

# Water Management

*Mark S. Hilty, Director*

The Water Management Department provides drinking water treatment and distribution, wastewater collection and treatment, and reclaimed water treatment and distribution for its customers located primarily in the City of Franklin.

On July 1, 2010, Water Management entered the second year of the Department's Biennial Budget and as anticipated, is proposing several amendments outlined in the following sections.

Revenues and expenditures for each division continue to be presented in consolidated Sections as follows:

<b>Division</b>	<b>Section</b>	<b>Comments</b>
Water Distribution	Water	NA
Water Treatment	Water	NA
Wastewater Collection	Wastewater	NA
Wastewater Treatment	Wastewater	NA
Reclaimed Water	Reclaimed Water	NA
Utility Billing	Distributed based on number of customers	Water – 45.4% Sewer – 54.5% Reclaimed Water – 0.1%
Utility Administration	Distributed based on number of customers	Water – 45.4% Sewer – 54.5% Reclaimed Water – 0.1%

As described in the original budget document, the Utility Administration and Utility Billing had been funded through wastewater and water respectively. The proposed budget amendment continues to fund these divisions based on the ratio of customers in the Water, Wastewater, and Reclaimed Water Sections.

## Water Section *Overview*

The Water Section comprises the Water Treatment and Water Distribution Divisions. In April 2010, the Tennessee Department of Environment and Conservation (TDEC) performed a Sanitary Survey of the Section which earned an approved score of 98, again showing progress in regulatory compliance and quality assurance.

The Water Treatment facility is located on Lewisburg Pike. Staff at the plant performs numerous functions including water production, compliance sampling, and assisting Water Distribution service crews with system maintenance and operation.

The Water Distribution service crews maintain approximately 275 miles of distribution lines, five (5) booster stations with a sixth coming online by the end of 2010, and seven (7) finished water storage tanks with a capacity of 10 million gallons. A two (2) million gallon tank in the Goose Creek area has been constructed to serve the area as it develops. The reservoir will increase the finished water storage capacity to 11.5 million gallons.

## Water Section *Goals and Strategic Initiatives*

The primary goal for the Water Section is to continue to provide safe, reliable drinking water to customers. Operationally, the Water Section is enhancing and implementing various programs to improve customer service and regulatory compliance, and to move from a reactive to a proactive approach in operating and maintaining the system. Some of these initiatives include the following:

- **Cross Connection Control Program** – The department has brought the implementation of this program in-house to maintain better control and oversight and to improve customer service. Customer response continues to be positive and the control and organization of the program has improved greatly. As cited in the Sanitary Survey from April 2010, “...the water system has made great strides in its efforts to return to compliance in key areas of the program.” Refinements continue to be made to improve customer service, efficiency, and regulatory compliance.
- **Valve Exercising Program** – The Water Section is in the process of organizing a scheduled valve exercising program. It is anticipated that implementation will start in the fall of 2010.
- **Leak Detection Program** – The department, having contracted with a firm to perform leak detection services, was able to identify and repair leaks in the Grassland area that equated to over 40 million gallons per year. Initially, the concept was to perform inspections of the entire system on a five to seven year cycle. With the success of the program, the proposed amendment has budgeted to finish the initial survey within the next two years, and then return to the five to seven year cycle originally conceived.

- **Ordinance and Specification Revisions** – The department has contracted with Gresham Smith and Partners to refine the water, wastewater and reclaimed water specifications. A draft is currently being reviewed by staff from Water Management, Engineering, and Planning.
- **Cost Recovery** – Cover all operating cost including debt service without transfer from reserves or fees intended for capital investments.
- **Depreciation and Cash Reserve** – Budget for depreciation to allow funding of a prudent operating cash reserve of at least 25 percent of operating expenditures

The department continues to aggressively work on improving the reliability and distribution capacity of the system. Some of these projects include:

- **Southeast Water Improvements** – These improvements have been constructed with the exception of the water booster station. It is anticipated that the equipment for this station will be installed in November 2010.
- **Raw Water Reservoir Rehabilitation** – The raw water reservoir rehabilitation project provides for increased volume and installation of a synthetic liner to improve the reliability of the facility. The project is currently under construction and is scheduled to be completed in September 2010.
- **Downs Boulevard Transmission Main** – The department has contracted for the installation of a 24 inch transmission main along Downs Boulevard from Highway 96W to Columbia Avenue. Construction, once completed, will significantly improve needed distribution to the Columbia Avenue and Carters Creek Pike storage tanks.

## Water Section Revenues

Revenues declined for the Water Section approximately 3%. The rate adjustment implemented in January 2010 was designed to achieve a 10% annual increase in revenues however with the decrease in average consumption, the 5% revenue increase projected in FY 2010 was not achieved. While it is noted that average consumption per account has declined, the average cost per thousand gallons increased by 5.2% which is consistent with the established financial plan.

Revenues presented below are based on proposed revenue increases presented in the next section.

### Water Management Department Water Section Revenues

DESCRIPTION	BUDGETED 2010	BUDGETED 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
Customer Service	7,668,372	8,333,218	8,918,697	9,227,589	9,319,864	9,420,000
Penalties	200,000	230,000	230,000	230,000	230,000	230,000
Service Charges	105,000	110,000	110,000	110,000	110,000	110,000
Inspection Fees	87,000	98,000	100,000	100,000	100,000	100,000
Other Service Revenue	100,000	100,000	100,000	100,000	100,000	100,000
Interest Income	95,000	100,000	100,000	100,000	100,000	100,000
Rental Income	12,000	12,000	12,000	12,000	12,000	12,000
Transfer from General Fund (Springs Property)	-	-	-	-	-	-
<b>TOTAL WATER OPERATING REVENUE</b>	<b>\$ 8,267,372</b>	<b>\$ 8,983,218</b>	<b>\$ 9,570,697</b>	<b>\$ 9,879,589</b>	<b>\$ 9,971,864</b>	<b>\$ 10,072,000</b>

A summary of consumption history and revenues is presented in the following table.

FY (Jul - Jun)	Bills Issued for FY	Customers (Total bills/12)	Average Consumption per Bill (Gallons)	SALES (Gallons in 000's)	REVENUE (Dollars)	Avg \$/1k Gal
<b>WATER (Domestic and Irritation)</b>						
2006	193,461	16,122	108,744	1,753,150	\$5,704,663	\$3.25
2007	196,710	16,393	106,704	1,749,142	\$5,866,963	\$3.35
2008	199,050	16,588	105,717	1,753,576	\$6,246,915	\$3.56
2009	200,102	16,675	101,928	1,699,666	\$7,188,985	\$4.23
2010	200,300	16,692	94,030	1,569,513	\$6,982,749	\$4.45
<b>PERCENT CHANGE (from preceding year)</b>						
2006	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2007	1.7%	1.7%	-1.9%	-0.2%	2.8%	3.1%
2008	1.2%	1.2%	-0.9%	0.3%	6.5%	6.2%
2009	0.5%	0.5%	-3.6%	-3.1%	15.1%	18.7%
2010	0.1%	0.1%	-7.7%	-7.7%	-2.9%	5.2%

## Water Section

### *Revenues – Current and Proposed Rates*

Over the past three years, the Water Management Department has been performing cost of service analyses to ensure that the department can adequately fund the cost of operations and capital investments. Though the department has been able to remain self-supporting, it is necessary to refine the mix of revenue streams such that they reflect more closely the expenditures necessary for operations and capital expenditures.

In March 2008, the department took initial steps to achieve the desired revenue streams. In January 2010, additional adjustments were made to achieve an annual revenue increase of 10%.

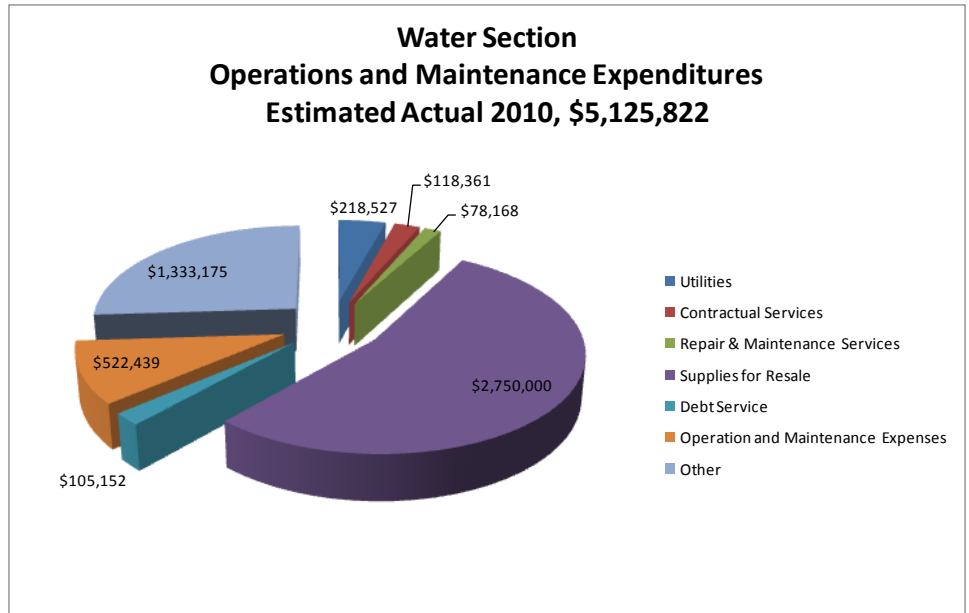


A specific design of the proposed rates for FY 2011 and 2012 is currently being developed and will be consistent with the initial proposed increases for FY 2011 and 2012 of 7% and 5% respectively. The current water rate structure is presented below.

