

PUBLIC WORKS ADMINISTRATION

Mission

To provide engineering and basic utility services to maintain the City of Clearwater's infrastructure and natural resource systems, in an efficient manner, within the financial and staffing resources allotted, and affording the maximum benefits and convenience to the public and to provide the citizens of Clearwater and visitors, with the essential services of water, wastewater collection, roads and drainage as efficiently as possible while maintaining a realistic, cost effective budget with a vision for the future.

Public works is a proactive department dedicated to continuously providing quality customer service to both our in-house and outside customers.

Public Works fosters a work environment that promotes teamwork and employee empowerment to make decisions and truly be project managers.

Public Work strives to incorporate aesthetics into all engineering projects through the use of landscape and architectural enhancements.

Public Works is always cognizant of its role in providing logistical support for public safety through the use of technology to assist Police and Fire in carrying out their missions. This is accomplished through the installation and maintenance of fire preemption devices and red light enforcement lights as well as, the use of speed boards in Operation Speed Watch.

Department Description

Public Works Administration is divided into 3 departments: Engineering, Public Services and Public Utilities.

Public Works Administration constructs, operates, maintains, engineers, manages and/or administers the City's streets, sidewalks, traffic signals, signs, parking garages, parking lots, bridges, water and waste water treatment plants, and storm water, potable water, reuse water and sanitary sewer systems, as well as, providing engineering services to other departments. Functions also include the regulation of public and private development and the protection and enhancement of the natural environment.

The **Engineering** department provides services in the areas of project planning, environmental services, engineering design, landscape architecture, plan review, traffic operations and the administration of the Parking System and provides administrative, financial, operational support and coordination for the entire department. The program is subdivided into the Production Division, Environmental and Storm Water Management Division, Traffic Operations, and the Parking System.

The **Public Services** department is responsible for urban forestry, construction inspection and the maintenance and repair of the City's streets, sidewalks and storm water system. The program consists of construction, right-of-way maintenance, storm water maintenance, and public services administration. Right-of-way maintenance encompasses urban forestry and streets and sidewalks cost centers.

The **Public Utilities** department is responsible for the monitoring, operation and maintenance of the City's wastewater collection, water pollution control, potable water and reclaimed water systems. The program is subdivided into the divisions of public utilities administration, potable water, reclaimed water, wastewater collection, and water pollution control (including the Laboratory and Industrial Pretreatment Program).

PUBLIC WORKS ADMINISTRATION

DEPARTMENT SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
General Fund					
<u>Administration</u>					
Public Works Adm	401,441	-	-	-	0.0%
<u>Engineering</u>					
Environ & Stmwtr Mgmt	353,692	358,333	382,780	405,610	6.0%
Engineering Production	2,262,737	2,684,337	3,014,360	3,137,680	4.1%
Traffic Operations	2,916,519	3,089,633	3,180,440	3,266,820	2.7%
Subtotal	5,532,948	6,132,303	6,577,580	6,810,110	3.5%
<u>Public Services</u>					
Public Svcs Adm	703,522	717,123	731,240	763,640	4.4%
Urban Forestry	644,649	641,700	789,160	881,140	11.7%
Construction	728,553	746,165	842,570	900,250	6.8%
Streets & Sidewalks	1,092,275	1,107,130	1,163,530	1,063,070	-8.6%
Subtotal	3,168,999	3,212,118	3,526,500	3,608,100	2.3%
Total General Fund	9,103,388	9,344,421	10,104,080	10,418,210	3.1%
Stormwater Utility Fund					
<u>Engineering</u>					
Stormwater Mgmt	2,693,996	3,223,303	4,416,810	4,580,770	3.7%
<u>Public Services</u>					
Stormwater Maint	5,123,175	4,683,101	6,981,810	7,543,680	8.0%
Total Stormwater	7,817,170	7,906,402	11,398,620	12,124,450	6.4%
Water & Sewer Fund/Public Utilities					
Public Utilities Admin	572,615	679,120	760,870	747,000	-1.8%
Wastwater collection	5,024,745	5,296,789	5,662,880	6,212,900	9.7%
WPC Plant Operations	10,115,048	10,748,695	11,877,230	12,442,610	4.8%
Laboratory Operations	1,250,133	1,136,230	1,515,070	1,275,500	-15.8%
Industrial Pretreatment	429,298	521,784	659,440	667,720	1.3%
Water Distribution	11,956,257	12,114,457	7,394,440	8,530,130	15.4%
Water Supply	9,118,054	8,446,015	11,104,000	11,393,370	2.6%
Reclaimed Water	293,931	806,865	1,076,150	1,301,630	21.0%
Non-Departmental	9,476,359	9,770,350	9,797,500	11,303,310	15.4%
Total Water & Sewer	48,236,440	49,520,305	49,847,580	53,874,170	8.1%
Parking Fund					
Engineering/Parking System	2,864,893	2,747,315	3,265,490	2,879,960	-11.8%
Engineering/Parking Enforcement	300,259	665,675	600,000	780,820	30.1%
Total Parking	3,165,152	3,412,990	3,865,490	3,660,780	-5.3%
Total Public Works	68,322,150	70,184,118	75,215,770	80,077,610	6.5%

PUBLIC WORKS ADMINISTRATION

DEPARTMENT FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
General Fund	109.0	107.0	113.0	113.0
Stormwater Utility Fund	40.0	46.0	46.0	46.0
Water & Sewer Fund	175.0	175.0	175.0	175.0
Parking Fund	20.8	20.8	20.8	20.7
Total Public Works	344.8	348.8	354.8	354.7

Department Highlights

- ❖ The budgeted costs for Public Works General Fund related programs increase 3.1% in this budget over the previous approved budget due to routine salary increases, higher contributions to the pension fund, and increased utility fees
- ❖ General Fund related programs have 113 full time equivalent (FTE) positions, the same as the previous approved budget.
- ❖ Utility costs, primarily for electrical costs of operating City street lights, are 4% higher this year and are primarily responsible for operating costs across the fund being 4% higher than FY 2005/06.
- ❖ Internal Services charges, for items such as for garage charges, telephone and computer services, and others, are virtually unchanged since last year due to success management of resources.
- ❖ Contributions to the Capital Improvement Program are funded at the same level, \$205,000, as last year, while Capital purchases of small equipment items and Debt Service for program vehicles decline in this year.

ENGINEERING/Environmental & Stormwater Management

Mission

To provide engineering expertise to implement the transportation, parking, utility, and general engineering segments of the Capital Improvement Program; and to optimize the function of the City's traffic operations and parking systems affording the maximum benefit and convenience to our residents and visitors.

Department Description

The Engineering department is responsible for project management for various elements of the City's Capital Improvement Program. This includes stormwater, environmental, engineering design, and contract award. The department is also responsible for traffic planning, design, and operations and the administration of the 4,000+/- space Parking System. Engineering consists of four divisions: Environmental & Stormwater Management, Production, Traffic Operations, and Parking System.

Program Description

The environmental program provides services including management of site clean-up projects, real estate services including right-of-way acquisition environmental plan review, and administration of the City's materials management program.

