

## Greater Augusta Utility District Board Agenda

Monday, November 18, 2024, 6:00 PM

18 Arsenal Street District Meeting Room, Augusta, Maine

1. Welcome - Knight
2. Introduce Board members & welcome new members
3. Introduce GAUD employees, consultants and guests
4. Agenda additions
5. Old Business
  - a. Approve meeting minutes - **Motion 1** - pages 8 - 11
  - b. Rate committee update
  - c. Project updates – pages 5 - 6
  - d. General Manager's report – page 7
  - e. PFAS “forever chemicals” -
6. New business
  - a. Review financial statements - pages 12 - 14 / budget 15 - 35
  - b. Review liens -
  - c. Policy review - **Motion 2** - pages - fats oils and grease draft - remote meeting policy
  - d. 2025 planning document - **Motion 3** -
  - e. PFAS testing results
  - f. Communications update -pages 38 - 47
  - g. HR update - **Motion 4** - pages
  - h. Public comment
7. Adjourn - **Motion 5**

### Attachments:

- Minutes, pages
- Financial statements, pages
- Proposed operating budget, pages
- CIP water, page
- CIP sewer / storm, pages

**Attendees:**

<input type="checkbox"/>	Knight – Chair	<input type="checkbox"/>	Tudman Walker	<input type="checkbox"/>	Sawyer	<input type="checkbox"/>	Begin
<input type="checkbox"/>	Paradis – Clerk	<input type="checkbox"/>	Hebert	<input type="checkbox"/>	Taylor	<input type="checkbox"/>	Payne
<input type="checkbox"/>	Corey – Treasurer	<input type="checkbox"/>	Munson	<input type="checkbox"/>	Luke	<input type="checkbox"/>	Tarbuck

A quorum consists of 4 voting Trustees.

**Guests:**

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Executive sessions are described in [MRS Title 1 Section 405](#). Executive sessions may only be called by a public recorded vote of 3/5 of the members, present and voting.

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**Upcoming meetings and holidays:**

Thursday, November 28, 2024	Thanksgiving Day	Holiday
Friday, November 29, 2024	Thanksgiving Friday	Holiday
Monday, December 16, 2024	Regular meeting	12 Wms shop
Wednesday, December 25, 2024	Christmas Day	Holiday

Wednesday, January 1, 2025	New Year's Day	Holiday
Monday, January 20, 2025	Martin Luther King, Jr. Day	Holiday
Monday, January 27, 2025	Regular meeting (4th Monday due to holiday)	City Center
Monday, February 17, 2025	Washington's Birthday / Presidents Day	Holiday
Monday, February 24, 2025	Regular meeting (4th Monday due to holiday)	City Center

**Training opportunities**

- December 4, 2024, MMA, [Understanding the Freedom of Access Act Webinar](#) 4:30 pm - 6:00 pm - ZOOM -
  - Keith Taylor has signed up
- December 10-12, 2024, Maine Rural Water Association [Annual Conference](#) -
  - Knight and Paradis have signed up
- December 19, 2024, Maine Water Utilities Association [Bi-Monthly](#)

1. Welcome
2. Introduce Board members
3. Introduce GAUD employees, consultants and guests
4. Agenda additions
5. Old business

- a. Approve meeting minutes - **Motion 1**

<b>Motion:</b> I move to accept the Board meeting minutes for October 21, 2024.			
M	2nd	For	Against

- b. Rate committee updates

The rate committee met on Thursday, October 17. The video from our meeting is [here](#).

- c. Project updates - Begin

Andy will provide updates regarding the District's capital improvement projects.

- d. General Manager's report - Tarbuck

Brian will provide updates not otherwise covered in this report.

- e. PFAS "forever chemicals" discussion - no updates this month.

6. New business

- a. Review financial statements - Payne

Mike will review the September financial statements.

Mike will also present a first draft of the 2025 **operations and maintenance (O&M) budgets**. The Board will vote to approve the budgets at its meeting in December.

The **capital improvement plans** for the sewer, stormwater and drinking water divisions are also included. These priorities will change slightly between now and December. The costs of projects will also change as their scope is modified and better estimates are received. We don't know exactly how much cash will be available to fund these projects but you can at least get a feel for what we want to do in the next year.

- b. Review liens -

There are no liens to review.

- c. Policy review - Tarbuck - **Motion 3**

The remote meeting policy requires review. It has been several years. Management has reviewed this and has no changes to recommend.

Pat Gilbert will walk through the proposed fats, oils and grease policy. No action is needed on this policy.

<b>Motion:</b> I move to approve the remote meeting policy as presented.			
M	2nd	For	Against

- d. Communications update - Meredith Strang-Burgess

Meredith will provide updates for the board.

- e. PFAS testing results

Recent routine sampling of the water from the Riverside wells showed a “sum of six” compound level for PFAS at 23.3 parts per trillion. This is greater than the 20 parts per trillion [limit set by the Maine Legislature](#). Results from the most recent test are shown below in yellow. Prior results are included for comparison.

Sample date	Sample site	PFOS (ppt)	PFOA (ppt)	PFNA (ppt)	PFHxS (ppt)	PFHpA (ppt)	PFDA (ppt)	Sum (ppt)
3/22/2023	Triangle Station - combined	ND	ND	ND	ND	ND	ND	ND
3/22/2023	Riverside Station - combined	3.87	<b>4.66</b>	ND	ND	ND	ND	8.53
11/4/2024	Riverside Station - combined	<b>9.03</b>	<b>8.05</b>	<2.00	2.44	3.74	<2.00	<b>23.3</b>

This is the first time that sample results have exceeded the new 20 parts per trillion Maine standard.

There are some options to discuss at the meeting.

f. HR update - Alan Burton - **Motion 4**

Alan will provide updates for the board.

g. Executive session to discuss union negotiations - **Motion 6**

**Motion:** I move to enter executive session to discuss negotiations relating to the collective bargaining agreement between GAUD and Teamsters Local 340 pursuant to MRS §405 6 D.

M	2nd	For	Against
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h. Public comment

7. Adjourn – **Motion 7**

**Motion:** I move that this body stand adjourned.

M Sawyer	2nd	For	Against
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## Summary of Capital Improvement Projects

### **17001 - Eastside Sewer Siphon - \$4,852,661 & 19047 Redundant River Crossing - \$4,361,049 spent to date**

Status: In construction.

Contracts 1 through 4 - 100% complete. Pending retainage on contract 4.

Contract 5 - Hospital Street Booster Station Piping - Submittals reviewed. Construction is expected to start this month.

Working to move a new fiber network forward with the City and the State, and private interest. GoNetSpeed has expressed interest in leasing our conduit infrastructure.

Scope: Replace the failed 8" cast iron siphon new 16" HDPE pipe & 16-inch water main.

Purpose: Replace failed infrastructure, then rehabilitate the existing 20" cast iron pipe.

Budget: \$5.1 Million (Update to **\$8.4 Million** additional \$3 Million in Grant Funding)

Schedule: Construction completion anticipated Q4 2024.

### **22015 - Front Street Pump Station 3 Replacement - \$226,538 spent to date**

Status: The wetwell for the new pumping station is installed. The contractor will begin fusing pipe and laying the sewer force main up the rail trail. We should see a lot of progress as long as the weather holds out.

Scope: Replace an aging 1962 sewer pump station with a new flood proof submersible station.

Purpose: Station subject to flooding and failure and beyond its useful life.

Budget: \$2.1M (\$2M grant)

Schedule: Start on Q4 2024, substantial completion by June 2025.

### **22024 - Turtle Run Water Main Replacement - \$33,651 spent to date**

Status: The contractor is box cutting the road and we are expecting paving this week. There is one cross country service remaining. This effort should wrap up before the end of November.

Scope: Replace 900 feet of 2" & 2.25" seasonal lines with new 8" water main.

Purpose: Replace aging infrastructure and increase reliability.

Budget: \$344,000, water

Schedule: Q3&4 2024

### **23015 - Riverside Drive PFAS/PFOA pilot study - \$134,560 spent to date**

Status: The pilot unit is demobilized and Blueleaf will summarize results so that we can project full scale needs.

Scope: Run a pilot unit to reduce hardness and forever chemicals at our Riverside Drive well field.

Purpose: Apply the piloting results to develop a design for a full scale treatment system and cost projections.

Budget: \$200,000 (DWP forgiveness planning study). Construction phase is projected to be > \$5M.

Schedule: Planned for Q3 2023 to Q2 2024

### **CIP# 24003 - Hummingbird Lane - \$14,218 spent to date**

Status: We are finalizing the plans and specifications for bidding. Hoping to bid before the end of the month.

Scope: Pipe burst 1,700 feet of aging 6" cast iron water main with new 4-inch HDPE.

Purpose: Replacement of leak prone water mains.

Budget: \$467,500

**CIP# 24007 - Bangor Street Cured In Place Pipe- \$545,447**

Status: 100% complete. We are reviewing the the post CCTV footage to see if we have punchlist items to address. Our Trenchless crew is epoxy lining many of the manholes where we performed lining work, if they were identified for rehabilitation.

**CIP# 24024 - Brooks and St. Catherine Street - \$17,055 spent to date**

Status: 50% designed, pending profile work in coordination with the City's consultant.

Scope: Replace approximately 1,300 feet of 6" unlined cast iron water main, 350 feet of 8" VCP sewer main and storm upgrades.

Purpose: Mutual road reconstruction project with COA, updating aging infrastructure.

Budget: TBD for 2025.

**CIP# 23009 - TL2 & TL4 - Station Consolidation - \$53,452 spent to date**

- Planning and Preliminary design stages. We are starting discussions with property owners and meeting with the golf course this week. A small portion of the project is expected to impact 2 fairways.

**CIP# ? - Lead Service Line Truck - \$**

- We were told to expect delivery next month on this new service vehicle.

**WWTF CIP Updates:**

CIP Item	Budgeted	Encumbered	Remaining	Comments
Driox system repairs (CIP #24010)	\$10,000	\$13,212	-\$3,212	Complete.
Replace PSA sieve (CIP #24016)	\$75,000	\$66,206	\$8,794	Complete, the work went well.
Aeration tank shaft (CIP #24009)	\$14,950	\$12,655	\$2,295	Complete, Will close out PO
Install new pump/coupling	\$24,000		\$24,000	On hold
Penn Valley pumps parts (CIP #24018)	\$7,500	\$6,526	\$974	Ordered, self perform the work.
Tank drain pump (CIP #24008)	\$25,000	\$25,724	-\$724	Complete, Will close out PO
Chemical bay piping	\$10,000		\$10,000	This work is ongoing, Q4.
Secondary clarifier #3 (CIP #24011)	\$449,900	\$161,301	\$288,599	Equipment is expected before the end of November.
Total	\$616,350	\$285,624	\$330,726	Budget spent to date: 54%

## **General Manager's Report**

November anniversaries

Years of service:

- Ken Knight, 21
- Lee Cumber, 32

Policy for discussion in December

We will have a few policy cleanups to do in December. One has to do with whether or not we will allow new sewer customers to be unmetered. One has to do with which contractors we will allow to perform work in city streets due to road opening permit requirements.

Monday, October 21, 2024

## Greater Augusta Utility District Board Minutes

Location: Greater Augusta Utility District shop conference room

Trustees present: Ken Knight, Patrick Paradis, Cecil Munson, Bob Corey, Keith Luke, Kara Tudman Walker, Keith Taylor, Bradley Sawyer

Attendees: Brian Tarbuck, Andy Begin, Mike Payne, Maia Ferris

Guests: Alan Burton, Meredith Strang-Burgess (remote), Randi Taylor (Remote)

At 18:00 Knight called the meeting to order.

There were no agenda additions.

At 18:02 Condolences.

At 18:02 the Board voted on the prior month's meeting minutes.

<b>Motion:</b> I move to accept the Board meeting minutes for September 16, 2024.			
M Corey	2nd Sawyer	For Unanimous	Against None

At 18:03 Corey provided an update from the rate committee. The committee met on October 17th to review 2025 budget needs. Corey thanked Mike for putting the draft budget together for discussion.

At 18:03 Begin provided capital improvement project updates. The Kennebec River Utility crossing project is wrapping up the first 4 contracts. Contract 5, \$50,000, will improve pipes going into the Hospital Street drinking water pressure booster station. Fiber communications are still in the planning phase to build out across the river.

A preconstruction meeting was held to review the Front Street wastewater pump station. Construction will begin in late October/early November. City and Trail representatives agreed to allow the closure of the rail trail from IF&W on Front Street to just beneath Memorial Bridge. This will help advance construction through the winter months. The project should be complete by May/June 2025.

Highland Avenue is complete.

The Turtle Run and Island Park water main has been installed. Water services will be installed after satisfactory bacteria results are received. This work should be completed over the next few weeks.

Fairview Avenue is complete, pending final payments.

The design for Hummingbird Lane includes abandoning 1,700 linear feet of 6" cast iron cross country water main in favor of installing new services to the existing water main on Riverside Drive. Ledge was quantified for the work. The work will be out to bid in November.

The Bangor Street sewer main lining project is 90% complete with nearly 3 miles of liner installed this year by Insituform. This effort will be wrapping up in a couple weeks.

At 18:08 Begin reported that the molecular sieve on the pressure swing adsorption system at the wastewater plant is being re-bedded. This system preferentially selects oxygen from the ambient air which is then forced into the aeration chambers between the primary and secondary clarifiers. This effort followed the commissioning of the drix backup system. Drix is oxygen that is purchased in bulk, not created on site. The secondary clarifier upgrade is still pending due to delays with equipment deliveries.

At 18:09 Begin reported that the District is reducing the work scope of Brooks and St. Catherine Streets as the infrastructure has not reached its useful life, despite this being a road reconstruction effort by the City. Begin confirmed to Sawyer that the White Duck Restaurant was a GAUD customer.

At 18:11 Tarbuck provided the General Manager's report. Tarbuck recognized Bob Higgins with 7 years of service, Troy Maheux with 6 years of service and Joseph Perkins-McDonald with 2 weeks of service. Tarbuck acknowledged the much



deserved retirement of Peter Godfrey who worked at our wastewater plant in various roles of operations and maintenance.

At 18:13 Tarbuck explained our efforts to tighten up our cybersecurity policy and our efforts with CISA, and our continued efforts to make the District more resilient. Tarbuck acknowledged staff efforts to work through the Kennebec County ARPA funding, and commented on the county removing \$100,000 from the \$3.1 million. There was a discussion about how the County is asking other recipients for money back from their obligations. There is a strong push to augment the County's budget with unspent ARPA funds, and a motivation to commit all funding prior to December 2024. Paradis mentioned that we had a good initial meeting with the county at the start of the funding support.

At 18:19 Tarbuck acknowledged the NEWEA Keogh Award to be presented to the District at the NEWEA annual conference in January.

At 18:19 Corey inquired about an update from Raftelis. David Fox of Raftelis is not responding to follow up emails from Tarbuck. Tarbuck will continue to reach out to David Fox.

