

Enterprise Funds account for the acquisition, operations and maintenance of the City's facilities. These services are entirely or predominantly supported by user charges. The City periodically determines whether the revenue earned, expense incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. All activities necessary to provide services are budgeted for in these funds:

Sewer Fund

This fund is used to account for the operations of the regional sewer collection and treatment facilities operated by the City. Memphis continues to have the lowest residential, commercial and industrial waste water rates among the 1,250 largest cities in the nation. The last increase in sewer fees was in FY 2005.

Storm Water Fund

This fund is used to account for the operations of the storm water system operated by the Public Works, General Services and Engineering Divisions of the City. The funds are generated from the Storm Water fee assessed to Residential and Non-Residential facilities and properties within the City limits. The City's storm water fee is be added to MLG&W utility bills and moneys collected will be used to fund federally mandated storm water requirements and to alleviate local flooding problems.

SEWER FUND

SUMMARY

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Revenues				
Sewer Fees	52,284,890	50,800,000	58,300,000	63,550,000
Sewer Connections	179,878	300,000	225,000	225,000
Special Sewer Connections	44,635	80,000	60,000	60,000
Rents	103,626	32,000	32,000	32,000
Subdivision Development Fees	1,765,650	1,500,000	150,000	150,000
Total Charges for Services	54,378,679	52,712,000	58,767,000	64,017,000
Interest on Investments	1,517,055	1,950,000	0	1,950,000
Total Revenue	55,895,734	54,662,000	58,767,000	65,967,000
Expenditures				
Environmental Inspection & Preventive Maintenance	4,034,695	4,955,234	4,651,065	5,255,481
TE Maxson Treatment Plant	11,619,936	13,046,487	13,319,071	14,233,329
Maynard C. Stiles Treatment Plant	10,614,610	12,470,034	12,364,745	13,951,918
Lift Stations	914,594	1,100,474	1,033,275	1,205,366
Environmental Administration	1,033,904	1,634,284	1,529,574	1,589,498
Environmental Maintenance	4,761,395	5,566,077	4,953,863	5,938,993
Sanitary Sewer Design	750,170	977,029	1,056,603	1,074,997
Dividend to General Fund	1,300,000	1,300,000	1,300,000	1,300,000
Cost Allocation - General Fund	1,075,000	1,075,000	1,075,000	1,075,000
In Lieu of Tax	4,076,275	4,000,000	4,000,000	4,000,000
Materials & Supplies	29,194	110,000	110,000	110,000
Payment on Debt Service	6,441,092	15,041,000	15,041,000	15,368,000
Pension Fees	0	1,000	1,000	1,000
Bond Sale	900	150,000	150,000	150,000
State Loan Principal & Interest	12,692,327	0	0	132,000
Increase (Decrease) in Net Assets	-3,448,358	(6,764,619)	(1,818,196)	581,418
Total Expenditures	55,895,734	54,662,000	58,767,000	65,967,000



Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	15,226,824	17,397,546	16,076,246	18,173,193
Materials & Supplies	16,696,710	21,639,363	22,023,430	24,468,389
Capital Outlay	3,091,584	3,213,000	2,724,976	3,759,500
Transfer To Fixed Assets Capital	(1,287,204)	(2,605,000)	(1,811,746)	(3,151,500)
Total Expenditures	33,727,914	39,644,909	39,012,906	43,249,582
Program Revenue	(758,488)	0	(239,854)	0
Net Expenditures	32,969,426	39,644,909	38,773,052	43,249,582
<i>Funded Staffing Level</i>	289.00	290.00	261.33	290.00
Authorized Complement				290



SEWER FUND

PW/ENVIRONMENTAL INSPECTIONS

Description

Locate, identify, and correct problems in the sewer collection systems by providing both cleaning of sewer lines as preventive maintenance and clearing sewer stoppages on an emergency basis.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	2,490,030	2,860,184	2,782,315	3,031,631
Materials & Supplies	1,425,110	2,025,050	1,798,750	2,153,850
Capital Outlay	496,780	720,000	742,746	770,000
Transfer To Fixed Assets Capital	(377,225)	(650,000)	(672,746)	(700,000)
Net Expenditures	4,034,695	4,955,234	4,651,065	5,255,481
<i>Funded Staffing Level</i>	56.00	56.00	53.17	56.00
Authorized Complement				56

