

# 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, 130 sanitary sewer pump stations, 309 miles of sewer mains, and 420 miles of water mains. An increase in water and sewer collection rates has been approved in the FY 2010-2011 budget. The water rate will increase to **\$5.84 per 100 cubic feet** from the established FY 2009-2010 rate of \$4.94 per cubic feet. The sewer collection rate will increase to **\$4.50 per 100 cubic feet** from the established FY 2009-2010 rate of \$3.78 per 100 cubic feet.

## FY 2010 ACCOMPLISHMENTS

- ✓ Executed the Norfolk-Western Tidewater Water Authority Raw Water Sales Agreement providing a long-term water source to meet new demands for the next 40 years.
- ✓ Completed the G. Robert House EDR Water Treatment Plant Phase II Expansion which installed an additional 6.25 MGD of water treatment capacity.
- ✓ Maintained 100% compliance with all State and Federal drinking water standards.



## FY 2011 OBJECTIVES

- ✓ To comply with 100% of the delivery requirements to the Virginia Department of Environmental Quality (DEQ) under the Regional Special Order by Consent.
- ✓ To ensure 100% compliance with all State Drinking Water Act requirements.
- ✓ To reduce sanitary sewer system overflows by a minimum of 10% annually to assist in meeting the Clean Water Act and Special Order by Consent Objectives absent any major storm events.

Performance Measures	FY 09 Actual	FY 10 Projected	FY 11 Target
Debt Service Ratio	1.51	1.3	1.3
Percentage of reports and data submittals delivered to the DEQ by target dates	100%	100%	100%
Percentage compliance with State Drinking Water Act requirements	100%	100%	100%
Number of sanitary sewer overflows	61	58	50

**UTILITY FUND**

<b>Revenue</b>							
	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>%</b>	<b>2010-2011</b>	<b>%</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Requested</b>	<b>Chng</b>	<b>Budget</b>	<b>Chng</b>
Water Availability Charges	\$ 2,340,934	\$ 2,016,265	\$ 1,656,000	\$ 1,794,000	8%	\$ 1,794,000	8%
Bulk Water Sales	1,774,745	2,395,864	3,084,156	2,872,300	-7%	2,872,300	-7%
Water Service Charges	9,434,463	10,113,807	15,211,623	16,704,500	10%	16,704,500	10%
Water Connection Charges	220,499	213,511	40,000	40,000	0%	40,000	0%
Meter Service Charges	736,923	717,836	810,590	765,460	-6%	765,460	-6%
Hydrant Rental	123,159	122,113	140,000	140,000	0%	140,000	0%
Sewer Service Charges	6,139,050	6,262,952	9,217,081	10,698,300	16%	10,698,300	16%
Sewer Connection Charges	236,875	324,114	40,000	40,000	0%	40,000	0%
Special Fees	88,531	218,199	20,000	20,000	0%	20,000	0%
Sewer Availability Charges	2,216,038	2,109,143	1,800,000	1,950,000	8%	1,950,000	8%
Recovery of Bad Debt	19,003	5,387	0	0	-	0	-
Sale of Service - Engineering	473,233	307,608	500,000	350,000	-30%	350,000	-30%
Miscellaneous	26,762	30,406	40,000	40,000	0%	40,000	0%
Interest Earned	8,244	18,110	0	0	-	0	-
Draw from Capitalized Interest Reserve	1,559,618	598,563	2,287,976	1,870,991	-18%	1,870,991	-18%
Capital Contributions from Development	2,658,020	3,785,842	0	0	-	0	-
<b>Total Revenue</b>	<b>\$ 28,056,097</b>	<b>\$ 29,239,718</b>	<b>\$ 34,847,426</b>	<b>\$ 37,285,551</b>	<b>7%</b>	<b>\$ 37,285,551</b>	<b>7%</b>

