Fund Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8300 / 2000**

	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Beginning Fund Balance	31,366,487	31,366,487	**31,337,200**
Provision for Bad Debt	0	0	**0**
Current Revenues	670,838,437	691,120,816	**746,673,420**
Total Available Resources	702,204,924	722,487,303	**778,010,620**
Maintenance and Operations	376,397,843	365,895,586	**376,046,399**
Debt Service	61,333,700	61,492,098	**62,166,300**
Operating Transfers	230,298,059	263,762,419	**308,460,721**
Total Expenditures	668,029,602	691,150,103	**746,673,420**
Planned Ending Fund Balance	34,175,322	31,337,200	**31,337,200**
Total Budget	702,204,924	722,487,303	**778,010,620**

Business Area Budget Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8300 / 2000**

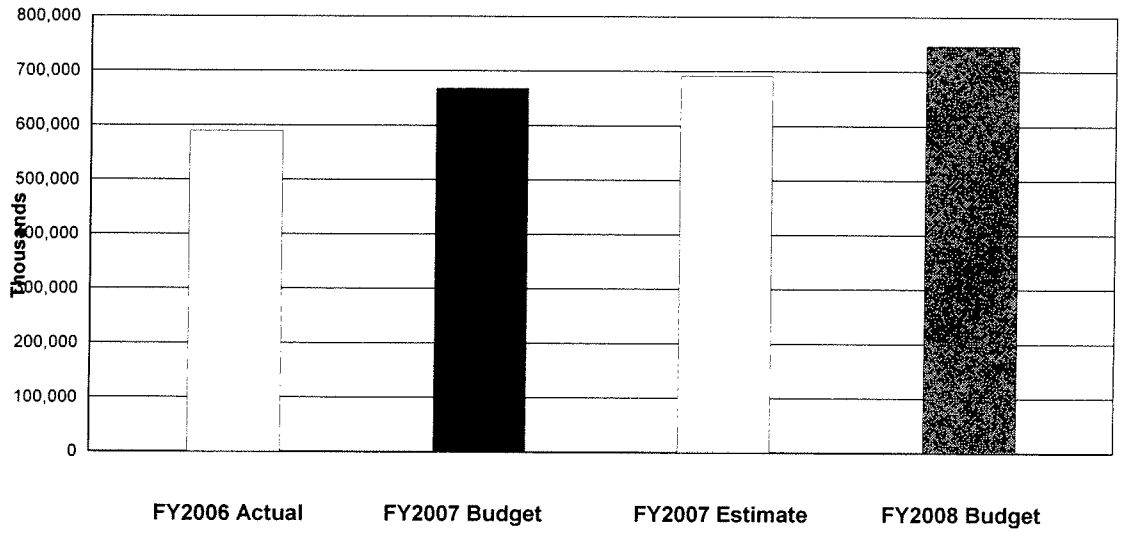
		FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	112,963,158	132,239,646	126,001,338	**139,181,533**
	Supplies	33,683,404	33,681,000	34,491,893	**34,161,943**
	Other Services and Charges	169,361,492	208,484,926	203,555,206	**200,420,215**
	Non-Capital Equipment	1,301,244	1,992,271	1,847,149	**2,282,708**
	Total M & O Expenditures	317,309,298	376,397,843	365,895,586	**376,046,399**
	Debt Service & Other Uses	271,886,821	291,631,759	325,254,517	**370,627,021**
	Total Expenditures	589,196,119	668,029,602	691,150,103	**746,673,420**
Revenues		677,078,475	670,838,437	691,120,816	**746,673,420**
Staffing	Full-Time Equivalents - Civilian	2,021.3	2,264.5	2,127.7	**2,342.6**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	2,021.3	2,264.5	2,127.7	**2,342.6**
	Full-Time Equivalents-Overtime	137.3	116.3	116.0	**110.4**

Budget Highlights

- Increase web based opportunities for customers to manage their accounts including contact information and account confidentiality updating, requests for service disconnect, completion of adjustment requests and payment arrangements.
- Implement new call center management features to improve customer service through enhanced skill based routing, reduced call waiting times, and improved call monitoring.
- Maintain compliance with Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA) permits.
- Proactively respond to customer complaints; sewer stoppages within 24 hours for 90% of calls; sewer repairs within 15 days; and water repairs within 12 days.
- Continue neighborhood sanitary sewer rehabilitation program. This will provide a reliable system to the citizens and reduce repair costs in the future.

