

2016 Adopted Annual Budget



The Metropolitan District
Hartford, CT

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Budget Summary

Revenue & Expenditure Summary

The District's budget for 2016 totals \$149,287,400; a \$6,317,700 or 4.4% increase from the appropriation level adopted in support of 2015 operations and programs. The following table summarizes the adopted 2016 operating revenues and expenditures for the District's Water and Sewer operations.

Budget Summary

Revenue & Expenditure Summary

	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>Water Revenues</u>				
Sale of Water	\$68,586,397	\$72,482,500	\$70,052,900	\$74,015,300
Other Operating Revenue	4,254,138	3,474,700	3,674,700	3,663,700
Subtotal Operating Revenue	72,840,535	75,957,200	73,727,600	77,679,000
Non Operating Revenue	5,641,472	3,651,000	4,917,000	5,581,600
Contrib. From (to) Other Funds	0	0	0	1,033,500
Contribution from (to) Working Funds	0	1,185,300	0	0
Subtotal Non-Operating Revenue	5,641,472	4,836,300	4,917,000	6,615,100
Total Water Revenue	78,482,007	80,793,500	78,644,600	84,294,100
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$36,156,600	\$37,446,400	\$37,446,400	\$38,944,300
Revenue for Other Gov't Agencies	3,547,471	3,063,400	3,563,400	3,963,400
Other Sewer Revenues	13,703,090	11,782,200	11,933,300	11,854,700
Sewer User Charge Revenues	5,733,380	6,002,100	6,002,100	6,348,800
Subtotal Operating Revenue	59,140,542	58,294,100	58,945,200	61,111,200
Contrib/Transfers from Other Funds	19,931,392	3,882,100	0	3,882,100
Subtotal Non-Operating Revenue	19,931,392	3,882,100	0	3,882,100
Total Sewer Revenues	79,071,934	62,176,200	58,945,200	64,993,300
Total Water and Sewer Revenues	\$157,553,941	\$142,969,700	\$137,589,800	\$149,287,400
<u>Expenditures</u>				
District Board	\$233,762	\$240,500	\$229,700	\$240,500
Executive Office	611,419	704,300	568,300	666,900
Administrative Services	237,776	332,300	118,800	217,000
Legal	2,380,264	1,834,600	1,891,400	1,960,700
Human Resources	1,230,212	1,458,400	1,320,000	1,486,300
Information Technology	4,386,372	6,023,700	5,870,200	7,079,900
Finance	4,377,496	5,341,200	4,348,300	5,596,800
Environment, Health & Safety	922,292	1,049,600	903,100	909,200
Engineering and Planning	1,027,791	1,417,600	1,267,600	999,600
Customer Service	4,654,108	5,026,100	4,679,100	3,835,700
Operating Office	910,740	1,141,400	800,500	785,200
Operations	9,570,764	9,988,500	10,035,300	10,872,800
Laboratory Services	1,613,006	1,743,100	1,511,100	1,794,500
Water Pollution Control	15,374,226	16,524,600	14,954,300	17,435,400
Maintenance	9,813,034	11,198,500	10,348,200	11,575,300
Water Treatment & Supply	-	9,051,800	8,056,200	8,724,400
Patrol	1,703,933	1,767,900	1,585,600	1,653,100
Debt Service	47,050,798	36,340,200	34,547,000	43,573,300
Employee Benefits	16,120,025	18,038,800	18,499,600	18,459,500
General Insurance	3,999,024	4,083,700	4,160,400	4,133,800
Taxes and Fees	2,791,964	3,310,000	3,010,000	3,010,000
Special Agreements and Programs	2,588,354	3,826,800	3,167,800	3,226,600
Contingencies	-	1,453,200	-	-
Riverfront Park Systems	985,227	1,072,900	1,008,100	1,050,900
Total Water and Sewer Budget	139,865,282	142,969,700	132,880,600	149,287,400

Budget Summary

Revenue & Expenditure Summary

The following table summarizes the revenues and expenditures for the District's Sewer operations.

	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
REVENUES				
Tax on Member Municipalities	\$36,156,600	\$37,446,400	\$37,446,400	\$38,944,300
Revenue for Other Gov't Agencies	3,547,471	3,063,400	3,563,400	3,963,400
Other Sewer Revenues	13,703,090	11,782,200	11,933,300	11,854,700
Sewer User Charge Revenues	5,733,380	6,002,100	6,002,100	6,348,800
Subtotal	59,140,542	58,294,100	58,945,200	61,111,200
Contr./Transfers from Other Funds	19,931,392	3,882,100	0	3,882,100
Subtotal	\$19,931,392	\$3,882,100	\$0	\$3,882,100
Total Revenue	79,071,934	62,176,200	58,945,200	64,993,300
EXPENDITURES				
District Board	114,543	117,800	112,500	117,800
Executive Office	299,595	345,100	278,500	326,800
Administrative Services	116,510	162,800	58,200	106,300
Legal	1,166,329	899,000	926,800	960,700
Human Resources	602,804	714,600	646,800	728,300
Information Technology	1,447,503	1,987,800	1,937,200	2,336,300
Finance	2,144,973	2,617,100	2,130,700	2,742,400
Environment, Health & Safety	451,923	514,400	442,500	445,500
Engineering and Planning	503,618	694,700	621,200	489,800
Customer Service	1,582,397	1,708,800	1,590,800	1,304,100
Operating Office	446,263	559,300	392,200	384,800
Operations	2,392,692	2,497,200	2,508,900	2,718,200
Laboratory Services	774,243	836,700	725,300	861,400
Water Pollution Control	15,374,226	16,524,600	14,954,300	17,435,400
Maintenance	4,808,387	5,487,200	5,070,700	5,672,000
Water Treatment	0	0	0	0
Water Supply	0	0	0	0
Water Treatment & Supply	0	0	0	0
Patrol	0	0	0	0
Debt Service	35,762,932	19,118,700	18,753,000	20,865,100
Employee Benefits	7,254,012	4,872,300	4,996,700	4,985,900
General Insurance	1,199,707	1,225,100	1,248,200	1,240,200
Taxes and Fees	0	0	0	0
Special Agreements and Programs	653,073	671,000	846,000	1,272,300
Contingencies	0	622,000	0	0
Riverfront Park Systems	0	0	0	0
Total Expenses	77,095,732	62,176,200	58,240,500	64,993,300
Favorable / (Unfavorable)	\$1,976,202	\$0	\$704,700	\$0

Budget Summary

Revenue & Expenditure Summary

The following table summarizes the revenues and expenditures for the District's Water operations.

	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
REVENUES				
Sale of Water	\$68,586,397	\$72,482,500	\$70,052,900	\$74,015,300
Other Operating Revenues	4,254,138	3,474,700	3,674,700	3,663,700
Subtotal	\$72,840,535	\$75,957,200	\$73,727,600	\$77,679,000
Non-Operating Revenues	5,641,472	3,651,000	4,917,000	5,581,600
Contrib. From (to) Other Funds	0	0	0	1,033,500
Contrib. From (to) Working Fund	0	1,185,300	0	0
Subtotal	\$5,641,472	\$4,836,300	\$4,917,000	\$6,615,100
Total Revenue	\$78,482,007	\$80,793,500	\$78,644,600	\$84,294,100
EXPENDITURES				
District Board	\$119,219	\$122,700	117,200	\$122,700
Executive Office	311,824	359,200	289,800	340,100
Administrative Services	121,266	169,500	60,600	110,700
Legal	1,213,935	935,600	964,600	1,000,000
Human Resources	627,408	743,800	673,200	758,000
Information Technology	2,938,869	4,035,900	3,933,000	4,743,600
Finance	2,232,523	2,724,100	2,217,600	2,854,400
Environment, Health & Safety	470,369	535,200	460,600	463,700
Engineering and Planning	524,173	722,900	646,400	509,800
Customer Service	3,071,711	3,317,300	3,088,300	2,531,600
Operating Office	464,477	582,100	408,300	400,400
Operations	7,178,072	7,491,300	7,526,400	8,154,600
Laboratory Services	838,763	906,400	785,800	933,100
Water Pollution Control	0	0	0	0
Maintenance	5,004,648	5,711,300	5,277,500	5,903,300
Water Treatment	4,551,901	0	0	0
Water Supply	2,730,793	0	0	0
Water Treatment & Supply	0	9,051,800	8,056,200	8,724,400
Patrol	1,703,933	1,767,900	1,585,600	1,653,100
Debt Service	11,287,866	17,221,500	15,794,000	22,708,200
Employee Benefits	8,866,013	13,166,500	13,502,900	13,473,600
General Insurance	2,799,317	2,858,600	2,912,200	2,893,600
Taxes and Fees	2,791,964	3,310,000	3,010,000	3,010,000
Special Agreements and Programs	1,935,280	3,155,800	2,321,800	1,954,300
Contingencies	0	831,200	0	0
Riverfront Park Systems	985,227	1,072,900	1,008,100	1,050,900
Total Expenses	\$62,769,550	\$80,793,500	\$74,640,100	\$84,294,100
Favorable / (Unfavorable)	\$15,712,458	\$0	\$4,004,500	\$0

Budget Summary

Revenues: Changes by Source

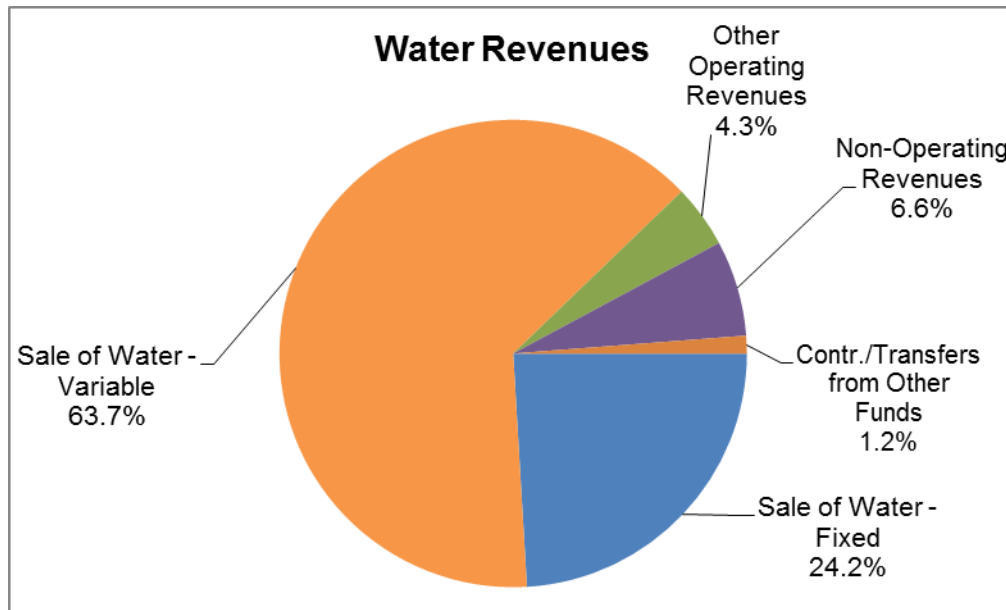
Projected water and sewer revenues for the year 2016 total \$149,287,400 an increase of \$6,317,700 or 4.4% from the level adopted 2015 level. The sewer revenues have increased by \$2,817,100 and the water revenues increased by \$3,500,600.

Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$68,586,397	\$72,482,500	\$70,052,900	\$74,015,300
Other Operating Revenues	4,254,138	3,474,700	3,674,700	3,663,700
Total Operating Revenues	72,840,535	75,957,200	73,727,600	77,679,000
Non-Operating Revenues	5,641,472	3,651,000	4,917,000	5,581,600
Contributions (to) from Other Funds	0	0	0	1,033,500
Contributions (to) from Working Funds	0	1,185,300	0	0
Total Other Revenues	5,641,472	4,836,300	4,917,000	6,615,100
Total Water Revenues	\$78,482,007	\$80,793,500	\$78,644,600	\$84,294,100
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$36,156,600	\$37,446,400	\$37,446,400	\$38,944,300
Revenue from Other Govt. Agencies	3,547,471	3,063,400	3,563,400	3,963,400
Other Sewer Revenues	13,703,090	11,782,200	11,933,300	11,854,700
Sewer User Charge Revenues	5,733,380	6,002,100	6,002,100	6,348,800
Total Operating Revenues	59,140,542	58,294,100	58,945,200	61,111,200
Contributions (to) from Other Funds	19,931,392	3,882,100	0	3,882,100
Total Other Revenues	19,931,392	3,882,100	0	3,882,100
Total Sewer Revenues	\$79,071,934	\$62,176,200	\$58,945,200	\$64,993,300
Total Water and Sewer Revenues	\$157,553,941	\$142,969,700	\$137,589,800	\$149,287,400

Budget Summary

Revenues: Changes by Source

The following chart shows the percentage breakdown for each Water Revenue source.



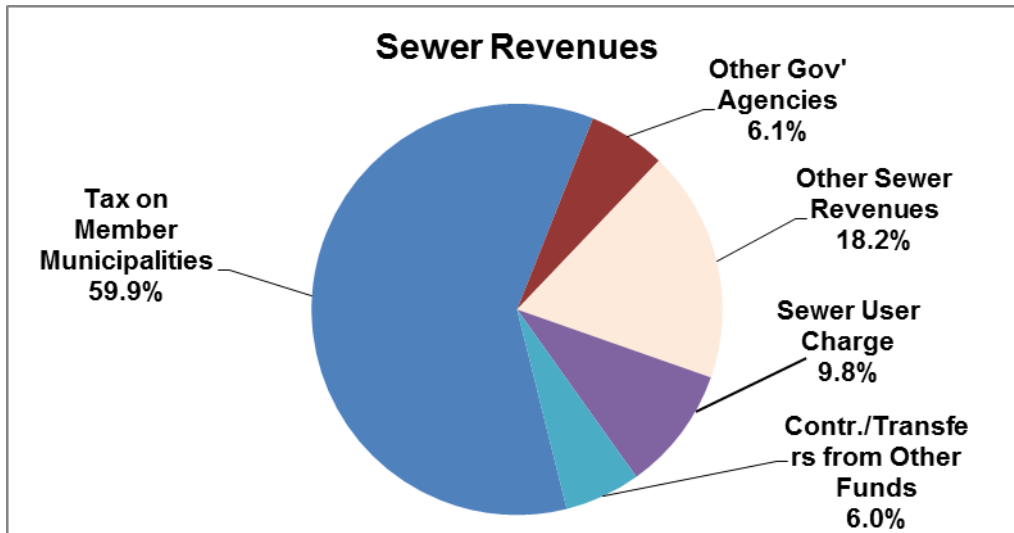
Water: \$3,500,600

- *Sale of Water:* An overall increase of \$1,532,800 is the result of a consumption increase. The Customer Service Charge and General Surcharge will remain unchanged for 2016.
- *Other Operating Revenues:* The increase of \$189,000 is due to an increase in Water Billing Penalties and Fire Protection Services.
- *Non-Operating Revenues:* The increase of \$1,930,600 is due primarily to an increase in Contributed Capital - Mains.
- *Contributions from Other Funds:* The increase of \$1,033,500 is due to use of surplus debt premiums.

Budget Summary

Revenues: Changes by Source

The following chart shows the percentage breakdown for each Sewer Revenue source.



Sewer: \$2,817.100

- *Tax on Member Municipalities:* Assumes a \$1,497,900 or 4.0% increase in the tax levy on the District's member municipalities. Each member municipality pays a proportionate share of the tax based on the total revenue it receives from property taxation, as averaged over the prior three years.
- *Other Government Agencies:* Revenues increased by \$900,000 due to increased Sludge revenue, which is associated with the Heat Recovery Project.
- *Other Sewer Revenues:* An increase of \$72,500 to the rates of *Septage Fees, FOG Charges* and *Property Rents* is offset by the decrease to other items. The main drivers being *Bill Jobs Revenue, Payroll, Mat., Equip., Developers Rev., Payroll, Mat., Equip., Payroll Act. For Developers and Bill Jobs* and *Other Miscellaneous* all due to a decrease in bill jobs due to market conditions.
- *Sewer User Charge:* The sewer user rate will increase from \$2.75 per CCF to \$2.86 per CCF.
- *Contributions from Other Funds:* Will remain unchanged in 2016 from the 2015 adopted levels.

Budget Summary

Revenues: Changes by Source

Tax History by Town	2012	2013	2014	2015	2016
Hartford	\$9,472,000	\$9,955,500	\$10,374,400	\$10,298,600	\$10,174,900
East Hartford	\$3,856,000	\$3,964,500	\$4,213,200	\$4,490,100	\$4,762,000
Newington	\$2,888,200	\$3,014,900	\$3,132,300	\$3,287,300	\$3,508,400
Wethersfield	\$2,682,500	\$2,756,900	\$2,824,400	\$3,022,000	\$3,207,700
Windsor	\$2,956,200	\$3,026,500	\$3,111,900	\$3,222,600	\$3,404,700
Bloomfield	\$2,488,900	\$2,584,900	\$2,612,500	\$2,752,400	\$2,936,000
Rocky Hill	\$1,941,700	\$2,011,100	\$2,089,100	\$2,153,700	\$2,239,700
West Hartford	\$7,207,700	\$7,485,100	\$7,798,800	\$8,219,700	\$8,710,900
Total	\$33,493,200	\$34,799,400	\$36,156,600	\$37,446,400	\$38,944,300

Tax Percentage	2012	2013	2014	2015	2016
Hartford	28.28%	28.61%	28.69%	27.50%	26.13%
East Hartford	11.51%	11.39%	11.65%	11.99%	12.23%
Newington	8.62%	8.66%	8.66%	8.78%	9.01%
Wethersfield	8.01%	7.92%	7.81%	8.07%	8.24%
Windsor	8.83%	8.70%	8.61%	8.61%	8.74%
Bloomfield	7.43%	7.43%	7.23%	7.35%	7.54%
Rocky Hill	5.80%	5.78%	5.78%	5.75%	5.75%
West Hartford	21.52%	21.51%	21.57%	21.95%	22.36%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/20/2016	4/20/2016	7/20/2016	10/19/2016	Total
Hartford	\$2,574,650	\$2,574,650	\$2,512,800	\$2,512,800	\$10,174,900
East Hartford	1,122,525	1,122,525	1,258,475	1,258,475	4,762,000
Newington	821,825	821,825	932,375	932,375	3,508,400
Wethersfield	755,500	755,500	848,350	848,350	3,207,700
Windsor	805,650	805,650	896,700	896,700	3,404,700
Bloomfield	688,100	688,100	779,900	779,900	2,936,000
Rocky Hill	538,425	538,425	581,425	581,425	2,239,700
West Hartford	2,054,925	2,054,925	2,300,525	2,300,525	8,710,900
Total	\$9,361,600	\$9,361,600	\$10,110,550	\$10,110,550	\$38,944,300

Budget Summary

Expenditures: Changes by Department

The District's expenditure budget for 2016 totals \$149,287,400; a \$6,317,700 or 4.4% increase from the appropriation level adopted in support of 2015 operations and programs. The following table summarizes the changes by department.

Department	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted	Change	Percent Change
District Board	233,762	240,500	229,700	240,500	-	0.0%
Executive Office	611,419	704,300	568,300	666,900	(37,400)	-5.3%
Administrative Services	237,776	332,300	118,800	217,000	(115,300)	-34.7%
Legal	2,380,264	1,834,600	1,891,400	1,960,700	126,100	6.9%
Human Resources	1,230,212	1,458,400	1,320,000	1,486,300	27,900	1.9%
Information Technology	4,386,372	6,023,700	5,870,200	7,079,900	1,056,200	17.5%
Finance	4,377,496	5,341,200	4,348,300	5,596,800	255,600	4.8%
Environment, Health & Safety	922,292	1,049,600	903,100	909,200	(140,400)	-13.4%
Engineering and Planning	1,027,791	1,417,600	1,267,600	999,600	(418,000)	-29.5%
Customer Service	4,654,108	5,026,100	4,679,100	3,835,700	(1,190,400)	-23.7%
Operating Office	910,740	1,141,400	800,500	785,200	(356,200)	-31.2%
Operations	9,570,764	9,988,500	10,035,300	10,872,800	884,300	8.9%
Laboratory Services	1,613,006	1,743,100	1,511,100	1,794,500	51,400	2.9%
Water Pollution Control	15,374,226	16,524,600	14,954,300	17,435,400	910,800	5.5%
Maintenance	9,813,034	11,198,500	10,348,200	11,575,300	376,800	3.4%
Water Treatment	4,551,901	-	-	-	-	-
Water Supply	2,730,793	-	-	-	-	-
Water Treatment & Supply		9,051,800	8,056,200	8,724,400	(327,400)	-3.6%
Patrol	1,703,933	1,767,900	1,585,600	1,653,100	(114,800)	-6.5%
Debt Service	47,050,798	36,340,200	34,547,000	43,573,300	7,233,100	19.9%
Employee Benefits	16,120,025	18,038,800	18,499,600	18,459,500	420,700	2.3%
General Insurance	3,999,024	4,083,700	4,160,400	4,133,800	50,100	1.2%
Taxes and Fees	2,791,964	3,310,000	3,010,000	3,010,000	(300,000)	-9.1%
Special Agreements and Programs	2,588,354	3,826,800	3,167,800	3,226,600	(600,200)	-15.7%
Contingencies	-	1,453,200	-	-	(1,453,200)	-100.0%
Riverfront Park Systems	985,227	1,072,900	1,008,100	1,050,900	(22,000)	-2.1%
Total Water and Sewer Budget	\$139,865,282	\$142,969,700	\$132,880,600	\$149,287,400	\$6,317,700	4.4%

Budget Summary

Expenditures: Changes by Major Object

The table below shows the adopted 2016 expenditure budget by Major Object.

Major Object	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted	Change
Payroll					
Regular Pay	\$33,024,168	\$35,923,800	\$33,548,553	\$36,855,300	\$931,500
Overtime Pay	4,465,700	4,258,900	5,003,177	4,292,900	34,000
Temporary Help	613,778	614,000	623,658	589,000	(25,000)
Standby & Premium Pay	182,879	255,600	219,910	241,600	(14,000)
Longevity Pay	62,488	71,400	69,969	69,700	(1,700)
Total Payroll	38,349,013	\$41,123,700	\$39,465,268	\$42,048,500	\$924,800
Operations					
General Operations	12,721,497	16,112,400	13,739,923	15,141,700	(970,700)
Legal Services	1,701,483	1,417,000	1,396,000	1,408,700	(8,300)
Collection Services	813,709	900,000	900,000	900,000	-
Fuel for Incin., Pump. and Heating	1,626,425	2,059,500	1,539,148	2,029,700	(29,800)
Chemicals	1,955,695	2,325,100	2,150,892	2,402,000	76,900
Electricity	5,747,865	5,967,500	5,062,992	5,766,900	(200,600)
Debt	46,693,403	35,923,200	34,151,000	43,164,600	7,241,400
Nitrogen Credits	892,816	907,000	742,900	1,585,000	678,000
Pension Regular	2,413,000	4,720,000	4,720,000	4,756,000	36,000
OPEB	4,007,000	3,935,000	3,935,000	3,963,000	28,000
Employee Benefits	9,922,903	9,451,200	9,967,030	9,923,900	472,700
General Insurance	3,914,154	3,966,700	4,033,154	4,004,100	37,400
Taxes and Fees	2,818,606	3,340,000	3,010,000	3,010,000	(330,000)
Special Agrmts and Programs	1,587,419	1,675,300	2,030,300	2,196,600	521,300
Riverfront Operations Expenses	496,647	536,700	447,877	685,200	148,500
Total Operations	97,312,622	93,236,600	87,826,215	100,937,400	\$7,700,800
Maintenance	4,192,728	7,156,200	5,573,357	6,301,500	(854,700)
Capital Outlay	10,920	-	15,852	-	-
Contingencies	-	1,453,200	-	-	(1,453,200)
Total	\$139,865,282	\$142,969,700	\$132,880,692	\$149,287,400	\$6,317,700

Budget Summary

Expenditures: Changes by Major Object

The following are some of the highlights of the adopted 2016 expenditure budget by Major Object.

Payroll: \$924,800

- **Regular Pay** the \$931,500 increase reflects increment and cost-of-living increases as well as the transfer of positions from CIP to the operating budget.
- **Overtime** increases of \$34,000 reflect transfer of CIP positions into operating budget as well as increased maintenance activities.
- A \$25,000 decrease in **Temporary Help** reflects minimizing the use of Temporary Help.
- In **Standby and Premium Pay**, a net decrease of \$14,000 reflects the anticipated reduction in storm activity and emergency responses.
- **Longevity Pay** is decreasing by \$1,700 based on participation.

Operations: \$7,700,800

- **General Operations** expenditures are decreasing by \$970,700 impacting the following expenses, *Police Services* (increased repair activity), *Ash Disposal* (increased disposal costs) *Consultant Services* (cover non-capital programs), *Outside Services* (Payroll related expenses), *Riparian Commitment* (*Army Corp planned repairs*).
- **Legal Services** is decreasing by \$8,300 due to reduction of number of debt issuances.
- **Fuel for Incineration, Pumping and Heating** is decreasing by \$29,800 due to projected decreases in usage and rates.
- **Chemicals** are increasing by \$76,900 primarily due to increased chemical usage at the Poquonock Water Pollution Control facility.
- **Electricity** is lower by \$200,600 as the result of an anticipated decrease at the Hartford Water Pollution Control facility due to the Heat Recovery System.
- **Debt Service**, a net increase of \$7,241,400, reflects an increase in size of issuances for 2016.
- **Nitrogen Credits** are projected to be higher by \$678,000. DEP will establish the rates for the DEP Nitrogen Credit Program, which provides for the purchase of nitrogen credits to address the levels of nitrogen being discharged into Long Island Sound.
- **Pension** allotment increases \$36,000 is based on the District's actuary and then allocated based upon payroll.
- **OPEB** is increasing by \$28,000 it is anticipated that there will be a positive fund balance in the OPEB Trust Fund in 2016.
- **Employee Benefits** are higher by \$472,700. The budget reflects an increase for Social Security associated with the additional pay and an increase in Blue Cross & Blue Shield based on historical spend.

Budget Summary

Expenditures: Changes by Major Object

- **General Insurance** is higher by \$37,400 due to an increase in rates.
- **Taxes and Fees** for 2016 are expected to decrease by \$330,000 reduced to historical spend levels.
- **Special Agreements and Programs** are expected to increase by \$521,300. These increases are due to increased consultant costs to cover non-capital related programs.
- **Riverfront Parks Systems** expenses have increased by \$148,500 as a result of continued reassessment of maintenance activities.

Maintenance: (\$854,700)

- The decrease in **Maintenance** is related to a decrease in the Treatment Equipment, Treatment Structures, Pump Station Equipment and Building Maintenance expenses.

Contingencies: (\$1,453,200)

- **Contingency** account shows a decrease from the prior year.

Budget Summary

Expenditures: Statistical Analysis

The following two tables show the Major Object and the Major Objects grouped into categories as a percentage of the 2016 overall budget.

OBJECT CODES	AMOUNT	% OF BUDGET
Payroll	\$42,048,500	28.10%
Debt	43,164,600	28.90%
General Operations	15,141,700	10.10%
Electricity	5,766,900	3.90%
Employee Benefits	9,923,900	6.60%
Maintenance	6,301,500	4.20%
Pension Regular	4,756,000	3.20%
Other Post Employee Benefits	3,963,000	2.70%
General Insurance	4,004,100	2.70%
Chemicals	2,402,000	1.60%
Taxes and Fees	3,010,000	2.00%
Fuel for Incin., Pump. and Heating	2,029,700	1.40%
Contingency	-	0.00%
Nitrogen Credits	1,585,000	1.10%
Special Agrmts and Programs	2,196,600	1.50%
Legal Services	1,408,700	0.90%
Riverfront Operations Expenses	685,200	0.50%
Collection Services	900,000	0.60%
Capital Outlay	-	0.00%
Total Operations	\$149,287,400	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Payroll Related	\$60,691,400	40.66%
Debt	43,164,600	28.91%
General Operations	15,141,700	10.14%
Energy Related	7,796,600	5.22%
Maintenance	6,301,500	4.22%
Insurance	4,004,100	2.68%
Chemicals	2,402,000	1.61%
Taxes & Fees	3,010,000	2.02%
Contingency	-	0.00%
Legal	2,308,700	1.55%
Special Agrmts and Programs	2,196,600	1.47%
Nitrogen Credits	1,585,000	1.06%
Riverfront Operations Expenses	685,200	0.46%
	\$149,287,400	100.00%

Budget Summary

Expenditures: Statistical Analysis

The following table shows the major changes from the 2015 Adopted Budget and the 2016 Adopted Budget.

Commitment Item	Expenditure Classification	2015 Adopted	2016 Adopted	Change	Percent Change
502364	Interest on Bonds	11,983,100	14,963,700	2,980,600	24.87%
508360	Principal on Bonds	22,665,100	26,909,700	4,244,600	18.73%
502363	Interest & Note Issue Expense	1,275,000	1,291,200	16,200	1.27%
502056	OPEB Trust Contribution	3,935,000	3,963,000	28,000	0.71%
503320	Paving	734,000	-	(734,000)	-100.00%
502288	DEP Nitrogen Credits	907,000	1,585,000	678,000	74.75%
502292	Legal Services	2,317,000	2,308,700	(8,300)	-0.36%
502503	Group Life	52,500	54,000	1,500	2.86%
502204	Household Hazardous Waste Disposal	190,000	190,000	-	0.00%
503316	Dist Reservoir Standpipes Storage Tanks	15,500	14,600	(900)	-5.81%
502211	Fuel for Incineration	785,000	832,000	47,000	5.99%
502313	Photocopier Rental	152,000	152,000	-	0.00%
502270	Seminars & Conventions	116,050	99,900	(16,150)	-13.92%
502112	Communication Equipment & Supplies	65,500	64,800	(700)	-1.07%
502104	Janitorial Supplies	48,100	44,400	(3,700)	-7.69%
502650	Diversity Programs	125,000	105,000	(20,000)	-16.00%
502201	Meter Services	20,000	10,000	(10,000)	-50.00%
502240	Umbrella Liability	438,400	439,500	1,100	0.25%
502048	Grit/Screening Disposal	330,500	306,000	(24,500)	-7.41%
502159	Polymer	888,000	888,000	-	0.00%
502212	Fuel for Pumping	306,000	306,000	-	0.00%
503101	Land	53,700	68,700	15,000	27.93%
503207	Tool & Work Equipment	285,800	284,800	(1,000)	-0.35%
502295	Outside Testing & Lab Services	271,700	306,900	35,200	12.96%
502197	Lock Box Fee	160,000	160,000	-	0.00%
502150	Water Treatment Chemicals	1,339,800	1,419,700	79,900	5.96%
501301	Temporary Help	614,000	589,000	(25,000)	-4.07%
502203	Ground Care	117,000	125,200	8,200	7.01%
503301	Building Maintenance	467,000	475,000	8,000	1.71%
503205	Pump Station Equipment	110,000	102,000	(8,000)	-7.27%
502184	Custodial Services	503,600	426,000	(77,600)	-15.41%
502216	Diesel Fuel	638,600	615,500	(23,100)	-3.62%
502500	Blue Cross	4,449,900	4,670,900	221,000	4.97%
502213	Fuel for Heating	968,500	891,700	(76,800)	-7.93%
502002	Colebrook Reservoir Lease	604,300	504,300	(100,000)	-16.55%
502508	Social Security	3,118,700	3,163,400	44,700	1.43%
503216	Infrastructure Equipment	150,000	150,000	-	100.00%
502214	Gasoline	654,400	606,000	(48,400)	-7.40%
503326	Paving - Hydrants	250,000	-	(250,000)	100.00%
503209	Treatment Equipment	1,263,000	1,286,000	23,000	1.82%
501201	Overtime	4,258,900	4,292,900	34,000	0.80%
502350	Electricity	5,967,500	5,766,900	(200,600)	-3.36%
502016	Police Services	626,000	600,000	(26,000)	-4.15%
502183	Ash Disposal	911,000	662,000	(249,000)	-27.33%
502287	Outside Services	1,586,700	1,473,100	(113,600)	-7.16%
502028	Property Taxes	3,330,000	3,000,000	(330,000)	-9.91%
502061	Material from Stock	2,393,000	2,502,200	109,200	4.56%
502296	Consultant Services	1,436,500	1,870,300	433,800	30.20%
501101	Regular Pay	35,923,800	36,855,300	931,500	2.59%
503217	Infrastructure Software	2,237,600	2,335,500	97,900	4.38%
502505	Pension Regular	4,720,000	4,756,000	36,000	0.76%
Totals		142,969,700	149,287,400	6,317,700	4.4%

Basis of Budgetary Accounting

- Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.
- Modified Accrual Basis — All government funds are accounted for using the modified accrual basis of accounting and a current financial resources measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources.” Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.
- Revenues are recorded when measurable and available to finance current operations. Revenues susceptible to accrual must be collected within 60 days following the end of the fiscal year and would generally include expenditure reimbursement grants, certain intergovernmental revenues and operating transfers and excludes miscellaneous revenues that are generally not measurable until actually received. Revenue from taxes on member towns is considered “measurable” in the year in which the taxes are levied and is recognized at that time. Interest revenue is susceptible to accrual since it is measurable and available.
- Sanitary sewer assessments are recognized as revenue in the year in which an installment becomes due, since they are both measurable and available. Annual installments not yet due are recorded as assets and are offset by deferred revenue.
- Sewer user charges are susceptible to accrual. They become measurable, as the usage is known and available as billed.
- Expenditures are generally recognized when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated unpaid vacation, sick pay and other employee amounts are recognized only on the current year and the long-term portion is recognized in the government-wide financial statements of the CAFR; and (2) principal and interest on general long-term debt is recognized when due.
- Accrual Basis — All proprietary fund types are accounted for on a cost of services or “capital maintenance” measurement focus. This means that all assets and liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.
- The proprietary fund types, the Pension and Other Post Employment Benefits (OPEB) Trust Funds are accounted for using the accrual basis of accounting and the flow of economic resources measurement focus. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

2016 Budget Expenditures

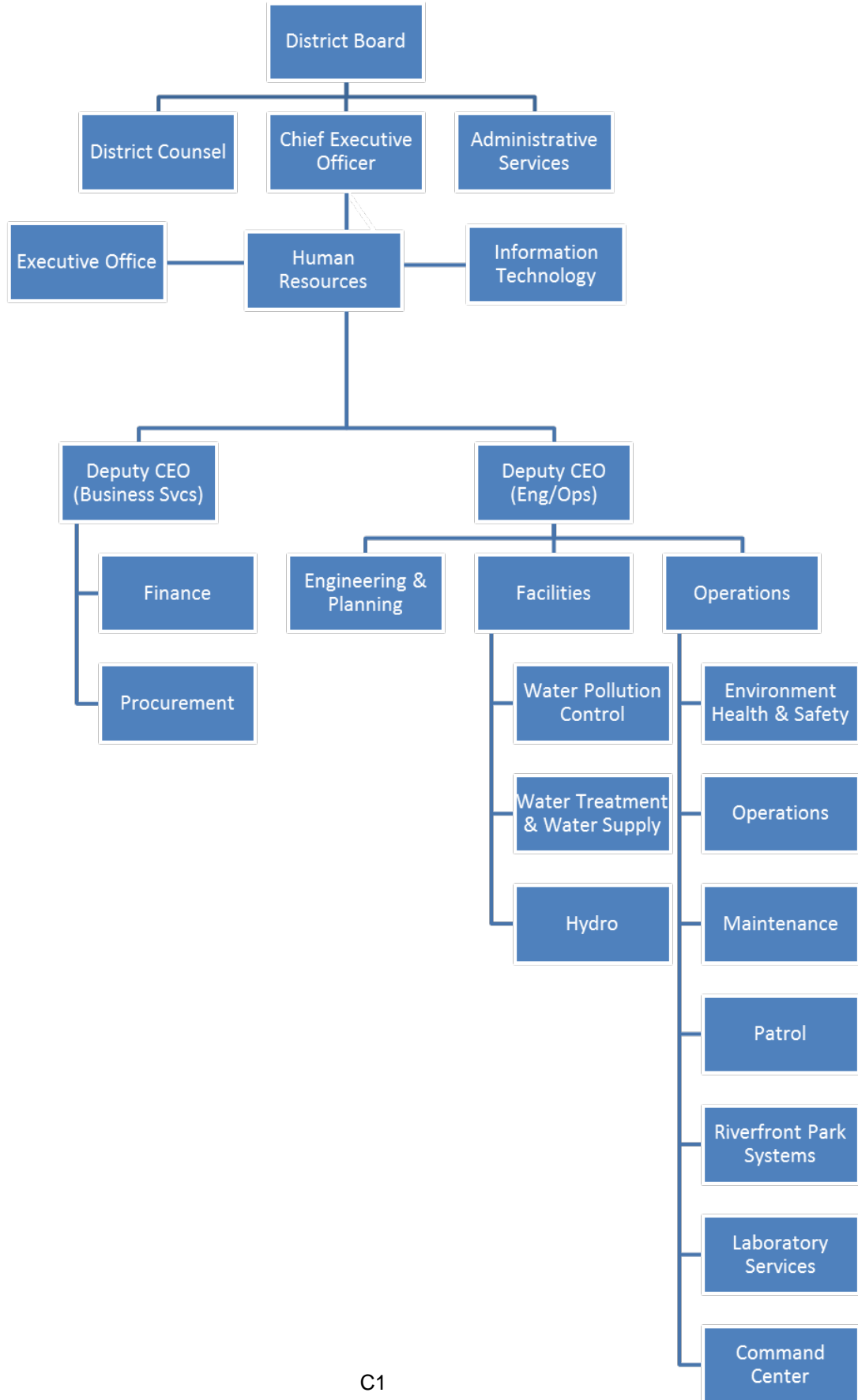
Budget Appropriations	Water	Sewer	Total
District Board	122,700	117,800	240,500
Executive Office	340,100	326,800	666,900
Administrative Services	110,700	106,300	217,000
Legal	1,000,000	960,700	1,960,700
Human Resources	758,000	728,300	1,486,300
Information Technology	4,743,600	2,336,300	7,079,900
Finance	2,854,400	2,742,400	5,596,800
Environment, Health and Safety	463,700	445,500	909,200
Engineering and Planning	509,800	489,800	999,600
Customer Service	2,531,600	1,304,100	3,835,700
Operating Office	400,400	384,800	785,200
Operations	8,154,600	2,718,200	10,872,800
Laboratory Services	933,100	861,400	1,794,500
Water Pollution Control	-	17,435,400	17,435,400
Maintenance	5,903,300	5,672,000	11,575,300
Water Treatment & Supply	8,724,400	-	8,724,400
Patrol	1,653,100	-	1,653,100
Debt Service	22,708,200	20,865,100	43,573,300
Employee Benefits	13,473,600	4,985,900	18,459,500
General Insurance	2,893,600	1,240,200	4,133,800
Taxes and Fees	3,010,000	-	3,010,000
Special Agreements and Programs	1,954,300	1,272,300	3,226,600
Riverfront Park Systems	1,050,900	-	1,050,900
Total Water and Sewer Budget	84,294,100	64,993,300	149,287,400
Hydroelectric			1,143,700

2016 Budget Revenues

Revenue	Total
Water Revenues	
Operating Revenues	
Sale of Water	\$74,015,300
Other Operating Revenues	3,663,700
Subtotal Operating Revenues	<u>77,679,000</u>
Non-Operating Revenues	5,581,600
Other Financing Sources	
Contributions from (to Other Funds)	1,033,500
Total Source of Revenues and Other Financing Sources – Water Operations	<u><u>\$84,294,100</u></u>
Sewer Revenues	
Operating Revenues	
Tax on Member Municipalities	\$38,944,300
Revenue from Other Government Agencies	3,963,400
Other Sewer Revenues	11,854,700
Sewer User Charge Revenues	6,348,800
Subtotal Operating Revenues	<u>61,111,200</u>
Other Financing Sources	
Contributions/Transfers from Other Funds	3,882,100
Subtotal Other Financing Sources	<u>3,882,100</u>
Total Source of Revenues and Other Financing Sources – Sewer Operations	<u><u>\$64,993,300</u></u>
Total Source of Revenues and Other Financing Sources – Water and Sewer Operations	<u><u>\$149,287,400</u></u>
Hydroelectric Revenues	\$1,143,700

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The Metropolitan District



The Metropolitan District

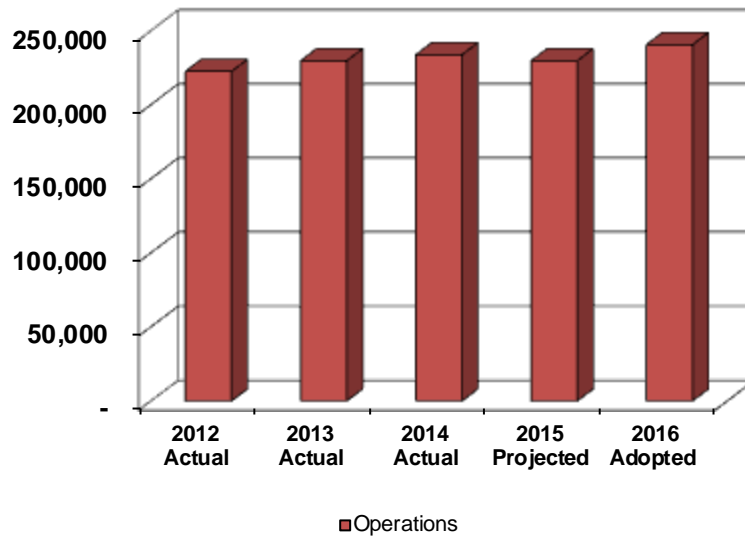
Description

- The Metropolitan District (MDC), Hartford County, Connecticut is a non-profit municipal corporation established in 1929 by Special Act 511 of the Connecticut General Assembly. Member municipalities incorporated in the District are: the City of Hartford and the Towns of East Hartford, West Hartford, Wethersfield, Rocky Hill, Newington, Bloomfield and Windsor. The total population served by the District is approximately 366,035.
- The MDC is mandated through its 1929 Charter to provide potable water as well as sanitary sewer and mapping services for its member municipalities and for other non-member service areas by special agreement. Additional powers granted the MDC through legislative amendments to its charter include: the development, construction and operation of hydroelectric power facilities.
- The establishment of policy for the MDC is the responsibility of a thirty-three member commission, commonly referred to as the District Board. Member town councils appoint seventeen of the commissioners, the Governor appoints eight, and designated members of the General Assembly appoint four. Non-member towns appoint four. All commissioners serve without remuneration during their respective terms.
- Responsibility for the overall administration and management of MDC policy, operations and services rests with the Chief Executive Officer. The MDC department structure consists of: Executive Office; Administrative Services; Legal; Human Resources; Information Technology; Finance; Environment, Health and Safety; Engineering and Planning; Command Center; Operations; Laboratory Services; Water Pollution Control; Maintenance; Water Treatment and Water Supply; Patrol; Riverfront and Hydroelectric.
- As of the third quarter of 2016, there were approximately 538 active full time employees at The Metropolitan District.

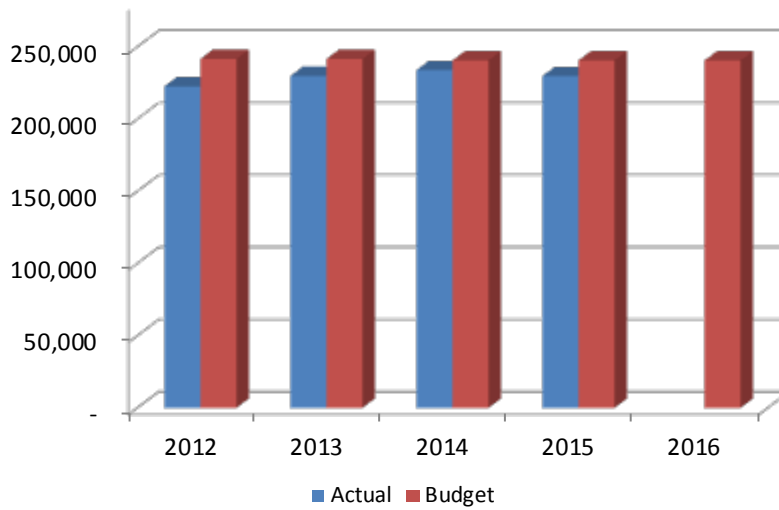
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District Board

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	-	-	-	-	-
Operations	222,483	229,685	233,762	229,675	240,500
Maintenance	-	-	-	-	-
Total	222,483	229,685	233,762	229,675	240,500



	2012	2013	2014	2015	2016
Actual	222,483	229,685	233,762	229,675	
Budget	241,500	241,500	240,500	240,500	240,500
Variance	(19,017)	(11,815)	(6,738)	(10,825)	

Administration**Description**

By Charter, the affairs and policies of The Metropolitan District are governed by a Board of Commissioners (the District Board) composed of thirty-three members: seventeen appointed by the District's member municipalities (Bloomfield, East Hartford, Hartford, Newington, Rocky Hill, West Hartford, Wethersfield and Windsor); eight appointed by the Governor; four appointed by the leadership of the Connecticut General Assembly; and four appointed by the non-member towns.

The District Board has broad authority with regard to providing services for the region, including the creation, maintenance, extension and operation of public water and sanitary sewer systems; the authority to collect and dispose of refuse; and the operation and maintenance of resources recovery facilities. The Metropolitan District is also authorized to construct, operate and maintain hydroelectric dams and to provide for the transmission, sale and distribution of the electricity produced by District hydroelectric facilities.

The establishment of policy and oversight of the administration is the responsibility of two major bureaus of the District Board – the Bureau of Public Works and the Water Bureau – and of the following Chartered or standing committees: the Board of Finance; Commission on Regional Planning; Community Affairs; General Policy and Planning; Internal Audit; MDC Government; Organization; Personnel, Pension and Insurance; and Farmington River Watershed Advisory .

Budget Commentary

The 2016 District Board budget totals \$240,500 for 2016, is the same as the adopted level for 2015.

Operations: \$0

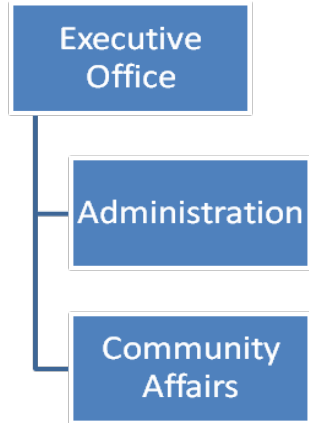
- Operational expenses are in-line with prior year expenses.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502107	Office Supplies & Expenses	803	5,000	6,323	5,000
502274	Meeting Expenses	31,767	35,000	49,203	35,000
502278	Business Travel	-	500	-	500
502287	Outside Services	81,192	75,000	49,149	75,000
502290	Auditing	120,000	125,000	125,000	125,000
	Total Expenditure Classification	233,762	240,500	229,675	240,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	114,543	117,800	112,500	117,800
	Water Allocation 51%	119,219	122,700	117,175	122,700
	Total Funding Allocation	233,762	240,500	229,675	240,500

Executive Office

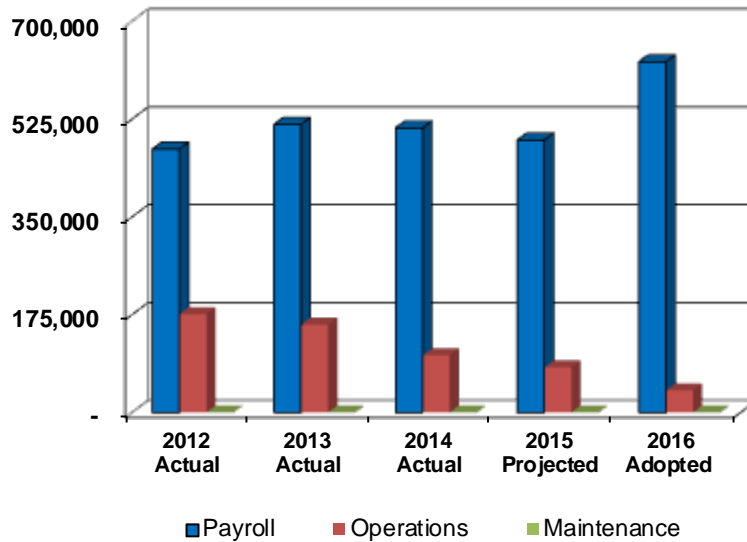
Administration
Community Affairs



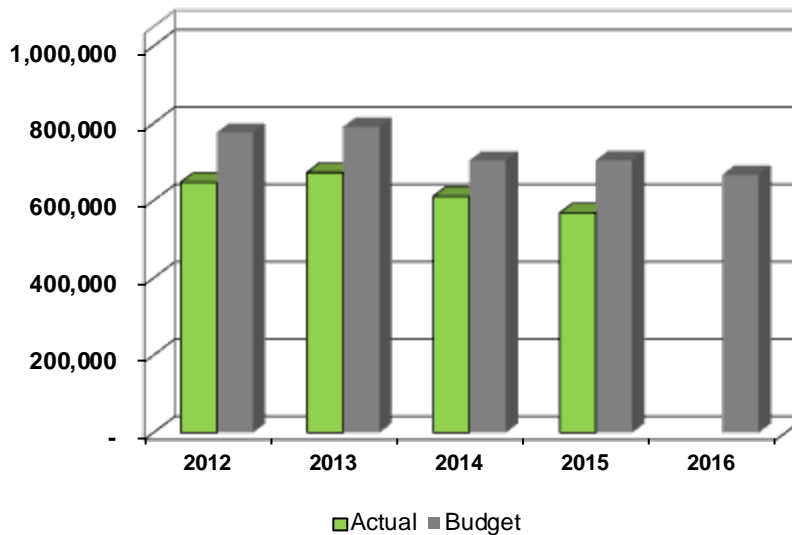
Executive Office

Five-Year Expenditure Trend

EXECUTIVE OFFICE



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	471,418	515,551	509,341	487,699	627,600
Operations	175,961	157,290	102,078	80,646	39,300
Maintenance	-	-	-	-	-
Total	647,379	672,840	611,419	568,345	666,900



	2012	2013	2014	2015	2016
Actual	647,379	672,840	611,419	568,345	
Budget	775,800	790,200	703,500	704,300	666,900
Variance	(128,421)	(117,360)	(92,081)	(135,955)	

Executive Office

Summary

Description

The Chief Executive Officer of The Metropolitan District has management responsibility for all services and programs provided by the District. The Chief Executive Officer and administrative staff also provide policy development and support for the District Board. The Executive Office consists of two activities: Administration and Community Affairs.

Budget Commentary

The budget of the Executive Office totals \$666,900, which reflects an decrease of \$37,400 or 5.3% below the expenditure level adopted for the 2015 year. Details regarding the two activity budgets that comprise the Executive Office — Administration and Community Affairs — are on subsequent pages.

Executive Office

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	571,798	615,300	526,702	666,900
Community Affairs	39,620	89,000	41,643	-
<i>Total Summary by Activity</i>	611,419	704,300	568,345	666,900
<i>Summary by Major Accounts</i>				
Payroll				
Regular Pay	508,541	494,900	486,599	626,200
Overtime	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	800	1,100	1,100	1,400
<i>Total Payroll</i>	509,341	496,000	487,699	627,600
Operations	102,078	208,300	80,646	39,300
<i>Total Summary by Major Accounts</i>	611,419	704,300	568,345	666,900
<i>Funding Allocation</i>				
Sewer Allocation 49%	299,595	345,100	278,500	326,800
Water Allocation 51%	311,824	359,200	289,845	340,100
<i>Total Funding Allocation</i>	611,419	704,300	568,345	666,900
<i>Authorized Positions</i>				
Administration	3	3	3	4
<i>Total Authorized Positions</i>	3	3	3	4

Administration**Description**

The Chief Executive Officer is appointed by the District Board and is responsible for implementing the policies of the Board and for providing overall management of District programs and operations. As the Commission's primary policy advisor, the CEO provides staff support to the District Board and its bureaus and committees and also serves as the primary liaison between the District and various federal, state, regional and local officials and agencies.

Budget Commentary

The Executive Office Administration budget for the coming year is \$666,900, increasing by \$51,600 or 8.4% above the level adopted for 2015.

Payroll: \$131,600

- *Regular Pay* includes increments and cost of living increases and the transfer of Assistant to the COO position from Operating Office (4010015).
- *Longevity Pay* has been increased due to participation.

Operations: (\$80,000)

- Operations expenses are being brought in-line with prior year expenses.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	508,541	494,900	486,599	626,200
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	1,100	1,100	1,400
	<i>Total Payroll</i>	509,341	496,000	487,699	627,600
	<i>Operations</i>				
502107	Office Supplies & Expenses	5,761	4,500	4,135	4,500
502270	Seminars & Conventions	18,346	-	-	-
502271	Dues-Professional Associations	2,945	900	968	900
502272	Books & Subscriptions	3,393	700	515	700
502274	Meeting Expenses	11,590	12,000	11,731	12,000
502278	Business Travel	2,111	1,200	1,571	1,200
502287	Outside Services	18,312	100,000	20,084	20,000
	<i>Total Operations</i>	62,458	119,300	39,003	39,300
	<i>Total Expenditure Classification</i>	571,798	615,300	526,702	666,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	280,181	301,500	258,100	326,800
	Water Allocation 51%	291,617	313,800	268,602	340,100
	<i>Total Funding Allocation</i>	571,798	615,300	526,702	666,900
	<i>Authorized Positions</i>				
	Assistant to CEO	1	1	1	1
	Chief Executive Officer	1	1	1	1
	Executive Assistant	1	1	1	1
	Assistant to the COO	-	-	-	1
	<i>Total Authorized Positions</i>	3	3	3	4

Community Affairs**Description**

The Community Affairs department was transferred to Operating Office – Communications (4020015) budget in 2016.

Budget Commentary

The following information has been provided for information purposes only.

Community Affairs

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
502108	Photography/Video Supplies	200	1,000	-	-
502296	Consultant Services	-	42,000	-	-
502625	Public Education & Information	350	5,000	-	-
502627	Community Sponsorships & Conventions	15,000	15,000	22,500	-
502630	Promotional Materials	2,272	5,000	1,743	-
502633	Youth Education	300	5,000	-	-
502634	Sponsored Events	21,298	12,000	17,400	-
502636	Special Publications	200	2,000	-	-
502640	Circumstantial Projects	-	2,000	-	-
	<i>Total Operations</i>	39,620	89,000	41,643	-
	<i>Total Expenditure Classification</i>	39,620	89,000	41,643	-
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	19,414	43,600	20,400	-
	Water Allocation 51%	20,206	45,400	21,243	-
	<i>Total Funding Allocation</i>	39,620	89,000	41,643	-

Administrative Services

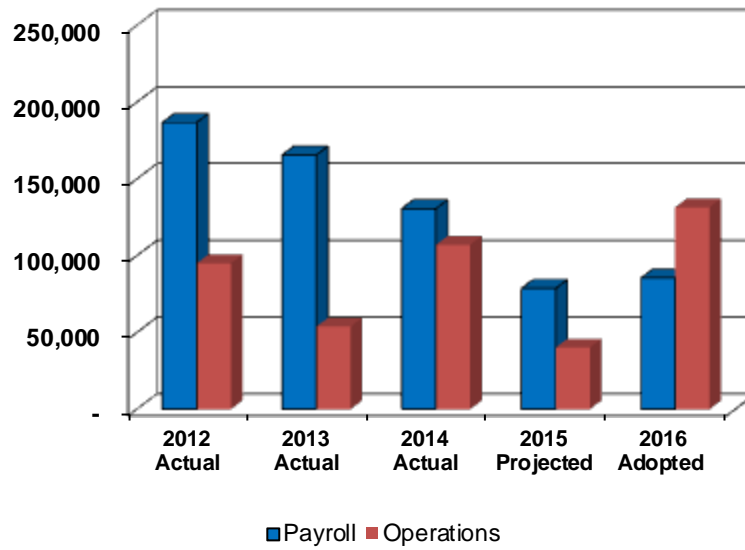
Administration

Administrative
Services

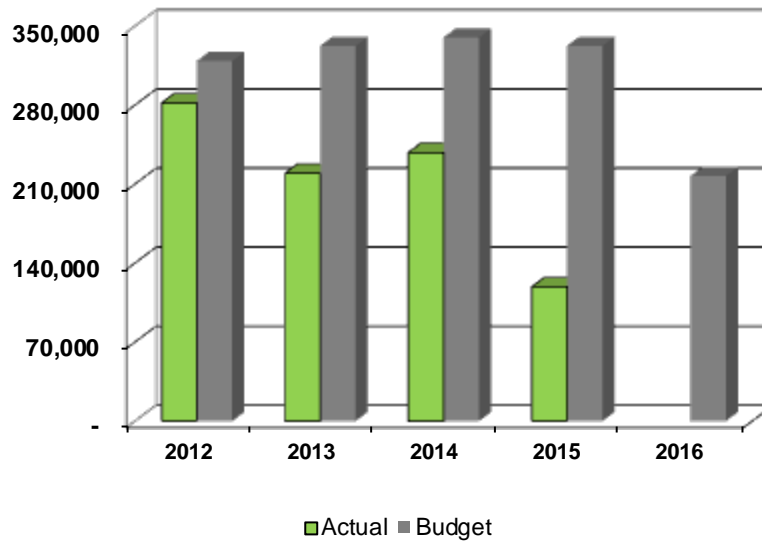


Administration

Five Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	186,762	165,589	130,683	78,717	85,500
Operations	94,968	53,763	107,093	40,123	131,500
Maintenance	-	-	-	-	-
Total	281,730	219,352	237,776	118,839	217,000



	2012	2013	2014	2015	2016
Actual	281,730	219,352	237,776	118,839	
Budget	318,800	332,200	339,700	332,300	217,000
Variance	(37,070)	(112,848)	(101,924)	(213,461)	

Administration**Description**

Administrative Services provides support services to the District Board and its major bureaus and committees. In addition, this department is responsible for the administration of all legal records.

