

Public Services – Water Enterprise

Mission Statement – Why We Exist

Maintain safe and effective water distribution system.

Significant Budget & Staffing Changes For FY 2014

We would hope to maintain the level of services as provided at this time. GPS tracking has been added to DPW vehicles and the cost will be split between General and Water & Sewer Enterprise funds.

Recent Accomplishments

- City currently about 60% through city – wide meter installation project. Public Works has provided much support including preparation/repair of curb stops.
- 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

FY 2014 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 2012	Actual FY 2013	Estimated FY 2013	Estimated FY2014
Water Main Breaks	10		10	
Service Breaks (Residential issues)	5		5	

How FY 2014 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 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
Water-Pub Serv-Personnel									
610031	5111	SALARIES-FULL TIME	229,029.33	240,467.00	246,662.00	219,924.69	286,476.00	287,171.00	287,171.00
610031	5131	OVERTIME (GENERAL)	30,030.53	27,000.00	27,319.00	18,467.31	27,000.00	27,000.00	27,000.00
610031	5150	FRINGE/STIPENDS	5,359.00	5,359.00	5,359.00	4,422.78	0.00	0.00	0.00
Total Water-Pub Serv-Personnel			264,418.86	272,826.00	279,340.00	242,814.78	313,476.00	314,171.00	314,171.00
Water-Pub Serv-Expenses									
610032	5211	ELECTRICITY	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	9,000.00	9,000.00
610032	5215	NATURAL GAS	455.93	9,180.00	5,680.00	5,680.00	9,180.00	9,000.00	9,000.00
610032	5251	UTILITY SERV REP & MAINT	14,999.16	20,000.00	20,000.00	19,232.37	20,000.00	20,000.00	20,000.00
610032	5301	POLICE DETAIL	28,100.00	20,000.00	23,500.00	20,990.00	20,000.00	20,000.00	20,000.00
610032	5317	EDUCATIONAL TRAINING	1,053.00	2,235.00	635.00	158.00	2,235.00	2,235.00	2,235.00
610032	5320	CONTRACTED SERVICES	6,648.00	1,648.00	1,648.00	550.00	1,648.00	1,648.00	1,648.00
610032	5341	TELEPHONE	0.00	5,150.00	1,000.00	4,203.70	5,640.00	5,640.00	5,640.00
610032	5421	OFFICE SUPPLIES (GEN	0.00	1,000.00	0.00	0.00	1,000.00	750.00	750.00
610032	5481	GASOLINE/DIESEL FUEL	125,805.97	123,700.00	130,450.00	126,788.01	123,700.00	123,700.00	123,700.00
610032	5483	VEHICLE PRTS & ACCES	19,659.95	20,000.00	20,000.00	17,858.94	20,000.00	20,000.00	20,000.00
610032	5839	INFRASTRUCTURE REPAI	21,000.00	15,000.00	15,000.00	14,845.15	15,000.00	15,000.00	15,000.00
Total Water-Pub Serv-Expenses			227,922.01	228,113.00	228,113.00	220,506.17	228,603.00	226,973.00	226,973.00
230	450	Department Total	492,340.87	500,939.00	507,453.00	463,320.95	542,079.00	541,144.00	541,144.00

FY 2014 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Voted By Council FY 2013 52	Code	F T E	# Hours Wkly = 1	# Board Meetings	Current Rate FY 2013 2.0%	Prop Rate FY 2014 0.0%	Dept Request FY 2014 52.2	Mayor Rate FY 2014 2.0%	Mayor Proposed FY 2014 52.2	Council Voted FY 2014
RENNARD	RICHARD	230 WATER-PUBLIC SERV	610031-5111 PUBLIC SERVICES DIR	06031974	30,676.60				33%	1,787.68	1,787.68	Retired	-	-	-
TOMASZ	JOHN	230 WATER-PUBLIC SERV	610031-5111 PUBLIC SERVICES DIR				0.3		33%	2,019.23	2,019.23	34,783.26	2,059.61	35,478.92	35,478.92
					209,790.36		5.2			Total AFSCME 1818		251,692.02		251,692.02	251,692.02
					240,466.96		5.5	Total Full Time - 5111				286,475.28		287,170.94	287,170.94
					27,000.00							27,000.00		27,000.00	27,000.00
					5,359.00			4.7		1,150.00					
					272,825.96		5.5	Department Total				313,475.28		314,170.94	314,170.94

