

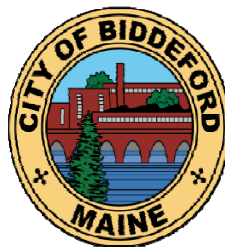
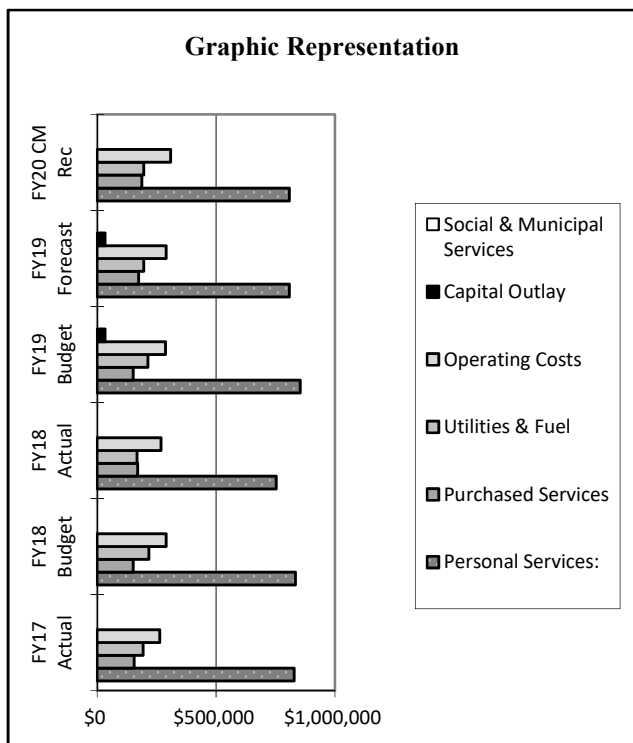
# City of Biddeford, Maine

**FY2020**

**Budget:** New Sewer Operations Exp

**Account Number:** 35105

	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD	FY20	
						Dept Head	Manager's Rec
Personnel Services:	\$828,720	\$833,883	\$753,245	\$854,275	\$429,150	\$808,997	\$808,997
Purchased Services	\$155,129	\$150,649	\$169,988	\$150,675	\$101,057	\$187,012	\$187,012
Utilities & Fuel	\$193,478	\$217,055	\$166,675	\$213,563	\$99,023	\$196,242	\$196,242
Operating Costs	\$262,958	\$289,750	\$268,858	\$286,850	\$129,322	\$308,900	\$308,900
Capital Outlay	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTALS:</b>	<b>\$1,440,284</b>	<b>\$1,491,337</b>	<b>\$1,358,766</b>	<b>\$1,537,363</b>	<b>\$758,552</b>	<b>\$1,501,151</b>	<b>\$1,501,151</b>



**FRINGE BENEFIT IMPACT (Estimated):**

FICA	\$42,955
Workers Comp	\$18,379
Health Insurance	\$153,687
Retirement	\$52,588
Unemployment	\$456
Other Insurance	\$5,611
<b>Total Fringe Benefit Impact</b>	<b>\$273,676</b>
<b># of Full Time Employees</b>	<b>9.00</b>

	FY19 Budget	FY20 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$854,275	\$808,997	-\$45,278	-5.3%
Purchased Services	\$150,675	\$187,012	\$36,337	\$0
Utilities & Fuel	\$213,563	\$196,242	-\$17,321	\$0
Operating Costs	\$286,850	\$308,900	\$22,050	7.7%
Capital Outlay	\$32,000	\$0	-\$32,000	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
<b>TOTALS:</b>	<b>\$1,537,363</b>	<b>\$1,501,151</b>	<b>-\$36,212</b>	<b>-2.4%</b>

