

Utility Services

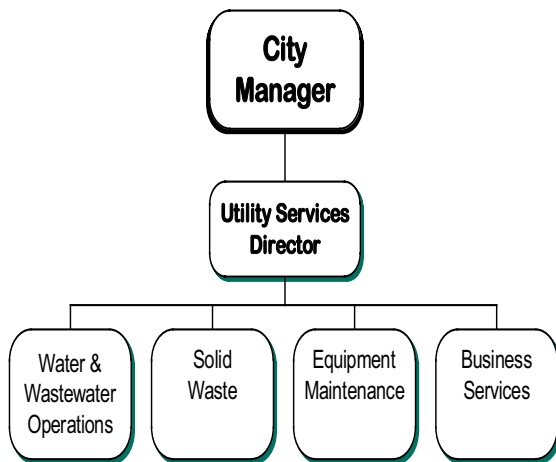
- Mission Statement -

The mission of the Utility Services Department is to provide, plan, develop, operate, and maintain a variety of utility services in a responsive, efficient and cost effective manner. These services include water and wastewater operations, refuse collection and disposal, equipment maintenance and business services.

- Department Function -

The department provides a broad base of services for the community through its Enterprise Fund supported divisions of Water and Wastewater Operations, Solid Waste, Equipment Maintenance, and Business Services. Its major activities include water production and distribution; recycled water distribution; wastewater collection; residential refuse collection and disposal; greenwaste and recycling programs; fleet and equipment maintenance; and meter reading, billing and collection.

- Department Organizational Chart -



- Expenditure Summary -

Water Fund			
<u>Division / Program</u>	<u>2005-06 Actual</u>	<u>2006-07 Budget</u>	<u>2007-08 Adopted</u>
Admin & Engr	2,084,218	2,180,833	5,468,101
Business Services	1,395,635	1,416,883	1,112,529
Maint & Operations	1,778,213	2,142,249	1,638,883
Production	6,874,528	9,553,319	9,677,532
Distribution & Construction	4,781,190	3,432,264	3,155,347
Wtr Quality Control	1,301,772	1,474,262	876,669
Wtr Conservation	52,683	119,901	182,857
Customer Services	894,748	1,001,505	458,595
Field Operations			
Water Treatment	1,237,149	1,650,371	1,676,039
Reclamation – Cal Poly	38,100	38,100	52,020
Reclamation – General	779,166	785,698	949,424
Water Revenue			
Bonds – Debt Svc	3,437,234	3,636,663	5,260,103
Sub-total Wtr Ops	24,654,639	27,412,048	30,508,099
Water Capital Projs	4,445,365	4,406,715	51,573,983
Total Water	29,100,004	31,818,763	82,082,082

Sewer Fund			
Admin Svcs Sewer	1,512,412	1,520,450	1,432,003
Sewer Maint	1,619,867	1,975,663	1,558,854
Debt Service	882,685	820,884	1,460,610
Sub-total Swr Ops	4,014,965	4,316,997	4,451,467
Sewer Capital Projs	213,996	1,791,500	13,438,335
Total Sewer	4,228,960	6,108,497	17,889,802

Refuse Fund			
Admin Svcs Refuse	1,815,769	1,586,376	1,436,557
Residential Refuse	6,768,780	7,226,105	6,741,386
Recycled Oil Prgm	55,265	56,464	56,772
Tire Recycling	-	3,000	-
Community Clean-Up	112,824	175,652	142,878
Illegal Dumping	119,803	116,750	122,600
Total Refuse	8,872,443	9,164,347	8,500,193

Equipment Maintenance Fund			
Equipment Maint	4,744,260	5,100,124	4,718,179

Department: Utility Services	Division: Water	Fund: WATER
Department #: 8100	Division #: 8120 - 8150	Fund #: 510

Division Description:
 The Water Division provides safe, high quality water, and delivers this water upon demand in an efficient manner at a reasonable cost to the citizens and businesses within the City of Pomona. The Division maximizes locally produced groundwater and locally collected surface water to minimize reliance on more expensive purchased water through the efforts of production, distribution and construction, water quality, and water treatment sections. Additionally, the Division operates and maintains the City's water treatment facilities, air stripping towers, anion exchange plants, and the recycled water system. The Division provides engineering services, financial oversight, grant administration as well as customer service and utility billing for approximately 29,000 accounts.

2007-08 Adopted Budget Numbers

Fund	Expense	Revenue	Exp less Rev	Allocated Staff
Water	30,508,099	28,436,832	2,071,267	86.06
Less Deprec. Expense	(2,352,207)		(2,352,207)	-
Total	28,155,892	28,436,832	(280,940)	86.06

Supplemental Requests

Item	Justification	Amount
Copier/Printer	Replacement of aged copier with high usage	7,000
1 1/2 Ton Truck with extended cab	Replacement due to exceeding mileage and use limits.	48,500
1 Ton Weld Truck with 10' flatbed/utility combo	Replacement due to exceeding mileage and use limits.	35,000
5 Yard Dump Truck	Replacement due to exceeding mileage and use limits.	75,000
Band Saw	Replace existing unit, parts are obsolete and difficult to procure.	8,000
25 DU tandem dual axle dump trailer	New trailer required to transport water treatment salt to Well 37.	15,631
CTY Connect Phone System	This system will allow City residents to be notified of emergencies, announcements, and other significant information via a recorded phone messaging system.	33,333
Addition of 1.00 Administrative Clerk	This position will serve in the Maintenance & Operation's Division, under direct supervision, to facilitate and expedite the flow of work. The addition of this position will enable Supervisors and Crew Chiefs to fully concentrate on field safety and supervisory issues; rather than clerical tasks.	45,270

Reclassification of 1.00 Water Systems Operator to Water Operations Crew Chief	Reclassifying one of the Water System Operator positions to a Water Operations Crew Chief will establish a span of control between the Water System Operators. Currently there is an absence of a position in the lead capacity for the Water System Operator Series.	3,504
Reclassification of 1.00 Program Assistant to 1.00 Management Analyst	This is a key position within the Water Department that is responsible for many duties and projects including the preparation of draft City Council reports, City Manager memorandums, Requests for Proposals (RFPs), as well as budget preparation.	6,156

Service level changes based on proposed spending level:

Service	Change
Local Water Production	In 2007-08 the City will return to full pumping in the Chino Basin, due to discontinuation of the Metropolitan Water Districts (MWD) in-lieu water program.
Water Quality Studies	Conducting N-Nitrosodiemethylamine (NDMA) test at Anion Exchange Plant (AEP) for possible Ultraviolet treatment.
Water Quality Testing	Increase water quality testing to conform with the mandates of the California Department of Health Services (DHS).
Cost of Service Study	In April and October 2007, implement the approved rate structure and rates based on recommendation of the Cost of Service Study to fund the approved 2005 Water Master plan.
Water Operations	Replace resin in 8 out of 10 vessels at the AEP Treatment Plant.
Utility Billing System Training and Conference	Training will assist in providing quality City services to residents by enhancing knowledge in the latest technology and in developing mutual relationships with external organizations.

Programs and Service Indicators

Program	Indicator
Water Supply	6,000 million gallons (mg) groundwater produced 600 mg surface water produced 2,800 mg imported water 22 reservoirs maintained 14 pump control valves serviced 5 transfer valves serviced 77 well booster motors maintained
Water Distribution	27 miles of mainlines flushed 1,200 meters replaced 125 mainline replacements/repairs 425 service replacements/repairs
Water Quality Testing	4,900 samples collected for testing 1,200 backflow devices tested

Water Treatment	26 control valves rebuilt 16 analyzers serviced 5 treatment plants maintained & monitored daily
Recycled Water Production	2,020 mg recycled water delivered 6 services maintained 2 recycled water reservoirs maintained 98 mg of non-potable groundwater delivered
Utility Billing/Customer Service	226,000 bills processed 71,900 calls answered 12,000 walk-in customers serviced 20,400 notifications delivered 2,750 conservation items distributed

Status of Department Goals

Goal Year	Goal	Status
06-07	Begin construction of the Anion Exchange Plant Upgrade/Expansion Project, with \$1.7 million grant from the Metropolitan Water District (MWD) of Southern California, which will add at least 1.8 million gallons capacity per day. (Council goal 1-2, 1-4 and 4-19)	Awarded December 2006
06-07	Commence implementation of the recommendations in the 2005 Water Master Plan, including replacement for waterlines in arterial streets, and begin utilization of the water hydraulic model for responding to development impacts. (Council goal 1-2, 1-4 and 4-19)	Bond financing approved December 2006 for CIP
06-07	Amend Pomona's Water System Operating Permit from the Department of Health Services to include Well Nos. 24 and 36. (Council goal 1-2, 1-4 and 4-19)	Well 36 completed March 2006, Well 24 on hold
06-07	Continue implementation of the project designed to increase water system security including Reservoir 5C and Reservoir 10. (Council goal 4-19)	Final design to be completed March 2007
06-07	Compile data for the 2006 Annual Consumer Confidence/Water Quality Report (CCR) in accordance with DHS and EPA. Publish and mail the CCR to approximately 46,000 Pomona postal customers. (Council goal 4-19)	To be completed by June 2007
06-07	Increase public awareness through direct mail for City events held. (Council goal 4-19)	Ongoing
06-07	Conduct an Ultra Low Flush Toilet (ULFT) rebate program for City of Pomona water customers. (Council goal 4-19)	Rebate program began February 2007

06-07	Implement the recommendations of the Cost of Service Study, which examined the water service (availability charge) and water usage rates for all customer classes, and established a funding mechanism for the 2005 Water Master Plan. (Council goal 1-4)	Began implementation of approved rate structure in April 2007
06-07	Enhance Interactive Voice Response System - Phase II will include added automated services to increase customer responsiveness. (Council goal 2-5)	In Progress
07-08	Oversee the construction of the expansion and upgrade of the Anion Exchange Plant. (Council goal 4-19)	Award of Contract December 2006, completion estimated by December 2007
07-08	Begin construction of Well 37 to add 1.2 mgd to potable water supply. (Council goal 4-19)	Construction contract award expected by July 2007
07-08	Evaluate the addition of disinfecting equipment to comply with Groundwater Rule at Well 27. (Council goal 4-19)	Estimated completion December 2007
07-08	Ultra Low Flush Toilet (ULFT) Rebate Program - expand marketing efforts of the program that will commence February 2007, to encourage water conservation. (Council goal 4-19)	On-going

City Council Strategic Goal

Goal No:	Goal Description	Cost
1-2	Replace waterlines in main arterial streets including Mission, Holt, Garey, Towne, Indian Hill, White, Fairplex, Temple, etc. within three years.	
1-4	Budget for systematic replacement, including realistic depreciation amount, for utilities of water and sewer lines.	
1-16	Clean water lines, check all water systems and provide protection for all water systems from terrorism and other acts.	

