

Heber Public Utility District Report to the Board of Directors

MEETING DATE: July 18, 2019

FROM: Laura Fischer, General Manager

SUBJECT: Adopt Resolution Number 2019-04 to Adopt the Modified Five Year Capital Improvement Budget.

ISSUE:

Shall the Heber Public Utility Board of Directors adopt Resolution Number 2019-04 to adopt the five-year Capital Improvement Budget?

GENERAL MANAGER RECOMMENDATION:

Adopt Resolution Number 2019-04 to adopt the Modified Five-Year Capital Improvement Budget as Presented.

FISCAL IMPACT:

The proposed HPUD Five-Year Capital Improvement Budget totals \$13,358,234 not including prior year projects.

DISCUSSION:

The District's Capital Improvement Budget reflects the current and future needs of the District. Staff has developed projects with estimated cost in anticipation of new regulations, population growth projections, and other demands on our District. The projects listed include for FY 2019-20 include:

- The FY 19-20 Water Fund does not have any capital improvement projects but does include water line improvements in FY 20-21.
- The Wastewater Fund Project Schedule continues to fund deferred maintenance projects and has a total of \$100,300 for FY 2019-20, which is funded 100% by Wastewater Funds. Phase 6 of the manhole repair project will be moving forward with construction with a budget of \$100,300 in FY 2019-20. This project will continue to be budgeted as manholes need to be repaired and replaced.
- The Parks Department has several projects programs and indicated which projects have capital reserves programed including:
 - Complete the installation of solar lights, shade structure and signage at Jiggs Johnson Park in FY 2019-20.
 - Complete the construction of a recreation center at Littlefield/Bloomfield. This project was funded in part by a grant from the IID Local Entity.
 - Improvements to Children's Park are included in the next FY budget.
- The General Capital Improvement Project schedule includes projects that benefit

more than on fund and include:

- The completion of the water and sewer master plan. This project was funded through a grant managed by the County of Imperial through the Prop 68 disadvantaged communities funding.
- Upgrades to the shop at Ingram Avenue. This includes removal and replacement of the shade structure and in future year the project will include improvement to the shop building.

Staff will bring copies of the spreadsheets to the meeting for easier discussion and additional information.

CONCLUSION:

On May 28, 2019, the Board reviewed the first draft of the Five-Year Capital Improvement Plan. At the June 20, 2019 Board Meeting, the Five-Year Capital Improvement Project List was presented for approval. At that meeting, staff was directed to bring the Resolution and Capital Improvement Project List back in July.

It is recommended that the Board review and approve the CIP budget and adopt Resolution 2019-04 to adopt the Five Year Capital Improvement Budget.

ALTERNATIVES:

- 1) Do not adopt the Five-Year Capital Improvement Budget, and provide direction to staff to modify. There is no requirement that HPUD adopt the CIP budget by a specific time, but it is advisable so that projects may move forward.
- 2) Direct staff to present the CIP at the next scheduled meeting to allow the Board time to review prior to adopting.

Respectfully Submitted,

Laura Fischer
General Manager

Attachments: Five Year CIP Budget

RESOLUTION NO. 2019-04

A RESOLUTION OF THE HEBER PUBLIC UTILITY DISTRICT ADOPTING A FIVE YEAR PROGRAM OF PROJECTS FOR CAPITAL IMPROVEMENT FOR FISCAL YEAR 2019-20

WHEREAS, the General Manager has submitted the Five Year Capital Improvement Program of Projects for FY 2019-20 to the Board of Directors for its review and consideration, and

WHEREAS, the Five Year Program of Projects for Capital Improvement is based upon public comment and direction of the Board of Directors received at a scheduled public meetings; and

WHEREAS, in said fiscal year beginning July 1, 2019, the Five Year Program of Projects for Capital Improvement is attached to this Resolution; and

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE HEBER PUBLIC UTILITY DISTRICT, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the Board of Directors finds that the Fiscal Year 2019-20 Five Year Program of Projects for Capital Improvements reflects the District's Capital needs for the current Fiscal Year and the next four years.
3. That the Board of Directors of the Heber Public Utility District does hereby adopt this Resolution approving the Five Year Capital Improvement Program of Projects as set forth.
4. That the President of the Board of Directors of the Heber Public Utility District is hereby authorized to sign said Resolution, a copy of which is on file at the District office.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Heber Public Utility District held on the 18th day of July 2019.

