DEPARTMENT SUMMARY

DEPARTMENT DESCRIPTION:

The Water Department is responsible for collection, conveyance, storage, treatment, and distribution of water to customers within the City of Santa Cruz, Live Oak area, Santa Cruz Gardens, DeLaveaga, Branciforte, Carbonera Estates, Pasatiempo, Rolling Woods, and Graham Hill areas. The boundaries of this service area are 41st Avenue on the east, Cowell State Park on the north, Monterey Bay on the south, and Laguna Canyon on the west. Also responsible for maintenance and operation of Loch Lomond Recreation Area and watershed lands in the Newell Creek, Zayante, and Laguna watersheds.

		2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
EXPENDITURES BY CHARACTER:					
Personnel Services		$ 8,892,135	$ 8,842,485	$ 8,297,716	$ 9,166,086
Services, Supplies, and Other Charges		8,491,920	12,260,238	9,675,027	11,236,082
Capital Outlay		427,444	565,343	461,358	716,950
Total Expenditures		$ 17,811,499	$ 21,668,066	$ 18,434,101	$ 21,119,118
*FY 2010 Adopted Budget:			$ 20,608,075		
EXPENDITURES BY ACTIVITY:					
Water Administration	7101	$ 3,804,494	$ 4,364,648	$ 3,910,797	$ 3,485,561
Water Engineering	7102	1,712,370	2,219,421	1,715,083	1,960,763
Water Customer Services	7103	1,368,451	1,560,166	1,390,389	1,840,560
Water Conservation	7104	556,908	893,959	603,339	788,300
Water Resources Management	7105	846,654	1,911,928	879,935	1,496,762
Water Production	7106	4,621,446	5,641,630	5,329,121	5,909,363
Water Quality Control	7107	696,927	741,514	714,393	774,453
Water Distribution	7108	3,507,687	3,344,734	3,117,334	3,874,881
Water Recreation Facility	7109	696,562	990,066	773,710	988,475
Total Expenditures		$ 17,811,499	$ 21,668,066	$ 18,434,101	$ 21,119,118
RESOURCES BY FUND:					
Water Fund		$ 17,597,206	$ 21,449,700	$ 18,293,735	$ 20,609,681
Water System Development Charges Fund		214,293	218,366	140,366	166,406
Total Resources		$ 17,811,499	$ 21,668,066	$ 18,434,101	$ 20,776,087
PROJECT EXPENDITURES				$ 34,775,270	$ 13,322,000
			2009	**2010**	**2011**
TOTAL PERSONNEL FUNDED			97.21	95.35	95.25

ACTIVITY SUMMARY

WATER ADMINISTRATION

ACTIVITY NUMBER: 7101
FUNDS: Water Fund (711)
Water System Development Charges Fund (715)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

Administers, controls, and manages department business while meeting operation and maintenance expenses, financing the upgrade of facilities and future sources of water supply, and maintaining adequate water fund reserves. Maintains a rate structure that reflects cost of service and encourages reasonable use of water.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 930,429	$ 659,360	$ 684,053	$ 684,611
Services, Supplies, and Other Charges	2,874,065	3,657,288	3,206,744	2,780,950
Capital Outlay	-	48,000	20,000	20,000
Total Expenditures	$ 3,804,494	$ 4,364,648	$ 3,910,797	$ 3,485,561

*FY 2010 Adopted Budget: $ 4,046,768

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Accountant I/II	1.13	-	-
Administrative Analyst	0.18	-	-
Administrative Assistant I/II	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00
Assistant Director of Finance	0.10	-	-
Deputy Water Director/Operations Manager	1.00	1.00	1.00
Director of Water Department	1.00	1.00	1.00
Finance Manager	0.33	-	-
Human Resources Assistant I/II	0.11	-	-
Principal Administrative Analyst	1.00	-	-
Principal Management Analyst	-	1.10	1.00
Principal Human Resources Analyst	0.11	-	-
Total Personnel Funded	6.96	5.10	5.00

ACTIVITY SUMMARY

WATER ENGINEERING

ACTIVITY NUMBER: 7102
FUNDS: Water Fund (711)
Water System Development Charges Fund (715)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