<b>Existing Water Rates, Effective January 1, 2010</b>				
Water	First 1,000 Gallons (Availability Charge)	Next 9,000 Gallons	Next 15,000 Gallons	All Additional Usage
Residential - Inside City	\$7.22	\$3.72	\$4.65	\$5.58
Residential - Outside City	\$9.22	\$5.80	\$6.38	\$6.96
Commercial - Inside City	\$10.01	\$3.78	\$3.78	\$3.78
Commercial - Outside City	\$10.81	\$5.88	\$5.88	\$5.88

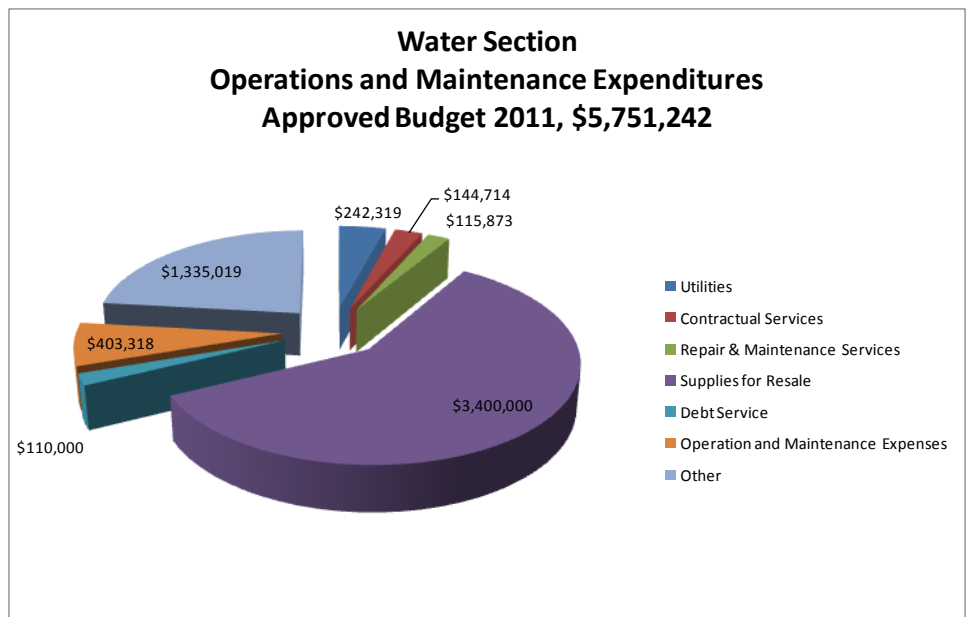
# Water Section Expenditures

**Personnel** – The cost of employee salaries and benefits remains the second largest operational expense in the Water Section behind purchase of water for resale. The estimated personnel costs for 2010 are approximately \$1,750,000 which is about \$220,000 less than budgeted. This is due to continued vacancies in the Water Treatment and Water Distribution Divisions. The new Utility Project Manager position has been hired in the Utility Administration Division; 45.4% of which is funded through the Water Section. The balance of the costs associated with this position will be paid for by Wastewater (54.5%) and Reclaimed Water (0.1%).



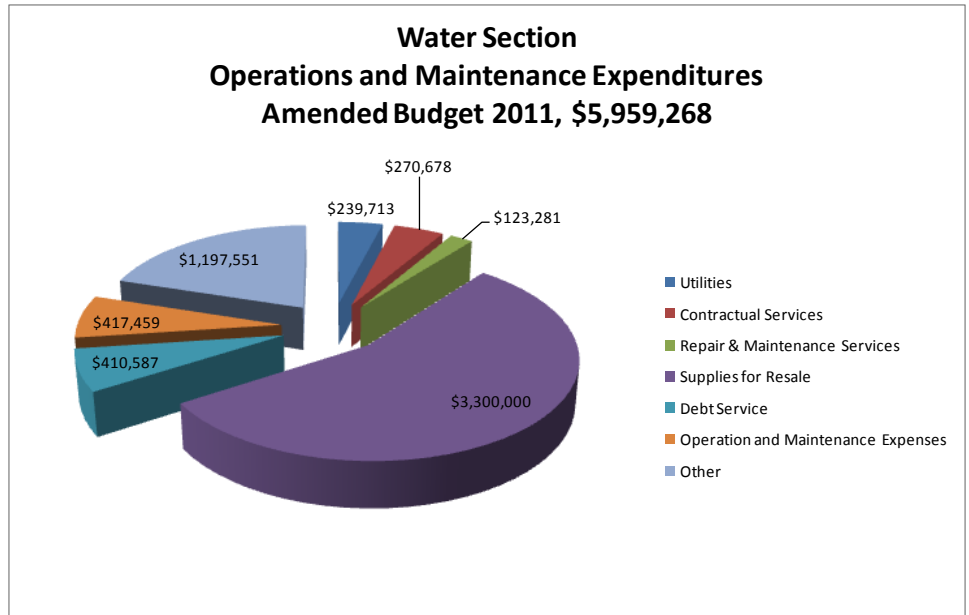
**Operations and Maintenance** – Operations and maintenance accounts for the largest expense in the Water Section. The single largest component within this expenditure category is the purchase of finished water from Harpeth Valley Utility District (HVUD). The expenditure for FY 2010 is approximately \$2,750,000 which is \$550,000 under budget. There are a number of factors attributed to the lower than expected purchase volumes including a wet summer in 2009 and economic strains. The City has also taken various efforts to heighten awareness of water resource conservation.

The summer of 2010 has also shown a decrease in water consumption, again attributed to the factors listed above. In



reviewing these factors and the rehabilitation efforts currently being performed at raw water reservoir, the proposed budget amendment reduces this expenditure by only \$100,000 with the expectation that purchases from HVUD will increase due to plant downtime. Upon completion of the raw water reservoir project, it is expected that the purchase value will reduce further. These estimates will be reviewed when the rehabilitation efforts of the City's raw water reservoir are completed.

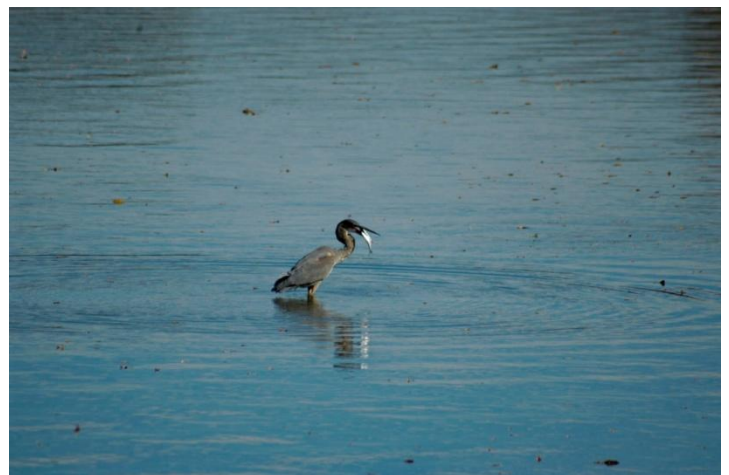
Indirect Expenses also is a large expense item in the Water Section. These expenses include reimbursement to the General Fund for customer service, utility billing, and other support functions such as MIT and Human Resources.



Utilities are estimated to be in excess of \$230,000 for FY 2010 and 2011. Electricity is the primary cost, required for booster pump stations in the distribution system, high service and raw water pumps at the Water Treatment Plant, and other day to day needs. It is anticipated that electrical costs at the plant will decrease upon completion of the raw water reservoir by reducing the volume of water pumped to the reservoir by two million gallons per day.

Contractual services requested for this year include funding for the Integrated Water Resources Plan and ongoing leak detection services. As described above, the department is taking a more aggressive approach for leak detection services due to the success of the efforts performed during FY 2010.

**Operations Capital** – Operations Capital expenditures are related to equipment and projects directly related to operations versus system replacement or expansion. Various expenditures budgeted for FY 2010 were delayed due to economic pressures. Other budgeted expenditures were eliminated upon reevaluation however various items have been carried forward to FY 2011.



# Water Management Department Water Section Expenditures

## PERSONNEL

CODE	DESCRIPTION	ESTIMATED		AMENDED					
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
81100	Salaries & Wages	\$ 1,300,183	\$ 1,096,713	\$ 1,363,310	\$ 1,303,316	\$ 1,382,816	\$ 1,429,923	\$ 1,510,024	\$ 1,561,583
81400	Employee Benefits	\$ 669,530	\$ 651,216	\$ 696,597	\$ 637,961	\$ 662,023	\$ 748,356	\$ 777,140	\$ 804,534
<b>PERSONNEL TOTAL</b>		<b>\$ 1,969,713</b>	<b>\$ 1,747,930</b>	<b>\$ 2,059,907</b>	<b>\$ 1,941,277</b>	<b>\$ 2,044,838</b>	<b>\$ 2,178,279</b>	<b>\$ 2,287,164</b>	<b>\$ 2,366,117</b>

