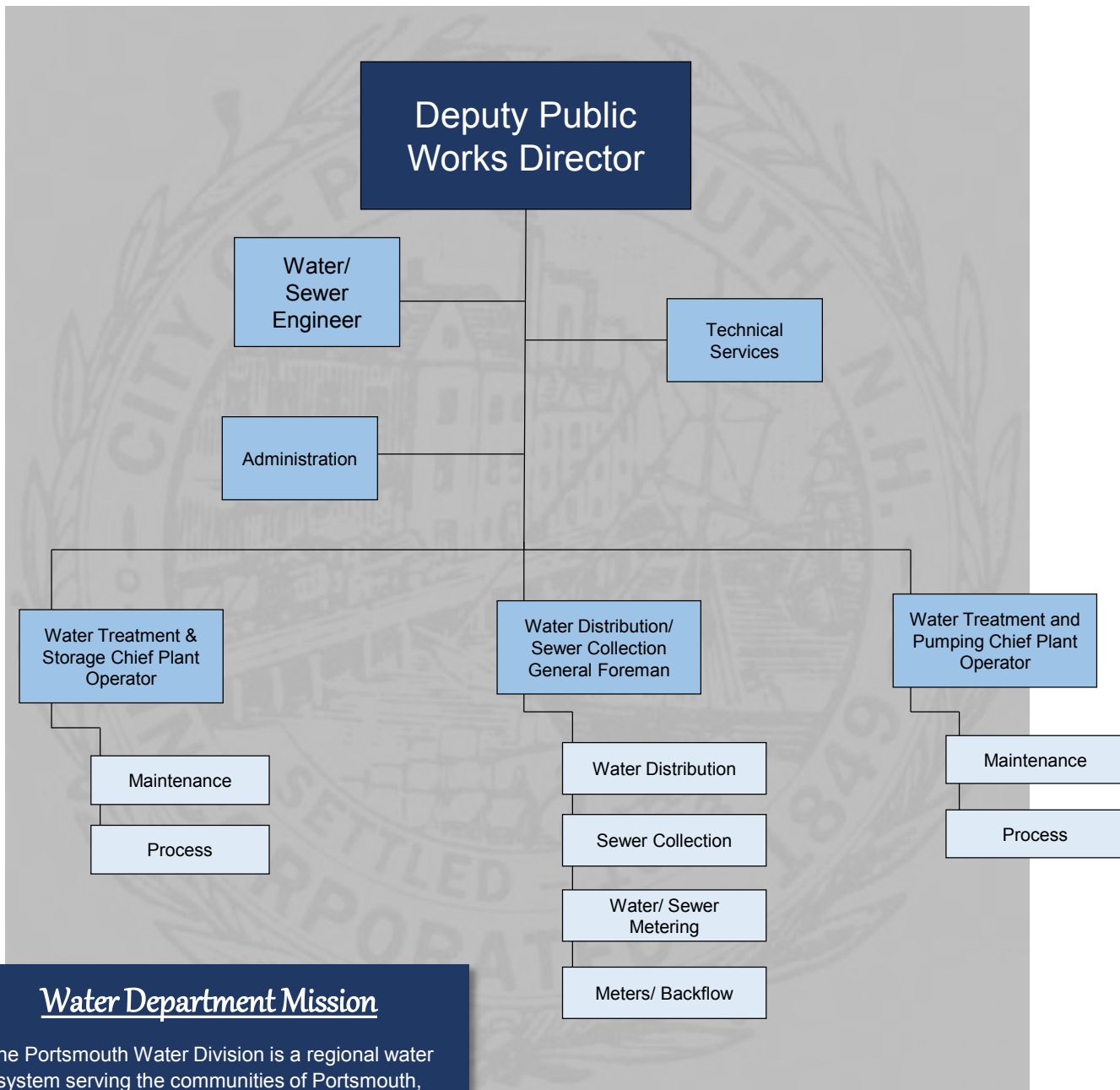


# Water and Sewer Divisions



## Water Department Mission

The Portsmouth Water Division is a regional water system serving the communities of Portsmouth, Greenland, New Castle, Newington and portions of Durham, Madbury and Rye. The Division strives to provide quality drinking water and an adequate supply of water for fire protection and other customer needs. Through professionalism, expertise and efficient work practices, the division seeks to maintain and develop a sound infrastructure using the latest available cost effective treatment technologies and methods of production, storage and distribution. The division is committed to high environmental standards, the efficient use of water resources and controls through respect for natural resources and adaptation to the built environment.

## Sewer Department Mission

The Sewer Division's mission is to provide cost-effective, reliable and high-quality wastewater collection and treatment services to its customers. We are committed to operating and maintaining our facilities economically and safely while protecting the public health and the environment.

## Position Summary Schedule

<b>Positions Full Time</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>
Deputy City Manager	.2	.2	.2
Deputy Public Works Director	1	1	1
Assistant City Manager	0	0	.4
Operations Manager	.5	.5	.5
Admin Clerk	1	1	1
Public Information Officer	.6	.6	.6
Administrative Assistant	.4	.5	.5
Dispatcher	.5	.5	.5
Water/ Sewer Billing Clerk	1	1	1
Health Inspector	.6	.6	.6
Engineer	1	1	1
Assistant City Engineer	1	1	1
GIS Coordinator	1	1	1
Water Resource Manager	1	1	1
Environmental Planner/ Sustainability Coordinator	.5	.5	.5
CAD Technician	1	1	1
General Foreman	1	1	1
Chief Plant Operator	2	2	1
Assistant Chief Plant Operator	2	3	3
Water Foreman	1	1	1
Sewer Foreman	1	1	1
SCADA Manager	1	1	1
Chemist	1	1	1
Water Quality and Resource Protection Specialist	0	1	1
Water/ Sewer Meter Billing Foreman	1	1	1
Plant Operator 2	3	2	1
Plant Operator 1	10	10	12
Equipment Operator 2	1	1	1
Equipment Operator 1	2	2	2
Utility Mechanic	8	8	8
Meter Reader	1	1	1
Truck Driver 1	2	2.6	2.6
Laborer	2	2	2
Equipment Maintenance Foreman	0	.6	.6
Lead Mechanic	0	.6	.6
Equipment Mechanic	0	1.8	1.8
Inventory Technician	0	.6	.6
<b>Total Full Time</b>	<b>50.3</b>	<b>55.6</b>	<b>56</b>
<b>Positions Part Time</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>
Secretary	0	.5	.5
Laborer, Seasonal	2	2	2
Intern, Engineer	2	2	2
<b>Total Part Time</b>	<b>4</b>	<b>4.5</b>	<b>4.5</b>



# Water Division

## Services Overview

- ✓ Water Assistance Programs
- ✓ Water Production
- ✓ Water Storage
- ✓ Water Distribution

## Department Budget Comments

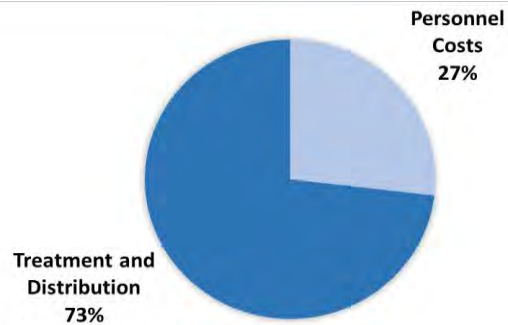
For FY17, the Water Division is proposing no change in the user rates for the sixth consecutive year. The Water Division's proposed cash requirements for FY17 budget is \$9,600,288, a net increase of \$554,081 or 6.12% over FY16.

## Budget Summary of Expenditures

	FY15	FY15	FY16	FY17
WATER DEPARTMENT	BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
SALARIES	1,201,177	1,166,894	1,394,198	1,455,144
PART-TIME SALARIES	35,280	28,536	35,280	40,588
OVERTIME	73,049	65,889	73,549	83,350
LONGEVITY	9,503	9,178	10,069	9,724
HEALTH INSURANCE	417,000	344,450	480,081	514,000
DENTAL INSURANCE	22,890	21,112	28,249	30,350
INSURANCE REIMBURSEMENT	5,410	4,660	8,305	10,100
LEAVE AT TERMINATION	30,000	146,254	30,000	30,000
WORKERS' COMPENSATION	19,927	17,320	21,417	27,858
RETIREMENT	143,295	139,603	165,064	174,063
OTHER BENEFITS	145,152	97,233	159,381	154,132
COLLECTIVE BARGAINING CONTINGENCY	28,000	28,000	24,255	34,500
<i>Contractual Obligations</i>	2,130,683	2,069,128	2,429,848	2,563,809
CHEMICALS	451,873	330,136	451,000	365,000
REPAIRS & MAINTENANCE	199,007	159,388	165,470	212,900
ELECTRICITY	393,587	341,315	390,801	332,900
NATURAL GAS	5,354	2,047	5,354	5,354
PROPANE & FUEL OIL	27,585	35,482	32,142	32,142
GASOLINE & DIESEL	71,867	44,167	71,867	42,142
ADMINISTRATIVE OVERHEAD	520,241	520,241	552,326	571,227
SLUDGE/GRIT REMOVAL	214,160	129,974	200,000	175,000
PROF CONTRACTED SERVICES	165,462	145,848	114,862	165,612
INTEREST ON DEBT	992,560	937,092	1,096,925	1,155,219
PROPERTY TAXES	118,000	102,730	118,000	118,000
DEPRECIATION	1,530,901	1,521,953	1,676,000	1,700,000
EQUIPMENT	79,750	41,217	47,750	56,750
STOCK MATERIALS	123,900	135,762	227,400	232,200
ASSISTANCE PROGRAM	50,000	1,068	25,000	10,000
OTHER OPERATING	346,372	397,784	326,527	356,906
<i>Other Operating</i>	5,290,619	4,846,203	5,501,424	5,531,352
<b>TOTAL FULL ACCRUAL BASIS</b>	<b>7,421,302</b>	<b>6,915,331</b>	<b>7,931,272</b>	<b>8,095,161</b>
<b>CASH REQUIREMENTS ADJUSTMENTS</b>				
OPEB EXPENSES	(33,320)	(33,320)	(33,320)	(22,000)
CAPITAL OUTLAY	1,339,000	1,339,000	700,000	900,000
DEPRECIATION	(1,530,901)	(1,530,901)	(1,676,000)	(1,700,000)
PRINCIPAL-BONDED DEBT	1,731,049	1,731,049	1,937,528	2,142,528
ACCRUED INTEREST ADJ	(39,367)	(39,367)	(14,773)	(14,401)
ROLLING STOCK	120,000	120,000	201,500	199,000
CASH ADJUSTMENT	1,586,461	1,586,461	1,114,935	1,505,127
<b>TOTAL CASH REQUIREMENTS</b>	<b>9,007,763</b>	<b>8,501,792</b>	<b>9,046,207</b>	<b>9,600,288</b>

The net increase in cash requirement is primarily due to an increase in contractual obligations, bonded debt, and Capital Outlay.

Personnel costs represent 27% of the total cash requirements, while the remaining 73% represent costs related to the treatment and distribution of the water supply and facilities, which includes capital outlay and repayment of debt.



The City's Water Division continues to make significant changes to the operation of the system since the construction of the water treatment facility in Madbury in 2011. This LEED Silver Certified facility was designed to ensure a more sustainable operation of the water system's surface and groundwater sources of supply. Operations staff have successfully been able to utilize their surface and groundwater sources in an integrated manner which optimizes the use of surface water when quality and quantity is adequate and groundwater during peak operating periods. All of this information, combined with monthly tracking of weather, precipitation and water demand trends is updated and reported monthly through the City's Water Supply Update (<http://cityofportsmouth.com/publicworks/index.htm>).

### Water Rate

As with the Sewer Division budget, the FY17 Water fund budget utilized the use of the updated Water and Sewer Rate Model to assist with long-term projections of water rates. Results of the models findings and policy recommendations were presented to the City Council and the public during 2013 and in early 2014. Additional work sessions and policy discussions occurred as part of the FY15 budget process. The most notable policy adopted by the City Council in FY15 was the endorsement of a Water Assistance Pilot Program for low-income and financial hardship customers of both the water and sewer systems. This program was rolled out in early 2015 and response has been positive with qualifying customers signing up and utilizing this assistance.

The City is in its fourth year of utilizing the updated Water and Sewer Rate Model. The rate model serves as a tool to allow for long-term planning. Prudent financial planning continues to result in predictable and stable rate increases to allow for funding of future capital projects without major impacts to customers. This policy would increase or utilize net position to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue. Estimated water revenues are based on projected water consumption, which can be significantly impacted by the loss of a large customer or weather conditions.

The City's water rate structure is a two tiered inclining rate, meaning, the first 10 units (a unit is 100 cubic feet of water or 748 gallons) of water consumed each month is billed using one rate, and water consumed greater than 10 units per month is billed at a higher rate. This rate structure provides an equitable method of financing of water operations. The large volume users have a greater impact on system production capacities, storage volume and pipe sizing. Therefore, a second tier at the higher rate captures the additional costs incurred to serve them.

