

Department New Request Form
Fiscal Year 2024

Program	Public Works	Title of New Request:	Rank:	1
Department	Wastewater/Compost			
Request Category	Baseline Adjustment	Baseline Increases		
Request Rating	Required			
Department Goal	Organizational Excellence			

1. How will request assist in achieving Department Goal and benefit the customer

In order to maintain service, inflationary adjustments need to be made. Baseline adjustments have been requested on known increases provided by Finance: postage at 14%, electricity and natural gas at 19%, water at 5%, and garbage at 5%. In recent years Wastewater has experienced unusual annual cost increases in Operating Supplies which has led to a shortfall in this activity. An additional new request for known increased costs for operating supplies in the Plant, operating supplies in Compost, and repair and maintenance in Compost will correct this shortfall. A request for one time funding to replace computers and software per the citywide equipment replacement schedule has also been added.

2. What specifically is needed to achieve this goal?

Adjust baseline for known increased expenses.

3. Cost Impact of New Program:

Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2024 Unfunded	FY 2024 Funded	Proposed FY 2025 Ongoing
Ongoing Expenses								
5311.330.430610.310	Postage	1	2674		2,674	2,674	—	
5311.330.430660.310	Postage	1	213		213	213	—	
5311.330.430630.341	Electricity and Natural Gas	1	20779		20,779	20,779	—	
5311.330.430640.341	Electricity and Natural Gas	1	103887		103,887	103,887	—	
5311.330.430660.341	Electricity and Natural Gas	1	1899		1,899	1,899	—	
5311.330.430630.343	Water	1	255		255	255	—	
5311.330.430640.343	Water	1	163		163	163	—	
5311.330.430640.345	Garbage	1	1812		1,812	1,812	—	
5311.330.430660.345	Garbage	1	199		199	199	—	
5311.330.430640.220	Operating supplies - Plant	1	20000		20,000	20,000	—	
5311.330.430660.220	Operating supplies - Compost	1	40000		40,000	40,000	—	
5311.330.430660.360	R&M - Compost	1	5000		5,000	5,000	—	
					—	—	—	
One-time Expenses								
5311.330.430610.220	Computer Replacement	1	2059.5	2,060		2,060	—	
5311.330.430630.220	Computer Replacement	1	1175	1,175		1,175	—	
5311.330.430650.220	Computer Replacement	1	2716	2,716		2,716	—	
5311.330.430660.220	Computer Replacement	1	1500	1,500		1,500	—	
				—		—	—	
Expense Sub-Total				7,451	196,881	204,332	—	—

Revenue Offset:

Account #	Revenue Description				Proposed Onetime Revenue	Proposed Ongoing Revenue
5311	E	Existing operating revenues			7,451	196,881
Revenue Sub-Total				7,451	196,881	

4. What sort of data will be used to report results and outcomes of request?

Requested/Proposed Funding Source			
	One-time	Ongoing	
Tax or Assessment	-	-	
Non-tax	7,451	196,881	
Fund Balance	-	-	
Total	7,451	196,881	