The stormwater program consists of the planning, design, and development of stormwater studies and projects for: (1) flood control and drainage purposes; (2) water quality purposes; (3) habitat restoration purposes; and (4) erosion/sedimentation control purposes, to meet City and State required levels of service. This program also provides stormwater administration related to the stormwater utility, alternate funding acquisition of state mandated environmental permits. Essential water quality monitoring of City surface and groundwater resources and public requested sampling, as may be required to support public projects or regulatory requests, is also a significant program element.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	241,672	251,716	262,900	283,420	7.8%
Operating	8,810	8,894	17,390	18,410	5.9%
Internal Services	28,210	27,723	32,490	33,780	4.0%
Transfers	75,000	70,000	70,000	70,000	0.0%
Total E & S Management	353,692	358,333	382,780	405,610	6.0%

ENGINEERING/Environmental & Stormwater Management

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Envrmnt & Stormwater Mgmt	4.0	4.0	4.0	4.0
Total E & S Management	4.0	4.0	4.0	4.0

Program Highlights

- ❖ The Environmental & Stormwater Management program is supported by 4 full time equivalent (FTE) positions, the same as the 2005/06 budget.
- ❖ Personnel services expenditures reflect an increase of 7.8% due to cost of living raises and higher contributions to the pension fund.
- ❖ Operating expenditures are budgeted to increase 5.9% in this year, or \$1,020, for increased membership subscriptions in professional organizations and rental of equipment.
- ❖ Internal Services costs are budgeted to increase a modest 4% in this year for items such as computer and telephone services, and building and maintenance services.
- ❖ Interfund transfers of \$70,000 for fiscal year 2006/07 represent the transfer to the Capital Improvement Fund to provide funding for environmental cleanup and pollutant storage tank removal. This is funded at the same level as the previous budget.
- ❖ There have been no other significant changes in the Environmental & Stormwater Management program in this fiscal year. The 2006/07 budget for this office reflects an increase of 6% over the 2005/06 budget.

ENGINEERING/Engineering Production

Program Description

The Production program is responsible for final project surveying, engineering design and drafting, landscape architecture, project bidding, and contract award. Production is responsible for management of engineering and architectural consultant contracts, preparation of presentations to the City Council and outside groups, engineering review of private development plans and GIS. Additionally, Engineering Production maintains all infrastructure atlases; land base, zoning and special purpose maps and provide mapping support for multiple City departments. These services are provided for all Public Works capital projects, as well as, capital projects for other departments.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	1,873,682	2,197,072	2,412,640	2,530,270	4.9%
Operating	82,520	70,168	121,880	132,380	8.6%
Internal Services	137,292	250,198	305,510	310,110	1.5%
Capital	2,378	34	-	-	0.0%
Debt	31,865	31,865	39,330	29,920	-23.9%
Transfers	135,000	135,000	135,000	135,000	0.0%
Total Engineering Production	2,262,737	2,684,337	3,014,360	3,137,680	4.1%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Engineering Production	38.5	41.5	41.5	41.5
Total Engineering Production	38.5	41.5	41.5	41.5

Program Highlights

- ❖ The Engineering Production program is supported by 41.5 full time equivalent (FTE) positions, the same level as the previous year's budget. Personnel costs increase 4.9% in this program for normal salary increases and higher contributions to the pension fund.
- ❖ Debt costs are budgeted to decrease 23.9% in this budget as lease/purchase contracts on past equipment and vehicle purchases expire.
- ❖ Operating costs increase 8.6% in this budget mainly to provide additional travel and training for staff members.
- ❖ Interfund transfers recognize the transfer of \$135,000 to the Capital Improvement Program to support Public Works capital projects. This is funded at the same level as the 2005/06 budget. Of this amount, \$35,000 will fund miscellaneous engineering needs and \$100,000 for routine replacement of our City docks and seawalls.
- ❖ There have been no other significant changes in the Engineering Production program in this fiscal year.

ENGINEERING/Traffic Operations

Program Description

This division is responsible for the planning, geometric design and traffic operations of roads, streets and highways, their networks, terminals, abutting lands, relationships with other modes of transportation and the City's traffic calming program. It reviews plans of developments and impact on adjacent street systems, initiates street lighting, administers transportation impact fees, conducts traffic studies, analyzes accident problems, reviews public concerns and complaints, and coordinates and maintains the Computerized Traffic Control System. This division also fabricates, installs and maintains all traffic signal installations, pavement markings and traffic signs under the jurisdiction of the City of Clearwater, including flashing beacons, school signals and the marking of all City parking lots. This division also serves as the primary liaison with FDOT, Pinellas County Traffic Engineering and other municipal traffic operations agencies, as well as, the Pinellas County Metropolitan Planning Organization (MPO).

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	1,064,845	1,126,627	1,227,930	1,283,880	4.6%
Operating	1,586,136	1,712,428	1,652,660	1,720,390	4.1%
Internal Services	258,965	239,285	288,960	251,660	-12.9%
Debt	6,573	10,886	10,890	10,890	0.0%
Transfers	-	407	-	-	0.0%
Total Engineering/Traffic Operations	2,916,519	3,089,633	3,180,440	3,266,820	2.7%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Traffic Operations	21.5	22.5	22.5	22.5
Total Traffic Operations	21.5	22.5	22.5	22.5

Program Highlights

- ❖ This program is supported by 22.5 full time equivalent (FTE) positions, the same level as the previous year's budget. Personnel costs increase 4.6% in this program for normal salary increases and higher contributions to the pension fund.
- ❖ Internal Services costs are 12.9% lower in this budget than the previous year. Due to a projected decrease in garage charges based on expectations of fewer maintenance and repair costs for program vehicles.
- ❖ A significant portion of this budget is for electrical costs for street lighting of City streets. Electric utility costs of \$1.5 million, or 45% of this program budget, represents the cost of lighting City streets. This is budgeted to increase 4% over the previous fiscal year and accounts for the majority of the 4.1% increase in operating costs.
- ❖ Debt costs of \$10,890 represent the annual debt service on the purchase of the "sign work station" and "preheating kettle" purchased in 2003/04. This is the same level of funding as last year.
- ❖ There are no other significant changes in the Traffic Operations program budget. The 2006/07 budget for this program reflects a modest increase of 2.7% over the 2005/06 budget.

