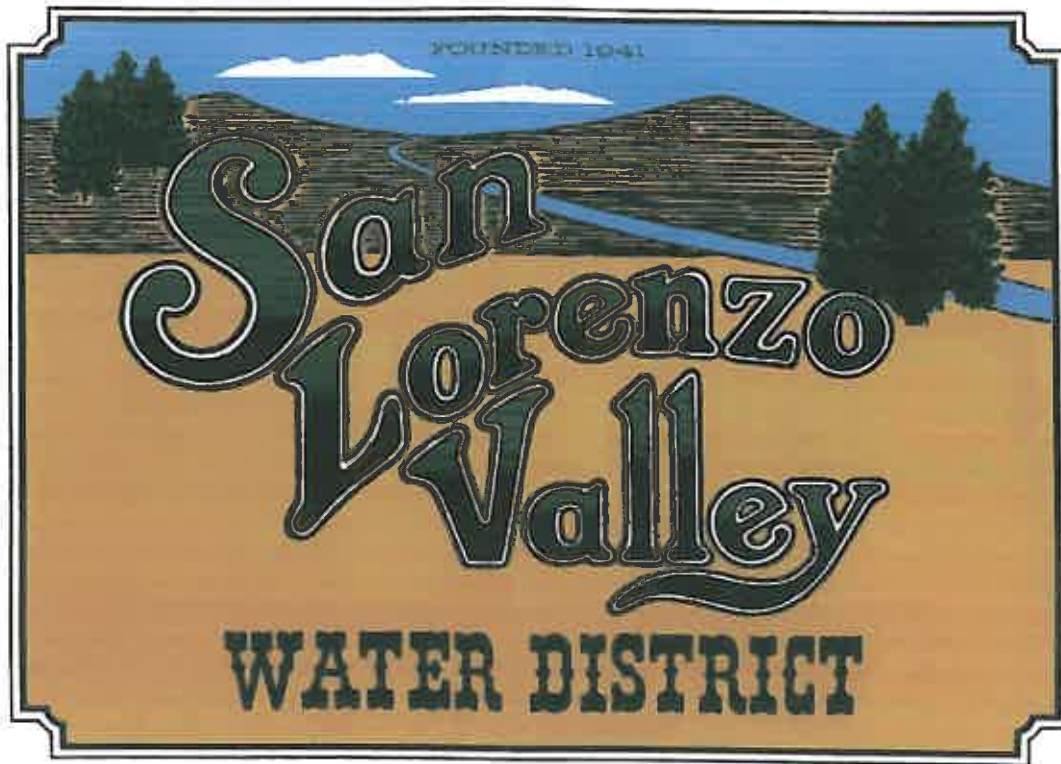


# **SAN LORENZO VALLEY WATER DISTRICT**

## **2010/2011 ANNUAL BUDGET**



### **BOARD OF DIRECTORS**

**President .....** Jim Nelson  
**Vice-President.....** James Rapoza  
**Board Member .....** Fred McPherson  
**Board Member .....** Larry Prather  
**Board Member .....** Terry Vierra

### **DISTRICT MANAGEMENT STAFF**

**District Manager .....** James Mueller  
**District Counsel.....** Marc Hynes  
**District Secretary/Administrative Assistant.....** Brandon Barchi  
**Director of Operations .....** Rick Rogers  
**Finance Manager .....** Karen Alvarez  
**Administrative/Environmental Analyst.....** Betsy Herbert  
**Engineering/GIS Supervisor .....** Rob Menzies

**Resolution No. 1 (10/11)**

# **2010/2011 ANNUAL BUDGET**

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**SUMMARY OF REVENUE BY FUNDS**  
**2010-2011**

	2009-2010 ESTIMATED <u>REVENUE</u>	2009-2010 ADOPTED <u>BUDGET</u>	2010-2011 ADPOTED <u>BUDGET</u>
<b><u>WATER FUND REVENUE</u></b>			
<b>NON-RESTRICTED REVENUE</b>			
4101 Water Charges for Service	4,200,000	4,600,000	4,300,000
4209 Property Taxes	460,000	480,000	460,000
4308 Acct Establish Charges & Penalties	55,600	40,000	55,000
4314 Sale of Meters	38,900	40,000	60,000
4319 Mobile Service Lease Fees	16,500	16,500	16,500
4320 Miscellaneous	8,000	10,000	8,000
4817 Interest - Water Fund	325,000	330,000	300,000
4451 Grant Revenue/ Olympia Acacia Removal	18,500	12,500	16,100
4452 Grant Revenue/ Olympia Weed Management	3,500	3,500	0
<b><u>SUB TOTAL NON-RESTRICTED REVENUE</u></b>	<b><u>5,126,000</u></b>	<b><u>5,532,500</u></b>	<b><u>5,215,600</u></b>
<b>RESTRICTED SPECIAL REVENUE</b>			
4309 Assm't Bond - N.B.C.	114,600	120,000	115,000
4409 NBC Admin. Fee	3,300	3,300	3,300
4819 Interest - 1998 COP Issue	3,200	4,000	3,000
4429 Sale of Surplus Property	4,500	10,000	7,500
4437 Transfer In from COP Funds	9,000	290,000	132,500
4449 Reimbursement for Manana Woods O & M	550,000	550,000	48,000
4453 Cal-Am Bull Creek Project	154,000	0	0
4454 Transfer in from Capital Replacement Reserve Fund	0	0	154,000
<b><u>SUB TOTAL RESTRICTED SPECIAL REVENUE</u></b>	<b><u>838,600</u></b>	<b><u>977,300</u></b>	<b><u>463,300</u></b>
<b><u>SUB TOTAL ALL WATER FUND REVENUE</u></b>	<b><u>5,964,600</u></b>	<b><u>6,509,800</u></b>	<b><u>5,678,900</u></b>
<b><u>WASTEWATER FUND REVENUE</u></b>			
4102 Sewer Charges for Service	89,000	87,500	96,550
<b><u>SUB TOTAL WASTEWATER FUND REVENUE</u></b>	<b><u>89,000</u></b>	<b><u>87,500</u></b>	<b><u>96,550</u></b>
<b><u>GRAND TOTAL REVENUE ALL FUNDS</u></b>	<b><u>6,053,600</u></b>	<b><u>6,597,300</u></b>	<b><u>5,775,450</u></b>

**SUMMARY OF EXPENDITURES BY FUND**  
**2010-2011**

<b><u>ESTIMATED 2009-2010</u></b>	<b><u>WATER FUND</u></b>	<b><u>WASTE WATER</u></b>	<b><u>GRAND TOTAL</u></b>
PERSONNEL	2,580,560	14,700	2,595,260
MATERIALS & SERVICES	1,344,240	43,200	1,387,440
DEBT SERVICE	1,132,780	0	1,132,780
CAPITAL OUTLAY	660,350	0	660,350
<b><u>GRAND TOTAL</u></b>	<b><u>5,717,930</u></b>	<b><u>57,900</u></b>	<b><u>5,775,830</u></b>
<b><u>TOTAL REVENUE</u></b>	<b><u>5,964,600</u></b>	<b><u>89,000</u></b>	<b><u>6,053,600</u></b>
<b><u>NET INCOME (SHORTFALL)</u></b>	<b><u>246,670</u></b>	<b><u>31,100</u></b>	<b><u>277,770</u></b>

