

*Date:* May 13, 2024

*Subject:* **Monday, May 20, 2024 @  
7:00 PM Board Meeting Agenda**

*To:* Board of Directors

*From:* Arthur G. Simonian, Executive Director

Public Speakers

**AGENDA**

Roll Call

	<u>Pages</u>
1. Minutes of the meeting of March 18, 2024	1 - 3
2. Treasurer's Report – <b>March, 2024</b>	4 -11
a. Receipts & Expenditures FY 23-24	5
b. Operating Fund Statement of Income	6
c. Cash Flow Graphs	7 - 9
d. Investment Schedule	10
e. Investment Bank Distribution	11
3. Budget Statement - <b>March, 2024</b>	12 - 16
4. Check Register Report – <b>March, 2024</b>	17 - 20
5. Staff Reports – <b>March, 2024</b>	21 - 39
a. Monthly Report	21 - 29
b. Safety/Energy Report	30
c. Operational Profile	31 - 35
d. Monthly Flows & Rainfall Data for the Past Two Years	36
e. Effluent Quality Graph	37
f. Nitrogen Graph	38
g. Maintenance Graph	39
h. Executive Director & Staff Action Items	
1. Checkbook Analysis	
2. Cash Flow Analysis	
1. Meeting of April 20, 2024 Cancelled – No minutes	
2. Treasurer's Report – <b>April, 2024</b>	1 - 9
a. Receipts & Expenditures FY 23-24	3
b. Operating Fund Statement of Income	4
c. Cash Flow Graphs	5 - 7
d. Investment Schedule	8
e. Investment Bank Distribution	9

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|-----|---|---------|
| 3.  | Budget Statement - <b>April, 2024</b>                   | 10 - 14 |
| 4.  | Check Register Report – <b>April, 2024</b>              | 15 - 19 |
| 5.  | Staff Reports – <b>April, 2024</b>                      | 20 - 38 |
|     | a. Monthly Report                                       | 20 - 28 |
|     | b. Safety/Energy Report                                 | 29      |
|     | c. Operational Profile                                  | 30 - 34 |
|     | d. Monthly Flows & Rainfall Data for the Past Two Years | 35      |
|     | e. Effluent Quality Graph                               | 36      |
|     | f. Nitrogen Graph                                       | 37      |
|     | g. Maintenance Graph                                    | 38      |
|     | h. Executive Director & Staff Action Items              |         |
|     | 1. Checkbook Analysis                                   |         |
|     | 2. Cash Flow Analysis                                   |         |
| 6.  | Committee Reports                                       |         |
|     | a. Engineering (purple) – <b>April 2024</b>             |         |
|     | b. Finance  |         |
|     | c. Human Resources (yellow) – <b>March 2024</b>         |         |
|     | d. Property Management                                  |         |
|     | e. Public Relations (gray) – <b>March 2024</b>          |         |
| 7.  | Assessment Planning Meeting – <b>April 2024</b>         |         |
| 8.  | Counsel's Report  |         |
| 9.  | New Business  |         |
|     | a. Updated Board Meeting Schedule                       |         |
|     | b. Reserve Capacity (tabled)                            |         |
| 10. | Communications  |         |
| 11. | Adjournment   |         |

The next meeting of the Mattabasset District will be held on **Monday, June 17, 2024 at 7:00 PM**, in the Administration Building, Cromwell, Connecticut.