ENGINEERING/Stormwater Management

Program Description

This program consists of the planning, design, and development of stormwater studies and projects for: (1) flood control and drainage purposes; (2) water quality purposes; (3) habitat restoration purposes; and (4) erosion/sedimentation control purposes, to meet City and State required levels of service. This program also provides stormwater administration related to the stormwater utility, alternate funding acquisition, National Pollutant Discharge Elimination System federal permit administration, and the acquisition of state mandated environmental permits. Essential water quality monitoring of City surface and groundwater resources and public requested sampling, as may be required to support public projects or regulatory requests, is also a significant program element.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	516,046	547,242	545,560	587,690	7.7%
Operating	456,911	505,518	425,750	482,220	13.3%
Internal Services	43,385	56,674	54,510	69,290	27.1%
Debt	1,145,942	1,733,429	2,869,080	2,874,960	0.2%
Transfers	531,712	380,440	521,910	566,610	8.6%
Total Stormwater Management	2,693,996	3,223,303	4,416,810	4,580,770	3.7%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Stormwater Management	8.0	8.0	8.0	8.0
Total Stormwater Management	8.0	8.0	8.0	8.0

ENGINEERING/Stormwater Management

Program Highlights

- ❖ The Stormwater Fund is a self-supporting enterprise operation established to fund all citywide stormwater programs.
- ❖ The Stormwater Management program is supported by 8 full time equivalent (FTE) positions, the same as the 2005/06 budget.
- ❖ The Debt costs of \$2,874,960 reflect the anticipated debt payments on the 1999, 2002, 2004 and 2005 Stormwater revenue bonds approved by the City Council.
- ❖ The increase of 13.3%, or \$56,470, in operating costs is primarily related to a new \$40,000 expenditure for an outside consultant to assist with the annual recertification of stormwater activities and the five-year update for the Community Rating System (CRS). CRS is a FEMA program that lowers flood insurance rates for residents in communities that demonstrate active stormwater management programs.
- ❖ Per Council policy, the Stormwater Fund is budgeted to make a payment in lieu of taxes in the amount of \$566,610 to support the General Fund. The computation is based upon a rate of 5.5% of prior year, fiscal 2004/05, gross revenues. The 2006/07 contribution represents an 8.6% increase from the 2005/06 budget.

ENGINEERING/Parking System

Program Description

The Clearwater Parking System is responsible for the administration, operation, maintenance, and revenue collection for the 4,000 +/- City owned parking spaces located both on-street and in off-street facilities, including the Garden Avenue Parking Garage; the Municipal Services Complex Employee Parking Garage; 4 attended parking lots on south beach and the Courtney Campbell Causeway lot; and many other locations throughout downtown and the beach. Services such as the resident, Downtown and Beach employee permit parking programs; the downtown merchant validation program and the prepaid park & go parking card programs are offered to enhance customer satisfaction.

The Parking system provides many important results: promotes parking turnover in commercial districts, assists with relieving traffic congestion through efficient and well designed ingress/egress points, meeting or exceeding all current American with Disabilities Act parking requirements, as well as, maintaining itself as a self-supporting entity. The Parking system also provides financial resources to fully support the Beach Lifeguard program and partially support the Jolly Trolley and beach cleaning operations.

The configuration of the south beach cashier parking lots will be dramatically changing due to the Beach Walk project set to begin in 2006. Supplemental parking facilities, including the possibility of a parking structure are being analyzed for the south beach as well as north beach. These changes will have significant impacts to the parking fund.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	415,433	439,016	504,820	521,080	3.2%
Operating	2,024,035	1,799,884	1,893,210	1,747,010	-7.7%
Internal Services	74,166	74,039	89,080	83,500	-6.3%
Capital	36	55			n/a
Debt	351,223	434,321	478,380	228,370	-52.3%
Transfers			300,000	300,000	0.0%
Total Parking System	2,864,893	2,747,315	3,265,490	2,879,960	-11.8%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Parking System	14.8	14.8	14.8	14.7
Total Parking System	14.8	14.8	14.8	14.7

Program Highlights

- ❖ The Parking system program is supported by 14.7 full time equivalent (FTE) positions, a decrease of .1 FTE's over the previous year's budget. This decrease is due to less overlap time between shifts.
- ❖ The Parking Fund is charged on administrative service charge to reimburse the General Fund for City administrative functions, such as the offices of the City Manager, City Attorney, and City Clerk. This cost is estimated to be \$216,850 in this fiscal year, an increase of only \$10,060 over the previous budget.
- ❖ Parking system reimbursements to the General Fund total \$545,670 and include \$133,160 for traffic field operations services, \$50,610 for Parks and Recreation services, and \$361,900 for beach cleaning. This is an increase of \$51,060 over the 2005/06 budget.
- ❖ Parking system operating expenditures also include \$510,000, an increase of \$22,000, for the operation of attendant parking lots at the beach. The Jolley Trolley subsidy is no longer in the Parking System budget. It is now included in the General Fund budget.
- ❖ Operating expenditures reflect a decrease of 7.7% for fiscal year 2006/07 due to the previously described transfer of the Jolley Trolley subsidy to the General Fund as well as a decrease in Other Service charges.
- ❖ The 6.3% decrease in Internal Services is primarily due to a decrease in Garage Services costs.
- ❖ Debt costs estimated at \$228,370, reflect debt payments on the parking access and revenue control equipment purchased in 2004, which will be paid off in 2006/07 and Utility Tax Bonds. The electronic parking meters were paid off in fiscal year 2005/06 as well as a decrease in estimated payments for the bonds, result in a 52.3% decrease in debt costs.
- ❖ The \$300,000 contribution to the Capital Improvement Program in fiscal year 2006/07 reflects contributions to the projects established for parking lot resurfacing and maintenance, and parking garage maintenance, the same funding level as in the previous year's budget.
- ❖ There have been no other significant changes in the Parking system program in this fiscal year. The 2006/07 budget for this office reflects a decrease of 11.8% from the previous year's budget.

ENGINEERING/Parking Enforcement

Program Description

The Parking Enforcement program was established in June 2003 to provide dedicated enforcement of parking both downtown and at the beach. There are a total of 6.0 FTE's dedicated to Parking Enforcement. Actual enforcement efforts began in March 2004. The number of citations projected to be issued annually is 50,000. Consistent parking enforcement will encourage compliance with parking ordinances, regulations, statutes, which result in a higher level of parking space turnover. All parking fine revenue is directed first to the Parking Fund to cover the costs of the program. In addition to the operating costs budgeted in this fiscal year, there are also costs to Citation Management for collection costs projected to be \$3.13 per ticket. The excess revenue, estimated at \$275,000 - \$300,000, will be transferred to the General Fund to support school guards and other general operations.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	137,079	222,877	225,590	239,450	6.1%
Operating	134,012	232,140	242,770	181,400	-25.3%
Internal Services	18,694	20,291	32,040	36,810	14.9%
Capital				4,000	n/a
Debt	10,474	19,155	19,150	19,160	0.1%
Transfers		170,912	80,450	300,000	272.9%
Total Parking Enforcement	300,259	665,375	600,000	780,820	30.1%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Parking Enforcement	6.0	6.0	6.0	6.0
Total Parking Enforcement	6.0	6.0	6.0	6.0

ENGINEERING/Parking Enforcement

Program Highlights

- ❖ The Parking Enforcement program is supported by 6.0 full time equivalent (FTE) positions, the same as in fiscal year 2005/06.
- ❖ Personnel services costs increased 6.1% due to worker's compensation costs now being included in this budget, as well as increased contributions to the pension plan.
- ❖ Operating costs reflect a decrease of \$59,800 in contractual services primarily due to a decrease in the cost for the electronic ticketing system and fine collection service.
- ❖ Internal Services reflects an increase of 14.9% due to higher costs for Garage Services and Information Technology.
- ❖ The \$4,000 in capital is funding for safety equipment and lighting for two replacement vehicles.
- ❖ Debt service includes a full year of lease purchase payments for the parking enforcement vehicles, the same as the previous year's budget.
- ❖ Transfers of \$300,000 represent the transfer to the General Fund of parking fine revenue net of the cost of enforcement and collection.
- ❖ The 2006/07 budget for this program reflects an increase of 30.1%.

