

# South County Regional Wastewater Authority

FY 2012 and FY 2013  
Operating Budget  
and  
FY 2012 – 2017  
Capital Improvement  
Budget

## Board of Directors

Bob Dillon, Chairman  
Larry Carr, Vice-Chairman  
Al Pinheiro  
Dion Bracco  
Gordon Siebert



Thomas J. Haglund, Authority Manager

**City of Gilroy**  
**Public Works Department**  
**Engineering Division - SCRWA**

838-0400, 839-2674, 840-0435 & 840-2666

**General Goals:**

Build, operate and maintain infrastructure required to deliver high quality wastewater treatment and reclamation services professionally and competitively to preserve the environment and ensure the health, safety and economic vitality of the region, and support the South County Regional Wastewater Authority (SCRWA) – a joint powers authority by and between the cities of Gilroy and Morgan Hill; focus on achieving excellent results and apply best practices to maximize infrastructure investment; be recognized as the industry leader; and strive for innovation and new technology that provides the best value for our customers.

**Specific Objectives:**

Manage the SCRWA facility through contract with CH2M Hill staying within all budgeted parameters.

Achieve 100% compliance with waste discharge requirements (WDR) issued by the California Regional Water Quality Control Board – Central Coast Region.

Achieve 100% compliance with all federal, state and local wastewater discharge limits for wastewater treatment, reclamation and river discharge as specified in the National Pollution Discharge Elimination System (NPDES) permit.

Achieve 100% compliance with permit-to-operate requirements issued by the Bay Area Air Quality Management District (BAAQMD).

Complete 95% of preventive maintenance work orders for the SCRWA facility.

Complete 100% of safety related work orders for the SCRWA facility.

Fully implement quality control (QC) and quality assurance (QA) measures for analytical laboratory to meet zero errors or no unacceptable findings for discharge monitoring requirement (DMR) and waste pollution (WP) study.

Complete the construction of the influent pump station (IPS) within budget and in conformance with all permits by June 30, 2012.

Complete design of the treatment capacity expansion project by December 31, 2012.

Complete construction of the reclamation generator within budget and in conformance with all permits by June 30, 2012.

Complete the design of the west generators by June 30, 2013.

Complete construction of the river outfall structure within budget and in conformance with all permits by December 31, 2011.

**Performance & Benchmarking Measures:**

	Actuals FY 10	Budget FY 11 Adopted	Budget FY 11 Amended	Budget FY 12	Budget FY 13
Millions of gallons of wastewater treated	2,356	2,800	2,400	2,500	2,600
Millions of gallons of recycled water produced	574	715	600	625	650
Percent on-time reporting for state non-compliance violations	100%	100%	100%	100%	100%
Percent compliance with NPDES permit requirements	100%	100%	100%	100%	100%
Percent compliance with BAAQMD permit requirements	100%	100%	100%	100%	100%
Percent of preventive maintenance work orders completed	99%	95%	97%	95%	95%
Percent of safety related work orders completed	100%	100%	100%	100%	100%
Percent of plant expansion designed	25%	N/A	35%	50%	100%

**City of Gilroy  
Public Works Department  
SCRWA Debt Service**

838-0400

<b>Revenues by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
3715 - OTHER INTEREST	179,008	253,740	253,740	10	10
<b>3700 - USE OF MONEY &amp; PROPERTY:</b>	<b>179,008</b>	<b>253,740</b>	<b>253,740</b>	<b>10</b>	<b>10</b>
3840 - GILROY REIMBURSEMENT	1,940,026	2,432,092	2,432,092	-	-
3845 - CONTRA-GILROY REIMB	(1,395,000)	-	-	-	-
3850 - MORGAN HILL REIMBURSEMENT	1,791,741	1,703,849	1,703,849	1,794,506	1,790,925
3855 - CONTRA-MORGAN HILL REIMB	(1,085,000)	-	-	-	-
3870 - AMORTIZED PREMIUM-M.H.	10,444	-	-	-	-
<b>3800 - OTHER REVENUES:</b>	<b>1,262,211</b>	<b>4,135,941</b>	<b>4,135,941</b>	<b>1,794,506</b>	<b>1,790,925</b>
<b>TOT_REV -Total Revenue</b>	<b>1,441,219</b>	<b>4,389,681</b>	<b>4,389,681</b>	<b>1,794,516</b>	<b>1,790,935</b>

