



4.8

DEPARTMENT OF
UTILITIES

BUSINESS SERVICES

CITY OF SACRAMENTO
CALIFORNIA

5770 FREEPORT BLVD.
SUITE 100
SACRAMENTO, CA
95822-2911

PH 916-433-6318
FAX 916-433-6652

May 31, 1994

APPROVED
BY THE CITY COUNCIL

JUN 14 1994

OFFICE OF THE
CITY CLERK

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: PROPOSED WATER RATES FOR FISCAL YEAR 1994-95

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolution and approve an increase of 8% in the water user fees to be effective July 1, 1994.

CONTACT PERSON: Philip McAvoy, Administrative Analyst 433-6386

FOR COUNCIL MEETING OF: June 14, 1994

SUMMARY

This report recommends the adoption of an 8% increase in water service rates, effective July 1, 1994. This rate increase is to support a growing Capital Improvement Program. It will enable the City to plan and implement a comprehensive infrastructure program aimed at achieving the City's long term goals for water service to enhance and protect the quality of life of City residents.

COMMITTEE/COMMISSION ACTION: None.

BACKGROUND INFORMATION

The Water Fund is an enterprise fund that supports water production and infrastructure maintenance, the water distribution system, related engineering services, the City-County Office of Metropolitan Water Planning (CCOMWP), customer services and a growing capital improvement program. Revenues in this fund are derived primarily from user fees; development fees are also an important source of revenue. The major factor affecting the financial condition of the fund for FY 1994-95 is an \$8.4 million increase in the capital improvement program, primarily to establish the treatment plant capacity expansion reserve (\$5.6 million) and continued seismic retrofit of the City's elevated storage reservoirs (\$2.2 million).

The major issues facing the water enterprise continue to be the expansion of both the City's water treatment capacity and the water distribution system as well as support for long term regional planning. Four major components of water planning are surface water entitlements, groundwater use, water conservation, and conjunctive use. The first two are critical elements for water use; the second two are also important elements in the development of a successful, comprehensive water program. In the spirit of cooperation, the department has also agreed to extend its discounted City park irrigation rate to two State Historic Parks, Sutter's Fort and the Governor's Mansion.

Goals for the Water Utility. The specific goals for this utility for FY 1994-95 are outlined below.

- Support the City Council's six major priorities as cited in the City's FY 1994-95 Proposed Budget.
- Improve opportunities for Affirmative Action and youth hiring.
- Provide a safe, reliable and environmentally sensitive water supply.
- Ensure uninterrupted service through attention to daily operations and maintenance.

City Council
May 31, 1994
PROPOSED WATER RATES FOR FISCAL YEAR 1994-95

- Plan for an ongoing comprehensive infrastructure maintenance and improvement program.
- Comply with regulatory authority.
- Keep utility rate increases to a minimum while meeting the City's long and short-term infrastructure needs
- Increase efficiency through flattening and altering the span of control

The Department proposes to address these challenges by maintaining a status quo operating budget and prudent contingency reserve while increasing the capital improvement budget through an increase in water service fees.

The Water Fund's overall operating budget will remain essentially the same from the FY 1993-94 budget. However, the fund's budget is proposing a shifting of resources within the operating budget to implement the Department's Affirmative Action Plan and to cover the increased waste disposal fees relating to the closing of the City landfill. In connection with its Affirmative Action Plan, the Department is requesting an additional 5.5 FTE in the Water Fund for three half-time utility service aides, two water and sewer service worker apprentices, and two plant operator career development trainees (CDT). The cost for these positions will be absorbed within the fund's current operating budget primarily by eliminating one management position, the Assistant Director of Utilities. See Attachment B for a complete description of the Department's Affirmative Action Plan.

The Capital Improvement Program is proposed to increase from \$3.7 to \$12.1 million. Of the \$12.1 million proposed for FY 95, \$5.6 million is proposed to establish a reserve for treatment capacity expansion. Over the next five years, the City must expand its water diversion and treatment capacity in order to meet increased demands projected to occur within the City's authorized place of use. The cost of expanding the City's water diversion and treatment capacity is currently estimated to range from \$50 million to \$125 million. By proposing modest increases in rates now, a sufficient revenue base can be established that will support the necessary cost of borrowing in the future, avoid double-digit rate increases, and maintain the fiscal integrity of the fund.

City Council
 May 31, 1994
 PROPOSED WATER RATES FOR FISCAL YEAR 1994-95

Five Year Water Fund Projections The long range outlook for this utility is for increasing expenditures in the capital improvement program, both for treatment capacity expansion and for other infrastructure maintenance or expansion projects. It is anticipated that annual rate increases will be required to provide the resources to accomplish this work. Table One below provides the revenue and expenditure projections for the Water Fund for the next five years and reflects the rate increases which will be needed to support this level of effort.

TABLE ONE: WATER FUND FIVE YEAR PROJECTION*

FIVE YEAR PROJECTION:	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99
Rate Increase Projected	8%	8%	8%	8%	8%
BEGINNING FUND BALANCE					
	6,453	4,711	4,811	3,925	4,999
REVENUES/OTHER SOURCES					
Revenue & Development Fees	28,520	30,924	33,812	36,925	40,354
Revenue Due to Fee Increase	1,996	2,177	2,386	2,629	2,896
Bond Proceeds	0	0	0	40,000	40,000
Subtotal Rev/Other Sources:	30,516	33,101	36,198	79,554	83,250
EXPENDITURES					
Operating Budget	18,714	19,538	20,427	21,374	22,383
Debt Service	1,437	1,411	1,388	5,384	9,384
CIP Budget	12,107	12,052	15,269	51,722	52,583
Subtotal Expenditures:	32,258	33,001	37,084	78,480	84,350
ENDING FUND BALANCE					
	4,711	4,811	3,925	4,999	3,899

*Dollars expressed in thousands.

