

SUMMARY OF BUDGET
REQUIREMENTS
2007 - 2008

DEPARTMENT METER READING
DIVISION 964 METER READING

FUND 595 WATER

I APPROVE THIS ESTIMATE OF REQUIREMENTS FOR 7-1-07 THRU 6-30-08
AND PRESENT MY REQUESTS FOR APPROPRIATIONS.

DEPARTMENT HEAD:

Robert Legg

ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	ORDINARY RECURRING EXPENSES					
	PERSONAL SERVICES					
706 00	SALARY & WAGES PERM EMPLOYEES	\$ 198,438	\$ 245,788	\$ 239,597	\$ 248,575	\$
710 00	FRINGE BENEFITS	105,509	142,645	143,758	149,145	
	TOTAL PERSONAL SERVICES	\$ 303,947	\$ 388,433	\$ 383,355	\$ 397,720	\$
	SUPPLIES AND MATERIALS					
728 00	OFFICE SUPPLIES	\$ 219	\$ 746	\$ 470	\$ 550	\$
730 00	POSTAGE	13	155	200	200	
757 00	OPERATING SUPPLIES	81,582	114,093	106,333	127,552	
759 00	PHOTOGRAPHIC SUPPLIES	270	135	185	185	
768 00	UNIFORMS LAUNDRY & CLEANING	1,587	1,766	2,486	2,616	
	TOTAL SUPPLIES & MATERIALS	\$ 83,671	\$ 116,895	\$ 109,674	\$ 131,103	\$
	CARRIED FORWARD	\$ 387,618	\$ 505,328	\$ 493,029	\$ 528,823	\$

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	BROUGHT FORWARD	\$ 387,618	\$ 505,328	\$ 493,029	\$ 528,823	\$
801 00	CONTRACTUAL SERVICES					
818 00	PROFESSIONAL SERVICES	\$ 371	\$ 747	\$ 1,305	\$ 1,530	\$
853 00	CONTRACTUAL SERVICES	21,514	22,738	29,560	31,965	
873 00	TELEPHONE	0	255	50	200	
873 00	TRAVEL & TRAINING	117	60	520	520	
936 00	REPAIRS & MAINTENANCE	4,826	6,584	7,800	8,400	
947 00	RENT CITY OWNED MOTOR VEHICLES	31,273	38,470	38,198	41,861	
951 00	PRO-RATA SHARE OF ADMIN.	52,175	66,130	67,338	72,535	
958 00	DUES & SUBSCRIPTIONS	114	328	202	202	
981 00	CAPITAL EXPENDITURES UNDER \$5000	0	0	0	1,200	
	TOTAL CONTRACTUAL SERVICES	\$ 110,390	\$ 135,312	\$ 144,973	\$ 158,413	\$
	TOTAL ORDINARY RECURRING EXPENSES	\$ 498,008	\$ 640,640	\$ 638,002	\$ 687,236	\$
982 00	CAPITAL OUTLAY MACHINERY & EQUIPMENT	\$ 0	\$ 0	\$ 26,470	\$ 28,544	\$
	TOTAL CAPITAL OUTLAY	\$ 0	\$ 0	\$ 26,470	\$ 28,544	\$
	TOTAL FOR DIVISION	\$ 498,008	\$ 640,640	\$ 664,472	\$ 715,780	\$

710-00 FRINGE BENEFITS

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 142,645	\$ 143,758		
FULL-TIME SALARIES OF \$248,575 X .60			\$ 149,145	\$
			----- \$ 149,145	----- \$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

728-00 OFFICE SUPPLIES

FUND: 595 WATER
 DIVISION: 964 METER READING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 746	\$ 470		
1. PENS, PENCILS, HIGHLIGHTERS, PAPER & PADS TAPE AND FORMS			\$ 450	\$
2. PHOTO PAPER (GLOSSY & MATTE)			100	
			----- \$ 550	\$

730-00 POSTAGE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 155	\$ 200		
UNITED PARCEL, POSTAGE			\$ 200	\$
			\$ 200	\$

