



SOUTH KITSAP WATER RECLAMATION FACILITY



Proposed 2019 Budget

Approved: November 14, 2018

South Kitsap Water Reclamation Facility

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October 10, 2018

Sewer Advisory Committee, South Kitsap Water Reclamation Facility
City of Port Orchard/West Sound Utility District
1165 Beach Drive East
Port Orchard, WA 98366

Re: Proposed 2019 SKWRF Budget Message

Dear Sewer Advisory Committee:

It is a pleasure to submit to the South Kitsap Water Reclamation Facility (SKWRF) Sewer Advisory Committee (SAC) the Proposed SKWRF 2019 Budget. Developed as a comprehensive “policy document”, this “program” budget was prepared in a manner that is designed to enhance the financial planning of the wastewater treatment facility’s programs, operation and capital projects. The framework of this budget document follows the Government Finance Officers Association’s (GFOA) standards with focus that this budget:

- Establishes a Plan of Policy and Operation
- Facilitates the Evaluation of District/City Programs
- Provides Management Information
- Establishes Financial Control

This budget was prepared in a manner that provides sufficient resources from the City and District to adequately fund the wastewater treatment operations, maintenance and capital projects while keeping rates at a reasonable level.

A priority in 2019 will be to continue to work with the Sewer Advisory Committee (SAC) on obtaining sound policy direction and securing adequate financial resources that will assist SKWRF in achieving the following objectives and priorities:

- 1) Provide efficient and cost effective operation and maintenance of the SKWRF
- 2) Ensure compliance with regulatory mandates
- 3) Continue maintenance and equipment upgrade programs
- 4) Provide adequate funding for capital projects and service capital facility debt obligations
- 5) Provide responsible environmental stewardship
- 6) Provide ratepayers with responsible fiscal management
- 7) Continue to maintain a positive public image
- 8) Provide community education and awareness

A continued practice in the development of the SKWRF Budget is the inclusion of the District’s “financial management policies”. These policies were first approved by the District’s Board of Commissioners in 2012 and have been included in the previous SKWRF budget documents and,



thus, have been reviewed and approved by the SAC. Although there are minor changes to the financial management policies, it is important that these policies are reviewed by the SAC since, they not only benefit the District but also benefit the operation and financial management of the SKWRF.

As we approach the debt service horizon, it is recommended, that the City and District prepare for future needs not only relying on general facility charges but also begin a process in 2023 of building a reserve account within the facilities Capital Fund.

The funding source for the proposed reserve account will be current intergovernmental revenue source which is currently obligated to debt service for the two Public Works Trust Fund Loans (PWTF#1 and PWTF#2). This would allow the SKWRF to begin the process of rebuilding funds needed in the future and to attempt to place the facility in a financial position so as not to incur large debt service. As permitting requirements change, it is more likely than not the facility will be impacted by more restrictive permit conditions requiring increased analytical testing and potential upgrades to the facility.

Table 1. Proposed Capital Reserve Account Funding Schedule.

Year	Loan 1	Loan 2	Loan Totals	Proposed Reserve Account Funding	Reserve Account Balance (less Interest)
2019	\$563,647	\$370,800	\$934,447	\$0	\$0
2020	\$560,884	\$369,000	\$929,884	\$0	\$0
2021	\$558,121	\$367,200	\$925,321	\$0	\$0
2022	\$555,358	\$365,400	\$920,758	\$0	\$0
2023		\$363,600	\$363,600	\$500,000	\$500,000
2024		\$361,800	\$361,800	\$500,000	\$1,000,000
2025				\$500,000	\$1,500,000
2026				\$500,000	\$2,000,000
2027				\$500,000	\$2,500,000
2028				\$500,000	\$3,000,000
2029				\$500,000	\$3,500,000
2030				\$500,000	\$4,000,000
2031				\$500,000	\$4,500,000
2032				\$500,000	\$5,000,000
2033				\$500,000	\$5,500,000
2034				\$500,000	\$6,000,000
2035				\$500,000	\$6,500,000

2019 BUDGET OVERVIEW

The South Kitsap Water Reclamation Facility 2019 Budget is comprised of three separate funds that include the *SKWRF Operating Fund*, *SKWRF Equipment Repair and Replacement (ER&R) Fund* and *SKWRF Capital Improvement Fund*. The combined total of the three proposed budgets is \$3,660,020 in 2019.

<u>Fund</u>	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>2018 Budget</u>	<u>2019 Budget</u>
SKWRF Operating	\$3,475,700	\$3,423,409	\$3,496,069	\$3,520,020
SKWRF Capital Improvement	\$547,000	\$929,500	\$1,450,000	\$140,000
SKWRF Equip. Repair/ Replacement	\$34,000	\$0	\$0	\$0
Total SKWRF Funds	\$4,056,700	\$4,352,909	\$4,946,069	\$3,660,020

In the preparation of this Budget document, the most distinguishable objectives for 2019 are as follows:

- **Balanced Budget:** Balance the *SKWRF Operating Budget* with actual revenues used to cover expenditures.
- **Fund Balance:** Set the beginning fund balance to a level sufficient to support the *Operating Budget* cash flow needs. Maintain at a minimum level of 15% of annual expenditures. Due to the significant amount of debt service paid out of the *Operating Fund* each year, a fund balance of more than 30% of annual expenditures needs to be maintained at the beginning of each fiscal year.
- **Budget Planning:** Focus on preparing long-term funding options for future capital project needs.
- **Budgeting/Financial Management/Accountability:** Continue to improve the “program” budget format.
- **Capital Improvement Program (CIP):** A 20-year CIP has been prepared to assist the City, District and SKWRF staff to do a more comprehensive job in evaluating long-term capital funding and debt financing challenges with specific focus on the next phase of expansion of plant capacity.
- **Debt Service Program:** Approximately 27% of the *SKWRF Operating Budget* will be used to pay annual debt financing obligations over the next year.

PERSONNEL/STAFFING

The proposed 2019 Budget contains continued funding for nine (9) full time employees for SKWRF operation, plus summer help. The 2019 proposed Budget provides for funding a 3.5% cost-of-living increase for 2019 for all SKWRF staff. The Seattle CPI-U and CPI-W indexes for the first half of 2018 is at 3.3%.

A current review of other municipal sewer treatment facility’s salary schedules and benefits is being evaluated at this time. SKWRF budgeted salary level shows a 4.2% increase to ensure if salary adjustments are needed to remain competitive, funding is available.