	FY 2012	FY 2013	FY 2014	Variance
Full-Time Equivalent Employees:	5.0	5.0	5.5	0.5

FY 2014 AFSCME 1818 Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	Voted By Council FY 2013 52	F T E	Rate FY 2013 0.0%	Rate FY 2014 2.0%	STEP INCREASES					Dept Request FY 2014 52.2	Mayor FY 2014 52.2	Council FY 2014 52.2
										Date	Rate	# Wks Old	New				
BARNES	DAVID	230	WATER - PUBLIC SERV	610031-5111 HME0	6/27/2012	-	0.5	807.08	823.22	6/27/2014	857.57	50.2	2.0	50%	21,520.43	21,520.43	21,520.43
BEAUREGARD	RICHARD	230	WATER - PUBLIC SERV	610031-5111 HEAD FOREMAN I/II	3/2/2001	26,448.24	0.5	1,075.08	1,096.58					50%	28,620.78	28,620.78	28,620.78
CLAY	JOHN	230	WATER - PUBLIC SERV	610031-5111 HEO	03/22/1999	22,010.30	0.5	900.99	919.01					50%	23,986.16	23,986.16	23,986.16
CONDON	DEREK	230	WATER - PUBLIC SERV	610031-5111 HME0	9/8/2000	20,375.24	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35
COVIELLO	VALERIE	230	WATER - PUBLIC SERV	610031-5111 PRINCIPAL ACCT CLERK	3/2/2000	14,023.04	0.3	862.71	879.96					33%	15,311.22	15,311.22	15,311.22
CULIPHER	WAYNE	230	WATER - PUBLIC SERV	610031-5111 HEO III	09/01/1997	22,010.47	0.0	-	-					50%	-	-	-
LEVESQUE	JAMES	230	WATER - PUBLIC SERV	610031-5111 SV/Sidewalk Foreman III	06/21/1999	17,455.87	0.3	1,075.08	1,096.58					33%	18,889.71	18,889.71	18,889.71
MARINO	PAUL	230	WATER - PUBLIC SERV	610031-5111 WORKING FOREMAN	07/23/1998	23,961.59	0.5	977.54	997.09					50%	26,024.07	26,024.07	26,024.07
MURRAY III	JOHN	230	WATER - PUBLIC SERV	610031-5111 WATER SYS MAIN CRAFT	05/22/1989	20,375.24	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35
MURRAY III	Shift Differentia	230	WATER - PUBLIC SERV	610031-5111 Base Rate X 8% (4 days 32 hrs at \$.50)		1,630.02		66.95	68.29					50%	1,782.27	1,782.27	1,782.27
OSGOOD	STEPHEN	230	WATER - PUBLIC SERV	610031-5111 HME0	1/27/2007	20,375.16	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35
PERRY	SCOTT	230	WATER - PUBLIC SERV	610031-5111 HEO	9/1/2007	20,375.19	0.0	-	-					50%	-	-	-
Replace Cullipher		230	WATER - PUBLIC SERV	610031-5111 HEO	09/01/1997	22,010.47	0.5	900.99	919.01					50%	23,986.16	23,986.16	23,986.16
Upgrade to Mason in FY14		230	WATER - PUBLIC SERV	610031-5111 MASON	7/1/2013	-	0.5	900.99	919.01					50%	23,986.16	23,986.16	23,986.16
OUT OF GRADE						750.00									750.00	750.00	750.00
						231,800.83	5.2								251,692.02	251,692.02	251,692.02