757-00 OPERATING SUPPLIES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 114,093	\$ 106,333		
1. METER KORNERHORN SETTING #2 200 AT 28.17 EA			\$ 5,634	\$
2. METER KORNERHORN SETTING #3 40 AT 31.24 EA			1,250	
3. METER KORNERHORN SETTING #4 20 AT 59.38 EA			1,188	
4. PACK JOINT 400 PAIR - 800 AT 6.88 EA.			5,504	
5. 6" UNITIZED MEASURING ELEMENT 1 AT \$972.00 EA			972	
6. 4" UNITIZED MEASURING ELEMENT 1 AT \$541.00 EA			541	
7. 3" UNITIZED MEASURING ELEMENT 1 AT \$345.00 EA			345	
8. 2" UNITIZED MEASURING ELEMENT (TURB) 2 AT \$288			576	
9. MEASURING CHAMBERS(5/8" - 3/4" - 1")			1,000	
10. FROSTPLATES(5/8" 3/4" 1")			300	
11. LINERS & GASKETS(5/8" 3/4" 1")			425	
12. 2" STRAINERS 4 AT \$176.50 EA			706	
13. 3" STRAINERS 3 @ \$403.48 EA			1,210	
14. 4" STRAINERS 1 @ \$541.08 EA			541	
15. 5/8" X 3/4" WATER METERS 500 @ \$89.49 EA			44,745	
16. 3/4" WATER METERS 50 @ \$128.10 EA			6,405	
17. 1" WATER METERS 15 @ 170.67 EA			2,560	
18. 1 1/2" WATER METERS 5 @ \$374.35 EA			1,872	
19. 2" WATER METERS 5 @ \$512.76 EA			2,564	
20. 2" TURBINE METER 4 @ \$572.76 EA			2,291	
21. 3" TURBINE METER 1 @ \$698.15 EA			698	
22. METER PIT COMPLETE 4'-5'			610	
23. SAFETY SUPPLIES & SIGNS			310	
24. GLOVES & BOOTS			355	
25. DOG REPELLENT			100	
26. COPPER TUBING & FITTINGS			350	
27. PROPANE TANKS, SOLDER, SCREWS & ANCHORS			300	
28. HAND & POWER TOOLS			750	
29. COMPANION FLANGES FOR SPOOL PIECES			150	
30. GROUND CLAMPS & GROUND CABLE			485	
31. 3 WIRE ARB CABLE 10,000 FT AT .15 EA.			1,500	
32. METER GASKETS 5/8" X 3/4" 2000 AT .14 EA.			280	
33. METER GASKETS 1" 1000 AT .16 EA.			160	
34. RF METER REGISTER TRANSMITTERS, (HM)140 @ \$89.00			12,460	
			-----	-----
			\$ 99,137	\$

757-00 OPERATING SUPPLIES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
35. E-CODER, HIGH RESOLUTION ELECTRONIC ENCODER REGISTER, (W/O RFW) 20 @ \$89.00 EA.			\$ 1,780	\$
36. SAFETY VEST (YELLOW/GREEN)			250	
37. HARD HELMETS, 2 @ \$15.00 EA.			30	
38. SAFETY GLASSES			125	
39. HIGH VISIBILITY RAIN GEAR, 2 @ \$109.00 EA.			218	
40. PARTS FOR PORTABLE RADIOS			175	
41. GAS DETECTOR SERVICE & PARTS			350	
42. FIRST AID SUPPLIES			200	
43. MS-102 PIPE LOCATOR, 2 @ \$899.00 EA.			1,798	
44. HONDA 1000 GENERATOR, 1 @ \$989.00 EA.			989	
45. AUTO T-10 REGISTERS (TOUCH PAD), 100 @ \$80.00			8,000	
46. INDUSTRIAL CLEAN CARGO (WASH BAY)			600	
47. DIGITAL CAMERA			450	
48. INDUSTRIAL CLEAN CARGO (CAR WASH)				
49. R900 PIT MOUNT RFW, 20 @ \$90.00 EA			1,800	
50. E-CODER R900I REGISTER, 50 @ \$190.00 EA			9,500	
51. 2" HONDA PUMP W/HOSES			850	
52. PORTABLE FILTERING EXTRACTION SYSTEM			1,300	
			\$ 28,415	\$
			\$ 127,552	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

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759-00 PHOTOGRAPHIC SUPPLIES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 135	\$ 185		
1. DIGITAL CAMERA SD RAM CARD			\$ 65	\$
2. DIGITAL CAMERA BATTERIES			45	
3. MAINTENANCE & CLEANING OF DIGITAL CAMERA			75	
			\$ 185	\$

768-00 UNIFORMS LAUNDRY & CLEANING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 1,766	\$ 2,486		
1. 5 METER JACKETS @ 2 CLEANINGS /YEAR EA.			\$ 100	\$
2. 4 UNIFORMS @ \$8.61 PER WEEK X 52 WEEKS			1,791	
3. MAINTENANCE COVERALLS (FLAME RESISTANT)			200	
4. METER JACKETS UPDATED W/ IDENTIFICATION EMBLEMS			100	
5. MAINTENANCE UPGRADES OF UNIFORMS WITH CINTAS			75	
6. METER JACKET REPLACEMENTS			350	
			----- \$ 2,616	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 595 WATER
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801-00 PROFESSIONAL SERVICES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 747	\$ 1,305		
1. EMPLOYEE DOT PHYSICALS-CDL, 2 @ \$65.00 EA.			\$ 130	\$
2. SAFETY STEEL TOE BOOT REPLACEMENT, 5 @ \$100.00 EA.			500	
3. CDL & "N" ENDORSEMENT REIMBURSEMENT, 2 @ \$30.00 EA.			60	
4. UTIL. BLDG. METER DEPT. (FIRE PROTECTION)			275	
5. TETANUS, 1 @ \$10.00 EA.			10	
6. HEP. B INNOCULATION, 1 @ \$180.00 EA.			180	
7. DOT DRUG SCREENING			375	
			\$ 1,530	\$

