



# Investing in the Future



# 2010–2011 District Budget



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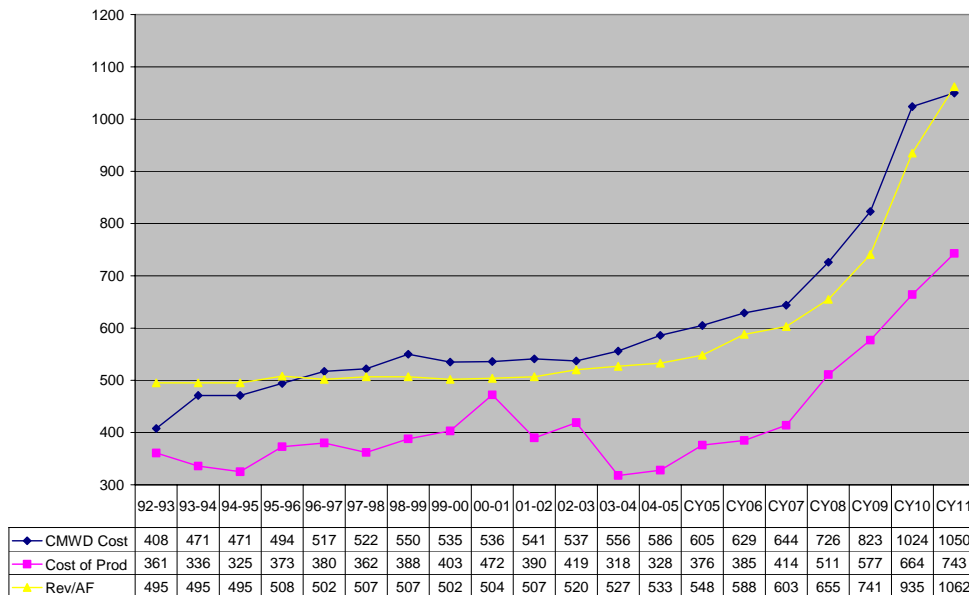
## Introduction

During the past budget year, the District focused on the formidable challenges presented by judicial pumping restrictions in the Sacramento/San-Joaquin Bay Delta, a 15% reduction in water allocations implemented by Metropolitan Water District, and a 22% increase in the cost of water.

The Board took several proactive measures to effectively address these challenges and ensure reliable water distribution during this period of water supply uncertainty. One was the adoption of a moratorium on Water Availability and Water Will-Serve letters for new development that would place untenable new demand upon imported water. Along with neighboring water purveyors, the Board also adopted an updated Water Shortage Management Policy to provide for future water shortage contingencies. The District successfully met the 15% reduction of imported water imposed by the Metropolitan Water District through a combination of projects to offset imported water demands. Among the projects undertaken and completed during the year were the activation or upgrade of three wells and the conversion of three plant nurseries to non-potable water use. Coupled with voluntary water conservation by consumers, these actions helped ensure ample water was available and forestalled the need to implement even the first stage of the Water Shortage Management Policy.

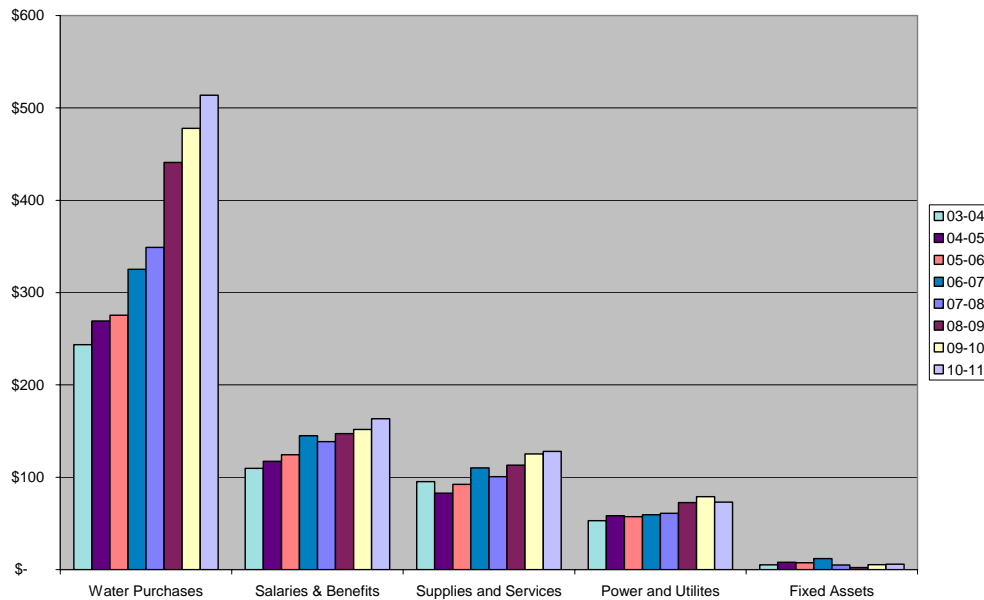
The challenges will continue into FY2010-11. Persistent pumping restrictions in the Bay Delta will continue to restrict water availability to Southern California. The State Water Project expects to provide only 40% of requested deliveries during the year.

**Potable Water Trends**



The cost of imported state water continues to rise and is driven primarily by the judicial pumping restrictions and the purchase of alternate, higher-cost, sources of water. Imported water costs rose by 22% in January, 2010 and are expected to increase by an additional 7.5% in January, 2011. A further increase in the range of 6%-12% is expected in January, 2012, followed by more moderate increases over subsequent years. The cost of imported water is the single most important driver in the total cost of production, as depicted in the graphs provided above and below.

Cost/AF Delivered by Major Cost Center



In January, 2010, the Board adopted a major rate increase to accommodate the 22% increase imposed by Metropolitan Water District and Calleguas Municipal Water District. Revenues in the budget year will increase significantly over the preceding year, and will be used to pay for the additional cost of water and to provide necessary contributions to capital replacement reserves. Included in the rate resolution was a provision to allow the automatic “pass-through” of any increase in the rates for wholesale water. While this budget does not propose any immediate rate increase, it is expected that any future rate increase imposed by the District’s wholesalers will be automatically passed through to the consumer and made effective on the date of the wholesale water rate increase.

Water allocations are expected to continue into FY2010-11 at 85% of base allocation. However, with its diverse base of water resources, the District was very successful in meeting its allocations this past fiscal year, and fully expects to meet any imposed allocation for the current budget year. In addition, new CIP projects proposed as part of the Facilities Master Plan will significantly improve both potable and non-potable water reliability, and further “drought-proof” the District.

The District's capital improvement program has been broken into two phases for FY2010-11. Funded in the first half of the fiscal year and included in this budget are those ongoing projects or new short-term projects that will require capital outlays within the first 9 months of the fiscal year. Among these projects are:

- Engineering Design for filtration and disinfection of non-potable water
- Modifications to re-rate the Water Reclamation Facility (WRF) from 1.5 MGD to 2.25 MGD
- Lining of the WRF effluent ponds
- Improvement of WRF process
- Continuation of the water meter conversion to radio-read meters
- Replacement of the hydro-motor control center at Pump Station #6
- Relocation of 3000' of effluent pipeline in cooperation with CSUCI

Completion of a long-range capital financing plan to accommodate the recommendations contained in the Facilities Master Plan is expected in the next few months. Several large projects will require significant funding, and the need for capital financing through grant funding and additional debt issuance is anticipated. To prepare for the possibility of new debt issuance, the District included funding for future debt-service in the previous two rate increases. The projected debt service ratio for combined operations for FY2009-10 is 2.04 on a debt service expense of \$1.374 million. While it is difficult to judge the size of the debt issuance and resulting bond yield with precision, this budget assumes an additional \$700,000 in debt service expense during the budget year. Accordingly, the debt service ratio for the budget year is projected to be 1.54 on a debt service expense of \$2.080 million.

It is expected that the cost and reliability of Southern California's water supply will remain uncertain for some time. Proactive efforts by local water districts to develop local water resources will be instrumental in the continuing provision of reliable and affordable long-term water services. This need to provide "reliable and affordable" water services has been a key priority during the past year while completing the Facilities Master Plan. The Plan identifies projects to build self-reliance by developing local water resources, reducing dependence on imported water, controlling escalating water costs, and protecting against water use restrictions during times of drought or water supply shortages. That Plan and this budget are focused on developing the District's own diverse water resources to meet the current and future needs of the community.

**Budget Rollup  
FY 2010-11**

	Budget FY 09-10	Revised Budget FY 09-10	Projected 4th Quarter	Budget FY 2010-11
<b>Revenues</b>				
Water Sales:				
Potable	8,990,834	8,888,986	8,519,421	10,037,165
Non-Potable	2,544,231	2,454,497	2,496,341	2,744,432
Meter Service Charge	1,606,034	1,606,034	1,626,200	1,626,200
Sewer Service Charge	2,430,090	2,430,090	2,468,600	2,731,104
Special Services	40,000	40,000	140,880	40,000
Miscellaneous	60,000	60,000	55,956	60,000
<b>Total Operating Revenues</b>	<b>\$ 15,671,189</b>	<b>\$ 15,479,607</b>	<b>\$ 15,307,398</b>	<b>\$ 17,238,901</b>
<b>Operating Expenses</b>				
Water Purchases- CMWD	6,620,871	6,594,351	6,449,468	7,247,347
CMWD Fixed Charge	800,000	650,000	560,354	650,000
CCP	604,000	604,000	620,170	609,250
Production Power	1,114,375	1,039,708	1,042,841	1,035,323
<b>Total Production</b>	<b>\$ 9,139,246</b>	<b>\$ 8,888,059</b>	<b>\$ 8,672,833</b>	<b>\$ 9,541,920</b>
Regular Salaries	1,745,642	1,745,642	1,663,210	1,884,053
Overtime/Standby	39,289	39,289	51,890	42,624
Part Time	80,109	80,109	94,618	70,728
Benefits	684,090	684,090	661,022	732,393
<b>Total Salaries</b>	<b>\$ 2,549,131</b>	<b>\$ 2,549,130</b>	<b>\$ 2,470,740</b>	<b>\$ 2,729,798</b>
Outside Contracts	831,350	831,350	752,932	922,175
Professional Services	329,879	329,879	256,418	324,929
<b>Total Outside Cont/Profess SVC</b>	<b>\$ 1,161,229</b>	<b>\$ 1,161,229</b>	<b>\$ 1,009,350</b>	<b>\$ 1,247,104</b>
Utilities	212,500	212,500	181,000	212,500
Communications	41,400	41,400	35,735	44,430
Pipeline Repairs	101,000	101,000	94,000	101,000
Sm. Tools & Equipment	24,950	24,950	21,800	19,300
Materials & Supplies	291,750	291,750	282,530	273,150
Repair Parts & Equip. Maint.	153,000	153,000	180,700	152,500
Legal Services	30,000	30,000	25,000	30,000
Dues & Subscriptions	47,421	47,421	40,800	46,670
Confer. & Travel	33,660	33,660	23,360	32,060
Safety & Training	22,800	22,800	12,860	37,300
Board Expense	35,000	35,000	35,000	48,000
Bad Debt	1,500	1,500	3,500	2,500
Fees & Charges	76,204	76,204	64,754	64,741
Insurance	86,000	86,000	80,000	86,000
Misc.	0			
<b>Total Supplies and Services</b>	<b>\$ 1,157,185</b>	<b>\$ 1,157,185</b>	<b>\$ 1,081,039</b>	<b>\$ 1,150,151</b>
<b>Total Expenses</b>	<b>14,006,791</b>	<b>13,755,603</b>	<b>13,233,962</b>	<b>14,668,973</b>
<b>Net Operating Revenues</b>	<b>\$ 1,664,398</b>	<b>\$ 1,724,004</b>	<b>\$ 2,073,436</b>	<b>\$ 2,569,928</b>
<b>Less: Non Operating Expenses</b>				
Debt Service	1,374,770	1,374,770	1,374,768	2,080,575
Capital Replacement Contribution	650,000	650,000	650,000	950,000
<b>Add: Non Operating Revenues</b>				
Interest Revenues	175,000	175,000	105,000	105,000
Taxes	460,000	460,000	518,000	520,000
<b>Net Operating Results</b>	<b>\$ 274,628</b>	<b>\$ 334,234</b>	<b>\$ 671,668</b>	<b>\$ 164,353</b>

