



el paso  
**WATER**

**ANNUAL**  
FISCAL YEAR  
**BUDGET**  
2021-2022



PUBLIC**SERVICE**BOARD

# ANNUAL BUDGET

FISCAL YEAR 2021-2022



## PUBLIC SERVICE BOARD MEMBERS

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Secretary-Treasurer



**Kristina Mena, PhD**  
Chair



**Ivonne Santiago, PhD**  
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**Henry Gallardo**  
Member



**Christopher A. Antcliff, J.D.**  
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**Bryan Morris**  
Member



**Oscar Leeser**  
Mayor, City of El Paso

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Strategic Financial &  
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**Alfredo Solano,**  
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**Jeff Tepsick**  
Assistant Chief Financial Officer

**Lidia Carranco**  
Fiscal Operations Manager

**Ana M. Pucella**  
Budget & Management Analyst

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## HOW TO MAKE THE MOST OF THIS DOCUMENT

This budget book is intended to provide a clear, understandable financial plan that can be used by the rate paying citizens of the City of El Paso, including the Public Service Board. Inside is a guide for the operating activities for Fiscal Year 2021-2022 (March 1, 2021 to February 28, 2022) broken down as follows:

<b>Introduction:</b>	Message from the President and CEO; El Paso Water (EPWater) Organization Structure; Government Finance Officers Association Distinguished Budget Presentation Award
<b>Community and Utility Profile:</b>	Summary of EPWater service area system
<b>Strategic Plan:</b>	Summary of Public Service Board's guiding plans
<b>Financial Policies:</b>	Summary of the Water and Wastewater Utility's financial policies
<b>Financial Plan:</b>	Fiscal year 2021-2022 budget overview of the Water and Wastewater Utility
<b>Capital Improvements:</b>	Summary and project-by-project description of all design, planning, and construction projects intended to create, maintain, or improve Water and Wastewater Utility assets
<b>Operating Budget Detail:</b>	Explicit presentation of each of the Water and Wastewater Utility's subcomponent business units, including FY 2021-2022 approved budgeted appropriations, strategic objectives, and quantifiable performance measures to ensure these goals and objectives are being met
<b>Stormwater Utility:</b>	Review of the goals and objectives for FY 2021-2022, the detail operational budget and the capital improvement budget
<b>Statistical:</b>	Ten-year summary of selected financial water, wastewater, and stormwater system data
<b>Appendix:</b>	Glossary of key terms, an index of acronyms and a detailed schedule of EPWater operating and maintenance budget account classifications

Any additional financial, legal, or other policy information, may be addressed to the Chief Financial Officer:

**Via Hand Delivery:** 1154 Hawkins Blvd, 1<sup>st</sup> Floor

**U.S. Mail:** El Paso Water  
PO Box 511  
El Paso, Texas 79925

Complete copies of the Annual Budget, Annual Report(s), Comprehensive Annual Financial Report, Rules and Regulations are available at:

**Website:** [www.epwater.org](http://www.epwater.org)





January 13, 2021

Dr. Kristina Mena, Chair  
 Dr. Ivonne Santiago, Vice Chair  
 Terri Garcia, Secretary-Treasurer  
 Henry Gallardo, Member  
 Christopher Antcliff, Member  
 Bryan Morris, Member  
 Hon. Oscar Leeser, Mayor, City of El Paso

Dear Public Service Board Members:

With this letter, I submit for your approval the Fiscal Year 2021-2022 Water, Wastewater and Reclaimed Water Utility combined operating and capital budget totaling \$459.6 million and the Stormwater Utility operating and capital budget totaling \$48.7 million. The detailed operating and capital budgets have been presented to you for your input, review, and guidance in the public budget workshop held November 30, 2020, and the Stormwater fee alternatives at the regular board meeting on December 9, 2020. The budgets are consistent with the Board's Strategic Plan and achieve the following key objectives:

- Provide sufficient funding for the operation and maintenance of the system
- Improve plant infrastructure with an emphasis in the next five years in rehabilitation and expansion of wastewater treatment plants
- Increase and diversify our water resource portfolio to ensure future water supply for the El Paso community
- Continue to implement technological advancements to increase efficiencies and improve customer service
- Ensure financial stability while providing affordable services to our customers

2020 was a challenging year due to the COVID-19 pandemic. The Utility was able to adapt to the crisis and continued providing essential services to the community while assisting customers affected financially by discontinuing disconnections of services, making available CARES Act financial assistance, and offering customers extended payment plans for delinquent account balances.

**The following are the highlights of the Water, Wastewater and Reclaimed Water Operations and Capital Budget:**

- The \$116.2 million operating budget for FY 2021-22 represents an increase of \$4.4 million versus last fiscal year's budget. The Utility expects drought conditions therefore there is a decrease in surface water expense of \$4.0 million offset by increases in maintenance of \$1.7 million, utilities of \$3.0 million, personnel services of \$721,000 and miscellaneous expenses of \$2.6 million.
- The capital budget of \$242.0 million includes \$4.5 million for capital equipment and these major projects:
  - \$20.3 million for water treatment facilities improvements including \$8.2 million for the Kay Bailey Hutchison Desalination Facility Improvements;
  - \$6.0 million for the continuing implementation of a new Customer Service Information System that is estimated to be completed by 2022 with an estimated total cost of \$22.0 million; and
  - \$46.4 million for improvements to wastewater treatment plants including \$15.1 million for upgrades and rehabilitation of the Robert R. Bustamante Wastewater Treatment Plant.

**The following are the highlights of the Stormwater Operations and Capital Budget:**


- The \$7.6 million operating budget for FY 2021-22 is \$180,000 more than last fiscal year's budget due to increase maintenance.
- The capital budget of \$30.0 million, which includes \$296,000 for capital equipment, and the following projects to addresses the most urgent needs of the system.
  - \$8.5 million for improvements to stormwater storage capacity, which includes \$4.0 million for the Arroyo 1A Dam – Stormwater Basins Improvements,
  - \$2.6 million for the Fort Bliss Diversion Access Boxes Improvements, and
  - \$2.7 million for the Corrugated Metal Pipe Replacement Program.

**Water, Wastewater and Reclaimed Water Rate and Stormwater Fee Impacts**

A typical residential customer will see an increase in their monthly water, wastewater and stormwater bill of \$1.37.

The FY 2021-22 operating and capital budgets for the Water, Wastewater, Reclaimed Water and Stormwater took into account the current COVID-19 pandemic and related increases in operational costs and reflects the Utility's commitment to provide the highest services at an affordable rate/fee to our customers while maintaining financial stability.

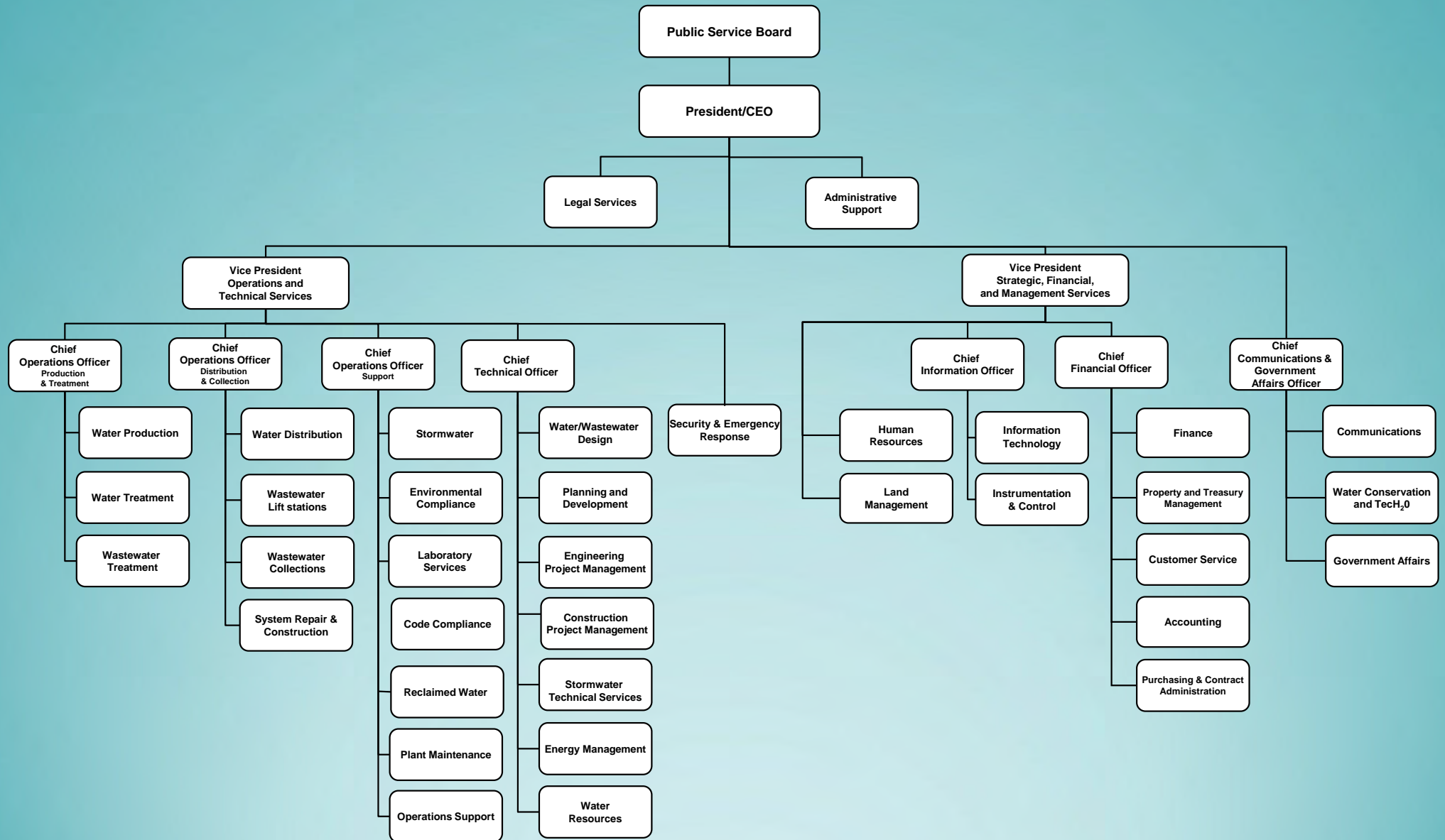
Sincerely,



John E. Balliew, P.E.  
President and CEO

# El Paso Water

## Organizational Structure





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**El Paso Water Utilities  
Texas**

For the Fiscal Year Beginning

**March 1, 2020**

*Christopher P. Morill*

Executive Director

# SERVICE AREA PROFILE

## GEOGRAPHY, HISTORY AND CLIMATE



The city of El Paso, the sociopolitical center of El Paso County and West Texas, has a distinct culture, climate and supply of resources that makes water consumption unique among similar municipalities in the desert southwest of the United States. El Paso is in the northern extreme of the Chihuahuan Desert, and lies on the frontier of three states, two countries and three diverse water supplies. The Rio Grande valley in El Paso forms a natural crossing between the Chihuahuan Mountains to the south and the Franklin Mountains to the north. The region, consisting of El Paso, Texas; Ciudad Juárez, Mexico; and Las Cruces, New Mexico; is home to more than 2 million people. The region has a unique quality possessing the largest bilingual and bicultural workforce in the Western Hemisphere.

The city's name may be traced to the Spanish El Paso Del Norte, or the "pass of the north." During the 16th century, conquistadors, such as Álar Núñez Cabeza de Vaca, Francisco Vázquez de Coronado and Don Antonio de Espejo led an expedition through the area in the name of the Spanish crown, and were met with resistance by natives. Most explorers traveled through in search of the fabulously rich Seven Cities of Cibola and chasing legends of lost gold. In 1998, the city marked the quadricentennial celebration of those who stayed, marking the 400th anniversary of Don Juan de Oñate's crossing of the Paso del Norte that formed the first permanent settlement in the area.



That year, the El Paso settlers marked the first Thanksgiving in North America, about 23 years before the better-known feasts in Massachusetts in 1621. When the feasting ended, Oñate took possession of all lands watered by the Rio Grande. Oñate's El Paso would become a major metropolis in Texas three centuries later.

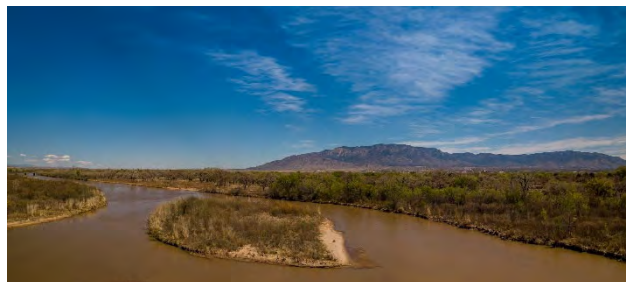


The Sun City nickname is well earned, as El Paso enjoys an average daily temperature of 70 degrees and more than 300 days of sunshine each year. The city plays host to the annual Sun Bowl college football game – second only to the Rose Bowl as the oldest continuous bowl game – as well as a college basketball tournament and parade also associated with the Sun Bowl. Low humidity and an average annual rainfall of 9 inches make the Sun City a yearlong attraction. El Paso - one of only two counties of the 254 in Texas located in the Mountain Time zone –is representative of several topographies.

The city's average elevation is 3,762 feet above sea level, climbing as high as 7,200 feet. The nearly 250 square miles of incorporated land is part of the junction between Mexico, New Mexico and Texas, and also includes lush farmland along the Rio Grande. The river has been tamed from its historical might.

Called the Rio Bravo in Mexico, the Rio Grande originates with snowpack and snowmelt from southern Colorado and northern New Mexico. The river is also the natural boundary between the United States and Mexico from El Paso to the Gulf of Mexico. Two major treaties resolved disputes between countries and states over Rio Grande water rights.

The Convention between the United States and Mexico on the Equitable Distribution of Waters of the Rio Grande was signed May 21, 1906, by President Theodore Roosevelt. This agreement is administered by the International Boundary and Water Commission.



The Rio Grande Compact is an interstate compact signed in 1938 between Colorado, New Mexico and Texas and approved by the United States Congress to equitably apportion the waters of the Rio Grande Basin.

To meet the needs of the water allocations, the U.S. Department of Interior's Reclamation Service (now Bureau of Reclamation) built the Rio Grande Project, capturing spring runoff and summer rains to be held in one of the world's largest man-made lakes (Elephant Butte) and a major infrastructure system for water delivery. The project was authorized in 1905, and Elephant Butte opened in 1916. The project's final features were added in the early 1950s. The system is comprised of: a 300-foot tall Elephant Butte Dam and its smaller companion Caballo Dam,

six diversion dams, 141 miles of canals, 462 miles of laterals, and 457 miles of drains. A small hydroelectric plant was part of the original project but sold to a private electric company.

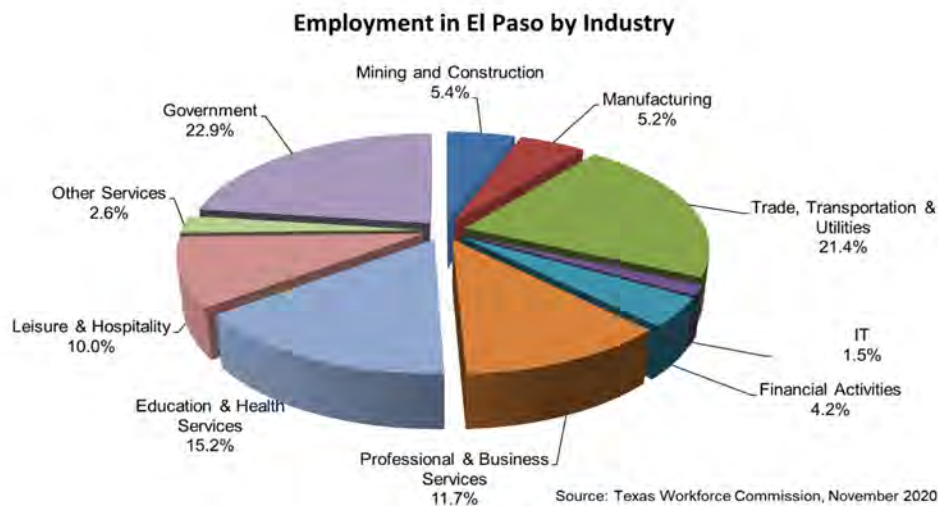
The Rio Grande flows through narrow gorges requiring diversion and canal systems for three valleys: the Rincón, Mesilla and El Paso. The Rio Grande Project furnishes an irrigation water supply for about 178,000 acres of land in Doña Ana, Sierra and Socorro counties in south central New Mexico and the City and County of El Paso. Of the project lands, 60% are in New Mexico, and the remaining 40% are in Texas. Supplemental drainage provides water for 18,000 acres in the Hudspeth County's Conservation and Reclamation District.

## DEMOGRAPHICS AND SOCIOECONOMICS



As of 2019, El Paso was the sixth largest city in Texas and the 22nd largest city in the United States with a population of about 680,000. El Paso County has an estimated population of 840,000 people with 1.44 million in El Paso's sister city of Ciudad Juárez, Mexico. With a population of nearly 220,000 in the neighboring Doña Ana County, NM, the combined borderplex region constitutes the largest international border community in the world.

Like much of the state and country, the El Paso area experienced unprecedented challenges resulting from the coronavirus (COVID-19) and related shut-downs in 2020. The U.S. Bureau of Labor Statistics reports an increase in unemployment from a rate of 3.7% in 2019 to 9.3% in 2020. Between November 2019 and November 2020, non-farm employment dropped by 4% (13,300 jobs) to 316,200. This decrease veils the economic hit taken earlier in the year when non-farm employment dropped by more than 10%, but employment partially recovered over the remainder of the year. According to the Federal Reserve Bank of Dallas, the strongest recovery drivers to non-farm employment were the trade/transportation/utilities and the professional/business services sectors.



**Major Employers (excluding retail & government)***GC Services**Genpact**Helen of Troy Limited**Hospital of Providence Memorial Campus**Las Palmas Medical Center**Tony Lama Co**WBAMC Internal Medicine Clinic**Source: City of El Paso, Economic & International Development,  
January 2021*

The El Paso tri-State region is the fifth largest manufacturing center in North America. About 25% percent of all trade between Mexico and the United States travels through the El Paso's four international ports of entry. U.S. and Mexican production and manufacturing trends are important to the local economy because of cross-border manufacturing relationships. Roughly half of maquiladoras in Ciudad Juarez are related to the auto industry. According to the Federal Reserve Bank of Dallas, the United States and Mexico both saw declines in industrial

production on a year-over-year basis during 2020 (of 5.5% and 3.1% respectively). Declines in industrial production are primarily attributed to the economic impact of the ongoing COVID19 pandemic. Despite the challenges faced in this public health crisis, both countries began to recover toward the end of the year with a slight increase in industrial production occurring in November 2020. Economists are closely watching the auto sector, in particular, as U.S. auto and light truck production contracted from 10.5 million units in November 2019 to 10.4 million units in November 2020.

**Cost of Living**

El Paso consistently ranks among the most affordable major cities by multiple sources with a cost of living that is approximately 81.4 percent of the national average (for 2019). Housing is the biggest factor in the cost of living with a median home price of \$166,700 according to the National Association of Realtors. In 2018 El Paso was ranked by Forbes magazine as first among 13 cities in the United States where you can live comfortably on less than \$60,000 a year.

**Downtown Revitalization**

The City of El Paso's redevelopment and revitalization efforts of downtown El Paso have gained national recognition. Following the restoration of the Plaza Theatre (2006), the opening of Southwest University Park (2014), and the return of streetcar services (2018), new hotels, office buildings and even residential buildings



have opened. In 2020, construction on the new WestStar Tower was nearing completion and had already changed the downtown skyline, becoming the tallest building in El Paso at a height of 313 feet and 20 stories

## Fort Bliss



The Fort Bliss military installation continues to be a major force in the El Paso economy and is the single largest employer in the region. As a result of base realignment and closure (BRAC), the installation grew from 10,000 to 34,000 soldiers between 2005 and 2012 and continues to grow. According to the Texas Military Preparedness Commission Office, in 2020, Fort Bliss directly employed 47,045 employees (military and civilian personnel). Fort Bliss serves and supports all branches of the military. It is a major mounted maneuver training post and home to the 1st Armored Division. Fort Bliss' Army Forces Command has three brigade combat teams, a combat support hospital, military police, training, network operations, reserve training and mobilization. Fort Bliss continues to make progress on the construction of the new William Beaumont Army Medical Center complex. El Paso Water provides wholesale water services to Fort Bliss. The utility provides Fort Bliss with 25% of its water needs and all of its wastewater needs.

## University of Texas at El Paso



El Paso is home to the University of Texas at El Paso (UTEP), the second oldest member of the University of Texas System. It was founded in 1913 and became part of the UT system in 1919. The UTEP campus architecture is derived from the temples in the Himalayan Kingdom of Bhutan. According to the UTEP website, the university offers 73 Bachelor's, 71 Master's and 22 Doctoral degrees. For the 2020-2021 school year, UTEP's enrollment was 24,879.

UTEP has been recognized as a top minority degree producer by *Diverse: Issues in Higher Education* magazine. About 83% of the UTEP's students are Hispanic, with many from El Paso. According to the Hispanic Outlook on Education as of 2019, the school ranked fifth in awarding undergraduate degrees to Hispanics and 8th in conferring both master's and doctoral degrees to Hispanics. UTEP recently gained top-tier research institution status. With more than \$100 million in total annual research expenditures, UTEP is ranked in the top 5% of research institutions nationally and fifth in Texas for federal research expenditures at public universities.

### **Texas Tech University Health Sciences Center-El Paso**



The Texas Tech University Health Sciences Center in El Paso is comprised of three schools: the Paul L. Foster School of Medicine, Gayle Greve Hunt School of Nursing and the Graduate School of Biomedical Sciences.

- The Paul L. Foster School of Medicine is the first four-year medical school on the U.S./Mexico border. As of 2013, the school was estimated to have improved the local economy by \$1.31 billion. It is expected to be among the catalysts for achieving first-rate medical care in the region, training more physicians and delivering quality health care to El Pasoans.
- The Gayle Greve Hunt School of Nursing was established in 2011 to counteract a long-term shortage of nurses to provide care in this medically underserved area. In 2013, the school received full accreditation for its baccalaureate degree program from the commission on Collegiate Nursing Education.



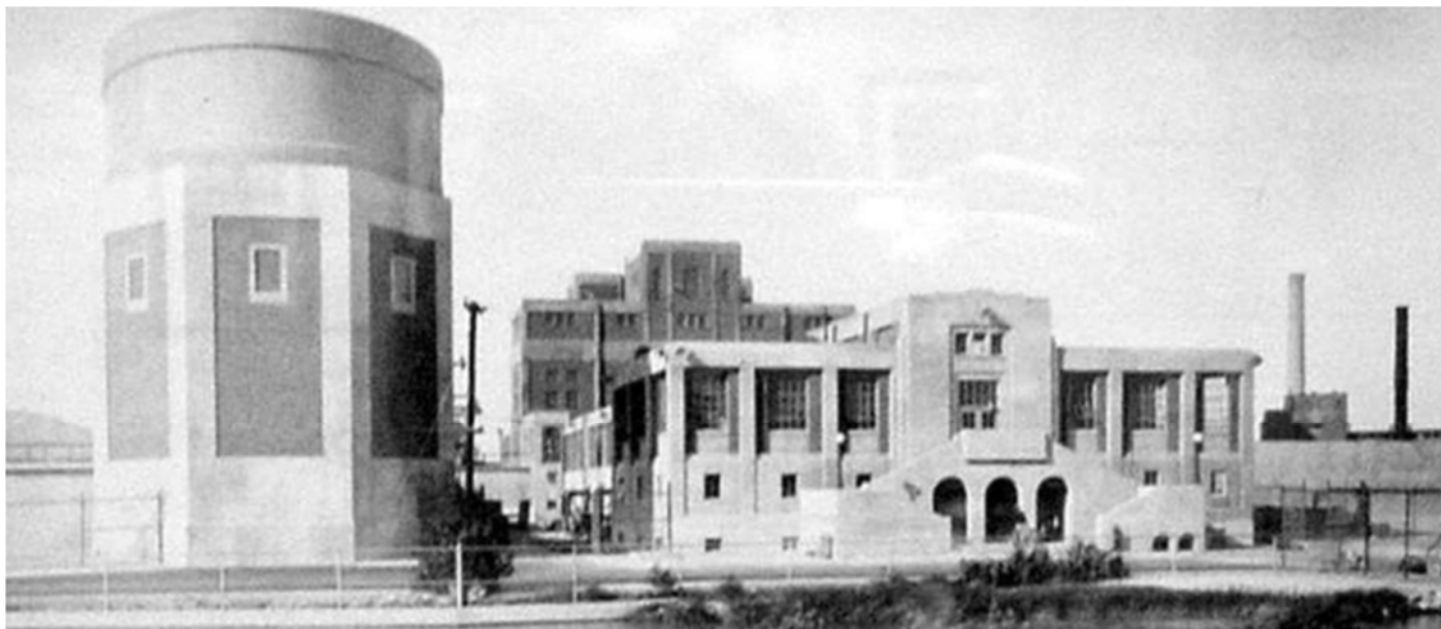
- The Graduate School of Biomedical Sciences opened in 2013 to educate the next generation of scientists and health-related professionals by providing a dynamic research environment oriented to satisfy the learning needs of a multicultural group of students.
- Texas Tech expects to open the Woody L. Hunt School of Dental Medicine by 2021 as part of an effort to address a critical shortage of dentists in West Texas.



# UTILITY PROFILE

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## HISTORY OF EL PASO WATER



Although the utility has been around in some form or another for as long as the City of El Paso has, it was not until 1952, when the **Public Service Board (PSB)** was created, that **El Paso Water (EPWater)** took its present form. With the leadership and foresight of Mayor Fred Hervey to address El Paso's water demands and make water issues as apolitical as possible, the PSB was created through city ordinance. El Paso City Ordinance No. 752, adopted May 22, 1952, established a five-member board of trustees known as the PSB. It was given complete management and control of the city's water system. The ordinance was later amended to increase the size of the board to seven members. The board of trustees consists of the mayor of the City of El Paso and six residents of El Paso County, Texas. With the exception of the mayor, all other trustees are appointed by the City Council and serve staggered four-year terms. The PSB meets the second Wednesday of each month, except during holiday seasons.

For financial reporting purposes, EPWater is considered a component unit of the City of El Paso. With oversight of the PSB, EPWater operates and manages the utility on behalf of the City. The PSB adopts an annual combined operating, capital and debt service budget with associated rates and fees for services and also issues updates to its Rules and Regulations, which carry the force of law. The utility does not issue *ad valorem* property taxes. Instead, the PSB recovers the cost of providing water, wastewater and stormwater services primarily through user charges. The utility endeavors to provide the highest quality water, wastewater, and stormwater services to its customers at the most reasonable cost possible.

## ASSETS

The combined major system assets for the water, wastewater, reclaimed water and stormwater utilities are valued at \$1.91 billion. The following table summarizes major infrastructure in the system.

Water and Wastewater	Stormwater
<ul style="list-style-type: none"> <li>• 4 water treatment plants</li> <li>• 4 wastewater treatment plants</li> <li>• 165 wells</li> <li>• 2,752 miles of water lines</li> <li>• 2,358 miles of wastewater lines</li> <li>• 11,449 fire hydrants</li> <li>• 80 reservoirs</li> <li>• 75 lift stations</li> <li>• 53 booster stations</li> </ul>	<ul style="list-style-type: none"> <li>• 450 ponds</li> <li>• 41 dams/basins</li> <li>• 71 miles of channels</li> <li>• 9 miles of agricultural drains</li> <li>• 7,347 drainage inlets</li> </ul>

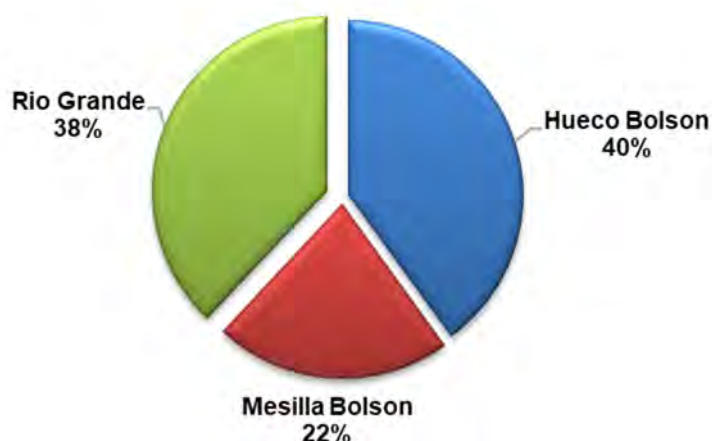
Note: as of December, 2020

## SOURCES OF WATER SUPPLY

El Paso uses groundwater and surface water for its potable supply. In 2020, the city produced about 125,131 acre-feet for the year of potable water for customers. The groundwater sources — underground aquifers tapped by wells — included the Hueco Bolson, which supplied 40 percent of total demand, and the Mesilla Bolson, with 22 percent. *Bolson* is Spanish for “pocket”. Rio Grande surface water supplied 38% of the supply. El Paso also uses reclaimed water to supply non-potable demands. More than 8,600 acre-feet per year of reclaimed water was used for non-potable demands, including turf irrigation and industrial uses. The groundwater capacity is approximately 170 million gallons per day (MGD), including desalinated brackish groundwater, and surface water capacity is 100 MGD. The amount of surface water available each year varies, depending on drought conditions. In the event of limited surface water because of drought conditions, the city will pump more groundwater from its wells.

Historically, EPWater relied heavily on groundwater because it could be pumped virtually at drinking water quality standards, whereas river water requires treatment to remove sediment, naturally occurring organic matter and other compounds. However, because groundwater supplies are invariably finite, the PSB has engaged in a multipronged solution to address and ensure El Paso’s future water supply. The PSB owns land in the county

**Sources of Water Supply  
2020**



and leases additional acres, both for the purposes of water rights. In addition, EPWater has third-party agreements with the El Paso County Water Improvement District #1 and the U.S. Bureau of Reclamation, which allows for the purchase of additional surface water to supply the Jonathan W. Rogers Water Treatment Plant. In addition, the Kay Bailey Hutchison Desalination Plant is designed to treat brackish groundwater. The desalination plant, built in 2007 in far east El Paso, can produce up to 27.5 MGD of safe drinking water. A multiphase expansion plan has begun with the first phase

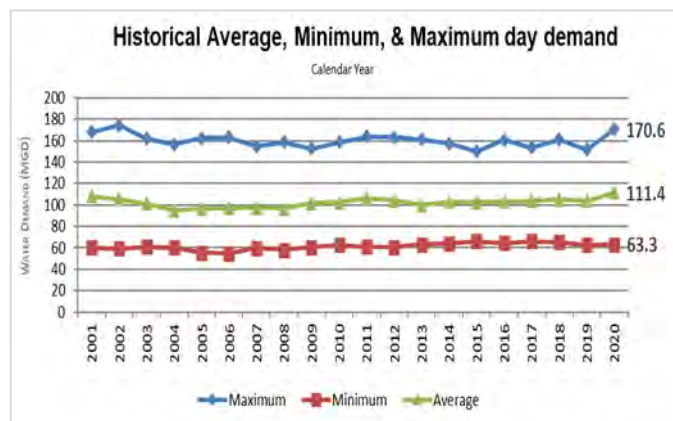
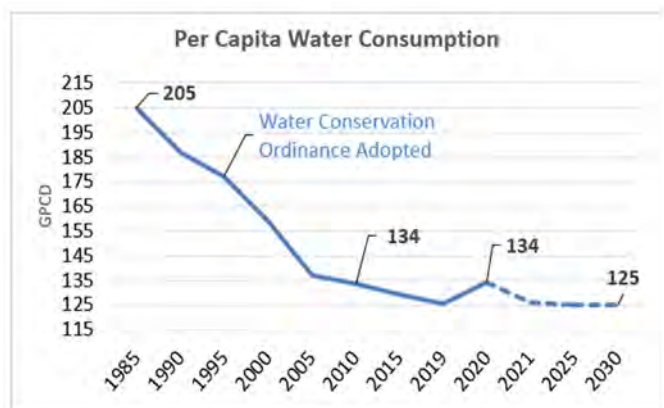
designed to increase production capacity to 31 MGD and a second phase is planned for the future to potentially increase capacity up to 42 MGD.

## Water Use

El Paso is in the Chihuahuan Desert, and water use fluctuates seasonally. Peak demands occur in the heat of summer due to increased landscape watering and use of evaporative air conditioning. Water demands in the winter months with cooler temperatures are about 50% of peak summer demands.

The Rio Grande is a major source of water for the city of El Paso. The amount of water received each year from the Rio Grande is dependent on the volume of water stored in the Elephant Butte Reservoir in southern New Mexico. Elephant Butte receives its water primarily from the melting of snowpack in the mountains of southern Colorado and northern New Mexico. Wind, above-average temperatures, and below-average precipitation may reduce runoff that can adversely impact the amount of water stored in the reservoir and what is available to EPWater. In 2020, EPWater used 47,348-acre feet (AF) of river water for its supply. This amount represents a near 80% of full river allocation. In comparison, only 10,000 AF of river water was used in 2013, a year of severe river drought.

Groundwater has been El Paso's primary source of supply for many decades, and heavy pumping led to declining groundwater levels in the Hueco Bolson. Through a combination of water supply diversification and conservation, the rate of decline has been reduced.



Note: 2020 Consumption and GPCD increased due to 7% increase in residential consumption during the COVID19 pandemic

## WATER CONSERVATION

With its sunny days and mild temperatures, El Paso is a desert oasis. However, since rainfall averages only 9 inches per year, water conservation is essential to the city's economy, environment and quality of life.

EPWater began an aggressive water conservation program in 1991 and has reduced water consumption from more than 200 gallons per customer per day (GPCD) to 134 GPCD in 2020. El Paso's population has grown by 170,000 since 1994, and it's notable that overall potable water production is down even as population has gone up.

Under the state water plan, EPWater has set targets to reduce consumption by about 3 GPCD units per decade. The decrease in consumption achieved since the 1990s has been the result of education, enforcement of the city's conservation ordinance, changes to the plumbing code and various incentives and rebates offered to residential customers by the utility. Rate increases have also contributed to customer water use reductions.

### **Water Conservation Ordinance**

EPWater's Water Conservation Ordinance was adopted by City Council in 1991. The ordinance encourages sound conservation practices and specifies:

- Landscape water days (odd/even) and watering restriction times (April – September)
- Limits for at-home car washing
- Requirements to repair leaks within 5 days
- Requirements for the installation of efficient plumbing fixtures

In 1995, the city established landscape requirements for commercial properties, including water conservation restrictions and beautification guidelines. Additional updates in 2001 prohibited sprinkler-irrigated turf areas in parkways. Landscape requirements for commercial properties may be found under Title 18 – Building and Construction, Chapter 18.46 Landscape and Chapter 18.47 Irrigation Systems.

### **Incentives**

Over the years, EPWater has provided a variety of conservation incentive programs that have positively impacted residential water consumption. Most of the residential programs have now ended, given the gains achieved and new efficiency requirements for new homes. Through the Certified Water Partner program introduced in 2017, EPWater has shifted its focus to certain commercial and institutional sectors to recognize best conservation practices within given sectors, provide audits and evaluations to assist customers with water use reductions, and incentivize improvements.

### **Education and Partnerships**



An important part of the conservation program today is education and outreach to build a conservation culture in El Paso. The Carlos M. Ramirez Tech<sub>2</sub>O Water Resources Learning Center offers visitors bilingual information and interactive exhibits to increase awareness of total water management in the Chihuahuan Desert. The Tech<sub>2</sub>O Learning Center is a hub for teachers and students, with programs that include:

- Field trips and in-school classroom presentations;
- Teacher workshops on water topics; and
- Family-oriented signature events.

The utility's water conservation mascot, Willie the Water Drop, is a popular attraction at schools, at various community events, and in videos available on the Tech<sub>2</sub>O website.



During the pandemic, the TechH2O Center was closed to the public. Virtual workshops and classroom materials (videos, lesson plans, downloadable handouts) were provided to assist educators with regional water lessons.

## Community Outreach

Outreach programs designed to help customers with conservation include:

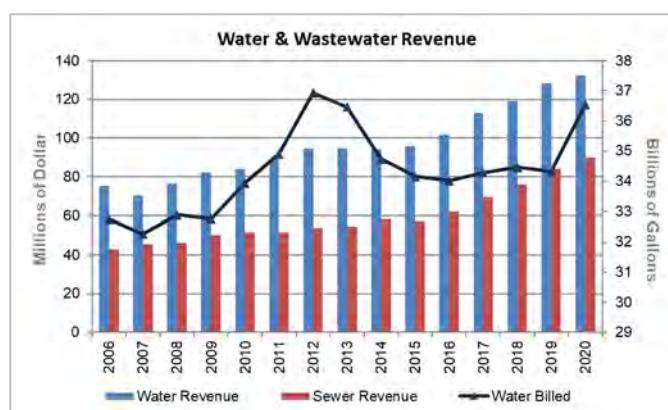
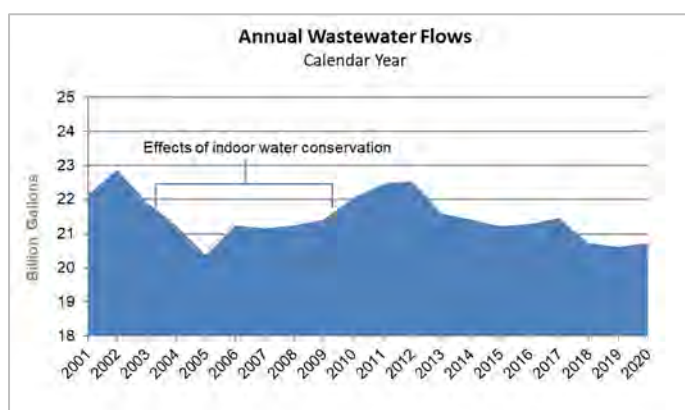
- TechH2O WaterSmart workshops, helping customers understand best practices for irrigation, plant and tree selection, mulching, rain harvesting and more.
- Conservation public service campaigns, which promote conservation tips through media and social media and a quarterly conservation newsletter.

## Rate Structure

In 1991, EPWater implemented an inclining rate structure where the unit price increases as water consumption increases. The utility uses pricing as both a demand management tool and a way to generate additional revenue.

Municipal water utilities use rate structures and pricing signals as a water management tool to decrease non-discretionary water usage. Because water is a precious resource with no close substitutes, the price elasticity of water demand is very low. This means that as the price of water rises, increases in revenue will more than offset a resulting decrease in consumption, indicating that consumers are relatively unresponsive to small changes in the price of water. In order to send the right price signal to consumers, many water utilities have adopted large rate increases in order to get the desired response of decreased consumption.

Price elasticity of water also depends on other factors, such as precipitation and temperature, household income (the higher the household income, the higher the level of water consumption) and the implementation of conservation outreach programs.



## RECLAIMED WATER



Reclaimed water has also played an increasingly important part in conserving El Paso's potable water supply. Reclaimed water is wastewater that is treated to be suitable for safe use in many beneficial applications, such as industry and irrigation. Although the Haskell R. Street Wastewater Treatment Plant (WWTP) has been providing its effluent to Ascarate Golf Course for irrigation since 1963, EPWater began making aggressive efforts to expand its reclaimed water treatment and distribution system in 1992. The Utility provides advanced secondary (98 percent of organic pollution has been removed, and it has been 99.99 percent disinfected) and tertiary (99.9 percent of organic pollution has been removed, and it has been 99.99 percent disinfected) reclaimed water to users all over the city, from all four of its wastewater treatment plants.

With the expansion of the Haskell R. Street WWTP reclaimed system, EPWater is able to provide service to seven parks, three schools, Evergreen Cemetery, the El Paso Zoo, the historic Concordia Cemetery complex, and various street medians. The first phase was completed in 2003. Construction of a second phase was completed in 2006. A third phase was built in 2006 to provide two automated dispensing stations and four post hydrants for street sweeping and construction use. In 2012, the North Central Reclaimed Water System-Phase 1 was constructed and provides reclaimed water service to the Texas Tech Medical School.

The John T. Hickerson Water Reclamation Plant provides reclaimed water service to the Northwest area. In 1999, the distribution and transmission lines were constructed to provide reclaimed water service to customers such as Coronado Golf Course, two townhome associations, two apartment complexes and five City park were connected to the Northwest Reclaimed Water Project in 2003. In 2005, one townhome association, a medical office building and two commercial landscapes were connected. The Resler extension medians, one large commercial landscape, an apartment complex, a shopping center, the Don Haskins Recreational Center/Park and Canutillo High School were connected in 2006, followed by the construction of one automated dispensing station. In 2007, the Westside Sports Complex began using reclaimed water for their irrigation purposes. In 2018, two post hydrants were added at Thunderbird Dr. and Pine Hurst Dr. and at Trade Center Dr. and Northwester Dr. for street sweeping and construction use respectively.

The Roberto R. Bustamante WWTP provides reclaimed water to a 10-acre Tree Farm, which is managed by the City of El Paso Street Department, serves also Mount Carmel Cemetery and a reclaimed water stand pipe and a post hydrant located on Winn St. is provided for contractors for construction use. Reclaimed water facilities serve the Riverside International Industrial Center, just east of Loop 375. Mount Carmel Cemetery was connected in 2006 after completion of the pipeline project that extended from the Riverside International Industrial Center to the cemetery.

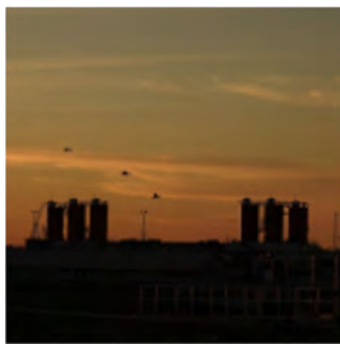
Construction for the expansion of the reclaimed water system in Northeast El Paso to serve the Northeast Regional Park was completed in 2005. The northeast system (Fred Hervey Water Reclamation Plant) produces tertiary quality reclaimed water for El Paso Electric Co., Painted Dunes Desert Golf Course, Bowen Ranch,

the Northeast Regional Park and contractors for construction use. The remaining reclaimed water is recharged into the Hueco Bolson for aquifer replenishment. These projects are informally called the “purple pipe” projects because of a regulatory requirement to color-coordinate utility lines based on what they transfer. EPWater distributes nearly 1.8 billion gallons of billed reclaimed water per year. There are three golf courses, 18 parks and 13 schools connected to the system, as well as a Zoo, six residential, six cemeteries, and 18 commercial landscapes, one industrial company, a hospital and several roadway medians. The cost benefit is especially favorable because of millions of dollars in grants from the federal government for these projects and is comparative in costs to other viable new water supply sources.

## **WATER AND WASTEWATER SYSTEMS**

EPWater owns and operates facilities throughout El Paso, which include water and wastewater treatment plants; water reclamation plants; reservoirs; booster pump stations; wells; lift stations; and thousands of miles of distribution and collection lines outlined below. The water and wastewater map in the appendix geographically shows the area served by each facility.

### **WATER SYSTEM FACILITIES**



#### **Robertson/Umberhauer Water Treatment Plants**

The Robertson Plant began operations in 1943, with a 20 MGD capacity. The Umberhauer Plant was added in 1967, also with a 20 MGD capacity. Together, these two plants are called the Canal Street WTP, and they use conventional surface water treatment to purify Rio Grande surface water (typically from March to September, when water is released from Elephant Butte Dam to serve downstream users). The plants may be utilized during the nonirrigation season to blend and treat water pumped from wells. The Canal Street WTP provides water to central and west El Paso. A major infrastructure renovation was completed in 2004, which extended the life of these facilities well into the future. This included the installation of an ultraviolet light disinfection system for a portion of the water leaving the plant. Major electrical upgrades were also completed in 2006. In 2015, the plant received the American Water Works Association Partnership for Safe Water 10-Year Directors Award of recognition and has maintained Directors Award status since.

#### **Jonathan W. Rogers Water Treatment Plant**

This plant, operational since 1993, was expanded to a total capacity of 60 MGD in 2002. EPWater received a \$14.9 million Environmental Protection Agency (EPA) grant through the Border Environmental Cooperation Commission (BECC) and NADBank for this project, which expanded the plant's surface water treatment capacity by 50 percent. The grant represents approximately 40 percent of the cost of the total project. The

expanded plant went online in May 2002. In 2015, the plant received the AWWA Partnership for Safe Water 10-Year Directors Award of recognition and has maintained Directors Award status since.

### **Upper Valley Water Treatment Plant and other Arsenic Facilities**

In 2005, El Paso Water began operating four treatment plants specifically designed to achieve compliance with the EPA's new maximum contaminant level (MCL) for arsenic, which became effective January 23, 2006. The four plants have a combined treatment capacity of 41 MGD, which results in a design capacity of 96 MGD blended water meeting the MCL. The largest of the four plants is the 30 MGD Upper Valley Water Treatment Plant, which uses conventional flocculation, sedimentation, and filtration to remove arsenic. The remaining three plants have a combined capacity of 11 MGD and use a granular iron media to adsorb arsenic.

### **Kay Bailey Hutchison Desalination Plant**

The Kay Bailey Hutchison Desalination Plant began operations in 2007. A joint project of El Paso Water and Fort Bliss, the plant facility is capable of producing 27.5 MGD of fresh water daily. This state-of-the-art facility applies an innovative reverse osmosis technology to convert the brackish groundwater to high quality drinking water. This desalination process not only removes salts, but also is the most comprehensive water treatment technology available, removing other potential pollutants from the water. The water pumped to the desalination plant protects El Paso's and Fort Bliss' fresh groundwater supplies from brackish water intrusion by capturing the flow of brackish water toward freshwater wells. In 2020 the plant received the American Membrane Technology Associations Outstanding Large Plant Award.

### **STORAGE AND DISTRIBUTION SYSTEM**

In addition to the two surface water treatment plants, EPWater's distribution system includes approximately 80 reservoirs, 53 booster stations, more than 11,400 fire hydrants, and almost 2,800 miles of water lines of various sizes, up to 60 inches in diameter. The Utility has a system of 165 wells. EPWater must operate and maintain the entire system 24 hours a day, seven days a week, and 365 days a year. Though infrastructure failures do occur, the Utility ranks among the most reliable in the world. The median number of main breaks as reported by the American Water Works Association (AWWA) is one per every 4.2 miles of water line. El Paso Water averages one per every 15.7 miles of water lines — that's more than three times as good.

### **WATER QUALITY**

Currently, both surface water and groundwater treated by EPWater is monitored, and the quality is reported to required public regulatory agencies. Both the Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ) have hundreds of standards for quality and reporting, which must be met every day. The utility also works closely with other governmental agencies such as the United States Geological Survey (USGS), the International Boundary and Water Commission (IBWC), the Rio Grande Compact Commission, the Department of the Interior's Bureau of Reclamation, and Border Environmental Cooperation Commission (BECC) — to name a few. El Paso Water has a long history of awards for compliance in meeting or exceeding standards set forth by the Safe Drinking Water Act (SDWA) and other regulatory legislation at the state, federal and international level. Since 2004, the Canal Street and the Jonathan W. Rogers water treatment plants have been awarded the Partnership for Safe Water Phase III Directors Award. EPWater provides an annual drinking water report update to customers with a full report

located on the website in compliance with the EPA's Consumer Confidence Rule. The report describes the Utility's water content, with respect to SDWA standards. It is printed in both English and Spanish and mailed to all customers annually. The Utility tests regularly for many parameters, such as inorganic compounds, metals, microbiological organisms, synthetic organic chemicals and volatile organic compounds. The results are reported to the TCEQ and EPA. Because the Utility meets or goes beyond compliance for all water quality requirements and transmits safe drinking water to its customers in a reliable manner, the TCEQ again recognized EPWater as a Superior Water System, the highest such designation earned in Texas.

The Association of Metropolitan Water Agencies (AMWA) presents top utility management awards annually through a competitive selection process. The Sustainable Water Utility Management Award spotlights efforts of water utilities to implement long-term and innovative economic, environmental, and social endeavors. For 2020, EPWater was one of nine water utilities to be selected for this award. EPWater also received this award in 2014, but to be eligible for a second time, a utility must show new and different initiatives successfully implemented since the last award.

## **WASTEWATER SYSTEM FACILITIES**



### **Haskell R. Street Wastewater Treatment Plant**

The oldest wastewater facility in El Paso, the Haskell R. Street Wastewater Treatment Plant was built in 1923. It has since undergone several expansions and upgrades, including a \$22 million upgrade to increase treatment capacity to 27.7 MGD and improve treated wastewater quality and operational efficiencies at the plant, completed in 1999. This plant provides highly treated reclaimed water for the Central El Paso reclaimed water system, which began in 2003. The plant serves central schools and parks, including Ascarate Park and Ascarate Golf Course with irrigation water. This plant has won awards for perfect compliance with regulatory permit requirements from the National Association of Clean Water Agencies (NACWA).

Since 1997, the Haskell R. Street WWTP has received 12 NACWA Gold Awards for perfect permit compliance. In 2007, the plant received the NACWA Platinum 8 Award for eight consecutive years of perfect permit compliance. In 2018, the plant received the NACWA Silver Award for peak performance.

In 1994, it was selected as the Texas State and USEPA Region VI winner of the Operations and Maintenance Excellence Award, Large Advanced Plant Category. Haskell R. Street WWTP has been selling its reclaimed water to the Ascarate Municipal Golf Course since 1963.



### **John T. Hickerson Water Reclamation Facility**

Serving the west side of the Franklin Mountains into the Upper Valley, this plant began operations in 1987 and has since been expanded to 17.5 MGD of treatment capacity. Highly treated wastewater is either safely discharged into the Rio Grande or transmitted through the Northwest Reclaimed Water Distribution System. With significant Bureau of Reclamation and State of Texas funding assistance, the Northwest Reclaimed System serves Coronado Country Club Golf Course and various parks and schools in west El Paso providing additional, significant savings to the drinking water supply. The Hickerson plant has been nominated for six EPA Operations and Maintenance Excellence Awards, and in 2008, received 1<sup>st</sup> Place in the National Clean Water Act Recognition Awards for Operations and Maintenance Excellence in the Large Advanced Plant category. In 2015, the plant received the NACWA 17 Platinum Award for being the recipient of seventeen consecutive Gold Awards for perfect permit compliance. In 2018, the plant received the Silver Peak Performance Award. In 1992, the plant and personnel were recognized for their commitment to safety and were awarded the Water Environment Federation's George W. Burke Award for Safety. In 2008, the plant also received the Texas State, Regional and National winner of the Clean Water Act O&M Awards Program in the Large Advanced Category.

### **Roberto R. Bustamante Wastewater Treatment Plant**

The most recent plant in the system, it began operating in 1991 with a 39 MGD capacity that uses traditional technology for treatment. This plant, along with neighboring Jonathan Rogers WTP, serves east El Paso. It has been honored by NACWA for its perfect compliance as well. Since 1997, the plant has received 16 NACWA Gold Awards. In 2019, the plant received the Silver Peak Performance Award. In 2002, the plant was one of 17 Platinum Award recipients in the nation for five consecutive years of perfect permit compliance. In 1994, the plant received second place in the national USEPA Operations and Maintenance Excellence Awards. In 2005, the plant won the Water Environment Association of Texas Plant of the Year Award. In 2018, the plant was awarded the NACWA Silver Award. Treated wastewater is discharged into either the Riverside Canal or Riverside Intercepting Drain for use downstream. A new large-scale reclaimed water project (online since 2002) with a capacity of 2 million gallons per day also serves the immediate area. EPWater has completed the first of several improvements to the plant's aeration basins, which will lead to enhanced treatment to serve continued growth in the area.

### **Fred Hervey Water Reclamation Plant**

This 12 MGD plant has won not only awards, but also garnered worldwide attention. The Fred Hervey plant is essentially a combined water and wastewater treatment plant, which treats wastewater to drinking water quality standards. The plant's treated wastewater is sold to El Paso Electric Co. for cooling water, the nationally renowned Painted Dunes Desert Golf Course for irrigation and various other customers in the Northeast part of the city. The remainder is treated to drinking water quality and replenishes the Hueco Bolson through a series of injection wells and several groundwater recharge infiltration basins. Tours are regularly provided to industry, utility, and academic representatives as one of the model plants of the system. The plant became operational in 1985 and was significantly financed with EPA assistance. The plant is also a crucial part of EPWater's plan to reduce dependence on groundwater and was featured on the internationally acclaimed PBS series "Water: The Drop of Life." The plant has received numerous awards, including the 1994 AMSA Public

Information and Education Award; second place in the 1994 national USEPA Operations and Maintenance Excellence Award, No Discharge category; and the 1998 American Water Works Association's Conservation and Reuse Award. In 1999, the Fred Hervey plant received special recognition by the El Paso del Norte Region Mission Possible-Survival Strategies in the category "Protection and Preservation of the Environment." The plant has received eight NACWA Gold Awards, three Platinum Awards for perfect permit compliance under the expanded NACWA Peak Performance Award program since 2006. In 2020 the plant received the Platinum 6 Peak Performance Award in recognition of six years of complete and consistent compliance.

The Utility also operates and maintains 75 lift stations and over 2,358 miles of collection lines to keep the wastewater system running at peak reliability and meet customer demand. The Water Environment Association of Texas (WEAT) in 2007 awarded the lift stations section with the George W. Burke Jr. Award for its effective safety program. In 2007, WEAT awarded the wastewater collection maintenance section with the Medal of Honor for Heroism in recognition for the section's contribution during the flood of 2006.

### **SUPPORT FACILITIES**



#### **Fleet Maintenance Facility**

The Fleet Maintenance Building was completed in 2016 and is home to two sections: Heavy Equipment Operations and Fleet Maintenance. The state-of-the-art facility includes LED lighting and sensors that adjust lighting in unoccupied rooms, infrared sensors that can measure body temperature to adjust indoor climate settings and holding tanks for storing used oil. It also has training resource for equipment operators. The facility also houses an onsite fueling station and a drive-through car wash. Fleet Maintenance maintains and repairs 649 Utility-owned vehicles and heavy equipment, which include trailers, loaders and backhoes.

#### **Warehouse, Meter Shop, and Property Control Facility**

The Warehouse building was also completed in 2016 and is located next to the Fleet Maintenance Facility. It allows larger Utility trucks better maneuverability and accessibility for material deliveries and pick-ups. The larger layout accommodates more supplies, such as pipes, for special projects within the Utility. The Warehouse also manages all the personal protective equipment issued out to Utility workers. The Warehouse manages approximately \$1 million in inventory for El Paso Water.

The new Meter Shop shares the Warehouse facility. The meter shop staff is responsible for repairing, testing and replacing water meters ranging in size from ¾ inches to 12 inches. The shop features a new automated meter test bench, allowing employees to more accurately test small and medium-sized meters of up to two inches. The shop also repairs, tests and installs all construction fire hydrant meters issued to construction

locations. The staff at the meter shop repairs approximately 2,000 meters per year out of approximately 219,000 El Paso Water customer meters.

The facility also houses Property Control, with two employees responsible for maintaining a complete inventory record all Utility assets valued at more than \$20 million. They are responsible for tagging, recording, auditing and disposing of broken and obsolete assets. The disposal of miscellaneous assets, vehicles and equipment was made easier in 2016 when the section started using GovDeals® to auction items to the public. They also obtain and maintain all licenses and titles for vehicles and equipment owned by EPWater.

### **Hawkins Administration Building**

EPWater moved its administration building to the current location in 1991. The building known as “Hawkins” is home to several sections, which provide utility-wide support. Along with the President/CEO and two Vice Presidents, there is also Finance, Accounting, Purchasing & Contract Administration, Treasury Management, Land Management, Human Resources, Water Resource Management, Information Technology, Engineering Technical

Services, Communications & Government Affairs, and Legal Services. The Public Service Board holds its monthly meeting in the boardroom. Approximately 150 employees are housed in the building, providing the essential support needed to help maintain the Utility’s day-to-day operations.

### **International Water Quality Laboratory**

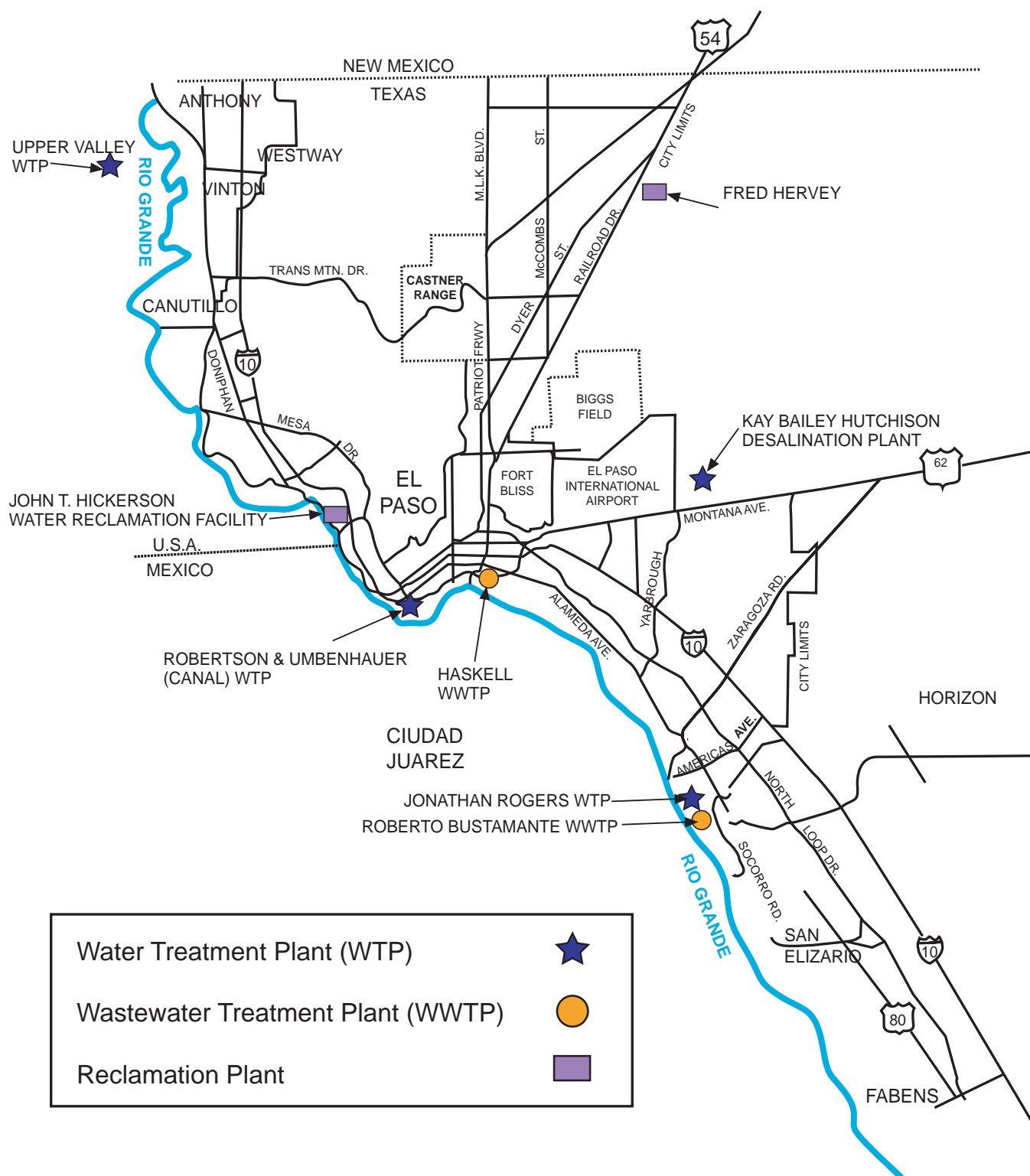
The modern and open design facility, which is 27,000 square feet, celebrated its 10-year anniversary in 2016. It has many cutting-edge features, which include an ultra-clean air system, a reverse osmosis water purification system and dedicated data management system. The laboratory consistently meets state and federal requirements by testing hundreds of tap water samples monthly. More than 45,000 samples and 350,000 chemical and biological analyses are performed and reviewed on a yearly basis, establishing the lab as a national model for high quality water standards.

### **Customer Service Center & Cashiering**

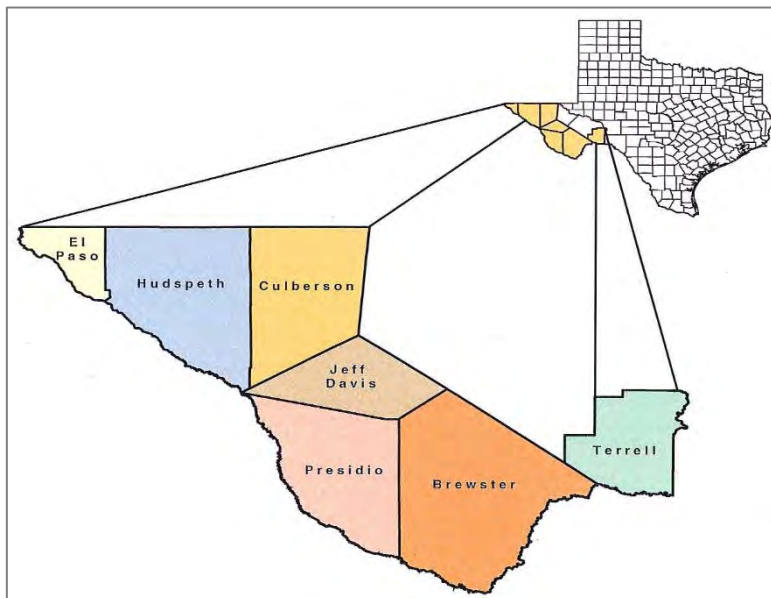
In keeping with EPWater’s mission of providing the highest quality water services, the Customer Service Center provides services to approximately 219,000 customer accounts. The center offers services such as billing, meter reading, field inspections and all matters pertaining to customer accounts. Customer Service is charged with enforcing the rules, regulations and policies set forth by the Public Service Board, while maintaining and providing excellent customer service. The center provides office space for its more than 100 employees and hundreds of customers that use the facility daily. Cashiering, which is located at the Customer Service facility, is responsible for collecting, processing, and posting over 200,000 payments and deposits on a monthly basis. Cashiering collects over \$30 million in payments monthly, which include electronic and mailed payments.

# El Paso

## Water & Wastewater System



## STRATEGIC PLANNING



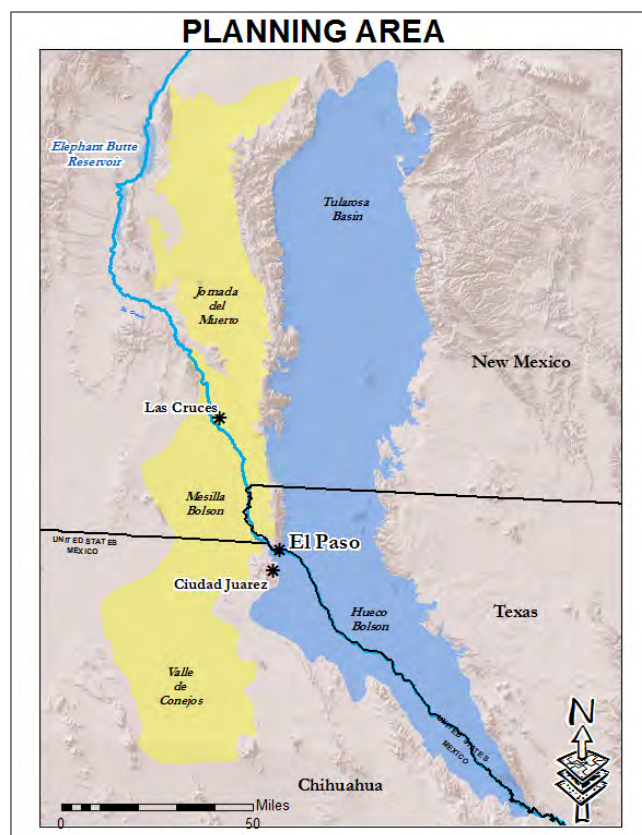
Long-term water and wastewater planning continues to be a critical component in managing the region's water resources. EPWater continues to take a leadership role in working with various entities throughout the region that are all devoted to regional planning efforts.

This past year, EPWater along with other stakeholders in the Far West Texas Regional Water Planning Group attended meetings to complete the work in the 2021 Far West Texas Water Plan (Region E). The Region E State Water Plan is included as part of the State Water Plan

that will be submitted to the Texas Legislature. The Plan provides an evaluation of current and future water demands for all water-use categories and water supplies available during drought-of-record conditions to meet those demands. Where future water demands exceed an entity's ability to supply that need, alternative strategies are considered to meet the potential water shortages. State water planning is updated every 5 years and covers a 50-year time period.

Based on the future water supply needs, EPWater will develop additional supplies as necessary. EPWater will continue to use its diversified water supply portfolio to meet future water supply demand. Currently, EPWater's supply portfolio includes the Rio Grande, groundwater from Mesilla and Hueco Bolsons, desalinized brackish groundwater, water reuse, and encourages conservation through an inverse rate structure. Future projects will include advanced purification, aquifer recharge, and groundwater imported from Dell City.

Regional leadership is and will continue to be an important consideration in the Utility's long-term planning strategies aimed at ensuring a sustainable supply of water. In 2020, EPWater's Water Resources Section advanced the development of current and future water supply projects

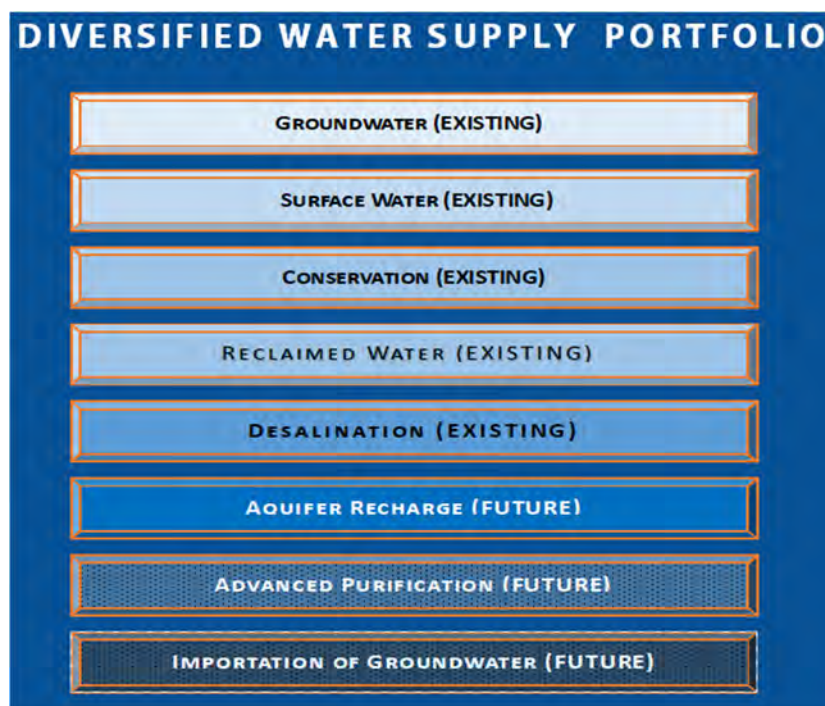




that will benefit EPWater's capacity to fully optimize its use of its groundwater resources. These projects are as follows; 1) Source Water Augmentation Parallel Pipeline. This project when completed will provide an additional 8 million gallons per day of brackish groundwater to be used at the Kay Baily Hutchison Desalination Plant which will ultimately be used in the expansion of the desalination plant. 2) Enhanced Arroyo, a project that will increase the amount of water that is recharged in the Hueco aquifer. Aquifer recharge is a proven method to improve the long term sustainability of the groundwater resource. 3) Pumping Systems Project. This 10-year project will provide well rehabilitation and pump replacement on the entire fleet of EPWater wells, and will allow optimal production from wells and continued upgrade and replacement of well pumps.

The current management approach and implementation of water supply projects identified in the Region E State Water Plan will ensure that El Paso's water supply will not be significantly impacted by even the worst-case drought conditions. Extensive planning and investment by EPWater will ensure that future water demands will be met through the year 2060 and beyond.

The continued implementation of the County Water and Wastewater Master Plan previously developed by the Utility and El Paso County continues to serve as a guide for working with communities located outside the City limits of El Paso that require assistance in receiving water. In addition, efforts to adhere and consider smart growth principles within land use Master Plans developed for property owned by the Public Service Board are well underway. Such planning efforts are to be completed before development occurs and will ensure that the necessary infrastructure and quality of life amenities are in place. EPWater continues to explore and pursue different water supply options to maintain a diversified water supply portfolio to meet the water supply challenges of the future. Diversification includes groundwater, aquifer recharge, surface water, conservation and education, water reuse, desalination and importation.



## CHARTER

The El Paso Water – Public Service Board exists to serve the water resource needs of the population of the El Paso geographical area. Its strategic and operational impetus is on delivering quality services in an affordable manner to all who demand it. These services include water, wastewater, reclaimed water and stormwater.

As a growing Utility in a growing region, EPWater strives to anticipate, plan for, and react to the changing environment in which it operates. Through diligence in all of its functions, the Utility seeks to deliver ever-increasing value to its customers while promoting orderly growth in its service area. We encourage the involvement and participation of our stakeholders and the public through all levels of open and honest communication.

To be as effective as we can be, we use all our resources to continuously create an enterprise for leadership, which is reflected in our technology, management style, critical business practices, and in our vision. Most importantly, it is reflected in our employees whose diligence is the cornerstone of the success of the Utility. To that end, we continually work to develop the capabilities and initiatives of our employees and our leadership. We believe it is primarily through their efforts that the Utility will continue to excel.

We recognize the criticality of the mission with which we are entrusted. Through a consistently high level of attention to the needs of the community, the Utility demonstrates an ongoing commitment to supporting the lifestyle demands of the El Paso and surrounding Southwest. In all of our actions we seek to balance those demands with attention to conservation and restraint in our use of water resources. With our stakeholders as partners, we envision a bright future of water availability, technological innovation, and support of economic growth for the residents, and commercial and industrial businesses that are vital to the City of El Paso.

## STRATEGIC PLAN

In 2015 as EPWater prepared for the next strategic planning cycle, management recognized the need to develop a more robust strategic plan. The Utility envisioned a more holistic approach and started with establishing the strategic direction for the entire organization which could then be used to align departmental strategies. The Utility embarked on a new direction in developing a plan that is formatted in a way that is easily communicated and understood by employees and key stakeholders.

EPWater enlisted the Balanced Scorecard Institute (BSI) to help with the development and implementation of a balanced scorecard, an integrated strategic planning and performance management system. It is used to communicate what the organization is trying to accomplish, to align day-to-day work that everyone is doing with strategy; and to prioritize projects, products, and services.


EPWater has strengthened its internal capacity by training cross-functional teams and using them as a resource throughout the strategic planning process. Many employee teams have taken part in multiple workshops and are actively involved in the development of a balanced scorecard using BSI's Nine Steps to Success™

methodology. In the alignment step, EPWater continued to cascade or translate the organization-wide scorecard to the next level organized by functional units. These functional units are comprised of teams of employees where they develop a scorecard for their common function within the organization.

### Nine Steps to Success™ Framework



### MISSION AND VISION




## MISSION

*To provide our customers a sustainable water supply and the highest quality water services to enhance the vitality of El Paso*

## VISION

*We are an international model for water resource innovation, respected and trusted by our customers for our leadership in delivering sustainable water services to a thriving El Paso community*



## STRATEGIC THEMES AND RESULTS

### Talent Growth

- Cultivate a loyal, committed workforce dedicated to teamwork. Place our people first, recognize talent, and create opportunities for leadership and development.

### Exceptional Service

- Build trust, deliver value and prioritize timely, responsive, reliable, courteous service.

### Organizational Excellence

- Demonstrate internal processes that show financial stability and accountability, operational reliability, efficiency and resiliency.

### Innovative Resource Management

- Lead in innovative resource management solutions that attract business and retain talented people to enhance the quality of life for our community, including water management solutions, land management practices, and research and development.

## CORE VALUES



EPWater successfully rolled out its Strategic Plan to all employees and has focused on working with the alignment of the organization-wide (Tier 1) strategy where functional units cross-coordinated strategy maps and scorecards to develop a Tier 2 strategy with their common objectives. These functional units are comprised of different departments with a mutual purpose. The functional teams collect data and report on their strategy progress to senior management. In an effort to cultivate the adoption of the balanced scorecard methodology, the cross functional teams have shared their knowledge and added team members across the organization.



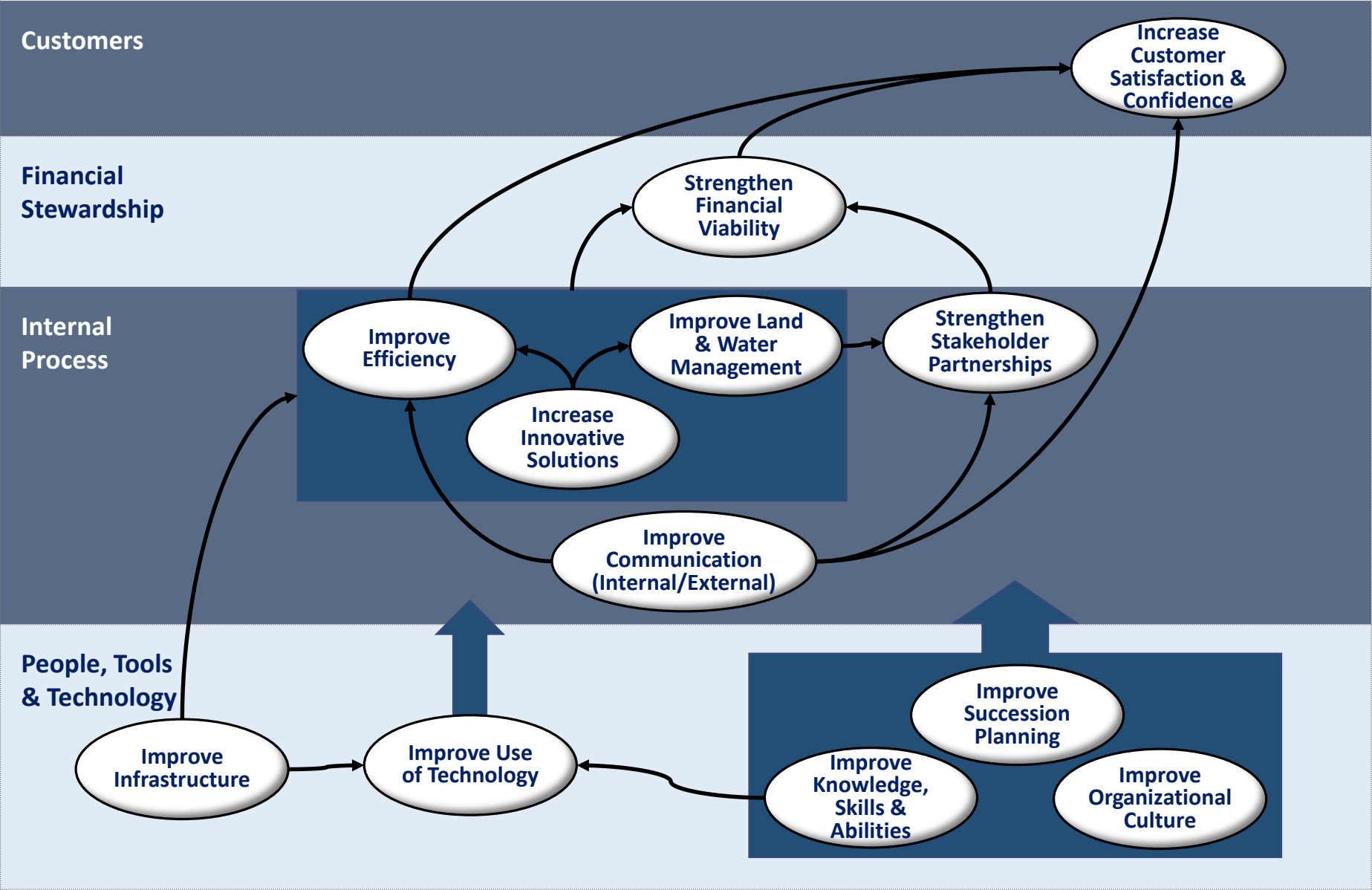
### Business Unit (Tier 2) Strategy Maps

Following are the business unit strategy maps; and a list of sections that comprise each team.