**ADOPTED 2009-2010**

PERSONNEL	2,566,120	26,300	2,592,420
MATERIALS & SERVICES	1,426,200	45,150	1,471,350
DEBT SERVICE	1,144,400	0	1,144,400
CAPITAL OUTLAY	1,340,600	0	1,340,600
<b><u>GRAND TOTAL</u></b>	<b><u>6,477,320</u></b>	<b><u>71,450</u></b>	<b><u>6,548,770</u></b>
<b><u>TOTAL REVENUE</u></b>	<b><u>6,509,800</u></b>	<b><u>87,500</u></b>	<b><u>6,597,300</u></b>
<b><u>NET INCOME (SHORTFALL)</u></b>	<b><u>32,480</u></b>	<b><u>16,050</u></b>	<b><u>48,530</u></b>

**ADPOTED 2010/2011**

PERSONNEL	2,627,720	17,700	2,645,420
MATERIALS & SERVICES	1,250,960	45,950	1,296,910
DEBT SERVICE	1,146,800	0	1,146,800
CAPITAL OUTLAY	628,800	0	628,800
<b><u>GRAND TOTAL</u></b>	<b><u>5,654,280</u></b>	<b><u>63,650</u></b>	<b><u>5,717,930</u></b>
<b><u>TOTAL REVENUE</u></b>	<b><u>5,678,900</u></b>	<b><u>96,550</u></b>	<b><u>5,775,450</u></b>
<b><u>NET INCOME (SHORTFALL)</u></b>	<b><u>24,620</u></b>	<b><u>32,900</u></b>	<b><u>57,520</u></b>

## **BUDGET SUMMARY**

**DEPARTMENT: ADMINISTRATION - 01**

**FUND: WATER**

<b><u>CLASSIFICATION</u></b>	<b>2009-2010 ESTIMATED EXPENSE</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>2010-2011 ADPOTED BUDGET</b>
PERSONNEL	345,760	347,700	361,520
MATERIALS & SERVICES	309,100	315,250	287,460
DEBT SERVICE	137,930	140,000	140,000
CAPITAL OUTLAY	145,000	325,000	31,700
<b><u>TOTAL BUDGET</u></b>	<b><u>937,790</u></b>	<b><u>1,127,950</u></b>	<b><u>820,680</u></b>

**DEPARTMENT: ADMINISTRATION - 01**

<b><u>PERSONNEL</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	235,000	225,500	245,000
5005 Directors Fees	13,000	14,000	14,000
<b>Sub Total</b>	<b><u>248,000</u></b>	<b><u>239,500</u></b>	<b><u>259,000</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	27,100	39,000	28,000
5707 Dental Insurance	2,830	2,800	2,900
5708 Vision Insurance	400	400	400
5709 Life Insurance	300	300	300
5710 Long Term Disability	830	900	850
5711 PERS Retirement	34,200	32,500	37,000
5712 FICA (Social Security)	12,800	14,000	14,100
5713 Workers Compensation	1,700	1,000	1,150
5714 Assistance Program	100	100	100
5715 Other Payroll Charges	1,700	1,600	1,700
5716 Medicare	3,800	3,300	3,520
5722 Retired Medical	12,000	12,300	12,500
<b>Sub Total</b>	<b><u>97,760</u></b>	<b><u>108,200</u></b>	<b><u>102,520</u></b>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>345,760</u></b>	<b><u>347,700</u></b>	<b><u>361,520</u></b>

**POSITION TITLES**

Board of Directors	5
District Manager	1
District Secretary	1
Administrative/Environmental Analyst	<u>0.5</u>

**TOTAL POSITIONS** **7.5**

**DEPARTMENT: ADMINISTRATION - 01**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADOPTED BUDGET</u></b>
5020 Contract/Professional Services	54,000	20,000	30,000
5030 Legal Services	63,300	42,000	45,000
5035 Legal Services/ Nina Tank	300	30,000	20,000
5037 Legal Services/ Lower Paso	19,900	40,000	0
5040 Utilities - District Office	6,800	7,500	7,000
5045 Auto Allowance	4,200	4,200	4,200
5046 Personnel Recruitment Expense	0	500	0
5047 Rental/Leases/Permits	0	500	0
5050 Facilities Maintenance	7,900	6,800	8,000
5059 Telephone/Communications	8,800	8,000	9,000
5060 Office Supplies	9,100	12,500	10,000
5061 Postage	7,500	7,000	8,500
5062 Subscriptions/Books	280	800	300
5063 Advertising	830	1,500	1,000
5064 Training, Conferences & Meetings	2,400	3,000	2,500
5065 Membership & Dues	6,500	6,700	6,700
5066 Insurance - Property (SDRMA)	50,600	53,000	52,300
5072 Legal Settlements	0	1,500	1,500
5075 Water Conservation Program	40,000	45,000	30,000
5078 Household Supplies	950	1,000	700
5083 Education Program	19,500	17,500	17,500
5085 LAFCO Fees	6,240	6,250	8,260
5087 Election Fees	0	0	25,000
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>309,100</u></b>	<b><u>315,250</u></b>	<b><u>287,460</u></b>

## DEPARTMENT: ADMINISTRATION - 01

### MATERIALS & SERVICES

5020 Contract/Professional Services		30,000
Maintenance on equipment; telephone, copier, printers, mail machine and scale	4,000	
Web Site/Internet Access	6,000	
Labor Relations Consultant	15,000	
Miscellaneous Outside Services	<u>5,000</u>	
Subtotal	30,000	
5030 Legal Fees		
District Legal Counsel;	42,000	45,000
Miscellaneous Legal;	<u>3,000</u>	
	45,000	
5035 Legal Services/Nina Tank		20,000
Outside legal services relative to Nina Tank		
5040 Utilities		
Administration building utility services		7,000
5045 Auto Allowance		4,200
District Manager; \$350 month		
5050 Facilities Maintenance		8,000
Refuse service	2,800	
Janitorial maintenance service	4,200	
Miscellaneous service/repairs	<u>1,000</u>	
Subtotal	8,000	
5059 Telephone/Communications		9,000
Telephone service, cellular phone service and long distance calls		
5060 Office Supplies		10,000
Office supplies - paper, pencils, copy paper, binders, envelopes, printing forms, and annual newsletter cost		



5061 Postage		8,500
	Postage for all departments (except Finance), special Federal Express, and annual newsletter	
5062 Subscription and Books		300
	Annual subscriptions to Valley Press/Banner, Western Cities, Legislature Bulletin, California Employer's Guides, and other miscellaneous materials	
5063 Advertising		1,000
	Advertising of all legal notices	
5064 Training, Conference, and Meetings		2,500
	Seminars, training and travel expense for District Manager, Secretary and Board Members	
5065 Membership and Dues		6,700
	American Public Works Association	140
	American Water Works Association	1,800
	Boulder Creek Business Association	75
	Costco	100
	California Public Employees Labor Relations Association	350
	California Special District Assn.	3,800
	Water Environment Federation	220
	Monterey Bay Water Works Assn	130
	National Notary Association	<u>85</u>
	Subtotal	6,700
5066 Insurance		
	Insurance coverage through Special District Risk Management Authority for comprehensive, general liability, property loss and automobile liability	52,300
5072 Legal Settlements		1,500
	Claims against the District	
5075 Water Conservation Program		30,000
	Low Flow Toilet and High Efficiency Clothes Washer Rebate Program and other activities to promote water conservation	

5078 Household Supplies	700
Paper products, cleaning supplies, and other household supplies	
5080 Education Program	17,500
District sponsored Education Program activities	
5085 LAFCO Fees	8,260
Districts protata share of Special District Local Agency Formation Commission Fees	
5087 ELECTION FEES	25,000
District's share of 2010 General Election	

<b>TOTAL MATERIALS &amp; SERVICES</b>	<b><u>287,460</u></b>
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**DEPARTMENT: ADMINISTRATION - 01**