## OPERATIONS AND MAINTENANCE

CODE	DESCRIPTION	ESTIMATED		AMENDED					
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
82100	Transportation Charges	\$ 6,437	\$ 4,015	\$ 6,437	\$ 5,737	\$ 5,737	\$ 5,737	\$ 5,737	\$ 5,737
82200	Operating Services	\$ 23,181	\$ 21,304	\$ 23,406	\$ 22,903	\$ 23,122	\$ 23,346	\$ 23,573	\$ 23,805
82300	Notices, Subscriptions, Publicity	\$ 8,190	\$ 13,763	\$ 8,190	\$ 9,645	\$ 8,918	\$ 8,918	\$ 8,918	\$ 8,918
82400	Utilities	\$ 233,122	\$ 218,527	\$ 242,319	\$ 239,713	\$ 250,409	\$ 261,604	\$ 273,359	\$ 285,702
82500	Contractual Services	\$ 166,078	\$ 118,361	\$ 144,714	\$ 270,678	\$ 141,320	\$ 81,570	\$ 81,820	\$ 97,070
82600	Repair & Maintenance Services	\$ 115,873	\$ 78,168	\$ 115,873	\$ 123,281	\$ 123,281	\$ 123,281	\$ 123,281	\$ 123,281
82700	Employee Programs	\$ 1,182	\$ 2,278	\$ 1,182	\$ 4,482	\$ 4,482	\$ 4,482	\$ 4,482	\$ 4,482
82800	Professional Development/Travel	\$ 12,334	\$ 6,340	\$ 12,734	\$ 12,734	\$ 12,734	\$ 12,734	\$ 12,734	\$ 12,734
83100	Office Supplies	\$ 5,653	\$ 4,685	\$ 5,653	\$ 5,926	\$ 5,926	\$ 5,926	\$ 5,926	\$ 5,926
83200	Operating Supplies	\$ 142,228	\$ 188,777	\$ 148,164	\$ 174,905	\$ 182,625	\$ 190,540	\$ 198,851	\$ 207,577
83300	Fuel & Mileage (Non-Travel)	\$ 41,493	\$ 28,840	\$ 44,870	\$ 44,023	\$ 48,026	\$ 52,829	\$ 58,111	\$ 63,923
83400	Supplies for Resale	\$ 3,300,000	\$ 2,750,000	\$ 3,400,000	\$ 3,300,000	\$ 3,200,000	\$ 3,300,000	\$ 3,400,000	\$ 3,500,000
83500	Equipment (<\$10,000)	\$ 38,828	\$ 32,198	\$ 25,178	\$ 17,462	\$ 23,494	\$ 26,432	\$ 28,967	\$ 23,267
83600	Repair & Maintenance Supplies	\$ 355,153	\$ 333,662	\$ 255,153	\$ 242,553	\$ 242,553	\$ 242,553	\$ 242,553	\$ 242,553
84700	Indirect Expenses	\$ 1,059,127	\$ 1,059,127	\$ 1,065,331	\$ 907,238	\$ 915,000	\$ 925,000	\$ 935,000	\$ 945,000
85100	Property and Liability Costs	\$ 40,678	\$ 53,445	\$ 40,678	\$ 50,178	\$ 50,178	\$ 50,178	\$ 50,178	\$ 50,178
85200	Rentals and Leases	\$ 1,945	\$ (4,600)	\$ 1,945	\$ 1,945	\$ 1,945	\$ 1,945	\$ 1,945	\$ 1,945
85300	Permits and Fees	\$ 28,416	\$ 41,735	\$ 28,416	\$ 44,778	\$ 43,416	\$ 43,416	\$ 43,416	\$ 43,416
85500	Financial Fees	\$ 70,000	\$ 70,045	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
85900	Other Business Expenses	\$ 1,000	\$ -	\$ 1,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
86000	Debt Service	\$ 105,152	\$ 105,152	\$ 110,000	\$ 410,587	\$ 454,640	\$ 439,908	\$ 400,000	\$ 400,000
<b>OPERATIONS AND MAINTENANCE TOTAL</b>		<b>\$ 5,756,068</b>	<b>\$ 5,125,822</b>	<b>\$ 5,751,242</b>	<b>\$ 5,959,268</b>	<b>\$ 5,808,306</b>	<b>\$ 5,870,898</b>	<b>\$ 5,969,351</b>	<b>\$ 6,116,013</b>

## OPERATIONS CAPITAL

CODE	DESCRIPTION	ESTIMATED		AMENDED					
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
89200	Buildings	\$ 70,430	\$ -	\$ -	\$ 18,160	\$ -	\$ -	\$ -	\$ -
89300	Improvements	\$ -	\$ 42,480	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
89400	Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
89500	Equipment (>\$10,000)	\$ 295,240	\$ 37,500	\$ 146,540	\$ 126,190	\$ 105,342	\$ 220,712	\$ 30,000	\$ 30,000
<b>OPERATIONS CAPITAL TOTAL</b>		<b>\$ 365,670</b>	<b>\$ 79,980</b>	<b>\$ 146,540</b>	<b>\$ 144,350</b>	<b>\$ 105,342</b>	<b>\$ 220,712</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b>WATER SECTION TOTAL</b>		<b>\$ 8,091,451</b>	<b>\$ 6,953,731</b>	<b>\$ 7,957,689</b>	<b>\$ 8,044,894</b>	<b>\$ 7,958,486</b>	<b>\$ 8,269,889</b>	<b>\$ 8,286,516</b>	<b>\$ 8,512,130</b>



## Wastewater Section

### *Overview*

The Wastewater Section includes the Wastewater Collection and Wastewater Treatment (Water Reclamation) Divisions.

The City of Franklin operates an activated sludge treatment facility located at 135 Claude Yates Drive. The City of Franklin presently has a National Pollutant Discharge Elimination System Permit (NPDES) for treatment and discharge of twelve (12) million gallons of treated effluent per day. Limits and procedures were incorporated into the NPDES Permit that allows the City of Franklin to operate a reclaimed water network. This Division is facing increasing regulatory constraints from EPA and TDEC in the area of Local Limit Loading Reductions to the Harpeth River and additional Capacity Management Operation Maintenance (CMOM) Initiative requirements. The City has applied for renewal of the NPDES permit however is waiting TDEC to finalize the permit. A public hearing for the permit is scheduled for August 31, 2010.

The Wastewater Collection Division is responsible for the operation and maintenance of the wastewater collection system including gravity sewer lines, force main lines and sewage lift stations located throughout the service area. Under this division, there are crews that are assigned to the replacement and extension of the wastewater collection system which collects and transports wastewater to the treatment plant. It is anticipated that this division will be facing an increasing workload in order to maintain compliance with EPA's Capacity Management Operation Maintenance (CMOM) Initiative requirements.

## Wastewater Section

### *Goals and Strategic Initiatives*

The primary goal for the Wastewater Section is to effectively operate the collection system with no sanitary sewer overflows and to produce high quality effluent water for distribution in the reclaimed water system and discharge to the Harpeth River that meets or exceeds permit requirements. As with the Water Section, the Wastewater Section is enhancing and implementing various programs to improve customer service, regulatory compliance, and overall operations. Some of these initiatives include the following:

- **Wet Weather Evaluation** – Consistent with the Sustainability Task Force, the department will be initiating a wet weather evaluation of the collection system to determine the percent of rainfall dependent inflow and infiltration (RDII) that enters the collection system. A program of this nature can take several years to fully implement and will remain a continuing effort to ensure the water that enters the collection system is wastewater versus rainwater or rainfall depended groundwater infiltration. Though it has not been a problem historically in Franklin, the program will reduce the potential for wet weather overflows. Some other benefits include reduction of flows to the treatment facility and reduction of treatment and conveyance costs.

- **Ordinance and Specification Revisions** – The department has contracted with Gresham Smith and Partners to refine the water, wastewater and reclaimed water specifications. A draft is currently being reviewed by staff from Water Management, Engineering, and Planning.
- **Cost Recovery** – Cover all operating cost including debt service without transfer from reserves or fees intended for capital investments.
- **Depreciation and Cash Reserve** – Budget for depreciation to allow funding of a prudent operating cash reserve of at least 25 percent of expenditures

The department continues to work on improving the reliability of the collection system by replacing aging infrastructure and by extending into areas of development, particularly to the southern areas of the City. Some of these projects include:

- **Goose Creek Interceptor, Phase II** – This project has been completed and the interceptor is in operation
- **Sharps Branch Rehabilitation** – Sharps Branch Rehabilitation project has been completed.
- **Simmons Ridge Interceptor** – The Simmons Ridge Interceptor project is funded with a loan through the State Revolving Fund. The loan entails 40% principle forgiveness. The project is currently under construction.

# Wastewater Section

## Revenues

The Wastewater Section has shown steady growth resulting from sales (gallons), rates and the customer mix. Potential exists for adverse revenue impacts should (1) we see movement to install residential irrigation meters (wastewater is excluded) (2) reclaimed use expands (3) sales decline due to efforts to reduce residential water consumption or (4) the economy does not recover as expected.

The overall sales volume has shown strong growth over the last few years. Wastewater sales in the MVUD, Milcrofton and HB&TS water districts are expected to continue to be a larger portion of our total sales as the majority of the development is occurring outside the City water district. Future growth is expected in the Cool Springs area as well as in the Goose Creek area. Although some of the Goose Creek area is served water by the City, the majority of the area will be served by others.

The rates reflect annual increases over the next two years to move to full cost recovery. Results of the Jackson-Thornton Cost of Service Study are reflected in the revenue calculations.

### Water Management Department Wastewater Section Revenues

DESCRIPTION	BUDGETED 2010	BUDGETED 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
Customer Service	8,802,424	8,881,611	9,014,835	9,150,057	9,287,308	9,387,000
Inspection Fees	100,000	100,000	100,000	100,000	100,000	100,000
Other Service Revenue	100,000	100,000	100,000	100,000	100,000	100,000
Interest Income	105,000	110,000	110,000	110,000	110,000	110,000
<b>TOTAL WASTEWATER OPERATING REVENUE</b>	<b>\$ 9,107,424</b>	<b>\$ 9,191,611</b>	<b>\$ 9,324,835</b>	<b>\$ 9,460,057</b>	<b>\$ 9,597,308</b>	<b>\$ 9,697,000</b>

A summary of wastewater service history and revenues is presented in the following table.

