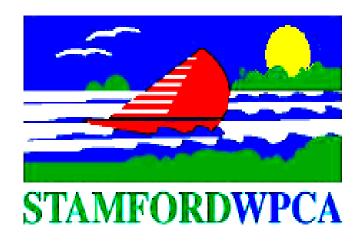


# Stamford WPCA

Proposed Operating Budget Fiscal Year 2010—2011



March 8, 2010



## **Stamford Water Pollution Control Authority**

111 Harbor View Avenue, Stamford, CT 06902

From: Alan Barnett, Member, WPCA Board, Chairman Finance Sub-Committee

Joe Tarzia, Chairman, WPCA Board

Louis Casale, Vice Chairman, WPCA Board

Tim Curtin, Member, WPCA Board

Donald Huppert, Member, WPCA Board

John Boccuzzi, Member, WPCA Board

Ernie Orgera, Member, WPCA Board

Fred Flynn, Member, WPCA Board

Jeanette Brown, Executive Director, WPCA

**To:** Mayor Mike Pavia

Board of Finance

**Board of Representatives** 

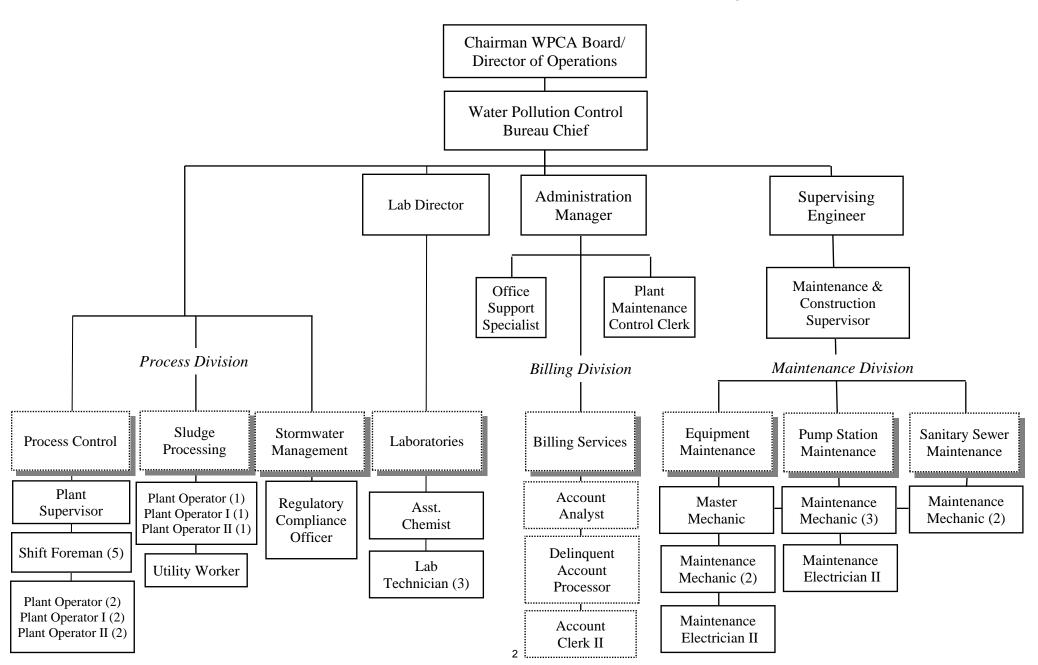
Re: Transmittal of SWPCA Budget for Fiscal Year 2010/2011

Attached is the FY 2010/2011 SWPCA Budget as approved by the Board of Directors for your review. The total Budget is \$21,628,582 this is a decrease of \$720,869 or 3.2 % decrease from the FY 2009/2010 Budget and a decrease of \$310,396 or 1.4 % decrease from the FY 2009/2010 Projection. We anticipate the annual user fee and charge to the average homeowner may remain unchanged or reflect a minor increase, but this outlook is heavily dependent upon no changes in water consumption (usage), the impact of the economy on WPCA Bond covenants and no change in the FY 2009/2010 collection rate from the current budget.

Consistent with the spirit of the City's approach to the 2010/2011 Budget and being cognizant of the economic times, this year's budget development and revision process was more extensive and consumed far more Board member's time than in prior years. Previously a zero based budgeting approach was also used and each line item was thoroughly compared to the information available on the City's Budget worksheets. This year it was validated against not only last year, but the last five years of actual expenditures as well as the FY 09/10 budget and updated schedule E's.

We want to express our thanks to the WPCA Staff, Lisa Reynolds, Peter Lucia, Lee Berta and all others involved in the development and revision process of this budget.

