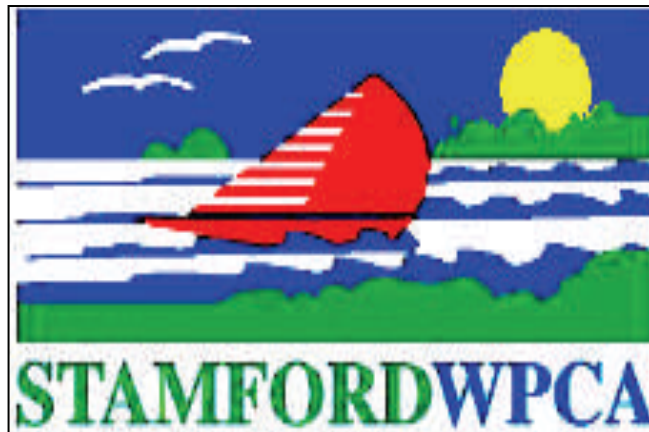


# Stamford WPCA

Proposed Operating Budget  
Fiscal Year 2011—2012



Revised April 6, 2011



**Stamford Water Pollution Control Authority**  
111 Harbor View Avenue, Stamford, CT 06902

**From:** Louis Casale, Chairman, WPCA Board

**To:** Mayor Mike Pavia  
Board of Finance  
Board of Representatives

**CC:** Jeanette Brown, Executive Director, WPCA  
WPCA Board Members  
Karen Vitale, Acting Controller

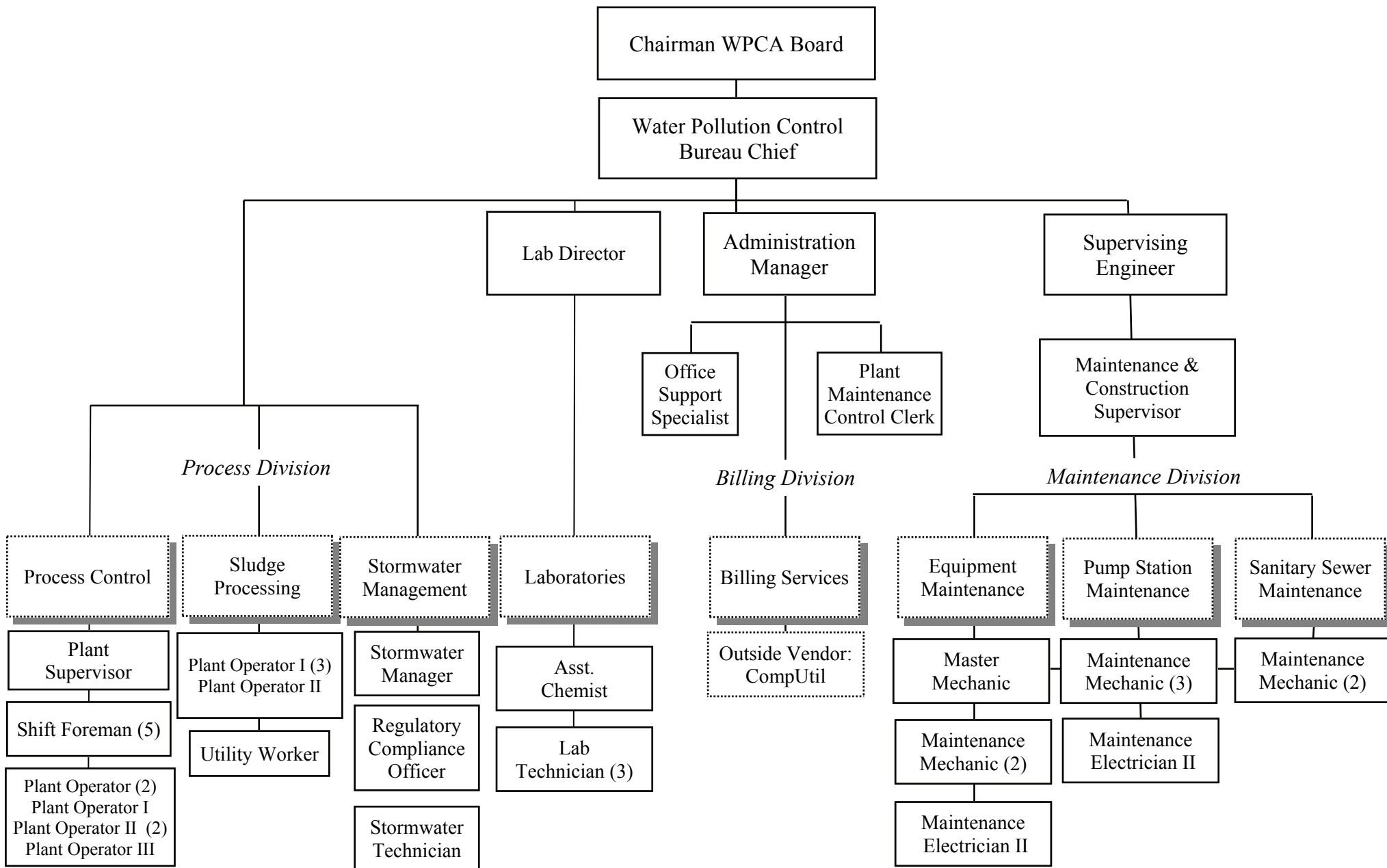
**Re:** Transmittal of SWPCA Budget for Fiscal Year 2011/2012

Attached is the FY 2011/2012 SWPCA Budget as approved by the Board of Directors for your review. The total Budget is \$22,784,225, which represents an increase of \$1,155,643 or 5.3 % from the FY 2010/2011 Budget and an increase of \$1,443,504 or 6.3 % from the FY 2010/2011 Projection. We anticipate the annual user fee and charge to the average homeowner will increase due to the need to include a capital reserve account and increased regulatory requirements.

Consistent with the spirit of the City's approach to the 2011/2012 Budget and being cognizant of the economic times, this year's budget development and review process was deliberate and extensive.

We want to express our thanks to Board Member, Alan Barnett, the WPCA staff, and Agnes Cawai in addition to all others involved in the development and completion of this budget.

