



This page intentionally left blank

CITY OF SARASOTA, FLORIDA

WATER & SEWER UTILITY SYSTEM

	REVENUE ACCOUNT	RENEWAL REPLACEMENT & IMPROVEMENT ACCOUNT	GENERAL UTILITY RESERVE ACCOUNT
REVENUES			
Sale of water	\$ 14,635,219	\$ -	\$ -
Sewer collection fees	18,183,917	-	-
Connection fees	-	-	525,000
Reconnection fees	128,750	-	-
Miscellaneous income	234,018	27,500	12,500
Interest income	155,000	50,000	400,000
	33,336,904	77,500	937,500
EXPENDITURES			
Water system	8,616,289	2,132,202	125,070
Sewer system	9,602,177	2,502,845	594,077
Collection costs	1,228,020	-	-
Debt principal	-	-	-
Debt interest/other costs	-	-	-
Interaccount transfers	13,890,418	(4,067,485)	(587,549)
	33,336,904	567,562	131,598
NET PROFIT (LOSS)	-	(490,062)	805,902
FUND BALANCE BEG. OF YEAR	2,082,299	490,062	2,966,194
FUND BALANCE END OF YEAR	\$ 2,082,299	\$ -	\$ 3,772,096

INTEREST & SINKING ACCOUNT	TOTAL		
	2007-08 BUDGET	2006-07 BUDGET	2005-06 ACTUAL
\$ -	\$ 14,635,219	\$ 13,704,030	\$ 11,957,986
-	18,183,917	17,026,936	14,511,655
-	525,000	490,000	569,528
-	128,750	128,750	119,746
-	274,018	242,104	378,678
-	605,000	565,000	972,509
-	34,351,904	32,156,820	28,510,102
-	10,873,561	11,549,921	9,558,567
-	12,699,099	12,512,622	13,829,520
-	1,228,020	1,750,761	1,555,082
6,000,543	6,000,543	5,725,347	5,490,330
3,234,841	3,234,841	2,063,578	2,285,118
(9,235,384)	-	-	2,082
-	34,036,064	33,602,229	32,720,699
-	315,840	(1,445,409)	(4,210,597)
1,360,702	6,899,257	8,917,942	16,559,568
<u>\$ 1,360,702</u>	<u>\$ 7,215,097</u>	<u>\$ 7,472,533</u>	<u>\$ 12,348,971</u>

CITY OF SARASOTA, FLORIDA
WATER and SEWER OPERATING FUND

	Actual 2005-06	Budget 2006-07	Amended Budget 2006-07	Estimate 2006-07	Budget 2007-08
Available Fund Balance	\$ 3,169,702	\$ 2,393,169	\$ 2,423,224	\$ 2,423,224	\$ 2,082,299
Revenues	27,276,602	31,189,320	31,189,320	31,246,912	33,336,904
Estimated Funds Available	30,446,304	33,582,489	33,612,544	33,670,136	35,419,203
Expenditures	28,023,080	31,189,320	31,268,779	31,587,837	33,336,904
Projected Ending Balance	<u>\$ 2,423,224</u>	<u>\$ 2,393,169</u>	<u>\$ 2,343,765</u>	<u>\$ 2,082,299</u>	<u>\$ 2,082,299</u>
<u>Revenues</u>					
Water Usage Fees	\$ 11,957,986	\$ 13,704,030	\$ 13,704,030	\$ 13,704,030	\$ 14,635,219
Reconnection Fees	119,746	128,750	128,750	128,750	128,750
Sewer Usage Fees	14,511,655	17,026,936	17,026,936	17,026,936	18,183,917
Interest on Investments	335,437	115,000	115,000	155,000	155,000
Other	351,778	214,604	214,604	232,196	234,018
Total Revenues	<u>\$ 27,276,602</u>	<u>\$ 31,189,320</u>	<u>\$ 31,189,320</u>	<u>\$ 31,246,912</u>	<u>\$ 33,336,904</u>
<u>Expenditures</u>					
Personnel	\$ 7,197,661	\$ 8,255,997	\$ 8,255,997	\$ 8,914,987	\$ 9,015,142
Operating	10,955,027	11,241,093	11,320,552	10,980,620	10,431,344
Total Expenditures	<u>\$ 18,152,688</u>	<u>\$ 19,497,090</u>	<u>\$ 19,576,549</u>	<u>\$ 19,895,607</u>	<u>\$ 19,446,486</u>
<u>Transfers</u>					
Bond Service Account 1993-C	\$ 245,100	\$ 245,100	\$ 245,100	\$ 245,100	\$ 245,100
Bond Service Account 1998-A	121,882	121,882	121,882	121,882	121,882
Bond Service Account SRF	228,142	228,142	228,142	228,142	228,163
Bond Service Account 2002-A	2,711,100	2,701,100	2,701,100	2,701,100	2,701,975
Bond Service Account 2007	-	-	-	-	1,503,000
Bond Service Account 1996	1,969,250	1,961,750	1,961,750	1,961,750	1,905,657
Bond Service Account 2004	1,576,490	1,477,490	1,477,490	1,477,490	1,476,550
Bond Service Account 2005	270,000	584,000	584,000	584,000	580,540
Renewal, Replacement & Imp.	2,527,911	3,944,388	3,944,388	3,944,388	4,067,485
General Utility Reserve	(250,000)	(41,014)	(41,014)	(41,014)	587,549
Bond Service Account 2002-B	470,517	469,392	469,392	469,392	472,517
Debt Service Transfer	-	-	-	-	-
Total Transfers	<u>9,870,392</u>	<u>11,692,230</u>	<u>11,692,230</u>	<u>11,692,230</u>	<u>13,890,418</u>
Total Expenditures & Transfers	<u>\$ 28,023,080</u>	<u>\$ 31,189,320</u>	<u>\$ 31,268,779</u>	<u>\$ 31,587,837</u>	<u>\$ 33,336,904</u>

