

AGENDA

CABOT WATER AND WASTEWATER COMMISSION

MEETING 12/19/2024

**CABOT WATERWORKS ADMINISTRATION OFFICE (Zoom Mtg)
#1 CITY PLAZA, SUITE B**

- Opening Prayer
- Approval Of Minutes of Previous Meeting - **(Tab A)**
- General Manager's Report- **(Tab B)**
 - Internal Funded Water Projects
 - Internal Funded Wastewater Projects

- Financial Report – Brown - **(Tab C)**

BUSINESS ITEMS:

- Preliminary Rate Study
- Financial Audit RFP's
- Preliminary 2025 Budget

NON-AGENDA ITEMS

PUBLIC INPUT

ADJOURN

**Cabot Water & Wastewater Commission Meeting
November 21, 2024, Conference Room In-Person and Zoom**

Attendees: Gary Walker, Bert Mayer, John Woodall, Donette Spann, Nina Butler, Bruce Brown, Baxter Drennan, David Langstaff, Karen Ballard, and Tim Joyner

Gary Walker called the meeting to order at 6:30 P.M. John Woodall led the opening prayer.

Donette Spann made a motion to approve the minutes from September 26, 2024, 2nd by Bert Mayer, Motion Carried unanimously.

GENERAL MANAGER'S REPORT:

Projects:

- **Willie Ray Dr. Tank Painting & Rehab – Contractor scheduled to start first week of December.**
- **Crews continue with leak/damage repairs, meter replacements and utility locates.**
- **ARDOT is planning to Widen Hwy 107 and will require relocation of 7,800'-30" Transmission Main.**
- **Lonoke County ARPA grant –Crews completed installation of water main in Grayhawk.**
- **Maintenance Building – The Architect is finalizing plans for Kerr Station Site to advertise for Bid.**

FINANCIAL REPORT:

Bruce Brown presented the October Financial Report. Bert Mayer made a motion to approve the Financial Report, 2nd by Donette Spann, Motion Carried Unanimously.

BUSINESS ITEMS:

Preliminary 2025 Budget – The Commission will review.

Banking Services – Bert Mayer made a motion to accept First Security's proposal for banking services for 36 months, 2nd by John Woodall, Motion Carried Unanimously.

NON-AGENDA ITEMS:

Bert Mayer made a motion for the Commission to go into Executive Session at 7:05pm, 2nd by Donette Spann. Motion Carried Unanimously. Bert made a motion to end Executive session at 7:28pm, 2nd by Donette Spann, Motion Carried Unanimously.

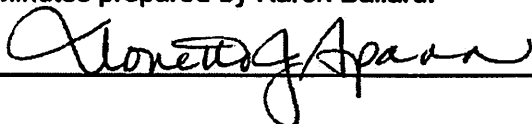
A motion was made by Bert Mayer to have our attorney draft a letter to Steve Wallace on the decision made by the Commission, 2nd by Donette Spann, Motion Carried Unanimously. An amended motion was made by Bert Mayer to have Human Resources supply information needed for our attorney on letter, 2nd by Donette Spann, Motion Carried Unanimously.

Staff will advertise RFQ for auditing firms. Will discuss in next meeting.

PUBLIC INPUT: NONE

Gary Walker adjourned the meeting at 7:40pm

Minutes prepared by Karen Ballard.



Donette Spann, Commission Secretary



Water Capital Fund Balance

Project ID	Water Projects	Project Status	Total To Date:	Forecast Totals:	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
24D01	Repl Service Lines	In-Progress	169,988	200,000	25,448	16,666	16,666	16,666	16,666	16,666	16,666	16,666
24D02	Meter Change Outs (Labor)	In-Progress	38,925	50,000	1,526	3,333	3,333	3,333	3,333	3,333	3,333	3,333
24D03	Hard Sets (New Service)	In-Progress	29,166	42,000		3,500	3,500	3,500	3,500	3,500	3,500	3,500
23D10	ARDOT Hwy 5 Widening	In-Planning	19,385									
24D05	Water Relocate HWY 89 at Rockwood Rd	In-Planning		350,000								
24D06	30 IN Water Relocate Hwy 107 Widening	In-Planning										
23J001	New Maintenance Facility Project 2323	In-Planning	78,934	1,900,000								
24E01	Willie Ray Dr 2MG Tank Paint and Rehab	In-Progress	569	518,777								
23D04	ARPA County Grant Water Extensions	In-Progress	318,213	436,580	29,272	680						118,367
	ARPA County Grant Water Extensions Reimbursement			(436,580)								(118,367)
Water Capital Forecast												
	Administration - Office equipment	2024 Budget	2,309	86,500	1,059							
	Water, Wells, and Pumps	2024 Budget	72,049	35,000	3,372							
	Water - Vehicles and Machinery	2024 Budget	220,964	630,109								
	Salvage Value of vehicles and machinery	2024 Budget		(37,000)	(1,755)	(218)						
	Water - Meters	2024 Budget	193,103	193,103								
	Meter Boxes and Lids	2024 Budget	15,996	16,000								
Sub-Total						(58,921)	(23,961)	(23,499)	(23,499)	(23,499)	(23,499)	(23,499)