**The FY17 user rates reflect a 0% increase from the FY16 rates.** With the capital programs and debt repayment contributing significantly to the water rates, the following breakdown identifies the portion of the user rate for both rate tiers that is specifically related to our capital needs and debt repayment. The proposed water rate for the first 10 units of water will be billed at a rate of \$4.15 of which \$2.60 per unit is directly related to the capital needs and debt repayment; consumption above 10 units will be billed at \$5.00 per unit of which \$2.60 is related to capital and debt repayment requirements as depicted in the table below on the left. The meter charge for FY17 will also remain the same as the current charge and is based on the service size as listed in the following Minimum Water Charge table.

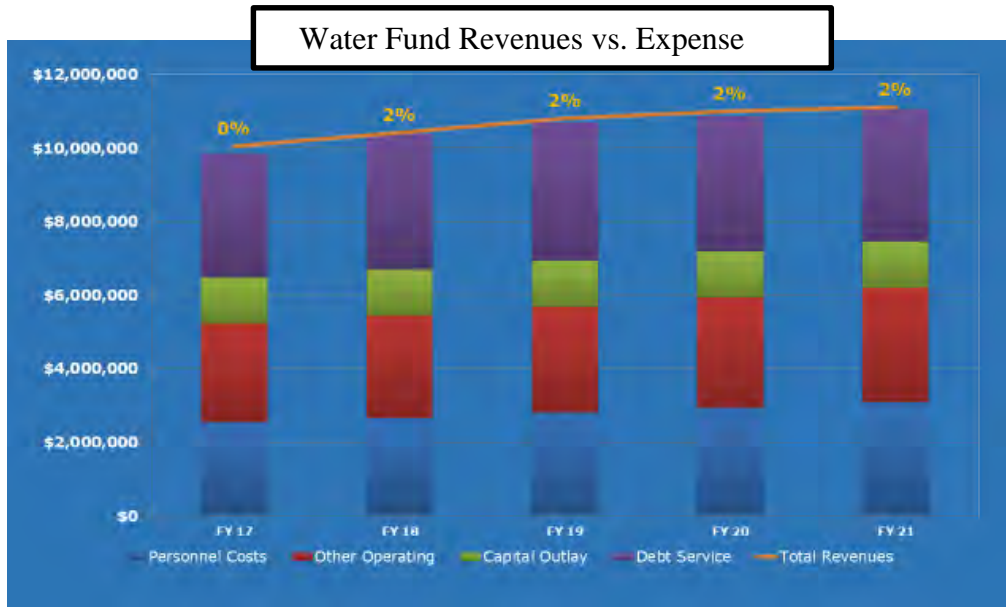
**FY17 Proposed Water Rates**

	FY17 Proposed (per unit)
First Tier Rate (10 units or less per month)	
Capital Related Rate, per unit billed	\$2.60
1st Tier water service rate	\$1.55
<b>Total First Tier Rate</b>	<b>\$4.15</b>
Second Tier Rate (over 10 units per month)	
Capital Related Rate, per unit billed	\$2.60
2nd Tier water service rate	\$2.40
<b>Total Second Tier Rate</b>	<b>\$5.00</b>
Irrigation Meter Rate (all units billed)	
Capital Related Rate, per unit billed	\$2.60
Water Service Rate	\$2.40
<b>Total Irrigation Meter Rate</b>	<b>\$5.00</b>

Water Meter Charge	
Meter Size	Monthly Rate
5/8"	\$4.95
3/4"	\$4.95
1"	\$8.27
1 1/2"	\$14.25
2"	\$22.91
3"	\$36.26
4"	\$68.74
6"	\$120.27
8"	\$168.01
10"	\$252.02

**Rate Projections**

The following graphic provides the latest analysis of projected rate increases from FY17 to FY21 as recommended by the Water and Sewer Rate model. The model includes projected operational costs in future years and also outlines anticipated debt service related to capital projects as approved annually in the City's Capital Improvement Plan.



Detailed water usage analysis was performed as part of the rate study. The study analyzed water usage for all customers based on 2012 usage. This analysis provided a detailed picture of the water use demographics throughout the water system, a system that serves not only customers in Portsmouth but also Newington, Greenland, New Castle and portions of Madbury, Durham and Rye. User categories were evaluated for commercial, industrial and residential customers. That analysis showed that an average single-family customer on the Portsmouth water system uses 5 units per month. Therefore, the following table depicts the monthly water charges for a residential customer using 5 units per month including the monthly meter charge.

**FY17 Water Rate**

Average Residential Customer Bill  
 Monthly Consumption in units  
 (1unit = 100 cf = 748 gallons)

	Rate	Billed Units	Month Charge
Capital Related Rate, per unit	\$2.60	5	\$13.00
1st Tier water service rates	\$1.55	5	\$7.75
Minimum Charge (5/8" meter)	\$4.95	n/a	\$4.95
<b>Total Monthly Charge</b>			<b>\$25.70</b>
<b>Total Annual Charge</b>			<b>\$308.40</b>

**Budget Summary – Water Division**

The Water Division prepares its budget using an accrual basis of accounting. Adjustments, from the accrual basis to the cash basis, are necessary to establish the amount of cash required to fund FY17 expenses.

<b>WATER RATE CALCULATION</b>		
<u>FY17 PROPOSED BUDGET</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
Operations and Maintenance	5,043,192	5,043,192
Property Taxes	118,000	118,000
Equipment & Minor Capital needs	56,750	56,750
Depreciation	1,700,000	
Interest on Debt	1,155,219	1,155,219
Accrued Interest		(14,401)
Principal on Debt		2,142,528
OPEB Liability	22,000	
Capital Projects		900,000
Rolling Stock		199,000
<b>BUDGET RESOLUTION</b>	<b>8,095,161</b>	
<b>CASH REQUIREMENT</b>		<b>9,600,288</b>
<u>ESTIMATED REVENUES/CASH</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
<b>NON-User Fee- Revenues</b>		
Fees	984,428	984,428
Strawbery Banke Agreement Interest	268	268
Household Hazardous Waste	6,000	6,000
Meter Charges	701,120	701,120
Interest on Investments	20,000	20,000
Other Utility revenue	67,970	67,970
Use of Net Position	0	0
<i>Sub Total</i>	<u>1,779,786</u>	<u>1,779,786</u>
<b>Other Financing Sources-Cash</b>		
Special Agreements		42,000
Strawbery Banke Agreement Principal		2,122
Bond Premium Amortization	60,112	
<i>Sub Total</i>	<u>60,112</u>	<u>44,122</u>
<b>FULL ACCRUAL REVENUES</b>	<b>1,839,898</b>	
<b>ESTIMATED CASH</b>		<b>1,823,908</b>
Required to be raised by User Rates		7,776,380
Rate Stabilization Reserve		245,000
<b>TO BE RAISED BY USER RATES</b>		<b>\$8,021,380</b>

<b>CASH REQUIRED FOR NET CAPITAL COSTS</b>		
<b>Total Estimated Billable Units</b>	1,688,000	
<b>Capital related Expenses</b>	\$2.60	4,382,346

<b>TWO TIER INCLINING RATE STRUCTURE</b>		
<b>(1 Unit equals 748 gallons of water)</b>		
Billable Units at Tier 1	494,358	
Rate/Anticipated Revenue	\$1.55	769,589
Capital Related Expenses	\$2.60	1,283,440
<b>Total Tier 1</b>	<b>\$4.15</b>	<b>2,053,029</b>
Billable Units at Tier 2	1,193,642	
Rate/Anticipated Revenue	\$2.40	2,869,445
Capital Related Expenses	\$2.60	3,098,906
<b>Total Tier 2</b>	<b>\$5.00</b>	<b>5,968,351</b>
<b>Total Estimated User Revenues:</b>	<b>1,688,000</b>	<b>8,021,380</b>

## **Capital Projects**

The following tables represent capital projects and rolling stock equipment identified in Capital Improvement Plan, Appendix II and Rolling Stock, Appendix I.

<b>Capital Outlay</b>	
<b><u>Project Name</u></b>	<b><u>Amount</u></b>
Annual Water Line Replacement	500,000
Well Stations Improvements	150,000
Water System Pressure and Storage Improvements	250,000
<b>TOTALS</b>	<b>\$900,000</b>

<b>Rolling Stock</b>	
<b><u>Vehicle &amp; Equipment Replacement</u></b>	<b><u>Amount</u></b>
Van	45,000
Pick-up	32,000
3/4 Ton Flatbed	30,000
1/2 Pick-up	27,000
Misc Equipment	65,000
<b>TOTALS</b>	<b>\$199,000</b>

## *Programs and Services*

**Water Assistance Programs-** Effective January 1, 2015, the City implemented two (2) Water and Sewer Assistance Programs for residential home-owners or tenants serviced by the City's Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City's Website.

- The first program offered is for Annual Assistance of a 25% discount off of water and sewer bills for income-eligible homeowners or tenants.
- The second program offered is for temporary assistance of up to a 50% credit toward an outstanding residential water and sewer balance to a maximum of \$300 for a financial hardship.

**Water Production-** Provide water production for two pressure zones supplying Portsmouth, Newington, Greenland, New Castle, Pease International Tradeport and portions of Rye, Madbury, and Durham.

- Operate and maintain Bellamy Reservoir (surface water supply).
- Operate and maintain 6 wells in Portsmouth pressure zone and 2 wells on Pease International Tradeport pressure zone (groundwater supply).
- Operate and maintain Madbury Water Treatment Plant.
- Increase public awareness of best practices in watershed management near the Bellamy Reservoir.
- Continue to develop intermunicipal and interconnection agreements with adjacent water systems to provide response to water system emergencies. Current interconnections exist with the Rye Water District.

**Water Storage-** Provide water storage capacity reaching 10,600,000 gallons of water.

- Operate and maintain 5 storage tanks in two pressure zones.

**Water Distribution-** Provide water distribution to service Portsmouth, Newington, Greenland, New Castle, Pease International Tradeport and portions of Rye, Madbury, and Durham.

- Provide drinking water supply.
- Provide water for fire protection.
- Operate and maintain 190 miles of system piping ranging from 2” to 24”.
- Maintain 8,300 services from the main in the street to curb shutoff, install new services.
- Maintain and install hydrants (including biannual flushing program).
- Maintain, install, and read water meters and monitor them via the automated meter reading system infrastructure.
- Maintain and exercise valves.
- Perform backflow testing annually at low hazard facilities and twice a year at high hazard facilities.
- Produce annual quality report and continued customer outreach through website updates, news releases and facility tours.

**Technical Services-** Provide technical services to water division

- Maintain and further develop geographic mapping and information system.
- Prepare maps and plans for information analysis and presentation.
- Prepare technical specifications, drawings, and estimates.
- Review projects in design phase and perform field survey work.
- Perform engineering inspections for water construction projects.
- Administer and operate the backflow and source water protection programs.
- Maintain and update the inventory of water system assets to utilize with ongoing maintenance and capital planning.

## Goals and Objectives

### *Goal #1:*

Continue operations based on conjunctive approach to water management balancing.

### *Objectives:*

- ✓ Implement recommendations of the Water Supply Master Plan Study of water availability and conjunctive management to optimize the efficient use of the water systems surface and groundwater supplies.
- ✓ Continue to encourage and implement water efficiency measures through customer outreach and water efficiency programs, including the new Water Efficiency Rebate Program which started in December 2014.
- ✓ Provide adequate training and operational direction to staff to achieve operator certifications at or above required standards.
- ✓ Continue to develop and implement new standard operating procedures within the Water Division to optimize staff utilization, duties and operating efficiency.
- ✓ Continue to work on water supply contingency planning for emergencies and droughts. This planning includes working with adjacent water supplies for interconnection agreements and developing additional sources of supply.
- ✓ Continue to improve water meter accounting and tracking of unaccounted-for water through meter calibrations, water use audits and leak detection efforts.