At 18:22 Maia Ferris updated the board on our PFAS piloting efforts in response to changing EPA limits. It was found that GAC expired quicker than the ion exchange and organoclay media. Our PFAS pilot operated from December 2023 to October 2024, provided by Blueleaf consulting. Corey asked about funding. Tarbuck/Begin responded that we received a \$200k grant for the piloting efforts and loan forgiveness package of \$4M forgiveness and 10% match, and a second application is in for another \$4M forgiveness package. Taylor mentioned that this effort is very similar to the steps Hallowell Water District has taken. Many board members feel the District is taking the appropriate steps to leverage funding and understand what a full scale treatment plant would cost. Munson inquired about where the State is regarding PFAS limits. Sawyer mentioned the State needs to meet the more stringent EPA limits and that rule making is likely to continue. The State used the sum of 6 in lieu of the Federal regulation on individual compounds. Tarbuck recognized Maia Ferris' extraordinary efforts following this.

At 18:30 Ferris presented an update on District efforts regarding lead service line Inventory. Ferris reported that EPA/State guidance has been in a constant state of change regarding what systems will be required to do. Ferris reported that the District has very few lead service lines and we are doing very well to understand and report our service line inventory. There are only 9 known private lead service lines. The District is tracking 13 galvanized services lines that we own and 81 privately owned. The District is performing basement inspections to clarify unknown materials and will be following up additionally with potholing efforts below the ground, once our vac service truck arrives in December of 2025. Our crew will try to perform 70-90 inspections annually for the unknown material type. The District will target galvanized replacements as these are considered the likely candidates to contain lead. Sawyer commended the efforts of the District in our progress to advance this work. Tarbuck inquired about the availability of the data to our customers. Ferris reported that all our information is contained in an online map available to anyone from the public. Sawyer mentioned that it would be nice to get this information out to realtors and other entities for public awareness. Ferris explained the tracking and color coding on various service lines on our online maps located on our website. Tarbuck mentioned the efforts that our GIS folks and interns put into this effort in addition to Maia's efforts. Corey appreciated seeing more GAUD staff at the meetings to describe the work we do and to see the quality of folks that work at the District.

At 18:43 Payne provided the financial updates. Each division has revenue that slightly exceeds expenses. Cash is strong as it builds until the autumn debt payments are made. Water revenue is tracking higher than normal due to grant funds received for the river crossing project. A brief explanation was given for why our sewer division cash flow dips below zero in the fall, due to debt payments.

Budget Summary 2024		Revenue			Expenses			
Month	Division	Budget	Actual	Act / budg	Budget	Actual	Act / budg	Ending cash
9	Sewer	5.8	4.83	83%	5.5	3.7	68%	-0.63
9	Stormwater	4.1	3.21	78%	3.1	2.1	68%	3.16
9	Water	5.2	5.01	96%	4.4	3.1	72%	3.25

18:47 Corey asked about the power increases. Payne/Tarbuck mentioned that during mid spring of 2024 our power costs started increasing, without knowledge of why.

At 18:48 Liens were discussed. (2) water liens totaling \$243.82, (2) Sewer liens totalling \$234.28, (4) Storm liens totaling \$523.66.

At 18:49 The board voted, on a recommendation from management.

<b>Motion:</b> I move to waive automatic foreclosure at 106 Eastern Avenue.			
M Sawyer	2nd Corey	For Unanimous	Against None

At 18:50 Tarbuck explained the cyber security policy contained within the board packet.

At 18:51 The Board voted on the cyber security policy.

<b>Motion:</b> I move to approve the cybersecurity policy as presented.			
M Corey	2nd Sawyer	For Unanimous	Against None

At 18:52 Meredith Strang-Burgess provided a public relations update. Meredith mentioned the upcoming planning session on October 23, 2024. Meredith is looking for a new board photo. Meredith is also working on a fall newsletter, which will also welcome Keith Taylor and Kara Tudman Walker to the board. Meredith is planning a quick meeting on 10/22 to finalize the agenda for the planning meeting. Knight mentioned the purpose of the meeting to inform and collaborate with our partners and agencies.

At 18:56 Burton reported changes to the personnel policy manual. Changes were made to overtime pay during stormy weather, and updates were added to include the new family leave law that will affect district contributions in January 2025. 1% contributions will be split 50/50 employer/employee respectively. Also, language was added for drivers between the ages of 18-21 for insurance purposes.

<b>Motion:</b> I move to approve the changes to the personnel policy manual as presented.			
M Corey	2nd Sawyer	For Unanimous	Against None

At 19:30 Burton reported completion of (4) 360 reviews with personal development plans. (3) open positions currently. Two for utility workers with many good candidates to choose from, and (1) position will be for a distribution operator position budgeted in 2025. Health insurance increases are projected to be 9.5%.

At 19:04 Tarbuck presented the need for a track loader to save money on the work we do in the street and for lowering/raising frames and covers. A variety of attachments were discussed (snowblower, mulcher, forks), in addition to the manhole cutter on our 2025 CIP. Payne mentioned that a two year lease purchase takes some financial pressure off the annual CIP budget.

<b>Motion:</b> I move to approve a 2 year lease/purchase agreement for a Kubota track loader (skid steer with tracks) and attachments with a cost (including interest) of \$99,576.			
M Sawyer	2nd Corey	For Unanimous	Against None

At 19:09 Knight aske for a motion to enter executive session.

<b>Motion:</b> I move to enter into executive session to discuss the General Manager's employment contract pursuant to MRS § 405 6A			
M Sawyer	2nd Munson	For Unanimous	Against None

At 19:33 out of executive session.

At 19:33 request for public comment, but none received.

At 19:34 the Board adjourned.

<b>Motion:</b> I move that this body stand adjourned.			
M Sawyer	2nd Munson	For Unanimous	Against None

# GREATER AUGUSTA UTILITY DISTRICT

## Financial Highlights for October 2024

### Water Division

**Income Statement:** Water revenue for the month ending October 31, 2024 totaled **\$5.6M** which is **24% over budget** and approximately **\$712K above** the same period last year. This overage is primarily due to grant funds being received for the River Crossing Project. Expenses for the same period totaled **\$3.4M** which is **5% under budget** and approximately **\$369K above** the same period last year.

#### Water Revenue

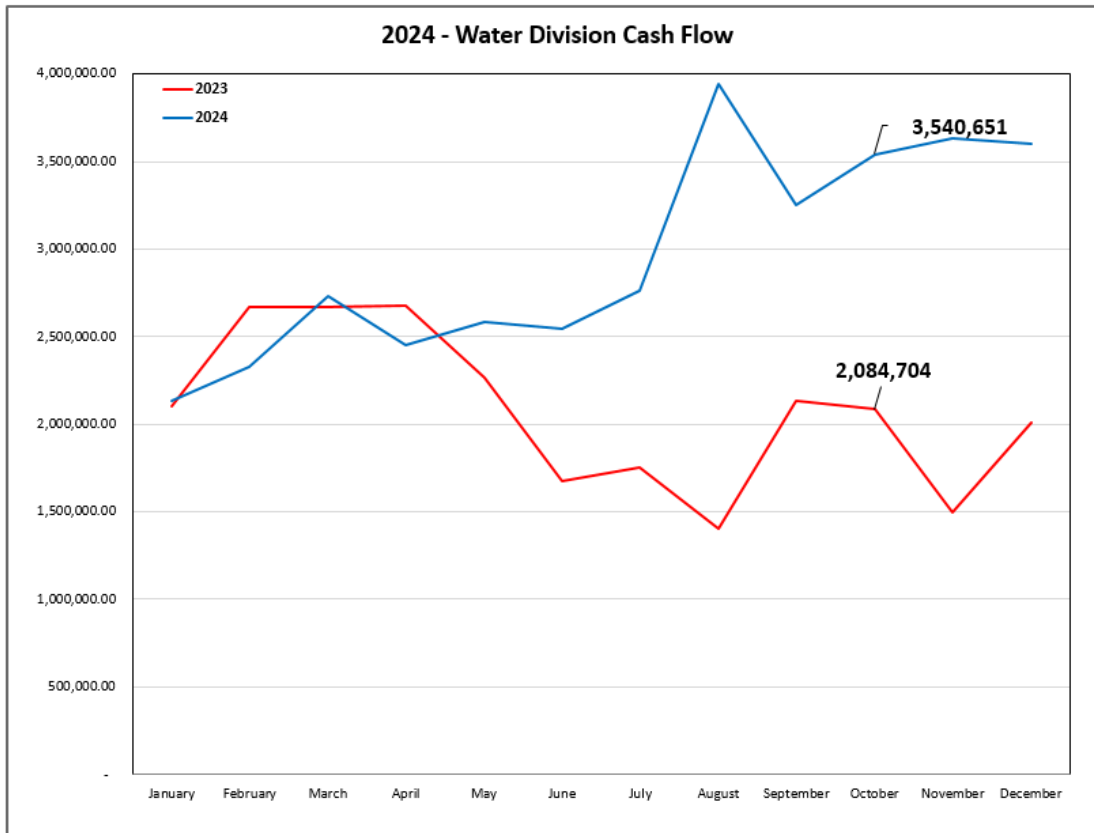
	Budget	Actual YTD	% used
Metered	3,120,917	2,984,043	96%
Fire Protection	1,832,919	1,661,787	91%
Investment income	5,000	41,186	824%
Other Income/Grants	250,000	894,873	358%
Sum:	5,208,836	5,581,890	107%

#### Water Expenses

	Budget	Actual YTD	% used
Labor and fringe	2,098,687	1,512,581	72%
Power	254,100	230,219	91%
Supplies	311,440	370,598	119%
Debt interest	85,470	71,594	84%
Depreciation	1,065,208	785,782	74%
Other	547,882	447,584	82%
	4,362,787	3,418,360	78%

Revenue - expense	846,049	2,163,530
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**Cash Flow:** Cash at the beginning of October was **\$3.3M**. Revenue of **\$811K** was collected. O&M expenses were **\$420K** and CIP expenses were **\$106K**. Cash at the end of October was **\$3.5M**.



# GREATER AUGUSTA UTILITY DISTRICT

## Financial Highlights for October 2024

### Sewer Division

**Income Statement:** Sewer revenue for the month ending October 31, 2024 totaled **\$5.4M** which is **11% over budget** and approximately **\$835K above** the same period last year. Expenses for the same period totaled **\$3.7M** which is **6% under budget** and approximately **\$280K above** the same period last year.

#### Sewer Revenue

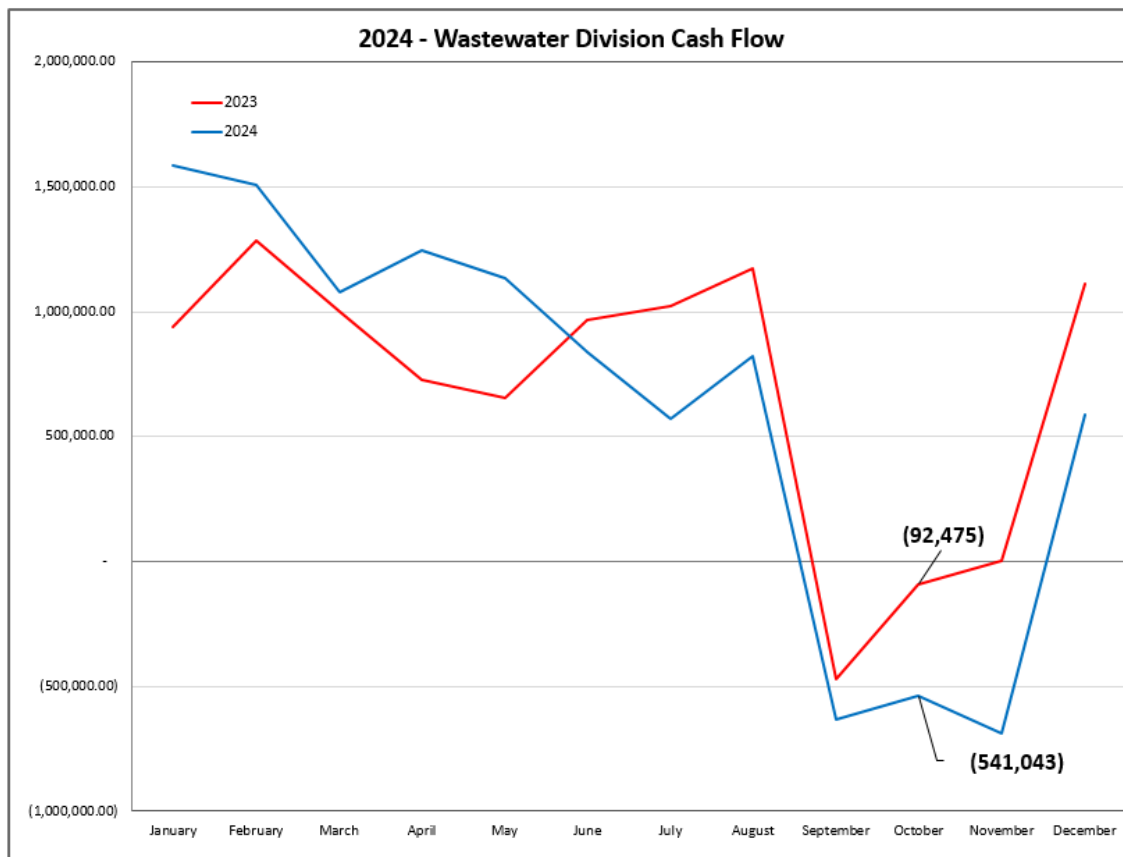
	Budget	Actual YTD	% used
Flat rate	15,464	20,706	134%
Metered	4,402,811	4,047,378	92%
Trunkline	976,000	778,005	80%
Investment income	5,000	41,186	824%
Other Income/Grants	405,692	541,853	134%
Sum:	5,804,967	5,429,128	94%

#### Sewer Expenses

	Budget	Actual YTD	% used
Labor and fringe	1,964,142	1,297,301	66%
Power	318,995	366,827	115%
Supplies	316,735	218,005	69%
Debt interest	274,068	212,330	77%
Depreciation	1,519,224	1,213,815	80%
Other	1,096,131	936,850	85%
	5,489,295	4,245,128	77%

Revenue - expense	315,673	1,184,000
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**Cash Flow:** Cash at the beginning of October was **(\$631K)**. Revenue of **\$818K** was collected. O&M expenses totaled **\$86K** and CIP expenses were **\$642K**. Cash at the end of October was **(\$541K)**.



# GREATER AUGUSTA UTILITY DISTRICT

## Financial Highlights for October 2024

### Storm Division

**Income Statement:** Storm revenue for the month ending October 31, 2024 totaled **\$3.2M** which is **4% over budget** and approximately **\$111K below** the same period last year. Expenses for the same period totaled **\$2.1M** which is **13% under budget** and approximately **\$134K below** the same period last year.

