

Public Services – Water Enterprise

Mission Statement – Why We Exist

Maintain safe and effective water distribution system.

Significant Budget & Staffing Changes For FY 2012

We would hope to maintain the level of services as provided at this time.

Recent Accomplishments

- National Water Main Cleaning continued their cleaning of the catch basins
- Rebuilt catch basins
- Flushing Program
- Assisted with hydrant flow tests
- Web site used for up-to-date water emergency related bulletins.
- Liston Leak Detection services used resulting in our finding leaks and weaknesses in the system
- Repair, placing back in service 20” water main line Salem/Beverly Bridge – funds came from water enterprise fund

FY 2012 Goals & Objectives

- Improve system flow, reduce leaks through leak detection and ensure safe drinking water
- Continue flushing program
- Water Gate program – replacing and exercising valves
- Paint and Repair hydrants when necessary.
- Work with city engineer on system improvements
- Continue to identify areas of weakness in the infrastructure and implement repairs and maintenance of, minimizing water loss, leaks and breaks.
- Rebid catch basin cleaning

Outcomes and Performance Measurers	Actual FY 2009	Actual FY 2010	Estimated FY 2011	Estimated FY 2012
Water Main Breaks	11	8	10	10
Service Breaks (Residential issues)	8	2	5	5

How FY 2012 Departmental Goals Relate to City's Overall Long & Short Term Goals

- Reduction in expenditures
- Better use of implementing purchasing laws and practices.
- Improved monitoring of contractual services

CITY OF SALEM - FY 2012 OPERATING BUDGET

			Expenditures FY 2010	Adopted Budget FY 2011	Adjusted Budget FY 2011	Y-T-D Expenses FY 2011	Department FY 2012	Mayor FY 2012	Council FY 2012
Water-Pub Serv-Personnel									
610031	5111	SALARIES-FULL TIME	231,163.47	233,973.00	233,973.00	232,065.43	237,702.00	238,582.00	238,582.00
610031	5131	OVERTIME (GENERAL)	30,232.85	27,000.00	42,000.00	45,808.92	27,000.00	27,000.00	27,000.00
610031	5150	FRINGE/STIPENDS	4,436.50	4,845.00	4,845.00	5,359.00	5,359.00	5,359.00	5,359.00
Total Water-Pub Serv-Personnel			265,832.82	265,818.00	280,818.00	283,233.35	270,061.00	270,941.00	270,941.00
Water-Pub Serv-Expenses									
610032	5211	ELECTRICITY	9,386.82	10,000.00	10,000.00	10,000.00	10,200.00	10,200.00	10,200.00
610032	5215	NATURAL GAS	8,999.80	9,000.00	9,000.00	8,965.72	9,180.00	9,180.00	9,180.00
610032	5251	UTILITY SERV REP & MAINT	23,598.60	31,160.00	31,160.00	24,661.99	31,160.00	20,000.00	20,000.00
610032	5301	POLICE DETAIL	23,000.00	20,000.00	20,000.00	19,960.00	20,000.00	20,000.00	20,000.00
610032	5317	EDUCATIONAL TRAINING	582.00	1,000.00	600.00	300.00	1,000.00	2,235.00	2,235.00
610032	5320	CONTRACTED SERVICES	5,647.86	1,648.00	1,648.00	340.00	1,648.00	1,648.00	1,648.00
610032	5421	OFFICE SUPPLIES (GEN	1,591.19	1,000.00	0.00	0.00	1,000.00	1,000.00	1,000.00
610032	5481	GASOLINE/DIESEL FUEL	104,999.73	95,000.00	152,615.00	134,224.92	98,000.00	98,000.00	98,000.00
610032	5483	VEHICLE PRTS & ACCES	23,617.74	25,000.00	25,500.00	18,292.19	25,000.00	20,000.00	20,000.00
610032	5501	MED & SURGICAL SUPPL	35.25	100.00	100.00	0.00	100.00	0.00	0.00
610032	5780	OTHER EXPENSES	1,463.10	1,535.00	320.00	300.00	1,535.00	0.00	0.00
610032	5839	INFRASTRUCTURE REPAI	24,998.90	25,000.00	24,500.00	23,828.73	26,000.00	15,000.00	15,000.00
Total Water-Pub Serv-Expenses			227,920.99	220,443.00	275,443.00	240,873.55	224,823.00	197,263.00	197,263.00
230	450	Department Total	493,753.81	486,261.00	556,261.00	524,106.90	494,884.00	468,204.00	468,204.00