Specific duties and responsibilities of Administrative Services include: compilation of meeting agendas and finalization of minutes; the coordination and control of Commission, bureau and committee meetings and public hearings; and management of the sewer and water assessment programs.

Budget Commentary

The Administrative Services budget for 2016 is \$217,000, decreasing by \$115,300 or 34.7% below the expenditure level adopted for 2015.

Payroll: (\$115,300)

- *Regular Pay* includes increments and cost of living increases are offset by the elimination of an Administration Officer and Special Assistant.

Operations: \$0

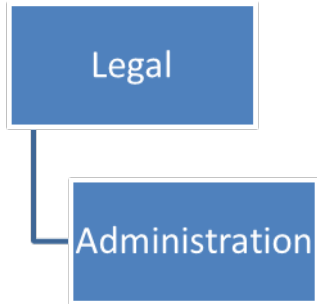
- There are no budget changes for 2016.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	130,683	200,800	78,717	85,500
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	130,683	200,800	78,717	85,500
	<i>Operations</i>				
502008	Legal Advertising	24,402	12,000	7,056	12,000
502009	Liens Caveats Certificates of Installment	54,241	78,000	19,323	78,000
502107	Office Supplies & Expenses	1,197	1,500	411	1,500
502271	Dues-Professional Associations	27,253	40,000	13,332	40,000
	<i>Total Operations</i>	107,093	131,500	40,123	131,500
	<i>Total Expenditure Classification</i>	237,776	332,300	118,839	217,000
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	116,510	162,800	58,200	106,300
	Water Allocation 51%	121,266	169,500	60,639	110,700
	<i>Total Funding Allocation</i>	237,776	332,300	118,839	217,000
	<i>Authorized Positions</i>				
	Admin Officer and Special Asst	1	1	1	-
	Executive Assistant	1	1	1	1
	<i>Total Authorized Positions</i>	2	2	2	1

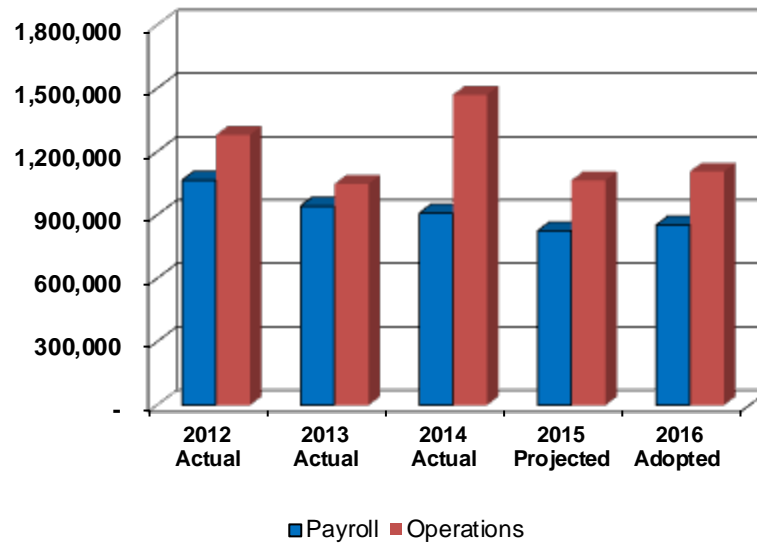
Legal

Administration

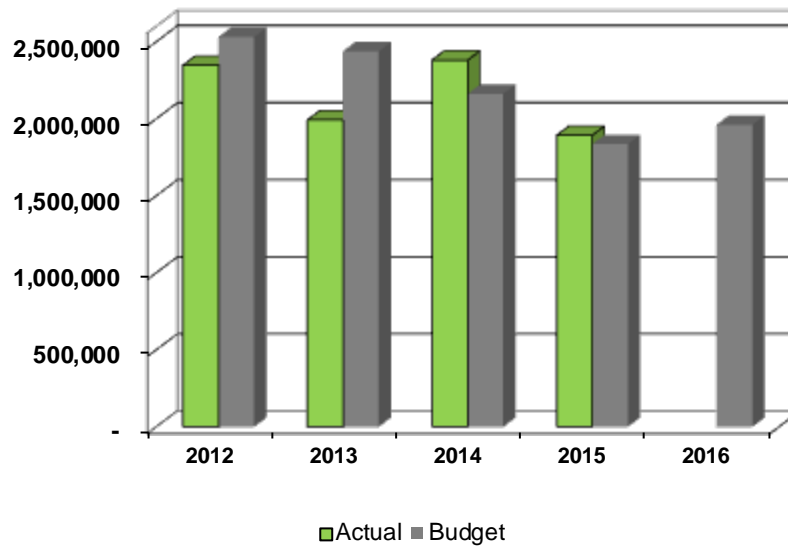


Legal

Five Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	1,066,331	943,892	909,571	826,007	853,700
Operations	1,280,234	1,048,129	1,470,693	1,065,404	1,107,000
Maintenance	-	-	-	-	-
Total	2,346,566	1,992,021	2,380,264	1,891,411	1,960,700



	2012	2013	2014	2015	2016
Actual	2,346,566	1,992,021	2,380,264	1,891,411	
Budget	2,530,500	2,437,400	2,161,500	1,834,600	1,960,700
Variance	(183,934)	(445,379)	218,764	56,811	

Legal

Summary

Description

Legal is comprised of Legal Administration which represents the District for all legal related matters and assists in legislative reviews.

The Office of Diversity was transferred to Procurement (1851015).

Budget Commentary

The budget for the Legal Department totals \$1,960,700, which reflects a increase of \$126,100 or 6.9% above the expenditure level adopted for the 2015 year. Details regarding the activity budget that comprise the Legal Department — Administration — are on subsequent pages.

Legal

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	1,963,445	1,834,600	1,891,411	1,960,700
Diversity	416,819	-	-	-
<i>Total Summary by Activity</i>	2,380,264	1,834,600	1,891,411	1,960,700
<i>Summary by Major Accounts</i>				
Payroll				
Regular Pay	704,359	626,800	825,207	852,900
Overtime	6	-	-	-
Temporary Help	204,405	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	800	800	800	800
<i>Total Payroll</i>	909,571	627,600	826,007	853,700
Operations	1,470,693	1,207,000	1,065,404	1,107,000
<i>Total Summary by Major Accounts</i>	2,380,264	1,834,600	1,891,411	1,960,700
<i>Funding Allocation</i>				
Sewer Allocation 49%	1,166,329	899,000	926,800	960,700
Water Allocation 51%	1,213,935	935,600	964,611	1,000,000
<i>Total Funding Allocation</i>	2,380,264	1,834,600	1,891,411	1,960,700
<i>Authorized Positions</i>				
Administration	7	7	7	7
Diversity	1	-	-	-
<i>Total Authorized Positions</i>	8	7	7	7

Administration**Description**

The District's Legal Department is administered by District Counsel and supported by an Assistant District Counsel and an Executive Assistant/Paralegal. District Counsel may appoint additional counsel on an as-needed basis.

Primary duties of the Legal Department include: labor contract negotiations, preparation of legal agreements, representation of the District in administrative proceedings and litigation, the provision of legal advice, legislative review, and various other legal responsibilities, as required.

Budget Commentary

The Legal Department budget for 2016 totals \$1,960,700, which is an increase of \$126,100 or 6.9% above the expenditure level approved for 2015.

Payroll: \$226,100

- *Regular Pay* includes increments and cost of living increases and funding for previously a unfunded position.

Operations: (\$100,000)

- *Consultant Services* has decreased based on prior year expenditures.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	573,030	626,800	825,207	852,900
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	800	800
	<i>Total Payroll</i>	573,830	627,600	826,007	853,700
	<i>Operations</i>				
502027	Vehicle Mileage	-	-	420	-
502107	Office Supplies & Expenses	(1,504)	5,000	852	5,000
502270	Seminars & Conventions	30	-	225	-
502271	Dues-Professional Associations	225	-	1,349	-
502272	Books & Subscriptions	279	-	-	-
502274	Meeting Expenses	1,443	2,000	2,978	2,000
502278	Business Travel	105	-	-	-
502287	Outside Services	19,531	-	3,410	-
502292	Legal Services	1,344,088	1,000,000	1,000,000	1,000,000
502296	Consultant Services	25,417	200,000	56,169	100,000
	<i>Total Operations</i>	1,389,615	1,207,000	1,065,404	1,107,000
	<i>Total Expenditure Classification</i>	1,963,445	1,834,600	1,891,411	1,960,700
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	962,088	899,000	926,800	960,700
	Water Allocation 51%	1,001,357	935,600	964,611	1,000,000
	<i>Total Funding Allocation</i>	1,963,445	1,834,600	1,891,411	1,960,700
	<i>Authorized Positions</i>				
	Assistant District Counsel	5	5	5	5
	District Counsel	1	1	1	1
	Executive Assistant	1	1	1	1
	<i>Total Authorized Positions</i>	7	7	7	7

Diversity**Description**

The Office of Diversity was transferred to Procurement. – Diversity (1851015) budget in 2015.
The following information has been provided for information purposes only.

Diversity

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	131,329	-	-	-
501201	Overtime	6	-	-	-
501301	Temporary Help	204,405	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	335,741	-	-	-
	<i>Operations</i>				
502107	Office Supplies & Expenses	78	-	-	-
502270	Seminars & Conventions	2,597	-	-	-
502271	Dues-Professional Associations	325	-	-	-
502274	Meeting Expenses	4,761	-	-	-
502278	Business Travel	651	-	-	-
502625	Public Education & Information	400	-	-	-
502650	Diversity Programs	72,267	-	-	-
	<i>Total Operations</i>	81,078	-	-	-
	<i>Total Expenditure Classification</i>	416,819	-	-	-
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	204,241	-	-	-
	Water Allocation 51%	212,578	-	-	-
	<i>Total Funding Allocation</i>	416,819	-	-	-
	<i>Authorized Positions</i>				
	Diversity Manager	1	-	-	-
	<i>Total Authorized Positions</i>	1	-	-	-

Human Resources

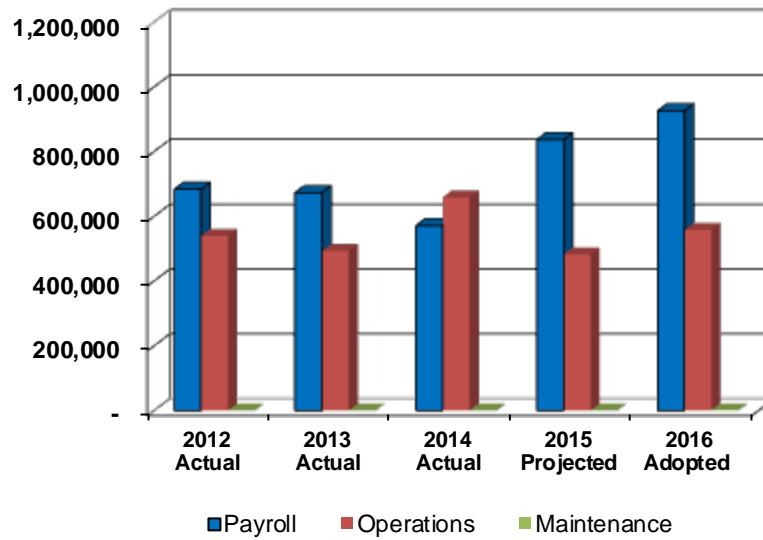
Human
Resources



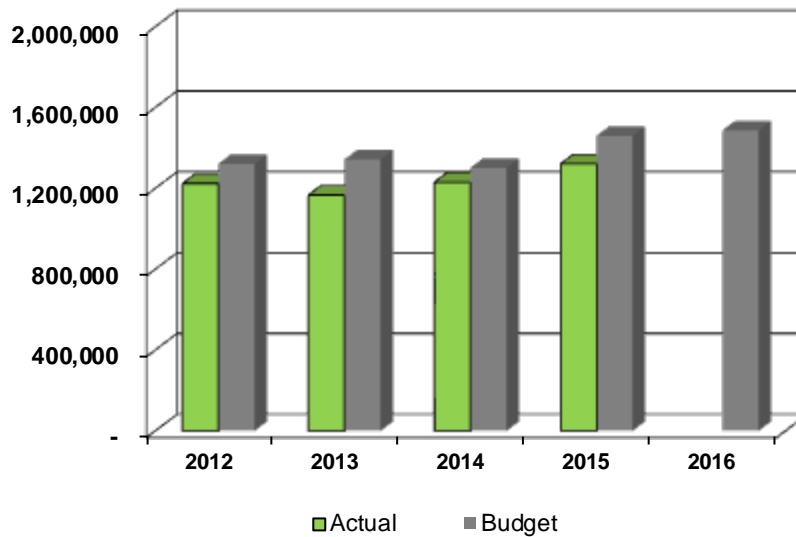
Administration

Human Resources

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	683,284	673,410	571,555	837,070	926,600
Operations	539,784	492,770	658,657	482,932	558,500
Maintenance	-	-	-	-	1,200
Total	1,223,068	1,166,180	1,230,212	1,320,003	1,486,300



	2012	2013	2014	2015	2016
Actual	1,223,068	1,166,180	1,230,212	1,320,003	
Budget	1,320,400	1,341,600	1,300,700	1,458,400	1,486,300
Variance	(97,332)	(175,420)	(70,488)	(138,397)	

Administration**Description**

The Human Resources Manager has oversight responsibility for all human resources functions including Education and Training; Employee Benefits Administration; Employee Relations and Human Resources Administration.

The Human Resources Department is responsible for providing a full range of human resources services to MDC employees at multiple work sites. Human Resources' core functions and responsibilities include: policy development; risk services; job design; classification and reclassification; recruitment and retention; forecasting and succession planning; training and staff development; compensation administration; employee relations and communication; performance management; strategic planning; Human Resources Information Systems (HRIS); benefits administration; complaint resolution; recognition efforts; and quality and process improvement initiatives.

Budget Commentary

The 2016 budget for the Human Resources department totals \$1,486,300, an increase of \$27,900 or 1.9% above the adopted budget level for 2015.

Payroll: \$149,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and a Risk Service Analysts being transferred from Treasury (1830015).

Operations: (\$121,500)

- *Employee Education Program and Employee Tuition* are being lowered based on historical spending.
- *Affordable Healthcare* is being funded as a result of the Affordable Healthcare Act.

Maintenance: \$0

- Expenses are expected to be at the 2015 adopted level.

Administration

Commitment		2014	2015	2015	2016
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<i>Payroll</i>				
501101	Regular Pay	569,996	674,700	634,206	823,700
501201	Overtime	759	800	1,031	800
501301	Temporary Help	-	100,900	201,032	100,900
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	800	1,200
	<i>Total Payroll</i>	571,555	777,200	837,070	926,600
	<i>Operations</i>				
502012	Microfilm-Microfiche	-	2,500	-	-
502027	Mileage Reimbursement	140	500	6	-
502107	Office Supplies & Expenses	12,975	10,000	10,701	10,000
502118	Employee Testing & Recruiting	32,255	45,000	21,121	45,000
502225	Employee Tuition	53,897	130,000	89,449	80,000
502270	Seminars & Conventions	1,399	5,000	4,037	5,000
502271	Dues-Professional Associations	1,330	6,000	2,058	2,000
502272	Books & Subscriptions	313	1,000	561	500
502273	Employee Education Program	110,359	330,000	140,315	150,000
502275	Employee Activities	30,388	47,500	37,602	47,500
502276	Management Training	-	-	147	-
502279	Employee Services	9,236	10,000	9,799	10,000
502280	Grievance Expenses	1,265	2,500	1,483	2,500
502293	Medical Services	52,371	40,000	101,615	40,000
502296	Consultant Services	233,196	45,000	57,911	45,000
502510	Affordable Healthcare	115,353	-	-	116,000
502650	Diversity Programs	4,179	5,000	6,130	5,000
	<i>Total Operations</i>	658,657	680,000	482,932	558,500
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	1,200	-	1,200
	<i>Total Maintenance</i>	-	1,200	-	1,200
	<i>Total Expenditure Classification</i>	1,230,212	1,458,400	1,320,003	1,486,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	602,804	714,600	646,800	728,300
	Water Allocation 51%	627,408	743,800	673,203	758,000
	<i>Total Funding Allocation</i>	1,230,212	1,458,400	1,320,003	1,486,300

Administration

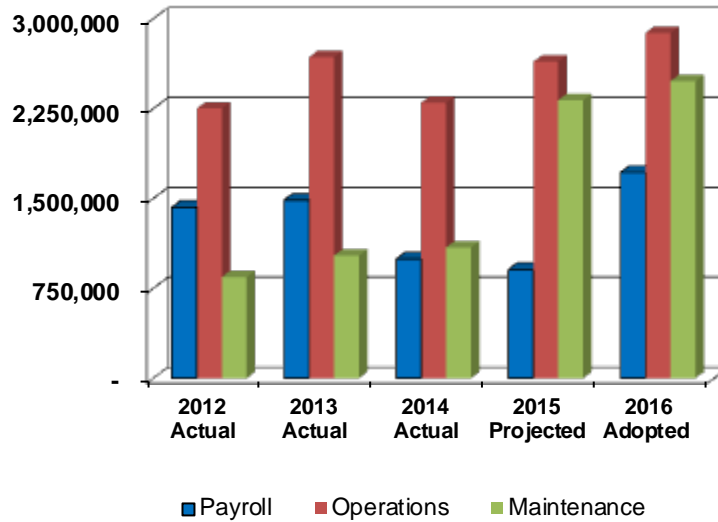
Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Administrative Assistant	1	1	1	1
Director of Human Resources	1	1	1	1
Durational Div Project Manager	-	-	-	1
Human Resources Generalist	3	3	3	3
Manager of Labor Relations	1	1	1	1
Principal Human Resources Officer	1	1	1	-
Risk Services Analyst	-	-	-	1
<i>Total Authorized Positions</i>	7	7	7	8

Information Technology
Administration
Geographic Information System

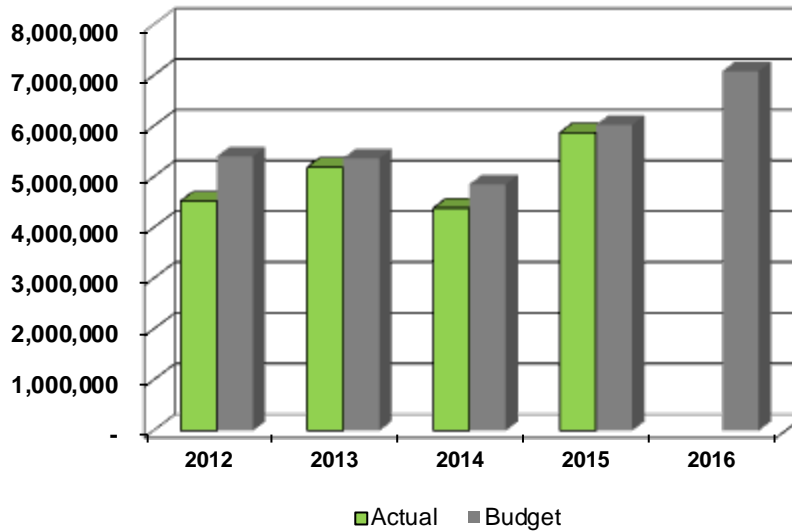


Information Technology

Summary



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	1,427,171	1,487,235	995,563	908,272	1,718,300
Operations	2,251,395	2,679,101	2,298,955	2,641,400	2,881,800
Maintenance	844,270	1,022,482	1,091,854	2,320,500	2,479,800
Total	4,522,836	5,188,817	4,386,372	5,870,172	7,079,900



	2012	2013	2014	2015	2016
Actual	4,522,836	5,188,817	4,386,372	5,870,172	
Budget	5,401,100	5,360,900	4,852,900	6,023,700	7,079,900
Variance	(878,264)	(172,083)	(466,528)	(153,528)	

Information Technology

Summary

Description

Information Technology is comprised of Administration which is responsible for District-wide information storage, communication and computing systems. The GIS Services activity is responsible for the development, management and application of the District's Geographic Information System (GIS).

For 2016, the Information Technology Department consists of two activities: Administration and GIS Services.

Budget Commentary

The Information Technology budget totals \$7,079,900 which reflects an increase of \$1,056,200 or 17.5% above the expenditure level adopted for the 2015 year. Details regarding the two activity budgets that comprise the Information Technology Department — Administration and GIS Services — are on subsequent pages.

Information Technology

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	4,386,372	6,023,700	5,870,172	6,492,800
GIS	-	-	-	587,100
<i>Total Summary by Activity</i>	4,386,372	6,023,700	5,870,172	7,079,900
<i>Summary by Major Accounts</i>				
Payroll				
Regular Pay	868,386	1,001,700	768,808	1,637,400
Overtime	123,343	51,300	125,694	75,000
Temporary Help	360	-	11,970	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,475	3,800	1,800	5,900
<i>Total Payroll</i>	995,563	1,056,800	908,272	1,718,300
Operations	2,298,955	2,646,400	2,641,400	2,881,800
Maintenance	1,091,854	2,320,500	2,320,500	2,479,800
<i>Total Summary by Major Accounts</i>	4,386,372	6,023,700	5,870,172	7,079,900
<i>Funding Allocation</i>				
Sewer Allocation 33%	1,447,503	1,987,800	1,937,200	2,336,300
Water Allocation 67%	2,938,869	4,035,900	3,932,972	4,743,600
<i>Total Funding Allocation</i>	4,386,372	6,023,700	5,870,172	7,079,900
<i>Authorized Positions</i>				
Administration	12	12	12	11
GIS	-	-	-	6
<i>Total Authorized Positions</i>	12	12	12	17

Administration

Description

The Information Technology Department plans, develops, applies and sustains a District-wide client/server system for integrated information storage, communication and computing. IT provides technical support, user training/assistance, applications development and network management for all departments. IT is also responsible for mailing and copying services for the District.

Budget Commentary

The Information Technology budget in 2016 is \$6,492,800, which is \$469,100 or 7.8% above the adopted 2015 level.

Payroll: \$157,900

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Provides funding for Director of I.T., Durational Project Manager, and Business Systems and Security Specialist is offset by the elimination of a Network Analyst and Systems Analyst position.
- *Longevity expense* has decreased based upon participation.

Operations: \$211,200

- *Telephone- Data & Voice* is increasing based on data recovery sites up and running and additional fiber optic network costs.

Maintenance: \$100,000

- *Infrastructure Software* is increasing based on software licensing requirements.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	868,386	1,001,700	768,808	1,136,200
501201	Overtime	123,343	51,300	125,694	75,000
501301	Temporary Help	360	-	11,970	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,475	3,800	1,800	3,500
	Total Payroll	995,563	1,056,800	908,272	1,214,700
	<i>Operations</i>				
502017	Postage	346,672	391,000	391,000	391,000
502026	Clothing & Apparel	300	300	300	300
502027	Mileage Reimbursement	1,418	500	-	500
502107	Office Supplies & Expenses	5,998	6,000	6,000	6,000
502109	Photocopy Supplies	23,053	40,000	40,000	40,000
502170	Website Expenses	8,997	5,000	500	5,000
502250	Envelopes	30,461	44,000	44,000	44,000
502270	Seminars & Conventions	5,784	18,000	18,000	18,000
502271	Dues-Professional Associations	3,724	7,000	7,000	4,000
502272	Books & Subscriptions	125	2,000	2,000	200
502286	System Support	170,913	220,000	220,000	220,000
502287	Outside Services	147,178	116,400	116,400	116,400
502313	Photocopier Rental	81,221	152,000	152,000	152,000
502319	Equipment Rental	124,116	150,000	150,000	150,000
502353	Telephone - Data & Voice	857,317	860,000	860,000	1,076,000
502358	Mobile Communications	366,369	384,200	384,200	384,200
502416	Computer Equipment & Supplies	125,310	250,000	250,000	250,000
	Total Operations	2,298,955	2,646,400	2,641,400	2,857,600
	<i>Maintenance</i>				
503216	Infrastructure Equipment	-	150,000	150,000	150,000
503217	Infrastructure Software	1,091,854	2,170,500	2,170,500	2,270,500
	Total Maintenance	1,091,854	2,320,500	2,320,500	2,420,500
	Total Expenditure Classification	4,386,372	6,023,700	5,870,172	6,492,800
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	1,447,503	1,987,800	1,937,200	2,142,600
	Water Allocation 67%	2,938,869	4,035,900	3,932,972	4,350,200
	Total Funding Allocation	4,386,372	6,023,700	5,870,172	6,492,800

Administration

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Administrative Assistant	1	1	1	1
Business Systems & Security Specialist	-	-	-	1
Database Administrator	1	1	1	-
Director of Information Technology	1	1	1	1
Duplicating Services Operator 1	1	1	1	1
Durational Project Manager	-	-	-	1
Help Desk Coordinator	1	1	1	1
Manager of Information Technology	1	1	1	1
Network Analyst	3	3	3	2
Systems Analyst	3	3	3	2
<i>Total Authorized Positions</i>	12	12	12	11

GIS Services**Description**

The GIS Services activity is responsible for the development, management and application of the District's Geographic Information System (GIS). The GIS database and its computer capabilities support all departments in the planning, design, operation and maintenance of the District's infrastructure. Additionally, the GIS activity plays a key role in implementing this technology in member towns by providing technical support and application development.

The GIS activity has completed the total automation of the District's mapping services and will continue to update and publish a wide variety of highly detailed maps used by the general public and officials from the public and private sector, including the District's street and utility services, a reservoir trails map, and the MDC and Environs map.

Budget Commentary

The GIS Services budget for 2016 is \$587,100, a decrease of \$146,500 or 20.0% below the 2015 adopted level. The GIS Services was previously budgeted in Engineering and Planning – GIS Services (2050015).

Payroll: (\$121,300)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the transfer of 2 Drafting positions to Engineering and Planning (2010015).

Operations: (\$32,700)

- A decrease in various allotments is based on historical spending levels.

GIS Services

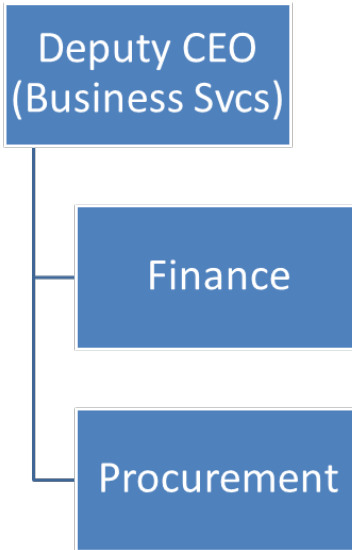
Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	501,200
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	2,400
	<i>Total Payroll</i>	-	-	-	503,600
	<i>Operations</i>				
502115	Computer Software	-	-	-	3,000
502255	Blueprints, Maps, & Charts	-	-	-	6,000
502270	Seminars & Conventions	-	-	-	700
502271	Dues-Professional Associations	-	-	-	500
502287	Outside Services	-	-	-	10,000
502416	Computer Equipment & Supplies	-	-	-	4,000
	<i>Total Operations</i>	-	-	-	24,200
	<i>Maintenance</i>				
503207	Tool & Work Equipment	-	-	-	1,600
503215	GIS Support Maintenance	-	-	-	57,700
	<i>Total Maintenance</i>	-	-	-	59,300
	<i>Total Expenditure Classification</i>	-	-	-	587,100
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	-	-	-	193,700
	Water Allocation 67%	-	-	-	393,400
	<i>Total Funding Allocation</i>	-	-	-	587,100
	<i>Authorized Positions</i>				
	Principal GIS Analyst	-	-	-	2
	GIS Analyst	-	-	-	1
	Mapping Technician	-	-	-	3
	<i>Total Authorized Positions</i>	-	-	-	6

Business Transformation**Description/Budget Commentary**

The Business Transformation department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. There are 3 positions budgeted for the full year 2016 Capital Improvement Program budget.

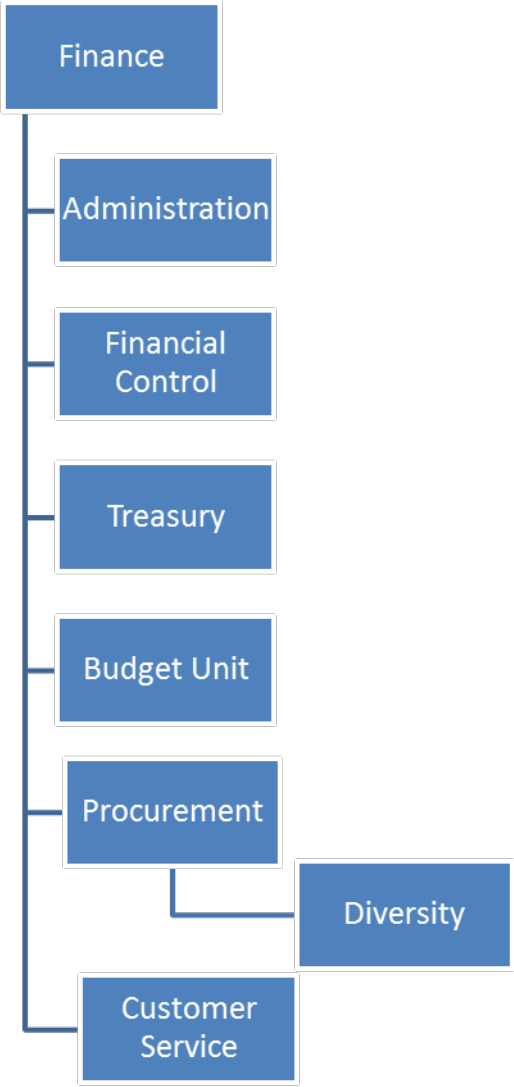
Deputy CEO (Business Services)

Finance
Procurement



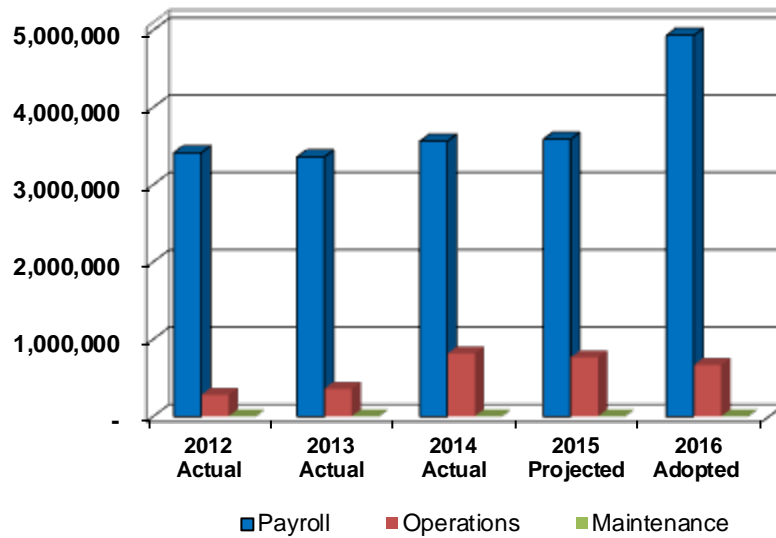
Finance

Administration
Financial Control
Treasury
Budget Unit
Procurement
Customer Service

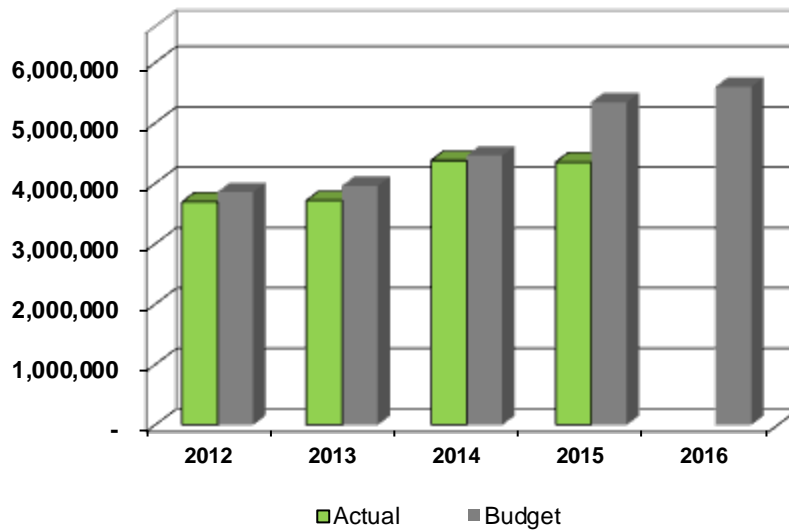


Finance

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	3,412,236	3,357,560	3,562,296	3,586,215	4,931,700
Operations	277,711	357,929	813,113	762,067	665,100
Maintenance	1,383	950	2,087	-	-
Total	3,691,329	3,716,439	4,377,496	4,348,283	5,596,800



	2012	2013	2014	2015	2016
Actual	3,691,329	3,716,439	4,377,496	4,348,283	
Budget	3,853,300	3,956,300	4,456,100	5,341,200	5,596,800
Variance	(161,971)	(239,861)	(78,604)	(992,917)	

Finance

Summary

Description

The Finance Department consists of six major activities: Administration, Financial Control, Treasury, Budget, Procurement, Diversity, Project Controls and Customer Service. A detailed discussion regarding the specific duties and objectives of the Finance Department is included on the following pages.

Budget Commentary

The Finance budget for 2016 is \$5,596,800, which is \$255,600 or 4.8% above the adopted budget level for 2015. Budget details for the activities comprising the Finance Department follow.

Finance

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	320,737	440,600	383,166	460,500
Financial Control	1,602,673	1,601,500	1,335,211	1,345,900
Treasury	1,099,143	1,329,200	1,080,296	1,111,100
Budget Unit	586,477	981,300	729,315	738,800
Procurement	652,283	988,600	820,296	987,300
Project Controls	116,183	-	-	-
Customer Service	-	-	-	953,200
<i>Total Summary by Activity</i>	4,377,496	5,341,200	4,348,283	5,596,800
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	3,500,052	4,332,400	3,501,854	4,823,600
Overtime	53,069	72,800	72,775	93,000
Temporary Help	-	5,000	557	-
Standby & Premium Pay	3,500	5,000	4,380	5,000
Longevity Pay	5,675	7,600	6,650	10,100
<i>Total Payroll</i>	3,562,296	4,422,800	3,586,215	4,931,700
Operations	813,113	918,400	762,067	665,100
Maintenance	2,087	-	-	-
Capital	-	-	-	-
<i>Total Summary by Major Account</i>	4,377,496	5,341,200	4,348,283	5,596,800
<i>Funding Allocation</i>				
Sewer Allocation 49%	2,144,973	2,617,100	2,130,700	2,742,400
Water Allocation 51%	2,232,523	2,724,100	2,217,583	2,854,400
<i>Total Funding Allocation</i>	4,377,496	5,341,200	4,348,283	5,596,800
<i>Authorized Positions</i>				
Administration	2	3	3	2
Financial Control	14	14	14	13
Treasury	14	14	14	11
Budget Unit	6	6	5	5
Procurement	10	10	10	10
Project Controls	1	-	-	-
Customer Service	-	-	-	12
<i>Total Authorized Positions</i>	47	47	46	53

Administration**Description**

The Finance Department's Administration unit is headed by the Deputy CEO (Business Services), who is responsible for overseeing and directing all District fiscal management and planning programs, as well as the Financial Control, Treasury, Budget Unit, Procurement, Diversity, Human Resources and Customer Service activities.

Budget Commentary

The 2016 budget of \$460,500 for Administration, which is an increase of \$19,900 or 4.5% over the 2015 adopted budget.

Payroll: \$20,900

- *Regular Pay* includes increments and cost-of-living increases for eligible employees; offset by 1 position was transferred to Finance-Customer Service (1870015).

Operations: (\$1,000)

- Expenditures were decreased to reflect 2015 activities.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	315,677	428,800	367,069	449,700
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	315,677	428,800	367,069	449,700
	<i>Operations</i>				
502027	Mileage Reimbursement	59	1,000	-	500
502107	Office Supplies & Expenses	554	1,000	276	1,000
502270	Seminars & Conventions	1,635	1,800	180	1,800
502271	Dues-Professional Associations	1,742	1,500	773	1,500
502274	Meeting Expenses	909	500	507	500
502278	Business Travel	162	1,000	-	500
502287	Outside Services	-	5,000	14,363	5,000
	<i>Total Operations</i>	5,060	11,800	16,098	10,800
	<i>Total Expenditure Classification</i>	320,737	440,600	383,166	460,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	157,161	215,900	187,800	225,600
	Water Allocation 51%	163,576	224,700	195,366	234,900
	<i>Total Funding Allocation</i>	320,737	440,600	383,166	460,500
	<i>Authorized Positions</i>				
	Assistant to the DCEO	-	1	1	-
	Chief Financial Officer (CFO)	1	1	1	1
	Director of Finance	-	-	1	1
	Special Projects Administrator	1	1	-	-
	<i>Total Authorized Positions</i>	2	3	3	2

Financial Control**Description**

The Financial Control activity comprises the following units: Administration, Accounts Payable, General Accounting, and Payroll.

The Financial Control activity is responsible for payroll accounting; accounts payable; fixed asset records; general ledger accounting; cost accounting; external reporting; internal auditing; sale of materials and used equipment; and management analyses.

Budget Commentary

The Financial Control budget for 2016 totals \$1,345,900, which is a decrease of \$255,600 or 16.0% below the level adopted for 2015.

Payroll: (\$105,600)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and offset by a Compliance Analyst position transferred to Procurement (1850015).

Operations: (\$150,000)

- Expenditures for *Outside Services* have been decreased to reflect a reduction in payroll related costs.

Maintenance: \$0

- No expenses are anticipated for 2016.

Financial Control

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	984,472	1,152,400	862,828	1,042,900
501201	Overtime	34,405	30,800	51,024	35,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,500	3,300	3,300	3,000
	<i>Total Payroll</i>	1,021,377	1,186,500	917,152	1,080,900
	<i>Operations</i>				
502107	Office Supplies & Expenses	5,990	9,000	5,902	9,000
502270	Seminars & Conventions	869	4,000	948	4,000
502271	Dues-Professional Associations	2,285	1,000	2,331	1,000
502272	Books & Subscriptions	-	1,000	-	1,000
502274	Meeting Expenses	365	-	-	-
502287	Outside Services	571,786	400,000	408,877	250,000
	<i>Total Operations</i>	581,295	415,000	418,059	265,000
	<i>Total Expenditure Classification</i>	1,602,673	1,601,500	1,335,211	1,345,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	785,310	784,700	654,300	659,500
	Water Allocation 51%	817,363	816,800	680,911	686,400
	<i>Total Funding Allocation</i>	1,602,673	1,601,500	1,335,211	1,345,900

Authorized Positions

Accountant	3	3	3	3
Accountant 2	1	1	1	-
Accounting Administrator	1	1	1	2
Accounting Assistant	1	1	1	1
Accounts Payable Supervisor	1	1	1	1
Billing Analyst	-	-	-	1
Compliance Analyst	1	1	1	-
Inventory Control Analyst	1	1	1	1
Manager of Financial Control	1	1	1	1
Principal Account Clerk	3	3	3	3
Special Projects Administrator	1	1	1	-
<i>Total Authorized Positions</i>	14	14	14	13

Treasury**Description**

The Treasury activity, headed by the Manager of Treasury, is composed of three units: Administration, Revenue Accounting, and Customer Accounting and Risk Services.

The Manager of Treasury is directly involved in the administration of revenue and debt management, which includes cash management, revenue forecasting, and regulatory compliance. Additional responsibilities include: assessment billing; receivables collection; claims management; payroll control and processing; and employee benefits, billings and deductions.

Budget Commentary

The Treasury budget of \$1,111,100 has decreased by \$218,100 or 16.4% below the 2015 approved budget.

Payroll: (\$216,700)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and offset by the transfer of Risk Services Analyst to Human Resource (1510015) and the elimination of Treasury Receivables Specialist and a Management Analyst.
- *Overtime* has increased based upon expected work load.
- *Longevity* has been decreased based upon participation

Operations: (\$1,400)

- Expenses for *Dues Professional Associations* have been decreased to be in line with 2015 expenses.

Maintenance: \$0

- No expenses are anticipated for 2016.

Treasury

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	958,146	1,160,600	931,683	948,300
501201	Overtime	13,807	34,000	17,400	30,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,500	5,000	4,380	5,000
501601	Longevity Pay	1,875	2,100	2,000	1,700
	Total Payroll	977,327	1,201,700	955,464	985,000
	<i>Operations</i>				
502011	Meal Allowances	10	-	-	-
502026	Clothing & Apparel	300	300	450	300
502107	Office Supplies & Expenses	1,990	4,500	2,743	4,500
502251	Printed Forms	4,164	3,800	5,715	3,800
502270	Seminars & Conventions	3,158	5,000	440	5,000
502271	Dues-Professional Associations	805	2,400	90	1,000
502272	Books & Subscriptions	697	1,500	233	1,500
502287	Outside Services	108,605	110,000	115,162	110,000
	Total Operations	119,729	127,500	124,832	126,100
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	2,087	-	-	-
	Total Maintenance	2,087	-	-	-
	Total Expenditure Classification	1,099,143	1,329,200	1,080,296	1,111,100
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	538,580	651,300	529,300	544,400
	Water Allocation 51%	560,563	677,900	550,996	566,700
	Total Funding Allocation	1,099,143	1,329,200	1,080,296	1,111,100

Authorized Positions

Accounting Assistant	1	1	1	1
Accounting Assistant I	1	1	1	1
Administrative Analyst	1	1	1	1
Cash Management Analyst	1	1	1	1
Claims Agent	1	1	1	1
Customer Services Rep.	1	1	1	1
Financial Analyst	-	-	-	1
Management Analyst	2	2	2	-
Manager of Treasury	1	1	1	1
Principal Account Clerk	1	1	1	1
Receivables Administrator	-	-	-	1
Risk Services Analyst	1	1	1	-
Treasury Receivables Specialist	3	3	3	1
Total Authorized Positions	14	14	14	11

Budget Unit**Description**

The Budget Unit, headed by the Manager of Budgeting and Analysis, is responsible for the annual budget and budget reporting, grant accounting, and the development, analysis and monitoring of various budget programs.

Budget Commentary

The Budget Unit 2016 budget of \$421,100 is decreasing by \$194,900 or 31.6% below the 2015 level.

Payroll: (\$194,900)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the transfer of Management Analyst to the Business Transformation (7930009) and the delay in filling the Manager of Budgeting position.

Operations: \$0

- Expenses are expected to be in-line with 2015 adopted budget.

Budget Unit

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	575,571	602,200	451,137	407,300
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	1,100	250	1,100
	Total Payroll	575,821	603,300	451,387	408,400
<i>Operations</i>					
502107	Office Supplies & Expenses	1,314	1,000	3,411	1,000
502259	Other Printing	9,094	11,400	8,385	11,400
502270	Seminars and Conventions	-	-	5,293	-
502271	Dues-Professional Associations	130	300	-	300
502274	Meeting Expenses	117	-	120	-
	Total Operations	10,655	12,700	17,208	12,700
	Total Expenditure Classification	586,477	616,000	468,596	421,100
<i>Funding Allocation</i>					
	Sewer Allocation 49%	287,373	301,800	229,600	206,300
	Water Allocation 51%	299,103	314,200	238,996	214,800
	Total Funding Allocation	586,477	616,000	468,596	421,100
<i>Authorized Positions</i>					
	Financial Analyst	1	1	1	3
	Management Analyst	3	3	2	-
	Manager of Budgeting & Analysis	1	1	1	1
	Senior Financial Analyst	1	1	1	1
	Total Authorized Positions	6	6	5	5

Procurement**Description**

The Procurement activity is headed by the Director of Procurement. Procurement is responsible for the procuring of goods and services at the lowest cost of ownership to support the operations of the Metropolitan District in compliance with our Charter and Ordinances, Local, State and Federal regulations.

Budget Commentary

The 2016 Procurement budget is \$987,300, which is an decrease of \$1,300 or 0.1% below the 2015 adopted level.

Payroll: \$99,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the transfer of a Compliance Analyst from Financial Control (1820015).
- *Overtime* represents funding this line item based on historical usage.
- *Longevity* is increasing based upon participation.

Operations: (\$100,700)

- *Outside Services* expenses are based on historical spend.

Procurement

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	550,252	761,100	750,612	865,200
501201	Overtime	4,857	8,000	4,350	8,000
501301	Temporary Help	-	5,000	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	1,100	1,100	1,400
	Total Payroll	555,909	775,200	756,063	874,600
	<i>Operations</i>				
502008	Legal Advertising	4,218	10,000	3,599	10,000
502027	Mileage Reimbursement	-	150	-	200
502107	Office Supplies & Expenses	3,608	4,500	3,601	4,500
502270	Seminars & Conventions	196	8,750	103	5,000
502271	Dues-Professional Associations	755	2,000	-	1,000
502272	Books & Subscriptions	-	500	-	500
502274	Meeting Expenses	257	500	237	500
502278	Business Travel	20	1,000	492	1,000
502287	Outside Services	57,441	166,000	45,048	90,000
502650	Diversity Programs	29,879	20,000	11,153	-
	Total Operations	96,374	213,400	64,233	112,700
	Total Expenditure Classification	652,283	988,600	820,296	987,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	319,619	484,400	401,900	483,800
	Water Allocation 51%	332,664	504,200	418,396	503,500
	Total Funding Allocation	652,283	988,600	820,296	987,300
	<i>Authorized Positions</i>				
	Buyer	1	1	1	-
	Contract Specialist	3	3	3	3
	Director of Procurement	1	1	1	1
	Strategic Sourcing Specialist	1	1	1	1
	Procurement Specialist	-	-	-	1
	Compliance Analyst	-	-	-	1
	Senior Buyer	1	1	1	1
	Total Authorized Positions	7	7	7	8

Procurement-Diversity**Description**

The Office of Diversity is responsible for the fair and vigorous enforcement of the District's anti-discrimination, employment and supplier/vendor diversity policies and practices and to promote cultural awareness, understanding and respect within the District's working environment.

Budget Commentary

The Diversity 2016 budget is \$317,700, which is a decrease of \$47,600, or 13.0% below the 2015 adopted level.

Payroll: (\$28,400)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the elimination of an Accounting Assistant 1 position.

Operations: (\$19,200)

- *Consultant Services* decreased based on planned services for 2016.
- *Seminars and Convention and Meeting Expenses* are below 2015 adopted level based on historical spending.

Procurement-Diversity

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	227,300	138,525	198,900
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	557	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	227,300	139,081	198,900
	<i>Operations</i>				
502107	Office Supplies & Expenses	-	1,500	-	1,000
502270	Seminars & Conventions	-	4,000	-	2,000
502271	Dues-Professional Associations	-	1,000	-	-
502272	Books & Subscriptions	-	500	-	300
502274	Meeting Expenses	-	6,000	1,050	1,500
502278	Business Travel	-	2,000	-	1,000
502296	Consultant Services	-	20,000	20,588	10,000
502625	Public Education & Information	-	3,000	-	3,000
502650	Diversity Programs	-	100,000	100,000	100,000
	<i>Total Operations</i>	-	138,000	121,638	118,800
	<i>Total Expenditure Classification</i>	-	365,300	260,719	317,700
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	-	179,000	127,800	155,700
	Water Allocation 51%	-	186,300	132,919	162,000
	<i>Total Funding Allocation</i>	-	365,300	260,719	317,700
	<i>Authorized Positions</i>				
	Accounting Assistant 1	1	1	1	-
	Administrative Clerk	1	1	1	1
	Diversity Manager	1	1	1	1
	<i>Total Authorized Positions</i>	3	3	3	2

Project Controls**Description**

The Project Controls Unit has been transferred to Finance - Administration (1810015). The following information has been provided for informational purposes only.

Project Controls

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	115,933	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	-	-	-
	<i>Total Payroll</i>	116,183	-	-	-
	<i>Total Expenditure Classification</i>	116,183	-	-	-
<i>Funding Allocation</i>					
	Sewer Allocation 49%	56,930	-	-	-
	Water Allocation 51%	59,253	-	-	-
	<i>Total Funding Allocation</i>	116,183	-	-	-
<i>Authorized Positions</i>					
	Project Control Manager	1	-	-	-
	<i>Total Authorized Positions</i>	1	-	-	-

Customer Service

The Customer Service, is headed by the Manager of Customer Service, is responsible for all aspects of customer service, including the Call Center and water service billings.

Budget Commentary

This was previously budgeted for in Customer Service (2110015). The Customer Service, Administration activity budget for 2016 totals \$953,200 reflecting a decrease of \$342,400 or 26.4% below the 2015 adopted level.

Payroll: (\$301,900)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Offset by moving 5 positions to Systems Maintenance & Operations (3050015), transferring 1 position from Finance-Administration (1810015) and 1 position to Command Center – Administration (2120015).

Operations: (\$33,000)

- *Expenses* are expected to be in line with 2015 activities

Maintenance: (\$7,500)

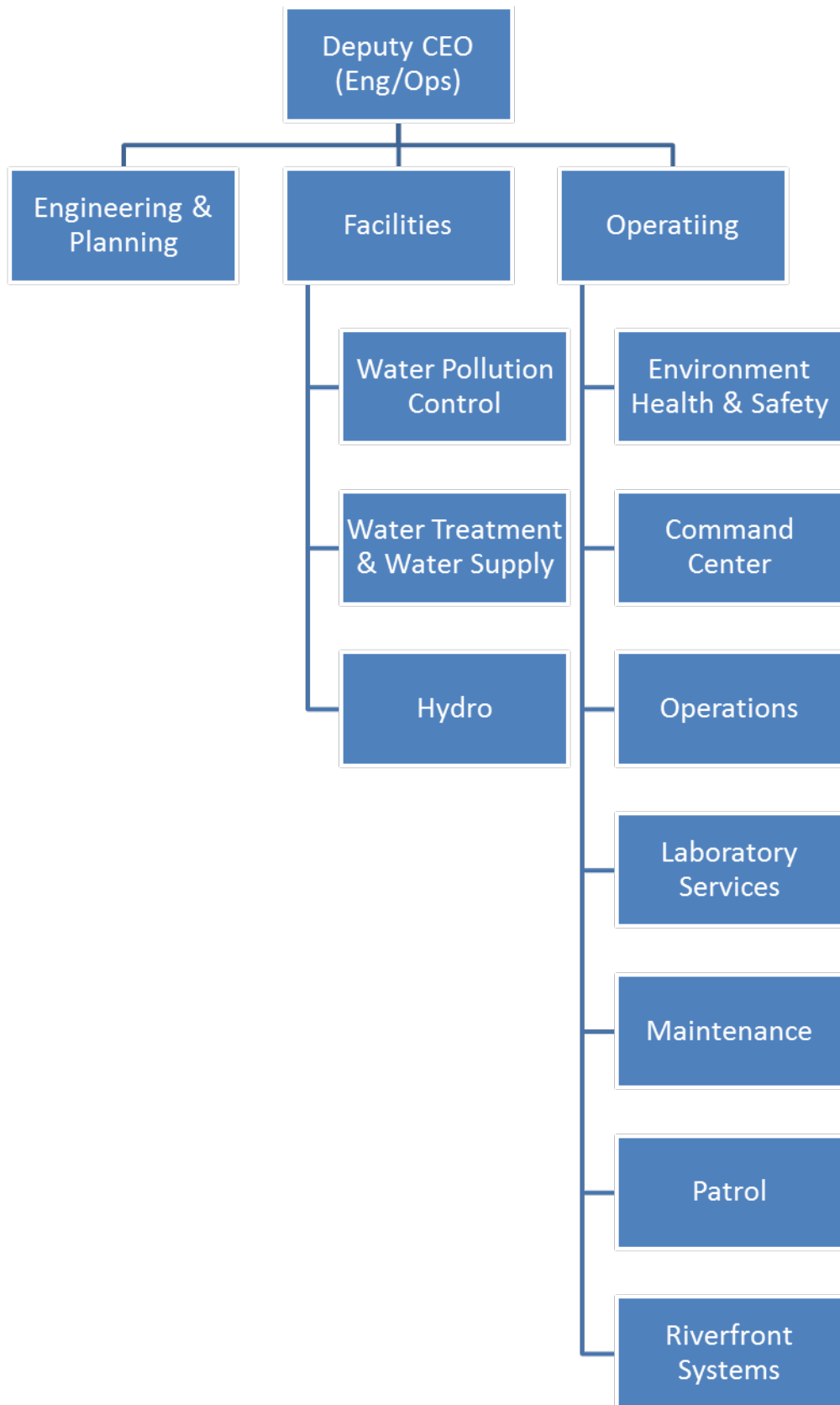
- *Maintenance* expenses are decreased based on historical spend,

Customer Service

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	911,300
501201	Overtime	-	-	-	20,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	2,900
	<i>Total Payroll</i>	-	-	-	934,200
	<i>Operations</i>				
502107	Office Supplies & Expenses	-	-	-	5,000
502259	Other Printing	-	-	-	5,000
502270	Seminars & Conventions	-	-	-	3,000
502271	Dues-Professional Associations	-	-	-	1,000
502287	Outside Services	-	-	-	5,000
	<i>Total Operations</i>	-	-	-	19,000
	<i>Total Expenditure Classification</i>	-	-	-	953,200
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	-	-	-	467,100
	Water Allocation 51%	-	-	-	486,100
	<i>Total Funding Allocation</i>	-	-	-	953,200
	<i>Authorized Positions</i>				
	Customer Services Rep.	-	-	-	6
	Customer Services Supervisor	-	-	-	1
	Manager of Customer Service	-	-	-	1
	Principal Account Clerk	-	-	-	2
	Senior Customer Services Rep.	-	-	-	2
		-	-	-	12

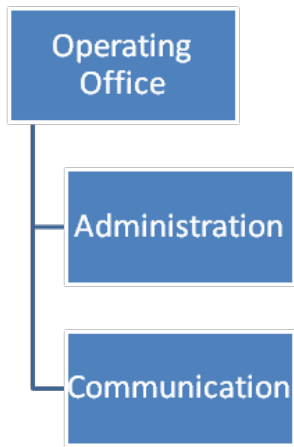
Deputy CEO (Engineering/Operations)

Engineering & Planning
Environment, Health & Safety
Command Center
Operations
Laboratory Services
Water Pollution Control
Maintenance
Water Treatment & Supply
Patrol
Riverfront Park Systems
Hydro



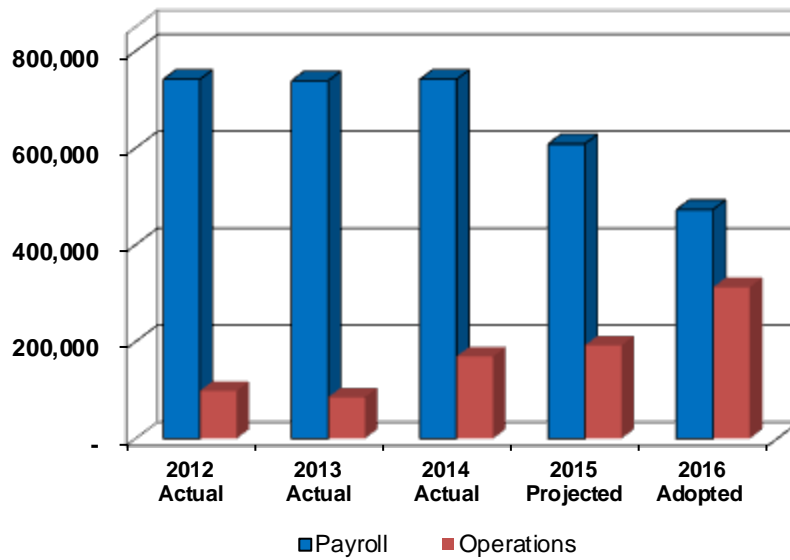
Operating Office

Administration
Communications

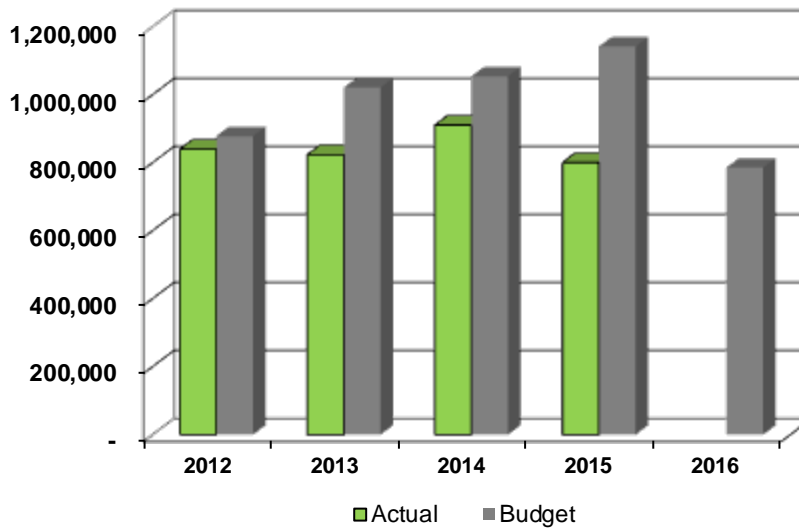


Operating Office

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	741,442	738,527	741,422	608,182	472,800
Operations	98,423	85,237	169,318	192,341	312,400
Maintenance	-	-	-	-	-
Total	839,865	823,763	910,740	800,523	785,200



	2012	2013	2014	2015	2016
Actual	839,865	823,763	910,740	800,523	
Budget	877,700	1,020,700	1,053,900	1,141,400	785,200
Variance	(37,835)	(196,937)	(143,160)	(340,877)	

Operating Office

Summary

Description

The Operating Office is managed by the Deputy CEO (Engineering & Operations) who is responsible for overseeing all of the District's Operating departments: Engineering and Planning, Environment, Health & Safety, Command Center, Operations, Laboratory Services, Water Pollution Control, Maintenance, Water Treatment and Water Supply, Patrol, Riverfront Park Systems and Hydro. The Operating Office also includes a Communications department.