FY (Jul - Jun)	Bills Issued for FY	Customers (Total bills/12)	Average Consumption per Bill (Gallons)	SALES (Gallons in 000's)	REVENUE (Dollars)	Avg \$/1k Gal
<b>TOTAL SEWER</b>						
2006	213,583	17,799	119,681	2,130,153	\$5,826,638	\$2.74
2007	225,275	18,773	117,474	2,205,335	\$6,417,354	\$2.91
2008	232,446	19,371	117,878	2,283,363	\$6,843,365	\$3.00
2009	236,560	19,713	110,522	2,178,759	\$8,281,363	\$3.80
2010	238,666	19,889	103,809	2,064,643	\$8,456,886	\$4.10
<b>PERCENT CHANGE (from preceding year)</b>						
2006	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2007	5.5%	5.5%	-1.8%	3.5%	10.1%	6.4%
2008	3.2%	3.2%	0.3%	3.5%	6.6%	3.0%
2009	1.8%	1.8%	-6.2%	-4.6%	21.0%	26.8%
2010	0.9%	0.9%	-6.1%	-5.2%	2.1%	7.8%

## Wastewater Section

### *Revenues – Current and Proposed Rates*

As with the Water Section, the Water Management Department has been performing cost of service analyses for the Wastewater Section to ensure that the Department can adequately fund the cost of operations and capital investments.

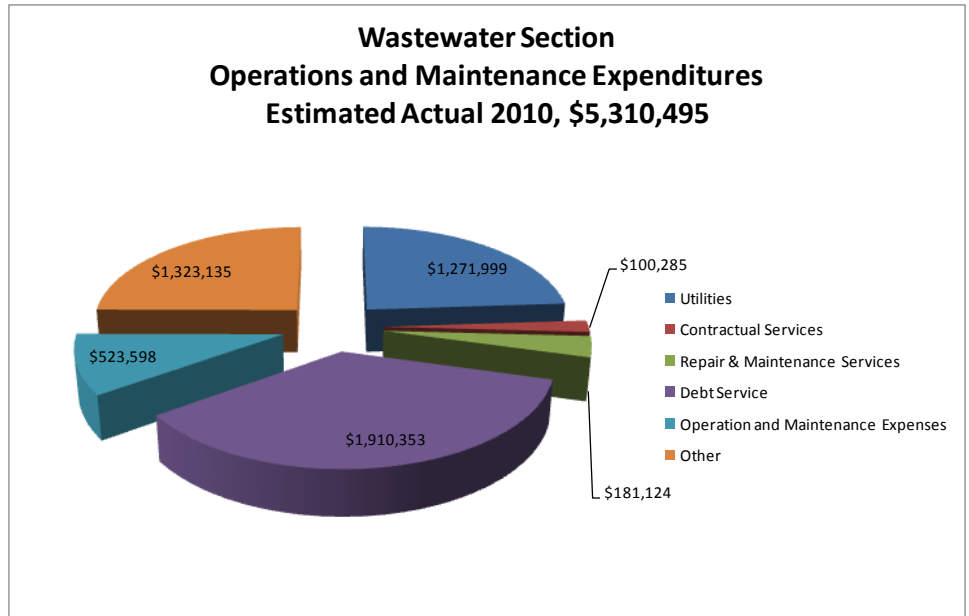
The Department has implemented a rate adjustment effective January 1, 2010 with a goal of achieving an annual increase in revenues of 15%. Consistent with the Five Year Financial Plan, the Department is proposing additional adjustments to user rates in FY 2011 and FY 2012. A specific design of the proposed rates for FY 2011 and 2012 is currently being developed and will be consistent with the initial proposed increases for FY 2011 and 2012 of 12% and 10% respectively. The current wastewater rate structure is presented below.

<b>Existing Wastewater Rates, Effective January 1, 2010</b>			
Water	First 1,000 Gallons (Availability Charge)	Next 14,000 Gallons	Over 15,000 Gallons
Residential - Inside City	\$10.05	\$3.61	\$2.82
Residential - Outside City	\$11.21	\$5.62	\$4.47
Commercial - Inside City	\$13.00	\$4.42	\$3.43
Commercial - Outside City	\$15.00	\$6.91	\$5.02

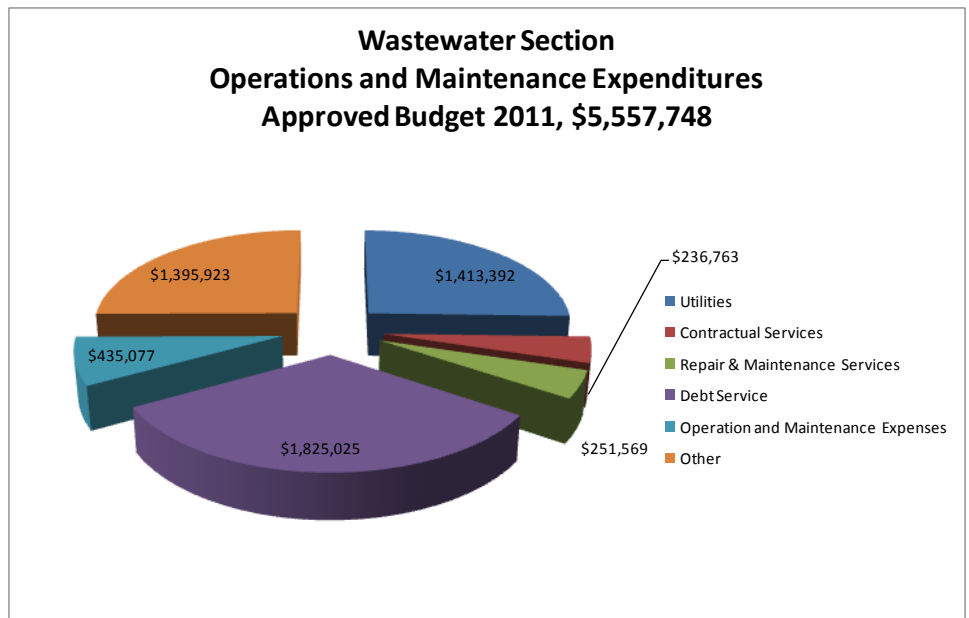
# Wastewater Section Expenditures

**Personnel** – The cost of employee salaries and benefits is the second largest operational expense in the Wastewater Section. There are no additional personnel requests this year in the Wastewater Section

**Operations and Maintenance** – Operations and maintenance accounts for the largest costs in the Wastewater Section. Utilities costs are a large expense item in Wastewater, exceeding \$1,000,000 annually. These costs are associated with aeration of the wastewater for biological processes, pumping, odor control and various other processes and operations. Measures have been taken to automate processes to improve energy efficiencies.



Indirect Expenses also is a large expense item in the Wastewater Section. As with the Water Section, these expenses include reimbursement to the General Fund for customer service, utility billing, and other support functions such as MIT and Human Resources.



There are several contractual services planned for FY 2010 and 2011. These include the Regional Integrated Water Resources Plan (IRP), Fats Oils and Grease (FOG) Inspection services, and a vulnerability assessment of the wastewater collection system and plant. The FOG program

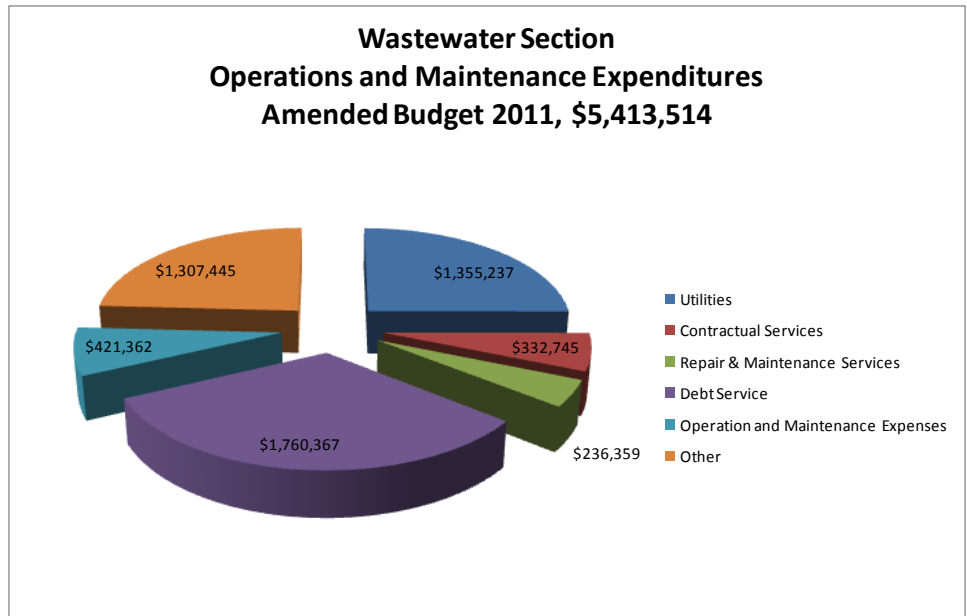
is an ongoing effort to remove fats oils and grease from the collection system to improve conveyance and treatment of wastewater. The vulnerability assessment is intended to provide the department with a set of priorities to reduce risk and to improve security and redundancies.

Debt Service in the Wastewater Section is nearly \$2,000,000. In general, the debt service is for upgrades to the collection system and Water Reclamation Facility in the late 1990s and early 2000s.

**Operations Capital –**

A number of the operations capital items budgeted for FY 2010 were not pursued due to economic pressures. As with other divisions, the

Water Management Department has evaluated the condition and age of equipment and vehicles in the Wastewater Section. The equipment and vehicles, if practicable, has been placed on a replacement schedule and has been incorporated into the budget and projections.



