



North Coast County Water District
OPERATING BUDGET & CIP
FY 2018/2019

**FY 18/19
Budget Overview**

	Budget FY 17/18	Proposed 18/19
Revenues	\$11,946,500	\$12,956,000
Expenditures		
110 - Plant	\$5,561,500	\$ 5,885,900
120 - Distribution	\$1,433,000	\$ 1,493,000
130 - Administration	<u>\$3,243,475</u>	<u>\$ 3,448,900</u>
Operating Expenses	\$10,237,975	\$10,827,800
Contribution to Reserves	\$1,708,525	\$ 2,128,200
Total	\$11,946,500	\$12,956,000

Revenue

Acct #	Description	17/18 Budget	04/30/2018	% Received	Year End Estimate	18/19 Proposed	% Increase (Decrease)
4110	Residential Water Sales	5,200,000	4,257,150	81.87%	5,300,000	5,400,000	3.85%
4110-1	Residential Service	2,600,000	2,272,184	87.39%	3,000,000	3,140,000	20.77%
4140	Multi-Unit Sales	1,360,000	850,935	62.57%	1,230,000	1,300,000	-4.41%
4140-1	Multi-Unit Service	115,000	90,238	78.47%	133,000	135,000	17.39%
4120	Commercial Water Sales	760,000	594,546	78.23%	760,000	770,000	1.32%
4120-1	Commercial Service	100,000	86,204	86.20%	120,000	125,000	25.00%
4170	Other Public	450,000	395,184	87.82%	500,000	510,000	13.33%
4170-1	Public Service	42,000	40,011	95.26%	55,000	60,000	42.86%
4180	Irrigation	160,000	235,176	146.99%	265,000	275,000	71.88%
4180-1	Irrigation Service	35,000	29,760	85.03%	40,000	42,000	20.00%
4185	Recycled Water	124,000	94,733	76.40%	120,000	123,000	-0.81%
4185-1	Recycled Water Service	12,500	7,444	59.55%	11,000	11,500	-8.00%
4210	Fire Standby	35,000	46,981	134.23%	52,000	55,000	57.14%
4230	Water Connections	20,000	3,139	15.70%	7,000	15,500	-22.50%
4240	Renewal of Service Fees	25,000	17,781	71.12%	23,000	24,000	-4.00%
4260	Late Fee Charge	68,000	56,232	82.69%	73,000	70,000	2.94%
4910	Revenue from Leases	210,000	152,975	72.85%	205,000	205,000	-2.38%
4920	Interest Revenues	40,000	36,616	91.54%	55,000	55,000	37.50%
4930	Taxes & Assessments	500,000	646,217	129.24%	830,000	550,000	10.00%
4970	Miscellaneous Income	40,000	40,733	101.83%	44,000	40,000	0.00%
SUB-TOTAL		11,896,500	9,954,239	83.67%	12,823,000	12,906,000	8.49%
NON-OPERATING REVENUE							
4980	Trans & Storage	50,000	39,588	79.18%	50,000	50,000	0.00%
TOTAL		11,946,500	9,993,827	83.65%	12,873,000	12,956,000	8.45%

Expense Plant 110

Acct.#	Description	17/18 Budget	04/30/2018	% Spent	Year End	18/19 Proposed	% Increase (Decrease)
5111-110	Regular Salary	210,000	163,438	77.83%	215,000	220,000	4.76%
5112-110	Overtime	100	914	914.00%	1,000	1,000	900.00%
5640-110	Payroll Taxes	16,500	12,702	76.98%	16,500	17,500	6.06%
5642-110	Health Insurance	48,000	33,577	69.95%	45,000	48,000	0.00%
SUB-TOTAL		274,600	210,631	76.70%	277,500	286,500	4.33%
5130-110	Water Purchases-SF	4,500,000	3,595,460	79.90%	4,700,000	4,750,000	5.56%
	Water Service	40,700	30,519	74.99%	40,700	40,700	0.00%
	BAWCA Surcharge	365,000	274,000	75.07%	361,000	383,000	4.93%
5230-110	Utilities	210,000	174,888	83.28%	220,000	220,000	4.76%
5312-110	Lab	21,000	10,848	51.66%	18,000	20,000	-4.76%
5314-110	Regulatory Fees	54,000	52,850	97.87%	90,000	90,000	66.67%
5350-110	Tools & Repair	4,000	3,254	81.35%	4,000	4,000	0.00%
5412-110	Operating Supplies	4,000	1,832	45.80%	3,500	3,500	-12.50%
5623-110	Telephone	1,200	863	71.92%	1,150	1,200	0.00%
5629-110	Vehicle Maintenance	25,000	24,200	96.80%	25,000	25,000	0.00%
5632-110	Fuel	40,000	31,605	79.01%	40,000	40,000	0.00%
5661-110	Uniforms & Safety Equip	2,000	1,105	55.25%	2,000	2,000	0.00%
5670-110	Plant Repair & Maint.	20,000	14,010	70.05%	18,000	20,000	0.00%
SUB-TOTAL		5,286,900	4,215,434	79.73%	5,523,350	5,599,400	5.91%
TOTAL		5,561,500	4,426,065	79.58%	5,800,850	5,885,900	5.83%

