

UTILITIES

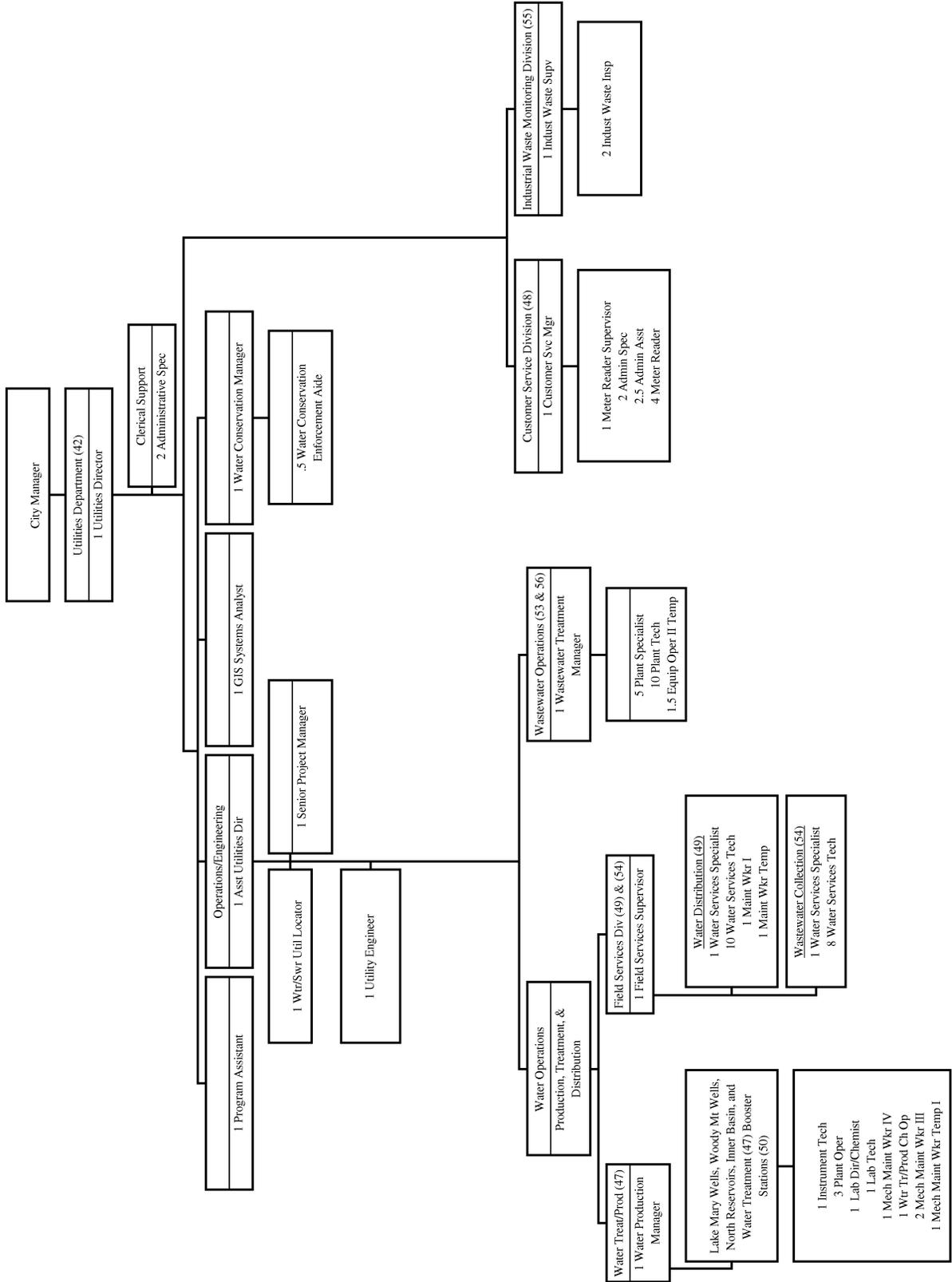
UTILITIES DEPARTMENT MISSION

The mission of the **Utilities Department** is to professionally and cost effectively provide water and wastewater services that meet the present and future environmental, health, and safety needs of the community and our co-workers.

We are committed to a goal of 100% customer satisfaction. This will be achieved by a dedication to exceed customer expectations by continuously improving our operations.

We value our co-workers and strive to maintain high motivation by providing an environment that encourages improvement and teamwork.

Utilities



MISSION

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This mission statement is applicable to all Utility divisions and will not be repeated at the beginning of each divisional section.

PROGRAM DESCRIPTION

Coordinates activities of the Utilities Department. Administers the department safety program, water conservation program, Water Commission activities, City Change Order Committee, and acts as Forest Service liaison. Provides representation for the City of Flagstaff to various planning groups such as the Technical Advisory Group for the Coconino Plateau Water Advisory Council and the Technical Advisory Committee for the National Park service/U.S. Forest Service Lake Mary Watershed planning group. Reviews pending water legislation and provides input to Council. Represents the City of Flagstaff on the Northern Arizona Water Users Association. Assesses Utilities capital improvements needs, prioritizes needs, and provides engineering services for capital improvement projects. Administers water and sewer computer modeling activities for the City and new developments. Provides Blue Stake locating services. Investigates customer, staff, and City Council inquiries and follows up on complaints. Provides permit administration for NPDES, APP, Reuse, and other permits as required. Reviews new developments and represents the department on a multitude of various committees. Provides all clerical services for the department.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: PLANNING FOR GROWTH

OBJECTIVES:

- ❖ Provide uninterrupted water and sewer service to the City of Flagstaff.
 RESULT: Citizens approved a \$15,000,000 bond question for acquisition of future water sources to accommodate growth as well as an \$8,500,000 bond question to drill additional water wells. Both projects are presently being worked on. Council

considered the acquisition of the red Gap Ranch during the year and decided against it. Presently under consideration is the purchase of another water ranch and acquisition of surface water.

Water well siting is presently in progress. Initial results indicate a good site at Ft. Tuthill. Concerns have not been resolved regarding possible interference with Woody Mountain wells.