FY 2012 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Voted By Council FY 2011	Code	F T E	# Hours Wkly = 1	# Board Meetings	Current Rate FY 2011 2.0%	Prop Rate FY 2012 0.0%	Dept Request FY 2012 52.2	Mayor Rate FY 2012 2.5%	Mayor Propsed FY 2012 52.2	Council Voted FY 2012
RENNARD RICHARD	230 WATER-PUBLIC SERV	610031-5111	PUBLIC SERVICES DIR	06031974	29,311.43		0.3		33%	1,701.58	1,701.58	29,311.43	1,752.63	30,190.77	30,190.77
					204,661.37		4.7			Total AFSCME 1818		208,390.55		208,390.55	208,390.55
					233,972.80		5.0		Total Full Time - 5111			237,701.98		238,581.32	238,581.32
	230 WATER-PUBLIC SERV	610031-5131	OVERTIME		27,000.00							27,000.00		27,000.00	27,000.00
	230 WATER-PUBLIC SERV	610031-515C	AFSCME Stipend		4,845.00			4.7		1,150.00	1,150.00	5,359.00	1,150.00	5,359.00	5,359.00
					265,817.80		5.0		Department Total			270,060.98		270,940.32	270,940.32

	FY 2010	FY 2011	FY 2012	Variance
Full-Time Equivalent Employees:	4.9	5.5	5.0	-0.5

FY 2012 AFSCME 1818 Union Employee Rates

EMPLOYEE NAME		Department		Org/Object	Job Title	Hire Date	Voted By Council FY 2011 52.2	F T E	Rate FY 2011 1.5%	Rate FY 2012 0.0%	STEP INCREASES				Dept Request FY 2012 52.2	Mayor FY 2012 52.2	Council FY 2012 52.2
											Date	Rate	# Wks Old New				
BEAUREGARD	RICHARD	230	WATER - PUBLIC SERV	610031-5111	HEAD FOREMAN I/II	3/2/2001	25,175.28	0.5	979.04	1,017.24	7/1/2011			50%	26,549.96	26,549.96	26,549.96
CLAY	JOHN	230	WATER - PUBLIC SERV	610031-5111	HEO	03221999	21,768.44	0.5	834.04	834.04				50%	21,768.44	21,768.44	21,768.44
CONDON	DEREK	230	WATER - PUBLIC SERV	610031-5111	HME0	9/8/2000	20,151.34	0.5	783.66	783.66				50%	20,453.61	20,453.61	20,453.61
COVIELLO	VALERIE	230	WATER - PUBLIC SERV	610031-5111	PRINCIPAL ACCT CLERK	3/2/2000	13,868.94	0.3	809.03	809.03				33%	14,076.97	14,076.97	14,076.97
LEVESQUE	JAMES	230	WATER - PUBLIC SERV	610031-5111	S/Sidewalk Foreman III	06211999	17,264.05	0.3	1,017.24	1,017.24				33%	17,523.01	17,523.01	17,523.01
MARINO	PAUL	230	WATER - PUBLIC SERV	610031-5111	WORKING FOREMAN	07231998	23,698.28	0.5	921.60	921.60				50%	24,053.75	24,053.75	24,053.75
MURRAY III	JOHN	230	WATER - PUBLIC SERV	610031-5111	WATER SYS MAIN CRAFT	05221989	20,151.34	0.5	783.66	783.66				50%	20,453.61	20,453.61	20,453.61
MURRAY III	Shift Differential	230	WATER - PUBLIC SERV	610031-5111	Base Rate X 8% (4 days 32 hrs at \$.50)		1,612.11		62.69	62.69				50%	1,636.29	1,636.29	1,636.29
OSGOOD	STEPHEN	230	WATER - PUBLIC SERV	610031-5111	HME0	1/27/2007	20,151.26	0.5	783.66	783.66				50%	20,453.53	20,453.53	20,453.53
PERRY	JOHN	230	WATER - PUBLIC SERV	610031-5111	MEO	8/6/07	19,048.30	0.5	740.77	740.77				50%	19,334.03	19,334.03	19,334.03
PERRY	SCOTT	230	WATER - PUBLIC SERV	610031-5111	HEO	9/1/2007	20,151.29	0.5	783.66	783.66				50%	20,453.56	20,453.56	20,453.56
OUT OF GRADE							750.00							50%	750.00	750.00	750.00
Shift Differential -John Clay		230	WATER - PUBLIC SERV	610031-5111	Base Rate X 8% - 6 months		870.74		67.72	67.72				50%	883.80	883.80	883.80
							204,661.37	4.7							208,390.55	208,390.55	208,390.55

