

WATER & SEWER ENTERPRISE FUNDS

OPERATED BY UTILITY SERVICES

Chris Helfrich, P.E., Director
Vacant, Deputy Director

The mission of the Utility Services Department, operating in the Water & Sewer Enterprise Funds, is to provide water and sewer services to approximately 34,600 accounts, including residential, commercial, industrial and educational. The service area extends from the Atlantic Ocean on the east to the Florida Turnpike on the west. The northern and southern service boundaries are the City limits. The service area encompasses approximately 35 square miles.

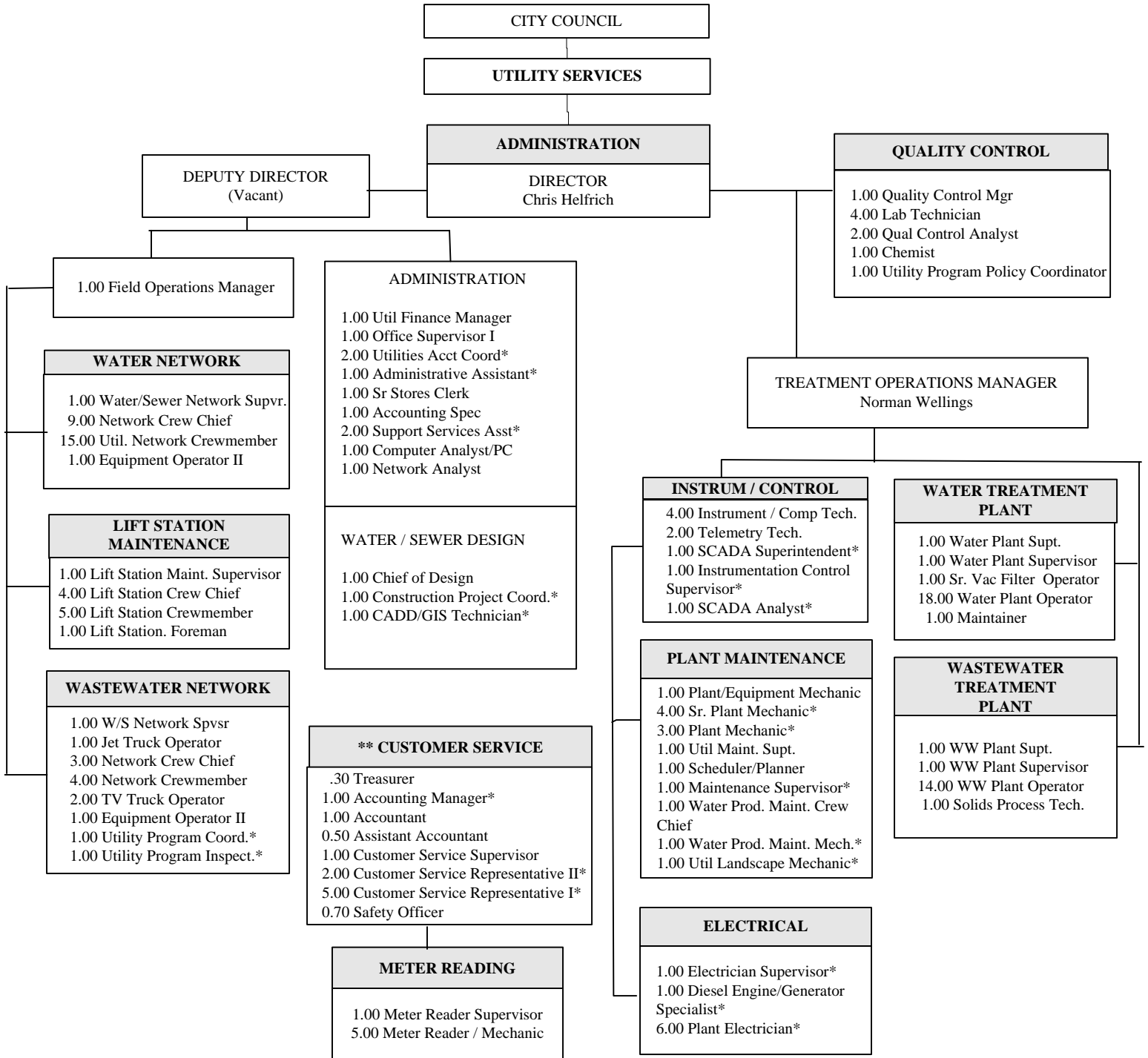
Glades Road Water Treatment Plant (WTP) has a treatment capacity of 80 MGD with fully computerized control and monitoring of the supply, production and distribution facilities. This includes a 40 MGD membrane Softening Plant to replace a portion of the Lime Softening Facility.

The Wastewater Treatment Plant has a treatment capacity of 17.5 million gallons per day (MGD). An integral part of the plant is a wastewater reuse system, which is capable of treating 9 MGD of effluent for irrigation purposes and in-plant use.