Voters also approved a \$23,100,000 bond question to upgrade the Wildcat Hill Treatment Plant. Design of the improvements to class A+ reclaimed water is in progress and construction is planned to start in 2005.

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Continue to review rates and recommend changes where necessary.
 RESULT: The Finance Division runs The City's rate model annually and recommended rate changes are presented to the City Council for consideration.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer's water and wastewater service expectations.
 RESULT: The Department keeps track of water system outage time. This includes the number of customer hours that service is off due to repairs or construction. For calendar year 2004 our customers experienced 1,724 outage hours for an average of 33 hours per week.
 The Department also tracks sewer blockages as "private" and "public." For calendar year 2004 our customers experienced a total of 41 "public" sewer blockages for an average of .79 per week. An additional sewer maintenance crew has been requested in the FY06 budget.

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ No permit violations.
 RESULT: No permit violations occurred at the Rio de Flag Wastewater Plant during 2004.
 No drinking water quality violations occurred during 2004. However, five monitoring violations occurred resulting from a pen recorder not tracking turbidity every 15 minutes. The water quality was not at risk. A second recorder has been installed as a "back up."
 The Wildcat Hill Wastewater Plant experienced one permit violation during the year for Total Cyanide. A subsequent sample had no detectable Total Cyanide. The violation was an anomaly.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Updated the 10-year Capital Improvement Program for the Utilities Department.
- ❖ Installed the permanent reclaimed water line and new sewer connection to SCA Tissue.
- ❖ Replaced the water transmission line under I-40 in conjunction with ADOT Bridge Project.
- ❖ Revised the water conservation ordinance.
- ❖ Implemented the waterless urinal project for school district.
- ❖ Extended the reclaim system to Christensen School.
- ❖ Bid and constructed the NAU reclaim conversion project Phase II.

FY 06 GOALS AND OBJECTIVES

GOAL: PLANNING FOR GROWTH

OBJECTIVES:

- ❖ Plan for and pursue capital improvements necessary to meet future growth.

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Continue to review rates and recommend changes when necessary.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer's water and wastewater service expectations.
- ❖ Provide uninterrupted water and sewer service to the City of Flagstaff.

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ No permit violations.

PERFORMANCE INDICATORS	FY03	FY04	FY 05 EST.
Number of water and sewer impact studies done for private development	4	15	12
CIP expenditures verses budget	62%	56%	44%
O&M expenditures verses budget	91%	85%	94%
Number of water and sewer projects administered	18	17	17
Departmental operating efficiency ratio (total O&M/total population)	\$152	\$138	\$158
Ratio of projects completed per year to projects budgeted per year	75%	54%	62%
Bill stuffer survey (Positive customer service responses/total responses)	85%	86%	86%

UTILITIES

DIVISION 42

ADMINISTRATION

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 661,269	\$ 727,072	\$ 722,456	\$ 771,162	\$ 44,090
CONTRACTUAL	164,960	406,548	236,874	499,194	92,646
COMMODITIES	41,419	60,230	56,496	56,017	(4,213)
CAPITAL	3,000	33,075	23,294	10,780	(22,295)
TOTAL	\$ 870,648	\$ 1,226,925	\$ 1,039,120	\$ 1,337,153	\$ 110,228
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 526,852	\$ 729,219	\$ 538,320	\$ 749,537	\$ 20,318
WATER COMMISSION	-	2,575	2,600	3,055	480
CITY WTR SYSTEM ANALYSIS	10,352	12,100	12,100	5,816	(6,284)
FIXED ASSET INVENTORY	6,011	13,767	13,767	14,816	1,049
CITY SWR SYSTEM ANALYSIS	5,598	5,000	4,349	13,187	8,187
ENGINEERING	236,515	299,338	309,426	302,185	2,847
BLUE STAKE	(4,239)	12,951	13,644	(1,789)	(14,740)
WATER CONSERVATION	86,559	135,400	136,636	163,407	28,007
GIS-UTILITIES	-	-	-	76,159	76,159
WILDLIFE VIEWING AREA	3,000	16,575	8,278	10,780	(5,795)
TOTAL	\$ 870,648	\$ 1,226,925	\$ 1,039,120	\$ 1,337,153	\$ 110,228
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 1,337,153	
				\$ 1,337,153	
COMMENTARY:					
<p>The Utilities Administration operating budget has increased 11% and capital expenditures total \$11,780 resulting in an overall increase of 9%. Personal Services increases are due to market, merits, retirement, and insurance. Contractuals increases are primarily due to consulting fees, building maintenance, calibration of sewer collection model, travel, and additional rebates for washing machines and pre-rinse spray valves. Commodities are decreasing due to prior year one-time items and increases for computer equipment and promotional materials. One-time items in this division are \$30,000 for rate study, \$43,000 for an endocrine study, \$15,500 for converting the Pine Cliff Booster Station to storage, \$10,000 for spray valve rebates, \$7,500 for promotional materials, and \$3,000 for a computer replacement. Capital is for a carryover of the Wildlife Habitat project.</p>					

PROGRAM DESCRIPTION

The Lake Mary Water Treatment Plant provides conventional surface water treatment for waters from Upper Lake Mary. Staff is responsible for the operation of all other water production facilities including: Lake Mary Wellfield, Woody Mountain Wellfield, the Inner Basin wells and springs, local wells, and the Reservoir Filtration Plant. Staff also operates and maintains system water tanks and booster stations (Division 50). The lab provides water sampling and analysis for: process control and state compliance.

This Division cost effectively produces water that meets all Safe drinking Water Act requirements. It manages the quantity of water to provide adequate flows for customers and for fire fighting. It teaches public awareness of the water system through educational programs and demonstrations.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ Reduce the amount of (monitoring) violations.
RESULT: The quantity of monitoring violations are less that last year and will continue to be lowered as improvements are made to the SCADA system.

GOAL: CAPITAL IMPROVEMENT

OBJECTIVES:

- ❖ Design pumping facility for Rio well.
RESULT: Request for Proposal was out in February; well design is on schedule.
- ❖ Drill new well.
RESULT: New CSAMT (resistivity) technique was used in determining best site. Well construction to started in June.