<b>Expenditures by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
4215 - CONTRACTUAL SERVICES	2,750	-	-	-	-
<b>4200 - MATERIALS AND SERVICES:</b>	<b>2,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4410 - INTERFUND TRANSFER OUT	1,022	-	-	-	-
<b>4400 - INTERFUND TRANSFERS:</b>	<b>1,022</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4503 - AMORTIZATION EXPENSE	112,848	-	-	-	-
4510 - DEBT REDEMPTION	2,211,630	2,575,000	2,575,000	1,155,000	1,190,000
4511 - DEBT INTEREST	1,671,140	1,814,681	794,535	639,516	600,935
4571 - REFUNDS/REIMBURSEMENTS	60,978	-	-	-	-
<b>4500 - OTHER CHARGES:</b>	<b>4,056,596</b>	<b>4,389,681</b>	<b>3,369,535</b>	<b>1,794,516</b>	<b>1,790,935</b>
<b>TOT_EXP - Total Expense</b>	<b>4,060,368</b>	<b>4,389,681</b>	<b>3,369,535</b>	<b>1,794,516</b>	<b>1,790,935</b>

**City of Gilroy  
Public Works Department  
SCRWA Construction**

839-2674

<b>Revenues by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
3850 - MORGAN HILL REIMBURSEMENT	278,008	4,834,494	4,834,494	1,478,800	412,673
3858 - SCVWD REIMBURSEMENT	-	-	-	160,000	-
<b>3800 - OTHER REVENUES:</b>	<b>278,008</b>	<b>4,834,494</b>	<b>4,834,494</b>	<b>1,638,800</b>	<b>412,673</b>
3910 - INTERFUND TRANSFER IN	385,493	6,703,678	6,703,678	2,050,555	572,227
<b>3900 - OTHER FINANCING SOURCES:</b>	<b>385,493</b>	<b>6,703,678</b>	<b>6,703,678</b>	<b>2,050,555</b>	<b>572,227</b>
<b>TOT_REV - Total Revenue</b>	<b>663,501</b>	<b>11,538,172</b>	<b>11,538,172</b>	<b>3,689,355</b>	<b>984,900</b>

<b>Expenditures by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
4320 - EQUIPMENT/FURNITURE	20,142	252,768	485,394	846,000	360,000
4325 - VEHICLES	24	-	172,000	-	-
4340 - IMPROVEMENTS	608,191	11,228,000	16,503,000	2,825,000	620,000
4399 - CONTRA CAPITAL OUTLAY	(465,322)	-	-	-	-
<b>4300 - CAPITAL OUTLAY:</b>	<b>163,035</b>	<b>11,480,768</b>	<b>17,160,394</b>	<b>3,671,000</b>	<b>980,000</b>
4410 - INTERFUND TRANSFER OUT	324,758				
<b>4400 - INTERFUND TRANSFERS:</b>	<b>324,758</b>				
4455 - OVERHEAD CHARGES	3,146	57,404	57,404	18,355	4,900
<b>4450 - INTERFUND CHARGES/ALLOCATIONS:</b>	<b>3,146</b>	<b>57,404</b>	<b>57,404</b>	<b>18,355</b>	<b>4,900</b>
<b>TOT_EXP - Total Expense</b>	<b>490,940</b>	<b>11,538,172</b>	<b>17,217,798</b>	<b>3,689,355</b>	<b>984,900</b>

**City of Gilroy  
Public Works Department  
SCRWA Administration**

840-0435

<b>Expenditures by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
4204 - INSURANCE CHARGES	36,849	29,134	29,134	37,500	38,500
4205 - PROFESSIONAL SUPPORT	-	515	515	700	700
4211 - AUDIT SERVICES	12,898	13,221	13,221	12,898	12,898
4213 - LEGAL FEES	21,776	55,489	55,489	60,000	60,000
<b>4200 - MATERIALS AND SERVICES:</b>	<b>71,523</b>	<b>98,359</b>	<b>98,359</b>	<b>111,098</b>	<b>112,098</b>
4399 - CONTRA CAPITAL OUTLAY	(37,972)	-	-	-	-
<b>4300 - CAPITAL OUTLAY:</b>	<b>(37,972)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4455 - OVERHEAD CHARGES	362,602	387,440	387,440	418,894	418,894
4456 - LIABILITY INSURANCE CHRGS	37,726	35,399	35,399	36,275	36,275
<b>4450 - INTERFUND CHARGES/ALLOCATIONS:</b>	<b>400,328</b>	<b>422,839</b>	<b>422,839</b>	<b>455,169</b>	<b>455,169</b>
4505 - DEPRECIATION	2,342,425	250,000	250,000	250,000	250,000
<b>4500 - OTHER CHARGES:</b>	<b>2,342,425</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
<b>TOT_EXP - Total Expense</b>	<b>2,776,305</b>	<b>771,198</b>	<b>771,198</b>	<b>816,267</b>	<b>817,267</b>

