

**JOINT MEETING
CITY OF MORRO BAY AND CAYUCOS SANITARY DISTRICT
WASTEWATER TREATMENT PLANT
(UNDER JOINT POWERS AGREEMENT)**

Cayucos Sanitary District Board of Directors:

Robert Enns, President
Dan Chivens, Vice-President
Michael Foster, Director
Shirley Lyon, Director
Dan Lloyd, Director

City of Morro Bay City Council:

Jamie Irons, Mayor
George Leage, Vice-Mayor
Christine Johnson, Councilmember
Nancy Johnson, Councilmember
Noah Smukler, Councilmember

AGENDA

MEETING DATE:

6:00 p.m., Thursday, June 13, 2013

MEETING PLACE:

Cayucos Veterans Hall
10 Cayucos Drive
Cayucos CA 93430

HOSTED BY:

Cayucos Sanitary District

CALL TO ORDER AND ROLL CALL

COUNCIL AND BOARD ANNOUNCEMENTS

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the governing bodies on Morro Bay-Cayucos Wastewater Treatment Plant (WWTP) business matters may do so at this time. By the conditions of the Brown Act, the governing bodies may not discuss issues not on the agenda, but may set items for future agendas. When recognized by the Chair, please come forward to the podium and state your name and address for the record. Comments should be limited to three minutes. All remarks shall be addressed to the governing bodies, as a whole, and not to any individual member thereof. This governing body requests that you refrain from making slanderous, profane, or personal remarks. Please refrain from public displays or outburst such as unsolicited applause, comments, or cheering. Any disruptive activity that substantially interferes with the ability of this governing body to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. Your participation in JPA meetings is welcome and your courtesy will be appreciated.

A. CONSENT CALENDAR

Unless an item is pulled for separate action by the City Council or Cayucos Sanitary District Board, the following items are approved without discussion

A-1 MINUTES OF MAY 9, 2013 JPA MEETING

Recommendation: Approve as submitted

A-2 WWTP OPERATIONS REPORT THROUGH APRIL, 2013

Recommendation: Receive and file

A-3 STATUS REPORT OF THE MAJOR REPAIR AND MAINTENANCE PLAN (MMRP) FOR THE WWTP

Recommendation: Receive and file

A-4 2011/12 COMPONENT UNIT AUDIT – CONSTRUCTION IN PROGRESS

Recommendation: Receive and file

B. OLD BUSINESS

None

C. NEW BUSINESS

C-1 CONSIDERATION TO ADOPT FISCAL YEAR 2013/2014 WWTP BUDGET

Recommendation: That the Board of directors of the Cayucos Sanitary District approve the FY 2013/2014 budget

C-2 VERBAL REPORT BY THE CITY AND DISTRICT ON THE PROGRESS OF THE FUTURE WWTP

C-3 DISCUSSION ON MEETING FREQUENCY FOR JPA MEETINGS BETWEEN THE CITY AND SANITARY DISTRICT

Recommendation: Following discussion and consideration of this item that the Council and District Board direct staff accordingly

C-4 SCHEDULE NEXT JOINT MEETING AND AGENDA ITEMS

ADJOURNMENT - (Next meeting will be hosted by the City of Morro Bay)

Copies of staff reports and other public documentation relating to each item of business for this meeting are available for inspection at Morro Bay City Hall at 595 Harbor Street and the Cayucos Sanitary District at 200 Ash Ave. A copy of this packet is available from the City of Morro Bay for copying at Mills Copy Center and from the Cayucos Sanitary District for a copy and duplication charge. Any person having questions regarding any agenda items may contact Bruce Keogh, Wastewater Division Manager (City of Morro Bay) at 772-6261 or Rick Koon, District Manager (Cayucos Sanitary District) at 995-3290. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Services' Administrative Technician at (805) 772-6261, or the Cayucos Sanitary District at (805) 995-3290. Notification 24 hours prior to the meeting will enable the City and District to make reasonable arrangements to ensure accessibility to this meeting.

Materials related to an item on this Agenda submitted to the City of Morro Bay or the Cayucos Sanitary District after distribution of the agenda packet are available for public inspection at the scheduled meeting.

- The way in which the agreement is written favors the CSD, and it should be more balanced.
- There are issues regarding capital recovery in that a fund was never established and spending is not transparent.
- The CSD and the City should use an outside source for consulting services.

Homer Alexander, resident of Morro Bay, expressed concern that rate payers in the City are unaware of the costs they are incurring from the Atascadero Road project. He stated the project cost of \$2,130,000 should be written off since it is no longer viable. Alexander noted it will cost each rate payer about \$300.

Mayor Irons closed Public Comment period.

Mayor Irons asked Keogh to address Alexander's comment. Keogh stated Administrative Services Director Susan Slayton will address this issue at the next JPA meeting.

A. CONSENT CALENDAR

A-1 MINUTES OF APRIL 11, 2013 JPA MEETING

Recommendation: Approve as submitted

MORRO BAY MOTION: Councilmember C. Johnson moved to approve the minutes. Councilmember Smukler seconded and the motion passed unanimously. (4-0).

CAYUCOS MOTION: Vice-President Chivens moved to approve the minutes. Director Lyon seconded and the motion passed unanimously. (4-0).

A-2 STATUS REPORT OF THE MAJOR REPAIR AND MAINTENANCE PLAN (MMRP) FOR THE WWTP

Keogh presented the staff report.

Recommendation: Receive and file

MORRO BAY MOTION: Councilmember C. Johnson moved to approve Item A-2. Councilmember Smukler seconded and the motion passed unanimously. (4-0).

CAYUCOS MOTION: Vice-President Chivens moved to approve Item A-2. Director Lyon seconded and the motion passed unanimously. (4-0).

B. OLD BUSINESS

None

C. NEW BUSINESS

C-1 VERBAL REPORT BY THE CITY AND DISTRICT ON THE PROGRESS OF THE FUTURE WWTP

Lueker presented the staff report.

President Enns and Mayor Irons complimented Livick for his efforts at the study session on April 29, 2013. Irons also expressed appreciation for the selection committee's work during the selection process. C. Johnson thanked the five citizens on the selection committee.

Mayor Irons opened Public Comment period.

Nancy Bast, resident of Morro Bay, asked for background information on the selected consultant. Lueker stated the proposed recommendation to award Rickenbach the project will be included on the May 14, 2013 City Council agenda. Smukler asked if the proposal will include information about the other applicants. Lueker confirmed Council will be attaching all of the proposals that were interviewed.

Marla Jo Bruton, resident of Morro Bay, would like more information about the members of the selection committee. Mayor Irons explained how the selection committee members were chosen. Livick further explained the process, stating the RFP was based on direction from Council, and once it was approved, the RFP was advertised. The consultant selection committee was made up of five citizens, two councilmembers, and three staff members. The group was divided into two smaller groups so as to learn from each other's expertise. The selection groups had different sets of questions, and each consultant team was required to go through both lists of questions. Each selection group then scored the consultants on their own before reconvening to discuss the consultants' qualifications together.

Councilmember C. Johnson noted the cost for this particular consultant will be borne by the City of Morro Bay. She also named the citizens who were on the selection committee: Paul Donnelly, Valerie Levulette, Steve Shively, Donald Smith, and Don Boatman. The three staff members on the committee were Rob Livick, Bruce Keogh, and Rick Sauerwein.

Councilmember Smukler stated he was interested in hearing an update from Cayucos regarding their progress.

President Enns stated the CSD was unable to meet with Water System Consulting (WSC) last week, and, as such, there is no update from the last JPA meeting. The meeting with WSC is rescheduled for the week of May 13, 2013.

Mayor Irons closed Public Comment period.

C-2 SCHEDULE NEXT JOINT MEETING AND AGENDA ITEMS

Councilmember C. Johnson suggested adding an item which would address Alexander's questions about the audit. Irons stated the City could provide a staff report at the next meeting which would discuss how the City will manage the excess money as well as provide some information about public versus private accounting.

Director Lyon noted it is expensive for both the City and the CSD to host the JPA meetings and suggested tabling the meetings until there is something substantive to report.

President Enns announced there will be a budget meeting in June and suggested keeping that meeting scheduled, but otherwise he would prefer to go back to quarterly meetings unless something needs to be reported.

Councilmember Smukler stated there is a great amount of public interest in this project and it is worthwhile to hold the meetings for the public comment period. He suggested Boardmembers come to the next regularly scheduled meeting with a list of future agenda items and discuss the possibility of reducing the number of meetings at that time. C. Johnson seconded Smukler's comment.

Councilmember C. Johnson asked staff how much it costs to hold the JPA meetings. Lueker estimated each JPA meeting costs about \$400-500, not including staff time.

Mayor Irons suggested agendaizing the discussion regarding whether or not to hold regular monthly meetings.

President Enns confirmed the next JPA meeting will be held on June 13, 2013 and it will be hosted by Cayucos.

ADJOURNMENT

Mayor Irons adjourned the meeting at 6:33 pm.

Minutes Recorded by:

Katie Mineo, Morro Bay Public Services Department

Agenda No. A-2

Date: June 13, 2013

STAFF REPORT

**MORRO BAY-CAYUCOS J.P.A.
WASTEWATER TREATMENT PLANT**

to: Honorable Mayor and City Council, City of Morro Bay
Honorable President and Board of Directors, Cayucos Sanitary District

from: Bruce Keogh, Wastewater Division Manager

date: June 6, 2013

subject: WWTP Operations Report through April, 2013

recommendation:

This Department recommends this report be received and filed.

fiscal impact:

None

summary:

Attached, find copies of the Morro Bay-Cayucos Wastewater Treatment Plant monthly reports, for March 2013 and April 2013 and the WWTP flow summary, through April 2013. This information updates the item from the April 13, 2013 meeting.

The City of Morro Bay-Cayucos Wastewater Treatment Plant

MONTHLY OPERATIONS SUMMARY MARCH 2013

Flow for the month of March averaged 1.027 Million Gallons per Day (MGD).

Removal of suspended solids ranged from 85.8 % to 91.6 % for the month, with an average removal of 88.9 % for the month. BOD removal ranged from 74.0 % to 84.3 % for the month, with an average removal of 78.0 % for the month. The rainfall for the month was 0.55 inches. For the month of March, the plant was in compliance with the discharge and receiving-water limitations specified in the NPDES discharge permit. Other than normal operations and maintenance, the following items are noteworthy:

During the month of March, plant staff completed the waste gas burner replacement project. The new waste gas burner was placed on-line on March 21 and is operating as designed. Staff at the Air Pollution Control District was notified when the new waste gas burner was placed on-line.

