

2018 Adopted Annual Budget



The Metropolitan District
Hartford, CT



The Metropolitan District
 water supply · environmental services · geographic information

January 28, 2018

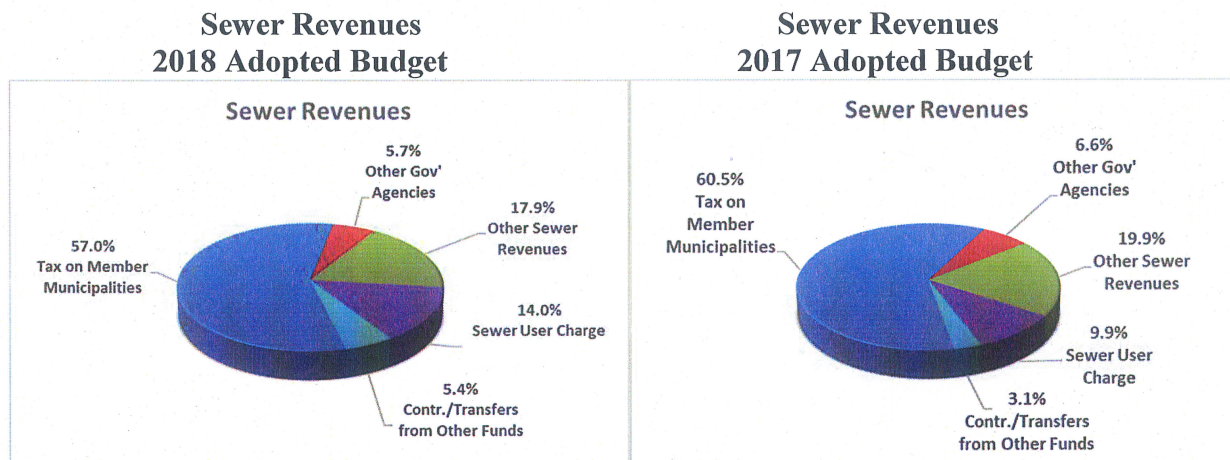
District Board of the Metropolitan District
 Board of Finance of the Metropolitan District
 555 Main Street
 Hartford, Connecticut 06103

Honorable Commissioners and Citizen Members:

Presented herein is the 2018 Adopted Budget for The Metropolitan District (“MDC”). This budget reflects the collaborative efforts of the MDC and its stakeholders. During 2017 the MDC managed costs and increased efficiencies for the benefit of its customers and the region. Our 2018 Adopted Budget continues to support the essential services and infrastructure the MDC provides its ratepayers and Member Municipalities in accordance with the objectives of our Asset Management Program. Accordingly, the MDC has adopted its 2018 operating budget in the amount of \$167.0 million, which is comprised of a \$78.9 million sewer budget and an \$88.1 million water utility budget.

Sewer Operations

The 2018 sewer budget of \$78.9 million is an increase of \$10.1 million, or 14.8%, above the 2017 adopted sewer budget. The sewer expense increases are due to the increase in debt service (increase of \$5.8 million) and the increase of Contingencies (increase of \$2.5 million) to reserve against Groundwater remediation sewer revenues. The change to the 2018 sewer budget excluding debt service and the contingency is an increase of \$1.7 million or 2.5%.



In order to support the adopted sewer expenses of \$78.9 million, the MDC has set the following revenue rates/assumptions for Fiscal 2018:

- Ad Valorem Tax to Member Municipalities in the amount of \$45.0 million, which is an increase