	Balance in Accounts:	1,736,547										
	ARPA Grant Funds	436,580										
	Balance in Capital Improvements:	1,426,774										
	Investments	2,167,380										
	(Accounts Payable):	(13,792)										
	5% Transfer for Capital Improvements:				6,619	6,703	6,673	6,600	6,886	7,104	8,027	
	Other Income:											
	Forecast increase in Cash:				27,000	27,000	27,000	25,000	25,000	25,000	25,000	
Balance:	Projected Cash Balance:	5,753,489	5,763,147	5,773,351	5,783,525	5,791,626	5,800,013	5,808,618	5,818,146			



Wastewater Capital Fund Balance

Projects	Status	Total To Date	Forecast									
			Total	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	
Capital Expenditures												
I&I (24N01)	In-Progress	103,403	110,000	19,124	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Grinder Pump Rebuild (24N02)	In-Progress	57,292	95,000	4,282	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250
ARDOT Hwy 5 Widening	In-Planning	-	-									
Convert 2400' FM to Gravity Douglas Road	In-Planning	-	150,000									
Replace 1062' 8" Sewer on 2nd Street (24N03)	In-Progress	163,776	164,000	3,146								
ARDOT Relocation Hwy 5 Interchange (24N06)	In-Planning	6,789	125,000									
ARDOT Relocation HWY 89 Interchange (24N05)	In-Planning	98	125,000	98								
ARPA Hwy 321 Sewer Extension (22N03)	Complete	3,455,172	4,000,000									544,828
ARPA Hwy 321 Sewer Extension Reimbursement		3,455,172	-									(544,828)
Repl 450ft-6in Sewer Church of Christ MH871-855 (24N09)	In-Progress	16,422	22,500	16,422								
WasteWater Treatment Plant	2024 Budget	-	100,000	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333
WasteWater Lift Station/Pumps	2024 Budget	55,980	90,000		24,774	7,500	7,500	7,500	7,500	7,500	7,500	7,500
WasteWater Grinder Pumps	2024 Budget	24,706	145,000		8,083	8,083	8,083	8,083	8,083	8,083	8,083	8,083
Waste - Vehicles and Machinery	2024 Budget	135,173	394,983	4,059	1,992							
Salvage Vehicles			(40,000)									
			Sub-Total	(55,464)	(56,932)	(37,666)	(37,666)	(37,666)	(37,666)	(37,666)	(37,666)	(37,666)

Capital Expenditures

Balance in Accounts:	430,585											
Balance in Capital Improvements:	908,039											
Investments:	2,167,380											
Accounts Payable taken into account in above total:												
5% Transfer for Capital Improvements:				1,896	1,881	1,822	1,931	1,977	2,143	2,318		
Forecast increase in Cash:				5,500	5,500	5,500	9,000	9,000	9,000	9,000		
Projected Cash Balance:	3,506,004	3,456,468	3,426,183	3,395,839	3,369,104	3,342,415	3,315,892	3,289,544				

Cabot WaterWorks
Statement of Net Position
For the Eleven Months Ending Saturday, November 30, 2024

	Total	Water	Wastewater
ASSETS			
Current Assets			
Cash	\$2,167,131.84	\$1,736,547.11	\$430,584.73
Cash in Capital Improvement Accounts	2,334,813.73	1,426,774.44	908,039.29
Investments	4,334,759.30	2,167,379.65	2,167,379.65
Accounts Receivable, net of allowance for bad debts \$ 24,791	683,057.64	672,191.50	10,866.14
ARPA Grant Funds	436,580.30	436,580.30	
Receivable - Interest	120,469.10	60,234.55	60,234.55
Receivable - FSA	7,004.45	5,348.50	1,655.95
Unbilled Revenue	405,787.98	324,630.38	81,157.60
Inventory	302,099.42	164,266.81	137,832.61
Prepaid Expenses	489,214.56	422,038.79	67,175.77
Total Current Assets	11,280,918.32	7,415,992.03	3,864,926.29
Property, Plant and Equipment			
Building	75,793.25	15,702.25	60,091.00
Administration	249,607.03	224,731.73	24,875.30
Administration - Land	39,871.69	39,871.69	
Water	59,570,200.42	59,570,200.42	
Wastewater	33,910,544.66	512.68	33,910,031.98
Construction Work in Progress	4,569,780.59	707,842.16	3,861,938.43
Storage Ponds	115,845.44		115,845.44
Developer Contributions	21,847,685.27	6,592,400.79	15,255,284.48
Accumulated Depreciation	(43,794,059.33)	(25,563,016.98)	(18,231,042.35)
Total Property, Plant and Equipment	76,585,269.02	41,588,244.74	34,997,024.28
Other Assets			
Deferred Outflows of Resources (Pensions)	857,773.00	618,265.89	239,507.11
Total Other Assets	857,773.00	618,265.89	239,507.11
Interdepartmental Adjustment	(2,769,916.00)	(2,715,172.81)	(54,743.19)
Total Assets	\$85,954,044.34	\$46,907,329.85	\$39,046,714.49

Cabot WaterWorks
Statement of Net Position
For the Eleven Months Ending Saturday, November 30, 2024