#### Storm Revenue

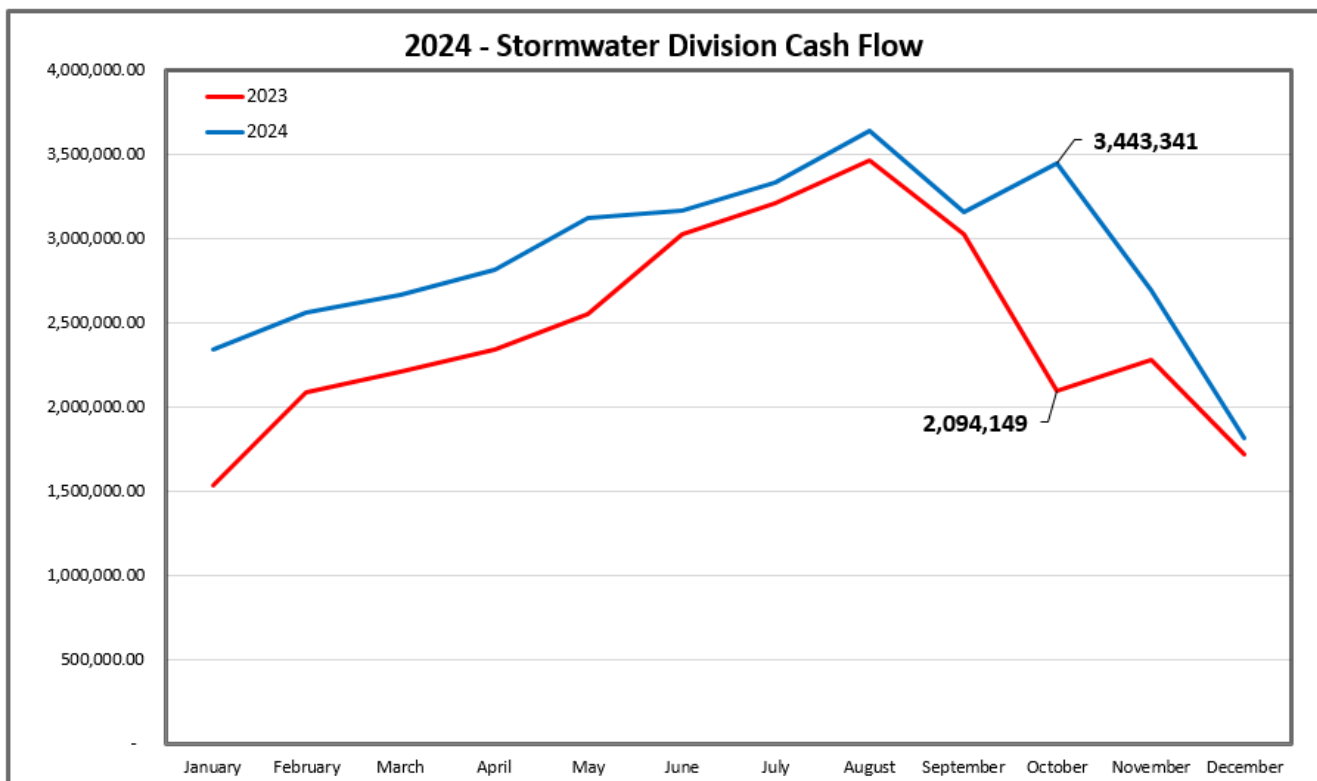
	Budget	Actual YTD	% used
Stormwater	4,123,015	3,421,351	83%
Investment income	5,000	41,186	824%
Other Income/Grants	-	125,598	0%
Sum:	4,128,015	3,588,135	87%

#### Storm Expenses

	Budget	Actual YTD	% used
Labor and fringe	1,284,263	803,227	63%
Power	133,998	133,849	100%
Supplies	202,390	142,425	70%
Debt interest	89,161	53,761	60%
Depreciation	953,995	735,488	77%
Other	412,210	285,593	69%
	3,076,017	2,154,343	70%

Revenue - expense	1,051,998	1,433,792
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**Cash Flow:** Cash at the beginning of October was **\$3.2M**. Revenue of **\$434K** was collected. O&M expenses were **\$150K**. Cash at the end of October was **\$3.4M**.



## 2025 Proposed Operating Budget Highlights

The 2025 proposed operating budget is enclosed for approval by the Board of Trustees. The budget represents anticipated revenues and expenses between January 1, 2025 and December 31, 2025.

The table below summarizes the 2025 proposed budget and compares it to the 2024 projections for operations and maintenance.

Division	2024 Projections		2025 Proposed Budget		Change	
	Revenue	Expense	Revenue	Expense	Revenue	Expense
Water	\$ 6,830,222	\$ 4,285,724	\$ 6,783,758	\$ 4,742,100	-1%	11%
Sewer	\$ 6,497,467	\$ 5,077,805	\$ 7,072,666	\$ 5,409,398	9%	7%
Storm	\$ 4,245,086	\$ 2,920,748	\$ 4,067,397	\$ 3,293,167	-4%	13%
<b>Total</b>	<b>\$ 17,572,775</b>	<b>\$ 12,284,277</b>	<b>\$ 17,923,821</b>	<b>\$ 13,444,666</b>	<b>2%</b>	<b>9%</b>

Total budgeted revenue for 2025 increased 2% over the 2024 projections. This consists of a 1% decrease in the water division, a 9% increase in the sewer division, and a 4% decrease in the storm division. There are water and sewer service revenues in 2025 that have increased over the 2024 projections due to the effect of rate increases that were done in 2024 of which a portion carries over into 2025. The 2025 service revenues do not include any potential rate increases that may occur in July.

Total budgeted expenses for 2025 are \$13.4M. Labor accounts for 41%, depreciation 26%, other 15%, supplies 8%, power 7% and debt interest 3%.

Total budgeted expenses for 2025 increased 9% from the 2024 projections. The 9% consists of a 11% increase in the water division, a 7% increase in the sewer division and an 13% increase in the storm division.

The 2025 budget for salaries and fringe benefits as presented includes three (3) positions that are currently vacant: two (2) utility workers and one (1) pump station crew member. A portion of these expenses have been allocated amongst the divisions. The increase in salaries and benefits expense from the 2025 budget to the 2024 projections is partially due to previously budgeted positions that weren't filled or were filled late in 2024. Additionally, a portion of that increase is due to budgeting a 9% increase in health insurance and a 3% increase in other benefits.

The proposed budget reflects a wage increase of 5% for all personnel effective on or about January 1, 2025. The current union contract expires on December 31, 2024. As of October 18, 2024, union negotiations for the 2025-2027 contract are still in progress.

Power is budgeted to increase by \$41K or 5%. This increase is based upon trends we have seen during the current year. Chemicals are budgeted to increase by \$27K or 8%. This is primarily due to beginning to purchase liquid oxygen as a redundant form of treating waste water at the plant.

2025 Water, Sanitary & Storm Budgets  
As of 10/21/2024

Water	Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Proposed	% Change
	METERED	\$ 2,303,791	\$ 2,322,600	\$ 2,533,826	\$ 2,752,787	\$ 2,901,986	\$ 3,677,254	\$ 4,113,118	12%
	FIRE PROTECTION	\$ 1,342,772	\$ 1,346,695	\$ 1,419,571	\$ 1,573,991	\$ 1,710,093	\$ 2,057,574	\$ 2,415,640	17%
	INVESTMENT INCOME	\$ 12,881	\$ 4,349	\$ 266	\$ 3,721	\$ 33,812	\$ 48,186	\$ 5,000	-90%
	OTHER	\$ 199,288	\$ 217,202	\$ 276,972	\$ 572,883	\$ 1,514,552	\$ 1,047,208	\$ 250,000	-76%
		\$ 3,858,733	\$ 3,890,846	\$ 4,230,635	\$ 4,903,381	\$ 6,160,443	\$ 6,830,222	\$ 6,783,758	-1%
	SALARIES & BENEFITS	\$ 1,332,985	\$ 1,445,311	\$ 1,363,636	\$ 1,583,356	\$ 1,589,734	\$ 1,960,287	\$ 2,318,465	18%
	POWER	\$ 175,992	\$ 163,284	\$ 172,224	\$ 192,902	\$ 218,487	\$ 272,477	\$ 286,144	5%
	SUPPLIES	\$ 484,576	\$ 487,389	\$ 380,342	\$ 346,998	\$ 342,125	\$ 469,748	\$ 500,392	7%
	DEBT INTEREST	\$ 139,126	\$ 135,568	\$ 122,729	\$ 110,319	\$ 96,174	\$ 85,470	\$ 77,471	-9%
	DEPRECIATION	\$ 882,614	\$ 921,540	\$ 947,849	\$ 927,787	\$ 983,389	\$ 949,287	\$ 993,002	5%
	OTHER	\$ 537,052	\$ 574,901	\$ 484,892	\$ 540,650	\$ 496,433	\$ 548,455	\$ 566,626	3%
		\$ 3,552,345	\$ 3,727,993	\$ 3,471,672	\$ 3,702,013	\$ 3,726,342	\$ 4,285,724	\$ 4,742,100	11%
	<b>TOTAL</b>	\$ 306,387	\$ 162,853	\$ 758,963	\$ 1,201,369	\$ 2,434,101	\$ 2,544,498	\$ 2,041,658	

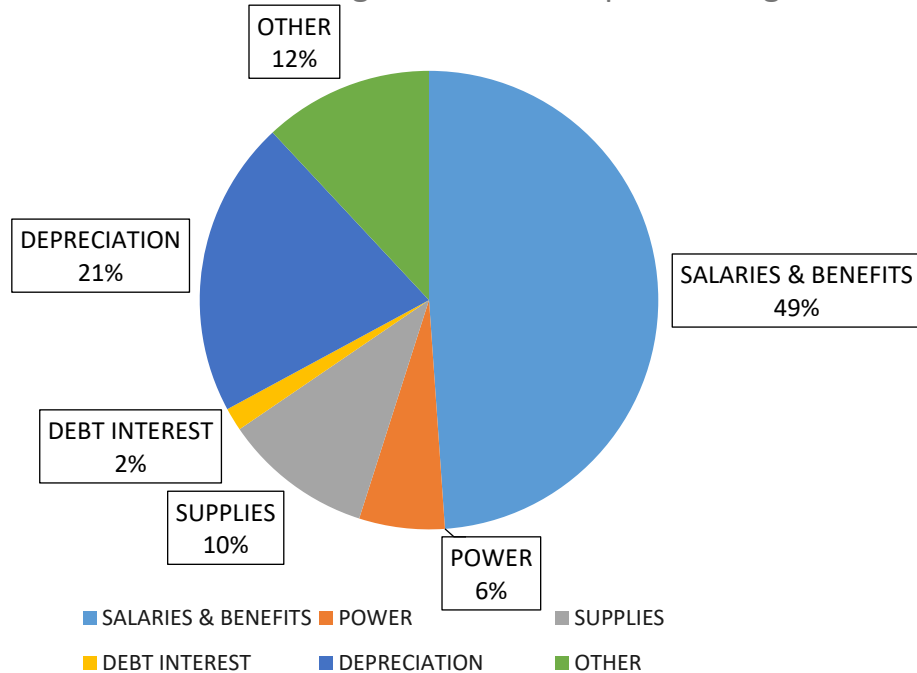
Sanitary	Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Proposed	% Change
	FLAT RATE	\$ 13,440	\$ 11,974	\$ 12,040	\$ 13,670	\$ 18,203	\$ 32,201	\$ 37,031	15%
	METERED	\$ 2,794,305	\$ 2,526,949	\$ 2,585,765	\$ 3,000,963	\$ 3,679,364	\$ 4,877,384	\$ 5,719,943	17%
	TRUNKLINE	\$ 797,973	\$ 837,027	\$ 799,761	\$ 894,675	\$ 996,757	\$ 934,710	\$ 945,000	1%
	INVESTMENT INCOME	\$ 12,206	\$ 4,640	\$ 266	\$ 3,721	\$ 33,776	\$ 48,186	\$ 5,000	-90%
	OTHER	\$ 1,240,094	\$ 673,473	\$ 410,515	\$ 883,579	\$ 1,081,679	\$ 604,986	\$ 365,692	-40%
		\$ 4,858,018	\$ 4,054,064	\$ 3,808,346	\$ 4,796,607	\$ 5,809,779	\$ 6,497,467	\$ 7,072,666	9%
	SALARIES & BENEFITS	\$ 1,092,333	\$ 1,107,399	\$ 1,128,599	\$ 1,366,585	\$ 1,461,570	\$ 1,605,566	\$ 1,816,519	13%
	POWER	\$ 247,542	\$ 227,122	\$ 245,604	\$ 241,769	\$ 274,771	\$ 397,467	\$ 415,804	5%
	SUPPLIES	\$ 283,935	\$ 228,272	\$ 269,096	\$ 306,767	\$ 324,546	\$ 274,940	\$ 322,803	17%
	DEBT INTEREST	\$ 204,341	\$ 255,722	\$ 242,661	\$ 257,704	\$ 268,032	\$ 275,634	\$ 265,016	-4%
	DEPRECIATION	\$ 1,403,924	\$ 1,461,381	\$ 1,528,264	\$ 1,569,367	\$ 1,421,714	\$ 1,455,472	\$ 1,533,662	5%
	OTHER	\$ 739,018	\$ 731,988	\$ 659,960	\$ 888,662	\$ 1,026,120	\$ 1,068,726	\$ 1,055,595	-1%
		\$ 3,971,094	\$ 4,011,884	\$ 4,074,183	\$ 4,630,854	\$ 4,776,753	\$ 5,077,805	\$ 5,409,398	7%
	<b>TOTAL</b>	\$ 886,924	\$ 42,180	\$ (265,837)	\$ 165,754	\$ 1,033,026	\$ 1,419,662	\$ 1,663,268	

Storm	Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Proposed	% Change
	CATCH BASINS	\$ 2,052,170	\$ 1,831,257	\$ 1,872,871	\$ 1,834,649	\$ 826,992	\$ 832,132	\$ 813,479	-2%
	ERU	\$ 1,824,153	\$ 2,165,056	\$ 2,195,712	\$ 2,153,718	\$ 3,239,542	\$ 3,239,244	\$ 3,248,918	0%
	INVESTMENT INCOME	\$ 9,744	\$ 5,008	\$ 266	\$ 3,721	\$ 33,810	\$ 48,186	\$ 5,000	-90%
	OTHER	\$ 834,836	\$ 16,022	\$ 10,421	\$ 304,535	\$ 448,530	\$ 125,524	\$ -	-100%
		\$ 4,720,903	\$ 4,017,342	\$ 4,079,270	\$ 4,296,623	\$ 4,548,874	\$ 4,245,086	\$ 4,067,397	-4%
	SALARIES & BENEFITS	\$ 836,966	\$ 887,885	\$ 909,728	\$ 1,042,880	\$ 1,036,996	\$ 1,193,227	\$ 1,411,326	18%
	POWER	\$ 107,848	\$ 99,382	\$ 113,234	\$ 117,106	\$ 135,721	\$ 167,350	\$ 176,400	5%
	SUPPLIES	\$ 182,306	\$ 154,775	\$ 159,154	\$ 197,376	\$ 196,975	\$ 193,023	\$ 259,573	34%
	DEBT INTEREST	\$ 112,536	\$ 107,586	\$ 84,181	\$ 65,054	\$ 69,109	\$ 89,161	\$ 96,974	9%
	DEPRECIATION	\$ 889,768	\$ 938,251	\$ 1,019,364	\$ 983,872	\$ 882,159	\$ 887,394	\$ 931,552	5%
	OTHER	\$ 392,398	\$ 428,117	\$ 380,973	\$ 430,521	\$ 451,782	\$ 390,593	\$ 417,343	7%
		\$ 2,521,822	\$ 2,615,996	\$ 2,666,634	\$ 2,836,811	\$ 2,772,742	\$ 2,920,748	\$ 3,293,167	13%
	<b>TOTAL</b>	\$ 2,199,082	\$ 1,401,346	\$ 1,412,636	\$ 1,459,812	\$ 1,776,132	\$ 1,324,338	\$ 774,230	

<b>TOTAL ALL DIVISIONS</b>	\$ 3,392,393	\$ 1,606,379	\$ 1,905,762	\$ 2,826,934	\$ 5,243,259	\$ 5,288,498	\$ 4,479,156	
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## 2025 Drinking Water O&M Expense Budget



Revenues are projected at \$6.8M, which is in line with the prior year. The increase of 14% in water revenues (metered and fire protection combined) is due to the effect of rate increases that were done in 2024 of which a portion carries over into 2025. These revenues do not include any potential rate increases for 2025.