<p><i>Goal #2:</i></p> <p>Continue steps to improve water quality, water quantity and system security.</p>	<p><i>Objectives:</i></p> <ul style="list-style-type: none"> <li>✓ Optimize Water Treatment Plant and Distribution System operations utilizing the recommendations of the Stage II Disinfection By-Product Rule upgrade Study project guidance; pursue capital projects including continuation of annual water line replacement, water source augmentation.</li> <li>✓ Continue upgrade of SCADA system water supply and security applications.</li> <li>✓ Protect reservoir watershed areas and wellhead zones of contribution through land acquisition, regulation, and other available means as appropriate.</li> <li>✓ Continue with the comprehensive leak detection program, identify and fix leaks in a timely manner.</li> </ul>
<p><i>Goal #3:</i></p> <p>Develop sustainable funding strategies</p>	<p><i>Objectives:</i></p> <ul style="list-style-type: none"> <li>✓ Implement recommendations of rate study with focus on fair, equitable and sustainable funding utilizing the rate model as a guide.</li> <li>✓ Implement water asset management and operational maintenance program database information systems to improve system operations and long-term capital planning needs.</li> <li>✓ Implement the recommendations of the Water Supply Study for improved capital planning and operations.</li> </ul>

<i>Performance Measures</i>				
	FY14	FY15	FY16 (Est)	FY17 (Projected)
Percent of unaccounted for water	15%	15%	15%	15%
Number of water main breaks	31	35	21	25
Million Gallons Delivered (Surface and Groundwater)	1,698	1,655	1,738	1,784
Millions Gallons of Groundwater Treated	674	650	620	640
Millions Gallons of Surface Water Treated	1,024	1,005	1,118	1,144
Customer Water Meter Replacements	442	391	315	400

**2016-2017 BUDGETED POSITION AND SALARY DETAIL**

		POSITION	SALARY
<b>WATER DIVISION</b>			
<u>ADMINISTRATION</u>			
NON GRADE 27	9.5C/2.5D	② DEPUTY CITY MANAGER	11,428
PMA GRADE 24	E	① DEPUTY PW DIRECTOR	53,885
PMA GRADE 18	E	⑨ ASSISTANT CITY MANAGER	16,111
PMA GRADE 16	E	③ OPERATIONS MANAGER	18,278
PMA GRADE 13	C	⑦ PUBLIC INFORMATION OFFICER	17,226
PMA GRADE 11	3F/9G	⑤ ADMIN ASST	14,966
1386B GRADE 7	9D/3E	③ ADMIN CLERK	10,759
1386B GRADE 7	4B/8C	③ ADMIN CLERK	9,969
1386 GRADE 7	E	③ DISPATCHER	10,721
1386 GRADE 5	B	① WATER SEWER BILLING CLERK	17,533
SMA GRADE 14	G	⑧ EQUIPMENT MAINTENANCE FOREMAN	21,126
SMA GRADE 12	5.5C/6.5D	⑧ LEAD MECHANIC	16,928
1386 GRADE 9	3D/9E	⑧ EQUIPMENT MECHANIC	14,166
1386 GRADE 9	G	⑧ EQUIPMENT MECHANIC	14,956
1386 GRADE 9	E	⑧ EQUIPMENT MECHANIC	14,166
1386 GRADE 6	G	⑧ TRUCK DRIVER 1	12,945
1386 GRADE 7	E	⑧ INVENTORY TECHNICIAN	12,865
		EDUCATION STIPENDS	1,184
		<b>TOTAL</b>	<b>289,212</b>
<u>ENGINEERING</u>			
PMA GRADE 21	E	① ENGINEER	46,584
PMA GRADE 15	E	① GIS COORDINATOR	34,831
PMA GRADE 15	G	④ ENVIRONMENTAL PLANNER/SUSTAINABILITY COORDINATOR	18,252
PMA GRADE 16	E	① SCADA MANAGER	36,557
PMA GRADE 16	E	① ASST. ENGINEER	36,557
1386B GRADE 8	F	① CAD TECH	24,055
		EDUCATION STIPENDS	1,110
		<b>TOTAL</b>	<b>197,946</b>
<u>WATER SUPPLY AND TREATMENT</u>			
PMA GRADE 18	2.5D/9.5E	WATER RESOURCES MANAGER	79,764
SMA GRADE 13	F	ACPO	65,282
1386 GRADE 11	G	CHEMIST	54,922
Contract		WATER QUALITY AND RESOURCE PROTECTION SPECIALIST	40,000
1386 GRADE 8	G	PLANT OPER 1	47,520
1386 GRADE 8	G	PLANT OPER 1	47,520
1386 GRADE 8	G	PLANT OPER 1	47,520
1386 GRADE 8	E	PLANT OPER 1	45,010
1386 GRADE 8	G	PLANT OPER 1	47,520
		EDUCATION STIPEND	1,480
		ON CALL MONITORING	15,600
		<b>TOTAL</b>	<b>492,138</b>
<u>DISTRIBUTION AND METERS</u>			
SMA GRADE 15	4D/8E	① GEN FOREMAN	34,453
SMA GRADE 13	7.5D/4.5E	WATER FOREMAN	61,660
SMA GRADE 13	9D/3E	① WATER BILLING FOREMAN	30,643
1386 GRADE 9	F	EQUIP OPER 2	48,519
1386 GRADE 8	E	EQUIP OPER 1	45,010
1386 GRADE 7	F	UTILITY MECH	44,062
1386 GRADE 7	G	① UTILITY MECH	22,637
1386 GRADE 7	E	UTLITIY MECH	42,882

**2016-2017 BUDGETED POSITION AND SALARY DETAIL**

		<b>POSITION</b>	<b>SALARY</b>
1386 GRADE 7	1.5E/10.5F	① UTILITY MECH	21,957
1386 GRADE 6	3D/9E	① W/S METER READER	20,196
1386 GRADE 7	F	① UTILITY MECH	22,031
1386 GRADE 5	E	LABORER	38,949
1386 GRADE 5	E	LABORER	38,949
			3,900
<b>TOTAL</b>			<b>475,848</b>
			<hr/>
<b>TOTAL FULL TIME</b>			<b>1,455,144</b>
			<hr/>
NON GRADE 4	A	③ SECRETARY	5,308
			5,871
			29,409
<b>TOTAL PART TIME</b>			<b>40,588</b>
			<hr/>
<b>TOTAL DEPARTMENT</b>			<b>1,495,732</b>
			<hr/>
FUNDING BREAKDOWN	① 50% WATER, 50% SEWER		
	② 65% PLANNING, 10% HEALTH DEPARTMENT, 5% INSPECTION, 10% WATER, 10% SEWER		
	③ 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING		
	④ 25% WATER, 25% SEWER, 30% PLANNING, 20% COAKLEY LANDFILL TRUST		
	⑤ 50% CDBG, 25% WATER, 25% SEWER		
	⑦ 30% WATER, 30% SEWER, 20% PUBLIC WORKS, 20% PARKING		
	⑧ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING		
	⑨ 20% PW, 20% PARKING, 20% WATER, 20% SEWER, 20% CDBG		

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED

## WATER DEPARTMENT

### ADMINISTRATION PORTSMOUTH 50-751-610-51-100-492

011001	REGULAR SALARIES	151,611	129,115	265,877	289,212
011061	INSURANCE REIMBURSEMENT	5,410	4,660	8,305	10,100
011064	COLL BARG CONTINGENCY	28,000	28,000	24,255	34,500
012001	PART TIME SALARIES	-	21	-	5,308
014041	OVERTIME	500	471	1,000	2,100
015001	LONGEVITY	9,503	9,178	10,069	9,724
016001	LEAVE AT TERMINATION	30,000	146,254	30,000	30,000
021001	INSURANCE-HEALTH	417,000	344,450	480,081	514,000
021101	INSURANCE-DENTAL	22,890	21,112	28,249	30,350
021501	INSURANCE-LIFE	1,250	1,883	2,473	3,376
021601	INSURANCE-DISABILITY	6,100	4,779	7,420	6,440
021802	OPEB EXPENSE	33,320	11,053	33,320	12,000
022001	SOCIAL SECURITY	10,064	10,700	17,506	19,620
022501	MEDICARE	2,354	2,656	4,094	4,588
023001	RETIREMENT	17,482	19,841	30,935	34,754
023004	RETIREMENT-OPEB LIAB ADJ	-	(18,816)	-	10,000
026002	INSURANCE-WORKERS COMP	19,927	17,320	21,417	27,858
030101	PROF SERVICES-AUDIT	7,112	7,112	7,112	7,112
031002	PROF SERVICES-ENGINEERING	10,000	13,027	5,000	7,500
032001	PROF SERVICES-O/S COUNSEL	9,500	518	5,000	5,000
033002	ADMINISTRATIVE OVERHEAD	520,241	520,241	552,326	571,227
034001	LOCK BOXES	15,000	8,723	15,000	15,000
034103	TELEPHONE	500	766	500	500
034206	SOFTWARE-ANNUAL MAINT	36,450	32,206	36,450	36,450
035002	PROF SERV- SUBSTANCE TEST	750	154	750	750
035004	OCCUPATIONAL HEALTH	-	2,499	2,500	2,500
039054	PROF/SERVICES-CONTRACT	-	12,931	-	-
043024	REPAIRS-VEHICLE	500	-	500	500
043026	REPAIRS-COMPUTER EQUIP	500	-	500	500
043027	REPAIRS-OFFICE EQUIPMENT	-	60	-	-
043028	MAINTENANCE	2,575	9,464	2,500	2,500
048002	PROPERTY INSURANCE	46,287	46,286	46,287	49,506
053001	ADVERTISING	3,300	3,687	3,300	3,300
054003	STATE CERTIFICATION	-	5,267	-	-
054050	TRAINING	1,350	-	1,350	1,350
055050	PRINTING	12,500	9,114	12,500	12,500
056001	DUES PROFESSIONAL ORGANIZ	1,200	1,105	1,200	1,500
057101	TRAVEL AND CONFERENCE	350	289	1,500	2,500
062001	OFFICE SUPPLIES	3,300	4,058	3,300	3,500
062011	OPERATING SUPPLIES	-	144	-	-
062501	POSTAGE	28,800	23,802	28,800	28,800
063501	GASOLINE	69,725	44,167	69,725	40,000
067001	BOOKS & PERIODICALS	-	150	-	-
074000	MACHINERY AND EQUIPMENT	1,250	4,529	2,500	2,500
081005	TAXES	118,000	102,730	118,000	118,000
086001	DEPRECIATION	1,530,901	1,521,953	1,676,000	1,700,000
088011	ASSISTANCE WATER/SEWER	50,000	1,068	25,000	10,000
092101	FINANCING FEES ON DEBT	30,840	35,808	20,000	25,000
098102	INTEREST-BONDED DEBT	992,560	937,092	1,096,925	1,155,219
		<b>4,248,902</b>	<b>4,081,624</b>	<b>4,699,526</b>	<b>4,847,144</b>

### ENGINEERING ADMIN PORTSMOUTH 50-751-610-52-100-492

011001	REGULAR SALARIES	151,518	177,035	196,569	197,946
012001	PART TIME SALARIES	29,409	24,048	29,409	29,409
014041	OVERTIME	-	68	-	-
022001	SOCIAL SECURITY	11,284	11,750	14,011	14,096
022501	MEDICARE	2,639	2,748	3,278	3,297
023001	RETIREMENT	16,433	19,157	21,947	22,111
031002	PROF SERVICES-ENGINEERING	35,000	35,353	20,000	15,000
033004	GROUNDWATER PROTECT PRGM	21,000	593	10,000	15,000
034103	TELEPHONE	1,840	1,373	1,840	1,840
034104	CELLULAR PHONES	1,800	1,262	1,800	1,800
039054	PROF/SERVICES-CONTRACT	4,600	18,089	1,500	-
043028	MAINTENANCE	1,400	50	1,500	1,500
054050	TRAINING	3,750	363	2,500	2,500
056001	DUES PROFESSIONAL ORGANIZ	3,750	846	1,500	1,500
057101	TRAVEL AND CONFERENCE	1,750	1,138	1,750	2,250
062001	OFFICE SUPPLIES	1,800	274	1,800	1,800

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
062007	COMPUTER/PRINTER SUPPLIES	4,500	216	4,500	4,500
062011	OPERATING SUPPLIES	1,200	30	1,200	1,200
067001	BOOKS & PERIODICALS	450	143	500	500
074000	MACHINERY AND EQUIPMENT	1,000	1,829	1,000	1,000
		<b>295,123</b>	<b>296,360</b>	<b>316,604</b>	<b>317,249</b>

**TREATMENT PLANT PORTSMOUTH**  
50-751-650-54-180-492

011001	REGULAR SALARIES	297,660	343,331	317,280	421,616
011060	ON CALL MONITORING	14,356	13,833	15,303	15,600
014041	OVERTIME	10,498	10,147	10,498	10,500
022001	SOCIAL SECURITY	21,236	24,318	21,271	27,758
022501	MEDICARE	4,966	5,687	4,975	6,492
023001	RETIREMENT	36,889	39,825	38,322	50,010
031003	PROF SERVICES-SCADA	20,000	14,090	7,500	7,500
034103	TELEPHONE	10,000	6,791	10,000	10,000
034104	CELLULAR PHONES	8,800	4,111	8,800	8,800
039051	SECURITY/ALARMS	1,500	514	1,500	1,500
041002	ELECTRICITY	206,522	177,661	206,522	180,000
041103	PROPANE GAS	20,624	32,968	27,500	28,000
041301	RUBBISH REMOVAL	260	586	260	260
041308	SLUDGE DISPOSAL	214,160	129,974	200,000	175,000
043002	REPAIRS-ELECTRICAL	7,500	1,469	7,500	7,500
043005	REPAIRS-HEATING SYSTEM	3,102	18,173	3,100	3,100
043018	REPAIRS-EQUIPMENT	15,000	12,255	15,000	25,000
043024	REPAIRS-VEHICLE	9,500	7,880	9,500	9,500
043025	REPAIRS-BLDINGS & GROUNDS	3,500	1,720	3,500	5,000
043026	REPAIRS-COMPUTER EQUIP	3,500	3,479	3,500	5,000
043028	MAINTENANCE	7,500	29,622	7,500	12,500
043029	LAGOONS	-	-	-	-
043030	BELLAMY DAM	8,500	-	8,500	8,500
043031	SCADA EQUIPMENT	3,500	1,468	2,500	6,000
044002	RENTAL OTHER EQUIPMENT	-	-	-	-
054003	STATE CERTIFICATION	1,750	500	1,750	1,750
054050	TRAINING	1,750	947	1,000	1,250
056007	OPERATIONAL PERMITS	600	7,488	500	500
057101	TRAVEL AND CONFERENCE	2,000	-	1,500	1,500
057102	TRAVEL REIMBURSEMENT	750	-	750	750
061001	FIRST AID	1,000	427	1,000	1,000
062001	OFFICE SUPPLIES	2,000	1,527	2,000	2,000
062007	COMPUTER/PRINTER SUPPLIES	500	85	500	500
062011	OPERATING SUPPLIES	5,000	6,462	5,000	5,000
062501	POSTAGE	-	267	-	-
063600	DIESEL FUEL	2,142	-	2,142	2,142
063800	MATERIALS-CHEMICALS	428,764	323,597	440,000	357,500
068001	CLOTHING ALLOWANCE	-	-	-	-
068002	CLOTHING	3,750	2,892	3,750	3,750
068003	PROTECTIVE CLOTHING	750	497	750	750
068030	TOOLS	4,000	1,923	4,000	4,000
072000	BUILDINGS	5,000	545	5,000	5,000
074000	MACHINERY AND EQUIPMENT	10,000	24,901	5,000	7,500
092101	FINANCING FEES ON DEBT	-	-	-	-
		<b>1,398,829</b>	<b>1,251,962</b>	<b>1,404,973</b>	<b>1,420,028</b>