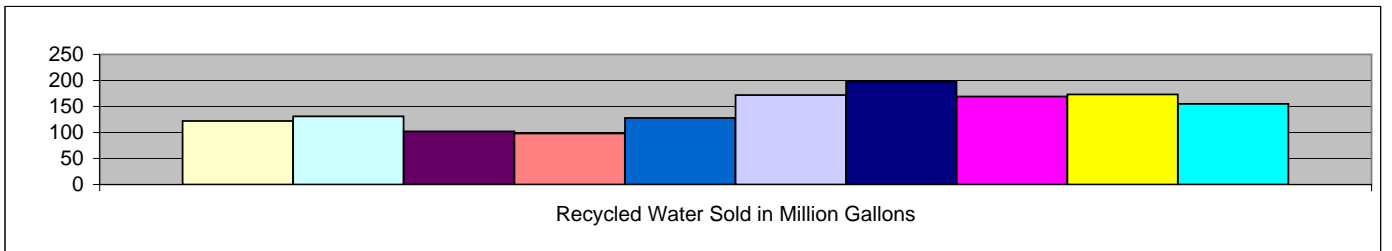
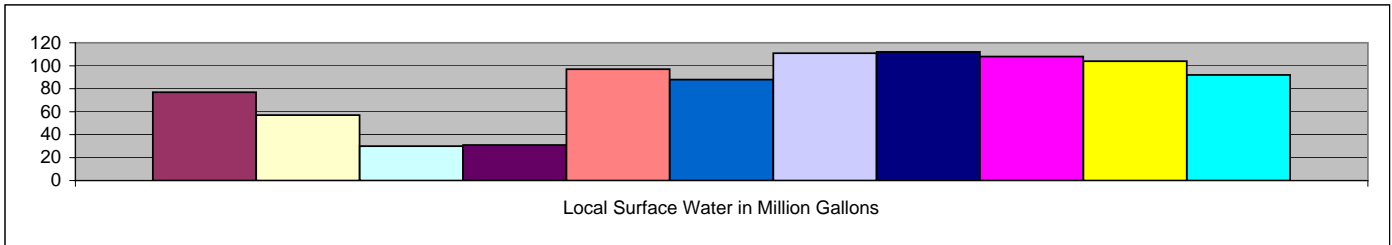
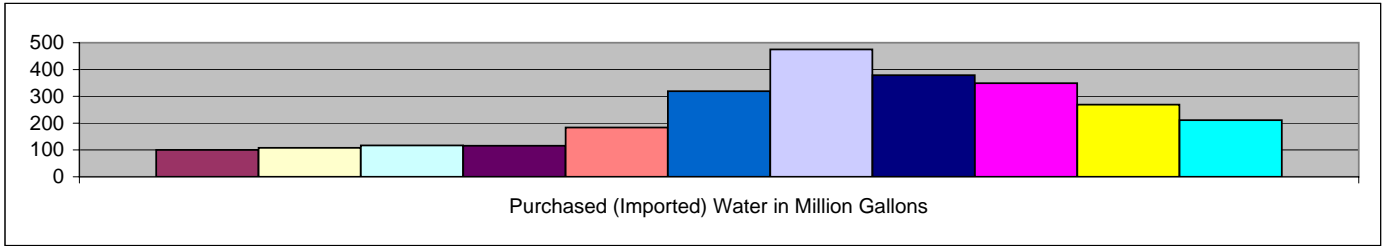
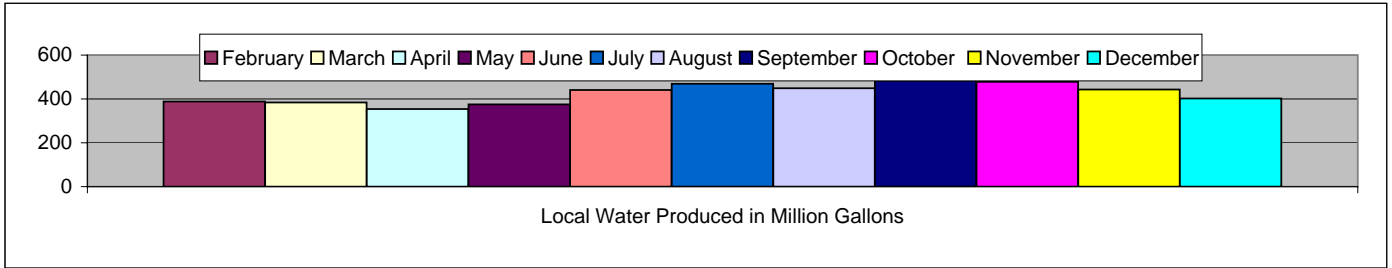
UTILITY SERVICES

WATER DIVISION

Goal Statement	To provide safe, high quality water, upon demand in an efficient manner at a reasonable cost to the citizens and businesses within the City of Pomona, by maximizing local ground water, performing effective preventive maintenance programs, and providing quality customer care.							
ANNUAL - Performance Indicators/ Performance Measures		Actual 2003/04	Actual 2004/05	Actual 2005/06	Estimated 2006/07	Adopted 2007/08		
	Annual Budget (Less Depreciation)	21,208,514	20,582,642	26,878,482	25,304,913	28,155,892		
	Allocated Staff	N/A	N/A	79.55	81.05	86.06		
	Local Water Produced in Million Gallons	5,902	5,941	5,040	6,000	6,470		
	Water Purchased in Million Gallons	3,042	1,781	2,598	2,800	2,100		
	Local Surface Water in Million Gallons	483	633	883	600	600		
	Reclaimed Water Customers	9	6	6	6	6		
	Reclaimed Water Sold in Million Gallons	2,188	1,786	1,733	2,020	1,850		
	Reservoirs Maintained (Potable & Recycled)	23	24	24	24	24		
	Mainlines Flushed in Miles	26	24	40	27	26		
	Mainline Repairs	142	125	125	125	75		
	Meters Replaced	965	836	1,200	1,200	1,115		
	Samples Collected	4,500	4,700	4,900	4,700	4,800		
	Bills Processed	182,288	179,862	189,184	226,263	228,526		
	Calls Answered	69,094	70,819	65,711	68,251	68,934		
Water Conservation Items Distributed	300	750	1,200	2,500	2,750			
MONTHLY or QUARTERLY Performance Indicators/ Measures	Local Water Produced in Million Gallons	Purchased (Imported) Water in Million Gallons	Local Surface Water in Million Gallons	Recycled Water Sold in Million Gallons	Mainline Flushed in Miles	Mainline Repairs	Samples Collected	Bills/Past Due Notices Processed
January	388	100	77	122	9.09	5	500	22,366
February	384	108	57	131	11.09	4	375	18,142
March	354	117	30	102	7.34	6	350	22,114
April	375	116	31	98	12.83	8	400	19,865
May	441	184	97	128	8.09	9	375	18,676
June	469	319	88	172	12.09	7	350	16,938
July	449	475	111	198	-	7	500	20,812
August	484	379	112	169	-	8	375	21,005
September	478	349	108	173	-	6	350	16,446
October	443	269	104	155	-	7	400	19,833
November	402	211	92	136	2.64	5	375	18,410
December	401	131	88	125	2.64	3	350	13,976
Total	5,068	2,758	995	1,709	65.81	75	4,700	228,583

Figures are consistent with the annual fiscal year data reported, and reflect the calendar year 2006 (January 1, 2006 - December 31, 2006).

UTILITY SERVICES
WATER DIVISION



UTILITY SERVICES
RECYCLED WATER DIVISION

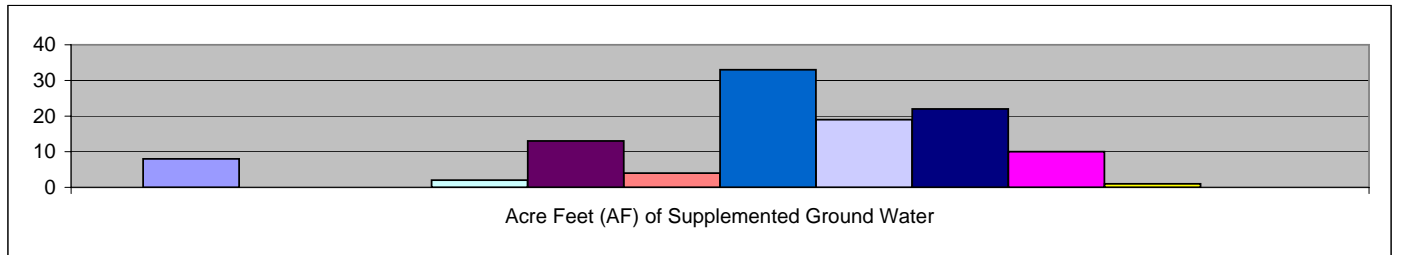
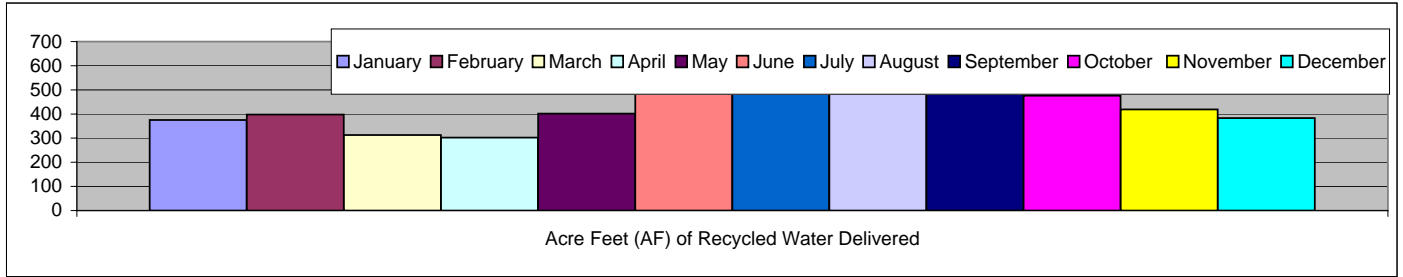
Goal Statement	To provide recycled water from the Pomona Reclamation Plant and impaired wells for reuse in agricultural, industrial and irrigation landscape applications. This goal is realized by maintaining a contract with the Los Angeles County Sanitation Districts (LACSD), thereby enabling the City to buy and sell recycled water to retail customers and by operating non-potable water wells.
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ANNUAL - Performance Indicators/ Performance Measures		Actual	Actual	Actual	Estimated	Adopted
		2003/04	2004/05	2005/06	2006/07	2007/08
Water Reclamation Budget - Water Fund		737,708	720,523	779,166	785,698	949,424
Allocated Staff		N/A	N/A	N/A	N/A	N/A
Number of Active Services		9	6	6	6	6
Acre Feet (AF) of Recycled Water Delivered		6,187	5,056	6,000	6,200	5,678
Acre Feet (AF) of Supplemented Ground Water		527	424	300	300	300

MONTHLY or QUARTERLY Performance Indicators/ Measures	Acre Feet (AF) of Recycled Water Delivered	Acre Feet (AF) of Supplemented Ground Water						
January	375	8						
February	398	-						
March	313	-						
April	302	2						
May	402	13						
June	529	4						
July	607	33						
August	520	19						
September	531	22						
October	476	10						
November	419	1						
December	383	-						
	5,255	112	0	0				

Figures are consistent with the annual fiscal year data reported, and reflect the calendar year 2006 (January 1, 2006 - December 31, 2006).

