

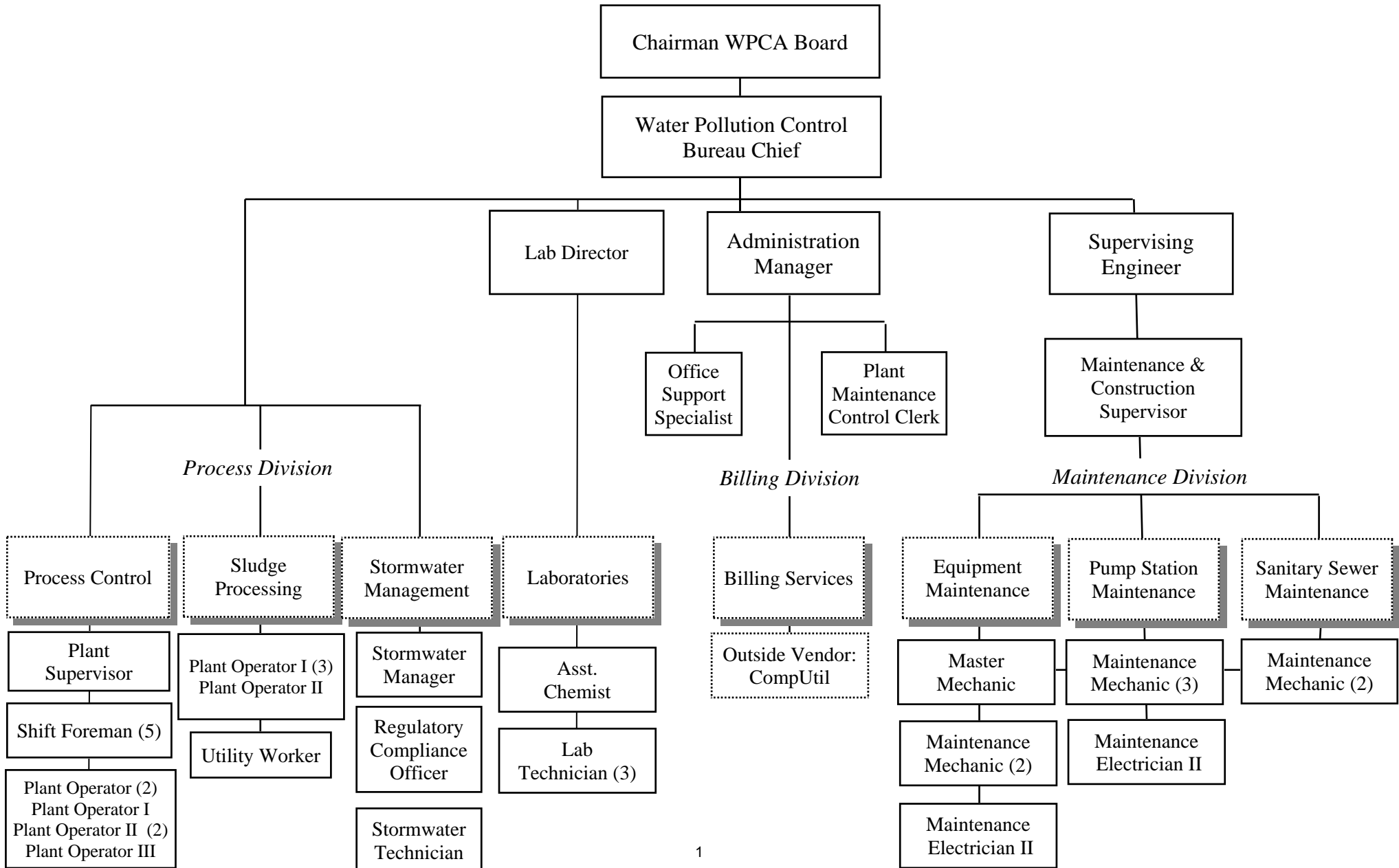
Stamford Water Pollution Control Authority

