

**Fiscal Year 2024/2025
WPCA Budget Schedule
April 2, 2024**

January

- Initial draft Operation and Maintenance (O&M) budget
- Capital Improvement Projects (CIP) budget
- Debt Service budget

February

- Revised O&M budget
- Revised CIP budget
- Revised Debt Service Budget
- Projected Revenues

March

- Revised O&M budget
- Revised CIP budget
- Revised Debt Service Budget
- Revised Revenues budget
- Projected User rate and sewer fees
- Discount program presentation

April

- Finalized draft budget
- Public Hearing is set:
 - User Fee
 - Sewer Rates
 - Discount Program
 - Budget

May

- Public Hearing

June

- Budget, rates and discount program approval vote

DRAFT 2024 04 02

TOWN OF SOUTH WINDSOR

Sewer User Rates, Surcharge Rates, Sewer Assessment Schedule, and Septic Disposal Fees

July 1, 2024 to June 30, 2025

Sewer User Rates

Residential, Single Family/Condominium Unit	\$460.00 per Unit
Apartment, non-restricted (Measured water use or per unit rate, whichever is greater)	\$230.00 per Unit
Commercial/Industrial, Business/Condominium Unit	\$460.00 per 74,000 gallons

Sewer Assessments

Account	Base	Frontage	Lateral	Connection Charge
Residential, School	\$3,360	\$47 /foot	\$1,401 /lateral	\$1,401 /unit
Comm./Industrial	\$3,360	\$88 /foot	\$1,401 /lateral	\$4,487 /acre

Residential Pro-rated Sewer User Adjustment

Date of Permit	Fee	Date of Permit	Fee
July 1st - July 31st	\$460.00	January 1st - January 31st	\$230.00
August 1st - August 31st	\$421.67	February 1st - February 29th	\$191.67
September 1st - September 30th	\$383.33	March 1st - March 31st	\$153.33
October 1st - October 31st	\$345.00	April 1st - April 30th	\$115.00
November 1st - November 30th	\$306.67	May 1st - May 31st	\$76.67
December 1st - December 31st	\$268.33	June 1st - June 30th	\$38.33

Residential Qualified Income Sewer User Charge Discount

Income Level	Married		Unmarried	
	Discount	Charge	Discount	Charge
\$0 to \$22,000	50%	\$ 230.00	40%	\$276.00
\$22,000 to \$29,500	40%	\$ 276.00	30%	\$322.00
\$29,500 to \$36,700	30%	\$ 322.00	20%	\$368.00
\$36,700 to \$43,800	20%	\$ 368.00	10%	\$414.00
\$43,800 to \$53,400	10%	\$ 414.00	0%	\$460.00

Equivalent Dwelling Unit (EDU) Table

Residential		Comm/Ind.	
Bedroom	EDU	Water Meter	EDU
2 OR LESS	0.75	<1"	1
3	1	1"	2
4	1.25	1.5"	3
5	1.5	2"	4
6	2	3"	6
7-9	3	4"	8
10-12	4	6"	12
13-15	5	8"	16
16-18	6	10"	20
19-21	7	12"	24
22-24	8		
25-27	9		
28-30	10*		

* EDU will be applied for every 3 bedrooms over 30 bedrooms

Surcharge Rates

Biochemical Oxygend Demand \$0.51 /lbs.over 212 mg/L
Total Suspended Solids \$0.74 /lbs.over 238 mg/L

Septic Disposal Rate

\$160.00 /1500 gallons

MIU Notification Rates

\$100.00 Application
\$100.00 Renewal

Draft

DEFINITIONS

Ct = Total annual cost for operation, debt service, capital projects, contributions to reserves

Cr = Surcharges for removal of excess TSS/BOD

Ro = Other sources of revenue: dumping fees, permit fees, assessments, interest, liens, connection charges, grants, transfers from reserves, internal services transfers, and investment earnings

Qo = Annual individual user discharge (74,000 gallons)

Qt = Total annual indus/comm and residential discharge

$$\text{USER CHARGE} = \frac{(\text{Ct} - (\text{Cr} + \text{Ro})) \times \text{Qo}}{\text{Qt}}$$

