



Fund 411

Sewer Operating and Maintenance

2024 Water and Sewer Budget
411 Sewer Operating

Prepared July 2023

	% of Total 2024 Budget	\$ 2023 Budget	\$ 2024 Budget	% Change
Engineering	8%	413,746	637,433	54%
Sewer Administration	4%	384,230	337,806	-12%
Computer/Phone User Chrgs	3%	202,269	213,542	6%
Liability Insurance	4%	314,124	314,124	0%
General Management:	18%	1,314,369	1,502,905	14%
WTRF Administration	7%	512,339	550,171	7%
Laboratory	5%	419,996	437,365	4%
Maintenance	11%	922,113	933,173	1%
Operations	32%	2,620,050	2,656,983	1%
Industrial Pretreatment	5%	394,820	420,913	7%
Wastewater Treatment:	60%	4,869,318	4,998,605	3%
Sewer Collection	21%	1,648,873	1,750,617	6%
Sewer Instruments and Controls	1%	44,739	45,940	3%
Wastewater Collection:	22%	1,693,612	1,796,557	6%
Total Sewer Operating:		7,877,299	8,298,067	5%

*adjustment of personnel assignments from
other units.*

Sewer Administration**411-8010-10000**

GL Account *	Notes	2024
7111- Regular Employees		127,767
7211- Disability		772
7212- Health		11,068
7213- Dental		344
7214- Vision		15
7215- Life		368
7216- Workers Compensation		38
7221- General Employees		5,111
7227- 401K		5,008
7231- FICA		7,921
7234- Medicare		1,852
7314- Office Supplies & Materials		103
7411- Postage		103
7432- Publications, Subscriptions, and Dues	Professional services related to rate model development & Financial External Audit (annual, currently Anton Collins Mitchell LLP)	515
7435- Other Purchased Services		25,515
7445- Telephone		50,276
7478- Registration	AWWA compliance refresher courses	1,030
7655- Bank/Investment Charges	Charges from utility billing customer online payments	100,000
		337,806

Sewer Engineering**411-8010-80001**

GL Account *	Notes	2024
7111- Regular Employees		480,889
7211- Disability		2,920
7212- Health		47,042
7213- Dental		1,459
7214- Vision		61
7215- Life		1,392
7216- Workers Compensation		143
7221- General Employees		19,237
7227- 401K		18,848
7231- FICA		29,815
7234- Medicare		6,973
7314- Office Supplies & Materials		103
7315- Small Items of Equipment \$100 - \$5,000		515
7317- Meals/Food - Non-Travel Related		515
7323- Safety And Personal Protection		90
7325- Clothing And Uniforms		600
7411- Postage		575
7418- Advertising		103
7432- Publications, Subscriptions, and Dues	Memberships for NFRWQPA, WEF, UPP and American Society of Civil Engineers	1,670
7433- Memberships & Dues	Memberships in AWWA, WEF, ASCE, and others for three engineers.	873
7435- Other Purchased Services	Licensing costs for AutoCAD and InfoSWMM	12,875
7472- Hotel and Motel	Training and professional development for professional engineers. The annual plan is developed in consultation with the engineers and chief engineer.	4,030
7473- Meals	Training and professional development for professional engineers. The annual plan is developed in consultation with the engineers and chief engineer.	2,030
7474- Air Travel	Training and professional development for professional engineers. The annual plan is developed in consultation with the engineers and chief engineer.	1,600
7475- Mileage	Training and professional development for professional engineers. The annual plan is developed in consultation with the engineers and chief engineer.	1,015
7478- Registration	Training and professional development for professional engineers. The annual plan is developed in consultation with the engineers and chief engineer.	2,060
		637,433

WTRF Administration**411-8100-10000**

GL Account *	Notes	2024
7111- Regular Employees		287,817
7112- Salaries & Wages - Seasonal		16,628
7121- Overtime-Regular		5,658
7211- Disability		1,784
7212- Health		41,508
7213- Dental		1,287
7214- Vision		54
7215- Life		845
7216- Workers Compensation		1,115
7217- Worker Compensation/Seasonal	Seasonal Workers Comp	406
7221- General Employees		11,512
7227- 401K		11,282
7231- FICA		17,845
7232- FICA Seasonal	Seasonal FICA	866
7234- Medicare		4,172
7235- Medicare Seasonal	Seasonal Medicare	213
7314- Office Supplies & Materials	Small batteries, brushes, name tags, rubber stamps, calculators, annual planners and calendars, flash drives, food items for necessary meetings, employee recognition awards. Increased costs also due to an anticipated increase in employee retirement celebrations.	7,549
7315- Small Items of Equipment \$100 - \$5,000	2 office monitors; Two new office chair. Each year, one replacement computer, \$900.	2,575
7316- Computer Hardware/Software < \$5000	2 office monitors; Two new office chair. Each year, one replacement computer, \$900. Boom mic and new speakers for conference space. New accounts for HACH (\$1,900 annually) and BIOWIN (\$2,500 annually) software maintenance agreements for plant usage and data tracking.	7,455
7317- Meals/Food - Non-Travel Related	Retirement lunches, Appreciation lunches, and Training meals	3,090
7318- Medical Supplies	first aid kits	1,030
7321- Medical/Chemical	UV germicide replacement bulbs for offices and meeting rooms; first aid kits.	1,030
7323- Safety And Personal Protection	Boots, PPE, Safety glasses	1,030
7325- Clothing And Uniforms	20 uniformed employees @ \$800 allotment for jeans, shirts, jackets, sweatshirts, coveralls, etc. Increased budget due to under budgeting and higher clothing costs. Amount per employee increased to align with other departments in Water and Sewer.	16,480