Provides engineering, planning, and project design for construction of necessary water facilities and installation of water saving technologies. Keeps current of new technologies and water quality issues, remaining sensitive to mitigation of environmental impacts. Reviews all requests of water services. Maintains records of facilities, installations, and maps. This division oversees the Backflow Prevention Program.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 1,113,884	$ 1,434,217	$ 1,237,590	$ 1,376,152
Services, Supplies, and Other Charges	592,920	779,204	477,493	488,611
Capital Outlay	5,566	6,000	-	96,000
Total Expenditures	$ 1,712,370	$ 2,219,421	$ 1,715,083	$ 1,960,763

*FY 2010 Adopted Budget: $ 2,130,797

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Administrative Analyst	1.00	-	-
Assistant Engineer I/II	3.00	3.00	3.00
Associate Civil Engineer	4.00	4.00	4.00
Deputy Water Director/Engineering Manager	1.00	1.00	1.00
Desalination Program Coordinator	1.00	1.00	1.00
Engineering Technician	3.00	3.00	3.00
Environmental Projects Analyst	1.00	1.00	1.00
Management Analyst	-	1.00	1.00
Total Personnel Funded	14.00	14.00	14.00

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ACTIVITY SUMMARY

WATER CUSTOMER SERVICES

ACTIVITY NUMBER: 7103
FUND: Water Fund (711)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

This division manages utility accounts and billing; water meter installation, maintenance and reading; begin and end utility service; and provides service in response to requests from water, wastewater, refuse, and recycling customers.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 1,011,395	$ 1,027,711	$ 993,597	$ 1,126,427
Services, Supplies, and Other Charges	349,550	504,805	388,792	579,383
Capital Outlay	7,506	27,650	8,000	134,750
Total Expenditures	$ 1,368,451	$ 1,560,166	$ 1,390,389	$ 1,840,560

*FY 2010 Adopted Budget: $ 1,560,047

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Customer Service Manager	1.00	1.00	1.00
Utility Service Representative	7.00	9.00	9.00
Utility Supervisor	1.00	1.00	1.00
Water Meter Supervisor	1.00	1.00	1.00
Water Meter Technician	3.00	3.00	3.00
Total Personnel Funded	13.00	15.00	15.00

ACTIVITY SUMMARY

WATER CONSERVATION

ACTIVITY NUMBER: 7104
FUNDS: Water Fund (711)
Water System Development Charges Fund (715)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

This division is responsible for promoting efficient water use and for implementing management practices that reduce customer demand for water, including public information and education activities, plumbing fixture replacement and appliance rebate programs, technical assistance, and administration of landscape and water waste regulations.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 259,299	$ 333,702	$ 258,021	$ 307,010
Services, Supplies, and Other Charges	297,609	560,257	345,318	481,290
Total Expenditures	$ 556,908	$ 893,959	$ 603,339	$ 788,300

*FY 2010 Adopted Budget: $ 870,725

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Environmental Projects Analyst	1.00	1.00	1.00
Water Conservation Manager	1.00	1.00	1.00
Water Conservation Representative	2.00	2.00	2.00
Total Personnel Funded	4.00	4.00	4.00

ACTIVITY SUMMARY

WATER RESOURCES MANAGEMENT

ACTIVITY NUMBER: 7105
FUND: Water Fund (711)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

This division is responsible for managing major water resource and environmental projects related to water rights, water supply, habitat conservation, and environmental resource protection.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 323,946	$ 325,575	$ 319,596	$ 410,712
Services, Supplies, and Other Charges	522,708	1,586,353	560,339	1,086,050
Capital Outlay	-	-	-	-
Total Expenditures	$ 846,654	$ 1,911,928	$ 879,935	$ 1,496,762

*FY 2010 Adopted Budget: $ 1,414,194

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Environmental Projects Analyst	2.50	2.50	2.50
Water Resources Manager	1.00	1.00	1.00
Total Personnel Funded	3.50	3.50	3.50

ACTIVITY SUMMARY

WATER PRODUCTION

ACTIVITY NUMBER: 7106
FUND: Water Fund (711)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

Responsible for production, operation, and maintenance of water storage, diversion, collection, pumping, and treatment facilities from all sources throughout the system.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 2,137,057	$ 1,969,473	$ 1,919,995	$ 1,994,651
Services, Supplies, and Other Charges	2,313,023	3,426,464	3,189,126	3,535,712
Capital Outlay	171,366	245,693	220,000	379,000
Total Expenditures	$ 4,621,446	$ 5,641,630	$ 5,329,121	$ 5,909,363

