

# PUBLIC UTILITIES

## Mission

Public Utilities is dedicated to providing high quality water, wastewater, and reclaimed water services while protecting the public health and natural environment of our community through cost effective management, operating and maintenance of our infrastructure sustaining these essential services.

## Department Description

The Public Utilities Department consists of nine programs. Public Utilities operations currently consist of 169 full time equivalent (FTE) positions servicing the programs described below.

DEPARTMENT SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
<b>Water &amp; Sewer Fund</b>					
Administration	670,675	621,772	766,710	875,510	14%
Wastewater Collection	6,371,204	5,555,661	6,574,780	5,329,020	-19%
Public Utilities Maintenance	-	-	-	2,770,750	n/a
WPC Plant Operations	11,307,615	11,694,931	13,039,670	11,454,490	-12%
Laboratory Operations	1,327,886	1,298,565	1,287,360	1,291,810	0%
Industrial Pretreatment	626,545	603,831	620,230	785,560	27%
Water Distribution	11,371,462	12,764,365	9,591,180	11,478,335	20%
Water Supply	11,154,283	11,820,633	12,285,810	12,768,995	4%
Reclaimed Water	1,851,336	1,479,363	1,609,130	2,000,350	24%
Non-Departmental	9,797,492	10,947,851	14,155,300	11,855,040	-16%
<b>Total Water &amp; Sewer</b>	<b>54,478,498</b>	<b>56,786,972</b>	<b>59,930,170</b>	<b>60,609,860</b>	<b>1%</b>

DEPARTMENT FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Administration	6.0	6.0	6.0	6.0
Wastewater Collection	40.0	39.0	35.0	25.0
Public Utilities Maintenance	0.0	0.0	0.0	19.0
Water Pollution Plant Ops.	55.0	53.0	50.0	41.0
WPC Lab Operations	10.0	9.0	9.0	9.0
WPC Industrial Pretreatment	7.0	7.0	6.0	6.0
Water Distribution	38.5	37.0	37.0	37.0
Water Supply	8.0	11.0	11.0	11.0
Reclaimed Water	10.5	13.0	14.0	15.0
<b>Total Public Utilities</b>	<b>175.0</b>	<b>175.0</b>	<b>168.0</b>	<b>169.0</b>

## Water and Sewer Fund Highlights

- ❖ The Water and Sewer Fund includes all Public Utilities programs: Administration, Potable Water Supply, Distribution, Reclaimed Water, Wastewater Collection, Maintenance and Water Pollution Control (including the Laboratory and Industrial Pretreatment program). These programs have 169 full-time equivalent (FTE) positions, an increase of one FTE over the previous year. The increase is for one additional Public Utilities Technician position for the Reclaimed Water program.
- ❖ Personnel costs for the Water and Sewer Fund are relatively flat as compared to the 2007/08 budget due to employee turnover.
- ❖ Operating expenses in the Water and Sewer Fund increase 4%, or \$875,170, over the previous year. Increases in water purchased for resale and increased operating supplies account for most of this increase.
- ❖ Internal Services costs to the Water and Sewer Fund show a decrease of 5% from the previous year mainly due to decreased garage charges due to the transfer of electrician vehicles to General Services.
- ❖ Per City Council policy, the Water and Sewer Fund makes a payment in lieu of taxes in the amount of \$2,760,380 to support the General Fund. The computation is based upon a rate of 5.5% of fiscal 2006/07 gross revenues. The 2008/09 contribution represents a 2% increase over the 2007/08 budget.
- ❖ Debt Service decreases 17%, or almost \$2.5 million, in this budget due to decreased interest costs on Water and Sewer bonds to be issued in FY 08/09. The decrease is due to the new bonds not being issued in FY 2007/08. The bonds will be used to fund capital improvement projects for the Water and Sewer Fund.
- ❖ Transfers for the Water and Sewer Fund increase 28%, or \$2,447,230, to fund the payment in lieu of taxes and reserve and renewal capital improvement projects.
- ❖ The total Water and Sewer Fund budget increases 1% over the 2007/08 budget.