Pompeyo Tabarez, Jr., Board President

ATTEST:

Laura Fischer, General Manager on behalf of Board Clerk

APPROVE AS TO FORM:

Steven M. Walker, General Counsel

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
HEBER PUBLIC UTILITY)
DISTRICT)

I, LAURA FISCHER, General Manager on behalf of the Clerk of the Board of the Heber Public Utility District, County of Imperial, State of California, DO HEREBY CERTIFY that the foregoing resolution was dully passed, approved and adopted by the Board of Directors of the Heber Public Utility District at its regularly scheduled meeting held on the 18th day of July 2019.

By _____
Laura Fischer, General Manager on behalf of Board Clerk



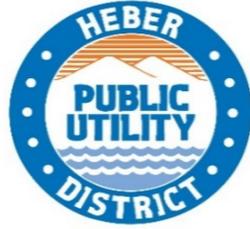
HPUD Five Year Capital Improvement Project List

Draft Presented to HPUD BOD on June 20, 2019

UNFUNDED		ALL FUNDS - GENERAL PROJECTS						
Funding Source		New Office Building \$ 1,210,000						
All Funds Water Sewer Trash Parks	New Office Building <i>Possible Location on Dogwood Rd. Property Owned by HPUD</i>	Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
		\$ 1,210,000						
	Project Components							
	15% Admin - Engineering						150,000	150,000
	Purchase Property						60,000	60,000
Construction						1,000,000	1,000,000	
TOTAL		1,210,000	0	0			1,210,000	

FUNDED		Water/Sewer - Planning Capital Projects						
Funding Source		Water and Sewer Master Plan \$ 150,000						
Water & Sewer Funds Applied for \$100K through County of Imperial CDBG Funds 2017-18 Programmed Capacity Fees of \$50K	Water and Sewer Master Plan	Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
		\$ 150,000						
	Project Components							
	15% Bid - Administration	2000	2,000					2,000
	Water and Sewer Master Plan	48000	48,000					48,000
Underground Utility Survey	100000	100,000					100,000	
TOTAL		150,000	150,000	0			150,000	

UNFUNDED		Water/Sewer/Parks - GENERAL PROJECTS						
Funding Source		Upgrades to Shop at Ingram Ave \$ 200,000						
Water 45% Sewer 45% Parks 10% Split	Upgrade to Shop at Ingram Ave. Including new shade and expand usable area	Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
		\$ 200,000						
	Project Components							
	15% Admin - Engineering	2500	2,500					2,500
	CM	5000	5,000					5,000
Construction	192500	192,500					192,500	
TOTAL		200,000	200,000	0			200,000	



CAPITAL IMPROVEMENT PROJECTS FY 2019-20

CAPITAL IMPROVEMENT PROJECTS		Project Schedule 2019-20
Water System Improvement Projects		
Water Distribution Line Improvements		0
Wastewater System Improvement Projects		
Manholes Rehabilitation Project		100,300
TOTAL		100,300
Parks Department Improvements		
Recreation Facility at Littlefield & Bloomfield (IID Grant \$75,000)		212,500
Children's Park - New Play Equip. Splash Pad, Restrooms, Benches and Shade		0
Jiggs Johnson Park -Restrooms, Security lights & benches		35,769
TOTAL		248,269
General All Fund Improvement		
Water and Sewer Master Plan (CDBG Grant \$100,000)		50,000
Upgrades Shop at Ingram Ave.		200,000
TOTAL		250,000
TOTAL BUDGET FY 19-20		598,569
EXPENDED - PROJECTS COMPLETED FY 18-19		126,231



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UNFUNDED		ALL FUNDS - GENERAL PROJECTS						
Funding Source		New Office Building \$ 1,210,000						
All Funds Water Sewer Trash Parks	New Office Building	Project Cost	Project Schedule	Project Schedule	Project Schedule	Project Schedule	LONG TERM	Project Totals
	<i>Possible Location on Dogwood Rd. Property Owned by HPUD</i>	\$ 1,210,000	FY 19-20	FY 20-21	FY 21-22	FY 22-23	6-10 YRS	
	Project Components							
	15% Admin - Engineering						150,000	150,000
	Purchase Property						60,000	60,000
Construction						1,000,000	1,000,000	
TOTAL		1,210,000	0	0				1,210,000

