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COUNTY SANITATION DISTRICT NO. 4 OF SANTA CLARA COUNTY

100 E. Sunnyoaks Ave.
P. O. Box 535
CAMPBELL, CALIFORNIA
Telephone FRanklin 8-0008

March 20, 1961

Board of Directors
County Sanitation District No. 4
of Santa Clara County, California

Re: Administration-General
Financing of District
Fiscal Year 1961-1962 Budget

Gentlemen:

I am submitting, herewith, the proposed budget for the operation of County Sanitation District No. 4 for the fiscal year 1961-62. The budget represents the appropriation requests from the business, engineering, and maintenance and operation, departments approved or modified by the District Manager.

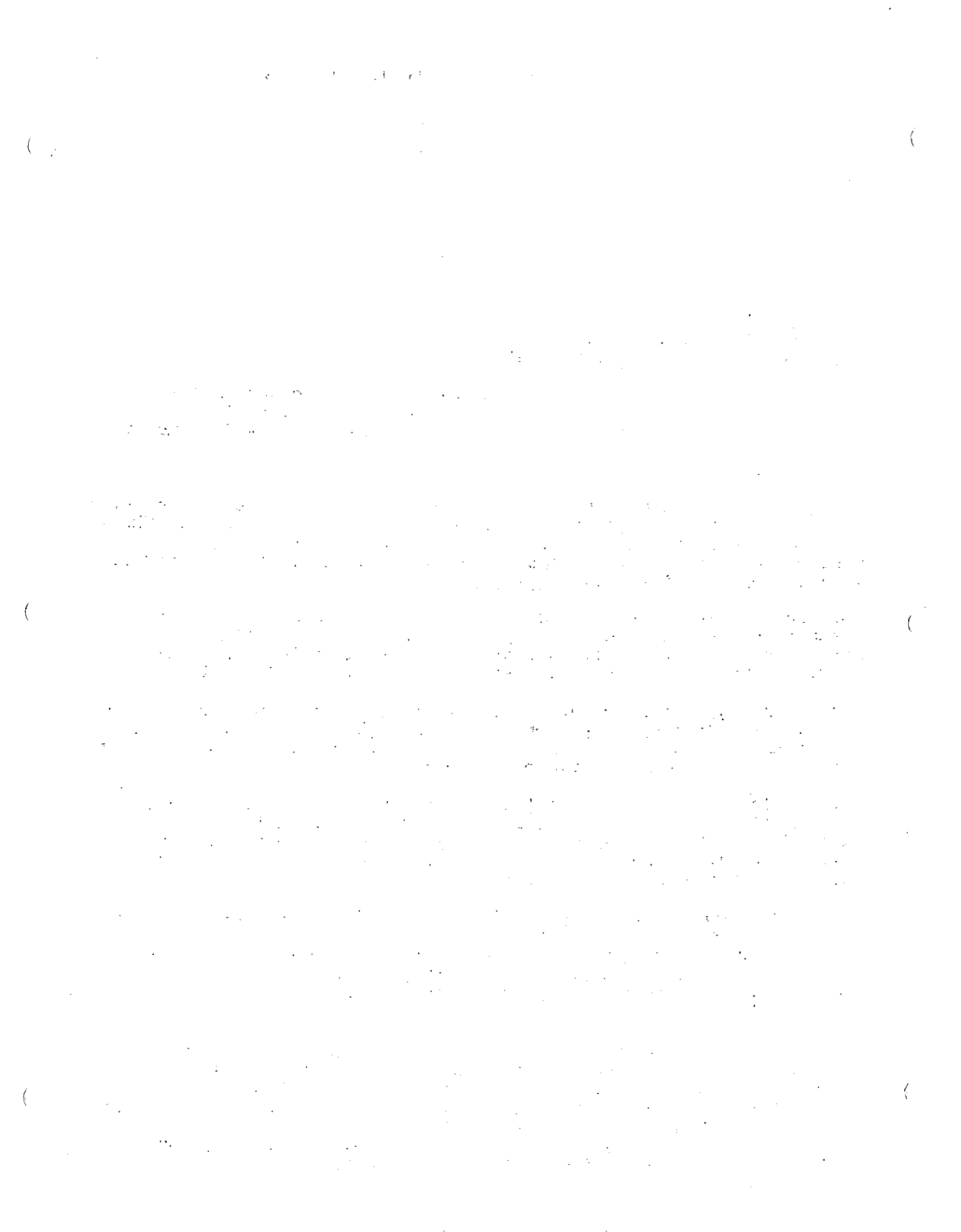
The proposed operating budget, combined with general obligation bond interest and redemption requirements, results in an estimated tax rate of 17.6 cents per 100 dollars. This estimated tax rate is equal to the average of all past tax rates levied by the District.

The District, in all probability, will have to hold an election for approval of general obligation bonds for either construction of its own sewage treatment-water reclamation plant or purchase of capacity in the San Jose-Santa Clara sewage treatment plant.

A study is now being made by the engineering department to determine the additional trunk sewerage requirements of the District. Completion of this study prior to bond election for sewage treatment would make it possible to have one election for both sewage treatment and additional trunk sewerage facilities.

It was decided to delay construction of the Saratoga Avenue and Campbell trunk sewer extensions until completion of the comprehensive trunk sewerage study in anticipation that the study might indicate different sizes or locations for the proposed sewer extensions. Therefore, the appropriations for these two trunk sewer extensions have been carried over to fiscal year 1961-62 budget.

A comparison of salaries paid District employees has been made with salaries paid by other public agencies and public utilities in the area. The survey indicates (see attached summary) that salary increases, other than in-grade increases, are not warranted at this time. However, these same agencies may increase salaries between now and July 1, 1961, and a resurvey should be considered prior to any final revision of the budget in August, 1961.



I have tabulated below the variances of the proposed budget from the fiscal year 1960-61 budget and the reasons for the variances. This table should assist you in your analysis of the proposed budget.

<u>BUDGET ACCOUNT</u>	<u>VARIATION FROM YEAR 1960-61 APPROPRIATION</u>		<u>REASONS FOR VARIATION</u>
Salaries and Wages	Up	\$12,392	<ol style="list-style-type: none"> 1. Reclassification of Senior Maintenance Man to Maintenance Leading Man. 2. Addition of Maintenance Man to offset increase in footage of sewers maintained. 3. Addition of Junior Typist Clerk to offset increase in clerical work. 4. Payment of "On Call Duty" compensation, starting July 1, 1961.
Election Expense	Up	\$14,000	Apparent need for bond election to finance sewage treatment facilities.
Refunds	Up	\$340	Increase in need to refund due to addition of sewer service charges to tax bill.
Directors' Fees and Expenses		None	
Advertising		None	
Office Supplies and Rental Expense	Up	\$1,570	<ol style="list-style-type: none"> 1. Normal, approximate 10 percent, increase in District activities. 2. Extra printing and supplies for trunk sewer study.
Insurance	Up	\$590	<ol style="list-style-type: none"> 1. Higher premium for multiple liability policy. 2. Normal increases in other premiums.
Professional Services	Up	\$2,500	<ol style="list-style-type: none"> 1. Anticipated increase in legal services. 2. Increase in fees proposed by attorney.
Equipment and Plant Repair	Up	\$1,170	<ol style="list-style-type: none"> 1. Painting office building. 2. Expense of maintaining mobile radios reclassified to this account.
Maintenance Supplies and Expense	Up	\$870	Anticipated increase in maintenance activities due to increase in footage of sewers maintained.

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<u>BUDGET ACCOUNT</u>	<u>VARIATION FROM YEAR 1960-61 APPROPRIATION</u>		<u>REASONS FOR VARIATION</u>
Motor Vehicle Expenses	Up	\$140	Allowance for additional vehicle acquired fiscal year 1960-61.
City and County Fees	Down	\$1,300	Reflects anticipated decrease in sewer connections.
Utilities, Telephone and Radio	Down	\$410	Reclassification of radio maintenance to "Equipment and Plant Repair."
Payroll Taxes and Employee Insurance	Up	\$400	Additional payroll (see "Salaries and Wages").
Travel and Mileage	Up	\$280	Increase in conference attendance.
Sewage Treatment and Sewer Use Charge		None	
Sewer Construction	Up	\$112,960	<ol style="list-style-type: none"> 1. Carry-over of Saratoga Ave. and Campbell trunk sewer extensions construction to fiscal year 1961-62. 2. Proposed Winchester Road trunk sewer construction. 3. Addition of miscellaneous construction items.
Sewer Capacity Acquisition	Up	\$6,640	Increase in appropriation for acquisition of sewer capacity from City of San Jose.
Maintenance and Operation Equipment	Down	\$11,820	Purchase of expensive items during fiscal year 1960-61.
Engineering Equipment	Up	\$20	
Office Equipment	Up	\$2,270	<ol style="list-style-type: none"> 1. Equipment for proposed Junior Typist Clerk. 2. Air conditioning units for office building.
Buildings and Grounds	Up	\$470	Construction of storage building.