**FY 2012 DETAILED BUDGET REPORT
EXPENSES**

Public Services-Water Enterprise-230

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
610032	5211	ELECTRICITY			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00	10,200	10,200	10,200
		Split with DPW/Water/SEWER increased 2%			
	TOTAL		10,200	10,200	10,200
610032	5215	NATURAL GAS			
		Keyspan - avg. monthly \$533 x 12 = \$6396.	9,180	9,180	9,180
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00			
		forecasted cost increase for Fy 12 2%'	-	-	-
		Split with DPW/Water/SEWER			
	TOTAL		9,180	9,180	9,180
610032	5251	UTILITY SERVICE & REPAIR			
		Purchase of Hydrants and related parts - E. J. Prescott - \$15,000	31,160	20,000	20,000
		Other misc. vendors as needed.			
	TOTAL		31,160	20,000	20,000
610032	5301	POLICE DETAIL			
		Needed for road work repairs during water line repairs in roads	20,000	20,000	20,000
	TOTAL		20,000	20,000	20,000
610032	5317	EDUCATIONAL TRAINING			
		New England Water Works - \$100 per course average x 10 = \$1,000	1,000	1,000	1,000
		License Reimbursements & membership dues		1,235	1,235
	TOTAL		1,000	2,235	2,235
610032	5320	CONTRACTED SERVICES			
		Liston Utilities	1,648	1,648	1,648
			1,648	1,648	1,648
610032	5421	OFFICE SUPPLIES (GENERAL)			
		Copy paper & Toner - Misc. General office supplies purchased	1,000	1,000	1,000
	TOTAL		1,000	1,000	1,000
610032	5481	GASOLINE/DIESEL FUEL			
		Est. fuel cost minus receivables \$195,000 div. By three departments	83,000	83,000	83,000
		Burke for unleaded gas and diesel	15,000	15,000	15,000
	TOTAL		98,000	98,000	98,000
610032	5483	VEHICLE PARTS			
		vehicle parts	25,000	20,000	20,000
	TOTAL		25,000	20,000	20,000
610032	5501	MEDICAL & SURGICAL SUPPLIES			
		First Aid Kits, and misc. supplies	100	-	-
	TOTAL		100	-	-
610032	5780	OTHER EXPENSES			
			1,535		
	TOTAL		1,535	-	-
610032	5839	INFRASTRUCTURE REPAIR			
		Filling/covering of trenches-Aggregate-Lynpac, High yield concrete	26,000	15,000	15,000
	TOTAL		26,000	15,000	15,000
Total Proposed			224,823	197,263	197,263

Engineering –Water Enterprise

Mission Statement – Why We Exist

The Engineering Department provides technical expertise related to connections to, and extension of, the municipal water distribution system. All water infrastructure improvement projects are managed by the Engineering Department. The City Engineer is Salem's representative on the Salem Beverly Water Supply Board (SBWSB). The Engineering Department manages the contracted operations and maintenance effort, including utility and supply costs, for the City's 2 water pumping stations and 2 covered storage reservoirs.

Engineering is responsible for the billing of all water expenses based on usage, to all institutional, commercial, and residential properties in the City that are connected to the municipal collection system, over 12,000 accounts. The water and sewer departments provide customer service in a timely and professional manner in response to billing inquiries, managing current accounts, establishing new accounts, scheduling appointments for meter readers, identifying accounts requiring service, selling meters and deduct meters and processing of 4,000 water and sewer billings monthly approximately 25% currently requiring analysis and estimating. The Engineering Department provides technical assistance to the Public Services Divisions' Water Operations in response to the condition and location of the City's transmission mains outside of the City continues to be a high priority for the department. Funding for the efforts described herein is derived from the Water Enterprise System.

Significant Budget & Staffing Changes For FY 2012

A part time water conservation coordinator is recommended to develop a program to assist residents in water conservation practices; a part-time summer intern is budgeted 50% in water and 50% in sewer to assist with various summer projects.

Recent Accomplishments

- Managed for the third year in a row liens on overdue water, sewer and trash bills to 4th quarter real estate tax bills; resulting in over \$150,000 of revenues. Liened condo complexes for the first time owing over \$1,000.
- Applied for and received a DEP grant to evaluate the impacts of single stream recycling.
- Continued providing effective billing and meter repair for water consumed with a minimum of billing issues.
- Ensured 95% of water meters are read at least annually.
- Initiated a city wide automatic reading system and meter replacement (ARM) program. This program will replace all the city's residential and commercial meters over the next two years; readings will then be transmitted via radio into City Hall annex. This new program will provide more extensive customer service tools; and enable improved leak detection. This program will also identify unmetered areas; as well as correctly size meters that may currently be the wrong size.