	Total	Water	Wastewater
LIABILITIES AND NET			
POSITION			
Current Liabilities			
Accounts Payable	\$20,863.73	\$13,792.16	\$7,071.57
Payable - Sanitation Fees	153,691.93	153,691.93	
Customer Refunds	139.30	139.30	
Sales Tax Payable	2,178.02	2,178.02	
Accrued expense	39,629.68	37,399.25	2,230.43
Payroll Taxes Payable	12,847.77	9,121.28	3,726.49
Withholdings Payable	23,284.76	16,715.44	6,569.32
Garnishments	181.70	181.70	
Accrued Payroll	44,399.36	31,333.44	13,065.92
Accrued PTO	196,790.43	139,721.19	57,069.24
Accrued Interest	9,364.18		9,364.18
Total Current Liabilities	503,370.86	404,273.71	99,097.15
Noncurrent Liabilities			
Note payable - ANRC #1	943,019.88	943,019.88	
Note payable - ANRC #2	2,456,988.57	2,456,988.57	
Bonds Payable	54,545.87		54,545.87
Accrued sludge removal	244,348.02		244,348.02
Customer Meter Deposits	930,471.73	930,471.73	
Net Pension Liability	2,584,219.00	1,776,487.59	807,731.41
Total Noncurrent Liabilities	7,213,593.07	6,106,967.77	1,106,625.30
Deferred Inflow of Resources			
Pensions	14,197.00	9,937.90	4,259.10
Net Position			
Developer Contributions	25,790,075.27	8,545,480.84	17,244,594.43
Contributed Capital - Hwy Dept	3,891,752.39	436,580.30	3,455,172.09
Contributed Capital	15,539,482.45	1,504,788.34	14,034,694.11
Net investment in capital assets	18,124,449.00	14,022,566.30	4,101,882.70
Restricted Net Position	1,256,525.00	1,091,638.16	164,886.84
Current Unrestricted Net Position	(55,013.91)	460,926.73	(515,940.64)
Unrestricted Net Position	13,675,613.21	14,324,169.80	(648,556.59)
Total Net Position	78,222,883.41	40,386,150.47	37,836,732.94
Total Liabilities and Net Position	\$85,954,044.34	\$46,907,329.85	\$39,046,714.49

Cabot WaterWorks
 Supplementary Statement of Revenues, Expenses, and Statement of Net Position
 For the Eleven Months Ending Saturday, November 30, 2024

	Consolidated		Water		Wastewater		Administrative	
	Current	YTD	Current	YTD	Current	YTD	Current	YTD
Revenue								
Water	\$396,315.09	\$4,602,450.50	\$396,315.09	\$4,602,450.50				
Wastewater	107,515.11	1,236,943.46			107,515.11	1,236,943.46		
Fees - service connection	2,350.00	43,447.64	900.00	33,070.00	1,450.00	10,377.64		
Fees - disconnection	2,150.00	27,275.00	1,720.00	21,820.00	430.00	5,455.00		
Fees - late charges	10,896.04	124,884.99	8,716.83	99,907.97	2,179.21	24,977.02		
Return checks & fees	520.00	6,120.00	416.00	4,896.00	104.00	1,224.00		
Miscellaneous	2,685.00	18,979.53	2,085.00	14,479.53	600.00	4,500.00		
EPAC fees billed	4,345.60	47,701.20	4,345.60	47,701.20				
EPAC fees paid	(4,318.80)	(47,800.00)	(4,318.80)	(47,800.00)				
Sanitation fees billed	160,975.11	1,765,796.44	160,975.11	1,765,796.44				
Sanitation fees paid	(161,535.86)	(1,758,911.88)	(161,535.86)	(1,758,911.88)				
Total Revenue	521,897.29	6,066,886.88	409,618.97	4,783,409.76	112,278.32	1,283,477.12		
Operations and Maintenance								
Power	28,204.63	348,492.89	13,244.59	177,392.64	14,960.04	171,100.25		
Labor	175,697.01	1,437,064.13	120,999.64	993,562.11	54,697.37	443,502.02		
Capitalized Labor Cost	(65,858.83)	(650,853.12)	(34,984.68)	(314,924.53)	(30,874.15)	(335,928.59)		
Payroll taxes	12,593.39	104,638.59	8,944.60	76,356.79	3,648.79	28,281.80		
Retirement	22,240.48	209,762.28	15,870.03	153,109.00	6,370.45	56,653.28		
Insurance - workers comp	2,424.06	26,664.63	1,659.48	18,254.23	764.58	8,410.40		
Insurance - health	15,935.35	157,840.97	13,111.85	124,490.95	2,823.50	33,350.02		
Outside labor	475.75	21,200.12	440.00	10,849.66	35.75	10,350.46		
Lab fees & supplies	2,902.56	32,376.94	1,627.56	12,642.99	1,275.00	19,733.95		
Chemicals	3,280.41	29,742.39	2,146.41	27,898.44	1,134.00	1,843.95		
Materials & supplies	9,012.39	171,707.27	5,504.41	121,831.47	3,507.98	49,875.80		
Grinder Pump Repairs	3,750.64	22,434.03			3,750.64	22,434.03		
Street repairs	3,470.00	26,013.57	1,650.00	13,853.57	1,820.00	12,160.00		
Small tools	2,113.06	22,351.61	893.88	12,417.97	1,219.18	9,933.64		
Safety supplies	957.42	8,043.87	957.42	5,389.76		2,654.11		
Equipment rental		139.76		139.76				
Purchased water	26,187.84	305,955.20	26,187.84	305,955.20				
Licenses/permits/fees		10,160.00		460.00		9,700.00		
R & M - plant		1,086.59		1,086.59				
R & M - field vehicles	4,287.49	105,691.52	2,711.07	67,262.55	1,576.42	38,428.97		
R & M - field equipment	838.03	24,466.76	15.39	12,936.23	822.64	11,530.53		
Fuel - field	239.72	66,702.34		49,270.38	239.72	17,431.96		
Insurance - Veh & Equip	2,264.47	28,338.94	1,268.28	16,968.67	996.19	11,370.27		
Insurance - property	4,547.87	50,377.17	2,318.35	25,852.45	2,229.52	24,524.72		
Public safety	25,118.64	269,593.20	25,118.64	269,593.20				
Total Operations and Maintenance	280,682.38	2,829,991.65	209,684.76	2,182,650.08	70,997.62	647,341.57		
General and Administrative								
Bad debt		22,231.66		17,785.33		4,446.33		
Dues & subscriptions	1,200.87	31,586.42	105.91	14,016.70		299.97	1,094.96	17,269.75
Education & seminars		2,346.32		200.00		318.00		1,828.32
Employee recognition	37.73	1,610.32		272.04	37.73	912.45		425.83
Fuel - admin		4,076.90						4,076.90
Insurance - admin vehicle	44.84	493.24					44.84	493.24
Interest expense		42,409.82		41,610.82		799.00		
Licenses & permits	200.00	476.80	200.00	305.00		146.80		25.00
Locator/One call expenses	1,501.29	14,918.68	79.15	1,843.92	103.29	2,002.65	1,318.85	11,072.11
Medical expenses	467.00	2,920.14					467.00	2,920.14
New hire expense	1,077.41	5,294.32					1,077.41	5,294.32
Office expense	1,085.57	15,606.64	(262.22)	2,536.17	126.06	719.06	1,221.73	12,351.41
Postage & delivery	4,816.55	54,837.66	4,575.05	53,015.94			241.50	1,821.72
Printing & reproduction		6,934.12		6,934.12				
Professional fees - audit		14,950.00						14,950.00
Professional fees - acct		280.00						280.00
Professional fees - legal	1,622.50	18,920.00					1,622.50	18,920.00
Professional fees - comp		7,200.00		7,200.00				
Public relations		1,088.65		687.26		401.39		
Public notification		256.20						256.20
Rent - building	3,325.00	36,975.00	1,862.50	20,887.50			1,462.50	16,087.50
R & M - office	226.60	2,642.33		162.93			226.60	2,479.40
R & M - building	186.95	874.48	186.95	417.22		457.26		
R & M - admin vehicles	15.00	1,488.81					15.00	1,488.81
Salaries - administration	69,131.36	588,835.62					69,131.36	588,835.62

