

WASTEWATER COLLECTION ACTIVITY DESCRIPTION**(ES)****DESCRIPTION:**

This activity is responsible for the maintenance of 61 miles of wastewater collection system network in the City of Arcata. This activity provides comprehensive maintenance and rehabilitation of all main and service lateral sewer lines, clean-outs, and manholes.

PROGRAM CHANGES:

None

ACCOMPLISHMENTS:

1. City personnel were involved in repairing and unplugging numerous sewer main lines and laterals.
2. Installed numerous new sewer lines, property clean-outs, and service laterals.
3. Repaired numerous leaking lower sewer laterals.
4. Updated GIS database to reflect rehabilitated lines and completed new maps for sewer and water
5. Continued to provide wastewater collection and treatment system recommendations in 5-year Capital Improvement Program
6. Responded effectively to SSO's
7. Substantial completion of camera operations investigations for compliance with stipulated settlement agreement
8. Initial development of "Time of Sale" lateral replacement program.
9. Implemented Collector App for GIS Mapping System.
10. Implemented "Time of Sale" Sewer Lateral Test/Replacement ordinance.
11. Hydro-cleaned and performed video inspection of miles of sewer lines throughout the city.
12. Installed Bayside Rd. pressure sewer system.
13. Completed initial inflow/infiltration study.

GOALS:

1. Replacement and installation program for private sewer laterals and clean-outs in the Sunny Brae neighborhood to reduce inflow and infiltration and assist with short-term loans/grants
2. Investigate system efficiency improvements specifically Bayside and pump stations
3. Complete inflow/infiltration (I&I) proposal for sewer line rehabilitation.
4. Reduce inflow in West End Road and Aldergrove Road area
5. Obtain long-term funding (loans, bonds, grants) for city-wide I/I improvements.
6. Complete PS&E, bid and award the Downtown I & I Reduction Project.
7. Install small pressurized sewer system repairs to get 7 houses off of failing septic systems on old Bayside Rd.
8. Install fitting at lift stations for emergency pump connections.
9. Continue to update CIP with I&I reduction projects.
10. Continue sewer line routine maintenance for SSO reduction.
11. Continue to maintain pumping stations for reliable operations.

BUDGET OVERVIEW

APPROPRIATIONS	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Budget 2017-18
Personnel	510,323	464,602	570,967	635,224
Materials and Services	461,032	433,184	484,191	495,867
Debt Service/Lease Payments	187,227	142,759	148,300	148,600
Capital Outlay	152,779	74,638	231,000	7,303,065
Grant Programs	-0-	-0-	-0-	-0-
Gross Budget	1,311,361	1,115,183	1,434,458	8,582,756
Charges to Other Departments	-0-	-0-	-0-	-0-
Net Budget	1,311,361	1,115,183	1,434,458	8,582,756

FUNDING SOURCES (see descriptions in Revenue Section)

OPERATING:				
Wastewater Fund (662)	971,355	897,786	1,055,158	1,131,091
DEBT SERVICE:				
Wastewater Fund (662)	187,227	142,759	148,300	148,600
PROJECTS/CAPITAL OUTLAY:				
Wastewater Fund (662)	152,779	74,638	231,000	303,065
State Water Resources Control Board				7,000,000
Wastewater Fund Reserves (662)	-0-	-0-	-0-	-0-
	1,311,361	1,115,183	1,434,458	8,582,756

WASTEWATER COLLECTION**Activity #****65****PERSONNEL**

Account Number	DESCRIPTION	2017/18		
		Department Proposed	Manager Proposed	Council Approved
662-50-65-50100	REGULAR SALARIES	326,611	331,974	331,974
662-50-65-50200	OVERTIME WAGES	10,000	10,000	10,000
662-50-65-50300	PART-TIME AND TEMPORARY SALARIES	28,628	28,628	28,628
662-50-65-50990	EMPLOYEE BENEFITS	267,089	264,622	264,622
TOTALS		\$632,328	\$635,224	\$635,224