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	Not Measured	100%	100%
Protect the health of the community and the environment by providing the safe collection and transportation of wastewater through the City's sanitary sewer system in a cost-effective manner	Implement a more aggressive manhole inspection and cleaning programs to reduce the number of stoppages and overflows, as well as, prevent future emergencies by 25% from last fiscal year	Number of routine manhole inspections	25,000	15,000	15,000
	Respond to all stoppages and overflows calls within 24 hours of receiving notification or a complaint from a citizen	Percentage of calls responded to in 24 hours	79%	79%	75%



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Significantly reduce the number of on-the job injuries (OJIs)	Reduce the overall number of reported OJIs by 15% from last fiscal year, through proper training	Number of OJIs	2	2	2
Ensure that each employees' skill levels remain high	Require each employee to complete at least 16 hours of mandatory training that covers specific information pertaining to the employee's job functions by the end of the fiscal year	Number of training hours	Not Measured	700	700
Meet reporting requirements and mandates for overflows and discharges	Review the current process and implement the necessary changes to guarantee that the department adheres to all of the State's reporting requirements regarding sewage overflows and discharges, and ensure that we meet this mandate 100% percent of the time	Percentage of overflows and discharges reported on time	100%	100%	100%

SEWER FUND

PW/T.E. MAXSON TREATMENT PLANT - SOUTH

Description

To properly and cost effectively treat the wastewater and dispose of the bio-solids generated by the residents and industries in the southern half of Memphis and adjacent communities in compliance with the many regulatory requirements of the United States.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	3,810,887	4,538,910	3,877,861	4,630,752
Materials & Supplies	6,499,679	8,307,577	8,882,479	9,402,577
Capital Outlay	1,698,025	1,050,000	627,731	1,190,000
Transfer To Fixed Assets Capital	(388,655)	(850,000)	(69,000)	(990,000)
Total Expenditures	11,619,936	13,046,487	13,319,071	14,233,329
Program Revenue	(65,929)	0	(13,161)	0
Net Expenditures	11,554,007	13,046,487	13,305,910	14,233,329
<i>Funded Staffing Level</i>	69.00	69.00	57.50	69.00
Authorized Complement				69

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	89.2%	\$13.7M	\$14.4M
Maintain compliance with federal, state and local regulatory agencies, while studying and pursuing additional environmental programs within the wastewater treatment industry	To maintain a high-quality effluent and meet all State regulatory requirements limitations of 99% or more each quarter	Percentage of compliance each quarter	99.9%	100%	100%



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
	Evaluate existing treatment performance and develop a long range plan to begin prioritizing areas for future work	Survey existing staff regarding current status of equipment and staffing and begin identifying future needs.	Not Measured	100%	100%
	Assess and document current procedures used by Pretreatment Program and initiate management progression transition	Production of document by Program Manager and identify his current duties	Not Measured	100%	N/A
Operate the plant cost-effectively and minimize the financial impact through energy-efficient and other programs that encourages employee participation	Increase employee awareness of energy consumption by widening access to energy consumption data and processes that consume energy	Implement web based monitoring program for plant energy usage and review energy usage with plant staff on regular basis	Not Measured	100%	N/A
Implement a standard training program to provide adequate resources, training and education to improve service, increase employee development and reduce job injuries	Schedule at least 4 hours of health and safety training each quarter by utilizing videos, and/or PowerPoint for every employee through a cooperative effort with the Health and Safety Coordinator	Percentage of employees trained each quarter	68%	100%	100%
	Implement a total of 4 training programs, one per quarter, designed to provide advancement opportunities for employees and to introduce employees to new equipment and technology through seminars, on-the-job training, correspondence, and/or vendor training	Number of training programs implemented each quarter	Not Measured	4	4



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Minimize the number of lost time on-the job injuries (OJI's), and the effect on the operation	Reduce the overall number of reported OJIs by 15% from last fiscal year, through proper training	Lost time OJI's less than 10 per 100 FTE	12	6	6

SEWER FUND

PW/MAYNARD C. STILES TREATMENT PLANT - NORTH

Description

To properly and cost effectively treat the wastewater and dispose of the bio-solids generated by the residents and industries in the northern half of Memphis and adjacent communities in compliance with the many regulatory requirements of the United States.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	4,426,858	4,925,799	4,641,583	5,137,602
Materials & Supplies	6,090,648	7,444,235	7,691,663	8,714,316
Capital Outlay	209,218	410,000	341,499	745,000
Transfer To Fixed Assets Capital	(112,114)	(310,000)	(310,000)	(645,000)
Total Expenditures	10,614,610	12,470,034	12,364,745	13,951,918
Program Revenue	(693,949)	0	(226,693)	0
Net Expenditures	9,920,661	12,470,034	12,138,052	13,951,918
<i>Funded Staffing Level</i>	75.00	75.00	69.50	75.00
Authorized Complement				75