## Program Description

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

PROGRAM SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	433,488	372,212	437,960	452,000	3%
Operating	211,530	227,070	302,550	305,610	1%
Internal Services	25,657	22,490	26,200	19,900	-24%
Transfers	-	-	-	98,000	n/a
<b>Total Public Utilities Admin</b>	<b>670,675</b>	<b>621,772</b>	<b>766,710</b>	<b>875,510</b>	<b>14%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2006/07	Budget 2008/09
Public Utilities Administration	6.0	6.0	6.0	6.0
<b>Total Public Utilities Admin</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

## 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 six full time equivalent positions, the same level as in the previous year budget. Personnel costs increase 3% in this program over the previous year for normal salary increases.
- ❖ 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The Public Utility Administration portion increases 3%, to \$49,090, in this program budget.
- ❖ The Water & Sewer Fund reimburses the General Fund for administrative services such as the City Manager, City Attorney's Office, and Official Records functions. The total cost of this service is anticipated at \$2,625,770 for fiscal year 2008/09, a decrease of 1%. The Public Utilities Administration of this cost increases 1%, to \$93,220, in this budget.

## ADMINISTRATION

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- ❖ 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 decrease in 24% from the 2007/08 budget. This is primarily related to a decrease in garage services costs.
- ❖ Per City Council policy, the Water and Sewer Fund makes a payment in lieu of taxes in the amount of \$2,760,380 to support the General Fund. The computation is based upon a rate of 5.5% of fiscal 2006/07 gross revenues. The 2008/09 contribution represents a 2% increase over the 2007/08 budget. The Public Utility Administration portion is \$98,000, in this program budget. This represents the only item budgeted in Transfers.
- ❖ There have been no other significant changes in the Administration program. The budget for this program reflects an increase of 14% over the 2007/08 budget.

# 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 Collection program is to maintain the collection system in such a manner that protects the public safety, health and the environment.

PROGRAM SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	2,082,982	2,019,748	2,080,970	1,418,010	-32%
Operating	3,191,215	2,353,778	1,818,900	1,404,670	-23%
Internal Services	1,084,693	1,128,560	1,526,820	1,049,960	-31%
Capital	-	46,324	23,550	-	-100%
Debt	12,314	7,251	64,140	9,840	-85%
Transfers	-	-	1,060,400	1,446,540	36%
<b>Total Wastewater Collection</b>	<b>6,371,204</b>	<b>5,555,661</b>	<b>6,574,780</b>	<b>5,329,020</b>	<b>-19%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Wastewater Collection	40.0	39.0	35.0	25.0
<b>Total Wastewater Collection</b>	<b>40.0</b>	<b>39.0</b>	<b>35.0</b>	<b>25.0</b>

# 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 twenty-five full time equivalent positions, a decrease of ten positions from the 2007/08 budget. A Public Utilities Coordinator, five Utilities Mechanics, one Public Utilities Specialist and three Electronic Technicians have been transferred to the new Public Utilities Maintenance program. These positions will handle all the lift station, instrumentation and telemetry maintenance for all the Public Utilities programs. These changes result in a 32% decrease in personnel costs from the 2007/08 budget. In addition, all the costs associated with the maintenance area have been transferred to the new program, Public Utilities Maintenance.
- ❖ 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 \$1,579,990 for fiscal year 2008/09, an increase of 17% over the 2007/08 budget. The Wastewater Collection portion of this charge is \$348,630, in this budget.
- ❖ The Water & Sewer Fund is charged by the General Fund for administrative services such as the City Manager, City Attorney's Office, and Official Records functions. The total cost of this service is anticipated at \$2,625,770 for the 2008/09 budget, a decrease of 1%. The Wastewater Collection portion of this charge is \$388,430, in this budget.
- ❖ 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 \$1,592,230 for the 2008/09 budget, an increase of 2%. The Wastewater Collection portion of this cost is \$568,070 in this budget.
- ❖ Other Operating costs decrease 23%, or \$466,640, in this program due to transferring costs to the new Public Utilities Maintenance program including electric costs of \$240,000. In addition, a 30% decrease, or \$164,290, in administrative services charges also account for the decrease from the 2007/08 budget.
- ❖ Internal Services costs decrease 31% primarily due to a reduction in garage services and building and maintenance costs, due to the transfer of vehicles and services to the new Public Utilities Maintenance program.
- ❖ Debt service reflects a decrease of 85% due to the completion of several lease purchase contracts on past equipment purchases and the transfer of the debt for the portable generators to the new Public Utilities Maintenance program. Debt service in the amount of \$9,840 continues for contracts covering, field computer equipment, and vehicles for use in monitoring and maintaining the wastewater system.
- ❖ Transfers of \$758,520 represent the transfer to the Capital Improvement program to support Wastewater Collection projects. This is a decrease of 28% from the 2007/08 budget.
- ❖ Per City Council policy, the Water and Sewer Fund makes a payment in lieu of taxes in the amount of \$2,760,380 to support the General Fund. The computation is based upon a rate of 5.5% of fiscal 2006/07 gross revenues. The 2008/09 contribution represents a 2% increase over the 2007/08 budget. The Wastewater Collection portion is \$408,340, in this program budget.
- ❖ There have been no other significant changes in the Wastewater Collection program. The budget for this program reflects an decrease of 19% from the 2007/08 budget.