WTRF Administration**411-8100-10000**

GL Account *	Notes	2024
7328- Fleet Fuel	Budgeted by Fleet	534
7344- Building and Grounds Maintenance Supplies	Miscellaneous supplies for admin. staff.	1,040
7349- Tools < \$5000	Tool kits for admin building	520
7411- Postage	For certified letters to state, EPA, customers.	103
7412- Mailing/Delivery Services - External	For certified letters to state, EPA, customers.	309
7418- Advertising	Advertising for new employees. Legal ads & notices.	412
7424- In-House Copying	Canon ID #404-a copy machine annual costs.	3,399
7426- Outside Printing	Award nomination packages' printing costs/materials; misc. admin. printing costs. New replacement pamphlets, DVD's, brochures, display boards, etc. for public education & outreach program for each year.	515
7432- Publications, Subscriptions, and Dues	Scientific journals, other training materials as needed	1,030
7433- Memberships & Dues	Four Major memberships currently: NFRWQPA - \$14,500 in 2023 (Expected increase to roughly \$18,000 in 2024), CWWUC - \$1,725 in 2023 (Expected increase, unknown for 2024), CMF - \$4923.83, and NACWA - \$8385 (Possible increase to \$12,000 if service area population increase is put in) Pulling from a number of Accounts to increase (7435, 7472, 7473, 7474). Outcomes from Memberships and dues correlate to high level interactions with other water and wastewater community members. Participation in many of these groups allows us to work together to achieve desired State level outcomes, or to better understand how we can achieve better results as a whole.	33,000

WTRF Administration**411-8100-10000**

GL Account *	Notes	2024
7435- Other Purchased Services	<p>Outside services to assist with employee refresher training requirements for Stormwater/spill prevention, and for troubleshooting emergency situations when in-house City staff is unable to resolve a problem. TMMI annual software maintenance agreement for plant-wide SCADA computer system, Specter Instruments 911 alarm paging system software maintenance; Allen-Bradley (Rexel) software maintenance agreement, HACH WIMS annual software maintenance agreement with one additional license each year. Increase is due to need for Hach software maintenance agreement and additional clients (licenses) for the WIMS database. Tennative Cityworks fees.</p> <p>2021- 2022: Colorado Discharge Permit System (CDPS) anticipated new annual permit fee \$28,000; Colorado Stormwater discharge annual permit fee \$200; state certified truck scale annual fee \$300; Colorado Dept. of Public Health & Environment (CDPHE) air permit annual fee \$750; CDPHE air pollution emission notification update fees for WPCF \$500; UPS mail service charges \$100.</p>	41,364
7462- Equipment Maintenance Charges	Budgeted by Equipment Maintenance	914
7463- Maintenance Agreements	Hach WIMS software internally to track, enter, and pull SCADA data for compliance monitoring and reporting. This comes with a yearly service agreement for support (\$1,047), a certain number of clients (5 clients currently at \$248 ea = \$1240), and interface support to assist with data pulling (\$716) that are all associated with our license each year. If this is preferred to be in the Computer Hardware/Software account, then we would like to bump that account up by this amount.	3,200
7466- Facilities Maintenance	Costs for general maintenance of Admin bldg. such as carpet cleaning. Facilities cost estimate provided in 2019.	3,150

WTRF Administration

411-8100-10000

GL Account *	Notes	2024
7472- Hotel and Motel	Water Environment Federation Technical Conference (WEFTEC) in Chicago (2021), New Orleans (2022) for Plant Supt. & Process Analyst for 4 days. RMSAWWA/RMWEA Annual Conference (2021) at Loveland, CO. Equipment site visits. National Association of Clean Water Agencies (NACWA) annual conference. Process Innovations Conference. IAAP Confereneces	4,150
7473- Meals	GSA per diem x 3 days @ RMWEA/RMSAWWA 2021 Annual Conference at Keystone, CO; WEFTEC 2021 Chicago, IL and WEFTEC 2022 New Orleans, LA respectively. NACWA annual conference	1,560
7474- Air Travel	Roundtrip airfare to WEFTEC 2021 Chicago, IL, and WEFTEC 2022 New Orleans, LA. Misc. air travel for equipment/process site visits per Master Plan recommendations. NACWA annual conference.	1,560
7475- Mileage	Mileage to attend RMWEA/RMSAWWA Annual Conferences and bio solids conferences. Travel to and from Denver (for airport parking) for WEFTEC Conferences. Annual Denver seminars.	515
7477- Other Travel	WEFTEC New Orleans in 2022. Parking fee (2 vehicles) at DIA when attending both WEFTEC Conferences. Taxi fees at conferences. Parking fees for science fair judges at annual Colorado Science & Engineering Fair (CSEF) at CSU.	515
7478- Registration	For Supt. and Process Analyst-Professional Wastewater Operator's (PWO) classes; RMWEA Annual Conference , Loveland, CO; WEFTEC Conference, Chicago, IL; RMWEA Denver, CO Bio solids Conference; Three classes for Admin.Specialist. Professional Wastewater Operator's (PWO) classes; RMWEA Annual Conference, Denver, CO; RMWEA Denver, CO Bio solids Conference; WEFTEC Conference, New Orleans, LA. NACWA annual conference	5,150
7811- Grants-Outside Agencies		4,000
		550,171