GOAL: QUALITY OF LIFE

OBJECTIVES:

- ❖ Maximize the use of the least expensive source of water. Reduce cost by 5%.
RESULT: As of February 05, more surface water is being produced, which means less water from Lake

Mary wellfield and Woody Mountain wellfield. Cost savings could be greater that 5%.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Samples for new water mains are tested (109).
- ❖ Analyzed power cost for VFD installations using Shop well as model.
- ❖ Security covers for wellhead protection are manufactured in-house.
- ❖ New chlorine gas detectors are installed at Reservoir Filtration Plant.
- ❖ Lead & copper sampling completed, all parameters are being met.
- ❖ One-half mile of Inner Basin pipeline was installed.
- ❖ All Production Employees attend customer service training
- ❖ 14 Complaints are tracked and resolved.

FY 06 GOALS AND OBJECTIVES

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Implement new APSES strategies for power savings.

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ Meet Arsenic regulations, Jan 06. Add treatment option.
- ❖ Decommission 20 MG reservoirs to comply with State requirements.
- ❖ Watershed protection by installing a composting toilet in the Inner Basin.

GOAL: CAPITAL IMPROVEMENT

OBJECTIVES:

- ❖ Modifications at LMWTP by renovating decommissioned chlorine room and adding ADA approved bathroom facilities.
- ❖ Modify flat roof structure at the Reservoir Filtration due to water damage and potential mold site.

PERFORMANCE INDICATORS	CY03	CY04	CY05 EST.
Number of gallons of water produced (millions)	2,806	2,688	3,000
Cost per thousand gallons of treated water	\$1.06	\$1.04	\$1.00
Number of Safe Drinking Water Act Violations	6	5	0
Number of water tests performed	1,254	1,256	1,300
Number of water quality complaints	14	22	10

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DIVISION 47

**LAKE MARY WATER
TREATMENT PLANT**

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 633,438	\$ 680,730	\$ 675,858	\$ 715,493	\$ 34,763
CONTRACTUAL	1,557,163	2,163,230	2,088,512	2,144,320	(18,910)
COMMODITIES	265,390	260,434	273,351	283,313	22,879
CAPITAL	436,061	484,774	218,170	887,025	402,251
TOTAL	\$ 2,892,052	\$ 3,589,168	\$ 3,255,891	\$ 4,030,151	\$ 440,983
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 373,951	\$ 388,829	\$ 399,321	\$ 414,569	\$ 25,740
WATER TREATMENT OPERATION	262,637	228,386	228,154	267,924	39,538
CHEMICAL ANALYSIS	201,188	232,823	196,144	229,855	(2,968)
BLDGS & GROUNDS MAINT	53,158	79,778	90,679	272,190	192,412
EQUIPMENT MAINTENANCE	171,831	169,697	122,382	212,325	42,628
USFS LAKE MARY CONTRACT	8,860	8,860	8,860	8,860	-
UPPER LAKE MARY DAM IMP	10,523	21,000	23,650	21,000	-
SEDMNTION BASIN MODS (90)	8,224	15,000	15,000	15,000	-
SCADA TRACKING	12,098	34,350	40,209	25,350	(9,000)
LOCAL WELLS	317,752	516,505	519,135	543,416	26,911
LAKE MARY WELLFIELDS	324,988	687,236	502,649	614,244	(72,992)
WOODY MOUNTAIN WELLFIELD	1,059,947	817,750	932,987	834,597	16,847
NORTH RESERVOIRS	27,758	52,183	54,450	73,265	21,082
INNER BASIN DEVELOPMENT	36,235	93,991	79,392	135,524	41,533
INNER BASIN PIPELINE	22,902	242,780	42,879	362,032	119,252
TOTAL	\$ 2,892,052	\$ 3,589,168	\$ 3,255,891	\$ 4,030,151	\$ 440,983
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 4,030,151	
				\$ 4,030,151	

COMMENTARY:

The Lake Mary Water Treatment Plant operating budget has increased 1% and capital expenditures total \$887,025 resulting in an overall increase of 12%. Personal Services increases are due to market, merits, retirement, and insurance. There is also \$11,000 budgeted for implementation of skill based pay for this division. Contractuals has increases for lab services and maintenance of equipment. Commodities increases are due to chemicals, various pieces of equipment, and materials for road repairs. One-time expenditures for this division are \$4,000 for a new server for the control system and \$5,000 for additional repairs to the Inner Basin road. Major capital (>\$10,000) includes \$301,001 for Inner Basin pipe replacement, \$160,500 for a power generator, \$45,750 for a two replacement vehicles, \$20,000 for the land acquisition fund, \$20,000 for Upper Lake Mary dam improvements, \$20,000 for a gas heater, \$200,000 for renovations, \$32,000 for an Inner Basin composting toilet, \$20,000 for a roof replacement, \$47,774 for a basin pump system, and \$15,000 for a chlorinator. The composting toilet is expected to receive grant funding of 60%.

PROGRAM DESCRIPTION

Customer Service is responsible for meter reading, water and sewer billing, and collection of delinquent accounts including the disconnection and lock off of water service for unpaid billings and non-sufficient fund checks for the Utilities Department. Unusually high or low water consumption is investigated and inactive meters are monitored for possible consumption. This division is also responsible for cashiering operations for most City departments and for the calculation and collection of utility system fees for all new or added construction.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Offer additional payment options through the acceptance of credit and debit cards.
RESULT: Began offering the new payment option of debit or credit cards in January 2005.
- ❖ Install and implement Internet bill presentment and electronic payment acceptance.
RESULT: Due to required system upgrades we will carryover this goal to FY 2006.
- ❖ Send out timely and accurate utility and system fee billings.
RESULT: All Cycle bills ran on time. \$2.1 million was collected in new construction System Fees.