**Franklin Water Reclamation Facility**



# Water Management Department Wastewater Section Expenditures

**PERSONNEL**

CODE	DESCRIPTION	ESTIMATED			AMENDED		BUDGETED	PROJECTED	PROJECTED	PROJECTED
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	2012	2013	2014	2015	
81100	Salaries & Wages	\$ 2,064,853	\$ 1,868,338	\$ 2,157,330	\$ 2,065,389	\$ 2,135,672	\$ 2,268,416	\$ 2,381,249	\$ 2,462,588	
81400	Employee Benefits	\$ 1,059,191	\$ 1,053,833	\$ 1,100,860	\$ 984,177	\$ 1,015,319	\$ 1,052,141	\$ 1,088,372	\$ 1,123,161	
<b>PERSONNEL TOTAL</b>		<b>\$ 3,124,043</b>	<b>\$ 2,922,171</b>	<b>\$ 3,258,191</b>	<b>\$ 3,049,566</b>	<b>\$ 3,150,991</b>	<b>\$ 3,320,557</b>	<b>\$ 3,469,622</b>	<b>\$ 3,585,749</b>	

**OPERATIONS AND MAINTENANCE**

CODE	DESCRIPTION	ESTIMATED			AMENDED		BUDGETED	PROJECTED	PROJECTED	PROJECTED
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	2012	2013	2014	2015	
82100	Transportation Charges	\$ 3,345	\$ 961	\$ 3,345	\$ 3,495	\$ 3,495	\$ 3,495	\$ 3,495	\$ 3,495	
82200	Operating Services	\$ 320,417	\$ 329,899	\$ 334,017	\$ 338,745	\$ 349,292	\$ 364,217	\$ 379,855	\$ 396,239	
82300	Notices, Subscriptions, Publicity	\$ 6,499	\$ 6,137	\$ 6,499	\$ 8,366	\$ 7,494	\$ 7,494	\$ 7,494	\$ 7,494	
82400	Utilities	\$ 1,348,329	\$ 1,271,999	\$ 1,413,392	\$ 1,355,237	\$ 1,509,794	\$ 1,582,319	\$ 1,658,470	\$ 1,738,429	
82500	Contractual Services	\$ 297,013	\$ 100,285	\$ 236,763	\$ 332,745	\$ 152,468	\$ 152,729	\$ 153,990	\$ 154,251	
82600	Repair & Maintenance Services	\$ 251,569	\$ 181,124	\$ 251,569	\$ 236,359	\$ 234,159	\$ 234,159	\$ 234,159	\$ 234,159	
82700	Employee Programs	\$ 1,718	\$ 38	\$ 1,718	\$ 1,718	\$ 1,718	\$ 1,718	\$ 1,718	\$ 1,718	
82800	Professional Development/Travel	\$ 8,695	\$ 3,597	\$ 14,695	\$ 8,695	\$ 14,195	\$ 14,195	\$ 14,195	\$ 14,195	
83100	Office Supplies	\$ 6,844	\$ 6,025	\$ 6,844	\$ 6,571	\$ 6,571	\$ 6,571	\$ 6,571	\$ 6,571	
83200	Operating Supplies	\$ 216,994	\$ 192,913	\$ 219,533	\$ 222,317	\$ 222,199	\$ 224,997	\$ 227,934	\$ 231,018	
83300	Fuel & Mileage (Non-Travel)	\$ 117,194	\$ 85,529	\$ 127,987	\$ 103,611	\$ 124,493	\$ 136,942	\$ 150,636	\$ 165,700	
83500	Equipment (<\$10,000)	\$ 70,957	\$ 28,955	\$ 54,499	\$ 62,135	\$ 29,795	\$ 18,560	\$ 21,873	\$ 19,923	
83600	Repair & Maintenance Supplies	\$ 215,545	\$ 330,685	\$ 215,545	\$ 199,045	\$ 214,545	\$ 214,545	\$ 214,545	\$ 214,545	
84700	Indirect Expenses	\$ 704,223	\$ 704,223	\$ 711,670	\$ 604,825	\$ 615,000	\$ 625,000	\$ 635,000	\$ 645,000	
85100	Property and Liability Costs	\$ 68,815	\$ 93,304	\$ 68,815	\$ 96,815	\$ 96,815	\$ 96,815	\$ 96,815	\$ 96,815	
85200	Rentals and Leases	\$ 7,555	\$ 567	\$ 7,555	\$ 7,555	\$ 7,555	\$ 7,555	\$ 7,555	\$ 7,555	
85300	Permits and Fees	\$ 12,680	\$ 15,531	\$ 12,680	\$ 18,815	\$ 12,680	\$ 12,680	\$ 12,680	\$ 12,680	
85500	Financial Fees	\$ 45,000	\$ 45,054	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	
85900	Other Business Expenses	\$ 600	\$ 3,316	\$ 600	\$ 1,100	\$ 600	\$ 600	\$ 600	\$ 600	
86000	Debt Service	\$ 1,910,353	\$ 1,910,353	\$ 1,825,025	\$ 1,760,367	\$ 1,904,640	\$ 1,889,908	\$ 1,850,000	\$ 1,850,000	
<b>OPERATIONS AND MAINTENANCE TOTAL</b>		<b>\$ 5,614,343</b>	<b>\$ 5,310,495</b>	<b>\$ 5,557,748</b>	<b>\$ 5,413,514</b>	<b>\$ 5,552,506</b>	<b>\$ 5,639,497</b>	<b>\$ 5,722,583</b>	<b>\$ 5,845,385</b>	

**OPERATIONS CAPITAL**

CODE	DESCRIPTION	ESTIMATED			AMENDED		BUDGETED	PROJECTED	PROJECTED	PROJECTED
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	2012	2013	2014	2015	
89200	Buildings	\$ 24,525	\$ -	\$ -	\$ 21,800	\$ -	\$ -	\$ -	\$ -	
89300	Improvements	\$ -	\$ 39,888	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
89400	Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
89500	Equipment (>\$10,000)	\$ 552,200	\$ 177,400	\$ 795,950	\$ 918,058	\$ 796,018	\$ 338,260	\$ 265,000	\$ 95,000	
<b>OPERATIONS CAPITAL TOTAL</b>		<b>\$ 576,725</b>	<b>\$ 217,288</b>	<b>\$ 795,950</b>	<b>\$ 939,858</b>	<b>\$ 796,018</b>	<b>\$ 338,260</b>	<b>\$ 265,000</b>	<b>\$ 95,000</b>	

<b>WASTEWATER SECTION TOTAL</b>		<b>\$ 9,315,111</b>	<b>\$ 8,449,954</b>	<b>\$ 9,611,889</b>	<b>\$ 9,402,938</b>	<b>\$ 9,499,515</b>	<b>\$ 9,298,313</b>	<b>\$ 9,457,204</b>	<b>\$ 9,526,134</b>
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## Reclaimed Water Section

### *Overview*

On February 10, 2004, the City of Franklin Board of Mayor and Aldermen officially created the Reclaimed Division through adoption of Title 18, Chapter 4, of the Franklin Municipal Code. With the adoption of Chapter 4, the Water Management Department instituted the enforcement of the State Approved Construction Standards, Regulation and Fee Structures as set forth in the Ordinance. The Reclaimed Water Section produces and distributes water for commercial and residential irrigation use within the City's water service area.

The Division anticipates increasing demand on the reclaimed water system as the Westhaven Golf Course comes online this year as well as an increased interest due to the droughts experienced in the summers of 2007 and 2008. Additional long term planning for the reclaimed water system continues with the completion of a transmission line in the Goose Creek portion of the service area and design of a transmission line on the west side of Franklin in the vicinity of Downs Boulevard and Jim Warren Park.

There are no dedicated personnel assigned to this division. Personnel from the Wastewater Collection Division and Water Distribution Division currently maintain the reclaimed water lines and personnel from the Water Reclamation Plant operate and maintain the pumps and sampling stations.

## Reclaimed Water Section

### *Goals and Strategic Initiatives*

The primary goal for the Reclaimed Water Section is to distribute high quality effluent water for irrigation needs of customers. The Department is continuing to extend the distribution system throughout the City. Some of these projects include:

- **Goose Creek** – The construction of this project is complete however a portion of the project remains offline due to no demand.
- **Downs Boulevard and West Reclaimed Water Lines** – These projects are currently under construction. They are being funded through a loan by the State Revolving Fund which entails 40% principle forgiveness.

Though it is not an essential service, it is imperative that the Department be able to serve the demands for the system. Depending on growth, it is anticipated that the existing Long Lane Water Tank (500,000 gallons) will be converted to a reclaimed storage facility in the coming years. Additional storage facilities are being considered using existing Department property.