Overall expenses for operations and maintenance will increase by approximately 11% to \$4.7M.

Labor and fringe benefits are forecasted at \$2.3M or 49% of the total budget.

- Wages make up approximately 65% of the labor and fringe benefits expense. Wages are budgeted with a 5% increase.
- Health Insurance accounts for 19% of the expense. There is a 9.4% increase in health insurance premiums for 2025. Employees pay 15% of health insurance costs and the district pays the remaining 85%. Dental insurance premiums are budgeted to remain the same for 2024. The district covers the cost of the employee only.
- The remaining costs consists of overtime, taxes, retirement OPEB commitments, workers' compensation, uniforms and pay to Trustees.
- Included in the 2025 budget are three (3) positions that are currently vacant: two (2) utility workers and one (1) pump station crew member. A portion of these expenses have been allocated amongst the divisions.

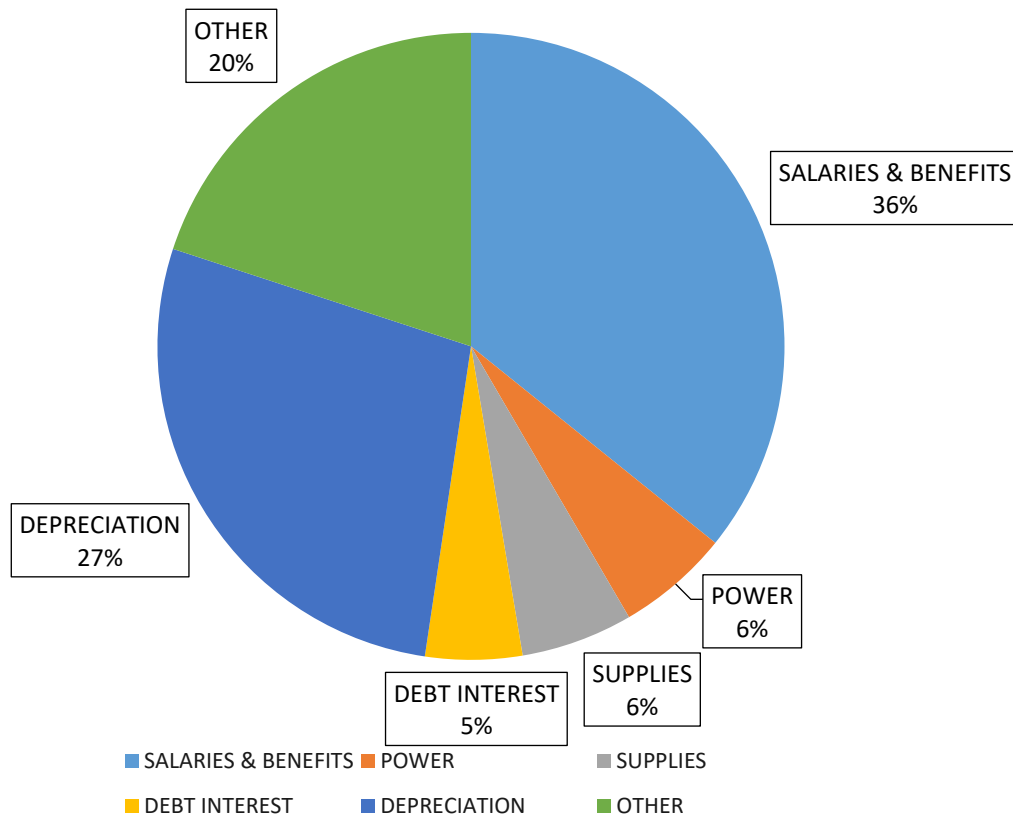
Debt interest is budgeted to decrease by 9% which is due to normal decreases in amortization over the life of a loan.

Power is budgeted to increase by 5% in 2025 due to potential rate increases.

The "Other" category makes up 12% of the budget and includes a wide variety of expenses. Outside contractors, insurance, postage, chemicals, computer services and lawn mowing are all under the "other" umbrella. There is an increase of 3% in this category.

The supplies budget which includes construction supplies, computer supplies, safety supplies, office supplies, small tools, heating fuel, diesel, gasoline and equipment maintenance is \$500K which is 7% higher than 2024.

## 2025 Sewer O&M Expense Budget



Revenues are projected at \$7.1M, which is higher than 2024. This is primarily due to the effect of rate increases that were done in 2024 of which a portion carries over into 2025. These revenues do not include any potential rate increases for 2025.

Expenses for operations and maintenance will increase by approximately 7% to \$5.4M.

Depreciation accounts for 27% of the expense budget.

Labor and fringe benefits are forecasted at \$1.8M or 36% of the total budget.

- Wages make up approximately 65% of the labor and fringe benefits expense. Wages are budgeted with a 5% increase.
- Health Insurance accounts for 19% of the expense. There is a 9.4% increase in health insurance premiums for 2025. Employees pay 15% of health insurance costs and the district pays the remaining 85%. Dental insurance premiums are budgeted to remain the same for 2024. The district covers the cost of the employee only.
- The remaining costs consist of overtime, taxes, retirement OPEB commitments, workers' compensation, uniforms and pay to Trustees.
- Included in the 2025 budget are three (3) positions that are currently vacant: two (2) utility workers and one (1) pump station crew member. A portion of these expenses have been allocated amongst the divisions.

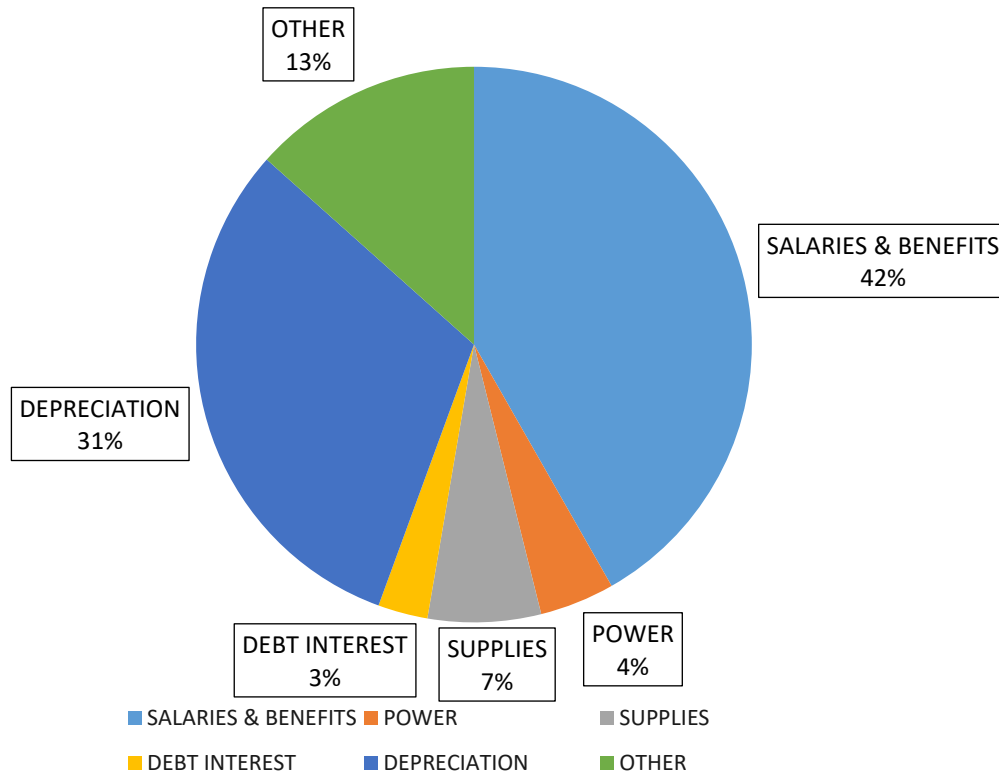
Debt interest is budgeted to decrease by 4% which is due to normal decreases in amortization over the life of a loan.

Power is budgeted to increase by 5% in 2025 due to potential rate increases.

The supplies budget which includes construction supplies, computer supplies, safety supplies, office supplies, small tools, heating fuel, diesel, gasoline and equipment maintenance is \$323K which is higher than 2024.

The “Other” expenses category makes up 20% of the budget and includes a wide variety of expenses. Other expenses are budgeted to decrease by 1% for 2025. The majority of other expenses are based on flow and are allocated 59% sewer and 41% storm water.

## 2025 Stormwater O&M Expense Budget



Stormwater revenue is projected to be \$4.1M, which is lower than 2024. This is primarily due to grants that were received in 2024 but not being budgeted in 2025. These revenues do not include any potential rate increases for 2025.

Overall expenses for operations and maintenance will increase by 11% to \$4.7M.

Labor and fringe benefits are forecasted at \$1.4M or 43% of the total budget.

- Wages make up approximately 61% of the labor and fringe benefits expense. Wages are budgeted with a 5% increase.
- Health Insurance accounts for 19% of the expense. There is a 9.4% increase in health insurance premiums for 2024. Employees pay 15% of health insurance costs and the district pays the remaining 85%. Dental insurance premiums are budgeted to remain the same for 2024. The district covers the cost of the employee only.
- The remaining costs consist of overtime, taxes, retirement OPEB commitments, workers' compensation, uniforms and pay to Trustees.
- Included in the 2025 budget are three (3) positions that are currently vacant: two (2) utility workers and one (1) pump station crew member. A portion of these expenses have been allocated amongst the divisions.

Depreciation accounts for 31% of the expense budget.

Debt interest is budgeted to increase by 9%.

Power is budgeted to increase by 5% in 2024 due to potential rate increases.

The "Other" category makes up 13% of the budget and includes a wide variety of expenses. The majority of other expenses are based on flow and are allocated to 59% sewer and 41% storm water.

		10%	30%	0%	0%	0%	
Income Statement	<b>Water Division</b>	<b>Actual 2023</b>	<b>Actual 2024</b>	<b>Proposed 2025</b>	<b>Proposed 2026</b>	<b>Projected 2027</b>	
	Revenue	4,392,038	4,961,306	6,533,758	6,533,758	6,533,758	
	Rate Change (annualized)	439,204	1,488,392	-	-	-	rates start 7/1
	Rate Change (cash effect)	(256,202)	(868,229)	-	-	-	
	New Revenues	4,575,040	5,581,469	6,533,758	6,533,758	6,533,758	
	(Overall % change in rates)	<b>10.0%</b>	<b>30.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	
	Other income/(expenses)	329,763	105,680	250,000	250,000	250,000	Meter Reads, Cell Tower, Misc.
	Operations and Maintenance	3,310,937	1,413,731	1,353,162	1,420,820	1,491,861	<b>5% annual increases</b>
	Salaries, wages and benefits		1,887,827	2,318,465	2,434,388	2,556,108	
	Depreciation	1,008,534	952,754	993,002	1,050,423	1,114,776	Base + 2.5% of new additions
	Interest expense	106,272	91,619	120,148	112,480	100,494	Potential PFAS debt not included
	Principal repayment	545,225	345,225	447,725	447,725	444,452	Potential PFAS debt not included
	Net	(66,165)	995,993	1,551,256	1,317,921	1,076,068	
Cash Flow	Beginning cash balance	2,120,261	1,994,047	3,611,526	3,354,738	2,583,956	
	Net income	(66,165)	995,993	1,551,256	1,317,921	1,076,068	
	Add back: noncash depreciation	1,008,534	952,754	993,002	1,050,423	1,114,776	
	Change in working capital/other		832,110	-	-	-	
	Pipe replacement projects	(4,605,271)	(908,905)	(1,980,280)	(2,277,322)	(2,618,920)	<b>15% annual increases</b>
	Known projects	-	(1,159,592)	-	-	-	<b>5% annual increases</b>
	Less: other capital spending	(337,645)	(897,054)	(820,766)	(861,804)	(904,895)	<b>5% annual increases</b>
	Grants	2,052,165	1,219,296				
	Loan forgiveness (TBD)	-	-				
	New debt	1,099,155	582,877		-	-	
	Net change in cash for the year	(849,227)	1,617,479	(256,788)	(770,781)	(1,332,971)	
	Ending cash balance	<b>1,271,034</b>	<b>3,611,526</b>	<b>3,354,738</b>	<b>2,583,956</b>	<b>1,250,985</b>	<b>Target: \$750K</b>

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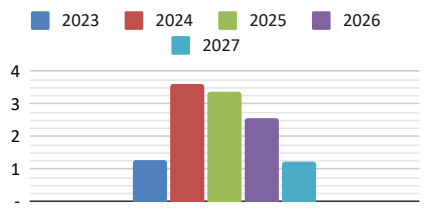
&lt;== rate start month

7

months of full rate collection = 12 - (start + 1)