Business Unit	Section Members
Customer Relations	115, 120, 150, 720
Information Technology	810
Inside the Fence	410, 430, 450, 470, 480, 510, 525, 580, 610, 640, 650, 670, 680, 825
Outside the Fence	210, 410, 420, 440, 510, 540, 560, 610, 620, 630, 690, 720, 825
Business Support	710, 715, 740, 750, 120
Operations Support	520, 912, 914, 915, 916, 917
Technical Services	130, 220, 310, 315, 320, 325, 335

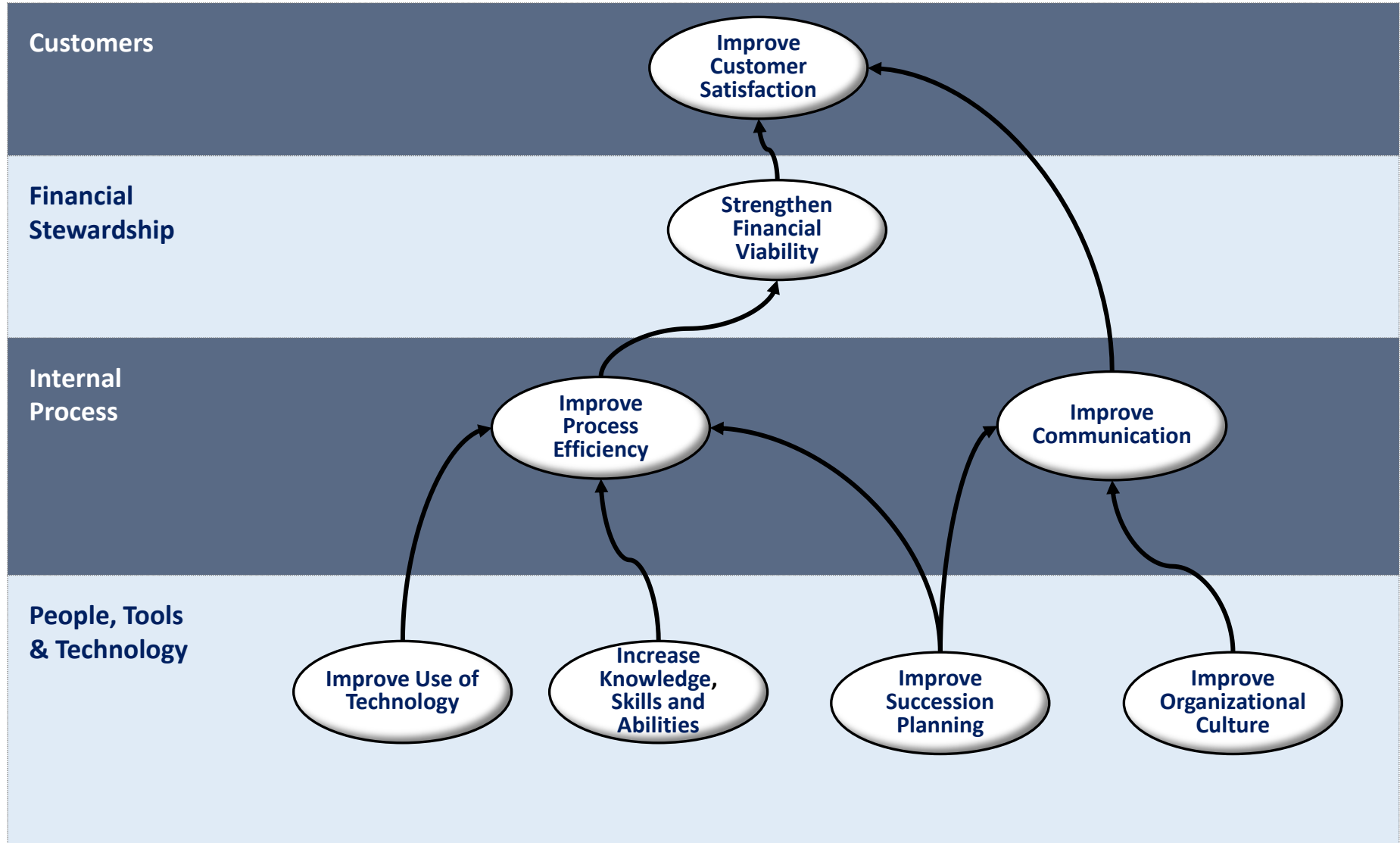






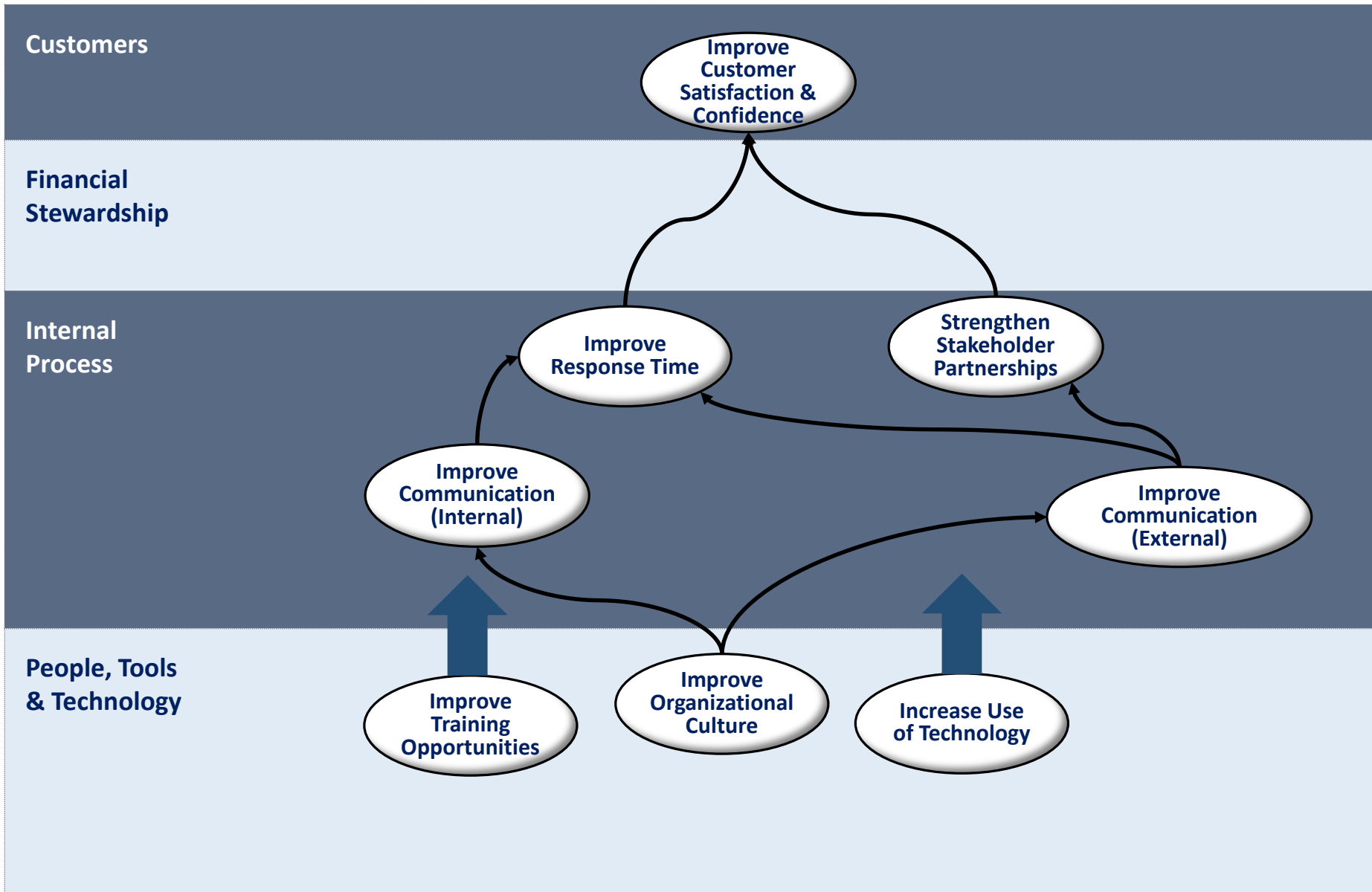
## Tier 2 – Business Support

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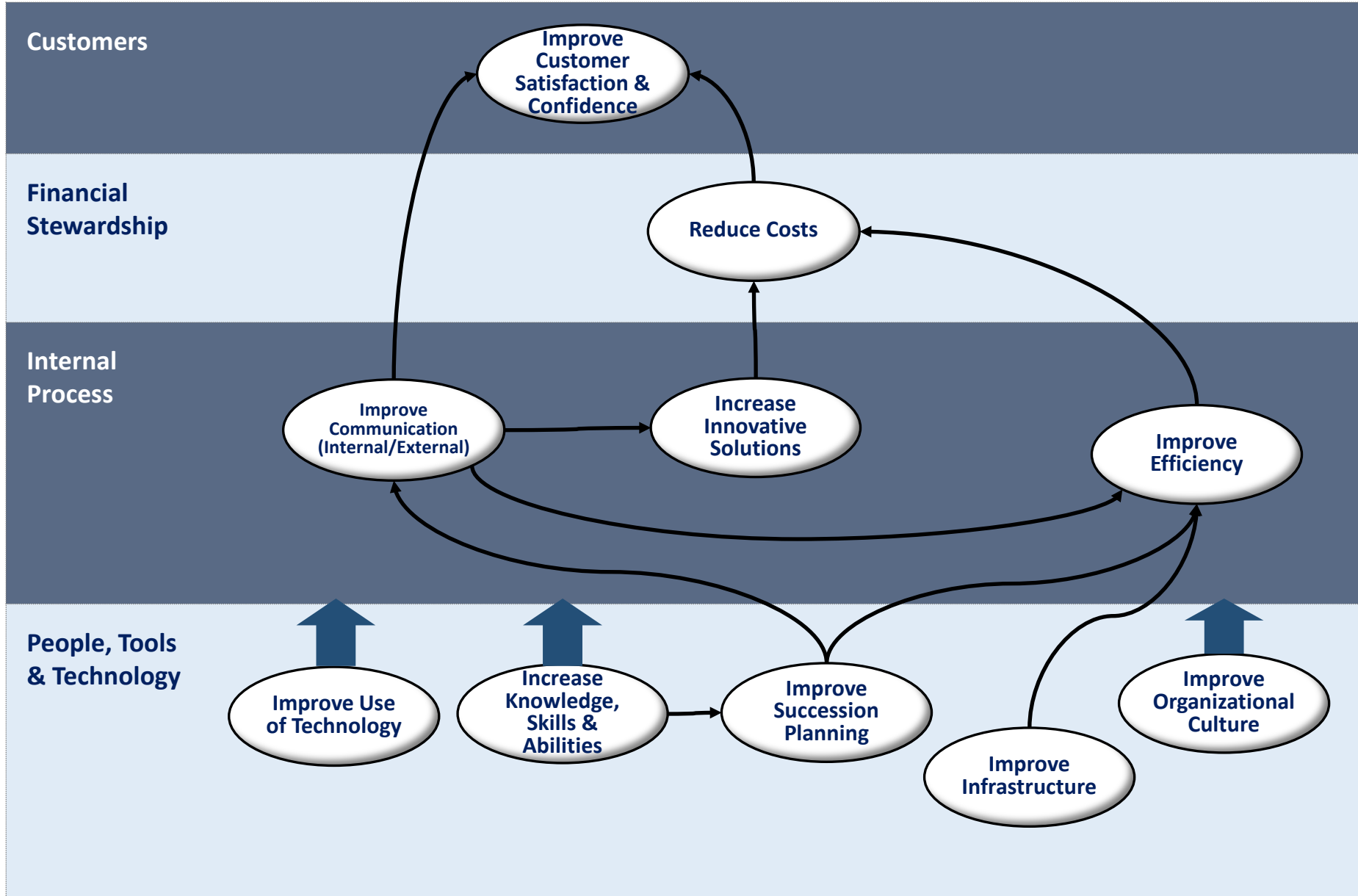
## Tier 2 – Customer Relations

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## Tier 2 – Inside the Fence

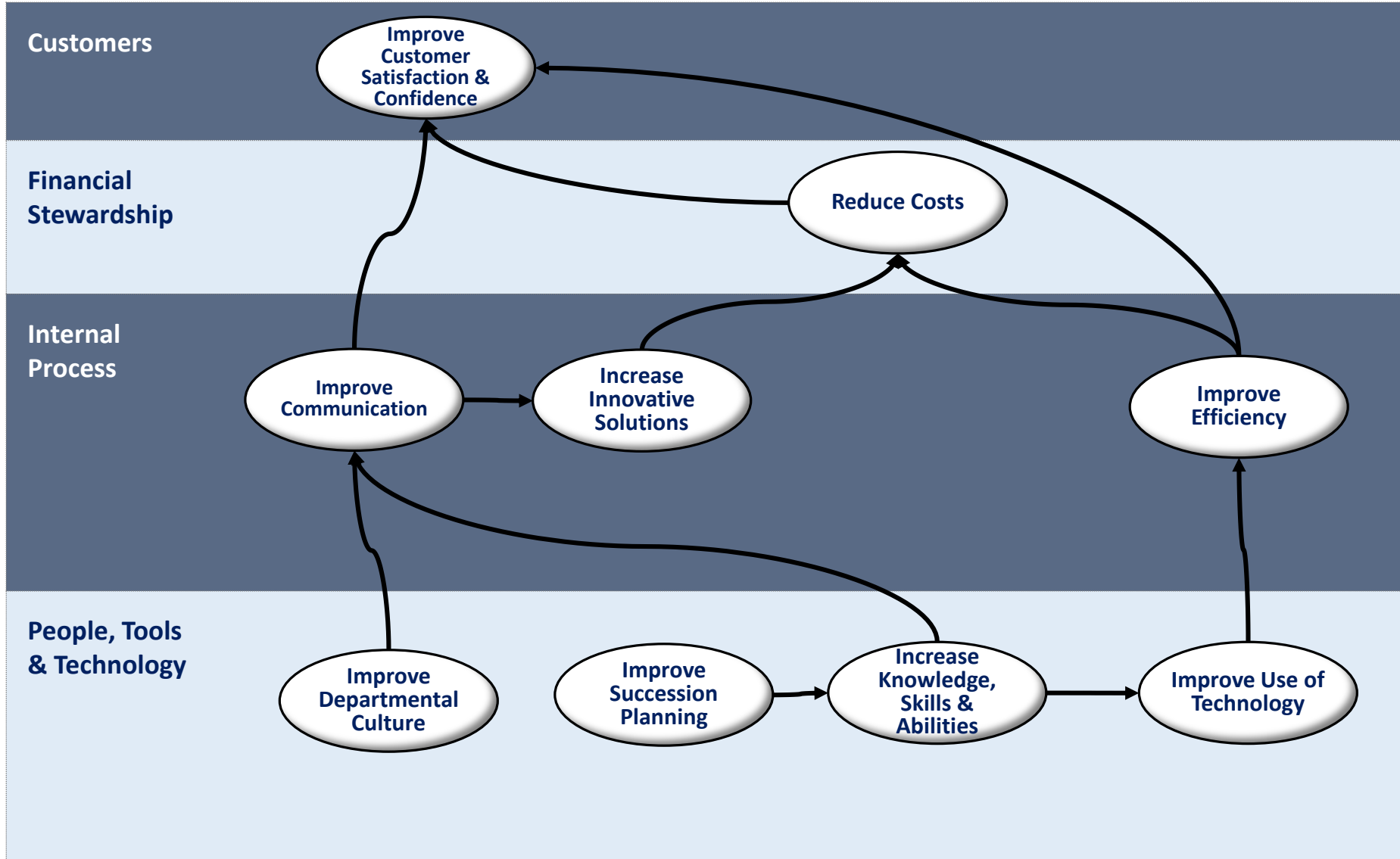
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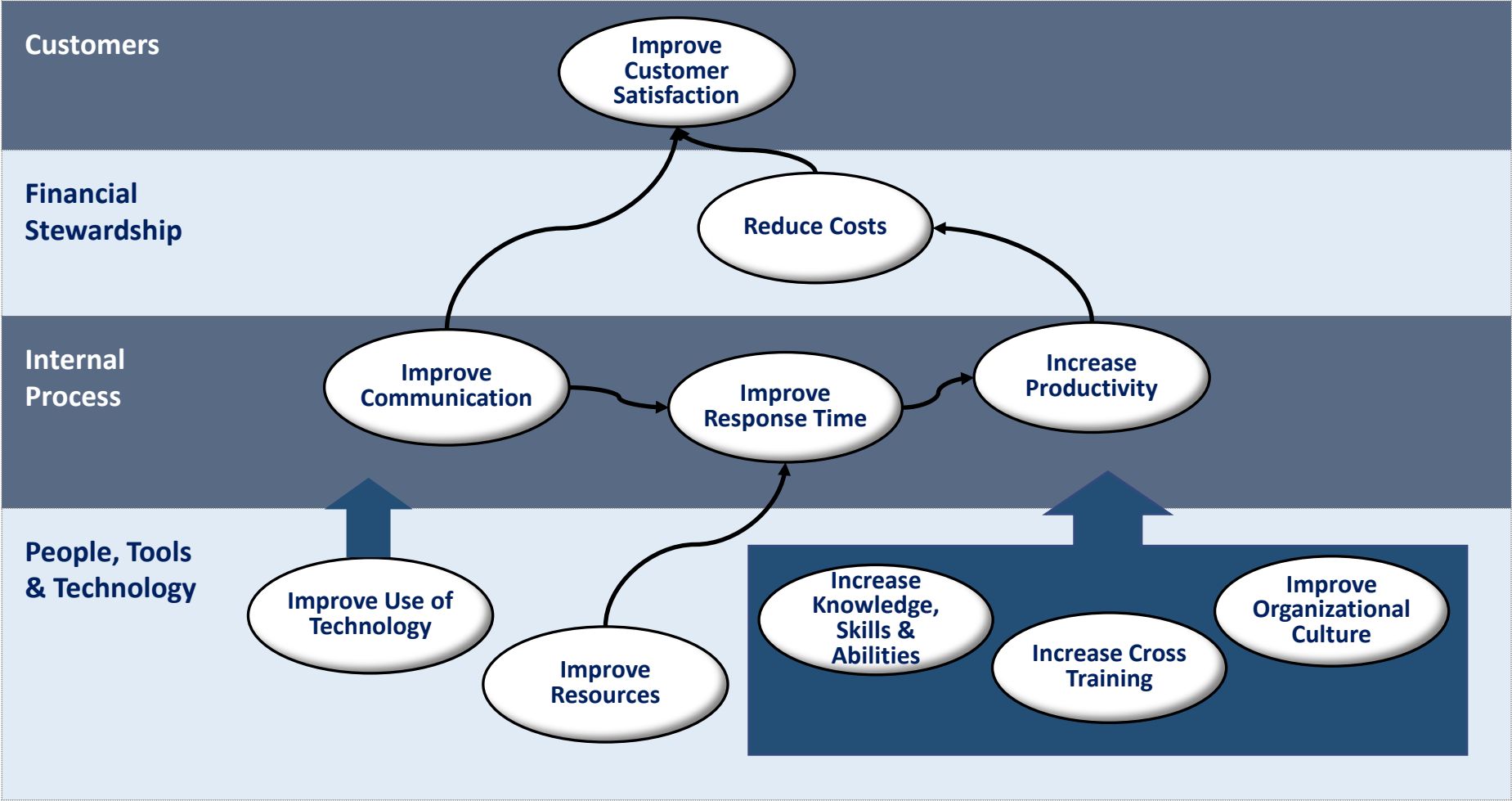




## Tier 2 – Information Technology

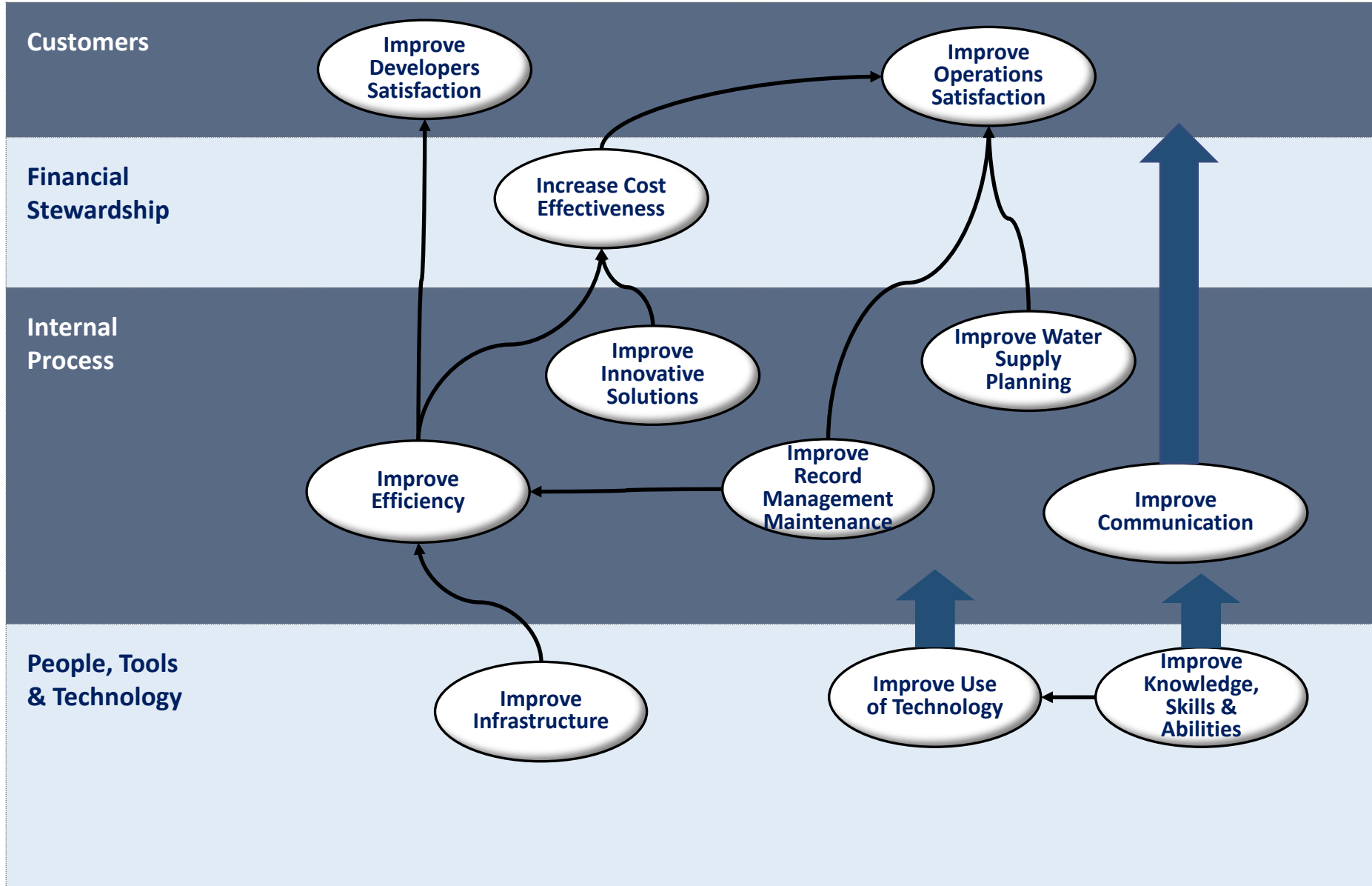
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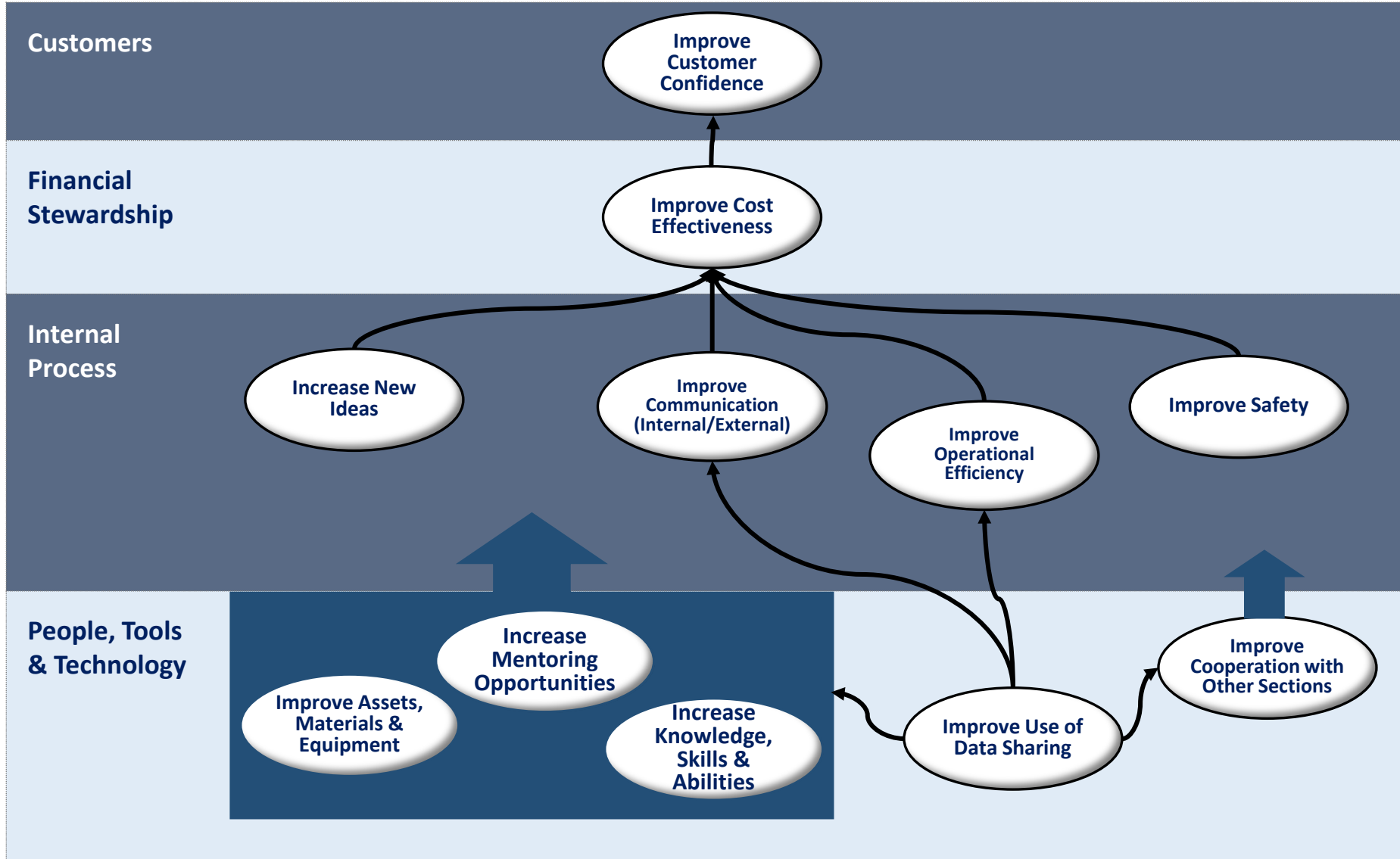
# Tier 2 – Technical Services

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# Tier 2 – Outside the Fence

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# FINANCIAL POLICIES

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EPWater is accounted for as an Enterprise Fund, which is a proprietary fund. Enterprise Funds are used to account for operations that are financed and operate in a manner similar to private business enterprises, where the intent of the governing body is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection. EPWater uses no other funds to account for its activities; it consists of two enterprise funds, the Water and Wastewater Fund and the Stormwater Fund, which are accounted for separately.

## FLOW OF FUNDS POLICY

City Ordinance No. 752 established certain “funds”. These “funds” are mandatory asset segregation and not funds in the sense of governmental fiscal and accounting entities with self-balancing sets of accounts. These funds are described in the following paragraphs.

EPWater funds are designated in City Ordinance No. 752 which was adopted on May 22, 1952. This ordinance authorized the issuance of a series of Revenue Bonds entitled “City of El Paso, Texas, Water and Sewer Revenue Bonds Series 1952”, and the City reserved the right and option in the 1952 resolution to issue, under certain conditions, additional bonds on a parity as to lien and right with the Series 1952 Bonds.

Ordinance No. 752, as amended, requires that gross revenues of the System be applied in sequence to: (a) current expenses of maintenance and operations; (b) debt service and service requirements; (c) capital expenditures, or unexpected or extraordinary repairs or replacements, or for any other lawful purpose. The following funds have been established to account for the application of gross revenues: (i) Water and Sewer Fund; (ii) Water and Sewer Revenue Bond Funds, known as the Interest and Sinking Fund; (iii) Water and Sewer Revenue Bond Reserve Funds; and (iv) Water and Sewer Improvement Fund. All revenues of every nature received through operations of the System shall be paid into the Water and Sewer Fund. The Bonds Funds are required to contain an amount of money and investments equal to the principal and interest requirement during the fiscal year. The funds are described as follows:

### Water and Sewer Fund

All gross revenues shall be deposited from day to day as collected in the Revenue Fund. Moneys on deposit in the Revenue Fund shall be first used to pay all Operation and Maintenance Expenses. The revenues of the System not actually required to pay Operation and Maintenance Expenses (the “Net Revenues”) shall be transferred from the Revenue Fund to the other funds, in the order of priority, in the manner set forth in the Bond Ordinance.

## **Interest and Sinking Fund**

The following shall be deposited in the Interest and Sinking Fund:

1. Such amounts, in equal monthly installments, commencing on the first day of the month next following the month of closing, and on the first day of each month thereafter, as will be sufficient to pay the interest scheduled to come due on the bonds next interest payment date, less any amounts already on deposit therein for such purposes derived from the proceeds of the bonds or from any other lawfully available source.
2. Such amounts, in equal monthly installments, commencing on the first day of the month next following the month of closing, and on the first day of each month thereafter, as will be sufficient to pay the next maturing principal of the bonds, including any scheduled mandatory redemption of bonds.

## **Reserve Fund**

So long as the funds on deposit in the Reserve Fund created for the benefit of all bonds are equal to the Reserve Fund Requirement, no deposits need to be made to the credit of the Reserve Fund. However, should the Reserve Fund at any time contain less than the Reserve Fund Requirement, then subject and subordinate to making the required deposits to the credit of the Interest and Sinking Fund, the Utility shall transfer from the Net Revenues in the Revenue Fund and deposit to the credit of the Reserve Fund, on the first day of each month, such amounts in equal monthly installments to accumulate within at least five years and one month a sum equal to the Reserve Fund Requirement. The money on deposit in the Reserve Fund may be used to pay the principal and interest on all bonds at any time there are not sufficient funds on deposit in the Interest and Sinking Fund for such purpose.

## **Improvement Fund**

All money remaining in the Revenue Fund at the end of each month after all payments required to be made from the revenue fund have been made and all deficiencies accumulated from prior months have been paid shall continue to be paid to the Improvement Fund established in connection with the System, and shall be held in and paid out from such fund for the following purposes:

1. To pay the cost of any special or extraordinary repairs or replacements to or of the properties comprising the System, properly payable with such money under the laws of the State of Texas, necessitated by reason of some emergency.
2. To the extent permitted by law, for the making of extensions, improvements, and betterments of the System.

## **Contributions in Aid of Construction Fund**

Any moneys that may be received by the Board that shall represent contributions in aid of construction shall be deposited in a separate account at the Depository Bank. Such contributions shall not be considered as part of the gross revenues of the System. Payments from such bank account shall be

made only for the purposes for which the contributions were made, including any refunds that may become due to any contributor.

### **Land Sales Restricted Reserve Fund**

Effective March 1, 2013, the Public Service Board established a Land Sales Restricted Reserve Fund (LSRRF) for the purpose of funding future water supply projects. All proceeds from land sales shall be deposited in the LSRRF for the purpose of funding the following types of projects:

1. Purchase of water rights and/or land water rights
2. Expansion of the following plants:
  - A. Kay Baily Hutchison Desalination Plant
  - B. Jonathan Rogers Plant
  - C. Upper Valley Water Treatment Plant
3. Construction of additional desalination capacity
4. Indirect portable or direct potable reuse
5. Aquifer storage and recovery
6. Importation of water from areas outside El Paso County
7. Other water supply projects

### **CAPITAL IMPROVEMENTS BUDGET POLICY**

For capital budgeting purposes, the Utility staff considers various criteria to prioritize capital projects, which include regulatory requirements; aging and condition; overloaded infrastructure; environmental impacts; reliability; drought, customer service; other agency driven projects (street and highway construction); growth and new development; new water supplies, financial impacts; emergency rehabilitation, and operational efficiency. The Utility defines a capital expenditure as an asset with an individual cost of \$25,000 or more and an estimated useful life in excess of two years.

Due to state procurement laws and the nature of capital improvement expenditures, it generally takes more than one fiscal year to completely spend one year's appropriations. By law, EPWater cannot award a project unless it is fully funded. However, many large projects have multiple year and/or multiple phase construction periods. EPWater uses several benchmarks of efficiency to ensure capital budget integrity. These include timely completion clauses, aggressive efforts to minimize change orders, and tracking the progress of the overall capital improvement plan (CIP). On an annual basis, staff members from Technical Services, Operations, Information Services and Instrumentation, Land Administration, and Finance update the CIP. The final CIP document stretches from a mid-year update out to a ten year planning horizon. It incorporates all known or likely to occur variables based on growth, maintenance of

the current system, and addresses issues including new and/or probable regulatory requirements or political directives.

## **OPERATING BUDGET POLICY**

The Utility's fiscal year runs from March 1 to the last day of February the following year. EPWater ties its 12-month budget year to the water "season." Historically speaking, without a year-round water supply of surface water to treat, the water treatment plants shut down for maintenance during the winter months. The surface water supply is not year-round because the upstream irrigation and diversion dams, including Elephant Butte and Caballo dams, are served by snow melt from the Rocky Mountains. The water is released annually in conjunction with the farmers' irrigation season, which normally starts in mid-February and ends in early October. The Utility's surface water production season runs concurrently with the farmers' irrigation season. A normal fiscal year would include the following significant financial events:

- ❑ Mid-February – surface water production season begins except in times of drought
- ❑ March 1 – fiscal year begins
- ❑ June to September – strategic planning updates to the 10 year capital plan
- ❑ May to September – peak consumption months for EPWater customer demand
- ❑ September – six month operating results distributed to each section manager so sections can begin planning for the upcoming fiscal year beginning next March
- ❑ October – surface water production ends (mid-month) and water treatment plants shut down except in times of drought
- ❑ October – sections submit operating budget requests
- ❑ October – internal budget conferences begin between the Sections and Management /Finance
- ❑ November – Management approves preliminary capital and operating budget requests
- ❑ November/December – budget workshops in which the Public Service Board reviews the budget requests and the public can comment
- ❑ January – PSB approves and adopts the final combined operating and capital budget for the fiscal year beginning next March 1

The Utility's FY 2021-2022 budget is a balanced budget, with the revenue and other financing sources equal to the expenditures and other uses.

## **BUDGET AMENDMENT POLICY**

Capital budget transfers are submitted by the requesting manager to the Capital Improvement Project section with final approval by Finance and the Vice President (VP) of Business. Operating transfers are initiated when the total budget for sections are exhausted and other sections are identified with excess remaining budget balances to cover the deficit. These transfers are done on a memorandum basis and are processed by the Finance Department with approval from the VP of Business and the President/CEO. Capital and Operating transfers are subject to approval by management but don't need approval by the

Public Service Board. Emergency funding authorizations and amendments to the approved operating or capital budgets can only be done with approval by the Public Service Board.

## **REVENUE POLICY**

Ordinance No. 752 also requires that the Board maintain rates sufficient to produce or yield revenues to produce in each fiscal year an amount adequate to pay all expenses incurred for the operations and maintenance of the System as such expenses shall accrue during the year and to produce an additional amount equal to 150% of the aggregate amount required to be paid in such year for principal and interest and redemption premiums on bonds payable from the Bond Funds. Another financial target that is used in preparing the five-year financial plan is maintaining a 90 to 120-day operating reserve fund balance.

Ordinance No. 752 also provides that the Board will permit no free water or services to be supplied to the City or to any other user. However, the ordinance requires that 10% of the total amounts received by the Board from the sale of water be paid to the City Treasurer. The money received by the City Treasurer may be expended by the City under the direction of the City Council for any purpose for which revenues of the System may be legally used under the state laws of the State of Texas.

EPWater is a component unit of the City of El Paso and operates as an autonomous enterprise fund. Enterprise funds are used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the governing body is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. All activities necessary to provide such services are accounted for in this fund, including (but not limited to) administration, operations, maintenance, financing and related debt service, and billing and collection. Because the Utility operates in a proprietary manner, the major revenue sources are user charges for water and wastewater services. The Utility's revenue requirements are based on cost of service. This includes operating costs, expenditures for capital improvements, and repayment of debt. The description and figures of the revenue sources are covered in the financial overview section of this budget.

## **INVESTMENT POLICY**

The Utility also has an Investment Policy which establishes the guidelines for: 1) who can invest PSB funds; 2) how PSB funds will be invested; and 3) when and how a periodic review of investments will be made. In addition to this policy, bond funds shall be managed by their governing ordinance and all applicable State and Federal Law. The investment policy must comply with the Texas Public funds Investment Act of 1995 and any such amendments since then. The primary objectives of the investment policy are 1) preservation of capital; 2) safety of PSB funds; 3) maintenance of sufficient liquidity; 4) maximization of return within acceptable risk constraints; and 5) diversification of investments. The



investment policy requires an annual review and adoption of its investment policy and strategies, and a quarterly comprehensive report to the PSB.

### **DEBT SERVICE POLICY**

Planned rate increases on a consistent basis are programmed in the Financial Plan, and are mainly driven by the capital improvement program and debt service coverage required both by the revenue bond covenants and by the Public Service Board's benchmarks for financial management. While the revenue bond covenants require debt service coverage of 1.5 times (meaning 150% of the current year's debt service requirements must be available that fiscal year), the Public Service Board's financial benchmark is to maintain as close to a 2.0 times coverage as feasibly possible. The Utility does not have a legal debt limit.



# FINANCIAL PLAN

## BUDGET TRENDS IN FY 2020 - 2021



EPWater continues to evolve in addressing and meeting the needs of our customers in the 21<sup>st</sup> century. It is well positioned to meet the challenges to serve a large metropolitan region in the Southwest. The Utility is focused on meeting the supply and demand of its current and future customers, while minimizing costs and maximizing service.

During FY 2020-2021 the Utility saw continued improvements in operational efficiencies. Through the guidance of Public Service Board, the Utility continued its regional leadership, investment in its employees, and passed these savings on to its customers.

The Utility has made a conscious and ongoing effort to reduce unaccounted for water and more accurate billing through a comprehensive program focusing on leak detection, reservoir rehabilitation, and increased meter replacement. Unaccounted for water has decreased from 14% in 1996 to 13.55% in 2020.

The Utility issued the following bonds during FY 2020-2021:

- \$33.9 million of Water and Sewer Refunding Bonds, Series 2020 to take long \$40.0 million of Commercial Paper notes.
- \$63.0 million of Water and Sewer Refunding Bonds, Series 2020A to refund bonds series 2012 and 2012A, which resulted in Net Present Value Savings of \$5.9 million.

## FY 2021 – 2022: MEETING FUTURE DEMANDS

The FY 2021-2022 operating and capital budget was presented to the Public Service Board for review, input, and guidance during a public budget workshop and a regular scheduled PSB meeting. The budget is consistent with the Board's Strategic Plan. The budget workshop, public hearing and budget adoption meetings were open to the public and were held as follows:

Budget Schedule	
<u>Date</u>	<u>Agenda</u>
November 30, 2020 & December 9, 2020	Stormwater Utility Operating and Capital Budget and Water, Wastewater, and Reclaimed Water Operating and Capital Budget and Stormwater fee options
January 13, 2021	Public Hearing and Adoption of Budget, Rates and Rules and Regulations for Water, Wastewater, Reclaimed Water, and Stormwater

## ASSUMPTIONS

The FY 2021-2022 budget is based on certain assumptions and specific operating and capital budget costs. Financial projections for future years require additional assumptions related to revenue growth, expenditures, and necessary rate adjustments. Basic assumptions to this year's five-year financial plan include the following:

Basic Assumptions	
Customer growth rate	1.5%
Water billed	34.5 billion gallons
Water billed growth rate	1.5%
Wastewater treated	24.0 billion gallons
Wastewater treated growth rate	1.5%
Miscellaneous revenues growth rate	2.0%
Fire Protection growth rate	1.0%
Operations and Maintenance growth rate	1.0%
Contingencies	2.5% of operating budget
Interest earnings rate	0.5% of average fund balance
Payment to City (water only)	10.0% of water revenues
Payment to the City for Franchise Fee	Annual amount of \$6.55 million
Future debt financial costs	2.25%

## BASIS OF BUDGETING

The budget and the Comprehensive Annual Financial Report are prepared using the accrual basis of accounting. Revenue is recognized as it is earned, and expenses are recognized as goods or services are delivered. The PSB has elected to apply all applicable Governmental Accounting Standards Board (GASB) pronouncements as well as Financial Accounting Standards Board pronouncements and Accounting Principles Board opinions, unless those pronouncements conflict with, or contradict GASB pronouncements. The operating budget is prepared at the **object** level. The object of expenditure is the good or service for which the expenditure was made. For further detail, sub-object listings are provided and reported by the Utility as "account numbers." For a

complete listing of the Utility's operating budget, refer to the section of this budget book entitled "Operating Budget Detail."

The Utility's funds are not appropriated; rather the budget is an approved plan that can facilitate budgetary control and operational evaluations. The Utility defines fund equity as net position, which equals assets minus liabilities and deferred inflows of resources. Net position is divided into four categories; net invested in capital assets, restricted for construction and improvements, restricted for debt service, and unrestricted.

## **FY 2021-2022 DETAIL BUDGET**

The Fiscal Year 2021–2022 budget reflects the PSB's Strategic Plan goals and objectives and is a balanced budget, with the revenue and other financing sources equal to the expenditures and other financing uses. The FY 2021-2022 combined operating and capital budget addresses a continued effort to hold the line on expenditures. The Utility adopted a modest two percent water and wastewater rate increase.

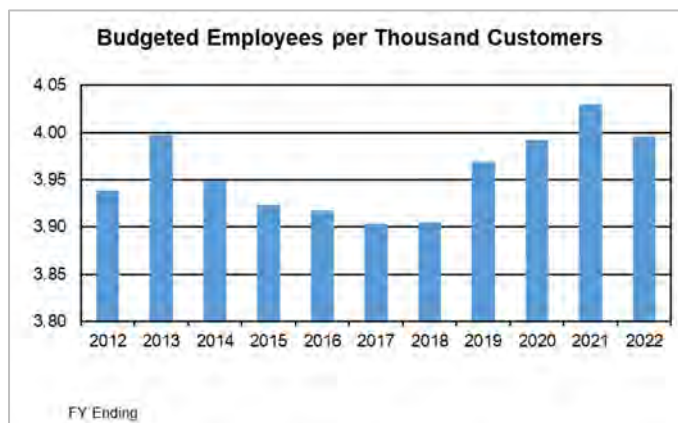
Some of the highlights of the FY 2021-2022 operating budget are as follows:

The operating budget increased by \$4.4 million mainly as a result of:

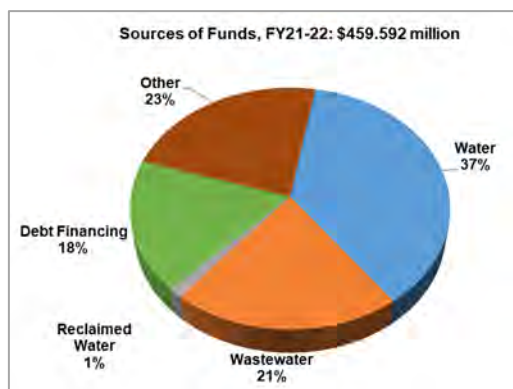
- \$1.7 million increase in maintenance expense
- \$3.0 million increase in utility expenses
- In addition, there was an increase of \$788,000 for salary adjustments and 13 new positions. The following table identifies the new position adjustments to the staffing table:

<b>Change in Staffing</b>	
<b>Section</b>	<b>Number of Positions</b>
Administration	+2
Engineering	+1
Financial and Support Services	+1
Information Technology	+4
Operations Support	+2
Operations Water	+2
Operations Wastewater	+1
<b>Net Change, All Divisions FY 2021-2022</b>	<b>+13 positions</b>

The Utility's ratio of employees to 1,000 customers has been reduced by 20% from 5.0 in 1996 to 4.0 employees per 1,000 customers budgeted in FY 2021-2022. In FY 2021-2022 this ratio decreased by 0.3 employees due to an increase of 5,355 customers with only 13 new positions added.



## Revenues and Other Financing Sources



**Water** – Water revenues are funds generated for providing potable water service to customers and fire protection. Water revenue for FY 2021-2022 is estimated at \$136.8 million and reflects an increase of \$4.6 million in billed water compared to the budgeted water revenue for the previous year due to an approved two percent revenue adjustment and normal customer growth.

**Wastewater** – Wastewater revenues are generated from providing wastewater treatment services to customers. Wastewater revenue for

FY 2021-2022 is estimated to be \$97.1 million. This estimate is higher from the previous year's budget reflecting an approved two percent revenue adjustment and normal customer growth.

**Water Supply Replacement Charge** – Water Supply Replacement Charge (WSRC) is restricted revenue used for the costs of attaining future water supplies and the infrastructure associated with it. The revenue source is estimated to be \$33.5 million for FY 2021-2022, which includes a two percent revenue adjustment. As of March 1, 2017, all meter accounts with monthly water consumption of less than 4 ccfs are not charged the WSRC. This fee elimination was approved by the PSB to help low volume users. In 2019-20 over 40,000 customers on a monthly basis had this fee waived, and the total amount of waived fees for the year was over \$5.3 million.

**Debt Service Proceeds** – These are restricted funds available from previously issued bonds and new commercial paper used to finance the capital improvement program. For FY 2021-2022 the Utility budgeted \$120.4 million.

**Franchise Fee Revenue**—Effective, March 1, 2020, the City of El Paso increased the franchise fee from \$3.55 million to \$6.55 million annually. City Council approved the fee as a means to compensate the City of El Paso



for the Utilities' use of city streets and the rights of way for projects and wear and tear on City streets. The monthly fee is billed to all inside City customers by meter size.

**Reclaimed** – Reclaimed water revenues are funds generated for supplying advanced secondary and tertiary reuse water services. This revenue source is estimated to generate \$5.8 million in FY 2021-2022. The new reclaimed water rate includes an approved six percent revenue adjustment. The rate adjustment includes the sixth year of an approved ten-year gradual reduction in the subsidy of the reclaimed water rate.

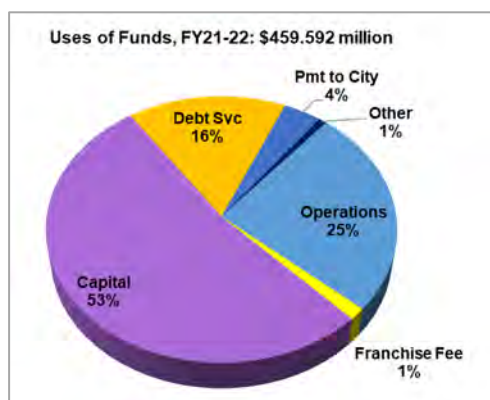
**Interest Income** – This category includes interest earned from investments, other cash management functions and notes receivable. This revenue source is estimated at \$2.5 million for FY 2021-2022. Interest rates are expected to remain flat in 2021 with the anticipation of no increases in the Federal Funds Rate in the near future.

**Grants** – This category includes any funds from federal and state governmental agencies. Almost always these proceeds are for capital improvement projects. Grant proceeds from existing and/or new grants for FY 2021-2022 are estimated to be \$11.3 million.

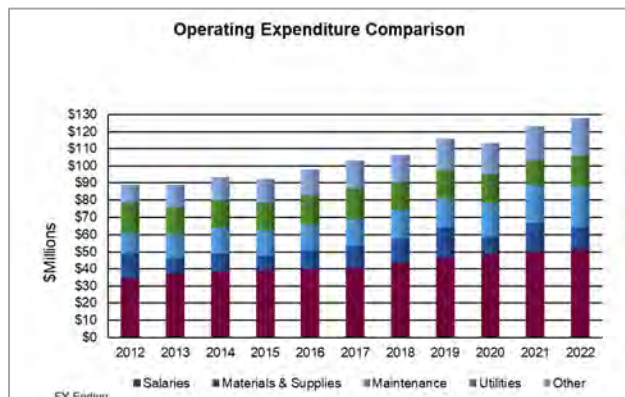
**Farm Lease Revenues**– The Utility continues to purchase water rights land in and around Dell City to secure a future water supply, which is included in the Region E's 50-year plan. These water resources will be used for water importation around the year 2050. The Utility currently has leased out the farm properties acquired and is in negotiations to lease the farms it is in the process of acquiring now. The Utility estimates that for FY 2021-2022 farming lease revenues to be \$1.8 million.

**Other** – This category includes proceeds from the sale of assets such as land; revenues from fees charged for development of land recently annexed by the City of El Paso; impact fees from new development, other contributions in aid of construction, and lease revenue. The FY 2021-2022 estimated revenue from this source is \$21.4 million, which includes \$10 million from land sales, \$4.9 million from miscellaneous service charges, \$950,000 in revenue from annexation fees, \$2.3 million in revenue from impact fees and \$3.3 million from contributions from new customers.

## Expenditures and Other Financing Uses



**Capital** – Capital expenses include all expenditures for the planning, design, construction, rehabilitation and/or purchase of assets. Total capital expenses for FY 2021-2022 are estimated to be \$242.0 million, which includes \$4.5 million for equipment. The water capital projects represent 56.2% of total capital expenditures in FY 2021-2022, with wastewater and reclaimed projects representing 42.0%, and capital equipment representing 1.8%.



**Operating** – This category includes expenditures for the operations and maintenance costs of the Utility. It includes salaries, materials and supplies, utilities, and all other expenses. Operating and maintenance expenses for FY 2021-2022 are estimated to be \$116.2 million. This is a 4.0% increase compared to FY 2020-2021. The increase is mainly due to \$788,000 in salary adjustments and funding of 16 new position, \$1.7 million in increased maintenance expense, a

\$3.0 million increase in utilities, \$2.6 million increase in miscellaneous expenses and offset by a decrease of \$4.0 million in water purchase for resale.

**Debt Service** – This category includes expenditures for the payment of principal and interest on bonds, debt service reserves, and other debt instruments including commercial paper. Debt service for FY 2021-2022 is estimated to be \$73.6 million. This is a \$1.4 million increase over the prior year mainly due to bonds to be issued to refund commercial paper. In addition, the Utility plans to use an estimated \$81 million of Commercial Paper Notes next fiscal year to fund new CIP projects.

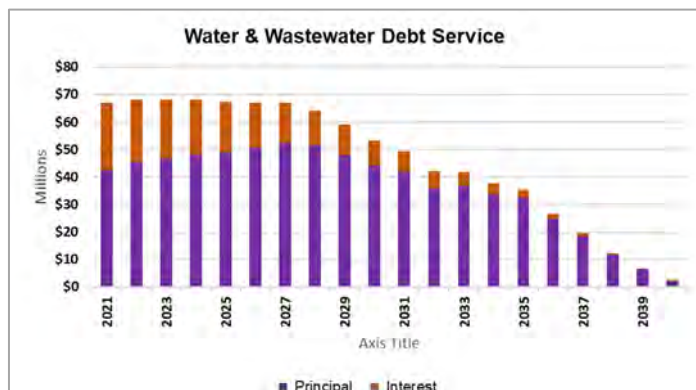
**Payment to City** – 10% of water revenues paid to the City of El Paso's general fund per bond ordinance. For FY 2021-2022, this payment to the City is estimated to be \$17.7 million. This figure is \$403,000 more than the previous year due to the approved two percent water revenue adjustment.

**Franchise Fee Expense** – Effective, March 1, 2020, the City of El Paso increased the Utility franchise fee from \$3.55 million to \$6.55 million annually. City Council approved the fee as a means to compensate the City of El Paso for the Utilities' use of city streets and the rights of way for projects and wear and tear on City streets. The monthly fee is billed to all inside City customers.

**Contingency** – This category allows for unusual, unbudgeted expenses, equivalent to 2.5% of the operating budget. The contingency this year is \$2.9 million.

## DEBT SERVICE

The following chart shows, as of February 28, 2021, all outstanding principal and interest owed by EPWater. An adequate level of debt and strong financial positions reflects superior fiscal management that have allowed EPWater to continue to earn among the highest ratings that can be awarded by rating agencies like Standard & Poor's (AA+) and Fitch (AA+). In August 2020, Standard & Poor's and Fitch Ratings confirmed the Utilities bonds of AA+ with a Stable Outlook. In 1997, to leverage the market and be more flexible in financing capital



construction projects, the Utility initiated the use of interim commercial paper financing. The credit agreement, in the amount of \$40 million, is equally and ratably secured by and are payable from the sale of bonds or additional borrowing under the commercial paper program. In July 2015, the Public Service Board approved a resolution selecting Bank of America N.A. as the Liquidity Provider for the Commercial Paper Program. On August 8, 2018, the agreement was amended to reduce the fees charged and extend the Credit Agreement for three additional years. The commercial paper matures from one to 270 days, with a current interest rate of 0.18%. The new debt service associated with the two bond issues completed last fiscal year have been included in the FY 2021-2022 budget. The following table shows all outstanding debt for the Water & Sewer Utility as of February 28, 2021.

<b>Water &amp; Wastewater Debt Service Detail</b>			
<b><u>Calendar Year</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Total</u></b>
2021	\$42,475,000	\$24,664,691	\$67,139,691
2022	45,195,000	23,025,473	68,220,473
2023	46,910,000	21,400,162	68,310,162
2024	48,295,000	19,944,939	68,239,939
2025	48,820,000	18,351,864	67,171,864
2026	50,495,000	16,589,723	67,084,723
2027	52,330,000	14,720,491	67,050,491
2028	51,360,000	12,851,666	64,211,666
2029	48,035,000	11,026,915	59,061,915
2030	44,075,000	9,298,275	53,373,275
2031	41,765,000	7,701,013	49,466,013
2032	35,895,000	6,310,508	42,205,508
2033	36,830,000	5,090,026	41,920,026
2034	33,695,000	3,901,309	37,596,309
2035	32,460,000	2,788,231	35,248,231
2036	24,790,000	1,839,399	26,629,399

<b>Water &amp; Wastewater Debt Service Detail</b>			
<b><u>Calendar Year</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Total</u></b>
2037	18,360,000	1,100,788	19,460,788
2038	11,570,000	541,254	12,111,254
2039	6,295,000	193,470	6,484,470
2040	2,410,000	36,150	2,446,150
<b>Total</b>	<b>\$722,060,000</b>	<b>\$201,376,347</b>	<b>\$923,436,347</b>

## CUSTOMER IMPACTS

Because of the many factors that go into providing quality water and wastewater services, El Paso Water must continue its leadership in regional and local planning to ensure that its customers continue to receive the highest quality water and wastewater services at affordable rates. The Utility uses an “excess use” increasing block rate structure to establish its user charges. The rate structure is designed with a water conservation message such that the less water the customer uses, the less per unit the customer will be billed. Each customer determines the block into which he or she will fall based on their **average winter consumption (AWC)**. AWC is the per-month average based on total consumption during the three winter months of December, January, and February. One can think of AWC as your own personal yardstick, against which your water and wastewater use is measured. New customers who have not established an AWC are assigned the AWC based on the meter size for their classification. New residential homeowner, for example, would be assigned the residential single, 3/4” class average.

Up to four hundred cubic feet (CCF), or about 2,992 gallons, of water is included in the minimum monthly charge for all non-commercial accounts. The minimum monthly charge for a 3/4” x 5/8” meter is \$7.98 and the rate increases depending on the size of the meter.

### Water Rate Structure

Minimum: up to 4 CCFs

Block 1: over 4 CCFs to 150% of AWC

Block 2: over 150% to 250% of AWC

Block 3: over 250% of AWC

This structure is consistent with the PSB’s goal of sending a pricing signal to high water users or users with high or “discretionary” water use. A two percent revenue increase rate adjustment was approved in the FY 2021-2022 budget. The rates effective March 1, 2021 are outlined below:

Block 1 . . . . .	\$2.40 per CCF
Block 2 . . . . .	\$5.69 per CCF
Block 3 . . . . .	\$8.13 per CCF

The formula for determining into which block a customer will fall is based on what multiple of the customer's AWC is used during that billing period.

In February 1996, the PSB adopted a water supply replacement charge (WSRC). This is dedicated revenue to be used for the acquisition of new water resources to meet current and future water demand. The WSRC is a flat monthly fee charged to each water customer, increasing with equivalent meter size. The typical meter size for a single family detached residence is 3/4" x 5/8" and the WSRC is \$11.82. Effective March 1, 2017, the WSRC is waived for all metered accounts with monthly water consumption of less than 4 ccfs. This fee elimination was approved by the PSB to help low volume users.

The payment to the City of El Paso for 10 percent of total water sales was implemented with the City of El Paso Ordinance 752 that created the Public Service Board and established a monthly 10 percent of total water sales payment to the City of El Paso to be paid by the EPWater.

Effective, March 1, 2020, the City of El Paso started charging the Utility a franchise fee of \$6.55 million annually. City Council approved the fee as a means to compensate the City of El Paso for the Utilities' use of city streets and the rights of way for projects and wear and tear on City streets. The monthly fee is billed to all inside City customers.

The wastewater bill is determined by taking 90% of the customer's AWC, then billing a minimum charge of \$17.51 for the first 4 CCFs, and \$2.20 per CCF thereafter. The wastewater portion of the bill will then be fixed until the customer's AWC is calculated again next winter. The customer determines her/his own AWC, meaning they determine their own rates for service. EPWater continues to offer competitive and efficient services and provides one of the most affordable commodities in the Border region, as supported in an October 2020 survey of border cities (survey assumes an AWC of 7 CCFs, consumption of 10 CCFs of water and 6 CCFs of wastewater). A detailed history of water and wastewater rates is included in the Statistical section of this budget document.

It should be noted that EPWater continues to serve its customers in this arid region while maintaining affordable prices. Specifically, the area has the lowest average annual rainfall among any of the arid cities in the survey. The result is that EPWater is able to offer its customers high quality, low cost services and still meet the needs of future generations as well. Proactive planning, regional leadership, visionary management, fiduciary responsibility, and constant communication with the customer will ensure that this will always be the case.

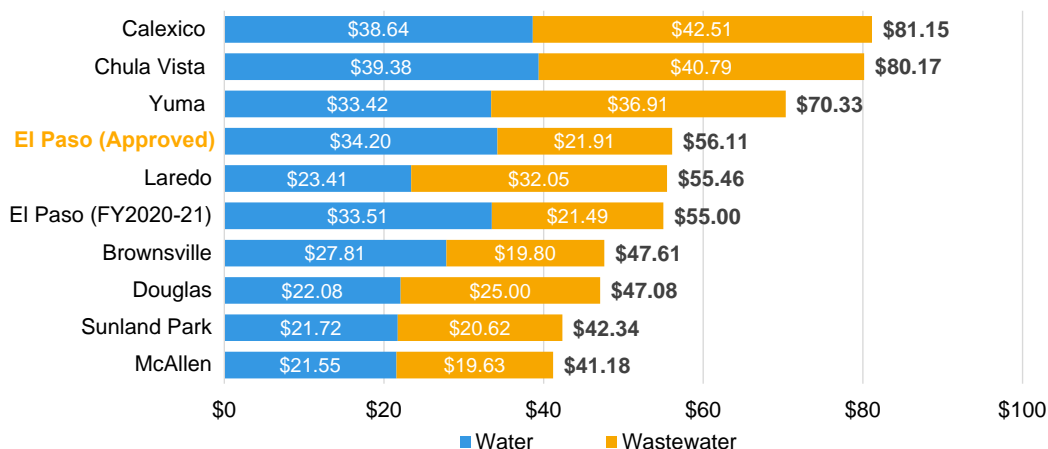
The COVID-19 Pandemic had a negative impact on our customer's account balances. The Utility continued to see increases in past due balances, especially over 60 days. In 2020 the Utility received and distributed



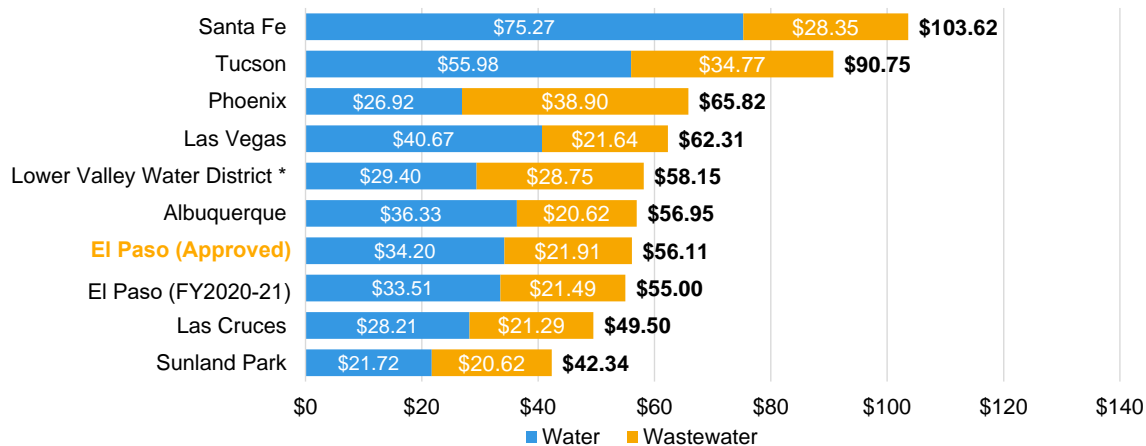
approximately \$500,000 in CARES Act funding from the City of El Paso to assist low income customers affected by COVID-19. This and other financial assistance programs helped over 2,400 customers pay outstanding customer account balances. The Utility also has been proactive in communicating via telephone and through social media with customers about repayment options that include extended periods for payment arrangements.



## Average Residential Water/Wastewater Bill Border Cities Survey 2020

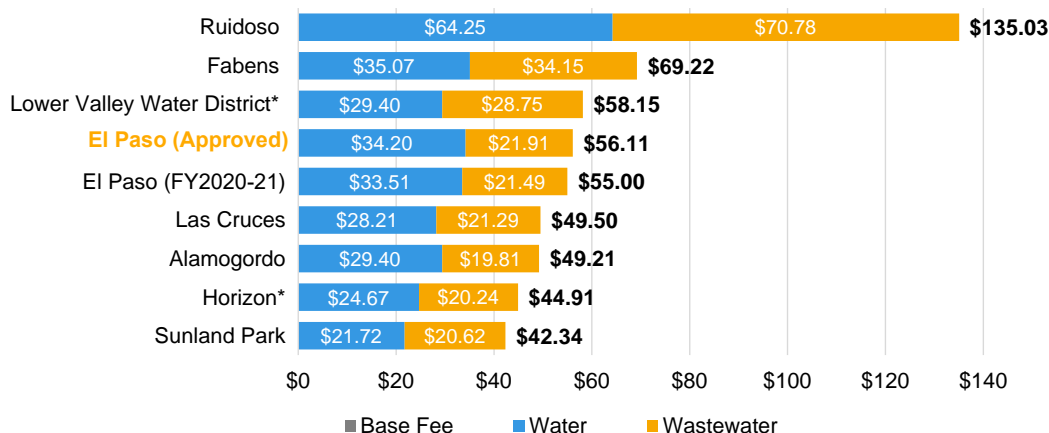


## Average Residential Water/Wastewater Bill Arid Cities Survey 2020

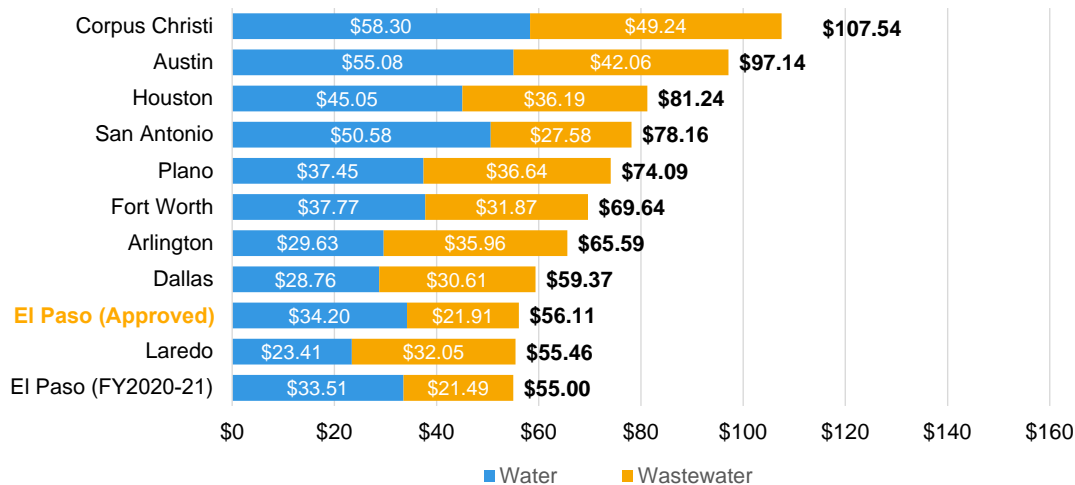


\*receives revenue from property taxes

## Average Residential Water/Wastewater Bill Regional Cities Survey 2020



## Average Residential Water/Wastewater Bill Ten Largest Texas Cities Survey 2020



**El Paso Water Utilities - Public Service Board**  
**SUMMARY OF RECEIPTS & DISBURSEMENTS (IN 1000'S)**  
**2021-22 FISCAL BUDGET**

TABLE OF CONTENT

	Approved Budget 2020-21	Approved Budget 2021-22	Difference	% of Inc(Dec)
<b>Water Billed (In Billion Gallons)</b>	<b>34.50</b>	<b>34.50</b>	<b>-</b>	<b>0.00%</b>
<b>REVENUE</b>				
Water	130,844	135,442	4,598	3.51%
Water Supply Replacement Charge	32,504	33,539	1,035	3.18%
Reclaimed Water	4,926	5,819	893	18.13%
Fire Protection	1,298	1,339	41	3.16%
Service Charges, Misc. Fees	2,900	2,100	(800)	-27.59%
<b>Total Water</b>	<b>172,472</b>	<b>178,239</b>	<b>5,767</b>	<b>3.34%</b>
Wastewater Service	94,801	96,441	1,640	1.73%
Pretreatment Surcharge	548	612	64	11.68%
<b>Total Wastewater</b>	<b>95,349</b>	<b>97,053</b>	<b>1,704</b>	<b>1.79%</b>
Misc. Operating Revenues	2,700	2,800	100	3.70%
Farm Lease Revenues	1,674	1,813	139	8.30%
Franchise Fee	6,550	6,550	-	0.00%
Interest Revenue on Operating Funds	600	500	(100)	-16.67%
<b>Total Operating Revenues</b>	<b>279,346</b>	<b>286,956</b>	<b>7,610</b>	<b>2.72%</b>

<b>LESS OPERATING EXPENDITURES</b>				
Operation & Maintenance	111,755	116,187	4,432	3.97%
Farm Lease Expenditures	700	650	(50)	-7.14%
Franchise Fee to City	6,550	6,550	-	0.00%
<b>Total Operating Expenditures</b>	<b>119,005</b>	<b>123,388</b>	<b>4,382</b>	<b>3.68%</b>
<b>Total Operating and Misc. Expenses</b>	<b>119,005</b>	<b>123,388</b>	<b>4,382</b>	<b>3.68%</b>

<b>Revenues Available</b>	<b>160,340</b>	<b>163,569</b>	<b>3,229</b>	<b>2.01%</b>
Sale of Assets	450	450	-	0.00%
Interest Revenue on Restricted Funds	2,000	2,000	-	0.00%
<b>Revenues Available for Debt Service</b>	<b>162,791</b>	<b>166,019</b>	<b>3,229</b>	<b>1.98%</b>
Debt Service - Water and Wastewater	69,899	71,866	1,967	2.81%
Debt Service Reserve Fund	1,474	1,416	(58)	-3.93%
Short Term Commercial Paper - Interest	866	330	(536)	-61.89%
Payment to City	17,277	17,680	403	2.33%
<b>Revenues Avail For Capital Rehab/Impr.</b>	<b>73,275</b>	<b>74,726</b>	<b>1,451</b>	<b>1.98%</b>

<b>PLUS MISC. NON-OPERATING REVENUES</b>				
Land Sales	15,000	10,000	(5,000)	-33.33%
Impact Fees	2,200	2,270	70	3.18%
Annexation Fees	1,600	950	(650)	-40.63%
Contribution of New Customers	2,500	3,300	800	32.00%
<b>Total Non-Operating Revenues</b>	<b>21,300</b>	<b>16,520</b>	<b>(4,780)</b>	<b>-22.44%</b>
<b>Total Revenues Avail for Capital Rehab/Impr.</b>	<b>94,574</b>	<b>91,246</b>	<b>(3,328)</b>	<b>-3.52%</b>

<b>CAPITAL EXPENDITURES</b>				
Capital Projects-Water	132,854	135,971	3,117	2.35%
Capital Projects-Wastewater	99,379	100,559	1,180	1.19%
Capital Projects-Reuse	433	969	536	123.79%
Capital Equipment	4,958	4,508	(450)	-9.08%
<b>Total Capital Expenditures</b>	<b>237,624</b>	<b>242,007</b>	<b>4,383</b>	<b>1.84%</b>
Contingencies	2,794	2,905	111	3.97%
<b>Deficiency to be funded by debt or construction funds</b>	<b>(145,843)</b>	<b>(153,666)</b>	<b>(7,822)</b>	<b>5.36%</b>
New Bond Issues & Short Term Commercial Paper Program	90,101	81,187	(8,914)	-9.89%
Grants	14,000	11,290	(2,710)	-19.36%
Less Restricted Construction Funds	31,465	39,178	7,713	24.51%
Transfer from (to) Water Supply Reserve	(15,000)	(10,000)	5,000	-33.33%
<b>BALANCE</b>	<b>(25,277)</b>	<b>(32,011)</b>	<b>(6,733)</b>	<b>26.64%</b>
<b>Debt Service Coverage</b>	<b>2.33</b>	<b>2.31</b>		

**EL PASO WATER UTILITIES - PUBLIC SERVICE BOARD**  
**A COMPONENT UNIT OF THE CITY OF EL PASO**  
**WATER AND WASTEWATER UTILITY FUND**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**BUDGET TO ACTUAL\***

\*THIS IS AN UNOFFICIAL, UNAUDITED STATEMENT USING DATA FROM EPWU-PSB'S COMPREHENSIVE  
ANNUAL FINANCIAL REPORT AND PREPARED STRICTLY FOR USE IN THIS BUDGET BOOK

	<u>Year End February 29, 2020</u>		<u>Year End February 28, 2021</u>		<u>FY 2021-2022</u>
	Budget	Actual	Budget	Projected	Budget
<b>BILLED WATER (billions of gallons, retail + wholesale)</b>	<b>34.50</b>	<b>34.32</b>	<b>34.50</b>	<b>34.10</b>	<b>34.50</b>
<b>OPERATING REVENUES</b>					
Water service	\$ 127,188,000	\$ 123,997,224	\$ 130,844,000	\$ 137,471,000	\$ 135,442,000
Water supply replacement charge	30,843,000	30,489,523	32,504,000	32,395,000	33,539,000
Reclaimed water service	4,557,000	4,264,689	4,926,000	5,490,000	5,819,000
Fire protection	1,177,000	1,255,369	1,298,000	1,313,000	1,339,000
Service charges, misc. fees	2,900,000	2,821,869	2,900,000	987,000	2,100,000
Wastewater service	90,272,000	89,206,924	94,801,000	94,061,000	96,441,000
Pretreatment surcharges	565,000	814,751	548,000	951,000	612,000
Misc. operating revenues	2,881,000	4,111,534	2,700,000	3,049,000	2,800,000
Farm Revenues	2,140,000	1,725,277	1,674,000	1,842,000	1,813,000
Franchise Fee Collected City of El Paso	3,550,000	3,469,911	6,550,000	6,550,000	6,550,000
Interest revenue on operating funds	600,000	693,912	600,000	444,000	500,000
<b>TOTAL OPERATING REVENUES</b>	<b>266,674,000</b>	<b>262,850,983</b>	<b>279,345,000</b>	<b>284,554,000</b>	<b>286,955,000</b>
<b>OPERATING EXPENSES</b>					
Operations and maintenance - water and reclaimed water	48,828,500	46,672,992	54,865,900	51,025,000	57,199,900
Operations and maintenance - wastewater	27,085,500	24,505,787	28,399,100	26,411,000	30,008,600
General and administrative	26,534,000	24,487,682	28,490,000	26,511,000	28,978,500
Farm Expenditures	1,043,000	746,289	700,000	650,000	650,000
Depreciation	64,000,000	68,428,204	66,000,000	66,000,000	68,000,000
Other operating expenses	2,000,000	1,740,633	2,000,000	2,000,000	2,000,000
Other Post-Employment Benefits expense	1,000,000	2,187,414	-	1,700,000	-
Pension expense	-	9,215,739	-	5,000,000	-
Franchise Fee Remitted City of El Paso	3,550,000	3,469,911	6,550,000	6,550,000	6,550,000
Payment to City of El Paso per bond covenants	16,709,000	15,442,395	17,277,000	17,217,000	18,190,000
<b>TOTAL OPERATING EXPENSES</b>	<b>190,750,000</b>	<b>196,897,046</b>	<b>204,282,000</b>	<b>203,064,000</b>	<b>211,577,000</b>
<b>OPERATING INCOME</b>	<b>75,924,000</b>	<b>65,953,937</b>	<b>75,063,000</b>	<b>81,490,000</b>	<b>75,378,000</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>					
Interest income	2,400,000	3,719,038	2,000,000	1,862,000	2,000,000
Gain on sale of assets	15,150,000	18,013,796	15,450,000	11,840,000	10,450,000
Other nonoperating	-	(897,869)	-	(1,100,000)	-
Interest on bonds and commercial paper	(28,000,000)	(22,678,112)	(28,000,000)	(28,000,000)	(28,000,000)
Impact Fees	2,200,000	2,362,513	2,200,000	2,266,000	2,270,000
Annexation fees	1,300,000	1,260,054	1,600,000	925,000	950,000
Tap fees and other customer construction related contributions	2,050,000	3,219,159	2,500,000	3,247,000	3,300,000
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>(4,900,000)</b>	<b>4,998,579</b>	<b>(4,250,000)</b>	<b>(8,960,000)</b>	<b>(9,030,000)</b>
<b>INCOME BEFORE CONTRIBUTIONS</b>	<b>71,024,000</b>	<b>70,952,516</b>	<b>70,813,000</b>	<b>72,530,000</b>	<b>66,348,000</b>
<b>CAPITAL CONTRIBUTIONS</b>	<b>8,000,000</b>	<b>14,362,088</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>8,000,000</b>
<b>INCREASE IN NET POSITION</b>	<b>79,024,000</b>	<b>85,314,604</b>	<b>78,813,000</b>	<b>80,530,000</b>	<b>74,348,000</b>
<b>TOTAL NET POSITION - BEGINNING</b>	<b>971,769,560</b>	<b>971,769,560</b>	<b>1,057,084,164</b>	<b>1,057,084,164</b>	<b>1,135,897,164</b>
<b>TOTAL NET POSITION- ENDING</b>	<b>\$ 1,050,793,560</b>	<b>\$ 1,057,084,164</b>	<b>\$ 1,135,897,164</b>	<b>\$ 1,137,614,164</b>	<b>\$ 1,210,245,164</b>
<b>DEBT SERVICE COVERAGE</b>	<b>2.26</b>	<b>2.21</b>	<b>2.33</b>	<b>2.57</b>	<b>2.31</b>

\* This statement has been revised to reflect the new GASB 34 reporting requirements.

<b>El Paso Water Utilities / Public Service Board Water and Wastewater Fiscal Year 2021-22 Annual Budget (in \$1,000's)</b>	<b>Approved FY 2021-22</b>
<b>Total Operating and Capital Budget</b>	<b>\$459,592</b>
<b>OPERATING REVENUES</b>	
Water Service	135,442
Water Supply & Replacement	33,539
Reclaimed Water Sales	5,819
Fire Protection	1,339
Service Charges, Misc. Fees	2,100
<b>TOTAL WATER REVENUES</b>	<b>178,239</b>
<b>RATE INCREASE - Water</b>	<b>2.0%</b>
<b>RATE INCREASE - Reuse</b>	<b>6.0%</b>
Wastewater Service	96,441
Pretreatment Surcharges	612
<b>TOTAL WASTEWATER REVENUES</b>	<b>97,053</b>
<b>RATE INCREASE - Wastewater</b>	<b>2.0%</b>
Other Revenue	2,800
Farm Lease Revenues	1,813
Franchise Fee	6,550
Interest Revenue on Operating Funds	500
<b>TOTAL OPERATING REVENUES</b>	<b>286,956</b>
<b>LESS OPERATING EXPENSES</b>	
Operations & Maintenance	116,187
Farm Lease Expenditures	650
Franchise Fee	6,550
<b>TOTAL OPERATING EXPENSES</b>	<b>123,387</b>
<b>NET OPERATING REVENUES AVAILABLE</b>	<b>163,569</b>
Sale of Assets	450
Interest Revenue on Restricted Funds	2,000
<b>REVENUE AVAILABLE FOR DEBT SERVICE</b>	<b>166,019</b>
Existing Debt Service - P & I - Bonds	69,126
Commercial Paper Annual Financing	330
New Debt Service - P & I - Bonds	2,740
Annual Contributions to Reserve Fund	1,416
Payment to City - Per Bond Covenant	17,680
<b>REVENUE AVAILABLE FOR CAPITAL IMPROVEMENTS</b>	<b>74,726</b>
<b>PLUS RESTRICTED NON-OPERATING REVENUES</b>	
Land Sales	10,000
Impact Fees	2,270
Annexation Fees	950
Contribution of New Customers	3,300
<b>TOTAL NON-OPERATING REVENUES</b>	<b>16,520</b>
<b>TOTAL REVENUE AVAILABLE FOR CAPITAL IMPROVEMENTS</b>	<b>91,246</b>
<b>CAPITAL EXPENDITURES</b>	
Capital Projects - Water	135,971
Capital Projects - Wastewater	100,559
Capital Projects - Reuse	969
Capital Equipment	4,508
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>242,007</b>
Contingencies	2,905
<b>(DEFICIENCY) TO BE FUNDED BY DEBT, GRANTS OR CONSTRUCTION FUNDS</b>	<b>(153,666)</b>
Less New Bond Issues & Commercial Paper	81,187
Less Grants	11,290
Less Restricted Construction Funds	39,178
Less Transfer to Water Supply Reserve	(10,000)
<b>Increase /(Decrease) In Fund Balance</b>	<b>(32,011)</b>
<b>Debt Service Coverage - Target 1.5x</b>	<b>2.31</b>
<b>Percent Increase In Utility Bill</b>	<b>2.0%</b>



**EL PASO WATER/PUBLIC SERVICE BOARD**  
**WATER AND WASTEWATER OPERATING BUDGET BY OBJECT**

EXPENDITURE	2019-20			2020-21			2021-2022		
	Approved Budget	Actual	%	Approved Budget	6 months YTD	%	Approved Budget	Increase (Decrease)	%
<b><u>GENERAL OPERATING</u></b>									
<b>PERSONNEL SERVICES</b>	\$48,700,800	\$45,506,994	93.4%	\$50,591,200	\$21,249,426	42.0%	\$51,638,000	\$1,046,800	2.07%
<b>MATERIALS &amp; SUPPLIES</b>	10,332,340	13,677,397	132.4%	16,730,260	9,042,500	54.0%	13,212,800	(3,517,460)	-21.02%
<b>MAINTENANCE</b>	19,850,735	20,919,977	105.4%	21,742,850	10,678,320	49.1%	23,643,800	1,900,950	8.74%
<b>UTILITIES</b>	16,434,460	13,757,652	83.7%	14,569,100	6,819,594	46.8%	17,564,600	2,995,500	20.56%
<b>OTHER*</b>	17,722,665	17,242,682	97.3%	19,304,590	7,029,854	36.4%	21,846,800	2,542,210	13.17%
<b>GROSS O &amp; M BUDGET</b>	113,041,000	111,104,701	98.3%	122,938,000	54,819,694	44.6%	127,906,000	4,968,000	4.04%
Less: Capital Salaries	(4,574,000)	(5,459,478)	119.4%	(4,856,000)	(2,399,578)	49.4%	(5,064,000)	(208,000)	4.28%
Capital Credits	(4,485,000)	(5,967,341)	133.1%	(4,829,000)	(3,000,524)	62.1%	(4,977,000)	(148,000)	3.06%
Stormwater Indirect Cost Allocation	(1,534,000)	(1,534,000)	100.0%	(1,498,000)	(749,000)	50.0%	(1,678,000)	(180,000)	12.02%
<b>NET OPERATING BUDGET</b>	<b>\$102,448,000</b>	<b>\$98,143,882</b>	<b>95.8%</b>	<b>\$111,755,000</b>	<b>\$48,670,592</b>	<b>43.6%</b>	<b>\$116,187,000</b>	<b>\$4,432,000</b>	<b>3.97%</b>
<b><u>CLEARING ACCOUNTS</u></b>									
<b>PERSONNEL SERVICES</b>	\$5,006,800	\$5,091,574	101.7%	\$5,220,800	\$2,256,764	43.2%	\$5,487,800	\$267,000	5.11%
<b>MATERIALS AND SUPPLIES</b>	1,109,500	1,330,001	119.9%	1,315,800	457,964	34.8%	1,314,600	(1,200)	-0.09%
<b>MAINTENANCE</b>	453,300	515,534	113.7%	503,305	302,082	60.0%	577,600	74,295	14.76%
<b>UTILITIES</b>	400,200	339,687	84.9%	390,880	145,635	37.3%	371,500	(19,380)	-4.96%
<b>OTHER*</b>	1,541,200	1,410,967	91.5%	1,491,215	623,330	41.8%	1,333,500	(157,715)	-10.58%
<b>TOTAL CLEARING ACCOUNTS</b>	<b>\$8,511,000</b>	<b>\$8,687,762</b>	<b>102.1%</b>	<b>\$8,922,000</b>	<b>\$3,785,774</b>	<b>42.4%</b>	<b>\$9,085,000</b>	<b>\$163,000</b>	<b>1.83%</b>

\*Other expenditures are those which don't fit the other 4 categories. These include, among others, professional services, employee training, prepaid insurance, sludge hauling, water conservation expenses, fees to financial institutions, and postage.