FUNDED		Water/Sewer - Planning Capital Projects						
Funding Source		Water and Sewer Master Plan \$ 150,000						
Water & Sewer Funds Applied for \$100K through County of Imperial CDBG Funds 2017-18 Programmed Capacity Fees of \$50K	Water and Sewer Master Plan	Project Cost	Project Schedule	Project Schedule	Project Schedule	Project Schedule	LONG TERM	Project Totals
	<i>Water and Sewer Master Plan</i>	\$ 150,000	FY 19-20	FY 20-21	FY 21-22	FY 22-23	6-10 YRS	
	Project Components							
	15% Bid - Administration	2000	2,000					2,000
	Water and Sewer Master Plan	48000	48,000					48,000
Underground Utility Survey	100000	100,000					100,000	
TOTAL		150,000	150,000	0				150,000

UNFUNDED		Water/Sewer/Parks - GENERAL PROJECTS						
Funding Source		Upgrades to Shop at Ingram Ave \$ 200,000						
Water 45% Sewer 45% Parks 10% Split	Upgrade to Shop at Ingram Ave. Including new shade and expand usable area	Project Cost	Project Schedule	Project Schedule	Project Schedule	Project Schedule	LONG TERM	Project Totals
		\$ 200,000	FY 19-20	FY 20-21	FY 21-22	FY 22-23	6-10 YRS	
	Project Components							
	15% Admin - Engineering	2500	2,500					2,500
	CM	5000	5,000					5,000
Construction	192500	192,500					192,500	
TOTAL		200,000	200,000	0				200,000



HPUD Five Year Capital Improvement Project List

Presented to HPUD BOD on June 20, 2019

FULLY FUNDED		PARKS DEPARTMENT								
Funding Source	Tito Huerta Park \$ 200,000									
UNFUNDED		<i>Resident Request for a Basketball court at the cement slab. And Possible Playground</i>		Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
Funding Source			\$ 200,000							
Park and Recreation Funds - General Property Taxes		<i>Project Components</i>								
		Install Playground at Tito	120,000						120,000	120,000
		Construction of a Basketball court	80,000						80,000	80,000
		TOTAL	200,000						200,000	200,000
PARTIAL FUNDING		PARKS DEPARTMENT								
Funding Source	Jiggs Johnson Park \$ 114,200									
<i>Heber Meadows CFD Anticipated \$16,000 per year for Maintenance Only - Parks Reserve Funds established at \$115,000</i>		<i>Install Solar Area Lighting Shade Structures and Tables/Benches</i>		Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
				\$ 114,200						
PROJECT INCLUDED IN CAPITAL RESERVES FOR FY 2018-19		<i>Project Components</i>								
		Admin Costs - Design Engineering	4,000							4,000
		Construction - Install	20,000	15,769						20,000
		Area Lights Purchase	70,200							70,200
		Shade Structure over Tables	20,000	20,000						20,000
		TOTAL	\$ 114,200	35,769						114,200
PARTIAL FUNDED		PARKS DEPARTMENT								



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Funding Source		Children's Park						
Property Taxes from TRA 006-002 Used for Maintenance of Parks	Replace 40+ year old play equipment, shade structures, benches and tables & RESTROOMS & SPLASH PAD SPLIT PROJECT IN PHASES	Total Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
		\$ 500,000						
Project Components								
PROJECT WAS NOT FULLY FUNDED IN RESERVES - 18-19 SPLASH PAD NOT FUNDED	Admin Costs	15,000					15,000	15,000
	Replace Play Ground Equipment PHASE 1	75,000		75,000			75,000	150,000
	Restrooms	80,000					80,000	80,000
	Splash Pad	305,000					305,000	305,000
	New Sidewalk PHASE 1	25,000		3,000			25,000	28,000
TOTAL		\$ 500,000					500,000	578,000
FULLY FUNDED		PARKS DEPARTMENT						
Funding Source		Recreation Building at Littlefield Lot						
Property Taxes from TRA 006-002 Used for Maintenance of Parks Grant from IID \$75,000	Install a modular building on the corner of Littlefield and Bloomfield for Recreation Activities	Total Project Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
		\$ 250,000						
Project Components								
IID Grant for \$75,000	8% Admin & Legal Costs							0
	7% Engineering Design	220,000	182,500					220,000
	Construct and Install modular building	30,000	30,000					30,000
TOTAL		\$ 250,000	212,500					250,000