## Personnel Services

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 01/31/19	FY20	
							Dept Head	Mgr's Rec
60101	Dept Manager Salary Exp	\$43,279	\$43,831	\$44,276	\$42,724	\$24,657	\$45,356	\$45,356
60102	Mid Mgmt Hrly Employee Wa	\$147,666	\$153,542	\$132,200	\$153,071	\$80,078	\$86,951	\$86,951
60105	F-T Employee Wage Exp	\$330,740	\$324,162	\$318,662	\$329,161	\$182,222	\$372,319	\$372,319
60106	P-T Employee Wage Exp	\$2,193	\$0	\$0	\$0	\$0	\$0	\$0
60107	Temp/Seasonal Emp Wage Ex	\$7,047	\$4,000	\$96	\$4,000	\$6,744	\$5,000	\$5,000
60111	Overtime Wage Expense	\$46,306	\$44,000	\$45,536	\$46,400	\$29,136	\$29,074	\$29,074
60129	Insurance Buyout Pay	\$0	\$0	\$500	\$0	\$500	\$0	\$0
60201	FICA/Medicare-ER Share Exp	\$40,356	\$44,136	\$33,651	\$43,941	\$19,891	\$42,955	\$42,955
60202	MPERS-Employer Share Exp	\$49,161	\$50,367	\$43,862	\$57,040	\$22,629	\$48,463	\$48,463
60203	457 Plan-Employer Share Exp	\$3,056	\$3,945	\$1,269	\$0	\$0	\$4,125	\$4,125
60210	HPHC Ins Employer Share Ex	\$10,493	\$8,465	\$3,657	\$0	\$0	\$0	\$0
60211	NNEBT Ins Employer Share E	\$136,158	\$142,850	\$116,991	\$163,654	\$55,243	\$153,687	\$153,687
60212	S-T Disability ER Share Exp	\$105	\$73	\$35	\$87	\$0	\$15	\$15
60213	L-T Disability ER Share Exp	\$615	\$702	\$400	\$587	\$145	\$136	\$136
60216	Delta Dental ER Share	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60217	RHSA Plan ER Share	\$5,452	\$5,460	\$5,019	\$5,460	\$2,880	\$5,460	\$5,460
60230	Clothing/Uniforms Expense	\$2,538	\$2,450	\$2,360	\$2,450	\$1,176	\$3,300	\$3,300
60251	Conferences/Training Expense	\$1,102	\$2,700	\$2,261	\$2,500	\$2,181	\$2,237	\$2,237
60252	Travel/Mileage Expense	\$1,636	\$2,000	\$1,701	\$2,000	\$1,360	\$8,780	\$8,780
60253	Food/Lodging Expense	\$113	\$150	\$81	\$150	\$0	\$400	\$400
60256	Dues/Memberships Expense	\$479	\$725	\$463	\$725	\$309	\$365	\$365
60257	Professional License Fees Exp	\$225	\$325	\$225	\$325	\$0	\$375	\$375
60370	Workers Comp Insurance Exp	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>		<b>\$828,720</b>	<b>\$833,883</b>	<b>\$753,245</b>	<b>\$854,275</b>	<b>\$429,150</b>	<b>\$808,997</b>	<b>\$808,997</b>

## Purchased Services

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 12/31/18	FY20	
							Dept Head	Mgr's Rec
60301	Legal Services Expense	\$0	\$750	\$0	\$750	\$0	\$750	\$750
60306	Other Prof/Consult Svcs Exp	\$22,051	\$20,000	\$14,355	\$20,000	\$9,999	\$20,000	\$20,000
60310	Service Contracts Expense	\$6,976	\$8,675	\$9,730	\$8,675	\$5,289	\$11,218	\$11,218
60313	Construction Services Expense	\$13,653	\$15,000	\$17,193	\$15,000	\$7,462	\$17,000	\$17,000
60325	Postage/Shipping Expense	\$103	\$250	\$42	\$250	\$0	\$250	\$250

60330 Equipment Rent/Lease Exp	\$350	\$1,000	\$8	\$1,000	\$0	\$1,000	\$1,000
60342 Grit Disposal Expense	\$111,996	\$104,974	\$128,659	\$105,000	\$78,307	\$136,794	\$136,794
<b>Totals</b>	<b>\$155,129</b>	<b>\$150,649</b>	<b>\$169,988</b>	<b>\$150,675</b>	<b>\$101,057</b>	<b>\$187,012</b>	<b>\$187,012</b>

## Utilities &amp; Fuel

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 12/31/18	FY20	
							Dept Head	Mgr's Rec
60400	Electricity Expense	\$143,702	\$162,500	\$118,529	\$157,500	\$74,497	\$143,000	\$143,000
60401	Water Expense	\$4,884	\$8,200	\$5,081	\$6,000	\$3,572	\$6,000	\$6,000
60402	Phone/Celular/Paging Exp	\$4,279	\$4,588	\$3,824	\$4,588	\$2,324	\$4,588	\$4,588
60405	Heating Fuel Expense	\$17,821	\$18,000	\$16,786	\$18,000	\$6,563	\$17,000	\$17,000
60406	Fiber/Internet Expense	\$4,777	\$5,215	\$3,137	\$5,215	\$1,436	\$5,220	\$5,220
60410	Diesel Fuel Expense	\$16,364	\$17,000	\$17,709	\$20,210	\$10,298	\$19,006	\$19,006
60411	Gasoline Expense	\$1,652	\$1,552	\$1,610	\$2,050	\$333	\$1,428	\$1,428
<b>Totals</b>		<b>\$193,478</b>	<b>\$217,055</b>	<b>\$166,675</b>	<b>\$213,563</b>	<b>\$99,023</b>	<b>\$196,242</b>	<b>\$196,242</b>