**TREATMENT PLANT PEASE**  
50-751-650-54-580-492

011001	REGULAR SALARIES	53,049	-	56,546	-
014041	OVERTIME	875	162	875	800
022001	SOCIAL SECURITY	3,653	10	3,560	50
022501	MEDICARE	854	2	833	12
023001	RETIREMENT	6,346	17	6,414	89
031003	PROF SERVICES-SCADA	5,000	-	1,500	2,500
034103	TELEPHONE	200	-	200	200
039010	PROF/SERVICES-LAB TESTS	-	398	-	-
039051	SECURITY/ALARMS	200	-	200	200
041002	ELECTRICITY	26,770	27,133	25,000	25,000
041101	NATURAL GAS	2,142	-	2,142	2,142
041102	HEATING OIL	2,142	-	2,142	2,142
041301	RUBBISH REMOVAL	100	-	100	100

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
043002	REPAIRS-ELECTRICAL	750	-	750	1,250
043018	REPAIRS-EQUIPMENT	7,500	744	5,000	5,000
043025	REPAIRS-BLDINGS & GROUNDS	2,500	567	1,500	1,500
043028	MAINTENANCE	200	98	500	500
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	-
061001	FIRST AID	100	-	100	100
063800	MATERIALS-CHEMICALS	17,113	6,540	5,000	1,500
068001	CLOTHING ALLOWANCE	-	-	-	-
068030	TOOLS	-	488	-	-
074000	MACHINERY AND EQUIPMENT	16,500	-	5,000	5,000
		<b>145,994</b>	<b>36,159</b>	<b>117,362</b>	<b>48,085</b>

**LABORATORY PORTSMOUTH**  
**50-751-650-55-180-492**

011001	REGULAR SALARIES	53,337	53,796	56,853	54,922
014041	OVERTIME	613	396	613	650
022001	SOCIAL SECURITY	3,345	3,026	3,563	3,445
022501	MEDICARE	782	708	833	806
023001	RETIREMENT	5,810	6,082	6,419	6,207
039010	PROF/SERVICES-LAB TESTS	35,750	28,977	35,750	35,750
043018	REPAIRS-EQUIPMENT	1,650	903	2,000	2,500
043028	MAINTENANCE	1,650	42	2,000	2,500
056001	DUES PROFESSIONAL ORGANIZ	300	244	-	-
056007	OPERATIONAL PERMITS	175	503	-	-
057102	TRAVEL REIMBURSEMENT	450	43	-	-
061002	MISCELLANEOUS SUPPLIES	100	-	-	-
062001	OFFICE SUPPLIES	350	1,123	500	750
062011	OPERATING SUPPLIES	11,000	27,664	11,000	13,500
067001	BOOKS & PERIODICALS	150	-	150	150
068003	PROTECTIVE CLOTHING	100	100	100	250
068030	TOOLS	250	-	250	250
074000	MACHINERY AND EQUIPMENT	2,500	2,238	2,500	3,500
		<b>118,312</b>	<b>125,842</b>	<b>122,531</b>	<b>125,180</b>

**TREATMENT-WELLS PORTSMOUTH**  
**50-751-650-56-171-492**

011001	REGULAR SALARIES	14,631	-	15,595	-
014041	OVERTIME	8,546	11,587	8,546	9,500
022001	SOCIAL SECURITY	2,677	679	1,497	589
022501	MEDICARE	626	159	350	138
023001	RETIREMENT	4,650	1,262	2,697	1,061
039054	PROF/SERVICES-CONTRACT	20,000	-	10,000	15,000
041002	ELECTRICITY	70,961	62,522	70,961	62,500
041101	NATURAL GAS	3,212	2,047	3,212	3,212
043002	REPAIRS-ELECTRICAL	6,500	-	6,500	8,500
043018	REPAIRS-EQUIPMENT	16,500	21,041	10,000	15,000
043025	REPAIRS-BLDINGS & GROUNDS	2,500	2,155	2,500	7,500
043028	MAINTENANCE	17,500	8,080	12,500	15,000
043032	GENERATOR MAINTENANCE	3,500	2,613	3,500	3,500
062011	OPERATING SUPPLIES	1,250	1,375	1,250	1,250
063800	MATERIALS-CHEMICALS	5,996	-	6,000	6,000
068030	TOOLS	250	179	250	250
074000	MACHINERY AND EQUIPMENT	22,000	-	5,000	7,500
		<b>201,299</b>	<b>113,699</b>	<b>160,358</b>	<b>156,500</b>

**TREATMENT-WELLS PEASE**  
**50-751-650-56-571-492**

014041	OVERTIME	-	111	-	-
022001	SOCIAL SECURITY	-	-	-	-
022501	MEDICARE	-	-	-	-
023001	RETIREMENT	-	-	-	-
041002	ELECTRICITY	-	-	-	-
		-	<b>111</b>	-	-

				FY17	
		FY15	FY15	FY16	CITY MANAGER
		BUDGET	ACTUAL	BUDGET	RECOMMENDED
<b>STORAGE TANKS PORTSMOUTH</b>					
<b>50-751-650-57-177-492</b>					
041002	ELECTRICITY	7,496	3,654	6,500	2,850
043018	REPAIRS-EQUIPMENT	1,500	358	1,500	1,500
043025	REPAIRS-BLDINGS & GROUNDS	750	-	750	750
043028	MAINTENANCE	7,500	3,291	7,500	7,500
		<b>17,246</b>	<b>7,302</b>	<b>16,250</b>	<b>12,600</b>
<b>STORAGE TANKS PEASE</b>					
<b>50-751-650-57-577-492</b>					
041002	ELECTRICITY	1,508	1,385	1,508	1,550
043018	REPAIRS-EQUIPMENT	550	-	550	550
043025	REPAIRS-BLDINGS & GROUNDS	1,000	53	1,000	1,000
043028	MAINTENANCE	1,000	67	1,000	1,000
		<b>4,058</b>	<b>1,505</b>	<b>4,058</b>	<b>4,100</b>
<b>BOOSTER STATION PORTSMOUTH</b>					
<b>50-751-650-58-182-492</b>					
039051	SECURITY/ALARMS	500	-	-	-
041002	ELECTRICITY	80,310	68,960	80,310	61,000
041102	HEATING OIL	4,819	2,514	2,500	2,000
043018	REPAIRS-EQUIPMENT	2,000	473	2,000	4,000
043025	REPAIRS-BLDINGS & GROUNDS	6,500	-	5,000	7,500
043028	MAINTENANCE	3,000	291	3,000	5,000
043032	GENERATOR MAINTENANCE	500	1,279	500	500
062011	OPERATING SUPPLIES	500	23	500	500
074000	MACHINERY AND EQUIPMENT	7,500	-	7,500	7,500
		<b>105,629</b>	<b>73,540</b>	<b>101,310</b>	<b>88,000</b>
<b>DISTRIBUTION-ADMIN PORTSMOUTH</b>					
<b>50-751-660-51-100-492</b>					
011001	REGULAR SALARIES	158,707	222,366	160,467	164,973
012001	PART TIME SALARIES	5,871	205	5,871	5,871
014041	OVERTIME	5,500	8,050	5,500	5,500
022001	SOCIAL SECURITY	10,545	13,609	10,654	10,933
022501	MEDICARE	2,466	3,183	2,492	2,557
023001	RETIREMENT	17,685	24,756	18,539	19,042
034101	PAGERS	100	-	-	-
034103	TELEPHONE	3,750	2,792	3,750	3,750
034104	CELLULAR PHONES	3,000	2,742	3,000	3,000
039051	SECURITY/ALARMS	100	-	-	-
041002	ELECTRICITY	20	-	-	-
041305	HOUSEHOLD HAZARDOUS WASTE	15,000	16,850	20,000	20,000
043018	REPAIRS-EQUIPMENT	11,500	1,439	5,000	5,000
043024	REPAIRS-VEHICLE	23,500	28,512	23,500	27,500
043025	REPAIRS-BLDINGS & GROUNDS	1,750	(251)	1,750	1,750
043027	REPAIRS-OFFICE EQUIPMENT	1,060	2	1,000	1,000
043028	MAINTENANCE	16,500	3,540	5,000	7,500
044002	RENTAL OTHER EQUIPMENT	2,500	-	2,500	2,500
054003	STATE CERTIFICATION	550	25	1,250	1,250
054050	TRAINING	2,100	3,730	2,100	2,750
055050	PRINTING	500	241	500	500
056001	DUES PROFESSIONAL ORGANIZ	450	-	450	750
061001	FIRST AID	560	267	560	800
062001	OFFICE SUPPLIES	700	830	700	1,000
062011	OPERATING SUPPLIES	1,150	4,740	1,150	4,500
065051	GROUNDSKEEPING-DIG SAFE	3,500	3,453	4,000	4,500
067001	BOOKS & PERIODICALS	150	-	150	150
068002	CLOTHING	5,500	5,963	6,500	6,500
068003	PROTECTIVE CLOTHING	500	558	750	1,000
068012	STOCK INVENTORY	-	82,035	-	-
068016	MATERIALS	11,700	3,843	11,700	12,500
068030	TOOLS	4,500	22,008	4,500	6,000
074000	MACHINERY AND EQUIPMENT	4,500	7,125	4,500	7,500
		<b>315,914</b>	<b>462,614</b>	<b>307,833</b>	<b>330,576</b>

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
<b>DISTRIBUTION CROSSCONNECT</b>					
<b>50-751-660-53-100-492</b>					
011001	REGULAR SALARIES	21,004	-	21,237	21,317
014041	OVERTIME	817	131	817	800
022001	SOCIAL SECURITY	1,353	7	1,367	1,371
022501	MEDICARE	316	2	320	321
023001	RETIREMENT	2,350	14	2,463	2,470
043028	MAINTENANCE	570	-	570	1,000
054003	STATE CERTIFICATION	130	-	130	250
054050	TRAINING	650	-	650	1,000
056001	DUES PROFESSIONAL ORGANIZ	250	-	250	500
057101	TRAVEL AND CONFERENCE	-	-	750	1,250
062001	OFFICE SUPPLIES	130	239	150	150
062011	OPERATING SUPPLIES	1,250	-	1,250	1,250
067001	BOOKS & PERIODICALS	200	-	200	200
074000	MACHINERY AND EQUIPMENT	750	-	1,000	1,000
		<b>29,770</b>	<b>393</b>	<b>31,154</b>	<b>32,879</b>
<b>DISTRIBUTION-MAINS PORTSMOUTH</b>					
<b>50-751-660-61-100-492</b>					
011001	REGULAR SALARIES	101,253	107,652	102,377	102,763
012001	PART TIME SALARIES	-	267	-	-
014041	OVERTIME	20,000	23,584	20,000	25,000
022001	SOCIAL SECURITY	7,518	7,605	7,587	7,921
022501	MEDICARE	1,758	1,778	1,774	1,853
023001	RETIREMENT	13,059	14,146	13,670	14,271
039052	PROF/SERV-CAPITAL OUTLAY	-	-	-	-
039054	PROF/SERVICES-CONTRACT	5,000	1,100	5,000	5,000
039055	PROF/SERV-CONTRACT-BILLAB	-	300	-	-
044002	RENTAL OTHER EQUIPMENT	500	-	1,000	1,000
068016	MATERIALS	75,000	73,252	97,500	97,500
		<b>224,088</b>	<b>229,684</b>	<b>248,908</b>	<b>255,308</b>
<b>DISTRIBUTION-SERVICES PORTSMOUTH</b>					
<b>50-751-660-62-100-492</b>					
011001	REGULAR SALARIES	53,576	65,471	54,171	54,375
012001	PART TIME SALARIES	-	8	-	-
014041	OVERTIME	5,200	8,051	5,200	8,000
022001	SOCIAL SECURITY	3,644	4,275	3,681	3,867
022501	MEDICARE	852	1,000	861	904
023001	RETIREMENT	6,330	7,932	6,632	6,967
039011	CAPITAL OUTLAY-CONTRACT	-	-	-	-
039054	PROF/SERVICES-CONTRACT	-	-	-	-
039055	PROF/SERV-CONTRACT-BILLAB	-	1,420	-	-
068013	MATERIAL-BILLABLE	-	1,551	-	-
068016	MATERIALS	21,000	12,264	35,000	35,000
074000	MACHINERY AND EQUIPMENT	1,250	-	1,250	1,250
		<b>91,852</b>	<b>101,971</b>	<b>106,795</b>	<b>110,363</b>
<b>DISTRIBUTION-HYDRANTS PORTSMOUTH</b>					
<b>50-751-660-63-100-492</b>					
011001	REGULAR SALARIES	55,745	53,299	56,363	56,576
012001	PART TIME SALARIES	-	3,989	-	-
014041	OVERTIME	17,500	2,004	17,500	17,500
022001	SOCIAL SECURITY	4,541	3,428	4,580	4,593
022501	MEDICARE	1,062	802	1,071	1,074
023001	RETIREMENT	7,889	5,956	8,251	8,274
039054	PROF/SERVICES-CONTRACT	1,250	-	1,250	50,000
068016	MATERIALS	12,200	13,143	12,200	12,200
068030	TOOLS	500	-	500	500
074000	MACHINERY AND EQUIPMENT	2,500	-	2,500	2,500
		<b>103,187</b>	<b>82,620</b>	<b>104,215</b>	<b>153,217</b>



