
FISCAL YEAR 2009 BUDGET

Fund Summary

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

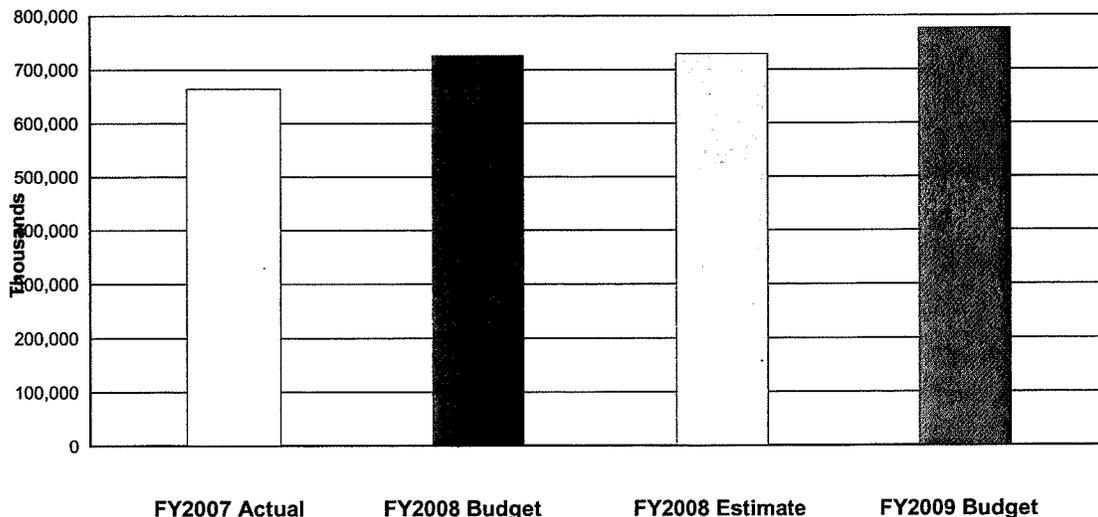
	<u>FY2008 Current Budget</u>	<u>FY2008 Estimate</u>	<u>FY2009 Budget</u>
Beginning Fund Balance	28,866,387	28,866,387	30,294,317
Provision for Bad Debt	0	0	0
Current Revenues	746,673,419	730,755,680	776,668,002
Total Available Resources	<u>775,539,806</u>	<u>759,622,067</u>	<u>806,962,319</u>
Maintenance and Operations	376,572,730	363,531,807	380,704,688
Debt Service	59,952,795	59,034,671	77,035,273
Operating Transfers	289,504,475	306,761,272	318,928,041
Total Expenditures	<u>726,030,000</u>	<u>729,327,750</u>	<u>776,668,002</u>
Planned Ending Fund Balance	<u>49,509,806</u>	<u>30,294,317</u>	<u>30,294,317</u>
Total Budget	<u>775,539,806</u>	<u>759,622,067</u>	<u>806,962,319</u>



FISCAL YEAR 2009 BUDGET

Business Area Budget Summary					
Fund Name		: Water and Sewer Operating Fund			
Business Area Name		: Public Works & Engineering			
Fund No./Bus. Area No.		: 8300 / 2000			
		FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
Expenditures	Personnel Services	130,396,676	136,826,056	131,280,608	146,181,537
	Supplies	35,052,222	35,665,325	37,074,353	34,466,923
	Other Services and Charges	179,287,247	201,663,641	193,491,016	197,408,706
	Equipment	0	14,000	0	0
	Non-Capital Equipment	1,660,502	2,403,708	1,685,830	2,647,522
	Total M & O Expenditures	346,396,647	376,572,730	363,531,807	380,704,688
	Debt Service & Other Uses	317,822,228	349,457,270	365,795,943	395,963,314
Total Expenditures	664,218,875	726,030,000	729,327,750	776,668,002	
Revenues		687,999,570	746,673,419	730,755,680	776,668,002
Staffing	Full-Time Equivalents - Civilian	2,121.2	2,342.6	2,146.1	2,364.6
	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	2,121.2	2,342.6	2,146.1	2,364.6
	Full-Time Equivalents-Overtime	122.6	110.4	116.3	118.5
Budget Highlights	<ul style="list-style-type: none"> o 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. o Implement new call center management features to improve customer service through enhanced skill based routing, reduced call waiting times, and improved call monitoring. o Maintain compliance with Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA) permits. o 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. o 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**



FISCAL YEAR 2009 BUDGET

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
<p>PWE-Office of the Director 2000030001</p> <p>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.</p>	<p>Provide administrative oversight; establish priorities and policies for timely and cost effective delivery of services to all customers.</p>
<p>PWE-Internal Audit 2000030002</p> <p>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.</p>	<p>Perform routine review of operations, review contracts and perform quarterly petty cash and change fund reviews; perform emergency and special assignments.</p>
<p>PWE-Chief of Staff 2000030003</p> <p>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.</p>	<p>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.</p>
<p>PWE-Environment Services 2000030004</p> <p>Provide learning services to city departments and others as appropriate.</p>	<p>Provide support to the department on environmental issues.</p>
<p>PWE-E.B. Cape Center 2000030005</p> <p>Provide learning services to city departments and others as appropriate. Provide consulting services for departments on organizational development activities and needs. Provide repository services for city wide training activities.</p>	<p>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.</p>
<p>PWE - Small Business Development 2000030009</p> <p>Implement the program objective of the Mayor's Executive Order 1-7 "Contractor's Pay or Play Program" within the Department. Develop, implement, review new strategies to expand the Small / Women and Minority Business Enterprises within the department;</p>	<p>Administer department-wide compliance with "Pay or Play Program". Design and manage the POP software system. Set flexibles goals to increase the number of PWE contracts awarded to minority and women owned businesses.</p>

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Programs administered		100%			100%			100%	
Oversight operations of the divisions		9			9			9	
CIP oversight		100%			100%			100%	
		2.5	379,735		3.0	333,480		3.0	484,087
Audits/Oper Review Sch.		20			18			18	
Contracts/Other Reviews		32			32			32	
Emerg/Special Assignments		20			22			22	
Monitor Construct Contract		6			5			6	
Monitor Serv/Supply Contra		98			95			98	
		12.8	1,004,097		12.5	1,024,411		17.0	1,329,856
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%	
		14.1	1,130,977		14.7	1,200,913		15.0	1,253,428
Programs supported		100%			100%			100%	
		2.3	782,910		2.2	914,453		1.0	825,699
Total attendance		28,004			33,800			36,500	
Total PWE employee trained		8,848			18,000			19,000	
% of Classes Cancelled		13			17			15	
Customer Satisfaction		4			4			4	
		17.2	1,605,211		21.0	1,853,527		20.1	2,075,338
Manage POPMS Data		N/A			100%			100%	
Invoice for POP Payment		N/A			100%			100%	
Increase Minority Contract		N/A			3			6	
Conduct Outreach		N/A			3			6	
Attend Pre-Bids / Award Co		N/A			20%			35%	
		0.0	0		1.0	235,364		5.0	356,338

