

2020 ANNUAL BUDGET

Volume I



Metro Wastewater Reclamation District
6450 York Street
Denver, CO 80229-7499
Phone (303) 286-3000
Fax (303) 286-3030
www.Metrowastewater.com

2020 Annual Budget

TABLE OF CONTENTS

	<u>Page</u>
I. Budget Message	M-1
II. Operations and Maintenance Fund	1
2019 Budget Appropriation Summary.....	1
Operations and Maintenance Revenue Fund	2
O&M Revenue Fund Revenues and Expenses	3
Calculation of Annual Charges	4
District Summary	5
Summary of Expenses by Object	6
Summary of Expenses by Department /Division	8
Summary of Expenses by Activity	11
Capital Equipment Expenditures	27
Unit Cost Assumptions	31
Personnel Summary	32
Maintenance Department	39
Operations Department	57
Resource Recovery and Reuse Department	73
Administrative Services Department	89
Engineering Department	93
Environmental Services Department	95
Human Resources Department	105
Office of the General Counsel	109
Office of the Manager	111
Strategy and Innovation Department	115
III. Other Funds	119
General Fund	119
Capital Project Account	120
General Fund - Capital Expenditures	121
Fixed Asset Replacement Fund	123

Fixed Asset Replacement Fund - Capital Expenditures	124
Restricted Sewer Connection Charge Account	126
Debt Service Fund	127
IV. Board Resolutions	129



William J. "Mickey" Conway, District Manager

TO: Board of Directors
Member Municipalities
Special Connectors

FROM: Mickey Conway, District Manager

DATE: August 21, 2019

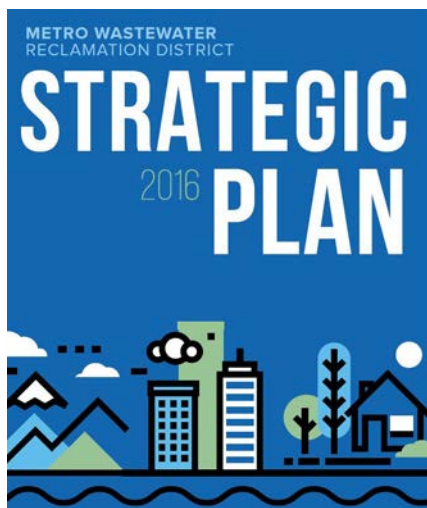
RE: 2020 Adopted Operating Budget Message

I am pleased to present the 2020 Adopted Operating Budget for the Metro Wastewater Reclamation District (Metro District or District), as required by the Sewage Treatment and Disposal Agreement (Service Contract). The 2020 Operating Budget is a balanced budget with a 2.5 percent increase in Annual Charges for Services. The total operating budget, including debt service, for 2020 is \$146,017,882, which is \$9 million more than the total operating budget for 2019. The total operating budget does not include capital project expenditures, which are appropriated separately on a project by project basis; however, the capital project expenses are projected and included in the statements for each fund.

Development of the 2020 Operating Budget

Strategic Planning

The Metro District adopted its Strategic Plan in 2016, which identified the District's vision, mission, and values, as well as seven strategic goals, and enumerable objectives and strategies.



Vision

To be a responsible leader, an innovative clean water partner, and a great place to work.

Mission

To protect the region's health and environment by cleaning water and recovering resources.

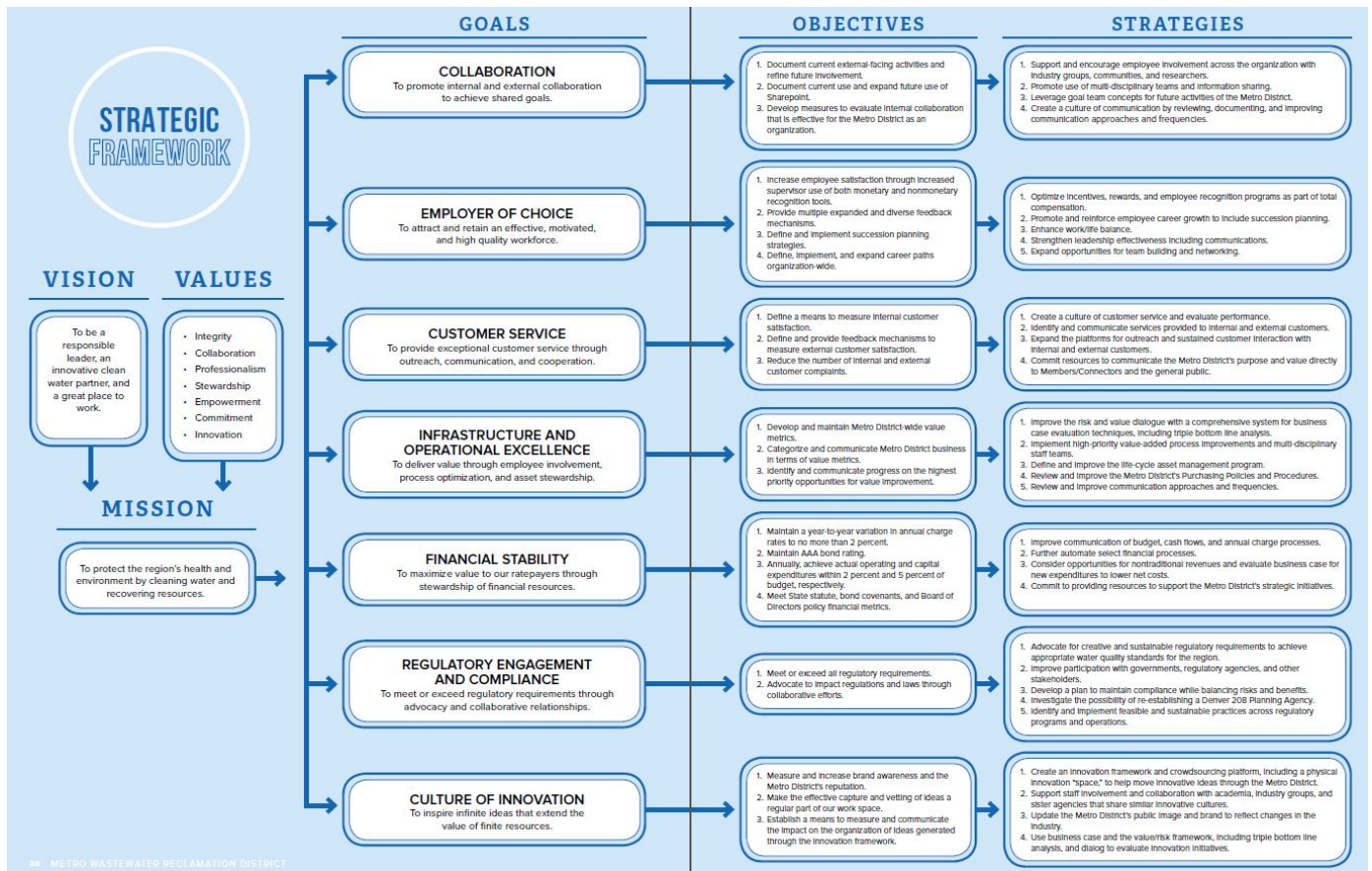
Values

***Integrity
Stewardship***

***Collaboration
Empowerment
Innovation***

***Professionalism
Commitment***

The Metro District’s planning process involved shared plan development responsibilities among the Board of Directors, input from a group of external stakeholders, and in-depth involvement of more than 80 employees. The strategic planning process was designed to establish a shared vision of the District’s goals and a common understanding of the resource needs, commitments, working environment, and principles upon which the strategies will be based. The process also promoted acceptance of the 2016 Strategic Plan for achieving the District’s goals and the formal integration of strategic planning direction and implementation into the District’s day-to-day operating activities.



Metro 6.0 initiatives

Since the adoption of the 2016 Strategic Plan, the Metro District has been engaged in developing and implementing strategies with stakeholders. Specifically, this has led to the formation of the Metro 6.0 Strategic Focus in 2018. This initiative identified two of the Strategic Plan goals on which the District will focus in the near term. This initiative has measurable objectives which are being evaluated by the results of employee surveys. These results can be compared from year to year to evaluate the outcomes. The baseline results for the 2018 employee survey are included in the diagram below.

Metro District 6.0



Metro 6.0 focuses on two key strategies: invest in our employees and pursue operational excellence. Key tactics included in the 2020 Operating Budget include the following:

1. Development and Implementation of an Information Technology Master Plan
2. Implementation of the 2018 Robert W. Hite Treatment Facility (RWHTF) Asset Optimization
3. Promotion of Leadership at All Levels
4. Creation of a Holistic Approach to Total Rewards (Compensation, Benefits, Recognition)
5. Development and Implementation of the Communications Plan

These key tactics as well as others identified in Metro 6.0 have a significant influence during the creation of the 2020 Budget. This includes additional training resources across all departments to enhance leadership training. The 2020 Budget also includes additional funding for updates to the Employee Recognition program.

Asset Management

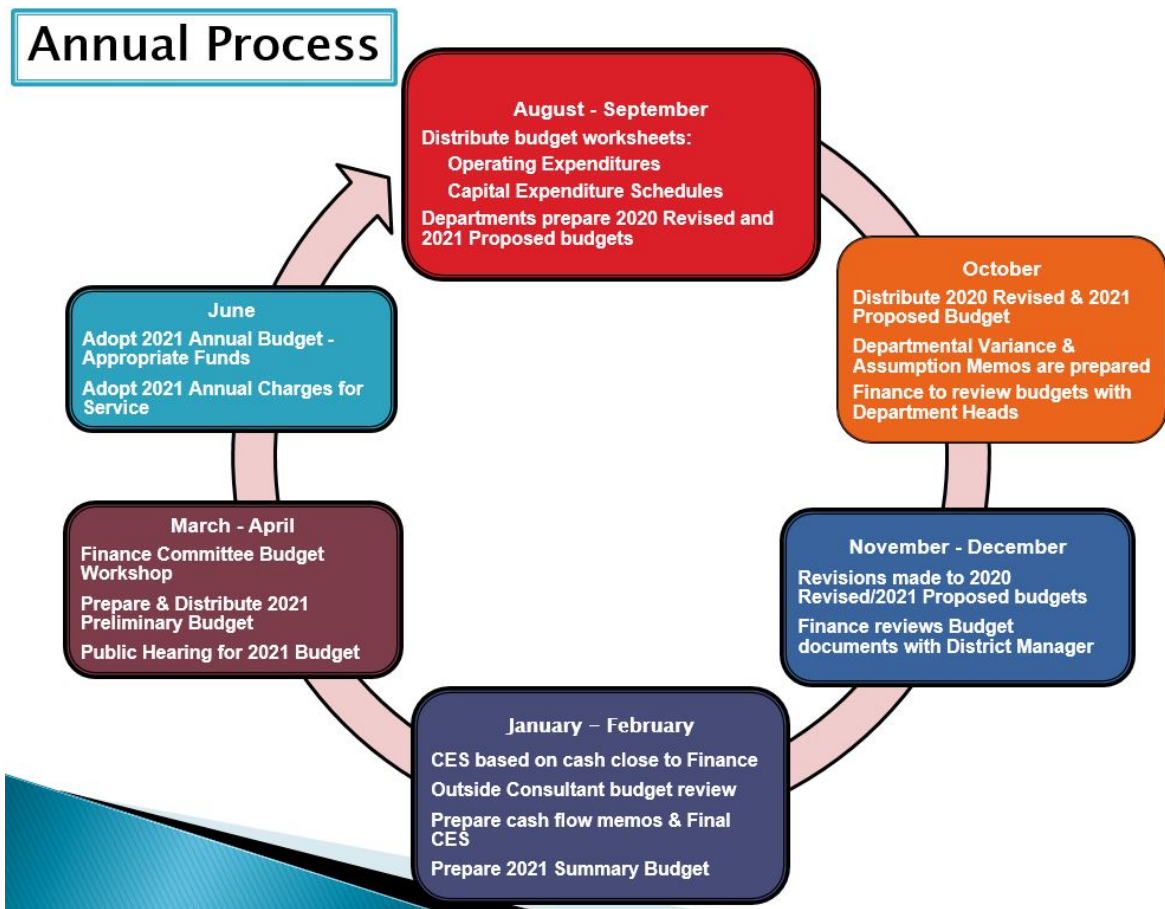
Another key driver for the 2020 Operating Budget is asset management. The Metro District has been, and continues to experience a significant increase in the number and complexity of assets being managed. The increase in assets requires additional resources to operate and, in particular, to maintain. The 2020 Operating Budget includes additional maintenance resources for materials and supplies, outside services, and staffing resources. As part of the District's Strategy and Innovation Department, asset management staff collaborates with stakeholders to better align asset management across the organization, leading to operating efficiencies in the future.

Organizational Assessment

The Metro District is currently in the middle of a high-level review of the organization and structure. The assessment began in June 2019 and is expected to be complete by the end of 2019. The goal of the assessment is to improve the engagement of individual work units, ensuring that work and decisions flow as efficiently and effectively as possible throughout the organization. Seven workflows were specifically selected for analysis. The outcome is not expected to significantly change the operations of the District; however, it will lead to important changes which will increase the proficiency of how the District does work. The assessment could lead to changes in the operating budget in the future.

Budget Process and Management Improvements

The annual operating budget process, which takes almost a full year to complete, involves gathering input and data from departments, engaging in thoughtful discussions on identified needs, and reviewing various budget versions with the District Manager and senior leadership. The capital budget process, although it is completed separately, does line up with the annual operating budget process such that both are ready to be used together in the Cash Flow Schedule. The Metro District's consulting engineer provides a review of the operating budget in mid-January. The Cash Flow Schedule is used to develop the Annual Charges for Service. The operating budgets, capital budget, and Annual Charges are presented in various meetings to Board members during the Spring, leading to the adoption of the budget in June.



Over the years, Metro District staff has improved the annual budget process, presenting budgets more accurately, reflecting projected expenditures, and providing relatively stable Annual Charges for Service. These improvements include the following:

- Preparation of a revised budget for the current year to reflect what staff expects to spend relative to the budgeted amounts.
- Incorporation of a vacancy rate adjustment in projected operating expenditures to consider savings that will occur during the year due to unanticipated staff turnover and the amount of time it takes to fill vacant positions.
- Creation of a district-wide Enterprise Program which prioritizes capital and non-capital projects to optimize cash flow requirements, resource allocation, and organizational flexibility, while maintaining low Annual Charges rate increases.
- Development of a Fixed Asset Replacement Program.
- Implementation of capital project probability factors to estimate capital expenditures for cash flow purposes over the planning period.
- Continuation of a \$1.5 million Operating Reserve which was adopted with the 2011 Budget. The Operating Reserve is available to pay for unanticipated expenditures which are critical to accomplishing the mission of the District but are not included in the annual budget.

2020 Operating Budget Details

Revenues

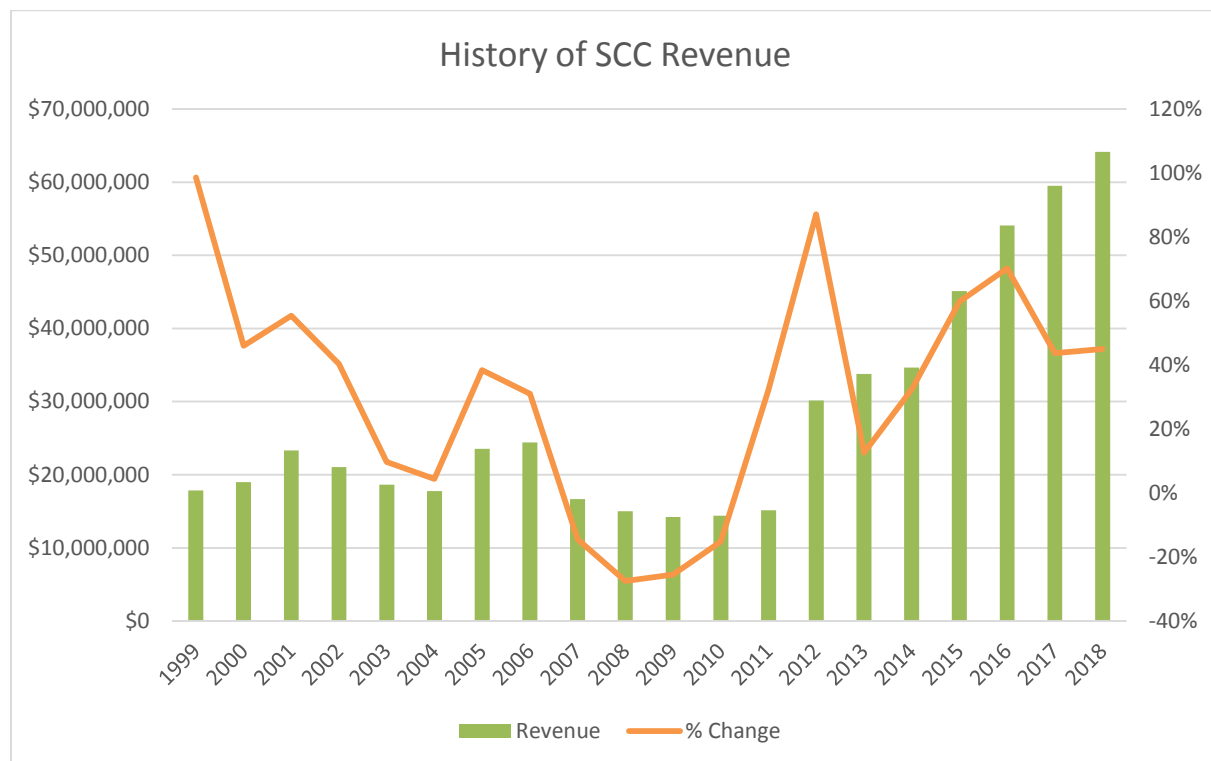
The Metro District has two main revenue sources. The primary operating revenue is the Annual Charges for Services. The other primary revenue source is the Sewer Connection Charges.

Annual Charges for Services (Annual Charges) is charged to Connectors to fund the annual operating budget, debt service costs, capital needs, and other financial requirements. Annual Charges are charged to Connectors based on each Connector's flow (amount contributed to the system) and load (the concentration of the flow). The Annual Charges rate is set in June of each year, and the allocation to Connector is set in August of each year for the following calendar year. The Annual Charges for 2020 are budgeted at \$135,440,824, which is 2.5 percent or approximately \$1 per household per year higher than in 2019. This is based on the 2020 Budget Cash Flow Schedule for 2019–2029. Annual Charges are projected into the future each year; however, they are only adopted for the next calendar year. A comparison of projected Annual Charges percentage increases versus those projected last year during the 2019 Budget process is included in the following table.

Annual Charges for Service Revenue Increases		
Year	Adopted 2020 Budget	Adopted 2019 Budget
2020	2.5%	2.5%
2021	2.5%	3.0%
2022	2.5%	3.5%
2023	3.0%	3.5%
2024-2025	3.5%	3.5%
2026-2029	3.5%	3.0%

The Metro District is focused on maintaining low Annual Charges for Services rate increases and is planning to keep the rate increase of 2.5 percent for a three-year period. This will allow the District to continue to operate more effectively while providing excellent value to its Connectors. Additionally, the Annual Charges rate is lower due to the higher-than-average collection of Sewer Connection Charges, which comes from the high level of growth in the Denver metro area.

Sewer Connection Charges (SCC) are the other primary source of revenue for the Metro District. SCC are collected from Connectors for the purpose of defraying the capital and debt service costs for each new connection to the treatment system. The SCC for 2020 is \$4,340 per single-family resident equivalent (SFRE). In 2020, the District is estimating to receive \$54,084,658 in SCC revenue.



Expenses

The 2020 Adopted Operating Budget of \$89,569,117 is \$5,726,595 or 6.8 percent higher than the adopted 2019 Budget. Of the increase, \$3,629,512 or 63.4 percent of the total increase is primarily due to budgeted wage increases and additional positions. The remaining increase of \$2,097,083 or 36.6 percent results primarily from an increase in the amount of treatment chemicals and materials and supplies needed and the anticipated increase in the cost of outside services – other, outside services – maintenance, and employee training and development programs netted with an anticipated decrease in utilities. The table below summarizes differences between the adopted 2020 and 2019 Budgets for the primary categories of expenditures.

Personnel

Regular wages and benefits budgeted for 2020 are \$50,864,471, which is \$3,537,993 or 7.5 percent higher than the adopted 2019 Budget. This increase in wages and benefits is primarily attributable to budgeted wage increases, and the expected increase in the Metro District's contribution to the Defined Benefit Retirement Plan. The total budgeted in 2020 is 448.75 positions, an increase of 10.5 positions from the adopted 2019 Budget of 438.25. Detailed descriptions of the changes in positions for 2020 are included below.

Materials and Fuels

The adopted 2020 Budget for materials and fuels is \$7,707,610, which is \$534,948 or 7.5 percent higher than the adopted 2019 Budget. This is primarily due to increases in materials and supplies.

Materials and Supplies

The adopted 2020 Budget for materials and supplies is \$6,555,485, which is \$528,323 or 8.8 percent higher than the adopted 2019 Budget. The increase reflects anticipated increases in materials and supplies needed to maintain the increased number of assets under management and to support the solids processing building project.

Chemicals

The adopted 2020 Budget for all chemicals is \$8,746,100, which is \$654,980 or 8.1 percent higher than the adopted 2019 Budget. A number of changes to chemicals are reflected in the 2020 Budget.

Peracetic Acid

The adopted 2020 Budget for peracetic acid is \$2,000,000, which is \$400,000 or 25 percent higher than the adopted 2019 Budget. The increase reflects the switch from sodium hypochlorite to peracetic acid for disinfection in 2018 at the RWHTF.

Polymer

The adopted 2020 Budget for polymer is \$3,276,000, which is \$80,500 or 2.4 percent lower than the adopted 2019 Budget. The budget decrease is due to anticipated reduction in polymer use in the dewatering process netted with anticipated price increases for raw polymer.

Ferric Chloride

The adopted 2020 Budget for ferric chloride is \$590,800, which is \$221,700 or 27.3 percent lower than the adopted 2019 Budget. The decrease reflects the reduced need for ferric chloride in 2020 in anticipation of the AirPrex™ phosphorus recovery process starting mid-year.

Sodium Hypochlorite

The adopted 2020 Budget for sodium hypochlorite is \$104,000, which is \$104,000 higher than the adopted 2019 Budget. At the RWHTF, disinfection was switched to peracetic acid; however, Metro District staff determined sodium hypochlorite is needed in small quantities for biofilm control.

Magnesium Hydroxide

The adopted 2020 Budget for magnesium hydroxide is \$427,000, which is \$375,000 or 721.2 percent higher than the adopted 2019 Budget. The increase reflects the need to use magnesium hydroxide for the phosphorus recovery process starting mid-year at the RWHTF.

Farm Chemicals

The adopted 2020 Budget for Farm chemicals is \$2,000,000, which is \$89,880 or 4.7 percent higher than the adopted 2019 Budget. This increase is primarily due to the custom farming operations related to ongoing challenges with rye, cheat grass, and resistant kochia.

Utilities

The adopted 2020 Budget for all utilities is \$7,423,500, which is \$479,001 or 6.1 percent lower than the adopted 2019 Budget. This change is primarily due to decreases in electrical power.

Electrical Power

The adopted 2020 Budget for electrical power is \$6,280,000, which is \$525,501 or 7.7 percent lower than the adopted 2019 Budget. Electrical power consumption has been a focus for optimization at the RWHTF since 2018. The decrease reflected in the 2020 Budget is primarily due to this effort reducing consumption.

Outside Services

The adopted 2020 Budget for all outside services is \$10,092,943, which is \$962,954 or 10.5 percent higher than the adopted 2019 Budget. This increase is a result of additional costs associated in Outside Services – Other and in Other Services – Maintenance.

Outside Services – Other

The adopted 2020 Budget for Outside Services – Other is \$3,247,228, which is \$404,398 or 14.2 percent higher than the adopted 2019 Budget. This increase is primarily attributed to additional costs associated with the custom farming planting and harvesting activities.

Outside Services – Maintenance

The adopted 2020 Budget for Outside Services – Maintenance is \$4,061,515, which is \$488,883 or 13.7 percent higher than the adopted 2019 Budget. The adopted 2020 Budget for Outside Services – Maintenance reflects an increase in Information Technology (IT) maintenance contracts as well as increases in heating, ventilation, and air conditioning services contract and centrifuge rehabilitation activities.

Staffing

The following position changes are needed as a result of changes in the Metro District's operations. The adopted 2020 Budget includes a net addition of 10.5 staff from the adopted 2019 Budget, 1.5 of which are added in the revised 2019 Budget, as listed below.

Maintenance Department

In the adopted 2020 Budget, one Reliability Engineer and one Capital Project Coordinator were added to support capital projects and achieve reliability based on a revised planning and scheduling approach. In addition, one Technical Trainer was added to support the workload associated with the journeyman training program.

Operations Department

In the adopted 2020 Budget, two additional Operator Technicians were added to reduce unscheduled overtime and add depth in the Operations Department. In addition, one Operations Planner was added to support construction activities at the RWHTF.

Administrative Services Department

In the adopted 2020 Budget, one Control Systems Analyst was added to support the process control systems and one IT Business Analyst was added to continue to assist the Metro District in continuous improvement efforts.

About the District

The Metro District, a political entity authorized by the State of Colorado, was organized on May 15, 1961, for the purpose of constructing and operating a wastewater transmission and disposal system in the greater Denver metropolitan area. The District's original 20 municipal and special district members (Member Municipalities) collect wastewater and deliver it to the District's interceptor lines. An additional 27 municipalities and special districts (Special Connectors) that collect and deliver wastewater to the District's interceptor system have been added since the District's inception. The District treats an average of 133 million gallons per day (mgd) of wastewater for the Member Municipalities and Special Connectors at the RWHTF and the new Northern Treatment Plant (NTP). The NTP, located in Brighton, Colorado, began treating wastewater in October 2016. Most of the District's biosolids are land applied as a soil

amendment on more than 300 permitted sites, including the District's 52,000 acre METROGRO Farm.

The Metro District's service area totals approximately 715 square miles, located in all or part of six counties: Adams, Arapahoe, Denver, Douglas, Jefferson, and Weld. In 2018, the six-county area had an estimated total population of 3.3 million of which the Metro District estimates it serves an approximate population of 2 million.

Conclusion

Thank you for your time, attention, and guidance in preparing the Metro District's 2020 Adopted Operating Budget as this is a critical annual operating guidance document for the District. The preparation of the 2020 Adopted Operating Budget was made possible through the dedication and efforts of many staff members throughout the organization. The District is looking forward to working together to implement this budget and provide the best services possible to the Connectors of the District.

If you have any comments or questions, please contact Laura Cook, Budget Supervisor, at 303-286-3226 or by email lcook@mwr.dst.co.us.

2020 Budget Appropriation Summary

This budget sets forth the anticipated 2020 operations and maintenance expenses; the anticipated 2020 capital equipment and vehicle expenses greater than \$10,000 and less than or equal to \$250,000; the anticipated 2020 small project expenditures; and the 2020 debt service requirements on the 2009A&B Sewer Improvement Bonds and 2012A Sewer Improvement Bonds.

Adoption of the proposed 2020 Budget will require an appropriation resolution to be approved by the Board of Directors as follows:

OPERATIONS AND MAINTENANCE REVENUE FUND

Operations and Maintenance (O&M) Expenses	\$89,569,117
O&M Capital Outlay	<u>2,198,250</u>
Total O&M Expense Requirements	91,767,367

FIXED ASSET REPLACEMENT FUND

Fixed Asset Replacement Fund (FARF) Capital Outlay	<u>2,236,188</u>
----------------------------------------------------	------------------

Total O&M and FARF Expense Requirements \$94,003,555

DEBT SERVICE FUND

2009A&B Sewer Improvement Bonds – Principal	14,745,000
2009A&B Sewer Improvement Bonds – Interest	9,271,252
2012A Sewer Improvement Bonds – Principal	9,925,000
2012A Sewer Improvement Bonds – Interest	<u>14,073,075</u>

Total Debt Service Expenditure Requirements 48,014,327

SMALL PROJECT EXPENDITURES

General Fund	2,000,000
Fixed Asset Replacement Fund	<u>2,000,000</u>

Total Small Project Expenditures 4,000,000

TOTAL 2020 APPROPRIATION

\$146,017,882

**CHANGES IN TRUST FUND BALANCE
2019 and 2020**

Operations and Maintenance Revenue Fund

	2019		2020
	Budget	Revised	Adopted
BALANCE, January 1	\$ 22,023,806	23,023,806	23,941,842
Required Reserve	(1,000,000)	(1,000,000)	(1,000,000)
RECEIPTS:			
Annual Charges	132,137,389	132,137,389	135,440,824
Interest and Other Income	2,332,749	2,519,077	3,208,356
Land Application Income	114,000	150,000	210,000
TOTAL RECEIPTS	134,584,138	134,806,466	138,859,180
TOTAL AVAILABLE FOR DISBURSEMENT	155,607,944	156,830,272	161,801,022
DISBURSEMENTS:			
Operating Expenses	82,238,423	82,487,163	88,025,365
Operating Capital	252,700	482,750	2,198,250
TOTAL DISBURSEMENTS	82,491,123	82,969,913	90,223,615
TRANSFERS (TO)/FROM OTHER FUNDS:			
Debt Service Fund, Principal & Interest	(22,797,320)	(22,618,451)	(22,708,864)
General Fund	(31,665,913)	(33,663,254)	(29,365,313)
Debt Service Fund, Investment Income	149,837	150,298	300,540
General Fund, Investment Income	2,831,214	5,212,890	4,066,037
NET FUND TRANSFERS	(51,482,182)	(50,918,517)	(47,707,600)
REQUIRED RESERVE	1,000,000	1,000,000	1,000,000
BALANCE, December 31	\$ 22,634,639	23,941,842	24,869,807

Operations and Maintenance Revenue Fund

Revenues and Expenses 2018 Through 2020

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
OPERATING REVENUES				
Connector Annual Charges	\$ 129,546,460	132,137,389	132,137,389	135,440,824
Land Application Income	91,271	114,000	150,000	210,000
Farming Income	2,404,894	1,415,000	1,590,000	2,115,000
Other Income *	805,664	775,100	780,178	784,083
TOTAL OPERATING REVENUES	132,848,289	134,441,489	134,657,567	138,549,907
OPERATING EXPENSES **				
Maintenance Department	13,886,800	13,730,744	14,245,020	14,998,414
Operations Department	19,127,513	20,558,899	20,573,653	21,474,374
Resource Recovery & Reuse	13,185,537	14,508,015	14,121,882	15,278,272
Administrative Services	12,818,432	13,422,869	13,348,730	14,654,242
Engineering	5,434,020	5,749,772	5,489,588	5,875,120
Environmental Services	9,199,895	10,058,776	10,337,726	10,921,937
Human Resources	2,027,194	1,891,149	2,039,391	2,141,581
Office of the General Counsel	421,386	502,762	552,861	582,545
Office of the Manager	911,373	1,043,477	1,004,157	1,057,409
Strategy and Innovation	1,987,977	2,376,059	2,440,167	2,585,223
TOTAL OPERATING EXPENSES	79,000,127	83,842,522	84,153,175	89,569,117
OPERATING REVENUES OVER EXPENSES ***	53,848,162	50,598,967	50,504,392	48,980,790
NON-OPERATING REVENUES				
Interest	4,981,807	3,123,700	5,512,087	4,675,850
NON-OPERATING EXPENSES				
Capital****	180,259	252,700	482,750	2,198,250
REVENUES OVER EXPENSES	\$ 58,649,710	53,469,967	55,533,729	51,458,390

* Includes income from septic haulers and laboratory contract sampling

** The vacancy rate adjustment is included in budgeted operating expenses

*** Excludes any depreciation and/or amortization

**** Replacement equipment and vehicles \geq \$10,000 \leq \$250,000 are funded from the Fixed Asset Replacement Fund

**Calculation of Annual Charges
2018 Through 2020**

	2018 Adopted	2019 Adopted	2020 Adopted	2019-2020 Variance	
				Dollars	Percent
OPERATING EXPENSES *					
Maintenance	\$ 13,101,486	13,730,744	14,998,414	1,267,670	9.2%
Operations	19,775,994	20,558,899	21,474,374	915,475	4.5%
Resource Recovery & Reuse	13,680,535	14,508,015	15,278,272	770,257	5.3%
Administrative Services	12,143,569	13,422,869	14,654,242	1,231,373	9.2%
Engineering	5,394,015	5,749,772	5,875,120	125,348	2.2%
Environmental Services	9,376,061	10,058,776	10,921,937	863,161	8.6%
Human Resources	1,815,991	1,891,149	2,141,581	250,432	13.2%
Office of the General Counsel	518,729	502,762	582,545	79,783	15.9%
Office of the Manager	1,034,093	1,043,477	1,057,409	13,932	1.3%
Strategy and Innovation	2,390,697	2,376,059	2,585,223	209,164	8.8%
Subtotal	79,231,170	83,842,522	89,569,117	5,726,595	6.8%
Less Net Revenues over Expenses Adjustment	1,653,635	1,604,099	1,543,752	(60,347)	-3.8%
Total Operating Expenses **	77,577,535	82,238,423	88,025,365	5,786,942	7.0%
DEBT SERVICE					
Principal and Interest					
2009A&B Sewer Improvement Bonds	21,058,575	21,145,462	21,095,808	(49,654)	-0.2%
2012A Sewer Improvement Bonds	24,527,075	24,238,075	23,998,075	(240,000)	-1.0%
	45,585,650	45,383,537	45,093,883	(289,654)	-0.6%
Less Sewer Connection Charge Transfer	22,792,825	22,691,769	22,546,942	(144,827)	-0.6%
Total Debt Service	22,792,825	22,691,768	22,546,941	(144,827)	-0.6%
CAPITAL EXPENDITURES					
Appropriated O&M Fund	149,400	252,700	2,198,250	1,945,550	769.9%
Cash Flow Fund Requirements	33,981,966	32,382,298	30,455,200	(1,927,098)	-6.0%
Total Capital Expenditures	34,131,366	32,634,998	32,653,450	18,452	0.1%
OTHER REQUIREMENTS AND REVENUES					
General Fund Requirement	32,916,486	31,665,913	29,365,313	(2,300,600)	-7.3%
Investment and Other Income	(4,955,266)	(5,427,800)	(7,784,932)	(2,357,132)	43.4%
General Fund Transfer	(32,916,486)	(31,665,913)	(29,365,313)	2,300,600	-7.3%
Total Other Requirements & Revenues	(4,955,266)	(5,427,800)	(7,784,932)	(2,357,132)	43.4%
TOTAL ANNUAL CHARGES	\$ 129,546,460	132,137,389	135,440,824	3,303,435	2.50%
Percent Increase/(Decrease) in Annual Charges from prior years	2.00%	2.00%	2.50%		

* The vacancy rate is included in operating expenses

** Excludes depreciation and amortization

Metro Wastewater Reclamation District

Description of Operations

The Metro District’s mission is to protect the region’s health and environment by cleaning water and recovering resources. The primary responsibility is to provide wastewater transmission and treatment services to Member Municipalities and Special Connectors in compliance with federal, State, and county laws in the most efficient and cost-effective means possible. Recovering resources such as heat and energy that are used for the treatment facilities and nutrients in the form of an organic soil conditioner and fertilizer for agricultural use have proven to be cost-effective, sustainable strategies.