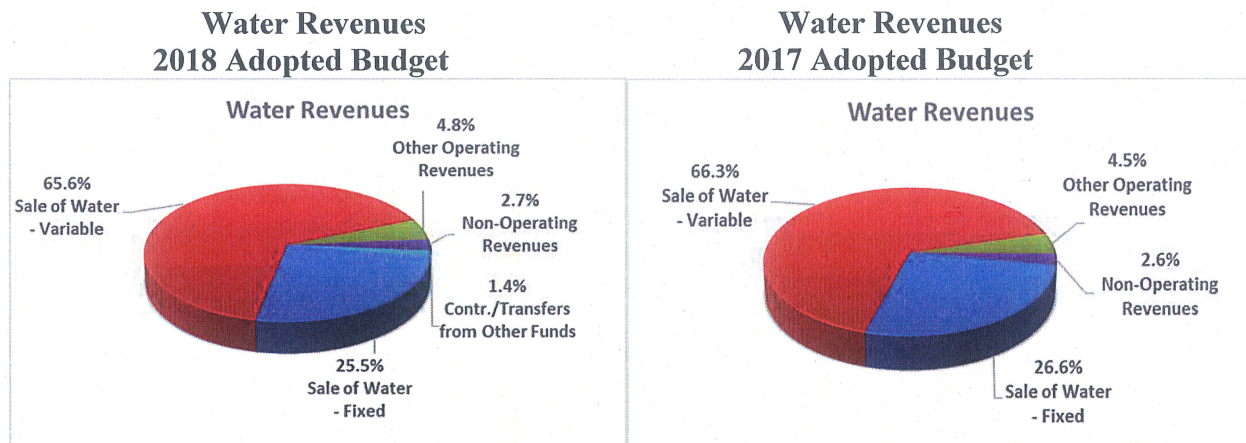
of \$3.3 million or 8.0% over the 2017 Ad Valorem Tax.

- Sewer User Charge in the amount of \$3.37 per 100 cubic feet (ccf), which is an increase of \$0.31 per ccf or 10.0% over the 2017 rate.
- Assumes a \$3.00 per month sewer customer service charge.
- Revenues associated with administrative overhead activities on behalf of the MDC Clean Water Project in the amount of \$9.2 million.
- Contributions of \$4.2 million from other funds. Contributions from the debt service fund and assessable fund will increase \$0.3 million and \$1.7 million respectively.

As noted, the overall tax on MDC member towns will increase by 8.0%. The impact of the tax on individual member municipalities for sewage treatment will vary based on the formula for allocating the annual sewer tax, as mandated in the MDC's charter. The formula calls for the total sewer tax to be divided among the Member Municipalities in proportion to the total revenue received from direct taxation in each town, as averaged over the previous three years, thus, a town experiencing an increase in tax receipts relatively greater than the other member towns will assume a larger portion of the MDC's total sewer tax.

Water Utility Operations

The 2018 water utility budget of \$88.1 million is an increase of \$4.5 million or 5.5%, over the 2017 adopted water utility budget. The water utility expense increases are primarily due to increased debt service (\$2.2 million). The change to the 2018 water utility budget excluding debt service is an increase of \$2.3 million or 2.8%.



In order to support the water utility adopted expenses of \$88.1 million, the MDC has set the following revenue rates/assumptions for Fiscal 2018:

- Base water rate of \$3.14 per 100 cubic feet (ccf) is an increase of \$0.37 from the 2017 level.
- The overall water consumption assumption has decreased to 18.4 million ccf or 1.6 million ccf below the 2017 assumption. By implementing an automated meter reading and meter replace program, the MDC has been able to significantly reduce the number of estimated bills which it sends out to our customers, and a result, more accurate consumption trends are available. With this new insight into customer usage, the MDC is now able to better understand the impact that conservation efforts have had in aggregate water consumption.

- The calculated Customer Service Charge and the General Surcharge Outside District is based upon demand capacity and cover a portion of fixed operating and maintenance costs. These rates will remain unchanged from the 2017 adopted levels.

As noted, the base water rate will increase to \$3.14 per 100 cubic feet, the Clean Water Project Charge will increase to \$3.80 per 100 cubic feet. The rates will go into effect for water usage on and after January 1, 2018.

