



COUNTY OF SANTA CRUZ

081

Personnel Department Risk Management

701 OCEAN STREET, SUITE 310
SANTA CRUZ, CA 95060

TELEPHONE: (831) 454-2600
FAX: (831) 454-2245
TDD: (831) 454-2123

AGENDA: March 9, 1999

February 23, 1999

BOARD OF SUPERVISORS

County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

AUTHORIZE DISBURSEMENT OF INSURANCE PROCEEDS

Dear Members of the Board:

On April 22, 1998 the County experienced both property and extra expense damages as a result of an electrical accident caused by an independent contractor, Weaver Electric, Inc. Your Board has previously approved, in closed session, which was publicly reported, acceptance of \$280,999.68 from CNA, Weaver Electric's Insurance Company, for all outstanding property claim losses.

As the funds received from CNA were to reimburse the County and individual employees for losses sustained and expenses paid related to the accident, it is necessary to take action to disburse such funds to the appropriate parties based on timecards and claims previously submitted.

It is, therefore, RECOMMENDED that your Board:

1. Authorize the Auditor-Controller to reimburse paid leave accounts to employees for vacation hours used during the building closure; and to reimburse overtime worked and not previously paid as noted in Attachment B.
2. Authorize the Auditor-Controller to reimburse individual department salary budgets or the appropriate funds for monies paid in FY 1998-99 for costs incurred as noted in Attachment B.

Page Two

3. Authorize Risk Management to disburse funds to appropriate department, who will then make any necessary accounting transactions and authorize Risk Management to issue warrants/petty cash disbursements to individuals as noted in Attachment A.

Very truly yours,


Dania Torres Wong
Personnel Director

DTW:JM/jm

Attachments

cc: Auditor-Controller
County Counsel
General Services
Superior Court

APPROVED:


Pat Busch, Acting County Administrative Officer

Maintenance and Recovery costs:

| Vendor | Description of Services | Date of Invoice | Amount | Invoice # | Payee |
|---------------------------------------|---|------------------------|---------------|------------------|--------------------------------------|
| Central Electric | repairs to electrical service to 701 Ocean St. | 4-30-98 | 152,407.00 | #01439 | Central Electric-paid |
| Ream Construction & Disaster Cleaning | cleaning of 701 Ocean St. | 5-1 -98 | 16568.31 | #no number | Ream Const-paid |
| County-General Services Division | cleaning supplies for 701 Ocean St. | 5-1 -98 | 815.86 | #no number | GSD-paid |
| County-DPW/Sanitation | mobile lights | 5-1-98 | 3,476.35 | #no number | DPW/Sanitation |
| Safeway | flashlights and batteries | 4-23-98 | 67.94 | #728802 | GSD |
| Jack-In the-Box | food custodial staff | 4-26-98 | 32.43 | #no number | GSD |
| Bagelry | food custodial staff | 4-26-98 | 19.63 | #no number | Kellie Albert, GSD |
| Rebecca's Muffins | food | 4-23-98 | 26.80 | #no number | Ellen Lewis, County Counsel GSD |
| Montgomery Kone Inc | elevator inspection | 4-26-98 | 1,741.46 | #23966 | GSD |
| Risk Management | duplication of time cards | 5-1 4-98 | 107.20 | #29795 | Risk Management |
| Kinko's | color photo copies | 5-4-98 | 24.59 | #82342 | Risk Management |
| Electrical Short Generator 10001 | repair costs to electrical short Generator 10001 | 4-29-98 | 15,139.00 | #no number | GSD |
| Connie M. Sonico | Contractor-Court interpreter services scheduled for 4-22-98 | 5-1-98 | 94.83 | #no number | Connie M. Sonico |
| Cellular One | cell phone batteries | 4-23-98 | 68.04 | #39098A | Superior Court |
| Cellular One | cell phone & batteries | 4-23-98 | 288.79 | #39098B | GSD |
| Cellular One-Superior Court | telephone charges | 4-22/23-98 | 55.83 | #092607 | Superior Court |
| Cellular One-DA personal phone | telephone charges | 4-22/23-98 | 43.35 | #no number | Kate Canlis, District Attorney's Off |
| Cellular One-Personnel Dept | telephphone charges | 4-22/23-98 | 77.51 | #092607 | Risk Management |