		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
<b>DISTRIBUTION-METERS PORTSMOUTH</b>					
<b>50-751-660-64-100-492</b>					
011001	REGULAR SALARIES	74,730	998	75,560	75,844
014041	OVERTIME	3,000	1,127	3,000	3,000
022001	SOCIAL SECURITY	4,820	164	4,871	4,888
022501	MEDICARE	1,127	38	1,139	1,143
023001	RETIREMENT	8,372	614	8,775	8,807
039054	PROF/SERVICES-CONTRACT	11,000	9,881	11,000	11,000
043018	REPAIRS-EQUIPMENT	8,500	3,813	8,500	8,500
062011	OPERATING SUPPLIES	550	-	550	750
068016	MATERIALS	4,000	33,260	71,000	75,000
074000	MACHINERY AND EQUIPMENT	5,000	50	5,000	5,000
		<b>121,099</b>	<b>49,945</b>	<b>189,395</b>	<b>193,932</b>
<b>TOTAL WATER DIVISION</b>		<b>7,421,302</b>	<b>6,915,331</b>	<b>7,931,272</b>	<b>8,095,161</b>
<b>CASH REQUIREMENTS ADJUSTMENTS</b>					
021802	OPEB EXPENSE	(33,320)	-	(33,320)	(22,000)
070000	CAPITAL OUTLAY	1,339,000	-	700,000	900,000
086001	DEPRECIATION	(1,530,901)	-	(1,676,000)	(1,700,000)
098001	PRINCIPAL-BONDED DEBT	1,731,049	-	1,937,528	2,142,528
098102	INTEREST-BONDED DEBT	(39,367)	-	(14,773)	(14,401)
099002	ROLLING STOCK	120,000	-	201,500	199,000
<b>Total Cash Requirements Adjustment</b>		<b>1,586,461</b>	<b>-</b>	<b>1,114,935</b>	<b>1,505,127</b>
<b>TOTAL CASH REQUIREMENTS WATER</b>		<b>9,007,763</b>	<b>6,915,331</b>	<b>9,046,207</b>	<b>9,600,288</b>

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# Sewer Division

## Services Overview

- ✓ Sewer Assistance Programs
- ✓ Wastewater Collection
- ✓ Wastewater Treatment

## Department Budget Comments

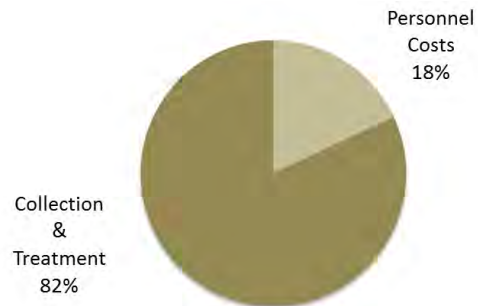
The Sewer Division's proposed cash requirement budget for FY17 is \$14,930,454. This represents an increase of \$1,589,954 or 12% from FY16.

## Budget Summary of Expenditures

	FY15	FY15	FY16	FY17
SEWER DEPARTMENT	BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
SALARIES	1,447,766	1,324,529	1,546,673	1,594,000
PART-TIME SALARIES	35,280	-	35,280	40,588
OVERTIME	109,563	72,162	100,987	101,400
LONGEVITY	9,874	8,083	10,069	11,220
HEALTH INSURANCE	403,500	410,266	494,987	451,500
DENTAL INSURANCE	30,193	29,498	34,608	32,000
INSURANCE REIMBURSEMENT	16,230	17,909	18,812	24,569
LEAVE AT TERMINATION	30,000	113,308	30,000	30,000
WORKERS' COMPENSATION	15,954	13,867	17,827	13,929
RETIREMENT	173,633	157,659	185,172	190,632
OTHER BENEFITS	156,859	86,692	161,803	166,356
COLLECTIVE BARGAINING CONTINGENCY	33,100	33,100	27,255	37,600
<i>Contractual Obligations</i>	2,461,952	2,267,073	2,663,473	2,693,794
CHEMICALS	970,028	655,137	970,028	673,000
REPAIRS & MAINTENANCE	459,925	745,928	282,075	331,825
ELECTRICITY	584,817	453,117	584,817	452,500
NATURAL GAS	37,317	11,031	13,229	9,729
PROPANE & FUEL OIL	33,418	39,798	60,607	41,107
GASOLINE & DIESEL	59,600	37,531	60,100	49,350
ADMINISTRATIVE OVERHEAD	520,241	520,241	552,326	571,227
SLUDGE/GRIT REMOVAL	332,750	333,946	327,000	320,500
PROF CONTRACTED SERVICES	248,659	126,000	145,759	150,259
PERMITS EXPENSES/LEGAL FEES	240,000	114,645	205,000	147,500
INTEREST ON DEBT	1,265,583	1,587,267	2,017,555	2,051,697
DEPRECIATION	1,908,325	1,825,808	2,100,000	2,000,000
EQUIPMENT	209,500	253,201	174,500	189,000
STOCK MATERIAL	50,750	82,901	70,500	70,500
ASSISTANCE PROGRAM	50,000	2,149	50,000	20,000
OTHER OPERATING	527,754	408,122	587,099	526,752
<i>Other Operating</i>	7,498,667	7,196,820	8,200,595	7,604,946
<b>TOTAL FULL ACCRUAL BASIS</b>	<b>9,960,619</b>	<b>9,463,893</b>	<b>10,864,068</b>	<b>10,298,740</b>
<b>CASH REQUIREMENTS ADJUSTMENTS</b>				
OPEB EXPENSES	(21,791)	(21,791)	(21,791)	(21,791)
CAPITAL OUTLAY	1,200,000	1,200,000	950,000	2,400,000
DEPRECIATION	(1,908,325)	(1,908,325)	(2,100,000)	(2,000,000)
PRINCIPAL-BONDED DEBT	3,565,799	3,565,799	3,595,593	3,795,593
ACCRUED INTEREST ADJ	405,414	405,414	(449,370)	7,912
ROLLING STOCK	187,000	187,000	502,000	450,000
<b>CASH ADJUSTMENT</b>	<b>3,428,097</b>	<b>3,428,097</b>	<b>2,476,432</b>	<b>4,631,714</b>
<b>TOTAL CASH REQUIREMENTS</b>	<b>13,388,716</b>	<b>12,891,990</b>	<b>13,340,500</b>	<b>14,930,454</b>

## **Operating Costs – Cash Basis**

Personnel costs for the Sewer Division represents 18% of the total cash requirements compared to 20% in FY16, while the remaining 82% represent costs related to the collection and treatment of the sewer system which includes capital outlay and repayment of debt compared to 80% in the prior year.



The Sewer Division completed work on the Peirce Island WWTF upgrade design project in FY16. The upgrade of the Peirce Island treatment facility is federally mandated by the EPA and the New Hampshire Department of Environmental Service (DES) through the City's National Pollutant Discharge Elimination System (NPDES) and timelines for this upgrade are outlined in a Judicial Consent Decree. The Consent Decree imposes significant financial penalties for non-compliance with the imposed schedule (for additional detail see <http://www.portsmouthwastewater.com>). Design of the upgraded facility began during FY14 and continued during FY15 and FY16. As part of this design a comprehensive assessment of existing facilities was undertaken together with an assessment of the configuration of the upgraded layout of new facilities. This assessment included a revision of the previous cost estimates for total project needs. City staff continued to provide updates to the City Council and public through City Council meetings and worksession as well as posting information on the City's website.

The City continued with efforts to work with the EPA, the DES, and other communities in the Great Bay watershed to ensure regulatory requirements are based on sound science and when necessary, legally challenge the regulators to document that their requirements are justified. As the rate projections presented here and in past public presentations show, the City of Portsmouth continues to maintain the position with the regulators that stringent treatment plant discharge limits in their NPDES permit may have major financial implications without clear justification of the environmental benefit. Therefore, the City continues to support its NPDES permit negotiations through scientific efforts and studies that better define the City's impact on the Piscataqua River.

## **Sewer Rate**

As with the Water Division budget, the FY17 Sewer budget utilized the updated Water and Sewer Rate Model to project rates needed to address major capital project costs. The rate model serves as a tool to allow for long-term planning. Prudent financial planning continues to result in predictable and stable rate increases to allow for funding of future capital projects without major impacts to customers. As a result of anticipated future major capital investments, such as with the Peirce Island WWTF upgrades, the City implemented a rate stabilization reserve policy in FY14 as recommended by the City's Water and Sewer Rate Model consultant. This policy allows for either the increase or use of net position to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue. Therefore, this FY17 budget incorporates the recommendations of this model and the policy changes accepted by the Council.

The Sewer Division uses a two-tier inclining rate block structure similar to the Water Division. Sewer charges are based on water consumption. The first 10 units (a unit is 100 cubic feet or 748 gallons) of consumption per month will be billed at one rate, and any consumption greater than 10 units will be billed at a higher rate. This two-tier inclining rate block structure provides an equitable method of financing of wastewater operations.

**The FY17 user rates reflect a 4% increase from the FY16 rates.**

The proposed sewer rate for the first 10 units of water consumed per month will increase from \$11.77 to \$12.24, of which \$7.74 per unit is directly related to the capital needs and debt repayment for the EPA mandated LTCP and treatment facility upgrade projects. The rate for the consumption over 10 units per month will be increased from \$12.95 to \$13.47 of which \$7.74 is related to capital and debt repayment requirements.

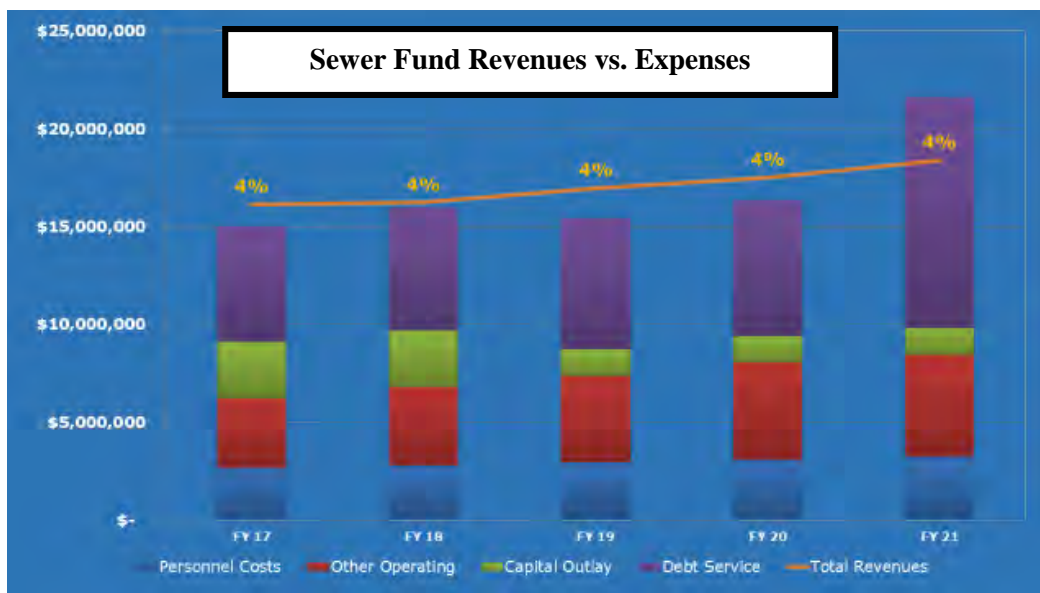
FY17 Proposed Sewer Rates		FY17 Rates (per unit)
First Tier Rate (10 units or less per month)		
Capital Related Rate, per unit billed		\$7.74
First 10 units billed per month		\$4.50
<b>Total First Tier Rate</b>		<b>\$12.24</b>
Second Tier Rate (over 10 units per month)		
Capital Related Rate, per unit billed		\$7.74
Over 10 units billed per month		\$5.73
<b>Total Second Tier Rate</b>		<b>\$13.47</b>

The sewer rate continues to be strongly impacted by the capital costs associated with Federal and State regulatory issues. Future capital upgrades associated with these mandates are currently being planned as the City continues with the Long Term Control Plan sewer separation program and implementation of the Wastewater Masterplan.