FISCAL YEAR 2009 BUDGET

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-Public Utilities Admin. 2000040002 Process raw wastewater by physical and biological treatment methods and maintain treatment plants in compliance with Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) standards. Manage wastewater treatment collection.	Treat 100% of all total suspended solids (TSS) and biochemical oxygen demand (CBOD) received by WWTPs; remove maximum TSS in wastewater. Inspect and evaluate plant lift stations for operational readiness. The FY08 existing cost center has been merged w/40003 .
PWE-Operations Support 2000040003 Manage and lead the fourth largest water/wastewater utility in the nation consisting of 1,706 employees and a budget of \$260.1 million, supporting a population of 2.8 million. The division provides potable and untreated water through the Coastal Water Authority.	
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.	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-Satellite Plant Operations 2000040005 Process raw wastewater by physical and biological treatment methods and maintain treatment plants in compliance with Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) standards.	
Major Plants Operations 2000040006 Process raw wastewater by physical and biological treatment methods and process excess biosolids and maintain 5 major treatment plants and 3 major sludge disposal plants in compliance with Texas Commission on Environmental Quality (TCEQ) and the Protection Agency(EPA).	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.
PWE-Electrical and Instrumentation 2000040007 Provide timely response to equipment and system failures, electrical and automation system restorations, track wastewater equipment; preventative and corrective work orders and repair contracts.	Treat 100% of all total suspended solids (TSS) and biochemical oxygen demand (BOD) received by WWTPs; remove maximum total suspended solids in wastewater.
	Treat 100% of all total suspended solids (TSS) and biochemical oxygen demand (BOD) received by WWTPs; remove maximum total suspended solids in wastewater. Produce Class "A" and Class "B" Biosolids for beneficiary use.
	Reduce automation, electrical and instrumentation maintenance costs through automation improvement and proper preventative maintenance program, cross training, and equipment replacement. Reduce operating costs through continued automation improvement.

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
CBOD Tons Treated/Year		N/A			N/A			1,046	
TSS Tons Treated/Year		N/A			N/A			1,187	
Mil. gal. flow treated/yr.		N/A			N/A			2,062	
Solids tons disposed/year		N/A			N/A			1,134	
		5.9	982,398		3.5	438,301		8.5	1,726,755
Purchase Orders processed		485			515			500	
Purchase Card transactions		10,726			7,898			7,700	
Continue to lead and suppo PUD while maintaining excellent service.		100%			100%			100%	
		83.9	4,712,321		79.0	6,300,233		82.5	7,420,655
% of Operators TNRCC certified		95%			95%			95%	
Total samples analyzed/yr		143,787			134,292			134,292	
Total analysis/year		235,732			216,060			216,060	
		54.8	7,912,813		49.0	7,781,551		56.1	7,742,479
BOD tons treated/year		23,096			25,159			22,511	
TSS tons treated/year		31,610			32,100			28,721	
Mil. gal. flow treated/yr.		38,926			41,574			36,108	
Solids tons disposed/year		30,884			33,919			32,775	
		72.8	23,347,771		71.4	23,716,216		79.9	25,095,380
BOD tons treated/year		35,678			39,301			35,164	
TSS tons treated/year		66,274			72,095			64,506	
Mil. gal. flow treated/yr.		56,969			62,451			56,967	
Solids tons disposed/year		64,916			51,835			51,835	
		88.0	35,279,395		86.1	37,916,139		91.3	41,629,336
New Scada installation		12			12			10	
Track Preventive and Corrective Work Order		6,032			5,501			6,000	
		19,743			13,995			14,000	
		58.7	6,954,375		73.5	7,447,612		75.1	8,516,562

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Sewer Lines Cleaned (Feet)	4,302,164			4,000,000			2,000,000		
Sewer Lines Rehabilitated (Feet)	1,102,998			1,000,000			950,000		
		124.6	9,275,075		123.5	10,115,295		133.9	10,215,473
CIP Planned/objective Contracts managed	\$100M \$15M			\$100M \$15M			\$100M \$16M		
		18.1	2,339,317		13.5	2,452,430		14.7	2,107,825
Reduce # of new equipment purchases	15%			N/A			N/A		
Reduce # of corrective work orders	6%			10%			3%		
		117.9	16,984,421		117.4	18,373,189		127.7	18,645,282
Achieve 95% FTEs	280			290			322		
SDWA Violations	N/A			N/A			0		
Environmental violations	N/A			N/A			0		
Total Water analyses	N/A			620,000			620,000		
		20.3	22,679,948		31.6	25,433,387		39.3	23,166,186
PRV stations exercised	N/A			N/A			400		
Valves Exercised	860			1,000			14,000		
Cross Connection Surveys	605			700			2,000		
Customer complaints	4,297			N/A			N/A		
Regulatory System Flushes	12,060			12,000			12,000		
		61.0	5,348,147		48.9	4,246,618		58.6	4,975,236
HGCSD compliance	100%			100%			100%		
TCEQ violations	0			0			0		
City GW Production per/yr	36.5 BGY			20.1 BGY			21.9 BGY		
FBCSD compliance	100%			100%			100%		
Electrical Production Cost	N/A			\$388 per M			\$365 per MG		
		28.5	14,451,447		21.3	13,719,715		30.7	15,601,133

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Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Production of surface water (BGY)	68.9	BGY		82.1	BGY		80.3	BGY	
SDWA compliance		N/A			100%			100%	
Total THMs<80 ppb effluent	<34	ppb		<64	ppb		<64	ppb	
Total HAAs<60 ppb effluent	<30	ppb		<48	ppb		<48	ppb	
	33.8		20,116,293	47.8		20,749,243	37.7		20,562,445
Demolish abandoned fac.	1			N/A			N/A		
Tank Exterior Cleanings	26			26			N/A		
Tank Interior Cleanings	26			26			N/A		
Wells Rehabilitated	6			6			N/A		
Tanks Rehabilitated	5			5			5		
	17.1		1,409,430	15.1		1,492,472	20.7		1,901,002
Increase EWPP PM MH	N/A			N/A			17% to 25%		
Increase GW PM MH	N/A			N/A			7% to 20%		
Unanticipated eqp failures	6			N/A			N/A		
Major systems uptime	N/A			80%			N/A		
Increase SEWPP PM MH	N/A			N/A			24% to 60%		
	77.2		7,057,004	76.2		10,177,353	83.0		10,177,064
Production of surface wtr	30.6	BGY		28.1	BGY		27.4	BGY	
Total THM	N/A			64ppb			<64 ppb		
Total HAA5	N/A			48ppb			<48 ppb		
Chemical Prouction Cost	N/A			\$60 per MG			\$65 per MG		
Electrical Production Cost	N/A			\$102 per M			\$95 per MG		
	13.0		6,316,765	14.2		5,510,404	20.2		6,537,604
Product. of surface water	31.0	BGY		28.1	BGY		27.4	BGY	
Electrical Production Cost	N/A			N/A			\$205 per MG		
Total THM's	<64	ppb		<64	ppb		<64 ppb		
Total HHA's 5	<48	ppb		<48	ppb		<48 ppb		
Chemical Production Cost	N/A			N/A			\$160 per MG		
	3.4		13,554,678	12.0		12,495,305	21.0		11,538,519
Achieve 95% Bud Positions	637			637			607		
	2.1		783,943	2.0		962,173	68.0		4,373,881