<b><u>DEBT SERVICE</u></b>		<b>2009-2010 ESTIMATED EXPENSE</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>2010-2011 ADPOTED BUDGET</b>
5886 2005 Administration Complex				
2706	Principal	83,480	83,500	87,400
2707	Interest	54,450	56,500	52,600
<b><u>TOTAL DEBT SERVICE</u></b>		<b><u>137,930</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>

**DEPARTMENT: ADMINISTRATION – 01**

**DEBT SERVICE**

5886 2706/07	2005 Administration Complex Principal & interest for loan to purchase Operations Building (Principal \$87,400; Interest \$52,600)	140,000
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<b>TOTAL DEBT SERVICES</b>	<b><u>140,000</u></b>
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**DEPARTMENT: ADMINISTRATION - 01**

<b><u>CAPITAL OUTLAY</u></b>	<b>2009-2010 ESTIMATED EXPENSE</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>2010-2011 ADPOTED BUDGET</b>
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>			
5888 1706 Computer Replacement	0	0	1,700
<b>Sub Total</b>	<u>0</u>	<u>0</u>	<u>1,700</u>
<b>OTHER CAPITAL PROJECTS</b>			
5890 0510 Administration Campus Project	145,000	325,000	30,000
<b>Sub Total</b>	<u>145,000</u>	<u>325,000</u>	<u>30,000</u>
<b><u>TOTAL CAPITAL OUTLAY</u></b>	<b><u>145,000</u></b>	<b><u>325,000</u></b>	<b><u>31,700</u></b>

**DEPARTMENT: ADMINISTRATION – 01**

**CAPITAL OUTLAY**

OFFICE FURNITURE & EQUIPMENT

5888 1706	Replacement Computer	1,700
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	Subtotal; Office Furniture & Equipment	<u>1,700</u>
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OTHER CAPITAL PROJECTS

5890 0510	Administration Campus Project Consultant Services to provide technical and design activities for Administration complex remodel project	30,000
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	Subtotal; Other Capital Projects	<u>30,000</u>
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	<b>TOTAL CAPITAL OUTLAY</b>	<b><u>31,700</u></b>
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**BUDGET SUMMARY**

**DEPARTMENT: FINANCE - 02**

**FUND: WATER**

<b><u>CLASSIFICATION</u></b>	<b>2009-2010 ESTIMATED EXPENSE</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>2010-2011 ADPOTED BUDGET</b>
<b>PERSONNEL</b>	347,830	351,500	364,450
<b>MATERIALS &amp; SERVICES</b>	78,100	129,750	85,000
<b>DEBT SERVICE</b>	0	0	0
<b>CAPITAL OUTLAY</b>	11,700	13,500	0
<b><u>TOTAL BUDGET</u></b>	<b><u>437,630</u></b>	<b><u>494,750</u></b>	<b><u>449,450</u></b>

**DEPARTMENT: FINANCE - 02**

<b><u>PERSONNEL</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	251,950	258,700	266,900
5003 Overtime Wages	30	500	100
<b>Sub Total</b>	<b><u>251,980</u></b>	<b><u>259,200</u></b>	<b><u>267,000</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	30,200	28,100	29,300
5707 Dental Insurance	4,100	3,700	3,900
5708 Vision Insurance	550	600	600
5709 Life Insurance	550	500	500
5710 Long Term Disability	1,250	1,200	1,200
5711 PERS Retirement	38,200	36,900	40,250
5712 FICA (Social Security)	15,600	16,100	16,500
5713 Workers Compensation	1,600	1,200	1,200
5714 Assistance Program	150	200	150
5716 Medicare	3,650	3,800	3,850
<b>Sub Total</b>	<b><u>95,850</u></b>	<b><u>92,300</u></b>	<b><u>97,450</u></b>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>347,830</u></b>	<b><u>351,500</u></b>	<b><u>364,450</u></b>

**POSITION TITLES**

Finance Manager	1
Sr. Customer Service/Accounts Specialist	1
Customer Service/Accounts Specialist	<u>2</u>
<b>TOTAL POSITIONS</b>	<b>4</b>



DEPARTMENT: FINANCE - 02

	2009-2010 ESTIMATED EXPENSE	2009-2010 ADOPTED BUDGET	2010-2011 ADPOTED BUDGET
<b><u>MATERIALS &amp; SERVICES</u></b>			
5020 Contract/Professional Services	28,000	67,500	32,500
5031 Audit Services	17,100	20,250	18,500
5060 Office Supplies	14,200	18,000	15,000
5061 Postage	14,800	20,500	15,000
5064 Training, Conferences & Meetings	1,200	800	1,000
5068 Collection Costs/Credit Reports	1,600	700	1,500
5069 Bad Debts	1,200	2,000	1,500
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>78,100</u></b>	<b><u>129,750</u></b>	<b><u>85,000</u></b>

## DEPARTMENT: FINANCE - 02

### MATERIALS & SERVICES

5020 Contract/Professional Services		32,500
Maintenance on equipment; telephones, copier and printers	4,000	
Accounting package software maintenance contract	3,500	
Miscellaneous requested software changes	<u>25,000</u>	
Subtotal	32,500	
5031 Audit Services		18,500
Annual audit services, preparation of State Controller's report and financial reports		
5060 Office Supplies		15,000
Miscellaneous office supplies, printing forms, and paper for computer reports		
5061 Postage		15,000
Postage for mailing water bills, second notices, and correspondence		
5064 Training, Conferences, and Meetings		1,000
Seminars, training and travel expense for Finance Department		
5068 Collection Costs & Audit Reports		1,500
Credit reports for new water customers, stop payment fees, bank analysis charges, lien release fees, and collection costs		
5069 Bad Debts		1,500
Write off of bankruptcy accounts and Uncollectible accounts over 5 years old		

<b>TOTAL MATERIALS &amp; SERVICES</b>	<b><u>85,000</u></b>
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**DEPARTMENT: FINANCE - 02**

<u>CAPITAL OUTLAY</u>	2009-2010 ESTIMATED EXPENSE	2009-2010 ADOPTED BUDGET	2010-2011 ADPOTED BUDGET
OFFICE FURNITURE & EQUIPMENT			
5888 1706 Folder/Inserter	11,700	13,500	0
<b>Sub Total</b>	<u>11,700</u>	<u>13,500</u>	<u>0</u>
<b><u>TOTAL CAPITAL OUTLAY</u></b>	<b><u>11,700</u></b>	<b><u>13,500</u></b>	<b><u>0</u></b>

## BUDGET SUMMARY

DEPARTMENT: ENGINEERING - 03

FUND: WATER

<u>CLASSIFICATION</u>	<u>2009-2010 ESTIMATED EXPENSE</u>	<u>2009-2010 ADOPTED BUDGET</u>	<u>2010-2011 ADPOTED BUDGET</u>
PERSONNEL	106,350	109,800	118,950
MATERIALS & SERVICES	11,800	15,200	12,400
DEBT SERVICE	0	0	0
CAPITAL OUTLAY	21,800	87,000	47,500
<u>TOTAL BUDGET</u>	<u>139,950</u>	<u>212,000</u>	<u>178,850</u>

**DEPARTMENT: ENGINEERING - 03**

<b><u>PERSONNEL</u></b>	<b>2009-2010 ESTIMATED <u>EXPENSE</u></b>	<b>2009-2010 ADOPTED <u>BUDGET</u></b>	<b>2010-2011 ADPOTED <u>BUDGET</u></b>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	73,100	75,000	82,000
5003 Overtime Wages	0	500	0
<b>Sub Total</b>	<b><u>73,100</u></b>	<b><u>75,500</u></b>	<b><u>82,000</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	12,900	13,700	14,100
5707 Dental Insurance	1,700	1,700	1,750
5708 Vision Insurance	250	300	250
5709 Life Insurance	150	200	150
5710 Long Term Disability	350	400	350
5711 PERS Retirement	11,200	10,800	12,800
5712 FICA (Social Security)	4,550	4,700	5,300
5713 Workers Compensation	450	600	350
5714 Assistance Program	50	100	50
5716 Medicare	1,050	1,100	1,200
5717 Special Clothing	600	700	650
5723 Certifications	0	0	0
<b>Sub Total</b>	<b><u>33,250</u></b>	<b><u>34,300</u></b>	<b><u>36,950</u></b>
<b><u>ALLOCATIONS</u></b>			
5719 Personnel Allocated to Projects	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>106,350</u></b>	<b><u>109,800</u></b>	<b><u>118,950</u></b>