City Council
 May 31, 1994
 PROPOSED WATER RATES FOR FISCAL YEAR 1994-95

The rate projections depicted in Table One account for the effects of inflation (0% in FY 1994-95, 3% in the out years) and minimal account growth of 1% to 2% annually for the next five years.

ENVIRONMENTAL DETERMINATION: Not applicable

FINANCIAL CONSIDERATIONS

A breakdown of what the proposed typical monthly residential water user charge pays for is shown in Table Two below.

TABLE TWO: COMPONENTS OF WATER CHARGES		
Program	Current 1993-94	Proposed 1994-95
Water Production Operations and Maintenance	\$3.10	\$3.27
Water Distribution	2.24	2.51
Debt Service	0.65	0.65
Customer Service, Administration, Retiree Payments	0.96	0.96
Central Support Costs	1.83	1.39
Approved Capital Improvement Projects	1.59	4.93
Contingency Reserve	1.62	(0.76)
TOTAL	\$11.99	\$12.95

City Council
 May 31, 1994
 PROPOSED WATER RATES FOR FISCAL YEAR 1994-95

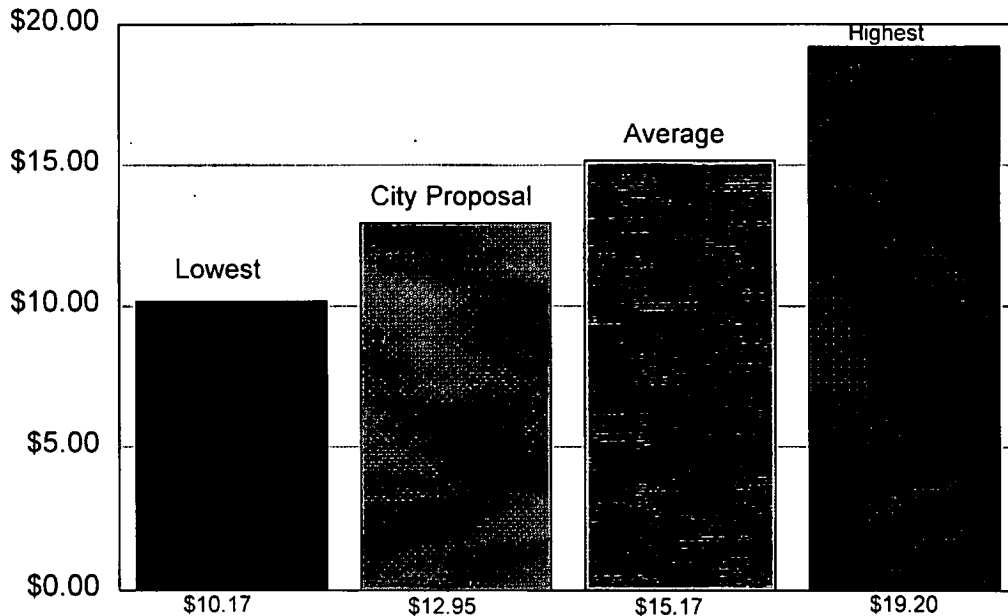
The effect of the proposed fee adjustments on the typical residential and commercial customer is shown in Table Three.

TABLE THREE: TYPICAL WATER SERVICE CHARGES				
Category	Current	Proposed	\$ Change	% Increase
Single Family Residence (6-9 room house)	11.99	12.95	\$.96	8%
Metered Account (per 100 Cubic feet)	.4735	.5114	\$.0379	8%

Attachment A shows the proposed changes in all rate categories. Figure 1 below places the City's proposed water user fee in perspective with those of other Northern California jurisdictions.

Figure 1

NORTHERN CALIFORNIA 1994 MONTHLY WATER RATES



Source: Ernst and Young 1994 National Water & Wastewater Rate Survey

City Council
May 31, 1994
PROPOSED WATER RATES FOR FISCAL YEAR 1994-95

The proposed increase in water rates is expected to generate \$1,995,600 in additional revenue to the Water Fund. Total revenue from the water user fees is expected to be \$27,210,000.

POLICY CONSIDERATIONS

Sacramento City Code, Section 47.300 allows the City Council to establish water rates by resolution. The proposed 8% rate increase will be used to continue implementing the City's vision of maintaining a healthy water supply system in conjunction with a comprehensive infrastructure maintenance and expansion program.

In the Water Fund, 96% of the operating expenditures for FY95 are tied directly to the amount of water supplied. As such, these expenditures are "fixed" and cannot be reduced without negatively impacting public health and safety. Therefore, if the City Council wishes to reduce or eliminate the proposed rate increase, up to \$2.0 million would be eliminated from the Capital Improvement Program.

MBE/WBE


Not applicable. There are no goods or services being purchased as a direct result of this action.

Respectfully submitted,



Jim Sequeira
Director of Utilities

RECOMMENDATION APPROVED:



William H. Edgar
City Manager

APPROVED:



Robert P. Thomas
Deputy City Manager

RESOLUTION AMENDING THE CITY OF SACRAMENTO FEE AND CHARGE REPORT TO ESTABLISH WATER SERVICE FEES AND CHARGES PURSUANT TO SECTION 47.300 OF THE SACRAMENTO CITY CODE

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. That the City of Sacramento Fee and Charge Report is hereby amended to include the following water service, connection, development, and miscellaneous fees and charges to be effective on July 1, 1994.