FISCAL YEAR 2009 BUDGET

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
<p>PWE-Building Services 2000040020 Maintain the five Utility Maintenance facilities in accordance with building standards.</p>	<p>This function is done by the General Service Department (GSD).</p> <p>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 customer response.</p> <p>Relocation of the water meters and service lines from customers' back yards to the street front of the property. Repair water mains in a timely manner. Provide technical and engineering services to the Branch.</p> <p>Provide relief within 24 hours to 95% of reported sewage issues from citizens residences/business, clean sewer lines and remove blockages, perform point repairs on large lines. Provide restoration after sewer and water repairs.</p> <p>Process 100% of commodity invoices within 10 days of receipt by division; provide periodic cash flow projections for the water/sewer operations. Prepare 95% monthly financial reports that are timely and error free.</p> <p>This cost center will be moved to 2000080001 in FY09.</p>
<p>PWE-System Maintenance 2000040021 Maintain 7,500 plus miles of water mains in the distribution system, 6,790 plus miles of sewer lines in the collection system. Performance approximately 13,000 repairs per year. Receive and investigate 110,000 service requests from 311.</p>	
<p>PWE-Engineering Services 2000040022 Relocate water meters and household service lines in customers' back yards to street front. Repair 16 inch and larger water mains. Repair and perform preventative maintenance of 54,000 fire hydrants. Manage Kingwood operation and maintenance service contract.</p>	
<p>PWE-Technical Services 2000040023 Respond to 95% of stoppages within 24 hours. Repair 12 feet or deeper sewer lines. Restore concrete, asphalt, fence and landscaping after water and sewer repairs.</p>	
<p>PWE-Financial Management 2000050002 Provide services such as accounting, vouchering, expenditure control, budgeting, report generation, revenue reporting, and fiscal management for PWE.</p>	
<p>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.</p>	

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Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Program supported by GSD		100%			100%			100%	
		0.0	1,047,765		0.0	1,733,171		0.0	1,603,572
Number of sewer repairs		2,674			2,450			2,400	
Number of water repairs		10,267			10,500			10,000	
Number of service requests		110,951			100,000			100,000	
		286.5	20,328,699		269.2	18,898,274		197.7	17,081,701
Service transfers complete		520			520			500	
Large diameter (16") main		100			100			95	
Fire Hydrant Preventive		6,000			17,000			13,500	
Maintenance repair		100,000			100,000			100,000	
		122.1	14,458,007		114.8	12,892,318		118.6	14,045,844
Large diameter sewer repairs completed		36			36			36	
Stoppages cleared		28,000			27,000			26,000	
		182.4	14,095,804		171.2	14,523,079		175.9	13,668,666
Invoices confirmed for pay within 10 days.		100%			100%			100%	
Prepare financial reports timely and error free		100%			95%			95%	
		43.9	359,502,892		47.2	411,235,695		53.3	439,354,973
HW & SW support calls		14,750			N/A			N/A	
Voice & service calls		7,462			N/A			N/A	
Program support calls		641			N/A			N/A	
Radio equip availability		99%			N/A			N/A	
Application support		1,200			N/A			N/A	
		39.1	6,738,177		0.0	0		0.0	0

FISCAL YEAR 2009 BUDGET

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
<p>PWE-Materials Management 2000050005</p> <p>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.</p>	<p>Provide services and materials in a timely manner at low cost and insure compliance of operating units to procurement standards; Develop and manage contractual agreements; Monitor and oversee Department's PCard activity.</p>
<p>PWE-Facilities Operation - 611 Walker 2000050006</p> <p>Fund the operation and maintenance of the 611 Walker facility which is overseen by the Building Services Department.</p>	<p>Provide necessary funding to Building Services; operate and maintain a top quality, high caliber facility that's consistent with other major downtown facilities.</p>
<p>PWE-Util. Cust. Serv.Mgmt. Support 2000050007</p> <p>Provide administrative and support services for the branch, including budget, procurement, facilities maintenance, security, contract administration, asset management and fleet management.</p>	<p>Provide support and resources to Utility Customer Service (UCS) to achieve the goals/objectives of the branch: reduce costs, maintain facilities and vehicles and ensure employees' safety. Ensure that all financial reports are analyzed, accurate and timely.</p>
<p>PWE-Data Processing 2000050008</p> <p>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.</p>	<p>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.</p>
<p>PWE-Field Services 2000050009</p> <p>Restore water services; perform inspections and investigations for billing inquires & complaints. Terminate service for delinquent customers. Repair leaks & locate buried meters. Read all meters monthly & recheck as required. Investigate and terminate service.</p>	<p>Perform same day customer requests, handle emergency turn ons the same day, repair meters, provide route main, invest. & correct meter status, reduce can't read accounts. Accurately read meters electronically and manually. This cost center merged with 2000050014 in FY08.</p>
<p>PWE-Collections & Human Resources 2000050010</p> <p>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, plus evaporation credits.</p>	<p>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. Respond timely and accurately</p>

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Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
POs processed		3,689		4,128			4,300		
Field POs monitored		200		1,332			1,400		
Contracts managed		500		516			645		
Oversight of storerooms		24		23			23		
Inventory turnover rate		1.00		1.21			1.25		
		71.8	4,564,435	72.0	4,996,001		91.6	6,021,938	
Manage funds to operate 611 Walker building		100%		100%			100%		
Bill tenants for operating costs		100%		100%			100%		
		0.0	4,237,904	0.0	5,167,345		0.0	5,358,000	
Perform APP safety audits		9 audits		12 audits			12 audits		
Contracts renewed timely		87%		90%			95%		
Training hrs/employee		4.4		3.5			4.0		
		15.2	5,742,311	12.5	6,017,613		12.5	6,615,143	
Production aborts <.5%		.5%		.5%			.5%		
System availability (availability >99.9%)		100%		100%			99%		
Bills processed and mailed same day		96%		99%			95%		
		32.6	4,086,859	33.5	5,019,176		33.6	5,183,493	
Investigations handled mo		63%		N/A			N/A		
Meters located & read		95%		N/A			N/A		
Same Day Emer. Turn Ons		98%		N/A			N/A		
Preaudit Recheck Field WO.		86%		N/A			N/A		
Cred. & Coll. WOs Complete		23%		N/A			N/A		
		75.2	3,984,424	0.0	0		0.0	0	
Monthly dollars collected		100%		99%			99%		
Contract water mtrs read w/in 2 day margin		100%		100%			99%		
Phone contact w/ 40% of Coll. calls from system		40%		40%			40%		
		27.9	1,554,704	31.5	1,863,129		38.1	2,550,704	

FISCAL YEAR 2009 BUDGET

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
<p>PWE-Customer Accounting 2000050011</p> <p>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. Prepare documents.</p>	<p>Research and process billings and adjustments and update customer accounts timely and accurately.</p>
<p>PWE-Credits and Collections 2000050012</p> <p>Process complaints referred from Contact Center (CC) or other areas for hearings. Respond to customers' written requests referred by CC. Administer W.A.T.E.R. Fund and Gate keeper's program. Train and develop employees to provide quality 1 stop service.</p>	<p>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.</p>
<p>PWE-Customer Assistance 2000050013</p> <p>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.</p>	<p>Resolve customers' service request in first response /interaction.</p>
<p>PWE-Meter Shop 2000050014</p> <p>Replace meters, tests, calibrate and repair. 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, unmetered firelines, and sewer connects.</p>	<p>To increase revenues and decrease unaccounted for water by quickly repairing damaged meters, decrease large meters calibration time, ensure water and sewer services are billed according to City's specifications.</p>
<p>PWE-Cashiers 2000050015</p> <p>Process and balance water payments received by mail, teller, APS, EDI, bankdraft, Intellachek, OPPS. Research missing or misapplied payments. Create reports of revenue sources and deposits. Balance bank deposits and report revenue to the Controller's Office.</p>	<p>Process and balance all payments timely and accurately. Ensure deposit in bank within 24 hours. Report all information.</p>
<p>PWE-Human Resource Staffing Services 2000050016</p> <p>Provide personnel administration, payroll management and workers compensation case management services for PWE.</p>	<p>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.</p>