**POSITION TITLES**

Engineering/GIS Supervisor	<u>1</u>
<b>TOTAL POSITIONS</b>	<b>1</b>

**DEPARTMENT: ENGINEERING - 03**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
5020 Contract/Professional Services	8,000	7,000	7,000
5038 Equipment Replacement Fund	0	0	0
5044 Maint/Operations of Vehicles	1,500	2,000	1,500
5048 Small Tools/Maint & Repairs	0	500	300
5059 Communications	450	600	500
5060 Office Supplies	1,250	2,000	1,500
5062 Subscription/ Books	0	1,500	500
5064 Training, Conferences & Meetings	0	800	500
5065 Membership & Dues	600	800	600
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>11,800</u></b>	<b><u>15,200</u></b>	<b><u>12,400</u></b>

## DEPARTMENT: ENGINEERING - 03

### MATERIALS & SERVICES

5020 Contract/Professional Services		7,000
Maintenance on equipment -		
telephone and plotter/printer	1,000	
Autocad software maintenance	2,500	
Outside Services	<u>3,500</u>	
Subtotal	7,000	
5038 Equipment Replacement Fund		0
Engineering Department pro-rata share		
of allocation to Equipment Replacement		
Reserve Fund		
5044 Maintenance & Operation of Vehicles		1,500
Gasoline & repairs to the		
department vehicle		
5048 Small tools/Maintenance and Repairs		300
Purchasing and maintenance of small		
surveying equipment		
5059 Communications		500
Telephone service charges and		
cellular phone service		
5060 Office Supplies		1,500
Engineering and surveying supplies		
5062 Subscriptions & Books		500
AWWA Standards and miscellaneous books		
5064 Training, Conference & Meetings		500
Seminars, travel expenses for conferences		
and training		
5065 Membership & Dues		600
Automated Mapping/Facility Maint.	100	
USA Locate	<u>500</u>	
Subtotal	600	
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b><u>12,400</u></b>

**DEPARTMENT: ENGINEERING - 03**

		<b>2009-2010</b>	<b>2009-2010</b>	<b>2010-2011</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>ADPOTED</b>
<b><u>CAPITAL OUTLAY</u></b>		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>				
5888 1706	Replacement Computer	4,800	5,000	0
	ARC GIS Software	0	2,000	0
<b>Sub Total</b>		<b><u>4,800</u></b>	<b><u>7,000</u></b>	<b><u>0</u></b>
<b>OTHER CAPITAL PROJECTS</b>				
5890 0504	Urban Water Master Plan	0	10,000	15,000
5890 0601	North/South Intertie Project	0	25,000	25,000
5890 0901	Loch Lomond Water	17,000	30,000	0
	Treatment Project			
<b>Sub Total</b>		<b><u>17,000</u></b>	<b><u>65,000</u></b>	<b><u>40,000</u></b>
<b>1998 COP WATER SYSTEM IMPROVEMENT PROJECTS</b>				
5890 0602	Nina Tank Replacement	0	15,000	7,500
<b>Sub Total</b>		<b><u>0</u></b>	<b><u>15,000</u></b>	<b><u>7,500</u></b>
<b><u>TOTAL CAPITAL OUTLAY</u></b>		<b><u>21,800</u></b>	<b><u>87,000</u></b>	<b><u>47,500</u></b>



**DEPARTMENT: ENGINEERING - 03**

**CAPITAL OUTLAY**

**OTHER CAPITAL PROJECTS**

5890 0504	Urban Water Master Plan Contract Technical service for project to update the District's 2010 Urban Water Master Plan	15,000
5890 0601	North/South Intertie Project Contract and force account preliminary technical and design services for proposed project to install a new water transmission mainline between the District's Northern and Southern Distribution Systems	25,000
	Subtotal; Other Capital Projects	<u>40,000</u>

**1998 CERTIFICATES OF PARTICIPATION WATER  
SYSTEM IMPROVEMENT PROJECTS**

5890 0602	Nina Tank Replacement Project Contract and force account technical and design services for proposed project to replace the existing Nina Tanks	7,500
	Subtotal; 1998 COP Project	<u>7,500</u>
	<b>TOTAL CAPITAL OUTLAY</b>	<b><u>47,500</u></b>

## BUDGET SUMMARY

DEPARTMENT: OPERATIONS/DISTRIBUTION - 04

FUND: WATER

<u>CLASSIFICATION</u>	<u>2009-2010 ESTIMATED EXPENSE</u>	<u>2009-2010 ADOPTED BUDGET</u>	<u>2010-2011 ADPOTED BUDGET</u>
PERSONNEL	1,123,370	1,035,100	1,042,500
MATERIALS & SERVICES	322,950	344,900	317,500
DEBT SERVICE	337,650	346,300	348,400
CAPITAL OUTLAY	263,650	542,600	356,500
<u>TOTAL BUDGET</u>	<u>2,047,620</u>	<u>2,268,900</u>	<u>2,064,900</u>

**DEPARTMENT: OPERATIONS/DISTRIBUTION 04**

	<b>2009-2010 ESTIMATED EXPENSE</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>2010-2011 ADPOTED BUDGET</b>
<b><u>PERSONNEL</u></b>			
<b><u>SALARIES</u></b>			
5001 Regular Salaries	693,000	663,700	657,500
5003 Overtime Wages	32,600	30,000	30,000
5704 Standby Wages	19,500	18,000	20,000
<b>Sub Total</b>	<b><u>745,100</u></b>	<b><u>711,700</u></b>	<b><u>707,500</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	129,000	112,000	117,000
5707 Dental Insurance	16,500	11,600	14,000
5708 Vision Insurance	2,200	1,900	2,050
5709 Life Insurance	1,600	1,300	1,300
5710 Long Term Disability	3,700	3,000	2,900
5711 PERS Retirement	103,500	95,000	103,300
5712 FICA (Social Security)	45,200	44,200	42,000
5713 Workers Compensation	42,000	36,000	34,300
5714 Assistance Program	450	500	450
5716 Medicare	10,700	10,400	9,800
5717 Special Clothing	7,200	6,900	6,900
5723 Certifications	920	600	1,000
<b>Sub Total</b>	<b><u>362,970</u></b>	<b><u>323,400</u></b>	<b><u>335,000</u></b>
<b><u>ALLOCATIONS</u></b>			
5719 Personnel Allocated to Projects	<u>15,300</u>	<u>0</u>	<u>0</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>1,123,370</u></b>	<b><u>1,035,100</u></b>	<b><u>1,042,500</u></b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION 04**