- City is working with Munis, and various other parties to electronically transfer all data into the Munis billing system; this is the first time this has been done for a City of this size using Neptune meters.
- Worked with Salem Sound Coast watch to fund and promote annual Greenscapes program.
- Completed efforts to identify unaccounted for water by evaluating the City's transmission mains located outside of the City.
- Assisted DPS with their leak detection efforts.
- Continued coordination with the developers of the Wal-Mart and Campfire Girls property on Highland Avenue to facilitate the relocation of the City's 1.0 MG elevated water storage tank to enable a new Lowes store and reconstructed Wal-Mart store.
- Managed the City's new contract operator for the City's water pumping stations and storage facilities and pump station costs.
- Worked with the Town of Danvers, as they repaired infrastructure in the area of Waters Street, the location of the recent gas explosion.
- Finalized and implemented a uni-directional fire hydrant flushing program.
- Assumed management responsibility of the City's back flow inspection, testing and survey program. The City worked with an engineering services company to take over the implementation of the program. A survey of the high risk buildings was completed per DEP regulations to determine if a backflow device was needed.
- Coordinated construction of a replacement transmission main on the Liberty Street bridge with the Massachusetts Highway Department and the Town of Danvers
- Completed cleaning and lining of Salem's 20-inch water transmission main in Beverly.
- Replaced critical, non-operating valves on the City's 30-inch transmission main in North Street.
- Initiated evaluations of the existing storage tanks (Gallows Hill and Folly Hill) for operational and structural deficiencies.

FY 2012 Goals & Objectives

- Continue to increase public awareness of water conservation through Earth Day, Green Business Challenge, Green Fair and other events; continue collaborating with other organizations.
- New Water Conservation position will evaluate current educational material, develop a variety of materials for public consumption, and assist with developing a volunteer committee to continue this effort.
- Improve unaccounted for water through improved reporting, new meter installation, and CIP project implementation.
- Move forward in implementation of new metering system, integrating new billing process and streamlining. Will be able to provide continued increased customer service in evaluating leaks, usage, etc.
- Continue to coordinate with developers of the Wal-Mart and Lowes property on Highland Avenue, with respect to relocating the City's elevated water storage tank.
- Complete city-wide survey of businesses, institutions and municipal facilities to ensure proper backflow precautions are in place.
- Renew city-wide leak detection efforts to continue reducing the City's unaccounted for water.
- Manage the contract operator of the City's water pump stations and storage facilities.
- Procure specialty contractors to repair the lining of the Gallows Hill Tank and interior defects found in the Folly Hill Reservoir and provided operational improvements of each location.
- Began design for the rehabilitation of the remaining alignment of that transmission main.

Outcomes and Performance Measurers	Actual FY 2009	Actual FY 2010	Estimated FY 2011	Estimated FY 2012
Number of new 5/8 inch meters installed	75	75	80	55
Number of over 5/8 inch meters installed	15	15	15	15
Number of on-site appointments	583	595	625	500

How FY 2012 Departmental Goals Relate to City's Overall Long & Short Term Goals

- Both the City's long and short term goals for sustainable infrastructure will be met with the departments' goals, by reinvesting and rehabilitating the city's water transmission and distribution infrastructure.