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
5 day cust refund process		99%			99%			98%	
Adjustment accuracy rate		98%			97%			98%	
3 day returned ck process		100%			100%			99%	
Exception list acct's billed w/in 14 days		72%			82%			95%	
		19.5	984,601		24.0	1,123,959		24.2	1,258,454
Complaints w/o Admin Hear.		81%			54%			95%	
Walk-ins avg wait time		5 mins			8 mins			5 mins	
30 day WATER Fund proc.		100%			100%			99%	
Cust surveyed each month		216			140			200	
Req answered in 5 days		99%			99%			95%	
		15.8	994,699		16.5	971,427		15.7	1,015,903
% of complaints escalated to Admin Review or priority complaints		3%			8%			5%	
Cust satisfaction rating		96%			95%			95%	
Wait time vs staffing		61%			63%			80%	
		60.6	2,788,676		85.0	3,941,017		79.3	3,648,642
Inspection appt met mthly		99.8%			99.9%			99.8%	
Repr/replce 3"+ meters/mo.		159			170			180	
Meters located and read		N/A			97%			97%	
Same Day emergency Turn O		N/A			99%			99%	
Preaudit Recheck Field WOs		N/A			97%			97%	
		77.6	5,151,773		117.5	8,033,508		177.9	10,130,424
Deposit accuracy rate		100%			100%			100%	
Deposit available within 24 hrs		99.3%			100%			100%	
% of payments processed daily		100%			100%			100%	
		12.1	1,010,483		12.0	705,111		13.0	1,070,165
Positions posted		906			1,100			1,100	
Applications review		43,536			45,000			45,000	
Hires/proms/trans		1,325			1,500			1,500	
		11.6	1,125,057		20.8	1,331,449		17.2	1,148,594

FISCAL YEAR 2009 BUDGET

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
<p>PWE-Safety 2000050017</p> <p>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.</p>	<p>Reduction in workers compensation claims, field inspection surveys, training support, statistical analysis reporting and NPDES Permit compliance issues relating to spill response.</p>
<p>PWE-Employee Relations 2000050018</p> <p>Administer and monitor programs to support management in accomplishing objectives, enforcing policies, and improving efficiency.</p>	<p>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.</p>
<p>PWE-Case Management 2000050019</p> <p>Provide H.R. services for personnel actions and records management, administer case management, and provide cost center management over site for the department.</p>	<p>Aggressively manage the cases of employee injury on the job to facilitate timely resolution. Process employees for retirement, deferred retirement, & DROPs in a timely manner. Process personnel actions and monitor completion.</p>
<p>PWE-Human Resources Management 2000050020</p> <p>Management of the Department of Public Works and Engineering's Human Resource Branch.</p>	<p>To oversee the management of the HR Services Section, Safety Section, Employee Relations Section, Case Management Section, and Payroll Section.</p>
<p>PWE - Payroll Services 2000050021</p> <p>Provide overall payroll support to the department in the areas of personnel/payroll and financial information.</p>	<p>To efficiently deliver accurate reliable and a timely bi-weekly payroll to ensure that all employees are paid correctly. New cost center added in FY09.</p>
<p>PWE-Utility Analysis 2000060005</p> <p>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.</p>	<p>Respond to 90% of WCR applications within 14 days. Review 95% of petitions for water district creation within 32 days. Decrease costs of consulting fees through in-house utility planning.</p>

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Facility Inspection		56			112			110	
PWE employees trained		2,269			2,200			2,700	
Non-PWE employees trained		457			200			250	
Safety Surveys		3,692			3,600			3,600	
Accident Investigations		100%			100%			100%	
		21.2	1,517,662		20.0	1,423,750		20.1	1,436,177
Drug and alcohol tests		1,625			1,700			1,700	
Positive drug tests		1.7%			1.8%			1.8%	
Average number of days to complete grievance		17.5			28			28	
School-to-work/outreach		42			38			40	
		10.3	799,351		14.6	911,075		15.3	990,548
Injury Cases Processed		450			400			375	
Transitional duty particip		70			80			105	
PA forms processed		N/A			N/A			16,800	
Stencils for Personnel Act		N/A			N/A			24	
No.reports prepared for Mgm		N/A			N/A			200	
		11.5	676,462		23.6	1,446,550		19.2	1,295,273
Program Supported		100%			100%			100%	
		9.3	1,005,817		5.7	590,632		4.0	449,080
Quota Pay Out Request Processed		N/A			N/A			400	
No. of payroll exceptions processed biweekly		N/A			N/A			10,000	
		0.0	0		0.0	0		17.2	896,884
WCR letters w/in days		98%			98%			98%	
Annex requests in 32 days		90%			83%			83%	
Savings in consulting fees		2,500,000			2,500,000			3,000,000	
Manage contract/projects		40			40			30	
		41.4	3,413,842		53.6	4,055,093		60.8	5,078,066

FISCAL YEAR 2009 BUDGET

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
<p>PWE-Information Technology 2000080001</p> <p>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.</p>	<p>Cont. the planning and improvement of the data comm. capabilities by expanding the installed wide area network(WAN). Emphasis will be on network enhancements to increase bandwidth, WAN/LAN connectivity & upgrade. This cost center is new for FY09.</p>

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
HW & SW support calls		N/A		17,000			18,000		
Voice & service calls		N/A		8,782			7,264		
Program support calls		N/A		378			509		
Radio equip availability		N/A		99%			99%		
		0.0	0	60.5		7,558,594	69.4		8,508,195
Total		<u>2,121.2</u>	<u>664,218,875</u>	<u>2,146.1</u>		<u>729,327,750</u>	<u>2,364.6</u>		<u>776,668,002</u>

FISCAL YEAR 2009 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
ACCOUNT CLERK	10	3.0	3.0	
ACCOUNTANT	17	3.0	7.0	4.0
ACCOUNTANT ASSOCIATE	14	7.0	9.0	2.0
ACCOUNTANT MANAGER	27	0.0	1.0	1.0
ACCOUNTANT SUPERVISOR	24	1.0	2.0	1.0
ADMINISTRATION MANAGER	26	15.0	14.0	(1.0)
ADMINISTRATIVE AIDE	10	20.0	16.0	(4.0)
ADMINISTRATIVE ASSISTANT	17	55.5	61.0	5.5
ADMINISTRATIVE ASSOCIATE	13	44.0	43.0	(1.0)
ADMINISTRATIVE COORDINATOR	24	16.0	20.0	4.0
ADMINISTRATIVE SPECIALIST	20	23.0	29.0	6.0
ADMINISTRATIVE SPECIALIST (EXECUTIVE LEVEL)	20	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	14.0	12.0	(2.0)
ASSISTANT BUYER	12	3.0	2.0	(1.0)
ASSISTANT CHIEF INSPECTOR	25	2.0	2.0	
ASSISTANT CUSTOMER SERVICE MANAGER	26	3.0	3.0	
ASSISTANT DIRECTOR (EXECUTIVE LEVEL)	32	11.0	10.0	(1.0)
ASSISTANT DIRECTOR-PUBLIC WORKS	34	4.0	5.0	1.0
ASSISTANT ELECTRICAL SUPERVISOR	22	4.0	3.0	(1.0)
ASSISTANT INDUSTRIAL MECHANIC	11	2.0	2.0	
ASSISTANT OPERATIONS MANAGER	22	1.0	1.0	
ASSISTANT PROJECT MANAGER	20	0.0	1.0	1.0
ASSISTANT PUBLIC WORKS MAINTENANCE MANAGE	26	10.0	13.0	3.0
ASSISTANT PUBLIC WORKS OPERATIONS MANAGE	26	10.0	10.0	
ASSISTANT SUPERINTENDENT	20	2.0	2.0	
AUDITOR SUPERVISOR	25	1.0	1.0	
BUILDING MAINTENANCE SUPERVISOR	13	0.0	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	0.0	(1.0)
CHEMIST I	14	4.0	3.0	(1.0)
CHEMIST II	17	14.0	14.0	
CHEMIST III	21	10.0	10.0	
CHEMIST IV	23	4.0	4.0	
CHIEF INSPECTOR	27	0.0	0.0	
CLERK	5	2.0	1.0	(1.0)
COLLECTIONS SUPERVISOR	18	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	3.0	3.0	
CONTRACT ADMINISTRATOR	22	2.0	3.0	1.0
CONTRACT COMPLIANCE OFFICER	15	2.0	4.0	2.0
CONTRACT COMPLIANCE SUPERVISOR	22	4.0	3.0	(1.0)
CUSTOMER SERVICE CASHIER	12	3.0	3.0	
CUSTOMER SERVICE CLERK	10	2.0	1.0	(1.0)
CUSTOMER SERVICE MANAGER	29	1.0	1.0	
CUSTOMER SERVICE REPRESENTATIVE I	13	65.0	75.5	10.5
CUSTOMER SERVICE REPRESENTATIVE II	15	32.5	37.5	5.0
CUSTOMER SERVICE REPRESENTATIVE III	16	34.0	32.0	(2.0)