**PERSONNEL Continued**

<b>POSITION TITLES</b>	
Director of Operations	0.60
Field Services Supervisor	1.00
Electrician/Instrumentation Technician	0.40
Customer Service/Field Coordinator	1.00
Senior Field Services Worker	1.00
Field Services Worker II	5.00
Network Specialist	0.60
Field Services and System Coordinator	<u>0.60</u>
<b>TOTAL POSITIONS</b>	<b>10.20</b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION - 04**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
5020 Contract/Professional Services	12,000	30,000	15,000
5038 Equipment Replacement Fund	0	0	0
5040 Utilities	74,800	92,000	80,000
5043 Operating Supplies	83,000	70,000	75,000
5044 Maint & Operations of Vehicles	65,300	70,000	65,000
5047 Rental/Leases/Permits	5,300	6,000	5,500
5048 Small Tools-Maint & Repairs	9,800	9,000	9,000
5050 Facilities Maintenance	19,000	10,000	12,500
5052 Safety Equipment	900	3,000	2,000
5059 Communications & Telemetering	46,400	48,000	47,000
5060 Office Supplies	2,800	3,000	2,500
5062 Subscription/Books	500	200	500
5064 Training, Conferences & Meetings	450	1,200	1,000
5078 Other Household Supplies	2,700	2,500	2,500
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>322,950</u></b>	<b><u>344,900</u></b>	<b><u>317,500</u></b>

## DEPARTMENT: OPERATIONS DISTRIBUTION - 04

### MATERIALS & SERVICES

5020 Contract/Professional Services		15,000
Maintenance on equipment; telephone, copier and printers	2,000	
DOT testing program	500	
Cathodic protection system inspection service	2,500	
Miscellaneous outside services	<u>10,000</u>	
Subtotal	15,000	
5038 Equipment Replacement Fund		0
Operations Distribution Department pro-rata of all allocation to Equipment Replacement Reserve Fund		
5040 Utilities		80,000
Electrical service to booster pumps, tanks and distribution system		
5043 Operating Supplies		75,000
Supplies for maintenance of mains, booster pumps, regulators, tanks, and customer service		
5044 Maintenance of Operating Vehicles		65,000
Gasoline, oil and maintenance of 9 vehicles, backhoe, 2 dump trucks and Kubota tractor		
5047 Rentals, Leases and Permits		5,500
Encroachment permits, underground storage tank permit, Monterey Bay Unified Air Quality permit, rentals of various operating equipment such as scaffolding, forklift, etc		
5048 Small Tools – Maintenance & Repairs		9,000
Purchase & maintenance of small tools, chain saws, air compressors, portable generators, trash pumps and fusion machines		

5050 Facilities Maintenance	12,500
Maintenance of District facilities, operations building, booster stations, storage tanks, Quail Hollow storage yard and spoil removal	
5052 Safety Equipment	2,000
Purchase and maintenance of shoring equipment, fire extinguishers, barricades, first aid kits and flares	
5059 Communications & Telemetering	47,000
Telemetering charges, beepers, alarm service, answering services and cellular phone service	
5060 Office Supplies	2,500
Miscellaneous office supplies, computer paper, copier paper, computer repair, parts, printing of forms and notices	
5062 Subscriptions and Books	500
American Water Works Assn	
5064 Training, Conferences & Meetings	1,000
Seminars, training and travel expense for Distribution Department	
5078 Other Household Supplies	2,500
Miscellaneous paper products, cleaning supplies, coffee	
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b><u>317,500</u></b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION - 04**

		<b>2009-2010</b>	<b>2009-2010</b>	<b>2010-2011</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>ADPOTED</b>
		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>
<b><u>DEBT SERVICE</u></b>				
5886 1997 CSDA Lease				
2714	Principal	20,000	20,000	25,000
2715	Interest	5,000	5,100	1,500
5886 1998 Certificate of Participation Issue				
2820	Principal	139,350	139,500	145,400
2821	Interest	61,500	70,700	64,700
5886 1999 NBC Bonds				
2830	Principal	80,000	80,000	85,000
2831	Interest	31,800	31,000	26,800
<b><u>TOTAL DEBT SERVICE</u></b>		<b><u>337,650</u></b>	<b><u>346,300</u></b>	<b><u>348,400</u></b>



## DEPARTMENT: OPERATIONS DISTRIBUTION – 04

### DEBT SERVICE

5886 2714/15	1997 CSDA Principal & interest for loan to purchase Operations Building (Principal \$25,000; Interest \$1,500)	26,500
5886 2820/21	1998 Certificates of Participation Principal & interest for misc. water system improvement (Principal \$145,400; Interest \$64,700)	210,100
5886 2830/31	1999 North Boulder Creek Refunding Bonds Principal & interest for construction of North Boulder Creek water distribution system improvements. Assessment District funds collected by Santa Cruz County through property tax assessments (Principal \$85,000; Interest \$26,800)	111,800
<b>TOTAL DEBT SERVICES</b>		<b><u>348,400</u></b>

DEPARTMENT: OPERATIONS/DISTRIBUTION - 04

	2009-2010 ESTIMATED EXPENSE	2009-2010 ADOPTED BUDGET	2010-2011 ADPOTED BUDGET
<b><u>CAPITAL OUTLAY</u></b>			
<b>MACHINERY &amp; EQUIPMENT</b>			
<b>5888 1702</b>			
Generator 5000	0	3,800	0
Trash Pumps (2)	0	1,000	0
Leak Detector	0	3,500	0
Roto Hammer	0	800	0
<b>Sub Total</b>	<b><u>0</u></b>	<b><u>9,100</u></b>	<b><u>0</u></b>
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>			
<b>5888 1706</b>			
Software Upgrades	2,700	2,500	2,500
<b>Sub Total</b>	<b><u>2,700</u></b>	<b><u>2,500</u></b>	<b><u>2,500</u></b>
<b>TRANSPORTATION EQUIPMENT</b>			
<b>5888 1711</b>			
Truck #311 Replacement	35,900	32,000	0
Lift Gate Truck 180 (System)	2,350	2,500	0
<b>Sub Total</b>	<b><u>38,250</u></b>	<b><u>34,500</u></b>	<b><u>0</u></b>
<b>WATER METERS &amp; REGISTERS</b>			
<b>5888 1736 New Service Installations</b>			
	8,500	15,000	10,000
<b>Sub Total</b>	<b><u>8,500</u></b>	<b><u>15,000</u></b>	<b><u>10,000</u></b>

**DEPARTMENT: OPERATIONS/DISTRIBUTION - 04**

		<b>2009-2010</b>	<b>2009-2010</b>	<b>2010-2011</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>ADPOTED</b>
		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>
<b><u>CAPITAL OUTLAY-Continued</u></b>				
<b>OTHER CAPITAL PROJECTS</b>				
5890	9901 Replacement Pumps & Motors	6,500	5,000	5,000
	9902 Telemetrying Controls	0	5,000	0
	0503 Manana Woods Booster Pump Station	14,800	75,000	60,000
	0604 SCADA Replacement Project	14,400	20,000	0
	0701 Lower Paso Fence	14,500	7,500	0
	0902 Meter Upgrade	155,000	39,000	0
	0903 Bull Creek Bridge Project	0	30,000	154,000
	0904 McCloud Tank SCADA	0	25,000	0
<b>Sub Total</b>		<b><u>205,200</u></b>	<b><u>206,500</u></b>	<b><u>219,000</u></b>
<b>1998 COP WATER SYSTEM IMPROVEMENT PROJECTS</b>				
	0602 Nina Tank Replacement	9,000	275,000	125,000
<b>Sub Total</b>		<b><u>9,000</u></b>	<b><u>275,000</u></b>	<b><u>125,000</u></b>
<b><u>TOTAL CAPITAL OUTLAY</u></b>		<b><u>263,650</u></b>	<b><u>542,600</u></b>	<b><u>356,500</u></b>

## **DEPARTMENT: OPERATIONS DISTRIBUTION – 04**

### **CAPITAL OUTLAY**

#### **OFFICE FURNITURE & EQUIPMENT**

5888 1706	Software Upgrade	2,500
	Subtotal; Office Furniture & Equipment	<u>2,500</u>

#### **WATER METERS & REGISTERS**

5888 1736	New Service Installations	10,000
	Subtotal; Water Meters & Registers	<u>10,000</u>

