

Georgetown Utility Systems

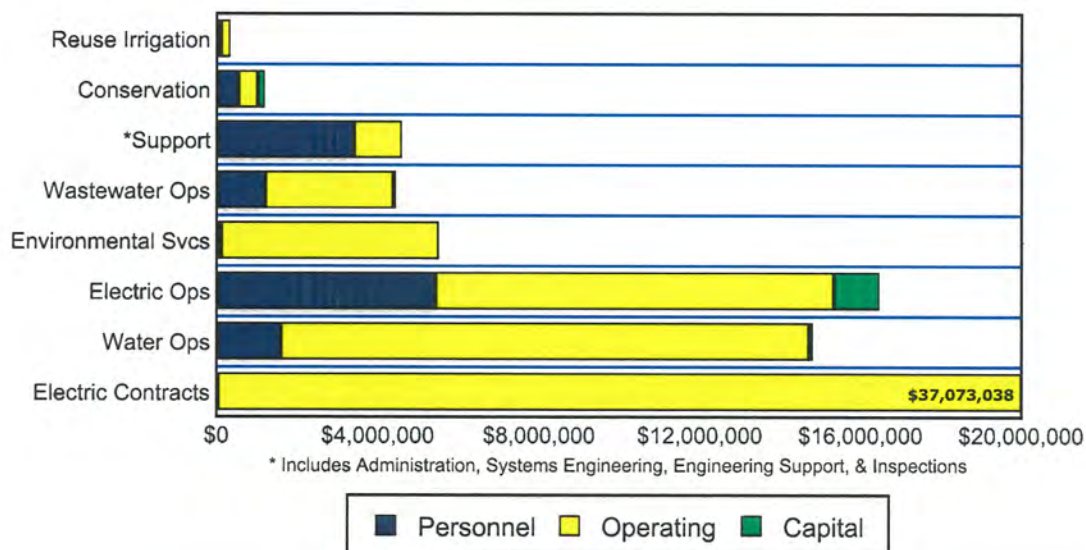
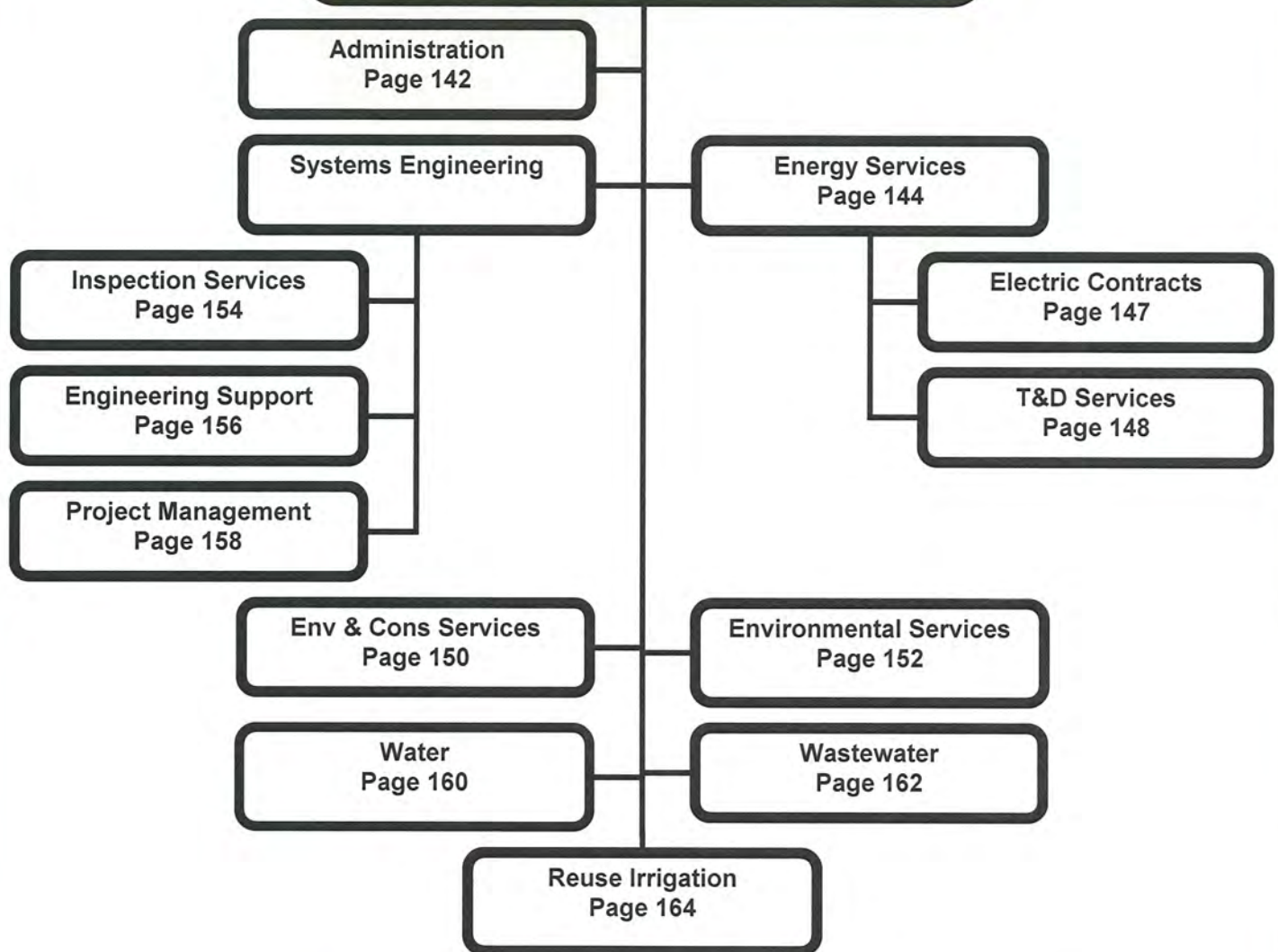


Division Director: Jim Briggs, General Manager of Utilities

Georgetown Utility Systems consists of Administration, Energy Services (Electric Transmission and Distribution), Systems Engineering, Inspections, Water Services (Pump Maintenance, Wastewater Collection, Water Distribution, Reuse Irrigation and Wastewater and Water Treatment). This Division constructs, maintains, and operates the City's utility infrastructure. The Division is responsible for maintaining positive working relationships with outside organizations including the Texas Commission on Environmental Quality (TCEQ) and the Texas Department of Transportation (TxDot). The Division also coordinates contracts with the private sector, oversees and coordinates the "Safe Place" children's program, and oversees the City's solid waste contract (Environmental Services).

Operational funding for this division comes from the General Fund (Environmental Services and Inspections), Joint Services Fund (Administration, Conservation and Systems Engineering), Electric Fund and Water Services Fund.