DIVISION	APPROVED 2008-09 BUDGET
Administration	\$ 15,039,400
Water	11,513,700
Wastewater	6,687,400
Customer Service	815,700
W/S Renewal & Replacmt	12,370,000
W/S CIP Bond	9,300,000
Water Impact	2,000,000
Capital Projects/Transfers	12,794,900
Debt Service	4,279,500
Reserves	35,683,900
TOTAL	\$ 110,484,500

EXPENDITURE BY CATEGORY	ACTUAL 2006-07 BUDGET	APPROVED 2007-08 BUDGET	REVISED 2007-08 BUDGET	APPROVED 2008-09 BUDGET
Personal Services	10,422,974	11,379,600	11,379,600	12,007,800
Other Operating	18,903,563	19,904,200	24,272,600	19,405,000
Supplies	3,583,885	4,574,300	4,685,800	4,350,400
Capital Outlay	-	30,276,100	27,255,200	25,974,800
Transfers	4,822,578	9,327,000	12,673,400	8,783,100
Debt Service	1,613,053	3,493,900	3,985,900	4,279,500
Depreciation	8,971,635	-	-	-
Sub-Total	48,317,688	78,955,100	84,252,500	74,800,600
Reserves	55,514,924	30,029,300	41,852,300	35,683,900
TOTAL	103,832,612	108,984,400	126,104,800	110,484,500
Full-time Employees	165.50	165.50	165.50	165.50



* Customer Service Representative I reclassified to Customer Service Rep. II (Customer Service)
 Sr. Accountant (Customer Service) reclassified to Accounting Manager
 Sr. Computer Analyst transferred (Admin) transferred to Instrum/Cntrl and reclassified to SCADA Supt.
 Utility Services Inspector (Admin) transferred to Waste Water Network
 Construction Project Manager reclassified to Construction Project Coordinator (Admin)
 Secretary reclassified to Administrative Assistant (Admin)
 6.00 Plant Electrician (Instrum/Cntrl) transferred to Electrical
 Instrum/Computer Tech (Instrum/Cntrl) transferred to Electrical and reclassified to Diesel Engine/
 Generator Specialist
 Electrician Supervisor (Instrum/Cntrl) transferred to Electrical
 Sr. Plant Mechanic (Plant Maintenance) transferred to Instrum/Cntrl & reclassified at SCADA Analyst
 Plant Mechanic (Plant Maintenance) transferred to Instrum/Cntrl)
 Plant Mechanic (Plant Maintenance) reclassified to Utility Landscape Mechanic
 Maintenance Supervisor (Groundskeeping) transferred to Plant Maintenance

** Supervised by the Financial Services Department

Approved Positions FY 07/08	165.50
Revised Positions FY 07/08	
Personnel Changes FY 08/09	
Approved Positions FY 08/09	165.50

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2006-07 BUDGET	APPROVED 2007-08 BUDGET	REVISED 2007-08 BUDGET	APPROVED 2008-09 BUDGET
Personal Services	4,660,440	5,016,400	5,016,400	5,115,400
Other Operating	8,471,875	9,223,100	9,343,300	9,196,500
Supplies	499,697	498,900	498,900	334,500
Capital Outlay	-	187,100	264,800	191,800
Transfers	-	60,000	60,000	201,200
Depreciation	3,633,543	-	-	-
TOTAL	17,265,555	14,985,500	15,183,400	15,039,400

Description of Division and Activity
Oversee and direct the operation, maintenance and construction activities within the Department.

Goal
Provide efficient customer service for the residents and businesses in the community. Ensure that all process control functions meet the highest quality control standards. Complete construction projects on schedule and within budget.

Objectives 2008-09
<ul style="list-style-type: none"> • Complete construction of Hidden Valley Sewer and Water Improvements. • Implementation of internal Asset Management System. • Full Implementation of internal Utility Inventory System. • Implementation of an internal Reliability Centered Maintenance Program. • Begin design of Boca Raton Heights Drainage Improvements.

Achievements 2007-08
<ul style="list-style-type: none"> • Complete construction of Spanish Village Phase II Sewer and Water Improvements. Project completed July, 2008. • Begin construction Hidden Valley, Sewer and Water Improvements. Construction commenced July, 2008. • Complete design/construction of Boca Raton Heights Sewer, Water and Stormwater Improvements. This objective will continue next fiscal year due to funding. • Begin design of Boca Raton Hills, Sewer and Water Improvements. This objective was extended to a future fiscal year due to funding. • Develop plan for a Reliability Centered Maintenance Program. Reliability Centered Maintenance Program Plan developed. • Evaluate and present Utility Rate Structure to City Council. Presented Utility Rate Structure to City Council with rate increase of 12%. • Continue with Public outreach programs. Ongoing.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2006-07		FY 2007-08		FY 2008-09
	Goal	Actual	Goal	Estimated	Target
<i>World Class Municipal Services</i>					
Percentage of Utility employees attending training courses 20 or more hours per year	70%	70%	70%	75%	70%