5.0% % annual increase O&amp;M inflation

5.0% % wage increase 2024 only



15.00% % annual increase construction inflation

5.0% % annual increase construction inflation

**Pipe goals**

1.00% percent of total miles of pipe

\$500 Cost per foot of pipe

\$3,432,000 cost of X% of pipe

		10%	30%	10%	0%	0%	
Income Statement	Water Division	Actual 2023	Actual 2024	Proposed 2025	Proposed 2026	Projected 2027	
	Revenue	4,392,038	4,961,306	6,533,758	7,187,134	7,187,134	
	Rate Change (annualized)	439,204	1,488,392	653,376	-	-	rates start 7/1
	Rate Change (cash effect)	(256,202)	(868,229)	(381,136)	-	-	
	New Revenues	4,575,040	5,581,469	6,805,998	7,187,134	7,187,134	
	(Overall % change in rates)	10.0%	30.0%	10.0%	0.0%	0.0%	
	Other income/(expenses)	329,763	105,680	250,000	250,000	250,000	Meter Reads, Cell Tower, Misc.
	Operations and Maintenance	3,310,937	1,413,731	1,353,162	1,420,820	1,491,861	5% annual increases
	Salaries, wages and benefits		1,887,827	2,318,465	2,434,388	2,556,108	
	Depreciation	1,008,534	952,754	993,002	1,050,423	1,114,776	Base + 2.5% of new additions
	Interest expense	106,272	91,619	120,148	112,480	100,494	Potential PFAS debt not included
	Principal repayment	545,225	345,225	447,725	447,725	444,452	Potential PFAS debt not included
	Net	(66,165)	995,993	1,823,495	1,971,297	1,729,444	
Cash Flow	Beginning cash balance	2,120,261	1,994,047	3,611,526	3,626,978	3,509,572	
	Net income	(66,165)	995,993	1,823,495	1,971,297	1,729,444	
	Add back: noncash depreciation	1,008,534	952,754	993,002	1,050,423	1,114,776	
	Change in working capital/other		832,110	-	-	-	
	Pipe replacement projects	(4,605,271)	(908,905)	(1,980,280)	(2,277,322)	(2,618,920)	15% annual increases
	Known projects	-	(1,159,592)	-	-	-	5% annual increases
	Less: other capital spending	(337,645)	(897,054)	(820,766)	(861,804)	(904,895)	5% annual increases
	Grants	2,052,165	1,219,296				
	Loan forgiveness (TBD)	-	-				
	New debt	1,099,155	582,877		-	-	
	Net change in cash for the year	(849,227)	1,617,479	15,451	(117,406)	(679,596)	
	Ending cash balance	1,271,034	3,611,526	3,626,978	3,509,572	2,829,976	Target: \$750K

6

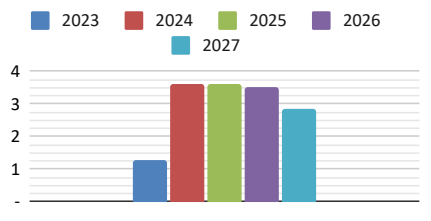
&lt;== rate start month

7

months of full rate collection = 12 - (start + 1)

5.0% % annual increase O&amp;M inflation

5.0% % wage increase 2024 only



15.00% % annual increase construction inflation

5.0% % annual increase construction inflation

**Pipe goals**

1.00% percent of total miles of pipe

\$500 Cost per foot of pipe

\$3,432,000 cost of X% of pipe

		30%	30%	0%	0%	0%	
Income Statement	Sewer Division	Actual 2023	Actual 2024	Proposed 2025	Proposed 2026	Projected 2027	
	Revenue	3,528,083	4,586,508	5,756,974	5,756,974	5,756,974	
	Rate Change (annualized)	1,058,425	1,375,952	-	-	-	rates start 7/1 which reduces impact
	Rate Change (cash effect)	(617,415)	(802,639)	-	-	-	
	New Revenues	3,969,093	5,159,821	5,756,974	5,756,974	5,756,974	
	(Overall % change in rates)	30.0%	30.0%	0.0%	0.0%	0.0%	
	Other income/(expenses)	1,440,265	1,348,402	1,315,692	1,315,692	1,315,692	Trunkline, Togus Debt, Misc.
	Operations and Maintenance	3,107,549	3,626,870	3,610,720	4,152,328	4,775,177	5% annual increases
	Depreciation	1,441,892	1,460,629	1,533,662	1,564,914	1,601,094	Base + 2.5% of new additions
	Interest expense	254,414	270,779	251,397	228,478	205,323	Per schedule
	Principal repayment	1,360,338	1,493,829	1,502,577	1,464,166	1,410,597	Per schedule; adding debt
Cash Flow	Net	(754,834)	(343,883)	174,310	(337,219)	(919,526)	
	Beginning cash balance	582,385	1,093,794	602,603	786,108	248,889	
	Net income	(754,834)	(343,883)	174,310	(337,219)	(919,526)	
	Add back: noncash depreciation	1,441,892	1,460,629	1,533,662	1,564,914	1,601,094	
	Change in working capital/other	(482,326)	(462,208)	-	-	-	
	Less: capital spending	(2,926,631)	(1,876,371)	(1,524,467)	(1,764,914)	(1,801,094)	Match depreciation + \$200K
	Grants	1,220,788	474,483				
	Loan forgiveness (TBD)	-					
	New debt	2,012,520	256,160		-	-	
	Net change in cash for the year	511,409	(491,190)	183,505	(537,219)	(1,119,526)	
	Ending cash balance	1,093,794	602,603	786,108	248,889	(870,636)	Target: \$375K
		34.9%	15.2%	15.2%	4.3%	-15.1%	R&R = 10% of Prior Yr Revenue
		35.2%	16.6%	21.8%	6.0%	-18.2%	WCR = 13% - 25% of O&M

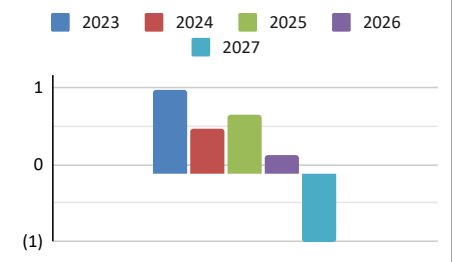
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&lt;== rate start month

7

months of full rate collection = 12 - (start + 1)

5.0% % annual increase O&amp;M inflation



		30%	30%	10%	0%	0%	
	<b>Sewer Division</b>	<b>Actual 2023</b>	<b>Actual 2024</b>	<b>Proposed 2025</b>	<b>Proposed 2026</b>	<b>Projected 2027</b>	
Income Statement	Revenue	3,528,083	4,586,508	5,756,974	6,332,671	6,332,671	
	Rate Change (annualized)	1,058,425	1,375,952	575,697	-	-	rates start 7/1 which reduces impact
	Rate Change (cash effect)	(617,415)	(802,639)	(335,823)	-	-	
	New Revenues	3,969,093	5,159,821	5,996,848	6,332,671	6,332,671	
	(Overall % change in rates)	<b>30.0%</b>	<b>30.0%</b>	<b>10.0%</b>	<b>0.0%</b>	<b>0.0%</b>	
	Other income/(expenses)	1,440,265	1,348,402	1,315,692	1,315,692	1,315,692	Trunkline, Togus Debt, Misc.
	Operations and Maintenance	3,107,549	3,626,870	3,610,720	4,152,328	4,775,177	<b>5% annual increases</b>
	Depreciation	1,441,892	1,460,629	1,533,662	1,564,914	1,601,094	Base + 2.5% of new additions
	Interest expense	254,414	270,779	251,397	228,478	205,323	Per schedule
	Principal repayment	1,360,338	1,493,829	1,502,577	1,464,166	1,410,597	Per schedule; adding debt
	Net	(754,834)	(343,883)	414,184	238,478	(343,828)	
Cash Flow	Beginning cash balance	582,385	1,093,794	602,603	1,025,982	1,064,461	
	Net income	(754,834)	(343,883)	414,184	238,478	(343,828)	
	Add back: noncash depreciation	1,441,892	1,460,629	1,533,662	1,564,914	1,601,094	
	Change in working capital/other	(482,326)	(462,208)	-	-	-	
	Less: capital spending	(2,926,631)	(1,876,371)	(1,524,467)	(1,764,914)	(1,801,094)	Match depreciation + \$200K
	Grants	1,220,788	474,483				
	Loan forgiveness (TBD)	-					
	New debt	2,012,520	256,160		-	-	
	Net change in cash for the year	511,409	(491,190)	423,379	38,478	(543,828)	
	Ending cash balance	<b>1,093,794</b>	<b>602,603</b>	<b>1,025,982</b>	<b>1,064,461</b>	<b>520,632</b>	<b>Target: \$375K</b>
		<b>34.9%</b>	<b>15.2%</b>	<b>19.9%</b>	<b>17.8%</b>	<b>8.2%</b>	R&R = 10% of Prior Yr Revenue
		<b>35.2%</b>	<b>16.6%</b>	<b>28.4%</b>	<b>25.6%</b>	<b>10.9%</b>	WCR = 13% - 25% of O&M

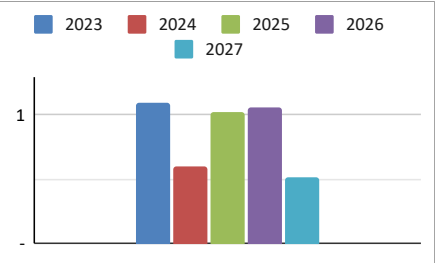
6

&lt;== rate start month

7

months of full rate collection = 12 - (start + 1)

5.0% % annual increase O&amp;M inflation





		0%	0%	0%	0%	0.0%	
Income Statement	<b>Stormwater Division</b>	<b>Actual</b>	<b>Actual</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Projected</b>	
		<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	
	Revenue	4,066,571	4,169,506	4,062,397	4,062,397	4,062,397	
	Rate Change (annualized)	-	-	-	-	-	
	Rate Change (cash effect)	-	-	-	-	-	
	New Revenues	4,066,571	4,169,506	4,062,397	4,062,397	4,062,397	
	(Overall % change in rates)	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	
	Other income/(expenses)	36,927	48,034	5,000	5,000	5,000	Miscellaneous
	Operations and Maintenance	2,043,555	1,900,706	2,264,641	2,377,873	2,496,767	<b>5% annual increases</b>
	Depreciation	997,969	887,192	931,552	962,416	986,245	Base + 2.5% of new additions
	Interest expense	72,419	74,473	69,087	60,658	55,305	Per schedule
Cash Flow	Principal repayment	645,163	667,593	672,821	650,353	655,690	Per schedule
	<b>Net</b>	<b>344,392</b>	<b>687,576</b>	<b>129,296</b>	<b>16,097</b>	<b>(126,610)</b>	
	Beginning cash balance	1,136,692	1,804,587	1,827,788	1,383,090	1,199,187	
	Net income	344,392	687,576	129,296	16,097	(126,610)	
	Add back: noncash depreciation	997,969	887,192	931,552	962,416	986,245	
	Change in working capital/other	92,187	19,769	-	-	-	
	Less: capital spending	(2,411,354)	(1,955,995)	(1,505,546)	(1,162,416)	(1,186,245)	Match depreciation + \$200K
	Grants	674,402	206,649				
	Loan forgiveness						
	New debt	725,766	178,010		-	-	
	<b>Net change in cash for the year</b>	<b>423,362</b>	<b>23,201</b>	<b>(444,698)</b>	<b>(183,903)</b>	<b>(326,610)</b>	
	<b>Ending cash balance</b>	<b>1,560,054</b>	<b>1,827,788</b>	<b>1,383,090</b>	<b>1,199,187</b>	<b>872,578</b>	<b>Target: \$375K</b>
		<b>38.8%</b>	<b>44.9%</b>	<b>33.2%</b>	<b>29.5%</b>	<b>21.5%</b>	R&R = 10% of Prior Yr Revenue
		<b>76.3%</b>	<b>96.2%</b>	<b>61.1%</b>	<b>50.4%</b>	<b>34.9%</b>	WCR = 13% - 25% of O&M

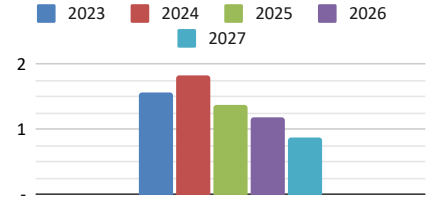
6

&lt;== rate start month

7

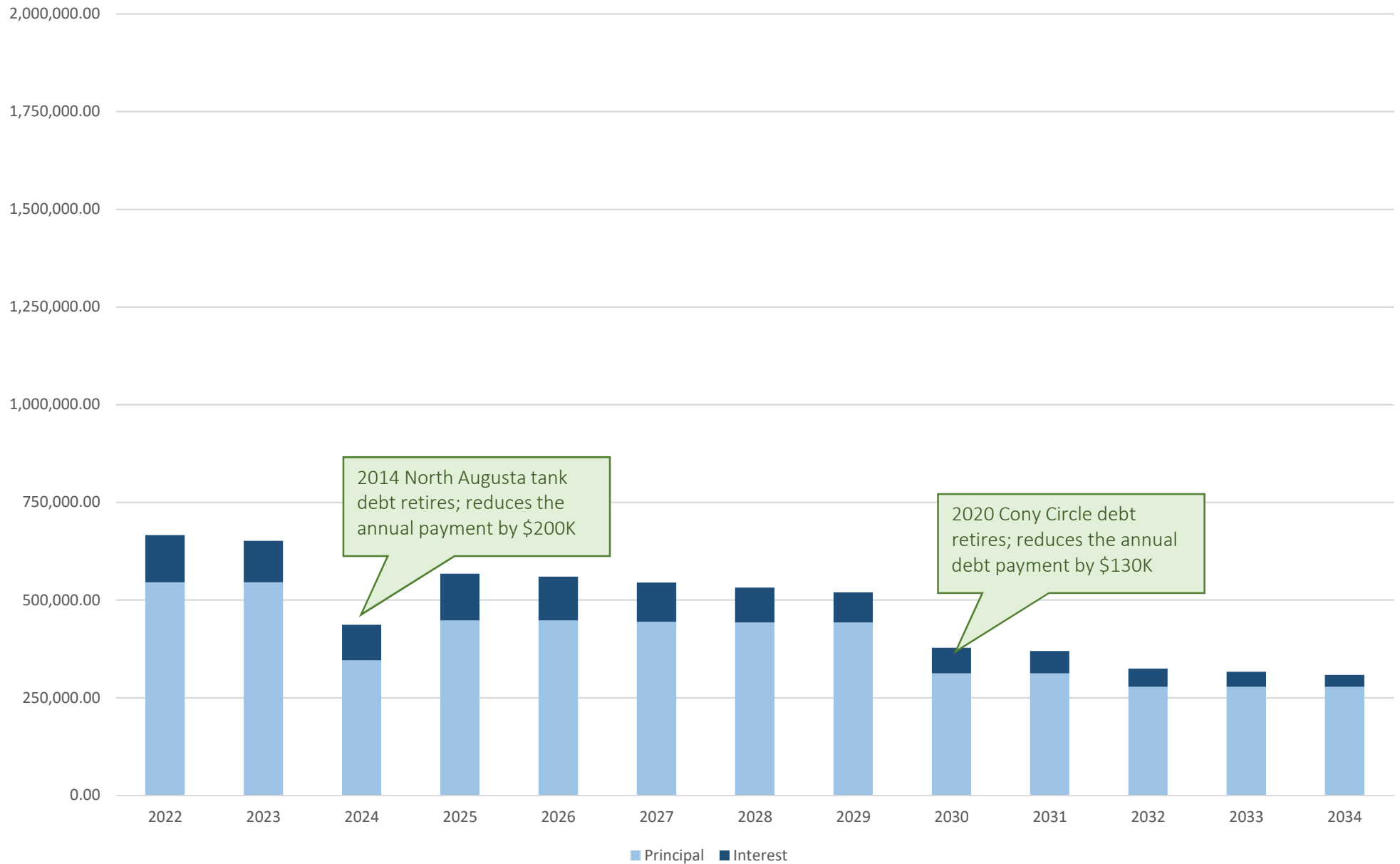
months of full rate collection = 12 - (start + 1)