Board of Representatives
Adopted Operating Budget



Fiscal Year 2011-2012

City of Stamford Office of Operations Water Pollution Control Authority



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

Revenue	FY 2010-11 Original Budget	FY 2010-11 Revised Budget	FY 2011-12 Dept Request	FY 2011-12 Adopted Budget	Variance from Original	Percent Change
Interest Income	95,000	95,000	60,000	60,000	(35,000)	-36.8%
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	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	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	17,014,308	1,238,526	7.9%
Sewer Use Fees - Lien Fees	90,000	90,000	90,000	90,000	-	0.0%
Sewer Use Fees - Interest	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%
Total Revenue	\$ 20,795,289	\$ 20,795,289	\$ 22,784,225	\$ 22,744,225	\$ 1,548,936	9.4%
Operating Expenses						
*WPCA Administration (less: interest & depreciation exp)	3,051,581	3,174,063	3,662,517	3,622,517	570,936	18.7%
Process Control	3,450,615	3,323,626	3,666,571	3,666,571	215,956	6.3%
Laboratories	471,183	463,312	476,783	476,783	5,600	1.2%
Sludge Processing	2,295,725	2,387,944	2,318,159	2,318,159	22,434	1.0%
Stormwater Management	108,387	100,548	113,034	113,034	4,647	4.3%
Building Maintenance	209,450	209,558	209,450	209,450	-	0.0%
Equipment Maintenance	641,267	776,538	645,197	645,197	3,930	0.6%
Pump Station Maintenance	579,387	536,519	574,882	574,882	(4,505)	-0.8%
Sanitary Sewer Maintenance	198,468	172,774	230,954	230,954	32,486	16.4%
Hurricane Barrier Maintenance	213,200	143,383	213,200	213,200	-	0.0%
Billing Services	347,927	483,831	368,134	368,134	20,207	5.8%
Total Operating Expenses*	\$ 11,567,190	\$ 11,772,097	\$ 12,478,881	\$ 12,438,881	\$ 871,691	7.5%
Net Revenues Available for Debt Service	\$ 9,228,099	\$ 9,023,192	\$ 10,305,344	\$ 10,305,344	\$ 1,077,245	11.7%
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%
Senior Lien Debt Service Coverage	1.35	1.32	1.51	1.51	\$ (4,114)	11.7%
GO Debt Service (Principal & Interest)	1,956,923	1,956,923	1,743,582	1,743,582	(213,341)	-10.9%
Projected 2009 GO Bond Issue	446,765	446,765	858,653	858,653	411,888	92.2%
Total Debt Service Coverage	1.00	0.98	1.09	1.09	\$ (213,341)	9.4%

*FY11/12 Total Operating Expenses do not include Interest & Depreciation Expense (\$10,305,344).