The Metro District 2019 Revised Budget increased by 0.4% compared to the 2019 Budget. The 2020 Budget is increasing by 6.8% compared to the 2019 Budget. This is due to an increase in staffing of 10.5 positions as well as a budgeted increase in chemicals, materials and supplies, and outside services.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 48,480,841	\$ 47,923,631	\$ (557,210)	\$ 52,110,353	\$ 3,629,512
Materials & Fuels	7,172,662	7,411,563	238,901	7,707,610	534,948
Chemicals	8,091,120	8,505,620	414,500	8,746,100	654,980
Utilities	7,902,501	7,355,750	(546,751)	7,423,500	(479,001)
Outside Services	9,129,989	9,648,958	518,969	10,092,943	962,954
Support Expenses	3,065,409	3,307,653	242,244	3,488,611	423,202
Total Administrative Services	\$ 83,842,522	\$ 84,153,175	\$ 310,653	\$ 89,569,117	\$ 5,726,595

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total District Staff	438.25	439.75	1.50	448.75	10.50

2018 Highlights

- ~2 million people served
- 715-square mile service area
- 60 connectors
- 38-member Board of Directors
- ~400 employees
- \$1.5 billion in assets
- 2 advanced treatment plants
- 1 dryland farm on Eastern Plains
- 53 years of regional wastewater treatment

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
5101 Regular Wages	\$ 43,338,694	\$ 47,326,478	\$ 33,793,887	\$ 35,722,193	\$ (11,604,285)	-24.5%
5103 Temporary Wages	39,455	112,000	112,000	115,500	3,500	3.1%
5104 On-Call Wages	321,239	220,000	251,000	260,000	40,000	18.2%
5105 Overtime Wages	1,087,371	747,663	787,823	800,382	52,719	7.1%
5106 Intern Wages	56,411	74,700	70,000	70,000	(4,700)	-6.3%
5109 Benefits	0	0	12,908,921	15,142,278	15,142,278	0.0%
Total PERSONNEL	44,843,170	48,480,841	47,923,631	52,110,353	3,629,512	7.5%
5213 Materials & Supplies	6,873,684	6,027,162	6,343,138	6,555,485	528,323	8.8%
5215 Tires & Tubes	75,363	212,000	171,000	194,000	(18,000)	-8.5%
5220 Uniforms	119,521	130,000	130,000	145,000	15,000	11.5%
5225 Gasoline	124,432	152,500	144,425	158,125	5,625	3.7%
5230 Diesel Fuel	700,465	651,000	623,000	655,000	4,000	0.6%
Total MATERIALS & FUELS	7,893,465	7,172,662	7,411,563	7,707,610	534,948	7.5%
5315 Liquid Oxygen	1,719	3,500	3,500	3,600	100	2.9%
5320 Ferric Chloride	562,373	812,500	568,000	590,800	(221,700)	-27.3%
5327 Polymer - Tertiary	0	11,000	0	0	(11,000)	-100.0%
5329 Polymer - Was	46,068	26,000	26,000	26,000	0	0.0%
5330 Polymer - Daf	432,732	496,000	575,000	650,000	154,000	31.0%
5332 Polymer - Dewatering	110,542	53,500	86,000	100,000	46,500	86.9%
5335 Polymer - Centrifuge	2,064,578	2,770,000	2,770,000	2,500,000	(270,000)	-9.7%
5338 Acetic Acid	111,042	41,500	41,500	43,200	1,700	4.1%
5339 Peracetic Acid	2,421,890	1,600,000	2,000,000	2,000,000	400,000	25.0%
5341 Sodium Bisulfite	301,641	140,000	250,000	150,000	10,000	7.1%
5342 Sodium Hypochlorite	73,073	0	100,000	104,000	104,000	0.0%
5345 Chlorine	0	1,500	0	0	(1,500)	-100.0%
5346 Herbicide/Pesticide	0	40,000	40,000	40,000	0	0.0%
5348 Farm Chemicals	2,024,042	1,910,120	1,910,120	2,000,000	89,880	4.7%
5351 Calcium Hydroxide	0	0	26,000	27,000	27,000	0.0%
5355 Mineral Oil	0	8,500	8,500	8,500	0	0.0%
5358 Alum	33,240	75,000	25,000	26,000	(49,000)	-65.3%
5360 Magnesium Hydroxide	34,888	52,000	26,000	27,000	(25,000)	-48.1%
5365 Scaling Inhibitor	0	50,000	50,000	50,000	0	0.0%
Total CHEMICALS	8,217,828	8,091,120	8,505,620	8,746,100	654,980	8.1%

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
5410 Natural Gas/Propane	537,731	587,000	588,250	613,500	26,500	4.5%
5411 Natural Gas - Suez	72,121	0	0	0	0	0.0%
5415 Potable Water	683,488	510,000	510,000	530,000	20,000	3.9%
5420 Electrical Power	5,824,320	6,805,501	6,257,500	6,280,000	(525,501)	-7.7%
Total UTILITIES	7,117,660	7,902,501	7,355,750	7,423,500	(479,001)	-6.1%
5515 Os - Audit	46,950	49,000	48,000	49,500	500	1.0%
5520 Os - Trustee	223,896	347,300	285,500	305,500	(41,800)	-12.0%
5525 Os - Legal	241,168	200,000	225,000	225,000	25,000	12.5%
5530 Os - Engineering	52,004	44,000	46,000	46,000	2,000	4.5%
5535 Os - Information Services	49,550	0	0	0	0	0.0%
5540 Os - Rental	36,070	137,000	136,000	157,500	20,500	15.0%
5549 Os - Other	2,343,055	2,842,830	3,143,130	3,247,228	404,398	14.2%
5550 Os - Suez	1,255,916	1,489,000	1,489,000	1,550,000	61,000	4.1%
5556 Os - Maintenance	3,502,352	3,572,632	3,843,128	4,061,515	488,883	13.7%
5560 Application Fees	240,521	283,900	266,900	284,400	500	0.2%
5565 Regulatory Fees	58,897	84,327	86,300	86,300	1,973	2.3%
5570 Directors Allowance	79,745	80,000	80,000	80,000	0	0.0%
Total OUTSIDE SERVICES	8,130,124	9,129,989	9,648,958	10,092,943	962,954	10.5%
5610 Memberships	212,384	245,269	236,442	247,927	2,658	1.1%
5615 Telecommunications	400,472	422,110	422,110	446,430	24,320	5.8%
5620 Postage & Freight	1,993	26,700	26,700	27,500	800	3.0%
5625 Printing & Advertising	27,955	40,500	50,000	50,000	9,500	23.5%
5630 Photo Expense	0	0	0	0	0	0.0%
5635 Copying Expense	125,520	132,000	132,000	132,000	0	0.0%
5645 Insurance	1,286,901	1,360,000	1,275,000	1,350,000	(10,000)	-0.7%
5655 Employee Tuition Reimbursement	31,936	40,000	35,000	35,000	(5,000)	-12.5%
5656 Employee Events	0	0	50,050	47,050	47,050	0.0%
5657 Health & Fitness	0	0	45,000	45,000	45,000	0.0%
5658 Recognition	0	0	70,700	90,000	90,000	0.0%
5659 District-Wide Training	0	0	35,000	35,000	35,000	0.0%
5660 Catering Services	21,934	22,000	22,000	22,000	0	0.0%
5665 Disadvantaged Business Enterprises	0	6,000	0	0	(6,000)	-100.0%
5685 Meetings & Conferences	365,285	442,659	450,729	486,807	44,148	10.0%
5686 Training & Development	269,196	288,644	402,395	421,691	133,047	46.1%
5687 Subscriptions/Publications	54,304	39,527	54,527	52,206	12,679	32.1%
5699 Interest Expense	0	0	0	0	0	0.0%
Total SUPPORT SERVICES	2,797,880	3,065,409	3,307,653	3,488,611	423,202	13.8%
Total DISTRICT	\$ 79,000,127	\$ 83,842,522	\$ 84,153,175	\$ 89,569,117	\$ 5,726,595	6.8%

METRO WASTEWATER RECLAMATION DISTRICT

OBJECT SUMMARY BY DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
MAINTENANCE						
PERSONNEL	\$ 8,024,484	\$ 8,998,840	\$ 8,951,120	\$ 9,850,514	\$ 851,674	9.5%
MATERIALS & FUELS	3,792,376	2,662,200	2,917,400	2,911,400	249,200	9.4%
CHEMICALS	0	50,000	50,000	50,000	0	0.0%
OUTSIDE SERVICES	1,985,948	1,966,004	2,219,000	2,079,000	112,996	5.7%
SUPPORT EXPENSES	83,992	53,700	107,500	107,500	53,800	100.2%
TOTAL MAINTENANCE	13,886,800	13,730,744	14,245,020	14,998,414	1,267,670	9.2%
OPERATIONS						
PERSONNEL	4,466,114	5,088,898	5,093,903	5,725,124	636,226	12.5%
MATERIALS & FUELS	169,971	155,000	155,000	150,400	(4,600)	-3.0%
CHEMICALS	6,193,786	6,091,000	6,505,500	6,656,100	565,100	9.3%
UTILITIES	6,964,205	7,638,501	7,178,000	7,231,000	(407,501)	-5.3%
OUTSIDE SERVICES	1,273,578	1,514,000	1,564,000	1,625,000	111,000	7.3%
SUPPORT EXPENSES	59,859	71,500	77,250	86,750	15,250	21.3%
TOTAL OPERATIONS	19,127,513	20,558,899	20,573,653	21,474,374	915,475	4.5%
RESOURCE RECOVERY AND REUSE						
PERSONNEL	7,520,434	7,587,216	7,442,137	8,011,699	424,483	5.6%
MATERIALS & FUELS	2,289,335	2,818,000	2,708,425	2,894,475	76,475	2.7%
CHEMICALS	2,024,042	1,950,120	1,950,120	2,040,000	89,880	4.6%
UTILITIES	153,455	264,000	177,750	192,500	(71,500)	-27.1%
OUTSIDE SERVICES	1,131,845	1,792,700	1,748,950	2,021,298	228,598	12.8%
SUPPORT EXPENSES	66,426	95,979	94,500	118,300	22,321	23.3%
TOTAL RESOURCE RECOVERY AND REUSE	13,185,537	14,508,015	14,121,882	15,278,272	770,257	5.3%
ADMINISTRATIVE SERVICES						
PERSONNEL	7,716,610	8,032,022	7,989,163	8,830,576	798,554	9.9%
MATERIALS & FUELS	646,964	606,650	623,750	668,100	61,450	10.1%
OUTSIDE SERVICES	2,476,609	2,605,319	2,622,469	2,925,988	320,669	12.3%
SUPPORT EXPENSES	1,978,249	2,178,878	2,113,348	2,229,578	50,700	2.3%
TOTAL ADMINISTRATIVE SERVICES	12,818,432	13,422,869	13,348,730	14,654,242	1,231,373	9.2%

METRO WASTEWATER RECLAMATION DISTRICT
OBJECT SUMMARY BY DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
ENGINEERING						
PERSONNEL	5,294,316	5,643,772	5,370,088	5,749,620	105,848	1.9%
MATERIALS & FUELS	23,867	10,000	10,000	12,000	2,000	20.0%
OUTSIDE SERVICES	69,346	56,000	57,000	58,000	2,000	3.6%
SUPPORT EXPENSES	46,491	40,000	52,500	55,500	15,500	38.8%
TOTAL ENGINEERING	5,434,020	5,749,772	5,489,588	5,875,120	125,348	2.2%
ENVIRONMENTAL SERVICES						
PERSONNEL	7,678,491	8,500,724	8,450,119	9,011,262	510,538	6.0%
MATERIALS & FUELS	853,751	817,116	911,288	968,535	151,419	18.5%
OUTSIDE SERVICES	557,288	604,466	821,039	792,157	187,691	31.1%
SUPPORT EXPENSES	110,365	136,470	155,280	149,983	13,513	9.9%
TOTAL ENVIRONMENTAL SERVICES	9,199,895	10,058,776	10,337,726	10,921,937	863,161	8.6%
HUMAN RESOURCES						
PERSONNEL	1,541,329	1,484,571	1,406,041	1,499,931	15,360	1.0%
MATERIALS & FUELS	85,297	73,496	56,500	73,500	4	0.0%
OUTSIDE SERVICES	230,695	206,500	206,500	181,500	(25,000)	-12.1%
SUPPORT EXPENSES	169,873	126,582	370,350	386,650	260,068	205.5%
TOTAL HUMAN RESOURCES	2,027,194	1,891,149	2,039,391	2,141,581	250,432	13.2%
OFFICE OF THE GENERAL COUNSEL						
PERSONNEL	249,942	372,462	421,586	449,770	77,308	20.8%
MATERIALS & FUELS	2,091	200	200	200	0	0.0%
OUTSIDE SERVICES	148,867	100,000	100,000	100,000	0	0.0%
SUPPORT EXPENSES	20,486	30,100	31,075	32,575	2,475	8.2%
TOTAL OFFICE OF THE GENERAL COUNSEL	421,386	502,762	552,861	582,545	79,783	15.9%
OFFICE OF THE MANAGER						
PERSONNEL	472,453	564,277	558,707	596,034	31,757	5.6%
MATERIALS & FUELS	16,232	6,000	5,000	5,000	(1,000)	-16.7%
OUTSIDE SERVICES	200,939	180,000	180,000	180,000	0	0.0%
SUPPORT EXPENSES	221,749	293,200	260,450	276,375	(16,825)	-5.7%
TOTAL OFFICE OF THE MANAGER	911,373	1,043,477	1,004,157	1,057,409	13,932	1.3%