# City of Stamford Office of Operations Water Pollution Control Authority



#### Stamford Water Pollution Control Authority FY 2010-2011 Proposed Operating Budget

Povenue	FY2009-10 Original Budget	FY 2009-10 Revised Budget	FY2010-11 Dept Request	FY2010-11 Mayor's Request	Variance from FY 2009-10 Original Budget	Percent Change
Revenue Interest Income	75,000	75,000	95,000	95,000	20,000	26.7%
	,	,	,	,	20,000	
Special Assessments - Principal	1,147,000	1,147,000	1,147,000	1,147,000	-	0.0%
Special Assessments - Interest	50,000	50,000	50,000	50,000	-	0.0%
Special Assessments - Delin Interest & Liens	4 5 4 5 4 0 0	4 5 4 5 4 0 0	25,000	25,000	25,000	100.0%
Treatment of Sewage - Darien	1,545,120	1,545,120	1,570,000	1,570,000	24,880	1.6%
Septic Tank Fees	265,000	265,000	265,000	265,000		0.0%
Regional Lab Fees	55,000	55,000	60,000	60,000	5,000	9.1%
Darien - Capital Reimbursement	726,139	726,139	726,139	726,139	-	0.0%
Sewer Use Fees	17,686,192	17,686,192	15,775,782	15,775,782	(1,910,410)	-10.8%
Sewer Use Fees - Lien Fees	-	-	90,000	90,000	90,000	100.0%
Sewer Use Fees - Interest	85,000	85,000	85,000	85,000	-	0.0%
Aquarion User Charges	120,000	120,000	175,000	175,000	55,000	45.8%
Load Shedding	95,000	95,000	75,000	75,000	(20,000)	-21.1%
Nitrogen Trading Exchange Credit	500,000	500,000	500,000	500,000	-	0.0%
Rebates B.A.B's	-	-	156,368	156,368	156,368	100.0%
Total Revenue	\$ 22,349,451	\$ 22,349,451	\$ 20,795,289	\$ 20,795,289	\$ (1,554,162)	-7.0%
Operating Expenses						
WPCA Administration (less: interest & depreciation exp)	2,905,192	2,905,192	3,051,581	3,051,581	146,389	5.0%
Process Control	3,183,829	3,183,829	3,450,615	3,450,615	266,786	8.4%
Laboratories	457,411	457,411	471,183	471,183	13,772	3.0%
Sludge Processing	2,502,985	2,502,985	2,295,725	2,295,725	(207,260)	-8.3%
Stormwater Management	117,446	117,446	108,387	108,387	(9,059)	-7.7%
Building Maintenance	221,500	221,500	209,450	209,450	(12,050)	-5.4%
Equipment Maintenance	583,710	583,710	641,267	641,267	57,557	9.9%
Pump Station Maintenance	617,630	617,630	579,387	579,387	(38,243)	-6.2%
Sanitary Sewer Maintenance	222,315	222,315	198,468	198,468	(23,847)	-10.7%
Hurricane Barrier Maintenance	123,600	123,600	213,200	213,200	89,600	72.5%
Billing Services	360,794	360,794	347,927	347,927	•	-3.6%
Total Operating Expenses*	\$ 11,296,412	\$ 11,296,412	\$ 11,567,190	\$ 11,567,190	(12,867) <b>\$ 270,778</b>	2.4%
	<del>+</del>	<del>+ 11,200,112</del>	<del>+ + + + + + + + + + + + + + + + + + + </del>	<del>+ 11,001,100</del>	<del>*</del> =:=,::=	
Net Revenues Available for Debt Service	\$ 11,053,039	\$ 11,053,039	\$ 9,228,099	\$ 9,228,099	\$ (1,824,940)	-16.5%
2003A Revenue Bonds (Principal & Interest)	786,555	786,555	785,505	785,505	(1,050)	-0.1%
Clean Water Fund (Principal & Interest)	4,842,117	4,842,117	4,834,926	4,834,926	(7,191)	-0.1%
2006B Revenue Bonds (Principal & Interest)	1,205,220	1,205,220	1,205,070	1,205,070	(150)	0.0%
Senior Lien Debt Service Coverage	1.62	1.62	1.35	1.35	\$ (8,391)	-16.4%
GO Debt Service (Principal & Interest) 2009 GO Bond Issue	2,683,888	2,378,773	1,959,156 446,765	1,959,156 446,765	(724,732)	-27.0%
Total Debt Service Coverage	1.16	1.20	1.00	1.00	\$ (724,732)	-13.9%

\*Total Operating Expenses do not include Interest & Depreciation Expense as listed under the WPCA Admin budget. Total excluded in FY10/11 \$10,061,392

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0240 Water Pollution Control Admin. Activity: 2400 Water Pollution Control Admin.

#### **Mission Statement**

The mission of the Water Pollution Control Authority is to protect the environment and public health for the City of Stamford. This is accomplished by operating and maintaining the Water Pollution Control Facility, pumping stations and sanitary sewer system in the most effective and efficient manner. This includes applying "state-of-the-art" process control techniques to the operation of the treatment plant and good maintenance management for the plant, pumping stations and sanitary sewer system.

The Administration Division is responsible for the overall management of the Water Pollution Control Authority. Personnel working in this Division are responsible for all technical decisions, supervision, budgeting, planning, procuring outside services, project management, and other administrative duties. In addition, key personnel in this Division are responsible for overseeing all WPCA funded construction activities including the solids drying and waste to energy project.

#### Program: Administration

The mission of this program to ensure that the overall management of the WPCA meets all procurement, human resources, safety and financial requirements.

Activity Name	Service Output	Service Quality				
Provide Financial Oversight	• Ensure budget projections correlate with budget expenditures	Monitor budget monthly to control expenditures. Complete fiscal year on or under budget.				
Monitor Adherence to Government Regulations	Compliance with DEP and EPA regulations	100% compliance with all government regulations				
Administration	• Ensure budgetary control.	Not exceeding total annual budget.				
Personnel Management	• Personnel and union issues	Ensure all personnel and union issues are resolved at WPCA level.				

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0240 Water Pollution Control Admin. Activity: 2400 Water Pollution Control Admin.