**FY 2014 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	9,000	9,000
		Split with DPW/Water/SEWER	10,200	9,000	9,000
TOTAL					
610032	5215	NATURAL GAS			
		Keyspan - avg. monthly \$533 x 12 = \$6396.	9,180	9,000	9,000
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00			
		Split with DPW/Water/SEWER	9,180	9,000	9,000
TOTAL					
610032	5251	UTILITY SERVICE & REPAIR			
		Purchase of Hydrants and related parts - E. J. Prescott - \$15,000	20,000	20,000	20,000
		Other misc. vendors as needed.			
TOTAL			20,000	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	1,235
TOTAL			2,235	2,235	2,235
610032	5320	CONTRACTED SERVICES			
		Liston Utilities	1,648	1,648	1,648
TOTAL			1,648	1,648	1,648
610032	5421	OFFICE SUPPLIES (GENERAL)			
		Copy paper & Toner - Misc. General office supplies purchased	1,000	750	750
TOTAL			1,000	750	750
600032	5341	Telephone			
		Sprint/Nextell GPS tracking for DPW Trucks @ 1,410.00 x 12 mos (1/3)	5,640	5,640	5,640
TOTAL			5,640	5,640	5,640
610032	5481	GASOLINE/DIESEL FUEL			
		Fuel for Sewer/Water Vehicles	123,700	123,700	123,700
		Mayors figure represents 3 year average of GF/W/S combined	-	-	-
TOTAL			123,700	123,700	123,700
610032	5483	VEHICLE PARTS			
		vehicle parts	20,000	20,000	20,000
TOTAL			20,000	20,000	20,000
610032	5839	INFRASTRUCTURE REPAIR			
		Filling/covering of trenches-Aggregate-Lynpac, High yield concrete	15,000	15,000	15,000
TOTAL			15,000	15,000	15,000
Total Proposed			228,603	226,973	226,973

Engineering –Water Enterprise

Mission Statement – Why We Exist

The Engineering Department provides technical expertise related to connections to, and extensions 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 entity that treats all Salem drinking water. 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. The Department is also currently managing the over \$4 million meter replacement program City-wide.

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 department provides 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 and approximately 15% 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 water infrastructure. The condition of the transmission mains that convey Salem water from SBWSB to 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 2014

A part time intern has been requested to help with the various projects and administrative and billing issues in the Water, Sewer and Trash Departments.

Recent Accomplishments

- Managed implementation of every aspect of new meter contract; continually adapting generic software and procedures to perform to Salem's requirements. Led the consultants in implementing each aspect of the program, with great support from IT. Issues included: meter dials, automatic input of meters into Munis, handheld and fixed base software, and the integration of all these factors to ensure seamless billing. Salem's program has been a success due primarily to the drive of the department to ensure the consultants adapt these generic products to suit our customer service and billing needs.



- Continued a City wide automatic reading system and meter replacement (ARM) program. This program will replace the entire city's residential and commercial meters over the next two years; readings will then be transmitted via radio into an IT server at the City Hall annex, enabling staff to analyze and troubleshoot individual accounts. 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 sized meters that may currently be the wrong size.
- Managed for the fourth year in a row liens on overdue water, sewer and trash bills to 3rd quarter real estate tax bills; resulting in over \$175,000 of revenues (water only). Liened condo complexes for the first time owing over \$500 (reduced this threshold for the last 4years). This effort involved analysis of dozens of challenging accounts; and resulted in many improvements to the current database.
- 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.
- Completed efforts to identify unaccounted for water by evaluating the City's transmission mains located outside of the City.
- Assisted Department of Public Services with their leak detection efforts.
- Managed the City's contract operator for the City's water pumping stations and storage facilities and pump station costs.
- Worked with the Town of Danvers as plan to repair the Waters Street and Liberty Street Bridges which have Salem Transmission mains on them.
- Finalized and implemented a uni-directional fire hydrant flushing program.
- Managed the City's back-flow inspection, testing and survey program. The City worked with an engineering services company to manage the program
- Completed design of the cleaning and lining of Salem's 36-inch water transmission main in Sohler Road Beverly. Project to be re-advertised in FY 13 and contracted in FY 14.
- Completed evaluations of the existing storage tanks (Gallows Hill and Folly Hill) for operational and structural deficiencies. Added mixing equipment to each reservoir for improving water quality.

FY 2014 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.
- The new meter program is at approximately 80% completion, integrating of the new billing process is continuing. Staff is now able to provide increased customer service in evaluating leaks, usage, etc. on accounts with new meters and MIU's.
- Continue to coordinate relocating the City's elevated water storage tank.
- 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.

