

# **SAN LORENZO VALLEY WATER DISTRICT**

## **1998/1999 ANNUAL ADOPTED BUDGET**



### **BOARD OF DIRECTORS**

President.....	Dexter Ahlgren
Vice-President.....	Merilee Bolden
Board Member.....	Peter Lang
Board Member.....	David Ross
Board Member.....	Terry Vierra

### **DISTRICT MANAGEMENT STAFF**

District Manager.....	James Mueller
Watershed & Planning Analyst.....	Al Haynes
District Engineer.....	Ken Girouard
Operations Manager.....	Rick Rogers
Office Supervisor.....	Jeri Green
District Counsel.....	Robert Booth

June 27, 1998

# 1998/1999 ANNUAL ADOPTED BUDGET

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## INTRODUCTION

Fiscal Year 1998/1999

Honorable President and Board Members:

This budget message outlines the format, principles and important issues in the District's financial plan. This financial plan includes the requested budget for Fiscal Year 1998/1999 and estimates of Fiscal Year 1997/1998. A summary of the budget is contained in the pages immediately following this message.

### Budget Principles

The Board's goals and priorities have been a guide in preparing this budget. Several key principles have guided staff's commitment to balanced financial planning. These principles are:

- Basic services will be maintained at current levels and are adequately funded.
- Revenues have been estimated at realistic levels.
- Project and activity expenditures are reflective of their true cost.
- Adequate reserves have been maintained to protect the District from future financial uncertainties.

This document is a comprehensive budget in that it includes both operating and capital (one-time) budgets. The operating budget provides for the continuing provision of traditional District services. As is the case with most operating budgets, the majority of the District's expenditure is for personnel costs. In Fiscal Year 1998/1999, approximately 51% of the operating budget will fund employee salaries and benefits.

For all funds the budget totals \$3,841,620 including \$2,537,980 in recurring expenditures and \$1,303,640 for one-time purposes. The Water Fund, which supports basic District services, totals \$3,977,760. The Bear Creek Wastewater Fund totals \$47,450.

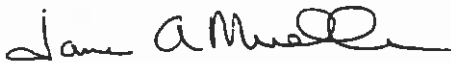
In addition to the outlined capital projects, this budget is reflective of additional goals for completion in Fiscal Year 1998/1999. The Board has designated the following activities for completion in Fiscal Year 1998/1999.

- Update of Watershed Protection Plan
- Capital Improvement Plan
- Quantification of Alternative Sources of Supply; South System

- Water Demand/Capacity Assessment
- Long Term Strategic Financial Plan
- Alternatives for Property Tax Revenue
- Update of Urban Water Management Plan

I would like to express my appreciation to staff for their participation in the development of this document.

Sincerely,



James A. Mueller  
District Manager

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# SUMMARY OF REVENUE BY FUNDS 1998-99

<u>WATER FUND REVENUE</u>	<u>1997-98 ESTIMATED REVENUE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
4101 Water Service Fees	2,306,100	2,340,000	2,340,000
4308 Account Establish Charges & Penalties	34,020	35,000	34,000
4209 Property Taxes	231,340	200,000	230,000
4309 Assm't Bond - N.B.C.	128,200	126,800	124,600
4509 Assm't Bond - University	1,130	2,300	1,000
4310 FEMA - Jan 1997 Storm - DSR 1155	0	30,000	11,500
4314 Sale of Meters	71,840	160,000	160,000
4817 Interest	51,810	67,000	50,000
4818 Interest-Water Reserve	36,140	34,000	36,000
4319 Mobile Service Lease Fees	0	0	6,900
4320 Miscellaneous	7,930	5,000	5,000
4429 Sale of Surplus Property	5,070	0	6,000
4430 State of Ca. - Cal Trans Hwy 9 Relocate	0	0	57,000
4431 Fema El Nino Storm - DSR 1203	0	0	704,000
4432 State El Nino Storm - DSR 1203	0	0	183,260
4433 US Dept of Agric. Peavine Crk Reimb.	0	0	28,500
<b><u>TOTAL WATER FUND REVENUE</u></b>	<b><u>2,873,580</u></b>	<b><u>3,000,100</u></b>	<b><u>3,977,760</u></b>

## WASTEWATER FUND REVENUE

4102 Sewer Charges	21,850	21,800	21,850
4210 Assessment Bonds	25,120	27,670	25,400
4817 Interest	220	650	200
<b><u>TOTAL WASTEWATER FUND REVENUE</u></b>	<b><u>47,190</u></b>	<b><u>50,120</u></b>	<b><u>47,450</u></b>

<b><u>TOTAL REVENUE - ALL FUNDS</u></b>	<b><u>2,920,770</u></b>	<b><u>3,050,220</u></b>	<b><u>4,025,210</u></b>
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# SUMMARY OF EXPENDITURES BY FUND

ESTIMATED EXPENSE 1997-98

<u>EXPENDITURES</u>	<u>WATER FUND</u>	<u>WASTE WATER</u>	<u>GRAND TOTAL</u>
PERSONNEL	1,194,170	6,730	1,200,900
MATERIALS & SERVICES	599,848	17,330	617,178
DEBT SERVICE	528,270	27,480	555,750
CAPITAL OUTLAY	779,870	0	779,870
<u>GRAND TOTAL</u>	<u>3,102,158</u>	<u>51,540</u>	<u>3,153,698</u>
<u>TOTAL REVENUE</u>	<u>2,873,580</u>	<u>47,190</u>	<u>2,920,770</u>
<u>NET INCOME (SHORTFALL)</u>	<u>(228,578)</u>	<u>(4,350)</u>	<u>(232,928)</u>

# SUMMARY EXPENDITURES BY FUND

ADOPTED BUDGET 1997-98

<u>EXPENDITURES</u>	<u>WATER FUND</u>	<u>WASTE WATER</u>	<u>GRAND TOTAL</u>
PERSONNEL	1,270,300	7,100	1,277,400
MATERIALS & SERVICES	632,130	16,350	648,480
DEBT SERVICE	541,700	27,670	569,370
CAPITAL OUTLAY	548,500	0	548,500
<u>GRAND TOTAL</u>	<u>2,992,630</u>	<u>51,120</u>	<u>3,043,750</u>
<u>TOTAL REVENUE</u>	<u>3,000,100</u>	<u>50,120</u>	<u>3,050,220</u>
<u>NET INCOME (SHORTFALL)</u>	<u>7,470</u>	<u>(1,000)</u>	<u>6,470</u>

# SUMMARY OF EXPENDITURES BY FUND

## ADOPTED BUDGET 1998-99

<u>EXPENDITURES</u>	<u>WATER FUND</u>	<u>WASTE WATER</u>	<u>GRAND TOTAL</u>
PERSONNEL	1,262,100	7,600	1,269,700
MATERIALS & SERVICES	678,290	25,590	703,880
DEBT SERVICE	539,000	25,400	564,400
CAPITAL OUTLAY	1,288,640	15,000	1,303,640
<u>GRAND TOTAL</u>	<u>3,768,030</u>	<u>73,590</u>	<u>3,841,620</u>
<u>TOTAL REVENUE</u>	<u>3,977,760</u>	<u>47,450</u>	<u>4,025,210</u>
<u>NET INCOME (SHORTFALL)</u>	<u>209,730</u>	<u>(26,140)</u>	<u>183,590</u>



## BUDGET SUMMARY

DEPARTMENT: ADMINISTRATION

FUND: WATER

ACTIVITY: NO. 1

<u>CLASSIFICATION</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
PERSONNEL	193,180	185,300	170,900
MATERIALS & SERVICES	142,000	145,620	156,930
DEBT SERVICE	0	0	0
CAPITAL OUTLAY	2,570	7,500	33,950
<u>TOTAL BUDGET</u>	<u>337,750</u>	<u>338,420</u>	<u>361,780</u>

**DEPARTMENT: ADMINISTRATION**

**ACTIVITY: NO. 1**

<u>PERSONNEL</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	148,090	132,100	125,400
5005 Directors Fees	11,000	15,000	14,000
<b>Sub Total</b>	<b><u>159,090</u></b>	<b><u>147,100</u></b>	<b><u>139,400</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	13,250	15,400	9,700
5707 Dental Insurance	1,600	1,500	1,700
5708 Vision Insurance	360	500	400
5709 Life Insurance	280	400	400
5710 Long Term Disability	1,150	1,300	1,300
5711 PERS Retirement	8,080	9,100	8,600
5712 FICA (Social Security)	6,250	6,700	6,600
5713 Workers Compensation	880	1,000	600
5714 Assistance Program	90	100	100
5716 Medicare	1,990	2,000	1,900
5715 Other Payroll Charges	160	200	200
<b>Sub Total</b>	<b><u>34,090</u></b>	<b><u>38,200</u></b>	<b><u>31,500</u></b>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>193,180</u></b>	<b><u>185,300</u></b>	<b><u>170,900</u></b>

**POSITION TITLES**

District Manager	1
District Secretary	1
Board of Directors	<u>5</u>
<b>TOTAL POSITIONS</b>	<b>7</b>