Job Title	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase
Administration Manager	1	1	\$109,228	\$109,228	\$0	0.00%
BUDGET ADJUSTMENT	0	0	(\$18,174)	\$0	\$18,174	-100.00%
Mtce. & Const. Supv WPCA	1	1	\$91,037	\$91,037	\$0	0.00%
Office Support Specialist	1	1	\$45,855	\$43,293	(\$2,562)	-5.59%
Plant Mtce Cntrl Clk	1	1	\$50,385	\$50,385	\$0	0.00%
Plant Supervisor - WPCA	1	1	\$88,846	\$68,762	(\$20,084)	-22.61%
Supervising Engineer	1	1	\$109,428	\$109,428	\$0	0.00%
Water Poll Control Bur Ch	1	1	\$131,304	\$131,305	\$0	0.00%
	7	7	\$607,910	\$603,439	(\$4,471)	-0.74%

Plant Supervisor position to be hired September 2010 creating savings of \$20k. OSS position previously vacant in FY09/10 hired at lower step. NOTE: "BUDGET ADJUSTMENT" represents the value of wage concessions by unions/employees in FY09/10. These concessions were taken primarily in the form of unpaid furlough leave. This note will be shown here (in the Administration page) only and will not be repeated on every personnel summary page.

Fund: 0033 Water Pollution Control Authority
 Bur/Office: 204 Operations: Water Pollution Control
 Dept/Div: 0240 Water Pollution Control Admin.

Activity: 2400 Water Pollution Control Admin.

Tituriy. 2100 water Foliation Control Ramin.	FY 08/09	FY 09/10 Original	FY 09/10 Revised	FY 09/10 Projected	FY 10/11 Department	•	Mayor Vs		FY 12/13
Ref Number Account Title	Actual	Budget	Budget	Exp & Enc	Request	Request	Projected	Estimate	Estimate
33424001100 Salaries	485,582	607,910	607,910	556,150	603,439	603,439	47,289	603,439	612,491
33424001201 Part-Time	16,948	15,000	15,000	14,000	14,000	14,000	0	14,000	14,000
33424001202 Permanent Part-time	44,261	46,045	46,045	42,963	46,045	46,045	3,082	46,045	46,045
33424001203 Seasonal	6,685	6,500	6,500	4,000	6,500	6,500	2,500	6,500	6,500
33424001301 Overtime	10,254	9,150	9,150	8,977	9,150	9,150	173	9,150	9,150
33424002100 Medical & Life	650,099	643,426	643,426	643,426	759,507	759,507	116,081	835,458	919,003
33424002101 Compensated Absences	14,857	12,013	12,013	12,013	11,354	11,354	-659	11,354	11,354
33424002200 Social Security	220,206	230,966	230,966	209,693	231,021	231,021	21,328	231,021	234,487
33424002302 Classified Pension Fund	0	0	0	0	114,813	114,813	114,813	114,813	114,813
33424002400 College Tuition	0	1,000	1,000	1,000	1,000	1,000	0	1,000	1,000
33424002406 Contribution to OPEB	25,000	60,723	60,723	60,723	75,121	75,121	14,398	75,121	75,121
33424002500 Unemployment Compensation	874	4,794	4,794	4,794	2,548	2,548	-2,246	2,803	3,083
33424003006 Legal Expenses	19,954	20,000	20,000	20,000	20,000	20,000	0	20,000	20,000
33424003202 Conferences & Training	7,199	10,000	10,000	8,699	8,000	8,000	-699	8,000	8,000
33424003401 Central Service Cost Allocation	302,088	359,687	359,687	359,687	206,458	206,458	-153,229	206,458	206,458
33424003601 Contracted Services	73,500	65,500	65,500	65,500	65,500	65,500	0	65,500	65,500
33424003613 Tree Rehabilitation	90,000	92,700	92,700	92,700	72,500	72,500	-20,200	72,500	72,500
33424005101 Gasoline	21,974	12,360	12,360	12,360	15,000	15,000	2,640	15,000	15,000
33424005240 Payments to Insurance Fund	286,731	340,712	340,712	340,712	327,954	327,954	-12,758	360,749	396,824
33424005301 Telephone	35,908	33,702	33,702	33,702	30,000	30,000	-3,702	30,600	31,212

Fund: 0033 Water Pollution Control Authority
 Bur/Office: 204 Operations: Water Pollution Control
 Dept/Div: 0240 Water Pollution Control Admin.

Activity: 2400 Water Pollution Control Admin.

2 100 Wales I challed Control Hamilia	FY 08/09	FY 09/10 Original	FY 09/10 Revised	FY 09/10 Projected	FY 10/11 Department	FY 10/11 t Mayor's	Mayor Vs	EV 11/12	FY 12/13
Ref Number Account Title	Actual	Budget	Reviseu Budget	Exp & Enc	Request	Request	Projected	Estimate	Estimate
33424005405 Postage	3,639	1,000	1,000	1,000	1,000	1,000	0	1,020	1,040
33424005500 Copying & Printing	6,157	3,000	3,000	3,000	3,000	3,000	0	3,060	3,121
33424006100 Office Supplies & Expenses	10,867	14,860	14,860	12,367	13,000	13,000	633	13,260	13,525
33424006202 Water	30,904	20,689	20,689	20,689	25,000	25,000	4,311	25,500	26,010
33424006601 Vehicle Maintenance	21,532	25,000	25,000	25,000	20,000	20,000	-5,000	20,400	20,808
33424006710 Non Capital Computer Equipment	9,715	12,000	12,000	11,215	11,215	11,215	0	11,439	11,668
33424006801 Laundry	15,497	10,500	10,500	10,500	12,000	12,000	1,500	12,240	12,485
33424007302 Capital Outlay - Vehicles	33,256	0	0	0	0	0	0	0	0
33424008100 Dues & Fees	6,430	23,500	23,500	16,430	14,000	14,000	-2,430	14,280	14,566
33424008233 Non Bond Interest Expenditure	85,407	0	0	0	10,000	10,000	10,000	10,000	10,000
33424008302 Interest Expense	3,326,736	3,553,039	3,553,039	3,553,039	3,461,392	3,461,392	-91,647	3,301,740	3,132,923
33424008303 Depreciation Expense	7,038,193	7,500,000	7,500,000	7,500,000	6,600,000	6,600,000	-900,000	6,600,000	6,699,000
33424008304 Bonded Debt - Expenses	112,985	0	0	0	0	0	0	0	0
33424008305 Amortization Costs	624,850	0	0	0	0	0	0	0	0
33424008306 Cost of Issuance	30,994	12,000	12,000	12,000	12,000	12,000	0	12,000	12,180
33424008400 Misc Contingency/Expense	0	100,000	100,000	100,000	200,000	200,000	100,000	200,000	200,000
33424008402 Utility Rate Contingency	0	100,000	100,000	100,000	100,000	100,000	0	100,000	100,000
33424008839 Administrative Expenses	9,439	10,455	10,455	10,455	10,455	10,455	0	10,455	10,612
Water Pollution Control Admin. Total	13,678,722	13,958,231	13,958,231	13,866,794	13,112,972	13,112,972	-753,822	13,064,906	13,130,480