ASSUMPTIONS

Ct=	Operations	\$	5,091,867
	Debt Service	\$	317,952
	Replacement and Operating Reserves	\$	-
	Cap. Improve. Projects	\$	1,140,000
	WPCA	\$	3,200
	TOTAL EXPENDITURES	\$	6,553,019

Cr=	Surcharges	\$	70,000
Ro=	Other Sources of Revenue	\$	438,250
Qt=	Residential Flow		713,000,000
	Com/Ind Flow		282,000,000
	TOTAL FLOW		995,000,000

Qo= User Discharge Flow 74,000 GAL

User Charge = \$ 449.56

Uncollected Allowance
 2% \$ 9.89

User Charge =	\$	459.45
FINAL USER CHARGE	\$	460

O&M Budget Detail Summary			
2024 04 02 Draft			
Account	Program Cost	FY23/24 Adopted	FY 22/23 Actual
100 Personnel Services	\$ 1,853,242	\$ 1,800,428	\$ 1,679,796
110 Full Time Salaries	\$ 1,208,862	\$ 1,089,378	\$ 1,139,228
111 Overtime	\$ 128,205	\$ 124,925	\$ 105,229
112 Longevity	\$ -	\$ -	\$ 1,000
114 Temporary Help	\$ -	\$ -	\$ -
130 Employee Benefits	\$ 516,174	\$ 586,125	\$ 434,339
200 Materials & Supplies	\$ 482,060	\$ 393,073	\$ 263,814
210 Office Supplies	\$ 2,100	\$ 2,100	\$ 1,497
221 Operating Supplies	\$ 264,435	\$ 188,948	\$ 126,651
222 Vehicle Supplies	\$ 40,025	\$ 36,525	\$ 12,958
223 Uniforms	\$ 15,500	\$ 15,500	\$ 10,139
232 Equipment Repair	\$ 160,000	\$ 150,000	\$ 112,569
300 Contractual Services	\$ 2,503,565	\$ 2,359,485	\$ 2,283,628
310 Advertising/Printing	\$ 2,000	\$ 2,000	\$ -
320 Professional	\$ 184,850	\$ 184,850	\$ 142,605
330 Rental & Leases	\$ 35,400	\$ 35,400	\$ 23,052
360 Utilities	\$ 572,300	\$ 525,800	\$ 893,438
371 Maintenance Contracts	\$ 1,222,980	\$ 1,128,200	\$ 871,438
373 Repair Maintenance Equipment	\$ 38,500	\$ 35,700	\$ 22,240
374 Fees & Memberships	\$ 2,000	\$ 2,000	\$ 630
375 Recruitment & Training	\$ 24,035	\$ 24,035	\$ 16,765
390 Other Purchase Services	\$ 374,000	\$ 374,000	\$ 268,460
393 Internal Service Charge	\$ 47,500	\$ 47,500	\$ 45,000
400 Capital Outlay	\$ 253,000	\$ 217,800	\$ 186,784
430 Capital Projects	\$ 195,000	\$ 50,000	\$ 58,252
441 Office Equipment	\$ 1,000	\$ -	\$ -
442 Department Equipment	\$ 57,000	\$ 167,800	\$ 128,532
Grand Total	\$ 5,091,867	\$ 4,770,786	\$ 4,414,022

Public Works
Pollution Control

Fiscal Year
2024/2025

Account No.
1129

WPCA Operating Budget Detail Summary			
2024 04 02 Draft			
Account Description	Program Cost	FY 23/24 Adopted	FY 22/23 Actual
100 Personal Services	\$ -	\$ -	\$ -
110 Full Time Salaries	\$ -	\$ -	\$ -
200 Materials & Expenses	\$ 200	\$ 200	\$ -
210 Office Supplies	\$ 200	\$ 200	\$ -
300 Contractual Services	\$ 3,000	\$ 3,000	\$ -
310 Advertising	\$ 2,000	\$ 2,000	\$ -
320 Professional	\$ 1,000	\$ 1,000	\$ -
350 Printing	\$ -	\$ -	\$ -
374 Fees & Memberships	\$ -	\$ -	\$ -
400 Capital Outlay	\$ -	\$ -	\$ -
430 Capital Projects	\$ -	\$ -	\$ -
441 Office Equipment	\$ -	\$ -	\$ -
Grand Total	\$ 3,200	\$ 3,200	\$ -