# City of Stamford Office of Operations Water Pollution Control Authority



**Stamford Water Pollution Control Authority  
FY 2011-2012 Proposed Operating Budget**

<b>Revenue</b>	<b>FY 2010-11 Original Budget</b>	<b>FY 2010-11 Revised Budget</b>	<b>FY 2011-12 Dept Request</b>	<b>FY 2011-12 Mayor's Request</b>	<b>Variance from Original</b>	<b>Percent Change</b>
Interest Income	95,000	95,000	60,000	60,000	(35,000)	-36.8%
Special Assessment - Principal	1,147,000	1,147,000	1,147,000	1,147,000	-	0.0%
Special Assessment - Interest	50,000	50,000	50,000	50,000	-	0.0%
Spec Assess Delinq Interest & Liens	25,000	25,000	25,000	25,000	-	0.0%
Treatment of Sewage-Darien	1,570,000	1,570,000	1,600,000	1,600,000	30,000	1.9%
Septic Tank Fees-PWD	265,000	265,000	291,500	291,500	26,500	10.0%
Regional Lab Fees	60,000	60,000	60,000	60,000	-	0.0%
Darien - Capital Reimbursement	726,139	726,139	726,139	726,139	-	0.0%
Sewer Use-Fees	15,775,782	15,775,782	17,054,308	17,054,308	1,278,526	8.1%
Sewer Use-Lien Fees	90,000	90,000	90,000	90,000	-	0.0%
Sewer Use-Interest Charge	85,000	85,000	350,000	350,000	265,000	311.8%
Aquarion User Charges	175,000	175,000	190,000	190,000	15,000	8.6%
Permit Fees	-	-	10,000	10,000	10,000	100.0%
Load Shedding	75,000	75,000	75,000	75,000	-	0.0%
Rebates-B.A.B.'s	156,368	156,368	155,278	155,278	(1,090)	-0.7%
Nitrogen Trading Exchange Credit	500,000	500,000	900,000	900,000	400,000	80.0%
<b>Total Revenue</b>	<b>\$ 20,795,289</b>	<b>\$ 20,795,289</b>	<b>\$ 22,784,225</b>	<b>\$ 22,784,225</b>	<b>\$ 1,988,936</b>	<b>9.6%</b>
<b>Operating Expenses</b>						
*WPCA Administration (less: interest, depreciation exp, impairment of assets)						
	3,051,581	3,051,581	3,662,517	3,662,517	610,936	20.0%
Process Control	3,450,615	3,450,615	3,666,571	3,666,571	215,956	6.3%
Laboratories	471,183	471,183	476,783	476,783	5,600	1.2%
Sludge Processing	2,295,725	2,295,725	2,318,159	2,318,159	22,434	1.0%
Stormwater Management	108,387	108,387	113,034	113,034	4,647	4.3%
Building Maintenance	209,450	209,450	209,450	209,450	-	0.0%
Equipment Maintenance	641,267	641,267	645,197	645,197	3,930	0.6%
Pump Station Maintenance	579,387	579,387	574,882	574,882	(4,505)	-0.8%
Sanitary Sewer Maintenance	198,468	198,468	230,954	230,954	32,486	16.4%
Hurricane Barrier Maintenance	213,200	213,200	213,200	213,200	-	0.0%
Billing Services	347,927	347,927	368,134	368,134	20,207	5.8%
<b>Total Operating Expenses*</b>	<b>\$ 11,567,190</b>	<b>\$ 11,567,190</b>	<b>\$ 12,478,881</b>	<b>\$ 12,478,881</b>	<b>\$ 911,691</b>	<b>7.9%</b>
<b>Net Revenues Available for Debt Service</b>	<b>\$ 9,228,099</b>	<b>\$ 9,228,099</b>	<b>\$ 10,305,344</b>	<b>\$ 10,305,344</b>	<b>\$ 1,077,245</b>	<b>11.7%</b>
2003A Revenue Bonds (Principal & Interest)	785,505	785,505	786,436	786,436	931	0.1%
Clean Water Fund (Principal & Interest)	4,834,926	4,834,926	4,831,331	4,831,331	(3,595)	-0.1%
2006B Revenue Bonds (Principal & Interest)	1,205,070	1,205,070	1,203,620	1,203,620	(1,450)	-0.1%
<b>Senior Lien Debt Service Coverage</b>	<b>1.35</b>	<b>1.35</b>	<b>1.51</b>	<b>1.51</b>	<b>\$ (4,114)</b>	<b>11.7%</b>
GO Debt Service (Principal & Interest)	1,956,923	1,956,923	1,743,582	1,743,582	(213,341)	-10.9%
2009 GO Bond Issue	446,765	446,765	858,653	858,653	411,888	92.2%
<b>Total Debt Service Coverage</b>	<b>1.00</b>	<b>1.00</b>	<b>1.09</b>	<b>1.09</b>	<b>\$ 198,547</b>	<b>9.4%</b>

\*Total Operating Expenses do not include Interest & Depreciation expense (\$10,305,344)