**DEPARTMENT: ADMINISTRATION**

**ACTIVITY: NO. 1**

	<b><u>1997-98</u></b> <b><u>ESTIMATED</u></b> <b><u>EXPENSE</u></b>	<b><u>1997-98</u></b> <b><u>ADOPTED</u></b> <b><u>BUDGET</u></b>	<b><u>1998-99</u></b> <b><u>ADOPTED</u></b> <b><u>BUDGET</u></b>
5020 Contract Professional Services	2,160	2,500	20,000
5030 Legal Services	39,600	39,600	39,600
5040 Utilities – District Office	3,750	4,000	3,800
5045 Auto Allowance	3,600	3,600	3,600
5046 Personnel Recruitment Expense	1,070	1,000	1,000
5047 Rental/Leases/Permits	1,190	1,190	1,190
5050 Building Maintenance – Services & Supplies	5,200	6,500	8,690
5059 Telephone/Communications	6,460	5,450	6,000
5060 Office Supplies & Repairs	5,060	7,200	6,000
5061 Postage	2,740	4,200	4,200
5062 Subscriptions/Books	840	900	900
5063 Advertising	650	750	750
5064 Training, Conferences & Meetings	4,790	3,200	4,000
5065 Membership & Dues	2,150	1,980	2,150
5066 Insurance – Property (SDRMA)	59,130	57,500	49,000
5072 Legal Settlements	2,570	5,000	5,000
5078 Household Supplies	1,040	1,050	1,050
<b><u>TOTAL MATERIAL &amp; SERVICES</u></b>	<b><u>142,000</u></b>	<b><u>145,620</u></b>	<b><u>156,930</u></b>

**DEPARTMENT: ADMINISTRATION**

**MATERIALS & SERVICES**

5020	Contract Professional Services		\$20,000
	Maintenance on equipment - telephone, copier, printers, mail machine and scale.	2,500	
	November 1998 Election Fees	10,000	
	Labor Negotiations Consultant	<u>7,500</u>	
	SUBTOTAL	20,000	
5030	Legal Fees		39,600
	District \$3,300 monthly.		
5040	Utilities		3,800
	Administration building electrical service		
5045	Auto Allowance		3,600
	District Manager \$300 monthly.		
5046	Personnel Recruitment		1,000
	Classified ads, physical examinations, and photo identification cards.		
5047	Rentals/Leases/Permits		1,190
	Postage meter lease.		
5050	Building Maintenance Service & Supplies		8,690
	Refuse service	1,800	
	Janitorial maintenance service	3,720	
	Rug rental	460	
	Pest control	210	
	Miscellaneous other repairs	<u>2,500</u>	
	SUBTOTAL	8,690	
5059	Telephone/Communications		6,000
	Telephone service charges and cellular phone service, long distance calls.		

5060	Office Supplies		6,000
	Office supplies - paper, pencils, copy paper, binders, envelopes, printing forms, and annual newsletter cost.		
5061	Postage		4,200
	Postage for all departments (except Finance), special Federal Express, and annual newsletter.		
5062	Subscription and Books		900
	Annual subscriptions to Valley Press/Banner, Western Cities, Legislature Bulletin, California Employer's Guides, and other miscellaneous materials.		
5063	Advertising		750
	Advertising of all legal notices.		
5064	Training, Conference, and Meetings		4,000
	Seminars, travel expense and mileage for District Manager, Secretary an Board Members.		
5065	Membership Dues		2,150
	American Public Works Association	110	
	American Water Works Association	175	
	Boulder Creek Business Association	50	
	California Public Employees Labor Relations Association	160	
	California Special District Assn.	1,510	
	Water Environment Federation	115	
	Monterey Bay Water Works Assn.	<u>30</u>	
	SUBTOTAL	2,150	
5066	Insurance		49,000
	Insurance coverage through Special District Risk Management Authority for comprehensive, general liability, property loss and automobile liability.		
5072	Legal Settlements		5,000
	Claims against the District.		

5078 Household Supplies

1,050

Paper products, cleaning supplies, and other  
household supplies.

**DEPARTMENT: ADMINISTRATION**

**ACTIVITY: NO. 1**

<u>CAPITAL OUTLAY</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b>BUILDING IMPROVEMENTS</b>			
5888 1705 Admin. Building Design Plan	1,500	7,500	2,500
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>			
5888 1706 Fax Replacement	880	0	0
Computer Upgrade	190	0	0
File Cabinet - Fire Proof	0	0	1,000
Copy Machine	0	0	15,000
Network Server Hardware Upgrade	0	0	8,800
Network Software Upgrade	0	0	5,000
Network Stations (2)	0	0	1,650
<b><u>TOTAL CAPITAL OUTLAY</u></b>	<b><u>2,570</u></b>	<b><u>7,500</u></b>	<b><u>33,950</u></b>

**DEPARTMENT: ADMINISTRATION**

**CAPITAL OUTLAY**

**BUILDING IMPROVEMENTS**

Administration Building Design	\$ 2,500
Completion of preliminary design for remodel and/or renovation of existing Administration Building.	

**OFFICE FURNITURE & EQUIPMENT**

File Cabinet	1,000
Additional fire-proof file cabinet for irreplaceable historical, legal and personnel files, ad records. Current records exceed capacity of existing file cabinet.	

Copy Machine	15,000
Replacement of existing ten-year old high speed, high volume copier.	

Network Server Hardware	8,800
Replacement of existing ten-year old District network server with new hardware. New system will accommodate expansion to sixteen (16) station, increase speed, increase storage and memory capacity, and be Year 2000 compliant.	

Network Software	5,000
Updated software required for new District network server.	

Network Stations	1,650
Two (2) computer network stations compatible with new network server: One each for District Secretary and District Manager	



## BUDGET SUMMARY

DEPARTMENT: FINANCE

FUND: WATER

ACTIVITY: NO. 2

<u>CLASSIFICATION</u>	<u>1996-97 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
PERSONNEL	206,000	210,900	214,400
MATERIALS & SERVICES	61,830	63,820	80,050
DEBT SERVICE	0	0	0
CAPITAL OUTLAY	2,640	3,900	4,130
<u>TOTAL BUDGET</u>	<u>270,470</u>	<u>278,620</u>	<u>298,580</u>

**DEPARTMENT: FINANCE****ACTIVITY: NO. 2**

<u>PERSONNEL</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	163,830	169,300	171,300
5002 Temporary Wages	0	1,000	1,000
5003 Overtime Wages	1,100	300	300
Sub Total	<u>164,930</u>	<u>170,600</u>	<u>172,600</u>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	10,730	10,400	11,200
5707 Dental Insurance	2,070	1,600	2,200
5708 Vision Insurance	850	900	900
5709 Life Insurance	790	1,000	800
5710 Long Term Disability	840	900	900
5711 PERS Retirement	11,270	11,000	11,400
5712 FICA (Social Security)	10,800	10,600	10,700
5713 Workers Compensation	980	1,100	800
5714 Assistance Program	210	300	300
5715 Other Payroll Charges	0	0	0
5716 Medicare	2,530	2,500	2,600
Sub Total	<u>41,070</u>	<u>40,300</u>	<u>41,800</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>206,000</u></b>	<b><u>210,900</u></b>	<b><u>214,400</u></b>

**POSITION TITLES**

Office Supervisor	1
Customer Service Officer	0.5
Customer Service/Finance Clerk	0.5
Office Specialist/Computer Operator	1
Customer Service/Purchasing	<u>1</u>
<b>TOTAL POSITIONS</b>	<b>4</b>

**DEPARTMENT: FINANCE**

**ACTIVITY: NO. 2**

<u>MATERIAL &amp; SERVICES</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
5020 Contract Professional Services	4,740	4,500	18,800
5031 Audit Services	10,500	10,500	12,000
5060 Office Supplies & Repairs	13,270	14,000	14,500
5061 Postage	11,880	12,000	12,000
5062 Subscriptions - Books	50	50	50
5064 Training, Conferences & Meetings	0	800	700
5065 Membership & Dues	300	270	300
5068 Collection Costs/Credit Reports	380	500	500
5069 Bad Debts	710	1,200	1,200
5076 Refund of Connection Charges	20,000	20,000	20,000
<b><u>TOTAL MATERIAL &amp; SERVICES</u></b>	<b><u>61,830</u></b>	<b><u>63,820</u></b>	<b><u>80,050</u></b>

**DEPARTMENT: FINANCE**

**MATERIAL & SERVICES**

5020	Contractual Professional Services		\$18,800
	Maintenance on equipment - telephones, copier and printers	1,500	
	Accounting package software maintenance contract	2,400	
	Miscellaneous requested software changes	2,000	
	Software development for cash receipts program	2,500	
	Accounting package software changes for Year 2000 compliant (50% of required expenditure to be funded FY 1998/99 & 50% funded 1999/2000)	<u>10,400</u>	
	SUBTOTAL	18,800	
5031	Audit Services		12,000
	Annual audit services, preparation of State Controller's report and financial reports.		
5060	Office Supplies		14,500
	Miscellaneous office supplies, printing forms, and paper for computer reports.		
5061	Postage		12,000
	Postage for mailing water bills, second notices, and correspondence.		
5062	Subscription and Books		50
	Miscellaneous publications		
5064	Training, Conferences, and Meetings		700
	Seminars for customer services, travel expense for 5 employees.		

