
FISCAL YEAR 2008 BUDGET

Fund Summary

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

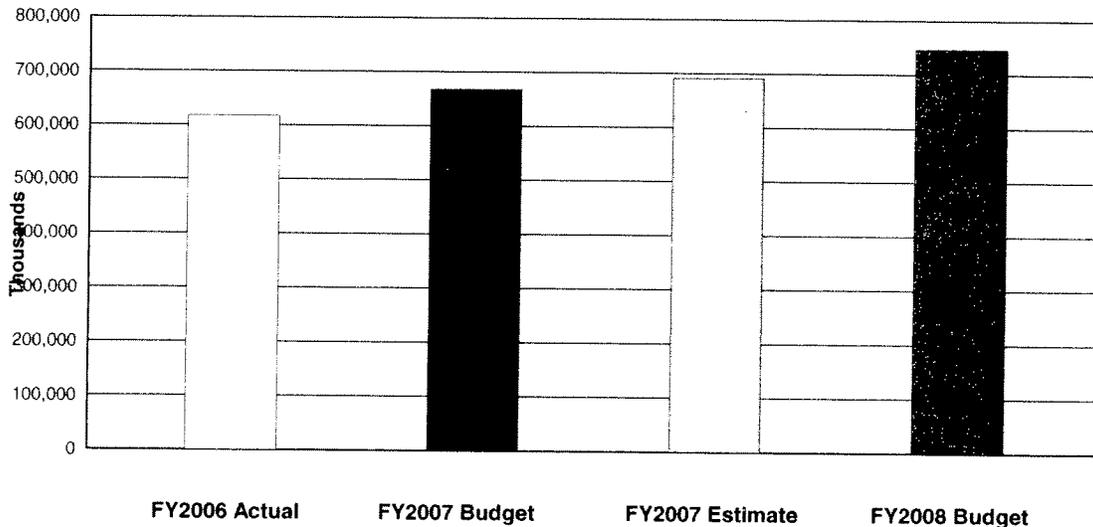
	<u>FY2007 Budget</u>	<u>FY2007 Estimate</u>	<u>FY2008 Budget</u>
Beginning Fund Balance	31,366,487	31,366,487	31,337,200
Provision for Bad Debt	0	0	0
Current Revenues	670,838,437	691,120,816	746,673,420
Total Available Resources	<u>702,204,924</u>	<u>722,487,303</u>	<u>778,010,620</u>
Maintenance and 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	<u>668,029,602</u>	<u>691,150,103</u>	<u>746,673,420</u>
Planned Ending Fund Balance	<u>34,175,322</u>	<u>31,337,200</u>	<u>31,337,200</u>
Total Budget	<u><u>702,204,924</u></u>	<u><u>722,487,303</u></u>	<u><u>778,010,620</u></u>



FISCAL YEAR 2008 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					
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	115,821,558	132,239,646	126,001,338	139,181,533
	Supplies	33,743,528	33,681,000	34,491,893	34,161,943
	Other Services and Charges	190,376,953	208,484,926	203,555,206	200,420,215
	Equipment	0	0	0	0
	Non-Capital Equipment	1,325,324	1,992,271	1,847,149	2,282,708
	Total M & O Expenditures	<u>341,267,363</u>	<u>376,397,843</u>	<u>365,895,586</u>	<u>376,046,399</u>
	Debt Service & Other Uses	<u>275,727,596</u>	<u>291,631,759</u>	<u>325,254,517</u>	<u>370,627,021</u>
Total Expenditures	616,994,959	668,029,602	691,150,103	746,673,420	
Revenues		673,302,953	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	<u>2,021.3</u>	<u>2,264.5</u>	<u>2,127.7</u>	<u>2,342.6</u>
	Full-Time Equivalents-Overtime	137.3	116.3	116.0	110.4
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 2008 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 environmental services support for the department.</p>	<p>Effectively support the Department.</p>
<p>PWE-E.B. Cape Center 2000030005</p> <p>Provide learning services to internal customers (citywide departments). Facility Rental for Educational/Training events by external customers . Facility Usage. Training Hours.</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>

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 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%	
		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

FISCAL YEAR 2008 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-Security Management Services 2000030006</p> <p>This Program was moved to the Building Services Department in FY2007.</p>	<p>This Program was moved to the Building Services Department in FY2007.</p>
<p>PWE-Legal Services 2000030007</p> <p>This program was moved to the Legal Department in FY2007.</p>	<p>This program was moved to Legal Department in FY2007.</p>
<p>PWE-Public Utilities Admin. 2000040002</p> <p>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.</p>	<p>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.</p>
<p>PWE-Operations Support 2000040003</p> <p>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.</p>	<p>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.</p>
<p>PWE-Management & Quality Control 2000040004</p> <p>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.</p>	<p>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 to TCEQ and EPA and increase number of certified operators.</p>

FISCAL YEAR 2008 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	FY2006 Actual			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