Fiscal Year 2011/2012 Activity Summary Report

<i>Fund: 0033 Water Pollution Control Authority</i>			<i>FY 10/11</i>	<i>FY 10/11</i>	<i>FY 11/12</i>	<i>FY 11/12</i>	<i>FY 11/12</i>	<i>FY 11/12</i>
<i>Bur/Offc: 204 Operations: Water Pollution Control</i>		<i>FY 09/10</i>	<i>Original</i>	<i>Revised</i>	<i>Department</i>	<i>Mayor's</i>	<i>Finance</i>	<i>Board of</i>
		<i>Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Request</i>	<i>Request</i>	<i>Board</i>	<i>Reps</i>
<i>Dept/Div: 0240 Water Pollution Control Admin.</i>								
2400	Water Pollution Control Admin.	14,661,485	13,112,973	12,790,549	13,967,861	13,967,861	13,967,861	13,927,861
Water Pollution Control Admin. Total		14,661,485	13,112,973	12,790,549	13,967,861	13,967,861	13,967,861	13,927,861
<i>Dept/Div: 0241 Process</i>								
2411	Process Control	3,320,759	3,450,615	3,563,626	3,666,571	3,666,571	3,666,571	3,666,571
2412	Laboratories	451,808	471,183	463,312	476,783	476,783	476,783	476,783
2413	Sludge Processing and Disposal	2,337,390	2,295,725	2,387,944	2,318,159	2,318,159	2,318,159	2,318,159
2414	Stormwater Mgmt	46,703	108,387	100,548	113,034	113,034	113,034	113,034
Process Total		6,156,661	6,325,910	6,515,430	6,574,547	6,574,547	6,574,547	6,574,547
<i>Dept/Div: 0242 Maintenance</i>								
2421	Building Maintenance	206,162	209,450	209,558	209,450	209,450	209,450	209,450
2422	Equipment Maintenance	558,347	641,267	776,538	645,197	645,197	645,197	645,197
2423	Pump Station Maintenance	522,405	579,387	536,519	574,882	574,882	574,882	574,882
2424	Sanitary Sewer Maintenance	165,455	198,468	172,774	230,954	230,954	230,954	230,954
2425	Hurricane Barrier Maintenance	130,453	213,200	143,383	213,200	213,200	213,200	213,200
Maintenance Total		1,582,822	1,841,772	1,838,772	1,873,683	1,873,683	1,873,683	1,873,683
<i>Dept/Div: 0243 Billing Services</i>								
2430	Billing Services	338,316	347,927	483,831	368,134	368,134	368,134	368,134
Billing Services Total		338,316	347,927	483,831	368,134	368,134	368,134	368,134
Operations: Water Pollution Control Total		22,739,284	21,628,582	21,628,582	22,784,225	22,784,225	22,784,225	22,744,225

Department Summary

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.

<i>Activity Name</i>	<i>Service Output (Fiscal 2010)</i>	<i>Service Quality</i>
Provide Financial Oversight	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Compliance with DEP and EPA regulations 	100% compliance with all government regulations
Administration	<ul style="list-style-type: none"> • Ensure budgetary control. 	Not exceeding total annual budget.
Personnel Management	<ul style="list-style-type: none"> • Personnel and union issues 	Ensure all personnel and union issues are resolved at WPCA level.

Department Summary

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%
	7	7	\$603,439	\$637,042	\$33,603	5.57%

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.

Fiscal Year 2011/2012 Board of Representatives 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424001100	Salaries	516,756	603,439	558,859	637,042	637,042	637,042	637,042
33424001201	Part-Time	9,168	14,000	14,000	14,000	14,000	14,000	14,000
33424001202	Permanent Part-time	45,771	46,045	49,122	46,045	46,045	46,045	46,045
33424001203	Seasonal	1,544	6,500	6,500	6,500	6,500	6,500	6,500
33424001301	Overtime	9,568	9,150	9,150	5,000	5,000	5,000	5,000
33424002100	Medical & Life	643,426	759,507	759,507	789,265	789,265	789,265	789,265
33424002101	Compensated Absences	15,548	11,354	11,354	16,000	16,000	16,000	16,000
33424002200	Social Security	230,966	231,022	231,022	240,014	240,014	240,014	240,014
33424002302	Classified Pension Fund	0	114,813	114,813	284,000	284,000	284,000	284,000
33424002400	College Tuition	550	1,000	0	1,000	1,000	1,000	1,000
33424002406	Contribution to OPEB	60,723	75,121	75,121	198,000	198,000	198,000	158,000
33424002500	Unemployment Compensation	4,794	2,548	2,548	15,216	15,216	15,216	15,216
33424003006	Legal Expenses	20,000	20,000	421,209	75,000	75,000	75,000	75,000
33424003202	Conferences & Training	5,120	8,000	8,000	8,000	8,000	8,000	8,000
33424003401	Central Service Cost Allocation	318,487	206,458	206,458	209,555	209,555	209,555	209,555
33424003601	Contracted Services	113,516	65,500	65,140	65,500	65,500	65,500	65,500
33424003613	Contracted Services-Finance	92,500	72,500	72,500	72,500	72,500	72,500	72,500
33424005101	Gasoline	12,459	15,000	16,846	18,000	18,000	18,000	18,000
33424005240	Payments to Insurance Fund	340,712	327,954	327,954	318,665	318,665	318,665	318,665
33424005301	Telephone	38,762	30,000	40,000	40,000	40,000	40,000	40,000
33424005405	Postage	1,962	1,000	2,000	1,000	1,000	1,000	1,000