# Reclaimed Water Section Revenues

## Water Management Department Reclaimed Water Section Revenues

SOURCE	Actual 2007	Actual 2008	Budgeted 2009	Estimated Actual 2009	Budgeted 2010	Budgeted 2011	Projected 2012	Projected 2013	Projected 2014
<b>441 RECLAIMED REVENUE</b>									
<b>OPERATING REVENUE</b>									
38100 Customer Service	90,522	201,956	313,200	250,000	320,000	330,000	333,300	336,633	339,999
38110 Penalties	332	34	-	1,250	1,600	1,650	1,650	1,650	1,650
38130 Inspection Fees	-	-	-	-	500	500	500	500	500
36100 Interest Income	16,755	9,578	4,000	3,000	3,500	4,000	4,000	4,000	4,000
<b>Total Reclaimed Operating Revenue</b>	<b>107,608</b>	<b>211,568</b>	<b>317,200</b>	<b>254,250</b>	<b>325,600</b>	<b>336,150</b>	<b>339,450</b>	<b>342,783</b>	<b>346,149</b>

### Irrigation with Reclaimed Water at the Legends Club



# Reclaimed Water Section Expenditures

## Water Management Department Reclaimed Water Section Expenditures

### PERSONNEL

CODE	DESCRIPTION	ESTIMATED			AMENDED				
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
81100	Salaries & Wages	\$ 548	\$ 534	\$ 609	\$ 858	\$ 808	\$ 827	\$ 847	\$ 868
81400	Employee Benefits	\$ 234	\$ 226	\$ 259	\$ 247	\$ 223	\$ 232	\$ 240	\$ 250
<b>PERSONNEL TOTAL</b>		<b>\$ 782</b>	<b>\$ 760</b>	<b>\$ 868</b>	<b>\$ 1,105</b>	<b>\$ 1,031</b>	<b>\$ 1,059</b>	<b>\$ 1,088</b>	<b>\$ 1,118</b>

### OPERATIONS AND MAINTENANCE

CODE	DESCRIPTION	ESTIMATED			AMENDED				
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
82100	Transportation Charges	\$ 250	\$ 0	\$ 250	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
82200	Operating Services	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2
82300	Notices, Subscriptions, Publicity	\$ 106	\$ 2,576	\$ 106	\$ 108	\$ 110	\$ 108	\$ 108	\$ 108
82400	Utilities	\$ 30,009	\$ 30,009	\$ 31,509	\$ 31,510	\$ 33,085	\$ 34,739	\$ 36,476	\$ 38,299
82500	Contractual Services	\$ 289	\$ 287	\$ 50,023	\$ 22	\$ 352	\$ 122	\$ 122	\$ 122
82600	Repair & Maintenance Services	\$ 12,009	\$ 1,484	\$ 12,009	\$ 12,010	\$ 12,011	\$ 12,011	\$ 12,011	\$ 12,011
82700	Employee Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
82800	Professional Development/Travel	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
83100	Office Supplies	\$ 4	\$ 4	\$ 4	\$ 4	\$ 3	\$ 3	\$ 3	\$ 3
83200	Operating Supplies	\$ 125,703	\$ 125,002	\$ 131,703	\$ 131,703	\$ 138,003	\$ 144,618	\$ 151,564	\$ 158,857
83300	Fuel & Mileage (Non-Travel)	\$ 13	\$ 13	\$ 13	\$ 14	\$ 17	\$ 17	\$ 19	\$ 21
83500	Equipment (<\$10,000)	\$ 2,016	\$ 18	\$ 2,023	\$ 2,023	\$ 2,003	\$ 2,018	\$ 2,002	\$ 2,011
83600	Repair & Maintenance Supplies	\$ 13,002	\$ 924	\$ 13,002	\$ 13,002	\$ 13,002	\$ 13,002	\$ 13,002	\$ 13,002
84700	Indirect Expenses	\$ 390	\$ 390	\$ 404	\$ -	\$ -	\$ -	\$ -	\$ -
85100	Property and Liability Costs	\$ 7	\$ 6	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7
85200	Rentals and Leases	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
85300	Permits and Fees	\$ 4	\$ 4	\$ 4	\$ 4	\$ 7	\$ 4	\$ 4	\$ 4
85500	Financial Fees	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
85900	Other Business Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
86000	Debt Service	\$ -	\$ -	\$ -	\$ 92,280	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
<b>OPERATIONS AND MAINTENANCE TOTAL</b>		<b>\$ 183,816</b>	<b>\$ 160,731</b>	<b>\$ 241,071</b>	<b>\$ 282,701</b>	<b>\$ 298,613</b>	<b>\$ 306,663</b>	<b>\$ 315,331</b>	<b>\$ 324,459</b>

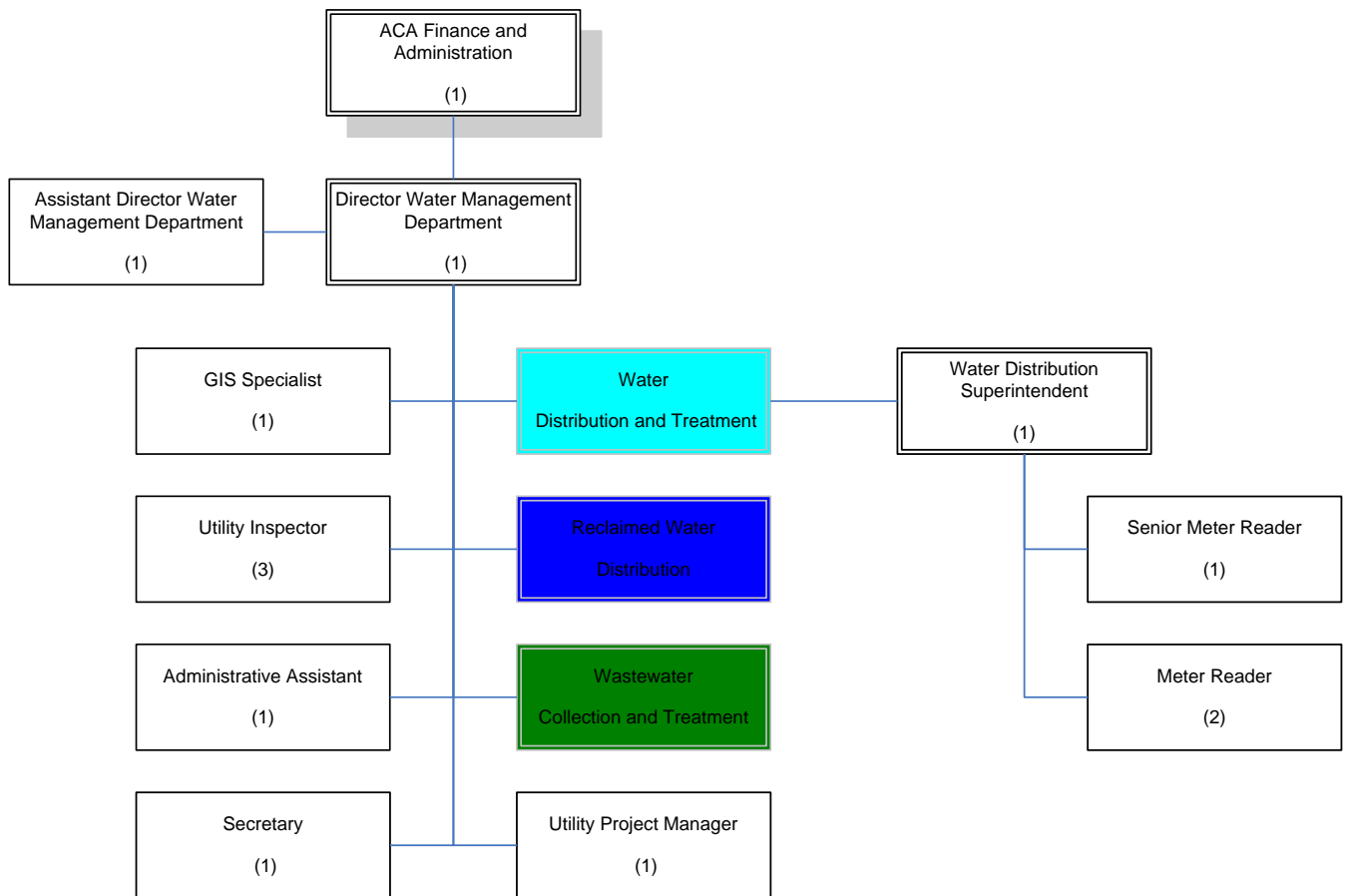
### OPERATIONS CAPITAL

CODE	DESCRIPTION	ESTIMATED			AMENDED				
		BUDGETED 2010	ACTUAL 2010	BUDGETED 2011	BUDGET 2011	BUDGETED 2012	PROJECTED 2013	PROJECTED 2014	PROJECTED 2015
89200	Buildings	\$ 45	\$ 45	\$ -	\$ -	\$ 40	\$ -	\$ -	\$ -
89300	Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
89400	Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
89500	Equipment (>\$10,000)	\$ 13,060	\$ 10,042	\$ 35,010	\$ 35,024	\$ 52	\$ 54	\$ -	\$ -
<b>OPERATIONS CAPITAL TOTAL</b>		<b>\$ 13,105</b>	<b>\$ 10,087</b>	<b>\$ 35,010</b>	<b>\$ 35,024</b>	<b>\$ 92</b>	<b>\$ 54</b>	<b>\$ -</b>	<b>\$ -</b>
<b>RECLAIMED WATER SECTION TOTAL</b>		<b>\$ 197,703</b>	<b>\$ 171,578</b>	<b>\$ 276,950</b>	<b>\$ 318,830</b>	<b>\$ 299,736</b>	<b>\$ 307,776</b>	<b>\$ 316,419</b>	<b>\$ 325,576</b>