CITY OF SARASOTA, FLORIDA
RENEWAL, REPLACEMENT & IMPROVEMENT FUND

	Actual 2005-06	Budget 2006-07	Amended Budget 2006-07	Estimate 2006-07	Budget 2007-08
Available Fund Balance	\$ 2,708,627	\$ 916,577	\$ 1,470,801	\$ 1,470,801	\$ 490,062
Revenues	<u>2,628,625</u>	<u>4,021,888</u>	<u>4,021,888</u>	<u>4,013,138</u>	<u>4,144,985</u>
Estimated Funds Available	5,337,252	4,938,465	5,492,689	5,483,939	4,635,047
Expenditures	<u>3,866,451</u>	<u>4,347,990</u>	<u>5,533,107</u>	<u>4,993,877</u>	<u>4,635,047</u>
Projected Ending Balance	<u><u>\$ 1,470,801</u></u>	<u><u>\$ 590,475</u></u>	<u><u>\$ (40,418)</u></u>	<u><u>\$ 490,062</u></u>	<u><u>\$ -</u></u>
 <u>Revenues</u>					
Transfer from Operating Fund	\$ 2,527,911	\$ 3,944,388	\$ 3,944,388	\$ 3,944,388	\$ 4,067,485
Interest Earnings	85,302	50,000	50,000	50,000	50,000
Other Revenues	<u>15,412</u>	<u>27,500</u>	<u>27,500</u>	<u>18,750</u>	<u>27,500</u>
Total Revenues	<u><u>\$ 2,628,625</u></u>	<u><u>\$ 4,021,888</u></u>	<u><u>\$ 4,021,888</u></u>	<u><u>\$ 4,013,138</u></u>	<u><u>\$ 4,144,985</u></u>
 <u>Expenditures</u>					
Personnel	\$ 645,865	\$ 925,243	\$ 925,243	\$ 775,970	\$ 894,538
Operating	1,946,623	2,177,507	2,564,009	2,464,281	2,407,948
Capital	1,035,988	980,300	1,778,915	1,473,636	786,000
Cost Allocation	<u>237,975</u>	<u>264,940</u>	<u>264,940</u>	<u>279,990</u>	<u>546,561</u>
Total Expenditures	<u><u>\$ 3,866,451</u></u>	<u><u>\$ 4,347,990</u></u>	<u><u>\$ 5,533,107</u></u>	<u><u>\$ 4,993,877</u></u>	<u><u>\$ 4,635,047</u></u>