FISCAL YEAR 2009 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
CUSTOMER SERVICE SECTION CHIEF	22	10.0	9.0	(1.0)
CUSTOMER SERVICE SUPERVISOR	18	12.0	10.5	(1.5)
DEPUTY ASSISTANT DIRECTOR (EXECUTIVE LEVEL)	30	14.0	14.0	
DEPUTY DIRECTOR-PUBLIC WORKS (EXEC. LEVEL)	36	2.0	2.0	
DIVISION MANAGER	29	14.0	14.0	
DIVISION MANAGER (EXECUTIVE LEVEL)	29	1.0	1.0	
ELECTRICAL ESTIMATOR	23	2.0	2.0	
ELECTRICAL SUPERINTENDENT	26	3.0	3.0	
ELECTRICIAN	18	13.0	10.0	(3.0)
ENGINEER	26	10.0	12.0	2.0
ENVIRONMENTAL INVESTIGATOR I	14	7.0	3.0	(4.0)
ENVIRONMENTAL INVESTIGATOR II	16	7.0	5.0	(2.0)
ENVIRONMENTAL INVESTIGATOR III	20	8.0	12.0	4.0
ENVIRONMENTAL INVESTIGATOR IV	23	3.0	5.0	2.0
ENVIRONMENTAL INVESTIGATOR V	28	2.0	3.0	1.0
EXECUTIVE STAFF ANALYST (EXECUTIVE LEVEL)	30	1.5	1.5	
EXECUTIVE OFFICE ASSISTANT	15	3.0	4.0	1.0
FACILITIES TECHNICIAN I	9	0.0	6.0	6.0
FIELD SUPERVISOR	17	81.0	81.0	
FINANCIAL ANALYST I	15	0.0	0.0	
FINANCIAL ANALYST II	18	2.0	6.0	4.0
FINANCIAL ANALYST III	21	1.0	2.0	1.0
FINANCIAL ANALYST IV	25	8.0	6.0	(2.0)
FIXED ASSET CLERK	10	0.0	1.0	1.0
FIXED ASSET SPECIALIST	13	3.0	2.0	(1.0)
FIXED ASSET SUPERVISOR	21	0.0	1.0	1.0
GENERAL SUPERINTENDENT	21	3.0	4.0	1.0
GIS ANALYST	20	5.0	6.0	1.0
GIS CONSULTANT	26	1.0	1.0	
GIS MANAGER	29	1.0	1.0	
GIS TECHNICIAN	12	7.0	7.0	
GRADUATE ENGINEER	22	34.0	35.0	1.0
GRADUATE ENGINEER I		1.0	0.0	(1.0)
GRAPHIC DESIGNER	17	1.0	1.0	
HUMAN RESOURCES ASSISTANT	13	3.0	3.0	
HUMAN RESOURCES MANAGER	27	2.0	3.0	1.0
HUMAN RESOURCES SPECIALIST	17	0.0	2.0	2.0
HUMAN RESOURCES SUPERVISOR	24	2.0	4.0	2.0
HUMAN RESOURCES TECHNICIAN	12	4.0	3.0	(1.0)
INDUSTRIAL MECHANIC	17	3.0	5.0	2.0
INFORMATION SYSTEMS ADMINISTRATOR	30	2.0	2.0	
INSPECTOR	18	51.5	62.5	11.0
INVENTORY MANAGEMENT CLERK	9	21.0	21.0	
INVENTORY MANAGEMENT SUPERVISOR	17	13.0	13.0	
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	4	10.0	8.0	(2.0)
LAN SPECIALIST	26	5.0	5.0	
MACHINIST	14	1.0	0.0	(1.0)
MAINTENANCE MECHANIC I	8	1.0	0.0	(1.0)
MAINTENANCE MECHANIC II	12	4.0	5.0	1.0

FISCAL YEAR 2009 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
MAINTENANCE MECHANIC III	14	15.0	13.0	(2.0)
MAINTENANCE SUPERVISOR	16	4.0	4.0	
MANAGEMENT ANALYST I	15	2.0	0.0	(2.0)
MANAGEMENT ANALYST II	18	7.0	6.0	(1.0)
MANAGEMENT ANALYST III	21	7.0	9.0	2.0
MANAGEMENT ANALYST IV	25	8.0	9.0	1.0
MANAGING ENGINEER	31	13.0	13.0	
METER READER	7	5.0	39.0	34.0
MICROBIOLOGIST I	14	1.0	1.0	
MICROBIOLOGIST III	21	0.0	1.0	1.0
OFFICE SERVICE MANAGER	23	4.0	4.0	
OFFICE SUPERVISOR	17	11.0	10.0	(1.0)
OPERATIONS MANAGER	27	1.0	1.0	
OPERATIONS SUPERVISOR	18	3.0	2.0	(1.0)
PAINTER	11	3.0	2.0	(1.0)
PAINTER LEADER	15	1.0	1.0	
PAYROLL CLERK	9	1.0	1.0	
PAYROLL SUPERVISOR	17	2.0	2.0	
PBX ATTENDANT	8	1.0	1.0	
PLANT OPERATOR	11	49.0	54.0	5.0
PLANT OPERATOR SUPERVISOR	19	33.0	35.0	2.0
PLANT OPERATOR TRAINEE	6	47.0	43.0	(4.0)
PLUMBER LEADER	18	1.0	1.0	
PROCUREMENT SPECIALIST	24	2.0	3.0	1.0
PROGRAMMER ANALYST I	16	1.0	1.0	
PROGRAMMER ANALYST II	19	2.0	2.0	
PROGRAMMER ANALYST III	22	8.0	7.0	(1.0)
PROGRAMMER ANALYST IV	25	13.5	13.5	
PROJECT MANAGER	24	26.0	30.0	4.0
PROJECT TECHNICIAN I	8	1.0	1.0	
PROJECT TECHNICIAN II	13	4.0	4.0	
PROJECT TECHNICIAN III	17	16.0	14.0	(2.0)
PROJECT TECHNICIAN IV	20	10.0	11.0	1.0
PUBLIC LOSS INVESTIGATOR	22	1.0	1.0	
PUBLIC WORKS DIRECTOR	39	1.0	1.0	
PUBLIC WORKS MAINTENANCE MANAGER	29	10.0	13.0	3.0
PUBLIC WORKS MAINTENANCE SECTION CHIEF	22	30.0	30.0	
PUBLIC WORKS OPERATIONS MANAGER	29	2.0	5.0	3.0
PUBLIC WORKS OPERATIONS SECTION CHIEF	22	17.0	18.0	1.0
PUBLIC WORKS SECTION CHIEF		0.0	1.0	1.0
RADIO INSTALLER	6	3.0	2.0	(1.0)
RECORDS SUPERVISOR	18	0.0	1.0	1.0
RECORDS TECHNICIAN	9	3.0	3.0	
SAFETY ADMINISTRATOR	27	1.0	1.0	
SAFETY COORDINATOR	15	3.0	3.0	
SAFETY OFFICER	21	2.0	3.0	1.0
SAFETY REPRESENTATIVE	19	11.0	11.0	
SAFETY SUPERVISOR	24	1.0	0.0	(1.0)
SECURITY OFFICER LEADER	12	3.0	6.0	3.0
SEMI-SKILLED LABORER	6	69.0	42.0	(27.0)
SENIOR ACCOUNT CLERK	13	6.0	6.0	
SENIOR ACCOUNTANT	20	2.5	1.5	(1.0)
SENIOR AUDITOR	21	5.0	4.0	(1.0)