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2411 Process Control

## **Mission Statement**

The mission of the Process Control Activity is to ensure that the Water Pollution Control Facility is operated in accordance with all process control policies and directives. The personnel working in this Activity implement process changes, run all process equipment, add and monitor process chemicals, and perform all other activities which enable the plant to run effectively and meet all state and federal requirements.

#### **Program:** Operations

The mission of the Operations program is to provide wastewater treatment to rate payers, to protect the water quality of Long Island Sound, protect public health and ensure that CTDEP and US EPA requirements and regulations are complied with.

Activity Name	ctivity Name Service Output				Service Quality				
Process Control		remove BOD and suspended solids.  • Remove a minimum of 365,000 pounds of				Meet regulatory requirements for BOD and suspended solids removal 100% of time.  Meet regulatory requirements and sell at least \$550,000 worth of excess nitrogen credits			
Nitrogen Removal  Job Title									
	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase			
BUDGET ADJUSTMENT	0	0	(\$20,487)	\$0	\$20,487	-100.00%			
Plant Operator I - WPCA	2	1	\$108,303	\$50,614	(\$57,689)	-53.27%			
Plant Operator II - WPCA	2	2	\$124,967	\$124,967	\$0	0.00%			
Plant Operator-WPCA 40	2	2	\$120,594	\$120,594	\$0	0.00%			
Shift Foreman- WPCA	5	5	\$353,170	\$346,689	(\$6,481)	-1.84%			
	11	10	\$686,547	\$642,864	(\$43,683)	-6.36%			

Plant Op I moved to dept #2413 and changed to Plant Op II. Eliminated Plant Ops I position.

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2411 Process Control

		FY 09/10		FY 09/10		FY 10/11	Mayor		
	FY 08/09	Original	Revised	Projected	Department	Mayor's	Vs	FY 11/12	FY 12/13
Ref Number Account Title	Actual	Budget	Budget	Exp & Enc	Request	Request	Projected	Estimate	Estimate
33424111100 Salaries	591,592	686,547	686,547	611,317	642,864	642,864	31,547	642,864	652,507
33424111301 Overtime	195,867	104,545	104,545	104,545	150,000	150,000	45,455	150,000	150,000
33424111901 Differential	35,492	33,985	33,985	33,985	36,000	36,000	2,015	36,000	36,000
33424115102 Diesel Fuel	12,599	14,500	14,500	14,500	14,500	14,500	0	14,500	14,718
33424116204 Electric - Utility	2,320,500	2,010,000	2,010,000	2,010,000	2,290,000	2,290,000	280,000	2,335,800	2,382,516
33424116507 Processing Chemicals	285,951	327,952	327,952	310,951	310,951	310,951	0	317,170	323,513
33424116901 Protective Clothing	3,969	6,300	6,300	6,300	6,300	6,300	0	6,426	6,555
Process Control Total	3,445,970	3,183,829	3,183,829	3,091,598	3,450,615	3,450,615	359,017	3,502,760	3,565,809

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process Activity: 2412 Laboratories

#### **Mission Statement**

The mission of the Laboratory Activity is to ensure that all in-plant tests and those for other communities are performed accurately and in compliance with all EPA laboratory testing procedures. The mission also includes responsibility for all site safety activities and compliance.

Personnel working in the Laboratory Activity are responsible for taking and analyzing samples from the treatment plant, industries, sanitary sewer system and watercourses and ensuring a safe working environment. In addition, the Stamford Regional Laboratory does testing for fifty treatment plants throughout the State.

#### **Program:** Laboratory

The mission of the laboratory activity is to provide accurate and reliable process monitoring and control data.

Activity Name	Service Output	Service Quality
Process Data	<ul> <li>Produce data necessary for process control on time and accurately.</li> </ul>	QA/QC on all analytical procedures. Results available on schedule 100% of time.
Quality Control	<ul> <li>Accurate and reproducible analysis for all parameters.</li> </ul>	Pass proficiency testing 100% of the time.

### **Program:** Site Safety and Health

The mission to provide at safe working environment for all WPCA employees, contractors and visitors.

Activity Name	Service Output	Service Quality				
Safety Training	Provide OSHA required training	Meet all OSHA training requirements				
OSHA Compliance	<ul> <li>Review all activities and compliance requirements.</li> </ul>	Ensure 100% compliance with OSHA reporting and safety equipment requirements.				