CITY OF SALEM - FY 2012 OPERATING BUDGET

			Expenditures FY 2010	Adopted Budget FY 2011	Adjusted Budget FY 2011	Y-T-D Expenses FY 2011	Department FY 2012	Mayor FY 2012	Council FY 2012
Water-Engineer-Personnel									
610131	5111	SALARIES-FULL TIME	163,056.70	164,487.00	164,487.00	162,764.69	167,467.00	169,197.00	169,197.00
610131	5113	SALARIES-PART TIME	0.00	0.00	0.00	0.00	36,113.00	1,400.00	1,400.00
610131	5131	OVERTIME (GENERAL)	4,932.14	5,790.00	5,390.00	4,702.00	5,790.00	5,790.00	5,790.00
610131	5150	FRINGE/STIPENDS	1,900.00	1,900.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00
Total Water-Engineer-Personnel			169,888.84	172,177.00	172,177.00	169,766.69	211,670.00	178,687.00	178,687.00
Water-Engineer-Expenses									
610132	5211	ELECTRICITY-PUMP STATION	222,995.84	245,000.00	203,000.00	199,553.87	248,800.00	210,000.00	210,000.00
610132	5233	COMPUTER MAINTENANCE	4,400.00	3,000.00	3,000.00	2,260.60	4,800.00	1,000.00	1,000.00
610132	5277	PHOTOCOPY MACHINE LE	0.00	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00
610132	5278	TELEPHONE EQUIP-PUMP STATION	4,218.68	5,000.00	3,200.00	3,034.31	5,750.00	5,000.00	5,000.00
610132	5305	ACCOUNTING AND AUDIT	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
610132	5306	ADVERTISING	0.00	0.00	0.00	0.00	750.00	750.00	750.00
610132	5317	EDUCATIONAL TRAINING	1,975.00	2,500.00	2,500.00	1,968.44	4,500.00	4,500.00	4,500.00
610132	5342	POSTAGE	7,000.00	7,200.00	7,200.00	6,583.88	7,400.00	7,200.00	7,200.00
610132	5375	PUMP STAT OP & MAINT	34,999.92	35,000.00	65,000.00	60,862.66	60,000.00	60,000.00	60,000.00
610132	5381	PRINTING AND BINDING	6,602.10	7,000.00	7,000.00	6,997.89	7,000.00	2,000.00	2,000.00
610132	5421	OFFICE SUPPLIES (GEN	1,189.66	2,000.00	2,000.00	845.00	2,000.00	2,000.00	2,000.00
610132	5445	PUMP STATION SUPPL	16,210.13	15,000.00	22,000.00	9,274.96	25,000.00	15,000.00	15,000.00
610132	5519	COMPUTER SOFTWARE	1,824.05	2,200.00	600.00	540.00	1,300.00	1,300.00	1,300.00
610132	5538	WATER METERS (REV)	15,122.07	20,000.00	25,400.00	19,314.72	15,000.00	5,000.00	5,000.00
610132	5692	STATE TAXES	19,059.86	20,000.00	20,000.00	17,877.99	20,000.00	20,000.00	20,000.00
610132	5710	IN STATE TRAVEL/MEETINGS	63.93	500.00	500.00	355.90	500.00	500.00	500.00
610132	5717	PROF LICENSE REIMB	0.00	0.00	0.00	0.00	500.00	500.00	500.00
610132	5780	OTHER EXPENSES	3,167.84	3,500.00	6,500.00	2,164.86	0.00	0.00	0.00
610132	5835	WATER SYS IMPR PROG	9,999.34	5,000.00	5,000.00	2,999.30	20,000.00	0.00	0.00
610132	5869	COMPUTER EQUIP/TECH	3,726.95	4,595.00	4,595.00	1,491.61	8,595.00	8,595.00	8,595.00
Total Water-Engineer-Expenses			355,055.37	379,995.00	379,995.00	338,625.99	437,395.00	348,845.00	348,845.00
235	451	Department Total	524,944.21	552,172.00	552,172.00	508,392.68	649,065.00	527,532.00	527,532.00

FY 2012 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Voted By Council FY 2011	Code	F T E	# Hours Wkly = 1	# Board Meetings	Current Rate FY 2011 2.0%	Prop Rate FY 2012 0.0%	Dept Request FY 2012 52.2	Mayor Rate FY 2012 2.5%	Mayor Propsd FY 2012 52.2	Council Voted FY 2012
CRIPPS CHERYL	235 WATER-ENGINEERING	610131-5111	SECRETARY		12,097.30		0.3		33%	702.27	702.27	12,097.30	719.83	12,399.74	12,399.74
DUBINSKY ELLEN	235 WATER-ENGINEERING	610131-5111	ADMIN ASSISTANT		4,479.94		0.1		10%	858.23	858.23	4,479.94	879.68	4,591.94	4,591.94
KNOWLTON DAVID	235 WATER-ENGINEERING	610131-5111	CITY ENGINEER	5/21/2007	29,220.99		0.3		33%	1,696.33	1,696.33	29,220.99	1,738.74	29,951.51	29,951.51
LEVINE TRILLIUM	235 WATER-ENGINEERING	610131-5111	GIS		10,925.35				20%	1,046.49		Resigned		-	-
DUIJVESTEIJN OLLE	235 WATER-ENGINEERING	610131-5111	GIS	10/12/10			0.2		20%	1,210.85	1,210.85	12,641.27	1,210.85	12,641.27	12,641.27
ROSE JULIE	235 WATER-ENGINEERING	610131-5111	BUSINESS MGR/WTR REG	2/1/2007	23,405.21		0.4		40%	1,120.94	1,120.94	23,405.21	1,148.96	23,990.34	23,990.34
					84,357.30		2.0			Total AFSCME 1818		85,622.06		85,622.06	85,622.06
					164,486.08		3.4		Total Full Time - 5111			167,466.77		169,196.86	169,196.86
New	235 WATER-ENGINEERING	610131-5111	PT INTERN					35	8 Weeks 50%	10.00	10.00	1,400.00	10.00	1,400.00	1,400.00
New	235 WATER-ENGINEERING	610131-5111	Water Conservation Proj Mgr					19	Hours	35.00	35.00	34,713.00	35.00		-
					-				Total Partl Time - 5113			36,113.00		1,400.00	1,400.00
					5,790.00				0.0			5,790.00		5,790.00	5,790.00
					1,900.00				2.0	1,150.00	1,150.00	2,300.00	1,150.00	2,300.00	2,300.00
					172,176.08		3.4		Department Total			211,669.77		178,686.86	178,686.86

