

Item 11-1

MADISON WATER UTILITY
2008 Operating Budget Estimate
Income Statement

	2006 ACTUAL	2007 ESTIMATED	2008 ESTIMATED
Water Sales	17,376,398	17,935,400	20,705,600
Other Operating Revenue	337,720	341,000	341,000
Total Operating Revenue	17,714,118	18,276,400	21,046,600
OPERATING EXPENSES:			
Source of Supply	104,195	242,916	312,700
Pumping	2,937,454	3,107,908	3,275,300
Water Treatment	865,575	682,027	678,900
Transmission & Distribution	3,934,993	3,807,203	3,737,900
Customer Accounts	325,303	298,856	342,500
Administrative & General	2,978,934	3,179,474	3,315,400
Operation & Maintenance Expense	11,146,454	11,318,384	11,662,700
Depreciation	3,214,865	3,421,700	3,615,200
Payment in Lieu of Taxes	2,511,931	2,527,200	2,539,800
Other Taxes	339,829	352,850	365,100
Total Operating Expense	17,213,079	17,620,134	18,182,800
Operating Income	501,039	656,266	2,863,800
Interest Income	446,871	561,900	754,700
Interest Expense	-2,028,161	-2,543,600	-3,121,700
NET INCOME before contributions	-1,080,251	-1,325,434	496,800
CAPITAL CONTRIBUTIONS	5,397,982	3,500,000	3,500,000
NET CHANGE IN RETAINED EARNINGS	4,317,731	2,174,566	3,996,800

City of Madison Operating Budget

Departmental Request Worksheet

Year: EW01

Agency Name:

Agency Number:

Budget Function:

Services:

Number	Title
A 2000	Water Supply
B 3000	Column "B"
C 4000	Column "C"
D 5000	Column "D"
E 6000	Column "E"
F 7000	Column "F"
G 8000	Column "G"
H 9000	Column "H"

Benefit Rates:

Permanent Salary Rate=
 Hourly Salary Rate=
 Overtime Salary Rate=

Exec.	Adopted
36.80%	36.80%
11.40%	11.40%
18.20%	18.20%

First Page Narrative Heading:

Compensation Rate Adjustment Applied:

Final Service Summary Column Title:

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Water Utility

Permanent Salaries

Percent Allocation By Service

Position Title	C.G.-RG	FTE's	Annual Pay	Total										Total		
				2000	3000	4000	5000	6000	7000	8000	9000					
Engineer Aide 2	16-13	1.00	46,430	1.00												100%
Maintenance Mechanic 1	16-13	1.00	51,064	1.00												100%
Water Meter Field Leadworker	16-13	1.00	52,468	1.00												100%
Water Meter Mechanic 3	16-13	1.00	52,468	1.00												100%
Water Services Inspector	16-13	3.00	156,026	1.00												100%
Equipment Operator 3	16-12	8.00	377,833	1.00												100%
Public Works Leadworker	16-12	1.00	44,793	1.00												100%
Water Hydrant Inspector	16-12	3.00	149,341	1.00												100%
Waterworks Operator 1	16-12	1.00	50,856	1.00												100%
Engineer Aide 1	16-11	1.00	50,180	1.00												100%
Maintenance Worker	16-11	2.00	87,699	1.00												100%
Public Works Maint. Worker 3	16-11	8.00	373,666	1.00												100%
Water Meter Mechanic 2	16-11	6.00	268,570	1.00												100%
Water One Call Coord.	16-11	3.00	149,450	1.00												100%
Dispatcher	16-10	1.00	46,176	1.00												100%
Equipment Operator 2	16-10	2.00	92,352	1.00												100%
Operations Clerk	16-10	1.00	48,776	1.00												100%
Utility Vehicle Worker	16-10	-	0	1.00												100%
Equipment Operator 1	16-09	10.00	435,107	1.00												100%
Meter Reader	16-09	3.00	134,640	1.00												100%
Public Works Maint. Worker 2	16-09	4.00	170,029	1.00												100%
Water Quality Aide	16-09	1.00	47,086	1.00												100%
Waterworks Maint. Worker	16-09	3.00	137,364	1.00												100%
Public Works Maint. Worker 1	16-08	5.00	194,442	1.00												100%
Civil Tech 1	16-14	1.00	42,415	1.00												100%
		-	0	1.00												100%
		-	0	1.00												100%
		-	0	1.00												100%
		-	0	1.00												100%

Premium Pay	-	21,000	1.00													100%
Workers Comp Pay	-	0	1.00													100%
Vacation/Comp Accrual	-	0	1.00													100%

129.00 \$ 6,639,588
(132,792)