# PUBLIC UTILITIES MAINTENANCE

## Program Description

The Public Utilities Maintenance program provides for safe transmission and pumping of wastewater through the City's eighty wastewater lift stations. This program also provides the installation and maintenance of all Public Utilities instrumentation and telemetry systems, as well as maintenance of three advanced wastewater treatment plants, three water treatment plants, wells and reclaimed water pumping stations. The purpose of the Public Utilities Maintenance program is to maintain the mechanical, electrical and electronic infrastructure in such a manner that protects the public safety, health and the environment. The Public Utilities Maintenance program consists of three sub-sections, Plants, Lift Stations and Electronics.

PROGRAM SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	-	-	-	1,182,500	n/a
Operating	-	-	-	880,870	n/a
Internal Services	-	-	-	349,700	n/a
Capital	-	-	-	5,000	n/a
Debt	-	-	-	42,340	n/a
Transfers	-	-	-	310,340	n/a
<b>Total Public Utilities Maint</b>	-	-	-	<b>2,770,750</b>	<b>n/a</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Public Utilities Maintenance	0.0	0.0	0.0	19.0
<b>Total Public Utilities Maint</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>19.0</b>

# PUBLIC UTILITIES MAINTENANCE

## 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 Public Utilities Maintenance program.
- ❖ The Public Utilities Maintenance program is supported by nineteen full time equivalent (FTE) positions. A Public Utilities Coordinator, five Utilities Mechanics, one Public Utilities Specialist and three Electronic Technicians have been transferred from the Wastewater Collections program and one Utilities Mechanic Supervisor, and eight Utilities Mechanics have transferred from the Water Pollution Control program. The Public Utilities Maintenance program will handle the maintenance for all of the Public Utilities programs, 81 lift stations, three water treatment plants, wells, reclaimed water pumping stations and three advanced wastewater treatment facilities.
- ❖ 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 \$1,579,990 for fiscal year 2008/09, an increase of 17% over the 2007/08 budgets. The Public Utilities Maintenance portion of this charge is \$5,090, in this program budget.
- ❖ The Water & Sewer Fund reimburses the General Fund for administrative services such as the City Manager, City Attorney's Office, and Official Records functions. The total cost of this service is anticipated at \$2,625,770 for the 2008/09 budget, a decrease of 1%. The Public Utilities Maintenance portion of this charge is 295,200, in this program budget.
- ❖ Other Operating costs are \$880,870 in this program. These costs consist of electric costs and operating supplies.
- ❖ Internal Services costs are \$349,700 in this program. These costs include the transfer of vehicles and services from Wastewater Collection and Water Pollution Control.
- ❖ Capital includes \$5,000 for small capital equipment items needed in the 2008/09 budget.
- ❖ Debt service of \$42,340 reflects the transfer of the portable generators from the Wastewater Collection program.
- ❖ Per City Council policy, the Water and Sewer Fund makes a payment in lieu of taxes in the amount of \$2,760,380 to support the General Fund. The computation is based upon a rate of 5.5% of fiscal 2006/07 gross revenues. The 2008/09 contribution represents a 2% increase over the 2007/08 budget. The Public Utilities Maintenance portion is \$310,340, in this program budget.

# 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 Program supplies highly treated wastewater to the Reclaimed Water program.