WTRF Operations

411-8100-10010

GL Account *	Notes	2024
7111- Regular Employees		670,966
7121- Overtime-Regular	Occasional overtime pay to help offset comp time accruals. Requesting additional funds due to wage increases and several pending employee retirements.	7,201
7211- Disability		4,200
7212- Health		110,688
7213- Dental		3,432
7214- Vision		144
7215- Life		1,978
7216- Workers Compensation		3,224
7221- General Employees		26,838
7227- 401K		26,296
7231- FICA		41,602
7234- Medicare		9,732
7314- Office Supplies & Materials	Pens, pencils, binders, folders, etc. for operations. Batteries, keys, flow chart recorder paper and pens, sludge coretakers,	2,936
7315- Small Items of Equipment \$100 - \$5,000	Replacement of office furniture past its useful life, upgrades to outdated lab equipment (sample refridgerator, TSS apparatus, ph probes, colorimeter, etc).	19,210
7316- Computer Hardware/Software < \$5000	one new additional laptop, one replacement computer, software (BlueBeam)	4,793
7317- Meals/Food - Non-Travel Related	Increase due to more in-house lunch trainings (Lunch and learn) and working lunches.	2,060
7318- Medical Supplies	Needed for updating and creating new first aid kits and supplies.	515
7321- Medical/Chemical	Polymer for dewatering and the new PW Tech volute thickeners. pH buffer, sulfuric acid, reagents, Sampler pump tubing peristaltic, intake tubing, disinfection backup chemicals chlorine, sulfur dioxide, soda ash, caustic soda beads, bio augmentation novozymes bio remove 5805, polymer cleaner, H2S gas measurement tubes, microscope stains, sodium bicarbonate for alkalinity, Ferric chloride. defoamer for dry polymer, lab glassware, pipettes, micronutrients for anammox treatment process. PAX chemical addition for filament control. Hach bench testing process control lab supplies for the DEMON process. Added 5% annually to overall budget to account for polymer increases in cost, shipping, and usage. Adding \$100k, \$150K respectively for increased usage of FeCL3 as recommended from Master Plan Design direction.	658,066

WTRF Operations**411-8100-10001**

GL Account *	Notes	2024
7323- Safety And Personal Protection	safety boots for 8 night operators \$200 ea. Safety glasses 4 per year at \$250 ea. Hearing portection, nitrile gloves, and PPE related to biohazards	4,120
7325- Clothing And Uniforms	Rubber boots, rain gear	2,575
7328- Fleet Fuel	Budgeted by Fleet	1,256
7333- Machinery, Vehicle & Equipment Parts	Parts for operations vehicles and vehicle tires.	1,040
7344- Building and Grounds Maintenance Supplies	Cleaning supplies for dewatering and operations annex buildings. COVID 19 pandemic created higher awareness of the need for regular surface sanitization and required supplies.	2,600
7349- Tools < \$5000	Will fund the purchase/replacement of hand tools for the division.	1,040
7418- Advertising	New employee job advertisements. Expected to increase with retirements pending.	1,030
7424- In-House Copying	In-house copying	180
7426- Outside Printing	Business cards for staff. Signs for plant sponsored RMWEA Greeley seminar.	515
7432- Publications, Subscriptions, and Dues	Reference books for operations,	1,545
7433- Memberships & Dues	Eight memberships for the WEF and Rocky Mt Water EA at \$110 ea.	1,030
7435- Other Purchased Services	Microscopic evaluations by Dr. Michael Richard 4x/year. Increases from higher sludge volumes and resulting hauling costs.	259,170
7441- Electric	Xcel electricity and solar purchase agreement expenses.	684,552
7444- Natural Gas	Natural gas usage to run process at WTRF	83,445
7461- Machine, Vehicle, Equipment	Wastewater sampler service, operations lab balance service, truck scale repair, alarm pager/city radio repair, annual microscope service. 2020 increased radio availability and resulting financial requirements for accessories and batteries.	525
7462- Equipment Maintenance Charges	Budgeted by Equipment Maintenance	1,221
7472- Hotel and Motel	Leadville plant operator school lodging. For Operations Supervisor, WEFTEC Chicago , WEFTEC New Orleans. Regional JAC. Requesting additional funds for anticipated Master Plan recommended equipment site visits in both 2021 and 2022.	4,635

WTRF Operations

411-8100-10001

GL Account *	Notes	2024
7473- Meals	2021 & 2022: Leadville operator school, Denver area activated sludge troubleshooting 3 days, Denver area biological nutrient removal, RMWEA/RMSAWWA annual conference (Keystone, CO). 2020--RMWEA/RMSAWWA annual conference (Loveland, CO). For Operations, WEFTEC Chicago, IL & New Orleans, LA respectively. Increase is due to sending more staff members to the Joint Annual Conference.	1,545
7474- Air Travel	For Operations Supervisor, roundtrip airfare to WEFTEC 2021 Chicago, IL, and WEFTEC 2022 New Orleans, LA. For 2021 & 2022, 2-3 anticipated equipment site visits per recommendations from Master Plan. Increase is due to expected additional air travel requirements.	2,060
7475- Mileage	Roundtrip mileage @ \$0.55/mile. In 2021 & 2022, Leadville operator school 234 miles, activated sludge troubleshooting Denver area 130 miles; biological nutrient removal Denver area 130 miles-RMWEA/RMSAWWA annual conference Loveland, CO (2021-2022). Additional funding of seminar and site visits is requested. Budget fluctuates depending on conference venues and availability of City vehicles.	1,028
7477- Other Travel	Airport parking fees. Car rental for equipment site visits. Shuttles and taxis when attending WEFTEC.	309
7478- Registration	2022: Rocky Mtn. Water Environment Association (RMWEA) operator training-Feb, Denver, March-Golden, May-Denver Metro, June-activated sludge troubleshooting, Denver area, June, PWO seminar, Greeley, July--Leadville conference, RMWEA/RMSAWWA annual conference (Loveland, CO), September, WEFTEC (New Orleans) for Operations Supervisor, October-Estes Park, Nov-annual bio solids conference in (Ft. Collins), 2. Both years, reimbursement for state operator certification exam. Increased budgets for new employees resulting from several expected retirements. Increased training to improve knowledge and operational efficiency.	4,681
7633- Equipment Rentals	Gas Detector Rental Agreement.	3,000
		2,656,983