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process Activity: 2412 Laboratories

Job Title	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase
Asst Chemist	1	1	\$81,187	\$81,187	\$0	0.00%
BUDGET ADJUSTMENT	0	0	(\$11,858)	\$0	\$11,858	-100.00%
Lab Tech-WPCA	3	3	\$214,858	\$216,772	\$1,914	0.89%
Laboratory Director-WPCA	1	1	\$96,731	\$96,731	\$0	0.00%
	5	5	\$380.918	\$394,690	\$13,772	3.62%

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2412 Laboratories

Ref Number Account Title	FY 08/09 Actual	FY 09/10 Original Budget	FY 09/10 Revised Budget	FY 09/10 Projected Exp & Enc	FY 10/11 Department Request	FY 10/11 Mayor's Request	Mayor Vs Projected	FY 11/12 Estimate	FY 12/13 Estimate
33424121100 Salaries	380,458	380,918	380,918	379,742	394,690	394,690	14,949	394,690	400,611
33424121301 Overtime	5,773	7,058	7,058	7,058	7,058	7,058	0	7,058	7,058
33424123601 Contracted Services	35,293	24,400	24,400	24,400	24,400	24,400	0	24,400	24,400
33424126100 Office Supplies & Expenses	3,327	3,500	3,500	3,500	3,500	3,500	0	3,500	3,500
33424126901 Protective Clothing	854	1,635	1,635	1,635	1,635	1,635	0	1,635	1,635
33424126906 Laboratory Supplies	27,197	29,900	29,900	29,900	29,900	29,900	0	29,900	29,900
33424128909 OSHA Safety Requirement	10,085	10,000	10,000	10,000	10,000	10,000	0	10,000	10,000
Laboratories Total	462,987	457,411	457,411	456,235	471,183	471,183	14,949	471,183	477,104

**Operations: Water Pollution Control** Bur/Offc: 204

Dept/Div: 0241 Process

Activity: 2413 Sludge Processing and Disposal

## **Mission Statement**

The mission of the Sludge Processing Activity of the Process Division is to ensure that sludge is processed as it is generated, that equipment malfunctions are reported immediately, that all chemicals are added in the prescribed manner and that all equipment is kept clean. Sludge processing is the key to ensuring that a treatment plant runs well and is therefore, one of the most important activities of the WPCA.

#### Program: Solids Processing

The mission of the Solids Processing Activity is to treat residuals associated with the wastewater treatment plant process making them acceptable for final disposal.

Activity Name	Service	e Output			Service Quality			
Solids Removal  • Solids thickening and dewatering. Drying Pelletizing.					ying and Process solids at the generation rate of the treatment facility at least 95% of the time. Ensure drying and pelletizing are done in accordance with contract.			
Job Title	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase		
BUDGET ADJUSTMENT	0	0	(\$8,012)	\$0	\$8,012	-100.00%		
Laborer 40	1	0	\$44,820	\$0	(\$44,820)	-100.00%		
Plant Operator I - WPCA	1	2	\$51,301	\$100,960	\$49,659	96.80%		
Plant Operator II - WPCA	0	1	\$0	\$63,134	\$63,134	100.00%		
Plant Operator-WPCA 40	3	1	\$180,691	\$60,197	(\$120,494)	-66.69%		
Utility Worker	0	1	\$0	\$46,957	\$46,957	100.00%		
	5	5	\$268,800	\$271,248	\$2,448	0.91%		

Plant Op I (from 2411) changed to Plant Op II. Eliminated 1 Plant Operator WPCA 40 position. Other Plant Operator WPCA 40 switched to Plant Op I when incumbent was replaced. Laborer changed to Utility Worker.

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2413 Sludge Processing and Disposal

Ref Number Account Title	FY 08/09 Actual	FY 09/10 Original Budget	FY 09/10 Revised Budget	FY 09/10 Projected Exp & Enc	FY 10/11 Department Request	FY 10/11 Mayor's Request	Mayor Vs Projected	FY 11/12 Estimate	FY 12/13 Estimate
33424131100 Salaries	170,639	268,800	268,800	219,429	271,248	271,248	51,818	271,248	275,316
33424131301 Overtime	24,216	38,411	38,411	21,413	21,413	21,413	0	21,413	21,413
33424131901 Differential	9,497	16,743	16,743	6,095	6,095	6,095	0	6,095	6,095
33424133601 Contracted Services	1,551,036	1,507,062	1,507,062	1,507,062	1,560,000	1,560,000	52,938	1,560,000	1,560,000
33424135905 Haulaway Sludge	205,810	70,000	70,000	70,000	85,000	85,000	15,000	85,000	85,000
33424136205 Natural Gas - Utility	646,300	600,000	600,000	600,000	350,000	350,000	-250,000	350,000	350,000
33424136901 Protective Clothing	0	1,969	1,969	1,969	1,969	1,969	0	1,969	1,969
Sludge Processing and Disposal Total	2,607,498	2,502,985	2,502,985	2,425,968	2,295,725	2,295,725	-130,244	2,295,725	2,299,793

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2414 Stormwater Mgmt

#### **Mission Statement**

The mission of the stormwater management activity is to implement, monitor and manage the Phase 1 City-wide stormwater permit. This effort will help to protect the water quality in all Stamford's rivers and streams and Long Island Sound.

### **Program:** Monitoring

The Stormwater Permit requires annual monitoring and testing of various storm outfalls throughout the City. The mission if the monitoring activity is to ensure compliance with the permit requirements for testing and reporting.

Activity Name	Servic	e Output		Service Quality					
Sampling and Testing	• Collec	ct samples a	t six outfalls		Sampling done in accordance with requirements in the permit, under the correct rainfall condition with chain of custody controls				
	• Test s	amples			Testing done accurately, following all testing and quality control and quality assurance plan				
	• Report				Report all data to State DEP on the designated schedu				
Job Title	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase			
BUDGET ADJUSTMENT	0	0	(\$1,960)	\$0	\$1,960	-100.00%			
Permit Coordinator	1	0	\$67,305	\$0	(\$67,305)	-100.00%			
Regulatory Compliance Officer	0	1	\$0	\$69,887	\$69,887	100.00%			
	1	1	\$65.345	\$69.887	\$4.542	6.95%			

Permit Coordinator changed to Regulatory Compliance Officer.