Budget Commentary

The Operating Office budget for 2016 totals \$785,200, decreasing \$356,200 or 31.2% below the 2015 adopted level. Budget details for the activities comprising the Operating Office follow.

Operating Office

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	586,332	704,500	439,411	283,600
Communication	324,408	436,900	361,112	501,600
<i>Total Summary by Activity</i>	910,740	1,141,400	800,523	785,200
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	740,802	816,500	607,282	472,500
Overtime	20	-	-	-
Temporary	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	600	900	900	300
<i>Total Payroll</i>	741,422	817,400	608,182	472,800
Operations	169,318	324,000	192,341	312,400
<i>Total Summary by Major Account</i>	910,740	1,141,400	800,523	785,200
<i>Funding Allocation</i>				
Sewer Allocation 0%	446,263	559,300	392,200	384,800
Water Allocation 100%	464,477	582,100	408,323	400,400
<i>Total Funding Allocation</i>	910,740	1,141,400	800,523	785,200
<i>Authorized Positions</i>				
Administration	4	4	4	2
Communication	2	2	2	2
<i>Total Authorized Positions</i>	6	6	6	4

Administration**Description**

The Operating Office managed by the Deputy CEO (Engineering & Operations) is responsible for overseeing all of the District's Operating departments: Environment, Health & Safety, Engineering and Planning, Command Center, Operations, Laboratory Services, Water Pollution Control, Maintenance, Water Treatment, Water Supply, Patrol, Riverfront Park Systems and Hydro.

Budget Commentary

The Operating Office Administrative budget for 2016 totals \$283,600, decreasing by \$420,900 or 59.7% below the 2015 adopted level.

Payroll: (\$361,700)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the transfer of Assistant to COO to the Executive Office (1210015) and the delaying of funding of the Chief Operating Officer position.

Operations: (\$58,600)

- Expenses are in line with 2016 projected activities.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	543,213	616,500	398,746	254,800
501201	Overtime	20	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	350	600	600	-
	Total Payroll	543,583	617,100	399,346	254,800
<i>Operations</i>					
502026	Clothing & Apparel	527	500	-	500
502049	Licenses and Registration	285	900	336	300
502107	Office Supplies & Expenses	8,060	12,000	2,286	5,000
502270	Seminars & Conventions	5,180	11,000	3,214	4,000
502271	Dues-Professional Associations	16,959	15,000	1,215	15,000
502274	Meeting Expenses	1,972	8,000	10,615	4,000
502296	Consultant Services	9,766	40,000	22,398	-
	Total Operations	42,749	87,400	40,064	28,800
	Total Expenditure Classification	586,332	704,500	439,411	283,600
<i>Funding Allocation</i>					
	Sewer Allocation 49%	287,303	345,200	215,300	139,000
	Water Allocation 51%	299,029	359,300	224,111	144,600
	Total Funding Allocation	586,332	704,500	439,411	283,600
<i>Authorized Positions</i>					
	Administrative Assistant	1	1	1	1
	Assistant to the COO	1	1	1	-
	Chief Operating Officer (COO)	1	1	1	-
	Director of Operations	1	1	1	1
	Total Authorized Positions	4	4	4	2

Communications**Description**

The Communication Department is responsible for the development and implementation of communication and project outreach programs and distribution of materials designed to improve the way project information is relayed to the public as well as internally throughout the District. This group is responsible for the management of Community Outreach Liaison Teams which support Project Outreach in the communities where District projects are taking place. In addition, this unit is responsible for the development and distribution of various communication vehicles which include, but are not limited to, the District bill insert, newsletter, and TV program.

Budget Commentary

The Communication Department budget for 2016 totals \$501,600, increasing by \$64,700 or 14.8% above 2015 adopted levels.

Payroll: \$17,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees

Operations: \$47,000

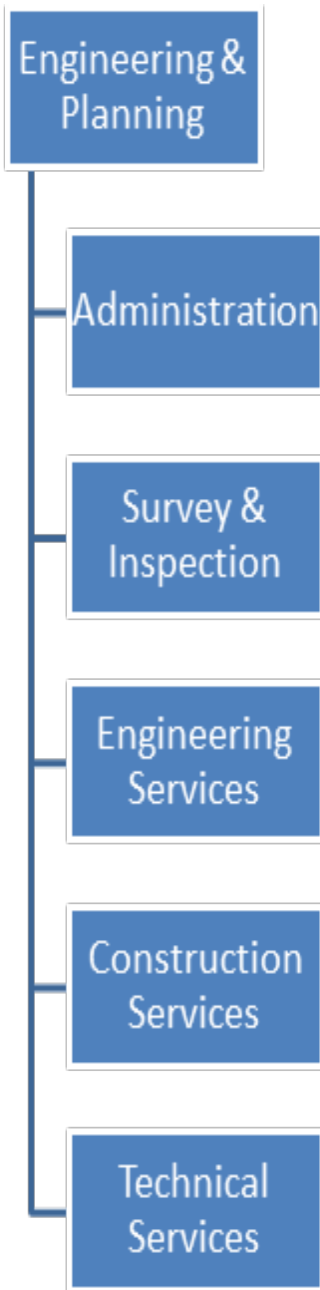
- Increases in allotments are shown based on consolidation of Community Affairs department (1220015) with the Communications department.

Communications

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	197,589	200,000	208,535	217,700
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	300	300	300
	<i>Total Payroll</i>	197,839	200,300	208,835	218,000
<i>Operations</i>					
502001	Advertising	3,033	5,500	2,537	5,500
502026	Clothing & Apparel	501	300	-	300
502027	Mileage Reimbursement	-	300	-	300
502107	Office Supplies & Expenses	2,015	2,000	1,836	2,000
502253	Periodic Publications	52,419	90,000	67,349	90,000
502270	Seminars & Conventions	235	1,000	68	1,000
502274	Meeting Expenses	2,072	3,000	2,622	3,000
502296	Consultant Services	47,101	110,000	67,017	144,000
502625	Public Education & Information	9,316	10,500	7,500	14,500
502630	Promotional Materials	5,857	6,000	3,348	11,000
502633	Youth Education	4,020	8,000	-	12,000
	<i>Total Operations</i>	126,569	236,600	152,277	283,600
	<i>Total Expenditure Classification</i>	324,408	436,900	361,112	501,600
<i>Funding Allocation</i>					
	Sewer Allocation 49%	158,960	214,100	176,900	245,800
	Water Allocation 51%	165,448	222,800	184,212	255,800
	<i>Total Funding Allocation</i>	324,408	436,900	361,112	501,600
<i>Authorized Positions</i>					
	Special Services Admin	2	2	2	2
	<i>Total Authorized Positions</i>	2	2	2	2

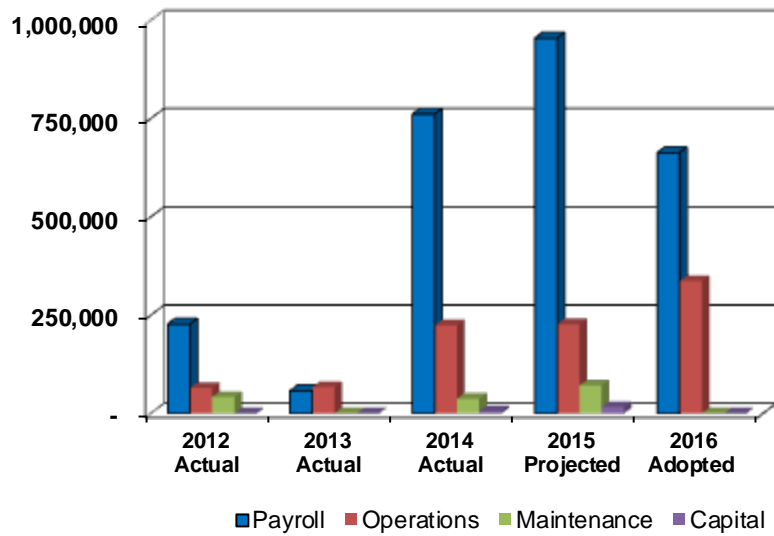
Engineering & Planning

Administration
Technical Services
Engineering Services
Construction Services
Survey & Inspection

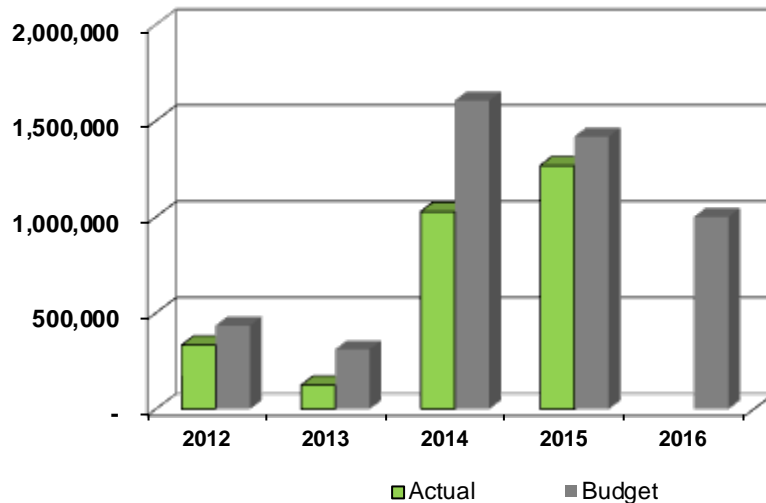


Engineering & Planning

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	227,203	57,853	761,407	954,624	663,400
Operations	64,119	66,971	223,699	226,640	336,200
Maintenance	41,512	-	37,131	70,476	-
Capital	-	-	5,553	15,852	-
Total	332,835	124,824	1,027,791	1,267,592	999,600



	2012	2013	2014	2015	2016
Actual	332,835	124,824	1,027,791	1,267,592	
Budget	434,700	310,400	1,604,700	1,417,600	999,600
Variance	(101,865)	(185,576)	(576,909)	(150,008)	

Engineering & Planning

Summary

Description

The Engineering and Planning Department in 2016 consists of: Administration, Survey & Inspection, Engineering Services, Construction Services and Technical Services.

Budget Commentary

The overall Engineering & Planning budget for 2016 is \$999,600 which has decreased by \$418,000 or 29.5% below the budget level adopted for 2015. Budget details for the activities comprising the Engineering and Planning department follow.

Engineering & Planning

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	333,889	684,000	564,600	999,600
GIS Services	693,901	733,600	702,992	-
Total Summary by Activity	1,027,791	1,417,600	1,267,592	999,600
<i>Summary by Major Account</i>				
<i>Payroll</i>				
Regular Pay	757,687	957,600	949,680	662,100
Overtime	1,070	1,400	694	500
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	2,650	3,200	4,250	800
Total Payroll	761,407	962,200	954,624	663,400
Operations	223,699	403,600	226,640	336,200
Maintenance	37,131	51,800	70,476	-
Capital	5,553	-	15,852	-
Total Summary by Major Account	1,027,791	1,417,600	1,267,592	999,600
<i>Funding Allocation</i>				
Sewer Allocation 49%	503,618	694,700	621,200	489,800
Water Allocation 51%	524,173	722,900	646,392	509,800
Total Funding Allocation	1,027,791	1,417,600	1,267,592	999,600
<i>Authorized Positions</i>				
Administration	3	3	3	7
GIS Services	8	8	8	-
Total Authorized Positions	11	11	11	7

Administration**Description**

The Administration activity headed by the Director of Engineering and Planning, is responsible for the overall management of the department's major activities: Technical Services, Engineering Services, Construction Services, Survey & Inspection. In this role, Administration develops and administers department-wide policies and allocates available resources to maximize operational efficiency and assure achievement of departmental goals and objectives.

The Director is also directly involved in the day-to-day administration and management of the District's Capital Improvement Plan and the planning of additional, related improvements.

Budget Commentary

The Engineering and Planning Administration budget for 2016 is \$999,600, which is an increase of \$315,600 or 46.1 % above the expenditure level adopted for the 2015.

Payroll: \$326,100

- *Regular Pay* includes increments and cost-of-living increases for eligible employees as well as the transfer of 2 positions from GIS Services (1720015) and 2 positions from CIP Technical Services (7930008).

Operations: (\$10,500)

- A decrease in various allotments is based on historical spending levels.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	128,482	336,000	340,146	662,100
501201	Overtime	-	500	694	500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	350	800	1,850	800
	Total Payroll	128,832	337,300	342,690	663,400
<i>Operations</i>					
502011	Meal Allowances	41	200	-	100
502013	Permits	-	-	705	-
502026	Clothing & Apparel	2,716	11,900	2,303	3,000
502049	Licenses & Registration	9,585	11,100	16,586	11,100
502061	Material from Stock	4,190	6,000	2,411	5,000
502107	Office Supplies & Expenses	12,896	15,000	13,488	15,000
502110	Survey & Construction Supplies	18,432	15,000	11,185	15,000
502111	Small Tools	2,492	5,000	4,550	3,500
502112	Communication Equipment & Supplies	459	1,000	784	3,000
502136	Safety & First Aid Supplies	-	500	562	500
502255	Blueprints, Maps, & Charts	-	1,000	148	500
502270	Seminars & Conventions	12,148	15,000	4,408	15,000
502271	Dues-Professional Associations	5,364	8,500	10,350	9,000
502272	Books & Subscriptions	2,490	5,000	3,464	4,000
502274	Meeting Expenses	720	1,500	1,583	1,500
502287	Outside Services	-	25,000	16,456	25,000
502296	Consultant Services	133,524	225,000	132,928	225,000
	Total Operations	205,057	346,700	221,910	336,200
	Total Expenditure Classification	333,889	684,000	564,600	999,600
<i>Funding Allocation</i>					
	Sewer Allocation 49%	163,606	335,200	276,700	489,800
	Water Allocation 51%	170,283	348,800	287,900	509,800
	Total Funding Allocation	333,889	684,000	564,600	999,600
<i>Authorized Positions</i>					
	Administrative Clerk	1	1	1	1
	Engineering Drafter	-	-	-	2
	Sr. Engineering Drafter	-	-	-	2
	Director of Engineering & Planning	1	1	1	1
	Special Projects Administrator	1	1	1	1
	Total Authorized Positions	3	3	3	7

GIS Services**Description**

The GIS Services department was transferred to Information Technology – GIS (1720015) budget in 2016. The following information has been provided for information purposes only.

GIS Services

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	629,206	621,600	609,534	-
501201	Overtime	1,070	900	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,300	2,400	2,400	-
	<i>Total Payroll</i>	632,575	624,900	611,934	-
	<i>Operations</i>				
502015	Photogrammetry	5,000	5,000	-	-
502115	Computer Software	6,832	5,000	743	-
502255	Blueprints, Maps, & Charts	5,296	15,700	3,987	-
502270	Seminars & Conventions	1,224	700	-	-
502271	Dues-Professional Associations	290	500	-	-
502287	Outside Services	-	10,000	-	-
502416	Computer Equipment & Supplies	-	20,000	-	-
	<i>Total Operations</i>	18,642	56,900	4,730	-
	<i>Maintenance</i>				
503207	Tool & Work Equipment	-	1,600	-	-
503215	GIS Support Maintenance	37,131	50,200	70,476	-
	<i>Total Maintenance</i>	37,131	51,800	70,476	-
504203	Office Furniture & Equipment	5,553	-	15,852	-
	<i>Total Capital Outlay</i>	5,553	-	15,852	-
	<i>Total Expenditure Classification</i>	693,901	733,600	702,992	-
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	340,012	359,500	344,500	-
	Water Allocation 51%	353,889	374,100	358,492	-
	<i>Total Funding Allocation</i>	693,901	733,600	702,992	-
	<i>Authorized Positions</i>				
	Engineering Drafter	1	1	1	-
	GIS Analyst	1	1	1	-
	Mapping Technician	3	3	3	-
	Principal GIS Analyst	2	2	2	-
	Sr. Engineering Drafter	1	1	1	-
	<i>Total Authorized Positions</i>	8	8	8	-

Survey & Inspection**Description/Budget Commentary**

The Survey & Inspection department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. There are 29 positions budgeted for the full year 2016 Capital Improvement Program budget and 1 position has been eliminated.

Engineering Services**Description/Budget Commentary**

The Engineering Services department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. There are 11 positions budgeted for the full year 2016 Capital Improvement Program budget, 1 position was transferred from 7930007.

Construction Services**Description/Budget Commentary**

The Construction Services department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. There are 16 positions budgeted for the full year 2016 Capital Improvement Program budget. 1 position transferred to 7930006.

Technical Services**Description/Budget Commentary**

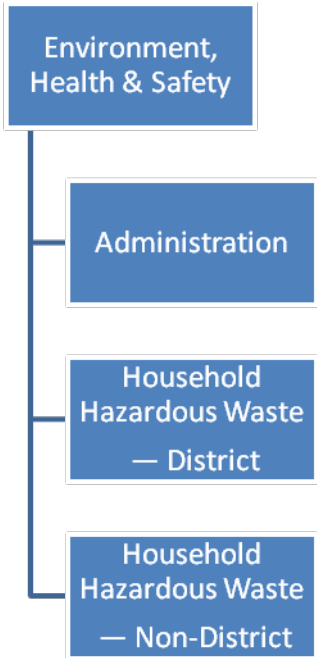
The Technical Services department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. There are 16 positions budgeted for the full year 2016 Capital Improvement Program budget as a result. 2 positions were transferred to Engineering and Planning – Administration (2010015), 2 positions were eliminated and 1 position moved from Environment, Health & Safety (1910015).

Environment, Health & Safety

Administration

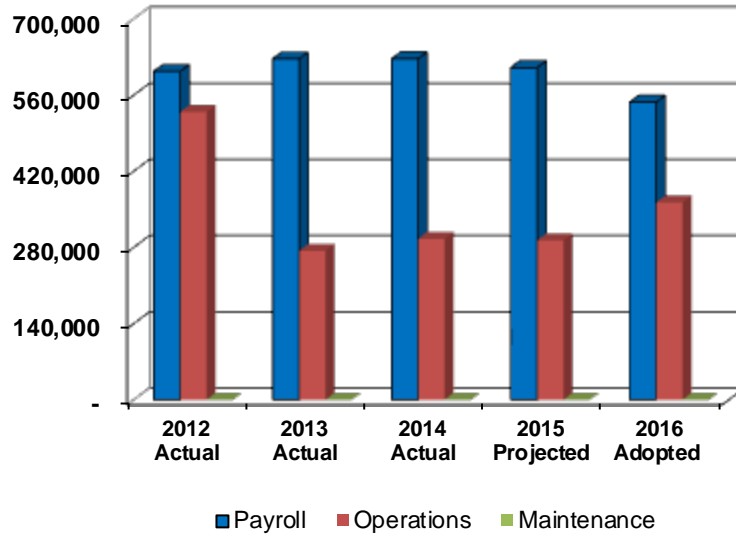
Household Hazardous Waste — District

Household Hazardous Waste — Non-District

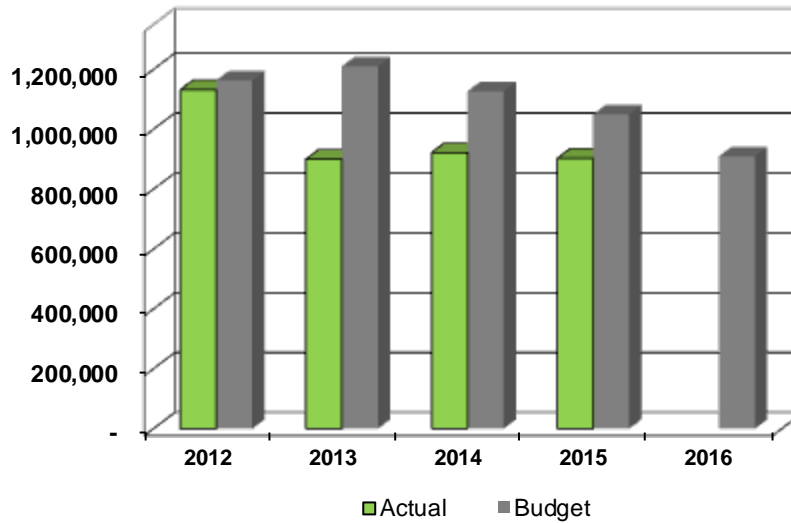


Environment, Health & Safety

Summary



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	603,229	626,389	626,483	610,179	546,700
Operations	528,792	273,751	295,809	292,919	362,500
Maintenance	-	-	-	-	-
Total	1,132,022	900,141	922,292	903,097	909,200



	2012	2013	2014	2015	2016
Actual	1,132,022	900,141	922,292	903,097	
Budget	1,162,900	1,209,800	1,126,600	1,049,600	909,200
Variance	(30,878)	(309,659)	(204,308)	(146,503)	

Environment, Health & Safety

Summary

Description

The Environment, Health & Safety Department consists of three major activities: Administration, Household Hazardous Waste-District and Household Hazardous Waste-Non-District. A detailed discussion regarding the specific duties and objectives of the Environment, Health & Safety Department is included on the following pages.

Budget Commentary

The Environment, Health & Safety budget for 2016 totals \$909,200, which is \$140,400 or 13.4% below the 2015 adopted level. Budget details for the activities comprising the Environment, Health & Safety Department follow.

Environment, Health & Safety

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	715,830	798,300	661,027	658,500
Household Hazardous Waste - District	166,995	189,300	186,995	188,800
Household Hazardous Waste - Non-Distr	39,467	62,000	55,075	61,900
<i>Total Summary by Activity</i>	922,292	1,049,600	903,097	909,200
<i>Summary by Major Account</i>				
<i>Payroll</i>				
Regular Pay	610,371	591,300	597,062	513,800
Overtime	5,383	11,400	9,553	11,400
Pay Temporary	9,304	40,000	1,764	20,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,425	1,800	1,800	1,500
<i>Total Payroll</i>	626,483	644,500	610,179	546,700
Operations	295,809	405,100	292,919	362,500
Maintenance	-	-	-	-
<i>Total Summary by Major Account</i>	922,292	1,049,600	903,097	909,200
<i>Funding Allocation</i>				
Sewer Allocation 49%	451,923	514,400	442,500	445,500
Water Allocation 51%	470,369	535,200	460,597	463,700
<i>Total Funding Allocation</i>	922,292	1,049,600	903,097	909,200
<i>Authorized Positions</i>				
Administration	6	6	6	5

Administration**Description**

The District's Environment, Health & Safety (EH&S) Department is responsible for the management and administration of environmental, health, and safety programs and activities on a District-wide basis. The Environment, Health & Safety Department is responsible for OSHA compliance, environmental permits and Consent Order compliance, FOG program, safety training, environmental reporting and the Household Hazardous Waste Program.

Budget Commentary

The Environment, Health & Safety budget for 2016 totals \$658,500, which is a decrease of \$139,800 or 17.5% below the 2015 adopted level.

Payroll: (\$97,800)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and offset by the transfer of a Facility Engineer 3 position to Technical Services (7930008).
- A decrease in *Temporary Help* is based on 2015 spending levels.

Operations: (\$42,000)

- A decrease in various allotments is based on historical spending levels.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	610,371	591,300	597,062	513,800
501201	Overtime	-	-	-	-
501301	Temporary Help	9,304	40,000	1,764	20,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,425	1,800	1,800	1,500
	Total Payroll	621,100	633,100	600,626	535,300
<i>Operations</i>					
502049	Licenses and Registration	570	600	-	600
502107	Office Supplies & Expenses	7,000	4,500	2,175	4,000
502111	Small Tools	199	500	-	500
502136	Safety & First Aid Supplies	29,824	30,000	22,971	30,000
502270	Seminars & Conventions	548	3,600	2,233	3,600
502271	Dues-Professional Associations	1,911	2,000	2,399	2,000
502272	Books & Subscriptions	154	1,500	449	-
502274	Meeting Expenses	2,291	2,500	2,803	2,500
502287	Outside Services	2,242	20,000	105	10,000
502293	Medical Services	23,631	35,000	281	35,000
502295	Outside Testing & Lab Services	1,131	20,000	1,552	10,000
502296	Consultant Services	25,229	45,000	25,435	25,000
	Total Operations	94,730	165,200	60,402	123,200
	Total Expenditure Classification	715,830	798,300	661,027	658,500
<i>Funding Allocation</i>					
	Sewer Allocation 49%	350,757	391,200	323,900	322,700
	Water Allocation 51%	365,073	407,100	337,127	335,800
	Total Funding Allocation	715,830	798,300	661,027	658,500
<i>Authorized Positions</i>					
	Administrative Clerk	1	1	1	1
	Environmental Analyst 2	1	1	1	1
	Facility Engineer 3	1	1	1	-
	Manager of EH&S	1	1	1	1
	Occupational Health & Safety Analyst	2	2	2	2
	Total Authorized Positions	6	6	6	5

Household Hazardous Waste — District**Description**

The Household Hazardous Waste (HHW) program provides member towns (and non-member towns, see 1930015) with hazardous waste collection and disposal services via a regional collection program. A qualified, licensed hazardous materials-handling firm, under contract to the District, provides collection and disposal services. Staff's duties include planning, scheduling, contract administration, collection day supervision, business development, advertising and coordination of the program.

Budget Commentary

The HHW District budget for 2016 totals \$188,800, which is below the 2015 adopted level by \$500 or a decrease of 0.3%

Payroll: \$0

- *Overtime* is expected to remain level in 2016.

Operations: (\$500)

- Expenses decreased based on historical spending levels.

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	5,383	8,400	7,986	8,400
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	5,383	8,400	7,986	8,400
	<i>Operations</i>				
502026	Clothing & Apparel	1,200	1,200	-	1,200
502027	Mileage Reimbursement	-	100	-	-
502107	Office Supplies & Expenses	469	800	158	400
502138	Safety Equipment	144	700	260	700
502188	Refuse Collection	7,637	8,000	6,586	8,000
502204	Household Hazardous Waste Disposal	129,171	145,000	150,000	145,000
502274	Meeting Expenses	1,284	1,600	781	1,600
502625	Public Education & Information	20,125	22,000	19,525	22,000
502630	Promotional Materials	1,582	1,500	1,220	1,500
	<i>Total Operations</i>	161,612	180,900	179,009	180,400
	<i>Total Expenditure Classification</i>	166,995	189,300	186,995	188,800
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	81,828	92,800	91,600	92,500
	Water Allocation 51%	85,168	96,500	95,395	96,300
	<i>Total Funding Allocation</i>	166,995	189,300	186,995	188,800

Household Hazardous Waste — Non-District**Description**

The Household Hazardous Waste (HHW) program also provides non-member towns with hazardous waste collection and disposal services via a regional collection program. A qualified, licensed hazardous materials handling firm, under contract to the District, provides collection and disposal services. Staff's duties include planning, scheduling, contract administration, collection day supervision, business development, advertising and coordination of the program.

Budget Commentary

The HHW Non-District budget for 2016 totals \$61,900, which is below the 2015 adopted level by \$100 or 0.2%. The cost for these events is billed to non-district communities, which is reflected in revenue.

Payroll: \$0

- *Overtime* is expected to be at the 2015 adopted level.

Operations: (\$100)

- Expenses decreased based on historical spending levels.

Household Hazardous Waste — Non-District

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	3,000	1,567	3,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	-	3,000	1,567	3,000
	<i>Operations</i>				
502026	Clothing & Apparel	500	400	-	400
502027	Mileage Reimbursement	-	100	-	-
502107	Office Supplies & Expenses	55	200	11	200
502138	Safety Equipment	93	400	51	400
502188	Refuse Collection	1,450	2,000	1,169	2,000
502204	Household Hazardous Waste Disposal	30,618	45,000	45,000	45,000
502274	Meeting Expenses	370	400	395	400
502625	Public Education & Information	5,648	9,000	6,272	9,000
502630	Promotional Materials	732	1,500	610	1,500
	Total Operations	39,467	59,000	53,508	58,900
	Total Expenditure Classification	39,467	62,000	55,075	61,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	19,339	30,400	27,000	30,300
	Water Allocation 51%	20,128	31,600	28,075	31,600
	Total Funding Allocation	39,467	62,000	55,075	61,900

Command Center

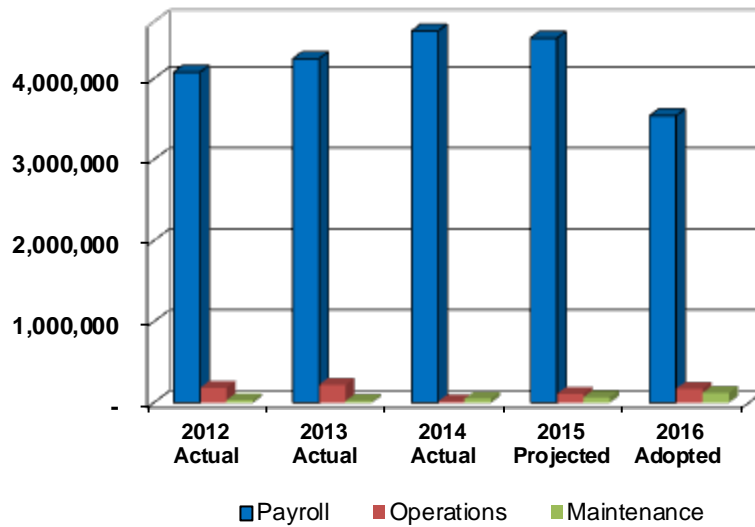
Administration

Utility Services

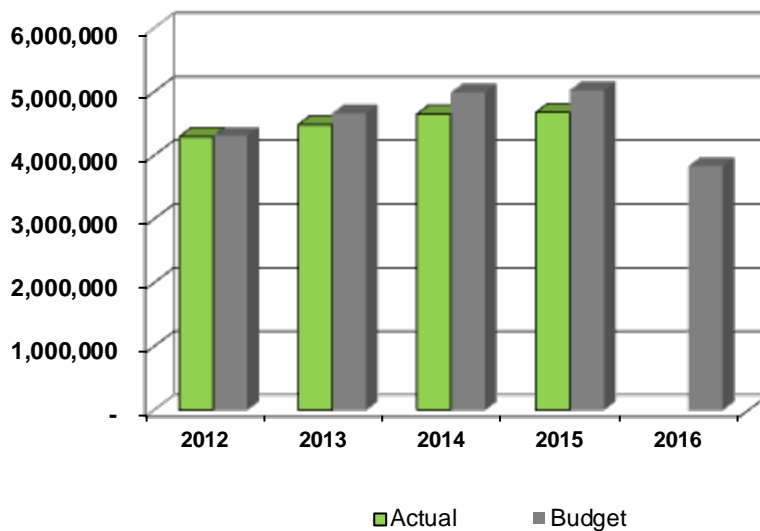


Command Center

Summary



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	4,080,046	4,243,832	4,587,132	4,500,258	3,541,200
Operations	185,273	222,036	16,722	110,662	173,000
Maintenance	32,307	21,085	50,254	68,140	121,500
Total	4,297,626	4,486,953	4,654,108	4,679,059	3,835,700



	2012	2013	2014	2015	2016
Actual	4,297,626	4,486,953	4,654,108	4,679,059	
Budget	4,307,500	4,662,000	4,991,400	5,026,100	3,835,700
Variance	(9,874)	(175,047)	(337,292)	(347,041)	

Command Center

Summary

Description

The Command Center, previously titled Customer Services, is headed by the Manager of Command Center, oversees an Administration activity, and Utility Services activity. The Command Center Department will be responsible for responding to all customer related emergencies as well as shift operations for emergency standby.

Budget Commentary

The overall Command Center budget for 2016 is \$3,835,700, which has decreased by \$1,190,400 or 23.8% below the budget level adopted for 2015. Budget details for the activities comprising the Command Center department follow, Customer Service was moved to Operations and Finance.

Command Center

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	1,290,679	1,295,600	1,198,327	-
Command Center	1,916,274	2,103,600	1,933,889	2,144,700
Utility Services	1,447,155	1,626,900	1,546,843	1,691,000
<i>Total Summary by Activity</i>	4,654,108	5,026,100	4,679,059	3,835,700
<i>Summary by Major Accounts</i>				
Payroll				
Regular Pay	3,907,883	3,968,600	3,760,322	2,945,000
Overtime	623,437	612,400	679,960	550,000
Temporary Help	868	-	3,140	-
Standby & Premium Pay	39,444	33,000	39,735	33,000
Longevity Pay	15,500	17,100	17,100	13,200
<i>Total Payroll</i>	4,587,132	4,631,100	4,500,258	3,541,200
Operations	16,722	248,000	110,662	173,000
Maintenance	50,254	147,000	68,140	121,500
Capital Outlay	-	-	-	-
<i>Total Summary by Major Accounts</i>	4,654,108	5,026,100	4,679,059	3,835,700
<i>Funding Allocation</i>				
Sewer Allocation 34%	1,582,397	1,708,800	1,590,800	1,304,100
Water Allocation 66%	3,071,711	3,317,300	3,088,259	2,531,600
<i>Total Funding Allocation</i>	4,654,108	5,026,100	4,679,059	3,835,700
<i>Authorized Positions</i>				
Administration	17	17	17	-
Command Center	19	19	19	20
Utility Services	16	16	16	16
<i>Total Authorized Positions</i>	52	52	52	36

Customer Service**Description**

The Customer Service department has been transferred to Finance – Customer Service (1870015) in 2016. The following information has been provided for information purposes only.

Customer Service

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,160,841	1,170,000	1,077,231	-
501201	Overtime	87,260	62,400	93,374	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,150	3,700	3,700	-
	Total Payroll	1,251,251	1,236,100	1,174,305	-
	<i>Operations</i>				
502011	Meal Allowance	119	-	-	-
502026	Clothing & Apparel	2,412	3,000	488	-
502107	Office Supplies & Expenses	8,511	10,000	9,237	-
502111	Small Tools	400	-	-	-
502258	Water Billing Forms	10,786	17,000	-	-
502270	Seminars & Conventions	410	3,000	270	-
502271	Dues-Professional Associations	200	2,500	1,350	-
502272	Books & Subscriptions	226	1,500	-	-
502287	Outside Services	12,016	15,000	8,206	-
	Total Operations	35,080	52,000	19,550	-
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	4,347	7,500	4,472	-
	Total Maintenance	4,347	7,500	4,472	-
	Total Expenditure Classification	1,290,679	1,295,600	1,198,327	-
	<i>Funding Allocation</i>				
	Sewer Allocation 34%	438,831	440,500	407,400	-
	Water Allocation 66%	851,848	855,100	790,927	-
	Total Funding Allocation	1,290,679	1,295,600	1,198,327	-
	<i>Authorized Positions</i>				
	Customer Services Rep.	5	5	5	-
	Customer Services Supervisor	1	1	1	-
	Manager of Customer Service	1	1	1	-
	Meter Reader 1	3	3	3	-
	Meter Reader 2	1	1	1	-
	Meter Reading Crew Leader	1	1	1	-
	Principal Account Clerk	2	2	2	-
	Senior Clerk	1	1	1	-
	Senior Customer Services Rep.	2	2	2	-
	Total Authorized Positions	17	17	17	-

Administration**Description**

The Command Center is responsible for responding to all customers related emergencies as well as shift operations for emergency standby.

Budget Commentary

The Command Center, Administration budget for 2016 totals \$2,144,700, which is an increase of \$41,100 or 2.0% above the 2015 adopted level.

Payroll: \$67,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees one position was moved from 2110015 and one position transferred from Finance – Customer Service (1870015).

Operations: (\$8,500)

- A decrease in various allotments is based on historical spending levels.

Maintenance: (\$18,000)

- A decrease in various allotments is based on historical spending levels.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	1,407,829	1,453,500	1,420,092	1,521,100
501201	Overtime	380,961	425,000	379,453	425,000
501301	Temporary Help	868	-	3,140	-
501401	Standby & Premium Pay	29,664	25,000	29,490	25,000
501601	Longevity Pay	4,475	4,600	4,600	4,600
Total Payroll		1,823,797	1,908,100	1,836,774	1,975,700
<i>Operations</i>					
502011	Meal Allowances	2,344	8,000	4,222	6,000
502026	Clothing & Apparel	9,497	7,500	2,776	6,000
502061	Materials from Stock	12,023	9,000	2,265	7,000
502106	Lights and Barricades	-	2,000	-	-
502107	Office Supplies & Expenses	7,937	9,000	5,338	8,000
502111	Small Tools	1,293	2,000	1,298	2,000
502112	Communication Equipment & Supplies	11,977	20,000	22,245	20,000
502416	Computer Equipment & Supplies	1,500	5,000	5,214	5,000
Total Operations		46,570	62,500	43,358	54,000
<i>Maintenance</i>					
503207	Tool & Work Equipment	7,475	13,000	1,047	10,000
503309	Sewers	14,192	50,000	21,592	45,000
503321	Other Maintenance	24,241	70,000	31,119	60,000
Total Maintenance		45,907	133,000	53,757	115,000
Total Expenditure Classification		1,916,274	2,103,600	1,933,889	2,144,700

Funding Allocation

Sewer Allocation 34%	651,533	715,200	657,500	729,200
Water Allocation 66%	1,264,741	1,388,400	1,276,389	1,415,500
Total Funding Allocation	1,916,274	2,103,600	1,933,889	2,144,700

Authorized Positions

Administrative Clerk	4	4	4	4
Claims Agent	1	1	1	1
Customer Service Supervisor	1	1	1	1
Manager of Customer Service	-	-	-	1
Systems Maintenance Superintendent	1	1	1	1
Utility Operations Shift Crew Leader	3	3	3	3
Utility Operations Shift Maintainer	6	6	6	6
Utility Operations Shift Superintendent	1	1	1	1
Utility Operations Shift Supervisor	1	1	1	1
Utility Services Shift Supervisor	1	1	1	1
Total Authorized Positions	19	19	19	20

Utility Services**Description**

Working out of the District's South Meadows Service Center, the Utility Services activity is responsible for the permitting and inspection of all new connections to the District's sewage collection and water distribution systems. Field inspectors prepare detailed records of each connection, including sketches of underground service piping, which are used by District forces and/or private contractors when repairs are needed. Utility Services also is responsible for the maintenance of facility records and the associated task of marking out underground facilities as mandated under Connecticut's "Call Before You Dig" program. Utility Services also assists in handling inquiries and complaints through on-site investigations of services and main line facilities. Office staff reviews plans for proposed residential, commercial, and industrial water and sewer connections. In addition, the activity tracks private contractor licenses, insurance and bonding, and enforces District ordinances regarding permitting requirements for both water and sewer.

Utility Services also coordinates services such as private fire hydrant maintenance, water meter installation, dye testing and investigations. In addition, the activity is responsible for the coordination and design of the relocation or adjustment of District facilities necessitated by Connecticut Department of Transportation highway projects, as well as member town road construction projects.

Budget Commentary

The Utility Services department budget for 2016 totals \$1,691,000, which is an increase of \$64,100 or 3.9% above the 2015 adopted level.

Payroll: \$78,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees
- *Longevity* has decreased due to participation.

Operations: (\$14,500)

- *Call Before you DIG* in decreasing based on historical spend.

Maintenance: \$0

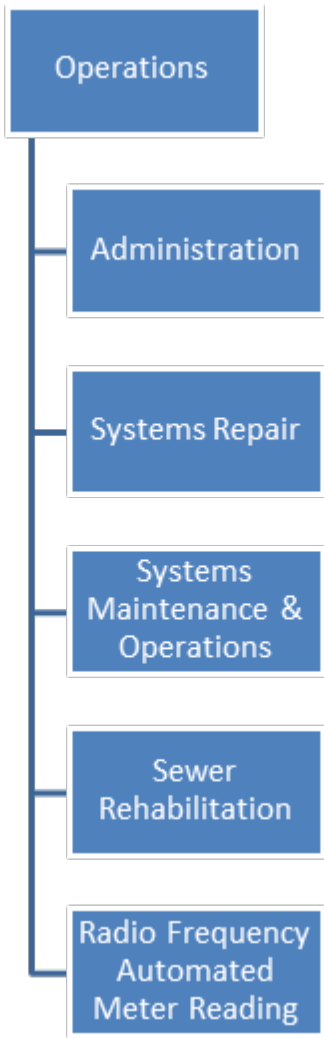
- No change in the budget for 2016.

Utility Services

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	1,339,213	1,345,100	1,263,000	1,423,900
501201	Overtime	155,215	125,000	207,134	125,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	9,780	8,000	10,245	8,000
501601	Longevity Pay	7,875	8,800	8,800	8,600
	Total Payroll	1,512,084	1,486,900	1,489,178	1,565,500
<i>Operations</i>					
502011	Meal Allowances	264	-	270	-
502014	Call Before you DIG	78,316	100,000	79,967	90,000
502026	Clothing & Apparel	6,465	7,500	8,927	7,500
502032	Inventory Adjustment	(181,228)	-	(70,782)	-
502061	Materials from Stock	20,339	10,000	18,919	10,000
502104	Janitorial Supplies	157	500	-	500
502110	Survey & Construction Supplies	7,545	8,000	8,443	7,000
502270	Seminars & Conventions	1,868	2,500	-	2,500
502271	Dues-Professional Associations	1,345	2,500	762	1,500
502272	Books & Subscriptions	-	1,500	418	-
502273	Employee Education Program	-	-	458	-
502304	Pest Control Services	-	1,000	372	-
	Total Operations	(64,929)	133,500	47,754	119,000
<i>Maintenance</i>					
503203	Office Furniture & Equipment	-	6,500	9,911	6,500
	Total Maintenance	-	6,500	9,911	6,500
	Total Expenditure Classification	1,447,155	1,626,900	1,546,843	1,691,000
<i>Funding Allocation</i>					
	Sewer Allocation 34%	492,033	553,100	525,900	574,900
	Water Allocation 66%	955,122	1,073,800	1,020,943	1,116,100
	Total Funding Allocation	1,447,155	1,626,900	1,546,843	1,691,000
<i>Authorized Positions</i>					
	Cross Connection Tech 1	3	3	3	3
	Cross Connection Tech 2	1	1	1	1
	Customer Services Supervisor	1	1	1	1
	Project Engineer 2	1	1	1	1
	Senior Utility Services Technician	1	1	1	1
	Utility Services Inspector	1	1	1	1
	Utility Services Eng Technician	6	6	6	6
	Utility Service Technician	2	2	2	2
	Total Authorized Positions	16	16	16	16

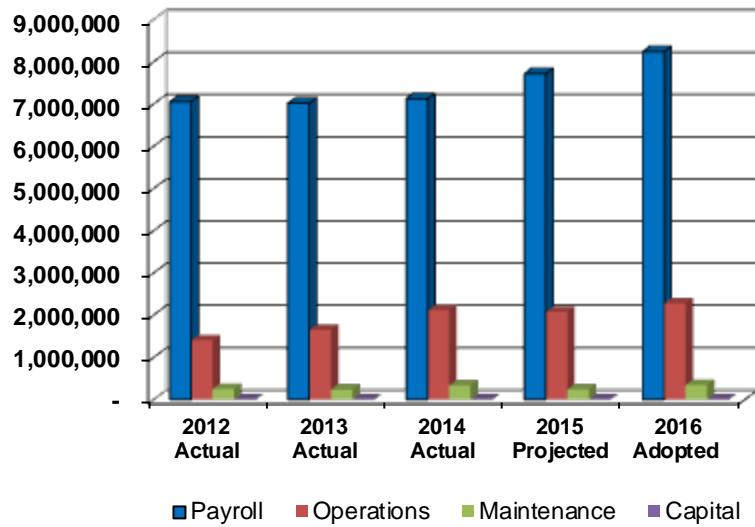
Operations

Administration
Systems Repair
Systems Maintenance & Operations
Sewer Rehabilitation
Radio Frequency Automated Reading

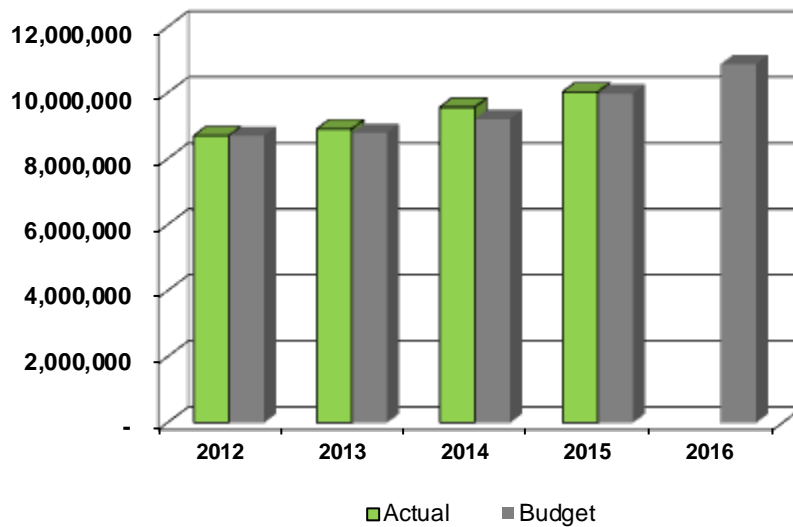


Operations

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	7,051,873	7,018,914	7,129,117	7,721,314	8,242,500
Operations	1,398,485	1,653,486	2,108,356	2,073,794	2,281,800
Maintenance	255,657	236,379	333,291	240,212	348,500
Capital	-	3,896	-	-	-
Total	8,706,014	8,912,674	9,570,764	10,035,321	10,872,800



	2012	2013	2014	2015	2016
Actual	8,706,014	8,912,674	9,570,764	10,035,321	
Budget	8,708,000	8,789,000	9,212,200	9,988,500	10,872,800

Operations

Summary

Description

The Operations Department is responsible for the operation, repair and maintenance of the water distribution and sewage collection systems within the District's service area. Additional responsibilities include fire hydrant maintenance, water metering and related activities.

Budget Commentary

The Operations Department budget for the coming year is \$10,872,800. This is an increase of \$884,300 or 8.9% above the 2015 approved level. Budget details pertaining to the Operations' activities follow.

Operations

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	159,975	170,200	240,671	176,300
Systems Repair	4,501,883	4,507,500	4,777,130	4,654,500
Systems Maintenance and Operations	4,908,907	5,310,800	5,017,520	6,042,000
<i>Total Summary by Activity</i>	9,570,764	9,988,500	10,035,321	10,872,800
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	5,601,247	5,838,600	5,884,828	6,735,500
Overtime	1,484,836	1,406,000	1,790,929	1,448,400
Temporary Help	1,072	-	-	-
Standby & Premium Pay	33,087	49,300	35,457	49,300
Longevity Pay	8,875	9,300	10,100	9,300
<i>Total Payroll</i>	7,129,117	7,303,200	7,721,314	8,242,500
Operations	2,108,356	2,330,800	2,073,794	2,281,800
Maintenance	333,291	354,500	240,212	348,500
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	9,570,764	9,988,500	10,035,321	10,872,800
<i>Funding Allocation</i>				
Sewer Allocation 25%	2,392,692	2,497,200	2,508,900	2,718,200
Water Allocation 75%	7,178,072	7,491,300	7,526,421	8,154,600
<i>Total Funding Allocation</i>	9,570,764	9,988,500	10,035,321	10,872,800
<i>Authorized Positions</i>				
Administration	1	1	1	1
Systems Repair	38	38	38	38
Systems Maintenance & Operations	43	43	43	51
<i>Total Authorized Positions</i>	82	82	82	90

Administration**Description**

The Operations Administration activity is responsible for the overall administration and management of the various activities and special programs that comprise the Operations department.

Budget Commentary

The Operations Administration budget for 2016 is \$176,300. This is an increase of \$6,100 or 3.6% above the 2015 approved level.

Payroll: \$7,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees

Operations: (\$1,500)

- A decrease in *Dues – Professional Associations* is based on historical spending.

Maintenance: \$0

- No change in the budget for 2016.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	149,443	149,400	225,269	157,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	1,600	800
	<i>Total Payroll</i>	150,243	150,200	226,869	157,800
	<i>Operations</i>				
502049	Licenses & Registrations	750	1,000	1,125	1,000
502107	Office Supplies & Expenses	931	1,000	-	1,000
502203	Ground Care	7,918	8,000	11,539	8,000
502270	Seminars & Conventions	-	3,000	-	3,000
502271	Dues-Professional Associations	133	2,000	1,138	500
	<i>Total Operations</i>	9,732	15,000	13,802	13,500
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	5,000	-	5,000
	<i>Total Maintenance</i>	-	5,000	-	5,000
	<i>Total Expenditure Classification</i>	159,975	170,200	240,671	176,300
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	39,994	42,600	60,200	44,100
	Water Allocation 75%	119,981	127,600	180,471	132,200
	<i>Total Funding Allocation</i>	159,975	170,200	240,671	176,300
	Manager of Operations	1	1	1	1
	<i>Total Authorized Positions</i>	1	1	1	1

Systems Repair**Description**

The Systems Repair activity – the District’s utility repair and construction unit is primarily responsible for the emergency repair of all components of the water distribution and sewer collection systems.

Systems Repair also is responsible for all service connection water taps required by developers and contractors and utility relocation work required by Towns and the State. Systems Repair also makes repairs to catch basins, manholes and meter pits, and performs general masonry work, including combined sewer manhole repairs, to reduce infiltration. In addition, the unit repairs services and Ford boxes and restores property disturbed during system failures and repairs.

Budget Commentary

The Systems Repair budget for 2016 totals \$4,654,500, which is \$147,000 or 3.3% higher than the adopted level for 2015.

Payroll: \$156,500

- *Regular Pay* includes increments and cost-of-living increases for eligible employees

Operations: (\$6,500)

- A decrease in various allotments is based on historical spending.

Maintenance: (\$3,000)

- A decrease in *Mains* reflects historical spending.

Systems Repair

Commitment		2014	2015	2015	2016
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<i>Payroll</i>				
501101	Regular Pay	2,521,271	2,627,900	2,659,297	2,784,400
501201	Overtime	1,024,944	950,000	1,362,762	950,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	23,540	30,000	26,342	30,000
501601	Longevity Pay	4,050	4,300	4,300	4,300
	<i>Total Payroll</i>	3,573,804	3,612,200	4,052,702	3,768,700
	<i>Operations</i>				
502011	Meal Allowances	43,593	75,300	53,200	71,300
502016	Police Services	683,919	600,000	537,059	600,000
502026	Clothing & Apparel	32,015	27,500	18,442	25,000
502061	Material from Stock	-	-	(6,526)	-
502106	Lights & Barricades	7,163	7,000	5,194	7,000
502107	Office Supplies & Expenses	3,999	4,000	4,007	4,000
502111	Small Tools	35,451	40,000	24,202	40,000
	<i>Total Operations</i>	806,141	753,800	635,578	747,300
	<i>Maintenance</i>				
503207	Tool & Work Equipment	9,039	10,000	5,232	10,000
503302	Catch Basins	715	2,000	2,042	2,000
503304	Mains	66,929	73,000	43,430	70,000
503305	Manholes	1,471	1,500	-	1,500
503308	Services	3,269	5,000	3,125	5,000
503309	Sewers	7,738	11,000	8,035	11,000
503317	Gate & Regulatory Repairs	7,900	9,000	-	9,000
503318	Laterals/Relining	24,878	30,000	26,985	30,000
	<i>Total Maintenance</i>	121,938	141,500	88,850	138,500
	<i>Total Expenditure Classification</i>	4,501,883	4,507,500	4,777,130	4,654,500
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	1,125,471	1,126,900	1,194,300	1,163,600
	Water Allocation 75%	3,376,412	3,380,600	3,582,830	3,490,900
	<i>Total Funding Allocation</i>	4,501,883	4,507,500	4,777,130	4,654,500

Systems Repair

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Administrative Clerk	1	1	1	1
Asst. Systems Repair Supt.	1	1	1	1
Compressor Truck Operator	6	6	6	6
Equipment Operator 1	6	6	6	6
Equipment Operator 2	1	1	1	1
Pipe Joiner	6	6	6	6
Senior Systems Repair Supervisor	1	1	1	1
Systems Repair Superintendent	1	1	1	1
Systems Repair Supervisor	5	5	5	5
Systems Repair Crew Leader	1	1	1	1
Truck Driver 2	6	6	6	6
Truck Driver 3	1	1	1	1
Utility Operations Maintainer	2	2	2	2
<i>Total Authorized Positions</i>	38	38	38	38

Systems Maintenance & Operations

Description

The Systems Maintenance and Operations activity is responsible for hydrant maintenance, sewer and catch basin cleaning, meter reading, and meter installation and repair.

The Hydrant Maintenance unit maintains more than 10,700 hydrants, flushes more than 1,465 miles of water mains, and provides assistance in addressing water system emergencies.

The Sewer Cleaning unit is responsible for the cleaning and inspection of 1,250 miles of pipes in the sewer collection system, 5,800 catch basins in Hartford's combined system, as well as the maintenance of Hartford floodgates.

The Gate and Regulator Maintenance unit is responsible for more than 30,200 gates (valves), 36 regulators, 100 check valves, manholes, and other system appurtenances.

The Meter Installation and Repair unit is responsible for installing, testing and repairing larger water meters, providing turn-off and turn-on services for customers, investigating leaks, handling customer complaints, assisting in major shutdowns, and handling emergency pumping.

Budget Commentary

The Systems Maintenance and Operations budget for 2016 is \$6,042,000. This is an increase of \$731,200 or 13.8% above expenditure level adopted for 2015.

Payroll: \$775,200

- *Regular Pay* includes increments and cost-of-living increases for eligible employees as well as 5 transferred positions from Customer Service (2110015) and 5 from Water Rehabilitation Program (7930003) and offset by the elimination of 1 position Hydrant Maintainer 1.
- *Overtime* is being increased based on historical spend.

Operations: (\$41,000)

- *Grit/Screening Disposal* expenses have been decreased based on historical spending.

Maintenance: (\$3,000)

- A decrease in various allotments is based on 2015 projected spending activities.

Systems Maintenance & Operations

Commitment		2014	2015	2015	2016
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<i>Payroll</i>				
501101	Regular Pay	2,930,533	3,061,300	3,000,262	3,794,100
501201	Overtime	459,892	456,000	428,166	498,400
501301	Temporary Help	1,072	-	-	-
501401	Standby & Premium Pay	9,548	19,300	9,116	19,300
501601	Longevity Pay	4,025	4,200	4,200	4,200
	<i>Total Payroll</i>	3,405,070	3,540,800	3,441,744	4,316,000
	<i>Operations</i>				
502011	Meal Allowances	9,748	22,300	11,352	22,300
502026	Clothing & Apparel	15,861	26,200	21,777	26,200
502032	Inv Ajd	(402)	-	-	-
502048	Grit/Screening Disposal	125,074	175,000	29,916	135,000
502061	Materials from Stock	1,119,110	1,300,000	1,346,759	1,300,000
502106	Lights & Barricades	3,527	6,000	-	5,000
502107	Office Supplies & Expenses	3,454	5,000	5,071	5,000
502111	Small Tools	8,913	16,000	9,020	16,000
502138	Safety Equipment	5,766	5,500	519	5,500
502303	Television Services	1,433	6,000	-	6,000
	<i>Total Operations</i>	1,292,484	1,562,000	1,424,414	1,521,000
	<i>Maintenance</i>				
503204	Power Operated Equipment	79,908	60,000	51,560	60,000
503303	Hydrant Repair, Parts, etc.	33,291	35,000	15,274	34,000
503207	Tool & Work Equipment	71,251	80,000	76,629	80,000
503309	Sewers	11,728	13,000	2,107	12,000
503317	Gate & Regulatory Repairs	15,176	20,000	5,793	19,000
	<i>Total Maintenance</i>	211,353	208,000	151,362	205,000
	<i>Total Expenditure Classification</i>	4,908,907	5,310,800	5,017,520	6,042,000
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	1,227,227	1,327,700	1,254,400	1,510,500
	Water Allocation 75%	3,681,680	3,983,100	3,763,120	4,531,500
	<i>Total Funding Allocation</i>	4,908,907	5,310,800	5,017,520	6,042,000

Systems Maintenance & Operations

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Administration Clerk	1	1	1	1
Assistant Systems Maintenance Supt.	1	1	1	1
Compressor Truck Operator	1	1	1	1
Customer Service Maintainer 1	4	4	4	4
Gate Maintainer 1	-	-	-	3
Gate Maintainer 2	2	2	2	3
Gate Maintenance Crew Leader	2	2	2	2
Gate Maintenance Supervisor	1	1	1	1
Hydrant Maintainer 1	5	5	5	4
Hydrant Maintainer 2	2	2	2	2
Hydrant Maintenance Supervisor	1	1	1	1
Meter Maintenance Crew Leader	2	2	2	2
Meter Reader 2	-	-	-	1
Meter Reader 1	-	-	-	3
Meter Reading Crew Leader	-	-	-	1
Meter Supervisor	1	1	1	1
Senior Sewer Maintenance Crew Lead	1	1	1	1
Sewer Maintainer 1	6	6	6	6
Sewer Maintenance Crew Leader	6	6	6	6
Sewer Maintenance Supervisor	1	1	1	1
Systems Maintenance Superintendent	1	1	1	1
Utility Operations Maintainer	2	2	2	2
Utility Svcs Monitoring Technician 1	1	1	1	1
Utility Sys. Monitoring Technician	1	1	1	1
Utility Sys. Monitoring Technician 2	1	1	1	1
<i>Total Authorized Positions</i>	43	43	43	51

Sewer Rehabilitation**Description/Budget Commentary**

The Sewer Rehabilitation department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. There are 16 positions budgeted for the full year 2016 Capital Improvement Program budget.