**CITY OF SARASOTA, FLORIDA
GENERAL UTILITY RESERVE FUND**

	Actual 2005-06	Budget 2006-07	Amended Budget 2006-07	Estimate 2006-07	Budget 2007-08
Available Fund Balance	\$ 9,229,519	\$ 5,028,098	\$ 7,078,175	\$ 7,078,175	\$ 2,966,194
Revenue	772,686	848,986	848,986	950,341	1,525,049
Estimated Funds Available	10,002,205	5,877,084	7,927,161	8,028,516	4,491,243
Expenditures	2,924,030	1,968,224	6,391,410	5,062,322	719,147
Projected Ending Balance	<u>\$ 7,078,175</u>	<u>\$ 3,908,860</u>	<u>\$ 1,535,751</u>	<u>\$ 2,966,194</u>	<u>\$ 3,772,096</u>
Revenues					
Interfund Transfer	\$ (250,000)	\$ (41,014)	\$ (41,014)	\$ (41,014)	\$ 587,549
Intergovernment-FEMA/State	-	-	-	61,355	-
Water Connections	230,763	220,000	220,000	225,000	240,000
Sewer Connections	338,765	270,000	270,000	325,000	285,000
Interest Earnings	441,670	400,000	400,000	375,000	400,000
Other	11,488	-	-	5,000	12,500
Total Revenues	<u>\$ 772,686</u>	<u>\$ 848,986</u>	<u>\$ 848,986</u>	<u>\$ 950,341</u>	<u>\$ 1,525,049</u>
Expenditures					
Misc. Administration	\$ (4,700)	\$ -	\$ -	\$ -	\$ -
Water Distribution	221,840	640,000	2,025,707	1,753,024	-
RRI-Water Administration	-	-	8,930	8,930	-
Water Connection Costs	88,016	162,693	162,693	90,000	125,070
City Wells	-	-	-	-	-
RRI-Water Treatment	3,391	-	102,614	7,372	-
Effluent Reuse	25,000	-	1,494,700	1,499,700	-
RRI-Wastewater Admin	-	-	-	-	-
Sewer Connection Costs	67,045	160,531	160,531	90,000	144,077
Lift Station Improvements	1,357,428	400,000	501,886	483,362	400,000
Waste Water Collection	976,417	605,000	1,636,827	1,122,434	-
Compost Plant	189,420	-	297,522	7,500	-
W/W Treatment Plant	173	-	-	-	50,000
Total Expenditures	<u>\$ 2,924,030</u>	<u>\$ 1,968,224</u>	<u>\$ 6,391,410</u>	<u>\$ 5,062,322</u>	<u>\$ 719,147</u>
Reserves					
Reserve for Future Debt	<u>\$ 7,078,175</u>	<u>\$ 3,908,860</u>	<u>\$ 1,535,751</u>	<u>\$ 2,966,194</u>	<u>\$ 3,772,096</u>
Total Reserves	<u>\$ 7,078,175</u>	<u>\$ 3,908,860</u>	<u>\$ 1,535,751</u>	<u>\$ 2,966,194</u>	<u>\$ 3,772,096</u>

CITY OF SARASOTA, FLORIDA
WATER and SEWER INTEREST and SINKING FUND

	Actual 2005-06	Budget 2006-07	Amended Budget 2006-07	Estimate 2006-07	Budget 2007-08
Available Fund Balance	\$ 1,451,720	\$ 1,229,395	\$ 1,376,771	\$ 1,376,771	\$ 1,360,702
Revenues	<u>7,702,581</u>	<u>7,788,856</u>	<u>7,788,856</u>	<u>7,788,856</u>	<u>9,235,384</u>
Estimated Funds Available	9,154,301	9,018,251	9,165,627	9,165,627	10,596,086
Expenditures	<u>7,777,530</u>	<u>7,788,925</u>	<u>7,788,925</u>	<u>7,804,925</u>	<u>9,235,384</u>
Projected Ending Balance	<u><u>\$ 1,376,771</u></u>	<u><u>\$ 1,229,326</u></u>	<u><u>\$ 1,376,702</u></u>	<u><u>\$ 1,360,702</u></u>	<u><u>\$ 1,360,702</u></u>

Revenues

Transfer from Operating Fund	\$ 7,592,481	\$ 7,788,856	\$ 7,788,856	\$ 7,788,856	\$ 9,235,384
Interest Income	<u>110,100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u><u>\$ 7,702,581</u></u>	<u><u>\$ 7,788,856</u></u>	<u><u>\$ 7,788,856</u></u>	<u><u>\$ 7,788,856</u></u>	<u><u>\$ 9,235,384</u></u>

Expenditures

Interest	\$ 2,279,727	\$ 2,042,578	\$ 2,042,578	\$ 2,042,578	\$ 3,210,841
Principal	5,490,330	5,725,347	5,725,347	5,725,347	6,000,543
Other expenses	5,391	21,000	21,000	37,000	24,000
Transfer to (From) Other Funds	<u>2,082</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u><u>\$ 7,777,530</u></u>	<u><u>\$ 7,788,925</u></u>	<u><u>\$ 7,788,925</u></u>	<u><u>\$ 7,804,925</u></u>	<u><u>\$ 9,235,384</u></u>

WATER

Mission Statement

The City of Sarasota Department of Public Works strives to enhance the quality of life of all residents by providing safe, reliable, effective service consistent with the vision and goals of the community.