After factoring in the 2018 rate increase, MDC customers will continue to pay one of the lowest water rates in the state.

Fiscal Responsibility and Financial Management

The 2018 Adopted Budget reaffirms our commitment to cost containment and collaboration with our member towns. The MDC proactively monitors the current business and statutory environment in which the MDC operates and continually evaluates its operating policies and procedures as well as how the MDC interacts with its customers and key stakeholders.

The table below details the compound annual growth rate (CAGR) of key components of the MDC budget from the period of 2007 to 2018.

Figures represent \$ million with exception to ccf rates

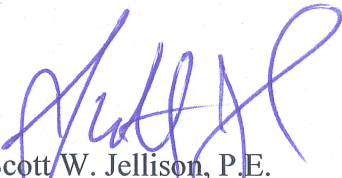
	<u>2007</u>	<u>2018</u>	<u>CAGR</u>
Total MDC Adopted Budget	\$101.3	\$167.1	4.7%
MDC Adopted Sewer Budget	47.8	79.0	4.7%
MDC Adopted Water Budget	53.5	88.1	4.6%
Total MDC Debt Service	\$ 16.3	\$ 56.7	12.0%
MDC Sewer Debt Service	11.8	28.5	8.3%
MDC Water Debt Service	4.5	28.2	18.2%
Total MDC Non-Debt Expenses	\$ 85.0	\$110.4	2.4%
MDC Sewer Non-Debt Expenses	36.0	50.5	3.1%
MDC Water Non-Debt Expenses	49.0	59.9	1.8%
MDC Ad Valorem Tax	\$ 31.0	\$ 45.0	3.4%
MDC Base Water Rate per ccf	\$ 1.96	\$ 3.14	4.4%
MDC Sewer User Charge per ccf	\$ 1.96	\$ 3.37	5.1%

This table reveals that the sewer operations budget (excluding debt service) has grown at a compound annual growth rate of 3.1%, while the Ad Valorem Tax supporting these operations assessed to the eight Member Municipalities of the MDC has only grown at a compound annual growth rate of 3.4%. The MDC has achieved these results through prudent planning, aggressive budget monitoring, cost containment initiatives and cautious use of contingency.

The MDC's 2018 Capital Improvement Program totals \$72.2 million, funded primarily through bond issues, and continues to support our focus on implementing a comprehensive asset management program for wastewater, water, and combined programs.

The 2018 Adopted Budget reaffirms our commitment to cost containment and collaboration with our member towns. As we move forward, the MDC will continue to develop and refine our business goals and adopt implementation plans that fulfill the performance objectives set forth in our Strategic Plan. In pursuit of these objectives, we remain fully committed to providing our customers with safe, pure drinking water, environmentally protective wastewater collection and treatment and other services that measurably benefit the member towns and customers we serve.

Respectfully submitted,



Scott W. Jellison, P.E.
Chief Executive Officer

Table of Contents

Table of Contents

Table of Contents	ii-vii
Budget Summary	Section A
Revenue & Expenditure Summary	A1-A4
Revenues: Changes by Source	A5-A8
Expenditures: Changes by Department	A9
Expenditures: Changes by Major Object.....	A10-A12
Expenditures: Statistical Analysis	A13-A14
Budget Appropriations	Section B
Basis of Budgetary Accounting	B1
2016 Budget Expenditures.....	B2
2016 Budget Revenues	B3
Budget Expenditures	Section C
The Metropolitan District	
Organization Chart	C1
Description	C2
District Board	
Five-Year Expenditure Trend.....	C5
Administration.....	C6-C7
Executive Office	
Organization Chart	C9
Five-Year Expenditure Trend.....	C10
Administration.....	C11-C12
Administrative Services	
Organization Chart	C14
Five-Year Expenditure Trend.....	C15
Administration.....	C16-C17
Legal	
Organization Chart	C19
Five-Year Expenditure Trend.....	C20
Administration.....	C21-C22
Human Resources	
Organization Chart	C24
Five-Year Expenditure Trend.....	C25
Administration.....	C26-C27