## Activity Summary Report

<i>Fund: 0033 Water Pollution Control Authority</i>		<i>FY 10/11</i>	<i>FY 10/11</i>	<i>FY 10/11</i>	<i>FY 11/12</i>	<i>FY 11/12</i>	<i>Mayor</i>			
<i>Bur/Offc: 204 Operations: Water Pollution Control</i>		<i>FY 09/10</i>	<i>Original</i>	<i>Revised</i>	<i>Projected</i>	<i>Department</i>	<i>Mayor's</i>	<i>Vs</i>	<i>FY 12/13</i>	<i>FY 13/14</i>
	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Exp &amp; Enc</i>	<i>Request</i>	<i>Request</i>	<i>Projected</i>	<i>Estimate</i>	<i>Estimate</i>	
<i>Dept/Div: 0240 Water Pollution Control Admin.</i>										
2400	Water Pollution Control Admin.	14,661,485	13,112,973	13,147,973	12,960,832	13,967,861	13,967,861	1,007,029	14,056,780	14,223,775
<b>Water Pollution Control Admin. Total</b>		<b>14,661,485</b>	<b>13,112,973</b>	<b>13,147,973</b>	<b>12,960,832</b>	<b>13,967,861</b>	<b>13,967,861</b>	<b>1,007,029</b>	<b>14,056,780</b>	<b>14,223,775</b>
<i>Dept/Div: 0241 Process</i>										
2411	Process Control	3,320,759	3,450,615	3,500,615	3,170,963	3,666,571	3,666,571	495,608	3,666,571	3,726,099
2412	Laboratories	451,808	471,183	471,183	457,128	476,783	476,783	19,655	476,783	485,973
2413	Sludge Processing and Disposal	2,337,390	2,295,725	2,295,725	2,456,779	2,318,159	2,318,159	-138,620	2,318,159	2,354,421
2414	Stormwater Mgmt	46,703	108,387	108,387	89,604	113,034	113,034	23,430	113,034	115,120
<b>Process Total</b>		<b>6,156,661</b>	<b>6,325,910</b>	<b>6,375,910</b>	<b>6,174,474</b>	<b>6,574,547</b>	<b>6,574,547</b>	<b>400,073</b>	<b>6,574,547</b>	<b>6,681,613</b>
<i>Dept/Div: 0242 Maintenance</i>										
2421	Building Maintenance	206,162	209,450	209,450	188,956	209,450	209,450	20,494	209,450	212,669
2422	Equipment Maintenance	558,347	641,267	641,267	663,768	645,197	645,197	-18,571	645,197	656,341
2423	Pump Station Maintenance	522,405	579,387	512,387	550,316	574,882	574,882	24,566	574,882	584,928
2424	Sanitary Sewer Maintenance	165,455	198,468	180,468	165,022	230,954	230,954	65,932	230,954	235,154
2425	Hurricane Barrier Maintenance	130,453	213,200	213,200	188,020	213,200	213,200	25,180	213,200	216,398
<b>Maintenance Total</b>		<b>1,582,822</b>	<b>1,841,772</b>	<b>1,756,772</b>	<b>1,756,082</b>	<b>1,873,683</b>	<b>1,873,683</b>	<b>117,601</b>	<b>1,873,683</b>	<b>1,905,490</b>
<i>Dept/Div: 0243 Billing Services</i>										
2430	Billing Services	338,316	347,927	347,927	449,333	368,134	368,134	-81,199	368,134	368,134
<b>Billing Services Total</b>		<b>338,316</b>	<b>347,927</b>	<b>347,927</b>	<b>449,333</b>	<b>368,134</b>	<b>368,134</b>	<b>-81,199</b>	<b>368,134</b>	<b>368,134</b>
<b>Operations: Water Pollution Control Total</b>		<b>22,739,284</b>	<b>21,628,582</b>	<b>21,628,582</b>	<b>21,340,721</b>	<b>22,784,225</b>	<b>22,784,225</b>	<b>1,443,504</b>	<b>22,873,144</b>	<b>23,179,012</b>

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## ***Department Summary***

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***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 and by ensuring compliance with the MS4 Stormwater Permit. 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 and ensuring that BMP's are in place for stormwater compliance.

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.

### **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.

<b><i>Activity Name</i></b>	<b><i>Service Output (Fiscal 2010)</i></b>	<b><i>Service Quality</i></b>
Provide Financial Oversight	<ul style="list-style-type: none"><li>• Ensure budget projections correlate with budget expenditures</li></ul>	Monitor budget monthly to control expenditures. Complete fiscal year on or under budget.
Monitor Adherence to Government Regulations	<ul style="list-style-type: none"><li>• Compliance with DEP and EPA regulations</li></ul>	100% compliance with all government regulations
Administration	<ul style="list-style-type: none"><li>• Ensure budgetary control.</li></ul>	Not exceeding total annual budget.
Personnel Management	<ul style="list-style-type: none"><li>• Personnel and union issues</li></ul>	Ensure all personnel and union issues are resolved at WPCA level.

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## Department Summary

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**Bur/Offc:** 204 **Operations: Water Pollution Control**  
**Dept/Div:** 0240 **Water Pollution Control Admin.**  
**Activity:** 2400 **Water Pollution Control Admin.**

<i>Job Title</i>	<i>Pos 10/11</i>	<i>Pos 11/12</i>	<i>FY 10/11 Budget Salary</i>	<i>FY 11/12 Budget Salary</i>	<i>Budget Salary \$ Increase</i>	<i>Budget Salary % Increase</i>
Administration Manager	1	1	\$109,228	\$111,406	\$2,178	1.99%
Mtce. & Const. Supv. - WPCA	1	1	\$91,037	\$92,858	\$1,821	2.00%
Office Support Specialist	1	1	\$43,293	\$50,185	\$6,892	15.92%
Plant Mtce Cntrl Clk	1	1	\$50,385	\$50,385	\$0	0.00%
Plant Supervisor - WPCA	1	1	\$68,762	\$86,584	\$17,822	25.92%
Supervising Engineer	1	1	\$109,428	\$111,706	\$2,278	2.08%
Water Poll Control Bur Ch	1	1	\$131,305	\$133,918	\$2,613	1.99%
	<b>7</b>	<b>7</b>	<b>\$603,439</b>	<b>\$637,042</b>	<b>\$33,603</b>	<b>5.57%</b>

*Admin Manager, Mtce & Const. Supv, Supervising Engineer, & Water Poll Control Bur Ch increases due to contractual wage increases. Office Support Specialist replaced at higher step. Plant Supervisor funded for full year vs partial year in FY10/11.*

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## Fiscal Year 2011/2012 Mayor's Proposed Operating Budget

**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.

<i>Ref Number</i>	<i>Account Title</i>	<i>FY 09/10 Actual</i>	<i>FY 10/11 Original Budget</i>	<i>FY 10/11 Revised Budget</i>	<i>FY 10/11 Projected Exp &amp; Enc</i>	<i>FY 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>Mayor Vs Projected</i>	<i>FY 12/13 Estimate</i>	<i>FY 13/14 Estimate</i>
33424001100	Salaries	516,756	603,439	603,439	541,387	637,042	<b>637,042</b>	95,655	637,042	649,783
33424001201	Part-Time	9,168	14,000	14,000	4,000	14,000	<b>14,000</b>	10,000	14,000	14,280
33424001202	Permanent Part-time	45,771	46,045	46,045	45,981	46,045	<b>46,045</b>	64	46,045	46,966
33424001203	Seasonal	1,544	6,500	6,500	6,500	6,500	<b>6,500</b>	0	6,500	6,630
33424001301	Overtime	9,568	9,150	9,150	2,411	5,000	<b>5,000</b>	2,589	5,000	5,100
33424002100	Medical & Life	643,426	759,507	759,507	759,507	789,265	<b>789,265</b>	29,758	868,191	955,010
33424002101	Compensated Absences	15,548	11,354	11,354	11,354	16,000	<b>16,000</b>	4,646	17,000	18,000
33424002200	Social Security	230,966	231,022	231,022	231,022	240,014	<b>240,014</b>	8,992	240,014	244,814
33424002302	Classified Pension Fund	0	114,813	114,813	114,813	284,000	<b>284,000</b>	169,187	340,800	408,960
33424002400	College Tuition	550	1,000	1,000	0	1,000	<b>1,000</b>	1,000	1,000	1,015
33424002406	Contribution to OPEB	60,723	75,121	75,121	75,121	198,000	<b>198,000</b>	122,879	284,000	305,000
33424002500	Unemployment Compensation	4,794	2,548	2,548	2,548	15,216	<b>15,216</b>	12,668	15,216	15,444
33424003006	Legal Expenses	20,000	20,000	20,000	17,500	75,000	<b>75,000</b>	57,500	75,000	76,125
33424003202	Conferences & Training	5,120	8,000	6,000	5,000	8,000	<b>8,000</b>	3,000	8,000	8,120
33424003401	Central Service Cost Allocation	318,487	206,458	206,458	206,458	209,555	<b>209,555</b>	3,097	212,698	215,889
33424003601	Contracted Services	113,516	65,500	65,500	56,824	65,500	<b>65,500</b>	8,676	65,500	66,483
33424003613	Tree Rehabilitation	92,500	72,500	72,500	71,567	72,500	<b>72,500</b>	933	72,500	73,588
33424005101	Gasoline	12,459	15,000	15,000	14,264	18,000	<b>18,000</b>	3,736	18,000	18,270
33424005240	Payments to Insurance Fund	340,712	327,954	327,954	327,954	318,665	<b>318,665</b>	-9,289	350,532	385,585
33424005301	Telephone	38,762	30,000	30,000	41,712	40,000	<b>40,000</b>	-1,712	40,000	40,600