UTILITY SERVICES
RECYCLED WATER DIVISION



Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 510 Water Operations Funds

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
510-0000-53110 Rpr Tel Eqpt-Materials & Supp	7,381.78	10,000	10,000	100%	10,000	0%
510-0000-53470 Laboratory Supplies	13,731.36	23,245	23,245	100%	22,645	3-%
510-0000-53600 Pump/Plant Maint/Repair	89,165.25	168,220	177,200	105%	294,685	75%
510-0000-53620 Reservoir Repair	10,834.68	24,100	18,000	75%	18,600	23-%
Total Controllable Exp	885,912.45	1,369,585	1,311,285	96%	1,071,845	23-%
510-0000-52141 Comm Svc Org Dues	4,974.94	5,045	4,000	79%	5,200	3%
510-0000-52160 Pub, Print Ord/Res/Legals	0.00	100	100	100%	100	0%
510-0000-52180 Audit Services	33,829.00	35,000	35,842	102%	38,000	9%
510-0000-52200 Legal Expense	20,362.82	25,000	25,000	100%	26,250	5%
510-0000-52298 Hazardous Matls Compliance	0.00	2,500	2,500	100%	0	100-%
510-0000-52299 Regulatory Compliance	40,332.80	50,995	51,660	101%	53,800	6%
510-0000-52305 Supplemental Legal Services	185,710.66	90,500	82,500	91%	85,500	6-%
510-0000-52390 Uniform Service	15,139.56	16,300	16,300	100%	19,000	17%
510-0000-52572 Contracts-Lease Equip	427,928.22	444,009	444,009	100%	446,745	1%
510-0000-52951 Fiscal Agent Trustee Fees	6,275.00	5,300	5,300	100%	3,300	38-%
510-0000-53200 Assessments	692,837.92	996,833	1,111,837	112%	1,128,750	13%
510-0000-53220 Taxes	5,966.46	9,000	11,009	122%	7,343	18-%
510-0000-53640 MWD Purchases	2,634,934.73	3,605,917	3,963,750	110%	3,888,440	8%
510-0000-53641 LACSD Purchases	539,057.70	440,000	539,100	123%	624,000	42%
510-0000-53700 Valve Maintenance/Repair	27,154.06	32,300	29,000	90%	32,000	1-%
510-0000-53720 Main Line Maint/Repair	32,835.02	84,341	71,100	84%	71,100	16-%
510-0000-53760 Fire Hydrant Maint/Repair	42,931.98	35,000	42,000	120%	45,000	29%
510-0000-53780 Services Maint/Repair	77,427.89	76,790	71,000	92%	71,500	7-%
510-0000-53799 New Meter/Svc Installation	55,427.25	61,000	36,000	59%	36,000	41-%
510-0000-53800 Meter Maintenance/Repair	62,369.31	72,500	68,800	95%	68,800	5-%
510-0000-53880 Water Treatment	445,697.73	606,575	350,000	58%	549,000	9-%
510-0000-53885 Water Quality Testing/Maint	193,454.68	190,000	155,000	82%	154,000	19-%
510-0000-54030 ACS - GIS Contract	127,829.61	124,517	124,517	100%	0	100-%
510-0000-56207 Franchise In-Lieu Fee	1,083,872.00	1,264,667	1,122,228	89%	1,178,663	7-%
510-0000-58910 Depreciation Expense	2,221,522.67	2,107,135	2,107,135	100%	2,352,207	12%
510-0000-58920 Uncollectible Accounts	378,676.06	410,000	410,000	100%	450,087	10%
Total Required Exp	9,356,548.07	10,791,324	10,879,687	101%	11,334,785	5%
510-0000-52070 Gas & Electricity	1,263,610.95	1,944,000	1,976,000	102%	2,432,000	25%
510-0000-52121 Telephone Service Expense	45,750.47	45,432	44,791	99%	33,219	27-%
510-0000-52126 Tel Moves/Changes/Equip	912.86	2,050	1,000	49%	1,000	51-%
510-0000-52128 Cellular/Pagers	3,741.87	7,255	5,785	80%	5,825	20-%
Total Utilities	1,314,016.15	1,998,737	2,027,576	101%	2,472,044	23%
510-0000-52185 Info Systems Allocation	160,030.80	173,736	162,530	94%	255,333	47%
510-0000-52235 Claims Exp - Liab	0.00	0	0	N/A	280,318	N/A
510-0000-52236 Claims Exp - Unemployment	0.00	0	0	N/A	1,100	N/A
510-0000-52237 Claims Exp - WC	0.00	0	0	N/A	113,088	N/A
510-0000-52245 Ins - Liability	781,972.00	73,004	73,004	100%	137,829	89%
510-0000-52246 Ins - Unemployment	8,787.00	7,561	7,561	100%	9,731	29%
510-0000-52247 Ins - Workers' Compensation	155,341.00	109,123	113,123	104%	100,712	8-%
510-0000-52420 Fleet Operation	301,987.00	460,002	460,002	100%	356,219	23-%

Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 510 Water Operations Funds

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0000 ALL DEPARTMENTS						
510-0000-51001 Salaries-Mgmt/Confidential	1,353,843.23	1,706,699	1,714,124	100%	2,031,786	19%
510-0000-51003 Salaries-General Service	2,380,768.82	2,882,468	2,692,058	93%	3,089,044	9%
510-0000-51031 Joint Power Commission	800.00	2,400	2,400	100%	1,000	58-%
510-0000-51037 Overtime - Hourly	0.16	0	0	N/A	0	N/A
510-0000-51038 Overtime-Mgmt/Conf	52,013.59	48,344	79,700	165%	82,450	71%
510-0000-51040 Hourly	67,989.03	120,240	54,472	45%	74,667	38-%
510-0000-51041 Overtime - Gen Svc	89,188.06	99,859	121,625	122%	120,925	21%
510-0000-51042 Holiday	7,382.85	11,934	10,650	89%	11,100	7-%
510-0000-51044 Standby-NonSworn	69,731.34	80,002	87,450	109%	90,656	13%
510-0000-51055 Temporary Agency Svcs	22,100.00	3,700	3,700	100%	0	100-%
510-0000-51059 Retirement/Termination Payout	98,945.54	916	6,040	659%	67,996	7323%
510-0000-51060 Bilingual Pay	2,424.94	2,450	2,450	100%	2,550	4%
510-0000-51066 Callback Pay	11,834.23	16,533	18,206	110%	19,283	17%
510-0000-51075 Sick Leave/Vac Buyback	19,205.20	28,053	29,891	107%	31,423	12%
510-0000-51076 Comp Time/Exec Leave Buyback	3,618.87	1,620	122	8%	110	93-%
510-0000-51800 Benefits-Non Sworn	1,501,015.29	1,800,471	1,709,648	95%	1,967,821	9%
510-0000-51860 Benefits-Hourly	920.79	1,975	1,404	71%	1,076	46-%
510-0000-52461 Tuition Reimbursement	1,211.89	7,230	6,700	93%	7,700	7%
Total Personnel	5,682,993.83	6,814,894	6,540,640	96%	7,599,587	12%
510-0000-52968 Principal Paid	1,125,000.00	1,170,000	1,170,000	100%	0	100-%
510-0000-52970 Interest Expense	2,305,959.50	2,461,363	3,623,096	147%	5,254,953	113%
Total Debt Service	3,430,959.50	3,631,363	4,793,096	132%	5,254,953	45%
510-0000-52060 Office Supplies	24,334.15	26,495	26,195	99%	26,295	1-%
510-0000-52063 Postage	90,227.33	100,432	97,132	97%	103,417	3%
510-0000-52064 Printing & Copying	29,535.40	30,294	35,344	117%	36,050	19%
510-0000-52080 Other Expense	4,046.70	2,500	2,500	100%	7,500	200%
510-0000-52090 Mileage Reimbursement	81.58	280	230	82%	230	18-%
510-0000-52130 Prof Development - Training	20,910.01	42,426	39,809	94%	48,310	14%
510-0000-52140 Dues & Subscriptions	12,767.74	14,700	14,329	97%	13,835	6-%
510-0000-52170 Building and Yard Repairs	18,422.15	7,825	4,250	54%	4,330	45-%
510-0000-52191 Advertising	2,268.00	9,700	7,000	72%	3,500	64-%
510-0000-52197 Public Relations/Info	14,490.90	63,955	65,000	102%	65,000	2%
510-0000-52285 Controllable Contract Services	300,586.22	634,843	536,378	84%	233,615	63-%
510-0000-52381 Equipment Maint/Repair	85,320.43	17,033	57,623	338%	64,794	280%
510-0000-52402 Small Tools & Equipment	40,859.15	48,218	44,604	93%	49,939	4%
510-0000-52403 Computer Related Acquisitions	15,755.39	22,002	37,202	169%	37,900	72%
510-0000-52425 Vehicle Expense-Outside Vendor	4,010.25	7,860	7,844	100%	6,100	22-%
510-0000-52570 Contracts	87,000.00	94,250	87,000	92%	0	100-%
510-0000-52581 Office Equip Maint/Repair	3,082.43	6,190	3,500	57%	5,000	19-%
510-0000-52590 Fertilizers/Insecticides	0.00	2,000	0	0%	3,000	50%
510-0000-52620 Activity Program Supplies	0.00	3,400	7,500	221%	7,500	121%
510-0000-52645 Safety Supplies	2,198.20	3,392	3,400	100%	3,600	6%
510-0000-52800 Equipment Rental	6,899.69	0	0	N/A	0	N/A
510-0000-53060 Building & Yard Supplies	2,003.66	6,225	6,000	96%	6,000	4-%



Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 510 Water Operations Funds

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
510-0000-53910 Admin Service Charge	1,124,426.50	1,289,462	1,289,217	100%	1,511,195	17%
Total Alloc Costs & Self Ins	2,532,544.30	2,112,888	2,105,437	100%	2,765,525	31%
510-0000-59970 Recovered Costs-Admin Svc Chg	(526,216.56)	(545,986)	(545,986)	100%	(453,450)	17-%
Total Recovered Cost	(526,216.56)	(545,986)	(545,986)	100%	(453,450)	17-%
510-0000-66180 Furniture & Equipment	17,651.43	11,950	15,000	126%	15,000	26%
510-0000-66182 Automobiles & Trucks	232,450.83	245,493	243,054	99%	174,131	28-%
510-0000-66189 Other Equipment	49,721.13	0	0	N/A	0	N/A
510-0000-66193 Automation Acquisitions	12,997.50	65,000	50,000	77%	0	100-%
510-0000-66197 Land Acquisitions	0.00	316,800	316,800	100%	0	100-%
Total Capital	312,820.89	639,243	624,854	98%	189,131	70-%
510-0000-89922 Transfer to Capital Outlay	10,500.00	0	0	N/A	0	N/A
510-0000-89923 Transfer to Debt Service	600,000.00	600,000	600,000	100%	273,679	54-%
510-0000-89951 Transfer to Water CIP Projects	549,583.15	0	0	N/A	0	N/A
510-0000-89956 Transfer to Self Ins Fund	500,000.00	0	0	N/A	0	N/A
Total Transfer Out	1,660,083.15	600,000	600,000	100%	273,679	54-%
510-0000-81954 Loss on Disposal of Assets	4,977.00	0	0	N/A	0	N/A
Total Other Financing Uses	4,977.00	0	0	0%	0	0%
TOTAL Water Operations Funds	24,654,638.78	27,412,048	28,336,589	103%	30,508,099	101%

Utility Services - Water - Capitalized Improvements

PROGRAM DESCRIPTION

- The goal of the Capitalized Improvements Program is to account for all the fixed assets of the City's water system, by monitoring all costs associated with the construction of assets, capitalizing such cost upon completion of construction, tracking each asset's useful life, recording depreciation expense annually for all assets, planning and preparing for the replacement of aging assets, all in accordance with Generally Accepted Accounting Principles (GAAP), so that the City can accurately track the true cost of providing water to its customers and bill such customers accordingly, and plan in an appropriate manner for the construction of new and/or replacement capital improvements.

Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 520 Water Capital Improvement Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0000 ALL DEPARTMENTS						
520-0000-51001 Salaries-Mgmt/Confidential	136,364.17	0	0	N/A	0	N/A
520-0000-51003 Salaries-General Service	54,728.54	0	0	N/A	0	N/A
520-0000-51040 Hourly	3,003.66	0	0	N/A	0	N/A
520-0000-51041 Overtime - Gen Svc	946.66	0	0	N/A	0	N/A
520-0000-51055 Temporary Agency Svcs	558.00	0	0	N/A	0	N/A
520-0000-51800 Benefits-Non Sworn	53,423.08	0	0	N/A	0	N/A
Total Personnel	249,024.11	0	0	0%	0	0%
520-0000-52060 Office Supplies	798.00	0	0	N/A	0	N/A
520-0000-52063 Postage	322.45	0	0	N/A	0	N/A
520-0000-52064 Printing & Copying	2,099.85	0	0	N/A	0	N/A
520-0000-52162 Advertising - Personnel	688.80	0	0	N/A	0	N/A
520-0000-52191 Advertising	698.40	0	0	N/A	0	N/A
520-0000-52285 Controllable Contract Services	719,844.17	0	0	N/A	0	N/A
520-0000-58030 Construction	3,001,094.07	0	0	N/A	0	N/A
520-0000-58032 Construction Retention	289,602.63	0	0	N/A	0	N/A
520-0000-58040 Construction Eng/Insp	9,160.50	0	0	N/A	0	N/A
Total Controllable Exp	4,024,308.87	0	0	0%	0	0%
520-0000-52160 Pub, Print Ord/Res/Legals	648.00	0	0	N/A	0	N/A
520-0000-52257 Claims Expense	7,152.00	0	0	N/A	0	N/A
520-0000-52305 Supplemental Legal Services	16,525.00	0	0	N/A	0	N/A
520-0000-59990 Deposits Refunded	15,764.87	0	0	N/A	0	N/A
Total Required Exp	40,089.87	0	0	0%	0	0%
520-0000-66196 Capital Improvements	0.00	4,406,715	0	0%	47,923,983	442%
Total Capital Improvements	0.00	4,406,715	0	0%	47,923,983	442%
520-0000-89930 Transfers To Other Funds	131,942.54	0	0	N/A	0	N/A
520-0000-89957 Transfer To Ser AN Cap Proj	0.00	0	0	N/A	3,650,000	N/A
Total Transfer Out	131,942.54	0	0	0%	3,650,000	0%
TOTAL Water Capital Improvement Fund	4,445,365.39	4,406,715	0	0%	51,573,983	404%

Department: Utility Services	Division: Sewer Operations	Fund: SEWER
Department #: 2598	Division #: 2505-2522	Fund #: 550

Division Description:
 The Sewer Division provides for the safe, effective, and efficient operation of the wastewater collection and conveyance system through maintenance services, engineering services, customer service, and financial oversight. The division also provides twenty-four (24) hour emergency service in order to respond to system failures, to minimize sanitary sewer overflows, comply with regulatory mandates, and ensure the public's health and safety.

2007-08 Adopted Budget Numbers

Fund	Expense	Revenue	Exp less Rev	Allocated Staff
Sewer	4,451,467	4,081,159	370,308	9.20
Less Deprec. Expense	(751,494)	-	(751,494)	-
Total	3,699,973	4,081,159	(381,186)	9.20

Supplemental Requests

Item	Justification	Amount
CTY Connect Phone System	This system will allow City residents to be notified of emergencies, announcements, and other significant information via a recorded phone messaging system.	33,333
Utility Trailer	Utility Trailer will offer maximum mobility when responding to emergency sewer overflows.	20,000
1/2 Ton Truck with extended cab	Truck for new Wastewater Crew Chief position to be utilized during the course of a work day.	19,500

Service level changes based on proposed spending level:

Service	Change
Cost of Service Study	In April and October 2007, implement the approved sewer rate adjustments based on recommendations of the Cost of Service Study to fund the approved 2005 Sewer Master Plan.
Sewer Lines Cleaned	Increase CCTV inspection of sewer lines by five miles to help target routine maintenance as well as ensure compliance with Federal and State regulations.
Waste Discharge Requirements (WDR) Implementation	Finalize the preparation of Sewer System Management Plan by December 2007.

Programs and Service Indicators

Program	Indicator
Sewer Line Maintenance	100 miles of sewer cleaned 50 miles of sewer inspected 2.5 miles of sewer treated
Manholes Serviced	500 manholes structures sprayed for insects 5 manholes restored to grade

Status of Department Goals

Goal Year	Goal	Status
06-07	Commence implementation of the recommendations of the 2005 Sewer Master Plan, and utilize the hydraulic sewer analysis model to predict development impacts. (Council goal 1-4, 4-19)	Bond Financing approved December 2006 for CIP
06-07	Implement the new requirements of the California Environmental Protection Agency - State Water Resources Control Board's Statewide Collection Systems Waste Discharge Requirements (WDR). (Council goal 1-4, 4-19)	Registered with EPA September 2006
06-07	Provide adequate capacity to convey peak wet weather flows through implementation of the Capital Improvement Program (CIP) project recommendations outlined in the 2005 Sewer Master Plan. (Council goal 1-4, 4-19)	Bond Financing approved December 2006 for CIP
06-07	Insure compliance with the new Monitor & Report Program (MRP), which is scheduled to become effective in 2006-07 fiscal year. This program is implemented through an on-line database. (Council goal 1-4, 4-19)	Implemented January 2007
06-07	Develop and implement Sewer System Management Plans (SSMPs) to include essential elements defined in the state permit for public conveyance systems. At a public meeting, certify the SSMP and the program to insure permit compliance. (Council goal 1-4, 4-19)	Hired Consultant December 2006 to develop SSMP.
06-07	Utilize technology to more efficiently manage the wastewater collection system, through integration of the GIS with an interactive hydraulic sewer analysis model, and through new software to aid in the establishment of work orders, record keeping and performance measurement standards. (Council goal 1-4, 4-19)	Pending GIS Updates
06-07	Implement the recommendations of the Cost of Service Study, which examined the sewer service and sewer usage rates for all customer classes, and established a funding mechanism for the approved Sewer Master Plan. (Council goal 1-4, 4-19)	Bond Financing approved December 2006 for CIP



07-08	Begin Implementation of the Sewer System Management Plan (SSMP)	Estimated Completion of SSMP December 2007.
07-08	Continue to develop a list of CIP Projects as identified by CCTV inspections.	On-going

City Council Strategic Goal

Goal No:	Goal Description	Cost
1-4	Budget for systematic replacement, including realistic depreciation amount, for utilities of water and sewer lines.	
4-19	Promote our vision of "clean, safe, family neighborhoods."	

UTILITY SERVICES
SEWER DIVISION

Goal Statement

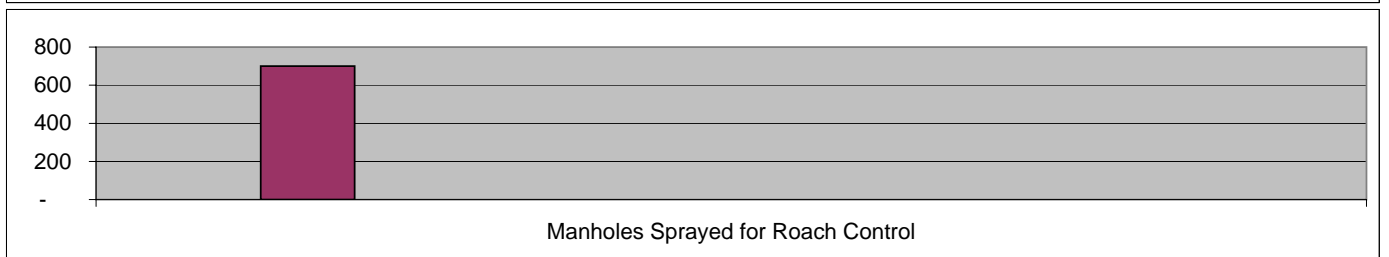
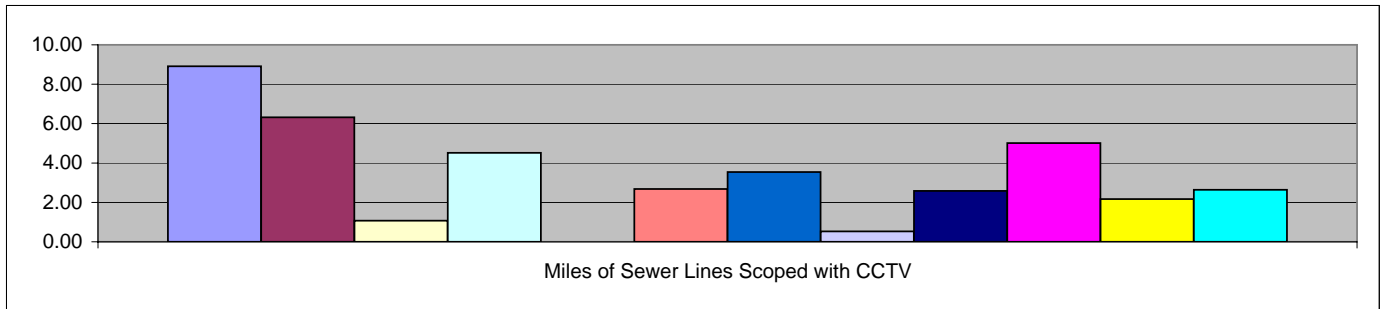
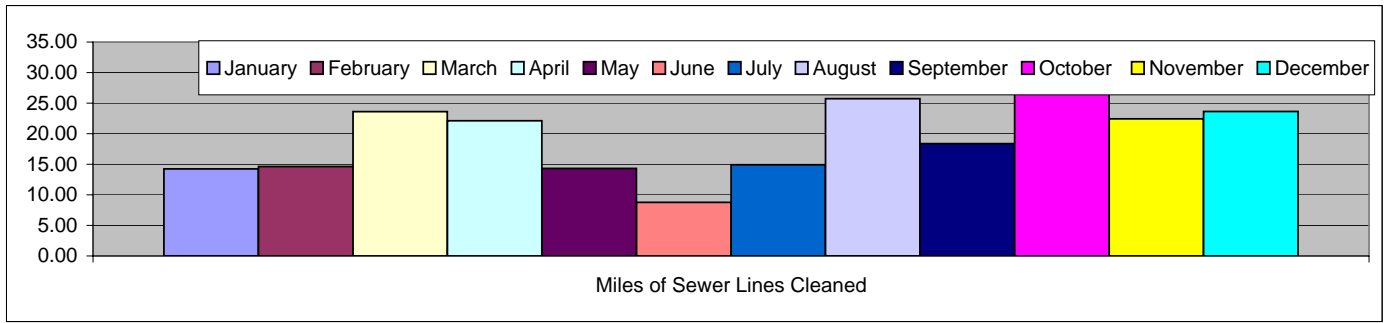
The Sewer Division provides for the safe, effective, and efficient operation of the wastewater collection and conveyance system through maintenance services, engineering services, customer services, and financial oversight. The Division also responds to emergencies around the clock, and in the event of a system failure, works to minimize sewer overflows, comply with regulatory mandates, and ensure the public's health and safety.