	RATE CODE	FY93/94 RATE	PROPOSED RATE
I. WATER USE RATES, MONTHLY DOMESTIC			
Single-family residence:	100		
1-3 rooms		8.47	9.15
4-5 rooms		11.03	11.91
6-9 rooms		11.99	12.95
10-15 rooms		13.85	14.96
Over 15, each additional room		0.97	1.05
Multiple-family residences (for each family dwelling unit in a multiple family residence)	101		
1-3 rooms		6.40	7.01
4-5 rooms		8.32	8.99
6-7 rooms		10.14	10.95
8-9 rooms		11.99	12.95
10-15 rooms		13.85	14.96
Over 15, each additional room		0.97	1.05
Lot Irrigation, per Water Service Tap	102	16.89	18.24
II. WATER USE RATES, MONTHLY COMMERCIAL			
Bakery, first 1,000 sq. ft. of gross floor area or fraction thereof	130	23.54	25.42
Each additional 1,000 sq. ft. or fraction thereof		15.47	16.71
Barber Shop or Beauty Parlor, first 1,000 sq. ft. of gross floor area or fraction thereof	131	11.79	12.73
Each additional 1,000 sq. ft. or fraction thereof		7.59	8.20
Bowling Alley, first 1,000 sq. ft. of gross floor area or fraction thereof	131	11.79	12.73
Each additional 1,000 sq. ft. or fraction thereof		7.59	8.20
Cemetery, for the irrigation season, first 1,000 sq. ft. or fraction thereof	132	21.60	23.33
Each additional 1,000 sq. ft. or fraction thereof		1.72	1.86

	RATE CODE	FY93/94 RATE	PROPOSED RATE
Dining Facilities (including restaurant, cafeteria, cafe, bar)			
first 1,000 sq. ft. of gross floor area or fraction thereof	133	23.45	25.33
Each additional 1,000 sq. ft. or fraction thereof		45.47	16.71
Drug Store, first 1,000 sq. ft. of gross floor area or fraction thereof	134	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.83	5.22
Fire Hydrant Service Charge			
Wharf Hydrant	135	4.56	4.92
Standard Hydrant	136	44.26	12.16
Furniture Store, first 1,000 sq. ft. of gross floor area or fraction thereof	137	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.49	1.29
Garage, first 1,000 sq. ft. of gross floor area or fraction thereof	137	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.49	1.29
Halls (including lodge and auditorium), first 1,000 sq. ft. of gross floor area or fraction thereof	134	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.83	5.22
Hotel, Rest or Convalescent Homes, first 10 sleeping rooms or fraction thereof	138	24.60	23.33
Over 10 sleeping rooms, each additional sleeping room		4.72	1.86
Laundry, first 1,000 sq. ft. of gross floor area or fraction thereof	139	46.87	50.62
Each additional 1,000 sq. ft. or fraction thereof		29.82	32.21
Market, first 1,000 sq. ft. of gross floor area or fraction thereof	131	44.79	12.73
Each additional 1,000 sq. ft. or fraction thereof		7.59	8.20
Mortuary, first 1,000 sq. ft. of gross floor area or fraction thereof	134	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.83	5.22
Motel, first 10 sleeping rooms or fraction thereof	138	24.60	23.33
Each additional sleeping room over 10		4.72	1.86
Office Building, first 1,000 sq. ft. of gross floor area or fraction thereof	140	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		3.67	3.96
Park (not municipal), for irrigation season, first 1,000 sq. ft. or fraction thereof	132	24.60	23.33
Each additional 1,000 sq. ft. or fraction thereof		4.72	1.86
Religious Worship, including the building used exclusively for religious worship and any other building used for religious activities, first 1,000 sq. ft. of gross floor area or fraction thereof	141	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.99	2.15
School, first 100 pupils or fraction thereof	142	20.83	22.50
Each additional 100 pupils or fraction thereof		46.23	17.53

	RATE CODE	FY93/94 RATE	PROPOSED RATE
Service Station (no wash racks) and Used Car Lots:			
tap size to City main: 3/4"	143	44.79	12.73
1"	144	45.47	16.71
1 1/2"	145	25.26	27.28
2"	146	43.49	46.65
Store, first 1,000 sq. ft. of gross floor area or fraction thereof	134	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.83	5.22
Theater, first 1,000 sq. ft. of gross floor area or fraction thereof	131	44.79	12.73
Each additional 1,000 sq. ft. or fraction thereof		7.59	8.20
Warehouse, first 1,000 sq. ft. of gross floor area or fraction thereof	137	40.85	11.72
Each additional 1,000 sq. ft. or fraction thereof		4.49	1.29
Minimum Rate: In no case shall a commercial flat-rate be less than:		40.85	11.72

III. SPECIAL WATER USE RATES, MONTHLY

Air Conditioning System:

Monthly demand charge (system without water conservation devices) per ton of capacity for each month of the air conditioning season of 5 months. 7.20 7.78

For systems on flat-rate service the following charge will apply for each month during the air conditioning season, per ton of system capacity

With Water Conservation Device	161	4.65	1.78
Without Water Conservation Device	162	25.30	27.32

Evaporative coolers (commercial establishments) - for units on flat rate service the following charges will apply for each month during the air conditioning season, per 1,000 cubic feet per minute unit capacity.

With Water Conservation Device	163	0.95	1.03
Without Water Conservation Device	164	2.59	2.80

Refrigeration Systems:

For systems on flat-rate service, the following charges will apply for each month during the year, per compressor horsepower.