Beginning on March 16 and continuing through the month of March, staff worked on issues associated with the recirculation of sludge within digester #2, the transfer of sludge from digester #2 to digester #1, and problems associated with maintaining heat within digester #2.

On numerous occasions during the second half of March, staff had to work on maintaining flow in the sludge recirculation pumping system for digester #2. Staff noted that the solids content of the sludge in digester #2 was unusually high, averaging approximately 5 - 6% solids. The normal solids content is generally in the 2% solids range. The heavy solids content made it difficult to keep the sludge recirculation pump on digesters #2 primed. The difficulty in recirculating the digester also impedes the ability to heat the digester, and staff has had to make adjustments to the hot water circulation loop temperatures to maintain the desired temperature within digester #2. Staff is continuing to investigate possible reasons for the heavy solids content in the digester #2. Actions taken to correct the situation included inspection of the recirculation piping to ensure the pipes were not plugged with rags, inspection of the sludge recirculation pump, and switching circulation points on digester #2 to ensure that the digester is well mixed and there are no dead zones where solids could accumulate.

On March 17, staff had to make emergency repairs to the underground 3-W (process water) piping at Digester #2. The underground piping failed and staff had to locate, excavate, and make the necessary repairs.

On March 7, plant staff in conjunction with staff from Alpha Electric attempted to replace the main breaker for the emergency auxiliary generator with a spare breaker in stock. Following installation of the spare main breaker, they attempted to test the spare breaker by transferring power from the utility breaker to the generator breaker under full load conditions. That test was unsuccessful, they were unable to get the generator breaker to close and transfer power to the generator. They were forced to reinstall the original breaker and were informed by the manufacturer to send the spare breaker in for testing, repairs, and reconditioning. The breaker was shipped to the manufacturer and will be installed and tested upon arrival at the plant. It should be noted that plant staff followed new procedures for racking out the generator breaker that minimize the potential for Arc Flash scenarios. The procedure includes shutting the main utility power to the plant prior to racking out the generator breaker.

On March 20, staff from Gleim Crown Pumps assisted plant staff in pulling 3-W Pump (3-W is effluent used for process water) P 7601 for inspection and maintenance by Gleim Crown. The pump was taken to Gleim Crowns workshop for rebuilding. The pump is expected to be offline for approximately two weeks.

During March, staff from Alpha Electric completed the conduit sealing project at the plant. They sealed the final area which was at the main switch gear area in MCC-A at the Administration Building. This completes the conduit sealing project as all known conduits entering any building are now sealed.

On March 10 and 15, staff installed new sodium hypochlorite pumps on the residual paced hypochlorite pump and flow paced hypochlorite pump #1.

On February 28, while performing a routine test of the emergency auxiliary generator, staff noted a problem with switching from utility to generator power. They contacted Alpha Electric to assist in troubleshooting the problem. In subsequent tests the switchgear performed without any issues noted. Staff is working with Alpha Electric to troubleshoot the issue.

On March 13, staff installed a new manometer on the main digester gas trunk line. The manometer is designed to maintain the correct pressure within the digester gas system allowing the proper gas pressure to be fed to the boilers or the waste gas burner. Staff at APCD was notified of the replacement project per the plants APCD permit.

During the month of March, staff from Alpha Electric replaced the motor starters and contactors, and switches located in the electrical buckets for various pieces of vital plant equipment, including biofilter recirculation pumps (P4501 & P4502), boiler circulation pump (P9201), and the hot water loop circulation pump (P9221).

On March 14, staff completed spot repairs on the twelve inch piping used to pump from the interstage to the solids contact channel. Staff had noted extensive corrosion on the pipe where it enters the concrete slab at ground level. They removed the concrete and welded a collar around the pipe at the noted corrosion site.

On March 27, staff noted an issue with the brakes on the front end loader. They made arrangements with the manufacturer's representative to pick up the loader and make the necessary repairs.

On March 21, Ms. Dora Drexler of the APCD notified plant staff of an odor complaint about the plant that was received on March 15. Staff discussed plant operations at the time of the incident and verified that there were no upsets on the day in question.

The following reports were submitted to the appropriate agencies:

- The Discharge Monitoring Forms (DMR) for February 2013

The following reports were submitted to the CIWQS electronic reporting system:

- The February 2013 Monthly Monitoring Data
- The 2012 Annual Report

On March 26, Mr. Dave Bierman, Mr. George Helms, Mr. Steve Aschenbrener, Mr. Steve Sibley, and Mr. Les Girvin attended an Electrical Safety for Electrical Workers sponsored by the California Joint Powers Insurance Authority.

The National Estuary Program Volunteer Monitoring Program continued analysis of bacterial samples collected from throughout the watershed in the laboratory at the plant. The volunteers are using space provided in the lab by plant staff.

The permanent household hazardous waste collection facility (PHHWCF) at the plant continued to be well used by the public. Between twenty and fifty participants are using the facility each Saturday.

Bruce Keogh
Wastewater Division Manager

The City of Morro Bay-Cayucos Wastewater Treatment Plant

MONTHLY OPERATIONS SUMMARY

APRIL 2013

Flow for the month of April averaged 0.940 Million Gallons per Day (MGD).

Removal of suspended solids ranged from 87.3 % to 95.6 % for the month, with an average removal of 92.2 % for the month. BOD removal ranged from 77.5 % to 90.9 % for the month, with an average removal of 86.0 % for the month. The rainfall for the month was 0.02 inches. For the month of April, the plant was in compliance with the discharge and receiving-water limitations specified in the NPDES discharge permit. Other than normal operations and maintenance, the following items are noteworthy:

During the month of April, plant staff continued to work on issues associated with the recirculation of sludge within digester #2, the transfer of sludge from digester #2 to digester #1, and problems associated with maintaining heat within digester #2. On numerous occasions during early April, staff had to work on maintaining flow within the sludge recirculation pumping system for digester #2. Staff noted that the solids content of the sludge in digester #2 was unusually high, averaging approximately 5 - 6% solids. The normal solids content is generally in the 2% solids range. The heavy solids content made it difficult to keep the sludge recirculation pump on digesters #2 primed. The difficulty in recirculating the sludge within digester #2 also impedes the ability to heat the digester, and staff had to make adjustments to the hot water circulation loop temperatures to maintain the desired temperature within digester #2. Staff is continuing to investigate possible reasons for the heavy solids content in the digester #2. Actions taken to correct the situation included inspection of the heat exchanger units on digesters #1 and #2, flushing of the heat exchanger with fresh water and testing for the proper pH of the water within the hot water recirculation loop, replacement of corroded sludge recirculation piping on digester #3, and switching circulation points on digester #2 to ensure that the digester is well mixed and there are no dead zones where solids could accumulate.

On April 24, staff drained the second clarifier for inspection and maintenance. Staff developed an operational strategy to minimize impacts to the effluent while the secondary clarifier was off-line. Preparations included draining primary clarifier #1 (April 22) and the grit chamber (April 23) and allowing staff to refill those tanks while secondary is offline. In addition, the work was performed during the lowest flow period for the plant (midnight to 0600 hours). From approximately 0100 hours to 0600 hours the effluent received primary treatment only. Staff began draining the secondary clarifier at 0100 hours. The tank was drained to sludge drying beds #1 and 2, as well as to the headworks. At 0600 hours staff began filling the grit chamber followed by the primary clarifier, during this period there was no flow to the outfall as all influent was being used to fill the tanks. While the tanks were filling, staff performed a confined space entry into the secondary clarifier at 0600 hours for inspection and maintenance. The grit chamber and primary clarifier were full and flowing at 0830 hours. At that point staff began filling the secondary clarifier. The secondary clarifier was full and operational at 1330 hours at which time the plant was back in normal operational mode. Overall the clarifier appeared to be in fairly good shape. Staff did note some corrosion at the air-water surface interface on various components of the secondary. The secondary clarifier will need to be drained again in approximately 6 to 8 months for further evaluation.

In addition, while the secondary clarifier was offline, staff made repairs to piping and valving on the Waste Activated Sludge (WAS) pumping system that could only be completed when the secondary is offline.

On April 30, plant staff in conjunction with staff from Alpha Electric replaced the main breaker for the emergency auxiliary generator with a spare breaker that had been recently reconditioned by the manufacturer. Following

installation of the reconditioned main breaker, they attempted to test the spare breaker by transferring power from the utility breaker to the generator breaker under full load conditions. That test was unsuccessful, as the 48-volt solenoid for the spring release within the breaker failed to operate as designed. They were forced to reinstall the original breaker and were informed by the manufacturer to replace the faulty 48-volt solenoid, with a solenoid in stock at the plant. They reinstalled the repaired breaker, and were able to successfully transfer power from the utility breaker to the generator breaker under full load conditions. The breaker that was removed was shipped to the manufacturer for reconditioning. It should be noted that plant staff followed new procedures for racking out the generator breaker that minimize the potential for Arc Flash scenarios. The procedure includes shutting the main utility power to the plant prior to racking out the generator breaker.

On April 5, staff discovered and repaired a broken sheer pin on the influent channel bar screen. Staff discovered debris at the bottom of the influent channel screen had caused the sheer pin to break thus shutting down the unit. Debris continued to build on the bar rack surcharging the flume on the incoming trunk line. See flow adjustments below related to this incident.

The twenty-four hour flow totals reported for three dates in April were based on the twenty-four hour flow total recorded on the effluent flow meter that was adjusted using the equation contained in the Recommendations Section of the 2012 Annual Report (page 5-9). The equation is: Estimated Influent = (Effluent meter total * 0.6640) + 0.1647. The errant flow totals recorded on April 4, 29, and 30 were due to the influent flume surcharging due to the mechanical and operational issues noted above.

On April 4, the influent flume was surcharged due to a mechanical issue with the bar screen. The sheer pin broke as a result of debris lodged at the base of the bar screen. This resulted in the bar screen plugging and surcharging the flume. The influent flow meter recorded a twenty-four hour flow total of 2.508 million gallons. The effluent meter recorded a twenty-four hour flow total of 1.279 million gallons. The twenty-four hour flow total for April 4, was calculated as: $(1.279 * 0.6640) + 0.1647 = 1.014$ million gallons.

On April 29 and 30, the influent flow meter recorded twenty-four hour flow totals of 1.123 and 1.130 million gallons respectively. The effluent meter recorded twenty-four hour flow totals of 1.078 and 1.052 million gallons respectively. The influent channel was temporarily surcharged on the morning of April 30 beginning at 0600 hours and continuing through 1200 hours while the main breaker for the emergency auxiliary generator was replaced with a spare breaker that had been recently reconditioned by the manufacturer. The issues noted with this project are described above. This incident actually impacted the twenty-four hour flow totals for both April 29 and 30, as the meters are read at approximately 0830 hours every day, and the incident described above spanned the recording time of both days. The twenty-four hour flow total for April 29, was calculated as: $(1.078 * 0.6640) + 0.1647 = 0.880$ million gallons. The twenty-four hour flow total for April 30, was calculated as: $(1.052 * 0.6640) + 0.1647 = 0.863$ million gallons.