## Other Operating Costs

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 12/31/18	FY20	
							Dept Head	Mgr's Rec
60450	Building Repair/Maint Exp	\$19,601	\$22,000	\$18,293	\$22,000	\$1,273	\$22,000	\$22,000
60452	Operating Equip Repair Exp	\$97,832	\$100,000	\$91,047	\$100,000	\$37,114	\$100,000	\$100,000
60453	Vehicle Repair/Tires/Oil Exp	\$8,820	\$10,700	\$11,278	\$13,000	\$7,059	\$14,400	\$14,400
60456	Plant Operations/Maint. Exp	\$10,500	\$10,000	\$8,957	\$10,000	\$5,647	\$10,000	\$10,000
60461	Repair/Maint-CommunsEquip	\$178	\$650	\$0	\$650	\$0	\$650	\$650
60500	Admin/Office Supp/Eq Non-C	\$3,427	\$2,900	\$2,800	\$2,900	\$2,797	\$19,050	\$19,050
60501	Operating Supp/Eq Non-Cap	\$13,436	\$15,800	\$15,877	\$15,800	\$5,403	\$14,400	\$14,400
60506	Equipment/Small Tools-Non-c	\$6,382	\$7,500	\$7,130	\$7,500	\$4,917	\$7,500	\$7,500
60509	Cleaning Supplies Expense	\$1,554	\$3,200	\$1,878	\$3,000	\$1,196	\$3,000	\$3,000
60510	Process Chemicals Expense	\$85,008	\$100,000	\$94,813	\$95,000	\$49,547	\$100,000	\$100,000
60511	Laboratory Supplies Exp	\$16,222	\$17,000	\$16,785	\$17,000	\$14,370	\$17,900	\$17,900
<b>Totals</b>		<b>\$262,958</b>	<b>\$289,750</b>	<b>\$268,858</b>	<b>\$286,850</b>	<b>\$129,322</b>	<b>\$308,900</b>	<b>\$308,900</b>

Capital Outlay

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 12/31/18	FY20	
							Dept Head	Mgr's Rec
60603	Vehicles Purchase Capital	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0
<b>Totals</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET

Fiscal Year 2020 BUDGET

DEPARTMENT: 35105 New Sewer Operations Exp

CLASSIFICATION	EMP #	FTE	YEAREND ANNUALIZED		CITY MANAGER RECOMMEND.	COUNCIL APPROP.	LAST NAME
			TOTAL	REQUESTED			
PUBLIC WORKS DIRECTOR	108001	1.00	45,181.90	45,355.68	45,355.68		DEMERS
LAB TECH/TREATMENT PLANT OPERATOR	10249	1.00	59,044.54	59,271.64	59,271.64		COURT
SOLID WASTE DRIVER/UTILITY	800011	1.00	28,793.86	28,904.60	28,904.60		BUDA
WASTEWATER SUPERINTENDENT	10349	1.00	86,617.44	86,950.58	86,950.58		BUECHNER
TREATMENT PLANT MAINT TECH	10242	1.00	55,081.10	55,292.95	55,292.95		COLLOMY
LEAD OPERATOR	10341	1.00	63,993.49	64,239.62	64,239.62		ELLSWORTH
TREATMENT PLANT MAINT TECH	10408	1.00	53,410.03	53,615.46	53,615.46		KOESTNER
PLANT OPERATOR WITH GRADE 5	10088	1.00	61,294.06	61,529.81	61,529.81		LEWIS
PLANT OPERATOR WITHOUT GRADE 5	10694	1.00	49,275.20	49,464.72	49,464.72		PHINNEY
ADJUSTMENTS	34	-	-	-	-		VARIOUS
<b>TOTAL BUDGETED POSITIONS</b>			<b>9.00</b>	<b>502,691.63</b>	<b>504,625.06</b>	<b>504,625.06</b>	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Dept Manager Salary Exp

Department Number: 35105

Account Number: 60101

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$43,279.47	\$43,831.00	\$44,275.77	\$42,724.00	\$42,724.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$45,355.68	\$45,355.68		\$2,631.68

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

42 % of Public Works Director salary with no increase included  
See Payroll Worksheet for details



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 35105

Account Number: 60102

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$147,665.78	\$153,542.00	\$132,199.66	\$153,071.00	\$147,606.50

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$86,950.58	\$86,950.58		(\$66,120.42)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Superintendent of Wastewater Operations salary with no increase included

See Payroll Worksheet for details



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: F-T Employee Wage Exp

Department Number: 35105 Account Number: 60105

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$330,740.06	\$324,162.00	\$318,662.39	\$329,161.00	\$312,628.50

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$372,318.80	\$372,318.80		\$43,157.80

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for the following positions.  
Contract year increase added.

- 60% Solid Waste Driver/Utility
- Lead Operator with Grade #5
- Operator with Grade #5
- Operator without Grade #5
- Treatment Plant Mechanic
- Lab/Tech Plant operator

See Payroll Worksheet for details





## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 35105

Account Number: 60107

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$7,047.00	\$4,000.00	\$96.00	\$4,000.00	\$5,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,000.00	\$5,000.00		\$1,000.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



**Contract Seasonal Workers**

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 4,000.00	\$ 7,047.00	\$ (3,047.00)
FY2018	\$ 4,000.00	\$ 96.00	\$ 3,904.00
FY2019	\$ 4,000.00	\$ 6,744.00	\$ (2,744.00)

Average	\$ 4,629.00
Median	\$ 6,744.00
Maximum	\$ 7,047.00



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Overtime Wage Expense

Department Number: 35105

Account Number: 60111

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$46,306.44	\$44,000.00	\$45,536.08	\$46,400.00	\$49,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$29,074.00	\$29,074.00		(\$17,326.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected overtime needs. OT lowered per new contract agreement.