ANNUAL - Performance Indicators/ Performance Measures	Actual	Actual	Actual	Estimated	Adopted
	2003/04	2004/05	2005/06	2006/07	2007/08
Annual Budget (Less Depreciation)	3,099,093	3,359,266	3,262,213	3,564,368	3,699,973
Allocated Staff	N/A	N/A	8.31	9.31	9.20
Miles of Sewer Lines Cleaned	242	200	160	100	150
Miles of Sewer Lines Scoped with CCTV	0	30	60	50	50
Manholes Sprayed for Roach Control	500	500	500	500	500
Manholes Brought to Grade	20	10	5	5	5
Miles of Sewer Line Treated for Root Control	1.3	1.9	2.5	2.5	3.0

MONTHLY or QUARTERLY Performance Indicators/ Measures	Miles of Sewer Lines Cleaned	Miles of Sewer Lines Scoped with CCTV	Manholes Sprayed for Roach Control	Manholes Brought to Grade	Miles of Sewer Line Treated for Root Control	Sanitary Sewer Overflows		
January	14.23	8.91	-	-	-	-		
February	14.64	6.32	700	-	-	-		
March	23.60	1.07	-	-	-	-		
April	22.12	4.52	-	-	0.73	1		
May	14.31	-	-	-	-	-		
June	8.78	2.68	-	2	-	2		
July	14.91	3.54	-	-	-	-		
August	25.72	0.53	-	-	-	1		
September	18.37	2.58	-	1	-	-		
October	31.45	5.01	-	-	-	-		
November	22.43	2.17	-	-	-	-		
December	23.65	2.64	-	-	-	-		
	234.21	39.97	700	3	0.73	4		

Figures are consistent with the annual fiscal year data reported, and reflect the calendar year 2006 (January 1, 2006 - December 31, 2006).

**UTILITY SERVICES
SEWER DIVISION**



Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 550 Sewer Operations

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0000 ALL DEPARTMENTS						
550-0000-51001 Salaries-Mgmt/Confidential	145,911.05	244,683	200,060	82%	293,279	20%
550-0000-51003 Salaries-General Service	261,384.57	305,837	305,837	100%	306,642	0%
550-0000-51041 Overtime - Gen Svc	5,823.73	7,781	6,200	80%	5,830	25-%
550-0000-51042 Holiday	0.00	144	143	99%	0	100-%
550-0000-51044 Standby-NonSworn	21,928.36	22,313	28,429	127%	29,355	32%
550-0000-51059 Retirement/Termination Payout	7,792.11	559	558	100%	0	100-%
550-0000-51060 Bilingual Pay	551.15	550	550	100%	600	9%
550-0000-51066 Callback Pay	2,476.65	1,913	2,000	105%	2,585	35%
550-0000-51075 Sick Leave/Vac Buyback	1,616.13	2,290	2,077	91%	2,366	3%
550-0000-51076 Comp Time/Exec Leave Buyback	38.14	0	0	N/A	0	N/A
550-0000-51800 Benefits-Non Sworn	148,956.65	194,866	194,866	100%	209,326	7%
Total Personnel	596,478.54	780,936	740,720	95%	849,983	9%
550-0000-52968 Principal Paid	165,000.00	175,000	175,000	100%	180,000	3%
550-0000-52970 Interest Expense	637,756.58	638,484	664,930	104%	1,271,360	99%
Total Debt Service	802,756.58	813,484	839,930	103%	1,451,360	78%
550-0000-52060 Office Supplies	851.10	654	654	100%	675	3%
550-0000-52064 Printing & Copying	0.00	319	358	112%	320	0%
550-0000-52080 Other Expense	943.36	0	0	N/A	1,250	N/A
550-0000-52130 Prof Development - Training	2,166.00	3,510	3,510	100%	5,452	55%
550-0000-52140 Dues & Subscriptions	1,297.00	1,300	1,300	100%	1,400	8%
550-0000-52191 Advertising	19.05	4,716	4,712	100%	0	100-%
550-0000-52285 Controllable Contract Services	75,051.04	159,434	154,509	97%	97,850	39-%
550-0000-52402 Small Tools & Equipment	10,501.63	11,000	11,000	100%	11,000	0%
550-0000-52403 Computer Related Acquisitions	821.92	2,663	2,663	100%	2,200	17-%
550-0000-52425 Vehicle Expense-Outside Vendor	4,918.80	550	537	98%	550	0%
550-0000-52430 Other Supplies/Materials	1,893.51	3,161	3,161	100%	3,150	0-%
550-0000-52570 Contracts	43,500.00	3,625	0	0%	0	100-%
550-0000-52580 General Maint & Repairs	9,024.66	17,500	17,500	100%	19,500	11%
550-0000-52910 Services by Other Depts	263,108.28	272,993	272,993	100%	226,725	17-%
Total Controllable Exp	414,096.35	481,425	472,897	98%	370,072	24-%
550-0000-52180 Audit Services	8,207.00	8,577	8,577	100%	8,577	0%
550-0000-52200 Legal Expense	97.28	5,000	1,000	20%	1,000	80-%
550-0000-52299 Regulatory Compliance	5,683.25	7,000	7,000	100%	7,000	0%
550-0000-52305 Supplemental Legal Services	9,982.46	0	0	N/A	0	N/A
550-0000-52390 Uniform Service	1,576.99	1,800	1,800	100%	2,000	11%
550-0000-52572 Contracts-Lease Equip	41,940.78	42,882	42,882	100%	42,882	0%
550-0000-52951 Fiscal Agent Trustee Fees	4,770.10	5,400	5,400	100%	5,400	0%
550-0000-52952 Bond/Note Issuance Exp	13,962.54	0	0	N/A	0	N/A
550-0000-52957 Bond Arbitrage Rebate Services	3,000.00	2,000	2,000	100%	2,000	0%
550-0000-52959 Loss on Refunding	58,195.24	0	0	N/A	0	N/A
550-0000-54030 ACS - GIS Contract	109,274.99	106,729	106,729	100%	0	100-%
550-0000-56207 Franchise In-Lieu Fee	141,876.00	166,303	166,303	100%	174,658	5%
550-0000-58910 Depreciation Expense	752,752.01	752,629	752,629	100%	751,494	0-%

Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 550 Sewer Operations

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
550-0000-58920 Uncollectible Accounts	50,992.18	10,000	20,000	200%	20,000	100%
Total Required Exp	1,202,310.82	1,108,320	1,114,320	101%	1,015,011	8-%
550-0000-52070 Gas & Electricity	41,091.06	52,000	83,000	160%	92,300	78%
550-0000-52121 Telephone Service Expense	6,133.68	6,321	6,321	100%	7,131	13%
550-0000-52128 Cellular/Pagers	664.59	917	900	98%	900	2-%
Total Utilities	47,889.33	59,238	90,221	152%	100,331	41%
550-0000-52185 Info Systems Allocation	14,684.14	14,913	14,913	100%	155,683	944%
550-0000-52236 Claims Exp - Unemployment	0.00	0	0	N/A	550	N/A
550-0000-52237 Claims Exp - WC	0.00	0	0	N/A	4,926	N/A
550-0000-52245 Ins - Liability	4,601.00	292,757	292,757	100%	15,132	95-%
550-0000-52246 Ins - Unemployment	4,868.00	4,297	4,297	100%	1,070	75-%
550-0000-52247 Ins - Workers' Compensation	28,632.00	107,266	107,266	100%	11,058	90-%
550-0000-52420 Fleet Operation	59,750.00	66,428	66,428	100%	76,758	16%
550-0000-53910 Admin Service Charge	116,903.11	127,327	146,828	115%	169,997	34%
Total Alloc Costs & Self Ins	229,438.25	612,988	632,489	103%	435,174	29-%
550-0000-66180 Furniture & Equipment	20,026.25	0	0	N/A	0	N/A
550-0000-66182 Automobiles & Trucks	0.00	43,606	43,606	100%	0	100-%
550-0000-66193 Automation Acquisitions	5,420.00	0	0	N/A	0	N/A
Total Capital	25,446.25	43,606	43,606	100%	0	100-%
550-0000-89922 Transfer to Capital Outlay	10,500.00	0	0	N/A	0	N/A
550-0000-89923 Transfer to Debt Service	417,000.00	417,000	417,000	100%	190,036	54-%
550-0000-89931 Transfer To Sewer Constr Fund	172,579.67	0	0	N/A	0	N/A
550-0000-89956 Transfer to Self Ins Fund	96,469.00	0	0	N/A	0	N/A
Total Transfer Out	696,548.67	417,000	417,000	100%	190,036	54-%
TOTAL Sewer Operations Fund	4,014,964.79	4,316,997	4,351,183	101%	4,451,467	3%

Utility Services - Sewer - Capitalized Improvements

PROGRAM DESCRIPTION

- The goal of the Capitalized Improvements Program is to account for all the fixed assets of the City's sewer system, by monitoring all costs associated with the construction of assets, capitalizing such cost upon completion of construction, tracking each asset's useful life, recording depreciation expense annually for all assets, planning and preparing for the replacement of aging assets, all in accordance with Generally Accepted Accounting Principles (GAAP), so that the City can accurately track the true cost of providing water to its customers and bill such customers accordingly, and plan in an appropriate manner for the construction of new and/or replacement capital improvements.

Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 540 Sewer Capital Improvement Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0000 ALL DEPARTMENTS						
540-0000-51001 Salaries-Mgmt/Confidential	2,928.31	0	0	N/A	0	N/A
540-0000-51003 Salaries-General Service	1,218.24	0	0	N/A	0	N/A
540-0000-51800 Benefits-Non Sworn	1,079.35	0	0	N/A	0	N/A
Total Personnel	5,225.90	0	0	0%	0	0%
540-0000-52063 Postage	67.78	0	0	N/A	0	N/A
540-0000-52064 Printing & Copying	318.71	0	0	N/A	0	N/A
540-0000-52191 Advertising	824.40	0	0	N/A	0	N/A
540-0000-52285 Controllable Contract Services	17,742.25	0	0	N/A	0	N/A
540-0000-58030 Construction	149,331.60	0	0	N/A	0	N/A
540-0000-58032 Construction Retention	16,592.40	0	0	N/A	0	N/A
540-0000-58040 Construction Eng/Insp	413.00	0	0	N/A	0	N/A
540-0000-58060 Construction Management/Insp.	23,480.00	0	0	N/A	0	N/A
Total Controllable Exp	208,770.14	0	0	0%	0	0%
540-0000-66196 Capital Improvements	0.00	1,791,500	0	0%	13,377,835	647%
Total Capital Improvements	0.00	1,791,500	0	0%	13,377,835	647%
540-0000-89957 Transfer To Ser AN Cap Proj	0.00	0	0	N/A	60,500	N/A
Total Transfer Out	0.00	0	0	0%	60,500	0%
TOTAL Sewer Capital Improvement Fund	213,996.04	1,791,500	0	0%	13,438,335	650%

Department: Utility Services	Division: Solid Waste	Fund: REFUSE
Department #: 2700	Division #: 2505 - 2616	Fund #: 582

Division Description:
 The Solid Waste Division performs Citywide residential, Solid Waste collection service in a professional, safe and efficient manner; provides effective oversight of the Commercial Solid Waste Franchise system; provides Community Clean-up Program (stationary events) and Illegal Dumping Abatement; administers the abandoned shopping cart retrieval program; administers special Solid Waste collection programs in focused areas; as well as administers grant programs, such as used oil, beverage container recycling, etc.