**City of Gilroy  
Public Works Department  
SCRWA Operations**

840-2666

<b>Revenues by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
3610 - INSPECTIONS AND ANALYSIS	2,000	500	500	2,000	2,000
3620 - USER FEES	111,120	153,000	153,000	81,600	83,232
<b>3600 - CHARGES FOR SERVICES:</b>	<b>113,120</b>	<b>153,500</b>	<b>153,500</b>	<b>83,600</b>	<b>85,232</b>
3715 - OTHER INTEREST	30,011	60,000	60,000	24,000	24,000
3750 - RENTS,LEASES&CONCESSIONS	87,741	87,300	87,300	87,300	86,600
<b>3700 - USE OF MONEY &amp; PROPERTY:</b>	<b>117,751</b>	<b>147,300</b>	<b>147,300</b>	<b>111,300</b>	<b>110,600</b>
3850 - MORGAN HILL REIMBURSEMENT	2,697,581	3,299,507	3,299,507	3,530,234	3,776,505
3890 - MISC REVENUES	31,597	-	-	-	-
<b>3800 - OTHER REVENUES:</b>	<b>2,729,178</b>	<b>3,299,507</b>	<b>3,299,507</b>	<b>3,530,234</b>	<b>3,776,505</b>
3910 - INTERFUND TRANSFER IN	3,769,975	4,557,057	4,557,057	4,504,957	5,215,768
<b>3900 - OTHER FINANCING SOURCES:</b>	<b>3,769,975</b>	<b>4,557,057</b>	<b>4,557,057</b>	<b>4,504,957</b>	<b>5,215,768</b>
<b>TOT_REV -Total Revenue</b>	<b>6,730,025</b>	<b>8,157,364</b>	<b>8,157,364</b>	<b>8,230,091</b>	<b>9,188,105</b>

<b>Expenditures by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
4201 - UTILITIES	1,048,333	1,612,279	1,612,279	1,312,500	1,378,125
4215 - CONTRACTUAL SERVICES	3,857,859	4,864,713	4,969,596	4,326,928	4,541,519
4253 - SERVICE FEES	117,791	303,399	303,399	470,000	300,000
4256 - PERMITS	22,614	57,238	57,238	60,000	60,000
<b>4200 - MATERIALS AND SERVICES:</b>	<b>5,046,597</b>	<b>6,837,629</b>	<b>6,942,512</b>	<b>6,169,428</b>	<b>6,279,644</b>
4320 - EQUIPMENT/FURNITURE	-	56,303	83,400	738,000	1,581,045
4325 - VEHICLES	19,836	35,190	35,190	-	-
4300 - CAPITAL OUTLAY:	<b>19,836</b>	<b>91,493</b>	<b>118,590</b>	<b>738,000</b>	<b>1,581,045</b>
<b>4571 - REFUNDS/REIMBURSEMENTS</b>	<b>183,575</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>4500 - OTHER CHARGES:</b>	<b>183,575</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOT_EXP - Total Expense</b>	<b>5,250,008</b>	<b>6,929,122</b>	<b>7,061,102</b>	<b>6,907,428</b>	<b>7,860,689</b>

**City of Gilroy**

**Community Development Department**

840-2668

**B.L.E.S. Division - SCRWA Chemical Control - Pretreatment**

**General Goals:**

Operate a robust pre-treatment program in compliance with federal regulations to prevent the discharge or pass through of industrial pollutants that would upset or interfere with the operations of the wastewater treatment facility. Conduct industrial pre-treatment and permitting operations within the cities of Gilroy and Morgan Hill to ensure compliance with federal and state clean water statutes.

**Specific Objectives:**

Conduct at least two public education programs that highlight the importance of discharge prevention into the storm drain system by June 30th of each year.

Revise Sewer Use Ordinance to meet federal audit requirements regarding SCRWA's pre-treatment program by December 31, 2011.

Conduct pretreatment program sampling in conformance with permit requirements.

Conduct pretreatment program inspections of significant facilities annually.

Conduct pretreatment program inspections of non-significant facilities biannually.

Conduct pretreatment program related business license inspections and building and development plan reviews to identify industrial dischargers.

Respond, investigate and take pretreatment program enforcement as needed to illicit discharges of waste.

Implement 100% of the findings of the annual pretreatment program audit report.