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Continue to lower annual write-off and minimize delinquent accounts by sending on-time delinquency notices and performing follow-up turn-offs to non-payers.
RESULT: The write-off continues to be low for FY 05 due to increases in collections activity and billed deposits to delinquent payers.
- ❖ Continue program of billing extra deposits to frequent cut-off list accounts reducing write offs.

RESULT: This program has been successful in reducing annual write-offs.

- ❖ Continue, with the Water Distribution Division, the program to replace manually read meters with radio read meters.
RESULT: Programmed over 2,400 radio read meters installed by the Water Distribution Division.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Added a scanline to the utility billings and installed scanners for all CSRs.
- ❖ Automated the Winter Quarter Average sewer billing function for residential properties.
- ❖ Billing System upgraded and CSRs trained on additional functionality.

FY 06 GOALS AND OBJECTIVES

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Order, install and train on Click2Gov, the CIS software internet product which will allow customers to view their billing and consumption history.
- ❖ Purchase and install a small version of JavaCard/RiTa that makes taking credit card payments over the internet (in conjunction with Click2Gov) possible.

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Continue to lower annual write-off and minimize delinquent accounts by sending on-time delinquency notices and performing follow-up turn-offs to non-payers.
- ❖ Continue program of billing extra deposits to frequent cut-off list accounts reducing write offs.
- ❖ Continue, with the Water Distribution Division, the program to replace manually read meters with radio read meters.

PERFORMANCE INDICATORS	CY03	CY04	CY05 EST.
Total billed including water/wastewater/other (millions)	\$22.6	\$20.9	\$21.0
Meter Reader Efficiency - impact of applied technologies (meters read per Reader per Quarter)	25,288	25,039	25,300
Division Efficiency (Division Base Cost/Meters Read)	\$3.20	\$3.22	\$3.21
Total System and Capacity Fees, Taps, Etc. collected (millions)	\$2.6	\$2.0	\$2.1
Collections Activity - Percent of Delinquent Accounts (Delinquent Accounts/Total Accounts)	4.7%	3.2%	3.3%
Percent of Estimated Reads	2.96%	2.93%	2.90%

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DIVISION 48

CUSTOMER SERVICE

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 442,907	\$ 479,575	\$ 481,111	\$ 508,437	\$ 28,862
CONTRACTUAL	117,742	147,490	147,418	171,690	24,200
COMMODITIES	25,686	87,395	41,595	99,695	12,300
CAPITAL	-	-	-	6,000	6,000
TOTAL	\$ 586,335	\$ 714,460	\$ 670,124	\$ 785,822	\$ 71,362
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 119,108	\$ 193,586	\$ 147,576	\$ 212,947	\$ 19,361
FIELD READING	157,314	181,904	183,196	202,934	21,030
COLLECTION	59,109	63,523	63,905	76,762	13,239
CUSTOMER SERVICE	250,804	275,447	275,447	293,179	17,732
TOTAL	\$ 586,335	\$ 714,460	\$ 670,124	\$ 785,822	\$ 71,362
SOURCE OF FUNDING:					
GENERAL FUND				\$ 28,757	
LIBRARY FUND				884	
HIGHWAY USER REVENUE FUND				3,289	
WATER AND WASTEWATER FUND				623,927	
STORMWATER FUND				8,167	
AIRPORT FUND				297	
ENVIRONMENTAL SERVICES FUND				120,501	
				\$ 785,822	
COMMENTARY:					
<p>The Customer Service operating budget has increased 9% and capital expenditures total \$6,000 resulting in an overall net increase of 10%. Personal Services increases are due to market, merits, and insurance increases. Contractuals increases are for consulting fees, maintenance of equipment, and credit card fees. Commodities increases are for computer equipment, gas and oil, safety supplies, and computer software. The computer software is a carryover of \$55,000 for implementing credit card interfacing and web payments. One-time items are the software and \$5,000 for HTE bill programming. The capital is for a data collector.</p>					

PROGRAM DESCRIPTION

The Water Distribution system operators safely and efficiently operate, maintain and repair all water distribution lines, fire hydrants, pressure reducing stations and meters, supplying each customer with a sufficient volume of water at adequate pressures, throughout our varying elevations and pressure zones.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer service expectations.
RESULT: Our crews are trained to approach our customers in a more conscience manner, making sure all of their needs, questions and concerns have been addressed. Routine and emergency maintenance projects are completed in a timely manner.

GOAL: FISCAL HEALTH

OBJECTIVE:

- ❖ Reduce accidents and maintain high safety standards.
RESULT: Our safety program continues to communicate the importance of safety and loss control. Employees are routinely trained on a wide variety of safety practices and procedures, reducing major accidents within the division.

GOAL: PLANNING FOR GROWTH

OBJECTIVE:

- ❖ Maintain water pressures throughout our service area within American Water Works Association (AWWA) guidelines.
RESULT: Using a variety of pressure recording devices to pinpoint isolated or widespread distribution problems, we handled customer pressure complains in a timely manner building customer confidence in the Utilities Department and the City of Flagstaff.

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVE:

- ❖ Continue developing multi-skilled workforce through skill base pay.
RESULT: Skill base pay for the division was instituted, skill blocks developed and training criteria initiated. The development of a crew rotation-training schedule has strengthened the teamwork within the division.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Sunnyside Phase II, III & IIIA, Huntington/ 4th St. Railroad Crossing Phase I, Amberwood Booster Station And the Miller Ave/ Mobile Haven Reclaim Capital Improvement Projects: Worked with public and private engineers, contractors and customers, coordinating a wide variety of projects including: Valve installations, main line realignments, shutdowns, turn-ons, mainline flushing and emergency repairs to our water distribution system.
- ❖ Radio Read Meters: Exceeded our goal of installing 2000 radio read meters, by installing 2470 meters throughout the community. Enhancing customer service, by providing a safe, estimate free billing process. While increasing our overall efficiency and lowering operating costs.
- ❖ Instituted Skill Base Pay: Skill base pay for the division was initiated, skill blocks developed and training criteria initiated. We also had 40% of the individuals successfully completed an Arizona Department of Environmental Quality Operator training, testing and certification program. Continuing our effort to develop a multi-skilled workforce.
- ❖ Water and Wastewater Atlas Updates: Updating of our water and wastewater atlas, with all of the new lines constructed in the past several years. Giving city staff the most up to date information, when planning, designing and dealing with scheduled and emergency repair projects.

