

WWMDC FY19 Final Budget & Rate Hearing	Actual FY2015	Actual FY2016	Actual FY2017	FY18 Rate Hearing (1)	FY18 Final Budget (3)	FY19 Final Budget/Rate	
				Billing/Sales	Apprvd STM	\$60K (C&D)	FY19 Notes Revised 6/13/18
INCOME							
<i>Receipts (User Charges)</i>	214,078	257,294	295,690	186,648	191,120	283,063	
<i>Old Betterment-Principal</i>	26,721	23,661	25,991	38,442	38,442	43,247	Debt expense used for budgeting. Note C-3.
<i>Old Betterment-Interest</i>	7,509	5,915	4,767	7,350	7,350	5,256	Debt expense used for budgeting. Note C-3.
<i>New Betterment-Principal</i>	207,494	199,333	197,696	245,000	245,000	238,077	Debt expense used for budgeting. Note C-3.
<i>New Betterment-Interest</i>	12,589	182,003	175,414	180,265	180,265	165,506	Debt expense used for budgeting. Note C-3.
<i>Current Year Transfer</i>			-	-	35,000	-	One time transfer from Undesignated Fund Balance. FY18 Note 3
<i>Undesignated Fund Bal/Operations</i>			-	50,567	50,567	60,000	Note C-1
Net Operating Income:	468,392	668,206	699,558	708,272	747,744	795,149	Total needed for betterment income & operating expenses.
EXPENSES							
Personal Services							
<i>Salaries (Account Specialist)</i>	16,534	28,284	25,994	25,084	29,555	26,500	Acc't Specialist: \$26,500 (includes \$1,000 overtime). No COLA.
<i>Indirect/Admin & Fringe Ben's</i>	0	24,288	24,669	28,831	28,831	94,965	Town allocations plus hiring a Wastewater Operations Manager. Note C-2.
<i>Legal Services</i>	36,175	0	1,013	5,000	5,000	5,000	No anticipated litigation.
Professional Services							
<i>Facility Operating Contract</i>	47,775	46,962	46,800	47,700	47,700	50,000	Contract ends 9/16/18 @ \$3,900/month. Paul Brinkman: FY19 10% increase, fixed rate over 3 years. Assumes new contractor with higher rates \$4,500 X 12 months. Reduced \$4,000 for new WOM overseeing expenses.
<i>Facility Labor & Other Prof. Serv.</i>	21,118	15,223	34,840	16,427	16,427	20,000	FY17 Actual \$34,840 less Emerg. \$13,384 (\$7,015 268 BPR, \$6,369 install tmt plant pump) = \$21,456 plus 3%/ year increase = \$22,763. Facility is incurring more repairs. Reduced \$3,000 for WOM overseeing expenses.
<i>Engineering Fees</i>	0	0	-	-	-	-	For future use.
<i>NPDES Permit</i>	0	0	-	-	-	-	For future use. Currently no fee for permit.
Total Pers. & Prof. Expenses	121,602	114,757	133,316	123,042	127,513	196,465	
Repairs & Maint. Expenses							
<i>Building Repair & Improvements</i>	5,814	2,478	6,590	2,000	2,000	5,700	FY17 \$5,140 new contracts for fire extinguisher & fire alarm testing and emergency lights and \$1,050 tmt plant heater and supply line repair. FY19 contracts total \$3,661 plus \$2,000 for miscellaneous charges outside WhiteWater's contract totaling \$5,661.
<i>Equipment Repairs & Maint.</i>			20,252	6,687	6,687	8,300	FY17 \$20,252 less pipeline emergencies \$13,394 = \$6,858 less \$1,020 fixed cost for maintenance for 2 backup generators until 2020 = \$5,838 increased at 3%/year = \$6,194. Add back \$1,020 for contracts. WOM vehicle maintenance and fuel \$1,000 = FY19 \$8,214.
<i>Pipeline Maint/Emergency</i>				-	35,000	35,000	Note C-4.
<i>Sludge Disposal</i>	18,780	13,290	30,331	26,168	26,168	25,000	FY17 Actual includes pumping for emergency repairs at the plant. Paul Brinkman will be monitoring this and expects less pumping.
<i>Chemicals</i>	7,338	7,373	6,644	2,787	2,787	7,500	FY17 actual with 3%/year increase = \$7,049.
<i>Markup & Other</i>	1,758	14,316	6,596	5,346	5,346	6,500	FY17 actual \$6,596 less \$174 emergency plus 3%/year increase = \$6,813. Paul Brinkman will be monitoring this.
<i>Surface Water Testing (Oars)</i>	6,062	6,837	6,803	7,066	7,066	7,325	FY19 Actual
Total Repairs & Maint. Exp.	39,752	44,294	77,216	50,054	85,054	95,325	
Operating Expenses							
<i>Disposal (Trash Removal)</i>	0	0	606	1,069	1,069	1,101	FY18 budgeted at \$86.60/month. FY19 contract renews in FY18, per Facilities assume 3% increase of \$86.60/year, for 2 years \$1,101.
<i>Natural Gas-Nt'l Grid & Dir. En.</i>	5,824	4,178	3,844	3,351	3,351	4,100	FY17 actual with 3%/year increase = \$4,078.
<i>Electricity -Eversource</i>	37,501	38,062	31,119	32,212	32,212	33,100	FY17 actual with 3%/year increase = \$33,014