Budgeted Salary Savings

City of Madison Operating Budget
 Compensation Worksheet
 Water Utility

2008 Request

Permanent Salaries

Position Title	2000	3000	4000	5000	6000	7000	8000	9000	Total	Rounding Difference
Electrician	60,580	0	0	0	0	0	0	0	60,580	-
Painter	47,323	0	0	0	0	0	0	0	47,323	-
Water Utility General Manager	120,268	0	0	0	0	0	0	0	120,268	0.06
Accounting/Computer Specialist	54,860	0	0	0	0	0	0	0	54,860	-
Administrative Clerk 2	139,570	0	0	0	0	0	0	0	139,570	-
Administrative Clerk 1	247,295	0	0	0	0	0	0	0	247,295	0.08
Clerk-Typist 2	0	0	0	0	0	0	0	0	0	-
Principal Engineer - Water	87,672	0	0	0	0	0	0	0	87,672	-
Water Utility Financial Mgr.	67,395	0	0	0	0	0	0	0	67,395	(0.12)
Water Utility Operations Mgr.	76,887	0	0	0	0	0	0	0	76,887	-
Accountant 4	79,118	0	0	0	0	0	0	0	79,118	-
Engineer 4	79,118	0	0	0	0	0	0	0	79,118	-
Customer Service Supv.	77,341	0	0	0	0	0	0	0	77,341	-
Water Utility Maint. Supv.	74,802	0	0	0	0	0	0	0	74,802	-
Engineer 3	185,071	0	0	0	0	0	0	0	185,071	0.18
Public Works General Supv.	69,296	0	0	0	0	0	0	0	69,296	-
Water Quality Manager	57,715	0	0	0	0	0	0	0	57,715	(0.04)
Water Utility Admin. Svcs. Mgr.	71,121	0	0	0	0	0	0	0	71,121	-
Accountant 2	58,404	0	0	0	0	0	0	0	58,404	(0.03)
Public Works General Foreman	116,523	0	0	0	0	0	0	0	116,523	-
Engineer 1	47,070	0	0	0	0	0	0	0	47,070	(0.34)
Program Assistant 1	45,461	0	0	0	0	0	0	0	45,461	-
Engineer Program Spec. 2	65,962	0	0	0	0	0	0	0	65,962	-
Electronic Maint. Technician	109,705	0	0	0	0	0	0	0	109,705	0.08
Engineer Program Spec. 1	174,097	0	0	0	0	0	0	0	174,097	(0.16)
Cross Conn. Control Inspector	111,376	0	0	0	0	0	0	0	111,376	-
Maintenance Mechanic 2	166,330	0	0	0	0	0	0	0	166,330	-
Master Mechanic	55,536	0	0	0	0	0	0	0	55,536	-
Water Meter Mech. Leadworker	56,550	0	0	0	0	0	0	0	56,550	-
Water Utility Oper. Leadworker	317,466	0	0	0	0	0	0	0	317,466	0.28
Waterworks Operator 2	277,840	0	0	0	0	0	0	0	277,840	-
Water Construction Inspector	108,646	0	0	0	0	0	0	0	108,646	-
Automotive Mechanic	52,962	0	0	0	0	0	0	0	52,962	-

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Water Utility

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Permanent Salaries

Position Title	2000	3000	4000	5000	6000	7000	8000	9000	Total	Rounding Difference
Engineer Aide 2	46,430	0	0	0	0	0	0	0	46,430	-
Maintenance Mechanic 1	51,064	0	0	0	0	0	0	0	51,064	-
Water Meter Field Leadworker	52,468	0	0	0	0	0	0	0	52,468	-
Water Meter Mechanic 3	52,468	0	0	0	0	0	0	0	52,468	-
Water Services Inspector	156,026	0	0	0	0	0	0	0	156,026	-
Equipment Operator 3	377,833	0	0	0	0	0	0	0	377,833	0.48
Public Works Leadworker	44,793	0	0	0	0	0	0	0	44,793	(0.32)
Water Hydrant Inspector	149,341	0	0	0	0	0	0	0	149,341	-
Waterworks Operator 1	50,856	0	0	0	0	0	0	0	50,856	-
Engineer Aide 1	50,180	0	0	0	0	0	0	0	50,180	-
Maintenance Worker	87,699	0	0	0	0	0	0	0	87,699	0.28
Public Works Maint. Worker 3	373,666	0	0	0	0	0	0	0	373,666	-
Water Meter Mechanic 2	268,570	0	0	0	0	0	0	0	268,570	0.40
Water One Call Coord.	149,450	0	0	0	0	0	0	0	149,450	-
Dispatcher	46,176	0	0	0	0	0	0	0	46,176	-
Equipment Operator 2	92,352	0	0	0	0	0	0	0	92,352	-
Operations Clerk	48,776	0	0	0	0	0	0	0	48,776	-
Utility Vehicle Worker	0	0	0	0	0	0	0	0	0	-
Equipment Operator 1	435,107	0	0	0	0	0	0	0	435,107	0.44
Meter Reader	134,640	0	0	0	0	0	0	0	134,640	0.34
Public Works Maint. Worker 2	170,029	0	0	0	0	0	0	0	170,029	0.44
Water Quality Aide	47,086	0	0	0	0	0	0	0	47,086	-
Waterworks Maint. Worker	137,364	0	0	0	0	0	0	0	137,364	-
Public Works Maint. Worker 1	194,442	0	0	0	0	0	0	0	194,442	0.48
Civil Tech 1	42,415	0	0	0	0	0	0	0	42,415	0.16
	0	0	0	0	0	0	0	0	0	-
	0	0	0	0	0	0	0	0	0	-
	0	0	0	0	0	0	0	0	0	-
	0	0	0	0	0	0	0	0	0	-
Premium Pay	21,000	0	0	0	0	0	0	0	21,000	-
Workers Comp Pay	0	0	0	0	0	0	0	0	0	-
Vacation/Comp Accrual	0	0	0	0	0	0	0	0	0	-
	\$ 6,639,591	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 6,639,591	\$ 2.69
Budgeted Salary Savings	(132,792)	0	0	0	0	0	0	0	(132,792)	-