The SKWRF staff currently receives medical benefit coverage from the State's PEBB medical insurance program under a composite rate structure. Under this rate structure, the cost of coverage is averaged over the entire group. Employees will have similar rates regardless of specific risk – whether the employee is single, married or has dependents. WSUD will evaluate various options to ensure the current program meets the needs of the facility and employees with the benefit provided. There are no proposed staffing changes or proposed increase in the contribution toward employees' medical benefit program.

SKWRF OPERATING FUND

The *SKWRF 2019 Operating Budget* currently incorporates a funding formula of \$22.50 per ERU for the City of Port Orchard and West Sound Utility District to pay for wastewater treatment services. Since the District has 5,827 ERUs, \$1,573,290 has been budgeted as the District's portion of SKWRF's 2019 operational costs. Port Orchard has 5,699 ERUs; therefore, the City's portion of the SKWRF operational costs has been budgeted at \$1,538,730.

The *SKWRF Operating Budget* has a number of important programs and objectives to be accomplished in 2019. Some of the more significant programs and priorities are highlighted as follows:

Administration Program

Administrative oversight of the SKWRF is provided by the District's General Manager and funded in accordance with the inter-local agreement between the City and the District. The financial and administrative services are provided to SKWRF by West Sound Utility District for processing claims, payroll, budgeting, administrative support and financial reporting. In addition to the internal management of the SKWRF's information systems, the District provides information systems support to the SKWRF. The administrative and financial support of SKWRF provided by the District is funded in accordance with the inter-local agreement between the City and the District.

Education Program

It will continue to be a priority in 2019 to provide adequate resources to fund training and continuing education opportunities for SKWRF staff to ensure staff certifications are maintained and current operation and maintenance standards and practices are being utilized.

Debt Service

The Plant has two outstanding P WTF loans which were secured in 2002 and 2004 for funding plant expansion. Currently the outstanding loans have a combined balance of \$4.44 million which will be retired in 2022 and 2024. Since annual debt payments are approximately \$935,000, the *SKWRF Operating Budget* will continue to be dependent upon the City and District to each contribute \$200,000 of "general facility charges" in 2019.

SKWRF EQUIPMENT REPAIR AND REPLACEMENT FUND

The *Equipment Repair and Replacement Fund* was established in 2012 and has an inventory of vehicles and ancillary equipment with a combined value of approximately \$130,000. The primary

objective for this Fund is to accumulate and sustain sufficient resources to replace vehicles/equipment based on a depreciation schedule.

SKWRF CAPITAL IMPROVEMENT FUND

The *SKWRF Capital Improvement Fund* was created to account for and fund the planning, development and construction of major capital projects. Considerable time and effort was spent during this budgeting process to enhance the planning of long-term capital projects (20-year CIP). The funding of these projects need to be properly aligned with the SKWRF debt financing obligations since the Facility has sizable debt payment obligations through 2024.

There are three (3) capital projects proposed in the *Capital Improvement Budget* for fiscal year 2019 totaling \$135,000. The SKWRF capital projects for 2019 are programmed to be funded by using the following resources: 1) current fund balance, 2) \$400,000 transferred in 2019 from the SKWRF Operating Fund (revenue generated from utility rates), 3) direct capital contribution from the City and District is calculated based on \$1.00/ERU, and 4) revenue generated from leachate treatment. The direct contribution from the City and District's sewer operating funds would result in the District contributing \$69,924 in 2019 and the City transferring \$68,388 in 2019. The District also has a contract with Waste Management to treat leachate from the closed landfill which periodically generates an additional source of revenue (budgeted at \$60,000 annually).

SUMMARY

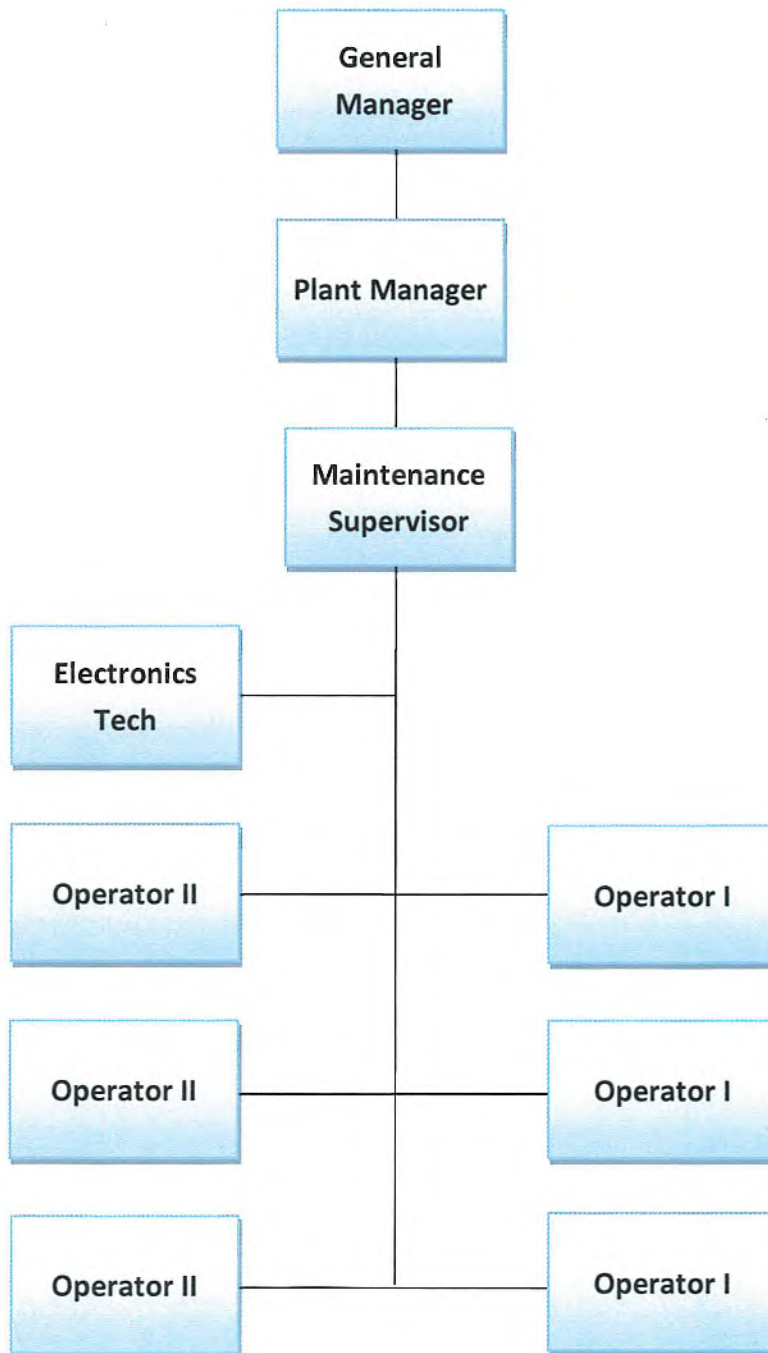
The success of the efficient and cost-effective operation and management of the South Kitsap Water Reclamation Facility is largely dependent upon sound budgeting practices, development of comprehensive and long-term financial plans and operation programs, and strong policy direction from the Sewer Advisory Committee. This proposed SKWRF 2019 Budget should provide a sound framework for funding and policy direction that will result in accomplishing the SKWRF's objectives, programs and capital projects in 2019.