Georgetown Utility Systems



Georgetown Utility Systems

Uses & Expenses

(including Purchased Power)

	13/14 AMENDED BUDGET	13/14 PROJECTED ACTUAL	14/15 PROPOSED BUDGET	% CHANGE (PROJ. ACTUAL)
<u>Electric Fund</u>				
Electric	12,872,039	13,143,060	13,839,464	5.3%
Electric T&D	2,271,366	2,271,362	2,546,761	12.1%
Purchased Power	36,768,008	33,012,132	37,073,038	12.3%
AMI Temporary	203,400	203,400	50,000	-75.4%
<i>total Electric Fund</i>	<i>52,114,813</i>	<i>48,629,954</i>	<i>53,509,263</i>	<i>10.0%</i>
<u>Water Fund</u>				
Wastewater	4,412,403	4,389,920	4,412,054	0.5%
Water	13,889,343	13,677,994	14,769,169	8.0%
Reuse Irrigation	313,584	313,831	295,826	-5.7%
<i>total Water Fund</i>	<i>18,615,330</i>	<i>18,381,745</i>	<i>19,477,049</i>	<i>6.0%</i>
<u>General Fund</u>				
Building Inspections	934,060	905,603	989,731	9.3%
Environmental Services	5,461,961	5,266,103	5,466,543	3.8%
<i>total General Fund</i>	<i>6,396,021</i>	<i>6,171,706</i>	<i>6,456,274</i>	<i>4.6%</i>
<u>Special Revenue Funds</u>				
Permitting	61,048	85,826	64,939	-24.3%
Conservation SRF	685,540	676,065	369,250	-45.4%
<i>total Special Rev. Funds</i>	<i>746,588</i>	<i>761,891</i>	<i>434,189</i>	<i>-43.0%</i>
<u>Internal Service Funds</u>				
Administration	991,017	979,760	1,237,487	26.3%
Conservation	460,415	416,680	770,991	85.0%
Engineering Support	793,031	786,994	884,468	12.4%
Systems Engineering	1,433,812	1,292,431	1,373,166	6.2%
<i>total Internal Svc. Funds</i>	<i>3,678,275</i>	<i>3,475,865</i>	<i>4,266,112</i>	<i>22.7%</i>
Division Total	81,551,027	77,421,161	84,142,887	8.7%

	14/15 PROPOSED BUDGET				PERSONNEL SUMMARY (FTE's)
	PERSONNEL	OPERATING	CAPITAL	TOTAL	
<u>Electric Fund</u>					
Electric	3,355,577	9,443,887	1,040,000	13,839,464	37.5
Electric T&D	2,027,393	411,368	108,000	2,546,761	22
Purchased Power	-	37,073,038	-	37,073,038	-
AMI Temporary	-	50,000	-	50,000	-
<i>total Electric Fund</i>	<i>5,382,970</i>	<i>46,978,293</i>	<i>1,148,000</i>	<i>53,509,263</i>	<i>59.5</i>
<u>Water Fund</u>					
Wastewater	1,151,543	3,185,511	75,000	4,412,054	14
Water	1,549,234	13,119,935	100,000	14,769,169	19.5
Reuse Irrigation	67,782	228,044	-	295,826	1
<i>total Water Fund</i>	<i>2,768,559</i>	<i>16,533,490</i>	<i>175,000</i>	<i>19,477,049</i>	<i>34.5</i>
<u>General Fund</u>					
Building Inspections	782,065	207,666	-	989,731	10
Environmental Services	73,758	5,387,785	5,000	5,466,543	1
<i>total General Fund</i>	<i>855,823</i>	<i>5,595,451</i>	<i>5,000</i>	<i>6,456,274</i>	<i>11</i>
<u>Special Revenue Funds</u>					
Permitting	-	64,939	-	64,939	-
Conservation SRF	-	291,650	77,600	369,250	-
<i>total Special Rev. Funds</i>	<i>-</i>	<i>356,589</i>	<i>77,600</i>	<i>434,189</i>	<i>-</i>
<u>Internal Service Funds</u>					
Administration	842,829	394,658	-	1,237,487	9
Conservation	505,069	173,722	92,200	770,991	6
Engineering Support	645,616	238,852	-	884,468	8
Systems Engineering	1,093,726	279,440	-	1,373,166	12
<i>total Internal Svc. Funds</i>	<i>3,087,240</i>	<i>1,086,672</i>	<i>92,200</i>	<i>4,266,112</i>	<i>35</i>
Division Total	12,094,592	70,550,495	1,497,800	84,142,887	140

Georgetown Utility Systems Administration

DEPARTMENT DESCRIPTION

The Georgetown Utility Systems (GUS) Administration Department manages financial operations and personnel services for all departments in the division. The Department provides administrative support, including customer relations, reception, record keeping, and secretarial services, to all departments within the division. Long-term system planning is coordinated by the Department. Administration is responsible for coordination and operation of all utilities during emergency management situations.

MAJOR DEPARTMENT GOALS

- Promote a safe and positive working environment for employees.
- Provide reliable utility services that protect the community and reflect its values, as well as, well-planned development.
- Ensure excellent customer service to the Georgetown community.
- Promote consumer education programs for efficient utility use, conservation, and customer service.
- Provide programs that encourage efficient use of materials and preserve natural resources.
- Maintain quality utilities and transportation systems that promote well-planned current and long-range development.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Continued implementation of the Regional Wastewater Master Plan.
- Implemented contracts for energy supplies for the years 2016 – 2023.
- Negotiated settlement with Lower Colorado River Authority (LCRA) to end litigation and terminate energy supply relationship.
- Finalized negotiations for transition of Chisholm Trail Special Utility District (CTSUD) to Georgetown Utility Systems (GUS) operations.
- Began the design of a multi-use service facility for the West Side Service Center.
- Implemented restructuring of Airport operations for more oversight and better flow of operations.
- Implemented organizational restructuring to include central clearinghouse for inspections.
- Implemented and refined fuels hedging strategy, scheduling protocol, and operational training information for Energy Services.
- Established a more effective asset management system.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Continue to effectively manage energy/water resource deployment.
- Continue the focus on customer service enhancement.
- Increase regional approach to utility system development and planning through partnerships with utility providers, and political subdivisions.
- Continue implementation of the Regional Wastewater Master Plan for the San Gabriel Basin.
- Implement the asset transfers of CTSUD to GUS operations.
- Begin construction of the West Side Service Center for GUS Services.
- Implement the restructuring of Airport operations.
- Broaden organizational changes to respond to system growth and organizational needs.
- Focus on development of water supplies for 50-year planning horizon.
- Expand renewable energy options.
- Coordinate the update of the Water/Wastewater Impact fee.