Outcomes and Performance Measurers	Actual FY 2011	Actual FY 2012	Estimated FY 2013	Estimated FY2014
Number of new 5/8 inch meters installed	56	45	42	40
Number of over 5/8 inch meters installed	4	6	6	5
Number of MIU's installed		10	25	50
Number of on-site appointments	320	300	270	270
Participation in various water conservation/environmental initiatives: senior center, Green Salem, Science Fairs	7	8	10	12
Distribution of water conservation devices	75	225	1,000	1,000
Number of meters installed from ARM program	3,200	5,165	3,500	2,175

How FY 2014 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' goal, by reinvesting and rehabilitating the city's water transmission and distribution infrastructure.

CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
Water-Engineer-Personnel									
610131	5111	SALARIES-FULL TIME	168,247.90	171,568.00	175,217.00	163,866.93	161,255.00	162,804.00	162,804.00
610131	5113	SALARIES-PART TIME	1,340.00	2,800.00	2,800.00	2,136.75	2,800.00	0.00	0.00
610131	5131	OVERTIME (GENERAL)	4,960.61	5,790.00	5,879.00	4,436.64	5,790.00	5,790.00	5,790.00
610131	5150	FRINGE/STIPENDS	2,300.00	2,300.00	2,300.00	1,916.67	0.00	0.00	0.00
Total Water-Engineer-Personnel			176,848.51	182,458.00	186,196.00	172,356.99	169,845.00	168,594.00	168,594.00
Water-Engineer-Expenses									
610132	5211	ELECTRICITY-PUMP STATION	209,890.69	210,000.00	210,000.00	207,197.71	207,500.00	205,000.00	205,000.00
610132	5233	COMPUTER MAINTENANCE	994.92	1,000.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00
610132	5277	PHOTOCOPY MACHINE LE	2,663.03	1,200.00	1,200.00	726.05	1,200.00	1,200.00	1,200.00
610132	5278	TELEPHONE EQUIP-PUMP STATION	8,405.01	2,800.00	2,800.00	99.99	2,800.00	2,000.00	2,000.00
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	650.81	750.00	750.00	269.88	750.00	750.00	750.00
610132	5317	EDUCATIONAL TRAINING	4,400.00	4,500.00	4,500.00	3,253.75	4,500.00	4,500.00	4,500.00
610132	5342	POSTAGE	7,183.98	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00
610132	5375	PUMP STAT OP & MAINT	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
610132	5381	PRINTING AND BINDING	2,000.00	2,000.00	2,000.00	1,835.53	2,000.00	2,000.00	2,000.00
610132	5421	OFFICE SUPPLIES (GEN	1,945.22	2,500.00	2,500.00	1,529.38	2,500.00	2,500.00	2,500.00
610132	5445	PUMP STATION SUPPL	14,280.00	15,000.00	9,800.00	3,450.30	15,000.00	10,000.00	10,000.00
610132	5519	COMPUTER SOFTWARE	647.46	2,500.00	2,500.00	1,143.75	2,500.00	2,500.00	2,500.00
610132	5538	WATER METERS (REV)	5,000.00	7,500.00	12,700.00	11,268.71	10,000.00	10,000.00	10,000.00
610132	5692	STATE TAXES	18,893.12	20,000.00	20,000.00	18,274.58	20,000.00	20,000.00	20,000.00
610132	5710	IN STATE TRAVEL/MEETINGS	500.00	500.00	500.00	460.95	500.00	500.00	500.00
610132	5717	PROF LICENSE REIMB	500.00	750.00	750.00	500.00	750.00	750.00	750.00
610132	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610132	5835	WATER SYS IMPR PROG	2,334.00	0.00	0.00	0.00	0.00	0.00	0.00
610132	5869	COMPUTER EQUIP/TECH	4,300.00	1,500.00	1,500.00	868.01	1,500.00	1,500.00	1,500.00
Total Water-Engineer-Expenses			347,088.24	342,200.00	342,200.00	320,578.59	342,200.00	333,900.00	333,900.00
235	451	Department Total	523,936.75	524,658.00	528,396.00	492,935.58	512,045.00	502,494.00	502,494.00