FISCAL YEAR 2009 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
SENIOR BUYER	22	7.0	8.0	1.0
SENIOR CLERK	8	4.0	3.0	(1.0)
SENIOR COMMUNITY LIAISON	23	0.0	1.0	1.0
SENIOR COMPUTER OPERATOR	14	10.0	10.0	
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR CUSTOMER SERVICE CLERK	12	9.0	8.0	(1.0)
SENIOR DATA CONTROL CLERK	12	5.0	5.0	
SENIOR DATA ENTRY OPERATOR	12	6.0	6.0	
SENIOR DISPATCHER	12	19.0	19.0	
SENIOR FIXED ASSET SPECIALIST	17	0.0	1.0	1.0
SENIOR GIS ANALYST	24	2.0	2.0	
SENIOR GIS TECHNICIAN	17	7.0	6.0	(1.0)
SENIOR INSPECTOR	22	9.0	10.0	1.0
SENIOR INSTRUMENT TECHNICIAN	14	2.0	2.0	
SENIOR MICROCOMPUTER ANALYST	23	2.0	1.0	(1.0)
SENIOR PAYROLL CLERK	13	13.0	11.0	(2.0)
SENIOR PLAN ANALYST	18	10.0	10.0	
SENIOR PLANT OPERATOR	15	62.0	67.0	5.0
SENIOR PROCUREMENT SPECIALIST	27	1.0	1.0	
SENIOR PROJECT MANAGER	27	20.0	25.0	5.0
SENIOR SLUDGE PROCESSOR	15	15.0	15.0	
SENIOR STAFF ANALYST	28	5.5	5.5	
SENIOR SUPERINTENDENT	27	1.0	1.0	
SENIOR TRAINER	21	7.0	8.0	1.0
SENIOR UTILITY MECHANIC	16	59.0	55.0	(4.0)
SLUDGE PROCESSOR	11	2.0	2.0	
SENIOR COMMUNICATIONS SPECIALIST	20	1.0	1.0	
SENIOR COMMUNICATIONS TECHNICIAN	19	4.0	5.0	1.0
SENIOR CONTRACT COMPLIANCE OFFICER	18	7.0	6.0	(1.0)
SENIOR HUMAN RESOURCES SPECIALIST	21	5.0	5.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	41.0	41.0	
SENIOR PUBLIC LOSS INVESTIGATOR	24	2.0	2.0	
SENIOR STAFF ANALYST (EXECUTIVE LEVEL)	28	1.0	0.0	(1.0)
SENIOR TELECOMMUNICATIONS SPECIALIST	21	2.0	2.0	
STAFF ANALYST	26	5.0	5.0	
STUDENT INTERN I	2	4.0	2.0	(2.0)
STUDENT INTERN II	10	6.0	11.0	5.0
SUPERINTENDENT	24	4.0	4.0	
SUPERVISING ENGINEER	29	20.0	25.0	5.0
SYSTEMS ACCOUNTANT III	27	0.0	1.0	1.0
SYSTEMS CONSULTANT	26	17.0	18.0	1.0
SYSTEMS SUPPORT ANALYST I	16	3.0	5.0	2.0
SYSTEMS SUPPORT ANALYST II	19	6.0	6.0	
SYSTEMS SUPPORT ANALYST III	22	2.0	3.0	1.0
SYSTEMS SUPPORT ANALYST IV	25	3.0	3.0	
TECHNICAL HARDWARE ANALYST I	17	11.0	10.0	(1.0)
TECHNICAL HARDWARE ANALYST II	21	47.0	46.0	(1.0)
TECHNICAL HARDWARE ANALYST III	23	12.0	16.0	4.0
Temp Job Code	NA	0.0	0.0	
TRAINER	17	1.0	1.0	
TRAINING ADMINISTRATOR	24	3.0	3.0	
TRAINING COORDINATOR	24	1.0	0.0	(1.0)
UTILITY MECHANIC	12	40.0	41.0	1.0

FISCAL YEAR 2009 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
UTILITY WORKER	12	567.0	552.0	(15.0)
WATER SERVICE INSPECTOR I	11	101.5	64.0	(37.5)
WATER SERVICE INSPECTOR II	15	27.0	31.0	4.0
WATER SERVICE INSPECTOR III	17	19.0	17.0	(2.0)
WEB COORDINATOR	17	1.0	1.0	
WEBMASTER	26	0.0	1.0	1.0
Total FTEs		2,570.0	2,612.0	42.0
Less adjustment for Civilian Vacancy Factor		227.4	247.4	20.0
Full-Time Equivalents		2,342.6	2,364.6	22.0

FISCAL YEAR 2009 BUDGET

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	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
2000030005	PWE-E.B. Cape Center			
426370	Training Services	56,800	120,000	75,000
2000040004	PWE-Management & Quality Control			
456180	Fertilizer Sales	150,000	160,000	165,000
2000040008	PWE-Collection System Operations			
456115	Industrial Waste Discharge Permits	6,000	6,000	7,000
2000040019	PWE-Utility Maintenance Management			
434215	Sale of Non-Capital Rolling Stock	250,000	300,000	250,000
2000050002	PWE-Financial Management			
422155	Intergovernmental Revenue - Other	0	11,781,313	48,000,000
424020	Interfund Engineering Services	0	0	305,153
426420	Building Space Rental Fees	0	2,000	2,000
426430	Facility Rental Fees	6,563,338	6,563,338	6,886,537
432010	Interest on Pooled Investments	8,715,250	9,000,000	9,000,000
434205	Sale of Scrap Metal	10,000	140,000	20,000
434225	Sale of Non-Capital Equip. & Merchandise	8,000	8,000	8,000
434235	Sale of Capital Assets	0	100,000	10,000
434240	Sale of Capital Assets-Land/Streets	2,000,000	3,220,000	11,721,459
434305	Judgments & Claims	0	26,000	25,000
434335	Recover Damage-Infrastructure	150,000	300,000	150,000
434505	Prior Year Expenditure Recovery	0	76,959	0
452020	Recoveries & Refunds	50,000	50,000	50,000
452030	Miscellaneous Revenue	42,000	42,000	43,000
456155	Meter Testing Fees	100	250	300
456185	Contract Revenue from Water Authority	179,593	179,593	179,593
456190	Aband/Rerouting of Service Lines	0	50,000	0
456210	Missed Appointment	0	22,500	23,000
456220	Tenant Notice	0	3,000	30,000
456225	Failure to Apply	0	121,230	125,000
456230	Illegal Turn On	0	1,875	2,000
456250	Sewage Disposal	0	10,548	11,000
490100	Transfer from Combined Utility General	40,000,000	40,000,000	0
Total	PWE-Financial Management	57,718,281	71,698,606	76,592,042
2000050004	PWE-Information Technology			
457020	Interfund Communication Equipment Repair	290,000	290,000	0
2000050011	PWE-Customer Accounting			
425030	Indir Cost-CUS Fd	30,000	30,000	31,000
426330	Miscellaneous Copies Fees	14,400	14,200	15,000
428030	Release of Liens	500	500	500
428080	Returned Check Charges	150,000	150,000	160,000
453010	Retail Water Sales	297,272,713	283,419,568	298,846,000
453020	Bulk Water Sales - Treated	14,004,000	13,650,365	17,905,000
453030	Bulk Water Sales - Untreated	39,000,000	37,972,612	38,650,000
454010	Sewer Service Revenue	324,530,000	308,475,029	328,731,000
455010	Sewer Service Penalties	3,400,000	4,400,000	4,500,000
455020	Water Service Penalties	2,900,000	3,800,000	3,900,000
456125	Fire Sprinkler Fees	4,537,200	3,450,000	3,600,000
456130	Water Meter Rental Fees	92,300	140,000	150,000
456135	Delinquent Reconnection Fees	172,800	450,000	350,000
456140	Tap Installation Fees	28,800	10,000	11,000