5065	Membership & Dues	300
	Credit Bureau of Santa Cruz, California Association Public Purchasing Officers, National Notary Association.	
5068	Collection Costs & Audit Reports	500
	Credit reports for new water customers, stop payment fees, bank analysis charges, lien release fees, and collection costs.	
5069	Bad Debts	1,200
	Write off of bankruptcy accounts and uncollectible accounts over 5 years old.	
5076	Refund of Connections	20,000
	Second of five payments to establish a reserve fund for outstanding connections fees paid prior to 1981	

DEPARTMENT: FINANCE

ACTIVITY: NO. 2

<u>CAPITAL OUTLAY</u>		<u>1997-98</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>1997-98</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>
<u>OFFICE FURNITURE &amp; EQUIPMENT</u>				
5888 1706	P.C. Monitor Replacement	1,110	0	0
	Laminating System	320	300	0
	File Cabinet - 6 Shelf	570	700	0
	Upgrade to Microsoft Office (4)	0	1,100	0
	P.C. w/connection to Network	0	1,800	0
	Upgrade Memory on PC	370	0	0
	File Cabinet	270	0	0
	Network Stations (5)	0	0	4,130
<u>TOTAL CAPITAL OUTLAY</u>		<u>2,640</u>	<u>3,900</u>	<u>4,130</u>

**DEPARTMENT: FINANCE**

**CAPITAL OUTLAY**

**Network Stations**

**\$4,130**

Five (5) computer network stations compatible  
with new network server: one each for all  
Finance Department personnel.

## BUDGET SUMMARY

DEPARTMENT: ENGINEERING

FUND: WATER

ACTIVITY: NO. 3

<u>CLASSIFICATION</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<u>PERSONNEL</u>	<u>117,260</u>	<u>143,600</u>	<u>97,200</u>
<u>MATERIALS &amp; SERVICES</u>	<u>8,280</u>	<u>13,230</u>	<u>11,200</u>
<u>DEBT SERVICE</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>CAPITAL OUTLAY</u>	<u>41,660</u>	<u>22,500</u>	<u>70,600</u>
<u>TOTAL BUDGET</u>	<u>167,200</u>	<u>179,330</u>	<u>179,000</u>



**DEPARTMENT: ENGINEERING****ACTIVITY: NO. 3**

<u>PERSONNEL</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b>SALARIES</b>			
5001 Regular Salaries	119,830	118,800	119,600
5002 Temporary Salaries	0	4,000	0
5003 Overtime Wages	2,030	0	0
Sub Total	<u>121,860</u>	<u>122,800</u>	<u>119,600</u>
<b>BENEFITS</b>			
5706 Medical Insurance	5,600	5,400	5,900
5707 Dental Insurance	1,150	900	1,300
5708 Vision Insurance	270	300	300
5709 Life Insurance	320	400	400
5710 Long Term Disability	840	800	900
5711 PERS Retirement	8,070	8,100	8,200
5712 FICA (Social Security)	7,500	7,200	7,500
5713 Workers Compensation	4,570	5,400	3,400
5714 Assistance Program	90	100	100
5715 Other Payroll Charges	0	0	0
5716 Medicare	1,750	1,800	1,800
5717 Special Clothing	440	900	900
Sub Total	<u>30,600</u>	<u>31,300</u>	<u>30,700</u>
<b>ALLOCATIONS</b>			
5719 Allocated to Projects	<u>(35,200)</u>	<u>(10,500)</u>	<u>(53,100)</u>
<b>TOTAL PERSONNEL</b>	<u>117,260</u>	<u>143,600</u>	<u>97,200</u>

<b>POSITION TITLES</b>	
District Engineer	1
Engineering Aide I	<u>1</u>
<b>TOTAL POSITIONS</b>	<b>2</b>

**DEPARTMENT: ENGINEERING**

**PERSONNEL ALLOCATED TO PROJECTS**

5719 Allocated to Projects \$53,100

Engineering Personnel & overhead charged  
to specific projects

Nina Booster Pump Station Project	2,000
Teilh Drive Bridge Project	1,500
South System Facilities Planning Proj.	4,500
Underground Fuel Storage Tank Proj.	1,500
Fairview Booster Pump Station Facilities Planning Project	2,000
Brackney/Sunnycroft Watermain Replacement Project - FEMA 1203	19,600
Huckleberry Island Watermain Replacement Project - FEMA 1203	8,500
Highway 9/Glen Arbor Road Watermain Replacement Project - FEMA 1203	6,000
Highway 9/Highland Watermain Replacement Project - FEMA 1203	6,000
Box Gulch Creek Drainage Project FEMA 1203	<u>1,500</u>
SUBTOTAL	53,100

**DEPARTMENT: ENGINEERING**

**ACTIVITY: NO. 3**

<u>MATERIAL &amp; SERVICES</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
5020 Contract Professional Services	350	2,500	2,500
5044 Maintenance & Operations of Vehicles	1,380	1,800	1,500
5048 Small Tools/Maintenance & Repairs	950	400	500
5059 Communications (2)	1,290	1,200	700
5060 Office Supplies & Repairs	2,800	3,000	3,000
5062 Subscription & Books	1,050	1,500	800
5064 Training, Conferences & Meetings	50	2,500	1,000
5065 Membership & Dues	410	330	1,200
 <u>TOTAL MATERIAL &amp; SERVICES</u>	 <u>8,280</u>	 <u>13,230</u>	 <u>11,200</u>

**DEPARTMENT: ENGINEERING****MATERIALS & SERVICES**

5020	Contract & Professional Services		\$2,500
	Maintenance on equipment -		
	telephone and plotter/printer	500	
	Miscellaneous outside consultant		
	services.	<u>2,000</u>	
	SUBTOTAL	2,500	
5044	Maintenance & Operation of Vehicles		1,500
	Gasoline & repairs to the		
	departments 2 vehicles.		
5048	Small tools/Maintenance and Repairs		500
	Purchasing and maintenance of small		
	surveying equipment.		
5059	Communications		700
	Telephone service charges, long		
	distance calls and cellular phone		
	service.		
5060	Office Supplies		3,000
	Blue print services, special engineering		
	supplies, county maps, surveying supplies,		
	paint for marking locates and APN update.		
5062	Subscriptions & Books		800
	Compuserve, Geographic Information System,		
	Updates of Assessors Parcel Numbers for		
	microfische and computer-aided design,		
	system books.		
5064	Training, Conference & Meetings		1,000
	Seminars, travel expenses for conferences		
	and training.		
5065	Membership & Dues		1,200
	American Water Works Assn.	95	
	Automated Mapping/Facility Maint.	85	
	California Rural Water Assn.	95	
	National Rotary Assn.	25	
	USA Locate	785	
	Water Environment Federation	<u>115</u>	
	SUBTOTAL	1,200	

**DEPARTMENT: ENGINEERING**

**ACTIVITY: NO. 3**

<u>CAPITAL OUTLAY</u>		<u>1997-98</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>1997-98</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>
<b>MACHINERY &amp; EQUIPMENT</b>				
5888 1702	Water Line Locator	3,010	3,500	0
	Blue Print Machine	1,860	2,500	0
	5 Drawer File w/Dividers (2)	0	2,500	0
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>				
5888 1706	(6) Cabinets (48"x36"x12")	1,910	0	0
	ESRI Arcview 3.0	0	0	800
	Internal Engineering Network	0	0	600
	Pipeline Hydraulic Model Software	0	0	2,200
<b>CAPITAL PROJECTS</b>				
5890 9017	Lomond Terrace	5,570	1,000	0
	9304 Quail Maint Wells	5,420	0	0
	9503 Nina Booster	1,750	2,500	2,000
	9506 Telih Drive Bridge	0	1,500	1,500
	9602 Fairview Booster	0	2,500	2,000
	9610 South System Facility Planning	7,230	0	5,000
	9616 Cal Trans - Hwy9/Glen Arbor	9,780	0	0
	9701 Bear Creek Tank Inspection	490	5,000	10,000
	9709 Ridgeview Tank Replacement	560	0	0
	9713 Hermosa/Oak Mainline	60	0	0
	9802 Underground Storage Tanks	0	0	1,500
<b>CAPITAL PROJECTS STATE</b>				
5891 9510	Filter Unit #3 Treatment Plant	2,300	0	0
<b>STORM PROJECTS - WINTER 1997 #1155</b>				
5894 9603	Sunnycroft Crossing	0	1,500	0
<b>STORM PROJECTS - EL NINO STORM #1205</b>				
5894 98XX	Projects	1,720	0	0
	9804F #26 Brackney/Sunnycroft Main	0	0	19,600
	9805F #27 Huckleberry Island Main	0	0	11,900
	9806F #28 Hwy 9/Glen Arbor Main	0	0	6,000
	9817C #39 Box Gulch Creek Drainage	0	0	1,500
	9825F #38 Hwy 9 Highlands Main	0	0	6,000
<b><u>TOTAL CAPITAL OUTLAY</u></b>		<b><u>41,660</u></b>	<b><u>22,500</u></b>	<b><u>70,600</u></b>

## DEPARTMENT: ENGINEERING

### CAPITAL OUTLAY

#### OFFICE FURNITURE & EQUIPMENT

ESRI ARCVIEW Software purchase for GIS database capabilities	\$ 800
INTERNAL ENGINEERING DEPT. NETWORK Miscellaneous supplies and materials to link two (2) existing Engineering Dept. computers together for the purpose of sharing files and peripheral equipment.	600
HYDRAULIC PIPELINE MODEL SOFTWARE Software purchase for hydraulic pipeline model capabilities.	2,200