Description of Operations

The Water Administration section of the Utilities Division of the Public Works Department includes the following major operations units; water supply from the Verna, Downtown and Bobby Jones Well Fields, water treatment to produce drinking water at the Water Treatment Facility, water distribution, and billing/collection for service. The Technical Services Division of the Public Works Department supports the utilities work programs by providing engineering, inspection and utility locates. The work programs associated with these operations are highly skilled, technical and regulated by several environmental agencies to meet the strictest water quality standards for the health and well being of our community.

Verna, Downtown and Bobby Jones Well Fields:

- Preventative Maintenance, repairs and improvements of 51 wells at Verna, Downtown and Bobby Jones well fields.
- Water quality monitoring and reporting.

Water Treatment Facility:

The City's Water Treatment Plant includes two water treatment processes for the different water sources. Iron exchange is used to soften the Verna groundwater and Reverse Osmosis (RO) is used to treat the Downtown groundwater. These treated waters are blended to meet local, state, and federal drinking water standards.

- Preventative maintenance, repairs and improvements of the Water Treatment Facility and associated infrastructure.
- Facility operations staffed by state certified operators.
- Water quality testing and reporting activities by the City's certified laboratory and chemists at the Water Treatment Facility.

Distribution System:

The utility distribution system includes approximately 290 miles of pipe mains, two booster pump stations with associated ground storage reservoirs and two elevated storage tanks.

- Capital reinvestment projects to improve the mains.
- Leak repairs and emergency response.
- Water meter installation, maintenance and replacements.
- Backflow prevention program.
- Fire hydrant maintenance and testing.
- Isolation valve maintenance and replacements.

Utilities Billing Office:

The Utilities Billing Office invoices, collects and accounts for all revenue generated by customer water use. All of the utilities and solid waste operations costs are covered by revenue collected by the Utility Billing Office.

- Customer services for billing and collection for water use and solid waste services.
- Meter reading, shut-off and turn-on for supply and minor meter maintenance
- Investigation of discrepancies caused from worn or broken meters or leaking pipes.
- Public outreach for programs such as water conservation and irrigation restrictions.

Technical Services:

The Technical Services Division provides engineering, inspection and utility locating services for the operation, maintenance and capital reinvestment of the utility system. In addition, the division reviews all connections to the distribution and collection systems to ensure the protection of the utilities and capacity requirements are met.

STRATEGIC PLAN

Strategic Goal - A Responsible and Accessible Government that has Sound Financial and Administrative Practices

Strategy - Maximize funding available for City services through increased revenues.

Objective - Regular review of user fees to ensure appropriateness.

WATER

Task	Current Funding	Fiscal Year Completed	Funds Required
Contract for Annual Rate Sufficiency Study. Status - The 2006-2007 rate sufficiency study is complete. This is an ongoing process and a new rate study is scheduled for FY 2007-08.	Yes	2008	\$0

Strategic Goal - A Workplace that Attracts and Retains an Outstanding Workforce

Strategy - Maximize employee skills, while maintaining employee long-term health.

Objective - Expand supervisor training to increase the number of qualified internal applicants for supervisory positions.

Task	Current Funding	Fiscal Year Completed	Funds Required
Continuation of "Tool Kit" training program. Status - Five "tool kit" training sessions have been completed. This is an ongoing program and will continue to be incorporated into the departments' annual training program.	Yes	2008	\$0

Strategic Goal - Well-Maintained and Future-Oriented Infrastructure

Strategy - Improve maintenance strategies to ensure a healthy and efficient infrastructure.

Objective - Public Works Utilities will evaluate new technologies for improved operations and fiscal responsibility.

Task	Current Funding	Fiscal Year Completed	Funds Required
The evaluation of new technologies will be ongoing and incorporated as part of the self assessment phase of the accreditation process for Public Works and with new capital improvements and designs. Status - New technologies currently in place and under evaluation are the following - Well Washers, In Pipe Technologies, Power Analyzers, In-field data collection devices and Valve Exercisor Vehicle.	Yes	2007	\$0

Objective - Public Works will achieve full accreditation from the American Public Works Association by 2009.