Operation & Maintenance Budget						3252
Account	Original Budget	Budget Revisions +/-	Program Cost	FY23/24 Adopted	FY 22/23 Actual	
100 Personnel Services	\$ 1,922,493	\$ (69,251)	\$ 1,853,242	\$ 1,800,428	\$ 1,679,796	
110 Full Time Salaries	\$ 1,208,862	\$ -	\$ 1,208,862	\$ 1,089,378	\$ 1,139,228	
Management Staff	\$ 241,880	\$ -	\$ 241,880			
Operations Staff	\$ 966,983	\$ -	\$ 966,983			
				\$ 1,089,378	\$ 1,139,228	
111 Overtime	\$ 128,205	\$ -	\$ 128,205	\$ 124,925	\$ 105,229	
Overtime	\$ 128,205	\$ -	\$ 128,205			
				\$ 124,925	\$ 105,229	
112 Longevity	\$ -	\$ -	\$ -	\$ -	\$ 1,000	
Longevity	\$ -	\$ -	\$ -			
				\$ -	\$ 1,000	
114 Temporary Help	\$ -	\$ -	\$ -	\$ -	\$ -	
Temporary Help	\$ -	\$ -	\$ -			
				\$ -	\$ -	
130 Employee Benefits	\$ 585,425	\$ (69,251)	\$ 516,174	\$ 586,125	\$ 434,339	
Employee Benefits	\$ 585,425	\$ (69,251)	\$ 516,174			
				\$ 586,125	\$ 434,339	
200 Materials & Supplies	\$ 482,060	\$ -	\$ 482,060	\$ 393,073	\$ 263,814	
210 Office Supplies	\$ 2,100	\$ -	\$ 2,100	\$ 2,100	\$ 1,497	
Office Supplies	\$ 2,100	\$ -	\$ 2,100			
				\$ 2,100	\$ 1,497	
221 Operating Supplies	\$ 264,435	\$ -	\$ 264,435	\$ 188,948	\$ 126,651	
Collection System Supplies	\$ 17,000	\$ -	\$ 17,000			
Safety Supplies	\$ 4,200	\$ -	\$ 4,200			
Treatment Plant Supplies	\$ 243,235	\$ -	\$ 243,235			
				\$ 188,948	\$ 126,651	
222 Vehicle Supplies	\$ 40,025	\$ -	\$ 40,025	\$ 36,525	\$ 12,958	
Pump Station Diesel Fuel	\$ 3,450	\$ -	\$ 3,450			
Vehicle Diesel Fuel	\$ 15,669	\$ -	\$ 15,669			
Vehicle Gasoline Fuel	\$ 7,756	\$ -	\$ 7,756			
Vehicle Repair	\$ 13,150	\$ -	\$ 13,150			
				\$ 36,525	\$ 12,958	
223 Uniforms	\$ 15,500	\$ -	\$ 15,500	\$ 15,500	\$ 10,139	
Safety Shoes & Clothing	\$ 7,500	\$ -	\$ 7,500			
Uniforms	\$ 8,000	\$ -	\$ 8,000			
				\$ 15,500	\$ 10,139	
232 Equipment Repair	\$ 160,000	\$ -	\$ 160,000	\$ 150,000	\$ 112,569	
Pump Station Equipment Repair Supplies	\$ 60,000	\$ -	\$ 60,000			
Treatment Plant Equipment Repair Supplies	\$ 100,000	\$ -	\$ 100,000			
				\$ 150,000	\$ 112,569	
300 Contractual Services	\$ 2,442,065	\$ 61,500	\$ 2,503,565	\$ 2,359,485	\$ 2,283,628	
310 Advertising/Printing	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	
Printing Services	\$ 2,000	\$ -	\$ 2,000			
				\$ 2,000	\$ -	
320 Professional	\$ 184,850	\$ -	\$ 184,850	\$ 184,850	\$ 142,605	
Building/Vehicle Insurance Services	\$ 160,125	\$ -	\$ 160,125			
NPDES Permit/Compliance Testing Services	\$ 22,200	\$ -	\$ 22,200			
Software & Operating Support Services	\$ 2,525	\$ -	\$ 2,525			
				\$ 184,850	\$ 142,605	
330 Rental & Leases	\$ 35,400	\$ -	\$ 35,400	\$ 35,400	\$ 23,052	
Communications Services	\$ 30,100	\$ -	\$ 30,100			
SCADA & Security Equipment Services	\$ 5,300	\$ -	\$ 5,300			
				\$ 35,400	\$ 23,052	
360 Utilities	\$ 510,800	\$ 61,500	\$ 572,300	\$ 525,800	\$ 893,438	
Heating Fuel	\$ 82,500	\$ (30,000)	\$ 52,500			
Pump Station Electricity	\$ 91,200	\$ 20,000	\$ 111,200			
Treatment Plant Electricity	\$ 325,000	\$ 71,500	\$ 396,500			
Water & Telephone Service	\$ 12,100	\$ -	\$ 12,100			
				\$ 525,800	\$ 893,438	
371 Maintenance Contracts	\$ 1,222,980	\$ -	\$ 1,222,980	\$ 1,128,200	\$ 871,438	
Facility Contracted Maintenance	\$ 1,007,980	\$ -	\$ 1,007,980			