With Water Conservation Device	165	4.76	1.90
Without Water Conservation Device	166	46.55	17.87

Dining Facility, (including restaurant, cafeteria, cafe, kitchen, bar)
 each 1,000 sq. ft. of gross floor area or fraction thereof

169 42.70 13.72

Gymnasium, each shower head

178 5.73 6.19

Hydraulically-operated elevator

With Water Conservation Device	179	9.06	9.78
Without Water Conservation Device	180	50.46	54.50

	RATE CODE	FY93/94 RATE	PROPOSED RATE
Irrigation: Supplemental (Commercial)	170		
0 - 10,000 sq. ft. (net irrigable area)		0.00	0.00
over 10,000 sq. ft. (net irrigable area), each additional 1,000 sq. ft.		1.72	1.86
Irrigation: Supplemental (Domestic)	170		
0 - 13,000 sq. ft. (gross lot area)		0.00	0.00
over 13,000 sq. ft. (gross lot area), each additional 1,000 sq. ft.		1.72	1.86
Private Fire Protection			
Tap size to City main:			
0 - 2"	171	7.20	7.78
3"	172	10.85	11.72
4"	173	14.41	15.56
6"	174	21.60	23.33
8"	175	28.84	31.11
10"	176	36.04	38.89
12"	177	43.19	46.65
Swimming Pool, non-residential (where pool is not principal function of said establishment)			
Under 300 cu. ft. fill & draw, per 100 cu. ft.	168	0.00	0.00
Over 300 cu. ft. fill & draw, per 100 cu. ft.		2.20	2.38
Under 300 cu. ft. per 100 cu. ft., filtered	167	0.00	0.00
Over 300 cu. ft. per 100 cu. ft., filtered		0.43	0.46

IV. MONTHLY METERED WATER USE, PER 100 CUBIC FEET

A.	For irrigation of landscaping on parks which are owned and operated by the City of Sacramento and are open to the general public, and for irrigation of landscaping at the Governor's Mansion State Historic Park and Sutter's Fort State Historic Park, provided that a turf audit is submitted to the Department of Utilities once every three (3) years, or at such time sooner as may be required by any individual user's case by the Department of Utilities:		
	Per 100 cubic feet:	0.2763	0.2984
	Minimum charges and quantity allowance are the same as below.		
B.	For all other metered water services:	Per 100 cubic feet:	0.4736 0.5115
	Quantity of water:		
	first 25,000 cu. ft.	0.4736	deleted
	over 25,000 cu. ft.	0.4545	deleted

RATE CODE	FY93/94 RATE	PROPOSED RATE
--------------	-----------------	------------------

For metered service, minimum charges and quantity allowance are as follows

<u>Metered Size</u>	Quantity of water allowed <u>without additional payment</u>			
5/8" x 3/4"	1,500 cu. ft.	150	7.20	7.67
3/4"	2,100 cu. ft.	151	10.07	10.74
1"	2,700 cu. ft.	152	12.70	13.81
1 1/2"	4,600 cu. ft.	153	21.60	23.53
2"	7,600 cu. ft.	154	36.04	38.87
3"	15,300 cu. ft.	155	72.04	78.26
4"	27,000 cu. ft.	156	126.10	138.10
6"	57,000 cu. ft.	157	252.03	291.55
8"	108,000 cu. ft.	158	450.14	552.41
10"	158,000 cu. ft.	159	630.20	808.15
12"	218,000 cu. ft.	160	900.17	1,115.04

V. INSTALLATION CHARGES - WATER TAP

<u>Nom. Dia</u>	CURRENT Streets <u>and Alleys</u>	CURRENT <u>Easements</u>	CURRENT Metered <u>(add)</u>
1"	739.00	192.00	349.00
1-1/2"	795.00	275.00	522.00
2"	1,106.00	461.00	601.00
3"	N/A	N/A	1,106.00
4"	1,846.00	961.00	1,438.00
6"	2,019.00	1,241.00	2,214.00
8"	2,542.00	1,630.00	4,243.00
10"	3,006.00	2,028.00	5,146.00

INSTALLATION CHARGES - METERS

<u>SIZE</u>	<u>METER COST</u>	INSTALLED BY <u>CITY (ADD)</u>	RESIDENTIAL <u>METER ONLY</u>
1"	NA	349.00 (inc. mtr)	150.00
1-1/2"	NA	522.00 (inc. mtr)	NA
2"	NA	601.00 (inc. mtr)	NA
3"	275.00	831.00	NA
4"	445.00	993.00	NA
6"	1,066.00	1,148.00	NA
8"	3,046.00	1,197.00	NA
10"	3,700.00	1,446.00	NA

FY93/94 RATE	PROPOSED RATE
-----------------	------------------

VI. WATER SERVICE FEE

Restoration of service following discontinuance	60.92	75.00
Vacancy credit service fee	34.96	37.76

VII. WATER MAIN CONSTRUCTION CHARGE - Full Cost Recovery

When costs not recorded, charge per linear foot	4.62	4.99
---	-----------------	------