#### **OTHER CAPITAL PROJECTS**

5890 9901	Replacement Pumps & Motors Miscellaneous replacement of existing distribution system pumps and motors, as needed	5,000
5890 0503	Manana Woods Booster Pump Station Contract services and force account activities to install new booster pump station and approximately 800 LF of new 6-inch water mainline. Project includes HCP and implementation of all associated required conservation strategies	60,000
5890 0903	Bull Creek Bridge Project Contract services and force account activities for replacement of the Bull Creek raw water supply line and appurtenances thereto.	154,000
	Subtotal; Other Capital Projects	<u>219,000</u>

#### **1998 CERTIFICATES OF PARTICIPATION WATER SYSTEM IMPROVEMENTS**

5890 0602	Nina Tank Replacement Project Contract Services and property acquisition for new water storage tank in the Nina Zone	125,000
	Subtotal; 1998 COP Projects	<u>125,000</u>

<b>TOTAL CAPITAL OUTLAY</b>	<b><u>356,500</u></b>
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## **BUDGET SUMMARY**

**DEPARTMENT: WATERSHED - 05**

**FUND: WATER**

<b><u>CLASSIFICATION</u></b>	<b>2009-2010 ESTIMATED <u>EXPENSE</u></b>	<b>2009-2010 ADOPTED <u>BUDGET</u></b>	<b>2010-2011 ADPOTED <u>BUDGET</u></b>
<b><u>PERSONNEL</u></b>	<b>63,280</b>	<b>53,620</b>	<b>60,300</b>
<b><u>MATERIALS &amp; SERVICES</u></b>	<b>25,950</b>	<b>39,300</b>	<b>15,100</b>
<b><u>DEBT SERVICE</u></b>	<b>164,400</b>	<b>164,600</b>	<b>164,300</b>
<b><u>CAPITAL OUTLAY</u></b>	<b>83,500</b>	<b>123,000</b>	<b>145,600</b>
<b><u>TOTAL BUDGET</u></b>	<b><u>337,130</u></b>	<b><u>380,520</u></b>	<b><u>385,300</u></b>

**DEPARTMENT: WATERSHED - 05**

<b><u>PERSONNEL</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	43,900	38,400	43,500
<b>Sub Total</b>	<b><u>43,900</u></b>	<b><u>38,400</u></b>	<b><u>43,500</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	7,700	5,400	5,600
5707 Dental Insurance	800	600	600
5708 Vision Insurance	90	100	100
5709 Life Insurance	80	100	60
5710 Long Term Disability	250	200	180
5711 PERS Retirement	6,700	5,400	6,500
5712 FICA (Social Security)	2,700	2,400	2,700
5713 Workers Compensation	380	400	400
5714 Assistance Program	30	20	30
5716 Medicare	650	600	630
5717 Special Clothing	0	0	0
<b>Sub Total</b>	<b><u>19,380</u></b>	<b><u>15,220</u></b>	<b><u>16,800</u></b>
<b><u>ALLOCATIONS</u></b>			
5719 District Personnel Allocated to projec	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>63,280</u></b>	<b><u>53,620</u></b>	<b><u>60,300</u></b>

<b>POSITION TITLES</b>	
Administrative/Environmental Analyst	<u>0.5</u>
<b>TOTAL POSITIONS</b>	<b>0.5</b>

**DEPARTMENT: WATERSHED - 05**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
5020 Contract/Professional Services	22,250	30,000	9,500
5034 Road Maintenance	1,800	6,000	3,000
5043 Operating Supplies	650	1,000	700
5059 Communications	0	300	400
5062 Subscription/Books	0	500	300
5064 Training, Conference/Seminars	1,250	1,200	1,200
5065 Membership & Dues	0	300	0
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>25,950</u></b>	<b><u>39,300</u></b>	<b><u>15,100</u></b>

## DEPARTMENT: WATERSHED - 05

### MATERIALS & SERVICES

5020 Contract/Professional Services		9,500
Miscellaneous consultant services	7,500	
Watershed Management Plan consultant services	<u>2,000</u>	
Subtotal	9,500	
5034 Road Maintenance		3,000
Miscellaneous maintenance activities of District maintained watershed roadways		
5043 Operating Supplies		700
Supplies, copies of special reports, office supplies, maps, shovels		
5059 Communications		400
Telephone service charges		
5062 Subscriptions and Books		300
California Journal, Environmental, Wildland Hydrology		
5064 Training, Conferences & Seminars		1,200
Training and seminars, travel expense for Watershed Department		

<b>TOTAL MATERIALS &amp; SERVICES</b>	<b><u>15,100</u></b>
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DEPARTMENT: WATERSHED - 05

		2009-2010 ESTIMATED <u>EXPENSE</u>	2009-2010 ADOPTED <u>BUDGET</u>	2010-2011 ADPOTED <u>BUDGET</u>
<b><u>DEBT SERVICE</u></b>				
5886 2006 Malosky Creek Watershed				
2834	Principal	92,500	92,600	96,900
2835	Interest	71,900	72,000	67,400
<b><u>TOTAL DEBT SERVICE</u></b>		<b><u>164,400</u></b>	<b><u>164,600</u></b>	<b><u>164,300</u></b>

**DEPARTMENT: WATERSHED - 05**

**DEBT SERVICE**

5886 2834/2835	2006 Malosky Creek Watershed Property Principal & interest for loan to purchase Malosky Creek Watershed Property (Principal \$96,900; Interest \$67,400)	164,300
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<b>TOTAL DEBT SERVICES</b>	<b><u>164,300</u></b>
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DEPARTMENT: WATERSHED - 05

<u>CAPITAL OUTLAY</u>	<u>2009-2010 ESTIMATED EXPENSE</u>	<u>2009-2010 ADOPTED BUDGET</u>	<u>2010-2011 ADPOTED BUDGET</u>
<u>OTHER CAPITAL PROJECTS</u>			
5890 0004 Quail Well EIR	0	40,000	40,000
0305 Juvenile Steelhead Survey	17,000	17,000	17,000
0509 North/South Intertie EIR	0	40,000	0
0801 Watershed Gates-Felton	0	10,000	10,000
0905 Olympia Acacia Removal	63,000	12,500	16,100
0906 Olympia Weed Management	3,500	3,500	0
1001 Olympia Fencing	0	0	22,500
1002 Pasatiempo Well EIR	0	0	40,000
<u>TOTAL CAPITAL OUTLAY</u>	<u>83,500</u>	<u>123,000</u>	<u>145,600</u>

## DEPARTMENT – WATERSHED - 05

### CAPITAL OUTLAY

#### OTHER CAPITAL PROJECTS

5890 0004	Quail Well EIR Environmental review for proposed capital improvement project to construct a new groundwater well in the Quail Hollow Subunit Santa Margarita	40,000
5890 0305	Juvenile Steelhead Survey Contract services to provide survey activities of juvenile steelhead population San Lorenzo River	17,000
5890 0509	North/South Intertie Environmental Impact Report for proposed capital improvement project to install a new water transmission mainline between the District's Northern and Southern Distribution Systems	0
5890 0801	Watershed Gates Force account and contract services for installation and replacement of roadway gates Felton watershed	10,000
5890 0905	Olympia Acacia Removal Force account and contract services for the continuation of Acacia trees eradication on the Olympia Watershed	16,100
5890 1001	Olympia Fencing Project Force account and contract services for fencing and signage on the Olympia Watershed	22,500
5890 1002	Pasatiempo Well EIR Environmental review for proposed capital improvement project to construct a replacement groundwater well in the Lompico Sandstone Aquifer	40,000