#### CAPITAL PROJECTS

Nina Booster Pump Station Project Engineer designs and construction services for replacement of Nina Booster Pump Station. Preliminary design was completed by Staff in FY 1997-98.	2,000
Teilh Drive Bridge Replacement Project Construction inspection services by Engineering Dept. Staff for replacement of District water distribution facilities to accommodate Santa Cruz County, Teilh Drive Bridge Replacement Project.	1,500
Fairview Booster Pump Station Facilities Planning Project Preliminary design, planning and site acquisition activities by Engineering Dept. Staff for project to construct a new booster pump station in the Highland Zone. New booster pump slated to be relocated to lower elevation due to suction pressure problems.	2,000

South System Facilities Plan Engineering Dept. Staff activities associated with the planning and preliminary design of alternatives for supplemental water sources for the South System.	5,000
Bear Creek Water Tank Inspection Consultant services for complete structural and protective coatings and inspection of the existing 75,000 gallon welded steel Bear Creek Water Storage Tank.	10,000

STORM PROJECTS - EL NIÑO 1203

Brackney/Sunnycroft Watermain Replacement Project Design and construction inspection service activities by Engineering Dept. Staff for FEMA project to construct approximately 2,300 lineal feet of 8-inch water distribution facilities in Ben Lomond along Highway 9 from Sunnycroft to end of distribution facilities. Project in lieu of two river crossings.	\$ 19,600
Huckleberry Island Watermain Replacement Project Design and construction inspection service activities by Engineering Dept. Staff for FEMA project to construct approximately 2,000 lineal feet of 8-inch water distribution facilities in Brookdale along Huckleberry Island Road. Project in lieu of river crossing.	11,900
Highway 9/Glen Arbor Road Watermain Replacement Project Design and construction inspection service activities by Engineering Dept. Staff for FEMA project to construct approximately 300 lineal feet of 6-inch water distribution facilities in Ben Lomond along Highway 9, between Glen Arbor Road and Coon Heights.	6,000

Box Gulch Drainage Project	1,500
Design and construction inspection services for replacement of damaged drainage culvert at Box Gulch Creek, Zayante.	
Highway 9/Highlands Blvd. Watermain Replacement Project	6,000
Design and construction inspection service activities by Engineering Dept. Staff for FEMA project to construct approximately 300 lineal feet of 6-inch water distribution facilities in Ben Lomond along Highway 9 at Highlands Blvd.	



# BUDGET SUMMARY

DEPARTMENT: OPERATIONS  
DISTRIBUTION

FUND: WATER

ACTIVITY: NO. 4

<u>CLASSIFICATION</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<u>PERSONNEL</u>	485,000	520,100	558,500
<u>MATERIALS &amp; SERVICES</u>	179,245	210,600	189,500
<u>DEBT SERVICE</u>	234,940	243,600	239,700
<u>CAPITAL OUTLAY</u>	424,115	335,600	829,100
<u>TOTAL BUDGET</u>	<u>1,323,300</u>	<u>1,309,900</u>	<u>1,816,800</u>

**DEPARTMENT: OPERATIONS**  
**DISTRIBUTION**

**ACTIVITY: NO. 4**

<u>PERSONNEL</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b><u>SALARIES</u></b>			
5X01 Regular Salaries	387,430	404,000	420,400
5X02 Temporary Salaries	36,870	16,100	11,800
5X03 Overtime Wages	19,630	20,900	20,000
5704 Standby Wages	13,510	13,900	14,100
<b>Sub Total</b>	<b><u>457,440</u></b>	<b><u>454,900</u></b>	<b><u>466,300</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	30,570	28,500	32,800
5707 Dental Insurance	7,080	4,900	7,800
5708 Vision Insurance	1,540	1,500	1,800
5709 Life Insurance	1,380	1,500	1,500
5710 Long Term Disability	1,740	1,700	1,800
5711 PERS Retirement	26,650	26,700	28,000
5712 FICA (Social Security)	29,090	27,700	28,500
5713 Workers Compensation	16,990	17,700	11,800
5714 Assistance Program	420	500	500
5715 Other Payroll Charges	0	0	0
5716 Medicare	6,910	6,600	6,800
5717 Special Clothing	6,490	4,400	4,400
<b>Sub Total</b>	<b><u>128,860</u></b>	<b><u>121,700</u></b>	<b><u>125,700</u></b>
<b><u>ALLOCATIONS</u></b>			
5719 Allocated to Projects	<u>(101,300)</u>	<u>(56,500)</u>	<u>(33,500)</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>485,000</u></b>	<b><u>520,100</u></b>	<b><u>558,500</u></b>

<b>POSITION TITLES</b>	
Operations Superintendent	1
Field Foreman	1
Electrical Main. Mechanic	1
Meter Repair/Cust Service Rep	1 .5
Construction/Equip Operator	1
Maintenance Worker II	1
Operations Technician	1
Maintenance Worker I	1
Construction Specialist	1
<b>TOTAL POSITIONS</b>	<b>9 .50</b>

## DEPARTMENT - OPERATIONS DISTRIBUTION

### PERSONNEL ALLOCATED TO PROJECTS

5719 Allocated to Projects \$33,500

Operations personnel & overhead charged  
to specific Capital projects.

East Brookdale Watermain Project	5,000
Nina Booster Pump Station Project	14,500
Bear Creek Water Tank Inspection	3,000
Fern Drive Watermain Replacement Project	<u>11,000</u>
SUBTOTAL	33,500

**DEPARTMENT: OPERATIONS**  
**DISTRIBUTION**

**ACTIVITY: NO. 4**

<b><u>MATERIAL &amp; SERVICES</u></b>	<b><u>1997-98 ESTIMATED EXPENSE</u></b>	<b><u>1997-98 ADOPTED BUDGET</u></b>	<b><u>1998-99 ADOPTED BUDGET</u></b>
5X20 Contract Professional Services	8,200	29,800	12,000
5X40 Utilities	53,920	45,000	50,000
5X43 Operating Supplies	30,610	40,000	35,000
5044 Maintenance & Operations of Vehicles	34,970	32,000	30,000
5X47 Rental/Leases/Permits	2,930	3,000	3,000
5048 Small Tools - Maintenance & Repairs	9,300	6,000	7,000
5X50 Facilities Maintenance	9,000	15,000	15,000
5052 Safety Equipment	2,590	3,000	3,000
5X59 Communications & Telemetering	39,820	30,000	35,000
5060 Office Supplies & Repairs	3,300	4,000	4,000
5062 Subscription & Books	0	400	400
5064 Training, Conferences & Meetings	1,100	2,500	2,500
5065 Membership & Dues	105	400	400
5078 Other Household Supplies	1,400	1,500	1,500
<b>Sub Total</b>	<b><u>197,245</u></b>	<b><u>212,600</u></b>	<b><u>198,800</u></b>
<b>ALLOCATIONS</b>			
5779 District Equipment Charged to Projects	<u>(18,000)</u>	<u>(2,000)</u>	<u>(9,300)</u>
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>179,245</u></b>	<b><u>210,600</u></b>	<b><u>189,500</u></b>

## DEPARTMENT - OPERATIONS DISTRIBUTION

### MATERIAL & SERVICES

5020	Contract Professional Services		\$12,000
	Maintenance on equipment -		
	telephone, copier and printers	700	
	DOT Testing Program	300	
	Cathodic Protection System		
	Inspection Service	1,200	
	Outside Labor-Maintenance Worker	4,800	
	Miscellaneous outside service	<u>5,000</u>	
	SUBTOTAL	12,000	
5040	Utilities		50,000
	Electrical services to booster pumps,		
	tanks and distribution system.		
5043	Operating Supplies		35,000
	Supplies for maintenance of mains,		
	booster pumps, regulators, tanks,		
	and customer service.		
5044	Maintenance of Operating Vehicles		30,000
	Gasoline, oil and maintenance of 9		
	vehicles, backhoe, 2 dump trucks,		
	kubota and tractor.		
5047	Rentals, Leases and Permits		3,000
	Encroachment permits, County of Santa Cruz,		
	underground storage tank, Monterey Bay		
	Unified Air, rentals of various operating		
	equipment as scaffolding, forklift.		
5048	Small Tools - Maintenance & Repairs		7,000
	Purchase & maintenance of small tools, chains,		
	saws, air compressors, portable generators,		
	trash pumps, fusion machine.		
5050	Facilities Maintenance		15,000
	Maintenance of District facilities, operations		
	building, booster stations, storage tanks,		
	Quail Hollow storage yard, spoil removal.		

5052	Safety Equipment	3,000
	Purchase and maintenance, shoring equipment, fire extinguishers, barricades, first aid kits, flares.	
5059	Communications & Telemetry	35,000
	Telemetry charges, beepers, alarm services, answering services and cellular phone service.	
5060	Office Supplies & Repairs	4,000
	Miscellaneous office supplies, computer paper, copier paper, computer repair, parts, printing of forms and notices.	
5062	Subscriptions & Books	400
	American Water Works Assn. books, renewal of Title 8 publications.	
5064	Training, Conferences & Meetings	2,500
	Seminars, travel expense, meetings with other agencies, AWWA annual conferences.	
5065	Membership & Dues	400
	American Water Works Association	
5078	Other Household Supplies	1,500
	Miscellaneous paper products, cleaning supplies, coffee.	