*FY 2010 Adopted Budget: $ 5,555,844

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Administrative Assistant I/II	1.00	1.00	1.00
Chief Plant Operator	1.00	-	-
Landscape Gardener	1.00	1.00	1.00
Network Administrator	1.00	-	-
Operations Technician	1.00	-	-
Plant Maintenance Mechanic II	1.00	1.00	1.00
Plant Operator I/II	9.00	-	-
Senior Electrician	1.00	1.00	1.00
Senior Plant Maintenance Mechanic	1.00	1.00	1.00
Service Maintenance Worker	1.00	1.00	1.00
Superintendent of Water Treatment and Production	1.00	1.00 *	1.00
Water Facilities Field Supervisor	-	1.00	1.00
Water Production Field Supervisor	1.00	-	-
Water Treatment Operator II/ III/IV/IV Cert. Only	-	9.00	9.00
Water Treatment Supervisor V	-	1.00	1.00
Total Personnel Funded	20.00	18.00	18.00

*Name changed from Superintendent of Water Plant and Production in FY 2010

ACTIVITY SUMMARY

WATER QUALITY CONTROL

ACTIVITY NUMBER: 7107
FUND: Water Fund (711)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

This division is responsible for the performance of all water quality testing, and oversees all matters pertaining to water quality control to maintain compliance with State and Federal standards and for planning for future treatment needs.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 488,283	$ 465,569	$ 466,542	$ 514,044
Services, Supplies, and Other Charges	208,644	230,945	202,851	253,209
Capital Outlay	-	45,000	45,000	7,200
Total Expenditures	$ 696,927	$ 741,514	$ 714,393	$ 774,453

*FY 2010 Adopted Budget: $ 729,900

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Chemist I/II	2.00	-	-
Laboratory Technician	-	1.00	1.00
Microbiologist II	1.00	-	-
Water Quality Chemist II	-	1.00	1.00
Water Quality Chemist III	-	1.00	1.00
Water Quality Laboratory Technician	1.00	-	-
Water Quality Microbiologist I/II/III	-	1.00	1.00
Water Quality Manager	1.00	1.00	1.00
Total Personnel Funded	5.00	5.00	5.00

ACTIVITY SUMMARY

WATER DISTRIBUTION

ACTIVITY NUMBER: 7108
FUND: Water Fund (711)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

Responsible for the maintenance and operation of all transmission and distribution mains throughout the water piping network. The division also has maintenance and operation responsibility for all service lines and hydrants.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 2,089,405	$ 2,089,559	$ 1,909,501	$ 2,166,236
Services, Supplies, and Other Charges	1,175,276	1,085,175	1,057,833	1,628,645
Capital Outlay	243,006	170,000	150,000	80,000
Total Expenditures	$ 3,507,687	$ 3,344,734	$ 3,117,334	$ 3,874,881

*FY 2010 Adopted Budget: $ 3,314,734

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Senior Water Distribution Worker	7.00	-	-
Senior Water Distribution Operator	-	7.00	7.00
Superintendent of Water Distribution	-	1.00	1.00
Water Distribution Crew Leader III/IV	-	6.00	6.00
Water Distribution Field Crew Leader	6.00	-	-
Water Distribution Field Supervisor	1.00	-	-
Water Distibution Operator II/III	-	8.00	8.00
Water Distribution Superintendent	1.00	-	-
Water Distibution Supervisor V	-	1.00	1.00
Water Distribution Worker I/II	8.00	-	-
Total Personnel Funded	23.00	23.00	23.00

ACTIVITY SUMMARY

WATER RECREATION FACILITY

ACTIVITY NUMBER: 7109
FUND: Water Fund (711)

DEPARTMENT: Water
FUNCTION: Enterprises

ACTIVITY DESCRIPTION:

Maintains and operates Loch Lomond Recreation Area; provides visitor services, park patrol, lake patrol, maintenance, and repair of buildings and grounds; and operation of concession and boat rental activities and gate receipts.