FY17 Sewer Rate			
Average Residential Customer Bill			
Monthly Consumption in units (1unit = 100 cf = 748 gallons)			
	Rate	Billed Units	Month Charge
Capital Related Rate, per unit	\$7.74	5	\$38.70
1st Tier sewer service rates	\$4.50	5	\$22.50
Minimum Charge (5/8" meter)	\$0.00	n/a	\$0.00
Total Monthly Charge			<b>\$61.20</b>
Total Annual Charge			<b>\$734.40</b>

Detailed water usage analysis was performed as part of the comprehensive Water and Sewer rate study. The study analyzed water usage for all customers based on 2012 usage. This analysis provided a detailed picture of the usage demographics throughout the water and sewer systems. User categories were evaluated for commercial, industrial and residential customers. That analysis showed that an average single-family customer on the Portsmouth water and sewer system uses 5 units per month. Therefore, the adjacent table depicts the monthly and annual water charges for a residential customer using 5 units per month.

The following graphic provides the latest analysis of projected rate increases of 4% each year from FY17 to FY21 as recommended by the Water and Sewer Rate model. The model includes an increase to net position for the rate stabilization reserve which will be used in future years to mitigate a significant rate spike when the City begins to re-pay the debt associated with the construction of the wastewater treatment upgrades in FY21.



**Budget Summary – Sewer Division**

The Sewer Division prepares its budget using an accrual basis of accounting. Adjustments, from the accrual basis to the cash basis, are necessary to establish the amount of cash required to fund FY17 expenses.

<b>SEWER RATE CALCULATION</b>		
<u>FY17 PROPOSED BUDGET</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
Operations and Maintenance	5,888,752	5,888,752
Permits/Legal Fees	147,500	147,500
Equipment & Minor Capital needs	189,000	189,000
Depreciation	2,000,000	
Interest on Debt	2,051,697	2,051,697
Accrued Interest		7,912
Principal on Debt		3,795,593
OPEB Liability	21,791	
Capital Projects		2,400,000
Rolling Stock		450,000
<b>BUDGET RESOLUTION</b>	<b>10,298,740</b>	
<b>CASH REQUIREMENT</b>		<b>14,930,454</b>
<u>ESTIMATED REVENUES/CASH</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
<b>NON-User Fee- Revenues</b>		
Fees	315,500	315,500
State Aid Grant	310,640	310,640
Pease Reimbursement Interest on Debt	25,955	25,955
Special Agreements Interest on Debt	46,479	46,479
Interest on Investment	50,732	50,732
Use of Net Position	0	0
<i>Sub Total</i>	<u>749,306</u>	<u>749,306</u>
<b>Other Financing Sources-Cash</b>		
Pease Payback Towards Debt		116,290
Pease Aid Grant, Pease Principal		46,258
Special Agreements Principal Debt		94,053
Parkard Development Special Agreements		100,000
Bond Premium Amortization	126,630	
Use of Bond Premium for Debt Payment		354,518
<i>Sub Total</i>	<u>126,630</u>	<u>711,119</u>
<b>FULL ACCRUAL REVENUES</b>	<b>875,936</b>	
<b>ESTIMATED CASH</b>		<b>1,460,425</b>
Required to be raised by User Rates		<b>13,470,029</b>
Rate Stabilization Reserve		<b>1,240,000</b>
<b>TO BE RAISED BY USER RATES</b>		<b>\$14,710,029</b>

<b>CASH REQUIRED FOR NET CAPITAL COSTS</b>		
<b>Total Estimated Billable Units</b>	1,125,000	
<b>Capital related Expenses</b>	\$7.74	8,705,202

<b>TWO TIER INCLINING RATE STRUCTURE</b> (1 Unit equals 748 gallons of water)		
Billable Units at Tier 1	356,288	
Rate/Anticipated Revenue	\$4.50	1,603,762
Capital Related Expenses	\$7.74	2,756,937
<b>Total Tier 1</b>	<b>\$12.24</b>	<b>4,360,700</b>
Billable Units at Tier 2	768,713	
Rate/Anticipated Revenue	\$5.73	4,401,065
Capital Related Expenses	\$7.74	5,948,265
<b>Total Tier 2</b>	<b>\$13.47</b>	<b>10,349,329</b>
<b>Total Estimated User Revenues:</b>	<b>1,125,000</b>	<b>14,710,029</b>

**Capital Projects**

The table represent capital projects and rolling stock equipment identified in the Capital Improvement Plan, Appendix II and Rolling Stock Appendix I.

These projects will be funded through sewer revenues.

Capital Outlay	
<u>Project Name</u>	<u>Amount</u>
Pease Wastewater Treatment Plant Upgrades	600,000
Long Term Control Plan Related Projects	400,000
Annual Sewer Line Replacement	1,000,000
Pumping Station Upgrade	250,000
Union Street Sewer Reconstruction	150,000
<b>TOTALS</b>	<b>\$2,400,000</b>

Rolling Stock	
<u>Vehicle &amp; Equipment Replacement</u>	<u>Amount</u>
1Ton Pick-up	50,000
1Ton Pick-up	50,000
10 Wheel Roll off	125,000
Misc Sewer System (Pumps, Motors, Etc)	225,000
<b>TOTALS</b>	<b>\$450,000</b>

Programs and Services

**Sewer Assistance Programs-** Effective January 1, 2015, the City implemented two (2) Water and Sewer Assistance Programs for residential home-owners or tenants serviced by the City’s Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City’s Website.

- The first program offered is for Annual Assistance of a 25% discount off of water and sewer bills for income-eligible homeowners or tenants.
- The second program offered is for temporary assistance of up to a 50% credit toward an outstanding residential water and sewer balance to a maximum of \$300 for a financial hardship.

**Wastewater Collection-** Support and maintain infrastructure for residential and commercial wastewater collection services in Portsmouth, including Pease International Tradeport.

- Clean, maintain and repair sewer infrastructure:
  - 115 miles of collection mains
  - 1,650 manholes
  - 20 pumping stations
- Install new sewer mains.
- Maintain advanced professional certifications for infrastructure collection operations at our above required regulatory levels.

**Wastewater Treatment-** Provide wastewater treatment services, accepting flow from the City, Pease International Tradeport, and additional customers from bordering towns.

- Maintain two wastewater treatment facilities (WWTF) and 20 pumping stations throughout Portsmouth and Pease.
- Maintain advanced technical professional certifications for operation of facilities at our above required regulatory levels.

**Technical Services-** Provide technical services to sewer division.

- Maintain and further develop geographic mapping and information system.
- Prepare maps and plans for information analysis and presentation.
- Analyze and investigate illicit discharges and pursue remediation.
- Prepare technical specifications, drawings, and estimates.
- Review projects in design phase and perform field survey work.
- Perform engineering inspections for sewer construction projects.

## Goals and Objectives

<p><i>Goal #1:</i></p> <p>Bring Peirce Island Wastewater Treatment Facility into compliance with anticipated new NPDES permit requirements.</p>	<p><i>Objectives:</i></p> <ul style="list-style-type: none"> <li>✓ Continue design and construct Peirce Island Wastewater facility upgrades.</li> <li>✓ Continue work on Combined Sewer Overflow Long Term Control Plan (LTCP) and assess future needs via the ongoing Inflow and Infiltration Study.</li> </ul>
<p><i>Goal #2:</i></p> <p>Continue operations improvement program in both collection and treatment areas.</p>	<p><i>Objectives:</i></p> <ul style="list-style-type: none"> <li>✓ Continue implementation of asset management program for programmed maintenance.</li> <li>✓ Continue video line inspection program to refine sewer pipe assets.</li> <li>✓ Continue to implement Fats, Oil and Grease (FOG) reduction measures.</li> <li>✓ Confirm all necessary Industrial Discharge Permits are in place and are accurately monitored and billed.</li> <li>✓ Conduct equipment upgrades with focus on energy efficiency and decreased energy consumption.</li> <li>✓ Continue preventative maintenance program.</li> </ul>
<p><i>Goal #3:</i></p> <p>Minimize impacts to the City's waterways from combined sewer overflow.</p>	<p><i>Objectives:</i></p> <ul style="list-style-type: none"> <li>✓ Complete the ongoing Inflow and Infiltration study throughout the City.</li> <li>✓ Continue implementation of Illicit Discharge Detection Elimination program.</li> <li>✓ Implement a series of projects to reduce inflow and infiltration.</li> <li>✓ Upgrade pump stations and rehabilitate sewers.</li> <li>✓ Continue implementation of Combined Sewer Overflow Long Term Control Plan (LTCP).</li> <li>✓ Continue evaluation of stormwater options for operations facilities.</li> <li>✓ Continue implementation of water efficiency program to reduce base flows to sewer and treatment systems.</li> </ul>

## Performance Measures

	FY14	FY15	FY16 (Est)	FY17 (Projected)
Linear Feet of wastewater pipe cleaned and inspected	48,163 LF*	49,000	48,000 LF	50,000 LF



**2016-2017 BUDGETED POSITION AND SALARY DETAIL**

			POSITION	SALARY
<b>SEWER DIVISION</b>				
<u>ADMINISTRATION</u>				
NON GRADE 27	9.5C/2.5D	②	DEPUTY CITY MANAGER	11,428
PMA GRADE 24	E	①	DEPUTY PUBLIC WORKS DIRECTOR	53,885
PMA GRADE 18	E	⑨	ASSISTANT CITY MANAGER	16,111
PMA GRADE 15	5E/7F	⑥	HEALTH INSPECTOR	42,467
PMA GRADE 16	E	③	OPERATIONS MANAGER	18,278
PMA GRADE 13	C	⑦	PUBLIC INFORMATION OFFICER	17,226
PMA GRADE 11	3F/9G	⑤	ADMIN ASST	14,966
1386B GRADE 7	9D/3E	③	ADMIN CLERK	10,759
1386B GRADE 7	4B/8C	③	ADMIN CLERK	9,969
1386 GRADE 7	E	③	DISPATCHER	10,721
1386 GRADE 5	B	①	WATER SEWER BILLING CLERK	17,533
SMA GRADE 14	G	⑧	EQUIPMENT MAINTENANCE FOREMAN	21,126
SMA GRADE 12	5.5C/6.5D	⑧	LEAD MECHANIC	16,928
1386 GRADE 9	E	⑧	EQUIPMENT MECHANIC	14,166
1386 GRADE 9	G	⑧	EQUIPMENT MECHANIC	14,956
1386 GRADE 9	E	⑧	EQUIPMENT MECHANIC	14,166
1386 GRADE 6	G	⑧	TRUCK DRIVER 1	12,945
1386 GRADE 7	E	⑧	INVENTORY TECHNICIAN	12,865
			EDUCATION STIPENDS	2,072
			<b>TOTAL</b>	<b>332,567</b>
<u>ENGINEERING</u>				
PMA GRADE 21	E	①	ENGINEER	46,584
PMA GRADE 15	E	①	GIS COORDINATOR	34,831
			ENVIRONMENTAL PLANNER/SUSTAINABILITY COORDINATOR	
PMA GRADE 15	G	④		18,252
PMA GRADE 16	E	①	SCADA MANAGER	36,557
PMA GRADE 16	E	①	ASST. ENGINEER	36,557
1386B GRADE 8	F	①	CAD TECH	24,055
			EDUCATION STIPENDS	1,110
			<b>TOTAL</b>	<b>197,946</b>
<u>SEWER TREATMENT FACILITIES</u>				
SMA GRADE 16	F		CPO	75,529
SMA GRADE 13	10B/2C		ACPO	55,403
SMA GRADE 13	F		ACPO	65,282
1386 GRADE 10	E		PLANT OPER 2	49,563
1386 GRADE 8	E		PLANT OPER 1	45,010
1386 GRADE 8	1.5C/9D/1.5E		PLANT OPER 1	42,897
1386 GRADE 8	F		PLANT OPER 1	46,247
1386 GRADE 8	F		PLANT OPER 1	46,247
1386 GRADE 8	E		PLANT OPER 1	45,010
1386 GRADE 8	G		PLANT OPER 1	47,520
1386 GRADE 8	E		PLANT OPER 1	45,010
1386 GRADE 6	E		TRUCK DRIVER 1	40,872
			ON CALL MONITORING	15,600
			<b>TOTAL</b>	<b>620,190</b>
<u>COLLECTION AND METERS</u>				
SMA GRADE 15	4D/8E	①	GEN FOREMAN	34,453
SMA GRADE 13	G		SEWER FORMEAN	67,078
SMA GRADE 13	9D/3E	①	WATER BILLING FOREMAN	30,643
1386 GRADE 8	E		EQUIP OPER 1	45,010
1386 GRADE 7	G	①	UTILITY MECH	22,637