PUBLIC SERVICES/Administration

Mission

Our mission is to provide quality and efficient services for the construction, supervision and maintenance of the City's infrastructure relative to Public Works construction and site development, also the streets and sidewalks, storm water structures and facilities, and the urban forest for the citizens and visitors of Clearwater.

Department Description

The Public Services department is responsible for urban forestry, construction inspection and project management, and the maintenance and repair of the City's streets, sidewalks, and the stormwater utility system. Department divisions include right-of-way maintenance, construction, public services administration and stormwater maintenance.

Program Description

Public Services Administration

Public Services Administration provides administrative support, supervision and management of the Public Services department and is responsible for the operation and maintenance of the Public Works Complex.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	393,665	409,953	419,850	451,460	7.5%
Operating	123,472	126,349	120,440	122,380	1.6%
Internal Services	186,385	180,821	190,540	189,380	-0.6%
Capital	-	-	410	420	2.4%
Total Administration	703,522	717,123	731,240	763,640	4.4%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Administration	6.0	6.0	6.0	6.0
Total Administration	6.0	6.0	6.0	6.0

Program Highlights

- ❖ The Public Services Administration office is supported by 6 full time equivalent (FTE) positions, the same as the 2005/06 budget. Personnel costs increase 7.5% in this budget due to general wage increases and higher contributions to the pension fund.
- ❖ There are no other significant items in this program and the budget increases 4.4% over the previous year's approved budget.

PUBLIC SERVICES /Urban Forestry

Program Description

This division provides maintenance of trees that create hazards to the public by pruning tree limbs that block street signs, traffic signals, sidewalks, and roadways. It also removes damaged and diseased trees on rights-of-way and City property and is responsible for palm tree pruning. This division has an inventory which helps it proactively manage the urban forest, which is a vital function of this division. Urban Forestry is part of the City's right-of-way maintenance program.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	434,042	401,181	562,200	608,810	8.3%
Operating	65,478	82,496	80,700	86,760	7.5%
Internal Services	132,440	144,987	130,170	185,160	42.2%
Capital	-	-	3,400	410	-87.9%
Debt	12,689	12,689	12,690	-	n/a
Transfers	-	347	-	-	n/a
Total Urban Forestry	644,649	641,700	789,160	881,140	11.7%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Urban Forestry	10.0	12.0	12.0	12.0
Total Urban Forestry	10.0	12.0	12.0	12.0

Program Highlights

- ❖ Urban Forestry is supported by 12 full time equivalent (FTE) positions, the same as the previous year. Personnel costs in this program increase 8.3% in this program due general wage increases, and higher contributions to the pension fund.
- ❖ Garage service charges increase 44% in this budget to operate and maintain program vehicles. The increase results in a budget for Internal Services expenditures that are 42.2% higher than last year. Within all Public Services programs, however, Garage charges increase only 5% and Internal Services increase only 4%.
- ❖ Operating costs increase 7.5% due to higher cost to dump debris. At \$50,000 and representing 58% of operating costs, dump fees are the largest operating expenditure in the program.
- ❖ There are no Debt costs budgeted in this program now a lease/purchase contract on a past vehicle purchase has been retired. Capital needs for small equipment also decreases in this year. The 2006/07 budget for this program reflects an increase of 11.7% over the 2005/06 budget.

PUBLIC SERVICES /Construction

Program Description

This division provides construction, project management, and inspection services. The construction inspection function includes verification that both public and private construction projects meet City requirements and are in accordance with the plans generated by Engineering or approved by Planning & Development Services. The project management function includes the preparation of monthly pay estimates, as well as, change orders for approval by the City Manager and the Council. In addition, this division provides guidance and direction to the contractors and subcontractors on a daily basis.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	604,588	610,001	699,510	744,520	6.4%
Operating	27,181	32,599	33,730	36,840	9.2%
Internal Services	83,993	85,103	91,570	102,560	12.0%
Capital	46	5,717	1,200	400	-66.7%
Debt	12,745	12,745	16,560	15,930	-3.8%
Total Construction	728,553	746,165	842,570	900,250	6.8%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Construction	11.0	13.0	13.0	13.0
Total Construction	11.0	13.0	13.0	13.0

Program Highlights

- ❖ The Public Works Construction program is supported by 13 full time equivalent (FTE) positions, the same as the previous year. Personnel costs in this program increase 6.4% in this program due to general wage increases, and higher contributions to the pension fund.
- ❖ Internal Services costs increase 12% in this year for higher garage charges for program vehicles and computer resources. Across all Public Services programs Internal Services increase 4%.
- ❖ Operating costs increase 9.2% due to higher utility charges and additional funding for travel and training to enhance the skill level of program employees.
- ❖ Capital and Debt costs each decrease for this year's purchase of small equipment items and payment on lease/purchase contracts for past purchases of vehicles.
- ❖ There are no other significant changes in the Construction program budget. The 2006/07 budget for this program reflects an increase of 6.8% over the 2005/06 budget.

PUBLIC SERVICES /Streets and Sidewalks

Program Description

The Streets and Sidewalks division provides for the maintenance and repair of the City's 302 miles of paved streets, and for the replacement and construction of sidewalks, curbs, and gutters, to ensure safe and well-maintained right-of-ways for the citizens and visitors of Clearwater. This division also provides concrete and asphalt to all City departments for in-house repairs to sidewalk and street cuts and assists on special projects as required by the City Manager's Office and other departments of the City. Streets and Sidewalks is part of the City's right-of-way maintenance program.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	745,112	779,719	727,470	661,590	-9.1%
Operating	87,599	109,326	162,530	168,410	3.6%
Internal Services	242,374	214,180	271,830	232,750	-14.4%
Capital	14,420	555	310	320	3.2%
Debt	2,770	2,770	1,390	-	-100.0%
Transfers	-	580	-	-	0.0%
Total Streets and Sidewalks	1,092,275	1,107,130	1,163,530	1,063,070	-8.6%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Streets and Sidewalks	16.0	14.0	14.0	14.0
Total Streets and Sidewalks	16.0	14.0	14.0	14.0

Program Highlights

- ❖ The Streets and Sidewalks program is supported by 14 full time equivalent (FTE) positions, the same as the previous year. Personnel costs in this program decrease 9.1% in this program. Reductions in workers compensation insurance premiums offset general wage increases and higher contributions to the pension fund.
- ❖ Debt service costs decrease 100%, or \$1,390, in this budget as the lease-purchase contract on vehicles acquired for street maintenance in prior years is retired.
- ❖ Internal Services costs decrease 14.4% in this year for lower garage charges for program vehicles and computer resources. Across all Public Services programs Internal Services increase 4%.
- ❖ There have been no other significant changes in the Streets and Sidewalks program in this fiscal year. The 2006/07 budget for this program reflects a decrease of 8.6% from the 2005/06 budget.