**North Coast County Water District
Budget Fiscal Year 2018-19**

Division/Activity: Plant - 110

This category represents direct and indirect costs associated with the funding for the operations and maintenance of the District's Plant Operations, including Pump Stations and Fleet Service Garage.

Salaries & Benefits

5111-110 Regular Salary - **\$220,000**
Provides funding for direct salary costs for two regular full-time employees.

5112-110 Overtime - **\$1,000**
Provides funding for unscheduled overtime to respond to system emergencies.

Benefits

5640-110 Payroll Taxes - **\$17,500**

5642-110 Health Insurance - **\$48,000**
Provides funding for fees charged to employee benefits (e.g. social security, medical, dental insurance, etc.)

Operations

This category represents the costs associated with providing the materials, supplies and services necessary to support the daily operations of the division.

5130-110 - Water Purchases - San Francisco - **\$5,173,700**
Provides funding for water purchased through San Francisco PUC.
This budget includes:

<i>Water Purchases:</i>	<i>\$ 4,750,000</i>
<i>Water Service Charge</i>	<i>\$ 40,700</i>
<i>BAWSCA Surcharge</i>	<i>\$ 383,000</i>

5230-110 - Utilities - **\$220,000**
Provides for energy costs for operation of six (6) booster pump stations, the main office building and all remote metered sites, including tank telemetry, etc.

5312-110 - Lab - **\$20,000**
Provides for performing Federal- and State-mandated water quality monitoring of the water supply. Includes materials and supplies for District laboratory as well as covering costs for contract laboratory services and lab equipment calibration. Includes routine source and distribution system monitoring, emergency repair sampling, and samples collected and analyzed at customer request.

- 5314-110 – Regulatory Fees -** **\$90,000**
Provides for fees charged to the District for regulatory oversight by State and County agencies. Includes State Water Resources Control Board – Division of Drinking Water program permit fee and Environmental Laboratory Accreditation Program fee and for the San Mateo County Environmental Health Services fee to administer the cross-connection control program, fees for hazardous waste storage and for the Bay Area Air Quality Management District permit fees.
- 5350-110 - Tools and Repair -** **\$4,000**
Provides funding for the replacement/repair of various small tools on an as-needed basis.
- 5412-110 - Operating Supplies -** **\$3,500**
Provides for the purchase of water treatment chemicals, consumable products required for water quality monitoring operations and ongoing maintenance of pump stations. It also includes non-project specific supplies, rental tools or equipment, paint and consumables (such as grinding wheels, sandpaper, wire wheels, etc.).
- 5623-110 - Telephone -** **\$1,200**
Provides funding for seven (7) telephone lines located at various distribution sites.
- 5629-110 - Vehicle Maintenance -** **\$25,000**
Provides for Central Garage services to maintain the District's vehicles and fabrication of various specialized equipment.
- 5632 -110 – Fuel -** **\$40,000**
Provides funding for fuel for the District's fleet of vehicles and mobile equipment.
- 5661-110 - Uniforms and Safety Equipment -** **\$2,000**
Provides for uniforms, jackets, shirts, worksite safety equipment such as flasher barricades, safety vests, safety shoes, first aid kits, traffic cones, goggles, hard hats and gloves.
- 5670-110 - Plant Repair and Maintenance -** **\$20,000**
Contingency for repairs, replacement and maintenance of pump stations, parts, plant valving, motors, and related appurtenant equipment.

