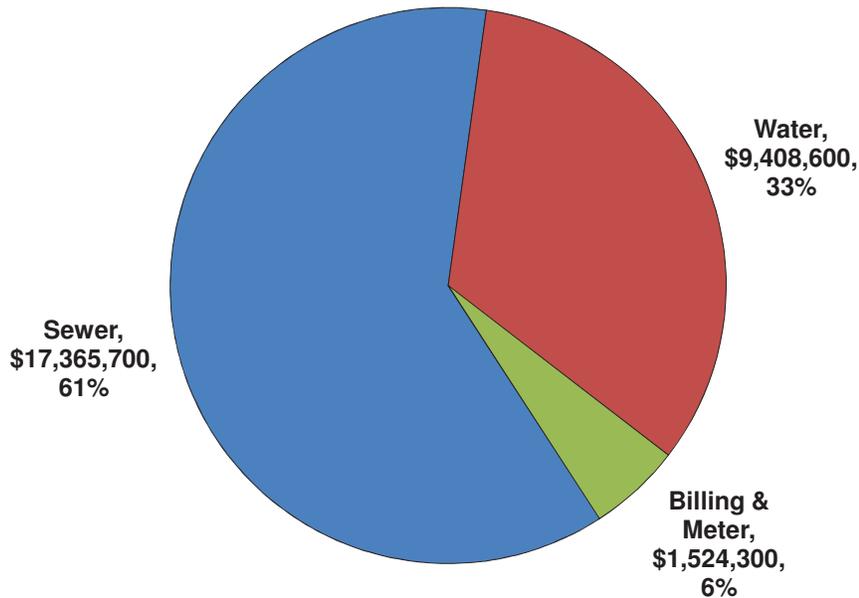


FISCAL YEAR 2015
Water & Sewer Fund Summary
Total Proposed Budget: \$28,298,600



	FY2014 Budget	FY2015 Request	Variance	Percent Change
Baseline Revenues	\$26,263,600	\$26,667,400	\$403,800	2%
Baseline Expenditures	\$26,263,600	\$28,037,700	\$1,774,100	7%
Surplus/(Deficit)	\$0	(\$1,370,300)	(\$1,370,300)	
New Requests		\$260,900	\$260,900	
Total Surplus/(Deficit)		(\$1,631,200)	(\$1,631,200)	

Reasons for the FY15 Proposed Deficit:

Increase in debt service for bonds issued for major capital project costs.	\$483,300
GIS Spatial, Infor (software for asset management) and minor SCADA upgrades.	457,700
Increases to maintain operations.	185,200
Increase in chemical cost.	148,000
I & I minor repairs and Interceptor clearing.	125,000
Equipment needed for various repairs and replacements.	86,900
Testing cost increase.	75,000
Increase in sludge disposal processing.	59,500
Generator at Ryans Woods.	45,000
Decrease in operating revenues due to lower water consumption.	41,600
Sand filter project.	40,000
Funds for a rate study. (per Internal Audit recommendation)	25,000
Total	\$1,772,200

Offsetting the Proposed Deficit:

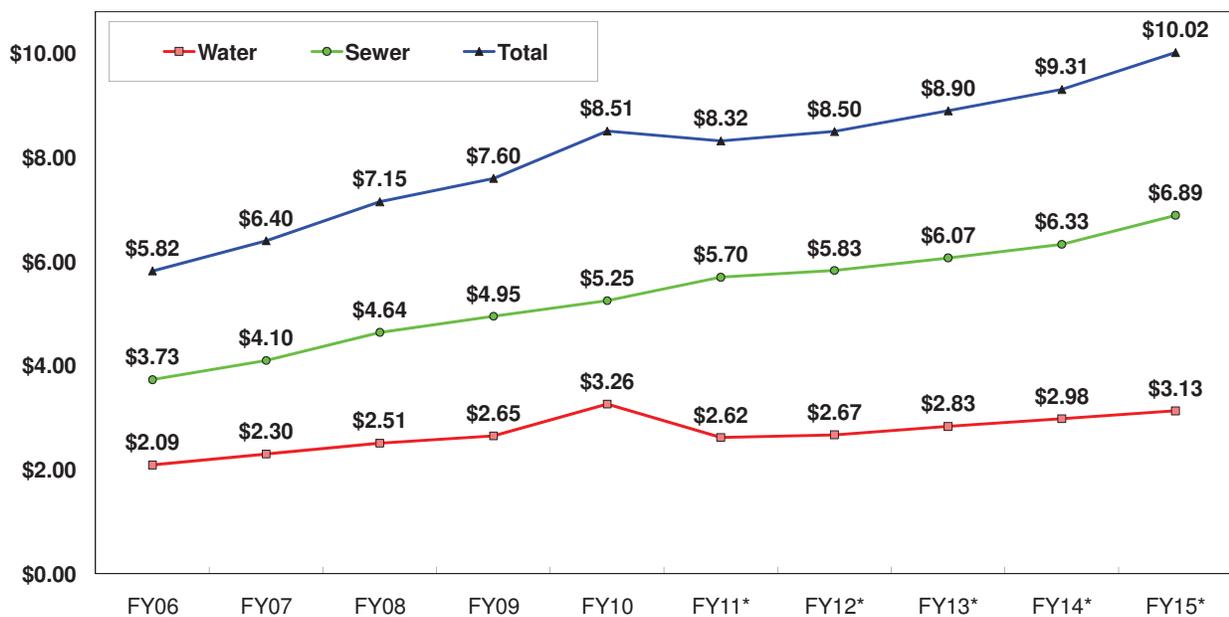
Net change to other operating line items.	(57,700)
Net change due to one-time FY2014 equipment costs.	(83,300)
Total	(\$141,000)

Grand Total **\$1,631,200**

To balance the budget a rate increase is required.

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Rate Increase</u>	<u>% Inc.</u>
Water User Fee Rate				
Single Family Residential: 0 - 18,000 gallons	\$2.98	\$3.13	\$0.15	5.0%
Single Family Residential: 18,001 - 24,000 gallons	\$5.96	\$6.26	\$0.30	5.0%
Single Family Residential: Over 24,000 gallons	\$8.94	\$9.39	\$0.45	5.0%
Multi-Family/Commercial: based on metered usage	\$3.78	\$3.96	\$0.18	4.7%
Sewer User Fee Rate				
Single Family Residential: capped at 24,000 gallons	\$6.33	\$6.89	\$0.56	8.8%
Multi-Family/Commercial: based on metered usage	\$6.33	\$6.89	\$0.56	8.8%
Customer Account Fee				
Customer Account Charge	\$9.42	\$9.87	\$0.45	4.8%
Blended User Fee for average user	\$9.31	\$10.02	\$0.71	7.6%

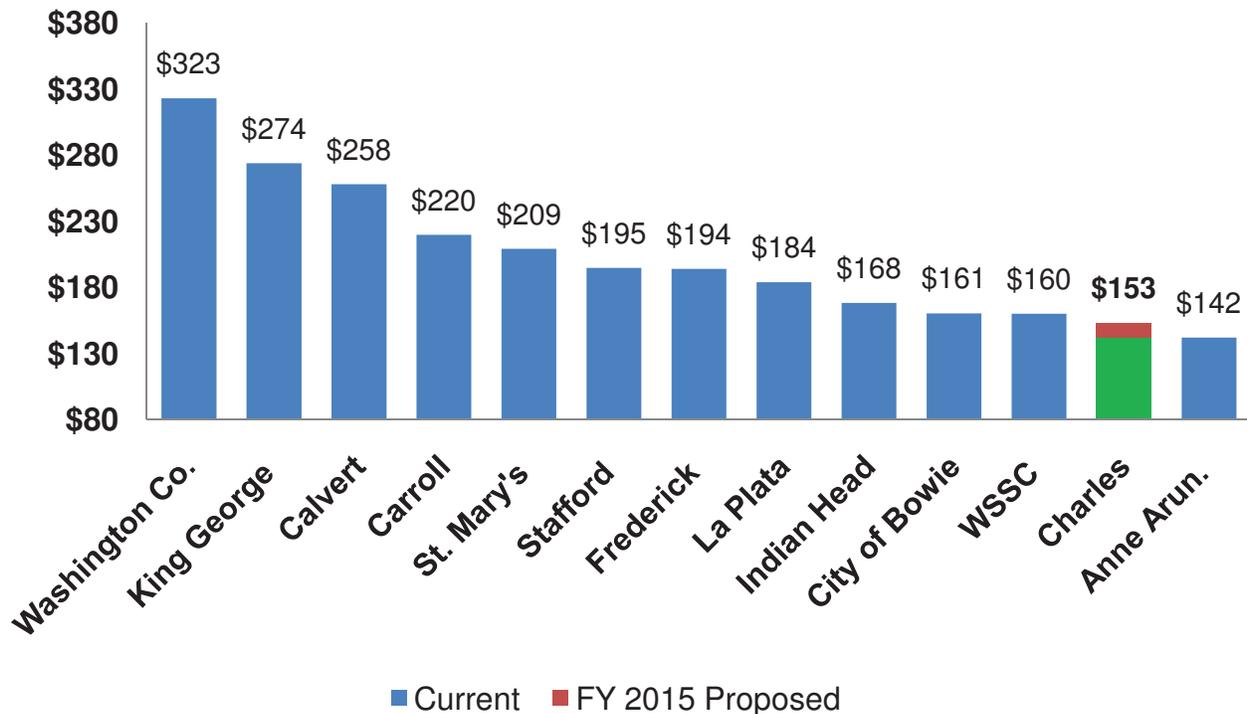
Residential User Fee Rate 10- Year History



*For FY 2011, the user fee rate structure was adjusted to a tiered method. Based on the tiered method, customers consuming more than 18,000 will be charged a higher rate on the excess usage. The FY 15 budget assumes the tiered rate methodology continues.

WATER AND SEWER USER CHARGES

Average Residential Quarterly Bill
(based on 14,310 gallons)



NOTES:

The Average Residential User bill is currently \$142.65 a quarter.

Current rates as of January 2014.