Table of Contents

Information Technology

Organization Chart	C29
Five-Year Expenditure Trend.....	C30
Summary	C32
Administration	C33-C35
GIS Services	C36-C37
Business Transformation.....	C38

Finance and Procurement

Organization Chart	C40
Finance	
Organization Chart.....	C42
Five-Year Expenditure Trend.....	C43
Summary	C44-C45
Administration.....	C46-C47
Financial Control	C48-C49
Treasury	C50-C51
Budget.....	C52-C53
Procurement.....	C54-C55
Diversity.....	C56-C57
Customer Service.....	C58-C59

Deputy CEO (Operations / Engineering)

Organization Chart	C61
Operating Office	
Organization Chart.....	C63
Five-Year Expenditure Trend.....	C64
Summary	C65-C66
Administration.....	C67-C68
Communications.....	C69-C70
Engineering & Planning	
Organization Chart.....	C72
Five-Year Expenditure Trend.....	C73
Summary	C74-C75
Administration.....	C76-C77
GIS Services	C78-C79
Diversity.....	C80-C81
Survey & Inspection.....	C82
Engineering Services.....	C83
Construction Services.....	C84
Technical Services	C85
Environment, Health & Safety	
Organization Chart.....	C87
Five-Year Expenditure Trend.....	C88
Summary	C89-C90

Table of Contents

Administration.....	C91-92
Household Hazardous Waste - District.....	C93-C94
Household Hazardous Waste - Non-District.....	C95-C96
Command Center	
Organization Chart.....	C98
Five-Year Expenditure Trend.....	C99
Summary.....	C100-101
Administration.....	C102-C103
Utility Services.....	C104-C105
Operations	
Organization Chart.....	C107
Five-Year Expenditure Trend.....	C108
Summary.....	C109-C110
Administration.....	C111-C112
Systems Repair & Maintenance.....	C113-C115
Systems Maintenance & Operations.....	C116-C118
Sewer Rehabilitation.....	C119
Systems Maintenance & Operations	
Radio-Based Automated Meter Reading.....	C120
Laboratory Services	
Organization Chart.....	C122
Five-Year Expenditure Trend.....	C123
Summary.....	C124-C125
Administration.....	C126-C127
Operations.....	C128-C130
Sewer Laboratory.....	C131-C132
Water Pollution Control	
Organization Chart.....	C134
Five-Year Expenditure Trend.....	C135
Summary.....	C136-C137
Administration.....	C138-C139
Hartford.....	C140-C142
East Hartford.....	C143-C145
Poquonock.....	C146-C147
Rocky Hill.....	C148-C149
Maintenance	
Organization Chart.....	C151
Five-Year Expenditure Trend.....	C152
Summary.....	C153-C154
Administration.....	C155-C156
Facilities and Electronic Maintenance.....	C157-C159
Administrative Facilities Maintenance.....	C160-C161
Central Equipment Maintenance.....	C162-C164
Inventory.....	C165-C166

Table of Contents

Water Treatment & Supply	
Organization Chart.....	C168
Five-Year Expenditure Trend.....	C169
Summary	C170-C171
Administration.....	C172-C173
West Hartford	C174-C176
Bloomfield.....	C177-C178
Facility & Grounds Maintenance.....	C179-C180
Collinsville	C181-C182
Watershed Management	C183-C184
Reservoir Operations and Maintenance	C185-C187
Recreation	C188-C189
Patrol	
Organization Chart.....	C191
Five-Year Expenditure Trend.....	C192
Summary	C193-C194
Administration.....	C195-C196
Recreation	C197-C198
Debt Service	
Five-Year Expenditure Trend.....	C200
Summary	C201-C202
Water Debt Service	C203-C204
Sewer Debt Service.....	C205-C206
Combined Debt Service	C207-C208
Employee Benefits	
Five-Year Expenditure Trend.....	C210
Summary	C211-C212
Employee Medical Insurance	C213-C214
Other Employee Benefits	C215-C216
General Insurance	
Five-Year Expenditure Trend.....	C218
Summary	C219-C220
Property.....	C221-C222
Liability – Compensation	C223-C224
Self-Insurance.....	C225-C226
Tax and Fees, Special Agreements and Programs, Contingencies	
Taxes and Fees	
Five-Year Expenditure Trend	C228
Summary.....	C229-C230
Special Agreements and Programs	
Five-Year Expenditure Trend	C231
Summary.....	C232-C233