On April 10, Mr. Paul Reitz of the Air Pollution Control District conducted a site inspection of the new waste gas burner replacement project. The new waste gas burner was placed on-line on March 21 and is operating as designed. No problems were noted during his site visit.

On April 18, staff from Titan Industrial calibrated the atmospheric gas monitors at the headworks.

On April 4, staff from Dependable Fire Protection completed the annual service of all the fire extinguishers at the plant.

The following reports were submitted to the appropriate agencies:

- The Discharge Monitoring Forms (DMR) for March 2013

The following reports were submitted to the CIWQS electronic reporting system:

- The March 2013 Monthly Monitoring Data
- The First Quarter Receiving – Water Survey March 2013

On April 11, plant staff submitted the Fiscal Year (FY) 2012 -13 Wastewater User Survey to the State Water Resources Control Board.

On April 15, at 2023 hours, staff responded to a low chlorine residual alarm at the plant. Staff discovered and replaced a faulty sump pump that is used to supply sample to the Wallace & Tiernan Micro 2000 chlorine residual analyzer. They calibrated the chlorine residual analyzers and performed a detailed inspection and no other problems were noted. Staff noted that the change in the alarm set point for the chlorine residual alarm was effective in prompting a quick response time to the noted problem.

On April 16, Mr. Dave Bierman, Mr. George Helms, Mr. Steve Aschenbrener, Mr. Steve Sibley, and Mr. Les Girvin attended a Flagging/ Traffic Control training seminar sponsored by the California Joint Powers Insurance Authority.

On April 17 to 20, Mr. Bruce Keogh attended the California Water Environment Association Annual Conference in Palm Springs.

The National Estuary Program Volunteer Monitoring Program continued analysis of bacterial samples collected from throughout the watershed in the laboratory at the plant. The volunteers are using space provided in the lab by plant staff.

The permanent household hazardous waste collection facility (PHHWCF) at the plant continued to be well used by the public. Between twenty and fifty participants are using the facility each Saturday.

Bruce Keogh
Wastewater Division Manager
Lab/C/Bruce/Monthlys/April2013

Total Plant Flow Cayucos Flow Totals Morro Bay Flow Totals

2011	Total Flow	Daily Flow	Total Flow	Daily Flow	%	Total Flow	Daily Flow	%	# of days	Dates
JAN	42.338	1.366	12.089	0.390	28.6%	30.249	0.976	71.4%	31	Jan 1-Jan 31, 2011
FEB	35.600	1.271	9.674	0.346	27.2%	25.926	0.926	72.8%	28	Feb 1-Feb 28, 2011
MAR	47.887	1.545	13.770	0.444	28.8%	34.117	1.101	71.2%	31	March 1 - 31, 2011
APR	38.937	1.298	9.117	0.304	23.4%	29.820	0.994	76.6%	30	April 1 - April 30, 2011
MAY	37.092	1.197	8.704	0.281	23.5%	28.388	0.916	76.5%	31	May 1 - 31, 2011
JUNE	37.769	1.259	9.381	0.313	24.8%	28.388	0.946	75.2%	30	June 1-30, 2011
JULY	43.654	1.408	11.186	0.361	25.6%	32.468	1.047	74.4%	31	July 1-31, 2011
AUG	38.518	1.243	9.080	0.293	23.6%	29.438	0.950	76.4%	31	August 1-31, 2011
SEPT	33.263	1.109	7.526	0.251	22.6%	25.737	0.858	77.4%	30	September 1-30, 2011
OCT	33.454	1.079	7.597	0.245	22.7%	25.857	0.834	77.3%	31	October 1-31, 2011
NOV	33.240	1.108	7.589	0.253	22.8%	25.651	0.855	77.2%	30	November 1-30, 2011
DEC	32.378	1.044	6.982	0.225	21.6%	25.396	0.819	78.4%	31	December 1-31, 2011
ANNUAL AVERAGES	37.844	1.244	9.391	0.309	24.6%	28.453	0.935	75.4%		
2012	Total Flow	Daily Flow	Total Flow	Daily Flow	%	Total Flow	Daily Flow	%	# of days	Dates
JAN	34.443	1.111	7.444	0.240	21.6%	26.999	0.871	78.4%	31	Jan 1-Jan 31, 2012
FEB	30.478	1.051	6.440	0.222	21.1%	24.038	0.829	78.9%	29	Feb 1-Feb 29, 2012
MAR	33.971	1.096	7.711	0.249	22.7%	26.260	0.847	77.3%	31	March 1 - 31, 2012
APR	35.523	1.184	8.573	0.286	24.1%	26.950	0.898	75.9%	30	April 1 - April 30, 2012
MAY	33.393	1.077	7.390	0.238	22.1%	26.003	0.839	77.9%	31	May 1 - 31, 2012
JUNE	40.101	1.337	7.687	0.256	19.2%	32.414	1.080	80.8%	30	June 1-30, 2012
JULY	46.989	1.516	9.832	0.317	20.9%	37.157	1.199	79.1%	31	July 1-31, 2012
AUG	34.343	1.108	8.191	0.264	23.9%	26.152	0.844	76.1%	31	August 1-31, 2012
SEPT	28.167	0.939	6.825	0.228	24.2%	21.342	0.711	75.8%	30	September 1-30, 2012
OCT	27.793	0.897	6.788	0.219	24.4%	21.005	0.678	75.6%	31	October 1-31, 2012
NOV	26.892	0.896	6.295	0.210	23.4%	20.597	0.687	76.6%	30	November 1-30, 2012
DEC	29.608	0.955	8.023	0.259	27.1%	21.585	0.696	72.9%	31	December 1-31, 2012
ANNUAL AVERAGES	33.475	1.097	7.600	0.249	22.9%	25.875	0.848	77.1%		
2013	Total Flow	Daily Flow	Total Flow	Daily Flow	%	Total Flow	Daily Flow	%	# of days	Dates
JAN	31.654	1.021	8.141	0.263	25.7%	23.513	0.758	74.3%	31	Jan 1-Jan 31, 2013
FEB	27.890	0.962	6.431	0.222	23.1%	21.459	0.740	76.9%	29	Feb 1-Feb 29, 2013
MAR	30.827	0.994	7.341	0.237	23.8%	23.486	0.758	76.2%	31	March 1 - 31, 2013
APR	28.201	0.940	7.122	0.237	25.3%	21.079	0.703	74.7%	30	April 1 - April 30, 2013
MAY		0.000		0.000	!	0.000	0.000	!	31	May 1 - 31, 2013
JUNE		0.000		0.000	!	0.000	0.000	!	30	June 1-30, 2013
JULY		0.000		0.000	!	0.000	0.000	!	31	July 1-31, 2013
AUG		0.000		0.000	!	0.000	0.000	!	31	August 1-31, 2013
SEPT		0.000		0.000	!	0.000	0.000	!	30	September 1-30, 2013
OCT		0.000		0.000	!	0.000	0.000	!	31	October 1-31, 2013
NOV		0.000		0.000	!	0.000	0.000	!	30	November 1-30, 2013

DEC	0.000	0.000	#DIV/0! !	0.000	0.000	#DIV/0! !	31	December 1-31, 2013
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Lab/C/Bruce/JPA/2013 meetings/April 11, 2012 meeting/JPApril 11 2013 Ops Summary.

STAFF REPORT

MORRO BAY-CAYUCOS J.P.A. WASTEWATER TREATMENT PLANT

To: Honorable Mayor and City Council, City of Morro Bay
Honorable President and Board of Directors, Cayucos Sanitary District

From: Bruce Keogh, Wastewater Division Manager

Date: June 6, 2013

Subject:

Status Report of a Major Maintenance & Repair Plan (MMRP) for the WWTP

Recommendation:

Morro Bay and Cayucos Sanitary District staffs recommend that this report be received and filed.

Fiscal Impact:

There is no fiscal impact at this time.

Summary:

This staff report is intended to provide an update on the development of the MMRP for the WWTP. At the February 14, JPA meeting the Council and District Board approved of the development of an MMRP and made the following motion:

- Direct staff to prepare a time sensitive and prioritized MMRP for the WWTP with an anticipated rolling 2 year budget;
- That the JPA solicit proposals from a qualified firm, or firms, to provide technical advice and analysis on an as needed basis as determined by Morro Bay's Public Services Director and Cayucos Sanitary District Manager;
- And that the Morro Bay Public Services Director and Cayucos Sanitary District Manager report back to the JPA on a semi-annual basis on the progress and costs associated with the MMRP.

Development of a MMRP will assist the City and District in projecting the budgeting of expenditures required to keep the current plant operating in compliance with regulatory requirements.

Discussion:

Staff continued to make steady progress in the development of the MMRP during the last month. Staff's primary focus has continued to be on the next Fiscal Year and the projects contained within the proposed FY13/14 budget. Staff has completed an initial review of maintenance & repair expenditures over the past 10 years to determine maintenance trends and identify a prospective

project list for FY13/14 through FY17/18. It is important to recognize that, except for the current budget year, this is a very tentative list which will be refined and prioritized as the results of additional investigation and analyses are completed. The next steps include gathering essential data to further assess equipment and facilities condition, developing detailed project scope, and prioritizing each project based on the following criteria: critical for plant safety, essential for regulatory compliance, reduces risk of plant malfunction, reduces O&M costs, and reduces energy consumption/cost. The current work plan anticipates an MMRP budget for FY 14/15 that is similar to the \$1.2M that was recommended for FY 13/14. The following table shows the draft MMRP schedule by Fiscal Year including the proposed project. Staff will continue to actively work on the further refinement of existing studies, structural conditions, and equipment assessments to continue to fine tune the MMRP.

