

PUBLIC UTILITIES FUND

DESCRIPTION

The Department of Public Utilities is responsible for the operation, maintenance, and expansion of the City's water and wastewater collection systems. The Department is comprised of the Divisions of Administration, Customer Service, Line Maintenance, Maintenance, Engineering and Water Production/Quality which manage and operate the G. Robert House Water Treatment Plant, 137 sanitary sewer pump stations, 315 miles of sewer mains, and 422 miles of water mains. An increase in the water and sewer collection rates has been approved in the FY 2012-2013 budget. The water rate will increase to **\$7.13 per 100 cubic feet** from the established FY 2011-2012 rate of \$6.43 per cubic feet. The sewer collection rate will increase to **\$5.35 per 100 cubic feet** from the established FY 2011-2012 rate of \$4.91 per 100 cubic feet.

FY 2012 ACCOMPLISHMENTS

- Completed various renovations to pump stations, resolved 222 historical sewer overflow issues, and enhanced gravity sewer system preventative cleaning efforts to address Regional Special Order by Consent with the Virginia Department of Environmental Quality.
- Completed final design of the G. Robert House Water Plant Phase 3A improvements and advertised for construction bids.
- Completed construction of the Route 58 Water Tank and Pump Station to support the CenterPoint Ace Hardware and Nexcom distribution centers.



FY 2013 OBJECTIVES

- To continue to address items identified in the Special Order by Consent with the Virginia Department of Environmental Quality.
- To meet all drinking water quality standards/regulations and adhere to the Holland Village Consent Order.
- To continue to strengthen the Utility Fund balances to meet the City's Utility Financial Policies.

STATISTICS/PERFORMANCE MEASURES

	FY 2011 Actual	FY 2012 Projected	FY 2013 Estimate
Water customers	24,657	24,850	25,100
Sewer customers	20,892	21,100	21,350
Average Daily Consumption (mgd)	6.42	6.50	6.60
Treatment Capacity (mgd)	17.45	17.45	17.45
Number of Sanitary Sewer Overflows	58	30	25
MISS Utility requests	11,803	13,200	14,000
Percent compliance with 72 hour MISS Utility marking response time per State law	97.2%	97.0%	99.0%
Number of plan/plan amendments/plat reviews	161	130	150
Percent of plan reviews completed within 30 days of receipt	90.7%	90.0%	95.0%
Debt Service Ratio	1.19	1.30	1.51

UTILITY FUND

Revenue							
	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2012-2013 Requested	% Chng	2012-2013 Adopted	% Chng
Water Availability Charges	\$ 2,067,340	\$ 1,317,785	\$ 1,380,000	\$ 1,518,000	10%	\$ 1,518,000	10%
Bulk Water Sales	2,727,067	2,918,225	3,112,196	3,056,862	-2%	3,056,862	-2%
Water Service Charges	12,516,941	14,378,713	17,534,096	17,702,207	1%	17,702,207	1%
Water Connection Charges	71,080	59,165	40,000	40,000	0%	40,000	0%
Meter Service Charges	758,414	760,066	786,374	800,742	2%	800,742	2%
Hydrant Rental	121,853	142,764	140,000	140,000	0%	140,000	0%
Sewer Service Charges	8,162,822	9,272,697	11,239,757	12,332,144	10%	12,332,144	10%
Sewer Connection Charges	81,930	35,930	40,000	40,000	0%	40,000	0%
Special Fees	246,615	254,195	200,000	200,000	0%	200,000	0%
Sewer Availability Charges	2,135,475	1,248,405	1,500,000	1,644,000	10%	1,644,000	10%
Recovery of Bad Debt	6,488	7,888	0	0	-	0	-
Sale of Service - Engineering	148,934	88,709	100,000	75,000	-25%	75,000	-25%
Miscellaneous	21,622	28,275	30,000	30,000	0%	30,000	0%
Interest Earned	8,397	85,117	0	0	-	0	-
Capitalized Interest Reserve	138,495	0	763,670	1,796,425	135%	2,930,244	284%
2009 Build American Bonds Rebate	387,562	267,284	534,560	534,560	0%	534,560	0%
Capital Contributions from Development	1,504,233	3,229,792	0	0	-	1,915,000	-
Total Revenue	\$ 31,105,268	\$ 34,095,012	\$ 37,400,653	\$ 39,909,940	7%	\$ 42,958,759	15%
Expenditure Summary							
	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2012-2013 Requested	% Chng	2012-2013 Adopted	% Chng
Administration	\$ 996,404	\$ 985,177	\$ 1,098,677	\$ 1,127,241	3%	\$ 1,160,380	6%
Customer Service	1,207,432	1,138,776	1,210,375	1,262,290	4%	1,322,648	9%
Line Maintenance	2,357,951	2,157,975	2,587,028	2,621,913	1%	2,735,099	6%
Maintenance	2,211,437	2,150,597	3,015,985	3,382,687	12%	3,485,557	16%
Water Production	6,834,721	6,789,069	7,759,929	8,196,410	6%	8,216,125	6%
Engineering	1,298,076	1,287,790	1,457,608	1,405,562	-4%	1,421,193	-2%
Non-Departmental	17,547,615	20,188,465	20,271,051	21,913,838	8%	24,617,757	21%
Total Expenditures	\$ 32,453,636	\$ 34,697,849	\$ 37,400,653	\$ 39,909,940	7%	\$ 42,958,759	15%