ADMINISTRATION	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
General Manager - Utilities	1	1	1	1	1
Deputy General Manager - Utilities	0	1	1	1	1
Electric Project Coordinator	0	0	0	1	1
Executive Assistant	1	1	1	1	1
Administrative Assistant - GUS	3	3	3	3	3
Office Specialist	1	1	1	2	2
TOTAL	6	7	7	9	9

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Professional Association meetings	96	123	90	120	120
2. Contracts negotiated	108	93	101	100	115
3. Purchase orders processed	1,771	1,248	1,180	1,651	1,500

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Consumer education program contacts	570,000	571,300	572,000	572,650	572,650
2. Customer satisfaction of field operations	97.80%	97.80%	97.75%	97.85%	97.85%
3. Lost time injury/accidents	1	4	1	1	1

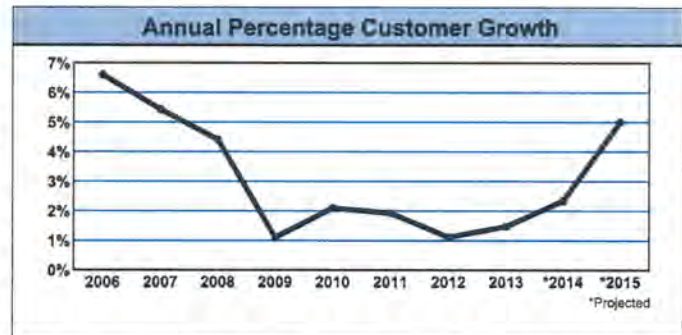
DEPARTMENTAL BUDGET: JOINT SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
486,925	666,880	655,623	Personnel	842,829	842,829
309,379	324,137	324,137	Operations	394,658	400,515
<u>796,304</u>	<u>991,017</u>	<u>979,760</u>		<u>1,237,487</u>	<u>1,243,344</u>

Georgetown Utility Systems Energy Services

DEPARTMENT DESCRIPTION

The Energy Services Department operates, maintains, and constructs an energy delivery system comprised 39 overhead and underground feeders, their branch circuits, electric metering for over 21,700 electric customers, remote access reads for over 21,800 water meters and the network communications to the meter data management system. The Department's major assets managed include poles, overhead & underground conductors, transformers, switches, metering, capacitors, collectors and gatekeepers. The Department designs projects both internally and with consultants for service delivery to new customers through line extensions to developments and individual customers. The Department maintains the Advanced Metering Infrastructure (AMI) providing customer usage for both electric and water meters for use in preparation of consumption bills. The Department installs and maintains the city's streetlights and security lights and directs a vegetation maintenance program utilizing contract resources. Staff regularly monitors Texas Public Utility Commission Directives and evaluates its impact on the City of Georgetown electric utility and its customers. The Department manages an apprenticeship training program approved by the US Department of Labor to certify its linemen.



MAJOR DEPARTMENT GOALS

- Maintain appropriate Energy Reliability Council of Texas (ERCOT) and Public Utility Commission of Texas (PUCT) standards for electric service to the community and maintain levels of service to the customers.
- Operate and maintain the electric distribution system in a cost efficient and safe manner to provide for proper return on investments while providing the lowest possible rates to the community.
- Provide competitive service delivery and rates for customers located within areas serviced by other distribution providers.
- Operate and maintain the Advanced Metering Infrastructure (AMI) system and metering to provide accurate usage measurement for electric and water meters.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Continued updating the electric system mapping information to approximately an 85% level of accuracy.
- Certification of 7 linemen in the US Department of Labor endorsed Lineman Apprenticeship Program.
- Planned, estimated & completed approximately 300 projects consisting of new extensions and refurbishment.
- Implemented an engineering and design tool to enable staff and its consultants to estimate, design and stake projects with a higher level of accuracy, cost estimation and project delivery to our customers.
- Continued the implementation of an Asset Management and Preventative Maintenance program.
- Established a formal maintenance program.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Participate in industry conferences associated with electric distribution for new process implementations.
- Implement initiatives to meet regulatory and customer demands while improving reliability and quality of service.
- Implement Enterprise Asset Management (EAM) for an accurate work order system for preventative maintenance, device inspection, trouble shooting and service delivery.
- Continue to improve Lineman training and safety program to maintain technical expertise and high safety standards.
- Continue meter testing program to maintain proper levels of performance.

ELECTRIC OPERATIONS	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Utility Director*	0.5	0.5	0.5	0.5	0.5
Safety & Training Coordinator	1	1	1	1	1
Energy Services Manager	1	1	1	1	1
Energy Services Supervisor	4	4	2	2	2
Electric Materials Coordinator	1	1	1	1	1
Electric Project Coordinator	1	1	2	2	2
Electric Construction Coordinator	2	2	2	2	2
Electric Journey Line Crew Leader	3	3	3	3	3
Electric Lineman	12	14	3	3	3
Electric Journeyman Lineman	0	0	7	7	7
Electric Apprentice Lineman	0	0	5	5	5
Electric Apprentice Groundman	2	2	2	2	2
Technical Service Manager	0	0	0	1	1
Meter Services Supervisor	0	0	1	1	1
Senior Metering Technician	0	0	2	2	2
Metering Technician	4	4	1	2	2
Field Customer Service Tech	2	2	2	2	2
TOTAL	33.5	35.5	35.5	37.5	37.5

* Position shared with Water Admin

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Work Orders Completed	9,400	9,500	10,950	10,950	13,000
2. Electric Meters	21,705	22,034	22,600	22,550	23,000
3. Ft of 3 phase overhead line constructed	13,200	13,500	13,200	13,500	14,000
4. Ft of 3 phase underground constructed	15,840	16,000	13,200	16,400	17,000

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Load Factor Compliance	100%	100%	100%	100%	100%
2. Feeder line circuit maintenance	65%	65%	80%	65%	70%
3. Average System Availability Index	99.9%	99.9%	99%	99%	99%
4. AMI System Read Performance	N/A	99%	99%	99%	99%
5. % of Certified Lineman	24%	35%	53%	40%	50%

DEPARTMENTAL BUDGET: ELECTRIC FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
2,477,697	2,894,921	2,831,789	Personnel	3,355,577	3,285,524
2,426,065	2,473,967	2,673,069	Operations	2,483,275	2,464,231
1,181,038	1,085,000	1,170,479	Capital	1,040,000	995,000
<u>6,084,800</u>	<u>6,453,888</u>	<u>6,675,337</u>		<u>6,878,852</u>	<u>6,744,755</u>



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Georgetown Utility Systems

Energy Services - Electric Contracts

The Electric Fund transfers three percent of its gross billings for utility services to the General Fund. This transfer has been viewed as a franchise fee payment to the General Fund, similar to those of a City electric service provider.

This department also accounts for the contractual obligations not specific to an individual department of the fund, such as purchased power costs paid to the City's wholesale energy providers. Special Projects and Services include programs such as public education, energy and contracts not attributable to the Electric Department. Allocated costs for administrative or support departments are also recognized. The City maintains over 202 miles of overhead electric distribution lines, 166 miles of primary underground distribution lines, and currently has a 340-megawatt capacity.

ELECTRIC CONTRACTS BUDGET: ELECTRIC FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
27,696,783	36,768,008	33,012,132	Purchased Power	37,073,038	35,415,480
758,565	889,957	898,151	General Fund Allocations	954,286	930,536
3,473,249	3,734,952	3,732,273	Internal Svc Fund Allocations	4,119,743	4,119,743
1,694,910	1,771,217	1,815,274	Franchise Fees	1,850,358	1,819,363
262,424	225,425	225,425	Special Projects & Svcs	86,225	83,025
<u>33,885,931</u>	<u>43,389,559</u>	<u>39,683,255</u>		<u>44,083,650</u>	<u>42,368,147</u>

Georgetown Utility Systems Electric - T&D Services

DEPARTMENT DESCRIPTION

Transmission & Distribution (T&D) Services is responsible for the delivery and monitoring of electricity from wholesale electric providers through the City's transmission, substation and distribution system to the electric customer. Maintains a 24/7 System Operations Center to monitor the operation of the electric, water, and wastewater systems consisting of 8 electric substations, 3 water treatment plants, 5 wastewater treatment plants, 27 lift stations, 6 elevated storage tanks, and 9 pump stations. Maintains the Supervisor Control and Data Acquisition (SCADA) system and related networks.