METRO WASTEWATER RECLAMATION DISTRICT

OBJECT SUMMARY BY DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance *** Dollars Percent
STRATEGY & INNOVATION					
PERSONNEL	1,878,997	2,208,059	2,240,767	2,385,823	177,764 8.1%
MATERIALS & FUELS	13,582	24,000	24,000	24,000	0 0.0%
OUTSIDE SERVICES	55,009	105,000	130,000	130,000	25,000 23.8%
SUPPORT EXPENSES	40,389	39,000	45,400	45,400	6,400 16.4%
TOTAL STRATEGY & INNOVATION	1,987,977	2,376,059	2,440,167	2,585,223	209,164 8.8%
TOTAL DISTRICT	\$ 79,000,127	\$ 83,842,522	\$ 84,153,175	\$ 89,569,117	\$ 5,726,595 6.8%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
TRANSMISSION OF WASTEWATER						
<i>LIFT STATIONS</i>						
PERSONNEL	49,167	64,073	54,054	58,148	(5,925)	-9.2%
MATERIALS & FUELS	3,036	9,450	9,450	50,000	40,550	429.1%
UTILITIES	96,946	173,000	109,500	119,500	(53,500)	-30.9%
Subtotal	149,149	246,523	173,004	227,648	(18,875)	-7.7%
<i>ANNUAL CHARGES MTRNG/SMPPLNG</i>						
PERSONNEL	151,993	305,653	298,943	315,930	10,277	3.4%
MATERIALS & FUELS	60,231	45,100	45,100	26,000	(19,100)	-42.4%
UTILITIES	26,662	45,000	9,000	26,000	(19,000)	-42.2%
OUTSIDE SERVICES	11,865	28,750	28,750	30,000	1,250	4.3%
Subtotal	250,751	424,503	381,793	397,930	(26,573)	-6.3%
<i>PLANT METERING/SAMPLING</i>						
PERSONNEL	57,215	31,848	33,334	38,582	6,734	21.1%
MATERIALS & FUELS	16,705	24,320	24,320	26,000	1,680	6.9%
Subtotal	73,920	56,168	57,654	64,582	8,414	15.0%
<i>INDSTR L WASTE MTRNG/SMPPLNG</i>						
PERSONNEL	55,826	141,572	143,241	153,498	11,926	8.4%
MATERIALS & FUELS	3,606	24,320	24,320	11,000	(13,320)	-54.8%
Subtotal	59,432	165,892	167,561	164,498	(1,394)	-0.8%
<i>OTHER METERING/SAMPLING</i>						
PERSONNEL	36,184	44,661	47,329	51,553	6,892	15.4%
MATERIALS & FUELS	1,228	11,550	11,550	195,000	183,450	1588.3%
Subtotal	37,412	56,211	58,879	246,553	190,342	338.6%
<i>INTERCEPTORS</i>						
PERSONNEL	947,513	921,361	897,182	956,887	35,526	3.9%
MATERIALS & FUELS	301,549	172,150	172,150	17,000	(155,150)	-90.1%
UTILITIES	11,708	10,000	23,500	8,500	(1,500)	-15.0%
OUTSIDE SERVICES	132	8,250	8,250	8,250	-	0.0%
SUPPORT SERVICES	13,360	-	11,630	15,612	15,612	0.0%
Subtotal	1,274,262	1,111,761	1,112,712	1,006,249	(105,512)	-9.5%
TOTAL TRANSMISSION OF WASTEWATER						
	1,844,926	2,061,058	1,951,603	2,107,460	46,402	2.3%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
RWHTF TREATMENT OF WASTEWATER						
<i>NORTH PRIMARY</i>						
PERSONNEL	537,287	588,004	589,428	629,750	41,746	7.1%
MATERIALS & FUELS	223,754	255,000	250,000	250,000	(5,000)	-2.0%
UTILITIES	67,675	255,064	250,000	250,000	(5,064)	-2.0%
OUTSIDE SERVICES	42,463	37,000	37,000	37,000	-	0.0%
Subtotal	871,179	1,135,068	1,126,428	1,166,750	31,682	2.8%
<i>SOUTH PRIMARY</i>						
PERSONNEL	233,281	496,393	497,703	526,683	30,290	6.1%
MATERIALS & FUELS	35,420	59,000	58,000	58,000	(1,000)	-1.7%
UTILITIES	68,309	73,576	70,000	70,000	(3,576)	-4.9%
OUTSIDE SERVICES	21,573	22,000	22,000	22,000	-	0.0%
Subtotal	358,583	650,969	647,703	676,683	25,714	4.0%
<i>NORTH SECONDARY</i>						
PERSONNEL	689,704	827,661	810,134	862,122	34,461	4.2%
MATERIALS & FUELS	325,954	218,300	237,300	237,300	19,000	8.7%
UTILITIES	1,461,296	1,347,918	1,300,000	1,300,000	(47,918)	-3.6%
OUTSIDE SERVICES	196,895	23,000	23,000	23,000	-	0.0%
Subtotal	2,673,849	2,416,879	2,370,434	2,422,422	5,543	0.2%
<i>SOUTH SECONDARY</i>						
PERSONNEL	502,400	802,878	773,386	828,134	25,256	3.1%
MATERIALS & FUELS	195,075	125,000	150,000	150,000	25,000	20.0%
UTILITIES	1,740,991	1,238,044	1,100,000	1,100,000	(138,044)	-11.2%
OUTSIDE SERVICES	1,862	22,004	4,000	4,000	(18,004)	-81.8%
Subtotal	2,440,328	2,187,926	2,027,386	2,082,134	(105,792)	-4.8%
<i>DISINFECTION</i>						
PERSONNEL	209,962	246,759	238,405	258,362	11,603	4.7%
MATERIALS & FUELS	102,341	108,200	108,200	108,200	-	0.0%
CHEMICALS	2,796,604	1,740,000	2,350,000	2,254,000	514,000	29.5%
UTILITIES	191,076	73,576	70,000	70,000	(3,576)	-4.9%
OUTSIDE SERVICES	18,892	11,000	16,000	16,000	5,000	45.5%
Subtotal	3,318,875	2,179,535	2,782,605	2,706,562	527,027	24.2%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>GREASE PROCESSING</i>						
PERSONNEL	55,290	138,582	132,146	140,105	1,523	1.1%
MATERIALS & FUELS	1,012	55,500	55,500	55,500	-	0.0%
UTILITIES	-	92,000	100,000	108,000	16,000	17.4%
OUTSIDE SERVICES	-	6,500	2,000	7,000	500	7.7%
Subtotal	56,302	292,582	289,646	310,605	18,023	6.2%
<i>SUPPORT</i>						
PERSONNEL	5,374,998	4,193,618	4,515,937	5,244,437	1,050,819	25.1%
MATERIALS & FUELS	174,864	129,000	158,000	162,000	33,000	25.6%
UTILITIES	1,108,908	2,159,020	2,042,000	2,028,000	(131,020)	-6.1%
OUTSIDE SERVICES	1,566	8,000	8,000	8,000	-	0.0%
SUPPORT SERVICES	99,025	77,700	113,500	120,000	42,300	54.4%
Subtotal	6,759,361	6,567,338	6,837,437	7,562,437	995,099	15.2%
<i>PROCESS CONTROL OPS</i>						
PERSONNEL	224,529	505,217	470,432	501,870	(3,347)	-0.7%
MATERIALS & FUELS	-	5,000	5,000	5,000	-	0.0%
Subtotal	224,529	510,217	475,432	506,870	(3,347)	-0.7%
TOTAL RWHTF TREATMENT OF WASTEWATER	16,703,006	15,940,514	16,557,071	17,434,463	1,493,949	9.4%
<i>RWHTF PROCESSING OF SOLIDS</i>						
<i>DISSOLVED AIR FLOTATION</i>						
PERSONNEL	195,589	346,789	334,026	353,325	6,536	1.9%
MATERIALS & FUELS	35,657	43,500	43,500	43,500	-	0.0%
CHEMICALS	432,732	496,000	575,000	650,000	154,000	31.0%
UTILITIES	226,116	146,172	140,000	140,000	(6,172)	-4.2%
OUTSIDE SERVICES	965	3,000	3,000	3,000	-	0.0%
Subtotal	891,059	1,035,461	1,095,526	1,189,825	154,364	14.9%
<i>ANAEROBIC DIGESTION</i>						
PERSONNEL	616,870	802,496	790,517	841,444	38,948	4.9%
MATERIALS & FUELS	553,471	348,500	418,500	418,500	70,000	20.1%
CHEMICALS	-	440,000	300,000	710,000	270,000	61.4%
UTILITIES	311,741	274,470	280,000	280,000	5,530	2.0%
OUTSIDE SERVICES	7,166	38,000	20,000	20,000	(18,000)	-47.4%
Subtotal	1,489,248	1,903,466	1,809,017	2,269,944	366,478	19.3%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>COGENERATION</i>						
PERSONNEL	66,514	48,742	44,871	52,429	3,687	7.6%
MATERIALS & FUELS	13,573	50,000	22,000	22,000	(28,000)	-56.0%
UTILITIES	(877)	-	-	-	-	0.0%
OUTSIDE SERVICES	1,265,455	1,498,000	1,498,000	1,559,000	61,000	4.1%
Subtotal	1,344,665	1,596,742	1,564,871	1,633,429	36,687	2.3%
<i>CENTRIFUGATION</i>						
PERSONNEL	557,746	1,011,982	924,170	989,832	(22,150)	-2.2%
MATERIALS & FUELS	433,773	302,000	317,000	317,000	15,000	5.0%
CHEMICALS	2,572,781	3,168,500	3,028,500	2,768,500	(400,000)	-12.6%
UTILITIES	381,101	327,660	330,000	330,000	2,340	0.7%
OUTSIDE SERVICES	4,885	142,000	302,000	157,000	15,000	10.6%
Subtotal	3,950,286	4,952,142	4,901,670	4,562,332	(389,810)	-7.9%
TOTAL RWHTF PROCESSING OF SOLIDS	7,675,258	9,487,811	9,371,084	9,655,530	167,719	1.8%
<i>RWHTF RECYCLING OF SOLIDS</i>						
LANDFILL DISPOSAL	-	-	20,100	-	-	0.0%
OUTSIDE SERVICES	-	-	20,100	-	-	0.0%
Subtotal						
<i>METROGRO AG TRANSPORT</i>						
PERSONNEL	1,251,819	938,667	929,239	990,549	51,882	5.5%
MATERIALS & FUELS	585,695	563,000	537,000	579,000	16,000	2.8%
OUTSIDE SERVICES	13,440	24,600	17,350	20,000	(4,600)	-18.7%
Subtotal	1,850,954	1,526,267	1,483,589	1,589,549	63,282	4.1%
<i>METROGRO Farm AG TRANSPORT</i>						
PERSONNEL	254,251	497,782	483,582	520,433	22,651	4.6%
MATERIALS & FUELS	54,636	318,000	144,500	161,750	(156,250)	-49.1%
OUTSIDE SERVICES	5,128	11,200	11,200	14,000	2,800	25.0%
Subtotal	314,015	826,982	639,282	696,183	(130,799)	-15.8%
<i>METROGRO AG DISTRIBUTION</i>						
PERSONNEL	903,400	943,811	934,759	1,024,259	80,448	8.5%
MATERIALS & FUELS	524,661	364,500	490,500	490,000	125,500	34.4%
OUTSIDE SERVICES	80,858	156,150	142,150	157,648	1,498	1.0%
Subtotal	1,508,918	1,464,461	1,567,409	1,671,907	207,446	14.2%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>METROGRO Farm AG DISTRIBUTION</i>						
PERSONNEL	247,172	595,801	579,759	636,192	40,391	6.8%
MATERIALS & FUELS	44,943	152,000	105,000	114,000	(38,000)	-25.0%
OUTSIDE SERVICES	31,137	51,250	47,750	50,250	(1,000)	-2.0%
Subtotal	323,252	799,051	732,509	800,442	1,391	0.2%
<i>RECYCLE SUPPORT</i>						
PERSONNEL	21,110	14,703	13,491	14,365	(338)	-2.3%
MATERIALS & FUELS	6,602	7,200	7,200	7,200	-	0.0%
OUTSIDE SERVICES	557	3,000	3,000	3,000	-	0.0%
Subtotal	28,269	24,903	23,691	24,565	(338)	-1.4%
<i>METROGRO FARM ACTIVITIES</i>						
PERSONNEL	686,974	818,609	788,943	851,992	33,383	4.1%
MATERIALS & FUELS	291,428	721,000	711,000	755,000	34,000	4.7%
CHEMICALS	2,024,042	1,950,120	1,950,120	2,040,000	89,880	4.6%
UTILITIES	15,091	31,750	31,750	34,250	2,500	7.9%
OUTSIDE SERVICES	890,688	1,423,350	1,403,250	1,566,650	143,300	10.1%
Subtotal	3,908,223	4,944,829	4,885,063	5,247,892	303,063	6.1%
<i>STROMO COMPOSTING TRANSPORT</i>						
PERSONNEL	256	-	-	-	-	0.0%
OUTSIDE SERVICES	48,740	-	-	-	-	0.0%
Subtotal	48,996	-	-	-	-	0.0%
<i>BUILDING SUPPORT</i>						
PERSONNEL	851,047	71,631	72,288	77,315	5,684	7.9%
MATERIALS & FUELS	26,719	7,000	12,000	15,000	8,000	114.3%
UTILITIES	3,049	4,250	4,000	4,250	-	0.0%
OUTSIDE SERVICES	38,123	48,200	13,200	14,700	(33,500)	-69.5%
SUPPORT SERVICES	412	-	-	-	-	0.0%
Subtotal	919,350	131,081	101,488	111,265	(19,816)	-15.1%
TOTAL RWHTF RECYCLING OF SOLIDS	8,901,978	9,717,574	9,453,131	10,141,803	424,229	4.4%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
NTP TREATMENT OF WASTEWATER						
<i>HEADWORKS</i>						
PERSONNEL	70,557	109,920	101,622	107,615	(2,305)	-2.1%
MATERIALS & FUELS	35,106	8,090	20,090	20,090	12,000	148.3%
UTILITIES	-	129,407	113,000	123,000	(6,407)	-5.0%
OUTSIDE SERVICES	5,793	4,500	4,500	4,500	-	0.0%
Subtotal	111,456	251,917	239,212	255,205	3,288	1.3%
<i>PRIMARY TREATMENT</i>						
PERSONNEL	126,224	84,136	78,690	83,159	(977)	-1.2%
MATERIALS & FUELS	15,241	19,090	20,090	20,090	1,000	5.2%
UTILITIES	-	36,613	28,000	28,000	(8,613)	-23.5%
OUTSIDE SERVICES	-	500	500	500	-	0.0%
Subtotal	141,465	140,339	127,280	131,749	(8,590)	-6.1%
<i>SECONDARY TREATMENT</i>						
PERSONNEL	132,775	92,105	84,677	89,525	(2,580)	-2.8%
MATERIALS & FUELS	58,378	19,090	34,290	34,290	15,200	79.6%
CHEMICALS	111,042	41,500	41,500	43,200	1,700	4.1%
UTILITIES	-	318,587	278,000	288,000	(30,587)	-9.6%
OUTSIDE SERVICES	170	500	500	500	-	0.0%
Subtotal	302,365	471,782	438,967	455,515	(16,267)	-3.4%
<i>TERTIARY TREATMENT</i>						
PERSONNEL	102,446	82,569	77,855	82,725	156	0.2%
MATERIALS & FUELS	12,436	6,090	10,590	10,590	4,500	73.9%
CHEMICALS	33,240	86,000	25,000	26,000	(60,000)	-69.8%
UTILITIES	-	206,544	183,000	193,000	(13,544)	-6.6%
OUTSIDE SERVICES	245	500	500	500	-	0.0%
Subtotal	148,367	381,703	296,945	312,815	(68,888)	-18.0%
<i>DISINFECTION & EFFLUENT TRANSFER</i>						
PERSONNEL	80,895	82,535	75,888	80,662	(1,873)	-2.3%
MATERIALS & FUELS	13,442	6,590	7,090	7,090	500	7.6%
CHEMICALS	1,719	5,000	3,500	3,600	(1,400)	-28.0%
UTILITIES	-	124,379	123,000	123,000	(1,379)	-1.1%
OUTSIDE SERVICES	-	500	500	500	-	0.0%
Subtotal	96,056	219,004	209,978	214,852	(4,152)	-1.9%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
PROCESS MAINTENANCE - EQUIPMENT						
PERSONNEL	7,907	14,276	14,037	14,652	376	2.6%
MATERIALS & FUELS	43,749	18,000	22,000	22,000	4,000	22.2%
OUTSIDE SERVICES	15,907	500	3,000	3,000	2,500	500.0%
Subtotal	67,563	32,776	39,037	39,652	6,876	21.0%
PROCESS CONTROL OPS						
PERSONNEL	43,002	98,976	96,255	102,666	3,690	3.7%
MATERIALS & FUELS	1,887	5,000	5,000	2,500	(2,500)	-50.0%
Subtotal	44,889	103,976	101,255	105,166	1,190	1.1%
TOTAL NTP TREATMENT OF WASTEWATER						
	912,161	1,601,497	1,452,674	1,514,954	(86,543)	-5.4%
NTP PROCESSING OF SOLIDS						
GRAVITY THICKENING						
PERSONNEL	83,577	88,827	85,394	85,270	(3,557)	-4.0%
MATERIALS & FUELS	41,136	6,090	10,090	10,090	4,000	65.7%
UTILITIES	-	27,276	23,000	23,000	(4,276)	-15.7%
OUTSIDE SERVICES	-	500	500	500	-	0.0%
Subtotal	124,713	122,693	118,984	118,860	(3,833)	-3.1%
WAS THICKENING						
PERSONNEL	70,830	67,377	64,776	68,335	958	1.4%
MATERIALS & FUELS	27,154	7,090	13,090	7,090	-	0.0%
CHEMICALS	46,068	26,000	26,000	26,000	-	0.0%
UTILITIES	-	18,298	13,000	13,000	(5,298)	-29.0%
OUTSIDE SERVICES	-	500	500	500	-	0.0%
Subtotal	144,052	119,265	117,366	114,925	(4,340)	-3.6%
ANAEROBIC DIGESTION						
PERSONNEL	85,577	80,126	78,144	82,544	2,418	3.0%
MATERIALS & FUELS	71,960	8,090	16,590	16,590	8,500	105.1%
CHEMICALS	35,556	55,500	64,000	66,800	11,300	20.4%
UTILITIES	-	173,290	163,000	173,000	(290)	-0.2%
OUTSIDE SERVICES	-	500	500	500	-	0.0%
Subtotal	193,093	317,506	322,234	339,434	21,928	6.9%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>DIGESTED SOLIDS DEWATERING</i>						
PERSONNEL	78,720	132,672	126,200	133,822	1,150	0.9%
MATERIALS & FUELS	52,142	9,590	11,090	11,090	1,500	15.6%
CHEMICALS	164,045	82,500	142,000	158,000	75,500	91.5%
UTILITIES	-	23,145	13,000	13,000	(10,145)	-43.8%
OUTSIDE SERVICES	1,047	500	500	500	-	0.0%
Subtotal	295,954	248,407	292,790	316,412	68,005	27.4%
<i>COGENERATION</i>						
PERSONNEL	57,762	82,126	77,608	82,067	(59)	-0.1%
MATERIALS & FUELS	16,411	5,590	12,590	12,590	7,000	125.2%
UTILITIES	-	97,557	95,000	95,000	(2,557)	-2.6%
OUTSIDE SERVICES	-	500	30,500	30,500	30,000	6000.0%
Subtotal	74,173	185,773	215,698	220,157	34,384	18.5%
TOTAL NTP PROCESSING OF SOLIDS						
	831,985	993,644	1,067,072	1,109,788	116,144	11.7%
<i>NTP RECYCLING OF SOLIDS</i>						
<i>METROGRO Farm AG TRANSPORT</i>						
PERSONNEL	12,907	95,138	96,095	98,221	3,083	3.2%
MATERIALS & FUELS	4,541	-	-	1,000	1,000	0.0%
OUTSIDE SERVICES	-	-	1,200	1,200	1,200	0.0%
Subtotal	17,448	95,138	97,295	100,421	5,283	5.6%
<i>METROGRO Farm AG DISTRIBUTION</i>						
PERSONNEL	3,371	102,312	103,263	105,873	3,561	3.5%
MATERIALS & FUELS	4,662	-	-	1,000	1,000	0.0%
Subtotal	8,033	102,312	103,263	106,873	4,561	4.5%
<i>PRIVATE COMPOSTER</i>						
PERSONNEL	16,445	-	-	-	-	0.0%
Subtotal	16,445	-	-	-	-	0.0%
<i>NTP SUPPORT</i>						
PERSONNEL	4,916	129,506	128,082	143,825	14,319	11.1%
MATERIALS & FUELS	32,855	5,000	40,000	45,000	40,000	800.0%
Subtotal	37,771	134,506	168,082	188,825	54,319	40.4%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>DISTRICT VEHICLES (NTP)</i>						
PERSONNEL	14,932	113,366	113,534	121,027	7,661	6.8%
MATERIALS & FUELS	13,059	10,000	14,000	17,000	7,000	70.0%
Subtotal	27,991	123,366	127,534	138,027	14,661	11.9%
TOTAL NTP RECYCLING OF SOLIDS	107,688	455,322	496,174	534,146	78,824	17.3%
<i>TECHNICAL MANAGEMENT SUPPORT</i>						
<i>TRANS MANAGEMENT</i>						
PERSONNEL	751,604	785,289	805,277	861,580	76,291	9.7%
MATERIALS & FUELS	-	-	-	9,750	9,750	0.0%
SUPPORT SERVICES	3,060	26,729	15,720	17,488	(9,241)	-34.6%
Subtotal	754,664	812,018	820,997	888,818	76,800	9.5%
<i>RWHTF MANAGEMENT</i>						
PERSONNEL	260,612	257,913	255,036	272,078	14,165	5.5%
MATERIALS & FUELS	1,326	500	500	500	-	0.0%
OUTSIDE SERVICES	825	40,000	40,000	40,000	-	0.0%
SUPPORT SERVICES	3,563	7,000	7,000	7,000	-	0.0%
Subtotal	266,326	305,413	302,536	319,578	14,165	4.6%
<i>NTP MANAGEMENT</i>						
PERSONNEL	429,964	213,956	260,058	322,653	108,697	50.8%
MATERIALS & FUELS	15,216	16,000	16,000	16,000	-	0.0%
OUTSIDE SERVICES	10,506	25,000	75,000	75,000	50,000	200.0%
SUPPORT SERVICES	24,989	13,000	19,000	18,000	5,000	38.5%
Subtotal	480,675	267,956	370,058	431,653	163,697	61.1%
<i>GROUPS</i>						
PERSONNEL	317,932	369,478	372,020	390,542	21,064	5.7%
MATERIALS & FUELS	71,095	82,810	82,810	71,000	(11,810)	-14.3%
OUTSIDE SERVICES	92,260	100,000	90,000	90,000	(10,000)	-10.0%
Subtotal	481,287	552,288	544,830	551,542	(746)	-0.1%
<i>GROUPS & SUPPORT BLDGS</i>						
PERSONNEL	248,822	359,882	347,612	368,707	8,825	2.5%
MATERIALS & FUELS	177,120	60,000	67,000	67,000	7,000	11.7%
OUTSIDE SERVICES	459,332	357,000	445,000	445,000	88,000	24.6%
SUPPORT SERVICES	4,421	2,000	20,000	20,000	18,000	900.0%
Subtotal	889,695	778,882	879,612	900,707	121,825	15.6%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>EQUIPMENT</i>						
PERSONNEL	50,253	87,005	91,434	101,501	14,496	16.7%
MATERIALS & FUELS	237,739	187,300	227,300	221,000	33,700	18.0%
OUTSIDE SERVICES	60,597	27,000	42,000	42,000	15,000	55.6%
Subtotal	348,589	301,305	360,734	364,501	63,196	21.0%
<i>SUPPORT TO FACILITIES</i>						
PERSONNEL	384,228	627,186	640,506	686,684	59,498	9.5%
MATERIALS & FUELS	767,073	535,000	545,000	545,000	10,000	1.9%
OUTSIDE SERVICES	1,042,848	1,043,000	1,076,000	1,076,000	33,000	3.2%
Subtotal	2,194,149	2,205,186	2,261,506	2,307,684	102,498	4.6%
<i>SPRT TO TRANSMISSION</i>						
PERSONNEL	192,030	381,541	379,034	399,851	18,310	4.8%
MATERIALS & FUELS	145,244	125,000	135,000	135,000	10,000	8.0%
OUTSIDE SERVICES	900	65,000	35,000	35,000	(30,000)	-46.2%
Subtotal	338,174	571,541	549,034	569,851	(1,690)	-0.3%
<i>RR&R MANAGEMENT</i>						
PERSONNEL	656,082	428,827	385,915	411,603	(17,224)	-4.0%
MATERIALS & FUELS	8,013	7,500	7,500	8,850	1,350	18.0%
OUTSIDE SERVICES	6,290	8,050	7,850	8,200	150	1.9%
SUPPORT SERVICES	49,594	69,250	67,150	85,200	15,950	23.0%
Subtotal	719,979	513,627	468,415	513,853	226	0.0%
<i>SUPPORT</i>						
PERSONNEL	161,204	313,247	275,430	290,630	(22,617)	-7.2%
MATERIALS & FUELS	39,348	9,100	9,100	3,000	(6,100)	-67.0%
UTILITIES	1,261,054	495,905	464,000	483,000	(12,905)	-2.6%
OUTSIDE SERVICES	6,818	-	-	-	-	0.0%
SUPPORT SERVICES	11,852	25,500	25,250	29,250	3,750	14.7%
Subtotal	1,480,276	843,752	773,780	805,880	(37,872)	-4.5%
<i>SPRT TO PROCESS CONTROL</i>						
PERSONNEL	242,705	539,667	432,896	594,763	55,096	10.2%
MATERIALS & FUELS	22,646	-	-	-	-	0.0%
UTILITIES	146,816	-	-	-	-	0.0%
Subtotal	412,167	539,667	432,896	594,763	55,096	10.2%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
		Dollars	Dollars	Dollars	Dollars	Percent
<i>DISTRICT VEHICLES</i>						
PERSONNEL	544,653	455,703	442,523	486,561	30,858	6.8%
MATERIALS & FUELS	306,771	360,000	336,925	367,125	7,125	2.0%
OUTSIDE SERVICES	5,445	32,900	47,900	150,400	117,500	357.1%
Subtotal	856,869	848,603	827,348	1,004,086	155,483	18.3%
<i>ANALYTICAL SERVICES MANAGEMENT</i>						
PERSONNEL	429,697	271,558	271,801	289,966	18,408	6.8%
MATERIALS & FUELS	93,533	147,588	188,657	200,556	52,968	35.9%
OUTSIDE SERVICES	272,306	271,189	471,189	442,307	171,118	63.1%
SUPPORT SERVICES	52,246	55,020	67,480	65,283	10,263	18.7%
Subtotal	847,782	745,355	999,127	998,112	252,757	33.9%
<i>ANALYTICAL SVCS SPRT TO TRTMNT</i>						
PERSONNEL	1,531,180	1,932,416	1,900,767	2,026,625	94,209	4.9%
MATERIALS & FUELS	167,584	136,940	143,812	154,598	17,658	12.9%
OUTSIDE SERVICES	9,250	-	-	-	-	0.0%
Subtotal	1,708,014	2,069,356	2,044,579	2,181,223	111,867	5.4%
<i>ANALYTICAL SVCS STREAM MONITORING</i>						
PERSONNEL	696,443	480,369	478,876	510,356	29,987	6.2%
MATERIALS & FUELS	68,326	62,273	66,943	71,964	9,691	15.6%
OUTSIDE SERVICES	13	-	-	-	-	0.0%
Subtotal	764,782	542,642	545,819	582,320	39,678	7.3%
<i>ANALYTICAL SVCS SPRT TO SLDS PRCSNG</i>						
PERSONNEL	90,184	432,629	433,299	461,927	29,298	6.8%
MATERIALS & FUELS	1,672	32,362	34,789	37,398	5,036	15.6%
OUTSIDE SERVICES	10	-	-	-	-	0.0%
Subtotal	91,866	464,991	468,088	499,325	34,334	7.4%
<i>ANALYTICAL SVCS SPRT SLDS RCYCLNG</i>						
PERSONNEL	129,696	487,700	502,877	536,070	48,370	9.9%
MATERIALS & FUELS	11,217	23,339	25,089	26,971	3,632	15.6%
OUTSIDE SERVICES	2,084	-	-	-	-	0.0%
Subtotal	142,997	511,039	527,966	563,041	52,002	10.2%
<i>ANALYTICAL SVCS ANN CHRGS ANALYSIS</i>						
PERSONNEL	644,391	366,846	360,141	383,873	17,027	4.6%
MATERIALS & FUELS	70,091	113,808	122,344	131,520	17,712	15.6%
Subtotal	714,482	480,654	482,485	515,393	34,739	7.2%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
ANALYTICAL SVCS INDSTRL WASTE CTRL						
PERSONNEL	325,984	744,338	764,263	814,721	70,383	9.5%
MATERIALS & FUELS	129,664	126,317	135,791	145,975	19,658	15.6%
OUTSIDE SERVICES	13,269	-	-	-	-	0.0%
Subtotal	468,917	870,655	900,054	960,696	90,041	10.3%
ANALYTICAL SVCS SPECIAL SVCS						
PERSONNEL	652,515	300,772	315,639	336,589	35,817	11.9%
MATERIALS & FUELS	283,803	144,989	155,863	167,553	22,564	15.6%
OUTSIDE SERVICES	10,084	-	-	-	-	0.0%
Subtotal	946,402	445,761	471,502	504,142	58,381	13.1%
ENGINEERING MANAGEMENT						
PERSONNEL	2,453,333	3,741,666	3,637,520	3,770,559	28,893	0.8%
MATERIALS & FUELS	23,867	10,000	10,000	12,000	2,000	20.0%
OUTSIDE SERVICES	69,346	56,000	57,000	58,000	2,000	3.6%
SUPPORT SERVICES	46,491	40,000	52,500	55,500	15,500	38.8%
Subtotal	2,593,037	3,847,666	3,757,020	3,896,059	48,393	1.3%
INTERCEPTOR DIVISION						
PERSONNEL	150,720	87,408	86,843	92,645	5,237	6.0%
Subtotal	150,720	87,408	86,843	92,645	5,237	6.0%
TREATMENT PLANT DIVISION						
PERSONNEL	1,870,524	1,106,800	969,764	1,296,493	189,693	17.1%
Subtotal	1,870,524	1,106,800	969,764	1,296,493	189,693	17.1%
FACILITIES MODIFICATIONS						
PERSONNEL	184,828	543,049	511,748	414,970	(128,079)	-23.6%
Subtotal	184,828	543,049	511,748	414,970	(128,079)	-23.6%
LAND MANAGEMENT						
PERSONNEL	104,975	3,500	3,500	3,500	-	0.0%
Subtotal	104,975	3,500	3,500	3,500	-	0.0%
FACILITIES DRAWINGS						
PERSONNEL	529,936	161,349	160,713	171,453	10,104	6.3%
Subtotal	529,936	161,349	160,713	171,453	10,104	6.3%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
TECHNOLOGY AND INNOVATION						
PERSONNEL	900,384	1,174,956	979,238	1,044,676	(130,280)	-11.1%
MATERIALS & FUELS	4,518	19,000	10,000	10,000	(9,000)	-47.4%
OUTSIDE SERVICES	8,129	35,000	60,000	60,000	25,000	71.4%
SUPPORT SERVICES	23,430	33,000	27,000	27,000	(6,000)	-18.2%
Subtotal	936,461	1,261,956	1,076,238	1,141,676	(120,280)	-9.5%
CAPITAL PLANNING						
PERSONNEL	179,233	181,964	332,473	354,692	172,728	94.9%
MATERIALS & FUELS	1,673	2,500	4,000	4,000	1,500	60.0%
OUTSIDE SERVICES	-	35,000	30,000	30,000	(5,000)	-14.3%
SUPPORT SERVICES	1,269	250	11,900	11,900	11,650	4660.0%
Subtotal	182,175	219,714	378,373	400,592	180,878	82.3%
TOTAL TECHNICAL MANAGEMENT	21,460,748	21,902,133	21,975,565	23,474,556	1,572,423	7.2%
ENVIRONMENTAL SVCS MGMT						
PERSONNEL	321,020	278,684	273,149	291,404	12,720	4.6%
MATERIALS & FUELS	1,852	2,000	2,500	2,500	500	25.0%
OUTSIDE SERVICES	100,375	120,000	125,000	125,000	5,000	4.2%
SUPPORT SERVICES	10,834	15,550	13,750	14,050	(1,500)	-9.6%
Subtotal	434,081	416,234	414,399	432,954	16,720	4.0%
PRTRTMT/INDSTRL WASTE						
PERSONNEL	1,275,817	1,749,157	1,781,223	1,900,239	151,082	8.6%
MATERIALS & FUELS	2,280	1,000	2,000	2,000	1,000	100.0%
OUTSIDE SERVICES	10	14,000	5,600	5,600	(8,400)	-60.0%
SUPPORT SERVICES	18,243	26,500	30,300	30,300	3,800	14.3%
Subtotal	1,296,350	1,790,657	1,819,123	1,938,139	147,482	8.2%
ANNUAL CHARGES						
PERSONNEL	65,573	110,727	77,924	83,140	(27,587)	-24.9%
MATERIALS & FUELS	171	-	-	-	-	0.0%
Subtotal	65,744	110,727	77,924	83,140	(27,587)	-24.9%
REGULATORY COMPLIANCE						
PERSONNEL	641,757	392,548	352,618	376,174	(16,374)	-4.2%
MATERIALS & FUELS	1,484	2,500	9,500	3,500	1,000	40.0%
OUTSIDE SERVICES	61,774	89,327	101,300	101,300	11,973	13.4%
SUPPORT SERVICES	10,353	11,850	17,600	14,600	2,750	23.2%
Subtotal	715,368	496,225	481,018	495,574	(651)	-0.1%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
SAFETY						
PERSONNEL	326,445	325,391	323,816	345,408	20,017	6.2%
MATERIALS & FUELS	27,534	36,500	55,000	72,000	35,500	97.3%
OUTSIDE SERVICES	25,993	26,500	8,500	8,500	(18,000)	-67.9%
SUPPORT SERVICES	16,755	23,600	23,600	23,600	-	0.0%
Subtotal	396,727	411,991	410,916	449,508	37,517	9.1%
GOVTL AFFAIRS/WATER QUALITY						
PERSONNEL	874,233	952,980	937,542	1,000,178	47,198	5.0%
MATERIALS & FUELS	22,074	24,000	24,000	24,000	-	0.0%
OUTSIDE SERVICES	88,114	109,950	117,950	117,950	8,000	7.3%
SUPPORT SERVICES	18,689	27,550	26,150	25,750	(1,800)	-6.5%
Subtotal	1,003,110	1,114,480	1,105,642	1,167,878	53,398	4.8%
STRATEGY AND COMMUNICATION						
PERSONNEL	483,350	534,832	617,504	658,767	123,935	23.2%
MATERIALS & FUELS	5,825	2,500	10,000	10,000	7,500	300.0%
OUTSIDE SERVICES	46,880	35,000	40,000	40,000	5,000	14.3%
SUPPORT SERVICES	7,400	5,750	3,750	3,750	(2,000)	-34.8%
Subtotal	543,455	578,082	671,254	712,517	134,435	23.3%
OFFICE OF THE MANAGER						
PERSONNEL	472,453	564,277	558,707	596,034	31,757	5.6%
MATERIALS & FUELS	16,232	6,000	5,000	5,000	(1,000)	-16.7%
OUTSIDE SERVICES	121,194	100,000	100,000	100,000	-	0.0%
SUPPORT SERVICES	182,042	254,200	222,450	238,375	(15,825)	-6.2%
Subtotal	791,921	924,477	886,157	939,409	14,932	1.6%
STRATEGY AND INNOVATION						
PERSONNEL	316,028	316,307	311,552	327,688	11,381	3.6%
MATERIALS & FUELS	1,567	-	-	-	-	0.0%
SUPPORT SERVICES	8,289	-	2,750	2,750	2,750	0.0%
Subtotal	325,884	316,307	314,302	330,438	14,131	4.5%
BOARD OF DIRECTORS						
OUTSIDE SERVICES	79,745	80,000	80,000	80,000	-	0.0%
SUPPORT SERVICES	39,707	39,000	38,000	38,000	(1,000)	-2.6%
Subtotal	119,452	119,000	118,000	118,000	(1,000)	-0.8%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
<i>HUMAN RESOURCES</i>						
PERSONNEL	1,214,883	1,159,180	1,082,225	1,154,523	(4,657)	-0.4%
MATERIALS & FUELS	57,763	36,996	1,500	1,500	(35,496)	-95.9%
OUTSIDE SERVICES	204,702	180,000	198,000	173,000	(7,000)	-3.9%
SUPPORT SERVICES	153,119	102,982	346,750	363,050	260,068	252.5%
Subtotal	1,630,467	1,479,158	1,628,475	1,692,073	212,915	14.4%
<i>LEGAL SERVICES</i>						
PERSONNEL	249,942	372,462	421,586	449,770	77,308	20.8%
MATERIALS & FUELS	2,091	200	200	200	-	0.0%
OUTSIDE SERVICES	148,867	100,000	100,000	100,000	-	0.0%
SUPPORT SERVICES	20,486	30,100	31,075	32,575	2,475	8.2%
Subtotal	421,386	502,762	552,861	582,545	79,783	15.9%
<i>INFORMATION SERVICES</i>						
PERSONNEL	3,289,466	3,547,498	3,564,535	3,946,964	399,466	11.3%
MATERIALS & FUELS	343,228	325,750	325,750	334,000	8,250	2.5%
OUTSIDE SERVICES	1,113,650	1,140,868	1,153,137	1,384,640	243,772	21.4%
SUPPORT SERVICES	453,887	499,770	499,770	529,890	30,120	6.0%
Subtotal	5,200,231	5,513,886	5,543,192	6,195,494	681,608	12.4%
<i>FINANCE</i>						
PERSONNEL	1,435,046	1,460,552	1,442,270	1,538,606	78,054	5.3%
MATERIALS & FUELS	55,883	67,900	56,000	58,000	(9,900)	-14.6%
OUTSIDE SERVICES	347,881	421,600	366,700	389,200	(32,400)	-7.7%
SUPPORT SERVICES	142,898	181,900	180,000	180,800	(1,100)	-0.6%
Subtotal	1,981,708	2,131,952	2,044,970	2,166,606	34,654	1.6%
<i>PURCHASING</i>						
PERSONNEL	1,628,186	1,733,069	1,683,034	1,795,109	62,040	3.6%
MATERIALS & FUELS	220,472	172,900	201,900	231,600	58,700	34.0%
OUTSIDE SERVICES	11,246	3,100	42,200	22,200	19,100	616.1%
SUPPORT SERVICES	79,211	84,533	105,903	113,803	29,270	34.6%
Subtotal	1,939,115	1,993,602	2,033,037	2,162,712	169,110	8.5%
<i>INSURANCE</i>						
OUTSIDE SERVICES	25,000	25,000	25,000	25,000	-	0.0%
SUPPORT SERVICES	1,286,901	1,360,000	1,275,000	1,350,000	(10,000)	-0.7%
Subtotal	1,311,901	1,385,000	1,300,000	1,375,000	(10,000)	-0.7%

OPERATIONS AND MAINTENANCE REVENUE FUND
SUMMARY OF EXPENSES BY ACTIVITY

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted	Adopted to Budget *** Variance ***	Percent
					Dollars	
SECURITY						
PERSONNEL	234,223	226,375	226,914	242,075	15,700	6.9%
MATERIALS & FUELS	14,678	15,000	15,000	15,000	-	0.0%
OUTSIDE SERVICES	814,339	782,300	803,000	860,000	77,700	9.9%
SUPPORT SERVICES	702	6,350	6,350	6,350	-	0.0%
Subtotal	1,063,942	1,030,025	1,051,264	1,123,425	93,400	9.1%
CONTROL SYSTEMS						
PERSONNEL	1,129,688	1,064,528	1,072,410	1,307,822	243,294	22.9%
MATERIALS & FUELS	12,703	25,100	25,100	29,500	4,400	17.5%
OUTSIDE SERVICES	164,493	232,451	232,432	244,948	12,497	5.4%
SUPPORT SERVICES	14,652	46,325	46,325	48,735	2,410	5.2%
Subtotal	1,321,536	1,368,404	1,376,267	1,631,005	262,601	19.2%
TOTAL ADMINISTRATIVE SUPPORT	20,562,378	21,682,969	21,828,801	23,596,417	1,913,448	8.8%
TOTAL DISTRICT	79,000,127	83,842,522	84,153,175	89,569,117	5,726,595	6.8%

CAPITAL EQUIPMENT EXPENDITURES
For individual items ≥ \$10,000 & ≤ \$250,000

2020

	(O&M) New	(FAR) Replacement	Total
<u>SPECIALIZED SUPPORT EQUIPMENT</u>			
MAINTENANCE DEPARTMENT			
Analyzer, Vibration	\$ 90,000	\$ -	\$ 90,000
Oil Analysis Machine	100,000	-	100,000
Fluke Metrology Well	12,000	-	12,000
Motion Amplificaiton Camera	40,000	-	40,000
Genie Scissor Lift	47,000		47,000
Compressor, Trailer Mount (16926)	-	16,000	16,000
Washer, Trailer Mount (16940)	-	18,000	18,000
Crane, 10 1/2 Ton (16949)	-	229,000	229,000
Lathe, 15"	-	30,000	30,000
Total Maintenance	289,000	293,000	582,000
RR&R DEPARTMENT			
OPERATIONS DIVISION			
Trimble GPS Units (5)	60,000	-	60,000
Wheel Balancer (26600)	-	25,000	25,000
Aerway Fimp (16642)	-	105,000	105,000
Heavy Duty Drill Press (16873)	-	18,000	18,000
Rotary Cutter Fimp (16644)	-	75,000	75,000
Rotary Cutter (16647)	-	45,000	45,000
Sub-total	60,000	268,000	328,000
TRANSMISSION DIVISION			
Hydroblast Parts Washer (16879)	-	20,000	20,000
Concrete Barrier Handling Device (16874)	-	25,000	25,000
Sub-total	-	45,000	45,000
Total Resource Recovery & Reuse	60,000	313,000	373,000
ADMINISTRATIVE SERVICES DEPARTMENT			
PROCUREMENT			
Warehouse Management System	250,000	-	250,000
Sub-total	250,000	-	250,000

CAPITAL EQUIPMENT EXPENDITURES
For individual items ≥ \$10,000 & ≤ \$250,000

2020

	(O&M) New	(FAR) Replacement	Total
INFORMATION TECHNOLOGY			
Storage Area Network Disc Tray	114,750	-	114,750
IT Masterplan Toolset/Consulting	50,000	-	50,000
Network Security Infrastructure	75,000	-	75,000
Inter-Cloud Infrastructure Capacity	75,000	-	75,000
Two (2) Servers - Process Control Network	-	24,744	24,744
Two (2) Servers - Business Network	-	24,744	24,744
Edge Network Switch Replacement (12)	-	47,700	47,700
Sub-total	314,750	97,188	411,938
Total Administrative Services	564,750	97,188	661,938
ENVIRONMENTAL SERVICES DEPARTMENT			
Ion Chromatograph	85,000	-	85,000
In-Line Analyzer: Multiparameter	50,000	-	50,000
qPCR	80,000	-	80,000
Spectrophotometer ICPMS	175,000	-	175,000
Mercury Analyser	-	50,000	50,000
Chromatography, GPC, prep	-	60,000	60,000
Lab Robotics BOD	-	100,000	100,000
Lab Hoods	-	25,000	25,000
In-Line Analyzer: TSS	-	40,000	40,000
In-Line Analyzer: NH3	-	25,000	25,000
In-Line Analyzer: UV	-	45,000	45,000
Total Environmental Services	390,000	345,000	735,000
TOTAL SPECIALIZED SUPPORT EQUIPMENT	1,303,750	1,048,188	2,351,938
<u>VEHICLES</u>			
MAINTENANCE DEPARTMENT			
Electric Cart	17,500		17,500
1/2 Ton 4WD Pickup	35,000		35,000
Electric Cart	17,000		17,000
Electric Cart (26279)		14,000	14,000
Electric Cart (26283-84)		28,000	28,000
Electric Cart (26287-88)		28,000	28,000
1/2 Ton 4WD Pickup (16106)		35,000	35,000
Roll-Off Truck (16540)		185,000	185,000
Forklift (16794)		35,000	35,000
Diesel Cart (26091)		20,000	20,000
1/2 Ton 4WD Pickup (26170)		35,000	35,000
Total Maintenance	69,500	380,000	449,500