FY 2014 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Voted By Council FY 2013 52	Code	F T E	# Hours Wkly = 1	# Board Meetings	Current Rate FY 2013 2.0%	Prop Rate FY 2014 0.0%	Dept Request FY 2014 52.2	Mayor Rate FY 2014 2.0%	Mayor Proposed FY 2014 52.2	Council Voted FY 2014
CRIPPS CHERYL	235 WATER-ENGINEERING	610131-5111	SECRETARY		13,587.46		0.3		33%	791.81	791.81	13,639.72	807.65	13,912.51	13,912.51
TALKOWSKI ELLEN	235 WATER-ENGINEERING	610131-5111	ADMIN ASSISTANT		5,031.73		0.1		10%	967.64	967.64	5,051.08	986.99	5,152.10	5,152.10
KNOWLTON DAVID	235 WATER-ENGINEERING	610131-5111	CITY ENGINEER	5/21/2007	30,433.49		0.3		33%	1,773.51	1,773.51	30,550.54	1,808.98	31,161.55	31,161.55
DUIJVESTELJN OLLE	235 WATER-ENGINEERING	610131-5111	GIS	10/12/10	12,844.70		0.2		20%	1,235.07	1,235.07	12,894.10	1,259.77	13,151.98	13,151.98
ROSE JULIE	235 WATER-ENGINEERING	610131-5111	BUSINESS MGR/WTR REG	2/1/2007	24,376.39		0.3		25%	1,171.94	1,171.94	15,293.84	1,195.38	15,599.72	15,599.72
					40,750.30		1.9			Total AFSCME 1818		83,825.25		83,825.25	83,825.25
					127,024.07		3.1		Total Full Time - 5111			161,254.53		162,803.12	162,803.12
235 WATER-ENGINEERING 610131-5113 PT INTERN					2,800.00			19	52 weeks	12.00	12.00	2,800.00	-	-	-
					2,800.00				Total Partl Time - 5113			2,800.00		-	-
235 WATER-ENGINEERING 610131-5131 OVERTIME					5,790.00				0.0			5,790.00		5,790.00	5,790.00
235 WATER-ENGINEERING 610131-5150 AFSCME Stipend					2,300.00				2.0	1,150.00					
					137,914.07		3.1		Department Total			169,844.53		168,593.12	168,593.12

	FY 2012	FY 2013	FY 2014	Variance
Full-Time Equivalent Employees:	3.4	3.4	3.1	-0.3

FY 2014 AFSCME 1818 Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	Voted By Council FY 2013 52	F T E	Rate FY 2013 0.0%	Rate FY 2014 2.0%	STEP INCREASES					Dept Request FY 2014 52.2	Mayor FY 2014 52.2	Council FY 2014 52.2	
										Date	Rate	# Wks Old	New					
BRENNAN	ARTHUR	235 WATER - ENGINEERING	610131-5111	WATER METER READER	09141998	20,375.24	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35	
GRIGGS	DONNA	235 WATER - ENGINEERING	610131-5111	PRINCIPAL CLERK	2/27/2006	21,034.77	0.0							50%	Retired	Retired	Retired	
MCCARTHY JR	JOHN	235 WATER - ENGINEERING	610131-5111	WATER METER READER	04301990	20,375.06	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35	
WHITTEN	CYNTHIA	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	7/1/2003	23,508.94	0.0	959.79						50%	Retired	Retired	Retired	
MORAN	KAREN	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	9/10/2013		0.5	925.31	943.82	9/10/2013	978.98			50%	24,633.60	24,633.60	24,633.60	
FORGIONE	CLAUDIA	235 WATER - ENGINEERING	610131-5111	PRINCIPAL CLERK	10/19/2012		0.35	785.33	801.04	10/19/2013	830.44			35%	14,634.94	14,634.94	14,634.94	
						85,294.01	1.9									83,825.25	83,825.25	83,825.25