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	92.6	\$12.6M	\$13.6M
Maintain compliance with federal, state and local regulatory agencies, while studying and pursuing additional environmental programs within the wastewater treatment industry	To maintain a high-quality effluent and meet all State regulatory requirements limitations 99% or more each quarter	Percentage of compliance each quarter	99.9%	100%	100%
	Assess and document current procedures used by Pretreatment Program and initiate management progression transition	Production of document by Program Manager and identify staff to assume new duties	0	100%	N/A



SEWER FUND

**PW/MAYNARD C. STILES
TREATMENT PLANT - NORTH**

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
	Develop long range plan for biosolids management	Perform an inhouse projection of storage capacity of current disposal sites and initiate planning for future options	0	100%	N/A
Operate the plant cost-effectively and minimize the financial impact through energy-efficient and other programs that encourages employee participation	Increase employee awareness of energy consumption by widening access to engergy consumption data and processes that consume energy	implement web based monitoring program for plant energy usage and review energy usage with plant staff on regular basis	0	100%	N/A
Implement a standard training program to provide adequate resources, training and education to improve service, increase employee development and reduce job injuries	Schedule at least 4 hours of health and safety training each quarter by utilizing videos, and/or PowerPoint for every employee through a cooperative effort with the Health and Safety Coordinator	Percentage of employees trained each quarter	54%	100%	100%
Implement a standard training program to provide adequate resources, training and education to improve service, increase employee development and reduce job injuries	Implement a total of 4 training programs, 1 per quarter, designed to provide advancement opportunities for employees and to introduce employees to new equipment and technology through seminars, on-the-job training, correspondence, and/or vendor training	Number of training programs implemented each quarter	Not Measured	4	4
Minimize the number of lost time on-the job injuries (OJI's), and the effect on the operation	Reduce the overall number of reported OJIs by 15% from last fiscal year, through proper training	Lost time OJI's less than 8 per 100 FTE	7	7	7



Description

To provide dependable transport of wastewater through pump stations without interruption of service or discharge of pollutants into nearby streams.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	496,137	528,394	519,308	545,336
Materials & Supplies	404,808	556,080	497,967	644,030
Capital Outlay	34,390	61,000	41,000	247,500
Transfer To Fixed Assets Capital	(20,741)	(45,000)	(25,000)	(231,500)
Net Expenditures	914,594	1,100,474	1,033,275	1,205,366
<i>Funded Staffing Level</i>	8.00	8.00	8.00	8.00
Authorized Complement				8

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	Not Measured	100%	100%
Protect the health of the community and the environment by delivering consistent and reliable levels of service provided by wastewater lift station facilities, through regular inspection and maintenance of component systems to reduce pump failures	Ensure operational reliability of sewage lift stations by scheduling monthly inspections and maintenance on each facility	Number of inspections completed	1,200	1200	1200
	Minimize overtime cost associated with after hour failures by 50% from the previous fiscal year, through proper maintenance	Reduction in overtime cost and hours	39%	\$40,000	Hold Steady or Reduce O/T



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Ensure employees' skill levels remain high in order to perform adequate inspections, maintenance on pumps and to respond to emergencies	Require each employee to complete at least 16 hours of mandatory training that covers specific information pertaining to the employee's job functions by the end of the fiscal year	Number of training hours	154	132	132

Description

The mission of all Environmental Administration functions is to provide the highest level of environmental services, while charging a user fee that is consistently the lowest in the nation.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	644,559	737,719	703,729	797,643
Materials & Supplies	385,379	791,855	930,555	791,855
Capital Outlay	2,576	0	0	35,000
Transfer To Fixed Assets Capital	0	0	0	(35,000)
Total Expenditures	1,032,514	1,529,574	1,634,284	1,589,498
Program Revenue	1,390	0	0	0
Net Expenditures	1,033,904	1,529,574	1,634,284	1,589,498
<i>Funded Staffing Level</i>	10.00	10.00	9.42	10.00
Authorized Complement				10

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all qtrly forecasts	Not Measured	Meeting all qtrly forecasts	Meeting all qtrly forecasts
Provide the most cost-effective and efficient provision of sanitary sewer service while providing maximum practical protection to the environment and public health, while maintaining sewer fees at the lowest in the nation	Successfully manage the department's budget in order to generate an adequate surplus to ensure good bond rating for the sell of future sewer bonds at best cost possible for the City	Future bond rating	Moody's A2	Moody's A2	Moody's A2