Cabot WaterWorks
 Supplementary Statement of Revenues, Expenses, and Statement of Net Position
 For the Eleven Months Ending Saturday, November 30, 2024

	Consolidated		Water		Wastewater		Administrative	
	Current	YTD	Current	YTD	Current	YTD	Current	YTD
Taxes - payroll	3,820.33	41,126.11					3,820.33	41,126.11
Retirement	9,088.13	85,359.44					9,088.13	85,359.44
Insurance - workers comp	65.43	719.73					65.43	719.73
Insurance - health	5,768.80	55,703.28					5,768.80	55,703.28
Insurance - life	1,170.02	13,279.04					1,170.02	13,279.04
Travel	63.75	601.87		52.43		441.43	63.75	108.01
Uniforms and PPE	864.16	16,628.77	431.16	8,509.26	301.60	7,908.91	131.40	210.60
Utilities - electric and gas	200.86	2,627.67	200.86	2,627.67				
Utilities - other	586.42	5,493.12	304.65	3,098.48	281.77	2,394.64		
Utilities - telephone	396.36	10,347.15	225.56	6,390.89	170.80	3,200.83		755.43
Utilities - cellular	994.99	12,813.39	571.21	8,127.87	189.18	2,106.23	234.60	2,579.29
G & A allocation			78,613.37	720,648.36	19,653.34	180,068.84	(98,266.71)	(900,717.20)
Total General and Administrative	107,957.92	1,123,953.70	87,094.15	917,329.91	20,863.77	206,623.79		
Other Income and Expense								
Interest income	29,402.52	322,291.95	17,467.29	189,899.08	11,935.23	132,392.87		
Antenna lease	34,079.97	77,561.75	34,079.97	77,561.75				
Other income	56,495.26	125,698.47	5,756.44	73,233.50	50,738.82	52,464.97		
Sales tax discounts	2,138.40	38,390.58	2,138.40	37,825.60		564.98		
Gain (loss) sale/disposition of assets	1,755.00	30,520.40	1,755.00	37,926.60		(7,406.20)		
Total Other Income and Expense	123,871.15	594,463.15	61,197.10	416,446.53	62,674.05	178,016.62		
Increase(decrease) in Net Assets before Depreciation	257,128.14	2,707,404.68	174,037.16	2,099,876.30	83,090.98	607,528.38		
Depreciation expense	261,708.79	2,762,418.59	154,147.79	1,638,949.57	107,561.00	1,123,469.02		
Increase(decrease) in Net Assets	(\$4,580.65)	(\$55,013.91)	\$19,889.37	\$460,926.73	(\$24,470.02)	(\$515,940.64)		