We look forward to continued partnership and collaboration between the City of Port Orchard and West Sound Utility District elected officials and staff as we address the challenges and opportunities and work toward the continued successful operation of the wastewater treatment plant over the next year and beyond.

Sincerely,

Glen R. Screws
General Manager

SKWRF Organization Chart



2019 Budget
SKWRF Operation Fund 401 - 928

BARS Codes	Description	2018 Budget	August 2018 Actual	2019 Proposed
308-80-00	BEGINNING FUND BALANCE	1,326,265	1,057,600	920,000
REVENUE				
INTERGOVERNMENTAL REV.				
337-50-00	ERU - WSUD	1,548,574	1,020,240	1,573,290
337-50-01	ERU - City of Port Orchard	1,536,732	1,011,780	1,538,730
379-00-00	FCF - WSUD	200,000	200,000	200,000
379-00-01	FCF - City of Port Orchard	200,000	200,000	200,000
INTERGOVERNMENTAL REV.		3,485,306	2,432,020	3,512,020
INTEREST INCOME				
361-10-00	Interest Income SKWRF Op	5,000	10,999	8,000
369-90-00	Miscellaneous Revenue		371,837	
INTEREST INCOME		5,000	382,836	8,000
TOTAL REVENUE		3,490,306	2,814,856	3,520,020
EXPENSE				
SALARIES & WAGES				
535-10-10	Salaries	651,400	401,074	678,760
535-50-11	Overtime	24,500	14,860	25,000
535-50-12	Salaries - Temp	5,600	3,240	7,500
535-50-13	Plant-Standby	11,000	7,290	11,000
SALARIES & WAGES		692,500	426,464	722,260
PERSONNEL BENEFITS				
535-10-20	Empl Benefits-Pensions	85,400	60,892	90,800
535-10-22	Empl Benefits-Medical Insurance	123,700	83,900	129,600
535-10-24	Uniforms	3,500	1,440	4,000
535-10-25	Workman Comp/L&I	30,400	16,877	29,900
535-10-26	FICA & Medicare - Employer	52,700	32,076	56,000
535-10-28	State Unemployment Tax	4,500	988	5,340
PERSONNEL BENEFITS		300,200	196,174	315,640
SUPPLIES				
535-10-31	Supplies-Gen Operating	12,500	3,464	13,000
535-50-31	Supplies-Lab/Treatment	18,000	9,616	16,000
535-50-32	Plant-Lubes/Oils/Diesel/Propane	6,000	4,695	6,500
535-50-35	Supplies-Small Tools	6,800	3,716	7,000
535-51-32	Vehicle Fuel	3,500	1,197	2,500

BARS Codes	Description	2018 Budget	August 2018 Actual	2019 Proposed
535-52-31	Supplies-Safety	7,500	5,123	8,000
535-52-35	Computer Software & Hardware	2,500	2,171	14,500
535-53-31	Chemicals	91,500	51,884	95,000
535-60-31	Sply-Materials/Structures/Main	123,000	72,892	120,000
535-61-31	Ground Maintenance	5,000	3,510	5,000
	SUPPLIES	276,300	158,270	287,500
	SERVICES			
535-12-41	Contractual-Engineering	15,000	-	15,000
535-10-46	Insurance-General Liability	94,000	58,804	98,000
535-10-49	Membership Dues-Personnel	1,800	1,386	1,800
535-10-41	Contractual-Financial/Legal	3,000	453	3,000
535-11-49	Public Relations & Information	600	-	600
535-18-41	Public Notices/Advertisements	1,000	210	1,000
535-40-42	Telephone & Internet	8,500	5,374	8,800
535-40-47	Utilities/Pwr/Gas/Wt	205,000	115,436	200,000
535-50-41	Contractual-Lab Analysis	14,000	4,034	16,500
535-50-42	Postage & Delivery	4,500	982	4,500
535-50-43	Travel/Training	16,780	2,291	16,350
535-50-45	Rental Equipment	6,000	-	6,000
535-50-48	Biosolids Disposal	85,000	45,820	90,000
535-52-49	Miscellaneous Expense	1,000	-	1,000
535-60-48	R & M-Vehicles	2,500	100	2,500
535-62-48	Digester Cleaning	9,500	-	9,200
535-62-48	Annual Software Maintenance	14,500	3,779	20,000
535-63-48	Outside Srvs-Maint Equip/Struct	22,000	24,216	24,000
535-63-48	R & M - Computer	500	-	500
535-70-44	Excise Tax	5,000	4,689	5,000
535-71-44	Stormwater Mgmt (SWWM)	5,200	3,472	5,200
	SERVICES	515,380	271,046	528,950
	INTERGOVERNMENTAL SVS.			
535-10-51	State Auditor	9,000	-	9,000
535-11-51	Permits/License/Inspections	48,500	14,874	52,000
535-13-41	WSUD Admin/ Acctg Support	142,500	106,875	149,500
535-14-41	WSUD IT Service	29,000	21,750	15,000
	INTERGOVERNMENTAL SVS.	229,000	143,499	225,500
	CAPITAL OUTLAYS			
594-35-64	Equipment Replacement	65,000	425,934	70,000
	Instrumentation	8,000	11,483	10,000
	CCC Sluice Gates	27,000	-	27,000
	Industrial SCADA Switches	35,000	24,992	

BARS Codes	Description	2018 Budget	August 2018 Actual	2019 Proposed
	LED Lighting Upgrades	4,800	-	
	2° Wet Well Pumps			30,000
	Jar tester (Polymer Optimization)			3,500
	CAPITAL OUTLAYS	139,800	462,409	140,500
	DEBT SERVICE			
263-80-10	PWTF Loan 1	544,320	552,595	550,000
263-80-20	PWTF Loan 2	358,069	360,000	360,000
592-35-83	Interest Expense	35,500	17,610	25,000
	DEBT SERVICE	937,889	930,205	935,000
	OTHER FINANCING USES			
597-00-31	SKWRF CIP Transfer Out	400,000	400,000	400,000
597-00-32	SKWRF ERR Transfers Out	5,000	-	-
	OTHER FINANCING USES	405,000	400,000	400,000
	TOTAL EXPENSE	3,496,069	2,988,067	3,555,350
508-80-00	ENDING FUND BALANCE	1,320,502	884,389	884,670

SOUTH KITSAP WATER RECLAMATION FACILITY OPERATIONS FUND
Enterprise Fund (401-928)

Mission Statement: The South Kitsap Water Reclamation Facility strives to provide wastewater treatment to protect the health, safety and welfare of the public in the most efficient and cost-effective manner possible while protecting our receiving waters from pollution.

