



Control Number: 47833



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PUBLIC UTILITY COMMISSION
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WATER AND WASTEWATER UTILITIES ANNUAL REPORT

Docket No. 47833

(this number will be assigned by the Public Utility Commission after your document is filed)

of

West Houston Airport Corporation

Exact Legal Name of Utility/Respondent

Water: 12763 Sewer: 20798

Certificate of Convenience and Necessity (CCN) No.

Submitted to the



for the

Calendar Year Ended

2017

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PUBLIC UTILITY COMMISSION
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Section 1: Utility Information

Utility Name West Houston Airport Corporation

Address P O Box 941789

Houston, TX 77094

Please check this box if your Official Address, which is noted on the enclosed letter, has changed.

Telephone Number (281) 492-2130 Fax Number (281) 492-7028

E-mail Address _____

Contact Person Shelly Lesikar-deZevallos Title President

Check the business ownership entity of the utility as filed with the Internal Revenue Service

Individual

Partnership

Corporation

Nonprofit Association

Section 2: Utility Background

Water CCN No.

12763

Number of PWSs

1

TCEQ PWS ID No.

TCEQ PWS ID No.

(if the utility has more PWS ID Nos., please indicate in Section 10)

Number of Wastewater Systems

1

Sewer CCN No.

20798

TCEQ Sewer Discharge Permit No.

TCEQ Sewer Discharge Permit No.

(if the utility has more Discharge Permit Nos., please indicate in Section 10)

Section 3: Revenues

	Water	Wastewater	Total Water + Wastewater
OPERATING REVENUES:			
Utility Service/Sales	\$ 44,466.00	\$ 44,465.00	\$ 88,931.00
Fees (Tap, Reconnection, etc.)	\$ 24,630.00	\$ 24,630.00	\$ 49,260.00
OTHER REVENUES:			
Please Identify:			\$ 0.00
TOTAL REVENUES	\$ 69,096.00	\$ 69,095.00	\$ 138,191.00

Section 4: Expenses

	Water	Wastewater	Total Water + Wastewater
Salaries & Wages	\$ 8,043 50	\$ 8,043 50	\$ 16,087.00
Contract Labor	\$ 3,115 00	\$ 3,115 00	\$ 6,230 00
Purchased Water	\$ 0.00	\$ 0.00	\$ 0.00
Chemicals for Treatment	\$ 1,430.08	\$ 0 00	\$ 1,430.08
Utilities (electricity)	\$ 4,199 74	\$ 15,644 34	\$ 19,844.08
Repairs/Maintenance/Supplies	\$ 55,606.96	\$ 39,899 44	\$ 95,506.40
Office Expenses	\$ 400 00	\$ 400 00	\$ 800.00
Professional Fees (Accounting, Legal)	\$ 4,744 42	\$ 4,744.42	\$ 9,488 84
Insurance	\$ 0 00	\$ 0 00	\$ 0 00
Depreciation & Amortization	\$ 10,189 00	\$ 10,189 00	\$ 20,378 00
Miscellaneous (describe in remarks below)	\$ 709 45	\$ 440 42	\$ 1,149 87
Subtotal	\$ 88,438.15	\$ 82,476.12	\$ 170,914.27
Taxes:			
Federal Income Taxes	\$ 0 00	\$ 0 00	\$ 0.00
Property and Other Taxes (Payroll, etc.)	\$ 10,752 04	\$ 10,752 04	\$ 21,504 08
Regulatory Expenses (Rate Case, Permits)	\$ 250 00	\$ 0 00	\$ 250 00
Other (describe in remarks below)			\$ 0 00
TOTAL EXPENSES	\$ 99,440.19	\$ 93,228.16	\$ 192,668.35

Remarks: **Miscellaneous fees include credit card processing fees and testing fees

Section 5: Operating Items

Debt Information:

Annual interest expense on long and/or short term debt? \$ _____
 Annual principal payment on debt? \$ _____
 Annual interest rate on debt? _____ %
 Annual debt principal and interest? \$ _____
 Principal balance on outstanding debt at end of this reporting period? \$ _____

Regulatory Assessment Fee:

What was the Regulatory Assessment fee amount submitted to TCEQ for the applicable Calendar Year
 \$ 889.32

Rate Change:

What was the effective date of the last Rate Change? 05/31/1997

Section 6: Customer Information

Connection Type Water	Number of Connections at	
	Beginning of the Calendar Year	End of the Calendar Year
Total	53	53

Connection Type Wastewater	Number of Connections at	
	Beginning of the Calendar Year	End of the Calendar Year
Total	47	47

Section 7: Water Production & Consumption

A What is the total amount of water produced/pumped?	2,364,027.00	gallons
B What is the total amount of water sold/billed?	2,175,891.00	gallons
C How much water was lost?	188,136.00	gallons
What is the total percent of water loss?	8.00	%
To calculate the above, please reference the attached document Water and Wastewater Utilities Annual Report Instructions. Comments?		

Section 8: Wastewater Treated

What is the total amount of wastewater treated?	1,759,100.00	gallons
Comments?		

Section 9: Utility Management & Operations Assessment

<u>Utility Policy and Procedures</u>		
Do you have an Application Form or Formal Process for New Customers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a copy of your approved tariff and drought contingency plan for customers to review?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have Written Operating Procedures for Routine Operations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have Written Emergency Actions Plan(s)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have Written Personnel Procedures?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have Risk Management & Safety Policies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have Customer Service Policies (including billing & collection)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a Written Budget (normally updated annually)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Did you or any utility staff attend any other utility/business related conferences?
this year? If so, please list them in Section 10.

Do you record complaints or keep a complaint log?

Yes No

Is a customer service representative, water system employee, or
answering service accessible by phone at all times to all customers?

Yes No

Rules and Regulations

If you own/operate a public water system, do you have a copy of
or have access to 30 Texas Administrative Code (TAC) Chapter 290?

Yes No

If you own/operate a sewer system, do you have a copy of or have access
to 30 TAC 30 Subchapter J, 30 TAC 217, 30 TAC 308, and 30 TAC 309?

Yes No

Do you have a copy of or have access to the TAC 16?

Yes No

Do you have a copy of or have access to Texas Water Code Chapter 13?

Yes No

Administrative Information

Do you notify customers prior to shutting down the system for repairs?

Yes No Sometimes Only if greater than 2 hours

How do you keep your customers informed?

Billing Statements Newsletter Meetings

Other _____

Are water records kept separate from other business and personal records?

Yes No

Are records kept for additions to fixed assets?

Yes No

Is the financial position of the system reviewed at least quarterly?

Yes No

Are accounting records for water and wastewater kept separately?

Yes No

Section 10: Remarks (please feel free to attach additional pages if necessary)

Section 11: Sworn Statement

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS REPORT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. (This document MUST be signed by the President or Owner of the Utility)

This 23 day of March, 2018.

✓ President or Owner:



(Signature)

Woody Lesian

(Printed name)