## **Revenues**

Camrosa's revenues are received from 6 major sources. Water Sales represent approximately 72% of the total revenues, Water Meter Service Charges are typically 9% of revenues, Sewer Service Charges are about 15%; Interest 1%, Taxes 3%, and a small amount from a combination of special service fees (new account starts), plan check fees, reconnection fees, hydroelectric sales, and special uses contracts.

### **2009-2010**

Total operating revenues for Fiscal Year 2009-10 are projected to be \$15,307,398 or approximately \$172,900 below budget. Lower revenues were primarily due to the wetter winter with effective rainfall nearly twice the normal amount and as a result of adherence to the call for voluntary conservation that was issued to District customers.

### **2010-2011**

Water Sales this budget is based on a more normalized rainfall pattern and is prepared with the anticipation of slightly higher water sales in Fiscal Year 2010-11 than experienced in the current fiscal year. The District expects a continued reduction in the allocation of State Water Project water into FY 2010-11 and the projected revenues reflect continued conservation efforts by District customers.

It is projected that total water sales for Fiscal Year 2010-2011 will be 16,710 acre-feet. The budget is based on Potable sales of 9,455 acre-feet and Non-potable/recycled sales of 7,255 acre-feet. Included in the Non-potable deliveries are projected sales of 1,450 acre-feet of blended agricultural water with low chloride content.

Total water sales revenues for Fiscal Year 2009-10 are estimated at \$11,015,762. Fiscal Year 2010-11 water sales revenues are expected to be \$12,781,597. The average revenue per acre-foot for all water sold is expected to be \$765 and for potable water, alone, it is expected to be \$1,061 per acre-foot.

Meter Service Charge revenue for Fiscal Year 2009-10 is expected to be approximately \$20,000 higher than budget due to lower vacancy rates. Fiscal Year 2010-11 meter service charge is expected to be \$1,626,200.

Sewer Service Charge Sewer service revenues will increase in the coming Fiscal Year and reflect an increase of \$1.00 (4%) per EDU effective July 1, 2010. Total Sewer Service revenues for the budget year are expected to be \$2,731,104.

Interest revenue is expected to decline as interest rates and reserves decline. Average returns are expected to be below 1% on an average reserve balance of approximately \$5.2 Million. Additional interest income of \$38,470 will be realized as CSUCI continues to reimburse the District for capital outlays made on the University's behalf to construct the recycled water system. Total interest revenues are therefore estimated to be \$105,000.

Tax Revenues are projected to remain at normal levels for Fiscal Year 2010-11 and are projected to be \$520,000.

**Capital Connection Fees** are not being projected to be collected in Fiscal Year 2010-11 due to the slowing of housing development due to the economy.

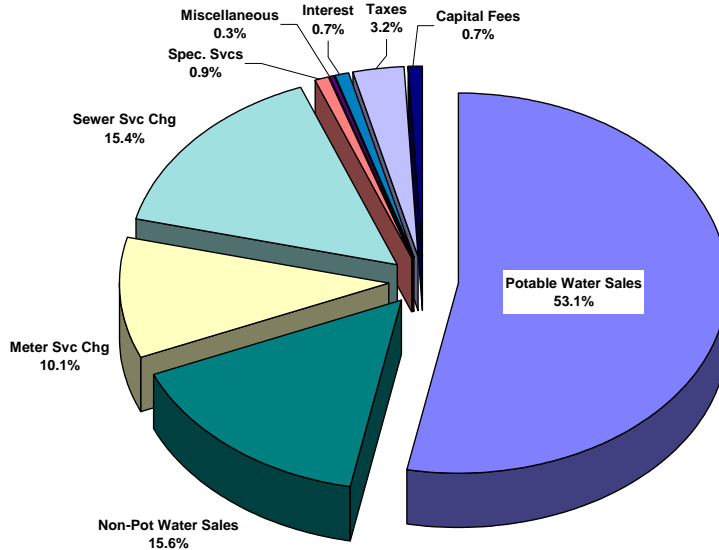
**Special Services** revenues are estimated to be \$40,000, remaining unchanged from Fiscal Year 2009-10.

**Miscellaneous** revenues are estimated to be \$60,000 for pump zone charges.

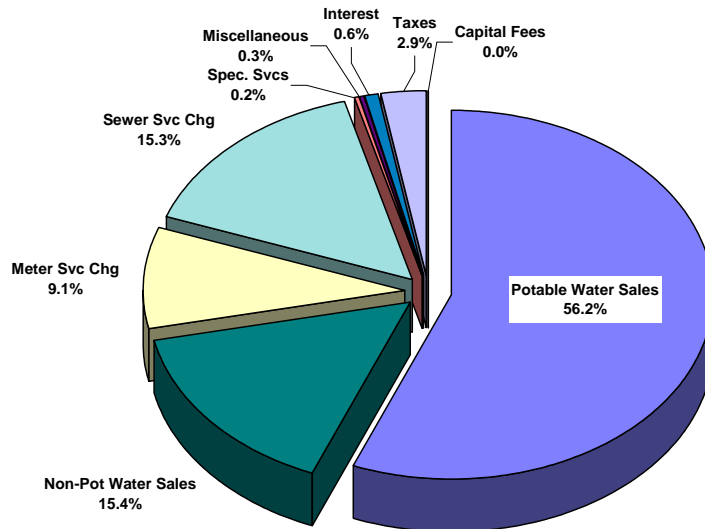
**Total Revenues** are expected to reach \$17,863,901 in June 2011. This is an increase over revenues projected for Fiscal Year 2009-10. These revenues reflect an increase in the sewer service charge in July 2010, and an expectation of normal tax revenues.

### Comparison of Total Revenues

FY 2009-2010 Projected Revenues  
\$16,044,398



FY 2010-2011 Budgeted Revenues  
\$17,863,901



## Reserves

Although Camrosa operates through a single-fund expense budget, the District's reserves are managed through several types of accounts and account categories. In general, Reserves are established to accumulate funds to increase system capacity and accommodate growth, replace assets as they reach the end of their useful life, meet unanticipated emergencies, stabilize rates and meet the covenants of debt issuance instruments and other agreements. All reserves are maintained in accordance with the "Statement of Reserve Fund Policy" adopted by the Board Directors.

### Restricted Reserves

Restricted Assets of the District are established as a result of debt issuance to fund capital projects and by obligating Unrestricted General Fund Reserves for specific capital projects. The Capital Improvement Project (CIP) Fund for the Fiscal Year beginning July 1, 2010 has been established at \$945,000 and appropriate unrestricted reserves have been decremented as appropriate as funds were transferred into this restricted account.

Reserves in the amount of \$1,502,760 are held in trust in accordance with the covenants of the 1995 issuance of Certificates of Participation and the 2001 issuance of Revenue Bonds.

### Unrestricted General Fund Reserves

Unrestricted Reserves are accumulated, managed and, earmarked for use by policies developed and implemented by the Camrosa Board of Directors. The Board at its discretion may amend, discontinue, or supersede these policies to serve the best interest of the Camrosa Water District. In January 2010, the Board of Directors amended the policy to define the appropriate levels of reserves to be maintained for the specific fund designations.

There are six accounts in the category of Unrestricted General Fund Reserves. The Water Capital Improvement Fund and the Wastewater Capital Improvement Fund are incremented by the amount of capital fees received from developers each year. The funds are reserved for future expansion of system capacity to meet demand generated as a result of new development and are decremented by the value of the capital projects approved each year for system expansion.

The three capital replacement accounts for Water, Wastewater and General Equipment and Fixed Assets are incremented at the end of the Fiscal Year with contributions from net operating results. The net income had been split between the three replacement funds with 60% to Water Capital Replacement, 30% to Wastewater Capital Replacement and 10% to General Equipment and Fixed Asset Replacement. New equipment and fixed assets are budgeted for and funded out of net operating results

while fixed asset and equipment replacements are funded out of the replacement fund reserves.

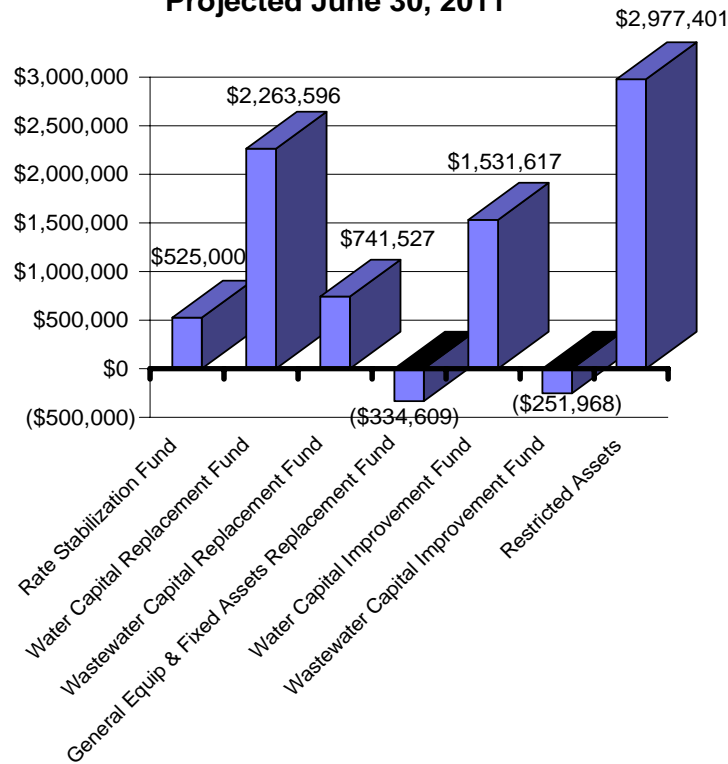
Finally, the Rate Stabilization Fund, segregates funds for use in dampening revenue fluctuations that may occur as a result of very wet years or unexpected operational costs. The District does not anticipate the need to draw down funds from the Rate Stabilization Fund during Fiscal Year 2010-11.