DRAFT MMRP SCHEDULE

FY 13/14	FY14/15	FY15/16	FY16/17	FY 17/18
Headworks Screening	Primary Clarifier Repairs	Primary Clarifier Repairs		
Clean/Repair Digester #2	Clean/Repair Digester #1		Clean/Repair Digester #3	
Chlorine Contact Tank Repairs			Secondary Clarifier Repairs	SCADA
Interstage Pump Project	Electrical Upgrade			Electrical Upgrade
Chlorine Building Rehabilitation	Biofilter Rehabilitation	Biofilter Rehabilitation		
	Flood Related Issues			
Miscellaneous Equipment Repair and Replacement				
Facility Maintenance				
\$1.2M				

During the past month, staff toured several wastewater facilities to evaluate treatment processes and equipment. Staff toured the Paso Robles WWTP to better understand their upgrade plans and goals, and to examine some of their existing equipment that might be useful during the interim maintenance of the MBCSD plant. They have an influent screening unit that is in good condition that they would sell at salvage value but unfortunately it will not be taken out of service for 18-20 months. The rapidly deteriorating condition of our influent screens make it too risky to wait that long. In addition, staff toured the Thousand Oaks WWTP and the Carpinteria WWTP to mine the experience of other operators on various processes and equipment alternatives including influent screens. All the tours were very informative and reinforced the need to upgrade various portions of the existing plant to maintain reliability and redundancy.

MBCSD staff is proceeding to acquire specialty services to assist staff with further evaluation and cost estimating. Specifically these experts would assist in the non-destructive testing of the

digesters to gain more knowledge about their structural condition prior to developing the project scope to drain the digesters for cleaning, coating, and repairs. This should help expedite repairs and limit the down time of the digesters. Additionally, they would be tasked with reviewing the 2006 Carollo Wastewater Treatment Plant Electrical Facilities Overview (Appendix H of the 2006 Facility Master Plan) and provide an updated condition assessment of critical electrical infrastructure. Finally, a review of certain portions of Chapter 6 of the FMP would also be completed to provide current analysis and recommendations for the rehabilitation of the primary and secondary clarifiers. This assessment will assist staff in prioritizing the proposed work tasks as well as refine cost estimates. The electrical evaluation could begin early in the new Fiscal Year; however staff would recommend not starting the clarifier assessments until September after peak summer flows have subsided. This still allows ample time to incorporate this information for planning and budgeting for the next fiscal year.

Conclusion:

MBCSD staff will continue to bring a status report on the development of the MMRP at future JPA meetings.

STAFF REPORT

**MORRO BAY/CAYUCOS J.P.A.
WASTEWATER TREATMENT PLANT**

To: Honorable Mayor and City Council, City of Morro Bay
Honorable President and Board of Directors, Cayucos Sanitary District

From: Susan Slayton, Finance Director

Date: June 13, 2013

Subject: 2011/12 Component Unit Audit – Construction in Progress

RECOMMENDATION

This is an informational item.

DISCUSSION

On December 18, 2012, the draft 2011/12 audit was issued by Bob Crosby of Crosby Company. This document contained an item on the balance sheet entitled *Construction in progress* in the amount of \$2,129,851, which represents expenses-to-date for the upgrade of the jointly-owned wastewater treatment plant at its current location. In the table below are the details of the \$2.1 million:

Schedule of Construction in Progress - MB/CSD WWTP
For the Fiscal Year Ending June 30, 2012

Proj. #	Project Description	Balance 06/30/11	11/12 Additions	Balance 06/30/12
1102	WWTP upgrade - design contingency	\$ 12,724.54	\$ -	\$ 12,724.54
1103	WWTP upgrade - Project Manager	97,024.46	61,527.15	158,551.61
1105	WWTP upgrade - coastal commission appeal	100,045.09	564,418.96	664,464.05
8433	WWTP upgrade design	552,586.13	20,399.96	572,986.09
8438	WWTP facility master plan	317,532.40	-	317,532.40
8462	WWTP upgrade - environmental permit	400,810.24	2,782.04	403,592.28
		<u>\$ 1,480,722.86</u>	<u>\$ 649,128.11</u>	<u>\$ 2,129,850.97</u>

Subsequently in January 2013, the Coastal Commission took action by denying the Coastal Development Permit (CDP) for the proposed upgrade at the existing site of the WWTP. This has caused some confusion/concern about the disposition of the \$2.1 million in construction in progress.

Despite the project being denied at the existing location, not all the work done to date will be lost. The process to-date has generated valuable information that can be used wherever the plant is sited, and to aid in the process for selecting the site for the new Water Reclamation Facility. The Facility Master Plan (2006) and subsequent design efforts by MWH (FMP Amendment #2 July 2010) will provide a sound technical base for projecting flows and loads, as well as providing discussion concerning types and estimated costs for various treatment technologies along with biosolids handling options. The Dudek Alternative Sites Evaluation contains valuable information on the environmental conditions, logistics and site constraints, and engineering and economic constraints for various alternative site scenarios. In addition, the 2012 Reclaimed Water Feasibility Study will provide additional background material for consideration during the next phase of the project, selecting a site for the new Water Reclamation Facility.

Any components that are not usable will be considered as impaired, written off as a loss on assets, and reduce both the construction in progress and the equity line *Invested in capital assets*. The remaining components may remain in construction in progress.

This fund is not considered when applying for loans or analyses for rate increases, so the impact is moot. While it is true that over \$2.1 million was spent, a portion, perhaps 20-30 percent, of the work performed will be valuable in determining the sizing and treatment loading for the NEW Water Reclamation Facility. Along with that, much of the work prepared by Dudek will be used in the siting of the NEW WRF.

STAFF REPORT

MORRO BAY/CAYUCOS J.P.A. WASTEWATER TREATMENT PLANT

To: Honorable Mayor and City Council, City of Morro Bay
Honorable President and Board of Directors, Cayucos Sanitary District

From: Susan Slayton, Finance Director

Date: June 13, 2013

Subject: Fiscal Year 2013/14 Budget

RECOMMENDATION

That the Board of Directors of the Cayucos Sanitary District accepts this report by motion.

SUMMARY

Staff from the City of Morro Bay presents the 2013/14 budget to the Board of Directors of the Cayucos Sanitary District. Detailed notes on the revenues and expenditures are attached.

FISCAL IMPACT

Below is the budget as present to the CSD and City Council in the proposed budget document:

Expenses:		
Operations	\$	2,048,967
General Fund administration		<u>36,000</u>
Total expenses		<u>2,084,967</u>
Revenues:		
Services		<u>2,084,967</u>
Revenues over/under expenses	\$	<u><u>0</u></u>

Discussion

The budget figures cited above were presented to the City Council at their May 22, 2013 budget hearing. The same information was forwarded to the CSD for consideration and review.

After review and discussion of the draft FY13/14 budget with the CSD staff and plant staff, plant staff would recommend the following revision: increase the proposed draft budget by \$24,300, with the funds split over the following line items:

1. Muffin Monster Repairs, line item 5504: increase this line item by \$15,000. The increased funds would be for the purchase of a cutter cartridge for the Muffin Monster in the influent channel. The proposed budget includes funding for new influent screens, but the project will not be completed prior to April or May of 2014, due to time requirements for engineering, bidding, installation, etc. In the meantime, the Muffin Monster must continue to operate. Plant staff just made emergency repairs to the cutter cartridge for the Muffin Monster, but those repairs did not get the Muffin Monster back into a condition that will keep it operational until the screens can be installed.
2. Rebuild 3(w) Pump, line item 6601: increase the cost of this project to \$20,000 from \$12,500 to reflect costs associated with the actual rebuilding of the other 3W pump in May 2013. Increased costs include replacing the motor and an older pump that needed extensive repairs.
3. Line item 5125: increase this line item to \$1,500 from \$500. Funds in this line item are for asphalt, sand, and other supplies used for road and facilities maintenance. The increase is due to additional repairs to underground piping.
4. Line item 5301: increase this line item to \$2,500 from \$1,700. Additional funding would cover office supplies as well as toners and inks for copiers and printers.

CSD staff also had questions concerning the following line items which have no funding:

6101 Legal Services
6220 Postage
6511 Mileage Reimbursement

Historic spending has been low in these line items, and staff recommends that we leave the budget as presented, and determine if funding is required in the FY14/15 budget.

Additionally, the proposed budget did not include \$1.04 million in proposed capital outlay.

Including the requests/corrections outlined above would result in a total budget for the WWTP of: \$2,084,967 -6,000 (AGP Video - City) +\$24,300 +\$1,040,000 = \$3,143,267.

CITY OF MORRO BAY

2013/14 PROPOSED ANNUAL BUDGET

MORRO BAY/CAYUCOS SANITARY DISTRICT WASTEWATER TREATMENT FACILITY FUND

	<u>2009/10</u> Actual	<u>2010/11</u> Actual	<u>2011/12</u> Actual	<u>2012/13</u> Amended Budget	<u>2013/14</u> Proposed Budget
Beginning cash balance	\$ 92,533	\$ -	\$ -	\$ -	\$ -
Revenues from:					
Charges for services	2,080,458	2,598,374	2,402,110	1,954,832	3,649,267
Other revenue	-	635	-	-	-
Total revenues	<u>2,080,458</u>	<u>2,599,009</u>	<u>2,402,110</u>	<u>1,954,832</u>	<u>3,649,267</u>
Expenses for:					
Personnel	(726,773)	(771,648)	(829,913)	(770,892)	(823,112)
Supplies	(241,638)	(246,800)	(251,228)	(302,050)	(279,050)
Services	(823,930)	(897,017)	(743,203)	(821,890)	(971,105)
Other (no depreciation)	(80,999)	(21,751)	-	(30,000)	-
Capital improvements	(267,612)	(636,525)	(562,781)	-	(1,040,000)
Capital improvements (City only)	-	-	-	-	(500,000)
General Fund administration	<u>(32,039)</u>	<u>(25,268)</u>	<u>(14,985)</u>	<u>(30,000)</u>	<u>(36,000)</u>
Total expenses	(2,172,991)	(2,599,009)	(2,402,110)	(1,954,832)	(3,649,267)
Revenues over(under) expenses	<u>(92,533)</u>	-	-	-	-
Ending cash balance	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>