Function Description:

The South Kitsap Water Reclamation Facility (SKWRF) operating system provides wastewater treatment services for the City of Port Orchard and West Sound Utility District serving in excess of 11,500 equivalent residential units. The SKWRF staff provides the daily operations and maintenance of the jointly-owned facility. Wastewater is treated by two secondary treatment processes. One process is a membrane bioreactor (MBR) system which produces a quality of water that is suitable to be reused for various applications. Funding for the SKWRF is provided by the City of Port Orchard and West Sound Utility District through an Equivalent Residential Unit (ERU) charge to each municipality. The annual budget and expenditures are reviewed and approved by a Sewer Advisory Committee comprised of three officials from each entity.

Category - Revenue	2017 Actual	2018 Budget	2019 Budget
Beginning Fund Balance	1,107,956	1,326,265	920,000
Intergovernmental	3,424,810	3,485,306	3,512,020
Other Income	33,586	5,000	8,000
TOTAL	3,458,396	3,490,306	3,520,020
Category - Expenditures	2017 Actual	2018 Budget	2019 Budget
Personnel	913,728	992,700	1,037,900
Supplies & Others	640,617	276,300	287,500
Services	217,271	744,380	754,450
Capital Expenditures	119,898	139,800	140,500
Debt Services	943,573	937,889	935,000
Transfers	405,000	405,000	400,000
TOTAL	3,240,087	3,496,069	3,555,350
Ending Fund Balance	1,326,265	1,320,502	884,670

Objectives/Programs:

Administration program

1. Administrative Support: Provide the most efficient and cost effective administration and support services for the treatment plant in the following areas: budgeting and accounting support, purchasing and claims processing, personnel, salary and benefit administration, resource allocation, records management. Administrative oversight of the SKWRF is provided by West Sound Utility District's General Manager and funded in accordance with the interlocal agreement between the City and District.

2. Personnel/Staffing: There are no plans for additional staffing during 2019 budget cycle. Excluding training time and unpaid leave, the amount employee leave in 2017 accounted for the loss of an equivalent of 0.90 FTE.
3. Information Technology: In addition to the internal management of the SKWRF's Information systems, the District shall provide enhanced IT support to the SKWRF. This is inclusive of support and administration in the following areas; desktop computers, data integrity, data backup and recovery systems, VOIP telephone systems, WSUD intranet, WSUD data systems and internet. Network security, email systems, wired and wireless communication systems and user account management. Expenditures and improvements during the next budget cycle include replacement of end of life workstations, firewall improvements, support licensing fees (3-year support) and enhanced video security services.
4. Research and apply for grant funding with Puget Sound Energy to reduce our energy demand when cost effective. Continuation of conservation measures by staff and with equipment modifications and operations. SKWRF currently has no hard-defined Energy Conservation Projects defined for 2019.
5. Financial Services. Obtain and improve the level of financial services provided by the District's Finance Department in processing of payroll and claims, asset management, financial reports, budgeting and auditing. The financial support of SKWRF is provided by the District's Finance Department and is funded in accordance to the interlocal agreement between the City of Port Orchard and the District.

Operations and Maintenance Program

1. Conduct and perform maintenance of plant structures and equipment. Continuation of development of preventative maintenance program. SKWRF will continue with expanding of the preventative maintenance programs to enhance preventative maintenance and equipment longevity.
2. Provide responsible management of the equipment replacement program which provides the basis of funding for facility equipment repair, upgrade and replacement of non-capitalized equipment throughout the facility.
3. Continue to work on the completion and elimination of loose ends of maintenance and infrastructure projects.
4. Continue to research and develop procedures and practices that would result in optimizing equipment life and reduce overall maintenance costs.
5. Continue to install primary sensing devices on older equipment to better monitor and optimize equipment use.
6. Continue to replace deteriorated piping and wiring to extend useful life in older areas of the facility.
7. Bio Removal-Sludge Disposal. Provide for the trucking and tipping fees associated with the disposal of Class B Biosolids. (\$90,000)

8. Digester Cleaning. Provide for a contractor cleaning of two digesters. (\$11,200) Each digester maintenance cycle address cleaning and inspected every other year.
9. Outside Services Maintenance of Equipment and Structures. Provide for routine costs of equipment maintenance and contractor costs to maintain structures, e.g. boiler cleaning and inspection, crane inspections/testing, etc. (\$24,000)
10. Plant Utilities—Facility Water, Power, Natural Gas. Staff has been diligent in optimizing processes and equipment which has reduced power consumption. (\$200,000)
11. Telephone and Internet. Provides for communication services. Provides site telephone service and wireless phone service for plant alarm callouts (\$8,800)
12. Chemicals. Polymers, Chemicals for solids handling. Chlorine and miscellaneous chemicals. Chemical disinfection of the Effluent. Chemicals not specifically defined. Examples would be de-chlorination, flocculants, etc. (\$95,000)
13. Supplies Laboratory/Treatment. Provides for equipment and supplies needed for required testing and minor laboratory equipment purchases. (\$16,000)
14. Computer Software and Hardware. Provides for replacement of obsolete and procurement of new hardware and for software upgrades not covered by maintenance agreements. Also any single user software needs that may arise. (\$14,500)
15. Permits, Licensing and Inspections. SKWRF's National Pollutant Discharge Elimination System (NPDES) permit application completed and submitted in 2018 to Ecology. The permit cycle is January 1, 2019 to December 31, 2023. Biosolids Permitting, Electrical Permitting, Laboratory accreditation and facility fees to professional organizations are also included in this line item. (\$52,000)
16. Engineering Assessment – Conventional Activated Sludge (CAS) Aeration. During the 2006 facility upgrade, modifications integrated to the 1984 outdated control systems for the CAS aeration have not provided adequate function. The implemented systems do not provide consistent control with tank design, dynamic hydraulics and loading fluctuations. The system configuration and controls coupled with location of control systems leads to inconsistent blower control and dissolved oxygen levels in the system adversely affecting the biological treatment process. Additionally the facility needs to consider potential future permitting requirements for nutrient removal where control of dissolved oxygen levels are crucial for proper treatment.
17. Marina Pump Station (MPS) Improvements. In 2016, a Clarifier Hydraulic Modeling of the Secondary Clarifiers was completed. Modeling assisted in identifying and infrastructure issues that may be contributing to poor settling characteristics that have existed at the facility for many years. Through computerized modeling, it was determined additional capacity in the clarifiers was available if settling could be improved. One of the main issues with degraded plant performance is attributed to surge flows from City's Marina Pump Station. The City is working to address the issues at the

MPS and SKWRF staff will continue to work with the City and provide support where applicable in 2019.