Number of Customers Served

WSSC	446,000
Anne Arundel	128,000
Stafford	32,100
Charles	30,600
Frederick	29,700
St. Mary's	15,000
Carroll	10,600
Washington Co.	8,500
City of Bowie	7,900
Calvert	5,000
King George	3,900
La Plata	3,300
Indian Head	1,400

FY15 Water & Sewer Fund Summary

	FY2014 Budget	FY2015 Request	Change from Budget in: \$	%
SEWER OPERATION				
Revenues	\$15,748,600	\$16,213,300	\$464,700	3.0%
Expenditures	15,748,600	17,365,700	1,617,100	10.3%
Surplus/(Deficit)	\$0	(\$1,152,400)	(\$1,152,400)	

Proposed Rate Adjustment:	\$0.56
Increase over existing rate:	9%

Justification for Sewer Rate Increase (effect on rate)

<u>BASELINE BUDGETS:</u>			
DPW	1	Utilize fund balance for capital maintenance reserves.	(\$500,000) -\$0.24
DPW	2	Increase in Other Revenues	(82,600) -0.04
DPW	3	Decrease in one time FY 2014 costs	(77,300) -0.04
DPW	4	Decrease in Panda Expenses, General Repairs & Maintenance (Sewer), and Telephone for Mattawoman	(20,500) -0.01
DPW	5	Establish capital maintenance reserve account in the amount of \$500,000.	217,500 0.11
DPW	6	Increase in Debt Service	244,200 0.12
DPW	7	GIS Spatial, Info, SCADA minor upgrades, maintenance, upkeep, Technical Review Services for scale refurbishment at Mattawoman, Local Limits Evaluation and other smaller projects.	301,300 0.15
DPW	8	Increase in Chemicals.	148,000 0.07
DPW	9	I & I minor repairs, Interceptor clearing, replace air release valves, sewer main cleaning and to replace numerous valves at Swan Point vacuum system.	125,000 0.06
DPW	10	Repair/replace generator at Ryan's Wood and to complete the sand filter project.	85,000 0.04
DPW	11	Increase in Testing cost.	75,000 0.04
DPW/PGM	12	Increase in Health & Dental and other Fringe cost.	50,500 0.02
DPW	13	Equipment for repair/replace UV system components, CL17 equipment, confined space equipment, and CL2 regulations.	59,000 0.03
DPW	14	Increase in Sludge Disposal Processing.	55,900 0.03
DPW	15	Increase in Insurance cost.	53,000 0.03
DPW	16	Increase in Equipment Repairs & Maintenance (Mattawoman).	33,000 0.02
DPW	17	Duct bank wiring work and facility transformer work.	18,000 0.01

FY15 Water & Sewer Fund Summary

			FY2014 Budget	FY2015 Request	Change from Budget in: \$ %
DPW	18	Indirect cost are increasing by 5%.	15,300	0.01	
DPW	19	To provide funds for a rate study.	12,500	0.01	
DPW	20	Increase for Capital Projects feasibility studies (FY14 MWWTP Biosolids and FY15 Cobb Island)	11,300	0.01	
DPW	21	Training for three staff in NICET Project Inspection, MS Project Management, and GIS Training.	10,000	0.005	
DPW	22	Increase in Vehicle Repairs & Maintenance to allow for GPS and AIM2 installations and due to activity.	8,800	0.004	
DPW	23	Grass cutting cost are increasing.	5,700	0.003	
DPW	24	Office Supplies are increasing by due increased toner cartridge prices.	2,700	0.001	
DPW	25	Safety Supplies are increasing due to the number of rain coats, rain pants, goggles, protective gloves needed for staff to work in inclement weather.	2,700	0.001	
DPW	26	Decrease in User Fee Revenues due to lower consumption	117,900	0.06	
DPW/PGM	27	Miscellaneous adjustments in other Sewer Expenditures	11,800	0.01	
			\$983,700	\$0.48	

FY15 Water & Sewer Fund Summary

		FY2014 Budget	FY2015 Request	Change from Budget in: \$ %	
SEWER OPERATION (cont.)					
NEW REQUESTS:					
DPW	1	One - "Vaccon" Combination (vacuum & jet rodder) Sewer Cleaning Machine	\$36,500	\$0.018	Capital Lease valued @ \$350,000
DPW	2	Operator Trainee (70% Sewer, 30% Water)	30,600	0.015	Continuing cost
DPW	3	Indirect cost for Accounting Technician Position. (Sewer and Mattawoman)	23,100	0.011	Continuing cost
PGM	4	Engineer III	23,300	0.011	Continuing cost
DPW	5	Remote conference software for drawings revisions (Sewer & Mattawoman)	17,000	0.008	One time cost
DPW	6	(6) Monitors, (1) Tablets/Laptops for project managers, (1) Vehicle laptop/tablet mounts, (1) Tablet computer and accessories for field use, (1) Laptop for SCADA (50% Sewer, 50% Water)	9,700	0.005	Continuing cost
DPW	8	Heavy Duty Crane Truck (South Region), (50% Sewer, 50% Water)	5,800	0.003	Capital Lease valued @ \$110,000
DPW	9	Heavy Duty Crane Truck (North Region), (50% Sewer, 50% Water)	5,700	0.003	Capital Lease valued @ \$110,000
DPW	10	3/4 ton Pickup Truck with Utility Body	4,700	0.002	Capital Lease valued @ \$45,000
DPW	11	One - Trailer-mounted Excavating Vacctor, (50% Sewer, 50% Water)	4,400	0.002	Capital Lease valued @ \$85,000
DPW	12	1/2 ton Pickup Truck with lift gate.	4,000	0.002	Capital Lease valued @ \$38,000
DPW	13	Smart phones for 4 project managers (Sewer & Mattawoman)	2,400	0.001	Continuing cost
DPW	15	Two - Asphalt Breakers, (50% Sewer, 50% Water)	1,000	0.000	Capital Lease valued @ \$10,000
DPW	16	One - 7 ton trailer, (50% Sewer, 50% Water)	500	0.000	Capital Lease valued @ \$8,000
			\$168,700	0.08	
			\$1,152,400	\$0.56	
			current rate	\$6.33	
			proposed rate	\$6.89	
			% rate increase	9%	

FY15 Water & Sewer Fund Summary

	FY2014 Budget	FY2015 Request	Change from Budget in: \$	%
WATER OPERATION				
Revenues	\$9,072,000	\$8,986,100	(\$85,900)	-0.9%
Expenditures	9,072,000	9,408,600	336,600	3.7%
Surplus/(Deficit)	\$0	(\$422,500)	(\$422,500)	

Proposed Rate Adjustment:	\$0.15
(Residential less than 18,000 gallons)	
Increase over existing rate:	5%

Justification for Water Rate Increase (effect on rate)

		<u>BASELINE BUDGETS:</u>		
DPW	1	Decrease in water purchase to estimated actual.	(\$500,000)	-\$0.19
DPW	2	Decrease due to one time FY2014 operating costs.	(42,200)	-0.02
DPW	3	Decrease in General Repairs & Maintenance	(10,000)	0.00
DPW	4	Increase in Other Revenues	(17,700)	-0.01
DPW	5	Establish capital maintenance reserve account in the amount of \$500,000.	200,000	0.08
DPW	6	Increase in Debt Service	239,100	0.09
DPW	7	GIS Spatial, Infor, SCADA modification, minor upgrades and adjustments, Technical Review Services, Hydro Design Annual Test Notices, Dual Check Valve Replacement Project and 14+ other smaller projects.	156,300	0.06
DPW	8	Decrease in User Fee Revenues due to lower consumption	103,600	0.04
DPW/PGM	9	Increase in Salaries and Fringe.	77,600	0.03
DPW	10	Work to repair Mt. Carmel Well #4, Mariellen Well piping and Swan Point Well Controls.	28,000	0.01
DPW	11	Increase for the Water Model Update and Waldorf/Chapel Point Water System.	26,000	0.01
DPW	12	CL17 equipment for water and Tommy Lift Gates.	18,400	0.01
DPW/PGM	13	Increase in other Water Expenditures	14,200	0.01
DPW	14	To provide funds for a rate study.	12,500	0.005
DPW	15	Increase in Chemicals	10,000	0.004
DPW	16	Hydrant meter repairs will increase as the number of meters in use will increase significantly in FY15.	8,000	0.003
DPW	17	Increase in Indirect Cost of 5%.	6,500	0.002
			\$330,300	\$0.12

FY15 Water & Sewer Fund Summary

		FY2014 Budget	FY2015 Request	Change from Budget in: \$ %	
WATER OPERATION (cont.)					
<u>NEW REQUESTS:</u>					
PGM	1	Engineer III	\$23,300	\$0.009	Continuing cost
DPW	2	Operator Trainee, (70% Sewer, 30% Water)	13,100	0.005	Continuing cost
DPW	3	Indirect cost for Accounting Technician Position.	9,800	0.004	Continuing cost
DPW	4	(6) Monitors, (1) Tablets/Laptops for project managers, (1) Vehicle laptop/tablet mounts, (1) Tablet computer and accessories for field use, (1) Laptop for SCADA, (50% Sewer, 50% Water)	9,600	0.004	Continuing cost
DPW	5	Two temp employees to assist with hydrant flushing (Contract Services)	9,600	0.004	Continuing cost
DPW	6	Remote conference software for drawings revisions	8,500	0.003	One time cost
DPW	7	Heavy Duty Crane Truck (North Region), (50% Sewer, 50% Water)	5,800	0.002	Capital Lease valued @ \$110,000
DPW	8	Heavy Duty Crane Truck (South Region), (50% Sewer, 50% Water)	5,700	0.002	Capital Lease valued @ \$110,000
DPW	9	One - Trailer-mounted Excavating Vacctor, (50% Sewer, 50% Water)	4,500	0.002	Capital Lease valued @ \$85,000
DPW	10	Two - Asphalt Breakers, (50% Sewer, 50% Water)	1,100	0.000	Capital Lease valued @ \$20,000
DPW	11	Smart phones for 2 project managers	800	0.000	Continuing cost
DPW	12	One - 7 ton trailer, (50% Sewer, 50% Water)	400	0.000	Capital Lease valued @ \$8,000
			\$92,200	\$0.03	
			\$422,500	\$0.15	
			Current rate	\$2.98	
			proposed rate	\$3.13	
			% rate increase	5%	

FY15 Water & Sewer Fund Summary

	FY2014 Budget	FY2015 Request	Change from Budget in: \$	%
BILLING & METER OPERATION				
Revenues	\$1,443,000	\$1,468,000	\$25,000	1.7%
Expenditures	1,443,000	1,524,300	81,300	5.6%
Surplus/(Deficit)	\$0	(\$56,300)	(\$56,300)	

Proposed Rate Adjustment:	\$0.45
Current Fee per Bill:	\$9.42
Proposed Fee per Bill:	\$9.87
Increase over existing rate:	4.8%

BILLING RATE INCREASE:

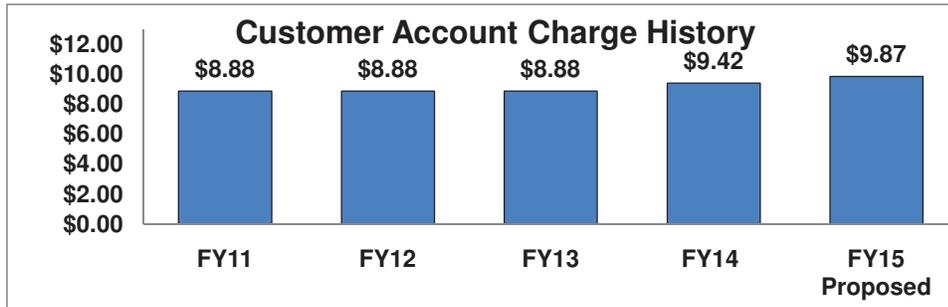
(effect on rate)

BASELINE BUDGETS:

1	Increase in Revenues over FY 14	(\$25,000)	-\$0.20
2	Miscellaneous adjustments to other expenditure accounts.	(200)	0.00
3	Meter Change-out Program - year two (full year impact)	36,600	0.29
4	Meter Change-out Program - year three (under review, request)	20,900	0.17
5	Increases in Health & Dental	12,600	0.10
6	Full year impact of FY 2014 merit	11,400	0.09
		\$56,300	0.45

Capital Lease valued at \$200,000

current rate	\$9.42
proposed rate	\$9.87
% rate increase	4.8%



FY15 Water & Sewer Fund Summary

	FY2014 Budget	FY2015 Request	Change from Budget in: \$	%
SEWER				
<u>Revenues</u>				
User Charges	\$13,173,100	\$13,055,200	(\$117,900)	-0.9%
Front Foot Assessment	438,000	437,400	(600)	-0.1%
WSSC cost share	865,900	914,400	48,500	5.6%
Penalties	502,000	535,000	33,000	6.6%
Panda Operating	120,000	140,000	20,000	16.7%
Septage Hauler	205,000	225,000	20,000	9.8%
Pretreatment Permits	67,700	68,700	1,000	1.5%
PANDA (reimbursement)	60,000	50,000	(10,000)	-16.7%
Potomac Heights	59,900	59,900	0	0.0%
Miscellaneous	70,800	32,500	(38,300)	-54.1%
Indirect Cost	180,700	189,700	9,000	5.0%
Holding Tank Program	5,500	5,500	0	0.0%
Total Operating	\$15,748,600	\$15,713,300	(\$35,300)	-0.2%
Fund Balance Approp.	0	500,000	500,000	NEW
Total Revenues	\$15,748,600	\$16,213,300	\$464,700	3.0%
<u>Expenditures</u>				
Personal Services	4,762,450	4,765,300	2,850	0.1%
Fringe Benefits	1,656,450	1,706,300	49,850	3.0%
Operating Costs	6,892,900	7,762,900	870,000	12.6%
Debt Service	1,984,300	2,228,500	244,200	12.3%
Capital Outlay/Maint.	312,500	585,000	272,500	87.2%
Capital Projects	140,000	149,000	9,000	6.4%
Total Expenditures	\$15,748,600	\$17,197,000	\$1,448,400	9.2%
New Requests		168,700		
Surplus/(Deficit)	\$0	(\$1,152,400)		

FY15 Water & Sewer Fund Summary

	FY2014 Budget	FY2015 Request	Change from Budget in: \$	%
WATER				
<u>Revenues</u>				
User Charges	\$8,491,800	\$8,388,200	(\$103,600)	-1.2%
Front Foot Assessment	21,900	21,900	0	0.0%
Panda Operating	120,000	140,000	20,000	16.7%
Hydrant Service Charges	93,000	93,000	0	0.0%
Cross-Connection Backflow Prevention	62,000	66,000	4,000	6.5%
Tower Rental	260,000	270,000	10,000	3.8%
Other	23,300	7,000	(16,300)	-70.0%
Total Revenues	\$9,072,000	\$8,986,100	(\$85,900)	-0.9%
<u>Expenditures</u>				
Personal Services	\$2,481,350	\$2,515,500	\$34,150	1.4%
Fringe Benefits	871,550	915,600	44,050	5.1%
Operating Costs	3,852,200	3,552,900	(299,300)	-7.8%
Debt Service	1,488,600	1,727,700	239,100	16.1%
Capital Outlay/Maint.	300,000	500,000	200,000	66.7%
Capital Projects	78,300	104,700	26,400	33.7%
Total Expenditures	\$9,072,000	\$9,316,400	\$244,400	2.7%
New Requests		92,200		
Surplus/(Deficit)	\$0	(\$422,500)		

FY15 Water & Sewer Fund Summary

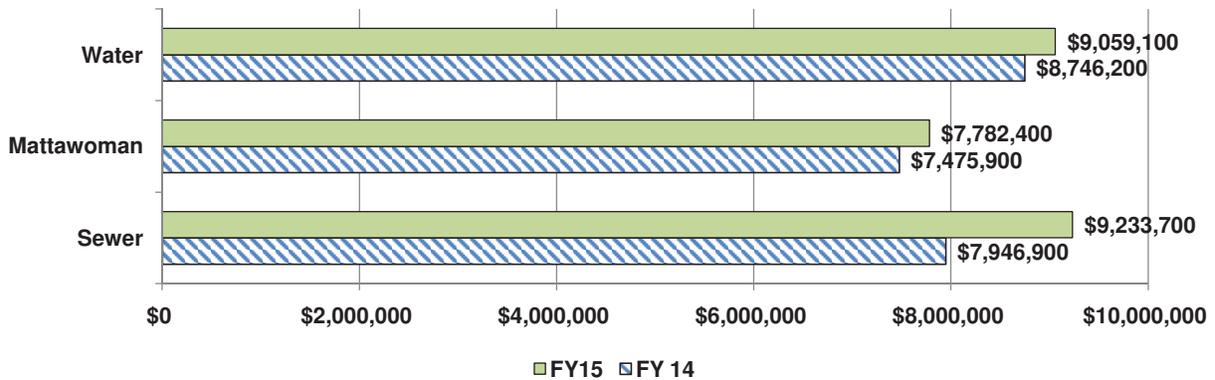
	FY2014 Budget	FY2015 Request	Change from Budget in: \$	%
BILLING				
<u>Revenues</u>				
Customer Account Fee	\$1,156,000	\$1,178,000	\$22,000	1.9%
Reconnection Fees	230,000	230,000	0	0.0%
Account Set Up Fee	42,000	45,000	3,000	7.1%
Other	15,000	15,000	0	0.0%
Total Revenues	\$1,443,000	\$1,468,000	\$25,000	1.7%
<u>Expenditures</u>				
Personal Services	\$731,700	\$743,100	\$11,400	1.6%
Fringe Benefits	234,000	246,600	12,600	5.4%
Operating Costs	192,500	192,300	(200)	-0.1%
Debt Service	284,800	342,300	57,500	20.2%
Total Expenditures	\$1,443,000	\$1,524,300	\$81,300	5.6%
Surplus/(Deficit)	\$0	(\$56,300)		

Water & Sewer

Department: Public Works - Utilities 30.25
Division \ Program: Sewer, Mattawoman, Water Summary Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$6,355,253	\$6,755,900	\$6,792,200	\$0	\$36,300	0.5%
Fringe Benefits	2,164,780	2,373,900	2,467,200	0	93,300	3.9%
Operating Costs	9,109,948	10,735,500	11,306,600	0	571,100	5.3%
Debt Service	3,182,500	3,472,900	3,956,200	0	483,300	13.9%
Capital Outlay	15,708	612,500	1,085,000	0	472,500	77.1%
Capital Projects	146,838	218,300	253,700	0	35,400	16.2%
Total Baseline	\$20,975,027	\$24,169,000	\$25,860,900	\$0	\$1,691,900	7.0%
New Requests			214,300		214,300	NEW
Total Expenditures	\$20,975,027	\$24,169,000	\$26,075,200	\$0	\$1,906,200	7.9%

Expenditure Summary



Staffing History



Positions by Program:

	FY10	FY11	FY12	FY13	FY14	FY15
Sewer	44.4	42.5	43.4	43.7	43.7	43.7
Mattawoman	39.2	36.9	35.1	34.0	34.0	34.0
Water	35.3	36.4	36.8	37.6	37.6	37.6
Total Full Time Equivalent	118.9	115.8	115.3	115.3	115.3	115.3
					New Positions:	1.0
						116.3

Water & Sewer

Department: Public Works - Utilities 30.25.71
Division \ Program: Satellite Sewer Systems Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$2,376,561	\$2,545,200	\$2,564,900		\$19,700	0.8%
Fringe Benefits	839,070	924,500	967,600		43,100	4.7%
Operating Costs	1,867,068	2,180,000	2,668,300		488,300	22.4%
Debt Service	1,809,515	1,968,200	2,215,400		247,200	12.6%
Capital Outlay	15,708	189,000	545,000		356,000	188.4%
Capital Projects	123,306	140,000	149,000		9,000	6.4%
Total Baseline	\$7,031,228	\$7,946,900	\$9,110,200	\$0	\$1,163,300	14.6%
New Requests (see attached)			123,500		123,500	NEW
Total Expenditures	\$7,031,228	\$7,946,900	\$9,233,700	\$0	\$1,286,800	16.2%

Baseline Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014 and includes changing an Electrician I position to an Instrumentation Technician position.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- The **Operating Costs** budget increase is due to the following reasons:
 - Increase Chemicals of \$98,000 to control odor and bacteria in wastewater through the use of Bioxide and Chemsearch.
 - Included are funds for a rate study, \$12,500.
 - Equipment increase is for gas monitors, new E-1 pumps, equipment for repairing/replacing UV system components, CL17 equipment, confined space equipment, and CL2 regulations due to deferred repair. Increase of \$21,200.
 - A \$275,400 increase in Contract Services is for generator preventative maintenance (PM) work at \$16,300 per year and Human Machine Interface (HMI) modifications and corrections at Swan Point. Also included are minor I & I repairs, interceptor clearing, replacement of air release valves, sewer main cleaning to increase by \$50,000 to \$250,000, and \$75,000 to replace numerous valves at the Swan Point Vacuum System due to deferred maintenance on these systems. The remaining is for GIS Spatial, Infor, SCADA, upkeep, maintenance and minor upgrades, Technical Review Services, and 10+ other smaller projects.
 - Insurance is increasing by \$40,000 based on actuals.
 - Adjustments in various other account netting an increase of \$41,200.
- The increase in **Debt Service** is to fund the 2014 bond issue, and the 2014 capital lease.
- The **Capital Outlay** budget of \$545,000 is for a capital maintenance project to repair and/or replace generators at Ryan's Woods due to having been deferred over time and for establishing a maintenance program.
- **Capital Projects** budget is for the Sewer Model Update and Cobb Island Sewer Capacity/Feasibility Study.