**CITY OF MORRO BAY
SCHEDULE OF CAPITAL PROJECTS
FOR THE 2013/14 FISCAL YEAR**

<u>PROJECT</u>	<u>ACCOUNT NUMBER</u>	<u>2013/14 PROPOSED BUDGET</u>	<u>CARRYOVER FROM ONGOING PROJECTS AS OF 04/26/13</u>	<u>TOTAL PROPOSED CAPITAL PROJECTS</u>
<u>WATER CAPITAL IMPROVEMENT</u>				
Blanca pipeline	921-8425	\$ -	\$ 250,000	\$ 250,000
Nutmeg tank	921-8437	750,000	312,670	1,062,670
Desal upgrade/energy recovery project	921-8464	500,000	832,645	1,332,645
System upgrades	921-8464	-	-	-
Master plan improvements		350,000	-	350,000
Chorro Creek stream gauges	921-9704	250,000	205,660	455,660
TOTAL		\$ 1,850,000	\$ 1,600,975	\$ 3,450,975
<u>SEWER CAPITAL IMPROVEMENT</u>				
Section 3 rehabilitation	922-XXXX	\$ 250,000	\$ -	\$ 250,000
Laurel easement rehabilitation	922-XXXX	200,000	-	200,000
Lift Station #1 rehabilitation	922-XXXX	100,000	-	100,000
Embarcadero rehabilitation	922-XXXX	500,000	-	500,000
Manholes	922-XXXX	60,000	-	60,000
North Main St. trunk line replacement	922-8455	-	32,994	32,994
TOTAL		\$ 1,110,000	\$ 32,994	\$ 1,142,994
<u>HARBOR CAPITAL IMPROVEMENT</u>				
Infrastructure repair/maintenance	923-8413	\$ -	\$ 657,875	\$ 657,875
Boat repair/storage yard	923-8435	-	65,362	65,362
Anchor Park pier	923-8006	-	19,175	19,175
Lease site audits	923-8002	10,000	24,820	34,820
Replace storage yard metal roof	923-8106	-	-	-
TOTAL		\$ 10,000	\$ 767,232	\$ 777,232
<u>WASTEWATER TREATMENT PLANT</u>				
New screening devices for headworks (2)	599-XXXX	\$ 500,000	\$ -	\$ 500,000
Digester #2 cleaning and repairs	599-XXXX	250,000	-	250,000
Chlorine contact tank equipment replacement	599-XXXX	200,000	-	200,000
Chlorine building repair & rehabilitation	599-XXXX	40,000	-	40,000
Interstage pump and valve project	599-XXXX	50,000	-	50,000
Prelim facility master plan/facility master plan (City only)	599-XXXX	500,000	-	500,000
TOTAL		\$ 1,540,000	\$ -	\$ 1,540,000

Budget Worksheet Report

Account Number	Description	2009 Actual Amount	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Adopted Budget	2013 Actual Amount as of 2/28/13	2014 Budget Amount	Notes
Fund 599 MB/CS Waste Water Fund									
Revenue									
Department 5255 Wastewater Treatment									
<u>Revenues From Current Services</u>									
3499	Other Rev/Current Svc	\$2,096,781.31	\$2,080,458.47	\$2,847,585.17	\$2,402,110.15	\$1,954,832.00	\$923,935.05	2,078,967	
Department Total: Wastewater Treatment		\$2,096,781.31	\$2,080,458.47	\$2,847,585.17	\$2,402,110.15	\$1,954,832.00	\$923,935.05	2,078,967	
Revenue Totals		\$2,096,781.31	\$2,080,458.47	\$2,847,585.17	\$2,402,110.15	\$1,954,832.00	\$923,935.05	2,078,967	
Expenses									
Department 5255 Wastewater Treatment									
<u>Personnel Services</u>									
4110	Regular Pay	\$430,709.98	\$445,947.39	\$466,336.01	\$439,097.23	\$456,038.00	\$301,008.05	507,147	salary only
4120	Overtime Pay	\$4,339.60	\$8,480.81	\$16,446.73	\$10,185.93	\$10,000.00	\$5,223.12	10,000	
4310	Part-Time Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
4510	Acting Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
4515	Standby Pay	\$11,910.00	\$12,670.00	\$12,740.00	\$12,950.00	\$12,775.00	\$8,050.00	12,775	
4520	Cafeteria Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
4599	Other Pay	\$1,333.49	\$1,303.23	\$677.33	\$3,044.46	\$0.00	\$596.14	600	This is cert pay (\$600) and
4910	Employer Paid Benefits	\$246,440.36	\$258,352.36	\$274,789.08	\$277,418.14	\$292,079.00	\$172,691.33	292,590	annual payouts of excess
4999	Labor Costs Applied	\$0.00	\$19.48	\$658.64	\$0.00	\$0.00	\$0.00		leaves; 2012 is high due to
Total: Personnel Services		\$694,733.43	\$726,773.27	\$771,647.79	\$742,695.76	\$770,892.00	\$487,568.64	823,112	Dave Williams
<u>Supplies</u>									
5101	Janitorial Supplies	\$1,329.14	\$788.82	\$1,222.10	\$1,322.07	\$1,250.00	\$678.86	1,250	
5105	First Aide Supplies	\$144.06	\$169.87	\$335.95	\$201.70	\$500.00	\$105.75	500	
5106	Photographic Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
5108	Communication Supplies	\$378.20	\$390.52	\$0.00	\$310.32	\$1,000.00	\$431.92	1,000	
5109	Uniforms/Safety Equipment	\$6,949.07	\$15,578.51	\$8,589.11	\$11,641.35	\$12,000.00	\$9,672.02	12,000	
5110	Fuel Oil & Lubricants	\$3,986.32	\$5,802.71	\$3,855.89	\$5,517.86	\$5,000.00	\$2,248.36	5,000	
5112	Lab Supplies	\$26,988.16	\$17,523.38	\$16,857.77	\$17,478.03	\$16,500.00	\$11,613.17	16,500	
5120	Chemical Supplies	\$112,148.43	\$115,910.96	\$116,103.10	\$113,971.81	\$130,000.00	\$74,952.31	130,000	
5125	Repairs/Maint. Materials	\$2,500.00	\$0.00	\$463.28	\$0.00	\$500.00	\$0.00	500	
5170	Computer Paper	\$0.00	\$246.81	\$0.00	\$0.00	\$0.00	\$0.00		
5175	Computer Operating Supp.	\$1,614.23	\$907.07	\$402.53	\$1,382.91	\$1,500.00	\$89.42	2,500	
5199	Misc. Operating Supplies	(\$2,960.44)	\$621.68	\$1,938.47	\$1,686.24	\$1,500.00	\$152.59	1,500	
5301	General Office Supplies	\$808.89	\$960.91	\$1,222.54	\$886.30	\$1,700.00	\$861.52	1,700	
5302	Copying Supplies	\$451.67	\$364.23	\$325.59	\$297.94	\$0.00	\$0.00		
5303	Books & Manuals	\$0.00	\$0.00	\$120.00	\$65.67	\$100.00	\$74.00	100	
5305	Forms Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
5501	Grounds Maint. Supplies	\$1,071.75	\$1,449.05	\$1,203.59	\$1,956.97	\$2,500.00	\$1,390.63	2,500	
5502	Building Maint. Supplies	\$13,163.60	\$15,179.55	\$15,680.38	\$6,182.09	\$12,000.00	\$5,308.00	12,000	
5503	Rolling Stock Supplies	\$0.00	\$0.00	\$94.56	\$58.31	\$0.00	\$120.00		
5504	Machinery/Equip/Supplies	\$52,675.55	\$56,004.13	\$70,043.38	\$82,143.56	\$108,000.00	\$114,385.47	75,000	
5530	Small Tools	\$2,050.91	\$2,155.73	\$1,458.79	\$1,998.48	\$2,000.00	\$0.00	2,000	
Total: Supplies		\$223,299.54	\$234,053.93	\$239,917.03	\$247,101.61	\$296,050.00	\$222,084.02	264,050	

Services

6101	Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00		
6103	Financial Audits	\$7,820.76	\$5,900.00	\$10,400.00	\$5,900.00	\$6,000.00	\$5,900.00	6,000	Bob Crosby
6104	Engineering Services	\$0.00	\$82,702.53	(\$27,487.53)	\$27,325.00	\$10,000.00	\$9,895.00	50,000	
6105	Consulting Services	\$40,786.15	\$23,345.10	\$880.00	\$0.00	\$25,000.00	\$0.00	25,000	
6106	Contractual Services	\$192,222.14	\$191,076.96	\$196,406.74	\$197,312.15	\$211,000.00	\$5,698.46	211,000	MRS
6107	Promotion & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6125	Professional Development	\$1,800.59	\$1,802.85	\$1,685.13	\$1,350.35	\$2,500.00	\$1,485.41	2,500	
6160	Vehicle Inspections	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	250	
6161	Licenses & Permits	\$3,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	6,000	
6162	Mandated Fees/Inspections	\$8,566.76	\$17,028.84	\$20,155.42	\$20,124.56	\$26,000.00	\$19,154.00	35,000	
6199	Other Professional Svc	\$845.38	\$983.19	\$1,671.80	\$1,061.30	\$1,500.00	\$674.10	1,500	
6201	Telephone	\$1,316.77	\$1,767.74	\$1,756.77	\$1,751.21	\$2,000.00	\$1,306.71	2,000	
6220	Postage	\$123.09	\$19.42	\$122.05	\$125.25	\$0.00	\$5.70		
6231	Pager Services	\$202.91	\$195.36	\$0.00	\$0.00	\$0.00	\$0.00		
6300	Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6301	Electricity	\$123,103.62	\$131,105.99	\$129,277.92	\$126,316.62	\$120,000.00	\$78,558.03	120,000	
6302	Natural Gas	\$16,539.98	\$3,376.44	\$3,388.92	\$3,750.20	\$5,000.00	\$2,116.81	5,000	
6303	Water	\$6,368.59	\$5,453.70	\$6,562.34	\$4,490.29	\$7,500.00	\$4,446.83	7,500	
6305	Disposal	\$672.17	\$733.32	\$750.30	\$695.07	\$600.00	\$514.20	600	
6306	Special Waste Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6307	Disposal of Sludge	\$9,549.68	\$11,149.70	\$11,369.58	\$11,262.76	\$12,500.00	\$7,363.40	12,500	
6399	Other Utilities	\$17,023.57	\$15,560.93	\$14,798.53	\$12,321.75	\$14,000.00	\$5,896.70	12,000	
6401	General Liability	\$14,845.00	\$42,031.00	\$42,031.00	\$50,316.00	\$50,316.00	\$33,544.00	51,272	
6411	Property Damage Ins.	\$19,442.54	\$1,130.00	\$1,130.00	\$1,130.00	\$1,130.00	\$753.36	1,151	
6421	Boiler Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6472	Other Ins./Employee Bond	\$0.00	\$91.00	\$0.00	\$134.00	\$0.00	\$89.36	134	
6473	Vehicle Insurance	\$300.00	\$244.00	\$244.00	\$244.00	\$244.00	\$162.64	244	
6499	Earthquake & Flood Insurance	\$158,541.00	\$163,388.43	\$350,051.15	\$162,523.48	\$166,000.00	\$108,981.28	169,154	
6502	Shipping & Moving	(\$1,752.88)	\$1,154.02	\$462.90	\$916.85	\$1,000.00	\$1,250.06	2,500	
6510	Meetings & Conferences	\$28.25	\$61.95	\$110.70	\$271.60	\$0.00	\$23.92		
6511	Mileage Reimbursement	\$0.00	\$16.50	\$415.92	\$0.00	\$0.00	\$220.12		
6514	Travel Expense	\$815.39	\$427.68	\$1,791.20	\$91.48	\$1,500.00	\$767.81	1,500	
6519	Association Membership	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	500	
6601	Outside Equip. Repair/Mat	\$203,574.03	\$122,049.14	\$127,644.69	\$76,471.53	\$132,500.00	\$81,594.89	213,500	
6602	Outside Structural Repair	\$21,145.48	\$424.95	\$21,950.95	\$34,799.23	\$20,000.00	\$2,045.19	20,000	
6603	Outside Ground Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
6604	Outside Vehicle Repair/Maint	\$351.38	\$51.75	\$1,398.00	\$2,518.03	\$2,500.00	\$1,930.78	2,500	
6640	Maintenance Contracts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6701	Outside Clerical/Sec. Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
6720	Medical Examinations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00		
6810	Equipment Rental	\$0.00	\$657.50	\$0.00	\$0.00	\$2,500.00	\$0.00	2,500	
<u>Total: Services</u>		\$847,232.35	\$823,929.99	\$918,968.48	\$743,202.71	\$827,890.00	\$374,423.76	961,805	
<u>Capital Outlay</u>									
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
7201	Automobiles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
7203	Other Maintenance Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	-	
7301	Machinery Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
7302	Equipment Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
7311	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
7499	Other Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
8735	Loss on Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	
<u>Total: Capital Outlay</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	-	