The department's activities are regulated by the North American Electric Reliability Corporation (NERC), Electric Reliability Council of Texas (ERCOT), Public Utility Commission of Texas (PUCT), and Texas Commission on Environmental Quality (TCEQ). Department activities include; the operation and maintenance of the City's transmission, substation, and distribution systems, coordination of electric distribution, water, and waste water system operations and outage restoration, tracking of GUS crews by phone and radio for safety, performing utility infrastructure locates, after-hours call center for non-public safety calls, monitoring and control of utility infrastructure and utility network security.



MAJOR DEPARTMENT GOALS

- Maintain required levels of NERC, ERCOT, PUCT, and TCEQ standards for utility service to the community and maintain appropriate levels of service to the customer.
- Maintain an adequate supply of power to allow for future growth of the community.
- Expand the system to provide electric service throughout our franchise area.
- Expand the system to compete in dually certified electric territory.
- Operate and maintain the Utility system in a cost efficient manner to provide a specified return on investment to the General Fund at competitive service rates for the community.
- Support utility and transportation field operations staff to achieve their department goals.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Expanded the fiber optic data and utility networks to connect City-owned facilities and metering network.
- Continued the development of the System Control Center.
- Negotiated Pole Attachment Agreement with AT&T.
- Completed Computerized Maintenance Management System (CMMS) installation.
- Negotiated and executed long term renewable energy contract.
- Purchased LCRA's transformers.
- Established an electric maintenance program to increase system reliability.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Continue purchase of Lower Colorado River Authority (LCRA) transformers, bringing City ownership to 9 of 12 transformers.
- Monitor NERC, ERCOT, PUCT, and TCEQ standards development to insure compliance.
- Enhance the electric system maintenance and operation with use of Enterprise Asset Management.
- Renegotiate franchise agreements with neighboring utilities operating within the city limits.
- Implement asset management process.
- Assist the Downtown and Community Services division to transition underground electric services in the historic downtown area.

T&D OPERATIONS	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
T&D Services Manager	1	1	1	1	1
Utility Systems Locator	2	2	2	3	3
Resource Plan & Integration Manager	0	1	1	1	1
Energy Analyst	1	1	1	1	1
T&D Services Supervisor	3	3	3	3	3
Substation I & C Technician	2	2	2	2	2
Substation Technician	2	2	2	2	2
SCADA System Technician	3	3	3	3	3
Utility System Operator	6	6	6	6	6
TOTAL	20	21	21	22	22

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Work orders issued	7,300	6,650	7,300	12,500	13,000
2. Switching orders issued	40	40	100	100	150
3. Underground locates	4,500	4,800	6,000	7,000	8,000
4. Telephone calls	35,000	35,000	35,000	35,000	38,000
5. Radio calls	18,000	18,000	20,000	20,000	22,000

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. System reliability	99.9%	99.9%	99.9%	99.9%	99.9%
2. Switching accuracy	N/A	100%	100%	100%	100%
3. NERC compliance	100%	100%	100%	100%	100%

DEPARTMENTAL BUDGET: T&D SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
1,576,831	1,759,890	1,759,886	Personnel	2,027,393	2,027,483
425,700	403,476	403,476	Operations	411,368	423,465
10,142	108,000	108,000	Capital	108,000	108,000
<u>2,012,673</u>	<u>2,271,366</u>	<u>2,271,362</u>		<u>2,546,761</u>	<u>2,558,948</u>

Georgetown Utility Systems Environmental & Conservation Services

DEPARTMENT DESCRIPTION

The Environmental & Conservation Services Department is dedicated to the responsible use and management of our natural resources through the application of environmentally sound practices; the development of a strong foundation of leadership and education; and the promotion of programs and projects that provide opportunities, fund incentives and assist citizens in the management of their own resources.

Conservation Services, which includes programs relating to water, energy, recycling and solid waste, integrates technology and information to provide a range of educational, financial and practical tools that can support conservation and recycling activities, making them more cost-effective and efficient, with quantifiable results.

MAJOR DEPARTMENT GOALS

- Develop and maintain quality customer programs and innovative services that advance conservation efforts and environmental responsibility and are administered in a fair and cost-effective manner.
- Provide the opportunity for citizens to effectively manage their use of natural resources by making the necessary educational and practical tools available through multiple venues.
- Establish and maintain the City's statutory compliance with local, state, and federal environmental legislation.
- Proactively engage environmental agencies and organizations, in order to secure assistance and resources, which includes financial aid and subject matter expertise.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Developed a comprehensive water conservation plan that was submitted to the State.
- Developed a comprehensive water conservation plan for Chisholm Trail Special Utility District (CTSUD).
- Created a landscape and irrigation ordinance for residential construction.
- Developed an in-house Home Energy Audit and Weatherization Program.
- Developed incentive programs that fund opportunities and encourage customers to participate in conservation activities that reduce customer consumption and reflect a more efficient use of our natural resources
- Partnered with the Native Plant Society, Master Naturalist and Master Gardeners to develop and initiate a Community Education and Outreach program for water conservation and water efficient landscaping.
- Developed and implemented an enforcement program for water conservation regulations that is effective outside the city limits and includes a stepped administrative penalty system to fund water conservation education and programs.
- Transformed the woods and brush behind the Conservation Office into a native garden with walking trails.
- Worked with the Boy Scouts of America to provide them with Eagle Scout projects related to native landscapes.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Implement incentive programs for turf replacement, irrigation upgrades and irrigation system annual checkups.
- Collaborate with Georgetown Independent School District to sponsor a Conservation Science Fair.
- Initiate a partnership with the Texas A&M Water Conservation & Technology Center to participate in a statewide drought survivability study.
- Work with Energy Services and System Engineering to initiate construction of a 1 MW solar generation facility.
- Develop a marketing plan to raise awareness and promote the sale of solar energy.
- Develop a multi-family energy audit program.
- Develop and implement a marketing program for AquaMessenger to increase participation in the existing program.