#### **TOTAL CAPITAL OUTLAY**

**145,600**

## BUDGET SUMMARY

DEPARTMENT: WASTEWATER - 06

FUND: SEWER

<u>CLASSIFICATION</u>	<u>2009-2010 ESTIMATED EXPENSE</u>	<u>2009-2010 ADOPTED BUDGET</u>	<u>2010-2011 ADPOTED BUDGET</u>
PERSONNEL	14,700	26,300	17,700
MATERIALS & SERVICES	43,200	45,150	45,950
DEBT SERVICE	0	0	0
CAPITAL OUTLAY	0	0	0
<u>TOTAL BUDGET</u>	<u>57,900</u>	<u>71,450</u>	<u>63,650</u>

**DEPARTMENT: WASTEWATER - 06**

<b><u>PERSONNEL</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	9,850	18,000	12,000
5003 Overtime Wages	1,650	2,500	2,500
5004 Standby Wages	500	500	500
<b>Sub Total</b>	<b><u>12,000</u></b>	<b><u>21,000</u></b>	<b><u>15,000</u></b>
<b><u>BENEFITS</u></b>			
5706 Medical Insurance	700	2,000	700
5707 Dental Insurance	80	200	80
5711 PERS Retirement	600	1,600	600
5712 FICA (Social Security)	600	700	600
5713 Workers Compensation	500	500	500
5716 Medicare	120	200	120
5717 Special Clothing	100	100	100
<b>Sub Total</b>	<b><u>2,700</u></b>	<b><u>5,300</u></b>	<b><u>2,700</u></b>
<b><u>ALLOCATIONS</u></b>			
5719 District Personnel Allocated to Projects	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>TOTAL PERSONNEL</u></b>	<b><u>14,700</u></b>	<b><u>26,300</u></b>	<b><u>17,700</u></b>
<b>POSITION TITLES</b>			
Allocated District Staff	<b><u>0.30</u></b>		
<b>TOTAL POSITIONS</b>	<b>0.30</b>		

**DEPARTMENT: WASTEWATER - 06**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADPOTED BUDGET</u></b>
5020 Contract/Professional Services	11,100	14,000	12,000
5023 Outside Water Analysis	13,000	11,500	14,000
5036 Administration Overhead	4,000	4,000	4,000
5038 Equipment Replacement Fund	0	0	0
5040 Utilities	4,000	4,500	4,500
5043 Operating Supplies	2,100	2,000	2,000
5044 Maint & Operations of Vehicles	500	750	500
5047 Rentals/Leases/Permits	5,200	5,000	5,200
5050 Facilities Maintenance	150	500	500
5059 Communications	2,850	2,500	2,850
5060 Office Supplies	150	200	200
5061 Postage	150	200	200
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>43,200</u></b>	<b><u>45,150</u></b>	<b><u>45,950</u></b>

## DEPARTMENT: WASTEWATER - 06

### MATERIALS & SERVICES

5020	Contract/Professional Services		12,000
	Sewer system pumping and outside pipeline cleaning services, as needed	2,000	
	Septic Tank Sludge Pumping	5,000	
	Miscellaneous Engineering Services	<u>5,000</u>	
	Subtotal	12,000	
5023	Outside Water Analysis		14,000
	Sampling of PH & Solids on effluent tanks, fecal MPN, enterococcus & nitrogen. Reduced monitoring required pursuant to Regional Water Quality Board proposed amended permit		
5036	Administration Department Overhead		4,000
	Wastewater Department pro-rated percentage of Administration Department Overhead		
5038	Equipment Replacement Fund		0
	Wastewater Department pro-rated percentage of allocation to Equipment Replacement Fund		
5040	Utilities		4,500
	Power to operate the sewer system.		
5043	Operating Supplies		2,000
	Supplies for waste water system, effluent pumps, and lift station repairs		
5044	Maintenance & Operations of Vehicles		500
	Pro-rated portion of vehicle maintenance		
5047	Permits		5,200
	State of California NPDES Permit	3,700	
	County of S C Hazardous Waste Permit	<u>1,500</u>	
	Subtotal	5,200	



5050 Facilities Maintenance	500
Maintenance of sewer facility	
5059 Communications	2,850
Telephones & telemetering for SCADA System	
5060 Office Supplies	200
Percentage of Finance office supplies based on number of sewer connections	
5061 Postage	200
Percentage of Finance postage based on number of sewer connections	
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b><u>45,950</u></b>

**BUDGET SUMMARY**

**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

**FUND: WATER**

<b><u>CLASSIFICATION</u></b>	<b>2009-2010 ESTIMATED <u>EXPENSE</u></b>	<b>2009-2010 ADOPTED <u>BUDGET</u></b>	<b>2010-2011 ADPOTED <u>BUDGET</u></b>
<b>PERSONNEL</b>	<b>593,970</b>	<b>668,400</b>	<b>680,000</b>
<b>MATERIALS &amp; SERVICES</b>	<b>596,340</b>	<b>581,800</b>	<b>533,500</b>
<b>DEBT SERVICE</b>	<b>492,800</b>	<b>493,500</b>	<b>494,100</b>
<b>CAPITAL OUTLAY</b>	<b>134,700</b>	<b>249,500</b>	<b>47,500</b>
<b><u>TOTAL BUDGET</u></b>	<b><u>1,817,810</u></b>	<b><u>1,993,200</u></b>	<b><u>1,755,100</u></b>

**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

<b><u>PERSONNEL</u></b>	<b>2009-2010 ESTIMATED EXPENSE</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>2010-2011 ADOPTED BUDGET</b>
<b><u>SALARIES</u></b>			
5001 Regular Salaries	394,800	437,600	460,800
5002 Temporary Salaries	8,500	25,000	0
5003 Overtime Wages	32,000	15,000	25,000
5804 Standby	5,700	6,800	6,000
<b>Sub Total</b>	<b><u>441,000</u></b>	<b><u>484,400</u></b>	<b><u>491,800</u></b>

<b><u>BENEFITS</u></b>			
5706 Medical Insurance	35,000	59,400	53,500
5707 Dental Insurance	4,200	5,800	6,000
5708 Vision Insurance	520	900	900
5709 Life Insurance	550	800	700
5710 Long Term Disability	1,250	2,000	1,950
5711 PERS Retirement	58,600	65,600	70,500
5712 FICA (Social Security)	27,800	28,300	28,600
5713 Workers Compensation	14,400	9,700	14,500
5714 Assistance Program	250	300	250
5716 Medicare	6,650	6,700	6,800
5717 Special Clothing	3,150	4,000	3,900
5723 Certifications	600	500	600
<b>Sub Total</b>	<b><u>152,970</u></b>	<b><u>184,000</u></b>	<b><u>188,200</u></b>

<b><u>TOTAL PERSONNEL</u></b>	<b><u>593,970</u></b>	<b><u>668,400</u></b>	<b><u>680,000</u></b>
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**POSITION TITLES**

Director of Operations	0.40
Electrician	0.60
Network Specialist	0.40
Water Treatment & System Supervisor	1.00
Water Treatment & System Operator	2.00
Lead Water Treatment & System Operator	1.00
Field Services and System Coordinator	<u>0.40</u>

<b>TOTAL POSITIONS</b>	<b>5.80</b>
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**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