FY 06 GOALS AND OBJECTIVES

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer service expectations.

GOAL: FISCAL HEALTH

OBJECTIVE:

- ❖ Reduce accidents and maintain high safety standards.

GOAL: PLANNING FOR GROWTH

OBJECTIVE:

- ❖ Maintain water pressures throughout our service area within American Water Works Association (AWWA) guidelines.

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVE:

- ❖ Continue developing multi-skilled workforce through skill base pay.

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DIVISION 49

WATER DISTRIBUTION

PERFORMANCE INDICATORS	CY03	CY04	CY05 EST.
Number of complaints and responses	161	201	220
Number of meter replacements and repairs	557	546	600
Number of work orders completed	3,019	3466	3000
Cost per service/water distribution system	\$12.46	\$13.01	\$12.73

EXPENDITURES BY CATEGORY:	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 720,542	\$ 723,744	\$ 752,397	\$ 808,258	\$ 84,514
CONTRACTUAL	48,203	68,935	62,664	54,196	(14,739)
COMMODITIES	132,633	228,686	212,751	236,232	7,546
CAPITAL	92,905	45,800	215	112,150	66,350
TOTAL	\$ 994,283	\$ 1,067,165	\$ 1,028,027	\$ 1,210,836	\$ 143,671

EXPENDITURES BY PROGRAM:	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
GENERAL ADMINISTRATION	\$ 102,416	\$ 154,348	\$ 157,531	\$ 134,601	\$ (19,747)
WATER SYS MAINT-OPERATION	151,219	149,699	155,475	187,675	37,976
MAIN & SERVICE LINE REPAIR	241,333	218,266	225,683	287,012	68,746
MAIN EXT-FIRE HYDR/VALVE	70,401	107,464	66,434	115,847	8,383
VALVE & FIRE HYDR MAINT	103,655	125,674	107,003	132,355	6,681
METER INSTALLATION	226,433	216,232	206,549	227,551	11,319
METER REPAIR & TESTING	98,826	95,482	109,352	125,795	30,313
TOTAL	\$ 994,283	\$ 1,067,165	\$ 1,028,027	\$ 1,210,836	\$ 143,671

SOURCE OF FUNDING:		
	WATER AND WASTEWATER FUND	\$ 1,210,836
		\$ 1,210,836

COMMENTARY:
 The Water Distribution operating budget has increased 8% and capital expenditures total \$112,150 resulting in an overall net increase of 13%. Personal Services increases are due to market, merits, retirement, and insurance. The decrease in Contractuals is due to prior year one-time expenditures. Commodities increase is for a one-time purchase of two gas detectors (\$6,000). Major capital (>\$10,000) is \$66,350 for two replacement vehicles and the carryover of \$45,800 to replace a service truck.

PROGRAM DESCRIPTION

Provides for the operation and maintenance of booster stations that provide adequate volume and pressure for domestic and fire service outside of the normal pressure zones of the water distribution system. This Division manages the operation and maintenance of water storage tanks to mitigate any disruption in power and maintain adequate disinfection residuals.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: ECONOMIC DEVELOPMENT / REDEVELOPMENT

OBJECTIVES:

- ❖ Start-up and operate Kinlani II booster station.
RESULT: Developer has not broken ground on development. There are issues delaying the project.

GOAL: QUALITY OF LIFE

OBJECTIVES:

- ❖ Paint University Highlands tank.
RESULT: Painting contract is on schedule.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Amberwood BS online allowing pressure to be lowered in zone C.

FY 06 GOALS AND OBJECTIVES

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ Clean and inspect Cheshire tank

GOAL: QUALITY OF LIFE

OBJECTIVES:

- ❖ Landscape Kinlani Booster Station using Xeriscape methods.

PERFORMANCE INDICATORS

See Division 47.

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 15,208	\$ 21,536	\$ 31,996	\$ 35,581	\$ 14,045
CONTRACTUAL	20,716	44,650	44,347	37,150	(7,500)
COMMODITIES	5,206	3,026	3,666	3,625	599
CAPITAL	-	8,000	8,000	-	(8,000)
TOTAL	\$ 41,130	\$ 77,212	\$ 88,009	\$ 76,356	\$ (856)
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 15,368	\$ 28,536	\$ 39,350	\$ 42,781	\$ 14,245
ZONE A	310	350	350	350	-
KINLANI	1,672	2,226	2,276	3,525	1,299
UNIVERSITY HIGHLANDS #1	4,786	9,300	9,650	1,800	(7,500)
AIRPORT BOOSTER	3,375	2,700	2,997	2,700	-
AMBERWOOD BOOSTER	105	11,350	11,836	3,550	(7,800)
RAILROAD SPRINGS BOOSTER	15,514	20,550	20,350	20,450	(100)
KINLANI II	-	2,200	1,200	1,200	(1,000)
TOTAL	\$ 41,130	\$ 77,212	\$ 88,009	\$ 76,356	\$ (856)
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 76,356	
				\$ 76,356	
COMMENTARY:					
The Booster Station operating budget has increased 10% and there are no capital expenditures resulting in an overall net decrease of 1%. The increase in Personal Services is based on amount of charges from other divisions. Contractuals decreased due to prior year one-time expenses and an increase for landscaping at the Kinlani Booster. Commodities increase slightly for landscape maintenance. The Kinlani landscaping is a one-time expenditure for \$1,000.					

PROGRAM DESCRIPTION

The Wildcat Hill Wastewater Plant is a 6 million gallon-per-day advanced treatment facility. This program is responsible for the day-to-day operation and maintenance, as well as the pumping of treated wastewater to the Fairfield golf courses and contractors. The plant operates a State-certified laboratory, which performs the majority of the required routine lab analysis.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVES:

- ❖ Continue to develop multi-skilled workforce.
RESULT: Wildcat employees achieved 2 skill blocks related to skill based pay.