CAPITAL EQUIPMENT EXPENDITURES
For individual items ≥ \$10,000 & ≤ \$250,000

2020

	(O&M) New	(FAR) Replacement	Total
RESOURCE RECOVERY & REUSE DEPARTMENT			
OPERATIONS DIVISION			
Live Bottom Trailer	125,000	-	125,000
Live Bottom Trailer	125,000	-	125,000
Road Tractor	150,000	-	150,000
Roll-Off Truck	180,000	-	180,000
544 Loader	245,000	-	245,000
SUV (16112)	-	35,000	35,000
Truck (16530)	-	45,000	45,000
Dump Truck (16531)	-	180,000	180,000
Truck (16101)	-	45,000	45,000
Truck (16129)	-	35,000	35,000
Flatbed Truck (16154)	-	50,000	50,000
Trailer Tank (16434)	-	80,000	80,000
Scissor Lift (16639)	-	50,000	50,000
Forklift (16760)	-	75,000	75,000
Waste Oil Trailer (16866)	-	15,000	15,000
Live Bottom Trailer (26423)	-	125,000	125,000
Sub-total	825,000	735,000	1,560,000
Total Resource Recovery & Reuse	825,000	735,000	1,560,000
ENGINEERING DEPARTMENT			
SUV (16147)	-	38,000	38,000
Total Engineering	-	38,000	38,000
ENVIRONMENTAL SERVICES DEPARTMENT			
Small Truck (16118)	-	35,000	35,000
Total Environmental Services	-	35,000	35,000
TOTAL VEHICLES	894,500	1,188,000	2,082,500
TOTAL CAPITAL EQUIPMENT EXPENDITURES	\$ 2,198,250	\$ 2,236,188	\$ 4,434,438

CAPITAL EQUIPMENT EXPENDITURES

For individual items \geq \$250,000

2020

	(Gen) New	(FAR) Replacement	Total
<u>SPECIALIZED SUPPORT EQUIPMENT</u>			
None	\$ -	\$ -	\$ -
<u>TOTAL SPECIALIZED SUPPORT EQUIPMENT</u>			
	-	-	-
<u>VEHICLES</u>			
RESOURCE RECOVERY & REUSE DEPARTMENT			
Boom Truck w/ Crane (16502)		375,000	375,000
Hi Cube Van w/ TV Equipment (16447)		375,000	375,000
Truck w/ Sewer Cleaner (16510)		375,000	375,000
9320 Tractor (16875)		380,000	380,000
<u>TOTAL VEHICLES</u>			
	-	1,505,000	1,505,000
<u>TOTAL CAPITAL EQUIPMENT EXPENDITURES</u>			
	\$ -	\$ 1,505,000	\$ 1,505,000

2020 UNIT COST ASSUMPTIONS

<u>Object of Expenditure</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2019 Revised</u>	<u>2020 Adopted</u>	<u>2020 Total Dollars</u>
<u>PERSONNEL</u>					
				Regular Wages & Benefits:	\$ 50,864,471
				Temp/Intern:	185,500
				Overtime	800,382
				On-Call Wages:	260,000
				Total Personnel:	<u>52,110,353</u>
<u>MATERIALS AND FUEL</u>					
Materials & Supplies					6,894,485
Diesel Fuel	2.20 gal	2.20 gal	2.20 gal	2.20 gal	655,000
Unleaded Gasoline	2.30 gal	2.62 gal	3.00 gal	2.62 gal	158,125
				Total Materials & Fuel:	<u>7,707,610</u>
<u>CHEMICALS</u>					
Centrifuge Dry Polymer	1.49 lb	1.72 lb	1.97 lb	1.97 lb	
Centrifuge Emulsion Polymer	1.65 lb	2.11 lb	2.07 lb	2.11 lb	
Polymer - Centrifuge					2,500,000
Ferric Chloride	183.65 wet tn	179.20 wet tn	193.80 wet tn	193.80 wet tn	590,800
Polymer - DAF	1.65 lb	2.60 lb	2.07 lb	2.60 lb	650,000
Sodium Bisulfite	0.08 lb	0.09 gal	0.08 gal	0.09 gal	150,000
Other Chemicals					4,855,300
				Total Chemicals:	<u>8,746,100</u>
<u>UTILITIES</u>					
Electrical Power					6,280,000
Suez	0.0495 kWh	0.0495 kWh	0.0495 kWh	0.0495 kWh	
Xcel Service	0.0641 kWh	0.0721 kWh	0.0721 kWh	0.0721 kWh	
Natural Gas/Propane	5.09 dth	5.09 dth	5.09 dth	5.09 dth	613,500
Potable Water					
Plant	3.75 KGAL	4.00 KGAL	3.81 KGAL	4.00 KGAL	530,000
				Total Utilities:	<u>7,423,500</u>
<u>OUTSIDE SERVICES</u>					
				Total Outside Services:	<u>10,092,943</u>
<u>SUPPORT EXPENSES</u>					
				Total Support Expenses:	<u>3,488,611</u>
<u>Legend:</u>					
dth (dekatherm)				TOTAL DISTRICT:	<u>\$ 89,569,117</u>
kWh (kilowatt-hour)					
KGAL (thousand gallons)					

PERSONNEL SUMMARY

2018 Through 2020

By Department at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
MAINTENANCE DEPARTMENT	89.00	89.00	81.00	89.00	90.00	93.00
OPERATIONS DEPARTMENT	47.00	49.00	43.00	51.00	50.00	53.00
RESOURCE RECOVERY & REUSE	72.00	74.00	73.00	77.00	77.00	78.00
ADMINISTRATIVE SERVICES	65.00	67.00	66.00	67.00	67.00	69.00
ENGINEERING	39.75	40.75	38.75	40.75	39.75	39.75
ENVIRONMENTAL SERVICES	75.50	77.50	72.50	80.50	82.00	82.00
HUMAN RESOURCES	12.00	12.00	13.00	12.00	12.00	12.00
OFFICE OF THE GENERAL COUNSEL	2.00	2.00	2.00	2.00	2.00	2.00
OFFICE OF THE MANAGER	4.00	4.00	3.00	4.00	4.00	4.00
STRATEGY & INNOVATION	14.00	15.00	15.00	15.00	16.00	16.00
TOTAL DISTRICT PERSONNEL	420.25	430.25	407.25	438.25	439.75	448.75

PERSONNEL SUMMARY

2018 Through 2020

By Position at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
MAINTENANCE DEPARTMENT						
Management						
Director of Maintenance	1.00	1.00	1.00	1.00	1.00	1.00
Total - Management	1.00	1.00	1.00	1.00	1.00	1.00
RWHTF Facility Maintenance						
Assistant Facility Maintenance Superintendent	1.00	1.00	0.00	1.00	1.00	1.00
Contract Coordinator	0.00	1.00	0.00	1.00	1.00	1.00
Equipment Operator	2.50	2.50	2.75	2.50	2.50	2.50
Facilities Maintenance Supervisor	4.00	4.00	4.00	4.00	4.00	4.00
Maintenance Worker	14.00	14.00	16.00	14.00	14.00	14.00
Maintenance Worker Lead	0.00	3.00	1.00	3.00	3.00	3.00
Painter	2.00	1.00	1.00	1.00	1.00	1.00
Painter Trainee	0.00	1.00	0.00	1.00	1.00	1.00
Senior Maintenance Worker	9.00	6.00	4.00	6.00	7.00	7.00
Total - RWHTF Facility Maintenance	32.50	33.50	28.75	33.50	34.50	34.50
RWHTF Process Maintenance						
Assistant Process Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Capital Project Coordinator	0.00	0.00	0.00	0.00	0.00	1.00
CMMS Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Electrial Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
Electrician Instrument Tech Associate	0.00	2.00	0.00	2.00	2.00	2.00
Electrician Instrument Tech	9.00	8.00	6.25	8.00	8.00	8.00
Electrician Instrument Tech II	5.00	5.00	5.00	5.00	4.00	4.00
Journeyman Trainee (Elec)	2.00	1.00	2.00	1.00	1.00	1.00
Journeyman Trainee (Mech)	1.00	1.00	2.00	1.00	1.00	1.00
Maintenance Planner	2.00	2.00	2.50	2.00	2.00	2.00
Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Mechanical Industrial Technician Associate	0.00	2.00	0.00	2.00	2.00	2.00
Mechanical Industrial Technician	14.00	13.00	12.00	13.00	13.00	13.00
Mechanical Industrial Technician II	5.00	3.00	5.00	3.00	3.00	3.00
Mechanical Maintenance Supervisor	3.00	3.00	4.00	3.00	3.00	3.00
Maintenance Technical Trainer	0.00	0.00	0.00	0.00	0.00	1.00
Reliability Engineer	0.00	0.00	0.00	0.00	0.00	1.00
Utility Repairman	2.00	2.00	1.50	2.00	2.00	2.00
Utility Repairman II	1.00	1.00	0.00	1.00	1.00	1.00
Total - RWHTF Process Maintenance	50.00	49.00	46.25	49.00	48.00	51.00
NTP Facility Maintenance						
Equipment Operator	0.50	0.50	0.25	0.50	0.50	0.50
Total - NTP Facility Maintenance	0.50	0.50	0.25	0.50	0.50	0.50
NTP Process Maintenance						
Electrician Instrument Technician	2.00	2.00	1.75	2.00	2.00	2.00
Electrial Maintenance Supervisor	0.00	0.00	1.00	0.00	1.00	1.00
Maintenance Planner	1.00	1.00	0.50	1.00	1.00	1.00
Mechanical Industrial Technician	1.00	1.00	1.00	1.00	1.00	1.00
Utility Repairman	1.00	1.00	0.50	1.00	1.00	1.00
Total - NTP Process Maintenance	5.00	5.00	4.75	5.00	6.00	6.00
Total Maintenance Department	89.00	89.00	81.00	89.00	90.00	93.00

PERSONNEL SUMMARY

2018 Through 2020

By Position at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
OPERATIONS DEPARTMENT						
Management						
Director of Operations	1.00	1.00	1.00	1.00	1.00	1.00
Total - Management	1.00	1.00	1.00	1.00	1.00	1.00
RWHTF Treatment						
Operations Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Superintendent	2.00	2.00	2.00	2.00	2.00	2.00
Plant Operator Lead	6.00	5.00	4.00	5.00	5.00	5.00
Operations Officer	1.00	0.00	0.00	0.00	0.00	0.00
Plant Operator I	11.00	14.00	9.00	14.00	14.00	14.00
Plant Operator II	8.00	11.00	12.00	11.00	11.00	11.00
Operations Planner	1.00	2.00	1.00	2.00	2.00	3.00
Treatment Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Treatment Supervisor	4.00	4.00	3.00	4.00	4.00	4.00
Total - RWHTF Treatment	35.00	40.00	33.00	40.00	40.00	41.00
NTP Treatment						
Assistant Superintendent	1.00	1.00	0.00	1.00	1.00	1.00
Business Support III	1.00	1.00	0.00	1.00	0.00	0.00
Operations Budget Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00
Operations Assistant	0.00	0.00	1.00	0.00	1.00	1.00
Operator Technician	2.00	2.00	2.00	4.00	3.00	5.00
Operators	3.00	0.00	2.00	0.00	0.00	0.00
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Total - NTP Treatment	11.00	8.00	9.00	10.00	9.00	11.00
Total Operations Department	47.00	49.00	43.00	51.00	50.00	53.00

RESOURCE RECOVERY AND REUSE

RRR RWHTF Operations and Maintenance						
Business Support II	1.00	0.00	0.00	0.00	0.00	0.00
Director of Resource Recovery and Reuse	1.00	1.00	1.00	1.00	1.00	1.00
Eq. & Transportation Technician I	4.00	1.00	1.75	1.00	1.00	1.00
Eq. & Transportation Technician II	4.00	7.00	6.00	7.00	7.00	7.00
Maintenance Worker	2.00	2.00	0.00	2.00	0.00	0.00
Metrogro Farm Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Metrogro Farm Assistant Administrator	0.00	1.00	1.00	1.00	1.00	1.00
RR&R Administrative Specialist	1.00	1.00	1.00	1.00	1.00	1.00
RR&R Administrative Assistant Senior	2.00	2.00	2.00	2.00	2.00	3.00
RR&R Biosolids Specialist	1.00	1.00	1.00	1.00	1.00	1.00
RR&R Land Application Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
RR&R Mechanical Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
RR&R Operations Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
RR&R Operator I	12.00	12.00	12.00	13.00	13.00	13.00
RR&R Operator II	6.00	6.00	7.00	6.00	6.00	6.00
RR&R Operator Lead	1.00	1.00	1.00	1.00	1.00	1.00
RR&R Planner	1.00	1.00	1.00	1.00	1.00	1.00
RR&R Superintendent	1.00	2.00	2.00	2.00	2.00	2.00
RR&R Technical Services Officer	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Maintenance Worker	0.00	0.00	2.00	0.00	2.00	2.00
Fleet Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total - RRR RWHTF Operations and Maintenance	46.00	47.00	47.75	48.00	48.00	49.00

PERSONNEL SUMMARY

2018 Through 2020

By Position at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
RRR NTP Operations and Maintenance						
RR&R Eq. & Transportation Technician I	1.00	1.00	0.25	1.00	1.00	1.00
RR&R Operator I	1.00	1.00	0.00	1.00	1.00	1.00
Total - RRR NTP Operations and Maintenance	2.00	2.00	0.25	2.00	2.00	2.00
Transmission						
Assistant	1.00	0.00	0.00	0.00	0.00	0.00
Interceptor Systems Operator I	3.00	3.00	2.00	4.00	4.00	4.00
Interceptor Systems Operator II	3.00	3.00	4.00	3.00	3.00	3.00
Interceptor Systems Operator Lead	3.00	3.00	3.00	3.00	3.00	3.00
Interceptor Systems Technician	10.00	10.00	10.00	11.00	11.00	11.00
Senior Engineer - Transmission	0.00	1.00	1.00	1.00	1.00	1.00
Transmission Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Transmission Supervisor	3.00	3.00	3.00	3.00	3.00	3.00
Transmission Technician	0.00	1.00	1.00	1.00	1.00	1.00
Total - Transmission	24.00	25.00	25.00	27.00	27.00	27.00
Total Resource Recovery and Reuse Department	72.00	74.00	73.00	77.00	77.00	78.00

ADMINISTRATIVE SERVICES

Finance						
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00	2.00
Budget Connection Charge Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	4.00	4.00	4.00	4.00	4.00	4.00
Chief Internal Auditor	1.00	1.00	1.00	1.00	1.00	1.00
Director of Administrative Services	1.00	1.00	1.00	1.00	1.00	1.00
Finance and Accounting Officer	1.00	1.00	0.00	1.00	1.00	1.00
Financial Accountant	2.00	2.00	2.00	2.00	2.00	2.00
Senior Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total - Finance	14.00	14.00	13.00	14.00	14.00	14.00
Procurement						
Chief Procurement Officer	1.00	1.00	1.00	1.00	1.00	1.00
Inventory Control Technician	0.00	1.00	1.00	1.00	1.00	1.00
Logistics Lead	0.00	1.00	1.00	1.00	1.00	1.00
Material Handler I	3.00	3.00	4.00	3.00	3.00	3.00
Material Handler II	3.00	3.00	3.00	3.00	3.00	3.00
MRO Specialist	3.00	2.00	2.00	2.00	2.00	2.00
Senior Sourcing Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Sourcing Assistant	1.00	0.00	0.00	0.00	0.00	0.00
Sourcing Specialist	3.00	2.00	2.00	2.00	2.00	2.00
Sourcing Technician	1.00	1.00	1.00	1.00	1.00	1.00
Strategic Sourcing Analyst	0.00	1.00	1.00	1.00	1.00	1.00
Strategic Sourcing Lead	0.00	1.00	1.00	1.00	1.00	1.00
Strategic Sourcing Supervisor	0.00	1.00	1.00	1.00	1.00	1.00
Warehouse Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Total - Procurement	17.00	19.00	20.00	19.00	19.00	19.00

PERSONNEL SUMMARY

2018 Through 2020

By Position at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
Information Technology						
Information Technology Officer	1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Data Integration Developer	0.00	1.00	0.00	1.00	0.00	0.00
Programming/Application Support Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Programmer/Analyst	4.00	4.00	4.00	4.00	4.00	4.00
Senior Business Intell Solution Architect	0.00	0.00	1.00	0.00	1.00	1.00
Senior IT Systems Architect	1.00	1.00	1.00	1.00	1.00	1.00
IT Systems Architect	1.00	1.00	1.00	1.00	1.00	1.00
Programmer/Analyst	2.00	2.00	1.00	2.00	2.00	2.00
IT Infrastructure Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
LIMS Analyst	1.00	1.00	0.00	1.00	0.00	0.00
Microcomputer Specialist	1.00	0.00	0.00	0.00	0.00	0.00
Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00
GIS Administrator	1.00	0.00	0.00	0.00	0.00	0.00
Tech Support Analyst	1.00	0.00	0.00	0.00	0.00	0.00
IT Administrative Assistant	1.00	1.00	2.00	1.00	1.00	1.00
Control Systems Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Control Systems Analyst	5.00	5.00	5.00	5.00	5.00	6.00
Control Systems Specialist	1.00	1.00	1.00	1.00	1.00	1.00
IT Business Analyst	1.00	1.00	1.00	1.00	1.00	2.00
IT Instrumentation Integration Specialist	1.00	1.00	1.00	1.00	1.00	1.00
IT Strategy Analyst	1.00	1.00	0.00	1.00	1.00	1.00
IT Senior Support Analyst	0.00	3.00	3.00	3.00	3.00	3.00
IT Service Delivery Supervisor	0.00	0.00	1.00	0.00	1.00	1.00
Records Management Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Records Management Assistant	1.00	0.00	0.00	0.00	0.00	0.00
Records Management Specialist I	1.00	1.00	1.00	1.00	1.00	1.00
Records Management Specialist II	1.00	1.00	1.00	1.00	1.00	1.00
Total - Information Services	32.00	32.00	31.00	32.00	32.00	34.00
Security						
Security Officer	1.00	1.00	1.00	1.00	1.00	1.00
Security Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total - Security	2.00	2.00	2.00	2.00	2.00	2.00
Total Administrative Services Department	65.00	67.00	66.00	67.00	67.00	69.00
ENGINEERING						
BIM Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
BIM/CAD Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
CAD Operator II	1.00	1.00	1.00	1.00	1.00	1.00
CAD Operator III	1.00	1.00	1.00	1.00	1.00	1.00
CAD Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Designer I	1.00	1.00	1.00	1.00	1.00	1.00
Director of Engineering	1.00	1.00	1.00	1.00	1.00	1.00
Electrical I&C Engineering Associate	4.00	2.00	1.00	2.00	2.00	2.00
Engineering Administrative Assistant Senior	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Associate	3.00	3.00	2.00	3.00	2.00	1.00
Engineering Division Head	4.00	4.00	5.00	4.00	4.00	4.00
Engineering QC Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00	1.00	1.00
Principal Engineer	5.00	5.00	5.00	5.00	5.00	5.00
Principal Engineer Electrical I&C	2.00	2.00	1.00	2.00	1.00	1.00
Senior Engineer	4.00	4.00	6.75	4.00	6.75	6.75
Staff Engineer Electrical I&C	0.00	2.00	4.00	2.00	4.00	4.00
Staff Engineer	6.75	6.75	3.00	6.75	3.00	4.00
GIS Specialist	0.00	1.00	0.00	1.00	1.00	1.00
Total Engineering Department	39.75	40.75	38.75	40.75	39.75	39.75

PERSONNEL SUMMARY

2018 Through 2020

By Position at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
ENVIRONMENTAL SERVICES						
Amalgam Source Control Investigator	2.00	2.00	2.00	2.00	2.00	2.00
Analytical Chemist I	2.00	2.00	2.00	2.00	3.00	3.00
Analytical Chemist II	1.00	1.00	1.00	1.00	1.00	1.00
Analytical Services Officer	1.00	1.00	1.00	1.00	1.00	1.00
Analytical Services Administrative Assistant Senior	1.00	1.00	1.00	1.00	1.00	1.00
Associate Compliance Specialist	0.00	0.00	0.00	0.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Chief of Analytical Services	1.00	1.00	1.00	1.00	1.00	1.00
Director of Environmental Services	1.00	1.00	1.00	1.00	1.00	1.00
ES Administrative Assistant Senior	1.00	1.00	1.00	1.00	1.00	1.00
ES Coordinator	1.00	1.00	0.00	1.00	0.00	0.00
Governmental Affairs Officer	1.00	1.00	1.00	1.00	1.00	1.00
Governmental Policy Analyst	1.00	1.00	0.00	1.00	1.00	1.00
Utility Charge Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Industrial Waste Administrative Assistant Senior	1.00	1.00	1.00	1.00	1.00	1.00
Industrial Waste Investigator	2.00	2.00	2.00	2.00	2.00	2.00
Industrial Waste Specialist	5.00	5.00	5.00	5.00	5.00	5.00
Industrial Waste Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
Industrial Waste Survey Technician	3.00	3.00	1.00	3.00	3.00	3.00
In-Line Instrumentation Specialist I	2.00	3.00	3.00	3.00	3.00	3.00
In-Line Instrumentation Specialist II	3.00	2.00	2.00	3.00	3.00	3.00
In-Line Instrumentation Supervisor	0.00	1.00	1.00	1.00	1.00	1.00
Laboratory Supervisor	3.00	4.00	3.00	4.00	4.00	4.00
Laboratory Analyst I	16.00	16.00	17.00	18.00	18.00	18.00
Laboratory Analyst II	8.00	8.00	8.00	8.00	8.00	8.00
Laboratory Support Specialist	2.00	3.00	3.00	3.00	3.00	3.00
QA/QC Specialist	2.00	1.00	1.00	1.00	1.00	1.00
QA/QC Specialist II	0.00	1.00	1.00	1.00	1.00	1.00
Regulatory Compliance Officer	1.00	1.00	1.00	1.00	1.00	1.00
Regulatory Compliance Specialist	2.50	2.50	1.50	2.50	3.00	3.00
Senior Chemist	1.00	1.00	1.00	1.00	1.00	1.00
Senior Industrial Waste Specialist	1.00	1.00	0.00	1.00	1.00	1.00
Staff Biologist/Lab Supervisor	1.00	0.00	1.00	0.00	0.00	0.00
Water Quality Officer	1.00	1.00	1.00	1.00	1.00	1.00
Water Quality Scientist	2.00	2.00	2.00	2.00	2.00	2.00
Water Quality Specialist	2.00	2.00	2.00	2.00	2.00	2.00
Total Environmental Services Department	75.50	77.50	72.50	80.50	82.00	82.00
HUMAN RESOURCES						
Compensation & Benefits Officer	1.00	1.00	1.00	1.00	1.00	1.00
Compensation & HRIS Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Director of Human Resources	1.00	1.00	1.00	1.00	1.00	1.00
Employment Development Officer	1.00	1.00	1.00	1.00	1.00	1.00
Env. Health & Safety Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Env. Health & Safety Technician	1.00	1.00	1.00	1.00	1.00	1.00
Env. Health, Safety Officer	1.00	1.00	1.00	1.00	1.00	1.00
HR Generalist Employment Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Administrative Assistant Senior	1.00	1.00	1.00	1.00	1.00	1.00
Organizational Design Specialist	0.00	1.00	1.00	1.00	1.00	1.00
Benefits Administrator	1.00	1.00	2.00	1.00	1.00	1.00
Technical Training Specialist	2.00	1.00	1.00	1.00	1.00	1.00
Total Human Resources Department	12.00	12.00	13.00	12.00	12.00	12.00

PERSONNEL SUMMARY

2018 Through 2020

By Position at Year End

	2018		2018	2019		2020
	Budget	Revised	Actual	Budget	Revised	Adopted
OFFICE OF THE GENERAL COUNSEL						
Associate Counsel	1.00	1.00	1.00	1.00	1.00	1.00
General Counsel	1.00	1.00	1.00	1.00	1.00	1.00
Total Office of the General Counsel	2.00	2.00	2.00	2.00	2.00	2.00
OFFICE OF THE MANAGER						
Assistant to District Manager	1.00	1.00	1.00	1.00	1.00	1.00
District Manager	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	0.00	1.00	1.00	1.00
Office of the Manager Administrative Assistant Senior	1.00	1.00	1.00	1.00	1.00	1.00
Total Office of the Manager	4.00	4.00	3.00	4.00	4.00	4.00
STRATEGY AND INNOVATION						
Management						
Director of Strategy & Innovation	1.00	1.00	1.00	1.00	1.00	1.00
Total - Management	1.00	1.00	1.00	1.00	1.00	1.00
Technology and Innovation						
Engineer Associate - Tech & Innovation	1.00	1.00	1.00	1.00	1.00	1.00
Innovation Officer	1.00	0.00	0.00	0.00	0.00	0.00
Placeholder	1.00	0.00	0.00	0.00	0.00	0.00
Principle Engineer - Innovation	0.00	1.00	0.00	1.00	0.00	0.00
Senior Engineer - Tech & Innovation	4.00	3.00	3.00	3.00	2.00	2.00
Staff Engineer	1.00	2.00	2.00	2.00	2.00	2.00
Technology and Innovation Officer	1.00	1.00	1.00	1.00	1.00	1.00
Total - Innovation/Tech Services	9.00	8.00	7.00	8.00	6.00	6.00
Strategy and Communications						
Administrative Assistant Senior	0.00	1.00	1.00	1.00	1.00	1.00
Communications Specialist	1.00	1.00	1.00	1.00	2.00	2.00
Improvement Lead	0.00	1.00	1.00	1.00	1.00	1.00
Public Information Officer	1.00	1.00	1.00	1.00	1.00	1.00
Strategy and Communication Officer	1.00	1.00	1.00	1.00	1.00	1.00
Total - Strategy and Communications	3.00	5.00	5.00	5.00	6.00	6.00
Capital Planning						
Capital Planning Officer	1.00	1.00	1.00	1.00	1.00	1.00
Senior Engineer - Capital Planning	0.00	0.00	1.00	0.00	2.00	2.00
Total - Capital Planning	1.00	1.00	2.00	1.00	3.00	3.00
Total Strategy and Innovation Department	14.00	15.00	15.00	15.00	16.00	16.00
TOTAL DISTRICT PERSONNEL	420.25	430.25	407.25	438.25	439.75	448.75

Maintenance Department

Description of Operations

The Maintenance Department is responsible for providing preventive and corrective maintenance at all District facilities to meet reliability requirements and operational demands for liquid treatment, solids processing, and energy cogeneration. This includes maintaining District offices and physical support facilities, and maintaining facility support utilities such as water, electrical, and natural gas systems. The Maintenance Department coordinates capital and operational project activities at District facilities in collaboration with other departments.

The Maintenance Department 2019 Revised Budget increased by 4% compared to the 2019 Budget. This is due to increasing needs for maintenance materials and maintenance contracts. The 2020 Budget is increasing by 9.2% compared to the 2019 Budget. This is due to an increase in staffing of four positions as well as budgeted increase in benefits and additional needs in maintenance supplies and maintenance contracts.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 8,998,840	\$ 8,951,120	\$ (47,720)	\$ 9,850,514	\$ 851,674
Materials & Fuels	2,662,200	2,917,400	255,200	2,911,400	249,200
Chemicals	50,000	50,000	-	50,000	-
Outside Services	1,966,004	2,219,000	252,996	2,079,000	112,996
Support Expenses	53,700	107,500	53,800	107,500	53,800
Total Maintenance	\$ 13,730,744	\$ 14,245,020	\$ 514,276	\$ 14,998,414	\$ 1,267,670

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Maintenance Staff	89	90	1	93	4

2018 Highlights

- 6,000 major pieces of processing equipment
- 10,780 pieces of active equipment at RWHTF and NTP
- 87 call in events
- 20,957 work orders completed
- 100 buildings on two treatment facility sites
- 250 acres on two treatment facility sites
- 800,000 square feet of parking lots
- 8 miles of facility streets

BUDGET WORKSHEET

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
MANAGEMENT	266,326	305,413	302,536	319,578
HITE FACILITY MAINTENANCE	3,896,146	4,186,838	4,216,067	4,474,651
HITE PROCESS MAINTENANCE	8,083,404	7,886,792	8,205,464	8,650,132
NTP FACILITY MAINTENANCE	561,365	564,287	558,502	565,532
NTP PROCESS MAINTENANCE	1,079,559	787,414	962,451	988,521
Total MAINTENANCE	13,886,800	13,730,744	14,245,020	14,998,414

BUDGET WORKSHEET

MAINTENANCE DEPARTMENT

		2018 Actual	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL					
5101	REGULAR WAGES	7,738,225	8,686,750	6,239,344	6,684,427
5105	OVERTIME WAGES	127,085	158,090	150,250	150,250
5104	ON-CALL WAGES	135,465	79,000	100,000	100,000
5103	TEMPORARY WAGES	23,709	75,000	75,000	75,000
5109	BENEFITS	-	-	2,386,526	2,840,837
Total PERSONNEL		8,024,484	8,998,840	8,951,120	9,850,514
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	3,792,376	2,662,200	2,917,400	2,911,400
Total MATERIALS & FUELS		3,792,376	2,662,200	2,917,400	2,911,400
CHEMICALS					
5365	SCALING INHIBITOR	-	50,000	50,000	50,000
Total CHEMICALS		-	50,000	50,000	50,000
OUTSIDE SERVICES					
5540	OS - RENTAL	1,671	6,000	6,000	6,000
5549	OS - OTHER	1,121	40,000	40,000	40,000
5556	OS - MAINTENANCE	1,983,156	1,920,004	2,173,000	2,033,000
Total OUTSIDE SERVICES		1,985,948	1,966,004	2,219,000	2,079,000
SUPPORT SERVICES					
5610	MEMBERSHIPS	5,614	450	3,250	3,250
5685	MEETINGS & CONFERENCES	21,844	14,000	17,000	17,000
5686	TRAINING & DEVELOPMENT	56,486	38,500	86,500	86,500
5687	SUBSCRIPTIONS/PUBLICATIONS	48	750	750	750
Total SUPPORT EXPENSES		83,992	53,700	107,500	107,500
TOTAL MAINTENANCE		13,886,800	13,730,744	14,245,020	14,998,414

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>MANAGEMENT</i>				
Regular Wages	260,612	257,913	184,473	190,932
Benefits	-	-	70,563	81,146
Total PERSONNEL	260,612	257,913	255,036	272,078
Materials & Supplies	1,326	500	500	500
Total MATERIALS & FUELS	1,326	500	500	500
Os - Other	825	40,000	40,000	40,000
Total OUTSIDE SERVICES	825	40,000	40,000	40,000
Memberships	350	250	250	250
Meetings & Conferences	3,165	5,000	5,000	5,000
Training & Development	-	1,500	1,500	1,500
Subscriptions/Publications	48	250	250	250
Total SUPPORT EXPENSES	3,563	7,000	7,000	7,000
Total MANAGEMENT	266,326	305,413	302,536	319,578
<i>HITE GROUNDS</i>				
Regular Wages	273,433	264,006	189,862	196,281
Temporary Wages	23,709	25,000	25,000	25,000
Overtime Wages	6,453	6,548	10,500	10,500
Benefits	-	-	72,620	83,420
Total PERSONNEL	303,595	295,554	297,982	315,201
Materials & Supplies	66,155	66,000	66,000	66,000
Total MATERIALS & FUELS	66,155	66,000	66,000	66,000
Os - Maintenance	92,260	100,000	90,000	90,000
Total OUTSIDE SERVICES	92,260	100,000	90,000	90,000
Total HITE GROUNDS	462,010	461,554	453,982	471,201