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2414 Stormwater Mgmt

Ref Number Account Title	FY 08/09 Actual	FY 09/10 Original Budget	FY 09/10 Revised Budget	FY 09/10 Projected Exp & Enc	FY 10/11 Department Request	FY 10/11 Mayor's Request	Mayor Vs Projected	FY 11/12 Estimate	FY 12/13 Estimate
33424141100 Salaries				-	<u> </u>	<del></del>	<u> </u>		
33424141100 Salaties	0	65,345	65,345	31,719	69,887	69,887	38,169	69,887	70,936
33424141301 Overtime	0	6,901	6,901	3,500	3,500	3,500	0	3,500	3,500
33424143601 Contracted Services		05.000	05.000	05.000	05.000	25.000	40.000	05.000	05.000
33424143001 Contracted Services	0	35,000	35,000	35,000	25,000	25,000	-10,000	25,000	25,000
33424146110 Materials & Supplies	9,946	10,200	10,200	9,546	10,000	10,000	454	10,000	10,000
Stormwater Mgmt Total	9,946	117,446	117,446	79,765	108,387	108,387	28,623	108,387	109,436

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2421 Building Maintenance

## **Mission Statement**

The mission of the Building Maintenance activity to ensure that all buildings and grounds at the wastewater treatment plant complex are kept well maintained.

#### **Program:** Building Maintenance

The mission to ensure the proper upkeep of all building including painting, replacing broken windows, maintain heating system and replace any deteriorating items.

Activity Name	Service Output	Service Quality
Exterior and interior painting	Paint exterior metal work	Paint all exterior gate operators annually or as needed.
Building and tank Repairs	<ul> <li>Inspect all buildings, tanks and sidewalks and repair as necessary.</li> </ul>	No damaged concrete or brick on any building or tank.
Exterior and interior painting	• Paint interior of buildings or structures.	Inspect interior paint and repaint as necessary annually.

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2421 Building Maintenance

Ref Number Account Title	FY 08/09 Actual	FY 09/10 Original Budget	FY 09/10 Revised Budget	FY 09/10 Projected Exp & Enc	FY 10/11 Department Request	FY 10/11 Mayor's Request	Mayor Vs Projected	FY 11/12 Estimate	FY 12/13 Estimate
33424211203 Seasonal	21,125	15,500	15,500	15,500	15,500	15,500	0	15,500	15,500
33424211301 Overtime	8	0	0	0	0	0	0	0	0
33424216205 Natural Gas - Utility	168,000	150,000	150,000	150,000	150,000	150,000	0	153,000	156,060
33424216604 Grounds Maintenance	450	6,000	6,000	3,950	3,950	3,950	0	4,029	4,110
33424216607 Facilities Maintenance - STP	33,861	50,000	50,000	43,861	40,000	40,000	-3,861	40,800	41,616
Building Maintenance Total	223,444	221,500	221,500	213,311	209,450	209,450	-3,861	213,329	217,286

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2422 Equipment Maintenance

## **Mission Statement**

The mission of the Equipment Maintenance Activity is to ensure that all equipment is maintained according to manufacturer's recommendations and requirements. By accomplishing this mission, the treatment plant will run without interruption.

#### Program: Maintenance

The mission of the maintenance program is to implement a preventive maintenance program and manage that program effectively. The mission also include rapid response to breakdowns that may affect treatment ability.

Activity Name	Servic	e Output			Service Quality			
Maintain Process Equipment	• 100%	wastewater	pumps repaired	and lubricated.	95% of continuous operation in hours of equipment serviced			
Maintain Solids Processing Equipment	• 100% weekl	-	cessing equipmen	t lubricated	99% continuous operation annually			
Job Title	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase		
BUDGET ADJUSTMENT	0	0	(\$7,557)	\$0	\$7,557	-100.00%		
Maintenance Mechanic 40	2	2	\$119,844	\$119,844	\$0	0.00%		
Master Mech-Water Poll Control	1	1 1 \$67,557 \$67,557				0.00%		
Mt II-Electrician/UAW 35	1 1 \$73,317 \$73,317				\$0	0.00%		
	4	4	\$253,161	\$260,718	\$7,557	2.98%		

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2422 Equipment Maintenance

	FY 08/09	FY 09/10 Original	FY 09/10 Revised	FY 09/10 Projected	FY 10/11 Department	FY 10/11 Mayor's	Mayor Vs	FY 11/12	FY 12/13
Ref Number Account Title	Actual	Budget	Budget	Exp & Enc	_	Request	Projected	Estimate	Estimate
33424221100 Salaries	213,021	253,161	253,161	221,441	260,718	260,718	39,278	260,718	264,629
33424221301 Overtime	21,047	16,000	16,000	16,000	16,000	16,000	0	16,000	16,000
33424221902 Stand-By Time	12,723	12,549	12,549	12,549	12,549	12,549	0	12,549	12,549
33424226605 Equipment Maintenance	385,666	300,000	300,000	300,000	350,000	350,000	50,000	357,000	364,140
33424226901 Protective Clothing	2,610	2,000	2,000	2,000	2,000	2,000	0	2,040	2,081
Equipment Maintenance Total	635,068	583,710	583,710	551,990	641,267	641,267	89,278	648,307	659,399

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2423 Pump Station Maintenance

## **Mission Statement**

The mission of the Pumping Station Maintenance Activity is to insure that the twenty two pumping stations run reliably. This is accomplished by performing regular maintenance in a timely manner and by following all manufacturers' recommendations.