Cabot Waterworks
Budget vs Actual - Water
For the Eleven Months Ending Saturday, November 30, 2024

	Current Actual	Budget	Variance	Prior Year To Date	Prior Year Variance	Year to Date Actual	Budget	Variance	Variance %
Revenue									
Water	\$396,315.09	\$404,250.00	(\$7,934.91)	\$4,605,485.67	0%	\$4,602,450.50	\$4,446,750.00	\$155,700.50	4%
Fees - service connection	900.00	2,666.17	(1,766.17)	49,128.50	(33%)	33,070.00	29,327.87	3,742.13	13%
Fees - disconnection	1,720.00	2,141.58	(421.58)	23,200.00	(6%)	21,820.00	23,557.38	(1,737.38)	(7%)
Fees - late charges	8,716.83	8,788.83	(72.00)	98,256.37	2%	99,907.97	96,677.13	3,230.84	3%
Return checks & fees	416.00	382.25	33.75	4,128.00	19%	4,896.00	4,204.75	691.25	16%
Miscellaneous	2,085.00	1,099.17	985.83	24,482.85	(41%)	14,479.53	12,090.87	2,388.66	20%
EPAC fees billed	4,345.60	4,221.67	123.93	47,348.00	1%	47,701.20	46,438.37	1,262.83	3%
EPAC fees paid	(4,318.80)	(4,221.67)	(97.13)	(46,381.20)	3%	(47,800.00)	(46,438.37)	(1,361.63)	3%
Sanitation fees billed	160,975.11	158,907.17	2,067.94	1,756,859.28	1%	1,765,796.44	1,747,978.87	17,817.57	1%
Sanitation fees paid	(161,535.86)	(158,907.17)	(2,628.69)	(1,755,597.32)	0%	(1,758,911.88)	(1,747,978.87)	(10,933.01)	1%
Total Revenue	409,618.97	419,328.00	(9,709.03)	4,806,910.15	0%	4,783,409.76	4,612,608.00	170,801.76	4%
Operations and Maintenance									
Power	13,244.59	17,000.00	(3,755.41)	168,844.49	5%	177,392.64	187,000.00	(9,607.36)	(5%)
Labor	120,999.64	104,441.58	16,558.06	969,986.88	2%	993,562.11	1,148,857.38	(155,295.27)	(14%)
Capitalized Labor Cost	(34,984.68)	(20,833.33)	(14,151.35)	(189,865.64)	66%	(314,924.53)	(229,166.63)	(85,757.90)	37%
Payroll taxes	8,944.60	8,262.75	681.85	73,975.82	3%	76,356.79	90,890.25	(14,533.46)	(16%)
Retirement	15,870.03	15,867.08	2.95	148,896.12	3%	153,109.00	174,537.88	(21,428.88)	(12%)
Insurance - workers comp	1,659.48	1,666.66	(7.18)	13,517.99	35%	18,254.23	18,333.26	(79.03)	0%
Insurance - health	13,111.85	15,614.59	(2,502.74)	108,259.67	15%	124,490.95	171,760.49	(47,269.54)	(28%)
Outside labor	440.00	1,433.34	(993.34)	4,139.32	162%	10,849.66	15,766.74	(4,917.08)	(31%)
Lab fees & supplies	1,627.56	1,416.67	210.89	9,725.85	30%	12,642.99	15,583.37	(2,940.38)	(19%)
Chemicals	2,146.41	2,500.00	(353.59)	26,270.78	6%	27,898.44	27,500.00	398.44	1%
Materials & supplies	5,504.41	10,000.00	(4,495.59)	142,302.78	(14%)	121,831.47	110,000.00	11,831.47	11%
Street repairs	1,650.00	3,750.00	(2,100.00)	20,747.06	(33%)	13,853.57	41,250.00	(27,396.43)	(66%)
Small tools	893.88	1,466.67	(572.79)	12,393.13	0%	12,417.97	16,133.37	(3,715.40)	(23%)
Safety supplies	957.42	691.67	265.75	4,801.53	12%	5,389.76	7,608.37	(2,218.61)	(29%)
Equipment rental		516.67	(516.67)	107.50	30%	139.76	5,683.37	(5,543.61)	(98%)
Purchased water	26,187.84	27,391.08	(1,203.24)	246,370.51	24%	305,955.20	298,608.97	7,346.23	2%
Licenses/permits/fees		208.33	(208.33)	520.00	(12%)	460.00	2,291.63	(1,831.63)	(80%)
R & M - plant		358.33	(358.33)	797.82	36%	1,086.59	3,941.63	(2,855.04)	(72%)
R & M - field vehicles	2,711.07	6,499.99	(3,788.92)	55,028.79	22%	67,262.55	71,499.89	(4,237.34)	(6%)
R & M - field equipment	15.39	1,416.66	(1,401.27)	13,399.72	(3%)	12,936.23	15,583.26	(2,647.03)	(17%)
Fuel - field		7,041.67	(7,041.67)	59,401.02	(17%)	49,270.38	77,458.37	(28,187.99)	(36%)
Insurance - vehicles & equipment	1,268.28	1,350.01	(81.73)	12,815.87	32%	16,968.67	14,850.11	2,118.56	14%
Insurance - property	2,318.35	2,318.42	(0.07)	23,984.27	8%	25,852.45	25,502.62	349.83	1%
Public safety	25,118.64	24,072.17	1,046.47	262,671.85	3%	269,593.20	264,793.87	4,799.33	2%
Total Operations and maintenance	209,684.76	234,451.01	(24,766.25)	2,189,093.13	0%	2,182,650.08	2,576,268.20	(393,618.12)	(15%)
General and Administrative									
Bad debt		1,916.67	(1,916.67)	12,449.61	43%	17,785.33	21,083.37	(3,298.04)	(16%)
Dues & subscriptions	105.91	2,175.00	(2,069.09)	16,987.39	(17%)	14,016.70	23,925.00	(9,908.30)	(41%)
Education & seminars		154.16	(154.16)	150.00	33%	200.00	1,695.76	(1,495.76)	(88%)
Employee recognition		120.84	(120.84)	439.50	(38%)	272.04	1,329.24	(1,057.20)	(80%)
Interest expense		3,475.00	(3,475.00)	50,817.99	(18%)	41,610.82	38,225.00	3,385.82	9%
Licenses and permits	200.00	104.17	95.83	80.00	281%	305.00	1,145.87	(840.87)	(73%)
Locator expenses/One call expenses	79.15	250.00	(170.85)	1,954.32	(6%)	1,843.92	2,750.00	(906.08)	(33%)
Office expenses	(262.22)	675.00	(937.22)	3,858.23	(34%)	2,536.17	7,425.00	(4,888.83)	(66%)
Postage & delivery	4,575.05	4,908.33	(333.28)	51,255.33	3%	53,015.94	53,991.63	(975.69)	(2%)
Printing & reproduction		583.33	(583.33)	6,002.58	16%	6,934.12	6,416.63	517.49	8%
Professional fees - well monitoring		808.34	(808.34)	6,200.00	16%	7,200.00	8,891.74	(1,691.74)	(19%)
Public relations (Customer Damages)				1,519.36	(55%)	687.26		687.26	0%
Public Notification		41.67	(41.67)		0%		458.37	(458.37)	(100%)
Rent - building	1,862.50	1,866.67	(4.17)	20,087.50	4%	20,887.50	20,533.37	354.13	2%
R & M - office		54.17	(54.17)	216.51	(25%)	162.93	595.87	(432.94)	(73%)
R & M - building	186.95	108.33	78.62	714.78	(42%)	417.22	1,191.63	(774.41)	(65%)
Travel		54.16	(54.16)	157.97	(67%)	52.43	595.76	(543.33)	(91%)
Uniforms and PPE	431.16	904.17	(473.01)	9,034.93	(6%)	8,509.26	9,945.87	(1,436.61)	(14%)
Utilities - electric and gas	200.86	358.33	(157.47)	3,210.87	(18%)	2,627.67	3,941.63	(1,313.96)	(33%)
Utilities - other	304.65	333.33	(28.68)	3,166.21	(2%)	3,098.48	3,666.63	(568.15)	(15%)
Utilities - telephone	225.56	683.33	(457.77)	7,073.38	(10%)	6,390.89	7,516.63	(1,125.74)	(15%)
Utilities - cellular	571.21	1,050.00	(478.79)	7,767.37	5%	8,127.87	11,550.00	(3,422.13)	(30%)
Penalties and fines		25.00	(25.00)		0%		275.00	(275.00)	(100%)
G & A allocations	78,613.37	70,456.87	8,156.50	665,281.89	8%	720,648.36	781,025.57	(60,377.21)	(8%)
Total General and Administrative	87,094.15	91,106.87	(4,012.72)	868,425.72	6%	917,329.91	1,008,175.57	(90,845.66)	(9%)
Other Income and Expense									
Interest Income	17,467.29	12,500.00	4,967.29	151,036.81	26%	189,899.08	137,500.00	52,399.08	38%
Antenna lease	34,079.97	6,500.00	27,579.97	75,519.73	3%	77,561.75	71,500.00	6,061.75	8%
Sales tax discounts	2,138.40	1,916.67	221.73	21,923.92	73%	37,825.60	21,083.37	16,742.23	79%