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Maintaining the most competent, knowledgeable and courteous staff possible, capable of providing the most-efficient customer services to resolve customer billing inquiries as quickly as possible and provide accurate and timely accounting and budgeting support	Ensuring that the staff has the tools necessary to accurately calculate, bill and collect revenues for sewer services with minimum errors to reduce billing disputes and increase sewer revenues for City-billed industrial accounts	Number of billing disputes (These are conversions of S1 to S20. They are set by MLGW, not PW. We are correcting MLGW's errors)	4	103	100
Ensure that each employee skill-level remain high	Require each employee to complete at least 16 hours of mandatory training that covers specific information pertaining to the employee's job functions by the end of the fiscal year	Number of training hours	513	400	400

SEWER FUND

PW/ENVIRONMENTAL MAINTENANCE

Description

To provide construction-type repairs to the sewer system in a timely and cost-effective manner.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	2,731,253	3,088,477	2,755,013	3,214,198
Materials & Supplies	1,768,016	2,277,600	1,983,850	2,524,795
Capital Outlay	650,595	950,000	950,000	750,000
Transfer To Fixed Assets Capital	(388,469)	(750,000)	(735,000)	(550,000)
Net Expenditures	4,761,395	5,566,077	4,953,863	5,938,993
<i>Funded Staffing Level</i>	59.00	59.00	50.75	59.00
Authorized Complement				59

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	YES	100%	100%
Protect the health of the community and the environment by providing construction-type repairs to the sanitary sewer system in a timely and cost-effective manner	Complete all residential and commercial connections and mainline repairs within 30 days from the original date of the requests or notification	Average number of days to complete repairs and installs	Avg 21 Days	30	30
Ensure that each employees' skill levels remain high and are prepared to handle various repairs	Require each employee within the service center to complete at least 16 hours of training that covers specific information pertaining to the employee's job function by the end of the fiscal year	Number of training hours	1,817	700	700



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Minimize the number of lost time on-the job injuries (OJI's), and the effect on the operation	Reduce the number of lost time injuries by 15%, by providing every employee with adequate health and safety training, and ensuring that all safety policies are being adhered to and safety equipment is properly used	Number of lost-time injuries reported	1	3	3

Description

To provide quality and timely sewer design services and maintain accurate sewer plan records so that sanitary sewer service can be provided to new developments.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	627,100	718,063	796,437	816,031
Materials & Supplies	123,070	236,966	238,166	236,966
Capital Outlay	0	22,000	22,000	22,000
Transfer To Fixed Assets Capital	0	0	0	0
Net Expenditures	750,170	977,029	1,056,603	1,074,997
<i>Funded Staffing Level</i>	12.00	13.00	13.00	13.00
Authorized Complement				13