Description:

The Sewer Division of the Department of Public Works - Utilities exists to operate and maintain all County owned sewer lines, pump stations and treatment plants in an effort to ensure a healthy environment for Charles County residents. Included are 58 pump stations, six wastewater treatment plants, and hundreds of miles of sewer lines throughout the County. Facilities are monitored by staff daily everyday of the year, with radio telemetry alarm units and an emergency communication system providing for around the clock responses as needed.

The Sewer Division also includes the holding tank program (administered by the Department of Community Services) which provides for the pumping of 16 holding tanks for those who qualify, and the Sewer Division pumps these tanks on a regular basis. As is the case with the remainder of the Department, the program goal is to comply with all Federal, State, and County laws and regulations on a consistent basis and to meet or exceed all permit conditions.

Water & Sewer

Department:	Public Works - Utilities	30.25.71
Division \ Program:	Satellite Sewer Systems	Fund: Enterprise
Program Administrator:	Bill Shreve, Director of Public Works	

<u>Positions:</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Total Full Time Equivalent	44.4	42.5	43.4	43.7	43.7	43.7

Public Works - Utilities positions are split between Satellite Sewer Operations, Mattawoman Treatment Plant, and Water Operations. The FTE listed on this page represents an allocation to the Satellite Sewer Systems. A full listing of Public Works - Utilities positions is located on page 193.

<u>Objectives & Measurements:</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To comply with permit conditions.</i>					
Gallons treated per day at satellite plants	313,126	341,727	200,943	355,000	355,000
Efficiency rate for Treatment Plants (Compliance)	87.88%	97.16%	94.51%	99.00%	99.00%

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Sewer - Equip					
Maintenance (North) 30.25.71.05.140.0503.000					
For North Region, Heavy Duty Crane Truck. (Total Cost: \$110,000, split with 30.25.76.05.140)	This Vehicle must be heavy duty and capable of lifting and pulling heavy equipment out of pumping stations, underground vaults and wells. The Northern section has only one vehicle of this type. Should that one go down for any reason it may take hours to get one from another section and we may not be able to prevent a Sanitary Overflow and harm to the environment.	55,000			5,700
Sewer - Equip					
Maintenance (South) 30.25.71.05.145.0503.000					
For South Region new Heavy Duty Crane truck. (Total Cost: \$110,000, Split with 30.25.76.05.145)	Need second Crane truck for the South Region. Very often pumps need to be lifted at step stations.	55,000			5,800

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Sewer - Line Maintenance					
	30.25.71.53.0503.000				
One - Trailer-mounted Excavating Vacctor (Total Cost: \$85,000, split with 30.25.76.53)	<p>This equipment is needed for digging around electric and communication lines to locate and make repairs on water and sewer facilities, especially for the service lines, cleanouts, and curb stops. Note that the Miss Utility law was changed in October of 2010 and it is now a legal requirement to expose all underground utilities by hand or with this type of non-mechanical, vacuum excavator within 18 inches of all utilities.</p> <p>This trailer-mounted excavating equipment meets that Miss Utility law requirement and it will relieve us from having to use the sewer cleaning machine to vacuum out holes to find and repair W&S lines, which will enable the Vaccon to be used for what it was intended and needed: to clean sewer lines and pump stations. Currently, the Vaccon is used quite extensively, and increasingly, to assist the digging crews to vacuum holes. 3,000 psi excavating system - hydraulic drive 2.5 yard body, 200 gallons of water, 80HP Diesel, extendable boom and tandem axle.</p>	42,500			4,400
One - "Vaccon" Combination Sewer Cleaning Machine (vacuum & jet rodder)	<p>This equipment is needed for cleaning main sewer line "hot spots" and especially for cleaning sewage pumping station wet wells, which the entire industry is finding to be increasingly fouled by so-called "flushable wipes," which are not bio-degradeable and regularly clogging pumps. This is a new cleaning machine to enable us to better attack the pump clogging problems associated with "flushable wipes."</p>	350,000			36,500
One - 7 ton trailer (Total Cost: \$8,000, split with 30.25.76.53)	<p>This is a new trailer for carrying the Posi-Track to and from job sites. Note that, if the replacement Posi-Track is not approved for FY15, then this trailer would not be needed.</p>	4,000			500

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Two - Asphalt Breakers (Total Cost: \$20,000, split with 30.25.76.53)	Asphalt breakers with attachments and hoses to attach to U132 35D Excavator and U32 35D Excavator for cutting asphalt on water & sewer main breaks/repairs. Because these breakers attach to existing equipment, they will cut down on the need to pull more equipment to the job sites. These breakers eliminate the need to replace U75, a 1995 pull-behind air compressor and allows two crews to work different repairs at the same time.	10,000			1,000
One - 3/4 ton Pickup Truck with Utility Body	This vehicle is needed by the sewer cleaning crew pulling the sewer "easement" cleaning machine to job sites and for carrying the tools to the job sites.	45,000			4,700
One - 1/2 ton Pickup Truck with lift gate.	This vehicle is needed, with a lift gate, to carry the tools for cleaning the septic tanks on the Cobb Island Sewer System. Note: approximately 140 tanks are being located, excavated as needed, and cleaned each year.	38,000			4,000

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Sewer - Support Services					
	30.25.71.97.0503.000				
(6) Monitors for multi applications in review of plans, tech support laptops, SCADA laptop. (Split with 30.25.76.97.)	The Technical Support Group of Utilities needs to be able to compare and contrast plans simutaenously, for changes and/or impacts. This requires mutiple monitors being up and running at the same time, with two different sets of plans viewable.	9,700		9,700	
(6) Monitors \$6,900 (1) Tablets/Laptops for project managers \$1,900 ea, (1)Vehicle laptop/tablet mounts \$5,000 ea, (1) Tablet computer and accessories for field use \$3,000, (1) Laptop for SCADA \$2,500	Additional monitors including stands and video cards for staff PCs (6) to provide dual monitor capability for reviewing drawings using multiple applications. Tablets/laptops for project managers' use in the field and at off-site meetings for project coordination and collaboration. Vehicle laptop/tablet mounts. Tablet computer and accessories for field use. A tablet computer is very portable and would be carried to the inspection site to perform real-time inspections and produce reports and permit system updates/approvals. The tablet should include wireless network and VPN capability to facilitate contemporaneous updating of the County's Building Permit tracking system. Laptop for SCADA Group's use, which is needed in troubleshooting and programming instruments and PLC's. Currently the SCADA Group does not have this capability but has to use the "Spare" laptop that was supposed have been available as a back-up for the Regions' computer to maintain continuity of service for Operations.				
Indirect Cost Allocation	Indirect Allocation for new Accounting Technician Position.	10,900	10,900	0	
Smart phones for 2 project managers	As the projects managers are out in the field with various projects, they need to be able to access GIS, answer emails, receive and make calls as necessary.	1,200	1,200	0	
Remote conference software for drawings revisions	To utilize the white board for collarobation in a remote capacity during a virtual conference/meeting	8,500		8,500	
Total Sewer		629,800	12,100	18,200	62,600

Total FY15 Impact: \$92,900

FY 2015 New Position Requests - Enterprise Funds

POSITION	HIRE	FTE	GRADE	SALARY	FRINGE	OPERATING	TOTAL
<u>Department of Public Works - Utilities</u>							
Operator Trainee		1.0	6	\$29,800	\$13,900	\$0	\$43,700
<i>Would like to request new Operator Trainee position for the South Region Operations crew. There is additional work load due to new Bel Alton WWTP going online, also due to increased scrutiny by regulatory agencies at Swan Point WWTP and Chapel Point Water Plant. SPLIT 70% SEWER AND 30% WATER.</i>							
Total		1.0		\$29,800	\$13,900	\$0	\$43,700

Total FY15 Sewer Impact: \$30,600

Total FY15 Water Impact: \$13,100

FY 2015 REPLACEMENT VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	1/2 Year Lease
Sewer - Line				
Maintenance				
Posi-track with 3 foot tracks (Total Cost: \$80,000, split with 30.25.76.53)	30.25.71.53.0500.000 Replacement Posi-Track with 3 foot tracks to replace U29, a 1998 machine. The Posi-Track has wide rubber tracks and provides very low weight per square foot for accessing & clearing wet/soft rights-of-ways. It is good for moving dirt around on the job site while minimizing damage to yards and asphalt. It is also used for cutting asphalt on roadways for repairs of underground Utilities.	40,000		4,200
One - Trailer-Mounted Air Compressor (Total Cost: \$24,400, split with 30.25.76.53)	To replace U75, 1995 Ingersoll-Rand air compressor. Needed for cutting and breaking up asphalt and concrete for water & sewer line repairs. This unit is an either/or for the two new pavement breakers. Note that the pavement breakers are preferred because they are less expensive than this unit and they would not require an extra vehicle to tow them to the job site.	12,200		1,300
Sewer - Operations				
(North)				
Heavy Duty Pickup Truck, 4x4 (Total Cost: \$45,000, split with 30.25.76.66.140)	30.25.71.66.140.0500.000 To replace U112. This vehicle has over 289,000 miles logged.	13,500		1,400
Heavy Duty Pickup Truck, 4x4 (Total Cost: \$45,000, split with 30.25.76.66.140)	To replace U134. This vehicle has over 227,000 miles logged. Greg Roper's truck.	13,500		1,400
Heavy Duty Pickup Truck, 4x4 (Total Cost: \$45,000, split with 30.25.76.66.140)	To replace U115. This vehicle has over 200,000 miles logged. Tony's truck.	13,500		1,400
Total Sewer		92,700	0	9,700

Water & Sewer

Department: Public Works - Utilities 30.25.72
Division \ Program: Mattawoman Treatment Plant Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$1,892,052	\$1,973,300	\$1,956,100		(\$17,200)	-0.9%
Fringe Benefits	609,857	654,900	661,300		6,400	1.0%
Operating Costs	4,376,948	4,708,100	5,090,000		381,900	8.1%
Debt Service	28,682	16,100	13,100		(3,000)	-18.6%
Capital Outlay	0	123,500	40,000		(83,500)	-67.6%
Total Baseline	\$6,907,539	\$7,475,900	\$7,760,500	\$0	\$284,600	3.8%
New Requests (see attached)			21,900		21,900	NEW
Total Expenditures	\$6,907,539	\$7,475,900	\$7,782,400	\$0	\$306,500	4.1%
WSSC Contribution	\$748,692	\$865,900	\$914,400	\$865,900	\$48,500	5.6%

Baseline Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014 and includes changing an Electrician I position to an Instrumentation Technician position.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- The **Operating Costs** budget increase is due to the following reasons:
 - Increase in Contract Services of \$173,900 for duct bank wiring work and facility transformer work which needs to be completed due to being deferred.
 - Increase in Testing for required PCB testing to "Track and Eliminate" PCBs in the sewer system. Estimated increase to do this is \$75,000.
 - Based on Sludge Disposal cost, Sludge Disposal is increasing by \$55,900.
 - Chemicals are increasing by \$50,000 based on actuals.
 - Adjustments in other accounts netting an increase of \$27,100.
- The **Capital Outlay** budget of \$40,000 is to complete the sand filter project, which had been previously delayed.