<b>Expense Summary</b>							
	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>%</b>	<b>2010-2011</b>	<b>%</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Requested</b>	<b>Chng</b>	<b>Budget</b>	<b>Chng</b>
Administration	\$ 813,108	\$ 797,910	\$ 1,066,373	\$ 1,049,685	-2%	\$ 990,175	-7%
Customer Service	1,081,698	1,217,700	1,218,377	1,266,477	4%	1,217,462	0%
Line Maintenance	2,133,311	2,226,123	2,622,119	2,628,885	0%	2,587,710	-1%
Maintenance	1,829,856	2,059,063	2,125,092	2,330,622	10%	2,326,700	9%
Water Production	6,636,054	6,871,485	7,439,113	7,680,001	3%	7,532,421	1%
Engineering	1,154,527	1,292,213	1,463,089	1,528,050	4%	1,531,136	5%
Non-Departmental	14,681,633	14,075,843	18,913,263	20,801,831	10%	21,099,945	12%
<b>Total Expenses</b>	<b>\$ 28,330,187</b>	<b>\$ 28,540,337</b>	<b>\$ 34,847,426</b>	<b>\$ 37,285,551</b>	<b>7%</b>	<b>\$ 37,285,551</b>	<b>7%</b>

**DEPARTMENT: PUBLIC UTILITIES - ADMINISTRATION**

**Budget Detail**

Account Number: 4-501-089510-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 399,421	\$ 382,513	\$ 542,485	\$ 542,485	0%	\$ 480,601	-11%
1200 Salaries and Wages - Overtime	131	512	2,254	2,254	0%	2,254	0%
2100 FICA	28,946	27,788	41,673	41,673	0%	36,938	-11%
2210 VRS Retirement	55,169	54,393	77,141	77,141	0%	77,233	0%
2400 Group Life	3,983	51,225	4,286	4,286	0%	1,346	-69%
2300 Group Hospitalization/Risk	25,432	3,137	51,010	51,010	0%	60,252	18%
3100 Professional Services	161,722	134,894	190,000	190,000	0%	190,000	0%
3300 Repairs and Maintenance	360	990	500	500	0%	500	0%
3500 Printing and Binding	636	317	10,500	2,500	-76%	2,500	-76%
3600 Advertising	261	417	250	250	0%	250	0%
4100 Information Technology	19,179	17,787	14,856	21,915	48%	24,816	67%
4200 Fleet	12,617	12,991	15,943	9,117	-43%	9,117	-43%
5100 Utilities	10,125	11,577	11,845	11,845	0%	11,845	0%
5210 Postal Services	188	80	3,300	2,000	-39%	2,000	-39%
5230 Telecommunications	7,577	7,305	6,194	10,028	62%	7,843	27%
5410 Lease/Rent of Equipment	3,567	0	0	0	-	0	-
5420 Lease/Rent of Building	71,819	78,765	61,955	62,500	1%	62,500	1%
5500 Travel and Training	859	1,176	3,000	3,000	0%	3,000	0%
5810 Dues and Association Memberships	5,977	5,949	5,000	5,000	0%	5,000	0%
6001 Office Supplies	2,516	2,528	6,000	6,000	0%	6,000	0%
6012 Books and Subscriptions	206	206	10,000	2,500	-75%	2,500	-75%
6017 Copier Costs	0	3,360	3,681	3,681	0%	3,681	0%
8200 Capital Outlay	2,418	0	4,500	0	-100%	0	-100%
<b>Total Operating Expenses</b>	\$ 813,108	\$ 797,910	\$ 1,066,373	\$ 1,049,685	-2%	\$ 990,175	-7%

3100 - Professional Services: rate model consultant update @ \$180,000.

**DEPARTMENT: PUBLIC UTILITIES - ADMINISTRATION**

**Personnel Summary**

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
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
30	Financial Manager	1	0	0	0	0
23	Data Quality Control Technician	1	1	1	1	1
23	Senior Accountant	1	0	0	0	0
20	FOG Administrator	0	0	1	1	1
20	Safety Officer	0	0	1	1	0
16	Water Distribution System Operator	0	0	1	1	1
14	Executive Secretary	1	1	1	1	1
13	Accounting Technician	1	1	1	1	1
<b>Number of Full-Time Positions</b>		8	6	9	9	8