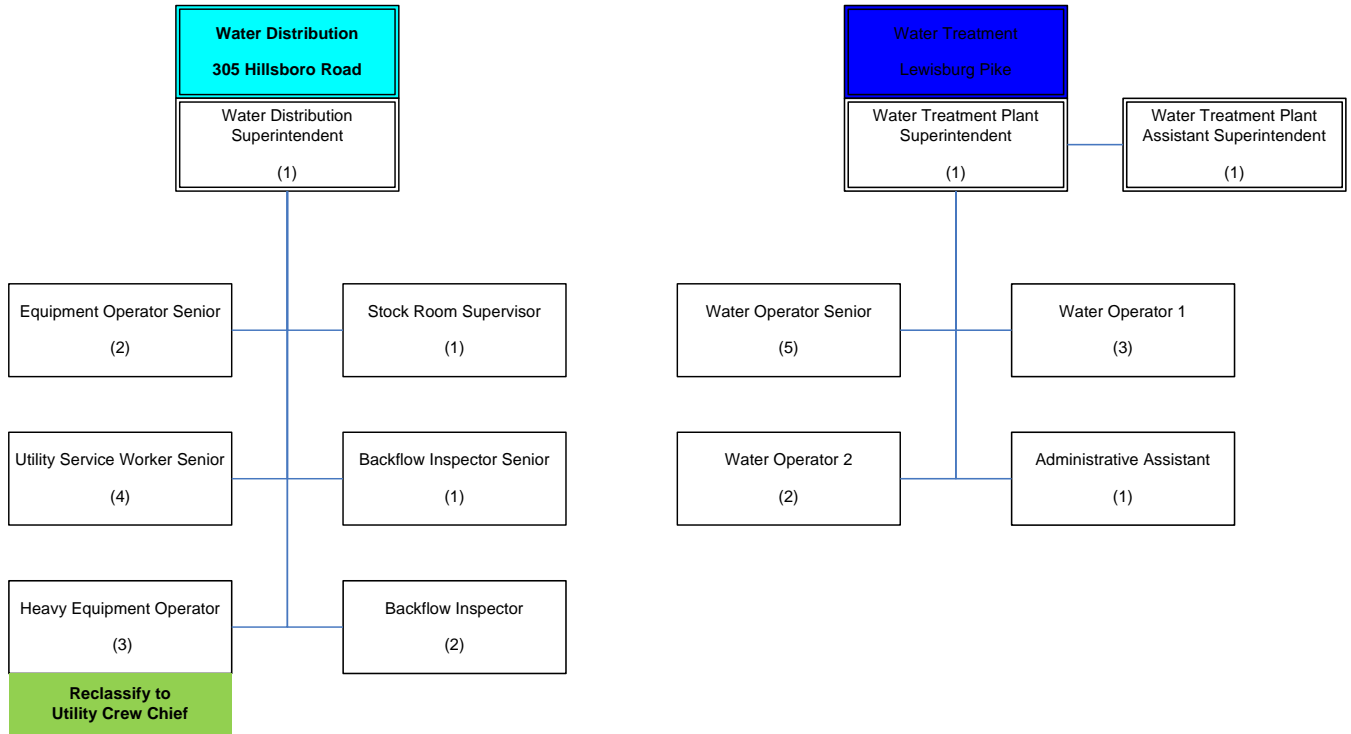
# Staffing by Position

The Water Management Department has restructured the budget into three (3) Sections; Water, Wastewater and Reclaimed Water. The Utility Administration and Utility Billing divisions are funded by all three Sections based on the customer base for water (45.4%), wastewater (54.5%) and reclaimed water (0.1%). The need for new positions has been reevaluated and several anticipated needs for FY 2010 and 2011 have been pushed back or eliminated. Included in the organizational chart and the personnel tables are proposed budget positions for FY 2011. Projected positions for FYs 2012-2015 are included in the tables following the organizational charts.

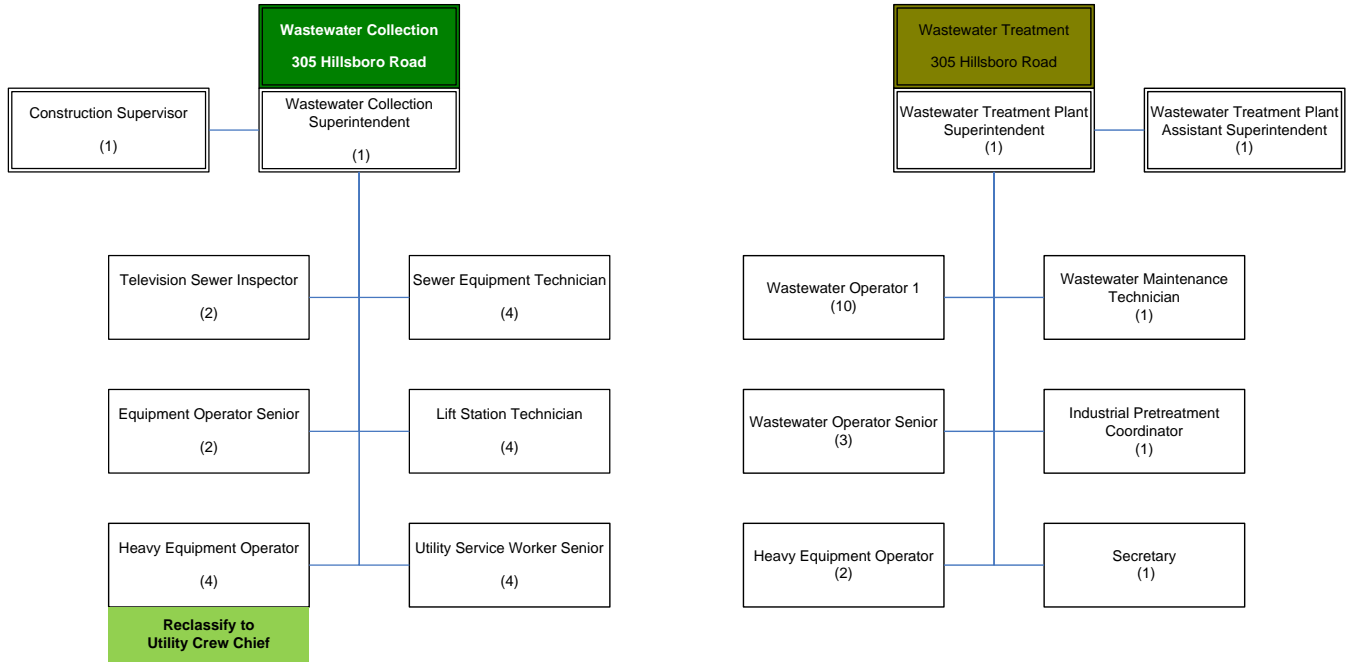
## Water Management Department Utility Administration and Utility Billing FYs 2010 2011 - Amendment



Water Management Department  
Water  
FYs 2010 2011 - Amendment



Water Management Department  
Wastewater  
FYs 2010 2011 - Amendment



**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Utility Administration**  
**Personnel by Position**

POSITION	PAY GRADE	BUDGETED FY	BUDGETED FY	PROJECTED FY
		2010 FULL-TIME	2011 FULL-TIME	2012 FULL-TIME
Director	25	1	1	1
Assistant Director	23	1	1	1
GIS Specialist	17	1	1	1
Administrative Assistant	12	1	1	1
Utility Inspector	17	3	3	3
Secretary	9	1	1	1
Utilities Project Manager	20	1	1	1
<b>Regulatory Coordinator</b>	<b>17 Est</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>TOTALS</b>		<b>9</b>	<b>10</b>	<b>10</b>

POSITION	PAY GRADE	PROJECTED FY	PROJECTED FY	PROJECTED FY
		2013 FULL-TIME	2014 FULL-TIME	2015 FULL-TIME
Director	25	1	1	1
Assistant Director	23	1	1	1
GIS Specialist	17	1	1	1
Administrative Assistant	12	1	1	1
Utility Inspector	17	3	3	3
Secretary	9	1	1	1
Utilities Project Manager	20	1	1	1
Regulatory Coordinator	TBD	1	1	1
<b>TOTALS</b>		<b>10</b>	<b>10</b>	<b>10</b>

NARRATIVE OF PERSONNEL CHANGE	TYPE OF CHANGE	PROPOSED TITLE	YEAR OF HIRE	NUMBER OF POSITIONS
Regulatory Coordinator is intended to maintain current ordinances, policies, specifications and guidance material for the Water Management Department. Additionally, the position will act as a liason between regulatory agencies and the department and assist with staff and public education of operations.	New	Regulatory Coordinator	2012	1

**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Utility Billing**  
**Personnel by Position**

<b>POSITION</b>	<b>PAY GRADE</b>	<b>BUDGETED FY 2010 FULL-TIME</b>	<b>BUDGETED FY 2011 FULL-TIME</b>	<b>PROJECTED FY 2012 FULL-TIME</b>
Meter Reader Sr	10	1	1	1
Meter Reader	9	2	2	2
<b>TOTALS</b>		<b>3</b>	<b>3</b>	<b>3</b>

<b>POSITION</b>	<b>PAY GRADE</b>	<b>PROJECTED FY 2013 FULL-TIME</b>	<b>PROJECTED FY 2014 FULL-TIME</b>	<b>PROJECTED FY 2015 FULL-TIME</b>
Meter Reader Sr	10	1	1	1
Meter Reader	9	2	2	2
<b>TOTALS</b>		<b>3</b>	<b>3</b>	<b>3</b>

<b>NARRATIVE OF PERSONNEL CHANGES</b>	<b>TYPE OF CHANGE</b>	<b>FORMER TITLE</b>	<b>PROPOSED TITLE</b>	<b>BUDGET YEAR OF HIRE</b>
No Personnel Requests				

**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Water – Water Treatment**  
**Personnel by Position**

POSITION	PAY GRADE	BUDGETED FY	BUDGETED FY	PROJECTED FY
		2010 FULL-TIME	2011 FULL-TIME	2012 FULL-TIME
Water Plant Superintendent	20	1	1	1
Asst Superintendent	19	1	1	1
Water Operator Sr	16	5	5	5
Water Operator 2	13	2	2	2
Administrative Assistant	12	1	1	1
Water Operator 1	11	3	3	3
<b>TOTALS</b>		<b>13</b>	<b>13</b>	<b>13</b>