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions. This is essential for ensuring the integrity of the financial statements and for providing a clear audit trail. The records should be kept up-to-date and should be easily accessible to all relevant parties.

2. The second part of the document outlines the procedures for handling any discrepancies or errors that may arise. It is important to identify the cause of the error and to take appropriate steps to correct it. This may involve reviewing the original documents and consulting with the relevant staff members.

3. The third part of the document provides guidance on the frequency and timing of audits. Regular audits are necessary to ensure that the records are accurate and that any potential issues are identified and resolved in a timely manner. The frequency of audits should be determined based on the nature and complexity of the organization's operations.

4. The fourth part of the document discusses the role of the audit committee in overseeing the audit process. The committee should be responsible for ensuring that the audit is conducted in an independent and objective manner and that the findings are properly reported to the board of directors.

5. The fifth part of the document provides a summary of the key points discussed in the document and offers some final thoughts on the importance of maintaining accurate records and conducting regular audits.

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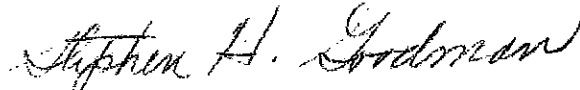
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15. The fifteenth part of the document provides a summary of the key points discussed in the document and offers some final thoughts on the importance of maintaining accurate records and conducting regular audits.

<u>BUDGET ACCOUNT</u>	<u>VARIATION FROM YEAR 1960-61 APPROPRIATION</u>	<u>REASONS FOR VARIATION</u>
Unappropriated Reserve	Down \$9,500	Reclassification of bond election expenses to "Election Expense."
General Reserve	Up \$46,900	Increase to stabilize estimated tax rate at 17.6 cents per \$100 and to prepare for future capital requirements.

The proposed budget for fiscal year 1961-62 will provide the means for County Sanitation District No. 4 to continue to provide its residents and property owners with adequate and good sanitary sewerage facilities and services for the next fiscal year, and provide for needed expansion of facilities for future growth, financed by a moderate tax rate.

Respectfully submitted by



Stephen H. Goodman
District Manager

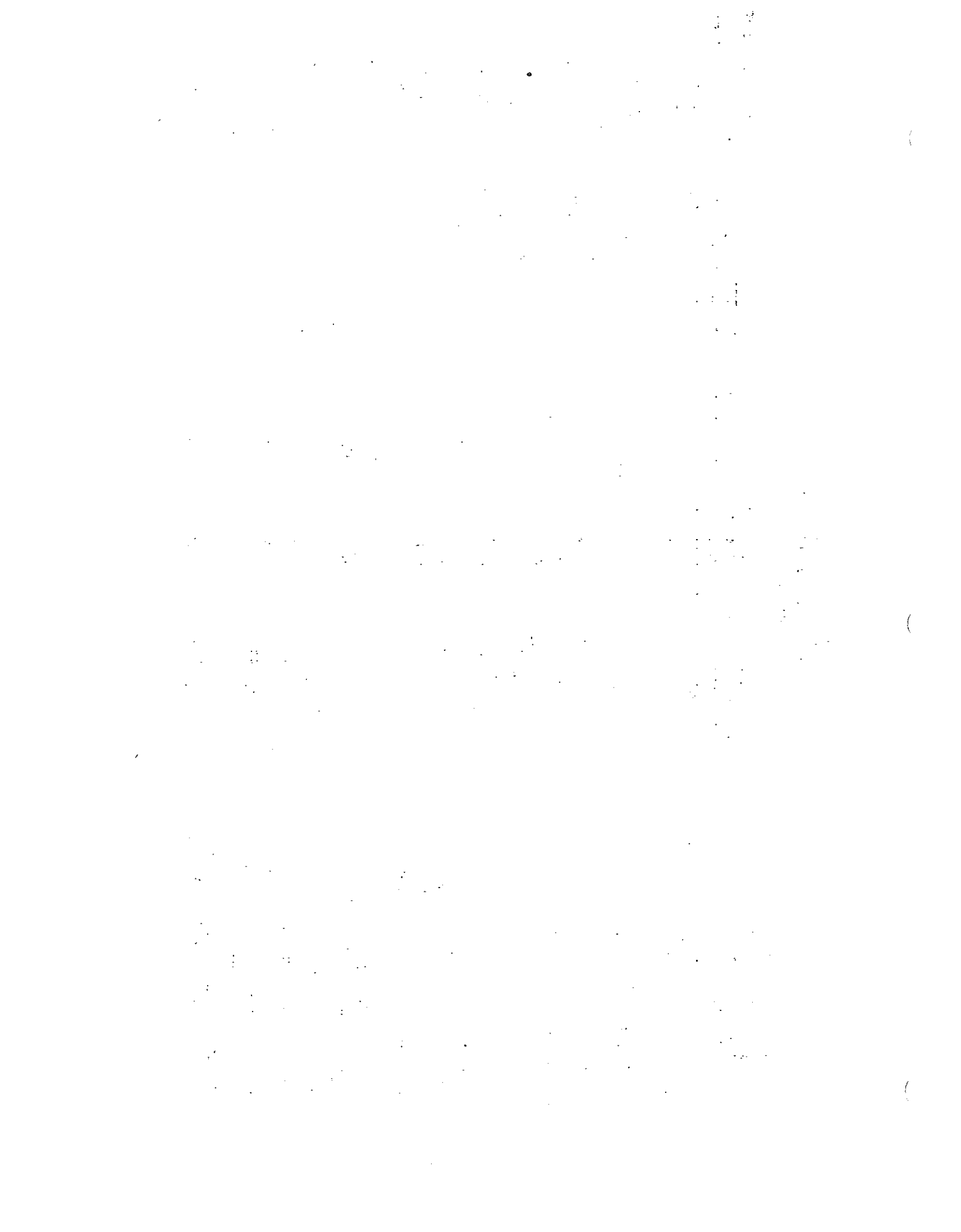
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SUMMARY OF WAGE SURVEY
MARCH, 1961

SALARY COMPARISON

Position	District Range		Utility Companies		Government		Prop. District Range
	Effec. Aug. 1960	1960	Number	Avg. Range	Number	Avg. Range	
Assistant Civil Engineer	581-707		1	594-728	5	606-741	581-707
Associate Map and Engineering Draftsman	478-581		1	445-500	4	473-578	478-581
Bookkeeper-Accountant	455-553		1	526-570	5	459-560	455-553
Business Manager	610-742		None	None	3	627-765	610-742
Cashier-Clerk	338-412		None	None	5	337-404	338-412
District Manager	818-994		None	None	4	945-1178	818-994
Intermediate Stenographer Clerk	338-412		None	None	6	344-418	338-412
Junior Civil Engineer	502-610		None	None	3	507-621	502-610
Maintenance Leading Man	433-527		None	None	5	441-548	433-527
Maintenance Man	355-433		1	402 Mo.	8	365-446	355-433
Senior Maintenance Man	392-478		1	405-433	5	388-474	392-478
Sewer Construction Inspector	502-610		None	None	6	505-613	502-610
Superintendent of Maintenance and Operation	527-641		None	None	4	535-660	527-641



PROPOSED BUDGET

COUNTY SANITATION DISTRICT NO. 4
OF SANTA CLARA COUNTY, CALIFORNIA

FISCAL YEAR 1961-1962

SUBMITTED BY:

STEPHEN H. GOODMAN

DISTRICT MANAGER

APPROVED BY BOARD OF DIRECTORS

With modifications noted:

Date: _____

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the specific procedures and protocols that must be followed to ensure that all records are properly maintained and updated. This includes regular audits and reviews to verify the accuracy of the data.