Water and Sewer Operating Fund
Public Works & Engineering

Expenditure Summary



Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Office of the Director 2000030001	
Provide executive leadership and strategic planning for all groups and divisions within the department. Oversee the delivery of all public utilities and infrastructure maintenance services.	Provide administrative oversight; establish priorities and policies for timely and cost effective delivery of services to all customers.
PWE-Internal Audit 2000030002	
Assist management in evaluating the effectiveness of operations and control over assets. Ensure compliance with policies and procedures. Ensure proper recording and classifying of transactions. Monitor existing contracts and develop new performance procedures.	Perform routine review of operations, review contracts and perform quarterly petty cash and change fund reviews; perform emergency and special assignments.
PWE-Chief of Staff 2000030003	
Assist the Director in the daily administrative operations of the Public Works and Engineering Department; provide oversight of the Management Support, Public Information and Council and Legislative Liaison Section.	Review and coordinate all departmental requests for Council Action and correspondence. Provide information to the various members of the print and broadcast media. Create and disseminate press releases and conferences. Respond to citizens inquiries and open records.
PWE-Environment Services 2000030004	
Provide environmental services support for the department.	Effectively support the Department.
PWE-E.B. Cape Center 2000030005	
Provide learning services to internal customers (citywide departments). Facility Rental for Educational/Training events by external customers . Facility Usage. Training Hours.	Identify and increase number of customers within city departments. Focus on facility enhancements to attract external customers. Focus on increase in usage by other departments and partnerships with other entities, i.e. Colleges, Universities etc.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited Activities	FTEs	Costs $	FY2007 Estimate Activities	FTEs	Costs $	FY2008 Budget Activities	FTEs	Costs $
Programs administered	100%			100%			**100%**		
Oversight operations of the divisions	9			9			**9**		
CIP oversight	100%			100%			**100%**		
		3.0	389,339		2.5	401,121		**3.0**	**470,294**
Audits/Oper Review Sch.	19			20			**18**		
Contracts/Other Reviews	32			32			**32**		
Emerg/Special Assignments	18			20			**22**		
Monitor Construct Contract	4			6			**5**		
Monitor Serv/Supply Contra	98			98			**95**		
		13.7	998,410		13.5	1,056,819		**15.3**	**1,181,744**
Council Actions	100%			100%			**100%**		
Open Records Request	100%			100%			**100%**		
Media Relations	100%			100%			**100%**		
Routing of incoming Call	100%			100%			**100%**		
Response to complaints	98%			98%			**98%**		
		11.2	822,334		14.8	1,197,181		**17.3**	**1,469,734**
Programs supported	100%			100%			**100%**		
		1.7	739,317		2.7	828,181		**3.0**	**849,746**
Total attendance	26,670			28,004			**32,500**		
Total PWE employee trained	8,090			8,848			**9,910**		
% of Classes Cancelled	16			13			**12**		
Customer Satisfaction	4			4			**4**		
		15.1	1,285,907		18.2	1,652,352		**20.1**	**1,982,835**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Security Management Services 2000030006	
This Program was moved to the Building Services Department in FY2007.	This Program was moved to the Building Services Department in FY2007.
PWE-Legal Services 2000030007	
This program was moved to the Legal Department in FY2007.	This program was moved to Legal Department in FY2007.
PWE-Public Utilities Admin. 2000040002	
Manage and lead the fourth largest water/wastewater utility in the nation consisting of 1,706 employees, a budget of $260.5 million, supporting a population of 2 million. The division provides potable and untreated water through the Coastal Water Authority.	Successfully meet the service and financial expectations of the City administration, City Council and Regulatory Agencies. Comply with Regulatory Laws while maintaining excellent customer service.
PWE-Operations Support 2000040003	
Provide administrative and technical services support to the operations branches of the Public Utilities Division. Consists of Financial Resources, Fleet and Fixed Assets, Training, Security and GIS Services sections.	Provide GIS services to city, citizens and contractors. Provide security and training services to personnel and associated facilities and infrastructure. Provide prompt and accurate contract and procurement payments.
PWE-Management & Quality Control 2000040004	
Provide management of the City's wastewater facility assets; administer the Industrial Wastewater Ordinance; and ensure the wastewater facilities are compliant with all Texas Commission on Environmental Quality and the Environmental Protection Agency regulations.	Perform internal inspections at all wastewater treatment facilities; pass the EPA annual QA/QC audit for laboratories; enforce EPA industrial pretreatment requirements; ensure 100% accurate and timely reporting toTCEQ and EPA and increase number of certified operators.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
			810,924		0.0	0		**0.0**	**0**
			484,990		0.0	0		**0.0**	**0**
Continue to support various operations of the Public Utilities Division while maintaining excellent service	100%			100%			**100%**		
		7.6	4,602,343		6.0	989,074		**5.0**	**1,245,653**
Purchase Orders processed	470			483			**450**		
Purchase Card transactions	10,501			9,534			**10,000**		
		105.7	6,727,771		64.7	4,735,969		**78.2**	**6,697,465**
% operators TNRCC certified	96%			95%			**95%**		
Total samples analyzed/yr	144,687			144,590			**150,000**		
Total analysis/year	230,115			234,209			**235,000**		
		52.1	7,208,921		56.4	8,228,922		**51.5**	**7,710,760**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Satellite Plant Operations 2000040005	
Process raw wastewater by physical and biological treatment methods and maintain treatment plants in compliance with Texas Commission on Environmental Qualtiy (TCEQ) and the Environmental Protection Agency (EPA) standards.	Treat 100% of all total suspended solids (TSS) and biochemical oxygen demand (BOD) received by WWTPs; remove maximum total suspended solids in wastewater.
Major Plants Operations 2000040006	
Process raw wastewater by physical and biological treatment methods and maintain 5 major wastewater treatment plants in compliance with Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) standards.	Treat 100% of all total suspended solids(TSS) and biochemical oxygen demand (BOD) received by WWTPs; remove maximum total suspended solids in wastewater.
PWE-Electrical and Instrumentation 2000040007	
Provide timely response to equipment and system failures, electrical and automation system restorations; track wastewater equipment; preventive and corrective work orders and repair contracts; and collection system flow monitoring and data analysis.	Reduce automation, electrical and instrumentation maintenance costs through automation improvement and proper preventive maintenance program, cross training, and equipment replacement. Reduce operating costs through continued automation improvement.
PWE-Collection System Operations 2000040008	
Manage wastewater treatment collection system of over 6,400 miles and approximately 400 lift stations in compliance with Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) standards.	Clean and televise 2,000,000 linear feet of sewer lines. Schedule and manage renewal of 950,000 linear feet of sewer lines. Inspect and evaluate lift stations for operational readiness and reliability.
PWE-Engineering Support 2000040009	
Engineering planning, CIP programming, Capital Improvements, contract compliance, and support Wastewater Operations Branch to meet TCEQ and EPA standards.	Plan and program the Wastewater CIP and service contracts to provide required capital improvements and support for operation and maintenance of wastewater facilities and infrastructure.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited Activities	FTEs	Costs $	FY2007 Estimate Activities	FTEs	Costs $	FY2008 Budget Activities	FTEs	Costs $
BOD tons treated/year	23,015			21,898			**22,000**		
TSS tons treated/year	27,527			26,838			**27,000**		
Mil. gal. flow treated/yr.	34,262			37,765			**38,000**		
Solids tons disposed/year	26,993			26,238			**27,000**		
		75.7	32,783,644		74.5	23,780,041		**77.3**	**26,155,984**
BOD tons treated/year	34,242			35,886			**37,000**		
TSS tons treated/year	61,949			70,664			**71,000**		
Mil. gal. flow treated/yr.	48,508			53,638			**54,000**		
Solids tons disposed/year	60,839			69,446			**70,000**		
		90.4	32,730,890		89.8	33,818,823		**90.6**	**36,006,688**
New Scada installation	10			12			**12**		
Track Preventive and Corrective Work Order	21,387			19,376			**19,396**		
		46.5	6,894,745		59.9	7,364,209		**77.3**	**8,000,549**
Sewer Lines Cleaned (Feet)	4,013,700			2,100,000			**2,000,000**		
Sewer Lines Rehabilitated (Feet)	1,137,000			1,000,000			**950,000**		
		104.9	7,397,274		128.2	9,516,313		**132.5**	**9,888,955**
CIP Planned/objective	$158M			$100M			**$100M**		
Contracts managed	$15M			$15M			**$15M**		
		34.8	3,980,537		19.0	2,452,846		**14.2**	**1,947,638**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-WWTP & Lift Station Maintenance 2000040010	
Provide maintenance services for 40 treatment plants, 400 lift stations, 3 wet weather facilities, 20 chemical feed facilities and 15 storm water/under pass lift stations.	Ensure facilities are in compliance with Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA) through centralized maintenance, implementing preventive and predictive maintenance programs.
PWE-Executive Support 2000040011	
Provide management, oversight, and technical support to Drinking Water Operations staff. Provide administrative support to all groups in the branch. Coordinate with other PUD branches and PWE divisions. Ensure overall and regulatory compliance of branch facilities.	Develop necessary programs to ensure production and delivery of the highest quality drinking water. Prepare and manage the branch's annual operations budget and develop branch safety and security polices and procedures. Develop water conservation initiatives/programs.