WTRF Maintenance**411-8100-10020**

GL Account *	Notes	2024
7111- Regular Employees		347,101
7121- Overtime-Regular	Budget is to help offset employee comp time accruals and upcoming maintenance mechanic retirements. Anticipated increase in standby/OT due to increased distribution of responsibilities.	9,052
7211- Disability		2,204
7212- Health		69,180
7213- Dental		2,145
7214- Vision		90
7215- Life		1,035
7216- Workers Compensation		1,666
7221- General Employees		13,884
7227- 401K		13,607
7231- FICA		21,520
7234- Medicare		5,033
7314- Office Supplies & Materials	Office supplies for maintenance staff.	6,489
7315- Small Items of Equipment \$100 - \$5,000	Replace flow/level meters – 6 ea/yr., \$1,400. Pressure Transmitters. Poly Pumps. Chem Pumps. Solenoids for seal water, Chem systems. & TV monitor 2022.	32,960
7317- Meals/Food - Non-Travel Related	Appreciation lunches	2,060
7318- Medical Supplies	First Aid kits	515
7321- Medical/Chemical	Pendulum concentrate ground kill. Roundup weed kill 5 gal. Insecticide. Odor chemical Struvite (ammonium magnesium phosphate) control chemical. Cleaning gas (HCl) for aeration basin diffusers(includes hazardous shipping). Lawn fertilizer. Media for biogas scrubber every year. Glycol for digester heat loop.	34,950
7323- Safety And Personal Protection	Boots, safety glasses, hearing protection, hard hats, fall protection,H2S, Arc flash	9,800
7325- Clothing And Uniforms	Rubber boots/rain gear. Work gloves/25 pairs;	3,044
7328- Fleet Fuel	Budgeted by Fleet	6,866
7333- Machinery, Vehicle & Equipment Parts		5,200
7338- Water, Sewer, Irrigation Line Repair Parts	Sprinkler heads 50 ea. Pipe; miscellaneous pipe. Cleanouts for project lines.	8,320
7344- Building and Grounds Maintenance Supplies		72,600

WTRF Maintenance

411-8100-10020

GL Account *	Notes	2024
7346- Street & Traffic Repair and Maintenance Supplies	<p>Digester recirc pumps - 6 units. Return activated sludge pumps 5 units. Effluent flood pumps 3 units,. Trash pumps 2 units. 12" diesel backup trash pump 1 unit. Centrifuge overhaul one unit each year, centrifuge gearbox. Heat loop pumps 4 units, New centrate treatment system which includes lift station 2 pumps (annually), 5 mixers, 2 blowers, 3 transfer pumps, golf cart/UTV parts, 7 units. Grit turbo pumps 2 units, 1 overhaul/yr. Various heating/cooling valves; boards for 9 HVAC units. Waste gas flare ignitor/starter. New polymer feed systems 3 units. Digester biogas equipment parts. Pump packing. Headworks and digester gas monitors - 4 sensors/yr. Yard hydrant caps, seals, brass fittings. Dewatering sludge pump parts. Biogas booster pumps - 2 units. Band saw & table saw blades and bits. Emergency backup power generators - 3 units. Greases, oils for equipment. Replace electrical wire in aging conduit runs. Dewatering boiler parts, gaskets, yearly cleaning. Catch basin screens for stormwater regulations. Barscreen (rotomat) 3 units in deteriorating condition. Hot water pumps Digester. led gases for cutting torches/brazing. Welding rods/supplies. Maint. Tools. Concrete supplies. Metal pipe, fittings, hardware, steel plate. Lumber for plant projects. PVC pipe and fittings. Paint, lumber and supplies. Light bulbs/ballasts and fixtures.</p>	72,400
7348- Plant Materials	Mulch, tree and plant replacements, rock for plant grounds	1,040
7349- Tools < \$5000		10,400
7411- Postage	Postage for mailings.	227
7418- Advertising	Advertising for new maintenance personnel.	206
7424- In-House Copying		206
7426- Outside Printing		103
7432- Publications, Subscriptions, and Dues	Safety handbooks and correspondence course materials.	515
7433- Memberships & Dues	Maintenance/operations correspondance courses. WEF membership yearly dues. Two certifications renewals.	1,545