Account	Original Budget	Budget Revisions +/-	Program Cost	FY23/24 Adopted	FY 22/23 Actual
ROW & Sewer Contracted Maintenance	\$ 215,000	\$ -	\$ 215,000		
				\$ 1,128,200	\$ 871,438
373 Repair Maintenance Equipment	\$ 38,500	\$ -	\$ 38,500	\$ 35,700	\$ 22,240
Equipment Calibration, Testing, Certification	\$ 8,500	\$ -	\$ 8,500		
Safety Equipment Certification	\$ 11,100	\$ -	\$ 11,100		
Service Calls & Machining	\$ 18,900	\$ -	\$ 18,900		
				\$ 35,700	\$ 22,240
374 Fees & Memberships	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 630
Professional Memberships	\$ 2,000	\$ -	\$ 2,000		
				\$ 2,000	\$ 630
375 Recruitment & Training	\$ 24,035	\$ -	\$ 24,035	\$ 24,035	\$ 16,765
Professional Training & Exams	\$ 21,535	\$ -	\$ 21,535		
Safety and Compliance Training	\$ 2,500	\$ -	\$ 2,500		
				\$ 24,035	\$ 16,765
390 Other Purchase Services	\$ 374,000	\$ -	\$ 374,000	\$ 374,000	\$ 268,460
Intermunicipal Sewer Fees	\$ 374,000	\$ -	\$ 374,000	\$ 374,000	\$ 268,460
393 Internal Service Charge	\$ 47,500	\$ -	\$ 47,500	\$ 47,500	\$ 45,000
Interdepartmental Services	\$ 47,500	\$ -	\$ 47,500		
				\$ 47,500	\$ 45,000
400 Capital Outlay	\$ 461,000	\$ (208,000)	\$ 253,000	\$ 217,800	\$ 186,784
430 Capital Projects	\$ 160,000	\$ 35,000	\$ 195,000	\$ 50,000	\$ 58,252
Radio System Improvements	\$ 150,000	\$ 35,000	\$ 185,000		
Secondary Clarifier Improvements (#3 and #4)	\$ 10,000	\$ -	\$ 10,000		
				\$ 50,000	\$ 58,252
441 Office Equipment	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -
Office Supplies	\$ 1,000	\$ -	\$ 1,000		
				\$ -	\$ -
442 Department Equipment	\$ 300,000	\$ (243,000)	\$ 57,000	\$ 167,800	\$ 128,532
VFD Replacement	\$ 50,000	\$ -	\$ 50,000		
Ammonia Probes	\$ 28,000	\$ (28,000)	\$ -		
Spectrophotometer	\$ 7,000	\$ -	\$ 7,000		
Auto Sampler	\$ 15,000	\$ (15,000)	\$ -		
Storage Building	\$ 200,000	\$ (200,000)	\$ -		
				\$ 167,800	\$ 128,532
Grand Total	\$ 5,307,618	\$ (215,751)	\$ 5,091,867	\$ 4,770,786	\$ 4,414,022