PROGRAM SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	2,887,947	3,034,668	3,059,190	2,557,420	-16%
Operating	6,756,205	6,931,175	6,369,900	6,002,330	-6%
Internal Services	614,605	618,200	960,100	845,400	-12%
Capital	10,658	5,462	7,500	-	-100%
Debt	36,040	48,846	62,100	-	-100%
Transfers	1,002,160	1,056,580	2,580,880	2,049,340	-21%
<b>Total Water Pollution Control</b>	<b>11,307,615</b>	<b>11,694,931</b>	<b>13,039,670</b>	<b>11,454,490</b>	<b>-12%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Water Pollution Control	55.0	53.0	50.0	41.0
<b>Total Water Pollution Control</b>	<b>55.0</b>	<b>53.0</b>	<b>50.0</b>	<b>41.0</b>

# WATER POLLUTION CONTROL PLANT OPERATIONS

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## 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 41 full time equivalent positions, a decrease of nine positions. Eight Utilities Mechanics, and one Utilities Mechanic Supervisor positions have been transferred to the Public Utilities Maintenance program. These positions handle all the lift station and telemetry maintenance for all of the Public Utilities programs, three water treatment plants, wells, reclaimed water pumping stations and three advanced wastewater treatment facilities. These changes result in a 16% decrease in personnel costs from the 2007/08 budget.
- ❖ 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The Water Pollution Control portion of this cost is \$420,170 in this 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 \$2,625,770 for the 2008/09 budget, a decrease of 1%. The Water Pollution Control portion of this cost is \$637,020 in this budget.
- ❖ Other operating costs decrease 6%, or \$367,570, in this budget. A 18% decrease in contractual services for reduced sludge haul, treatment and disposal of residual bio-solids, a 5% decrease in electric utility costs and a 35% decrease in property insurance costs are the primary reason for the decrease from the 2007/08 budget.
- ❖ Internal Services costs decrease \$114,700, or 12%, primarily due to reduced garage services costs for maintenance and repair of program vehicles.
- ❖ 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 2006/07, gross revenues. The 2008/09 contribution is \$2,760,380, a 2% increase over the 2007/08 budget. For 2008/09 the WPC Plant Operations portion of this cost is \$669,680.
- ❖ There have been no other significant changes in the Water Pollution Control program. The budget for this program reflects a decrease of 12% from the 2007/08 budget.

# WATER POLLUTION CONTROL 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 Programs.

PROGRAM SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	524,166	483,871	513,810	520,420	1%
Operating	485,669	529,247	454,490	511,190	12%
Internal Services	103,812	98,602	103,440	102,020	-1%
Capital	37,389	-	-	-	n/a
Debt	-	385	13,400	11,180	-17%
Transfers	176,850	186,460	202,220	147,000	-27%
<b>Total WPC Lab Operations</b>	<b>1,327,886</b>	<b>1,298,565</b>	<b>1,287,360</b>	<b>1,291,810</b>	<b>0%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
WPC Lab Operations	10.0	9.0	9.0	9.0
<b>Total WPC Lab Operations</b>	<b>10.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

# WATER POLLUTION CONTROL LAB OPERATIONS

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## 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 nine full time equivalent positions, the same as the 2007/08 budget.
- ❖ 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The WPC Laboratory portion of this cost is \$76,050 in this budget.
- ❖ Operating costs increase 12% primarily due to a 47% or \$33,000, increase in other contractual services, which will fund service contracts for various pieces of equipment.
- ❖ 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 Official Records functions. The total cost of this service is anticipated at \$2,625,770 for the 2008/09 budget, a decrease of 1%. The WPC Laboratory Operations portion of this cost is \$139,830 in this budget.
- ❖ Debt service decreases 17%, or \$2,220 in this budget. This represents the lease/purchase payments on a nutrient analyzer purchased in 2006/07.
- ❖ 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 2006/07, gross revenues. The WPC Laboratory Operations portion of this cost is \$147,000 in the 2008/09 budget, a decrease of 27%, which explains the decrease in transfers.
- ❖ There have been no other significant changes in the Water Pollution Control Lab Operations program. The budget for this program remains flat as compared to the 2007/08 budget.