Permanent Salary Detail

Water Utility

2008

Position Title	CG-RG	FTE's		Requested		Executive		Adopted	
		2006	2007	FTE's	Amount	FTE's	Amount	FTE's	Amount
Electrician	71-04	1.00	1.00	1.00	\$ 60,580	-	\$ -	0	\$ -
Painter	71-01	1.00	1.00	1.00	47,323	-	0	0	0
Water Utility General Manager	21-21	1.00	1.00	1.00	120,268	-	0	0	0
Accounting/Computer Specialist	20-16	1.00	1.00	1.00	54,860	-	0	0	0
Administrative Clerk 2	20-11	3.00	3.00	3.00	139,570	-	0	0	0
Administrative Clerk 1	20-09	6.00	6.00	6.00	247,295	-	0	0	0
Clerk-Typist 2	20-06	1.30	-	-	0	-	0	0	0
Principal Engineer - Water	18-16	1.00	1.00	1.00	87,672	-	0	0	0
Water Utility Financial Mgr.	18-15	1.00	1.00	1.00	67,395	-	0	0	0
Water Utility Operations Mgr.	18-14	1.00	1.00	1.00	76,887	-	0	0	0
Accountant 4	18-12	1.00	1.00	1.00	79,118	-	0	0	0
Engineer 4	18-12	1.00	1.00	1.00	79,118	-	0	0	0
Customer Service Supv.	18-11	1.00	1.00	1.00	77,341	-	0	0	0
Water Utility Maint. Supv.	18-11	1.00	1.00	1.00	74,802	-	0	0	0
Engineer 3	18-10	3.00	3.00	3.00	185,071	-	0	0	0
Public Works General Supv.	18-10	1.00	1.00	1.00	69,296	-	0	0	0
Water Quality Manager	18-10	1.00	1.00	1.00	57,715	-	0	0	0
Water Utility Admin. Svcs. Mgr.	18-10	1.00	1.00	1.00	71,121	-	0	0	0
Accountant 2	18-08	1.00	1.00	1.00	58,404	-	0	0	0
Public Works General Foreman	18-07	2.00	2.00	2.00	116,523	-	0	0	0
Engineer 1	18-06	-	1.00	1.00	47,070	-	0	0	0
Program Assistant 1	17-11	1.00	1.00	1.00	45,461	-	0	0	0
Engineer Program Spec. 2	16-19	4.00	1.00	1.00	65,962	-	0	0	0
Electronic Maint. Technician	16-17	1.00	1.00	2.00	109,705	-	0	0	0
Engineer Program Spec. 1	16-17	-	3.00	3.00	174,097	-	0	0	0
Cross Conn. Control Inspector	16-15	2.00	2.00	2.00	111,376	-	0	0	0
Maintenance Mechanic 2	16-15	3.00	3.00	3.00	166,330	-	0	0	0
Master Mechanic	16-15	1.00	1.00	1.00	55,536	-	0	0	0
Water Meter Mech. Leadworker	16-15	1.00	1.00	1.00	56,550	-	0	0	0
Water Utility Oper. Leadworker	16-15	6.00	6.00	6.00	317,466	-	0	0	0
Waterworks Operator 2	16-15	5.00	5.00	5.00	277,840	-	0	0	0
Water Construction Inspector	16-14	2.00	3.00	2.00	108,646	-	0	0	0
Automotive Mechanic	16-13	1.00	1.00	1.00	52,962	-	0	0	0

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Water Utility

2008

Position Title	CG-RG	FTE's		Requested		Executive		Adopted	
		2006	2007	FTE's	Amount	FTE's	Amount	FTE's	Amount
Engineer Aide 2	16-13	1.00	1.00	1.00	46,430	-	0	-	0
Maintenance Mechanic 1	16-13	1.00	1.00	1.00	51,064	-	0	-	0
Water Meter Field Leadworker	16-13	1.00	1.00	1.00	52,468	-	0	-	0
Water Meter Mechanic 3	16-13	1.00	1.00	1.00	52,468	-	0	-	0
Water Services Inspector	16-13	3.00	3.00	3.00	156,026	-	0	-	0
Equipment Operator 3	16-12	8.00	8.00	8.00	377,833	-	0	-	0
Public Works Leadworker	16-12	1.00	1.00	1.00	44,793	-	0	-	0
Water Hydrant Inspector	16-12	2.00	3.00	3.00	149,341	-	0	-	0
Waterworks Operator 1	16-12	1.00	1.00	1.00	50,856	-	0	-	0
Engineer Aide 1	16-11	1.00	1.00	1.00	50,180	-	0	-	0
Maintenance Worker	16-11	2.00	2.00	2.00	87,699	-	0	-	0
Public Works Maint. Worker 3	16-11	4.00	6.00	8.00	373,666	-	0	-	0
Water Meter Mechanic 2	16-11	7.00	7.00	6.00	268,570	-	0	-	0
Water One Call Coord.	16-11	3.00	3.00	3.00	149,450	-	0	-	0
Dispatcher	16-10	1.00	1.00	1.00	46,176	-	0	-	0
Equipment Operator 2	16-10	2.00	2.00	2.00	92,352	-	0	-	0
Operations Clerk	16-10	1.00	1.00	1.00	48,776	-	0	-	0
Utility Vehicle Worker	16-10	1.00	-	-	0	-	0	-	0
Equipment Operator 1	16-09	10.00	10.00	10.00	435,107	-	0	-	0
Meter Reader	16-09	3.00	3.00	3.00	134,640	-	0	-	0
Public Works Maint. Worker 2	16-09	4.00	4.00	4.00	170,029	-	0	-	0
Water Quality Aide	16-09	1.00	1.00	1.00	47,086	-	0	-	0
Waterworks Maint. Worker	16-09	3.00	3.00	3.00	137,364	-	0	-	0
Public Works Maint. Worker 1	16-08	7.00	7.00	5.00	194,442	-	0	-	0
Civil Tech 1	16-14	-	-	1.00	42,415	-	0	-	0
0	0	-	-	-	0	-	0	-	0
0	0	-	-	-	0	-	0	-	0
0	0	-	-	-	0	-	0	-	0
0	0	-	-	-	0	-	0	-	0
Premium Pay		-	-	-	21,000	-	0	-	0
Workers Comp Pay		-	-	-	0	-	0	-	0
Vacation/Comp Accrual		-	-	-	0	-	0	-	0
Budgeted Salary Savings	2.00%	126.30	129.00	129.00	\$ 6,639,591	-	\$	0	\$
					(132,792)				0

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Water Utility

2008

Position Title	CG-RG	FTE's		Requested		Executive		Adopted	
		2006	2007	FTE's	Amount	FTE's	Amount	FTE's	Amount
Net Permanent Salaries		126.30	129.00	129.00	\$ 6,506,799	-	\$ 0	-	\$ 0

Water Utility

Expenditures

	<u>2006</u> <u>Actual</u>	<u>2007</u> <u>Budget</u>	<u>2007</u> <u>Projected</u>	<u>2008</u> <u>Request</u>	<u>2008</u> <u>Executive</u>	<u>2008</u> <u>Adopted</u>
Purchased Services						
54100 Utilities	2,222,274	2,225,432	2,250,000	2,332,000	0	0
54201 Telephone Cellular	10,907	13,000	14,000	16,000	0	0
54202 Telephone Regular	9,378	19,000	13,000	13,000	0	0
54301 General B&G Repairs & Maint	94,042	82,400	127,700	84,900	0	0
54401 General Equip Repairs & Maint	283,010	180,000	275,000	283,300	0	0
54472 Street Maintenance	127,112	500,000	200,000	200,000	0	0
54473 Sidewalk Maintenance	55,387	100,000	75,000	75,000	0	0
54901 Other Services General	217,945	395,000	315,000	335,000	0	0
54910 Advertising	7,661	15,000	50,000	50,000	0	0
54951 Lab Services	140,330	9,632	25,000	87,840	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
Total	\$ 3,168,046	\$ 3,539,464	\$ 3,344,700	\$ 3,477,040	\$ 0	\$ 0