Description:

The Mattawoman Wastewater Treatment Plant is an advanced facility capable of treating 20 million gallons of wastewater daily. It is staffed and monitored around the clock and has phosphorous removal and sludge handling capabilities, accepting septic tank, holding tank wastes and sludge from other sources throughout the County. A sludge contract with a private vendor provides for a proactive approach to sludge management that benefits not only the user community and the agricultural community, but the environment as a whole since we are able to conserve landfill space and assist in the Chesapeake Bay restoration effort.

An Enhanced Nutrient Removal upgrade to the Plant was completed during FY 2009 as part of a Chesapeake Bay initiative. The Plant has an in-house laboratory that provides analytic services for quality control. The goal of the facility is to comply with all Federal, State, and County laws and regulations on a consistent basis and to meet or exceed all permit conditions.

Positions:

	<u>FY 2010</u> <u>FTE</u>	<u>FY 2011</u> <u>FTE</u>	<u>FY 2012</u> <u>FTE</u>	<u>FY 2013</u> <u>FTE</u>	<u>FY 2014</u> <u>FTE</u>	<u>FY 2015</u> <u>FTE</u>
Total Full Time Equivalent	39.2	36.9	35.1	34.0	34.0	34.0

Public Works - Utilities positions are split between Satellite Sewer Operations, Mattawoman Treatment Plant, and Water Operations. The FTE listed on this page represents an allocation to the Satellite Sewer Systems. A full listing of Public Works - Utilities positions is located on page 193.

Water & Sewer

Department:	Public Works - Utilities		30.25.72
Division \ Program:	Mattawoman Treatment Plant	Fund:	Enterprise
Program Administrator:	Bill Shreve, Director of Public Works		

<u>Objectives & Measurements:</u>	FY11	FY12	FY13	FY14	FY15
	Actual	Actual	Actual	Projected	Estimated

Objective: To enhance efficiency by holding operating costs to a minimum while maintaining equipment in peak condition in order to provide the best possible service for our customers.

-kW hours per million gallons treated (l)	2,949	2,617	2,932	2,500	2,400
Efficiency rate (compliance)	97.62%	95.24%	97.62%	99.00%	99.00%

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Mattawoman - Support Services 30.25.72.97.0503.000					
Smart phones for 2 project managers	As the projects managers are out in the field with various projects, they need to	1,200	1,200	0	
Indirect Cost Allocation	Indirect Allocation for new Accounting Technician Position.	12,200	12,200	0	
Remote conference software for drawings revisions	To utilize the white board for collarobation in a remote capacity during a virtual conference/meeting	8,500		8,500	
Total Mattawoman		21,900	13,400	8,500	0

Total FY15 Impact: \$21,900

Water & Sewer

Department: Public Works - Utilities 30.25.76
Division \ Program: Water Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$2,086,640	\$2,237,400	\$2,271,200		\$33,800	1.5%
Fringe Benefits	715,854	794,500	838,300		43,800	5.5%
Operating Costs	2,865,932	3,847,400	3,548,300		(299,100)	-7.8%
Debt Service	1,344,303	1,488,600	1,727,700		239,100	16.1%
Capital Outlay	0	300,000	500,000		200,000	66.7%
Capital Projects	23,532	78,300	104,700		26,400	33.7%
Total Baseline	\$7,036,261	\$8,746,200	\$8,990,200	\$0	\$244,000	2.8%
New Requests (see attached)			68,900		68,900	NEW
Total Expenditures	\$7,036,261	\$8,746,200	\$9,059,100	\$0	\$312,900	3.6%

Baseline Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014 and includes changing an Electrician I position to an Instrumentation Technician position.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- The **Operating Costs** budget increase is due to the following reasons:
 - Increase in Contract Services of \$152,800 for GIS Spatial, Infor, SCADA modifications, minor upgrades and adjustments, Technical Review Services, Hydro Design Annual Test Notices, Dual Check Valve Replacement project, and 14+ other smaller projects.
 - Water Purchase was reduced to \$300,000, a reduction of (\$500,000) based on anticipated FY2015 activity.
 - Included are funds for a rate study, \$12,500.
 - Adjustments in various other accounts netting an increase of \$35,600.
- The increase in **Debt Service** is to fund the 2014 bond issue, the 2014 capital lease.
- **Capital Outlay** budget increased by \$200,000 to establish a maintenance program.
- **Capital Projects** budget is for the Water Model Update Project and for the Waldorf/Chapel Point Water System Interconnection Feasibility Study Project.

Description:

The Water Division of the Department of Public Works - Utilities provides water service to more than 29,000 customer accounts throughout the County, striving to ensure a safe drinking water supply for all. As a result of growth throughout the County, rather than operating as one integrated system, the Division operates and maintains 19 separate community water systems, four Wastewater Treatment Plant water systems and five County park water systems.

Positions:

	<u>FY 2010</u> FTE	<u>FY 2011</u> FTE	<u>FY 2012</u> FTE	<u>FY 2013</u> FTE	<u>FY 2014</u> FTE	<u>FY 2015</u> FTE
Total Full Time Equivalent	35.3	36.4	36.8	37.6	37.6	37.6

Public Works - Utilities positions are split between Satellite Sewer Operations, Mattawoman Treatment Plant, and Water Operations. The FTE listed on this page represents an allocation to the Satellite Sewer Systems. A full listing of Public Works - Utilities positions is located on page 193.

Objectives & Measurements:

	<u>FY11</u> Actual	<u>FY12</u> Actual	<u>FY13</u> Actual	<u>FY14</u> Projected	<u>FY15</u> Estimated
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Objective: To enhance efficiency by holding operating costs to a minimum while maintaining equipment in peak condition in order to provide the best possible service for our customers. We are also striving to minimize our use of groundwater in the development district to allow our aquifers to replenish and restore water levels.

Total gallons pumped per day	5,964,252	6,266,437	5,934,731	6,300,000	6,300,000
WSSC gallons pumped per day	1,107,501	76,299	126,028	100,000	95,000

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Water - Equip					
Maintenance (North) 30.25.76.05.140.0503.000					
For North Region, Heavy Duty Crane Truck. (Total Cost: \$110,000, split with 30.25.71.05.140)	This Vehicle must be heavy duty and capable of lifting and pulling heavy equipment out of pumping stations, underground vaults and wells. The Northern section has only one vehicle of this type. Should that one go down for any reason it may take hours to get one from another section and we may not be able to prevent a Sanitary Overflow and harm to the environment.	55,000			5,800
Water - Equip					
Maintenance (South) 30.25.76.05.145.0503.000					
For South Region new Heavy Duty Crane truck. (Total Cost: \$110,000, Split with 30.25.71.05.145)	Need second Crane truck for the South Region. Very often pumps need to be lifted at step stations.	55,000			5,700

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Water - Line Maintenance					
30.25.76.53.0503.000					
One - Trailer-mounted Excavating Vacctor (Total Cost: \$85,000, split with 30.25.71.53)	<p>This equipment is needed for digging around electric and communication lines to locate and make repairs on water and sewer facilities, especially for the service lines, cleanouts, and curb stops. Note that the Miss Utility law was changed in October of 2010 and it is now a legal requirement to expose all underground utilities by hand or with this type of non-mechanical, vacuum excavator within 18 inches of all utilities.</p> <p>This trailer-mounted excavating equipment meets that Miss Utility law requirement and it will relieve us from having to use the sewer cleaning machine to vacuum out holes to find and repair W&S lines, which will enable the Vaccon to be used for what it was intended and needed: to clean sewer lines and pump stations. Currently, the Vaccon is used quite extensively, and increasingly, to assist the digging crews to vacuum holes. 3,000 psi excavating system - hydraulic drive 2.5 yard body, 200 gallons of water, 80HP Diesel, extendable boom and tandem axle.</p>	42,500			4,500
One - 7 ton trailer (Total Cost: \$8,000, split with 30.25.71.53)	This is a new trailer for carrying the Posi-Track to and from job sites. Note that, if the replacement Posi-Track is not approved for FY15, then this trailer would not be needed.	4,000			400
Two - Asphalt Breakers (Total Cost: \$20,000, split with 30.25.76.53)	Asphalt breakers with attachments and hoses to attach to U132 35D Excavator and U32 35D Excavator for cutting asphalt on water & sewer main breaks/repairs. Because these breakers attach to existing equipment, they will cut down on the need to pull more equipment to the job sites. These breakers eliminate the need to replace U75, a 1995 pull-behind air compressor and allows two crews to work different repairs at the same time.	10,000			1,100

FY15 NEW OPERATING/CAPITAL REQUEST

Item Description	Justification	Value of Request	Additional Operating	Direct Purchase	1/2 Year Lease
Water - Operations					
(North) 30.25.76.66.140.0503.000					
Two temp employees to assist with hydrant flushing (Contract Services)	To gain efficiency and better ensure safety in the hydrant flusing program	9,600		9,600	
Water - Support Services 30.25.76.97.0503.000					
(6) Monitors for multi applications in review of plans, tech support laptops, SCADA laptop. (Split with 30.25.71.97.)	The Technical Support Group of Utilities needs to be able to compare and contrast plans simutaenously, for changes and/or impacts. This requires mutiple monitors being up and running at the same time, with two different sets of plans viewable.	9,600		9,600	
(6) Monitors \$6,900 (1) Tablets/Laptops for project managers \$1,900 ea, (1)Vehicle laptop/tablet mounts \$5,000 ea, (1) Tablet computer and accessories for field use \$3,000, (1) Laptop for SCADA \$2,500	Additional monitors including stands and video cards for staff PCs (6) to provide dual monitor capability for reviewing drawings using multiple applications. Tablets/laptops for project managers' use in the field and at off-site meetings for project coordination and collaboration. Vehicle laptop/tablet mounts. Tablet computer and accessories for field use. A tablet computer is very portable and would be carried to the inspection site to perform real-time inspections and produce reports and permit system updates/approvals. The tablet should include wireless network and VPN capability to facilitate contemporaneous updating of the County's Building Permit tracking system. Laptop for SCADA Group's use, which is needed in troubleshooting and programming instruments and PLC's. Currently the SCADA Group does not have this capability but has to use the "Spare" laptop that was supposed have been available as a back-up for the Regions' computer to maintain continuity of service for Operations.				
Indirect Cost Allocation	Indirect Allocation for new Accounting Technician Position.	9,800	9,800		0
Smart phones for 2 project managers	As the projects managers are out in the field with various projects, they need to	800	800		0
Remote conference software for drawings revisions	To utilize the white board for collarobation in a remote capacity during a virtual conference/meeting	8,500		8,500	
Total Water		204,800	10,600	27,700	17,500