PUBLIC SERVICES /Stormwater Maintenance

Program Description

The Stormwater Maintenance program is responsible for the maintenance and repair of the City's 120 miles of storm sewer mains, ditches, storm manholes, catch basins, and all other drainage structures to help eliminate flooding of streets and homes, and to ensure that all Federal, State, County and City stormwater runoff requirements are met. In accordance with Public Works Administration Policy, this program supports the installation of new storm pipes, and maintains new catch basins, manholes and other required structures. It is responsible for ditch maintenance and improvements, and for providing an annual cleaning cycle for the City's drainage ditch system. It provides sweeping of main arteries, beach and downtown commercial streets and parking lots; and is on-call for residents and accident sweepings. This program also cleans and maintains the beach sand walls and provides for maintenance and repair of City owned retention ponds.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	1,455,651	1,745,656	1,869,340	2,014,620	7.8%
Operating	2,342,933	1,817,331	1,923,440	2,088,320	8.6%
Internal Services	1,066,848	1,057,877	1,241,280	1,419,040	14.3%
Capital	236,747	29,359	13,210	37,520	184.0%
Debt	20,996	19,888	235,670	171,120	-27.4%
Transfers	-	12,990	1,698,870	1,813,060	6.7%
Total Stormwater Maintenance	5,123,175	4,683,101	6,981,810	7,543,680	8.0%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Stormwater Maintenance	38.0	38.0	38.0	38.0
Total Stormwater Maintenance	38.0	38.0	38.0	38.0

PUBLIC SERVICES /Stormwater Maintenance

Program Highlights

- ❖ The Stormwater Fund is a self-supporting enterprise operation established to fund all citywide stormwater programs.
- ❖ The Stormwater Maintenance program is supported by 38 full time equivalent (FTE) positions, the same as the previous year's budget. Personnel costs reflect a 7.8% increase due to increased costs for workers compensation and disability insurance.
- ❖ The 14.3% increase in Internal Services is primarily related to higher Garage Services costs to fuel and maintain the vehicles for this program.
- ❖ The Stormwater Fund is charged an administrative charge by the General Fund, reimbursing the General Fund for the Stormwater Fund portion of City administrative functions, such as the City Manager, City Attorney's Office, and City Clerk functions. The Stormwater Fund anticipated portion of this cost is \$528,500 in this fiscal year, an 18% increase from the 2005/06 budget.
- ❖ The Stormwater Fund also reimburses the General Fund for specific services provided by General Fund programs. This is primarily the support of the administrative, environmental, and engineering services for time and materials devoted to these functions. The Stormwater Fund anticipated charge for these services is \$967,710 in this fiscal year, an increase of 7% over the 2005/06 budget.
- ❖ The Stormwater Fund is charged for the services provided by Clearwater Customer Service, billing and administering stormwater customers. The Stormwater Fund anticipated portion of this cost is \$350,890 in this fiscal year, an increase of approximately 3% from the 2005/06 budget.
- ❖ Capital purchases increase 184% in this budget to purchase an \$18,600 Attenuator to perform roadway repairs and an \$18,500 mini-loader to maintain culverts within NPDES standards.
- ❖ Budgeted debt costs of \$171,120 in fiscal year 2006/07 represent anticipated debt payments on outstanding lease-purchase contracts for stormwater equipment. This is a decrease of 27.4% due to the expiration of a FY 02 lease.
- ❖ Budgeted transfers of \$1,813,060 for the 2006/07 budget reflect the transfer of funds to the Capital Improvement Program to support Stormwater System projects as planned in the adopted rate study. This 6.7% increase over the previous year's budget reflects Stormwater projects as adopted under the rate study update that was approved by the City Council in July 2006.

Mission

To provide the citizens of Clearwater both regular customers and visitors, with the basic essential services (water, wastewater collection, wastewater treatment and disposal and reclaimed water) and maintain the infrastructure as efficiently as possible while operating within a realistic cost effective budget with a vision for the future.

Department Description

The Public Utilities department consists of 8 programs. Public utilities operations currently consist of 175 full time equivalent (FTE) positions servicing the programs described below.

Water and Sewer Fund Highlights

- ❖ The Water and Sewer Fund includes all Public Utilities programs: Administration, Potable Water, Reclaimed Water, Wastewater Collection, and Water Pollution Control (including the Laboratory and Industrial Pretreatment program). These programs have the same number of FTE's, 175, as the previous year. The rate study added a position for this fiscal year, however, that position will not be added due to internal reallocation of resources.
- ❖ Personnel costs for the Water and Sewer Fund are 6.3% higher than the previous year due to general wage increases and contributions to the Pension Fund.
- ❖ Operating expenses in the Water and Sewer Fund increase less than 1% over the previous year mainly due to successful management of resources needed to maintain operations within compliance standards.
- ❖ The cost of Internal Services to the Water and Sewer Fund also shows only a modest increase of 1.3% over the previous year mainly due to increased garage charges for fuel and maintenance and repair for program vehicles.
- ❖ Per City Council policy, the Water and Sewer Fund makes a payment in lieu of taxes in the amount of \$2,486,080 to support the General Fund. The computation is based upon a rate of 5.5% of fiscal 2004/05 gross revenues. The 2006/07 contribution represents a 5.5% increase over the 2005/06 budget.
- ❖ Total Water and Sewer Fund contributions to the General Fund for the administrative reimbursement, charges for specific services, and payment in lieu of taxes are estimated at approximately \$6,197,790 in fiscal 2006/07, approximately the same level of funding as the previous year.
- ❖ Interfund transfers for the Water and Sewer Fund increase 29%, or approximately \$1.9 million, to fund capital improvement projects in this budget.
- ❖ The overall impact of increased personnel costs and CIP contributions results in an overall Water and Sewer Fund budget that is 8.1% higher than the 2005/06 approved budget.