| | | | | |
|-----------------------------------|---|----------------|---------------------|---|
| Kinko's | color photo copies | 4-26-98 | 26.73 #869929 | Risk Management |
| Kinko's | color photo copies | 4-26-98 | 17.82 #869986 | Risk Management |
| Misc County Counsel tupperware | food containers w/food | 4-22-98 | 5.00 #no number | Gerrie Foucheaux, County Counsel |
| Take 5 Cafe | cafeteria food and supplies | 5-6-98 | 1,336.21 #no number | Take 5 Cafe |
| Jan's Cake | Secretary's Day cake for DA's Office | 4-23-98 | 60.00 #137197 | Kate Canlis, District Attorney's Off |

Sub-Total 192,500.68

Reimbursements from Hartford Steam Boiler Inspection & Insurance Company

| <u>Date</u> | <u>Reason</u> | <u>Amount</u> |
|----------------|---|---------------|
| 4-22-98 | Advance Payment- to be used to pay Central Electric | 50,000.00 |
| 5-20-98 | Property Damage- to be used to pay Central Electric Ream Contstruction County GSD | 115,000.00 |

**COSTS INCURRED BY THE COUNTY OF SANTA CRUZ
AS A RESULT OF FIRE INCIDENT
APRIL 22, 1998 - APRIL 26, 1998**

| | Worked to Restore Building | Overtime | Paid Lost Productivity | Paid Vacation | TOTAL |
|-------------------|---------------------------------------|-----------------|---------------------------------------|--------------------------|------------------|
| ASSESSOR | \$0 | \$0 | \$11,137 | \$2,254 | \$13,391 |
| AUDITOR | \$280 | \$178 | \$7,138 | \$1,535 | \$9,131 |
| BOARD | \$247 | \$204 | \$1,139 | \$86 | \$1,676 |
| COMMISSION | \$0 | \$0 | \$216 | \$0 | \$216 |
| CAO | \$3,614 | \$10,588 | \$730 | \$91 | \$15,023 |
| CLWBOARD | \$16 | \$0 | \$1,647 | \$300 | \$1,963 |
| CO CLK-ELECTIONS | 0 | \$0 | \$1,914 | \$377 | \$2,291 |
| CO CLK-RECORDER | 0 | \$0 | \$2,383 | \$360 | \$2,743 |
| COUNTY COUNSEL | \$4,195 | \$1,065 | \$7,094 | \$441 | \$12,795 |
| DISTRICT ATTORNEY | \$0 | \$0 | \$21,110 | \$2,237 | \$23,347 |
| HSA-ENV HEALTH | 0 | \$0 | \$4,269 | \$845 | \$5,114 |
| HRA | \$1,105 | \$0 | \$0 | \$0 | \$1,105 |
| GSD | \$11,891 | \$8,933 | \$2,491 | \$1,303 | \$24,618 |
| I S ? | \$4,253 | \$2,219 | \$19,930 | \$3,232 | \$29,634 |
| PARKS | \$274 | \$0 | \$0 | \$0 | \$274 |
| PERSONNEL | \$4,202 | \$1,282 | \$6,251 | \$1,272 | \$13,007 |
| PLANNING | \$0 | \$0 | \$23,565 | \$3,802 | \$27,367 |
| JPW | \$121 | \$149 | \$21,519 | \$3,552 | \$25,341 |
| RDA | \$219 | \$0 | \$4,015 | \$243 | \$4,477 |
| SHERIFF | \$2,526 | \$755 | \$3,777 | \$1,221 | \$8,279 |
| JAIL | \$203 | \$0 | \$126 | \$0 | \$329 |
| TREASURER | \$69 | \$0 | \$4,389 | \$863 | \$5,321 |
| COURTS | \$5,233 | \$50 | \$16,975 | \$3,799 | \$26,057 |
| TOTAL | \$38,448 | \$25,423 | \$161,815 | \$27,813 | \$253,499 |