**EL PASO WATER/PUBLIC SERVICE BOARD**  
**SUMMARY OF OPERATING BUDGET APPROPRIATIONS**  
**BY PROGRAM BY ORGANIZATIONAL UNIT**  
**FISCAL YEAR 2021-2022**

		FY 2019-20			FY 2020-21			2021-2022		
Section	Division	Approved Budget	Actual	%	Approved Budget	6 months YTD	%	Approved Budget	Increase (Decrease)	%
<b><u>ADMINISTRATION</u></b>										
100	Public Service Board	421,000	443,053	105.2%	454,000	58,531	12.9%	462,000	8,000	1.76%
105	Executive Services	1,470,000	1,474,971	100.3%	1,833,000	778,400	42.5%	1,840,000	7,000	0.38%
110	Legal Services	1,245,000	1,687,450	135.5%	1,268,000	516,007	40.7%	1,353,000	85,000	6.70%
115	Communications & Government Affairs	1,911,000	1,836,534	96.1%	2,136,000	838,517	39.3%	1,827,000	(309,000)	-14.47%
120	Human Resources & Risk Management	1,339,000	1,118,383	83.5%	1,383,000	498,251	36.0%	1,386,000	3,000	0.22%
130	Water Resources Management	510,000	519,481	101.9%	602,000	314,382	52.2%	605,000	3,000	0.50%
140	Land Management	1,438,000	1,034,930	72.0%	1,327,000	481,090	36.3%	1,435,000	108,000	8.14%
150	Tech20 Learning Center	1,071,000	1,046,652	97.7%	1,452,000	356,810	24.6%	1,032,000	(420,000)	-28.93%
<b>TOTAL DIVISION</b>		<b>9,405,000</b>	<b>9,161,454</b>	<b>97.4%</b>	<b>10,455,000</b>	<b>3,841,987</b>	<b>36.7%</b>	<b>9,940,000</b>	<b>(515,000)</b>	<b>-4.93%</b>
<b><u>TECHNICAL SERVICES</u></b>										
310	Technical Services	1,043,000	1,087,345	104.3%	1,079,000	488,089	45.2%	971,000	(108,000)	-10.01%
315	Water/Wastewater Design	1,255,000	952,395	75.9%	1,265,000	451,577	35.7%	1,203,000	(62,000)	-4.90%
320	Planning and Development	2,859,000	2,379,199	83.2%	2,928,000	1,135,491	38.8%	2,956,000	28,000	0.96%
325	Engineering Project Management	976,000	896,880	91.9%	1,272,000	506,281	39.8%	1,420,000	148,000	11.64%
335	Construction Project Management	689,000	555,206	0.0%	952,000	355,605	0.0%	794,000	(158,000)	-16.60%
<b>TOTAL DIVISION</b>		<b>6,822,000</b>	<b>5,871,025</b>	<b>86.1%</b>	<b>7,496,000</b>	<b>2,937,043</b>	<b>39.2%</b>	<b>7,344,000</b>	<b>(152,000)</b>	<b>-2.03%</b>
<b><u>OPERATIONS (WATER DIVISION)</u></b>										
410	Water Division Office	1,250,000	1,103,310	88.3%	1,205,000	273,310	22.7%	1,297,000	92,000	7.63%
420	Water Production	14,676,000	12,625,736	86.0%	12,826,000	5,386,770	42.0%	17,321,000	4,495,000	35.05%
430	Canal Street Water Treatment Plant	3,256,000	3,756,648	115.4%	5,026,000	2,046,125	40.7%	3,563,000	(1,463,000)	-29.11%
440	Water Distribution	14,111,000	14,818,370	105.0%	14,840,000	6,648,227	44.8%	16,023,000	1,183,000	7.97%
450	Jonathan Rogers Water Treatment Plant	4,644,000	9,342,770	201.2%	11,774,000	7,808,925	66.3%	7,857,000	(3,917,000)	-33.27%
470	Upper Valley Water Treatment Plant	1,802,000	1,656,681	91.9%	1,658,000	731,126	44.1%	1,884,000	226,000	13.63%
480	Kay Bailey Hutchison Desalination Plant	4,615,000	2,833,518	61.4%	2,934,000	1,461,237	49.8%	4,850,000	1,916,000	65.30%
<b>TOTAL DIVISION</b>		<b>44,354,000</b>	<b>46,137,034</b>	<b>104.0%</b>	<b>50,263,000</b>	<b>24,355,720</b>	<b>48.5%</b>	<b>52,795,000</b>	<b>2,532,000</b>	<b>5.04%</b>
<b><u>OPERATIONS (OPERATIONS SUPPORT)</u></b>										
510	Operations Management	1,158,000	1,015,950	87.7%	1,456,000	611,092	42.0%	1,769,000	313,000	21.50%
520	Environmental Compliance	1,284,000	1,146,600	89.3%	1,252,000	519,166	41.5%	1,555,000	303,000	24.20%
525	Laboratory Services	3,446,000	3,468,720	100.7%	3,697,000	1,502,248	40.6%	3,644,000	(53,000)	-1.43%
540	Reclaimed Water System	550,000	333,920	60.7%	505,000	176,576	35.0%	426,000	(79,000)	-15.64%
560	Biosolids Management	1,821,000	2,241,515	123.1%	2,381,000	753,228	31.6%	2,301,000	(80,000)	-3.36%
580	Utility Equipment Maintenance	442,000	417,015	0.0%	593,000	183,646	0.0%	548,000	(45,000)	-7.59%
<b>TOTAL DIVISION</b>		<b>8,701,000</b>	<b>8,623,720</b>	<b>99.1%</b>	<b>9,884,000</b>	<b>3,745,957</b>	<b>37.9%</b>	<b>10,243,000</b>	<b>359,000</b>	<b>3.63%</b>
<b><u>OPERATIONS (WASTEWATER DIVISION)</u></b>										
610	Wastewater Division Office	969,000	871,448	89.9%	1,031,000	419,435	40.7%	1,648,000	617,000	59.84%
620	Wastewater Lift Stations	2,730,000	2,354,890	86.3%	2,723,000	1,245,294	45.7%	2,771,000	48,000	1.76%
630	Collection System Maintenance	2,111,000	2,016,475	95.5%	2,125,000	1,049,826	49.4%	2,170,000	45,000	2.12%
640	John T. Hickerson Water Reclamation Facility	3,194,000	2,966,381	92.9%	3,331,000	1,334,219	40.1%	3,246,000	(85,000)	-2.55%
650	Haskell Street Wastewater Treatment Plant	4,508,000	4,324,926	95.9%	4,513,000	2,118,624	46.9%	4,998,000	485,000	10.75%
670	Roberto Bustamante WW Treatment Plant	4,831,000	4,599,508	95.2%	4,960,000	2,172,736	43.8%	5,096,000	136,000	2.74%
680	Fred Hervey Water Reclamation Plant	3,900,000	3,939,053	101.0%	4,012,000	1,776,671	44.3%	4,129,000	117,000	2.92%
690	Wastewater System Repair & Construction	2,429,000	2,135,394	87.9%	2,608,000	1,546,729	59.3%	2,930,000	322,000	12.35%
<b>TOTAL DIVISION</b>		<b>24,672,000</b>	<b>23,208,076</b>	<b>94.1%</b>	<b>25,303,000</b>	<b>11,663,535</b>	<b>46.1%</b>	<b>26,988,000</b>	<b>1,685,000</b>	<b>6.66%</b>
<b><u>FINANCIAL &amp; SUPPORT SERVICES</u></b>										
710	Finance	916,000	921,578	100.6%	949,000	473,436	49.9%	1,093,000	144,000	15.17%
715	Property & Treasury Management	962,000	945,008	98.2%	955,000	354,837	37.2%	1,102,000	147,000	15.39%
720	Customer Service	7,601,000	6,722,023	88.4%	7,299,000	2,983,627	40.9%	7,462,000	163,000	2.23%
740	Accounting	831,000	832,518	100.2%	831,000	403,091	48.5%	870,000	39,000	4.69%
750	Purchasing & Contract Management	821,000	723,120	88.1%	877,000	368,843	42.1%	876,000	(1,000)	-0.11%
<b>TOTAL DIVISION</b>		<b>11,131,000</b>	<b>10,144,247</b>	<b>91.1%</b>	<b>10,911,000</b>	<b>4,583,834</b>	<b>42.0%</b>	<b>11,403,000</b>	<b>492,000</b>	<b>4.51%</b>
<b><u>INFORMATION TECHNOLOGY</u></b>										
810	Information Technology	5,366,000	5,561,921	103.7%	6,156,000	2,558,424	41.6%	6,744,000	588,000	9.55%
825	Instrumentation and Control	2,590,000	2,397,224	92.6%	2,470,000	1,133,194	45.9%	2,449,000	(21,000)	-0.85%
<b>TOTAL DIVISION</b>		<b>7,956,000</b>	<b>7,959,145</b>	<b>100.0%</b>	<b>8,626,000</b>	<b>3,691,618</b>	<b>42.8%</b>	<b>9,193,000</b>	<b>567,000</b>	<b>6.57%</b>
<b><u>GROSS O &amp; M BUDGET</u></b>										
Less: Capital Salaries		(4,574,000)	(5,459,478)	119.4%	(4,856,000)	(2,399,578)	49.4%	(5,064,000)	(208,000)	4.28%
Less: Capital Credits		(4,485,000)	(5,967,341)	133.1%	(4,829,000)	(3,000,524)	62.1%	(4,977,000)	(148,000)	3.06%
Less: Stormwater Indirect Cost Allocation		(1,534,000)	(1,534,000)	100.0%	(1,498,000)	(749,000)	50.0%	(1,678,000)	(180,000)	12.02%
<b>NET OPERATING BUDGET EPWU</b>		<b>102,448,000</b>	<b>98,143,882</b>	<b>95.8%</b>	<b>111,755,000</b>	<b>48,670,592</b>	<b>43.6%</b>	<b>116,187,000</b>	<b>4,432,000</b>	<b>3.97%</b>
<b><u>CLEARING ACCOUNTS</u></b>										
912	Meter Repair & Testing	724,000	704,194	97.3%	713,000	291,680	40.9%	719,000	6,000	0.84%
914	Warehouse	564,000	424,976	75.4%	538,000	207,835	38.6%	506,000	(32,000)	-5.95%
915	Fleet Maintenance	2,527,000	2,828,778	111.9%	2,755,000	1,145,276	41.6%	2,871,000	116,000	4.21%
916	Heavy Equipment Operations	3,134,000	3,370,875	107.6%	3,105,000	1,494,055	48.1%	3,185,000	80,000	2.58%
917	Facilities Maintenance	1,562,000	1,358,940	87.0%	1,811,000	646,928	35.7%	1,804,000	(7,000)	-0.39%
<b>TOTAL CLEARING ACCOUNTS</b>		<b>8,511,000</b>	<b>8,687,762</b>	<b>102.1%</b>	<b>8,922,000</b>	<b>3,785,774</b>	<b>42.4%</b>	<b>9,085,000</b>	<b>163,000</b>	<b>1.83%</b>
<b><u>STORMWATER UTILITY</u></b>										
210	Stormwater Management	4,503,000	4,484,522	99.6%	6,078,000	2,555,774	42.0%	6,094,000	16,000	0.26%
220	Technical Services	886,000	847,593	0.0%	1,063,000	417,543	39.3%	1,039,000	(24,000)	-2.26%
<b>TOTAL STORMWATER UTILITY</b>		<b>5,389,000</b>	<b>5,332,115</b>	<b>98.9%</b>	<b>7,141,000</b>	<b>2,973,317</b>	<b>41.6%</b>	<b>7,133,000</b>	<b>(8,000)</b>	<b>-0.11%</b>
Less: Capital Salaries		0	0	0.0%	(1,202,000)	(605,169)	0.0%	(1,194,000)	8,000	0.00%
Plus: Indirect Cost Allocation		1,534,000	1,534,000	100.0%	1,498,000	749,000	50.0%	1,678,000	180,000	12.02%
<b>NET OPERATING BUDGET STORM</b>		<b>6,923,000</b>	<b>6,866,115</b>	<b>99.2%</b>	<b>7,437,000</b>	<b>3,117,148</b>	<b>41.9%</b>	<b>7,617,000</b>	<b>180,000</b>	<b>2.42%</b>
<b>EPWU AND STORMWATER</b>		<b>109,371,000</b>	<b>105,009,997</b>	<b>96.0%</b>	<b>119,192,000</b>	<b>51,787,740</b>	<b>43.4%</b>	<b>123,804,000</b>	<b>4,612,000</b>	<b>3.87%</b>

**EL PASO WATER  
SUMMARY, FY 2021-2022  
STAFFING BY DIVISION AND SECTION**

TABLE OF CONTENT

		2017-18	2018-19	2019-20	2020-21	2021-22
<b>Administration</b>	<b>Division/Section</b>					
	Executive Services	6	7	7	9	8
	Legal Services	5	5	5	5	7
	Communications & Government Affairs	10	9	10	10	10
	Human Resources	13	14	14	14	14
	Water Resources Management	5	5	5	5	5
	Land Management	9	10	10	10	10
	Tech <sub>2</sub> O Learning Center	10	10	8	8	8
	<b>Total Division</b>	<b>58</b>	<b>60</b>	<b>59</b>	<b>61</b>	<b>62</b>
<b>Technical Services</b>	Technical Services	5	6	6	6	6
	Water/Wastewater Design	15	15	15	15	15
	Planning and Development	34	37	38	39	40
	Engineering Project Management	9	9	11	11	12
	Construction Project Management	5	6	6	8	7
	<b>Total Division</b>	<b>68</b>	<b>73</b>	<b>76</b>	<b>79</b>	<b>80</b>
<b>Financial &amp; Support Services</b>	Finance	4	5	4	4	4
	Property & Treasury Management	14	14	14	14	12
	Customer Service	106	109	111	112	115
	Accounting	13	13	13	13	14
	Purchasing & Contract Administration	10	11	11	11	11
	Meter Repair Shop	13	13	14	14	14
	Warehouse	9	9	9	9	8
	<b>Total Division</b>	<b>169</b>	<b>174</b>	<b>176</b>	<b>177</b>	<b>178</b>
<b>Information Technology</b>	Information Technology	33	39	43	47	49
	Instrumentation and Control	29	30	30	30	32
	<b>Total Division</b>	<b>62</b>	<b>69</b>	<b>73</b>	<b>77</b>	<b>81</b>
<b>Operations (Water System)</b>	Water Division Office	3	2	3	3	3
	Well Production	44	45	45	46	47
	Canal Water Treatment Plant	20	21	21	21	21
	Water Distribution	105	106	109	109	109
	Jonathan Rogers Water Treatment Plant	18	18	18	18	18
	Upper Valley Water Treatment Plant	15	13	13	13	13
	Kay Bailey Hutchison Desalination Plant	14	13	13	13	13
	<b>Total Division</b>	<b>219</b>	<b>218</b>	<b>222</b>	<b>223</b>	<b>224</b>
<b>Operations (Wastewater System)</b>	Wastewater Division Office	6	5	7	7	7
	Wastewater Lift Stations	18	18	18	18	18
	Wastewater Collection System Maintenance	33	33	33	33	33
	John T. Hickerson Water Reclamation Facility	17	18	18	20	20
	Haskell R. Street Wastewater Treatment Plant	30	29	29	29	29
	Roberto Bustamante Wastewater Treatment Plant	30	29	29	29	29
	Fred Hervey Water Reclamation Plant	28	27	27	27	26
	Wastewater System Repair & Construction	20	20	20	23	24
	<b>Total Division</b>	<b>182</b>	<b>179</b>	<b>181</b>	<b>186</b>	<b>186</b>
<b>Operations (Operations Support)</b>	Operations Management	5	7	7	8	8
	Environmental Compliance/Industrial Pretreatment	10	16	18	18	10
	Laboratory Services	31	31	31	32	32
	Code Compliance	0	0	0	0	8
	Reclaimed Water System	0.75	0.75	0.75	0.75	0.75
	Biosolids Management	0.25	0.25	0.25	0.25	0.25
	Plant Equipment Maintenance	0	7	7	8	8
	<b>Total Division</b>	<b>47</b>	<b>62</b>	<b>64</b>	<b>67</b>	<b>67</b>
<b>Operations (Equipment &amp; Facilities Maintenance)</b>	Fleet Maintenance	23.33	22.25	22.25	22.00	23.34
	Heavy Equipment Operations	42.33	42.25	48.25	48.00	49.33
	Facilities Maintenance	19.33	20.25	20.25	28.00	29.33
	<b>Total Division</b>	<b>85</b>	<b>84.75</b>	<b>90.75</b>	<b>98.00</b>	<b>102.00</b>
<b>TOTAL BUDGETED POSITIONS</b>		<b>890</b>	<b>919.75</b>	<b>941.75</b>	<b>968.00</b>	<b>980.00</b>
<b>TOTAL ACTUAL POSITIONS</b>		<b>777</b>	<b>790</b>	<b>807</b>	<b>868</b>	

Water, Reuse & Wastewater Funds	Adopted Budget	Projected Budget	Approved Budget	Projected	Projected	Projected	Projected
	FY 2020-21	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
<b>Total Operating and Capital Budget</b>	<b>\$448,938</b>	<b>\$405,676</b>	<b>\$459,592</b>	<b>\$506,459</b>	<b>\$606,495</b>	<b>\$597,268</b>	<b>\$509,144</b>
<b>Operating Revenues</b>							
Water Service	130,844	137,471	135,442	143,977	153,055	162,712	172,986
Water Supply Replacement	32,504	32,395	33,539	36,084	38,823	41,770	44,940
Fire Protection	1,298	1,313	1,339	1,420	1,505	1,595	1,691
Reclaimed Water Sales	4,926	5,490	5,819	6,169	6,539	6,931	7,347
<b>Total Water/Reuse Revenues</b>	<b>169,572</b>	<b>176,669</b>	<b>176,139</b>	<b>187,649</b>	<b>199,921</b>	<b>213,008</b>	<b>226,964</b>
<b>Rate Increase - Water</b>	<b>5.0%</b>	<b>5.0%</b>	<b>2.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>
<b>Rate Increase - Reuse</b>	<b>9.0%</b>	<b>9.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>
Wastewater Service	94,801	94,061	96,441	105,056	114,511	124,818	136,051
Pretreatment Surcharges	548	951	612	317	277	288	307
<b>Total Wastewater Revenues</b>	<b>95,349</b>	<b>95,012</b>	<b>97,053</b>	<b>105,373</b>	<b>114,789</b>	<b>125,105</b>	<b>136,358</b>
<b>Rate Increase - Wastewater</b>	<b>5.0%</b>	<b>5.0%</b>	<b>2.0%</b>	<b>9.0%</b>	<b>9.0%</b>	<b>9.0%</b>	<b>9.0%</b>
<b>Misc. Operating Revenues</b>							
Farm Lease Revenues	1,674	1,842	1,813	1,644	1,506	1,392	1,414
Service Charges, Misc. Fees	5,600	4,036	4,900	4,900	4,900	4,900	4,900
City Franchise Fee Revenue - Water Only	6,550	6,550	6,550	6,550	6,550	6,550	6,550
Interest Earnings	600	444	500	500	500	500	500
<b>Total Operating Revenues</b>	<b>279,345</b>	<b>284,553</b>	<b>286,956</b>	<b>306,616</b>	<b>328,166</b>	<b>351,455</b>	<b>376,686</b>
<b>Less Operating Expenses</b>							
O&M Expenses	111,755	103,947	116,187	116,721	117,888	119,067	120,257
City Franchise Fee - Water Only	6,550	6,550	6,550	6,550	6,550	6,550	6,550
<b>Total Operating Expenses</b>	<b>118,305</b>	<b>110,497</b>	<b>122,737</b>	<b>123,271</b>	<b>124,438</b>	<b>125,617</b>	<b>126,807</b>
Farm Lease Expenses	700	650	650	600	550	550	550
<b>Operating Revenues Available</b>	<b>160,339</b>	<b>173,407</b>	<b>163,569</b>	<b>182,746</b>	<b>203,178</b>	<b>225,288</b>	<b>249,329</b>
Sale of Assets	450	105	450	450	450	450	450
Interest Revenue on Restricted Funds	2,000	1,862	2,000	2,000	2,000	2,000	2,000
<b>Revenues Available for Debt Service</b>	<b>162,789</b>	<b>175,374</b>	<b>166,019</b>	<b>185,196</b>	<b>205,628</b>	<b>227,738</b>	<b>251,779</b>
Existing Debt Service - P & I - Bonds	68,523	68,323	69,126	69,029	68,976	68,029	67,990
Commercial Paper Annual Interest & Issuance Costs	866	320	330	1,366	2,190	2,853	1,455
New Debt Service - P & I - Bonds	1,376	0	2,740	9,951	23,704	39,851	54,046
Annual Contributions to Reserve Fund	1,474	1,354	1,416	1,633	2,786	3,238	3,023
Payment to City - Water Only	17,277	17,217	17,680	18,823	19,792	20,941	22,477
<b>Rev. Avail. For Capital Improvements</b>	<b>73,273</b>	<b>88,160</b>	<b>74,726</b>	<b>84,394</b>	<b>88,180</b>	<b>92,826</b>	<b>102,788</b>
<b>Plus Misc. Non-Operating Revenues</b>							
Impact Fees	2,200	2,266	2,270	2,000	2,000	2,000	2,000
Contribution of New Customers	2,500	3,247	3,300	3,300	3,300	3,300	3,300
Land Sales	15,000	11,735	10,000	10,000	5,000	2,000	5,000
Annexation Fees	1,600	925	950	880	800	750	700
<b>Total Non-Operating Revenues</b>	<b>21,300</b>	<b>18,173</b>	<b>16,520</b>	<b>16,180</b>	<b>11,100</b>	<b>8,050</b>	<b>11,000</b>
<b>Total Rev. Avail. For Capital Rehab/Impr.</b>	<b>94,573</b>	<b>106,333</b>	<b>91,246</b>	<b>100,574</b>	<b>99,280</b>	<b>100,876</b>	<b>113,788</b>
<b>Capital Expenses</b>							
Capital Projects	232,666	202,415	237,499	274,868	357,112	329,213	225,789
Capital Equipment	4,958	4,900	4,508	4,000	4,000	4,000	4,000
<b>Total Capital Expenses</b>	<b>237,624</b>	<b>207,315</b>	<b>242,007</b>	<b>278,868</b>	<b>361,112</b>	<b>333,213</b>	<b>229,789</b>
Contingencies	2,794	0	2,905	2,918	2,947	2,977	3,006
<b>(Deficiency) To Be Funded By Debt, Grants Or Construction Funds</b>	<b>(145,843)</b>	<b>(100,982)</b>	<b>(153,666)</b>	<b>(181,212)</b>	<b>(264,779)</b>	<b>(235,314)</b>	<b>(119,008)</b>
New Bond Issues & Commercial Paper	90,101	71,200	81,187	190,700	269,000	236,900	124,000
Grants	14,000	10,004	11,290	1,000	900	900	900
Construction Fund	31,465	50,000	39,178	0	0	0	0
Transfer to / from Reuse Fund to Water Fund	0	0	0	0	0	0	0
Transfer from / (to) Restricted Funds	0	0	0	0	0	0	0
Transfers from / (to) Water Supply Reserve	(15,000)	(11,735)	(10,000)	(10,000)	(5,000)	(2,000)	(5,000)
<b>Increase / Decrease In Fund Balance</b>	<b>(25,277)</b>	<b>18,487</b>	<b>(32,011)</b>	<b>488</b>	<b>121</b>	<b>486</b>	<b>892</b>
<b>Debt Service Coverage Results - Target 2.00</b>	<b>2.33</b>	<b>2.57</b>	<b>2.31</b>	<b>2.34</b>	<b>2.22</b>	<b>2.11</b>	<b>2.06</b>

Note: This financial plan is not approved by the Public Service Board, but is used as a guide for financial purposes

## **FIVE-YEAR FINANCIAL PLAN**

A five-year financial plan is prepared that incorporates best estimates of operating, debt service and capital expenditures over the near-term and projected revenue sources and future revenue requirements. This plan is a guide for management and the Public Service Board to assess and review as it addresses current budget proposals and in considering Utility water, wastewater and reclaimed water initiatives and the short and long-term impact such initiatives will have on the financial condition of the Utility.

### **Increases in Operating Expenses and Capital Improvement Plan (CIP) Expenditures**

The five-year plan includes Operations and Maintenance (O&M) expenses for new infrastructure being placed into service. For fiscal year 2021-2022 there was an increase of \$4.4 million made to the O&M budget mainly due to increases of \$1.7 million in maintenance expense, \$3.0 million in utilities of \$788,000 in personnel costs due to salary adjustments and an addition of 16 new positions and offset by a decrease in water purchased for resale of \$4.0 million. CIP Expenditures of \$237.5 million in FY 2021-2022 increased by \$4.8 million over the previous year.

### **Alternative Revenue Sources**

The five-year plan includes several assumptions regarding additional revenue sources. The FY 2021-2022 CIP budget includes new funding of \$165.9 million including \$81.2 million of Commercial Paper for interim financing of water and wastewater projects. In addition, all net proceeds from land sales will be deposited in a restricted reserve fund for future water supply projects including the Kay Bailey Hutchison Desalination Plant expansion, direct potable water projects and the importation of water from areas outside El Paso County. The anticipated sale of land currently owned by the Utility will be a source of revenue for years to come. For FY 2021-2022, \$10 million in land sales are budgeted, with \$10 million projected in the following year. The City of El Paso adopted water and wastewater impact fees in May 2009, we anticipate collecting \$2.3 million in impact fees in FY 2021-2022 and an additional \$8 million in the following four years.

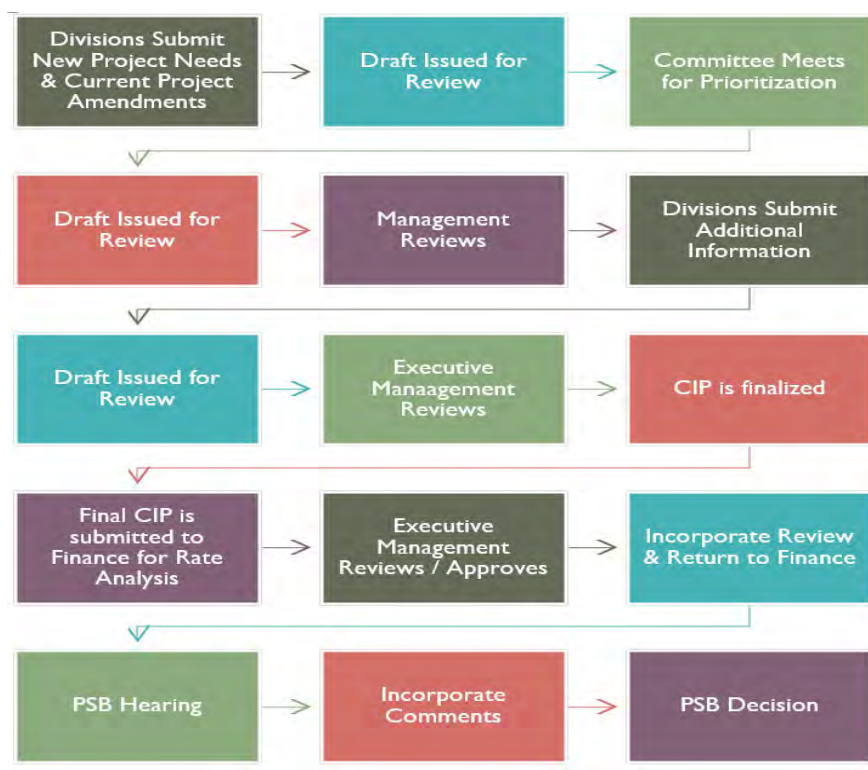
# CAPITAL IMPROVEMENTS

## CAPITAL IMPROVEMENTS BUDGET SCHEDULE AND PROCESS

The following is a typical schedule for the development of a CIP budget:

- ❑ March 1 – fiscal year begins
- ❑ June to September – strategic planning updates to the 10 year capital plan
- ❑ May to September – peak consumption months for EPWater customer demand
- ❑ September – six month operating results distributed to each section manager so sections can begin planning for the upcoming fiscal year beginning next March
- ❑ October – surface water production ends (mid-month) and water treatment plants shut down except in times of drought
- ❑ October – sections submit operating budget requests
- ❑ October – internal budget conferences begin between the Sections and Management /Finance
- ❑ November – Management approves preliminary capital and operating budget requests
- ❑ November/December – budget workshops in which the Public Service Board reviews the budget requests and the public can comment
- ❑ January – PSB approves and adopts the final combined operating and capital budget for the fiscal year beginning next March 1

This flowchart graphically represents the entire capital budgeting process:





## BUDGET TRENDS IN FY 2020 – 2021

The bulk of capital improvement efforts are geared toward rehabilitation of the system and serving the growth of the city, including water resource development, phased improvements to reservoirs, pump stations, lift stations, treatment plants, and distribution and collection lines that are a critical part of the capital improvement program. This allows the Utility to boast over a 99.99% reliability rating and demonstrates why the TCEQ again rated the Utility a “Superior Water System.”

Of the estimated \$202.4 million to be invested in plant and system improvements and additions in FY 2020-2021, the Utility estimates spending:

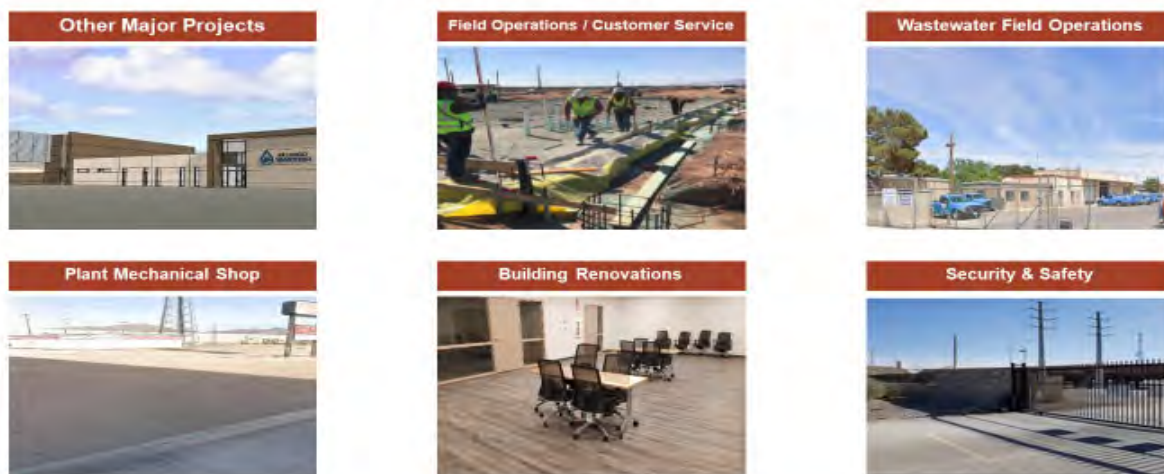
- \$29.3 million in water resources including \$10.0 million in water rights land acquisition in Hudspeth County
- \$13.4 million in water treatment facilities improvements and rehabilitation
- \$38.0 million for new distribution water lines and rehabilitation of existing water infrastructure
- \$13.4 million to construct new storage tanks and structural improvements to existing reservoirs
- \$5.6 million to start with the construction of a new Customer Service and Field Operations Building with a total cost estimated at \$23.6 million.
- \$4.0 million for a new Customer Information System to be implemented by January 2022 with an estimated cost of \$22.0 million.

On the wastewater side, the Utility estimates spending:

- \$46.9 million in new collection systems and pumping facilities
- \$31.4 million in upgrades and rehabilitation of wastewater treatment plants

The following are examples of completed or ongoing capital projects during FY 2020-21:

## Infrastructure Reliability



## Growth Requirements



### Reservoirs

- Vista Del Este
- Ranchos Real
- Franklin East
- Vinton

### Pumping Systems

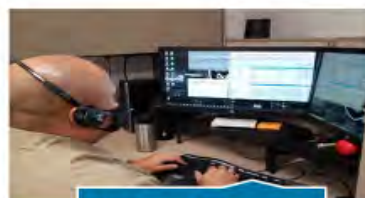
- North Two Pump Station
- Westway Pump Station
- Canutillo Bosque Lift Station
- Northeast Lift Station



## Improve Use of Technology



Information Technology



Customer Information  
System



Automation



RF Metering

## Improve Land and Water Management



### Water Resources

- Well Capacity
  - Rehabilitation of existing wells and drilling of new
- Drought Resolution allowed for accelerated equipping of new wells

### Land Management

- Riverside International Industrial Center Improvements
  - Phased Construction
- Dell City Land Acquisitions



## FY 2021 – 2022: MEETING FUTURE DEMANDS

Some capital projects experienced delays in FY 2020-2021, therefore in FY 2021-2022 the budget includes \$178.8 million of capital projects already funded through prior years' appropriations. The \$242.0 million capital budget includes \$162.6 million from new appropriations, \$4.5 million for equipment, and \$4.7 million of budgeted project overhead. The capital budget continues to address acquisition of additional water sources, rehabilitation of water and wastewater infrastructure, and new water, wastewater and reclaimed water facilities to meet future demand:

To meet the demands of growth both inside and outside the city, several projects are included in the FY 2021-2022 capital budget.

Major water projects budgeted for the fiscal year include:

- \$38.4 million for the installation and replacement of water distribution lines throughout the city;
- \$10.9 million for the construction of storage tanks and reservoir improvements;
- \$20.3 million for water treatment facilities improvements including \$8.2 million for the Kay Bailey Hutchison Desalination Facility Improvements;
- \$7.3 million to complete the implementation of a new Customer Service Information System, that is estimated to be completed by January 2022 with an estimated total cost of \$22.0 million; and
- \$4.0 million for new well construction and equipping, and an additional \$5.9 million for well rehabilitation.

Major wastewater projects for the fiscal year include:

- \$46.4 million for improvements to wastewater treatment plants including \$15.1 million for upgrades and rehabilitation of the Roberto R. Bustamante Wastewater Treatment Plant;
- \$40.8 million for the installation, replacement and relocation of wastewater lines including \$6.4 million for the Montana Vista Wastewater Collection System project; and
- \$7.0 million for lift station improvements.

The following are examples of completed or ongoing capital projects during FY 2021-22:



## Water Projects

- Source Water Augmentation Parallel Pipeline
- Sunset Heights Water and Wastewater Line Rehabilitation
- North Two Pump Station
- New Well Equipping





## Wastewater Projects

- Montoya Lift Station Rehabilitation
- Navarrette Lift Station Rehabilitation
- Frontera Force Main Rehabilitation



The Utility continues to be aggressive in applying and successfully receiving state and federal grants to partially fund major capital projects. The following are projects that are funded in part by state and federal grants:

- The Utility continues to work with the County of El Paso to bring first-time public water and wastewater service to areas outside the city limits by obtaining grants to provide this much needed service. Phase I of the Montana Vista first time sewer service for an estimated 900 connections in the Montana Vista Colonia area will be completed during FY 2021-2022. Funding for this project includes an \$11.5 million grant partnered with a \$1.4 million low interest loan from the Texas Water Development Board.
- The Utility will also use funding of a \$2.0 million grant from the Bureau of Reclamation's WaterSMART Desalination Construction Program. In addition, the Texas Military Preparedness Commission (TMPC) awarded a Defense Economic Adjustment Assistance Grant of \$2,050,000 to the City of El Paso to expand the infrastructure at the Kay Bailey Hutchinson (KBH) Desalination Plant. The Blend Well Collector Pipeline Project (Part A of the expansion plan) will enable the construction of a pipeline to deliver source water approximately 6.6 miles to the KBH Plant. This project is part of a multiyear program for our Kay Bailey Hutchison Desalination Plant expansion project, which will increase water production up to 33.5 million gallons per day.
- A \$3.5 million Title XVI grant will advance the design of our Advanced Water Purification Facility, which will supplement our water supply by transforming treated wastewater into fresh drinking water and deliver it directly to customers. We will continue to pursue grants to provide at least partial funding for construction of the estimated \$75 million facility.
- On January 25, 2021, Texas Governor Greg Abbott announced new funding for the City of El Paso in the amount \$4.5 million for the Aquifer Storage and Recharge (ASR) project supporting Fort Bliss from the TMPC Defense Economic Adjustment Assistance Grant (DEAAG) program. The DEAAG funding will

help construct the Enhanced Arroyo Project, which is Phase 1 (Parts A and B) of a \$9 million infiltration infrastructure project. The estimated total cost of the multi-phase ASR project is \$27.7 million.

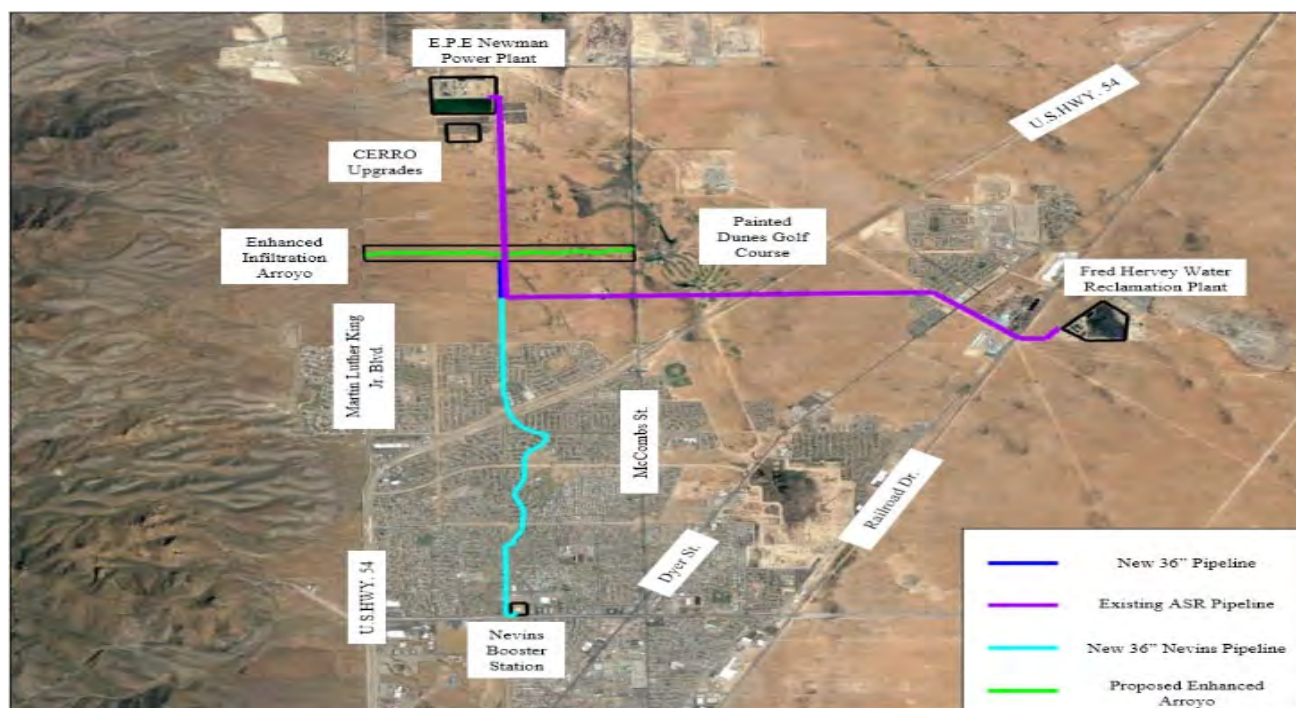
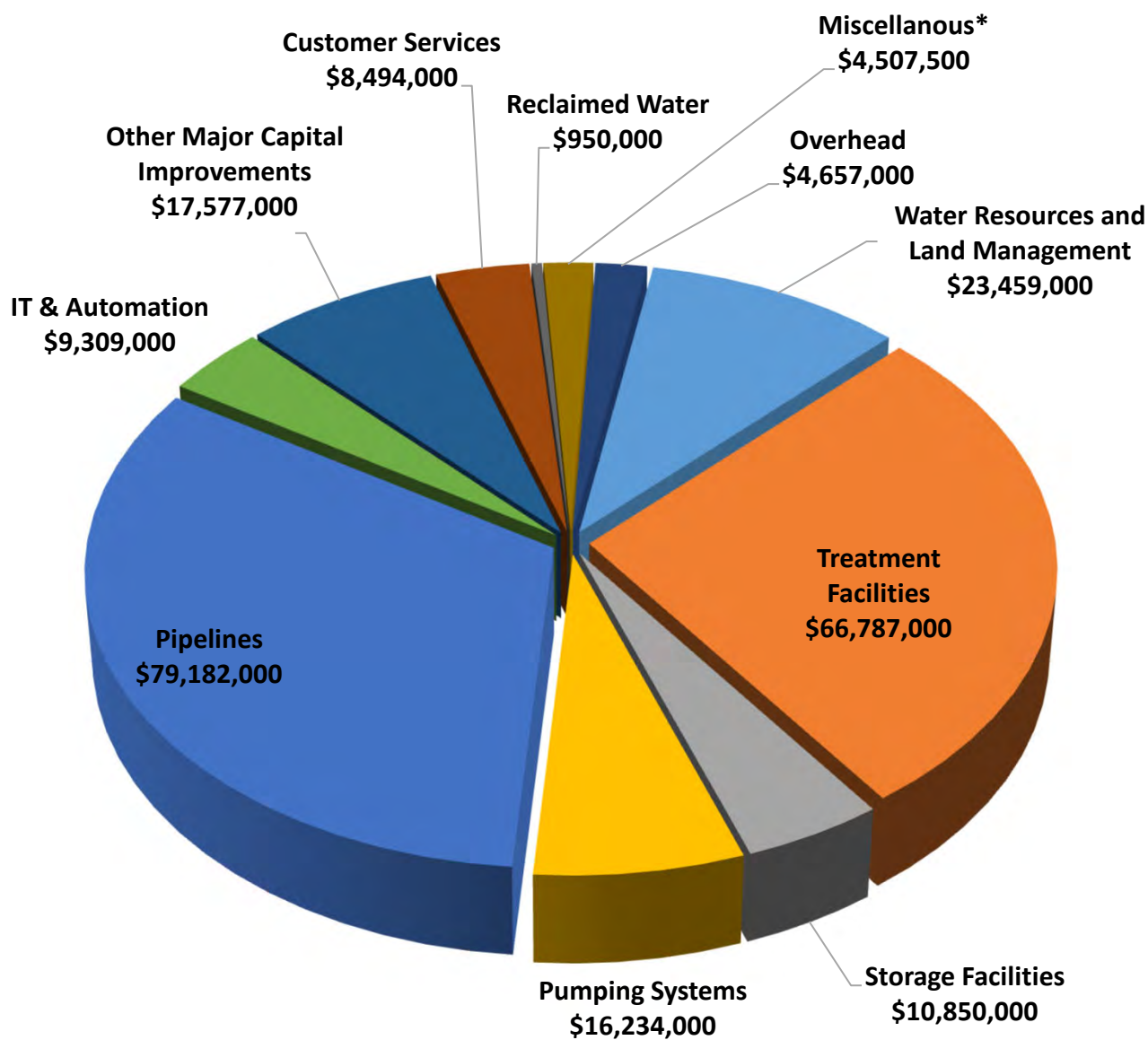


Figure 5. ASR project layout



**FY 2021-2022**  
**CAPITAL BUDGET SUMMARY**  
 Combined Water + Wastewater+Miscellaneous\*  
 Projected Expenditures



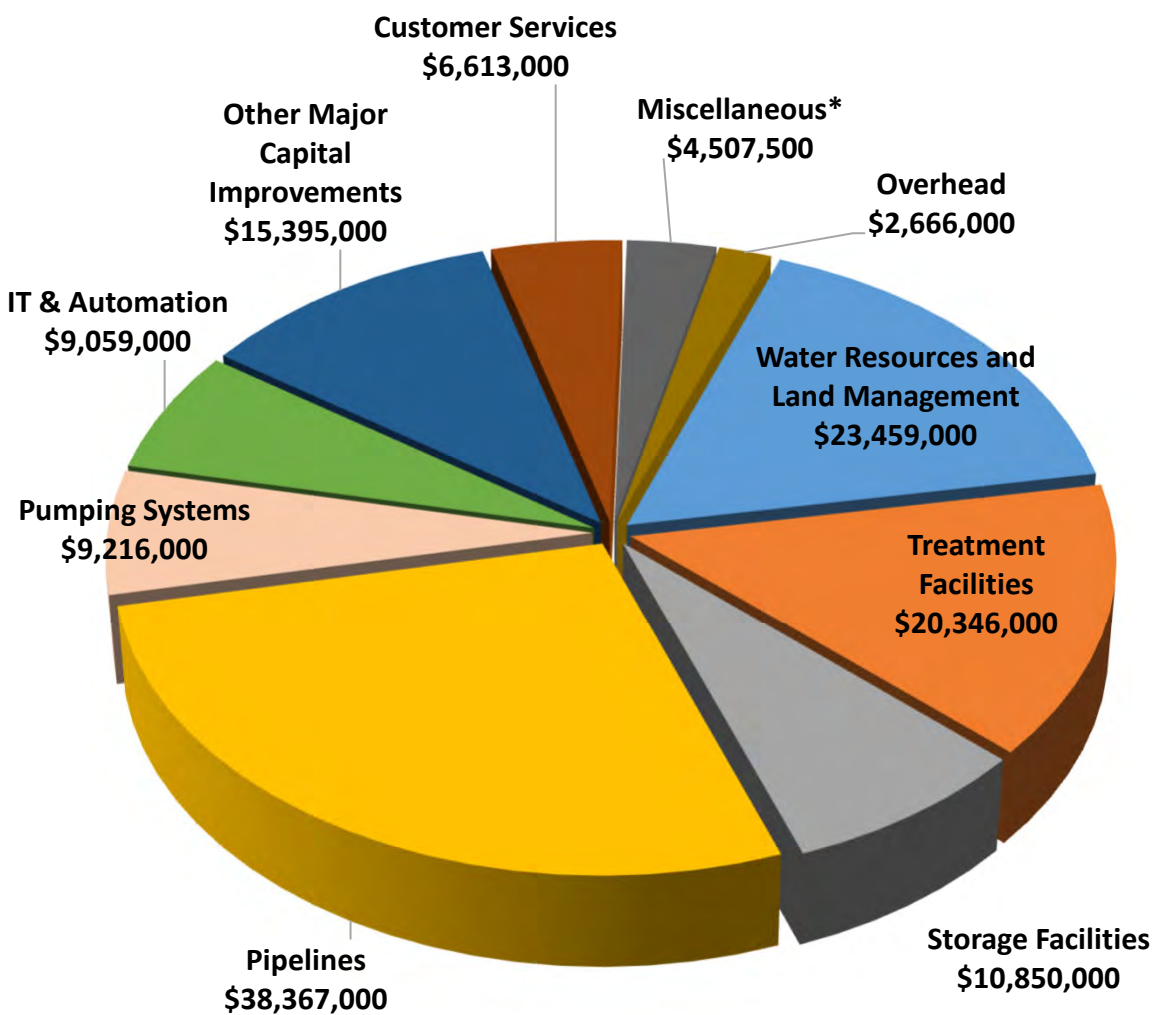
**TOTAL CAPITAL  
 BUDGET \$242,007,000**

\*Vehicle and equipment cost



# FY 2021-2022 CAPITAL BUDGET SUMMARY

## Projected Water Expenditures



**TOTAL WATER CAPITAL  
BUDGET**

**\$140,479,000**

\*Vehicle and equipment cost

*El Paso Water Utilities*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

TABLE OF CONTENT

		FY 2021-2022 Funding	FY 2021-2022 Projected	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS						
Item #	Project	Request	Expenditures	IMP	WSRC IMP	IMPACT FEE	CP	GRANT	BONDS	CIA
WATER SYSTEM IMPROVEMENT										
WATER SUPPLY FACILITIES		41,642,000	23,459,000							
W010000	New Well Construction, Equipping, and Testing	9,100,000	4,000,000		9,100,000					
W010001	JDF Injection Wells System	-	289,000							
W010002	Advanced Water Purification	-	2,000,000							
W010004	Northeast Aquifer Storage & Recovery	14,176,000	3,500,000		14,176,000					
W010005	Water Rights Including Land Acquisitions	-	1,000,000							
W010008	Well Rehabilitation Operations	2,160,000	5,890,000		2,160,000					
W010014	Riverside International Industrial Center Improvements	16,206,000	6,780,000	1,745,000			14,461,000			
STORAGE		4,250,000	10,850,000							
W020000	Routine Tank Rehabilitation	-	650,000							
W020002	EPWater Elevated Water Storage Tanks	-	20,000							
W020006	North Hills Tank Interior Coating Rehabilitation	-	60,000							
W020007	Sunset Tank Rehabilitation	-	1,537,000							
W020008	Heath De Leon Tank	-	250,000							
W020012	Vinton (Westway) 1.25MG Tank	-	3,000,000							
W020013	Rosemont Tank (2.5 MG) Tank	-	118,000							
W020016	Zaragosa C Elevated Tanks & Air Treatment Units	450,000	150,000				450,000			
W020018	Mountain Park #1C Tank	-	248,000							
W020019	Festival 1 Tank - 2MG Tank Coatings Rehabilitation	-	527,000							
W020021	High Chaparral 3.5MG Reservoir Rehabilitation	-	15,000							
W020022	Redd Road 4MG Reservoir Rehabilitation	3,800,000	3,800,000	3,800,000						
W020031	Transmountain NW 1A Tank -(4MG) (IF)	-	350,000							
W020032	Transmountain NW 2A Tank -(3MG) (IF)	-	50,000							
W020036	Festival 2 Reservoir Rehabilitation	-	75,000							
PUMPING SYSTEMS		5,400,000	9,216,000							
W030000	Various Valve & Pump Station Replacements	650,000	2,050,000	650,000						
W030001	Heath De Leon Pump Station	-	296,000							
W030002	Primary Metering Wells/Pump Station Improvement	-	210,000							
W030003	North 2 Pump Station	-	2,610,000							
W030008	OrthoPolyphosphate Treatment Units	3,300,000	2,200,000				3,300,000			
W030010	Joe Caro Pump Station	-	10,000							
W030014	Redd Road Pump Station Upgrades	-	250,000							
W030015	Montana East Pump Station @ Ranchos Real (IF)	-	140,000							
W030016	CCC1 PZ Improvements - Pumping Systems	1,450,000	1,450,000	1,450,000						
CONVEYANCE		27,015,000	38,367,000							
W040001	City of El Paso CDB Paving Projects	4,752,000	4,175,000	4,752,000						
W040002	TXDOT Roadway Improvement Projects	-	800,000							
W040003	Routine Pipeline Replacement	2,378,000	3,036,000	2,378,000						
W040004	Central Business District IV	1,000,000	400,000				1,000,000			
W040008	Montana East Supply Line	-	2,200,000							
W040010	Eastside Planned Service Area	4,520,000	4,520,000	4,520,000						
W040012	Upper Valley - Strahan/Borderland Water Transmission Mains (IF)	-	1,000,000							
W040014	Sunset Heights	-	580,000							
W040015	Vinton - Douglas/Quejette	-	920,000							
W040017	Westway Waterline Extension (IH-10 to Applewood)	-	75,000							
W040018	Citywide Large Diameter Waterline Replacement	-	300,000							
W040019	Pipeline Protection	965,000	2,010,000	965,000						
W040020	Rapid Transit System Program	-	110,000							
W040022	Dead End Mains Elimination Program	-	285,000							
W040028	Mountain Park #1 Pump Station to #2 Waterline	-	30,000							
W040029	Stormwater Utilities Relocation - Water	-	685,000							
W040035	Coronado Country Club PZ Improvements	-	725,000							
W040039	Fred Miller Pump station 36" to 54" to IH-10 (SHD B 4061)	-	350,000							
W040040	Northwest Master Plan Area Water Main Extensions (IF)	-	80,000							
W040041	Northeast Master Plan Area Water Main Extensions	1,500,000	1,500,000	500,000		1,000,000				

*El Paso Water Utilities*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

TABLE OF CONTENT

Item #	Project	FY 2021-2022	FY 2021-2022	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS						
		Funding Request	Projected Expenditures	IMP	WSRC IMP	IMPACT FEE	CP	GRANT	BONDS	CIA
W040044	Zaragosa 36" Transmission Line to Zaragosa C Tank	-	200,000							
W040045	Franklin East 24" Water line extension IF	-	1,575,000							
W040047	Ascarate 8" Water Main Replacement	-	30,000							
W040048	North Desert Blvd. 16" Water Main Replacement	-	321,000							
W040049	City of El Paso CID Projects Waterline Relocations	1,565,000	965,000				1,565,000			
W040050	Airport Well Collector 30" Main Replacement	-	30,000							
W040053	Northeast Franklin Water System (IF)	8,090,000	4,890,000	8,090,000						
W040054	Sheridan/Gateway North 16" Waterline Replacement	-	250,000							
W040055	Hondo Pass - US54 to Railroad Street Waterline Replacement	-	200,000							
W040057	Mountain Park One 24" Water Main Extension	-	200,000							
W040058	Northwest Water Distribution Mains - High Plains	2,245,000	2,245,000	998,000			1,247,000			
W040060	Pershing 16 inch Phase 3 (Alta to Altura)	-	50,000							
W040062	Turner to Vista Hills Trans Main 48" (MAPZ)	-	300,000							
W040064	Heath de Leon from PS to Festival Tank Waterline (30")	-	150,000							
W040068	Planned Waterline Replacement	-	3,180,000							
CUSTOMER SERVICE		1,993,000	6,613,000							
W060000	Meter Replacement	1,993,000	3,613,000	1,993,000						
W060001	Master Meter Rehabilitation	-	50,000							
W060002	Meters	-	850,000							
W060005	Fire Hydrants	-	200,000							
W060006	Supplement for Oversize Lines	-	1,000,000							
W060007	Supplement for Individual Payments	-	250,000							
W060008	Extension from Contribution Payments	-	100,000							
W060009	Taps Paid from Contribution Payments	-	50,000							
W060010	Participation Agreements (Enchanted Hills Unit 5)	-	500,000							
INFORMATION TECHNOLOGY & AUTOMATION		1,009,000	9,059,000							
W070000	Information Technology & Automation	1,009,000	7,590,000	1,009,000						
W070001	Process Automation (SCADA)	-	500,000							
W070002	Information Technology - Hardware	-	949,000							
W070004	Radio Equipment	-	20,000							
OTHER MAJOR CAPITAL PROJECTS		6,523,000	15,395,000							
W080001	Central Lab Upgrades	-	232,000							
W080002	Field Operation Yards	-	9,050,000							
W080004	Rehabilitation of PSB Properties	-	327,000							
W080005	Security Upgrades-Water Facility	-	100,000							
W080006	Tech20 Center	-	125,000							
W080007	Airport & Wellfield Improvements	3,761,000	630,000	100,000			3,661,000			
W080009	Energy Management Master Plan	228,000	850,000				228,000			
W080026	EPCWID #1 Fees For Crossing Drain	-	347,000							
W080032	Farm Capital Expenditures	1,034,000	1,064,000	1,034,000						
W080033	EPWater Headquarters New Building	1,500,000	1,500,000				1,500,000			
W080034	Central Control Secondary Site	-	100,000							
W080035	Plant Equipment Maintenance Shop	-	1,070,000	-						

*El Paso Water Utilities*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

TABLE OF CONTENT

Item #	Project	FY 2021-2022 Funding Request	FY 2021-2022 Projected Expenditures	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS						
				IMP	WSRC IMP	IMPACT FEE	CP	GRANT	BONDS	CIA
<b>TREATMENT</b>		<b>13,137,000</b>	<b>20,346,000</b>							
W090000	Kay Bailey Hutchison Desalination Facility Improvements	2,050,000	8,193,000					2,050,000		
W090001	Jonathan Rogers WTP Improvements & Rehabilitation	8,066,000	6,530,000	928,000			7,138,000			
W090002	Canal WTP Improvements & Rehabilitation	1,521,000	2,634,000	571,000			950,000			
W090003	Upper Valley WTP Improvements & Rehabilitation	-	385,000							
W090004	Plant Miscellaneous Small Improvements & Rehabilitation	-	200,000							
W090005	Water Plant Emergency/Upgrades	-	500,000							
W090006	Disinfect Byproduct Rule	-	200,000							
W090007	Granular Activated Carbon (GAC)	1,500,000	1,500,000	1,500,000						
W090008	Iron Media Replacement	-	204,000							
<b>TOTAL WATER</b>		<b>100,969,000</b>	<b>133,305,000</b>	<b>36,983,000</b>	<b>25,436,000</b>	<b>1,000,000</b>	<b>35,500,000</b>	<b>2,050,000</b>	<b>-</b>	<b>-</b>

**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: New Well Construction, Equipping, and Testing</b>		<b>W010000</b>
<b>PROGRAM CATEGORY</b>	Water Supply Facilities	
<b>DESCRIPTION</b>	Drilling and/or equipping of new wells for additional water supply.	
<b>Total Funding Request</b>	\$9,100,000	
<b>Funding Sources</b>	WSRC IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$4,000,000	
<b>Total Project Cost</b>	\$9,100,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Northeast Aquifer Storage &amp; Recovery</b>		<b>W010004</b>
<b>PROGRAM CATEGORY</b>	Water Supply Facilities	
<b>DESCRIPTION</b>	Construction of enhanced arroyo upgrades (phase 1) and design of miscellaneous Aquifer Storage & Recovery upgrades.	
<b>Total Funding Request</b>	\$14,176,000	
<b>Funding Sources</b>	WSRC IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,500,000	
<b>Total Project Cost</b>	\$14,176,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Well Rehabilitation Operations</b>		<b>W010008</b>
<b>PROGRAM CATEGORY</b>	Water Supply Facilities	
<b>DESCRIPTION</b>	Rehabilitation of existing wells and miscellaneous pumping systems.	
<b>Total Funding Request</b>	\$2,160,000	
<b>Funding Sources</b>	WSRC IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$5,890,000	
<b>Total Project Cost</b>	\$7,405,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Riverside International Industrial Center Improvements</b>		<b>W010014</b>
<b>PROGRAM CATEGORY</b>	Water Supply Facilities	
<b>DESCRIPTION</b>	Installation of water, wastewater, stormwater, roadway and general infrastructure for the development of the Riverside International Industrial Center.	
<b>Total Funding Request</b>	\$16,206,000	
<b>Funding Sources</b>	\$3,795,000 – IMP \$12,411,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$6,780,000	
<b>Total Project Cost</b>	\$16,206,000	
<b>Impact on Operating Budget*</b>	Yes	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Zaragosa C Elevated Tanks &amp; Air Treatment Units</b>	<b>W020016</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Design of new water storage tank	
<b>Total Funding Request</b>	\$450,000	
<b>Funding Sources</b>	CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$150,000	
<b>Total Project Cost</b>	\$13,250,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM:</b>	<b>Redd Road (4MG) Reservoir rehabilitation</b>	<b>W020022</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Construction of coatings, roofing and flooring improvements	
<b>Total Funding Request</b>	\$3,800,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,800,000	
<b>Total Project Cost</b>	\$3,800,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Various Valve &amp; Pump Station Replacements</b>	<b>W030000</b>
<b>PROGRAM CATEGORY</b>	Pumping Systems	
<b>DESCRIPTION</b>	Replacement of valves and pumping systems at pump stations	
<b>Total Funding Request</b>	\$650,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,050,000	
<b>Total Project Cost</b>	\$2,050,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Ortho-Polyphosphate Treatment Units</b>	<b>W030008</b>
<b>PROGRAM CATEGORY</b>	Pumping Systems	
<b>DESCRIPTION</b>	Construction of new ortho-Polyphosphate treatment units	
<b>Total Funding Request</b>	\$3,300,000	
<b>Funding Sources</b>	CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,200,000	
<b>Total Project Cost</b>	\$3,300,000	
<b>Impact on Operating Budget*</b>	Yes	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations



**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: CCC1 PZ Improvements – Pumping Systems</b>		<b>W030016</b>
<b>PROGRAM CATEGORY</b>	Pumping Systems	
<b>DESCRIPTION</b>	Construction of improvements at Westway Pump Station and design of improvements at Coates, Fred Miller and Artcraft #1 Pump Stations	
<b>Total Funding Request</b>	\$1,450,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,450,000	
<b>Total Project Cost</b>	\$1,450,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: City of El Paso Paving Projects</b>		<b>W040001</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of waterline replacements and/or relocations in conjunction with City of El Paso's projects.	
<b>Total Funding Request</b>	\$4,752,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$4,175,000	
<b>Total Project Cost</b>	\$4,752,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Routine Pipeline Replacement</b>		<b>W040003</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	In-house replacement of deteriorated waterlines citywide.	
<b>Total Funding Request</b>	\$2,378,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,036,000	
<b>Total Project Cost</b>	\$3,036,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Central Business District IV</b>		<b>W040004</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Replacement and/or relocation of waterlines in conjunction with City of El Paso's project.	
<b>Total Funding Request</b>	\$1,000,000	
<b>Funding Sources</b>	CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$400,000	
<b>Total Project Cost</b>	\$1,187,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Eastside Planned Service Area (IF)</b>		<b>W040010</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Installation of new waterlines along Pellicano, Peyton, and Montwood new development. Design of new waterlines along John Hayes.	
<b>Total Funding Request</b>	\$4,520,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$4,520,000	
<b>Total Project Cost</b>	\$9,051,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Pipeline Protection</b>		<b>W040019</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Rehabilitation of leak detection loggers; integrity assessment for large diameter pipelines.	
<b>Total Funding Request</b>	\$965,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,010,000	
<b>Total Project Cost</b>	\$2,160,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Northeast Master Plan Area Water Main Extensions (IF)</b>		<b>W040041</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Design and installation of new waterlines for new development along Dyer/Railroad Drive, and Vista del Norte areas.	
<b>Total Funding Request</b>	\$1,500,000	
<b>Funding Sources</b>	\$500,000 – IMP \$1,000,000 – IMPACT FEE	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,500,000	
<b>Total Project Cost</b>	\$2,225,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: City of El Paso CID Projects Waterline Relocations</b>		<b>W040049</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Replacement and/or relocation of waterlines in conjunction with City of El Paso CID's projects (unpaved alleys, street resurfacing, bridge improvements, etc.).	
<b>Total Funding Request</b>	\$1,565,000	
<b>Funding Sources</b>	CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$965,000	
<b>Total Project Cost</b>	\$1,765,000	
<b>Impact on Operating Budget*</b>	No	

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**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Northeast Franklin 24-inch Water Main (IF)</b>		<b>W040053</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Installation of new water transmission lines in Northeast Franklin Area (Sean Haggerty).	
<b>Total Funding Request</b>	\$8,090,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$4,890,000	
<b>Total Project Cost</b>	\$8,250,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Northwest Water Distribution Mains – High Plains</b>		<b>W040058</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Installation of new water lines in High Plains area.	
<b>Total Funding Request</b>	\$2,245,000	
<b>Funding Sources</b>	\$998,000 – IMP \$1,247,000 - CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,245,000	
<b>Total Project Cost</b>	\$4,490,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Meter Replacement</b>		<b>W060000</b>
<b>PROGRAM CATEGORY</b>	Customer Service	
<b>DESCRIPTION</b>	Replacement of metering and upgrades to radio frequency metering devices.	
<b>Total Funding Request</b>	\$1,993,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,613,000	
<b>Total Project Cost</b>	\$2,786,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Information Technology – Software</b>		<b>W070000</b>
<b>PROGRAM CATEGORY</b>	Information Technology & Automation	
<b>DESCRIPTION</b>	Upgrades to miscellaneous software	
<b>Total Funding Request</b>	\$1,009,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$7,590,000	
<b>Total Project Cost</b>	\$1,009,000	
<b>Impact on Operating Budget*</b>	No	

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**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Airport Wellfield Improvements</b>	<b>W080007</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Construction of electrical systems rehabilitation and upgrades to Corridor C	
<b>Total Funding Request</b>	\$3,761,000	
<b>Funding Sources</b>	\$100,000 – IMP	
	\$3,661,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$630,000	
<b>Total Project Cost</b>	\$3,930,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Energy Management Master Plan</b>	<b>W080009</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Pump testing and benchmarking, water plant benchmarking.	
<b>Total Funding Request</b>	\$228,000	
<b>Funding Sources</b>	CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$850,000	
<b>Total Project Cost</b>	\$928,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Farm Capital Expenditures</b>	<b>W080032</b>
<b>PROGRAM CATEGORY</b>	Other Capital Projects	
<b>DESCRIPTION</b>	Miscellaneous improvements at Dell City farms	
<b>Total Funding Request</b>	\$1,034,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,064,000	
<b>Total Project Cost</b>	\$1,478,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>EPWater Headquarters New Building</b>	<b>W080033</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Preliminary design and land acquisition.	
<b>Total Funding Request</b>	\$1,500,000	
<b>Funding Sources</b>	CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,500,000	
<b>Total Project Cost</b>	\$3,000,000	
<b>Impact on Operating Budget*</b>	No	

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**NEW FUNDING REQUEST - WATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Kay Bailey Hutchison Delamination Facility Improvements</b>		<b>W090000</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Replacement of VFD pumps, flow meters, filter element, and design of Parallel Concentrate Pipeline.	
<b>Total Funding Request</b>	\$2,050,000	
<b>Funding Sources</b>	GRANT	
<b>FY 2021-2022 Projected Expenditures</b>	\$8,193,000	
<b>Total Project Cost</b>	\$2,050,000	
<b>Impact on Operating Budget*</b>	No	

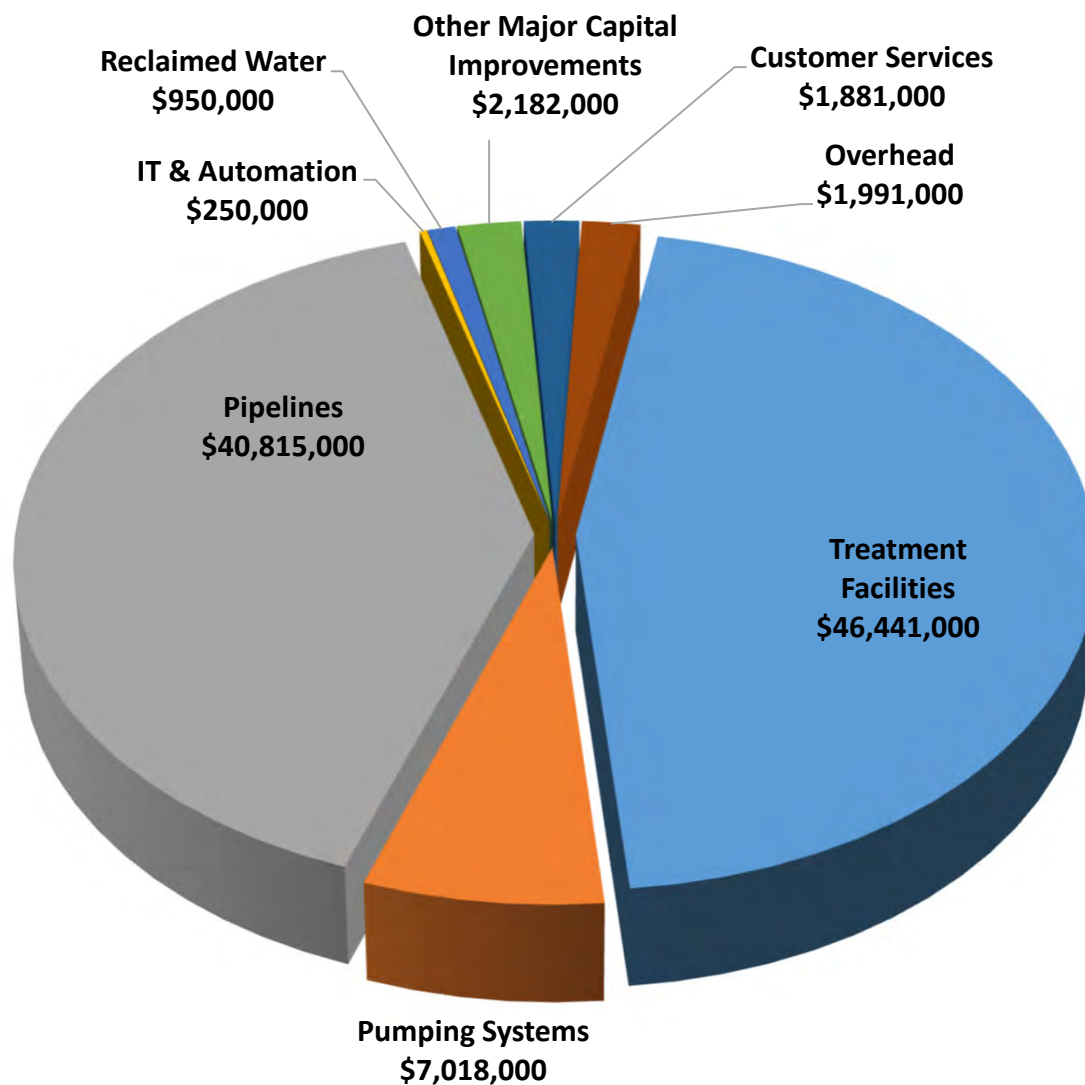
<b>PROGRAM: Jonathan Roger WTP Improvements &amp; Rehabilitation</b>		<b>W090001</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Raw water screen upgrades, backwash blower replacements, process pumps replacements, process valves replacements, miscellaneous upgrades.	
<b>Total Funding Request</b>	\$8,066,000	
<b>Funding Sources</b>	\$9,28,000 – IMP \$7,138,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$6,530,000	
<b>Total Project Cost</b>	\$9,730,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Canal WTP Improvement &amp; Rehabilitation</b>		<b>W090002</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Flocculator replacement, design and/or construction of miscellaneous improvements.	
<b>Total Funding Request</b>	\$1,521,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,634,000	
<b>Total Project Cost</b>	\$6,551,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Granular Activated Carbon (GAC)</b>		<b>W090007</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Replacement of granular activated carbon at various locations.	
<b>Total Funding Request</b>	\$1,500,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,500,000	
<b>Total Project Cost</b>	\$1,500,000	
<b>Impact on Operating Budget*</b>	No	

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**FY 2021-2022**  
**CAPITAL BUDGET SUMMARY**  
Projected Wastewater Expenditures



**TOTAL WASTEWATER CAPITAL BUDGET**  
**\$101,528,000**



*El Paso Water Utilities*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

TABLE OF CONTENT

		FY 2021-2022 Funding Request	FY 2021-2022 Projected Expenditures	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS						
Item #	Project			IMP	WSRC IMP	IMPACT FEE	CP	GRANT	BONDS	CIA
WASTEWATER SYSTEM IMPROVEMENTS										
PUMPING SYSTEMS		6,517,000	7,018,000							
S030010	Lift Station Replacements	-	540,000							
S030011	Routine Lift Station Rehabilitation	4,614,000	3,490,000	4,614,000						
S030015	Valve Rehabilitation	-	1,188,000							
S030016	Northeast Dyer/RR Lift Station (7MGD) IF	1,903,000	1,300,000	403,000			1,500,000			
S030029	Lift Station Decommissioning	-	400,000							
S030132	Alfalfa Lift Station Rehab & 6MGD Upgrade (Alternatives to RRB Exp)	-	100,000							
CONVEYANCE		17,455,000	40,815,000							
S040047	Montana Vista Wastewater Collection System	-	6,370,000							
S040050	Transmountain Northwest Interceptor	-	20,000							
S040053	EDA Northwest Development	-	1,060,000							
S040054	Miranda ,Roxanne ,Lakehurst Relief	-	320,000							
S040055	Boone Interceptor	-	650,000							
S040056	Upper Valley Outfall Relocation	2,200,000	220,000	200,000			2,000,000			
S040057	Emergency Repairs to Sanitary Sewer Lines	-	600,000							
S040059	Montana Avenue Sewer Main Replacement	-	200,000							
S040061	Stormwater Utility Relocation - Wastewater	-	550,000							
S040062	Routine Pipeline Replacement	1,503,000	3,710,000	1,503,000						
S040063	City of El Paso Paving Projects	-	2,751,000							
S040064	TXDOT Roadway Improvement Projects	-	3,494,000							
S040066	Rehabilitation of Manholes	754,000	754,000	754,000						
S040067	Northeast Dyer/RR Interceptor Phase II IF	2,870,000	2,870,000			1,151,000	1,719,000			
S040069	Strahan Interceptor - North of Borderland (IF)	-	200,000							
S040071	Frontera Force Main	1,344,000	6,500,000	100,000			1,244,000			
S040109	EPCWID#1 Fees for Crossing Drains	-	200,000							
S040110	Loop 375 East Interceptor System	-	10,000							
S040111	Doniphan Collector to Canutillo Bosque Lift Station	-	1,030,000							
S040112	Collection System Odor Control	-	200,000							
S040114	Zaragoza Sewer Line Replacement - Roseway to Rabe Court	1,540,000	1,660,000	100,000			1,440,000			
S040115	Sunset Heights Sewer Main Replacement	-	870,000							
S040118	Grouse Pipeline Replacements	-	1,040,000							
S040122	Northeast Franklin Service Area IF	1,456,000	530,000	100,000			1,356,000			
S040123	Northeast Interceptor System IF	3,652,000	2,510,000	100,000			3,552,000			
S040124	La Mesa Avenue Sewer Main Extension	-	550,000							
S040125	Airport (EPIA) Force Main Upgrade Phase II	-	200,000							
S040130	Hueco Mountain Estates Rehab (Escrow)	-	810,000							
S040138	Luckett Ct. Wastewater Line Upgrade	2,136,000	936,000	376,000			1,760,000			
NEW CUSTOMER FACILITIES		-	1,881,000							
S060003	Sewer Metering Program	-	156,000							
S060004	New Customers Line Relocations	-	100,000							
S060011	Supplement for Oversize Lines	-	500,000							
S060012	Supplement for Individual Payments	-	300,000							
S060013	Lines Financed by Contribution	-	25,000							
S060014	Sanitary Sewer Service Extension	-	300,000							
S060015	Sanitary Sewer Connections	-	500,000							
INFORMATIN TECHNOLOGY		-	250,000							
S070003	Process Automation (SCADA)	-	250,000							
OTHER MAJOR SEWER CAPITAL PROJECTS		-	2,182,000							
S080013	Security Upgrades - Sewer	-	95,000							
S080014	Sewer Facility Beautification	-	300,000							
S080015	Energy Management Master Plan	-	105,000							
S080017	Fred Hervey WRP Access Road Assessment	-	170,000							
S080029	Rehabilitation of PSB Facilities	-	1,512,000							

*El Paso Water Utilities*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

TABLE OF CONTENT

		FY 2021-2022 Funding	FY 2021-2022 Projected	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS						
Item #	Project	Request	Expenditures	IMP	WSRC IMP	IMPACT FEE	CP	GRANT	BONDS	CIA
TREATMENT		36,898,000	46,441,000							
S090009	Fred Hervey WRP Upgrades & Rehabilitation	-	9,657,000							
S090010	Roberto R. Bustamante WWTP Upgrades & Rehabilitation	20,712,000	15,125,000	2,716,000			17,996,000			
S090011	Haskell R. Street WWTP Upgrades & Rehabilitation	2,893,000	4,482,000	2,893,000						
S090012	John T. Hickerson WRP	13,293,000	14,304,000	173,000			13,120,000			
S090013	Small Plant Upgrades	-	2,476,000							
S090015	Haskell R. Street WWTP & Fred Hervey WRP Emergency Power	-	397,000							
TOTAL WASTEWATER		60,870,000	98,587,000	14,032,000	-	1,151,000	45,687,000	-	-	-
RECLAIMED AND BRACKISH WATER SYSTEM IMPROVEMENTS										
WASTEWATER REUSE DISTRIBUTION SYSTEM		785,000	950,000							
S050002	Pipeline Cathodic Protection	-	50,000							
S050003	Valve Rehabilitation	-	50,000							
S050006	Rio Bosque Restoration Project	300,000	300,000	300,000						
S050007	Reclaimed Water Tank Coatings Rehabilitation	185,000	200,000	185,000						
S050008	Reclaimed Water Booster Pump Assessment/Replacement	-	50,000							
S050009	Ascarate 24"- 8" Reclaimed Pipe Rehabilitation	150,000	150,000	150,000						
S050010	Reclaimed Water Tank Rehabilitation	150,000	150,000	150,000						
TOTAL RECLAIMED AND BRACKISH WATER IMPROVEMENTS		785,000	950,000	785,000	-	-	-	-	-	-
TOTAL COMBINED SYSTEM IMPROVEMENTS		162,624,000	232,842,000	51,800,000	25,436,000	2,151,000	81,187,000	2,050,000	-	-
TOTAL WATER		100,969,000	133,305,000	36,983,000	25,436,000	1,000,000	35,500,000	2,050,000	-	-
TOTAL ALL WASTEWATER CATEGORIES		60,870,000	98,587,000	14,032,000	-	1,151,000	45,687,000	-	-	-
TOTAL RECLAIMED AND BRACKISH WATER IMPROVEMENTS		785,000	950,000	785,000	-	-	-	-	-	-
		162,624,000	232,842,000	51,800,000	25,436,000	2,151,000	81,187,000	2,050,000	-	-
OVERHEAD		3,252,000	4,657,000							
TOTAL NEW CIP FUNDING INCLUDING OVERHEAD		165,876,000	237,499,000							

**NEW FUNDING REQUEST - WASTEWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Routine Lift Station Rehabilitation</b>		<b>S030011</b>
<b>PROGRAM CATEGORY</b>	Pumping Systems	
<b>DESCRIPTION</b>	Rehabilitation of Sunland Park Lift Station and generator replacement, miscellaneous rehabilitation of lift stations.	
<b>Total Funding Request</b>	\$4,614,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,490,000	
<b>Total Project Cost</b>	\$4,614,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Northeast Dyer/RR Lift Station (7MGD) IF</b>		<b>S030016</b>
<b>PROGRAM CATEGORY</b>	Pumping Systems	
<b>DESCRIPTION</b>	Construction of new 5MGD lift station	
<b>Total Funding Request</b>	\$1,903,000	
<b>Funding Sources</b>	\$403,000 – IMP \$1,500,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,300,000	
<b>Total Project Cost</b>	\$6,550,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Upper Valley Outfall Relocation</b>		<b>S040056</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Relocation of wastewater outfall in conjunction with IBWC project(s)	
<b>Total Funding Request</b>	\$2,200,000	
<b>Funding Sources</b>	\$200,000 – IMP \$2,000,000 - CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$220,000	
<b>Total Project Cost</b>	\$2,200,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Routine Pipeline Replacement</b>		<b>S040062</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	In-house and contracted replacement of wastewater collection mains citywide.	
<b>Total Funding Request</b>	\$1,503,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,710,000	
<b>Total Project Cost</b>	\$4,750,000	
<b>Impact on Operating Budget*</b>	No	

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**NEW FUNDING REQUEST - WASTEWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Manhole Rehabilitation</b>	<b>S040066</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Rehabilitation of manholes citywide	
<b>Total Funding Request</b>	\$754,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$745,000	
<b>Total Project Cost</b>	\$1,375,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Northeast Dyer/Railroad Interceptors (IF)</b>	<b>S040067</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Installation of new wastewater interceptors in Dyer/Railroad area.	
<b>Total Funding Request</b>	2870000	
<b>Funding Sources</b>	\$1,151,000 – IMPACT FEE \$1,719,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,870,000	
<b>Total Project Cost</b>	\$3,530,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM:</b>	<b>Frontera Force Main</b>	<b>S040071</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Design of phased rehabilitation of wastewater force main.	
<b>Total Funding Request</b>	\$1,344,000	
<b>Funding Sources</b>	\$100,000 – IMP \$1,244,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$6,500,000	
<b>Total Project Cost</b>	\$19,500,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Zaragosa Sewer Line Replacement – Roseway to Rabe Court</b>	<b>S040114</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of wastewater collection line	
<b>Total Funding Request</b>	\$1,540,000	
<b>Funding Sources</b>	\$100,000 – IMP \$1,440,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,660,000	
<b>Total Project Cost</b>	\$1,660,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - WASTEWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Northeast Franklin Service Area (IF)</b>		<b>S040122</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Installation of new wastewater interceptors in Sean Haggerty areas	
<b>Total Funding Request</b>	\$1,456,000	
<b>Funding Sources</b>	\$100,000 – IMP	
	\$1,356,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$530,000	
<b>Total Project Cost</b>	\$1,450,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Northeast Interceptor System (IF)</b>		<b>S040123</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Installation of new wastewater interceptors	
<b>Total Funding Request</b>	\$3,652,000	
<b>Funding Sources</b>	\$100,000 – IMP	
	\$3,552,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,510,000	
<b>Total Project Cost</b>	\$3,652,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Luckett Ct. Wastewater Line Upgrade</b>		<b>S040138</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of upsized wastewater collection main	
<b>Total Funding Request</b>	\$2,136,000	
<b>Funding Sources</b>	\$376,000 – IMP	
	\$1,760,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$936,000	
<b>Total Project Cost</b>	\$2,200,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Roberto R. Bustamante WWTP Upgrade &amp; Rehabilitation</b>		<b>S090010</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Grit system and digester rehabilitation, design of expansion and rehabilitation of various processes.	
<b>Total Funding Request</b>	\$20,712,000	
<b>Funding Sources</b>	\$2,716,000 – IMP	
	\$17,996,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$15,125,000	
<b>Total Project Cost</b>	\$22,756,000	
<b>Impact on Operating Budget*</b>	Yes	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - WASTEWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Haskell R. Street WWTP Upgrades &amp; Rehabilitation</b>		<b>S090011</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Construction of Fats, Oil & Grease (FOG) Unit, replacement of various equipment, design of grit removal system improvements, relocation of instrumentation building.	
<b>Total Funding Request</b>	\$2,893,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$4,482,000	
<b>Total Project Cost</b>	\$2,922,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: John T. Hickerson WRP Upgrades &amp; Rehabilitation</b>		<b>S090012</b>
<b>PROGRAM CATEGORY</b>	Treatment	
<b>DESCRIPTION</b>	Rehabilitation of belt filter press, UV system upgrade, blower engine overhaul and Train 1; design of odor control improvements, emergency backup power, bar screen and grit removal rehabilitation; miscellaneous rehabilitation.	
<b>Total Funding Request</b>	\$13,293,000	
<b>Funding Sources</b>	\$173,000 – IMP \$13,120,000 – CP	
<b>FY 2021-2022 Projected Expenditures</b>	\$14,304,000	
<b>Total Project Cost</b>	\$24,127,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM: Rio Bosque Restoration Project (USACE)</b>		<b>S050006</b>
<b>PROGRAM CATEGORY</b>	Wastewater Reuse Distribution System	
<b>DESCRIPTION</b>		
<b>Total Funding Request</b>	\$300,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$300,000	
<b>Total Project Cost</b>	\$9,500,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM: Reclaimed Water Tank Coatings Rehabilitation</b>		<b>S050007</b>
<b>PROGRAM CATEGORY</b>	Wastewater Reuse Distribution System	
<b>DESCRIPTION</b>	Design of restoration project through US Army Corps of Engineers.	
<b>Total Funding Request</b>	\$185,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$540,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations



**NEW FUNDING REQUEST - WASTEWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Ascarate 24" – 8" Reclaimed Pipe Rehabilitation</b>	<b>S050009</b>
<b>PROGRAM CATEGORY</b>	Wastewater Reuse Distribution System	
<b>DESCRIPTION</b>	Design of reclaimed water pipeline rehabilitation	
<b>Total Funding Request</b>	\$150,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$150,000	
<b>Total Project Cost</b>	\$150,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Reclaimed Water Tank Rehabilitation</b>	<b>S050010</b>
<b>PROGRAM CATEGORY</b>	Wastewater Reuse Distribution System	
<b>DESCRIPTION</b>	Design of reclaimed water tank rehabilitation	
<b>Total Funding Request</b>	\$150,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$150,000	
<b>Total Project Cost</b>	\$150,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**El Paso Water Utilities/Public Service Board**  
**Water and Wastewater Proposed Capital Outlay**  
 Light, Office and Miscellaneous Equipment  
 FY 2021-2022

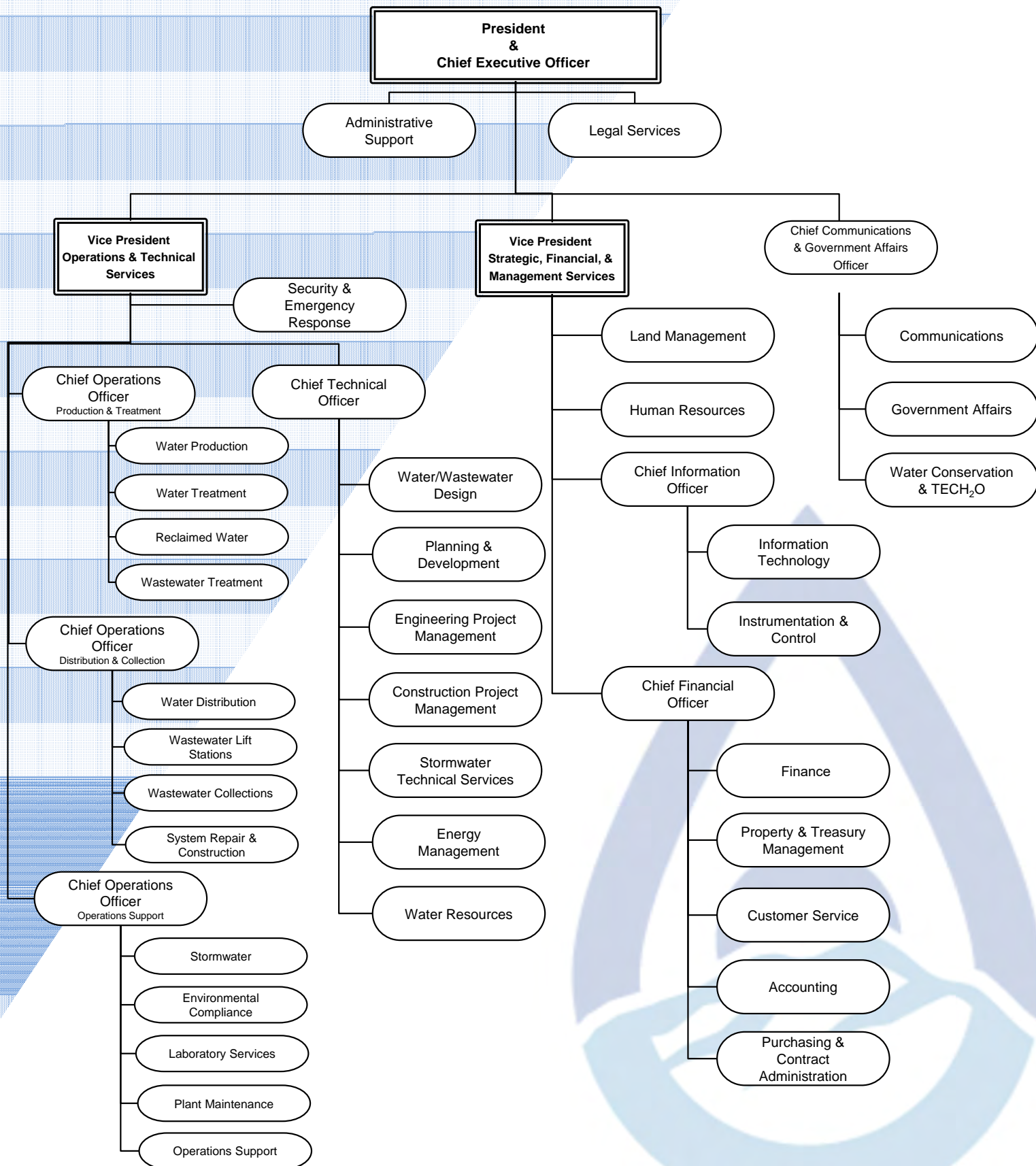
Section		Description	To Light Equip
325		electrical testing tools	\$14,300
420		trailer air compressor	\$25,000
420		electric valve operator - 1 replacement, 3 new purchases	\$55,500
440		valve operating equipment	\$100,000
540		mag meter flow meters (4)	\$24,000
580		fume extractor-welding hood	\$10,100
580		vibration testing tool & software	\$15,000
580		sand blast cabinet	\$27,500
580		infrared camera system	\$33,000
630		nozzle equipment for hydro-vactor	\$15,000
630		camera kit	\$25,000
915		tire shop equipment	\$24,300
915		fore and aft vehicle lift system	\$39,000
		<b>WATER &amp; WASTEWATER TOTAL</b>	<b>\$407,700</b>

**EL PASO WATER UTILITIES /PUBLIC SERVICE BOARD**  
**SUMMARY OF PROPOSED CAPITAL OUTLAY FOR**  
**NEW AND REPLACEMENT AUTOMOTIVE AND CONSTRUCTION EQUIPMENT**  
FY 2021-22