**DEPARTMENT: PUBLIC UTILITIES - CUSTOMER SERVICE**

**Budget Detail**

Account Number: 4-501-089520-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 471,931	\$ 491,942	\$ 499,910	\$ 499,910	0%	\$ 500,298	0%
1200 Salaries and Wages - Overtime	34,589	30,200	33,804	33,804	0%	33,804	0%
1300 Salaries and Wages - Part-time	5,248	0	0	0	-	0	-
2100 FICA	36,665	37,601	40,829	40,829	0%	40,859	0%
2210 VRS Retirement	65,837	69,517	71,087	71,087	0%	80,398	13%
2400 Group Life	7,169	4,046	3,949	3,949	0%	1,401	-65%
2300 Group Hospitalization/Risk	131,774	153,675	153,030	153,030	0%	120,505	-21%
3100 Professional Services	134,381	137,754	160,000	160,000	0%	160,000	0%
3300 Repairs and Maintenance	12,475	18,669	15,000	15,000	0%	15,000	0%
3500 Printing and Binding	3,352	1,759	3,000	2,000	-33%	2,000	-33%
3700 Uniform Rental	4,744	6,048	6,750	6,750	0%	6,750	0%
4100 Information Technology	89,315	83,605	65,915	60,440	-8%	51,349	-22%
4200 Fleet	0	87,395	66,832	94,560	41%	94,560	41%
5210 Postal Service	510	1,908	1,500	1,000	-33%	1,000	-33%
5230 Telecommunications	10,827	13,031	11,190	23,437	109%	8,858	-21%
5410 Lease/Rent of Equipment	3,567	0	0	0	-	0	-
5420 Lease of Buildings	765	765	1,500	1,600	7%	1,600	7%
5500 Travel and Training	945	319	1,000	1,000	0%	1,000	0%
5810 Dues and Association Memberships	150	165	500	500	0%	500	0%
6001 Office Supplies	3,926	2,638	3,500	2,500	-29%	2,500	-29%
6012 Books and Subscriptions	215	131	400	400	0%	400	0%
6014 Other Operating Supplies	13,902	12,449	15,000	15,000	0%	15,000	0%
6017 Copier Costs	0	3,360	3,681	3,681	0%	3,681	0%
8100 Capital Outlay - Replacements	49,408	60,721	60,000	76,000	27%	76,000	27%
8200 Capital Outlay	0	0	0	0	-	0	-
<b>Total Operating Expenses</b>	<b>\$ 1,081,698</b>	<b>\$ 1,217,700</b>	<b>\$ 1,218,377</b>	<b>\$ 1,266,477</b>	<b>4%</b>	<b>\$ 1,217,462</b>	<b>0%</b>

**3100 - Professional Service:** Contracted meter reading service and software licens (HRUBS)

**3300 - Repairs & Maintenance:** Meter reading equipment.

**6014 - Other Operating Supplies:** Hand tools and protective equipment for meter service staff.

**8100 - Capital Outlay Replacements:** Water meter replacements.

**DEPARTMENT: PUBLIC UTILITIES - CUSTOMER SERVICE**

**Personnel Summary**

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
20	Customer Service Manager	1	1	1	1	1
17	Meter Services Supervisor	1	1	1	1	1
13	Accounting Technician	2	2	2	2	2
10	Customer Service Representative	6	6	6	6	6
9	Water Meter Service Worker	8	8	8	8	8
<b>Number of Full-Time Positions</b>		<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>

**DEPARTMENT: PUBLIC UTILITIES - LINE MAINTENANCE**

**Budget Detail**

Account Number: 4-501-089530-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 736,617	\$ 735,690	\$ 821,212	\$ 821,212	0%	\$ 813,717	-1%
1200 Salaries and Wages - Overtime	129,811	154,025	164,279	164,279	0%	164,279	0%
2100 FICA	62,937	65,055	75,390	75,390	0%	74,817	-1%
2210 VRS Retirement	104,870	105,610	116,776	116,776	0%	130,764	12%
2400 Group Life	18,923	6,384	6,488	6,488	0%	2,278	-65%
2300 Group Hospitalization/ Risk	164,582	226,587	222,808	222,808	0%	187,485	-16%
3100 Professional Services	15,773	14,849	47,500	40,000	-16%	40,000	-16%
3300 Repairs and Maintenance	187,231	139,770	200,000	200,000	0%	200,000	0%
3700 Uniform Rental	12,484	16,756	21,250	21,250	0%	21,250	0%
4100 Information Technology	23,436	16,526	21,155	45,666	116%	43,781	107%
4200 Fleet	304,758	306,105	405,691	357,952	-12%	357,952	-12%
5100 Utilities	7,728	8,311	12,000	12,000	0%	12,000	0%
5230 Telecommunications	9,870	9,628	7,820	12,314	57%	6,637	-15%
5410 Lease/Rent of Equipment	9,402	14,679	14,000	10,000	-29%	10,000	-29%
5420 Lease/Rent of Building	18,000	24,000	24,000	24,000	0%	24,000	0%
5500 Travel and Training	5,895	2,288	7,000	4,000	-43%	4,000	-43%
5810 Dues and Association Memberships	252	0	0	0	-	0	-
5852 HRSD Interceptors Interest Payment	154,097	147,201	175,000	150,000	-14%	150,000	-14%
6001 Office Supplies	996	2,960	1,500	1,500	0%	1,500	0%
6014 Other Operating Supplies	135,398	202,383	250,000	225,000	-10%	225,000	-10%
6017 Copier Costs	0	1,223	955	955	0%	955	0%
6024 Paving & Construction Supplies	21,441	26,094	27,295	27,295	0%	27,295	0%
8100 Capital Outlay - Replacements	8,809	0	0	0	-	0	-
8200 Capital Outlay	0	0	0	90,000	-	90,000	-
<b>Total Operating Expenses</b>	<b>\$ 2,133,311</b>	<b>\$ 2,226,123</b>	<b>\$ 2,622,119</b>	<b>\$ 2,628,885</b>	<b>0%</b>	<b>\$ 2,587,710</b>	<b>-1%</b>