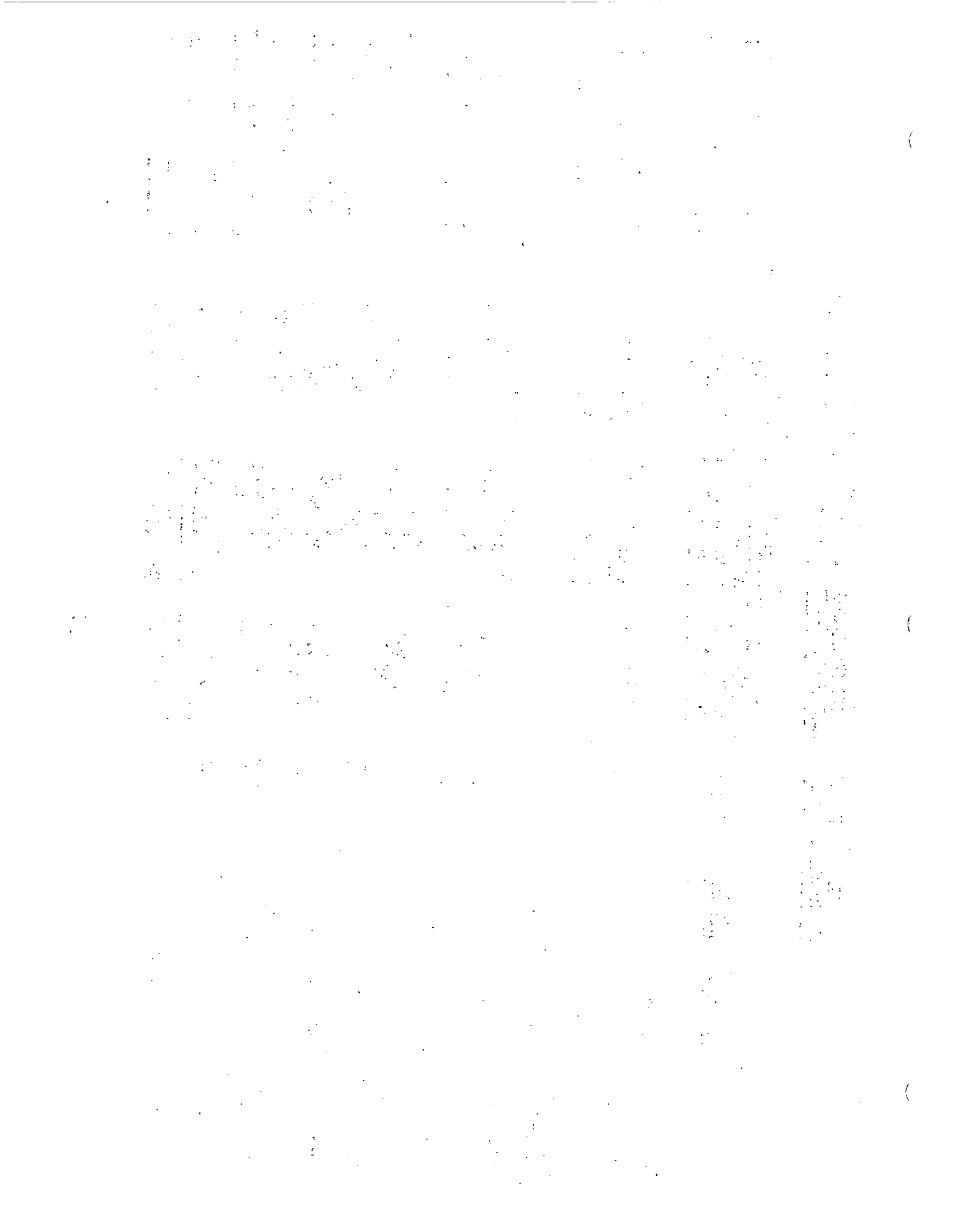
3. The third part of the document provides a detailed overview of the various systems and tools used to manage and store the organization's records. It describes how these systems are integrated and how they facilitate the efficient handling of information.

4. The final part of the document concludes by reiterating the commitment to high standards of record-keeping and the ongoing effort to improve the organization's information management practices. It encourages all staff members to take responsibility for the accuracy and integrity of the data they handle.

ACTUAL AND ESTIMATED EXPENDITURES FOR FISCAL YEAR 1960-61
AND SUMMARY OF PROPOSED FISCAL YEAR 1961-62 OPERATING BUDGET

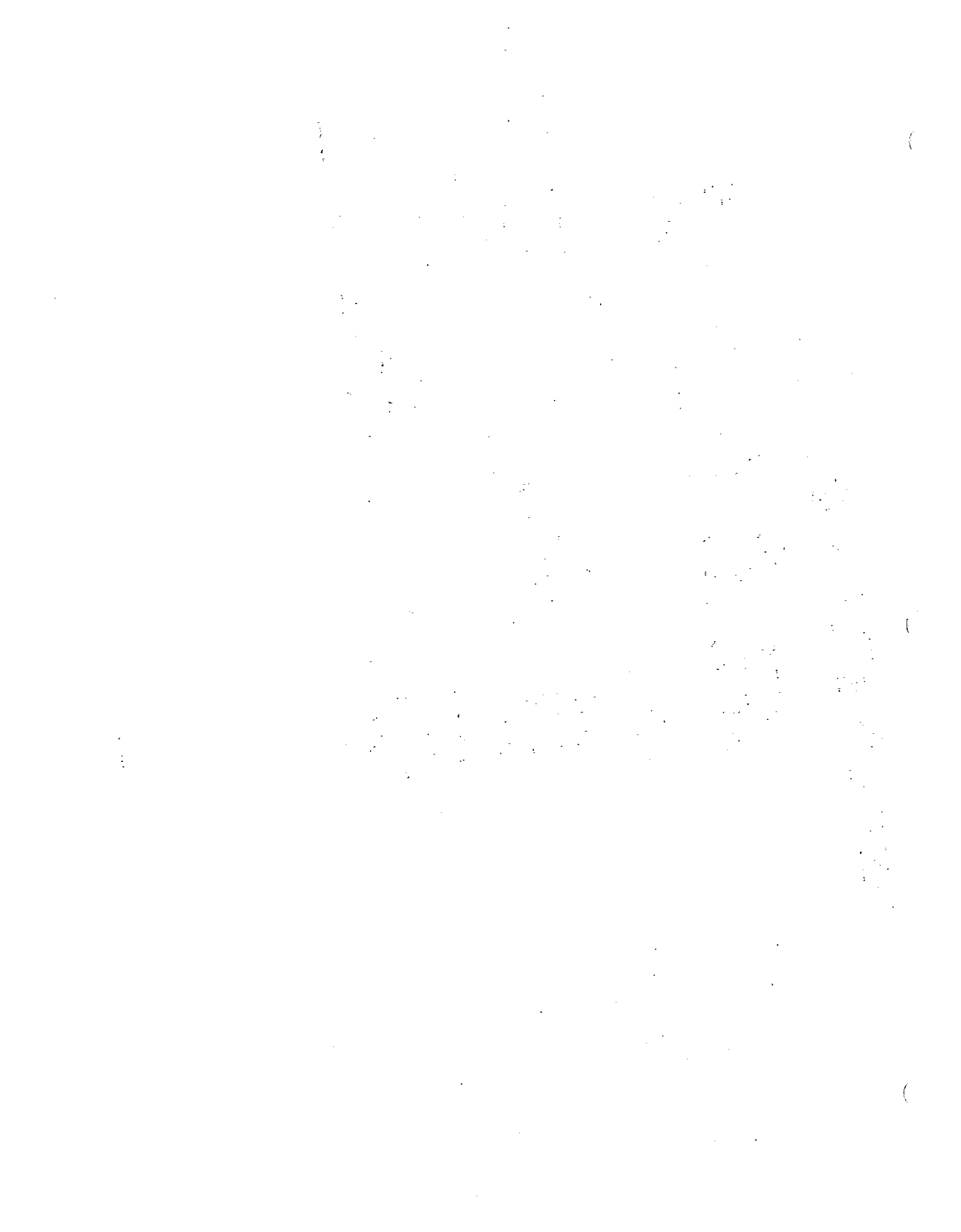
EXPENDITURE AMOUNTS

<u>EXPENDITURE CLASSIFICATION</u>	<u>ALLOWED FOR ACTUAL & EST. REQUESTED FOR ALLOWED BY DIRECTORS</u>			
	<u>YEAR ENDING</u> JUNE 30, 1961	<u>FOR YEAR END.</u> JUNE 30, 1961	<u>FOR YEAR ENDING</u> JUNE 30, 1962	<u>FOR YEAR ENDING</u> JUNE 30, 1962
<u>SALARIES AND WAGES</u>				
Salaries	\$ 99,668.00	\$ 98,000.00	\$112,060.00	\$
TOTAL SALARIES AND WAGES	\$ 99,668.00	\$ 98,000.00	\$112,060.00	\$
<u>MAINTENANCE AND OPERATION</u>				
Election Expense	None	\$ 1,569.00	\$ 14,000.00	\$
Refunds	\$ 660.00	1,005.00	1,000.00	
Directors' Fees and Expenses	4,300.00	4,398.00	4,300.00	
Advertising	1,010.00	795.00	1,010.00	
Office Supplies and Rental Expense	5,160.00	6,335.00	6,730.00	
Insurance	2,850.00	6,030.00	3,440.00	
Professional Services	7,100.00	17,500.00	9,600.00	
Equipment and Plant Repair	840.00	521.00	2,010.00	
Maintenance Supplies and Expense	5,910.00	3,444.00	6,780.00	
Motor Vehicle Expense	2,640.00	2,000.00	2,780.00	
City and County Fees	3,000.00	1,700.00	1,700.00	
Utilities, Telephone and Radio	3,340.00	3,146.00	2,930.00	
Payroll Taxes and Employee Ins.	4,840.00	5,000.00	5,240.00	
Travel and Mileage Expense	1,240.00	1,760.00	1,520.00	
Sewage Treatment and Sewer Use Charge	103,500.00	48,750.00	103,500.00	
TOTAL MAINTENANCE AND OPERATION	\$146,390.00	\$103,953.00	\$166,540.00	\$