5.0% % annual increase O&amp;M inflation

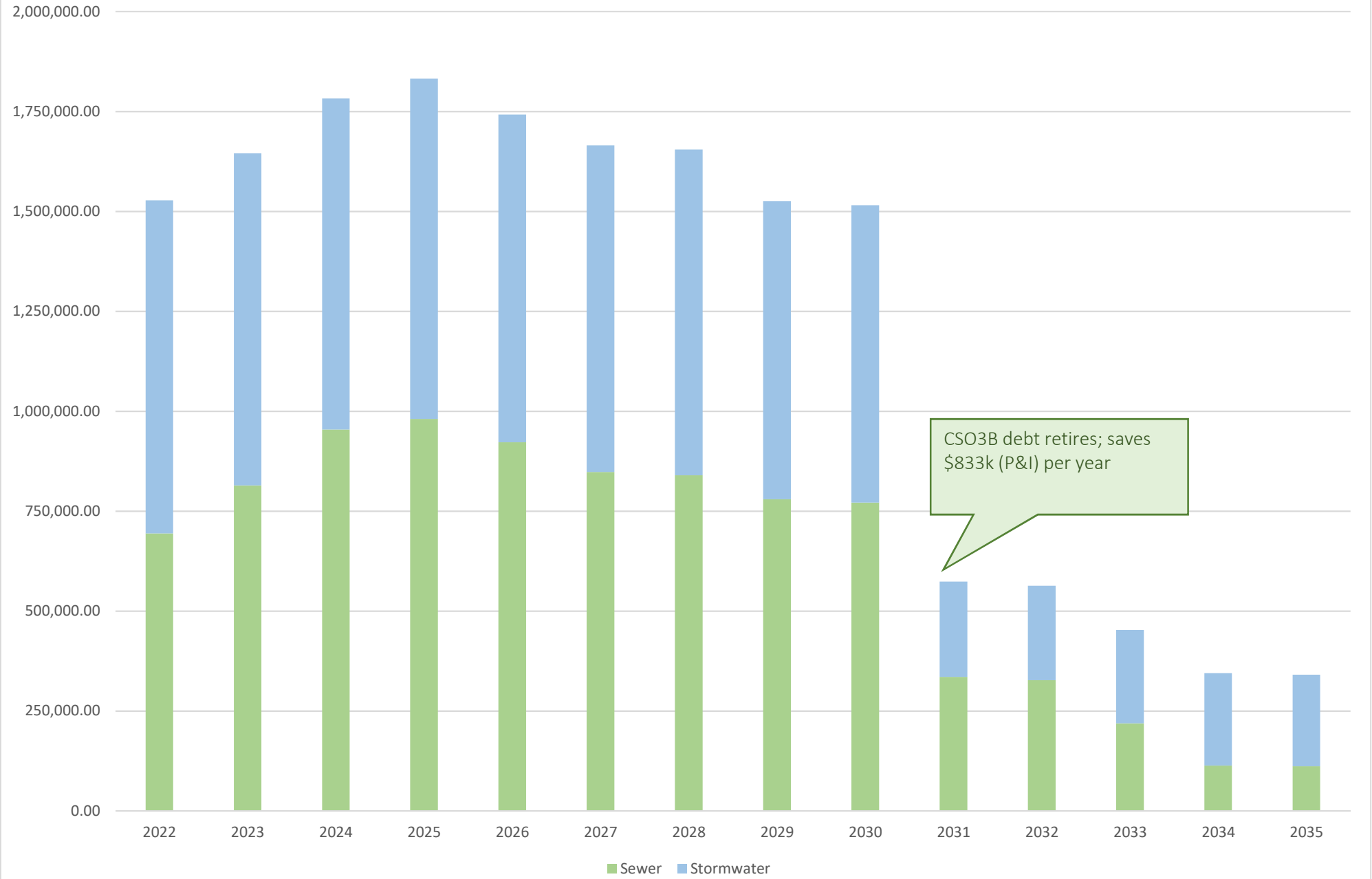


<b>2025 Cash Reserve Analysis</b>							
<b>Current Cash Reserve Policy \$750K/\$350K/\$350K vs 60 Days Cash On-hand</b>							
	<b>2025 Proposed</b>				<b>60 Days Cash</b>	<b>Current Cash</b>	
<b>Division</b>	<b>Budget</b>	<b>Annual Days</b>	<b>Cost Per Day</b>	<b>Days</b>	<b>On-hand</b>	<b>Reserve Policy</b>	<b>Variance</b>
Water	\$4,239,500	365	\$11,615	60	\$696,904	\$750,000	\$53,096
Sewer	\$5,364,694	365	\$14,698	60	\$881,867	\$375,000	-\$506,867
Storm	\$3,006,549	365	\$8,237	60	\$494,227	\$375,000	-\$119,227
<b>TOTAL</b>	<b>\$12,610,743</b>	<b>365</b>	<b>\$34,550</b>	<b>60</b>	<b>\$2,072,999</b>	<b>\$1,500,000</b>	<b>-\$572,999</b>

### Drinking Water division - Debt schedule - as of October 2024



Sewer & Stormwater divisions - Debt schedule - as of October 2024



## 2025 Capital Improvement Plans

We have two capital improvement plans (CIP) for three divisions.

One CIP combines sewer and stormwater. We have a combined sewer system in Augusta which results in shared costs for conveying both sewer and stormwater and treating it at the wastewater treatment plant. The amounts that sewer and stormwater customers pay for combined projects is determined by ratios calculated based on dry weather versus wet weather flow conditions.

The drinking water CIP is separate from sewer and stormwater but since this is a very small utility some of the equipment like computer systems, dump trucks, heat for buildings and so on is shared more or less equally between the sewer, stormwater and drinking water divisions. These costs are called out on the capital improvement plans as "Split  $\frac{1}{3}$   $\frac{1}{3}$   $\frac{1}{3}$ ".

In total, \$5.6M will be invested in the water, sewer and stormwater infrastructure in 2025.

- Water \$2.4M
- Sewer \$1.6M
- Stormwater \$1.5M

The projects are pretty obvious based on the descriptions.

Pie charts are included to help show how capital improvements are spent in general categories for each of the three divisions.

## Water division:

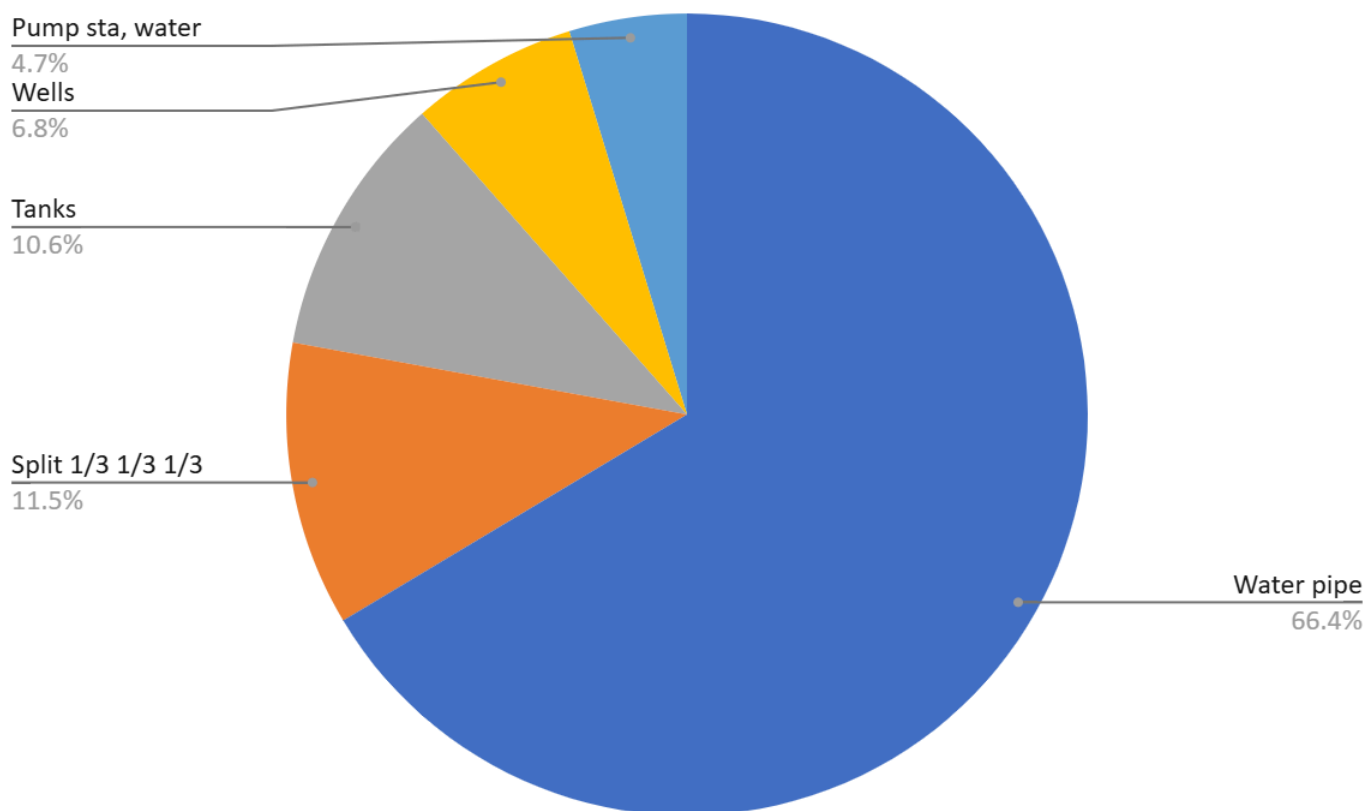
Projected 2025 CIP: \$2.4M

Projected 2025 revenue: \$6.8M

Percent CIP of revenue: 36%

Water pipe can't be relined like sewer and stormwater pipe can be. Therefore water pipe has to be replaced which is extremely expensive. Over the next decade the water division's needs will likely outpace the sewer and stormwater divisions. New drinking water requirements for PFAS treatment will require skilled workers and complex treatment systems. Pipe replacement will drive expenses significantly and ratepayers will need to invest annually to prevent catastrophic pipe failures. These are not issues unique to GAUD.

Given that context, 66% of the \$2.4M proposed drinking water CIP goes to pipe replacement in 2025. Shared costs with sewer and stormwater represents 11% of the budget. The remainder goes to maintaining pump stations, tanks and groundwater wells.



## Sewer division:

Projected 2025 CIP: \$1.6M

Projected 2025 revenue: \$7.1M

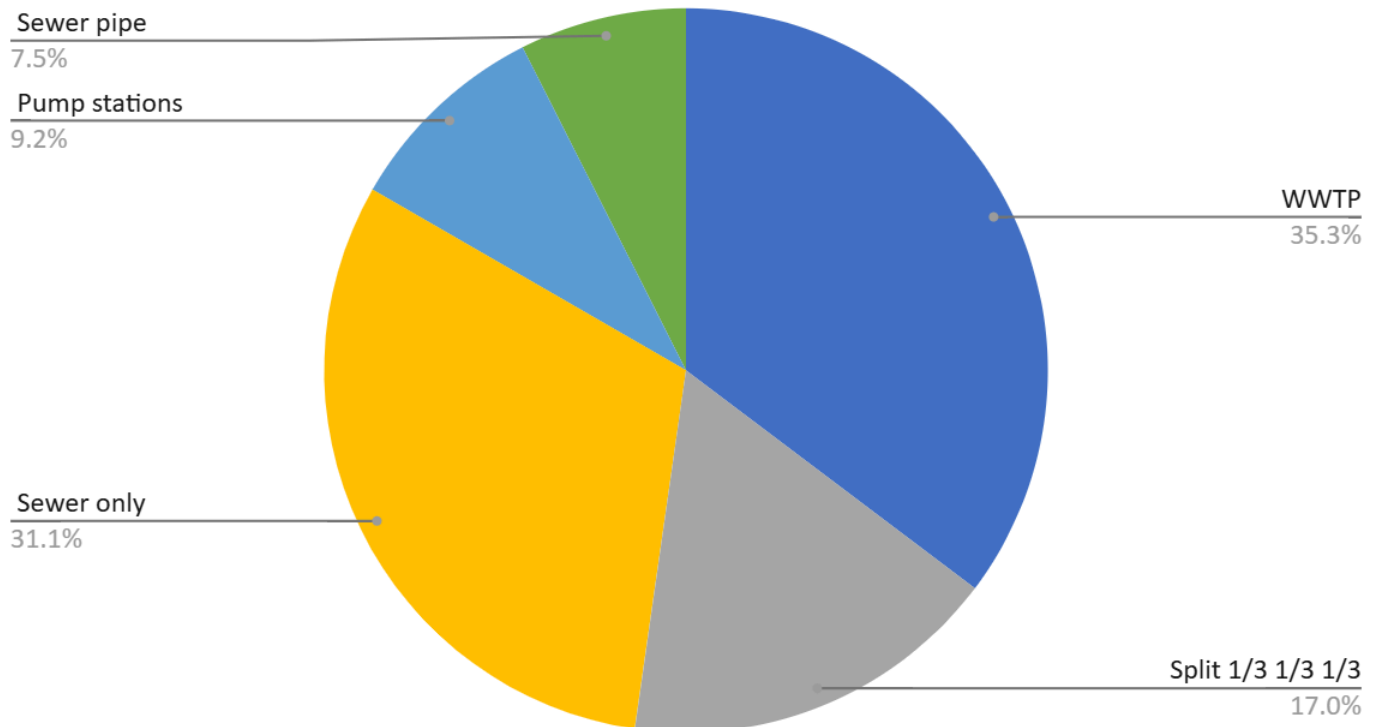
Percent CIP of revenue: 23%

Pipe lining is helping to keep sewer and stormwater rates low though few would argue that they're low enough. We have made significant progress to improve operations and maintenance of our sewer system in the past 10 years and we'll continue that progress this year.

One innovation that was reviewed at the October meeting was a tool that mounts to a track loader that dramatically reduces the time required to cut out a sewer manhole for adjustment to match pavement grades. Paving projects are a constant nuisance as they often require multiple adjustments to manholes to get the elevation just right to provide a smooth surface for traffic. Anything we can do to make those adjustments quicker means that we improve worker safety by reducing exposure on the road, save time so we can complete more adjustments in a day and reduce our paving costs which are exorbitant.

Significant investments will be made at the wastewater treatment plant this year. The plant consists of many expensive systems that are getting old. The systems need to work in concert with one another to prevent Clean Water Act violations. The systems perform in challenging conditions that result in frequent repair and replacement. About  $\frac{1}{3}$  of the sewer CIP will support the wastewater plant's needs.