<b>Performance &amp; Benchmarking Measures:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
Number of pretreatment samples taken	24	13	20	16	16
Number of pretreatment inspections of significant facilities	8	12	10	10	10
Number of non-significant facilities pretreatment inspections	89	200	150	200	200
Number of pretreatment related business license inspections and	150	200	200	200	200
Number of pretreatment enforcement responses	21	20	20	20	20
Percent of pre-treatment audit findings implemented	50%	100%	100%	100%	100%
Number of public education programs conducted	0	2	2	2	2

**City of Gilroy**  
**Public Works Department**  
**B.L.E.S. Division- SCRWA Chemical Control- Pretreatment**

840-2668

<b>Expenditures by Account:</b>	<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
4110 - SALARIES	305,750	313,275	314,611	346,249	347,467
4130 - OVERTIME	387	-	-	-	-
4160 - COMPENSATED ABSENCES	4,502	-	-	-	-
4171 - FRINGE BENEFITS	10,706	12,694	12,694	5,264	5,306
4172 - RETIREMENT (FULL TIME)	39,668	39,602	41,033	60,763	65,335
4174 - MEDICARE	4,443	4,543	4,563	5,021	5,039
4175 - HEALTH INSURANCE BENEFITS	28,200	29,355	31,501	32,053	33,657
4176 - LIFE INSURANCE BENEFITS	295	418	420	372	375
4177 - EMPLOYEE ASSISTANCE PROG	305	230	230	210	210
4178 - UNEMPLOYMENT INSURANCE	527	577	579	637	639
4179 - UNIFORM & TOOL ALLOWANCE	60	60	60	60	60
4182 - MISC DISABILITY INSURANCE	1,388	1,553	1,560	1,558	1,564
4183 - RETIREE MEDICAL	1,560	-	-	-	-
<b>4100 - PERSONNEL EXPENSE:</b>	<b>397,789</b>	<b>402,308</b>	<b>407,251</b>	<b>452,189</b>	<b>459,651</b>
4201 - UTILITIES	297	624	624	900	900
4203 - ADVERTISING-PUBLICITY	-	1,320	1,320	2,150	2,150
4205 - PROFESSIONAL SUPPORT	1,709	4,475	4,475	3,570	3,560
4221 - OFFICE/COMPUTER SUPPLIES	199	950	950	955	1,090
4231 - REPAIRS & MAINTENANCE	-	500	500	500	500
4251 - EQUIPMENT RENTAL	-	1,200	1,200	-	-
4253 - SERVICE FEES	9,058	16,000	16,000	11,100	11,900
4272 - OTHER UNIFORM CHARGES	1	257	257	255	270
<b>4200 - MATERIALS AND SERVICES:</b>	<b>11,265</b>	<b>25,326</b>	<b>25,326</b>	<b>19,430</b>	<b>20,370</b>
4320 - EQUIPMENT/FURNITURE	-	2,957	2,957	3,500	-
<b>4300 - CAPITAL OUTLAY:</b>	<b>-</b>	<b>2,957</b>	<b>2,957</b>	<b>3,500</b>	<b>-</b>
4451 - FLEET SERVICE CHARGE	9,734	10,516	10,516	14,631	14,851
4453 - FACILITY SERVICE CHARGE	10,207	10,235	10,235	13,166	11,789
4454 - INFO TECH SERVICE CHARGE	4,412	5,702	5,702	3,481	3,488
<b>4450 - INTERFUND CHARGES/ALLOCATIONS:</b>	<b>24,353</b>	<b>26,453</b>	<b>26,453</b>	<b>31,278</b>	<b>30,128</b>
<b>TOT_EXP - Total Expense</b>	<b>433,407</b>	<b>457,044</b>	<b>461,987</b>	<b>506,397</b>	<b>510,149</b>

<b>Actuals FY 10</b>	<b>Budget FY 11 Adopted</b>	<b>Budget FY 11 Amended</b>	<b>Budget FY 12</b>	<b>Budget FY 13</b>
--------------------------	-------------------------------------	-------------------------------------	-------------------------	-------------------------

**Personnel Summary:**

<b>Full-Time Positions</b>					
CHEM CONTROL SPEC II	2.40	2.40	2.40	2.40	2.40
DEPUTY FIRE MARSHAL	0.10	0.10	0.10	0.10	0.10
DEVELOPMENT CENTER MANAGER	0.10	0.10	0.10	-	-
COMMUNITY DEVELOPMENT DIRECTOR	-	-	-	0.10	0.10
FIRE MARSHAL	0.50	0.50	0.50	0.50	0.50
OFFICE ASSISTANT I/II	0.15	0.15	0.15	0.15	0.15
PERMIT TECHNICIAN	0.30	0.30	0.30	0.30	0.30
<b>TOTAL FULL-TIME POSITIONS</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>