Fiscal Year 2011/2012 Board of Representatives 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424005500	Copying & Printing	257	3,000	3,280	3,000	3,000	3,000	3,000
33424006100	Office Supplies & Expenses	16,987	13,000	13,000	15,000	15,000	15,000	15,000
33424006202	Water	39,042	25,000	52,360	50,000	50,000	50,000	50,000
33424006601	Vehicle Maintenance	12,131	20,000	18,000	20,000	20,000	20,000	20,000
33424006710	Non Capital Computer Equipment	8,802	11,215	11,215	11,215	11,215	11,215	11,215
33424006801	Laundry	14,000	12,000	20,000	21,000	21,000	21,000	21,000
33424008100	Dues & Fees	19,390	14,000	4,000	15,000	15,000	15,000	15,000
33424008233	Non Bond Interest Expenditure	8,009	10,000	10,000	10,000	10,000	10,000	10,000
33424008302	Interest Expense	3,394,774	3,461,392	3,561,512	3,305,344	3,305,344	3,305,344	3,305,344
33424008303	Depreciation Expense	6,288,177	6,600,000	6,294,973	7,000,000	7,000,000	7,000,000	7,000,000
33424008304	Bonded Debt - Expenses	7,015	0	0	0	0	0	0
33424008305	Amortization Costs	125,994	0	25,650	0	0	0	0
33424008306	Cost of Issuance	0	12,000	12,000	12,000	12,000	12,000	12,000
33424008400	Misc Contingency/Expense	0	200,000	0	325,000	325,000	325,000	325,000
33424008402	Utility Rate Contingency	0	100,000	0	100,000	100,000	100,000	100,000
33424008839	Administrative Expenses	18,407	10,455	12,455	20,000	20,000	20,000	20,000
33424008841	Impairment of Assets	2,226,167	0	0	0	0	0	0
Water Pollution Control Admin. Total		14,661,485	13,112,973	13,030,549	13,967,861	13,967,861	13,967,861	13,927,861

Department Summary

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"> Control the wastewater treatment process to remove BOD and suspended solids. 		Meet regulatory requirements for BOD and suspended solids removal 100% of time.			
Nitrogen Removal	<ul style="list-style-type: none"> Remove a minimum of 365,000 pounds of nitrogen per year. 		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%
	10	11	\$642,864	\$719,771	\$76,908	11.96%

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

Fiscal Year 2011/2012 Board of Representatives Operating Budget

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2411 Process Control

<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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424111100	Salaries	530,439	642,864	542,864	719,771	719,771	719,771	719,771
33424111301	Overtime	220,959	150,000	155,011	150,000	150,000	150,000	150,000
33424111901	Differential	32,368	36,000	36,000	36,000	36,000	36,000	36,000
33424115102	Diesel Fuel	4,936	14,500	2,500	14,500	14,500	14,500	14,500
33424116204	Electric - Utility	2,189,549	2,290,000	2,120,000	2,290,000	2,290,000	2,290,000	2,290,000
33424116507	Processing Chemicals	334,683	310,951	460,951	450,000	450,000	450,000	450,000
33424116901	Protective Clothing	7,826	6,300	6,300	6,300	6,300	6,300	6,300
Process Control Total		3,320,759	3,450,615	3,323,626	3,666,571	3,666,571	3,666,571	3,666,571

Department Summary

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.