TABLE OF CONTENT

Section	Unit#	Description	Projected Mileage-Hours by 02-2021	Type of Vehicle	Estimated Cost
<b>UTILITY VEHICLES</b>					
315	104	1/2 TON 4 DR PICK-UP	66,958	2005 DODGE D-1500	\$35,000
315	161	1/2 TON 4 DR PICK-UP	67,028	2005 DODGE D-1500	\$35,000
320	98	1/2 TON 4 DR PICK-UP	97,949	2005 DODGE D-1500	\$35,000
420	441	3/4 TON PICK-UP	128,844	2005 DODGE D-2500	\$65,000
420	446	1 TON UTILITY	87,135	2005 FORD F-350	\$65,000
420	4059	1/2 TON PICK-UP	110,955	2014 FORD F-150	\$35,000
440	488	2 TON 4 DR UTILITY	149,179	2006 FORD F-650	\$112,500
440	4031	1 TON CARGO VAN	172,963	2010 FORD E-350	\$45,000
440	4034	1/2 TON PICK-UP	171,649	2010 FORD F-150	\$35,000
440	4035	1/2 TON PICK-UP	149,693	2010 FORD F-150	\$35,000
440	4042	1TON UTILITY REGCAB	179,633	2011 FORD F-350	\$65,000
440	4055	1 TON UTILITY	159,502	2012 FORD F-350	\$65,000
480	708	1 TON STAKE BED	65,411	1994 FORD F-350	\$65,000
525	21	COMPACT PICK-UP	112,216	2004 FORD RANGER	\$28,500
525	23	COMPACT PICK-UP	113,667	2004 FORD RANGER	\$28,500
580	407	SPORT UTILITY	189,714	2004 FORD EXPLORER	\$40,000
630	672	1 TON STAKE BED	52,229	1999 DODGE D-3500	\$38,000
640	6016	1/2 TON PICK-UP	123,162	2010 FORD F-150	\$30,000
720	152	1/2 TON 4 DR PICK-UP	100,595	2003 DODGE D-1500	\$28,500
825	4032	1 TON CARGO VAN	177,805	2010 FORD E-350	\$45,000
825	7014	COMPACT PICK-UP	124,070	2007 CHEVROLET COLORADO	\$28,500
915	6	3/4 TON UTILITY	181,204	1997 FORD F-250	\$65,000
915	1005	1/2TON SPORT UT 4X4	136,555	1997 FORD EXPEDITION	\$40,000
916	1015	1/2 TON PICK-UP	131,448	2010 FORD F-150	\$35,000
320	NEW	1/2 TON 4 DR PICK-UP			\$35,000
440	NEW	1/2 TON 4 DR PICK-UP			\$30,000
720	NEW	2 COMPACT SUVS			\$64,000
<b>ESTIMATED TOTAL VEHICLE COST</b>					<b>\$1,228,500</b>
<b>MAINTENANCE &amp; CONSTRUCTION EQUIPMENT</b>					
440	255	TRAILER PUMP 4"	95	1993 MULTIQUIP	\$35,000
440	277	TRAILER COMPRESSOR	252	2003 I-R XP185WJD	\$22,000
440	278	TRAILER COMPRESSOR	926	2001 INGRSLL-RD 185 CFM	\$22,000
440	279	TRAILER COMPRESSOR	747	2001 INGRSLL-RD 185 CFM	\$22,000
440	287	TRAILER COMPRESSOR	462	2003 I-R XP185WJD	\$22,000
440	2012	TRAILER PUMP 4"	780	2007 THOMPSON 4HT-DDST-3-2011	\$35,000
630	6015	VACCUM JET RODDER C	12,848	2008 STERLING LT8500	\$453,000
690	201	TRAILER PUMP 4"	300	1993 MULTIQUIP	\$35,000
916	295	DOZER	1,706	1989 CASE 850D	\$185,000
916	304	DOZER	8,163	1988 JOHN DEERE 850B LT	\$185,000
916	305	SEMI-TRAILER LOWBOY	305	1994 EAGER BVR	\$100,500
916	910	SEMI-TRACTOR TRUCK	60,804	2004 INT'L 7600 SBA 6X4	\$147,000
916	2003	BACKHOE/LOADER	7,408	2006 JOHN DEERE 310SG	\$119,000
916	2004	LOADER	8,600	2006 JOHN DEERE 544J	\$200,000
916	2005	TRAILER FLATBED	(off)	2006 EAGER BVR 10HDB-PT	\$21,500
916	2006	TRAILER FLATBED	(off)	2006 EAGER BVR 10HDB-PT	\$21,500
916	2007	TRAILER FLATBED	(off)	2006 EAGER BVR 10HDB-PT	\$21,500
916	2009	SKID STEER LOADER	1,754	2006 VOLVO MC90B	\$60,000
916	2090	BACKHOE/LOADER	3,541	2012 VOLVO BL70B	\$119,000
916	2092	BACKHOE/LOADER	5,011	2012 VOLVO BL70B	\$119,000
916	5029	VACCUM JET RODDER C	9,137	2008 STERLING LT8500	\$453,000
916	9005	3 TON DUMP	106,140	2007 FORD F-650	\$97,000
916	9006	3 TON DUMP	87,100	2007 FORD F-650	\$97,000
916	9007	3 TON DUMP	75,888	2007 FORD F-650	\$97,000
916	9009	3 TON WATER TANKER	76,942	1991 GMC T7500	\$143,000
916	NEW	5 TON DUMP			\$150,000
916	NEW	5 TON DUMP			\$150,000
916	NEW	ATTENUATOR			\$147,000
<b>ESTIMATED TOTAL EQUIPMENT COST</b>					<b>\$3,279,000</b>
<b>Estimated Total Vehicle and Equipment Cost</b>					<b>\$ 4,507,500</b>
<b>Less: Estimated Trade-in Value</b>					<b>\$ -</b>
<b>Net Cost to FY 2021-2022 Budget</b>					<b>\$ 4,507,500</b>

# Administration

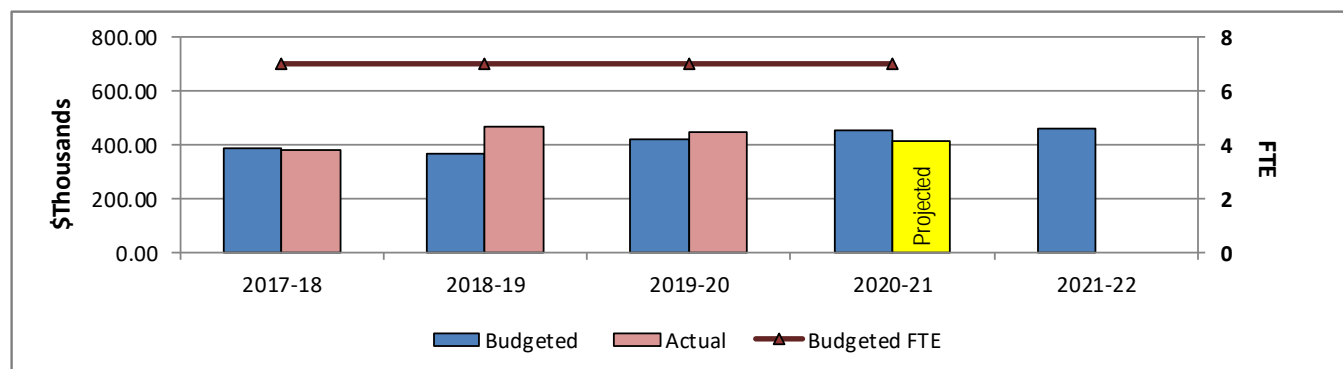


**100 PUBLIC SERVICE BOARD**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
7400	<u>PERSONNEL SERVICES</u>				
	Meeting Fees	760	2,500	2,000	2,500
	TOTAL PERSONNEL SERVICES (LOADED)	760	2,500	2,000	2,500
7100 7260 7700 7720 7730 7780 7790	<u>MISCELLANEOUS</u>				
	Rent	29,160	27,960	27,960	27,500
	Expense of Supervisor & Employees	9,305	5,000	2,000	2,000
	Insurance	42,120	43,920	43,920	55,600
	Professional Services	351,485	372,500	332,665	372,500
	Special Services	2,978	400	2,915	400
	Miscellaneous Expense	580	1,220	290	1,000
	Software/Hardware Expense	6,666	500	500	500
	TOTAL MISCELLANEOUS	442,293	451,500	410,250	459,500
	TOTAL - ALL ACCOUNTS	443,053	454,000	412,250	462,000

**BUDGETED TO ACTUAL AND BUDGETED PERSONNEL**

**100 PUBLIC SERVICE BOARD**

## ADMINISTRATION

**FUNCTION:**

The function of the Public Service Board is to direct the management and operation of the El Paso Water Utilities by establishing policies and regulations, and by adopting goals and budgets for management to follow in the administration and operation of the system.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2021-21 PROJECTED	FY 2021-22 GOAL
Operational efficiencies implemented	Increase Customer Satisfaction & Confidence	-Decrease customer call wait time	Decrease customer call wait time	Decrease customer call wait time	Decrease customer call wait time
	Improve Infrastructure	-Increase pace of Rehabilitation & Replacement of aging infrastructure	- Increase pace of Rehabilitation & Replacement of aging infrastructure	- Increase pace of Rehabilitation & Replacement of aging infrastructure	- Increase pace of Rehabilitation & Replacement of aging infrastructure
	Improve Succession Planning	-Continued with the next phase of organizational development	-Continued with the next phase of organizational development	-Continued with the next phase of organizational development	-Continued with the next phase of organizational development
	Improve Land and Water Management	-Continued to identify existing land resources not being utilized and promote the marketing of such lands	-Continued to identify existing land resources not being utilized and promote the marketing of such lands	-Continued to identify existing land resources not being utilized and promote the marketing of such lands	-Continued to identify existing land resources not being utilized and promote the marketing of such lands

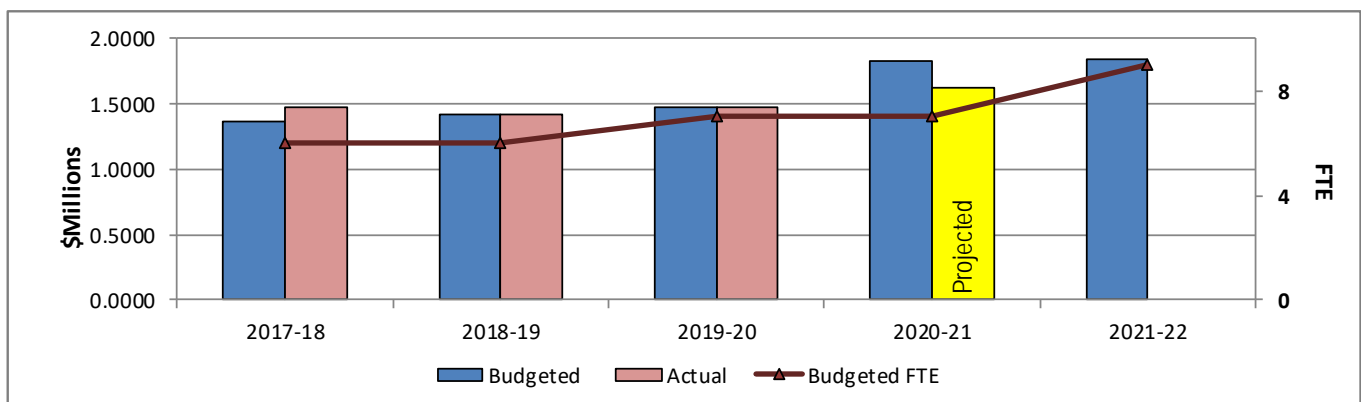
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Chairman	NC	1	1	1	1
Vice Chairman	NC	1	1	1	1
Secretary-Treasurer	NC	1	1	1	1
Mayor, City of El Paso	NC	1	1	1	1
Member	NC	3	3	3	3
<b>Total Personnel</b>		<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

**105 EXECUTIVE SERVICES**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	1,269,122	1,526,000	1,346,445	1,586,000
7750	Worker's Compensation	8,226	-	-	-
	<u>TOTAL PERSONNEL SERVICES (LOADED)</u>	1,277,348	1,526,000	1,346,445	1,586,000
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	4,073	8,000	2,351	4,000
7740	Rental of Equipment	10,890	15,000	11,558	3,200
	<u>TOTAL MATERIALS &amp; SUPPLIES</u>	14,963	23,000	13,909	7,200
	<u>MAINTENANCE</u>				
7680	Communication Equipment	5,564	6,500	5,843	5,900
	<u>TOTAL MAINTENANCE</u>	5,564	6,500	5,843	5,900
	<u>MISCELLANEOUS</u>				
7100	Rent	63,720	56,880	56,880	57,400
7120	Transportation	15,042	15,000	15,000	15,000
7260	Expense of Supervisor & Employees	64,336	75,000	60,000	50,000
7700	Insurance	10,920	11,280	11,280	14,300
7720	Professional Services	1,250	100,000	73,850	100,000
7780	Miscellaneous Expense	179	2,190	45	500
7790	Software/Hardware Expense	21,650	17,150	35,973	3,700
	<u>TOTAL MISCELLANEOUS</u>	177,097	277,500	253,028	240,900
	<u>TOTAL - ALL ACCOUNTS</u>	1,474,971	1,833,000	1,619,225	1,840,000

**BUDGETED TO ACTUAL AND BUDGETED PERSONNEL**



**105 EXECUTIVE SERVICES**

## ADMINISTRATION

**FUNCTION:**

The office of the President and CEO is responsible to the Public Service Board for the management and general supervision of the Utility in accordance with the rules, regulations, and policies adopted by the Board. It provides the Public Service Board with information and reports on operations and needs of the Utility to assist the Board in making decisions and establishing policy.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Percent under/(over) approved operating budget	Strengthen Financial Viability	2.9%	2.2%	4.8%	5.0%
Gallons per capita per day	Improve Land & Water Management	128	125	134	130
Total FTE's per 1,000 water service customers	Improve Efficiency	3.97	4.00	4.26	4.22
System reliability (hours available vs. total hours)	Increase Customer Satisfaction & Confidence	>99.99%	>99.99%	>99.99%	>99.99%
Debt Service Coverage	Strengthen Financial Viability	2.22	2.21	2.57	2.31

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
President/CEO	NC	1	1	1	1
Vice President Operations & Technical Services	NC	1	1	1	1
Vice President Strategic, Financial & Management Services	NC	1	1	1	1
Utility Innovation Engineer	EX4	1	1	0	1
Performance Systems Administrator	134	1	1	1	1
Functional Systems Analyst <sup>2</sup>	132	0	2	0	2
Executive Secretary <sup>1</sup>	55	1	1	1	1
Senior Office Assistant	45	1	1	0	1
<b>Total Personnel</b>		<b>7</b>	<b>9</b>	<b>5</b>	<b>9</b>

<sup>1</sup>FY2019-20 Executive Secretary reclassified from a GS54 to GS55 per Fair Labor Standards Act as of January 1, 2020

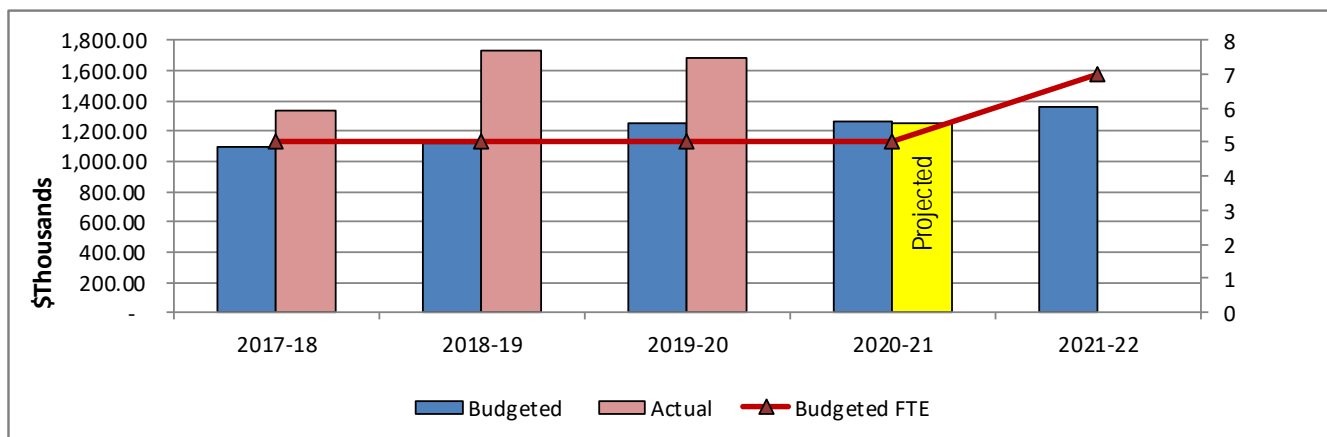
<sup>2</sup>FY2020-21 Add two Functional Systems Analyst per Issue Paper

**110 LEGAL SERVICES**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b><u>PERSONNEL SERVICES</u></b>				
7020	O & M Salaries and Wages	705,481	716,000	702,075	893,000
7750	Worker's Compensation	38	-	-	-
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>705,518</b>	<b>716,000</b>	<b>702,075</b>	<b>893,000</b>
	<b><u>MATERIALS &amp; SUPPLIES</u></b>				
7560	Office Supplies & Printing	2,243	2,500	2,189	3,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,243</b>	<b>2,500</b>	<b>2,189</b>	<b>3,000</b>
	<b><u>MAINTENANCE</u></b>				
7680	Communication Equipment	3,176	3,600	3,170	4,800
	<b>TOTAL MAINTENANCE</b>	<b>3,176</b>	<b>3,600</b>	<b>3,170</b>	<b>4,800</b>
	<b><u>MISCELLANEOUS</u></b>				
7100	Rent	24,000	23,040	23,040	22,600
7120	Transportation	4,531	4,000	4,710	4,700
7260	Expense of Supervisor & Employees	7,638	10,560	5,109	13,000
7270	Law Library	4,630	5,000	5,099	5,000
7720	Professional Services	928,373	500,000	500,000	400,000
7730	Special Services	5,869	2,200	5,739	2,200
7780	Miscellaneous Expense	616	800	481	400
7790	Software/Hardware Expense	856	300	473	4,300
	<b>TOTAL MISCELLANEOUS</b>	<b>976,513</b>	<b>545,900</b>	<b>544,652</b>	<b>452,200</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>1,687,450</b>	<b>1,268,000</b>	<b>1,252,085</b>	<b>1,353,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**110 LEGAL SERVICES**

## ADMINISTRATION

**FUNCTION:**

Provide high quality, ethical, professional and competent in-house legal support to the Public Service Board (PSB), the President/CEO, Executive Management and staff, and manage outside legal counsel's work in a manner that promotes the Utility's strategic goals. The range of legal services includes general legal counsel, municipal procurement, litigation management, representation in federal and state courts, labor and employment, real estate, intergovernmental contracts, resolutions, rules and regulations, general transactional, construction and professional services contracts, legal research, legal opinions, advising on best legal practices, and promptly processing open records requests in accordance with all applicable laws.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Provide training to sections on procurement, open government, and employment issues	Improve Knowledge, Skills & Abilities	Ongoing training as necessary and requested	Ongoing training; Suggest/ Identify new subject matter training	Ongoing training and identification of new subject matters for training.	Identify and host at least 2 trainings for Utility employees.
Aggressively address lawsuits and claims through resolution, settlement or trial so that no backlog of potential liability is created	Improve Efficiency	Resolution of 4 lawsuits and various claims	Resolution of 4 or more lawsuits and various claims	Resolution of 7 lawsuits and claims	Resolution of 5 or more lawsuits and claims with focus on early resolution.
Develop Leadership Succession	Improve Succession Planning	All employees to participate in new training opportunities and mentoring	All employees to participate in new training opportunities and mentoring	Effective and steady transition of leadership succession occurred. Provided new opportunities for internal members.	Provide training opportunities for legal staff to increase their knowledge and skills. Recruit a Deputy General Counsel.
Provide timely legal services to board and sections	Improve Customer Satisfaction & Confidence	Increased timely legal services to board and sections; new Assistant General Counsels	Increased timely legal services to board and sections through continuity and increased knowledge	Ensured continuity of legal support to the Utility during three office staffing transitions.	Recruit additional legal staff support to increase the timely provision of legal services to board, executive management and sections.

**110 LEGAL SERVICES**

## ADMINISTRATION

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
General Counsel	NC	1	1	1	1
Deputy General Counsel <sup>1</sup>	NC	0	0	0	1
Assistant General Counsel	NC	2	2	1	2
Junior Assistant General Counsel <sup>2</sup>	NC	0	0	0	1
Paralegal	123	1	1	1	1
Legal/Contract Secretary	51	1	1	1	1
<b>Total Personnel</b>		<b>5</b>	<b>5</b>	<b>4</b>	<b>7</b>

<sup>1</sup>FY2021-22 One Deputy General Counsel added per Issue Paper

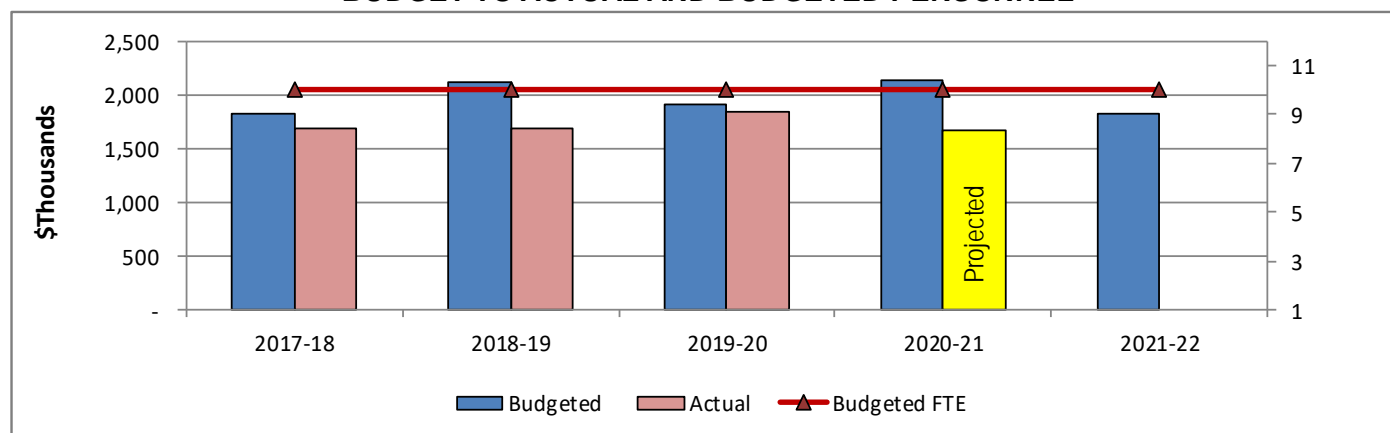
<sup>2</sup>FY2021-22 One Junior Assistant General Counsel added per Issue Paper

**115 COMMUNICATION & GOVERNMENT AFFAIRS**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	971,591	1,049,000	948,727	1,071,000
7750	Worker's Compensation	1,514	-	-	-
	TOTAL PERSONNEL SERVICES (LOADED)	973,104	1,049,000	948,727	1,071,000
	<u>MATERIALS &amp; SUPPLIES</u>				
7550	Public Affairs Expense	331,058	451,000	248,339	40,000
7560	Office Supplies & Printing	12,642	15,500	12,031	15,000
7740	Rental/Lease of Equipment	2,090	2,300	2,609	1,500
	TOTAL MATERIALS & SUPPLIES	345,790	468,800	262,979	56,500
	<u>MAINTENANCE</u>				
7680	Communication Equipment	5,564	6,300	5,562	5,700
	TOTAL MAINTENANCE	5,564	6,300	5,562	5,700
	<u>MISCELLANEOUS</u>				
7100	Rent	40,200	35,760	35,760	35,700
7120	Transportation	4,822	5,000	5,048	5,000
7260	Expense of Supervisor & Employees	44,742	95,000	10,000	25,000
7420	Postage	65	500	44	500
7720	Professional Services	418,973	444,000	397,227	600,000
7730	Special Services	-	20,000	-	25,000
7780	Miscellaneous Expense	11	740	200	100
7790	Software/Hardware Expense	3,264	10,900	5,007	2,500
	TOTAL MISCELLANEOUS	512,076	611,900	453,286	693,800
	TOTAL - ALL ACCOUNTS	1,836,534	2,136,000	1,670,554	1,827,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**115 COMMUNICATION & GOVERNMENT AFFAIRS**

## ADMINISTRATION

**FUNCTION:**

Responsible for enhancing the reputation of the utility and building trust with customers, elected officials, employees and other stakeholders. We develop and implement communications and government affairs strategies and tactics to support strategic objectives. Programs may include: public service campaigns, media relations, community relations, issue management, crisis communication, and branding, digital presence (web/videos/social media), and employee communication. Government relations initiatives may include monitoring legislative and regulatory developments; representing and advocating on behalf of the utility before key local, state and federal government officials or agencies; applying for grants; and working with key state and federal government agencies to secure various types of funding.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Federal and state funding (grants + U.S. Army Corps of Engineers federal funding)	Strengthen Stakeholder Partnerships/ Strengthen Financial Viability	\$19 M	\$5.6 M	\$4.2	\$6.0
Formal collaborations with stakeholder organizations	Strengthen Stakeholder Partnerships	23	34	26	32
Communication product output (external)	Improve Communications (Internal/External)	168	179	136	175
Communication product output (internal – WaterNet/WaterWire stories)		70	175	200	180
Positive news mentions in the media		481	581	550	560
Social media engagement (FB, Twitter, Instagram followers)		9380	11268	15,170	16,830
Website visits (monthly average)		128,918	160,989	190,000	225,000
Customers (subscribers) reached directly by e-communications (On the Waterfront, Pipeline)	Increase Customer Satisfaction & Confidence	1298	897	950	1050

**115 COMMUNICATION & GOVERNMENT AFFAIRS**

## ADMINISTRATION

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Chief Communications & Government Affairs Officer	EX1	1	1	1	1
Government Affairs Manager	EX4	1	1	1	1
Marketing & Communications Manager	EX4	1	1	1	1
Legislative Liaison <sup>2</sup>	132	1	1	1	1
Intergovernmental Affairs Coordinator <sup>2</sup>	132	0	0	0	0
Public Affairs Officer <sup>3</sup>	132	1	1	0	1
Computer Media Specialist	128	1	1	1	1
Lead Public Affairs Coordinator <sup>3</sup>	127	1	1	1	1
Utility Public Information Coordinator	125	1	1	1	1
Research Assistant <sup>1</sup>	122	1	1	1	1
Senior Office Assistant	45	1	1	0	1
<b>Total Personnel</b>		<b>10</b>	<b>10</b>	<b>8</b>	<b>10</b>

<sup>1</sup>FY2019-20 Add one Research Assistant per Issue Paper

<sup>2</sup>FY2019-20 Change title for Intergovernmental Affairs Coordinator to Legislative Liaison per City Human Resources

<sup>3</sup>FY2019-20 One Lead Public Affairs Coordinator deleted and one Public Affairs Officer added per HR off cycle budget staffing change request

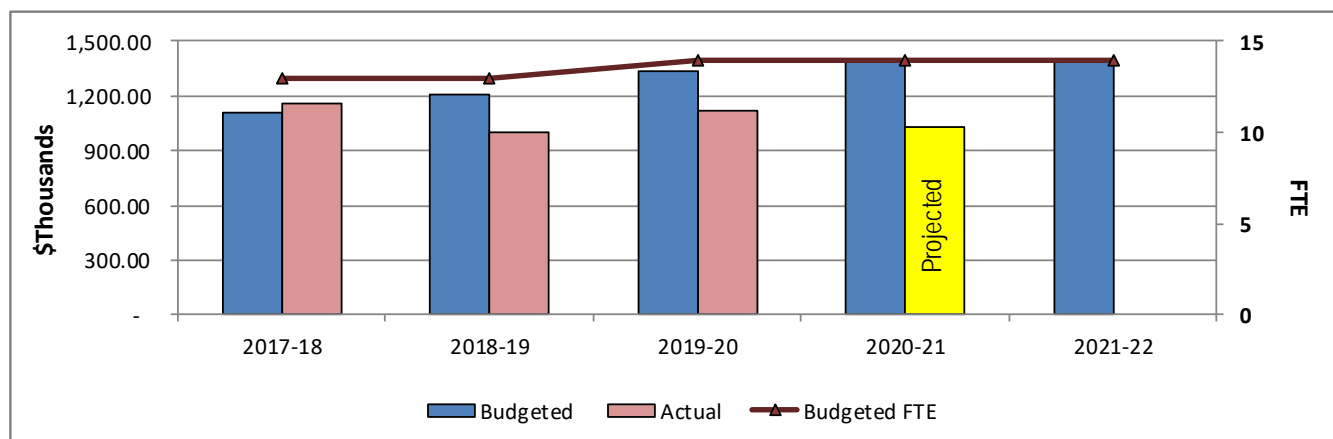


**120 HUMAN RESOURCES & RISK MANAGEMENT**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	916,570	971,000	893,438	987,000
7750	Worker's Compensation	5,016	2,400	4,160	1,800
	TOTAL PERSONNEL SERVICES (LOADED)	921,587	973,400	897,599	988,800
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	7,764	6,000	8,971	9,000
7740	Rental of Equipment	7,817	9,900	9,016	2,700
	TOTAL MATERIALS & SUPPLIES	15,581	15,900	17,987	11,700
	<u>MAINTENANCE</u>				
7680	Communication Equipment	5,316	6,600	5,223	6,200
	TOTAL MAINTENANCE	5,316	6,600	5,223	6,200
	<u>MISCELLANEOUS</u>				
7100	Rent	37,200	35,760	35,760	35,000
7120	Transportation	3,782	7,500	4,780	7,500
7260	Expense of Supervisor & Employees	56,551	88,000	35,000	60,000
7640	Uniforms	-	800	316	800
7720	Professional Services	74,994	250,000	29,311	220,000
7730	Special Services	670	900	551	50,800
7780	Miscellaneous Expense	930	2,240	621	3,300
7790	Software/Hardware Expense	1,772	1,900	1,767	1,900
	TOTAL MISCELLANEOUS	175,899	387,100	108,106	379,300
	TOTAL - ALL ACCOUNTS	1,118,383	1,383,000	1,028,914	1,386,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**120 HUMAN RESOURCES & RISK MANAGEMENT**

## ADMINISTRATION

**FUNCTION:**

Provide administrative support and policy guidance in the areas of recruitment, payroll, organizational development and training, classification and compensation, employee relations and worker's compensation. Develop and monitor cost-effective risk, accident and loss reduction programs. Administer the Utility's Safety Program, provide employee and management safety training, conduct incident investigation on property damage and occupational injuries in conjunction with supervisors and managers.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Employee Lost Day Rate: Reduction of Incidents	Improve Efficiency	1.13	1.60	1.48	1.33
Severity Rate: Reduction of Lost time days	Improve Efficiency	75.94	30.06	161.66	145.5
Decrease Preventable Motor Vehicle Accidents	Improve Efficiency	29	35	26	24
TCEQ Operator certifications attained with training classes provided by Human Resources	Improve Knowledge, Skills, & Abilities	62	69	66	73

<sup>(1)</sup> The first two benchmarks relate to workplace injuries or illness. The lower the numbers, the more favorable the rates become.

<sup>2</sup> Employee Lost Day Rate: Number of lost time injuries + fatalities x 200,000 divided by the total hours worked.

<sup>3</sup> Severity Rate: Number of days lost due to injury x 200,000 divided by the total hours worked.

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Human Resources Manager	EX4	1	1	1	1
Utility Human Resources Assistant Manager	134	1	1	1	1
Senior Human Resources Analyst <sup>1</sup>	128	2	2	2	2
Senior Safety Specialist	126	1	1	1	1
Training Specialist	126	1	1	1	1
Utility Claims Specialist	126	1	1	0	1
Human Resources Analyst <sup>1</sup>	125	1	1	1	1
Safety Specialist	124	2	2	2	2
Lead Human Resources Specialist	56	1	1	1	1
Human Resources Specialist	52	3	3	2	3
Senior Office Assistant	45	0	0	1	0
<b>Total Personnel</b>		<b>14</b>	<b>14</b>	<b>13</b>	<b>14</b>

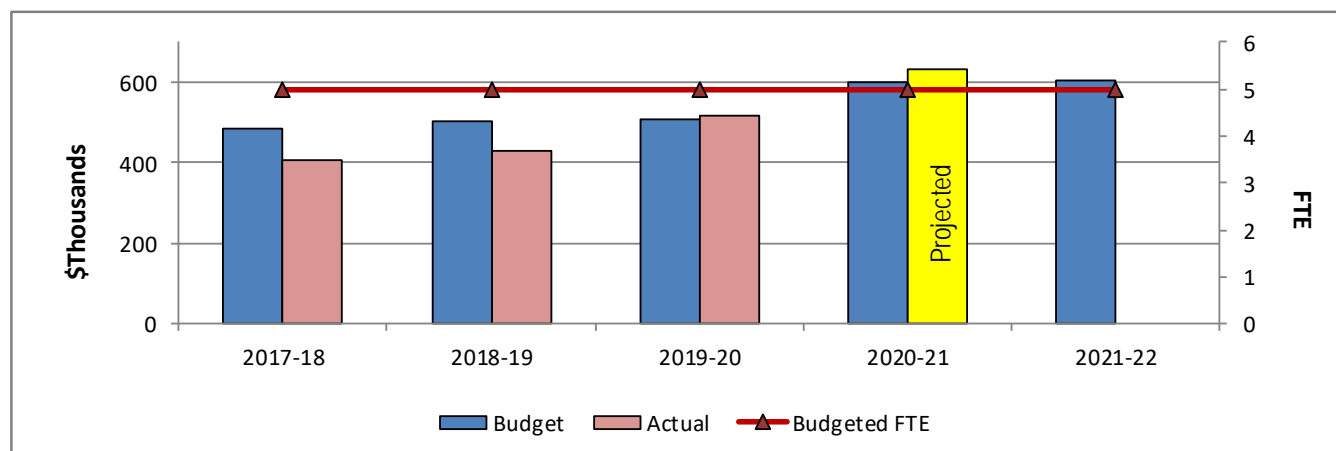
<sup>1</sup>FY2019-20 Upgrade Human Resources Analyst to Senior Human Resources Analyst per Issue Paper

**130 WATER RESOURCES**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	387,917	464,000	406,882	457,000
7750	Worker's Compensation	861	-	-	-
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>388,778</b>	<b>464,000</b>	<b>406,882</b>	<b>457,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	909	1,500	650	1,000
7620	Small Tools & Equipment	498	1,000	731	1,000
7740	Rental of Equipment	2,293	3,000	2,894	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,700</b>	<b>5,500</b>	<b>4,275</b>	<b>3,600</b>
	<b>MAINTENANCE</b>				
7680	Communication Equipment	3,175	3,800	3,246	3,900
7850	Maintenance of Equipment	491	1,000	139	-
	<b>TOTAL MAINTENANCE</b>	<b>3,665</b>	<b>4,800</b>	<b>3,385</b>	<b>3,900</b>
	<b>MISCELLANEOUS</b>				
7100	Rent	24,720	23,760	23,760	23,300
7120	Transportation	6,311	10,000	5,560	6,000
7260	Expense of Supervisor & Employees	8,548	10,060	2,500	5,000
7640	Uniforms	402	500	175	500
7720	Professional Services	70,591	50,000	180,000	100,000
7730	Special Services	11,717	28,400	5,957	400
7780	Miscellaneous Expense	37	380	4	200
7790	Software/Hardware Expense	1,011	4,600	51	5,100
	<b>TOTAL MISCELLANEOUS</b>	<b>123,337</b>	<b>127,700</b>	<b>218,006</b>	<b>140,500</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>519,481</b>	<b>602,000</b>	<b>632,548</b>	<b>605,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**130 WATER RESOURCES**

## ADMINISTRATION

**FUNCTION:**

Design and prepare specifications for water supply projects including desalination, well drilling, well equipping, and water resource investigations. Provide technical and administrative support to EPWater Operations in the Well Maintenance program. Responsible for TCEQ UIC reporting and compliance monitoring for concentrate disposal wells. Design and construct monitoring and injection wells; plan and supervise the well plugging as part of a wellhead protection program; determine future groundwater requirements and plan and execute a drilling program to fit future needs; develop and maintain groundwater models to help manage groundwater resources; maintain and update databases for hydro-geologic information to be provided to individual stakeholders; review and process applications for drilling wells in the City of El Paso; coordinate with other agencies including USGS, IBWC, TCEQ and TWDB in collecting and sharing hydrologic data. Provide technical and administrative support for EPWater's participation in Far West Texas Regional Water Planning. Prepare Far West Texas Water Plan (50-year plan) in accordance with TWDB requirements. Obtain TCEQ approval for new well construction; provide technical review and support of EPWater Engineering and other sections.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Well field capacity increases (MGD)	Improve Land & Water Management	0	13	0	7.5
Wells replaced/drilled	Improve Land & Water Management	6	0	6	0
Abandoned wells plugged (includes old abandoned wells plus redrills)	Improve Land & Water Management	8	5	5	5
Wells equipped	Improve Land & Water Management	0	13	0	6

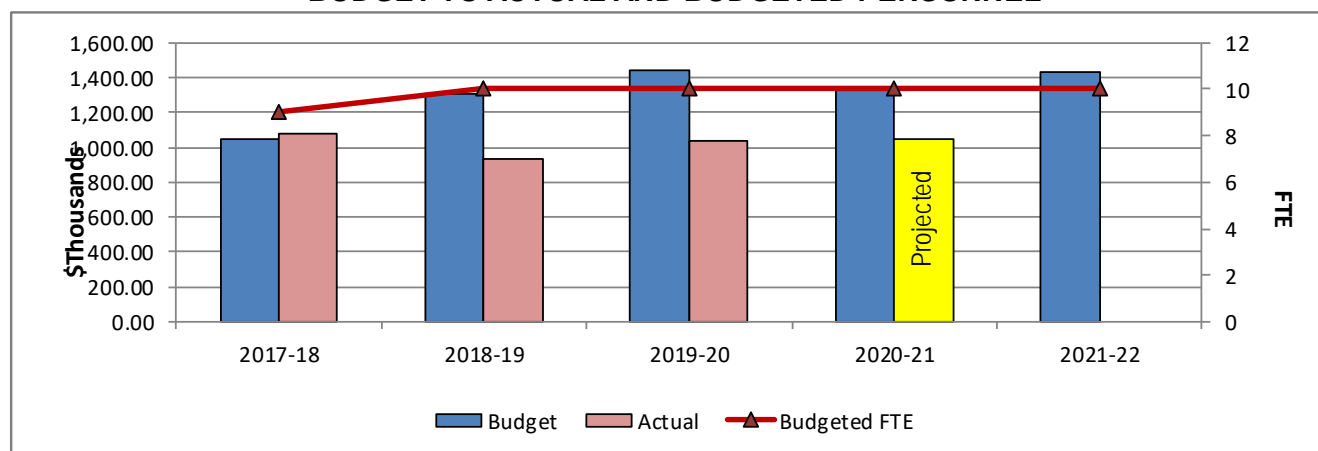
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Water Resources Manager	EX3	1	1	1	1
Civil Engineer	132	1	1	0	1
Hydrogeologist	131	1	1	1	1
Associate Hydrogeologist	126	1	1	1	1
Senior Planning Technician	46	1	1	0	1
<b>Total Personnel</b>		<b>5</b>	<b>5</b>	<b>3</b>	<b>5</b>

**140 LAND MANAGEMENT**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
<b>PERSONNEL SERVICES</b>					
7020	O & M Salaries and Wages	630,545	718,000	655,284	719,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	630,545	718,000	655,284	719,000
<b>MATERIALS &amp; SUPPLIES</b>					
7560	Office Supplies & Printing	2,341	3,000	2,959	3,000
7740	Rental of Equipment	7,371	6,400	6,626	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	9,712	9,400	9,585	4,600
<b>MAINTENANCE</b>					
7090	Water Rights Land Expense	87,929	120,000	92,955	95,000
7680	Communication Equipment	1,682	2,000	1,667	1,700
7930	Maintenance of Structure & Improvements	50,002	55,000	57,720	55,000
	<b>TOTAL MAINTENANCE</b>	139,613	177,000	152,342	151,700
<b>MISCELLANEOUS</b>					
7100	Rent	26,640	19,440	19,440	19,000
7120	Transportation	3,678	3,000	2,464	3,000
7260	Expense of Supervisor & Employees	4,432	10,200	4,677	5,000
7420	Postage	999	1,500	1,069	1,500
7700	Insurance	5,520	5,760	5,760	7,200
7720	Professional Services	188,488	300,000	167,803	350,000
7730	Special Services	22,010	59,760	16,191	148,900
7780	Miscellaneous Expense	568	1,540	1,005	700
7790	Software/Hardware Expense	2,726	21,400	15,813	24,400
	<b>TOTAL MISCELLANEOUS</b>	255,061	422,600	234,222	559,700
	<b>TOTAL - ALL ACCOUNTS</b>	1,034,930	1,327,000	1,051,433	1,435,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**140 LAND MANAGEMENT**

## ADMINISTRATION

**FUNCTION:**

Administer the real properties for EPWater, except those used directly as a part of system operation. Purchase land for stormwater, water rights purposes or other needs, and acquire rights-of-way required for system growth, improvements and water rights. Process the sale of selected land, perform property improvements, lease PSB properties, and coordinate land matters with other agencies. To effectively allow the Utility to determine a long-range plan of achievable goals, including sustainable development, obtaining necessary water rights for continued supply and growth, and initiate and conclude studies regarding water supply. Conduct landowner contacts, marketing efforts, and documentation preparations to acquire additional rights to surface water through irrigation district. Participate with the City of El Paso's Planning Department on zoning ordinance as required, and in implementing the City Comprehensive Plan. Provide in house EPWater expertise, review and participation for environmental assessments on EPWater and other local projects.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Lease revenue (water and sewer)	Strengthen Financial Viability	\$1,635,120.00	\$1,854,445.49	\$1,999,760.74	\$2,059,753.57
Lease revenue (Stormwater)	Strengthen Financial Viability	\$92,260.00	\$99,576.00	\$108,096.22	\$111,339.11
Lease revenue (Dell City Farm leases)	Strengthen Financial Viability	\$622,760.00	\$1,700,065.62	\$1,750,759.68	\$1,803,282.47
Existing Leased acres of water rights from owners within EPCWID #1 and LVWD	Improve Land & Water Management	9,872.63	9,908.76	9,885.38	9,920.30
Leased acres of new water rights (Includes LVWD)	Improve Land & Water Management	153.21	100.11	309.95	200.00
Number of Expired Water Rights Contracts Renewed Renewed/Expired	Improve Efficiency	233/337 69%	98/351 28%	122/395 31%	262/262 100%
Acres of new water rights acquired in Hudspeth County	Improve Land & Water Management	7,952	2,111	683	259

**140 LAND MANAGEMENT**

## ADMINISTRATION

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Real Estate Manager/Counsel <sup>2</sup>	NC	0	0	0	0
Utility Land & Water Rights Manager	EX3	1	1	1	1
Real Estate Manager <sup>2,3</sup>	134	2	2	2	2
Senior Land & Contract Administrator	132	1	1	1	1
Utility Planner <sup>3</sup>	126	0	0	0	0
Land & Contract Administrator <sup>1</sup>	126	2	2	2	2
Engineering Associate	126	1	1	1	1
GIS Specialist	124	1	1	1	1
Paralegal <sup>1</sup>	123	0	0	0	0
Real Estate Specialist	51	1	1	0	1
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>10</b>	<b>10</b>	<b>9</b>	<b>10</b>

<sup>1</sup>FY2019-20 Delete Paralegal and add one Land and Contract Administrator per Issue Paper

<sup>2</sup>FY2019-20 Delete Real Estate Manager/Counsel and add Real Estate Manager per Issue Paper

<sup>3</sup>FY2019-20 Delete Utility Planner and add one Real Estate Manager per Human Resources off cycle budget staffing change request

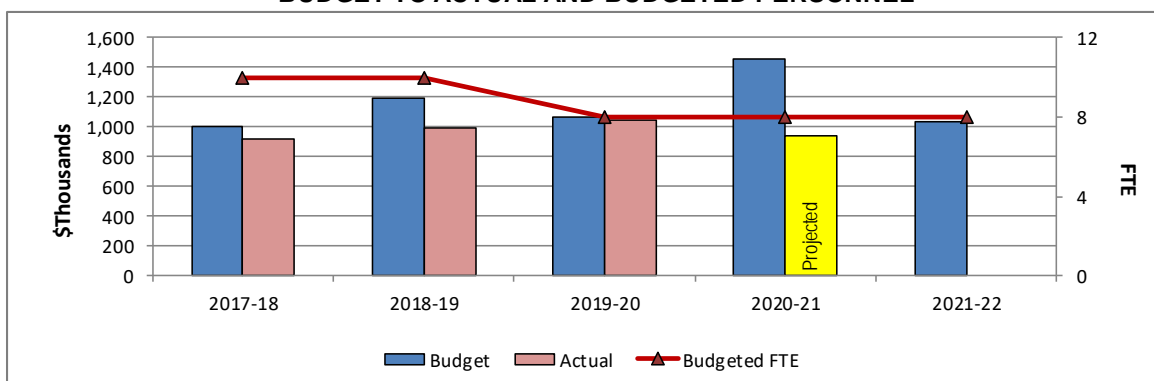


**150 TECH<sub>2</sub>O CENTER & WATER CONSERVATION**

## ADMINISTRATION

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
<b>PERSONNEL SERVICES</b>					
7020	O & M Salaries and Wages	390,850	446,000	402,870	450,000
7750	Worker's Compensation	25,067	600	21,580	600
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>415,917</b>	<b>446,600</b>	<b>424,450</b>	<b>450,600</b>
<b>MATERIALS &amp; SUPPLIES</b>					
7560	Office Supplies & Printing	4,840	3,500	2,095	3,500
7740	Rental/Lease of Equipment	4,146	3,500	4,239	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>8,986</b>	<b>7,000</b>	<b>6,333</b>	<b>5,200</b>
<b>MAINTENANCE</b>					
7380	Landscaping	135	20,000	1,786	5,000
7660	Building Services	115,762	112,320	94,782	111,200
7680	Communication Equipment	3,748	4,600	4,083	5,000
	<b>TOTAL MAINTENANCE</b>	<b>119,645</b>	<b>136,920</b>	<b>100,652</b>	<b>121,200</b>
<b>UTILITIES</b>					
7060	Electricity Expense	31,645	35,000	31,038	35,000
7710	Natural Gas Expense	4,806	5,500	4,943	5,500
7760	Utilities	13,684	13,500	13,751	13,500
	<b>TOTAL UTILITIES</b>	<b>50,135</b>	<b>54,000</b>	<b>49,732</b>	<b>54,000</b>
<b>MISCELLANEOUS</b>					
7070	Public Service Board Grants	130,000	100,000	89,097	50,000
7110	Water Conservation Expense	107,797	480,400	36,343	160,000
7120	Transportation	7,303	16,000	14,417	16,000
7260	Expense of Supervisor & Employees	19,018	18,000	4,000	9,000
7320	Lease of Land	32,800	32,800	32,800	32,800
7640	Uniforms	473	1,000	592	1,000
7700	Insurance	3,120	3,240	3,240	4,000
7720	Professional Services	92,707	91,320	140,228	99,400
7730	Special Services	480	24,000	-	-
7770	Security	16,163	20,100	22,700	20,100
7780	Miscellaneous Expense	2,700	1,171	1,224	1,200
7790	Software/Hardware Expense	39,408	19,449	18,234	7,500
	<b>TOTAL MISCELLANEOUS</b>	<b>451,969</b>	<b>807,480</b>	<b>362,876</b>	<b>401,000</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>1,046,652</b>	<b>1,452,000</b>	<b>944,042</b>	<b>1,032,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

# 150 TECH<sub>2</sub>O CENTER & WATER CONSERVATION

## ADMINISTRATION

### FUNCTION:

Promote an understanding of the importance of water conservation and an appreciation for total water management among customer and next generation customers. Develop and implement educational and public information programs to increase awareness of regional water issues in the Chihuahuan desert region and the actions we all can take to conserve water. Serve as a liaison with the Texas Water Development Board (TWDB) on conservation issues and ensure that the utility develops and submits our five-year Conservation Plan to TWDB. Track the TWDB's best management practices, assess opportunities for continued improvement in conservation practices, and take actions consistent with utility strategy. Provide a venue for researchers, thought leaders and other stakeholders to explore issues of drought, water resource management and water conservation.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Customer Outreach					
Workshops & Lectures – #events/#attendees (Water Smart workshops and lecture series)	Increase Customer Satisfaction & Confidence	5/160	6/100	0	4/100
Community Event Participation – #events/#participants (booths, activities, speakers)		31/3,504	30/3,000	0	5
ICI* outreach, site surveys (audits/visits/reports)		145	77	5	25
Certified Water Partners per year.		29	28	1	5
Customer assisted – CARES Act funding (Residential/commercial)				1,863/44	0
Customer inquiries/outreach (Mostly ICI accounts)					50
Education / Outreach					
Teachers/educator workshops – Virtual (#events/#attendees)	Strengthen Stakeholder Partnerships	6/110	7/150	1/5	2/20
Field trips (#events/#attendees)		92/4,216	90/4,000	0	0
School presentations -Virtual (#events/#attendees)		80/4,223	85/4,000	0	8/200

# 150 TECH<sub>2</sub>O CENTER & WATER CONSERVATION

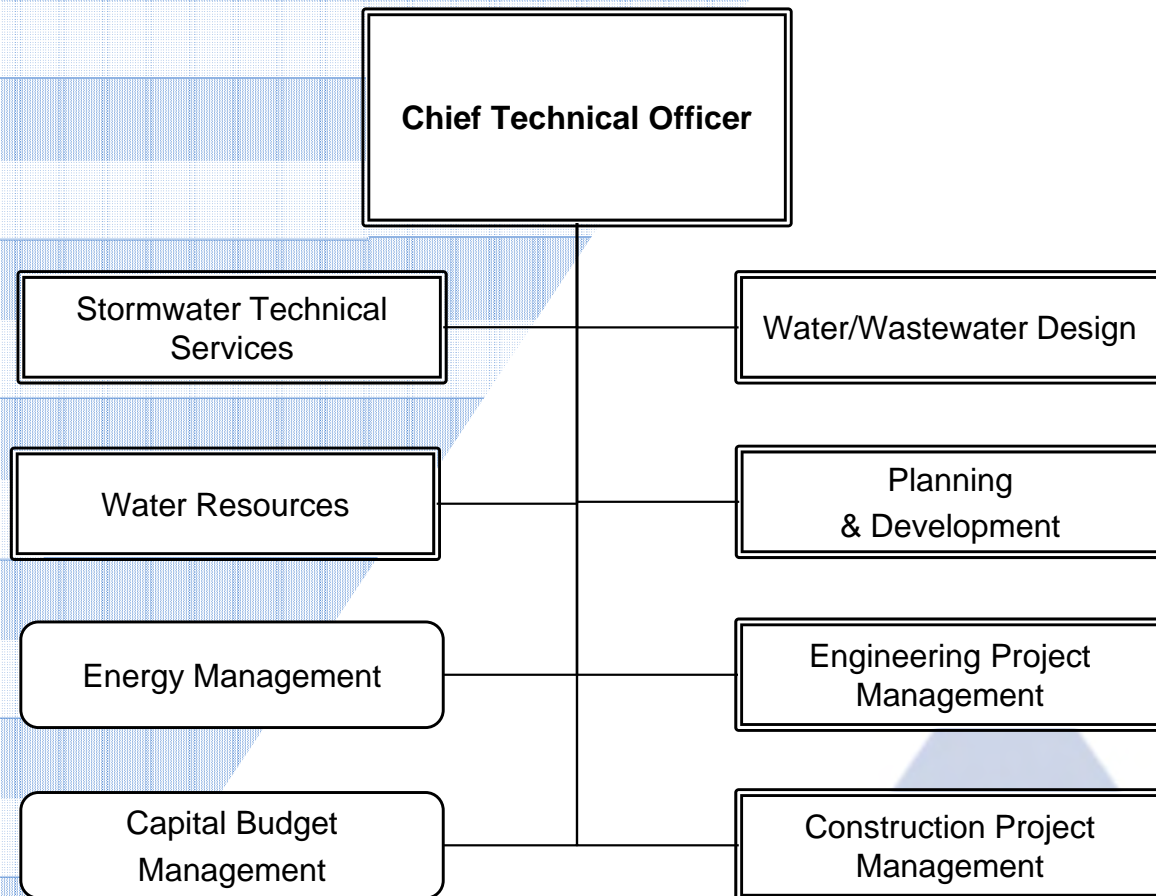
## ADMINISTRATION

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
TechH <sub>2</sub> O Signature events (#events/#attendees)		4/1,138	2/1,000	0	1
Virtual education tools created/added to the website (Willie videos – El Paso Water and Science Series)				35*	20
Volunteer Program # volunteers/# hours		56/1,257	55/1,200	69/47	70/50
Conservation Communication					
Conservation Messages (social media, press releases and newsletters)	Improve Land & Water Management	220	165	272	280
Website Visits (Conservation, TechH <sub>2</sub> O and DesertBlooms Sites.)		40,288	48,965	33,161	40,000
GPCD (gallons per capita per day)**		128	125	134	126-127

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Water Conservation/TecH <sub>2</sub> O Manager	EX5	1	1	1	1
Water Conservation Specialist	124	2	2	2	2
Code Compliance Inspectors <sup>1</sup>	51	0	0	0	0
Water Conservation Technician	49	3	3	2	3
Facilities Maintenance Worker	47	1	1	1	1
Customer Relations Clerk	45	1	1	1	1
<b>Total Personnel</b>		<b>8</b>	<b>8</b>	<b>7</b>	<b>8</b>

<sup>1</sup>FY2019-20 Transfer two Code Compliance Inspectors to section 520 per Issue Paper

## Technical Services



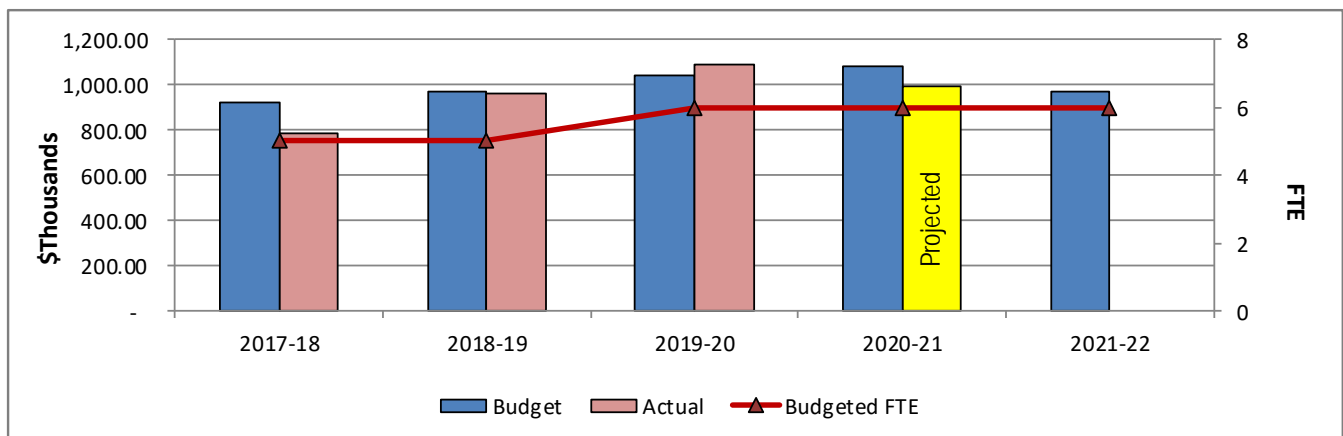
**310 TECHNICAL SERVICES**

## TECHNICAL SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	865,137	868,000	817,433	872,000
7750	Worker's Compensation	996	-	11	-
	TOTAL PERSONNEL SERVICES (LOADED)	866,133	868,000	817,444	872,000
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	3,919	3,000	2,479	3,000
	TOTAL MATERIALS & SUPPLIES	3,919	3,000	2,479	3,000
	<u>MAINTENANCE</u>				
7680	Communication Equipment	6,263	7,600	5,721	5,800
	TOTAL MAINTENANCE	6,263	7,600	5,721	5,800
	<u>MISCELLANEOUS</u>				
7100	Rent	13,800	17,280	17,280	16,900
7120	Transportation	10,551	10,000	13,920	14,000
7260	Expense of Supervisor & Employees	23,119	39,760	10,000	25,000
7720	Professional Services	157,538	100,000	118,094	-
7730	Special Services	-	25,600	1,282	20,700
7780	Miscellaneous Expense	1,218	2,260	1,516	1,400
7790	Software/Hardware Expense	4,804	5,500	6,649	12,200
	TOTAL MISCELLANEOUS	211,030	200,400	168,741	90,200
	TOTAL - ALL ACCOUNTS	1,087,345	1,079,000	994,385	971,000

**TECHNICAL SERVICES  
BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**310 TECHNICAL SERVICES**

## TECHNICAL SERVICES

**FUNCTION:**

Administer all functions within the Technical Services Division, including engineering, planning and development, project management, and construction management for water, wastewater, reclaimed water and stormwater projects. The Technical Services Division ensures that the Utility's short and long term goals are implemented as effectively while ensuring accountability, accuracy and customer satisfaction.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Percent of annual Capital Improvement Program budget spent, without Land Management (water, wastewater, stormwater)	Strengthen Financial Viability, Improve Efficiency	66%	72%	47%	70%
Miles of water mains installed, replaced or rehabilitated	Improve Infrastructure	46.3	34	28	50
Miles of sanitary sewer mains installed, replaced or rehabilitated	Improve Infrastructure	34.7	40	22	40

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Chief Technical Officer	EX2	1	1	1	1
Senior Technical Advisor <sup>1</sup>	EX3	1	1	1	0
Capital Improvement Program Manager	EX3	1	1	1	1
Energy Management Coordinator	EX4	1	1	1	1
Utility Lead Architect <sup>1</sup>	EX5	0	0	0	1
Construction Superintendent	134	1	1	1	1
Engineering Program Administrator	129	1	1	1	1
<b>Total Personnel</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

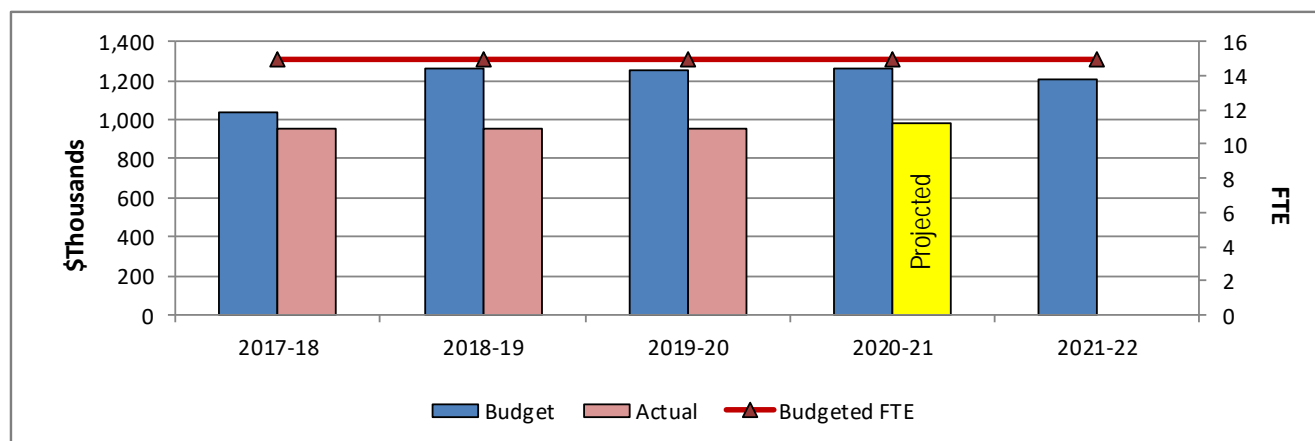
<sup>1</sup>FY2021-22 Delete Senior Technical Advisor and add Utility Lead Architect per Issue Paper

**315 WATER & WASTEWATER DESIGN**

## TECHNICAL SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	770,175	963,000	827,298	973,000
7750	Worker's Compensation	20,041	20,000	5,512	5,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>790,216</b>	<b>983,000</b>	<b>832,809</b>	<b>978,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	10,412	4,000	3,197	4,000
7740	Rental of Equipment	5,514	5,600	8,468	6,900
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>15,926</b>	<b>9,600</b>	<b>11,664</b>	<b>10,900</b>
	<b>MAINTENANCE</b>				
7680	Communication Equipment	2,995	3,500	3,521	4,400
	<b>TOTAL MAINTENANCE</b>	<b>2,995</b>	<b>3,500</b>	<b>3,521</b>	<b>4,400</b>
	<b>MISCELLANEOUS</b>				
7100	Rent	52,560	50,400	50,400	49,400
7120	Transportation	2,930	3,000	4,080	4,000
7260	Expense of Supervisor & Employees	18,809	18,620	3,000	8,100
7640	Uniforms	165	450	170	400
7720	Professional Services	39,890	150,000	48,071	100,000
7730	Special Services	149	20,800	12,840	26,200
7780	Miscellaneous Expense	135	1,630	208	1,000
7790	Software/Hardware Expense	28,621	24,000	18,669	20,600
	<b>TOTAL MISCELLANEOUS</b>	<b>143,258</b>	<b>268,900</b>	<b>137,438</b>	<b>209,700</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>952,395</b>	<b>1,265,000</b>	<b>985,433</b>	<b>1,203,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**315 WATER & WASTEWATER DESIGN**

## TECHNICAL SERVICES

**FUNCTION:**

Design, coordinate, and manage in-house engineering projects and studies with other divisions of the Utility, private consulting engineers, the City of El Paso, Texas Department of Transportation (TXDOT), U.S. Army Corps of Engineers and other utilities and agencies. Provide support to management of graphical presentations. Maintain record administration and provide support for new installations (water and sewer designs for subdivisions, extensions, and relocations). Enforce policies for engineering practices and design.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Major water and sanitary sewer designs for In House, City of El Paso and TXDOT projects.	Improve Customer Satisfaction & Confidence	35	42	55	35
Improve Records Management and Maintenance. (Records are updated and readily accessible)	Improve Customer Satisfaction & Improve Efficiency	251	360	109	100
Projects Out for Construction (CIP-Water-40001,40002,40003 Sewer- 40062,40063,40064)	Improve Customer Satisfaction & Confidence, Improve Efficiency	95%	100%	90%	90%

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Engineering Division Manager	EX4	1	1	1	1
Utility Engineer	132	1	1	0	1
Civil Engineer	132	1	1	0	1
Utility Engineer Associate	128	1	1	2	1
Engineering Associate <sup>1</sup>	126	2	2	2	2
Engineering Lead Technician	56	2	2	2	2
Engineering Senior Technician	54	3	3	3	3
Computer Aided Design Drafting Technician <sup>2</sup>	52	2	2	2	3
Engineering Technician <sup>1,2</sup>	51	2	2	0	1
Engineering Aide	46	0	0	0	0
<b>Total Personnel</b>		<b>15</b>	<b>15</b>	<b>12</b>	<b>15</b>

<sup>1</sup>FY2019-20 Upgrade two Engineering Technicians to Engineer Associates per Issue Paper

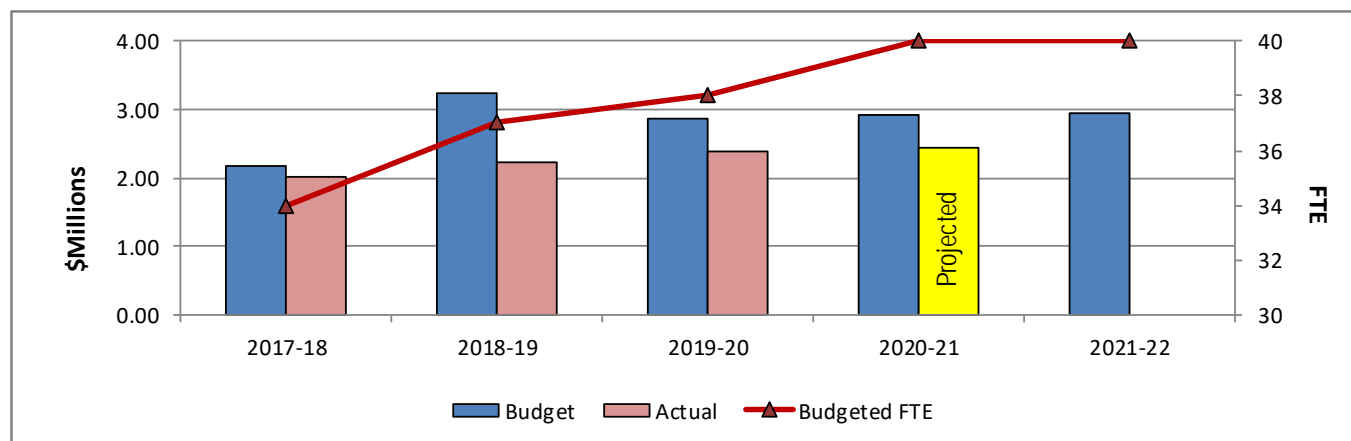
<sup>2</sup>FY2021-22 Upgrade one Engineering Technician to Computer Aided Design Drafting Technician per Issue Paper

**320 PLANNING & DEVELOPMENT**

## TECHNICAL SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	2,050,080	2,344,000	2,010,738	2,370,000
7750	Worker's Compensation	14,862	11,900	16,251	15,400
	TOTAL PERSONNEL SERVICES (LOADED)	2,064,942	2,355,900	2,026,989	2,385,400
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	12,767	9,000	6,190	6,000
7620	Small Tools & Equipment	1,383	5,000	1,838	2,000
7740	Rental of Equipment	2,363	2,400	2,166	2,300
	TOTAL MATERIALS & SUPPLIES	16,513	16,400	10,195	10,300
	<u>MAINTENANCE</u>				
7680	Communication Equipment	15,631	17,660	14,549	19,300
	TOTAL MAINTENANCE	15,631	17,660	14,549	19,300
	<u>MISCELLANEOUS</u>				
7100	Rent	37,560	33,600	33,600	32,900
7120	Transportation	56,829	78,500	52,376	60,000
7260	Expense of Supervisor & Employees	17,790	33,000	3,000	20,000
7640	Uniforms	11,013	11,325	11,603	11,900
7720	Professional Services	50,672	125,000	100,000	280,000
7730	Special Services	769	76,500	800	32,300
7780	Miscellaneous Expense	13,303	14,915	14,393	14,400
7790	Software/Hardware Expense	94,177	165,200	165,000	89,500
	TOTAL MISCELLANEOUS	282,113	538,040	380,772	541,000
	TOTAL - ALL ACCOUNTS	2,379,199	2,928,000	2,432,504	2,956,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**320 PLANNING & DEVELOPMENT**

## TECHNICAL SERVICES

**FUNCTION:**

**New Installations:** Process and establish charges for new service installations (water and/or sewer) as established by PSB Rules and Regulations. Process and collect impact fees for new water and sanitary sewer service installations as established by PSB Rules and Regulations. Maintain and administer records regarding past developments and existing services. Prepare and process paving cut permits for new installations.

**Development Services:** Prepare water and sanitary sewer availability comments for properties to assist in potential land development. Prepare (or review) water and sewer design plans for new developments. Prepare development agreements related to new water and sanitary sewer extensions in residential subdivisions and commercial developments. Attend meetings and prepare comments to the Development Coordinating Committee (DCC) and the City Planning Commission (CPC) regarding rezoning requests, development of master plans, detailed site plans, and proposed subdivisions. Provide technical assistance in the preparation and submittal of grant funding requests. Design, coordinate and manage in-house water and sewer projects that are development driven.

**Planning:** Perform water and sewer planning analysis and hydraulic modeling analysis to determine the size of facilities and/or required facilities upgrades. Prepare cost estimates for proposed major infrastructure.

**Field Inspections – Water and Sewer:** Provide line and grade for construction of water and sewer mains and related structures. Perform land surveying for laying out or defining properties and easements. Obtain as-built information on water and sewer construction. Provide inspection of water and sewer work performed by contractors except projects engineered by consultants. Prepare completion certificates for the conveyance of facilities constructed under Developer Agreements. Mark the location of water, reclaimed water and sewer mains for contractors, plumbers, and other utility companies.

**Field Inspections – Paving:** Provide backfill, 2-sack and paving inspections for work performed by EPWater crews.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Average response time for availability letters (business days)	Increase Customer Satisfaction & Confidence	8	8	10	10
Average processing time for service applications (business days)	Increase Customer Satisfaction & Confidence	12	15	20	10
Processing time for execution of development agreements (business days)	Increase Customer Satisfaction & Confidence	7	6	10	5

**320 PLANNING & DEVELOPMENT****TECHNICAL SERVICES**

<b>Positions</b>	<b>Pay Grade</b>	<b>Approved 2019-20</b>	<b>Approved 2020-21</b>	<b>Actual As Of 09/01/20</b>	<b>Approved 2021-22</b>
Engineering Division Manager	EX4	1	1	1	1
Utility Engineer	132	0	0	0	0
Civil Engineer	132	1	1	0	1
Utility Engineer Associate	128	4	4	6	4
Civil Engineer Associate	128	2	2	0	2
Engineering Associate	126	1	1	1	1
Chief Construction Inspector	126	1	1	0	1
Engineering Lead Technician <sup>3,5</sup>	56	2	3	4	4
Engineering Senior Technician <sup>2,4</sup>	54	13	14	9	14
Engineering Technician <sup>1,4</sup>	51	11	10	4	10
Engineering Aide <sup>1</sup>	46	0	0	2	0
Customer Relations Clerk	45	2	2	2	2
<b>Total Personnel</b>		<b>38</b>	<b>39</b>	<b>29</b>	<b>40</b>

<sup>1</sup>FY2019-20 Upgrade two Engineering Aides to Engineering Technicians per Issue Paper

<sup>2</sup>FY2019-20 Add one Engineering Senior Technician per Issue Paper

<sup>3</sup>FY2020-21 Add one Engineering Lead Technician per Issue Paper

<sup>4</sup>FY2020-21 Upgrade one Engineering Technician to Engineering Senior Technician per Issue Paper

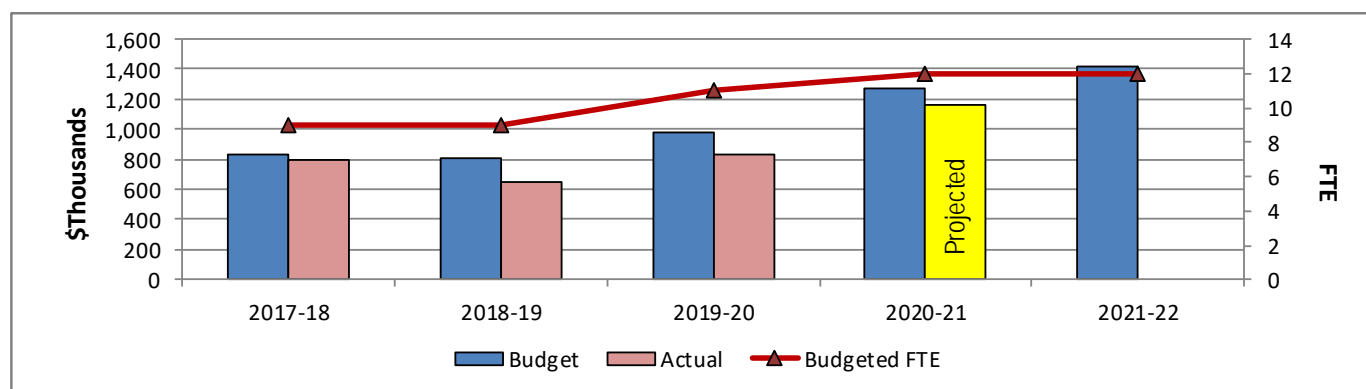
<sup>5</sup>FY2021-22 Add one Engineering Lead Technician per Issue Paper

**325 ENGINEERING PROJECT MANAGEMENT**

## TECHNICAL SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	801,404	862,000	797,466	962,000
7750	Worker's Compensation	4,524	-	-	-
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>805,928</b>	<b>862,000</b>	<b>797,466</b>	<b>962,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	9,434	3,500	1,768	2,000
7740	Rental of Equipment	2,699	3,900	3,610	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>12,133</b>	<b>7,400</b>	<b>5,378</b>	<b>3,700</b>
7680	Communication Equipment	5,755	5,100	6,232	8,100
	<b>TOTAL MAINTENANCE</b>	<b>5,755</b>	<b>5,100</b>	<b>6,232</b>	<b>8,100</b>
	<b>MISCELLANEOUS</b>				
7100	Rent	32,280	35,160	35,160	35,500
7120	Transportation	5,595	10,000	5,563	6,000
7260	Expense of Supervisor & Employees	13,903	25,560	3,000	9,200
7640	Uniform	561	800	244	800
7720	Professional Services	-	290,000	300,000	355,000
7730	Special Services	11,065	26,700	5,157	34,000
7780	Miscellaneous Expense	27	680	70	600
7790	Software/Hardware Expense	9,634	8,600	7,916	5,100
	<b>TOTAL MISCELLANEOUS</b>	<b>73,064</b>	<b>397,500</b>	<b>357,110</b>	<b>446,200</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>896,880</b>	<b>1,272,000</b>	<b>1,166,187</b>	<b>1,420,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**325 ENGINEERING PROJECT MANAGEMENT**

## TECHNICAL SERVICES

**FUNCTION:**

Negotiate, administer and manage all consulting contracts for planning, pre-design, design and construction management services of major water, sewer and reclaimed water capital improvements projects. Determine policies for standard engineering practices, design, construction and technical specifications. Provide engineering support to the planning, design and operations sections of EPWater.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Percent of budgeted design water projects contracted.	Improve Infrastructure	21 of 27 = 78%	13 of 28 = 46%	100%
Percent of budgeted design Sanitary sewer system and Reclaimed water system projects contracted.	Improve Infrastructure	28 of 34 = 82%	18 of 22 = 81%	100%
Percent of budgeted construction Water projects contracted	Improve Infrastructure	6 of 10 = 60%	6 of 12 = 50%	100%
Percent of budgeted construction sanitary sewer & reclaimed water system projects contracted	Improve Infrastructure	17 of 28 = 61%	9 of 17 = 53%	100%
Number of invoices for planning and design processed late	Improve Efficiency	61	10	0

Revised all performance measure on FY 20-21

Number Contracted of Number Budgeted = Percent Completed

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Engineering Division Manager	EX4	1	1	1	1
Utility Engineer <sup>3,4</sup>	132	2	4	3	4
Civil Engineer	132	2	2	0	2
Engineering Program Administrator <sup>4</sup>	129	1	0	0	0
Utility Engineer Associate	128	2	2	2	2
Civil Engineer Associate	128	0	0	2	0
Capital Improvement Project Associate <sup>1,2</sup>	126	2	1	1	1
Engineer Associate <sup>2</sup>	126	0	1	1	1
Senior Secretary	49	1	1	1	0
<b>Total Personnel</b>		<b>11</b>	<b>12</b>	<b>11</b>	<b>12</b>

<sup>1</sup>FY2019-20 Add two Capital Improvement Project Associate per Issue Paper

<sup>2</sup>FY2020-21 Delete one Capital Improvement Project Associate and add one Engineer Associate per Human Resources off cycle budget staffing change request

<sup>3</sup>FY2020-21 Moved one Utility Engineer from section 335 per HR off cycle budget staffing change request

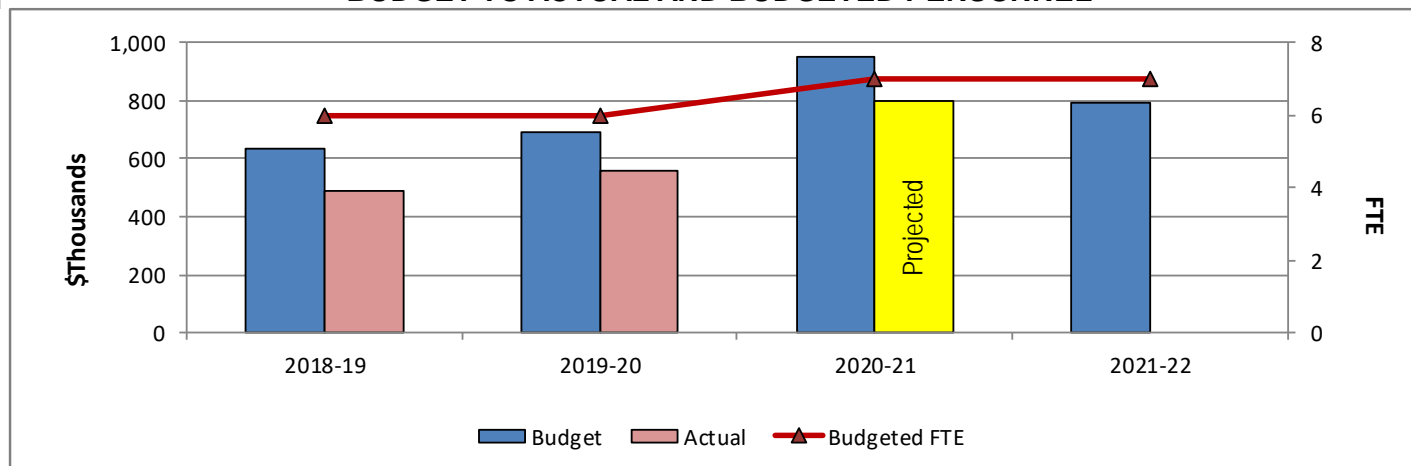
<sup>4</sup>FY2020-21 Delete Engineering Program Administrator and add one Utility Engineer HR per off cycle budget staffing change request

**335 CONSTRUCTION PROJECT MANAGEMENT**

## TECHNICAL SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	464,430	632,000	497,270	554,000
7750	Worker's Compensation	861	1,800	2,584	1,800
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>465,291</b>	<b>633,800</b>	<b>499,854</b>	<b>555,800</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	841	3,000	1,178	1,000
7740	Rental of Equipment	2,699	3,900	3,884	4,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,541</b>	<b>6,900</b>	<b>5,062</b>	<b>5,000</b>
	<u>MAINTENANCE</u>				
7680	Communication Equipment	7,396	10,220	10,853	8,600
	<b>TOTAL MAINTENANCE</b>	<b>7,396</b>	<b>10,220</b>	<b>10,853</b>	<b>8,600</b>
	<u>MISCELLANEOUS</u>				
7100	Rent	13,800	17,520	17,520	14,000
7120	Transportation	15,541	11,000	14,398	11,000
7260	Expense of Supervisor & Employees	5,685	30,400	4,000	10,000
7640	Uniform	1,708	3,000	1,499	2,000
7720	Professional Services	-	170,000	150,000	110,000
7730	Special Services	27,499	50,000	36,482	-
7780	Miscellaneous Expense	265	860	368	600
7790	Software/Hardware Expense	14,481	18,300	61,000	77,000
	<b>TOTAL MISCELLANEOUS</b>	<b>78,979</b>	<b>301,080</b>	<b>285,267</b>	<b>224,600</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>555,206</b>	<b>952,000</b>	<b>801,036</b>	<b>794,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**335 CONSTRUCTION PROJECT MANAGEMENT**

## TECHNICAL SERVICES

**FUNCTION:**

Negotiate, administer and manage consulting contracts for construction of major water, sewer, reclaimed and stormwater projects. Manage and perform inspection duties on construction projects.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Change order variance (change in project cost from original awarded amount)	Improve Efficiency	6.0%	5.88%	5.69%	5.0%
Percentage of projects substantially complete within 30 days of the initial baseline schedule	Improve Efficiency, Strengthen Financial Viability	32%	33%	38%	50%
Number of construction payment applications processed late	Improve Efficiency	NA	15	20	0

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Construction Engineering Division Manager	EX3	1	1	0	1
Engineering Division Manager	EX4	0	0	1	0
Construction Superintendent	134	3	3	3	3
Utility Engineer <sup>4</sup>	132	1	0	0	0
Chief Construction Inspector <sup>3</sup>	126	0	1	0	1
Engineering Lead Technician	56	0	0	0	0
Engineering Senior Technician <sup>1</sup>	54	1	0	0	0
Water Services Inspector <sup>1</sup>	50	0	1	0	1
Construction Inspector <sup>2</sup>	48	0	1	0	1
<b>Total Personnel</b>		<b>6</b>	<b>7</b>	<b>4</b>	<b>7</b>

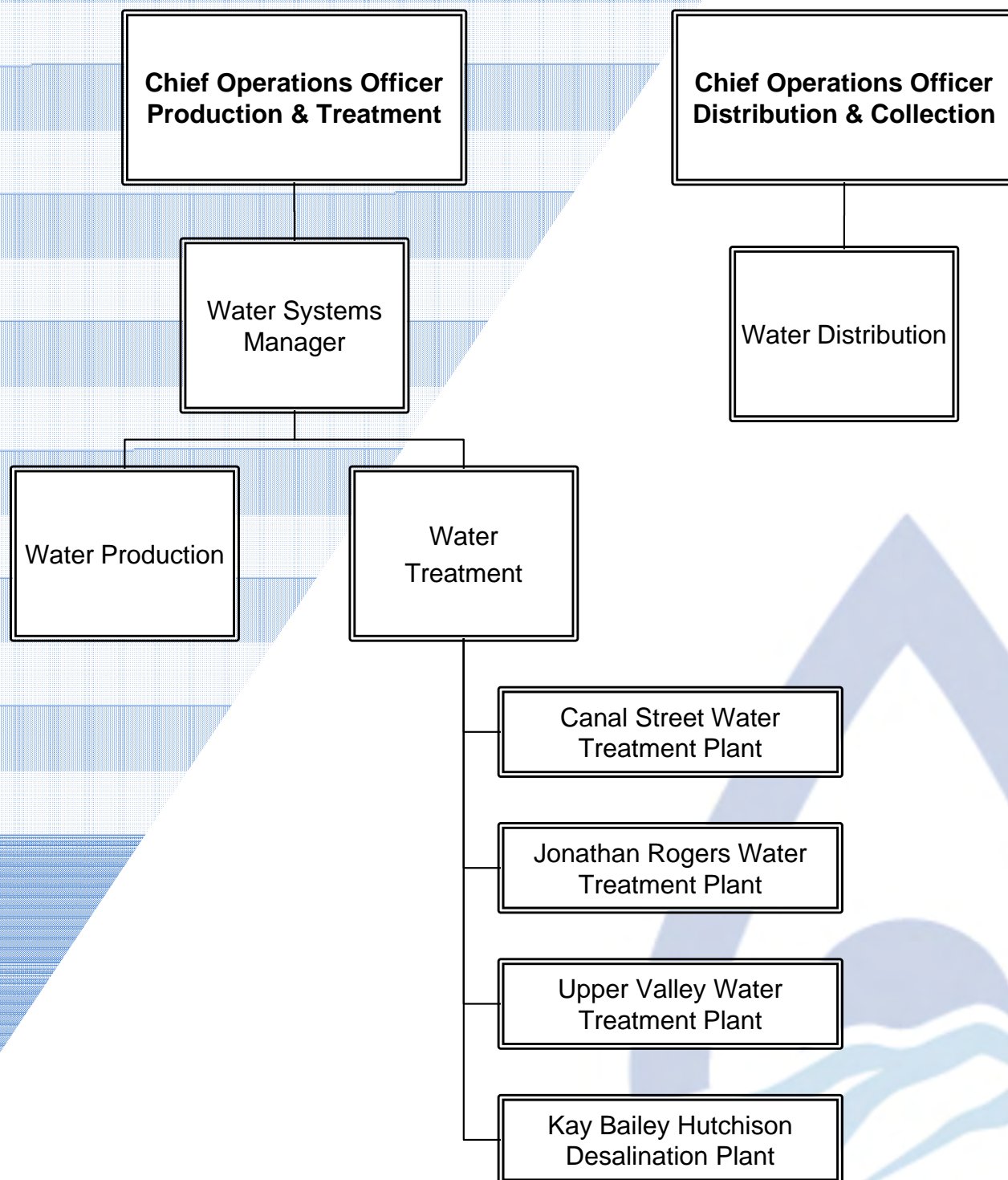
<sup>1</sup>FY2020-21 Delete one Engineering Senior Technician and add one Water Services Inspector per Issue Paper

<sup>2</sup>FY2020-21 Add one Construction Inspector per Issue Paper

<sup>3</sup>FY2020-21 Add one Chief Construction Inspector per Issue Paper

<sup>4</sup>FY2020-21 Move Utility Engineer to section 325 per HR off cycle budget staffing change request