18. Biosolids Program

SKWRF will explore alternative options of transport and disposal of Biosolids in eastern Washington while maintaining beneficial use. The intent of the Biosolids program is to reduce transportation costs, disposal costs and ensure beneficial use of the commodity. Beneficial use and application of the produced Biosolids within Kitsap County would be ideal but has proven challenging due to lack of availability of land. SKWRF will conduct an evaluation to determine the future options regarding SKWRF Biosolids. This will provide information for determination of objectives and long-range goals for the SKWRF Biosolids program.

19. Operation Manual

The 1984 Operation Manual written for the Facility has a high degree of focus on startup of the facility and does not provide for operational latitude staff believe is necessary. Staff are limited in their ability to operate the facility processes. It is important that staff have the ability to take portions of processes offline when needed as determined by hydraulic and loading conditions. Additionally, the older Operation Manual did not account for the addition of the MBR system operating in parallel. A rewrite of the Operation Manual would require an engineering review of the Facility and operational data. SKWRF will begin working with Ecology on addressing modification of the Operational Manual and commence discussions with engineering firms to determine the extent and potential cost of the project.

Education Program

1. Provide training and continuing education opportunities to staff. Schedule and budget staff to attend continuing education programs, seminars and conferences to ensure professional growth requirements are maintained and current operation and maintenance standards and practices are being utilized.
2. SKWRF will provide public/community education, information and tours to assist and provide information of how the plant operates and its role to protect the environment and prevent pollution. This may be in conjunction with West Sound Utility District Operations Group.

Debt Service

Annual debt payments are in excess of \$900,000. The Operating Budget is dependent upon the City and District each contributing \$200,000 of "general facility charges" in 2019 to assist in paying annual debt obligations.

Transfers

In order to maintain a sound financial management plan for the operation for SKWRF, it is important to fund future capital projects and vehicle/equipment replacement. As a result, the Operating Budget contains an annual allocation of \$8,000 to be transferred into the *ER&R Fund* and \$500,000 into the *SKWRF Capital Fund*.



TO: Sewer Advisory Committee

FROM: Glen R. Screws
General Manager

SUBJECT: ERU Counts – 2019 SKWRF Budget

DATE: July 10, 2018

Please find below the calculations for the ERU's based on the 2018 winter water consumption. The breakdown is as follows:

	RESIDENTIAL	COMMERCIAL	TOTAL	PERCENTAGE
CITY	4,468	1,231	5,699	49%
DISTRICT	5,000	827	5,827	51%
TOTAL	9,468	2,058	11,526	100%

For 2018 Budget, the ERU count was:

	RESIDENTIAL	COMMERCIAL	TOTAL	PERCENTAGE
CITY	4,421	1,200	5,621	50%
DISTRICT	4,876	792	5,668	50%
TOTAL	9,297	1,992	11,289	100%

For the 2017 Budget, the ERU count was:

	RESIDENTIAL	COMMERCIAL	TOTAL	PERCENTAGE
CITY	4,394	1,186	5,580	50%
DISTRICT	4,859	764	5,623	50%
TOTAL	9,253	1,950	11,203	100%



The trend for the South Kitsap Water Reclamation Facility is as follows:

BUDGET YEAR	CITY Percent of Total		DISTRICT Percent of Total		TOTAL	ANNUAL GROWTH
2019	5,699	49%	5,827	51%	11,526	2.1%
2018	5,621	50%	5,668	50%	11,289	0%
2017	5,580	50%	5,623	50%	11,203	0%
2016	5,509	49%	5,705	51%	11,214	1.5%
2015	5,332	48%	5,714	52%	11,046	3.9%
2014	5,124	48%	5,504	52%	10,628	0.8%
2013	5,040	48%	5,494	52%	10,544	0%
2012	5,073	48%	5,467	52%	10,540	0.6%
2011	4,981	48%	5,500	52%	10,481	-4.1%
2010	5,189	47%	5,745	53%	10,934	3.6%
2009	4,833	46%	5,721	54%	10,554	5.6%
2008	4,643	46%	5,353	54%	9,996	5.4%
2007	4,407	46%	5,077	54%	9,484	0.6%
2006	4,559	48%	4,866	52%	9,425	2.5%
2005	4,350	47%	4,845	53%	9,195	1.1%
2004	4,185	46%	4,914	54%	9,099	1.4%
2003	4,077	45%	4,893	55%	8,970	-1.1%
2002	4,201	46%	4,868	54%	9,069	1.6%
2001	4,087	46%	4,835	54%	8,922	4.0%
2000	3,868	45%	4,711	55%	8,579	8.1%
1999	3,579	45%	4,355	55%	7,934	4.4%
1998	3,559	47%	4,037	53%	7,596	4.9%

SKWRF DEBT PAYMENT SCHEDULE WITH INTEREST

Year	PWTF Loan 1	PWTF Loan 2		Yearly Total
2019	563,647	370,800	\$	934,447
2020	560,884	369,000	\$	929,884
2021	558,121	367,200	\$	925,321
2022	555,358	365,400	\$	920,758
2023		363,600	\$	363,600
2024		361,800	\$	361,800
<hr/>				
Total	\$ 2,238,010	\$ 2,197,800	\$	4,435,810

Schedule D

West Sound Utility District
 Fund 932
 Dept. SKWRF

2019

CAPITAL OUTLAY & MINOR EQUIPMENT/SMALL TOOLS

Note:

Those items/equipment which cost \$5,000 or more are to be listed under capital outlay (BARS #60).