FY 2015 New Position Requests - Enterprise Funds

POSITION	HIRE	FTE	GRADE	SALARY	FRINGE	OPERATING	TOTAL
<u>Department of Public Works - Utilities</u>							
Operator Trainee		1.0	6	\$29,800	\$13,900	\$0	\$43,700
<i>Would like to request new Operator Trainee position for the South Region Operations crew. There is additional work load due to new Bel Alton WWTP going online, also due to increased scrutiny by regulatory agencies at Swan Point WWTP and Chapel Point Water Plant. SPLIT 70% SEWER AND 30% WATER.</i>							
Total		1.0		\$29,800	\$13,900	\$0	\$43,700

Total FY15 Sewer Impact: \$30,600

Total FY15 Water Impact: \$13,100

FY 2015 REPLACEMENT VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	1/2 Year Lease
Water - Line Maintenance				
	30.25.76.53.0500.000			
Posi-track with 3 foot tracks (Total Cost: \$80,000, split with 30.25.71.53)	Replacement Posi-Track with 3 foot tracks to replace U29, a 1998 machine. The Posi-Track has wide rubber tracks and provides very low weight per square foot for accessing & clearing wet/soft rights-of-ways. It is good for moving dirt around on the job site while minimizing damage to yards and asphalt. It is also used for cutting asphalt on roadways for repairs of underground Utilities.	40,000		4,200
One - Trailer-Mounted Air Compressor (Total Cost: \$24,400, split with 30.25.71.53)	To replace U75, 1995 Ingersoll-Rand air compressor. Needed for cutting and breaking up asphalt and concrete for water & sewer line repairs. This unit is an either/or for the two new pavement breakers. Note that the pavement breakers are preferred because they are less expensive than this unit and they would not require an extra vehicle to tow them to the job site.	12,200		1,300
Water - Operations (North)				
	30.25.76.66.140.0500.000			
Heavy Duty Pickup Truck, 4x4 (Total Cost: \$45,000, split with 30.25.71.66.140)	To replace U112. This vehicle has over 289,000 miles logged.	31,500		3,300
Heavy Duty Pickup Truck, 4x4 (Total Cost: \$45,000, split with 30.25.76.66.140)	To replace U134. This vehicle has over 227,000 miles logged.	31,500		3,300
Heavy Duty Pickup Truck, 4x4 (Total Cost: \$45,000, split with 30.25.76.66.140)	To replace U115. This vehicle has over 200,000 miles logged.	31,500		3,300
Total Water		146,700	0	15,400

Water & Sewer

Departments:	Public Works - Utilities	Account:	30.25
Division \ Program:	Water, Sewer, Mattawoman	Fund:	Enterprise
Program Administrator:	Bill Shreve, Director of Public Works		

Positions:	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Public Works	1.0	0.5	0.5	0.5	0.5	0.5
Assistant Director of Public Works - Utilities	1.0	0.9	0.9	0.9	0.9	0.9
Chief of Operations and Maintenance	1.0	1.0	1.0	1.0	1.0	1.0
Chief of Technical Support	1.0	1.0	1.0	1.0	1.0	1.0
Engineer I - III	2.8	2.8	2.8	2.8	2.8	2.8
Technical Support Operations Superintendent	1.0	1.0	1.0	1.0	1.0	1.0
Equipment Maintenance Supt.	1.0	1.0	1.0	1.0	1.0	1.0
Environmental Operations Superintendent	3.0	3.0	3.0	4.0	4.0	4.0
Laboratory Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Line Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0	1.0
Systems Analyst	0.0	0.0	1.0	1.0	1.0	1.0
Network Specialist III	0.0	0.0	1.0	1.0	1.0	1.0
Meter Superintendent	0.5	0.0	0.0	0.0	0.0	0.0
Wastewater Operations Supervisor II	6.0	6.0	5.0	5.0	5.0	5.0
Assistant Project Manager	1.0	1.0	1.0	2.0	2.0	2.0
Financial Support Manager	1.0	1.0	0.5	0.5	0.5	0.5
Line Maintenance Supervisor	4.0	3.0	3.0	3.0	3.0	3.0
Equipment Maintenance Supervisor	3.0	3.0	3.0	3.0	3.0	3.0
Pretreatment Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Water Operations Supervisor	3.0	3.0	3.0	3.0	3.0	3.0
Wastewater Operations Supervisor I	2.0	2.0	2.0	2.0	2.0	2.0
Cross Connection Control Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Management Support Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Instrumentation Technician	0.0	0.0	0.0	0.0	2.0	3.0
Electrician III	4.0	4.0	4.0	4.0	2.0	2.0
Fleet Maintenance Technician III	1.0	1.0	1.0	1.0	1.0	1.0
Equipment Maintenance Technician II	4.0	3.0	3.0	3.0	3.0	3.0
Laboratory Technician I - II	3.0	3.0	3.0	3.0	3.0	3.0
Facilities Maintenance Technician III	1.0	1.0	1.0	1.0	1.0	1.0
Fleet Maintenance Technician II	1.0	1.0	1.0	1.0	1.0	1.0
Wastewater Operator / Trainee	23.0	23.0	22.0	22.0	23.0	23.0
Utilities Locator	3.0	3.0	3.0	3.0	3.0	3.0
Equipment Operator III - IV	7.0	8.0	8.0	8.0	8.0	8.0
Administrative Associate	3.0	3.0	3.0	3.0	3.0	3.0
Painter	1.0	1.0	1.0	1.0	1.0	1.0
Electrician I - II	4.0	5.0	5.0	4.0	3.0	2.0
Water Operator	8.0	8.0	8.0	8.0	8.0	8.0
Meter Technician	3.0	1.0	1.0	1.0	0.0	0.0
Equipment Maintenance Technician I	6.0	6.0	6.0	5.0	5.0	5.0
Facilities Maintenance Technician I	1.0	1.0	1.0	1.0	1.0	1.0
Line Maintenance Worker	7.0	7.0	7.0	7.0	8.0	8.0
Office Associate III	1.0	1.0	1.0	1.0	1.0	1.0
Part Time I	0.6	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	118.9	115.8	115.3	115.3	115.3	115.3

Salaries are charged out to the Water, Sewer, and Mattawoman divisions based on job duties. Full Time Equivalent positions per division are as follows:

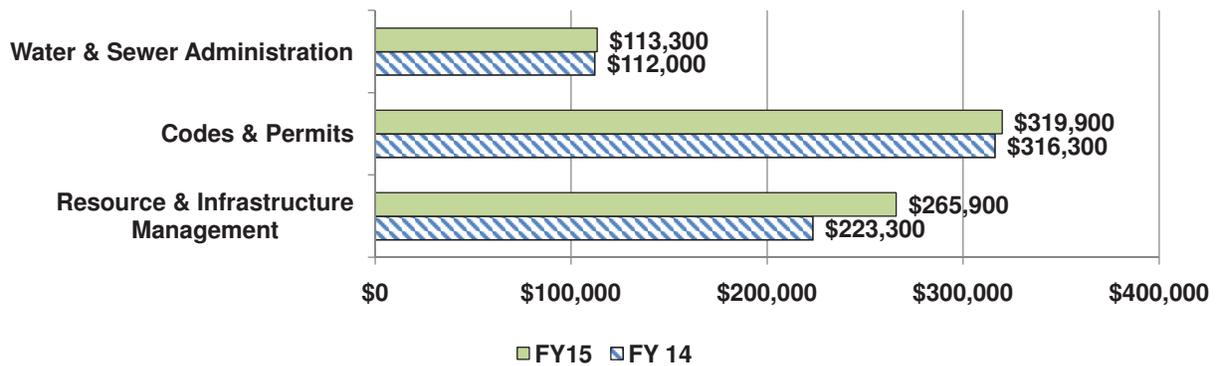
Water	35.3	36.4	36.8	37.6	37.6	37.6
Sewer	44.4	42.5	43.4	43.7	43.7	43.7
Mattawoman	39.2	36.9	35.1	34.0	34.0	34.0
Total Full Time Equivalent	118.9	115.8	115.3	115.3	115.3	115.3

Water & Sewer

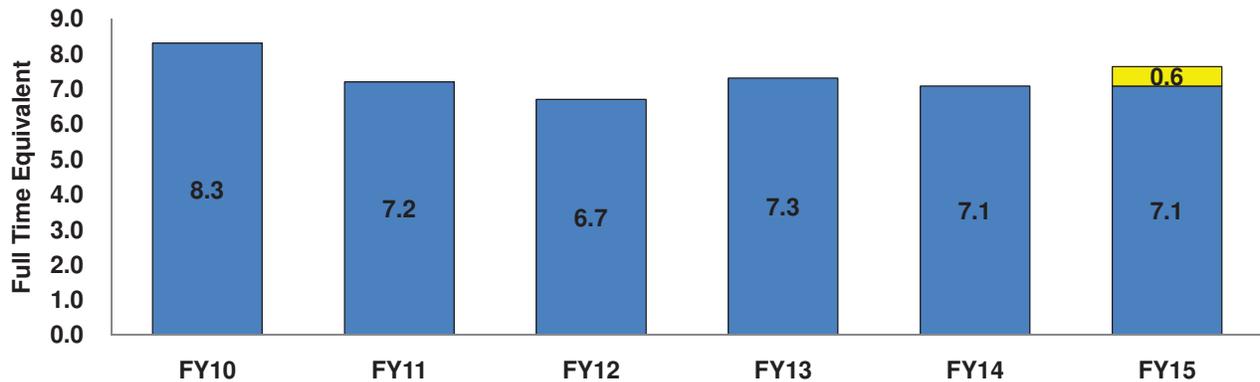
Department: Planning and Growth Management 30.07
Division \ Program: Department Summary Fund: Enterprise
Program Administrator: Peter Aluotto, Director of Planning & Growth Management