PWE-Water Quality 2000040012	
Assure compliance with TCEQ and EPA rules and regulations regarding drinking water standards and quality from source water to customer tap. Manage programs designed to improve the integrity of the infrastructure and prevent cross contamination of the dist. system.	Implement and manage programs specifically designed to protect and maintain delivered water quality; and maintain critical transmission and distribution system elements.
PWE-Ground Water Operations 2000040013	
Production of compliant drinking water from ground water plants (84 ground water plants) and surface water re-pump stations (6 surface water repump stations). Manage chemical and utility usage in accordance with operations' budget.	Ensure that the branch meets or exceeds the HGCSD, Fort Bend Subsidence District and Lone Star Ground Water Conservation District requirements for use of ground water.
PWE-East Water Purification Plant 2000040014	
Production of compliant drinking water from the East Water Purification Plant surface water. Operation of sludge dewatering facilities and landfills. Manage chemical and utility usage in accordance with operations' budget.	Ensure an uninterrupted supply of compliant surface water that meets or exceeds all regulatory requirements, base loaded into the distribution system as adequate system pressure is produced; comply with permit requirements for operation of landfill facilities.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited Activities	FTEs	Costs $	FY2007 Estimate Activities	FTEs	Costs $	FY2008 Budget Activities	FTEs	Costs $
Reduce # of new equipment purchases	10%			5%			**n/a**		
Reduce # of corrective work orders	15%			15%			**10%**		
		102.1	8,220,272		121.7	18,091,459		**134.1**	**20,225,747**
Achieve 95% FTEs	280			280			**293**		
SDWA Violations	0			0			**0**		
Environmental violations	0			0			**0**		
Total Water analyses	n/a			n/a			**620,000**		
		20.6	3,208,387		20.8	22,218,901		**51.6**	**25,360,946**
Total water analyses	600,000			650,000			**n/a**		
Valves Exercised	860			1,000			**17,000**		
Cross Connection Surveys	605			700			**1,000**		
Customer complaints	4,297			3,300			**n/a**		
Regulatory System Flushes	12,060			12,060			**12,000**		
		62.3	5,277,458		62.5	4,899,916		**48.9**	**3,906,855**
HGCSD compliance	100%			100%			**100%**		
TCEQ violations	0			0			**0**		
City GW Production per/yr	36.5 BGY			33.5 BGY			**21.9 BGY**		
FBCSD compliance	100%			100%			**100%**		
Electrical Production Cost	n/a			n/a			**$500 per MG**		
		31.0	21,631,646		29.0	15,288,185		**21.3**	**14,043,879**
Production of surface water (BGY)	68.9 BGY			77.7 BGY			**80.3 BGY**		
SDWA compliance	n/a			n/a			**100%**		
Total THMs<80 ppb effluent	34 ppb			80 ppb			**68 ppb**		
Total HAAs<60 ppb effluent	30 ppb			60 ppb			**48 ppb**		
		30.1	41,273,261		34.7	19,014,432		**49.8**	**18,999,311**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Engineering Technical Support 2000040015	
Provide engineering and technical support to the Drinking Water Operations Branch. Manage and analyze operational, financial, physical, data to improve operational efficiency.	Identify critical branch project needs, develop capital improvement projects, and identify opportunities for improved efficiency and water quality.
PWE-Water Maintenance 2000040016	
Provide mechanical, electrical, and instrumentation maintenance and upgrades for all water production facilities. Manage the preventive maintenance program. Install, upgrade, maintain, and program the branch SCADA systems.	Increase equipment reliability and minimize outages conducting equipment preventive testing; implement programs to automate, remotely control and monitor operations, water quality, and security at Water Production sites through an enhanced SCADA system.
PWE-Southeast Water Purification Plant 2000040017	
Production of compliant drinking water from surface water at the Southeast Water Purification Plant Operation of onsite sludge dewatering facilities and landfills. Manage chemical and utility usage in accordance with operations' budget.	Ensure an uninterruped supply of compliant surface water that meet all regulatory requirements, base loaded into the distribution system as adequate system pressure is produced. Implement process monitoring and control to improve treatment efficiency and water quality.
PWE-Northeast Water Purification Plant 2000040018	
Production of complaint drinking water from surface water at the Northeast Water Purification Plant. Operation of on-site sludge dewatering facilities. Manage chemical and utility usage in accordance with operations' budget.	Ensure an uninterrupted supply of compliant surface water that meets all regulatory requirements, base loaded into the distribution system, at adequate system pressure is produced. Implement process monitoring and control to improve treatment and water quality.
PWE-Utility Maintenance Management 2000040019	
Provide management, administration, and long range plans.	Provide management support which will enable the maintenance programs to maximize productivity and customer satisfaction.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
Demolish abandoned fac.	0			1			**n/a**		
Tank Exterior Cleanings	25			26			**20**		
Tank Interior Cleanings	25			26			**10**		
Wells Rehabilitated	10			6			**5**		
Tanks Rehabilitated	6			5			**5**		
		9.7	962,800		17.4	1,510,960		**15.1**	**1,363,733**
GW maint work orders	3,089			1,700			**n/a**		
SW maint work orders	3,760			1,600			**n/a**		
Unanticipated eqp failures	0			6			**n/a**		
Major systems uptime	n/a			n/a			**80%**		
Planned Maintenance	n/a			n/a			**20%**		
		74.7	7,472,938		79.7	6,925,171		**78.2**	**10,292,105**
Production of surface wtr	31.0 BGY			30.6 BGY			**27.7 BGY**		
SDWA complaince	n/a			n/a			**100%**		
Meet contract budget items	100%			100%			**100%**		
No. completed work orders surface water maint	n/a			8400			**n/a**		
		14.3	6,567,475		13.3	6,642,747		**14.2**	**5,990,035**
Production of SW Plant	10.6 BGY			10.1 BGY			**12.4 BGY**		
SDWA compliance	n/a			n/a			**100%**		
Total THM's	<64 ppb			<64 ppb			**<64 ppb**		
Total HHA's 5	<48 ppb			<48 ppb			**<48 ppb**		
		2.6	12,387,912		4.5	14,710,796		**12.0**	**11,314,205**
Achieve 95% Bud Positions	642			576			**606**		
		4.6	1,155,907		2.2	871,502		**2.0**	**923,482**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Building Services **2000040020** This function was moved to the Building Services Department in FY2007.	
PWE-System Maintenance **2000040021** Maintain 7,500 plus miles of water mains in the distribution system 6,700 plus miles of sewer lines in the collection system. Receive and investigate 100,000 311 service requests.	Complete repairs timely, efficiently and professionally. Support maintenance activities within 14 days after utility repairs on 90% of all work orders. Provide 24 hour, 7 days a week customers response.
PWE-Engineering Services **2000040022** Relocate water meters and household service lines in customers' back yard to street front. Repair 16 inch and larger water mains. Repair and perform preventive maintenance of fire hydrants. Manage Kingwood contract operations.	Relocate water meters and service lines from customers' backyard to the street front of the property. Repair water mains in a timely manner. Provide water engineering services. Manage Citywide value program.
PWE-Technical Services **2000040023** Respond to 90% of stoppages within 24 hours. Repair 12 ft. or deeper sewer lines. Restore concrete, asphalt, fence and landscaping for water and sewer repairs.	Provide relief within 24 hours to 90% of reports of sewage in citizens' house; clean sewer lines and remove blockages; perform rehabilitation and point repairs. Restoration after sewer and water repairs.
PWE-Financial Management **2000050002** Provide services such as accounting, vouchering, expenditure control, budgeting, report generation, revenue reporting, and fiscal management for PWE.	Process 100% of commodity invoices within 10 days of receipt by division; provide periodic cash flow projections for the water/sewer operations; prepare monthly financial reports that are timely and error free.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
		6.4	1,047,129		0.0	1,310,837		**0.0**	**1,327,837**
Number of sewer repairs	3,470			2,000			**2,200**		
Number of water repairs	11,500			11,500			**11,500**		
Number of service requests	97,700			97,700			**98,000**		
		262.8	23,479,489		254.5	20,566,042		**285.5**	**21,634,598**
Service transfers complete	510			510			**520**		
Large diameter (16") main	100			100			**100**		
Fire Hydrant Preventive	6,160			6,160			**10,000**		
Maintenance repair	12,000			100,000			**100,000**		
No. of Service request									
		112.0	13,143,479		123.7	13,156,392		**120.8**	**13,403,875**
Large diameter sewer repairs completed	36			36			**36**		
Stoppages cleared	29,000			29,000			**28,000**		
		159.1	11,519,390		165.0	14,271,405		**180.2**	**13,701,955**
Invoices confirmed for pay within 10 days.	100%			100%			**100%**		
Prepare financial reports timely and error free	100%			100%			**100%**		
		39.7	278,494,591		49.3	382,624,707		**52.4**	**421,125,152**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Information Technology 2000050004	
Information Technology Section of the Resource Management Division is responsible of the voice, data (software and hardware), and radio communication. Provide computer applications development and personal training. Maintain high quality trained work force.	Continue the planning and improvement of the data communications capabilities of the PWE Dept. by expanding the installed wide area network(WAN). The emphasis this year will be on network enhancements to increase bandwith, WAN/LAN connectivity and upgrade.
PWE-Materials Management 2000050005	
Provide warehousing and procurement activities for the Department of Public Works and Engineering to support the needs of all divisions. Manage existing contracts and provide assistance in development of new contractual agreements.	Provide services and materials in a timely manner at low cost and in accordance with all policies, regulations and statutes; insure compliance of procurement standards, develop and manage contractual agreements; monitor and oversee department's PCard activity.