	FY93/94 RATE	PROPOSED RATE
VIII. WATER SYSTEM DEVELOPMENT FEE		
Water Service or Meter Size, Inches:		
3/4"	1,384.00	1,439.00
1"	1,730.00	1,799.00
1-1/4"	2,595.00	2,698.00
1-1/2"	3,461.00	3,598.00
2"	5,537.00	5,757.00
3"	10,382.00	10,794.00
4"	17,303.00	17,990.00
6"	34,606.00	35,980.00
8"	55,370.00	57,568.00
10"	70,594.00	82,754.00
Non-Residential		
In addition to the above fee based on size, this fee per acre will be charged as shown at right:	2,884.00	2,998.00
Acreage is based on parcel size, not developed area.		
IX. REPLACEMENT OF LOST OR DAMAGED WATER LOCK BOX		
Water lock box removed	54.00	58.00
Water lock box removed and chain cut	84.00	85.00
Water lock box removed and lock missing	84.00	85.00
Water lock box, chain, and lock missing	108.00	116.00
X. FIRE HYDRANT USE FEE		
A. Limited Periodic Use - Service Charge		
1 - 10 days	23.76	26.00
11 - 30 days	62.64	68.00
31 - 60 days	123.12	133.00
B. Water Truck Use - Annual Fee		
Truck Capacity -		
1,000 gallons or less	123.12	130.00
2,000 gallons	247.32	265.00
3,000 gallons or more	370.44	400.00
C. Installation		
Standard Complete (Residential)		2,900.00
Double Pumper Complete (Commercial)		3,400.00
D. Damage to fire hydrant: Full-Cost Recovery		



Attachment B

**DEPARTMENT OF
UTILITIES**

BUSINESS SERVICES

CITY OF SACRAMENTO
CALIFORNIA

5770 FREEPORT BLVD.
SUITE 100
SACRAMENTO, CA
95822-2911

PH 916-433-6318
FAX 916-433-6652

March 15, 1994

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Affirmative Action Plan Concept, Department of Utilities

LOCATION AND COUNCIL DISTRICT: City Wide

RECOMMENDATION

Staff recommends that the City Council approve the Department's Affirmative Action Plan in concept.

CONTACT PERSON: Kathy Mullen, Administrative Services Officer (433-6609)

FOR COUNCIL MEETING OF: March 29, 1994

SUMMARY

This report requests that the City Council approve the Department of Utilities Affirmative Action Plan in concept. If this plan is approved, the Department will return to the Council during the budget hearings to request additional positions and funding to implement the plan.

City Council
Department of Utilities-Affirmative Action Plan Concept
March 15, 1994

COMMITTEE/COMMISSION ACTION

This report was reviewed by the Personnel and Public Employees Committee on March 22, 1994. It was presented to the Affirmative Action Advisory Committee March 9, 1994.

BACKGROUND INFORMATION

The City Council has established goals for 1994 that include providing positive alternatives for City youth and inclusiveness for City residents and employees. With a view toward these goals, the Department of Utilities has completed an analysis of its work force diversity and has found only two cases department-wide where minority employment has achieved parity with the City population. These are in the employment of Hispanic males and Native American males. Not surprisingly, Caucasian males also exceed parity goals. For males of all other minority groups as well as for females of every group, the Department's employment statistics are well below the parity goals established by the City Council.

Current Efforts to Increase Work Force Diversity. The Department of Utilities is committed to developing a fully diversified and fully empowered work force. In the past year, the Utilities Department has hired or promoted 20 minorities and females out of a total 43 opportunities. Many of these hiring decisions involved City employees who were facing layoff. Through already existing programs, apprentice or career development trainee status was offered to those who did not meet the minimum qualifications for their positions. Additionally, the Department is currently engaged in a selective recruitment for two superintendent positions in the Plant Services Division. However, the annual vacancy rate has been very low, less than 3% of authorized positions. Therefore, we are proposing additional efforts to diversify the work force which will also have the effect of providing positive youth alternatives as well as inclusiveness for City residents.

Increasing Diversity Through Outreach to Youth. In order to accomplish the diversity goal, the Department is investigating the feasibility of an innovative plan aimed at hiring minorities and grooming them, along with existing staff, for advancement through the full range of occupational categories. This plan is multifaceted. It involves working with local school districts to determine if mutual benefits can be obtained by employing high school students under the Regional

City Council
Department of Utilities-Affirmative Action Plan Concept
March 15, 1994

Occupation Program (ROP). A second facet involves working with the Minority Engineering Program (MEP) at California State University, Sacramento (CSUS) for the purpose of providing "real world" experience to engineering students. The Department already has in place programs to offer apprenticeships to under-qualified but motivated persons. We also offer Career Development Trainee (CDT) status to those who are within one year of meeting the minimum qualifications for a full time position. And we have a 0.5 FTE student trainee position in the Engineering Services Division which is used to train student engineers.

In order to provide positive alternatives to the City's youth and to accelerate the diversification of the work force, the Department will be prepared to request, as part of the 1994-95 budget cycle, that additional part-time and full-time positions be authorized for the specific purpose of recruiting minorities, females, and the disabled into the Department's work force. This assumes that discussions with the school districts and CSUS prove fruitful and beneficial for all.

Any new positions authorized for the affirmative action program would be dedicated for the employment of minority and female students. The Utilities Department is working in cooperation with the Human Resources Department to develop appropriate class specifications and salary schedules for ROP students. The plan calls for them to advance, upon graduation, to full time apprentice status (for those classifications under the Plumbers and Pipefitters Union) or to full time CDT status (for those classifications under the jurisdiction of the Plant Operators Unit of Local 39). These former ROP students would continue to advance through the training program applicable to their career goals until they achieved full career status as a City employee. Students hired under the MEP program would be utilized as student trainees during their internship with the City. They would not be guaranteed a full time engineering position with the City upon graduation.

In order to assure the success of the program, the Utilities Department would train and assign mentors to new hires. These mentors would be carefully chosen from among existing employees for their ability to establish rapport, to serve as a role model, and to provide guidance to the mentee. Mentors would be available to support the candidates through the entire process to full time career employment, or until graduation, in the case of MEP students.

The Department would like to establish a program which is large enough to effect real progress toward achieving diversity, while keeping it at a manageable level. A

City Council
 Department of Utilities-Affirmative Action Plan Concept
 March 15, 1994

successful program will also require a major investment of time and financial resources from current Utilities staff . With these two opposing factors in mind, the Department is prepared to propose 12.5 additional FTE for affirmative action purposes. The distribution of these positions among the Engineering Services, Field Services, and Plant Services Divisions is shown in the table below.