CONSERVATION	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Conservation Services Manager	1	1	1	1	1
Utility Conservation Coordinator	1	1	1	1	1
Education Resource Coordinator	1	1	1	1	1
Energy Auditor/Coordinator	0	1	1	1	1
Conservation Program Analyst	0	0	0	1	1
Landscape Inspector	0	0	0	1	1
TOTAL	3	4	4	6	6

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Number of AquaMessenger participants	596	792	710	2050	3500
2. Number of Home Energy Audits performed	11	25	60	20	120
3. Number of rebates distributed	2	5	37	0	250

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. % of Energy Audits that result in improvements to the home	100%	100%	95%	0	25%
2. % of residential customers participating in the AquaMessenger Program	3.14%	3.80%	3.38%	9.77%	15.91%

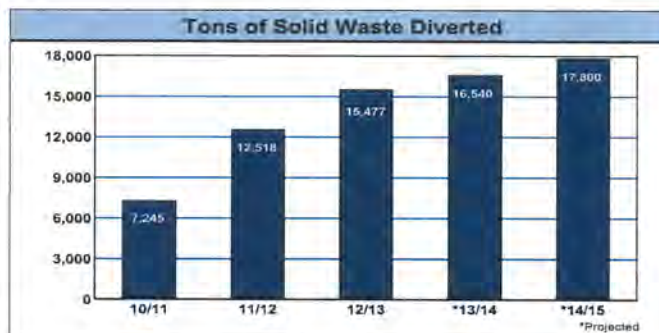
DEPARTMENTAL BUDGET: JOINT SERVICES FUND / CONSERVATION SRF

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
228,790	337,602	293,867	Personnel	505,069	505,069
367,703	808,353	798,878	Operations	465,372	437,864
-	-	-	Capital	169,800	1,950
<u>596,493</u>	<u>1,145,955</u>	<u>1,092,745</u>		<u>1,140,241</u>	<u>944,883</u>

Georgetown Utility Systems Environmental Services

DEPARTMENT DESCRIPTION

The City contracts with a private contractor to provide solid waste removal and recycling services to residential and commercial customers, and operational management of the public collection station. Additionally, this department funds disposal programs for household hazardous waste, solid waste and recycling collection services at City-sponsored events. Also included in this department are allocated costs for administrative and support services. Oversight responsibilities and monitoring of these services are managed through Georgetown Utility System's (GUS) Conservation Services department.



MAJOR DEPARTMENT GOALS

- Protect the environment and contribute to community cleanliness and appearance.
- Deliver consistent, reliable, convenient and safe services to the Georgetown community.
- Protect public health by providing for regular removal of solid waste.
- Increase participation in sanitation programs and events through proactive communication with citizens.
- Improve recycling participation to ensure environmental stewardship.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Restructured the Environmental Services budget to include more funding for recycling services.
- Worked with Systems Engineering to develop and upgrade the solid and bulky waste customer drop-off site at the collection station to make it operationally more effective and introduce additional safety features.
- Integrated recycling into a conservation environment, aligning goals and objectives with the rest of the Conservation Department.
- Worked with the Parks Department to provide a pilot program at the new playscape introducing automated trash and recycling collection units that have solar-powered compaction capabilities and a wireless notification system that sends a message when the unit is full and needs to be emptied.
- Worked with Transportation Services to cleanup and reorganize the Street Department storage area that is located adjacent to the Community Collection Station

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Develop and implement a mattress recycling program to decrease the now common occurrences of dumping mattresses on the roadside or next to commercial dumpsters.
- Update and reorganize the Community Recycling Program by increasing availability of more efficient and well-kept sites and providing advertising and information on the sites to City solid waste customers.
- Work with the Convention and Visitors Bureau to provide composting at the Poppy Festival and other large City-sponsored events.
- Increase the number of events that the City provides solid waste and recycling services for.
- Increase commercial recycling within the city limits by developing a more standard and comprehensive commercial recycling program.

ENVIRONMENTAL SERVICES	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Solid Waste/Recycling Coordinator	1	1	1	1	1
TOTAL	1	1	1	1	1

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Avg. # of homes served monthly	19,152	20,143	19,920	20,924	21,736
2. Total tons of residential solid waste collected	18,425	19,634	17,500	17,962	16,850
3. Avg. pounds of solid waste collected per home weekly	37	37.5	33.8	38.5	29.8
4. Tons of waste diverted to recycling	12,518	15,477	16,100	16,540	17,800

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. % of solid waste recycled	12%	17%	20%	19%	28%
2. % of residential customer complaints compared to service opportunities	0.003%	.003%	0.005%	0.004%	0.002%
3. % of commercial complaints as compared to service opportunities	0.01%	.01%	0.01%	0.01%	0.01%

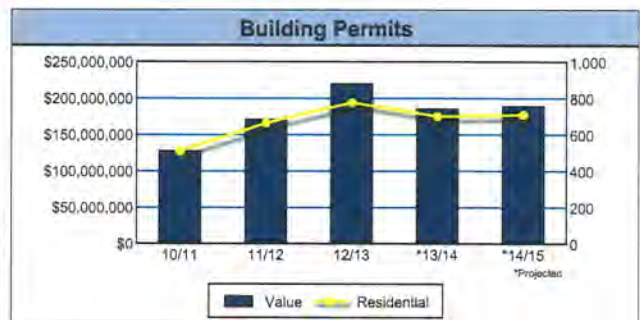
DEPARTMENTAL BUDGET: GENERAL FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
55,922	68,525	39,387	Personnel	73,758	73,758
4,801,475	5,388,436	5,221,716	Operations	5,387,785	5,557,550
150,000	5,000	5,000	Capital	5,000	5,000
<u>5,007,397</u>	<u>5,461,961</u>	<u>5,266,103</u>		<u>5,466,543</u>	<u>5,636,308</u>

Georgetown Utility Systems Systems Engineering - Inspection Services

DEPARTMENT DESCRIPTION

Inspection Services issues building construction permits, performs building, capital improvement and utility infrastructure inspections leading to the final Certificate of Occupancy (CO). This department assists in the coordination between the City and the construction industry with plan review, permitting and on-site inspections. Inspection Services ensures that the construction phase of the development process meets the expectations of the community for the overall public health, safety and welfare through the administration and implementation of applicable City codes and ordinances. This department is also responsible for floodplain administration and review, according to the regulations established by the Federal Emergency Management Agency (FEMA).



MAJOR DEPARTMENT GOALS

- Ensure quality and safe housing through consistent administration of building and fire code requirements.
- Promote a cooperative effort with the building community to provide long-lasting, quality structures and encourage use of the most current building and fire codes for the community to reduce insurance rates for the public.
- Promote the use of automated technology in the permit and inspection areas to streamline processes and reduce costs.
- Ensure that special flood hazard areas are not impacted by development through the use of Floodplain Management.
- Ensure that all Capital Improvement and utility infrastructure project are constructed to provide quality service to the public.
- Ensure that the fundamental goals of the American with Disabilities Act are met and that persons of all abilities have equality of opportunity, economic self-sufficiency, full participation in American life, and independent living.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Initiated public hearings before the Building Standards Commission for the adoption process to update to the 2012 International and 2014 National Electrical Codes.
- Implemented fully apply on-line capabilities through the MyPermitNow permit system for all types of permit applications and assisted with its integration into asset management.
- Completed and provided ongoing support to the American with Disabilities Act (ADA) Transition Plan which was ratified by City Council.
- Continued to encourage energy conservation for building construction through the use of approved materials and methods for all types of structures in coordination with International Building Codes.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Provide permit and inspections program for the landscape and irrigation standards for water conservation.
- Continue to work with Transportation Services to initiate the implementation of the ADA Transition Plan.
- Review and consider the FEMA Community Rating System recognizing and encouraging community floodplain management activities that exceed the minimum National Flood Insurance Program standards.
- Consider implementation of automated self-service computer stations or kiosks at the permit counter and at all builders supply houses for on the spot permit issuance.
- Streamline permitting processes to ensure that all permit types are issued efficiently and timely.
- Assist with the integration of Chisholm Trail Special Utility District (CTSUD) as needed.