Expense Distribution 120

Acct.#	Description	17/18 Budget	04/30/2018	% Spent	Year End	18/19 Proposed	% Increase (Decrease)	Comments
5111-120	Regular Salary	850,000	658,442	77.46%	870,000	900,000	5.88%	
5112-120	Overtime	28,000	20,845	74.45%	28,000	28,000	0.00%	
5113-120	Duty	61,000	47,476	77.83%	63,000	63,000	3.28%	
5640-120	Payroll Taxes	70,000	53,206	76.01%	70,000	73,000	4.29%	
5642-120	Health Insurance	170,000	123,242	72.50%	165,000	170,000	0.00%	
SUB-TOTAL		1,179,000	903,211	76.61%	1,196,000	1,234,000	4.66%	
5230-120	Utilities	41,000	29,713	72.47%	40,000	40,000	-2.44%	
5314-120	Other Services-Misc.	2,000	5,303	265.15%	6,000	5,000	150.00%	
5315-120	Contract Services	15,000	3,963	26.42%	7,000	22,000	46.67%	
5350-120	Tools & Equipment	7,000	1,771	25.30%	6,000	6,000	-14.29%	
5410-120	Meters	35,000	12,108	34.59%	35,000	35,000	0.00%	
5412-120	Operating Supplies	3,500	3,020	86.29%	3,500	4,000	14.29%	
5420-120	Inventory	65,000	38,728	59.58%	60,000	65,000	0.00%	
5621-120	Office Supplies	1,500	588	39.20%	1,500	1,500	0.00%	
5623-120	Telephone	16,000	12,473	77.96%	15,500	15,500	-3.13%	
5661-120	Uniforms & Safety Equip	5,000	4,356	87.12%	5,000	7,000	40.00%	
5670-120	Dist.Repairs & Maintenance	45,000	27,102	60.23%	40,000	45,000	0.00%	
5730-120	Misc. Supplies & Expenses	3,000	2,397	79.90%	3,000	3,000	0.00%	
5750-120	Recycled Water Operations	15,000	4,534	30.23%	7,000	10,000	-33.33%	
	Sub Total	254,000	146,056	57.50%	229,500	259,000	1.97%	
TOTAL		1,433,000	1,049,267	73.22%	1,425,500	1,493,000	4.19%	

Budget Fiscal Year 2018-19

Division Activity: Distribution - 120

This category represents direct and indirect costs associated with funding for the maintenance of the District's Distribution System, including the Recycled Water System.

Salaries & Benefits

5111-120 Regular Salary - \$900,000

Provides funding for direct salary costs for employees.

5112-120 Overtime - \$28,000

Provides funding for unscheduled overtime to respond to unscheduled system emergencies.

5113-120 Duty - \$63,000

Provides funding for on-call duty personnel.

Benefits -

5640-120 Payroll Taxes - \$73,000

5642-120 Health Insurance - \$170,000

Provides funding for payments relating to employee benefits. (e.g. social security, medical, dental insurance, etc.)

Operations

This category represents the costs associated with providing the materials, supplies and services necessary to support the daily operations of the division.

5230-120 - Utilities - \$40,000

Provides funding for electrical energy costs for operation of the District's telemetry and cathodic protection systems for the District's storage reservoirs.

5314-120 - Other Services - Miscellaneous - \$5,000

Includes funding for maintenance agreements for calibration adjustments of the cathodic protection and telemetry systems by outside contractors.

5315-120 Contract Services - \$22,000

This line item pays for the services of miscellaneous consultants hired throughout the year for special studies such as implementation of District's new GIS system.

5350-120 - Tools and Equipment - \$6,000

Includes funding for replacement of various small tools on an as-needed basis and for the purchase of a new whacker.