Task	Current Funding	Fiscal Year Completed	Funds Required
Complete self-assessment phase. Status - Self assessment phase began March, 2006 and is currently 90% complete.	Yes	2008	\$0
Complete self-improvement phase and hold site visit. Status - Self-Improvement phase is currently 20% complete.	Yes	2009	\$0

OPERATIONAL FOCUS

Strategy

The protection and preservation of our water resources is vital to the social and economic well being and quality of life of the City's residents and visitors. The continued phased capital improvement program for long term water supply and other programs to be funded in this proposed budget ensure our water resources are safe guarded and managed effectively.

Task

To ensure potable water meets all applicable regulated water quality standards.

To ensure water supply withdrawals comply with the terms of the Water Use Permits issued by the Southwest Florida Water Management District (SWFWMD).

To ensure funding of the capital program meets or exceeds bond covenant requirements.

To ensure funding of maintenance program results in increased productivity.

To fund a capital program at a level equal to or greater than 20% of the operating and maintenance budget.

WATER

Strategy

Provide a level of service that meets or exceeds the expectations of our customers.

Task

To solicit the level of customer satisfaction through the use of a periodic mail-in survey.

To minimize circumstances that result in low pressure at the point of service.

To provide a level of service that results in low water pressure service requests in less than 2% of accounts annually.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Output Measure					
Water produced ~ millions of gallons	Number	2,680	2,709	2,700	2,700
Pipe maintained ~ miles	Number	275	275	275	275
Effectiveness Measure					
Enforcement actions by agencies	Number	0	0	0	0
Withdrawals exceeding permit conditions	Number	0	0	0	0
Accounts receiving service requests	Percent	1.0	1.0	1.0	1.0
Efficiency Measure					
Capital program / O&M budget	Percent	34	40	21	23
O&M personal services/O&M budget	Percent	37	33	41	49

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Total
039000 MISCELLANEOUS ADMINISTRATION	9,870,392	11,692,230	13,890,418	0	13,890,418
152000 WATER ADMINISTRATION	1,666,443	2,008,552	2,322,812	0	2,322,812
153000 VERNA WELL FIELD	723,714	734,652	825,597	0	825,597
154000 DOWNTOWN WELL FIELD	118,196	178,774	254,335	0	254,335
155000 WATER TREATMENT FACILITY	3,742,737	3,951,572	3,075,618	0	3,075,618
156000 DISTRIBUTION SYSTEM	1,721,750	1,877,403	1,560,011	0	1,560,011
158000 TECHNICAL SERVICES	0	434,390	577,916	0	577,916
Totals	\$17,843,232	\$20,877,573	\$22,506,707	\$0	\$22,506,707

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	2,858,478	3,825,478	4,072,898	0	4,072,898
Non Personal Expenditures	2,982,560	3,064,724	3,738,509	0	3,738,509
Capital Expenditures	0	10,000	0	0	0
Grants and Aids	0	0	0	0	0
Transfer Expenditures	12,002,194	13,977,371	14,695,300	0	14,695,300
Totals	\$17,843,232	\$20,877,573	\$22,506,707	\$0	\$22,506,707

Personnel Summary

Actual Positions	46.80	46.15	0.00	46.15
------------------	-------	-------	------	-------

WATER

Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
CHARGES FOR SERVICES	12,120,545	13,842,780	14,773,969	0	14,773,969
INTEREST	335,436	115,000	155,000	0	155,000
RENTS & ROYALTIES	37,884	36,708	39,862	0	39,862
OTHER MISCELLANEOUS REVENUES	23,719	0	0	0	0
	\$12,517,584	\$13,994,488	\$14,968,831	\$0	\$14,968,831

WASTEWATER

Mission Statement

The City of Sarasota Department of Public Works strives to enhance the quality of life of all residents by providing safe, reliable, effective service consistent with the vision and goals of the community.

Description of Operations

The wastewater and reclaimed water sections of the Utilities Division of the Public Works Department includes the following major operations units; wastewater collection/transmission system with 87 lift stations, waste water treatment at the Advanced Wastewater Treatment Facility and production of soil amendment at the Compost Facility. Reclaimed water is produced from the waste water treatment process and distributed through the Urban and Agricultural distribution systems. The work programs associated with these operations are highly skilled, technical and regulated by several environmental agencies to meet the strictest water quality standards for the health and well being of our community.