INSPECTIONS	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Chief Building Official	1	1	1	1	1
Chief Building Inspector	1	1	1	1	1
Chief Plans Examiner	1	1	1	1	1
Inspector	2	2	2	2	2
Fire Plans Examiner	1	1	1	0	0
Permit Technician	2	2	3	3	3
Building Plans Examiner	1	1	1	2	2
Office Assistant	1	1	0	0	0
TOTAL	10	10	10	10	10

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. * New Residential/Multi-Family permits issued	664	777	700	701	710
Valuation total \$	\$170,639,185	\$219,270,262	\$180,000,000	\$185,000,000	\$188,727,362
2. New Commercial, Industrial, Tenant Finish Out (TFO) and Remodel permits issued	89	61	65	70	67
Valuation total \$	\$81,895,487	\$75,639,437	\$65,000,000	\$78,455,130	\$75,247,513
3. Permitted non-residential sq. ft.	601,567	937,884	500,000	821,279	715,182
4. All other building permit types	4,777	7,090	4,100	4,946	5,228
Valuation total \$	\$9,383,086	\$220,146,313	\$27,000,000	\$153,471,655	\$105,410,220
5. Total # of inspections performed	21,270	30,282	24,000	35,200	31,560
6. Fire Code Site and Commercial construction plans examination	372	198	380	374	331
7. # of Fire Code inspections for New Construction, C of O's, Remodels, Alterations and Fire Suppression	407	312	400	337	364

**Within the City Limits only*

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. % of residential plans processed within 10 days	98%	99%	99%	99%	99%
2. % of commercial plans processed within 30 days	98%	99%	99%	99%	99%
3. % of inspections performed within 2 days	99%	98%	99%	95%	95%
4. Avg # of inspections per day	84	119	125	115	120
5. Avg # of inspections per inspector per working day	24	24	30	23	24

DEPARTMENTAL BUDGET: GENERAL FUND / PERMITTING SRF

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
682,766	775,481	747,024	Personnel	782,065	814,223
185,332	212,727	237,505	Operations	272,605	283,383
<u>868,098</u>	<u>988,208</u>	<u>984,529</u>		<u>1,054,670</u>	<u>1,097,606</u>

Georgetown Utility Systems Systems Engineering - Engineering Support

DEPARTMENT DESCRIPTION

The Engineering Support Department is responsible for efficiently managing the utility's geospatial data and its core operating and planning engineering models. The Department manages, maintains, and supports utility asset data, system models, as-builts, construction standards and specifications, and master plans for Georgetown Utility Systems (Water Services, Electric Services, Transportation Services, Resource Planning and Conservation Services). Engineering Support oversees all of the core functions of geographic information systems (GIS), computer-aided drafting (CAD) and global positioning systems (GPS) services for the utility. The department supports several highly technical utility specific software applications in the areas of engineering design, GIS, asset management and electric outage management. The department is responsible for handling all utility information requests from the citizens of Georgetown, the customers of the utility and the development community.

MAJOR DEPARTMENT GOALS

- Maintain a comprehensive system inventory of priority assets throughout Water Services, Transportation Services and Electric Services.
- Support a successful Enterprise Asset Management (EAM) program within Georgetown Utility Systems (GUS).
- Maintain a reliable and current electric model and promote its utilization for operations and maintenance functions.
- Maintain a reliable Pavement Management Information System to support Governmental Accounting Standards Board Statement 34 (GASB 34) and Capital Improvement Plan (CIP) efforts.
- Maintain current information on the status of growth within the utility service boundaries and planning region.
- Provide support for the promotion and expansion of utility conservation and resource planning programs.
- Provide useful and effective services for handling utility information requests.
- Maintain current utility construction standards and specification documentation.
- Deliver useful and timely online content for internal and external customers.
- Have field staff that is fully trained and utilizes the full functionality of existing mobile mapping and engineering software.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Supported the deployment of the initial phase of EAM for Water Services and Electric Services.
- Improved electric distribution system modeling and mapping capabilities through software upgrades, training efforts, and organizational changes.
- Maintained and expanded the utilization of the Development Pipeline map and underlying data layers.
- Supported the completion of the Utility Master Plan updates for Water and Wastewater.
- Supported the Pavement Condition Survey project managed by Transportation Services.
- Coordinated and received agency approval for grant funding for a Flood Protection Planning Study for the city.
- Coordinated the integration of an electric distribution system field design and staking application.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Expand department cross-training efforts in critical support areas.
- Create and deploy an effective, efficient, and comprehensive data collection plan for the maintenance of GIS layers for assets and essential layers related to engineering support for GUS.
- Update Construction Standards and Specification documentation.
- Develop mobile GIS mapping solutions for internal and external users.
- Create and develop processes to capture more detailed project location information for utility as-built plans.
- Develop and deploy mobile engineering software training for field crews.
- Structure and develop existing staff to successfully support the mapping and business solution integrations of EAM.

ENGINEERING SUPPORT	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Utility Systems Information Manager	0	1	1	1	1
Systems Engineering Supervisor	0	1	1	1	1
Systems Engineering Associate	0	5	5	5	5
Project Coordinator	0	1	1	1	1
TOTAL	0	8	8	8	8

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. # of utility information requests processed.	NA	115	125	140	140
2. # of distributed GIS layers maintained on server.	NA	NA	110	110	115
3. # of Utility Evaluation Applications (UTE) addressed.	24	31	25	25	30
4. Total # of utility as-built sheets maintained in archives.	17,500	18,500	23,000	24,250	25,000
5. Utility employees supported	NA	NA	132	132	140
6. Transportation employees supported	NA	NA	32	32	35

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. % utility information requests completed within one day	NA	NA	95%	95%	95%
2. % of GIS layers maintained per maintenance schedule	50%	50%	80%	70%	80%

DEPARTMENTAL BUDGET: JOINT SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
-	634,115	628,078	Personnel	645,616	645,616
-	158,916	158,916	Operating	238,852	245,989
-	793,031	786,994		884,468	891,605

Georgetown Utility Systems Systems Engineering – Project Management

DEPARTMENT DESCRIPTION

The Systems Engineering – Project Management Department is responsible for the development, coordination and implementation of the Capital Improvement Plan (CIP) using consulting engineering firms and construction contractors; delivering high-quality, efficient, customer-oriented real estate services for the acquisition of easements and rights-of-way; providing timely and reliable inspection and testing services and contract management for projects. Project Management also supports the review of development plans and provides inspection, testing and contract management services for the installation of related public improvements. Additionally, Project Management oversees and supports Permitting & Inspections as well as Engineering Support.