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Insurance Buyout Pay

Department Number: 35105

Account Number: 60129

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$0.00	\$0.00	\$500.00	\$0.00	\$0.00

FY-2019 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00	\$0.00	\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: FICA/Medicare-ER Share Exp

Department Number: 35105

Account Number: 60201

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$40,355.71	\$44,136.00	\$33,651.44	\$43,941.00	\$42,607.36

FY-2019 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$42,955.35	\$42,955.35	\$42,955.35	(\$985.65)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: MPERS-Employer Share Exp

Department Number: 35105

Account Number: 60202

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$49,161.05	\$50,367.00	\$43,862.06	\$57,040.00	\$45,000.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$48,462.74	\$48,462.74	\$48,462.74	(\$8,577.26)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: 457 Plan-Employer Share Exp

Department Number: 35105

Account Number: 60203

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$3,055.55	\$3,945.00	\$1,269.02	\$0.00	

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,125.31	\$4,125.31	\$4,125.31	\$4,125.31

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: HPHC Ins Employer Share Exp

Department Number: 35105

Account Number: 60210

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$10,493.04	\$8,465.00	\$3,657.12	\$0.00	\$0.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00	\$0.00	\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: NNEBT Ins Employer Share Exp

Department Number: 35105

Account Number: 60211

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$136,158.05	\$142,850.00	\$116,991.14	\$163,654.00	\$150,000.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$153,686.54	\$153,686.54	\$153,686.54	(\$9,967.46)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: S-T Disability ER Share Exp

Department Number: 35105

Account Number: 60212

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$104.92	\$73.00	\$34.78	\$87.00	\$15.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$15.15	\$15.15	\$15.15	(\$71.85)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: L-T Disability ER Share Exp

Department Number: 35105

Account Number: 60213

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$615.44	\$702.00	\$399.77	\$587.00	\$240.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$136.08	\$136.08	\$136.08	(\$450.92)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: RHSA Plan ER Share

Department Number: 35105

Account Number: 60217

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$5,451.78	\$5,460.00	\$5,019.00	\$5,460.00	\$5,460.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,460.00	\$5,460.00	\$5,460.00	\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Clothing/Uniforms Expense

Department Number: 35105

Account Number: 60230

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$2,538.17	\$2,450.00	\$2,359.52	\$2,450.00	\$2,450.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,300.00	\$3,300.00		\$850.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing for the following positions : Moved boots from 60501 to here.

- Lab Tech./Operator
- Treatment Plant Maint. Tech.
- Treatment Plant Operator with Grade 5
- Operator without grade 5
- Treatment plant maint tech.
- Lead operator

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 2,450.00	\$ 2,538.17	\$ (88.17)
FY2018	\$ 2,450.00	\$ 2,359.52	\$ 90.48
FY2019	\$ 2,450.00		
Average	\$	2,448.85	
Median	\$	2,448.85	
Maximum	\$	2,538.17	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Conferences/Training Expense

Department Number: 35105

Account Number: 60251

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$1,101.63	\$2,700.00	\$2,261.04	\$2,500.00	\$2,500.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,237.00	\$2,237.00		(\$263.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Training requirements for State wastewater licenses and certifications

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 3,000.00	\$ 1,101.63	\$ 1,898.37
FY2018	\$ 2,500.00	\$ 2,261.04	\$ 238.96
FY2019	\$ 2,500.00		
Average		\$ 1,681.34	
Median		\$ 1,681.34	
Maximum		\$ 2,261.04	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Travel/Mileage Expense

Department Number: 35105

Account Number: 60252

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$1,636.25	\$2,000.00	\$1,701.05	\$2,000.00	\$2,050.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$8,780.00	\$8,780.00		\$6,780.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



35105	60252	Tolls for sludge hauling		\$1,279.80
35015	60252	Superintendent Travel		\$7,400.00
35105	60252	Misc travel exp		\$100.00
			Total	<b>\$8,779.80</b>

	<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
	FY2017	\$ 2,000.00	\$ 1,636.25	\$ 363.75
	FY2018	\$ 2,000.00	\$ 1,701.05	\$ 298.95
	FY2019	\$ 2,000.00		
	Average	\$	1,668.65	
	Median	\$	1,668.65	
	Maximum	\$	1,701.05	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Food/Lodging Expense

Department Number: 35105

Account Number: 60253

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$112.88	\$150.00	\$81.15	\$150.00	\$100.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$400.00	\$400.00		\$250.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected need for off site training sessions to help meet the means of certificates.

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 150.00	\$ 100.00	\$ 50.00
FY2018	\$ 150.00	\$ 81.15	\$ 68.85
FY2019	\$ 150.00		
Average	\$	90.58	
Median	\$	90.58	
Maximum	\$	100.00	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Dues/Memberships Expense

Department Number: 35105

Account Number: 60256

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$478.78	\$725.00	\$463.00	\$725.00	\$425.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$365.00	\$365.00		(\$360.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

New England Wastewater Association  
WEFTEC

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 725.00	\$ 478.78	\$ 246.22
FY2018	\$ 725.00	\$ 463.00	\$ 262.00
FY2019	\$ 725.00		
Average	\$	470.89	
Median	\$	470.89	
Maximum	\$	478.78	





## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Professional License Fees Exp

Department Number: 35105

Account Number: 60257

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$225.00	\$325.00	\$225.00	\$325.00	\$325.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$375.00	\$375.00		\$50.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