## Fiscal Year 2011/2012 Mayor's Proposed Operating Budget

**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.

<i>Ref Number</i>	<i>Account Title</i>	<i>FY 09/10 Actual</i>	<i>FY 10/11 Original Budget</i>	<i>FY 10/11 Revised Budget</i>	<i>FY 10/11 Projected Exp &amp; Enc</i>	<i>FY 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>Mayor Vs Projected</i>	<i>FY 12/13 Estimate</i>	<i>FY 13/14 Estimate</i>
33424005405	Postage	1,962	1,000	1,000	1,409	1,000	<b>1,000</b>	-409	1,000	1,015
33424005500	Copying & Printing	257	3,000	3,000	1,000	3,000	<b>3,000</b>	2,000	3,000	3,045
33424006100	Office Supplies & Expenses	16,987	13,000	13,000	15,000	15,000	<b>15,000</b>	0	15,000	15,225
33424006202	Water	39,042	25,000	52,000	52,000	50,000	<b>50,000</b>	-2,000	50,000	50,750
33424006601	Vehicle Maintenance	12,131	20,000	20,000	19,165	20,000	<b>20,000</b>	835	20,000	20,300
33424006710	Non Capital Computer Equipment	8,802	11,215	11,215	8,133	11,215	<b>11,215</b>	3,082	11,215	11,383
33424006801	Laundry	14,000	12,000	20,000	20,000	21,000	<b>21,000</b>	1,000	21,000	21,315
33424008100	Dues & Fees	19,390	14,000	14,000	12,081	15,000	<b>15,000</b>	2,919	15,000	15,225
33424008233	Non Bond Interest Expenditure	8,009	10,000	10,000	10,000	10,000	<b>10,000</b>	0	10,000	10,000
33424008302	Interest Expense	3,394,774	3,461,392	3,461,392	3,461,392	3,305,344	<b>3,305,344</b>	-156,048	3,136,527	2,956,000
33424008303	Depreciation Expense	6,288,177	6,600,000	6,600,000	6,600,000	7,000,000	<b>7,000,000</b>	400,000	7,000,000	7,100,000
33424008304	Bonded Debt - Expenses	7,015	0	0	0	0	<b>0</b>	0	0	0
33424008305	Amortization Costs	125,994	0	0	0	0	<b>0</b>	0	0	0
33424008306	Cost of Issuance	0	12,000	12,000	12,000	12,000	<b>12,000</b>	0	12,000	12,180
33424008400	Misc Contingency/Expense	0	200,000	200,000	150,000	325,000	<b>325,000</b>	175,000	325,000	329,875
33424008402	Utility Rate Contingency	0	100,000	100,000	50,000	100,000	<b>100,000</b>	50,000	100,000	101,500
33424008839	Administrative Expenses	18,407	10,455	12,455	12,729	20,000	<b>20,000</b>	7,271	20,000	20,300
33424008841	Impairment of Assets	2,226,167	0	0	0	0	<b>0</b>	0	0	0
<b>Water Pollution Control Admin. Total</b>		<b>14,661,485</b>	<b>13,112,973</b>	<b>13,147,973</b>	<b>12,960,832</b>	<b>13,967,861</b>	<b>13,967,861</b>	<b>1,007,029</b>	<b>14,056,780</b>	<b>14,223,775</b>

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## Department Summary

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**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.

<u>Activity Name</u>	<u>Service Output (Fiscal 2010)</u>		<u>Service Quality</u>			
Process Control	<ul style="list-style-type: none"> <li>Control the wastewater treatment process to remove BOD and suspended solids.</li> </ul>		Meet regulatory requirements for BOD and suspended solids removal 100% of time.			
Nitrogen Removal	<ul style="list-style-type: none"> <li>Remove a minimum of 365,000 pounds of nitrogen per year.</li> </ul>		Meet regulatory requirements and sell at least \$550,000 worth of excess nitrogen credits			
<u>Job Title</u>	<u>Pos 10/11</u>	<u>Pos 11/12</u>	<u>FY 10/11 Budget Salary</u>	<u>FY 11/12 Budget Salary</u>	<u>Budget Salary \$ Increase</u>	<u>Budget Salary % Increase</u>
Plant Operator III - WPCA	0	1	\$0	\$62,911	\$62,911	100.00%
Plant Operator I - WPCA	1	1	\$50,614	\$52,727	\$2,113	4.18%
Plant Operator II - WPCA	2	2	\$124,967	\$127,467	\$2,499	2.00%
Plant Operator-WPCA 40	2	2	\$120,594	\$122,980	\$2,386	1.98%
Shift Foreman- WPCA	5	5	\$346,689	\$353,687	\$6,998	2.02%
	<b>10</b>	<b>11</b>	<b>\$642,864</b>	<b>\$719,771</b>	<b>\$76,908</b>	<b>11.96%</b>

*Plant Operator III position added. All other positions increases due to contractual wage increases.*

## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority

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

**Dept/Div:** 0241 Process

**Activity:** 2411 Process Control

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424111100	Salaries	530,439	642,864	642,864	564,055	719,771	<b>719,771</b>	155,716	719,771	734,166
33424111301	Overtime	220,959	150,000	150,000	153,721	150,000	<b>150,000</b>	-3,721	150,000	153,000
33424111901	Differential	32,368	36,000	36,000	31,616	36,000	<b>36,000</b>	4,384	36,000	36,720
33424115102	Diesel Fuel	4,936	14,500	14,500	14,500	14,500	<b>14,500</b>	0	14,500	14,718
33424116204	Electric - Utility	2,189,549	2,290,000	2,290,000	1,945,536	2,290,000	<b>2,290,000</b>	344,464	2,290,000	2,324,350
33424116507	Processing Chemicals	334,683	310,951	360,951	455,235	450,000	<b>450,000</b>	-5,235	450,000	456,750
33424116901	Protective Clothing	7,826	6,300	6,300	6,300	6,300	<b>6,300</b>	0	6,300	6,395
<b><i>Process Control Total</i></b>		<b>3,320,759</b>	<b>3,450,615</b>	<b>3,500,615</b>	<b>3,170,963</b>	<b>3,666,571</b>	<b>3,666,571</b>	<b>495,608</b>	<b>3,666,571</b>	<b>3,726,099</b>

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## ***Department Summary***

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***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 clients 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 other city entities, communities and clients.

### ***Program: Laboratory***

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

<b><u><i>Activity Name</i></u></b>	<b><u><i>Service Output (Fiscal 2010)</i></u></b>	<b><u><i>Service Quality</i></u></b>
Process Data	<ul style="list-style-type: none"><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 style="list-style-type: none"><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.

<b><u><i>Activity Name</i></u></b>	<b><u><i>Service Output (Fiscal 2010)</i></u></b>	<b><u><i>Service Quality</i></u></b>
Safety Training	<ul style="list-style-type: none"><li>• Provide OSHA required training</li></ul>	Meet all OSHA training requirements
OSHA Compliance	<ul style="list-style-type: none"><li>• Review all activities and compliance requirements.</li></ul>	Ensure 100% compliance with OSHA reporting and safety equipment requirements.

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## Department Summary

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**Bur/Offc:** 204 **Operations: Water Pollution Control**  
**Dept/Div:** 0241 **Process**  
**Activity:** 2412 **Laboratories**

<i>Job Title</i>	<i>Pos 10/11</i>	<i>Pos 11/12</i>	<i>FY 10/11 Budget Salary</i>	<i>FY 11/12 Budget Salary</i>	<i>Budget Salary \$ Increase</i>	<i>Budget Salary % Increase</i>
Asst Chemist	1	1	\$81,187	\$82,799	\$1,613	1.99%
Lab Tech-WPCA	3	3	\$216,772	\$218,825	\$2,053	0.95%
Laboratory Director-WPCA	1	1	\$96,731	\$98,666	\$1,935	2.00%
	<b>5</b>	<b>5</b>	<b>\$394,690</b>	<b>\$400,290</b>	<b>\$5,600</b>	<b>1.42%</b>

*Asst Chemist & Laboratory Director increase due to contractual wage increase. Lab Tech increase due to 1 step increase.*

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## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0241 Process  
**Activity:** 2412 Laboratories

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424121100	Salaries	379,813	394,690	394,690	394,289	400,290	<b>400,290</b>	6,001	400,290	408,296
33424121301	Overtime	6,961	7,058	7,058	142	7,058	<b>7,058</b>	6,916	7,058	7,199
33424123601	Contracted Services	22,779	24,400	24,400	21,340	24,400	<b>24,400</b>	3,060	24,400	24,766
33424126100	Office Supplies & Expenses	3,177	3,500	3,500	2,780	3,500	<b>3,500</b>	720	3,500	3,553
33424126901	Protective Clothing	724	1,635	1,635	1,635	1,635	<b>1,635</b>	0	1,635	1,660
33424126906	Laboratory Supplies	28,366	29,900	29,900	26,990	29,900	<b>29,900</b>	2,910	29,900	30,349
33424128909	OSHA Safety Requirement	9,987	10,000	10,000	9,952	10,000	<b>10,000</b>	48	10,000	10,150
<b><i>Laboratories Total</i></b>		<b>451,808</b>	<b>471,183</b>	<b>471,183</b>	<b>457,128</b>	<b>476,783</b>	<b>476,783</b>	<b>19,655</b>	<b>476,783</b>	<b>485,973</b>

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## Department Summary

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

**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.

<u>Activity Name</u>	<u>Service Output (Fiscal 2010)</u>				<u>Service Quality</u>	
Solids Removal	<ul style="list-style-type: none"> <li>Solids thickening and dewatering. Drying and Pelletizing.</li> </ul>				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.	
<u>Job Title</u>	<u>Pos 10/11</u>	<u>Pos 11/12</u>	<u>FY 10/11 Budget Salary</u>	<u>FY 11/12 Budget Salary</u>	<u>Budget Salary \$ Increase</u>	<u>Budget Salary % Increase</u>
Oper-In-Trng (WPCB) 40	0	2	\$0	\$106,221	\$106,221	100.00%
Plant Operator I - WPCA	2	1	\$100,960	\$52,688	(\$48,272)	-47.81%
Plant Operator II - WPCA	1	1	\$63,134	\$64,383	\$1,250	1.98%
Plant Operator-WPCA 40	1	0	\$60,197	\$0	(\$60,197)	-100.00%
Utility Worker	1	1	\$46,957	\$46,989	\$33	0.07%
	<b>5</b>	<b>5</b>	<b>\$271,248</b>	<b>\$270,282</b>	<b>(\$966)</b>	<b>-0.36%</b>

Plant Operator position replaced with Plant Operator II position. Plant Op II increase due to contractual wage increase.

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## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0241 Process  
**Activity:** 2413 Sludge Processing and Disposal

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424131100	Salaries	197,747	271,248	271,248	239,072	270,282	<b>270,282</b>	31,210	270,282	275,688
33424131301	Overtime	36,160	21,413	21,413	29,303	21,413	<b>21,413</b>	-7,890	21,413	21,841
33424131901	Differential	6,683	6,095	6,095	8,790	6,095	<b>6,095</b>	-2,695	6,095	6,217
33424133601	Contracted Services	1,506,964	1,560,000	1,560,000	1,767,155	1,583,400	<b>1,583,400</b>	-183,755	1,583,400	1,607,151
33424135905	Haulaway Sludge	89,836	85,000	85,000	61,200	85,000	<b>85,000</b>	23,800	85,000	86,275
33424136205	Natural Gas - Utility	500,000	350,000	350,000	350,000	350,000	<b>350,000</b>	0	350,000	355,250
33424136901	Protective Clothing	0	1,969	1,969	1,259	1,969	<b>1,969</b>	710	1,969	1,999
<b><i>Sludge Processing and Disposal Total</i></b>		<b>2,337,390</b>	<b>2,295,725</b>	<b>2,295,725</b>	<b>2,456,779</b>	<b>2,318,159</b>	<b>2,318,159</b>	<b>-138,620</b>	<b>2,318,159</b>	<b>2,354,421</b>



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## Department Summary

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**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 and the Fats, Oils and Grease (FOG) program. This effort will help to protect the water quality in all Stamford's rivers and streams and Long Island Sound and ensure no sanitary sewer overflows due to grease in the sewer lines.