MAJOR DEPARTMENT GOALS

- Supervise and support all Systems Engineering Departments – Permitting & Inspections, Engineering Support, and Project Management.
- Develop, coordinate, and maintain a current Capital Improvement Plan (CIP) for utilities and transportation.
- Provide superior quality project management, inspection, and quality control for CIP and development infrastructure construction.
- Deliver high-quality, efficient, customer-oriented real estate services within projected budget and timelines to provide safe, sustainable, environmentally sound public infrastructure for the citizens of Georgetown.
- Acquire rights-of-way and easements in a cost effective and efficient manner.
- Provide timely, accurate, and complete plan review services for new development within the city's service areas.
- Provide support to other city departments with capital projects, facilities, and new development as needed.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Provided engineering support to Chisholm Trail Special Utility District (CTSUD) as part of our management contract.
- Updated the Utility Master Plans for the Water and Wastewater systems.
- Completed:
 - Construction of Edwards Aquifer Recharge Zone (EARZ) Phase VIII sanitary sewer improvements.
 - Westside Service Center infrastructure improvements and architectural design.
 - Property acquisition for FM 1460 improvements.
 - Solid Waste public drop facility improvements.
 - Various other street maintenance, sidewalk projects, and drainage projects.
 - Various other water and wastewater utility projects.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Update City Construction Specifications and Standards manuals.
- Utilize project management practices to successfully complete all construction projects in the most timely and efficient manner possible.
- Encourage and promote professional development and cross training opportunities throughout Systems Engineering.
- Maintain our commitment to safety awareness and training across the entire department.
- Complete Westside Service Center facility construction.

SYSTEMS ENGINEERING	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Systems Engineering Director	1	1	1	1	1
Inspections Supervisor	1	1	1	1	1
Inspector, Senior	2	2	3	3	3
Inspector	3	3	1	1	1
Combination Building Inspector	0	0	1	1	1
Water Utility Engineer	1	1	1	1	1
Project Manager	3	3	3	3	3
Real Estate Service Coordinator	1	1	1	1	1
Utility Systems Information Manager	1	0	0	0	0
Systems Engineering Supervisor	1	0	0	0	0
Systems Engineering Associate	5	0	0	0	0
Project Coordinator	1	0	0	0	0
TOTAL	20	12	12	12	12

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Capital Improvement Projects:					
# of projects	12	13	10	7	15
Project budget	\$5,837,000	\$5,902,000	\$5,246,000	\$9,642,000	\$18,140,000
2. GTEC Projects					
# of projects	6	6	4	4	2
Project budget	\$1,855,000	\$465,000	\$4,900,000	\$964,000	\$1,575,000
3. Development Projects:					
# of projects	76	75	34	40	60
4. Easement/Right-of-Way:					
Acquisitions/research	46	123	97	120	120

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. % CIP projects – design complete	80%	80%	100%	77%	100%
2. % CIP projects under construction	50%	80%	100%	77%	100%
3. % CIP Projects within budget	100%	100%	100%	100%	100%

DEPARTMENTAL BUDGET: JOINT SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
1,395,263	1,211,741	1,068,738	Personnel	1,093,726	1,093,726
272,016	222,071	223,693	Operating	279,440	294,526
<u>1,667,279</u>	<u>1,433,812</u>	<u>1,292,431</u>		<u>1,373,166</u>	<u>1,388,252</u>

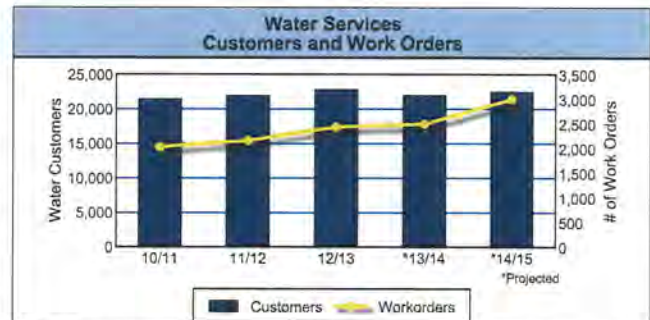
System Engineering split out into two departments for the 2013/2014 Budget – Engineering Support & Project Management.

Georgetown Utility Systems

Water Services - Water

DEPARTMENT DESCRIPTION

The Water Services Utility is responsible for the operation and maintenance of infrastructure that provides potable water for over 23,179 customers. Water infrastructure includes 3 treatment plants with associated intake structures and wells (Lake Georgetown, San Gabriel Park, and Southside) totaling 36.0 MGD of capacity, 13 storage tanks with a total storage capacity of 22.0 MG, 7 water pumping stations, 382 miles of water distribution piping including valves, 2,857 fire hydrants, and 23,179 meters. Department activities are regulated by the Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA). Department activities include: periodic operational checks and preventive maintenance at pumping facilities, inspection and acceptance of new facilities constructed by developers, repair and preventive maintenance of piping and valves, testing and maintenance of system metering, and routine sampling of water for proper process controls. The operation and maintenance of treatment facilities is performed under a five-year contract that will end in October 2018.



MAJOR DEPARTMENT GOALS

- Maintain an adequate supply of water to allow for future growth of the community.
- Maintain or exceed EPA and TCEQ standards for water service (pressure, flow, and water quality).
- Expand the system to provide water service throughout our franchise area.
- Operate and maintain the system in a cost efficient manner to provide for the lowest possible service rates for our customers.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Completed construction of phase III of Lake Water Treatment Plant (WTP) expansion.
- Negotiated amendment to Operations and Maintenance agreements with Water and Wastewater Plant contract operators.
- Revised Drought Contingency Plan.
- Revised water rate structure to incentivize conservation and maintain cost of service rate basis.
- Developed interim agreement managing Chisholm Trail Special Utility District (CTSUD) system operations.
- Incorporated water main upgrades with street projects to improve service and minimize damage to new streets.
- Updated the Water Services Qualifications manual to refine training requirements for staff advancement.
- Continued implementation of standardized procedure format and created procedures for essential activities.
- Upgraded license requirements for department personnel.
- Completed conversion to Chloramines on all water treatment facilities.
- Completed Advanced Metering Infrastructure (AMI) project.
- Began implementation of Enterprise Asset Management (EAM), including associated work flow modifications.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Integrate operations of CTSUD system acquired via purchase agreement.
- Implement revised maintenance strategy via Computerized Maintenance Management System (CMMS).
- Continued leak detection program to reduce water loss.
- Begin construction of the Sequoia elevated to meet current and future demand, completed by September 2015.
- Remove dilapidated clear well at the Park WTP to meet regulatory requirements.
- Acquire land for the future Rabbit Hill elevated storage tank to meet future system growth.
- Begin preventative maintenance program to reduce equipment failures.