PWE-Facilities Operation - 611 Walker 2000050006	
Fund the operation and maintenance of the 611 Walker facility which is overseen by the Building Services Department.	Provide necessary funding to Building Services; operate and maintain a top quality, high caliber facility that's consistent with other major downtown facilities.
PWE-Util. Cust. Serv.Mgmnt. Support 2000050007	
Provide administrative and support services for the branch, including budget, procurement, facilities maintenance, security, contract administration, asset management and fleet management.	Provide support and resources to Utility Customer Service (UCS) to achieve the goals and objectives of the branch: reduce costs, maintain facilities and vehicles and ensure employees' safety. Ensure that all financial are accurate, timely, and analyzed.
PWE-Data Processing 2000050008	
Provide for application development, desktop support and Data Center for the Utility Customer Information System, Water/Wastewater billing, Field Operations and Credit and Collection Systems. Process bills for collection.	Provide automated support for customer billing; provide technical support for remote sites; provide application automation system; and prepare and mail customer water bills. Provide users with 99% computer availability.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
HW & SW support calls	9,064			10,200			**11,200**		
Voice service calls	7,757			8,700			**8,700**		
Program support calls	780			1,700			**1,500**		
Radio equip availibility	99%			99%			**99%**		
Application support				1,200					
		55.6	7,132,479		58.6	6,836,413		**63.1**	**7,469,266**
POs processed	4,253			2,300			**2,600**		
Field POs monitored	252			200			**200**		
Contracts managed	480			500			**500**		
Oversight of storerooms	24			24			**24**		
Inventory turnover rate	0.9			1			**1.2**		
		83.5	4,795,086		73.8	4,519,832		**93.8**	**5,648,258**
Manage funds to operate 611 Walker building	100%			100%			**100%**		
Bill tenants for operating costs	100%			100%			**100%**		
		0.0	3,869,966		0.0	4,967,359		**0.0**	**4,927,500**
Perform APP safety audits	12 audits			12 audits			**12 audits**		
Contracts renewed timely	95.17%			95%			**95%**		
Training hrs/employee	3.246			4.0			**4.0**		
		17.9	5,864,187		14.5	6,069,103		**12.5**	**6,272,163**
Production aborts <.5%	0.51%			0.50%			**0.50%**		
System availability (availability >99.9%)	100.00%			99.90%			**99.90%**		
Bills processed and mailed same day	83.58%			95.00%			**95.00%**		
		32.5	3,739,333		32.8	4,476,985		**33.8**	**5,146,350**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Field Services **2000050009**	
Restore water services, perform inspections and investigations for billing inquires and complaints. Terminate service for delinquent customers. Repair leaks and locate buried meters. Read all meters monthly and recheck as required. Terminate illegal usage.	Perform same day customer request; handle emergency turn ons the same day; repair meters; provide route maintenance; investigate and correct meter status; reduce "can't read" accounts. This cost center is moving to 2000050014 in FY08.
PWE-Collections & Human Resources **2000050010**	
Provide collection services for delinquent bills (including liens, etc.). Assess and collect additional deposits. Provide payroll, employee relations and injury mgmt. support services for division. Handle contract water and GRP, billing evaporation credit processing.	Reduce delinquency in account receivables; maintain a 99% collection rate. Provide support and resources to meet UCS and HR objectives. Meet contract water, GRP monitoring, and billing objectives; accurately process evaporation credits.
PWE-Customer Accounting **2000050011**	
Review and process exceptions to normal customer bill. Research and correct all billing adjustments. Process vouchers, so that customers receive their credit. Research and process all returned checks. Audit adjustments processed for accuracy.	Research and process billings and adjustments and update customer accounts timely and accurately.
PWE-Credits and Collections **2000050012**	
Process complaints referred from Contact Center (CC) or other areas for hearings. Respond to customers' written requests referred to CC. Administer W.A.T.E.R. Fund and Gate keeper's program. Train and develop employees to provide quality 1 stop service.	Resolve customer issues timely and accurately; develop employees to provide quality 1 stop service; increase customer satisfaction rate; review operations and recommend areas for improvement.
PWE-Customer Assistance **2000050013**	
Provide quality and convenient customer service for residential and commercial accounts through the Contact Center by telephone, e-mail, letters, faxing, and in person. Provide prompt and complete 1 stop service to resolve customer complaints and billing problems.	Resolve customers' service request in first response and interaction.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs $	Activities	FTEs	Costs $	Activities	FTEs	Costs $
Monthly investigations	70.10%			97%			**N/A**		
Same day emer. turn-on	94.38%			99%			**N/A**		
Credit & Coll W/O complete	22.72%			75%			**N/A**		
Preaudit recheck field W/O	88.34%			97%			**N/A**		
Meters located and read	94.38%			97%			**N/A**		
		79.3	4,344,369		77.3	4,010,189		**0.0**	**0**
Monthly dollars collected	98.78%			99%			**99%**		
Contract water mtrs read w/in 2 day margin	99.92%			99%			**99%**		
Phone contact w/ 40% of Coll. calls from system	39.58%			40%			**40%**		
		27.7	1,428,852		29.0	1,623,125		**33.2**	**2,153,322**
5 day cust refund process	97.92%			98%			**98%**		
Adjustment accuracy rate	97.49%			98%			**98%**		
3 day returned ck process	100.00%			99%			**99%**		
Exception list acct's billed w/in 14 days	81.73%			80%			**95%**		
		18.1	933,399		20.6	1,013,528		**22.5**	**1,120,885**
Complaints w/o Admin Hear.	90.45%			80%			**95%**		
Walk-ins avg wait time	4 mins			5 mins			**5 mins**		
30 day WATER Fund proc.	100%			99%			**99%**		
Cust surveyed each month	197			200			**200**		
Req answered in 5 days	92%			95%			**95%**		
		14.4	944,973		15.7	988,342		**20.3**	**1,245,838**
% of complaints escalated to Admin Review or priority complaints	10.58%			3%			**5%**		
Cust satisfaction rating	85.83%			95%			**95%**		
Wait time vs staffing	78.33%			60%			**80%**		
		59.0	2,671,379		58.6	2,748,063		**69.7**	**3,336,127**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Meter Shop **2000050014**	
Replace mtrs and test, calibrate and repair mtrs. Repair and/or replace broken service lines and cut off. Maintain warehouse of parts; responsible for setting up, inspect and approve taps and meter installations and unmetered firelines and sewer connections.	To increase revenues and decrease unaccounted for water by quickly repairing damaged meters, decrease large meters calibration time; insure water and sewer services are billed according to City's specifications. CC 2000050009 is combined with this CC in FY08.
PWE-Cashiers **2000050015**	
Process and balance water payments received by mail, teller, APS, EDI, bankdraft, Intelack, OPPS. Research missing or misapplied payments. Create reports of revenue source and deposits. Balance bank deposits and report revenue to the Controller's Office.	Process and balance all payments timely and accurately. Ensure deposit in bank within 24 hours. Report all information.
PWE-Human Resource Staffing Services **2000050016**	
Provide personnel administration, payroll management and workers compensation case management services for PWE.	Manage the hiring, promotion, transfer, etc. of the departmental employees, in collaboration with divisional HR personnel, monitor positions management and control. Assist with recruiting efforts, provide various management reports on routine and ad hoc basis.
PWE-Safety **2000050017**	
Provision of professional services related to employee health and safety, response support in emergencies created by natural or man-made disasters, spill response, contractor compliance, accident and injury investigations, and field surveys/inspections.	Reduction in workers compensation claims, field inspection surveys, training support, statistical analysis reporting and NPDES Permit compliance issues relating to spill response.
PWE-Employee Relations **2000050018**	
Administer and monitor programs to support management in accomplishing objectives, enforcing policies, and improving efficiency.	Reduce drug and alcohol use in the workplace; process Step II grievances in a timely manner; support management efforts toward quality and excellence through administration of the Superior Performance Program; and recruit high caliber applicants.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited Activities	FTEs	Costs $	FY2007 Estimate Activities	FTEs	Costs $	FY2008 Budget Activities	FTEs	Costs $
Inspection appt met mthly	99.43%			99.40%			**99.80%**		
Repr/replce 3"+ meters/mo.	178			180			**180**		
Meters located and read	N/A			N/A			**97%**		
Same Day emergncy Trun O	N/A			N/A			**99%**		
Preaudit Recheck Field WOs	N/A			N/A			**97%**		
		81.0	5,611,256		78.3	5,520,156		**178.1**	**10,697,300**
Deposit accuracy rate	100%			99.9%			**99.9%**		
Deposit available within 24 hrs	99.17%			99.9%			**99.9%**		
% of payments processed daily	100%			99.9%			**99.9%**		
		12.5	964,203		12.5	1,185,968		**12.0**	**1,018,689**
Positions posted	500			500			**510**		
Applications review	10,000			10,000			**12,000**		
Hires/proms/trans	500			500			**510**		
Form 5s reviewed	4,000 emps			4,000 emps			**4,000 emps**		
Sets of Org Charts complet	2 sets			2 sets			**2 sets**		
		9.8	638,977		20.2	1,190,712		**19.2**	**1,224,236**
Facility Inspection	100			100			**110**		
PWE employees trained	2,005			2,005			**2,050**		
Crew Surveys	3,000			3,000			**3,000**		
Permit Compliance	35			35			**40**		
Accident Investigations	100%			100%			**100%**		
		13.9	933,963		21.7	1,533,739		**20.1**	**1,368,375**
Drug and alcohol tests	1,501			1,650			**1,650**		
Positive drug tests	1.9%			1.9%			**1.8%**		
Average number of days to complete grievance	33.5			28			**28**		
School-to-work/outreach	36			38			**40**		
		7.8	447,235		12.4	853,832		**15.3**	**923,434**