Systems Maintenance & Operations**Radio-Based Automated Meter Reading****Description/Budget Commentary**

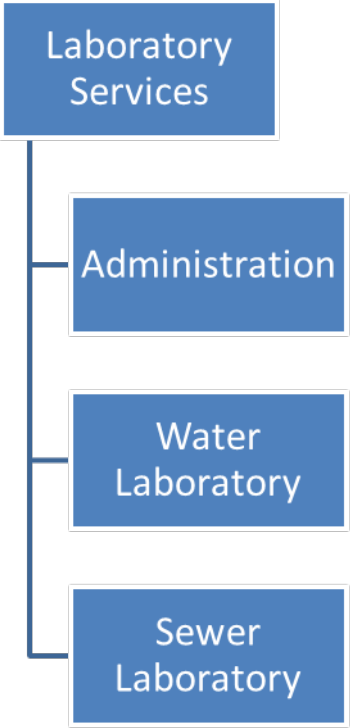
The Radio-Based Automated Meter Reading sub-activity comprises 9 positions in 2016. The sub-activity was established to complete the Radio-Based Automated Metering Reading installation program on an in-house basis. All funding for the sub-activity is provided through the Capital Improvement Program budget.

Water Rehabilitation**Description/Budget Commentary**

The Water Rehabilitation Program department is a part of the Capital Improvement Program. Specific projects and details are located in the 2016 Capital Improvement Budget. 5 positions have been moved to Operations – Systems Maintenance & Operation 3050015.

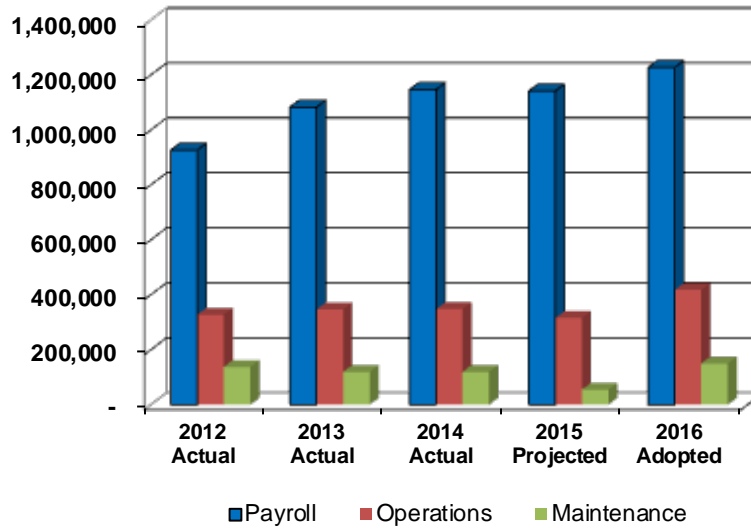
Laboratory Services

Administration
Water Laboratory
Sewer Laboratory

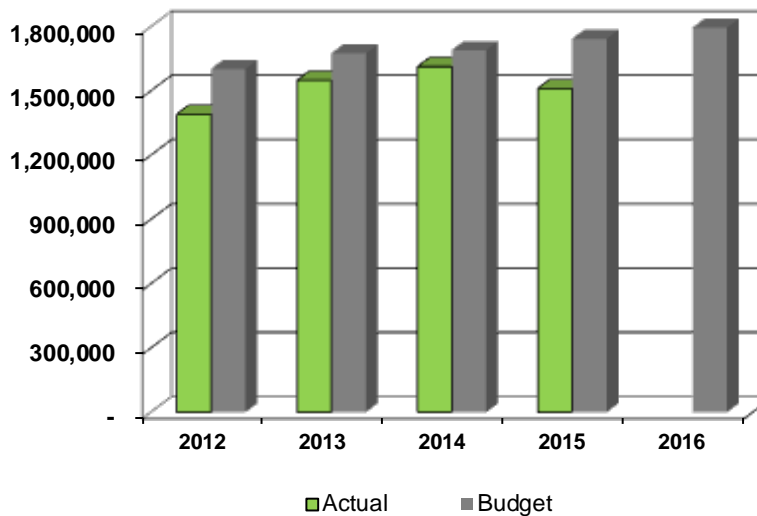


Laboratory Services

Summary



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	926,619	1,083,273	1,146,366	1,141,261	1,227,400
Operations	327,232	346,650	347,478	315,126	417,400
Maintenance	137,393	119,162	119,162	54,712	149,700
Total	1,391,243	1,549,085	1,613,006	1,511,098	1,794,500



	2012	2013	2014	2015	2016
Actual	1,391,243	1,549,085	1,613,006	1,511,098	
Budget	1,602,500	1,675,100	1,690,000	1,743,100	1,794,500
Variance	(211,257)	(126,015)	(76,994)	(232,002)	

Laboratory Services

Summary

Description

The Laboratory Services Department is responsible for the extensive testing and analysis of the District's water and wastewater at various locations and at various stages in the process.

Budget Commentary

The Laboratory Services Department budget for 2016 is \$1,794,500 which is up \$51,400 or 2.9% over the 2015 adopted budget. Budget details regarding the activity and departments follow on the succeeding pages.

Laboratory Services

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	260,292	265,000	262,047	276,900
Laboratory - Water	751,859	843,800	701,874	864,500
Laboratory - Sewer	600,856	634,300	547,177	653,100
<i>Total Summary by Activity</i>	1,012,151	1,108,800	963,921	1,141,400
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	1,096,518	1,105,400	1,092,173	1,169,100
Overtime	42,351	43,400	43,882	45,500
Temporary Help	4,568	9,100	1,728	9,100
Standby & Premium Pay	579	800	578	800
Longevity Pay	2,350	2,900	2,900	2,900
<i>Total Payroll</i>	1,146,366	1,161,600	1,141,261	1,227,400
Operations	347,478	431,500	315,126	417,400
Maintenance	119,162	150,000	54,712	149,700
<i>Total Summary by Major Account</i>	1,613,006	1,743,100	1,511,098	1,794,500
<i>Funding Allocation</i>				
Sewer Allocation 48%	774,243	836,700	725,300	861,400
Water Allocation 52%	838,763	906,400	785,798	933,100
<i>Total Funding Allocation</i>	1,613,006	1,743,100	1,511,098	1,794,500
<i>Authorized Positions</i>				
Administration	2	2	2	2
Laboratory - Water	6	6	6	6
Laboratory - Sewer	5	5	5	5
<i>Total Authorized Positions</i>	13	13	13	13

Administration**Description**

The Administration activity is responsible for the overall administration and management of the various activities and special programs that comprise the Laboratory Services department.

Budget Commentary

The Administration budget for 2016 is \$276,900 which has increased by \$11,900 or 4.6% above the expenditure level adopted for 2015.

Payroll: \$12,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees

Operations: (\$700)

- *Dues-Professional Associations* have been aligned with historical spend.

Maintenance: \$0

- The budget is expected to be unchanged for 2016.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	250,391	250,400	251,716	263,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,050	1,100	1,100	1,100
	Total Payroll	251,441	251,500	252,816	264,100
<i>Operations</i>					
502049	Licenses & Registrations	-	500	-	500
502107	Office Supplies & Expenses	2,067	3,000	2,196	3,000
502251	Printed Forms	827	1,000	-	1,000
502270	Seminars & Conventions	4,294	5,000	6,416	5,000
502271	Dues-Professional Associations	1,663	2,500	620	1,800
	Total Operations	8,851	12,000	9,231	11,300
<i>Maintenance</i>					
503203	Office Furniture & Equipment	-	1,500	-	1,500
	Total Maintenance	-	1,500	-	1,500
	Total Expenditure Classification	260,292	265,000	262,047	276,900
<i>Funding Allocation</i>					
	Sewer Allocation 48%	124,940	127,200	125,800	132,900
	Water Allocation 52%	135,352	137,800	136,247	144,000
	Total Funding Allocation	260,292	265,000	262,047	276,900
<i>Authorized Positions</i>					
	Manager of Lab Services	1	1	1	1
	WPC Laboratory Administrator	1	1	1	1
	Total Authorized Positions	2	2	2	2

Water Laboratory**Description**

The Reservoir #6 Laboratory is responsible for the extensive testing and analysis of the District's raw water, water in various stages of treatment, and treated water throughout the distribution system, in accordance with State and Federal requirements. Duties of the laboratory unit include the physical, chemical and biological testing of water samples, the preparation of reports for various regulatory agencies, and the preparation of special reports in response to problem or complaint investigations, and compliance testing to maintain State certification requirements. The Reservoir #6 Water Treatment Facility is the site of the District's water treatment laboratory that enables District staff to undertake additional and more sophisticated water quality testing. Recent security measures have resulted in additional testing requirements on the laboratory.

Budget Commentary

The Water Laboratory budget for 2016 is \$864,500 which has increased by \$20,700 or 2.5% above the expenditure level adopted for 2015.

Payroll: \$30,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees
- Expenses for *Overtime* are expected to increase for 2016 due to additional coverage.

Operations: (\$9,400)

- *Outside Testing & Laboratory Services* have been aligned with historical spend.

Maintenance: (\$300)

- Expenses are in line with 2015 adopted budget.

Water Laboratory

Commitment		2014	2015	2015	2016
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<i>Payroll</i>				
501101	Regular Pay	476,669	479,700	473,148	508,000
501201	Overtime	41,069	39,900	36,390	42,000
501301	Temporary Help	4,568	9,100	1,728	9,100
501401	Standby & Premium Pay	579	800	578	800
501601	Longevity Pay	600	700	700	700
	Total Payroll	523,485	530,200	512,544	560,600
	<i>Operations</i>				
502026	Clothing & Apparel	1,584	1,800	2,250	1,800
502105	Laboratory Supplies	82,304	97,300	92,700	97,300
502210	Propane Gas	7,782	8,000	7,095	8,000
502295	Outside Testing & Laboratory Services	25,398	71,700	34,790	62,300
	Total Operations	117,067	178,800	136,835	169,400
	<i>Maintenance</i>				
503202	Laboratory Equipment	107,127	130,300	46,021	129,900
503316	Dst RS Stnps Stnks	4,179	4,500	6,474	4,600
	Total Maintenance	111,306	134,800	52,495	134,500
	Total Expenditure Classification	751,859	843,800	701,874	864,500
	<i>Funding Allocation</i>				
	Sewer Allocation 48%	360,892	405,000	336,900	415,000
	Water Allocation 52%	390,967	438,800	364,974	449,500
	Total Funding Allocation	751,859	843,800	701,874	864,500
	<i>Authorized Positions</i>				
	Chemist	2	2	2	2
	Laboratory Tech	1	1	1	1
	Microbiologist	2	2	2	2
	Water Treatment Plant Operator	1	1	1	1
	Total Authorized Positions	6	6	6	6

Sewer Laboratory**Description**

The Laboratory, located at the Hartford Water Pollution Control Facility, is responsible for testing samples of wastewater and sludge from various locations throughout the Hartford facility and the Districts other Water Pollution Control Plants. Biological testing on samples from the District's four WPC facilities is done at the Hartford laboratory, as is the testing and monitoring of septic tank deliveries and sludge from non-member towns.

The routine sampling and testing of wastewater and sludge is performed at the East Hartford, Rocky Hill and Poquonuck facilities under the direction of each plant's supervisor. More sophisticated testing, such as ammonia and other nitrogen species, oxygen demand and fecal coliform testing as required by National Pollutant Discharge Elimination System (NPDES) permits, is performed at the Hartford laboratory facility. Special testing on sewage/sludge samples and DEEP-approved industrial wastes is performed as required.

Brainard Road laboratory staff provides process control support and guidance for all WPC facilities. The staff also supports the WPC Administration on environmental issues, reviews industrial NPDES permit applications, advises on sludge processing services, monitors odor emissions, and provides technical assistance for research and development on special projects.

Budget Commentary

The Sewer Laboratory budget for 2016 is \$653,100 which has increased by \$18,800 or 3.0% above the expenditure level adopted for 2015.

Payroll: \$22,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employees

Operations: (\$4,000)

- *Outside Services and Laboratory Testing* has decreased based on prior year expenses.

Maintenance: \$0

- *Laboratory Equipment* is in line with 2015 adopted budget.

Laboratory Services

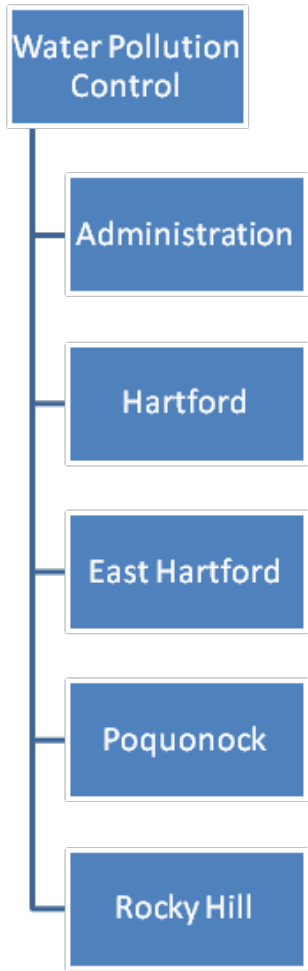
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Sewer Laboratory

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	369,458	375,300	367,309	398,100
501201	Overtime	1,281	3,500	7,492	3,500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	700	1,100	1,100	1,100
	Total Payroll	371,439	379,900	375,901	402,700
	<i>Operations</i>				
502026	Clothing & Apparel	1,500	1,500	2,250	1,500
502105	Laboratory Supplies	70,654	80,000	66,986	80,000
502107	Office Supplies & Expenses	1,000	1,000	84	-
502287	Outside Services	46,118	52,000	9,630	50,000
502295	Outside Testing & Laboratory Services	102,288	106,200	90,109	105,200
	Total Operations	221,560	240,700	169,059	236,700
	<i>Maintenance</i>				
503202	Laboratory Equipment	7,856	13,700	2,217	13,700
	Total Maintenance	7,856	13,700	2,217	13,700
	Total Expenditure Classification	600,856	634,300	547,177	653,100
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	288,411	304,500	262,600	313,500
	Water Allocation 52%	312,445	329,800	284,577	339,600
	Total Funding Allocation	600,856	634,300	547,177	653,100
	<u>Authorized Positions</u>				
	Laboratory Tech	3	3	3	3
	WPC Process Analyst	2	2	2	2
	Total Authorized Positions	5	5	5	5

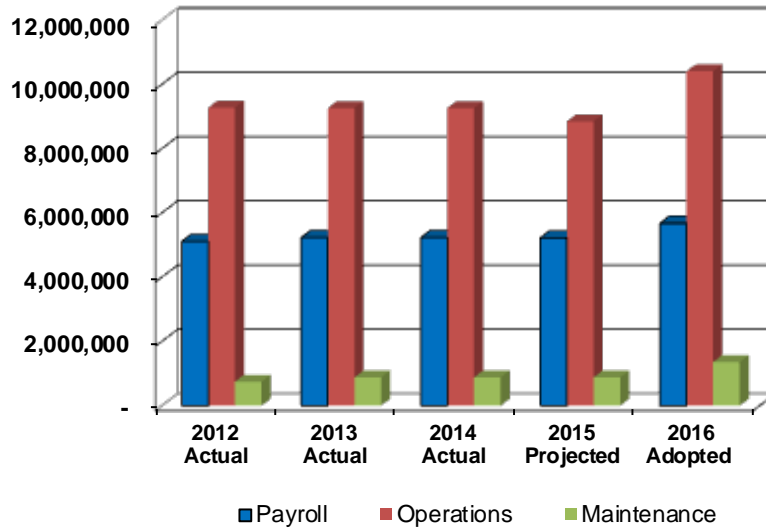
Water Pollution Control

Administration
Hartford
East Hartford
Poquonock
Rocky Hill

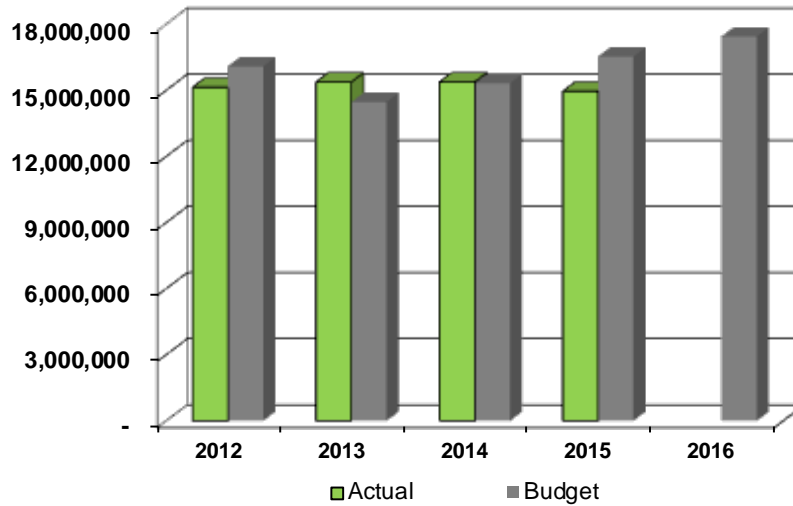


Water Pollution Control

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	5,111,534	5,231,331	5,231,331	5,226,707	5,675,100
Operations	9,277,254	9,263,480	9,263,480	8,848,618	10,404,700
Maintenance	746,671	879,415	879,415	878,959	1,355,600
Total	15,135,459	15,374,226	15,374,226	14,954,284	17,435,400



	2012	2013	2014	2015	2016
Actual	15,135,459	15,374,226	15,374,226	14,954,284	
Budget	16,084,900	14,463,500	15,318,000	16,524,600	17,435,400
Variance	(949,441)	910,726	56,226	(1,570,316)	

Water Pollution Control

Summary

Description

The Water Pollution Control (WPC) activity is responsible for the processing and treatment of wastewater that flows into the District's East Hartford, Hartford, Poquonock and Rocky Hill facilities. Treatment is accomplished in accordance with the standards of National Pollutant Discharge Elimination System (NPDES) permits issued by the Connecticut Department of Energy and Environmental Protection (DEEP).

Budget Commentary

- The 2016 budget for the WPC Administration and Water Pollution Control is \$17,435,400 the increase from the level approved for 2015 is \$910,800 or 5.5%. Budget details regarding the activity and departments are provided on succeeding pages.

Water Pollution Control

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Summary by Activity				
Administration	281,970	352,900	262,180	417,900
Hartford	12,304,638	13,064,400	11,927,820	13,639,400
East Hartford	1,196,136	1,321,300	1,024,110	1,326,800
Poquonock	694,379	781,900	889,755	967,200
Rocky Hill	897,104	1,004,100	850,419	1,084,100
<i>Total Summary by Activity</i>	15,374,226	16,524,600	14,954,284	17,435,400
Summary by Major Account				
Payroll				
Regular Pay	4,501,195	4,790,300	4,553,458	4,927,100
Overtime	670,152	650,800	611,257	680,800
Temporary	-	-	-	-
Standby & Premium Pay	56,535	63,400	58,342	63,400
Longevity Pay	3,450	3,800	3,650	3,800
<i>Total Payroll</i>	5,231,331	5,508,300	5,226,707	5,675,100
Operations	9,263,480	9,683,700	8,848,618	10,404,700
Maintenance	879,415	1,332,600	878,959	1,355,600
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	15,374,226	16,524,600	14,954,284	17,435,400
Funding Allocation				
Sewer Allocation 100%	15,374,226	16,524,600	14,954,284	17,435,400
Water Allocation 0%	-	-	-	-
<i>Total Funding Allocation</i>	15,374,226	16,524,600	14,954,284	17,435,400
Authorized Positions				
Administration	1	1	1	1
Hartford	49	49	49	49
East Hartford	7	7	7	7
Poquonock	4	4	4	4
Rocky Hill	5	5	5	5
<i>Total Authorized Positions</i>	66	66	66	66

Administration**Description**

The Water Pollution Control (WPC) activity is responsible for the processing and treatment of wastewater that flows into the District's East Hartford, Hartford, Poquonock and Rocky Hill facilities. Treatment is accomplished in accordance with the standards of National Pollutant Discharge Elimination System (NPDES) permits issued by the Connecticut Department of Energy and Environmental Protection (DEEP).

Budget Commentary

The \$417,900 Water Pollution Control Administration budget for 2016 is increasing by \$65,000 or 18.4% from the level approved for 2015.

Payroll: \$7,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.

Operations: \$57,400

- *Outside Testing & Laboratory Services* has increased due to additional testing.

Maintenance: \$0

- The budget is expected to be unchanged for 2016.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	149,443	149,400	150,230	157,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	300	250	300
	Total Payroll	149,443	149,700	150,480	157,300
<i>Operations</i>					
502013	Permits	68,629	120,000	86,630	120,000
502017	Postage	-	500	-	500
502049	Licenses & Registration	285	500	430	500
502107	Office Supplies and Expenses	1,481	1,800	600	1,800
502137	Fire Equipment	-	500	-	500
502251	Printed Forms	-	300	-	300
502270	Seminars & Conventions	11,440	7,500	970	8,000
502271	Dues-Professional Associations	1,196	1,100	860	1,000
502272	Books & Subscriptions	255	1,500	930	1,500
502274	Meeting Expenses	1,778	1,500	310	1,500
502295	Outside Testing & Laboratory Services	47,464	68,000	20,970	125,000
	Total Operations	132,527	203,200	111,700	260,600
	Total Expenditure Classification	281,970	352,900	262,180	417,900
<i>Funding Allocation</i>					
	Sewer Allocation 100%	281,970	352,900	262,180	417,900
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	281,970	352,900	262,180	417,900
<i>Authorized Positions</i>					
	Manager of WPC	1	1	1	1
	Total Authorized Positions	1	1	1	1

Hartford

Description

The Hartford Water Pollution Control unit is responsible for the primary and secondary treatment of wastewater that flows directly into the Hartford Water Pollution Control Facility (HWPCF) from Bloomfield, Hartford, Newington, West Hartford, and parts of Wethersfield and Windsor, as well as sludge delivered via force mains from the East Hartford and Rocky Hill facilities. Sludge from the Poquonock facility in Windsor is delivered by tanker truck.

The HWPCF also receives septic tank loads from member and non-member towns and sludge from the towns of Simsbury, Southington, Suffield, Windsor Locks, South Windsor, Enfield, Coventry, New Hartford and Plainfield, and other facilities on a spot market basis.

Operational procedures at the plant include grit and screenings removal, wet weather pumping/storage, primary sedimentation, aeration for the biological breakdown of sewage, final clarification, effluent disinfection during the summer months, and thickening, dewatering, and incineration of sludge. Plant effluent pumping is performed when Connecticut River levels are elevated. This activity also handles routine maintenance/repair of its equipment and structures.

The HWPCF operates with three shifts, seven days per week, for all treatment processes, including primary, secondary, thickening, dewatering, incineration and will also include waste heat recovery for electricity production.

Budget Commentary

The 2016 budget for Water Pollution Control, Hartford, totals \$13,639,400, which is an increase from the level adopted in 2015 by \$575,100 or 4.4%.

Payroll: \$130,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employee offset by the delayed hiring of 2 positions and the transfer of 1 position to Maintenance Inventory (4046015).

Operations: \$444,200

- *Materials From Stock* is expected to rise due to increased maintenance activities.
- *Fuel for Incineration* costs are all expected to increase due to 2015 spending levels.
- *Costs for Grit/Screening Disposal* are expected to be higher due to price increases.
- *Decrease in Ash Disposal* is the result of having the Ash Lagoon emptied in 2015.
- *Expenses for Electricity* are expected to decrease based on market conditions, contract rate, usage which includes the Heat Recovery System.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall dry weather pattern during nitrogen removal season, which facilitates maximum nitrogen removal.

Hartford

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	3,276,043	3,498,600	3,317,260	3,609,400
501201	Overtime	555,110	500,000	469,950	520,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	46,759	53,000	47,950	53,000
501601	Longevity Pay	1,200	1,300	1,200	1,300
<i>Total Payroll</i>		3,879,112	4,052,900	3,836,360	4,183,700
<i>Operations</i>					
502011	Meal Allowances	3,920	4,100	3,540	4,100
502026	Clothing & Apparel	26,236	26,000	12,740	26,000
502032	Inventory Adjustments	(25,948)	-	6,800	-
502048	Grit/Screening Disposal	121,390	102,000	66,410	120,000
502061	Materials From Stock	603,320	633,800	780,990	850,000
502103	Electrical Supplies	3,605	3,700	5,060	3,700
502104	Janitorial Supplies	12,989	13,500	13,530	13,500
502107	Office Supplies & Expenses	8,303	5,700	6,760	5,700
502111	Small Tools	2,211	4,100	1,440	4,100
502112	Communication Equipment & Supplies	-	3,000	-	3,000
502119	Oil Spill Supplies	1,426	2,000	-	2,000
502150	Water Treatment Chemicals	11,559	41,500	41,500	41,500
502153	Chlorine	3,348	6,400	6,400	6,400
502159	Polymer	780,252	888,000	888,000	888,000
502166	Odor Control Chemicals	20,367	34,400	34,400	34,400
502183	Ash Disposal	686,303	911,000	1,157,940	662,000
502184	Custodial Services	31,067	40,500	6,750	26,000
502188	Refuse Collection	33,455	48,000	30,730	48,000
502203	Ground Care	6,414	8,000	-	8,000
502211	Fuel for Incineration	838,770	785,000	718,710	832,000
502212	Fuel for Pumping	255,212	295,000	225,770	295,000
502213	Fuel for Heating	115,105	227,000	154,440	227,000
502215	Oil & Lubricant	13	5,000	-	5,000
502255	Blueprints, Maps, & Charts	273	1,000	-	1,000
502287	Outside Services	49,950	57,500	65,130	77,000
502288	DEEP Nitrogen Credit Program	596,685	550,000	385,900	1,200,000
502304	Pest Control Services	1,715	2,000	-	2,000
502319	Equipment Rental	64,521	71,900	67,720	71,900
502350	Electricity	3,525,060	3,243,000	2,766,990	3,000,000
<i>Total Operations</i>		7,777,517	8,013,100	7,447,650	8,457,300
<i>Maintenance</i>					
503207	Tool & Work Equipment	5,125	6,000	5,240	6,000
503209	Treatment Equipment	596,299	900,000	620,600	900,000
503310	Treatment Structures	46,585	92,400	17,970	92,400
<i>Total Maintenance</i>		648,009	998,400	643,810	998,400
<i>Total Expenditure Classification</i>		12,304,638	13,064,400	11,927,820	13,639,400
<i>Funding Allocation</i>					
Sewer Allocation 100%		12,304,638	13,064,400	11,927,820	13,639,400
Water Allocation 0%		-	-	-	-
<i>Total Funding Allocation</i>		12,304,638	13,064,400	11,927,820	13,639,400

Hartford

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Assistant WPC Plant Superintendent	1	1	1	1
Senior Clerk / Typist	1	1	1	1
WPC Crew Leader 1	6	6	6	6
WPC Crew Leader 2	7	7	7	7
WPC Plant Operator	2	2	2	2
WPC Plant Operator 2	27	27	27	27
WPC Plant Shift Supervisor	4	4	4	4
WPC Plant Superintendent	1	1	1	1
<i>Total Authorized Positions</i>	49	49	49	49

East Hartford**Description**

The East Hartford Water Pollution Control unit is responsible for the primary and secondary treatment of wastewater that flows into the East Hartford Water Pollution Control Facility (EHWPCF) from East Hartford and small sections of South Windsor and Manchester. Ongoing procedures at the facility include screening, grinding, grit removal, primary sedimentation, aeration for the biological breakdown of sewage, final clarification, effluent disinfection (chlorination during the summer), flow measurement, and pumping of removed solids to the Hartford facility for processing. Plant effluent pumping is performed when Connecticut River levels are elevated. This sub-activity also is responsible for the routine maintenance and repair of its equipment and structures. Basic laboratory testing is performed on site on a daily basis. The facility is staffed on a one-shift, five-day-a-week basis with scheduled facility checks on weekends and holidays.

Budget Commentary

The total East Hartford WPC budget for 2016 is \$1,326,800, which is higher than the level adopted in 2015 by \$5,500 or 0.4%.

Payroll: (\$13,800)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the delay in filling the WPC Plant Operator position.

Operations: \$4,300

- Expenses for *Water Treatment Chemicals and Fuel for Heating* are expected to increase based on market conditions, contract rate and usage.
- Expenses for *Custodial Services* are expected to decrease and will be absorbed by the Maintenance department.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall dry weather pattern during nitrogen removal season, which facilitates maximum nitrogen removal.

Maintenance: \$15,000

- *Treatment Equipment* is expected to increase due to planned maintenance.

East Hartford

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	404,344	473,900	420,010	460,100
501201	Overtime	38,777	49,500	41,860	49,500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,226	3,700	3,300	3,700
501601	Longevity Pay	825	800	800	800
	Total Payroll	447,172	527,900	465,970	514,100
<i>Operations</i>					
502011	Meal Allowances	220	400	240	400
502026	Clothing & Apparel	4,214	5,400	920	5,400
502048	Grit/Screening Disposal	23,200	24,000	9,980	24,000
502061	Material from Stock	4,285	5,000	6,500	5,000
502103	Electrical Supplies	414	1,000	110	1,000
502104	Janitorial Supplies	965	1,500	-	1,500
502107	Office Supplies & Expenses	1,589	1,600	-	1,600
502111	Small Tools	2,282	2,400	-	2,400
502112	Communication Equipment & Supplies	3,317	3,500	880	3,500
502119	Oil Spill Supplies	-	700	-	700
502138	Safety Equipment	3,995	10,000	-	10,000
502150	Water Treatment Chemicals	29,434	44,000	29,390	45,200
502184	Custodial Services	15,999	16,000	520	7,500
502188	Refuse Collection	1,000	1,500	390	1,500
502203	Ground Care	11,715	12,000	11,250	12,000
502212	Fuel for Pumping	3,946	9,000	3,050	9,000
502213	Fuel for Heating	20,262	32,000	13,730	33,600
502215	Oil & Lubricant	7,506	10,000	-	10,000
502295	Outside Testing & Lab Services	1,576	2,200	-	2,200
502288	DEEP Nitrogen Credit Program	87,926	90,000	90,000	100,000
502304	Pest Control Services	-	2,200	-	2,200
502350	Electricity	439,097	393,000	341,390	393,000
	Total Operations	662,943	667,400	508,350	671,700
<i>Maintenance</i>					
503207	Tool & Work Equipment	763	1,000	-	1,000
503209	Treatment Equipment	64,764	85,000	36,070	100,000
503310	Treatment Structures	20,494	40,000	13,720	40,000
	Total Maintenance	86,021	126,000	49,790	141,000
Total Expenditure Classification		1,196,136	1,321,300	1,024,110	1,326,800
<i>Funding Allocation</i>					
	Sewer Allocation 100%	1,196,136	1,321,300	1,024,110	1,326,800
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,196,136	1,321,300	1,024,110	1,326,800

East Hartford

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
WPC Crew Leader 1	1	1	1	1
WPC Plant Operator	1	1	1	1
WPC Plant Operator 2	4	4	4	4
WPC Satellite Plant Supervisor	1	1	1	1
<i>Total Authorized Positions</i>	7	7	7	7

Poquonock**Description**

The Poquonock Water Pollution Control unit is responsible for the primary and secondary treatment of wastewater that flows into the Poquonock Water Pollution Control Facility (PWPCF) from northern Windsor, Bradley International Airport and part of East Granby. Ongoing duties and procedures include grit removal, primary sedimentation, operation of trickling filters for the biological breakdown of sewage, final clarification, flow measurement, effluent disinfection and the operation of the sludge digestion tanks. Poquonock is also responsible for the routine maintenance and repair of facility equipment and structures. Basic laboratory testing is performed on site each weekday. The facility is staffed on a one-shift, five-day-a-week basis with scheduled facility checks on weekends and holidays.

Budget Commentary

The WPC Poquonock budget for 2016 is \$967,200, which is \$185,300 or 23.7% higher than the level adopted for 2015.

Payroll: \$25,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.

Operations: \$151,900

- Expenses for *Water Treatment Chemicals* are expected to be higher based upon an increased maintenance activities and price increases.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to plant flow during the nitrogen removal season, which facilitates maximum nitrogen removal.
- Expenses for *Electricity* are expected to increase based on historical spending levels.
- Sludge Removal is expected to increase based on the amount of sludge needed to be removed in the facility.

Maintenance: \$8,000

- The cost of *Treatment Equipment* is expected to increase in 2016 due to additional planned maintenance activities.

Poquonock

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	303,308	302,700	304,284	318,100
501201	Overtime	32,463	29,800	52,588	39,800
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,150	3,400	3,435	3,400
501601	Longevity Pay	600	600	600	600
	<i>Total Payroll</i>	339,522	336,500	360,907	361,900
<i>Operations</i>					
502011	Meal Allowances	-	200	-	200
502026	Clothing & Apparel	1,702	1,800	841	1,800
502048	Grit/Screening Disposal	10,672	12,500	7,320	10,000
502061	Material from Stock	84	12,600	9,596	12,600
502103	Electrical Supplies	106	2,000	393	2,000
502104	Janitorial Supplies	-	1,200	1,681	-
502107	Office Supplies & Expenses	1,200	2,200	1,025	2,200
502111	Small Tools	-	2,200	3,280	2,200
502119	Oil Spill Supplies	-	600	-	600
502138	Safety Equipment	2,207	2,500	3,065	2,500
502150	Water Treatment Chemicals	15,505	19,200	52,454	128,000
502184	Custodial Services	15,081	14,500	-	5,000
502188	Refuse Collection	1,455	2,500	3,155	2,500
502191	Sludge Removal	14,849	16,200	18,630	45,000
502203	Ground Care	11,024	13,200	12,338	13,200
502213	Fuel for Heating	7,648	8,300	6,660	6,200
502215	Oil & Lubricant	1,356	1,500	744	1,500
502270	Seminars and Conventions	175	-	-	-
502287	Outside Services	903	1,400	2,100	1,400
502288	DEEP Nitrogen Credit Program	160,290	195,000	195,000	205,000
502295	Outside Testing & Lab Services	400	1,400	-	-
502350	Electricity	42,904	39,000	52,210	60,000
	<i>Total Operations</i>	287,561	350,000	370,492	501,900
<i>Maintenance</i>					
503207	Tool & Work Equipment	8,185	8,900	10,431	8,900
503209	Treatment Equipment	51,547	78,000	137,091	86,000
503310	Treatment Structures	7,564	8,500	10,833	8,500
	<i>Total Maintenance</i>	67,296	95,400	158,356	103,400
	<i>Total Expenditure Classification</i>	694,379	781,900	889,755	967,200
<i>Funding Allocation</i>					
	Sewer Allocation 100%	694,379	781,900	889,755	967,200
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	694,379	781,900	889,755	967,200
<i>Authorized Positions</i>					
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator 2	2	2	2	2
	WPC Satellite Plant Supervisor	1	1	1	1
	<i>Total Authorized Positions</i>	4	4	4	4

Rocky Hill**Description**

The Rocky Hill Water Pollution Control unit is responsible for the primary and secondary treatment of wastewater that flows into the Rocky Hill Water Pollution Control Facility (RHWPCF) from Rocky Hill (all but the southwest corner tributary which flows to the Mattabassett District) and portions of Wethersfield, Newington and Cromwell. Ongoing procedures at the facility include flow measurement, screenings grinding, grit removal, primary sedimentation, aeration for biological breakdown of sewage, final clarification, effluent disinfection (chlorination during the summer) and the pumping of removed solids to the Hartford facility for processing. Storm water collected inside the facility's flood protection dike is pumped back to the Connecticut River when river levels return to normal. The Rocky Hill sub-activity is also responsible for the routine maintenance and repair of facility equipment and structures. Basic laboratory testing is performed on site on a daily basis. The facility is staffed on a one-shift, five-day-a-week basis with scheduled facility checks on weekends and holidays.

Budget Commentary

The Rocky Hill 2016 budget of \$1,084,100 is \$80,000 or 8.0% above the expenditure level adopted for 2015.

Payroll: \$32,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.

Operations: \$63,200

- Expenses for *Electricity* are expected to increase due to construction and the 2015 spending levels.
- Expenses for *Custodial Services* are expected to decrease and will be absorbed by the Maintenance department.

Maintenance: \$0

- There will be no changes in the 2016 budget.

Rocky Hill

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	368,056	365,700	361,674	382,500
501201	Overtime	43,802	71,500	46,859	71,500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,400	3,300	3,657	3,300
501601	Longevity Pay	825	800	800	800
Total Payroll		416,083	441,300	412,990	458,100
<i>Operations</i>					
502011	Meal Allowances	400	500	270	500
502026	Clothing & Apparel	2,446	2,600	1,053	2,600
502048	Grit/Screening Disposal	16,337	17,000	9,498	17,000
502061	Materials from Stock	1,755	3,400	3,889	3,400
502104	Janitorial Supplies	2,469	3,400	-	3,400
502107	Office Supplies & Expenses	1,685	1,800	545	1,800
502111	Small Tools	2,507	3,500	1,463	3,500
502138	Safety Equipment	2,837	3,000	3,112	3,000
502153	Chlorine	7,873	11,300	8,615	11,300
502184	Custodial Services	19,216	20,300	-	7,500
502188	Refuse Collection	877	1,500	769	1,500
502203	Ground Care	16,700	20,000	-	20,000
502212	Fuel for Pumping	631	2,000	-	2,000
502213	Fuel for Heating	9,538	12,700	9,490	12,700
502215	Oil & Lubricant	-	5,100	-	5,100
502288	DEEP Nitrogen Credit Program	47,915	72,000	72,000	80,000
502295	Outside Testing & Lab Services	-	2,200	-	2,200
502304	Pest Control Services	-	700	-	700
502350	Electricity	269,746	267,000	299,722	335,000
Total Operations		402,932	450,000	410,426	513,200
<i>Maintenance</i>					
503207	Tool & Work Equipment	2,897	3,300	3,025	3,300
503209	Treatment Equipment	62,420	87,000	23,978	87,000
503301	Building Maintenance	-	7,500	-	7,500
503310	Treatment Structures	12,771	15,000	-	15,000
Total Maintenance		78,089	112,800	27,003	112,800
Total Expenditure Classification		897,104	1,004,100	850,419	1,084,100
<i>Funding Allocation</i>					
Sewer Allocation 100%		897,104	1,004,100	850,419	1,084,100
Water Allocation 0%		-	-	-	-
Total Funding Allocation		897,104	1,004,100	850,419	1,084,100
<i>Authorized Positions</i>					
WPC Crew Leader 1		1	1	1	1
WPC Plant Operator 2		3	3	3	3
WPC Satellite Plant Supervisor		1	1	1	1
Total Authorized Positions		5	5	5	5

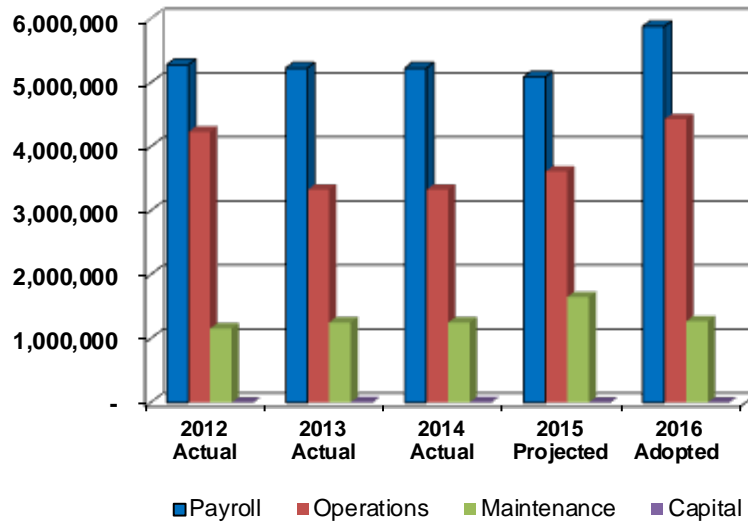
Maintenance

Administration
Facility & Electronic Maintenance
Administrative Facilities Maintenance
Central Equipment Maintenance
Inventory
Riverfront

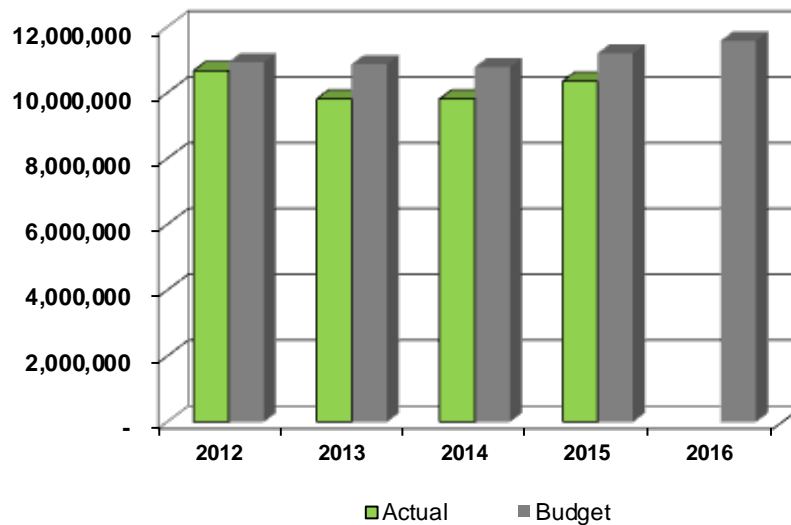


Maintenance

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	5,282,112	5,229,549	5,229,549	5,091,876	5,880,800
Operations	4,230,596	3,325,860	3,325,860	3,608,887	4,426,300
Maintenance	1,158,277	1,252,258	1,252,258	1,647,485	1,268,200
Capital	-	5,367	5,367	-	-
Total	10,670,985	9,813,034	9,813,034	10,348,248	11,575,300



	2012	2013	2014	2015	2016
Actual	10,670,985	9,813,034	9,813,034	10,348,248	
Budget	10,928,900	10,865,400	10,775,400	11,198,500	11,575,300
Variance	(257,915)	(1,052,366)	(962,366)	(850,252)	

Maintenance

Summary

Description

The Maintenance activity is responsible for repairing and maintaining all District buildings and grounds, building systems' process equipment and machinery at plants and pump stations, and all District radio and instrumentation equipment. The activity also has primary responsibility for the daily operation of 71 sewer pump stations, 17 water pump stations, 7 water storage tanks, 3 standpipes and 3 distribution reservoirs.

The Maintenance activity also includes the Central Equipment Maintenance (CEM) sub-activity. CEM is responsible for fleet repair and preventive maintenance; various stationary engines located in plants and pump stations; and engine-driven, pneumatic, hydraulic, and electrical tools and equipment used throughout the District.

Budget Commentary

The Maintenance budget for 2016 is \$11,575,300, which is up \$376,800 or 3.4% above the expenditure level adopted for 2015 in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages.

Maintenance

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	245,688	238,300	239,112	244,600
Facilities and Electronic Maintenance	4,181,768	5,010,300	4,217,188	5,080,900
Administrative Facilities Maintenance	1,184,816	1,540,700	1,449,939	1,554,200
Central Equipment Maintenance	3,589,132	3,827,600	3,747,988	4,029,300
Inventory	611,631	581,600	694,020	666,300
<i>Total Summary by Activity</i>	9,813,034	11,198,500	10,348,248	11,575,300
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	4,384,815	4,646,800	4,302,245	5,182,100
Overtime	814,726	652,000	748,376	652,000
Temporary Help	8,920	-	-	-
Standby & Premium Pay	11,738	46,600	31,155	36,800
Longevity Pay	9,350	10,100	10,100	9,900
<i>Total Payroll</i>	5,229,549	5,355,500	5,091,876	5,880,800
Operations	3,325,860	4,546,700	3,608,887	4,426,300
Maintenance	1,252,258	1,296,300	1,647,485	1,268,200
Capital Outlay	5,367	-	-	-
<i>Total Summary by Major Account</i>	9,813,034	11,198,500	10,348,248	11,575,300
<i>Funding Allocation</i>				
Sewer Allocation 49%	4,808,387	5,487,200	5,070,700	5,672,000
Water Allocation 51%	5,004,648	5,711,300	5,277,548	5,903,300
<i>Total Funding Allocation</i>	9,813,034	11,198,500	10,348,248	11,575,300
<i>Authorized Positions</i>				
Administration	2	2	2	2
Facilities and Electronic Maintenance	32	32	32	35
Central Equipment Maintenance	17	17	17	18
Inventory	7	7	7	8
<i>Total Authorized Positions</i>	58	58	58	63

Administration**Description**

The Manager of Maintenance is responsible for the planning and scheduling for the preventive maintenance for, as well as the repair of, equipment, vehicles and District-wide structures. The Maintenance Administration unit is staffed by the Manager of Maintenance and an Administrative Assistant.

Budget Commentary

The Maintenance, Administration budget for 2016 is \$244,600. This is down \$6,300 or 2.6% from the expenditure level adopted for 2015.

Payroll: \$11,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.

Operations: (\$5,100)

- Expenses are expected to be in line with 2016 activities.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	225,275	225,200	224,418	236,600
501201	Overtime	2,646	2,000	2,579	2,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,050	1,100	1,100	1,100
	Total Payroll	228,971	228,300	228,097	239,700
<i>Operations</i>					
502026	Clothing Apparel	300	300	-	300
502001	Advertising	-	-	300	-
502270	Seminars & Conventions	5,964	5,900	5,900	2,000
502271	Dues-Professional Associations	1,219	800	800	800
502272	Books & Subscriptions	471	1,500	1,500	900
502274	Meeting Expenses	558	1,500	1,500	900
502296	Consulting Services	8,205	-	1,015	-
	Total Operations	16,717	10,000	11,015	4,900
	Total Expenditure Classification	245,688	238,300	239,112	244,600
<u>Funding Allocation</u>					
	Sewer Allocation 49%	120,387	116,800	117,200	119,900
	Water Allocation 51%	125,301	121,500	121,912	124,700
	Total Funding Allocation	245,688	238,300	239,112	244,600
<u>Authorized Positions</u>					
	Administrative Assistant	1	1	1	1
	Manager of Plant Maintenance	1	1	1	1
	Total Authorized Positions	2	2	2	2

Facilities & Electronic Maintenance

Description

The Facilities and Electronic Maintenance sub-activity is responsible for the operation and maintenance of 17 water pump stations, 71 wastewater pump stations, 7 storage tanks, 3 standpipes, and 3 distribution reservoirs. Other responsibilities include: maintaining and repairing machinery equipment and process systems at the District's water and wastewater treatment facilities; fabrication and machining of materials and parts needed to carry out repairs; and maintenance and updating of electrical system services and equipment on a District-wide basis.

Facilities and Electronic Maintenance is also responsible for major repairs and maintenance associated with the structures and facilities at the District's water and wastewater treatment plants, Headquarters, and other structures of the District (excluding the water supply facilities). Duties include repairing windows, walls, doors, roofs, floors, office renovation, and yearly inspections of all District facilities as part of long-range planning responsibilities.

This sub-activity also handles the repair, maintenance and updating of all electronic systems, devices and equipment located at plants, pump stations and other structures of the District, as well as the maintenance of communication equipment and the District's radio-based pump station alarm system.

Budget Commentary

The Facilities and Electronic Maintenance budget of \$5,080,900 is up \$70,600 or 1.4% from the expenditure level adopted for 2015.

Payroll: \$288,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. 4 positions transferred from Water Treatment Facilities Grounds Maintenance (5026020), 1 Electrician position eliminated and the delayed hiring of 2 positions.

Operations: (\$190,000)

- A decrease in various allotments is based on historical spend.

Maintenance: (\$28,100)

- A decrease in *Maintenance* expenses is based on 2015 spending levels.

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	2,370,486	2,543,700	2,230,344	2,835,100
501201	Overtime	599,357	520,000	500,000	520,000
501301	Temporary Help	8,920	-	-	-
501401	Standby & Premium Pay	8,860	32,500	26,685	30,000
501601	Longevity Pay	5,025	5,800	5,800	5,600
	Total Payroll	2,992,648	3,102,000	2,762,829	3,390,700
	<i>Operations</i>				
502011	Meal Allowances	1,120	5,300	3,133	5,000
502016	Police Services	-	6,000	-	-
502017	Postage	-	5,000	-	-
502022	Salt & Sand Ice Control	17,606	21,000	9,900	23,000
502026	Clothing & Apparel	24,967	27,400	26,803	27,400
502061	Materials from Stock	90,152	85,000	98,255	80,000
502103	Electrical Supplies	6,638	14,000	9,144	11,000
502104	Janitorial Supplies	2,415	4,000	552	3,000
502107	Office Supplies and Expense	6,027	5,100	13,796	4,000
502111	Small Tools	23,477	15,000	26,412	13,000
502112	Communication Equipment & Supplies	15,146	17,000	11,455	15,000
502119	Oil Spill Supplies	600	500	38	400
502138	Safety Equipment	13,233	10,000	21,017	9,000
502164	Weed Control Chemicals	-	5,000	-	3,000
502166	Odor Control Chemicals	1,817	3,000	-	2,000
502184	Custodial Services	35,803	45,800	12,759	-
502188	Refuse Collection	-	5,000	-	4,000
502190	Security	8,917	10,000	12,348	10,000
502203	Ground Care	16,845	16,800	32,321	25,000
502207	Tool & Work Equipment	8,844	4,200	251	4,200
502213	Fuel for Heating	39,899	150,000	26,606	100,000
502255	Blueprints, Maps, & Charts	351	2,000	-	-
502319	Equipment Rental	-	50,000	20,382	25,000
502350	Electricity	661,215	945,900	696,301	900,000
502416	Computer Equipment & Supplies	3,884	9,000	13,495	8,000
	Total Operations	978,957	1,462,000	1,034,968	1,272,000
	<i>Maintenance</i>				
503101	Land	-	1,200	-	1,200
503138	Safety Equipment	5,019	12,500	20,627	10,000
503201	Communication Equipment	21,544	27,000	40,334	25,000
503205	Pump Station Equipment	47,314	108,000	103,040	100,000
503207	Tool & Work Equipment	10,550	19,000	24,006	17,000
503217	Infrastructure Software	67,767	67,100	100,643	65,000
503301	Building Maintenance	30,751	137,000	111,801	135,000
503307	Pump Stations	14,527	32,500	1,715	30,000
503312	Reservoir Structures	717	13,000	5,375	10,000
503313	Service Roads	11,975	18,000	1,425	15,000
503316	Dist Reservoir Standpipes Storage Tank	-	11,000	10,425	10,000
	Total Maintenance	210,164	446,300	419,391	418,200
	Total Expenditure Classification	4,181,768	5,010,300	4,217,188	5,080,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	2,049,066	2,455,000	2,066,400	2,489,600
	Water Allocation 51%	2,132,702	2,555,300	2,150,788	2,591,300
	Total Funding Allocation	4,181,768	5,010,300	4,217,188	5,080,900

Facilities & Electronic Maintenance

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Building and Grounds Maintainer	-	-	-	3
Carpenter	1	1	1	1
Electrician		-	-	1
Electrician 2	5	5	5	3
Elctrc/Elctrn Maint. Supervisor	1	1	1	1
Electronic Technician 1	-	-	-	1
Electronic Technician 2	6	6	6	5
Facility Maintenance Supervisor		-	-	1
Machinist/Maint. Mechanic 2	1	1	1	2
Maintenance Mechanic	5	5	5	5
Park & Grounds Maintainer 1	1	1	1	1
Plant Maintainer	3	3	3	3
Plant Maintenance Supervisor	1	1	1	2
Plumber	1	1	1	1
Pump Station Maint. Supervisor	1	1	1	1
Sr. Electronic Technician	2	2	2	2
Senior Maintenance Mechanic	1	1	1	1
WS Maintainer 2	1	1	1	1
WS Maintainer 3	1	1	1	-
WS Maint Supervisor	1	1	1	-
<i>Total Authorized Positions</i>	32	32	32	35

Administrative Facilities Maintenance**Description**

The Administrative Facilities Maintenance program addresses all maintenance and repair tasks associated with the District's Headquarters Building at 555 Main Street as well as 125 Maxim Road, 60 Murphy Road and 235 Brainard Road, Hartford. The unit's responsibilities include operation and maintenance of the building's heating, ventilation and air conditioning systems; building and grounds maintenance; electrical and plumbing maintenance, custodial services, security services and interior renovations and painting.

Budget Commentary

The \$1,554,200 budget for the Administrative Facilities for 2016 is up \$13,500 or 0.9% higher from the expenditure level adopted for 2015.

Operations: \$13,500

- *Custodial Service* expenses are anticipated to increase due to the consolidation of services from districtwide.

Maintenance: \$0

- No changes are anticipated.

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
502013	Permits	177	-	-	-
502022	Salt & Sand Ice Control	-	1,500	-	-
502061	Materials from Stock	23,296	6,000	8,144	6,000
502103	Electrical Supplies	13,514	10,500	1,302	10,500
502104	Janitorial Supplies	13,577	12,500	9,958	12,500
502184	Custodial Services	159,533	300,000	308,831	315,000
502185	Heating Ventilating & Air Conditioning	43,189	54,000	42,064	54,000
502188	Refuse Collection	31,298	52,900	35,851	52,900
502190	Security	6,226	6,700	8,174	6,700
502204	Household Hazardous Waste Disposal	68	-	-	-
502213	Fuel for Heating	122,865	239,600	150,963	239,600
502255	Blueprints, Maps, & Charts	2,795	-	-	-
502304	Pest Control Services	7,775	10,600	2,669	10,600
502350	Electricity	318,750	455,900	309,191	455,900
502351	Heating & Air Conditioning	152,183	190,500	139,985	190,500
	<i>Total Operations</i>	895,244	1,340,700	1,017,130	1,354,200
	<i>Maintenance</i>				
503301	Building Maintenance	284,206	200,000	432,809	200,000
	<i>Total Maintenance</i>	284,206	200,000	432,809	200,000
	<i>Capital Outlay</i>				
504203	Office Furniture & Equipment	5,367	-	-	-
	<i>Total Capital Outlay</i>	5,367	-	-	-
	<i>Total Expenditure Classification</i>	1,184,816	1,540,700	1,449,939	1,554,200
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	580,560	754,900	710,500	761,600
	Water Allocation 51%	604,256	785,800	739,439	792,600
	<i>Total Funding Allocation</i>	1,184,816	1,540,700	1,449,939	1,554,200

Central Equipment Maintenance**Description**

Central Equipment Maintenance (CEM) is responsible for fleet repair and maintenance, repair and maintenance of various stationary engines located in plants and pump stations, and engine-driven, pneumatic, hydraulic, and electrical tools and equipment used throughout the District. CEM also supports other functions and activities through its welding/fabricating shop, both in the shop and at remote locations. In addition, CEM is responsible for the operation, maintenance, repair and housekeeping of the Vehicle Maintenance Facility (VMF) at 50 Murphy Road, Hartford.

Budget Commentary

The Central Equipment Maintenance budget for 2016 is \$4,029,300, which is above the 2015 approved level by \$201,700 or 5.3%.

Payroll: \$137,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.

Operations: \$64,000

- *Consultant Services* increase due to lease of vehicle equipment.
- *Diesel Fuel* expenses are expected to be lower in 2016 based on contractual obligations..
- *Dues-Professional Associations* will decrease to be in line with 2015 spending.

Maintenance: \$0

- No changes are anticipated.

Central Equipment Maintenance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,353,933	1,376,100	1,336,852	1,513,800
501201	Overtime	50,920	80,000	74,987	80,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	365	800	388	800
501601	Longevity Pay	2,450	2,400	2,400	2,400
	<i>Total Payroll</i>	1,407,668	1,459,300	1,414,626	1,597,000
	<i>Operations</i>				
502011	Meal Allowances	-	300	15	300
502013	Permits	1,400	2,500	450	2,500
502026	Clothing & Apparel	10,132	16,000	7,713	16,000
502032	Inventory Adjustments	(5,908)	-	-	-
502061	Materials From Stock	276,498	200,000	336,139	200,000
502103	Electrical Supplies	2,604	3,300	2,811	3,300
502104	Janitorial Supplies	2,736	1,000	999	1,000
502107	Office Supplies & Expenses	2,926	3,000	985	3,000
502111	Small Tools	8,996	18,000	4,773	18,000
502138	Safety Equipment	9,534	25,000	7,148	25,000
502167	Wash-Bay Chemicals	32,721	36,500	41,181	36,500
502184	Custodial Services	11,295	-	-	-
502188	Refuse Collection	9,699	12,000	6,848	12,000
502190	Security	3,414	6,000	4,822	6,000
502210	Propane Gas	6,041	10,000	1,623	10,000
502213	Fuel for Heating	18,062	30,000	16,894	30,000
502214	Gasoline	437,091	638,400	450,000	590,000
502216	Diesel Fuel	517,200	623,100	550,000	600,000
502271	Dues-Professional Associations	996	1,000	1,197	1,000
502274	Meeting Expense	-	1,000	-	1,000
502296	Consultant Services	3,900	4,500	10,350	140,000
502319	Equipment Rental	8,675	5,000	11,968	5,000
502350	Electricity	52,392	69,400	54,691	69,400
502352	Natural Gas	13,172	12,300	27,470	12,300
	<i>Total Operations</i>	1,423,575	1,718,300	1,538,077	1,782,300
	<i>Maintenance</i>				
503204	Power Operated Equipment	144,646	180,000	110,042	180,000
503207	Tool & Work Equipment	129,769	120,000	100,000	120,000
503208	Transportation Equipment	422,518	280,000	497,271	280,000
503211	Stationary Power Equipment	16,778	20,000	43,680	20,000
503301	Building Maintenance	44,179	50,000	44,291	50,000
	<i>Total Maintenance</i>	757,889	650,000	795,284	650,000
	<i>Total Expenditure Classification</i>	3,589,132	3,827,600	3,747,988	4,029,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	1,758,675	1,875,500	1,836,500	1,974,400
	Water Allocation 51%	1,830,457	1,952,100	1,911,488	2,054,900
	<i>Total Funding Allocation</i>	3,589,132	3,827,600	3,747,988	4,029,300

Central Equipment Maintenance

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Administrative Assistant	1	1	1	1
Equipment Fabricator	1	1	1	1
Power Equipment Mechanic	1	1	1	1
Vehicle and Equip. Body Mechanic	1	1	1	1
Vehicle and Equip. Mechanic	-	-	-	1
Vehicle and Equip. Maint. Supt.	1	1	1	1
Vehicle and Equipment Mechanic 2	6	6	6	6
Vehicle and Equip. Rep. Crew Leader	5	5	5	5
Vehicle and Equip. Repair Supervisor	1	1	1	1
<i>Total Authorized Positions</i>	17	17	17	18

Inventory**Description**

The Inventory department is responsible for managing the sewer and water inventories, which includes spare parts, miscellaneous materials and capital spare parts.