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE EQUIPMENT</i>				
Regular Wages	41,753	58,776	41,282	46,021
Overtime Wages	129	547	3,600	3,600
Benefits	-	-	15,795	19,550
Total PERSONNEL	41,882	59,323	60,677	69,171
Materials & Supplies	237,682	181,000	221,000	221,000
Total MATERIALS & FUELS	237,682	181,000	221,000	221,000
Os - Maintenance	60,597	27,000	42,000	42,000
Total OUTSIDE SERVICES	60,597	27,000	42,000	42,000
Total HITE EQUIPMENT	340,161	267,323	323,677	332,171
<i>HITE SUPPORT TO FACILITIES</i>				
Regular Wages	379,415	615,860	460,693	479,353
Overtime Wages	4,813	11,326	3,600	3,600
Benefits	-	-	176,213	203,731
Total PERSONNEL	384,228	627,186	640,506	686,684
Materials & Supplies	767,073	535,000	545,000	545,000
Total MATERIALS & FUELS	767,073	535,000	545,000	545,000
Os - Rental	1,671	6,000	6,000	6,000
Os - Maintenance	1,041,177	1,037,000	1,070,000	1,070,000
Total OUTSIDE SERVICES	1,042,848	1,043,000	1,076,000	1,076,000
Total HITE SUPPORT TO FACILITIES	2,194,149	2,205,186	2,261,506	2,307,684

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE SUPPORT TO TRANSMISSIONS</i>				
Regular Wages	187,742	376,033	271,778	278,279
Overtime Wages	4,288	5,508	3,300	3,300
Benefits	-	-	103,956	118,272
Total PERSONNEL	192,030	381,541	379,034	399,851
Materials & Supplies	145,244	125,000	135,000	135,000
Total MATERIALS & FUELS	145,244	125,000	135,000	135,000
Os - Maintenance	900	65,000	35,000	35,000
Total OUTSIDE SERVICES	900	65,000	35,000	35,000
Total HITE SUPPORT TO TRANSMISSIONS	338,174	571,541	549,034	569,851
<i>HITE NORTH PRIMARY</i>				
Regular Wages	439,326	390,522	290,476	302,158
Overtime Wages	13,512	18,392	18,300	18,300
Benefits	-	-	111,099	128,420
Total PERSONNEL	452,838	408,914	419,875	448,878
Materials & Supplies	223,723	253,000	248,000	248,000
Total MATERIALS & FUELS	223,723	253,000	248,000	248,000
Os - Maintenance	42,463	37,000	37,000	37,000
Total OUTSIDE SERVICES	42,463	37,000	37,000	37,000
Total HITE NORTH PRIMARY	719,024	698,914	704,875	733,878

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE SOUTH PRIMARY</i>				
Regular Wages	153,936	303,137	223,397	229,121
Overtime Wages	7,392	14,166	19,300	19,300
Benefits	-	-	85,453	97,390
Total PERSONNEL	161,328	317,303	328,150	345,811
Materials & Supplies	34,147	57,000	56,000	56,000
Total MATERIALS & FUELS	34,147	57,000	56,000	56,000
Os - Maintenance	21,573	22,000	22,000	22,000
Total OUTSIDE SERVICES	21,573	22,000	22,000	22,000
Total HITE SOUTH PRIMARY	217,048	396,303	406,150	423,811
<i>HITE NORTH SECONDARY</i>				
Regular Wages	533,280	590,904	429,808	443,845
Overtime Wages	8,773	13,688	10,800	10,800
Benefits	-	-	164,396	188,639
Total PERSONNEL	542,053	604,592	605,004	643,284
Materials & Supplies	325,897	211,000	230,000	230,000
Total MATERIALS & FUELS	325,897	211,000	230,000	230,000
Os - Maintenance	196,895	23,000	23,000	23,000
Total OUTSIDE SERVICES	196,895	23,000	23,000	23,000
Total HITE NORTH SECONDARY	1,064,845	838,592	858,004	896,284

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE SOUTH SECONDARY</i>				
Regular Wages	393,558	557,159	399,017	415,512
Overtime Wages	1,181	14,130	8,300	8,300
Benefits	-	-	152,614	176,604
Total PERSONNEL	394,739	571,289	559,931	600,416
Materials & Supplies	195,035	115,000	140,000	140,000
Total MATERIALS & FUELS	195,035	115,000	140,000	140,000
Os - Maintenance	1,862	22,004	4,000	4,000
Total OUTSIDE SERVICES	1,862	22,004	4,000	4,000
Total HITE SOUTH SECONDARY	591,636	708,293	703,931	744,416
<i>HITE DISINFECTION</i>				
Regular Wages	147,266	186,871	133,459	141,196
Overtime Wages	1,338	6,700	5,200	5,200
Benefits	-	-	51,042	60,003
Total PERSONNEL	148,604	193,571	189,701	206,399
Materials & Supplies	99,713	105,000	105,000	105,000
Total MATERIALS & FUELS	99,713	105,000	105,000	105,000
Os - Maintenance	18,892	11,000	16,000	16,000
Total OUTSIDE SERVICES	18,892	11,000	16,000	16,000
Total HITE DISINFECTION	267,209	309,571	310,701	327,399

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE GREASE PROCESSING</i>				
Regular Wages	4,317	82,003	58,475	60,039
Overtime Wages	-	3,391	2,600	2,600
Benefits	-	-	22,367	25,503
Total PERSONNEL	4,317	85,394	83,442	88,142
Materials & Supplies	464	55,000	55,000	55,000
Total MATERIALS & FUELS	464	55,000	55,000	55,000
Os - Maintenance	-	6,500	2,000	7,000
Total OUTSIDE SERVICES	-	6,500	2,000	7,000
Total HITE GREASE PROCESSING	4,781	146,894	140,442	150,142
<i>HITE SUPPORT</i>				
Regular Wages	3,292,371	2,783,247	1,995,031	2,289,425
Temporary Wages	-	25,000	25,000	25,000
Overtime Wages	41,576	23,000	14,100	14,100
On-Call Wages	133,069	79,000	100,000	100,000
Benefits	-	-	763,101	973,015
Total PERSONNEL	3,467,016	2,910,247	2,897,232	3,401,540
Materials & Supplies	118,216	71,000	100,000	100,000
Total MATERIALS & FUELS	118,216	71,000	100,000	100,000
Os - Other	296	-	-	-
Os - Maintenance	932	8,000	8,000	8,000
Total OUTSIDE SERVICES	1,228	8,000	8,000	8,000
Memberships	5,264	200	3,000	3,000
Meetings & Conferences	17,870	9,000	12,000	12,000
Training & Development	52,873	35,000	65,000	65,000
Subscriptions/Publications	-	500	500	500
Total SUPPORT EXPENSES	76,007	44,700	80,500	80,500
Total HITE SUPPORT	3,662,467	3,033,947	3,085,732	3,590,040

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE DISSOLVED AIR FLOTATION</i>				
Regular Wages	80,068	109,825	79,790	80,523
Overtime Wages	229	2,336	1,000	1,000
Benefits	-	-	30,519	34,216
Total PERSONNEL	80,297	112,161	111,309	115,739
Materials & Supplies	35,657	43,000	43,000	43,000
Total MATERIALS & FUELS	35,657	43,000	43,000	43,000
Os - Maintenance	965	3,000	3,000	3,000
Total OUTSIDE SERVICES	965	3,000	3,000	3,000
Total HITE DISSOLVED AIR FLOTATION	116,919	158,161	157,309	161,739
<i>HITE ANAEROBIC DIGESTION</i>				
Regular Wages	523,088	639,664	450,269	465,811
Overtime Wages	12,050	7,543	23,500	23,500
Benefits	-	-	172,219	197,965
Total PERSONNEL	535,138	647,207	645,988	687,276
Materials & Supplies	539,571	348,000	418,000	418,000
Total MATERIALS & FUELS	539,571	348,000	418,000	418,000
Scaling Inhibitor	-	50,000	50,000	50,000
Total SCALING INHIBITOR	-	50,000	50,000	50,000
Os - Maintenance	7,166	38,000	20,000	20,000
Total OUTSIDE SERVICES	7,166	38,000	20,000	20,000
Total HITE ANAEROBIC DIGESTION	1,081,875	1,083,207	1,133,988	1,175,276

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE COGENERATION</i>				
Regular Wages	16,777	32,364	22,931	27,030
Overtime Wages	1,820	1,198	1,900	1,900
Benefits	-	-	8,766	11,473
Total PERSONNEL	18,597	33,562	33,597	40,403
Materials & Supplies	13,573	50,000	22,000	22,000
Total MATERIALS & FUELS	13,573	50,000	22,000	22,000
Os - Maintenance	9,539	9,000	9,000	9,000
Total OUTSIDE SERVICES	9,539	9,000	9,000	9,000
Total HITE COGENERATION	41,709	92,562	64,597	71,403
<i>HITE CENTRIFUGATION</i>				
Regular Wages	400,135	624,339	442,607	461,700
Overtime Wages	15,509	13,340	18,000	18,000
Benefits	-	-	169,305	196,223
Total PERSONNEL	415,644	637,679	629,912	675,923
Materials & Supplies	428,745	297,000	312,000	312,000
Total MATERIALS & FUELS	428,745	297,000	312,000	312,000
Os - Maintenance	4,885	142,000	302,000	157,000
Total OUTSIDE SERVICES	4,885	142,000	302,000	157,000
Total HITE CENTRIFUGATION	849,274	1,076,679	1,243,912	1,144,923

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE COMPOSTING</i>				
Regular Wages	21,110	13,464	9,468	9,799
Overtime Wages	-	1,239	400	400
Benefits	-	-	3,623	4,166
Total PERSONNEL	21,110	14,703	13,491	14,365
Materials & Supplies	6,602	7,200	7,200	7,200
Total MATERIALS & FUELS	6,602	7,200	7,200	7,200
Os - Maintenance	557	3,000	3,000	3,000
Total OUTSIDE SERVICES	557	3,000	3,000	3,000
Total HITE COMPOSTING	28,269	24,903	23,691	24,565
<i>NTP GROUNDS & SUPPORT</i>				
Regular Wages	239,323	334,882	231,764	239,654
Temporary Wages	-	25,000	25,000	25,000
Overtime Wages	7,102	-	2,200	2,200
On-Call Wages	2,396	-	-	-
Benefits	-	-	88,648	101,853
Total PERSONNEL	248,821	359,882	347,612	368,707
Materials & Supplies	177,120	60,000	67,000	67,000
Total MATERIALS & FUELS	177,120	60,000	67,000	67,000
Os - Maintenance	459,332	357,000	445,000	445,000
Total OUTSIDE SERVICES	459,332	357,000	445,000	445,000
Meetings & Conferences	809	-	-	-
Training & Development	3,613	2,000	20,000	20,000
Total SUPPORT EXPENSES	4,422	2,000	20,000	20,000
Total NTP GROUNDS & SUPPORT	889,695	778,882	879,612	900,707

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP EQUIPMENT</i>				
Regular Wages	7,907	14,276	10,155	10,283
Benefits	-	-	3,882	4,369
Total PERSONNEL	7,907	14,276	14,037	14,652
Materials & Supplies	43,749	18,000	22,000	22,000
Total MATERIALS & FUELS	43,749	18,000	22,000	22,000
Os - Maintenance	15,907	500	3,000	3,000
Total OUTSIDE SERVICES	15,907	500	3,000	3,000
Total NTP EQUIPMENT	67,563	32,776	39,037	39,652
<i>NTP PRIMARY TREATMENT</i>				
Regular Wages	25,556	39,825	26,886	27,291
Overtime Wages	165	726	300	300
Benefits	-	-	10,279	11,595
Total PERSONNEL	25,721	40,551	37,465	39,186
Materials & Supplies	15,175	16,000	17,000	17,000
Total MATERIALS & FUELS	15,175	16,000	17,000	17,000
Os - Maintenance	-	500	500	500
Total OUTSIDE SERVICES	-	500	500	500
Total NTP PRIMARY TREATMENT	40,896	57,051	54,965	56,686

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP SECONDARY TREATMENT</i>				
Regular Wages	62,215	45,520	30,998	31,547
Overtime Wages	260	3,000	600	600
Benefits	-	-	11,854	13,405
Total PERSONNEL	62,475	48,520	43,452	45,552
Materials & Supplies	51,476	16,000	31,200	31,200
Total MATERIALS & FUELS	51,476	16,000	31,200	31,200
Os - Maintenance	170	500	500	500
Total OUTSIDE SERVICES	170	500	500	500
Total NTP SECONDARY TREATMENT	114,121	65,020	75,152	77,252
<i>NTP TERTIARY TREATMENT</i>				
Regular Wages	36,501	38,984	26,357	27,052
Overtime Wages	-	-	200	200
Benefits	-	-	10,073	11,500
Total PERSONNEL	36,501	38,984	36,630	38,752
Materials & Supplies	12,033	3,000	7,500	7,500
Total MATERIALS & FUELS	12,033	3,000	7,500	7,500
Os - Maintenance	245	500	500	500
Total OUTSIDE SERVICES	245	500	500	500
Total NTP TERTIARY TREATMENT	48,779	42,484	44,630	46,752

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP HEADWORKS</i>				
Regular Wages	38,054	62,929	43,365	44,348
Overtime Wages	-	3,406	450	450
Benefits	-	-	16,582	18,844
Total PERSONNEL	38,054	66,335	60,397	63,642
Materials & Supplies	35,100	5,000	17,000	17,000
Total MATERIALS & FUELS	35,100	5,000	17,000	17,000
Os - Maintenance	5,793	4,500	4,500	4,500
Total OUTSIDE SERVICES	5,793	4,500	4,500	4,500
Total NTP HEADWORKS	78,947	75,835	81,897	85,142
<i>NTP DISINFECTION & EFFLUENT TRANSFER</i>				
Regular Wages	25,191	36,950	24,925	25,608
Overtime Wages	-	2,000	200	200
Benefits	-	-	9,538	10,881
Total PERSONNEL	25,191	38,950	34,663	36,689
Materials & Supplies	13,340	3,500	4,000	4,000
Total MATERIALS & FUELS	13,340	3,500	4,000	4,000
Os - Maintenance	-	500	500	500
Total OUTSIDE SERVICES	-	500	500	500
Total NTP DISINFECTION & EFFLUENT TRANSFER	38,531	42,950	39,163	41,189

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP GRAVITY THICKENING</i>				
Regular Wages	34,672	44,242	31,693	28,737
Overtime Wages	246	1,000	350	350
Benefits	-	-	12,126	12,210
Total PERSONNEL	34,918	45,242	44,169	41,297
Materials & Supplies	40,593	3,000	7,000	7,000
Total MATERIALS & FUELS	40,593	3,000	7,000	7,000
Os - Maintenance	-	500	500	500
Total OUTSIDE SERVICES	-	500	500	500
Total NTP GRAVITY THICKENING	75,511	48,742	51,669	48,797
<i>NTP WAS THICKENING</i>				
Regular Wages	23,142	23,792	17,036	17,098
Benefits	-	-	6,515	7,264
Total PERSONNEL	23,142	23,792	23,551	24,362
Materials & Supplies	26,773	4,000	10,000	4,000
Total MATERIALS & FUELS	26,773	4,000	10,000	4,000
Os - Maintenance	-	500	500	500
Total OUTSIDE SERVICES	-	500	500	500
Total NTP WAS THICKENING	49,915	28,292	34,051	28,862

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP ANAEROBIC DIGESTION</i>				
Regular Wages	37,679	36,541	26,197	26,580
Overtime Wages	-	-	700	700
Benefits	-	-	10,022	11,291
Total PERSONNEL	37,679	36,541	36,919	38,571
Materials & Supplies	70,400	5,000	13,500	13,500
Total MATERIALS & FUELS	70,400	5,000	13,500	13,500
Os - Maintenance	-	500	500	500
Total OUTSIDE SERVICES	-	500	500	500
Total NTP ANAEROBIC DIGESTION	108,079	42,041	50,919	52,571
<i>NTP DIGESTED SOLIDS DEWATERING</i>				
Regular Wages	36,374	86,181	60,991	62,601
Overtime Wages	249	2,906	650	650
Benefits	-	-	23,334	26,598
Total PERSONNEL	36,623	89,087	84,975	89,849
Materials & Supplies	51,427	6,500	8,000	8,000
Total MATERIALS & FUELS	51,427	6,500	8,000	8,000
Os - Maintenance	1,047	500	500	500
Total OUTSIDE SERVICES	1,047	500	500	500
Total NTP DIGESTED SOLIDS DEWATERING	89,097	96,087	93,475	98,349

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

MAINTENANCE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP COGENERATION</i>				
Regular Wages	23,423	36,541	26,161	26,603
Overtime Wages	-	2,000	200	200
Benefits	-	-	10,022	11,291
Total PERSONNEL	23,423	38,541	36,383	38,094
Materials & Supplies	16,367	2,500	9,500	9,500
Total MATERIALS & FUELS	16,367	2,500	9,500	9,500
Os - Maintenance	-	500	30,500	30,500
Total OUTSIDE SERVICES	-	500	30,500	30,500
Total NTP COGENERATION	39,790	41,541	76,383	78,094
Total MAINTENANCE	13,886,800	13,730,744	14,245,020	14,998,414

Operations Department

Description of Operations

The Operations Department is responsible for operating the liquid treatment, solids processing, and cogeneration facilities at the RWHTF and NTP in compliance with all federal and State regulations. The Operations Department strives to operate these facilities in the most cost-effective and efficient manner possible.

The Operations Department 2019 Revised Budget increased by 0.1% compared to the 2019 Budget. This is due to increasing needs for chemicals netted with a reduction in electrical expenses. The 2020 Budget is increasing by 4.5% compared to the 2019 Budget. This is due to an increase in staffing of two positions as well as budgeted increase in benefits and additional chemical needs.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 5,088,898	\$ 5,093,903	\$ 5,005	\$ 5,725,124	\$ 636,226
Materials & Fuels	155,000	155,000	-	150,400	(4,600)
Chemicals	6,091,000	6,505,500	414,500	6,656,100	565,100
Utilities	7,638,501	7,178,000	(460,501)	7,231,000	(407,501)
Outside Services	1,514,000	1,564,000	50,000	1,625,000	111,000
Support Expenses	71,500	77,250	5,750	86,750	15,250
Total Operations	\$ 20,558,899	\$ 20,573,653	\$ 14,754	\$ 21,474,374	\$ 915,475

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Operations Staff	51	50	(1)	53	2

2018 Highlights

RWHTF

- 137 million gallons/day reclaimed water
- 95 tons per day dewatered biosolids
- 15.5 million BTU*/hour heat recovered
- 6.1 megawatts/hour energy recovered
- 24/7/365 staffed operations

*British thermal units

NTP

- 4.8 million gallons/day reclaimed water
- 2 million BTU/hour heat recovered
- 370 kilowatts/hour energy recovered
- 24/7/365 staffed operations

METRO WASTEWATER RECLAMATION DISTRICT

DEPARTMENT SUMMARY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
MANAGEMENT	480,675	267,956	370,058	431,653
HITE OPERATIONS	15,793,956	17,020,597	17,180,830	17,803,639
NTP OPERATIONS	2,852,882	3,270,346	3,022,765	3,239,082
Total OPERATIONS	19,127,513	20,558,899	20,573,653	21,474,374

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

OPERATIONS DEPARTMENT

		2018 Actual	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL					
5101	REGULAR WAGES	4,063,767	4,803,898	3,456,164	3,811,779
5105	OVERTIME WAGES	402,347	285,000	333,000	333,000
5109	BENEFITS	-	-	1,304,739	1,580,345
Total PERSONNEL		4,466,114	5,088,898	5,093,903	5,725,124
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	169,971	155,000	155,000	150,400
Total MATERIALS & FUELS		169,971	155,000	155,000	150,400
CHEMICALS					
5315	LIQUID OXYGEN	1,719	3,500	3,500	3,600
5320	FERRIC CHLORIDE	562,373	812,500	568,000	590,800
5327	POLYMER - TERTIARY	-	11,000	-	-
5329	POLYMER - WAS	46,068	26,000	26,000	26,000
5330	POLYMER - DAF	432,732	496,000	575,000	650,000
5332	POLYMER - DEWATERING	110,542	53,500	86,000	100,000
5335	POLYMER - CENTRIFUGE	2,064,578	2,770,000	2,770,000	2,500,000
5338	ACETIC ACID	111,042	41,500	41,500	43,200
5339	PERACETIC ACID	2,421,890	1,600,000	2,000,000	2,000,000
5341	SODIUM BISULFITE	301,641	140,000	250,000	150,000
5342	SODIUM HYPOCHLORITE	73,073	-	100,000	104,000
5345	CHLORINE	-	1,500	-	-
5347	MAGNESIUM CHLORIDE	-	-	-	400,000
5351	CALCIUM HYDROXIDE	-	-	26,000	27,000
5355	MINERAL OIL	-	8,500	8,500	8,500
5358	ALUM	33,240	75,000	25,000	26,000
5360	MAGNESIUM HYDROXIDE	34,888	52,000	26,000	27,000
Total CHEMICALS		6,193,786	6,091,000	6,505,500	6,656,100
UTILITIES					
5410	NATURAL GAS/PROPANE	530,187	564,500	570,000	593,000
5411	NATURAL GAS - SUEZ	72,121	-	-	-
5415	POTABLE WATER	672,411	498,000	498,000	518,000
5420	ELECTRICAL POWER	5,689,486	6,576,001	6,110,000	6,120,000
Total UTILITIES		6,964,205	7,638,501	7,178,000	7,231,000

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

OPERATIONS DEPARTMENT

		2018 Actual	2019 Budget	2019 Revised	2020 Adopted
OUTSIDE SERVICES					
5549	OS - OTHER	17,662	25,000	75,000	75,000
5550	OS - SUEZ	1,255,916	1,489,000	1,489,000	1,550,000
Total OUTSIDE SERVICES		1,273,578	1,514,000	1,564,000	1,625,000
SUPPORT SERVICES					
5610	MEMBERSHIPS	4,847	3,000	3,000	3,000
5685	MEETINGS & CONFERENCES	35,677	44,000	50,000	56,500
5686	TRAINING & DEVELOPMENT	18,251	23,000	23,000	26,000
5687	SUBSCRIPTIONS/PUBLICATIONS	1,084	1,500	1,250	1,250
Total SUPPORT EXPENSES		59,859	71,500	77,250	86,750
Total OPERATIONS		19,127,513	20,558,899	20,573,653	21,474,374

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>MANAGEMENT</i>				
Regular Wages	429,964	213,956	200,578	254,247
Benefits	-	-	59,480	68,406
Total PERSONNEL	429,964	213,956	260,058	322,653
Materials & Supplies	15,216	16,000	16,000	16,000
Total MATERIALS & FUELS	15,216	16,000	16,000	16,000
Os - Other	10,506	25,000	75,000	75,000
Total OUTSIDE SERVICES	10,506	25,000	75,000	75,000
Memberships	995	750	750	750
Meetings & Conferences	19,193	10,000	12,000	14,000
Training & Development	4,761	2,000	6,000	3,000
Subscriptions/Publications	40	250	250	250
Total SUPPORT EXPENSES	24,989	13,000	19,000	18,000
Total MANAGEMENT	480,675	267,956	370,058	431,653
<i>NTP SUPPORT</i>				
Regular Wages	160,042	303,247	164,510	170,265
Overtime Wages	1,162	10,000	48,000	48,000
Benefits	-	-	62,920	72,365
Total PERSONNEL	161,204	313,247	275,430	290,630
Materials & Supplies	39,348	9,100	9,100	3,000
Total MATERIALS & FUELS	39,348	9,100	9,100	3,000
Natural Gas/Propane	247,806	125,000	108,000	115,000
Potable Water	2,524	54,385	56,000	58,000
Electrical Power	1,010,724	316,520	300,000	310,000
Total UTILITIES	1,261,054	495,905	464,000	483,000
Memberships	1,535	750	750	750
Meetings & Conferences	6,953	14,000	18,000	20,000
Training & Development	2,411	10,000	6,000	8,000
Subscriptions/Publications	953	750	500	500
Total SUPPORT EXPENSES	11,852	25,500	25,250	29,250
Total NTP SUPPORT	1,480,276	843,752	773,780	805,880

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP PROCESS CONTROL OPS</i>				
Regular Wages	37,366	95,976	69,620	72,047
Overtime Wages	5,636	3,000	-	-
Benefits	-	-	26,635	30,619
Total PERSONNEL	43,002	98,976	96,255	102,666
Materials & Supplies	1,887	5,000	5,000	2,500
Total MATERIALS & FUELS	1,887	5,000	5,000	2,500
Total NTP PROCESS CONTROL OPS	44,889	103,976	101,255	105,166
<i>NTP SUPPORT TO PROCESS CONTROL</i>				
Regular Wages	204,157	402,272	268,048	324,076
Overtime Wages	6,070	2,000	-	-
Benefits	-	-	102,532	137,730
Total PERSONNEL	210,227	404,272	370,580	461,806
Materials & Supplies	22,646	-	-	-
Total MATERIALS & FUELS	22,646	-	-	-
Natural Gas/Propane	8,127	-	-	-
Potable Water	146,816	-	-	-
Electrical Power	(8,127)	-	-	-
Total UTILITIES	146,816	-	-	-
Total NTP SUPPORT TO PROCESS CONTROL	379,689	404,272	370,580	461,806
<i>NTP HEADWORKS</i>				
Regular Wages	30,620	41,585	29,821	30,859
Overtime Wages	1,883	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	32,503	43,585	41,225	43,973
Materials & Supplies	6	3,090	3,090	3,090
Total MATERIALS & FUELS	6	3,090	3,090	3,090
Natural Gas/Propane	-	3,000	3,000	3,000
Potable Water	-	359	-	-
Electrical Power	-	126,048	110,000	120,000
Total UTILITIES	-	129,407	113,000	123,000
Total NTP HEADWORKS	32,509	176,082	157,315	170,063

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP PRIMARY TREATMENT</i>				
Regular Wages	95,164	41,585	29,821	30,859
Overtime Wages	5,337	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	100,501	43,585	41,225	43,973
Materials & Supplies	67	3,090	3,090	3,090
Total MATERIALS & FUELS	67	3,090	3,090	3,090
Natural Gas/Propane	-	3,000	3,000	3,000
Electrical Power	-	33,613	25,000	25,000
Total UTILITIES	-	36,613	28,000	28,000
Total NTP PRIMARY TREATMENT	100,568	83,288	72,315	75,063
<i>NTP SECONDARY TREATMENT</i>				
Regular Wages	61,615	41,585	29,821	30,859
Overtime Wages	8,686	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	70,301	43,585	41,225	43,973
Materials & Supplies	6,901	3,090	3,090	3,090
Total MATERIALS & FUELS	6,901	3,090	3,090	3,090
Acetic Acid	111,042	41,500	41,500	43,200
Total CHEMICALS	111,042	41,500	41,500	43,200
Natural Gas/Propane	-	3,000	3,000	3,000
Electrical Power	-	315,587	275,000	285,000
Total UTILITIES	-	318,587	278,000	288,000
Total NTP SECONDARY TREATMENT	188,244	406,762	363,815	378,263

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP TERTIARY TREATMENT</i>				
Regular Wages	56,976	41,585	29,821	30,859
Overtime Wages	8,971	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	65,947	43,585	41,225	43,973
Materials & Supplies	402	3,090	3,090	3,090
Total MATERIALS & FUELS	402	3,090	3,090	3,090
Polymer - Tertiary	-	11,000	-	-
Alum	33,240	75,000	25,000	26,000
Total CHEMICALS	33,240	86,000	25,000	26,000
Natural Gas/Propane	-	3,000	3,000	3,000
Electrical Power	-	203,544	180,000	190,000
Total UTILITIES	-	206,544	183,000	193,000
Total NTP TERTIARY TREATMENT	99,589	339,219	252,315	266,063
<i>NTP DISINFECTION & EFFLUENT TRANSFER</i>				
Regular Wages	50,554	41,585	29,821	30,859
Overtime Wages	5,149	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	55,703	43,585	41,225	43,973
Materials & Supplies	103	3,090	3,090	3,090
Total MATERIALS & FUELS	103	3,090	3,090	3,090
Chlorine	-	1,500	-	-
Liquid Oxygen	1,719	3,500	3,500	3,600
Total CHEMICALS	1,719	5,000	3,500	3,600
Natural Gas/Propane	-	3,000	3,000	3,000
Electrical Power	-	121,379	120,000	120,000
Total UTILITIES	-	124,379	123,000	123,000
Total NTP DISINFECTION & EFFLUENT TRANSFER	57,525	176,054	170,815	173,663

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP GRAVITY THICKENING</i>				
Regular Wages	47,103	41,585	29,821	30,859
Overtime Wages	1,557	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	48,660	43,585	41,225	43,973
Materials & Supplies	543	3,090	3,090	3,090
Total MATERIALS & FUELS	543	3,090	3,090	3,090
Natural Gas/Propane	-	3,000	3,000	3,000
Electrical Power	-	24,276	20,000	20,000
Total UTILITIES	-	27,276	23,000	23,000
Total NTP GRAVITY THICKENING	49,203	73,951	67,315	70,063
<i>NTP WAS THICKENING</i>				
Regular Wages	44,566	41,585	29,821	30,859
Overtime Wages	3,123	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	47,689	43,585	41,225	43,973
Materials & Supplies	380	3,090	3,090	3,090
Total MATERIALS & FUELS	380	3,090	3,090	3,090
Polymer - Was	46,068	26,000	26,000	26,000
Total CHEMICALS	46,068	26,000	26,000	26,000
Natural Gas/Propane	-	3,000	3,000	3,000
Potable Water	-	359	-	-
Electrical Power	-	14,939	10,000	10,000
Total UTILITIES	-	18,298	13,000	13,000
Total NTP WAS THICKENING	94,137	90,973	83,315	86,063

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP ANAEROBIC DIGESTION</i>				
Regular Wages	43,973	41,585	29,821	30,859
Overtime Wages	3,926	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	47,899	43,585	41,225	43,973
Materials & Supplies	1,560	3,090	3,090	3,090
Total MATERIALS & FUELS	1,560	3,090	3,090	3,090
Ferric Chloride	667	3,500	12,000	12,800
Calcium Hydroxide	-	-	26,000	27,000
Magnesium Hydroxide	34,888	52,000	26,000	27,000
Total CHEMICALS	35,555	55,500	64,000	66,800
Natural Gas/Propane	-	3,000	3,000	3,000
Potable Water	-	359	-	-
Electrical Power	-	169,931	160,000	170,000
Total UTILITIES	-	173,290	163,000	173,000
Total NTP ANAEROBIC DIGESTION	85,014	275,465	271,315	286,863
<i>NTP DIGESTED SOLIDS DEWATERING</i>				
Regular Wages	40,242	41,585	29,821	30,859
Overtime Wages	1,855	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	42,097	43,585	41,225	43,973
Materials & Supplies	715	3,090	3,090	3,090
Total MATERIALS & FUELS	715	3,090	3,090	3,090
Ferric Chloride	53,503	29,000	56,000	58,000
Polymer - Dewatering	110,542	53,500	86,000	100,000
Total CHEMICALS	164,045	82,500	142,000	158,000
Natural Gas/Propane	-	3,000	3,000	3,000
Potable Water	-	538	-	-
Electrical Power	-	19,607	10,000	10,000
Total UTILITIES	-	23,145	13,000	13,000
Total NTP DIGESTED SOLIDS DEWATERING	206,857	152,320	199,315	218,063