The various categories of unrestricted reserves have been established by Camrosa to identify the source of the funds or intended future use of the funds. In Fiscal Year 2008-2009, the District began contributing funds to rebuild the Capital Replacement Funds for needed infrastructure maintenance of the water distribution system to provide uninterrupted water services, improving water quality, and securing future water supply reliability. At the beginning of Fiscal Year 2009-10 Camrosa's unrestricted reserves balance was \$3.5 million. With the de-obligation of CIPs, and \$945,000 funds committed to new capital projects the Fiscal Year 2010-2011 Budget begins on July 1, 2010 with \$3.3 million unrestricted reserves balance.

### Reserve Accounts

	FY 2008-2009		FY 2009-2010		FY 2010-2011	
	Beginning Budget	Actual Year - End	Beginning Budget	Projected Year - End	Beginning Budget	Projected Year - End
	July 1, 2008	June 30, 2009	July 1, 2009	June 30, 2010	July 1, 2010	June 30, 2011
<b>General Fund</b>						
Rate Stabilization Fund	\$ 162,444	\$ 162,444	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000
Water Capital Replacement Fund (WCRF)	\$ 1,062,114	\$ 1,209,770	\$ 1,284,582	\$ 1,113,673	\$ 1,464,984	\$ 1,464,984
Contribution to WCRF					\$	\$ 700,000
Wastewater Capital Replacement Fund (WWCRF)	\$ 387,862	\$ 392,724	\$ 461,631	\$ 461,631	\$ 442,221	\$ 442,221
Contribution to WWCRF						\$ 250,000
General Equip. & Fixed Assets Repl. Fund (Gen.RF)	\$ (468,180)	\$ (468,180)	\$ (418,211)	\$ (418,211)	\$ (351,044)	\$ (351,044)
Contribution to Gen. RF						
Water Capital Improvement Fund	\$ 2,306,938	\$ 2,048,503	\$ 1,852,445	\$ 1,573,868	\$ 1,613,514	\$ 1,613,514
Water Capital Fees		\$ 6,000		\$ 114,000		
CSUCI Recycled Repayment	\$ -	\$ 47,942	\$ -	\$ 50,646		\$ 53,503
WasteWater Capital Improvement Fund	\$ (674,616)	\$ (824,616)	\$ (171,904)	\$ (387,368)	\$ (387,368)	\$ (387,368)
Wastewater Capital Fees		\$ 177,960		\$ -		
CSUCI WRF Expansion-Repayment	\$ -	\$ 534,752	\$ -	\$ -		
Net Operating Results		\$ 1,203,743		\$ 1,321,668		\$ 164,353
<b>Total</b>	\$ 2,776,562	\$ 4,491,043	\$ 3,533,543	\$ 4,354,907	\$ 3,307,307	\$ 4,475,163
<b>Restricted Assets</b>						
CSUCI Recycleline Repayment	\$ 776,732	\$ 728,790	\$ 728,790	\$ 678,144	\$ 678,144	\$ 624,641
CSUCI WRF Expansion-Repayment	\$ 534,752	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Repayment	\$ 1,502,760	\$ 1,502,760	\$ 1,502,760	\$ 1,502,760	\$ 1,502,760	\$ 1,502,760
CIP	\$ 1,486,429	\$ 754,765	\$ 1,712,265	\$ 1,185,395	\$ 2,232,995	\$ 850,000
<b>Total</b>	\$ 4,300,673	\$ 2,986,315	\$ 3,943,815	\$ 3,366,299	\$ 4,413,899	\$ 2,977,401
<b>Grand Total</b>	\$ 7,077,235	\$ 7,477,358	\$ 7,477,358	\$ 7,721,206	\$ 7,721,206	\$ 7,452,564

**Fund Balance  
Projected June 30, 2011**



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### **Debt Service**

The District's outstanding debt was restructured in 2001 with the issuance of \$11.7 million in special obligation Revenue bonds. Proceeds from the bonds provided funds to refund the principal amount of \$10,185,000 of the District's \$15,510,000 outstanding Revenue Certificates of Participation - 1995 Series (1995 -COP's) and to establish a reserve fund equal to the Bond reserve requirement. The remaining portion of the 1995 COP's were not eligible for refinancing in this manner and remain outstanding under the covenants of the original issuance. Restructuring resulted in more than \$120,000 in savings to the District and resulted in lower debt service payments in every year when compared to payments required under the old structure.

Total Fiscal Year 2010-2011 debt service payments on this outstanding debt will be approximately \$1,380,575. Approximately \$542,566 is paid with sewer service revenues. The remainder is serviced with general water revenues.

The District is anticipating a new debt issuance in the fall of Fiscal Year 2010-2011 and has been preparing for this issuance with necessary increases in rates over the past two years. Additional debt service costs of \$700,000 has been budgeted to accommodate the new issuance. The total debt service costs are expected to be \$2,080,575.

A condition of both the 1995 COP issuance and the 2001 Revenue Bond issuance is the maintenance of a minimum debt service coverage ratio of 1.15%. That is, the total surplus revenues remaining from the Wastewater and Water operations must be at least 1.15 times the required debt service.

The following pages illustrate that the District's actual coverage dipped below the required coverage during the particularly wet years in Fiscal Year 2005-2006. Prior to the application of the Rate Stabilization Fund, Fiscal Year 2007-2008 debt service coverage was also below the required coverage due to higher than expected demand in water sales resulting in the purchase of Tier 2 imported state water and unexpected increases in the cost of imported water. Over the past two years, a concerted effort has been made to improve debt service ratios through the rate increases.

The Fiscal Year 2010-2011 budgeted debt service coverage ratios significantly exceed the minimum debt service coverage requirements. These improved debt service ratios reflect the budgeted new debt issuance described above.

## Debt Service Ratio

Combined Operations						
	05-06	06-07	07-08	FY 08-09	09-10	10-11
				ACTUAL	YE PROJECTED	BUDGET
<b>Revenues:</b>						
Water Sales	\$5,906,944	\$7,470,167	\$7,801,045	\$7,666,142	\$8,519,421	\$10,037,165
Meter Service Chg	\$899,735	\$898,717	\$984,844	\$1,378,647	\$1,626,200	\$1,626,200
Conejo Creek Sales	\$919,572	\$1,356,561	\$1,320,280	\$1,709,691	\$2,384,801	\$2,590,514
Sewer Service	\$1,922,929	\$2,095,869	\$2,234,752	\$2,313,136	\$2,468,600	\$2,731,104
Interest	\$394,364	\$379,621	\$338,728	\$227,081	\$105,000	\$105,000
Recycled Water	\$46,997	\$87,544	\$64,316	\$107,530	\$111,540	\$153,918
Misc.	\$402,070	\$800,509	\$585,930	\$681,109	\$714,836	\$620,000
Capital Fees	\$542,417	\$125,309	\$583,152	\$203,960	\$114,000	\$0
<b>Total Revenues</b>	<b>\$11,035,028</b>	<b>\$13,214,297</b>	<b>\$13,913,047</b>	<b>\$14,287,296</b>	<b>\$16,044,398</b>	<b>\$17,863,901</b>
<b>Expenses:</b>						
Water Purchases	\$4,936,397	\$6,470,462	\$7,038,467	\$6,455,776	\$7,629,992	\$8,506,597
Salaries (1)	\$2,151,808	\$2,269,746	\$2,183,197	\$2,312,623	\$2,470,740	\$2,729,798
Supplies	\$268,456	\$256,652	\$284,345	\$237,596	\$282,530	\$273,150
Utilities	\$934,085	\$1,277,695	\$1,111,169	\$1,087,263	\$1,223,841	\$1,247,823
Contracts	\$626,415	\$574,653	\$666,425	\$582,650	\$752,932	\$922,175
Support Services (2)	\$600,439	\$629,083	\$663,641	\$811,670	\$873,927	\$989,430
<b>Total Expenses</b>	<b>\$9,517,600</b>	<b>\$11,478,291</b>	<b>\$11,947,244</b>	<b>\$11,487,578</b>	<b>\$13,233,962</b>	<b>\$14,668,973</b>
Rate Stabilization Fund			\$197,959			
Net Revenues	\$1,517,428	\$1,736,006	\$2,163,762	\$2,799,718	\$2,810,436	\$3,194,928
Debt Service	\$1,408,001	\$1,412,707	\$1,418,166	\$1,392,015	\$1,374,768	\$2,080,575
<b>Ratio</b>	<b>1.08</b>	<b>1.23</b>	<b>1.53</b>	<b>2.01</b>	<b>2.04</b>	<b>1.54</b>

## Debt Service Ratio

Water Division						
	05-06	06-07	07-08	FY 08-09	09-10	10-11
				ACTUAL	PROJECTED	BUDGET
<b>Revenues:</b>						
Water Sales	\$5,906,944	\$7,470,167	\$7,801,045	\$7,666,142	\$8,519,421	\$10,037,165
Non-Potable	\$919,572	\$1,356,561	\$1,320,280	\$1,709,691	\$2,384,801	\$2,590,514
Service Chg	\$899,735	\$898,717	\$984,844	\$1,378,647	\$1,626,200	\$1,626,200
Interest	\$363,572	\$246,754	\$295,379	\$147,603	\$68,250	\$68,250
Misc.	\$595,994	\$572,679	\$578,200	\$626,253	\$645,943	\$606,000
Capital Fees	\$257,850	\$125,309	\$40,400	\$24,000	\$114,000	\$0
<b>Total Revenues</b>	<b>\$8,943,667</b>	<b>\$10,670,187</b>	<b>\$11,020,148</b>	<b>\$11,552,335</b>	<b>\$13,358,615</b>	<b>\$14,928,129</b>
<b>Expenses:</b>						
Water Purchases	\$4,936,397	\$6,470,462	\$7,038,467	\$6,455,776	\$7,629,992	\$8,506,597
Salaries (1)	\$1,398,675	\$1,475,335	\$1,419,078	\$1,503,205	\$1,605,981	\$1,774,369
Supplies	\$99,766	\$106,018	\$131,962	\$116,118	\$125,655	\$125,780
Utilities	\$807,075	\$900,591	\$964,999	\$958,159	\$1,076,140	\$1,078,548
Contracts	\$323,408	\$333,966	\$316,154	\$294,309	\$421,181	\$509,964
Support Services (2)	\$414,868	\$493,812	\$455,648	\$555,164	\$542,540	\$629,419
<b>Total Expenses</b>	<b>\$7,980,190</b>	<b>\$9,780,184</b>	<b>\$10,326,308</b>	<b>\$9,882,731</b>	<b>\$11,401,489</b>	<b>\$12,624,677</b>
Rate Stabilization Fund			\$197,959			
Net Revenues	\$963,477	\$890,003	\$891,799	\$1,669,605	\$1,957,126	\$2,303,452
Debt Service	\$857,513	\$857,513	\$860,827	\$844,953	\$834,484	\$1,438,009
<b>Ratio</b>	<b>1.12</b>	<b>1.04</b>	<b>1.04</b>	<b>1.98</b>	<b>2.35</b>	<b>1.60</b>