PROPOSED ADDITIONAL FTE						
ORG	ROP	APPRENTICE PROGRAM	CDT	MEP	STUDENT TRAINEE	ORG TOTALS
Engineering Services				1.5	0.5	2.0
Field Services	1.5	6.0				7.5
Plant Services	1.0		2.0			3.0
Program Totals	2.5	3.0	5.0	1.5	0.5	12.5

Increasing Existing Work Force Diversity By Enhancing Promotion Opportunities.

The second Departmental goal is to field a well trained and fully empowered work force. This also is integrally linked to the diversity issue. At present, only the Service Maintenance Occupational Category has reached parity for any minority group (Hispanic males). Other categories, such as Skilled Crafts, Technicians, Clerical, Supervisory, Professional and Exempt, are farther from parity. Positions in the Supervisory Category are filled almost exclusively from within. In order to improve opportunities for existing personnel to move up and enter these categories, the Department is embarking upon a training plan and a career development plan to enhance the skills and promotability of its existing staff.

The Training Plan is aimed at improving the quality of the work force overall, improving efficiency and effectiveness, and complying with state and federal regulations. The Department offers training in technical, safety, managerial, supervisory, leadership, and diversity subjects. In the coming year, we plan to

City Council
Department of Utilities-Affirmative Action Plan Concept
March 15, 1994

improve our employee orientation training. Professional conferences and networking are also supported.

In the fall of 1993, the Department convened The Diversity Task Force. Twenty-five Utilities employees representing all occupational categories sat on this panel. After five meetings covering various topics related to affirmative action, including the training area, The Task Force recommended additional training in leadership and supervisory skills, diversity issues, and technical and safety skills.

The career development plan provides the opportunity for individuals to direct the path of their own career by gaining job experience (through rotation, for instance) or by taking courses they are interested in. Such course work may be City sponsored, including in-house or outside training, and it may be vocational or college course work reimbursed through tuition assistance.

ENVIRONMENTAL DETERMINATION

Not Applicable

FINANCIAL CONSIDERATIONS

Full and complete financial details will be presented to the City Council later this year during the budget hearings. A preliminary analysis of the funding requirements suggest that the costs for employee services will total approximately \$300,000 and will be split fairly evenly among the three utility enterprise funds, water, sewer, and storm drainage. There will be additional costs for uniforms, tools, new hire training and mentor training.

The Department will delete one position, the Assistant Director, currently funded at \$92, 517, to help offset the cost of this program. In December 1993, the Utilities Department deleted two management positions totalling \$169,538. Together, these reductions yield a savings in the Department of \$262,055. Additionally, through the assistance of the Human Resources Department, we plan to apply for a grant from SETA of \$35,000.

City Council
Department of Utilities-Affirmative Action Plan Concept
March 15, 1994

POLICY CONSIDERATIONS

The Department of Utilities' Affirmative Action Plan directly supports the City Council's stated goals of providing positive alternatives for youth and inclusiveness for all City residents and employees.

MBA/WBE

Not Applicable. No goods or services are being purchased

Respectfully submitted,

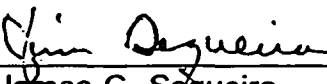


Kathy Myllen
Administrative Services Officer

RECOMMENDATION APPROVED:

APPROVED:

William H. Edgar
City Manager



James G. Sequeira
Director of Utilities

94-382

~~94-382~~ as amended

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

RESOLUTION AMENDING THE CITY OF SACRAMENTO FEE AND CHARGE REPORT TO ESTABLISH WATER SERVICE FEES AND CHARGES PURSUANT TO SECTION 47.300 OF THE SACRAMENTO CITY CODE

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. That the City of Sacramento Fee and Charge Report is hereby amended to include the following water service, connection, development, and miscellaneous fees and charges to be effective on July 1, 1994.

	RATE CODE	RATE
I. WATER USE RATES, MONTHLY DOMESTIC		
Single-family residence:		
1-3 rooms	100	9.15
4-5 rooms		11.91
6-9 rooms		12.95
10-15 rooms		14.96
Over 15, each additional room		1.05
Multiple-family residences (for each family dwelling unit in a multiple family residence)	101	
1-3 rooms		7.01
4-5 rooms		8.99
6-7 rooms		10.95
8-9 rooms		12.95
10-15 rooms		14.96
Over 15, each additional room		1.05
Lot Irrigation, per Water Service Tap	102	18.24
II. WATER USE RATES, MONTHLY COMMERCIAL		
Bakery, first 1,000 sq. ft. of gross floor area or fraction thereof	130	25.42
Each additional 1,000 sq. ft. or fraction thereof		16.71
Barber Shop or Beauty Parlor, first 1,000 sq. ft. of gross floor area or fraction thereof	131	12.73
Each additional 1,000 sq. ft. or fraction thereof		8.20
Bowling Alley, first 1,000 sq. ft. of gross floor area or fraction thereof	131	12.73
Each additional 1,000 sq. ft. or fraction thereof		8.20
Cemetery, for the irrigation season, first 1,000 sq. ft. or fraction thereof	132	23.33
Each additional 1,000 sq. ft. or fraction thereof		1.86