	FY 2010	FY 2011	FY 2012	Variance
Full-Time Equivalent Employees:	3.9	3.4	3.4	0.0

FY 2012 AFSCME 1818 Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	Voted By Council FY 2011 52.2	F T E	Rate FY 2011 1.5%	Rate FY 2012 0.0%	STEP INCREASES					Dept Request FY 2012 52.2	Mayor FY 2012 52.2	Council FY 2012 52.2
										Date	Rate	# Wks Old New					
BRENNAN	ARTHUR	235 WATER - ENGINEERING	610131-5111	WATER METER READER	09141998	20,151.34	0.5	783.66	783.66					50%	20,453.61	20,453.61	20,453.61
GRIGGS	DONNA	235 WATER - ENGINEERING	600131-5111	PRINCIPAL CLERK	2/27/2006	20,803.61	0.5	809.03	809.03					50%	21,115.67	21,115.67	21,115.67
MCCARTHY JR	JOHN	235 WATER - ENGINEERING	610131-5111	WATER METER READER	04301990	20,151.16	0.5	783.66	783.66					50%	20,453.43	20,453.43	20,453.43
WHITTEN	CYNTHIA	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	7/1/2003	23,251.19	0.5	904.19	904.19					50%	23,599.36	23,599.36	23,599.36
						84,357.30	2.0								85,622.06	85,622.06	85,622.06

**FY 2012 DETAILED BUDGET REPORT
EXPENSES**

Engineering - Water Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
610132	5211	ELECTRICITY: Includes electricity for new meter prog			
		Salem's share of electricity for Salem/Beverly Water Board - \$19000 x 12 = based on water usage; also based on generation charges which fluctuate with fuel costs	225,000	186,200	186,200
		Town of Danvers, Folly Hill and Gallows Hill are two storage water tank Electric est. 600 X 12 (if lake full not taking from Essex River, Putnamville is reservoir in Danvers; Longham (gravity) Reservoir in Wenham)	7,200	7,200	7,200
		Highland Ave P. 2000 X12	16,600	16,600	16,600
	TOTAL		248,800	210,000	210,000
610132	5233	COMPUTER MAINTENANCE			
		Ongoing support for Ti Sales handhelds	1,000	1,000	1,000
		Support for new meter reading system	3,800		
	TOTAL		4,800	1,000	1,000
610132	5277	PHOTOCOPY MACHINE LEASE			
		Copier at \$500/month; 6 months; half in Water	3,000	3,000	3,000
	TOTAL		3,000	3,000	3,000
610132	5278	TELEPHONE EQUIP LEASE			
		Various phone lines, alarms and fax lines to support water pumping stations and reservoirs Gallows Hill, 740-2735., Folly Hill; 777-6824617-815-6809	5,000	5,000	5,000
		ATT contract for ARM system	750		
	TOTAL		5,750	5,000	5,000
610132	5305	ACCOUNTING AND AUDITING			
		Annual service for audits, contracted through Finance Dept.	2,500	2,500	2,500
	TOTAL		2,500	2,500	2,500
610132	5306	ADVERTISING			
		Newspaper ads	750	750	750
	TOTAL		750	750	750
610132	5317	EDUCATIONAL TRAINING			
		One day seminars and training sessions	1,000	1,000	1,000
		Munis training and support: Crystal Program, Interface with billing, reprogramming liens, etc.	3,500	3,500	3,500
	TOTAL	New training is anticipated due to major Munis upgrade expected this year	4,500	4,500	4,500
610132	5342	POSTAGE			
		Total cost of postage for mailing w/s bills @ \$1,500/month @ 50% W&S Depts.	7,400	7,200	7,200
	TOTAL	Water and Sewer department; updated by K&R on 2/11-recommend adding 2%	7,400	7,200	7,200
610132	5375	Pump Station OP & Maintenance			
			60,000	60,000	60,000
		Water Department in FY 12 (60% sewer, 40% water)			
		Annual Cost for Grade 3 or 4 contracted water license employee	-	-	-
	TOTAL		60,000	60,000	60,000
610132	5381	PRINTING AND BINDING			
		Total cost of printing for mailing w/s bills @ 1,500/month @ 50%	6,000		
		Inserts once a year	1,000	2,000	2,000
	TOTAL	Note: cost would almost triple if we go to monthly billing	7,000	2,000	2,000