**DEPARTMENT - OPERATIONS DISTRIBUTION**

DISTRICT EQUIPMENT ALLOCATED TO PROJECTS \$9,300

East Brookdale Watermain Project	2,000
Nina Booster Pump Station Project	1,300
Bear Creek Water Tank Inspection	500
Fern Drive Watermain Replacement Proj.	<u>5,500</u>
SUBTOTAL	9,300

DEPARTMENT: OPERATIONS

DISTRIBUTION

ACTIVITY: NO. 4

<u>DEBT SERVICE</u>		<u>1997-98</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>1997-98</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>
5886	1977 EDA Loan			
2702	Principal	15,480	15,500	16,100
2703	Interest	1,580	1,600	900
5886	1988 St. Resource Loan			
2704	Principal	59,920	60,000	62,000
2705	Interest	13,330	13,400	11,300
5886	1982 University Bond			
2712	Principal	2,000	2,000	0
2713	Interest	1,840	300	1,000
5886	1997 CSDA Lease			
2714	Principal	0	10,000	10,000
2715	Interest	14,040	14,000	13,800
5886	1995 N.B.C. Assessment Bond			
2720	Principal	40,000	40,000	40,000
2721	Interest	86,750	86,800	84,600

126,750

<u>TOTAL DEBT SERVICE</u>	<u>234,940</u>	<u>243,600</u>	<u>239,700</u>
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## OPERATIONS DISTRIBUTION - DEBT SERVICE

04-58862702	1977 EDA Loan (20 years) Principal & interest, for construction of Olympia Well & miscellaneous distribution system improvements.	\$17,000
04-58862704	1988 State Resource Loan (15 years) Principal & interest for cash flow loan due to Valleywide Sewer Project financial problems.	73,300
04-58862712	1982 University Drainage Bond (15 years) Final payment for maturity of this issue. Drainage improvements University Tank Site.	1,000
04-58862714	1997 CSDA (15 years) Principal & interest for procurement for Operations building.	23,800
04-58862720	1995 North Boulder Creek Improvement Bond (20 years) Principal & interest, funds collected by County of Santa Cruz through tax rolls, from effected property owner, for construction of distribution system improvements North Boulder Creek.	124,600

**DEPARTMENT: OPERATIONS**  
**DISTRIBUTION**

**ACTIVITY: NO. 4**

<u>CAPITAL OUTLAY</u>			<u>1997-98</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>1997-98</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>
<b>MACHINERY &amp; EQUIPMENT</b>					
5888	1702	Pipe Locator	0	700	0
		Fusion Machine	1,640	0	0
		Cut Off Saw 14" Diamenter	1,330	2,000	1,100
		Leak Detector Sonic	1,940	2,100	0
		Fork Lift	4,250	4,500	0
		Pipe Threader 3 Sets	0	1,000	0
		2-Chain Saws/Theft Replacement	1,590	1,800	0
		Portable Pump - Three-Inch	0	0	1,500
		Jackhammer - 90#	0	0	1,500
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>					
5888	1706	Scada Upgrade	5,940	25,000	25,000
		Digital Camera	0	0	600
		Network Stations (4)	0	0	3,300
		File Cabinet	0	0	600
<b>TRANSPORTATION EQUIPMENT</b>					
5888	1711	Truck #138 Replacement	12,000	0	0
		Truck 233 Radio	1,580	0	0
		Truck #139 Replacement	21,000	21,000	0
		Backhoe Replacement	0	0	62,000
		Radio Replacement - 3 Vehicles	0	0	5,400
<b>WATER METERS &amp; REGISTERS</b>					
5888	1736	New Service Installations	13,060	10,000	10,000
<b>CAPITAL PROJECTS</b>					
5890	9017	Lomond Terrace	97,750	30,000	0
	9503	Nina Booster	1,160	50,000	50,000
	9506	Teilh Drive Bridge	21,880	10,000	0
	9602	Fairview Booster Facility Planning	110	60,000	6,000
	9606	Quail #5 Booster	30	0	0
	9607	Olympia Corrective Action	1,710	0	0
	9616	Cal Trans - HWY 9/Glen Arbor	106,800	0	0
	9701	Bear Creek Tank Inspections	0	47,000	2,500
	9702	Big Steel Zone Pressure	6,320	25,000	0

**DEPARTMENT: OPERATIONS**  
**DISTRIBUTION**

**ACTIVITY: NO. 4**

CAPITAL OUTLAY—Continued		1997–98 ESTIMATED EXPENSE	1997–98 ADOPTED BUDGET	1998–99 ADOPTED BUDGET
CAPITAL PROJECTS – Continued				
9709	Ridgeview Tank Replacement	8,490	0	0
9710	Utility Shed Operations	9,460	0	0
9711	Generator Assessories	4,050	0	0
9712	Big Steel 6" Main Relocate	2,600	0	0
9713	Hermosa & Oak Mainline	31,100	0	0
9801	Fern Drive Main Replacement	0	0	60,000
9802	Underground Storage Tank	0	0	6,000
9803	Replacement of Pumps & Motors	0	3,500	5,000
9804	Telemetry Controls	0	10,000	5,000
STORM PROJCTES – WINTER 1997 #1155				
5894 9601	Foreman Intake	3,260	2,000	0
9602	Pleasant Wy/Hwy 9 River Cross'g	9,050	20,000	0
9603	Sunnycroft Crossing	0	10,000	0
STORM PROJECTS – EL NINO #1203				
9801B	#09 North Street River X	2,710	0	0
9802B	#10 Brookdale River X	4,200	0	0
9804B	#11 Brackney/Sunnycroft Rv. X	11,780	0	0
9805B	#12 Huckleberry Island River X	3,900	0	0
9806B	#13 Hwy 9 @ Glen Arbor—Main	5,650	0	0
9808B	#15 Alta Via Road – Temporary	1,050	0	0
9810B	#16 Riverdale Park River X	5,925	0	0
9812B	#17 Crescent Drive River X	2,290	0	0
9813B	#18 Echo Main Replacement	13,830	0	0
9814B	#01 Blue Ridge Tk Slide Cleanup	820	0	0
9820B	#21 Various Mains & Sv. Repair	530	0	0
9802F	#25 East Brookdale Water Line	0	0	11,000
9804F	#26 Brackney/Sunnycroft Water	0	0	287,500
9805F	#27 Huckleberry Island	0	0	170,000
9806F	#28 Hwy 9/Glen Arbor	0	0	55,000
9823F	#36 California Drive Water Main	0	0	3,700
9824F	#37 Fern Drive	0	0	5,400
9825F	#38 Highway 9/Highlands	0	0	51,000
9899	Administrative Costs	3,330	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>424,115</b>	<b>335,600</b>	<b>829,100</b>

## DEPARTMENT - OPERATIONS DISTRIBUTION

### CAPITAL OUTLAY

#### MACHINERY & EQUIPMENT

Cut Off Saw	\$ 1,100
Replacement of existing gas powered cut off saw. Existing equipment has reached life expectancy.	
Portable Pump	1,500
Replacement of existing 3-inch gas powered portable pump. Existing equipment has reached life expectancy.	
Jackhammer	1,500
Replace of existing 90 lbs. pneumatic powered jackhammer. Existing equipment has reached life expectancy.	

#### OFFICE FURNITURE & EQUIPMENT

SCADA Upgrade	25,000
Purchase of Windows NT software upgrade for existing SCADA System. Will allow expansion of data collection/control sites. Existing system at full capacity.	
Digital Camera	600
Purchase of digital camera and software for photography.	
Network Stations	3,300
Four (4) computer network stations compatible with new network server for Operations Building	
File Cabinet	600
Additional file cabinet for Operations Building. Current record storage exceeds capacity of existing file cabinet.	

## TRANSPORTATION EQUIPMENT

Backhoe Replacement	62,000
Replacement of existing 1980 John Deer Backhoe with new backhoe. Existing equipment is approximately 20 years old, has become unreliable and maintenance expenses have increase significantly. Existing backhoe will be used for trade-in value at time of new purchase.	
Radio Replacement	5,400
Replacement of three (3) vehicle mounted two-way radios. Existing equipment is approximately 15 years old, has become unreliable and maintenance parts are no longer available.	

## WATER METERS & REGISTERS

New Service Installations	10,000
Miscellaneous parts and supplies utilized for the installation of new water services. The cost of these parts and supplies are charged to the customers' installation deposit.	

## CAPITAL PROJECTS

Nina Booster Pump Station Replacement Project	50,000
Construction by District Staff of a new booster pump station for the Nina Terrace Zone, Boulder Creek. This project will provide a complete replacement and upgrade for the existing Nina Booster Pump Station, which has design, structural and electrical problems.	
Fairview Booster Pump Station Facilities Planning	6,000
Preliminary planning and site acquisition activities for project to construct new booster pump station in the Highlands Zone.	
Replacement Pumps & Motors	5,000
Miscellaneous replacement of existing distribution system pumps and motors, as needed.	
Telemetry Controls	5,000
Miscellaneous replacement or repair of existing SCADA control system components, as needed.	