## Debt Service Ratio

Wastewater Division						
	05-06	06-07	07-08	FY 08-09	09-10	10-11
				ACTUAL	PROJECTED	BUDGET
<b>Revenues:</b>						
Sewer Service	\$1,922,929	\$2,095,869	\$2,234,752	\$2,313,136	\$2,468,600	\$2,731,104
Interest	\$30,792	\$132,867	\$43,349	\$79,478	\$36,750	\$36,750
Recycled Water	\$46,997	\$67,000	\$64,316	\$107,530	\$111,540	\$153,918
Misc.	\$16,643	\$25,531	\$7,731	\$54,856	\$68,893	\$14,000
Capital Fees	\$74,000	\$0	\$542,752	\$179,960	\$0	\$0
<b>Total Revenues</b>	<b>\$2,091,361</b>	<b>\$2,321,267</b>	<b>\$2,892,900</b>	<b>\$2,734,961</b>	<b>\$2,685,783</b>	<b>\$2,935,772</b>
<b>Expenses:</b>						
Salaries (1)	\$753,133	\$794,411	\$764,119	\$809,418	\$864,759	\$955,429
Supplies	\$168,688	\$152,753	\$152,383	\$121,478	\$156,876	\$147,370
Utilities	\$127,010	\$141,170	\$146,170	\$129,104	\$147,700	\$169,275
Contracts	\$303,006	\$300,750	\$350,271	\$288,341	\$331,751	\$412,211
Support Services (2)	\$185,573	\$236,434	\$207,993	\$256,506	\$331,387	\$360,011
<b>Total Expenses</b>	<b>\$1,537,410</b>	<b>\$1,625,518</b>	<b>\$1,620,936</b>	<b>\$1,604,848</b>	<b>\$1,832,473</b>	<b>\$2,044,296</b>
Rate Stabilization Fund						
Net Revenues	\$553,951	\$695,749	\$1,271,964	\$1,130,113	\$853,310	\$891,476
Debt Service	\$553,344	\$555,194	\$557,339	\$547,062	\$540,284	\$642,566
<b>Ratio</b>	<b>1.00</b>	<b>1.25</b>	<b>2.28</b>	<b>2.07</b>	<b>1.58</b>	<b>1.39</b>

## **Revenue Centers**

Normally, revenue generated from operations produces approximately 97% of total revenue while non-operating revenues such as Taxes, Interest Revenue and Miscellaneous administrative fees make up the remaining 3%. The District recognizes two revenue centers; Water Distribution (Programs 52 & 53) and Wastewater Operations (Program 57).

To determine adequacy of rates in each division, overhead costs are allocated to Water operations (65%) and Wastewater operations (35%) for overhead costs, with the exception of the Water Quality Program which is distributed 50:50 between the two programs and the Water Conservation Program which is allocated 100% to the Water operations. Non-operating revenues are credited to Water and Wastewater operations using the same 65:35 ratio. Debt Service costs is allocated to Water and Wastewater operations based on the level of debt originally incurred in each Revenue center. Approximately 60.7% of debt service costs are applied to the Water Distribution and 39.3% is allocated to Wastewater Operations.

The District anticipates an upcoming debt issuance to fund short-term projects identified in the Integrated Facilities Master Plan to be adopted. The expected new debt issuance is reflected in the current budget.

**Budget Summary by Revenue Center**

	Budget FY 10-11	Water Program 52 & 53	Wastewater Program 57
<b>Revenues</b>			
Water Sales:			
Potable	10,037,165	\$ 10,037,165	\$ -
Non-Potable	2,744,432	\$ 2,590,514	\$ 153,918
Meter Service Charge	1,626,200	\$ 1,626,200	\$ -
Sewer Service Charge	2,731,104	\$ -	\$ 2,731,104
Special Services	40,000	\$ 26,000	\$ 14,000
Miscellaneous	60,000	\$ 60,000	\$ -
<b>Total Operating Revenues</b>	<b>\$ 17,238,901</b>	<b>\$ 14,339,879</b>	<b>\$ 2,899,022</b>
<b>Operating Expenses</b>			
Water Purchases- CMWD	7,247,347	\$ 7,247,347	\$ -
CMWD Fixed Charge	650,000	\$ 650,000	\$ -
CCP	609,250	\$ 609,250	\$ -
Production Power	1,035,323	\$ 1,035,323	\$ -
<b>Total Production</b>	<b>\$ 9,541,920</b>	<b>\$ 9,541,920</b>	<b>\$ -</b>
Regular Salaries	1,884,053	\$ 1,224,634	\$ 659,419
Overtime/Standby	42,624	\$ 27,706	\$ 14,918
Part Time	70,728	\$ 45,973	\$ 24,755
Benefits	732,393	\$ 476,055	\$ 256,337
<b>Total Salaries</b>	<b>\$ 2,729,798</b>	<b>\$ 1,774,369</b>	<b>\$ 955,429</b>
Outside Contracts	922,175	\$ 509,964	\$ 412,211
Professional Services	324,929	\$ 175,663	\$ 149,267
<b>Total Outside Cont/Profess SVC</b>	<b>\$ 1,247,104</b>	<b>\$ 685,626</b>	<b>\$ 561,478</b>
Utilities	212,500	\$ 43,225	\$ 169,275
Communications	44,430	\$ 28,880	\$ 15,551
Pipeline Repairs	101,000	\$ 101,000	\$ -
Sm. Tools & Equipment	19,300	\$ 12,605	\$ 6,695
Materials & Supplies	273,150	\$ 125,780	\$ 147,370
Repair Parts & Equip. Maint.	152,500	\$ 88,350	\$ 64,150
Legal Services	30,000	\$ 19,500	\$ 10,500
Dues & Subscriptions	46,670	\$ 31,411	\$ 15,260
Confer. & Travel	32,060	\$ 20,839	\$ 11,221
Safety & Training	37,300	\$ 24,105	\$ 13,195
Board Expense	48,000	\$ 31,200	\$ 16,800
Bad Debt	2,500	\$ 1,625	\$ 875
Fees & Charges	64,741	\$ 38,343	\$ 26,398
Insurance	86,000	\$ 55,900	\$ 30,100
Misc.	0	\$ -	\$ -
<b>Total Supplies and Services</b>	<b>\$ 1,150,151</b>	<b>\$ 622,762</b>	<b>\$ 527,389</b>
<b>Total Expenses</b>	<b>14,668,973</b>	<b>\$ 12,624,677</b>	<b>\$ 2,044,296</b>
<b>Net Operating Revenues</b>	<b>\$ 2,569,928</b>	<b>\$ 1,715,202</b>	<b>\$ 854,726</b>
<b>Less: Non Operating Expenses</b>			
Debt Service	2,080,575	\$ 1,438,009	\$ 642,566
Capital Replacement Contribution	950,000	700,000	250,000
<b>Add: Non Operating Revenues</b>			
Interest Revenues	105,000	\$ 68,250	\$ 36,750
Taxes	520,000	\$ 520,000	\$ -
<b>Net Operating Results</b>	<b>\$ 164,353</b>	<b>\$ 165,443</b>	<b>\$ (1,090)</b>

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**Expense Summary**  
**By Program**

### **Human Resources - Program 05**

The objective of this program is twofold - to capture all human resource costs in a single program in order to compare total costs of this resource by Fiscal Year and to capture all costs for later allocation to the three revenue centers to simplify the accounting necessary to track labor costs. Included in this program are all Salaries and Benefits for both full-time and part-time personnel, temporary contract labor, and miscellaneous personnel support costs such as uniforms, certification fees, training and travel.

#### **Accomplishments for 2009-2010**

- Celebrated 14 years of accident free work
- One employee attained Water Distribution Operator Grade 4 certification
- One employee attained Wastewater Grade 3 certification
- Employees maintained contact hours for certification

#### **Goals for 2010-2011**

- Maintain and encourage upgrade of individual certifications where possible
- Encourage the continued general training and education of Camrosa staff
- Conduct succession planning
- Collaborate with local purveyors, colleges and the University in development of an internship program to encourage career development in the water and wastewater industry

**Human Resources - Program 05**

Human Resources - Program 05				Budget 09-10	4th Qtr Projected	Proposed 10-11	
<b>Production:</b>							
Water Purchases- CMWD	50010	\$	-	\$	-	\$	-
CMWD Fixed Charges		\$	-	\$	-	\$	-
CCP	50010	\$	-	\$	-	\$	-
Recycled		\$	-	\$	-	\$	-
Production Power	50020	\$	-	\$	-	\$	-
<b>Subtotal</b>				\$	-	\$	-
<b>Salaries &amp; Benefits:</b>							
Regular Salaries	50100	\$	1,745,642	\$	1,663,210	\$	1,884,053
Overtime	50110	\$	34,297	\$	45,883	\$	36,178
Part Time	50120	\$	80,109	\$	94,618	\$	70,728
Standby	50130	\$	4,992	\$	6,007	\$	6,446
Benefits	50140	\$	526,590	\$	512,439	\$	567,393
Benefit Plan	50150	\$	157,500	\$	148,583	\$	165,000
<b>Subtotal</b>				\$	2,549,130	\$	2,470,740
<b>Contracts &amp; Professional Services:</b>							
Outside Contracts	50220	\$	12,100	\$	7,500	\$	10,850
Professional Services	50230	\$	-	\$	-	\$	-
<b>Subtotal</b>				\$	12,100	\$	10,850
<b>Services &amp; Supplies:</b>							
Utilities	50200	\$	-	\$	-	\$	-
Communications	50210	\$	-	\$	-	\$	-
Pipeline Repairs	50240	\$	-	\$	-	\$	-
Sm. Tools & Equipment	50250	\$	-	\$	-	\$	-
Materials & Supplies	50260	\$	-	\$	180	\$	-
Repair Parts & Equip. Maint.	50270	\$	-	\$	-	\$	-
Legal Services	50280	\$	-	\$	-	\$	-
Dues & Subscriptions	50290	\$	2,150	\$	1,500	\$	2,620
Confer. & Travel	50300	\$	14,300	\$	4,000	\$	12,700
Safety & Training	50310	\$	15,400	\$	12,000	\$	31,400
Board Expense	50330	\$	-	\$	-	\$	-
Bad Debt	50340	\$	-	\$	-	\$	-
Fees & Charges	50350	\$	-	\$	-	\$	-
Insurance	50360	\$	-	\$	-	\$	-
Misc.	50500	\$	-	\$	-	\$	-
<b>Subtotal</b>				\$	31,850	\$	17,680
<b>Total</b>				\$	2,593,080	\$	2,495,920
<b>Fixed Asset Replacements:</b>				\$	-	\$	-
<b>New Fixed Assets:</b>				\$	-	\$	-
<b>Grand Total</b>				\$	2,593,080	\$	2,495,920

## **General Administration - Program 10**

The General Administration Program provides funds for expenses related to the general management of the District including insurance costs, annual fees and charges and other general expenses of the District. The program also contains funds for all Director-related expenses including meeting fees, membership dues, conference and travel, and legal services.