WTRF Maintenance

411-8100-10020

GL Account *	Notes	2024
7435- Other Purchased Services	<p>Programmable logic controller (PLC) programming. Testing and certification of plant breakers, medium voltage switches, power metering modules, six areas. 3 programming efforts related to volute thickeners, CHAP, and TWAS pumps. Underground storage tank testing, annual truck scale certification, oil testing 20 tests, backflow preventer testing 11 units, upgrades to backflow prevention devices to meet new regulatory requirements (2019); US mailing service, wastewater certification testing, boiler water treatment, annual crane and hoist inspections. Various instrumentation service/repair/calibration. Increase due to State mandated water main vaults needing upgrades.</p>	61,800
7446- Other Utility	<p>Plant trash disposal, nine dumpsters picked up five times/week, two specialized dumpsters for oily waste, picked up as needed. Increase due to changing amount of trash pickups to 5 times/week. Project activities likely increase utility's across board, increased. WM trash hauling (average of \$581 per month)</p>	7,350
7461- Machine, Vehicle, Equipment	<p>Turf mower repairs. Machine shop repairs. Motor rewinds, crane and hoist repairs. Flow and level meter calibration. Variable speed drives repairs. Generator PM 3 units. Fire extinguisher PM. Plant road maintenance. Crack sealing, seal coating, chip seal. Outside service for outdoor light pole repairs.</p>	52,500
7462- Equipment Maintenance Charges	<p>Budgeted by Equipment Maintenance</p>	5,797
7466- Facilities Maintenance	<p>Roto-rooter service for plant drains these are about \$1000 ea. Replacement of vegetation requiring removal during Nitrification phase 2. Boiler inspections. CDS-1 annual inspection of 2 boilers. HVAC tech services systems are getting very old and in need of repair/replace. Outside contracted cleaning services for buildings annually. Increase is due to the last item which has been budgeted in operations and now moved to maintenance. Numerous HVAC units identified as non corrosion resistant and require replacement.</p>	30,042

WTRF Maintenance**411-8100-10020**

GL Account *	Notes	2024
7472- Hotel and Motel	Vogelsang pump service school or related maintenance training for one employee, and hotel for two employees to attend the RMWEA/2019 RMSAWWA Annual Conference in Keystone, CO. Both years, WEFTEC. Equipment site visits. Increase is due to not budgeting for WEFTEC in the past, equipment site visits, and sending more than one employee to the RMWEA/RMSAWWA Annual Conference.	3,296
7473- Meals	2022 RMWEA Annual Conference (Loveland, CO). Service school. 2022. WEFTEC (New Orleans).	1,545
7474- Air Travel	Airfare to maintenance pump service school, 1 employee. WEFTEC airfare. Misc. airfare for equipment site visits per Master Plan recommendations.	1,751
7475- Mileage	Reimbursement for driving to and from conferences and training. Misc. expenses for mileage reimbursement.	258
7477- Other Travel	Shuttle, taxis when attending WEFTEC.	206
7478- Registration		5,665
7633- Equipment Rentals	Rental of pumps, scaffolding, lifts, centrate reactor warming equipment; other emergency equipment. Gasoline storage tank lease for plant use. 2020 failure of CHAP resulted in \$7k monthly expense for rental of ground thaw heater. 22 increase = contingencies for similar failures requiring emergency equipment.	7,000
		933,173

WTRF Laboratory**411-8100-81001**

GL Account *	Notes	2024
7111- Regular Employees		248,133
7121- Overtime-Regular	Increase due to Construction processes causing disruptions to regular work hours leading to team members working overtime	1,132
7211- Disability		1,554
7212- Health		41,508
7213- Dental		1,287
7214- Vision		54
7215- Life		733
7216- Workers Compensation		1,191
7221- General Employees		9,925
7227- 401K		9,726
7231- FICA		15,385
7234- Medicare		3,598
7314- Office Supplies & Materials	Pens, pencils, folders, binders, labels, clipboards, etc. for lab. Batteries, calendars & refills, items under \$100.	515
7315- Small Items of Equipment \$100 - \$5,000	Laboratory and field instruments, LBOD probe, lab chair, river monitoring equipment, digital buret, research pipettes, E.coli , laboratory probes, sample refrigerator, BOD incubator, analytical balance..	8,385
7316- Computer Hardware/Software < \$5000	Adding new SCADA computers and scheduled replacements of computers in which we are converting desktops to laptops	1,598
7321- Medical/Chemical	Laboratory chemicals, reagents, EPA(QA/QC) standards, analytical glassware, sample bottles and jugs. Other items in the budget include: DO & pH probes, thermometers, filters and filtering equip, poly and nitrile gloves, river sampling supplies, E.coli and fecal coliform supplies, laboratory chemicals, reagents, indicators, ph. buffers, supplies and storage solution, Hach reagents and equipment.	20,600
7323- Safety And Personal Protection	Budgeting for 3 team members for new boots annually, new waders annually, new prescription safety glasses bi-annually, and new safety glasses annually, and other PPE annually.	1,560
7325- Clothing And Uniforms	Waders for river work, work gloves, clean metals sampling suits, Lab coats	1,288
7344- Building and Grounds Maintenance Supplies	Cleaning and routine maintenance supplies for the lab.	569
7349- Tools < \$5000		520
7411- Postage	Postage for lab mailings.	77
7424- In-House Copying	Increase due to under-budgeting in the past with all EPA, CDPHE, and other mailings	1,030