Debt Service - Capital Improvement Projects - Reserve Fund						3252
Account	Original Budget	Budget Revisions +/-	Program Cost	FY23/24 Adopted	FY 22/23 Actual	
Debt Service	\$ 317,952	\$ -	\$ 317,952	\$ 322,287	\$ 320,346	
Dry Pit Pump Station Princ	\$ 97,000	\$ -	\$ 97,000			
Dry Pit Pump Station Intere	\$ 31,670	\$ -	\$ 31,670			
Pleasant Valley Pump Stati	\$ 22,604	\$ -	\$ 22,604			
Pleasant Valley Pump Stati	\$ 1,617	\$ -	\$ 1,617			
Submersible Pump Station	\$ 84,279	\$ -	\$ 84,279			
Submersible Pump Station	\$ 10,025	\$ -	\$ 10,025			
Town of Vernon Upgrade (f	\$ 70,757	\$ -	\$ 70,757			
Prior Years	\$ -		\$ -	\$ 322,287	\$ 320,346	
Capital Improvement Project	\$ 1,850,000	\$ (710,000)	\$ 1,140,000	\$ 1,145,000		
SSES Recommended Impr	\$ 1,250,000	\$ (860,000)	\$ 390,000			
I/I Removal & Manhole Reh	\$ 100,000	\$ (100,000)	\$ -			
UV Disinfection Upgrade	\$ 500,000	\$ 250,000	\$ 750,000			
Prior Years	\$ -	\$ -	\$ -	\$ 1,145,000		
Reserve Fund	\$ 250,000	\$ (250,000)	\$ -			
Operating Reserve (Fund E	\$ -	\$ -	\$ -			
Replacement Reserve (Cap	\$ 250,000	\$ (250,000)	\$ -			
Grand Total	\$ 2,417,952	\$ (960,000)	\$ 1,457,952	\$ 1,467,287	\$ 320,346	

WPCA Operating Budget						1129
Account Description	Original Budget	Budget Revisions +/-	Program Cost	FY 23/24 Adopted	FY 22/23 Actual	
100 Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Staff Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200 Materials & Expenses	\$ 200	\$ -	\$ 200	\$ 200	\$ -	\$ -
Office Supplies	\$ 200	\$ -	\$ 200	\$ 200	\$ -	\$ -
300 Contractual Services	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -
Advertising	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -
Fees & Memberships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -
400 Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 3,200	\$ -	\$ 3,200	\$ 3,200	\$ -	\$ -

Revenue Budget						3252
Revenue Account	Original Budget	Budget Revisions +/-	Program Cost	FY 23/24 Adopted	FY 22/23 Actual	
Revenue	\$ 6,417,783	\$ -	\$ 6,417,783	\$ 6,299,921	\$ 283,851	
Assessments	\$ 50,000	\$ -	\$ 50,000	\$ 45,000	\$ 23,140	
Cancel Pr. Year Encumbr	\$ -	\$ -	\$ -	\$ -	\$ -	
Capacity Charge	\$ 50,000	\$ -	\$ 50,000	\$ 35,000	\$ 46,170	
Connection Charges	\$ 175,000	\$ -	\$ 175,000	\$ 200,000	\$ 80,160	
Energy Rebate	\$ 17,000	\$ -	\$ 17,000	\$ 20,000	\$ 13,715	
Fund Balance Appropriation	\$ -	\$ -	\$ -	\$ -	\$ -	
Gen. Gov. Sundry	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 453	
Grant Reimbursement/Loan	\$ -	\$ -	\$ -	\$ -	\$ -	
Industrial Surcharges	\$ 70,000	\$ -	\$ 70,000	\$ 40,000	\$ -	
Interest Income	\$ 80,000	\$ -	\$ 80,000	\$ 65,000	\$ 78,017	
Internal Services	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ -	
Investment Interest Earning	\$ 50	\$ -	\$ 50	\$ 50	\$ -	
Lien Fees	\$ 16,000	\$ -	\$ 16,000	\$ 15,000	\$ 16,566	
MIU Permits	\$ 200	\$ -	\$ 200	\$ -	\$ -	
Permit Fees	\$ 3,000	\$ -	\$ 3,000	\$ 6,200	\$ 2,480	
Septic Dumping Fees	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ 23,150	
Sewer User Charges	\$ 5,909,533	\$ -	\$ 5,909,533	\$ 5,826,671	\$ -	
Grand Total	\$ 6,417,783	\$ -	\$ 6,417,783	\$ 6,299,921	\$ 283,851	