100	0.100	
PW SUPV	1.050	1.050	1.050	
RECYCLING CORD	1.000	1.000	1.000	
RECYCLING SPECIALIST	1.000	1.000	1.000	
SKILLED WKR	0.500	0.500	0.060	-0.440
SOLID WASTE LEADWKR	1.000	1.000	1.000	
SOLID WASTE SUPV	2.000	2.000	2.000	
SOLID WASTE TRUCK OP	25.743	25.743	25.743	
SOLID WASTE UTILITY WKR	2.000	2.000	2.000	
SR ADM ANALYST (M)	1.000	1.100	1.100	
SR CLK	3.000	3.000	3.000	
SR FLEET MAINT TECH	1.000	1.000	1.000	
SR SEC	1.000	1.000	1.000	
STR MAINT LEADWKR	0.050	0.050	0.050	
TIRE MAINT WKR	0.319	0.319	0.319	
UTILITY WKR	4.000	4.000	4.470	0.470
WELDER	0.203	0.203	0.203	
WK TRAINEE I	0.500	0.500	0.500	
TOTAL STAFF YEARS	62.471	62.821	62.851	0.030

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