- 5410-120 Meters - \$35,000**
Provides for the purchase of meters and touch read equipment.
- 5412-120 - Operating Supplies - \$4,000**
Provides for the purchase of hardware consumable items including hardware, lumber, paint, nuts and bolts, and other supplies needed for the operation of the water system.
- 5420-120 Inventory - \$65,000**
Provides for the purchase of pipes, fire hydrants, valves, vault boxes, fittings and other service connection items necessary to maintain inventory.
- 5621-120 Office Supplies - \$1,500**
Provides for the purchase of office supplies, toners, etc. for the Distribution Department.
- 5623-120 - Telephone - \$15,500**
Provides funding for maintenance and repair of the District's dedicated lease line utilized for system telemetry analog interface between the District's booster pump stations and the District's SCADA system and for the field employees' cellular telephones.
- 5661-120 - Uniforms and Safety Equipment - \$7,000**
Provides for uniforms, jackets, shirts, worksite safety equipment such as flasher barricades, safety vests, safety shoes, first aid kits, traffic cones, goggles, hard hats, gloves, fire extinguishers, flashlights, etc.
- 5670-120 Distribution Repairs & Maintenance - \$45,000**
Contingency for repairs to the District's distribution system including: valving, main breaks, general system appurtenances and for asphaltic repairs; also where outside help is needed to quickly restore service, includes funds for asphaltic materials.
- 5730-120 Miscellaneous Supplies & Expenses \$3,000**
Provides for one-time expenditures for special projects and/or equipment.
- 5750-120 Recycled Water Operations - \$10,000**
Provides for the costs associated with providing materials, supplies and services necessary to support the daily operations of Recycled Water Operations.

Expense Administration 130

Acct.#	Description	17/18 Budget	04/30/2018	% Spent	Year End	18/19 Proposed	% Increase (Decrease)
5111-130	Regular Salary	745,000	571,595	76.72%	760,000	875,000	17.45%
5112-130	Overtime	7,000	9,470	135.29%	12,000	12,000	71.43%
5640-130	Payroll Taxes	56,000	40,278	71.93%	54,000	56,000	0.00%
5641-130	Workers Compensation	50,000	35,486	70.97%	48,000	50,000	0.00%
5642-130	Health Insurance	165,000	113,611	68.86%	150,000	160,000	-3.03%
5642-130A	Retiree Health Insurance	225,000	163,954	72.87%	220,000	225,000	0.00%
5643-130	Retirement	510,000	402,457	78.91%	535,000	550,000	7.84%
5644-130	Retiree COLA Benefit	110,000	81,745	74.31%	110,000	115,000	4.55%
5645-130	Directors' Health Insurance	110,000	64,457	58.60%	100,000	105,000	-4.55%
5646-130	Life Insurance	14,000	10,465	74.75%	14,000	14,000	0.00%
5647-130	Employee Welfare	500	270	54.00%	400	500	0.00%
5940-130	Directors' Fees	11,000	7,000	63.64%	10,500	11,000	0.00%
SUB-TOTAL		2,003,500	1,500,788	74.91%	2,013,900	2,173,500	8.49%
Operations							
5514-130	On-Line Payment Fees	47,000	56,615	120.46%	76,000	77,000	63.83%
5522-130	Bad Debt Write Off	50,000	43,803	87.61%	50,000	25,000	-50.00%
5620-130	Advertising	2,000	1,304	65.20%	2,000	2,000	0.00%
5621-130	Printing & Office Supplies	15,000	5,521	36.81%	10,000	10,000	-33.33%
5622-130	Utilities	20,000	14,779	73.90%	20,000	21,000	5.00%
5623-130	Telephone	4,000	2,290	57.25%	3,050	3,100	-22.50%
5624-130	Janitor & Gardener	16,500	11,525	69.85%	15,500	15,500	-6.06%
5627-130	Postage	35,500	28,858	81.29%	38,000	38,000	7.04%
5628-130	General Manager Expenses	500	60	12.00%	100	500	0.00%
5630-130	Insurance	63,000	48,895	77.61%	63,000	65,000	3.17%
5631-130	Off. Build. Maint. & Repairs	5,000	3,917	78.34%	4,500	5,000	0.00%
5637-130	Billing	58,000	40,225	69.35%	59,000	60,000	3.45%
5650-130	Off. Equip. Rep/Maint/Pur	10,000	7,164	71.64%	10,000	10,000	0.00%
5655-130	Off. Equip. Lease & Maint	7,000	3,917	55.96%	5,300	7,000	0.00%
5685-130	Water Ed/Comm. Service	5,000	3,073	61.46%	5,000	5,000	0.00%