### **Accomplishments for 2009-2010**

- Continued a comprehensive Public Outreach program to communicate commitment to developing local water self-reliance that included press releases, public speaking engagements, trade show booth presentations and a consistent message to customers
- Production of 4 issues of Camrosa Water Independent
- Received WaterReuse Award of Merit for Leisure Village's recycled water-use project
- Adopted Reserve Policy
- Adopted pass-through of imported wholesale water increases
- Compliance with condition 25 of the Water Conservation Plan Conejo Creek Permit, attaining above 80% water efficiency
- Developed Integrated Facilities Master Plan
- Completed Initial Study of the CSUCI Wellwater Desalter
- Evaluate participation in a Regional Desalter

### **Goals for 2010-2011**

- Complete 2010 Urban Water Management Plan
- Adopt Integrated Facilities Master Plan
- Complete Facilities Master Plan EIR
- Develop a long-range Capital Financing Plan and Bond Issuance
- Initiate capital connection fee nexus study
- Initiate Santa Rosa Basin Groundwater Management Review
- Enhance staff capabilities through automation and out-sourcing routine tasks

### **Fixed Assets:**

#### **Replacements:**

- Aerial Photography Data \$ 2,500

**General Management - Program 10**

<b>Program 10</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ -	\$ -	\$ -
Professional Services 50230	\$ 19,800	\$ 19,800	\$ 62,650
<b>Subtotal</b>	\$ 19,800	\$ 19,800	\$ 62,650
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 500	\$ -	\$ 500
Materials & Supplies 50260	\$ 21,250	\$ 21,250	\$ 22,750
Repair Parts & Equip. Maint. 50270	\$ -	\$ -	\$ -
Legal Services 50280	\$ 30,000	\$ 25,000	\$ 30,000
Dues & Subscriptions 50290	\$ 38,671	\$ 33,000	\$ 37,450
Confer. & Travel 50300	\$ 19,360	\$ 19,360	\$ 19,360
Safety & Training 50310	\$ 2,000	\$ 500	\$ 500
Board Expense 50330	\$ 35,000	\$ 35,000	\$ 48,000
Bad Debt 50340	\$ 1,500	\$ 3,500	\$ 2,500
Fees & Charges 50350	\$ 37,900	\$ 30,000	\$ 24,437
Insurance 50360	\$ 86,000	\$ 80,000	\$ 86,000
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ 272,181	\$ 247,610	\$ 271,497
<b>Total</b>	\$ 291,981	\$ 267,410	\$ 334,147
<b>Fixed Asset Replacements:</b>	\$ -	\$ -	\$ 2,500
<b>New Fixed Assets:</b>	\$ 9,000	\$ -	\$ -
<b>Grand Total</b>	\$ 300,981	\$ 267,410	\$ 336,647

## Information Services - Program 11

The purpose of Information Services Program is to manage and improve communication. This involves improving communication with our customers, other agencies and internally among staff. The program tracks the cost of developing, maintaining and delivering the information necessary to manage the District effectively. The program includes costs for developing and maintaining the computer network, remote-access communications capability, information databases, and the Intranet and Internet Services. The cost of developing, maintaining, and reporting accounting information is also budgeted in this program. The costs for all phone communication, database updates for GIS data and Photometric information and subscriptions to data services such as GIS Updates from the County and Underground Service Alerts have been included in the information services program. These costs were once distributed among other programs but will now be allocated as overhead to the three revenue centers.

### Accomplishments for 2009-2010

- Completed Phase I of Radio Network upgrade
- Upgraded Backup Storage to accommodate storage limits
- Configured Network and Data Systems for Handling of Pilot Credit Card Payments
- Upgraded four SCADA servers
- Replaced six aged client workstations and implemented dual monitor capabilities
- Completed CIS PreException and Production Reports
- Integrated Potable, Non-Potable Water Usage and parcel information from CIS into GIS Mapplet

### Goals for 2010-2011

- Upgrade existing boardroom projector system
- Continue hardware upgrade of aged workstations, servers and client's Operating Systems
- Start standardization of latest software applications
- Enhance IVR to allow customers to check billing history and account balance
- Evaluate implementing customer access of AMR data
- Implement Netflow monitoring on Cisco Firewall
- Replace Large Format Scan Station
- Implement Verisign Certificates on Webserver and MailServer for secure communications
- Replace webserver

### Fixed Assets

#### Replacements:

• Upgrade 4 workstations	\$ 4,000
• CIS/IVR Integration HW/SW Solution	2,000
• Docuserver Motherboard & Memory	500
• Webserver	3,000
• Software Upgrades	14,900
• Backup Software	7,500
• ScanStation	<u>1,000</u>
	\$32,900

#### New:

• Upgrade Boardroom Projector System	4,000
• Verisign Certificates (2year)	4,200
• Paessler PRTG Netflow	500
• Client UPS Systems	<u>2,500</u>
	\$11,200

**Information Services - Program 11**

<b>Program 11</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 45,300	\$ 33,135	\$ 45,175
Professional Services 50230	\$ 8,200	\$ 6,382	\$ 18,200
<b>Subtotal</b>	\$ 53,500	\$ 39,517	\$ 63,375
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ 41,400	\$ 35,735	\$ 44,430
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 10,650	\$ 8,500	\$ 5,000
Materials & Supplies 50260	\$ 800	\$ 1,000	\$ 1,500
Repair Parts & Equip. Maint. 50270	\$ 5,000	\$ 1,200	\$ 5,500
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ 2,100	\$ 1,800	\$ 2,100
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ -	\$ -	\$ -
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ -	\$ -	\$ -
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ 59,950	\$ 48,235	\$ 58,530
<b>Total</b>	\$ 113,450	\$ 87,752	\$ 121,905
<b>Fixed Asset Replacements:</b>	\$ 5,500	\$ 2,791	\$ 32,900
<b>New Fixed Assets:</b>	\$ 13,500	\$ 12,204	\$ 11,200
<b>Grand Total</b>	\$ 132,450	\$ 99,956	\$ 166,005

## **Resource Planning and Engineering Services – Program 12**

Resource Planning is responsible for monitoring, analyzing, planning, and developing the water resources and wastewater treatment capacity to serve Camrosa's current and future customers. This involves researching and analyzing alternatives, developing and implementing programs, planning and managing capital projects, and facilitating institutional relations to increase and manage the water resources available to Camrosa's customers. Resource Planning also manages Camrosa's environmental review process and related environmental permitting.

Engineering Services manages capital projects and assists in the evaluation, planning, and execution of projects to improve the efficiency of the water and wastewater systems. Engineering Services also provides oversight for new developments by calculating fees and charges, checking plans for compliance with District standards, providing construction inspection for development and District projects, managing maps and records of completed projects, and providing underground facilities location for new construction or repairs by other utilities.

### **Accomplishments for 2009-2010**

- Completed hydraulic model of the non-potable distribution system
- Completed non-potable reservoir site study
- Completed preliminary design of new effluent outfall
- 80% design completion of the CamSan interconnection
- Completed design of CWRF re-rating modifications
- Completed preliminary Tierra Rejada basin study
- Finalized design of Santa Rosa #3 Well
- Extended Non-potable system to Nurseries along Duval Road
- Completed CEQA Environmental NegDec for CSUCI wellwater desalter
- Evaluated pump station filtration and chemical injection for pond water treatment

### **Goals for 2010-2011**

- Finalize Facilities Master Plan
- Complete Facilities Master Plan Environmental review
- Contract for design of Reservoir Seismic Retrofit Program and Specifications
- Complete engineering study of WRF plant rerating and disinfection system
- Evaluate preliminary designs for water filtration at ponds
- Commence design of CSUCI well desalter and Phase I implementation
- Complete design, bid package and commence construction of the CamSan interconnection
- Finalize design of non-potable Phase 1 expansion
- Design auxiliary pump for Pump Station #4
- Commence Read Rd. engineering and pilot well

### Resource Planning and Engineering Services – Program 12

Program 12	Budget 09-10	4th Qtr Projected	Proposed 10-11
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 2,000	\$ 797	\$ 2,000
Professional Services 50230	\$ 130,400	\$ 62,909	\$ 115,400
Subtotal	\$ 132,400	\$ 63,706	\$ 117,400
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 500	\$ -	\$ 500
Materials & Supplies 50260	\$ 1,050	\$ 1,000	\$ 1,050
Repair Parts & Equip. Maint. 50270	\$ -	\$ -	\$ -
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ -	\$ -	\$ -
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ 350	\$ -	\$ 350
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ 6,129	\$ -	\$ 6,129
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
Subtotal	\$ 8,029	\$ 1,000	\$ 8,029
<b>Total</b>	\$ 140,429	\$ 64,706	\$ 125,429
<b>Fixed Asset Replacements:</b>	\$ -		\$ -
<b>New Fixed Assets:</b>	\$ -		\$ -
<b>Grand Total</b>	\$ 140,429	\$ 64,706	\$ 125,429

## **Water Conservation - Program 22**

This program implements one facet of the District's public information activities and involvement in the community. An integral part of this program's interaction with the public is the implementation of Best Management Practices (BMPs) for water use efficiency. Camrosa has joined with other California water agencies in committing to implement BMPs as part of an overall State-Federal (Cal-Fed) program to make the best use of the state's water resources.