**FY 2014 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 - \$1933.5 (CY2012) based on water usage; also based on generation charges which fluctuate with fuel costs 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) Highland Ave P. 2000 X12 Alameda Street-	183,700	181,200	181,200
			7,200	7,200	7,200
			16,600	16,600	16,600
TOTAL			207,500	205,000	205,000
610132	5233	COMPUTER MAINTENANCE Ongoing support for Ti Sales handhelds and meter reading system	1,000	1,000	1,000
TOTAL			1,000	1,000	1,000
610132	5277	PHOTOCOPY MACHINE LEASE Copier at \$200/month; 6 months; half in Water	1,200	1,200	1,200
TOTAL			1,200	1,200	1,200
610132	5278	TELEPHONE EQUIP LEASE Various alarms to support sewer pumping stations ATT lease for ARM system-data collectors	300	300	300
			2,500	1,700	1,700
TOTAL			2,800	2,000	2,000
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 to advertise various contracts	750	750	750
TOTAL			750	750	750
610132	5317	EDUCATIONAL TRAINING Attending Profesional organization seminars and meetings Munis training and support: Crystal Program, Interface with billing, reprogramming liens, etc.	1,000	1,000	1,000
			3,500	3,500	3,500
TOTAL			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.	7,200	7,200	7,200
TOTAL			7,200	7,200	7,200
610132	5375	Pump Station OP & Maintenance Water Department in FY 14 (60% sewer, 40% water)	60,000	60,000	60,000
TOTAL			60,000	60,000	60,000
610132	5381	PRINTING AND BINDING Collector's office includes printing costs for billing Inserts once a year	2,000	2,000	2,000
TOTAL			2,000	2,000	2,000
610132	5421	OFFICE SUPPLIES (GENERAL) Misc Office Supplies Supplies for colored printers	1,000	1,000	1,000
			1,500	1,500	1,500
TOTAL			2,500	2,500	2,500
610132	5445	Pump Station Supplies 50% of costs for pump station op and Maint. Will be shared with Sewer in FY14	15,000	10,000	10,000
TOTAL			15,000	10,000	10,000
610132	5520	COMPUTER SOFTWARE & SUPPORT GIS licensing-Engineer and Engineer Assistant Other software	2,000	2,000	2,000
			500	500	500
TOTAL			2,500	2,500	2,500

FY 2014 DETAILED BUDGET REPORT
EXPENSES

Engineering - Water Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
610132	5538	WATER METERS			
		Misc. water meters for replacements (ECODER), meter supplies: MIU's, Transponders, meter heads, freeze plates, flanges, seals Approximate of average spending for prior 3 years About 90% of this comes back as revenue; we charge our cost for meters	10,000	10,000	10,000
TOTAL			10,000	10,000	10,000
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	750	750	750
TOTAL			750	750	750
610132	5869	COMPUTER EQUIPMENT/TECH			
		Scanner maintenance	1,500	1,500	1,500
TOTAL			1,500	1,500	1,500
TOTAL PROPOSED			342,200	333,900	333,900

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 FY14 there is a principal and interest payment of \$18,119 due in July, and an interest-only payment of \$33,507 due in January.

On September 27, 2012 the City issued an \$18,141,542 bond for new funding for School, Park and Capital Improvement projects. The water Enterprise Principal portion of the bond is \$1,412,944

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 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
Water Debt Service									
610034	5916	WATER BOND 1 - PRIN-MWPAT	103,880.00	105,978.00	105,978.00	105,978.00	108,119.00	108,119.00	108,119.00
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	5920E	CIP 2010 PRIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610034	5921	WATER BOND 3 - PRIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610034	5936	WATER BOND 1 - INT-MWPAT	37,746.80	35,648.00	35,648.00	35,648.00	33,508.00	33,508.00	33,508.00
610034	5939	WATER BOND 2 - INT	109,562.50	101,313.00	101,313.00	101,312.50	93,888.00	93,888.00	93,888.00
610034	5949A	CIP 2009-INT (11)	269,860.00	294,262.00	294,262.00	275,346.10	286,437.00	286,437.00	286,437.00
610034	5949B	CIP 2010-INT (11)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610034	5949C	CIP 2009-PRIN (12)	444,000.00	490,000.00	479,748.00	440,542.00	492,402.00	492,402.00	492,402.00
610034	5949E	CIP 2011 INT	0.00	30,500.00	30,500.00	30,500.00	27,500.00	27,500.00	27,500.00
610034	5949F	CIP 2011-PRIN	0.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
Total Water Debt Service			1,130,049.30	1,322,701.00	1,312,449.00	1,254,326.60	1,306,854.00	1,306,854.00	1,306,854.00
270	710	Department Total	1,130,049.30	1,322,701.00	1,312,449.00	1,254,326.60	1,306,854.00	1,306,854.00	1,306,854.00