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Cost Center Description	Cost Center Objectives
PWE-Case Management **2000050019**	
Employee services, maintaining employee services and personnel records.	Aggressively manage the cases of employee injury on the job to facilitate timely resolution (return to full duty, return to transitional duty, medical seperation, etc.) Process employee request for retirement, deferred retirement, DROP in a timely manner.
PWE-Human Resources Management **2000050020**	
Management of the Department of Public Works and Engineering's Human Resource Branch.	To oversee the management of the HR Services Section, Safety Section, Employee Relations Section, and Case, Records, and Time Management Section.
PWE-Utility Analysis **2000060005**	
Provide for protection of sanitary sewer collection system and wastewater treatment plants through issuance of wastewater capacity reservations, review requests for new water districts, long range planning for water/sewer projects. Provide Planning & Technical support.	Respond to 90% of WCR applications within 14 days. Review 95% of petitions for water district creation within 37 days. Decrease costs of consulting fees through in-house utility planning.

Business Area Cost Center Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

Performance Measures	FY2006 Unaudited Activities	FTEs	Costs $	FY2007 Estimate Activities	FTEs	Costs $	FY2008 Budget Activities	FTEs	Costs $
Injury Cases Processed	423			375			**400**		
Transitional duty particip	67			78			**80**		
Per. Records Maintained				7,904			**8,000**		
Div. Time Management	1,451 emps			1,451 emps			**1,451 emps**		
Dept. Time Management	4,000 emps			4,000 emps			**4,000 emps**		
		11.7	623,829		11.9	763,954		**31.7**	**1,679,570**
Personnel functions accomplished	95%			95%			**95%**		
		2.0	553,153		15.8	1,122,041		**7.7**	**610,563**
WCR letters w/in days	98%			98%			**98%**		
Annex requests in 37 days				90%			**90%**		
Savings in consulting fees	2,000,000			2,500,000			**3,000,000**		
Manage contract/projects	40			40			**30**		
		0.0	0		45.5	3,601,459		**58.2**	**4,609,784**
Total		2,021.3	589,196,119		2,127.7	691,150,103		**2,342.6**	**746,673,420**

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ACCOUNT CLERK	10	5.0	3.0	(2.0)
ACCOUNTANT	17	5.0	3.0	(2.0)
ACCOUNTANT ASSOCIATE	14	7.0	7.0	
ACCOUNTANT SUPERVISOR	24	1.0	1.0	
ADMINISTRATION MANAGER	26	15.0	15.0	
ADMINISTRATIVE AIDE	10	28.0	20.0	(8.0)
ADMINISTRATIVE ASSISTANT	17	58.5	55.5	(3.0)
ADMINISTRATIVE ASSOCIATE	13	40.0	44.0	4.0
ADMINISTRATIVE COORDINATOR	24	15.0	16.0	1.0
ADMINISTRATIVE SPECIALIST	20	21.0	23.0	2.0
ADMINISTRATIVE SPECIALIST(EXE LEV)	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	15.0	14.0	(1.0)
ASSISTANT BUYER	12	2.0	3.0	1.0
ASSISTANT CHIEF INSPECTOR	25	2.0	2.0	
ASSISTANT CUSTOMER SERVICE MANAGER	26	3.0	3.0	
ASSISTANT DIRECTOR(EXE LEV)	32	10.0	11.0	1.0
ASSISTANT DIRECTOR-PUBLIC WORKS(EXE LEV)	34	4.0	4.0	
ASSISTANT ELECTRICAL SUPERVISOR	22	3.0	4.0	1.0
ASSISTANT INDUSTRIAL MECHANIC	11	3.0	2.0	(1.0)
ASSISTANT OPERATIONS MANAGER	22	1.0	1.0	
ASSISTANT P. W. MAINTENANCE MANAGER	26	8.0	10.0	2.0
ASSISTANT P. W. OPERATIONS MANAGER	26	10.0	10.0	
ASSISTANT SUPERINTENDENT	20	1.0	2.0	1.0
AUDITOR SUPERVISOR	25	1.0	1.0	
BUYER	16	11.0	11.0	
CAR ATTENDANT LEADER	10	2.0	2.0	
CAR ATTENDANT SUPERVISOR	13	1.0	1.0	
CARPENTER	14	3.0	3.0	
CARPENTER LEADER	19	1.0	1.0	
CHEMIST I	14	5.0	4.0	(1.0)
CHEMIST II	17	14.0	14.0	
CHEMIST III	21	10.0	10.0	
CHEMIST IV	23	4.0	4.0	
CLERK	05	2.0	2.0	
COLLECTIONS SUPERVISOR	18	0.0	1.0	1.0
COMMUNICATIONS TECHNICIAN	15	2.0	2.0	
COMMUNICATIONS TECHNICIAN SUPERVISOR	25	1.0	1.0	
COMMUNITY INVOLVEMENT COORDINATOR	22	1.0	1.0	
COMMUNITY LIAISON	18	1.0	1.0	
COMPUTER OPERATOR	10	4.0	3.0	(1.0)
CONTRACT ADMINISTRATOR	22	1.0	2.0	1.0
CONTRACT COMPLIANCE OFFICER	15	1.0	2.0	1.0
CONTRACT COMPLIANCE SUPERVISOR	22	5.0	4.0	(1.0)
CUSTOMER SERVICE CASHIER	12	3.0	3.0	
CUSTOMER SERVICE CLERK	10	2.0	2.0	
CUSTOMER SERVICE MANAGER	29	1.0	1.0	
CUSTOMER SERVICE REPRESENTATIVE I	13	70.0	65.0	(5.0)
CUSTOMER SERVICE REPRESENTATIVE II	15	29.0	32.5	3.5
CUSTOMER SERVICE REPRESENTATIVE III	16	34.0	34.0	
CUSTOMER SERVICE SECTION CHIEF	22	10.0	10.0	
CUSTOMER SERVICE SUPERVISOR	18	11.0	12.0	1.0
DEPUTY ASSISTANT DIRECTOR(EXE LEV)	30	13.0	14.0	1.0

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
DEPUTY DIRECTOR-PUBLIC WORKS(EXE LEV)	36	2.0	2.0	
DIVISION MANAGER	29	15.0	14.0	(1.0)
DIVISION MANAGER(EXE LEV)	29	1.0	1.0	
ELECTRICAL ESTIMATOR	23	2.0	2.0	
ELECTRICAL SUPERINTENDENT	26	4.0	3.0	(1.0)
ELECTRICIAN	18	14.0	13.0	(1.0)
ENGINEER	26	19.0	10.0	(9.0)
ENVIRONMENTAL INVESTIGATOR I	14	2.0	7.0	5.0
ENVIRONMENTAL INVESTIGATOR II	16	8.0	7.0	(1.0)
ENVIRONMENTAL INVESTIGATOR III	20	9.0	8.0	(1.0)
ENVIRONMENTAL INVESTIGATOR IV	23	3.0	3.0	
ENVIRONMENTAL INVESTIGATOR V	28	0.0	2.0	2.0
EXECUTIVE OFFICE ASSISTANT	15	3.0	3.0	
EXECUTIVE STAFF ANALYST(EXE LEV)	30	0.5	1.5	1.0
FACILITIES TECHNICIAN III	17	1.0	0.0	(1.0)
FIELD SUPERVISOR	17	84.0	81.0	(3.0)
FINANCIAL ANALYST II	18	2.0	2.0	
FINANCIAL ANALYST III	21	1.0	1.0	
FINANCIAL ANALYST IV	25	7.0	8.0	1.0
FIXED ASSET SPECIALIST	13	3.0	3.0	
GENERAL SUPERINTENDENT	21	1.0	3.0	2.0
GIS ANALYST	20	5.0	5.0	
GIS CONSULTANT	26	1.0	1.0	
GIS MANAGER	29	1.0	1.0	
GIS TECHNICIAN	12	7.0	7.0	
GRADUATE ENGINEER	22	35.0	34.0	(1.0)
GRADUATE ENGINEER I	14	0.0	1.0	1.0
GRAPHIC DESIGNER	17	1.0	1.0	
HUMAN RESOURCES ASSISTANT	13	3.0	3.0	
HUMAN RESOURCES MANAGER	27	2.0	2.0	
HUMAN RESOURCES SPECIALIST	17	1.0	0.0	(1.0)
HUMAN RESOURCES SUPERVISOR	24	1.0	2.0	1.0
HUMAN RESOURCES TECHNICIAN	12	4.0	4.0	
INDUSTRIAL MECHANIC	17	3.0	3.0	
INFORMATION SYSTEMS ADMINISTRATOR(EXE LEV)	30	2.0	2.0	
INSPECTOR	18	52.5	51.5	(1.0)
INVENTORY MANAGEMENT SUPERVISOR	17	13.0	13.0	
INVENTORY MANAGEMENT CLERK	09	20.0	21.0	1.0
IRM MANAGER	29	3.0	3.0	
IRON WORKER	13	1.0	1.0	
LABORATORY MANAGER	28	2.0	2.0	
LABORATORY SUPERVISOR	24	4.0	4.0	
LABORER	04	10.0	10.0	
LAN SPECIALIST	26	2.0	5.0	3.0
MACHINIST	14	1.0	1.0	
MAINTENANCE MECHANIC I	08	1.0	1.0	
MAINTENANCE MECHANIC II	12	4.0	4.0	
MAINTENANCE MECHANIC III	14	17.0	15.0	(2.0)
MAINTENANCE SUPERVISOR	16	4.0	4.0	
MANAGEMENT ANALYST I	15	1.0	2.0	1.0
MANAGEMENT ANALYST II	18	6.0	7.0	1.0
MANAGEMENT ANALYST III	21	4.0	7.0	3.0
MANAGEMENT ANALYST IV	25	9.0	8.0	(1.0)