Table of Contents

Sewer.....	C234-C235
Water	C236-C237
Contingencies	
Five-Year Expenditure Trend	C238
Summary.....	C239-C240
Riverfront Park Systems	
Five-Year Expenditure Trend.....	C242
Administration.....	C243
Hydroelectric	
Five-Year Expenditure Trend.....	C245
Summary	C246-C247
Goodwin.....	C248-C249
Development.....	C250-C251
Colebrook.....	C252-C253
Budget Revenues.....	Section D
Revenue Summary	
Revenue Breakdown	D2
Description of Revenue Services.....	D3
Water Utility and Sewer Revenues	D4
Hydroelectric	D5
Water Utility Revenues	
Revenue Breakdown	D7
Five-Year Revenue Trend	D8
Water Utility Revenues	
Sale of Water and Other Operating Revenues	D9-D10
Non-Operating Revenues.....	D11-D12
Other Non-Operating Revenues.....	D13
Water Consumption by Customer Class (CCF)	D14
Sewer Revenues	
Revenue Breakdown	D16
Five-Year Revenue Trend	D17
Sewer Revenues	
Tax on Member Municipalities.....	D18-D19
Other Government Agencies.....	D20
Other Sewer Revenues	D21-D22
Sewer User Charge.....	D23
Other Financing Sources.....	D24
Designated From Surplus.....	D25
Hydroelectric Revenues	
Revenue Breakdown	D27
Five-Year Revenue Trend	D28
Summary	D29

Table of Contents

Power Generation by Kilowatt Hours	D30
Exhibits	Section E
Water and Sewer Revenues and Other Financing Sources	E1
Tax Computation Schedule	E2
Member Municipalities - Economic and Demographic Information	E3
Historical Water Use Rates	E4
Historical Water Surcharges	E5
Historical Water Assessment Rates And Other Related Charges And Special Rules And Charges	E6
Historical Sewer Rates	E7-E9
Compound Annual Growth Rate Schedule	E10
Historical Headcount	E11
Glossary	Section F
Glossary	F1-F9
Capital Improvement Program	Section G
Summary	G1-G6
Appropriation	G7-G10
Wastewater	G11-G19
Water	G20-G28
Combined	G29-G35
Hydro	G36
Debt Management	G37-G38
Funding	G39
Referendum 1	G40-G43
Referendum 2	G44-G45
Supplement	G46-G53

Budget Summary

Revenue & Expenditure Summary

The District's budget for 2018 totals \$167,092,900; a \$14,724,600 or 9.7% increase from the appropriation level adopted in support of 2017 operations and programs. The following table summarizes the Proposed 2018 operating revenues and expenditures for the District's Water and Sewer operations.