GOAL: PLANNING FOR GROWTH

OBJECTIVES:

- ❖ Encourage the use of reclaimed water.
RESULT: Plant is currently under design to convert the plant to A+ water, which will result in an increase in availability of this quality of water.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer service expectations.
RESULT: The plant had 0 complaints in calendar year 2004 from septage and reclaim water haulers.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ No permit violations within plant design.
- ❖ Maintained State Certified laboratory Standards.
- ❖ All required state and federal monitoring reports were submitted accurately and on time.
- ❖ North bio tower bearing replaced.
- ❖ Addition of pre-chlorination and pre-aeration to the influent during the summer months that has greatly reduced primary sludge problems.
- ❖ Implemented a stormwater program, including a spill prevention countermeasure and control plan.
- ❖ Implemented a Hazard Communication Program.
- ❖ Renewed several existing permits upon expiration.

FY 06 GOALS AND OBJECTIVES

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVES:

- ❖ Continue to develop multi-skilled workforce.

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ Operate facility within all regulatory permits.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer service expectations.

PERFORMANCE INDICATORS (Wildcat Hill WWTP)	CY03	CY04	CY05 EST.
Gallons of influent treated (billions)	1.484714	1.35	1.4
Gallons of septage treated (millions)	1.181078	1.28	1.3
Gallons of reclaimed water sold (millions)	309.1327	447.347	450
Gallons of grease treated (thousands)	315.230	269.940	275
Gallons of commercial interceptor sludge (thousands)	60.45	49.550	60
Dry metric tons of solids/sludge injected	587.82	559.74	750
Cost per thousand to treat (influent)	\$1.04	\$1.20	\$1.15

UTILITIES

DIVISION 53

**WILDCAT WASTEWATER
TREATMENT PLANT**

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 927,119	\$ 773,979	\$ 740,070	\$ 840,878	\$ 66,899
CONTRACTUAL	1,012,002	501,979	501,418	525,244	23,265
COMMODITIES	391,135	291,066	299,799	300,859	9,793
CAPITAL	40,993	37,990	28,457	7,900	(30,090)
TOTAL	\$ 2,371,249	\$ 1,605,014	\$ 1,569,744	\$ 1,674,881	\$ 69,867
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 176,081	\$ 168,934	\$ 114,875	\$ 260,357	\$ 91,423
WC-PLANT OPERATIONS	524,338	559,289	524,116	516,922	(42,367)
WC-PLANT MAINTENANCE	635,629	651,006	713,087	641,241	(9,765)
WC-LAB-PROC CNTRL-MONTR	94,841	126,766	108,487	145,702	18,936
WC-SEPTAGE	54,207	19,154	33,549	27,579	8,425
WC-WH RIO MAINTENANCE	2,085	6,714	4,160	6,112	(602)
WC-DRYING BEDS OPERATIONS	35	1,750	1,750	1,750	-
WC-SLUDGE INJECTION	60,066	71,401	69,720	75,218	3,817
RP-PLANT OPERATIONS	505,179	-	-	-	-
RP-PLANT MAINTENANCE	132,994	-	-	-	-
RP-LAB-PROC CNTRL-MONITOR	42,842	-	-	-	-
RP-RECLAIM CONNECTIONS	142,952	-	-	-	-
TOTAL	\$ 2,371,249	\$ 1,605,014	\$ 1,569,744	\$ 1,674,881	\$ 69,867
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 1,674,881	
				\$ 1,674,881	
COMMENTARY:					
<p>The Wastewater Treatment Plant operating budget increased by 6% and capital totals \$7,900 resulting in an overall net increase of 4%. Personal Services increases are due to market, merits, retirement, insurance, and overtime. Contractuals increases are due to registration fees, utilities, maintenance of buildings and equipment, postage, advertising, and testing. Commodities increases are due to equipment, tools, horticultural supplies, office and safety supplies, and various operating supplies. One-time items in the division are \$9,455 for maintenance of the building, \$16,115 for maintenance of several pieces of equipment, \$7,000 for replacement pumps, \$4,989 for an expandable plug, \$3,000 for replacement effluent gate, \$4,000 for lab equipment, \$3,000 for the Waueksha, and \$8,000 for hoses and drive cables. The capital in this division is for a roll up door.</p>					

PROGRAM DESCRIPTION

The Collection System Operators safely and efficiently operate and maintain and repair all wastewater collection and reclaim distribution mains and manholes. We strive to reduce or eliminate health hazards, system failures, customer complaints, and property damage throughout our wastewater collection system.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer service expectations.
RESULT: Routine and emergency service call response time has been minimized. Our crews have been trained to identify and resolve our customers' problem, defuse at times hostile situations and initiate and expedite the claim and cleanup process. Building our customers confidence in the Utilities Department and the City of Flagstaff.

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Reduce accidents and maintain high safety standards.
RESULT: Our safety program continues to communicate the importance of safety and loss control. Employees are routinely trained on a wide variety of safety practices and procedures, reducing major accidents within the division.

GOAL: PLANNING AND GROWTH

OBJECTIVES:

- ❖ Encourage the use of reclaimed water throughout the community.
RESULT: We continue to expand our reclaim distribution system, installing water mains, service connections and fire hydrants throughout our community. We increased reclaim water usage and decreasing potable water use year after year.

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVES:

- ❖ Continue developing a multi-skilled workforce through skill base pay.
RESULT: Skill base pay for the division was instituted. Skill blocks developed and training criteria initiated. The development of a crew rotation-training schedule has strengthened the teamwork within the division.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Sunnyside Phase II, III & IIIA, Huntington/ 4th St. Railroad Crossing Phase I and Miller Ave/ Mobile Haven Reclaim Capital Improvement Projects: Worked with public and private engineers, contractors and customers, coordinating a wide variety of projects involving cleaning, locating manholes, customer complaints and T.V. inspections for pre and post construction of our collection system.
- ❖ Collection System Root Control Project: The collection personal has researched demonstrated and put into service a wide variety of sewer root cutting and cleaning equipment. Using the most efficient work practices possible, ensuring our preventative maintenance program is safe and cost effective.
- ❖ Instituted Skill Base Pay: Skill base pay for the division was initiated, skill blocks developed and training criteria initiated. We also had 40% of the individuals successfully completed an Arizona Department of Environmental Quality Operator training, testing and certification program. Continuing our effort to develop a multi-skilled workforce.
- ❖ Water and Wastewater Atlas Updates: Updating of our water and wastewater atlas, with all of the new lines constructed in the past several years. Giving city staff the most up to date information, when planning, designing and dealing with scheduled and emergency repair projects.