Collection System:

The Utility collection system includes approximately 260 miles of gravity and force main lines.

- Line cleaning and video to identify damaged and vulnerable areas.
- Line flushing to clear debris and grease build up.
- Capital reinvestment projects to improve lines.
- Leak repairs and emergency response.
- Infiltration and Inflow Prevention Program includes lining leaking pipes, replacing damaged pipes, and rehabing manholes.
- Pilot testing in pipe bioremediation techniques to reduce odor and grease build up and blockages.
- Reporting of all domestic waste discharges.

Lift Stations:

The collection system includes 87 waste water lift stations that require constant operation, maintenance and monitoring.

- Route crews for monitoring operations and identifying issues.
- Preventative maintenance and repairs of motors, pumps, electrical systems and generators.
- Grounds and facility maintenance.
- Injection of pipe bioremediation techniques to reduce odor and grease build up and blockages.

Advanced Waste Water Treatment Facility:

The Advanced Waste Water Treatment Facility (AWTF) includes several stages of treatment to meet secondary drinking water standards and all necessary local, state and federal water quality standards.

- Preventative maintenance, repairs and improvements of the AWTF and associated infrastructure.
- Facility operations staffed by state certified operators.
- Water quality monitoring and reporting activities furnished by the City's certified laboratory and chemists at the AWTF.

Compost Facility:

The Compost Facility provides treatment of the Biosolids generated by the waste water treatment process and mixes the inert waste with sawdust to create a soil amendment.

- Monitoring and reporting activities are supported by the City's certified laboratory and chemists at the AWTF.
- Preventative maintenance, repairs and improvements.

Reclaimed Water Systems:

The product of the Advanced Waste Water Treatment Facility (AWTF) is reclaimed water used for urban and agricultural irrigation. The reclaimed water system includes operation and maintenance of the distribution system, pump station and ridge and furrow irrigation system.

All operations include Emergency Response Requirements.

STRATEGIC PLAN

Strategic Goal - A Workplace that Attracts and Retains an Outstanding Workforce

Strategy - Maximize employee skills, while maintaining employee long-term health.

Objective - Expand supervisor training to increase the number of qualified internal applicants for supervisory positions.

WASTEWATER

Task	Current Funding	Fiscal Year Completed	Funds Required
Continuation of "Tool Kit" training program. Status - Five "tool kit" training sessions have been completed. This is an ongoing program and will continue to be incorporated into the departments' annual training program.	Yes	2008	\$0

Strategic Goal - Well-Maintained and Future-Oriented Infrastructure

Strategy - Improve maintenance strategies to ensure a healthy and efficient infrastructure.

Objective - Public Works will achieve full accreditation from the American Public Works Association by 2009.

Task	Current Funding	Fiscal Year Completed	Funds Required
Complete self-assessment phase. Status - Self assessment phase began March, 2006 and is currently 90% complete.	Yes	2008	\$0
Complete self-improvement phase and hold site visit. Status - Self-Improvement phase is currently 20% complete.	Yes	2009	\$0

Objective - Public Works Utilities will evaluate new technologies for improved operations and fiscal responsibility.

Task	Current Funding	Fiscal Year Completed	Funds Required
The evaluation of new technologies will be incorporated as part of the self assessment phase of the accreditation process for the Public Works Department and new capital improvements and designs. Status - New technologies currently under review - Well Washers, In Pipe Technologies, Power Analyzers and In-field data collection devices.	Yes	2008	\$0

OPERATIONAL FOCUS

Strategy

The conservation of our water resources is vital to the social and economic well being and quality of life of our residents and visitors. The reclaimed water program to be funded in this proposed budget ensures conservation of our water resources by providing an alternative source for non potable uses.

Task

- To ensure reclaimed water meets all applicable regulated water quality standards.
- To ensure domestic wastewater residual meets all applicable class AA standards for distribution and marketing.
- To ensure funding of capital program meets or exceeds bond covenant requirements.
- To ensure funding of maintenance program shows increased productivity.

Strategy

Provide a level of service that meets or exceeds the expectations of our customers.