<u>Other Expense</u>							
8720	Rent Distribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8721	Payment To Other Agency	\$38,124.48	\$32,308.52	\$21,750.65	\$14,985.25	\$30,000.00	\$0.00
8730	Cap. Asset Depreciation	\$500,740.96	\$497,179.17	\$477,905.92	\$475,299.98	\$0.00	\$0.00
<u>Total: Other Expense</u>		\$538,865.44	\$529,487.69	\$499,656.57	\$490,285.23	\$30,000.00	\$0.00
Department Total: Wastewater Treatment		\$2,304,130.76	\$2,314,244.88	\$2,430,189.87	\$2,223,285.31	\$1,954,832.00	\$1,084,076.42
30,000 This is for the City admin that is calc'd in June							
2,078,967							
Department 7710 Interfund Transactions							
<u>Interfund Transfers</u>							
8410	Intrafund Expense Trans.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8501	Transfers Out	\$0.00	\$16,826.71	\$0.00	\$0.00	\$0.00	\$0.00
8510	Transfer To General Fund	\$2,122.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8540	TRFR To Capital Imp Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Interfund Transfers</u>		\$2,122.98	\$16,826.71	\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Interfund Transactions		\$2,122.98	\$16,826.71	\$0.00	\$0.00	\$0.00	\$0.00
Department 8312 WWTP Relocation & Trmt Altern							
<u>Personnel Services</u>							
4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Personnel Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Supplies</u>							
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Supplies</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Services</u>							
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department Total: WWTP Relocation & Trmt Altern		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 8433 WWTP Upgrade Design							
<u>Personnel Services</u>							
4999	Labor Costs Applied	\$0.00	\$29,699.30	\$21,866.53	\$9,546.28	\$0.00	\$0.00
<u>Total: Personnel Services</u>		\$0.00	\$29,699.30	\$21,866.53	\$9,546.28	\$0.00	\$0.00
<u>Supplies</u>							
5199	Misc. Operating Supplies	\$0.00	\$1,507.76	(\$9.72)	\$0.00	\$0.00	\$0.00
5307	Blueprint/Doc Reproduced	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Supplies</u>		\$0.00	\$1,507.76	(\$9.72)	\$0.00	\$0.00	\$0.00
<u>Services</u>							
6104	Engineering Services	\$0.00	\$82,774.03	\$387,084.79	\$5,119.46	\$0.00	\$0.00
6105	Consulting Services	\$0.00	\$10,624.00	\$0.00	\$0.00	\$0.00	\$0.00
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6199	Other Professional Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6510	Meetings & Conferences	\$0.00	\$72.15	(\$56.17)	\$0.00	\$0.00	\$0.00
<u>Total: Services</u>		\$0.00	\$93,470.18	\$387,028.62	\$5,119.46	\$0.00	\$0.00
<u>Other Expense</u>							
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Other Expense</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department Total: WWTP Upgrade Design		\$0.00	\$124,677.24	\$408,885.43	\$14,665.74	\$0.00	\$0.00
Department 8438 WWTP Master Plan (JPA)							
<u>Services</u>							

6104	Engineering Services	(\$16,011.71)	\$44,517.60	\$0.00	\$0.00	\$0.00	\$0.00	
6510	Meetings & Conferences	\$57.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services		(\$15,954.14)	\$44,517.60	\$0.00	\$0.00	\$0.00	\$0.00	-
Capital Outlay								
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Other Expense								
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Other Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Master Plan (JPA)		(\$15,954.14)	\$44,517.60	\$0.00	\$0.00	\$0.00	\$0.00	-

Department 8462 WWTP Environmental Permit

Personnel Services								
4999	Labor Costs Applied	\$0.00	\$4,654.91	\$29,173.38	\$1,805.14	\$0.00	\$0.00	
Total: Personnel Services		\$0.00	\$4,654.91	\$29,173.38	\$1,805.14	\$0.00	\$0.00	-
Services								
6161	Licenses & Permits	\$0.00	\$5,300.00	\$2,889.25	\$0.00	\$0.00	\$0.00	
Total: Services		\$0.00	\$5,300.00	\$2,889.25	\$0.00	\$0.00	\$0.00	-
Capital Outlay								
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Other Expense								
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Other Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Environmental Permit		\$0.00	\$9,954.91	\$32,062.63	\$1,805.14	\$0.00	\$0.00	-

Revenue Totals:	\$2,096,781.31	\$2,080,458.47	\$2,847,585.17	\$2,402,110.15	\$1,954,832.00	\$923,935.05	2,078,967
Expense Totals	\$2,290,299.60	\$2,510,221.34	\$2,871,137.93	\$2,239,756.19	\$1,954,832.00	\$1,084,076.42	2,078,967
Fund Total: MB/CS Waste Water Fund	(\$193,518.29)	(\$429,762.87)	(\$23,552.76)	\$162,353.96	\$0.00	(\$160,141.37)	-

Fund 930 WWTP Capital Impv Fund

Revenue

Department 1103 WWTP Project Management

Interfund Revenue Transfers								
3860	Trans. From Enterprise	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interfund Revenue Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Project Management		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Department 1105 WWTP CA Coastal Comm Appeal Proc

Interfund Revenue Transfers								
3860	Trans. From Enterprise	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interfund Revenue Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP CA Coastal Comm App		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Department 8433 WWTP Upgrade Design

Interfund Revenue Transfers								
3860	Trans. From Enterprise	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interfund Revenue Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Upgrade Design		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Department 8438 WWTP Master Plan (JPA)

Interfund Revenue Transfers

3860	Trans. From Enterprise	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Interfund Revenue Transfers</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Master Plan (JPA)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department 8462 WWTP Environmental Permit								
<u>Interfund Revenue Transfers</u>								
3860	Trans. From Enterprise	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Interfund Revenue Transfers</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Environmental Permit		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Revenue Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Expenses

Department 1103 WWTP Project Management

Personnel Services

4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Personnel Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Supplies

5110	Fuel Oil & Lubricants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5307	Blueprint/Doc Reproduced	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Supplies</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Services

6104	Engineering Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,385.60	
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6161	Licenses & Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6199	Other Professional Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6220	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6510	Meetings & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6513	Meals & Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6710	Notices & Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,385.60	-

Capital Outlay

7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Capital Outlay</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Interfund Transfers

8580	TRFR To Internal Svc Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<u>Total: Interfund Transfers</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Other Expense

8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$88,122.00	\$0.00	
<u>Total: Other Expense</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$88,122.00	\$0.00	-
Department Total: WWTP Project Management		\$0.00	\$0.00	\$0.00	\$0.00	\$88,122.00	\$38,385.60	-

Department 1105 WWTP CA Coastal Comm Appeal Proc

Personnel Services

4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,486.29	
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,556.34	
<u>Total: Personnel Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,042.63	-

<u>Supplies</u>							
5110	Fuel Oil & Lubricants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$135.59
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31.23
5307	Blueprint/Doc Reproduced	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Supplies</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.82
<u>Services</u>							
6104	Engineering Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,418.07
6161	Licenses & Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6199	Other Professional Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6220	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6510	Meetings & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$270.51
6513	Meals & Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,930.44
6710	Notices & Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,619.02
<u>Capital Outlay</u>							
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Capital Outlay</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Interfund Transfers</u>							
8580	TRFR To Internal Svc Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Interfund Transfers</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Other Expense</u>							
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$92,023.00	\$0.00
<u>Total: Other Expense</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$92,023.00	\$0.00
Department Total: WWTP CA Coastal Comm App		\$0.00	\$0.00	\$0.00	\$0.00	\$92,023.00	\$62,828.47
Department 8108 WWTP Arc Flash Mitigation							
<u>Personnel Services</u>							
4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Personnel Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Supplies</u>							
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Supplies</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Services</u>							
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6601	Outside Equip. Repair/Mat	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department Total: WWTP Arc Flash Mitigation		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 8112 WWTP MMRP							
<u>Personnel Services</u>							
4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Personnel Services</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Supplies</u>							
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Supplies</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Services</u>							
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP MMRP		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department 8433 WWTP Upgrade Design								
<u>Personnel Services</u>								
4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$991.85	
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,723.30	
Total: Personnel Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,715.15	-
<u>Supplies</u>								
5110	Fuel Oil & Lubricants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5307	Blueprint/Doc Reproduced	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
<u>Services</u>								
6104	Engineering Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$732.00	
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6161	Licenses & Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6199	Other Professional Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6220	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6510	Meetings & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6513	Meals & Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6710	Notices & Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$732.00	-
<u>Capital Outlay</u>								
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
<u>Interfund Transfers</u>								
8580	TRFR To Internal Svc Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interfund Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
<u>Other Expense</u>								
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$2,262,810.00	\$0.00	
Total: Other Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$2,262,810.00	\$0.00	-
Department Total: WWTP Upgrade Design		\$0.00	\$0.00	\$0.00	\$0.00	\$2,262,810.00	\$3,447.15	-
Department 8438 WWTP Master Plan (JPA)								
<u>Personnel Services</u>								
4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Personnel Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
<u>Supplies</u>								
5110	Fuel Oil & Lubricants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5307	Blueprint/Doc Reproduced	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
<u>Services</u>								
6104	Engineering Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6161	Licenses & Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6199	Other Professional Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