Bear Creek Estates Water Tank Inspection Project Installation by District Staff of temporary water storage facilities for the Bear Creek Estates Zone to facilitate complete structural and protective coatings inspection of existing 75,000 gallon welded steel water storage tank.	3,500
Fern Drive Watermain Replacement Project Construction by District Staff of approximately 1,000 lineal feet of 6-inch water distribution system along Fern Avenue from Douglas Avenue to Two Bar Road. The existing water main is exposed at the surface of the roadway in many areas and this part of the distribution system is a high maintenance area.	60,000
Underground Fuel Storage Tank Project Modifications to three (3) underground fuel storage tanks to comply with revised regulations issued by the U.S. Environmental Protection Agency (EPA). Compliance required by December 22, 1998.	6,000

#### STORM PROJECTS - EL NIÑO 1203

East Brookdale Water Main Installation by District Staff of approximately 500 lineal feet of 6-inch water distribution facilities along Fern Street and Riverside Road, Brookdale, to replace temporary 2-inch mainline installed to restore water service due to loss of waterline river crossing during storm period.	11,000
Brackney/Sunnycroft Watermain Replacement Project Installation by outside services of approximately 2,300 lineal feet of 8-inch water distribution facilities in Ben Lomond, along Highway 9 from Sunnycroft Road to end of distribution system. This project replaces temporary 2-inch mainline installed to restore water service due to loss of waterline river crossing at two (2) locations during storm period.	287,500

Huckleberry Island Watermain Replacement Project Installation by outside services of approximately 2,000 lineal feet of 8-inch water distribution facilities along Huckleberry Island Road, Brookdale. This project replaces temporary 2-inch mainline installed to restore water service due to loss of waterline river crossing during storm period.	170,000
Highway 9/Glen Arbor Road Watermain Replacement Project Installation by outside services of approximately 300 lineal feet of 6-inch water distribution facilities along Highway 9, between Glen Arbor Road and Coon Heights Road, Ben Lomond, to replace temporary 6-inch facilities installed to restore water service due to storm damage.	55,000
California Drive Watermain Project Installation by outside services of concrete encasement for approximately 100 lineal feet of existing 10-inch water distribution facilities exposed in riverbed at end of California Drive, Ben Lomond, during storm period.	3,700
Fern Drive Watermain Project Installation by outside services of concrete encasement for approximately 250 lineal feet of 6-inch water distribution facilities exposed in drainage swale along Fern Drive, Boulder Creek, during storm period.	5,400
Highway 9/Highlands Blvd. Watermain Project Installation by outside services of approximately 300 lineal feet of 6-inch water distribution facilities along Highway 9 at Highlands Blvd., Ben Lomond, to replace facilities damaged during storm period.	51,000

## BUDGET SUMMARY

DEPARTMENT: OPERATIONS  
SUPPLY & TREATMENT

FUND: WATER

ACTIVITY: NO. 8

<u>CLASSIFICATION</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
PERSONNEL	97,890	114,000	122,400
MATERIALS & SERVICES	200,773	188,200	229,800
DEBT SERVICE	293,330	298,100	299,300
CAPITAL OUTLAY	291,875	122,000	129,760
<u>TOTAL BUDGET</u>	<u>883,868</u>	<u>722,300</u>	<u>781,260</u>



**DEPARTMENT: OPERATIONS**  
**SUPPLY & TREATMENT**

**ACTIVITY: NO. 8**

<u>PERSONNEL</u>	<u>1996-97 ESTIMATED EXPENSE</u>	<u>1996-97 ADOPTED BUDGET</u>	<u>1997-98 ADOPTED BUDGET</u>
<b><u>SALARIES</u></b>			
5X01 Regular Salaries	99,280	83,700	89,200
5X02 Temporary Salaries	4,530	0	8,200
5X03 Overtime Wages	8,650	5,300	5,200
<b>Sub Total</b>	<b><u>112,460</u></b>	<b><u>89,000</u></b>	<b><u>102,600</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	6,510	5,500	7,500
5707 Dental Insurance	1,490	1,100	1,600
5708 Vision Insurance	350	400	400
5709 Life Insurance	320	400	400
5710 Long Term Disability	310	300	400
5711 PERS Retirement	5,640	5,600	6,100
5712 FICA (Social Security)	5,890	5,500	6,400
5713 Workers Compensation	3,350	3,800	2,600
5714 Assistance Program	90	100	100
5715 Other Payroll Charges	0	0	0
5716 Medicare	1,380	1,300	1,500
5717 Special Clothing	1,160	1,000	1,000
<b>Sub Total</b>	<b><u>26,490</u></b>	<b><u>25,000</u></b>	<b><u>28,000</u></b>
<b><u>ALLOCATIONS</u></b>			
5819 Allocated to Projects	(41,060)	0	(8,200)
<b><u>TOTAL PERSONNEL</u></b>	<b><u>97,890</u></b>	<b><u>114,000</u></b>	<b><u>122,400</u></b>

**POSITION TITLES**

Senior Plant Operator	0 .90
Systems Plant Operator	1 .00
<b>TOTAL POSITIONS</b>	<b>1 .90</b>

**DEPARTMENT - OPERATIONS, SUPPLY & TREATMENT**

**ACTIVITY NO. 8**

PERSONNEL ALLOCATED TO PROJECT \$8,200

5819 Allocated to Projects

Operations personnel & overhead charged  
to specific capital projects.

Foreman Dam Debris Removal Project \$3,500

Peavine Creek Log Jam Removal Project 3,200

Peavine Creek Surface Water Intake Proj. 1,500

SUBTOTAL 8,200

**DEPARTMENT: OPERATIONS**  
**SUPPLY & TREATMENT**

**ACTIVITY: NO. 8**

<u>MATERIAL &amp; SERVICES</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
5X20 Contract Professional Services	5,880	12,000	10,000
5X23 Outside Water Analysis	8,720	10,000	18,500
5X40 Utilities	123,700	100,000	130,000
5X42 Chemicals	24,980	22,000	30,000
5X43 Operating Supplies	10,280	15,000	13,000
5044 Maintenance & Operations of Vehicles	5,500	4,500	5,000
5X47 Rental/Leases/Permits	13,250	10,000	11,000
5048 Small Tools - Maintenance & Repairs	0	1,500	3,000
5X50 Building Maintenance -			
Operational Facilities	3,740	2,500	4,000
5052 Safety Equipment	0	500	500
5X59 Communications & Telemetering	4,310	8,200	5,500
5060 Office Supplies & Repairs	100	500	500
5062 Subscription & Books	190	500	500
5064 Training, Conferences & Meetings	470	500	500
5078 Other Household Supplies	120	500	500
Sub Total	<u>201,240</u>	<u>188,200</u>	<u>232,500</u>
<b><u>ALLOCATIONS</u></b>			
5879 District Equipment Charged to Projects	<u>(467)</u>	<u>0</u>	<u>(2,700)</u>
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>200,773</u></b>	<b><u>188,200</u></b>	<b><u>229,800</u></b>

**DEPARTMENT: OPERATIONS, SUPPLY & TREATMENT**

**MATERIAL & SERVICES**

5020	Contract Professional Services	\$10,000
	Outside services for well repairs and maintenance of telephones	
5023	Outside Water Analysis	18,500
	Outside services for water quality testing. FY 1998-99 requires complete tri-annual testing of all surface and groundwater sources for general mineral, general physical, organics and volatile organic chemicals.	
5040	Utilities	130,000
	Power for operation of wells and treatment plant. Increased to reflect full operational status of third unit at treatment plant.	
5042	Chemicals	30,000
	Calciquest for wells, chlorine, ploymer, and alum for treatment plant. Increased to reflect full operational status of third filter unit at water treatment plant.	
5043	Operating Supplies	13,000
	Sampling bottles, reagents, bacteria testing material, material for flushing due to build up from source of water.	
5044	Maintenance and Operation of Vehicles	5,000
	Gasoline, maintenance, and repairs of 2 vehicles.	
5047	Rentals, Leases & Permits	11,000
	State of California Water Septic System Fees, County of Santa Cruz plant permit, Lab and Haz Mat Certification fee.	
5048	Small Tools	3,000
	Specialized tools for water sampling for the treatment plant and lab.	

5050	Building Maintenance Maintenance of Treatment Plant, wells, and intake facilities.	4,000
5052	Safety Equipment Maintenance & replacement of fire extinguishers and eyewash stations.	500
5059	Communications & Telemetry Alarm services, answering services, telemeter charges for telephone lines and pagers.	5,500
5060	Office Supplies & Repairs Computer paper, special notebooks, printing forms.	500
5062	Subscription & Books Books needed for water quality updates.	500
5064	Training, Conferences & Meetings American Water Works and Monterey Bay seminars and conferences, travel expense	500
5078	Other Household Supplies Paper products, cleaning supplies, and other household supplies.	500

**DEPARTMENT - OPERATIONS, SUPPLY & TREATMENT**

**ACTIVITY NO. 8**

DISTRICT EQUIPMENT ALLOCATED TO PROJECT \$2,700

5879 Allocated to Projects

District equipment charged to specific  
capital projects.