### **Accomplishments for 2009-2010**

- Conducted Residential water evaluations
- Joint venture with Resource Conservation District to conduct large Agricultural landscape water efficiency evaluations
- Hosted one mini-series California Friendly Landscape Residential classes
- Distributed indoor water audit kits and outdoor conservation devices to Residential customers
- Co-hosted Teacher Resource Workshop for Pleasant Valley School District with the City of Camarillo, Calleguas Municipal Water District and Metropolitan Water District to implement MWD's Education Program
- Held the "H2O Where Did you Go" school assembly at Tierra Linda Elementary

### **Goals for 2010-2011**

- Continue to strive towards compliance of CUWCC BMP reporting to be eligible for grant funding
- Develop and integrate customer rebates and retrofits into the utility billing system for reporting of BMP activity
- Conduct public outreach via various local media forums to promote water efficient practices that prevent water waste
- Develop strategy to target Commercial, Industrial and Institutional customers as part of BMP implementation
- Conduct Residential, Multi-Family and Agricultural landscape water efficiency evaluations
- Continue to leverage MWD Education Program to engage students in water conservation
- Host California Friendly Landscape classes for Residential and Professional Landscapers
- Develop plant reference guide and plant listing of Camrosa's landscape demonstration garden
- Continue promotion of MWD's water efficient retrofit rebate program
- Continue distribution of indoor/outdoor conservation devices

**Water Conservation - Program 22**

<b>Program 22</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 43,500	\$ 10,000	\$ 25,500
Professional Services 50230	\$ 88,400	\$ 88,400	\$ 45,600
<b>Subtotal</b>	\$ 131,900	\$ 98,400	\$ 71,100
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ -	\$ -	\$ -
Materials & Supplies 50260	\$ 28,800	\$ 22,000	\$ 15,300
Repair Parts & Equip. Maint. 50270	\$ -	\$ -	\$ -
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ 3,500	\$ 3,500	\$ 3,500
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ -	\$ -	\$ -
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ -	\$ -	\$ -
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ 32,300	\$ 25,500	\$ 18,800
<b>Total</b>	\$ 164,200	\$ 123,900	\$ 89,900
<b>Fixed Asset Replacements:</b>	\$ -	\$ -	\$ -
<b>New Fixed Assets:</b>	\$ -	\$ -	\$ -
<b>Grand Total</b>	\$ 164,200	\$ 123,900	\$ 89,900

## **Field Services - Program 24**

The Field Services program is responsible for timely and effective response to customer requests for service. This program provides face-to-face contact in the field and all direct office services to Camrosa customers. This includes production of monthly water and sewer bills, collection of revenues from monthly billings, collection of the water and sewer capital improvement fees, dispatch of technicians to satisfy customer requests for service and resolution of customer service concerns. Included in this program is cross-connection control, data collection, responsibility for new meter sets, meter change-outs and for oversight of an outside contractor responsible for timely and accurate reading of all meters on a monthly basis.

### **Accomplishments for 2009-2010**

- Expanded the AMR (automated meter reading) system to more than 2600 units
- Implemented online payment processing
- Enhanced Voice Response (IVR) phone system to improve customer service
- Streamlined outgoing reminder messages to customers
- Completed yearly meter replacement program
- Interfaced utility billing and GIS
- Converted BPMS backflow software to CIS

### **Goals for 2010-2011**

- Continue to expand the AMR (automated meter reading system)
- Implement bar code reading capability for meter tracking
- Continue meter replacement program
- Upgrade and implement new AMR software
- Implement the Integrated Voice Response (IVR) phone system
- Make automated reads available to our customers
- Automate service orders from office to field personnel
- Implement field device for Mapplet

**Field Services - Program 24**

<b>Program 24</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 158,900	\$ 150,000	\$ 168,100
Professional Services 50230	\$ -	\$ 848	\$ -
<b>Subtotal</b>	<b>\$ 158,900</b>	<b>\$ 150,848</b>	<b>\$ 168,100</b>
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 2,700	\$ 2,700	\$ 2,700
Materials & Supplies 50260	\$ 7,500	\$ 7,500	\$ 7,500
Repair Parts & Equip. Maint. 50270	\$ 43,000	\$ 43,000	\$ 43,000
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ -	\$ -	\$ -
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ 450	\$ -	\$ 450
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ -	\$ -	\$ -
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 53,650</b>	<b>\$ 53,200</b>	<b>\$ 53,650</b>
<b>Total</b>	<b>\$ 212,550</b>	<b>\$ 204,048</b>	<b>\$ 221,750</b>
<b>Fixed Asset Replacements:</b>	\$ -	\$ -	\$ -
<b>New Fixed Assets:</b>	\$ -	\$ -	\$ -
<b>Grand Total</b>	<b>\$ 212,550</b>	<b>\$ 204,048</b>	<b>\$ 221,750</b>

## Water Quality – Program 25

The goal of the water quality program is to provide safe drinking water that meets or exceeds all Federal and State drinking water standards. The water quality staff manages and operates two water quality laboratories. One lab is dedicated to drinking water quality and the other monitors wastewater quality for the District's Water Reclamation Facility. In addition to providing water quality monitoring for drinking water and process control for the Water Reclamation Facility, the water quality staff also provides testing to evaluate new water treatment technologies that may be adopted by the District in the future.

### Accomplishments for 2009-2010

- Maintained all district water quality and wastewater discharge permits in good order
- Recertified laboratory with the California ELAP Program
- Produced the 2009 Consumer Confidence Report
- Completed disinfection study to determine most cost effective method to increase disinfection capacity at the WRF
- Adopted Recycled Water Ordinance
- Implemented Recycled Water User's Guide
- Initiated Pond #3 baseline monitoring project to ascertain effectiveness of water quality improvement projects at pond

### Goals for 2010-2011

- Integrate water quality data into the District's new GIS system
- Develop additional protocols for monitoring and evaluating WRF biological process health
- Complete NPDES Permit renewal process and re-rate the WRF from 1.5 MGD to 2.25 MGD
- Evaluate filter technologies for use at Pond #3
- Complete Pond #3 water quality and treatment assessment including possibility of Alum injection
- Evaluate water quality at SRM #3 Well and University Well

### Fixed Assets

#### Replacements:

- Vacuum Pump for Water Lab \$ 2,000

#### New:

- Oil and Grease Analysis Equipment \$ 2,000

**Water Quality – Program 25**

<b>Program 25</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 30,000	\$ 15,000	\$ 30,000
Professional Services 50230	\$ 5,000	\$ -	\$ 5,000
<b>Subtotal</b>	\$ 35,000	\$ 15,000	\$ 35,000
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 600	\$ 600	\$ 600
Materials & Supplies 50260	\$ 20,750	\$ 20,000	\$ 20,750
Repair Parts & Equip. Maint. 50270	\$ 1,000	\$ 5,500	\$ 2,000
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ 1,000	\$ 1,000	\$ 1,000
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ 1,500	\$ -	\$ 1,500
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ 3,000	\$ 3,814	\$ 5,000
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ 27,850	\$ 30,914	\$ 30,850
<b>Total</b>	\$ 62,850	\$ 45,914	\$ 65,850
<b>Fixed Asset Replacements:</b>	\$ -	\$ -	\$ 2,000
<b>New Fixed Assets:</b>	\$ 3,500	\$ 2,204	\$ 2,000
<b>Grand Total</b>	\$ 66,350	\$ 48,118	\$ 69,850

### **Buildings/Grounds & Rolling Stock – Program 26**

This program accounts for maintenance of all District buildings, 65 acres of District property, approximately two miles of District roads and maintenance of the District's fleet and specialized facilities service equipment. This program includes janitorial service, grounds maintenance, landscaping, fencing, weed control, vehicle leasing costs, repair and maintenance.

The costs incurred in this program reflect the District's objective of keeping all grounds secure for the public's safety, appealing to the eye, and optimally maintained. In addition, this program provides resources to provide reliable vehicles at low cost, to provide the range of vehicles and equipment for the operational flexibility that minimizes our reliance on outside contractors, and to provide preventative maintenance in a way that supports operational productivity. Camrosa has 19 vehicles in its fleet.

#### **Accomplishments for 2009-2010**

- Purchase a tractor/tiller to improve sludge drying ability

#### **Goals for 2010-2011**

- Replace two fleet vehicles
- Refurbish District office and Board room
- Evaluate solar power for District office
- Resurface road at Reservoir 3D

**Buildings/Grounds & Rolling Stock – Program 26**

<b>Program 26</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ -	\$ -	\$ -
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 161,050	\$ 160,000	\$ 163,050
Professional Services 50230	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ 161,050	\$ 160,000	\$ 163,050
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ 26,500	\$ 22,000	\$ 26,500
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 1,000	\$ 1,000	\$ 1,000
Materials & Supplies 50260	\$ 67,200	\$ 61,000	\$ 66,900
Repair Parts & Equip. Maint. 50270	\$ 12,500	\$ 12,500	\$ 10,500
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ -	\$ -	\$ -
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ -	\$ -	\$ -
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ -	\$ -	\$ -
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	\$ 107,200	\$ 96,500	\$ 104,900
<b>Total</b>	\$ 268,250	\$ 256,500	\$ 267,950
<b>Fixed Asset Replacements:</b>	\$ -	\$ -	\$ -
<b>New Fixed Assets:</b>	\$ 60,000	\$ 57,649	\$ -
<b>Grand Total</b>	\$ 328,250	\$ 314,149	\$ 267,950

## **Potable Water Production & Distribution – Program 52**

The Production & Distribution Program objective is to produce and deliver potable water to the District's customers in the safest, most efficient and cost-effective manner. There are more than 100 miles of transmission and distribution pipelines throughout the District. The potable water distribution facilities include 10 reservoirs, 6 active wells, 10 Calleguas turnouts, 7 booster stations, 10 pressure-reducing stations, 1500 valves, 1000 fire hydrants and over 000 services.

### **Accomplishments for 2009-2010**

- Raised manholes and valves that had been overlaid with asphalt
- Replaced broken valves leading to MS#11
- Modified Pump Station #3 metering to improve accuracy
- Installed VFD at Conejo #3
- Replaced MCC at Pump Station #3
- Installed new pump at Pump Station #3
- Initiated SCADA upgrade
- Replaced pump cans at Pump Station #6
- Completed upgrade of the Phase I radio telemetry backbone
- Completed ARC Flash Study

### **Goals for 2010-2010**

- Continue to develop SCADA MMI
- Continue to upgrade SCADA hardware and PLC programs
- Address ARC Flash deficiencies
- Flush distribution system
- Exercise distribution system valves
- Install blend valve at Conejo well site
- Upgrade Radio system – Phase II
- Replace Hydro Motor Control Center

### **Fixed Assets:**

#### **New:**

- |                |           |
|----------------|-----------|
| • Leak Locator | \$ 25,000 |
| • Field Maplet | \$ 27,000 |

**Potable Water Production & Distribution – Program 52**

<b>Program 52</b>	<b>Budget 09-10</b>	<b>4th Qtr Projected</b>	<b>Proposed 10-11</b>
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ 6,594,351	\$ 6,449,468	\$ 7,247,347
CMWD Fixed Charges	\$ 650,000	\$ 560,354	\$ 650,000
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ 415,883	\$ 386,413	\$ 414,129
<b>Subtotal</b>	<b>\$ 7,660,234</b>	<b>\$ 7,396,235</b>	<b>\$ 8,311,476</b>
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 127,500	\$ 127,500	\$ 167,500
Professional Services 50230	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 127,500</b>	<b>\$ 127,500</b>	<b>\$ 167,500</b>
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ 26,000	\$ 19,000	\$ 26,000
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ 84,000	\$ 84,000	\$ 84,000
Sm. Tools & Equipment 50250	\$ 5,000	\$ 5,000	\$ 5,000
Materials & Supplies 50260	\$ 21,300	\$ 24,600	\$ 24,300
Repair Parts & Equip. Maint. 50270	\$ 34,000	\$ 34,000	\$ 34,000
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ -	\$ -	\$ -
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ 2,100	\$ -	\$ 2,100
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ 15,975	\$ 13,000	\$ 15,975
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 188,375</b>	<b>\$ 179,600</b>	<b>\$ 191,375</b>
<b>Total</b>	<b>\$ 7,976,109</b>	<b>\$ 7,703,335</b>	<b>\$ 8,670,351</b>
<b>Fixed Asset Replacements:</b>	\$ -	\$ -	\$ -
<b>New Fixed Assets:</b>	\$ -	\$ -	\$ 52,000
<b>Grand Total</b>	<b>\$ 7,976,109</b>	<b>\$ 7,703,335</b>	<b>\$ 8,722,351</b>

### **Non-potable Water Production & Distribution – Program 53**

The objective of the non-potable program is to deliver non-potable water to the District's customers in the safest, most efficient and cost-effective manner. The Non-potable delivery system includes the Conejo Creek Diversion structure, 49 million gallons of surface storage area, 2 wells, 4 pumping stations, 3 reservoirs, and 23 miles of distribution pipelines.