State License fees for the following positions :

- Superintendant of Wastewater Operations
- Lead Operator
- Treatment Plant Operator
- Lab Tech./Operator
- Plant Operator w/out Grade #5

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 325.00	\$ 225.00	\$ 100.00
FY2018	\$ 325.00	\$ 225.00	\$ 100.00
FY2019	\$ 325.00		
Average	\$	225.00	
Median	\$	225.00	
Maximum	\$	225.00	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Legal Services Expense

Department Number: 35105

Account Number: 60301

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$0.00	\$750.00	\$0.00	\$750.00	\$750.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$750.00	\$750.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency funding for potential use of City Attorney

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 750.00	\$ -	\$ 750.00
FY2018	\$ 750.00	\$ -	\$ 750.00
FY2019	\$ 750.00		
Average	\$	-	
Median	\$	-	
Maximum	\$	-	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Other Prof/Consult Srvs Exp

Department Number: 35105

Account Number: 60306

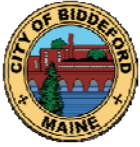
FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$22,050.52	\$20,000.00	\$14,355.33	\$20,000.00	\$20,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$20,000.00	\$20,000.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PLC Programming :	\$7,500
SCADA Programming :	\$7,500
Engineering Services :	\$2,500
Electrical Eng. Services :	\$2,500
	\$20,000

	<i>Fiscal Year Review</i>		<i>Budget</i>		<i>Actual</i>		<i>Differential</i>
	FY2017	\$	20,000.00	\$	22,050.22	\$	(2,050.22)
	FY2018	\$	20,000.00	\$	14,355.33	\$	5,644.67
	FY2019	\$	20,000.00				
		Average		\$	18,202.78		
		Median		\$	18,202.78		
		Maximum		\$	22,050.22		



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Service Contracts Expense

Department Number: 35105

Account Number: 60310

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$6,976.12	\$8,675.00	\$9,729.90	\$8,675.00	\$8,500.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$11,217.68	\$11,217.68		\$2,542.68

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

**Service Contractor**

Lab Calibration	\$1,255.00	
Flow Meter Calibration	\$619.68	
Generator PMs	\$1,500.00	
Backflow Preventors	\$750.00	
Sprinkler PMs	\$483.00	
Crane Inspection	\$400.00	
Pest Services	\$480.00	
Actuator PMs	\$1,839.00	
Garage Door PMs	\$1,045.00	
Sludge Scale Calibration	\$0.00	1 year left of 5 year deal
HVAC PMs	\$2,846.00	Taken out of 60450
<b>Total</b>	<b>\$11,217.68</b>	

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 8,675.00	\$6,976.12	\$ 1,698.88
FY2018	\$ 8,675.00	\$ 9,729.90	\$ (1,054.90)
FY2019	\$ 8,675.00		
Average	\$	8,353.01	
Median	\$	8,353.01	
Maximum	\$	9,729.90	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Construction Services Expense

Department Number: 35105

Account Number: 60313

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$13,653.18	\$15,000.00	\$17,193.48	\$15,000.00	\$15,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$17,000.00	\$17,000.00		\$2,000.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PLC Changes	\$10,000.00
Electrician Services	\$4,000.00
Flow monitoring	\$3,000.00
Total	<b>\$17,000.00</b>

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 15,000.00	\$ 13,653.18	\$ 1,346.82
FY2018	\$ 15,000.00	\$ 17,193.48	\$ (2,193.48)
FY2019	\$ 15,000.00		
Average		\$ 15,423.33	
Median		\$ 15,423.33	
Maximum		\$ 17,193.48	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Postage/Shipping Expense

Department Number: 35105 Account Number: 60325

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$103.02	\$250.00	\$42.34	\$250.00	\$250.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$250.00	\$250.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Projected need based upon historical data

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 250.00	\$ 103.02	\$ 146.98
FY2018	\$ 250.00	\$ 42.34	\$ 207.66
FY2019	\$ 250.00		
Average	\$	72.68	
Median	\$	72.68	
Maximum	\$	103.02	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Equipment Rent/Lease Exp

Department Number: 35105

Account Number: 60330

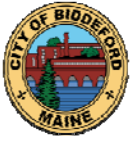
FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$349.63	\$1,000.00	\$8.31	\$1,000.00	\$1,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,000.00	\$1,000.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Specialty Equip. :	\$	500.00			
Misc. :	\$	500.00			
	\$	1,000.00			

<i>Fiscal Year Review</i>		<i>Budget</i>		<i>Actual</i>		<i>Differential</i>
FY2017	\$	2,000.00		\$349.00	\$	1,651.00
FY2018	\$	1,000.00	\$	8.31	\$	991.69
FY2019	\$	1,000.00				
		Average	\$	178.66		
		Median	\$	178.66		
		Maximum	\$	349.00		



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Grit Disposal Expense

Department Number: 35105

Account Number: 60342

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$111,996.13	\$104,974.00	\$128,659.13	\$105,000.00	\$129,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$136,794.00	\$136,794.00		\$31,794.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