PUBLIC UTILITIES/Administration

Program Description

The Administration program is responsible for the effective coordination of all water, wastewater and reclaimed water functions to provide a safe product and reliable service to the customers of the Public Utilities department.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	354,294	356,166	426,350	428,880	0.6%
Operating	195,890	302,682	297,100	290,520	-2.2%
Internal Services	22,431	20,099	37,420	27,600	-26.2%
Transfers	-	173	-	-	0.0%
Total Public Utilities Admin	572,615	679,120	760,870	747,000	-1.8%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Public Utilities Administration	6.0	6.0	6.0	6.0
Total Public Utilities Admin	6.0	6.0	6.0	6.0

PUBLIC UTILITIES/Administration

Program Highlights

- ❖ The Water & Sewer Fund is self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the Public Utility Administration program.
- ❖ The Public Utility Administration program is supported by 6 full time equivalent (FTE) positions, the same level as in the previous year budget.
- ❖ Personnel costs increase less than 1% in this program over the previous year due to higher pension costs being offset by filling a vacancy at a lower salary than the previous incumbent.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. This is primarily support for the administrative, environmental, and engineering programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The Public Utility Administration portion increases 4%, to \$44,340, in this program budget.
- ❖ The Water & Sewer Fund is charged by the General Fund for administrative services such as the City Manager, City Attorney's Office, and City Clerk functions. The total cost of this service is anticipated at \$2,418,540 for fiscal year 2006/07, a decrease of 9%. The Public Utilities Administration anticipated portion of this cost also decreases 9%, to \$83,880, and is the reason overall operating costs decrease 2.2% in this program.
- ❖ Operating expenses in this program include \$100,000 in professional services to fund consultants for studies, reports and services related to operations efficiency, rate analyses and customer satisfaction.
- ❖ Internal Services costs in this program reflect a decrease of 26.2% after paying for several one-time expenditures in FY 2005/06 for telephone equipment and building maintenance needs.

PUBLIC UTILITIES/Wastewater Collection

Program Description

The Wastewater Collection program provides for safe collection and transmission of wastewater through the City's underground sewer mains, collectors and interceptor lines. The purpose of the Wastewater division is to maintain the collection system in such a manner that protects the public safety, health and the environment. Wastewater Collection consists of two sub-sections, Gravity Sewers and Pump Station/Motor Shop.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	1,820,400	1,968,936	2,101,530	2,152,120	2.4%
Operating	2,580,957	2,151,943	1,610,830	1,663,090	3.2%
Internal Services	382,696	1,067,396	1,083,380	1,112,150	2.7%
Capital	-	75,469	-	67,860	n/a
Debt	12,770	-	174,860	152,580	-12.7%
Transfers	227,922	33,043	692,280	1,065,100	53.9%
Total Wastewater Collection	5,024,745	5,296,787	5,662,880	6,212,900	9.7%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Wastewater Collection	40.0	40.0	40.0	39.0
Total Wastewater Collection	40.0	40.0	40.0	39.0

PUBLIC UTILITIES/Wastewater Collection

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the Wastewater Collections program.
- ❖ The Wastewater Collection program is supported by 39 full time equivalent (FTE) positions, a decrease of one position after the transfer of a position to the expanding Water Supply program. The transfer partially offsets increased contributions to the pension plan and results in a 2.4% increase in personnel costs.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. This is primarily support for the administrative, environmental, and engineering programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The Wastewater Collection portion increases 1%, to \$288,190, in this program budget.
- ❖ The Water & Sewer Fund is charged by the General Fund, for administrative services such as the City Manager, City Attorney's Office, and City Clerk functions. The total cost of this service is anticipated at \$2,418,540 for fiscal year 2006/07, a decrease of 9%. The Wastewater Collection anticipated portion of this cost also decreases 9%, to \$559,200, and is one of the reasons overall operating costs increase only 3.2% in this program.
- ❖ The Water & Sewer Fund is charged for the services provided by Clearwater Customer Service, billing and administering water/sewer customers. The total cost of this service is anticipated at \$1,517,890 for fiscal year 2006/07, an increase of 4%. The Wastewater Collection portion of this charge is \$542,290 in this budget.
- ❖ Purchases totaling \$67,860 are included in this budget for a trailer mounted pump, wastewater container tanks for emergency overflow containment, and other small capital equipment.
- ❖ Debt service reflects a decrease of 12.7% due to the completion of several lease purchase contracts on past equipment purchases. Debt service in the amount of \$152,580 continues for contracts covering portable generators, field computer equipment, and vehicles for use in monitoring and maintaining the wastewater system.
- ❖ Budgeted transfers of \$1,065,100 represent the transfer to the Capital Improvement program to support Wastewater Collection projects. This 53.9% increase is the main reason overall expenditures in this program increase 9.7% over the FY 2005/06 approved budget.

PUBLIC UTILITIES/Water Pollution Control Plant Operations

Program Description

The Water Pollution Control program provides daily treatment and disposal of wastewater meeting or exceeding federal and state water quality standards. The program consists of three advanced wastewater treatment facilities including bio-solids residual management facilities. The Water Pollution Control Division supplies highly treated wastewater to the Reclaimed Water division.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	2,728,450	2,784,820	2,931,070	3,001,300	2.4%
Operating	5,708,349	6,599,190	5,819,110	5,784,050	-0.6%
Internal Services	917,630	591,017	603,110	584,280	-3.1%
Capital	21,009	-	12,000	5,500	-54.2%
Debt	14,096	23,809	57,970	57,970	0.0%
Transfers	725,514	749,859	2,453,970	3,009,510	22.6%
Total Water Pollution Control	10,115,048	10,748,695	11,877,230	12,442,610	4.8%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Water Pollution Control	55.0	55.0	55.0	53.0
Total Water Pollution Control	55.0	55.0	55.0	53.0

PUBLIC UTILITIES/Water Pollution Control Plant Operations

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the WPC Plant Operations program.
- ❖ The WPC Plant Operations program is supported by 53 full time equivalent (FTE) positions, a decrease of two positions after the transfer of positions to the expanding Water Supply program. The transfer partially offsets increased contributions to the pension plan and results in a 2.4% increase in personnel costs.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. This is primarily support for the administrative, environmental, and engineering programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The Water Pollution Control portion increases 2%, to \$391,650, in this program budget.
- ❖ The Water & Sewer Fund is charged by the General Fund, for administrative services such as the City Manager, City Attorney's Office, and City Clerk functions. The total cost of this service is anticipated at \$2,418,540 for fiscal year 2006/07, a decrease of 9%. The Water Pollution Control anticipated portion of this cost also decreases 9%, to \$754,920, and is one of the reasons overall operating costs decrease in this program.
- ❖ The other main reason overall operating costs decrease in this budget is a 20% decrease in Contractual Services needed to provide for sludge hauling. The rehabilitation of the anaerobic digester will result in a reduction of sludge mass. Also, improved sludge processing attaining a higher-grade sludge allows land application instead of landfill disposal and results in lower costs.
- ❖ Internal Services costs decrease 3.1% mainly due to lower garage charges for the operation of program vehicles. Across all Water & Sewer programs garage charges increase 6% in this budget.
- ❖ Capital purchases, which decrease 54.2%, or \$6,500, in this budget reflect a lower need to purchase small pieces of routine machinery and equipment at this time.
- ❖ Per Council policy, the Water & Sewer Fund makes a payment in lieu of taxes to support the General Fund. The computation is based upon a rate of 5.5% of prior year, fiscal 2004/05, gross revenues. The 2006/07 contribution is \$2,486,080, a 5% increase over the 2005/06 budget. For 2006/07 the WPC Plant Operations portion of this cost is \$1,056,580.
- ❖ Budgeted transfers include the payment in lieu of taxes of \$1,056,580, as well as, a \$675,000 transfer to the Capital Improvement program to support Water Distribution projects, as outlined in the most current rate study, and a transfer of \$1,277,930 to fund repair and replacement (R&R) revenues. Taken together, these items increase 22.6% over the previous year's approved budget.
- ❖ The 2006/07 budget for this office reflects an increase of 4.8% over the 2005/06 budget.