Task

- To solicit level of customer satisfaction through use of a periodic mail-in survey.
- To minimize circumstances that result in sewer backups at the point of service.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Output Measure					
Wastewater treated ~ million of gallons	Number	2,770	2,856	2,800	2,800
Pipe maintained ~ miles	Number	326	326	326	326

WASTEWATER

Effectiveness Measure

Enforcement actions by agencies	Number	0	1	0	0
Accounts receiving service requests	Percent	2.0	2.0	2.0	2.0
Compliance samples meeting standards	Percent	100	100	100	100

Efficiency Measure

Capital program / O&M budget	Percent	54	72	44	32
O&M personal services/O&M budget	Percent	42	42	44	44

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Total
170000 WASTEWATER	1,325,619	1,010,815	1,651,062	0	1,651,062
171000 COLLECTION SYSTEM	788,576	1,061,911	910,637	0	910,637
172000 LIFT STATIONS	1,917,869	1,681,665	1,974,806	0	1,974,806
173000 WASTEWATER TREATMENT FACILITI	3,167,563	2,951,728	3,166,880	0	3,166,880
174000 COMPOST FACILITY	986,457	1,327,314	1,381,658	0	1,381,658
175000 RECLAIMED WATER SYSTEM	438,679	527,553	517,134	0	517,134
Totals	\$8,624,763	\$8,560,986	\$9,602,177	\$0	\$9,602,177

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	3,720,502	3,723,756	4,210,401	0	4,210,401
Non Personal Expenditures	4,425,305	4,373,472	4,627,057	0	4,627,057
Capital Expenditures	2,333	0	0	0	0
Grants and Aids	33,000	33,000	33,000	0	33,000
Transfer Expenditures	443,623	430,758	731,719	0	731,719
Totals	\$8,624,763	\$8,560,986	\$9,602,177	\$0	\$9,602,177

Personnel Summary

Actual Positions	43.70	46.85	0.00	46.85
------------------	-------	-------	------	-------

Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
INTERGOVERNMENTAL	4,852	0	0	0	0
CHARGES FOR SERVICES	14,700,401	17,180,176	18,368,073	0	18,368,073
OTHER MISCELLANEOUS REVENUES	30,707	0	0	0	0
INTRAGOVERNMENTAL SERVICES	23,057	14,656	0	0	0
Totals	\$14,759,017	\$17,194,832	\$18,368,073	\$0	\$18,368,073

UTILITIES BILLING OFFICE

Mission Statement

To accurately record, bill and collect fees for services provided by the Public Works Department to its customers and provide customer service that exceeds expectations by being accessible to our water, sewer, solid waste collections and internal customers in order to give them superior service in an efficient and timely manner.

Description of Operations

The Utilities Billing Office invoices, collects and accounts for all revenue generated by customer water use. All of the Utilities and Solid Waste operations costs are covered by revenue collected by the Billing Office. Activities include:

- Customer services for billing and collection for water use and solid waste services.
- Meter reading, shut-off and turn-on for supply, minor meter maintenance and investigating discrepancies caused from worn or broken meters or leaking pipes.
- Public outreach for programs such as water conservation and irrigation restrictions.

OPERATIONAL FOCUS

Strategy

Provide a level of service that meets or exceed the expectations of our customers.

Task

-
- To produce accurate monthly bills.
 - To maintain a consistent number of days in a customer's monthly billing cycle not to exceed plus or minus 5 days.
 - To provide customers with various payment options such as bank drafting and payment over the internet.
 - To respond to customer generated requests for a re-read of the meter within 2 business days.
 - To assist customers with determining fluctuations in water consumption that may be the result of a leak on the property-side.
 - To solicit level of customer satisfaction through the use of a periodic mail-in survey.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Billing cycle exceeding + or - 5 days	Percent	4	5	5	5
Output Measure					
Accounts billed monthly	Number	19,537	19,282	19,500	19,500
Meters read monthly	Number	19,720	19,398	19,500	19,500
Efficiency Measure					
Net write-offs / revenues collected	Percent	0.2	0.2	0.2	0.2

Cost Center Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	618,680	706,763	731,843	0	731,843
Non Personal Expenditures	414,782	455,651	495,855	0	495,855
Transfer Expenditures	521,619	588,347	322	0	322
Totals	1,555,081	1,750,761	1,228,020	0	1,228,020

Personnel Summary

Actual Positions	14.00	14.00	0.00	14.00
------------------	-------	-------	------	-------

RENEWAL, REPLACEMENT & IMPROVEMENT

Description of Operations

This fund, established pursuant to the water and sewer bond resolution, pays for the cost of unusual or extraordinary maintenance or repairs, the cost of renewals and replacements, the cost of acquiring, installing or replacing equipment, the cost of improvements and provides the local share of any Federal or State assistance program.