#### **Accomplishments for 2009-2010**

- Activated Santa Rosa Well #3
- Activated University Well
- Added rip rap to a portion of ponds
- Modified piping below Reservoir 1A to remove bottle-neck
- Installed pond aeration system in Pond #3
- Obtained encroachment permit from County for Penny Well access
- Modified programming at PS #4 to fine tune pump operation
- Converted 3 nurseries to non-potable system in Santa Rosa Valley

#### **Goals for 2010-2011**

- Install valves for Santa Rosa Well #3
- Add rip rap to portion of ponds
- Activate Penny Well
- Install fourth pump at Pond Pump Station
- Install filter system at Ponds
- Develop University Well

### Non-potable Water Production & Distribution – Program 53

Program 53	Budget 09-10	4th Qtr Projected	Proposed 10-11
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ 604,000	\$ 620,170	\$ 609,250
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ 623,825	\$ 656,427	\$ 621,194
<b>Subtotal</b>	<b>\$ 1,227,825</b>	<b>\$ 1,276,597</b>	<b>\$ 1,230,444</b>
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 49,000	\$ 49,000	\$ 49,000
Professional Services 50230	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ -	\$ -	\$ -
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ 17,000	\$ 10,000	\$ 17,000
Sm. Tools & Equipment 50250	\$ 1,000	\$ 1,000	\$ 1,000
Materials & Supplies 50260	\$ 11,000	\$ 14,000	\$ 11,000
Repair Parts & Equip. Maint. 50270	\$ 15,000	\$ 42,000	\$ 15,000
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ -	\$ -	\$ -
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ -	\$ -	\$ -
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ -	\$ 559	\$ -
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 44,000</b>	<b>\$ 67,559</b>	<b>\$ 44,000</b>
<b>Total</b>	<b>\$ 1,320,825</b>	<b>\$ 1,393,156</b>	<b>\$ 1,323,444</b>
<b>Fixed Asset Replacements:</b>			
<b>New Fixed Assets:</b>			
<b>Grand Total</b>	<b>\$ 1,320,825</b>	<b>\$ 1,393,156</b>	<b>\$ 1,323,444</b>

## **Wastewater Collection & Treatment- Program 57**

This program provides for the operation, maintenance and repair of 40 miles of wastewater collection lines, 4 pump stations, 4 siphon structures and 500 manholes. Each year 33% of this system receives hydro-cleaning and suspected trouble spots are identified and videotaped. The source control program ensures that industrial customers do not discharge materials hazardous to the treatment process. In addition, this program accounts for the cost of operation of the Camrosa Water Reclamation Facility. The WRF has helped increase the water resources available to the District.

### **Accomplishments for 2009-2010**

- Rehabilitated and epoxy coated 10 manholes
- No wastewater violations
- Installed new effluent pump to increase pumping capacity
- Cleaned one-third of the collection system
- Modified flow measurement at WRF
- Completed 5 new sewer connections along Upland Rd.

### **Goals for 2010-2011**

- Rehabilitate 10 sewer manholes
- Clean a third of collection system
- Install sludge handling equipment
- Line effluent ponds
- Continue making plant modifications to ensure re-rating of plant capacity
- Install effluent screen and automate
- Replace hypo chlorite pumps
- Upgrade pumping capacity of Sewer Lift Station #1
- Install new effluent pipeline
- Install VFD's on oxidation ditches for DO control

### Wastewater Collection & Treatment- Program 57

Program 57	Budget 09-10	4th Qtr Projected	Proposed 10-11
<b>Production:</b>			
Water Purchases- CMWD 50010	\$ -	\$ -	\$ -
CMWD Fixed Charges	\$ -	\$ -	\$ -
CCP 50010	\$ -	\$ -	\$ -
Recycled	\$ -	\$ -	\$ -
Production Power 50020	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Salaries &amp; Benefits:</b>			
Regular Salaries 50100	\$ -	\$ -	\$ -
Overtime 50110	\$ -	\$ -	\$ -
Part Time 50120	\$ -	\$ -	\$ -
Standby 50130	\$ -	\$ -	\$ -
Benefits 50140	\$ -	\$ -	\$ -
Benefit Plan 50150	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Contracts &amp; Professional Services:</b>			
Outside Contracts 50220	\$ 202,000	\$ 200,000	\$ 261,000
Professional Services 50230	\$ 78,079	\$ 78,079	\$ 78,079
<b>Subtotal</b>	<b>\$ 280,079</b>	<b>\$ 278,079</b>	<b>\$ 339,079</b>
<b>Services &amp; Supplies:</b>			
Utilities 50200	\$ 160,000	\$ 140,000	\$ 160,000
Communications 50210	\$ -	\$ -	\$ -
Pipeline Repairs 50240	\$ -	\$ -	\$ -
Sm. Tools & Equipment 50250	\$ 3,000	\$ 3,000	\$ 3,000
Materials & Supplies 50260	\$ 112,100	\$ 110,000	\$ 102,100
Repair Parts & Equip. Maint. 50270	\$ 42,500	\$ 42,500	\$ 42,500
Legal Services 50280	\$ -	\$ -	\$ -
Dues & Subscriptions 50290	\$ -	\$ -	\$ -
Confer. & Travel 50300	\$ -	\$ -	\$ -
Safety & Training 50310	\$ 1,000	\$ 360	\$ 1,000
Board Expense 50330	\$ -	\$ -	\$ -
Bad Debt 50340	\$ -	\$ -	\$ -
Fees & Charges 50350	\$ 13,200	\$ 17,381	\$ 13,200
Insurance 50360	\$ -	\$ -	\$ -
Misc. 50500	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 331,800</b>	<b>\$ 313,241</b>	<b>\$ 321,800</b>
<b>Total</b>	<b>\$ 611,879</b>	<b>\$ 591,320</b>	<b>\$ 660,879</b>
<b>Fixed Asset Replacements:</b>	\$ -		\$ -
<b>New Fixed Assets:</b>	\$ -		\$ -
<b>Grand Total</b>	<b>\$ 611,879</b>	<b>\$ 591,320</b>	<b>\$ 660,879</b>

**Fixed Assets 2010-2011**

<b>PROGRAM</b>	<b>ITEM DESCRIPTION</b>	<b>COST</b>
<b>Fixed Assets</b>		
<b>Replacements:</b>		
10	Aerial Photo-Boardroom	\$ 2,500
11	Upgrade 4 workstations	4,000
11	CIS/IVR Integration HW/SW Solution	2,000
11	Docuserver Motherboard & Memory	500
11	Webserver	3,000
11	Teraserver/COTS Backup Software	14,900
11	ScanStation	1,000
11	Backup Software	7,500
25	Vacuum Pump for Water Lab	2,000
		<hr/>
		\$ 37,400
<b>New:</b>		
11	Fixed Projector for Boardroom	\$ 4,000
11	Verisign Certificates (2 year)	4,200
11	Paessler PRTG Netflow	500
11	Client UPS Systems	2,500
25	Oil & Grease Analysis Equipment	2,000
52	Leak locator	25,000
52	Field Mapplet	27,000
		<hr/>
		\$ 65,200
	<b>Total Fixed Assets</b>	<hr/>
		\$ 102,600

## Capital Projects

During the course of the current fiscal year, the District completed a number of capital projects which improved potable water operations, expanded non-potable water deliveries, reduced the use of imported state water and improved wastewater treatment operations.

On the water side, a new motor control center was installed and piping and meter modifications were completed at Pump Station # 3 to improve reliability of the pump station and improve metering accuracy. A Variable Frequency Drive (VFD) was installed on Conejo Well #3 to allow control of the flow rate, improve efficiency and lower the electrical power consumption. The first phase of the CSUCI Wellwater Desalter Project consisting of the refurbishment and reactivation of the well was completed and the basin yield and water quality studies are underway. Phase 1A of the CSUCI Desalter is expected to be complete in 2012 and will yield 500 acre-feet of new water per year. In addition, three nurseries in the Santa Rosa Valley were converted to non-potable service which is expected to reduce imported water demand by 100 AFY.

On the wastewater side, five new sewer connections along Upland Road were completed. A new effluent pump was installed at the Water Reclamation Facility to insure that adequate pumping capacity is available to facilitate the plant upgrade and additional flow through the plant. Finally, 10 deteriorating manholes were rehabilitated during the fiscal year.

In Fiscal Year 2008-09 budget year, the District began the process of requesting re-rating of the Water Reclamation Facility to 2.25 MGD. That process has been placed on hold by the Regional Water Quality Control Board due to personnel shortages and pending clarification of EPA regulations but is expected to be completed in FY 2010-11. Meanwhile, the District will continue to improve process control at the Water Reclamation Facility with the installation of four Variable Frequency Drives (VFD's) to provide more consistent dissolved oxygen levels and lower the electrical power consumption. Additional modifications to the WRF are being made to further automate the treatment process at the Water Reclamation Facility and to increase treatment plant efficiency, better control plant processes and more efficiently dry biosolids.

In Fiscal Year 2007-08 new SCADA software was deployed and the District began upgrading the SCADA control system to more effectively automate the water and wastewater operations. In Fiscal Year 2009-10, the SCADA system conversion for the Water Reclamation Facility was completed. During Fiscal Year 2010-11, the water distribution SCADA system conversion will be completed. In addition, the Eastward reaches of the District radio network will be upgraded to enhance data throughput and improve both the SCADA and AMR systems reliability and control.