POSITION TITLES

Director of Environmental Svc	0.01	0.01	0.01
Dep.Director ES-Streets/Utilities	0.20	0.20	0.20
ES Supervisor-Utilities	0.17	0.17	0.17
ES Supervisor-Streets Vehicles	0.02	0.02	0.02
Parks/NR/Facilities Supervisor	0.05	0.05	0.05
SCADA Systems Manager	0.10	0.10	0.10
Environmental Compliance Officer	0.08	0.08	0.08
W/WW Plant Operator Supervisor	0.10	0.10	0.10
W/WW Operator (I & II)	0.40	0.40	0.40
Equipment Operator	0.31	0.31	0.31
Maintenance Crew Leader	0.29	0.29	0.29
Lead W/WW Maint Worker	0.70	0.70	0.70
Senior Maintenance Worker	0.38	0.38	0.38
Maintenance Worker	1.18	1.18	1.18
Senior Construction Specialist	0.06	0.06	0.06
Traffic Control Technician	0.02	0.02	0.02
Water Quality Technician	0.04	0.04	0.04
Water Meter Technician	0.25	0.25	0.25
GIS Coordinator	0.04	0.04	0.04
Property Manager/Contracts	0.05	0.05	0.05
City Engineer	0.15	0.15	0.15
Assistant City Engineer	0.25	0.25	0.25
Engineering Technician	0.55	0.55	0.55
Administrative Assistant	0.20	0.20	0.20
Secretary	0.24	0.24	0.24
Maintenance Trainee (Part-time)	0.18	0.18	0.18
Street Sweeper (Part-time)	0.07	0.07	0.07
W/WW Operator (Part-time)	0.05	0.05	0.05
Water Meter Reader (Part-time)	0.13	0.13	0.13
Engineer (Part-time)	0.23	0.23	0.23
GIS Technician (Part-time)	0.03	0.03	0.03
Total Full-time Equivalents	6.530	6.530	6.530

WASTEWATER COLLECTION**Activity #****65****MATERIALS AND SERVICES**

Account Number	DESCRIPTION	2017/18		
		Department Proposed	Manager Proposed	Council Approved
662-50-65-51200	COMMUNICATIONS	2,511	2,511	2,511
662-50-65-51400	TRAINING, CONFERENCES, AND MEETINGS	7,900	7,900	7,900
662-50-65-51500	CLOTHING AND PERSONAL EXPENSES	5,750	5,750	5,750
662-50-65-51600	MEMBERSHIPS AND DUES	550	550	550
	PROFESSIONAL SERVICES			
662-50-65-51720	Other Technical Services	2,500	2,500	2,500
662-50-65-51770	Other Professional Services	22,350	22,350	22,350
662-50-65-52000	INSURANCE	33,574	33,574	33,574
662-50-65-53800	CEMENT, SAND, GRAVEL, ASPHALT	18,000	18,000	18,000
662-50-65-53900	PIPES, VALVES AND FITTINGS	18,000	18,000	18,000
662-50-65-54200	OTHER DEPARTMENTAL SUPPLIES	7,000	7,000	7,000
662-50-65-54300	SMALL TOOLS	2,000	2,000	2,000
662-50-65-55300	EQUIPMENT MAINTENANCE	19,000	19,000	19,000
662-50-65-55500	CENTRAL GARAGE CHARGES	156,275	156,275	156,275
662-50-65-55600	EQUIPMENT RENTAL	5,000	5,000	5,000
662-50-65-55800	IT SERVICES & MAINTENANCE	5,667	5,667	5,667
662-50-65-55900	OVERHEAD	193,570	189,790	189,790
TOTALS		\$499,647	\$495,867	\$495,867

WASTEWATER COLLECTION**Activity #****65****DEBT SERVICE / LEASE PAYMENTS**

Account Number	DESCRIPTION	2017/18		
		Department Proposed	Manager Proposed	Council Approved
662-50-65-56102	RETIREMENT OF PRINCIPAL Refunded 1997 Revenue Bond	130,380	130,380	130,380
662-50-65-56202	INTEREST EXPENSE Refunded 1997 Revenue Bond	18,220	18,220	18,220
	TOTALS	\$148,600	\$148,600	\$148,600

Refunded
1997 Bonds
(82%)

Principal outstanding June 30, 2016	827,380
Principal to be paid 2016/17	130,380
Principal outstanding June 30, 2017	697,000
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Remaining interest payments	42,075
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WASTEWATER COLLECTION**Activity #****65****CAPITAL OUTLAY**

Account Number	DESCRIPTION	2017/18		
		Department Proposed	Manager Proposed	Council Approved
662-50-65-57500	UNDERGROUND FACILITIES Replacement of Sewer Laterals and Llines	7,265,000	7,263,065	7,263,065
662-50-65-57800	FURNITURE & EQUIPMENT	40,000	40,000	40,000
	TOTALS	\$7,305,000	\$7,303,065	\$7,303,065