**3100 - Professional Services:** Miss Utility costs.

**3300 - Repairs & Maint.:** Equipment maintenance, paving, manhole repairs.

**5410 - Lease of Equipment:** Rental of outside repair equipment.

**5420 - Lease of Buildings:** Headquarters - Dill Rd.

**6014 - Other Operating Supplies:** Line equipment supplies, protective equipment.

**DEPARTMENT: PUBLIC UTILITIES - LINE MAINTENANCE**

**Personnel Summary**

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
23	Line Maintenance Manager	1	1	1	1	1
18	Assistant Line Maintenance Manager	1	1	1	1	1
15	Labor Supervisor	4	4	3	3	3
12	Line Maintenance Technician	2	2	3	3	3
11	Skilled Laborer	10	10	11	11	11
9	Utility System Worker	8	8	8	8	8
<b>Number of Full-Time Positions</b>		<b>26</b>	<b>26</b>	<b>27</b>	<b>27</b>	<b>27</b>

**DEPARTMENT: PUBLIC UTILITIES - MAINTENANCE**

**Budget Detail**

Account Number: 4-501-089540-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 647,376	\$ 619,586	\$ 665,516	\$ 665,516	0%	\$ 679,635	2%
1200 Salaries and Wages - Overtime	101,634	94,998	87,616	87,616	0%	87,616	0%
2100 FICA	54,276	52,142	57,615	57,615	0%	58,695	2%
2210 VRS Retirement	90,049	87,830	94,636	94,636	0%	109,217	15%
2400 Group Life	13,681	6,430	5,258	5,258	0%	1,903	-64%
2300 Group Hospitalization / Risk	167,979	198,154	177,189	177,189	0%	145,439	-18%
3100 Professional Services	220	861	2,000	12,000	500%	12,000	500%
3300 Repairs and Maintenance	150,007	219,856	175,000	175,000	0%	175,000	0%
3700 Uniform Rental	9,247	11,514	15,000	15,000	0%	15,000	0%
4100 Information Technology	21,013	9,309	8,132	53,034	552%	56,617	596%
4200 Fleet	228,206	223,693	271,017	246,052	-9%	246,052	-9%
5100 Utilities	202,920	260,316	200,000	200,000	0%	200,000	0%
5230 Telecommunications	10,981	11,254	9,126	18,419	102%	16,239	78%
5410 Lease/Rent of Equipment	4,273	50,258	166,532	166,532	0%	166,532	0%
5420 Lease/Rent of Building	18,000	36,000	36,000	37,800	5%	37,800	5%
5500 Travel and Training	3,261	4,868	6,000	4,000	-33%	4,000	-33%
5810 Dues and Association Memberships	4,158	4,205	6,000	12,000	100%	12,000	100%
6001 Office Supplies	1,041	2,071	1,500	2,000	33%	2,000	33%
6014 Other Operating Supplies	101,532	159,214	140,000	200,000	43%	200,000	43%
6017 Copier Costs	0	1,223	955	955	0%	955	0%
8200 Capital Outlay	0	5,280	0	100,000	-	100,000	-
<b>Total Operating Expenses</b>	<b>\$ 1,829,856</b>	<b>\$ 2,059,063</b>	<b>\$ 2,125,092</b>	<b>\$ 2,330,622</b>	<b>10%</b>	<b>\$ 2,326,700</b>	<b>9%</b>

