

# BUDGET ADJUSTMENT REQUEST

Increase or Decrease in Both Revenues and Expenses

Fiscal Year: 2019-2020

Date: 08/06/20  
 Division: Napa Sanitation District  
 Prepared By: Cyndi Bolden  
 Phone: 707.258.6001

Board # (If Appl): MR 20-015  
 Budget Journal ID: NSD013  
 Journal Entry ID:  
 Date Posted:

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
Revenue Accts						
Adjustment Totals					0.00	0.00

Expense Accts						
7800	7800005	54600		Depreciation	10,000,000.00	
Adjustment Totals					10,000,000.00	0.00

Justification: Create budget for depreciation expense.

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.  08/06/2020 Date  Department Head	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.  Date  Auditor-Controller	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove Date Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 ) County Executive Officer	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove Date Agenda Item Clerk of the Board of Supervisors

**RESOLUTION NO. 20-015**

**RESOLUTION OF THE NAPA SANITATION DISTRICT  
ADOPTING A BUDGET AMENDMENT REPRESENTING FY 2019/2020  
ADJUSTMENTS FOR DEPRECIATION EXPENSE.**

**WHEREAS**, the Board of Directors of the Napa Sanitation District is charged with the duty of adopting an annual budget; and

**WHEREAS**, the Board of Directors of the Napa Sanitation District adopted Resolution No. 19-011 on June 5, 2019, adopting a Budget and Capital Improvement Program for Fiscal Year 2019/2020; and

**WHEREAS**, the Board of Directors of the Napa Sanitation District adopted Resolution No. 19-014 on July 17, 2019, adopting a Budget Amendment Representing Operating and Capital Appropriation Carry Forwards From FY 2018/19 to FY 2019/20; and

**WHEREAS**, the Board of Directors of the Napa Sanitation District wishes to amend the FY 2019/20 Operating Budget to post the estimated depreciation expense in the amount of \$10,000,000; and

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors, as the governing body of the Napa Sanitation District, has determined the Operating Budget be amended to \$40,075,950 and be hereby adopted as part of the Amended Operating and Capital Budget for the Napa Sanitation District for FY 2019/20.

I hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Napa Sanitation District, at its regularly scheduled meeting on the 5<sup>th</sup> day of August 2020, by the following vote:

AYES: GRAVES, GREGORY, LUKOS, MOTT, TEHEL

NOES: NONE

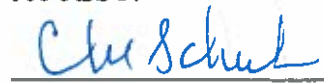
ABSENT: NONE

ABSTAIN: NONE

APPROVED:

  
\_\_\_\_\_  
Vice-Chair, Board of Directors  
Napa Sanitation District

ATTEST:

  
\_\_\_\_\_  
Secretary of the Board  
Napa Sanitation District

# BUDGET ADJUSTMENT REQUEST

Increase or Decrease in Both Revenues and Expenses

Fiscal Year: 2020-2021

Date: 08/06/20  
 Division: Napa Sanitation District  
 Prepared By: Cyndi Bolden  
 Phone: 707.258.6001

Board # (If Appl): MR 20-014  
 Budget Journal ID: NSD001  
 Journal Entry ID:  
 Date Posted:

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
<b>Revenue Accts</b>						
Adjustment Totals					0.00	0.00