**2016-2017 BUDGETED POSITION AND SALARY DETAIL**

		<b>POSITION</b>	<b>SALARY</b>
1386 GRADE 7	G	UTILITY MECH	45,273
1386 GRADE 6	F	TRUCK DRIVER 1	41,996
1386 GRADE 7	F	UTILITY MECH	44,062
1386 GRADE 7	F	UTILITY MECH	44,062
1386 GRADE 7	1.5E/10.5F	① UTILITY MECH	21,957
1386 GRADE 6	3D/9E	① W/S METER READER	20,196
1386 GRADE 7	F	① UTILITY MECH	22,031
			3,900
<b>TOTAL</b>			<b>443,298</b>
			<hr/>
<b>TOTAL FULL TIME</b>			<b>1,594,001</b>
			<hr/>
NON GRADE 4	A	③ SECRETARY	5,308
			5,871
			29,409
<b>TOTAL PART TIME</b>			<b>40,588</b>
			<hr/>
<b>TOTAL DEPARTMENT</b>			<b>1,634,589</b>
FUNDING BREAKDOWN		① 50% WATER, 50% SEWER	
		② 65% PLANNING, 10% HEALTH DEPARTMENT, 5% INSPECTION, 10% WATER, 10% SEWE	
		③ 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING	
		④ 25% WATER, 25% SEWER, 30% PLANNING, 20% COAKLEY LANDFILL TRUST	
		⑤ 50% CDBG, 25% WATER, 25% SEWER	
		⑥ 60% SEWER, 40% GENERAL FUND HEALTH	
		⑦ 30% WATER, 30% SEWER, 20% PUBLIC WORKS, 20% PARKING	
		⑧ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING	
		⑨ 20% PW, 20% PARKING, 20% WATER, 20% SEWER, 20% CDBG	

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED

**SEWER DEPARTMENT**

**ADMINISTRATION PORTSMOUTH**

51-751-610-51-100-491

Account Title	FY15 BUDGET	FY15 ACTUAL	FY16 BUDGET	FY17 CITY MANAGER RECOMMENDED
011001 REGULAR SALARIES	191,777	170,321	307,705	332,567
011061 INSURANCE REIMBURSEMENT	16,230	17,909	18,812	24,569
011064 COLL BARG CONTINGENCY	33,100	33,100	27,255	37,600
012001 PART TIME SALARIES	-	-	-	5,308
014041 OVERTIME	-	98	-	2,100
015001 LONGEVITY	9,874	8,083	10,069	11,220
016001 LEAVE AT TERMINATION	30,000	113,308	30,000	30,000
021001 INSURANCE-HEALTH	403,500	410,266	494,987	451,500
021101 INSURANCE-DENTAL	30,193	29,498	34,608	32,000
021501 INSURANCE-LIFE	1,510	1,690	2,630	3,678
021601 INSURANCE-DISABILITY	7,526	6,146	7,864	7,016
021802 OPEB EXPENSE	21,791	11,207	21,791	12,000
022001 SOCIAL SECURITY	12,502	14,341	19,702	21,774
022501 MEDICARE	2,924	3,509	4,608	5,092
023001 RETIREMENT	21,718	24,647	35,495	38,636
023004 RETIREMENT-OPEB LIAB ADJ	-	(41,420)	-	10,000
026002 INSURANCE-WORKERS COMP	15,954	13,867	17,827	13,929
030101 PROF SERVICES-AUDIT	6,659	6,659	6,659	6,659
031002 PROF SERVICES-ENGINEERING	-	6,500	-	7,500
032001 PROF SERVICES-O/S COUNSEL	175,000	53,593	145,000	75,000
033002 ADMINISTRATIVE OVERHEAD	520,241	520,241	552,326	571,227
034001 LOCK BOXES	15,000	8,723	15,000	15,000
034103 TELEPHONE	1,200	889	1,200	1,200
034201 OUTSIDE PROGRAMMING	-	-	-	-
034206 SOFTWARE-ANNUAL MAINT	36,450	32,205	36,450	36,450
035002 PROF SERV- SUBSTANCE TEST	-	494	600	600
035004 OCCUPATIONAL HEALTH	750	2,765	2,500	2,500
039001 PROFESSIONAL SERVICES	-	-	-	-
039054 PROF/SERVICES-CONTRACT	63,500	6,267	33,500	25,000
043024 REPAIRS-VEHICLE	2,775	-	2,775	2,775
043028 MAINTENANCE	11,350	9,524	10,000	12,500
048002 PROPERTY INSURANCE	34,879	34,879	39,064	50,417
053001 ADVERTISING	3,000	2,950	3,000	3,000
054003 STATE CERTIFICATION	-	25	-	-
054050 TRAINING	500	1,520	500	1,250
055050 PRINTING	5,500	4,090	5,500	5,500
056001 DUES PROFESSIONAL ORGANIZ	500	-	500	500
057101 TRAVEL AND CONFERENCE	100	259	1,000	1,500
062001 OFFICE SUPPLIES	3,500	4,037	3,500	4,000
062011 OPERATING SUPPLIES	-	61	-	-
062501 POSTAGE	23,600	23,778	23,600	23,600
063501 GASOLINE	55,000	37,174	55,000	45,000
074000 MACHINERY AND EQUIPMENT	2,500	12,410	2,500	7,500
081004 ABATEMENTS	12,500	8,610	12,500	12,500
086001 DEPRECIATION	1,908,325	1,825,808	2,100,000	2,000,000
088011 ASSISTANCE WATER/SEWER	50,000	2,149	50,000	20,000
092101 FINANCING FEES ON DEBT	16,240	7,460	110,000	25,000
098102 INTEREST-BONDED DEBT	1,265,583	1,587,267	2,017,555	2,051,697
	<b>5,013,251</b>	<b>5,016,904</b>	<b>6,263,582</b>	<b>6,046,864</b>

**ENGINEERING ADMIN PORTSMOUTH**

51-751-610-52-100-491

011001 REGULAR SALARIES	221,364	223,612	196,569	197,946
012001 PART TIME SALARIES	29,409	-	29,409	29,409
014041 OVERTIME	-	-	-	-
022001 SOCIAL SECURITY	15,548	14,660	14,011	14,096
022501 MEDICARE	3,636	3,428	3,278	3,297
023001 RETIREMENT	23,841	24,208	21,957	22,111
031002 PROF SERVICES-ENGINEERING	42,500	17,987	27,500	27,500
031006 PROF SRVCS-GREAT BAY	50,000	61,052	50,000	62,500
033001 PROF SERVICES-TEMP	15,000	-	10,000	10,000
034103 TELEPHONE	700	489	700	700
034104 CELLULAR PHONES	1,500	1,202	1,500	1,500
039054 PROF/SERVICES-CONTRACT	42,500	47,574	15,000	15,000
041308 SLUDGE DISPOSAL	2,500	-	2,500	2,500
043028 MAINTENANCE	-	50	-	-
054003 STATE CERTIFICATION	260	-	260	260

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
054050	TRAINING	750	303	750	750
055003	UPDAING PLATS & MAPS	1,000	-	1,000	1,000
056001	DUES PROFESSIONAL ORGANIZ	700	715	700	1,000
057101	TRAVEL AND CONFERENCE	1,050	452	1,050	1,050
062001	OFFICE SUPPLIES	1,700	373	1,700	1,700
062005	PRINTING SUPPLIES	1,500	-	1,500	1,500
062007	COMPUTER/PRINTER SUPPLIES	3,250	216	3,250	3,250
062011	OPERATING SUPPLIES	-	30	-	-
067001	BOOKS & PERIODICALS	125	143	125	125
074000	MACHINERY AND EQUIPMENT	6,000	902	3,000	3,000
		<b>464,833</b>	<b>397,394</b>	<b>385,759</b>	<b>400,194</b>

**TREATMENT PLANT PORTSMOUTH**  
**51-751-670-54-181-491**

011001	REGULAR SALARIES	282,136	376,976	286,110	296,548
011045	SALARIES - SLUDGE REMOVAL	24,492	16,993	24,837	24,378
011060	ON CALL MONITORING	14,086	14,202	14,285	15,600
014041	OVERTIME	28,335	25,386	28,335	29,000
022001	SOCIAL SECURITY	23,191	25,998	21,921	22,663
022501	MEDICARE	5,424	6,080	5,127	5,300
023001	RETIREMENT	40,285	47,071	39,493	40,829
034103	TELEPHONE	5,500	5,512	5,500	6,000
034104	CELLULAR PHONES	8,250	6,365	8,250	8,250
039001	PROFESSIONAL SERVICES	25,000	-	12,500	12,500
039051	SECURITY/ALARMS	500	-	500	500
041002	ELECTRICITY	91,660	81,330	91,660	96,500
041101	NATURAL GAS	-	-	-	-
041102	HEATING OIL	11,458	6,154	8,500	6,500
041103	PROPANE GAS	16,499	13,453	25,000	12,500
041205	WATER /SEWER FEES	100,000	74,107	82,500	82,500
041308	SLUDGE DISPOSAL	220,000	217,609	225,000	225,000
041309	GRIT AND GREASE REMOVAL	19,000	-	11,500	5,000
043001	REPAIRS-STRUCTURAL	3,000	-	2,500	5,000
043004	REPAIRS-PLUMBING	5,000	3,486	2,500	5,000
043018	REPAIRS-EQUIPMENT	75,000	70,519	25,000	25,000
043021	REPAIRS-FIRE ALARM SYS	-	-	-	-
043024	REPAIRS-VEHICLE	15,000	16,582	15,000	15,000
043025	REPAIRS-BLDINGS & GROUNDS	10,000	82,028	10,000	10,000
043028	MAINTENANCE	16,000	13,445	7,500	12,500
043031	SCADA EQUIPMENT	12,500	9,936	7,500	9,000
043032	GENERATOR MAINTENANCE	2,000	2,183	2,000	2,500
054003	STATE CERTIFICATION	1,000	492	1,000	1,000
054050	TRAINING	4,500	4,055	4,500	4,500
056001	DUES PROFESSIONAL ORGANIZ	500	724	500	750
057101	TRAVEL AND CONFERENCE	1,500	748	1,500	1,500
057102	TRAVEL REIMBURSEMENT	1,750	1,442	1,750	1,750
061001	FIRST AID	500	121	500	500
062001	OFFICE SUPPLIES	2,000	1,300	2,000	2,000
062011	OPERATING SUPPLIES	12,000	9,197	9,500	9,750
063800	MATERIALS-CHEMICALS	859,317	576,486	859,317	575,000
068002	CLOTHING	5,500	3,519	5,500	5,500
068003	PROTECTIVE CLOTHING	2,000	2,842	2,000	4,000
068030	TOOLS	6,000	4,439	6,000	6,000
074000	MACHINERY AND EQUIPMENT	40,000	80,360	17,500	22,500
098102	INTEREST-BONDED DEBT	-	-	-	-
		<b>1,990,883</b>	<b>1,801,139</b>	<b>1,874,585</b>	<b>1,608,318</b>

**TREATMENT PLANT PEASE**  
**51-751-670-54-581-491**

011001	REGULAR SALARIES	69,704	65,823	70,685	69,381
011045	SALARIES - SLUDGE REMOVAL	16,328	4,009	16,558	14,835
011060	ON CALL MONITORING	283	-	287	-
014041	OVERTIME	14,427	6,226	14,427	14,000
022001	SOCIAL SECURITY	6,246	4,500	6,321	6,089
022501	MEDICARE	1,461	1,052	1,478	1,424
023001	RETIREMENT	10,850	8,237	11,389	10,971
031002	PROF SERVICES-ENGINEERING	7,500	-	7,500	12,500
034103	TELEPHONE	3,200	3,111	3,200	3,200

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
041002	ELECTRICITY	177,217	120,189	177,217	112,000
041101	NATURAL GAS	19,274	-	-	-
041103	PROPANE GAS	-	17,348	19,500	17,500
041102	HEATING OIL	-	205	-	-
041205	WATER /SEWER FEES	11,000	4,769	9,000	9,000
041301	RUBBISH REMOVAL	1,000	1,579	1,000	1,000
041308	SLUDGE DISPOSAL	85,000	72,079	75,000	75,000
043002	REPAIRS-ELECTRICAL	500	494	500	7,500
043018	REPAIRS-EQUIPMENT	75,000	110,870	40,000	40,000
043024	REPAIRS-VEHICLE	-	13	-	-
043025	REPAIRS-BLDINGS & GROUNDS	20,000	27,525	15,000	15,000
043028	MAINTENANCE	20,000	19,882	10,000	15,000
043031	SCADA EQUIPMENT	12,500	1,086	10,000	10,000
043032	GENERATOR MAINTENANCE	1,000	2,743	1,000	1,000
054050	TRAINING	500	96	500	500
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	-
061001	FIRST AID	350	51	350	350
062001	OFFICE SUPPLIES	1,200	1,202	1,200	1,200
062011	OPERATING SUPPLIES	3,500	3,480	3,500	3,500
063601	DIESEL FUEL	600	-	600	600
063800	MATERIALS-CHEMICALS	110,711	78,651	110,711	98,000
068002	CLOTHING	1,000	979	1,000	1,000
068003	PROTECTIVE CLOTHING	1,000	518	1,000	1,000
068030	TOOLS	2,000	1,677	2,000	2,000
073000	OTHER IMPROVEMENTS	25,000	10,499	10,000	10,000
074000	MACHINERY AND EQUIPMENT	25,000	24,916	10,000	10,000
098104	INTEREST ON BOND, FROM PDA	-	-	-	-
		<b>723,351</b>	<b>593,809</b>	<b>630,923</b>	<b>563,550</b>