DEPARTMENT: PUBLIC UTILITIES - ADMINISTRATION

Budget Detail

Account Number: 501-89510-	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2012-2013 Requested	% Chng	2012-2013 Adopted	% Chng
51100.02 Salaries and Wages	\$ 447,374	470,614	\$ 507,787	\$ 514,528	1%	\$ 527,107	4%
51100.04 Salaries and Wages - Overtime	11,089	10,905	2,000	3,000	50%	3,060	53%
52100 FICA	32,908	34,878	38,999	39,591	2%	40,558	4%
52210 VRS Retirement	63,527	85,004	81,601	82,685	1%	92,560	13%
52400 Group Life	2,594	1,481	1,422	1,441	1%	6,958	389%
53100 Professional Services	240,596	161,696	240,760	240,760	0%	240,760	0%
53300 Repairs and Maintenance	1,254	1,144	500	500	0%	500	0%
53500 Printing and Binding	0	204	1,000	500	-50%	500	-50%
53600 Advertising	0	83	250	250	0%	250	0%
54100 Information Technology	18,169	30,721	30,640	48,549	58%	45,721	49%
54200 Fleet	11,996	12,825	12,218	9,766	-20%	9,876	-19%
54500 Risk Management	51,010	60,252	76,831	76,831	0%	86,509	13%
55100 Utilities	10,850	11,387	11,845	11,845	0%	11,845	0%
55210 Postal Services	103	2,084	500	500	0%	500	0%
55230 Telecommunications	8,216	8,195	9,035	11,260	25%	8,443	-7%
55420 Lease/Rent of Building	80,410	81,003	64,789	66,735	3%	66,735	3%
55500 Travel and Training	1,222	860	3,000	3,000	0%	3,000	0%
55810 Dues and Association Memberships	5,906	6,266	5,000	5,000	0%	5,000	0%
56001 Office Supplies	3,183	2,044	5,000	5,000	0%	5,000	0%
56011 Uniforms & Wearing Apparel	0	0	1,500	1,500	0%	1,500	0%
56012 Books and Subscriptions	45	0	1,000	1,000	0%	1,000	0%
56017 Copier Costs	3,085	3,532	3,000	3,000	0%	2,999	0%
58200 Capital Outlay	2,867	0	0	0	-	0	-
Total Operating Expenses	\$ 996,404	\$ 985,177	\$ 1,098,677	\$ 1,127,241	3%	\$ 1,160,380	6%

3100 - Professional Services: consulting services.

Personnel Summary

Range	Class	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2012-2013 Requested	2012-2013 Adopted
44	Director of Public Utilities	1	1	1	1	1
36	Assistant Director of Public Utilities	1	1	1	1	1
31	Utility Operations Administrator	1	1	1	1	1
23	Data Quality Control Technician	1	1	1	1	1
20	FOG Administrator	1	1	1	1	1
20	Safety Officer	1	0	0	0	0
16	Water Distribution System Operator	1	1	2	2	2
14	Executive Secretary	1	1	1	1	1
13	Accounting Technician	1	1	1	1	1
Number of Full-Time Positions		9	8	9	9	9