<i>Activity Name</i>	<i>Service Output (Fiscal 2010)</i>	<i>Service Quality</i>
Process Data	<ul style="list-style-type: none"> • Produce data necessary for process control on time and accurately. 	QA/QC on all analytical procedures. Results available on schedule 100% of time.
Quality Control	<ul style="list-style-type: none"> • Accurate and reproducible analysis for all parameters. 	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.

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

Department Summary

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%
	5	5	\$394,690	\$400,290	\$5,600	1.42%

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

Fiscal Year 2011/2012 Board of Representatives Operating Budget

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0241 Process

Activity: 2412 Laboratories

<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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424121100	Salaries	379,813	394,690	394,819	400,290	400,290	400,290	400,290
33424121301	Overtime	6,961	7,058	7,058	7,058	7,058	7,058	7,058
33424123601	Contracted Services	22,779	24,400	18,800	24,400	24,400	24,400	24,400
33424126100	Office Supplies & Expenses	3,177	3,500	3,500	3,500	3,500	3,500	3,500
33424126901	Protective Clothing	724	1,635	1,635	1,635	1,635	1,635	1,635
33424126906	Laboratory Supplies	28,366	29,900	27,500	29,900	29,900	29,900	29,900
33424128909	OSHA Safety Requirement	9,987	10,000	10,000	10,000	10,000	10,000	10,000
Laboratories Total		451,808	471,183	463,312	476,783	476,783	476,783	476,783

Department Summary

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"> Solids thickening and dewatering. Drying and Pelletizing. 				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%
	5	5	\$271,248	\$270,282	(\$966)	-0.36%

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

Fiscal Year 2011/2012 Board of Representatives 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

<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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424131100	Salaries	197,747	271,248	271,248	270,282	270,282	270,282	270,282
33424131301	Overtime	36,160	21,413	37,661	21,413	21,413	21,413	21,413
33424131901	Differential	6,683	6,095	10,370	6,095	6,095	6,095	6,095
33424133601	Contracted Services	1,506,964	1,560,000	1,649,282	1,583,400	1,583,400	1,583,400	1,583,400
33424135905	Haulaway Sludge	89,836	85,000	65,000	85,000	85,000	85,000	85,000
33424136205	Natural Gas - Utility	500,000	350,000	352,414	350,000	350,000	350,000	350,000
33424136901	Protective Clothing	0	1,969	1,969	1,969	1,969	1,969	1,969
Sludge Processing and Disposal Total		2,337,390	2,295,725	2,387,944	2,318,159	2,318,159	2,318,159	2,318,159

Department Summary

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"> • Collect samples as required • Test samples • Report • Coordinate activity of other City Departments 				<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%
	1	1	\$69,887	\$74,534	\$4,646	6.65%

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

Fiscal Year 2011/2012 Board of Representatives 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424141100	Salaries	25,652	69,887	70,048	74,534	74,534	74,534	74,534
33424141301	Overtime	0	3,500	3,500	3,500	3,500	3,500	3,500
33424143601	Contracted Services	14,416	25,000	17,000	25,000	25,000	25,000	25,000
33424146110	Materials & Supplies	6,635	10,000	10,000	10,000	10,000	10,000	10,000
Stormwater Mgmt Total		46,703	108,387	100,548	113,034	113,034	113,034	113,034

Department Summary

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.

<u><i>Activity Name</i></u>	<u><i>Service Output (Fiscal 2010)</i></u>	<u><i>Service Quality</i></u>
Exterior and interior painting	<ul style="list-style-type: none">• Paint exterior metal work	Paint all exterior gate operators annually or as needed.
Building and tank Repairs	<ul style="list-style-type: none">• Inspect all buildings, tanks and sidewalks and repair as necessary.	No damaged concrete or brick on any building or tank.
Exterior and interior painting	<ul style="list-style-type: none">• Paint interior of buildings or structures.	Inspect interior paint and repaint as necessary annually.