Foreman Dam Debris Removal Project \$1,000

Peavine Creek Log Jam Removal Project 1,000

Peavine Creek Surface Water Intake Proj. 700

SUBTOTAL 2,700

DEPARTMENT: OPERATIONS

SUPPLY & TREATMENT

ACTIVITY: NO. 8

<u>DEBT SERVICE</u>			<u>1997-98</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>1997-98</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>
5886	1993	Safe Drinking Water Contract Pool			
2716		Principal	13,840	13,900	14,900
2717		Interest	61,740	61,800	60,800
5886	1991	State Resource-Treatment Plant			
2718		Principal	96,620	98,700	102,800
2719		Interest	121,130	123,700	120,800
<u>TOTAL DEBT SERVICE</u>			<u>293,330</u>	<u>298,100</u>	<u>299,300</u>

**DEPARTMENT: OPERATIONS, SUPPLY TREATMENT**

**DEBT SERVICE**

**\$299,300**

08-58862716	1993 Safe Drinking Water Contract Pool Loan (30 years) Principal & interest associated with refinancing of 1976 Safe Drinking Loan. Original loan refinanced due to change of interest rate. Project financed miscellaneous supply, storage and distribution improvements.	75,700
08-58862718	1991 State Resource Loan (25 years) Principal & interest for financing construction of surface water Treatment Plant.	<u>223,600</u>

**SUBTOTAL 299,300**



**DEPARTMENT: OPERATIONS**  
**SUPPLY & TREATMENT**

**ACTIVITY: NO. 8**

<u>CAPITAL OUTLAY</u>			<u>1997-98</u> <u>ESTIMATED</u> <u>EXPENSE</u>	<u>1997-98</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>
<b>MACHINERY &amp; EQUIPMENT</b>					
5888	1702	Lab Equipment MPN Test	3,240	3,000	0
		Chemical Feed Pumps (2)	2,490	2,500	0
		Chemical Feed Pumps (4)	0	0	5,000
		Heterotrophic Plate Count-Colony Counter (Lab Equip)	0	0	2,000
		Streaming Current Monitor	0	0	12,700
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>					
5888	1706	Pentium Computer Upgrade	1,500	1,500	0
		Computer Upgrade - Scada	0	0	2,000
<b>TRANSPORTATION EQUIPMENT</b>					
5888	1711	Generator Trailer Mounted 150KW	0	0	45,000
<b>CAPITAL PROJECTS</b>					
5890	9304	Quail Hollow Monitoring Wells	17,180	0	0
	9705	Water Clarification Basin	9,280	0	0
	9805	Replacement of Pumps & Motors	1,110	10,000	10,000
					0
<b>CAPITAL PROJECTS - STATE</b>					
5891	9510	Treatment Plant - Filter Unit	136,110	105,000	0
	9708	Paso Well Fencing	3,100	0	0
<b>STORM PROJECTS - EL NINO #1203</b>					
5894	9809A	#05 Peavine Creek Log Jam	1,500	0	12,500
	9809F	#31 Peavine Crk Surface Intake	6,640	0	13,360
	9811B	#20 Emergency Pwr. Generator	1,900	0	0
	9815C	#02 Foreman Slide Removal	4,070	0	0
	9816A	#03 Foreman Creek Log Jam	22,080	0	0
	9816B	#19 Foreman Crk Temp Intake	3,255	0	0
	9817B	#22 Box Gulch Slide	2,090	0	0

**DEPARTMENT: OPERATIONS**  
**SUPPLY & TREATMENT**

**ACTIVITY: NO. 8**

<u>CAPITAL OUTLAY – Continued</u>				<b><u>1997–98</u></b>	<b><u>1997–98</u></b>	<b><u>1998–99</u></b>
				<b><u>ESTIMATED</u></b>	<b><u>ADOPTED</u></b>	<b><u>ADOPTED</u></b>
				<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>
STORM PROJECTS – EL NINO – Continued						
5894	9819A	#07 Five Mile Access Rd		1,060	0	0
	9821A	#06 Clear Creek Log Jam		30,570	0	0
	9835A	#35 Foreman Creek Dam Debris		6,800	0	27,200
STORM PROJECTS – U.S. Dept Agric.						
5894	9860	Peavine Creek Log Jam–NRCS		37,900	0	0
<b><u>TOTAL CAPITAL OUTLAY</u></b>				<b><u>291,875</u></b>	<b><u>122,000</u></b>	<b><u>129,760</u></b>

## DEPARTMENT: OPERATIONS, SUPPLY & TREATMENT

### ACTIVITY NO. 8

### CAPITAL OUTLAY

#### MACHINERY & EQUIPMENT

Chemical Feed Pumps 5,000

Replacement of four (4) existing chemical feed pumps. Existing equipment has reached life expectancy.

Lab Equipment 2,000

Purchase of lab equipment to perform heterotrophic plate count testing in District laboratory. Testing for water quality in distribution system.

#### OFFICE FURNITURE & EQUIPMENT

Computer Upgrade - Treatment Plant SCADA 2,000

Replacement of existing treatment plant computer with new computer to accommodate remote process control and increased capacity.

### CAPITAL PROJECT

Replacement Pumps & Motors 10,000

Miscellaneous replacement of existing supply and treatment system pumps and motors, as needed.

#### TRANSPORTATION EQUIPMENT

Trailer Mounted 150 kw Generator 45,000

Purchase of a diesel power trailer mounted 150 kw generator to provide emergency standby power during periods of electrical outages. 150 kw generator required to supply power at Olympia and Pasatiempo well sites.

## STORM PROJECTS - EL NIÑO 1203

Peavine Creek Log Jam Project Removal of debris/log jams and fallen trees at various locations along Peavine Creek due to storm damage.	12,500
Peavine Creek Surface Water Intake Project Installation of new surface water intake structure and approximately 500 lineal feet of 8-inch raw water supply line to replace temporary intake facilities due to storm damage.	13,360
Foreman Creek Surface Water Intake Debris Removal Project Removal of debris/log jam and fallen trees at the Foreman Creek surface water intake structure. Debris covered existing facilities.	27,200

## BUDGET SUMMARY

DEPARTMENT: WATERSHED

FUND: WATER

ACTIVITY: NO. 5

<u>CLASSIFICATION</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
PERSONNEL	94,840	96,400	98,700
MATERIALS & SERVICES	7,720	10,660	10,810
DEBT SERVICE	0	0	0
CAPITAL OUTLAY	17,010	57,000	221,100
<u>TOTAL BUDGET</u>	<u>119,570</u>	<u>164,060</u>	<u>330,610</u>

**DEPARTMENT: WATERSHED****ACTIVITY: NO. 5**

<u>PERSONNEL</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	74,860	75,900	77,800
Sub Total	<u>74,860</u>	<u>75,900</u>	<u>77,800</u>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	5,140	5,000	5,400
5707 Dental Insurance	1,170	900	1,300
5708 Vision Insurance	250	300	300
5709 Life Insurance	160	200	200
5710 Long Term Disability	670	700	700
5711 PERS Retirement	4,400	4,400	4,800
5712 FICA (Social Security)	3,990	4,100	4,300
5713 Workers Compensation	2,890	3,300	2,200
5714 Assistance Program	50	100	100
5715 Other Payroll Charges	0	0	0
5716 Medicare	1,080	1,100	1,200
5717 Special Clothing	180	400	400
Sub Total	<u>19,980</u>	<u>20,500</u>	<u>20,900</u>
<b><u>ALLOCATIONS</u></b>			
5719 Allocated to Projects	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>94,840</u></b>	<b><u>96,400</u></b>	<b><u>98,700</u></b>

**POSITION TITLES**Watershed/Planner 1**TOTAL POSITIONS** 1

**DEPARTMENT: WATERSHED**

**ACTIVITY: NO. 5**

<b><u>MATERIAL &amp; SERVICES</u></b>	<b><u>1997-98 ESTIMATED EXPENSE</u></b>	<b><u>1997-98 ADOPTED BUDGET</u></b>	<b><u>1998-99 ADOPTED BUDGET</u></b>
5020 Contract Professional Services	350	2,000	1,500
5043 Operating Supplies	350	1,000	750
5045 Auto Allowance	4,200	4,200	4,200
5059 Communications	2,130	1,000	2,000
5062 Subscription & Books	520	800	700
5064 Training, Conferences & Seminars	170	600	600
5065 Membership & Dues	0	60	60
5080 Santa Margarita Committee	0	1,000	1,000
<hr/>			
<b><u>TOTAL MATERIAL &amp; SERVICES</u></b>	<b><u>7,720</u></b>	<b><u>10,660</u></b>	<b><u>10,810</u></b>

**DEPARTMENT: WATERSHED**

**MATERIALS & SERVICES**

5020	Contract Professional Services Maintenance of telephones and outside service needs for Watershed maintenance.	\$1,500
5043	Operating Supplies Supplies, copies of special reports, office supplies, maps, shovels.	750
5045	Auto Allowance \$350 monthly for Watershed Analyst	4,200
5059	Communications Cellular phone charges.	2,000
5062	Subscriptions & Books California Journal, Environmental Reporter, Environmental Regulations Update and miscellaneous publications.	700
5064	Training, Conferences & Seminars Attendance of conferences for watershed information.	600
5065	Membership & Dues Watershed Management Council membership.	60
5080	Santa Margarita Committee Miscellaneous supplies and materials to support activities of the Santa Margarita Groundwater Advisory Committee.	1,000