Supplies

55000 Supplies	2,935,370	688,415	715,140	1,043,100	0	0
55100 Office Supplies	0	0	0	0	0	0
55110 General Office Supplies	11,528	8,250	8,250	10,000	0	0
55140 Postage	63,821	60,000	60,000	90,000	0	0
55155 Computer Hardware	55,333	56,700	56,700	0	0	0
55200 Equipment Supplies	0	0	0	0	0	0
55210 General Equipment Supplies	485,750	100,000	100,000	500,000	0	0
55270 Safety Equipment	15,826	20,000	20,000	20,000	0	0

	2006	2007	2007	2008	2008	2008
	Actual	Budget	Projected	Request	Executive	Adopted
Water Utility						
55450 Fuels, Oils, & Lubricants	0	0	0	0	0	0
55460 Gasoline	122,271	151,571	151,571	140,000	0	0
55470 Diesel	48,499	27,129	27,129	60,000	0	0
55480 Oil	7,386	11,300	11,300	7,500	0	0
55520 Printing supp,forms,tokts,app	65,960	30,000	30,000	60,000	0	0
55630 Fertilizers & Chemicals	121,143	175,000	175,000	190,000	0	0
55710 Uniforms	3,783	4,000	4,000	4,500	0	0
55760 Tools	94,347	90,000	90,000	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
Total	\$ 4,031,017	\$ 1,422,365	\$ 1,449,090	\$ 2,125,100	\$ 0	\$ 0
Inter-Departmental Charges						
56020 Attorney - Inter-D (Pmts To)	2,324	8,500	8,500	11,500	0	0
56290 Comm Ec Dev - Inter-D(Pmts To)	6,287	3,600	10,000	10,000	0	0
56330 Comptroller - Inter-D(Pmts To)	34,680	35,720	35,720	36,800	0	0
56340 Info Svcs - Inter-D (Pmts To)	17,500	25,000	25,000	25,000	0	0
56440 Health - Inter-D (Pmts To)	265,885	117,525	117,525	105,346	0	0
56460 Treasurer Inter-d Pmts-to	100,248	104,122	104,122	108,146	0	0
56530 Engineering - Inter-D(Pmts To)	92,512	36,000	36,000	41,000	0	0
56550 Fleet Service - Inter-D(Pmts T	3,687	0	4,000	4,000	0	0
56571 TE Signs - Inter-D (Pmts To)	22	500	500	500	0	0
56572 TE Communication Int-D(Pmt To)	17,394	15,221	15,221	16,790	0	0
56630 Streets - Inter-D (Pmts To)	1,097	0	1,000	1,000	0	0
56950 Insurance Fund-Inter-D(Pmt To)	55,872	60,280	60,280	60,474	0	0
56960 Wker's Comp - Inter-D(Pmts To)	174,560	134,496	134,496	180,258	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0

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Water Utility

	<u>2006</u>	<u>2007</u>	<u>2007</u>	<u>2008</u>	<u>2008</u>	<u>2008</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Request</u>	<u>Executive</u>	<u>Adopted</u>
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
Total	\$ 772,068	\$ 540,964	\$ 552,364	\$ 600,814	\$ 0	\$ 0

Item 11-15

Water Utility

	2006 Actual	2007 Budget	2007 Projected	2008 Request	2008 Executive	2008 Adopted
Debt / Other Financing Uses						
57120 Interest - Debt Service	2,028,161	2,325,681	2,325,681	3,121,700	0	0
57200 Payment in Lieu Of Taxes	2,730,315	2,776,167	2,738,918	2,752,640	0	0
57999 Reserves Generated	0	795,017	795,017	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
Total	\$ 4,758,476	\$ 5,896,865	\$ 5,859,616	\$ 5,874,340	\$	0 \$

Inter-Agency Billings

	2006 Actual	2007 Budget	2007 Projected	2008 Request	2008 Executive	2008 Adopted
Billings to Departments						
59540 ID Pmt From Sewer Utility	1,873,511	1,377,570	1,407,446	1,475,280	0	0
59560 ID Pmt From Storm Utility	118,267	106,300	115,822	116,015	0	0
59630 ID Pmt From Streets Division	2,932	8,400	3,000	3,000	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
Total	\$ 1,994,710	\$ 1,492,270	\$ 1,526,268	\$ 1,594,295	\$	0 \$

Other Sources

70000 Revenues	17,714,118	19,829,720	18,276,400	21,046,600	0	0
79999 Reserves Applied	0	0	0	0	0	0

Item 11-16

Water Utility

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 Projected</u>	<u>2008 Request</u>	<u>2008 Executive</u>	<u>2008 Adopted</u>
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
Total	<u>\$ 17,714,118</u>	<u>\$ 19,829,720</u>	<u>\$ 18,276,400</u>	<u>\$ 21,046,600</u>	<u>\$ 0</u>	<u>\$ 0</u>

Total Inter-Agency Billings

<u>\$ 19,708,828</u>	<u>\$ 21,321,990</u>	<u>\$ 19,802,668</u>	<u>\$ 22,640,895</u>	<u>\$ 0</u>	<u>\$ 0</u>
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City of Madison Operating Budget 2008
 Detail Summary
 Water Utility

2006
 ACTUAL

Summary by Major Object:

	2000	3000	4000	5000	6000	7000	8000	9000	Total
Permanent Salaries	\$ 5,854,614								\$ 5,854,614
Hourly Employee Pay	233,510								233,510
Overtime Pay	66,085								66,085
Fringe Benefits	1,905,263								1,905,263
Purchased Services	3,168,046	0	0	0	0	0	0	0	3,168,046
Supplies	4,031,017	0	0	0	0	0	0	0	4,031,017
Inter-Departmental Charges	772,068	0	0	0	0	0	0	0	772,068
Debt/Other Financing Uses	4,758,476	0	0	0	0	0	0	0	4,758,476
Capital Assets									0
Total Expenditures	\$ 20,789,079	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 20,789,079
Total Inter-Agency Billings	19,708,828	0	0	0	0	0	0	0	19,708,828
Net Budget	\$ 1,080,251	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,080,251

2007
 BUDGET

Summary by Major Object:

	2000	3000	4000	5000	6000	7000	8000	9000	Total
Permanent Salaries	\$ 6,465,168	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 6,465,168
Hourly Employee Pay	180,250	0	0	0	0	0	0	0	180,250
Overtime Pay	128,750	0	0	0	0	0	0	0	128,750
Fringe Benefits	2,423,164	0	0	0	0	0	0	0	2,423,164
Purchased Services	3,539,464	0	0	0	0	0	0	0	3,539,464
Supplies	1,422,365	0	0	0	0	0	0	0	1,422,365
Inter-Departmental Charges	540,964	0	0	0	0	0	0	0	540,964
Debt/Other Financing Uses	5,896,865	0	0	0	0	0	0	0	5,896,865
Capital Assets	725,000	0	0	0	0	0	0	0	725,000
Total Expenditures	\$ 21,321,990	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 21,321,990
Total Inter-Agency Billings	21,321,990	0	0	0	0	0	0	0	21,321,990
Net Budget	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Items 11-18

**2007
PROJECTED**

Summary by Major Object:

	2000	3000	4000	5000	6000	7000	8000	9000	Total
Permanent Salaries	\$ 6,465,168	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	6,465,168
Hourly Employee Pay	180,250	0	0	0	0	0	0	0	180,250
Overtime Pay	128,750	0	0	0	0	0	0	0	128,750
Fringe Benefits	2,423,164	0	0	0	0	0	0	0	2,423,164
Purchased Services	3,344,700	0	0	0	0	0	0	0	3,344,700
Supplies	1,449,090	0	0	0	0	0	0	0	1,449,090
Inter-Departmental Charges	552,364	0	0	0	0	0	0	0	552,364
Debt/Other Financing Uses	5,859,616	0	0	0	0	0	0	0	5,859,616
Capital Assets	725,000	0	0	0	0	0	0	0	725,000
Total Expenditures	\$ 21,128,102	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 21,128,102
Total Inter-Agency Billings	19,802,668	0	0	0	0	0	0	0	19,802,668
Net Budget	\$ 1,325,434	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,325,434

**2008
REQUESTED**

Summary by Major Object:

	2000	3000	4000	5000	6000	7000	8000	9000	Total
Permanent Salaries	\$ 6,506,799	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	6,506,799
Hourly Employee Pay	200,000	0	0	0	0	0	0	0	200,000
Overtime Pay	150,000	0	0	0	0	0	0	0	150,000
Fringe Benefits	2,444,602	0	0	0	0	0	0	0	2,444,602
Purchased Services	3,477,040	0	0	0	0	0	0	0	3,477,040
Supplies	2,125,100	0	0	0	0	0	0	0	2,125,100
Inter-Departmental Charges	600,814	0	0	0	0	0	0	0	600,814
Debt/Other Financing Uses	5,874,340	0	0	0	0	0	0	0	5,874,340
Capital Assets	765,400	0	0	0	0	0	0	0	765,400
Total Expenditures	\$ 22,144,095	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 22,144,095
Total Inter-Agency Billings	22,640,895	0	0	0	0	0	0	0	22,640,895
Net Budget	\$ (496,800)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (496,800)

Item 11-19

**2008
EXECUTIVE**

Summary by Major Object:

	<u>2000</u>	<u>3000</u>	<u>4000</u>	<u>5000</u>	<u>6000</u>	<u>7000</u>	<u>8000</u>	<u>9000</u>	Total
Permanent Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0
Hourly Employee Pay	0	0	0	0	0	0	0	0	0
Overtime Pay	0	0	0	0	0	0	0	0	0
Fringe Benefits	0	0	0	0	0	0	0	0	0
Purchased Services	0	0	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0	0	0
Inter-Departmental Charges	0	0	0	0	0	0	0	0	0
Debt/Other Financing Uses	0	0	0	0	0	0	0	0	0
Capital Assets	0	0	0	0	0	0	0	0	0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0
Total Inter-Agency Billings	0	0	0	0	0	0	0	0	0
Net Budget	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0

**2008
ADOPTED**

Summary by Major Object:

	<u>2000</u>	<u>3000</u>	<u>4000</u>	<u>5000</u>	<u>6000</u>	<u>7000</u>	<u>8000</u>	<u>9000</u>	Total
Permanent Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0
Hourly Employee Pay	0	0	0	0	0	0	0	0	0
Overtime Pay	0	0	0	0	0	0	0	0	0
Fringe Benefits	0	0	0	0	0	0	0	0	0
Purchased Services	0	0	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0	0	0
Inter-Departmental Charges	0	0	0	0	0	0	0	0	0
Debt/Other Financing Uses	0	0	0	0	0	0	0	0	0
Capital Assets	0	0	0	0	0	0	0	0	0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0
Total Inter-Agency Billings	0	0	0	0	0	0	0	0	0
Net Budget	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0

Item 11-20

Water Utility

Item 11-22

Agency Number: 64
Budget Function: Public Works and Transportation

The mission of the Madison Water Utility is to provide and maintain an adequate supply of safe water for consumption and fire protection, with quality service and at a reasonable price, for present and future generations.