SEWER FUND

AUTHORIZED COMPLEMENT

Service Center/Position Title	Authorized Positions	Service Center/Position Title	Authorized Positions
<u>PW/Environmental Inspections</u>		CHEMIST QUALITY CONTROL	1
AIDE POLLUTION CONTROL	9	CHEMIST WTP	1
CLERK GENERAL A	1	CHEMIST WTP ASST	1
CREWPERSON SEMISKILLED	14	CLERK GENERAL A	2
DISPATCHER	5	CLERK INVENT CONTROL SR	1
ENGINEER ENVIRONMENTAL	1	CUSTODIAN	1
INSP POLLUTION CONTROL	12	ELECT MNT WTP	2
OPER STOPPAGE SEWER	10	ENG DESIGNER ENVIRONMENTAL A	2
SCHEDULER PLANNER	1	FOREMAN GEN WTP E I	1
SUPER SHIFT PUB WKS	3	FOREMAN GEN WTP MECH	2
Total PW/Environmental Inspections	56	INSP POLLUTION CONTROL	2
<u>PW/T.E. Maxson Treatment Plant - South</u>		MECH MNT WTP II	12
CLERK GENERAL B	1	MECH SHOP	1
CLERK INVENT CONTROL SR	1	MGR INDUST WASTE MONITOR	1
ELECT MNT WTP	2	MGR WTP	1
FOREMAN GEN WTP E I	1	MGR WTP MNT	1
FOREMAN GEN WTP MECH	3	MGR WTP PROCESSING	1
MECH HEAVY EQUIP	3	OPER HEAVY EQUIP	3
MECH MNT WTP II	11	OPER MECHANICAL	13
MECH SHOP	1	OPER WASTE TREAT I	1
MECHANIC MNT WTP I	8	OPER WASTE TREAT II	8
MGR WTP	1	PAINTER	1
MGR WTP MNT	1	SPEC INDUST PRETREAT	1
MGR WTP PROCESSING	1	SUPER OM SHIFT	1
OPER HEAVY EQUIP	1	SUPER WTP OPERATIONS	1
OPER MECHANICAL	9	TECH CONTROL WTP	3
OPER WASTE TREAT I	1	TECH INDUSTRIAL PRETREAT	3
OPER WASTE TREAT II	8	Total PW/Maynard C. Stiles Treatment Plant - North	75
PAINTER	1		
SECRETARY B	1	<u>PW/Lift Stations</u>	
SPREADER SLUDGE	6	ENGINEER STATIONARY I	1
SUPER OM SHIFT	4	ENGINEER STATIONARY II	2
SUPER WTP OPERATIONS	1	HELPER MAINTENANCE	3
TECH CONTROL WTP	3	MGR SEWER LIFT STAT MNT	1
Total PW/T.E. Maxson Treatment Plant - South	69	PAINTER	1
		Total PW/Lift Stations	8
<u>PW/Maynard C. Stiles Treatment Plant - North</u>		<u>PW/Environmental Administration</u>	
AIDE POLLUTION CONTROL	1	ADMN ENGINEERING	1
ANALYST LAB	6	ADMN ENVIRON CONST ADMIN	1



SEWER FUND

AUTHORIZED COMPLEMENT

Service Center/Position Title	Authorized Positions	Service Center/Position Title	Authorized Positions
ADMR WASTE COLLECT FAC	1		
ADMR WTP FACILITIES	1		
CLERK ACCOUNTING B	2		
COORD SEWER CONSTRUCTION	1		
ENGINEER ENVIRONMENTAL	2		
SECRETARY A	1		
Total PW/Environmental Administration	<u>10</u>		
<i><u>PW/Environmental Maintenance</u></i>			
CLERK GENERAL A	1		
CLERK GENERAL B	1		
CLERK INVENT CONTROL SR	1		
DISPATCHER	1		
FOREMAN SEWER MNT	3		
MECH HEAVY EQUIP	3		
MGR ENVIRON PROJECT	1		
MGR ENVIRONMENTAL MNT	1		
OPER BACKHOE	2		
OPER HEAVY EQUIP	5		
PIPELAYER	24		
SCHEDULER PLANNER	1		
SUPER SEWER MAINT	1		
SUPER SHIFT PUB WKS	4		
WORKER CONCRETE	10		
Total PW/Environmental Maintenance	<u>59</u>		
<i><u>ENG/Sanitary Sewer Design</u></i>			
ENGINEER DESIGN	4		
ENGINEER DESIGN SENIOR	1		
INSP ZONE CONSTRUCTION	4		
SECRETARY B	1		
TECH ENGINEERING AA	3		
Total ENG/Sanitary Sewer Design	<u>13</u>		
<u>TOTAL SEWER FUND</u>	<u>290</u>		



STORM WATER FUND

SUMMARY

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Revenues				
Storm Water Fees	16,993,805	20,400,000	20,005,000	21,909,000
Open Transfer-In	452,000	452,000	452,000	452,000
Fines & Forfeitures	(10,483)	5,000	5,000	5,000
Other	184,933			
Total Revenue	17,620,255	20,857,000	20,457,000	22,366,000
Expenditures				
PW/Drain Maintenance	4,511,012	5,019,650	5,019,650	5,679,318
PW/Heavy Equipment Services	1,550,885	1,960,909	1,960,909	2,195,276
PW/Flood Control	1,021,751	1,202,234	1,202,234	1,335,401
PW/Storm Water	637,902	1,242,195	1,242,195	1,235,693
GS/Street Sweeping	1,520,703	3,132,489	3,132,489	2,312,819
Eng/Drainage Design	288,155	336,554	336,554	358,991
Cost Allocation - General Fund	300,000	300,000	300,000	300,000
MLG&W Billing	260,924	408,000	408,000	408,000
Material & Supplies		50,000	50,000	50,000
Depreciation	584,352	500,000	500,000	500,000
Transfer Out - Debt Service	2,300,000	4,412,440	4,412,440	4,412,440
Increase in Net Assets	4,644,571	2,292,529	1,892,529	3,578,062
Total Expenditures	17,620,255	20,857,000	20,457,000	22,366,000



Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	6,623,423	7,828,248	7,828,248	8,408,100
Materials & Supplies	2,284,039	4,397,743	4,397,743	3,951,358
Capital Outlay	638,614	668,040	668,040	956,040
Transfer To Fixed Assets Capital	(16,149)	0	0	0
Total Expenditures	9,529,927	12,894,031	12,894,031	13,315,498
Program Revenue	(174,449)	(385,000)	(385,000)	0
Net Expenditures	9,355,478	12,509,031	12,509,031	13,315,498
<i>Funded Staffing Level</i>	146.00	147.00	138.00	147.00
Authorized Complement				147



Description

To preserve, repair, and improve the city's storm sewer infrastructure and the efficient, consistent delivery of essential City services vital to our citizens' quality of life.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	3,280,776	3,594,890	3,446,626	3,970,316
Materials & Supplies	742,379	971,760	1,307,782	1,171,002
Capital Outlay	504,006	453,000	463,159	538,000
Transfer To Fixed Assets Capital	(16,149)	0	0	0
Total Expenditures	4,511,012	5,019,650	5,217,567	5,679,318
Program Revenue	(4,390)	0	(2,203)	0
Net Expenditures	4,506,622	5,019,650	5,215,364	5,679,318
<i>Funded Staffing Level</i>	<i>72.00</i>	<i>73.00</i>	<i>68.17</i>	<i>73.00</i>
Authorized Complement				73

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts		100%	100%
To protect property by reducing the likelihood of storm water flooding by providing preventive maintenance that includes inspection and repairs through cost-effective measures	Establish an aggressive plan to inspect 50% of all drainage basins within the City and arrange the necessary repairs to any damages that could cause unexpected flooding without undue delays	Percentage of basins inspected	100%	100%	100%



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Improve drainage conditions by increase the routine inspection and cleaning the City's drainage inlets	Establish a more aggressive plan to increase the number of storm drain inlets inspected and cleaned per day by 10% and to inspect and clean all high risk inlets once per month or determined by thunder storms	Percentage of inlets inspected and cleaned	4.7%	100%	100%
Ensure that each employees' skill levels remain high	Require each employee within the service center to complete at least 10 hours of training that covers specific information pertaining to the employee's job function by the end of the fiscal year	Number of training hours		730	730
Minimize the number of lost time on-the job injuries (OJI's), and the effect on the operation	Reduce the number of lost time injuries by 15%, by providing every employee with adequate health and safety training, and ensuring that all safety policies are being adhered to and safety equipment is properly used	Number of lost-time injuries reported	Not Measured	4	3

Description

To preserve, repair, and improve the city's infrastructure and the efficient, consistent delivery of essential City services vital to our citizen's quality of life.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	1,128,392	1,281,909	1,199,646	1,415,126
Materials & Supplies	309,820	474,000	486,299	570,150
Capital Outlay	112,674	205,000	200,000	408,000
Transfer To Fixed Assets Capital	0	0	0	0
Net Expenditures	1,550,886	1,960,909	1,885,945	2,393,276
<i>Funded Staffing Level</i>	21.00	21.00	20.50	21.00
Authorized Complement				21

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	Not Measured	100%	100%
Facilitate major infrastructures repairs and community enhancement projects that require particular expertise in the use of heavy equipment	Increase the number of heavy equipment projects completed this fiscal year by 5%, to include locations in need of grading, clearing and/ or excavating to enhance the aesthetics of the environment, allow proper water flow or to control erosion	Percentage of projects completed	1,488	80%	80%



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Improve preparedness and emergency responses through additional training	With the help of other agencies including EMA, plan and conduct at least one emergency drills or training exercise before the end of the fiscal years that involves the mobilization of any and all heavy equipment vehicles and other necessary resources within the department in order to prepare for and respond to various emergencies and disasters in the future	Completion of exercise/drill	8	1	1
Ensure that each employees' skill levels remain high	Require each employee within the service center to complete at least 10 hours of training that covers specific information pertaining to the employee's job function by the end of the fiscal year	Number of training hours		400	400
Minimize the number of lost time on-the job injuries (OJI's), and the effect on the operation	Reduce the number of lost time injuries by 15%, by providing every employee with adequate health and safety training, and ensuring that all safety policies are being adhered to and safety equipment is properly used	Number of lost-time injuries reported	Not Measured	0	0