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WASTEWATER DEPARTMENT

Funding Source	Wastewater Tertiary Water Treatment Project	\$ 8,593,324							
UNFUNDED	Secondary Treatment for Wastewater water to use as Parks Irrigation and sale to Ormat.	Project Total Cost	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals	
Possible Grant and/or funding the Project with Ormat Contribution.	Project Components								
		Application - costs	25,000					25,000	25,000
	0.0%	Engineering and Design	586,872					586,872	586,872
	0.0%	Bidding	36,680					36,680	36,680
	0.0%	Engineering- Staking, Geo & Elec	22,008					22,000	22,000
	8.0%	Construction Management	586,872					586,872	586,872
		Construction Costs	6,669,000					6,669,000	6,669,000
	10.0% Contingency	666,900					666,900	666,900	
	TOTAL	8,593,332					8,593,324	8,593,324	
FUNDED	Manhole Repair / Replace Project	\$ 599,210							
Manhole repair/replacement project funded in each Fiscal Year	Wastewater Manholes Improvement Project: 1st Phase 3 Manholes completed in 15-16. 2nd Phase 10 Manholes in FY 16-17. Continue to budget annually	PRIOR YEAR PROJECT Expended	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals	
Wastewater Funds	Project Components								
		Engineering and Design	10,000	5,000	5,000	5,000	5,000		30,000
		Bidding	10,000	5,000	5,000	5,000	5,000		30,000
		Construction Costs	156,289	86,000	86,000	86,000	86,000		508,145
	5.0%	Contingency for budget purposes only	19,130	4,300	4,300	4,300	4,300		31,065
	TOTAL	380,839	100,300	100,300	100,300	100,300		599,210	



HPUD Five Year Capital Improvement Project List

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WASTEWATER DEPARTMENT

UNFUNDED	Lift Station Improvement Projects	\$ 300,000						
Wastewater Funds	<i>Lift Station Improvements (2 completed) Sixth Street & Parkyns done in 17-18</i>	PRIOR YEAR PROJECT Expended	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
	<i>Project Components</i>							
	Engineering and Design & Bidding			10,000	10,000	10,000	30,000	
	Construction Costs			86,150	86,150	86,150	258,450	
	5.0% Contingency for budget purposes only			3,850	3,850	3,850	11,550	
	TOTAL		0	100,000	100,000	100,000	300,000	



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WATER DISTRIBUTION

UNFUNDED	Water Distribution Lines	\$ 979,000						
<i>Will work with Developer and/or seek outside funding.</i>	<i>Potable Water Distribution Lines and Pressure Reducing Valves (Cost estimates and project development is approximate and updated in 2016)</i>	Previous FY Expenditures	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
	<i>Project Components</i>							
	Application & follow-ups					15,000		15,000
	Engineering Design					120,000		120,000
	Planning (CUP, ND,Env, Application)					20,000		20,000
	Bidding & Construction					24,000		24,000
	Construction, Inspection Adm & Survey & Contingency					800,000		800,000
	TOTAL		-	-	-	979,000	-	979,000

UNFUNDED	Water Distribution Lines							
<i>Will include in Budget in FY 20-21</i>	<i>Install water lines on the north side of Highway 86 east of Rockwood Ave. to connect existing 8" lines west to Pitzer Road. Loop water lines and improve service</i>	Previous FY Expenditures	Project Schedule FY 19-20	Project Schedule FY 20-21	Project Schedule FY 21-22	Project Schedule FY 22-23	LONG TERM 6-10 YRS	Project Totals
	<i>Project Components</i>							
	Engineering Design			22,500				22,500
	Bidding & Construction			150,000				150,000
	Construction, Inspection Adm & Survey & Contingency			12,000				12,000
	TOTAL		-	184,500	-	-	-	184,500