# WATER POLLUTION CONTROL 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 also is responsible for sampling, and regulating the City's grease management program in order to curtail the introduction of grease waste into the sanitary sewer and treatment facilities.

PROGRAM SUMMARY					
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	375,339	363,265	369,260	378,620	3%
Operating	218,871	194,690	217,620	276,760	27%
Internal Services	32,335	36,756	33,350	32,180	-4%
Capital	-	9,120	-	-	-100%
Transfers	-	-	-	98,000	0%
<b>Total WPC Industrial Pretreatment</b>	<b>626,545</b>	<b>603,831</b>	<b>620,230</b>	<b>785,560</b>	<b>27%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
WPC Industrial Pretreatment	7.0	7.0	6.0	6.0
<b>Total WPC Industrial Pretreatment</b>	<b>7.0</b>	<b>7.0</b>	<b>6.0</b>	<b>6.0</b>

# WATER POLLUTION CONTROL INDUSTRIAL PRETREATMENT

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## 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 six full time equivalent positions, the same as the 2007/08 budget.
- ❖ 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The Industrial Pretreatment portion of this cost is \$50,620 in this budget.
- ❖ Operating costs increase 27%, or \$59,140, over the 2007/08 budget primarily due to an increase of \$40,000 for other promotional activity for the Residential FOG program, a first time cost in this program.
- ❖ 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 \$2,625,770 for the 2008/09 budget, an increase of 17%. The Industrial Pretreatment anticipated portion of this cost is \$93,220 in this budget.
- ❖ 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 2006/07, gross revenues. The WPC Industrial Pretreatment portion of this cost is \$98,000 in the 2008/09 budget. This is the first time this cost has been included in the WPC Industrial Pretreatment program, which explains the increase in transfers.
- ❖ There have been no other significant changes in the Water Pollution Control Industrial Pretreatment program. The budget for this program reflects an increase of 27% over the 2007/08 budget.

# 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 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	1,715,623	1,836,569	2,041,700	1,985,650	-3%
Operating	1,777,689	2,482,313	1,540,410	1,690,505	10%
Internal Services	1,164,964	1,106,004	1,219,390	1,217,270	0%
Capital	50,789	-	5,000	-	-100%
Debt	5,636,647	6,258,029	112,310	20,460	-82%
Transfers	1,025,750	1,081,450	4,672,370	6,564,450	40%
<b>Total Water Distribution</b>	<b>11,371,462</b>	<b>12,764,365</b>	<b>9,591,180</b>	<b>11,478,335</b>	<b>20%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Water Distribution	38.5	37.0	37.0	37.0
<b>Total Water Distribution</b>	<b>38.5</b>	<b>37.0</b>	<b>37.0</b>	<b>37.0</b>

# 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 positions, the same staffing level as the 2007/08 budget. Employee turnover accounts for the 3% decrease 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The Water Distribution portion of this cost is \$394,270 in this budget.
- ❖ 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 \$2,625,770 for the 2008/09 budget, a decrease of 1%. The Water Distribution portion of this cost is \$574,880 in this budget.
- ❖ Operating costs increase \$150,095, or 10%, in this budget. This is primarily due to a \$101,430 increase in the administrative support costs and a 35% or \$70,000 increase in operating supplies and materials.
- ❖ Debt costs decrease 82%, or \$91,850, in this budget due to decreased interest costs for payment of interest for customer deposits.
- ❖ 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 2006/07, gross revenues. The Water Distribution portion of this cost is \$604,350 in the 2008/09 budget. Transfers also include \$4,172,000 for the transfer to the Capital Improvement Program, and a transfer of \$1,788,000 to fund repair and replacement (R&R) reserves. This increase of \$1,892,080, or 40%, is primarily due to additional funding of CIP projects, as outlined in the rate study.
- ❖ There have been no other significant changes in the Water Distribution program in this fiscal year. The 2008/09 budget for this program reflects a 20% increase over the 2007/08 budget.