Budget Commentary

The Inventory budget for 2016 is \$666,300, which is up \$84,700 or 14.6% higher than the 2015 approved level.

Payroll: \$87,500

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. A Stock Services Superintendent was transferred from Hartford Water Pollution Control (4022010).
- *Standby & Premium Pay* has decreased due to anticipated usage.

Operations: (\$2,800)

- Various allotments have been decreased based upon historical spending levels.

Inventory

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	435,121	501,800	510,631	596,600
501201	Overtime	161,803	50,000	170,810	50,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	2,513	13,300	4,082	6,000
501601	Longevity Pay	825	800	800	800
	Total Payroll	600,263	565,900	686,324	653,400
	<i>Operations</i>				
502011	Meal Allowances	2,940	3,000	2,430	3,000
502017	Postage	3,937	7,000	1,781	5,000
502026	Clothing & Apparel	2,267	4,200	2,439	4,200
502107	Office Supplies & Expenses	1,759	1,000	916	700
502111	Small Tools	465	500	130	-
	Total Operations	11,368	15,700	7,697	12,900
	Total Expenditure Classification	611,631	581,600	694,020	666,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	299,699	285,000	340,100	326,500
	Water Allocation 51%	311,932	296,600	353,920	339,800
	Total Funding Allocation	611,631	581,600	694,020	666,300
	<i>Authorized Positions</i>				
	Inventory Stock Clerk	1	1	1	2
	Stock Svcs Crew Leader	1	1	1	1
	Stock Services Supervisor	2	2	2	1
	Stock Services Superintendent		-	-	1
	Stock Specialist	1	1	1	1
	Yard Stock Specialist 1	1	1	1	1
	Yard Stock Specialist 2	1	1	1	1
	Total Authorized Positions	7	7	7	8

Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

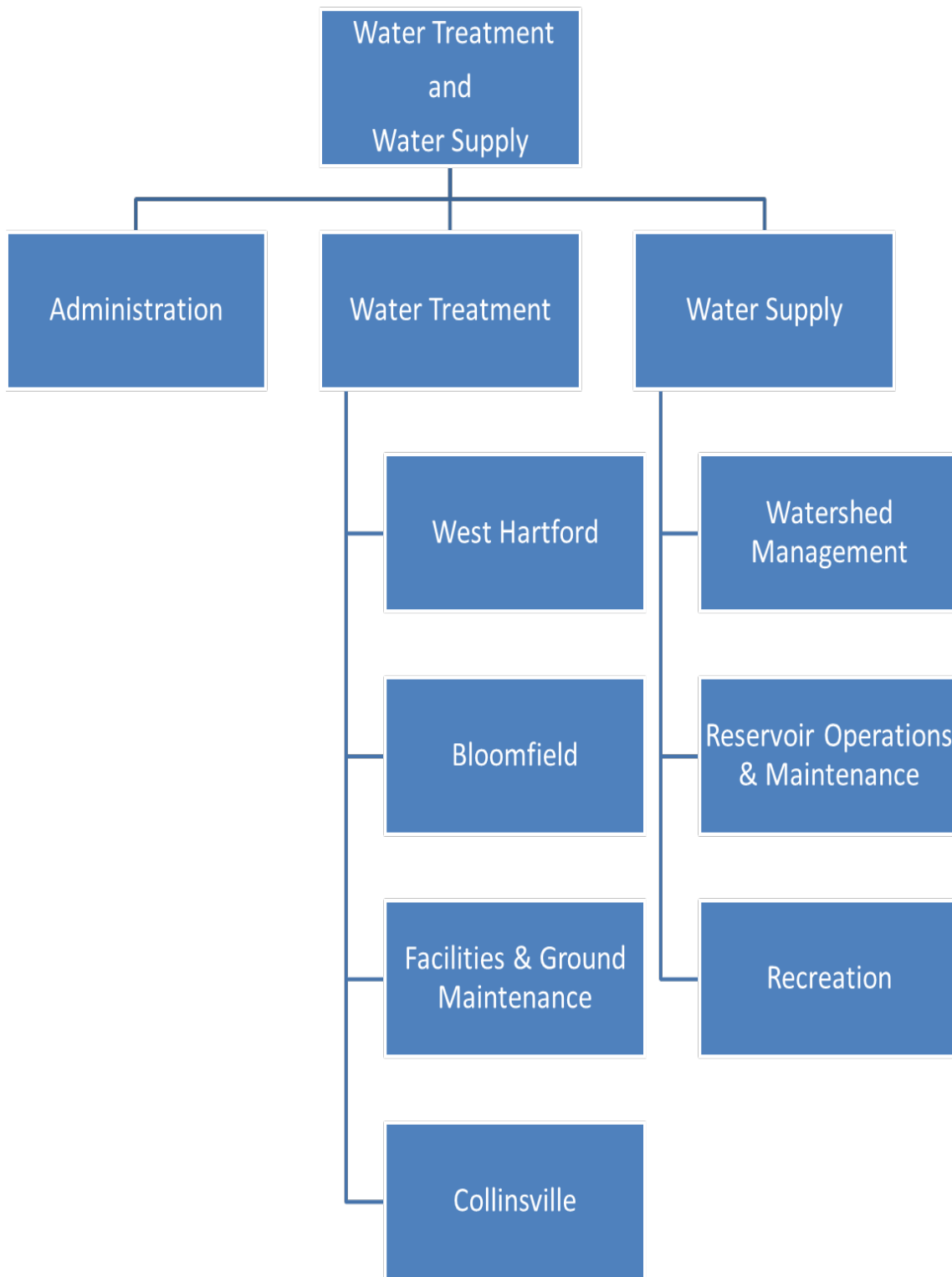
Collinsville

Water Supply

Watershed Maintenance

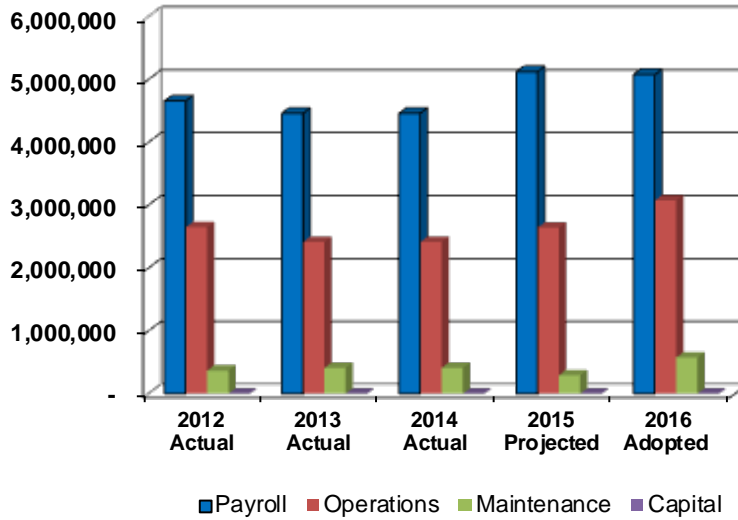
Reservoir Operations & Maintenance

Recreation

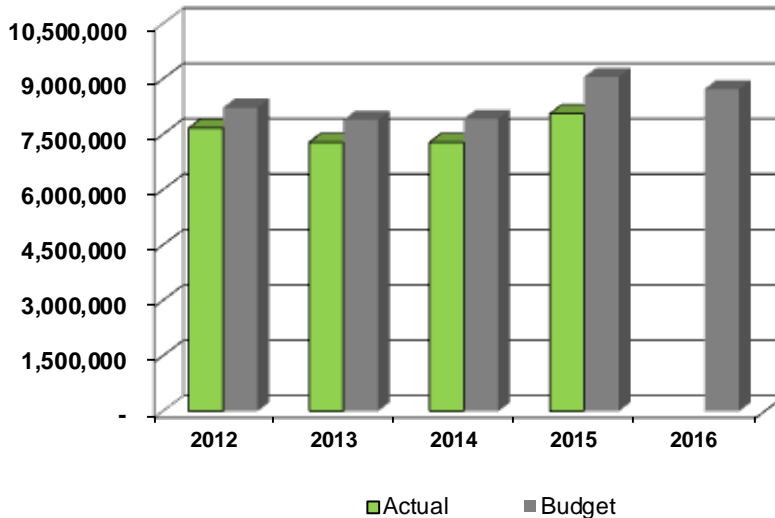


Water Treatment & Supply

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	4,656,636	4,459,720	4,459,720	5,122,448	5,077,600
Operations	2,647,156	2,413,126	2,413,126	2,640,910	3,071,800
Maintenance	367,171	409,849	409,849	292,874	575,000
Capital	-	-	-	-	-
Total	7,670,964	7,282,694	7,282,694	8,056,233	8,724,400



	2012	2013	2014	2015	2016
Actual	7,670,964	7,282,694	7,282,694	8,056,233	
Budget	8,220,400	7,888,100	7,920,400	9,051,800	8,724,400
Variance	(549,436)	(605,406)	(637,706)	(995,567)	

Water Treatment & Supply

Summary

Description

The Water Treatment and Supply Department is responsible for the management, treatment and transmission of the District's water supplies, and for associated programs related to the District's role as a regional water utility.

The Department, which is headed by the Manager of Water Treatment, comprises of the following activities: Water Treatment, which includes the West Hartford, Bloomfield and Collinsville Water Treatment Facilities; and Supply, which includes the Watershed Management, Reservoir Operation and Maintenance and Recreation activities.

Budget Commentary

The Water Treatment and Supply department budget for 2016 is \$8,724,400, down \$327,400 or 3.6 % below the 2015 appropriation. The Water Treatment Administration and Water Supply Administration departments were consolidated under one Administration department in 2015. Budget details pertaining to the Water Treatment and Supply activities follow.

Water Treatment and Supply

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>Summary by Activity</u>				
Administration	547,919	-	-	-
Administration	-	707,600	580,709	614,800
West Hartford	2,746,071	2,870,000	2,584,265	2,917,900
Bloomfield	1,355,268	1,582,800	1,408,465	1,649,100
Facilities & Ground Maintenance	-	596,100	636,993	494,800
Collinsville	94,837	139,900	127,738	134,500
Watershed Maintenance	485,252	662,700	528,649	609,400
Reservoir Operations & Maintenance	1,999,313	2,402,700	2,132,111	2,213,900
Recreation	54,035	90,000	57,303	90,000
Total Summary by Activity	7,282,694	9,051,800	8,056,233	8,724,400
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	3,917,044	4,641,600	4,368,532	4,402,500
Overtime	495,114	616,700	661,944	577,700
Temporary Help	12,406	46,000	41,601	46,000
Standby & Premium Pay	28,418	47,000	42,352	42,800
Longevity Pay	6,738	8,200	8,019	8,600
Total Payroll	4,459,720	5,359,500	5,122,448	5,077,600
Operations	2,413,126	3,176,000	2,640,910	3,071,800
Maintenance	409,849	516,300	292,874	575,000
Total Summary by Major Account	7,282,694	9,051,800	8,056,233	8,724,400
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	7,282,694	9,051,800	8,056,233	8,724,400
Total Funding Allocation	7,282,694	9,051,800	8,056,233	8,724,400
<u>Authorized Positions</u>				
Administration	6	6	6	5
West Hartford	17	17	17	17
Bloomfield	8	8	8	9
Facilities & Ground Maintenance	7	7	7	6
Watershed Management	6	6	6	5
Reservoir Operations & Maintenance	17	17	17	16
Total Authorized Positions	61	61	61	58

Administration**Description**

The Administration activity is responsible for the overall administration and management of the Water Treatment and Water Supply department. The Manager of Water Treatment heads the Administration unit with support from Assistant Managers and administrative staff.

Budget Commentary

The 2016 Water Treatment and Supply Administration budget for is \$614,800 which is transferred from Water Treatment Administration (5021020) and Water Supply Administration (5031020)

Payroll:

- The budget reflects the transfer of the Water Treatment Supervisor position to Bloomfield (5023020).

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	656,200	558,669	572,400
501201	Overtime	-	9,900	2,521	4,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	300	-	300
501601	Longevity Pay	-	2,200	2,200	2,200
	Total Payroll	-	668,600	563,390	578,900
	<i>Operations</i>				
502011	Meal Allowances	-	2,000	-	-
502013	Permits	-	2,000	1,410	2,000
502026	Clothing & Apparel	-	1,200	900	1,200
502027	Vehicle Mileage Allowance	-	500	-	500
502049	Licenses and Registration	-	1,800	428	1,800
502104	Janitorial Services	-	2,500	-	2,500
502107	Office Supplies and Expenses	-	8,000	7,124	8,000
502190	Security	-	1,000	-	1,000
502270	Seminars & Conventions	-	6,300	4,407	6,300
502271	Dues-Professional Associations	-	2,600	1,956	1,500
502272	Books & Subscriptions	-	500	345	500
502274	Meeting Expenses	-	600	749	600
	Total Operations	-	39,000	17,319	35,900
	Total Expenditure Classification	-	707,600	580,709	614,800
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	-	707,600	580,709	614,800
	Total Funding Allocation	-	707,600	580,709	614,800
	<i>Authorized Positions</i>				
	Administrative Assistant	1	1	1	1
	Asst. Manager of WT	2	2	2	2
	Manager of Water Treatment	1	1	1	1
	Senior Clerk	1	1	1	1
	WT Plant Superintendent	1	1	1	-
	Total Authorized Positions	6	6	6	5

Water Treatment - Administration**Description**

Headed by the Manager of Water Treatment, the Water Treatment Administration unit is responsible for managing operations associated with the purification and treatment of drinking water at the West Hartford and Bloomfield (Reservoir No. 6) and Collinsville facilities.

Budget Commentary

The Water Treatment Administration budget was transferred to Water Treatment and Supply – Administration (5010020) budget in 2015. The following information has been provided for information purposes only.

Water Treatment - Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	329,184	-	-	-
501201	Overtime	5,235	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	70	-	-	-
501601	Longevity Pay	1,463	-	-	-
	Total Payroll	335,951	-	-	-
	<i>Operations</i>				
502011	Meal Allowances	-	-	-	-
502013	Permits	-	-	-	-
502026	Clothing & Apparel	625	-	-	-
502027	Mileage Reimbursement	-	-	-	-
502028	Property Taxes	-	-	-	-
502049	Licenses and Registration	368	-	-	-
502104	Janitorial Supplies	-	-	-	-
502107	Office Supplies and Expenses	3,480	-	-	-
502112	Communication Equipment & Supply	-	-	-	-
502137	Fire Equipment	-	-	-	-
502190	Security	-	-	-	-
502251	Printed Forms	-	-	-	-
502270	Seminars & Conventions	3,650	-	-	-
502271	Dues-Professional Associations	1,050	-	-	-
502272	Books & Subscriptions	373	-	-	-
502274	Meeting Expenses	378	-	-	-
502287	Outside Services	9,850	-	-	-
502296	Consultant Services	-	-	-	-
502319	Equipment Rental	-	-	-	-
502353	Telephone Voice & Data	-	-	-	-
	Total Operations	19,774	-	-	-
	<i>Maintenance</i>				
503101	Land	-	-	-	-
503203	Office Furniture & Equipment	-	-	-	-
	Total Maintenance	-	-	-	-
	<i>Capital Outlay</i>				
504203	Office Furniture & Equipment	-	-	-	-
	Total Capital	-	-	-	-
	Total Expenditure Classification	355,725	-	-	-
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	355,725	-	-	-
	Total Funding Allocation	355,725	-	-	-

Water Treatment - West Hartford

Description

The Water Treatment, West Hartford, sub-activity is responsible for the West Hartford Treatment Facility, an operation that involves the daily treatment of more than 40 million gallons of water; the washing and maintenance of slow sand filter beds, and the maintenance of treatment equipment.

Budget Commentary

The West Hartford Water Treatment budget for 2016 is \$2,917,900. This is an increase of \$47,900 or 1.7% above the 2015 approved appropriation.

Payroll: \$23,900

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime, Standby & Premium Pay and Longevity Pay* expenses are expected to be higher in 2016.

Operations: \$1,000

- *Water Treatment Chemicals* are expected to increase due to commodity price fluctuations.
- A decrease in various allotments is based on historical spending levels.

Maintenance: \$0

- No expected change in 2016 budget.

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	1,194,853	1,201,100	1,070,913	1,223,400
501201	Overtime	175,148	194,800	221,167	195,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	20,467	20,000	19,465	21,000
501601	Longevity Pay	1,575	1,600	1,600	2,000
	<i>Total Payroll</i>	<i>1,392,043</i>	<i>1,417,500</i>	<i>1,313,146</i>	<i>1,441,400</i>
<i>Operations</i>					
502011	Meal Allowances	220	-	945	500
502026	Clothing & Apparel	4,763	7,500	6,271	7,500
502061	Material from Stock	1,543	2,500	5,142	3,500
502102	Bedwash Supplies	24,655	35,000	29,463	35,000
502103	Electrical Supplies	2,898	3,000	-	3,000
502104	Janitorial Supplies	4,656	5,000	1,164	3,500
502111	Small Tools	3,989	5,000	7,095	4,000
502119	Oil Spill Supplies	1,780	2,000	-	2,000
502138	Safety Equipment	3,291	4,000	2,124	4,000
502150	Water Treatment Chemicals	681,767	712,000	626,832	718,000
502184	Custodial Services	20,282	23,500	2,539	22,000
502188	Refuse Collection	4,287	8,000	5,261	5,500
502213	Fuel for Heating	69,372	85,000	64,557	85,000
502216	Diesel Fuel	1,471	1,500	-	1,500
502255	Blueprints, Maps, & Charts	1,495	1,000	-	1,000
502287	Outside Services	222,377	208,000	226,597	231,000
502319	Equipment Rental	-	1,000	-	1,000
502350	Electricity	183,338	216,000	229,249	216,000
	<i>Total Operations</i>	<i>1,232,184</i>	<i>1,320,000</i>	<i>1,207,238</i>	<i>1,344,000</i>
<i>Maintenance</i>					
503138	Safety Equipment	480	500	-	500
503204	Power Operated Equipment	400	-	-	-
503205	Pump Station Equipment	-	2,000	43	2,000
503207	Tool & Work Equipment	5,009	5,000	6,752	5,000
503209	Treatment Equipment	50,120	55,000	17,444	55,000
503301	Building Maintenance	9,517	10,000	6,590	10,000
503310	Treatment Structures	56,318	60,000	33,051	60,000
	<i>Total Maintenance</i>	<i>121,845</i>	<i>132,500</i>	<i>63,881</i>	<i>132,500</i>
	<i>Total Expenditure Classification</i>	<i>2,746,071</i>	<i>2,870,000</i>	<i>2,584,265</i>	<i>2,917,900</i>
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,746,071	2,870,000	2,584,265	2,917,900
	<i>Total Funding Allocation</i>	<i>2,746,071</i>	<i>2,870,000</i>	<i>2,584,265</i>	<i>2,917,900</i>

Water Treatment - West Hartford

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Construction and Repair Specialist	1	1	1	1
Sand Reconditioning Crew Leader	-	-	-	-
Water Filter Bed Maintainer	1	1	1	1
Water Filter Bed Maint. Crew Leader	1	1	1	1
Water Treatment Plant Crew Leader	4	4	4	4
Water Treatment Plant Operator	7	7	7	7
Water Treatment Plant Shift Supv.	2	2	2	2
Water Treatment Plant Supervisor	1	1	1	1
<i>Total Authorized Positions</i>	17	17	17	17

Water Treatment - Bloomfield**Description**

The Water Treatment, Bloomfield, sub-activity is responsible for the operation of the Bloomfield (Reservoir No. 6) Water Treatment Facility. This operation includes the daily treatment of more than 15 million gallons of water, backwashing and maintenance of rapid sand filter beds, equipment and other structures.

Budget Commentary

The 2016 budget for Bloomfield Water Treatment totals \$1,649,100, which is a \$66,300 or 4.2% increase from the 2015 approved level.

Payroll: \$102,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of the Water Treatment Plant Supervisor from Water Treatment and Supply Administrator (5010020).
- *Overtime* expenses are expected to be higher in 2016.

Operations: (\$35,400)

- A decrease in *Water Treatments Chemicals* is expected to align with historical spending levels.

Maintenance: (\$1,000)

- *Safety Equipment* will decrease to reflect 2016 anticipated activities.

Water Treatment and Supply

5023020

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	589,164	591,100	604,381	695,300
501201	Overtime	120,796	92,300	90,172	105,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	7,011	23,000	8,407	8,800
501601	Longevity Pay	600	800	800	800
	Total Payroll	717,571	707,200	703,760	809,900
<i>Operations</i>					
502011	Meal Allowances	160	300	-	300
502026	Clothing & Apparel	2,407	3,500	2,178	3,500
502061	Material from Stock	1,164	3,500	-	3,500
502103	Electrical Supplies	2,189	2,400	746	2,400
502104	Janitorial Supplies	2,025	3,000	3,081	3,000
502111	Small Tools	1,002	2,500	78	2,500
502138	Safety Equipment	765	2,000	1,746	2,000
502150	Water Treatment Chemicals	356,614	501,600	400,156	466,000
502184	Custodial Services	20,784	23,000	-	23,000
502188	Refuse Collection	2,906	3,800	2,834	3,800
502191	Sludge Removal	-	4,000	-	2,000
502213	Fuel for Heating	35,065	41,100	49,850	39,000
502215	Oil & Lubricant	484	500	309	500
502255	Blueprints, Maps, & Charts	-	200	-	200
502287	Outside Services	-	16,000	16,304	18,500
502319	Equipment Rental	-	1,000	-	1,000
502350	Electricity	134,197	176,200	180,874	178,000
	Total Operations	559,762	784,600	658,156	749,200
<i>Maintenance</i>					
503138	Safety Equipment	2,314	4,000	1,671	3,000
503207	Tool & Work Equipment	1,406	2,000	467	2,000
503209	Treatment Equipment	45,199	45,000	27,862	45,000
503301	Building Maintenance	3,943	5,000	5,835	5,000
503310	Treatment Structures	25,074	35,000	10,713	35,000
	Total Maintenance	77,935	91,000	46,548	90,000
	Total Expenditure Classification	1,355,268	1,582,800	1,408,465	1,649,100
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,355,268	1,582,800	1,408,465	1,649,100
	Total Funding Allocation	1,355,268	1,582,800	1,408,465	1,649,100
<i>Authorized Positions</i>					
	WT Plant Crew Leader	3	3	3	3
	WT Plant Operator	4	4	4	4
	WT Plant Shift Supervisor	1	1	1	1
	WT Plant Superintendent	-	-	-	1
	Total Authorized Positions	8	8	8	9

Water Treatment - Facilities & Grounds Maintenance

Description

The Water Treatment Facilities & Grounds Maintenance sub-activity is responsible for the lands adjacent to the watershed areas (including roads and grounds) associated with the series of reservoirs in West Hartford and Bloomfield.

Budget Commentary

The Water Treatment Facilities & Grounds Maintenance budget for 2016 is \$494,800 or a 17.0% decrease over the adopted level for 2015.

Payroll: (\$198,400)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of 3 positions from Riverfront Park Systems (8310020) offset by 4 positions were transferred to Maintenance – Facilities & Electronic Maintenance (4042015) and.
- *Overtime* expenses are expected to be lower in 2016.

Operations: \$37,400

- Various allotments have been established in support of this cost center.

Maintenance: \$59,700

- Various allotments have been established in support of this cost center.

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	486,800	511,648	354,400
501201	Overtime	-	107,000	109,391	40,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	13,050	1,000
501601	Longevity Pay	-	800	619	800
	<i>Total Payroll</i>	-	594,600	634,708	396,200
	<i>Operations</i>				
502011	Meal Allowances	-	-	500	500
502022	Salt & Sand Ice Control	-	-	-	15,000
502026	Clothing & Apparel	-	1,000	1,785	2,500
502111	Small Tools	-	500	-	2,500
502119	Oil Spill Supplies	-	-	-	400
502138	Safety Equipment	-	-	-	2,000
502207	Tool & Work Equipment	-	-	-	4,000
502287	Outside Services	-	-	-	12,000
	<i>Total Operations</i>	-	1,500	2,285	38,900
	<i>Maintenance</i>				
503101	Land	-	-	-	15,000
503138	Safety Equipment	-	-	-	700
503207	Tool & Work Equipment	-	-	-	4,000
503301	Building Maintenance	-	-	-	10,000
503312	Reservoir Structures	-	-	-	15,000
503313	Service Roads	-	-	-	15,000
	<i>Total Maintenance</i>	-	-	-	59,700
	<i>Total Expenditure Classification</i>	-	596,100	636,993	494,800
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	-	596,100	636,993	494,800
	<i>Total Funding Allocation</i>	-	596,100	636,993	494,800
	<i>Authorized Positions</i>				
	Bldg & Grounds Maint. Supervisor	-	-	-	1
	Bldg & Grounds Maintainer	2	2	2	4
	Custodian	1	1	1	-
	Electrician 2	1	1	1	-
	Machinist/Maintenance Mech 2	1	1	1	-
	Park & Grounds Maint 1	1	1	1	1
	Plant Maint Supervisor	1	1	1	-
	<i>Total Authorized Positions</i>	7	7	7	6

Water Treatment - Collinsville**Description**

The Water Treatment, Collinsville sub-activity, is responsible for the treatment of approximately 460,000 gallons per day of water that is provided to the Connecticut Water Company's Collinsville division pursuant to an agreement. The operation includes treatment of water, backwashing and maintenance of the filtration system and maintenance of the treatment equipment and building structure.

Budget Commentary

The 2016 budget for Water Treatment, Collinsville is \$134,500 which is \$5,400 or 3.9% lower than the 2015 adopted level.

Operations: (\$5,400)

- Expenses for *Electricity and Fuel for Heating* are expected to decrease to be in line with 2015 projected expenses.

Maintenance: \$0

- There are no changes anticipated for 2016.

Water Treatment and Supply

5027020

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
502061	Materials from Stock	-	-	-	-
502111	Small Tools	-	700	665	700
502137	Fire Equipment	314	600	-	600
502150	Water Treatment Chemicals	14,439	21,500	21,924	21,000
502191	Sludge Removal	2,554	3,500	-	3,500
502213	Fuel for Heating	15,708	21,000	18,046	18,600
502287	Outside Services	-	4,400	1,237	4,400
502350	Electricity	51,733	69,500	63,760	67,000
	<i>Total Operations</i>	85,378	121,900	105,633	116,500
	<i>Maintenance</i>				
503209	Treatment Equipment	7,855	13,000	21,641	13,000
503301	Building Maintenance	40	2,000	67	2,000
503310	Treatment Structures	1,563	3,000	398	3,000
	<i>Total Maintenance</i>	9,459	18,000	22,105	18,000
	<i>Total Expenditure Classification</i>	94,837	139,900	127,738	134,500
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	94,837	139,900	127,738	134,500
	<i>Total Funding Allocation</i>	94,837	139,900	127,738	134,500

Water Supply - Administration**Description**

The Water Supply Administration Activity headed by the Manager of Water Supply, is responsible for the overall management of the department's major activities: Watershed Management, Reservoir Operations and Recreation. Administration is responsible for regulatory compliance with state and federal agencies including the Federal Energy Regulatory Commission.

Budget Commentary

The Water Supply Administration budget was transferred to Water Treatment and Supply – Administration (5010020) budget 2015. The following information has been provided for information purposes only.

Water Supply Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	181,473	-	-	-
501201	Overtime	660	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	400	-	-	-
	<i>Total Payroll</i>	182,533	-	-	-
	<i>Operations</i>				
502013	Permits	1,410	-	-	-
502026	Clothing & Apparel	300	-	-	-
502104	Janitorial Supplies	2,496	-	-	-
502107	Office Supplies & Expenses	4,017	-	-	-
502270	Seminars and Conventions	967	-	-	-
502271	Dues-Professional Associations	106	-	-	-
502287	Outside Services	365	-	-	-
	<i>Total Operations</i>	9,661	-	-	-
	<i>Total Expenditure Classification</i>	192,193	-	-	-
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	192,193	-	-	-
	<i>Total Funding Allocation</i>	192,193	-	-	-
	<i>Authorized Positions</i>				
	Manager of Water Supply	1	-	-	-
	Senior Clerk	1	-	-	-
	<i>Total Authorized Positions</i>	2	-	-	-

Watershed Management

Description

The Watershed Management unit is responsible for protecting the health of the public water supply watershed lands that drain to the MDC's drinking water supplies and managing MDC's land holdings and natural resources, including forests, wildlife, water, and sand and gravel in order to maintain safe and optimum sources of water supply. Duties include developing and implementing sustainable forestry and wildlife management practices on MDC lands, planning and overseeing timber harvesting operations, supervision of contract loggers, implementing erosion and sediment controls, conducting the annual Watershed Inspection Program to prevent potential sources of pollution on non-MDC owned watershed lands, making recommendations for the acquisition of watershed land, overseeing enforcement of environmental laws and regulations to protect water quality, conducting reservoir and stream sampling, and implementing emergency spill response. In addition, personnel conduct various forestry and watershed protection educational programs and projects.

Budget Commentary

The Watershed Management 2016 budget totals \$609,400. This is \$53,300 or 8.0% lower than the budget for the 2015.

Payroll: (\$49,500)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the elimination of the Land Use Coordinator position.

Operations: (\$3,800)

- A decrease in *Outside Services* is based on historical spending levels.

Maintenance: \$0

- No budget changes for 2016.

Watershed Management

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	410,540	488,300	415,156	438,800
501201	Overtime	26,135	33,700	37,805	33,700
501301	Temporary Help	1,656	19,000	21,456	19,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,050	1,200	1,200	1,200
	Total Payroll	439,381	542,200	475,617	492,700
<i>Operations</i>					
502005	Custom Sawing	-	1,500	-	1,500
502011	Meal Allowances	10	-	-	-
502026	Clothing & Apparel	2,568	4,000	2,923	4,000
502049	Licenses and Registration	1,933	2,200	470	2,200
502061	Material from Stock	-	200	-	200
502101	Alloy Chain	-	2,500	79	2,500
502107	Office Supplies & Expense	829	900	575	900
502111	Small Tools	4,110	6,000	4,272	6,000
502115	Computer Software	-	500	-	500
502119	Oil Spill Supplies	1,886	2,300	-	2,300
502203	Ground Care	-	30,000	24,369	30,000
502251	Printed Forms	1,620	1,700	60	1,700
502255	Blueprints, Maps, & Charts	991	1,000	105	1,000
502287	Outside Services	20,325	33,800	7,755	30,000
	Total Operations	34,271	86,600	40,608	82,800
<i>Maintenance</i>					
503101	Land	9,816	30,000	10,516	30,000
503203	Office Furniture & Equipment	585	1,200	1,909	1,200
503207	Tool & Work Equipment	1,199	2,700	-	2,700
	Total Maintenance	11,600	33,900	12,425	33,900
Total Expenditure Classification		485,252	662,700	528,649	609,400
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	485,252	662,700	528,649	609,400
	Total Funding Allocation	485,252	662,700	528,649	609,400
<i>Authorized Positions</i>					
	Forester	1	1	1	1
	Forestry Technician	1	1	1	1
	Land Use Coordinator	1	1	1	-
	Logging Equipment Operator	1	1	1	1
	Natural Resources Administrator	1	1	1	1
	Watershed Inspector	1	1	1	1
	Total Authorized Positions	6	6	6	5

Reservoir Operations & Maintenance

Description

The Reservoir Operations and Maintenance unit operates and maintains water supply reservoirs, dams, raw water transmission pipelines, pump stations and tunnels, service roads, hydroelectric power facilities and recreation facilities. The unit is also responsible for balancing reservoir levels and control of water releases to the Farmington River. The unit performs emergency spill response to protect the reservoirs. The unit maintains District lands and the associated roads, bridges, fences, signs, and performs construction duties as required. The unit provides plumbing, electrical and maintenance support to the Water Treatment Department as needed.

Budget Commentary

The 2016 Reservoir Operations and Maintenance budget of \$2,213,900 is decreasing by \$188,800 or 7.9% below the level adopted for 2015.

Payroll: (\$70,900)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset, by the delayed hiring of the Hydroelectric Plant Operator.
- *Overtime and Standby & Premium Pay* expenses are expected to be higher in 2016.

Operations: (\$117,900)

- *Colebrook Reservoir Lease* expenses are expected to be lower based upon current conditions.
- An Increase in *Salt & Sand Ice Control* expenses are expected to be higher based upon historical spend.
- Expenses for *Fuel for Heating* are expected to be lower based on current year and historical spend.

Maintenance: \$0

- No changes anticipated for 2016.

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,211,830	1,218,100	1,207,766	1,118,200
501201	Overtime	166,277	179,000	200,886	200,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	870	3,700	1,430	11,700
501601	Longevity Pay	1,650	1,600	1,600	1,600
	<i>Total Payroll</i>	1,380,628	1,402,400	1,411,682	1,331,500
	<i>Operations</i>				
502002	Colebrook Reservoir Lease	171,752	400,000	400,000	300,000
502006	Fertilizer	2,051	3,300	345	3,300
502011	Meal Allowances	80	-	-	300
502013	Permits	60	500	-	500
502021	Riparian Commitment	-	60,000	-	60,000
502022	Salt & Sand Ice Control	13,358	3,900	8,053	13,000
502026	Clothing & Apparel	7,925	12,400	11,958	12,400
502049	Licenses & Registrations	450	600	-	600
502061	Material from Stock	-	1,000	-	1,000
502103	Electrical Supplies	1,462	1,800	775	1,800
502111	Small Tools	9,570	11,000	13,218	10,000
502112	Communication Equipment & Supplies	154	2,200	69	1,500
502137	Fire Equipment	2,539	2,900	7,828	2,900
502138	Safety Equipment	25,265	6,000	(24,665)	6,000
502164	Weed Control-Chemical & Supplies	-	700	40	700
502184	Custodial Services	14,992	20,000	12,105	20,000
502185	Heating Ventilating & Air Conditioning	-	500	301	500
502187	Septic Tank Pumping	4,928	6,300	4,620	5,000
502188	Refuse Collection	1,655	6,000	2,278	6,000
502207	Tool & Work Equipment	4,215	7,600	3,047	7,600
502213	Fuel for Heating	74,343	121,800	80,383	100,000
502287	Outside Services	53,620	6,000	7,506	6,000
502319	Equipment Rental	91	32,500	3,045	30,000
502350	Electricity	69,432	89,500	68,615	89,500
	<i>Total Operations</i>	457,943	796,500	599,522	678,600
	<i>Maintenance</i>				
503101	Land	3,584	15,000	1,577	15,000
503207	Tool & Work Equipment	621	2,800	2,502	2,800
503301	Building Maintenance	47,901	50,000	24,749	50,000
503304	Mains	8,493	8,500	466	8,500
503311	Other Source Structures	22,859	37,500	27,457	37,500
503312	Reservoir Structures	62,942	70,000	49,945	70,000
503313	Service Roads	14,343	20,000	14,212	20,000
	<i>Total Maintenance</i>	160,742	203,800	120,907	203,800
	<i>Total Expenditure Classification</i>	1,999,313	2,402,700	2,132,111	2,213,900
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,999,313	2,402,700	2,132,111	2,213,900
	<i>Total Funding Allocation</i>	1,999,313	2,402,700	2,132,111	2,213,900

Reservoir Operations & Maintenance

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Construction and Repair Specialist	1	1	1	1
Electrician 2	1	1	1	1
Equipment Operator 1	1	1	1	1
Hydroelectric Plant Operator	3	3	3	2
Hydroelectric Plant Supervisor	1	1	1	1
Plumber	1	1	1	1
Water Supply Constr/Maint Supv.	1	1	1	1
Water Supply Maintainer 2	5	5	5	5
Water Supply Maintainer 3	2	2	2	2
Water Supply Maint. Crew Leader	1	1	1	1
<i>Total Authorized Positions</i>	17	17	17	16

Recreation**Description**

The Recreation unit is responsible for the operation and maintenance of the Lake McDonough Recreation Area during the summer recreation season. The unit maintains the grounds, reservoir levels, roads, beaches, boat house and restroom facilities and works closely with the Patrol Department and Summer Recreational staff.

Budget Commentary

- There are no changes to the budget from the level adopted for 2015.

Payroll: \$0

- There are no changes to the budget.

Operations: \$0**Maintenance: \$0**

- There are no changes to the budget.

Recreation

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	864	-	-	-
501301	Temporary Help	10,750	27,000	20,145	27,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	11,614	27,000	20,145	27,000
	<i>Operations</i>				
502111	Small Tools	84	400	63	400
502114	Recreation Supplies & Expenses	5,921	7,000	5,110	7,000
502187	Septic Tank Pumping	-	3,000	-	3,000
502195	Agency Hire	1,365	2,600	985	2,600
502207	Tool & Work Equipment	2,263	2,300	-	2,300
502319	Equipment Rental	4,518	7,500	3,992	7,500
502350	Electricity	-	3,100	-	3,100
	<i>Total Operations</i>	14,152	25,900	10,150	25,900
	<i>Maintenance</i>				
503101	Land	15,234	7,500	6,171	7,500
503301	Building Maintenance	5,410	5,500	3,225	5,500
503313	Service Roads	7,625	10,500	10,065	10,500
503417	Recreation Equipment	-	13,600	7,546	13,600
	<i>Total Maintenance</i>	28,269	37,100	27,007	37,100
	<i>Total Expenditure Classification</i>	54,035	90,000	57,303	90,000
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	54,035	90,000	57,303	90,000
	<i>Total Funding Allocation</i>	54,035	90,000	57,303	90,000

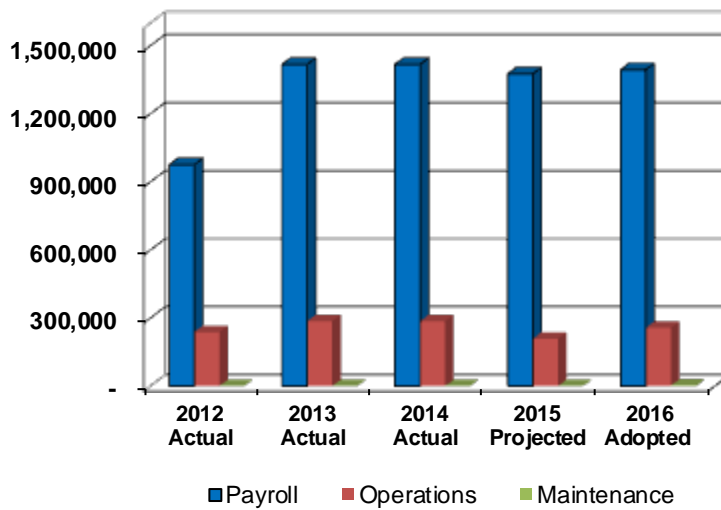
Patrol

Administration
Recreation

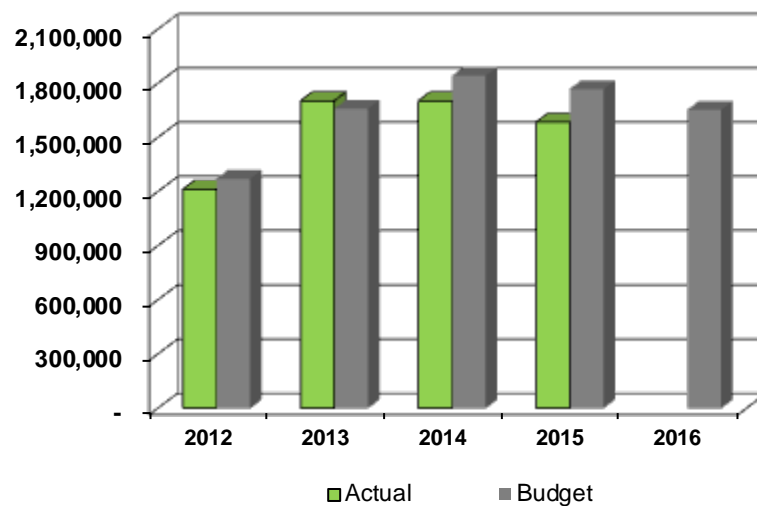


Patrol

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	975,638	1,418,005	1,418,005	1,376,621	1,394,500
Operations	238,199	285,928	285,928	209,010	256,600
Maintenance	-	-	-	-	2,000
Total	1,213,837	1,703,933	1,703,933	1,585,631	1,653,100



	2012	2013	2014	2015	2016
Actual	1,213,837	1,703,933	1,703,933	1,585,631	
Budget	1,271,200	1,659,400	1,841,800	1,767,900	1,653,100
Variance	(57,363)	44,533	(137,867)	(182,269)	

Patrol

Summary

Description

Patrol is responsible for the security and surveillance of the District's water supply reservoirs, dams, water treatment facilities, watershed and some non-watershed lands (including land open to the public for recreation), and roadways in and adjacent to District properties. In 2016 the Patrol Department will be managing the Recreational Area.

Budget Commentary

The 2016 budget for the Patrol Administration and Recreation is \$1,653,100, which is decreasing by \$114,800 or 6.5% below the expenditure level adopted for 2015. Budget details regarding the activity and departments are provided on succeeding pages.

Patrol

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Administration	1,407,909	1,431,900	1,327,350	1,324,200
Recreation	296,023	336,000	258,281	328,900
<i>Total Summary by Activity</i>	1,703,933	1,767,900	1,585,631	1,653,100
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	894,138	890,500	816,605	821,500
Overtime	142,814	132,100	190,739	150,000
Temporary Help	371,875	413,000	361,867	413,000
Standby & Premium Pay	9,178	10,000	7,410	10,000
Longevity Pay	-	-	-	-
<i>Total Payroll</i>	1,418,005	1,445,600	1,376,621	1,394,500
Operations	285,928	320,300	209,010	256,600
Maintenance	-	2,000	-	2,000
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	1,703,933	1,767,900	1,585,631	1,653,100
<i>Funding Allocation</i>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,703,933	1,767,900	1,585,631	1,653,100
<i>Total Funding Allocation</i>	1,703,933	1,767,900	1,585,631	1,653,100
<i>Authorized Positions</i>				
Administration	11	11	11	11
Recreation	1	-	-	-
<i>Total Authorized Positions</i>	12	11	11	11

Administration

The Patrol Department was created in 2006 and is headed by a Patrol Commander. Patrol is responsible for the security and surveillance of the District's water supply reservoirs, dams, water treatment facilities, watershed and some non-watershed lands (including land open to the public for recreation), and roadways in and adjacent to District properties. The Patrol Department comprises a Patrol Commander, a Patrol Lieutenant, two District Patrol Sergeants, six full-time Patrol Officers, an Administrative Clerk, a Land Use Coordinator and temporary Summer Patrol Officers. Patrol is responsible for the enforcement of MDC ordinances and state and local laws, as well as fish and game, boating and motor vehicle regulations. When requested, District patrol officers assist State and local police. Officers undergo a training program mandated by State law and comply with all State requirements for law enforcement personnel with special police powers. Security forces will continue to focus on security issues to a greater degree in light of world events.

Budget Commentary

The Patrol budget for 2016 is \$1,324, 200 which is \$107,700 or 7.5% lower than the 2015 budget.

Payroll: (\$44,000)

- *Regular Pay* includes increments offset by the delaying in filling the Admin Clerk and District Patrol Officer position.
- *Overtime and Standby & Premium Pay* expenses are expected to be higher in 2016.

Operations: (\$63,700)

- *Security expenses* have been realigned with 2015 spending levels based on a new contract.

Maintenance: \$0

- No changes are anticipated in 2016.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	894,138	890,500	816,605	821,500
501201	Overtime	137,783	125,000	186,584	150,000
501301	Temporary Help	88,896	95,000	113,685	95,000
501401	Standby & Premium Pay	9,178	10,000	7,410	10,000
501601	Longevity Pay	-	-	-	-
	Total Payroll	1,129,995	1,120,500	1,124,284	1,076,500
<i>Operations</i>					
502011	Meal Allowances	40	300	-	300
502026	Clothing & Apparel	4,145	22,000	8,888	22,000
502107	Office Supplies & Expenses	3,761	4,000	4,617	4,000
502112	Communication Equipment & Supplies	12,826	17,300	16,650	17,300
502117	Field Supplies	1,611	3,000	1,667	3,000
502136	Safety & First Aid Supplies	855	1,000	1,170	1,000
502138	Safety Equipment	-	600	-	600
502190	Security	236,490	234,000	148,637	170,000
502207	Tool & Work Equipment	541	700	6,202	700
502270	Seminars and Conventions	2,100	5,000	5,403	5,000
502271	Dues-Professional Associations	802	1,000	863	1,000
502272	Books & Subscriptions	-	-	-	300
502274	Meeting Expenses	-	-	192	-
502287	Outside Services	14,742	20,500	8,778	20,500
	Total Operations	277,914	309,400	203,066	245,700
<i>Maintenance</i>					
503203	Office Furniture & Equipment	-	1,500	-	1,500
503207	Tool & Work Equipment	-	500	-	500
	Total	-	2,000	-	2,000
	Total Expenditure Classification	1,407,909	1,431,900	1,327,350	1,324,200
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,407,909	1,431,900	1,327,350	1,324,200
	Total Funding Allocation	1,407,909	1,431,900	1,327,350	1,324,200
<i>Authorized Positions</i>					
	Administrative Clerk	1	1	1	1
	District Patrol Commander/Manager	1	1	1	1
	District Patrol Lieutenant	1	1	1	1
	District Patrol Officer	6	6	6	6
	District Patrol Sergeant	2	2	2	2
	Land Use Coordinator	-	-	-	-
	Total Authorized Positions	11	11	11	11

Recreation**Description**

The Recreation unit is responsible for the supervision of swimming, boating and traffic control at Lake McDonough during the summer recreation season. Specific responsibilities include: lifeguard duties, ticket sales, boat rentals and launching, record keeping, radio communication, report writing, assisting in the upkeep of the area, and supervision of parking. The Recreation unit works closely with Water Supply and Patrol –Administration to provide safe and enjoyable recreational activities at Lake McDonough.

Budget Commentary

The Recreation budget for 2016 totals \$328,900 which is \$7,100 or 2.1% lower than the expenditure level adopted for 2015.

Payroll: (\$7,100)

- *Overtime* has decreased to be in line with anticipated coverage.

Operations: \$0

- No budget changes for 2016.

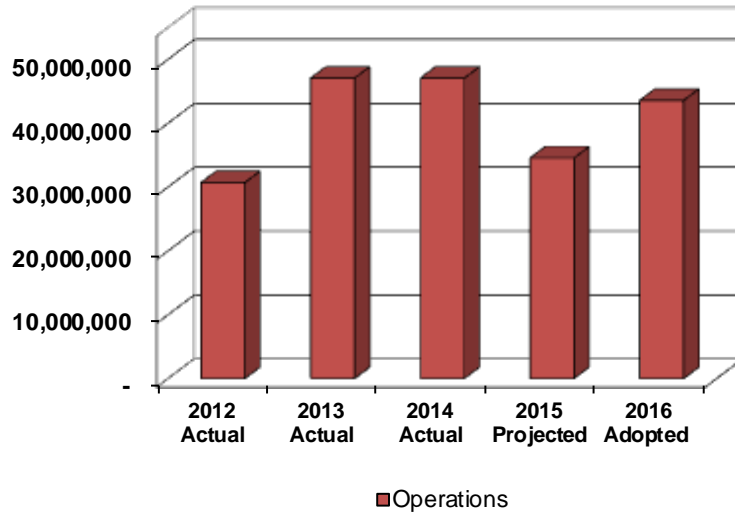
Recreation

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	5,030	7,100	4,155	-
501301	Temporary Help	282,979	318,000	248,182	318,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	288,010	325,100	252,337	318,000
	<i>Operations</i>				
502026	Clothing & Apparel	2,547	2,500	2,058	2,500
502107	Office Supplies & Expenses	354	400	-	400
502112	Communication Equipment & Supplies	-	1,500	-	1,500
502114	Recreation Supplies & Expenses	2,694	2,500	1,192	2,500
502136	Safety & First Aid Supplies	-	1,500	240	1,500
502287	Outside Services	2,419	2,500	2,454	2,500
	<i>Total Operations</i>	8,014	10,900	5,944	10,900
	<i>Total Expenditure Classification</i>	296,023	336,000	258,281	328,900
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	296,023	336,000	258,281	328,900
	<i>Total Funding Allocation</i>	296,023	336,000	258,281	328,900

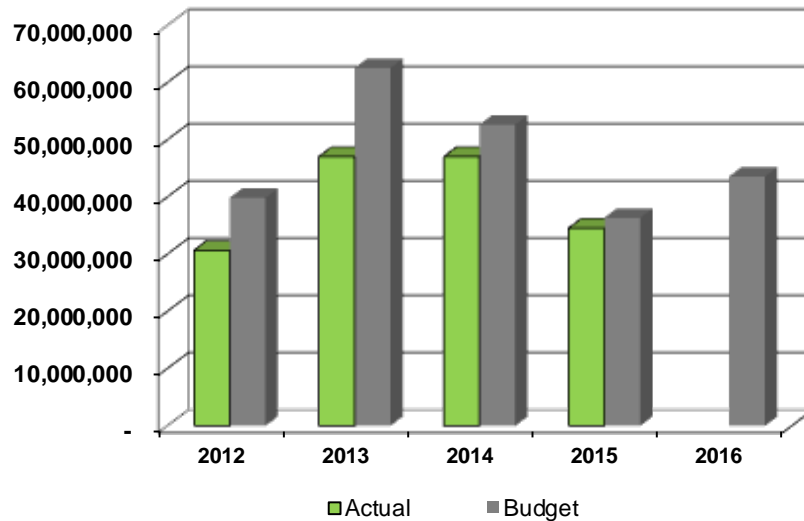
Debt Service

Debt Service

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Operations	30,692,882	47,050,798	47,050,798	34,547,000	43,573,300
Total	30,692,882	47,050,798	47,050,798	34,547,000	43,573,300



	2012	2013	2014	2015	2016
Actual	30,692,882	47,050,798	47,050,798	34,547,000	
Budget	39,847,100	62,538,700	52,635,200	36,340,200	43,573,300
Variance	(9,154,218)	(15,487,902)	(5,584,402)	(1,793,200)	

Debt Service

Summary

Description

The Debt Service account provides funding for the payment of interest and principal due on outstanding water, sewer and combined bonded debt. In addition, this account reflects the cost of interest and note issue expense when paid directly from the operating budget.

Budget Commentary

The Debt Service budget for 2016 is \$43,573,300. This is a increase of \$7,233,100 or 19.9% above the total adopted 2015 level. Budget details pertaining to the Debt Service activities can be found on the following pages.

Debt Service

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Legal Services	357,395	417,000	396,000	408,700
Interest & Note Issue Expense	265,036	1,275,000	768,100	1,291,200
Interest on Bonds	17,573,304	11,983,100	11,753,200	14,963,700
Principal on Bonds	28,855,062	22,665,100	21,629,700	26,909,700
<i>Total Expenditure Classification</i>	47,050,798	36,340,200	34,547,000	43,573,300
<i>Funding Allocation - (Composite)</i>				
Sewer Allocation 53%	35,762,932	19,118,700	18,753,000	20,865,100
Water Allocation 47%	11,287,866	17,221,500	15,794,000	22,708,200
<i>Total Funding Allocation</i>	47,050,798	36,340,200	34,547,000	43,573,300

Water Debt Service**Description**

Water Debt Service reflects the principal and interest on long-term debt (bonds) and short-term debt (notes) issued in support of the capital improvements to the District's water system.

Budget Commentary

Water Debt Service in 2016 totals \$19,101,800 which is \$4,314,400 or 29.2% higher than the 2015 adopted level.

- Expenses for *Legal Services* decreases due to bond activity
- Expenses for *Interest & Note Issue Expense* have been increased due to increased short term debt activity.
- *Interest on Bonds* is increasing due to increased bonding.
- *Principal on Bonds* is increasing due to increased bonding.

Water Debt Service

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Operations</i>					
502292	Legal Services	124,226	166,000	148,000	157,700
502363	Interest & Note Issue Expense	94,221	625,000	518,000	628,000
502364	Interest on Bonds	3,488,259	5,052,900	4,775,300	6,651,000
508360	Principal on Bonds	6,024,422	8,943,500	7,908,100	11,665,100
<i>Total Expenditure Classification</i>		9,731,128	14,787,400	13,349,400	19,101,800
<i>Funding Allocation</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		9,731,128	14,787,400	13,349,400	19,101,800
<i>Total Funding Allocation</i>		9,731,128	14,787,400	13,349,400	19,101,800

Sewer Debt Service**Description**

Sewer Debt Service reflects the principal and interest due on long-term debt (bonds) and short-term debt (notes) issued in support of capital improvements to the District's wastewater system.

Budget Commentary

Sewer Debt Service payments due in 2016 totals \$17,400,100 which is \$620,100 or 3.7% higher than the 2015 adopted level.

- *Interest & Note Issue Expense* has increased due to short term debt activity.
- *Interest on Bonds* expenses are increasing due to increased bonding.

Sewer Debt Service

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502292	Legal Services	233,170	251,000	248,000	251,000
502363	Interest & Note Issue Expense	170,816	650,000	250,100	663,200
502364	Interest on Bonds	12,867,040	4,815,900	4,843,000	5,276,000
508360	Principal on Bonds	20,996,218	11,063,100	11,063,100	11,209,900
	Total Expenditure Classification	34,267,243	16,780,000	16,404,200	17,400,100
	<i>Funding Allocation</i>				
	Sewer Allocation 100%	34,267,243	16,780,000	16,404,200	17,400,100
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	34,267,243	16,780,000	16,404,200	17,400,100

Combined Debt Service**Description**

Combined Debt Service reflects the principal and interest due on long-term debt (bonds) and short-term debt (notes) issued in support of capital improvements to the District's various projects that are not directly associated with water or wastewater.

Budget Commentary

Combined Debt Service payments due in 2016 totals \$7,071,400 which is \$2,298,400 or 48.2% higher than the 2015 adopted level.

- *Interest on Bonds* has increased based on increased bonding.
- *Principal on Bonds* has increased based on increased bonding.

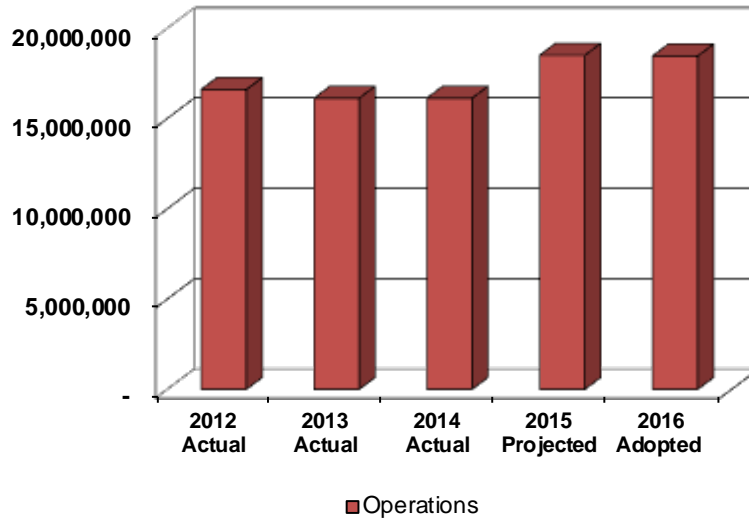
Combined Debt Service

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502364	Interest on Bonds	1,218,006	2,114,300	2,134,900	3,036,700
508360	Principal on Bonds	1,834,422	2,658,500	2,658,500	4,034,700
	<i>Total Expenditure Classification</i>	3,052,427	4,772,800	4,793,400	7,071,400
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	1,495,689	2,338,700	2,348,800	3,465,000
	Water Allocation 51%	1,556,738	2,434,100	2,444,600	3,606,400
	<i>Total Funding Allocation</i>	3,052,427	4,772,800	4,793,400	7,071,400

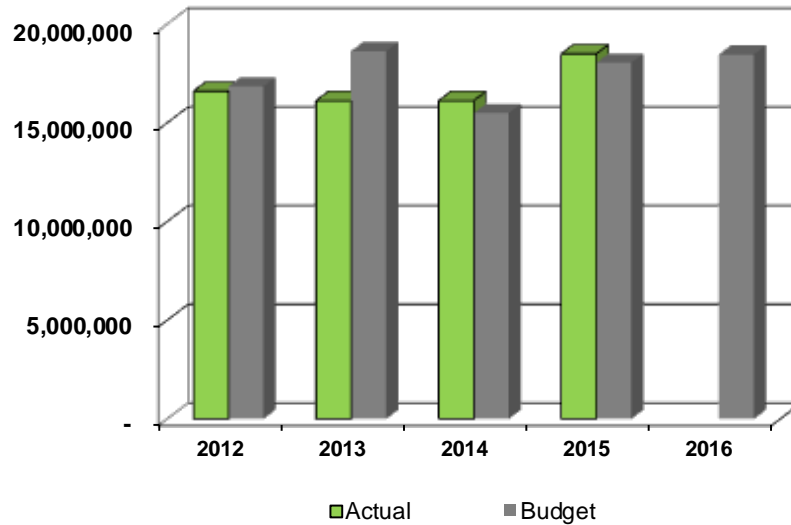
Employee Benefits

Employee Benefits

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Operations	16,599,868	16,120,025	16,120,025	18,499,630	18,459,500
Total	16,599,868	16,120,025	16,120,025	18,499,630	18,459,500



	2012	2013	2014	2015	2016
Actual	16,599,868	16,120,025	16,120,025	18,499,630	
Budget	16,842,700	18,627,200	15,493,300	18,038,800	18,459,500
Variance	(242,832)	(2,507,175)	626,725	460,830	

Employee Benefits

Summary

Description

The Employee Benefits account comprises all direct costs for employee medical insurance and other employee benefits.