Acct.#	Description	17/18 Budget	04/30/2018	% Spent	Year End	18/19 Proposed	% Increase (Decrease)
5687-130	Water Conservation	35,000	14,936	42.67%	30,000	30,000	-14.29%
5720-130	Taxes & Assessments	2,000	1,442	72.10%	2,000	2,000	0.00%
5730-130	Miscellaneous Expenses	5,000	3,750	75.00%	4,500	5,000	0.00%
5732-130	Licenses & Certificates	1,000	150	15.00%	200	500	-50.00%
5733-130	Meals	1,000	565	56.50%	600	1,000	0.00%
5734-130	Travel & Lodging	500	209	41.80%	300	500	0.00%
5735-130	Employee Annual Recog	1,500	1,218	81.20%	1,218	1,500	0.00%
5661-130	Uniforms & Safety Equip.	1,200	1,331	110.92%	1,331	1,400	16.67%
Director's Expenses							
5941-130	Directors' Election Fees	0	0	0.00%	0	20,000	0.00%
5942-130	Directors' Conv. & Travel	9,000	3,704	41.16%	4,500	7,000	-22.22%
Employee Development							
5625-130	Meetings & Conferences	3,000	456	15.20%	600	1,500	-50.00%
5626-130	Dues & Membership	38,000	31,711	83.45%	38,000	40,000	5.26%
5626-130A	BAWSCA Dues	70,000	52,236	74.62%	70,000	70,400	0.57%
5635-130	Staff Training	2,000	959	47.95%	1,200	1,500	-25.00%
Professional Fees							
5680-130	Engineering Fees	10,000	13,105	131.05%	25,000	25,000	150.00%
5681-130	Legal Fees	60,000	27,123	45.21%	40,000	60,000	0.00%
5682-130	Auditing & Accounting Fees	20,000	14,355	71.78%	20,000	21,000	5.00%
5683-130	Misc. Professional Fees	50,000	28,665	57.33%	45,000	50,000	0.00%
5725-130	Rebate Programs/ Lawn Be Gone	15,000 65,000	4,629 9,254	30.86% 14.24%	15,000 65,000	15,000 65,000	0.00% 0.00%
SUB-TOTAL		727,700	481,744	66.20%	725,899	762,400	4.77%
TOTAL ADMINISTRATION							
		2,731,200	1,982,532	72.59%	2,739,799	2,935,900	7.49%
5800-130	Debt Service	512,275	384,206	75.00%	512,275	513,000	0.14%
TOTAL ADMINISTRATION W/DEBT							
		3,243,475	2,366,738	72.97%	3,252,074	3,448,900	6.33%

Budget Fiscal Year 2018-19

Division Activity: Administration - 130

This category represents direct and indirect costs associated with the personnel employed for the maintenance of the District's Administrative Services Division including the meter division.

Salaries & Benefits

<u>5111-130 Regular Salary -</u>	<u>\$875,000</u>
<i>Provides funding for direct salary costs for employees.</i>	
<u>5112-130 – Overtime -</u>	<u>\$12,000</u>
<i>Provides funding for unscheduled overtime in the administrative department and to respond to system emergencies.</i>	
<u>5640-130 Payroll Taxes -</u>	<u>\$56,000</u>
<u>5641-130 Workers' Compensation -</u>	<u>\$50,000</u>
<u>5642-130 Health Insurance -</u>	<u>\$160,000</u>
<u>5642-130A Retiree Health Insurance -</u>	<u>\$225,000</u>
<u>5643-130 Retirement -</u>	<u>\$550,000</u>
<u>5644-130 Retiree COLA Benefit -</u>	<u>\$115,000</u>
<u>5645-130 Directors' Health Insurance -</u>	<u>\$105,000</u>
<u>5646-130 Life Insurance -</u>	<u>\$14,000</u>
<i>Provides funding for employees, retirees and the Board of Directors.</i>	
<u>5647-130 Employee Welfare -</u>	<u>\$500</u>
<i>Provides funding for the employee wellness program that reimburses employees up to \$15 per month for gym memberships.</i>	
<u>5940-130 – Directors' Fees -</u>	<u>\$ 11,000</u>
<i>Provides funding for the Board of Directors to attend the monthly Board meeting, standing committee meetings and miscellaneous meetings.</i>	

Operations

This category represents the costs associated with providing the materials, supplies and services necessary to support the daily operations of the division.