Cabot Waterworks
 Budget vs Actual - Water
 For the Eleven Months Ending Saturday, November 30, 2024

	Current Actual	Budget	Variance	Prior Year To Date	Prior Year Variance	Year to Date Actual	Budget	Variance	Variance %
Other income	5,756.44	4,333.33	1,423.11	69,002.97	6%	73,233.50	47,666.63	25,566.87	54%
Gain (loss) sale/disposition of assets	1,755.00		1,755.00	69,794.98	(46%)	37,926.60		37,926.60	0%
Total Other Income and Expense	61,197.10	25,250.00	35,947.10	387,278.41	8%	416,446.53	277,750.00	138,696.53	50%
Increase (decrease) in Net Assets before Depreciation	174,037.16	119,020.12	55,017.04	2,136,669.71	(2%)	2,099,876.30	1,305,914.23	793,962.07	61%
Depreciation expense	154,147.79	141,833.33	12,314.46	1,585,944.76	3%	1,638,949.57	1,560,166.63	78,782.94	5%
Increase (decrease) in Net Assets	19,889.37	(22,813.21)	42,702.58	550,724.95	(16%)	460,926.73	(254,252.40)	715,179.13	(281%)

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Cabot Waterworks
Budget vs Actual - Wastewater
For the Eleven Months Ending Saturday, November 30, 2024

	Current Actual	Budget	Variance	Prior Year To Date	Prior Year Variance	Year to Date Actual	Budget	Variance	Variance %
Revenue									
Wastewater	\$107,515.11	\$107,916.67	(\$401.56)	\$1,223,665.36	1%	\$1,236,943.46	\$1,187,083.37	\$49,860.09	4%
Fees - service connection	1,450.00	666.67	783.33	7,150.00	45%	10,377.64	7,333.37	3,044.27	42%
Fees - disconnection	430.00	535.42	(105.42)	5,800.00	(6%)	5,455.00	5,889.62	(434.62)	(7%)
Fees - late charges	2,179.21	2,197.25	(18.04)	24,564.10	2%	24,977.02	24,169.75	807.27	3%
Return checks & fees	104.00	95.58	8.42	1,032.00	19%	1,224.00	1,051.38	172.62	16%
Miscellaneous	600.00	274.75	325.25	3,200.00	41%	4,500.00	3,022.25	1,477.75	49%
Total Revenue	112,278.32	111,686.34	591.98	1,265,411.46	1%	1,283,477.12	1,228,549.74	54,927.38	4%
Operations and Maintenance									
Power	14,960.04	19,666.66	(4,706.62)	199,091.32	(14%)	171,100.25	216,333.26	(45,233.01)	(21%)
Labor	54,697.37	44,561.41	10,135.96	398,166.92	11%	443,502.02	490,175.51	(46,673.49)	(10%)
Capitalized Labor Cost	(30,874.15)	(33,333.33)	2,459.18	(322,006.43)	4%	(335,928.59)	(366,666.63)	30,738.04	(8%)
Payroll taxes	3,648.79	3,512.91	135.88	25,528.57	11%	28,281.80	38,642.01	(10,360.21)	(27%)
Retirement	6,370.45	6,826.83	(456.38)	52,331.45	8%	56,653.28	75,095.13	(18,441.85)	(25%)
Insurance - workers comp	764.58	833.34	(68.76)	7,184.28	17%	8,410.40	9,166.74	(756.34)	(8%)
Insurance - health	2,823.50	5,898.00	(3,074.50)	36,324.53	(8%)	33,350.02	64,878.00	(31,527.98)	(49%)
Outside labor	35.75	2,800.00	(2,764.25)	5,276.21	96%	10,350.46	30,800.00	(20,449.54)	(66%)
Lab fees & supplies	1,275.00	2,583.33	(1,308.33)	17,331.73	14%	19,733.95	28,416.63	(8,682.68)	(31%)
Chemicals	1,134.00	1,858.33	(724.33)	4,193.90	(56%)	1,843.95	20,441.63	(18,597.68)	(91%)
Materials & supplies	3,507.98	7,500.00	(3,992.02)	75,455.44	(34%)	49,875.80	82,500.00	(32,624.20)	(40%)
Grinder Pump Repairs	3,750.64	3,333.33	417.31	22,548.43	(1%)	22,434.03	36,666.63	(14,232.60)	(39%)
Street repairs	1,820.00	1,666.67	153.33	11,974.02	2%	12,160.00	18,333.37	(6,173.37)	(34%)
Small tools	1,219.18	1,416.67	(197.49)	8,545.70	16%	9,933.64	15,583.37	(5,649.73)	(36%)
Safety supplies		416.67	(416.67)	1,557.07	70%	2,654.11	4,583.37	(1,929.26)	(42%)
Equipment rental		83.34	(83.34)		0%		916.74	(916.74)	(100%)