## Water Division

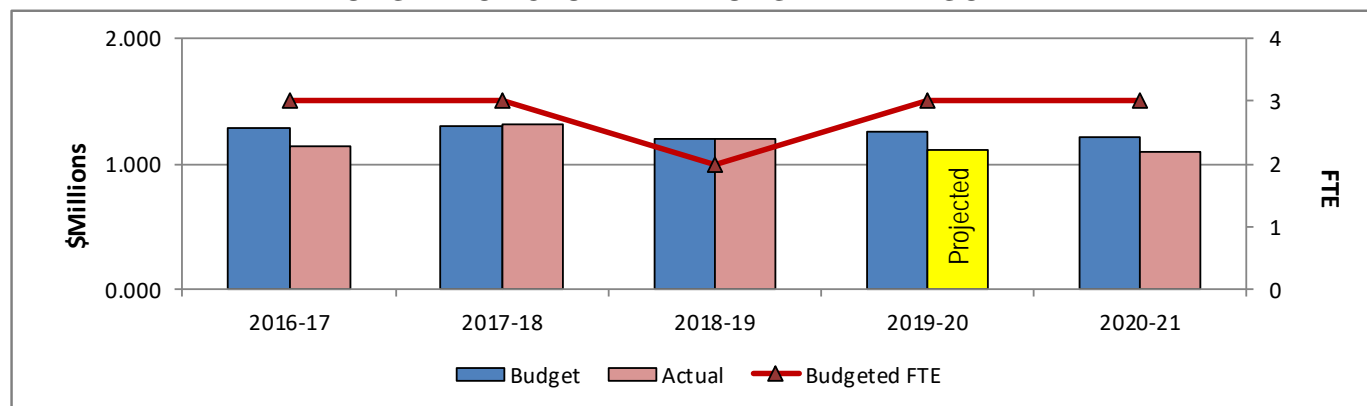


**410 WATER DIVISION OFFICE**

WATER

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
<b>PERSONNEL SERVICES</b>					
7020	O & M Salaries and Wages	262,239	355,000	248,324	365,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	262,239	355,000	248,324	365,000
<b>MATERIALS &amp; SUPPLIES</b>					
7240	Laboratory Supplies & Testing	58,117	50,000	87,231	100,000
7560	Office Supplies & Printing	19,689	12,000	11,218	12,000
7740	Rental of Equipment	10,720	-	-	-
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	88,526	62,000	98,449	112,000
<b>MAINTENANCE</b>					
7680	Communication Equipment	1,740	3,800	1,647	3,600
	<b>TOTAL MAINTENANCE</b>	1,740	3,800	1,647	3,600
<b>MISCELLANEOUS</b>					
7120	Transportation	2,749	2,400	3,928	4,000
7160	Permit Fees to State	493,733	496,000	494,954	496,000
7260	Expense of Supervisor & Employees	10,699	12,000	3,000	10,000
7420	Postage	1,824	2,000	493	1,000
7700	Insurance	960	1,080	1,080	1,300
7720	Professional Services	240,500	266,000	242,493	300,000
7730	Special Services	-	-	12	-
7770	Security Services	-	-	300	-
7780	Miscellaneous Expense	340	1,120	344	500
7790	Software/Hardware Expense	-	3,600	1,286	3,600
	<b>TOTAL MISCELLANEOUS</b>	750,805	784,200	747,890	816,400
	<b>TOTAL - ALL ACCOUNTS</b>	1,103,310	1,205,000	1,096,310	1,297,000

**WATER DIVISION OFFICE****BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**410 WATER DIVISION OFFICE****WATER****FUNCTION:**

Responsible for providing safe drinking water that meets all federal and state requirements from surface and underground sources at adequate pressure and volume through approximately 2,856 miles of water lines to approximately 218,714 customer connections. Provide general supervision of the maintenance, operation, and construction of the water supply and production system.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Total Water Production FTE's per 1,000 water service customers	Improve Efficiency	0.47	0.47	0.48	0.50
Number of pilot studies/research projects	Improve Efficiency	3	3	3	3
Total cost per 1,000 gallons produced	Strengthen Financial Viability	\$0.86	\$0.86	\$0.87	\$0.76
Total water production 1,000's of gallons per FY	Improve Efficiency	38,060,980	37,680,303	40,794,583	40,000,000

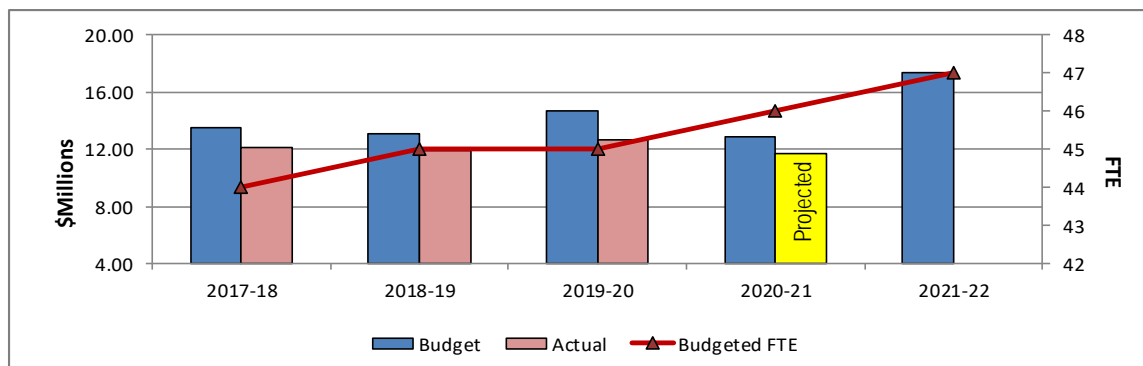
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Water Systems Division Manager	EX3	1	1	1	1
Water Supply Manager	EX4	1	1	1	1
Utility Plant Chief Superintendent <sup>1</sup>	132	1	1	0	1
<b>Total Personnel</b>		<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>

<sup>1</sup>FY2019-20 Add one Utility Plant Chief Superintendent per Issue Paper

**420 WATER PRODUCTION**

WATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	2,111,409	2,417,000	2,162,551	2,504,000
7750	Worker's Compensation	25,311	23,700	45,577	23,700
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>2,136,720</b>	<b>2,440,700</b>	<b>2,208,128</b>	<b>2,527,700</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7500	Chemicals	454,938	625,000	419,457	2,000,000
7560	Office Supplies & Printing	8,179	5,500	7,787	6,500
7620	Small Tools & Equipment	13,016	10,000	14,500	15,800
7740	Rental of Equipment	10,293	7,000	6,039	7,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>486,427</b>	<b>647,500</b>	<b>447,783</b>	<b>2,029,300</b>
	<u>MAINTENANCE</u>				
7380	Landscaping	270,061	300,000	257,240	300,000
7660	Building Services	10,515	12,000	14,028	12,000
7680	Communication Equipment	223,199	222,440	217,964	13,900
7850	Maintenance of Equipment	1,684,886	1,800,000	1,637,858	1,900,000
7930	Maintenance of Structures & Improvements	177,926	210,000	156,418	210,000
7950	Maintenance of Cathodic Protection	17,410	40,000	15,608	20,000
	<b>TOTAL MAINTENANCE</b>	<b>2,383,997</b>	<b>2,584,440</b>	<b>2,299,117</b>	<b>2,455,900</b>
	<u>UTILITIES</u>				
7060	Electricity Expense	6,352,424	5,846,000	5,382,761	8,500,000
7710	Natural Gas Expense	427,494	500,000	408,915	600,000
7760	Utilities	53,189	55,000	64,388	80,000
	<b>TOTAL UTILITIES</b>	<b>6,833,107</b>	<b>6,401,000</b>	<b>5,856,064</b>	<b>9,180,000</b>
	<u>MISCELLANEOUS</u>				
7120	Transportation	192,104	140,000	183,305	180,000
7260	Expense of Supervisor & Employees	34,191	31,000	29,621	31,000
7320	Lease of Land	326,890	323,000	324,945	323,000
7640	Uniforms	30,972	31,000	33,760	35,400
7700	Insurance	73,320	76,560	76,560	96,900
7770	Security Services	14,050	13,920	16,898	14,000
7780	Miscellaneous Expense	2,715	4,180	6,110	4,400
7790	Software/Hardware Expense	111,243	132,700	171,826	443,400
	<b>TOTAL MISCELLANEOUS</b>	<b>785,486</b>	<b>752,360</b>	<b>843,025</b>	<b>1,128,100</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>12,625,736</b>	<b>12,826,000</b>	<b>11,654,116</b>	<b>17,321,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**420 WATER PRODUCTION****WATER****FUNCTION:**

Maintain and operate 155 wells, 77 potable reservoirs, 219 boosters and 53 booster stations equipped with chlorination equipment for the purpose of providing, at an adequate pressure, a supply of safe water demanded by the public, including fire protection. Schedule the operation and maintenance of equipment to stabilize water pressure for the City and adjacent areas. Operate a computer supervisory control and data acquisition system (SCADA) to improve overall operation of the water system. Maintain all pumping equipment, including wells and boosters. In addition, we operate, maintain and monitor 6 reclaim booster stations, 7 reuse water reservoirs and 21 reuse boosters.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Reservoirs scheduled for maintenance or reconstruction	Improve Infrastructure	2	2	3	4
Wells receiving corrective maintenance	Improve Infrastructure	21	26	26	32
Number of electric pump motors receiving PM	Improve Infrastructure	310	300	395	396

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Water Production Manager	EX5	1	1	1	1
Water Production Superintendent	130	1	1	1	1
Water Production Assistant Superintendent	125	2	2	2	2
Electrician Supervisor <sup>2</sup>	56	1	0	0	0
Industrial Electrician <sup>2</sup>	55	2	3	3	3
Lead Maintenance Mechanic	54	4	4	4	4
Utility Lead Maintenance Mechanic	54	3	3	2	3
Utility Central Control Operator	54	7	7	7	7
Utility Plant Senior Technician	52	1	1	1	1
Maintenance Mechanic <sup>3</sup>	51	4	4	4	5
Utility Plant Technician	50	14	14	12	14
Trades Helper <sup>1</sup>	45	5	6	5	6
<b>Total Personnel</b>		<b>45</b>	<b>46</b>	<b>42</b>	<b>47</b>

<sup>1</sup>FY2020-21 Add one Trades Helper per Issue Paper

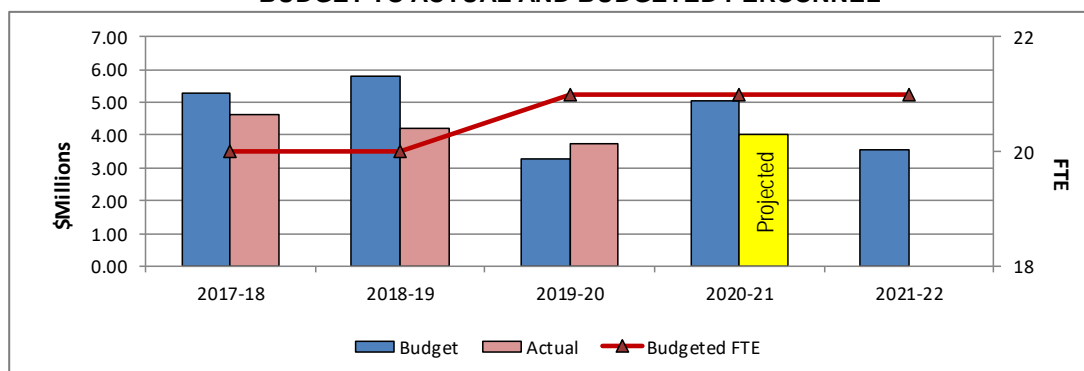
<sup>2</sup>FY2020-21 Delete one Electrician Supervisor and add one Industrial Electrician per Issue Paper

<sup>3</sup>FY2021-22 Add one Maintenance Mechanic per Issue Paper

**430 CANAL STREET WATER TREATMENT PLANT**

## WATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	969,369	1,094,000	976,226	1,095,000
7750	Worker's Compensation	25,068	20,000	16,420	20,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>994,436</b>	<b>1,114,000</b>	<b>992,646</b>	<b>1,115,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7080	Water Purchased for Resale	356,496	750,000	360,000	200,000
7240	Laboratory Supplies & Testing	22,451	25,000	33,315	15,000
7500	Chemicals	855,874	1,300,000	1,021,059	800,000
7560	Office Supplies & Printing	2,052	2,000	1,605	2,200
7620	Small Tools & Equipment	6,796	7,000	5,748	7,000
7740	Lease Equipment	9,178	8,000	7,195	8,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,252,848</b>	<b>2,092,000</b>	<b>1,428,923</b>	<b>1,032,200</b>
	<b>MAINTENANCE</b>				
7090	Water Rights Land Expense	182,271	160,000	234,879	200,000
7380	Landscaping	6,630	6,000	1,460	2,000
7660	Building Services	57,518	43,000	72,085	70,000
7680	Communication Equipment	1,407	2,400	1,542	2,800
7850	Maintenance of Equipment	464,814	520,000	311,549	520,000
7930	Maintenance of Structures & Improvements	5,079	18,000	7,124	18,000
	<b>TOTAL MAINTENANCE</b>	<b>717,720</b>	<b>749,400</b>	<b>628,639</b>	<b>812,800</b>
	<b>UTILITIES</b>				
7060	Electricity Expense	460,683	700,000	564,349	190,000
7760	Utilities	194,584	225,000	250,876	225,000
	<b>TOTAL UTILITIES</b>	<b>655,267</b>	<b>925,000</b>	<b>815,225</b>	<b>415,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	7,023	11,000	8,055	10,000
7260	Expense of Supervisor & Employees	9,090	14,230	3,000	8,000
7640	Uniforms	22,243	16,000	24,359	24,500
7700	Insurance	16,920	17,640	17,640	22,300
7770	Security Services	78,512	76,200	87,189	113,900
7780	Miscellaneous Expense	27	2,330	104	800
7790	Software/Hardware Expense	2,563	8,200	4,019	8,500
	<b>TOTAL MISCELLANEOUS</b>	<b>136,377</b>	<b>145,600</b>	<b>144,366</b>	<b>188,000</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>3,756,648</b>	<b>5,026,000</b>	<b>4,009,799</b>	<b>3,563,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**430 CANAL STREET WATER TREATMENT PLANT****WATER****FUNCTION:**

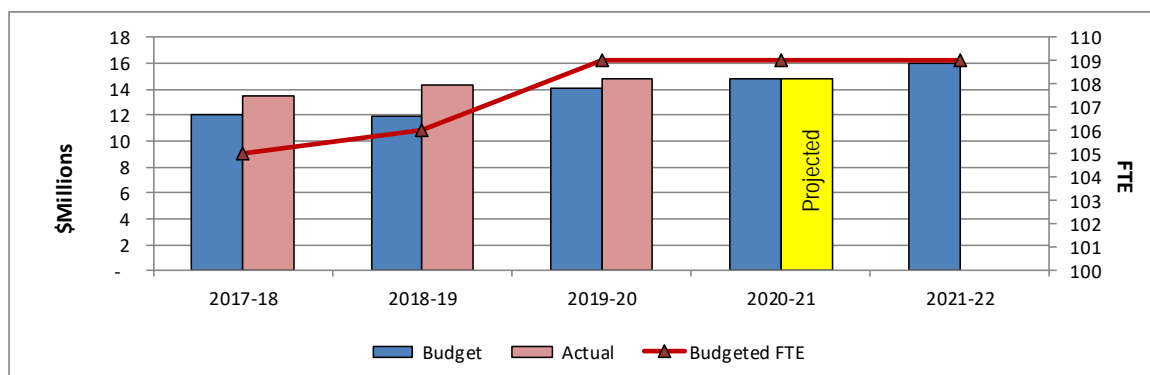
The treatment capacity for the Canal Water Treatment Plant is 40 MGD. The primary function is to treat surface water from the Rio Grande and produce water that meets all standards of the Safe Drinking Water Act and the State of Texas. Maintain all equipment and structures at the treatment plant in order to receive treat and distribute the maximum volume of water from available raw water sources.

<b>PERFORMANCE MEASURES</b>	<b>STRATEGIC OBJECTIVE</b>	<b>FY 2018-19 ACTUAL</b>	<b>FY 2019-20 ACTUAL</b>	<b>FY 2020-21 PROJECTED</b>	<b>FY 2021-22 GOAL</b>
Finished water as a percent of raw water	Improve Efficiency	96.1%	96.1%	96.1%	96.5%
Total production days during February to October season	Increase Customer Satisfaction & Confidence	188	128	189	44
Total volume of surface water treated (billions of gallons)	Increase Customer Satisfaction & Confidence	4.90117	3.97814	4.75582	1.00000
Cost of chemicals per 1,000 gal. of water treated	Strengthen Financial Viability	\$0.19	\$0.20	\$0.20	\$0.20

<b>Positions</b>	<b>Pay Grade</b>	<b>Approved 2019-20</b>	<b>Approved 2020-21</b>	<b>Actual As Of 09/01/20</b>	<b>Approved 2021-22</b>
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	2	2	2	2
Industrial Electrician	55	1	1	1	1
Utility Plant Lead Technician	55	6	6	2	6
Utility Plant Senior Technician	52	5	5	4	5
Utility Plant Technician	50	5	5	9	5
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>21</b>	<b>21</b>	<b>20</b>	<b>21</b>

**440 WATER DISTRIBUTION****WATER**

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u><b>PERSONNEL SERVICES</b></u>				
7010	Capital Salaries and Wages	3,092,914	3,630,000	2,875,424	3,798,000
7020	O & M Salaries and Wages	1,832,619	1,556,000	1,547,162	1,628,000
7750	Worker's Compensation	224,122	75,000	246,842	150,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>5,149,655</b>	<b>5,261,000</b>	<b>4,669,428</b>	<b>5,576,000</b>
	<u><b>MATERIALS &amp; SUPPLIES</b></u>				
7560	Office Supplies & Printing	3,868	4,000	2,155	2,000
7620	Small Tools & Equipment	87,572	110,000	136,170	110,000
7740	Rental/Lease of Equipment	-	1,000	5,892	2,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>91,441</b>	<b>115,000</b>	<b>144,217</b>	<b>114,700</b>
	<u><b>MAINTENANCE</b></u>				
7660	Building Services	64,856	60,000	62,027	60,000
7680	Communication Equipment	40,943	46,600	42,928	44,200
7850	Maintenance of Equipment	113,864	200,000	133,467	200,000
7860	Maintenance of Services	2,542,278	2,500,000	2,667,050	2,700,000
7870	Maintenance of Fire Hydrants	840,108	600,000	801,573	800,000
7880	Maintenance of Mains	5,330,826	5,350,000	5,624,184	5,700,000
7930	Maintenance of Structures & Improvements	19,253	10,000	6,172	10,000
	<b>TOTAL MAINTENANCE</b>	<b>8,952,128</b>	<b>8,766,600</b>	<b>9,337,402</b>	<b>9,514,200</b>
	<u><b>UTILITIES</b></u>				
7760	Utilities	49,615	50,000	46,029	50,000
	<b>TOTAL UTILITIES</b>	<b>49,615</b>	<b>50,000</b>	<b>46,029</b>	<b>50,000</b>
	<u><b>MISCELLANEOUS</b></u>				
7120	Transportation	338,888	350,000	285,012	320,000
7260	Expense of Supervisor & Employees	52,708	50,000	40,000	40,000
7640	Uniforms	103,458	94,780	100,869	100,000
7720	Professional Services	-	25,000	12,500	25,000
7730	Special Services	119	100	51	20,900
7770	Security Services	60,801	55,680	70,691	70,000
7780	Miscellaneous Expense	4,784	5,740	7,022	5,100
7790	Software/Hardware Expense	14,774	66,100	34,573	187,100
	<b>TOTAL MISCELLANEOUS</b>	<b>575,532</b>	<b>647,400</b>	<b>550,719</b>	<b>768,100</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>14,818,370</b>	<b>14,840,000</b>	<b>14,747,796</b>	<b>16,023,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**440 WATER DISTRIBUTION****WATER****FUNCTION:**

Provide preventive and emergency maintenance of all water distribution systems, including over 2,700 miles of water mains and over 200,000 water service connections, fire hydrants, and valves. Perform construction of these facilities as required and supervise water main installations. Three crews are assigned to pipe replacement program and one crew to new construction and miscellaneous extensions. Operate and supervise the dispatch center.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Percentage of all large main breaks (>12 inches) isolated in less than 2 hours	Improve Efficiency	50%	25%	50%	60%
Percent reduction in number of main breaks or leaks from previous year (number of breaks or leaks)	Improve Infrastructure	+17.13% (212)	-5.19% (201)	0% (200)	-5.0% (190)
Average number of repair work orders open at the end of each week	Improve Efficiency	160	190	190	150
Average number of open new water service installation work orders at the end of each week (Added FY 2015-16)	Improve Efficiency	50	42	23	25
Average number of new service installations completed each week	Improve Customer Satisfaction & Confidence, Improve Efficiency	12	10	8	10
Number of leak detection logger patrol cycles on all installed loggers	Strengthen Financial Viability	4	11.88	12	12
Number of SCCP transmission main priority projects assessed for condition	Improve Infrastructure	3	3	0	5
Percentage of employees monitored and scheduled for Class C certification course requirements (both initial and renewal)	Improve Knowledge, Skills & Abilities	87%	88%	29%	90%
Percentage of supervisory employees with Class C certification two years after hire	Improve Knowledge, Skills & Abilities	86%	92%	33%	100%

**440 WATER DISTRIBUTION****WATER**

<b>Positions</b>	<b>Pay Grade</b>	<b>Approved 2019-20</b>	<b>Approved 2020-21</b>	<b>Actual As Of 09/01/20</b>	<b>Approved 2021-22</b>
Water Distribution Systems Manager	EX5	1	1	0	1
Water Distribution Superintendent <sup>3</sup>	130	1	2	0	2
Mechanical Engineer Associate	128	1	1	1	1
Budget & Services Coordinator <sup>4</sup>	127	0	0	0	1
Water Distribution Assistant Superintendent	125	2	2	2	2
GIS Technician	122	1	1	1	1
Utility Construction Supervisor	54	2	2	1	2
Engineering Senior Technician	54	1	1	1	1
Water Service Worker Supervisor <sup>1,3</sup>	52	13	12	12	12
Communications Dispatcher Supervisor	52	1	1	1	1
Water Services Inspector	50	3	3	3	3
Communications Dispatcher	50	5	5	5	5
Water Lead Service Worker	48	15	15	13	15
Utility Pipelayer <sup>1,2</sup>	46	44	44	38	44
Senior Office Assistant	45	2	2	1	2
General Service Worker <sup>1,2,3</sup>	43	17	16	11	16
<b>Total Personnel</b>		<b>109</b>	<b>108</b>	<b>90</b>	<b>109</b>

<sup>1</sup>FY2019-20 Add one Water Service Worker Supervisor, one Utility Pipelayer, and one General Service Worker per Issue Paper

<sup>2</sup>FY2019-20 Upgrade ten General Service Workers to ten Utility Pipelayers per Issue Paper

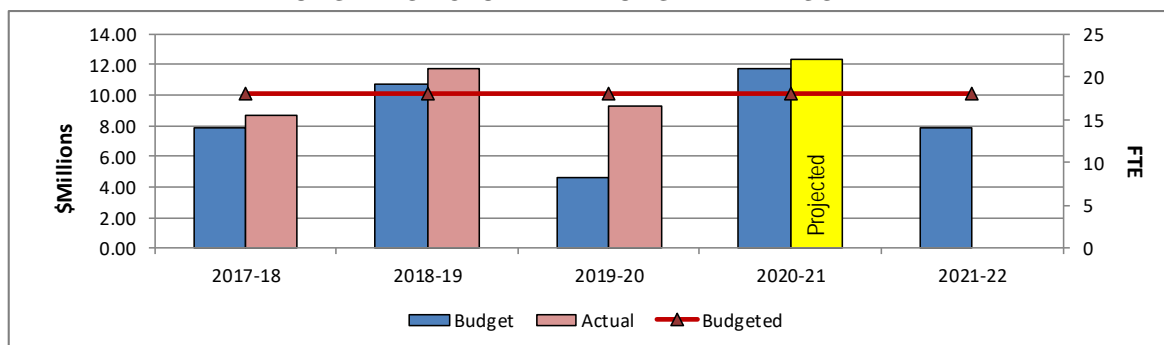
<sup>3</sup>FY2020-21 Delete one Water Service Worker Supervisor, delete one General Service Worker and add one Water Distribution Superintendent per Human Resources off cycle budget staffing change request

<sup>4</sup>FY2021-22 Add Budget & Services Coordinator per Issue Paper

**450 JONATHAN ROGERS WATER TREATMENT PLANT**

WATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	932,922	980,000	892,560	1,044,000
7750	Worker's Compensation	11,988	8,300	10,823	8,300
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>944,910</b>	<b>988,300</b>	<b>903,382</b>	<b>1,052,300</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7080	Water Purchased for Resale	4,979,097	6,200,000	6,690,000	2,800,000
7240	Laboratory Supplies & Testing	29,951	35,000	17,907	15,000
7500	Chemicals	819,055	1,500,000	1,493,147	800,000
7560	Office Supplies & Printing	3,232	3,000	3,386	3,500
7620	Small Tools & Equipment	15,136	10,000	14,880	15,000
7740	Rental of Equipment	26,428	30,000	30,623	2,200
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,872,899</b>	<b>7,778,000</b>	<b>8,249,943</b>	<b>3,635,700</b>
	<b>MAINTENANCE</b>				
7090	Water Rights Land Expense	247,959	170,000	281,723	200,000
7380	Landscape	21,263	17,000	25,171	30,000
7660	Building Services	28,830	40,000	35,986	40,000
7680	Communication Equipment	3,213	4,200	5,091	7,300
7850	Maintenance of Equipment	1,080,121	1,100,000	976,673	1,100,000
7930	Maintenance of Structures & Improvements	19,076	20,000	60,000	80,000
	<b>TOTAL MAINTENANCE</b>	<b>1,400,463</b>	<b>1,351,200</b>	<b>1,384,645</b>	<b>1,457,300</b>
	<b>UTILITIES</b>				
7060	Electricity Expense	244,327	850,000	601,056	550,000
7760	Utilities	297,840	100,000	526,462	195,000
	<b>TOTAL UTILITIES</b>	<b>542,167</b>	<b>950,000</b>	<b>1,127,517</b>	<b>745,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	21,068	20,000	17,547	20,000
7260	Expense of Supervisor & Employees	16,994	20,000	3,000	15,000
7530	Sludge Hauling & Disposal	434,811	550,000	577,698	800,000
7640	Uniforms	15,011	15,700	15,180	15,700
7700	Insurance	28,920	30,120	30,120	38,200
7770	Security Services	58,881	62,200	70,426	70,000
7780	Miscellaneous Expense	179	4,280	1,723	3,400
7790	Software/Hardware Expense	6,468	4,200	2,308	4,400
	<b>TOTAL MISCELLANEOUS</b>	<b>582,332</b>	<b>706,500</b>	<b>718,002</b>	<b>966,700</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>9,342,770</b>	<b>11,774,000</b>	<b>12,383,490</b>	<b>7,857,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**450 JONATHAN ROGERS WATER TREATMENT PLANT****WATER****FUNCTION:**

The primary function of this plant is to treat surface water from the Rio Grande River and produce water that meets all standards of the SDWA, EPA, and the State of Texas, and to maintain all equipment and structures at the treatment plant in order to receive, treat, and distribute the maximum volume of water from available raw water sources. The Jonathan W. Rogers WTP has a capacity to treat 60 MGD.

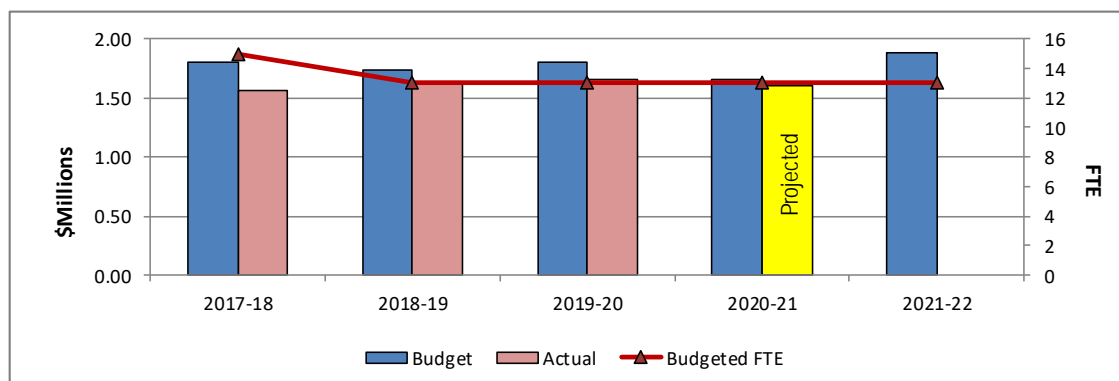
PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Finished water as a percent of raw water	Improve Efficiency	87%	96%	95%	95%
Total production days during February to October season	Increase Customer Satisfaction & Confidence	129	228	229	45
Total volume of surface water treated (billions of gallons)	Increase Customer Satisfaction & Confidence	4.87	10.60	10.66	2.70
Cost of chemicals per 1,000 gal. of water treated	Strengthen Financial Viability	\$0.16	\$0.14	\$0.13	\$0.13

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	2	2	2	2
Industrial Electrician	55	1	1	1	1
Utility Plant Lead Technician	55	7	7	1	7
Utility Plant Senior Technician	52	3	3	4	3
Utility Plant Technician	50	3	3	8	3
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>

**470 UPPER VALLEY WATER TREATMENT PLANT**

WATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b><u>PERSONNEL SERVICES</u></b>				
7020	O & M Salaries and Wages	648,821	690,000	604,364	690,000
7750	Worker's Compensation	8,582	8,300	8,989	8,300
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>657,403</b>	<b>698,300</b>	<b>613,353</b>	<b>698,300</b>
	<b><u>MATERIALS &amp; SUPPLIES</u></b>				
7240	Laboratory Supplies & Testing	22,087	17,000	23,006	20,000
7500	Chemicals	437,015	285,000	354,048	408,000
7560	Office Supplies & Printing	2,625	2,900	2,275	3,500
7620	Small Tools & Equipment	2,758	3,500	1,611	3,500
7740	Rental of Equipment	654	700	1,946	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>465,139</b>	<b>309,100</b>	<b>382,886</b>	<b>436,600</b>
	<b><u>MAINTENANCE</u></b>				
7380	Landscape	4,269	10,000	13,639	12,000
7660	Building Services	13,875	15,000	13,482	15,000
7680	Communication Equipment	955	1,000	1,141	1,400
7850	Maintenance of Equipment	155,024	250,000	231,160	312,000
7930	Maintenance of Structures & Improvements	20,650	25,000	15,962	20,000
	<b>TOTAL MAINTENANCE</b>	<b>194,774</b>	<b>301,000</b>	<b>275,383</b>	<b>360,400</b>
	<b><u>UTILITIES</u></b>				
7060	Electricity Expense	187,296	200,000	195,011	240,000
7760	Utilities	4,250	5,000	4,043	5,000
	<b>TOTAL UTILITIES</b>	<b>191,547</b>	<b>205,000</b>	<b>199,054</b>	<b>245,000</b>
	<b><u>MISCELLANEOUS</u></b>				
7120	Transportation	22,968	20,000	17,394	20,000
7260	Expense of Supervisor & Employees	18,792	17,000	2,000	5,000
7640	Uniforms	7,594	8,000	7,175	7,500
7700	Insurance	14,520	15,120	15,120	19,100
7770	Security Services	81,962	77,400	86,157	86,000
7780	Miscellaneous Expense	855	1,280	837	1,000
7790	Software/Hardware Expense	1,128	5,800	3,211	5,100
	<b>TOTAL MISCELLANEOUS</b>	<b>147,819</b>	<b>144,600</b>	<b>131,894</b>	<b>143,700</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>1,656,681</b>	<b>1,658,000</b>	<b>1,602,570</b>	<b>1,884,000</b>

**BUDGET TO ACTUAL BUDGETED PERSONNEL**



**470 UPPER VALLEY WATER TREATMENT PLANT**

## WATER

**FUNCTION:**

Responsible for treating Mesilla Bolson groundwater from the Tom Cliett well field to achieve compliance with the EPA Arsenic Rule and to maintain all equipment and structures at the water treatment plant. The Upper Valley Treatment Plant will treat 30 million gallons per day of groundwater from the Canutillo Well Field and blend with up to another 30 MGD of untreated groundwater to produce blended finished water with an arsenic concentration of 8 ppb or less.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Blended Arsenic concentration	Increase Customer Satisfaction & Confidence	<8ug/L	<8ug/L	<8ug/L	<8ug/L
Cost of chemicals per 1,000 gallons	Strengthen Financial Viability	<\$0.10	<\$0.10	<\$0.10	<\$0.10

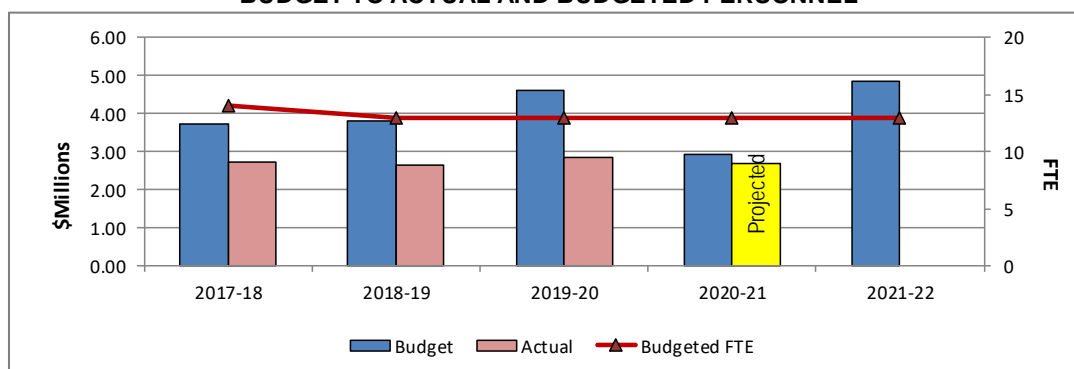
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	1	1	1	1
Industrial Electrician <sup>2</sup>	55	0	0	0	0
Utility Plant Lead Technician	55	5	5	1	5
Utility Plant Senior Technician	52	3	3	5	3
Utility Plant Technician <sup>1</sup>	50	3	3	4	3
<b>Total Personnel</b>		<b>13</b>	<b>13</b>	<b>12</b>	<b>13</b>

<sup>1</sup>FY2019-20 Move one Utility Plant Technician from section 480 per Issue Paper

<sup>2</sup>FY2019-20 Move one Industrial Electrician to section 480 per Issue Paper

**480 KAY BAILEY HUTCHISON DESALINATION PLANT****WATER PLANT**

<b>OPERATING AND MAINTENANCE BUDGET</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2019-20</b>	<b>BUDGET FY 2020-21</b>	<b>PROJECTED FY 2020-21</b>	<b>APPROVED FY 2021-22</b>
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	731,579	764,000	693,900	795,000
7750	Worker's Compensation	6,674	7,700	8,504	7,700
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>738,254</b>	<b>771,700</b>	<b>702,405</b>	<b>802,700</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7240	Laboratory Supplies & Testing	19,665	20,000	17,391	20,000
7310	Water Supply for Desalination	247,441	218,500	171,450	400,000
7500	Chemicals	344,767	400,000	270,967	900,000
7560	Office Supplies & Printing	2,940	2,500	3,051	3,000
7620	Small Tools & Equipment	5,306	3,000	4,948	5,000
7740	Rental of Equipment	2,600	4,100	3,156	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>622,719</b>	<b>648,100</b>	<b>470,963</b>	<b>1,329,600</b>
	<b>MAINTENANCE</b>				
7380	Landscape	19,775	20,000	13,875	20,000
7660	Building Services	43,651	40,000	43,917	45,000
7680	Communication Equipment	1,688	1,900	2,087	3,300
7850	Maintenance of Equipment	233,620	200,000	240,720	350,000
7930	Maintenance of Structures & Improvements	797	3,500	2,014	2,500
	<b>TOTAL MAINTENANCE</b>	<b>299,531</b>	<b>265,400</b>	<b>302,613</b>	<b>420,800</b>
	<b>UTILITIES</b>				
7060	Electricity Expense	680,033	750,000	721,451	1,800,000
7760	Utilities	21,256	19,000	20,958	21,000
	<b>TOTAL UTILITIES</b>	<b>701,289</b>	<b>769,000</b>	<b>742,409</b>	<b>1,821,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	13,791	15,000	20,444	15,000
7260	Expense of Supervisor & Employees	33,175	30,000	3,000	20,000
7320	Lease of Land	376,700	376,700	376,700	376,700
7640	Uniforms	8,661	8,000	8,801	9,600
7700	Insurance	14,520	15,120	15,120	19,100
7770	Security Services	21,628	20,100	20,669	20,100
7780	Miscellaneous Expense	1,968	1,780	358	1,700
7790	Software/Hardware Expense	1,283	13,100	6,556	13,700
	<b>TOTAL MISCELLANEOUS</b>	<b>471,725</b>	<b>479,800</b>	<b>451,649</b>	<b>475,900</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>2,833,518</b>	<b>2,934,000</b>	<b>2,670,038</b>	<b>4,850,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**480 KAY BAILEY HUTCHISON DESALINATION PLANT****WATER PLANT****FUNCTION:**

Operate the well field, and the blend wells in conjunction with the desalination plant. This state-of-the-art desalination facility applies an innovative reverse osmosis technology to convert brackish groundwater to high quality drinking water that will provide a reliable supply for many years to come and extend the life of the freshwater portion of the Hueco Bolson.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Percent Recovery	Improve Land & Water Management	82.5%	82.5%	82.5%	82.5%
Cost of chemicals per 1,000 gallons	Strengthen Financial Viability	\$0.074	\$0.064	\$0.070	\$0.080

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	1	1	1	1
Industrial Electrician <sup>2</sup>	55	0	1	1	1
Utility Plant Lead Technician	55	6	6	3	6
Utility Plant Senior Technician	52	3	3	3	3
Utility Plant Technician <sup>1</sup>	50	2	1	4	1
Total Personnel		13	13	13	13

<sup>1</sup>FY2019-20 Move one Utility Plant Technician to section 470 per Issue Paper

<sup>2</sup>FY2019-20 Move one Industrial Electrician from section 470 per Issue Paper

# Operations

## Chief Operations Officer Support

Environmental Compliance &  
Industrial Pretreatment

Laboratory Services

Code Compliance

Reclaimed Water

Biosolids Management

Plant Equipment  
Maintenance

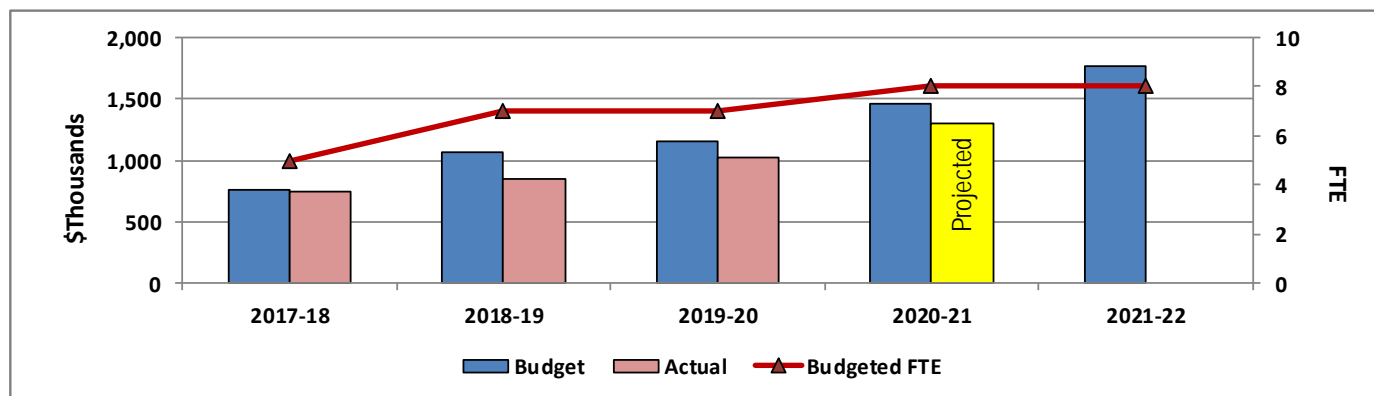
**510 OPERATIONS MANAGEMENT**

## OPERATIONS SUPPORT

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	833,607	1,107,000	1,012,387	1,103,000
7750	Worker's Compensation	861	-	302	-
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>834,468</b>	<b>1,107,000</b>	<b>1,012,689</b>	<b>1,103,000</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	1,247	12,500	3,164	3,500
7740	Rental of Equipment	3,434	6,600	3,782	4,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,681</b>	<b>19,100</b>	<b>6,946</b>	<b>7,500</b>
	<u>MAINTENANCE</u>				
7680	Communication Equipment	4,474	7,200	4,845	5,700
	<b>TOTAL MAINTENANCE</b>	<b>4,474</b>	<b>7,200</b>	<b>4,845</b>	<b>5,700</b>
	<u>MISCELLANEOUS</u>				
7120	Transportation	11,779	10,000	16,399	17,000
7260	Expense of Supervisor & Employees	20,621	30,000	3,000	15,000
7720	Professional Services	113,685	252,000	230,000	557,000
7730	Special Services	-	-	-	35,600
7770	Security	20,407	20,240	17,566	20,200
7780	Miscellaneous Expense	1,298	2,660	1,485	2,600
7790	Software/Hardware Expense	4,537	7,800	2,111	5,400
	<b>TOTAL MISCELLANEOUS</b>	<b>172,327</b>	<b>322,700</b>	<b>270,561</b>	<b>652,800</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>1,015,950</b>	<b>1,456,000</b>	<b>1,295,040</b>	<b>1,769,000</b>

**OPERATIONS MANAGEMENT  
BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**510 OPERATIONS MANAGEMENT**

## OPERATIONS SUPPORT

**FUNCTION:**

Manage the Water, Wastewater, Environmental Compliance, Fleet/Building Maintenance and Storm Operations Divisions to ensure safe, reliable and economical services to our customers in compliance with all regulatory requirements and in accordance with adopted PSB rules and regulations. Provide security and emergency response personnel and training for the Utility.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
TCEQ "A" Water and Wastewater Operator License	Succession Planning	34	30	30	36

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Chief Operations Officer <sup>2</sup>	EX2	3	3	3	3
Distribution & Collection Systems Division Manager	EX3	1	0	0	0
Environmental Compliance Manager	EX5	1	1	1	1
Utility Security & Emergency Response Coordinator	EX5	1	1	1	1
Construction Superintendent	134	1	1	1	1
Emergency Management Specialist <sup>1</sup>	125	1	1	1	1
Public Safety Planner <sup>1</sup>	125	0	0	0	0
Research & Management Assistant	123	1	1	1	1
<b>Total Personnel</b>		<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>

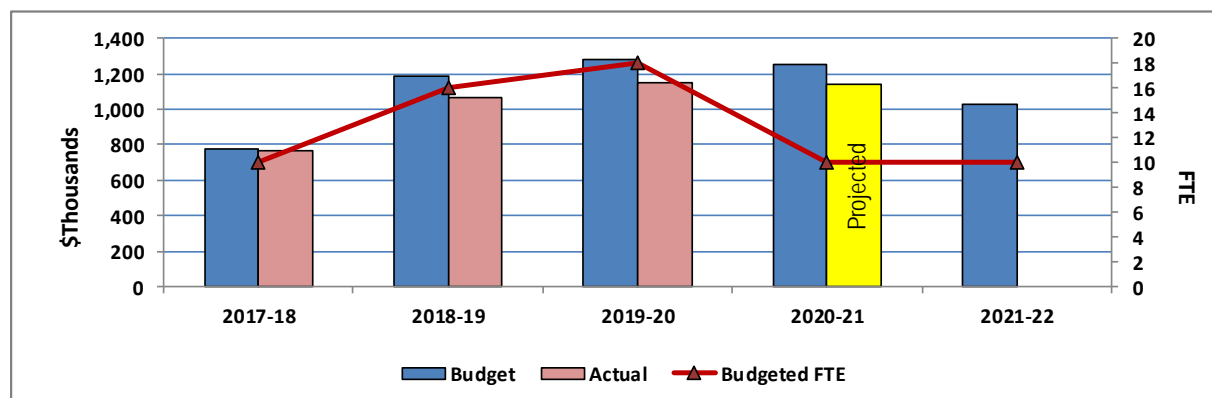
<sup>1</sup>FY2019-20 Title change for Public Safety Planner to Emergency Management Specialist per Human Resources off cycle budget staffing change request

<sup>2</sup>FY2019-20 Add two Utility Chief Operations Officers, delete Distribution & Collection Systems Division Manager per Human Resources off cycle budget staffing change request

**520 ENVIRONMENTAL COMPLIANCE & INDUSTRIAL PRETREATMENT**

OPERATIONS SUPPORT

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	865,803	981,000	862,746	518,000
7750	Worker's Compensation	6,028	11,900	7,320	5,400
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>871,831</b>	<b>992,900</b>	<b>870,066</b>	<b>523,400</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7240	Laboratory Supplies & Testing	95,597	60,000	80,920	105,000
7560	Office Supplies & Printing	29,406	20,000	19,048	15,000
7620	Small Tools & Equipment	12,239	20,000	9,865	8,000
7740	Rental of Equipment	4,890	3,700	3,920	1,200
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>142,132</b>	<b>103,700</b>	<b>113,752</b>	<b>129,200</b>
	<u>MAINTENANCE</u>				
7330	Emergency Response	11,735	10,000	10,115	-
7660	Building Services	5,269	5,000	4,817	2,500
7680	Communication Equipment	11,515	23,000	12,860	9,960
7850	Maintenance of Equipment	2,334	5,200	12,146	4,200
	<b>TOTAL MAINTENANCE</b>	<b>30,853</b>	<b>43,200</b>	<b>39,938</b>	<b>16,660</b>
	<u>UTILITIES</u>				
7060	Electricity Expense	10,542	11,500	11,021	5,750
	<b>TOTAL UTILITIES</b>	<b>10,542</b>	<b>11,500</b>	<b>11,021</b>	<b>5,750</b>
	<u>MISCELLANEOUS</u>				
7120	Transportation	37,821	40,000	33,076	20,000
7260	Expense of Supervisor & Employees	27,291	20,000	3,000	7,200
7420	Postage	4,597	4,000	2,423	3,500
7640	Uniforms	11,415	17,000	10,288	5,500
7720	Professional Services	-	-	40,000	300,000
7730	Special Services	1,338	1,700	1,086	300
7780	Miscellaneous Expense	22	1,400	233	410
7790	Software/Hardware Expense	8,758	16,600	12,892	13,080
	<b>TOTAL MISCELLANEOUS</b>	<b>91,242</b>	<b>100,700</b>	<b>102,998</b>	<b>349,990</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>1,146,600</b>	<b>1,252,000</b>	<b>1,137,776</b>	<b>1,025,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**520 ENVIRONMENTAL COMPLIANCE & INDUSTRIAL PRETREATMENT**

## OPERATIONS SUPPORT

**FUNCTION:**

Support Water and Wastewater Divisions in complying with federal, state, and local environmental regulations to protect the integrity and functions of the collection system and wastewater treatment plant processes. Permit, investigate, monitor, and regulate wastewater generated by industrial and commercial customers that may enter the wastewater collection and treatment system. Ensure compliance with the requirements of the Clean Water Act and conduct related special assignments. Assist other departments and City and State agencies to prevent and address adverse effect to the environment from industrial and commercial sources. Initiate enforcement action, if necessary.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Convert a paper process to paperless, electronic, or automated format.	Improve Efficiency	1	1	3	3
Increase number of outreach activities. (External and Internal)	Improve Communications	0	3	2	4
Industrial customers identified as SNC	Increase Customer Satisfaction & Confidence	3	9	3	2

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Pretreatment Manager	132	1	1	1	1
Code Compliance Manager <sup>5,6</sup>	132	1	1	1	0
Pretreatment Inspector Supervisor <sup>3</sup>	55	0	0	1	0
Code Compliance Supervisor <sup>3,6</sup>	55	2	2	1	1
Pretreatment Inspector <sup>2,4</sup>	51	0	6	4	6
Code Compliance Officer <sup>1,4,6</sup>	51	12	6	6	0
Customer Relations Representative	48	1	1	1	1
Secretary	46	1	1	1	1
<b>Total Personnel</b>		<b>18</b>	<b>18</b>	<b>16</b>	<b>10</b>

<sup>1</sup>FY2019-20 Transfer two Code Compliance Officers from section 150 per Issue Paper

<sup>2</sup>FY2019-20 Reclassify Pretreatment Inspector positions to Code Compliance Officer per Issue Paper

<sup>3</sup>FY2019-20 Reclassify Pretreatment Inspector Supervisor to Code Compliance Supervisor per Issue Paper

<sup>4</sup>FY2020-21 Reclassify six Code Compliance Officers to Pretreatment Inspectors per HR

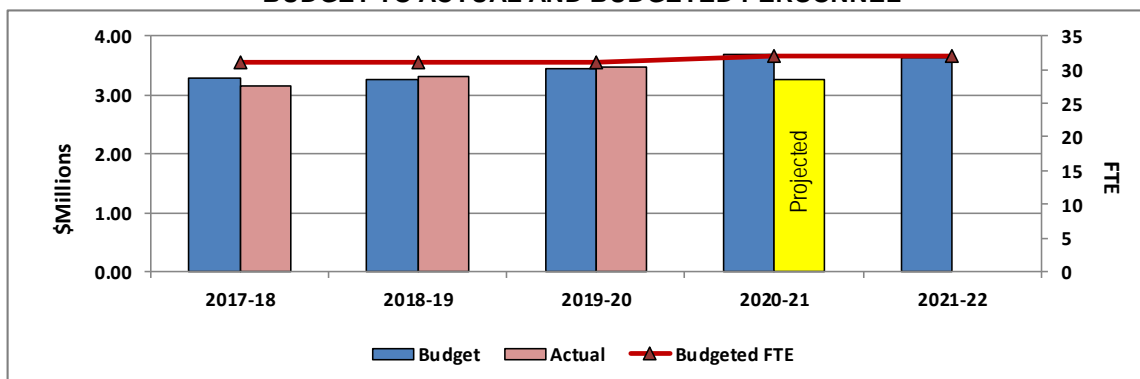
<sup>5</sup>FY2021-22 Upgrade Code Compliance Manager to PM132 per Issue Paper, subject to City approval

<sup>6</sup>FY2021-22 Code Compliance Manager, Code Compliance Supervisor, and six Code Compliance Officers transferred to new section 530 Code Compliance per Issue Paper

**525 LABORATORY SERVICES**

## OPERATIONS SUPPORT

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u><b>PERSONNEL SERVICES</b></u>				
7020	O & M Salaries and Wages	2,015,670	2,123,000	1,834,649	2,107,000
7750	Worker's Compensation	25,431	16,600	17,000	16,600
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>2,041,101</b>	<b>2,139,600</b>	<b>1,851,649</b>	<b>2,123,600</b>
	<u><b>MATERIALS &amp; SUPPLIES</b></u>				
7240	Laboratory Supplies & Testing	709,142	660,000	633,025	645,000
7560	Office Supplies & Printing	10,400	10,000	9,806	10,000
7740	Rental of Equipment	6,103	5,000	6,004	2,200
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>725,645</b>	<b>675,000</b>	<b>648,834</b>	<b>657,200</b>
	<u><b>MAINTENANCE</b></u>				
7380	Landscaping	15,972	18,000	16,550	17,000
7660	Building Services	157,869	167,000	147,337	160,000
7680	Communication Equipment	2,306	3,800	2,184	4,000
7850	Maintenance of Equipment	222,172	300,000	334,081	325,000
7930	Maintenance of Structures & Improvements	8,157	5,000	5,315	5,000
	<b>TOTAL MAINTENANCE</b>	<b>406,476</b>	<b>493,800</b>	<b>505,466</b>	<b>511,000</b>
	<u><b>UTILITIES</b></u>				
7060	Electricity Expense	120,269	155,000	118,704	130,000
7710	Natural Gas Expense	29,388	40,000	29,862	30,000
7760	Utilities	22,422	23,000	21,770	23,000
	<b>TOTAL UTILITIES</b>	<b>172,079</b>	<b>218,000</b>	<b>170,336</b>	<b>183,000</b>
	<u><b>MISCELLANEOUS</b></u>				
7120	Transportation	11,242	10,000	8,111	10,000
7260	Expense of Supervisor & Employees	25,618	45,000	7,000	25,000
7640	Uniforms	3,227	4,000	2,957	4,000
7700	Insurance	3,720	3,840	3,840	4,800
7730	Special Services	16,260	40,200	10,218	40,200
7770	Security Services	8,497	8,100	10,537	8,100
7780	Miscellaneous Expense	207	3,860	3,278	800
7790	Software/Hardware Expense	54,648	55,600	46,076	76,300
	<b>TOTAL MISCELLANEOUS</b>	<b>123,419</b>	<b>170,600</b>	<b>92,018</b>	<b>169,200</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>3,468,720</b>	<b>3,697,000</b>	<b>3,268,303</b>	<b>3,644,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**525 LABORATORY SERVICES**

## OPERATIONS SUPPORT

**FUNCTION:**

To provide accurate, precise, and timely analytical laboratory data to the Water Division, Wastewater Division, Environmental Compliance, Reclaimed Water Division and Stormwater. Furnish data and support for treatment plant operations and process controls. Coordinate analytical testing, reporting and chain of custody for water treatment plants, wastewater treatment plants and the Industrial Pretreatment program. The Laboratory Services section also provides support to all EPWater sections, small communities and other PWS that requires analytical testing.

Performance Measures	Strategic Objective	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Projected	FY 2021-22 Goal
Number of samples received	Improve Production	42,379	43,291	47,244	49,606
Number of analysis performed	Improve Production	378,038	363,445	377,089	395,943
Number of samples outstanding	Improve Efficiency	0	370	985	492
Number of analyses outstanding	Improve Efficiency	0	5547	12,901	6,450
Number of Odor Complaints Received (SAQ)	Improve Service	21	32	48	43
Number of Water Quality Complaints Received	Improve Service	709	2050	2050	1845
Percent Analytical Methods Accredited	Improve KSA's	15%	35%	41%	41%

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Laboratory Services Manager	EX5	1	1	0	1
Quality Control Chemist <sup>5</sup>	133	2	2	2	2
Lead Chemist <sup>3</sup>	131	0	6	0	6
Senior Chemist	129	6	6	4	6
Chemist <sup>3,4,6</sup>	126	17	12	14	12
Utility Laboratory Technician <sup>2</sup>	52	2	2	2	2
Utility Laboratory Sampler <sup>1</sup>	50	2	2	2	2
Secretary	46	1	1	1	1
<b>Total Personnel</b>		<b>31</b>	<b>32</b>	<b>25</b>	<b>32</b>

<sup>1</sup>FY2019-20 Reclassify Utility Laboratory Sampler from GS48 to GS50 per Issue Paper

<sup>2</sup>FY2019-20 Reclassify Utility Laboratory Technician from GS50 to GS52 per Issue Paper

<sup>3</sup>FY2020-21 Upgrade six Chemist to six Lead Chemist per Issue Paper

<sup>4</sup>FY2020-21 Add one Chemist per Issue Paper

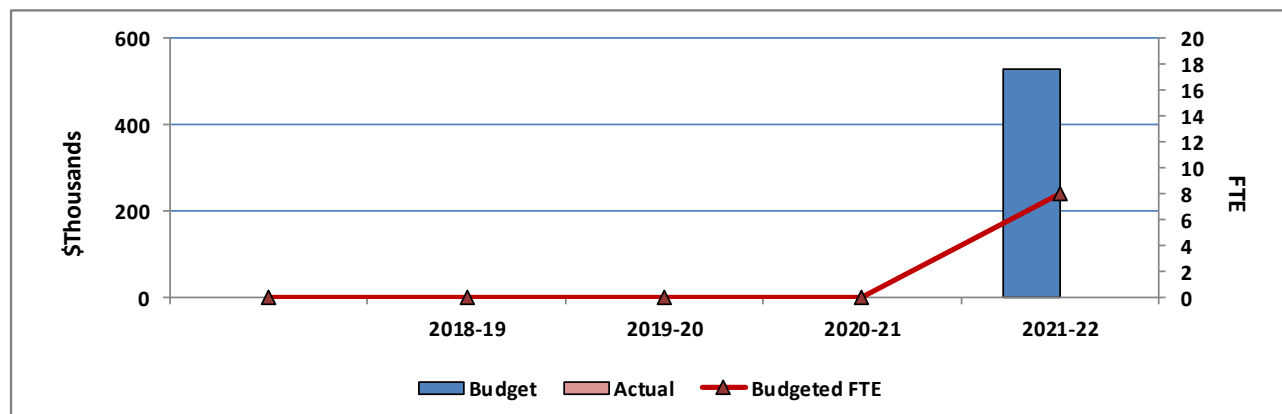
<sup>5</sup>FY2020-21 Quality Control Chemist upgraded from PM131 to PM133 per Issue Paper

<sup>6</sup>FY2020-21 Chemist upgraded from PM125 to PM126 per Issue Paper

**530 CODE COMPLIANCE**

OPERATIONS SUPPORT

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	-	-	-	453,000
7750	Worker's Compensation	-	-	-	3,600
	TOTAL PERSONNEL SERVICES (LOADED)	-	-	-	456,600
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	-	-	-	5,000
7620	Small Tools & Equipment	-	-	-	1,900
7740	Rental of Equipment	-	-	-	800
	TOTAL MATERIALS & SUPPLIES	-	-	-	7,700
	<u>MAINTENANCE</u>				
7330	Emergency Response	-	-	-	10,000
7660	Building Services	-	-	-	2,500
7680	Communication Equipment	-	-	-	6,640
7850	Maintenance of Equipment	-	-	-	1,000
	TOTAL MAINTENANCE	-	-	-	20,140
	<u>UTILITIES</u>				
7060	Electricity Expense	-	-	-	5,750
	TOTAL UTILITIES	-	-	-	5,750
	<u>MISCELLANEOUS</u>				
7120	Transportation	-	-	-	20,000
7260	Expense of Supervisor & Employees	-	-	-	4,800
7420	Postage	-	-	-	500
7640	Uniforms	-	-	-	5,500
7730	Special Services	-	-	-	200
7780	Miscellaneous Expense	-	-	-	90
7790	Software/Hardware Expense	-	-	-	8,720
	TOTAL MISCELLANEOUS	-	-	-	39,810
	TOTAL - ALL ACCOUNTS	-	-	-	530,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

Fiscal Year 2021-2022 Annual Budget

**530 CODE COMPLIANCE**

## OPERATIONS SUPPORT

**FUNCTION:**

Responsible for the enforcement of prohibited discharges into Stormwater system in the City of El Paso. Conduct scheduled and nonscheduled inspections and investigative inspections as per City of El Paso's Municipal Separate Stormwater System (MS4) permit's Best Management Practices guidelines. Receive complaints on illegal dumping and discharges and enforce for compliance with TPDES and NPDES regulations. Emergency response on spills for impact to storm system at request of Emergency law enforcement and Fire Department. Enforce water conservation ordinances. Respond to customer complaints of water wasting. Provide public outreach regarding water conservation.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Increase number of officer generated construction site inspections compared to total number of inspections. (Percentage)	Improve Efficiency	N/A	34%	90.5%	50%
Increase number of outreach activities. (External and Internal)	Improve Communications	N/A	5	7	10

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Code Compliance Manager <sup>1,2</sup>	132	0	0	0	1
Code Compliance Supervisor <sup>1</sup>	55	0	0	0	1
Code Compliance Officer <sup>1</sup>	51	0	0	0	6
<b>Total Personnel</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>

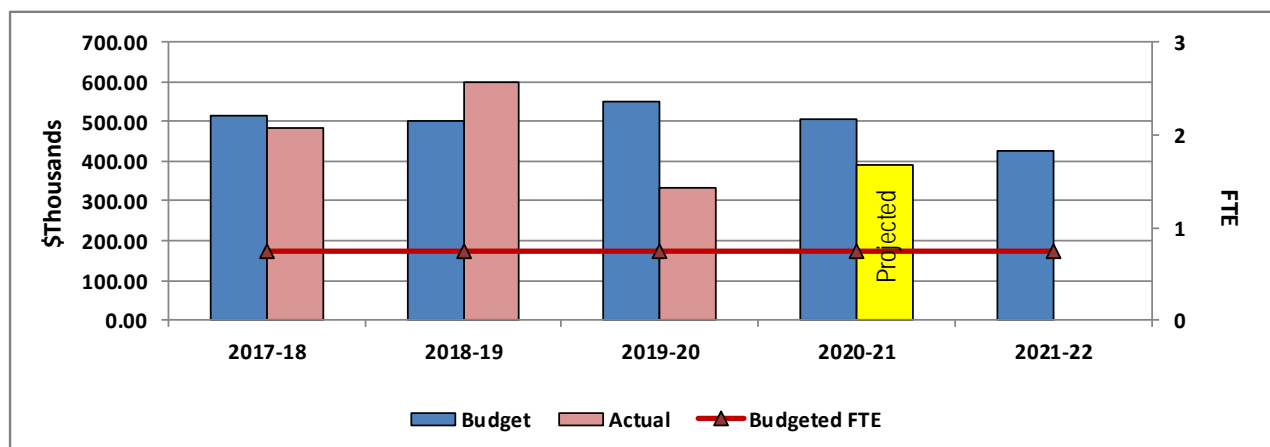
<sup>1</sup>FY2021-22 Transfer Code Compliance Manager, Code Compliance Supervisor, six Code Compliance Officers from section 520 to section 530 - Code Compliance per Issue Paper

<sup>2</sup>FY2021-22 Upgrade Code Compliance Manager to PM132 per Issue Paper, subject to City approval

**540 RECLAIMED WATER SYSTEM**

## OPERATIONS SUPPORT

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
7020	<u>PERSONNEL SERVICES</u>				
	O & M Salaries and Wages	67,749	63,000	61,673	63,000
	TOTAL PERSONNEL SERVICES (LOADED)	67,749	63,000	61,673	63,000
7500	<u>MATERIALS &amp; SUPPLIES</u>				
	Chemicals	12,506	25,000	16,344	20,000
	Office Supplies & Printing	248	500	209	500
	Rental of Equipment	292	900	182	-
	TOTAL MATERIALS & SUPPLIES	13,045	26,400	16,736	20,500
7680	<u>MAINTENANCE</u>				
	Communication Equipment	2,060	2,400	2,160	2,400
	Maintenance of Equipment	48,752	60,000	54,623	60,000
	Maintenance of Services	4,982	4,000	4,763	4,000
	Maintenance of Mains	3,952	75,000	32,996	40,000
	TOTAL MAINTENANCE	59,746	141,400	94,543	106,400
7060	<u>UTILITIES</u>				
	Electricity Expense	134,148	215,000	159,532	165,000
	Utilities	20,598	20,000	23,330	25,000
	TOTAL UTILITIES	154,746	235,000	182,862	190,000
7120	<u>MISCELLANEOUS</u>				
	Transportation	2,178	3,500	1,399	2,000
	Expense of Supervisor & Employees	2,898	5,000	1,500	3,000
	Professional Services	33,524	30,000	30,013	40,000
	Miscellaneous Expense	33	300	115	900
	Software/Hardware Expense	-	400	13	200
	TOTAL MISCELLANEOUS	38,634	39,200	33,040	46,100
	TOTAL - ALL ACCOUNTS	333,920	505,000	388,854	426,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**540 RECLAIMED WATER SYSTEM**

## OPERATIONS SUPPORT

**FUNCTION:**

Provide reclaimed water for irrigation, construction and industrial use to various public and private entities and reduce the demands on the potable water supplies and distribution system. Assure proper maintenance and operation of these systems and their component facilities and support the inclusion of current works in progress into the future system. Assist very large water users in meeting recycling demands. Assist customers to maximize the beneficial use of reclaimed water.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 ACTUAL	FY 2021-22 PROJECTED
Attend at least one Conference or one Training Class	Improve Knowledge, Skills & Abilities	2	2	2	2
Reclaimed water sold (MG)	Improve Land & Water Management	1,818	1,900	1,991	2,200
Number of Biennial Inspections Performed	Improve Efficiency	20	18	1	10

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Engineer	132	0.75	0.75	0	0.75
Utility Engineering Associate	128	0	0	0.75	0
<b>Total Personnel</b>		<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>

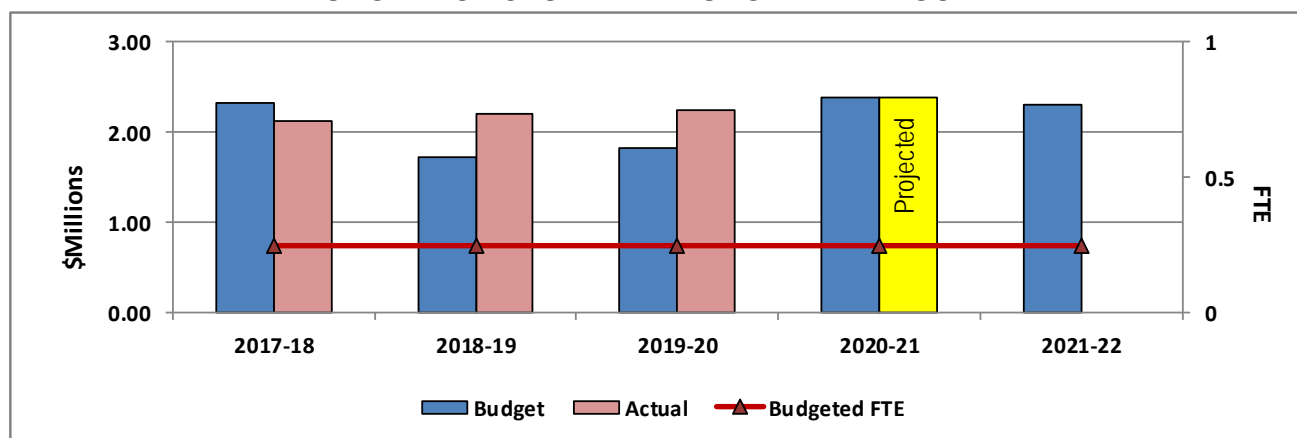


**560 BIOSOLIDS MANAGEMENT**

## OPERATIONS SUPPORT

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
7020	<u>PERSONNEL SERVICES</u>				
	O & M Salaries and Wages	16,162	21,000	17,531	21,000
	TOTAL PERSONNEL SERVICES (LOADED)	16,162	21,000	17,597	21,000
7530 7720	<u>MISCELLANEOUS</u>				
	Sludge Disposal/Monofill Management	2,225,353	2,300,000	2,055,781	2,250,000
	Professional Services	-	60,000	-	30,000
	TOTAL MISCELLANEOUS	2,225,353	2,360,000	2,055,781	2,280,000
TOTAL - ALL ACCOUNTS		2,241,515	2,381,000	2,073,378	2,301,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**560 BIOSOLIDS MANAGEMENT**

## OPERATIONS SUPPORT

**FUNCTION:**

Manage sludge hauling and proper disposal from all treatment plants to the mono-fill and/or any future disposal sites. Assure compliance with all regulations for sludge production, hauling, landfill disposal, and beneficial use of bio-solids. Mono-fill management and sludge hauling is currently an outsourced operation.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Sludge hauled to mono-fill and beneficially used (wet tons)	Increase Customer Satisfaction & Confidence	93,521	96,930	97,500	98,000
Attend at least one Conference or one Training Class	Improve Knowledge, Skills & Abilities	1	1	1	1

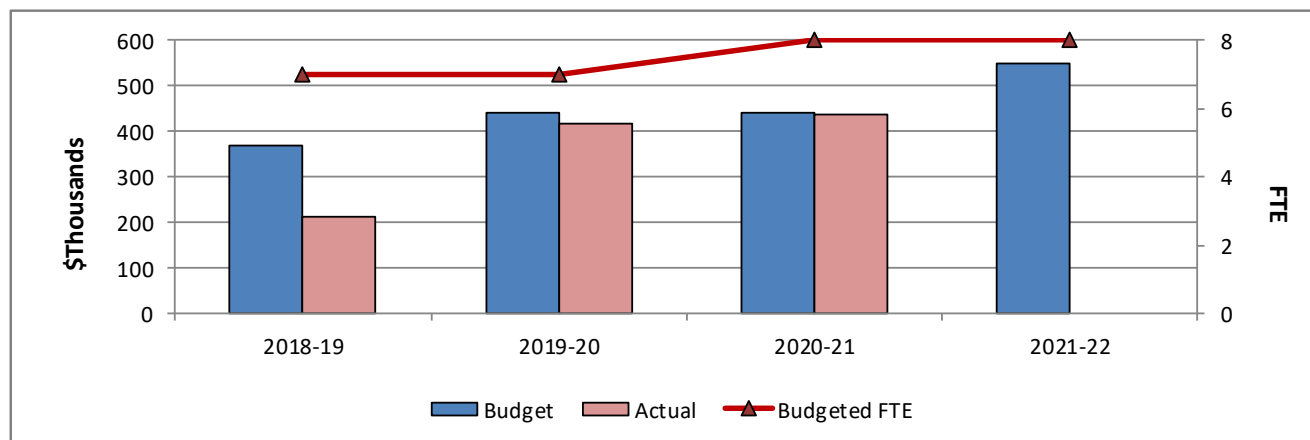
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Engineer	132	0.25	0.25	0	0.25
Utility Engineering Associate	128	0	0	0.25	0
<b>Total Personnel</b>		<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>

**580 PLANT EQUIPMENT MAINTENANCE**

## OPERATIONS SUPPORT

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	302,932	451,000	358,594	457,000
7750	Worker's Compensation	3,445	4,800	2,584	4,800
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>306,376</b>	<b>455,800</b>	<b>361,178</b>	<b>461,800</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7240	Laboratory Supplies & Testing	-	-	-	2,500
7560	Office Supplies & Printing	727	2,500	701	1,000
7620	Small Tools & Equipment	31,433	47,800	22,699	16,400
7740	Rental of Equipment	-	-	-	2,500
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>32,160</b>	<b>50,300</b>	<b>23,400</b>	<b>22,400</b>
	<b>MAINTENANCE</b>				
7660	Building Services	5,073	5,000	5,650	5,000
7680	Communication Equipment	4,102	5,350	3,697	3,900
7850	Maintenance of Equipment	20,672	5,000	14,307	18,000
	<b>TOTAL MAINTENANCE</b>	<b>29,846</b>	<b>15,350</b>	<b>23,654</b>	<b>26,900</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	14,986	10,000	10,486	10,000
7260	Expense of Supervisor & Employees	29,913	16,500	6,000	16,000
7640	Uniforms	2,819	2,200	4,163	4,500
7730	Special Services	-	22,800	1,674	-
7780	Miscellaneous Expense	32	1,250	234	500
7790	Software/Hardware Expense	882	18,800	6,248	5,900
	<b>TOTAL MISCELLANEOUS</b>	<b>48,632</b>	<b>71,550</b>	<b>28,806</b>	<b>36,900</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>417,015</b>	<b>593,000</b>	<b>437,037</b>	<b>548,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**580 PLANT EQUIPMENT MAINTENANCE**

## OPERATIONS SUPPORT

**FUNCTION:**

Provide equipment maintenance services and maintain Computer Maintenance Management System (CMMS) database for the water and wastewater treatment plants and pumping facilities. Provide trained mechanical personnel to respond to plant emergency situations. Identify, plan, budget, provide technical reviews, and monitor the 10-year capital improvement project plan to enhance treatment plant life cycle, processes and energy conservation; and to ensure safe, reliable and economical processes in compliance with regulatory requirements and in accordance with PSB rules and regulations.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Equipment Assessed, Rehabilitated or Replaced of Total	Improve Assets & Equipment	N/A	14	31	95
CMMS Data Overhaul for all Plants	Improve use of Technology	N/A	N/A	1	75
Work Orders Processed	Improve Infrastructure	N/A	84	92	95

\* INFOR (Hansen) CMMS training in progress. INFOR Upgrade in progress.