6220	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6510	Meetings & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6513	Meals & Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6710	Notices & Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Capital Outlay								
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Interfund Transfers								
8580	TRFR To Internal Svc Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interfund Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Other Expense								
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00	\$0.00	
Total: Other Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00	\$0.00	-
Department Total: WWTP Master Plan (JPA)		\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00	\$0.00	-
Department 8462 WWTP Environmental Permit								
Personnel Services								
4910	Employer Paid Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$33.25)	
4999	Labor Costs Applied	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$104.13	
Total: Personnel Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.88	-
Supplies								
5110	Fuel Oil & Lubricants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5199	Misc. Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5307	Blueprint/Doc Reproduced	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Services								
6104	Engineering Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6105	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6106	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6161	Licenses & Permits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6199	Other Professional Svc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6220	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6510	Meetings & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6513	Meals & Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6710	Notices & Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Capital Outlay								
7102	Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Interfund Transfers								
8580	TRFR To Internal Svc Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interfund Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Other Expense								
8999	Capital Project Budget	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Other Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Department Total: WWTP Environmental Permit		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.88	-
Revenue Totals:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Expense Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$2,497,955.00	\$104,732.10	-
Fund Total: WWTP Capital Impv Fund		\$0.00	\$0.00	\$0.00	\$0.00	(\$2,497,955.00)	(\$104,732.10)	-

There are five projects included in the Schedule of Cap Projects for FY 13/14

Budget Notes for FY13-14

These notes provide an explanation for all the line items in the budget. The notes include which line items have changed from the preceding years-fiscal budget or provide further discussion for clarification. Staff attempted to prioritize the projects that they believe need immediate attention in this fiscal year. Staff is concentrating on projects that are required to keep the plant operating efficiently and safely. Further information will be available as the Major Repair and Maintenance Plan is developed. Discussions of the projects that are above and beyond basic O&M costs are included at the end of the line item discussion.

It is important to note that the major tasks required to relocate the treatment plant will be on-going or commencing in FY13/14. The WWTP upgrade related expenses for preliminary activities required to relocate the plant will be included and tracked through the Sewer Fund, as they are City only expenses at this point. Additional funding may be required depending on the tasks required to complete the relocation project.

Upgrade Related Expenses:

The FY13/14 budget cycle will be the first full budget cycle for the relocation of the treatment facility. As the issue is brought before the JPA, direction and action plans may be recommended that will require allocating additional funding during the FY13/14 fiscal year.

It appears that the tasks anticipated on the draft project schedule will be preliminary activities that include hiring a project facilitator/manager.

5 Year Capital Improvements Plan:

Staff reviewed the 5-Year CIP program developed by Cannon Associates as part of the budget preparation process. Staff is recommending that not all items identified in the 5 Year CIP be included in the FY13/14 budget. Staff is only recommending those projects that are necessary to keep the plant operating efficiently and safely.

Major Repair Projects

There are five major repair projects anticipated for the plant in FY13/14.

- 1) Purchase and installation of two new screening devices at the influent channel in the headworks. The goal is to screen and remove as much non-organic debris from the influent flow to reduce impacts to pumps, equipment, and treatment processes downstream of the screens. Staff has noted a large increase in ragging related issues in the primary clarifiers and digesters, and feel increased screening efficiency would reduce operational issues associated with ragging. Estimated cost \$500,000.
- 2) The cleaning and coating of digester #2, in addition structural analysis and potential structural repair work will be required. Coupled with this is a list of equipment and components that will need to be repaired or replaced. These components would coincide with the digester cleaning and rehabilitation project. Funding would be used to replace two gas recirculation blowers (\$10,000); two 3-way valves for the digester hot water loops (\$6,000); replacement parts for the spark arrestors on the digester gas lines (\$8,000); the purchase of two magnetic flow meters for the digester sludge recirculation lines (\$20,000); repair and replacement of critical components of the in-line muffin monster located in the digester sludge recirculation line (\$7,000); and the purchase of valves and piping for digester recirculation and transfer lines(\$25,000). All items are vital operational and safety components of the anaerobic digestion process. Estimated cost for cleaning, rehabilitation, and equipment repair and replacement is \$250,000.

- 3) Chlorine Contact Tank Equipment Replacement Project: This project would be for the replacement of the flights and chains, and associated support equipment such as sprockets, and supporting equipment in the chlorine contact tank. The existing chains and flights are original plant equipment and no longer cost effective to repair. These are critical pieces of equipment for compliance with regulatory standards. During the time frame that this project is completed, the plant will be out of compliance as the chlorine contact tank must be by-passed, so the effluent can be disinfected but not dechlorinated. Estimated cost \$200,000.
- 4) Interstage Pump and Valve Project: This project includes the rebuilding of the three Biofilter Recirculation Pumps used to pump water to the trickling filters. These pumps are on a five year schedule for rebuilding. Also included in this project is the purchase and installation of five new butterfly valves at the interstage pump station used to regulate flow to the biofilters. These are large (12" to 14") butterfly valves that are original plant equipment and are no cost effective to repair. Estimated cost is \$50,000 (\$35,000 for the pump rebuilds and \$15,000 for valving).
- 5) Reconditioning of the Chlorine Building: Line Item 6602: This project would provide for repairs to the chlorine building and include the enclosing of the storage area and installation of a roll up door. This would provide for badly needed storage space at the plant and would provide weather proof storage for vital plant equipment. Cost estimate for this task is \$40,000.

Pro Rata Share of Flow

Operating expenses for the plant are paid by the City and District on a pro rata share of flow. For the FY 12-13 through February (eight months of the fiscal year) the flow breakdown is 24.1% for the CSD and 75.9% for the City.

Personnel:

4110-Regular Pay: Increase this line item to \$507,147 from \$456,038 per figures provided by finance. These figures could vary slightly based on the outcome of the on-going labor negotiations with the employment groups at the City.

4120-Overtime: Maintain this line item at \$10,000. This reflects historic expenditure levels.

4515-Standby Pay: Maintain this line item to \$12,775. The present MOU states that standby pay will be paid at a rate of \$35 per day. This figure could vary slightly based on the outcome of the on-going labor negotiations with the employment groups at the City.

4599-Other: Maintain this line item at \$2,000, it reflects historical spending.

4910-Employer Paid Benefits: Increase this line item to \$292,590 from \$292,079 per finance recommendations. These figures could vary slightly based on the outcome of the on-going labor negotiations with the employment groups at the City.

4999-Labor Applied: Provided by finance.

Supplies:

5101- Janitorial: Maintain at \$1250, it reflects historic budgeting levels.

5105 – First Aide: Maintain at \$500, it reflects historic budget levels.

5108 – Communication Supplies: Maintain at \$1000, it reflects historic spending.

5109 – Uniforms: Maintain this line item at \$12,000. Funding would be allocated to uniforms (annual cost of \$8,400), the MOU required boot allowance (\$1,200). Additional funding is for the purchase of upgrades to equipment for confined space entry, and other safety related equipment.

5110-Fuel, Oil, Lubricants: Maintain this line item at \$5,000 to reflect historic spending levels and increased fuel and oil costs. This line item covers fuel costs for the two plant trucks, diesel fuel for the emergency generator, fuel for the front-end loader when we use it, and miscellaneous oils, greases and lubricants for plant equipment. Staff has more closely tracked fuel costs for the

vehicles and loader, which average approximately \$150 per month. Any additional funds reflect expenditures for oils and lubricants required for equipment maintenance from this line item.

5112-Laboratory Supplies/ Chemicals: Maintain this line item at \$16,500. The funds will cover costs associated with the operation of a State certified laboratory, including annual quality assurance tests required by ELAP and the USEPA. Daily lab procedures have increased due to ELAP requirements and increased in-house monitoring required to keep the plant operating efficiently.

5120-Chemical Supplies: Maintain this line item at \$130,000 to reflect historic expenditure levels. Sodium hypochlorite prices have increased dramatically over the past years and remain very volatile due to the market price for caustic (a basic ingredient of hypochlorite). In addition, the delivery fees for both sodium hypochlorite and sodium bisulfite have increased due to higher fuel costs. Plant staff also purchases freeze dried beneficial bacteria (for the secondary or biological processes) and microorganisms from this account, these bugs help stabilize the biological processes following a plant upset. They have been instrumental in keeping the plant performing at an efficient level.

5125 – Repair/ Maintenance: Increase this line item to \$1500 from \$500. Funds in this line item are for asphalt, sand, and other supplies used for road and facilities maintenance and have increased due to increased repairs to underground piping.

5175 – Computer Supplies: Increase this line item to \$2500 from \$1500. It reflects historic budget levels for purchase of required computer supplies and will allow two of the four computers used at the plant to be replaced.

5199 - Misc Supplies: Maintain this line item at \$1500. It reflects historic budget levels.

5301 – General Office Supplies: Increase this line item \$2,500. Additional funding would cover office supplies as well as toners and inks for copiers and printers.

5302 – Copies: Decrease this line item to \$0 from \$500. Combining this line item with 5301 would simplify tracking.

5303 – Books: Maintain this line item at \$100. It reflects historic budget levels.

5305 – Forms: No funds budgeted.

5501 – Ground Supplies: Maintain this line item at \$2,500. Funds in this line item are for expenses related to grounds maintenance at the plant.

5502 – Building Maint. Supplies: Maintain this line item at \$12,000. Funds in this line item would replace area lighting fixtures within buildings as well as outside area lights within the plant.

5503 – Rolling Stock: No funds budgeted.

5504-Machinery and Equipment Supplies: Decrease this line item to \$75,000 from \$93,000. The funds in this line item allow for in-house repairs of plant equipment by staff required to keep the plant operating efficiently and with in regulatory compliance. Historically this line item has been budgeted at \$60,000. Repair and maintenance costs are expected to increase as the plant ages. The additional funds are for the following projects. The projects are the purchase of a new Return Activated Sludge Blower (RAS) (\$5,000), and the purchase of parts for rebuilding a sludge and scum pumps (\$10,000). A more detailed description of these projects is contained in the projects section below.

5530-Small Tools: Maintain this line item at \$2,000. The increased funds will allow staff to purchase the tools required to properly and professionally maintain the equipment in the plant.

Services:

6101 Legal: Maintain this line item at \$200. It reflects historic budget levels.

6103 – Financial Audits: Maintain this line item at \$6,000. It reflects historic budget levels.

6104 – Engineering Services: Increase this line to \$50,000 from \$10,000. Historically funding in this line item was for engineering services required for minor projects or emergency repairs such as the Flood Study and Arc Flash Studies completed in FY12/13. Funding in this line item will

assist with specialized engineering needs such as structural or electrical engineering required during the MMRP.