FISCAL YEAR 2008 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-Satellite Plant Operations 2000040005</p> <p>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.</p>	<p>Treat 100% of all total suspended solids (TSS) and biochemical oxygen demand (BOD) received by WWTPs; remove maximum total suspended solids in wastewater.</p>
<p>Major Plants Operations 2000040006</p> <p>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.</p>	<p>Treat 100% of all total suspended solids(TSS) and biochemical oxygen demand (BOD) received by WWTPs; remove maximum total suspended solids in wastewater.</p>
<p>PWE-Electrical and Instrumentation 2000040007</p> <p>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.</p>	<p>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.</p>
<p>PWE-Collection System Operations 2000040008</p> <p>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.</p>	<p>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.</p>
<p>PWE-Engineering Support 2000040009</p> <p>Engineering planning, CIP programming, Capital Improvements, contract compliance, and support Wastewater Operations Branch to meet TCEQ and EPA standards.</p>	<p>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.</p>

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	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 Contracts managed		\$158M \$15M		\$100M \$15M			\$100M \$15M		
		34.8	3,980,537	19.0	2,452,846		14.2	1,947,638	

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

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Cost Center Description	Cost Center Objectives
<p>PWE-WWTP & Lift Station Maintenance 2000040010</p> <p>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.</p>	<p>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.</p> <p>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 policies and procedures. Develop water conservation initiatives/programs.</p> <p>Implement and manage programs specifically designed to protect and maintain delivered water quality; and maintain critical transmission and distribution system elements.</p> <p>Ensure that the branch meets or exceeds the HGCSO, Fort Bend Subsidence District and Lone Star Ground Water Conservation District requirements for use of ground water.</p> <p>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.</p>
<p>PWE-Executive Support 2000040011</p> <p>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.</p>	
<p>PWE-Water Quality 2000040012</p> <p>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.</p>	
<p>PWE-Ground Water Operations 2000040013</p> <p>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.</p>	
<p>PWE-East Water Purification Plant 2000040014</p> <p>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.</p>	

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	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
HGCSO 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

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

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Cost Center Description	Cost Center Objectives
<p>PWE-Engineering Technical Support 2000040015</p> <p>Provide engineering and technical support to the Drinking Water Operations Branch. Manage and analyze operational, financial, physical, data to improve operational efficiency.</p>	<p>Identify critical branch project needs, develop capital improvement projects, and identify opportunities for improved efficiency and water quality.</p> <p>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.</p> <p>Ensure an uninterrupted 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.</p> <p>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.</p> <p>Provide management support which will enable the maintenance programs to maximize productivity and customer satisfaction.</p>
<p>PWE-Water Maintenance 2000040016</p> <p>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.</p>	
<p>PWE-Southeast Water Purification Plant 2000040017</p> <p>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.</p>	
<p>PWE-Northeast Water Purification Plant 2000040018</p> <p>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.</p>	
<p>PWE-Utility Maintenance Management 2000040019</p> <p>Provide management, administration, and long range plans.</p>	

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

Fund Name : Water and Sewer Operating Fund
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Fund No./Bus Area No. : 8300 / 2000

Performance Measures	FY2006 Actual			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 SDWA complaine	31.0 BGY n/a			30.6 BGY n/a				27.7 BGY 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 SDWA compliance	10.6 BGY n/a			10.1 BGY n/a				12.4 BGY 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

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
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Cost Center Description	Cost Center Objectives
<p>PWE-Building Services 2000040020</p> <p>This function was moved to the Building Services Department in FY2007.</p>	
<p>PWE-System Maintenance 2000040021</p> <p>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.</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 customers response.</p>
<p>PWE-Engineering Services 2000040022</p> <p>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.</p>	<p>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.</p>
<p>PWE-Technical Services 2000040023</p> <p>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.</p>	<p>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.</p>
<p>PWE-Financial Management 2000050002</p> <p>Provide services such as accounting, vouchering, expenditure control, budgeting, report generation, revenue reporting, and fiscal management for PWE.</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 monthly financial reports that are timely and error free.</p>

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Performance Measures	FY2006 Actual			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	306,293,431	49.3	382,624,707		52.4	421,125,152	

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Fund No./Bus Area No. : 8300 / 2000

Cost Center Description	Cost Center Objectives
<p>PWE-Information Technology 2000050004</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>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 bandwidth, WAN/LAN connectivity and upgrade.</p>
<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 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.</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 and objectives of the branch: reduce costs, maintain facilities and vehicles and ensure employees' safety. Ensure that all financial are accurate, timely, and analyzed.</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>

FISCAL YEAR 2008 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	FY2006 Actual			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 availability		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	

FISCAL YEAR 2008 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-Field Services 2000050009</p> <p>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.</p>	<p>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.</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 evaporation credit processing.</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.</p>
<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.</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 to 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 and interaction.</p>

FISCAL YEAR 2008 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	FY2006 Actual			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

FISCAL YEAR 2008 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-Meter Shop 2000050014</p> <p>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.</p>	<p>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.</p> <p>Process and balance all payments timely and accurately. Ensure deposit in bank within 24 hours. Report all information.</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> <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>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-Cashiers 2000050015</p> <p>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.</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>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>PWE-Employee Relations 2000050018</p> <p>Administer and monitor programs to support management in accomplishing objectives, enforcing policies, and improving efficiency.</p>	