<b><u>MATERIALS &amp; SERVICES</u></b>	<b><u>2009-2010 ESTIMATED EXPENSE</u></b>	<b><u>2009-2010 ADOPTED BUDGET</u></b>	<b><u>2010-2011 ADOPTED BUDGET</u></b>
5020 Contract/Professional Services	39,000	30,000	30,000
5620 Contract Services Manana Woods	100,000	40,000	30,000
5023 Outside Water Analysis	41,800	60,000	50,000
5025 Lab Supplies	7,900	8,000	8,000
5038 Equipment Replacement Fund	0	0	0
5040 Utilities	255,000	283,000	260,000
5042 Chemicals	32,000	30,000	32,000
5043 Operating Supplies	42,000	30,000	37,500
5044 Maintenance/Operations of Vehicles	16,200	21,000	16,000
5047 Rental/Leases/Permits	27,500	33,000	30,000
5048 Small Tools-Maintenance & Repairs	2,000	5,000	3,000
5050 Facilities Maintenance	6,500	10,000	7,500
5052 Safety Equipment	0	2,000	1,000
5059 Communications & Telemetry	23,600	24,000	24,000
5060 Office Supplies	2,200	2,500	2,500
5062 Subscription /Books	0	500	0
5064 Training, Conferences & Meetings	500	1,800	1,500
5065 Membership & Dues	0	300	0
5078 Other Household Supplies	140	700	500
<b><u>TOTAL MATERIALS &amp; SERVICES</u></b>	<b><u>596,340</u></b>	<b><u>581,800</u></b>	<b><u>533,500</u></b>

## DEPARTMENT: OPERATIONS, SUPPLY & TREATMENT – 08

### MATERIALS & SERVICES

5020	Contract/Professional Services		30,000
	Outside contract services for well repairs	22,000	
	Water quality data service	<u>8,000</u>	
	Subtotal	30,000	
5620	Contract Services Manana Woods		30,000
	Outside contract and technical services for Manana Woods		
5023	Outside Water Analysis		50,000
	Outside services for water quality testing		
5025	Lab Supplies		8,000
	Miscellaneous supplies and materials for bacteriological and other water quality tests performed by District Staff		
5038	Equipment Replacement Fund		0
	Operations Supply Department pro-rata share of allocation Equipment Replacement Reserve Fund		
5040	Utilities		260,000
	Electrical service to wells and Water Treatment Plant		
5042	Chemicals		32,000
	Polyphosphate, chlorine and polymer for wells and treatment plant		
5043	Operating Supplies		37,500
	Sampling bottles, reagents, material, material for flushing due to build up from source of water and miscellaneous other operating supplies		
5044	Maintenance of Operating Vehicles		16,000
	Gasoline, maintenance and repair of vehicles		

5047 Rentals, Leases and Permits	30,000
State of California Water System Fees, lab permit fee, and County of Santa Cruz Haz-Mat Certification fee	
5048 Small Tools	3,000
Specialized and miscellaneous tools for water sampling and treatment plant	
5050 Building Maintenance	7,500
Maintenance of Treatment Plant, wells, and intake facilities	
5052 Safety Equipment	1,000
Maintenance & replacement of fire extinguishers and eyewash stations	
5059 Communications & Telemetry	24,000
Alarm services, answering services, telemeter charges for telephone lines and pagers	
5060 Office Supplies	2,500
Computer paper, special notebooks, printing forms	
5062 Subscriptions & Books	0
Books needed for water quality updates	
5064 Training, Conferences & Meetings	1,500
Seminars, training and travel expense for Supply & Treatment Department	
5065 Membership & Dues	0
5078 Other Household Supplies	500
Paper products, cleaning supplies, and other household supplies	
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b><u>533,500</u></b>

**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

		<b>2009-2010</b>	<b>2009-2010</b>	<b>2010-2011</b>
		<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
<b><u>DEBT SERVICE</u></b>		<b><u>EXPENSE</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>
5886	2003 West America Bank (Refinance of State Loan)			
2716	Principal	62,300	62,400	65,750
2717	Interest	20,600	20,700	18,000
5886	1991 State Resource-Treatment Plant			
2718	Principal	150,800	150,900	156,200
2719	Interest	72,500	72,600	67,250
5886	2008 Felton Treatment Plant SDWBL			
2822	Principal	120,100	120,500	120,500
2823	Interest	66,500	66,400	66,400
<b><u>TOTAL DEBT SERVICE</u></b>		<b><u>492,800</u></b>	<b><u>493,500</u></b>	<b><u>494,100</u></b>

## **DEPARTMENT: OPERATIONS, SUPPLY & TREATMENT – 08**

### **DEBT SERVICE**

5886 2716/17	2003 West America Bank Refinance of State Pool Loan Principal & interest associated with refinancing of 1976 Safe Drinking Loan; original loan financed miscellaneous supply, storage and distribution improvements (Principal \$65,750; Interest \$18,000)	83,750
5886 2718/19	1991 State Water Resources Loan Principal & interest associated with financing construction of the Surface Water Treatment Plant (Principal \$156,200; Interest \$67,250)	223,450
5886 2822/23	Felton Treatment Plant SDWBL (Principal \$120,500; Interest \$66,400)	186,900
<b>TOTAL DEBT SERVICE</b>		<b><u>494,100</u></b>



**DEPARTMENT: OPERATIONS/SUPPLY & TREATMENT - 08**

			2009-2010	2009-2010	2010-2011
			ESTIMATED	ADOPTED	ADPOTED
<u>CAPITAL OUTLAY</u>			<u>EXPENSE</u>	<u>BUDGET</u>	<u>BUDGET</u>
MACHINERY & EQUIPMENT					
5888	1702	Chemical Feed Pumps(2)	5,200	4,500	0
		Well Transducers (1)	3,900	4,000	0
		Backwash Pump Manana Woods	0	4,000	4,000
		Flow Meters Pump Stations (3)	8,500	10,000	0
		Cla-Val Replacement Paso 7	1,200	3,500	0
		Replacement Flow Valves Kirby	0	10,000	0
		Replacement Poymer Unit Kirby	3,300	6,000	0
		Drum Pump Replacement Kirby	0	1,500	0
Sub Total			22,100	43,500	4,000
OFFICE FURNITURE & EQUIPMENT					
5888	1706	Computer Replacement (2)	0	0	3,500
Sub Total			0	0	3,500
TRANSPORTATION EQUIPMENT					
5888	1711				
		Truck 210 Replacement	44,300	36,000	0
Sub Total			44,300	36,000	0

**OTHER CAPITAL PROJECTS**

5890 9906	Replacement Pumps/Motors	59,000	40,000	40,000
0907	SCADA Upgrade/Replacement Kirby	0	60,000	0
0908	Fall Creek Intake SCADA	0	30,000	0
0909	Redwood Park SCADA Upgrade	0	35,000	0
0910	Quail Well 4 & 5 Security	9,300	5,000	0
<b>Sub Total</b>		<u>68,300</u>	<u>170,000</u>	<u>40,000</u>
<b><u>TOTAL CAPITAL OUTLAY</u></b>		<b><u>134,700</u></b>	<b><u>249,500</u></b>	<b><u>47,500</u></b>

## **DEPARTMENT: OPERATIONS, SUPPLY & TREATMENT – 08**

### **CAPITAL OUTLAY**

#### **MACHINERY AND EQUIPMENT**

5888 1702	Backwash Pump Manana Woods	<u>4,000</u>
	Subtotal; Machinery and Equipment	4,000

#### **OTHER CAPITAL PROJECTS**

5890 9906	Replacement Pumps & Motors Miscellaneous replacement of existing supply and treatment system pumps and motors, as needed	40,000
5890 0907	SCADA Upgrade/Replacement Kirby Operations Department force account activities and required parts, supplies and materials to replace and upgrade the SCADA system at Kirby	0
5890 0908	Fall Creek Intake SCADA	0
5890 0909	Redwood Park SCADA Upgrade Operations Department force account activities and required parts, supplies and materials to replace and upgrade the SCADA system at Redwood Park	<u>0</u>
	Subtotal; Other Capital Projects	40,000

<b>TOTAL CAPITAL OUTLAY</b>	<b><u>44,000</u></b>
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