**DEPARTMENT: WATERSHED**

**ACTIVITY: NO. 5**

<b><u>CAPITAL OUTLAY</u></b>		<b><u>1997-98</u></b> <b><u>ESTIMATED</u></b> <b><u>EXPENSE</u></b>	<b><u>1997-98</u></b> <b><u>ADOPTED</u></b> <b><u>BUDGET</u></b>	<b><u>1998-99</u></b> <b><u>ADOPTED</u></b> <b><u>BUDGET</u></b>
<b><u>CAPITAL PROJECTS</u></b>				
5890	9105 Instream Habitat	1,810	10,000	10,000
	9514 Groundwater Model	0	20,000	20,000
	9612 Steelhead Survey	6,640	12,000	15,000
	9613 Waterman Gap Citizens Committe	6,800	10,000	0
	9706 Road Maintenance	1,760	5,000	5,000
	9806 Waterman Gap Planning	0	0	10,000
<b><u>STORM PROJECTS - EL NINO #1203</u></b>				
5894	9817A #39 Box Gulch Drainage	0	0	5,100
	9822A #08 Olympia Access Rd	0	0	2,000
	9827G #41 Kings Creek Access Rd	0	0	16,400
	9828G #42 Waterman Gap Access Rd	0	0	5,600
	9829G #43 San Lorenzo Fish Structures	0	0	98,000
	9844G #44 Zayante Fish Structures	0	0	34,000
<b><u>TOTAL CAPITAL OUTLAY</u></b>		<b><u>17,010</u></b>	<b><u>57,000</u></b>	<b><u>221,100</u></b>

## **DEPARTMENT - WATERSHED**

### **CAPITAL OUTLAY**

Instream Habitat	\$10,000
District support of joint project with California Fish and Game and Community Action Board for instream fisheries habitat project on King's Creek.	
Groundwater Model	20,000
Outside services for groundwater model of the Quail Hollow Subunit, Santa Margarita Aquifer.	
Steelhead Survey	15,000
District support of joint project with County of Santa Cruz and City of Santa Cruz Water Department for expanded fisheries study of San Lorenzo River basin.	
Road Maintenance	5,000
Miscellaneous repair and maintenance of erosion control structures on District's unpaved watershed roadways.	
Waterman Gap Planning	10,000
Funding for miscellaneous activities associated with Waterman Gap planning process.	

### **STORM PROJECTS - EL NIÑO 1203**

Box Gulch Creek Drainage Project	5,100
Replacement by outside services of 40 lineal feet of drainage culvert along Box Gulch Creek on District's Olympia property which was damaged in storm.	
Olympia Access Road Project	2,000
Removal by outside sources of debris and fallen trees at various locations along upper Olympia Access Road.	

King's Creek Access Road Project	16,400
Repair by outside services of approximately 9,000 lineal feet of unimproved access road to pre-disaster condition.	
Waterman Gap Access Road Project	5,600
Repair by outside services of approximately 1,800 lineal feet of unimproved access road to pre-disaster condition.	
San Lorenzo River Fish Habitat Structures	98,000
Repair and replacement by outside services to instream fish habitat structures at various locations along upper San Lorenzo River (Waterman Gap) due to storm damage.	
Zayante Creek Fish Habitat Structures	34,000
Repair and replacement by outside services to instream fish habitat structures at various locations along Zayante Creek due to storm damage.	

Repair by outside services of approximately 9,000 lineal feet of unimproved access road to pre-disaster condition.

Waterman Gap Access Road Project 5,600

Repair by outside services of approximately 1,800 lineal feet of unimproved access road to pre-disaster condition.

San Lorenzo River Fish Habitat Structures 98,000

Repair and replacement by outside services to instream fish habitat structures at various locations along upper San Lorenzo River (Waterman Gap) due to storm damage.

Zayante Creek Fish Habitat Structures 34,000

Repair and replacement by outside services to instream fish habitat structures at various locations along Zayante Creek due to storm damage.

## BUDGET SUMMARY

DEPARTMENT: WASTEWATER

FUND: SEWER

ACTIVITY: NO. 6

<u>CLASSIFICATION</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
PERSONNEL	6,730	7,100	7,600
MATERIALS & SERVICES	17,330	16,350	25,590
DEBT SERVICE	27,480	27,670	25,400
CAPITAL OUTLAY	0	0	15,000
<u>TOTAL BUDGET</u>	<u>51,540</u>	<u>51,120</u>	<u>73,590</u>

**DEPARTMENT: WASTEWATER**

**ACTIVITY: NO. 6**

<u>PERSONNEL</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	4,690	5,100	5,200
5003 Overtime Wages	540	0	500
<b>Sub Total</b>	<b><u>5,230</u></b>	<b><u>5,100</u></b>	<b><u>5,700</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	370	600	600
5707 Dental Insurance	60	100	100
5711 PERS Retirement	450	400	400
5712 FICA (Social Security)	320	400	400
5713 Workers Compensation	160	300	200
5716 Medicare	80	100	100
5717 Special Clothing	60	100	100
<b>Sub Total</b>	<b><u>1,500</u></b>	<b><u>2,000</u></b>	<b><u>1,900</u></b>
<b><u>ALLOCATIONS</u></b>			
5719 Allocated to Projects	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>6,730</u></b>	<b><u>7,100</u></b>	<b><u>7,600</u></b>

**POSITION TITLES**

Senior Plant Operator	<u>0.10</u>
<b>TOTAL POSITIONS</b>	<b>0.10</b>

**DEPARTMENT: WASTEWATER**

**ACTIVITY: NO. 6**

<b><u>MATERIAL &amp; SERVICES</u></b>	<b><u>1997-98 ESTIMATED EXPENSE</u></b>	<b><u>1997-98 ADOPTED BUDGET</u></b>	<b><u>1998-99 ADOPTED BUDGET</u></b>
5020 Contract Professional Services	0	6,000	5,000
5023 Outside Water Analysis	8,330	4,000	6,600
5040 Utilities	3,970	2,500	4,000
5042 Chemicals	0	0	6,000
5043 Operating Supplies	2,100	800	800
5044 Maintenance & Operations of Vehicles	390	350	400
5047 Permits	1,210	1,220	1,220
5050 Building Maintenance	30	300	300
5059 Communications	590	500	600
5060 Office Supplies & Repairs	240	200	200
5061 Postage	150	160	160
5066 Insurance - Property	320	320	310
<b><u>TOTAL MATERIAL &amp; SERVICES</u></b>	<b><u>17,330</u></b>	<b><u>16,350</u></b>	<b><u>25,590</u></b>

**DEPARTMENT: WASTE WATER**

**MATERIALS & SERVICES**

5020	Contractual Services	\$5,000
	Sewer system pumping and outside pipeline cleaning services, as needed.	
5023	Outside Water Analysis	6,600
	Sampling of PH & Solids on effluent tanks, fecal MPN, enterococcus & nitrogen. Increase monitoring required pursuant to Regional Water Quality Board amended permit.	
5040	Utilities	4,000
	Power to operate the sewer system. Increased electrical consumption due to disinfection requirement.	
5042	Chemicals	6,000
	Supplies for chlorine due to Regional Water Quality Control Board requirements for disinfection prior to sub-surface disposal.	
5043	Operating Supplies	800
	Supplies for wastewater system, effluent pumps, and lift station repairs.	
5044	Maintenance & Operations of Vehicles	400
	Pro-rated portion of vehicle maintenance.	
5047	Permits	1,220
	State of California for wastewater discharge.	
5050	Building Maintenance	300
	Maintenance of sewer facility.	
5059	Communications	600
	Telephones & telemetering.	



5060	Office Supplies	200
	Percentage of Administration and Finance office supplies based on number of sewer connections.	
5061	Postage	160
	Percentage of Administration and Finance postage based on number of sewer connections.	
5066	Insurance - Property	310
	Pro-rated percentage of Administration insurance based on number of sewer connections.	

DEPARTMENT: WASTEWATER

ACTIVITY: NO. 6

<u>DEBT SERVICE</u>	<u>1997-98 ESTIMATED EXPENSE</u>	<u>1997-98 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>
5886 1985 Bear Creek Bond Payment			
2710 Principal	20,000	20,000	20,000
2711 Interest	7,480	7,670	5,400
 <u>TOTAL DEBT SERVICE</u>	 <u>27,480</u>	 <u>27,670</u>	 <u>25,400</u>

## **DEPARTMENT - WASTE WATER**

### **DEBT SERVICE**

06-58862710	1985 Bear Creek Bond (15 years) Installation of new sewer facility. Funds collected through County of Santa Cruz tax rolls from effected property owners.	\$25,400
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DEPARTMENT: WASTEWATER

ACTIVITY: NO. 6

<u>CAPITAL OUTLAY</u>	<u>1996-97 ESTIMATED EXPENSE</u>	<u>1996-97 ADOPTED BUDGET</u>	<u>1997-98 ADOPTED BUDGET</u>
5890 9807 Wastewater Facility Planning	0	0	15,000
<u>TOTAL CAPITAL OUTLAY</u>	<u>0</u>	<u>0</u>	<u>15,000</u>

## **DEPARTMENT - WASTE WATER**

### **CAPITAL OUTLAY**

Waste Water Facility Planning	\$15,000
Procurement of outside services for preliminary planning of required improvements to existing sub-surface disposal system. The Regional Water Quality Control Board has required the District to resolve problems associated with sub-surface disposal. This includes a formal review by a qualified engineering consultant to investigate further treatment measures to address associated problems.	