APPROVED
 BY THE CITY COUNCIL

JUN 14 1994

 OFFICE OF THE
 CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

	<u>RATE CODE</u>	<u>RATE</u>
Dining Facilities (including restaurant, cafeteria, cafe, bar)		
first 1,000 sq. ft. of gross floor area or fraction thereof	133	25.33
Each additional 1,000 sq. ft. or fraction thereof		16.71
Drug Store, first 1,000 sq. ft. of gross floor area or fraction thereof	134	11.72
Each additional 1,000 sq. ft. or fraction thereof		5.22
Fire Hydrant Service Charge		
Wharf Hydrant	135	4.92
Standard Hydrant	136	12.16
Furniture Store, first 1,000 sq. ft. of gross floor area or fraction thereof	137	11.72
Each additional 1,000 sq. ft. or fraction thereof		1.29
Garage, first 1,000 sq. ft. of gross floor area or fraction thereof	137	11.72
Each additional 1,000 sq. ft. or fraction thereof		1.29
Halls (including lodge and auditorium), first 1,000 sq. ft. of gross floor area or fraction thereof	134	11.72
Each additional 1,000 sq. ft. or fraction thereof		5.22
Hotel, Rest or Convalescent Homes, first 10 sleeping rooms or fraction thereof	138	23.33
Over 10 sleeping rooms, each additional sleeping room		1.86
Laundry, first 1,000 sq. ft. of gross floor area or fraction thereof	139	50.62
Each additional 1,000 sq. ft. or fraction thereof		32.21
Market, first 1,000 sq. ft. of gross floor area or fraction thereof	131	12.73
Each additional 1,000 sq. ft. or fraction thereof		8.20
Mortuary, first 1,000 sq. ft. of gross floor area or fraction thereof	134	11.72
Each additional 1,000 sq. ft. or fraction thereof		5.22
Motel, first 10 sleeping rooms or fraction thereof	138	23.33
Each additional sleeping room over 10		1.86
Office Building, first 1,000 sq. ft. of gross floor area or fraction thereof	140	11.72
Each additional 1,000 sq. ft. or fraction thereof		3.96
Park (not municipal), for irrigation season, first 1,000 sq. ft. or fraction thereof	132	23.33
Each additional 1,000 sq. ft. or fraction thereof		1.86
Religious Worship, including the building used exclusively for religious worship and any other building used for religious activities, first 1,000 sq. ft. of gross floor area or fraction thereof	141	11.72
Each additional 1,000 sq. ft. or fraction thereof		2.15
School, first 100 pupils or fraction thereof	142	22.50
Each additional 100 pupils or fraction thereof		17.53

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

21

	<u>RATE</u>	<u>RATE</u>
	<u>CODE</u>	
Service Station (no wash racks) and Used Car Lots:		
tap size to City main:	3/4"	143 12.73
	1"	144 16.71
	1 1/2"	145 27.28
	2"	146 46.65
Store, first 1,000 sq. ft. of gross floor area or fraction thereof	134	11.72
Each additional 1,000 sq. ft. or fraction thereof		5.22
Theater, first 1,000 sq. ft. of gross floor area or fraction thereof	131	12.73
Each additional 1,000 sq. ft. or fraction thereof		8.20
Warehouse, first 1,000 sq. ft. of gross floor area or fraction thereof	137	11.72
Each additional 1,000 sq. ft. or fraction thereof		1.29
Minimum Rate: In no case shall a commercial flat-rate be less than:		11.72
 III. SPECIAL WATER USE RATES, MONTHLY		
Air Conditioning System:		
Monthly demand charge (system without water conservation devices) per ton of capacity for each month of the air conditioning season of 5 months.		7.78
For systems on flat-rate service the following charge will apply for each month during the air conditioning season, per ton of system capacity		
With Water Conservation Device	161	1.78
Without Water Conservation Device	162	27.32
Evaporative coolers (commercial establishments) - for units on flat rate service the following charges will apply for each month during the air conditioning season, per 1,000 cubic feet per minute unit capacity.		
With Water Conservation Device	163	1.03
Without Water Conservation Device	164	2.80
Refrigeration Systems:		
For systems on flat-rate service, the following charges will apply for each month during the year, per compressor horsepower.		
With Water Conservation Device	165	1.90
Without Water Conservation Device	166	17.87
Dining Facility, (including restaurant, cafeteria, cafe, kitchen, bar) each 1,000 sq. ft. of gross floor area or fraction thereof	169	13.72
Gymnasium, each shower head	178	6.19
Hydraulically-operated elevator		
With Water Conservation Device	179	9.78
Without Water Conservation Device	180	54.50

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

22

		RATE <u>CODE</u>	<u>RATE</u>
Irrigation: Supplemental (Commercial)		170	
0 - 10,000 sq. ft. (net irrigable area)			0.00
over 10,000 sq. ft. (net irrigable area), each additional 1,000 sq. ft.			1.86
 Irrigation: Supplemental (Domestic)		 170	
0 - 13,000 sq. ft. (gross lot area)			0.00
over 13,000 sq. ft. (gross lot area), each additional 1,000 sq. ft.			1.86
 Private Fire Protection	Tap size to City main:		
	0 - 2"	171	7.78
	3"	172	11.72
	4"	173	15.56
	6"	174	23.33
	8"	175	31.11
	10"	176	38.89
	12"	177	46.65
 Swimming Pool, non-residential (where pool is not principal function of said establishment)			
Under 300 cu. ft. fill & draw, per 100 cu. ft.		168	0.00
Over 300 cu. ft. fill & draw, per 100 cu. ft.			2.38
 Under 300 cu. ft. per 100 cu. ft., filtered		167	0.00
Over 300 cu. ft. per 100 cu. ft., filtered			0.46