WTRF Laboratory**411-8100-81001**

GL Account *	Notes	2024
7426- Outside Printing	Increase due to no budgeting in the past and being charged	103
7432- Publications, Subscriptions, and Dues	Standard methods, lab manuals, professional publications & newsletters,	412
7433- Memberships & Dues	Increase due to additional memberships for supervisor, coordinator, and analyst.	515
7435- Other Purchased Services	Expense for professional data processing instructions and services via an IGA with the State of Colorado Division of Water Resources satellite-linked river gauge monitoring system. Biomonitoring (extra funds must always be available if sample failures occur; must then perform required TIE & TRE studies). Funding for any plant unscheduled emergency sampling and project analyses. River monitoring: nutrients, metals, benthic study, fish study and Reg #85 analyses. Higher costs for field QA/QC by the Lower Poudre River Monitoring Alliance. Clean metals mercury analysis quarterly. Effluent metals analyses. Hazardous air pollutants (HAP's), digester gas analyses. QA/QC splits w/contract labs. Bio solids metals and nutrient analyses plus Bio solids dioxins scan & radioactivity tests. Deionized water testing.	58,092
7461- Machine, Vehicle, Equipment	Analytical balance calibrations, repair and maintenance of laboratory equipment, sample refrigerator, incubators, ovens, autoclaves, centrifuges.	735
7472- Hotel and Motel	Lab personnel to acquire needed certification training units via the Rocky Mtn. Water Quality Analysts Association (RMWQAA) conference and Rocky Mtn. Water Environment Association (RMWEA) conference.	1,573
7473- Meals	Lab personnel to acquire needed certification training units via the Rocky Mtn. Water Quality Analysts Association (RMWQAA) conference and Rocky Mtn. Water Environment Association (RMWEA) conference.	815
7474- Air Travel	lab staff training and professional development out of state - 1 conference or training per year.	600
7475- Mileage	Mileage for training, classes and meetings. For meetings on nutrient modeling for new regulations. RMWQAA conference, workshops and meetings. Colorado Monitoring Framework (CMF) Workshop and meetings in the Denver area. Lab personnel to attend analytical and regulatory classes through the RMWQAA and RMWEA Lab Practices program.	670
7477- Other Travel	Parking fees when judging state science fair at CSU. Taxis, Car rental etc.	231

WTRF Laboratory**411-8100-81001**

GL Account *	Notes	2024
7478- Registration	Registration to attend the Rocky Mtn. Water Environment Association (RMWEA) conference and RMWEA bio solids conference . Registration for lab personnel to attend the RMWQAA conference. Lab personnel to attend analytical and regulatory classes through the RMWQAA and RMWEA Lab Practices program.	1,751
7633- Equipment Rentals	Deionized water purification system for plant's main laboratory. Rental payments were made in 2019 but were not put in the correct account. .	1,500
		437,365

Industrial Pretreatment**411-8100-81002**

GL Account *	Notes	2024
7111- Regular Employees		268,114
7121- Overtime-Regular		2,263
7211- Disability		1,669
7212- Health		41,508
7213- Dental		1,287
7214- Vision		54
7215- Life		790
7216- Workers Compensation		1,288
7221- General Employees		10,725
7227- 401K		10,510
7231- FICA		16,623
7234- Medicare		3,886
7314- Office Supplies & Materials	Supplies such as pens, paper file folders, office desk items, paper. Batteries, printer cartridges, field instruments, ISCO (the manufacturer of the automatic composite sampler) supplies, jugs, tubing, glassware, award certificates for commercial and industrial users, miscellaneous pretreatment operating supplies; filter replacements for the cleaning room and acid filters.	1,236
7315- Small Items of Equipment \$100 - \$5,000	Misc. items for the pretreatment program.	1,030
7316- Computer Hardware/Software < \$5000		2,130
7318- Medical Supplies	Needed for updating and creating new first aid kits and supplies.	515
7321- Medical/Chemical	pH buffer solutions, Hach test reagents. Misc. chemical cleaners and acids; supplies for cleaning the pretreatment lab. Chemical disposal	1,365
7323- Safety And Personal Protection	Budgeting for 3 team members for new boots annually, new waders annually, new prescription safety glasses bi-annually, and new safety glasses annually, and other PPE annually	2,060
7325- Clothing And Uniforms	One pair glasses; safety boots & vests for two industrial pretreatment technicians; work gloves; protective coveralls are needed because of working in and around city manholes with pretreatment sampling equipment and for low level mercury sampling. Under budgeted in 2018.	515
7328- Fleet Fuel	Budgeted by Fleet	375
7333- Machinery, Vehicle & Equipment Parts	Various equipment parts for sampling and lab workstation in the industrial pretreatment vehicle.	1,383

Industrial Pretreatment**411-8100-81002**

GL Account *	Notes	2024
7344- Building and Grounds Maintenance Supplies	Small tools, equipment and supplies for field repairs and sampling set-up.	416
7349- Tools < \$5000		312
7411- Postage	Classification mailings; Best Management Practices program mailings; misc. notices and orders.	103
7412- Mailing/Delivery Services - External	Increase due to severe under budgeting in the past with all EPA, CDPHE, and other mailings.	515
7418- Advertising	Significant noncompliant public notices and industrial user permit public notices. Annual fee for Public Service Announcements (PSA's) on Pharmaceuticals, and Personal Care Products (PPCP's).	2,590
7424- In-House Copying		412
7426- Outside Printing	Duplication of manuals, information pamphlets, printing of Best Management Practices participant window stickers.	412
7432- Publications, Subscriptions, and Dues	Pretreatment reference materials	515
7433- Memberships & Dues		1,030
7435- Other Purchased Services	Service contract for Linko industrial pretreatment program software. Service contract for Portalogic software (waste hauler's dump station controller). Permit required compliance monitoring of Significant Industrial users (SIU's); CDPS permit required monitoring of WPCF influent and effluent, and local limits monitoring. Potential TENORM and PFAS testing	25,750
7462- Equipment Maintenance Charges		698
7463- Maintenance Agreements	Outside repair of industrial pretreatment sampling equipment or instrumentation.	5,858
7472- Hotel and Motel	Budget is for two employees to attend the National Association of Clean Water Agencies (NACWA) Pretreatment & Pollution Prevention Workshop, or EPA Regional Pretreatment Workshop.	3,090
7473- Meals	Per Diem while attending workshop.	618
7474- Air Travel	Annual NACWA national (or EPA Regional) pretreatment workshop for three employees. Roundtrip airfare.	1,442
7475- Mileage	Anticipated costs to attend the Colorado Industrial Pretreatment Coordinator's Association (CIPCA) meetings.	309
7477- Other Travel	Fees for airport parking, shuttles, taxis; rental cars.	412