ACTUAL AND ESTIMATED EXPENDITURES FOR FISCAL YEAR 1960-61
AND SUMMARY OF PROPOSED FISCAL YEAR 1961-62 OPERATING BUDGET

		<u>EXPENDITURE AMOUNTS</u>			
<u>EXPENDITURE CLASSIFICATION</u>		<u>ALLOWED FOR YEAR ENDING JUNE 30, 1961</u>	<u>ACTUAL & EST. FOR YEAR END. JUNE 30, 1961</u>	<u>REQUESTED FOR YEAR ENDING JUNE 30, 1962</u>	<u>ALLOWED BY DIRECTORS FOR YEAR ENDING JUNE 30, 1962</u>
<u>CAPITAL OUTLAY</u>					
	131 Sewer Construction	\$ 204,290.00	\$ 54,000.00	\$ 317,250.00	\$
	132 Sewer Capacity Acquisition	43,960.00	14,560.00	50,600.00	\$
	133 Maintenance and Operation Equipment	14,130.00	13,750.00	2,310.00	\$
	134 Engineering Equipment	2,150.00	150.00	2,170.00	\$
	136 Office Equipment	1,320.00	1,320.00	3,590.00	\$
	137 Buildings and Grounds	730.00	610.00	1,200.00	\$
	<u>TOTAL CAPITAL OUTLAY</u>	<u>\$ 266,580.00</u>	<u>\$ 84,390.00</u>	<u>\$ 377,120.00</u>	<u>\$</u>
	<u>UNAPPROPRIATED RESERVE</u>	\$ 39,500.00	Above	\$ 30,000.00	\$
	<u>GENERAL RESERVE</u>	\$ 45,000.00	None	\$ 91,900.00	\$
	<u>TOTAL BUDGET</u>	<u>\$ 597,138.00</u>	<u>\$ 286,343.00</u>	<u>\$ 777,620.00</u>	<u>\$</u>

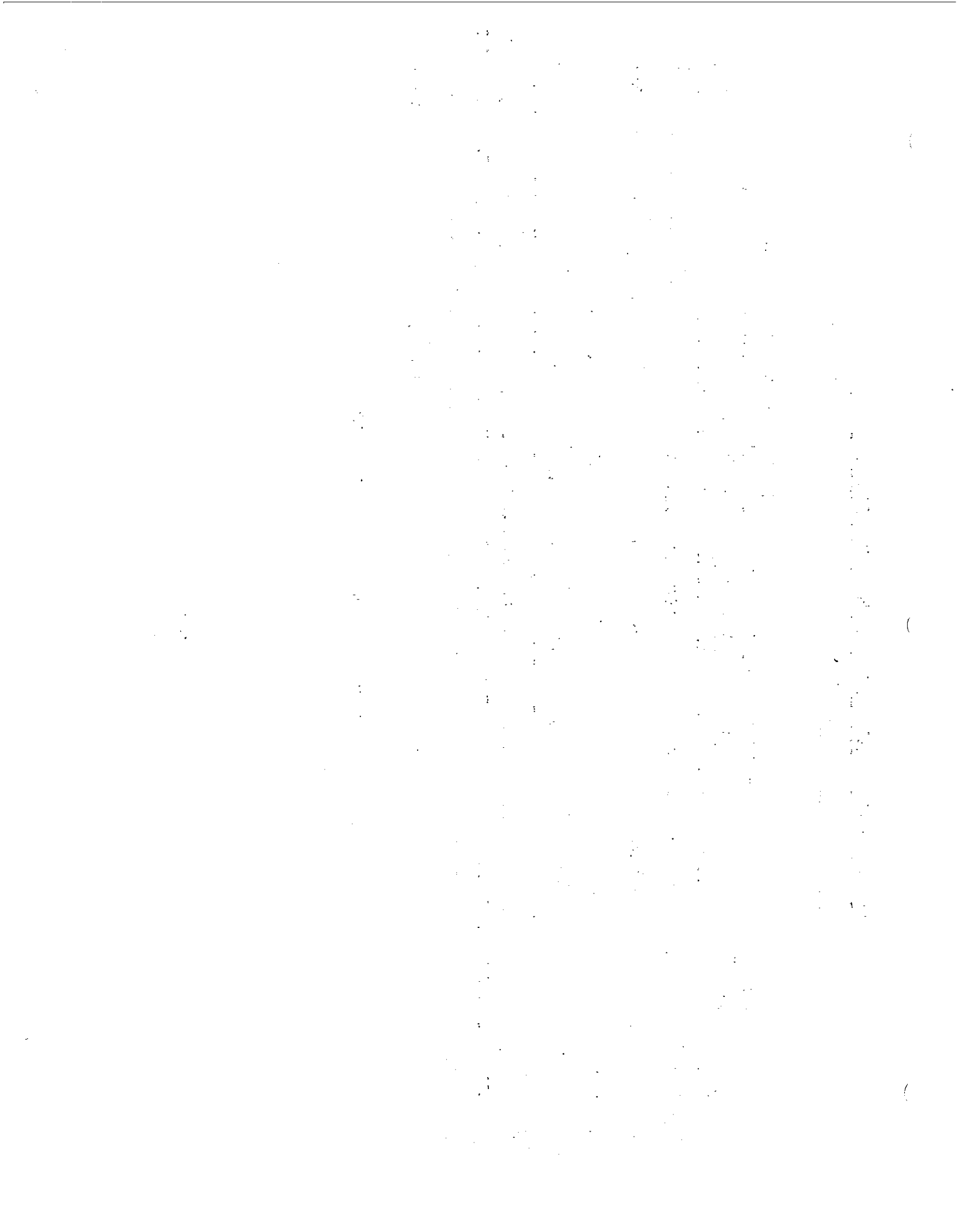


BONDED INDEBTEDNESS AND PAYMENTS FOR FISCAL YEAR 1961-62

<u>BOND ISSUE</u>	<u>ORIGINAL AMOUNT OF ISSUE</u>	<u>DATE ISSUED</u>	<u>EFFECTIVE INTEREST RATE</u>	<u>OUTSTANDING INDEBTEDNESS JULY 1, 1961</u>	<u>REDEMPTION & INTEREST DUE FISCAL YR. '61-62</u>	<u>RESERVE FOR FISCAL YR. '62-63</u>	<u>ESTIMATED BALANCE BOND FUND JULY 1, 1961</u>	<u>BALANCE TO BE RAISED BY TAXATION</u>
Series "A"	\$400,000.00	2-21-50	2.3247	\$ 323,000.00	\$19,175.00	\$ 3,437.50	\$ 3,587.50	\$19,025.00
Series "B"	400,000.00	8-8-50	1.9220	335,000.00	18,752.50	15,248.75	15,503.75	18,497.50
Series "C"	450,000.00	11-15-50	1.9504	385,000.00	19,512.50	3,651.25	3,756.25	19,407.50
Series "D"	300,000.00	1-1-56	3.1409	285,000.00	14,350.00	4,550.00	*34,185.20	None
TOTALS	\$1,550,000.00			\$1,328,000.00	\$71,790.00	\$26,887.50	\$57,032.70	\$56,930.00

Bond Fund #1 \$56,930.00
 Bond Fund #2 None

*Includes interest earned on investment of proceeds Series "D" Bonds.