	Volume	Units	Rate per unit	Sludge fee	WM Fee	Fuel Charge	Total
WW Sludge	2511	Tons	\$43.25	\$108,600.75	\$11,984.90	\$7,166.48	\$133,972.56
TP Dumpster	26	Cans	\$108.50				\$2,821.00
							<b>\$136,793.56</b>

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 98,000.00	\$ 111,996.13	\$ (13,996.13)
FY2018	\$ 104,974.00	\$ 128,659.13	\$ (23,685.13)
FY2019	\$ 105,000.00		
	Average	\$ 120,327.63	
	Median	\$ 120,327.63	
	Maximum	\$ 128,659.13	

Projected 4.4% increase in January in sludge hauling





## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Electricity Expense

Department Number: 35105

Account Number: 60400

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$143,701.77	\$162,500.00	\$118,529.09	\$157,500.00	\$144,500.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$143,000.00	\$143,000.00		(\$14,500.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected need based upon historical data and facility changes  
Estimated 2% rate increase included

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 162,500.00	\$ 143,701.77	\$ 18,798.23
FY2018	\$ 157,500.00	\$ 118,529.09	\$ 38,970.91
FY2019	\$ 157,500.00		
Average		\$ 131,115.43	
Median		\$ 131,115.43	
Maximum		\$ 143,701.77	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Water Expense

Department Number: 35105

Account Number: 60401

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$4,883.51	\$8,200.00	\$5,080.80	\$6,000.00	\$6,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$6,000.00	\$6,000.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected need based upon historical data per rates Maine Water Co. With projected increase.

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 7,000.00	\$ 4,883.51	\$ 2,116.49
FY2018	\$ 8,200.00	\$ 5,080.80	\$ 3,119.20
FY2019	\$ 6,000.00		
Average	\$	4,982.16	
Median	\$	4,982.16	
Maximum	\$	5,080.80	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Phone/Celular/Paging Exp

Department Number: 35105 Account Number: 60402

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$4,279.18	\$4,588.00	\$3,823.68	\$4,588.00	\$4,588.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,588.00	\$4,588.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



<i>Desc</i>	<i>Number (ea)</i>	<i>Units (month)</i>	<i>Rate</i>	<i>Subtotal</i>
Smart phones	2	12	\$ 58.00	\$ 1,392.00
Cell phones	6	12	\$ 31.05	\$ 2,235.60
Aircard	1	12	\$ 40.00	\$ 480.00
I Pad	1	12	\$ 40.00	\$ 480.00
			\$	4,587.60

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 4,590.00	\$ 4,279.18	\$ 310.82
FY2018	\$ 4,588.00	\$ 3,823.68	\$ 764.32
FY2019	\$ 4,588.00		
	Average	\$ 4,051.43	
	Median	\$ 4,051.43	
	Maximum	\$ 4,279.18	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Heating Fuel Expense

Department Number: 35105

Account Number: 60405

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$17,820.81	\$18,000.00	\$16,785.56	\$18,000.00	\$16,500.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$17,000.00	\$17,000.00		(\$1,000.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Projected need based upon historical data

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 23,000.00	\$ 17,820.21	\$ 5,179.79
FY2018	\$ 18,000.00	\$ 16,785.56	\$ 1,214.44
FY2019	\$ 18,000.00		
Average		\$ 17,302.89	
Median		\$ 17,302.89	
Maximum		\$ 17,820.21	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Fiber/Internet Expense

Department Number: 35105

Account Number: 60406

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$4,777.19	\$5,215.00	\$3,137.26	\$5,215.00	\$5,220.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,220.00	\$5,220.00		\$5.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



<i>Desc</i>	<i>Unit (month)</i>	<i>Rate</i>	<i>Subtotal</i>
GWI Fiber @ treatment plant	12	\$ 435.00	\$ 5,220.00

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 5,220.00	\$ 4,777.19	\$ 442.81
FY2018	\$ 5,215.00	\$ 3,137.26	\$ 2,077.74
FY2019	\$ 5,215.00		
Average		\$ 3,957.23	
Median		\$ 3,957.23	
Maximum		\$ 4,777.19	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Diesel Fuel Expense

Department Number: 35105

Account Number: 60410

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$16,363.74	\$17,000.00	\$17,709.20	\$20,210.00	\$19,250.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$19,006.00	\$19,006.00		(\$1,204.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected 8600 gals. @ \$2.21/gal.

FY 19 Usage (6 months): 4162 gallons  
 FY 18 Usage : 8464 gallons  
 FY 17 usage : 8306 gallons

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2014	\$ 3,564.00	\$ 609.00	\$ 2,955.00
FY2015	\$ 20,058.00	\$ 14,658.00	\$ 5,400.00
FY2016	\$ 17,435.00	\$ 17,873.00	\$ (438.00)
FY2017	\$ 10,325.00	\$ 16,363.74	\$ (6,038.74)
FY2018	\$ 17,000.00	\$ 17,709.20	\$ (709.20)
FY2019	\$ 20,210.00		
Average	\$	13,442.59	
Median	\$	16,363.74	
Maximum	\$	17,873.00	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Gasoline Expense

Department Number: 35105

Account Number: 60411

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$1,651.75	\$1,552.00	\$1,609.56	\$2,050.00	