### Sewer



## Stormwater division:

Projected 2025 CIP: \$1.5M

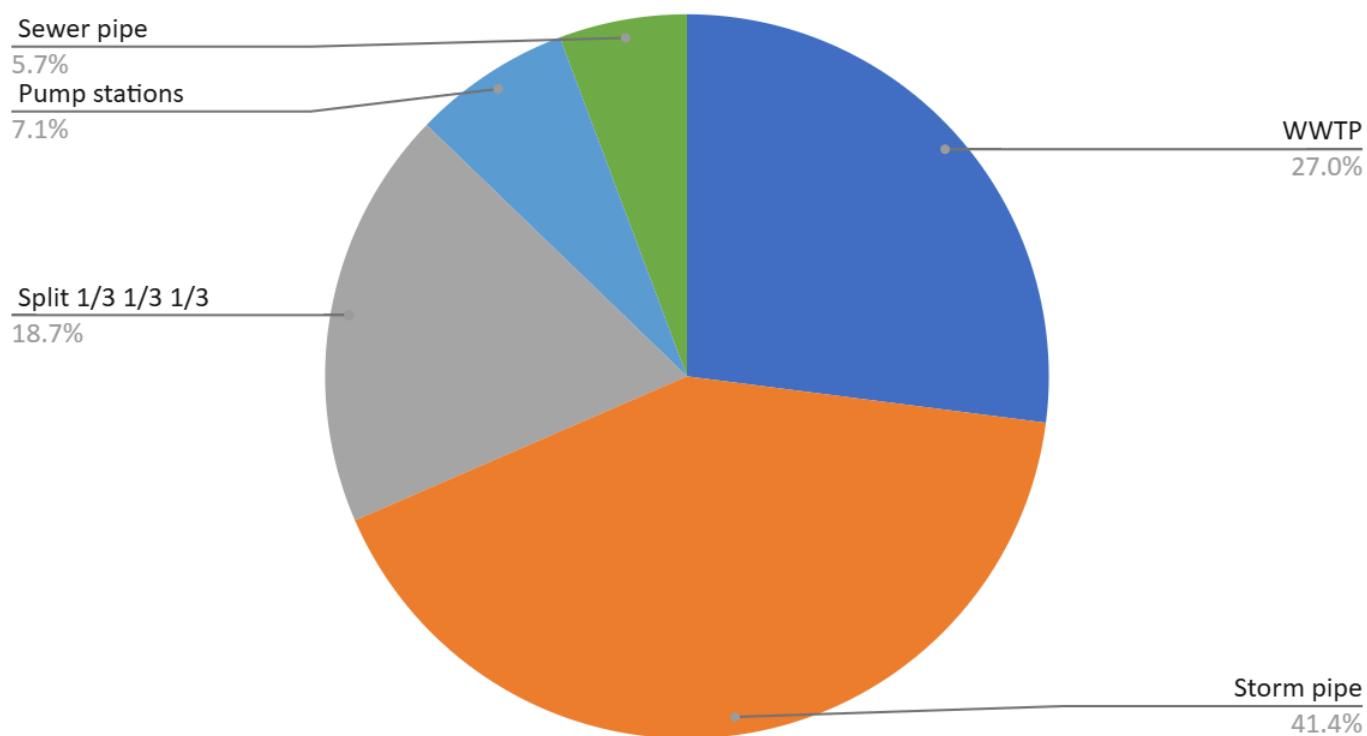
Projected 2025 revenue: \$4.1M

Percent CIP of revenue: 37%

Stormwater is stable financially and its split is close to the sewer division since so many expenses are shared.

A combined City of Augusta / GAUD project on Davenport Street represents about \$480,000 of the stormwater CIP for 2025. This is part of a long term plan to control combined sewer overflows. This project will allow stormwater to be separated from sewer and remove three combined catch basins from discharging to the wastewater plant instead of the river.

### Stormwater





					Running sum	
Priority	Cost center	Description	SUM of Storm	SUM of Sewer	Storm	Sewer
1	Pump stations	PS3 Front Street, replace 1962 pump station; \$2M CWSRF grant; cash match for grant	\$ 86,100	\$ 123,900	\$ 86,100	\$ 123,900
2	Sewer only	Mains, Summer Street, bid awarded to Aceto, replace 500' of clay tile with PVC \$400 per foot, total \$260,000	\$ -	\$ 260,000	\$ 86,100	\$ 383,900
2	Storm pipe	Mains, Summer Street, bid awarded to Aceto, replace 520' of clay tile with PVC \$400 per foot, total \$140,000	\$ 140,000	\$ -	\$ 226,100	\$ 383,900
3	Sewer only	Mains, Brooks Street, part of COA project, replace 400' of sewer pipe with PVC at \$300 per foot, total \$197,600	\$ -	\$ 197,600	\$ 226,100	\$ 581,500
4	Sewer pipe	Mains, Winthrop Court, updated September 2024 - chronic issues	\$ 56,826	\$ 81,774	\$ 282,926	\$ 663,274
5	Storm pipe	Mains, Davenport Street, part of COA project, replace 1,000' old main and removed three combined catch basins at \$400 per foot, total \$480,000	\$ 480,000	\$ -	\$ 762,926	\$ 663,274
6	WWTP	WWTP, Generator - matching funds for \$3M FEMA grant	\$ 307,500	\$ 442,500	\$ 1,070,426	\$ 1,105,774
7	Split 1/3 1/3 1/3	Equipment, trench boxes	\$ 14,000	\$ 14,000	\$ 1,084,426	\$ 1,119,774
8	Split 1/3 1/3 1/3	Frost hammer for backhoe	\$ 6,667	\$ 6,667	\$ 1,091,092	\$ 1,126,440
9	Sewer pipe	Equipment, push camera replace existing POS camera	\$ 8,200	\$ 11,800	\$ 1,099,292	\$ 1,138,240
10	Split 1/3 1/3 1/3	Truck, replace body on 2004 air compressor truck UT 126 - 21 years old	\$ 6,500	\$ 6,500	\$ 1,105,792	\$ 1,144,740
11	Split 1/3 1/3 1/3	Truck, replace 2009 3/4 pickup #UT130 & Hydraulic Power Pack	\$ 31,500	\$ 31,500	\$ 1,137,292	\$ 1,176,240
12	Split 1/3 1/3 1/3	Mains, COA paving list, projects potential in 2025	\$ 16,667	\$ 16,667	\$ 1,153,959	\$ 1,192,907
13	Split 1/3 1/3 1/3	Equipment, Coneqtec-Universal HS-57 manhole saw	\$ 16,667	\$ 16,667	\$ 1,170,625	\$ 1,209,573
14	Sewer pipe	Vac truck / grit dewatering / WWTP dump site	\$ 20,500	\$ 29,500	\$ 1,191,125	\$ 1,239,073

					Running sum	
Priority	Cost center	Description	SUM of Storm	SUM of Sewer	Storm	Sewer
15	Pump stations	PS8, Commerce Drive, replace 2 existing pumps	\$ 19,680	\$ 28,320	\$ 1,210,805	\$ 1,267,393
16	WWTP	WWTP, Chem feed Pumps and Heads	\$ 2,870	\$ 4,130	\$ 1,213,675	\$ 1,271,523
17	WWTP	WWTP, pH meter, inline - replacement	\$ 3,014	\$ 4,337	\$ 1,216,689	\$ 1,275,860
18	Split 1/3 1/3 1/3	12 Williams Street, pave parking area - deferred from 2020	\$ 36,666	\$ 36,666	\$ 1,253,355	\$ 1,312,526
19	Split 1/3 1/3 1/3	Truck, replace 2009 3/4 plow pickup #131 2009 F-250 - 15 years old	\$ 25,666	\$ 25,666	\$ 1,279,021	\$ 1,338,192
20	WWTP	WWTP, Security Improvements/Fence Repairs	\$ 26,650	\$ 38,350	\$ 1,305,671	\$ 1,376,542
21	Sewer only	Pump station maintenance, clean forcemain at Anthony Avenue pump station, 2,600' carried over from 2024	\$ -	\$ 55,000	\$ 1,305,671	\$ 1,431,542
22	WWTP	WWTP, Grit Pumps and Piping Replacement	\$ 64,575	\$ 92,925	\$ 1,370,246	\$ 1,524,467
23	Split 1/3 1/3 1/3	Hatch Hill Garage improvements (doors not working)	\$ 16,500	\$ 16,500	\$ 1,386,746	\$ 1,540,967
24	Split 1/3 1/3 1/3	12 Williams Street, drinking water security grant (?)	\$ 3,667	\$ 3,667	\$ 1,390,413	\$ 1,544,634
25	Split 1/3 1/3 1/3	12 Williams Street, shop, install ADA compliant showers / bathroom / locker room	\$ 91,666	\$ 91,666	\$ 1,482,079	\$ 1,636,300
26	Split 1/3 1/3 1/3	Equipment, mulcher head for track loader or excavator	\$ 14,000	\$ 14,000	\$ 1,496,078	\$ 1,650,299
			<b>\$ 1,496,078</b>	<b>\$ 1,650,299</b>		

Priority W	Cost center	Description	SUM of Water	SUM of Total est	Running sum
1	Water pipe	Mains, Riverside Drive / Hummingbird Lane, replace pipe through back yards / leak history; replace 990' at \$340 per foot, ' of services at \$300 per foot, total \$437,580	\$ 437,580	\$ 437,580	\$ 447,580
2	Water pipe	Mains, Brooks Street, part of COA project, replace 450' of 6 inch, 1916 vintage cast iron water main with 8 inch ductile iron \$400 per foot, total \$247,500	\$ 247,500	\$ 247,500	\$ 695,080
3	Water pipe	Truck, service line vacuum truck & hydraulic tools (\$20k) 55% paid for w/ grant funds	\$ 274,950	\$ 274,950	\$ 970,030
4	Water pipe	Replace 25 hydrants at \$8,000 each; Contingency: 10% Total: \$220,000	\$ 220,000	\$ 220,000	\$ 1,190,030
5	Split 1/3 1/3 1/3	Equipment, trench boxes	\$ 14,000	\$ 42,000	\$ 1,204,030
6	Pump sta, water	North Augusta pump station - replace roof w/ pitched roof	\$ 55,000	\$ 55,000	\$ 1,259,030
7	Split 1/3 1/3 1/3	Truck, replace body on 2004 air compressor truck UT 126 - 21 years old	\$ 6,500	\$ 19,500	\$ 1,265,530
8	Split 1/3 1/3 1/3	Truck, replace 2009 3/4 pickup #UT130 & Hydraulic Power Pack	\$ 31,500	\$ 94,500	\$ 1,297,029
9	Split 1/3 1/3 1/3	Mains, COA paving list, projects potential in 2025	\$ 16,667	\$ 50,000	\$ 1,313,696
10	Pump sta, water	Pineland Forest Station Upgrade, new pumps, flow meter and piping	\$ 55,000	\$ 55,000	\$ 1,368,696
11	Split 1/3 1/3 1/3	Truck, replace 2009 3/4 plow pickup #131 2009 F-250 - 15 years old	\$ 25,666	\$ 77,000	\$ 1,394,362
12	Split 1/3 1/3 1/3	12 Williams Street, drinking water security grant (?)	\$ 3,667	\$ 11,000	\$ 1,398,029
13	Split 1/3 1/3 1/3	<u>Equipment, Coneqtec-Universal HS-57 manhole saw</u>	\$ 16,667	\$ 50,000	\$ 1,414,696
14	Split 1/3 1/3 1/3	Equipment, mulcher head for track loader or excavator	\$ 14,000	\$ 42,000	\$ 1,428,695
15	Split 1/3 1/3 1/3	Hatch Hill Garage improvements (doors not working)	\$ 16,500	\$ 49,500	\$ 1,445,195
16	Pump sta, water	Hospital Street pump station - heat pump	\$ 6,000	\$ 6,000	\$ 1,451,195
17	Split 1/3 1/3 1/3	Frost hammer for backhoe	\$ 6,667	\$ 20,000	\$ 1,457,862
18	Split 1/3 1/3 1/3	12 Williams Street, shop, install ADA compliant showers / bathroom / locker room	\$ 91,666	\$ 275,000	\$ 1,549,528
19	Split 1/3 1/3 1/3	12 Williams Street, pave parking area - deferred from	\$ 36,666	\$ 110,000	\$ 1,586,194
20	Wells	Tanks, Brookside Well, inspect and cleanj, total \$165,000	\$ 165,000	\$ 165,000	\$ 1,751,194
21	Tanks	Tanks, Winthrop Hill Reservoir, patch and recoat exterior tank dome, total \$259,600	\$ 259,600	\$ 259,600	\$ 2,010,794
22	Water pipe	Mains, Pleasant Hill Road replace leak prone pipe installed in 1961 on ledge; 1,100 feet at \$350 per foot; Contingency: 15% Total: \$442,750	\$ 442,750	\$ 442,750	\$ 2,453,544

GAUD Policy #: 25  
Effective Date: September 21, 2021  
Policy 25: Remote Meeting Policy  
Original Date: September 21, 2021

## REMOTE PARTICIPATION POLICY

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, Greater Augusta Utility District (the body) adopts the following policy to govern the participation, via remote methods, of members of the body and the public in the public proceedings or meetings of the body.

Members of the body are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the body to meet via remote methods, or an illness or temporary absence of a member that causes significant difficulty traveling to the meeting location. The chair or presiding officer of the body, in consultation with other members if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. A member who is unable to attend a meeting in person will notify the chair or presiding officer of the body as far in advance as possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The public will be provided a meaningful opportunity to attend via remote methods when any member of the body participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the body and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

Notice of all meetings will be provided in accordance with [1 M.R.S. § 406](#) and any applicable charter, ordinance, policy, or bylaw. When the public may attend via remote methods, notice will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public may attend the meeting in person. The body will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the body to meet using remote methods of attendance.

The body will make all documents and materials to be considered by the body available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the body.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the body and the public. A member of the body who participates remotely will be considered present for purposes of a quorum and voting.

This policy will remain in force indefinitely unless amended or rescinded.

Approved by Board on September 16, 2021



## **Website Analytics Report:**

**Q3 2024: July/August/September**

Prepared in October, 2024



## Table of Contents

- I. Q3 2024 Executive Summary
- II. Website Analytics
  - a. Overview and Traffic
  - b. Devices
  - c. Top Pages
  - d. Sources
  - e. Organic Search Keywords
  - f. Website Keyword Searches
  - g. Careers Page Engagement
  - h. Trustee Page & Meeting Engagement
- III. Social Media
  - a. Facebook
  - b. Twitter

### I. Q3 2024 Executive Summary

- The website saw an increase in traffic both year-over-year and quarter-over-quarter, while Average Engagement Time remained similar quarter-over-quarter.
- Saw the highest spike in website traffic on Monday, September 9<sup>th</sup>, Wednesday, July 24<sup>th</sup>, and Tuesday, July 30<sup>th</sup>.
- Devices used when visiting the website did not change significantly from Q2 2024 to Q3 2024.
- “Rates” remained on the list in the #9 spot again this quarter, with the highest Average Engagement Time.
- Facebook Fan count continues to increase quarter-over-quarter and Impressions also look positive. However, post Engagement declined in Q3.