Licenses/permits/fees		891.66	(891.66)	9,700.00	0%	9,700.00	9,808.26	(108.26)	(1%)
R & M - plant		416.67	(416.67)	378.49	(100%)		4,583.37	(4,583.37)	(100%)
R & M - field vehicles	1,576.42	4,750.01	(3,173.59)	47,543.07	(19%)	38,428.97	52,250.11	(13,821.14)	(26%)
R & M - field equipment	822.64	2,958.33	(2,135.69)	9,149.92	26%	11,530.53	32,541.63	(21,011.10)	(65%)
Fuel - field	239.72	3,166.67	(2,926.95)	33,830.32	(48%)	17,431.96	34,833.37	(17,401.41)	(50%)
Insurance - vehicles & equipment	996.19	1,083.33	(87.14)	10,402.70	9%	11,370.27	11,916.63	(546.36)	(5%)
Insurance - property	2,229.52	2,229.59	(0.07)	22,646.58	8%	24,524.72	24,525.49	(0.77)	0%
Total Operations and maintenance	70,997.62	85,120.42	(14,122.80)	677,154.22	(4%)	647,341.57	936,324.62	(288,983.05)	(31%)
General and Administrative									
Bad debt		500.00	(500.00)	3,504.23	27%	4,446.33	5,500.00	(1,053.67)	(19%)
Dues & subscriptions		50.00	(50.00)	199.98	50%	299.97	550.00	(250.03)	(45%)
Education & seminars		133.33	(133.33)		0%	318.00	1,466.63	(1,148.63)	(78%)
Employee recognition	37.73	75.00	(37.27)	1,049.98	(13%)	912.45	825.00	87.45	11%
Interest expense		126.92	(126.92)	1,446.98	(45%)	799.00	1,396.12	(597.12)	(43%)
Licenses and permits		50.00	(50.00)	128.40	14%	146.80	550.00	(403.20)	(73%)
Locator expenses/One call expenses	103.29	416.67	(313.38)	2,440.27	(18%)	2,002.65	4,583.37	(2,580.72)	(56%)
Office expenses	126.06	191.66	(65.60)	154.99	364%	719.06	2,108.26	(1,389.20)	(66%)
Postage & delivery		83.33	(83.33)	118.49	(100%)		916.63	(916.63)	(100%)
Professional fees - well monitoring		250.00	(250.00)		0%		2,750.00	(2,750.00)	(100%)
Public relations (Customer Damages)				153.99	161%	401.39		401.39	0%
Public Notification		41.67	(41.67)		0%		458.37	(458.37)	(100%)
R & M - office		25.00	(25.00)		0%		275.00	(275.00)	(100%)
R & M - building		66.67	(66.67)	545.73	(16%)	457.26	733.37	(276.11)	(38%)
Travel		37.49	(37.49)	60.89	625%	441.43	412.39	29.04	7%
Uniforms and PPE	301.60	958.34	(656.74)	6,046.76	31%	7,908.91	10,541.74	(2,632.83)	(25%)
Utilities - other	281.77	291.67	(9.90)	2,462.35	(3%)	2,394.64	3,208.37	(813.73)	(25%)
Utilities - telephone	170.80	500.00	(329.20)	3,896.12	(18%)	3,200.83	5,500.00	(2,299.17)	(42%)
Utilities - cellular	189.18	343.76	(154.58)	1,589.63	32%	2,106.23	3,781.36	(1,675.13)	(44%)
Penalties and fines		25.00	(25.00)		0%		275.00	(275.00)	(100%)
G & A allocations	19,653.34	17,614.22	2,039.12	165,945.51	9%	180,068.84	195,256.42	(15,187.58)	(8%)
Total General and Administrative	20,863.77	21,780.73	(916.96)	189,744.30	9%	206,623.79	241,088.03	(34,464.24)	(14%)
Other Income and Expense									
Interest Income	11,935.23	10,000.00	1,935.23	117,564.51	13%	132,392.87	110,000.00	22,392.87	20%
Sales tax discounts		166.67	(166.67)	2,405.41	(77%)	564.98	1,833.37	(1,268.39)	(69%)
Other income	50,738.82	1,500.00	49,238.82	25,525.77	106%	52,464.97	16,500.00	35,964.97	218%
Gain (loss) sale/disposition of assets				43,536.00	(117%)	(7,406.20)		(7,406.20)	0%
Total Other Income and Expense	62,674.05	11,666.67	51,007.38	189,031.69	(6%)	178,016.62	128,333.37	49,683.25	39%
Increase (decrease) in Net Assets before Depreciation	83,090.98	16,451.86	66,639.12	587,544.63	3%	607,528.38	179,470.46	428,057.92	239%
Depreciation expense	107,561.00	95,083.33	12,477.67	1,054,652.29	7%	1,123,469.02	1,045,916.63	77,552.39	7%