ITEMS TO BE PURCHASED (PRIORITIZE)	REPLACEMENT OR ADDITION	EST. COST	EST. LIFE	SURPLUS OR TRADE	EST. SALE OR TRADE VALUE	NET COST	JUSTIFICATION
<u>CAPITAL OUTLAY</u>							
Equipment Replacement	Replacement	\$70,000	Varies	N/A	N/A	\$70,000	Failing Equipment
Instrumentation	Replace/Add	\$10,000	Varies	N/A	N/A	\$10,000	Primary Sensing
North CCC Sluice Gates	Replacement	\$27,000	30 Years	N/A	N/A	\$27,000	Failing Equipment
N. 2° Wet Well Pump	Replace/Add	\$12,000	10 Years	N/A	N/A	\$12,000	Replace/Add
S. 2° Wet Well Pump	Replace/Add	\$12,000	10 Years	N/A	N/A	\$12,000	Replace/Add
Jar Tester (Polymer)	Add	\$3,500	15 years	N/A	N/A	\$3,500	Add- Optimization
						TOTAL	\$134,500

(BARS #60)

Schedule E

West Sound Utility District
 Fund 928
 Dept. SKWRF

2019

Travel/Training

I. Travel/Training (Prioritize):

Employee(s)	Course or Event Location	Date	Lodging/ Food/Cost	Travel Cost	Course or Event Cost	Purpose/ Benefit	Total Cost
2	ERWOW	2019	1100	300	700	Prof. Growth	\$2,100
3	WOW	2019	2550	450	1050	Prof. Growth	\$4,050
2	PNCWA/ Northwest	2019	1200	300	1100	Prof. Growth	\$2,600
2	Suez/ Zenon User Group	2019	1,500	1,400	700	Prof. Growth	\$3,600
2	Educational Assistance	2019	0	0	1,000	Prof. Growth	\$1,000
Varies	Seminars/ Webinars	2019	1,200	0	1,000	Prof. Growth	\$2,200
I Subtotal:							\$15,550

II. Mileage:

Employee(s)	Work Area	Mileage Cost	Other Work- Related Costs	Purpose
Varies	SKWRF	300	500	Misc.
II Subtotal:				\$800

(Total must be equal to that amount shown in BARS #43 in your Budget Request)

TOTAL: \$16,350

2019 Budget

SKWRF CIP Fund 401 - 931

BARS Codes	Description	2018 Budget	August 2018 Actual	2019 Proposed
308-80-00	BEGINNING FUND BALANCE	1,617,166	1,541,110	485,315
	INTERGOVERNMENTAL REV.			
337-50-00	Leachate Treatment	60,000	-	60,000
	Grant - PSE Conservation			-
	INTERGOVERNMENTAL REV.	60,000	-	60,000
	MISCELLANEOUS REVENUE			
361-10-00	SKWRF CIP Interest Income	5,000	12,671	5,000
369-90-00	Miscellaneous Revenue	200	400	200
	MISCELLANEOUS REVENUE	5,200	13,071	5,200
	CAPITAL CONTRIBUTIONS			
379-35-10	WSUD ERU Assmt. Contribution	68,826	34,008	69,924
379-35-20	The City ERU Assmt. Contribution	68,299	28,105	68,388
	CAPITAL CONTRIBUTIONS	137,125	62,113	138,312
	OTHER FINANCING SOURCES			
397-00-28	Operating Transfers-In	400,000	400,000	400,000
	OTHER FINANCING SOURCES	400,000	400,000	400,000
	TOTAL REVENUES	602,325	475,184	603,512
	CAPTIAL PROJECTS			
189-14-03	*Storage Building	123,543	-	-
189-18-01	*Dewatering Centrifuge Replacement	282,720	74,734	-
189-18-01	Membrane Replacement	1,400,000	471,534	-
	CAS Aeration Upgrades			
	CONSTRUCTION IN PROGRESS	1,806,263	546,268	-
	OPERATIONS PROJECTS			
535-60-48	**Exterior Coatings	45,000	-	45,000
	Sharples Cent. Maintenance			45,000
	CAS Engineering Assessment			45,000
	Deck Coatings (Maintenance)			
	OPERATIONS PROJECTS	45,000	-	135,000

BARS Codes	Description	2018 Budget	August 2018 Actual	2019 Proposed
	TAXES			
535-70-44	Excise Tax	5,000	574	5,000
	TAXES	5,000	574	5,000
	TOTAL EXPENDITURES	1,856,263	546,842	140,000
508-80-00	ENDING FUND BALANCE	363,228	1,469,452	948,827
	* Denotes Carry over from 2017			
	** Denotes proposed carry over to 2019			

SOUTH KITSAP WATER RECLAMATION FACILITY CAPITAL IMPROVEMENT

Capital Improvement Fund (401-931)

Function Description:

This capital improvement fund was established to account for and fund capital projects related to the wastewater treatment plant (SKWRF). Revenues for this capital fund are derived from general facilities charges, transfers from the treatment plants operating fund and state and federal grants/loans.

Category - Revenue	2017 Actual	2018 Budget	2019 Budget
Beginning Fund Balance	1,603,098	1,617,166	485,315
Intergovernmental	134,436	60,000	60,000
Other Income	517,755	542,325	642,512
TOTAL	652,191	602,325	702,512
Category - Expenditure	2017 Actual	2018 Budget	2019 Budget
Capital Expenditures	638,123	546,842	140,000
TOTAL	638,123	546,842	140,000
Ending Fund Balance	1,617,166	1,672,649	1,047,827

Objectives/Programs:

The proposed contribution from the City and District to fund SKWRF capital projects is calculated based on \$1.00/ERU. This would result in the District contributing \$69,924 and the City transferring \$68,388 into the SKWRF Capital Improvement Fund in 2019 and projected contributions of \$70,620. In addition, revenue generated from Waste Management for leachate treatment has also been budgeted to fund designated capital projects. The long term objective for the SKWRF Capital Fund is to set aside sufficient revenues in a capital reserve account to fund the future capacity expansion to the Facility with the funding source primarily coming from City and District sewer general facility charges.