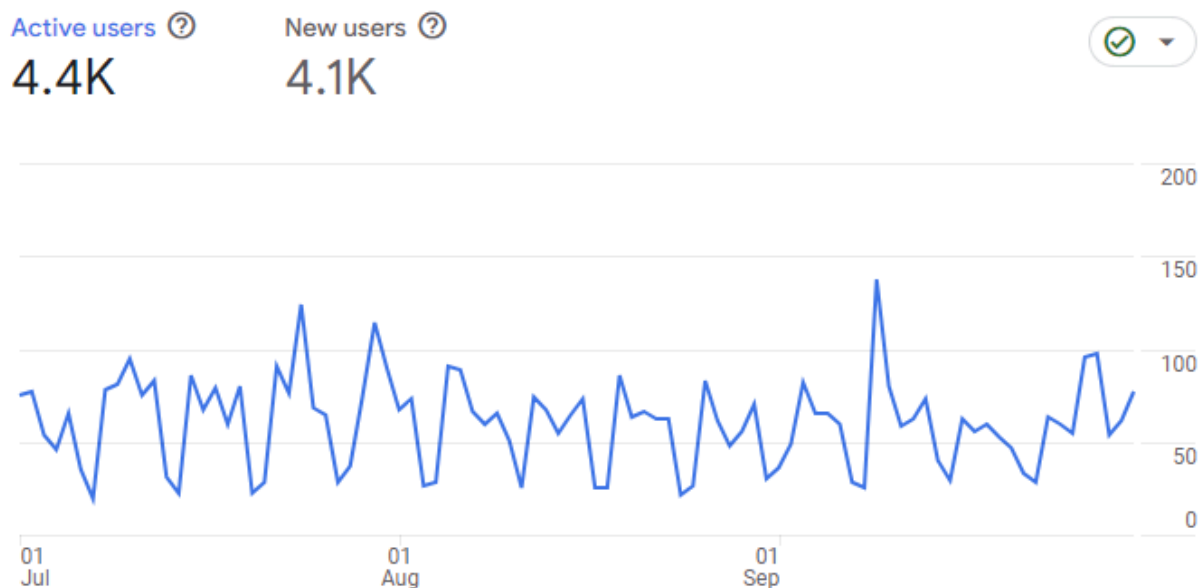
## II. Website Analytics

### A. Overview and Traffic

Website users and sessions on the GAUD website increased both year-over year (Q3 2024 vs. Q3 2023) and quarter-over-quarter (Q3 2024 vs. Q2 2024). Pageviews increased quarter-over-quarter but declined significantly year-over-year. Average Engagement Time/Session and Engagement Rate remained the same, or relatively similar, quarter-over-quarter, yet Engagement Time/Session decreased significantly year-over-year.

Q3 2024 Quarterly Website Traffic			
Metric	Q3 2024	Q2 2024	Q3 2023
Users	4,447	4,290	4,419
Sessions	6,509	6,252	5,641
Engaged Sessions	2,906	2,699	2,731
Avg. Engagement Time/Session	0m 26s	0m 26s	1m 04s
Engagement Rate	44.65%	43.17%	48.41%
Pageviews	9,997	9,313	20,800

As noted above, website traffic increased this quarter with the highest spikes in traffic on Monday, September 9<sup>th</sup> with 138 users, Wednesday, July 24<sup>th</sup> with 124 users, and Tuesday, July 30<sup>th</sup> with 114 users.

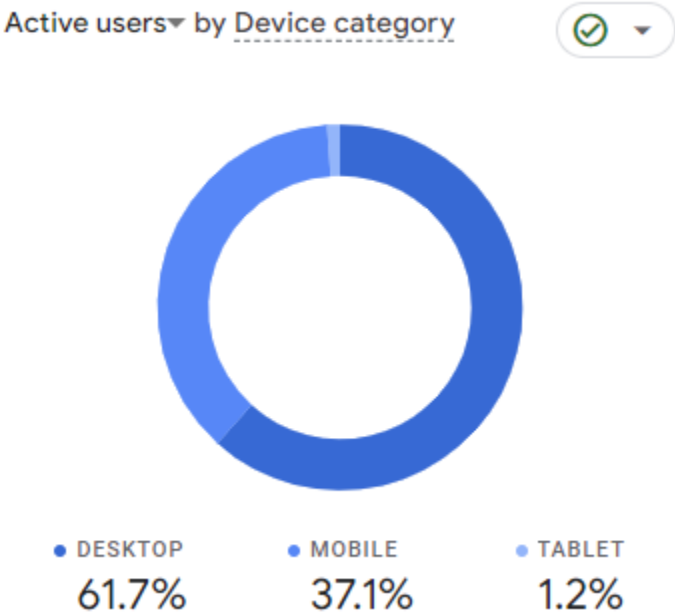


The chart below shows the individual performance by month in Q3 as well as a year-over-year comparison (Q3 2024 vs. Q3 2023). We saw the highest amount of website traffic in July 2024, but the highest Engagement Time/Session in August and the highest Engagement Rate in September.

Q3 2024 Monthly Website Traffic					
Metric	Q3 2023	July	August	September	Q3 2024
Users	4,419	1,766	1,511	1,581	4,447
Sessions	5,641	2,410	2,065	2,115	6,509
Engaged Sessions	2,731	1,047	883	968	2,906
Avg. Engagement Time/Session	1m 04s	0m 22s	0m 29s	0m 27s	0m 26s
Engagement Rate	48.41%	43.44%	42.76%	45.77%	44.65%
Pageviews	20,800	3,608	3,161	3,228	9,997

B. Devices

Devices used when visiting the website did not change significantly from Q2 2024 to Q3 2024.



## C. Top Pages

Below are the ten most viewed pages on the site in Q3 2024. “Careers” moved up one to #4; “Start Stop Service” moved down from #3 to #5. “Rates” remained on the list in the #9 spot again this quarter, with the highest Average Engagement Time. “Trustees” continues to show one of the highest Average Engagement Times, followed by “Waste Stormwater” and “Contact Us.”

Page path and screen class ▾ +		↓ Views	Active users	Views per active user	Average engagement time per active user
Total		9,997 100% of total	4,419 100% of total	2.26 Avg 0%	39s Avg 0%
1	/	3,850	2,206	1.75	18s
2	/request-for-proposals	1,299	758	1.71	8s
3	/how-to-pay-bill	545	343	1.59	26s
4	/careers	514	300	1.71	27s
5	/start-stop-service	444	282	1.57	39s
6	/contact-us	439	319	1.38	43s
7	/waste-stormwater	224	154	1.45	45s
8	/drinking-water	219	154	1.42	40s
9	/rates	219	161	1.36	1m 00s
10	/trustees	214	123	1.74	49s

## D. Sources

Organic Search (typing a relevant keyword into a search engine) continues to be the top traffic driver again this quarter.

Session primary...Channel Group) ▾ +		↓ Sessions	Engaged sessions	Engagement rate	Average engagement time per session	Events per session
Total		6,509 100% of total	2,906 100% of total	44.65% Avg 0%	26s Avg 0%	5.18 Avg 0%
1	Organic Search	3,345	1,857	55.52%	37s	5.79
2	Direct	2,716	752	27.69%	12s	4.14
3	Referral	282	197	69.86%	38s	6.30
4	Organic Social	144	96	66.67%	21s	8.52
5	Unassigned	38	0	0%	10s	1.82

## D. Organic Search Keywords

This chart shows the various keyword searches in Google that resulted in traffic to the GAUD website; the top keywords continue to be “Greater Augusta Utility District.”

Organic Google Search query ▾ +		↓ Organic Google Search clicks	Organic Google Search impressions	Organic Google Search click through rate	Organic Google Search average position
Total		858 100% of total	54,516 100% of total	1.57% Avg 0%	18.46 100% of total
1	greater augusta utility district	460	1,059	43.44%	1.40
2	augusta water district	121	545	22.2%	1.76
3	augusta utility district	52	166	31.33%	1.67
4	greater augusta utility	40	140	28.57%	1.79
5	augusta utility	23	485	4.74%	3.89
6	augusta wastewater treatment plant	12	53	22.64%	2.00
7	augusta maine water district	7	17	41.18%	1.71
8	water company augusta ga	7	530	1.32%	5.02
9	augusta water	6	2,558	0.23%	9.15
10	augusta utilities	5	14,572	0.03%	8.11

## E. Website Searches

This chart shows the various keyword searches on the GAUD website quarter-over-quarter, illustrating what information people are looking for within the website. This list helps identify potentially opportunities for delivering additional content based on people’s needs (i.e. search activity). Since searches remain very low for all terms, however, John Cummings had the most searches (5) and there were 0 search results for his name. Also “ipp” was searched twice and had no search results.

## Q3 2024 Website Searches

Keyword	Q4 2023 # Searches	Q1 2024 # Searches	Q2 2024 # Searches	Q3 2024 # Searches
staff or employee name	11	10	11	9
backflow, backflow test	1	5	7	0
permission slip	0	0	6	0
free compost	0	4	4	0
leak abatement	4	4	3	4
dump / rv dumping station	1	1	3	2
hydrant	0	2	0	0
bid / bids	0	0	2	2
careers / job descriptions	6	1	0	0
Pfas	0	0	0	3

## F. Careers Page Engagement

Pageviews on the “Career” page increased in Q3 2024.

Q3 2024 Careers Page Engagement			
Action	Q1 2024	Q2 2024	Q3 2024
/career page views	2,498	418	514
Clicks on job postings	363	1	0

## G. Trustee Page & Meeting Engagement

Engagement on the “Trustees” page increased in Q3. However, we saw a decrease in clicks to “Watch Live,” “Attend on Zoom, and “Watch Previously Recorded Meetings.”

Q3 2024 Trustees Page Engagement			
Action	Q1 2024	Q2 2024	Q3 2024
/trustees page views	211	192	214
Clicks on “Watch Live”	17	9	4
Clicks on “Attend on Zoom”	19	17	2
Clicks on “Watch Previously Recorded Meetings”	19	40	31

## III. Social Media

### A. Facebook

## Overview

Fan count continues to increase quarter-over-quarter. Impressions also look positive. Engagements declined in Q3 2024; however, still better than Q1 2024.

Q3 2024 GAUD Facebook				
Quarter	Fans	Posts	Impressions	Engagements
Q3 2024	1,108	33	22,336	1,503
Q2 2024	1,010	44	14,750	1,564
Q1 2024	997	47	16,465	689
Q4 2023	989	34	11,371	336
Q3 2023	984	32	14,022	470
Q2 2023	966	43	8,113	270
Q1 2023	951	53	9,075	365
Q4 2022	950	42	15,458	570
Q3 2022	924	47	14,113	1,019
Q2 2022	901	26	9,235	414
Q1 2022	892	40	13,594	584
Q4 2021	882	33	16,348	786
Q3 2021	866	34	12,834	715
Q2 2021	864	38	56,696	3,603
Q1 2021	851	39	17,283	762
Q4 2020	857	36	27,439	978
Q3 2020	769	43	13,900	1,414
Q2 2020	766	46	14,807	1,268
Q1 2020	762	62	22,565	2,939

Below are the Top 3 posts for the Q3, based on “Engaged Users”:

**Top posts**

**Greater Augusta Utility Distr...**  
Sep 27, 18:40

🔥 Just a heads up! We're flushing hydrants NEXT week—September 30

**588** engagement

**Greater Augusta Utility Distr...**  
Aug 18, 11:00

There will be a road closure on Sewall Street TODAY, Sunday, August 18, 2024. A

**78** engagement

**Greater Augusta Utility Distr...**  
Jul 30, 11:00

Do you love the outdoors? Do you love where you live? Do you want to save the

**73** engagement

## B. Twitter

There were 32 tweets in Q3, with a total of 639 impressions and 55 engagements. Below are the Top 3, in terms of “Total Engagements.”

## Top tweets



WCSH6 interviewed our Chief Engineer/Assistant General Manager, Andy Begin. He's not just a greataug utility, he also

**8** engagements



Happy Labor Day from Greater Augusta Utility District! Today, we honor the hard work and dedication of all workers. Please

**5** engagements



Since 1903, we've been committed to the quality of your drinking water. Did you know? We test for 89 contaminants and

**5** engagements

Consider extending social, cross posting monthly planned content on LinkedIn as well, to increase credibility and awareness online.

GAUD Policy #: 25

Effective Date: September 21, 2021

Policy 25: Remote Meeting Policy

Original Date: September 21, 2021

## REMOTE PARTICIPATION POLICY

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, Greater Augusta Utility District (the body) adopts the following policy to govern the participation, via remote methods, of members of the body and the public in the public proceedings or meetings of the body.

Members of the body are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the body to meet via remote methods, or an illness or temporary absence of a member that causes significant difficulty traveling to the meeting location. The chair or presiding officer of the body, in consultation with other members if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. A member who is unable to attend a meeting in person will notify the chair or presiding officer of the body as far in advance as possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The public will be provided a meaningful opportunity to attend via remote methods when any member of the body participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the body and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

Notice of all meetings will be provided in accordance with [1 M.R.S. § 406](#) and any applicable charter, ordinance, policy, or bylaw. When the public may attend via remote methods, notice will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public may attend the meeting in person. The body will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the body to meet using remote methods of attendance.

The body will make all documents and materials to be considered by the body available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the body.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the body and the public. A member of the body who participates remotely will be considered present for purposes of a quorum and voting.



This policy will remain in force indefinitely unless amended or rescinded.

Approved by Board on September 16, 2021

## 2025 Greater Augusta Utility District Board Events Calendar

Meetings to be held at the Arsenal Street garage in Augusta unless otherwise scheduled.

All meetings are public and will be posted on [www.greteraugustautilitydistrict.org](http://www.greteraugustautilitydistrict.org)

**Meetings are scheduled for the third Monday of each month at 6:00 PM unless there is a conflict.**

*The District observes the state holidays below and is closed for normal business.*

Wednesday, January 1, 2025	New Year's Day	Holiday
Monday, January 20, 2025	Martin Luther King, Jr. Day	Holiday
Monday, January 27, 2025	Regular meeting (4th Monday due to holiday)	City Center
Monday, February 17, 2025	Washington's Birthday / Presidents Day	Holiday
Monday, February 24, 2025	Regular meeting (4th Monday due to holiday)	City Center
Monday, March 17, 2025	Regular meeting	City Center
Monday, April 21, 2025	Patriots' Day	Holiday
Monday, April 28, 2025	Regular meeting (4th Monday due to holiday)	City Center
Monday, May 19, 2025	Regular meeting	City Center
Monday, May 26, 2025	Memorial Day	Holiday
Monday, June 16, 2025	Regular meeting	City Center
Thursday, June 19, 2025	Juneteenth	Holiday
Friday, July 4, 2025	Independence Day	Holiday
Monday, July 21, 2025	Regular meeting	City Center
Monday, August 18, 2025	Regular meeting	12 Wms shop
Monday, September 1, 2025	Labor Day	Holiday
Monday, September 15, 2025	Regular meeting	12 Wms shop
Monday, October 13, 2025	Indigenous Peoples Day	Holiday
Monday, October 20, 2025	Regular meeting	12 Wms shop
Wednesday, October 22, 2025	Planning meeting	Civic Center
Tuesday, November 11, 2025	Veterans Day	Holiday
Monday, November 17, 2025	Regular meeting	12 Wms shop
Thursday, November 27, 2025	Thanksgiving Day	Holiday
Friday, November 28, 2025	Thanksgiving Friday	Holiday
Monday, December 15, 2025	Regular meeting	12 Wms shop
Thursday, December 25, 2025	Christmas Day	Holiday