<u>Major Service</u>	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 Projected</u>	<u>2008 Request</u>	<u>2008 Executive</u>	<u>2008 Adopted</u>
Water Supply	1,080,251	0	1,325,434	(496,800)	0	0
Agency Total	\$ 1,080,251	\$ 0	\$ 1,325,434	\$ (496,800)	\$ 0	\$ 0

Requested Budget Highlights

The Budget includes:

1. Funding for continuation of existing services.
2. Increased funding for our unidirectional flushing program to \$400,000. In 2007 we budgeted \$220,000 for the unidirectional flushing program.
3. The utility will be filing a formal rate case with the Public Service Commission of Wisconsin in 2008 and the revenue figures in the 2008 operating budget request include an estimated 8% rate increase. The rate increase is projected to be phased in beginning with the August 2008 billing and the full 8% increase will be effective with the February 2009 billing. Our last full rate increase was granted in August of 2007 and averaged 16%. We will begin phasing in this rate increase with the October 2007 billing and it will be fully implemented with the April 2008 bills.
4. A revenue bond issue of approximately \$20,000,000 is anticipated in the fall of 2007 and another of approximately \$12,000,000 is expected in the summer of 2008. Our last bond issue was in June of 2006.

Water Utility

Item 11-23

Budget Service Descriptions:

Water Supply

The Madison Water Utility serves 60,000 customers, providing 12 billion gallons of water a year. The Utility operates 24 wells to supply the water, which is delivered to customers through over 800 miles of water main.

Service Summary			
	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2008 Executive</u>
Total Expenditures	\$ 20,789,079	\$ 21,321,990	\$ 0
Less Inter-Agency Billings	19,708,828	21,321,990	0
Net Total	<u>\$ 1,080,251</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Water Utility
Summary by Major Object of Expenditure**

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 Projected</u>	<u>2008 Request</u>	<u>2008 Executive</u>	<u>2008 Adopted</u>
Permanent Salaries	\$ 5,854,614	\$ 6,465,168	\$ 6,465,168	\$ 6,506,799	\$ 0	\$ 0
Hourly Employee Pay	233,510	180,250	180,250	200,000	0	0
Overtime Pay	66,085	128,750	128,750	150,000	0	0
Fringe Benefits	1,905,263	2,423,164	2,423,164	2,444,602	0	0
Purchased Services	3,168,046	3,539,464	3,344,700	3,477,040	0	0
Supplies	4,031,017	1,422,365	1,449,090	2,125,100	0	0
Inter-Departmental Charges	772,068	540,964	552,364	600,814	0	0
Debt/Other Financing Uses	4,758,476	5,896,865	5,859,616	5,874,340	0	0
Capital Assets	0	725,000	725,000	765,400	0	0
Total Expenditures	\$ 20,789,079	\$ 21,321,990	\$ 21,128,102	\$ 22,144,095	\$ 0	\$ 0
Inter-Agency Billings	19,708,828	21,321,990	19,802,668	22,640,895	0	0
Net Budget	<u>\$ 1,080,251</u>	<u>\$ 0</u>	<u>\$ 1,325,434</u>	<u>\$ (496,800)</u>	<u>\$ 0</u>	<u>\$ 0</u>

CITY OF MADISON
2008 Supplemental Budget Request

Agency: Water Utility

Title of Request: Cross Connection Control Inspectors

Description of Supplemental Budget Request:

Request 2 additional Cross Connection Control Inspectors plus vehicles for the positions. See attached justification.

Service # Affected	2000	
Accounts Affected (Attach a more detailed account/ service breakdown if appropriate.)		
<u>Expenses</u>		<u>Total Amount</u>
51100		\$ 91266
51120		\$
51200		\$
51300		\$
52000		\$ 33586
54000's:		
	\$	
	\$	
	\$	\$
55000's:		
	\$	
	\$	
	\$	\$
56000's:		
	\$	
	\$	
	\$	\$
58000		\$ 40000
Total Expense		\$ 164852
<u>I/D Billings/Revenue</u>		
70000	\$ 164852	
	\$	\$ 164852
Net Impact		\$ 0

THIS IS A REQUEST TO:

Continue an existing service or program

Expand or increase an existing service or program

Add a new service or program

Other

Notes:
See attached justification

INSTRUCTIONS

This form is to be used for 2008 Operating Budget requests that exceed your agency's target. A form should be completed for each individual decision item. Please submit any of these supplemental request forms along with your base budget submission.

Item 11-25

Current Water Quality Staffing Needs:

Request:

For the 2008 Operating Budget, the Water Quality section is asking for the addition of three permanent, full-time position including two (2) cross connection control inspectors and one (1) administrative clerk.

Justification:

Wisconsin Administrative Code, Chapter NR 811.09(c), requires "each supplier of water shall inspect every service a minimum of once every 10 years. It is recommended that industrial and commercial services be inspected once every 2 years." Over the past twelve months, Madison's two cross connection control inspectors completed 335 inspections out of nearly 8500 industrial and commercial services. In recent years, the number of inspections completed has been limited by increasing attention on water quality concerns (e.g. manganese, discolored water, chlorine, a loss of trust in drinking water safety), other statutory responsibilities (well inspecting, permitting, and abandonment), and staff time off for sick leave and worker's compensation. Currently, the Water Utility does not perform inspections at the nearly 55,000 residential service connections. Additional cross connection control inspectors are needed to ensure that potential, high hazard cross connections do not threaten the City's water supply. In addition, a more effective cross connection control program could eliminate some uncertainty about the risks associated with potential backflow conditions arising from unidirectional flushing.

Furthermore, an administrative clerk assigned to the Water Quality section could facilitate a greater number of annual cross connection control inspections. The clerk would be responsible for coordinating and sending notices, entering inspection results into the database, maintaining records, and developing inspection schedules. This administrative role would help to alleviate some of the data entry time and allow more time for inspections and re-inspections. The clerk position would perform tasks similar to those performed by clerks in Meter Shop or Customer Service areas. In addition to the cross connection support role, the clerk would be available to answer calls made to the Water Quality hotline. Currently, the Water Quality Manager takes these calls; however, a large number of calls are transferred to voicemail especially when the manager is out of the office, at meetings, or attending to other water quality responsibilities. Recent events have shown the importance of receiving and responding to water quality concerns in a timely fashion. In addition, the clerk would serve as an initial screen on water quality calls, responding to general information requests and reports of water quality concerns that require no further action. This activity could free up additional time for the manager to address other water quality priorities such as completing technical reports and neighborhood newsletters, developing educational and outreach programs, and ensuring that the utility continues to meet all required water sampling and reporting requirements.