The following is a list of wastewater treatment plant capital improvement projects are scheduled to be planned, designed and/or constructed in 2019:

Exterior Coatings

Provides for maintenance of existing and additional coatings of exposed steel structures within the facility. In 2018 staff completed installation of the Screw Press. This funding will address the Solids Building Area. This is a differed project from 2016 to eliminate rework due to proposed Capital Project/Dewatering Centrifuge Replacement completed in late in 2018. (\$45,000)

Sharples Centrifuge Maintenance/Repair

Purchase and installation of the Sharples centrifuge occurred in 1998 as a primary thickening/redundant dewatering solids handing piece of equipment. In 2011/2012, completion of a Disk Thickener project to handle sludge thickening as part of an energy conservation project. The Sharples Centrifuge had an onsite factory service performed and sat as a redundant piece of solids handling equipment for use during times of maintenance on other solids handling equipment. During the CIP Centrifuge Replacement project, the equipment use was heavy. The equipment is approaching theoretical end of life. A maintenance/repair is to ensure reliable redundancy. (\$45,000)

Engineering Assessment - Conventional Activated Sludge Aeration System

The facility has determined there are operational and process issues associated with the existing CAS Aeration System installed as part of the 2006 facility upgrade. An engineering assessment would provide for defining needed modifications in order to provide an equilibrium in dissolved oxygen levels and consistent biological treatment. The assessment would also include a perspective on considerations to plan for potential future permitting requirements addressing nutrients. (\$45,000)

2019 - 2038 SKWRF Capital Improvement Program

Capital Revenues	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	Total
Beginning Fund Balance	485,315	953,827	1,385,406	1,768,086	2,132,903	2,489,892	3,374,088	5,005,530	5,624,254	7,155,299	6,038,704	7,694,508	9,091,752	9,542,477	10,775,724	12,461,537	9,489,957	12,016,031	14,024,802	16,036,316	18,050,620	
WSUD ERU Assessment - Assume 1% Growth	69,924	70,623	71,329	72,043	72,763	73,491	74,226	74,968	75,718	76,475	77,240	78,012	78,792	79,580	80,376	81,180	81,991	82,811	83,639	84,476	85,321	1,624,977
Port Orchard ERU Assessment - Assume 2% Growth	68,388	69,756	71,151	72,574	74,025	75,506	77,016	78,556	80,127	81,730	83,365	85,032	86,733	88,467	90,237	92,041	93,882	95,760	97,675	99,628	101,621	1,763,269
Leachate Treatment	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	1,260,000
Operating Transfers In (min. 15% operating revenue)	400,000	400,000	500,000	500,000	600,000	600,000	950,000	950,000	950,000	950,000	950,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	18,750,000
Capital Reserve Fund (Proposed Funding)					500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000					6,500,000
Sewer Capital Facility Reserve Funds (GFCs)					550,000	550,000	550,000	550,000	550,000	600,000	600,000	600,000	600,000	600,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	10,300,000
Misc. Revenue	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	109,200
Grant Funds																						
Debt Financing (new projects)																						
Total Capital Revenue	1,088,827	1,559,406	2,093,086	2,477,903	3,994,892	4,354,088	5,590,530	7,224,254	7,845,299	9,428,704	8,314,508	10,072,752	11,472,477	11,925,724	13,211,537	14,899,957	12,031,031	14,059,802	16,071,316	18,085,620	20,102,762	40,307,447
PROJECTS	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	Total
Deck Coatings		9,000					10,000					11,000					15,000					45,000
Exterior Coatings	45,000	65,000			110,000		80,000				80,000					80,000					80,000	540,000
Asphalt Overlay			165,000										130,000									295,000
Digester Cover Replacement South												300,000										300,000
Digester Cover Replacement North												300,000										300,000
Digesters Tankage Design for Replacement/ Retrofit							225,000															225,000
Digester Tankage Replacement/ Upgrades										2,600,000												2,600,000
Digester Mixing System Replacement										640,000												640,000
Grit Pump 1, 2 and 3 Replacement					165,000																	165,000
MBR Cassette Replacement													1,800,000									1,800,000
MBR Capacity Expansion					1,200,000																	1,200,000
Sharples Centrifuge/ Maint./Replacement	45,000					980,000					30,000					30,000					75,000	1,160,000
Primary Clarifier Drive Replacement				315,000																		315,000
1° Clarifier Flight Assembly #1			30,000															35,000				65,000
1° Clarifier Flight Assembly #2				30,000															35,000			65,000
1° Clarifier Flight Assembly #3					30,000															35,000		65,000
Electrical Switch Gear Replacement			130,000																			130,000
Generator #1 Replacement									240,000													240,000
Rebuild 2° Clarifiers (North and South)								1,600,000														1,600,000
Blower MBR Aeration							120,000															120,000
Blower MBR Cyclic #1							150,000															150,000
Blower MBR Cyclic #2									150,000													150,000
Blower MBR Cyclic #3 (Standby)										150,000												150,000
Blower CAS #1											190,000											190,000
Blower CAS #2 (Standby)												190,000										190,000
Blower CAS Turbine														150,000								150,000
Engineering Assessment CAS Aeration System	45,000																					45,000
CAS Aeration Upgrades / Controls/ Aerostrips		100,000																				100,000
Fine Screen #1 Replacement											160,000											160,000
Fine Screen #2 Replacement											160,000											160,000
Fine Screen #3 Replacement												180,000										180,000
Thickening Equipment Replacement															750,000							750,000
Primary Clarifier Rehabilitation																1,300,000						1,300,000
Plant Modification/Expansion Planning/ Engineering									300,000													300,000
Plant Modification/ Capacity Expansion (Reserve)														1,000,000		4,000,000						13,000,000
Debt Service - Future Capital Projects																						18,000,000
Total Capital Expenditures	135,000	174,000	325,000	345,000	1,505,000	980,000	585,000	1,600,000	690,000	3,390,000	620,000	981,000	1,930,000	1,150,000	750,000	5,410,000	15,000	35,000	35,000	35,000	13,155,000	33,845,000