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$465,196	\$487,900	\$488,600	\$0	\$700	0.1%
Fringe Benefits	145,957	154,100	154,700	0	600	0.4%
Operating Costs	5,447	9,600	9,200	0	(400)	-4.2%
Total Baseline	\$616,600	\$651,600	\$652,500	\$0	\$900	0.1%
New Requests	0	0	46,600	0	46,600	NEW
Total Expenditures	\$616,600	\$651,600	\$699,100	\$0	\$47,500	7.3%
Revenues	\$5,913	\$7,000	\$7,000	\$0	\$0	0.0%

Expenditure Summary



Staffing History



Positions by Program:

	FY10	FY11	FY12	FY13	FY14	FY15
Water & Sewer Administration	1.8	1.4	1.4	1.4	1.1	1.1
Codes & Permits	3.2	3.1	3.1	3.7	3.9	3.9
Resource & Infrastructure Mgmt	3.3	2.8	2.3	2.3	2.1	2.1
Total Full Time Equivalent	8.3	7.2	6.7	7.3	7.1	7.1
					New Position(s):	0.6
						7.6

Water & Sewer

Department: Planning and Growth Management 30.07.06
Division \ Program: Water & Sewer Administration Fund: Enterprise
Program Administrator: Peter Aluotto, Director of Planning & Growth Management
www.charlescountymd.gov/pgm/welcome

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$87,008	\$86,500	\$87,600		\$1,100	1.3%
Fringe Benefits	24,270	23,600	23,800		200	0.8%
Operating Costs	977	1,900	1,900		0	0.0%
Total Expenditures	\$112,255	\$112,000	\$113,300	\$0	\$1,300	1.2%
Revenues	\$5,913	\$7,000	\$7,000		\$0	0.0%

Baseline Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.

Description:

The Administration Division under Planning & Growth Management provides continuous evaluation of infrastructure needs and implements standards through updates to comprehensive plan, ordinances, policies, and procedures; maintain high standards of personnel efficiency and expertise to guarantee performance consistent with specialized obligations; develop and maintain a continuous program of education, promoting the most efficient use of the resources of the County pertaining to planning and growth management, the land necessary for roads, water and sewer, and facilities improvements, while emphasizing the socioeconomic values of comprehensive land development and programming; improve recruitment and retention as another area of emphasis in developing a top flight staff.

The responsibilities of the Administration Division include: bonds and developer agreements; budget administration; customer relations; department's coordination with Citizens Liaison Office; maintenance of department's central file room; dedication of roads, water and sewer systems; property acquisitions; planning, preparation & coordination of auction of surplus county properties; develop programs and procedures; grants administration; personnel administration; petition process administration; short and long range planning, approval of record plats and utility permits. Patapsco water supply; water conservation program; water & sewage plan; technical support; WSSC water interconnection negotiations; allocation; consent orders; pretreatment program; sludge management program; Mattawoman failing septic areas; new facilities feasibility; Inflow & Infiltration program; and the Pisgah residential well installations.

<u>Positions:</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
Title	FTE	FTE	FTE	FTE	FTE	FTE
Director of Planning & Growth Mgmt	0.2	0.3	0.3	0.3	0.3	0.3
Asst Dir of Planning & Growth Mgmt	0.4	0.0	0.0	0.0	0.0	0.0
Administration Manager	0.5	0.3	0.3	0.3	0.3	0.3
Property Acquisition Officer	0.3	0.3	0.3	0.3	0.3	0.3
Administrative Associate	0.2	0.3	0.3	0.3	0.3	0.3
Office Associate II	0.2	0.3	0.3	0.3	0.0	0.0
Total Full Time Equivalent	1.8	1.4	1.4	1.4	1.1	1.1

Objectives & Measurements:

	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
	Actual	Actual	Actual	Projected	Estimated

Utility Permits

Objective: to assure that fees are collected and that line sizing, length, type and meter size are in accordance with the Water and Sewer ordinance.

Utility Permits Applications	551	646	537	587	550
Utility Permits Issued	504	499	669	498	580

Property Acquisition Requests

Objective: To facilitate the acquisition of property interests for utility infrastructure.

Property Acquisition Requests (not PGM)	97	43	27	38	38
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Water & Sewer

Department: Planning and Growth Management 30.07.61
Division \ Program: Codes, Permits & Inspection Services\Codes & Permits Fund: Enterprise
Program Administrator: Frank Ward, Chief of Codes, Permits & Inspection Services
www.charlescountymd.gov/pgm/cpis/codes-perimits-inspection-services

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$232,080	\$233,200	\$234,400		\$1,200	0.5%
Fringe Benefits	71,911	79,000	81,600		2,600	3.3%
Operating Costs	2,603	4,100	3,900		(200)	-4.9%
Total Expenditures	\$306,594	\$316,300	\$319,900	\$0	\$3,600	1.1%

Baseline Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- **Operating Cost** decrease is due to a one-time FY2014 cost.

Description:

The policies of Codes & Permits provides for adequate stormwater management, stormwater conveyance facilities, water & sewer facilities, roads & grading & sediment control, through the development & implementation of ordinances standard specifications for construction, standard details, and execution of plan review & inspections. The services performed by this division include: providing plan review & inspection for all subdivisions building permits, capital improvements for grading qualitative & quantitative stormwater management roads, storm drainage, & water/sewer construction to insure compliance with County ordinance standards; grading & drainage plan reviews of the site plans for building permits & responding to citizen's drainage concerns; providing plan reviews for private water & sewer projects as well as technical assistance for private water systems and review designs for new county water and sewer projects.

Codes & Permits also provides the following services: the staff receives, reviews, and issues all building, plumbing, gas, and electrical applications for all kinds of new and remodeled constructions, both residential and commercial, for compliance with state and county codes; issues permits for utility services, and continues to provide for a more efficient permitting process through specialized procedures to streamline the more typical projects such as garages, sheds, pools, interior alterations, wood stoves, barns, etc. Codes & Permits also receives, reviews, and issues Development Services permits for developer infrastructure projects related to water and sewer.

<u>Positions:</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
Title	FTE	FTE	FTE	FTE	FTE	FTE
Engineer I / II / III / IV	0.4	0.8	0.8	1.1	1.1	1.1
Right-of-Way Agent I	0.5	0.3	0.3	0.3	0.3	0.3
Water/Wastewater Permit Technician	0.8	0.8	0.8	0.8	0.8	0.8
Administrative Associate	0.5	0.0	0.0	0.0	0.0	0.0
Permits Specialist	0.5	0.8	0.8	0.8	0.8	0.8
Office Associate II	0.5	0.5	0.5	0.8	0.8	0.8
Office Associate I	0.0	0.0	0.0	0.0	0.3	0.3
Total Full Time Equivalent	3.2	3.1	3.1	3.7	3.9	3.9

Objectives & Measurements:

	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
	Actual	Actual	Actual	Projected	Estimated
Infrastructure Review					
<i>Objective: to process in a timely manner all submittals to assure compliance with the Road, Grading & Sediment Erosion Control, Stormwater Management & Storm Drainage, Floodplain, Water and Sewer Ordinances; Standard Specifications for Construction and Standard Detail Manuals.</i>					

of active projects reviewed:

Water	166	173	157	165	170
Sewer	171	177	186	178	180
Equivalent FTE per Fiscal Year	112.0	116.7	114.3	114.3	116.7

Water & Sewer

Department: Planning and Growth Management 30.07.91
Division \ Program: Resource & Infrastructure Management Fund: Enterprise
Program Administrator: Jason Groth, Chief of Resource & Infrastructure Management
www.charlescountymd.gov/pgm/rim/resource-and-infrastructure-management-rim

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$146,108	\$168,200	\$166,600		(\$1,600)	-1.0%
Fringe Benefits	49,776	51,500	49,300		(2,200)	-4.3%
Operating Costs	1,867	3,600	3,400		(200)	-5.6%
Total Baseline	\$197,751	\$223,300	\$219,300	\$0	(\$4,000)	-1.8%
New Requests (see attached)			46,600	0	46,600	NEW
Total Expenditures	\$197,751	\$223,300	\$265,900	\$0	\$42,600	19.1%

Baseline Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** were reduced due to turnover in the Planner I position.
- **Operating Costs** were adjusted to match current activity.

Description:

The Resource and Infrastructure Management Division of PGM is responsible for planning, coordination, and management of public infrastructure and local water resources. Infrastructure management includes public water and sewer, public transportation facilities, and public school capacity allocation for development. Resource management includes the oversight and management of water resources for potable water supply, wastewater treatment capacities, and associated planning activities.

Specific responsibilities include development review and coordination through the County's Adequate Public Facilities Ordinance, development and maintenance of the County's Geographic Information Systems (GIS) to internal and external customers, mapping and modeling of County infrastructure systems for planning and analysis, capacity management of the County's water and wastewater infrastructure through an allocation system, drafting and writing of the Solid Waste and Water and Sewer plan; reviewing Developer Rights and Responsibilities Agreements, and coordination with Federal, State, and local infrastructure management agencies.