#### Program: Operations and Maintenance

The mission of the Maintenance and Construction program is to ensure that all equipment and process piping is maintained according to manufacturer's recommendations and requirements so that the wastewater treatment plant, pumping stations and sanitary sewer systems convey and process wastewater without interruption. Furthermore, the mission is to recommend, oversee and implement construction projects relating to wastewater conveyance and treatment.

Activity Name	Service	e Output			Service Quality				
Maintain Pumping Stations	• Respo	ond to all ala	ırms.		Respond within 30 minutes of any pumping station alarms 100% of time.				
	• Maint	ain grounds	at all pumping s	tations.	No complaints from public on appearance of statio				
	• Maint	• Maintain pumps at 22 sanitary pumping stations.				ing 100% of time			
Job Title	Pos 09/10	g g		Budget Salary \$ Increase	Budget Salary % Increase				
BUDGET ADJUSTMENT	0	0	(\$8,046)	\$0	\$8,046	-100.00%			
Maintenance Mechanic 40	3	3 \$180,041 \$180,041			\$0	0.00%			
Mt II-Electrician/UAW 35	1	1	\$62,780	\$64,547	\$1,766	2.81%			
	4	4 4 \$234.775 \$244.587				4.18%			

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2423 Pump Station Maintenance

Ref Number Account Title	FY 08/09 Actual	FY 09/10 Original Budget	FY 09/10 Revised Budget	FY 09/10 Projected Exp & Enc	FY 10/11 Department Request	FY 10/11 Mayor's Request	Mayor Vs Projected	FY 11/12 Estimate	FY 12/13 Estimate
33424231100 Salaries	210,886	234,775	234,775	236,921	244,587	244,587	7,666	244,587	248,256
33424231301 Overtime	27,424	20,500	20,500	20,500	20,500	20,500	0	20,500	20,500
33424231902 Stand-By Time	13,497	11,255	11,255	11,255	13,500	13,500	2,245	13,500	13,500
33424235102 Diesel Fuel	4,000	4,000	4,000	4,000	4,000	4,000	0	4,080	4,162
33424235301 Telephone	3,638	8,900	8,900	7,638	4,500	4,500	-3,138	4,590	4,682
33424236202 Water	5,000	6,700	6,700	6,400	6,400	6,400	0	6,528	6,659
33424236203 Fuel Oil	1,220	1,500	1,500	1,500	1,500	1,500	0	1,530	1,561
33424236204 Electric - Utility	179,999	190,000	190,000	190,000	190,000	190,000	0	193,800	197,676
33424236205 Natural Gas - Utility	0	3,500	3,500	3,500	3,500	3,500	0	3,570	3,641
33424236605 Equipment Maintenance	38,171	85,000	85,000	63,171	60,000	60,000	-3,171	61,200	62,424
33424236607 Facilities Maintenance - STP	26,175	50,600	50,600	41,175	30,000	30,000	-11,175	30,600	31,212
33424236901 Protective Clothing	877	900	900	900	900	900	0	918	936
Pump Station Maintenance Total	510,887	617,630	617,630	586,960	579,387	579,387	-7,573	585,403	595,208

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2424 Sanitary Sewer Maintenance

## **Mission Statement**

The mission of the Sanitary Sewer Maintenance staff is to insure that all preventive maintenance is performed in the time period required, to answer emergency calls promptly, to assess problems quickly to prevent environmental and property damage and to assist other departments and agencies with sewer related problems.

## **Program:** Operations and Maintenance

The mission of the sanitary sewer program is to clean and maintain the sanitary sewer system to ensure no overflows or back-ups which can effect public health and the environment.

Activity Name	Servic	e Output			Service Quality				
Sanitary Sewers Cleaned	• Clean	sanitary sev	wers.		Clean at least 10 % of the sanitary sewer system annually.				
Response	• Minin	mize respons	se time.		Ensure that all cominutes of notific	mplaints are responded to wit eation.	hin 30		
Job Title	Pos 09/10	FY 09/10 FY 10/11 Pos Budget Budget 10/11 Salary Salary		Budget Salary \$ Increase	Budget Salary % Increase				
BUDGET ADJUSTMENT	0	0	(\$3,475)	\$0	\$3,475	-100.00%			
Maintenance Mechanic 40	2	2	\$119,644	\$119,644	\$0	0.00%			
	2	2	\$116.169	\$119.644	\$3.475	2.99%			

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2424 Sanitary Sewer Maintenance

	FY 08/09	FY 09/10 Original	FY 09/10 Revised	FY 09/10 Projected	FY 10/11 Department	FY 10/11 Mayor's	Mayor Vs	FY 11/12	FY 12/13
Ref Number Account Title	Actual	Budget	Budget	Exp & Enc	1	Request	Projected	Estimate	Estimate
33424241100 Salaries	116,658	116,169	116,169	116,626	119,644	119,644	3,018	119,644	121,438
33424241301 Overtime	16,337	30,000	30,000	30,000	25,000	25,000	-5,000	25,000	25,000
33424241902 Stand-By Time	7,566	15,401	15,401	15,401	10,000	10,000	-5,401	10,000	10,000
33424246605 Equipment Maintenance	1,079	10,000	10,000	8,079	8,079	8,079	0	8,241	8,405
33424246607 Facilities Maintenance - STP	3,818	50,000	50,000	38,818	35,000	35,000	-3,818	35,700	36,414
33424246901 Protective Clothing	571	745	745	745	745	745	0	760	775
Sanitary Sewer Maintenance Total	146,029	222,315	222,315	209,669	198,468	198,468	-11,201	199,344	202,033

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2425 Hurricane Barrier Maintenance

## **Mission Statement**

The mission of this activity is to ensure that all three of the Hurricane Barrier pumping stations are operated and maintained to ensure there is no flooding of low-lying areas during storm conditions and storm surges.

