



Budget Change Request

Change request information

Title Water & Sewer Utilities - Pre-Design Studies
Number B-34-107 Department 34 - Public Works
Requester Amanda Landon
Published by Jay Saiki Publish Date 2023-08-26
Change Type Policy Change

Board outcome *(to be entered by budget after Board action)*

Board Decision

Board Changes

Funds affected

Fund 4210 - Boston Harbor
General Fund Affected? No More Than One Fund Affected? Yes

Policy request priority and connection to the strategic plan

Priority # 8 Strategic Plan Healthy Natural and

Does this request include federal, state, or private grants?

Grant Funded? None

Grantor and timeframe

Does this request affect current positions or propose new positions?

HR Payroll e-mailed? No Position Impact None

Current position numbers affected

What do you need and why? Include any unexpected and external requirements.

Statement of Need

The Water & Sewer Utilities division is requesting \$100K on an annual basis for an ongoing pre-design studies program. These funds will be used to analyze the feasibility and define options for future capital projects. Pre-design studies are a critical step in the water and sewer utility facilities planning process. The predesign studies program will take projects that are conceptual and allow for additional study prior to becoming a project to bring to the Board for budget approval. This funding is requested to continue as a part of the maintenance level budget for future years to achieve capital facility program goals.

As an example of the value of the pre-design studies program, a Grand Mound General Sewer and Wastewater Facility Plan is nearing completion which has identified priority capital projects such as the Grand Mound Wastewater Treatment Plant Phase 1 project, while recommending the postponement of the Grand Mound Second Oxidation Ditch project.

How will this change the performance of your office or department?

Statement of Need

Provides funding necessary to complete pre-design studies for future capital projects.

Expenditure, FTE and revenue assumptions plus current budget level

Assumptions

Request is based on estimates of pre-design studies for similar types of projects.

Current Budget Level

\$0

What happens if this isn't funded? Are there other options?

Impacts and Alternatives

If funding is not approved, pre-design studies will not be completed.

How does this request affect other offices and departments?

Impact to Other Departments None

Which Other Departments are Affected?

Operating Transfer Needed? No

Operating Transfer Coding and Amount

Personnel Information

FTE	Number	Name	Start Date	End Date
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Operating Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Capital Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Operating Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
4440W830	541000	PROFESSIONAL SERVICES		50,000	50,000.00
4450W831	541000	PROFESSIONAL SERVICES		50,000	50,000.00
			Total:	100,000.00	100,000.00

Capital Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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