Telephone -Verizon	1,911	1,383	1,320	1,316	1,316	1,800	FY17 actual with 3%/year increase and Paul Brinkman's estimate for addition of a fiber line with internet and voice to run upgraded SCADA emergency call system.
Water -Town of Wayland	596	600	892	972	972	972	FY17 actual with 3%/year increase. Back flow and additional \$25 admin fee (\$946 + \$25).
Admin Serv's & Other	6,893	453	125	200	200	200	
Contingency	0	3,000	3,000	25,000	25,000	10,000	Reduced since most of this will be expensed through the Pipeline Maint/Emerg account.
Total Operating Expenses	52,725	47,676	40,906	64,120	64,120	51,273	
Total Expenses	214,078	206,727	251,438	237,215	276,687	343,063	
CAPITAL EXPENSES							
Old Debt-Principal	28,180	30,886	27,651	38,442	38,442	43,247	From Bank Debt Schedules. Full amount, subsidy not included. Note C-3.
Old Debt-Interest	0	0	2,136	7,350	7,350	5,256	From Bank Debt Schedules. Full amount, subsidy not included. Note C-3.
New Debt -Principal	220,000	240,000	240,000	245,000	245,000	238,077	From Bank Debt Schedules. Full amount, subsidy not included. Note C-3.
New Debt -Interest	203,600	196,715	189,565	180,265	180,265	165,506	From Bank Debt Schedules. Full amount, subsidy not included. Note C-3.
Total Capital Expenses:	451,780	467,601	459,351	471,057	471,057	452,086	
Total:	665,858	674,328	710,789	708,272	747,744	795,149	
RATES							INCOME
Total Expenses	214,078	206,727	251,438	237,215	241,687	343,063	
Use of Undesignated Fund Bal.			-	50,567	50,567	60,000	Note B
Adjusted User Charges			251,438	186,648	191,120	283,063	
Total Current Allocated Capacity	76,245	76,245	76,245	77,088	77,088	78,699	Note C-5.
Total Current Connected	73,330	71,793	76,396	68,483	68,483	70,223	Note C-6. Includes Way Foreign Motors and Wayland Village.
Total Assumed Flow	21,000	23,000	23,000	30,728	30,728	26,202	Note C-7.
Capacity Rate (\$/gpd/year)	2.13	2.76	2.79	1.94	1.98	2.88	80% of Adj. User Charges/Total Current Allocated Capacity.
Flow Rate (\$/gpd/year)	1.58	2.29	1.97	1.21	1.24	2.16	20% of Adjusted User Charges/Total Assumed Flow.
Penalty Rate (\$/gpd/year)	4.74	6.87	5.91	3.64	3.73	6.48	3 Times the Flow Rate above 50% of users design flow.
Annual Amt for 2-bdr condo			831	560	573	871	
Delta Compared to FY2018			271	0	0	311	
% Change from 2018			48%	0%	0%	56%	
Quarterly Increase			208	140	143	218	

Notes are listed for some columns that have been hidden.

A) The FY19 Budget (A) Approved STM Column - Includes \$35,000 for the Pipeline Maintenance/Emergency (PME) account (approved November, 2017 STM).

\$60,000 from Undesignated Fund Balance (operations only) will be used to fund the account.

B) FY19 12/26/17 Budget (b) with WOM Column - Changes made to Salaries and Indirect/Admin accounts for the new Wastewater Operations Manager

(WOM) position that will oversee the Wastewater Treatment Plant and the High School Treatment plant.

C) FY19 Final Budget/Rate Hearing Column:

Due to the expected hiring of the Wastewater Operations Manager, WOM, Paul Brinkman partially reduced the following expense accounts anticipating it will take time for the WOM to get up to speed: Facility Operating Contract, Facility Labor & Other Prof. Services and the Contingency Account.