FY 06 GOALS AND OBJECTIVES

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Exceed customer service expectations.

GOAL: FISCAL HEALTH

OBJECTIVES:

- ❖ Reduce accidents and maintain high safety standards.

GOAL: PLANNING AND GROWTH

OBJECTIVES:

- ❖ Encourage the use of reclaimed water throughout the community.

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVES:

- ❖ Continue developing a multi-skilled workforce through skill base pay.

UTILITIES

DIVISION 54

WASTEWATER COLLECTION

PERFORMANCE INDICATORS	CY03	CY04	CY05 EST.
Miles of sewer cleaned or rodded	190	168	190
Number of blockages (City responsibility)	45	50	45
Number of feet of sewer televised	119,201	121,349	120,000
O & M cost per service account	\$8.62	\$8.61	\$8.62

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 467,673	\$ 452,860	\$ 444,552	\$ 534,508	\$ 81,648
CONTRACTUAL	34,282	33,305	33,722	23,710	(9,595)
COMMODITIES	70,188	100,351	96,195	167,191	66,840
CAPITAL	-	255,000	252,133	423,050	168,050
TOTAL	\$ 572,143	\$ 841,516	\$ 826,602	\$ 1,148,459	\$ 306,943
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 161,871	\$ 182,482	\$ 184,304	\$ 190,296	\$ 7,814
SERVICE CONNECTIONS	16,611	16,441	13,642	13,102	(3,339)
PREVENTIVE MAINTENANCE	214,049	456,248	450,695	546,406	90,158
TV INSPECT & HYDRO-CLEAN	88,350	91,894	93,975	316,512	224,618
CORRECTIVE MAINTENANCE	78,721	81,308	73,072	69,782	(11,526)
RECLAIMED WATER LINE	12,541	13,143	10,914	12,361	(782)
TOTAL	\$ 572,143	\$ 841,516	\$ 826,602	\$ 1,148,459	\$ 306,943
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 1,148,459	
				\$ 1,148,459	

COMMENTARY:

The Wastewater Collection operating budget has increased 24% and capital expenditures total \$423,050 for a net increase of 36%. Personal Services increases are due to market, merit, and insurance increases and two additional Water Service Technicians. Contractuals decrease is due to prior year one-time expenditures. Increases in this division are for chemicals, two gas detectors, and expenses related to the new positions approved. One-time items are \$6,000 for the gas detectors. Major capital (>\$10,000) includes \$190,000 for a replacement hydro-vac vehicle and \$233,050 for a hydro-vac vehicle and equipment related to the new positions approved.

PROGRAM DESCRIPTION

This division provides monitoring, permitting, and reporting of industrial and commercial wastewater discharges into the City sewer system to assure compliance with Local, State and Federal mandated pre-treatment regulations and to prevent upset at the City's wastewater treatment plants. Other activities include administration of the City's cross-connection control program, wastewater monitoring, and seepage control.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ Prevent bypass of the Public Owned Treatment Works (POTW).
RESULT: No bypasses occurred during calendar year 2004 at the Wildcat Hill Plant or the Rio de Flag Plant.
- ❖ Prevent backflow of contaminants into potable water system.
RESULT: No backflow incidents occurred in Flagstaff during calendar year 2004.

GOAL: COLLABORATION

OBJECTIVES:

- ❖ Encourage pollution prevention for business and industries.
RESULT: Pollution prevention was discussed with 1237 businesses during calendar year 2004 during business inspections.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Provide service to our internal and external customers, beyond their expectation.
RESULT: No complaints were received from customers during calendar year 2004.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Black & Veatch did an evaluation on the discharge from Joy Cone Manufacturing and their rates. New rates will be going into effect during 2005 that will reflect the new mass loading criteria in their permit and eliminate surcharges.
- ❖ Joy Cone was issued a new discharge permit in 2004 as a result of the expiration of their compliance schedule agreement.

FY 06 GOALS AND OBJECTIVES

GOAL: PUBLIC SAFETY

OBJECTIVES:

- ❖ Prevent bypass of the Public Owned Treatment Works (POTW).

GOAL: COLLABORATION

OBJECTIVES:

- ❖ Encourage pollution prevention for business and industries.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Provide service to our internal and external customers, beyond their expectation.

PERFORMANCE INDICATORS	CY03	CY04	CY05 EST.
Number of businesses inspected for potential cross connection	1,200	1,237	1,300
Number of backflow device tests logged	1,462	1,561	1,600
Number of compliance samples analyzed	8,918	4,222	4,000
Number of pre-treatment business inspections	1,000	1,237	1,300
Percent of failed back flow tests	10%	10%	10%

UTILITIES

DIVISION 55

WASTEWATER MONITORING

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ 176,245	\$ 190,654	\$ 188,491	\$ 204,516	\$ 13,862
CONTRACTUAL	59,895	154,517	71,192	252,548	98,031
COMMODITIES	14,051	22,607	21,047	15,457	(7,150)
CAPITAL	-	10,000	10,000	-	(10,000)
TOTAL	\$ 250,191	\$ 377,778	\$ 290,730	\$ 472,521	\$ 94,743
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ 98,379	\$ 231,815	\$ 129,219	\$ 299,812	\$ 67,997
NPDES MONITORING	49,210	33,066	50,697	53,899	20,833
INDUSTRIAL WASTE MONITOR	73,565	82,357	80,168	86,037	3,680
HAZARDOUS WASTE	3,904	4,059	4,058	4,339	280
BACKFLOW X CONN. CONTROL	25,133	26,481	26,588	28,434	1,953
TOTAL	\$ 250,191	\$ 377,778	\$ 290,730	\$ 472,521	\$ 94,743
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 472,521	
				\$ 472,521	
COMMENTARY:					
<p>The Wastewater Monitoring operating budget has increased 28% and there are no capital expenditures resulting in an overall net increase of 25%. Personal Services increases are due to market, merits, retirement, and insurance. Contractuals increases are related to lab testing and the local limits study. Commodities decrease is due to prior year one-time expenditures. One-time expenditures for this division are \$150,000 for consulting fees related to local limits and \$29,000 for sampling for local limits.</p>					