<u>5514-130 – On-Line Payment Fees -</u>	<u>\$77,000</u>
<i>Provides funding for the third party fees incurred for District customers to pay their utility bills on-line.</i>	
<u>5522-130 Bad Debt Write Off -</u>	<u>\$25,000</u>
<i>Provides funding for the accounts that the District must send to collections for non-payment.</i>	
<u>5620-130 - Advertising -</u>	<u>\$2,000</u>
<i>Includes funding for District's legal ads and for any other advertisements the District may place during the year.</i>	
<u>5621-130 - Printing & Office Supplies -</u>	<u>\$10,000</u>
<i>Provides funding for all stationary, miscellaneous office supplies and all District forms, newsletters and the Consumer Confidence Report.</i>	
<u>5622-130- Utilities -</u>	<u>\$21,000</u>
<i>Provides funding for electrical energy costs for the operation of the District's headquarters.</i>	
<u>5623-130 - Telephone -</u>	<u>\$3,100</u>
<i>Provides funding for telephones, cellular phones and pagers for the Administration division.</i>	
<u>5624-130 Janitor & Gardener-</u>	<u>\$15,500</u>
<i>Provides funding for janitorial services and gardening services around the District's reservoirs and at the District's headquarters.</i>	
<u>5627-130 - Postage -</u>	<u>\$38,000</u>
<i>Provides funding for mailing of all customer bills and District correspondence.</i>	
<u>5628-130 - General Manager Expenses -</u>	<u>\$500</u>
<i>Provides funding for miscellaneous expenses the General Manager might incur including conventions, meetings, conferences and luncheons.</i>	
<u>5630-130 - Insurance -</u>	<u>\$65,000</u>
<i>Provides funding for the ACWA/JPIA premium.</i>	
<u>5631-130 - Office Building Maintenance & Repairs</u>	<u>\$5,000</u>
<i>Provides funding for the regular maintenance of District's facilities for the year.</i>	

- 5637-130 – Billing -** **\$60,000**
Provides funding for the maintenance agreements for the billing system and the Sensus meter reading equipment.
- 5650-130 – Office Equipment Repair/Maintenance/Purchase-** **\$10,000**
Provides funding for the repair/maintenance/replacement of equipment that may be needed.
- 5655-130 – Office Equipment Lease & Maintenance-** **\$7,000**
Provides funding for maintenance agreements and leases for the various pieces of equipment.
- 5685-130 - Water Education/Community Service** **\$5,000**
Provides funding for the District's water education program miscellaneous community events and for various consumable products.
- 5687-130 – Water Conservation-** **\$30,000**
Provides funding for miscellaneous water conservation activities, and purchase of miscellaneous water conservation consumables
- 5720-130 Taxes & Assessments -** **\$ 2,000**
Provides funding for miscellaneous taxes the District must pay on fuel and for the CalOSHA compliance certificate.
- 5730-130 - Miscellaneous Expenses -** **\$5,000**
Provides funding for various miscellaneous items.
- 5732-130 – Licenses & Certificates** **\$500**
Provides funding for costs expended on licenses and certificates.
- 5733-130 – Meals** **\$1,000**
Provides funding for monies spent on meals while attending classes, conferences
- 5734-130 – Travel & Lodging** **\$500**
Provides funding for expenditures on travel and lodging for staff involved in training programs.
- 5735-130 – Employee Annual Recognition** **\$1,500**
Provides funding for the employee recognition meal and for miscellaneous employee awards.
- 5661-130 – Uniforms & Safety Equipment -** **\$1,400**
Provides funding for the uniforms required in the meter division and for various District apparel for the office staff. Also includes funding for miscellaneous safety equipment.

Directors' Expenses

5941-130 – Directors' Election Fees - \$20,000
Provides funding for San Mateo County Office of Election fees needed for the District to elect Directors.

5942-130 – Directors' Conventions & Travel - \$7,000
Provides funding for the Directors to attend various meetings and conferences.

Employee Development

This category represents costs associated with the provision of services and materials that enhance the professional growth and development of personnel.

5625-130 - Meetings and Conferences - \$1,500
Provides funding for meetings and conferences associated with job assignments or related to the conduct of departmental business. Attendance is geared toward personnel development and the advancement of departmental effectiveness. Staff regularly attends organizational meetings that include the American Water Works Association, Northern California Backflow Prevention Association, Association of California Water Agencies and other associations on an as-needed basis.

5626-130 - Dues & Membership - \$40,000
This line item represents those costs associated with the provision of services and materials that enhance the professional growth and development of personnel.

5626-130A BAWSCA Dues - \$70,400
Funds the District's apportionment of the BAWSCA dues.

5635-130 - Staff Training - \$1,500
Provides funding for outside professional services.

Professional Fees

5680-130 - Engineering Fees - \$25,000
Provides funding for administrative projects provided by the District's engineering consultants including the attendance of meetings.