#### **Program:** Operations and Maintenance

Maintain all three storm water pumping stations in accordance with all requirements to reduce any possibility of property damage due to storm conditions.

Activity Name	Service Output	Service Quality
Equipment Maintenance	Maintain all pumping equipment, gates and valves.	All pumps available as needed. Excellent inspection report by Army Corps of Engineers. No flooding complaints.
Grounds Maintenance	<ul> <li>Keep grass cut and barrier free of plant growth and debris.</li> </ul>	Excellent inspection report by Army Corps of Engineers. No complaints by public.

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2425 Hurricane Barrier Maintenance

		FY 09/10	FY 09/10	FY 09/10	FY 10/11	FY 10/11	Mayor		
	FY 08/09	Original	Revised	Projected	Department	Mayor's	Vs	FY 11/12	FY 12/13
Ref Number Account Title	Actual	Budget	Budget	Exp & Enc	Request	Request	Projected	Estimate	Estimate
33424256204 Electric - Utility	99,736	60,000	60,000	60,000	150,000	150,000	90,000	153,000	156,060
33424256205 Natural Gas - Utility	6,000	7,400	7,400	7,000	7,000	7,000	0	7,140	7,283
33424256605 Equipment Maintenance	0	40,000	40,000	35,000	40,000	40,000	5,000	40,800	41,616
33424256607 Facilities Maintenance - STP	15,687	16,200	16,200	16,200	16,200	16,200	0	16,524	16,854
Hurricane Barrier Maintenance Total	121,423	123,600	123,600	118,200	213,200	213,200	95,000	217,464	221,813

Bur/Offc: 204 Operations: Water Pollution Control

Dept/Div: 0243 Billing Services Activity: 2430 Billing Services

#### **Mission Statement**

The mission of Billing Services is the administration of all billing and collection activity for current and delinquent water use charges, sewer assessment and connection charges, as well as interest, fees and other charges.

#### **Program:** Billing Services

To provide a system to process all water use, sewer assessment and connection payments, deposit all revenue received, maintain water use software module, track and analyze collection activity, implement an effective delinquent collection enforcement program, prepare and submit various reports to both city and state officials.

Activity Name	Servic	e Output	Service Quality			
	•					
Job Title	Pos 09/10	Pos 10/11	FY 09/10 Budget Salary	FY 10/11 Budget Salary	Budget Salary \$ Increase	Budget Salary % Increase
Account Analyst - WPCA	1	1	\$70,359	\$73,189	\$2,830	4.02%
Account Clerk II	1	1	\$41,851	\$41,851	\$0	0.00%
BUDGET ADJUSTMENT	0	0	(\$8,129)	\$0	\$8,129	-100.00%
CHARGEBACK from Revenue Services	0	0	\$54,011	\$35,960	(\$18,051)	-33.42%
CHARGEBACK from Tax Administration	0	0	\$15,721	\$7,336	(\$8,385)	-53.34%
Delinquent Acct Processor-WPCA	1	1	\$52,083	\$53,548	\$1,465	2.81%
	3	3	\$225,896	\$211,884	(\$14,012)	-6.20%

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0243 Billing ServicesActivity: 2430 Billing Services

		FY 09/10	FY 09/10	FY 09/10	FY 10/11	FY 10/11	Mayor		
	FY 08/09	Original	Revised	Projected	Department	Mayor's	Vs	FY 11/12	FY 12/13
Ref Number Account Title	Actual	Budget	Budget	Exp & Enc	Request	Request	Projected	Estimate	Estimate
33424301100 Salaries	155,634	225,896	225,896	205,176	211,884	211,884	6,708	211,884	215,062
33424301203 Seasonal	22,267	2,500	2,500	2,500	2,500	2,500	0	2,500	2,500
33424301301 Overtime	4,647	5,000	5,000	5,000	4,000	4,000	-1,000	4,000	4,000
33424302100 Medical & Life	31,225	32,693	32,693	32,693	35,962	35,962	3,269	39,558	43,514
33424302200 Social Security	15,635	17,855	17,855	16,270	16,706	16,706	437	16,706	16,957
33424303202 Conferences & Training	0	1,250	1,250	1,250	1,000	1,000	-250	1,000	1,000
33424303601 Contracted Services	28,141	35,000	35,000	35,000	41,000	41,000	6,000	41,000	41,000
33424305301 Telephone	0	1,600	1,600	1,600	1,600	1,600	0	1,600	1,600
33424305400 Advertising/Official Notices	0	500	500	500	0	0	-500	0	0
33424305405 Postage	12,423	22,000	22,000	22,000	16,000	16,000	-6,000	16,000	16,000
33424305500 Copying & Printing	1,091	1,000	1,000	1,000	1,500	1,500	500	1,500	1,500
33424306100 Office Supplies & Expenses	500	1,000	1,000	1,000	500	500	-500	500	500
33424306610 Software Maintenance	0	14,500	14,500	14,500	15,275	15,275	775	15,275	15,275
Billing Services Total	271,564	360,794	360,794	338,489	347,927	347,928	9,439	351,524	358,908

	FY 08/09 Actual	FY 09/10 Original Budget	Revised		FY 10/11 Department Request	FY 10/11 Mayor's Request	Mayor Vs Projected		FY 12/13 Estimate
Water Pollution Control Authority Total	22,113,537	22,349,451	22,349,451	21,938,978	21,628,582	21,628,582	-310,395	21,658,332	21,837,268