

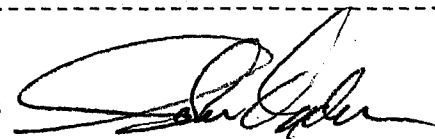
SUMMARY OF BUDGET  
REQUIREMENTS  
2007 - 2008

DEPARTMENT WATER OFFICE  
DIVISION 963 WATER OFFICE

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:



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	\$ 82,942	\$ 83,669	\$ 90,527	\$ 91,003	\$
710 00	FRINGE BENEFITS	44,082	48,573	54,316	54,602	
	TOTAL PERSONAL SERVICES	\$ 127,024	\$ 132,242	\$ 144,843	\$ 145,605	\$
	SUPPLIES AND MATERIALS					
728 00	OFFICE SUPPLIES	\$ 2,729	\$ 1,317	\$ 2,844	\$ 3,150	\$
730 00	POSTAGE	20,954	16,906	26,020	21,000	
757 00	OPERATING SUPPLIES	0	0	200	200	
	TOTAL SUPPLIES & MATERIALS	\$ 23,683	\$ 18,223	\$ 29,064	\$ 24,350	\$
	CARRIED FORWARD	\$ 150,707	\$ 150,465	\$ 173,907	\$ 169,955	\$

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DEPARTMENT WATER OFFICE  
DIVISION 963 WATER OFFICE

FUND 595 WATER

ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	BROUGHT FORWARD	\$ 150,707	\$ 150,465	\$ 173,907	\$ 169,955	\$
	CONTRACTUAL SERVICES					
801 00	PROFESSIONAL SERVICES	\$ 10,440	\$ 9,460	\$ 10,500	\$ 10,500	\$
818 00	CONTRACTUAL SERVICES	52,824	60,552	74,500	77,800	
853 00	TELEPHONE	145	245	200	300	
936 00	REPAIRS & MAINTENANCE	50	40	100	100	
947 00	RENT CITY OWNED MOTOR VEHICLES	0	0	77	80	
951 00	PRO-RATA SHARE OF ADMIN.	22,687	24,670	27,484	27,426	
	TOTAL CONTRACTUAL SERVICES	\$ 86,146	\$ 94,967	\$ 112,861	\$ 116,206	\$
	TOTAL ORDINARY RECURRING EXPENSES	\$ 236,853	\$ 245,432	\$ 286,768	\$ 286,161	\$
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	\$ 0	\$ 0	\$ 0	\$	\$
	TOTAL FOR DIVISION	\$ 236,853	\$ 245,432	\$ 286,768	\$ 286,161	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 595 WATER  
 DIVISION: 963 WATER OFFICE

706-00 SALARY & WAGES PERM EMPLOYEES

NO	TITLE	NAME	D.O.H.	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS				\$ 83,669	\$ 90,527		
01	50% TREASURER/WATER OFFICE SUPERVISOR	M DEMPSEY	01/30/84			\$ 26,186 <sup>4</sup>	\$
02	UTILITIES ACCOUNT CLERK/ CASHIER	L WARD	02/02/87			36,333 <sup>4</sup>	
03	UTILITIES ACCOUNT CLERK/ CASHIER	K GRAY	10/22/98			28,484 <sup>4</sup>	
						\$ 91,003	\$

710-00 FRINGE BENEFITS

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 48,573	\$ 54,316		
FULL-TIME WAGES OF \$91,003 X .60			\$ 54,602	\$
			\$ 54,602	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 595 WATER  
 DIVISION: 963 WATER OFFICE

728-00 OFFICE SUPPLIES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 1,317	\$ 2,844		
SERVICE REQUEST FORMS				
DATA BINDERS			\$ 3,150	\$
ANALYSIS PADS				
MISC. OFFICE SUPPLIES (I.E. PENS, PAPER, PENCILS, ENVELOPES, ADDING MACHINE TAPE, ETC.)				
3000 CREDIT MEMOS				
5000 24 HOUR POSTING FOR SHUT OFF NOTICES				
3000 SIGNED AGREEMENTS				
5 RECEIPT BOOKS				
			\$ 3,150	\$

730-00 POSTAGE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 16,906	\$ 26,020		
REGULAR WATER BILLS (ONCE A MONTH)			\$ 21,000	\$
PAST DUE NOTICES (ONCE A MONTH)				
SHUT OFF NOTICES (ONCE A MONTH)				
DAILY MAIL				
			\$ 21,000	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

757-00 OPERATING SUPPLIES

FUND: 595 WATER  
 DIVISION: 963 WATER OFFICE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 0	\$ 200		
CALCULATOR TO REPLACE EXSISTING			\$ 200	\$
			\$ 200	\$

801-00 PROFESSIONAL SERVICES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 9,460	\$ 10,500		
AUDIT FEE			\$ 10,500	\$
			\$ 10,500	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

818-00 CONTRACTUAL SERVICES

FUND: 595 WATER  
 DIVISION: 963 WATER OFFICE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 60,552	\$ 74,500		
DATA PROCESSING			\$ 77,300	\$
PHOTO COPIES			500	
			\$ 77,800	\$

853-00 TELEPHONE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 245	\$ 200		
LONG DISTANCE AND LOCAL CALLS REGARDING WATER AND SEWER ACCOUNTS			\$ 300	\$
			\$ 300	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

936-00 REPAIRS & MAINTENANCE

FUND: 595 WATER  
 DIVISION: 963 WATER OFFICE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 40	\$ 100	-----	-----
REPAIRS AND MAINTENANCE ON OFFICE EQUIPMENT			\$ 100	\$
			----- \$ 100	----- \$

947-00 RENT CITY OWNED MOTOR VEHICLES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 0	\$ 77		
THE TRANSPORTING OF WATER BILLS, PAST DUE NOTICES, AND SHUT OFF NOTICES TO THE POST OFFICE. (MINIMUM USAGE BEING A TOTAL OF THREE TIMES PER MONTH OR 1 1/2 TOTAL HOURS.)			\$ 80	\$
GOING TO THE POST OFFICE TO DEPOSIT FUNDS INTO THE CITY'S ACCOUNT; AND THE PURCHASING OF STAMPS. (MINIMUM USAGE BEING A TOTAL OF TWO TIMES PER MONTH OR 1 TOTAL HOUR.)				
*SUB-COMPACT SEDAN @ \$2.68 PER HOUR				
-----			\$ 80	\$

951-00 PRO-RATA SHARE OF ADMIN.

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 24,670	\$ 27,484		
PRO RATA SHARE OF ADMINISTRATION RECURRING EXPENSE \$286,161 LESS ADMINISTRATION CHARGES \$27,426 EQUALS \$258,735 @ 10.6%			\$ 27,426	\$
			----- \$ 27,426	\$