CITY OF MADISON
2008 Supplemental Budget Request

Item 11-26
 Priority # 1b

Agency: Water Utility

Title of Request: Engineering Aide 2

Description of Supplemental Budget Request:

Request an Engineering Aide 2 position in the Engineering section. See attached justification.

Service # Affected	2000	
Accounts Affected (Attach a more detailed account/ service breakdown if appropriate.)		
<u>Expenses</u>		<u>Total Amount</u>
51100		\$ 41294
51120		\$
51200		\$
51300		\$
52000		\$ 15196
54000's:		
	\$	
	\$	
	\$	\$
55000's:		
	\$	
	\$	
	\$	\$
56000's:		
	\$	
	\$	
	\$	\$
58000		\$
Total Expense		\$ 56490
<u>I/D Billings/Revenue</u>		
70000	\$ 56490	
	\$	\$ 56490
Net Impact		\$ 0

THIS IS A REQUEST TO:

Continue an existing service or program

Expand or increase an existing service or program

Add a new service or program

Other

Notes:
See attached justification.

INSTRUCTIONS

This form is to be used for 2008 Operating Budget requests that exceed your agency's target. A form should be completed for each individual decision item. Please submit any of these supplemental request forms along with your base budget submission.

Engineering Section
2008 Operating Budget Request

Item 11-27

August 13, 2007

Alan L. Larson – Principal Engineer

119 E. Olin Avenue
Madison, Wisconsin 53713
Telephone: 608 266-4653
email: allarson@cityofmadison.com



Engineering Aide 2

Request: 1 Full Time Position to be under filled at the Engineering Aide 1 level.

Position Title: Engineering Aide

Justification: Planning, mapping, and customer notification associated with the Unidirectional Flushing (UDF) Program requires significant office effort and time. Currently hourly staff is completing these tasks under the direction of the Mapping and Systems Engineer. It is the Utility's policy to continue the UDF program indefinitely to maintain and sustain high distribution system water quality. The tasks associated with the UDF program and the staff time required will continue and staff will be required to adequately track, plan, monitor and schedule progress and notify the public during the implementation of the UDF program.

General record keeping and public information requests have increased steadily since 2005 and will continue at current levels. This increased effort has required significant staff time. Hourly temporary staff has assisted in maintaining Utility records and responding to public inquiries and information requests. It is expected that this level of effort will continue and permanent full time staff will be needed to meet this expectation.

Not approving this request to add an Engineering Aide 1 will result in the utility continuing to utilize hourly employees to complete these tasks. This method of addressing this need has an inherent level of risk and inefficiency.

Cost: Annual salary cost = \$39,100 not including benefits and other salary overhead.

Engineer 3

Request: Two Full Time Engineer 3 positions to be under filled at the Engineer 1 level.

Position Title: Staff Water Design Engineer

Justification: The Utility annual capital budget has increased over 300% over 2005 levels and due to infrastructure replacement needs and master plan projections, it is expected that annual capital budget expenditures will not go down. In 2007 the number of engineering designers on staff went from 5 to 7 with the addition of an engineer and a civil technician, a designer staff increase of 40%. It is proposed to add 2 full time engineer positions in 2008 to improve design efficiency and to allow staff to be assigned to tasks that have been delayed due to a lack of staff. Due to significant increased public and Common Council awareness and interest in the Water Utility meeting overall needed system improvement and upgrade goals and objectives, involving and educating the public in the development of new facilities, and maintaining excellent operational service and high quality water, it is imperative that identified and budgeted projects and programs be well planned and completed on time.

Optimizing system operation, identifying, conceptualizing, and implementing energy and water conservation projects, developing and maintaining well head protection, analyzing data, preparing engineering reports, implementing and monitoring the Utility's infrastructure management program, and coordinating facility improvement projects identified in the Utility's Master Plan are all areas that additional engineering staff will assist the Principal Engineer in developing and achieving. Having the staff to develop and expand the in house level of expertise in all areas of utility engineering and operation will improve response to issues and will allow us to anticipate challenges before they become deficiencies that will impact the public and the overall quality of service provided to our customers.

Not approving this request to add additional engineering staff will result in the utility continuing to utilize hourly employees and consultants to complete these tasks and it will delay the completion of some projects. This method of addressing this need has an inherent level of risk and inefficiency.

Cost: Annual salary cost = \$91,400 not including benefits and other salary overhead.

CITY OF MADISON
2008 Supplemental Budget Request

Item 11-28
 Priority # 2a

Agency: Water Utility

Title of Request: Water Quality Administrative Clerk

Description of Supplemental Budget Request:

Request an Administrative Clerk position in the Water Quality section. See attached justification.

Service # Affected	2000	
Accounts Affected (Attach a more detailed account/ service breakdown if appropriate.)		
<u>Expenses</u>		<u>Total Amount</u>
51100		\$ 36521
51120		\$
51200		\$
51300		\$
52000		\$ 13440
54000's:		
	\$	
	\$	
	\$	\$
55000's:		
	\$	
	\$	
	\$	\$
56000's:		
	\$	
	\$	
	\$	\$
58000		\$
Total Expense		\$ 49961
I/D Billings/Revenue		
70000	\$ 49961	
	\$	\$ 49961
Net Impact		\$ 0

THIS IS A REQUEST TO:

Continue an existing service or program

Expand or increase an existing service or program

Add a new service or program

Other

Notes:
See attached justification.

INSTRUCTIONS

This form is to be used for 2008 Operating Budget requests that exceed your agency's target. A form should be completed for each individual decision item. Please submit any of these supplemental request forms along with your base budget submission.

Current Water Quality Staffing Needs:

Request:

For the 2008 Operating Budget, the Water Quality section is asking for the addition of three permanent, full-time position including two (2) cross connection control inspectors and one (1) administrative clerk.