Budget Commentary

The Employee Benefits budget totals \$18,459,500. This is an increase of \$420,700 or 2.3% from the level adopted in 2015. Budget details pertaining to the allotments comprising the Employee Benefits account are on succeeding pages.

Employee Benefits

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Employee Medical Insurances	10,813,591	10,115,000	10,752,730	10,452,500
Other Employee Benefits	5,306,435	7,923,800	7,746,900	8,007,000
<i>Total Summary by Activity</i>	16,120,025	18,038,800	18,499,630	18,459,500
<i>Funding Allocation (Composite)</i>				
Sewer Allocation 27%	7,254,012	4,872,300	4,996,700	4,985,900
Water Allocation 73%	8,866,013	13,166,500	13,502,930	13,473,600
<i>Total Funding Allocation</i>	16,120,025	18,038,800	18,499,630	18,459,500

Employee Medical Insurance**Description**

The District provides a comprehensive medical insurance program for all of its full-time employees, a major element of the fringe benefit package, and for retirees.

Budget Commentary

The 2016 Employee Medical Insurances account of \$10,452,500 is \$337,500 or 3.3% above the expenditure level adopted for 2015.

Operations: \$337,500

- Overall Costs associated with *Blue Shield* are expected to increase in 2016. Costs are allocated based upon payroll.
- The contribution to the OPEB Trust Fund has been increased in 2016. The portion of the contribution represented in this budget was allocated using the same methodology as the medical costs.

Employee Medical Insurance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502056	OPEB Trust Contribution	3,968,000	3,897,000	3,897,000	3,925,000
502500	Blue Cross	4,876,062	4,408,000	4,946,251	4,629,000
502501	Blue Shield	1,934,857	1,759,000	1,859,479	1,847,000
502502	Major Medical	-	1,000	-	-
502503	Group Life	34,672	50,000	50,000	51,500
	<i>Total Expenditure Classification</i>	10,813,591	10,115,000	10,752,730	10,452,500
	<i>Funding Allocation</i>				
	Sewer Allocation 27%	4,866,116	2,732,100	2,904,300	2,823,200
	Water Allocation 73%	5,947,475	7,382,900	7,848,430	7,629,300
	<i>Total Funding Allocation</i>	10,813,591	10,115,000	10,752,730	10,452,500

Other Employee Benefits**Description**

The District provides a defined benefit pension program for all full-time employees. The pension plan requires employees to contribute a specified percentage of their weekly wages (excluding overtime) to the pension fund, while the District contributes the balance needed to maintain an actuarially sound fund. The District also provides annual longevity payments to long-term employees. The Termination Pay allotment funds pay-offs for accrued vacation and earned and sick time to which employees are entitled upon retirement or termination. In addition, this budget reflects the District's costs for Social Security and Unemployment Compensation Insurance.

Budget Commentary

The Other Employee Benefits budget for 2016 totals \$8,007,000, increasing by \$83,200 or 1.1% from the level adopted for 2015.

Operations: \$83,200

- The contribution for *Pension Regular* is based upon the pension plan contributions recommended by the plan's actuary. Costs are allocated using the same methodology as OPEB.
- *Social Security* has been increased based upon payroll increases and the increase in the withholding limit.
- *Consulting Services* and *Unemployment Compensation* are increasing based on anticipated services and claims.

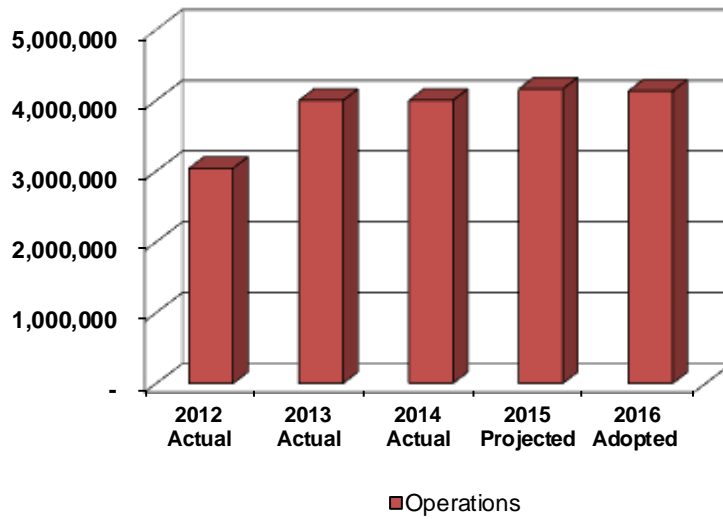
Other Employee Benefits

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Operations</i>					
502296	Consultant Services	41,583	105,000	50,000	105,000
502505	Pension Regular	2,392,000	4,675,000	4,675,000	4,711,000
502508	Social Security	2,774,420	3,091,300	2,969,400	3,136,000
502509	Unemployment Compensation	98,432	52,500	52,500	55,000
<i>Total Operations</i>		5,306,435	7,923,800	7,746,900	8,007,000
<i>Total Expenditure Classification</i>		5,306,435	7,923,800	7,746,900	8,007,000
<i>Funding Allocation (Composite)</i>					
Sewer Allocation 27%		2,387,896	2,140,200	2,092,400	2,162,700
Water Allocation 73%		2,918,539	5,783,600	5,654,500	5,844,300
<i>Total Funding Allocation</i>		5,306,435	7,923,800	7,746,900	8,007,000

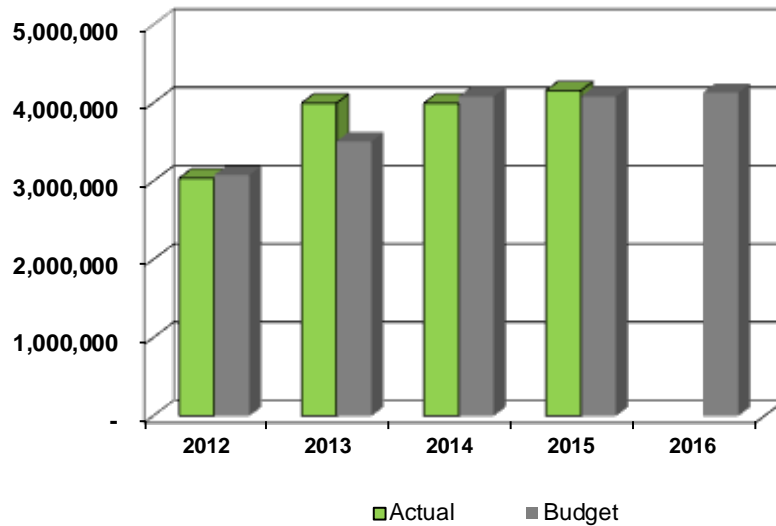
General Insurance

General Insurance

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Operations	3,041,135	3,999,024	3,999,024	4,160,354	4,133,800
Total	3,041,135	3,999,024	3,999,024	4,160,354	4,133,800



	2012	2013	2014	2015	2016
Actual	3,041,135	3,999,024	3,999,024	4,160,354	
Budget	3,080,200	3,509,900	4,084,900	4,083,700	4,133,800
Variance	(39,065)	489,124	(85,876)	76,654	

General Insurance

Summary

Description

The General Insurance account provides for the costs of insurance policies for property loss coverage, public and automobile liability coverage, workers' compensation coverage and specialized coverage for commissioners, machinery and performance indemnification. In addition, this account provides related funds for outside services (agent fees, consultant fees, specialized support, etc.), as well as contributions to the District's Self-Insurance Fund for payments of claims not covered by insurance.

Budget Commentary

The General Insurance budget for 2016 totals \$4,133,800, which is an increase of \$50,100 from the total adopted for 2015 insurance policies including deductibles and self-insurance funding requirements. Details pertaining to the individual allotments that comprise the General Insurance account are on succeeding pages.

General Insurance

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Property Insurance	253,836	224,700	371,500	233,300
Liability - Compensation	1,220,188	1,334,000	1,263,854	1,375,500
Self Insurance	2,525,000	2,525,000	2,525,000	2,525,000
<i>Total Summary by Activity</i>	3,999,024	4,083,700	4,160,354	4,133,800
<i>Funding Allocation</i>				
Sewer Allocation 30%	1,199,707	1,225,100	1,248,200	1,240,200
Water Allocation 70%	2,799,317	2,858,600	2,912,154	2,893,600
<i>Total Funding Allocation</i>	3,999,024	4,083,700	4,160,354	4,133,800

Property**Description**

Property insurance policies provide coverage for the District structures and contents (excluding dams). Coverage includes protection against fire, earthquake, flood, vandalism and damage to specialized equipment. In addition, this account provides for coverage to insure District vehicles for fire, theft and vandalism while garaged.

Budget Commentary

The Property Insurance budget for 2016 is \$233,300, which is increasing by \$8,600 or 3.8% from the 2015 adopted level.

Operations: \$8,600

- The increase is due to change in policies and insurance market conditions.

General Insurance

7210015

Property

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502230	General Property	253,636	222,700	369,500	231,100
502244	Performance Bonds	200	2,000	2,000	2,200
	<i>Total Expenditure Classification</i>	<u>253,836</u>	<u>224,700</u>	<u>371,500</u>	<u>233,300</u>
	<i>Funding Allocation</i>				
	Sewer Allocation 30%	76,151	67,400	111,500	70,000
	Water Allocation 70%	177,685	157,300	260,000	163,300
	<i>Total Funding Allocation</i>	<u>253,836</u>	<u>224,700</u>	<u>371,500</u>	<u>233,300</u>

Liability — Compensation**Description**

The Liability-Compensation insurance program provides funding for claims by the public for bodily injury or property damage resulting from District operations and for injury/illness claims by District employees. In addition, this account supports the cost of specialty insurance coverage for commissioners and employees and the cost of service fees from insurance brokers, consultants, and providers of technical/specialized support.

Budget Commentary

The Liability-Compensation budget for 2016 totals \$1,375,500, which is up \$41,500 or 3.1% from the 2015 approved level.

Operations: \$41,500

- The increase is due to change in policies and insurance market conditions.

General Insurance

7220015

Liability — Compensation

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Operations</i>					
502224	Theft Liability	-	3,800	3,800	5,000
502226	Police Liability	14,385	15,000	15,000	14,800
502227	Fudiciary Liability	14,187	80,900	80,900	89,000
502234	Fidelity Bond	-	10,500	-	11,600
502237	Automobile Liability	75,472	77,000	77,000	77,200
502238	Public Liability	355,655	272,500	282,250	273,100
502240	Umbrella Liability	427,299	438,400	438,400	439,500
502243	Commissioner Accident Insurance	863	1,000	904	1,000
502245	Workers Comp Excess Coverage	188,660	181,500	181,500	191,100
502248	Employee Practices Liability	-	69,300	-	76,300
502263	Pollution Liability Insurance	58,797	56,900	56,900	57,000
502287	Outside Services	84,870	127,200	127,200	139,900
<i>Total Expenditure Classification</i>		1,220,188	1,334,000	1,263,854	1,375,500
<i>Funding Allocation</i>					
Sewer Allocation 30%		366,056	400,200	379,200	412,700
Water Allocation 70%		854,132	933,800	884,654	962,800
<i>Total Funding Allocation</i>		1,220,188	1,334,000	1,263,854	1,375,500

Self-Insurance**Description**

The Self-Insurance program was initiated in 1987, at which time the District began self-insuring workers' compensation claims. Starting in 1988, the program was expanded to include the property and liability areas. This account provides a contribution to the District Self-Insurance Fund for payments of claims anticipated during the coming year that fall within the following self-insured retention levels.

Budget Commentary

The Self-Insurance budget for 2016 totals \$2,525,000 which is unchanged from the 2015 year level.

Operations: \$0

- No changes are anticipated for 2016.

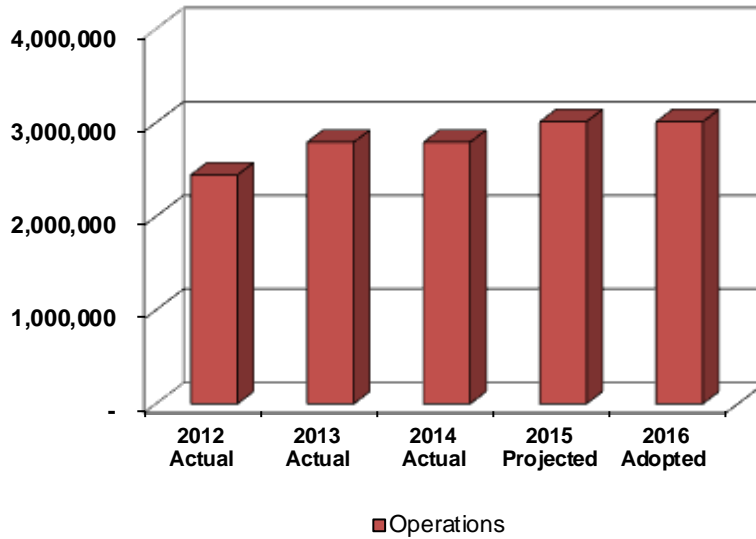
Self-Insurance

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i><u>Operations</u></i>				
502239	Workers' Compensation-Claims	675,000	675,000	-	-
502242	Property Losses Not Insured	150,000	150,000	-	-
502247	Liability-Claims	700,000	700,000	2,525,000	2,525,000
502249	Incurred But Not Reported-Reserve	1,000,000	1,000,000	-	-
	<i>Total Expenditure Classification</i>	<u>2,525,000</u>	<u>2,525,000</u>	<u>2,525,000</u>	<u>2,525,000</u>
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 30%	757,500	757,500	757,500	757,500
	Water Allocation 70%	1,767,500	1,767,500	1,767,500	1,767,500
	<i>Total Funding Allocation</i>	<u>2,525,000</u>	<u>2,525,000</u>	<u>2,525,000</u>	<u>2,525,000</u>

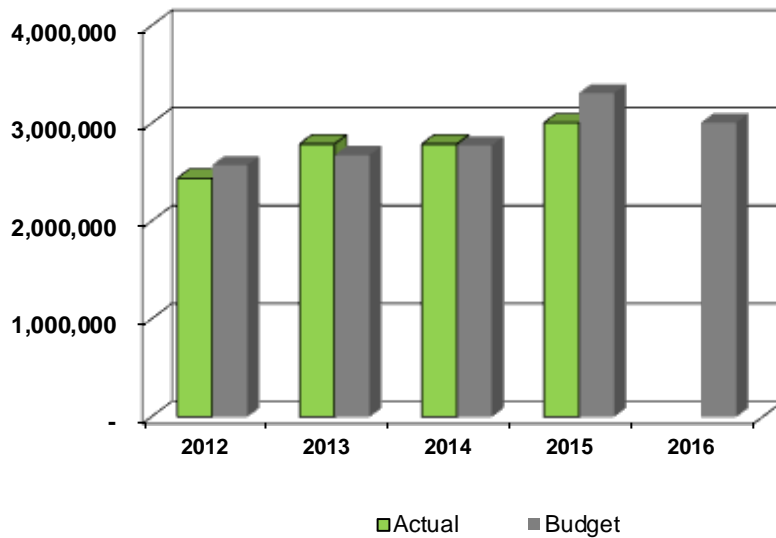
Taxes & Fees
Specials Agreements & Programs
Contingencies

Taxes & Fees

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	-	-	-	-	-
Operations	2,442,178	2,791,964	2,791,964	3,010,000	3,010,000
Maintenance	-	-	-	-	-
Total	2,442,178	2,791,964	2,791,964	3,010,000	3,010,000



	2012	2013	2014	2015	2016
Actual	2,442,178	2,791,964	2,791,964	3,010,000	
Budget	2,575,000	2,677,000	2,777,000	3,310,000	3,010,000
Variance	(132,822)	114,964	14,964	(300,000)	

Summary**Description**

The District annually pays taxes on property it owns in several non-member towns, including Avon; Barkhamsted; Burlington; Colebrook; Farmington; Glastonbury; Hartland; New Hartford; Manchester; Simsbury; Granville, MA; Sandisfield, MA; and Tolland, MA. These properties are primarily used as controlled watershed areas necessary to protect the quality of water that flows into the District's supply reservoirs.

Budget Commentary

The Taxes and Fees budget for 2016 totals \$3,010,000, which is \$300,000 or 9.1% below the expenditure level adopted for 2015.

Operations: (\$300,000)

- Decrease is based on 2015 spending levels.

Taxes & Fees

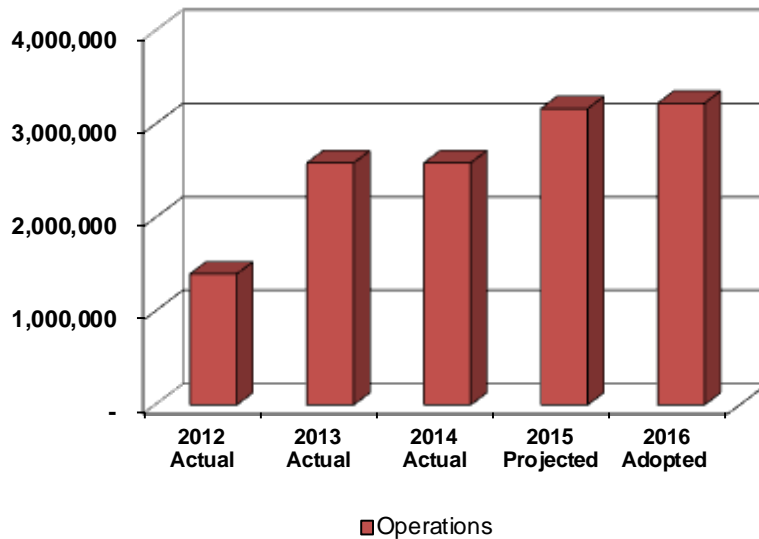
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Summary

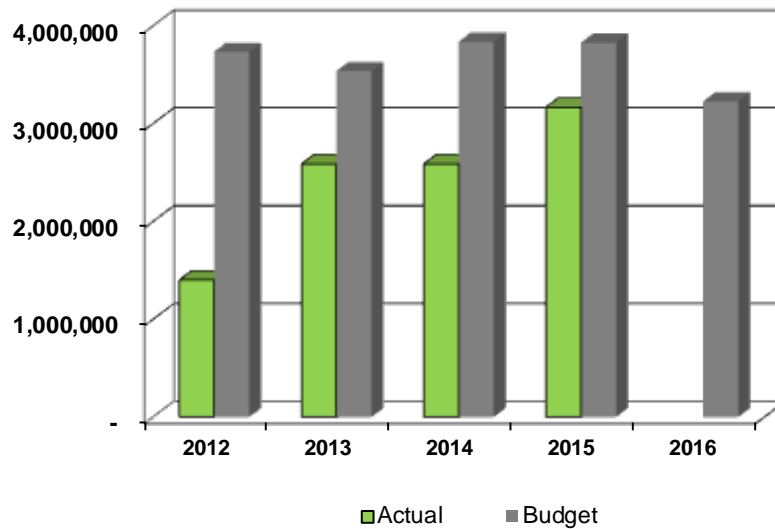
Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502028	Property Taxes	2,791,964	3,300,000	3,000,000	3,000,000
502306	Property Appraisals	-	10,000	10,000	10,000
	<i>Total Expenditure Classification</i>	<u>2,791,964</u>	<u>3,310,000</u>	<u>3,010,000</u>	<u>3,010,000</u>
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,791,964	3,310,000	3,010,000	3,010,000
	<i>Total Funding Allocation</i>	<u>2,791,964</u>	<u>3,310,000</u>	<u>3,010,000</u>	<u>3,010,000</u>

Special Agreements & Programs

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	-	-	-	-	-
Operations	1,400,996	2,588,354	2,588,354	3,167,800	3,226,600
Maintenance	-	-	-	-	-
Total	1,400,996	2,588,354	2,588,354	3,167,800	3,226,600



	2012	2013	2014	2015	2016
Actual	1,400,996	2,588,354	2,588,354	3,167,800	
Budget	3,734,700	3,536,700	3,836,700	3,826,800	3,226,600
Variance	(2,333,704)	(948,346)	(1,248,346)	(659,000)	

Special Agreements & Programs

Summary

Description

The Special Agreements and Programs budget reflects the costs of special agreements, certain consultant engagements, and other activities not allocated to departmental budgets. The budget for 2016 totals \$3,226,600, is decreasing by \$600,200 or 15.7% below the expenditure level adopted for 2015.

The *Colebrook Reservoir Lease* is a 50-year operating lease agreement with the U.S. Army Corps of Engineers for water storage rights, requiring minimum annual rental.

The *Mattabassett District* account provides for charges (per written agreement) by Mattabassett to treat sanitary sewer flows it receives from portions of the District's Newington and Rocky Hill system.

The *New Britain* account provides for charges (per written agreement) by the City of New Britain to convey and treat sanitary sewer flow it receives from a portion of the District's Newington system.

The *Lock Box Fee* is for an automated banking service that processes the District's water and sewer bills.

The *Meter Services* account represents costs associated with providing water distribution system interconnections per written agreement with The Connecticut Water Company and the Town of Berlin. It also represents costs for water supplied to a portion of the District's Newington system and for a share of the cost of the maintenance and operation of the Berlin sewer system in connection with services provided to Newington and Rocky Hill per written agreement.

Dues-Professional Associations funds the District's membership in the MetroHartford Alliance.

Legal Services provides payments for the District's collection attorneys.

Septic Reimbursements are the result of the 1997 Sewer User Charge Study. The District Board established a septic tank clean-out reimbursement program for those property owners within the District member towns who do not have access to the sewer system but support the District's General Fund through their property taxes.

The *Glastonbury* account provides for charges by the Town of Glastonbury (per written agreement) to convey and treat sanitary sewer flow it receives from a portion of the District's East Hartford system.

The *Paving* program is for the repair of roads, driveways, parking lots or any other surface impacted by MDC workforce.

Special Agreements & Programs

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Combined	-	-	-	-
Sewer	653,073	671,000	846,000	1,272,300
Water	1,935,280	3,155,800	2,321,800	1,954,300
<i>Total Summary by Activity</i>	2,588,354	3,826,800	3,167,800	3,226,600
<i>Funding Allocation</i>				
Sewer Allocation 18%	653,073	671,000	846,000	1,272,300
Water Allocation 82%	1,935,280	3,155,800	2,321,800	1,954,300
<i>Total Funding Allocation</i>	2,588,354	3,826,800	3,167,800	3,226,600

Sewer

Budget Commentary

The Special Agreements and Programs budget totals \$1,272,300 for 2016, which is an increase of \$601,300 or 89.6% from the adopted level for 2015.

Operations: \$542,100

- Increase in *Mattabasset District* based on planned capital Improvements.
- Increase in *Consultant Services* is due items that are not capitalized.

Special Agreements & Programs

7410010

Sewer

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i><u>Operations</u></i>				
502181	Mattabasset District	378,445	275,000	450,000	450,000
502182	New Britain	210,036	230,000	230,000	230,000
502296	Consultant Services	17,520	100,000	100,000	526,300
502648	Septic Reimbursements	61,020	60,000	60,000	60,000
502649	Glastonbury	2,950	6,000	6,000	6,000
502333	Accts Recievable Write Off	(16,897)	-	-	-
	<i>Total Expenditure Classification</i>	653,073	671,000	846,000	1,272,300
	<i><u>Funding Allocation--(Composite)</u></i>				
	Sewer Allocation 100%	653,073	671,000	846,000	1,272,300
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	653,073	671,000	846,000	1,272,300

Water

Budget Commentary

The Special Agreements and Programs budget totals \$1,954,300 for 2016, a decrease of \$1,201,500 or 38.1% below the adopted level for 2015.

Operations: (\$1,201,500)

- Expenses for *Paving and Hydrant allotments* are expected to decrease due activity being funded under the capital projects.
- *Hydrants* allotment is established to fund the hydrant replacement program.
- *Dues-Professional Associations* have decreased to historical spending levels.
- *Police Services, Property taxes and Materials from Stock* have decreased to reflect 2015 spending.

Special Agreements & Programs

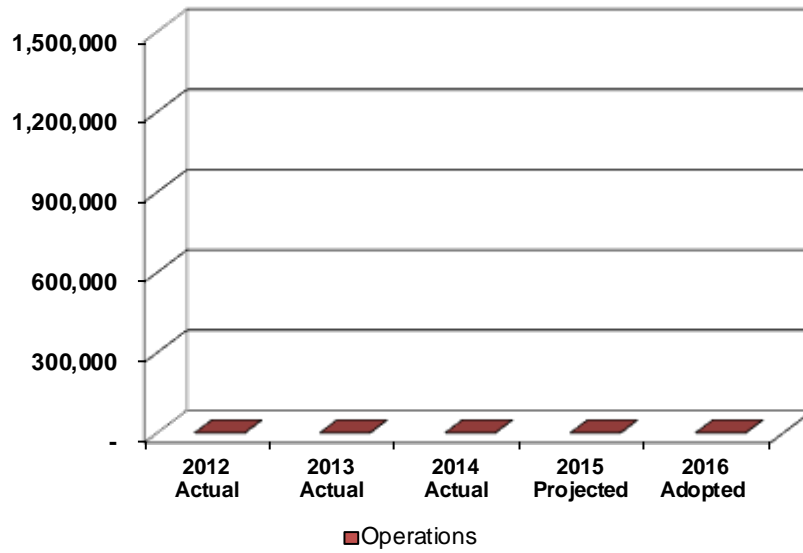
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Water

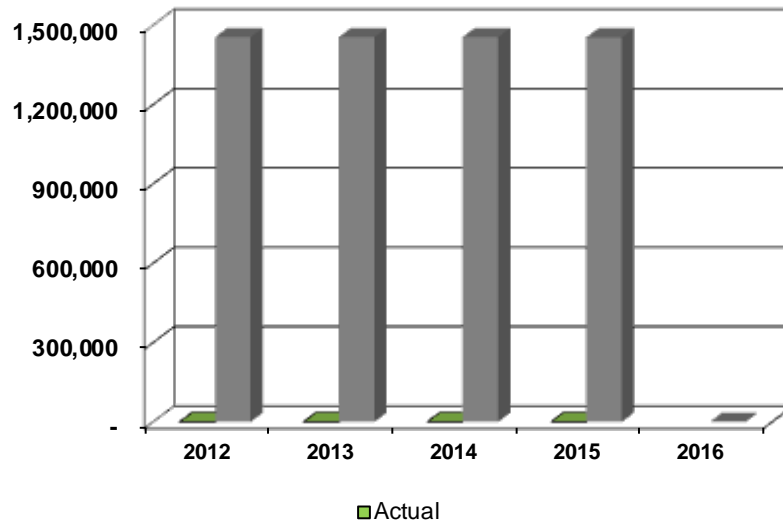
Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Operations</i>					
502002	Colebrook Reservoir Lease	204,222	204,300	204,300	204,300
502016	Police Services	-	20,000	-	-
502028	Property Taxes	26,642	30,000	-	-
502061	Materials from Stock	7,521	100,000	-	-
502197	Lock Box Fee	170,137	160,000	160,000	160,000
502201	Meter Services	6,453	20,000	20,000	10,000
502271	Dues - Professional Associations	120,000	237,500	237,500	130,000
502287	Outside Services	23,159	-	-	-
502292	Legal Services	813,709	900,000	900,000	900,000
502296	Consultant Services	550,212	500,000	800,000	550,000
502333	Accts Recievable Write Off	(4,199)	-	-	-
503304	Mains	17,425	-	-	-
503320	Paving	-	734,000	-	-
503326	Hydrants	-	250,000	-	-
<i>Total Expenditure Classification</i>		1,935,280	3,155,800	2,321,800	1,954,300
<i>Funding Allocation-(Composite)</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		1,935,280	3,155,800	2,321,800	1,954,300
<i>Total Funding Allocation</i>		1,935,280	3,155,800	2,321,800	1,954,300

Contingencies

Five-Year Expenditure Trends



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	-	-	-	-	-
Operations	-	-	-	-	-
Maintenance	-	-	-	-	-
Total	-	-	-	-	-



	2012	2013	2014	2015	2016
Actual	-	-	-	-	-
Budget	1,454,200	1,454,200	1,454,200	1,453,200	-
Variance	(1,454,200)	(1,454,200)	(1,454,200)	(1,453,200)	

Summary**Description**

The Contingencies appropriation is a set-aside for emergencies and other unanticipated expenditures that may arise during the year. The transfer of funds from Contingencies to cover expenditures requires prior approval of the Board of Finance and the District Board.

Budget Commentary

There is no Contingency budget for 2016.

Contingencies

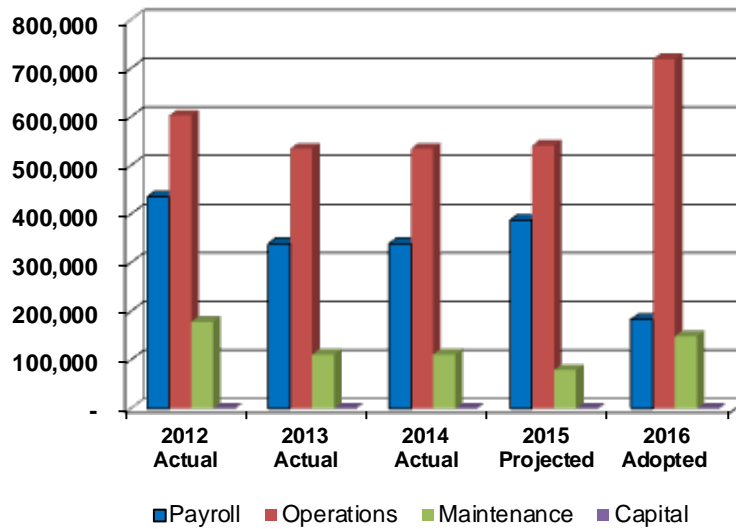
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Summary

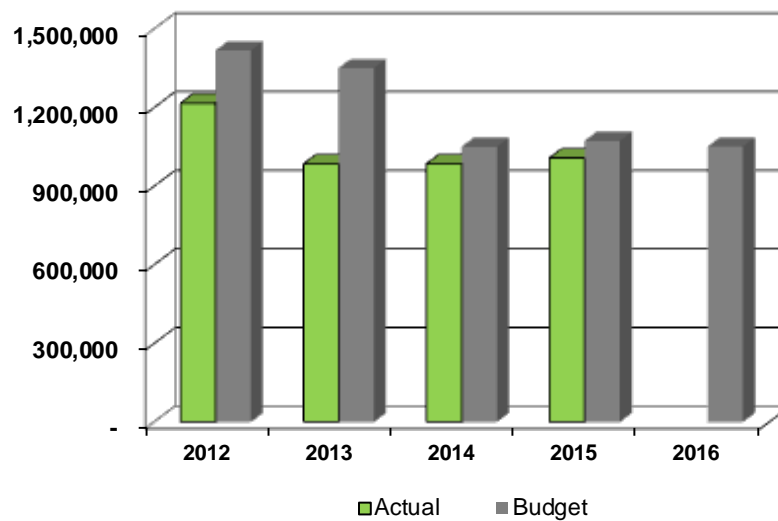
Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
509901	Contingencies	-	1,453,200	-	-
	<i>Funding Allocation--(Composite)</i>				
	Sewer Allocation 43%	-	622,000	-	-
	Water Allocation 57%	-	831,200	-	-
	<i>Total Funding Allocation</i>	-	1,453,200	-	-

Riverfront Parks System

Administration



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	435,422	339,472	339,472	387,817	183,100
Operations	602,828	534,673	534,673	541,002	719,000
Maintenance	178,360	111,081	111,081	79,275	148,800
Capital	-	-	-	-	-
Total	1,216,610	985,227	985,227	1,008,094	1,050,900



	2012	2013	2014	2015	2016
Actual	1,216,610	985,227	985,227	1,008,094	
Budget	1,417,900	1,350,500	1,050,000	1,072,900	1,050,900
Variance	(201,290)	(365,273)	(64,773)	(64,806)	

Administration**Description**

The Riverfront Parks System budget provides for expenditures related to maintenance and the provision of ranger services associated with Riverfront Recapture, Inc.'s (RRI) regional parks system in Hartford and East Hartford, in accordance with an agreement between the District and RRI. Major elements of the system include:

- Charter Oak Landing and Boat Launch Area, Hartford
- Riverfront Plaza and Founders Bridge Promenade, Hartford
- Riverside Park and Boat Launch Area, Hartford
- Great River Park and Boat Launch Area, East Hartford
- Bulkeley Bridge Walkabout

Maintenance of the Riverfront Parks System – which is performed on a year-round basis by MDC maintenance workers – includes turf care, snow removal, litter control and trash removal, facility maintenance and repair, dock storage and maintenance, event clean-up, park gate opening and closing, as well as other associated duties.

Park ranger services are funded by the District (up to a maximum of \$300,000 per year) under contract with RRI.

Budget Commentary

The Riverfront Parks budget for 2016 totals \$1,050,900 a decrease of \$22,000 or 2.1% from the expenditure level adopted for 2015.

Payroll: (\$170,500)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the transfer of 3 positions to Water Treatment & Supply – Facility and Grounds Maintenance (5026020).

Operations: \$148,500

- Costs associated with operations have been increased to cover necessary expenses for 2016.
- Pension is based upon actuarial projections and allocated based upon payroll.

Administration

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Payroll</i>					
501101	Regular Pay	330,451	345,300	320,975	174,800
501201	Overtime	8,622	7,800	66,342	7,800
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	400	500	500	500
501601	Longevity Pay	-	-	-	-
<i>Total Payroll</i>		339,472	353,600	387,817	183,100
<i>Operations</i>					
502011	Meal Allowances	-	500	285	500
502022	Salt & Sand Ice Control	110	2,000	-	2,000
502026	Clothing & Apparel	2,824	4,100	2,332	4,100
502056	OPEB Trust Contribution	39,000	38,000	38,000	38,000
502060	Riverfront Rangers	300,000	300,000	300,000	300,000
502061	Materials from Stock	37,084	15,000	26,537	15,000
502103	Electrical Supplies	337	500	-	500
502111	Small Tools	684	2,000	686	2,000
502188	Refuse Collection	12,466	15,000	12,103	15,000
502203	Grounds Care	7,385	9,000	6,118	9,000
502214	Gasoline	9,447	16,000	5,839	16,000
502216	Diesel Fuel	13,293	14,000	12,453	14,000
502239	Workers' Compensation-Claims	-	10,200	-	10,200
502287	Outside Services	1,490	5,000	2,250	153,500
502319	Equipment Rental	446	4,800	-	4,800
502500	Blue Cross	48,691	41,900	41,900	41,900
502501	Blue Shield	19,488	17,100	17,100	17,100
502503	Group Life	493	2,500	2,500	2,500
502505	Pension Regular	21,000	45,000	45,000	45,000
502508	Social Security	20,436	27,400	27,400	27,400
502509	Unemployment Compensation	-	500	500	500
<i>Total Operations</i>		534,673	570,500	541,002	719,000
<i>Maintenance</i>					
503204	Power Operated Equipment	2,464	4,000	226	4,000
503207	Tool & Work Equipment	7,169	10,000	10,127	10,000
503208	Transportation Equipment	10,311	13,000	14,223	13,000
503218	Riverfront Facility Maintenance	91,138	121,800	54,700	121,800
<i>Total Maintenance</i>		111,081	148,800	79,275	148,800
<i>Total Expenditure Classification</i>		985,227	1,072,900	1,008,094	1,050,900
<i>Funding Allocation</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		985,227	1,072,900	1,008,094	1,050,900
<i>Total Funding Allocation</i>		985,227	1,072,900	1,008,094	1,050,900

Riverfront Park Systems

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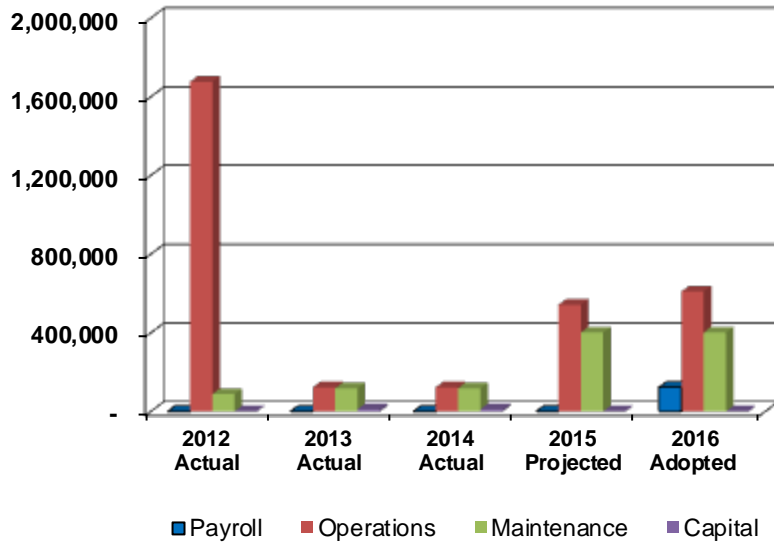
Administration

Authorized Positions	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Bldgs & Ground Maintainer	5	5	5	3
Parks & Grounds Maint 1	1	1	1	-
<i>Total Authorized Positions</i>	6	6	6	3

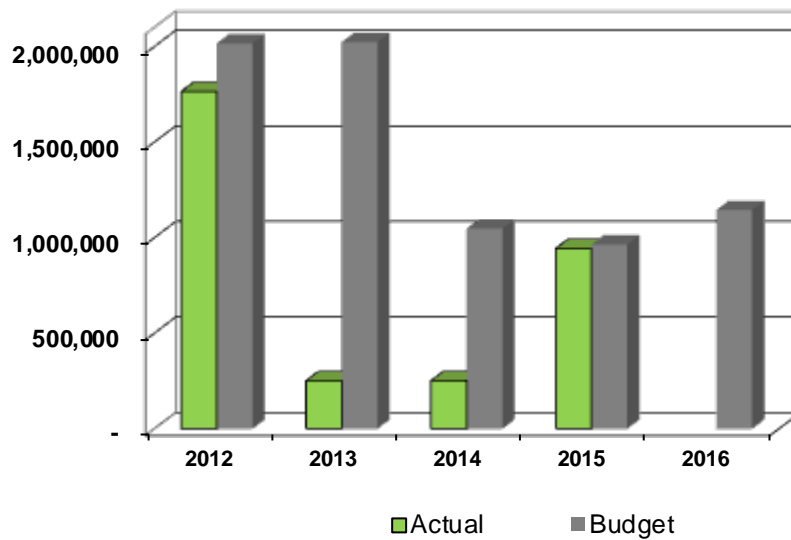
Hydroelectric

Hydroelectric

Five-Year Expenditure Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Adopted
Payroll	-	-	-	-	122,800
Operations	1,675,690	122,299	122,299	542,500	609,500
Maintenance	88,371	118,182	118,182	401,400	401,400
Capital	-	10,580	10,580	-	-
Contingency	-	-	-	-	10,000
Total	1,764,061	251,062	251,062	943,900	1,143,700



	2012	2013	2014	2015	2016
Actual	1,764,061	251,062	251,062	943,900	
Budget	2,016,300	2,022,200	1,046,700	963,900	1,143,700
Variance	(252,239)	(1,771,138)	(795,638)	(20,000)	

Hydroelectric

Summary

Description

The Hydroelectric account provides for all operating, maintenance, capital outlay, and debt service costs associated with the Goodwin and Colebrook facilities, as well as development costs associated with potential hydroelectric projects.

It is anticipated that all hydroelectric expenditures will be supported by revenue from the sale of power generated at the Goodwin and Colebrook facilities, interest income from the investment of available cash, and a draw down from surplus.

Budget Commentary

The 2016 Hydroelectric budget totals \$1,143,700, a \$179,800 or 18.7% increase from the level adopted in support of 2015 operations. Specific expenditures for each project appear on the pages that follow.

Hydroelectric

Summary

Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<i>Summary by Activity</i>				
Goodwin	251,062	615,700	615,700	314,900
Development	-	348,200	328,200	348,200
Colebrook	-	-	-	480,600
<i>Total Summary by Activity</i>	251,062	963,900	943,900	663,100
<i>Summary by Major Account</i>				
Payroll	-	-	-	122,800
Operations	122,299	552,500	542,500	609,500
Maintenance	118,182	401,400	401,400	401,400
Capital Outlay	10,580	-	-	-
Debt Service	-	-	-	-
Contingencies	-	10,000	-	10,000
<i>Total Summary by Major Account</i>	251,062	963,900	943,900	1,143,700

Goodwin**Description**

The MDC's Goodwin hydroelectric power facility is located at the Goodwin Dam in Hartland, Connecticut. A "run-of-the-river" facility, the Goodwin hydro facility operates 24-hours per day provided there are sufficient river flows to generate power. During a typical operating year, Goodwin generates 12,500,000 kilowatt-hours of electricity, enough power to serve 2,000 homes for one year.

Budget Commentary

In 2016, Goodwin and Colebrook budgets will be split. The Goodwin Hydroelectric budget for 2016 is \$314,900 which is a decrease of \$305,500 or 48.9% below the expenditure level adopted in support of 2015 hydroelectric power operations.

Payroll: \$61,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees that were previously budgeted in Water Treatment & Supply – Reservoir Operations and Maintenance (5033020).

Operations: (\$56,700)

- A decrease in various allotments is based on historical trends and allocation of operating expenses to Colebrook.

Maintenance: (\$305,500)

- A decrease in *Hydro Equipment* reflects anticipated spending levels in 2016 for Goodwin.

Goodwin

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	61,400
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	61,400
	<i>Operations</i>				
502032	Inventory Adjustments	3,753	-	-	-
502043	FERC	10,141	11,000	11,000	-
502050	Operator & Maint. Chrg-NE Utilities	24,726	26,000	26,000	9,900
502056	OPEB Trust Contribution	-	-	-	6,500
502061	Materials from Stock	-	200	200	100
502107	Office Supplies & Expenses	1,997	4,000	4,000	2,800
502111	Small Tools	1,788	5,200	5,200	2,600
502113	Fish	19,740	22,000	22,000	22,000
502207	Tool & Work Equipment	-	7,000	7,000	3,500
502215	Oil & Lubricants	3,000	5,000	5,000	2,500
502216	Diesel Fuel	-	2,500	2,500	1,700
502229	General Insurance	11,760	20,000	20,000	12,300
502255	Blueprints, Maps, & Charts	-	10,000	10,000	7,000
502263	Pollution Liability	796	900	900	600
502287	Outside Services	9,878	12,000	12,000	7,000
502296	Consultant Services	-	40,000	40,000	20,000
502350	Electricity	4,109	16,500	16,500	5,000
502500	Blue Cross	-	-	-	5,750
502501	Blue Shield	-	-	-	5,500
502505	Pension Regular	-	-	-	8,000
502508	Social Security	-	-	-	3,850
502605	Geophysical & Safety Inspection	611	2,000	2,000	1,000
502613	Stream Flow Study	30,000	30,000	30,000	30,000
	<i>Total Operations</i>	122,299	214,300	214,300	157,600
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	1,000	1,000	500
503213	Hydro Equipment	116,566	385,200	385,200	85,200
503301	Buildings	1,616	15,200	15,200	10,200
	<i>Total Maintenance</i>	118,182	401,400	401,400	95,900
	<i>Capital Outlay</i>				
504312	Reservoir Structures	10,580	-	-	-
	<i>Total Capital Outlay</i>	10,580	-	-	-
	<i>Total Expenditure Classification</i>	251,062	615,700	615,700	314,900

Development**Description**

The Hydroelectric Development budget reflects allocations of hydro revenue apart from the direct expenses associated with the operation of the Goodwin and Colebrook projects. Most significant of these allocations is the amount to be contributed to the General Fund, which will lower the tax on member municipalities.

Budget Commentary

The Hydroelectric Development budget for 2016 totals \$348,200, unchanged from 2015 adopted budget.

Development

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Operations</i>				
502051	Contribution to General Fund	-	253,200	253,200	253,200
502292	Legal Services	-	10,000	-	10,000
502298	Consultant - Hydro	-	75,000	75,000	75,000
	<i>Total Operations</i>	-	338,200	328,200	338,200
	<i>Contingencies</i>				
509901	Contingencies	-	10,000	-	10,000
		-	348,200	328,200	348,200

Colebrook**Description**

The Colebrook hydroelectric power facility is located at the U.S. Army Corps of Engineers' Colebrook River Reservoir and Dam in Colebrook, Connecticut. The Colebrook facility is equipped with two sets of underwater turbines and annually generates approximately 5,700,000 kilowatt-hours of electricity.

Budget Commentary

The Colebrook Hydroelectric budget for 2016 is \$480,600.

Payroll: \$61,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees that were previously budgeted in Water Treatment & Supply – Reservoir Operations and Maintenance (5033020).

Operations: \$113,700

- An increase in various allotments is based on historical trends and allocation of operating expenses to Colebrook.

Maintenance: \$305,500

- An increase in *Hydro Equipment* reflects anticipated spending levels in 2016 for Colebrook.

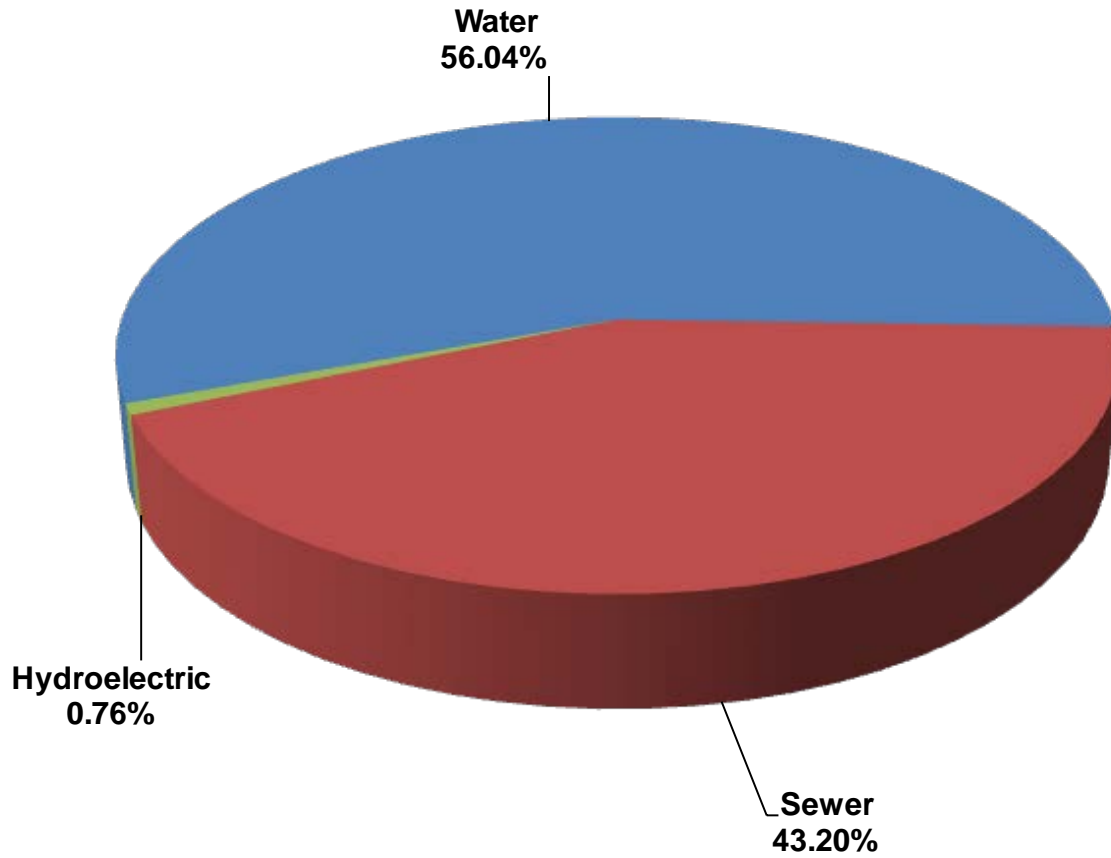
Colebrook

Commitment Item	Expenditure Classification	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	61,400
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	61,400
	<i>Operations</i>				
502043	FERC	-	-	-	12,100
502050	Operator & Maint. Chrg-NE Utilities	-	-	-	16,100
502056	OPEB Trust Contribution	-	-	-	6,500
502061	Materials from Stock	-	-	-	100
502107	Office Supplies & Expenses	-	-	-	1,200
502111	Small Tools	-	-	-	2,600
502207	Tool & Work Equipment	-	-	-	3,500
502215	Oil & Lubricants	-	-	-	2,500
502216	Diesel Fuel	-	-	-	800
502229	General Insurance	-	-	-	7,500
502255	Blueprints, Maps, & Charts	-	-	-	3,000
502263	Pollution Liability	-	-	-	500
502287	Outside Services	-	-	-	700
502296	Consultant Services	-	-	-	20,000
502350	Electricity	-	-	-	12,000
502500	Blue Cross	-	-	-	6,000
502501	Blue Shield	-	-	-	5,750
502505	Pension Regular	-	-	-	8,000
502508	Social Security	-	-	-	3,850
502605	Geophysical & Safety Inspection	-	-	-	1,000
	<i>Total Operations</i>	-	-	-	113,700
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	-	-	500
503213	Hydro Equipment	-	-	-	300,000
503301	Buildings	-	-	-	5,000
	<i>Total Maintenance</i>	-	-	-	305,500
	<i>Total Expenditure Classification</i>	-	-	-	480,600

Budget Revenues

Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water	\$84,294,100	56.04%
Sewer	64,993,300	43.20%
Hydroelectric	1,143,700	0.76%
	<u>\$150,431,100</u>	<u>100.00%</u>

Revenue Summary

Description of Revenue Services

Water Utility

Water Revenues and *Other Financing Sources* provide funds for a share of the general administration of the District and for the operation and maintenance of the District's water supply, treatment and distribution facilities and equipment. The major source of water revenue is the metered sale of water to approximately 400,000 people (105,361 customer connections) in the District's service area.

Sewer

Sewer Revenues and *Other Financing Sources* provide funds for a share of the general administration of the District and for the operation and maintenance of the District's sewerage system facilities and equipment. The receipt of the tax levied on member municipalities is the major source of sewer revenue.

Hydroelectric

Hydroelectric Revenues provide the funds necessary for the operation; maintenance and the debt service associated with the District's Goodwin and Colebrook River Dam hydroelectric power facilities. The major sources of revenue for the Hydroelectric Operating Fund are derived from the sale of power generated at the Goodwin/Colebrook hydro facilities.

Revenue Summary

Water Utility and Sewer Revenues

Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$68,586,397	\$72,482,500	\$70,052,900	\$74,015,300
Other Operating Revenues	4,254,138	3,474,700	3,674,700	3,663,700
Total Operating Revenues	72,840,535	75,957,200	73,727,600	77,679,000
Non-Operating Revenues	5,641,472	3,651,000	4,917,000	5,581,600
Contributions (to) from Other Funds	0	0	0	1,033,500
Contributions (to) from Working Funds	0	1,185,300	0	0
Total Other Revenues	5,641,472	4,836,300	4,917,000	6,615,100
Total Water Revenues	\$78,482,007	\$80,793,500	\$78,644,600	\$84,294,100
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$36,156,600	\$37,446,400	\$37,446,400	\$38,944,300
Revenue from Other Govt. Agencies	3,547,471	3,063,400	3,563,400	3,963,400
Other Sewer Revenues	13,703,090	11,782,200	11,933,300	11,854,700
Sewer User Charge Revenues	5,733,380	6,002,100	6,002,100	6,348,800
Total Operating Revenues	59,140,542	58,294,100	58,945,200	61,111,200
Contributions (to) from Other Funds	19,931,392	3,882,100	0	3,882,100
Total Other Revenues	19,931,392	3,882,100	0	3,882,100
Total Sewer Revenues	\$79,071,934	\$62,176,200	\$58,945,200	\$64,993,300
Total Water and Sewer Revenues	\$157,553,941	\$142,969,700	\$137,589,800	\$149,287,400

Revenue Summary

Hydroelectric Revenues

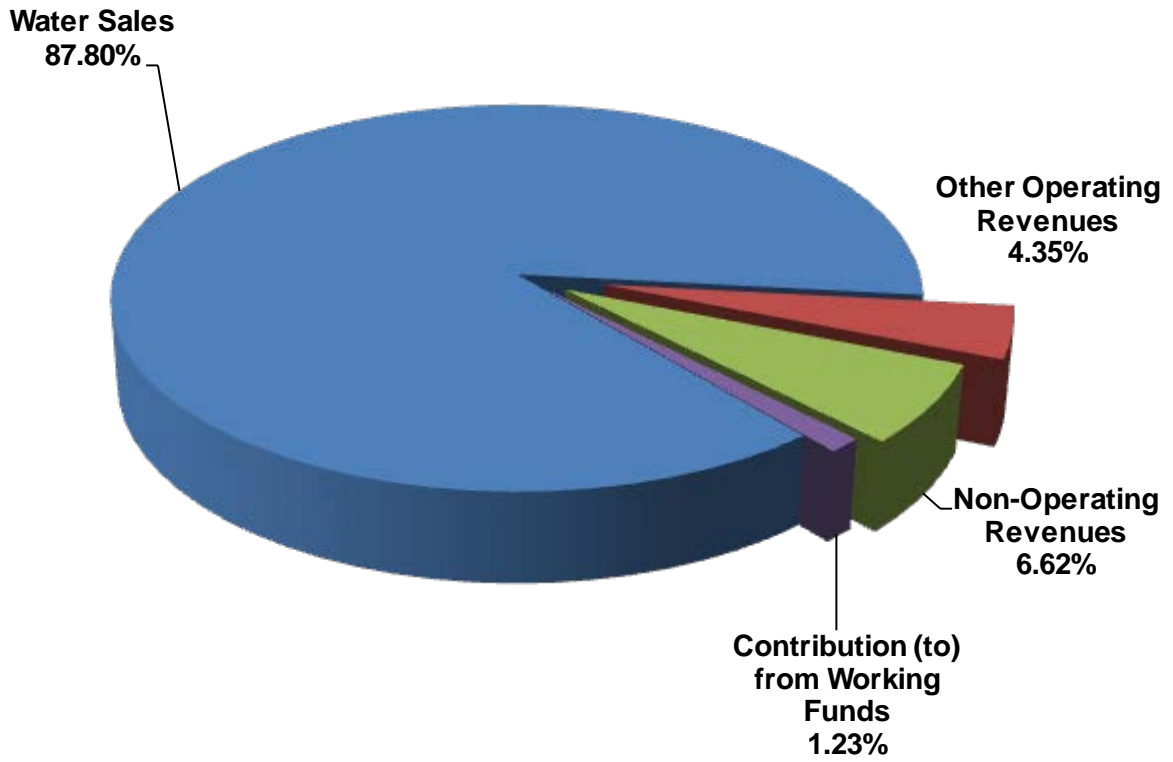
Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>HYDROELECTRIC REVENUES</u>				
Power Sales	\$1,063,425	\$959,900	\$959,900	\$1,139,700
Interest Income	4	4,000	4,000	4,000
Total Hydroelectric Revenues	<u>\$1,063,428</u>	<u>\$963,900</u>	<u>\$963,900</u>	<u>\$1,143,700</u>

Water Utility Revenues

Water Sales
Other Operating Revenues
Non-operating Revenues
Working Funds

Water Utility Revenues

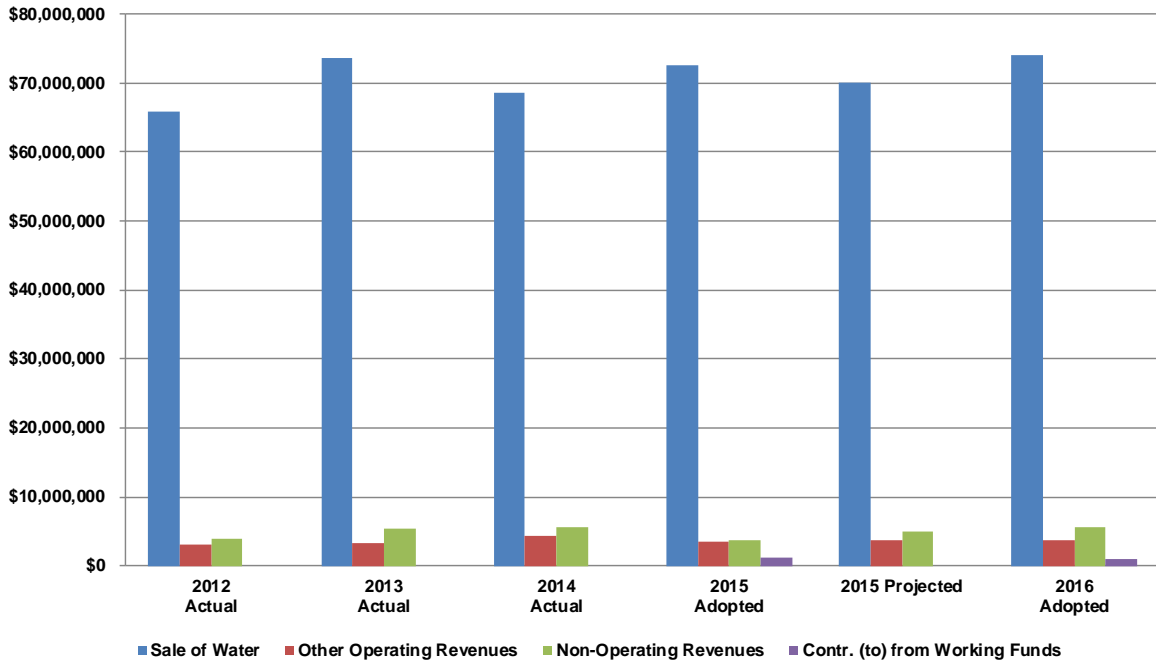
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$74,015,300	87.80%
Other Operating Revenues	3,663,700	4.35%
Non-Operating Revenues	5,581,600	6.62%
Contribution (to) from Working Funds	1,033,500	1.23%
Total Revenues:	\$84,294,100	100.00%

Water Utility Revenues

Five-Year Revenue Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Sale of Water	\$65,771,667	\$73,672,645	\$68,586,397	\$72,482,500	\$70,052,900	\$74,015,300
Other Operating Revenues	3,055,607	3,321,492	4,254,138	3,474,700	3,674,700	3,663,700
Non-Operating Revenues	3,944,556	5,483,603	5,641,472	3,651,000	4,917,000	5,581,600
Contr. (to) from Working Funds	0	0	0	1,185,300	0	1,033,500
	\$72,771,830	\$82,477,740	\$78,482,007	\$80,793,500	\$78,644,600	\$84,294,100

Water Utility Revenues

Sale of Water and Other Operating Revenues

Source Description

Sale of Water: The Sale of Water is comprised of Customer Service Charge, General Surcharge and Water Use Charge. This account reflects revenue from the sale of treated water to the following categories of users: *domestic* (single and multi-family dwellings and apartments); *commercial* (places of business and commerce); *industrial* (manufacturing and materials handling firms); and *public authorities* (municipalities, agencies of the state or federal government, and municipal housing authorities). Also included in this category is revenue from the sale of *treated and untreated water* to other water companies under a series of agreements with the District.