SUMMARY OF PROPOSED MEANS FOR FINANCING DISTRICT
OPERATIONS FOR FISCAL YEAR 1961-62

OPERATING FUND BUDGET

	<u>Proposed</u>	<u>Allowed</u>
Total proposed budget appropriation	\$777,620.00	\$
Less:		
1. Estimated balance in Operating Fund as of June 30, 1961	391,267.00	
2. Estimated cash accruals during fiscal year 1961-62	<u>199,000.00</u>	
Estimated amount to be raised by taxation	\$187,353.00	
Estimated tax rate:		
1. Estimated assessed valuation for operating tax (see Exhibit "A")	\$130,000,000.00	
2. Allowance for delinquency, 2%		
3. Estimated tax rate per \$100.00 valuation ($\$187,350.00 \div \$130,000,000.00$)(1.02)(100.00)		\$0.147

BOND REDEMPTION AND INTEREST

Estimated tax rate for Bond Fund No. 1:		
1. Amount required for bond interest and redemption	\$56,930.00	
2. Estimated assessed valuation for Bond Fund No. 1 (see Exhibit "A")	\$203,000,000.00	
3. Allowance for delinquency, 2%		
4. Estimated tax rate per \$100.00 valuation ($\$56,930.00 \div 203,000,000.00$)(1.02)(100.00)		0.029
Estimated tax rate for Bond Fund No. 2:		<u>None</u>
TOTAL ESTIMATED TAX RATE (See Exhibit "B")		\$ 0.176

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DETAIL OF PROPOSED FISCAL YEAR 1961-62 BUDGET

SALARIES

Existing Employees

Assistant Civil Engineer	\$ 8,314.00
Associate Map and Engineering Draftsman	6,099.00
Bookkeeper-Accountant	5,928.00
Business Manager	8,904.00
Cashier Clerk and Secretary to Board of Directors	5,519.00
District Manager	11,881.00
Intermediate Stenographer Clerk	4,924.00
Junior Civil Engineer	6,454.00
Maintenance Leading Man	6,324.00
Maintenance Leading Man	6,324.00
Maintenance Man	4,685.00
Senior Maintenance Man	5,736.00
Sewer Construction Inspector	7,320.00
Superintendent of Maintenance and Operation	7,692.00

Reclassified Employee

Maintenance Leading Man	5,196.00
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New Employees

Maintenance Man	4,476.00
Junior Typist Clerk	3,684.00

Emergency Work Contingency

"On Call Duty" compensation	1,092.00
Overtime compensation	<u>1,508.00</u>

TOTAL SALARIES \$ 112,050.00

MAINTENANCE AND OPERATION

Bond Election Expense

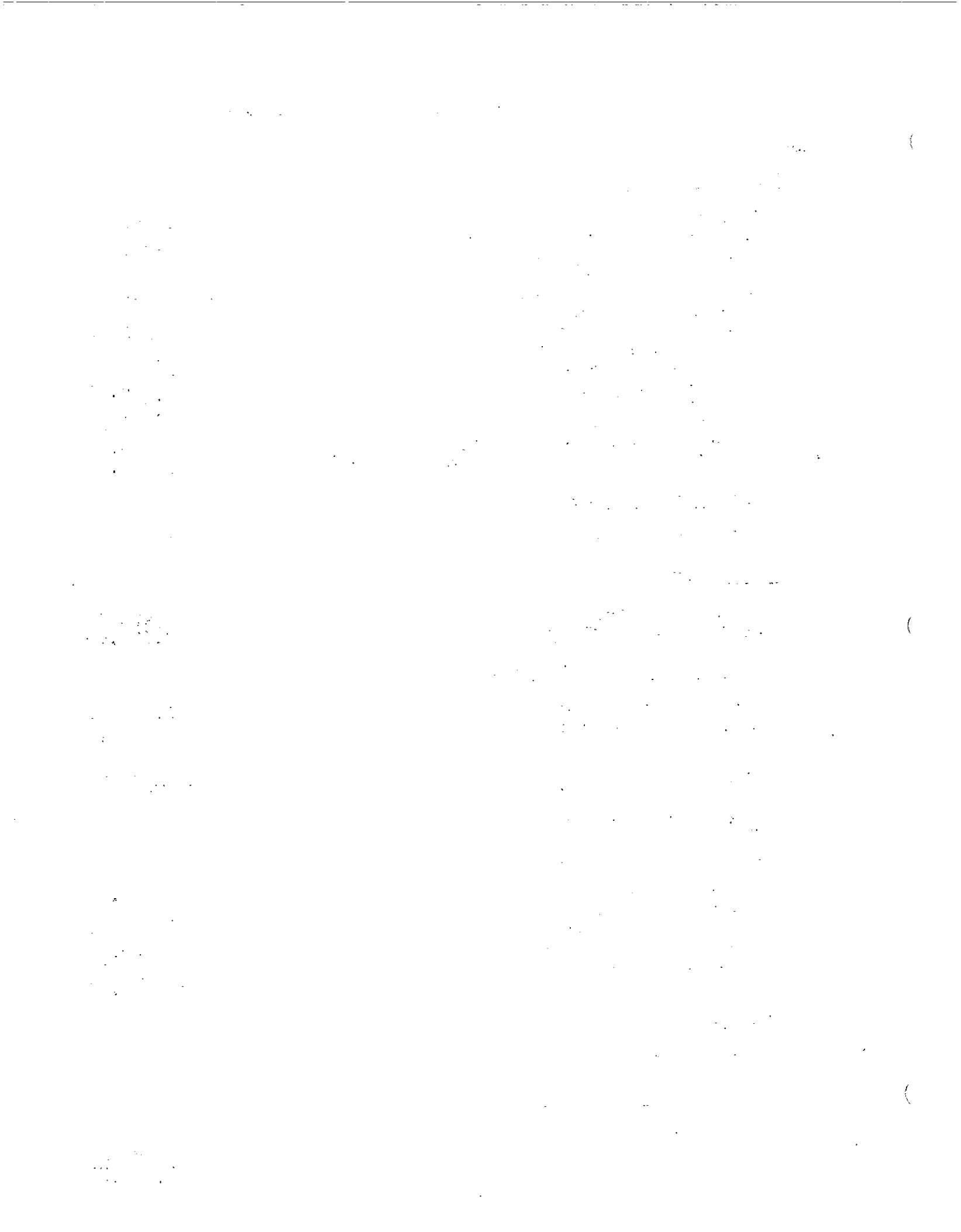
Election Expense	\$ 6,000.00
Education Expense	3,000.00
Engineering Services	1,500.00
Financial Services	1,000.00
Legal Services	<u>2,500.00</u>
Total	\$14,000.00

Refunds

Service Charges, Fees, etc.	\$ 1,000.00
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Directors' Fees and Expenses

Directors' Fees	\$ 4,200.00
Directors' Expenses	<u>100.00</u>
Total	4,300.00



Advertising

Legal Notices, etc. ₱ 1,010.00

Office Supplies and Rental Expense

Assessor's Maps	₱ 160.00
Blueprinting	1,000.00
Building Maintenance	1,020.00
Engineering	480.00
Office Equipment Rental and Maintenance	440.00
Photo-Copy Supplies	740.00
Postage	400.00
Printing	670.00
Other	1,820.00
Total	₱ 6,730.00

Insurance

Accounts Receivable	₱ 25.00
Building and Contents, Fire	185.00
Comprehensive Multiple Liability and Auto Damage	2,940.00
Equipment Floater	250.00
Valuable Papers	40.00
Total	₱ 3,440.00