Fiscal Year 2011/2012 Board of Representatives Operating Budget

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2421 Building 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424211203	Seasonal	15,335	15,500	15,608	15,500	15,500	15,500	15,500
33424216205	Natural Gas - Utility	145,000	150,000	150,000	150,000	150,000	150,000	150,000
33424216604	Grounds Maintenance	534	3,950	3,950	3,950	3,950	3,950	3,950
33424216607	Facilities Maintenance - STP	45,293	40,000	40,000	40,000	40,000	40,000	40,000
<i>Building Maintenance Total</i>		206,162	209,450	209,558	209,450	209,450	209,450	209,450

Department Summary

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%
	4	4	\$260,718	\$264,648	\$3,930	1.51%

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.

Fiscal Year 2011/2012 Board of Representatives Operating Budget

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2422 Equipment 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424221100	Salaries	184,929	260,718	259,718	264,648	264,648	264,648	264,648
33424221301	Overtime	20,755	16,000	16,552	16,000	16,000	16,000	16,000
33424221902	Stand-By Time	12,664	12,549	13,269	12,549	12,549	12,549	12,549
33424226605	Equipment Maintenance	338,103	350,000	485,000	350,000	350,000	350,000	350,000
33424226901	Protective Clothing	1,896	2,000	2,000	2,000	2,000	2,000	2,000
<i>Equipment Maintenance Total</i>		<i>558,347</i>	<i>641,267</i>	<i>776,538</i>	<i>645,197</i>	<i>645,197</i>	<i>645,197</i>	<i>645,197</i>

Department Summary

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"> Respond to all alarms. Maintain grounds at all pumping stations. Maintain pumps at 22 sanitary pumping stations. 			Respond within 30 minutes of any pumping station alarms 100% of time. No complaints from public on appearance of stations. All stations working 100% of time		
			<i>FY 10/11</i>	<i>FY 11/12</i>	<i>Budget</i>	<i>Budget</i>
<i>Job Title</i>	<i>Pos</i>	<i>Pos</i>	<i>Budget</i>	<i>Budget</i>	<i>Salary</i>	<i>Salary</i>
	<i>10/11</i>	<i>11/12</i>	<i>Salary</i>	<i>Salary</i>	<i>\$ Increase</i>	<i>% Increase</i>
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%
	4	4	\$244,587	\$250,082	\$5,495	2.25%

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

Fiscal Year 2011/2012 Board of Representatives Operating Budget

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 09/10 Actual	FY 10/11 Original Budget	FY 10/11 Revised Budget	FY 11/12 Department Request	FY 11/12 Mayor's Request	FY 11/12 Finance Board	FY 11/12 Board of Reps
33424231100	Salaries	237,241	244,587	244,587	250,082	250,082	250,082	250,082
33424231301	Overtime	23,376	20,500	21,860	20,500	20,500	20,500	20,500
33424231902	Stand-By Time	17,220	13,500	16,772	13,500	13,500	13,500	13,500
33424235102	Diesel Fuel	3,688	4,000	2,000	4,000	4,000	4,000	4,000
33424235301	Telephone	5,522	4,500	12,500	4,500	4,500	4,500	4,500
33424236202	Water	6,700	6,400	6,400	6,400	6,400	6,400	6,400
33424236203	Fuel Oil	0	1,500	1,500	1,500	1,500	1,500	1,500
33424236204	Electric - Utility	152,000	190,000	140,000	180,000	180,000	180,000	180,000
33424236205	Natural Gas - Utility	0	3,500	0	3,500	3,500	3,500	3,500
33424236605	Equipment Maintenance	48,400	60,000	60,000	60,000	60,000	60,000	60,000
33424236607	Facilities Maintenance - STP	28,146	30,000	30,000	30,000	30,000	30,000	30,000
33424236901	Protective Clothing	112	900	900	900	900	900	900
<i>Pump Station Maintenance Total</i>		522,405	579,387	536,519	574,882	574,882	574,882	574,882