### 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.

<u>Activity Name</u>	<u>Service Output (Fiscal 2010)</u>				<u>Service Quality</u>	
Sampling and Testing	<ul style="list-style-type: none"> <li>• Collect samples as required</li> <li>• Test samples</li> <li>• Report</li> <li>• Coordinate activity of other City Departments</li> </ul>				<p>Sampling done in accordance with requirements set forth in the permit, under the correct rainfall conditions and with chain of custody controls..</p> <p>Testing done accurately, following all testing protocols and quality control and quality assurance plan.</p> <p>Report all data to State DEP on the designated schedule.</p> <p>Require quarterly reports from all departments with stormwater acitivities</p>	
<u>Job Title</u>	<u>Pos 10/11</u>	<u>Pos 11/12</u>	<u>FY 10/11 Budget Salary</u>	<u>FY 11/12 Budget Salary</u>	<u>Budget Salary \$ Increase</u>	<u>Budget Salary % Increase</u>
Regulatory Compliance Officer	1	1	\$69,887	\$74,534	\$4,646	6.65%
	<b>1</b>	<b>1</b>	<b>\$69,887</b>	<b>\$74,534</b>	<b>\$4,646</b>	<b>6.65%</b>

*Regulatory Compliance Officer increase due to contractual step and wage increase.*

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## Fiscal Year 2011/2012 Mayor's Proposed Operating Budget

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0241 Process  
**Activity:** 2414 Stormwater Mgmt

<i>Ref Number</i>	<i>Account Title</i>	<i>FY 09/10 Actual</i>	<i>FY 10/11 Original Budget</i>	<i>FY 10/11 Revised Budget</i>	<i>FY 10/11 Projected Exp &amp; Enc</i>	<i>FY 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>Mayor Vs Projected</i>	<i>FY 12/13 Estimate</i>	<i>FY 13/14 Estimate</i>
33424141100	Salaries	25,652	69,887	69,887	69,887	74,534	<b>74,534</b>	4,647	74,534	76,025
33424141301	Overtime	0	3,500	3,500	0	3,500	<b>3,500</b>	3,500	3,500	3,570
33424143601	Contracted Services	14,416	25,000	25,000	11,117	25,000	<b>25,000</b>	13,883	25,000	25,375
33424146110	Materials & Supplies	6,635	10,000	10,000	8,600	10,000	<b>10,000</b>	1,400	10,000	10,150
<b>Stormwater Mgmt Total</b>		<b>46,703</b>	<b>108,387</b>	<b>108,387</b>	<b>89,604</b>	<b>113,034</b>	<b>113,034</b>	<b>23,430</b>	<b>113,034</b>	<b>115,120</b>

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## ***Department Summary***

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***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 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.

<b><u><i>Activity Name</i></u></b>	<b><u><i>Service Output (Fiscal 2010)</i></u></b>	<b><u><i>Service Quality</i></u></b>
Exterior and interior painting	<ul style="list-style-type: none"> <li>• Paint exterior metal work</li> </ul>	Paint all exterior gate operators annually or as needed.
Building and tank Repairs	<ul style="list-style-type: none"> <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	<ul style="list-style-type: none"> <li>• Paint interior of buildings or structures.</li> </ul>	Inspect interior paint and repaint as necessary annually.

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## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0242 Maintenance  
**Activity:** 2421 Building Maintenance

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424211203	Seasonal	15,335	15,500	15,500	15,213	15,500	<b>15,500</b>	287	15,500	15,810
33424216205	Natural Gas - Utility	145,000	150,000	150,000	140,000	150,000	<b>150,000</b>	10,000	150,000	152,250
33424216604	Grounds Maintenance	534	3,950	3,950	2,483	3,950	<b>3,950</b>	1,467	3,950	4,009
33424216607	Facilities Maintenance - STP	45,293	40,000	40,000	31,260	40,000	<b>40,000</b>	8,740	40,000	40,600
<b><i>Building Maintenance Total</i></b>		206,162	209,450	209,450	188,956	209,450	<b>209,450</b>	20,494	209,450	212,669

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## Department Summary

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**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 to ensure all treatment capability is available at all times.

### 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.

<u>Activity Name</u>	<u>Service Output (Fiscal 2010)</u>		<u>Service Quality</u>			
Maintain Process Equipment	• 100% wastewater pumps repaired and lubricated.		95% of continuous operation in hours of equipment serviced			
Maintain Solids Processing Equipment	• 100% solids processing equipment lubricated weekly.		99% continuous operation annually			
<u>Job Title</u>	<u>Pos 10/11</u>	<u>Pos 11/12</u>	<u>FY 10/11 Budget Salary</u>	<u>FY 11/12 Budget Salary</u>	<u>Budget Salary \$ Increase</u>	<u>Budget Salary % Increase</u>
Maintenance Mechanic 40	2	2	\$119,844	\$122,230	\$2,386	1.99%
Master Mech-Water Poll Control	1	1	\$67,557	\$69,001	\$1,444	2.14%
Mt II-Electrician/UAW 35	1	1	\$73,317	\$73,417	\$100	0.14%
	<b>4</b>	<b>4</b>	<b>\$260,718</b>	<b>\$264,648</b>	<b>\$3,930</b>	<b>1.51%</b>

Maintenance Mechanic's increase due to contractual wage increase. Master Mechanic increase due to contractual wage increase plus increase in longevity. Electrician increase due to increase in longevity.