EXPENDITURES BY ACTIVITY:	2009 Actual	2010 Amended Budget*	2010 Estimated Actual	2011 Adopted Budget
Personnel Services	$ 538,437	$ 537,319	$ 508,821	$ 586,243
Services, Supplies, and Other Charges	158,125	429,747	246,531	402,232
Capital Outlay	-	23,000	18,358	-
Total Expenditures	$ 696,562	$ 990,066	$ 773,710	$ 988,475

*FY 2010 Adopted Budget: $ 985,066

ACTIVITY RESOURCES Fees for services and other miscellaneous revenues.

PERSONNEL FUNDED	2009	2010	2011
Chief Ranger	1.00	1.00	1.00
Ranger	3.75	3.75	3.75
Ranger Assistant	3.00	3.00	3.00
Total Personnel Funded	7.75	7.75	7.75

CAPITAL PROJECTS

WATER
Enterprise Funds

FUNDS: Water (711), Water System Development Charges (715)

Fund	Project Number	PROJECT TITLE:	2010 Estimated Actual		2011 Adopted Budget
WATER FUND PROJECTS COMPLETED IN FY 2010					
711	c700021	Additional Piezometers-Newell Creek Dam	$ 13,327		$ -
711	c709830	Beltz Well #7 Replacement with #10	4,216		-
711	c700008	Disinfection Change-Out at Graham Hill WTP	6,524		-
711	c700312	EDEN Utility Billing	17,902		-
711	c709837	Loch Lomond Facilities Improvements	522		-
711	c700005	Main Replacements - Distribution Initiated	100,000		-
711	c709860	Meter Retrofit Program	215,110		-
711	c700006	Service Line Replacements	200,000		-
		Total Water Fund Projects Completed in FY 2010	$ 557,601		$ -
WATER FUND PROJECTS IN FY 2011-2013 CAPITAL IMPROVEMENT PROGRAM					
711	c700313	Bay Street Reservoir Reconstruction	$ 6,693,146	*	$ 4,760,000
711	c701002	Beltz Monitoring Wells	600,000	*	-
711	c701101	Beltz Treatment Plant Reclaim Tank Replacement	-		150,000
711	c700020	Beltz Treatment Plant Rehabilitation	195,885	*	-
711	c700026	Beltz Well #11 Addition	1,707,200	*	-
711	c701003	Beltz Well #4 Replacement with #12	1,600,000	*	-
711	c701004	Highway 9 Water Main Replacement	50,000	*	1,500,000
711	c700901	Hydroturbines	223,993	*	-
711	c700309	Loch Lomond Slide Gates	250,000	*	-
711	c700002	Main Replacements - Engineering Initiated	800,000	*	800,000
711	c700003	Main Replacements - Outside Agency Initiated	170,727	*	57,000
711	c709835	North Coast System Rehabilitation	255,632	*	3,815,000
711	c700022	Photovoltaic Study	28,100	*	-
711	c700303	Power Management Study/Electrical Service	4,893,309	*	-
711	c709889	Remote Control Facilities Upgrade	94,576	*	-
711	c701005	San Lorenzo Pump Replacement	120,000	*	-
711	c700024	Steel Tank Recoating	90,085	*	-
711	c701006	Storage Evaluation	50,000	*	250,000
711	c709833	Transmission System Improvements	640,000	*	640,000
711	c709859	Water Quality Lab Remodel	1,540,472	*	-
711	c700805	Water Resources Facility Improvements	20,000	*	-
711	c700305	Water Supply Project	7,508,848	*	-
711	c700025	Water Treatment Upgrades	1,500,000	*	-
Subtotal Water Fund Capital Projects			29,031,973		11,972,000
715	c700027	Bay Street Reservoir Reconstruction - SDC	1,695,618	*	1,190,000
715	c700004	Main Replacements - Customer Initiated - SDC	100,000	*	-
715	c700023	Photovoltaic Study - SDC	12,000	*	-
715	c700017	Transmission System Improvements - SDC	160,000	*	160,000
715	c700016	Water Supply Project - SDC	3,218,078	*	-
Subtotal Water System Development Charges Fund Capital Projects			5,185,696		1,350,000

* Prior year funding to be carried forward into FY 2011

Total Water Fund Projects in FY 2011-2013 CIP	$ 34,217,669	$ 13,322,000
PROJECTS TOTAL	$ 34,775,270	$ 13,322,000