**FY 2014 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Enterprise Fund - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request	Approved by Mayor	Approved by Council
TREASURER - Water Long Term Debt- 270					
610034	5916	Water Bond 1-Prin-MWPAT	108,119	108,119	108,119
	5920	Water Bond 2 - Prin	165,000	165,000	165,000
	5920E	CIP 2011 PRIN	100,000	100,000	100,000
	5936	Water Bond 1-Int-MWPAT	33,508	33,508	33,508
	5939	Water Bond 2 - Int	93,888	93,888	93,888
	5949A	CIP 2009 INT (11)	286,437	286,437	286,437
	5949C	CIP 2009 PRIN (11)	492,402	492,402	492,402
	5949E	CIP 2011 INT	27,500	27,500	27,500
TOTAL PROPOSED			1,306,854	1,306,854	1,306,854

CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
Water-Short Term Debt Int-Exp									
610035	5304	PROFESSIONAL SERV/FEES	0.00	3,000.00	3,000.00	2,673.84	3,000.00	3,000.00	3,000.00
610035	5925	INTEREST ON NOTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	Water-Short Term Debt Int-Exp	0.00	3,000.00	3,000.00	2,673.84	3,000.00	3,000.00	3,000.00
270	752	Department Total	0.00	3,000.00	3,000.00	2,673.84	3,000.00	3,000.00	3,000.00

**FY 2014 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Enterprise Fund - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request	Approved by Mayor	Approved by Council
TREASURER - Water Short Term Debt - 270					
610035	5304	Professional Services/Fees			
TOTAL		MWPAT Annual Service Fees	3,000	3,000	3,000
610035	5925	Interest on Notes	-	-	-
TOTAL			-	-	-
TOTAL PROPOSED			3,000	3,000	3,000

CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
Water Assessments									
610033	5650	SBWSB ASSESSMENT	2,403,095.00	2,450,815.00	2,450,815.00	2,450,815.00	2,482,531.00	2,482,531.00	2,482,531.00
Total Water Assessments			2,403,095.00	2,450,815.00	2,450,815.00	2,450,815.00	2,482,531.00	2,482,531.00	2,482,531.00
270	840	Department Total	2,403,095.00	2,450,815.00	2,450,815.00	2,450,815.00	2,482,531.00	2,482,531.00	2,482,531.00

**FY 2014 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Enterprise Fund - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request	Approved by Mayor	Approved by Council
TREASURER - Water Assessments - 270					
610033	5650	SBWSB Salem Beverly Water Supply Board Annual Operating Assessment	2,482,531	2,482,531	2,482,531
TOTAL			2,482,531	2,482,531	2,482,531
TOTAL PROPOSED			2,482,531	2,482,531	2,482,531

CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
Water Enterprise Fund-Ins Dedu									
610037	5740A	Insurance Deductibles	0.00	2,500.00	2,500.00	0.00	2,500.00	2,500.00	2,500.00
Total Water Enterprise Fund-Ins Dedu			0.00	2,500.00	2,500.00	0.00	2,500.00	2,500.00	2,500.00
270	945	Department Total	0.00	2,500.00	2,500.00	0.00	2,500.00	2,500.00	2,500.00

**FY 2014 DETAILED BUDGET REPORT
EXPENSES**

TREASURER - Water Enterprise Fund - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request	Approved by Mayor	Approved by Council
TREASURER - Water Enterprise Fund - Ins Deductibles					
610037	5704A	Water Enterprise Fund Insurance Deductibles Estimated amount for insurance deductibles related to water claims	2,500	2,500	2,500
TOTAL			2,500	2,500	2,500
TOTAL PROPOSED			2,500	2,500	2,500