

SAM Board Meeting

FY 2022-23 Collection Contract Services Budget Review

March 28, 2022

Service Notes



1. All Agencies will have a minimum of 50% of their lines cleaned on an annual basis
2. Total costs were calculated including services for Line Cleaning, Lift Station Routine Maintenance, Hot Spot Cleaning, Emergency Response, USA Markings, Reporting and Related Meetings
3. Once 50% of all systems have been cleaned each year, SAM staff will coordinate with MA Managers to identify most critical work to be performed in the systems and available resources will be used to address those

Budget Points



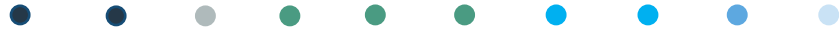
1. All authorized positions (4) are included in the budget
2. All applicable merit step increases at one step up are included in the budget
3. Increase in Premium Pay \$9k due to increase in overtime- additional maintenance
4. Applied 3% CPI to all non-personnel costs, unless other changes were needed due to actual or anticipated events

Changes to CCS Budget for FY 2022-23



1. **Personnel:** Includes all (4) Collections Maintenance related Staff Costs
 1. Overall, \$41,414 Increase to Payroll Costs (Headcount = 4)
 1. *All Staff Salaries now included at \$25,883 Cost Increase as well as increased premium pay based on increase in overtime due to additional maintenance.*
 2. *\$669 Increase in Retirement Contributions*
 3. *\$7,855 Increase in Health Benefits*
 4. *\$347 Increase in Retiree Med/OPEB*
 5. *\$841 Decrease in Misc. Benefits*
 6. *Overall 7% Increase which includes a 5% Admin Allocation*
 2. Increased **Utilities** by 12% based on actual

Changes to CCS Budget for FY 2022-23



1. Increased **Professional Services** by \$791 based on actual expense expected
2. Increased **Misc. Expenses** – \$179 based on actual expense expected
3. Increased **Utilities** – \$991 based on actual expense expected
4. Increased **Supplies** – \$5,871 based on actual expense expected
5. Reduced **Equipment** by \$175,000 – this was specific to the purchase of a vehicle

Total Overall Decrease in **Collections Contract Services Budget**: \$167,168 (67%)

Staffing Information

Authorized

Collections Maintenance Staff:

| | |
|--------------------------------|------------|
| Collections Maintenance Worker | 3.0 |
| Maintenance Mechanic | <u>1.0</u> |
| Total Authorized | 4.0 |