5681 - 130 Legal Fees - \$60,000
Provides funding for the administrative services of the District's legal counsel including the attendance of District meetings.

5682 - 130 - Auditing & Accounting Fees - \$21,000
Provides funding for the preparation of the District's annual audit and for the District's accountant.

5683 -130 - Misc. Professional Fees - \$50,000

Provides funding for outside professional services.

5725-130 – Rebate Programs - \$80,000

Provides funding for the District's ULF toilet, the spray valve rinse program, the Lawn Be Gone program and any additional programs that may be instituted. The washing machine program is on-hold pending review of new programs through BAWSCA. This also includes \$65,000 for the funding of the Lawn-B-Gone Program.

5800-130 Debt Service - \$513,000

This line item funds the District's debt service for the CSCDA bond.

Expense Capital Improvement and Bond Projects FY 18/19

Account No.	Description	17/18 Budget	YTD Spent	18/19 Proposed
Potable Piping Improvements				
	Palmetto Ave	\$100,000	\$ -	complete
	Golf Course Tie-Ins	\$125,000	\$ 9,759.00	complete
	Hwy 1 Crossing @ Manor Dr	\$0	\$ -	\$90,000
	Fittings for Potable Hose System		\$ -	\$7,000
Miscellaneous Projects				
	Main Pump Station Electrical Upgrades soft starts)	\$24,000	\$ 20,683.00	complete
	Park Pacifica Pump Station - Replace 2 Pumps	\$90,000	\$ 67,884.00	\$80,000
	Royce Tank Site - Replace Steel Storage Building	\$60,000	\$ 8,084.00	complete
	San Pedro Creek Rehabilitation	\$200,000	\$ 2,308.00	\$300,000
	Vac Con Hydro Excavation Truck	\$0	\$ -	\$350,000
	Vehicle Replacement - New General Manager Vehicle	\$70,000	\$ -	\$70,000
	Replace Distribution System Map (4 ft x 8 ft)	\$0	\$ -	\$15,000
Potable Storage Tank/Reservoir Projects				
	Tank Hatch Intrusion Alarms -10 hatches	\$0	\$ -	\$7,000
	Christen Hill Tank Intertie Project w/Daly City	\$0	\$ -	\$20,000
	Nelson Tank Plans/Specs	\$0	\$ 37,816.00	\$75,000
	Sheila Tank Plans & Specs	\$75,000		\$50,000
	Vallemar Tank - Recoating	\$0	\$ -	\$400,000
Annual Projects				
	Reservoir Site Paving (Annual)	\$10,000	\$ -	\$20,000
	Reservoir Fence Maintenance (Annual)	\$10,000	\$ -	\$10,000
	Annual Valve Exercise Program	\$0	\$ -	\$3,000
	Annual Flushing and Dead-End Blow-Offs	\$20,000	\$ -	\$10,000
	Easement Protection (Annual)	\$10,000	\$ 5,281.00	\$10,000
	Meter Replacement Program	\$50,000	\$ 44,808.00	\$60,000
	Fire Hydrant Replacement Program	\$30,000	\$ 6,851.00	\$30,000
	Pressure Regulator Station Upgrades	\$60,000	\$ 12,488.00	\$60,000
Building Project				
	Francisco Building Repairs	\$5,000	0	\$100,000
	GIS Upgrades / Tablets	\$25,000	0	\$6,000
	Redundant Off-Site SCADA System at Gypsy Hill	\$0	0	\$32,000
	Computer Upgrades/SCADA, Office	\$25,000	0	\$25,000
Recycled Water Project				
	Recycled Water	\$20,000	0	\$20,000
Reservoir Construction Projects				
	Sheila Tank – Consultant/Inspectors	\$125,000	\$ 21,234.00	\$100,000
	Sheila Tank – Tank Construction	\$550,000	\$ 725.00	\$550,000
	Christen Hill Tank - Consultant/Inspector	\$26,000	\$ 11,137.00	\$5,000
	Christen Hill Tank - Construction	\$180,600	\$ -	\$0
	Christen Hill Tank – Paving / Landscaping	\$10,000	\$ -	\$0
Water Availability Study				
	Phase 1 Assessment of Groundwater Supply	\$40,000	0	\$30,000
Totals		\$1,940,600	\$ 249,058.00	\$2,535,000