=835 Assessed\*100/2652 Assets = 31.5 Complete assessed

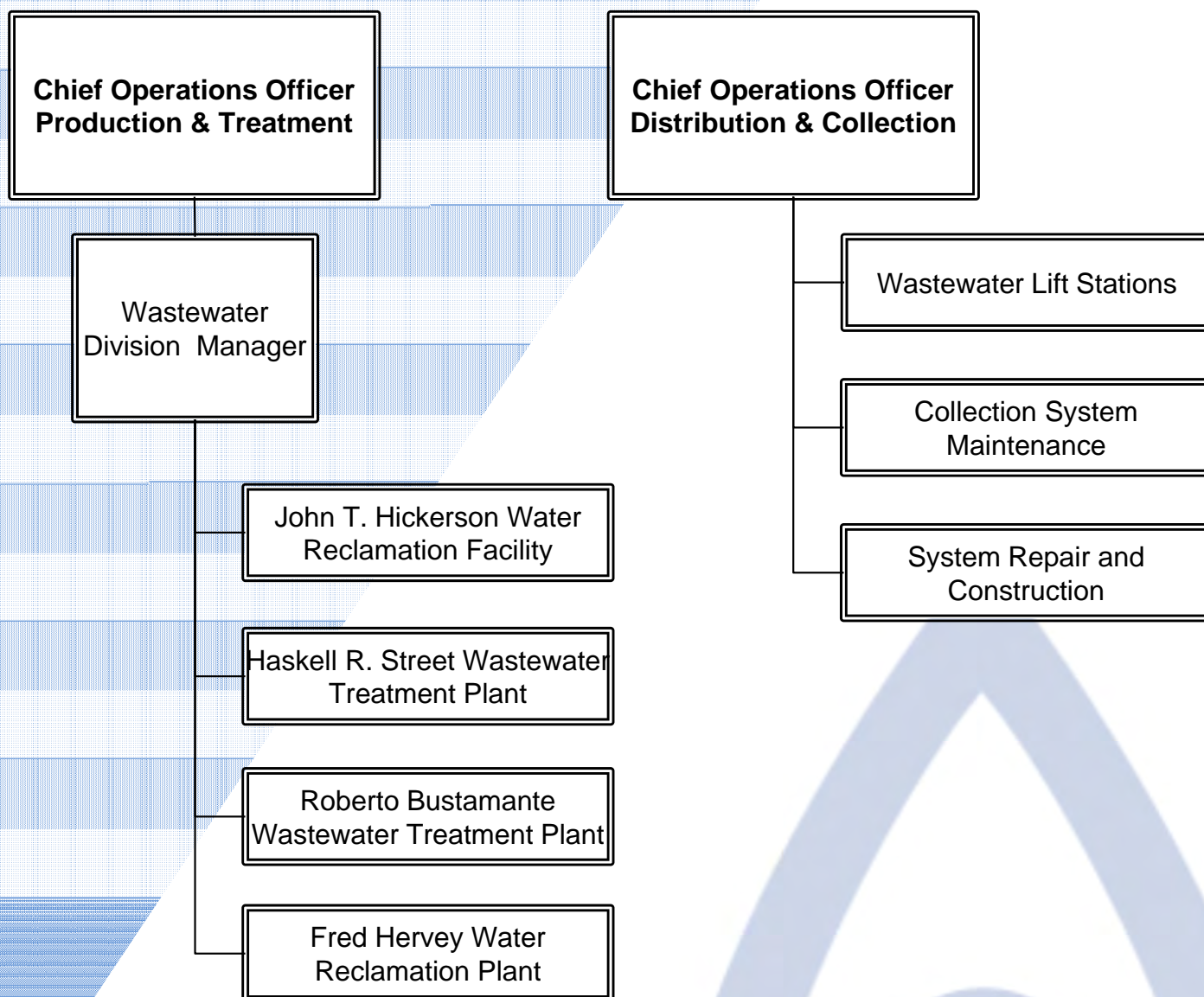
=24 Files\*100/2652 Assets = 0.9 – Released to modify Hansen in September

=231 Complete\*100/ 252 WO = 91.6 – Percent complete is relative to the work orders generated and serviced by Section 580

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Capital Projects Manager	EX5	1	1	1	1
Utility Lead Maintenance Mechanic	54	2	2	2	2
Maintenance Mechanic <sup>1</sup>	51	4	5	5	5
<b>Total Personnel</b>		<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

<sup>1</sup>FY2020-21 Add one Maintenance Mechanic per Issue Paper

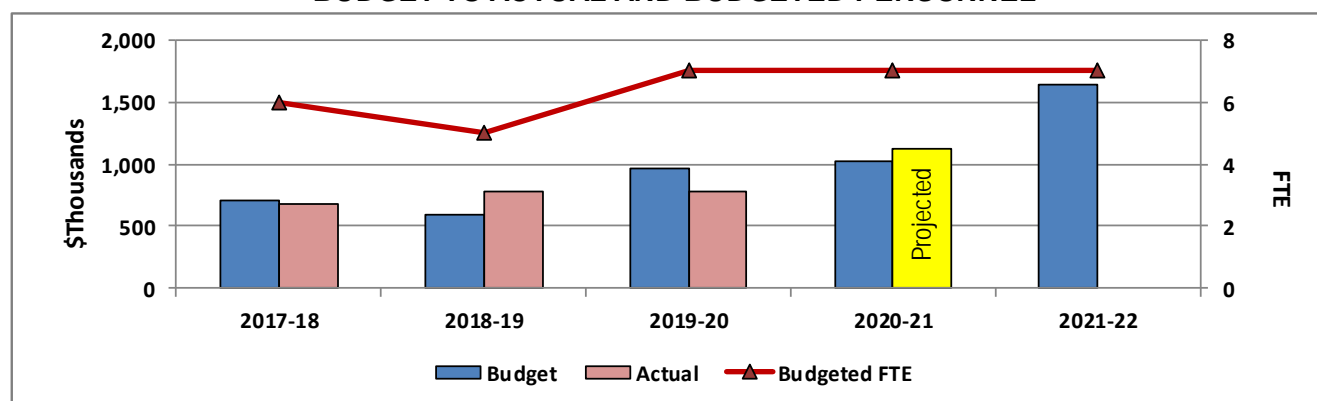
# Wastewater



**610 WASTEWATER DIVISION OFFICE****WASTEWATER****OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	539,080	685,000	609,239	707,000
7750	Worker's Compensation	861	1,200	861	1,200
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>539,941</b>	<b>686,200</b>	<b>610,100</b>	<b>708,200</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7240	Laboratory Supplies & Testing	5,288	12,000	6,078	7,000
7560	Office Supplies & Printing	2,836	5,000	1,799	2,000
7620	Small Tools & Equipment	8	-	-	-
7740	Rental of Equipment	3,990	6,000	4,976	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>12,122</b>	<b>23,000</b>	<b>12,853</b>	<b>10,700</b>
	<b>MAINTENANCE</b>				
7660	Building Services	4,002	5,000	4,696	5,000
7680	Communication Equipment	1,906	2,100	1,697	2,700
	<b>TOTAL MAINTENANCE</b>	<b>5,908</b>	<b>7,100</b>	<b>6,393</b>	<b>7,700</b>
	<b>UTILITIES</b>				
7060	Electricity Expense	6,875	8,000	7,188	8,000
	<b>TOTAL UTILITIES</b>	<b>6,875</b>	<b>8,000</b>	<b>7,188</b>	<b>8,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	4,448	6,000	4,650	5,000
7260	Expense of Supervisor & Employees	8,968	12,000	4,000	8,000
7640	Uniforms	265	500	366	500
7720	Professional Services	291,414	283,000	480,000	890,000
7780	Miscellaneous Expense	432	1,000	624	900
7790	Software/Hardware Expense	1,074	4,200	2,346	9,000
	<b>TOTAL MISCELLANEOUS</b>	<b>306,601</b>	<b>306,700</b>	<b>491,986</b>	<b>913,400</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>871,448</b>	<b>1,031,000</b>	<b>1,128,520</b>	<b>1,648,000</b>

**WASTEWATER DIVISION OFFICE  
BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**610 WASTEWATER DIVISION OFFICE****WASTEWATER****FUNCTION:**

Responsible for the management of the overall operation and maintenance of all wastewater treatment and reclamation plants, all lift stations and storm water pump stations, the sewer collection system, and repair and construction of the sewer system.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Total raw wastewater, 1,000 gal per calendar year	Increase Customer Satisfaction & Confidence	20,686,098	21,415,180	21,000,000	21,500,000

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Wastewater Systems Division Manager	EX3	1	1	1	1
Wastewater Treatment Manager	EX4	1	1	1	1
Wastewater Collection System Manager	EX5	1	1	1	1
Utility Plant Chief Superintendent <sup>2</sup>	132	1	1	0	1
Wastewater Collection Systems Chief Superintendent	130	1	1	1	1
Industrial Electrician <sup>1</sup>	55	1	1	1	1
Engineering Senior Technician	54	1	1	1	1
<b>Total Personnel</b>		<b>7</b>	<b>7</b>	<b>6</b>	<b>7</b>

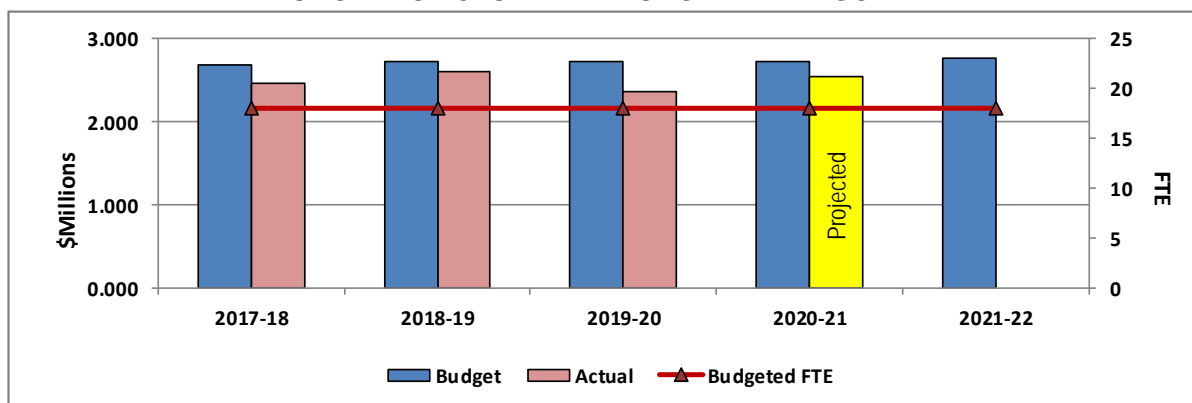
<sup>1</sup>FY2019-20 Add one Industrial Electrician per Issue Paper

<sup>2</sup>FY2019-20 Add one Utility Plant Chief Superintendent per Issue Paper

**620 WASTEWATER LIFT STATIONS**

## WASTEWATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	687,020	888,000	776,850	900,000
7750	Worker's Compensation	17,093	10,700	12,000	10,700
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>704,113</b>	<b>898,700</b>	<b>788,850</b>	<b>910,700</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7500	Chemicals	286,126	390,000	342,288	350,000
7560	Office Supplies & Printing	804	1,000	1,041	1,000
7620	Small Tools & Equipment	7,670	7,000	7,763	7,000
7740	Rental of Equipment	981	1,000	899	-
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>295,581</b>	<b>399,000</b>	<b>351,991</b>	<b>358,000</b>
	<u>MAINTENANCE</u>				
7380	Landscaping	34,831	30,000	32,931	35,000
7660	Building Services	9,608	9,000	8,619	9,000
7680	Communication Equipment	14,468	11,800	8,557	11,100
7850	Maintenance of Equipment	574,861	600,000	576,861	600,000
7930	Maintenance of Structures & Improvements	7,570	10,000	7,700	8,000
	<b>TOTAL MAINTENANCE</b>	<b>641,338</b>	<b>660,800</b>	<b>634,668</b>	<b>663,100</b>
	<u>UTILITIES</u>				
7060	Electricity Expense	575,430	600,000	618,939	620,000
7760	Utilities	47,869	45,000	49,753	50,000
	<b>TOTAL UTILITIES</b>	<b>623,298</b>	<b>645,000</b>	<b>668,692</b>	<b>670,000</b>
	<u>MISCELLANEOUS</u>				
7120	Transportation	55,368	60,000	54,606	56,000
7260	Expense of Supervisor & Employees	2,342	15,200	1,936	10,000
7640	Uniforms	20,773	20,000	21,439	20,000
7700	Insurance	10,920	11,280	11,280	14,300
7780	Miscellaneous Expense	665	1,520	1,262	1,400
7790	Software/Hardware Expense	492	11,500	5,620	67,500
	<b>TOTAL MISCELLANEOUS</b>	<b>90,560</b>	<b>119,500</b>	<b>96,143</b>	<b>169,200</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>2,354,890</b>	<b>2,723,000</b>	<b>2,540,343</b>	<b>2,771,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**620 WASTEWATER LIFT STATIONS**

## WASTEWATER

**FUNCTION:**

Responsible for the 24 hour operation and maintenance of 75 lift stations throughout the sewer collection system. The system is comprised of approximately 168 pumps, six compressors, three vacuum pumps and twenty four diesel and natural gas engine generators. Pump capacities range from 50 to 7,777 gallons per minute per unit and electric motors and control panels ranging from three to 350 HP per unit. We also provide odor control measures and maintain supervisory control and data acquisition (SCADA) control panels for the Utility's alarm system. Responsible for the operation and maintenance of 22 storm water pump stations with pumps ranging from three to 476 horsepower and capacities of 450 to 70,000 gallons per minute.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Pump overhauls completed	Improve Efficiency	26	29	24	24
Overflows due to lift station malfunctions	Increase Customer Satisfaction & Confidence	0	0	0	0
Reduce O&M Costs*	Strengthen Financial Viability	95.65%	86.26%	93.00%	93.00%

\*Percent used of total budgeted amount

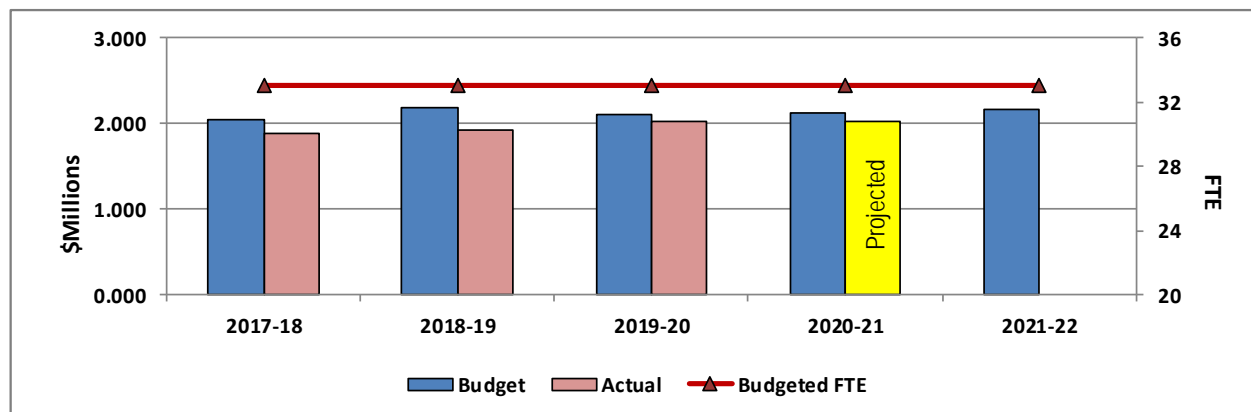
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Wastewater Lift Stations Superintendent	128	1	1	1	1
Wastewater Lift Stations Maintenance Supervisor	55	1	1	1	1
Industrial Electrician	55	2	2	2	2
Lead Maintenance Mechanic	54	2	2	0	2
Utility Lead Maintenance Mechanic	54	0	0	1	0
Maintenance Mechanic <sup>1</sup>	51	7	6	6	6
Trades Helper <sup>1</sup>	45	5	6	4	6
<b>Total Personnel</b>		<b>18</b>	<b>18</b>	<b>15</b>	<b>18</b>

<sup>1</sup>FY2020-21 Downgrade one Maintenance Mechanic to Trades Helper per Issue Paper

**630 COLLECTIONS SYSTEM MAINTENANCE**

## WASTEWATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7010	Capital Salaries and Wages	25,716	77,000	49,195	78,000
7020	O & M Salaries and Wages	1,467,013	1,462,000	1,371,821	1,476,000
7750	Worker's Compensation	52,060	30,000	58,019	30,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>1,544,788</b>	<b>1,569,000</b>	<b>1,479,035</b>	<b>1,584,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7500	Chemicals	14,670	12,000	9,794	12,000
7560	Office Supplies & Printing	3,605	4,000	3,761	4,000
7620	Small Tools & Equipment	20,400	20,000	17,239	20,000
7740	Rental of Equipment	981	1,000	1,608	1,500
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>39,656</b>	<b>37,000</b>	<b>32,403</b>	<b>37,500</b>
	<b>MAINTENANCE</b>				
7660	Building Services	4,888	7,000	11,143	7,000
7680	Communication Equipment	21,471	15,500	11,252	13,400
7850	Maintenance of Equipment	33,224	30,000	47,275	35,000
7880	Maintenance of Mains	51,986	150,000	71,018	80,000
	<b>TOTAL MAINTENANCE</b>	<b>111,569</b>	<b>202,500</b>	<b>140,688</b>	<b>135,400</b>
	<b>UTILITIES</b>				
7760	Utilities	6,290	8,000	6,276	8,000
	<b>TOTAL UTILITIES</b>	<b>6,290</b>	<b>8,000</b>	<b>6,276</b>	<b>8,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	265,689	240,000	327,558	300,000
7260	Expense of Supervisor & Employees	16,789	18,370	3,000	10,000
7640	Uniforms	23,578	24,000	26,987	28,000
7780	Miscellaneous Expense	95	3,530	273	1,200
7790	Software/Hardware Expense	8,020	22,600	12,806	65,900
	<b>TOTAL MISCELLANEOUS</b>	<b>314,171</b>	<b>308,500</b>	<b>370,624</b>	<b>405,100</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>2,016,475</b>	<b>2,125,000</b>	<b>2,029,027</b>	<b>2,170,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**630 COLLECTIONS SYSTEM MAINTENANCE****WASTEWATER****FUNCTION:**

Responsible for the operation and maintenance of the sewage collection system including a preventive and emergency sewer line cleaning program (hydro-vectors); operation of a TV inspection program of sewer lines; application of chemicals to sewage for odor control and build up in sewer system; clean-up of customer backups due to a water main break or sewage backup; and operation of relieve valves. There are approximately 2,385 miles of sewer lines ranging from sizes from 6' to 72" in the collection system.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Linear feet of sewer lines televised and inspected	Improve Efficiency	285,630	245,715	319,200	332,700
Linear feet of sewer lines cleaned using hydro-vectors	Improve Efficiency	3,200,560	3,140,960	3,750,000	3,800,000
Percent of total system receiving PM	Improve Infrastructure	27%	22%	28%	28%
Linear feet of collection system maintained per man-hour (budgeted FTE's)	Improve Efficiency	47	52	52	52

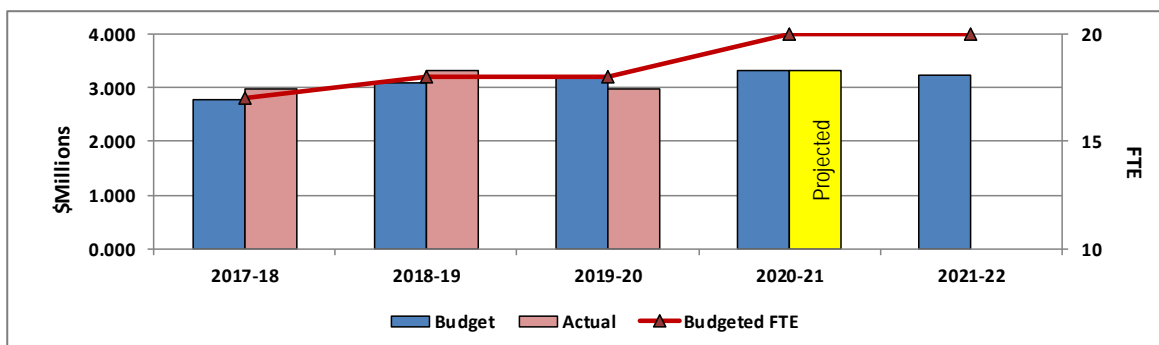
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Wastewater Collect Maintenance Superintendent	128	1	1	1	1
Wastewater Collection Maintenance Assistant Superintendent	55	1	1	0	1
GIS Technician	122	1	1	1	1
Wastewater Service Worker Supervisor	52	7	7	5	7
Equipment Operator	48	8	8	7	8
Trades Helper	45	7	7	6	7
General Service Worker	43	8	8	8	8
<b>Total Personnel</b>		<b>33</b>	<b>33</b>	<b>28</b>	<b>33</b>

## 640 JOHN T. HICKERSON WATER RECLAMATION FACILITY

## WASTEWATER

OPERATING AND MAINTENANCE BUDGET					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	965,736	1,129,000	979,049	1,110,000
7750	Worker's Compensation	11,101	8,900	10,798	8,900
	TOTAL PERSONNEL SERVICES (LOADED)	976,837	1,137,900	989,846	1,118,900
	<u>MATERIALS &amp; SUPPLIES</u>				
7240	Laboratories Supplies & Testing	53,002	45,000	34,436	40,000
7500	Chemicals	189,032	220,000	202,576	200,000
7560	Office Supplies & Printing	785	1,500	735	1,500
7620	Small Tools & Equipment	11,889	12,000	19,708	20,000
7740	Rental of Equipment	2,827	3,200	3,501	2,000
	TOTAL MATERIALS & SUPPLIES	257,536	281,700	260,956	263,500
	<u>MAINTENANCE</u>				
7380	Landscaping	12,918	20,000	11,285	15,000
7660	Building Services	27,754	30,000	26,712	28,000
7680	Communication Equipment	4,149	5,000	3,588	5,500
7850	Maintenance of Equipment	746,040	800,000	798,258	800,000
7930	Maintenance of Structures & Improvements	2,297	20,000	15,000	10,000
	TOTAL MAINTENANCE	793,157	875,000	854,842	858,500
	<u>UTILITIES</u>				
7060	Electricity Expense	633,098	720,000	664,198	700,000
7710	Natural Gas Expense	9,758	20,000	15,340	15,000
7760	Utilities	66,359	45,000	49,642	50,000
	TOTAL UTILITIES	709,214	785,000	729,180	765,000
	<u>MISCELLANEOUS</u>				
7120	Transportation	11,482	15,000	8,272	10,000
7160	Permit Fee to State	109,112	109,000	108,105	109,000
7260	Expense of Supervisor & Employees	17,031	18,700	11,974	10,000
7640	Uniforms	18,528	22,200	17,469	19,000
7700	Insurance	14,280	15,000	15,000	18,900
7770	Security Services	56,265	61,700	67,422	61,700
7780	Miscellaneous Expense	-	700	-	900
7790	Software/Hardware Expense	2,939	9,100	5,693	10,600
	TOTAL MISCELLANEOUS	229,636	251,400	233,935	240,100
	TOTAL - ALL ACCOUNTS	2,966,381	3,331,000	3,068,760	3,246,000

## BUDGET TO ACTUAL AND BUDGETED PERSONNEL



**640 JOHN T. HICKERSON WATER RECLAMATION FACILITY****WASTEWATER****FUNCTION:**

The John T. Hickerson Water Reclamation Facility is responsible for safely and efficiently receiving, treating, and processing all wastewater generated in the west and northwest part of the City of El Paso. This facility is designed to treat a capacity of 17.5 MGD. The treatment process includes activated sludge, secondary clarification, filtration, ultraviolet disinfection, re-aeration of the final effluent and the treatment of sewer gases with chemical scrubbers for odor control. Part of the plant's effluent is directed to the reclaimed water system where it is stored and used for irrigation by various schools, and businesses in the northwest part of the city. The plant's final effluent is safely discharged into the Rio Grande.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
NACWA Award	Increase Customer Satisfaction & Confidence	Silver	N/A	N/A	Silver
TPDES Permit Violations	Increase Customer Satisfaction & Confidence	2	6	4	0
Odor Complaints	Increase Customer Satisfaction & Confidence	0	0	0	0
Treated Wastewater Influent (MG)	Increase Customer Satisfaction & Confidence	3,875	3,257	3,011	3,500
Average cost per 1,000 gallons treated effluent	Strengthen Financial Viability	\$0.85	\$0.98	\$1.10	\$0.95

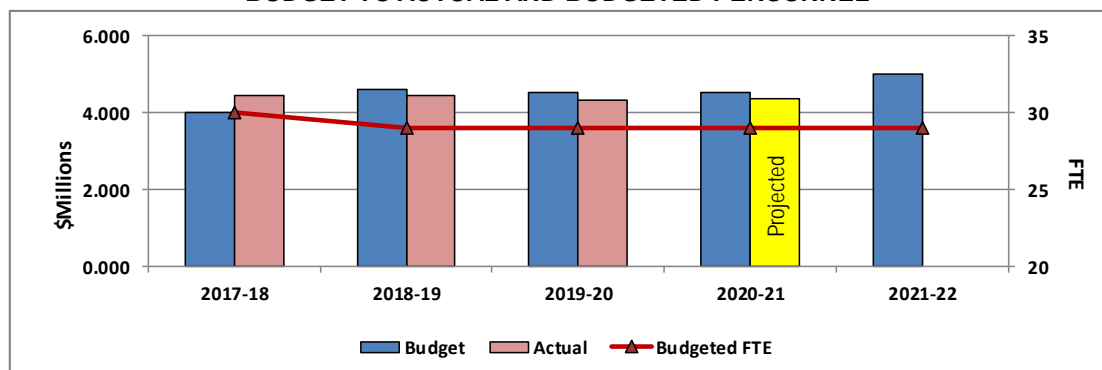
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	2	2	2	2
Utility Plant Lead Technician	55	8	8	6	8
Industrial Electrician	55	1	1	1	1
Utility Plant Senior Technician <sup>1</sup>	52	2	3	1	3
Utility Plant Technician <sup>2</sup>	50	4	5	8	5
<b>Total Personnel</b>		<b>18</b>	<b>20</b>	<b>19</b>	<b>20</b>

<sup>1</sup>FY2020-21 Add one Utility Plant Senior Technician per Issue Paper

<sup>2</sup>FY2020-21 Add one Utility Plant Technician per Issue Paper

**650 HASKELL STREET WASTEWATER TREATMENT PLANT****WASTEWATER**

<b>OPERATING AND MAINTENANCE BUDGET</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2019-20</b>	<b>BUDGET FY 2020-21</b>	<b>PROJECTED FY 2020-21</b>	<b>APPROVED FY 2021-22</b>
	<u><b>PERSONNEL SERVICES</b></u>				
7020	O & M Salaries and Wages	1,417,443	1,493,000	1,372,745	1,506,000
7750	Worker's Compensation	31,443	16,600	47,259	25,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>1,448,886</b>	<b>1,509,600</b>	<b>1,420,004</b>	<b>1,531,000</b>
	<u><b>MATERIALS &amp; SUPPLIES</b></u>				
7240	Laboratories Supplies & Testing	34,760	35,000	28,999	35,000
7500	Chemicals	835,258	850,000	623,236	800,000
7560	Office Supplies & Printing	2,203	2,000	2,240	2,000
7620	Small Tools & Equipment	27,661	25,000	12,802	17,000
7740	Rental of Equipment	2,002	2,000	2,628	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>901,884</b>	<b>914,000</b>	<b>669,905</b>	<b>855,700</b>
	<u><b>MAINTENANCE</b></u>				
7380	Landscaping	15,102	10,000	12,911	12,000
7660	Building Service	32,623	28,500	27,819	28,500
7680	Communication Equipment	4,123	5,700	4,056	5,800
7850	Maintenance of Equipment	809,684	800,000	1,045,132	1,315,000
7930	Maintenance of Structures & Improvements	18,463	10,000	6,409	10,000
	<b>TOTAL MAINTENANCE</b>	<b>879,995</b>	<b>854,200</b>	<b>1,096,328</b>	<b>1,371,300</b>
	<u><b>UTILITIES</b></u>				
7060	Electricity Expense	732,828	800,000	762,183	770,000
7710	Natural Gas Expense	67,754	100,000	79,662	80,000
7760	Utilities	44,559	41,000	43,117	44,000
	<b>TOTAL UTILITIES</b>	<b>845,141</b>	<b>941,000</b>	<b>884,962</b>	<b>894,000</b>
	<u><b>MISCELLANEOUS</b></u>				
7120	Transportation	20,590	20,000	27,433	25,000
7160	Permit Fee to State	125,635	121,000	123,418	124,000
7260	Expense of Supervisor & Employees	13,343	25,320	6,000	15,000
7640	Uniforms	24,027	27,000	30,654	30,000
7700	Insurance	16,920	17,640	17,640	22,300
7770	Security Services	45,745	65,300	84,041	112,800
7780	Miscellaneous Expense	656	2,740	72	1,000
7790	Software Hardware Expense	2,104	15,200	6,710	15,900
	<b>TOTAL MISCELLANEOUS</b>	<b>249,021</b>	<b>294,200</b>	<b>295,968</b>	<b>346,000</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>4,324,926</b>	<b>4,513,000</b>	<b>4,367,166</b>	<b>4,998,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**650 HASKELL STREET WASTEWATER TREATMENT PLANT**

## WASTEWATER

**FUNCTION:**

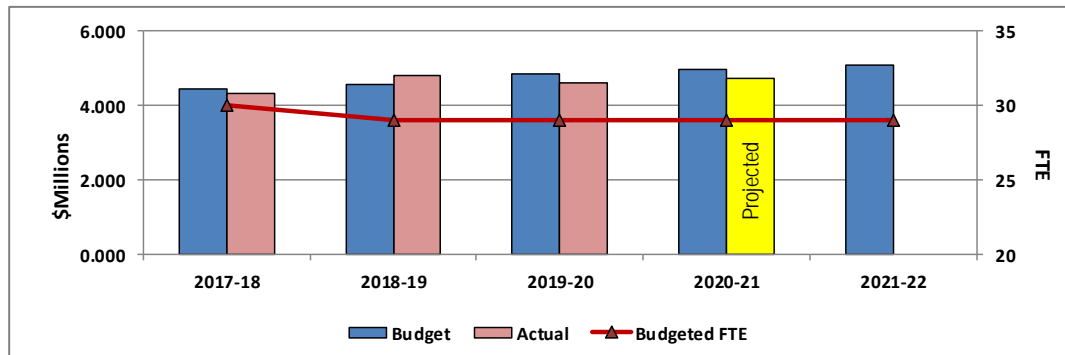
Supervise the 24-hour operation and maintenance of the Haskell R. Street Wastewater Treatment Plant, Which treats all wastewater from Central El Paso, Fort Bliss, and the diversions from the John T. Hickerson Water Reclamation Facility. The activated sludge plant consists of primary treatment, activated sludge treatment which also includes an anoxic selector to recover energy through nitrification/denitrification, final disinfection, dewatering of anaerobic sludge with filter belt presses, and the treatment of sewer gases with chemical and biological scrubbers for odor control. Plant effluent is discharged into the American Canal in return for additional water credits for the surface water plants. The plant also provides reclaimed water to Ascarate Golf Course, South-Central area parks, schools and businesses.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
NACWA Award	Increase Customer Satisfaction & Confidence	Silver	SILVER	SILVER	GOLD
TPDES Permit Violations	Increase Customer Satisfaction & Confidence	1	2	1	0
Odor Complaints	Increase Customer Satisfaction & Confidence	1	1	0	0
Treated Wastewater Influent (MG)	Increase Customer Satisfaction & Confidence	4,462	4,747	5,266	5,500
Average cost per 1,000 gallons	Strengthen Financial Viability	\$0.87	\$0.91	\$0.79	\$0.75

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	2	2	2	2
Industrial Electrician	55	1	1	1	1
Utility Plant Lead Technician	55	8	8	8	8
Utility Plant Senior Technician	52	8	8	2	8
Utility Plant Technician	50	8	8	11	8
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>29</b>	<b>29</b>	<b>26</b>	<b>29</b>

**670 ROBERTO BUSTAMANTE WASTEWATER TREATMENT PLANT****WASTEWATER**

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	1,389,537	1,504,000	1,308,441	1,503,000
7750	Worker's Compensation	18,477	16,600	61,451	25,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>1,408,013</b>	<b>1,520,600</b>	<b>1,369,893</b>	<b>1,528,000</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7240	Laboratories Supplies & Testing	66,370	50,000	50,882	60,000
7500	Chemicals	559,932	700,000	616,183	620,000
7560	Office Supplies & Printing	2,343	4,000	3,269	4,000
7620	Small Tools & Equipment	21,799	18,000	24,805	20,700
7740	Rental of Equipment	1,929	2,000	7,000	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>652,373</b>	<b>774,000</b>	<b>702,139</b>	<b>706,300</b>
	<u>MAINTENANCE</u>				
7380	Landscaping	3,975	20,000	20,000	18,000
7660	Building Services	27,132	36,000	30,616	32,000
7680	Communication Equipment	4,220	6,000	4,795	6,800
7850	Maintenance of Equipment	983,838	1,000,000	1,247,345	1,200,000
7930	Maintenance of Structures & Improvements	59,930	20,000	35,257	90,000
	<b>TOTAL MAINTENANCE</b>	<b>1,079,095</b>	<b>1,082,000</b>	<b>1,338,013</b>	<b>1,346,800</b>
	<u>UTILITIES</u>				
7060	Electricity Expense	1,026,111	1,025,000	836,181	1,000,000
7710	Natural Gas Expense	95,722	160,000	115,849	120,000
7760	Utilities	66,651	92,000	85,507	92,000
	<b>TOTAL UTILITIES</b>	<b>1,188,484</b>	<b>1,277,000</b>	<b>1,037,537</b>	<b>1,212,000</b>
	<u>MISCELLANEOUS</u>				
7120	Transportation	20,346	20,000	22,582	22,000
7160	Permit Fee to State	123,620	125,000	123,492	125,000
7260	Expense of Supervisor & Employees	15,125	30,000	4,000	15,000
7640	Uniforms	28,808	23,000	29,215	30,000
7700	Insurance	21,720	22,560	22,560	28,600
7730	Special Services	-	100	5	-
7770	Security Services	56,523	61,000	58,427	61,000
7780	Miscellaneous Expense	2,368	4,540	4,875	1,200
7790	Software/Hardware Expense	3,032	20,200	9,370	20,100
	<b>TOTAL MISCELLANEOUS</b>	<b>271,543</b>	<b>306,400</b>	<b>274,525</b>	<b>302,900</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>4,599,508</b>	<b>4,960,000</b>	<b>4,722,106</b>	<b>5,096,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**670 ROBERTO BUSTAMANTE WASTEWATER TREATMENT PLANT****WASTEWATER****FUNCTION:**

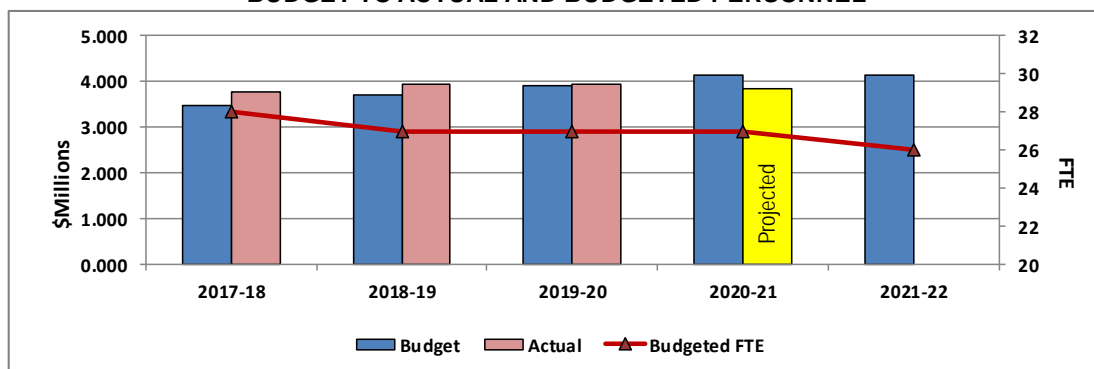
Responsible for the operation and maintenance of the Roberto R. Bustamante Plant, which treats approximately 30 MGD. The plant treatment process provides primary treatment, conventional activated sludge treatment, final disinfection, anaerobic digesters, belt presses, and gravity belt thickeners. The plant also has a 2 MGD sand filter system with pumping equipment, chlorine addition, and disinfecting capabilities for water re-use for the Riverside International Industrial Center. The plant also provides water to the Rio Bosque Wetlands Park and reclaimed water to the Mount Carmel Cemetery and to the City's Tree Farm.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
NACWA Award	Increase Customer Satisfaction & Confidence	SILVER	SILVER	SILVER	GOLD
TPDES Permit Violations	Increase Customer Satisfaction & Confidence	1	1	1	0
Odor Complaints	Increase Customer Satisfaction & Confidence	0	0	0	0
Treated Wastewater Effluent (MG)	Increase Customer Satisfaction & Confidence	10,348	10,500	10,712	10,819
Average cost of 1,000 gallons treated	Strengthen Financial Viability	\$0.36	\$0.44	\$0.43	<\$0.45

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	2	2	2	2
Utility Plant Lead Technician	55	9	9	7	9
Industrial Electrician	55	1	1	1	1
Utility Plant Senior Technician	52	8	8	4	8
Utility Plant Technician	50	7	7	9	7
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>29</b>	<b>29</b>	<b>25</b>	<b>29</b>

**680 FRED HERVEY WATER RECLAMATION PLANT****WASTEWATER**

<b>OPERATING AND MAINTENANCE BUDGET</b>					
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2019-20</b>	<b>BUDGET FY 2020-21</b>	<b>PROJECTED FY 2020-21</b>	<b>APPROVED FY 2021-22</b>
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	1,192,921	1,356,000	1,160,432	1,324,000
7750	Worker's Compensation	12,666	15,400	32,694	15,400
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>1,205,587</b>	<b>1,371,400</b>	<b>1,193,126</b>	<b>1,339,400</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7240	Laboratory Supplies & Testing	15,399	20,000	9,189	10,000
7500	Chemicals	1,067,456	980,000	1,093,306	1,123,000
7560	Office Supplies & Printing	5,992	4,000	6,970	4,000
7620	Small Tools & Equipment	10,082	8,000	10,114	8,000
7740	Rental of Equipment	1,930	2,000	4,561	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,100,859</b>	<b>1,014,000</b>	<b>1,124,140</b>	<b>1,146,600</b>
	<b>MAINTENANCE</b>				
7380	Landscaping	6,540	3,000	1,671	2,000
7660	Building Services	47,864	32,000	55,336	55,000
7680	Communication Equipment	3,007	3,700	4,124	4,000
7850	Maintenance of Equipment	831,432	720,000	617,264	700,000
7930	Maintenance of Structures & Improvements	11,441	20,000	30,000	30,000
	<b>TOTAL MAINTENANCE</b>	<b>900,284</b>	<b>778,700</b>	<b>708,396</b>	<b>791,000</b>
	<b>UTILITIES</b>				
7060	Electricity Expense	605,732	700,000	654,805	680,000
7710	Natural Gas Expense	14,836	17,000	14,863	17,000
7760	Utilities	18,820	19,000	29,610	25,000
	<b>TOTAL UTILITIES</b>	<b>639,388</b>	<b>736,000</b>	<b>699,278</b>	<b>722,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	32,991	30,000	50,400	50,000
7160	Permit Fees to State	7,123	8,000	7,103	8,000
7260	Expense of Supervisor & Employees	15,424	18,000	5,000	10,000
7640	Uniforms	12,057	16,000	12,437	13,000
7700	Insurance	18,360	19,080	19,080	24,200
7770	Security	6,474	7,900	10,630	7,900
7780	Miscellaneous Expense	14	2,020	987	1,000
7790	Software/Hardware Expense	492	10,900	4,961	15,900
	<b>TOTAL MISCELLANEOUS</b>	<b>92,935</b>	<b>111,900</b>	<b>110,599</b>	<b>130,000</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>3,939,053</b>	<b>4,012,000</b>	<b>3,835,539</b>	<b>4,129,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**680 FRED HERVEY WATER RECLAMATION PLANT****WASTEWATER****FUNCTION:**

Operate and maintain the water reclamation plant that treats Northeast El Paso wastewater to drinking water quality. Operate and maintain injection wells and infiltration basins that recharge the Hueco Bolson aquifer, a pumping station, and a field reservoir. Product water is sold to the El Paso Electric Company Newman power plant, Painted Dunes Golf Course, Solid Waste Management, Triple B Cattle Ranch and the Northeast Regional Park.

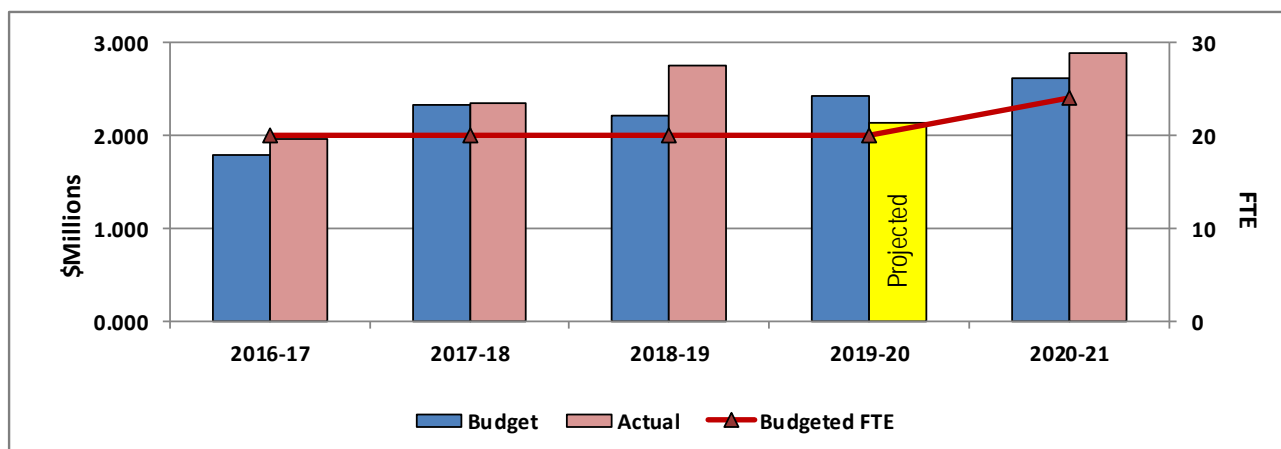
PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
NACWA Award	Increase Customer Satisfaction & Confidence	PLATINUM	PLATINUM	PLATINUM	PLATINUM
Effluent Permit Violations	Increase Customer Satisfaction & Confidence	0	0	0	0
Odor Complaints	Increase Customer Satisfaction & Confidence	0	0	0	0
Treated Wastewater Influent (MG)	Increase Customer Satisfaction & Confidence	2,031	2,048	2,055	>2,055
Total water production (MG)	Increase Customer Satisfaction & Confidence	2,052	2,058	2,061	>2,061
Average cost per 1,000 gallons treated	Strengthen Financial Viability	\$1.82	\$1.86	\$1.90	<\$1.90

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Plant Superintendent	130	1	1	1	1
Utility Plant Assistant Superintendent	125	2	2	2	2
Industrial Electrician	55	1	1	1	1
Utility Plant Lead Technician	55	8	8	5	8
Utility Plant Senior Technician	52	7	7	1	7
Utility Plant Technician	50	6	6	8	6
Equipment Operator <sup>1</sup>	48	1	0	1	0
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>27</b>	<b>26</b>	<b>20</b>	<b>26</b>

<sup>1</sup>FY2020-21 Move one Equipment Operator to section 916 per Human Resources off cycle budget staffing change request

**690 SYSTEM REPAIR & CONSTRUCTION****WASTEWATER****OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7010	Capital Salaries and Wages	242,837	440,000	474,318	453,000
7020	O & M Salaries and Wages	475,641	537,000	325,033	554,000
7750	Worker's Compensation	24,130	25,000	18,697	25,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>742,608</b>	<b>1,002,000</b>	<b>818,049</b>	<b>1,032,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	317	1,000	1,084	1,000
7620	Small Tools & Equipment	14,905	25,000	27,023	25,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>15,223</b>	<b>26,000</b>	<b>28,107</b>	<b>26,000</b>
	<b>MAINTENANCE</b>				
7280	Manhole Expense	169,197	250,000	226,108	250,000
7660	Building Services	7,514	10,000	13,081	10,000
7680	Communication Equipment	6,957	5,200	5,556	4,600
7850	Maintenance of Equipment	14,489	25,000	20,893	25,000
7860	Maintenance of Services	30,719	200,000	67,139	100,000
7880	Maintenance of Mains	1,066,356	1,000,000	1,618,748	1,400,000
	<b>TOTAL MAINTENANCE</b>	<b>1,295,232</b>	<b>1,490,200</b>	<b>1,951,526</b>	<b>1,789,600</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	45,972	50,000	46,213	48,000
7260	Expense of Supervisor & Employees	10,787	10,220	2,000	5,000
7640	Uniforms	22,404	21,050	23,525	25,400
7780	Miscellaneous Expense	1,932	3,630	3,365	2,900
7790	Software/Hardware Expense	1,238	4,900	463	1,100
	<b>TOTAL MISCELLANEOUS</b>	<b>82,332</b>	<b>89,800</b>	<b>75,566</b>	<b>82,400</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>2,135,394</b>	<b>2,608,000</b>	<b>2,873,247</b>	<b>2,930,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**690 SYSTEM REPAIR & CONSTRUCTION****WASTEWATER****FUNCTION:**

Repair sanitary sewer pipeline system consisting of over 2,385 miles in place. Also, construct new sanitary sewer mains and new sewer main extensions. Construct new manholes when necessary to improve maintenance of sewer system. Make large diameter taps to connect new sewer service lines into public sewer mains. Set up dewatering systems where ground water is present for replacing, repairing and installing new sewer and water mains. Adjust manhole rings and covers to specific elevation and grades due to city street paving and resurfacing projects. Replace broken and worn-out manhole rings and covers throughout the city. Identify manholes in deteriorated conditions due to hydrogen sulfide (H<sub>2</sub>S) gases for rehabilitation purposes.

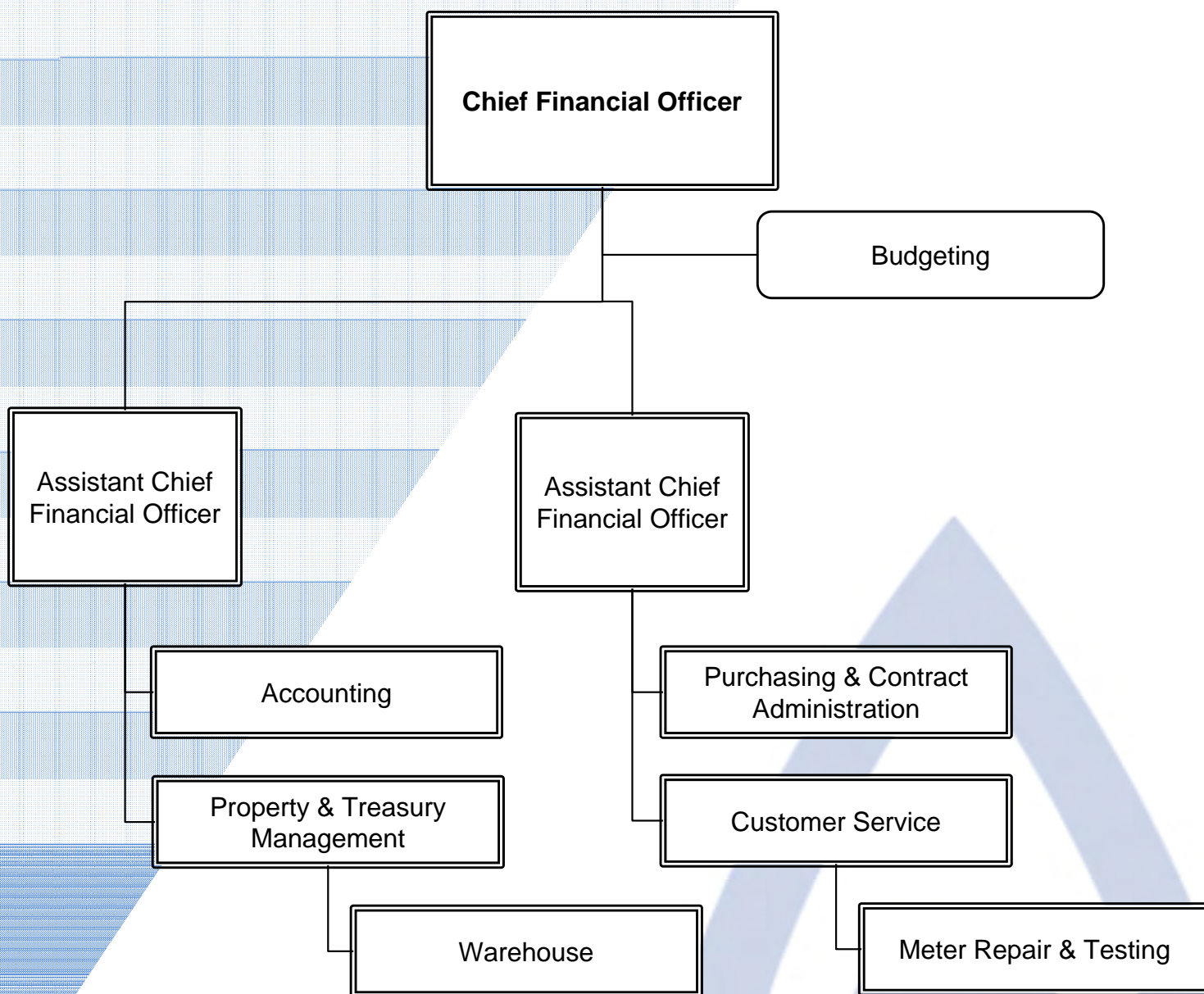
PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
GPM of infiltration/inflow stopped	Increase Customer Satisfaction & Confidence	75 GPM	50	60	60
Miles of sewer lines in place	Improve Efficiency	2,360	2370	2385	2390
Miles of sewer mains per employee	Strengthen Financial Viability	116	116	117	117
Rehab of Manholes	Improve Wastewater Systems	60	65	52	55

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Wastewater Construction Superintendent	128	1	1	1	1
Wastewater Assistant Construction Superintendent	55	1	1	0	1
Wastewater Service Worker Supervisor <sup>1</sup>	52	2	3	2	3
Wastewater Lead Service Worker	47	1	1	0	1
Utility Pipelayer <sup>1,2</sup>	46	8	9	8	10
General Service Worker <sup>1</sup>	43	7	8	3	8
<b>Total Personnel</b>		<b>20</b>	<b>23</b>	<b>14</b>	<b>24</b>

<sup>1</sup>FY2020-21 Add one Water Service Worker Supervisor, one Utility Pipelayer, and one General Service Worker per Issue Paper

<sup>2</sup>FY2021-22 Add one Utility Pipelayer per Issue Paper

## Finance & Support Services

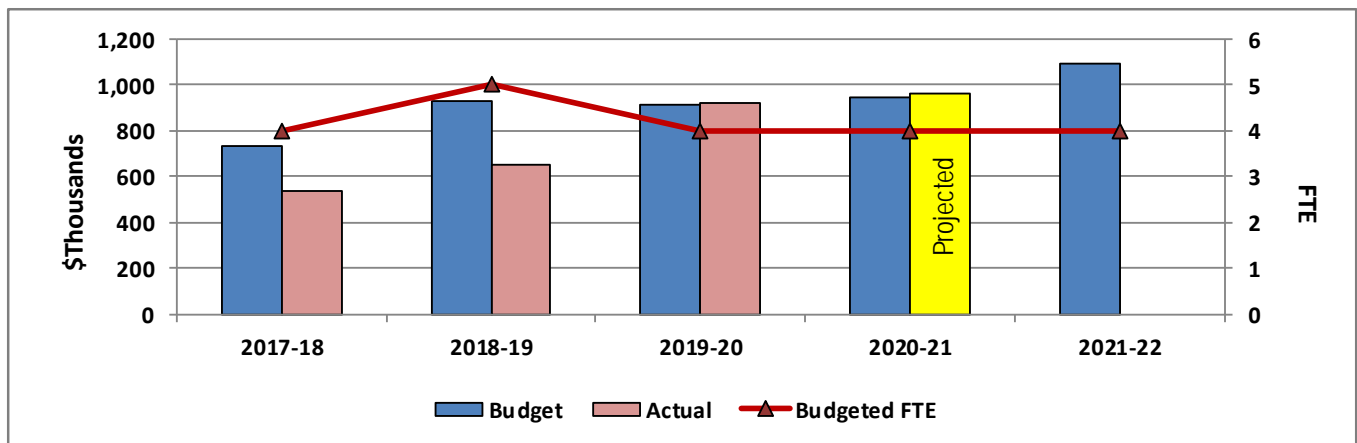


**710 FINANCE**

## FINANCIAL &amp; SUPPORT SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
7020	<u>PERSONNEL SERVICES</u>				
	O & M Salaries and Wages	538,958	547,000	516,196	557,000
	TOTAL PERSONNEL SERVICES (LOADED)	538,958	547,000	516,196	557,000
7560	<u>MATERIALS &amp; SUPPLIES</u>				
	Office Supplies & Printing	2,802	2,000	2,898	2,500
	TOTAL MATERIALS & SUPPLIES	2,802	2,000	2,898	2,500
7680	<u>MAINTENANCE</u>				
	Communication Equipment	878	1,300	1,062	1,100
	TOTAL MAINTENANCE	878	1,300	1,062	1,100
7050 7100 7120 7260 7700 7720 7780 7790	<u>MISCELLANEOUS</u>				
	Audit Services	100,000	120,000	155,000	150,000
	Rent	11,520	19,680	19,680	19,300
	Transportation	4,521	4,600	4,710	4,600
	Expense of Supervisor & Employees	5,540	7,100	2,500	4,100
	Insurance	6,120	6,360	6,360	8,000
	Professional Services	248,018	230,000	250,000	342,000
	Miscellaneous Expense	102	760	34	300
	Software Expense	3,118	10,200	696	4,100
	TOTAL MISCELLANEOUS	378,940	398,700	438,980	532,400
	TOTAL - ALL ACCOUNTS	921,578	949,000	959,136	1,093,000

**FINANCE****BUDGET TO ACTUAL AND BUDGETED PERSONNEL**



**710 FINANCE**

## FINANCIAL &amp; SUPPORT SERVICES

**FUNCTION:**

Through direction by the Board and management the Finance section is responsible for ensuring the financial stability of the Utility. Plans, administers, and coordinates all financial and support services operations, including Finance (including budgeting and grant management), Accounting, Customer Service (including meter reading and repair, billing, call center, and collections), Purchasing and Contract Administration, Property and Treasury Management, and the Warehouse. Major responsibilities include overseeing proper procurement of capital, good and services, revenue and expenditures, investments and cash management, assets and property control, and producing and presenting executive summary reports for the President and CEO and the Public Service Board. Updates the Five Year Financial Plan annually, in accordance with the policies of the Public Service Board and the direction of management, and prepares and produces the Annual Budget and oversees the Comprehensive Annual Financial Report.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
<b>Improve Bond Ratings</b>					
S&P Bond Rating	Increase Customer Satisfaction & Confidence	AA+	AA+	AA+	AA+
Fitch Bond Rating	Increase Customer Satisfaction & Confidence	AA+	AA+	AA+	AA+
<b>Maintain Commercial Paper (CP) Rating</b>					
S&P CP Rating	Strengthen Financial Viability	A1+	A1+	A1+	A1+
Moody's CP Rating	Strengthen Financial Viability	P-1	P-1	P-1	P-1
<b>Improve Reserves</b>					
Water and Sewer Operating Fund Reserve Target (90 to 120 days)	Strengthen Financial Viability	114	99	120	120
Stormwater Operating Fund Reserve Target (90 to 120 days)	Strengthen Financial Viability	212	209	120	120



**710 FINANCE**

## FINANCIAL &amp; SUPPORT SERVICES

Performance Measures	Strategic Objective	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Projected	FY 2021-22 Goal
Financial Ratios					
Debt Service Coverage	Strengthen Financial Viability				
Water & Sewer		2.22	2.21	2.57	2.31
Stormwater		2.88	1.87	1.90	2.02
Water & Sewer Utility Variances, Actual vs. Budgeted, favorable/(unfavorable)					
Total Operating Revenues	Strengthen Financial Viability	(3.5%)	(1.4%)	1.9%	0.5%
Total Operating and Maintenance Expenditures	Strengthen Financial Viability	2.9%	2.2	4.8%	5.0%
Stormwater Utility Variances, Actual vs. Budgeted, favorable/(unfavorable)					
Total Operating Revenues	Strengthen Financial Viability	1.6%	1.8%	(0.3%)	0.5%
Total Operating and Maintenance Expenditures	Strengthen Financial Viability	1.2%	0.8%	9.5%	5.0%

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Chief Financial Officer	EX2	1	1	1	1
Utility Assistant Chief Financial Officer <sup>2</sup>	EX3	2	2	2	2
Utility Deputy Finance Director <sup>2</sup>	EX3	0	0	0	0
Water & Wastewater Economic Analyst <sup>1</sup>	132	0	0	0	0
Budget & Management Analyst	125	1	1	1	1
<b>Total Personnel</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

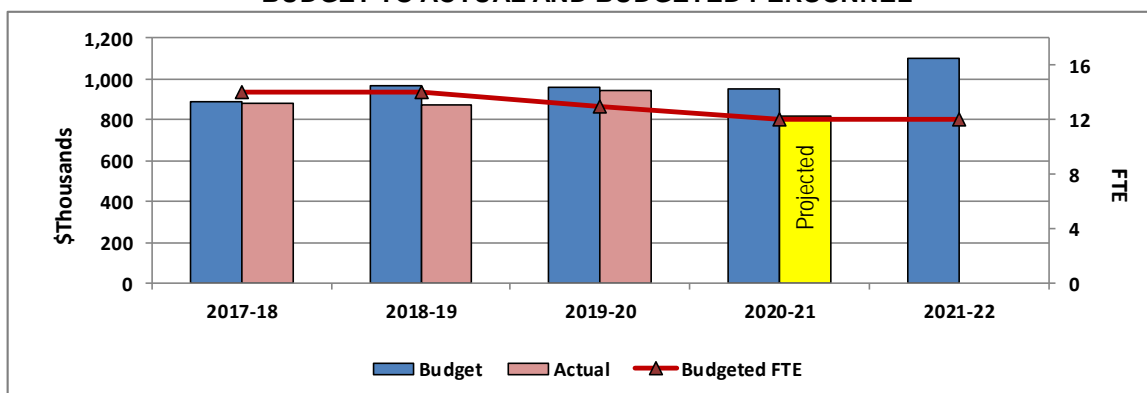
<sup>1</sup>FY2019-20 Delete Water & Wastewater Economic Analyst per Issue Paper

<sup>2</sup>FY2019-20 Title change for Utility Deputy Finance Director to Utility Assistant Chief Financial Officer per Executive Management

**715 PROPERTY & TREASURY MANAGEMENT**

## FINANCIAL &amp; SUPPORT SERVICES

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	643,845	710,000	579,027	612,000
7750	Worker's Compensation	2,101	1,200	1,292	1,200
	TOTAL PERSONNEL SERVICES (LOADED)	645,947	711,200	580,319	613,200
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	12,778	10,000	7,903	8,800
7740	Rental of Equipment	1,198	1,300	1,447	500
	TOTAL MATERIALS & SUPPLIES	13,976	11,300	9,350	9,300
	<u>MAINTENANCE</u>				
7660	Building Services	3,507	2,800	3,688	3,700
7680	Communication Equipment	1,239	1,700	1,228	1,600
7910	Maintenance of Office Furniture & Equipment	28,433	28,920	3,800	29,000
	TOTAL MAINTENANCE	33,178	33,420	8,716	34,300
	<u>UTILITIES</u>				
7760	Utilities	3,525	7,000	4,196	5,000
	TOTAL UTILITIES	3,525	7,000	4,196	5,000
	<u>MISCELLANEOUS</u>				
7100	Rent	10,680	5,400	5,400	5,300
7120	Transportation	4,106	5,000	3,547	4,000
7130	Cash Management	144,383	134,000	145,602	160,000
7260	Expense of Supervisor & Employees	5,163	6,000	2,500	3,000
7320	Lease of Land	4,915	4,915	4,915	4,900
7420	Postage	3,358	3,450	2,865	2,500
7640	Uniforms	1,153	1,200	1,147	1,200
7700	Insurance	12,120	12,600	12,600	15,900
7730	Special Services	5,729	6,800	5,702	2,700
7770	Security Services	8,111	9,135	8,786	9,200
7780	Miscellaneous Expense	1,652	1,780	331	1,000
7790	Software/Hardware Expense	47,012	1,800	25,321	230,500
	TOTAL MISCELLANEOUS	248,382	192,080	218,718	440,200
	TOTAL - ALL ACCOUNTS	945,008	955,000	821,299	1,102,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**715 PROPERTY & TREASURY MANAGEMENT**

## FINANCIAL &amp; SUPPORT SERVICES

**FUNCTION:**

Manage cash, cash equivalents, and investments made by El Paso Water to ensure efficient cash flows to fund debt service, capital funding needs, and operations and maintenance while maximizing investment yield through a daily analysis of market interest rates, and emphasizing maximum security. Conform to all state and local statutes governing the investment of public funds, while ensuring that investments are made in accordance with the Public Service Board's Rules and Regulations #10 (Investment Policy). Supervise and manage Property Control's operations in providing safekeeping and recording of taggable assets.

Supervise EPWater Warehouse operations to ensure adequate levels are maintained through proper procurement methods. Oversee the collection, processing and posting of customer payments and deposits through cashiering operations. Oversee the drawdowns, rollovers and cashflow for the \$40 million commercial paper and \$25 million Direct Fund Revolving Note programs.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Bank Reconciliations Submitted before deadline (25 <sup>th</sup> – 20 <sup>th</sup> beginning 2020-21)	Improve Efficiency	83%	70%	40%	100%
Section Audits completed by Property Control	Improve Efficiency	100%	100%	100%	100%
Cashier Audits	Strengthen Financial Viability	N/A	1	1	2
Supervisor Meetings	Improve Communication	N/A	0	3	12

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Treasury and Property Control Manager	EX5	1	1	0	1
Accountant	125	1	1	0	1
Revenue Processing Supervisor	54	1	1	1	1
Office Manager <sup>1</sup>	55	1	1	1	1
Collections Supervisor	51	2	2	1	2
Property Control Officer	50	1	1	1	1
Materials Specialist	47	1	1	1	1
Senior Cashier <sup>2,3</sup>	45	6	5	5	4
<b>Total Personnel</b>		<b>14</b>	<b>13</b>	<b>10</b>	<b>12</b>

<sup>1</sup> FY2019-20 Office Manager grade reclassified from 54 to 55 per Fair Labor Standards Act as of January 1, 2020

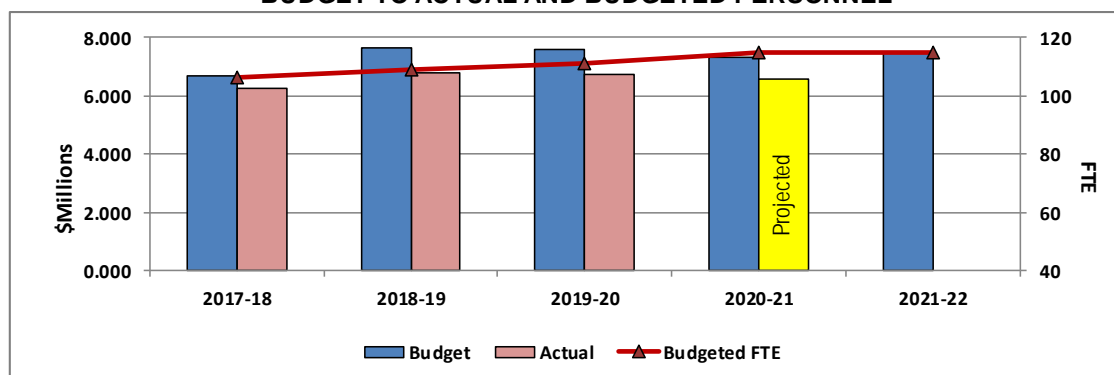
<sup>2</sup> FY2020-21 Delete one Senior Cashier and add one Accounting Payroll Clerk to section 740 per HR off cycle budget staffing change request

<sup>3</sup> FY2021-22 Delete one Senior Cashier per Issue Paper

**720 CUSTOMER SERVICES**

## FINANCIAL &amp; SUPPORT SERVICE

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<u>PERSONNEL SERVICES</u>				
7020	O & M Salaries and Wages	4,430,087	4,925,000	4,330,242	4,941,000
7750	Worker's Compensation	41,845	33,200	30,000	33,200
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>4,471,932</b>	<b>4,958,200</b>	<b>4,360,242</b>	<b>4,974,200</b>
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	52,470	61,000	45,902	55,600
7620	Small Tools & Equipment	13,317	13,000	20,473	17,000
7740	Rental/Lease of Equipment	3,788	3,960	4,324	2,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>69,575</b>	<b>77,960</b>	<b>70,699</b>	<b>75,200</b>
	<u>MAINTENANCE</u>				
7660	Building Services	85,267	75,000	52,389	65,000
7680	Communication Equipment	43,990	46,700	47,551	65,800
7860	Maintenance of Services	43,136	53,200	52,001	53,000
7940	Maintenance of Data Processing Equipment	34,639	60,240	38,996	50,000
	<b>TOTAL MAINTENANCE</b>	<b>207,031</b>	<b>235,140</b>	<b>190,937</b>	<b>233,800</b>
	<u>UTILITIES</u>				
7060	Electricity Expense	18,110	22,300	19,900	22,000
7710	Natural Gas Expense	3,430	3,600	3,437	3,600
7760	Utilities	9,173	9,700	9,085	9,500
	<b>TOTAL UTILITIES</b>	<b>30,714</b>	<b>35,600</b>	<b>32,422</b>	<b>35,100</b>
	<u>MISCELLANEOUS</u>				
7120	Transportation	197,609	200,000	198,290	200,300
7260	Expense of Supervisor & Employees	57,973	50,000	5,000	40,000
7320	Lease of Land	27,849	27,850	27,850	27,900
7420	Billing Postage & Envelopes	1,254,577	1,250,000	1,244,438	1,250,000
7640	Uniforms	28,418	30,000	27,753	30,000
7700	Insurance	480	600	600	700
7730	Special Services	191,632	201,000	222,411	283,400
7770	Security Services	48,878	51,765	60,340	51,800
7780	Miscellaneous Expense	1,888	5,485	1,520	2,300
7790	Software/Hardware Expense	133,467	175,400	120,156	257,300
	<b>TOTAL MISCELLANEOUS</b>	<b>1,942,772</b>	<b>1,992,100</b>	<b>1,908,358</b>	<b>2,143,700</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>6,722,023</b>	<b>7,299,000</b>	<b>6,562,659</b>	<b>7,462,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

## 720 CUSTOMER SERVICES

### FINANCIAL & SUPPORT SERVICE

#### FUNCTION:

Customer Service Contact Center is responsible for all services related to customer accounts. This includes meter reading, installations, billing, delinquent action, service turn-on/cut-off, field inspections and all matters related to the customer's account. These services are carried out in a manner that gives primary consideration to the customer's needs and ensures that the Public Service Board's rules, regulations and policies are adhered to. The Customer Service Center is also responsible for oversight of the Meter Repair Shop.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Small Meters <sup>2</sup> Replaced	Strengthen Financial Viability	21,931	12,452	6,000	18,500
Safety RF Small Meters Installed <sup>3</sup>	Strengthen Financial Viability	3,700	3,700	573*	7,400
Large Meters Replaced (1 ½" – 2")	Strengthen Financial Viability	219	162	250	300
Accuracy of Meter Reading (Manual)	Strengthen Financial Viability	99.96%	99.96%	99.97%	99.99%
Meter Leak Repairs Completed from 1 to 3 Days	Increase Customer Satisfaction & Confidence, Improve Efficiency	5,831 Overall 97.41% In 1 to 3 Days	5,573 Overall 97.34% In 1 to 3 Days	98.00%	98.00%
Total Calls Received <sup>1</sup>	Increase Customer Satisfaction & Confidence, Improve Efficiency	383,044	371,006	265,752	363,606
Percent of Abandoned Calls <sup>1</sup>	Increase Customer Satisfaction & Confidence, Improve Efficiency	22%	23.3%	5.0%	20%

- <sup>1</sup> Call volumes are skewed due to the pandemic and will be out of line again in 2021. We expect an increase in call volume after the pandemic as people will need more help to get back on track with account balances. More calls will increase the hold times and the abandoned rate.
- <sup>2</sup> We plan to increase the meter exchanges as we ramp up the meter exchange program in the new year with new safety protocols in place to assure workers and customers safety.
- <sup>3</sup> The Safety program did not take place this year due to COVID-19 restrictions. However, a small book can still be accomplished before the end of the FY.

## 720 CUSTOMER SERVICES

### FINANCIAL & SUPPORT SERVICE

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Business & Customer Service Manager	EX4	1	1	1	1
Business & Customer Service Assistant Manager	134	3	3	3	3
Utility Call Center Assistant Manager	130	0	0	1	0
Budget & Management Analyst	125	1	1	1	1
Utility Call Center Supervisor	55	1	1	1	1
Utility Customer Service Supervisor <sup>6</sup>	55	1	1	1	1
Customer Relations & Billing Supervisor <sup>7,9</sup>	54	2	3	2	4
Utility Customer Service Quality Assurance & Training Specialist <sup>5,10</sup>	54	1	1	1	2
Utility Field Customer Service Supervisor	53	1	1	1	1
Utility Meter Reader Supervisor	52	1	1	1	1
Utility Field Customer Service Senior Inspector <sup>3</sup>	51	2	2	0	2
Customer Relations Representative	50	6	6	6	6
Communication Dispatcher <sup>4</sup>	50	1	1	1	1
Utility Field Customer Service Inspector <sup>2</sup>	49	10	10	8	10
Utility Field Customer Service Worker <sup>2</sup>	48	21	21	18	21
Utility Senior Meter Reader <sup>1</sup>	48	2	2	0	2
Customer Relations Clerk <sup>4,8</sup>	47	33	33	31	34
Secretary	46	1	1	1	1
Utility Meter Reader <sup>1</sup>	46	20	20	18	20
Senior Office Assistant	45	3	3	3	3
<b>Total Personnel</b>		<b>111</b>	<b>112</b>	<b>99</b>	<b>115</b>

<sup>1</sup>FY2019-20 Delete two Utility Meter Readers and add two Utility Senior Meter Readers per Issue Paper

<sup>2</sup>FY2019-20 Delete four Utility Field Customer Service Workers and add four Utility Field Customer Service Inspectors per Issue Paper

<sup>3</sup>FY2019-20 Add two Utility Field Customer Service Senior Inspectors per Issue Paper

<sup>4</sup>FY2019-20 Delete one Customer Relations Clerk and add one Communication Dispatcher per Issue Paper

<sup>5</sup>FY2019-20 Title change for Call Center Training/QA Specialist to Utility Customer Service Quality Assurance & Training Specialist

<sup>6</sup>FY2019-20 Utility Customer Service Supervisor reclassified from a GS54 to GS55 per Fair Labor Standards Act as of January 1, 2020

<sup>7</sup>FY2020-21 Add one Customer Relations & Billing Supervisor position per Issue Paper

<sup>8</sup>FY2021-22 Add one Customer Relations Clerk per Issue Paper

<sup>9</sup>FY2021-22 Add one Customer Relations & Billing Supervisor per Issue Paper

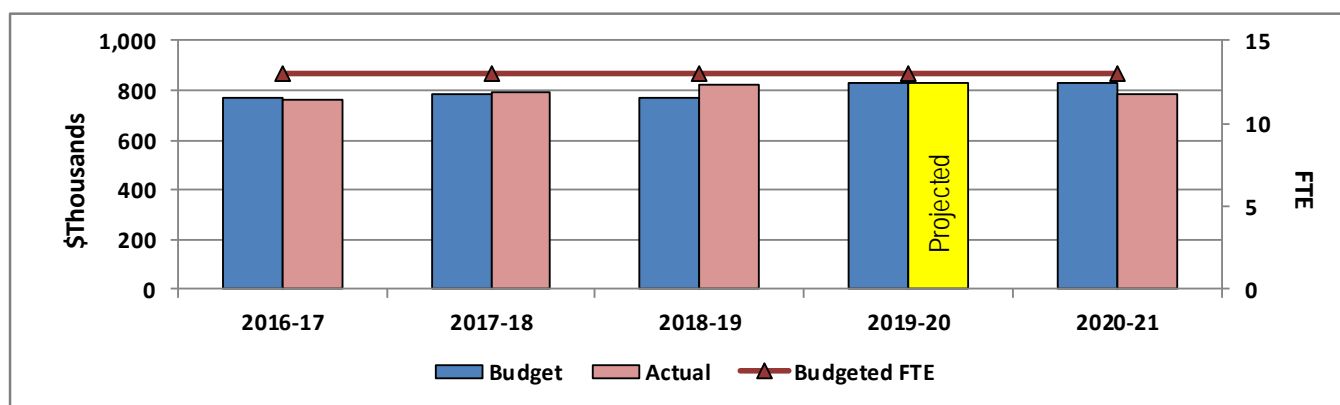
<sup>10</sup>FY2021-22 Add one Utility Customer Service Quality Assurance & Training Specialist per Issue Paper

**740 ACCOUNTING**

## FINANCIAL &amp; SUPPORT SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	738,053	729,000	701,588	779,000
7750	Worker's Compensation	1,006	-	485	-
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>739,058</b>	<b>729,000</b>	<b>702,073</b>	<b>779,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	9,956	9,000	9,600	10,500
7740	Rental/Lease of Equipment	2,824	2,900	4,141	3,200
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>12,780</b>	<b>11,900</b>	<b>13,741</b>	<b>13,700</b>
	<b>MISCELLANEOUS</b>				
7100	Rent	45,960	41,280	41,280	40,400
7260	Expense of Supervisor & Employees	3,341	7,000	1,500	4,500
7420	Postage	10,536	14,000	7,461	9,000
7730	Special Services	18,865	25,800	18,254	6,000
7780	Miscellaneous Expense	107	20	108	1,000
7790	Software/Hardware Expense	1,872	2,000	631	16,400
	<b>TOTAL MISCELLANEOUS</b>	<b>80,680</b>	<b>90,100</b>	<b>69,235</b>	<b>77,300</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>832,518</b>	<b>831,000</b>	<b>785,049</b>	<b>870,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**740 ACCOUNTING**

## FINANCIAL &amp; SUPPORT SERVICES

**FUNCTION:**

Maintain the financial records for the Water and Wastewater, and Municipal Drainage Utilities in accordance with Ordinance 752 and Ordinance No. 016668 and subsequent ordinances and amendments. Responsible for all general accounting functions to include billing and collection of miscellaneous account receivables and processing of payment of authorized disbursements. Prepare annual revenue projections for budget and assist in the preparation of the CIP budget. Responsible for all local, state, and federal grants reporting and reimbursement requests and State Revolving Fund (SRF) Loan requests. Prepare monthly, quarterly and annual financial statements in accordance with Generally Accepted Accounting Principles. Administer all benefits offered to Utility employees and dependents. Process biweekly payroll and taxes, complete quarterly 941's, and process annual W-2's and 1099's as per IRS requirements.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Receive GFOA's Certificate of Excellence in Financial Reporting for Comprehensive Annual Financial Report	Strengthen Financial Viability	Yes	Yes	Yes	Yes
Receive unqualified opinion from external auditors	Strengthen Financial Viability	Yes	Yes	Yes	Yes
Average number of business day to close monthly	Improve Efficiency	5.5	6.0	6.2	5.5
Average number of business day to prepare monthly financial reports	Improve Efficiency	12.9	13.0	9.3	8.0

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Fiscal Operations Manager	EX5	1	1	1	1
Accounting Manager	130	1	1	1	1
Accountant	125	1	1	0	1
Associate Accountant	122	0	0	1	0
Disbursement Supervisor <sup>1</sup>	55	1	1	1	1
Utility Capital Improvement Program Specialist	56	1	1	0	1
Senior Human Resources Specialist	54	1	1	1	1
Senior Accounting/Payroll Specialist	52	0	0	1	0
Accounting/Payroll Specialist <sup>3</sup>	50	3	3	3	7
Accounting/Payroll Clerk <sup>2,3</sup>	46	4	5	4	1
<b>Total Personnel</b>		<b>13</b>	<b>14</b>	<b>13</b>	<b>14</b>

<sup>1</sup>FY2019-20 Disbursement Supervisor grade reclassified from 52 to 55 per Fair Labor Standards Act as of January 1, 2020

<sup>2</sup>FY2020-21 Add one Accounting Payroll Clerk per HR off cycle budget staffing change request

<sup>3</sup>FY2021-22 Delete four Accounting/Payroll Clerks and add four Accounting/Payroll Specialists per Issue Paper

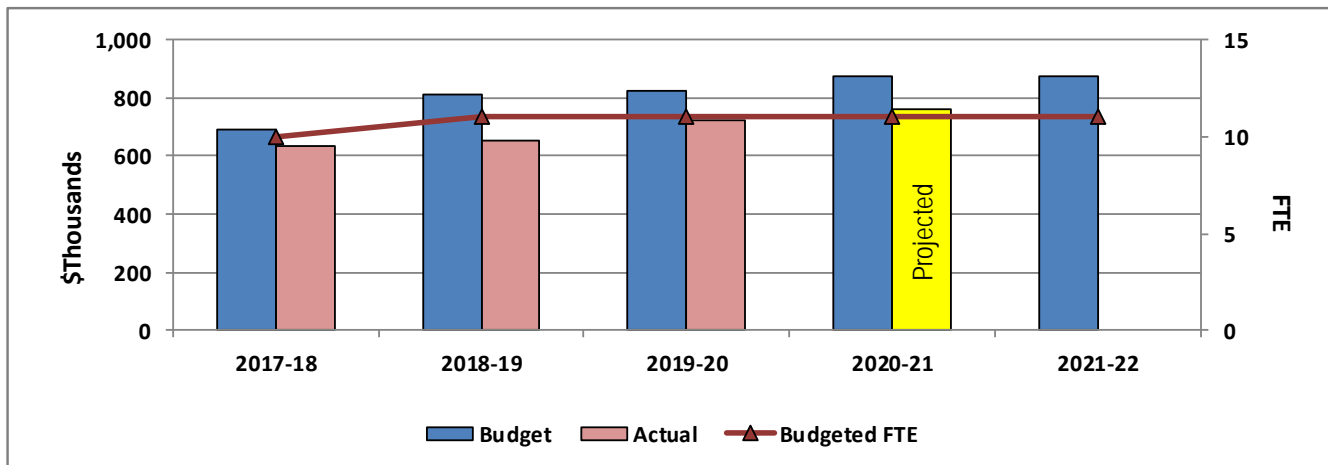


**750 PURCHASING & CONTRACT ADMINISTRATION**

## FINANCIAL &amp; SUPPORT SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b><u>PERSONNEL SERVICES</u></b>				
7020	O & M Salaries and Wages	620,551	738,000	635,081	732,000
7750	Worker's Compensation	-	-	38	-
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	620,551	738,000	635,118	732,000
	<b><u>MATERIALS &amp; SUPPLIES</u></b>				
7560	Office Supplies & Printing	5,282	7,000	9,849	7,000
7740	Rental/Lease of Equipment	5,636	5,700	6,560	2,800
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	10,917	12,700	16,409	9,800
	<b><u>MAINTENANCE</u></b>				
7680	Portable Communication Equipment	656	600	797	1,900
	<b>TOTAL MAINTENANCE</b>	656	600	797	1,900
	<b><u>MISCELLANEOUS</u></b>				
7100	Rent	39,240	37,560	37,560	36,800
7120	Transportation	-	-	-	2,500
7260	Expense of Supervisor & Employees	7,916	5,900	1,500	3,200
7420	Postage	4,256	3,000	3,094	3,000
7510	Bid Advertisement Expense	-	50,000	35,000	50,000
7640	Uniforms	-	-	-	700
7730	Special Services	2,151	2,600	2,119	2,700
7780	Miscellaneous Expense	83	1,140	615	400
7790	Software Expense	37,349	25,500	31,031	33,000
	<b>TOTAL MISCELLANEOUS</b>	90,995	125,700	110,919	132,300
	<b>TOTAL - ALL ACCOUNTS</b>	723,120	877,000	763,243	876,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**750 PURCHASING & CONTRACT ADMINISTRATION**

## FINANCIAL &amp; SUPPORT SERVICES

**FUNCTION:**

Responsible for the procurement of goods, services, consultants and construction. Supervise and insure compliance to purchasing state statutes, government codes and utility policies and procedures. Evaluate and prepare bids or quotations as required. Bid construction projects; issue the notice of award; review contract documentation for compliance with bid specifications and issue the notice to proceed. Write, execute, and administer all design, study, construction, consulting and various other formal contracts. Administer change orders and review engineering and contractor invoices and progress reports for compliance with contract terms and ensure that all contract requirements are fulfilled. Analyze and implement federal and state regulations accompanying Economically Disadvantaged Assistance Program (EDAP), State Revolving Fund (SRF)—drinking water or otherwise, North American Development Bank (NADBank), EPA, TWDB and other grant funding. Track and report annually on the Public Service Board's goals of using historically underutilized businesses.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Number of historically underutilized business from *EPWater listing of EPCounty Vendors	Increase Customer Satisfaction & Confidence, Strengthen Financial Viability	445	438	430	425
Use of small, local minority or women owned businesses for goods and services	Increase Customer Satisfaction & Confidence, Strengthen Financial Viability	64%	56%	56%	58%
Professional Construction and Design services invoices processed and sent to Project Managers within seven days of receipt from (PM)	Improve Efficiency	99%	74%	80%	90%

**750 PURCHASING & CONTRACT ADMINISTRATION**

## FINANCIAL &amp; SUPPORT SERVICES

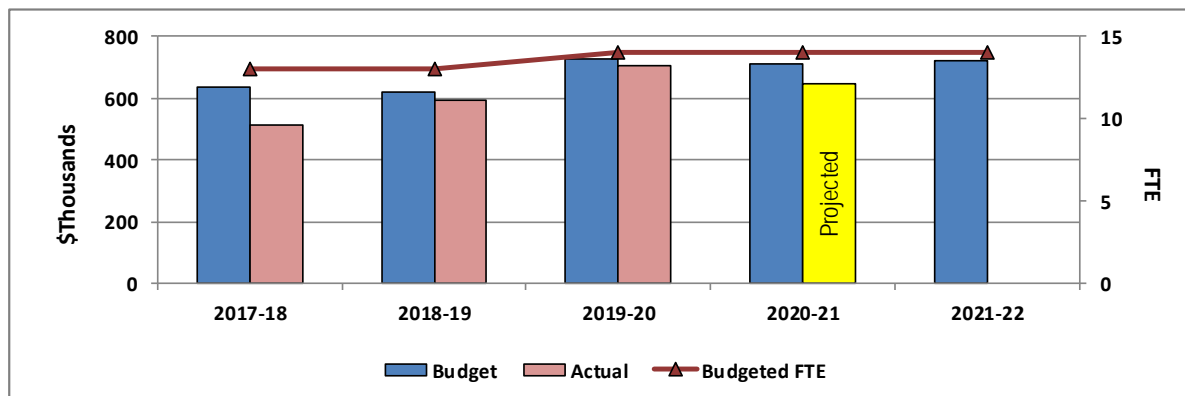
Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Purchasing & Contracts Manager	EX5	1	1	1	1
Senior Purchasing Agent	131	1	1	1	1
Purchasing Agent	129	1	1	0	1
Contract Construction Administrator	129	1	1	1	1
Contracts Development Coordinator	128	1	1	1	1
Procurement Analyst	126	2	2	2	2
Senior Project Compliance Specialist <sup>1</sup>	126	0	1	0	1
Project Compliance Specialist	122	2	2	2	2
Purchasing Clerk	47	1	1	0	1
Senior Office Assistant <sup>1</sup>	45	1	0	1	0
<b>Total Personnel</b>		<b>11</b>	<b>11</b>	<b>9</b>	<b>11</b>

<sup>1</sup>FY2020-21 Deleted Senior Office Assistant and added Senior Project Compliance Specialist per HR off cycle budget staffing change request

**912 METER REPAIR & TESTING**

## FINANCIAL &amp; SUPPORT SERVICES

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b><u>PERSONNEL SERVICES</u></b>				
9020	O & M Salaries and Wages	513,953	559,000	481,950	562,000
9750	Worker's Compensation	7,786	7,200	7,643	7,200
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>521,739</b>	<b>566,200</b>	<b>489,593</b>	<b>569,200</b>
	<b><u>MATERIALS &amp; SUPPLIES</u></b>				
9560	Office Supplies & Printing	1,727	1,200	868	900
9620	Small Tools & Equipment	31,555	9,200	19,424	10,000
9740	Rental/Lease of Equipment	1,739	1,200	1,018	-
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>35,021</b>	<b>11,600</b>	<b>21,310</b>	<b>10,900</b>
	<b><u>MAINTENANCE</u></b>				
9660	Building Services	28,372	22,000	24,375	25,000
9680	Communication Equipment	4,794	7,800	4,800	6,800
9850	Maintenance of Equipment	10,561	1,600	1,784	1,600
9900	Maintenance of Meters	20,246	10,365	26,834	20,000
9930	Maintenance of Structures & Improvements	2,161	500	3,732	4,000
	<b>TOTAL MAINTENANCE</b>	<b>66,133</b>	<b>42,265</b>	<b>61,524</b>	<b>57,400</b>
	<b><u>UTILITIES</u></b>				
9760	Utilities	13,346	12,380	13,234	13,100
	<b>TOTAL UTILITIES</b>	<b>13,346</b>	<b>12,380</b>	<b>13,234</b>	<b>13,100</b>
	<b><u>MISCELLANEOUS</u></b>				
9120	Transportation	27,001	36,000	28,391	30,000
9260	Expense of Supervisor & Employees	5,050	8,000	1,562	3,000
9640	Uniforms	9,023	10,000	8,506	9,000
9770	Security Services	11,707	15,000	13,765	15,000
9780	Miscellaneous Expense	2,232	1,055	1,138	1,100
9790	Software/Hardware Maintenance	12,943	10,500	6,091	10,300
	<b>TOTAL MISCELLANEOUS</b>	<b>67,955</b>	<b>80,555</b>	<b>59,453</b>	<b>68,400</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>704,194</b>	<b>713,000</b>	<b>645,114</b>	<b>719,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

## 912 METER REPAIR & TESTING

### FINANCIAL & SUPPORT SERVICES

#### FUNCTION:

Provide in-house repairs, testing, and replacement of ¾" through 12" water meters. Maintain sufficient quantities of repaired water meters for use by Utility field crews. Maintain adequate meter parts stock level (new and rebuilt) for proper repair of all sizes of water meters. Maintain records on all water meters purchased by the Utility, including repairs done in the meter shop and in the field, for Sections 720 (5/8" x ¾" through 12" turbines and compounds), 440 and 320. Provide testing, tagging, and sealing of all water meters purchased by El Paso Water. Install, repair, test and track all construction fire hydrant meters issued and requested from New Services for contractors at various locations.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Meters repaired	Improve Infrastructure	2,319	2,494	2,000	2,300
Number of 1 ½" thru 12" meters tested	Improve Efficiency	2,796	2,401	2,500	2,800
Large (over 1") meters replaced	Strengthen Financial Viability	320	195	300	350
Number of Construction Fire-hydrants meters installed	Improve Efficiency	219	205	220	220
Number of Construction Fire-hydrants meters removed	Improve Efficiency	213	211	200	200

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Utility Meter Shop Supervisor	53	1	1	1	1
Utility Meter Senior Repairer <sup>2</sup>	49	2	2	2	2
Water Lead Service Worker <sup>1</sup>	48	1	1	0	1
Utility Meter Repairer	47	4	4	4	4
General Service Lead Worker <sup>1</sup>	46	0	0	0	0
Stores Clerk	45	1	1	1	1
General Service Worker	43	5	5	3	5
<b>Total Personnel</b>		<b>14</b>	<b>14</b>	<b>11</b>	<b>14</b>

<sup>1</sup>FY2019-20 Add one Water Lead Service Worker and delete one General Service Lead Worker per Issue Paper

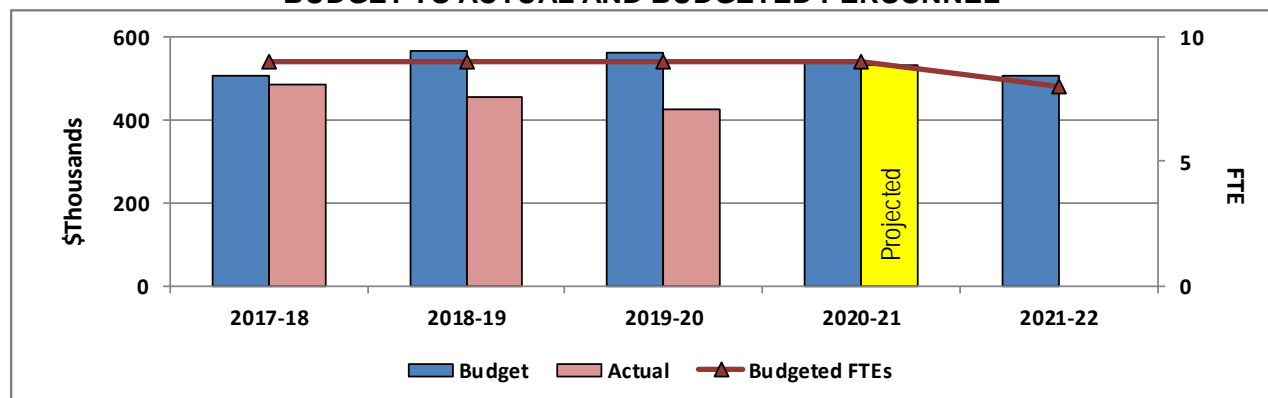
<sup>2</sup>FY2019-20 Add one Utility Meter Senior Repairer per Issue Paper

**914 WAREHOUSE**

## FINANCIAL &amp; SUPPORT SERVICES

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
9020	O & M Salaries and Wages	252,697	369,000	296,951	321,000
9750	Worker's Compensation	1,722	4,800	2,476	4,800
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>254,420</b>	<b>373,800</b>	<b>299,427</b>	<b>325,800</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
9560	Office Supplies & Printing	1,333	4,000	3,935	4,000
9620	Small Tools & Equipment	1,111	2,000	1,349	1,500
9740	Rental/Lease of Equipment	1,346	2,400	2,599	1,600
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,790</b>	<b>8,400</b>	<b>7,883</b>	<b>7,100</b>
	<b>MAINTENANCE</b>				
9660	Building Services	38,641	28,300	37,922	39,400
9680	Communication Equipment	1,713	2,400	1,444	2,400
9850	Maintenance of Equipment	36	1,000	328	500
	<b>TOTAL MAINTENANCE</b>	<b>40,390</b>	<b>31,700</b>	<b>39,695</b>	<b>42,300</b>
	<b>UTILITIES</b>				
9760	Utilities	39,797	38,500	41,061	43,400
	<b>TOTAL UTILITIES</b>	<b>39,797</b>	<b>38,500</b>	<b>41,061</b>	<b>43,400</b>
	<b>MISCELLANEOUS</b>				
9120	Transportation	28,573	25,000	78,433	20,000
9260	Expense of Supervisor & Employees	890	3,000	1,118	3,000
9640	Uniforms	4,205	4,100	4,221	4,200
9700	Insurance	1,320	1,320	1,320	1,600
9770	Security	50,538	49,700	58,062	58,000
9780	Miscellaneous Expense	1,053	980	411	300
9790	Software/Hardware Expense	-	1,500	77	300
	<b>TOTAL MISCELLANEOUS</b>	<b>86,579</b>	<b>85,600</b>	<b>143,641</b>	<b>87,400</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>424,976</b>	<b>538,000</b>	<b>531,708</b>	<b>506,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**914 WAREHOUSE**

## FINANCIAL &amp; SUPPORT SERVICES

**FUNCTION:**

Provide in a timely manner adequate supply, storage, and issues of warehouse materials and supplies for proper operation of the construction and maintenance crews in the water, wastewater, and stormwater divisions. Procure and deliver warehouse materials and supplies for field crews during working hours and provide after-hours emergency issues and delivery services as required. Manage the procurement and distribution of jackets and work shoes vouchers for the Utility employees.