Professional Services

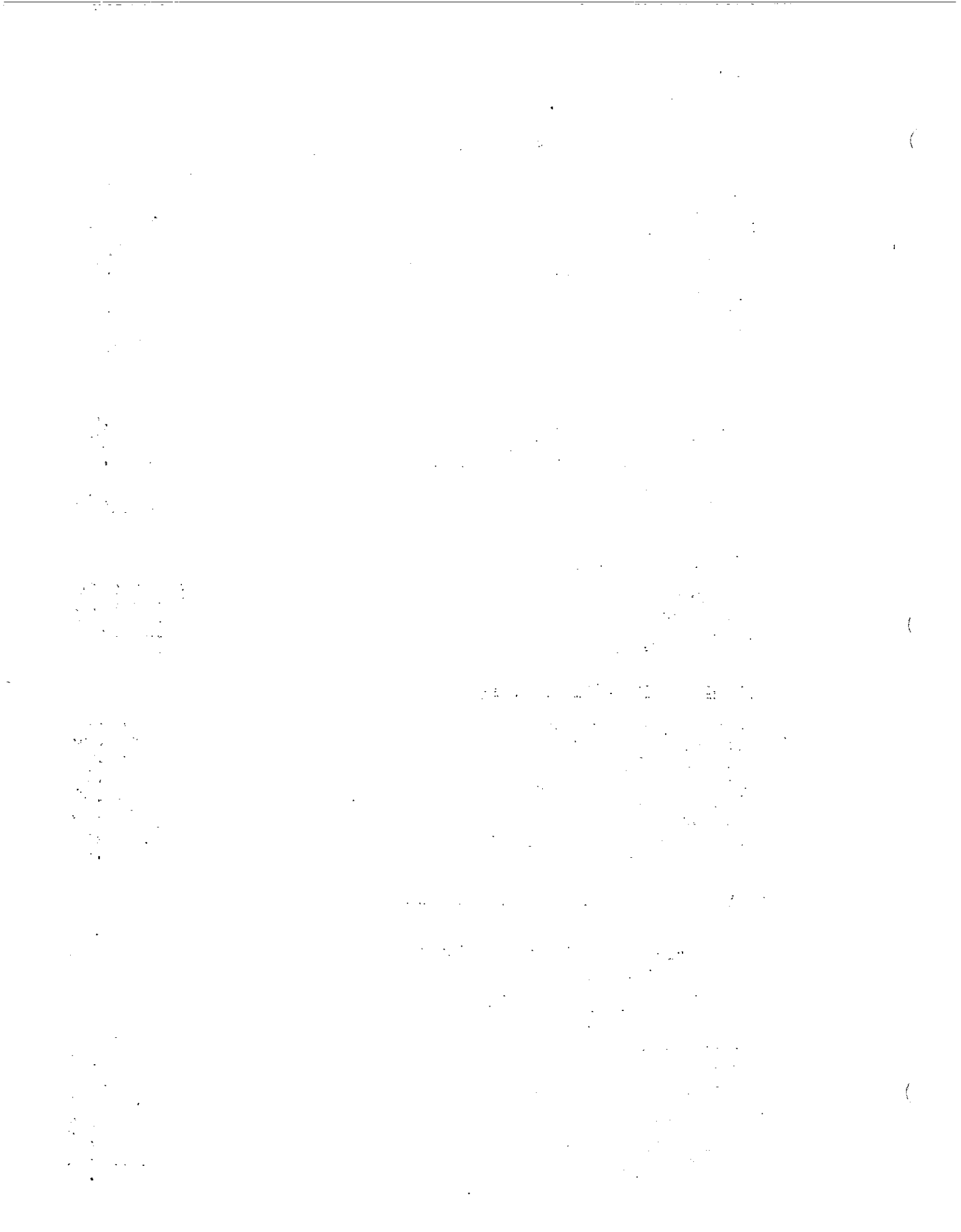
Accounting	₱ 600.00
Engineering	2,000.00
Legal	7,000.00
Total	₱ 9,600.00

Equipment and Plant Repair

Air Compressor and Tools	₱ 75.00
Buildings and Grounds	600.00
Portable Pumps	80.00
Portable Power Plant	25.00
Pump Stations	450.00
Radios	700.00
Sewer Cleaning Equipment	80.00
Total	₱ 2,010.00

Maintenance Supplies and Expense

Coverall Service	₱ 665.00 ✓
Electrical, Hardware and Lumber	600.00
Equipment Rental	300.00
Grease, Kerosene and Oil	75.00
Manhole Packing and Rope	300.00
Paving Materials	720.00
Rain Gear	100.00 ✓
Safety Supplies	100.00 ✓
Sand, Cement and Bricks	180.00
Sewer Chemicals	1,600.00
Sewer Inspection Balls	60.00
Sewer Pipe, etc.	2,000.00
Welding Supplies	80.00
Total	₱ 6,780.00



Motor Vehicle Supplies

Gasoline and Oil	\$ 850.00
Repairs and Service	1,500.00
Tires and Tubes	400.00
Other	30.00
Total	\$ 2,780.00

City and County Fees

City of Campbell Inspection Fees	\$ 510.00
County Inspection Fees	1,190.00
Total	\$ 1,700.00

Utilities, Telephone and Radio

Electricity, Office and Corporation Yard	\$ 475.00
Electricity, Sewage Pumping	500.00
Natural Gas	200.00
Radio Communication Service	180.00
Telephone Service	\$ 1,100.00
Trash Disposal	15.00
Water, Office and Corporation Yard	60.00
Water, Sewer Maintenance	400.00
Total	\$ 2,930.00

Payroll Taxes and Employee Insurance

Employee Compensation Insurance	\$ 1,400.00
Employee Hospitalization Insurance Contribution	1,400.00
O.A.S.I. Administration Assessment	30.00
O.A.S.I. Tax	2,410.00
Total	\$ 5,240.00

Travel and Mileage Expense

Assistant Civil Engineer	\$ 50.00
Associate Map and Engineering Draftsman	50.00
Bookkeeper-Accountant	120.00
Junior Civil Engineer	60.00
Sewer Construction Inspector	500.00
Other Mileage	100.00
Conferences and Dues	600.00
Local Section Dinners	40.00
Total	\$ 1,520.00

Sewage Treatment and Sewer Use Charge

Sewage Treatment	\$69,400.00
Sewer Use Charge	34,100.00
Total	\$103,500.00

TOTAL MAINTENANCE AND OPERATION \$166,540.00

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CAPITAL OUTLAY

Sewer Construction

Campbell Trunk Extension	\$ 57,320.00
Saratoga Avenue Trunk Extension	63,090.00
Winchester Road Trunk Extension	103,840.00
Trunk Sewer Extensions to Assessment Districts	33,000.00
Trunk Sewer Extensions to Developments	35,000.00
Other	<u>25,000.00</u>
Total	\$317,250.00

Sewer Capacity Acquisition

Saratoga Avenue Trunk Sewer, City of San Jose	\$ 20,600.00
Other City of San Jose Sewers	<u>30,000.00</u>
Total	\$ 50,600.00

Maintenance and Operation Equipment

Flasher Warning Lights	\$ 150.00
Flexible Sewer Rods and Tools	400.00
Hydraulic Vise	275.00
Road Oil Spray Tank	200.00
Rods, etc. for Coil Rodder	230.00
Rope Reels	100.00
Safety Equipment	325.00
Sewer Balls and Plugs	<u>630.00</u>
Total	\$ 2,310.00

Engineering Equipment

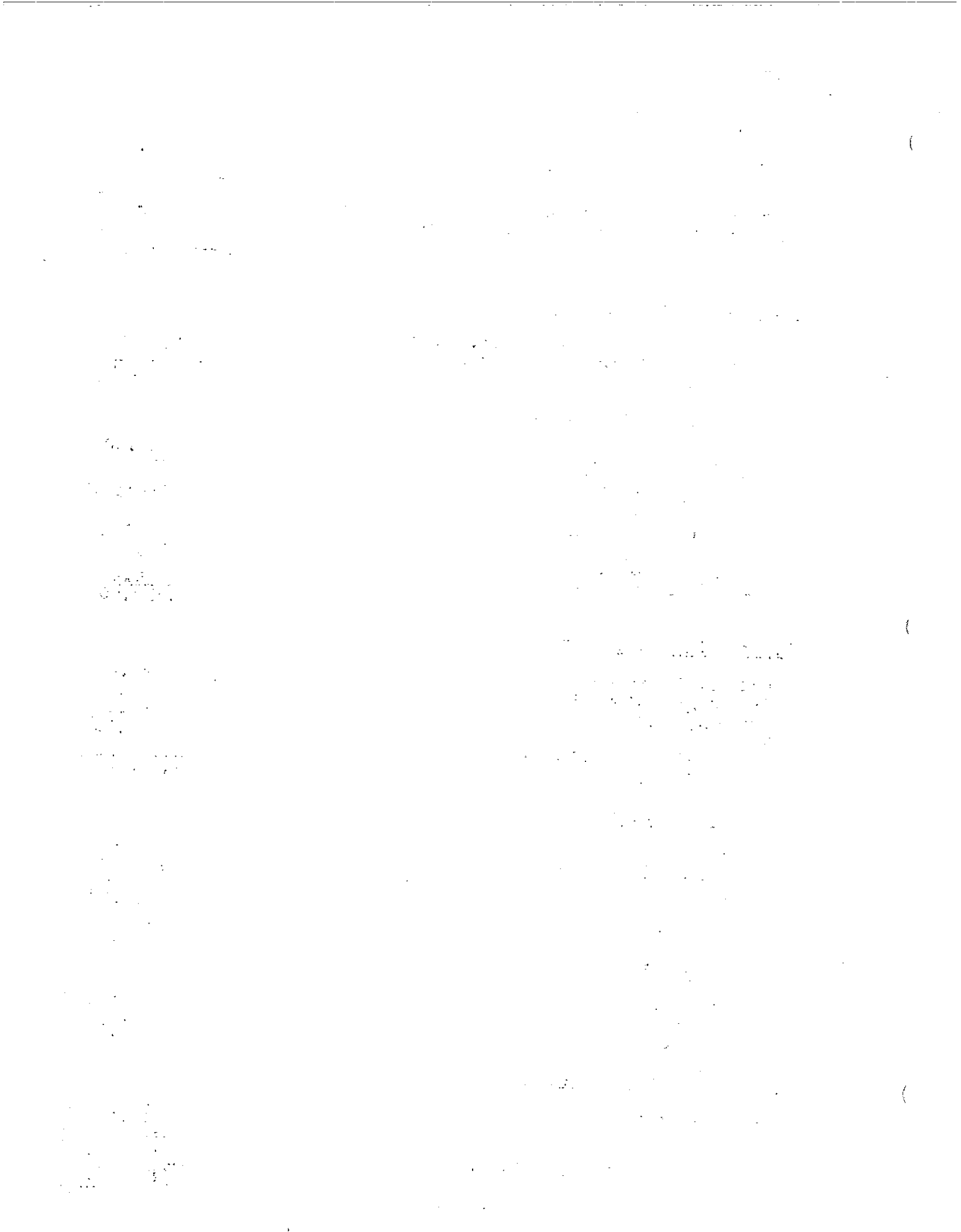
Code Book Binders	\$ 45.00
Drafting Equipment	45.00
Leveling Rod	50.00
Tapes	30.00
Infiltration Testing Equipment	<u>2,000.00</u>
Total	\$ 2,170.00