**3100 - Professional Services:** Immunizations.

**3300 - Repair & Maint.:** Pump station repairs, generator maintenance contracts and vacuum services.

**5410 - Lease of Equipment:** Lease of pumps.

**5420 - Lease of Buildings:** Maintenance facility - Benton Rd.

**6014 - Other Operating Supplies:** Sewer alarm system controls, protective gear.

**DEPARTMENT: PUBLIC UTILITIES - MAINTENANCE**

**Personnel Summary**

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
23	Maintenance Manager	1	1	1	1	1
18	Assistant Maintenance Manager	1	1	1	1	1
16 / 18	Electronics Technician I - II	2	2	2	2	2
15	Labor Supervisor	2	2	2	2	2
12	Pump Station Mechanic	8	8	8	8	8
11	Skilled Laborer	0	0	0	0	0
9	Utility System Worker	6	6	6	6	6
<b>Number of Full-Time Positions</b>		<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>

**DEPARTMENT: PUBLIC UTILITIES - WATER PRODUCTION**

**Budget Detail**

Account Number: 4-501-089550-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 1,088,825	\$ 1,126,120	\$ 1,192,308	\$ 1,192,308	0%	\$ 1,183,440	-1%
1200 Salaries and Wages - Overtime	160,174	142,906	219,991	219,991	0%	219,991	0%
1300 Salaries and Wages - Part-time	24,068	20,378	24,045	24,045	0%	24,045	0%
2100 FICA	93,616	94,336	109,880	109,880	0%	109,202	-1%
2210 VRS Retirement	155,416	160,777	169,546	169,546	0%	190,179	12%
2400 Group Life	14,936	9,044	9,419	9,419	0%	3,314	-65%
2300 Group Hospitalization / Risk	315,606	356,985	389,298	389,298	0%	248,891	-36%
3100 Professional Services	130,409	136,019	177,320	177,320	0%	177,320	0%
3300 Repairs and Maintenance	225,332	118,940	180,000	60,000	-67%	60,000	-67%
3500 Printing and Binding	9,778	727	8,750	8,750	0%	8,750	0%
3600 Advertising	1,608	1,526	3,300	2,000	-39%	2,000	-39%
3700 Uniform Rental	10,482	15,238	20,250	20,250	0%	20,250	0%
4100 Information Technology	32,538	29,024	38,716	96,938	150%	93,585	142%
4200 Fleet	76,773	69,652	94,381	72,630	-23%	72,630	-23%
5100 Utilities	616,217	872,651	800,000	800,000	0%	800,000	0%
5210 Postal Service	6,251	10,025	7,725	7,725	0%	7,725	0%
5230 Telecommunications	21,857	22,174	17,282	27,800	61%	18,999	10%
5311 Well Mitigation Claims	9,243	0	5,000	3,000	-40%	3,000	-40%
5410 Lease/Rent of Equipment	10,715	0	5,300	5,300	0%	5,300	0%
5420 Lease/Rent of Building	0	0	0	0	-	0	-
5500 Travel and Training	9,014	14,948	8,000	6,000	-25%	6,000	-25%
5810 Dues and Association Memberships	71,863	74,259	78,700	83,400	6%	83,400	6%
5853 Bulk Water Purchase	3,165,556	3,168,757	3,400,000	3,630,000	7%	3,630,000	7%
6001 Office Supplies	3,203	4,858	4,000	4,000	0%	4,000	0%
6014 Other Operating Supplies	377,253	404,076	435,000	554,500	27%	554,500	27%
6017 Copier Costs	0	5,701	5,901	5,901	0%	5,901	0%
8100 Capital Outlay - Replacements	5,320	12,364	13,000	0	-100%	0	-100%
8200 Capital Outlay - Additions	0	0	22,000	0	-100%	0	-100%
<b>Total Operating Expenses</b>	<b>\$ 6,636,054</b>	<b>\$ 6,871,485</b>	<b>\$ 7,439,113</b>	<b>\$ 7,680,001</b>	<b>3%</b>	<b>\$ 7,532,421</b>	<b>1%</b>

**3100 - Professional Services:** Lab testing services, toxicity and alkaline tests.  
**3300 - Repairs & Maintenance:** Lab equipment maintenance and services contracts; grass cutting, etc.  
**5853 - Bulk Water Purchase:** Anticipated Portsmouth water rate increase.  
**6014 - Other Operating Supplies:** Lab chemicals and supplies.  
**8100 - Capital Outlay:** Water bath, lab floor replacement.  
**8200 - Capital Outlay Additions:** Lab management system.