FISCAL YEAR 2009 BUDGET

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	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
456145	Meter Installation Fees	677,000	900,000	930,000
456150	Engineering Inspection Fees	605,000	605,000	630,000
456160	Transient Meter Relocation Fee	21,600	10,000	11,000
456165	New Customer Fees	396,100	275,000	280,000
456170	Account Record Fees	2,200	2,200	2,300
456245	Evaporation Credit Processing Fee	0	30,000	168,960
456255	Misc Operating Rev	0	0	3,000
Total PWE-Customer Accounting		<u>687,834,613</u>	<u>657,784,474</u>	<u>698,874,760</u>
2000050017	PWE-Safety			
456515	Defensive Driving Fees	18,725	5,000	5,000
2000050020	PWE-Human Resources Management			
424020	Interfund Engineering Services	0	1,000	1,000
2000060005	PWE-Utility Analysis			
426270	Utility District Application Review	60,000	60,000	63,000
426320	City Maps & Related Items	5,000	5,000	5,200
426330	Miscellaneous Copies Fees	0	200	0
428080	Returned Check Charges	0	400	0
452030	Miscellaneous Revenue	8,000	8,000	8,000
456105	Oil and Gas Well Permits	1,000	1,000	1,000
456120	Development Permits	275,000	275,000	280,000
456265	Municipal Setting Designation Application	0	41,000	41,000
Total PWE-Utility Analysis		<u>349,000</u>	<u>390,600</u>	<u>398,200</u>
2000080001	PWE-Information Technology			
457020	Interfund Communication Equipment Repair	0	0	300,000
Total Public Works & Engineering		<u><u>746,673,419</u></u>	<u><u>730,755,680</u></u>	<u><u>776,668,002</u></u>

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
500010	Salary Base Pay - Civilian	76,691,617	84,885,681	80,981,383	91,753,053
500030	Salary Part Time - Civilian	218,067	257,107	257,107	211,434
500060	Overtime - Civilian	5,632,732	5,085,513	6,055,881	5,540,227
500070	Overtime - Classified	240	0	0	0
500090	Premium Pay - Civilian	545,283	601,900	573,801	504,300
500110	Bilingual Pay - Civilian	91,160	127,127	110,274	133,997
500180	Temporary Employees	217,517	220,000	399,896	342,536
500210	Pay for Performance-Municipal	2,300	0	0	0
501030	Earned Leave - Civilian	2,027,143	0	0	0
501070	Pension - Civilian	12,295,906	13,636,288	13,036,247	13,625,368
501120	Termination Pay - Civilian	648,228	1,838,600	1,767,160	1,774,000
501160	Vehicle Allowance - Civilian	8,412	9,600	10,339	9,600
502010	FICA - Civilian	6,136,229	7,066,939	6,789,205	7,520,843
503010	Health Ins-Act Civilian	11,828,687	12,701,445	12,051,790	14,140,982
503015	Basic Life Insurance - Active Civilian	24,439	0	92,523	126,675
503050	Health/Life Insurance - Retiree Civilian	6,785,808	7,040,138	6,829,896	7,419,303
503060	Long Term Disability-Civilian	296,998	333,939	283,527	199,431
503090	Workers Compensation-Civilian-Admin	128,311	553,193	504,006	515,833
503100	Workers Compensation-Civilian-Clm	0	2,386,920	1,465,857	1,212,957
504010	Pension - GASB 27 Pension Accrual	6,735,000	0	0	0
504020	Compensation Contingency	0	0	0	1,068,962
504030	Unemployment Claims	82,599	81,666	71,716	82,036
Total	Personnel Services	130,396,676	136,826,056	131,280,608	146,181,537
511010	Chemical Gases & Special Fluids	19,058,283	20,378,267	21,256,558	19,350,848
511015	Cleaning & Sanitary Supplies	266,176	282,100	184,823	157,297
511020	Construction Materials	3,089,690	2,147,500	2,489,049	2,279,799
511025	Electrical Hardware & Parts	879,960	762,400	974,688	773,389
511030	Mechanical Hardware & Parts	1,459,714	1,272,800	1,222,743	1,225,595
511035	Meters Hydrants & Plumbing Supplies	481,093	631,703	868,615	882,908
511040	Audiovisual Supplies	49,245	49,350	48,316	59,450
511045	Computer Supplies	560,448	678,915	799,314	692,781
511050	Paper & Printing Supplies	325,303	381,100	434,388	377,749
511055	Publications & Printed Materials	97,745	125,400	109,046	127,516
511060	Postage	1,895,056	1,850,950	1,467,235	1,879,800
511070	Miscellaneous Office Supplies	439,498	396,300	399,459	386,181
511080	General Laboratory Supplies	310,400	269,500	372,703	292,081
511085	Drugs & Medical Chemicals	20,490	7,800	2,700	7,500
511090	Medical & Surgical Supplies	36,764	29,400	43,331	26,100
511095	Small Technical & Scientific Equipment	326,968	615,500	669,244	382,216
511110	Fuel	3,058,956	3,058,990	3,443,150	3,227,364
511115	Vehicle Repair & Maintenance Supplies	62,465	112,300	147,104	128,849
511120	Clothing	416,460	453,400	515,950	436,515
511125	Food Supplies	33,849	41,000	54,329	33,332
511140	Landscaping & Gardening Supplies	111,402	154,900	108,362	207,316
511145	Small Tools & Minor Equipment	1,506,883	1,537,500	953,182	1,147,832
511150	Miscellaneous Parts & Supplies	565,374	428,250	510,064	384,505
Total	Supplies	35,052,222	35,665,325	37,074,353	34,466,923
520100	Temporary Personnel Services	226,601	239,900	271,950	504,900
520101	Janitorial Services	656,002	658,600	662,529	514,939