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
MANAGING ENGINEER	31	11.0	13.0	2.0
METER READER	07	5.0	5.0	
MICROBIOLOGIST I	14	1.0	1.0	
OFFICE SERVICE MANAGER	23	4.0	4.0	
OFFICE SUPERVISOR	17	13.0	11.0	(2.0)
OPERATIONS MANAGER	27	1.0	1.0	
OPERATIONS SUPERVISOR	18	2.0	3.0	1.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	30.0	30.0	
PUBLIC WORKS MAINTENANCE MANAGER	29	11.0	10.0	(1.0)
PUBLIC WORKS OPERATIONS MANAGER	29	3.0	2.0	(1.0)
PUBLIC WORKS OPERATIONS SECTION CHIEF	22	17.0	17.0	
PAINTER	11	6.0	3.0	(3.0)
PAINTER LEADER	15	1.0	1.0	
PAYROLL CLERK	09	1.0	1.0	
PAYROLL SUPERVISOR	17	2.0	2.0	
PBX ATTENDANT	08	1.0	1.0	
PLAN ANALYST	14	8.0	0.0	(8.0)
PLANT OPERATOR	11	47.0	49.0	2.0
PLANT OPERATOR SUPERVISOR	19	32.0	33.0	1.0
PLANT OPERATOR TRAINEE	06	54.0	47.0	(7.0)
PLUMBER LEADER	18	1.0	1.0	
PROCUREMENT SPECIALIST	24	2.0	2.0	
PROGRAMMER ANALYST I	16	1.0	1.0	
PROGRAMMER ANALYST II	19	4.0	2.0	(2.0)
PROGRAMMER ANALYST III	22	6.0	8.0	2.0
PROGRAMMER ANALYST IV	25	12.5	13.5	1.0
PROJECT MANAGER	24	19.5	26.0	6.5
PROJECT TECHNICIAN I	08	1.0	1.0	
PROJECT TECHNICIAN II	13	4.0	4.0	
PROJECT TECHNICIAN III	17	20.0	16.0	(4.0)
PROJECT TECHNICIAN IV	20	7.0	10.0	3.0
PUBLIC LOSS INVESTIGATOR	22	0.0	1.0	1.0
PUBLIC WORKS DIRECTOR	39	1.0	1.0	
RADIO INSTALLER	06	3.0	3.0	
RECORDS TECHNICIAN	09	3.0	3.0	
SAFETY ADMINISTRATOR	27	1.0	1.0	
SAFETY COORDINATOR	15	4.0	3.0	(1.0)
SAFETY OFFICER	21	1.0	2.0	1.0
SAFETY REPRESENTATIVE	19	9.0	11.0	2.0
SAFETY SUPERVISOR	24	3.0	1.0	(2.0)
SECURITY OFFICER LEADER	12	0.0	3.0	3.0
SEMI-SKILLED LABORER	06	74.0	69.0	(5.0)
SENIOR ACCOUNT CLERK	13	6.0	6.0	
SENIOR ACCOUNTANT	20	3.5	2.5	(1.0)
SENIOR AUDITOR	21	5.0	5.0	
SENIOR BUYER	22	7.0	7.0	
SENIOR CLERK	08	4.0	4.0	
SENIOR COMMUNICATIONS SPECIALIST	20	2.0	1.0	(1.0)
SENIOR COMMUNICATIONS TECHNICIAN	19	5.0	4.0	(1.0)
SENIOR COMPUTER OPERATOR	14	11.0	10.0	(1.0)
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR CUSTOMER SERVICE CLERK	12	9.0	9.0	
SENIOR DATA CONTROL CLERK	12	3.0	5.0	2.0

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus Area No. : **8300 / 2000**

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
SENIOR DATA ENTRY OPERATOR	12	4.0	6.0	2.0
SENIOR DISPATCHER	12	19.0	19.0	
SENIOR GIS ANALYST	24	2.0	2.0	
SENIOR GIS TECHNICIAN	17	7.0	7.0	
SENIOR HUMAN RESOURCES SPECIALIST	21	5.0	5.0	
SENIOR INSPECTOR	22	7.0	9.0	2.0
SENIOR INSTRUMENT TECHNICIAN	14	1.0	2.0	1.0
SENIOR MICROCOMPUTER ANALYST	23	1.0	2.0	1.0
SENIOR PAYROLL CLERK	13	6.0	13.0	7.0
SENIOR PLAN ANALYST	18	2.0	10.0	8.0
SENIOR PLANT OPERATOR	15	62.0	62.0	
SENIOR PROCUREMENT SPECIALIST	27	1.0	1.0	
SENIOR PROJECT MANAGER	27	14.0	20.0	6.0
SENIOR SLUDGE PROCESSOR	15	15.0	15.0	
SENIOR STAFF ANALYST	28	4.5	5.5	1.0
SENIOR STAFF ANALYST(EXE LEV)	28	1.0	1.0	
SENIOR SUPERINTENDENT	27	1.0	1.0	
SENIOR TELECOMMUNICATIONS SPECIALIST	21	2.0	2.0	
SENIOR TRAINER	21	7.0	7.0	
SENIOR UTILITY MECHANIC	16	56.0	59.0	3.0
SLUDGE PROCESSOR	11	2.0	2.0	
SENIOR CONTRACT COMPLIANCE OFFICER	18	7.0	7.0	
SR INVENTORY MANAGEMENT CLERK	12	42.0	41.0	(1.0)
SENIOR PUBLIC LOSS INVESTIGATOR	24	2.0	2.0	
STAFF ANALYST	26	4.0	5.0	1.0
STAFF ANALYST(EXE LEV)	26	1.0	0.0	(1.0)
STUDENT INTERN I	02	4.0	4.0	
STUDENT INTERN II	10	6.0	6.0	
SUPERINTENDENT	24	5.0	4.0	(1.0)
SUPERVISING ENGINEER	29	17.0	20.0	3.0
SYSTEMS CONSULTANT	26	20.0	17.0	(3.0)
SYSTEMS SUPPORT ANALYST I	16	4.0	3.0	(1.0)
SYSTEMS SUPPORT ANALYST II	19	6.0	6.0	
SYSTEMS SUPPORT ANALYST III	22	1.0	2.0	1.0
SYSTEMS SUPPORT ANALYST IV	25	3.0	3.0	
TECHNICAL HARDWARE ANALYST I	17	14.0	11.0	(3.0)
TECHNICAL HARDWARE ANALYST II	21	46.0	47.0	1.0
TECHNICAL HARDWARE ANALYST III	23	11.0	12.0	1.0
Temp Job Code	NA	0.0	0.0	
TRAINER	17	0.0	1.0	1.0
TRAINING ADMINISTRATOR	24	4.0	3.0	(1.0)
TRAINING COORDINATOR	24	1.0	1.0	
UTILITY MECHANIC	12	43.0	40.0	(3.0)
UTILITY WORKER	12	565.0	567.0	2.0
WATER SERVICE INSPECTOR I	11	102.0	101.5	(0.5)
WATER SERVICE INSPECTOR II	15	28.0	27.0	(1.0)
WATER SERVICE INSPECTOR III	17	17.0	19.0	2.0
WEB COORDINATIOR	17	1.0	1.0	
Total FTEs		**2,560.5**	**2,570.0**	**9.5**
Less adjustment for Civilian Vacancy Factor		**296.0**	**227.4**	**(68.6)**
Full-Time Equivalents		**2,264.5**	**2,342.6**	**78.1**