<u>Positions:</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Resource & Infrastru	0.5	0.7	0.7	0.7	0.7	0.7
Resource Manager	1.0	1.0	0.5	0.5	0.3	0.3
Resource Analyst - GIS	0.4	0.4	0.4	0.4	0.4	0.4
Planner I - III	0.4	0.4	0.4	0.4	0.4	0.4
Cartographer	0.5	0.0	0.0	0.0	0.0	0.0
Administrative Associate	0.5	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	3.3	2.8	2.3	2.3	2.1	2.1

Objectives & Measurements:

	<u>FY11 Actual</u>	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Projected</u>	<u>FY15 Estimated</u>
<i><u>Objective: to provide for the orderly expansion of community and multi-use water supply and sewerage systems in a manner consistent with the applicable county comprehensive plans.</u></i>					
Approved Allocations		31	39	15	38
					40

FY 2015 New Position Requests - Enterprise Funds

POSITION	HIRE	FTE	GRADE	SALARY	FRINGE	OPERATING	TOTAL
Water & Sewer Fund							
<u>Planning & Growth Management</u>							
<u>Resources & Infrastructure Management</u>							
Engineer III	Sept	1.0	15	\$54,700	\$18,900	\$7,800	\$81,400
Allocated to Connetion Fee CIP Projects				(\$22,800)	(\$8,500)	(\$3,500)	(\$34,800)
Increased PayGo for User Fee CIP Projects							
				\$31,900	\$10,400	\$4,300	\$46,600

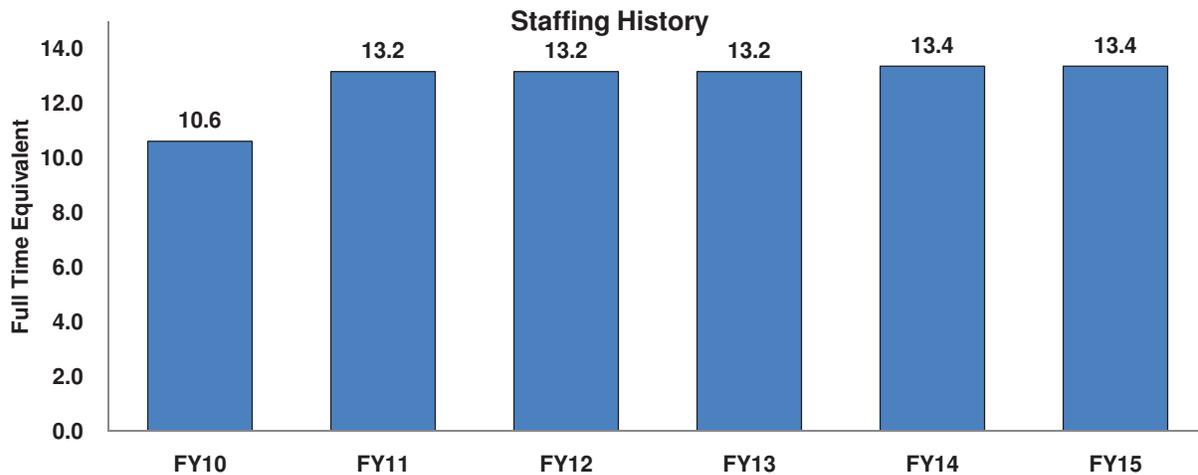
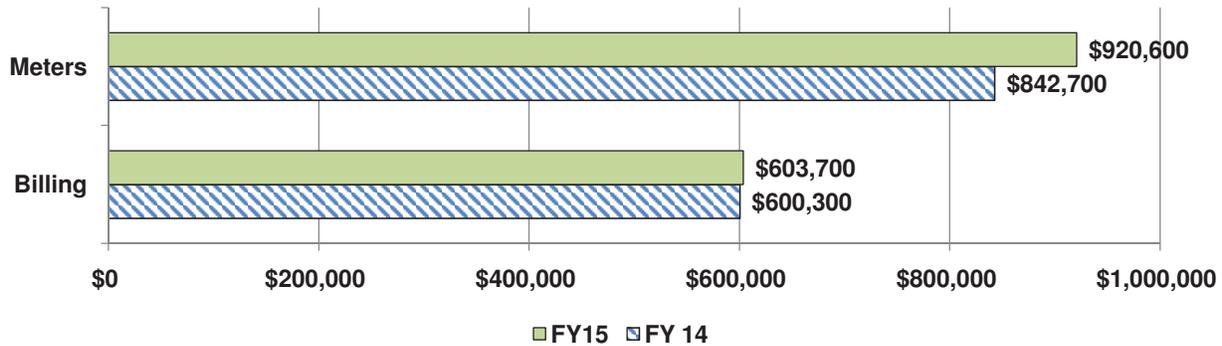
To properly support Commissioner Goal 2.3, an experienced water/sewer engineer position is needed in the RIM Division to plan, coordinate, and analyze the County's Water/Sewer Infrastructure. A greater focus on planning future infrastructure, evaluating effects of growth, and ensuring sustainable system performance are necessary to meet the County's needs. The position would perform water/sewer analysis and modeling to inform the current development process, determine where future infrastructure improvements are needed, and help to prevent infrastructure failures. Based on the expertise needed in water modeling, we request mid-point salary. This position will be split equally between Water/Sewer Model Updates.

Water & Sewer

Departments: Fiscal & Administrative Services and Public Works - Utilities 30.04/25.60
Division \ Program: Billing & Meters Summary Fund: Enterprise
Program Administrator: David Eicholtz, Director of Fiscal & Administrative Services
 Bill Shreve, Director of Public Works

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$677,140	\$731,700	\$743,100	\$0	\$11,400	1.6%
Fringe Benefits	208,611	234,000	246,600	0	12,600	5.4%
Operating Costs	599,061	192,500	192,300	0	(200)	-0.1%
Debt Service	217,784	284,800	342,300	0	57,500	20.2%
Total Expenditures	\$1,702,596	\$1,443,000	\$1,524,300	\$0	\$81,300	5.6%
Total Revenues	\$1,341,932	\$1,443,000	\$1,468,000		\$25,000	1.7%

Expenditure Summary



Positions by Program:

	FY10	FY11	FY12	FY13	FY14	FY15
Billing	7.1	7.1	7.1	7.1	7.3	7.3
Meters	3.5	6.1	6.1	6.1	6.1	6.1
Total Full Time Equivalent	10.6	13.2	13.2	13.2	13.4	13.4

Water & Sewer

Department: Fiscal & Administrative Services 30.04.60
Division \ Program: Billing Fund: Enterprise
Program Administrator: Tracy Willett, Billing Manager
 Mailing Address: P.O. Box 1630, La Plata, MD 20646 (PAYMENTS ONLY)
 Physical Address: 200 Baltimore St., La Plata, MD 20646 301-645-0624 301-870-2542
www.charlescountymd.gov/fas/wsbilling/water-and-sewer-billing 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$318,933	\$364,800	\$368,100		\$3,300	0.9%
Fringe Benefits	101,104	121,600	123,000		1,400	1.2%
Operating Costs	90,499	112,300	111,000		(1,300)	-1.2%
Debt Service	0	1,600	1,600		0	0.0%
Total Expenditures	\$510,536	\$600,300	\$603,700	\$0	\$3,400	0.6%
Total Revenues	\$523,353	\$600,300	\$608,696	\$0	\$8,396	1.4%

Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- The **Operating Costs** budget decrease is due to Postage being adjusted to actuals (\$2,000), an increase in audit fees of \$300 and an increase in Equipment Repairs & Maintenance for annual renewal of license, \$400.

Description:

The Billing Division is responsible for customer billing on a quarterly basis, assessing penalties on delinquent accounts, and termination of service, if so warranted. Customer service and assistance are top priorities for the division. Customer bills are created by the electronic transfer of meter readings from handheld units and laptops to a data base that is used to calculate water and sewer invoices based on water consumption.

Positions:

Title	FY10 FTE	FY11 FTE	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE
Chief of Accounting	0.3	0.3	0.3	0.3	0.3	0.3
Billing Manager	1.0	1.0	1.0	1.0	1.0	1.0
Senior Utilities Billing Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Utilities Billing Specialist	4.8	4.8	4.8	4.8	5.0	5.0
Total Full Time Equivalent	7.1	7.1	7.1	7.1	7.3	7.3

Objectives & Measurements:

	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Projected	FY15 Estimated
<i>Objective: To process invoices for water/sewer services provided each quarter and follow-up with collection efforts as needed to ensure revenue recovery.</i>					
# of invoices per year	120,893	121,578	123,434	126,029	128,682
# of regular invoices	116,883	117,546	119,214	121,598	124,030
# of finals	4,010	4,032	4,220	4,431	4,652
# of delinquent invoices per year	34,259	36,249	37,116	37,808	38,605
- % of total billed	29%	30%	30%	30%	30%
<i>Objective: To follow up on past due accounts/ improve collection efforts.</i>					
# of final notice letters	2,683	2,425	1,407	1,435	1,464
# of liens	633	546	512	516	521
# of liens released	718	507	599	634	672

Water & Sewer

Departments: Public Works - Utilities 30.25.60
Division \ Program: Meters Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2013 Actual	FY2014 Adopted	FY2015 Request	FY2015 Adopted	\$ Change from FY2014	% Chg.
Personal Services	\$358,207	\$366,900	\$375,000		\$8,100	2.2%
Fringe Benefits	107,507	112,400	123,600		11,200	10.0%
Operating Costs	508,562	80,200	81,300		1,100	1.4%
Debt Service	217,784	283,200	340,700		57,500	20.3%
Total Expenditures	\$1,192,060	\$842,700	\$920,600	\$0	\$77,900	9.2%
Total Revenues	\$818,579	\$842,700	\$859,304		\$16,604	2.0%

Changes and Useful Information:

- **Personal Services** includes the full year impact of the merit received during FY 2014 and turnover in the Assistant Director position.
- The **Fringe Benefits** increase is a result of the pension cost increase due to the merit received in FY 2014, as well as, provides an adjustment to the County's Health & Dental Budget. A current projection assumes a 6% increase in health & dental costs.
- **Operating Costs** changes:
 - Vehicle Repairs & Maintenance increase of \$300 for GPS and AIM2 installations.
 - General Supplies increased by \$1,800 and Equipment Repairs and Maintenance decreased by \$1,000 based on activity.
- The **Debt Service** was increased in order to continue to finance the meter change out program and full-year cost of the FY2014 lease.

Description:

The Meter Division is responsible for installing, repairing, replacing, and reading meters for water and sewer billing purposes. Meter readings are transferred from hand-held units to a data base that is used by the Billing Division to invoice customers quarterly based on consumption. Prompt, accurate readings and great customer service are top priorities for the Division.

Positions:	FY10	FY11	FY12	FY13	FY14	FY15
Title	FTE	FTE	FTE	FTE	FTE	FTE
Asst Director of Public Works - Utilities	0.00	0.10	0.10	0.10	0.10	0.10
Meter Superintendent	0.50	1.00	1.00	1.00	1.00	1.00
Meter Technicians	3.00	5.00	5.00	5.00	5.00	5.00
Total Full Time Equivalent	3.50	6.10	6.10	6.10	6.10	6.10

Objectives & Measurements:

	FY11	FY12	FY13	FY14	FY15
	Actual	Actual	Actual	Projected	Estimated
<i>Objective: To have a system inventory of meters less than 15 years old and to insure the accuracy and timeliness of readings.</i>					
# of meters installed					
- # of meters replaced	1,274	981	3,283	2,000	2,000
- # of new installations	446	511	547	550	550

FY 2015 REPLACEMENT VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	1/2 Year Lease
<u>Water and Sewer Operation Fund</u>				
<u>Public Works - Utilities</u>				
Meters	30.25.60.146.0500.000			
Water Meter Change Out	This is for the continued County-wide meter change out program. This will allow for the installation of approximately 1,400 Badger Meter/Orion units bringing the program to 99% completion.	200,000		20,900