Other Operating Revenues: *Other Operating Revenues* consist of *hydrant maintenance charges* associated with privately and publicly-owned hydrants; *fire service charges* for connections to water mains supplying water for private fire protection; *penalties* on past due water bills; *rental fees* collected from leasing of district property; and *miscellaneous (other) water revenues* for minor or incidental services and materials provided by the District.

Budget Commentary

Projected Revenue from the Sale of Water totals \$74,015,300, an overall increase of \$1,532,800 or 2.1% above the level adopted in support of 2015 operations. The anticipated revenue increase is due to forecasting the 2016 consumption at a higher level. The water rate of will increase to \$2.66 per CCF for 2016. Consumption is estimated at 20.2M CCF, which is a decrease of .44M CCF from the 2015 assumption.

Other Operating Revenues are projected to be \$3,663,700, an increase of \$189,000 or 5.4% primarily due to an increase in *Water Billing Penalties* and in the number of connections in *Fire Protection Services*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>SALE OF WATER</u>					
<u>SERVICE CHARGES</u>					
(1)	Domestic	18,653,250	17,368,100	18,420,000	17,383,100
(2)	Commercial	1,671,273	1,863,900	1,672,800	1,863,900
450090	Industrial	209,098	344,400	226,000	344,400
(3)	Public Authorities	581,138	677,800	581,000	677,800
(4)	Other Water Companies	4,404	14,400	14,400	14,400
	Total	21,119,164	20,268,600	20,914,200	20,283,600
<u>WATER USE CHARGE</u>					
(5)	Domestic	\$31,029,564	\$34,347,300	\$32,780,700	\$36,468,600
(6)	Commercial	10,490,435	11,605,200	10,719,400	11,318,300
450085	Industrial	1,426,186	1,702,700	1,198,000	1,569,400
(7)	Public Authorities	2,888,562	3,276,000	2,878,200	3,072,000
(8)	Other Water Companies	1,632,486	1,282,700	1,562,400	1,303,400
	Total	47,467,233	52,213,900	49,138,700	53,731,700
<u>OTHER OPERATING REVENUES</u>					
(9)	Hydrant Maintenance	\$1,232,750	\$1,135,700	\$1,135,700	\$1,135,700
450200	Fire Protection Services	1,733,976	1,739,000	1,739,000	1,828,000
450210	Water Billing Penalties	1,287,412	600,000	800,000	700,000
	Total	4,254,138	3,474,700	3,674,700	3,663,700
Total Operating Revenues		\$72,840,535	\$75,957,200	\$73,727,600	\$77,679,000

Commitment Items

- (1) 450070, 450095, 450100, 450105, 450120, 450140
- (2) 450080, 450130, 450150
- (3) 450160, 450170
- (4) 450180, 450190
- (5) 450065, 450115, 450135, 450206
- (6) 450075, 450125, 450145
- (7) 450155, 450165
- (8) 450175, 450185
- (9) 450195, 450205

Water Utility Revenues

Other Non-Operating Revenues

Source Description

Non-Operating Revenues

Non-Operating Revenues are composed of:

- *Investment Income*: funds earned on cash balances in the Water Utility Fund and the Water Bond Fund, coupled with interest charged on main pipe receivables.
- *Indirect Costs*: charges for administrative overhead on bill jobs.
- *Forestry Operations*: income from the bid sale of standing timber to logging companies.
- *Sale of Material/Equipment*: income from the sale of scrap materials and obsolete equipment.
- *Recreation*: fees charged for parking, boat rentals, and the launching of private boats at District recreational facilities.
- *Collection/Liens*: fees charged for the release of liens.
- *Other Miscellaneous*: fees levied for private meter readings, lien filing, and “turn-on” services; non-recurring items.
- *Developers/Bill Jobs*: reimbursement to the District for payroll additives and material handling costs associated with the repair or relocation of water system facilities on behalf of the State of Connecticut, local government agencies and/or developers. *Short-Term Bill Jobs*: revenues for payroll additives, material handling, and equipment costs associated with the repair of District property damaged by others; also metered hydrant billings.
- Short-Term Bill Jobs: revenues for payroll additives, material handling, and equipment costs associated with the repair of District property damaged by others; also metered hydrant billings.
- *Contributions for Extensions, Mains, Services*: funds received from set rates for assessable projects and materials associated with hydrants, high pressure services, distribution mains, service connections, Ford boxes and meter pits (as established by the Water Bureau).

Budget Commentary

Non-Operating Revenues for 2016 are \$5,581,600 an increase of \$1,930,600 from the level adopted for 2015, as a result of the following:

The main drivers are revenues are *Collections/Liens* have increased due to historical data and *Contributed Capital – Mains* have increase due to market conditions.

Water Utility Revenues

Other Non-Operating Revenues

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
NON-OPERATING REVENUES					
Interest Income					
440005	Interest Income	\$24,628	\$10,000	\$12,000	\$10,000
450235	Main Pipe Assessments	113,905	80,000	80,000	80,000
	Total	138,533	90,000	92,000	90,000
450015	HQ Rental Fees	4,222	5,000	5,000	5,000
450020	Bill Job P/R & Materials	17,065	75,000	75,000	75,000
450025	Developers P/R Mat Equip	53,598	65,000	65,000	65,000
450030	Bill Job & Dev P/R Additives	7,550	30,000	30,000	30,000
450040	Non Taxable Fees Misc Sales	84	0	0	0
450045	Taxable Fees Misc Sales	84	0	0	0
450052	Bad Check Fees	45,000	30,000	33,000	35,000
450064	Adj. Prior Water Sales	(17,206)	0	0	0
450215	Property Rents	114,122	100,000	120,000	130,000
450220	Sale of Material/Equipment	126,653	40,000	50,000	70,000
450240	Indirect Costs	7,232	20,000	20,000	20,000
450245	Short-Term Bill Jobs	47,083	75,000	75,000	75,000
450250	Long-Term Bill Jobs	121,582	250,000	350,000	350,000
450260	Recreation Income	73,258	75,000	75,000	75,000
450280	Forestry Operations	437,680	200,000	210,000	260,000
450285	Nor Other Misc	(87,216)	400,000	400,000	400,000
450286	Nor Other Misc Water	(1,000)	0	0	0
450288	Collection/Liens	493,498	180,000	300,000	374,600
450305	Outlet Charges	0	0	0	10,000
450325	Nor Misc Non Oper Revenue	625	0	0	0
450326	Gain on Inventory Revaluation (2020)	(427,422)	0	0	0
450345	Vendor Discount Revenue	0	0	1,000	1,000
450403	Contributed Capital - Mains	4,480,083	2,000,000	3,000,000	3,500,000
450410	CAC - Hydrant	5,580	15,000	15,000	15,000
450430	CAC - High Pressure	783	1,000	1,000	1,000
Total Non-Operating Revenues		\$5,641,472	\$3,651,000	\$4,917,000	\$5,581,600

Water Utility Revenues

Other Non-Operating Revenues

	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
OTHER NON-OPERATING REVENUES				
Contrib. From (to) Other Funds	0	0	0	1,033,500
Contrib. From (to) Working Fund	0	1,185,300	0	0
Total Other Revenues	\$0	\$1,185,300	\$0	\$1,033,500

Source Description

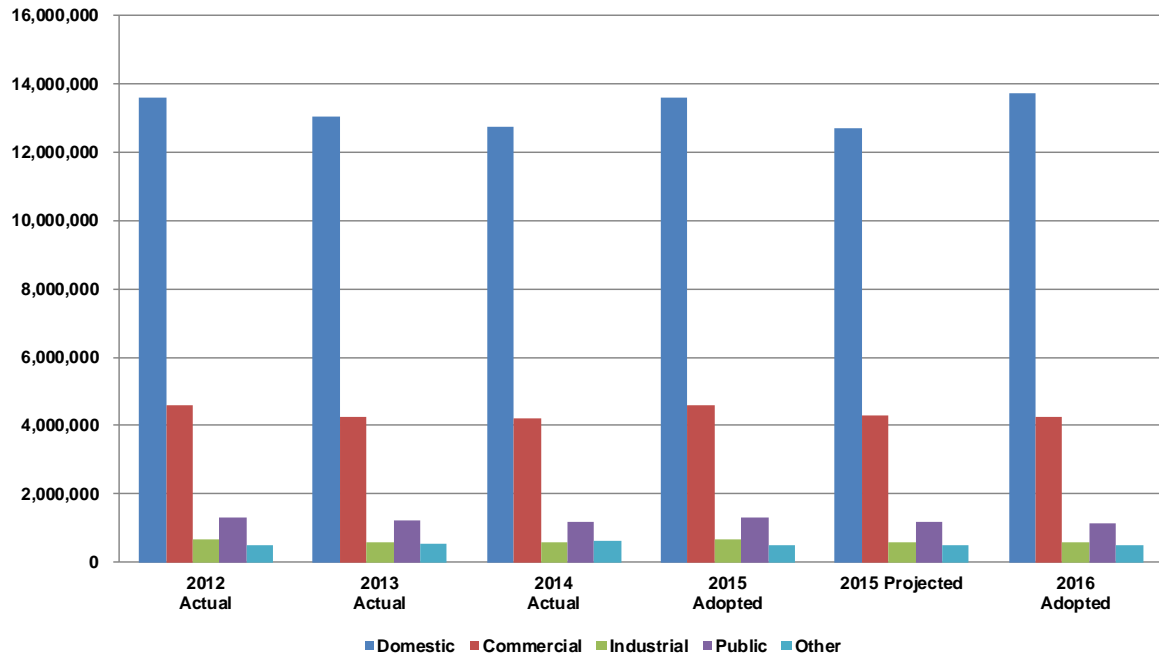
Sound financial management practices call for the maintenance of a cash reserve sufficient to withstand a shortfall in revenues and/or increases in unanticipated expenditures. The District's policy is to use a portion of these funds, if available, in support of operations while maintaining a prudent reserve.

Budget Commentary

The Total Other Non-Operating Revenues is forecasted to be \$151,800 lower, which is a 12.8% decrease from 2015.

Water Utility Revenues

Water Consumption By Customer Class (CCF)*



	2012 Actual	2013 Actual	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Domestic	13,576,817	13,044,468	12,733,366	13,576,000	12,700,000	13,710,000
Commercial	4,587,446	4,245,918	4,229,883	4,587,000	4,300,000	4,255,000
Industrial	673,803	597,910	574,511	673,000	600,000	590,000
Public	1,295,238	1,220,670	1,164,689	1,295,000	1,200,000	1,155,000
Other	507,389	527,201	616,383	507,000	500,000	490,000
Total	20,640,693	19,636,167	19,318,832	20,638,000	19,300,000	20,200,000

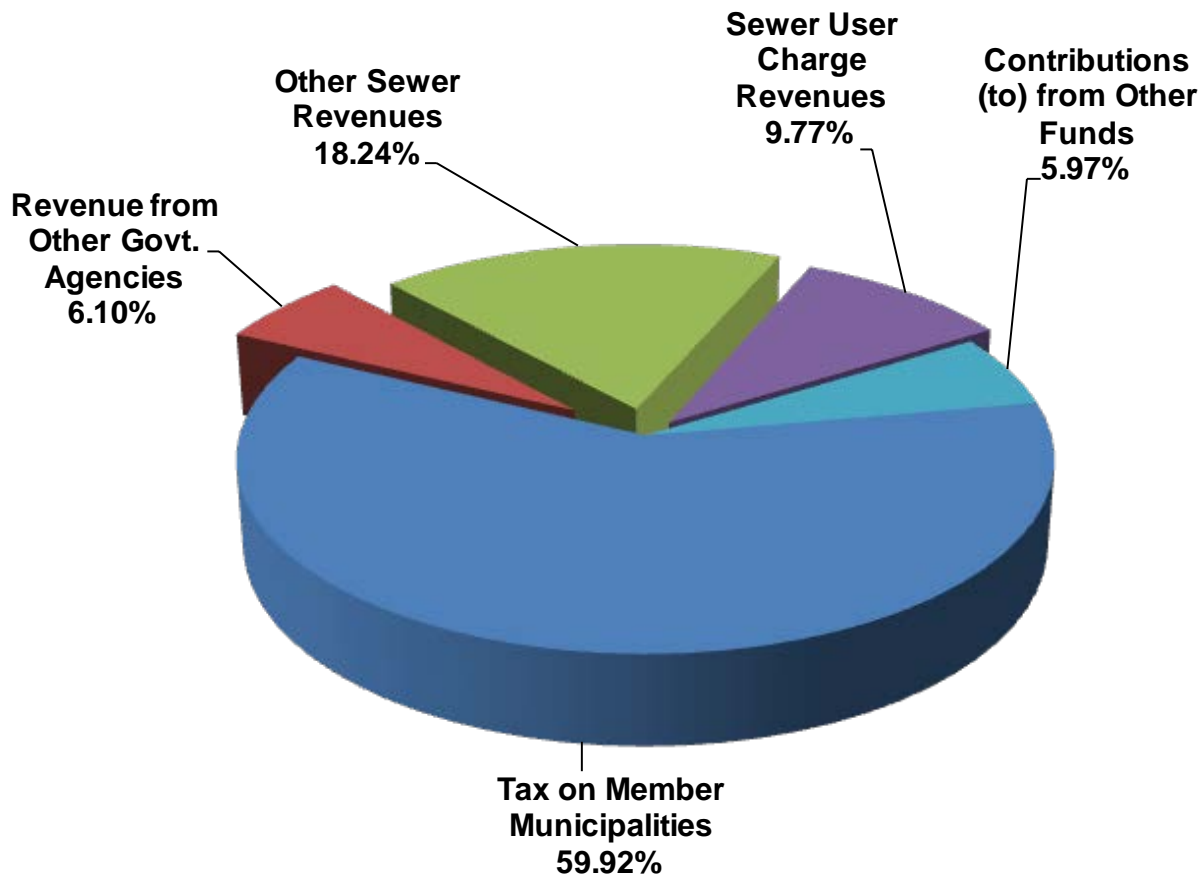
* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

Taxation
Other Government Agencies
Other Sewer Revenues
Sewer User Charge
Contributions/Transfers
Designated from Surplus

Sewer Revenues

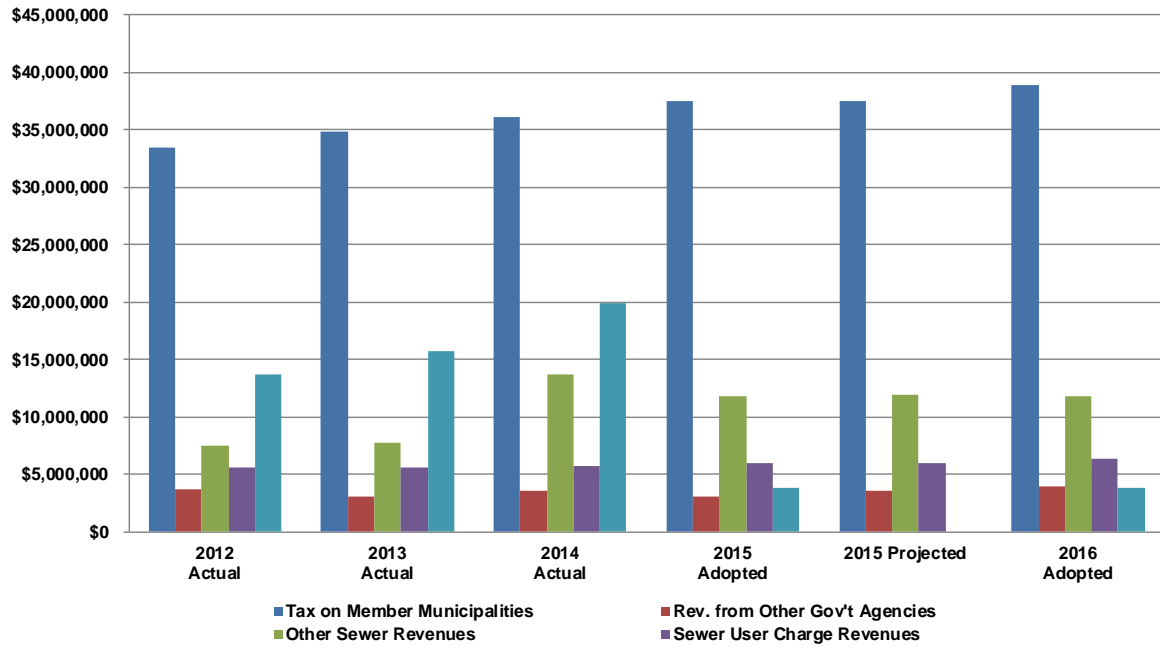
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$38,944,300	59.92%
Revenue from Other Govt. Agencies	3,963,400	6.10%
Other Sewer Revenues	11,854,700	18.24%
Sewer User Charge Revenues	6,348,800	9.77%
Contributions (to) from Other Funds	3,882,100	5.97%
Total Revenues:	\$64,993,300	100.00%

Sewer Revenues

Five-Year Revenue Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Tax on Member Municipalities	\$33,493,200	\$34,799,400	\$36,156,600	\$37,446,400	\$37,446,400	\$38,944,300
Rev. from Other Gov't Agencies	3,689,993	3,106,360	3,547,471	3,063,400	3,563,400	3,963,400
Other Sewer Revenues	7,561,184	7,754,633	13,703,090	11,782,200	11,933,300	11,854,700
Sewer User Charge Revenues	5,613,488	5,641,519	5,733,380	6,002,100	6,002,100	6,348,800
Contrib. (to) from Other Funds	13,728,145	15,752,598	19,931,392	3,882,100	0	3,882,100
Total	\$64,086,010	\$67,054,510	\$79,071,934	\$62,176,200	\$58,945,200	\$64,993,300

Sewer Revenues

Tax on Member Municipalities

Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>MEMBER MUNICIPALITIES</u>				
Total	36,156,600	37,446,400	37,446,400	38,944,300

Source Description

The method for taxing member municipalities is set forth in Sections 3-12 and 3-13 of the District Charter, which grants the District Board, acting on the recommendation of the Board of Finance, the power to levy a tax upon the towns sufficient to finance the District's General Fund expenditures. The tax is divided among the member towns in proportion to the total revenue each received from property taxation, as averaged over the prior three years.

To coincide with the fiscal year cycle (July 1 – June 30) adhered to by the member towns, the quarterly tax payments are unbalanced. The amount of the tax due in the first half of 2016 will be equivalent to 50% of the total 2015 tax levy. This amount (when paid) will be subtracted from the total 2016 tax levy; the balance is the amount due in the second half of the year.

Budget Commentary

The adopted Tax on Member Municipalities totals \$38,944,300, which is \$1,497,900 or 4.0% higher than the tax levy adopted for 2015.

Sewer Revenues

Tax on Member Municipalities

Tax History by Town	2012	2013	2014	2015	2016
Hartford	\$9,472,000	\$9,955,500	\$10,374,400	\$10,298,600	\$10,174,900
East Hartford	\$3,856,000	\$3,964,500	\$4,213,200	\$4,490,100	\$4,762,000
Newington	\$2,888,200	\$3,014,900	\$3,132,300	\$3,287,300	\$3,508,400
Wethersfield	\$2,682,500	\$2,756,900	\$2,824,400	\$3,022,000	\$3,207,700
Windsor	\$2,956,200	\$3,026,500	\$3,111,900	\$3,222,600	\$3,404,700
Bloomfield	\$2,488,900	\$2,584,900	\$2,612,500	\$2,752,400	\$2,936,000
Rocky Hill	\$1,941,700	\$2,011,100	\$2,089,100	\$2,153,700	\$2,239,700
West Hartford	\$7,207,700	\$7,485,100	\$7,798,800	\$8,219,700	\$8,710,900
Total	\$33,493,200	\$34,799,400	\$36,156,600	\$37,446,400	\$38,944,300

Tax Percentage	2012	2013	2014	2015	2016
Hartford	28.28%	28.61%	28.69%	27.50%	26.13%
East Hartford	11.51%	11.39%	11.65%	11.99%	12.23%
Newington	8.62%	8.66%	8.66%	8.78%	9.01%
Wethersfield	8.01%	7.92%	7.81%	8.07%	8.24%
Windsor	8.83%	8.70%	8.61%	8.61%	8.74%
Bloomfield	7.43%	7.43%	7.23%	7.35%	7.54%
Rocky Hill	5.80%	5.78%	5.78%	5.75%	5.75%
West Hartford	21.52%	21.51%	21.57%	21.95%	22.36%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/20/2016	4/20/2016	7/20/2016	10/19/2016	Total
Hartford	\$2,574,650	\$2,574,650	\$2,512,800	\$2,512,800	\$10,174,900
East Hartford	1,122,525	1,122,525	1,258,475	1,258,475	4,762,000
Newington	821,825	821,825	932,375	932,375	3,508,400
Wethersfield	755,500	755,500	848,350	848,350	3,207,700
Windsor	805,650	805,650	896,700	896,700	3,404,700
Bloomfield	688,100	688,100	779,900	779,900	2,936,000
Rocky Hill	538,425	538,425	581,425	581,425	2,239,700
West Hartford	2,054,925	2,054,925	2,300,525	2,300,525	8,710,900
Total	\$9,361,600	\$9,361,600	\$10,110,550	\$10,110,550	\$38,944,300

Sewer Revenues

Other Government Agencies

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>OTHER GOVERNMENT AGENCIES</u>					
450000	Sludge Handling Services	3,500,822	3,000,000	3,500,000	3,900,000
450010	Household Hazardous Waste Disposal	46,649	63,400	63,400	63,400
	Total	3,547,471	3,063,400	3,563,400	3,963,400

Source Description

Revenue from Other Government Agencies comprise agreed-upon service fees charged to other government agencies (state or municipal) for services performed by the District as reflected in the following revenue categories:

- *Miscellaneous Other Government Agencies:* revenues generated from miscellaneous services (such as data processing) performed by the District on behalf of government agencies.
- *Sludge Handling Services:* revenue from the processing of sewage sludge primarily from non-member towns.
- *Household Hazardous Waste Disposal:* fees charged for providing household hazardous waste collection services to non-member towns.

Budget Commentary

Revenue from Other Government Agencies for 2016 is projected to be \$3,963,400, which is \$900,000 or 29.4% higher than the level adopted for 2015.

The increase in *Sludge Handling Services* is related to the Heat Recovery Project at the Hartford Water Pollution Control facility.

Sewer Revenues

Other Sewer Revenues

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
<u>OTHER SEWER REVENUES</u>					
430023	Refund/Reimbursements	1,501,630	0	0	0
450005	Septage Fees	1,037,089	800,000	990,000	930,400
450007	FOG Charges	121,410	100,200	100,200	100,200
450008	Groundwater Remediation	20,023	50,000	50,000	50,000
450015	Headquarters Rental Fees	4,162	5,000	5,000	5,000
450020	Bill Jobs Revenue, Payroll, Mat., Equip.	0	5,000	5,000	5,000
450025	Developers Rev., Payroll, Mat., Equip.	3,473	20,000	20,000	20,000
450030	Payroll Act. for Developers and Bill Job:	0	5,000	5,000	5,000
450045	Taxable Fees and Misc. Sales	265	0	0	0
450060	Miscellaneous Non-Recurring	494	0	0	0
450215	Property Rents	144,713	160,000	121,000	100,000
450220	Sale of Material/Equipment	9,907	0	0	2,000
450240	Indirect Costs	0	5,000	5,000	5,000
450242	PM Unit	10,291,000	10,291,000	10,291,000	10,291,000
450245	Short Term Bill Jobs	0	5,000	5,000	5,000
450250	Long Term Bill Jobs	0	5,000	5,000	5,000
450285	Other Miscellaneous	516,561	300,000	300,000	300,000
450288	Collection/Liens	15	1,000	1,000	1,000
450345	Vendor Discount Rev	0	0	100	100
	Total	13,650,740	11,752,200	11,903,300	11,824,700
<u>INVESTMENT INCOME</u>					
Interest	General Fund Investment Income	52,350	30,000	30,000	30,000
	Total	52,350	30,000	30,000	30,000

Source Description

Other Sewer Revenues are composed of several revenue sources not categorized elsewhere:

- *Investment Income*: earnings on cash available for investment.
- *Septage*: revenues from fees paid by septic tank pumping contractors disposing of septage from non-member town properties at the Hartford Water Pollution Control Facility.
- *FOG Charges*: Fees are charged to Class III and IV food service establishments to offset the costs of managing the Fats, Oils and Grease (FOG) program. This program is required by the CT Department of Energy and Environmental Protection General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments.
- *Headquarters Rental Fees*: revenues from the rental/lease of Headquarters facilities; also, fees collected from employees parking in the Headquarters garage.
- *Developers Revenue*: Payroll costs for engineering and inspection services along with material and equipment costs charged against deposits made by developers and/or State Agencies for these services.
- *Bill Job Revenue*: revenue from payroll costs, material, and equipment costs associated with repair of District property damaged by others.

Sewer Revenues

Other Sewer Revenues

- *Payroll Additives*: recovered employee benefit costs charged on bill jobs.
- *Property Rents*: revenue derived from the rental of space for cellular service antennae.
- *P.M. Unit Overhead*: Payments to the General Fund for indirect costs related to the long-term control plan.
- *Indirect Costs*: administrative overhead costs charged on bill jobs.
- *Other Miscellaneous*: decreasing based on historical revenues.

Budget Commentary

Other Sewer Revenues for 2016 are projected to be \$11,824,700 which is an increase of \$72,500 or 0.6% from the level adopted for 2015.

An increase to the rates of *Septage Fees* is offset by the decrease in *Property Rents*.

Sewer Revenues

Sewer User Charge

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
SEWER USER CHARGE					
(1)	High Flow Users (Net of Reserves)	\$1,015,283	\$1,200,000	\$1,200,000	\$1,200,000
420000	Non-Municipal Tax Exempt Properties	3,619,810	3,133,800	3,133,800	3,433,800
420010	High Strength	569,274	964,200	964,200	1,002,700
420020	Town of Manchester	72,213	108,400	108,400	112,700
420025	Town of East Granby	(12,390)	0	0	0
420030	Town of South Windsor	3,280	14,300	14,300	14,900
420035	Town of Farmington	2,371	76,700	76,700	79,800
420040	Bradley/Hamilton Standard/East Granby	340,507	375,000	375,000	375,000
420045	CRRRA Landfill Discharge Fees	111,824	120,000	120,000	120,000
420047	Town of Cromwell	4,072	4,700	4,700	4,900
450210	Forfeited Discounts	7,136	5,000	5,000	5,000
	Total	5,733,380	6,002,100	6,002,100	6,348,800
Total Operating Revenues		\$41,889,980	\$43,448,500	\$43,448,500	\$45,293,100

(1) 420005, 420050, 420070, 430039

Source Description

Sewer User Charge Revenue is derived from *Non-Municipal Tax Exempt Users*, *High Flow Users* and *High Strength Users* charges within the District's eight member towns and from all users in non-member towns who discharge sanitary waste into the MDC's sewer system. Revenue from non-municipal tax exempt properties and from non-member towns is based on either sewer flows emanating from metered water usage or from flow meters installed at the point of connection into the MDC's sewer system. Revenue from high flow users (12,200 CCF per year or more) is based on estimated sewer flows from those users. A surcharge is levied on high flow users whose share of costs, based on flow, exceeds the portion of their annual property tax payments rendered in support of the District's sewer system. Conversely, high flow users in member towns are eligible for year-end rebates if their sewer user charge, based on flow, is less than the portion of the property tax they pay in support of sewer services. Revenue from high strength users is based on laboratory results submitted to the District, in accordance with section 12 of the General Sewer Ordinances. F.O.G. charges are reimbursements from class II and III food service establishments for processing and inspection.

Budget Commentary

Sewer User Charge revenue is projected to be \$6,348,800 which is an increase of \$346,700 or 5.8% above the revenue level adopted for 2015.

- The increase for *Sewer User Charge* is based on historical revenues and a rate increase.

Sewer Revenues

Other Financing Sources

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Contributions (to) from Other Funds					
600001	Debt Service Fund	0	2,928,900	0	2,928,900
600004	Assessable Fund	0	700,000	0	700,000
600006	Hydroelectric Fund	0	253,200	0	253,200
600007	Special Sewer Service Fund	19,931,392	0	0	0
	Total	19,931,392	3,882,100	0	3,882,100

Source Description

Contributions (to) from Other Funds such as *Hydroelectric Fund* emanate from surpluses derived when project revenues exceed expenditures. Transfers from the *Assessable Fund* and *Debt Service Fund* are derived from the following sources:

- Unexpended balances available from the close-out of sewer capital improvement programs supported by District debt.
- Interest income from the investment of idle cash balances in the Debt Service Fund.
- Revenue Surplus funds transferred to the Debt Service Fund as authorized by the District Board and the Board of Finance.
- Bid premiums and accrued interest associated with competitive note and bond sales.

Budget Commentary

- The 2016 budget will remain the same as 2015 adopted levels.

Sewer Revenues

Designated From Surplus

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
	<u>DESIGNATED FROM SURPLUS</u>	\$0	\$0	\$0	\$0

Source Description

The Revenue Surplus item relates solely to the General Fund. The surplus available at the end of a fiscal year is a result of:

- An unallocated surplus carried over from the prior year.
- Expenditure savings realized during the current year (compared to the adopted expenditure level).
- Excess revenue received in the current year (over and above adopted revenue projections).

Budget Commentary

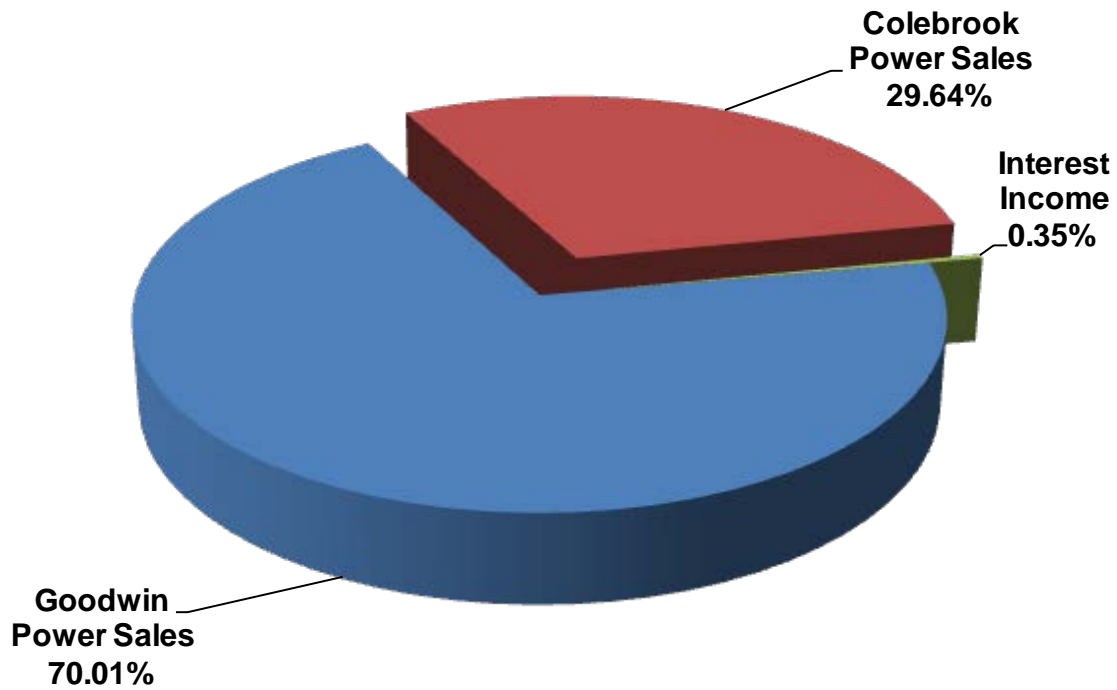
It is anticipated that there will be no use of surplus funds available to support the 2016 budget expenditures.

Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales
Other Hydroelectric Revenues

Hydroelectric Revenues

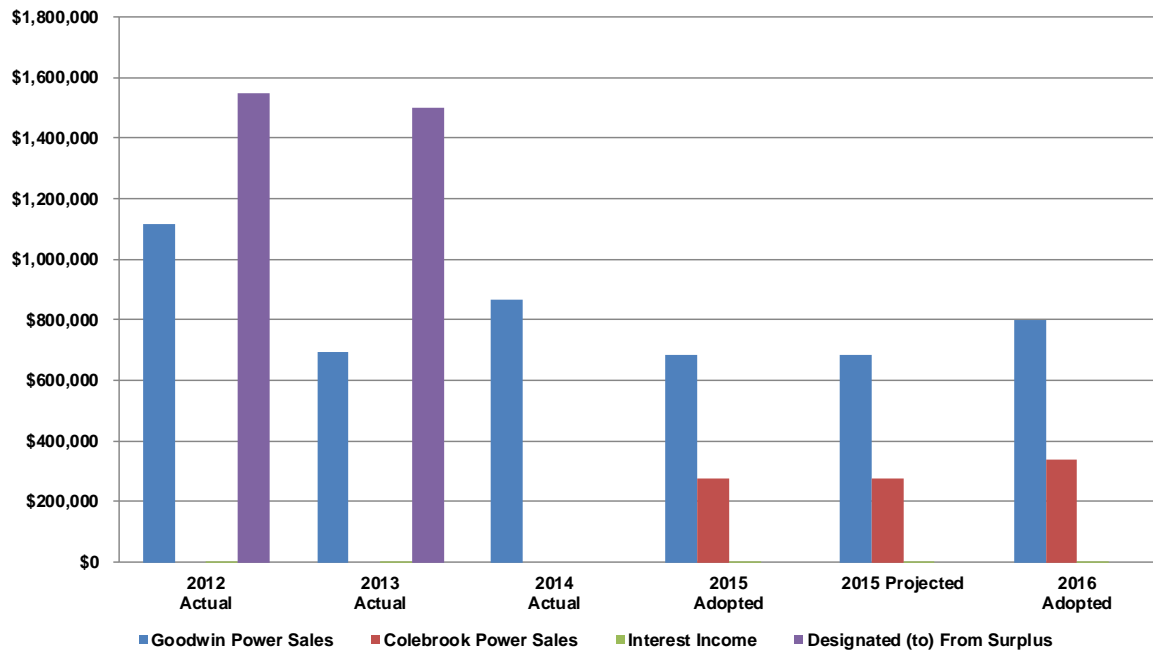
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Goodwin Power Sales	\$800,700	70.01%
Colebrook Power Sales	339,000	29.64%
Subtotal	\$1,139,700	99.65%
Interest Income	4,000	0.35%
Total Revenues:	\$1,143,700	100.00%

Hydroelectric Revenues

Five-Year Revenue Trend



	2012 Actual	2013 Actual	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Goodwin Power Sales	\$1,115,700	\$696,703	\$868,056	\$684,400	\$684,400	\$800,700
Colebrook Power Sales	0	0	0	275,500	275,500	339,000
Interest Income	3,000	608	0	4,000	4,000	4,000
Designated (to) From Surplus	1,550,000	1,500,000	0	0	0	0
Total	\$2,668,700	\$2,197,311	\$868,056	\$963,900	\$963,900	\$1,143,700

Hydroelectric Revenues

Power Generation by Kilowatt Hours

Commitment Item	Description	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
HYDROELECTRIC REVENUES					
Power Sales					
450320	Goodwin Power Sales	\$1,063,425	\$684,400	\$684,400	\$800,700
450321	Colebrook Power Sales	0	275,500	275,500	339,000
	Total	1,063,425	959,900	959,900	1,139,700
Interest Income					
440005	Interest Income	4	4,000	4,000	4,000
	Total	4	4,000	4,000	4,000
	Total Revenues	\$1,063,428	\$963,900	\$963,900	\$1,143,700

Source Profile

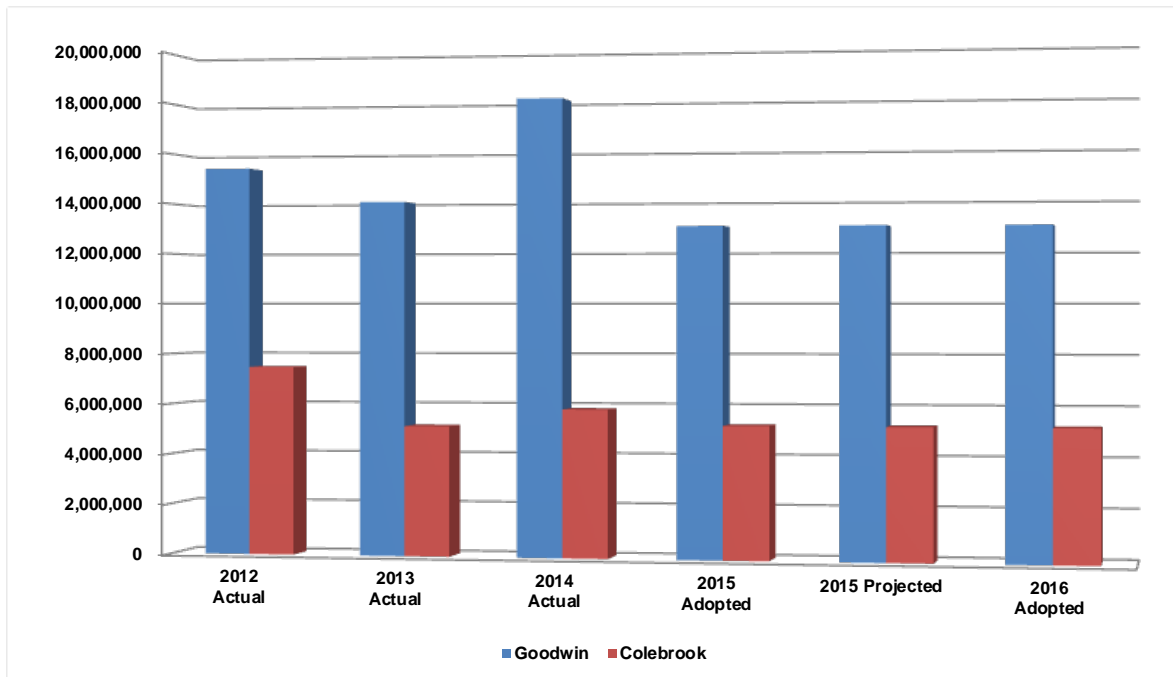
Revenue in support of hydroelectric expenditures is derived from: the sale of power produced at the District's Goodwin and Colebrook Hydroelectric power facilities; interest earned from the investment of available cash; and surplus funds (if available) designated to support the expenditure budget.

Budget Highlights

The 2016 budget revenues from the sale of power generated at Goodwin and Colebrook in the coming year assumes a full production year. The total budget of \$1,143,700 reflects a \$179,800 increase from the level adopted for 2015.

Hydroelectric Revenues

Power Generation by Kilowatt Hours



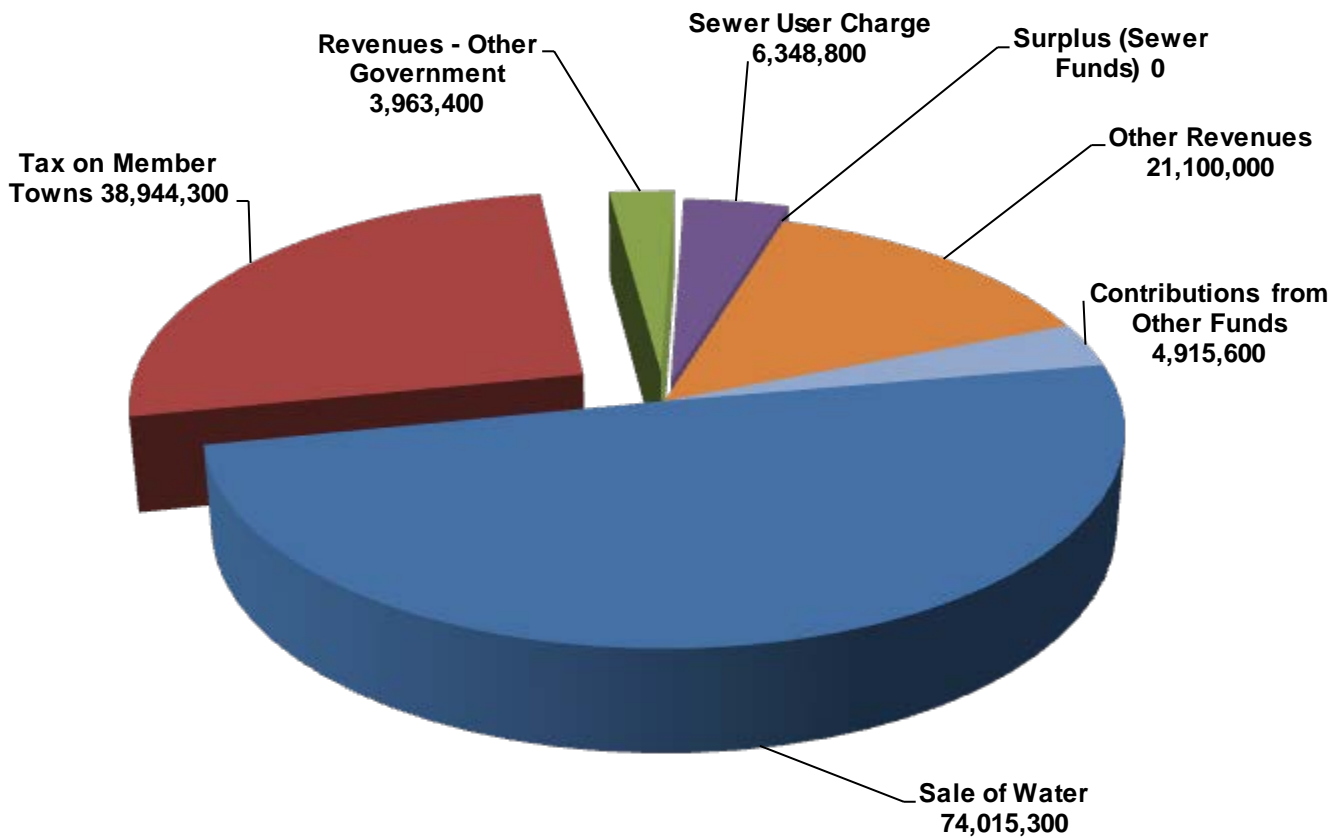
	2012 Actual	2013 Actual	2014 Actual	2015 Adopted	2015 Projected	2016 Adopted
Goodwin	15,392,344	14,029,702	18,066,400	13,027,000	13,027,000	13,027,000
Colebrook	7,473,818	5,150,218	5,846,120	5,243,000	5,243,000	5,243,000
Total	22,866,162	19,179,920	23,912,520	18,270,000	18,270,000	18,270,000

Kilowatt Hours by Facility

Power production estimates for the coming year are based on historical averages. Changes in seasonal weather conditions have a significant effect on water supplies used for power generation.

Exhibits

Water and Sewer Revenues And Other Financing Sources



<u>Sale of Water</u>	
Domestic	24.43%
Commercial	7.58%
Industrial	1.05%
Public Authorities/Other	2.93%
Customer Service Charge	13.59%
Surcharge Non-Member Towns	1.10%
Special Surcharge Non-Member Towns	0.15%
Total Sale of Water	50.83%

<u>Town Tax</u>	
Hartford	6.82%
East Hartford	3.19%
Newington	2.35%
Wethersfield	2.15%
Windsor	2.28%
Bloomfield	1.97%
Rocky Hill	1.50%
West Hartford	5.83%
Total	26.09%

\$149,287,400

Exhibits

Tax Computation Schedule

2016 Tax Computation Schedule
Average Annual Receipts from Taxation on Member Towns
for the Three Year Period Ending Previous to July 1, 2016

Municipality	Year	Amount	Average	% of Total	2016 Tax	2015 Tax	Change	% Change
Hartford	2013	255,546,000						
	2014	251,000,063						
	2015	251,000,063						
	Total	757,546,126	252,515,375	26.126826%	10,174,900	10,298,600	-123,700	-1.20%
East Hartford	2013	115,890,000						
	2014	118,337,729						
	2015	120,312,453						
	Total	354,540,182	118,180,061	12.227651%	4,762,000	4,490,100	271,900	6.06%
Newington	2013	83,913,000						
	2014	85,379,835						
	2015	91,914,518						
	Total	261,207,353	87,069,118	9.008717%	3,508,400	3,287,300	221,100	6.73%
Wethersfield	2013	75,928,171						
	2014	81,195,160						
	2015	81,699,131						
	Total	238,822,462	79,607,487	8.236690%	3,207,700	3,022,000	185,700	6.14%
Windsor	2013	82,159,015						
	2014	83,297,792						
	2015	88,029,884						
	Total	253,486,691	84,495,564	8.742441%	3,404,700	3,222,600	182,100	5.65%
Bloomfield	2013	68,752,328						
	2014	74,411,058						
	2015	75,426,343						
	Total	218,589,729	72,863,243	7.538888%	2,936,000	2,752,400	183,600	6.67%
Rocky Hill	2013	56,454,000						
	2014	54,435,511						
	2015	55,862,868						
	Total	166,752,379	55,584,126	5.751083%	2,239,700	2,153,700	86,000	3.99%
West Hartford	2013	210,571,000						
	2014	214,965,817						
	2015	223,013,725						
	Total	648,550,542	216,183,514	22.367703%	8,710,900	8,219,700	491,200	5.98%
Total Taxation: Member Towns:			966,498,488	100.00%	38,944,300	37,446,400	1,497,900	4.00%

Description:

The method for taxing member municipalities is set forth in Section 3-12 and 3-13 of the District Charter, which grants the District Board acting on the recommendation of the Board of Finance, the power to levy a tax upon the towns sufficient to finance the District's General Fund expenditures. The tax is divided among the member towns in proportion to the total revenue each received from property taxation as averaged over the prior three years.

The amount of the 2016 tax due in the first half of the coming year is equivalent to 50% of the total 2015 tax levy on the eight member towns. The total amount due from all towns in the first half of the year will be subtracted from the total 2016 tax level; the balance becomes the amount due in the second half of the year.

Exhibits

Member Municipalities – Economic and Demographic Information

The member municipalities comprising The Metropolitan District are located in central Connecticut, midway between Boston and New York. The Town of East Hartford operates under a strong Mayor-Council form of government, while all other member municipalities operate under the Council-Manager system.

The member municipalities are served by a network of highways. Interstate 91 provides north-south access between New Haven and the Canadian border. Interstate 84 runs from Hartford west to Danbury and through New York State and east to Massachusetts Turnpike. State Routes 2 and 9 link Hartford with Connecticut's southern coast on Long Island Sound. Connecticut's largest airport, Bradley International, is located 14 miles north of the City of Hartford.

Population and Density						
Municipality	2014 Population	2010 Population	2000 Population	% Change 2013—2010	Square Miles	Density ¹
Bloomfield	20,486	20,696	19,857	-0.9	26.4	752
East Hartford	51,284	48,766	49,575	5.8	18.7	2,651
Hartford	125,017	124,775	121,578	0.0	18.4	6,608
Newington	30,562	29,306	29,306	4.3	13.2	2,220
Rocky Hill	19,915	18,827	17,966	4.8	13.9	1,292
West Hartford	63,268	61,045	63,589	3.6	22.2	2,864
Wethersfield	26,594	25,767	26,271	3.6	13.0	2,020
Windsor	29,140	29,044	28,237	0.3	31.1	908

¹ Based on 2010 population. Source: 1990-2010 – U.S. Department of Commerce, Bureau of Census. 2014 CAFR.