Business Area Revenue Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
2000030005	**PWE-E.B. Cape Center**			
426370	Training Services	130,000	21,400	**56,800**
457080	Interfund Employee Training Materials	10,000	0	**0**
Total	**PWE-E.B. Cape Center**	140,000	21,400	**56,800**
2000040004	**PWE-Management & Quality Control**			
456175	Disposal Fees	3,000	0	**0**
456180	Fertilizer Sales	35,000	150,000	**150,000**
Total	**PWE-Management & Quality Control**	38,000	150,000	**150,000**
2000040008	**PWE-Collection System Operations**			
456115	Industrial Waste Discharge Permits	6,000	6,000	**6,000**
2000040011	**PWE-Executive Support**			
434510	Prior Year Revenue	200	200	**0**
2000040019	**PWE-Utility Maintenance Management**			
434215	Sale of Non-Capital Rolling Stock	300,000	250,000	**250,000**
2000050002	**PWE-Financial Management**			
426430	Facility Rental Fees	6,405,205	6,281,600	**6,563,338**
432010	Interest on Pooled Investments	5,875,962	7,782,242	**8,715,250**
434205	Sale of Scrap Metal	14,000	9,000	**10,000**
434225	Sale of Non-Capital Equip. & Merchandise	10,000	7,900	**8,000**
434240	Sale of Capital Assets-Land/Streets	800,000	4,400,000	**2,000,000**
434335	Recover Damage-Infrastructure	130,000	150,000	**150,000**
434345	Adjustment to Allowances	100	100	**0**
452020	Recoveries & Refunds	60,000	40,000	**50,000**
452030	Miscellaneous Revenue	42,000	44,000	**42,000**
456155	Meter Testing Fees	0	100	**100**
456185	Contract Revenue from Water Authority	179,593	179,594	**179,594**
456190	Aband/Rerouting of Service Lines	5,000	0	**0**
490100	Transfer from Combined Utility General	0	30,000,000	**40,000,000**
Total	**PWE-Financial Management**	13,521,860	48,894,536	**57,718,282**
2000050004	**PWE-Information Technology**			
457020	Interfund Communication Equipment Repair	290,000	290,000	**290,000**
2000050011	**PWE-Customer Accounting**			
425030	Indir Cost-CUS Fd	18,000	30,000	**30,000**
426330	Miscellaneous Copies Fees	12,000	10,000	**14,400**
428030	Release of Liens	400	500	**500**
428080	Returned Check Charges	123,000	192,000	**150,000**
453010	Retail Water Sales	284,222,920	275,092,473	**297,272,713**
453020	Bulk Water Sales - Treated	14,250,495	13,950,495	**14,004,000**
453030	Bulk Water Sales - Untreated	35,663,234	39,000,000	**39,000,000**
454010	Sewer Service Revenue	312,645,212	301,045,212	**324,530,000**
455010	Sewer Service Penalties	2,657,484	3,400,000	**3,400,000**
455020	Water Service Penalties	2,338,957	2,900,000	**2,900,000**
456125	Fire Sprinkler Fees	3,000,000	3,150,000	**4,537,200**
456130	Water Meter Rental Fees	55,000	64,900	**92,300**
456135	Delinquent Reconnection Fees	65,000	119,000	**172,800**
456140	Tap Installation Fees	100	20,000	**28,800**
456145	Meter Installation Fees	420,000	470,000	**677,000**
456150	Engineering Inspection Fees	380,000	422,500	**605,000**
456160	Transient Meter Relocation Fee	25,000	15,000	**21,600**

Business Area Revenue Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

Commit Item	Description	FY2007 Budget	FY2007 Estimate	**FY2008 Budget**
456165	New Customer Fees	260,000	275,000	**396,100**
456170	Account Record Fees	1,700	1,300	**2,200**
Total	**PWE-Customer Accounting**	656,138,502	640,158,380	**687,834,613**
2000050017	**PWE-Safety**			
434505	Prior Year Expenditure Recovery	100	991,100	**0**
456515	Defensive Driving Fees	25,000	13,600	**18,725**
Total	**PWE-Safety**	25,100	1,004,700	**18,725**
2000060005	**PWE-Utility Analysis**			
426270	Utility District Application Review	68,300	58,300	**60,000**
426320	City Maps & Related Items	1,200	8,500	**5,000**
452030	Miscellaneous Revenue	8,000	8,000	**8,000**
456105	Oil and Gas Well Permits	1,275	800	**1,000**
456120	Development Permits	300,000	270,000	**275,000**
Total	**PWE-Utility Analysis**	378,775	345,600	**349,000**
Total	**Public Works & Engineering**	670,838,437	691,120,816	**746,673,420**

Business Area Expenditure Summary

Fund Name : **Water and Sewer Operating Fund**
Business Area Name : **Public Works & Engineering**
Fund No./Bus. Area No. : **8300 / 2000**

Commit Item	Description	FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	**FY2008 Budget**
500010	Salary Base Pay - Civilian	69,536,118	80,393,262	77,795,031	**84,700,030**
500030	Salary Part Time - Civilian	152,459	187,959	211,428	**257,107**
500060	Overtime - Civilian	6,173,734	5,159,956	5,104,524	**5,085,513**
500090	Premium Pay - Civilian	682,802	686,300	594,004	**601,900**
500110	Bilingual Pay - Civilian	73,368	108,950	83,100	**127,127**
500180	Temporary Employees	336,137	225,000	177,118	**220,000**
501030	Earned Leave - Civilian	(864,799)	0	0	**0**
501050	Employee Awards	5,680	0	0	**0**
501070	Pension - Civilian	11,477,044	13,342,378	12,758,385	**13,382,570**
501120	Termination Pay - Civilian	1,948,012	2,130,187	1,468,833	**1,838,600**
501150	Trainees for Classified Service - Cadets	528	0	0	**0**
501160	Vehicle Allowance - Civilian	8,654	9,600	8,553	**9,600**
502010	FICA - Civilian	5,820,452	6,654,137	6,392,926	**6,944,662**
503010	Health/Life Insurance - Active Civilian	10,704,211	13,020,965	12,119,340	**14,151,545**
503050	Health/Life Insurance - Retiree Civilian	6,577,921	7,379,172	6,900,001	**7,540,138**
503060	Long Term Disability	300,044	400,983	293,700	**333,939**
503090	Workers Compensation-Civilian-Admin	1,131,281	2,414,562	2,014,903	**553,193**
503100	Workers Compensation-Civilian-Clm	0	0	0	**2,386,920**
504010	Pension - GASB 27 Pension Accrual	(1,175,276)	0	0	**0**
504020	Compensation Contingency	0	0	2,300	**967,023**
504030	Unemployment Claims	74,788	126,235	77,192	**81,666**
Total	**Personnel Services**	**112,963,158**	**132,239,646**	**126,001,338**	**139,181,533**
511010	Chemical Gases & Special Fluids	17,164,550	18,291,200	17,910,700	**18,266,100**
511015	Cleaning & Sanitary Supplies	189,789	182,300	250,620	**277,100**
511020	Construction Materials	1,898,972	1,729,200	3,104,000	**2,044,700**
511025	Electrical Hardware & Parts	591,280	556,500	842,462	**759,300**
511030	Mechanical Hardware & Parts	1,012,698	664,400	1,267,900	**1,409,000**
511035	Meters Hydrants & Plumbing Supplies	1,181,866	1,270,000	631,800	**1,422,703**
511040	Audiovisual Supplies	78,091	52,300	76,200	**49,350**
511045	Computer Supplies	499,400	486,700	498,712	**672,200**
511050	Paper & Printing Supplies	214,212	332,400	340,994	**372,100**
511055	Publications & Printed Materials	112,750	120,500	98,139	**131,800**
511060	Postage	1,996,218	1,902,700	1,886,900	**1,850,650**
511070	Miscellaneous Office Supplies	484,746	521,500	379,733	**400,800**
511080	General Laboratory Supplies	220,115	204,500	214,500	**269,500**
511085	Drugs & Medical Chemicals	0	10,000	18,000	**8,500**
511090	Medical & Surgical Supplies	24,059	30,600	33,550	**27,400**
511095	Small Technical & Scientific Equipment	740,026	953,900	966,495	**416,500**
511110	Fuel	3,696,278	2,289,000	3,400,000	**3,171,990**
511115	Vehicle Repair & Maintenance Supplies	103,583	529,050	97,800	**112,300**
511120	Clothing	505,714	528,000	414,135	**450,400**
511125	Food Supplies	30,455	24,500	36,100	**28,800**
511140	Landscaping & Gardening Supplies	126,245	130,000	137,000	**155,000**
511145	Small Tools & Minor Equipment	1,676,384	1,197,500	1,458,131	**1,442,500**
511150	Miscellaneous Parts & Supplies	1,135,973	1,674,250	428,022	**423,250**
Total	**Supplies**	**33,683,404**	**33,681,000**	**34,491,893**	**34,161,943**
520100	Temporary Personnel Services	70,573	131,900	142,443	**139,900**
520101	Janitorial Services	733,328	736,600	789,740	**658,600**
520102	Security Services	1,095,907	1,128,500	1,804,105	**1,413,100**