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,428.00	\$1,428.00		(\$622.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



<i>Desc</i>	<i>Unit (gal)</i>	<i>Rate</i>	<i>Subtotal</i>
Projected gasoline usage	700	\$ 2.04	
FY 19 usage (6 Months)	gallons		
FY 18 usage	gallons		
FY 17 usage :	872 gallons		
FY 16 usage :	535 gallons		
FY 15 usage :	815 gallons		
FY 14 usage :	929 gallons		
<i>Fiscal Year Review</i>			
FY2017	\$	1,810.00	\$ 158.25
FY2018	\$	1,552.00	\$ (57.56)
FY2019	\$	2,050.00	
Average		\$ 1,630.66	
Median		\$ 1,630.66	
Maximum		\$ 1,651.75	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Building Repair/Maint Exp

Department Number: 35105

Account Number: 60450

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$19,600.65	\$22,000.00	\$18,293.48	\$22,000.00	\$22,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$22,000.00	\$22,000.00		\$0.00

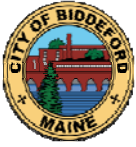
**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Overhead doors/Gate	\$	6,000.00
Utility systems :	\$	10,000.00
Doors, windows, etc. :	\$	6,000.00
	\$	22,000.00

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 22,000.00	\$ 19,600.55	\$ 2,399.45
FY2018	\$ 22,000.00	\$ 18,293.48	\$ 3,706.52
FY2019	\$ 22,000.00		
	Average	\$ 18,947.02	
	Median	\$ 18,947.02	
	Maximum	\$ 19,600.55	





## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Operating Equip Repair Exp

Department Number: 35105

Account Number: 60452

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$97,831.57	\$100,000.00	\$91,047.12	\$100,000.00	\$100,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$100,000.00	\$100,000.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Pumps :	\$	10,000.00
Structures :	\$	15,000.00
PLC's :	\$	10,000.00
Presses :	\$	10,000.00
Clarifiers :	\$	20,000.00
Aeration Basins :	\$	20,000.00
Misc. :	\$	15,000.00
	\$	100,000.00

Misc. Items :

- VFD Drives
- Valves, Fittings
- Actuators, motors, pulleys
- Seal Kits
- Electrical Panels, relays
- Floats, sensors
- Fabrication

	<i>Fiscal Year Review</i>		<i>Budget</i>		<i>Actual</i>		<i>Differential</i>
	FY2017	\$	100,000.00	\$	97,831.57	\$	2,168.43
	FY2018	\$	100,000.00	\$	91,047.12	\$	8,952.88
	FY2019	\$	100,000.00				
			Average	\$	94,439.35		
			Median	\$	94,439.35		
			Maximum	\$	97,831.57		



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 35105

Account Number: 60453

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$8,819.65	\$10,700.00	\$11,277.87	\$13,000.00	\$13,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$14,400.00	\$14,400.00		\$1,400.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

608	Ford Truck	\$1,350.00
640	Snowblower	\$140.00
642	Snowblower	\$140.00
643	Lawnmower	\$325.00
644	Lawnmower	\$130.00
645	Lawntool	\$130.00
646	Weedwacker	\$130.00
691	Generator	\$800.00
98		\$850.00
60% of 78		\$9,000.00
	<b>Total</b>	<b>\$12,995.00</b>
	<b>Request based on Calrs suggestion</b>	<b>\$14,400.00</b>

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 10,000.00	\$ 8,819.65	\$ 1,180.35
FY2018	\$ 10,700.00	\$ 11,277.87	\$ (577.87)
FY2019	\$ 13,000.00		
	Average	\$ 10,048.76	
	Median	\$ 10,048.76	
	Maximum	\$ 11,277.87	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Plant Operations/Maint. Exp

Department Number: 35105

Account Number: 60456

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$10,499.57	\$10,000.00	\$8,956.50	\$10,000.00	\$10,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$10,000.00	\$10,000.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

RBC Plant Operations and Maintenance

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 10,000.00	\$ 10,499.57	\$ (499.57)
FY2018	\$ 10,000.00	\$ 8,956.50	\$ 1,043.50
FY2019	\$ 10,000.00		
Average		\$ 9,728.04	
Median		\$ 9,728.04	
Maximum		\$ 10,499.57	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Repair/Maint-CommunsEquip

Department Number: 35105

Account Number: 60461

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$177.58	\$650.00	\$0.00	\$650.00	\$0.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$650.00	\$650.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency line to cover full replacement of one radio

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2014	\$ 500.00	\$ -	\$ 500.00
FY2015	\$ 500.00	\$ 175.00	\$ 325.00
FY2016	\$ 650.00	\$ 178.00	\$ 472.00
FY2017	\$ 650.00	\$ 177.58	\$ 472.42
FY2018	\$ 650.00	\$ -	\$ 650.00
FY2019	\$ 650.00		
Average	\$	106.12	
Median	\$	175.00	
Maximum	\$	178.00	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 35105 Account Number: 60500