C-1) Undesignated Fund Balance (operations only) - account. Year-end FY17 there was an overage from Revenue and Expenses of \$40,000. The WWMD will decided to use \$60,000 from retained earnings/operations at the final Rate Hearing on June 13, 2018.

C-2) Indirect/Admin - Estimate of FY19 expenses from other town departments (Treasury, Administration, Facilities, Treatment Plant Insurance & Fringe Benefits).

Amount increased \$68,160 primarily due to the WOM Salary & Benefits. Facilities prior allocation was split between DPW/Engineer and Facilities. Details attached.

C-3) Betterment debt expense number is used as the betterment income number so revenues = expenses. Betterment apportioned income is different from the actual betterment debt expense paid to the bank. Debt expense was reduced due to the High School Treatment Plant taking over the remaining capital account's \$220,000 in debt. The Town and WWMD will pay the remaining principal and interest payments over the life of the bond (FY 2031).

C-4) Pipeline Maintenance/Emergency - November, 2017 Town Meeting approved a current year transfer from Undesignated Fund balance/Operations only. FY19 this will be funded as an operations expense from user fees. The account will be used for DigSafe and maintenance and emergency calls involving the sewer line.

C-5) Total Current Allocated Capacity (Design Flow) 76,396 gpd (from FY18 Q1 Billing Spreadsheet includes 127 gpd Whole Foods and 70 gpd Salon). Additional design flow 440 returned from 5 Concord Road + 380 gpd from Wayland Meadows (820 gpd). Assumes 356 Boston Post Road (Wayland Foreign Motors) will connect in FY18 for 300 gpd. 1/11/18 WWMDC approved additional 1,183 gpd for Wayland Village (former Water Lily increased by 3 seats for 105 gpd and former Energy Unlimited changing to beauty salon with 11 chairs for 983 gpd and 95 gpd for remaining CVS changing to supermarket.) TC 150 seat restaurant in FY19 for 5,250 gpd was not included. Total Current Allocated Capacity 78,699 gpd

C-6) Total Current Connected 68,740 gpd (from FY18 Q1 Billing Spreadsheet includes 127 gpd Whole Foods, + 70 gpd Salon). Assumes additional design flow for: 300 gpd for 356 Boston Post Road + 1,183 gpd Wayland Village. Total Current Connected as of July 1, 2019 70,223 gpd. Not included 820 gpd for 5 Concord Road.

C-7) Total Assumed Flow - Average annual flow June, 2016 - June 2017 from the Discharge Monitoring Report 25,050 (includes Whole Foods and Salon). Plus additional flow added (at half the design flow): 150 gpd for 356 Boston Post Road + Wayland Village 592 gpd + Wayland Meadows 410. Total Assumed Flow 26,202.

D) FY19 Budget 1/13/18 column was the original forecast for the FY19 Rate Hearing Column. New column added "FY19 Budget/Rate Hearing D)" has the Indirect Admin numbers from Finance and New Betterment bonded debt number adjusted for the Capital Account debt of \$220,000 being transferred to the Town.

FY19 Other:

- Privilege fees charged for new design flow applies to the betterments and is not included in the budget. These fees will be used to pay the balance on the bond accounts.
- Additional design flow that may be added to the system during FY19 will affect rates, but will not be changed unless a rate hearing is set up.

FY18 Notes:

- (1) - FY18 Rate Hearing Column (Rate Hearing FY18 tab) are the approved rates on 9/30/16 for quarterly billing and final sales.
 - The overage from FY16 Revenue and Expenses of \$50,567 was used to reduce user rates. This will be paid from undesignated fund balance (operations only).
- (2) FY18 Budget 2/21/17 Before STM Column (FY18 Budget 2/21/17 tab), approved at Town Meeting and Finance Committee. Entered in MUNIS with expenses of \$241,687. Pipeline Maintenance Account was not included. This column is hidden.
- (3) - FY18 Final Budget STM Approved Column, effective 11/14/17, will be used for the Monthly Operating Budget and updated in MUNIS with the following changes:
 - Includes the addition of a Pipeline Maintenance expense account, approved at the November STM, funded through a Current year Transfer from the Undesignated Fund Balance (operations only) account at year-end and will have no affect on revenue or the rate hearing rates.
 - The Pipeline Maintenance expense account for \$35,000 will be used for DigSafe, hiring a contractor to do mark-outs, mainenance and emergency calls involving the sewer line.
- (4) The Betterment debt expense number is used as the betterment income number so revenues = expenses. Betterment apportioned income is different from the actual betterment debt expense paid to the bank.