Industrial Pretreatment**411-8100-81002**

GL Account *	Notes	2024
7478- Registration	Annual Colorado Industrial Pretreatment Coordinators Association (CIPCA) Fall conference; annual Rocky Mtn. Water Envir. Assoc. (RMWEA) PWO operator's certification training; annual NACWA pretreatment workshop.	3,605
7633- Equipment Rentals	Confined space gas detector lease; deionized water filter system lease for pretreatment clean room lab.	2,500
7811- Grants-Outside Agencies	Funds distributed by the City to the Poudre Learning Center to assist them with the procurement of needed water testing supplies for the students.	1,000
		420,913

Sewer Collection

411-8200-10010

GL Account *	Notes	2024
7111- Regular Employees		928,411
7121- Overtime-Regular	Special projects/annual call-out averages 56, of that 26 were after hours (OT) totaling 80hrs of over time or 3hrs of OT/event. 26 (OT call-outs) x 3hr/event x \$404 (crew rate) = \$31,500.	35,641
7211- Disability		5,951
7212- Health		207,540
7213- Dental		6,433
7214- Vision		278
7215- Life		2,799
7216- Workers Compensation		5,002
7221- General Employees		37,127
7227- 401K		36,397
7231- FICA		57,558
7234- Medicare		13,458
7314- Office Supplies & Materials	Office supplies including copier paper, envelopes, pens, pencils, tape, printer cartridges. Recreational supplies, film, batteries (A, AA, AAA's), keys, gift certificates, name tags, rubber stamps, calendars and planners, trophies, plaques, prizes, awards, calculators, and flash drives.	4,584
7315- Small Items of Equipment \$100 - \$5,000	Furniture and equipment with a per unit cost of \$100 - \$5,000 with useful life of 1 year or more. This does not include repair parts. Budget adjusted, moved hand tools to 7349 "Tools".	6,438
7316- Computer Hardware/Software < \$5000		5,325
7317- Meals/Food - Non-Travel Related	Meals/Food - non-travel related food items for in-house meetings and training and concessions.operations will hold external safety/meetings and share expense with multiple departments.	1,030
7318- Medical Supplies	First aid kits, bandages, aspirin, and other medical items.	1,030
7321- Medical/Chemical	Lab supplies, hazmat supplies, mace, and less-lethal rounds. Chemicals required for operations such as chlorine, de-icing salt, fertilizers, weed spray, fire extinguishers (not charging – see 7461) bug spray, pest strips, CO2 detectors, etc.Chemicals to treat lift stations and general shop maintenance. Upgrades to the lift station discharge manholes are complete, the purchase of bioxide is no longer needed.	5,150

Sewer Collection

411-8200-10010

GL Account *	Notes	2024
7323- Safety And Personal Protection	Safety glasses, boots, ear protection, gloves, safety vests, hard hats, ear plugs, and masks (PPE). 11 employee @ \$600	6,798
7325- Clothing And Uniforms	Purchase of clothing and uniforms. Includes riot gear and fire helmets. 11 employees @ \$600	7,398
7327- Gas And Diesel Fuel		100
7328- Fleet Fuel	Fleet Fuel - Original Budget	38,473
7333- Machinery, Vehicle & Equipment Parts	Parts for fleet vehicles and equipment. maintenance supplies for small engines, compressor, welders, etc. Attachments to mobile field manitenance vehicles. vehicle tool boxes, seat covers etc.	25,900
7338- Water, Sewer, Irrigation Line Repair Parts	Painting supplies; includes supplies such as brushes, rollers, roller trays, spray paint, wallpaper and glue, Plumbing supplies (above ground). Electrical supplies; includes wiring, fuses, electrical components, light fixtures, bulbs. Building supplies including lumber, nails, screws, glue. HVAC supplies; parts and supplies related to the maintenance and repair of heating, ventilation, and air conditioning equipment. Cleaning and routine maintenance supplies such as nitrile gloves, cleansers, trash bags, toilet paper, tissues, paper towels, lens and sanitized wipes.Parts and components required to repair water, sewer (below ground), and sprinkler lines; plastic and concrete pipe. Parts and components used in the repair of sewer mains.	10,816
7344- Building and Grounds Maintenance Supplies	Supplies used to maintain 10 lift station, shop, and the WWC system. Electrical parts, locating paint, janitorial supplies and hand tools.	26,000
7346- Street & Traffic Repair and Maintenance Supplies	Sign parts and supplies, traffic signal supplies. Pavement marking supplies; including pavement paint, thermoplastic markings, etc. Asphalt, tack oil, sand, gravel, and other street repair supplies. Parts for the repair and maintenance of motor vehicles, small engines, batteries (A, AA, AAA, etc. under 7314), chain saws, generators, welders, weed eaters, testing and lab equipment. Also, grader blades & snow blades less than \$5000, tires (includes labor for balancing and mounting), tubes, wheel weights, patching supplies. Vehicle oil, lubricants and windshield wiper fluid. Also includes rope, brooms, shovels, rakes, small tools under \$100.00, glue, sand for golf courses and park sand.	4,285