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

Commit Item	Description	FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	**FY2008 Budget**
520105	Accounting & Auditing Services	28,949	100,000	90,000	**50,000**
520106	Architectural Services	20,118	10,000	0	**0**
520107	Computer Info/Contr	128,113	780,500	744,000	**921,000**
520108	Information Resource Services	70,930	193,800	115,100	**426,000**
520109	Medical Dental & Laboratory Services	64,565	53,250	77,083	**38,100**
520110	Management Consulting Services	386,041	988,000	1,364,600	**2,158,000**
520111	Real Estate Services	0	0	3,700	**5,000**
520113	Photographic Services	150	0	0	**0**
520114	Miscellaneous Support Services	2,613,378	2,166,500	2,318,300	**3,914,000**
520118	Refuse Disposal	3,087,595	3,530,500	4,775,055	**5,240,162**
520119	Computer Equipment/Software Maintenance	2,756,941	3,633,400	3,091,757	**4,471,243**
520120	Communications Equipment Services	52,590	78,100	71,600	**72,600**
520121	IT Application Svcs	544,435	445,281	663,165	**352,350**
520122	Office Equipment Services	3,668	5,850	6,100	**17,200**
520123	Vehicle & Motor Equipment Services	7,297,261	5,306,400	7,100,000	**5,038,900**
520124	Other Equipment Services	4,289,756	4,852,500	5,832,500	**9,730,500**
520125	Demolition Services	0	100,000	0	**0**
520126	Construction Site Work Services	1,350	0	0	**0**
520127	Structural Construction Work Services	0	5,000	1,000	**1,000**
520128	Other Construction Work Services	48,378	75,000	0	**0**
520129	Sewer Authority Contracts	526,011	530,000	535,000	**728,000**
520130	Water Authority Contracts	15,997,015	21,653,000	20,200,000	**20,200,000**
520131	Water Authority Contracts Debt Service	0	32,874,728	32,874,728	**32,641,511**
520132	Contracts/Sponsorships	808,252	1,315,000	1,120,000	**1,050,000**
520133	Private Investigative Services	750	0	0	**0**
520134	Houston Area Water Council Debt Service	6,242,069	9,076,719	9,076,719	**0**
520136	Billing & Collection Services	282,637	448,100	420,000	**393,000**
520141	Engineering Services	5,987,663	562,000	290,000	**531,000**
520510	Mail/Delivery Services	14,233	17,600	28,850	**19,200**
520515	Print Shop Services	34,939	26,600	82,250	**101,200**
520520	Printing & Reproduction Services	82,538	146,900	90,500	**106,000**
520605	Advertising Services	16,880	91,500	70,628	**156,000**
520705	Insurance Fees	3,069,426	6,200,000	4,440,343	**6,200,000**
520710	State/Federal Inspection Fees	1,385,008	1,378,500	1,388,500	**1,667,500**
520715	Arbitrage Expenses	0	5,000	5,000	**5,000**
520720	Fines	0	95,000	95,000	**50,000**
520725	Assessments - Other Governments	1,098,219	1,247,000	1,247,000	**1,200,000**
520740	Document Recording/Filing Fees	446	700	400	**400**
520755	Contingency	0	96,000	0	**188,000**
520765	Membership & Professional Fees	443,461	480,770	438,918	**471,698**
520805	Education & Training	238,373	432,725	301,980	**388,600**
520815	Tuition Reimbursement	110,600	157,500	115,100	**151,500**
520905	Travel - Training Related	36,952	123,900	102,200	**108,700**
520910	Travel - Non-Training Related	13,133	42,900	27,910	**36,500**
521305	Indirect Cost Recovery Payment	2,156,946	2,156,946	2,309,048	**2,156,946**
521405	Building Maintenance Services	3,107,045	3,051,700	4,066,502	**3,863,556**
521415	Land and Grounds Maintenance	1,620,414	1,150,000	1,279,891	**1,357,000**
521420	Infrastructure Maintenance Service	6,206,902	6,230,000	6,430,000	**6,430,000**
521430	Katrina Support Services	35	0	0	**0**
521445	Houston Area Water Council Maintenance	10,110,870	11,533,571	12,229,127	**8,860,806**
521505	Electricity	64,839,870	63,565,210	58,439,179	**58,986,345**

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

Commit Item	Description	FY2006 Unaudited	FY2007 Budget	FY2007 Estimate	**FY2008 Budget**
521510	Natural Gas	8,313,007	9,385,819	6,704,000	**7,678,300**
521605	Data Services	431,616	598,396	735,533	**601,700**
521610	Voice Services	1,967,523	1,965,932	2,128,154	**1,577,713**
521615	Radio Communications	3,859	0	60,000	**60,250**
521705	Vehicle/Equipment Rental/Lease	196,398	156,500	210,000	**231,000**
521715	Office Equipment Rental	466,219	391,800	329,522	**423,960**
521725	Other Rental	284,186	296,800	306,300	**455,140**
521730	Parking Space Rental	206,410	135,622	133,844	**115,327**
521905	Legal Services	506,607	423,957	302,802	**421,500**
522205	Metro Commuter Passes	81,198	78,850	78,850	**96,611**
522305	Freight Charges	1,869	23,000	15,475	**50,000**
522410	Cashier Shortages	4,132	300	325	**300**
522430	Miscellaneous Other Services & Charges	668,071	343,800	260,280	**324,600**
522435	Interest Charges Past Due Accounts	0	0	8,600	**0**
522620	Claims & Judgments	445,270	320,000	320,000	**370,000**
522705	Interfund Environmental Inspection	350,004	350,000	350,000	**450,000**
522710	Interfund Utility Cut Repairs	0	0	400,000	**420,000**
522715	Interfund Electrical Maintenance	0	1,000	0	**0**
522720	Interfund Payroll Services	349,244	0	0	**0**
522740	Interfund Police Service	1,039,501	1,244,000	745,000	**492,000**
522750	Intfd Land/Prop Apprais	0	221,600	221,600	**221,600**
522765	Interfund Legal Services	0	759,000	749,000	**865,225**
522790	Interfund Inventory Adjustments	96,705	0	0	**20,000**
522795	Other Interfund Services	5,611,428	814,100	837,100	**878,292**
522800	Cost of Goods Sold	(156,724)	0	0	**0**
522805	Interfund Network Services	770,256	0	0	**45,000**
522810	Interfund Carpentry & Painting	0	263,800	263,800	**225,580**
522825	3-1-1 Services	0	1,700,000	1,700,000	**1,700,000**
Total	**Other Services and Charges**	**169,361,492**	**208,484,926**	**203,555,206**	**200,420,215**
551010	Non-Capital Office Furniture & Equipment	67,390	200,655	173,790	**254,136**
551015	Non-Capital Computer Equipment	1,028,210	1,171,100	1,095,423	**1,696,572**
551020	Non-Capital Communication Equipment	166,787	428,016	420,871	**23,500**
551025	Non-Capital Scientific/Medical Equipment	19,300	33,500	17,000	**39,500**
551030	Non-Capital Machinery & Equipment	17,790	134,000	87,435	**205,000**
551040	Non-Capital Other	1,767	0	12,630	**15,000**
551045	Non-Capital Vehicles/Rolling Stock	0	25,000	40,000	**49,000**
Total	**Non-Capital Equipment**	**1,301,244**	**1,992,271**	**1,847,149**	**2,282,708**
531005	Bad Debt Expense	3,643,146	0	0	**0**
531010	Amortization Expense	13,066,537	0	0	**0**
531060	Contract Tax Obligation Interest	13,639,314	0	0	**0**
531065	Revenue Bonds Interest	(20,877,980)	0	0	**0**
531085	Other Interest	165,138	179,700	179,700	**179,700**
532080	System Debt Service Transfers	56,804,684	61,154,000	61,312,398	**61,986,600**
532100	Trans to CUS Operating	205,445,982	230,298,059	263,762,419	**308,460,721**
Total	**Debt Service and Other Uses**	**271,886,821**	**291,631,759**	**325,254,517**	**370,627,021**
	Grand Total Expenditures	**589,196,119**	**668,029,602**	**691,150,103**	**746,673,420**