PUBLIC UTILITIES/WPC Lab Operations

Program Description

This program consists of the Water Pollution Control Laboratory. The Laboratory program provides analysis and support services to Water, Water Pollution Control and the Wastewater Collection Divisions.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	441,904	467,363	527,550	548,740	4.0%
Operating	500,829	404,628	466,160	430,190	-7.7%
Internal Services	180,330	102,208	101,680	100,030	-1.6%
Capital	-	29,717	65,000	-	-100.0%
Debt	-	-	-	10,080	n/a
Transfers	127,070	132,314	354,680	186,460	-47.4%
Total WPC Lab Operations	1,250,133	1,136,230	1,515,070	1,275,500	-15.8%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
WPC Lab Operations	10.0	10.0	10.0	9.0
Total WPC Lab Operations	10.0	10.0	10.0	9.0

PUBLIC UTILITIES/WPC Lab Operations

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the WPC Laboratory Operations program.
- ❖ The WPC Laboratory operations program is supported by 9 full time equivalent (FTE) positions, a decrease of one position after the transfer of a position to the expanding Reclaimed Water program. The transfer partially offsets increased workers compensation costs and contributions to the pension plan and results in a 4% increase in personnel costs.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. This is primarily support for the administrative, environmental, and engineering programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The WPC Laboratory portion increases 4%, to \$66,510, in this program budget.
- ❖ Overall Other Operating costs decrease 7.7% as a result of a reduced need for Other Equipment and Repair expenditures in this budget year. The program replaced equipment instead of repairing items because it was more cost effective over time.
- ❖ The Water & Sewer Fund is charged an administrative service charge by the General Fund reimbursing the General Fund for the Water & Sewer portion of City administrative functions, such as the City Manager, City Attorney's Office and City Clerk functions. The total cost of this service is anticipated at \$2,418,540 for fiscal year 2006/07, a decrease of 9%. The WPC Laboratory Operations anticipated portion of this cost is \$125,820 in this fiscal year, a decrease of \$12,990.
- ❖ The equipment purchase needed in this budget year, a nutrient analyzer, falls under Debt Service accounting codes. Last year equipment purchases were reflected under Capital codes. Taken together, the budget for these two classifications decrease \$54,920 from last year.
- ❖ Per Council policy, the Water & Sewer Fund makes a payment in lieu of taxes to support the General Fund. The computation is based upon a rate of 5.5% of prior year, fiscal 2004/05, gross revenues. The WPC Laboratory Operations portion of this cost is \$186,460 in this fiscal year.
- ❖ The overall Water and Sewer Fund budget includes \$2,423,270 to perform R&R maintenance services on program infrastructure, an increase of 13% over the previous budget. However, there are no services required for WPC Lab Operations this year, and the result is a reduction in Interfund Transfers of 47.4%. This savings of \$168,220 is one factor in the 15.8% overall decrease in the budget for this program this year.

PUBLIC UTILITIES/WPC Industrial Pretreatment

Program Description

This program provides sampling, analysis, and support services to Water, WPC, and Wastewater Collections. The IPP group is responsible for sampling, monitoring and regulating City industrial users and enforcing the City's Industrial Pretreatment Ordinance. The IPP group has been tasked with development and implementation of a grease management program to curtail the introduction of grease waste into the sanitary sewer and treatment facilities.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	329,299	341,762	374,780	393,510	5.0%
Operating	92,132	158,765	254,390	206,150	-19.0%
Internal Services	7,867	21,054	30,270	58,710	94.0%
Capital	-	-	-	9,350	n/a
Transfers	-	203	-	-	0.0%
Total WPC Industrial Pretreatment	429,298	521,784	659,440	667,720	1.3%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
WPC Industrial Pretreatment	7.0	7.0	7.0	7.0
Total WPC Industrial Pretreatment	7.0	7.0	7.0	7.0

PUBLIC UTILITIES/WPC Industrial Pretreatment

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the Industrial Pretreatment program.
- ❖ The Industrial Pretreatment program is supported by 7 full time equivalent (FTE) positions, the same level as the previous fiscal year. Personnel costs increase 5% in this budget for general wage increases and contributions to the pension fund.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. This is primarily the support from the administrative, environmental, and engineering programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The Industrial Pretreatment portion increases 4%, to \$51,730, in this program budget.
- ❖ The Water & Sewer Fund is charged an administrative service charge to reimburse the General Fund for the Water & Sewer portion of City administrative functions, such as the City Manager, City Attorney's Office, and City Clerk functions. . The total cost of this service is anticipated at \$2,418,540 for fiscal year 2006/07, a decrease of 9%. The Industrial Pretreatment anticipated portion of this cost also decreases 9%, to \$97,860.
- ❖ Other Operating costs to this program decrease 19% from the previous year's budget due to successfully managing program resources.
- ❖ The budget for Internal Services increases 94% for higher Garage charges. Over the entire fund Internal Services costs increase only 1% while Garage charges increase 6%.
- ❖ The purchase of a flow meter for \$9,350 to assist implementation of protocols is reflected in this budget under "Capital".

PUBLIC UTILITIES/Water Distribution

Program Description

The Water Distribution program provides for the safe transmission and distribution of the City's public potable water supply. Functions include the maintenance of the system and direct customer related activities, such as meter replacement, fire hydrant maintenance, and repair of water main leaks.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	1,852,512	1,591,603	1,910,510	1,974,020	3.3%
Operating	2,409,309	3,060,954	1,298,180	1,396,200	7.6%
Internal Services	1,227,072	991,485	1,221,660	1,167,710	-4.4%
Capital	-	-	12,500	23,000	84.0%
Debt	5,502,462	5,671,557	248,840	169,390	-31.9%
Transfers	964,902	798,858	2,702,750	3,799,810	40.6%
Total Water Distribution	11,956,257	12,114,457	7,394,440	8,530,130	15.4%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Water Distribution	44.0	38.5	38.5	37.0
Total Water Distribution	44.0	38.5	38.5	37.0