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	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

FISCAL YEAR 2008 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-Case Management 2000050019 Employee services, maintaining employee services and personnel records.</p>	<p>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.</p>
<p>PWE-Human Resources Management 2000050020 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, and Case, Records, and Time Management Section.</p>
<p>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.</p>	<p>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.</p>

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	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		<u>2,021.3</u>	<u>616,994,959</u>		<u>2,127.7</u>	<u>691,150,103</u>		<u>2,342.6</u>	<u>746,673,420</u>

FISCAL YEAR 2008 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	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

FISCAL YEAR 2008 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	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)

FISCAL YEAR 2008 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	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

FISCAL YEAR 2008 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	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 COORDINATOR	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

FISCAL YEAR 2008 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	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	<u>140,000</u>	<u>21,400</u>	<u>56,800</u>
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	<u>38,000</u>	<u>150,000</u>	<u>150,000</u>
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	<u>13,521,860</u>	<u>48,894,536</u>	<u>57,718,282</u>
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

FISCAL YEAR 2008 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	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		<u>656,138,502</u>	<u>640,158,380</u>	<u>687,834,613</u>
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		<u>25,100</u>	<u>1,004,700</u>	<u>18,725</u>
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		<u>378,775</u>	<u>345,600</u>	<u>349,000</u>
Total Public Works & Engineering		<u><u>670,838,437</u></u>	<u><u>691,120,816</u></u>	<u><u>746,673,420</u></u>

FISCAL YEAR 2008 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	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	71,362,440	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	6,194,730	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	78,701	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	11,776,850	13,342,378	12,758,385	13,382,570
501120	Termination Pay - Civilian	2,159,436	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	5,961,057	6,654,137	6,392,926	6,944,662
503010	Health/Life Insurance - Active Civilian	10,885,998	13,020,965	12,119,340	14,151,545
503050	Health/Life Insurance - Retiree Civilian	6,709,410	7,379,172	6,900,001	7,540,138
503060	Long Term Disability	307,057	400,983	293,700	333,939
503090	Workers Compensation-Civilian-Admin	1,161,403	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	78,291	126,235	77,192	81,666
Total	Personnel Services	115,821,558	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	506,910	486,700	498,712	672,200
511050	Paper & Printing Supplies	216,894	332,400	340,994	372,100
511055	Publications & Printed Materials	114,271	120,500	98,139	131,800
511060	Postage	2,003,483	1,902,700	1,886,900	1,850,650
511070	Miscellaneous Office Supplies	513,534	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	24,057	30,600	33,550	27,400
511095	Small Technical & Scientific Equipment	740,026	953,900	966,495	416,500
511110	Fuel	3,700,089	2,289,000	3,400,000	3,171,990
511115	Vehicle Repair & Maintenance Supplies	103,583	529,050	97,800	112,300
511120	Clothing	507,399	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	1,142,837	1,674,250	428,022	423,250
Total	Supplies	33,743,528	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

FISCAL YEAR 2008 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	FY2006 Actual	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	64,962	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	598,785	445,281	663,165	352,350
520122	Office Equipment Services	3,668	5,850	6,100	17,200
520123	Vehicle & Motor Equipment Services	7,304,004	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	32,217,720	32,874,728	32,874,728	32,641,511
520132	Contracts/Sponsorships	953,607	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	6,050,757	562,000	290,000	531,000
520510	Mail/Delivery Services	14,633	17,600	28,850	19,200
520515	Print Shop Services	38,418	26,600	82,250	101,200
520520	Printing & Reproduction Services	82,699	146,900	90,500	106,000
520605	Advertising Services	22,940	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	1,385,508	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	449,616	480,770	438,918	471,698
520805	Education & Training	259,358	432,725	301,980	388,600
520815	Tuition Reimbursement	117,503	157,500	115,100	151,500
520905	Travel - Training Related	37,767	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	330,518	11,533,571	12,229,127	8,860,806
521505	Electricity	62,980,991	63,565,210	58,439,179	58,986,345

FISCAL YEAR 2008 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	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
521510	Natural Gas	8,313,173	9,385,819	6,704,000	7,678,300
521605	Data Services	458,265	598,396	735,533	601,700
521610	Voice Services	2,022,509	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	482,807	391,800	329,522	423,960
521725	Other Rental	284,186	296,800	306,300	455,140
521730	Parking Space Rental	226,827	135,622	133,844	115,327
521905	Legal Services	506,607	423,957	302,802	421,500
522205	Metro Commuter Passes	99,423	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	3,893,493	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	2,370,550	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	190,376,953	208,484,926	203,555,206	200,420,215
551010	Non-Capital Office Furniture & Equipment	67,961	200,655	173,790	254,136
551015	Non-Capital Computer Equipment	1,051,719	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	1,325,324	1,992,271	1,847,149	2,282,708
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	212,929,903	230,298,059	263,762,419	308,460,721
Total	Debt Service and Other Uses	275,727,596	291,631,759	325,254,517	370,627,021
Grand Total Expenditures		616,994,959	668,029,602	691,150,103	746,673,420