<b>Expense Accts</b>						
7800	7810000	55500	13705	I&I Reduction Program	210,500.00	
7800	7810000	55400	13735	Dual Fuel Boiler Burner	55,750.00	
7800	7810000	55500	13745	Pond 1 Dredge	1,943,750.00	
7800	7810000	55500	14703	Browns Valley Rd & First St	5,733,950.00	
7800	7810000	55400	15707	DAFT Overflow Pumps (2)	11,900.00	
7800	7810000	55400	16712	Primary Clarifier Mech Struct	390,200.00	
7800	7810000	55300	17711	West Napa PS - Rehab	4,546,450.00	
7800	7810000	55300	17726	Headworks Equip Rehab/Rplcmnt	240,700.00	
7800	7810000	55400	18702	Coll Sys Asset Mgmt Software	216,600.00	
7800	7810000	55400	18720	Neuros Blowers Rebuild	64,300.00	
7800	7810000	55400	18722	FOG Station Water Heater	25,000.00	
7800	7810000	55400	18729	SCADA MP Proj 1 Ntwk Mntng	46,200.00	
7800	7810000	55253	18731	Coombsville Truck Fill Station	112,100.00	
7800	7810000	55400	18740	Treatment Plant Project 2019	64,850.00	
7800	7810000	55500	19701	66-inch Trunk Rehab	4,086,550.00	
7800	7810000	55500	19703	Sewer System I&I 2020	2,341,400.00	
7800	7810000	55400	19705	Stonecrest PS Pump Rebuild	24,850.00	
7800	7810000	55400	19708	Rotork Actuator Rplcmnt	75,900.00	
7800	7810000	55400	19709	Polymer Tank Rplcmnt	10,000.00	
7800	7810000	55400	19710	12kV Redundant Line	83,650.00	
7800	7810000	55400	19715	ARV Rplcmnt	4,750.00	
7800	7810000	55400	19718	SCADA MP PH 5 Security Stdy	51,850.00	
7800	7810000	55400	19723	AV Sys Rplcmnt - Conf Rms	20,000.00	
7800	7810000	55500	19727	Coll Sys Master Plan	100,000.00	
7800	7810000	55500	20703	2021 Collection System Rehab	16,550.00	
7800	7810000	55500	20706	WWTP Master Plan	950.00	
7800	7810000	55500	20707	Pond Levee Repair	9,150.00	
7800	7810000	55300	20708	2020 Treatment Plant Imprvmnts	1,407,600.00	

**BUDGET ADJUSTMENT REQUEST**  
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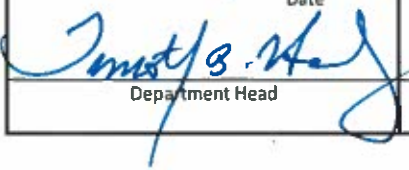
Fiscal Year: **2020-2021**

Date: 08/06/20  
 Division: Napa Sanitation District  
 Prepared By: Cyndi Bolden  
 Phone: 707.258.6001

Board # (If Appl): MR 20-014  
 Budget Journal ID: NSD001  
 Journal Entry ID: \_\_\_\_\_  
 Date Posted: \_\_\_\_\_

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
7800	7810000	55400	20709	AB Caustic Pumps & Enclosure	68,600.00	
7800	7810000	55400	20710	Septage Pump & Motor Rplcmnt	4,950.00	
7800	7810000	55400	20711	Marsh-to-Pond PS Upgrade	87,550.00	
7800	7810000	55400	20712	Grit Pump Rebuild	5,000.00	
7800	7810000	55400	20713	Elevator Control Update	400,000.00	
7800	7810000	55400	20715	Concrete Pipe Chase Covers	80,000.00	
7800	7810000	55400	20716	Plant Door Replacement PH 1	22,200.00	
7800	7810000	55500	20721	Kirkland RW Pipeline Rehab	12,900.00	
7800	7810000	55400	20722	Badger Meter Replacement	80,000.00	
<b>Adjustment Totals</b>					<b>22,656,650.00</b>	<b>0.00</b>

Justification: Budget Amendment to Capital Improvement Program for Carry Forwards.