IV. MONTHLY METERED WATER USE, PER 100 CUBIC FEET

- A. For irrigation of landscaping on parks which are owned and operated by the City of Sacramento and are open to the general public, and for irrigation of landscaping at the Governor's Mansion State Historic Park and Sutter's Fort State Historic Park, provided that a turf audit is submitted to the Department of Utilities once every three (3) years, or at such time sooner as may be required by any individual user's case by the Department of Utilities:
- Per 100 cubic feet: 0.2984
- Minimum charges and quantity allowance are the same as below.
- B. For all other metered water services: Per 100 cubic feet: 0.5115

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

23

RATE
CODE RATE

For metered service, minimum charges and quantity allowance are as follows

<u>Metered Size</u>	<u>Quantity of water allowed without additional payment</u>		
5/8" x 3/4"	1,500 cu. ft.	150	7.67
3/4"	2,100 cu. ft.	151	10.74
1"	2,700 cu. ft.	152	13.81
1 1/2"	4,600 cu. ft.	153	23.53
2"	7,600 cu. ft.	154	38.87
3"	15,300 cu. ft.	155	78.26
4"	27,000 cu. ft.	156	138.10
6"	57,000 cu. ft.	157	291.55
8"	108,000 cu. ft.	158	552.41
10"	158,000 cu. ft.	159	808.15
12"	218,000 cu. ft.	160	1,115.04

V. INSTALLATION CHARGES - WATER TAP

<u>Nom. Dia</u>	<u>CURRENT Streets and Alleys</u>	<u>CURRENT Easements</u>	<u>CURRENT Metered (add)</u>
1"	739.00	192.00	349.00
1-1/2"	795.00	275.00	522.00
2"	1,106.00	461.00	601.00
3"	N/A	N/A	1,106.00
4"	1,846.00	961.00	1,438.00
6"	2,019.00	1,241.00	2,214.00
8"	2,542.00	1,630.00	4,243.00
10"	3,006.00	2,028.00	5,146.00

INSTALLATION CHARGES - METERS

<u>SIZE</u>	<u>METER COST</u>	<u>INSTALLED BY CITY (ADD)</u>	<u>RESIDENTIAL METER ONLY</u>
1"	NA	349.00 (inc. mtr)	150.00
1-1/2"	NA	522.00 (inc. mtr)	NA
2"	NA	601.00 (inc. mtr)	NA
3"	275.00	831.00	NA
4"	445.00	993.00	NA
6"	1,066.00	1,148.00	NA
8"	3,046.00	1,197.00	NA
10"	3,700.00	1,446.00	NA

VI. WATER SERVICE FEE

	<u>RATE</u>
Restoration of service following discontinuance	75.00
Vacancy credit service fee	37.50

VII. WATER MAIN CONSTRUCTION CHARGE - Full Cost Recovery

When costs not recorded, charge per linear foot	4.99
---	------

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

24



RATE

VIII. WATER SYSTEM DEVELOPMENT FEE

Water Service or Meter Size, Inches:

3/4"	1,439.00
1"	1,799.00
1-1/4"	2,698.00
1-1/2"	3,598.00
2"	5,757.00
3"	10,794.00
4"	17,990.00
6"	35,980.00
8"	57,568.00
10"	82,754.00

Non-Residential

In addition to the above fee based on size, this fee per acre will be charged as shown at right: 2,998.00
Acreage is based on parcel size, not developed area.

IX. REPLACEMENT OF LOST OR DAMAGED WATER LOCK BOX

Water lock box removed	58.00
Water lock box removed and chain cut	85.00
Water lock box removed and lock missing	85.00
Water lock box, chain, and lock missing	116.00

X. FIRE HYDRANT USE FEE

A. Limited Periodic Use - Service Charge

1 - 10 days	26.00
11 - 30 days	68.00
31 - 60 days	133.00

B. Water Truck Use - Annual Fee

Truck Capacity -

1,000 gallons or less	130.00
2,000 gallons	265.00
3,000 gallons or more	400.00

C. Installation

Standard Complete (Residential)	2,900.00
Double Pumper Complete (Commercial)	3,400.00

D. Damage to fire hydrant: Full Cost Recovery

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

25

2. That, based on the information presented to it and upon all information in the public record, and in compliance with Public Resources Code Section 21080(b)(8), the City Council finds that the increased water fees are for the purpose of:

- I. Providing funds to meet operating expenses.
- II. Permitting the generation of necessary cash flow to finance maintenance of the system and meeting financial reserves requirements.
- III. Permitting the purchase of necessary equipment for the water system.
- IV. Being a source of funds for capital projects necessary to maintain the water system.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

RESOLUTION NO.

94-383

APPROVED
BY THE CITY COUNCIL

JUN 14 1994

OFFICE OF THE
CITY CLERK

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

**RESOLUTION APPROVING THE DEPARTMENT OF UTILITIES
AFFIRMATIVE ACTION PLAN**

BE IT RESOLVED BY THE CITY COUNCIL OF SACRAMENTO THAT:

- 1. The FY 1994-95 Water Fund operating budget be amended to add the following positions associated with the Department of Utilities Affirmative Action Plan.

<u>FTE</u>	<u>CLASS</u>	<u>CLASSIFICATION</u>	<u>ORGANIZATION</u>
1.0	XXXX	Utility Service Aide	3321
0.5	XXXX	Utility Service Aide	3341
2.0	04901	Plant Operator I (CDT)	3321
2.0	07901	Water & Sewer Serviceworker Apprentice	3341

- 2. The FY 1994-95 Water Fund operating budget be amended to delete the following position.

<u>FTE</u>	<u>BAP #</u>	<u>CLASSIFICATION</u>	<u>ORGANIZATION</u>
1.0	21133	Assistant Director of Utilities	3310

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO: _____

DATE ADOPTED: _____