

# Staff Report

for the Administrative Practices Committee Meeting of December 1, 2020

**TO:** Administrative Practices Committee  
**FROM:** Chip Close, Water Operations Manager  
**DATE:** November 23, 2020  
**SUBJECT:** Filter Media Replacement Budget Rollover

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## ***OPERATIONS***

### **RECOMMENDATION ACTION:**

Approve budget amendments to rollover \$120,000 from the 2020 to 2021 Water Operations Equipment Maintenance Budget for filter media replacement.

### **BACKGROUND:**

The District owns and operates six domestic water treatment plants that provide the community with a clean, safe drinking water supply. These facilities require ongoing repair and replacement to ensure optimal performance to meet all safe drinking water regulations.

One of the critical processes in providing drinking water includes filtration. Treatment plant filters are made up of multiple layers of media that include sand and anthracite, among other things. This media has a limited life expectancy and breaks down with age. As such, the District proactively plans for the replacement or addition of filter media every 5 years.

The 2020 budget included funding for the replacement of the filter media at the North Auburn Water Treatment Plant. Unfortunately, the District ran into delays in setting up a contract for media replacement due to work limitations and safety concerns surrounding COVID.

Operations is requesting a transfer of the 2020 funds into the 2021 budget to complete the North Auburn media replacement and get the filter maintenance back on schedule. Staff intends to continue the previously scheduled maintenance funded in the 2021 budget as planned for the remaining filters.

This item is in alignment with Goal Numbers 1 and 3 of the District's Strategic Plan, as it supports ongoing proactive management and control of the District's valuable resources.

**BUDGETARY IMPACT:**

The requested action will reduce the FY 2020 budget account number 10171-52503 by \$120,000, which will cause an increase in the FY 2020 estimated reserve balance. In addition, the requested item will increase the FY 2021 budget account number 10171-52503 by \$120,000, which will cause a decrease in the FY 2021 estimated reserve balance.

Attachments (2):

- 2020 Budget Amendment Request No. 2020-162
- 2021 Budget Amendment Request No. 2021-05



# NEVADA IRRIGATION DISTRICT

## BUDGET AMENDMENT FORM

Budget Amendment #

BA 2020 - 162

Date: 12/1/2020  
 To: Greg Jones, Interim General Manager  
 From: Chip Close, Water Operations Manager

Initial \_\_\_\_\_

**Budget Increase: Accounts being increased. Enter positive number.**

Department	Object / Account	Amount Increase

**Budget Decrease: Accounts being decreased. Enter negative number.**

Department	Object / Account	Amount (Decrease)
10171 Water Operations	52503 Equipment Maintenance	\$ (120,000)

**Reserve Impact: Increase = Positive, Decrease = Negative.**

Division Funding	Funding Account	Increase/(Decrease)
10 Water Fund	34011 Operating Reserve	120,000

**Explanation: Enter narrative explaining reason for amendment.**

Rollover FY 2020 budget to FY 2021 for filter media replacement at North Auburn Water Treatment Plant

**APPROVALS:**

	<u>Date</u>	<u>Signature</u>	<u>AGM/FM Initials</u>	<u>Approved/Denied</u>
Level I:				
Level II:				
Level III:				



# NEVADA IRRIGATION DISTRICT

## BUDGET AMENDMENT FORM

Budget Amendment #

BA 2021-05

Date: 12/1/2020  
 To: Greg Jones, Interim General Manager  
 From: Chip Close, Water Operations Manager

Initial \_\_\_\_\_

**Budget Increase: Accounts being increased. Enter positive number.**

Department	Object / Account	Amount Increase
10171 Water Operations	52503 Equipment Maintenance	\$ 120,000

**Budget Decrease: Accounts being decreased. Enter negative number.**

Department	Object / Account	Amount (Decrease)

**Reserve Impact: Increase = Positive, Decrease = Negative.**

Division Funding	Funding Account	Increase/(Decrease)
10 Water Fund	34011 Operating Reserve	(120,000)

**Explanation: Enter narrative explaining reason for amendment.**

Rollover FY 2020 budget to FY 2021 for filter media replacement at North Auburn Water Treatment Plant

**APPROVALS:**

	<u>Date</u>	<u>Signature</u>	<u>AGM/FM Initials</u>	<u>Approved/Denied</u>
Level I:				
Level II:				
Level III:				