2019- 2038 SKWRF Capital Improvement Program

Capital Revenues	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	Total	
Beginning Fund Balance	485,315	953,827	1,385,406	1,768,086	2,132,903	1,989,892	2,374,088	3,505,530	3,624,254	4,655,299	3,038,704	4,194,508	5,091,752	5,042,477	5,775,724	6,961,537	3,489,957	5,516,031	7,524,802	9,536,316	11,550,620		
WSUD ERU Assessment - Assume 1% Growth	69,924	70,623	71,329	72,043	72,763	73,491	74,226	74,968	75,718	76,475	77,240	78,012	78,792	79,580	80,376	81,180	81,991	82,811	83,639	84,476	85,321	1,624,977	
Port Orchard ERU Assessment - Assume 2% Growth	68,388	69,756	71,151	72,574	74,025	75,506	77,016	78,556	80,127	81,730	83,365	85,032	86,733	88,467	90,237	92,041	93,882	95,760	97,675	99,628	101,621	1,763,269	
Leachate Treatment	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	1,260,000	
Grant Funds																							
Operating Transfers In (min. 15% operating revenue)	400,000	400,000	500,000	500,000	600,000	600,000	950,000	950,000	950,000	950,000	950,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	18,750,000	
Sewer Capital Facility Reserve Funds (GFCs)					550,000	550,000	550,000	550,000	550,000	600,000	600,000	600,000	600,000	600,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	10,300,000
Misc. Revenue	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	109,200
Debt Financing (new projects)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	1,088,827	1,559,406	2,093,086	2,477,903	3,494,892	3,354,088	4,090,530	5,224,254	5,345,299	6,428,704	4,814,508	6,072,752	6,972,477	6,925,724	7,711,537	8,899,957	5,531,031	7,559,802	9,571,316	11,585,620	13,602,762	33,807,447	
PROJECTS	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	Total	
Deck Coatings		9,000					10,000					11,000					15,000					45,000	
Exterior Coatings	45,000	65,000			110,000		80,000				80,000					80,000					80,000	540,000	
Asphalt Overlay			165,000										130,000									295,000	
Digester Cover Replacement South												300,000										300,000	
Digester Cover Replacement North												300,000										300,000	
Digesters Tankage Design for Replacement/ Retrofit							225,000															225,000	
Digester Tankage Replacement/ Upgrades										2,600,000												2,600,000	
Digester Mixing System Replacement										640,000												640,000	
Grit Pump 1, 2 and 3 Replacement					165,000																	165,000	
MBR Cassette Replacement													1,800,000									1,800,000	
MBR Capacity Expansion					1,200,000																	1,200,000	
Sharples Centrifuge/ Maint./Replacement	45,000					980,000					30,000					30,000					75,000	1,160,000	
Primary Clarifier Drive Replacement				315,000																		315,000	
1° Clarifier Flight Assembly #1			30,000															35,000				65,000	
1° Clarifier Flight Assembly #2				30,000															35,000			65,000	
1° Clarifier Flight Assembly #3					30,000															35,000		65,000	
Electrical Switch Gear Replacement			130,000																			130,000	
Generator #1 Replacement									240,000													240,000	
Rebuild 2° Clarifiers (North and South)								1,600,000														1,600,000	
Blower MBR Aeration							120,000															120,000	
Blower MBR Cyclic #1							150,000															150,000	
Blower MBR Cyclic #2									150,000													150,000	
Blower MBR Cyclic #3 (Standby)										150,000												150,000	
Blower CAS #1											190,000											190,000	
Blower CAS #2 (Standby)												190,000										190,000	
Blower CAS Turbine														150,000								150,000	
Engineering Assessment CAS Aeration System	45,000																					45,000	
CAS Aeration Upgrades / Controls/ Aerostrips		100,000																				100,000	
Fine Screen #1 Replacement											160,000											160,000	
Fine Screen #2 Replacement											160,000											160,000	
Fine Screen #3 Replacement												180,000										180,000	
Thickening Equipment Replacement															750,000							750,000	
Primary Clarifier Rehabilitation																1,300,000						1,300,000	
Plant Modification/Expansion Planning/ Engineering									300,000													300,000	
Plant Modification/ Capacity Expansion (Reserve)														1,000,000		4,000,000					13,000,000	18,000,000	
Debt Service - Future Capital Projects																						-	
Total Capital Expenditures	135,000	174,000	325,000	345,000	1,505,000	980,000	585,000	1,600,000	690,000	3,390,000	620,000	981,000	1,930,000	1,150,000	750,000	5,410,000	15,000	35,000	35,000	35,000	13,155,000	33,845,000	

2019 Budget
SKWRF ER&R Fund 401-932

BARS Codes	Description	2018 Budget	August 2018 Actual	2019 Proposed
308-80-00	BEGINNING FUND BALANCE	191,487	193,348	194,802
	INTEREST INCOME			
361-10-00	SKWRF ER&R Interest Income	1,000	2,210	2,000
	INTEREST INCOME	<u>1,000</u>	<u>2,210</u>	<u>2,000</u>
	OTHER FINANCING SOURCES			
397-00-28	Operating Transfers-In	5,000	-	-
	Gains Disposal of Property		-	-
	OTHER FINANCING SOURCES	<u>5,000</u>	<u>-</u>	<u>-</u>
	Total Revenue	<u>6,000</u>	<u>2,210</u>	<u>2,000</u>
	CAPITAL OUTLAY			
		-	-	-
	TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>
508-80-00	ENDING FUND BALANCE	197,487	195,558	196,802

SKWRF EQUIPMENT REPAIR & REPLACEMENT

Internal Service Fund (401-932)

Function Description:

The South Kitsap Water Reclamation Facility (SKWRF) Equipment Repair & Replacement fund is an internal service fund which accounts for and finances the repair and replacement of SKWRF vehicles and ancillary equipment. Revenues are generated through user fees paid by the treatment plant's operation which utilizes the vehicles and equipment.

Category - Revenue	2017 Actual	2018 Budget	2019 Budget
Beginning Fund Balance	232,689	191,487	194,802
Miscellaneous	2,029	1,000	2,000
Transfers	5,000	5,000	-
TOTAL	7,029	6,000	2,000
Category - Expenditures	2017 Actual	2018 Budget	2019 Budget
Capital Expenditures	48,231	-	-
TOTAL	48,231	-	-
Ending Fund Balance	191,487	197,487	196,802

Objectives/Programs:

The SKWRF Equipment Replacement fund was renamed to the Equipment Repair and Replacement Fund (ER&R) and the purpose of the Fund shall be to provide for the repair and replacement of vehicles and ancillary equipment for the SKWRF.

The SKWRF has approximately \$130,000 in vehicle and ancillary equipment inventory. The most significant objective of this Fund is to accumulate sufficient resources to adequately cover the cost of repair and replacement of the SKWRF vehicles and equipment.

Review the fleet inventory to ensure the SKWRF has the appropriate equipment to meet the operational need of the facility.

There are no plans for any fleet vehicle replacement in 2019.

**SKWRF Vehicle 2019 - 2020
ERR Fund Schedule**



Asset #	Description	Purchase Date	Original Cost	Yearly Depreciation	Remaining Years	2019 Replace Fund Needed
500-0103	Forklift at WA Liftruck	1/1/2008	22,322	0	0	22,322
500-1100	2011 Ford PU 350	1/1/2012	26,858	2,686	3	18,802
500-1300	2010 Ford Escape	5/1/2013	12,500	1,250	2	10,000
928-0027	Scissor Lift	3/1/2014	11,962	1,196	5	5,981
928-0101	Dump Truck	3/1/2017	48,231	4,823	8	9,646
Total			\$ 121,873	\$ 9,955	\$	66,751