Budget Summary

Revenue & Expenditure Summary

	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>Water Revenues</u>				
Sale of Water	\$71,202,432	\$77,669,700	\$75,404,700	\$80,187,300
Other Operating Revenue	3,877,958	3,738,700	4,040,000	4,261,100
Subtotal Operating Revenue	75,080,390	81,408,400	79,444,700	84,448,400
Non-Operating Revenues	6,053,135	2,134,800	2,130,000	2,396,900
Contribution from (to) Working Funds	0	0	0	1,270,400
Subtotal Non-Operating Revenue	6,053,135	2,134,800	2,130,000	3,667,300
Total Water Revenue	81,133,525	83,543,200	81,574,700	88,115,700
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$38,944,300	\$41,670,400	\$41,670,400	\$45,004,000
Revenue for Other Gov't Agencies	5,335,422	4,530,000	4,130,000	4,530,000
Other Sewer Revenues	14,055,491	13,684,700	13,790,000	14,168,900
Sewer User Charge Revenues	7,274,780	6,826,000	7,230,000	11,038,400
Subtotal Operating Revenue	65,609,993	66,711,100	66,820,400	74,741,300
Contrib/Transfers from Other Funds	0	2,114,000	0	4,235,900
Subtotal Non-Operating Revenue	0	2,114,000	0	4,235,900
Total Sewer Revenues	65,609,993	68,825,100	66,820,400	78,977,200
Total Water and Sewer Revenues	\$146,743,518	\$152,368,300	\$148,395,100	\$167,092,900
<u>Expenditures</u>				
District Board	\$214,056	\$305,500	\$305,500	\$375,500
Executive Office	653,954	676,300	676,300	903,700
Administrative Services	143,752	224,500	224,500	-
Legal	1,923,439	1,999,300	1,999,300	1,685,900
Human Resources	1,350,663	1,486,000	1,486,000	1,542,150
Information Technology	7,389,748	6,515,700	6,502,700	7,151,850
Finance	5,024,501	5,616,800	5,612,800	6,497,000
Environment, Health & Safety	766,789	958,400	935,100	902,700
Engineering and Planning	875,788	1,255,200	1,246,600	1,798,500
Command Center	3,813,978	3,803,300	3,803,300	4,060,900
Operating Office	614,612	716,200	716,200	539,900
Operations	10,483,839	10,216,900	10,216,900	9,825,300
Laboratory Services	1,629,780	1,702,700	1,702,700	1,653,300
Water Pollution Control	15,670,814	16,281,400	15,452,700	16,745,100
Maintenance	11,000,479	11,162,400	11,825,500	11,254,600
Water Treatment & Supply	8,048,058	9,021,700	8,915,900	8,861,500
Patrol	1,632,142	1,713,900	1,713,900	1,674,600
Debt Service	40,930,648	48,698,300	47,203,300	56,741,300
Employee Benefits	18,543,977	18,805,700	18,537,200	20,060,100
General Insurance	4,072,918	4,133,800	3,804,690	4,162,200
Taxes and Fees	3,029,194	3,110,000	3,110,000	3,300,500
Special Agr. and Programs	2,949,177	3,355,300	3,700,300	4,806,300
Contingencies	-	-	-	2,550,000
Riverfront Park	770,865	609,000	1,224,000	-
Total Water and Sewer Budget	141,533,170	152,368,300	150,915,390	167,092,900