2007-08 Adopted Budget Numbers

Fund	Expense	Revenue	Exp less Rev	Allocated Staff
Refuse	8,500,193	7,622,720	877,473	21.26
Less Deprec. Expense	(97,198)		(97,198)	-
Total	8,402,995	7,622,720	780,275 *	21.26

* Will use available reserves

Supplemental Requests

Item	Justification	Amount

Service level changes based on proposed spending level:

Service	Change
Residential Curbside Collection	The Direct Transfer Facility completed a second full year of operation, helping to contain costs.
Community Clean-up Events	Changed to the standard two (2) Community Clean-up Events per Council District. Maintain the electronic waste collection at all events.
Tire Recycling	In conjunction with Los Angeles County, hold a citywide Tire Recycling event, with minimal funding from the City.

Programs and Service Indicators

Program	Indicator
Residential Curbside Collection	160 tons per day of refuse collected 65 tons per day of greenwaste collected 35 tons per day of recyclable items collected 2,900 special pick-ups per month
Community Clean-up Events	3 community clean-ups conducted per District 1,800 tons collected
Abandoned Shopping Cart Retrieval Program	21,000 carts collected

Used Oil & Filter- Collection Centers	50,000 gallons of oil collected 75 filters collected
Used Oil & Filter - City Events	3,600 gallons of oil collected 500 filters collected

Status of Department Goals

Goal Year	Goal	Status
06-07	Ensure the cost-effective operation of the Direct Transfer Facility. (Council goal 2-5)	On-going
06-07	Monitor recycling programs to assure compliance with the State mandated diversion rates. (Council goal 2-5)	On-going
06-07	Conduct an annual Christmas Tree Recycling Program. (Council goal 4-19)	Held a 3 week Collection Program
06-07	Continue the Used Oil and Used Oil Filter Program to ensure proper disposal. (Council goal 4-19)	12 events scheduled, two (2) per council district.
06-07	Increase the participation in the tire recycling program by combining the events with Community Clean-up and Used Oil Events, if grant funding is available. (Council goal 4-19)	Revise approach in FY 2007-08
06-07	Conduct Community Clean-up Program (stationary events) to provide an easy and convenient method for the disposal of bulky items. (Council goal 4-19)	Held three events per council district
06-07	Analyze the Residential Curbside Collection routes and perform a re-balancing, if necessary, to ensure the most effective operation. (Council goal 2-5)	On-going
06-07	Conduct a Citywide Tire Recycling Event, in conjunction with Los Angeles County, with minimal funding by the City. (Council goal 4-19)	Event held in September 2006. No cost to the City.



06-07	Perform an annual review of the Commercial Solid Waste Franchise Haulers, to assure the accuracy of reporting. (Council goal 2-5)	Ongoing
06-07	To ensure the effectiveness of the City's Commercial Franchise System, continue implementation of the Bin Impound Program, with assistance from the City's Commercial Solid Waste Franchise Haulers. (Council goal 2-5)	Continuing Program
06-07	Implement electronic waste recycling, in conjunction with the Community Clean-up Program, at all scheduled events. (Council goal 4-19)	Ongoing; Generates revenue as of August 2006
07-08	Assist in the process of design and construction of the proposed Commercial Solid Waste Transfer Station (Council goal 4-19) .	Council approval in June 2007
07-08	Enhance oil and filter collection program by offering filter exchange coupons for use by residents. Twelve events are held throughout the year, two per district (Council goal 4-19) .	First full year of enhanced services
07-08	Tire Recycling - submit grant application to CIWMB for collection of used tires at a designed vendor in Pomona (Council goal 4-19) .	Submitted February 2007, pending approval

City Council Strategic Goal

Goal No:	Goal Description	Cost
4-10	Concentrate resources on "problem neighborhoods." Prioritize needs.	
4-19	Promote our vision of "clean, safe, family neighborhoods."	

UTILITY SERVICES
REFUSE DIVISION

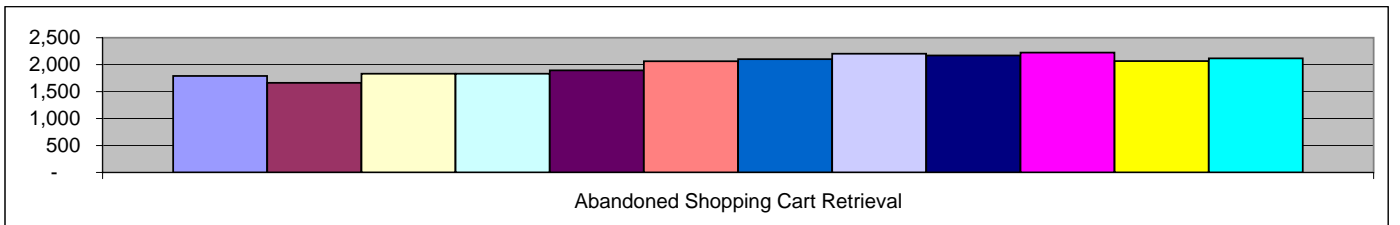
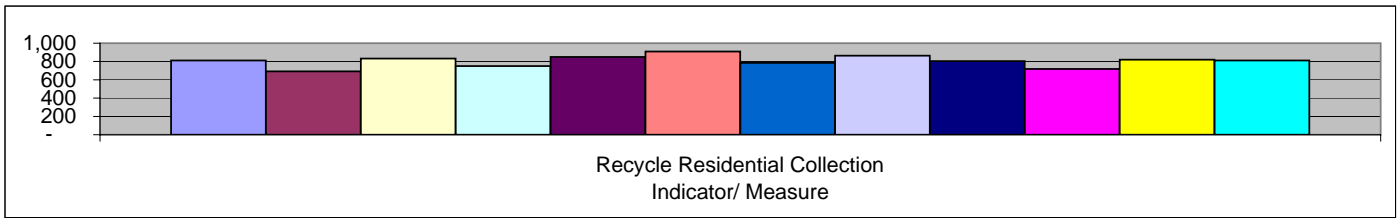
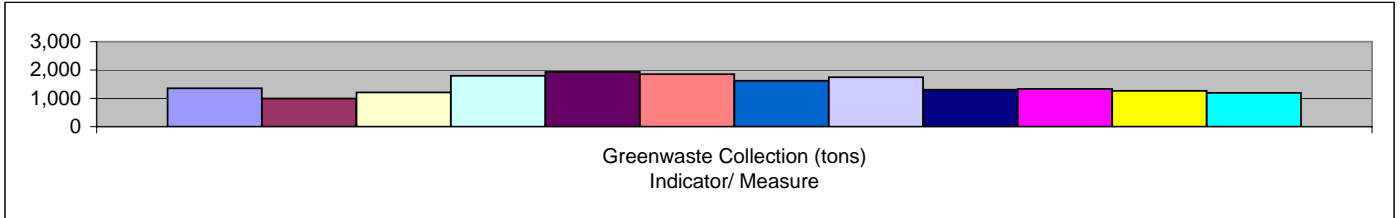
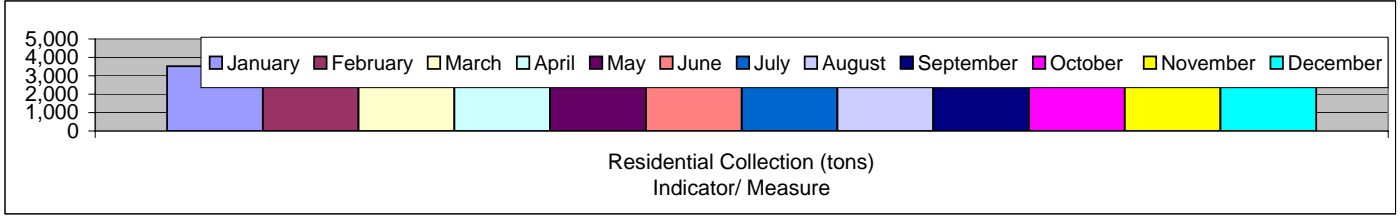
Goal Statement	To provide Citywide residential, Solid Waste collection service in a professional, safe and efficient manner by providing effective oversight of the Commercial Solid Waste Franchise system, Community Clean-up Program (stationary events) and Illegal Dumping Abatement Program; administering the abandoned shopping cart retrieval program, special Solid Waste collection programs in focused areas, grant programs, such as used oil, beverage container recycling, etc.
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ANNUAL - Performance Indicators/ Performance Measures	Actual	Actual	Actual	Estimated	Adopted
	2003/04	2004/05	2005/06	2006/07	2007/08
Annual Budget (Less Depreciation)	6,813,968	8,886,210	8,748,181	9,071,239	8,402,995
Allocated Staff	N/A	N/A	29.10	25.01	21.26
Residential Curbside Collection in Tons	42,003	37,680	41,279	42,000	42,000
Greenwaste Residential Collection in Tons	16,859	14,561	16,120	16,120	17,000
Recycle Residential Collection in Tons	9,048	9,228	9,448	9,500	9,500
Community Clean-up Events in Tons	1,141	1,644	1,150	1,800	1,212
Abandoned Shopping Cart Retrieval	24,600	18,700	21,635	21,000	21,000
Collection Centers - Gallons of Oil Collected	40,945	48,726	32,822	35,000	36,000
City Events - Gallons Used Oil Collected	2,469	3,270	3,208	3,000	3,600
City Events - Used Oil Filters Collected	521	501	500	500	600

MONTHLY or QUARTERLY Performance Indicators/ Measures	Residential Collection (tons) Indicator/ Measure	Greenwaste Collection (tons) Indicator/ Measure	Recycle Residential Collection Indicator/ Measure	Abandoned Shopping Cart Retrieval	City Events Used Oil Collected	City Events Used Oil Filters Collected		
January	3,518	1,354	811	1,791	-	-		
February	3,087	993	693	1,664	-	-		
March	3,615	1,207	832	1,832	150	20		
April	3,361	1,797	751	1,832	426	109		
May	3,780	1,933	850	1,895	1,058	109		
June	3,953	1,854	910	2,064	-	-		
July	3,393	1,620	785	2,103	-	-		
August	3,687	1,743	863	2,202	-	-		
September	3,078	1,303	804	2,169	351	45		
October	3,308	1,331	718	2,224	1,127	207		
November	3,458	1,266	819	2,066	395	52		
December	3,276	1,194	810	2,116	-	-		
	41,514	17,594	9,646	23,958	3,507	542		

Figures are consistent with the annual fiscal year data reported, and reflect the calendar year 2006 (January 1, 2006 - December 31, 2006).