Description

To provide quality flood protection and to protect City of Memphis homes and businesses from flood water caused by high river water and rain.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	776,123	869,709	819,054	911,124
Materials & Supplies	245,628	332,525	432,422	424,277
Net Expenditures	1,021,751	1,202,234	1,251,476	1,335,401
<i>Funded Staffing Level</i>	16.00	16.00	15.00	16.00
Authorized Complement				16

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	Not Measured	100%	100%
To protect public health as well as private property and infrastructure through a variety of quality flood control measures in a cost effective manner	Perform monthly inspections and tests of all flood control facilities in order to maintain their excellent condition and achieve an Outstanding rating annually by the U.S Corp of Engineers	Annual Corps of Engineers' rating	600	Outstanding	Outstanding
	Perform monthly inspections of all flood control facilities in order to prevent any pump station failures during increased river stages and potential flooding periods. Start-up tests shall be performed on a quarterly basis to ensure pumps are properly functioning	Number of pump station failures	1	0	0



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Ensure that each employees' skill levels remain high and are prepared to handle a flooding crisis	Require each employee within the service center to complete at least 16 hours of training that covers specific information pertaining to the employee's job function by the end of the fiscal year	Number of training hours		180	180
Minimize the number of lost time on-the job injuries (OJI's), and the effect on the operation	Maintain 0 number of OJIs by providing every employee with adequate health and safety training, and ensuring that all safety policies are being adhered to and safety equipment is properly used	Number of lost-time injuries reported	Not Measured	1	1

Description

To protect the health of the City's citizens and the environment in which they live by developing and implementing programs to address pollution in storm water runoff from four defined source areas: residential and commercial, industrial and landfill, illicit connections and illegal dumping, and construction sites. (The program also works to reduce visible pollution caused by litter).

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	316,548	414,351	345,055	397,491
Materials & Supplies	298,937	819,844	1,012,081	830,202
Capital Outlay	21,934	8,000	8,000	8,000
Transfer To Fixed Assets Capital	0	0	0	0
Total Expenditures	637,419	1,242,195	1,365,136	1,235,693
Program Revenue	(10,483)	(5,000)	(5,000)	0
Net Expenditures	647,902	1,237,195	1,360,136	1,235,693
<i>Funded Staffing Level</i>	<i>7.00</i>	<i>7.00</i>	<i>6.33</i>	<i>7.00</i>
Authorized Complement				7

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Develop and monitor the service center's annual budget in accordance with the division's goals and policies	To ensure the service center stays within budget by establishing internal budget constraints and monitoring all expenditures	Meeting all quarterly forecasts	Not Measured	Meeting all qtrly forecasts	Meeting all qtrly forecasts
Improve and protect of the quality of life for the citizens and the environment through the development of storm water solutions and programs in accordance with NPDES standards	Organize and facilitate 10% more public education forums throughout the City than the number held in previous years to increase awareness of storm water programs and to gain more participation and responsibility from citizens and businesses	Number of forums held	256	133	140



GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
	Continue the plan to collect and analyze monthly water samples from each of the rivers and streams running through the City to determine water quality	Number of water samples tested	0	12	12
Ensure employees' skill levels remain high in order to perform sampling and other job functions	Require each employee to complete at least 16 hours of mandatory training that covers specific information pertaining to the employee's job functions by the end of the fiscal year	Number of training hours		112	100
Minimize the number of lost time on-the-job injuries (OJI's), and the effect on the operation	Maintain 0 number of OJIs by providing every employee with adequate health and safety training, and ensuring that all safety policies are being adhered to and safety equipment is properly used	Number of lost-time injuries reported	Not Measured	0	0
Improve and protect of the quality of life for the citizens and the environment through the development of storm water solutions and programs in accordance with NPDES standards	To organize and facilitate 10% more public education forums throughout the City than the number held in previous years to increase awareness of storm water programs and to gain more participation and responsibility from citizens and businesses	Number of forums held	30	30	33
	To continue the plan to collect and analyze monthly water samples from each of the rivers and streams running through the City to determine water quality	Number of water samples tested	27	27	27

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Ensure employees' skill levels remain high in order to perform sampling and other job functions	To require each employee to complete at least 16 hours of mandatory training that covers specific information pertaining to the employee's job functions by the end of the fiscal year	Number of training hours	120	112	112
Minimize the number of lost time on-the-job injuries (OJI's), and the effect on the operation	To maintain 0 number of OJIs by providing every employee with adequate health and safety training, and ensuring that all safety policies are being adhered to and safety equipment is properly used	Number of lost-time injuries reported	0	0	0