## 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 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	441,136	589,551	670,220	661,050	-1%
Operating	10,301,279	10,771,147	11,064,000	11,518,535	4%
Internal Services	258,598	270,788	304,910	307,290	1%
Capital	-	19,953	5,000	36,000	620%
Debt	-	7,604	66,440	66,450	0%
Transfers	153,270	161,590	175,240	179,670	3%
<b>Total Water Supply</b>	<b>11,154,283</b>	<b>11,820,633</b>	<b>12,285,810</b>	<b>12,768,995</b>	<b>4%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Water Supply	8.0	11.0	11.0	11.0
<b>Total Water Supply</b>	<b>8.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>

## 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 eleven full time equivalent positions, the same staffing level as the 2007/08 budget.
- ❖ Water purchased from Pinellas County for resale to customers accounts for 76% of the Water Supply program budget. Water purchases is budgeted to increase 5% based on current usage levels and this increase results in operating cost increases of 4% over the 2007/08 budget.
- ❖ 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The Water Supply portion of this cost is \$92,950 in this budget.
- ❖ 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 \$2,625,770 for the 2008/09 budget, a decrease of 1%. The Water Supply portion of this cost is \$170,910 in this budget.
- ❖ Small capital purchases of \$36,000 represent a 620% increase over the 2007/08 budget and is for capital equipment needs including a pulse-feeder chemical feed pump and a man-lift attachment for a forklift.
- ❖ Debt costs of \$66,450 represent this lease purchase payments for emergency generators to ensure the ability to perform services during critical events. This is the same funding level as the 2007/08 budget.
- ❖ 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 2006/07 gross revenues. The 2008/09 contribution is \$2,760,380, a 2% increase over the 2007/08 budget. The Water Supply portion of this cost is \$179,670 in this fiscal year and is reflected in transfers.
- ❖ There have been no other significant changes in the Water Supply program in this budget year. The 2008/09 budget reflects a 4% increase over the 2007/08 budget.

# 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 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Personnel	585,246	662,528	769,030	824,040	7%
Operating	883,939	470,627	491,490	544,060	11%
Internal Services	334,915	318,693	344,060	366,540	7%
Capital	45,676	25,915	-	-	n/a
Debt	1,560	1,600	4,550	20,710	355%
Transfers	-	-	-	245,000	n/a
<b>Total Reclaimed Water</b>	<b>1,851,336</b>	<b>1,479,363</b>	<b>1,609,130</b>	<b>2,000,350</b>	<b>24%</b>

PROGRAM FULL TIME EQUIVALENT POSITIONS				
	Actual 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09
Reclaimed Water	10.5	13.0	14.0	15.0
<b>Total Reclaimed Water</b>	<b>10.5</b>	<b>13.0</b>	<b>14.0</b>	<b>15.0</b>

## 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 fifteen full time equivalent positions, an increase of one FTE over the 2007/08 budget. This is an Public Utilities Technician as recommended in the rate study. This additional position, along with the normal salary increases, results in a 7% increase in personnel costs in this program.
- ❖ 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 \$1,579,990 for the 2008/09 budget, an increase of 17% over the 2007/08 budget. The Reclaimed Water program allocated portion of this cost is \$143,120 in this budget.
- ❖ Operating expenditures increase 11%, or \$52,570 in this budget. Most of this increase is due to a new item of \$60,000 for other promotional activity to fund the water conservation program.
- ❖ 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 \$2,625,770 for the 2008/09 budget, a decrease of 1%. The Reclaimed Water portion of this cost is \$233,060 in this budget.
- ❖ Debt costs increase 355% over the 2007/08 budget. This is due to a full year of lease payments for the trackhoe and trailer, as well a partial year of lease payments for an additional pickup truck for the additional technician position.
- ❖ There have been no other significant changes in the Reclaimed Water program in this fiscal year. The 2008/09 budget reflects a 24% increase over the 2007/08 budget.

# 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 2005/06	Actual 2006/07	Budget 2007/08	Budget 2008/09	% Change
Debt Service	9,797,492	10,947,851	14,155,300	11,855,040	-16%
<b>Total Debt Service</b>	<b>9,797,492</b>	<b>10,947,851</b>	<b>14,155,300</b>	<b>11,855,040</b>	<b>-16%</b>

## Program Highlights

- ❖ This Water & Sewer Fund Non-Departmental program reflects the debt costs for outstanding Water & Sewer revenue bonds issued in 1993, 1998, 2002, 2006, and the expected issuance of FY 2009 bonds.