Justification:

Wisconsin Administrative Code, Chapter NR 811.09(c), requires "each supplier of water shall inspect every service a minimum of once every 10 years. It is recommended that industrial and commercial services be inspected once every 2 years." Over the past twelve months, Madison's two cross connection control inspectors completed 335 inspections out of nearly 8500 industrial and commercial services. In recent years, the number of inspections completed has been limited by increasing attention on water quality concerns (e.g. manganese, discolored water, chlorine, a loss of trust in drinking water safety), other statutory responsibilities (well inspecting, permitting, and abandonment), and staff time off for sick leave and worker's compensation. Currently, the Water Utility does not perform inspections at the nearly 55,000 residential service connections. Additional cross connection control inspectors are needed to ensure that potential, high hazard cross connections do not threaten the City's water supply. In addition, a more effective cross connection control program could eliminate some uncertainty about the risks associated with potential backflow conditions arising from unidirectional flushing.

Furthermore, an administrative clerk assigned to the Water Quality section could facilitate a greater number of annual cross connection control inspections. The clerk would be responsible for coordinating and sending notices, entering inspection results into the database, maintaining records, and developing inspection schedules. This administrative role would help to alleviate some of the data entry time and allow more time for inspections and re-inspections. The clerk position would perform tasks similar to those performed by clerks in Meter Shop or Customer Service areas. In addition to the cross connection support role, the clerk would be available to answer calls made to the Water Quality hotline. Currently, the Water Quality Manager takes these calls; however, a large number of calls are transferred to voicemail especially when the manager is out of the office, at meetings, or attending to other water quality responsibilities. Recent events have shown the importance of receiving and responding to water quality concerns in a timely fashion. In addition, the clerk would serve as an initial screen on water quality calls, responding to general information requests and reports of water quality concerns that require no further action. This activity could free up additional time for the manager to address other water quality priorities such as completing technical reports and neighborhood newsletters, developing educational and outreach programs, and ensuring that the utility continues to meet all required water sampling and reporting requirements.

CITY OF MADISON
2008 Supplemental Budget Request

Item 11-30
Priority # 2b & 3

Agency: Water Utility

Title of Request: Engineer 3

Description of Supplemental Budget Request:

Request 2 Engineer 3 positions in the Engineering section. See attached justification.

Service # Affected	2000
Accounts Affected (Attach a more detailed account/ service breakdown if appropriate.)	
Expenses	Total Amount
51100	\$ 94425
51120	\$
51200	\$
51300	\$
52000	\$ 34748
54000's:	
\$	
\$	
\$	\$
55000's:	
\$	
\$	
\$	\$
56000's:	
\$	
\$	
\$	\$
58000	\$
Total Expense	\$ 129173
I/D Billings/Revenue	
70000	\$ 129173
\$	\$ 129173
Net Impact	\$ 0

THIS IS A REQUEST TO:

- Continue an existing service or program
- Expand or increase an existing service or program
- Add a new service or program
- Other

Notes:
See attached justification.

INSTRUCTIONS

This form is to be used for 2008 Operating Budget requests that exceed your agency's target. A form should be completed for each individual decision item. Please submit any of these supplemental request forms along with your base budget submission.

Engineering Section
2008 Operating Budget Request

August 13, 2007



Alan L. Larson -- Principal Engineer

119 E. Olin Avenue
Madison, Wisconsin 53713
Telephone: 608 266-4653
email: allarson@cityofmadison.com

Engineering Aide 2

Request: 1 Full Time Position to be under filled at the Engineering Aide 1 level.

Position Title: Engineering Aide

Justification: Planning, mapping, and customer notification associated with the Unidirectional Flushing (UDF) Program requires significant office effort and time. Currently hourly staff is completing these tasks under the direction of the Mapping and Systems Engineer. It is the Utility's policy to continue the UDF program indefinitely to maintain and sustain high distribution system water quality. The tasks associated with the UDF program and the staff time required will continue and staff will be required to adequately track, plan, monitor and schedule progress and notify the public during the implementation of the UDF program.

General record keeping and public information requests have increased steadily since 2005 and will continue at current levels. This increased effort has required significant staff time. Hourly temporary staff has assisted in maintaining Utility records and responding to public inquiries and information requests. It is expected that this level of effort will continue and permanent full time staff will be needed to meet this expectation.

Not approving this request to add an Engineering Aide 1 will result in the utility continuing to utilize hourly employees to complete these tasks. This method of addressing this need has an inherent level of risk and inefficiency.

Cost: Annual salary cost = \$39,100 not including benefits and other salary overhead.

Engineer 3

Request: Two Full Time Engineer 3 positions to be under filled at the Engineer 1 level.

Position Title: Staff Water Design Engineer

Justification: The Utility annual capital budget has increased over 300% over 2005 levels and due to infrastructure replacement needs and master plan projections, it is expected that annual capital budget expenditures will not go down. In 2007 the number of engineering designers on staff went from 5 to 7 with the addition of an engineer and a civil technician, a designer staff increase of 40%. It is proposed to add 2 full time engineer positions in 2008 to improve design efficiency and to allow staff to be assigned to tasks that have been delayed due to a lack of staff. Due to significant increased public and Common Council awareness and interest in the Water Utility meeting overall needed system improvement and upgrade goals and objectives, involving and educating the public in the development of new facilities; and maintaining excellent operational service and high quality water, it is imperative that identified and budgeted projects and programs be well planned and completed on time.

Optimizing system operation, identifying, conceptualizing, and implementing energy and water conservation projects; developing and maintaining well head protection, analyzing data, preparing engineering reports, implementing and monitoring the Utility's infrastructure management program, and coordinating facility improvement projects identified in the Utility's Master Plan are all areas that additional engineering staff will assist the Principal Engineer in developing and achieving. Having the staff to develop and expand the in house level of expertise in all areas of utility engineering and operation will improve response to issues and will allow us to anticipate challenges before they become deficiencies that will impact the public and the overall quality of service provided to our customers.

Not approving this request to add additional engineering staff will result in the utility continuing to utilize hourly employees and consultants to complete these tasks and it will delay the completion of some projects. This method of addressing this need has an inherent level of risk and inefficiency.

Cost: Annual salary cost = \$91,400 not including benefits and other salary overhead.