Description

Street Sweeping helps Memphis retain the image of a beautiful, clean city through our efforts to clean and maintain City rights-of-way, vacant lots, lots with vacant houses and to make downtown a cleaner place.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	454,355	12,200	0	0
Materials & Supplies	340,839	843,887	9,455	0
Total Expenditures	795,194	856,087	9,455	0
Program Revenue	(90,127)	(190,000)	0	0
Net Expenditures	705,067	666,087	9,455	0

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	486,940	1,432,515	1,343,671	1,468,932
Materials & Supplies	238,569	843,887	794,524	843,887
Total Expenditures	725,509	2,276,402	2,138,195	2,312,819
Program Revenue	(90,415)	(190,000)	(190,000)	0
Net Expenditures	635,094	2,086,402	1,948,195	2,312,819
<i>Funded Staffing Level</i>			24.00	26.00
Authorized Complement				26



Description

To provide quality and timely drainage design services and maintain accurate drainage plan records so that storm water drainage service can be provided to new developments.

Operating Budget

Category	FY 2008 Actual	FY 2009 Adopted	FY 2009 Forecast	FY 2010 Adopted
Personnel Services	180,289	222,674	240,404	245,111
Materials & Supplies	107,867	111,840	111,840	111,840
Capital Outlay	0	2,040	2,040	2,040
Transfer To Fixed Assets Capital	0	0	0	0
Net Expenditures	288,156	336,554	354,284	358,991
<i>Funded Staffing Level</i>	4.00	4.00	4.00	4.00
Authorized Complement				4

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Goal	Objective	Performance Measure	Actual FY 2008	Estimated FY 2009	Adopted FY 2010
Provide planning/ design construction inspection services for necessary public drainage improvements	To initiate studies on requested projects within 4 months of receipt	Percentage of studies started within time frame	100%	100%	100%
	To keep design costs within 14.5% of construction costs	Percent of design cost vs. construction cost of project	10.0%	10.0%	8.0%

STORM WATER FUND

AUTHORIZED COMPLEMENT

Service Center/Position Title	Authorized Positions	Service Center/Position Title	Authorized Positions
<u>PW/Drain Maintenance</u>		<u>PW/Storm Water</u>	
ADMR DRAIN MAINT	1	CLERK ACCOUNTING B	1
AIDE POLLUTION CONTROL	1	COORD STORMWATER PROJ	3
CLERK GENERAL A	2	ENGINEER ENVIRONMENTAL	1
COORD DRAIN MAINT	1	TECH ENVIRONMENTAL	2
CREWPERSON SEMISKILLED	13	Total PW/Storm Water	7
DISPATCHER	1		
FOREMAN MNT PUB WKS	12		
INSP POLLUTION CONTROL	1	<u>Street Sweeping</u>	
MASON BRICK	3	OPER EQUIPMENT	3
MGR DRAIN MAINT	1	OPER HEAVY EQUIP LD	1
OPER EQUIPMENT	9	OPER SWEEPER	21
OPER HEAVY EQUIP	3	SUPER ZONE HEAVY EQUIP	1
OPER STOPPAGE SEWER	2	Total Street Sweeping	26
PIPELAYER	12		
SUPER DRAIN MAINT	1	<u>ENG/Drainage Design</u>	
SUPER RECORDS INVENTORY	1	CLERK GENERAL B	1
SUPER SHIFT PUB WKS	3	ENG DESIGNER AA	1
WORKER CONCRETE	6	ENGINEER DESIGN SENIOR	1
Total PW/Drain Maintenance	73	TECH ENGINEERING AA	1
		Total ENG/Drainage Design	4
		<u>TOTAL STORM WATER FUND</u>	<u>147</u>
<u>PW/Heavy Equipment Services</u>			
CLERK GENERAL A	1		
GREASER	1		
MECH HEAVY EQUIP	3		
MGR HEAVY EQUIP SVCS	1		
OPER EQUIPMENT	7		
OPER HEAVY EQUIP	6		
SERVICEMAN VEHICLE	1		
SUPER HEAVY EQUIP	1		
Total PW/Heavy Equipment Services	21		
<u>PW/Flood Control</u>			
CLERK GENERAL A	1		
CREWPERSON	1		
ENGINEER STATIONARY I	4		
ENGINEER STATIONARY II	3		
FOREMAN GEN STATIONARY ENG	1		
HELPER MAINTENANCE	5		
MECH SHOP	1		
Total PW/Flood Control	16		