**FY 2012 DETAILED BUDGET REPORT
EXPENSES**

Engineering - Water Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
610132	5421	OFFICE SUPPLIES (GENERAL)			
		Printer paper - \$500 Printing - \$300 - Misc. general office supplies purchased under State Bid, supplies for office machines: fax, printers, toner	1,000	1,000	1,000
		Supplies for colored printers	1,000	1,000	1,000
	TOTAL		2,000	2,000	2,000
610132	5445	Pump Station Supplies			
		50% of costs for pump station op and Maint. Will be shared with Sewer in FY12	25,000	15,000	15,000
	TOTAL		25,000	15,000	15,000
610132	5520	COMPUTER SOFTWARE & SUPPORT			
		GIS licensing-Engineer	300	300	300
		Other software	1,000	1,000	1,000
	TOTAL		1,300	1,300	1,300
610132	5538	WATER METERS			
		Misc. water meters for replacements (Neptune), meter supplies: MIU's, Transponders, meter heads, freeze plates, flanges, seals	7,500	5,000	5,000
		Approximate of average spending for prior 3 years	7,500		
	TOTAL		15,000	5,000	5,000
610132	5692	STATE TAXES			
		State fee charged per capita annually for water usage & taxes for Danvers Folly Hill	20,000	20,000	20,000
	TOTAL		20,000	20,000	20,000
610132	5710	IN STATE TRAVEL & MEETINGS			
		Tolls, parking, seminars, etc.	500	500	500
	TOTAL		500	500	500
610132	5717	PROF LICENSE REIMBURSEMENT			
		Reimbursement for maintenance of licenses for meter readers per AFSCME	500	500	500
	TOTAL		500	500	500
610132	5835	WATER SYSTEM IMPROVEMENT PROGRAM			
		Work contracted for improvements to system to various vendors	20,000	-	-
	TOTAL		20,000	-	-
610132	5869	COMPUTER EQUIPMENT/TECH			
		Scanner at \$20,000; Water and Sewer each budget 20% (along with GIS, Planning and Buildi	8,595	8,595	8,595
	TOTAL		8,595	8,595	8,595
TOTAL PROPOSED			437,395	348,845	348,845

Treasurer–Water Enterprise–Long Term Debt

The Massachusetts Water Pollution Abatement Trust (MWPAT) was established in 1989 pursuant to Title VI of the Federal Clean Water Act. It was later amended in 1998 to encompass the provisions of Title XIV of the Federal Safe Drinking Water Act. The Trust's mission is to fund the implementation of water pollution control and drinking water projects in the Commonwealth through a revolving fund loan program. In March 2006, MWPAT approved a loan commitment to the City of Salem in the amount of \$7,640,000. The Loan Interest Rate is 2%. On March 13, 2003, the Salem City Council approved the authorization of \$12,000,000 in principal amount to be borrowed to finance anticipated water projects. Of this amount, \$7,640,000 would be funded through the MWPAT Loan Commitment and \$4,360,000 would be raised through future bond issues. In December 2006, the City raised funding through an MWPAT 2% Loan in the amount of \$2,330,656 to finance Contract No. 1, the Loring Avenue Water Main Improvements. This project was completed in the spring of 2007. The \$2,330,656 MWPAT 2% Loan will be paid off in semi-annual principal payments through July 2026. For FY12 there is a principal and interest payment of \$103,880 due in July, and an interest-only payment of \$37,747 due in January.

Treasurer–Water Enterprise–Short Term Debt

On October 15, 2008 the City issued a \$15,373,000 bond which combined existing BANS for Water, Sewer and School projects with new funding for Capital Improvement projects. The Water Enterprise Principal portion of this bond is \$7,464,000.

Treasurer-Water Enterprise-SBWSB

Chapter 700 of the Acts of 1913 requires the Salem/Beverly Water Supply Board to annually determine the volume of water supplied to the cities of Salem and Beverly during the three years prior to September 30. This data establishes the proportions on which the cities pay their expenses for the operation of the Water Board.

Treasurer-Water Enterprise-Insurance Deductible

The City has taken an insurance policy to protect itself for City-at-fault water back-ups into private structures. The City pays a deductible on each claim.

CITY OF SALEM - FY 2012 OPERATING BUDGET

			Expenditures FY 2010	Adopted Budget FY 2011	Adjusted Budget FY 2011	Y-T-D Expenses FY 2011	Department FY 2012	Mayor FY 2012	Council FY 2012
Water Debt Service									
610034	5916	WATER BOND 1 - PRIN-MWPAT	99,806.00	101,822.00	101,822.00	101,822.00	103,880.00	103,880.00	103,880.00
610034	5920	WATER BOND 2 - PRIN	165,000.00	165,000.00	165,000.00	165,000.00	165,000.00	165,000.00	165,000.00
610034	5921	WATER BOND 3 - PRIN	0.00	36,000.00	36,000.00	36,000.00	0.00	0.00	0.00
610034	5936	WATER BOND 1 - INT-MWPAT	41,820.10	39,804.00	39,804.00	39,803.82	37,747.00	37,747.00	37,747.00
610034	5939	WATER BOND 2 - INT	126,062.50	117,813.00	117,813.00	117,812.50	109,563.00	109,563.00	109,563.00
610034	5949A	CIP 2009-INT (11)	0.00	121,253.00	121,253.00	104,463.42	269,860.00	269,860.00	269,860.00
610034	5949C	CIP 2009-PRIN (12)	0.00	0.00	0.00	0.00	444,000.00	444,000.00	444,000.00
Total Water Debt Service			432,688.60	581,692.00	581,692.00	564,901.74	1,130,050.00	1,130,050.00	1,130,050.00
270	710	Department Total	432,688.60	581,692.00	581,692.00	564,901.74	1,130,050.00	1,130,050.00	1,130,050.00