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## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0242 Maintenance  
**Activity:** 2422 Equipment Maintenance

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424221100	Salaries	184,929	260,718	260,718	223,844	264,648	<b>264,648</b>	40,804	264,648	269,941
33424221301	Overtime	20,755	16,000	16,000	14,808	16,000	<b>16,000</b>	1,192	16,000	16,320
33424221902	Stand-By Time	12,664	12,549	12,549	11,493	12,549	<b>12,549</b>	1,056	12,549	12,800
33424226605	Equipment Maintenance	338,103	350,000	350,000	412,000	350,000	<b>350,000</b>	-62,000	350,000	355,250
33424226901	Protective Clothing	1,896	2,000	2,000	1,623	2,000	<b>2,000</b>	377	2,000	2,030
<b><i>Equipment Maintenance Total</i></b>		<b>558,347</b>	<b>641,267</b>	<b>641,267</b>	<b>663,768</b>	<b>645,197</b>	<b>645,197</b>	<b>-18,571</b>	<b>645,197</b>	<b>656,341</b>

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## Department Summary

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**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 ensure that the twenty two sanitary 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.

<u>Activity Name</u>	<u>Service Output (Fiscal 2010)</u>		<u>Service Quality</u>			
Maintain Pumping Stations	<ul style="list-style-type: none"> <li>Respond to all alarms.</li> <li>Maintain grounds at all pumping stations.</li> <li>Maintain pumps at 22 sanitary pumping stations.</li> </ul>		<ul style="list-style-type: none"> <li>Respond within 30 minutes of any pumping station alarms 100% of time.</li> <li>No complaints from public on appearance of stations.</li> <li>All stations working 100% of time</li> </ul>			
<u>Job Title</u>	<u>Pos 10/11</u>	<u>Pos 11/12</u>	<u>FY 10/11 Budget Salary</u>	<u>FY 11/12 Budget Salary</u>	<u>Budget Salary \$ Increase</u>	<u>Budget Salary % Increase</u>
Maintenance Mechanic 40	3	3	\$180,041	\$183,719	\$3,679	2.04%
Mt II-Electrician/UAW 35	1	1	\$64,547	\$66,362	\$1,816	2.81%
	<b>4</b>	<b>4</b>	<b>\$244,587</b>	<b>\$250,082</b>	<b>\$5,495</b>	<b>2.25%</b>

Maintenance Mechanic's increase due to contractual wage increase. Electrician increase due to step increase.

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## Fiscal Year 2011/2012 Mayor's Proposed Operating Budget

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0242 Maintenance  
**Activity:** 2423 Pump Station Maintenance

<i>Ref Number</i>	<i>Account Title</i>	<i>FY 09/10 Actual</i>	<i>FY 10/11 Original Budget</i>	<i>FY 10/11 Revised Budget</i>	<i>FY 10/11 Projected Exp &amp; Enc</i>	<i>FY 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>Mayor Vs Projected</i>	<i>FY 12/13 Estimate</i>	<i>FY 13/14 Estimate</i>
33424231100	Salaries	237,241	244,587	244,587	244,139	250,082	<b>250,082</b>	5,943	250,082	255,084
33424231301	Overtime	23,376	20,500	20,500	20,396	20,500	<b>20,500</b>	104	20,500	20,910
33424231902	Stand-By Time	17,220	13,500	13,500	16,714	13,500	<b>13,500</b>	-3,214	13,500	13,770
33424235102	Diesel Fuel	3,688	4,000	4,000	4,000	4,000	<b>4,000</b>	0	4,000	4,060
33424235301	Telephone	5,522	4,500	4,500	6,755	4,500	<b>4,500</b>	-2,255	4,500	4,568
33424236202	Water	6,700	6,400	6,400	6,732	6,400	<b>6,400</b>	-332	6,400	6,496
33424236203	Fuel Oil	0	1,500	1,500	1,500	1,500	<b>1,500</b>	0	1,500	1,523
33424236204	Electric - Utility	152,000	190,000	123,000	165,818	180,000	<b>180,000</b>	14,182	180,000	182,700
33424236205	Natural Gas - Utility	0	3,500	3,500	3,500	3,500	<b>3,500</b>	0	3,500	3,553
33424236605	Equipment Maintenance	48,400	60,000	60,000	54,842	60,000	<b>60,000</b>	5,158	60,000	60,900
33424236607	Facilities Maintenance - STP	28,146	30,000	30,000	25,500	30,000	<b>30,000</b>	4,500	30,000	30,450
33424236901	Protective Clothing	112	900	900	420	900	<b>900</b>	480	900	914
<b><i>Pump Station Maintenance Total</i></b>		<b>522,405</b>	<b>579,387</b>	<b>512,387</b>	<b>550,316</b>	<b>574,882</b>	<b>574,882</b>	<b>24,566</b>	<b>574,882</b>	<b>584,928</b>



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## Department Summary

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**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.

<u>Activity Name</u>	<u>Service Output (Fiscal 2010)</u>		<u>Service Quality</u>			
Sanitary Sewers Cleaned	• Clean sanitary sewers.		Clean at least 10 % of the sanitary sewer system annually.			
Response	• Minimize response time.		Ensure that all complaints are responded to within 30 minutes of notification.			
<u>Job Title</u>	<u>Pos</u> <u>10/11</u>	<u>Pos</u> <u>11/12</u>	<u>FY 10/11</u> <u>Budget</u> <u>Salary</u>	<u>FY 11/12</u> <u>Budget</u> <u>Salary</u>	<u>Budget</u> <u>Salary</u> <u>\$ Increase</u>	<u>Budget</u> <u>Salary</u> <u>% Increase</u>
Maintenance Mechanic 40	2	2	\$119,644	\$122,130	\$2,486	2.08%
	<b>2</b>	<b>2</b>	<b>\$119,644</b>	<b>\$122,130</b>	<b>\$2,486</b>	<b>2.08%</b>

*Maintenance Mechanic increase due to contractual wage increase plus increase in longevity.*

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## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority

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

**Dept/Div:** 0242 Maintenance

**Activity:** 2424 Sanitary Sewer Maintenance

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424241100	Salaries	117,198	119,644	119,644	119,644	122,130	<b>122,130</b>	2,486	122,130	124,573
33424241301	Overtime	12,007	25,000	25,000	10,901	15,000	<b>15,000</b>	4,099	15,000	15,300
33424241902	Stand-By Time	6,405	10,000	10,000	7,792	10,000	<b>10,000</b>	2,208	10,000	10,200
33424246605	Equipment Maintenance	5,148	8,079	8,079	10,806	8,079	<b>8,079</b>	-2,727	8,079	8,200
33424246607	Facilities Maintenance - STP	24,593	35,000	17,000	15,405	75,000	<b>75,000</b>	59,595	75,000	76,125
33424246901	Protective Clothing	102	745	745	474	745	<b>745</b>	271	745	756
<b><i>Sanitary Sewer Maintenance Total</i></b>		<b>165,455</b>	<b>198,468</b>	<b>180,468</b>	<b>165,022</b>	<b>230,954</b>	<b>230,954</b>	<b>65,932</b>	<b>230,954</b>	<b>235,154</b>

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## ***Department Summary***

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***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 and to maintain dikes and levees as required by the US Army Corps of Engineers.