A project to retrofit manual read meters with radio-read meters was initiated in Fiscal Year 2007-08. The number of meters having AMR technology was doubled this fiscal year with approximately 2,600 meters in the District now retrofitted. The AMR project will continue in Fiscal Year 2010-11 with the replacement of approximately 1,000 additional manual read meters. The AMR retrofit project, approximately 31% completed at the end of Fiscal Year 2009-10, is being accomplished with in-house personnel and will take up to five additional years to complete.

Maintaining the District's focus on personnel safety, an Arc-Flash survey was completed which identified safety-related electrical modifications needed at various District facilities. Recommendations resulting from the study were implemented in Fiscal Year 2009-10.

During Fiscal Year 2010-11 improvements to the potable distribution system to ensure the long-term reliability and availability include replacement of the Motor Control Center and hydro pump cans at Pump Station #6. In addition, engineering design for seismic retrofit for two of the District's reservoirs will be completed.

Improvements to the non-potable distribution system will improve the water quality for agriculture and residential irrigation. Engineering work will be completed to design filtration and disinfection facilities at the ponds to remove suspended solids and disinfect the water. Ongoing rip-rap replacement of the ponds' levies to prevent wind/water erosion will continue during Fiscal Year 2010-11.

Several large capital projects are being formulated and will be ready to start near the end of Fiscal Year 2010-11. Included are projects for construction of a brackish water desalter using water from the refurbished CSUCI well, expansion of the non-potable distribution system and expansion of the Chlorine contact chamber at the Water Reclamation Facility. These projects require final approval of the Facilities Master Plan and final identification of funding for construction.

Closeouts and Carryovers

<u>Project No.</u>	<u>Budgeted</u>	<u>Total Actual/ Encumbered</u>	<u>2009/2010 Activity</u>	<u>Description</u>	<u>Status</u>
<b><u>New Capital Improvements</u></b>					
13500-20	\$ 100,000	100,000	1,872	WRF Modifications	To be Completed
13500-28	100,000	64,440	-	Brineline interconnection	Completed
13500-30	60,000	59,983	59,983	Pond Work (rip rap and road maint)	Completed
13500-46	75,000	75,000	75,000	Sludge Handling (screw press)	Carryover
13500-49	65,000	65,000	65,000	Pond Aeration	To be Completed
13500-61	215,000	87,976	-	Install Sewer Service to Terra Bella	To be Completed
13500-92	350,000	352,324	24,416	Phase II work for sludge, bar screen	Completed
13600-10	75,000	75,000	75,000	Geotech survey for non-potable res.	To be Completed
13600-22	405,000	340,197	297,701	University Well	Carryover
13600-23	100,000	105,991	3,781	AMR	Completed
13600-24	25,000	-	-	Read Rd. Well - test well-	Carryover
13600-29	55,080	-	-	Phase 1 - 3D Reservoir	Carryover
13600-31	50,000	44,851	44,851	Modify piping below Res 1A	Completed
13600-32	125,000	60,909	60,909	Pipe Santa Rosa Well #3 into non-pot:	Carryover
13600-33	50,000	22,735	22,735	Extend Non-potable to 3 Nureries	Completed
13600-34	150,000	150,000	143,227	AMR	To be Completed
	<b>\$ 2,000,080</b>	<b>\$ 1,604,406</b>	<b>\$ 874,476</b>		
<b><u>Replacements</u></b>					
13500-12	7,500	8,757	4,398	1/2 hp Motor & VFD for bar screen	Completed
13500-35	76,000	76,000	7,192	WRF Processes & Improvements	To be Completed
13500-36	95,000	55,567	55,567	WRF Modifications for Rerating	Carryover
13500-37	60,000	60,000	2,637	Rehabilitate 10 manholes/and monitor	To be Completed
13500-99	250,000	38,618	27,386	RWRMP	Carryover
13600-19	12,000	23,480	-	Pull SR #3	Completed
13600-26	30,000	29,429	7,923	SCADA Modifications	Completed
13600-38	30,000	-	-	New pump cans at hydro	Deobligated
13600-39	95,000	95,000	-	PS#3 MCC Replacement and meter r	To be Completed
13600-40	30,000	30,000	-	VFD at Conejo #3	To be Completed
13600-41	75,000	75,000	29,392	Meter Replacement	To be Completed
13600-42	40,000	40,000	31,115	Radio System Upgrades	To be Completed
13600-43	100,000	31,229	31,229	Arc Flash Upgrades	Carryover
13600-44	30,000	30,000	9,846	SCADA Modifications	To be Completed
13600-47	75,000	45,000	45,000	Penny Well activation	Carryover
13600-48	40,000	40,000	40,000	MS#11 Valve Repair	To be Completed
	<b>\$ 1,045,500</b>	<b>\$ 386,229</b>	<b>\$ 186,582</b>		
	<b>\$ 3,045,580</b>	<b>\$ 1,990,635</b>	<b>\$ 1,061,058</b>	<b>Total CIP</b>	

## 2010-2011 Capital Projects

<u>Project No.</u>	<u>Budgeted</u>	<u>Description</u>
<b><u>New Capital Projects</u></b>		
13600-51	50,000	Non-Potable Filtration and Disinfection
13600-52	75,000	AMR 2010-11
	<b><u>\$ 125,000</u></b>	
<b><u>Replacements</u></b>		
13500-53	\$ 50,000	WRF Wasting Process Improvements
13500-54	60,000	Rehabilitate Manholes
13500-55	70,000	WRF - Effluent ponds
13500-56	20,000	Automate Headworks (barscreen) Slide Gates
13500-57	100,000	3300" Effluent line Relocation Replacement
13600-58	160,000	Hydro- MCC (PS#6)
13600-59	60,000	Pond Work
13600-60	30,000	Modify Diversion
13600-61	30,000	Reservoir Seismic Retro-fit Engineering
13600-62	75,000	Meter Replacement
13600-63	15,000	RF Backbone Upgrade Phase 2
13600-64	50,000	SCADA Development
	<b><u>\$ 720,000</u></b>	
<b><u>New General</u></b>		
13400-65	100,000	Refurbish Office
	<b><u>\$ 100,000</u></b>	
	<b><u>\$ 945,000</u></b>	

## Capital Projects

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**13600-51                    \$        50,000        NP Filterization and Disinfection**

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The non-potable water supply is currently not filtered or treated. The water is used primarily by agriculture users at this time and although it creates some operational issues, most of them are equipped to handle the non-filtered water. As the District expands the non-potable system to non-agricultural users throughout the District, it becomes critical that we deliver water that does not plug residential irrigation. Installing filters and disinfection facilities at the Ponds will remove the suspended solids and disinfect the water. This capital budget is for the engineering of the project.

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**13600-52                    \$        75,000        AMR 2010-11**

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The AMR 2010-11 project is a continuation of the automated meter-reading system. To date, over 2,600 meters have been converted to AMR. The capital budget includes the purchase of meter terminal units (MTU's) and meter registers.

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**13500-53                    \$        50,000        WRF Processes & Improvements**

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The WRF Processes and Improvements project is to optimize the plant process by automating the WAS/RAS pump station and the wasting process. Automating the wasting will enhance the bio-solids removal process and allow for the optimization of the screw press once it is installed.

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**13500-54                    \$        60,000        Rehabilitate Manholes**

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Each year a small portion of the collection system is rehabilitated. The project includes rebuilding and coating sewer manholes to prevent further corrosion from sewer gases. This project is an ongoing maintenance item and is required to maintain a sound collection system.

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**13500-55                    \$        70,000        WRF - effluent ponds**

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There are two ponds that hold the treated effluent prior to it being pumped for distribution. These ponds need to be lined. They currently have dirt bottoms that allow for plant growth, creating constant maintenance issues. The plant growth not only reduces the pond volume, but it creates operational problems when plant material gets in the suction of the effluent pumps.

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**13500-56                    \$        20,000        Auto Headworks (barscreen) Slide Gates**


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There are two bar screens at the WRF. One is a required backup. Switching between the two bar screens is currently a manual operation. The auto headworks slide gates would automate the process so that if the primary bar screen failed the flow could automatically be diverted to the backup screen.

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**13500-57                    \$        100,000        3300" of new effluent line**


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The District is seeking to widen the pipeline easement across the CSUCI property to allow for the placement of new pipelines for the University Well, desalter, and CamSan line. The current effluent line has been damaged several times and is buried very shallow making it susceptible to damage. It is also located in a separate easement crossing the same property. This is an opportune time to relocate the effluent line within the proposed new easement. Because the existing effluent line creates problems for CSUCI campus expansion, the university is willing to donate the new easement and cover the portion of the expense occurred for the new effluent line that is on the university property.

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**13600-58                    \$        160,000        Hydro- MCC (PS#6)**


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The Motor Control Center (MCC) at Pump Station #6 is in need of replacement. The MCC is no longer weather proof, creating a safety hazard. The hydro pump station pump cans (wet wells) associated with this MCC are in need of replacement. They have been repaired and need to be replaced before a catastrophic failure occurs.

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**13600-59                    \$        60,000        Pond Work**


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The Diversion Creek storage ponds need to have rip-rap to prevent wind/water erosion. Each year rip-rap is added to a portion of unprotected pond bank. This is an ongoing project that will take several years to complete.

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**13600-60                    \$        30,000        Modify Diversion**


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The Diversion is required to bypass 6 csf of flow at all times. There are two bypass pumps with one being a backup. The primary pump has a flow meter and is automated to maintain the bypass flow based on the flow meter. The backup bypass pump is currently a manual operation requiring both valve manipulation and flow adjustment. This project will redesign the piping and add a meter on the secondary pump to allow for automating the bypass pumps to alternate daily from lead to lag and upon failure of one pump the other would automatically become the primary pump.

**13600-61                   \$       30,000       Reservoir Seismic Retro-fit**

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This project is for the engineering design for reservoir seismic retro-fit. The District has 11 reservoirs and 8 are still in need of being retro-fitted to meet seismic requirements for water tanks. The completion of the retro-fits will be implemented over a period of years starting with the most critical. This engineering study is specific to Reservoir 3C.

**13600-62                   \$       75,000       Meter Replacement**

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The meter replacement project is replaces a portion of the District's meters each year. It ensures that the meters are replaced at least every 15 years as recommended by AWWA.

**13600-63                   \$       15,000       RF Backbone Upgrade Phase 2**

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The Eastward reaches of the District radio network will be upgraded from 10Mbps to 100 Mbps as well. In addition, performance enhancements through network segmentation will be implemented through inter-vlan routing as was done for the West end upgrade. The project will upgrade radios at Reservoir Sites 1A, 4A, and 4C for 100Mbps wireless communications back to the District office.

**13600-64                   \$       50,000       SCADA Development**

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The SCADA Development project will complete the SCADA conversion from the WinView package that was initially installed in the mid 90's to the new WonderWare package. This project will complete the water distribution system portion of the conversion. The WRF portion of the conversion has been completed.

**13400-65                   \$       100,000       Refurbish Office**

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This is to repaint the interior, install new carpet throughout the main office, and modify the Board Room.