CITY OF SALEM - FY 2012 OPERATING BUDGET

			Expenditures FY 2010	Adopted Budget FY 2011	Adjusted Budget FY 2011	Y-T-D Expenses FY 2011	Department FY 2012	Mayor FY 2012	Council FY 2012
Water-Short Term Debt Int-Exp									
610035	5304	PROFESSIONAL SERV/FEES	11,405.32	11,500.00	11,500.00	11,421.46	13,031.00	0.00	0.00
610035	5925	INTEREST ON NOTES	101,700.00	81,149.00	81,149.00	81,148.29	0.00	0.00	0.00
Total	Water-Short Term Debt Int-Exp		113,105.32	92,649.00	92,649.00	92,569.75	13,031.00	0.00	0.00
270	752	Department Total	113,105.32	92,649.00	92,649.00	92,569.75	13,031.00	0.00	0.00

CITY OF SALEM - FY 2012 OPERATING BUDGET

			Expenditures FY 2010	Adopted Budget FY 2011	Adjusted Budget FY 2011	Y-T-D Expenses FY 2011	Department FY 2012	Mayor FY 2012	Council FY 2012
Water Assessments									
610033	5650	SBWSB ASSESSMENT	2,241,401.00	2,313,119.00	2,313,119.00	2,313,119.00	2,403,095.00	2,403,095.00	2,403,095.00
Total Water Assessments			2,241,401.00	2,313,119.00	2,313,119.00	2,313,119.00	2,403,095.00	2,403,095.00	2,403,095.00
270	840	Department Total	2,241,401.00	2,313,119.00	2,313,119.00	2,313,119.00	2,403,095.00	2,403,095.00	2,403,095.00

CITY OF SALEM - FY 2012 OPERATING BUDGET

			Expenditures FY 2010	Adopted Budget FY 2011	Adjusted Budget FY 2011	Y-T-D Expenses FY 2011	Department FY 2012	Mayor FY 2012	Council FY 2012
Water Enterprise Fund-Ins Dedu									
610037	5740A	Insurance Deductibles	0.00	5,000.00	5,000.00	0.00	5,000.00	2,500.00	2,500.00
Total Water Enterprise Fund-Ins Dedu			0.00	5,000.00	5,000.00	0.00	5,000.00	2,500.00	2,500.00
270	945	Department Total	0.00	5,000.00	5,000.00	0.00	5,000.00	2,500.00	2,500.00

**FY 2012 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Long Term Debt Service - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request	Approved by Mayor	Approved by Council
610034	5916	Water Bond 1-Prin-MWPAT	103,880	103,880	103,880
	5920	Water Bond 2 - Prin	165,000	165,000	165,000
	5921	Water Bond 3 - Prin	-	-	-
	5936	Water Bond 1-Int-MWPAT	37,747	37,747	37,747
	5939	Water Bond 2 - Int	109,563	109,563	109,563
	5949A	CIP 2009 INT (11)	269,860	269,860	269,860
	5949C	CIP 2009 PRIN (11)	444,000	444,000	444,000
TOTAL PROPOSED			1,130,050	1,130,050	1,130,050

TREASURER - Water Short Term Debt - 270

610035	5304	Professional Services/Fees			
		Fees for First Southwest and Ropes & Grey - for BAN/BOND processing	13,031	-	-
TOTAL		Includes MWPAT Annual Service Fees \$3,062.	13,031	-	-
610035	5925	Interest on Notes			
		Interest Figures from Debt Schedule on provided by First Southwest for Series A GO BAN dtd 12/23/09. Bonded 10/15/2010	-	-	-
TOTAL			-	-	-
TOTAL PROPOSED			13,031	-	-

TREASURER - Water Assessments - 270

610033	5650	SBWSB			
		Salem Beverly Water Supply Board Annual Operating Assessment	2,403,095	2,403,095	2,403,095
TOTAL			2,403,095	2,403,095	2,403,095
TOTAL PROPOSED			2,403,095	2,403,095	2,403,095

TREASURER - Water Enterprise Fund - Ins Deductibles

610037	5704A	Water Enterprise Fund Insurance Deductibles	5,000	2,500	2,500
		Estimated amount for insurance deductibles related to water claims			
TOTAL			5,000	2,500	2,500
TOTAL PROPOSED			5,000	2,500	2,500