### **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.

<b><u>Activity Name</u></b>	<b><u>Service Output (Fiscal 2010)</u></b>	<b><u>Service Quality</u></b>
Equipment Maintenance	<ul style="list-style-type: none"> <li>• Maintain all pumping equipment, gates and valves.</li> </ul>	All pumps available as needed. Excellent inspection report by Army Corps of Engineers. No flooding complaints.
Grounds Maintenance	<ul style="list-style-type: none"> <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.

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## ***Fiscal Year 2011/2012 Mayor's Proposed Operating Budget***

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0242 Maintenance  
**Activity:** 2425 Hurricane Barrier Maintenance

<b><i>Ref Number</i></b>	<b><i>Account Title</i></b>	<b><i>FY 09/10 Actual</i></b>	<b><i>FY 10/11 Original Budget</i></b>	<b><i>FY 10/11 Revised Budget</i></b>	<b><i>FY 10/11 Projected Exp &amp; Enc</i></b>	<b><i>FY 11/12 Department Request</i></b>	<b><i>FY 11/12 Mayor's Request</i></b>	<b><i>Mayor Vs Projected</i></b>	<b><i>FY 12/13 Estimate</i></b>	<b><i>FY 13/14 Estimate</i></b>
33424256204	Electric - Utility	92,000	150,000	150,000	150,000	150,000	<b>150,000</b>	0	150,000	152,250
33424256205	Natural Gas - Utility	5,268	7,000	7,000	5,000	7,000	<b>7,000</b>	2,000	7,000	7,105
33424256605	Equipment Maintenance	16,070	40,000	40,000	16,820	40,000	<b>40,000</b>	23,180	40,000	40,600
33424256607	Facilities Maintenance - STP	17,115	16,200	16,200	16,200	16,200	<b>16,200</b>	0	16,200	16,443
<b><i>Hurricane Barrier Maintenance Total</i></b>		<b>130,453</b>	<b>213,200</b>	<b>213,200</b>	<b>188,020</b>	<b>213,200</b>	<b>213,200</b>	<b>25,180</b>	<b>213,200</b>	<b>216,398</b>

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## *Department Summary*

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*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.

<i>Job Title</i>	<i>Pos 10/11</i>	<i>Pos 11/12</i>	<i>FY 10/11 Budget Salary</i>	<i>FY 11/12 Budget Salary</i>	<i>Budget Salary \$ Increase</i>	<i>Budget Salary % Increase</i>
Account Analyst - WPCA	1	0	\$73,189	\$0	(\$73,189)	-100.00%
Account Clerk II	1	0	\$41,851	\$0	(\$41,851)	-100.00%
CHARGEBACK from Revenue Services	0	0	\$35,960	\$0	(\$35,960)	-100.00%
CHARGEBACK from Tax Administration	0	0	\$7,336	\$0	(\$7,336)	-100.00%
Delinquent Acct Processor-WPCA	1	0	\$53,548	\$0	(\$53,548)	-100.00%
	<b>3</b>	<b>0</b>	<b>\$211,884</b>	<b>\$0</b>	<b>(\$211,884)</b>	<b>-100.00%</b>

*The WPCA Board voted unanimously at a special meeting on January 21, 2011 to outsource its Billing Services, which decreases the total number of in-house employees in the Billing Dept.*

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## Fiscal Year 2011/2012 Mayor's Proposed Operating Budget

**Fund:** 0033 Water Pollution Control Authority  
**Bur/Office:** 204 Operations: Water Pollution Control  
**Dept/Div:** 0243 Billing Services  
**Activity:** 2430 Billing Services

<i>Ref Number</i>	<i>Account Title</i>	<i>FY 09/10 Actual</i>	<i>FY 10/11 Original Budget</i>	<i>FY 10/11 Revised Budget</i>	<i>FY 10/11 Projected Exp &amp; Enc</i>	<i>FY 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>Mayor Vs Projected</i>	<i>FY 12/13 Estimate</i>	<i>FY 13/14 Estimate</i>
33424301100	Salaries	182,367	211,884	211,884	220,848	0	0	-220,848	0	0
33424301203	Seasonal	21,820	2,500	2,500	700	0	0	-700	0	0
33424301301	Overtime	3,191	4,000	4,000	11,000	0	0	-11,000	0	0
33424302100	Medical & Life	32,693	35,962	35,962	35,962	0	0	-35,962	0	0
33424302200	Social Security	17,855	16,706	16,706	16,706	0	0	-16,706	0	0
33424303202	Conferences & Training	0	1,000	1,000	0	0	0	0	0	0
33424303307	Meter Readings	0	0	0	16,340	22,300	22,300	5,960	22,300	22,300
33424303601	Contracted Services	55,276	41,000	41,000	129,477	327,834	327,834	198,357	327,834	327,834
33424305301	Telephone	0	1,600	1,600	800	0	0	-800	0	0
33424305405	Postage	20,505	16,000	16,000	16,000	18,000	18,000	2,000	18,000	18,000
33424305500	Copying & Printing	4,609	1,500	1,500	1,500	0	0	-1,500	0	0
33424306100	Office Supplies & Expenses	0	500	500	0	0	0	0	0	0
33424306610	Software Maintenance	0	15,275	15,275	0	0	0	0	0	0
<b>Billing Services Total</b>		<b>338,316</b>	<b>347,927</b>	<b>347,927</b>	<b>449,333</b>	<b>368,134</b>	<b>368,134</b>	<b>-81,199</b>	<b>368,134</b>	<b>368,134</b>

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## *Fiscal Year 2011/2012 Mayor's Proposed Operating Budget*

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	<i>FY 09/10 Actual</i>	<i>FY 10/11 Original Budget</i>	<i>FY 10/11 Revised Budget</i>	<i>FY 10/11 Projected Exp &amp; Enc</i>	<i>FY 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>Mayor Vs Projected</i>	<i>FY 11/12 Estimate</i>	<i>FY 13/14 Estimate</i>
<i>Water Pollution Control Authority Total</i>	22,739,284	21,628,582	21,628,582	21,340,721	22,784,225	<b>22,784,225</b>	1,443,504	22,873,144	23,179,012