**LABORATORY PORTSMOUTH**  
51-751-670-55-181-491

011001	REGULAR SALARIES	58,099	17,460	58,918	57,830
014041	OVERTIME	8,726	10,938	8,726	10,000
022001	SOCIAL SECURITY	4,143	1,653	4,195	4,205
022501	MEDICARE	969	387	981	984
023001	RETIREMENT	7,197	3,067	7,558	7,577
039010	PROF/SERVICES-LAB TESTS	20,000	7,706	15,000	15,000
043001	REPAIRS-STRUCTURAL	3,500	-	3,500	3,500
043018	REPAIRS-EQUIPMENT	2,000	611	2,000	2,000
043028	MAINTENANCE	1,500	1,084	1,500	1,500
054050	TRAINING	50	-	-	-
062001	OFFICE SUPPLIES	600	488	-	-
062011	OPERATING SUPPLIES	11,000	10,984	11,000	14,000
074000	MACHINERY AND EQUIPMENT	7,000	10,953	5,000	9,500
075000	FURNITURE AND FIXTURES	2,500	3,400	2,500	-
		<b>127,284</b>	<b>68,731</b>	<b>120,878</b>	<b>126,096</b>

**LABORATORY PEASE**  
51-751-670-55-581-491

011001	REGULAR SALARIES	52,260	52,468	52,996	52,018
014041	OVERTIME	8,726	9,475	8,726	9,500
022001	SOCIAL SECURITY	3,781	3,812	3,828	3,814
022501	MEDICARE	884	892	895	892
023001	RETIREMENT	6,568	6,678	6,896	6,872
039010	PROF/SERVICES-LAB TESTS	20,000	3,424	15,000	15,000
043018	REPAIRS-EQUIPMENT	2,000	1,192	2,000	4,500
043028	MAINTENANCE	1,000	2,107	1,000	4,500
062011	OPERATING SUPPLIES	22,500	22,084	22,500	22,500
074000	MACHINERY AND EQUIPMENT	5,000	6,773	5,000	7,500
		<b>122,719</b>	<b>108,905</b>	<b>118,841</b>	<b>127,096</b>

**LIFT STATIONS PORTSMOUTH**  
51-751-670-51-141-491

011001	REGULAR SALARIES	63,011	23,980	63,898	62,719
014041	OVERTIME	16,076	6,873	7,500	7,500
022001	SOCIAL SECURITY	6,143	1,795	4,427	4,354
022501	MEDICARE	1,437	420	1,035	1,018
023001	RETIREMENT	10,672	3,324	7,975	7,843
031003	PROF SERVICES-SCADA	20,000	15,607	10,000	10,000
034103	TELEPHONE	600	540	600	600
041002	ELECTRICITY	103,118	84,454	103,118	70,000

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
041101	NATURAL GAS	5,729	7,746	5,729	5,729
041102	HEATING OIL	107	-	107	107
041103	PROPANE GAS	5,354	2,639	7,500	4,500
041205	WATER /SEWER FEES	6,500	6,531	6,000	6,000
041309	GRIT AND GREASE REMOVAL	1,250	-	500	500
043018	REPAIRS-EQUIPMENT	50,000	135,554	15,000	20,000
043025	REPAIRS-BLDINGS & GROUNDS	25,000	9,029	15,000	10,000
043028	MAINTENANCE	6,000	2,925	6,000	7,500
043032	GENERATOR MAINTENANCE	18,000	17,802	18,000	18,000
062011	OPERATING SUPPLIES	5,000	2,180	5,000	5,000
074000	MACHINERY AND EQUIPMENT	50,000	65,841	15,000	15,000
098102	INTEREST-BONDED DEBT	-	-	-	-
		<b>393,997</b>	<b>387,239</b>	<b>292,389</b>	<b>256,370</b>
<b>LIFT STATION MECHANIC STREET</b>					
<b>51-751-670-65-142-492</b>					
011001	REGULAR SALARIES	9,002	1,038	9,128	8,960
014041	OVERTIME	1,661	1,584	1,661	1,000
022001	SOCIAL SECURITY	661	157	669	618
022501	MEDICARE	155	37	156	144
023001	RETIREMENT	1,148	282	1,205	1,113
039054	PROF/SERVICES-CONTRACT	15,000	-	5,000	5,000
041002	ELECTRICITY	143,220	106,467	143,220	105,000
041101	NATURAL GAS	9,102	1,946	5,000	2,500
041205	WATER /SEWER FEES	-	20	-	-
043018	REPAIRS-EQUIPMENT	25,000	139,451	12,500	12,500
043025	REPAIRS-BLDINGS & GROUNDS	12,000	9,654	7,500	7,500
043028	MAINTENANCE	5,000	3,132	5,000	5,000
043031	SCADA EQUIPMENT	2,500	-	1,250	1,250
043032	GENERATOR MAINTENANCE	7,500	2,497	7,500	7,500
062011	OPERATING SUPPLIES	2,500	142	1,500	1,500
063601	DIESEL FUEL	2,000	-	2,500	2,500
063800	MATERIALS-CHEMICALS	-	-	-	-
073000	OTHER IMPROVEMENTS	10,000	1,240	5,000	5,000
074000	MACHINERY AND EQUIPMENT	7,500	-	7,500	7,500
		<b>253,949</b>	<b>267,645</b>	<b>216,289</b>	<b>174,585</b>
<b>LIFT STATION DEER STREET</b>					
<b>51-751-670-65-143-491</b>					
011001	REGULAR SALARIES	9,002	-	9,128	8,960
014041	OVERTIME	873	185	873	1,000
022001	SOCIAL SECURITY	612	11	620	618
022501	MEDICARE	143	3	145	144
023001	RETIREMENT	1,063	20	1,117	1,113
039054	PROF/SERVICES-CONTRACT	-	-	-	-
041002	ELECTRICITY	64,248	57,146	64,248	65,000
043018	REPAIRS-EQUIPMENT	15,000	14,645	7,500	7,500
043025	REPAIRS-BLDINGS & GROUNDS	2,000	550	1,000	2,500
043028	MAINTENANCE	5,000	-	5,000	5,000
043031	SCADA EQUIPMENT	2,500	-	1,000	1,000
043032	GENERATOR MAINTENANCE	600	2,519	600	600
062011	OPERATING SUPPLIES	2,000	-	2,000	2,000
063601	DIESEL FUEL	2,000	357	2,000	1,250
		<b>105,041</b>	<b>75,435</b>	<b>95,231</b>	<b>96,685</b>
<b>LIFT STATIONS PEASE</b>					
<b>51-751-670-65-541-491</b>					
011001	REGULAR SALARIES	9,002	-	9,128	8,960
014041	OVERTIME	3,866	67	3,866	1,000
022001	SOCIAL SECURITY	798	4	806	618
022501	MEDICARE	187	1	188	144
023001	RETIREMENT	1,386	7	1,452	1,113
041002	ELECTRICITY	5,354	3,531	5,354	4,000
041101	NATURAL GAS	3,212	1,338	2,500	1,500
041205	WATER /SEWER FEES	1,500	7,033	1,500	1,500
043018	REPAIRS-EQUIPMENT	5,000	107	3,500	3,500
043028	MAINTENANCE	1,000	383	750	750
043032	GENERATOR MAINTENANCE	-	288	-	-
062011	OPERATING SUPPLIES	-	-	-	-
074000	MACHINERY AND EQUIPMENT	-	8,756	-	-
074001	EQUIPMENT	-	-	-	-
		<b>31,305</b>	<b>21,515</b>	<b>29,044</b>	<b>23,085</b>

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED

**COLLECTION ADMINISTRATION PORTSMOUTH**  
**51-751-680-51-100-491**

011001	REGULAR SALARIES	180,334	183,586	180,005	189,374
012001	PART TIME SALARIES	5,871	-	5,871	5,871
014041	OVERTIME	17,392	3,680	17,392	17,000
022001	SOCIAL SECURITY	12,623	11,004	12,603	13,159
022501	MEDICARE	2,952	2,573	2,947	3,078
023001	RETIREMENT	21,295	20,524	22,049	23,052
034103	TELEPHONE	1,500	1,885	1,500	1,500
034104	CELLULAR PHONES	3,000	2,742	3,000	3,500
039054	PROF/SERVICES-CONTRACT	1,000	-	1,000	1,500
041305	HOUSEHOLD HAZARDOUS WASTE	20,000	16,376	20,000	20,000
041308	SLUDGE DISPOSAL	5,000	44,258	12,500	12,500
043018	REPAIRS-EQUIPMENT	7,500	11,628	7,500	12,500
043024	REPAIRS-VEHICLE	26,000	27,479	26,000	26,000
043025	REPAIRS-BLDINGS & GROUNDS	550	(673)	550	550
043028	MAINTENANCE	500	1,206	500	1,250
054003	STATE CERTIFICATION	25	-	100	100
054050	TRAINING	375	510	2,500	1,250
055050	PRINTING	-	-	-	-
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	-
061001	FIRST AID	200	395	200	200
062001	OFFICE SUPPLIES	350	1,513	350	350
062011	OPERATING SUPPLIES	1,900	7,525	2,500	6,250
065051	GROUNDSKEEPING-DIG SAFE	5,250	3,953	6,500	6,500
067001	BOOKS & PERIODICALS	50	-	150	150
068002	CLOTHING	5,000	2,021	5,000	5,000
068003	PROTECTIVE CLOTHING	500	72	500	750
068012	STOCK INVENTORY	-	(950)	-	-
068030	TOOLS	6,700	14,818	6,700	6,700
074000	MACHINERY AND EQUIPMENT	8,000	27,102	8,000	8,000
		<b>333,867</b>	<b>383,227</b>	<b>345,917</b>	<b>366,084</b>

**COLLECTION METERS PORTSMOUTH**  
**51-751-680-64-100-491**

011001	REGULAR SALARIES	93,853	-	93,682	96,529
014041	OVERTIME	-	-	-	-
022001	SOCIAL SECURITY	5,819	-	5,808	5,985
022501	MEDICARE	1,361	-	1,358	1,400
023001	RETIREMENT	10,108	-	10,464	10,782
039054	PROF/SERVICES-CONTRACT	7,500	13,781	7,500	7,500
043018	REPAIRS-EQUIPMENT	10,000	-	10,000	10,000
062011	OPERATING SUPPLIES	550	-	550	550
068016	MATERIALS	8,000	30,380	8,000	8,000
074000	MACHINERY AND EQUIPMENT	17,500	50	80,000	80,000
		<b>154,691</b>	<b>44,211</b>	<b>217,362</b>	<b>220,746</b>

**COLLECTION MAINS PORTSMOUTH**  
**51-751-680-67-100-491**

011001	REGULAR SALARIES	135,243	164,872	134,997	139,098
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	7,788	7,289	7,788	7,800
022001	SOCIAL SECURITY	8,868	9,780	8,853	9,108
022501	MEDICARE	2,074	2,287	2,070	2,130
023001	RETIREMENT	15,404	18,565	15,949	16,409
039052	PROF/SERV-CAPITAL OUTLAY	-	-	-	-
039054	PROF/SERVICES-CONTRACT	2,500	-	1,500	1,500
043018	REPAIRS-EQUIPMENT	500	5,058	500	3,500
043028	MAINTENANCE	250	26,100	7,500	15,000
044002	RENTAL OTHER EQUIPMENT	3,500	-	5,000	5,000
068016	MATERIALS	35,250	47,821	55,000	55,000
		<b>211,377</b>	<b>281,773</b>	<b>239,157</b>	<b>254,545</b>

		FY15	FY15	FY16	FY17
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
<b>COLLECTION-LATERALS PORTSMOUTH</b>					
<b>51-751-680-69-100-491</b>					
011001	REGULAR SALARIES	17,790	9,191	17,757	18,297
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	1,693	362	1,693	1,500
022001	SOCIAL SECURITY	1,208	554	1,206	1,227
022501	MEDICARE	282	130	282	287
023001	RETIREMENT	2,098	1,029	2,173	2,211
068016	MATERIALS	7,500	4,700	7,500	7,500
074000	MACHINERY AND EQUIPMENT	3,500	-	3,500	3,500
		<b>34,071</b>	<b>15,967</b>	<b>34,111</b>	<b>34,522</b>
<b>TOTAL SEWER DIVISION</b>		<b>9,960,619</b>	<b>9,463,893</b>	<b>10,864,068</b>	<b>10,298,740</b>
<b>CASH REQUIREMENTS ADJUSTMENTS</b>					
021802	OPEB EXPENSE	(21,791)	(21,791)	(21,791)	(21,791)
070000	CAPITAL OUTLAY	1,200,000	1,200,000	950,000	2,400,000
086001	DEPRECIATION	(1,908,325)	(1,908,325)	(2,100,000)	(2,000,000)
098001	PRINICIPAL-BONDED DEBT	3,565,799	3,565,799	3,595,593	3,795,593
098102	INTEREST-BONDED DEBT	405,414	405,414	(449,370)	7,912
099002	ROLLING STOCK	187,000	187,000	502,000	450,000
<b>Total Cash Requirements Adjustment</b>		<b>3,428,097</b>	<b>3,428,097</b>	<b>2,476,432</b>	<b>4,631,714</b>
<b>TOTAL CASH REQUIREMENTS SEWER</b>		<b>13,388,716</b>	<b>12,891,990</b>	<b>13,340,500</b>	<b>14,930,454</b>