WATER SERVICES - WATER	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 PROPOSED	15/16 PROPOSED
Utility Director*	0.5	0.5	0.5	0.5	0.5
Water Services Supervisor	2	2	2	2	2
Water Services Technician, Specialist	1	1	1	2	2
Water Services Technician, Senior	5	5	5	5	5
Water Services Technician	4	4	4	4	4
Water Services Technician, Trainee	5	5	5	6	6
TOTAL	17.5	17.5	17.5	19.5	19.5

*Position shared with Electric Admin

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Water service customers	21,855	22,764	21,900	21,900	22,400
2. Annual production (MG)	6,100	5,800	5,800	6,000	6,100
3. Work orders completed	2,034	2483	2500	2500	3,000

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Maintenance work order backlog	9	50	50	50	50
2. Annual water loss (%)	14.6%	14%	14%	12%	10%

DEPARTMENTAL BUDGET: WATER SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
1,346,456	1,315,011	1,325,865	Personnel	1,549,234	1,513,327
8,635,816	9,645,932	9,423,729	Operations	10,481,080	10,438,823
20,798	60,000	60,000	Capital	35,000	70,000
10,003,070	11,020,943	10,809,594	Subtotal - Operations	12,065,314	12,022,150
2,638,653	2,868,400	2,868,400	Plant Operations Contract	2,703,855	2,703,855
12,641,723	13,889,343	13,677,994		14,769,169	14,726,005

Georgetown Utility Systems Water Services - Wastewater

DEPARTMENT DESCRIPTION

The Wastewater Department is responsible for the operation and maintenance of infrastructure that provides wastewater for over 20,500 customers. Wastewater infrastructure includes 5 treatment plants (San Gabriel, Dove Springs, Pecan Branch, Cimarron Hills, and Berry Creek) totaling 7 MGD of capacity, 27 pumping stations, 6,196 manholes, and 311 miles of wastewater collection mains. Department activities are regulated by the Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA). Department activities include: periodic operational checks and preventive maintenance at pumping facilities, jet cleaning and camera inspection of collection mains and manholes, and acceptance of new facilities constructed by developers, repair and preventive maintenance of collection mains, and troubleshooting and repair of system blockages. The operation and maintenance of treatment facilities is performed under a five-year contract that will end in October 2018.



MAJOR DEPARTMENT GOALS

- Maintain or exceed all regulatory standards for wastewater service (discharge limits, system integrity).
- Operate and maintain the system in a cost efficient manner to provide for the lowest possible service rates for our customers.
- Expand the wastewater system to provide service and minimize the proliferation of septic systems.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Incorporated wastewater main repairs with street projects to improve service and minimize damage to new streets.
- Created website educate customers about the effects of fats, oil and grease being introduced into the collection system.
- Completed Phase III - 2012/13 of the 5 year ongoing Edwards Aquifer Testing Program (EARZ) that included 100% of closed circuit television (CCTV) on 1,575 manholes and 431,038 ft of collection main.
- Began EARZ phase II repairs on all system flaws identified in the FY 2013/14 Edwards Aquifer Testing Program.
- Submitted San Gabriel and Dove Springs permit renewals.
- Submitted the Sanitary Sewer Overflow Initiative annual report for approval by TCEQ.
- Completed expansion of the Sun City lifts station to meet current and future demands.

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Continue Lift station upgrades as per the Sanitary Sewer Overflow (SSO) agreement with the TCEQ.
- Review and update the City sanitary sewer ordinance.
- Implement Industrial Pretreatment Program.
- Continue data collection for the asset management program.
- Expand the Pecan Branch WWTP to meet the Regulatory requirements.
- Evaluate system flaws identified in EARZ Phase III/year three of the CCTV FY 2014/15.

WATER SERVICES - WASTEWATER	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 PROPOSED	15/16 PROPOSED
Water Services Manager	1	1	1	1	1
Water Services Supervisor	2	2	2	2	2
Water Services Technician, Specialist	1	1	1	1	1
Water Services Technician, Senior	2	2	2	2	2
Water Services Technician	6	6	6	6	6
Water Services Technician, Trainee	2	2	2	2	2
TOTAL	14	14	14	14	14

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Wastewater service customers	18,936	19,603	20,500	21,000	22,500
2. Wastewater treated (MG)	1,535	1,306	1,650	1,650	1,650
3. Work orders	822	1,378	1,300	1,300	2,000

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Average work order backlog	10	30	40	40	60
2. Unauthorized discharges	6	7	5	5	5

DEPARTMENTAL BUDGET: WATER SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
924,640	1,061,004	1,085,521	Personnel	1,151,543	1,151,543
441,887	692,349	645,349	Operations	618,030	627,349
-	50,000	50,000	Capital	50,000	50,000
<u>1,366,527</u>	<u>1,803,353</u>	<u>1,780,870</u>	Subtotal - Operations	1,819,573	1,828,892
 <u>2,320,114</u>	 <u>2,609,050</u>	 <u>2,609,050</u>	Plant Operations	 2,592,481	 2,592,481
			Contract		
<u><u>3,686,641</u></u>	<u><u>4,412,403</u></u>	<u><u>4,389,920</u></u>		<u><u>4,412,054</u></u>	<u><u>4,421,373</u></u>

Georgetown Utility Systems Water Services – Reuse Irrigation

DEPARTMENT DESCRIPTION

The Reuse/Irrigation Department is responsible for the operation and maintenance of infrastructure that treats and distributes reuse irrigation water to five major irrigation customers. Reuse Irrigation infrastructure includes 3 storage tanks with a total capacity of 2.3 MG, 21 miles of piping and valves, and 4 major pumping stations. Department activities are regulated by the Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA). Department activities include: periodic operational checks and preventive maintenance at pumping facilities, inspection and acceptance of new facilities, repair and preventive maintenance of piping and valves, testing and maintenance of metering, and routine sampling of water for proper process controls.

MAJOR DEPARTMENT GOALS

- Maintain or exceed TCEQ standards for reuse irrigation service (water quality).
- Operate and maintain the system in a cost efficient manner to provide for the lowest possible service rates for our customers.

MAJOR DEPARTMENT ACCOMPLISHMENTS FOR FISCAL YEAR 2013/14

- Completed leak detection of the reuse distribution line and repaired pressure sustaining valve to reduce unnecessary pumping.
- Completed rehabilitation of the CLA-valves at the Irrigation pump stations.
- Completed addition of fourth pump at the Airport pump station

MAJOR DEPARTMENT STRATEGIES FOR FISCAL YEAR 2014/15

- Review equipment operating history and make upgrades to lower costs and improve performance.
- Continue to work with reuse customers towards the utilization of reuse water in the common areas which are currently being served with potable water.
- Investigate bulk water delivery stations to utilize reuse water for construction.
- Utilize flow conversions to maximize reuse production.
- Review cost of service elements within reuse rates and make recommendations as needed.

WATER SERVICES - IRRIGATION	12/13 ACTUAL	13/14 ORIGINAL BUDGET	13/14 FINAL / ACTUAL	14/15 ADOPTED	15/16 PROPOSED
Water Services Technician, Trainee	1	1	1	1	1
TOTAL	1	1	1	1	1

WORKLOAD MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Annual Production (MG)	160	230	250	300	325

PERFORMANCE MEASURES	ACTUAL FY 11/12	ACTUAL FY 12/13	BUDGETED FY 13/14	PROJECTED FY 13/14	PROJECTED FY 14/15
1. Water Supply Conserved (acre-ft)	520	750	800	950	1050

DEPARTMENTAL BUDGET: WATER SERVICES FUND

12/13 ACTUAL	13/14 BUDGET	13/14 PROJECTED ACTUAL		14/15 ADOPTED	15/16 ESTIMATED BASE
26,122	65,809	66,056	Personnel	67,782	67,782
170,978	247,775	247,775	Operating	228,044	228,575
197,100	313,584	313,831		295,826	296,357



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