POSITION	PAY GRADE	PROJECTED FY	PROJECTED FY	PROJECTED FY
		2013 FULL-TIME	2014 FULL-TIME	2015 FULL-TIME
Water Plant Superintendent	20	1	1	1
Asst Superintendent	19	1	1	1
Water Operator Sr	16	5	5	5
Water Operator 2	13	2	2	2
Administrative Assistant	12	1	1	1
Water Operator 1	11	3	3	3
<b>TOTALS</b>		<b>13</b>	<b>13</b>	<b>13</b>

NARRATIVE OF PERSONNEL CHANGES	TYPE OF CHANGE	PROPOSED TITLE	YEAR OF HIRE	NUMBER OF POSITIONS
No staff changes requested				



**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Water – Water Distribution**  
**Personnel by Position**

POSITION	PAY GRADE	BUDGETED FY	BUDGETED FY	PROJECTED FY
		2010 FULL-TIME	2011 FULL-TIME	2012 FULL-TIME
Distribution Superintendent	20	1	1	1
Backflow Inspector Sr	17	1	1	1
Utilities Crew Chief	13	0	3	3
Backflow Inspector	16	2	2	2
Heavy Equipment Operator	12	3	0	0
Stock Room Supervisor	12	1	1	1
Equipment Operator Senior	11	2	2	2
Utility Service Worker Sr	10	4	4	5
<b>TOTALS</b>		<b>14</b>	<b>14</b>	<b>15</b>

POSITION	PAY GRADE	PROJECTED FY	PROJECTED FY	PROJECTED FY
		2013 FULL-TIME	2014 FULL-TIME	2015 FULL-TIME
Distribution Superintendent	20	1	1	1
Backflow Inspector Sr	17	1	1	1
Utilities Crew Chief	13	3	3	3
Backflow Inspector	16	2	2	2
Heavy Equipment Operator	12	0	0	0
Stock Room Supervisor	12	1	1	1
Equipment Operator Senior	11	3	3	3
Utility Service Worker Sr	10	5	5	5
<b>TOTALS</b>		<b>16</b>	<b>16</b>	<b>16</b>

NARRATIVE OF PERSONNEL CHANGES	TYPE OF CHANGE	PROPOSED TITLE	YEAR OF HIRE	NUMBER OF POSITIONS
Reclassify Heavy Equipment Operator positions to Utilities Crew Chief positions to better characterize the positions requirements and responsibilities	New	Utilities Crew Chief	2011	3
Additional staff for anticipated growth of the distribution system	New	Utility Service Worker Senior	2012	1
Additional staff for anticipated growth of the distribution system	New	Equipment Operator Senior	2013	1

**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Wastewater – Water Reclamation**  
**Personnel by Position**

POSITION	PAY GRADE	BUDGETED FY	BUDGETED FY	PROJECTED FY
		2010 FULL-TIME	2011 FULL-TIME	2012 FULL-TIME
Wastewater Plant Superintendent	20	1	1	1
Asst Wastewater Superintendent	19	1	1	1
Industrial Pretreatment Coordinator	17	1	1	1
Wastewater Operator Sr	16	3	3	3
Wastewater Maint Technician	14	1	1	1
Heavy Equipment Operator	12	2	2	2
Wastewater Operator 1	11	10	10	10
Secretary	9	1	1	1
<b>TOTALS</b>		<b>20</b>	<b>20</b>	<b>20</b>

POSITION	PAY GRADE	PROJECTED FY	PROJECTED FY	PROJECTED FY
		2013 FULL-TIME	2014 FULL-TIME	2015 FULL-TIME
Wastewater Plant Superintendent	20	1	1	1
Asst Wastewater Superintendent	19	1	1	1
Industrial Pretreatment Coordinator	17	1	1	1
Wastewater Operator Sr	16	3	3	3
Wastewater Maint Technician	14	1	1	1
Heavy Equipment Operator	12	2	2	2
Wastewater Operator 1	11	10	10	10
Secretary	9	1	1	1
<b>TOTALS</b>		<b>20</b>	<b>20</b>	<b>20</b>

NARRATIVE OF PERSONNEL CHANGES	TYPE OF	PROPOSED TITLE	YEAR OF HIRE	NUMBER OF
	CHANGE			POSITIONS
No staff changes requested				

**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Wastewater – Wastewater Collection**  
**Personnel by Position**

POSITION	PAY GRADE	BUDGETED FY	BUDGETED FY	PROJECTED FY
		2010 FULL-TIME	2011 FULL-TIME	2012 FULL-TIME
Collection Superintendent	20	1	1	1
W&S Const. Supervisor	16	1	1	1
Television Sewer Inspector	15	2	2	2
Lift Station Technician	14	4	4	4
Utilities Crew Chief	13	0	4	4
Heavy Equipment Operator	12	4	0	0
Equipment Operator Senior	11	2	2	2
Sewer Equipment Technician	11	4	4	4
Utility Service Worker Sr	10	4	4	4
<b>TOTALS</b>		<b>22</b>	<b>22</b>	<b>22</b>

POSITION	PAY GRADE	PROJECTED FY	PROJECTED FY	PROJECTED FY
		2013 FULL-TIME	2014 FULL-TIME	2015 FULL-TIME
Collection Superintendent	20	1	1	1
W&S Const. Supervisor	16	1	1	1
Television Sewer Inspector	15	2	2	2
Lift Station Technician	14	4	4	4
Utilities Crew Chief	13	4	5	5
Equipment Operator Senior	11	2	2	2
Sewer Equipment Technician	11	4	4	4
Utility Service Worker Sr	10	6	6	6
<b>TOTALS</b>		<b>24</b>	<b>25</b>	<b>25</b>

NARRATIVE OF PERSONNEL CHANGES	TYPE OF CHANGE	PROPOSED TITLE	YEAR OF HIRE	NUMBER OF POSITIONS
Reclassify Heavy Equipment Operator positions to Utilities Crew Chief positions to better characterize the positions requirements and responsibilities	New	Utilities Crew Chief	2011	4
Additional staff for anticipated growth of the collection system	New	Utility Service Worker Senior	2013	2
Additional staff for anticipated growth of the collection system	New	Utilities Crew Chief	2014	1

**City of Franklin**  
**Water Management Department**  
**FY 2010-2011 Biennial Budget**  
**Reclaimed Water**  
**Personnel by Position**

The Reclaimed Water Section does not currently have dedicated staffing and is maintained by staff members of the Water and Wastewater Sections on an as-needed basis.

## Appendix A

# Conversion of Water/Wastewater Budget to Financial Statements

The Water/Wastewater budget is presented on a budgetary basis for comparability to the budgets for the City's governmental funds (General and Special Funds). However, as a proprietary fund whose activities are reported like a private business for its financial statements, certain items are shown in the financial statements different than the budget document.

These items are:

- 1) Capital outlay. In the budget, the actual outlay is shown as an expense. In financial statements, the outlay is shown as an asset and calculated depreciation over the asset's useful life is expensed.
- 2) Principal on debt. In the budget, principal paid is shown as an expense. In financial statements, principal paid is shown as a reduction of a liability rather than as an expense.
- 3) Accrued leave liability. In the budget, this is not shown as an expense. In financial statements, additional accrued leave an expense.

## Appendix B Contributed Revenues

In addition to the operating (customer service) revenue shown in the Water/Wastewater budget document, the City receives access and taps fees for its Water, Wastewater, and Reclaimed systems. Access fees generally are used for implementing system improvements due to growth or upgrading existing facilities for additional capacity. Tap fees generally are used for capital maintenance of the systems.

As of June 30, 2008, the City has accumulated the following access and tap fees:

<b>Tap and Access Reserves</b>			
<b>(Cash in Bank and Invested Less Accounts Payables at Fiscal Year End)</b>			
<b><u>System</u></b>	<b><u>FY 2006</u></b>	<b><u>FY2007</u></b>	<b><u>FY2008</u></b>
Water	\$7,381,233	\$7,921,523	\$8,175,366
Wastewater	6,278,113	5,905,961	6,150,658
Reclaimed	334,084	784,113	1,245,533
<b>Totals</b>	<b>\$13,993,430</b>	<b>\$14,611,597</b>	<b>\$15,571,557</b>

\* Wastewater access fees have been utilized to pay debt service on 75% of system improvements to the wastewater distribution system due to growth. As the portion of debt service has exceeded available access fees, this source is currently in a deficit position.

## Appendix C Examples of Eligible Use of Contributed Revenues

Example	Potential Sources
New vehicle for meter reading	Water operating (customer service) revenues
New computer software for utility administration	Wastewater operating (customer service) revenues
Upgrade 6" water pipe to 10" pipe due to needs of fire department or capacity needs due to growth in residential housing	Water Access (due to growth) or Water Bonds
Replace 6" water pipe with leaks with like size pipe	Water Taps (system maintenance) or Water Bonds

\*Each example could be partially funded by contributions from water or sewer rates derived from funding normal depreciation.

## Appendix D Fund Balance Reserves

In addition to the funds provided by access fees and tap fees, it is both customary and advisable for water and wastewater systems to maintain a level of cash reserves for emergency operations and for working capital purposes. Many systems have more reserves in their enterprise funds than in their general government accounts, strictly because utility systems are constructed and intended to operate as freestanding business models.

Currently, the water and wastewater funds do not have specific reserves for those purposes. In order to establish such reserves, a contribution from operating revenues above and beyond the normal funding of depreciation would be required for several years.

Over the next eight years, a suggested target rate of reserves of one months operating expenditures would be an advisable goal. Over a longer period of time, the goal should be set to increase those reserves to the level of 25% of operating costs.





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