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP COGENERATION</i>				
Regular Wages	31,059	41,585	29,821	30,859
Overtime Wages	3,280	2,000	-	-
Benefits	-	-	11,404	13,114
Total PERSONNEL	34,339	43,585	41,225	43,973
Materials & Supplies	44	3,090	3,090	3,090
Total MATERIALS & FUELS	44	3,090	3,090	3,090
Natural Gas/Propane	-	35,000	35,000	35,000
Electrical Power	-	62,557	60,000	60,000
Total UTILITIES	-	97,557	95,000	95,000
Total NTP COGENERATION	34,383	144,232	139,315	142,063
<i>HITE TREATMENT - SUPPORT</i>				
Regular Wages	1,734,930	1,233,371	964,702	1,093,255
Overtime Wages	173,052	50,000	285,000	285,000
Benefits	-	-	369,003	464,642
Total PERSONNEL	1,907,982	1,283,371	1,618,705	1,842,897
Materials & Supplies	56,649	58,000	58,000	62,000
Total MATERIALS & FUELS	56,649	58,000	58,000	62,000
Natural Gas/Propane	274,254	193,500	200,000	208,000
Natural Gas - Suez	72,121	-	-	-
Potable Water	523,071	442,000	442,000	460,000
Electrical Power	239,462	1,523,520	1,400,000	1,360,000
Total UTILITIES	1,108,908	2,159,020	2,042,000	2,028,000
Memberships	2,317	1,500	1,500	1,500
Meetings & Conferences	9,531	20,000	20,000	22,500
Training & Development	11,079	11,000	11,000	15,000
Subscriptions/Publications	90	500	500	500
Total SUPPORT EXPENSES	23,017	33,000	33,000	39,500
Total HITE TREATMENT SUPPORT	3,096,894	3,533,391	3,751,705	3,972,397

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE TREATMENT - PRIMARY NORTH</i>				
Regular Wages	74,513	171,090	122,638	126,925
Overtime Wages	9,934	8,000	-	-
Benefits	-	-	46,915	53,947
Total PERSONNEL	84,447	179,090	169,553	180,872
Materials & Supplies	32	2,000	2,000	2,000
Total MATERIALS & FUELS	32	2,000	2,000	2,000
Electrical Power	67,675	255,064	250,000	250,000
Total UTILITIES	67,675	255,064	250,000	250,000
Total HITE TREATMENT - PRIMARY NORTH	152,154	436,154	421,553	432,872
<i>HITE TREATMENT - PRIMARY SOUTH</i>				
Regular Wages	62,259	171,090	122,638	126,925
Overtime Wages	9,694	8,000	-	-
Benefits	-	-	46,915	53,947
Total PERSONNEL	71,953	179,090	169,553	180,872
Materials & Supplies	1,273	2,000	2,000	2,000
Total MATERIALS & FUELS	1,273	2,000	2,000	2,000
Electrical Power	68,309	73,576	70,000	70,000
Total UTILITIES	68,309	73,576	70,000	70,000
Total HITE TREATMENT - PRIMARY SOUTH	141,535	254,666	241,553	252,872
<i>HITE TREATMENT - SECONDARY NORTH</i>				
Regular Wages	129,005	206,069	148,380	153,570
Overtime Wages	18,646	17,000	-	-
Benefits	-	-	56,750	65,268
Total PERSONNEL	147,651	223,069	205,130	218,838
Materials & Supplies	57	7,300	7,300	7,300
Total MATERIALS & FUELS	57	7,300	7,300	7,300
Electrical Power	1,461,296	1,347,918	1,300,000	1,300,000
Total UTILITIES	1,461,296	1,347,918	1,300,000	1,300,000
Total HITE TREATMENT - SECONDARY NORTH	1,609,004	1,578,287	1,512,430	1,526,138

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE TREATMENT - SECONDARY SOUTH</i>				
Regular Wages	90,569	214,589	154,401	159,801
Overtime Wages	17,092	17,000	-	-
Benefits	-	-	59,054	67,917
Total PERSONNEL	107,661	231,589	213,455	227,718
Materials & Supplies	40	10,000	10,000	10,000
Total MATERIALS & FUELS	40	10,000	10,000	10,000
Electrical Power	1,740,992	1,238,044	1,100,000	1,100,000
Total UTILITIES	1,740,992	1,238,044	1,100,000	1,100,000
Total HITE TREATMENT - SECONDARY SOUTH	1,848,693	1,479,633	1,323,455	1,337,718
<i>HITE TREATMENT - CHLORINATION/DECHLORINATION</i>				
Regular Wages	50,728	49,188	35,230	36,470
Overtime Wages	10,630	4,000	-	-
Benefits	-	-	13,474	15,493
Total PERSONNEL	61,358	53,188	48,704	51,963
Materials & Supplies	2,628	3,200	3,200	3,200
Total MATERIALS & FUELS	2,628	3,200	3,200	3,200
Peracetic Acid	2,421,890	1,600,000	2,000,000	2,000,000
Sodium Bisulfite	301,641	140,000	250,000	150,000
Sodium Hypochlorite	73,073	-	100,000	104,000
Total CHEMICALS	2,796,604	1,740,000	2,350,000	2,254,000
Electrical Power	191,076	73,576	70,000	70,000
Total UTILITIES	191,076	73,576	70,000	70,000
Total HITE TREATMENT - CHLORINATION/DECHLORINATION	3,051,666	1,869,964	2,471,904	2,379,163

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE TREATMENT - GREASE PROCESSING</i>				
Regular Wages	42,423	49,188	35,230	36,470
Overtime Wages	8,550	4,000	-	-
Benefits	-	-	13,474	15,493
Total PERSONNEL	50,973	53,188	48,704	51,963
Materials & Supplies	548	500	500	500
Total MATERIALS & FUELS	548	500	500	500
Natural Gas/Propane	-	92,000	100,000	108,000
Total UTILITIES	-	92,000	100,000	108,000
Total HITE TREATMENT - GREASE PROCESSING	51,521	145,688	149,204	160,463
<i>HITE TREATMENT - DISSOLVED AIR FLOTATION</i>				
Regular Wages	102,049	224,628	161,097	166,727
Overtime Wages	13,244	10,000	-	-
Benefits	-	-	61,620	70,859
Total PERSONNEL	115,293	234,628	222,717	237,586
Materials & Supplies	-	500	500	500
Total MATERIALS & FUELS	-	500	500	500
Polymer - Daf	432,732	496,000	575,000	650,000
Total CHEMICALS	432,732	496,000	575,000	650,000
Electrical Power	226,116	146,172	140,000	140,000
Total UTILITIES	226,116	146,172	140,000	140,000
Total HITE TREATMENT - DISSOLVED AIR FLOTATION	774,141	877,300	938,217	1,028,086

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>HITE TREATMENT - ANAEROBIC DIGESTION</i>				
Regular Wages	69,961	145,289	104,537	108,189
Overtime Wages	11,771	10,000	-	-
Benefits	-	-	39,992	45,979
Total PERSONNEL	81,732	155,289	144,529	154,168
Materials & Supplies	13,900	500	500	500
Total MATERIALS & FUELS	13,900	500	500	500
Ferric Chloride	-	390,000	250,000	260,000
Magnesium Chloride	-	-	-	400,000
Total CHEMICALS	-	390,000	250,000	660,000
Natural Gas/Propane	-	92,000	100,000	100,000
Electrical Power	311,741	182,470	180,000	180,000
Total UTILITIES	311,741	274,470	280,000	280,000
Total HITE TREATMENT - ANAEROBIC DIGESTION	407,373	820,259	675,029	1,094,668
<i>HITE TREATMENT - COGENERATION</i>				
Regular Wages	40,141	11,180	8,154	8,441
Overtime Wages	7,775	4,000	-	-
Benefits	-	-	3,120	3,585
Total PERSONNEL	47,916	15,180	11,274	12,026
UTILITIES				
Electrical Power	(877)	-	-	-
Total UTILITIES	(877)	-	-	-
Os - Suez	1,255,916	1,489,000	1,489,000	1,550,000
Total OUTSIDE SERVICES	1,255,916	1,489,000	1,489,000	1,550,000
Total HITE TREATMENT - COGENERATION	1,302,955	1,504,180	1,500,274	1,562,026

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

OPERATIONS DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>TREATMENT - CENTRIFUGATION</i>				
Regular Wages	118,541	297,303	212,842	220,288
Overtime Wages	23,561	77,000	-	-
Benefits	-	-	81,416	93,621
Total PERSONNEL	142,102	374,303	294,258	313,909
Materials & Supplies	5,028	5,000	5,000	5,000
Total MATERIALS & FUELS	5,028	5,000	5,000	5,000
Ferric Chloride	508,203	390,000	250,000	260,000
Polymer - Centrifuge	2,064,578	2,770,000	2,770,000	2,500,000
Mineral Oil	-	8,500	8,500	8,500
Total CHEMICALS	2,572,781	3,168,500	3,028,500	2,768,500
Electrical Power	381,101	327,660	330,000	330,000
Total UTILITIES	381,101	327,660	330,000	330,000
Total TREATMENT - CENTRIFUGATION	3,101,012	3,875,463	3,657,758	3,417,409
<i>HITE TREATMENT - PROCESS CONTROL OPS</i>				
Regular Wages	192,311	475,217	340,275	352,189
Overtime Wages	32,218	30,000	-	-
Benefits	-	-	130,157	149,681
Total PERSONNEL	224,529	505,217	470,432	501,870
Materials & Supplies	-	5,000	5,000	5,000
Total MATERIALS & FUELS	-	5,000	5,000	5,000
Total HITE TREATMENT - PROCESS CONTROL OPS	224,529	510,217	475,432	506,870
<i>HITE TREATMENT - SPRT TO PROCESS CONTROL</i>				
Regular Wages	22,935	124,395	45,074	93,304
Overtime Wages	9,543	11,000	-	-
Benefits	-	-	17,242	39,653
Total PERSONNEL	32,478	135,395	62,316	132,957
Total HITE TREATMENT - SPRT TO PROCESS CONTROL	32,478	135,395	62,316	132,957
Total OPERATIONS	19,127,513	20,558,899	20,573,653	21,474,374

Resource Recovery and Reuse Department

Description of Operations

The Resource Recovery and Reuse (RR&R) Department is responsible for the Metro District's Transmission System and the Biosolids Management Program. This includes transmission of wastewater from all connectors to the RWHTF and NTP as well as marketing, transporting, and distributing the District's Class B METROGRO[®] biosolids product.

The RR&R Department 2019 Revised Budget decreased by 2.7% compared to the 2019 Budget. This is due to decreasing fuel prices. The 2020 Budget is increasing by 5.3% compared to the 2019 Budget. This is due to an increase in staffing of one position, as well as a budgeted increase in benefits and additional resources for the custom farming operations.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 7,587,216	\$ 7,442,137	\$ (145,079)	\$ 8,011,699	\$ 424,483
Materials & Fuels	2,818,000	2,708,425	(109,575)	2,894,475	76,475
Chemicals	1,950,120	1,950,120	-	2,040,000	89,880
Utilities	264,000	177,750	(86,250)	192,500	(71,500)
Outside Services	1,792,700	1,748,950	(43,750)	2,021,298	228,598
Support Expenses	95,979	94,500	(1,479)	118,300	22,321
Total RR&R	\$ 14,508,015	\$ 14,121,882	\$ (386,133)	\$ 15,278,272	\$ 770,257

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total RR&R Staff	77	77	-	78	1

2018 Highlights

- 230 miles of gravity pipe
- 43 interceptors
- 3,708 manholes
- 7 drainage basins
- 111 diversion structures
- 106 metering facilities
- 30 siphon structures
- 3 lift stations, 3 miles of force mains
- 9,491 line locate responses
 - 1,561 physical locates
- 52,000-acre METROGRO Farm
- 110–120 miles of METROGRO Farm roads
- 29,791 dry tons biosolids land applied
- 13,167 acres biosolids land applied
- 23 truckloads/day biosolids transported 6 days/week
- 8,560 pounds of biosolids in each truck
- 360 permitted land application sites
- 430 pieces of fleet equipment, including:
 - 130 gas vehicles
 - 17 tractor/trailer combos

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
RR&R MANAGEMENT	719,979	513,627	468,415	513,853
RR&R HITE OPERATIONS	6,081,038	7,574,095	7,480,289	8,017,529
RR&R NTP OPERATIONS	38,750	136,928	134,464	136,413
RR&R HITE MAINTENANCE	3,611,131	3,129,668	2,977,658	3,230,958
RR&R NTP MAINTENANCE	107,345	155,905	160,551	270,570
RR&R TRANSMISSION	2,627,295	2,997,792	2,900,505	3,108,949
Total RESOURCE RECOVERY & REUSE	13,185,537	14,508,015	14,121,882	15,278,272

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

RESOURCE RECOVERY & REUSE DEPARTMENT

		2018 Actual	2019 Budget'	2019 Revised'	2020 Adopted
PERSONNEL					
5101	REGULAR WAGES	7,073,578	7,370,216	5,226,095	5,459,288
5105	OVERTIME WAGES	414,308	184,000	184,000	193,200
5104	ON-CALL WAGES	32,102	21,000	21,000	25,000
5103	TEMPORARY WAGES	446	12,000	12,000	14,000
5109	BENEFITS	-	-	1,999,042	2,320,211
Total PERSONNEL		7,520,434	7,587,216	7,442,137	8,011,699
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	1,389,075	1,802,500	1,770,000	1,887,350
5215	TIRES & TUBES	75,363	212,000	171,000	194,000
5220	UNIFORMS	-	-	-	-
5225	GASOLINE	124,432	152,500	144,425	158,125
5230	DIESEL FUEL	700,465	651,000	623,000	655,000
Total MATERIALS & FUELS		2,289,335	2,818,000	2,708,425	2,894,475
CHEMICALS					
5346	HERBACIDE/PESTICIDE	-	40,000	40,000	40,000
5348	FARM CHEMICALS	2,024,042	1,910,120	1,910,120	2,000,000
Total CHEMICALS		2,024,042	1,950,120	1,950,120	2,040,000
UTILITIES					
5410	NATURAL GAS/PROPANE	7,544	22,500	18,250	20,500
5415	POTABLE WATER	11,077	12,000	12,000	12,000
5420	ELECTRICAL POWER	134,834	229,500	147,500	160,000
Total UTILITIES		153,455	264,000	177,750	192,500
OUTSIDE SERVICES					
5540	OS - RENTAL	17,037	128,000	127,000	148,500
5549	OS - OTHER	796,268	1,197,700	1,196,500	1,318,098
5556	OS - MAINTENANCE	78,019	183,100	158,550	270,300
5560	APPLICATION FEES	240,521	283,900	266,900	284,400
Total OUTSIDE SERVICES		1,131,845	1,792,700	1,748,950	2,021,298
SUPPORT SERVICES					
5610	MEMBERSHIPS	2,814	3,230	3,100	3,650
5685	MEETINGS & CONFERENCES	37,589	53,500	53,500	70,700
5686	TRAINING & DEVELOPMENT	24,546	36,849	35,500	41,450
5687	SUBSCRIPTIONS/PUBLICATIONS	1,477	2,400	2,400	2,500
Total SUPPORT EXPENSES		66,426	95,979	94,500	118,300
TOTAL RESOURCE RECOVERY & REUSE		13,185,537	14,508,015	14,121,882	15,278,272

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>TRANSMISSION - MANAGEMENT</i>				
Regular Wages	689,056	764,289	549,929	569,180
On-Call Wages	32,102	21,000	21,000	25,000
Overtime Wages	30,446	-	24,000	25,500
Benefits	-	-	210,348	241,900
Total PERSONNEL	751,604	785,289	805,277	861,580
Materials & Supplies	-	-	-	9,750
Total MATERIALS & FUELS	-	-	-	9,750
Memberships	175	1,230	1,600	361
Meetings & Conferences	786	10,000	3,250	4,000
Training & Development	2,099	14,999	10,370	12,627
Subscriptions/Publications	-	500	500	500
Total SUPPORT EXPENSES	3,060	26,729	15,720	17,488
Total TRANSMISSION - MANAGEMENT	754,664	812,018	820,997	888,818
<i>TRANSMISSION - LIFT STATIONS</i>				
Regular Wages	46,241	51,175	37,039	38,725
Overtime Wages	2,926	12,898	2,845	2,967
Benefits	-	-	14,170	16,456
Total PERSONNEL	49,167	64,073	54,054	58,148
Materials & Supplies	3,036	9,450	9,450	50,000
Total MATERIALS & FUELS	3,036	9,450	9,450	50,000
Natural Gas/Propane	4,495	10,000	8,000	9,000
Potable Water	7,405	11,000	11,000	11,000
Electrical Power	85,046	152,000	90,500	99,500
Total UTILITIES	96,946	173,000	109,500	119,500
Total TRANSMISSION - LIFT STATIONS	149,149	246,523	173,004	227,648

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>TRANSMISSION - ANNUAL CHARGES METERING/SAMPLING</i>				
Regular Wages	140,100	288,226	207,064	212,462
Overtime Wages	11,893	17,427	12,680	13,170
Benefits	-	-	79,199	90,298
Total PERSONNEL	151,993	305,653	298,943	315,930
Materials & Supplies	60,231	45,100	45,100	26,000
Total MATERIALS & FUELS	60,231	45,100	45,100	26,000
Natural Gas/Propane	-	4,000	2,000	3,000
Potable Water	-	1,000	-	-
Electrical Power	26,662	40,000	7,000	23,000
Total UTILITIES	26,662	45,000	9,000	26,000
Os - Maintenance	11,865	28,750	28,750	30,000
Total OUTSIDE SERVICES	11,865	28,750	28,750	30,000
Total TRANSMISSION-ANNUAL CHARGES METERING/SAMPLING	250,751	424,503	381,793	397,930
<i>TRANSMISSION - PLANT METERING/SAMPLING</i>				
Regular Wages	49,607	31,176	22,391	25,330
Overtime Wages	7,608	672	2,385	2,485
Benefits	-	-	8,558	10,767
Total PERSONNEL	57,215	31,848	33,334	38,582
Materials & Supplies	16,705	24,320	24,320	26,000
Total MATERIALS & FUELS	16,705	24,320	24,320	26,000
Total TRANSMISSION - PLANT METERING/SAMPLING	73,920	56,168	57,654	64,582
<i>TRANSMISSION - INDUSTRIAL WASTE METERING/SAMPLING</i>				
Regular Wages	42,417	137,241	99,720	103,789
Overtime Wages	13,409	4,331	5,375	5,594
Benefits	-	-	38,146	44,115
Total PERSONNEL	55,826	141,572	143,241	153,498
Materials & Supplies	3,606	24,320	24,320	11,000
Total MATERIALS & FUELS	3,606	24,320	24,320	11,000
Total TRANSMISSION - INDUSTRIAL WASTE METERING/SAMPLING	59,432	165,892	167,561	164,498

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>TRANSMISSION - OTHER METERING/SAMPLING</i>				
Regular Wages	34,499	44,661	32,489	34,410
Overtime Wages	1,685	-	2,415	2,520
Benefits	-	-	12,425	14,623
Total PERSONNEL	36,184	44,661	47,329	51,553
Materials & Supplies	1,228	11,550	11,550	195,000
Total MATERIALS & FUELS	1,228	11,550	11,550	195,000
Total TRANSMISSION - OTHER METERING/SAMPLING	37,412	56,211	58,879	246,553
<i>TRANSMISSION - INTERCEPTORS</i>				
Regular Wages	902,606	866,598	621,854	644,308
Overtime Wages	44,908	54,763	37,470	38,748
Benefits	-	-	237,858	273,831
Total PERSONNEL	947,514	921,361	897,182	956,887
Materials & Supplies	301,549	172,150	172,150	17,000
Total MATERIALS & FUELS	301,549	172,150	172,150	17,000
Potable Water	3,671	-	1,000	1,000
Electrical Power	8,036	10,000	22,500	7,500
Total UTILITIES	11,707	10,000	23,500	8,500
Os - Maintenance	132	8,250	8,250	8,250
Total OUTSIDE SERVICES	132	8,250	8,250	8,250
Memberships	1,185	-	-	1,539
Meetings & Conferences	11,220	-	5,000	6,000
Training & Development	955	-	6,630	8,073
Total SUPPORT EXPENSES	13,360	-	11,630	15,612
Total TRANSMISSION - INTERCEPTORS	1,274,262	1,111,761	1,112,712	1,006,249
<i>TRANSMISSION - GROUNDS</i>				
Regular Wages	13,632	70,015	50,648	49,973
Overtime Wages	706	3,909	4,015	4,134
Benefits	-	-	19,375	21,234
Total PERSONNEL	14,338	73,924	74,038	75,341
Materials & Supplies	4,939	16,810	16,810	5,000
Total MATERIALS & FUELS	4,939	16,810	16,810	5,000
Total TRANSMISSION - GROUND	19,277	90,734	90,848	80,341

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>TRANSMISSION - VEHICLES</i>				
Regular Wages	8,371	27,682	20,207	20,628
Overtime Wages	-	-	2,815	2,932
Benefits	-	-	7,735	8,770
Total PERSONNEL	8,371	27,682	30,757	32,330
Materials & Supplies	57	6,300	6,300	-
Total MATERIALS & FUELS	57	6,300	6,300	-
Total TRANSMISSION - VEHICLES	8,428	33,982	37,057	32,330
<i>RR&R MANAGEMENT</i>				
Regular Wages	649,346	428,827	277,243	286,948
Overtime Wages	6,736	-	2,625	2,700
Benefits	-	-	106,047	121,955
Total PERSONNEL	656,082	428,827	385,915	411,603
Materials & Supplies	8,013	7,500	7,500	8,850
Total MATERIALS & FUELS	8,013	7,500	7,500	8,850
Os - Other	6,290	8,050	7,850	8,200
Total OUTSIDE SERVICES	6,290	8,050	7,850	8,200
Memberships	1,454	2,000	1,500	1,750
Meetings & Conferences	25,584	43,500	45,250	60,700
Training & Development	21,079	21,850	18,500	20,750
Subscriptions/Publications	1,477	1,900	1,900	2,000
Total SUPPORT EXPENSES	49,594	69,250	67,150	85,200
Total RR&R MANAGEMENT	719,979	513,627	468,415	513,853
<i>RR&R OPERATIONS - METROGRO AG TRANSPORT</i>				
Regular Wages	773,416	716,168	508,440	526,238
Overtime Wages	138,483	25,025	30,894	32,205
Benefits	-	-	194,489	223,648
Total PERSONNEL	911,899	741,193	733,823	782,091
Materials & Supplies	7,524	12,000	12,000	14,000
Diesel Fuel	334,803	301,000	300,000	325,000
Total MATERIALS & FUELS	342,327	313,000	312,000	339,000
Total RR&R OPERATIONS - METROGRO AG TRANSPORT	1,254,226	1,054,193	1,045,823	1,121,091

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>RR&R OPERATIONS - METROGRO FARM AG TRANSPORT</i>				
Regular Wages	149,839	249,149	177,647	186,122
Overtime Wages	8,642	5,372	1,084	1,130
Benefits	-	-	67,963	79,104
Total PERSONNEL	158,481	266,521	258,694	280,356
Materials & Supplies	6,588	4,500	4,500	4,750
Diesel Fuel	18,692	230,000	90,000	100,000
Total MATERIALS & FUELS	25,280	234,500	94,500	104,750
Total RR&R OPERATIONS - METROGRO FARM AG TRANSPORT	183,761	501,021	353,194	385,106
<i>RR&R OPERATIONS - METROGRO AG DISTRIBUTION</i>				
Regular Wages	458,659	704,196	500,539	527,348
Overtime Wages	27,095	11,868	20,212	21,105
Benefits	-	-	191,469	224,114
Total PERSONNEL	485,754	716,064	712,220	772,567
Materials & Supplies	6,172	4,500	4,500	5,000
Diesel Fuel	257,979	80,000	206,000	200,000
Total MATERIALS & FUELS	264,151	84,500	210,500	205,000
Os - Other	2,087	4,150	3,150	3,648
Application Fees	73,306	143,000	130,000	144,000
Total OUTSIDE SERVICES	75,393	147,150	133,150	147,648
Total RR&R OPERATIONS - METROGRO AG DISTRIBUTION	825,298	947,714	1,055,870	1,125,215
<i>RR&R OPERATIONS - METROGRO FARM AG DISTRIBUTION</i>				
Regular Wages	115,911	364,771	259,448	275,814
Overtime Wages	7,747	5,095	1,163	1,230
Benefits	-	-	99,255	117,216
Total PERSONNEL	123,658	369,866	359,866	394,260
Materials & Supplies	1,402	4,000	4,000	4,000
Diesel Fuel	7,860	30,000	17,000	20,000
Total MATERIALS & FUELS	9,262	34,000	21,000	24,000
Os - Other	248	250	250	250
Application Fees	30,889	44,000	40,000	43,000
Total OUTSIDE SERVICES	31,137	44,250	40,250	43,250
METROGRO FARM AG DISTRIBUTION	164,057	448,116	421,116	461,510

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>RR&R OPERATIONS - METROGRO FARM ACTIVITIES</i>				
Regular Wages	442,221	663,091	462,920	486,404
Temporary Wages	446	-	-	-
Overtime Wages	21,454	6,840	1,163	1,230
Benefits	-	-	177,083	206,723
Total PERSONNEL	464,121	669,931	641,166	694,357
Materials & Supplies	146,238	571,000	581,000	615,000
Diesel Fuel	72,287	10,000	10,000	10,000
Total MATERIALS & FUELS	218,525	581,000	591,000	625,000
Herbicide/Pesticide	-	40,000	40,000	40,000
Farm Chemicals	2,024,042	1,910,120	1,910,120	2,000,000
Total CHEMICALS	2,024,042	1,950,120	1,950,120	2,040,000
Natural Gas/Propane	-	4,250	4,250	4,250
Electrical Power	15,091	27,500	27,500	30,000
Total UTILITIES	15,091	31,750	31,750	34,250
Os - Rental	14,168	113,000	113,000	133,500
Os - Other	785,367	1,182,250	1,182,250	1,302,500
Application Fees	83,387	95,000	95,000	95,000
Total OUTSIDE SERVICES	882,922	1,390,250	1,390,250	1,531,000
Total OPERATIONS - METROGRO FARM ACTIVITIES	3,604,701	4,623,051	4,604,286	4,924,607
<i>METROGRO TRANS FARM</i>				
Regular Wages	11,927	68,464	48,632	47,338
Benefits	-	-	18,602	20,119
Total PERSONNEL	11,927	68,464	67,234	67,457
Materials & Supplies	118	-	-	1,000
Diesel Fuel	4,422	-	-	-
Total MATERIALS & FUELS	4,540	-	-	1,000
Total METROGRO TRANS FARM	16,467	68,464	67,234	68,457

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>METROGRO DIST FARM</i>				
Regular Wages	2,123	68,464	48,628	47,337
Overtime Wages	4	-	-	-
Benefits	-	-	18,602	20,119
Total PERSONNEL	2,127	68,464	67,230	67,456
Materials & Supplies	-	-	-	500
Diesel Fuel	4,422	-	-	-
Total MATERIALS & FUELS	4,422	-	-	500
Total METROGRO DIST FARM	6,549	68,464	67,230	67,956
<i>PRIVATE COMPOSTER</i>				
Regular Wages	255	-	-	-
Total PERSONNEL	255	-	-	-
Application Fees	48,740	-	-	-
Total OUTSIDE SERVICES	48,740	-	-	-
Total PRIVATE COMPOSTER	48,995	-	-	-
<i>PRIVATE COMPOSTER-NTP</i>				
Regular Wages	15,424	-	-	-
Overtime Wages	309	-	-	-
Total PERSONNEL	15,733	-	-	-
Total PRIVATE COMPOSTER - NTP	15,733	-	-	-
Total RR&R OPERATIONS	6,119,787	7,711,023	7,614,753	8,153,942

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>RR&R MAINTENANCE - METROGRO AG TRANSPORT</i>				
Regular Wages	298,050	193,395	137,733	142,552
Overtime Wages	41,870	4,079	4,999	5,315
Benefits	-	-	52,684	60,591
Total PERSONNEL	339,920	197,474	195,416	208,458
Materials & Supplies	202,704	200,000	180,000	190,000
Tires & Tubes	40,664	50,000	45,000	50,000
Total MATERIALS & FUELS	243,368	250,000	225,000	240,000
Os - Maintenance	13,440	24,600	17,350	20,000
Total OUTSIDE SERVICES	13,440	24,600	17,350	20,000
Total RR&R MAINTENANCE - METROGRO AG TRANSPORT	596,728	472,074	437,766	468,458
<i>RR&R MAINTENANCE - METROGRO FARM AG TRANSPORT</i>				
Regular Wages	89,230	226,551	161,351	166,996
Overtime Wages	6,539	4,710	1,818	2,105
Benefits	-	-	61,719	70,976
Total PERSONNEL	95,769	231,261	224,888	240,077
Materials & Supplies	29,357	61,500	35,000	40,000
Tires & Tubes	-	22,000	15,000	17,000
Total MATERIALS & FUELS	29,357	83,500	50,000	57,000
Os - Maintenance	5,128	11,200	11,200	14,000
Total OUTSIDE SERVICES	5,128	11,200	11,200	14,000
Total RR&R MAINTENANCE - METROGRO FARM AG TRANSPORT	130,254	325,961	286,088	311,077
<i>RR&R MAINTENANCE - METROGRO AG DISTRIBUTION</i>				
Regular Wages	404,622	222,742	158,439	174,031
Overtime Wages	13,023	5,005	3,496	3,695
Benefits	-	-	60,604	73,966
Total PERSONNEL	417,645	227,747	222,539	251,692
Materials & Supplies	236,954	250,000	250,000	250,000
Tires & Tubes	23,556	30,000	30,000	35,000
Total MATERIALS & FUELS	260,510	280,000	280,000	285,000
Os - Maintenance	5,465	9,000	9,000	10,000
Total OUTSIDE SERVICES	5,465	9,000	9,000	10,000
Total RR&R MAINTENANCE - METROGRO AG DISTRIBUTION	683,620	516,747	511,539	546,692

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>RR&R MAINTENANCE - METROGRO FARM AG DISTRIBUTION</i>				
Regular Wages	116,839	221,430	157,687	168,226
Overtime Wages	6,675	4,505	1,887	2,205
Benefits	-	-	60,319	71,501
Total PERSONNEL	123,514	225,935	219,893	241,932
Materials & Supplies	35,682	100,000	70,000	75,000
Tires & Tubes	-	18,000	14,000	15,000
Total MATERIALS & FUELS	35,682	118,000	84,000	90,000
Os - Maintenance	-	7,000	7,500	7,000
Total OUTSIDE SERVICES	-	7,000	7,500	7,000
Total RR&R MAINTENANCE - METROGRO FARM AG	159,196	350,935	311,393	338,932
<i>RR&R MAINTENANCE - LANDFILL DISPOSAL</i>				
Os - Maintenance	-	-	20,100	-
Total OUTSIDE SERVICES	-	-	20,100	-
Total RR&R MAINTENANCE - LANDFILL DISPOSAL	-	-	20,100	-
<i>RR&R MAINTENANCE - METROGRO FARM ACTIVITIES</i>				
Regular Wages	214,425	145,205	103,276	106,883
Overtime Wages	8,427	3,473	4,998	5,315
Benefits	-	-	39,503	45,437
Total PERSONNEL	222,852	148,678	147,777	157,635
Materials & Supplies	72,904	80,000	80,000	85,000
Tires & Tubes	-	60,000	40,000	45,000
Total MATERIALS & FUELS	72,904	140,000	120,000	130,000
Os - Rental	2,695	14,000	13,000	14,000
Os - Maintenance	5,071	19,100	-	21,650
Total OUTSIDE SERVICES	7,766	33,100	13,000	35,650
Total RR&R MAINTENANCE - METROGRO FARM ACTIVITIES	303,522	321,778	280,777	323,285