Office Equipment

Book Case	400.00
Air Conditioning Units	1,700.00
Chairs	170.00
Desk	300.00
File Cabinet	100.00
Lamp	30.00
Postage Meter	230.00
Shelf Roller	30.00
Typewriter	600.00
Venetian Blind	<u>30.00</u>
Total	\$ 3,590.00

Buildings and Grounds

Expansion of Business Office	\$ 200.00
Storage Building	<u>1,000.00</u>
Total	\$ 1,200.00
TOTAL CAPITAL OUTLAY	<u>\$ 377,120.00</u>



RESERVES

Unappropriated Reserve \$ 30,000.00

General Reserve

Sewage Treatment	\$ 32,040.00
Other	<u>59,860.00</u>
Total	\$ <u>91,900.00</u>



DETAIL OF ESTIMATED CASH ACCRUALS FOR FISCAL YEAR 1961-62

CONNECTION FEES

Main Trunk Sewers	\$	17,000.00
Sewer Extension Reimbursements		<u>11,000.00</u>
Total	\$	28,000.00

INSPECTION FEES

Lateral Sewer Inspection Fees	\$	5,000.00
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SEWER SERVICE CHARGES

City of Campbell	\$	9,200.00
City of San Jose		2,500.00
Town of Los Gatos		7,000.00
Individual Premises		<u>127,000.00</u>
Total	\$	145,700.00

JOB COMPENSATION AND EQUIPMENT RENTAL

Job Compensation and Equipment Rental	\$	11,000.00
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PLAN CHECKING FEES

Plan Checking Fees	\$	1,200.00
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OTHER INCOME

Interest on investments	\$	6,100.00
Other		<u>2,000.00</u>
Total	\$	8,100.00

TOTAL ESTIMATED CASH ACCRUALS	\$	<u>199,000.00</u>
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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author details the various methods used to collect and analyze the data. This includes both manual and automated processes. The goal is to ensure that the data is as accurate and reliable as possible.

The third part of the document focuses on the results of the analysis. It shows a clear upward trend in the data over the period studied. This indicates that the measures taken have had a positive impact on the overall performance.

Finally, the document concludes with a series of recommendations for future work. It suggests that further research should be conducted to explore the long-term effects of the current strategies. This will help to refine the approach and ensure continued success.

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DETAIL OF ESTIMATED BALANCE IN OPERATING FUND

June 30, 1961

OPERATING FUND INCOME

Balance in Fund, June 30, 1960	\$ 277,566.20
Actual & Estimated cash accruals to June 30, 1961	225,622.80
Actual & Estimated Tax Apportionments	<u>174,421.00</u>
Total Estimate of Funds Available	\$ 677,610.00

OPERATING FUND EXPENDITURES

Actual and estimated budget expenditures to June 30, 1961 (See Page 2)	\$ 286,343.00
Other Expenditures	<u>None</u>
Total Estimated Expenditures	\$ 286,343.00
TOTAL ESTIMATED CASH BALANCE IN FUND JUNE 30, 1961	<u><u>\$ 391,267.00</u></u>

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support informed decision-making.

3. The third part of the document focuses on the role of technology in modern data management. It discusses how advanced software solutions can streamline data collection, storage, and analysis, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data security and privacy. It stresses the importance of implementing robust security measures to protect sensitive information from unauthorized access and breaches.

5. The fifth part of the document concludes by summarizing the key findings and recommendations. It reiterates the importance of a data-driven approach and encourages the organization to continue investing in data management capabilities to stay competitive in the market.