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Total
450000 WATER	68,136	153,684	728,872	0	728,872
453000 VERNA WELL FIELD	95,265	276,856	342,263	0	342,263
461000 DOWNTOWN WELL FIELD	76,070	144,898	159,417	0	159,417
467000 WATER TREATMENT FACILITY	283,436	291,963	220,661	0	220,661
477000 DISTRIBUTION SYSTEM NEW CUSTO	29,465	0	0	0	0
489000 DISTRIBUTION SYSTEM	712,158	694,484	680,989	0	680,989
500000 WASTEWATER	87,196	155,487	88,463	0	88,463
501000 COLLECTION SYSTEM NEW CUSTOM	59,572	0	0	0	0
520000 COLLECTION SYSTEM	1,132,793	1,356,232	778,248	0	778,248
533000 LIFT STATONS - CAPITAL	667,337	603,750	694,260	0	694,260
538000 WASTEWATER TREATMENT FACILIT	459,936	340,804	681,476	0	681,476
539000 COMPOST FACILITY	104,851	201,235	162,148	0	162,148
540000 RECLAIMED WATER SYSTEM	90,649	128,597	98,250	0	98,250
Totals	\$3,866,864	\$4,347,990	\$4,635,047	\$0	\$4,635,047

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	645,866	925,243	894,538	0	894,538
Non Personal Expenditures	1,946,620	2,177,507	2,407,948	0	2,407,948
Capital Expenditures	1,035,989	980,300	786,000	0	786,000
Transfer Expenditures	238,389	264,940	546,561	0	546,561
Totals	\$3,866,864	\$4,347,990	\$4,635,047	\$0	\$4,635,047

Personnel Summary

Actual Positions	46.00	43.00	0.00	43.00
------------------	-------	-------	------	-------

Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
CHARGES FOR SERVICES	0	17,500	17,500	0	17,500
INTEREST	85,301	50,000	50,000	0	50,000
OTHER MISCELLANEOUS REVENUES	15,412	10,000	10,000	0	10,000
TRANSFERS	2,527,911	3,944,388	4,067,485	0	4,067,485
Totals	\$2,628,624	\$4,021,888	\$4,144,985	\$0	\$4,144,985

GENERAL RESERVE

Description of Operations

This fund, established pursuant to the water and sewer bond resolution, pays for the cost of unusual or extraordinary maintenance or repairs, the cost of renewals and replacements, the cost of acquiring, installing or replacing equipment, the cost of improvements and provides the local share of any Federal or State assistance program.

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Total
039000 MISCELLANEOUS ADMINISTRATION	-4,700	0	0	0	0
450000 WATER	0	0	0	0	0
467000 WATER TREATMENT FACILITY	3,391	0	0	0	0
477000 DISTRIBUTION SYSTEM NEW CUSTO	88,016	162,693	125,070	0	125,070
489000 DISTRIBUTION SYSTEM	221,840	640,000	0	0	0
501000 COLLECTION SYSTEM NEW CUSTOM	67,045	160,531	144,077	0	144,077
520000 COLLECTION SYSTEM	976,417	605,000	0	0	0
533000 LIFT STATONS - CAPITAL	1,357,427	400,000	400,000	0	400,000
538000 WASTEWATER TREATMENT FACILIT	173	0	50,000	0	50,000
539000 COMPOST FACILITY	189,420	0	0	0	0
540000 RECLAIMED WATER SYSTEM	25,000	0	0	0	0
Totals	\$2,924,029	\$1,968,224	\$719,147	\$0	\$719,147

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	26,559	0	0	0	0
Non Personal Expenditures	406,665	0	50,000	0	50,000
Capital Expenditures	2,216,805	1,968,224	669,147	0	669,147
Transfer Expenditures	274,000	0	0	0	0
Totals	\$2,924,029	\$1,968,224	\$719,147	\$0	\$719,147

Personnel Summary

Actual Positions	0.00	0.00	0.00	0.00
------------------	------	------	------	------

Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
CHARGES FOR SERVICES	580,929	490,000	537,500	0	537,500
INTEREST	441,671	400,000	400,000	0	400,000
OTHER MISCELLANEOUS REVENUES	86	0	0	0	0
TRANSFERS	-250,000	-41,014	587,549	0	587,549
Totals	\$772,686	\$848,986	\$1,525,049	\$0	\$1,525,049