818-00 CONTRACTUAL SERVICES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 22,738	\$ 29,560		-----
1. PHOTO COPIES			\$ 365	\$
2. DATA PROCESSING			28,000	
3. SERVICE CONTRACT FOR DAP 9300 READING SYSTEM FIRST FULL YEAR. (\$3,600.00)			3,600	
			----- \$ 31,965	----- \$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

853-00 TELEPHONE

FUND: 595 WATER
 DIVISION: 964 METER READING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 255	\$ 50		
1. LONG DISTANCE & LOCAL CALLING			\$ 25	\$
2. FAX CALLS			25	
3. REPLACEMENT PARTS FOR NEXTEL			150	
			\$ 200	\$

873-00 TRAVEL & TRAINING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 60	\$ 520		
1. UTILITY SUPV., 2 A.W.W.A. REGIONAL MEETINGS * @ \$100.00 EA			\$ 200	\$
2. UTIL FORM.III, 2 A.W.W.A REGIONAL MEETINGS * @ \$100.00 EA			200	
3. SAFETY SEMINAR 2 MEN @ \$60 EACH *			120	
4. UTIL MANAGER AWWA ANNUAL STATE MEETINGS @ 50%				
5. UTIL SUPV. AWWA ANNUAL STATE MEETINGS @ 50%				
* REQUIRED FOR CERTIFICATION OR OSHA				
			\$ 520	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

936-00 REPAIRS & MAINTENANCE

FUND: 595 WATER
DIVISION: 964 METER READING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 6,584	\$ 7,800		
1. CALIBRATION AND REPAIR OF COMMERCIAL METERS BY CONTRACTOR			\$ 3,000	\$
2. REPAIRS OF ELECTRONIC LOCATING EQUIPMENT			250	
3. REPAIR AND OR REPLACEMENT PARTS FOR PUMPS & GEN			250	
4. HVAC SYSTEM MAINTENANCE			600	
5. UTIL. BUILDING MAINTENANCE & REPAIRS			3,800	
6. CLAIMS & DAMAGES			500	
			\$ 8,400	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 595 WATER

DIVISION: 964 METER READING

947-00 RENT CITY OWNED MOTOR VEHICLES

DESCRIPTION

EXPENDED
05 06

BUDGET
06 07

REQUESTED
07 08

RECOMMENDED
07 08

PREVIOUS YEARS TOTALS

\$ 38,470

\$ 38,198

\$ 8,694⁶
11,128⁷
8,694⁵
8,694⁷
2,782⁷
1,869⁷

- 1. #204 3/4 TON VAN (R) 1625 HR @ \$5.35
- 2. #220 PICKUP TRUCK (R) 2080 HR @ \$5.35
- 3. #214 3/4 TON VAN (R) 1625 HR @ \$5.35
- 4. #216 3/4 TON VAN (R) 1625 HR @ \$5.35
- 5. #234 VAN @25% 2080 HR @ \$5.35

- 7. MOBILE RADIOS (4.25)7,475 HR @ 0.25

\$ 41,861 \$

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951-00 PRO-RATA SHARE OF ADMIN.

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 66,130	\$ 67,338		
PRO-RATA SHARE OF ADMINISTRATION			\$ 72,535	\$
			\$ 72,535	\$

958-00 DUES & SUBSCRIPTIONS

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 328	\$ 202		-----
FOREMAN III AWWA DUES			\$ 130	\$
AMERICAN BACKFLOW PREVENTION ASSOC.			72	
			\$ 202	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

981-00 CAPITAL EXPENDITURES UNDER \$5000

FUND: 595 WATER
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DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 0	\$ 0		
1. 1-4" TURBINE WATER METERS W/ STRAINERS			\$ 1,200	\$
			\$ 1,200	\$

982-00 MACHINERY & EQUIPMENT

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 0	\$ 26,470		
1. CE5320 READER W/ CRADLE AND ACCESS. & ADVANTAGE WAND			\$ 6,700	\$
2. FLOSEARCH II SYSTEM W/ LAPTOP			8,815	
3. 8" NEPTUNE H.P.T. TURBINE METER W/ E-CODER R900I REGISTER & FIRE RATED STRAINER (MUEL.BRASS)			5,161	
4. 10" NEPTUNE H.P.T. TURBINE METER W/ E-CODER R900I REGISTER & FIRE RATED STRAINER (MUEL.BRASS)			7,868	
			----- \$ 28,544	\$