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>NTP SUPPORT</i>				
Regular Wages	4,916	129,506	92,220	100,486
Overtime Wages	-	-	589	630
Benefits	-	-	35,273	42,709
Total PERSONNEL	4,916	129,506	128,082	143,825
Materials & Supplies	32,855	5,000	40,000	45,000
Total MATERIALS & FUELS	32,855	5,000	40,000	45,000
Total NTP SUPPORT	37,771	134,506	168,082	188,825
<i>RR&R SUPPORT - BUILDING SUPPORT</i>				
Regular Wages	829,419	71,116	50,847	52,629
Overtime Wages	4,367	515	1,991	2,318
Benefits	-	-	19,450	22,368
Total PERSONNEL	833,786	71,631	72,288	77,315
Materials & Supplies	25,696	7,000	12,000	15,000
Total MATERIALS & FUELS	25,696	7,000	12,000	15,000
Natural Gas/Propane	3,049	4,250	4,000	4,250
Total UTILITIES	3,049	4,250	4,000	4,250
Os - Other	2,277	3,000	3,000	3,500
Os - Maintenance	5,436	9,000	9,000	10,000
Total OUTSIDE SERVICES	7,713	12,000	12,000	13,500
Total RR&R SUPPORT - BUILDING SUPPORT	870,656	94,881	100,288	110,065

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>RR&R SUPPORT - VEHICLES AND EQUIPMENT</i>				
Regular Wages	486,107	442,190	316,730	337,844
Overtime Wages	8,807	13,513	4,659	5,127
Benefits	-	-	121,134	143,590
Total PERSONNEL	494,914	455,703	442,523	486,561
Materials & Supplies	171,774	175,000	165,000	175,000
Tires & Tubes	11,143	30,000	25,000	30,000
Gasoline	120,201	152,500	144,425	158,125
Total MATERIALS & FUELS	303,118	357,500	334,425	363,125
Os - Rental	174	1,000	1,000	1,000
Os - Maintenance	1,072	30,000	10,000	12,000
Application Fees	4,198	1,900	1,900	2,400
Total OUTSIDE SERVICES	5,444	32,900	12,900	15,400
Total RR&R SUPPORT - VEHICLES AND EQUIPMENT	803,476	846,103	789,848	865,086
<i>DISTRICT VEHICLES (NTP)</i>				
Regular Wages	12,849	56,683	40,317	41,727
Overtime Wages	-	-	2,040	2,080
Benefits	-	-	15,420	17,731
Total PERSONNEL	12,849	56,683	57,777	61,538
Materials & Supplies	8,827	8,000	12,000	15,000
Tires & Tubes	-	2,000	2,000	2,000
Gasoline	4,232	-	-	-
Total MATERIALS & FUELS	13,059	10,000	14,000	17,000
Total DISTRICT VEHICLES (NTP)	25,908	66,683	71,777	78,538
<i>METROGRO TRANS FARM</i>				
Regular Wages	980	26,674	18,566	19,216
Overtime Wages	-	-	3,191	3,380
Benefits	-	-	7,104	8,168
Total PERSONNEL	980	26,674	28,861	30,764
Os - Maintenance	-	-	1,200	1,200
Total OUTSIDE SERVICES	-	-	1,200	1,200
Total METROGRO TRANS FARM	980	26,674	30,061	31,964

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>METROGRO DIST FARM</i>				
Regular Wages	1,244	33,848	23,754	24,586
Overtime Wages	-	-	3,191	3,380
Benefits	-	-	9,088	10,451
Total PERSONNEL	1,244	33,848	36,033	38,417
Materials & Supplies	239	-	-	500
Total MATERIALS & FUELS	239	-	-	500
Total METROGRO DIST FARM	1,483	33,848	36,033	38,917
<i>PRIVATE COMPOSTER - NTP</i>				
Regular Wages	712	-	-	-
Total PERSONNEL	712	-	-	-
Total PRIVATE COMPOSTER - NTP	712	-	-	-
<i>BUILDING SUPPORT</i>				
Regular Wages	16,860	-	-	-
Overtime Wages	401	-	-	-
Total PERSONNEL	17,261	-	-	-
Materials & Supplies	1,023	-	-	-
Total MATERIALS & FUELS	1,023	-	-	-
Os - Maintenance	30,410	36,200	1,200	1,200
Total OUTSIDE SERVICES	30,410	36,200	1,200	1,200
Total BUILDING SUPPORT	48,694	36,200	1,200	1,200

SUMMARY OF EXPENSES BY ACTIVITY

RESOURCE RECOVERY & REUSE DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>DISTRICT VEHICLES (NTP)</i>				
Regular Wages	2,083	56,683	40,337	41,758
Benefits	-	-	15,420	17,731
Total PERSONNEL	2,083	56,683	55,757	59,489
Total DISTRICT VEHICLES (NTP)	2,083	56,683	55,757	59,489
<i>DISTRICT VEHICLES - NTP</i>				
Regular Wages	49,592	-	-	-
Overtime Wages	147	-	-	-
Total PERSONNEL	49,739	-	-	-
Materials & Supplies	3,654	2,500	2,500	4,000
Total MATERIALS & FUELS	3,654	2,500	2,500	4,000
Os - Maintenance	-	-	35,000	135,000
Total OUTSIDE SERVICES	-	-	35,000	135,000
Total DISTRICT VEHICLES-NTP	53,393	2,500	37,500	139,000
Total MAINTENANCE	3,718,476	3,285,573	3,138,209	3,501,528
Total RR&R	13,185,537	14,508,015	14,121,882	15,278,272

Administrative Services Department

Description of Operations

The Administrative Services Department is responsible for management and operation of the Finance, Information Technology, Internal Audit, Office Support, Procurement, and Security functions. This includes warehousing, records management, and centralized administrative functions.

The Administrative Services Department 2019 Revised Budget decreased by 0.6% compared to the 2019 Budget. The 2020 Budget is increasing by 9.2% compared to the 2019 Budget. This is due to an increase in staffing of two positions as well as a budgeted increase in benefits and additional resources in Information Technology for licensing and maintenance fees.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 8,032,022	\$ 7,989,163	\$ (42,859)	\$ 8,830,576	\$ 798,554
Materials & Fuels	606,650	623,750	17,100	668,100	61,450
Outside Services	2,605,319	2,622,469	17,150	2,925,998	320,679
Support Expenses	2,178,878	2,113,348	(65,530)	2,229,578	50,700
Total Administrative Services	\$ 13,422,869	\$ 13,348,730	\$ (74,139)	\$ 14,654,252	\$ 1,231,383

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Administrative Services Staff	67	67	-	69	2

2018 Highlights

- 8,992 accounts payable payments processed
- AAA S&P and Aa1 Moody's bond ratings
- >100,000 IT services and devices
- 1,110 land easements mapped in GIS
- 11,739 electronic records filed
- 3,471 hard copy records created
- 26 Colorado Open Records Act responses
- 3 internal audits completed
- 48 Connectors audited
- 6,000 connections audited
- 246 employee P Card holders
- 6,966 P Card transactions (\$2.2 million)
- 3,702 purchase orders (\$45.9 million)
- 340 new stock warehouse items
- 11,065 warehouse items maintained
- 100% accuracy of warehouse inventory
- 7,000 visitors*
- 119,885 access card transactions[†]

* 2018–2019

[†] July 3, 2018–July 3, 2019

METRO WASTEWATER RECLAMATION DISTRICT

DEPARTMENT SUMMARY

ADMINISTRATIVE SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
FINANCE	1,981,708	2,131,952	2,044,970	2,166,606
PROCUREMENT	1,939,115	1,993,602	2,033,037	2,162,712
INFORMATION TECHNOLOGY	6,521,766	6,882,290	6,919,459	7,826,499
INSURANCE	1,311,901	1,385,000	1,300,000	1,375,000
SECURITY	1,063,942	1,030,025	1,051,264	1,123,425
Total ADMINISTRATIVE SERVICES	12,818,432	13,422,869	13,348,730	14,654,242

METRO WASTEWATER RECLAMATION DISTRICT
SUMMARY OF EXPENSES BY OBJECT

ADMINISTRATIVE SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL				
5101 REGULAR WAGES	7,528,879	7,870,522	5,654,734	6,071,631
5105 OVERTIME WAGES	18,758	16,500	16,500	17,000
5104 ON-CALL WAGES	153,673	120,000	130,000	135,000
5103 TEMPORARY WAGES	15,300	25,000	25,000	26,500
5109 BENEFITS	-	-	2,162,929	2,580,445
Total PERSONNEL	7,716,610	8,032,022	7,989,163	8,830,576
MATERIALS & FUELS				
5213 MATERIALS & SUPPLIES	527,443	476,650	493,750	523,100
5220 UNIFORMS	119,521	130,000	130,000	145,000
Total MATERIALS & FUELS	646,964	606,650	623,750	668,100
OUTSIDE SERVICES				
5515 OS - AUDIT	46,950	49,000	48,000	49,500
5520 OS - TRUSTEE	223,896	347,300	285,500	305,500
5535 OS - INFORMATION SERVICES	49,550	-	-	-
5540 OS - RENTAL	17,362	3,000	3,000	3,000
5549 OS - OTHER	891,348	955,400	1,003,400	1,035,900
5556 OS - MAINTENANCE	1,247,503	1,250,619	1,282,569	1,532,088
Total OUTSIDE SERVICES	2,476,609	2,605,319	2,622,469	2,925,988
SUPPORT SERVICES				
5610 MEMBERSHIPS	9,447	9,638	10,538	10,548
5615 TELECOMMUNICATIONS	400,471	422,110	422,110	446,430
5620 POSTAGE & FREIGHT	1,993	26,700	26,700	27,500
5625 PRINTING & ADVERTISING	2,678	2,800	2,800	2,800
5635 COPYING EXPENSE	125,520	132,000	132,000	132,000
5645 INSURANCE	1,286,901	1,360,000	1,275,000	1,350,000
5665 DISADVANTAGED BUSINESS ENT	0	6,000	-	-
5685 MEETINGS & CONFERENCES	53,710	79,030	84,500	89,500
5686 TRAINING & DEVELOPMENT	88,022	131,100	150,200	161,300
5687 SUBSCRIPTIONS/PUBLICATIONS	9,507	9,500	9,500	9,500
Total SUPPORT EXPENSES	1,978,249	2,178,878	2,113,348	2,229,578
Total ADMINISTRATIVE SERVICES	12,818,432	13,422,869	13,348,730	14,654,242

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Engineering Department

Description of Operations

The Engineering Department is primarily responsible for delivering the District’s Capital Project Program. This involves managing the study, design, construction, and post-construction for the majority of the District’s capital projects including condition assessments/fixed assets, permitting, outside consulting engineer agreements, and construction contracts. The Engineering Department also manages all the District’s facility/asset record drawings and is responsible for the land/real property management program.

The Engineering Department 2019 Revised Budget decreased by 4.5% compared to the 2019 Budget. This is due to a reduction in anticipated benefit costs. The 2020 Budget is increasing by 2.2% compared to the 2019 Budget. This is due to budgeted increases in wages and benefits.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 5,643,772	\$ 5,370,088	\$ (273,684)	\$ 5,749,620	\$ 105,848
Materials & Fuels	10,000	10,000	-	12,000	2,000
Outside Services	56,000	57,000	1,000	58,000	2,000
Support Expenses	40,000	52,500	12,500	55,500	15,500
Total Engineering	\$ 5,749,772	\$ 5,489,588	\$ (260,184)	\$ 5,875,120	\$ 125,348

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Engineering Staff	40.75	39.75	(1.00)	39.75	(1.00)

2018 Highlights

- 58 projects managed
- 16 projects supported
- 10 design projects managed
- 23 construction projects managed
- \$76 million in capital project expenditures
- 3 facilities LiDAR scanned for 3D
- 1 property acquired near RWHTF
- 29,000 linear feet of interceptors rehabilitated
- 573 outside-agency plan reviews completed
- 10 connection requests approved
- 3 easements acquired on the Transmission System
- 3 diversion structures rehabilitated

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

ENGINEERING DEPARTMENT

		2018 Actual	2019 Budget	2019 Revised	2020 Adopted
ACCOUNT					
PERSONNEL					
5101	REGULAR WAGES	5,287,014	5,636,272	3,878,905	4,029,568
5105	OVERTIME WAGES	7,302	7,500	7,500	7,500
5109	BENEFITS	-	-	1,483,683	1,712,552
Total PERSONNEL		5,294,316	5,643,772	5,370,088	5,749,620
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	23,867	10,000	10,000	12,000
Total MATERIALS & FUELS		23,867	10,000	10,000	12,000
OUTSIDE SERVICES					
5530	OS - ENGINEERING	52,004	44,000	46,000	46,000
5549	OS - OTHER	15,050	7,000	7,500	7,500
5556	OS - MAINTENANCE	2,292	5,000	3,500	4,500
Total OUTSIDE SERVICES		69,346	56,000	57,000	58,000
SUPPORT SERVICES					
5610	MEMBERSHIPS	7,402	2,000	3,000	3,000
5625	PRINTING & ADVERTISING	-	1,000	500	500
5685	MEETINGS & CONFERENCES	27,551	21,500	21,500	21,500
5686	TRAINING & DEVELOPMENT	5,400	12,500	24,500	27,500
5687	SUBSCRIPTIONS/PUBLICATIONS	6,138	3,000	3,000	3,000
Total SUPPORT EXPENSES		46,491	40,000	52,500	55,500
Total ENGINEERING		5,434,020	5,749,772	5,489,588	5,875,120

Environmental Services Department

Description of Operations

The Environmental Services Department manages District intergovernmental relationships including service contract administration; water quality; regulatory and permit compliance, and industrial and hauled waste control. This department also provides analytical services including sampling, chemical and biological analyses, and technical support for District activities and programs.

The Environmental Services Department 2019 Revised Budget increased by 2.8% compared to the 2019 Budget. This is due to an increasing need for outside services. The 2020 Budget is increasing by 8.6% compared to the 2019 Budget. This is due to budgeted increases in wages and benefits as well as additional needs related to local limits.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 8,500,724	\$ 8,450,119	\$ (50,605)	\$ 9,011,262	\$ 510,538
Materials & Fuels	817,116	911,288	94,172	968,535	151,419
Outside Services	604,466	821,039	216,573	792,157	187,691
Support Expenses	136,470	155,280	18,810	149,983	13,513
Total Environmental Services	\$ 10,058,776	\$ 10,337,726	\$ 278,950	\$ 10,921,937	\$ 863,161

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Environmental Services Staff	80.50	82.00	1.50	82.00	1.50

2018 Highlights

- 2 connector open houses
- 36,000 wastewater samples taken for analysis
- 404,000 laboratory analyses
- 6,611,100 gallons of hauled waste treated
- 20 South Platte River monitoring locations
- 308 industrial pretreatment inspections

BUDGET WORKSHEET

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
ES MANAGEMENT	434,081	416,234	414,399	432,954
ES LABORATORY	5,685,242	6,130,453	6,439,620	6,804,252
ES COVT AFFAIRS	1,003,110	1,114,480	1,105,642	1,167,878
ES REGULATORY AFFAIRS	2,011,718	2,286,882	2,300,141	2,433,713
ES ANNUAL CHARGES	65,744	110,727	77,924	83,140
Total ENVIRONMENTAL SERVICES	9,199,895	10,058,776	10,337,726	10,921,937

BUDGET WORKSHEET

ENVIRONMENTAL SERVICES DEPARTMENT

		2018 Actual	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL					
5101	REGULAR WAGES	7,568,583	8,405,401	6,043,267	6,254,770
5105	OVERTIME WAGES	109,908	95,323	95,323	98,182
5109	BENEFITS	-	-	2,311,529	2,658,310
Total PERSONNEL		7,678,491	8,500,724	8,450,119	9,011,262
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	853,751	817,116	911,288	968,535
Total MATERIALS & FUELS		853,751	817,116	911,288	968,535
OUTSIDE SERVICES					
5525	OS - LEGAL	92,300	100,000	125,000	125,000
5549	OS - OTHER	223,141	214,730	392,730	367,730
5556	OS - MAINTENANCE	182,950	205,409	217,009	213,127
5565	REGULATORY FEES	58,897	84,327	86,300	86,300
Total OUTSIDE SERVICES		557,288	604,466	821,039	792,157
SUPPORT SERVICES					
5610	MEMBERSHIPS	6,456	7,169	8,629	8,629
5625	PRINTING & ADVERTISING	1,421	1,700	1,700	1,700
5685	MEETINGS & CONFERENCES	82,406	100,529	106,629	108,007
5686	TRAINING & DEVELOPMENT	14,462	21,195	28,195	24,441
5687	SUBSCRIPTIONS/PUBLICATIONS	5,620	5,877	10,127	7,206
Total SUPPORT EXPENSES		110,365	136,470	155,280	149,983
TOTAL ENVIRONMENTAL SERVICES		9,199,895	10,058,776	10,337,726	10,921,937

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>MANAGEMENT</i>				
Regular Wages	320,204	278,684	197,576	204,494
Overtime Wages	816	-	-	-
Benefits	-	-	75,573	86,910
Total PERSONNEL	321,020	278,684	273,149	291,404
Materials & Supplies	1,852	2,000	2,500	2,500
Total MATERIALS & FUELS	1,852	2,000	2,500	2,500
Os - Legal	92,300	100,000	125,000	125,000
Os - Other	8,075	20,000	-	-
Total OUTSIDE SERVICES	100,375	120,000	125,000	125,000
Memberships	944	1,100	1,100	1,100
Meetings & Conferences	9,497	10,950	9,650	9,950
Training & Development	47	3,000	2,500	2,500
Subscriptions/Publications	346	500	500	500
Total SUPPORT EXPENSES	10,834	15,550	13,750	14,050
Total MANAGEMENT	434,081	416,234	414,399	432,954

<i>MANAGEMENT</i>				
Regular Wages	423,540	271,558	196,603	203,485
Overtime Wages	6,158	-	-	-
Benefits	-	-	75,198	86,481
Total PERSONNEL	429,698	271,558	271,801	289,966
Materials & Supplies	93,533	147,588	188,657	200,556
Total MATERIALS & FUELS	93,533	147,588	188,657	200,556
Os - Other	100,099	67,280	257,280	232,280
Os - Maintenance	172,206	203,909	213,909	210,027
Total OUTSIDE SERVICES	272,305	271,189	471,189	442,307
Memberships	3,423	2,919	3,379	3,379
Meetings & Conferences	39,428	42,779	49,279	50,757
Training & Development	6,705	6,695	12,195	8,441
Subscriptions/Publications	2,690	2,627	2,627	2,706
Total SUPPORT EXPENSES	52,246	55,020	67,480	65,283
Total MANAGEMENT	847,782	745,355	999,127	998,112

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>SUPPORT TO TREATMENT</i>				
Regular Wages	1,432,352	1,900,988	1,352,148	1,399,476
Overtime Wages	23,270	31,276	31,275	32,213
Benefits	-	-	517,191	594,780
Total PERSONNEL	1,455,622	1,932,264	1,900,614	2,026,469
Materials & Supplies	167,489	135,939	142,736	153,441
Total MATERIALS & FUELS	167,489	135,939	142,736	153,441
Os - Other	8,945	-	-	-
Os - Maintenance	305	-	-	-
Total OUTSIDE SERVICES	9,250	-	-	-
Total SUPPORT TO TREATMENT	1,632,361	2,068,203	2,043,350	2,179,910
<i>STREAM MONITORING</i>				
Regular Wages	682,751	466,468	336,325	348,086
Overtime Wages	13,692	13,901	13,901	14,318
Benefits	-	-	128,650	147,952
Total PERSONNEL	696,443	480,369	478,876	510,356
Materials & Supplies	68,326	62,273	66,943	71,964
Total MATERIALS & FUELS	68,326	62,273	66,943	71,964
Os - Other	6	-	-	-
Os - Maintenance	7	-	-	-
Total OUTSIDE SERVICES	13	-	-	-
Total STREAM MONITORING	764,782	542,642	545,819	582,320
<i>SUPPORT TO RWHTF SOLIDS PROCESSING</i>				
Regular Wages	162,702	423,996	307,185	317,918
Overtime Wages	3,041	8,785	8,786	9,049
Benefits	-	-	117,481	135,116
Total PERSONNEL	165,743	432,781	433,452	462,083
Materials & Supplies	1,767	33,363	35,865	38,555
Total MATERIALS & FUELS	1,767	33,363	35,865	38,555
Os - Other	10	-	-	-
Total OUTSIDE SERVICES	10	-	-	-
Total SUPPORT TO RWHTF SOLIDS PROCESSING	167,520	466,144	469,317	500,638

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>SUPPORT TO RWHTF SOLIDS RECYCLING</i>				
Regular Wages	127,415	476,616	355,726	368,168
Overtime Wages	2,281	11,084	11,084	11,416
Benefits	-	-	136,067	156,486
Total PERSONNEL	129,696	487,700	502,877	536,070
Materials & Supplies	11,217	23,339	25,089	26,971
Total MATERIALS & FUELS	11,217	23,339	25,089	26,971
Os - Other	2,084	-	-	-
Total OUTSIDE SERVICES	2,084	-	-	-
Total SUPPORT TO RWHTF SOLIDS RECYCLING	142,997	511,039	527,966	563,041
<i>ANNUAL CHARGES ANALYSIS</i>				
Regular Wages	625,787	357,504	253,755	262,629
Overtime Wages	18,603	9,342	9,342	9,623
Benefits	-	-	97,044	111,621
Total PERSONNEL	644,390	366,846	360,141	383,873
Materials & Supplies	70,091	113,808	122,344	131,520
Total MATERIALS & FUELS	70,091	113,808	122,344	131,520
Total ANNUAL CHARGES ANALYSIS	714,481	480,654	482,485	515,393
<i>INDUSTRIAL WASTE CONTROL</i>				
Regular Wages	319,917	728,111	541,082	560,006
Overtime Wages	6,066	16,227	16,227	16,714
Benefits	-	-	206,954	238,001
Total PERSONNEL	325,983	744,338	764,263	814,721
Materials & Supplies	129,664	126,317	135,791	145,975
Total MATERIALS & FUELS	129,664	126,317	135,791	145,975
Os - Other	11,316	-	-	-
Os - Maintenance	1,954	-	-	-
Total OUTSIDE SERVICES	13,270	-	-	-
Total INDUSTRIAL WASTE CONTROL	468,917	870,655	900,054	960,696

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>SPECIAL SERVICES</i>				
Regular Wages	639,584	296,064	224,896	232,805
Overtime Wages	12,931	4,708	4,708	4,849
Benefits	-	-	86,035	98,935
Total PERSONNEL	652,515	300,772	315,639	336,589
Materials & Supplies	283,803	144,989	155,863	167,553
Total MATERIALS & FUELS	283,803	144,989	155,863	167,553
Os - Other	1,606	-	-	-
Os - Maintenance	8,478	-	-	-
Total OUTSIDE SERVICES	10,084	-	-	-
Total SPECIAL SERVICES	946,402	445,761	471,502	504,142
<i>REGULATORY AFFAIRS</i>				
Regular Wages	640,785	392,548	255,055	263,979
Overtime Wages	971	-	-	-
Benefits	-	-	97,563	112,195
Total PERSONNEL	641,756	392,548	352,618	376,174
Materials & Supplies	1,484	2,500	9,500	3,500
Total MATERIALS & FUELS	1,484	2,500	9,500	3,500
Os - Other	2,878	5,000	15,000	15,000
Regulatory Fees	58,897	84,327	86,300	86,300
Total OUTSIDE SERVICES	61,775	89,327	101,300	101,300
Memberships	701	500	1,000	1,000
Meetings & Conferences	3,081	4,600	4,600	4,600
Training & Development	4,036	4,000	5,000	5,000
Subscriptions/Publications	2,535	2,750	7,000	4,000
Total SUPPORT EXPENSES	10,353	11,850	17,600	14,600
Total REGULATORY AFFAIRS	715,368	496,225	481,018	495,574

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>PRETREATMENT/INDUSTRIAL WASTE</i>				
Regular Wages	1,255,674	1,749,157	1,288,404	1,333,503
Overtime Wages	20,143	-	-	-
Benefits	-	-	492,819	566,736
Total PERSONNEL	1,275,817	1,749,157	1,781,223	1,900,239
Materials & Supplies	2,280	1,000	2,000	2,000
Total MATERIALS & FUELS	2,280	1,000	2,000	2,000
Os - Other	10	12,500	2,500	2,500
Os - Maintenance	-	1,500	3,100	3,100
Total OUTSIDE SERVICES	10	14,000	5,600	5,600
Memberships	700	1,600	2,100	2,100
Printing & Advertising	1,421	1,700	1,700	1,700
Meetings & Conferences	13,172	19,200	21,500	21,500
Training & Development	2,950	4,000	5,000	5,000
Total SUPPORT EXPENSES	18,243	26,500	30,300	30,300
Total PRETREATMENT INDUSTRIAL WASTE	1,296,350	1,790,657	1,819,123	1,938,139

GOVERNMENTAL AFFAIRS/WATER QUALITY

Regular Wages	873,682	952,980	678,147	701,880
Overtime Wages	550	-	-	-
Benefits	-	-	259,395	298,298
Total PERSONNEL	874,232	952,980	937,542	1,000,178
Materials & Supplies	22,074	24,000	24,000	24,000
Total MATERIALS & FUELS	22,074	24,000	24,000	24,000
Os - Other	88,114	109,950	117,950	117,950
Total OUTSIDE SERVICES	88,114	109,950	117,950	117,950
Memberships	688	1,050	1,050	1,050
Meetings & Conferences	17,228	23,000	21,600	21,200
Training & Development	725	3,500	3,500	3,500
Subscriptions/Publications	49	-	-	-
Total SUPPORT EXPENSES	18,690	27,550	26,150	25,750
Total GOVERNMENTAL AFFAIRS/WATER QUALITY	1,003,110	1,114,480	1,105,642	1,167,878

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY ACTIVITY

ENVIRONMENTAL SERVICES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
<i>ANNUAL CHARGES</i>				
Regular Wages	64,188	110,727	56,365	58,341
Overtime Wages	1,386	-	-	-
Benefits	-	-	21,559	24,799
Total PERSONNEL	65,574	110,727	77,924	83,140
Materials & Supplies	171	-	-	-
Total MATERIALS & FUELS	171	-	-	-
Total ANNUAL CHARGES	65,745	110,727	77,924	83,140
Total ENVIRONMENTAL SERVICES	9,199,895	10,058,776	10,337,726	10,921,937

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Human Resources Department

Description of Operations

The Human Resources Department provides benefits administration; compensation, employee relations, employment, and human resource consulting; training and development; and environmental health and safety programs for all District departments and employees.

The Human Resources Department 2019 Revised Budget increased by 7.8% compared to the 2019 Budget. This is due to additional employee development programs. The 2020 Budget is increasing by 13.2% compared to the 2019 Budget. This is due to budgeted increases in wages and benefits as well as additional employee development programs.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 1,484,571	\$ 1,406,041	\$ (78,530)	\$ 1,499,931	\$ 15,360
Materials & Fuels	73,496	56,500	(16,996)	73,500	4
Outside Services	206,500	206,500	-	181,500	(25,000)
Support Expenses	126,582	370,350	243,768	386,650	260,068
Total Human Resources	\$ 1,891,149	\$ 2,039,391	\$ 148,242	\$ 2,141,581	\$ 250,432

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Human Resources	12.00	12.00	-	12.00	-
Staff					

2018 Highlights

- 64 employees hired
- Vacancy rate decreased from 9% to 3%
- 43 employees promoted
- 27 employees reclassified
- 4 new benefits offerings
- Journeyman Program revamped
- 9 employee events, including 2 Town Halls
- New HRIS system launched
- New Safety Reporting System launched
- \$14,627 Campaign for Caring contributions
- 210 participants in Health & Fitness program
- 1st Annual Employee Survey conducted
- >400 hours of technical training provided

METRO WASTEWATER RECLAMATION DISTRICT

DEPARTMENT SUMMARY

HUMAN RESOURCES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
EMPLOYMENT, TRAINING, & COMPENSATION SERVICES	1,630,467	1,479,158	1,628,475	1,692,073
ENVIRONMENTAL HEALTH & SAFETY	396,727	411,991	410,916	449,508
Total HUMAN RESOURCES	2,027,194	1,891,149	2,039,391	2,141,581

METRO WASTEWATER RECLAMATION DISTRICT

DEPARTMENT SUMMARY

HUMAN RESOURCES DEPARTMENT

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
REGULAR WAGES	1,536,565	1,483,321	1,016,121	1,051,708
OVERTIME WAGES	4,764	1,250	1,250	1,250
BENEFITS	-	-	388,670	446,973
Total PERSONNEL	1,541,329	1,484,571	1,406,041	1,499,931
MATERIALS & SUPPLIES	85,297	73,496	56,500	73,500
Total MATERIALS & FUELS	85,297	73,496	56,500	73,500
OS - OTHER	222,262	198,000	198,000	173,000
OS - MAINTENANCE	8,433	8,500	8,500	8,500
Total OUTSIDE SERVICES	230,695	206,500	206,500	181,500
MEMBERSHIPS	3,855	6,482	8,000	8,000
PRINTING & ADVERTISING	23,857	35,000	45,000	45,000
EMPLOYEE TUITION REIMBURSEMENT	31,936	40,000	35,000	35,000
EMPLOYEE EVENTS	-	-	50,050	47,050
HEALTH & FITNESS	-	-	45,000	45,000
RECOGNITION	-	-	70,700	90,000
DISTRICT-WIDE TRAINING	-	-	35,000	35,000
MEETINGS & CONFERENCES	33,364	26,100	26,100	26,100
TRAINING & DEVELOPMENT	55,016	12,500	38,500	38,500
SUBSCRIPTIONS/PUBLICATIONS	21,845	6,500	17,000	17,000
Total SUPPORT EXPENSES	169,873	126,582	370,350	386,650
Total HUMAN RESOURCES	2,027,194	1,891,149	2,039,391	2,141,581

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Office of the General Counsel

Description of Operations

The Office of the General Counsel is responsible for managing the legal needs and providing advice to the District. In addition, the Office of the General Counsel coordinates and oversees outside legal counsel working on behalf of the District.

The Office of the General Counsel 2019 Revised Budget increased by 10% compared to the 2019 Budget. The 2020 Budget is increasing by 15.9% compared to the 2019 Budget. This is due to budgeted increases in wages and benefits.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 372,462	\$ 421,586	\$ 49,124	\$ 449,770	\$ 77,308
Materials & Fuels	200	200	-	200	-
Outside Services	100,000	100,000	-	100,000	-
Support Expenses	30,100	31,075	975	32,575	2,475
Total Office of the General Counsel	\$ 502,762	\$ 552,861	\$ 50,099	\$ 582,545	\$ 79,783

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Office of the General Counsel Staff	2.00	2.00	-	2.00	-

METRO WASTEWATER RECLAMATION DISTRICT
SUMMARY OF EXPENSES BY OBJECT

OFFICE OF THE GENERAL COUNSEL

		2018 Actual	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL					
5101	REGULAR WAGES	249,942	372,462	304,949	315,622
5109	BENEFITS	-	-	116,637	134,148
Total PERSONNEL		249,942	372,462	421,586	449,770
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	2,091	200	200	200
Total MATERIALS & FUELS		2,091	200	200	200
OUTSIDE SERVICES					
5525	OS - LEGAL	148,867	100,000	100,000	100,000
Total OUTSIDE SERVICES		148,867	100,000	100,000	100,000
SUPPORT SERVICES					
5610	MEMBERSHIPS	990	2,100	2,575	2,575
5685	MEETINGS & CONFERENCES	9,357	17,000	17,000	18,000
5686	TRAINING & DEVELOPMENT	2,218	1,000	1,000	1,000
5687	SUBSCRIPTIONS/PUBLICATIONS	7,921	10,000	10,500	11,000
Total SUPPORT EXPENSES		20,486	30,100	31,075	32,575
Total OFFICE OF THE GENERAL COUNSEL		421,386	502,762	552,861	582,545

Office of the Manager

Description of Operations

The District Manager is responsible for ensuring the mission of the Metro District is achieved by leading the Senior Management Team.