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.  <u>08/06/2020</u> Date  Department Head	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.  _____ Date Auditor-Controller	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove _____ Date Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 ) _____ County Executive Officer	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove _____ Date _____ Agenda Item _____ Clerk of the Board of Supervisors

**BUDGET ADJUSTMENT REQUEST**  
Increase or Decrease in Both Revenues and Expenses

Fiscal Year: 2020-2021

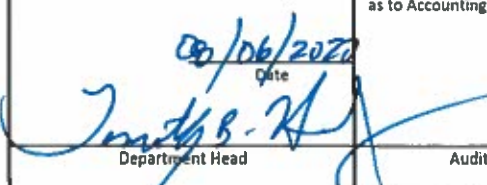
Date: 08/06/20  
Division: Napa Sanitation District  
Prepared By: Cyndi Bolden  
Phone: 707 258 6001

Board # (if Appl): MR 20-014  
Budget Journal ID: NSD001  
Journal Entry ID:  
Date Posted:

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
<b>Revenue Accts</b>						
<b>Adjustment Totals</b>					0.00	0.00

<b>Expense Accts</b>						
7800	7800000	52310		Drought Contingency Plan	10,200.00	
7800	7800000	52310		SSC Cost of Service Study	19,000.00	
7800	7800002	52310		Employee Handbook Update	15,000.00	
7800	7800004	52810		Pipeline Newsletter	12,000.00	
7800	7803000	52310		Algae Biomass Desk Study	17,200.00	
7800	7803001	52345		Deep Cleaning for Buildings	12,000.00	
7800	7803001	52490		High Voltage Line Cleaning	20,000.00	
7800	7803001	52505		Intermediate Gate Repairs	25,000.00	
7800	7803001	52505		Solar Street Lights	4,300.00	
7800	7803001	52505		Road Crack Sealing	13,000.00	
7800	7803001	53350		Air Lifts	6,850.00	
7800	7803001	53350		Replacement Pump	8,650.00	
7800	7803001	53350		#1 Water Line Replacement	4,750.00	
7800	7803001	53350		Pumps	42,350.00	
7800	7803001	53350		Gas Monitoring	22,000.00	
7800	7805000	52490		Manhole Monitoring System	8,000.00	
7800	7806000	52490		Fish Farming Friendly Certification	2,300.00	
<b>Adjustment Totals</b>					242,600.00	0.00

Justification: Budget Amendment to Operating Budget for Carry Forwards

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove Date _____ Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 )	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove Date _____ Agenda Item _____
Date: 08/06/2020  Department Head	Date: _____ Auditor-Controller	County Executive Officer	Clerk of the Board of Supervisors

**RESOLUTION NO. 20-014**

**RESOLUTION OF THE NAPA SANITATION DISTRICT ADOPTING A BUDGET AMENDMENT REPRESENTING OPERATING AND CAPITAL APPROPRIATION CARRY FORWARDS FROM FY 2019/20 TO FY 2020/21.**

**WHEREAS**, the Board of Directors of the Napa Sanitation District is charged with the duty of adopting an annual budget; and

**WHEREAS**, the Board of Directors of the Napa Sanitation District adopted Resolution No. 20-008 on June 3, 2020, adopting a Budget and Capital Improvement Program for Fiscal Year 2020/2021; and

**WHEREAS**, the Board of Directors of the Napa Sanitation District wishes to carry forward appropriations from FY 2019/20 to FY 2020/21 from the Operating Budget in support of select operating projects that were approved but not completed in FY 2019/20 in the amount of \$242,600; and

**WHEREAS**, the Board of Directors of the Napa Sanitation District wishes to carry forward select remaining capital project appropriations from FY 2019/20 to FY 2020/21 in the amount of \$22,656,650 in support of corresponding ongoing capital projects; and

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors, as the governing body of the Napa Sanitation District, has determined that the attached lists, describing:

- Amended Operating Budget \$29,649,600; and
- Amended Capital Budget \$65,903,450;

be hereby adopted as the Amended Operating and Capital Budget for the Napa Sanitation District for 2020/2021.

I hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Napa Sanitation District, at its regularly scheduled meeting on the 5<sup>th</sup> day of August 2020, by the following vote:

AYES: GRAVES, GREGORY, LUROS, MOTT, TECHEL

NOES: NONE


ABSENT: NONE

ABSTAIN: NONE

APPROVED:

  
Vice-Chair, Board of Directors  
Napa Sanitation District

ATTEST:

  
Secretary, Board of Directors  
Napa Sanitation District