ASSESSED VALUATION IN MILLIONS

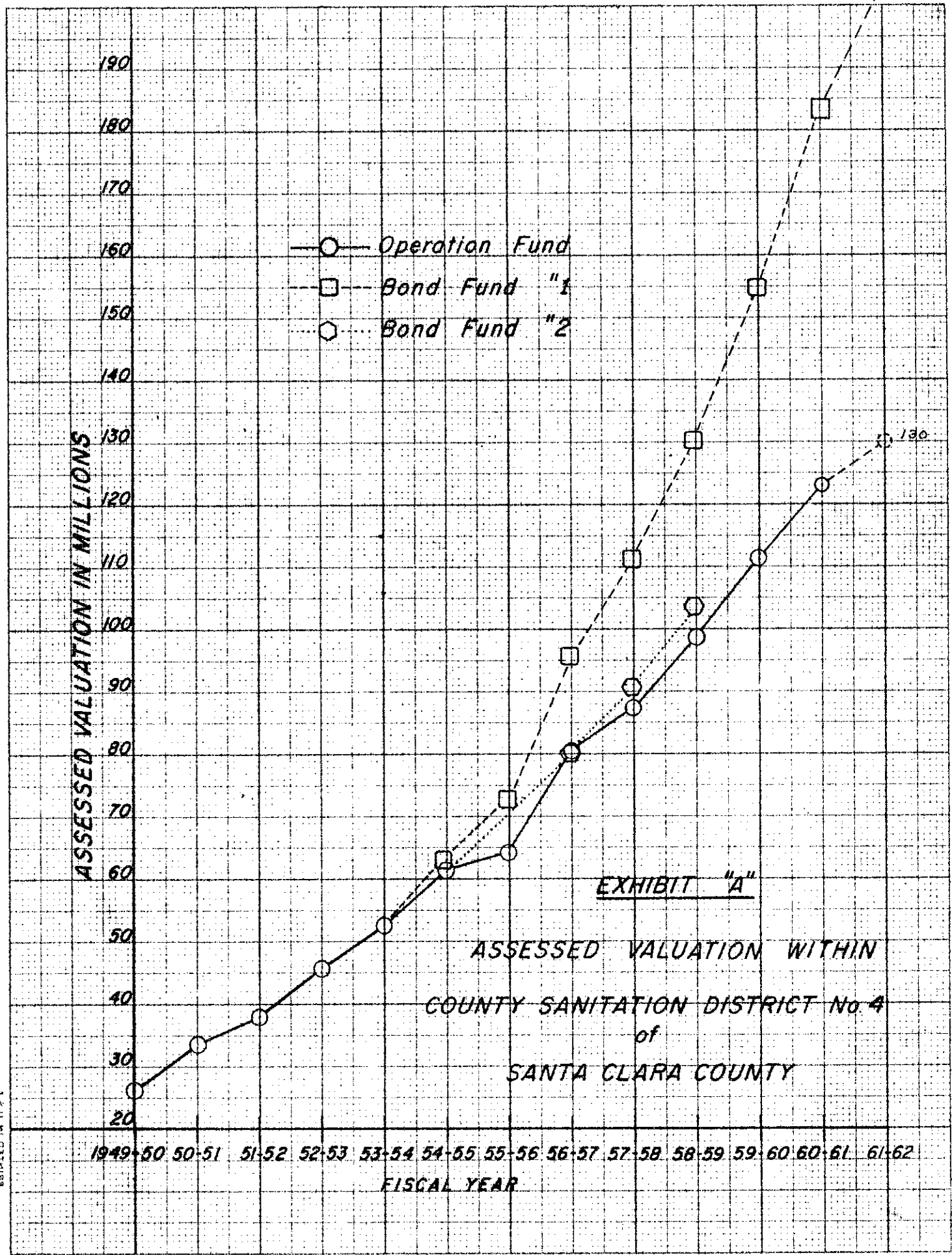
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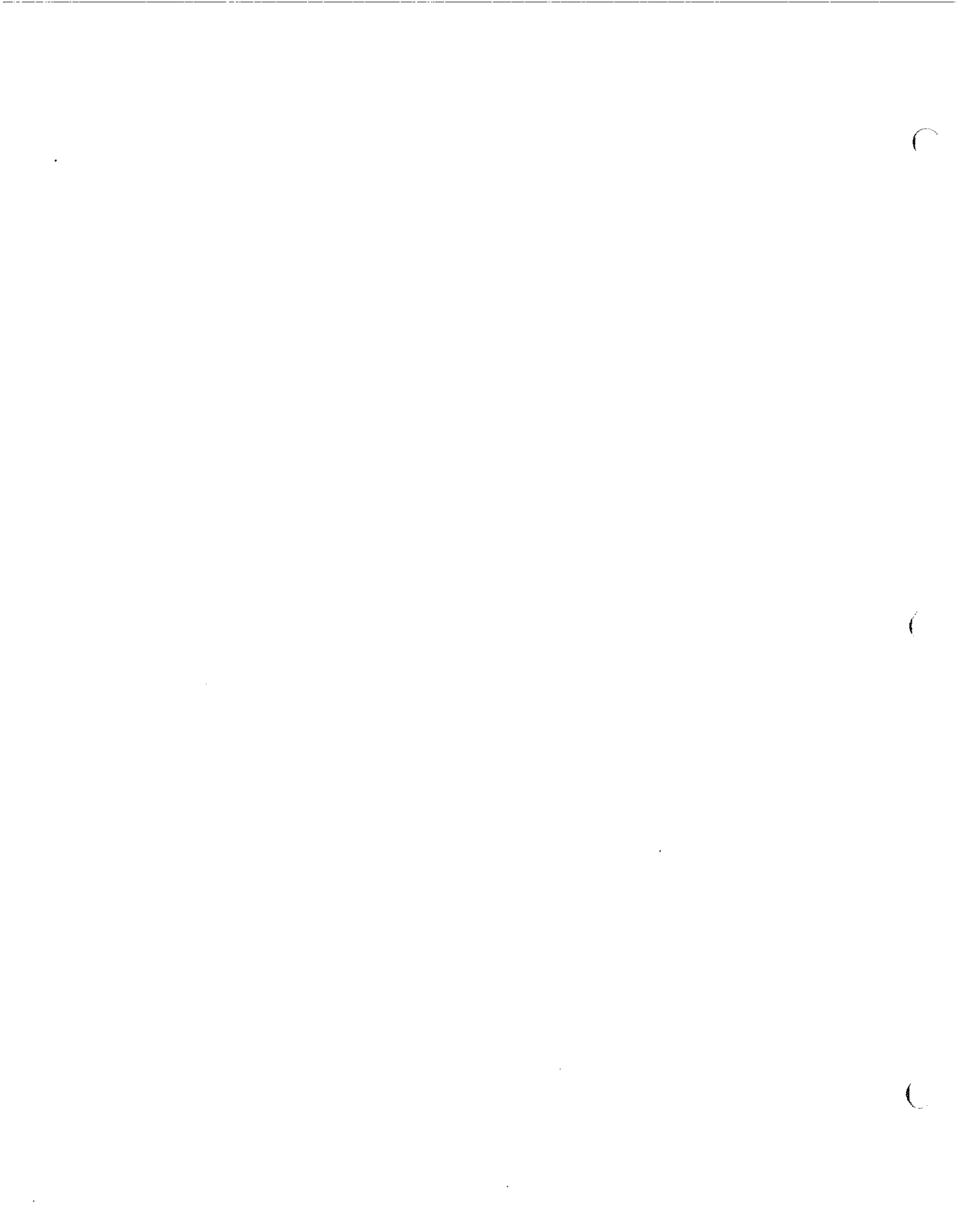
- Operation Fund
- Bond Fund "1"
- ...◇... Bond Fund "2"

1949-50 50-51 51-52 52-53 53-54 54-55 55-56 56-57 57-58 58-59 59-60 60-61 61-62

FISCAL YEAR

EXHIBIT "A"
ASSESSED VALUATION WITHIN
COUNTY SANITATION DISTRICT No. 4
of
SANTA CLARA COUNTY





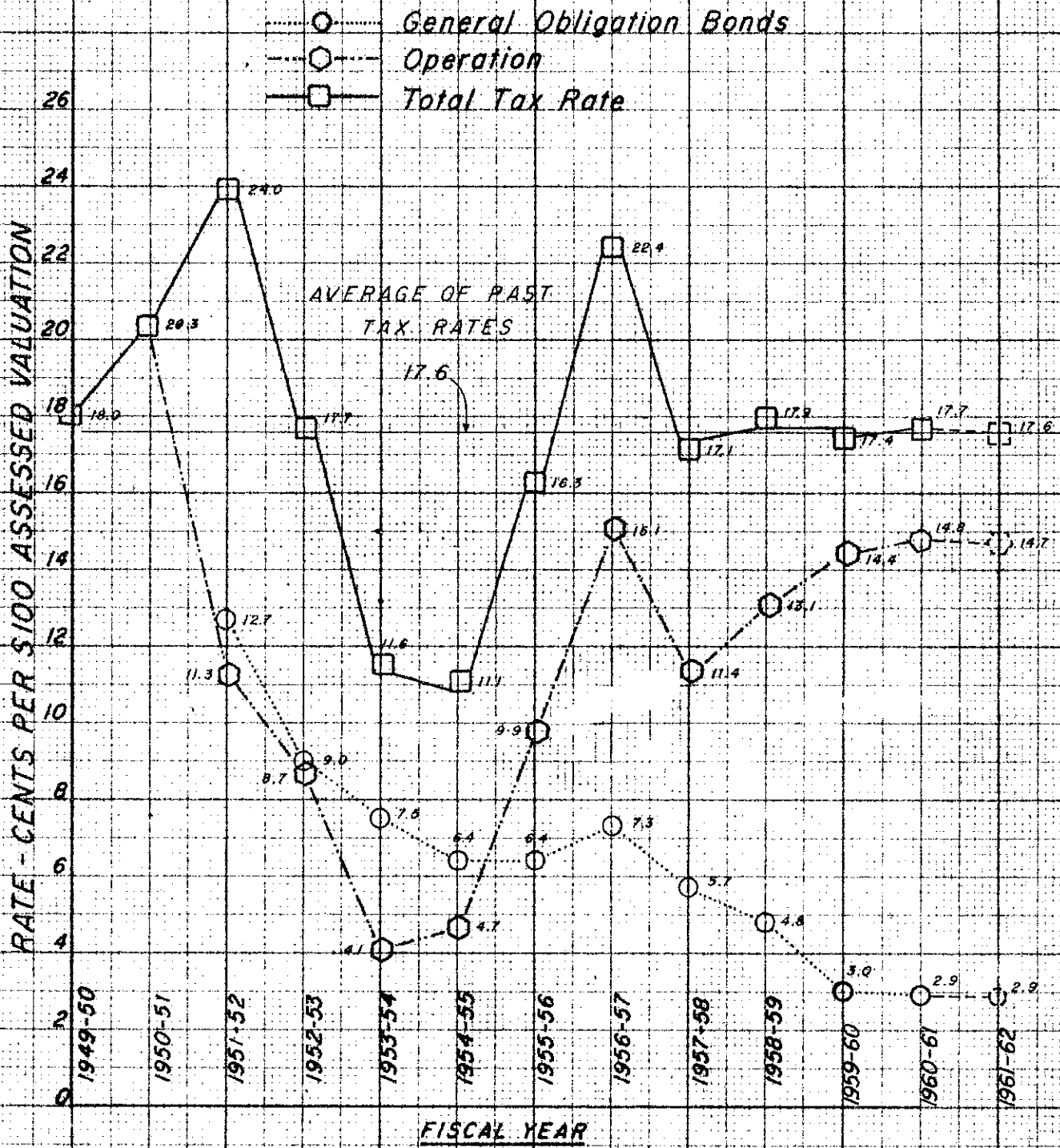


EXHIBIT "B"

TAX RATES PER \$100 ASSESSED VALUATION

COUNTY SANITATION DISTRICT No.4 of SANTA CLARA COUNTY