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
520102	Security Services	1,614,301	1,425,800	1,313,546	1,651,155
520105	Accounting & Auditing Services	112,700	50,000	50,000	40,000
520106	Architectural Services	0	0	0	8,000
520107	Computer Info/Contr	655,989	880,265	733,000	1,235,095
520108	Information Resource Services	86,510	301,000	176,000	171,000
520109	Medical Dental & Laboratory Services	83,647	38,100	42,713	40,993
520110	Management Consulting Services	1,468,115	2,565,920	2,062,803	2,534,600
520111	Real Estate Services	3,700	10,000	11,000	12,000
520114	Miscellaneous Support Services	2,885,177	4,274,000	3,825,000	2,536,829
520115	Real Estate Lease/Office Rental	0	0	50,000	287,400
520118	Refuse Disposal	4,864,761	5,833,162	5,468,616	6,302,630
520119	Computer Equipment/Software Maintenance	2,853,435	4,635,243	4,738,731	3,868,217
520120	Communications Equipment Services	75,315	72,600	78,500	64,223
520121	IT Application Svcs	673,056	352,350	446,043	402,850
520122	Office Equipment Services	7,892	21,900	18,700	24,200
520123	Vehicle & Motor Equipment Services	8,164,046	5,038,400	5,618,780	4,106,463
520124	Other Equipment Services	5,077,334	7,951,011	7,632,500	8,170,209
520125	Demolition Services	(557)	0	0	0
520126	Construction Site Work Services	444,469	4,182,755	1,688,456	3,246,000
520127	Structural Construction Work Services	77,876	1,000	0	0
520128	Other Construction Work Services	11,619	0	4,000	0
520129	Sewer Authority Contracts	654,086	728,000	711,000	691,000
520130	Water Authority Contracts	20,821,065	20,200,000	21,513,544	19,200,000
520131	Water Authority Contracts Debt Service	32,874,728	32,641,511	32,641,511	28,103,216
520132	Contracts/Sponsorships	869,389	1,075,000	1,075,000	1,209,707
520136	Billing & Collection Services	311,287	393,000	30,000	418,000
520141	Engineering Services	268,692	471,000	293,946	340,000
520148	Project Completion Bonus	0	40,000	0	0
520510	Mail/Delivery Services	25,720	19,200	16,305	24,800
520515	Print Shop Services	114,490	82,700	52,945	68,923
520520	Printing & Reproduction Services	39,970	106,000	39,158	114,323
520605	Advertising Services	56,759	151,900	107,900	134,400
520705	Insurance Fees	3,974,257	6,200,000	4,293,737	4,919,315
520710	State/Federal Inspection Fees	1,284,811	1,667,500	1,667,500	1,479,500
520715	Arbitrage Expenses	666,436	5,000	0	5,000
520720	Fines	1,250	50,000	0	50,000
520725	Assessments - Other Governments	1,067,361	1,200,000	1,200,000	1,200,000
520740	Document Recording/Filing Fees	16	400	680	550
520755	Contingency	0	88,000	41,000	0
520765	Membership & Professional Fees	449,943	475,398	523,308	531,521
520805	Education & Training	307,874	574,600	485,029	459,875
520815	Tuition Reimbursement	98,772	151,500	137,762	219,100
520905	Travel - Training Related	95,502	121,500	103,374	139,663
520910	Travel - Non-Training Related	26,602	49,500	30,645	66,450
521305	Indirect Cost Recovery Payment	2,309,048	1,936,946	923,600	2,324,200
521405	Building Maintenance Services	3,113,117	3,797,062	3,504,200	3,733,726
521415	Land and Grounds Maintenance	1,283,677	1,357,000	1,135,180	1,176,621
521420	Infrastructure Maintenance Service	7,218,265	4,317,673	3,545,417	5,239,000
521445	Houston Area Water Council Maintenance	(132,233)	8,860,806	8,800,000	8,377,000
521505	Electricity	53,680,835	58,986,345	58,737,287	63,104,076
521510	Natural Gas	7,192,835	7,268,300	7,047,503	7,792,146

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
521515	Electricity Fran Fee Exp	561,853	6,000	510,058	782,908
521605	Data Services	524,006	601,700	790,875	712,386
521610	Voice Services	2,135,619	1,577,713	2,127,809	1,779,816
521615	Radio Communications	79,999	30,250	250	30,300
521620	Voice Equipment	0	0	292,209	4,200
521625	Voice Labor	0	0	330,897	0
521705	Vehicle/Equipment Rental/Lease	220,712	331,000	308,100	238,216
521715	Office Equipment Rental	394,348	453,960	320,962	512,831
521725	Other Rental	229,435	455,140	280,644	430,140
521730	Parking Space Rental	186,227	130,327	106,500	175,400
521905	Legal Services	180,983	591,120	414,453	468,100
522205	Metro Commuter Passes	56,356	96,611	82,153	149,700
522305	Freight Charges	16,440	50,500	34,462	35,000
522410	Cashier Shortages	325	300	150	200
522430	Miscellaneous Other Services & Charges	591,309	323,100	164,920	318,551
522435	Interest Charges Past Due Accounts	8,398	0	957	1,000
522620	Claims & Judgments	332,293	370,000	415,000	370,000
522705	Interfund Environmental Inspection	379,171	350,000	466,667	360,000
522710	Interfund Utility Cut Repairs	320,975	420,000	400,000	420,000
522715	Interfund Electrical Maintenance	0	500	500	500
522740	Interfund Police Service	704,021	492,000	623,708	549,926
522750	Interfund Land/Property Appraisal Service	221,700	221,600	221,600	221,600
522765	Interfund Legal Services	582,950	865,225	865,225	865,225
522780	Interfund Photo Copy Services	605	0	0	0
522790	Interfund Inventory Adjustments	60,502	20,000	20,000	20,000
522795	Other Interfund Services	807,792	878,292	851,127	1,147,320
522800	Cost of Goods Sold	13,949	0	15,000	15,000
522805	Interfund Network Services	0	45,000	45,000	0
522810	Interfund Carpentry & Painting	260,737	205,456	251,392	956,572
522825	3-1-1 Services	1,700,000	1,600,000	0	0
Total	Other Services and Charges	179,287,247	201,663,641	193,491,016	197,408,706
560230	Computer HW and Developed SW	0	14,000	0	0
Total	Equipment	0	14,000	0	0
551010	Non-Capital Office Furniture & Equipment	154,671	348,436	367,153	414,813
551015	Non-Capital Computer Equipment	917,675	1,624,572	1,130,861	1,529,269
551020	Non-Capital Communication Equipment	331,686	23,500	33,500	244,000
551025	Non-Capital Scientific/Medical Equipment	0	38,200	11,000	110,000
551030	Non-Capital Machinery & Equipment	118,971	205,000	123,316	299,400
551040	Non-Capital Other	18,570	15,000	15,000	50,040
551045	Non-Capital Vehicles/Rolling Stock	118,929	49,000	5,000	0
560010	Land	0	100,000	0	0
Total	Non-Capital Equipment	1,660,502	2,403,708	1,685,830	2,647,522
531010	Amortization Expense	1,524,800	0	0	0
531060	Contract Tax Obligation Interest	12,438,973	0	0	0
531065	Revenue Bonds Interest	2,148,230	0	0	0
531085	Other Interest	295,192	179,700	179,700	179,594
532040	Transfers to Component Unit	18,237,155	0	0	0

FISCAL YEAR 2009 BUDGET

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	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
532080	System Debt Service Transfers	61,416,229	59,773,095	58,854,971	76,855,679
532100	Trans to CUS Operating	221,761,649	289,504,475	306,761,272	318,928,041
Total	Debt Service and Other Uses	317,822,228	349,457,270	365,795,943	395,963,314
	Grand Total Expenditures	664,218,875	726,030,000	729,327,750	776,668,002