6105-Consulting Services: Maintain this line item at \$25,000. Funds in this line item are for consulting services required for permit compliance related issues, emergency repairs, and the wwtp upgrade process. Funds in this line item will be available for the upcoming permit renewal process.

6106-Contractual Services: Increase this line item to \$211,000 to \$205,000. The annual contract with Marine Research Specialists for the Offshore Monitoring Program contains an annual escalator that is referenced to the Engineering News Record inflation index. Applying the 2.3% increase in the January ENR to the FY12/13 base cost budget increases base cost for FY 13/14 to \$208,783. If this annual increase remains steady into July, the Base Program Costs is estimated at approximately 210,000. Any additional funds would cover any extra scope costs incurred.

6125 – Professional Development: Maintain at \$2500, it reflects historic budgeting levels. Funds in this line item are for mandatory staff training, and other schools and training programs.

6160 - Vehicle Inspection: Maintain at \$250, it reflects historic budgeting levels.

6161-License and Permit Fees: Maintain this line item at \$6,000. Plant staff recommends that this line item contain funds for possible mandatory fines. The \$6,000 included in this line item has been set aside for the payment of two minimum mandatory penalties at \$3,000 per penalty.

6162-Mandated Fees/Inspections: Increase this line item to \$35,000 from \$26,000. This funding level more accurately reflect expenditures. Fees paid out of this line item include: fees for the NPDES permit (\$10,743), Waste Discharge Permit Fee (\$4,798), APCD permit (\$1,737), SLO County Hazardous Materials permit (\$437), annual outfall inspection and maintenance fees (inspection, buoy replacement, and maintenance related activities) (\$12,000), Operator certificate renewal fees (\$2,000), and ELAP certification fees (\$2,500).

6199-Other Professional Services: Maintain this line item at \$1500. It reflects historic budget levels.

6201 – Telephone: Maintain at \$2000, it reflects historic budgeting levels.

6220 – Postage: No funds budgeted in this line item.

6231- Pager Service: Maintain this line item at \$0. Plant personnel have switched from a pager to a cell phone for after hours emergency notification.

6301-Electricity: Maintain this line item at \$120,000. This reflects expenditures in this line item over the last two fiscal years.

6302-Natural Gas: Maintain this line item at \$5,000. This reflects expenditures in this line item over the last two fiscal years and the reduced costs are the result of increased efficiency of the boilers that are run almost exclusively off the methane gas produced in the digesters.

6303- Water: Maintain this line item at \$7500. This reflects expenditures in this line item over the last two fiscal years.

6305 – Disposal: Maintain this line item at \$600. Funds are for garbage disposal from the plant.

6307-Disposal of Sludge: Maintain this line item at \$12,500. Historic sludge disposal costs average approximately \$11,000. The additional funds are allocated for required sampling and analysis and any unforeseen contingencies.

6399 Other Utility: Decrease this line item to \$12,000 from \$14,000. Staff has seen a slight cost savings by altering the pick up schedule for grit. Funds for this line item are for grit disposal.

6401-General Liability: Provided by risk management.

6411-Property Damage Insurance: Provided by risk management.

6472- Other Insurance: Provided by risk management.

6473-Vehicle Insurance: Provided by risk management.

6499-Other Insurance Premiums: Provided by risk management.

6502- Shipping: Increase this line item to \$2,500 from \$1,000. Funds are used for shipment of equipment during repairs and maintenance and costs have risen as more equipment is shipped out for repairs.

6510 – Meetings: Maintain this line item at \$0. Funds in this line item are covered under 6125 professional development.

6514 – Travel Expense: Maintain at \$1500, it reflects historic budgeting levels and provides funding for travel while attending conferences, seminars, and training programs.

6519 – Association Membership: Increase this line item to \$500 from \$150, it reflects historic budgeting levels. Funding in this line item allows operations staff to be members of the California Water Environment Association.

6601-Outside Equipment Repair and Maint: Increase this line item to \$213,500 from \$110,000. Historically this line item has been budgeted at \$60,000. These funds allow for the repair and maintenance of equipment by contractors as required throughout the year. Staff has identified projects that are above and beyond the funds historically budgeted. The additional \$148,500 in funding is for the following projects. Purchase and installation of new distributor arms on Biofilter #2 (\$50,000), main utility breaker retrofit and reconditioning (\$11,000), rebuilding of one 3(w) pump (\$12,500), electrical evaluation of the main utility switchgear (\$30,000), and purchase and installation of electrical components (\$50,000). A more detailed description of the projects is contained in the projects section below.

6602 – O/S Structural: Maintain this line item at \$20,000. The funds are for temporary flood control measures at the existing plant. Funds in this line item are also for building and facility maintenance by contractors.

6603 - O/S Ground:

6604 – O/S/ Vehicle: Maintain this line item at \$2,500. Funds in this line item are for the repair of the plants vehicles.

6810 – Equip Rental: Maintain this line item at \$2,500. Funds are for emergency rental equipment in the event of unforeseen circumstances.

7201 - Vehicle Acqui:

8510 – T/Gen Fund: Finance to provide.

8530 – T/Spec Rev: Finance to provide.

8710 – Loss on inv: Finance to provide.

8720 – Rent Dist: Finance to Provide

8721 – Payment O/A: Per finance.

8730 – Deprn: Finance to provide

8735 – Gain/Loss on assets: Finance to provide

Project Descriptions:

Purchase of parts for the rebuilding of a sludge pump: Line item 5504: Funds would be used for the purchase of parts for the rebuilding of a sludge pump. Funds were allocated in 12/13 that provided for one new rebuilt pump. The pumps will be rebuilt by plant staff. Estimated cost is \$10,000.

Main Utility Breaker Retrofit and Reconditioning: Line item 6601: Retrofitting is required as a mitigation measure for Arc Flash safety. Reconditioning is recommended every eight to ten years. Two of the three breakers were retrofit and reconditioned in FY 12/13. Estimated Cost is \$11,000.

Purchase of a new Return Activated Sludge Blower (RAS): Line item 5504: This would replace the one of the existing two RAS blowers currently in operation. This blower is approaching the end of its useful life. These units are a critical component of the secondary treatment system. Estimated cost is \$5,000.

Purchase and Installation of New Distributor Arms on Biofilter #2: Line item 6601: This project would be for the purchase and installation of new distributor arms on biofilter #2. After an

inspection and consultation by the manufacturer of the distributor arms, staff is recommending replacement of the distributor arms. They are badly corroded and have exceeded their useful life. These units are a critical component of the secondary treatment system. Estimated cost for this project is \$50,000.

Rebuild one 3(W) pump: Line item 6601: This project would complete the rebuilding project of the two 3(w) pumps currently in service at the plant, the 3(w) pumps are used for delivery of process water (effluent) for in plant uses. The other pump was rebuilt in FY12/13. Estimated cost is \$12,500.

Purchase and installation of electrical components: Line item 6601: This project would replace critical electrical components for vital plant equipment. Funding would be used to replace the headworks level control system (\$10,000) motor starters, contactors, and/or switches (\$30,000), and upgrades to the chlorine dosing system (\$10,000). Cost estimate for these tasks is \$50,000.

Electrical evaluation the main utility switchgear: Line Item 6601: This project would entail a preventative maintenance and testing procedures on the switchgear, breakers, and relays. This was a recommendation that arose from the Arc Flash study and discussions concerning preventative maintenance of the plants electrical system. Cost estimate for this project is \$30,000.

Agenda No. Item C-3

Date: June 13, 2013

STAFF REPORT

MORRO BAY-CAYUCOS J.P.A. WASTEWATER TREATMENT PLANT

To: Honorable Mayor and City Council, City of Morro Bay
Honorable President and Board of Directors, Cayucos Sanitary District

From: Bruce Keogh, Wastewater Division Manager

Date: June 6, 2013

Subject:

Discussion on Meeting Frequency for JPA Meetings Between the City and Sanitary District

Recommendation:

Following discussion and consideration of this item, the Council and Board provide direction to staff.

Fiscal Impact:

There is no fiscal impact at this time. The costs to hold a JPA meeting are approximately \$500. Costs can include the room rental, video taping the meeting, and refreshments. In addition there are costs associated with staff time and the effort and resources required to develop agendas, staff reports, and miscellaneous tasks associated with meeting preparations.

Summary:

At the May 9, JPA meeting there was discussion among the Council and District Board about the need to hold monthly JPA meetings. This item was raised, because the last two JPA meetings were very brief in nature, lasting approximately 30 minutes each. While the meeting agendas were informative in nature, no substantial decisions requiring the City and District were brought forth. This staff report is intended to provide background information and discussion about historical JPA meeting frequency.

Discussion:

The City and District operate the WWTP under the *Joint Powers Agreement for the Ownership, Operation and Maintenance of Wastewater Treatment Facilities (JPA)* dated 25 October, 1982. Page 10 of the JPA agreement states, “ *For this purpose, the Board of Directors of CAYUCOS and the City Council of Morro Bay shall regularly schedule joint meetings of their respective bodies at least quarterly to discuss and decide policy direction for the operation, repair and maintenance of the wastewater treatment plant and connected facilities.*” A copy of the JPA is available on the City website at the following link,

<http://camorrobay.civicplus.com/documents/9/39/JPA%20Agreement.PDF> . Historically

meetings have been held at least quarterly or as needed. During the past several years meetings have been held on a more frequent basis as the upgrade project was in a very active state. Staff has historically tried to agendaize meetings to either meet the quarterly meeting schedule outlined in the JPA or to bring forth important items that require City and District approval or direction. Examples would include budget adoption, decisions associated with permitting or upgrade related issues such as a Facilities Master Plan, Environmental review process, etc.

The JPA also states, “*Either Governing Body may call a special meeting of the governing bodies of CAYUCOS and MORRO BAY on two (2) days written notice.*” While special meetings have been held over the years, they have been extremely difficult to schedule due to the large number of people (both elected officials and staff) required to have a quorum and staff the meeting. Typically it has taken at least two weeks to schedule a special meeting.

While staff appreciates that JPA meetings are an important avenue for both receiving public comment and providing a forum for information pertaining to the planning and development of a new Water Reclamation Facility, they also recognize that JPA meetings are not the only conduit for informing the public on these matters. Development of the new WRF is a regular topic at both City Council and Sanitary District Board meetings. The City attempts to provide timely updated information on development of the new WRF on the City web site. In addition, there will also be public workshops and outreach associated with this on-going project that will provide knowledge and insight into the process.

Conclusion:

Following discussion and consideration of this item, the Council and Board provide direction to staff.