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$3,427.07	\$2,900.00	\$2,800.28	\$2,900.00	\$2,900.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$19,050.00	\$19,050.00		\$16,150.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Computer Hardware :	\$	1,000.00
Office Supplies :	\$	500.00
<b>Software licenses:</b>		
Allmax	\$	880.00
Win 911	\$	495.00
Infor	\$	1,194.62
Go to my PC	\$	480.00
ESRI	\$	6,250.00 New 1/4 of GIS
Thin Manager	\$	8,250.00 New Simplify Scada
<b>Total:</b>	<b>\$</b>	<b>19,049.62</b>

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 2,900.00	\$ 3,427.07	\$ (527.07)
FY2018	\$ 2,900.00	\$ 2,800.28	\$ 99.72
FY2019	\$ 2,900.00		
Average	\$	3,113.68	
Median	\$	3,113.68	
Maximum	\$	3,427.07	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 35105

Account Number: 60501

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$13,435.99	\$15,800.00	\$15,877.06	\$15,800.00	\$15,800.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$14,400.00	\$14,400.00		(\$1,400.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Safety Equipment :	\$	7,250.00
Medical Supplies :	\$	1,050.00
Gloves :	\$	2,000.00
Lubricants / Rags :	\$	4,100.00
	\$	14,400.00

<i>Fiscal Year Review</i>		<i>Budget</i>		<i>Actual</i>		<i>Differential</i>
FY2017	\$	16,500.00	\$	13,435.99	\$	3,064.01
FY2018	\$	15,800.00	\$	15,877.06	\$	(77.06)
FY2019	\$	15,800.00				
		Average	\$	14,656.53		
		Median	\$	14,656.53		
		Maximum	\$	15,877.06		



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Equipment/Small Tools-Non-cap

Department Number: 35105

Account Number: 60506

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$6,382.17	\$7,500.00	\$7,129.62	\$7,500.00	\$7,500.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$7,500.00	\$7,500.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Chainfalls :	\$	1,000.00
Hoists :	\$	1,000.00
Hand Tools :	\$	500.00
Drills :	\$	500.00
Cutting Torches :	\$	500.00
Meters :	\$	3,500.00
Welding Materials :	\$	500.00
	\$	7,500.00

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 7,500.00	\$ 6,382.17	\$ 1,117.83
FY2018	\$ 7,500.00	\$ 7,129.82	\$ 370.18
FY2019	\$ 7,500.00		
Average	\$	6,756.00	
Median	\$	6,756.00	
Maximum	\$	7,129.82	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Cleaning Supplies Expense

Department Number: 35105

Account Number: 60509

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$1,553.98	\$3,200.00	\$1,877.71	\$3,000.00	\$3,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,000.00	\$3,000.00		\$0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Projected need based upon historical data

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 3,500.00	\$ 1,553.98	\$ 1,946.02
FY2018	\$ 3,200.00	\$ 1,877.71	\$ 1,322.29
FY2019	\$ 3,000.00		
	Average	\$ 1,715.85	
	Median	\$ 1,715.85	
	Maximum	\$ 1,877.71	





## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Process Chemicals Expense

Department Number: 35105

Account Number: 60510

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$85,007.60	\$100,000.00	\$94,812.77	\$95,000.00	\$98,500.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$100,000.00	\$100,000.00		\$5,000.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



<i>Desc</i>	<i>Units</i>	<i>Rate</i>	<i>Subtotal</i>
Hypochlorite approx. gals.	32,000	\$ 0.83	\$ 26,400.00
Bisulfite approx.gals.	9,200	\$ 1.40	\$ 12,880.00
Polymer approx. lbs.	35,000	\$ 1.69	\$ 59,062.50
		\$	\$ 98,342.50

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 100,000.00	\$85,007.60	\$ 14,992.40
FY2018	\$ 100,000.00	\$ 94,812.77	\$ 5,187.23
FY2019	\$ 95,000.00		
Average		\$ 89,910.19	
Median		\$ 89,910.19	
Maximum		\$ 94,812.77	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Laboratory Supplies Exp

Department Number: 35105

Account Number: 60511

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$16,221.95	\$17,000.00	\$16,785.35	\$17,000.00	\$17,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$17,900.00	\$17,900.00		\$900.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Disposables-Chemicals / Agents :	\$	6,500.00
Equipment / Glassware :	\$	7,000.00
DI Water	\$	1,400.00
Ovens :	\$	3,000.00
	\$	17,900.00

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 15,500.00	\$ 16,221.95	\$ (721.95)
FY2018	\$ 17,000.00	\$ 16,785.35	\$ 214.65
FY2019	\$ 17,000.00		
Average	\$	16,503.65	
Median	\$	16,503.65	
Maximum	\$	16,785.35	



## Fiscal Year 2020 Budget Request

March 4, 2019

**Department:** New Sewer Operations Exp

Account Title: Vehicles Purchase Capital

Department Number: 35105

Account Number: 60603

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$0.00	\$0.00	\$0.00	\$32,000.00	\$32,000.00

FY 2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00		(\$32,000.00)

**Support for Budget Request:** Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Nothing Requested this budget year

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2017	\$ 9,000.00	\$ 9,000.00	-
FY2018	\$ -	\$ -	-
FY2019	\$ 32,000.00	32000	

Unit #4 Replacement for 2019