The Office of the Manager (OOM) is the point of contact for the 38-member Board of Directors. It provides information for executive-level and Board decision-making and organizes monthly Standing Committee, Board, and Special Purpose meetings. OOM also provides meeting assistance for the Metro District's two retirement boards – the Defined Benefit Pension Plan Retirement Board and the Defined Contribution Retirement Board.

The Office of the Manager 2019 Revised Budget decreased by 3.8% compared to the 2019 Budget. The 2020 Budget is increasing by 1.3% compared to the 2019 Budget. This is due to budgeted increases in wages and benefits.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 564,277	\$ 558,707	\$ (5,570)	\$ 596,034	\$ 31,757
Materials & Fuels	6,000	5,000	(1,000)	5,000	(1,000)
Outside Services	180,000	180,000	-	180,000	-
Support Expenses	293,200	260,450	(32,750)	276,375	(16,825)
Total Office of the Manager	\$ 1,043,477	\$ 1,004,157	\$ (39,320)	\$ 1,057,409	\$ 13,932

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Office of the Manager Staff	4.00	4.00	-	4.00	-

2018 Highlights

- 12 Board of Directors Meetings
- 13 Special Purpose Committee Meetings
- 50 Standing Committee Meetings
- 4 Retirement Board Meetings
- 2 semiannual Board Workshops
- 36 Senior Management Team Meetings
- 12 Steering Committee Meetings
- 2 Town Halls
- 2 District Manager Community Visits

METRO WASTEWATER RECLAMATION DISTRICT

DEPARTMENT SUMMARY

OFFICE OF THE MANAGER

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
OFFICE OF THE MANAGER	791,921	924,477	886,157	939,409
BOARD OF DIRECTORS/RETIREMENT BOARD	119,452	119,000	118,000	118,000
Total OFFICE OF THE MANAGER	911,373	1,043,477	1,004,157	1,057,409

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

**OFFICE OF THE MANAGER
ALL**

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL				
5101 REGULAR WAGES	470,702	564,277	404,125	418,266
5105 OVERTIME WAGES	1,751	-	-	-
5109 BENEFITS	-	-	154,582	177,768
Total PERSONNEL	472,453	564,277	558,707	596,034
MATERIALS & FUELS				
5213 MATERIALS & SUPPLIES	16,232	6,000	5,000	5,000
Total MATERIALS & FUELS	16,232	6,000	5,000	5,000
OUTSIDE SERVICES				
5549 OS - OTHER	121,194	100,000	100,000	100,000
5570 DIRECTORS ALLOWANCE	79,745	80,000	80,000	80,000
Total OUTSIDE SERVICES	200,939	180,000	180,000	180,000
SUPPORT SERVICES				
5610 MEMBERSHIPS	165,819	209,200	191,450	202,375
5660 CATERING SERVICES	21,934	22,000	22,000	22,000
5685 MEETINGS & CONFERENCES	33,880	60,000	45,000	50,000
5686 TRAINING & DEVELOPMENT	31	2,000	2,000	2,000
5687 SUBSCRIPTIONS/PUBLICATIONS	85	-	-	-
Total SUPPORT EXPENSES	221,749	293,200	260,450	276,375
Total OFFICE OF THE MANAGER	911,373	1,043,477	1,004,157	1,057,409

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Strategy and Innovation Department

Description of Operations

The Strategy and Innovation Department is responsible for identifying, prioritizing, and managing the change required for the Metro District to deliver on its Strategic Plan, Facility Plan and other master plans. This includes managing and providing technical support in the areas of process optimization and technology adoption, as well as integrating capital planning and asset management to inform proper infrastructure project timing. The Department also combines business process improvement and change management with internal and external communications, for effective and sustainable stakeholder engagement.

The Strategy and Innovation Department 2019 Revised Budget increased by 2.7% compared to the 2019 Budget. The 2020 Budget is increasing by 8.8% compared to the 2019 Budget. This is due to budgeted increases in wages and benefits and the addition of one position.

Budget Summary

Category	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Personnel	\$ 2,208,059	\$ 2,240,767	\$ 32,708	\$ 2,385,823	\$ 177,764
Materials & Fuels	24,000	24,000	-	24,000	-
Outside Services	105,000	130,000	25,000	130,000	25,000
Support Expenses	39,000	45,400	6,400	45,400	6,400
Total Strategy and Innovation	\$ 2,376,059	\$ 2,440,167	\$ 64,108	\$ 2,585,223	\$ 209,164

Personnel Summary

	2019 Budget	2019 Revised	Variance 2019B/2019R	2020 Budget	Variance 2019B/2020B
Total Strategy and Innovation Staff	15.00	16.00	1.00	16.00	1.00

2018 Highlights

- 375 infrastructure and business improvement projects prioritized under new process
- 11 outreach events (since September 2018)
- 3 news/trade articles (since September 2018)
- 76 employees' input in communication plan project
- 306 communications inventoried

METRO WASTEWATER RECLAMATION DISTRICT

DEPARTMENT SUMMARY

STRATEGY & INNOVATION

	2018 Actual	2019 Budget	2019 Revised	2020 Adopted
MANAGEMENT	325,884	316,307	314,302	330,438
TECHNICAL & INNOVATION	936,462	1,261,956	1,076,238	1,141,676
STRATEGY	543,455	578,082	671,254	712,517
CAPITAL PLANNING	182,176	219,714	378,373	400,592
Total STRATEGY & INNOVATION	1,987,977	2,376,059	2,440,167	2,585,223

METRO WASTEWATER RECLAMATION DISTRICT

SUMMARY OF EXPENSES BY OBJECT

STRATEGY & INNOVATION

		2018 Projected	2019 Budget	2019 Revised	2020 Adopted
PERSONNEL					
5101	REGULAR WAGES	1,821,437	2,133,359	1,570,183	1,625,134
5105	OVERTIME WAGES	1,149	-	-	-
5106	INTERN WAGES	56,411	74,700	70,000	70,000
5109	BENEFITS	-	-	600,584	690,689
Total PERSONNEL		1,878,997	2,208,059	2,240,767	2,385,823
MATERIALS & FUELS					
5213	MATERIALS & SUPPLIES	13,582	24,000	24,000	24,000
Total MATERIALS & FUELS		13,582	24,000	24,000	24,000
OUTSIDE SERVICES					
5549	OS - OTHER	55,009	105,000	130,000	130,000
Total OUTSIDE SERVICES		55,009	105,000	130,000	130,000
SUPPORT SERVICES					
5610	MEMBERSHIPS	5,141	2,000	2,900	2,900
5685	MEETINGS & CONFERENCES	29,905	27,000	29,500	29,500
5686	TRAINING & DEVELOPMENT	4,764	10,000	13,000	13,000
5687	SUBSCRIPTIONS/PUBLICATIONS	579	-	-	-
Total SUPPORT EXPENSES		40,389	39,000	45,400	45,400
Total STRATEGY & INNOVATION		1,987,977	2,376,059	2,440,167	2,585,223

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**CHANGES IN TRUST FUND BALANCE
2019 and 2020**

General Fund

	2019		2020
	<u>Budget</u>	<u>Revised</u>	<u>Adopted</u>
BALANCE, January 1	\$ 226,497,134	260,644,516	203,301,862
Investment Income	2,831,214	5,212,890	4,066,037
TRANSFER (TO)/FROM OTHER FUNDS			
O&M Revenue Fund	31,665,913	33,663,254	29,365,313
Investment Income to O&M Revenue Fund	(2,831,214)	(5,212,890)	(4,066,037)
F/A Replacement Fund	(61,360,688)	(62,343,494)	(75,015,188)
Capital Project Account	(17,220,325)	(28,662,414)	(28,691,649)
NET FUND TRANSFERS	<u>(49,746,314)</u>	<u>(62,555,544)</u>	<u>(78,407,561)</u>
BALANCE, December 31	\$ <u>179,582,034</u>	<u>203,301,862</u>	<u>128,960,338</u>

**CHANGES IN TRUST FUND BALANCE
2019 and 2020**

Capital Project Account

	2019		2020
	Budget	Revised	Adopted
BALANCE, January 1	\$ -	-	-
TRANSFERS:			
Sewer Connection Charge Fund Transfer	27,947,675	31,647,586	32,318,351
Future Transfers (to) from General Fund	17,220,325	28,662,414	28,691,649
TOTAL TRANSFERS	45,168,000	60,310,000	61,010,000
DISBURSEMENTS:			
Small Projects	(1,350,000)	(1,420,000)	(2,000,000)
Capital Projects	(43,818,000)	(58,890,000)	(59,010,000)
TOTAL DISBURSEMENTS	(45,168,000)	(60,310,000)	(61,010,000)
BALANCE, December 31	\$ -	-	-

**GENERAL FUND - CAPITAL EXPENDITURES
2019 AND 2020**

PROJECT #	PAR #	DESCRIPTION	2019	2020
1010	4	1290 Delgany Common Interceptor Rehabilitation Phase 3	0	187,500
1040	479	1232 Second Creek Interceptor and Sand Creek Interceptor System Imp.	7,073,438	12,974,804
1060	480	1245 Transmission System Air Flow / Odor Control Study	27,959	19,645
1060	481	1239 Transmission System Modeling / Permanent Flow Monitoring	826,307	624,572
1060	642	Transmission System Odor Control Facilities	262,500	0
1060		Transmission System Modeling Support	0	86,250
1080	43	1088 NTP Facilities	288,952	273,462
1080	44	1088 South Platte Interceptor	72,312	0
1080	658	NTP Supplemental Improvements	0	187,500
1080		NTP O&M Evaluation	0	93,750
2020	412	1225 SP Headworks and Grease Processing Improvements	3,346,430	650,300
2030	92	1237 Sidestream Nutrient Removal - Enhanced Bio-P Removal in NS	93,575	0
2030	98	NS Blower and Aeration Improvements	60,000	0
2030	628	1336 North Secondary Pilot Program	0	23,525
2040	92	1237 Sidestream Nutrient Removal - Deammonification in SS	143,759	38,510
2040	106	1085 SS Nitrification Improvements	61,474	0
2050	380	1212 Plant Water Chlorinated Increase Pipe Diameters - North and South	1,416,204	1,788,433
2050	605	1314 RWHTF Peracetic Acid Project	106,356	1,273,649
2050	654	1349 Disinfection Basin Mixing Project	0	14,522
2060	122	1275 Aquatic Life/Habitat Improvements - Phase IV	111,531	0
2060	500	1323 Effluent Temperature Project - In-Stream Improvements	885,938	116,340
2060	505	1265 Electrical Transmission Service Substation	3,844,058	0
2060	562	1279 Segment 15 Temperature Mitigation Alternative Analysis Study	65,071	12,140
2060	581	1303 Water Quality Modeling 2017-2021	105,384	81,000
3010	509	Gravity Thickener Expansion and Fixed Asset Replacements	79,900	0
3030	496	1280 Struvite Reduction and Dewaterability Improvements Evaluation	9,370,995	9,683,640
3030	497	1244 Solids Processing Building Improvements and Fixed Assets Replacement	10,826,696	12,669,700
3030	New	Solids Improvement Evaluation	0	562,500
4000	589	1327 MetroGro Farm Grain Bins	519,750	425,940
5000	464	Dual Data Center Environment	0	275,000
5000	474	1330 Software License Study - Oracle	283,116	248,055
6000	170	1235 RR&R Maintenance Shop Expansion and Relocation	1,196,803	17,004,955
6000	227	RWHTF Potable Water Feed Rehabilitation	39,125	0
6000	236	1235 Warehouse and Maintenance Expansion	687,750	0
6000	441	1203 RWHTF Heating Ventilation and Air Conditioning Optimization	34,884	0
6000	483	1235 OSB Relocation	1,269,231	0
6000	582	1235 Warehouse Maintenance Shop HVAC and Roof Replacements	118,125	0
6000	591	1235 DV-BLDG RR&R Service Building Repurpose	26,250	0
6000	655	1353 TSB Annex and Lab Storage Repurpose	0	236,250
7000	377	Land Acquisition RWHTF	187,500	0
7000	426	1182 Suncor Mgmt of Air Quality/Soil Contamination	116,023	101,272
7000	598	1304 2018 Facility Plan	624,310	70,836
7000	664	1356 Property Acquisition Near RWHTF 2019-2022	0	175,000
2060	125	Environmental Assessment and Response Program	75,000	75,000
2060	422	Future Process Optimization Efforts	140,625	93,750
4000	423	Future Biosolids Environmental Acceptability	75,000	87,500
4000	New	METROGRO Farm Communication Improvements	0	50,000
5000	197	Future Information Systems/Upgrades	102,188	112,500
5000	349	Process Control System - Future Software Upgrades	37,500	47,000
5000	364	Process Control System - Future Hardware Upgrades	15,625	0
5000	554	Conference & Training Room Technology	25,000	25,000
5000	610	1321 2017 Information Technology Masterplan	56,218	39,300
5000	620	Enterprise Service Bus (Interface Software)	0	37,500
5000	621	Inter-Cloud Infrastructure Capacity	37,500	37,500
6000	229	Security Improvements - Future	18,750	18,800
6000	379	RWHTF Future Process Instrumentation	0	75,000
6000	597	1307 North and South Entry Gate Emergency Notification Improvements	85,775	85,800
6000	624	Warehouse Review and Toolset	50,000	0
6000	645	Facilities Maintenance Satellite Facility Improvements	25,000	25,000
6000	646	Warehouse Annex Breezeway	50,000	0

GENERAL FUND - CAPITAL EXPENDITURES
2019 AND 2020

PROJECT #	PAR #	DESCRIPTION	2019	2020
6000	647	Adjustable Rack System	0	62,500
7000	272	Future Startegy and Innovation Programming	0	75,000
7000	275	1338 Sewer Connection Charge Methodology Review - Future	100,000	10,000
7000	541	Innovation and Research Initiatives - Future	75,000	75,000
7000	615	1328 Communication Plan	27,000	0
7000	660	1355 Dynamic Safety System	0	45,000
7000	665	1359 Evaluate and Enhance Metro District's Brand Identity	0	33,800
Total General Fund - Capital Expenditures			45,167,887	61,010,000

**CHANGES IN TRUST FUND BALANCE
2019 and 2020**

Fixed Asset Replacement Fund

	2019		2020
	<u>Budget</u>	<u>Revised</u>	<u>Adopted</u>
BALANCE, January 1	\$ 20,000,000	20,655,185	20,000,000
RECEIPTS:			
Investment Income	150,000	154,914	150,000
TOTAL RECEIPTS	<u>150,000</u>	<u>154,914</u>	<u>150,000</u>
DISBURSEMENTS:			
Capital Projects - Renewals & Replacements	(57,697,000)	(59,511,000)	(69,424,000)
Small FARF Projects	(1,220,000)	(1,080,000)	(2,000,000)
Replacement Equipment & Vehicles ≥ \$250,000	(1,045,000)	(1,045,000)	(1,505,000)
Replacement Equipment & Vehicles ≤ \$250,000	(1,548,688)	(1,517,593)	(2,236,188)
TOTAL DISBURSEMENTS	<u>(61,510,688)</u>	<u>(63,153,593)</u>	<u>(75,165,188)</u>
TRANSFERS (TO)/FROM OTHER FUNDS			
General Fund	58,767,000	59,780,901	71,274,000
Replacement Equipment & Vehicles	2,593,688	2,562,593	3,741,188
NET FUND TRANSFERS	<u>61,360,688</u>	<u>62,343,494</u>	<u>75,015,188</u>
BALANCE, December 31	\$ <u>20,000,000</u>	<u>20,000,000</u>	<u>20,000,000</u>

FIXED ASSET REPLACEMENT FUND - CAPITAL EXPENDITURES
2018 AND 2019

PROJECT #	PAR #	DESCRIPTION	2019	2020
1010	4	1290 Delgany Common Interceptor Rehabilitation Phase 3	405,305	0
1010		Delgany Interceptor System Odor Control Facility	187,500	0
1010	635	1343 National Western Center Delgany Interceptor Relocation	0	6,228,900
1060	59	Future Interceptor Rehab	1,269,375	4,164,000
1060	397	1170 Lift Station Asset Replacements - 2012	23,447	0
1060	553	1277 Interceptor Rehabilitation 2016	80,579	77,870
1060	592	1305 Interceptor Rehabilitation 2017	625,698	40,360
1060	593	1340 Force Main and Siphon Condition Assessment	285,000	1,559,830
1060	594	Interceptor and Siphon Cleaning	2,048,250	0
1060	602	1312 Lift Station Improvements (Thornton-N Washington & Denargo-Market)	4,969,353	8,552,100
1060	612	1325 Diversion and Metering Facilities Grating Condition Assessment & Imp	405,000	1,386,300
1060	618	1332 Interceptor Rehabilitation 2018-2019	7,472,250	4,104,000
1080	658	NTP Supplemental Improvements	0	187,500
2010	75	NP Influent and Effluent Conduit Rehabilitation	348,750	1,749,375
2010	508	NP Clarifier, Pumping and Chemical Fixed Assets Replacement	155,000	0
2010	583	1333 Transformer 8 Replacement	1,267,500	1,901,100
2010	585	North Preliminary Fixed Asset Replacements	85,000	0
2020	412	1225 SP Headworks and Grease Processing Improvements	7,808,338	1,517,360
2020	586	South Primary Fixed Asset Replacement	100,000	0
2030	91	Mixed Liquor Pump and Gallery Fixed Assets Replacement	40,000	0
2030	96	NS Aeration Basin Fixed Assets Replacement	60,000	0
2030	98	NS Blower and Aeration Improvements	20,000	0
2030	100	NS Clarifier Fixed Assets Replacement	35,000	0
2030	249	North East Switchgear (Automatic Throwover) Relocation	80,000	0
2030	666	Flower No. 8 Replacement	0	303,750
2030	559	NS Transformer, Switchgear and West Blower Mods	35,000	0
2040	557	SS Supplemental Improvements	562,500	0
2040	92	1237 Sidestream Nutrient Removal & GVT Mech (Rs 92,506)(Codes 531,532,810)	0	6,800
2050	362	Hypochlorite Tanks Replacement	0	45,000
2050	380	1212 Plant Water Chlorinated Increase Pipe Diameters - North and South	157,356	198,715
3010	506	1237 Gravity Thickener Mechanisms	40,931	0
3010	507	Dissolved Air Flotation Fixed Assets Replacement Near Term	0	75,000
3010	509	Gravity Thickener Expansion and Fixed Asset Replacements	5,100	0
3020	150	1259 Digester Gas Cover and Fixed Assets Replacement	0	871,875
3020	367	1259 Digester Complex Rehabilitation	6,837,304	4,352,770
3030	497	1244 Solids Processing Bldg Improvements - BDSF and Holding	0	19,004,545
3020	499	Cogen Rehabilitation and Management	1,434,375	703,125
3020	587	Holding Tank Fixed Assets Replacements	40,000	0
3030	497	1244 Solids Processing Building Improvements and Fixed Assets Replacement	16,240,045	0
4000	174	MetroGRO Farm Fixed Assets Replacement Long Term	518,750	0
4000	370	1293 DV-BLDG Cake Storage Facility Roof and Gutter Repairs	47,562	0
4000	588	DV-BLDG Cake Storage Facility Asphalt Replacement	162,500	130,000
5000	177	1315 Process Control System - Future Controller Upgrades	85,600	22,000
5000	186	1254 Data Highway Building Wiring Modifications	280,125	89,800
5000	600	1309 Payroll and Human Resources Software Upgrade 2017	180,000	28,480
5000	619	Wireless Infrastructure for Campus	0	93,750
5000	623	Oracle Financial Reset	187,500	93,750
6000	170	1235 RWHTF Support Facility Upgrade	512,916	7,287,900
6000	227	RWHTF Potable Water Feed Rehabilitation	117,375	0
6000	236	1235 Warehouse and Maintenance Expansion	294,750	0
6000	237	1282 Secondary Bridge Improvements	22,826	0
6000	241	Administration Building Fixed Assets Replacement - Roof	0	200,000
6000	318	Underground Conduit Investigation - Future Studies	50,000	50,000
6000	440	North Complex Natural Gas	712,500	712,500
6000	441	1203 RWHTF Heating Ventilation and Air Conditioning Optimization	104,651	0
6000	442	1202 HID Lighting Improvements	304,757	534,545
6000	483	1235 OSB Relocation	543,956	0
6000	486	TSB Internal Improvements and Fixed Assets Replacement	492,500	266,250
6000	492	FM Bldg., Satellite Facility Improve. and Fixed Assets Replacement	302,500	0
6000	582	1235 Warehouse and Maintenance Expansion	50,625	0

FIXED ASSET REPLACEMENT FUND - CAPITAL EXPENDITURES
2018 AND 2019

PROJECT #	PAR #	DESCRIPTION	2019	2020
6000	591	1235 DV_BLDG RR&R Service Building Repurpose	11,250	0
7000	657	Annual FARS Priorities	0	3,375,000
6000	New	RWHTF HVAC High Priority Improvements	0	217,500
1060	612	1325 Diversion and Metering Facilities Grating Condition Assessment & Imp	21,938	0
2060	124	South Platte River Drop Structure Rehab	0	25,000
4000		METROGRO Farm Road Improvements	62,500	62,500
4000		Farm North Transformer and Central Elec Improvements	0	100,000
5000	181	Data Management System (ODS) - Future Upgrades	50,000	0
5000	183	Geographic Information System - Future Upgrades	0	75,000
5000	194	Network Equipment Replacement (DEN) - Future	0	87,000
5000	200	EAM System Improvements - Future	25,000	0
5000	205	Uninterruptible Power Supply Replacement - TSB	60,000	60,000
5000	348	Internet Redevelopment - Future	0	75,000
5000	364	Process Control System - Future Hardware Upgrades	15,625	46,900
5000	366	Records Management - Future Upgrades	0	25,000
5000	466	Network Equipment Replacement (Process) - Future	0	67,500
5000	518	Network Security Infrastructure	0	37,500
5000	519	Firewall Infrastructure (In-Line Firewalls)	0	62,500
5000	521	NTP - SAN Upgrade	62,500	0
5000	619	Wireless Infrastructure for Campus	62,500	0
6000	222	RWHTF Roadway and Surface Repairs - Future	75,000	75,000
6000	226	Railroad Crossing Rehabilitation - Future	0	75,000
6000	229	Security Improvements - Future	18,750	18,750
6000	232	RWHTF Facilities Building Rehab and Flooring Replacement 2015	75,000	75,000
6000	357	Intrusion Detection / IVS Technology Upgrade	93,750	0
6000	460	RWHTF Building Roof Replacement - Future	75,000	75,000
6000	462	Boardroom Audio Visual Refresh	0	60,000
6000	538	1271 RWHTF Electric Gate Actuators	75,000	75,000
6000	625	130 Radio System Upgrade	0	59,600
6000	645	Facilities Maintenance Satellite Facility Improvements	37,500	37,500
6000	651	3147 RWHTF Hazmat Shelter-In-Place Rehabilitation	0	17,500
Total Fixed Asset Replacement Fund			58,916,662	71,424,000

**CHANGES IN TRUST FUND BALANCE
2019 and 2020**

Restricted Sewer Connection Charge Account

	2019		2020
	<u>Budget</u>	<u>Revised</u>	<u>Adopted</u>
BALANCE, January 1	\$ 25,000,000	25,000,000	25,000,000
RECEIPTS:			
Sewer Connection Charges	49,890,267	53,496,770	54,084,658
Interest Income	749,177	776,226	780,635
TOTAL RECEIPTS	<u>50,639,444</u>	<u>54,272,996</u>	<u>54,865,293</u>
TRANSFERS (TO)/FROM OTHER FUNDS			
Debt Service Fund	(22,691,769)	(22,625,410)	(22,546,942)
Capital Projects Account	(27,947,675)	(31,647,586)	(32,318,351)
NET FUND TRANSFERS	<u>(50,639,444)</u>	<u>(54,272,996)</u>	<u>(54,865,293)</u>
BALANCE, December 31	\$ <u>25,000,000</u>	<u>25,000,000</u>	<u>25,000,000</u>

**CHANGES IN TRUST FUND BALANCE
2019 and 2020**

Debt Service Fund

	2019		2020
	Budget	Revised	Adopted
BALANCE, January 1	\$ 36,545,650	36,658,161	36,651,202
Investment Income	149,837	150,298	300,540
DISBURSEMENTS:			
2009A&B Sewer Improvement Bonds			
Interest - due October 1	4,820,602	4,820,602	4,450,650
Principal - due April 1	14,310,000	14,310,000	14,745,000
Interest - due April 1	5,158,175	5,158,175	4,820,602
Build America Bonds (BABS) Credit	(3,143,315)	(3,276,032)	(2,920,444)
	21,145,462	21,012,745	21,095,808
2012A Sewer Improvement Bonds			
Interest - due October 1	7,160,600	7,160,600	6,912,475
Principal - due April 1	9,675,000	9,675,000	9,925,000
Interest - due April 1	7,402,475	7,402,475	7,160,600
	24,238,075	24,238,075	23,998,075
TOTAL DISBURSEMENTS	45,383,537	45,250,820	45,093,883
TRANSFERS (TO)/FROM OTHER FUNDS:			
O&M Revenue Principal & Interest	22,797,320	22,618,451	22,708,864
Sewer Connection Charge Account	22,691,769	22,625,410	22,546,942
A&C Transfer - Debt Service Reserve	-	-	-
O&M Revenue Investment Income	(149,837)	(150,298)	(300,540)
NET FUND TRANSFERS	45,339,252	45,093,563	44,955,266
BALANCE, December 31	\$ 36,651,202	36,651,202	36,813,125

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**RESOLUTION
BOARD OF DIRECTORS
METRO WASTEWATER RECLAMATION DISTRICT
June 18, 2019**

WHEREAS, the proposed 2020 Annual Budget of the Metro Wastewater Reclamation District, hereinafter referred to as the "Metro District," has been prepared by the District Manager with the advice and counsel of the Finance Committee of the Metro District's Board of Directors; and

WHEREAS, the Board of Directors duly published a notice concerning the proposed 2020 Annual Budget as required under C.R.S. §29-1-108 and held a public hearing on May 21, 2019, on said Budget, as provided for in Section 901B of the 2009, 2012, and 2019 Bond Resolutions; and

WHEREAS, the Operations and Finance Committees of the Metro District, after having reviewed the matter, recommend adoption of the proposed 2020 Operating Expense Budget of \$89,569,117; approval of Capital Expenditures of \$2,198,250 from the Operations and Maintenance Fund and \$2,236,188 from the Fixed Asset Replacement Fund, for a total 2020 Capital Expenditure of \$4,434,438 for equipment and vehicle purchases costing greater than or equal to \$10,000 and less than or equal to \$250,000; approval of Small Project expenditures of \$2,000,000 from the General Fund and \$2,000,000 from the Fixed Asset Replacement Fund, for a total expenditure of \$4,000,000 for 2020 Small Projects within the District Manager's spending authority of \$250,000; approval of \$48,014,327 for the Debt Service Fund; maintaining an Operating Reserve of \$1,500,000 previously appropriated from the General Fund; approval of all required internal fund transfers for the 2020 Budget and cash flow requirements; and adoption of Annual Charges for Service for 2020 of \$135,440,824; and

WHEREAS, the Retirement Board has recommended the Metro District contribute \$6,219,293 to the Metro District's Defined Benefit Retirement Plan on January 2, 2020, pursuant to the Actuarial Determined Contribution as of January 1, 2019; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other Committees and the Retirement Board;

NOW, THEREFORE, BE IT RESOLVED that the 2020 Annual Operating Budget of \$89,569,117 for the Metro District, as prepared by the District Manager with the advice and counsel of the Finance Committee, be and hereby is adopted as the 2020 Annual Operating Budget for the Metro District; and

BE IT FURTHER RESOLVED that the proposed Capital Expenditures of \$2,198,250 from the Operations and Maintenance Fund and \$2,236,188 from the Fixed Asset Replacement Fund, for a total 2020 Capital Expenditure of \$4,434,438 for equipment and vehicle purchases costing greater than or equal to \$10,000 and less than or equal to \$250,000, be and hereby are approved; and

BE IT FURTHER RESOLVED that the proposed Small Project expenditures of \$2,000,000 from the General Fund and \$2,000,000 from the Fixed Asset Replacement Fund, for a total expenditure of \$4,000,000 for 2020 Small Projects within the District Manager's spending authority of \$250,000, be and hereby are approved; and

BE IT FURTHER RESOLVED that \$48,014,327 be and hereby is approved for 2020 for the Debt Service Fund; and

BE IT FURTHER RESOLVED that an Operating Reserve for 2020 of \$1,500,000, previously appropriated from the General Fund, be and hereby is maintained; and

BE IT FURTHER RESOLVED that all required internal fund transfers for the 2020 Budget and cash flow requirements be and hereby are approved; and

BE IT FURTHER RESOLVED that Annual Charges for Service for 2020 of \$135,440,824 be and hereby are adopted; and

BE IT FURTHER RESOLVED that the contribution of \$6,219,293 to the Metro District's Defined Benefit Retirement Plan on January 2, 2020, pursuant to the Actuarial Determined Contribution as of January 1, 2019, be and hereby is approved.

**THIS IS A CERTIFIED AND TRUE
COPY OF RESOLUTION ADOPTED**

A handwritten signature in black ink, appearing to be 'D. J. ...', is written over a horizontal line.

**RESOLUTION
BOARD OF DIRECTORS
METRO WASTEWATER RECLAMATION DISTRICT
June 18, 2019**

WHEREAS, the District Manager of the Metro Wastewater Reclamation District, hereinafter referred to as the "Metro District," with the advice and counsel of the Finance Committee of the Metro District's Board of Directors, prepared an Annual Budget for the fiscal year beginning January 1, 2020; and

WHEREAS, the Operations, Finance, and Executive Committees recommend adoption of the proposed 2020 Annual Budget; and

WHEREAS, the Board of Directors further reviewed said proposed Budget to determine its adequacy to meet the obligations of the Metro District for the fiscal year 2020 and, having found the 2020 estimated revenues and expenditures reasonable, adopted said Budget on June 18, 2019; and

WHEREAS, it is incumbent upon the Board of Directors to appropriate the necessary amounts for the purposes set forth in the adopted 2020 Annual Budget;

NOW, THEREFORE, BE IT RESOLVED that \$146,017,882 be and hereby is appropriated as set forth in the 2020 Annual Budget Appropriation Summary attached hereto and made a part hereof.

**THIS IS A CERTIFIED AND TRUE
COPY OF RESOLUTION ADOPTED**

A handwritten signature in black ink, appearing to be "R. O. O.", is written over a horizontal line.