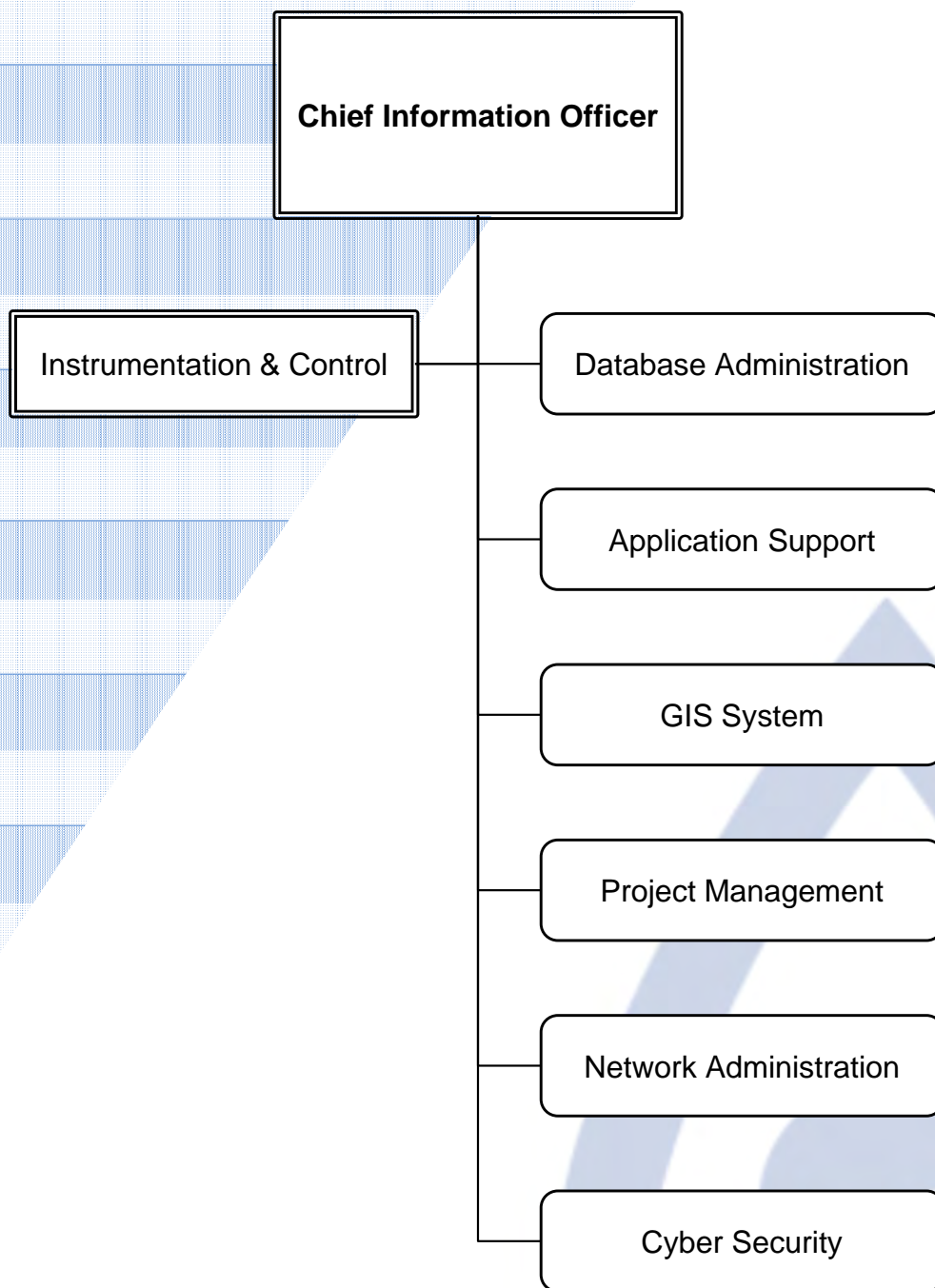
PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Inventory turnover rate	Strengthen Financial Viability	2.3	1.5	2.0	2.0
Value of inventory	Strengthen Financial Viability	\$1.25 Million	\$1.17 Million	\$1.1 Million	\$1.0 Million
Sections' coordination meetings with Operations	Improve Communication	N/A	3	1	4
Section Staff Meetings	Improve Communication	N/A	29	52	52
Section Staff Trainings	Improve Efficiency	N/A	0	0	4
Complete Warehouse Audits by Office Staff	Strengthen Financial Viability	1	1	1	2
Inventory Cycle Count Verifications by Manager	Strengthen Financial Viability	N/A	0	3	12

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
EPWU Warehouse Supervisor	57	1	1	1	1
Materials Supervisor <sup>1</sup>	54	0	1	0	1
Materials Specialist <sup>1</sup>	47	2	1	1	1
Accounting/Payroll Clerk	46	1	1	1	1
Stores Clerk <sup>2</sup>	45	5	5	4	4
<b>Total Personnel</b>		<b>9</b>	<b>9</b>	<b>7</b>	<b>8</b>

<sup>1</sup>FY2020-21 Add one Material Supervisor and delete one Materials Specialist per Issue Paper

<sup>2</sup>FY2021-22 Delete one Stores Clerk per Issue Paper

# Information Technology



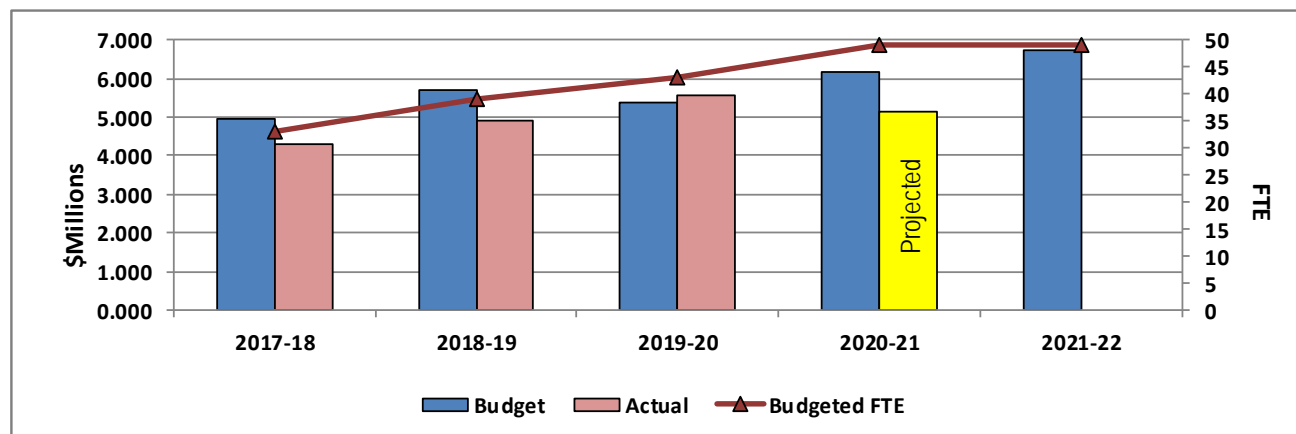


**810 INFORMATION TECHNOLOGY**

## INFORMATION TECHNOLOGY

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	2,530,474	3,271,000	2,671,074	3,404,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	2,530,474	3,271,000	2,671,074	3,404,000
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	21,770	21,000	10,993	13,500
7740	Rental/Lease of Equipment	2,415	2,400	2,779	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	24,185	23,400	13,772	15,200
	<b>MAINTENANCE</b>				
7680	Communication Equipment	8,192	8,700	55,000	10,100
7940	Maintenance of Data Processing Equipment	1,599	87,000	6,003	91,000
	<b>TOTAL MAINTENANCE</b>	9,791	95,700	61,003	101,100
	<b>UTILITIES</b>				
7760	Utilities	343,409	303,000	328,294	350,000
	<b>TOTAL UTILITIES</b>	343,409	303,000	328,294	350,000
	<b>MISCELLANEOUS</b>				
7100	Rent	97,680	93,840	93,840	91,900
7120	Transportation	4,521	10,000	5,588	8,000
7260	Expense of Supervisor & Employees	44,605	45,000	20,000	30,000
7420	Postage	-	-	30	-
7720	Professional Services	-	60,000	11,708	75,000
7730	Special Services	169,101	247,990	173,564	196,000
7780	Miscellaneous Expense	1,733	770	333	600
7790	Software/Hardware Expense	2,336,422	2,005,300	1,786,037	2,472,200
	<b>TOTAL MISCELLANEOUS</b>	2,654,062	2,462,900	2,091,099	2,873,700
	<b>TOTAL - ALL ACCOUNTS</b>	5,561,921	6,156,000	5,165,241	6,744,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**810 INFORMATION TECHNOLOGY**

## INFORMATION TECHNOLOGY

**FUNCTION:**

Implement the information technology initiatives outlined in the Balanced Scorecard Strategic Plan developed by the Utility and approved by the Public Service Board. Provide implementation, maintenance, and support of Utility systems including: EPWater computer and telecommunications network, office automation, financial and human resources management systems (FHRMS), Geographic Information System (GIS), Workforce Timekeeping management system, laboratory information management system (LIMS), customer information system (CIS), interactive voice response (IVR), electronic bill presentment and payment (EBPP) services, telephone and Web bill payment services, mobile work order system, records management system, enterprise asset management (EAM) system, and security access system. Information Technology also supports computer applications associated with instrumentation control, plant operations and other related areas.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Network systems uptime percentage during normal business hours	Improve Efficiency	99.98%	99.86%	99.95%	99.99%
Telephone system uptime percentage during normal business hours	Improve Efficiency	99.98%	99.86%	99.95%	99.99%
Enterprise application systems uptime percentage during normal business hours	Improve Efficiency	99.38%	99.86%	99.95%	99.99%
Percent of calls to help desk responded to within 4 business hours	Increase Customer Satisfaction & Confidence	99.33%	99.55%	99.80%	99.99%

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Chief Information Officer	EX2	1	1	1	1
Utility Assistant Chief Information Officer <sup>21</sup>	EX3	0	1	0	1
Utility Information Systems Manager <sup>21</sup>	EX5	1	0	1	0
Senior Project Manager	EX5	1	1	0	1
Utility Software Development Manager <sup>16</sup>	EX5	0	1	0	1
Utility Technology Infrastructure Manager <sup>6</sup>	EX5	0	1	0	1
Utility Applications Manager <sup>2,7</sup>	EX5	1	1	0	1
Utility Network & Systems Hardware Manager <sup>3,6</sup>	134	1	0	0	0
Project Manager	134	1	1	1	1
Application Administrator <sup>8,15</sup>	134	3	4	4	4
Database Administrator <sup>8</sup>	134	2	2	2	2
Network Systems Manager <sup>8</sup>	134	1	1	0	1
Systems Administrator III <sup>8</sup>	134	1	1	1	1
Information Security Analyst <sup>4,8</sup>	134	1	1	1	1
Utility Software Engineer II <sup>13</sup>	132	0	1	0	1
Senior Network Administrator	131	1	1	1	1
Systems Administrator II <sup>9</sup>	132	1	1	1	1
Senior Programmer Analyst <sup>10</sup>	130	3	3	2	3

**810 INFORMATION TECHNOLOGY**

## INFORMATION TECHNOLOGY

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Web Media Designer II <sup>11</sup>	130	0	1	0	1
Business Systems Analyst	129	2	2	2	2
Programmer Analyst	128	3	3	4	3
Web Programmer <sup>11</sup>	128	1	0	0	0
Systems Administrator I <sup>20</sup>	128	0	0	0	1
P.C./LAN Specialist II	127	1	1	1	1
Support Services II <sup>14</sup>	127	0	1	0	1
GIS Specialist	124	1	1	1	1
Computer Programmer <sup>12</sup>	124	4	4	4	4
P.C./LAN Specialist I <sup>19</sup>	123	0	0	0	1
Support Services I	122	1	1	1	1
GIS Technician	122	1	1	0	1
Computer Operator <sup>1</sup>	122	1	1	1	1
Document Center Supervisor	51	0	0	0	0
Utility Records Management Supervisor	51	1	1	0	1
Utility Senior Document Scanning Specialist <sup>18</sup>	46	0	2	0	2
Senior Office Assistant <sup>18</sup>	45	2	0	1	0
Utility Document Scanning Specialist <sup>17</sup>	44	0	6	0	6
Office Assistant <sup>5</sup>	43	2	0	0	0
Document Scanning Specialist <sup>5,17</sup>	43	4	0	5	0
<b>Total Personnel</b>		<b>43</b>	<b>47</b>	<b>35</b>	<b>49</b>

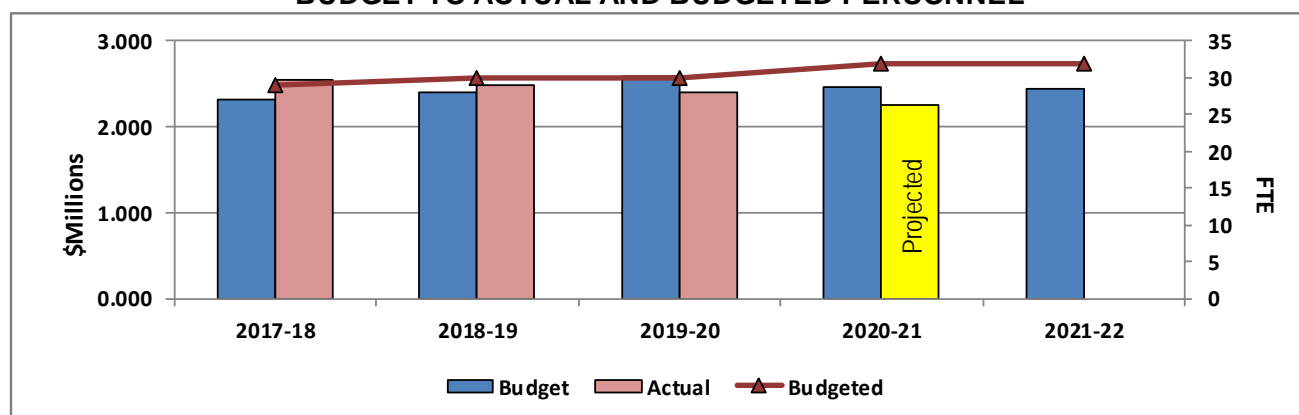
<sup>1</sup>FY2019-20 Add one Computer Operator per Issue Paper<sup>2</sup>FY2019-20 Add one Utility Applications Manager per Issue Paper<sup>3</sup>FY2019-20 Add Utility Network & Systems Hardware Manager position per Issue Paper<sup>4</sup>FY2019-20 Add one Information Security Analyst per Issue Paper<sup>5</sup>FY2019-20 Delete two Office Assistants and add two Document Scanning Specialist per Human Resources off cycle budget staffing change request<sup>6</sup>FY2019-20 Utility Network & Systems Hardware Manager title changed to Utility Infrastructure Manager and upgraded from PM134 to EX5 per Human Resources off cycle budget staffing change request<sup>7</sup>FY2019-20 Utility Application Manager upgraded from PM134 to EX5 per Human Resources off cycle budget staffing change request<sup>8</sup>FY2019-20 Application Administrator, Database Administrator, Network Systems Manager, Systems Administrator III, and Information Security Analyst positions upgraded from PM132 to PM134 per Human Resources off cycle budget staffing change request<sup>9</sup>FY2019-20 Systems Administrator II upgraded from PM130 to PM132 per Human Resources off cycle budget staffing change request<sup>10</sup>FY2019-20 Senior Programmer Analyst upgraded from PM129 to PM130 per Human Resources off cycle budget staffing change request<sup>11</sup>FY2019-20 Web Programmer PM128 deleted and Web Media Designer II PM130 added per Human Resources off cycle budget staffing change request<sup>12</sup>FY2019-20 Computer Programmer upgraded from PM122 to PM124 per Human Resources off cycle budget staffing change request<sup>13</sup>FY2020-21 Add one Utility Software Engineer II per Issue Paper<sup>14</sup>FY2020-21 Add one Support Services II per Issue Paper<sup>15</sup>FY2020-21 Add one Application Administrator and upgrade position to 134 per Issue Paper<sup>16</sup>FY2020-21 Add one Utility Software Development Manager per Issue Paper<sup>17</sup>FY2020-21 Reclassify Document Scanning Specialist to Utility Document Scanning Specialist GS44 per Issue Paper<sup>18</sup>FY2020-21 Reclassify two Senior Office Assistant positions to Utility Senior Document Specialist GS46 per Issue Paper<sup>19</sup>FY2021-22 Add one PC/Lan Specialist I per Issue Paper<sup>20</sup>FY2021-22 Add one Systems Administrator I per Issue Paper<sup>21</sup>FY2021-22 Utility Information System Manager EX5 title and grade changed to Utility Assistant Chief Information Officer EX3 per off cycle budget staffing change request

**825 INSTRUMENTATION & CONTROLS**

## INFORMATION TECHNOLOGY

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7020	O & M Salaries and Wages	2,041,659	1,920,000	1,822,512	2,001,000
7750	Worker's Compensation	20,271	14,900	24,898	14,900
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>2,061,930</b>	<b>1,934,900</b>	<b>1,847,410</b>	<b>2,015,900</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7560	Office Supplies & Printing	1,394	1,800	1,207	1,800
7620	Small Tools & Equipment	13,906	17,000	25,000	20,000
7740	Rental/Lease of Equipment	1,959	1,900	2,480	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>17,259</b>	<b>20,700</b>	<b>28,687</b>	<b>23,500</b>
	<b>MAINTENANCE</b>				
7660	Building Services	10,276	5,000	10,251	10,000
7680	Communication Equipment	44,901	37,600	70,736	70,800
7850	Maintenance of Equipment	93,474	250,000	121,254	150,000
7930	Maintenance of Structures & Improvements	10,884	25,000	30,000	20,000
	<b>TOTAL MAINTENANCE</b>	<b>159,535</b>	<b>317,600</b>	<b>232,242</b>	<b>250,800</b>
	<b>UTILITIES</b>				
7760	Utilities	820	5,000	806	1,000
	<b>TOTAL UTILITIES</b>	<b>820</b>	<b>5,000</b>	<b>806</b>	<b>1,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	51,039	55,000	46,029	50,000
7260	Expense of Supervisor & Employees	52,470	45,000	20,000	25,000
7640	Uniforms	17,031	16,500	13,358	16,900
7720	Professional Services	10,553	45,000	45,000	30,000
7780	Miscellaneous Expense	636	1,000	603	900
7790	Software/Hardware Expense	25,951	29,300	14,958	35,000
	<b>TOTAL MISCELLANEOUS</b>	<b>157,680</b>	<b>191,800</b>	<b>139,948</b>	<b>157,800</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>2,397,224</b>	<b>2,470,000</b>	<b>2,249,093</b>	<b>2,449,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**825 INSTRUMENTATION & CONTROLS**

## INFORMATION TECHNOLOGY

**FUNCTION:**

Provide installation, maintenance and support of instrumentation and controls throughout the water and wastewater divisions to facilitate communication to the centralized SCADA (Supervisory Control and Data Acquisition) Systems optimization to effectively monitor and control sites which include systems located at wells, reservoirs, booster stations, lift stations, storm water pump stations and treatment plants. The goal is to provide a sufficient level of automated control to maximize the efficiency of operations personnel; and, to ensure the adequacy of treatment such that water and wastewater operations are compliant with applicable State and Federal regulations.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Instrumentation system reliability	Increase Customer Satisfaction & Confidence	95%	95%	95%	100%
Days to complete work orders	Improve Efficiency	7	7	5	3

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Instrumentation Control Manager	132	1	1	1	1
Instrumentation Control Superintendent	127	1	1	1	1
Radio Network Specialist II	127	1	1	0	1
Network Specialist	126	1	1	1	1
Instrumentation Control Assistant Superintendent	125	2	2	2	2
Radio Network Technician	125	0	0	1	0
PC/LAN Specialist I <sup>3</sup>	123	0	0	0	1
Instrumentation Control Lead Technician <sup>2</sup>	56	13	13	11	13
Industrial Electrician	55	1	1	0	1
Instrumentation Control Technician <sup>2,4</sup>	54	8	8	8	9
Trades Helper <sup>1</sup>	45	1	1	0	1
Senior Office Assistant	45	1	1	1	1
<b>Total Personnel</b>		<b>30</b>	<b>30</b>	<b>26</b>	<b>32</b>

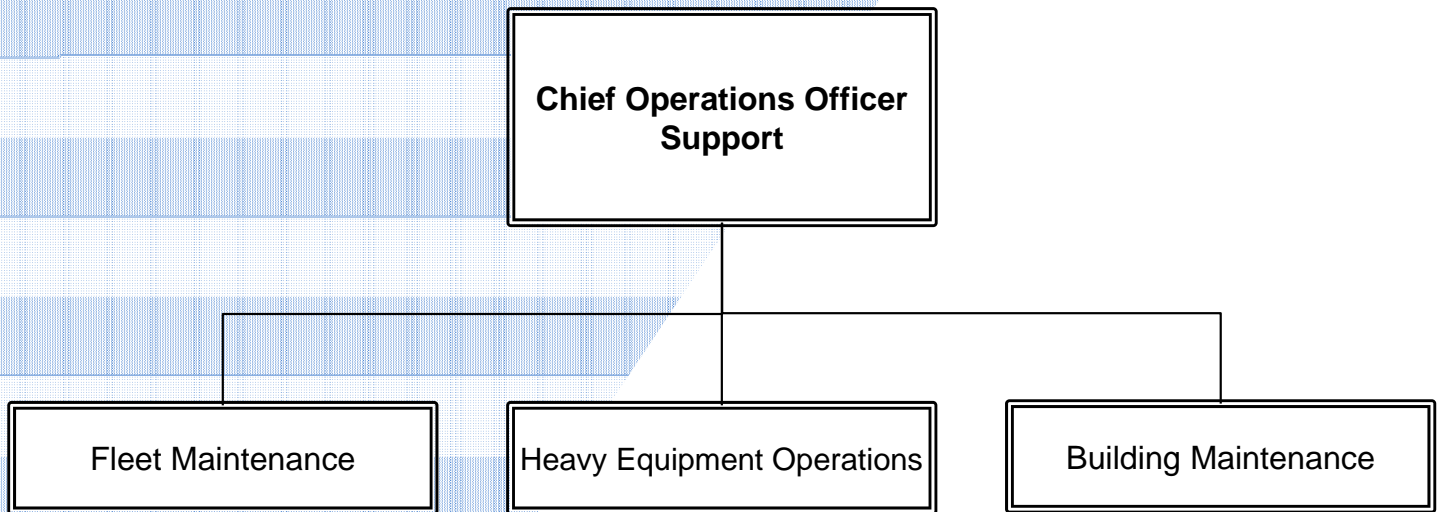
<sup>1</sup>FY2019-2020 Change Trades Helper(City Temp) to one Trades Helper per Issue Paper

<sup>2</sup>FY2019-2020 Delete one Instrumentation Control Technician and add one Instrumentation Control Lead Technician per off cycle budget staffing change request

<sup>3</sup>FY2021-22 Add one PC/LAN Specialist I per Issue Paper

<sup>4</sup>FY2021-22 Add one Instrumentation Control Technician per Issue Paper

## Operations Support

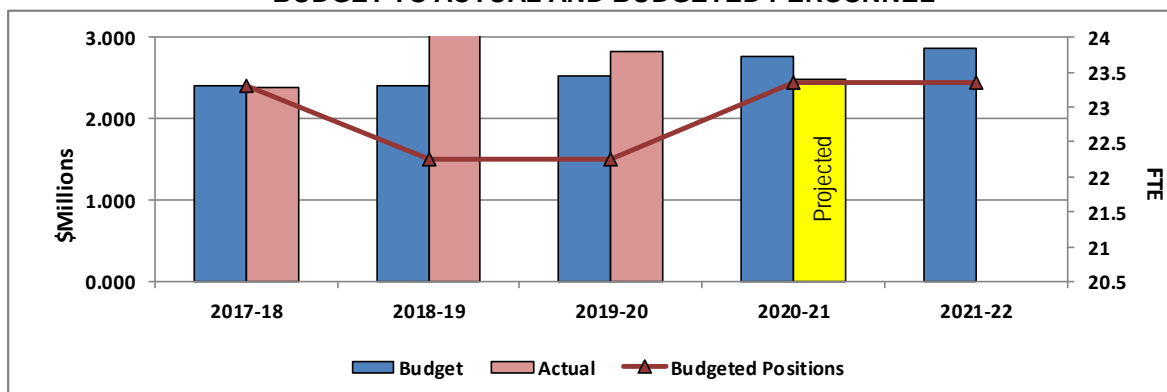




**915 FLEET MAINTENANCE**

## OPERATIONS SUPPORT

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b><u>PERSONNEL SERVICES</u></b>				
9020	O & M Salaries and Wages	1,158,267	1,094,000	1,007,672	1,159,000
9750	Worker's Compensation	17,365	12,500	33,057	12,500
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>1,175,632</b>	<b>1,106,500</b>	<b>1,040,729</b>	<b>1,171,500</b>
	<b><u>MATERIALS &amp; SUPPLIES</u></b>				
9040	Fuel Expense	1,191,642	1,200,000	950,000	1,200,000
9240	Auto Shop Supplies	36,592	35,000	32,263	35,000
9560	Office Supplies & Printing	9,304	6,000	7,687	6,000
9620	Small Tools & Equipment	23,530	20,000	36,241	30,000
9740	Rental/Lease of Equipment	6,166	7,100	6,897	7,100
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,267,233</b>	<b>1,268,100</b>	<b>1,033,088</b>	<b>1,278,100</b>
	<b><u>MAINTENANCE</u></b>				
9660	Building Services	112,999	110,000	136,478	140,000
9680	Communication Equipment	3,543	5,800	3,766	6,400
9850	Maintenance of Equipment	31,459	20,000	41,726	40,000
	<b>TOTAL MAINTENANCE</b>	<b>148,000</b>	<b>135,800</b>	<b>181,969</b>	<b>186,400</b>
	<b><u>UTILITIES</u></b>				
9760	Utilities	64,274	65,000	67,256	65,000
	<b>TOTAL UTILITIES</b>	<b>64,274</b>	<b>65,000</b>	<b>67,256</b>	<b>65,000</b>
	<b><u>MISCELLANEOUS</u></b>				
9120	Transportation	58,820	55,000	54,972	55,000
9260	Expense of Supervisor & Employees	36,318	39,260	12,000	30,000
9640	Uniforms	12,059	15,000	13,662	15,400
9700	Insurance	960	1,080	1,080	1,300
9770	Security Services	59,541	63,100	70,488	63,100
9780	Miscellaneous Expense	301	760	401	500
9790	Software/Hardware Expense	5,639	5,400	3,238	4,700
	<b>TOTAL MISCELLANEOUS</b>	<b>173,638</b>	<b>179,600</b>	<b>155,842</b>	<b>170,000</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>2,828,778</b>	<b>2,755,000</b>	<b>2,478,884</b>	<b>2,871,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**915 FLEET MAINTENANCE**

## OPERATIONS SUPPORT

**FUNCTION:**

Provide maintenance and repair of all Utility-owned vehicles & construction equipment. Administer the operation of the fueling facility to include offsite fueling operations. Conduct the replacement of fleet vehicles & equipment and the procurement of new vehicles & equipment. Oversee the inventory of a parts warehouse and parts contracts.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Number of Vehicles replaced	Improve Infrastructure	22	32	44	39
Number of Equipment replaced	Improve Infrastructure	30	19	18	21
Vehicles & Equipment per mechanic	Increase Customer Satisfaction & Confidence	73	71	75	87
Field service calls	Improve Efficiency	758	768	686	600
Number of preventive maintenances completed	Improve Efficiency	862	699	628	750
Number of various training sessions for section	Improve Knowledge, Skills and Abilities	5	14	14	48
Parts and service contracts	Strengthen Financial Viability	18	20	22	24

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Stormwater & Fleet Maintenance Division Manager <sup>1</sup>	EX3	0.00	0.00	0.00	0.00
Fleet & Building Maintenance Superintendent <sup>*3</sup>	131	0	0.34	0	0.34
Fleet Maintenance Chief	58	1	1	1	1
Fleet Maintenance Training Supervisor <sup>2</sup>	57	0	1	0	1
Fleet Services Supervisor	56	1	1	1	1
Materials Supervisor	54	1	1	1	1
Fleet Maintenance Lead Technician <sup>2</sup>	54	8	7	7	7
Welder	52	1	1	1	1
Fleet Maintenance Technician	52	2	2	2	2
Materials Specialist	47	1	1	1	1
Senior Office Assistant	45	1	1	1	1
Fleet Service Worker	45	4	4	4	4
Stores Clerk	45	1	1	1	1
Trades Helper <sup>4</sup>	45	0	0	0	1
Fleet Service Assistant	43	1	1	1	1
<b>Total Personnel</b>		<b>22.00</b>	<b>22.34</b>	<b>21.00</b>	<b>23.34</b>

\*Fleet & Building Maintenance Superintendent allocated 1/3 each to Sections 915, 916 & 917

<sup>1</sup>FY2019-20 Delete Stormwater & Fleet Maintenance Division Manager per Human Resources off cycle budget staffing change request

<sup>2</sup>FY2020-21 Upgrade one Fleet Maintenance Lead Technician to Fleet Maintenance Training Supervisor per Issue Paper

<sup>3</sup>FY2020-21 Fleet & Building Maintenance Superintendent added per HR off cycle budget staffing change request

<sup>4</sup>FY2021-22 Add one Trades Helper per Issue Paper

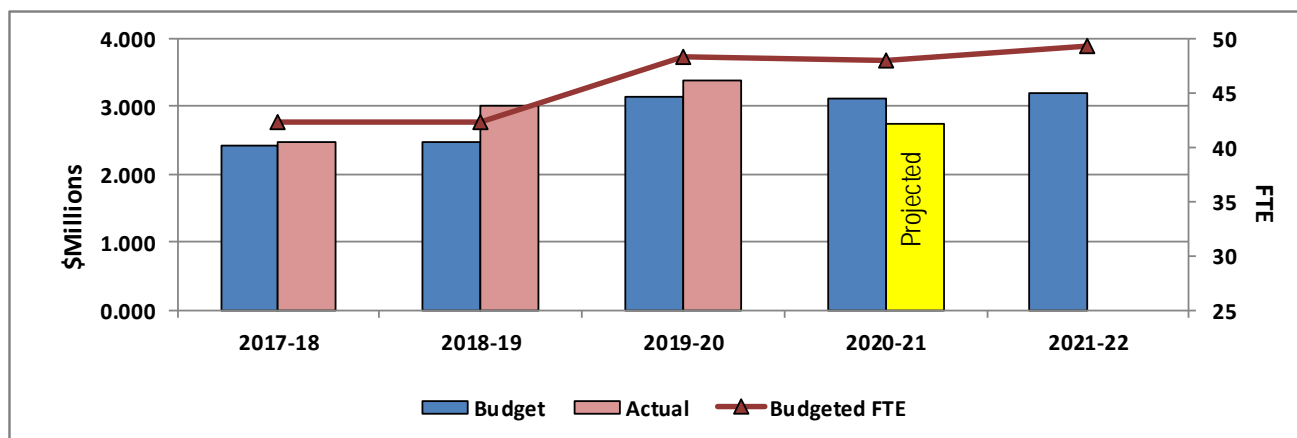


**916 HEAVY EQUIPMENT OPERATIONS**

## OPERATIONS SUPPORT

**OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
9010	Capital Salaries and Wages	1,704,785	1,524,000	1,442,447	1,666,000
9020	O & M Salaries and Wages	639,902	558,000	546,494	605,000
9750	Worker's Compensation	45,531	35,000	53,634	35,000
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>2,390,217</b>	<b>2,117,000</b>	<b>2,042,575</b>	<b>2,306,000</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
9620	Small Tools & Equipment	5,478	5,000	13,679	7,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,478</b>	<b>5,000</b>	<b>13,679</b>	<b>7,000</b>
	<b>MAINTENANCE</b>				
9680	Communication Equipment	20,483	22,200	21,662	22,500
	<b>TOTAL MAINTENANCE</b>	<b>20,483</b>	<b>22,200</b>	<b>21,662</b>	<b>22,500</b>
	<b>MISCELLANEOUS</b>				
9120	Transportation	907,695	900,000	627,982	800,000
9260	Expense of Supervisor & Employees	17,571	30,000	13,542	17,000
9640	Uniforms	28,791	26,560	29,079	30,000
9780	Miscellaneous Expense	640	1,240	480	600
9790	Software/Hardware Expense	-	3,000	925	1,900
	<b>TOTAL MISCELLANEOUS</b>	<b>954,697</b>	<b>960,800</b>	<b>672,007</b>	<b>849,500</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>3,370,875</b>	<b>3,105,000</b>	<b>2,749,924</b>	<b>3,185,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**916 HEAVY EQUIPMENT OPERATIONS**

## OPERATIONS SUPPORT

**FUNCTION:**

Assign equipment and equipment operators in accordance with construction and maintenance requirements of all divisions of the EPWater system. Coordinate available equipment and equipment operators with the daily workload to obtain maximum utilization.

PERFORMANCE MEASURES	PERSPECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Work-related injuries	Improve Efficiency	7	5	0	0
Amount of training per employee annually	Increase knowledge, skills and abilities	2	2	2	2
Number of acres mowed annually	Improve Efficiency	3421	3593	3773	3962
Amount of material recycled throughout the year (cubic yards)	Improve Efficiency	39,000	41,000	41,500	42,000
Annual removal from ponding areas/ ponds to the landfill (cubic yards)	Improve Efficiency	3400	3,550	3800	4000

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Stormwater & Fleet Maintenance Division Manager <sup>2</sup>	EX3	0	0	0.00	0.00
Fleet & Building Maintenance Superintendent <sup>*3</sup>	131	0	0.33	0	0.33
Heavy Equipment Trainer Supervisor	57	1	1	0	1
Operations Supervisor <sup>6</sup>	57	0	0	0	2
Heavy Equipment Supervisor <sup>6</sup>	55	2	2	2	0
Heavy Equipment Operator	51	11	11	10	11
Equipment Operator <sup>1,4,5</sup>	48	22	21	19	21
Truck Driver <sup>4</sup>	45	12	14	11	14
Utility Equipment Operator Associate	45	0	0	0	0
<b>Total Personnel</b>		<b>48.00</b>	<b>49.33</b>	<b>42.00</b>	<b>49.33</b>

\*Fleet & Building Maintenance Superintendent allocated 1/3 each to Sections 915, 916 & 917

<sup>1</sup>FY2019-20 Move six Equipment Operator from section 210 per Issue Paper

<sup>2</sup>FY2019-20 Delete Stormwater & Fleet Maintenance Division Manager per Human Resources off cycle budget staffing change request

<sup>3</sup>FY2020-21 Fleet & Building Maintenance Superintendent added per HR off cycle budget staffing change request

<sup>4</sup>FY2020-21 Two Equipment Operator positions deleted and two Truck Driver positions added per HR off cycle budget staffing change request

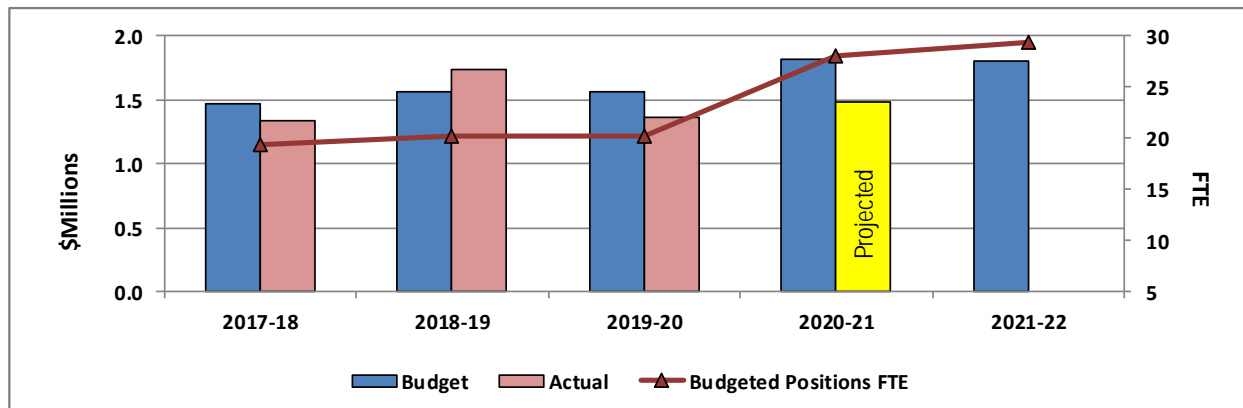
<sup>5</sup>FY2020-21 One Equipment Operator transferred from section 680 per HR off cycle budget staffing change request

<sup>6</sup>FY2021-22 Two Heavy Equipment Supervisors upgraded to Operations Supervisors per Issue Paper

**917 BUILDING MAINTENANCE**

## OPERATIONS SUPPORT

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b><u>PERSONNEL SERVICES</u></b>				
9010	Capital Salaries and Wages	393,226	804,000	546,656	757,000
9020	O & M Salaries and Wages	344,249	242,000	269,351	347,000
9750	Worker's Compensation	12,092	11,300	17,614	11,300
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>749,567</b>	<b>1,057,300</b>	<b>833,621</b>	<b>1,115,300</b>
	<b><u>MATERIALS &amp; SUPPLIES</u></b>				
9560	Office Supplies & Printing	1,328	1,500	5,000	1,500
9620	Small Tools & Equipment	15,863	20,000	21,728	10,000
9740	Rental of Equipment	1,287	1,200	1,259	-
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>18,478</b>	<b>22,700</b>	<b>27,988</b>	<b>11,500</b>
	<b><u>MAINTENANCE</u></b>				
9680	Communication Equipment	2,430	9,340	2,546	7,000
9840	Building Maintenance	231,776	250,000	261,154	250,000
9850	Maintenance of Equipment	6,321	12,000	13,754	12,000
	<b>TOTAL MAINTENANCE</b>	<b>240,527</b>	<b>271,340</b>	<b>277,454</b>	<b>269,000</b>
	<b><u>UTILITIES</u></b>				
9760	Utilities	222,269	275,000	207,422	250,000
	<b>TOTAL UTILITIES</b>	<b>222,269</b>	<b>275,000</b>	<b>207,422</b>	<b>250,000</b>
	<b><u>MISCELLANEOUS</u></b>				
9120	Transportation	52,239	70,000	44,518	60,000
9260	Expense of Supervisor & Employees	4,834	12,000	4,105	5,000
9640	Uniforms	14,244	17,800	15,187	20,400
9700	Insurance	2,160	2,280	2,160	2,900
9770	Security Services and Equipment	52,054	60,100	64,796	60,100
9780	Miscellaneous Expense	271	1,480	141	1,000
9790	Software/Hardware Expense	2,294	21,000	2,213	8,800
	<b>TOTAL MISCELLANEOUS</b>	<b>128,098</b>	<b>184,660</b>	<b>133,120</b>	<b>158,200</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>1,358,940</b>	<b>1,811,000</b>	<b>1,479,605</b>	<b>1,804,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**917 BUILDING MAINTENANCE**

## OPERATIONS SUPPORT

**FUNCTION:**

Provide facilities maintenance to the main office building, customer service center, field office, auto shop, warehouse, Tech20, stormwater operations center and all grounds. Maintain irrigation ditches, vacant utility land, utility rental property and easements. Provide grounds and facilities maintenance to water production and distribution assets as well as to wastewater collection facilities.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 PROJECTED	FY 2020-21 GOAL
Total miles of fencing erected around Utility properties	Increase Customer Satisfaction & Confidence	1/4	1/4	1/4	1/4
Miles of ditches maintained	Improve Efficiency	29.5	30	30	30
Acres of land maintained	Improve Efficiency	8,250	9,000	9,000	9,000
Total number of jobs completed as requested by Section 420 Water Production	Improve Infrastructure	302	320	335	350
Number of Building Maintenance jobs completed	Improve Infrastructure	338	350	375	380
Average number of days to complete grounds maintenance complaints and Code Compliance requests.	Increase Customer Satisfaction & Confidence	7	6	6	5

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Stormwater Fleet Maintenance Division Manager <sup>1</sup>	EX3	0	0	0	0
Fleet & Building Maintenance Superintendent*	131	0	0.33	0	0.33
GIS Technician	122	1	1	1	1
Facilities Maintenance Supervisor	55	1	1	1	1
Facilities Maintenance Lead Worker <sup>2</sup>	50	3	5	3	5
General Services Supervisor	52	1	1	1	1
Facilities Maintenance Worker <sup>2</sup>	47	2	0	2	0
Trades Helper <sup>4</sup>	45	3	3	2	4
Senior Office Assistant	45	1	1	1	1
General Service Worker <sup>3</sup>	43	8	16	8	16
<b>Total Personnel</b>		<b>20.00</b>	<b>28.33</b>	<b>19.00</b>	<b>29.33</b>

\*Fleet & Building Maintenance Superintendent allocated 1/3 each to 915, 916, & 917

<sup>1</sup>FY2019-20 Delete Stormwater & Fleet Maintenance Division Manager per Human Resources off cycle budget staffing change request

<sup>2</sup>FY2020-21 Upgrade two Facilities Maintenance Worker to Facilities Maintenance Lead Worker per Issue Paper

<sup>3</sup>FY 2020-21 Add eight General Service Worker positions per Issue Paper

<sup>4</sup>FY2021-22 Add one Trades Helper per Issue Paper

# UTILITY PROFILE

## HISTORY OF THE STORMWATER UTILITY



In 2006, El Paso experienced extreme flooding resulting in damage of much of the infrastructure from stormwater runoff. El Paso was not prepared, and the stormwater system had not been well maintained. Some storm drainage trunk lines, pump stations, channels and culverts were undersized, and some were in need of major maintenance or repair. The estimated damage at the time to public and private property totaled more than \$250 million. As a result, the City decided that it would create a drainage utility system that would stand-alone and be self-sufficient.

City Ordinance No. 016668 established the stormwater utility to ensure that the collection, management, and control of stormwater runoff would adequately protect the health, safety, and welfare of the citizens of El Paso. In this ordinance, the EPWater Public Service Board was given responsibility for the establishment of a schedule of drainage charges for all real property in the proposed service area, to provide drainage service for all real property in the proposed area upon payment of drainage charges, and to offer and provide drainage service on nondiscriminatory, reasonable, and equitable terms in accordance with Rules and Regulations as promulgated by the Board.

City Council's actions were consistent with recommendations made by a consulting firm that assessed stormwater management and organization following Storm 2006. The assessment found that city stormwater needs had not been adequately funded, and stormwater management, currently shared by several departments, would be better served by a centralized organization. Previously, stormwater services were funded by the City's general fund. However, the consultants recommended establishing a separate user fee to fund stormwater management functions and the City Council agreed.

Within the ordinance, the Board was granted complete authority and control of the management and operation of the System on behalf of the City. The Board prepared a Master Stormwater Management Plan (Stormwater Plan) which was approved by the City Council. In developing the Stormwater Plan, the Board took into account the use of open space as natural drainage and the extent reasonably possible preserve the City's open spaces, greenways, arroyos, and wilderness areas in their natural state. The Board allocates 10% of the System's annual drainage utility fee for such Green Projects. It also states that at least once a year beginning with the Fiscal Year ending August 31, 2009, the President/CEO, on behalf of the Board, shall present to the City Council a report on the status of the System. The ordinance also requires that revenues collected from the drainage utility fees must be segregated and completely identifiable from other City or Board accounts.

On March 1, 2008, EPWater under the policy direction of the Public Service Board became responsible for stormwater management in the City of El Paso. Stormwater functions are funded by a fee that appears on the monthly water bill. This fee can only be used exclusively for stormwater purposes. The stormwater charge is not

a tax; it is a user fee that is calculated for every parcel within the city, except those exempted by federal or state law, based on the impervious area of the property, which is consistent with several other cities throughout the country that use this method of stormwater management.

In January 2017, the Board directed staff to convene a Stormwater Focus Group to review projects in the Stormwater Master Plan. Through a series of four engagements in 2017 and 2018 the group composed of staff, board members and different stakeholders was able to complete the following goals:

- Public perspective on the priorities of the stormwater program
- Evaluate scoring criteria
- Evaluate weight/value for each criteria
- Score each project
- Produce updated project priorities

At the April 11, 2018, PSB meeting Board approved the group's recommendations regarding the Stormwater Capital Improvement Program (CIP) project reprioritization. The FY 2021-2022 CIP includes funding based on direction of that master plan reprioritization.

## **FACILITIES**

Following Storm 2006, an evaluation identified extensive damage to the stormwater system. The City began repairing the most severely damaged items and the stormwater utility became responsible for the remaining projects, as well as the operation and maintenance of the system and the construction projects needed to reach an adequate level of service.

The facilities the stormwater utility is responsible for operating and maintaining include:

- 22 storm water pump stations
- 450 ponds comprising 1,855 acres
- 41 dams and basins comprising 2,430 acres
- 71 miles of channels
- 9 miles of agricultural drains
- 329 miles of storm drain conduits
- 7,347 storm drain drop inlets

## STRATEGIC PLANNING

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The Public Service Board incorporated the Stormwater Utility into its updated strategic plan dated January 2009. The Utility's strategic plan can be found on pages 33 through 46. The specific strategic plan for the Stormwater Utility has been incorporated into the individual sections' goals and objectives for FY 2021-2022.

## FINANCIAL POLICIES

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The Stormwater Utility is accounted for as a separate Enterprise Fund, which is defined on page 51. Funds collected from the stormwater fees included in the combined water, wastewater and stormwater bill are segregated from the water and wastewater revenues and accounted for separately.

### FLOW OF FUNDS POLICY

The Flow of Funds Policy was established in the first Stormwater Utility bond issue, Series 2009 issued September 29, 2009. In this bond ordinance, the Utility covenants and agrees that all revenues derived from the operation of the System shall be kept separate from other funds of the City. To that end, the following special funds were established and shall be maintained at the Depository Bank so long as any of the Bonds similarly secured are outstanding: (i) "City of El Paso, Texas, Municipal Drainage Utility System Revenue Fund" (herein called the "Revenue Fund"); (ii) "City of El Paso, Texas, Municipal Drainage Utility System Bonds Interest and Sinking Fund" (herein called the "Interest and Sinking Fund"); (iii) "City of El Paso, Texas, Municipal Drainage Utility System Bonds Reserve Fund" (herein called the "Reserve Fund"); and (iv) "City of El Paso, Texas, Municipal Drainage Utility System Improvement Fund" (herein called the "Improvement Fund"). The funds are described as follows:

#### Revenue Fund

All revenues shall be deposited monthly as collected into the Revenue Fund. Funds on deposit in the Revenue Fund shall first be used to pay all operating and maintenance expenses. The Revenues of the System not actually required to pay operating and maintenance expenses (the "Net Revenues") shall be transferred from the Revenue Fund to the other Funds in this Ordinance, in the order of priority, in the manner, and in the amounts set forth below:

#### Interest and Sinking Fund

There shall be deposited into the Interest and Sinking Fund the following:

1. Such amounts, in equal monthly installments, commencing on the first day of the month next following the Closing Date, and on the first day of each month thereafter, as will be sufficient to pay the interest scheduled to come due on the Bonds on the next interest payment date, less any amounts already on deposit therein for such purpose derived from the proceeds of the Bonds or from any other lawfully available source.

2. Such amounts, in equal monthly installments, commencing on the first day of the month next following the Closing Date, and on the first day of each month, thereafter, as will be sufficient to pay the next maturing principal of the Bonds, including any scheduled mandatory redemption of Bonds. The Interest and Sinking Fund shall be used to pay the principal of and interest on the Bonds Similarly Secured as such principal matures and such interest becomes due.

### **Reserve Fund**

So long as the funds on deposit in the Reserve Fund created for the benefit of the Bonds Similarly Secured are equal to the Reserve Fund Requirement, no deposits need to be made to the credit of the Reserve Fund; but should the Reserve Fund at any time contain less than the Reserve Fund Requirement, then, subject and subordinate to making the required deposits to the credit of the Interest and Sinking Fund, the City shall transfer from the Net Revenues in the Revenue Fund and deposit to the credit of the Reserve Fund, on the first day of each month, such amounts in equal monthly installments to accumulate within sixty (60) months a sum equal to the Reserve Fund Requirement. The money on deposit in the Reserve Fund may be used to pay the principal of and interest on the Bonds Similarly Secured at any time there are not sufficient funds on deposit in the Interest and Sinking Fund for such purpose.

### **Improvement Fund**

All money remaining in the Revenue Fund at the end of each month after all payments required to be made therefrom in such month have been made and all deficiencies accumulated from prior months have been remedied shall continue to be paid to the Improvement Fund established in connection with the System, and shall be held in and paid out from such Fund for the following purposes:

1. To pay the cost of any special or extraordinary repairs or replacements to or of the properties comprising the System, properly payable with such money under the laws of the State of Texas, necessitated by reason of some emergency.
2. To the extent now or hereafter permitted by law, any lawful purpose.

## **CAPITAL IMPROVEMENTS BUDGET POLICY & OPERATING BUDGET POLICY**

The capital improvements budget, operating budget and budget amendment policies are the same as used for the Water and Wastewater Utility as explained on pages 72 - 77. In addition, the city ordinance that created the Municipal Drainage Utility System also requires that 10% of the System's annual drainage utility fee revenues be used for Green Projects, which are defined as projects that have the potential dual purpose of stormwater management and preservation of the City's open spaces, greenways, arroyos and wilderness areas in their natural state. This allocation is to be included in the Utility's Capital Improvements Program every year.

## **REVENUE POLICY**

The revenue policy for the Stormwater Utility requires that the Board maintain fees sufficient to produce revenues in each fiscal year an amount adequate to pay all expenses incurred for the operation and maintenance of the System as such expenses shall accrue during the year and to produce an additional amount equal to 125% of the aggregate amount required to be paid in such year for principal and interest and redemption premiums on



bonds payable. Another financial target that is used in preparing the five-year financial plan is maintaining a 90 to 120-day operating reserve target balance. The Stormwater bond ordinance also provides that the Board will permit no free stormwater services to be supplied to the City or to any other user.

## INVESTMENT POLICY

The investment policy to be used by the Stormwater Utility will be the same as the policy for the Water and Wastewater Utility as described on page 51.

## DEBT SERVICE POLICY

Planned fee increases on a consistent basis are programmed in the Five-Year Financial Plan and are mainly driven by operating expenses, the capital improvement program and debt service coverage required both by the revenue bond covenants and by the Public Service Board's benchmarks for financial management. While the revenue bond covenants require debt service coverage of 1.25 times (meaning 125% of the current year's debt service requirements must be available that fiscal year), the Public Service Board's financial benchmark is to maintain as close to a 1.75 to 2.00 times coverage as feasibly possible. The Utility does not have a legal debt limit.

# FINANCIAL PLAN

## BUDGET TRENDS IN FY 2020 – 2021

The Stormwater Utility has maintained a high level of service to the community as promised. Maintenance remains a high priority along with the design and construction of projects identified in the City's master plan for the drainage system.



Total operating revenues for FY 2020-2021 are projected to come in at 99.74% of budgeted, while operating expenses are projected to be 91.9% of budgeted. Over 564 maintenance work orders and 562 service requests were completed throughout the city to address maintenance issues and repairs to the system. It is estimated that 86.3% or \$22.4 million will be spent on capital projects in FY 2020-2021. There are multiple projects under design, construction and some are in the process

of being bid out. These projects are funded by Stormwater Improvement Funds, Direct Funding Revolving Loan (DFRL) and remaining funds from prior bond issues. On May 15, 2018, the City of El Paso, upon request by EPWater, approved the establishment of the Municipal Drainage Utility System Revolving Note Program also known as DFRL with an available lending capacity up to \$25.0 million. This program continues to be an effective interim financing of stormwater capital projects.

The following are examples of Stormwater projects completed or in progress in FY 2020-21:

### Flood Control



Conveyance

City Drainage Projects

Sam Sneed

Bywood

Mesa & Brentwood

Corrugated Metal Pipe  
Replacement Program

### Flood Control



Storage



Thomas Manor Park

Will Ruth (Abatement)

Open Space

### FY 2021 – 2022: MEETING FUTURE DEMANDS

The FY 2021-2022 budget reflects the priorities for the Stormwater Utility, which include maintenance, design, construction, and the environment. The operating budget continues to focus on year-round preventative maintenance and responding to storm related events.

The funding for the FY 2021-2022 Capital Improvement Projects budget includes the use of appropriations from prior years including unused proceeds from bond issues 2016 & 2017, Stormwater Capital Improvement funds, and DFRL.

EPWater is committed to incorporating environmental stewardship into the management of stormwater. The use of concrete will be minimized, and arroyos purchased by the Utility will be maintained in their natural state as much as possible. By City Ordinance, ten percent of the revenues from stormwater fees will be used for projects that combine stormwater management with the preservation of open spaces, wilderness areas, and park ponds.

## BASIS OF BUDGETING

The budget was prepared using the accrual basis of accounting. Revenue is recognized as it is earned, and expenses are recognized as goods or services are delivered. The Utility's funds are not appropriated; rather the budget is an approved plan that can facilitate budgetary control and operational evaluations. The Utility defines fund equity as net position, which equals assets minus liabilities and deferred inflows of resources. Net position is divided into four categories; net invested in capital assets, restricted for construction and improvements, restricted for debt service, and unrestricted. The Utility's funds are not appropriated; rather the budget is an approved plan that can facilitate budgetary control and operational evaluations.

## BASIC ASSUMPTIONS

The following basic assumptions were used in the financial plan:

Revenue growth rate.....1.2%

Operations & Maintenance growth rate....5.0% (of operating budget)

Contingencies..... 2.5% (of operating budget)

## FY 2021-2022 DETAIL BUDGET

The Fiscal Year 2021-2022 budget reflects the PSB's updated Strategic Plan goals and objectives and is a balanced budget. The operating budget has been funded to maintain the level of service achieved in previous years, with adjustments made to better reflect the actual expenditures in FY 2020-2021.

The operating budget for the Stormwater Utility is \$5.9 million. However, also included in the Stormwater budget is an indirect cost allocation in the amount of \$1.7 million for the support services that will be provided by personnel whose costs are in the Water and Wastewater budget, which brings the total operating budget to a total of \$7.6 million. The following table summarizes the budget:

<b>STORMWATER OPERATING BUDGET</b>	<b>FY 2021-2022</b>
Maintenance	\$3,577,700
Personnel Services	1,377,100
Utilities	107,000
Materials & Supplies	27,400
Transportation, tipping fees, rent, uniforms & professional services	849,800
<b>O&amp;M Before Indirect Cost Allocation</b>	<b>5,939,000</b>
Indirect Cost Allocation	1,678,000
<b>GROSS OPERATING BUDGET</b>	<b>\$7,617,000</b>

The following table summarizes the staffing for the Stormwater Utility in the FY 2021-2022 budget:

FUNCTIONAL CATEGORY	TOTAL STAFF
Operations and Maintenance	45
Technical Services	9
<b>TOTAL</b>	<b>54</b>

The FY 2021-2022 capital budget focuses on the construction of projects identified in the revised Master Plan as the highest priority and funded with the bonds issued in prior years. The following list describes the major projects included in the FY 2021-2022 budget:

- \$8.5 million for improvements to stormwater storage capacity, which includes \$4.0 million for the Arroyo 1A Dam – Stormwater Basins.
- \$17.4 million in conveyance improvements, which includes \$2.6 million for the Fort Bliss Diversion Access Boxes Improvements, and
- \$2.7 million for the Corrugated Metal Pipe Replacement Program.

The capital budget includes 10% of revenue for the acquisition of open space, preservation of arroyos and development of park/ponds. The five-year financial plan, on page 229, reflects the plan for capital improvements stated above.

There was a six percent fee increase budgeted for FY 2021-22 and the Utility expects to meet the operating, maintenance, debt service, and capital infrastructure projects needs of the stormwater system. Over the next ten years, the Utility plans include \$256 million of improvements to the stormwater infrastructure.

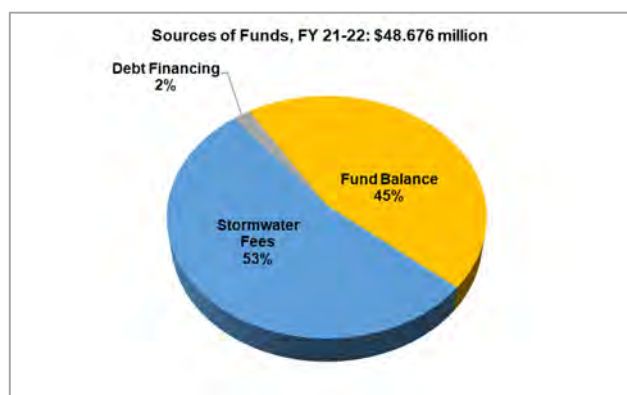
The following are examples of Stormwater projects to be completed or start construction in FY 2021-22:



## Stormwater Projects

- Sam Snead conduits from Lee Trevino to Pico Norte Pond
- San Lorenzo improvements
- Doniphan/Frontera inlet rehabilitation

## REVENUES AND OTHER FINANCING SOURCES



**Stormwater Fees** – Stormwater fees are funds generated for providing stormwater management to customers. Stormwater revenue for FY 2021-2022 is estimated to be \$25.9 million, \$1.9 million more than the previous year's budgeted revenue, which reflects a six percent fee increase and normal customer growth.

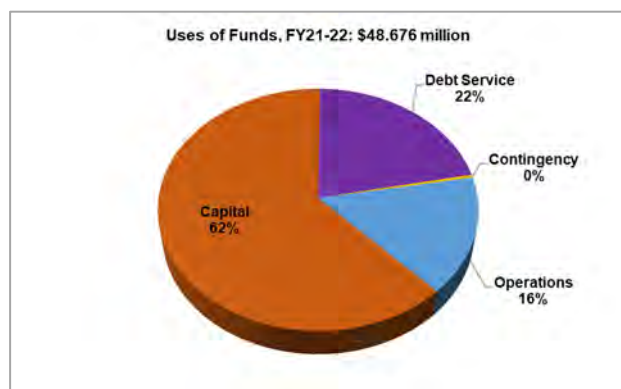
**Miscellaneous** – This category includes miscellaneous service charges and interest income. For FY 2021-2022

\$943,000 is estimated to be generated from these sources of revenue including \$340,000 from interest earnings.

**Fund Balance** – This category includes the drawdown of fund balances to fund capital projects. For FY 2021-2022 the Utility budgeted \$7.5 million.

**Bond and Revolving Credit Financing** – \$25.8 million in new bond issues or DFRL funding was identified to finance new stormwater infrastructure projects for FY 2021-2022.

## EXPENDITURES AND OTHER FINANCING USES



**Operating** – This category includes expenditures for the operation and maintenance costs of the Utility. It includes salaries, materials and supplies, utilities, disposal fees, and all other expenses. Also included in this category is an allocation of indirect costs for support services provided by the Water and Wastewater Utility staff. Operating and maintenance expenses for FY 2021-2022 are estimated to be \$7.6 million. This is \$180,000 or 2.4% more than FY 2020-2021's budgeted amount.

**Capital** – Capital expenses include all expenditures for the planning, design, construction, rehabilitation, project land acquisition or purchase of assets. Total estimated capital expenditures for FY 2021-2022 are \$30.0 million. This amount is \$4.3 million more than the budgeted amount in FY 2020-2021.

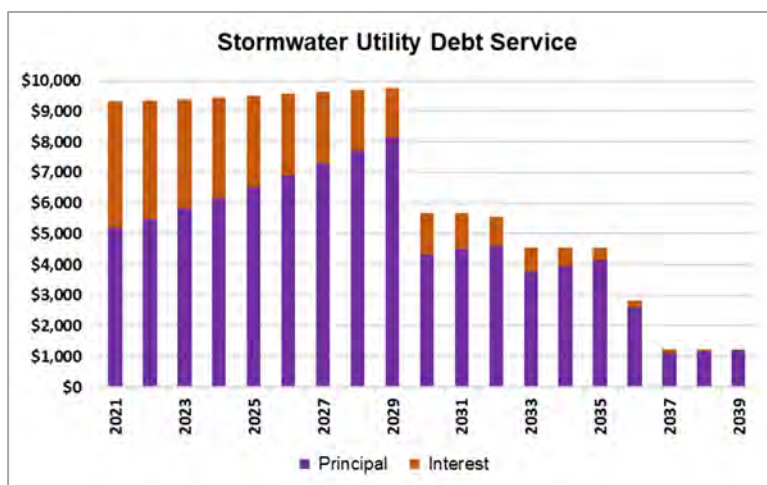
**Debt Service** – Principal and interest payments on bonds issued and interest on the DFRL of \$10.5 million are estimated for FY 2021-2022.

**Contingency** – This category allows for unusual, unbudgeted expenses, equivalent to 2.5% of the operating budget. The contingency this year is \$190,000.



## DEBT SERVICE

The following chart shows, as of February 28, 2021, all outstanding principal and interest owed by the Stormwater Utility. In May 2018, S&P Ratings assigned a SP-1+ Short Term Rating to the Revolving Note Purchase Program and affirmed the AA+ ratings for all outstanding debt. There were no new bond issues during FY 2020-2021 and in FY 2021-2022 the Utility budgeted \$25.9 million in new funding from bonds or DFRL.



STORMWATER UTILITY DEBT SERVICE DETAIL			
<u>CALENDAR YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2021	\$5,208,000	\$4,110,309	\$ 9,318,309
2022	5,488,000	3,862,912	9,350,912
2023	5,818,000	3,585,662	9,403,662
2024	6,173,000	3,295,037	9,468,037
2025	6,527,000	2,986,662	9,513,662
2026	6,907,000	2,664,312	9,571,312
2027	7,302,000	2,330,462	9,632,462
2028	7,717,000	1,975,781	9,692,781
2029	8,162,000	1,620,138	9,782,138
2030	4,322,000	1,352,876	5,674,876
2031	4,507,000	1,160,026	5,667,026
2032	4,595,000	958,488	5,553,488
2033	3,780,000	765,600	4,545,600
2034	3,955,000	576,825	4,531,825
2035	4,170,000	373,700	4,543,700
2036	2,620,000	209,225	2,829,225
2037	1,100,000	121,500	1,221,500
2038	1,150,000	71,000	1,221,000
2039	1,200,000	24,000	1,224,000
<b>Grand Total</b>	<b>\$90,701,000</b>	<b>\$32,044,515</b>	<b>\$122,745,515</b>

## STORMWATER BILLING FEE

In the past, stormwater services were funded by the City's general fund, however, after the recommendation from the consulting firm, a separate user fee to fund stormwater management functions was established. The fee structure was also determined by the Utility's Public Working Committee made up of over 20 individuals representing various organizations throughout the city. The fee is based on impervious area square footage. Non-residential properties are charged according to the amount of impervious area, including paved parking lots and other areas that are impermeable to rainwater. On an annual basis El Paso Central Appraisal District data is used to recalculate fees for residential properties and fees are adjusted accordingly. The impervious area calculations are based on the ground floor of the house, garages, porches, patios, and any additional buildings, storage sheds or other areas that cannot be penetrated by rain. Turf, xeriscaped areas, driveways, walkways, and sidewalks are not included.

Residential properties are placed into one of three categories, based on impervious area square footage. Approximately 80 percent of residential properties are in the typical category, which includes parcels with impervious areas measuring between 1,201 and 3,000 square feet. Properties less than 1,200 square feet are considered small and those greater than 3,000 square feet are considered large for fee purposes.

Stormwater fees were increased by six percent in the FY 2021-2022 budget. The rate structure is as follows:

### Residential Properties: (Including duplexes and triplexes)

In the chart below, Impervious Area refers to the ground floor of the house, garages, porches, patios, and any additional buildings, storage sheds, or other areas that cannot be penetrated by rain and as a result cause rain runoff.

Residential	Impervious Area	Monthly Charge
Small	0-1,200 sq. ft.	\$2.26
Typical	1,201 – 3,000 sq. ft.	\$4.51
Large	3,001 sq. ft. +	\$9.02

Residential customers can look up the square footage of their property by going to the Central Appraisal District website.

### Non-Residential Properties:

Non-residential properties are charged according to the amount of impervious area, including paved parking lots and other areas that are impermeable to rainwater. For each unit, or 2,000 square feet, the charge will be \$4.60. For example, a 4,000-square-foot office building with a 2,000-square-foot paved parking lot will pay \$13.80 monthly.

Non-Residential	Units of Measurement	Monthly Charge
All	Each 2,000 sq. ft. of impervious area	\$4.60



***El Paso Water Utilities - Public Service Board***  
**SUMMARY OF RECEIPTS & DISBURSEMENTS (IN 1000'S)**  
**MUNICIPAL DRAINAGE UTILITY**  
**2021-22 FISCAL BUDGET**

	Approved Budget FY 20-21	Approved Budget FY 21-22	Variance (+/-)	%
<b>Operating Revenues</b>				
Drainage fees	23,919	25,850	1,931	8.1%
<b>Total Operating Revenues</b>	<b>23,919</b>	<b>25,850</b>	<b>1,931</b>	<b>8.1%</b>

<b>Misc. Operating Revenues</b>				
Misc. Operating Revenues	603	603	-	0.0%
Interest Revenue on Operating Funds	80	40	(40)	-50.0%
<b>Total Misc. Operating Revenues</b>	<b>683</b>	<b>643</b>	<b>(40)</b>	<b>-5.9%</b>

<b>Total Operating and Misc. Revenues</b>	<b>24,602</b>	<b>26,493</b>	<b>1,891</b>	<b>7.7%</b>
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<b>Total Operating Expenses</b>	<b>7,437</b>	<b>7,617</b>	<b>180</b>	<b>2.4%</b>
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<b>Net Operating Revenues Available</b>	<b>17,165</b>	<b>18,876</b>	<b>1,711</b>	<b>10.0%</b>
Interest Revenue on Restricted Funds	300	300	-	0.0%
<b>Revenues Available for Debt Service</b>	<b>17,465</b>	<b>19,176</b>	<b>1,711</b>	<b>9.8%</b>
Debt Service - Stormwater Bonds	9,603	9,485	(118)	-1.2%
Debt Service Reserve Fund	451	618	167	0.4
Short Term DFRL - Interest and Fees	194	438	244	125.8%
<b>Total Revenues Avail for Capital Rehab/Impr.</b>	<b>7,216</b>	<b>8,634</b>	<b>1,418</b>	<b>19.7%</b>

<b>Capital Expenditures</b>				
Capital Projects - Stormwater	25,690	30,031	4,341	16.9%
Capital Equipment - Stormwater	321	296	(25)	-7.8%
<b>Total Capital Expenditures</b>	<b>26,011</b>	<b>30,327</b>	<b>4,316</b>	<b>16.6%</b>
Contingencies	186	190	4	2.2%
<b>(Deficiency) To be Funded by Debt, Grants or Construction Funds</b>	<b>(18,980)</b>	<b>(21,883)</b>	<b>(2,902)</b>	<b>15.3%</b>
Restricted Construction Funds	15,000	7,453	(7,547)	-50.3%
New Bond Issues & Revolving Credit	-	25,795	25,795	N/A
Transfer from / (to) restricted funds	-	(3,217)	(3,217)	N/A
<b>Increase / Decrease in Fund Balance</b>	<b>(3,980)</b>	<b>8,148</b>	<b>12,129</b>	<b>-304.7%</b>
<b>Debt Service Coverage</b>	<b>1.82</b>	<b>2.02</b>		

**EL PASO WATER UTILITIES - PUBLIC SERVICE BOARD**  
**A COMPONENT UNIT OF THE CITY OF EL PASO**  
**MUNICIPAL DRAINAGE UTILITY FUND**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**BUDGET TO ACTUAL\***

\*THIS IS AN UNOFFICIAL, UNAUDITED STATEMENT USING DATA FROM EPWU-PSB'S COMPREHENSIVE  
ANNUAL FINANCIAL REPORT AND PREPARED STRICTLY FOR USE IN THIS BUDGET BOOK

	<u>Year End February 29, 2020</u>		<u>Year End February 28, 2021</u>		<u>FY 2021-2022</u>
	Budget	Actual	Budget	Projected	Budget
<b>DRAINAGE OPERATING REVENUES</b>					
Drainage fees	\$ 23,415,000	\$ 23,713,494	\$ 23,919,000	\$ 24,050,000	\$ 25,850,000
<b>TOTAL DRAINAGE OPERATING REVENUES</b>	<b>23,415,000</b>	<b>23,713,494</b>	<b>23,919,000</b>	<b>24,050,000</b>	<b>25,850,000</b>
<b>MISC. OPERATING REVENUES</b>					
Misc. operating revenue	603,000	712,339	603,000	473,000	603,000
Interest income on Operating Funds	80,000	96,319	80,000	15,000	40,000
<b>TOTAL MISC. OPERATING REVENUES</b>	<b>683,000</b>	<b>808,658</b>	<b>683,000</b>	<b>488,000</b>	<b>643,000</b>
<b>TOTAL OPERATING REVENUES</b>	<b>24,098,000</b>	<b>24,522,152</b>	<b>24,602,000</b>	<b>24,538,000</b>	<b>26,493,000</b>
<b>DRAINAGE OPERATING EXPENSES</b>					
Operations and maintenance	5,389,000	5,800,152	5,939,000	5,338,000	5,939,000
Indirect cost allocation	1,534,000	1,534,000	1,498,000	1,498,000	1,678,000
Other Post-Employment Benefits expense	-	111,622	-	130,000	-
Pension Expense	-	479,932	-	500,000	-
Depreciation	3,500,000	3,464,030	4,000,000	4,500,000	4,500,000
<b>TOTAL DRAINAGE OPERATING EXPENSES</b>	<b>10,423,000</b>	<b>11,389,736</b>	<b>11,437,000</b>	<b>11,966,000</b>	<b>12,117,000</b>
<b>OPERATING INCOME</b>	<b>13,675,000</b>	<b>13,132,416</b>	<b>13,165,000</b>	<b>12,572,000</b>	<b>14,376,000</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>					
Interest income on Restricted Funds	600,000	745,157	300,000	217,000	300,000
Gain on sale of assets	-	1,074,418	-	-	-
Other nonoperating	-	(110,183)	-	-	-
Interest on long term debt	(4,000,000)	(3,861,630)	(4,000,000)	(4,000,000)	(4,000,000)
<b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b>	<b>(3,400,000)</b>	<b>(2,152,238)</b>	<b>(3,700,000)</b>	<b>(3,783,000)</b>	<b>(3,700,000)</b>
<b>INCOME BEFORE CONTRIBUTIONS</b>	<b>10,275,000</b>	<b>10,980,178</b>	<b>9,465,000</b>	<b>8,789,000</b>	<b>10,676,000</b>
<b>CAPITAL AND GRANT CONTRIBUTIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INCREASE IN NET POSITION</b>	<b>10,275,000</b>	<b>10,980,178</b>	<b>9,465,000</b>	<b>8,789,000</b>	<b>10,676,000</b>
<b>TOTAL NET POSITION - BEGINNING</b>	<b>106,827,140</b>	<b>106,827,140</b>	<b>117,807,318</b>	<b>117,807,318</b>	<b>127,272,318</b>
<b>TOTAL NET POSITION - ENDING</b>	<b>\$ 117,102,140</b>	<b>\$ 117,807,318</b>	<b>\$ 127,272,318</b>	<b>\$ 126,596,318</b>	<b>\$ 137,948,318</b>
<b>DEBT SERVICE COVERAGE</b>	<b>1.90</b>	<b>1.87</b>	<b>1.82</b>	<b>1.90</b>	<b>2.02</b>

\* This statement has been revised to reflect the new GASB 34 reporting requirements.

<b>El Paso Water Utilities / Public Service Board Municipal Drainage Utility Fiscal Year 2021-22 Annual Budget (in \$1,000's)</b>	<b>Approved FY 2021-22</b>
<b>Total Operating and Capital Budget</b>	<b>\$48,676</b>
<b>OPERATING REVENUES</b>	
Drainage Fees	25,850
<b>TOTAL DRAINAGE FEES REVENUE</b>	<b>25,850</b>
<b>RATE INCREASE</b>	<b>6.0%</b>
Misc. Operating Revenue	603
Interest Revenue on Operating Funds	40
<b>TOTAL OPERATING AND MISC. REVENUES</b>	<b>26,493</b>
<b>LESS OPERATING EXPENSES</b>	
Operations & Maintenance	7,617
<b>TOTAL OPERATING EXPENSES</b>	<b>7,617</b>
<b>NET OPERATING REVENUES AVAILABLE</b>	<b>18,876</b>
Interest Revenue on Restricted Funds	300
<b>REVENUE AVAILABLE FOR DEBT SERVICE</b>	<b>19,176</b>
Existing Debt Service - P & I - Bonds	9,485
Short Term DFRL - Interest and Fees	438
New Debt Service - P & I - Bonds	-
Annual Contributions to Reserve Fund	618
<b>REVENUE AVAILABLE FOR CAPITAL IMPROVEMENTS</b>	<b>8,634</b>
<b>CAPITAL EXPENDITURES</b>	
Capital Projects - Drainage	30,031
Capital Equipment - Drainage	296
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>30,327</b>
Contingencies	190
<b>(DEFICIENCY) TO BE FUNDED BY DEBT, GRANTS OR CONSTRUCTION FUNDS</b>	<b>(21,883)</b>
Less Restricted Construction Funds	7,453
Less New Bond Issues & Revolving Credit	25,795
Transfer from / (to) restricted funds	(3,217)
<b>Increase /(Decrease) In Fund Balance</b>	<b>8,148</b>
<b>Debt Service Coverage - Target 1.5x</b>	<b>2.02</b>
<b>Average Residential Drainage Bill</b>	<b>\$4.51</b>
<b>Percent Increase In Drainage Bill</b>	<b>6.0%</b>

**EL PASO WATER/PUBLIC SERVICE BOARD  
STORMWATER OPERATING BUDGET BY OBJECT**

EXPENDITURE	2019-20			2020-21			2021-2022		
	Approved Budget	Actual	%	Approved Budget	6 months YTD	%	Approved Budget	Increase (Decrease)	%
<b><u>GENERAL OPERATING</u></b>									
<b>PERSONNEL SERVICES</b>	\$1,261,900	\$1,207,897	95.72%	\$2,520,100	\$1,148,520	45.57%	\$2,571,100	\$51,000	2.02%
<b>MATERIALS &amp; SUPPLIES</b>	45,500	31,229	68.64%	59,500	9,847	16.55%	27,400	(32,100)	-53.95%
<b>MAINTENANCE</b>	3,285,320	3,330,536	101.38%	3,539,530	1,466,971	41.45%	3,577,700	38,170	1.08%
<b>UTILITIES</b>	104,000	100,190	96.34%	138,000	50,445	36.55%	107,000	(31,000)	-22.46%
<b>OTHER*</b>	692,280	662,262	95.66%	883,870	297,534	33.66%	849,800	(34,070)	-3.85%
<b>GROSS O &amp; M BUDGET</b>	5,389,000	5,332,115	98.94%	7,141,000	2,973,317	41.64%	7,133,000	(8,000)	-0.11%
Less: Capital Salaries	-	-	0.00%	(1,202,000)	(605,169)	50.35%	(1,194,000)	8,000	-0.67%
Plus: Indirect Cost Allocation	1,534,000	1,534,000	100.00%	1,498,000	749,000	50.00%	1,678,000	180,000	12.02%
<b>NET OPERATING BUDGET</b>	<b>\$6,923,000</b>	<b>\$6,866,115</b>	<b>99.18%</b>	<b>\$7,437,000</b>	<b>\$3,117,148</b>	<b>41.91%</b>	<b>\$7,617,000</b>	<b>\$180,000</b>	<b>2.42%</b>

\*Other expenditures are those which don't fit the other 4 categories. These include, among others, professional services, employee training, prepaid insurance, sludge hauling, water conservation expenses, fees to financial institutions, and postage.