PROGRAM DESCRIPTION

The Rio de Flag Water Reclamation Facility processes wastewater flow from the western half of the city and reclaims water for a variety of non-potable uses. Landscape irrigation is the principal use of reclaim water but water is also used for non-potable commercial and industrial uses. Excess reclaim water is released to the Rio de Flag wash for riparian enhancement. This semi-automated treatment facility uses advanced technology to produce non-potable water that is rated as Grade A+ by the state of Arizona. The program monitors product water quality as well as downstream water quality. Staff is also responsible for pumping the water into the citywide distribution system and maintaining the reclaim water storage facilities at Buffalo Park.

FY 05 GOALS, OBJECTIVES, AND RESULTS

GOAL: PLANNING FOR GROWTH

OBJECTIVES:

- ❖ Encourage the use of reclaim water.
RESULT: By encouraging the use of reclaim water for non-potable uses we offset the demands on our drinking water system. The Rio de Flag facility provided more reclaim water this past year than any year in our history. Demand for reclaim water was 42% higher than last year and three times what it was in 2001.
- ❖ Minimize treatment cost per unit of water treated.
RESULT: By developing a cost conscious staff the Rio facility has been able to maintain our cost per unit of water treated at previous levels despite higher costs for almost all major expenses.
- ❖ Develop an ongoing performance improvement program.
RESULT: By developing an ongoing performance improvement program we are continually looking to enhance performance and minimize costs in a responsible manner.

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVES:

- ❖ Continue to develop a multi-skilled workforce.

RESULT: The Rio staff continues to enhance their current skills and develop new skills through training and work experience.

- ❖ Continue to foster a safe and healthy work environment.

RESULT: A safe and healthy work environment is essential to an efficient operation. The Rio de Flag facility continues to excel in this area as is clearly demonstrated in our exceptional safety record.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Continue commitment of 100% customers' satisfaction.

RESULT: Rio staff has made great effort to provide exceptional customer service to both internal and external customers.

FY 05 ADDITIONAL ACCOMPLISHMENTS

- ❖ Buffalo Park storage tank internal cleaning and inspection was completed this year.
- ❖ SCADA and other automation enhancements made this year will reduce overtime expenditures and improve operational reliability.

FY 06 GOALS AND OBJECTIVES

GOAL: PLANNING FOR GROWTH

OBJECTIVES:

- ❖ Encourage the use of reclaim water.
- ❖ Minimize treatment cost per unit of water treated.
- ❖ Develop an ongoing performance improvement program.

GOAL: ORGANIZATIONAL SUPPORT

OBJECTIVES:

- ❖ Continue to develop a multi-skilled workforce.
- ❖ Continue to foster a safe and healthy work environment.

GOAL: CUSTOMER SERVICE

OBJECTIVES:

- ❖ Continue commitment of 100% customers' satisfaction.

PERFORMANCE INDICATORS	CY03	CY04	CY05 EST.
Gallons of wastewater treated (millions)	730.0	725.1	730.0
Gallons of reclaim water produced (millions)	697.4	692.7	700.0
Gallons of reclaim water reused (millions)	214.6	305.0	325.0
Cost to produce 1,000 gallons reclaim water	n/a	n/a	\$1.05

UTILITIES

DIVISION 56

RIO DE FLAG RECLAIM PLANT

EXPENDITURES BY CATEGORY:					
	Actual Expenditures 2003-2004	Adopted Budget 2004-2005	Estimated Expenditures 2004-2005	Proposed Budget 2005-2006	Budget-Budget Variance
PERSONAL SERVICES	\$ -	\$ 237,221	\$ 250,526	\$ 276,083	\$ 38,862
CONTRACTUAL	-	499,491	481,065	535,526	36,035
COMMODITIES	-	86,600	74,284	118,450	31,850
CAPITAL	-	-	-	-	-
TOTAL	\$ -	\$ 823,312	\$ 805,875	\$ 930,059	\$ 106,747
EXPENDITURES BY PROGRAM:					
GENERAL ADMINISTRATION	\$ -	\$ 42,781	\$ 25,004	\$ 54,782	\$ 12,001
PLANT OPERATIONS	-	435,844	462,240	471,871	36,027
PLANT MAINTENANCE	-	145,962	116,314	164,861	18,899
LAB-PROCESS CONTROL-MONTR	-	81,384	84,976	128,645	47,261
RECLAIMED CONNECTIONS	-	117,341	117,341	109,900	(7,441)
TOTAL	\$ -	\$ 823,312	\$ 805,875	\$ 930,059	\$ 106,747
SOURCE OF FUNDING:					
WATER AND WASTEWATER FUND				\$ 930,059	
				\$ 930,059	
COMMENTARY:					
<p>The Rio de Flag Treatment Plant operating budget increased by 13% and there are no capital expenditures. Personal Services increases is due to market, merit, retirement, insurance, and overtime. Contractuals increases are due to power, maintenance, postage, and services related to the AZPDES permit. Commodities increases are due to vehicle parts, chemicals, equipment, building materials, and safety supplies. One-time expenditures for this division are \$1,500 for vehicle repairs, \$16,000 for process blowers, \$7,500 for refinishing and painting the building, \$1,600 for influent pump repairs, \$9,500 for influent pump overhaul, and \$13,800 for a samplers.</p>					