PUBLIC UTILITIES/Water Distribution

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the Water Distribution program.
- ❖ The Water Distribution program is supported by 37 full time equivalent (FTE) positions, a decrease of one and a half positions after the transfer of positions to the expanding Reclaimed Water program. The transfer partially offsets increased contributions to the pension plan and results in a 3.3% increase in personnel costs.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. This is primarily the support from the administrative, environmental, and engineering programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The Water Distribution portion remains at \$273,410.
- ❖ The Water & Sewer Fund is charged an administrative service charge to reimburse the General Fund for the Water & Sewer portion of the City administrative functions, such as the City Manager, City Attorney's Office, and City Clerk functions. The total cost of this service is anticipated at \$2,418,540 for fiscal year 2006/07, a decrease of 9%. The Water Distribution anticipated portion of this cost also decreases 9%, to \$538,230.
- ❖ Operating costs increase \$98,020, or 7.6%, in this budget. This is primarily due to an \$80,000 increase in outside Professional Services to perform newly mandated EPA testing that is not cost effective for the City to perform in-house.
- ❖ Capital costs increase 84% in this program to purchase ground penetrating radar equipment to assist locating underground infrastructure. Across all Fund programs the purchase of capital equipment decreases 13% in this budget.
- ❖ Debt costs on program equipment and vehicles decrease 31.9% in this budget. Last year the payment for emergency generators to ensure the ability to perform services during critical events were budgeted in this program but it was determined that another program would be more appropriate. Across all Water & Sewer Fund programs debt service cost decrease 14% from last year's budget.
- ❖ Budgeted transfers include the payment in lieu of taxes of \$1,081,450, as well as a \$1,573,020 transfer to the Capital Improvement Program, and a transfer of \$1,145,340 to fund repair and replacement (R&R) reserves. This increase of \$1,097,060, or 40.6% is primarily due to more of a need to fund CIP projects in this budget than in FY 2005/06.
- ❖ There have been no other significant changes in the Water Distribution program in this fiscal year. The 2006/07 budget for this program reflects a 15.4% increase over the 2005/06 budget due to the increased funding of infrastructure projects.

PUBLIC UTILITIES/Water Supply

Program Description

The Water Supply program is responsible for the monitoring, operation, water treatment, and maintenance of the City's water supply facilities which include a reverse osmosis water treatment plant, 2 additional water treatment facilities, 6 water storage tanks, 21 wells, and 7 county inter-connections in order to provide the City with a safe and dependable water supply.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	367,849	392,179	415,080	596,340	43.7%
Operating	8,256,819	7,691,919	10,215,500	10,272,300	0.6%
Internal Services	339,897	244,795	268,950	273,700	1.8%
Capital	43,359	2,438	51,200	23,000	-55.1%
Debt	-	-	-	66,440	n/a
Transfers	110,130	114,684	153,270	161,590	5.4%
Total Water Supply	9,118,054	8,446,015	11,104,000	11,393,370	2.6%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Water Supply	9.0	8.0	8.0	11.0
Total Water Supply	9.0	8.0	8.0	11.0

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the Water Supply program.
- ❖ The Water Supply program is supported by 11 full time equivalent (FTE) positions, an increase of three positions over last year due to the transfer in of positions from other Water and Sewer programs. Personnel costs increase 43.7% due to these transfers, general wage increases and higher contributions to the pension fund. Overall there is no change in the number of FTEs, 175 in all, across the Water and Sewer Fund in this budget.
- ❖ Water purchased from Pinellas County for resale to customers accounts for 74.2% of the entire program budget. The budget for this purchase remains almost unchanged from last year and results in operating cost increases of less than 1% from last year.
- ❖ Small capital purchases of \$23,000 include: funding of a forklift and a time clock and is 55% lower than capital equipment needed in the previous budget.
- ❖ Debt costs of \$66,440 represent this year's payment for emergency generators to ensure the ability to perform services even during critical events. Last year these costs were budgeted in another program but were determined to be more appropriately reflected in the Water Supply program.
- ❖ Per Council policy, the Water & Sewer Fund makes a payment in lieu of taxes to support the General Fund. The computation is based upon a rate of 5.5% fiscal 2004/05 gross revenues. The 2006/07 contribution is \$2,486,080, a 5% increase over the 2005/06 budget. The Water Supply portion of this cost is \$161,590 in this fiscal year and is reflected in the Transfers category.
- ❖ There have been no other significant changes in the Water Supply program in this budget year. The 2006/07 budget reflects a 2.6% increase over the 2005/06 budget.

PUBLIC UTILITIES/Reclaimed Water

Program Description

Reclaimed Water is responsible for storage, pumping, transmission, and distribution of reclaimed water to the residential and commercial customers. Functions include the maintenance of the system and direct customer related activities. The use of Reclaimed Water for irrigation helps conserve our precious drinking water resources.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Personnel	224,274	478,413	519,050	684,530	31.9%
Operating	41,662	143,597	298,700	316,790	6.1%
Internal Services	25,809	183,169	229,350	295,510	28.8%
Capital	-	-	6,500	-	n/a
Debt	2,186	1,377	18,000	4,800	-73.3%
Transfers	-	309	4,550	-	-100.0%
Total Reclaimed Water	293,931	806,865	1,076,150	1,301,630	21.0%

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07
Reclaimed Water	9.5	10.5	10.5	13.0
Total Reclaimed Water	9.5	10.5	10.5	13.0

PUBLIC UTILITIES/Reclaimed Water

Program Highlights

- ❖ The Water & Sewer Fund is a self-supporting enterprise operation established to fund all citywide wastewater, water pollution control, water distribution, and water supply programs, including the Reclaimed Water program.
- ❖ The Reclaimed Water program is supported by 13 full time equivalent (FTE) positions, an increase of 2.5 FTEs over the previous year's budget. The increase is a result of transferring positions from other Water & Sewer programs to support the needs of this expanding program. Overall, the Water & Sewer Fund is supported by 175 FTE's, the same number of FTE positions as in the 2005/06 budget.
- ❖ Personnel costs increase 31.9% in this budget due to the added positions, higher contributions to the pension fund, and an increased need to allow for overtime to maintain the system during emergencies.
- ❖ The Water & Sewer Fund reimburses the General Fund for specific services provided by General Fund programs. The total cost of this service is anticipated at \$1,293,170 for fiscal year 2006/07, an increase of 5% over the 2005/06 budget. The Reclaimed Water program allocated portion of this cost is \$96,060, a 29% increase, in this fiscal year. This increase results in Operating costs that are 6.1% higher than the previous approved budget.
- ❖ Operating expenditures include \$28,000 for professional services consisting of advertising and promotions and for consulting engineers. This item is budgeted to increase 87% for this program.
- ❖ The budget for Internal Services increases 28.8% mainly for the reallocation of garage charges from other Water & Sewer Fund programs into Reclaimed Water. Garage charges in this program increase 343% while over the entire fund Garage charges increase 6% and Internal Services charges increase 1%.
- ❖ Small capital items are not required in this program this year and the budget decreases \$6,500 in the capital category.
- ❖ Debt costs decrease 73.3% as a previous purchase of truck and vacuum equipment was moved to the Water Distribution program.
- ❖ There have been no other significant changes in the Reclaimed Water program in this fiscal year.

NON-DEPARTMENTAL – WATER & SEWER FUND

Program Description

This program accounts for all debt service expenditures related to outstanding Water & Sewer Utility bonds.

PROGRAM SUMMARY					
	Actual 2003/04	Actual 2004/05	Budget 2005/06	Budget 2006/07	% Change
Debt Service	9,476,359	9,770,350	9,797,500	11,303,310	15.4%
Total Debt Service	9,476,359	9,770,350	9,797,500	11,303,310	15.4%

Program Highlights

- ❖ This Water & Sewer Fund Non-Departmental program reflects the debt costs for outstanding Water & Sewer revenue bonds issued in 1993, 1998, 2002 and 2006.