Department Summary

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%
	2	2	\$119,644	\$122,130	\$2,486	2.08%

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

Fiscal Year 2011/2012 Board of Representatives Operating Budget

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2424 Sanitary Sewer 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424241100	Salaries	117,198	119,644	119,950	122,130	122,130	122,130	122,130
33424241301	Overtime	12,007	25,000	25,000	15,000	15,000	15,000	15,000
33424241902	Stand-By Time	6,405	10,000	10,000	10,000	10,000	10,000	10,000
33424246605	Equipment Maintenance	5,148	8,079	6,079	8,079	8,079	8,079	8,079
33424246607	Facilities Maintenance - STP	24,593	35,000	11,000	75,000	75,000	75,000	75,000
33424246901	Protective Clothing	102	745	745	745	745	745	745
<i>Sanitary Sewer Maintenance Total</i>		<i>165,455</i>	<i>198,468</i>	<i>172,774</i>	<i>230,954</i>	<i>230,954</i>	<i>230,954</i>	<i>230,954</i>

Department Summary

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.

<u><i>Activity Name</i></u>	<u><i>Service Output (Fiscal 2010)</i></u>	<u><i>Service Quality</i></u>
Equipment Maintenance	<ul style="list-style-type: none">• 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 style="list-style-type: none">• Keep grass cut and barrier free of plant growth and debris.	Excellent inspection report by Army Corps of Engineers. No complaints by public.

Fiscal Year 2011/2012 Board of Representatives Operating Budget

Fund: 0033 Water Pollution Control Authority

Bur/Office: 204 Operations: Water Pollution Control

Dept/Div: 0242 Maintenance

Activity: 2425 Hurricane Barrier 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424256204	Electric - Utility	92,000	150,000	111,457	150,000	150,000	150,000	150,000
33424256205	Natural Gas - Utility	5,268	7,000	5,000	7,000	7,000	7,000	7,000
33424256605	Equipment Maintenance	16,070	40,000	17,276	40,000	40,000	40,000	40,000
33424256607	Facilities Maintenance - STP	17,115	16,200	9,650	16,200	16,200	16,200	16,200
<i>Hurricane Barrier Maintenance Total</i>		130,453	213,200	143,383	213,200	213,200	213,200	213,200

Department Summary

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%
	3	0	\$211,884	\$0	(\$211,884)	-100.00%

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.

Fiscal Year 2011/2012 Board of Representatives 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 11/12 Department Request</i>	<i>FY 11/12 Mayor's Request</i>	<i>FY 11/12 Finance Board</i>	<i>FY 11/12 Board of Reps</i>
33424301100	Salaries	182,367	211,884	219,751	0	0	0	0
33424301203	Seasonal	21,820	2,500	2,500	0	0	0	0
33424301301	Overtime	3,191	4,000	6,495	0	0	0	0
33424302100	Medical & Life	32,693	35,962	35,962	0	0	0	0
33424302200	Social Security	17,855	16,706	16,706	0	0	0	0
33424303202	Conferences & Training	0	1,000	0	0	0	0	0
33424303307	Meter Readings	0	0	0	22,300	22,300	22,300	22,300
33424303601	Contracted Services	55,276	41,000	190,517	327,834	327,834	327,834	327,834
33424305301	Telephone	0	1,600	1,600	0	0	0	0
33424305405	Postage	20,505	16,000	8,300	18,000	18,000	18,000	18,000
33424305500	Copying & Printing	4,609	1,500	1,500	0	0	0	0
33424306100	Office Supplies & Expenses	0	500	500	0	0	0	0
33424306610	Software Maintenance	0	15,275	0	0	0	0	0
<i>Billing Services Total</i>		338,316	347,927	483,831	368,134	368,134	368,134	368,134