Income Levels			
Municipality	Income Per Capita	Median Family Income	Median Household Income
Bloomfield	\$28,843	\$70,867	\$59,880
East Hartford	24,799	47,056	49,611
Hartford	29,430	29,430	28,970
Newington	36,209	64,234	71,817
Rocky Hill	39,785	63,343	60,247
West Hartford	43,998	75,744	78,488
Wethersfield	39,663	67,788	72,041
Windsor	35,594	N/A	N/A
District Average	\$32,081	\$62,687	\$60,561
State Average	\$37,627	\$73,181	\$69,243

Source: 2014/2015 CAFR

Labor Force Data — September, 2014 —			
Municipality	Employed	Unemployed	Percent
Bloomfield	9,302	791	7.8
East Hartford	24,184	2,262	10.0
Hartford	42,396	7,281	14.7
Newington	16,111	900	5.3
Rocky Hill	10,598	534	4.8
West Hartford	28,569	1,601	5.3
Wethersfield	12,797	831	6.1
Windsor	15,286	1,068	6.5
Hartford Labor Market	570,231	18,854	7.3
State of Connecticut	1,783,000	107,800	6.4

Source: Connecticut Department of Labor and Connecticut Economic Resource Center

Exhibits

HISTORICAL WATER USE RATES

Year Adopted	Water Used Rates (Per CCF)	Untreated Water Rates (Per CCF)
2005	\$1.77	\$0.60
2006	\$1.84	\$0.73
2007	\$1.96	\$0.88
2008	\$2.21	\$0.99
2009	\$2.07	\$0.99
2010	\$2.12	\$0.99
2011	\$2.35	\$0.99
2012	\$2.43	\$1.00
2013	\$2.50	\$1.00
2014	\$2.53	\$1.00
2015	\$2.53	\$1.00
2016	\$2.66	\$1.00

Exhibits

HISTORICAL WATER SURCHARGES

	<u>2012</u>		<u>2013</u>		<u>2014</u>		<u>2015</u>		<u>2016</u>	
	<u>Monthly</u>	<u>Quarterly</u>	<u>Monthly</u>	<u>Quarterly</u>	<u>Monthly</u>	<u>Quarterly</u>	<u>Monthly</u>	<u>Quarterly</u>	<u>Monthly</u>	<u>Quarterly</u>
<u>Customer Service Charge (SEC. W1b)</u>										
Size of Meter										
5/8"	\$13.10	\$39.30	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44
3/4"	\$13.10	\$39.30	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44
1"	\$13.10	\$39.30	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44
1 1/2"	\$27.50	\$82.50	\$28.29	\$84.87	\$28.29	\$84.87	\$20.50	\$61.50	\$20.50	\$61.50
2"	\$27.50	\$82.50	\$28.29	\$84.87	\$28.29	\$84.87	\$32.98	\$98.94	\$32.98	\$98.94
3"	\$178.42	\$535.26	\$183.52	\$550.56	\$183.52	\$550.56	\$125.21	\$375.63	\$125.21	\$375.63
4"	\$178.42	\$535.26	\$183.52	\$550.56	\$183.52	\$550.56	\$159.20	\$477.60	\$159.20	\$477.60
6"	\$178.42	\$535.26	\$183.52	\$550.56	\$183.52	\$550.56	\$511.79	\$1,535.37	\$511.79	\$1,535.37
8"	\$178.42	\$535.26	\$183.52	\$550.56	\$183.52	\$550.56	\$601.85	\$1,805.55	\$601.85	\$1,805.55
10"	\$178.42	\$535.26	\$184.52	\$553.56	\$184.52	\$553.56	\$619.05	\$1,857.15	\$619.05	\$1,857.15
12"	\$178.42	\$535.26	\$183.52	\$550.56	\$183.52	\$550.56	\$1,083.33	\$3,249.99	\$1,083.33	\$3,249.99
<u>Surcharge Outside the Metropolitan District (SEC. W1c)</u>										
Size of Meter										
5/8"	\$13.18	\$39.54	\$35.25	\$105.75	\$16.58	\$49.74	\$13.48	\$40.44	\$13.48	\$40.44
3/4"	\$14.32	\$42.96	\$38.30	\$114.90	\$18.58	\$55.74	\$13.48	\$40.44	\$13.48	\$40.44
1"	\$18.44	\$55.32	\$49.30	\$147.90	\$23.20	\$69.60	\$13.48	\$40.44	\$13.48	\$40.44
1 1/2"	\$23.73	\$71.19	\$63.46	\$190.38	\$29.89	\$89.67	\$20.50	\$61.50	\$20.50	\$61.50
2"	\$38.10	\$114.30	\$101.87	\$305.61	\$48.14	\$144.42	\$32.98	\$98.94	\$32.98	\$98.94
3"	\$144.36	\$433.08	\$386.04	\$1,158.12	\$182.49	\$547.47	\$125.21	\$375.63	\$125.21	\$375.63
4"	\$180.45	\$541.35	\$482.55	\$1,447.65	\$232.39	\$697.17	\$159.20	\$477.60	\$159.20	\$477.60
6"	\$280.70	\$842.10	\$750.63	\$2,251.89	\$344.57	\$1,033.71	\$511.79	\$1,535.37	\$511.79	\$1,535.37
8"	\$390.95	\$1,172.85	\$1,018.72	\$3,056.16	\$479.04	\$1,437.12	\$601.85	\$1,805.55	\$601.85	\$1,805.55
10"	\$391.95	\$1,175.85	\$1,018.72	\$3,056.16	\$479.04	\$1,437.12	\$619.05	\$1,857.15	\$619.05	\$1,857.15
12"	\$591.48	\$1,774.44	\$1,581.69	\$4,745.07	\$724.75	\$2,174.26	\$1,083.33	\$3,250.00	\$1,083.33	\$3,250.00
<u>Charges for Private Fire Protection Service (SEC. W6f)</u>										
Size of Meter										
2"	\$13.81	\$41.43	\$14.21	\$42.63	\$14.38	\$43.14	\$14.38	\$43.14	\$14.38	\$43.14
3"	\$17.98	\$53.94	\$18.50	\$55.50	\$18.72	\$56.16	\$18.72	\$56.16	\$18.72	\$56.16
4"	\$26.99	\$80.97	\$27.77	\$83.31	\$28.10	\$84.30	\$28.10	\$84.30	\$28.10	\$84.30
6"	\$45.26	\$135.78	\$46.56	\$139.68	\$47.12	\$141.36	\$47.12	\$141.36	\$47.12	\$141.36
8"	\$68.05	\$204.15	\$70.01	\$210.03	\$70.85	\$212.55	\$70.85	\$212.55	\$70.85	\$212.55
10"	\$113.96	\$341.88	\$117.24	\$351.72	\$118.65	\$355.95	\$118.65	\$355.95	\$118.65	\$355.95
12"	\$160.27	\$480.81	\$164.89	\$494.67	\$166.87	\$500.61	\$166.87	\$500.61	\$166.87	\$500.61

Exhibits

HISTORICAL WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL RULES AND CHARGES

<u>Water Assessment Rates and Other Related Charges:</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Main Pipe Assessment (per ft)	\$41.00	\$41.00	\$41.00
Service Pipe Taps			
<i>(Does not include materials)</i>			
1" Service Tap	-	-	-
1-1/2" & 2" Service Taps	-	-	-
4", 6", & 8" Service Taps	-	-	-
Domestic (Includes spacer and meter costs)			
1" Service Tap with 5/8" Meter	\$550.00	\$550.00	\$550.00
1" Service Tap with 3/4" Meter	\$575.00	\$575.00	\$575.00
1-1/2" Service Tap with 1" Meter	\$695.00	\$695.00	\$695.00
2" Service Tap with 1-1/2" Meter	\$940.00	\$940.00	\$1,400.00
4" Service Tap with 2" Meter	\$990.00	\$990.00	\$1,450.00
4" Service Tap with 3" Meter	\$1,120.00	\$1,120.00	\$1,580.00
6" Service Tap with 4" Meter	\$1,320.00	\$1,320.00	\$1,780.00
8" Service Tap with 6" Meter	\$1,945.00	\$1,945.00	\$2,400.00
10" Service Tap with 8" Meter	\$2,910.00	\$2,910.00	\$3,370.00
Fire Service			
2" Fire Service Tap	\$565.00	\$565.00	\$565.00
4" Fire Service Tap	\$460.00	\$460.00	\$460.00
6" Fire Service Tap	\$460.00	\$460.00	\$460.00
8" Fire Service Tap	\$460.00	\$460.00	\$460.00
Hydrants			
Installed after the main	\$9,800.00	\$9,800.00	\$9,800.00
Hydrant Maintenance	\$100.00	\$100.00	\$100.00
Hydrant Relocation	\$15,000.00	\$15,000.00	\$15,000.00
	deposit + actual cost + overhead	deposit + actual cost + overhead	deposit + actual cost + overhead
Fire Flow Testing	\$340.00	\$340.00	\$340.00

Exhibits

HISTORICAL WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL RULES AND CHARGES

<u>Special Meter Charges and Deposits:</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Hydrant Meters			
Non-refundable administrative and meter reading fee - includes \$100 minimum water use	-	-	-
Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,000.00	\$1,000.00	\$1,000.00
Hydrant Meter Deposit	\$1,500.00	\$1,500.00	\$1,500.00
Connection / Inspection Fee	-	-	-
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00	\$50.00	\$50.00
Frozen, Lost or Damaged Meters			
5/8" meter	\$200.00	\$200.00	\$200.00
3/4" meter	\$240.00	\$240.00	\$240.00
1" meter	\$275.00	\$275.00	\$275.00
1-1/2" Meter	\$920.00	\$920.00	\$920.00
2" Meter	\$1,155.00	\$1,155.00	\$1,155.00
3" Meter	\$1,355.00	\$1,355.00	\$1,355.00
4" Meter	\$1,615.00	\$1,615.00	\$1,615.00
6" Meter	\$2,560.00	\$2,560.00	\$2,560.00
8" Meter	\$4,000.00	\$4,000.00	\$4,000.00
Radio transmitter unit	\$155.00	\$155.00	\$155.00
Repair meter larger than 1"	-	-	-
Replace meter larger than 1"	-	-	-

Exhibits

HISTORICAL WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL RULES AND CHARGES

<u>Special Meter Charges and Deposits:(Cont'd)</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Spacer Charges			
5/8" , 3/4"	\$145.00	\$145.00	\$145.00
1"	\$150.00	\$150.00	\$150.00
1-1/2"	\$200.00	\$200.00	\$200.00
2" & larger	\$220.00	\$220.00	\$220.00
Damaged Hydrant Charge			
Replacement	actual cost + overhead	actual cost + overhead	actual cost + overhead
Repair	actual cost + overhead	actual cost + overhead	actual cost + overhead
Delinquent Account Review and Lien Fees	\$85.00	\$85.00	\$85.00
Delinquent Account Review and Lien Fees-Condo Association	-	\$26.00	\$26.00
Checks Returned for Insufficient Funds	\$50.00	\$50.00	\$50.00
Shut-Off/Turn-on for Non-Payment	\$100.00	\$100.00	\$100.00
Shut-Off/Turn-on for Non-Payment (subsequent event in same year)	N/A	N/A	\$200.00
Scheduled Overtime/Emergency Inspections	\$325.00	\$325.00	\$325.00
Off and On Within 12 Months	\$95.00	\$95.00	\$95.00
Install Permanent Meter (No Service Tap)	-	-	-
5/8" - 1" Meter	\$96.00	\$96.00	\$96.00
2" Meter & Larger	\$240.00	\$240.00	\$240.00
Backflow Prevention Device Testing	\$90.00	\$90.00	\$90.00
Service Call 1st visit free	\$90.00	\$90.00	N/A
Service Call - Subsequent visits	N/A	N/A	\$90.00
Closing Meter Read Fee (per visit)	N/A	N/A	\$90.00
Check reading & leaks (no problem found)	\$90.00	\$90.00	\$90.00
Water Wagon-Saturday	\$1,030.00	\$1,030.00	\$1,030.00
Water Wagon-Sunday	\$1,350.00	\$1,350.00	\$1,350.00
Water Tanker -Administrative Fee + actual water use to be billed	\$75.00	\$75.00	\$75.00
Administrative Review for Water and/or Sewer Services	\$465.00	\$465.00	\$465.00
Tampering of Hydrant or Water Supply			
First Offense	N/A	N/A	\$500.00
Subsequent Offense	N/A	N/A	\$1,000.00

Exhibits

COMPOUND ANNUAL GROWTH RATE SCHEDULE

Year Adopted	Member Town Ad Valorem	Sewer Rates (Per CCF)	BOD Rates (Per CCF)	COD Rates (Per CCF)	Suspended Solids Rates (Per CCF)	Special Sewer Surcharge (Per CCF)
2005	\$ 26,991,288	\$1.70	\$0.22	\$0.22	\$0.17	N/A
2006	\$ 29,214,143	\$1.84	\$0.22	\$0.22	\$0.17	N/A
2007	\$ 30,966,992	\$1.96	\$0.24	\$0.24	\$0.19	N/A
2008	\$ 32,670,177	\$2.08	\$0.25	\$0.25	\$0.20	\$0.35
2009	\$ 30,967,000	\$2.08	\$0.25	\$0.25	\$0.20	\$0.70
2010	\$ 30,967,000	\$2.08	\$0.25	\$0.25	\$0.20	\$1.05
2011	\$ 32,360,500	\$2.35	\$0.28	\$0.28	\$0.23	\$1.40
2012	\$ 33,493,200	\$2.43	\$0.29	\$0.29	\$0.24	\$1.90
2013	\$ 34,799,400	\$2.52	\$0.30	\$0.30	\$0.25	\$2.40
2014	\$ 36,156,600	\$2.62	\$0.31	\$0.31	\$0.26	\$2.90
2015	\$ 37,946,400	\$2.75	\$0.33	\$0.33	\$0.27	\$2.90
2016	\$ 38,944,300	\$2.86	\$0.34	\$1.33	\$0.28	\$3.25

BOD = Biochemical Oxygen Demand

COD = Chemical Oxygen Demand

Suspended Solids strength charge

N/A = Not Applicable

Exhibits

COMPOUND ANNUAL GROWTH RATE SCHEDULE

<u>Description</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>CAGR</u>	<u>2015-2016 Change</u>
Ad Valorem	\$33,493,200	\$34,799,400	\$36,156,600	\$37,446,400	\$38,944,300	3.8%	4.0%
Sewer Debt Service	\$28,229,300	\$50,262,400	\$37,914,700	\$19,118,700	\$20,865,100	-7.3%	9.1%
Total Sewer Budget	\$71,138,100	\$92,674,000	\$80,716,300	\$62,176,200	\$64,993,300	-2.2%	4.5%
Sewer User Charge	\$2.43	\$2.52	\$2.62	\$2.75	\$2.86	4.2%	4.0%
Base Water Rate	\$2.43	\$2.50	\$2.53	\$2.53	\$2.66	2.3%	5.1%
Water Debt Service	\$11,617,800	\$12,276,300	\$14,720,500	\$17,221,500	\$22,708,200	18.2%	31.9%
Total Water Budget	\$65,853,800	\$68,023,700	\$70,204,300	\$80,793,500	\$84,294,100	6.4%	4.3%

Exhibits

HISTORICAL HEADCOUNT

<u>Budget</u>	<u>2015</u>	<u>2016</u>	<u>Change</u>
Operating	450	444	-6
Capital Improvement	107	102	-5
Clean Water Project	<u>0</u>	<u>0</u>	<u>0</u>
Total	557	546	-11

Glossary

Abbreviations/Acronyms

The following abbreviations are commonly used throughout the budget document.

Acronym	Description
AAP	Affirmative Action Plan
BPW	Bureau of Public Works
CCF	Hundred cubic feet
CIP	Capital Improvement Program
CMOM	Capacity, Management, Operations & Maintenance
CSO	Combined Sewer Overflow
CRRA	Connecticut Resources Recovery Authority
CWP	Clean Water Project
DEEP	Department of Energy and Environmental Protection
EPA	Environmental Protection Agency
FERC	Federal Energy Regulatory Commission
FRWA	Farmington River Watershed Association
GFOA	Government Officers Finance Association
GIS	Geographic Information System
HHW	Household Hazardous Waste
IBNR	Incurred But Not Reported
LIMS	Laboratory Information Management System
LTCP	Long Term Control Plan
MDC	Metropolitan District Commission (also used for The Metropolitan District)
MGD	Million gallons per day
OPEB	Other Post Employment Benefits
PLC	Programmable Logic Controller
PLO	Project Loan Obligation
PMU	Program Management Unit
ROW	Right-of-way
RRI	Riverfront Recapture, Inc.
SDWA	Safe Drinking Water Act
SSO	Sewer Separation Overflow
VMF	Vehicle Maintenance Facility

Glossary

Definitions

Activity: a specific line of work performed by one or more organizational components for the purpose of accomplishing a departmental responsibility.

Adopted Budget: the budget approved annually by the District Board, as required by the Charter of the Metropolitan District.

Affirmative Action Plan (AAP): a document detailing the Metropolitan District's policy of non-discrimination and its employment practices with regard to steps taken or to be taken to recruit, employ, train, transfer, promote and otherwise advance in employment qualified minorities and females.

Allotment: specific expense items within a major account.

Appropriation: the amount of money allocated for a specific use.

Assessable Sewers: sewer installations for which the benefits are directly assessed to property owners served or to be served by such sewers.

Assessable Sewer Fund: fund in which sewer assessment payments accrue for the purpose of funding the construction of Assessable Sewers on a pay-as-you-go basis.

Authorized Positions: positions authorized for inclusion in the Metropolitan District's table of organization, as recommended by the Personnel, Pension & Insurance Committee and approved by the District Board.

Automated Work Order System: a system which provides for more accurate and timely reporting of personnel time, materials and supplies associated with individual jobs and corresponding work orders.

Backflow Prevention Device: plumbing device installed in a sewer house connection to prevent the backup of sewage into a home or business.

Board of Finance: a board of the Metropolitan District Commission responsible for financial and budgetary policy-making as outlined under Section 3 of the District Charter.

Bureau of Public Works (BPW): bureau of Board responsible for policy-making related to the District's sewerage system.

Call-Before-You-Dig: State of Connecticut-mandated program requiring all utilities to locate and mark their underground facilities in the vicinity of pending construction.

Capital Improvement Program/Plan (CIP): the District's long-range plan for improving, upgrading and expanding its capital facilities, as set forth annually in the capital improvement budget.

Glossary

Capital Outlay: budget account comprised of equipment costing \$5,000.00 or more with an anticipated useful life of 3 years or longer.

Catch Basin: a receptacle at the entrance to a sewer designed to collect storm water or surface water runoff.

CCF: hundred cubic feet; the equivalent of approximately 750 gallons.

Charter: the Charter of The Metropolitan District; Special Act 511 of the 1929 session of the Connecticut General Assembly, as amended.

Chief Executive Officer (CEO): the District's highest ranking employee; responsible for the overall management and administration of the programs and activities of the Metropolitan District.

Clean Water Act: federal legislation governing required levels of treatment for sanitary and industrial wastes prior to discharge into the nation's waters.

Clean Water Project: a fifteen year federal and state mandated project to eliminate all combined and sanitary sewer overflows by the year 2018.

Combined Sewer: sewer line that carries both storm water and sanitary sewage.

Combined Sewer Overflow (CSO): DEP-permitted overflow of storm water and sanitary sewage into the Connecticut River as a result of overloading of combined sewers during storm events.

Commission: see District Board

Commissioners: members of the District Board, whose appointments and terms are outlined in the Charter; current membership totals 29 Commissioners.

Connecticut Plan: State of Connecticut master water supply plan, as developed by the state's public and private water purveyors under the direction of the Department of Public Health (DPH).

Connecticut Resources Recovery Authority (CRRA): one the State authorities responsible for Connecticut's solid waste disposal program, including the Hartford-based Mid-Connecticut Project.

Consent Order: an agreement/legal obligation between a State of Connecticut regulatory agency (DEP, DPH, etc.) and the MDC calling for certain improvements to be made according to a definitive schedule.

Glossary

Cross-Connection: a plumbing configuration that enables a potable water source to be mixed with a non-potable substance as a result of a backflow situation, a reduction in pressure, etc.

Department: group of related activities aimed at accomplishing a major service for which the District is responsible.

Department Head: individual who is responsible for the overall administration and performance of a Department.

Department of Energy and Environmental Protection (DEEP): lead State of Connecticut regulatory agency responsible for enforcing federal Clean Water Act requirements.

Department of Public Health (DPH): lead State of Connecticut regulatory agency responsible for enforcing federal Safe Drinking Water Act requirements.

Developer's Permit Agreement: process by which developers may perform water and sewer installation work on behalf of the District.

District Board: the Metropolitan District's board of commissioners; the policy-makers of the Metropolitan District.

Effluent: the liquid end product of the wastewater treatment process.

Emergency Action Plan (EAP): dam failure emergency plan required of owners of hydroelectric facilities in accordance with Federal Energy Regulatory Commission (FERC) mandates.

Environmental Protection Agency (EPA): federal agency responsible for promulgating and enforcing Clean Water Act and Safe Drinking Water Act regulations through the Connecticut Department of Energy and Environmental Protection and the Connecticut Department of Public Health, respectively.

Environmental Systems Research Institute, Inc. (ESRI): A full service geographic information system (GIS) company that provides support services to the GIS Services activity.

Exclusive Service Area: the designated service (franchise) area of a water purveyor under the Connecticut Plan.

Expenditure: actual disbursement or expense.

Farmington River Watershed Association (FRWA): non-profit organization that oversees programs and projects on the Farmington River in Massachusetts and Connecticut.

Glossary

Federal Energy Regulatory Commission (FERC): federal agency governing the licensing and operations of the District's Goodwin and Colebrook hydroelectric power projects.

Ford Box: meter located in a meter pit outside the premises being served.

Fund: fiscal and accounting entity which is segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions, or limitations.

Funding Allocation: amount within a Fund allocated to a specific activity.

Geographic Information System (GIS): a system of computer hardware, software and procedures designed to support, capture, manage, manipulate, analyze, model and display spatially referenced data for solving complex planning and management problems.

General Obligation (GO) Bond: long-term bond backed by the full faith and credit of a government institution, like the Metropolitan District.

Gravel Program: District's plan to extract and process sand and gravel from MDC-owned land for sale and in-house use.

Grit: sand and organic materials that enter the District's water pollution control facilities through the combined sewerage system.

House Connection: section of the sanitary sewer line that is the property owner's responsibility; runs from the sewer lateral to the home or business.

Household Hazardous Waste (HHW): common household items (polishes, paints, aerosols, etc.) that are hazardous to the environment, necessitating that they be separated from the waste stream to ensure proper disposal. The District administers several household hazardous waste collections in member and non-member communities each spring and fall.

Individual Water Supply Plan: a Connecticut water purveyor's 50 year plan for providing adequate supplies of potable water to its current and future service areas, as regulated by the Connecticut Department of Public Health.

Information Technology: department responsible for the planning, development and ongoing administration of an integrated, District-wide information storage, communication and computing program.

Infrastructure: permanent installations of the District's water and/or sewer system (mains, hydrants, treatment facilities, dams, etc.).

Glossary

Line Item: specific allotments within appropriations as approved by the District Board in the adopted budget.

Lock Box: term used to describe the off-site handling of bill payments by a banking institution.

Main(s): major water or sewer line, usually located in a public street or right-of-way.

Maintenance: major budget account comprised of goods and services necessary for the effective maintenance of District facilities and equipment.

Major Account: a summary of expenses by a specific category: payroll, operations, maintenance, and capital outlay.

Member Towns: municipalities incorporated in the District: the City of Hartford and the Towns of East Hartford, West Hartford, Wethersfield, Rocky Hill, Newington, Bloomfield and Windsor.

Metropolitan District Commission (MDC): the policy-making body of the Metropolitan District; the District Board.

Mid-Connecticut Project: The CRRA's Hartford-based resources recovery project, which began commercial operation in mid-1988. The project handles approximately 2,500 tons of garbage per day from 64 municipalities. MDC personnel are responsible for waste transportation/processing and transfer station operations under a contract with the CRRA.

National Pollutant Discharge Elimination Standards (NPDES) Permit: DEP permitting system/standards under which the District operates its water pollution control facilities; the standards governing the contents of the effluent emanating from MDC water pollution control facilities.

Other Post Employment Benefits (OPEB): Employees of state and local governments may be compensated in a variety of forms in exchange for service that will not be received until after their employment with the government ends. The most common type of these postemployment benefits is a pension. Postemployment benefits other than pensions generally take the form of health insurance and dental, vision, prescription, or other healthcare benefits provided to eligible retirees, including in some cases their beneficiaries. They may also include some type of life insurance. As a group, these are referred to as OPEB.

Operations: major budget account comprised of basic goods and services necessary to ensure ongoing administrative, technical and system operations.

Outlet Charges: fees paid by developers/homeowners to connect to the District's sanitary sewer system.

Glossary

Pay-as-you-go: payment of current expenses and capital improvements with current revenues (as opposed to borrowed funds).

Payroll: major budget account comprised of regular pay, overtime, temporary help and standby/premium pay allotments.

Project Loan Obligation (PLO) Bond: A note issued by a municipality to evidence the permanent financial of a project loan.

Photogrammetry: the process of making maps or scale drawings from photographs, especially aerial photographs.

Polymer: chemical used in the sludge thickening process.

Proposed Budget: fiscal operating plan submitted by the Chief Executive Officer to the District Board for their approval.

Raw Water: unfiltered, untreated water from MDC reservoirs.

Remote Meter Reading: technology used to read District water meters without needing to be on-site.

Resource Recovery: a term given to the process by which solid waste (garbage) is reused/recycled and/or converted (through incineration) to a source of fuel/energy.

Revenue: all sources of income in support of the District's operating budget.

Revenue, Non-Operating: category of water revenues that includes several miscellaneous items such as: investment income; revenue from gravel, forestry sales and recreation; and bill jobs.

Revenue, Operating: category of water revenues that includes: sales of treated and untreated water; hydrant maintenance and fire service charges; and other revenues associated with the operation of the District's water system.

Right-of-way (ROW): property on which the District has the legal right to construct potable water and sanitary sewer pipelines.

Riparian Commitment: legal obligation to release an agreed-upon volume of river water for downstream users.

Riverfront Parks System: system of parks along the banks of the Connecticut River in Hartford and East Hartford that is maintained by District forces under an agreement with Riverfront Recapture, Inc., the non-profit entity charged with revitalizing the Connecticut River in the Hartford area.

Glossary

Sand Reconditioning: a process used to wash the sand in the filter beds at the West Hartford and Bloomfield (Reservoir No. 6) Water Treatment Facilities. At West Hartford, a more labor-intensive slow sand reconditioning process is used, while a more automated rapid sand reconditioning process is used at Bloomfield.

Safe Drinking Water Act (SDWA): Public Law 93-523 The Safe Drinking Water Act; also known as Public Health Code Regulation 19-13-B102 "Standards for Quality of Drinking Water" under the Connecticut State Department of Health (effective on June 1, 1977).

Sanitary Sewer: a sewer line that exclusively carries sanitary sewage.

Screenings: coarse, floating materials (rags, small tree limbs, etc.) that enter the District's water pollution control facilities through the combined sewerage collection system and require removal from the wastewater treatment process through the use of screening devices.

Septage: domestic waste emanating from septic tanks.

Service(s): term used to describe the section of a water line that connects a water main to the private water line serving a home or business.

Sewer Lateral: section of sewer line that connects a sewer main to a house connection.

Sewer User Charge: charges levied against certain categories (high flow, high strength and tax exempt users) of customers to recover the cost of operating and maintaining the MDC's sewer system.

Sludge: solid end product of the sewage treatment process.

South Meadows Service Center: 60 Murphy Road, Hartford, facility opened in 1998, at which the District's Utility Services personnel are stationed.

Standby & Premium Pay: compensation paid employees assigned to on-call status and for those employees assigned to shift operations.

Storm Sewer: a sewer line that exclusively carries storm water.

Sub-Activity: unit within an activity.

Surplus: excess prior year funds available to support the new year budget.

Tax on Member Municipalities: annual tax levied on member towns to support the cost of sewer system operations; the District's primary source of sewer revenue.

Temporary Help: a category of payroll to provide salaries for non-permanent employees, usually summer help.

Glossary

The Metropolitan District: municipal corporation (established by Special Act 511 of the 1929 session of the Connecticut General Assembly) responsible for regional potable water and sanitary sewerage systems in its member towns.

Transfer Station: a facility where “local” solid waste is delivered and temporarily stored prior to final delivery to the Mid-Connecticut Project’s regional waste-to-energy facility in the South Meadows section of Hartford.

Treated Water: potable water filtered and chemically treated water at the District’s water treatment facilities.

Treatment, Primary: first step in the wastewater treatment process; involves physical removal/settling of “floatables” from waste stream.

Treatment, Secondary: biological process by which dissolved organic matter and suspended solids are removed from the waste stream at the District’s water pollution control facilities.

Turnover: position vacancies attributable to retirements, promotions, termination and/or resignations.

Vehicle Maintenance Facility (VMF): centralized facility at which the District’s rolling stock and heavy equipment are maintained; located at 50 Murphy Road, Hartford.

Waste Processing: process of turning municipal solid waste into a usable fuel for the production of electricity.

Water Bureau: bureau of Board responsible for policy-making related to the potable water operations of the District.

Water Pollution Control (WPC): term used to describe wastewater treatment and related operations by which the District’s sewage effluent is made safe for discharge to the Connecticut River.

Water Utility Coordinating Committee (WUCC): committee comprised of representatives from public and private water purveyors, regional planning agencies and state agencies with regulatory authority regarding potable water issues whose responsibility it is to develop a long-term water supply plan for a DPH-designated region.

Working Funds: surplus funds available to support the potable water “side” of the budget.

Workload Criteria: anticipated level of work to be accomplished during the budget year, upon which staffing is based.

Work Year: 2,080 hours for a 40 hour work week; 1,950 hours per 37.5 hour work week.

2016 Capital Improvement Program

Summary

Overview

The Capital Improvement Program (CIP) budget is based upon the MDC's comprehensive asset management program for wastewater, water and combined programs. The objective of the program is to ensure the continued safety and efficiency of the District's water mains, sewers, pumping stations, treatment facilities buildings, and equipment. Asset management programs have been developed to maximize the effectiveness and useful life of our facilities.

The MDC will pursue funding for eligible projects under the State of Connecticut Department of Public Health's Drinking Water State Revolving Fund (water projects), State of Connecticut Department of Energy and Environmental Protection's Clean Water Fund (wastewater projects), and other State and/or Federal funding programs. Actual funding of projects is a condition of priority ranking and fund availability. Participation in such funding agreements is subject to the approval of the Metropolitan District.

Major Capital Improvement Components

Wastewater

The primary projects included in this budget are improvements and modernization to MDC's Water Pollution Control facilities. The following are some of next year's major expenditures.

Water Pollution Control Facilities – Air Permit Compliance Upgrades	4,500,000
Water Pollution Control - Electrical Systems Upgrades	3,300,000

Water

This budget will fund improvements to the water infrastructure including treatment plants, pipeline, storage facilities and pump stations. The following are some of the major expenditures for next year.

Bloomfield Transmission Main Extension	8,000,000
Radio Frequency Automated Meter Reading Program	1,500,000

Combined

The primary projects are to improve various District Administrative Facilities and Information Systems.

2016 Capital Improvement Program

Summary

Five-Year Capital Improvement Program

It is anticipated that the District will continue to complete projects associated with the 2006 and 2012 Clean Water Project referendums, during 2016. The District will continue to maintain and improve its assets to ensure the safe and efficient operation of service. In addition, the District has undertaken a comprehensive asset management program which involves a systematic replacement of water and sewer infrastructure in a proactive manner.

2016 Capital Improvement Program

Summary

Wastewater	2016	2017	2018	2019	2020
Assessable Sewer Program	\$ 300,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 100,000
General Purpose Sewer	500,000	750,000	1,000,000	1,000,000	1,000,000
Hartford WPCF - Air Permit Compliance Upgrades	4,500,000	-	-	-	-
Paving Program	1,400,000	1,000,000	1,000,000	1,500,000	2,000,000
Private Property Inflow Disconnect Program	50,000	25,000	25,000	25,000	25,000
Sewer Rehabilitation Program	3,600,000	2,500,000	2,500,000	1,500,000	1,500,000
Various Sewer Pipe Replacement/Rehab – District Wide	1,000,000	2,000,000	3,000,000	3,000,000	3,000,000
WPC Electrical Systems Upgrades	3,300,000	-	-	-	-
WPC Equipment & Facilities Improvements	2,100,000	2,000,000	3,000,000	2,250,000	2,250,000
WPC Plant Infrastructure Renewal and Replacements	3,200,000	2,700,000	2,800,000	2,900,000	3,000,000
Dividend Brook Drainage Area (Phase 1)	-	4,500,000	-	-	-
Dividend Brook Drainage Area (Phase 2)	-	-	-	5,000,000	-
Dividend Brook Drainage Area (Phase 3)	-	-	7,500,000	-	-
Hartford WPCF Final Settling Tanks 1, 3 & 5	-	7,500,000	-	-	-
Inspection of Large Diameter Sewers - Phase II	-	700,000	-	-	-
Hartford WPCF Final Settling Tanks 2, 4 & 6	-	-	12,000,000	-	-
East Hartford WPCF Plant Infrastructure Renewal and Replacements	-	3,750,000	-	-	-
Rocky Hill Upgrade: Sludge Storage, Headworks, & Stormwater PS	-	-	10,000,000	-	-
WPC Supervisory Control and Data Acquisition (SCADA) Upgrades	-	2,000,000	-	2,000,000	-
Hartford WPCF Centrifuge Replacement & Overhead Crane	-	4,000,000	-	-	-
Hartford WPCF Secondary Facility General & Architectural Improvements	-	-	10,000,000	-	-
Hartford WPCF Aeration Tanks 1 & 2 Concrete & Rehabilitation	-	-	-	12,500,000	-
WPC Electrical Systems Upgrades	-	-	2,000,000	-	-
Hartford Sludge Cake Receiving	-	-	9,500,000	-	-
Hartford WPCF Aeration Tanks 3 & 4 - Concrete & Rehabilitation	-	-	-	13,000,000	-
Hartford WPCF Aeration Tanks 5 & 6 - Concrete & Rehabilitation	-	-	-	-	13,500,000
Hartford WPCF DAFT Sludge Equalization & Screening	-	-	12,500,000	-	-
Backwater Valve Program	-	-	100,000	-	100,000
Renewable Energy Projects – Sewer Facilities	-	-	-	3,000,000	-
CCTV Design Review	-	187,500	187,500	187,500	187,500
CCTV Generated Sewer Contracts	-	7,500,000	1,200,000	10,000,000	1,500,000
Governor's Highway Pump Station, East Hartford	-	500,000	-	-	-
Pump Station Upgrades – Howard Avenue, Wethersfield	-	-	-	1,350,000	-
Pump Station Upgrades – Island Road, Windsor	-	-	-	3,000,000	-
Mohawk Dr Pump Station, East Hartford	-	-	-	3,500,000	-
Prasser Pump Station, East Hartford	-	-	-	2,100,000	-
Pump Station Replacement – Stonehedge - Ochialini, Newington	-	-	-	2,000,000	-
Expansion of Sewer SWMM Model	-	-	3,500,000	-	-
Southwest Newington Collection System Study	-	-	-	500,000	-
Mountain Farms Area Sewer Main Extension, West Hartford	-	5,000,000	-	-	-
Pierson Lane - Sewer Extension	-	1,110,000	-	-	-
Rainbow Trunk WWPS - Windsor	-	-	6,995,000	-	-
Oakwood Avenue, West Hartford (I-84 to Flatbush Ave) Phase 2	-	2,840,000	-	-	-
Madison Avenue Sewer and Water Main Replacement	-	2,150,000	-	-	-
Total Wastewater	\$19,950,000	\$52,762,500	\$88,857,500	\$70,412,500	\$28,162,500

2016 Capital Improvement Program

Summary

Water	2016	2017	2018	2019	2020
General Purpose Water Program	\$ 3,000,000	\$ 3,500,000	\$ 3,500,000	\$ 4,500,000	\$ 4,500,000
Bloomfield Transmission Main Extension	8,000,000	7,500,000	-	-	-
WMR Simmons Road Area, East Hartford	3,800,000	-	-	-	-
Paving Program	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Radio Frequency Automated Meter Reading Program	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000
WMR Garden Street Area, Wethersfield	1,000,000	-	-	-	-
Land Acquisition for Water Facilities, Supply and Treatr	500,000	-	1,000,000	-	1,000,000
Water Supply Improvements - Raw Water Transmissioi	500,000	-	-	-	-
WMR Bond Street Area, Hartford (Phase 2)	-	-	3,000,000	-	-
Water Treatment Facility Upgrades	-	2,500,000	3,000,000	3,500,000	3,500,000
WMR Madison Avenue Area, Hartford	-	6,200,000	-	-	-
WMR Buckingham Street Area, Hartford	-	-	6,000,000	-	-
WMR Webster Hill Area, West Hartford	-	-	-	5,000,000	-
Water Storage Tank Improvement	-	4,000,000	2,000,000	2,000,000	2,000,000
WMR Farmington Avenue 11, Hartford	-	3,500,000	-	-	-
WMR Church Street, Hartford	-	3,000,000	-	-	-
Water Supply Improvements - Facilities	-	2,000,000	2,000,000	3,000,000	3,000,000
Renewable Energy Projects - Water Facilities	-	500,000	-	500,000	-
WMR Oakwood Avenue, West Hartford (Phase 2)	-	-	2,500,000	-	-
Long Hill Road Connector WM	-	-	2,500,000	-	-
WHWTP South Storage Tank Installation	-	-	7,000,000	-	-
WHWTP Filter Bed Rehabilitation	-	-	2,000,000	2,000,000	-
Hydrant Replacement Program	-	-	1,600,000	-	1,600,000
Various Transmission Main Design & Construction	-	-	-	2,100,000	2,100,000
Reservoir #3 Dam Improvements	-	-	4,000,000	-	-
Simsbury Road WPS, Bloomfield	-	-	2,000,000	-	-
Uplands Way WPS, Glastonbury	-	-	-	2,000,000	-
Water Pump Stations Improvements	-	-	3,000,000	2,000,000	2,000,000
Water Main Replacement, Various Locations	-	-	3,500,000	15,000,000	12,000,000
Assessable Water Fund	-	-	1,500,000	-	2,000,000
Total Water	\$ 21,300,000	\$ 37,700,000	\$ 55,100,000	\$ 46,600,000	\$ 38,700,000

2016 Capital Improvement Program

Summary

Combined	2016	2017	2018	2019	2020
Survey & Construction	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Engineering Services	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Construction Services	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Technical Services	3,400,000	3,400,000	3,400,000	3,400,000	3,400,000
Administrative Facilities Improvement Program	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Fleet Replacement	1,300,000	800,000	-	800,000	-
Underground Storage Tanks - Removal & Replacement	800,000	-	-	-	-
Information Systems / IT Upgrades	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Total Combined	\$ 22,500,000	\$ 21,200,000	\$ 20,400,000	\$ 21,200,000	\$ 20,400,000

2016 Capital Improvement Program

Appropriation

The Metropolitan District's Capital Improvement Program budget for 2016 totals \$63,750,000 as reflected in the following summary, wastewater programs total \$19,950,000; water programs total \$21,300,000; and combined programs total \$22,500,000.

Wastewater

Assessable Sewer Program	\$ 300,000
General Purpose Sewer	500,000
Hartford WPCF - Air Permit Compliance Upgrades	4,500,000
Paving Program	1,400,000
Private Property Inflow Disconnect Program	50,000
Sewer Rehabilitation Program	3,600,000
Various Sewer Pipe Replacement/Rehab – District Wide	1,000,000
WPC Electrical Systems Upgrades	3,300,000
WPC Equipment & Facilities Improvements	2,100,000
WPC Plant Infrastructure Renewal and Replacements	<u>3,200,000</u>
Total Wastewater	\$ 19,950,000

2016 Capital Improvement Program

Appropriation

Water

General Purpose Water Program	\$ 3,000,000
Bloomfield Transmission Main Extension	8,000,000
WMR Simmons Road Area, East Hartford	3,800,000
Paving Program	3,000,000
Radio Frequency Automated Meter Reading Program	1,500,000
WMR Garden Street Area, Wethersfield	1,000,000
Land Acquisition for Water Facilities, Supply and Treatment	500,000
Water Supply Improvements - Raw Water Transmission Mains	<u>500,000</u>

Total Water **\$21,300,000**

2016 Capital Improvement Program

Appropriation

Combined

Construction Services	\$ 3,500,000
Engineering Services	2,500,000
Fleet Replacement	1,300,000
Administrative Facilities Improvement Program	1,000,000
Technical Services	3,400,000
Information Systems /IT Upgrades	5,000,000
Underground Storage Tanks - Removal & Replacement	800,000
Survey & Construction	<u>5,000,000</u>

Total Combined **\$ 22,500,000**

2016 Capital Improvement Program

Wastewater

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2016 Capital Improvement Program budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Wastewater

Assessable Sewer Program	\$ 300,000
General Purpose Sewer	500,000
Hartford WPCF - Air Permit Compliance Upgrades	4,500,000
Paving Program	1,400,000
Private Property Inflow Disconnect Program	50,000
Sewer Rehabilitation Program	3,600,000
Various Sewer Pipe Replacement/Rehab – District Wide	1,000,000
WPC Electrical Systems Upgrades	3,300,000
WPC Equipment & Facilities Improvements	2,100,000
WPC Plant Infrastructure Renewal and Replacements	<u>3,200,000</u>
Total Wastewater	\$ 19,950,000

2016 Capital Improvement Program

Wastewater

The projects that comprise the wastewater system programs are necessary to enhance, upgrade and rehabilitate the extensive sewer infrastructure throughout the District and to improve the efficiency and effectiveness of facility operations. The following positions are included in wastewater program:

Authorized Positions

<u>Title</u>	<u>Number</u>
Compressor Truck Operator	2
Equipment Operator 1	1
Pipe Joiner	1
Sewer Maintainer 1	3
Sewer Maintenance Crew Leader	2
System Repair Supervisor	1
Truck Driver 2	4
Utility Systems Monitoring Tech 1	<u>2</u>
Total	16

2016 Capital Improvement Program

Wastewater

Program – Assessable Sewer Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$300,000	SCS.SR0014.01	5630

Description

Extension of existing sanitary sewers resulting from property owner petitions for public sewer service within the District's sewer service area. This project includes design, construction and project administration. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To provide sanitary sewer service to property owners within the District's service area by extending local sewer mains. Property owners to be served have either a specific health concern or a desire for public sanitary sewer service.

Prior Appropriation

This appropriation is an increase to the 2014 Assessable Sewer Program, authorization for \$500,000 (SCS.SR0014.01). Total appropriation for this project will now be \$800,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$300,000 is hereby appropriated for the extension of existing sanitary sewers resulting from property owner petitions for public sewer service within the District's sewer service area, including design, construction, project administration, legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2014 Assessable Sewer Program appropriation and bond authorization for \$500,000 (SCS.SR0014.01). The total appropriation for this project will now be \$800,000.

2016 Capital Improvement Program

Wastewater

Program – General Purpose Sewer

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$500,000	SCS.SR0015.04	5113

Description

Planning, Design and Construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, and any related collection system appurtenances at various locations District wide as a result of infrastructure exceeding useful life. Projects may also include electrical, mechanical, or renewable energy upgrades at District facilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

Planning, Design and Construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, and any related collection system appurtenances at various locations District wide as a result of infrastructure exceeding useful life.

Prior Appropriation

This appropriation is an increase to the 2015 General Purpose Sewer Program, authorization for \$2,500,000 (SCS.SR0015.04). Total appropriation for this project will now be \$3,000,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$500,000 is hereby appropriated for the General Purpose Sewer Program including planning, design and construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, and any related collection system appurtenances at various locations District wide as a result of infrastructure exceeding its useful life, and for legal, administrative and other financing costs related thereto. Such Projects may also include electrical, mechanical, or renewable energy upgrades at District facilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 General Purpose Sewer Program appropriation and bond authorization for \$2,500,000 (SCS.SR0015.04). The total appropriation for this project will now be \$3,000,000.

2016 Capital Improvement Program

Wastewater

Program – Hartford WPCF Air Permit Compliance

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,500.000	WPC.FA0116.01	5113

Description

This project is for the design and construction of facilities to allow the Hartford WPCF to comply with new EPA and CT DEEP air quality regulations for new facilities coming on line.

Purpose

This project is for the design and construction of facilities to allow the Hartford WPCF to comply with new EPA and CT DEEP air quality regulations

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

The sum of \$4,500,000 is hereby appropriated for the design and construction of facilities to allow the Hartford Water Pollution Control Facility to comply with new Environmental Protection Agency and Connecticut Department of Energy and Environmental Protection air quality regulations, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Wastewater

Program – Paving Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,400,000	SCS.SR0015.08	5113

Description

Pavement restoration of paved and unpaved areas including sidewalks, spoil material disposal and materials from stock. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To restore sites associated with various sewer installations and replacements.

Prior Appropriation

This appropriation is an increase to the 2015 Paving Program, authorization for \$2,500,000 (SCS.SR0015.08). Total appropriation for this project will now be \$3,900,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$1,400,000 is hereby appropriated for pavement restoration of paved and unpaved areas including sidewalks, spoil material disposal and materials from stock, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Paving Program appropriation and bond authorization for \$2,500,000 (SCS.SR0015.08). The total appropriation for this project will now be \$3,900,000.

2016 Capital Improvement Program

Wastewater

Program - Private Property Inflow Disconnect Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$50,000	SCS.EQ0014.02	5113

Description

Install sump pumps to allow for the discharge of inflow water to the outside lawn area and to disconnect footing drains, floor drains and roof leader drains from the sanitary system. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To eliminate storm water from the sanitary sewer system.

Prior Appropriation

This appropriation is an increase to the 2014 Private Property Inflow Disconnect Program, authorization for \$100,000 (SCS.EQ0014.02). Total appropriation for this project will now be \$150,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$50,000 is hereby appropriated for the installation of sump pumps to allow for the discharge of water to the outside lawn area and to disconnect footing drains, floor drains and roof leader drains from the sanitary system and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2014 Private Property Inflow Disconnect Program appropriation and bond authorization for \$100,000 (SCS.EQ0014.02). The total appropriation for this project will now be \$150,000.

2016 Capital Improvement Program

Wastewater

Program – Sewer Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,600,000	SCS.SR0016.01	5803

Description

Project includes District staffing and equipment and outside services to conduct sewer system investigations (i.e. Closed Captioned TV Inspection/Sonar/Laser methods) to support the design and construction of rehabilitation and replacement of the District's deteriorating segments of the sewer infrastructure. Project includes staffing.

Purpose

The project is being done in accordance with CMOM requirements.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

The sum of \$3,600,000 is hereby appropriated for the conduct of sewer system investigations to support the design and construction of rehabilitation and replacement of deteriorating segments of the District's sewer infrastructure, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Compressor Truck Operator	2	7930001
Equipment Operator 1	1	
Pipe Joiner	1	
Sewer Maintainer 1	3	
Sewer Maintenance Crew Leader	2	
System Repair Supervisor	1	
Truck Driver 2	4	
Utility Systems Monitoring Tech 1	<u>2</u>	
Total	16	

2016 Capital Improvement Program

Wastewater

Program – Various Sewer Pipe Replacement/Rehab – District Wide

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	SCS.SR0016.02	5113

Description

Design and construction of sewer system upgrades, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure located District-wide including survey, sewer easement clearing and closed caption TV inspection. The replacement, rehabilitation and or upgrade of District infrastructure. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate or replace the sanitary sewer pipelines. The replacement includes pipelines that include various materials, but not limited to Black Styrene Pipe, tile pipe, concrete pipe etc.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

The sum of \$1,000,000 is hereby appropriated for the design and construction of sewer system upgrades, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure located District-wide including survey, sewer easement clearing, closed caption TV inspection, the replacement, rehabilitation and or upgrade of District infrastructure, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Wastewater

Program – WPCF Electrical Upgrades

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,300,000	WPC.FA0016.01	5113

Description

This project will design and construct a variety of electrical and related improvements to the four water pollution control facilities to modernize existing electrical and related infrastructure. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

The current electrical infrastructure improvements were done in 1970's and are now beyond useful life and in need of upgrades to meet modern design standards for efficiency, reliability, maintainability and safety.

Future Appropriations

No additional appropriation requests are anticipated over the next four years.

Bond Language

The sum of \$3,300,000 is hereby appropriated for the design and construction of a variety of renewals and replacements the four water pollution control facilities to modernize existing systems and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Wastewater

Program – WPC Equipment & Facilities Improvements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,100,000	WPC.FA0015.01	5113

Description

This project will rehabilitate multiple Water Pollution Control assets to improve operational readiness/reliability, safety posture, increase wastewater processing capabilities and add asset life. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To refurbish and rebuild various equipment.

Prior Appropriation

This appropriation is an increase to the 2015 WPC Equipment & Facilities Improvements, authorization for \$2,600,000 (WPC.FA0015.01). Total appropriation for this project will now be \$4,700,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$2,100,000 is hereby appropriated for the rehabilitation of multiple water pollution control assets to improve operational readiness/reliability, safety posture, increase wastewater processing capabilities and add asset life, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 WPC Equipment & Facilities Improvements appropriation and bond authorization for \$2,600,000 (WPC.FA0015.01). The total appropriation for this project will now be \$4,700,000.

2016 Capital Improvement Program

Wastewater

Program - WPC Plant Infrastructure Renewal and Replacements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,200,000	WPC.FA0015.02	5113

Description

This project will design and construct a variety of renewal and replacements at the four water pollution control facilities to modernize existing systems. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

On-going work at all four water pollution control facilities to address various mechanical, electrical, instrumentation and controls systems. Safety improvements are also planned.

Prior Appropriation

This appropriation is an increase to the 2015 WPC Plant Infrastructure Renewal and Replacements, authorization for \$1,300,000 (WPC.FA0015.02). Total appropriation for this project will now be \$4,500,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$3,200,000 is hereby appropriated for the design and construction of a variety of renewal and replacements at the four water pollution control facilities to modernize existing systems, including design improvements for the Hartford WPCF BNR III, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 WPC Plant Infrastructure Renewal and Replacements appropriation and bond authorization for \$1,300,000 (WPC.FA0015.02). The total appropriation for this project will now be \$4,500,000.

2016 Capital Improvement Program

Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2016 Capital Improvement Program budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Water

General Purpose Water Program	\$ 3,000,000
Bloomfield Transmission Main Extension	8,000,000
WMR Simmons Road Area, East Hartford	3,800,000
Paving Program	3,000,000
Radio Frequency Automated Meter Reading Program	1,500,000
WMR Garden Street Area, Wethersfield	1,000,000
Land Acquisition for Water Facilities, Supply and Treatment	500,000
Water Supply Improvements - Raw Water Transmission Mains	<u>500,000</u>
Total Water	\$21,300,000

2016 Capital Improvement Program

Water

The projects that comprise the water system programs are necessary to extend, upgrade and maintain the extensive water infrastructure throughout the District and to enhance the efficiency and effectiveness of facility operations. The following positions are included in the water program:

Authorized Positions

<u>Title</u>	<u>Number</u>
Customer Service Maintainer 1	6
Meter Maintenance Crew Leader	1
Meter Rebuilding Crew Leader	1
Senior Clerk	<u>1</u>
Total	9

2016 Capital Improvement Program

Water

Program – General Purpose Water Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	WDS.DM0016.01	2113

Description

Design and construction of the replacement of existing water mains and related to system-wide equipment/infrastructure improvements, excluding vehicles. Projects may also include electrical, mechanical or renewable energy upgrades at District facilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To enhance the effectiveness, efficiency and safety of the District's water supply, treatment and distribution systems.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

The sum of \$3,000,000 is hereby appropriated for the design and construction of replacement of existing water mains, system-wide equipment/infrastructure improvements (excluding vehicles), electrical, mechanical and renewable energy upgrades at District facilities, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Water

Program – Bloomfield Transmission Main Extension

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$8,000,000	WDS.TM0516.01	2113

Description

Design, construction, inspection and associated work to extend a transmission main from Burr Road to Woodland Avenue in Bloomfield. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To connect two existing transmission mains, increasing the available water flows available in Bloomfield and Windsor, and decreasing the pressure losses during peak flows.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

The sum of \$8,000,000 is hereby appropriated for the design, construction, inspection and associated work to extend a transmission main from Burr Road to Woodland Avenue in Bloomfield, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Water

Program – Water Main Replacement – Simmons Road Area, East Hartford

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,800,000	WDS.DM0716.01	2113

Description

The project will consist of the design, construction, inspection and associated work to replace water mains in Simmons Road area of East Hartford. Streets include, but are not limited to, Gold Street, Clement Road, Simmons Road, Cumberland Drive, Gould Drive and Gould Circle. The District costs may include salary, benefits and overhead.

Purpose

To replace aging pipelines and structures.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

The sum of \$3,800,000 is hereby appropriated for the design, construction, inspection and associated work to replace water mains in the Simmons Road area of East Hartford, including those in Gold Street, Clement Road, Simmons Road, Cumberland Drive, Gould Drive and Gould Circle, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Water

Program – Paving Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	WDS.DM0016.02	2113

Description

Pavement restoration of paved and unpaved areas including sidewalks, spoil material disposal and materials from stock. District forces may be utilized for this program. District costs may include design, construction, inspection, materials, equipment, salary, benefits & overhead.

Purpose

To restore the sites as a result of various water main installations.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

The sum of \$3,000,000 is hereby appropriated for pavement restoration of paved and unpaved areas including sidewalks, spoil material disposal and materials from stock, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Water

Program – Radio Frequency Automated Meter Reading Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,500,000	WDS.MT0015.01	2318

Description

The Radio Frequency Meter Program standardizes and replaces meters through the long term meter program. The District costs may include salary, benefits and overhead. Project includes staffing.

Purpose

To reduce the number of estimated water bills, replace meters that have exceeded manufacturers suggested life expectancy, replace outdated and non-supported telephone automated meter reading systems and standardize meters.

Prior Appropriation

This appropriation is an increase to the 2015 Radio Frequency Automated Meter Reading Program, authorization for \$3,000,000 (WDS.MT0015.01). Total appropriation for this project will now be \$4,500,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$1,500,000 is hereby appropriated for the radio frequency meter program, standardizing and replacing radio frequency meters and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Radio Frequency Automated Meter Reading Program appropriation and bond authorization for \$3,000,000 (WDS.MT0015.01). The total appropriation for this project will now be \$4,500,000.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Customer Service Maintainer 1	6	7930002
Meter Maintenance Crew Leader	1	
Meter Rebuilding Crew Leader	1	
Senior Clerk	1	
Total	9	

2016 Capital Improvement Program

Water

Program – Water Main Replacement Garden Street Area, – Wethersfield

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	WDS.TM0215.01	2113

Description

This project will consist of the design and construction of water main replacements in the Garden Street area in Wethersfield. Streets include, but are not limited to Garden Street, Lincoln Road, Garden Court, Dorchester Road, and Deerfield Road. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging pipelines and structures.

Prior Appropriation

This appropriation is an increase to the 2015 Water Main Replacement Garden Street Area, – Wethersfield, authorization for \$2,000,000 (WDS.TM0215.01). Total appropriation for this project will now be \$3,000,000.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

An additional sum of \$1,000,000 is hereby appropriated for the design and construction of water main replacements in the Garden Street area in Wethersfield, including, but are not limited to water main replacements in Garden Street, Lincoln Road, Garden Court, Dorchester Road, and Deerfield Road and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Water Main Replacement – Garden (WDS.TM0215.01). The total appropriation for this project will now be \$3,000,000.

2016 Capital Improvement Program

Water

Program – Land Acquisition for Water Facilities, Supply and Treatment

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$500,000	WDS.LA0015.01	2113

Description

Funds shall be used for identification, negotiation and acquisition of land and/or easements to preserve watershed lands or for water treatment, transmission and distribution facilities including but not limited to treatment plants, pump stations, storage tanks, specialty valves and piping within the District's water service area.

Purpose

To identify and acquire land and/or easements to preserve watershed lands or for the construction of water facilities and piping in areas where the existing transmission system is deficient, requiring improvement in storage or pressure.

Prior Appropriation

This appropriation is an increase to the 2015 Land Acquisition for Water Facilities, Supply & Treatment, authorization for \$1,000,000 (WDS.LA0015.01). Total appropriation for this project will now be \$1,500,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$500,000 is hereby appropriated for identification, negotiation and acquisition of land and/or easements to preserve watershed lands or for water treatment, transmission and distribution facilities including but not limited to treatment plants, pump stations, storage tanks, specialty valves and piping within the District's water service area, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Land Acquisition for Water Facilities, Supply & Treatment appropriation and bond authorization for \$1,000,000 (WDS.LA0015.01). The total appropriation for this project will now be \$1,500,000.

2016 Capital Improvement Program

Water

Program – Water Supply Improvements – Raw Water Transmission Mains

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
500,000	WDS.TM0016.01	2113

Description

This project will provide improvements and upgrades to raw and filter water pipeline and transmission main infrastructure improvements to manholes, pipes, valves, gates and supporting structures. Installation of conduits and/or duct banks for controls and various other instrumentation. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To improve the raw water pipeline and transmission main infrastructure.

Future Appropriations

No additional appropriation requests are anticipated over the next four years.

Bond Language

The sum of \$500,000 is hereby appropriated for improvements and upgrades to raw and filter water pipeline and transmission main infrastructure, including improvements to manholes, pipes, valves, gates and supporting structures, the installation of conduits and/or duct bank for controls, various instrumentation and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2016 Capital Improvement Program

Combined

The following is a list of the recommended combined capital programs and projects to be funded through the MDC's 2016 Capital Improvement Program budget. These capital programs and projects provide for needed equipment replacement, technology improvements. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

The following positions are included in the combined capital program:

Combined

Construction Services	\$ 3,500,000
Engineering Services	2,500,000
Fleet Replacement	1,300,000
Administrative Facilities Improvement Program	1,000,000
Technical Services	3,400,000
Information Systems /IT Upgrades	5,000,000
Underground Storage Tanks - Removal & Replacement	800,000
Survey & Construction	5,000,000
	<hr/>
Total Combined	\$ 22,500,000

Authorized Positions

<u>Title</u>	<u>Number</u>
Accounting Administrator-SAP	1
Business Systems Analyst	1
Construction Engineer Support	1
Construction Manager	8
Construction Services Supervisor	8
Design Manager	1
Durational IT Project Manager	1
Durational Project Engineer	1
Engineering Technician 2	3
Engineering Technician 3	12
Facility Engineer 3	1
Manager of Constr. & Engineering Services	1
Manager of Construction Services	1
Manager of Technical Services	1
Principal Engineer	2
Principal Constr. Engineer Tech 1	1
Project Engineer 1	8
Project Engineer 2	5
Project Managers	12
Real Estate Assessment Technician 2	1
Senior Engineer Technician	1
Senior Engineering Drafter	2
Special Services Administrator	1
Survey Chief of Operation	1
Survey Chief of Party	2
Total	<u>77</u>

2016 Capital Improvement Program

Combined

Program - Construction Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,500,000	COM.OT0016.01	5802

Description

Staffing costs

Purpose

The Construction Services department holds responsibility for the management of all of the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next 4 years.

Bond Language

The sum of \$3,500,000 is hereby appropriated for the costs of the management of District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Manager of Constr. & Eng. Services	1	7930007
Manager of Construction Services	1	
Construction Manager	7	
Project Engineer 1	5	
Project Engineer 2	2	
Total	16	

Funding Allocation

Sewer 49%
Water 51%

2016 Capital Improvement Program

Combined

Program - Engineering Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,500,000	COM.OT0016.02	5802

Description

Staffing costs

Purpose

The Engineering Services department holds responsibility for developing and designing the District's capital improvement projects. Projects include improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next 4 years.

Bond Language

The sum of \$2,500,000 is hereby appropriated for developing and designing the District's capital improvement projects, including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Design Manager	1	7930006
Construction Manager	1	
Principal Engineer	1	
Project Managers	6	
Project Engineer 1	2	
Total	11	

Funding Allocation

Sewer 49%
Water 51%

2016 Capital Improvement Program

Combined

Program – Fleet Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,300,000	COM.VE0015.01	5613

Description

This program consists of the replacement of transportation and power operated equipment, the purchase of stationary generators, engines and emergency response equipment, and the installation of global positioning systems. Consultants maybe utilized.

Purpose

To maintain the District's fleet.

Prior Appropriation

This appropriation is an increase to the 2015 Fleet Replacement authorization for \$800,000 (COM.VE0015.01). Total appropriation for this project will now be \$2,100,000.

Future Appropriations

Additional appropriation requests are anticipated over the next four years.

Bond Language

An additional sum of \$1,300,000 is hereby appropriated for the replacement of transportation and power operated equipment, the purchase of stationary generators, engines and emergency response equipment, and the installation of global positioning systems and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Fleet Replacement appropriation and bond authorization for \$800,000 (COM.VE0015.01). The total appropriation for this project will now be \$2,100,000.

Funding Allocation

Sewer 49%
Water 51%

2016 Capital Improvement Program

Combined

Program – Administration Facilities Improvement Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	COM.BL0015.01	5613

Description

This program consists of the replacement and/or upgrade to the District's deteriorating Administration facilities which include building improvements, site improvements and equipment improvements. The District costs may include salary, benefits and overhead. Project includes staffing.

Purpose

To replace and/or upgrade aging equipment and structures.

Prior Appropriation

This appropriation is an increase to the 2015 Administration Facilities Improvement Program authorization for \$1,000,000 (COM.BL0015.01). Total appropriation for this project will now be \$2,000,000.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

An additional sum of \$1,000,000 is hereby appropriated for the replacement and/or upgrade to the District's deteriorating Administration facilities which include building improvements, site improvements, equipment improvements and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead. This appropriation is an increase to the 2015 Administration Facilities Improvement Program appropriation and bond authorization for \$1,000,000 (COM.BL0015.01). The total appropriation for this project will now be \$2,000,000.

Funding Allocation

Sewer 49%
Water 51%

2016 Capital Improvement Program

Combined

Program - Information Technology

Amount
\$5,000,000

Project #
COM.EQ0016.01

Fund
5613

Description

The project includes but is not limited to the purchase, upgrade and/or replacement of computer related infrastructure and/or software. The District costs may include salary, benefits and overhead. Project may include durational employees.

Purpose

To ensure the continued efficient and effective operation of the District's business applications and enhance the benefits of the system.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next four years.

Bond Language

The sum of \$5,000,000 is hereby appropriated for the purchase, upgrade and/or replacement of computer related infrastructure and/or software and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead

Funding Allocation

Sewer 49%
Water 51%

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Accounting Administrator - SAP	1	7930009
Business Systems Analyst	1	
Durational IT Project Manager	1	
Total	3	

2016 Capital Improvement Program

Combined

Program – Underground Storage Tanks

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$800,000	COM.TK0016.01	5613

Description

The project is to provide for the design, installation, construction and remediation for the removal of two existing 10,000 gallons underground storage bulk fuel tanks. The District costs may include salary, benefits and overhead. Project may include durational employees.

Purpose

To maintain the District's underground fuel storage tanks.

Future Appropriations

No additional appropriation requests are anticipated over the next four years.

Bond Language

The sum of \$800,000 is hereby appropriated for the design, installation, construction and remediation for the removal of two existing 10,000 gallon underground storage bulk fuel tanks and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Funding Allocation

Sewer 49%
Water 51%

2016 Capital Improvement Program

Combined

Program - Survey & Construction

<u>Amount</u> \$5,000,000	<u>Project #</u> COM.OT0016.03	<u>Fund</u> 5802
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Description

Staffing costs

Purpose

The Survey & Construction department holds responsibility for the survey and construction inspection of all water and sewer projects within the District's service area, including projects installed under District contract and developer permit agreements.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next 4 years.

Bond Language

The sum of \$5,000,000 is hereby appropriated for the survey and construction inspection of all water and sewer projects within the District's service area, including projects installed under District contract and developer permit agreements and legal, administrative other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Engineering Technician 2	3	7930005
Engineering Technician 3	12	
Construction Engineer Support	1	
Senior Engineer Technician	1	
Survey Chief of Operation	1	
Construction Services Supervisor	8	
Principal Constr. Engineer Tech 1	1	
Survey Chief of Party	<u>2</u>	
Total	29	

Funding Allocation

Sewer 49%
Water 51%

2016 Capital Improvement Program

Combined

Program - Technical Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,400,000	COM.OT0016.04	5802

Description

Staffing costs

Purpose

The Technical Services department holds responsibility for providing technical support to all of the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants.

Future Appropriations

Future appropriation requests for other projects are anticipated over the next 4 years.

Bond Language

The sum of \$3,400,000 is hereby appropriated for technical support to all of the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Manager of Technical Services	1	<u>7930008</u>
Durational Project Engineer	1	
Facility Engineer 3	1	
Principal Engineer	1	
Project Engineer 2	3	
Senior Engineering Drafter	2	
Project Engineer 1	1	
Project Manager	6	
Real Estate Asses Tech 2	1	
Special Services Administrator	<u>1</u>	
Total	18	

Funding Allocation

Sewer 49%
Water 51%