UTILITY SERVICES
REFUSE DIVISION



Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 582 Refuse Operations Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0000 ALL DEPARTMENTS						
582-0000-51001 Salaries-Mgmt/Confidential	378,328.09	400,246	400,346	100%	248,736	38-%
582-0000-51003 Salaries-General Service	878,714.28	822,153	815,295	99%	850,701	3%
582-0000-51037 Overtime - Hourly	16,405.30	21,182	15,731	74%	7,365	65-%
582-0000-51038 Overtime-Mgmt/Conf	40,819.94	34,440	46,640	135%	35,988	4%
582-0000-51040 Hourly	106,986.22	163,709	143,864	88%	127,612	22-%
582-0000-51041 Overtime - Gen Svc	118,986.69	105,740	105,400	100%	110,125	4%
582-0000-51042 Holiday	19,240.65	38,200	38,200	100%	39,919	5%
582-0000-51059 Retirement/Termination Payout	647.38	7,850	7,833	100%	5,000	36-%
582-0000-51060 Bilingual Pay	757.54	1,250	750	60%	500	60-%
582-0000-51066 Callback Pay	34.91	720	320	44%	320	56-%
582-0000-51075 Sick Leave/Vac Buyback	8,072.06	12,090	9,041	75%	7,209	40-%
582-0000-51076 Comp Time/Exec Leave Buyback	10.85	245	150	61%	20	92-%
582-0000-51800 Benefits-Non Sworn	511,893.27	538,550	538,550	100%	454,039	16-%
582-0000-51860 Benefits-Hourly	1,927.74	2,820	2,087	74%	1,851	34-%
582-0000-52461 Tuition Reimbursement	0.00	0	500	N/A	500	N/A
Total Personnel	2,082,824.92	2,149,195	2,124,707	99%	1,889,885	12-%
582-0000-52060 Office Supplies	2,165.84	1,450	1,500	103%	1,500	3%
582-0000-52063 Postage	17,305.95	4,650	4,900	105%	4,900	5%
582-0000-52064 Printing & Copying	1,692.81	970	970	100%	970	0%
582-0000-52080 Other Expense	3,269.71	3,350	5,850	175%	4,600	37%
582-0000-52090 Mileage Reimbursement	0.00	29	0	0%	0	100-%
582-0000-52130 Prof Development - Training	460.76	1,200	1,200	100%	1,200	0%
582-0000-52140 Dues & Subscriptions	151.25	708	708	100%	708	0%
582-0000-52191 Advertising	805.20	3,500	500	14%	500	86-%
582-0000-52197 Public Relations/Info	7,619.21	3,811	3,811	100%	3,811	0%
582-0000-52285 Controllable Contract Services	353,791.90	413,655	390,223	94%	378,400	9-%
582-0000-52402 Small Tools & Equipment	4,290.48	4,715	5,415	115%	5,415	15%
582-0000-52403 Computer Related Acquisitions	0.00	1,000	1,000	100%	1,000	0%
582-0000-52425 Vehicle Expense-Outside Vendor	21,061.85	12,000	12,000	100%	1,200	90-%
582-0000-52430 Other Supplies/Materials	582.17	500	625	125%	500	0%
582-0000-52460 In-Service Training	0.00	55	55	100%	55	0%
582-0000-52570 Contracts	43,500.00	0	0	N/A	0	N/A
582-0000-52580 General Maint & Repairs	85.87	470	470	100%	470	0%
582-0000-52581 Office Equip Maint/Repair	655.00	721	721	100%	760	5%
582-0000-52760 Vehicle/Container Replacement	80,456.03	113,018	136,450	121%	150,000	33%
582-0000-52910 Services by Other Depts	263,108.28	272,993	272,993	100%	226,725	17-%
582-0000-53071 Signs	7,632.00	9,000	8,400	93%	8,800	2-%
Total Controllable Exp	808,634.31	847,795	847,791	100%	791,514	7-%
582-0000-52111 Dumping Fee	2,164,694.80	2,200,000	2,230,663	101%	2,311,500	5%
582-0000-52180 Audit Services	8,207.00	8,577	8,577	100%	9,006	5%
582-0000-52200 Legal Expense	48,549.12	30,000	10,000	33%	10,000	67-%
582-0000-52298 Hazardous Matls Compliance	7,258.73	9,530	2,000	21%	2,000	79-%
582-0000-52299 Regulatory Compliance	0.00	0	60,931	N/A	60,400	N/A
582-0000-52305 Supplemental Legal Services	275,056.64	0	0	N/A	0	N/A

Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 582 Refuse Operations Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
582-0000-52390 Uniform Service	6,786.08	8,350	5,150	62%	6,900	17-%
582-0000-52572 Contracts-Lease Equip	125,435.78	126,658	126,658	100%	126,658	0%
582-0000-56207 Franchise In-Lieu Fee	374,320.00	369,600	305,302	83%	379,368	3%
582-0000-58910 Depreciation Expense	124,262.57	93,108	93,108	100%	97,198	4%
582-0000-58920 Uncollectible Accounts	40,459.23	20,000	40,000	200%	42,000	110%
Total Required Exp	3,175,029.95	2,865,823	2,882,389	101%	3,045,030	6%
582-0000-52121 Telephone Service Expense	6,383.66	6,548	6,548	100%	2,667	59-%
582-0000-52128 Cellular/Pagers	14,106.23	15,000	15,000	100%	15,000	0%
Total Utilities	20,489.89	21,548	21,548	100%	17,677	18-%
582-0000-52185 Info Systems Allocation	27,603.49	28,035	28,035	100%	23,179	17-%
582-0000-52235 Claims Exp - Liab	0.00	0	0	N/A	57,995	N/A
582-0000-52236 Claims Exp - Unemployment	0.00	0	0	N/A	4,400	N/A
582-0000-52237 Claims Exp - WC	0.00	0	0	N/A	100,033	N/A
582-0000-52245 Ins - Liability	70,512.00	290,072	290,072	100%	34,469	88-%
582-0000-52246 Ins - Unemployment	1,811.00	1,761	1,761	100%	2,434	38%
582-0000-52247 Ins - Workers' Compensation	165,761.00	35,605	35,605	100%	25,187	29-%
582-0000-52420 Fleet Operation	1,856,095.00	2,465,268	2,465,268	100%	2,131,389	14-%
582-0000-53910 Admin Service Charge	404,982.53	429,245	420,946	98%	377,001	12-%
Total Alloc Costs & Self Ins	2,526,765.02	3,249,986	3,241,687	100%	2,756,087	15-%
582-0000-66182 Automobiles & Trucks	0.00	30,000	30,000	100%	0	100-%
Total Capital	0.00	30,000	30,000	100%	0	100-%
582-0000-89922 Transfer to Capital Outlay	10,500.00	0	0	N/A	0	N/A
582-0000-89956 Transfer to Self Ins Fund	248,199.00	0	0	N/A	0	N/A
Total Transfer Out	258,699.00	0	0	0%	0	0%
TOTAL Refuse Operations Fund	8,872,443.09	9,164,347	9,148,122	100%	8,500,193	7-%

Department: Utility Services	Division: Equipment Maintenance	Fund: EQUIP MAI
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Department #: 2550	Division #: 2550	Fund #: 669
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Division Description:
 The Equipment Maintenance Division provides comprehensive maintenance and repair for City vehicles and equipment, efficiently and effectively, by operating as a self-supporting internal service fund with budgeted expenses offset by charges to departments.

2007-08 Adopted Budget Numbers

Fund	Expense	Revenue	Exp less Rev	Allocated Staff
Equip Maint	4,718,179	4,690,705	27,474	22.00
Less Deprec. Expense	(41,126)		(41,126)	-
Total	4,677,053	4,690,705	(13,652)	22.00

Supplemental Requests

Item	Justification	Amount
Diesel Opacimeter	Replaced aged and problematic opacimeter used to perform required testing, to meet California Air Resources Board's mandates.	9,000
On-line Diagnostic and Repair Management Software	Mitchell on Demand subscription for online procedures, diagrams, schematics to assist technicians with diagnostic and repair information.	4,900
Hand Held Diagnostic Equipment Scanner	Hand held diagnostic scanner to be used in conjunction with existing vehicle equipment, required for newer vehicles.	4,900
Hydraulic H-Frame Press	Replace current press which is aged and problematic.	4,600

Service level changes based on proposed spending level:

Service	Change
Preventive Maintenance Scheduling	Light, medium duty vehicles and equipment changed from 4 to 6 thousand miles service intervals to reflect manufacturer's recommendations.

Programs and Service Indicators

Program	Indicator
Fueling Station	12 pumps fully operational
Fleet Maintenance	138 police vehicles maintained 463 non-police vehicles & large equipment 192 pieces of small equipment maintained

Testing of City Vehicles	172 emission & opacimeter tests conducted
Inspections of Heavy-duty Trucks & Trailers	364 inspections conducted
Scheduled Maintenance Service/Inspections	1,233 performed

Status of Department Goals

Goal Year	Goal	Status
06-07	Implement enhanced levels of services and preventive maintenance, by vehicle class, as budget permits.	Completed passenger light duty, medium duty and PD.
06-07	Work to identify funding for the acquisition of new Fleet Management software.	Seeking New Funding
06-07	Perform opacimeter and dynamometer emission tests on 172 City vehicles per the South Coast Air Quality Management District (SCAQMD) and the CA Air Resources Board (CARB) specifications.	Performed yearly; 2006 Annual Testing Completed
06-07	Evaluate alternative fuel vehicles for possible integration into the City's fleet.	Purchased three CNG vehicles.
06-07	Develop a vehicle status reporting system that indicates vehicle availability, and minimizes vehicle downtime.	Implemented a daily vehicle status log.
06-07	Revise fleet service and inspection intervals and procedures by vehicle class type, to minimize equipment downtime and increase employee efficiency.	Completed passenger light duty, medium duty and Police Department vehicles.
07-08	Implement enhanced levels of service and preventive maintenance for heavy duty vehicles and specialized equipment (manlift/cranes).	On-going
07-08	Continue to evaluate the Compressed Natural Gas (CNG) alternative fuel vehicles, purchased in FY 2006-07, to determine if additional CNG vehicles are cost effective options for possible integration into the City's Fleet.	Recommendation anticipated by June 2008
07-08	Perform opacimeter and dynamometer emission tests on 132 City vehicles per the South Coast Air Quality Management District (SCAQMD) and the CA Air Resources Board (CARB) specifications.	To be completed by November 2007
07-08	Secure funding, purchase and install new Fleet management software to improve fleet utilization and insure the most cost effective service levels.	Implementation pending funding approval



07-08	Secure funding, research, purchase and install on line diagnostic repair software, allowing mechanic to quickly respond to vehicles repairs as well as minimizing department downtime.	Implementation pending funding approval
07-08	Secure funding, research, purchase a replacement diesel opacimeter to insure full compliance with air quality regulations.	Implementation pending funding approval

City Council Strategic Goal

Goal No:	Goal Description	Cost
	No specific Strategic Goals set for this operation	

