

**Department New Request Form
Fiscal Year 2020**

Major Department: **Public Works**
 Division/Sub-Department: **Storm Water**
 Request Category: **Baseline Adjustment**
 Request Rating: **Required**

Rank: **1**

Title of New Request: **Adjust Baseline to match maintenance activities**

Funded?

1. Request Rationale:

This increase to the Baseline will allow the Storm Water Utility to complete necessary maintenance to our Storm Water infrastructure and Levees that is required to fulfill our MS4 Permit through DEQ.

2. Service Delivery Impact:

Improved source Water protection

3. Personnel Requirements (# FTE's required):

n/a

4. Cost Impact of New Program:

Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2020 Unfunded	FY 2020 Funded	Proposed FY 2021 Ongoing
5450.334.430210.210	Supplies	1	200		200	-	200	
5450.334.430210.220	Operating Supplies	1	7485		7,485	-	7,485	
5450.334.430210.320	Printing & Duplicating	1	4150		4,150	-	4,150	
5450.334.430210.330	Publicity Subscriptions & Dues	1	15000		15,000	-	15,000	
5450.334.430210.360	Repair & Maintenance	1	34000		34,000	-	34,000	
5450.334.430210.550	Merchant Fees	1	22000		22,000	-	22,000	
5450.334.430246.220	Operating Supplies	1	27304		27,304	-	27,304	
5450.334.430246.360	Repair & Maintenance	1	30500		30,500	-	30,500	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
Expense Sub-Total					140,639	-	140,639	-

Revenue Offset:

Account #	Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
5450.000.345034.00	E Storm Water use Fees	-	140,639
Revenue Sub-Total		-	140,639

Net Cost of Impact for New Program -

SWU OPERATING BUDGET: FY20 Proposed changes

ACCOUNTS	DESCRIPTION	CHANGE DETAILS	CURRENT BUDGET	AMOUNT OF INCREASE/DECREASE 210	AMOUNT OF INCREASE/DECREASE 235	AMOUNT OF INCREASE/DECREASE 246	AMOUNT OF INCREASE/DECREASE 200	PROPOSED BUDGET	New Requests	New Request Details
5450.334.430...										
210	Office Supplies	210: Increase for addition of Reg Comp Specialist Position 235: reduced using comparatives	728	1,200	(214)			1,714		
220	Operating Supplies	235: Reduce for reallocation. 246: Increase for sump maintenace	24,970		(12,485)	13,299		25,784	\$46,701	235: New Request for increase in necessary sump maintenance
231	Gasoline	235: reduced using comparatives	7,308		(1,800)			5,508		
320	Printing & Duplicating	210: Increase needed for Reg Comp Specialist to fulfill DEQ permit compliance	2,000	3,850				5,850	\$4,150	210: New Request in the amount of \$4150 additional budget needed to fulfill requirements of MS4 Permit
330	Publicity Subscription & Dues	New Request							\$15,000	210: New Request \$15,000 to help fulfill MS4 permit compliance
350	Profesional Services	New Request							\$18,000	210: New Request \$18,000 needed for engineering services
360	Repair & Maintenance	235: Reduce for coding change to Levee. 246: Reduce for coding change to Levee.			(2,475)	(2,475)		(4,950)	\$34,000	200: New Request for \$34,000 for vegetative maintenance and beaver damage mitigation
370	Travel	210: Increase needed for addition of Reg Comp Specialist	2,700	400				3,100		
380	Training	210: Increase needed for addition of Reg Comp Specialist	5,400	700				6,100		
820	Transfers To Other Funds	New Request Increase using comparatives							\$264,485	210: \$111799, 246: \$137686, 200: \$15,000 New request necessary for assistance in ongoing administration support, infrastructure and levee maintenance.
845	Contingency	845: increase for unforeseen system maintenance needs							\$45,000	845: New Request for increase to complete unforeseen system maintenance needs
			43,106	6,150	(16,974)	10,824	-	43,106		
									427,336	\$427,336