Sewer Collection**411-8200-10010**

GL Account *	Notes	2024
7349- Tools < \$5000	Tools with a per unit cost between \$100 and \$5,000 with useful life of 1 year or more. The purchase of small tools, lumber, ladders, rakes, shovels, weed eaters and mower blades. also includes all cutting blades for chop saws, angle grinders, reciprocating saws and all welding supplies. Hand tools addition/replacement	6,240
7418- Advertising	Job advertising	155
7426- Outside Printing	Typesetting, printing, binding, graphics, and related professional printing services for reports, brochures, flyers, business cards, forms, etc. Also includes outside copy charges, laminating, small signs and decals made by outside service.	155
7432- Publications, Subscriptions, and Dues	The purchase of work-related books, reports, manuals, and other publications. Subscriptions to newspapers, magazines, newsletters, similar publications, including updates to law journals and professional practices. Cd's, dvd's	515
7433- Memberships & Dues	Annual membership fees for professional organizations that are job related. AWWA, CRWA, WEF etc. Memberships to organizations relevant to employee discipline. Information received through these organizations keep employees informed and educated on the latest water treatment/storage/distribution techniques. Provide approved training units to maintain certifications.	1,030
7435- Other Purchased Services	Share of call tickets at 1.45 per request. 21-22 hire janitorial services@ collections, facility maintenance cant service WWC due to overload.	15,450
7441- Electric	Electrical cost for operating 10 lift stations and the shop	67,851
7442- Water/Sewer/Stormwater	Tbone lift station emergency overflow payments to Evans, stormwater charges for ww collections site; Based on incrs & 12mo rolling avg	59,311
7444- Natural Gas	Used for lift station emergency generator backup and heating the maintenance shop; Based on incrs & 12mo rolling avg	4,843
7446- Other Utility		525

Sewer Collection

411-8200-10010

GL Account *	Notes	2024
7461- Machine, Vehicle, Equipment	Charges from outside contractors for vehicle repair and maintenance services including car washes. Outside services for the repair and maintenance of elevators, machine, power tools, pumps, and other equipment. Also, includes welding and similar technical services. Annual fire extinguishers charging. Flat tire repair. Contracted outside services for the repair and maintenance of streets and roads, including snow removal, asphalt patching, sweeping, repair, street lights, etc. Outside contractor repairs on vehicles and pumps; Asphalt patching	10,500
7462- Equipment Maintenance Charges	Budgeted by Equipment Maintenance	51,243
7463- Maintenance Agreements		2,130
7466- Facilities Maintenance	Building and grounds maintenance - outside services for window washing, glass repair, overhead door repair, carpet cleaning, general cleaning, and similar building maintenance. Outside plumbing, heating and electrical services such as inspections, repairs, locks and keying, & related general maintenance. For properties that the City does own. Outside services related to sprinkler systems, sidewalk/concrete repair and replacement, grass seeding and sodding, landscaping and landscape maintenance, tree trimming, and fence installation or repair.	10,500
7472- Hotel and Motel	Expense for overnight lodging on city business if not included in registration. The increase in budget will cover hotel expense for employees traveling to conferences and school to achieve/maintain City, State & federal certifications to operate and deliver water per the EPA/CDPHE safe water drinking act.	2,575
7473- Meals	Expense for meals while on city business and seminars.	1,030
7474- Air Travel		2,075
7475- Mileage	Reimbursement to employees for the use of their personal vehicle for official city business at a designated rate per mile.	515
7477- Other Travel		500
7478- Registration	Sign up fee for seminars, workshops, and conferences. Registration fees for EPA/CDPHE approved courses/schools/conferences and internet training necessary to achieve/maintain, State/Federal certifications in Storage and distribution of safe, quality drinking water.	12,860

Sewer Collection**411-8200-10010**

GL Account *	Notes	2024
7631- Rent	Rental costs for buildings, offices, storage units, cones, message boards, land, movie rentals, tents, and show booths. There is no longer a gas monitor lease, COG will purchase and maintain all equipment. Perpetual sewer crossing fee (near JBS) to UPPR paid from this account. Fee increased 3%/year. 2021 Fee = 2279.31	10,692
7633- Equipment Rentals	Heavy equipment rental.	10,000
7650- Computer/Phone User Charges	Budgeted by Finance	213,542
		1,964,159

Sewer Collection**411-8200-86006**

GL Account *	Notes	2024
7325- Clothing And Uniforms	Safety boots cog logo hats, hard hats 1, safety shirts , light coveralls, safety gloves, safety vest , first aid kit refill, rubber boots , safety glasses, safety sweatshirts, ear protection plugs, ear protection, ear protection muffs, face shield, eye protection goggles, eye protection over the glasses, rain gear, bug spray, sun screen In the past this money was taken from the treatment plants and reservoirs accounts.	1,648
7463- Maintenance Agreements	Satellite charges for VIASAT and GIT, annual SCADA support contracts: GE Digital by Graymatter (Timber Line). Instructional advice received about the maintenance of new equipment installed at the treatment plants.	42,438
7478- Registration	Registration fees for AWWA. Also for advanced electrical & instrumentation training. Required to attend class on new equipment installed at the treatment plants.	1,854
		45,940