UTILITY SERVICES
EQUIPMENT MAINTENANCE DIVISION

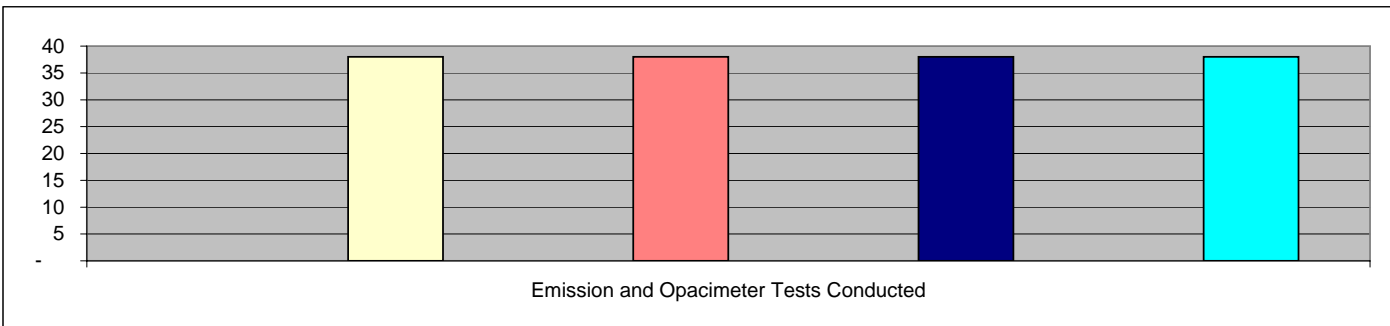
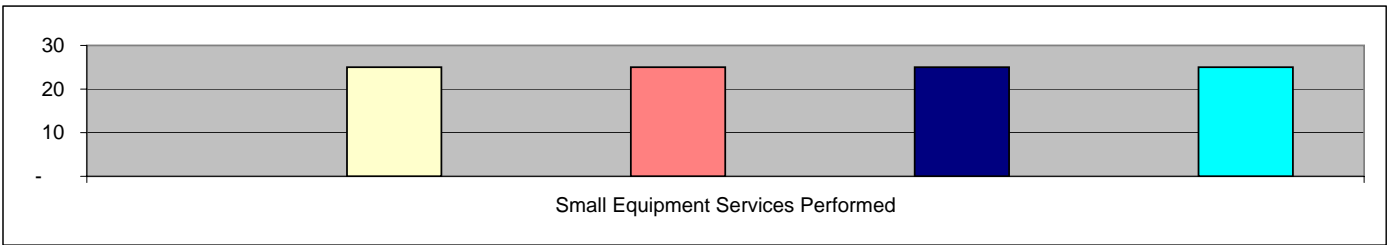
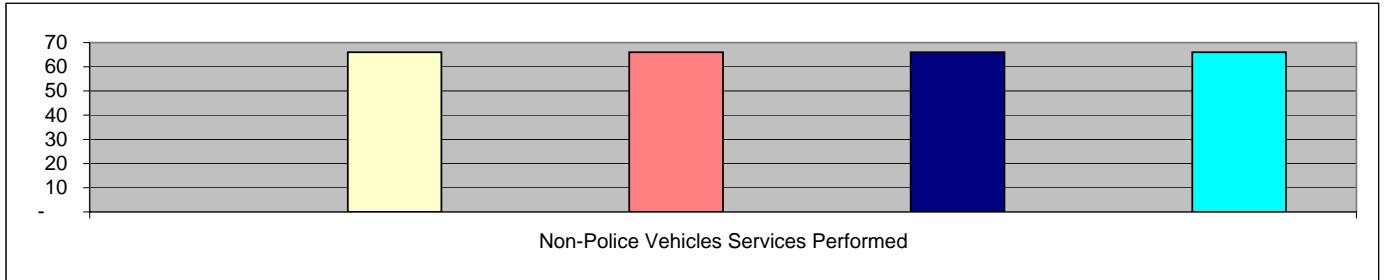
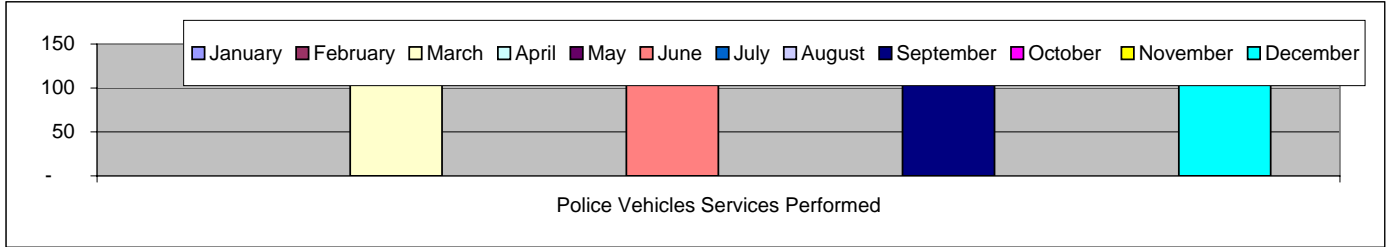
Goal Statement	To provide complete maintenance and repair for City vehicles and equipment, efficiently and effectively, by operating as a self-supporting internal service fund with budgeted expenses offset by charges to departments.
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ANNUAL - Performance Indicators/ Performance Measures		Actual	Actual	Actual	Estimated	Adopted
		2003/04	2004/05	2005/06	2006/07	2007/08
	Annual Budget (Less Depreciation)	3,523,657	3,971,769	4,722,798	5,079,009	4,677,053
	Allocated Staff	N/A	N/A	22.00	22.00	22.00
	Police Vehicles in Fleet	144	144	138	138	186
	Police Vehicles Serviced	384	384	378	415	426
	Non-Police Vehicles and Large Equipment in Fleet	439	439	463	463	453
	Non-Police Vehicles and Large Equipment Serviced	220	220	232	232	226
	Pieces of Small Equipment in Fleet	266	266	192	192	212
	Pieces of Small Equipment Serviced	133	133	96	96	106
	Emission and Opacimeter Tests Conducted	211	211	172	172	132
	Inspections of Heavy Duty Trucks and Trailers Conducted	380	380	356	364	320
	Scheduled Maintenance Service and Inspections Performed	1,114	1,114	1,233	1,233	1,210

MONTHLY or QUARTERLY Performance Indicators/ Measures	Police Vehicles Services Performed	Non-Police Vehicles Services Performed	Small Equipment Services Performed	Emission and Opacimeter Tests Conducted	Inspections of Heavy Duty Trucks and Trailers	Scheduled Maintenance Service and Inspections		
January	-	-	-	-	-	-		
February	-	-	-	-	-	-		
March	105	66	25	38	84	308		
April	-	-	-	-	-	-		
May	-	-	-	-	-	-		
June	105	66	25	38	85	309		
July	-	-	-	-	-	-		
August	-	-	-	-	-	-		
September	105	66	25	38	85	308		
October	-	-	-	-	-	-		
November	-	-	-	-	-	-		
December	105	66	25	38	85	309		
	420	264	100	152	339	1,234		

Figures are consistent with the annual fiscal year data reported, and reflect the calendar year 2006 (January 1, 2006 - December 31, 2006).

UTILITY SERVICES
EQUIPMENT MAINTENANCE DIVISION



Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 669 Equipment Maintenance Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0000 ALL DEPARTMENTS						
669-0000-51001 Salaries-Mgmt/Confidential	165,404.46	164,115	164,115	100%	179,494	9%
669-0000-51003 Salaries-General Service	906,218.36	995,689	945,689	95%	1,052,677	6%
669-0000-51037 Overtime - Hourly	100.98	96	700	729%	800	733%
669-0000-51040 Hourly	19,265.10	22,488	22,488	100%	23,837	6%
669-0000-51041 Overtime - Gen Svc	38,589.99	40,000	35,000	88%	40,000	0%
669-0000-51042 Holiday	7,645.52	10,000	10,000	100%	10,000	0%
669-0000-51059 Retirement/Termination Payout	70.49	0	0	N/A	26,000	N/A
669-0000-51800 Benefits-Non Sworn	416,329.03	462,680	403,092	87%	475,283	3%
669-0000-51860 Benefits-Hourly	294.20	322	322	100%	336	4%
669-0000-52461 Tuition Reimbursement	172.30	500	500	100%	500	0%
Total Personnel	1,554,090.43	1,695,890	1,581,906	93%	1,808,927	7%
669-0000-52060 Office Supplies	1,999.92	2,650	2,650	100%	2,650	0%
669-0000-52063 Postage	162.09	142	142	100%	150	6%
669-0000-52064 Printing & Copying	1,011.36	1,000	2,000	200%	2,000	100%
669-0000-52130 Prof Development - Training	1,026.45	16,350	9,000	55%	9,000	45-%
669-0000-52140 Dues & Subscriptions	541.25	784	784	100%	5,684	566%
669-0000-52170 Building and Yard Repairs	400.00	8,435	11,435	136%	11,435	36%
669-0000-52285 Controllable Contract Services	14,011.50	11,900	12,150	102%	12,150	2%
669-0000-52330 Radio Repairs	0.00	100	100	100%	100	0%
669-0000-52380 Vehicle Maintenance/Repair	908,015.60	825,000	825,000	100%	825,000	0%
669-0000-52383 Tires, Tubes & Service	199,927.22	145,000	145,000	100%	145,000	0%
669-0000-52402 Small Tools & Equipment	8,577.68	15,000	15,000	100%	15,000	0%
669-0000-52403 Computer Related Acquisitions	915.28	4,000	4,000	100%	8,900	123%
669-0000-52430 Other Supplies/Materials	2,884.70	5,000	5,000	100%	5,000	0%
669-0000-52580 General Maint & Repairs	25,765.55	20,745	16,745	81%	21,345	2%
669-0000-52581 Office Equip Maint/Repair	175.60	300	300	100%	300	0%
669-0000-53060 Building & Yard Supplies	0.00	4,820	8,820	183%	8,820	83%
Total Controllable Exp	1,165,414.20	1,061,226	1,058,126	100%	1,072,534	1%
669-0000-52160 Pub, Print Ord/Res/Legals	0.00	0	65	N/A	0	N/A
669-0000-52200 Legal Expense	149.60	0	0	N/A	0	N/A
669-0000-52298 Hazardous Matls Compliance	10,183.29	17,000	16,000	94%	20,850	23%
669-0000-52299 Regulatory Compliance	2,284.52	66,142	66,142	100%	81,242	23%
669-0000-52370 Fuel Expense	1,035,906.54	1,097,960	1,097,960	100%	1,097,960	0%
669-0000-52390 Uniform Service	8,822.86	11,865	7,755	65%	8,500	28-%
669-0000-52572 Contracts-Lease Equip	14,033.73	14,144	14,144	100%	14,144	0%
669-0000-58910 Depreciation Expense	21,462.96	21,115	21,115	100%	41,126	95%
Total Required Exp	1,092,843.50	1,228,226	1,223,181	100%	1,263,822	3%
669-0000-52121 Telephone Service Expense	7,706.76	8,413	8,413	100%	4,536	46-%
669-0000-52126 Tel Moves/Changes/Equip	0.00	350	350	100%	0	100-%
669-0000-52128 Cellular/Pagers	3,025.75	3,500	3,500	100%	3,500	0%
Total Utilities	10,732.51	12,263	12,263	100%	8,036	38-%

Adopted Expenditures for Fiscal Year Ending 06/30/2008

FUND 669 Equipment Maintenance Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
669-0000-52185 Info Systems Allocation	29,313.87	29,772	29,772	100%	23,986	32-%
669-0000-52235 Claims Exp - Liab	0.00	0	0	N/A	13,526	N/A
669-0000-52237 Claims Exp - WC	0.00	0	0	N/A	92,162	N/A
669-0000-52245 Ins - Liability	13,289.00	97,696	97,696	100%	35,753	63-%
669-0000-52246 Ins - Unemployment	7,956.00	8,974	8,974	100%	2,524	72-%
669-0000-52247 Ins - Workers' Compensation	266,342.00	606,899	606,899	100%	26,124	96-%
669-0000-53910 Admin Service Charge	301,851.05	339,178	316,381	93%	361,785	7%
Total Alloc Costs & Self Ins	618,751.92	1,082,519	1,059,722	98%	555,860	49-%
669-0000-66180 Furniture & Equipment	0.00	0	0	N/A	9,000	N/A
669-0000-66189 Other Equipment	0.00	20,000	12,500	63%	0	100-%
669-0000-66204 Equipment - Lease Purchase	42,311.21	0	0	N/A	0	N/A
Total Capital	42,311.21	20,000	12,500	63%	9,000	54-%
669-0000-89956 Transfer to Self Ins Fund	260,116.50	0	0	N/A	0	N/A
Total Transfer Out	260,116.50	0	0	0%	0	0%
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TOTAL Equipment Maintenance Fund	4,744,260.27	5,100,124	4,947,698	97%	4,718,179	7-%