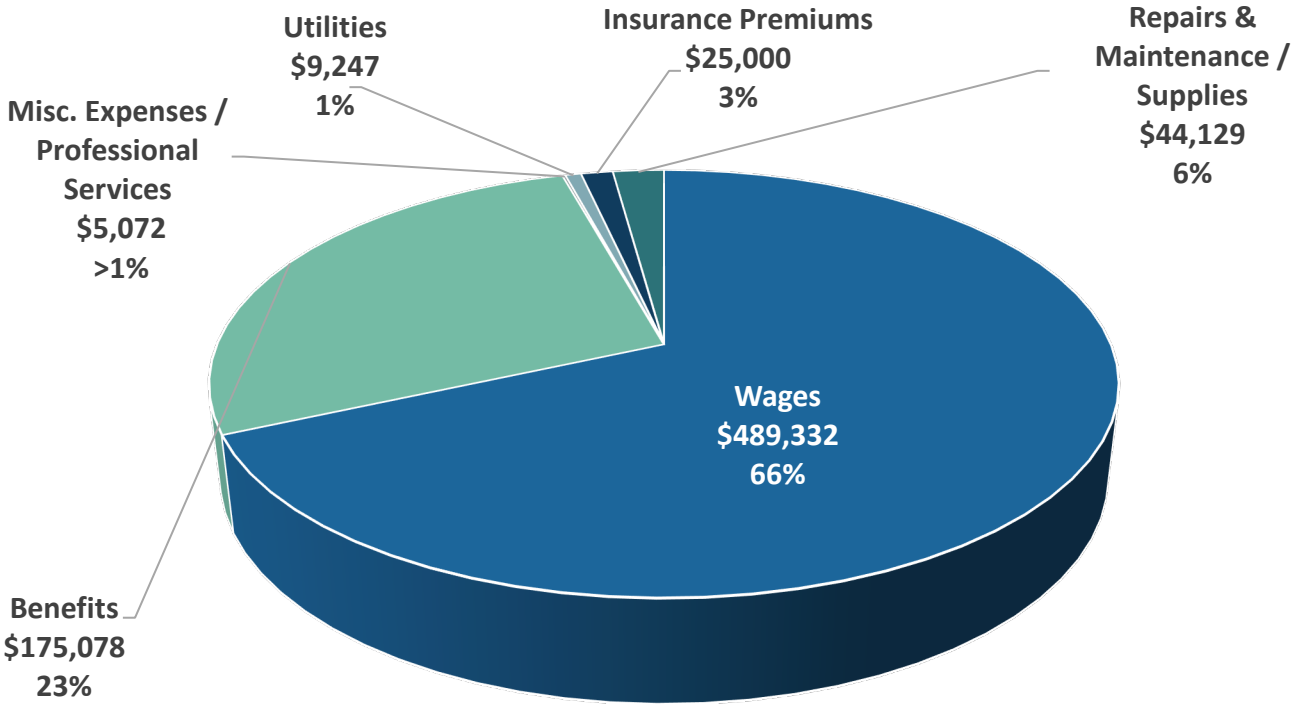
4.0 Employees in
Collections Budget

3.0 Collection Workers
1.0 Maintenance Mechanic

4.0 Employees Scheduled
for Step Increase

Collections Contract Services Budget

Total CCS Budget FY 2022-23 - \$747,858



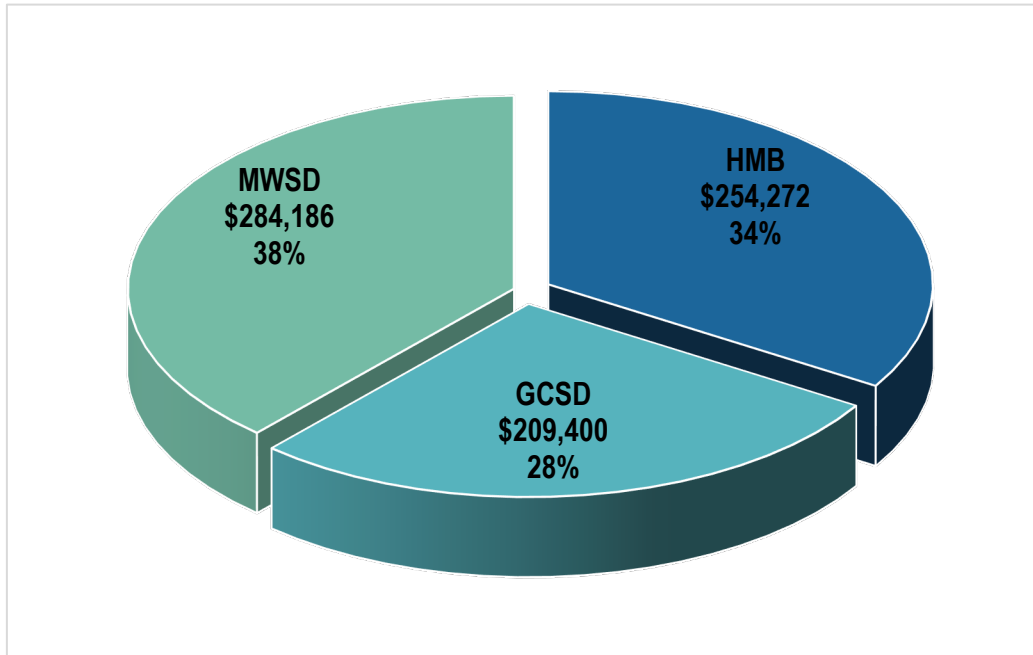
Change from FY 2021/22

| | <u>FY 2021/22 Adopted</u> | <u>FY 2022/23 Proposed</u> | <u>\$ Change</u> | <u>% Change</u> |
|---------------------------------|--------------------------------------|---------------------------------------|-----------------------------|----------------------------|
| Wages and Benefits | \$622,996 | \$664,410 | \$41,414 | 7% |
| All Other Expenses* | \$250,616 | \$83,448 | (\$167,168) | (67%) |
| Total Collections Budget | \$873,612 | \$747,858 | (\$125,754) | (14%) |

**All Other Expenses include: Utilities, Insurance, Equipment Rental and Supplies*

Agency Fees

Collections Contract Services Fee Distribution
\$747,858 Total



Agency Fees Comparison

| | FY 2020/21 <u>Actual</u> | FY 2021/22 <u>Adopted</u> | FY 2022/23 <u>Proposed</u> | \$ <u>Change</u> | % <u>Change</u> |
|----------------------|-------------------------------------|--------------------------------------|---------------------------------------|-----------------------------|----------------------------|
| Half Moon Bay | \$233,329 | \$297,028 | \$254,272 | (\$42,756) | 14% |
| Granada CSD | \$191,979 | \$244,611 | \$209,400 | (\$35,211) | 14% |
| Montara WSD | \$344,808 | \$331,973 | \$284,186 | (\$47,787) | 14% |
| Total | \$770,116 | \$873,612 | \$747,858 | \$125,754 | 14% |

Questions and Discussion