Budget Summary

Revenue & Expenditure Summary

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

	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>REVENUES</u>				
Tax on Member Municipalities	\$38,944,300	\$41,670,400	\$41,670,400	\$45,004,000
Revenue for Other Gov't Agencies	5,335,422	4,530,000	4,130,000	4,530,000
Other Sewer Revenues	14,055,491	13,684,700	13,790,000	14,168,900
Sewer User Charge Revenues	7,274,780	6,826,000	7,230,000	11,038,400
Subtotal	65,609,993	66,711,100	66,820,400	74,741,300
Contr./Transfers from Other Funds	0	2,114,000	0	4,235,900
Subtotal	\$0	\$2,114,000	\$0	\$4,235,900
Total Revenue	65,609,993	68,825,100	66,820,400	78,977,200
<u>EXPENDITURES</u>				
District Board	\$104,900	\$149,700	\$149,700	\$184,000
Executive Office	320,400	331,400	331,400	442,800
Administrative Services	70,400	110,000	110,000	0
Legal	942,500	979,700	979,700	826,100
Human Resources	661,800	728,100	728,100	755,700
Information Technology	2,438,700	2,150,200	2,145,900	2,360,200
Finance	2,462,000	2,752,200	2,750,300	3,183,600
Environment, Health & Safety	375,700	469,600	458,200	442,300
Engineering and Planning	429,100	615,100	610,800	881,300
Command Center	1,296,800	1,293,200	1,293,200	1,380,700
Operating Office	301,200	350,900	350,900	264,600
Operations	2,620,900	2,554,300	2,554,300	2,456,300
Laboratory Services	782,300	817,300	817,300	793,600
Water Pollution Control	15,670,814	16,281,400	15,452,700	16,745,100
Maintenance	5,390,200	5,469,500	5,794,400	5,514,800
Debt Service	19,991,808	22,668,800	22,954,800	28,519,400
Employee Benefits	8,344,800	8,462,500	8,341,700	9,027,000
General Insurance	1,221,900	1,240,200	1,141,400	1,248,700
Special Agr. and Programs	1,288,789	1,401,000	1,356,000	1,401,000
Contingencies	0	0	0	2,550,000
Total Expenses	64,715,012	68,825,100	68,320,800	78,977,200
Favorable / (Unfavorable)	\$894,981	\$0	(\$1,500,400)	\$0

Budget Summary

Revenue & Expenditure Summary

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

	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>REVENUES</u>				
Sale of Water	\$71,202,432	\$77,669,700	\$75,404,700	\$80,187,300
Other Operating Revenues	3,877,958	3,738,700	4,040,000	4,261,100
Subtotal	\$75,080,390	\$81,408,400	\$79,444,700	\$84,448,400
Non-Operating Revenues	6,053,135	2,134,800	2,130,000	2,396,900
Contrib. From (to) Working Fund	0	0	0	1,270,400
Subtotal	\$6,053,135	\$2,134,800	\$2,130,000	\$3,667,300
Total Revenue	\$81,133,525	\$83,543,200	\$81,574,700	\$88,115,700
<u>EXPENDITURES</u>				
District Board	\$109,156	\$155,800	\$155,800	\$191,500
Executive Office	333,554	344,900	344,900	460,900
Administrative Services	73,352	114,500	114,500	0
Legal	980,939	1,019,600	1,019,600	859,800
Human Resources	688,863	757,900	757,900	786,450
Information Technology	4,951,048	4,365,500	4,356,800	4,791,650
Finance	2,562,501	2,864,600	2,862,500	3,313,400
Environment, Health & Safety	391,089	488,800	476,900	460,400
Engineering and Planning	446,688	640,100	635,800	917,200
Command Center	2,517,178	2,510,100	2,510,100	2,680,200
Operating Office	313,412	365,300	365,300	275,300
Operations	7,862,939	7,662,600	7,662,600	7,369,000
Laboratory Services	847,480	885,400	885,400	859,700
Maintenance	5,610,279	5,692,900	6,031,100	5,739,800
Water Treatment & Supply	8,048,058	9,021,700	8,915,900	8,861,500
Patrol	1,632,142	1,713,900	1,713,900	1,674,600
Debt Service	20,938,839	26,029,500	24,248,500	28,221,900
Employee Benefits	10,199,177	10,343,200	10,195,500	11,033,100
General Insurance	2,851,018	2,893,600	2,663,290	2,913,500
Taxes and Fees	3,029,194	3,110,000	3,110,000	3,300,500
Special Agr. and Programs	1,660,388	1,954,300	2,344,300	3,405,300
Riverfront Park	770,865	609,000	1,224,000	0
Total Expenses	\$76,818,159	\$83,543,200	\$82,594,590	\$88,115,700
Favorable / (Unfavorable)	\$4,315,366	\$0	(\$1,019,890)	\$0