**Personnel Summary**

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
31	Water Production Manager	1	1	1	1	1
29	Quality Control Supervisor	1	1	1	1	1
24	Operations Supervisor	1	1	1	1	1
19	Water Maintenance Supervisor	1	1	1	1	1
19	Senior Operator	6	6	6	6	6
17	Quality Control Technician	4	4	4	4	4
14 / 17	Water Treatment Plant Operator I - II	5	5	5	5	5
16	Water Distribution Operator	2	2	2	2	2
16	Water Maintenance Mechanic	3	3	3	3	3
9	Utility System Worker	4	4	4	4	4
8	Office Assistant I	1	1	1	1	1
<b>Number of Full-Time Positions</b>		<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>

**DEPARTMENT: PUBLIC UTILITIES - ENGINEERING**

**Budget Detail**

Account Number: 4-501-089560-	2007-2008	2008-2009	2009-2010	2010-2011	%	2010-2011	%
	Actual	Actual	Budget	Requested	Chng	Budget	Chng
1100 Salaries and Wages	\$ 673,789	\$ 770,051	\$ 861,178	\$ 861,178	0%	\$ 885,274	3%
1200 Salaries and Wages - Overtime	6,575	3,813	29,876	29,876	0%	29,876	0%
1300 Salaries and Wages - Part-time	0	0	0	0	-	0	-
2100 FICA	50,122	57,434	68,166	68,166	0%	70,009	3%
2210 VRS Retirement	95,596	109,848	122,460	122,460	0%	142,264	16%
2400 Group Life	6,490	6,137	6,803	6,803	0%	2,479	-64%
2300 Group Hospitalization / Risk	81,688	145,137	144,529	144,529	0%	113,810	-21%
3100 Professional Services	84,831	47,051	50,000	40,000	-20%	40,000	-20%
3300 Repairs and Maintenance	964	8,009	5,000	5,000	0%	5,000	0%
3500 Printing and Binding	1,003	159	500	500	0%	500	0%
3600 Advertising	4,430	325	0	0	-	0	-
3700 Uniform Rental	1,631	4,002	4,500	4,500	0%	4,500	0%
4100 Information Technology	25,270	24,326	38,695	48,223	25%	43,251	12%
4200 Fleet	37,914	35,515	45,026	30,133	-33%	30,133	-33%
5100 Utilities	6,189	6,380	10,000	10,000	0%	10,000	0%
5210 Postal Service	380	142	500	500	0%	500	0%
5230 Telecommunications	13,846	15,294	13,345	14,790	11%	12,149	-9%
5410 Lease/Rent of Equipment	10,068	5,440	3,550	0	-100%	0	-100%
5420 Lease/Rent of Building	35,909	39,383	38,500	41,000	6%	41,000	6%
5500 Travel and Training	9,065	1,714	5,000	5,000	0%	5,000	0%
5714 Purchased Services - Stormwater	0	0	0	78,930	-	78,930	-
5810 Dues and Association Memberships	150	787	1,000	1,500	50%	1,500	50%
6001 Office Supplies	5,198	4,664	5,200	5,200	0%	5,200	0%
6012 Books and Subscriptions	2,500	70	0	500	-	500	-
6014 Other Operating Supplies	920	217	5,000	5,000	0%	5,000	0%
6017 Copier Costs	0	4,262	4,262	4,262	0%	4,262	0%
8200 Capital Outlay	0	2,056	0	0	-	0	-
<b>Total Operating Expenses</b>	<b>\$ 1,154,527</b>	<b>\$ 1,292,213</b>	<b>\$ 1,463,089</b>	<b>\$ 1,528,050</b>	<b>4%</b>	<b>\$ 1,531,136</b>	<b>5%</b>

**Personnel Summary**

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
	34 Utility Engineering Manager	1	1	1	1	1
25 /29 /30	Civil Engineer I, II, III	4	5	5	5	5
	23 Construction Manager	1	1	1	1	1
18 / 20	Constr. Insp. & Sr Construction Inspector	6	6	6	6	6
18 / 19	Engineering Tech. & Sr Engineering Techn	5	3	3	3	3
	16 GIS Technician	1	0	0	0	0
	13 Engineering Aide	0	1	1	1	1
<b>Number of Full-Time Positions</b>		<b>18</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>