PERFORMANCE MEASURES Strategic Initiatives:	FY 2006-07		FY 2007-08		FY 2008-09
	Goal	Actual	Goal	Estimated	Target
<i>Financially Sound City Government</i>					
Meter reading accuracy rate		95%	99%	99%	100%
% of stopped registers in system		1%	1%	1%	1%
% of work orders completed within 1 business day (including tests)		90%	90%	90%	90%

WATER

EXPENDITURE BY CATEGORY	ACTUAL 2006-07 BUDGET	APPROVED 2007-08 BUDGET	REVISED 2007-08 BUDGET	APPROVED 2008-09 BUDGET
Personal Services	2,725,865	2,968,600	2,968,600	3,094,200
Other Operating	4,598,422	5,765,700	5,735,000	5,605,400
Supplies	2,078,580	2,845,600	2,935,600	2,678,100
Capital Outlay	-	100,500	114,000	136,000
Depreciation	511,434	-	-	-
TOTAL	9,914,301	11,680,400	11,753,200	11,513,700

Description of Division and Activity

Operation and maintenance of a 70 MGD Water Treatment Plant. Maintain over 540 miles of water mains and 5,000 fire hydrants. Operation and maintenance of 56 raw water production wells. Provide laboratory testing.

Goal

To provide treatment, distribution, and storage of potable water for human consumption, irrigation and fire protection in conformance with local, state and federal standards.

Objectives 2008-09Water Treatment Plant

- Continue with security enhancements at Water Treatment Plant and Distribution System.
- Review use of concentrate from Membrane Softening Facility as an irrigation source.
- Continue optimization of Membrane Softened Facilities and Lime Softened Facilities.

Water Network

- Review of GIS and outsourcing of valve locations.
- Development of Master Plan for Water Distribution System.

Achievements 2007-08Water Treatment Plant

- Begin rehabilitation of gravity filters.
Rehabilitation in process.
- Complete painting of lime treatment unit #2 and ground storage tanks.
Project extended in future year due to funding.
- Begin construction of three new production wells in Countess de Hoernele Park.
Project will be designed next fiscal year.
- Continue with security enhancement at water treatment and the water distribution system.
Ongoing.
- Rehabilitation of Lime Softening Unit #2
Project will continue next fiscal year.

Water Network

- Continue to locate main line valves for efficient operations and customer service.
Ongoing.
- Evaluate water demands in North Federal and Downtown area.
Completed hydraulic model of water distribution system.

Other Achievements:

- Received 20 year Water Use Permit from South Florida Water Management District.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2006-07		FY 2007-08		FY 2008-09
	Goal	Actual	Goal	Estimated	Target
<i>World Class Municipal Services</i> Percentage of time drinking water surpasses state/federal standards	100%	100%	100%	100%	100%
<i>Strong Partnership with Our Stakeholders</i> Percentage of water service calls responded to within 2 hours.	100%	100%	100%	100%	100%

WASTEWATER

EXPENDITURE BY CATEGORY	ACTUAL 2006-07 BUDGET	APPROVED 2007-08 BUDGET	REVISED 2007-08 BUDGET	APPROVED 2008-09 BUDGET
Personal Services	2,414,394	2,680,100	2,680,100	2,991,700
Other Operating	2,576,734	2,118,900	5,069,900	2,324,900
Supplies	1,005,076	1,228,800	1,250,300	1,336,800
Capital Outlay	-	4,500	4,500	34,000
Depreciation	797,717	-	-	-
TOTAL	6,793,921	6,032,300	9,004,800	6,687,400

Description of Division and Activity

Operation and maintenance of a 17.5 MGD Wastewater Treatment Plant and 233 lift stations. Maintain over 106 miles of force mains and over 340 miles of gravity sewers.

Goal

To provide treatment and disposal of wastewater in conformance with all local, state and federal standards. Monitor commercial, institutional and industrial firms for compliance with the wastewater pretreatment standards.

Objectives 2008-09

Wastewater Plant

- Complete design of Reclaimed Water Production facility.
- Complete construction of reclaimed pipeline to Broken Sound East.

Lift Station Maintenance

- Finalize standard contracts for emergency repairs.

Waste Water Network

- Continue rehabbing wastewater infrastructure to maintain quality service.

Achievements 2007-08

Wastewater Plant

- Complete rehabilitation of primary clarifier project.
Ongoing.
- Bid and award reclaimed water production expansion project.
Project under design.

Lift Station Maintenance

- Continue rehabilitation of lift stations.
Ongoing.

Waste Water Network

- Continue rehabbing manholes as needed.

Other Achievements:

- Inspected over 38,000 feet of sewer mains.
- Repaired over 38 point systems and located over 650 valves.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2006-07		FY 2007-08		FY 2008-09
	Goal	Actual	Goal	Estimated	Target
<i>World Class Municipal Services</i> Percent of raw waste water flowing into treatment facility.	100%	100%	100%	100%	100%