EL PASO WATER / PUBLIC SERVICE BOARD						
SUMMARY, FY 2021-2022						
STAFFING BY DIVISION AND SECTION						
Stormwater	Division/Section	2017-18	2018-19	2019-20	2020-21	2021-22
	Stormwater Management	51	51.25	45.25	45	45
	Stormwater Technical Services	4	8	9	9	9
	Stormwater Project Administration	5	0	0	0	0
	Stormwater Code Compliance	7	0	0	0	0
<b>TOTAL BUDGETED POSITIONS</b>		<b>67</b>	<b>59.25</b>	<b>54.25</b>	<b>54.00</b>	<b>54.00</b>
<b>TOTAL ACTUAL POSITIONS</b>		<b>57</b>	<b>57.25</b>	<b>52.25</b>		

Stormwater Fund	Adopted Budget FY 2020-21	Projected Budget FY 2020-21	Approved Budget FY 2021-22	Projected FY 2022-23	Projected FY 2023-24	Projected FY 2024-25	Projected FY 2025-26
<b>Total Operating and Capital Budget</b>	<b>\$43,882</b>	<b>\$39,440</b>	<b>\$48,676</b>	<b>\$45,966</b>	<b>\$55,056</b>	<b>\$51,764</b>	<b>\$48,524</b>
<b>Operating Revenues</b>							
Stormwater Service	\$23,919	\$24,050	\$25,850	\$26,998	\$28,197	\$30,022	\$32,877
<b>Total Wastewater Revenues</b>	<b>23,919</b>	<b>24,050</b>	<b>25,850</b>	<b>26,998</b>	<b>28,197</b>	<b>30,022</b>	<b>32,877</b>
<b>Rate Increase</b>	<b>0.0%</b>	<b>0.0%</b>	<b>6.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>5.0%</b>	<b>8.0%</b>
<b>Misc. Operating Revenues</b>							
Service Charges, Misc. Fees (S/W Only)	603	473	603	603	603	603	603
Interest Earnings	80	15	40	40	70	70	70
<b>Total Operating Revenues</b>	<b>24,602</b>	<b>24,538</b>	<b>26,493</b>	<b>27,641</b>	<b>28,870</b>	<b>30,695</b>	<b>33,550</b>
<b>Less Operating Expenses</b>							
O&M Expenses	7,437	6,836	7,617	7,693	7,770	7,847	7,926
<b>Total Operating Expenses</b>	<b>7,437</b>	<b>6,836</b>	<b>7,617</b>	<b>7,693</b>	<b>7,770</b>	<b>7,847</b>	<b>7,926</b>
<b>Operating Revenues Available</b>	<b>17,165</b>	<b>17,702</b>	<b>18,876</b>	<b>19,948</b>	<b>21,101</b>	<b>22,847</b>	<b>25,625</b>
Interest Revenue on Restricted Funds	300	217	300	300	400	400	400
<b>Revenues Available for Debt Service</b>	<b>17,465</b>	<b>17,919</b>	<b>19,176</b>	<b>20,248</b>	<b>21,501</b>	<b>23,247</b>	<b>26,025</b>
Existing Debt Service - P & I - Bonds	9,431	9,431	9,485	9,546	9,616	9,674	9,733
DFLR Annual Interest	194	251	438	281	567	594	545
New Debt Service - P & I - Bonds	172	0	0	827	1,924	3,078	4,689
Annual Contributions to Reserve Fund	451	480	618	625	340	538	442
<b>Rev. Avail. For Capital Improvements</b>	<b>7,216</b>	<b>7,757</b>	<b>8,634</b>	<b>8,968</b>	<b>9,053</b>	<b>9,363</b>	<b>10,615</b>
<b>Plus Misc. Non-Operating Revenues</b>							
Land Sales	0	0	0	0	0	0	0
<b>Total Non-Operating Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Rev. Avail. For Capital Rehab/Impr.</b>	<b>7,216</b>	<b>7,757</b>	<b>8,634</b>	<b>8,968</b>	<b>9,053</b>	<b>9,363</b>	<b>10,615</b>
<b>Capital Expenses</b>							
Capital Projects - Stormwater	25,690	22,149	30,031	26,601	34,444	29,636	24,791
Capital Equipment	321	293	296	200	200	200	200
<b>Total Capital Expenses</b>	<b>26,011</b>	<b>22,442</b>	<b>30,327</b>	<b>26,801</b>	<b>34,644</b>	<b>29,836</b>	<b>24,991</b>
Contingencies	186	0	190	192	194	196	198
<b>(Deficiency) To Be Funded By Debt, Grants Or Constr</b>	<b>(18,980)</b>	<b>(14,685)</b>	<b>(21,883)</b>	<b>(18,025)</b>	<b>(25,785)</b>	<b>(20,669)</b>	<b>(14,574)</b>
New Bond Issues & Revolving Credit	0	0	25,795	8,050	25,800	20,700	14,600
Grants	0	0	0	0	0	0	0
Construction Fund	15,000	14,466	7,453	0	0	0	0
Transfer from / (to) Restricted Funds			(3,217)	0	0	0	0
<b>Increase / Decrease In Fund Balance</b>	<b>(3,980)</b>	<b>(219)</b>	<b>8,148</b>	<b>(9,975)</b>	<b>15</b>	<b>31</b>	<b>26</b>
<b>DSC Senior Lien Debt - 1.80x</b>	<b>1.82</b>	<b>1.90</b>	<b>2.02</b>	<b>1.95</b>	<b>1.86</b>	<b>1.82</b>	<b>1.80</b>
<b>Cash Reserve Balance - % of O&amp;M</b>	<b>-0.2%</b>	<b>54.8%</b>	<b>156.2%</b>	<b>25.0%</b>	<b>24.9%</b>	<b>25.1%</b>	<b>25.1%</b>
<b>Average Residential Stormwater Bill</b>	<b>\$ 4.25</b>	<b>\$ 4.25</b>	<b>\$ 4.51</b>	<b>\$ 4.64</b>	<b>\$ 4.78</b>	<b>\$ 5.02</b>	<b>\$ 5.42</b>
<b>Percent Increase</b>	<b>0.0%</b>	<b>0.0%</b>	<b>6.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>5.0%</b>	<b>8.0%</b>

Note: This financial plan is not approved by the Public Service Board, but is used as a guide for financial purposes

*El Paso Stormwater Utility*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

**STORMWATER SYSTEM IMPROVEMENT**

Item #	Project	FY 2021-2022 Funding Request	FY 2021-2022 Projected Expenditures	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS		
				IMP	OPEN SPACE	DFRL
<b>STORAGE</b>		<b>\$ 11,310,000</b>	<b>\$ 8,469,000</b>	<b>\$ 1,663,000</b>	<b>\$ -</b>	<b>\$ 9,647,000</b>
R020028	Flow Path 39A Detention		340,000			
R020029	Palisades Stormwater System		245,000			
R020031	Will Ruth Pond	524,000	1,181,000	100,000		424,000
R020033	Various Dam Improvements		232,000			
R020042	Dam No. 2 (Morehead)		50,000			
R020043	Dam 4 Upgrade - Memphis Dam	167,000	200,000	167,000		
R020050	Dam 6 Upgrade (Scenic Dam)	200,000	200,000	200,000		
R020051	Dam 7 Upgrade (Dallas-Tremont St)	230,000	230,000	230,000		
R020054	Tremont Dam Spillway	360,000	360,000	360,000		
R020061	Dam 10 Improvements (Cliff Dam)		675,000			
R020046	Humane Society Ponding Area	606,000	666,000	606,000		
R020048	Arroyo 1A Dam - Stormwater Basins	9,223,000	4,000,000			9,223,000
R020049	Dam 8 Upgrade (Murchison Dam)		90,000			
<b>CONVEYANCE</b>		<b>19,614,000</b>	<b>17,418,000</b>	<b>1,205,000</b>	<b>2,585,000</b>	<b>15,824,000</b>
R040084	CD Drainage Projects	821,000	821,000	700,000		121,000
R040085	Various Open Space Projects/Park Ponds	2,585,000	3,473,000		2,585,000	
R040086	Coors Channel Improvements	2,390,000	2,390,000			2,390,000
R040092	Stevens Street Alley Conduit		427,000			
R040119	White Spur Drain Upstream Expansion	200,000	200,000	200,000		
R040122	Bywood Drive Drainage System Improvements	5,090,000	1,350,000			5,090,000
R040126	Fort Bliss Diversion Access Boxes	2,620,000	2,620,000			2,620,000
R040128	Channel Joint Sealing Program	1,000,000	250,000			1,000,000
R040129	Mesa Street Drainage Improvements	775,000	335,000	27,000		748,000
R040130	Carolina Drive CMP Replacement	150,000	150,000			150,000
R040094	Grissom & Hunt CMP Rehabilitation	920,000	600,000			920,000
R040097	Sam Snead Storm Drain System Improvements	305,000	779,000			305,000
R040098	4141 N Mesa @ Brentwood		105,000			
R040100	Playa Drain Crossing at Yarbrough	418,000	305,000			418,000
R040104	Old Spanish Trail Spillway Structural Repairs - Monsoonal	178,000	890,000	178,000		
R040118	Corrugated Metal Pipe (CMP) Replacement Program	2,162,000	2,723,000	100,000		2,062,000
<b>IT &amp; AUTOMATION</b>		<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
R070006	Stormwater SCADA System		100,000			
<b>OTHER MAJOR CAPITAL PROJECTS</b>		<b>3,505,000</b>	<b>3,455,000</b>	<b>3,305,000</b>	<b>-</b>	<b>200,000</b>
R080024	Stormwater Building Improvements	275,000	275,000	275,000		
R080030	Capital Improvements to Drains (EPCWID1)	200,000	200,000			200,000

*El Paso Stormwater Utility*  
*Public Service Board*  
**Capital Improvement Program**  
**Funding for Fiscal Year 2021-2022**

**STORMWATER SYSTEM IMPROVEMENT**

Item #	Project	FY 2021-2022 Funding Request	FY 2021-2022 Projected Expenditures	PROPOSED FUNDING SOURCES FOR NEW MONEY PROJECTS		
				IMP	OPEN SPACE	DFRL
R080031	Monsoonal Emerging Projects (Dams, Ponds, Pump Stations, and Conveyance)	2,330,000	2,330,000	2,330,000		
R080033	Various Localized Flooding Projects	200,000	200,000	200,000		
R080036	City Wide Land Acquisition	-	250,000			
R080042	Northgate Diversion Channel Improvements	500,000	200,000	500,000		
<b>TOTAL STORMWATER SYSTEM</b>		<b>\$ 34,429,000</b>	<b>\$ 29,442,000</b>	<b>\$ 6,173,000</b>	<b>\$ 2,585,000</b>	<b>\$ 25,671,000</b>
<b>OVERHEAD</b>		<b>689,000</b>	<b>589,000</b>			
<b>TOTAL STORMWATER SYSTEM WITH OVERHEAD</b>		<b>\$ 35,118,000</b>	<b>\$ 30,031,000</b>			



**NEW FUNDING REQUEST - STORMWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Will Ruth Pond</b>	<b>R020031</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Abatement of soils and structures for demolition.	
<b>Total Funding Request</b>	\$524,000	
<b>Funding Sources</b>	\$100,000 – IMP	
	\$424,000 - DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,181,000	
<b>Total Project Cost</b>	\$1,181,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Dam 4 Upgrade – Memphis Dam</b>	<b>R020043</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Design of upgrades to Memphis Dam	
<b>Total Funding Request</b>	\$167,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$200,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Humane Society Ponding Area</b>	<b>R020046</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Construction of ponding area at Humane Society/Animal Shelter area	
<b>Total Funding Request</b>	\$606,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$666,000	
<b>Total Project Cost</b>	\$666,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Arroyo 1 A Dam – Stormwater Basins</b>	<b>R020048</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Purchase of improved basins	
<b>Total Funding Request</b>	\$9,223,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$4,000,000	
<b>Total Project Cost</b>	\$10,000,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM:</b>	<b>Dam 6 Upgrade (Scenic Dam)</b>	<b>R020050</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Design of dam improvements	
<b>Total Funding Request</b>	\$200,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$200,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - STORMWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Dam 7 Upgrade (Dallas-Tremont St)</b>	<b>R020051</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Design of dam improvements and associated land acquisitions	
<b>Total Funding Request</b>	\$230,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$230,000	
<b>Total Project Cost</b>	\$230,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Tremont Dam Spillway</b>	<b>R020054</b>
<b>PROGRAM CATEGORY</b>	Storage	
<b>DESCRIPTION</b>	Construction of spillway	
<b>Total Funding Request</b>	\$360,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$360,000	
<b>Total Project Cost</b>	\$360,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM:</b>	<b>City of El Paso CDB Paving Projects</b>	<b>R040084</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Rehabilitation and/or relocation of stormwater structures as part of City of El Paso's paving projects.	
<b>Total Funding Request</b>	\$821,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$821,000	
<b>Total Project Cost</b>	\$821,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Various Open Space Projects/Park Ponds</b>	<b>R040085</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Arroyo 1A, AVISPA Canyon, Cement Lake, TIRZ 12	
<b>Total Funding Request</b>	\$2,440,000	
<b>Funding Sources</b>	OPEN SPACE	
<b>FY 2021-2022 Projected Expenditures</b>	\$3,473,000	
<b>Total Project Cost</b>	\$5,373,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Coors Channel Improvements</b>	<b>R040086</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of channel improvements	
<b>Total Funding Request</b>	\$2,390,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,390,000	
<b>Total Project Cost</b>	\$2,940,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - STORMWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Grissom &amp; Hunt CMP Rehabilitation</b>	<b>R040094</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Replacement of corrugated metal pipe system	
<b>Total Funding Request</b>	\$920,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$600,000	
<b>Total Project Cost</b>	\$920,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Sam Sneed Storm Drain System Improvements</b>	<b>R040097</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of storm drain system	
<b>Total Funding Request</b>	\$305,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$779,000	
<b>Total Project Cost</b>	\$6,487,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM:</b>	<b>Playa Drain Crossing at Yarbrough</b>	<b>R040100</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction if storm drain system	
<b>Total Funding Request</b>	\$418,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$305,000	
<b>Total Project Cost</b>	\$427,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Old Spanish Trail Spillway Structural Repairs – Monsoonal</b>	<b>R040104</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Replacement of corrugated metal pipe system	
<b>Total Funding Request</b>	\$178,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$890,000	
<b>Total Project Cost</b>	\$890,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Corrugate Metal Pipe (CMP) Replacement Program</b>	<b>R040118</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Design and/or construction to replace corrugated metal pipe at various locations.	
<b>Total Funding Request</b>	\$2,162,000	
<b>Funding Sources</b>	\$100,000 – IMP \$2,062,000 – DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,723,000	
<b>Total Project Cost</b>	\$3,818,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - STORMWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>White Spur Drain Upstream Expansion</b>	<b>R040119</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Land acquisition	
<b>Total Funding Request</b>	\$200,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$200,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Bywood Drive Drainage System Improvements</b>	<b>R040122</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of storm drain system along various streets	
<b>Total Funding Request</b>	\$5,090,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$1,350,000	
<b>Total Project Cost</b>	\$5,090,000	
<b>Impact on Operating Budget*</b>	Yes	

<b>PROGRAM:</b>	<b>Fort Bliss Diversion Access Boxes</b>	<b>R040126</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Construction of access boxes	
<b>Total Funding Request</b>	\$2,620,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$2,620,000	
<b>Total Project Cost</b>	\$2,620,000	
<b>Impact on Operating Budget*</b>		

<b>PROGRAM:</b>	<b>Channel Joint Sealing Program</b>	<b>R040128</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Evaluate and seal joints to rehabilitate storm drain systems	
<b>Total Funding Request</b>	\$1,000,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$250,000	
<b>Total Project Cost</b>	\$1,000,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Mesa Street Drainage Improvements</b>	<b>R040129</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Design and construction of stormwater drain system improvements	
<b>Total Funding Request</b>	\$775,000	
<b>Funding Sources</b>	\$27,000 – IMP	
	\$748,000 – DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$335,000	
<b>Total Project Cost</b>	\$775,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - STORMWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM:</b>	<b>Carolina Drive CMP Replacement</b>	<b>R040130</b>
<b>PROGRAM CATEGORY</b>	Conveyance	
<b>DESCRIPTION</b>	Replacement of corrugated metal pipe	
<b>Total Funding Request</b>	\$150,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$150,000	
<b>Total Project Cost</b>	\$1,650,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Stormwater Building Improvement</b>	<b>R080024</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Rehabilitation of field office roof	
<b>Total Funding Request</b>	\$275,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$275,000	
<b>Total Project Cost</b>	\$275,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Capital Improvements to Drains (EPCWID1)</b>	<b>R080030</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Payment of fee	
<b>Total Funding Request</b>	\$200,000	
<b>Funding Sources</b>	DFRL	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$200,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Monsoonal Emerging Projects (Dams, Ponds, Pump Stations, and Conveyance)</b>	<b>R080031</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Evaluation, design and/or construction of unplanned improvements	
<b>Total Funding Request</b>	\$860,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$860,000	
<b>Total Project Cost</b>	\$860,000	
<b>Impact on Operating Budget*</b>	No	

<b>PROGRAM:</b>	<b>Various Localized Flooding Projects</b>	<b>R080033</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Improvements to alleviate localized flooding	
<b>Total Funding Request</b>	\$200,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$200,000	
<b>Impact on Operating Budget*</b>	No	

\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**NEW FUNDING REQUEST - STORMWATER PROJECTS**

FISCAL YEAR 2021-2022

<b>PROGRAM: Northgate Diversion Channel Improvements</b>		<b>R080042</b>
<b>PROGRAM CATEGORY</b>	Other Major Capital Projects	
<b>DESCRIPTION</b>	Design of improvements	
<b>Total Funding Request</b>	\$500,000	
<b>Funding Sources</b>	IMP	
<b>FY 2021-2022 Projected Expenditures</b>	\$200,000	
<b>Total Project Cost</b>	\$500,000	
<b>Impact on Operating Budget*</b>	No	

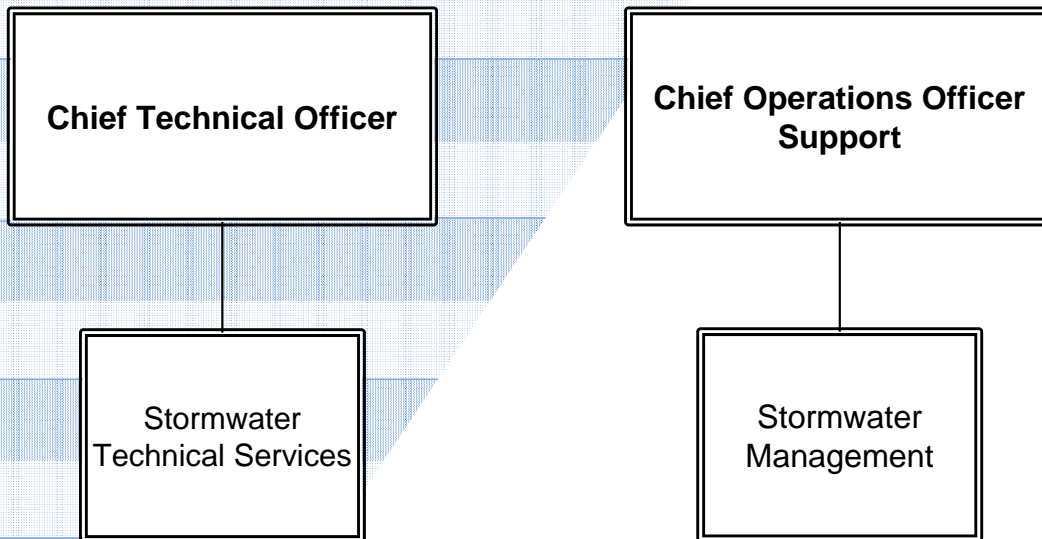
\*Proposed improvement is an expansion or a new asset that will require new maintenance and operations

**EL PASO WATER UTILITIES /PUBLIC SERVICE BOARD**  
SUMMARY OF PROPOSED CAPITAL OUTLAY FOR  
NEW AND REPLACEMENT AUTOMOTIVE AND CONSTRUCTION EQUIPMENT  
FY 2021-2022

**STORMWATER REPLACEMENT AUTOMOTIVE AND CONSTRUCTION EQUIPMENT**

<b>Section</b>	<b>Unit#</b>	<b>Description</b>	<b>Projected Mileage-Hours by 02-2021</b>	<b>Type of Vehicle</b>	<b>Estimated Cost</b>
210	50023	1 TON S/B SPRAYER	95,282	2008 FORD F-350	\$70,000
210	5024	1 TON S/B SPRAYER	98,094	2008 FORD F-350	\$70,000
210	2102	SKID STEER MINI	5,840	2014 DITCHWITC SK755	\$43,000
210	NEW	1/2 TON 2 DR PICK-UP			\$35,000
210	NEW	SKID STEER LOADER W/TRAILER			\$78,000
<b>Estimated Total Vehicle and Equipment Cost</b>					<b>\$296,000</b>
<b>Less: Estimated Trade-in Value</b>					<b>\$ -</b>
<b>Net Cost to FY 2020-2021 Budget</b>					<b>\$ 296,000</b>

# Stormwater Operations

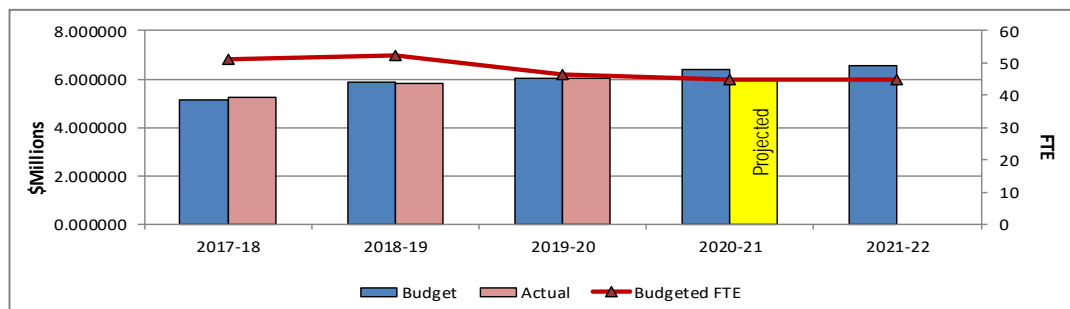




**210 STORMWATER MANAGEMENT**

## STORMWATER

<b>OPERATING AND MAINTENANCE BUDGET</b>					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
	<b>PERSONNEL SERVICES</b>				
7010	Capital Salaries and Wages	-	1,202,000	1,159,938	1,194,000
7020	O & M Salaries and Wages	553,802	610,000	650,234	661,000
7750	Worker's Compensation	40,339	26,100	42,363	26,100
	<b>TOTAL PERSONNEL SERVICES (LOADED)</b>	<b>594,141</b>	<b>1,838,100</b>	<b>1,852,535</b>	<b>1,881,100</b>
	<b>MATERIALS &amp; SUPPLIES</b>				
7500	Chemicals	48	5,000	367	-
7560	Office Supplies & Printing	2,847	8,000	6,414	5,000
7620	Small Tools & Equipment	11,983	20,000	15,879	17,000
7740	Rental of Equipment	5,169	7,500	5,901	1,700
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>20,047</b>	<b>40,500</b>	<b>28,561</b>	<b>23,700</b>
	<b>MAINTENANCE</b>				
7330	Emergency Response	142,059	259,000	117,913	200,000
7340	Maintenance of Basins, Ponds, Dams	1,343,298	1,384,000	1,222,790	1,400,000
7350	Maintenance of Channels, Ditches, Conduits	1,514,047	1,507,000	1,482,171	1,550,000
7360	Maintenance of Pump Stations	150,226	148,000	145,051	150,000
7660	Building Services	58,682	60,000	76,710	90,000
7680	Communication Equipment	10,696	20,630	10,613	16,500
7850	Maintenance of Equipment	93,649	140,000	116,498	154,000
7930	Maintenance of Structure & Improvements	12,415	10,000	12,383	10,000
	<b>TOTAL MAINTENANCE</b>	<b>3,325,071</b>	<b>3,528,630</b>	<b>3,184,129</b>	<b>3,570,500</b>
	<b>UTILITIES</b>				
7060	Electricity Expense	54,957	88,000	57,050	60,000
7710	Natural Gas Expense	4,526	5,000	4,795	5,000
7760	Utilities	40,708	45,000	40,828	42,000
	<b>TOTAL UTILITIES</b>	<b>100,190</b>	<b>138,000</b>	<b>102,673</b>	<b>107,000</b>
	<b>MISCELLANEOUS</b>				
7120	Transportation	186,279	200,000	223,408	220,000
7260	Expense of Supervisor & Employees	21,164	24,590	18,514	20,000
7320	Lease of Land	24,000	24,000	24,000	24,000
7370	Disposal Fees	101,061	60,000	118,174	110,000
7640	Uniforms	39,340	43,440	34,753	40,000
7700	Insurance	6,240	6,360	15,180	8,100
7730	Special Services	-	71,000	-	-
7770	Security Services	56,160	63,400	51,017	63,400
7780	Miscellaneous Expense	417	1,380	904	1,000
7790	Software/Hardware Expense	10,411	38,600	10,606	25,200
	<b>TOTAL MISCELLANEOUS</b>	<b>445,072</b>	<b>532,770</b>	<b>496,557</b>	<b>511,700</b>
	<b>SUBTOTAL - ALL ACCOUNTS</b>	<b>4,484,522</b>	<b>6,078,000</b>	<b>5,664,454</b>	<b>6,094,000</b>
	<b>MINUS: CAPITAL SALARIES</b>	<b>-</b>	<b>(1,202,000)</b>	<b>(1,159,938)</b>	<b>(1,194,000)</b>
	<b>PLUS: INDIRECT COST ALLOCATION</b>	<b>1,534,000</b>	<b>1,498,000</b>	<b>1,498,000</b>	<b>1,678,000</b>
	<b>TOTAL - ALL ACCOUNTS</b>	<b>6,018,522</b>	<b>6,374,000</b>	<b>6,002,516</b>	<b>6,578,000</b>

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**210 STORMWATER MANAGEMENT**

## STORMWATER

**FUNCTION:**

Responsible for the proper operation and maintenance of the Stormwater system in the City of El Paso consisting of 21 Stormwater pump stations, 430 ponds comprising 1,783 acres, 41 dams and basins comprising 2,430 acres, 71 miles of channels, 9 miles of agricultural drains, 329 miles of storm drain conduits, and 7,341 storm drain drop inlets. Additionally, Stormwater Operations is tasked with promptly addressing Customer Service requests received.

PERFORMANCE MEASURES	INVENTORIED STORMWATER TOTAL ASSETS	STRATEGIC OBJECTIVE	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Acres of ponds cleaned	1783	Customer/Internal Process	390.55	430	600
Acres of dams cleaned	2430	Customer/Internal Process	338.30	360	350
Miles of channels cleaned	71	Customer/Internal Process	17.14	19	25
Miles of agricultural drains cleaned	9	Customer/Internal Process	18	18	18
Miles of storm drain conduits cleaned	329	Customer/Internal Process	2.05	2.3	3
Storm drain inlets cleaned	7341	Customer/Internal Process	134	150	250
Acres of Herbicide placed		Customer/Internal Process	59	59	60

Positions	Pay Grade	Approved 2019-20	Approved 2020-21	Actual As Of 09/01/20	Approved 2021-22
Stormwater & Fleet Maintenance Division Manager <sup>*1</sup>	EX3	0	0	0	0
Stormwater Operations Manager	EX4	1	1	1	1
Stormwater Superintendent	130	1	1	1	1
GIS Technician <sup>3</sup>	122	1	2	2	2
Operations Assistant <sup>4</sup>	53	4	5	4	5
Wastewater Service Worker Supervisor	52	0	0	0	0
Equipment Operator <sup>2</sup>	48	0	0	0	0
Secretary	46	0	0	0	0
General Services Lead Worker	46	4	4	4	4
Trades Helper	45	10	10	10	10
Field Data Collector <sup>3</sup>	43	1	0	0	0
General Service Worker <sup>4</sup>	43	23	22	22	22
<b>Total Personnel</b>		<b>45</b>	<b>45</b>	<b>44</b>	<b>45</b>

\* Stormwater & Fleet Maintenance Division Manager allocated 1/4 each to Sections 210, 915, 916 & 917

<sup>1</sup>FY2019-20 Delete Stormwater & Fleet Maintenance Division Manager per Human Resources off cycle budget staffing change request

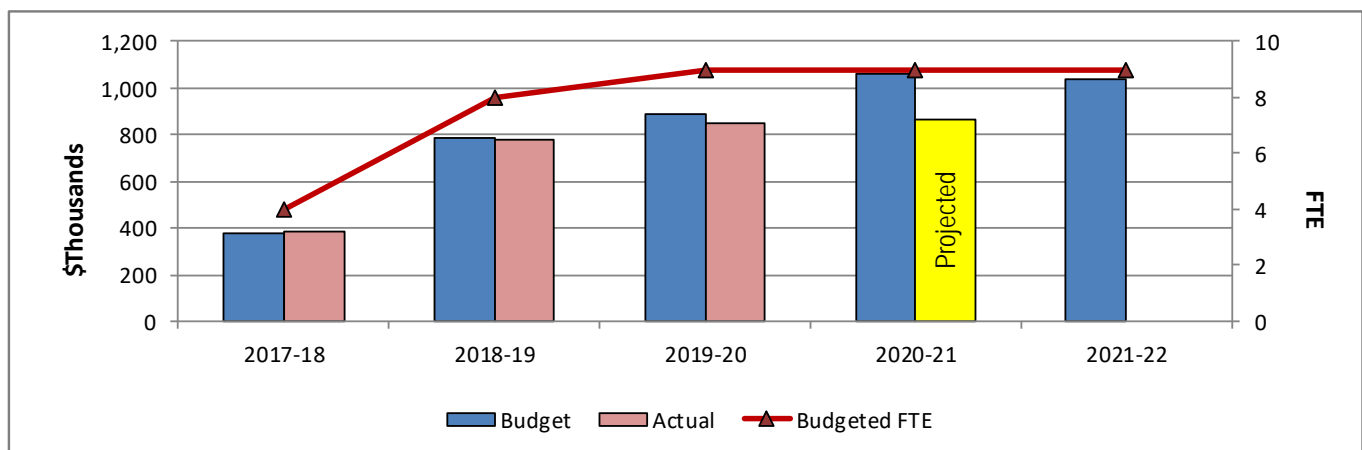
<sup>2</sup>FY2019-20 Move six Equipment Operators to section 916 per Issue Paper

<sup>3</sup>FY2020-21 Upgrade Field Data Collector to Graphic Information System Technician per Issue Paper

<sup>4</sup>FY2020-21 One General Service Worker position deleted and one Operations Assistant position added per HR off cycle budget staffing request

**220 TECHNICAL SERVICES****STORMWATER****OPERATING AND MAINTENANCE BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL FY 2019-20	BUDGET FY 2020-21	PROJECTED FY 2020-21	APPROVED FY 2021-22
7020	O & M Salaries and Wages	613,756	682,000	625,043	690,000
	TOTAL PERSONNEL SERVICES (LOADED)	613,756	682,000	625,043	690,000
	<u>MATERIALS &amp; SUPPLIES</u>				
7560	Office Supplies & Printing	5,991	11,700	1,857	2,000
7740	Rental of Equipment	5,191	7,300	5,647	1,700
	TOTAL MATERIALS & SUPPLIES	11,182	19,000	7,503	3,700
	<u>MAINTENANCE</u>				
7680	Communication Equipment	5,465	10,900	5,309	7,200
	TOTAL MAINTENANCE	5,465	10,900	5,309	7,200
	<u>MISCELLANEOUS</u>				
7100	Rent	23,400	21,480	21,480	21,100
7120	Transportation	3,601	3,000	2,276	3,000
7260	Expense of Supervisor & Employees	31,368	29,000	5,000	4,900
7720	Professional Services	99,046	270,960	153,657	285,000
7730	Special Services	49,803	5,760	24,202	10,400
7780	Miscellaneous Expense	398	600	40	200
7790	Software/Hardware Expense	9,574	20,300	20,000	13,500
	TOTAL MISCELLANEOUS	217,190	351,100	226,656	338,100
	TOTAL - ALL ACCOUNTS	847,593	1,063,000	864,511	1,039,000

**BUDGET TO ACTUAL AND BUDGETED PERSONNEL**

**220 TECHNICAL SERVICES****STORMWATER****FUNCTION:**

Design, coordinate, and manage in-house stormwater engineering projects and studies. Coordinate and review drawings from developer's consulting engineers, the City of El Paso planning department, Texas Department of Transportation (TXDOT), and other agencies. Maintain record drawings and provide technical comments for new developments (stormwater designs for subdivisions and relocations).

Develop and maintain technical design criteria, procedures, and drawing standards for preparation of construction documents for drainage conveyance, storage, pumping, and control structure improvements.

Negotiate, administer and manage all consulting contracts for planning, pre-design, design, and construction of stormwater capital improvement projects. Provide engineering and technical support to stormwater operations. Oversee adherence to divisional policies, city, state, and federal regulations and assist in formulating, maintaining, and executing the EPWater's stormwater master plan and related watershed studies.

PERFORMANCE MEASURES	STRATEGIC OBJECTIVE	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 PROJECTED	FY 2021-22 GOAL
Percent of Annual Capital Improvement Program budget expended	Strengthen Financial Viability	\$28.6M	\$19.8M	\$14M	\$24M
Projects out for construction by City that had Stormwater Engineering involvement	Improve Infrastructure	20	10	18	12
Number of LOMR / CLOMR applications submitted for eligible projects	Improve Efficiency	0	Assisted City of El Paso with submission of Pico Norte LOMR	0	1
Percent of City of El Paso's-CID reviews completed within a 2-week period	Strengthen Stakeholder Partnerships	80%	90%	90%	95%
Percent of City of El Paso's-Developer Services subdivision reviews completed within the allotted time	Strengthen Stakeholder Partnerships	65%	53%	81%	90%
Percent of number of budgeted storm water system design projects contracted	Improve Infrastructure	N/A	84.6%	175%	100%
Percent of number of budgeted storm water system construction projects contracted	Improve Infrastructure	N/A	114.3%	60%	90%
Number of invoices processed after 10 days	Improve Efficiency	N/A	90	85	40

**220 TECHNICAL SERVICES****STORMWATER**

<b>Positions</b>	<b>Pay Grade</b>	<b>Approved 2019-20</b>	<b>Approved 2020-21</b>	<b>Actual As Of 09/01/20</b>	<b>Approved 2021-22</b>
Engineering Division Manager	EX4	1	1	1	1
Utility Engineer <sup>2</sup>	132	3	3	1	3
Utility Engineer Associate <sup>2</sup>	128	0	0	2	0
Engineering Associate <sup>1,3</sup>	126	2	2	2	2
Engineering Lead Technician	56	2	2	2	2
Engineering Senior Technician <sup>1</sup>	54	0	0	0	0
Secretary	46	1	1	1	1
<b>Total Personnel</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

<sup>1</sup>FY2019-20 Upgrade one Engineering Senior Technician to Engineer Associate per Issue Paper

<sup>2</sup>FY2019-20 Upgrade one Utility Engineering Associate to Utility Engineer per Issue Paper

<sup>3</sup>FY2019-20 Add one Engineer Associate per Issue Paper

<b>EL PASO WATER</b> <b>WATER AND WASTEWATER UTILITY FUND</b> <b>SELECTED FINANCIAL AND STATISTICAL DATA</b> <b>10 Years</b>										
	2020	2019	2018	2017	2016	2015 Restated	2014	2013 Restated	2012 Restated	2011
<b>FINANCIAL DATA*</b>										
Total Revenue	\$291,425,543	\$262,362,718	\$245,030,722	\$228,529,505	\$200,641,758	\$185,460,346	\$183,812,260	\$179,184,287	\$178,090,062	\$168,954,309
Water System Income	132,339,151	128,204,097	119,037,788	112,919,598	101,469,106	95,619,915	94,489,112	94,590,378	94,686,408	89,315,635
Wastewater System Income	90,021,675	83,943,118	76,001,732	69,631,768	62,067,893	57,064,138	58,032,496	54,468,286	53,711,156	51,563,606
Misc. Revenue (Interest, etc.)	69,064,717	50,215,503	49,991,202	45,978,139	37,104,759	32,776,293	31,290,652	30,125,623	29,692,498	28,075,068
Paid to City in Lieu of Taxes	15,442,395	14,630,638	13,551,952	12,753,390	11,417,778	10,593,266	10,553,216	10,382,694	10,509,152	9,930,669
Net Income (Increase in Net Position)	70,952,516	46,398,716	35,449,530	34,953,963	21,794,345	17,949,618	20,256,284	12,667,540	11,729,771	5,227,358
Water Revenue per Customer	539.01	533.81	504.89	487.39	445.17	425.63	428.39	435.09	441.94	423.32
Wastewater Revenue per Customer	391.46	373.69	345.26	323.11	292.16	272.80	283.35	269.55	269.66	263.25
Number of Employees - Annual Average	870	868	852	835	832	841	845	818	819	819
Expenditures for Plant Additions	148,168,776	185,002,705	118,321,824	205,018,492	88,331,952	95,534,264	69,858,741	49,001,682	43,121,842	42,998,857
Bonded Debt	727,315,000	739,010,000	749,710,000	665,715,000	558,105,000	482,305,000	492,250,000	492,785,000	483,380,000	497,720,000
Outstanding Commercial Paper	15,000,000	15,000,000	10,000,000	22,500,000	10,000,000	10,000,000	5,000,000	8,000,000	13,000,000	19,000,000
Debt Service Coverage	2.21	2.22	2.18	2.17	2.22	2.09	2.09	2.01	1.86	1.86
<b>FINANCIAL RATIOS*</b>										
Current Ratio (Current Assets/Current Liabilities)	1.78	2.34	3.44	3.21	2.95	1.66	2.02	2.51	2.24	2.56
Acid Test Ratio (Cash & Cash Equivalents/ Current Liabilities)	0.96	1.68	2.60	2.41	1.76	0.79	1.07	1.72	1.57	1.80
Operating Ratio (O&M/Total Operating Revenue)	0.48	0.50	0.51	0.51	0.53	0.52	0.52	0.55	0.55	0.55
Net Take-Down Ratio ((Total Operating Revenue-O&M)/Gross Revenue)	0.48	0.49	0.48	0.48	0.47	0.47	0.47	0.44	0.44	0.45
Total Liabilities to Total Assets	0.48	0.50	0.51	0.50	0.47	0.45	0.43	0.44	0.44	0.45
Debt to Equity Ratio (Total Outstanding Debt/Equity)	0.70	0.78	0.83	0.79	0.69	0.63	0.63	0.67	0.68	0.73
Debt Ratio (Total Outstanding Debt/Total Assets)	0.37	0.39	0.41	0.40	0.37	0.35	0.36	0.37	0.38	0.40
Debt Service Safety Margin ((Net Operating Income-Debt Service)/Gross Revenue)	0.27	0.26	0.23	0.26	0.25	0.24	0.24	0.21	0.19	0.19
Restricted Assets/Restricted Liabilities	1.68	2.34	4.00	3.60	3.18	1.73	2.64	2.16	2.15	2.56

\*Fiscal Year March 1 thru last day of February of year shown

<b>EL PASO WATER</b> <b>WATER AND WASTEWATER UTILITY FUND</b> <b>SELECTED FINANCIAL AND STATISTICAL DATA</b> <b>10 Years</b>										
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
<b>WATER PRODUCTION AND USAGE DATA*</b>										
Water Customers Retail at End of Year	216,238	212,724	209,624	206,609	204,140	201,807	198,767	196,600	194,274	191,625
Water Customers Retail & Wholesale at End of Year	245,523	240,168	235,771	231,681	227,933	224,656	220,570	217,406	214,254	210,987
Water Pumped - Million Gallons	40,944	37,914	38,390	37,958	37,693	37,487	37,324	37,345	38,715	38,833
Water Metered - Million Gallons - Retail	31,385	30,554	30,997	30,959	31,058	30,847	31,246	31,803	33,261	34,336
Water Metered - Million Gallons - (Retail/Wholesale)	35,395	34,092	34,459	34,291	34,317	33,981	34,288	34,834	36,319	37,022
Percent of Water Billed vs Water Pumped (R/W)	86.4%	89.9%	89.8%	90.3%	91.0%	90.6%	91.9%	93.3%	93.8%	95.3%
Annual Billed Water per Customer Retail -1000 Gallons	145	144	148	150	152	153	157	162	171	179
Annual Billed Water per Customer (R/W) -1000 Gallons	144	142	146	148	151	151	155	160	170	175
Average Daily Water Demand-Million Gallons	111.4	103.7	105.1	103.9	102.9	102.6	103.1	99.8	104.3	106.2
Maximum Daily Water Demand-Million Gallons	170.6	151.8	161.3	153.6	161.1	149.8	157.4	161.1	163.2	163.5
Minimum Daily Water Demand-Million Gallons	63.3	62.9	65.5	66.3	64.5	66.2	64.0	63.3	60.6	61.2
Daily Average Consumption in Peak Week-Million Gallons	157.4	136.9	145.8	145.2	148.7	146.2	149.8	149.8	152.5	155.6
Peak day	July 17	July 4	August 7	June 23	July 13	June 24	June 4	June 26	June 26	June 29
Miles of Water Mains Installed	20.43	27.43	15.41	23.81	40.62	21.52	24.12	35.58	37.75	35.34
Miles of Water Mains Replaced or Abandoned	1.62	0.32	1.33	2.20	4.79	1.72	2.60	2.88	7.50	10.72
Miles of Water Mains in Place	2,752	2,733	2,706	2,692	2,670	2,635	2,615	2,593	2,561	2,530
Number of Fire Hydrants Installed	60	236	181	147	75	321	115	123	102	136
Number of Fire Hydrants in Place	11,449	11,389	11,153	10,972	10,825	10,750	10,429	10,314	10,191	10,089
<b>WASTEWATER SYSTEM DATA*</b>										
Wastewater Customers Retail & Wholesale at End of Year	229,966	224,633	220,129	215,508	212,445	209,178	204,810	202,068	199,181	195,875
Average Daily Flow - Million Gallons	56.66	56.47	56.80	58.79	58.16	58.18	58.67	59.10	61.76	61.53
Maximum Daily Flow - Million Gallons	69.16	68.60	69.15	83.16	74.01	67.29	77.02	91.07	67.16	68.10
Minimum Daily Flow - Million Gallons	46.17	42.33	45.38	44.33	44.67	53.40	52.27	55.85	56.57	52.30
Average Daily Flow per Customer - Gallons	246	251	258	273	274	278	286	292	310	314
Miles of Wastewater Line Installed	22.27	18.75	6.55	2.68	32.07	23.11	17.86	25.00	25.00	34.96
Miles of Wastewater Line in Place	2,358	2,336	2,317	2,311	2,308	2,276	2,253	2,235	2,210	2,185

\*Calendar Year

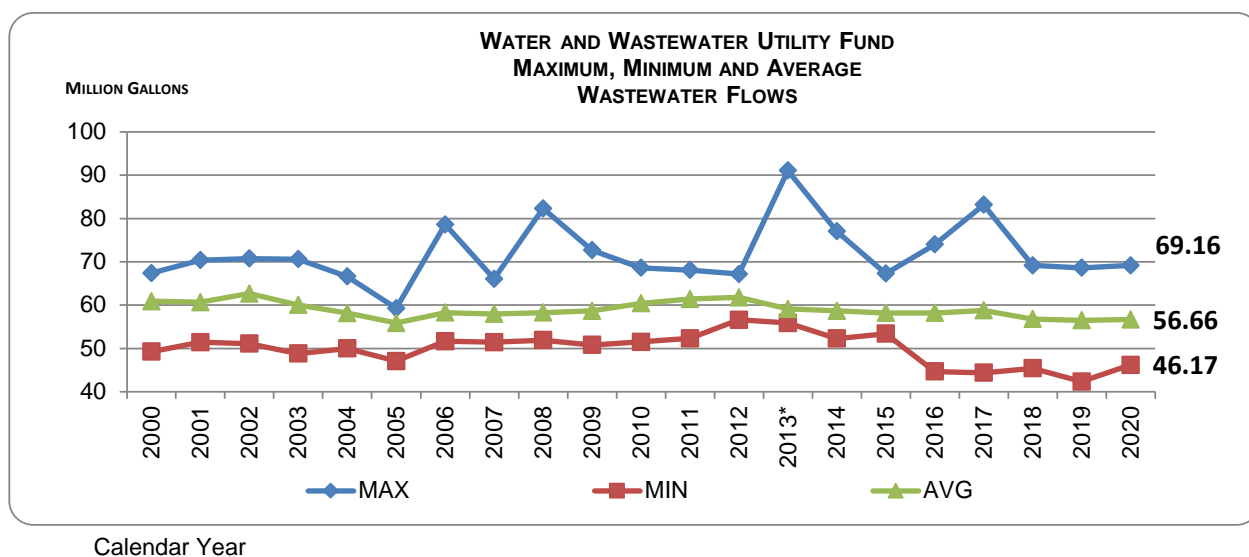
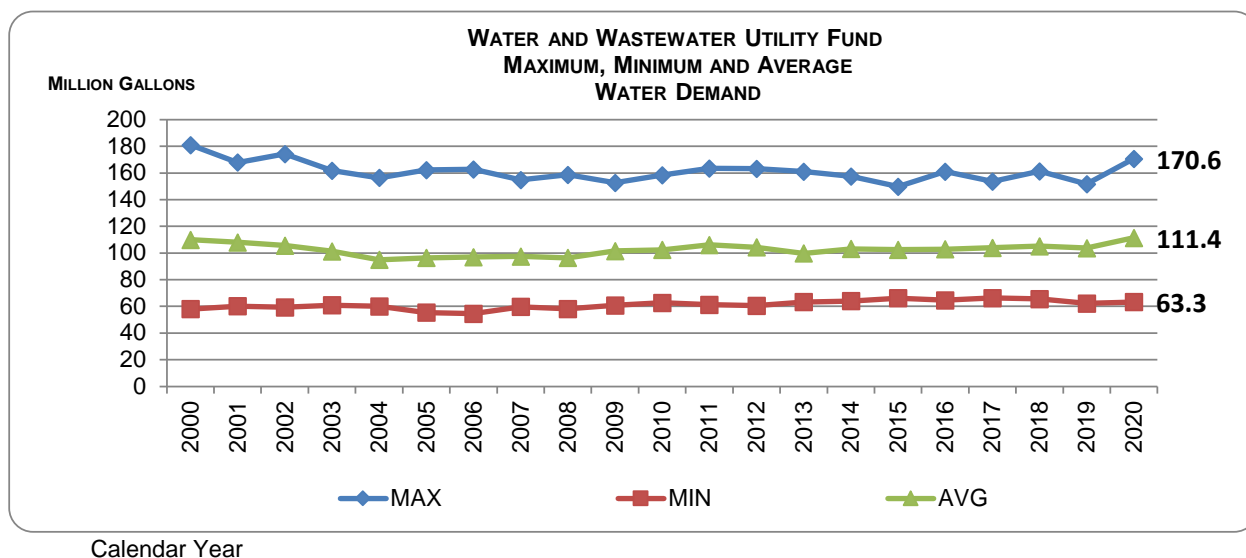
**EL PASO WATER**  
**MUNICIPAL DRAINAGE UTILITY FUND**  
**SELECTED FINANCIAL AND STATISTICAL DATA**  
**10 YEARS**

	2020	2019	2018	2017	2016	2015 Restated	2014	2013 Restated	2012 Restated	2011
<b>FINANCIAL DATA</b>										
Revenue										
Residential	\$ 9,760,506	\$ 9,661,849	\$ 9,305,692	\$ 7,865,371	\$ 6,976,350	\$ 6,308,556	\$ 6,235,938	\$ 6,147,697	\$ 6,057,512	\$ 5,975,720
Non residential	13,952,988	13,638,666	13,113,510	11,083,902	9,812,150	8,990,392	8,926,521	8,918,715	8,881,591	8,876,317
Billing fees - City Solid Waste Management	277,952	274,877	271,905	268,793	266,405	262,772	260,645	256,864	253,153	249,075
Other operating revenue	434,387	383,284	393,198	392,592	463,584	419,794	399,981	363,864	213,034	188,962
Net Income (Increase in Net Position)	10,980,178	11,715,940	11,202,492	9,180,757	7,673,602	6,747,112	5,754,429	7,093,521	6,020,906	5,359,572
Revenue per Customer	120.77	118.66	114.18	97.71	88.03	81.32	81.50	82.03	82.41	82.70
Bonded Debt	95,635,000	100,324,000	102,468,000	96,607,000	80,456,000	60,860,000	63,384,000	65,743,000	53,518,000	55,163,000
Debt Service Coverage	1.87	2.88	2.00	1.80	2.02	1.95	1.76	2.30	2.26	3.73
<b>FINANCIAL RATIOS*</b>										
Current Ratio (Current Assets/Current Liabilities)	3.93	3.46	5.55	6.13	3.46	5.46	9.96	11.64	8.00	11.43
Acid Test Ratio (Cash & Cash Equivalents/Current Liabilities)	3.37	2.87	5.08	5.22	2.28	3.51	5.62	7.81	4.88	6.42
Operating Ratio (O&M-depreciation/Total Operating Revenue)	0.32	0.27	0.28	0.34	0.36	0.38	0.44	0.40	0.42	0.44
Net Take-Down Ratio (Total Operating Income-O&M)/Gross Revenue	0.63	0.70	0.68	0.63	0.60	0.58	0.52	0.53	0.54	0.52
Total Liabilities to Total Assets	0.53	0.55	0.57	0.57	0.57	0.51	0.52	0.55	0.54	0.57
Debt to Equit Ration (Bons Payable/Equity)	0.81	0.94	1.07	1.14	1.07	0.90	1.01	1.15	1.07	1.24
Debt Ratio (Bonds payable/Total Assets)	0.38	0.43	0.46	0.49	0.47	0.44	0.48	0.52	0.50	0.53
Debt Service Safety Margin (Net Operating Income-Debt Service)/(Total Operating Revenue+Interest Earnings)	0.28	0.43	0.33	0.26	0.28	0.23	0.16	0.28	0.26	0.36
Current Restrirtced Assets/Current Restricted Liabilities	3.45	3.20	5.35	5.93	3.28	5.27	10.63	11.31	7.74	11.90
<b>OPERATIONS AND STATISTICAL DATA*</b>										
Number of Ponds	450	434	403	394	388	361	361	361	361	310
Acres of Ponds Inventoried	1,855	1,805	1,019	958	904	904	904	904	1,020	904
Acres of Ponds Cleaned	447	104	258	243	377	425	82	917	461	650
Number of Dams/Basins	41	41	38	38	38	37	37	37	37	32
Acres of Dams/Basins Inventoried	2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,417	2,430
Acres of Dams/Basins Cleaned	410	29	177	239	351	660	57	463	263	1,200
Miles of Channels Inventoried	71	74	74	74	74	74	74	74	72	74
Miles of Channels Cleaned	18	9	25	25	20	6	10	27	44	30
Miles of Agricultural Drains Inventoried	9	9	9	43	39	43	43	43	39	43
Miles of Agricultural Drains Cleaned	18	6	4	15	21	17	6	39	17	15
Miles of Drainage Conduits Inventoried	329	315	288	281	280	280	280	146	280	146
Miles of Drainage Conduits Cleaned	2	2	6	3	0	0	2	12	2	15
Drainage Inlets Inventoried	7,347	7,046	6,526	6,353	6,353	6,353	6,346	6,094	6,359	6,094
Drainage Inlets Cleaned	225	77	494	616	465	2	46	373	116	500

\*Fiscal year March 1 thru last day of February of year shown

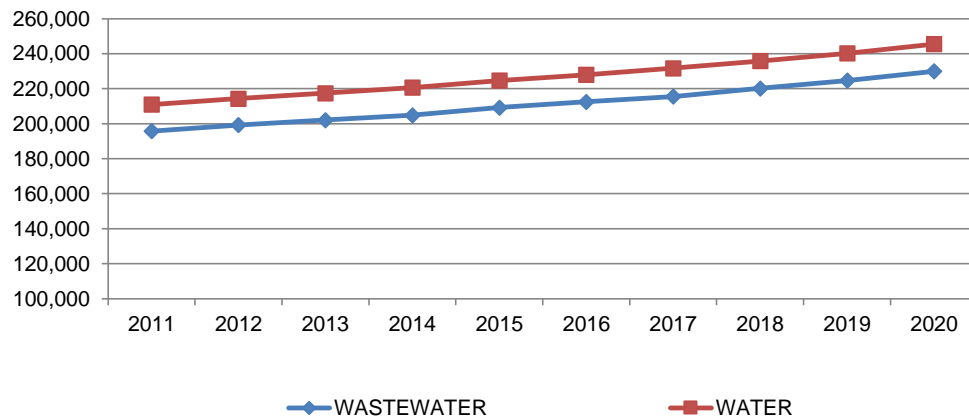


## PUBLIC SERVICE BOARD - EL PASO WATER



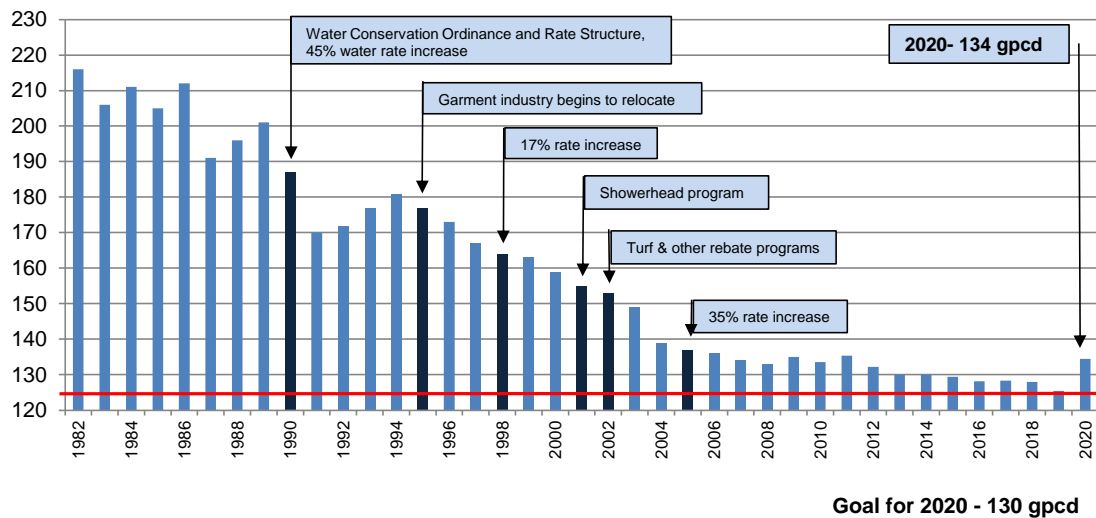
\*Heavy rains on September 12, 2013 infiltrated the sewer mains causing the spike in sewer flows

### WATER AND WASTEWATER UTILITY FUND CUSTOMER GROWTH 2011 THRU 2020\*



\*Calendar Year

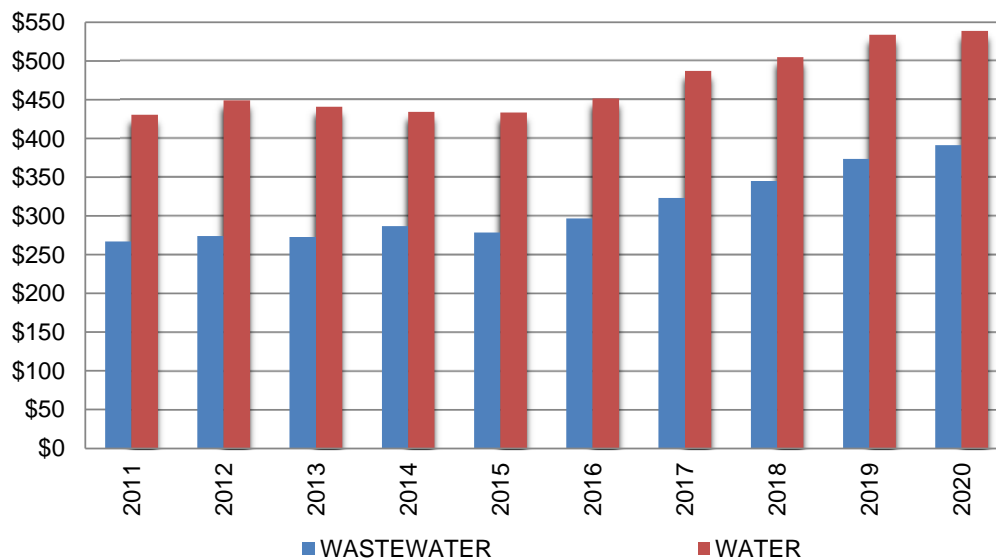
### WATER AND WASTEWATER UTILITY FUND PER CAPITA WATER CONSUMPTION



\*Calendar Year

## PUBLIC SERVICE BOARD - EL PASO WATER

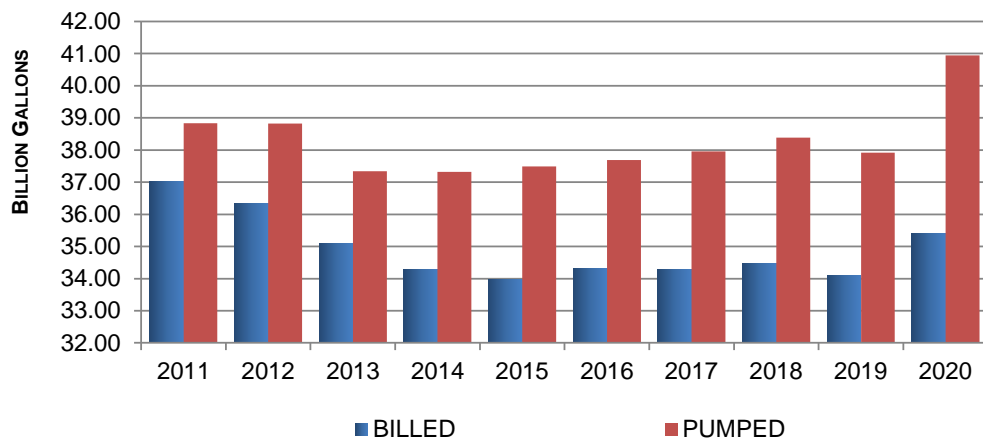
**WATER AND WASTEWATER UTILITY FUND  
AVERAGE ANNUAL WATER AND WASTEWATER  
REVENUE PER CUSTOMER  
2011 THRU 2020\***



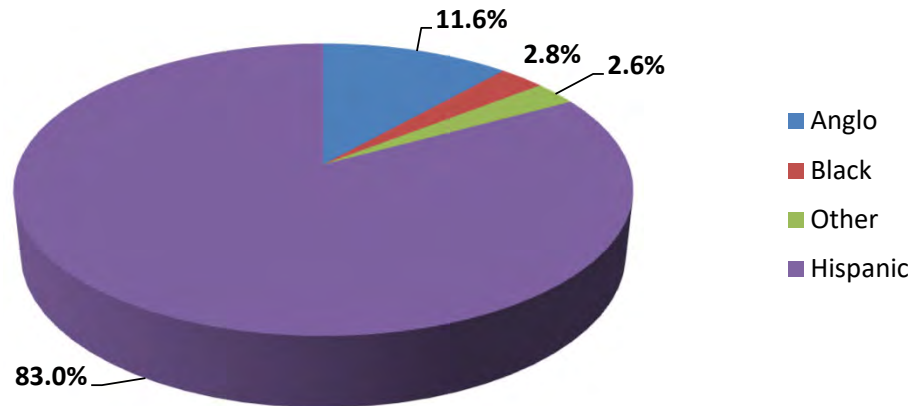
\* Fiscal year March 1 thru last day of February of year shown

Note: retail & wholesale customers are included

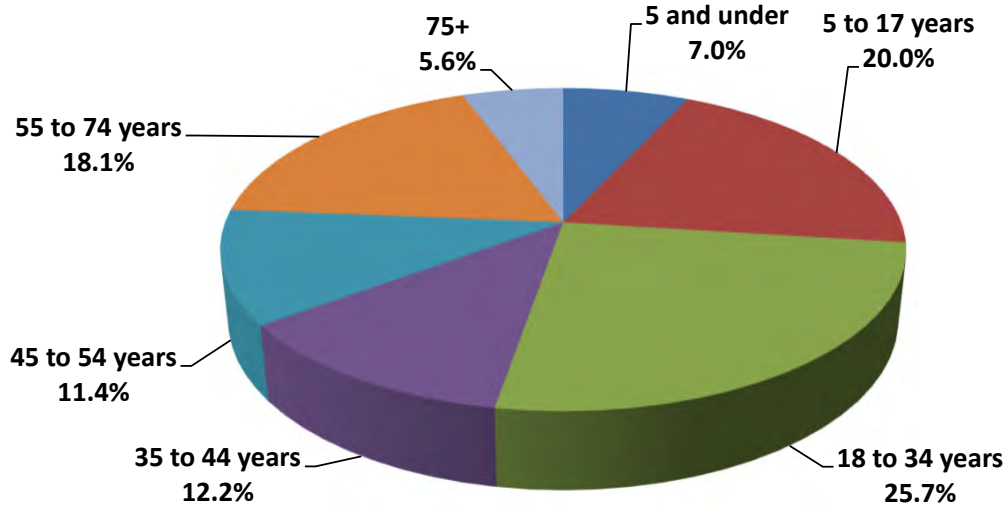
**WATER AND WASTEWATER UTILITY FUND  
WATER PUMPED VS. WATER BILLED  
2011 THRU 2020\***



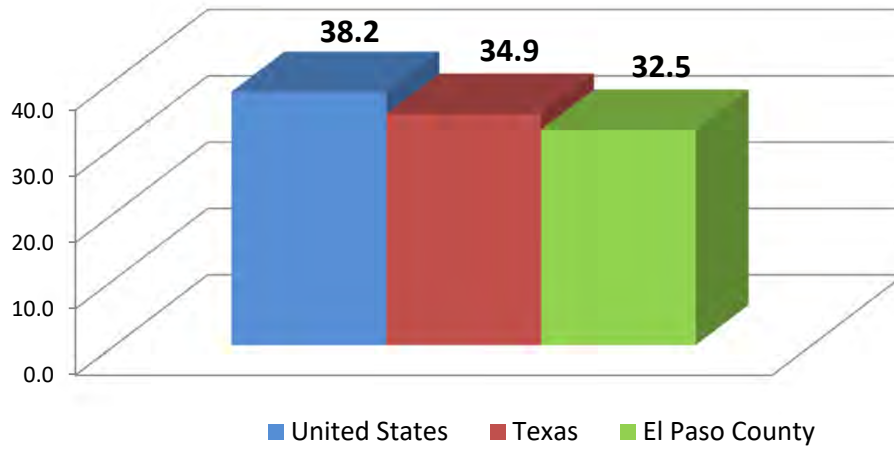
\* Calendar Year

**EL PASO COUNTY POPULATION BY RACE AND ETHNICITY**

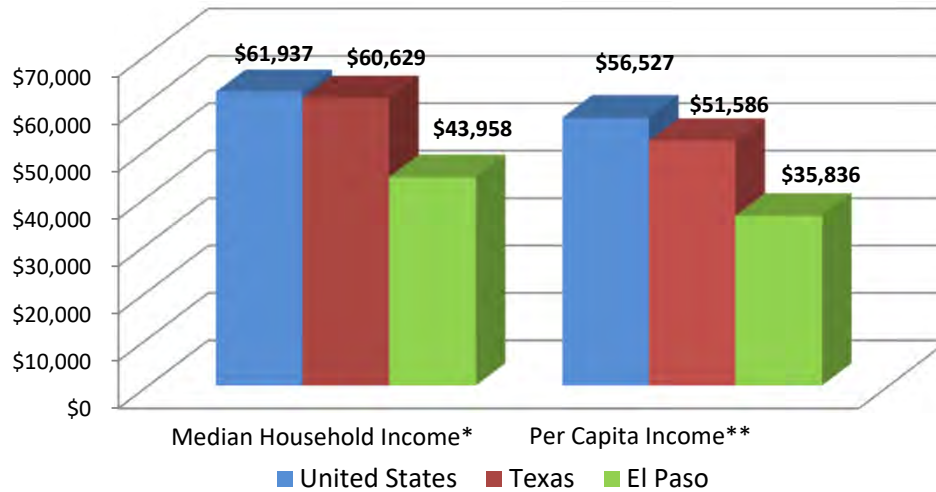
Source: U.S. Census Bureau, 2019 American Community Survey

**EL PASO COUNTY POPULATION BY AGE GROUP**

Source: U.S. Census Bureau, 2019 American Community Survey

**NATIONAL, STATE AND EL PASO MEDIAN AGE**

Source: U.S. Census Bureau, 2019 American Community Survey

**NATIONAL, STATE AND EL PASO MEDIAN INCOME LEVELS**

\*Source: U.S. Census Bureau, 2019 American Community Survey

\*\*Source: Bureau of Economic Analysis, Table: CAINC30, 2019

## PUBLIC SERVICE BOARD - EL PASO WATER

## WATER AND WASTEWATER UTILITY FUND

2013 thru 2022\*

## Monthly Minimum Charge

Meter Size	WATER RATES									
	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
¾	7.98	7.82	7.45	7.16	6.63	6.20	5.59	5.18	5.18	4.93
1	12.44	12.20	11.62	11.17	10.34	9.66	8.70	8.06	8.06	7.68
1½	21.34	20.92	19.92	19.15	17.73	16.57	14.93	13.82	13.82	13.16
2	25.67	25.17	23.97	23.05	21.34	19.94	17.96	16.63	16.63	15.84
3	51.26	50.25	47.86	46.02	42.61	39.82	35.87	33.21	33.21	31.63
4	76.51	75.01	71.44	68.69	63.60	59.44	53.55	49.58	49.58	47.22
6	116.00	113.73	108.31	104.14	96.43	90.12	81.19	75.18	75.18	71.60
8	198.71	194.81	185.53	178.39	165.18	154.37	139.07	128.77	128.77	122.64
10	382.09	374.60	356.76	343.04	317.63	296.85				

## Volume Charges

## Residential Customers

Block 1 - Over 4ccfs - 150% of AWC**	2.40	2.35	2.24	2.15	1.99	1.86	1.68	1.56	1.56	1.49
Block 2 - 150% - 250% of AWC	5.69	5.58	5.31	5.11	4.73	4.42	3.98	3.68	3.68	3.50
Block 3 - over 250% of AWC	8.13	7.97	7.59	7.30	6.76	6.32	5.69	5.27	5.27	5.02

## Non Residential Customers

Block 1 - 150% of AWC**	2.40	2.35	2.24	2.15	1.99	1.86	1.68	1.56	1.56	1.49
Block 2 - 150% - 300% of AWC	5.69	5.58	5.31	5.11	4.73	4.42	3.98	3.68	3.68	3.50
Block 3 - over 300% of AWC	8.13	7.97	7.59	7.30	6.76	6.32	5.69	5.27	5.27	5.02

## Rate Increase (By Design)

2%	5%	4%	8%	7%	11%	8%	0%	5%	3%
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## Water Supply Replacement Charge

Meter Size	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
¾	11.82	11.59	11.04	10.62	9.83	8.81	7.94	6.39	6.39	6.09
1	29.58	29.00	27.62	26.56	24.59	19.15	17.25	15.97	15.97	15.21
1½	59.15	57.99	55.23	53.11	49.18	38.30	34.50	31.94	31.94	30.42
2	94.64	92.78	88.36	84.96	78.67	61.27	55.20	51.10	51.10	48.67
3	189.19	185.48	176.65	169.86	157.28	122.49	110.35	102.18	102.18	97.31
4	295.65	289.85	276.05	265.43	245.77	191.41	172.44	159.67	159.67	152.07
6	591.30	579.71	552.10	530.87	491.55	382.83	344.89	319.34	319.34	304.13
8	1,099.79	1,078.23	1,026.89	987.39	914.25	712.03	641.47	593.95	593.95	565.67
10	2,093.74	2,052.69	1,954.94	1,879.75	1,740.51	1,355.54				

\* Fiscal year March 1 thru last day of February of year shown

\*\* If the monthly water consumption is less than 4 Ccfs the monthly charge for Water Supply Replacement Charge will not be charged

Note: Proposed rates for FY2021-2022

**PUBLIC SERVICE BOARD - EL PASO WATER**  
**WATER AND WASTEWATER UTILITY FUND**  
2013 thru 2022\*

**Monthly Minimum Charge by**

<u>Meter Size</u>	<b>WASTEWATER RATES</b>									
	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>
Less than 1	17.51	17.17	16.35	15.14	14.02	13.10	11.80	10.93	10.93	10.41
1	40.29	39.50	37.62	34.83	32.25	30.14	27.15	25.14	25.14	23.94
1½	85.74	84.06	80.06	74.13	68.64	64.15	57.79	53.51	53.51	50.96
2	107.89	105.77	100.73	93.27	86.36	80.71	72.71	64.32	64.32	64.11
3	238.48	233.80	222.67	206.18	190.91	178.42	160.74	148.83	148.83	141.74
4	367.31	360.11	342.96	317.56	294.04	274.80	247.57	229.23	229.23	218.31
6	568.91	557.75	531.19	491.84	455.41	425.62	383.44	355.04	355.04	338.13
8	991.34	971.90	925.62	857.06	793.57	741.65	668.15	618.66	618.66	589.20
10	1,913.78	1,876.25	1,786.90	1,654.54	1,531.98	1,431.76				

**Volume Charges**

**Residential Customers**

Over 4 ccfs - 90% of

Average Winter Consumption

2.20	2.16	2.06	1.91	1.77	1.65	1.49	1.38	1.38	1.31
2.20	2.16	2.06	1.91	1.77	1.65	1.49	1.38	1.38	1.31
2%	5%	8%	8%	7%	11%	8%	0%	5%	3%

**Non Residential Customers**

90% of Average Winter Consumption

**Rate Increase (By Design)**

\* Fiscal year March 1 thru last day of February of year shown

Note: Proposed rates for FY2021-2022

**PUBLIC SERVICE BOARD - EL PASO WATER UTILITIES****DRAINAGE UTILITY**

2013 thru 2022\*

**Residential: Impervious Area****Small:** 0-1,200 sq. ft.**Typical:** 1,201-3,000 sq.ft.**Large:** 3,001+ sq.ft.

MONTHLY CHARGE									
2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
2.26	2.13	2.13	2.13	2.09	1.79	1.61	1.49	1.49	1.49
4.51	4.25	4.25	4.25	4.17	3.56	3.21	2.97	2.97	2.97
9.02	8.51	8.51	8.51	8.34	7.13	6.42	5.94	5.94	5.94

**Non-Residential:** Each 2,000 sq.ft. of  
impervious area

4.60	4.34	4.34	4.34	4.25	3.63	3.27	3.03	3.03	3.03
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**Rate Increase (By Design)**

6%	0%	0%	2%	17%	11%	8%	0%	0%	0%
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\* Fiscal year March 1 thru last day of February of year shown

Note: Proposed monthly charge for FY2021-2022



## KEY TERMS

### APPENDIX

**ACCOUNTING PERIOD** - period at the end of which, and for which, financial statements are prepared.

**ACCRUAL** - basis of accounting in which revenue is recognized in the accounting period in which it becomes available and measurable and expenditures are recognized in the accounting period in which the liability (a claim against an asset) is incurred.

**APPROPRIATION** - authorization approved by a legislative or other oversight body to incur liabilities for purposes specified in the appropriation act or other enabling legislation.

**ASSET** - an item of monetary value, tangible or intangible, such as cash, property, equipment, and property rights, owned by a person or entity.

**BOLSON** - an underground natural reservoir of water, a.k.a. an aquifer. For the EPWater service area, the Hueco Bolson is the groundwater source of supply for east El Paso. The Mesilla Bolson is the groundwater source of supply for west El Paso. "Bolson" is the Spanish word for "pocket."

**BOND** - a written promise to repay an agreed-upon amount of principal and interest on the principal over a predetermined period of time. EPWater generally issues bonds collateralized by and repaid from operating revenues.

**BOOSTER PUMP STATION** - a pumping facility, generally for a water line, which is usually used to boost the pressure in that line, known as a force main.

**BRACKISH GROUNDWATER** – water that is high in TDS.

**BUDGET** - a financial plan for the appropriation of estimated revenues and planned expenditures for a given period of time and the associated financial implications associated with it.

**CAPITAL IMPROVEMENT PROGRAM (CIP)** - plan to improve existing assets or add new ones over the course of time. Financed separately from operations and maintenance budget.

**COLLECTION SYSTEM** - the aggregate of all assets that gather raw wastewater and return it to a treatment plant.

**COMMERCIAL PAPER** - short term financial instrument used specifically for capital projects. Allows for very favorable interest rates and matures from one to 270 days from sale.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)** - governmental unit's yearly report prepared and published as a matter of public record, to include general purpose financial statements, schedules, tables, and notes as required by GASB.

**CREDIT RATING** - the credit-worthiness of an entity as determined by professional independent rating agencies. The Utility is rated by Standard & Poor's, and Fitch Investors.

**DEBT SERVICE** - expenditures for the repayment of principal and interest on the principal on bonds and other instruments of borrowing.

**DESALINATION** - the removal of sufficient salts from water so as to make it potable.

**DISTRIBUTION SYSTEM** - the aggregate of all assets that allows treated water to be made available to customers.

**DIVISION** - an organizational component which reports to Management. EPWater uses division as the GASB equivalent of a program.

**ENCUMBRANCE** - the recording of an obligation, in the form of a purchase order, contract, or other commitment, to be charged against an appropriation, and for which part of that appropriation is reserved to honor the obligation, and ceases to be an encumbrance when the obligation is paid or otherwise extinguished.

**ENTERPRISE FUND** - used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the governing body is that the costs (including depreciation) of providing goods and services to the general public on a continuing basis be financed by or recovered primarily through user charges.

**EXPENDITURE** - the outlay of cash from the Utility's assets to honor an obligation for a good, service, or debt.

## KEY TERMS

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**FISCAL YEAR** - the twelve month period beginning March 1 and ending the last day of February of the following calendar year.

**FIVE-YEAR PLAN** - a financial planning document to allow the President and CEO and the PSB to plan levels of expenditures and determine rate and fee schedules to generate necessary revenues. The Five-Year Plan begins with the proposed budget year and is updated annually.

**FULL FAITH AND CREDIT** - a pledge of the general rate-setting entity for the payment of debt obligations.

**GOAL** - long-term, attainable target for an organization, or a vision of the future.

**GRANT** - the contribution of one governmental unit to another, in the form of assistance and/or direct financial contribution, and may or may not have restricted uses to attain its goals.

**GROUND WATER** - water from below ground, such as from a bolson.

**IMPERVIOUS AREA** – area that cannot be penetrated by rain and as a result causes rain runoff.

**INCOME** - enterprise fund's excess of revenues earned over expenses incurred for the enterprise's operations.

**LIABILITY** - an amount owed, either currently or some time into the future, by a person or entity.

**LIFT STATION** - a pumping facility generally for a sewer line, which is usually used to lift the raw wastewater to a higher elevation so that gravity can take it further down the line, known as a gravity main.

**MANAGEMENT** - the President and CEO, the President's staff (including the Vice President of Operations & Technical Services, Vice President of Strategic, Financial & Management Services, Chief Communication & Government Affairs Officer, General Counsel, Assistant General Counsel, Water Resources Manager, Utility, Land & Water Rights Manager, Human Resources Manager, Information Systems Manager, Consumer Affairs Manager and Executive Secretary).

**MAQUILADORA** - an industrial / manufacturing factory that operates a plant on both sides of the U.S.-Mexico border.

**OBJECT** - classification of expenditure describing for what type of good or service the expenditure was made.

**OBJECTIVE** - specific, measurable, and observable result of an organization's activities which advances it towards its goal(s).

**PERFORMANCE MEASURE** - metric by which the Utility's organizational units can evaluate service efforts and accomplishments of established goals, with emphasis on quantifiable concepts.

**POLICY** - a plan, course of action, or guiding principle designed to set parameters for its decisions and actions.

**RECLAIMED WATER** - wastewater which undergoes advanced secondary or tertiary treatment processes. Non-potable, but usable for very large user consumption for irrigation or some industrial purposes. A.K.A. "gray water" or reuse water.

**RESERVOIR** - a structure for physically storing water.

**RETAINED EARNINGS** - the accumulated earnings of an enterprise fund or proprietary entity that have been retained in the fund and are not otherwise reserved for a specific purpose.

**SECTION** - an organizational subcomponent which reports to a Division. EPWater uses section as the GASB equivalent of an **organizational unit**.

**STORMWATER** – water on the surface that originated from precipitation.

**STRATEGIC PLAN** - approved by the PSB in 1997-98, it identifies internal and external factors having an impact on the future of EPWater, determines likely effects, and devises a proactive plan to address each factor on a priority basis over short, medium, and long-term planning horizons.

**SURFACE WATER** - water from above ground, such as from the Río Grande.

## KEY TERMS

### APPENDIX

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**SYSTEM** - the total of all assets the Utility uses for distribution, collection, treatment, and provision of services.

**TOTAL QUALITY MANAGEMENT (TQM)** - approach in which an organization seeks to continuously improve its ability to meet or exceed customer (external and internal) demands.

**USER CHARGE** - revenue generated by a payment for a good or service from the consumer of the good or service, as opposed to revenue generated by a tax or some other method.

**VOUCHER** - a written document that evidences the propriety of transactions and usually indicates the accounts in which they are to be recorded.

**WELL** - a pumping structure for collecting ground water.

**XERISCAPE** – the principles of this landscape technique are planning and design, soil, turf, plants, irrigation, mulches and maintenance.

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## ACRONYMS

### APPENDIX

**AFY** - acre feet per year. An acre-foot covers 1 acre of land 1 foot deep, and is equivalent to 325,850 gallons of water.

**ARRA** – American Recovery & Reinvestment Act

**AWC** - average winter consumption. Average of billed water for the previous December, January, and February for a given customer account and the metric against which consumption is measured for all other months.

**AWWA** - American Water Works Association

**BAB** - Build America Bond

**BECC** - Border Environmental Cooperation Commission

**BOD** - Biochemical Oxygen Demand

**CAA** - Clean Air Act of 1955, 42 USCA 7401 as amended

**CCF** - hundred cubic feet (1 CCF of water = 748 gallons) Unit of measurement of customer water consumption

**CHIWAWA** - Consortium for Hi-Technology Investigations in Water and Wastewater

**CIS** - customer information system

**COLA** - cost of living adjustment

**CPA** - certified public accountant

**EPA** - Environmental Protection Agency

**EPCWID #1** - El Paso County Water Improvement District, or the “Irrigation District,” with which the Utility has an agreement to receive an allotted amount of surface water each year

**EPWU** - El Paso Water Utilities (“the Utility”)

**FTE** - full time equivalent. A part-time position converted to the equivalent of a full-time position based on a budgeted 2080 hours per year

**GAAP** - Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for disclosing, recording and reporting financial transactions and entries

**GAC** - granular activated carbon, key filtration chemical in water treatment

**GASB** - Governmental Accounting Standards Board. Independent accounting standards-setting board for public sector and not-for-profit entities

**GFOA** - Government Finance Officers Association

**GIS** - geographic information system. The use of topographical information, orthophotographic imaging, and digital renderings of land and property for planning and data management

**GPCD** - gallons per capita per day

**HUB** - historically under-utilized business (see also **MBE/WBE**)

**IBWC** - International Boundary and Water Commission

**JMAS** - Junta Municipal de Aguas y Saneamiento (the Juarez, Mexico Water Utility)

**LF** - linear feet

**LIMS** - laboratory information management system

**LVWD** - Lower Valley Water District

**MBE/WBE** - minority or woman-owned business enterprise. EPWater actively encourages historically underutilized or M/WBE’s to participate in all bidding processes offered and awarded by the PSB

**MCL** - maximum contaminant level

**MGD** - million gallons per day. Unit of measurement for treatment plants

**MUD** - municipal utility district

**NACWA** - National Association of Clean Water Agencies

**NADBank** - North American Development Bank. Created as a multilateral assistance-providing entity for border areas affected by NAFTA

**NAFTA** - North American Free Trade Agreement

**P.E.** - “professional engineer” certification

## ACRONYMS

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**PSB** - Public Service Board. Citizen's group which oversees El Paso Water, composed of six U.S. citizens residing in El Paso County and the Mayor of the City of El Paso. All members with the exception of the Mayor receive a nominal fee for attendance of regularly scheduled meetings

**SCADA** - Supervisory Control and Data Acquisition system. Allows remote and instantaneous monitoring of distribution and collection systems

**SDWA** - Safe Drinking Water Act of 1974, PL 93-523, as amended

**SIU** - significant industrial user, as defined by EPA

**SRF** - State Revolving Fund. Low cost loans offered by states in conjunction with the EPA

**TBLL** - technically based local limit

**TDS** - total dissolved solids. Unit of measurement of water quality

**TIP** -Transportation Improvement Program of the State of Texas

**TCEQ** - Texas Commission of Environmental Quality

**TSS** - Total Suspended Solids

**TTHM** - Total Trihalomethanes

**TWDB** - Texas Water Development Board

**TXDOT** - Texas Department of Transportation

**USGS** - United States Geological Survey

**WRP** - water reclamation plant

**WSRC** - water supply replacement charge. Adopted to allow the financing of the cost of attaining future water supplies in lieu of impact fees

**WTP** - water treatment plant

**WWTP** - wastewater treatment plant

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## GUIDE TO OPERATING BUDGET ACCOUNTS

### APPENDIX

#### PERSONNEL SERVICES

**7010 Capital Salaries and Wages** - Regular and overtime wages incurred by the section on work performed for capital projects, maintenance & operations jobs, and work performed for other sections.

**7020 Operations & Maintenance Salaries and Wages** - Regular and overtime wages incurred by section in performing normal duties. Regular wages are for full-time equivalent budgeted positions, based on a 40 hour work week plus an additional load to cover included benefits. Only scheduled standby and holiday overtime is budgeted.

**7400 Meeting Fees** - Public Service Board members receive \$20 per meeting for their attendance.

**7750 Worker's Compensation** - Actual cost to the Utility for medical, administrative and other costs incurred for work related employee injuries.

#### MATERIAL & SUPPLIES

**7070 – Public Service Board Grants** – all expenditures associated with the

**7080 Water Purchased for Resale** - Expenditures for wholesale water purchases.

**7240 Laboratory Supplies & Testing** - All expenditures associated with lab and mini-lab operations, except for wages and equipment purchases over \$25,000.

**7310 Water Supply for Desalination** - All expenditures associated with the water supply for the Desalination Plant.

**7390 Water Supply by EWM** – All expenditures associated with purchase from the Utility for the returned potable water produced by Enviro Water Mineral Company (EWM).

**7500 Chemicals** - Expenditures for chemicals required for the section's treatment processes and operations.

**7550 Public Affairs Expense** - expenses associated with public education campaigns, special events, and interaction with the public, including the media.

**7560 Office Supplies & Printing** - Expenditures for all office supplies, outsourced printing, and new equipment and furniture purchases under \$25,000.

**7620 Small Tools & Equipment** - Expenditures for items under \$25,000 required for the section's operations, to include but not limited to power tools, brooms, mops, ladders, lawn mowers, wrench sets, flash lights, pliers, channel locks, tape measures, levels, trowel, chisels, hacksaws, picks, buckets, equipment blades, tool boxes, etc.

**7740 Rental of equipment** - Expenditures for the rental or lease of equipment.

#### MAINTENANCE

**7090 Water Rights Land Expense** - Operating expenditures associated with the use of water rights land and conveyance canals.

**7280 Manhole Expense** - Expenditures incurred maintaining manholes, including capital salaries and vehicles and equipment use.

**7330 Emergency Response** – Operating expenditures associated with emergency response to stormwater management, including contracted or internal labor, materials, and equipment.

**7340 Maintenance of Basins, Ponds, Dams** – Operating expenditures associated with maintenance of basins, ponds and dams for stormwater management, including contracted or internal labor, materials, and equipment.

**7350 Maintenance of Channels, Ditches, Conduits** – Operating expenditures associated with maintenance of channels, ditches, and conduits for stormwater management, including contracted or internal labor, materials, and equipment.

**7360 Maintenance of Pump Stations** – Operating expenditures associated with maintenance of pump stations for stormwater management, including contracted or internal labor, materials, and equipment.

**7380 Landscaping** - Expenditures associated with maintaining the grounds at EPWater facilities.

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**7660 Building Supplies and Services** - Expenditures for all building maintenance related costs at all EPWater facilities. This includes any expenses on any asset inside the main building, such as janitorial services, elevator maintenance agreements, door locks, pest control, roof or air conditioning repairs, and security cameras. Also included are any expenses for cleaning materials, bathroom and kitchen supplies. Expenses to operations facilities other than the central building, such as lift stations, wells, etc. will be charged to one of the other appropriate maintenance accounts.

**7680 Communication Equipment** - Cost of using and maintaining all portable communication equipment, including cellular phones, pagers, and two way radios, and the purchase of new items under \$25,000.

**7850 Maintenance of Equipment** - Expenditures related to operation and maintenance of equipment necessary for operations. Includes all fossil fuels other than natural gas intended for use in generators, engines, or other equipment, and repairs, maintenance agreements, modifications, replacements, and the labor to do so. Replacement or upgrade of equipment may be considered a capital improvement if costs are significant.

**7860 Maintenance of Services** - Expenditures incurred from maintaining customer service connections, including labor, materials, and equipment.

**7870 Maintenance of Fire Hydrants** - Expenditures incurred from maintaining fire hydrants, including labor, materials and equipment.

**7880 Maintenance of Mains** - Expenditures incurred from the maintenance of water or sewer mains, including labor, materials, and equipment.

**7900 Maintenance of Meters** - Expenditures to maintain and repair installed meters.

**7910 Maintenance of Office Furniture & Equipment** - Expenditures for all maintenance of office equipment and furniture, including service agreements, repairs and modifications. Purchase of new equipment should be charged to account 7560.

**7930 Maintenance of Structures & Improvements** - Expenditures for maintaining all structures other than the main facilities; including assets on facility grounds but not part of the main building (ex. a fence), and other developed P.S.B. properties.

**7940 Maintenance of Data Processing Equipment** - Expenditures associated with all information systems hardware not included as "office equipment".

**7950 Maintenance of Cathodic Protection** - Expenditures incurred by maintaining all cathodically protected distribution system assets.

### UTILITIES

**7040 Fuel Expense** - Expenditures for all fossil fuels other than natural gas intended for use in generators, engines, or other equipment.

**7060 Electricity Expense** - Expenditures for electricity used in normal operations.

**7710 Natural Gas Expense** - Expenditures for natural gas used in normal operations.

**7760 Utilities** - Expenditures for all other utilities in normal operations, such as sanitation, land-line telephone service (local and long distance), system consumption of water and sewer services, and stormwater.

### MISCELLANEOUS

**7050 Audit Services** - Expenditures related to annual external audit and any other management requested audits.

**7070 Public Service Board Grants** - Grants awarded by P.S.B. agencies and individuals, usually for conservation related projects.

**7100 Rent** - These expenditures are solely incurred by sections in the Administrative Office building in order to pay for the Building Maintenance section's operating expenditures.

**7110 Water Conservation Expense** - Expenditures incurred by all conservation-related operations, such as programs, media buys, water conservation marketing items, educational materials and event appearances.

## GUIDE TO OPERATING BUDGET ACCOUNTS

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**7120 Transportation** - Expenditures incurred by sections with vehicles in order to pay for operations (fuel) and maintenance and repair of those vehicles.

**7130 Cash Management** - Expenditures related to all bank service charges and account management fees.

**7160 Permit Fee to State** - Expenditures made to State of Texas to obtain permits to operate treatment facilities.

**7260 Expense of Supervisor & Employee** - Expenditures for staff travel and training, education, individual membership fees, business cards, subscriptions, tuition reimbursements and professional certifications.

**7270 Law Library** - Expenditures by Legal Services for all legal related material needed to update the law library.

**7320 Lease of Land** - Expenditures related to the lease of land.

**7370 Disposal Fees** - Expenditures related to disposal of accumulated trash and waste while maintaining basins, ponds, dams, channels, ditches and conduits.

**7420 Postage** - Expenditures associated with mail, also including envelopes, mass mailing services, and rapid delivery services.

**7510 Bid Advertisement Expense** - Expenditures related to advertisement of construction and goods and services of bids in any newspaper, periodical, journal, magazine or publication.

**7530 Sludge Disposal/Monofill Management** - All costs incurred for transportation of sludge from water and wastewater treatment facilities to the sludge monofill.

**7580 Showerhead Replacement Program** – expenses associated with water conservation program to provide free low-flow showerheads to customers during FY2012-13.

**7640 Uniforms and Personal Safety Equipment** - Allowance for employee clothing and footwear. Also included are expenses for safety items required to be used in performance of employee's duties such as rubber boots, gloves, goggles, insect repellent,

sunblock, coveralls, safety vests, hard hats, sun shields, safety glasses, knee pads, bandanas, caps, ear plugs, first aid kits, back belts, latex gloves, raincoats, etc.

**7700 Insurance** - Expenditures for property, casualty, errors and omissions, and other insurance policies purchased by the Utility.

**7720 Professional Services** - Expenditures made for solicitation of consultants, lawyers, and other professional persons, utility and professional membership fees.

**7730 Special Services** - Expenditures for filling special temporary positions (co-ops, VOE's), budgeted temporary help, records management, and to honor unique agreements the Utility or P.S.B. might have with an outside entity.

**7770 Security Services and Equipment** - Expenditures related to ensuring the security of EPWater buildings and property. This includes security services and repair or purchase of security equipment under \$25,000.

**7780 Miscellaneous Expense** - Expenditures that cannot be accounted for by any other operating budget account. Materials used for maintenance of services, mains, buildings, equipment, structures, manholes and fire hydrants, such as pipe, steel tape, cement, spray paint, safety cones, wood stakes, nails, bushings, etc, should be charged to the appropriate maintenance account (i.e. 7860 Maintenance of Services, 7880 Maintenance of Mains, etc.). This account not to be used unless expense cannot be categorized anywhere else.

**7790 Software/Hardware Expense** - Expenditures related to purchase and maintenance of all computer software and hardware used by the Utility.

### PERSONNEL SERVICES

**9010 Capital Salaries and Wages** – Regular and overtime wages incurred by the section on work performed for capital projects, maintenance & operations jobs, and work performed for other sections.

**9020 Operations & Maintenance Salaries and Wages** – Regular and overtime wages incurred by section in performing normal duties. Regular wages are for full-time equivalent budgeted positions, based



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on a 40 hour work week plus and additional load to cover included benefits. Only scheduled standby and holiday overtime is budgeted.

**9750 Worker's Compensation** – Actual cost to the Utility for medical administrative and other cost incurred for work related employee injuries.

### **MATERIAL & SUPPLIES**

**9240 Auto Shop Supplies** – All expenditures associated with auto shop operations, except for wages and equipment purchases over \$25,000.

**9560 Office supplies & Printing** – Expenditures for all office supplies, outsourced printing, and new equipment and furniture purchase under \$25,000.

**9620 Small Tools & Equipment** – Expenditures for items under \$25,000 required for the section's operations, to include but not limited to power tools, brooms, mops, ladders, lawn mowers, wrench sets, flash lights, pliers, channel locks, tape measures, levels, trowel, chisels, hacksaws, picks, buckets, equipment blades, tool boxes, etc.

**9740 Rental of Equipment** – Expenditures for the rental or lease of equipment.

### **MAINTENANCE**

**9660 Building Supplies and Services** – Expenditures for all building maintenance related costs at all 900 section facilities. This includes any expenses on any asset inside those building, such as janitorial services, elevator maintenance agreements, door locks, pest control, roof or air conditioning repairs, and security cameras. Also included are any expenses for cleaning materials, bathroom and kitchen supplies.

**9840 Building Maintenance** – Expenditures for all building maintenance related costs at main office building. This includes any expenses on any asset inside the main building, such as janitorial services, elevator maintenance agreements, door locks, pest control, roof or air conditioning repairs, and security cameras. Also included are any expenses for cleaning materials, bathroom and kitchen supplies.

**9680 communication Equipment** – Cost of using a nd maintaining all portable communication equipment, including cellular phones, pagers, and

two way radios, and the purchase of new items under \$25,000.

**9850 Maintenance of Equipment** – Expenditures related to operations ad maintenance of equipment necessary for operations. Includes all fossil fuels other than natural gas intended for use in generators, engines, or other equipment, and repairs, maintenance agreements, modifications, replacements, and the labor to do so. Replacement or upgrade of equipment may be considered a capital improvement if costs are significant.

**9910 Maintenance of Office Furniture & Equipment** – Expenditures for all maintenance of office equipment and furniture, including service agreements, repairs and modifications. Purchase of new equipment should be charged to account 7560.

### **UTILITIES**

**9040 Fuel Expense** - Expenditures for all fossil fuels other than natural gas intended for use in generators, engines, or other equipment.

**9760 Utilities** - Expenditures for all other utilities in normal operations, such as sanitation, land-line telephone service (local and long distance), system consumption of water and sewer services, and stormwater.

### **MISCELLANEOUS**

**9120 Transportation** - Expenditures incurred by sections with vehicles in order to pay for operations (fuel) and maintenance and repair of those vehicles.

**9160 Permit Fee to State** - Expenditures made to State of Texas to obtain permits to operate treatment facilities.

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## GUIDE TO OPERATING BUDGET ACCOUNTS

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**9790 Software/Hardware Expense** - Expenditures related to purchase and maintenance of all computer software and hardware used by the Utility.