Cabot Waterworks
 Budget vs Actual - Wastewater
 For the Eleven Months Ending Saturday, November 30, 2024

	Current Actual	Budget	Variance	Prior Year To Date	Prior Year Variance	Year to Date Actual	Budget	Variance	Variance %
Increase (decrease) in Net Assets	(24,470.02)	(78,631.47)	54,161.45	(467,107.66)	10%	(515,940.64)	(866,446.17)	350,505.53	(40%)

Draft



2025 Draft Budget

Water Department

Waste Water Department

Administrative Department

Consolidated

OTHER INCOME	2025 Water Budget	2024 Forecast	Variance
Antenna lease	78,000	56,577	21,423
Other income	52,000	87,006	(35,006)
Sales tax discounts	23,000	45,324	(22,324)
Interest income	190,000	205,370	(15,370)
Total other income	343,000	394,277	(51,277)

2025 Waste Water Budget	2024 Forecast	Variance
18,000	2,137	15,863
2,000	753	1,247
120,000	144,195	(24,195)
140,000	147,085	(7,085)

2025 Admin Budget	2024 Forecast	Variance

2025 Total Budget	2024 Forecast Total	2024 Budget	Variance Budget Years
78,000	56,577	78,000	-
70,000	89,143	70,000	-
25,000	46,077	25,000	-
310,000	349,565	270,000	40,000
483,000	541,362	443,000	40,000

Increase (decrease) in Assets before debt

service, and capital additions	1,455,029	2,255,873	
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107,954	643,052	
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1,562,983	2,898,925	1,686,202	(123,219)
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DEBT SERVICE

2007 Revenue Bond Principle, interest, and fees	460,200	460,200	
2005 Revenue Bond Principal, interest, and fees	509,600	509,600	
2001 Revenue Bond P & I Regions			
Total debt service	969,800	969,800	

16,054	18,326	
16,054	18,326	

460,200	460,200	460,200	-
509,600	509,600	509,600	-
16,054	18,326	16,054	-
985,854	988,126	985,854	-

Net after Debt Service

(Before Capital Expenditures & Depreciation)

	485,229	1,286,073	
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91,900	624,726	
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577,130	1,910,800	700,348	(123,218)
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