Budget Summary

Revenues: Changes by Source

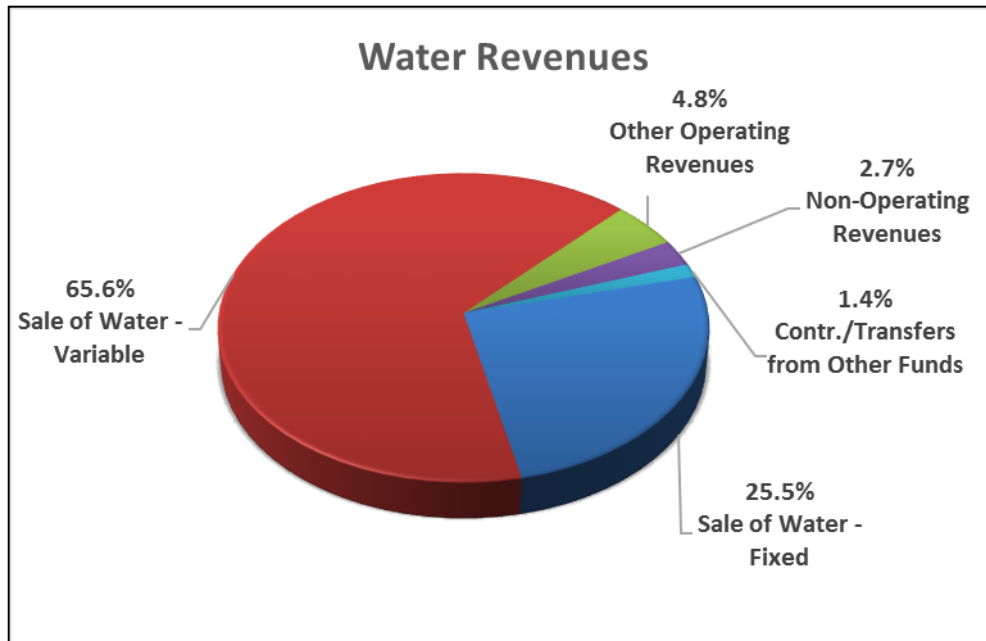
Projected water and sewer revenues for the year 2018 total \$167,092,900, an increase of \$14,724,600 or 9.7% from the Adopted 2017 level. The sewer revenues have increased by \$10,152,100 and the water revenues increased by \$4,572,500.

	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>Water Revenues</u>				
Sale of Water	\$71,202,432	\$77,669,700	\$75,404,700	\$80,187,300
Other Operating Revenue	3,877,958	3,738,700	4,040,000	4,261,100
Subtotal Operating Revenue	75,080,390	81,408,400	79,444,700	84,448,400
Non-Operating Revenues	6,053,135	2,134,800	2,130,000	2,396,900
Contribution from (to) Working Funds	0	0	0	1,270,400
Subtotal Non-Operating Revenue	6,053,135	2,134,800	2,130,000	3,667,300
Total Water Revenue	81,133,525	83,543,200	81,574,700	88,115,700
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$38,944,300	\$41,670,400	\$41,670,400	\$45,004,000
Revenue for Other Gov't Agencies	5,335,422	4,530,000	4,130,000	4,530,000
Other Sewer Revenues	14,055,491	13,684,700	13,790,000	14,168,900
Sewer User Charge Revenues	7,274,780	6,826,000	7,230,000	11,038,400
Subtotal Operating Revenue	65,609,993	66,711,100	66,820,400	74,741,300
Contrib/Transfers from Other Funds	0	2,114,000	0	4,235,900
Subtotal Non-Operating Revenue	0	2,114,000	0	4,235,900
Total Sewer Revenues	65,609,993	68,825,100	66,820,400	78,977,200
Total Water and Sewer Revenues	\$146,743,518	\$152,368,300	\$148,395,100	\$167,092,900

Budget Summary

Revenues: Changes by Source

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



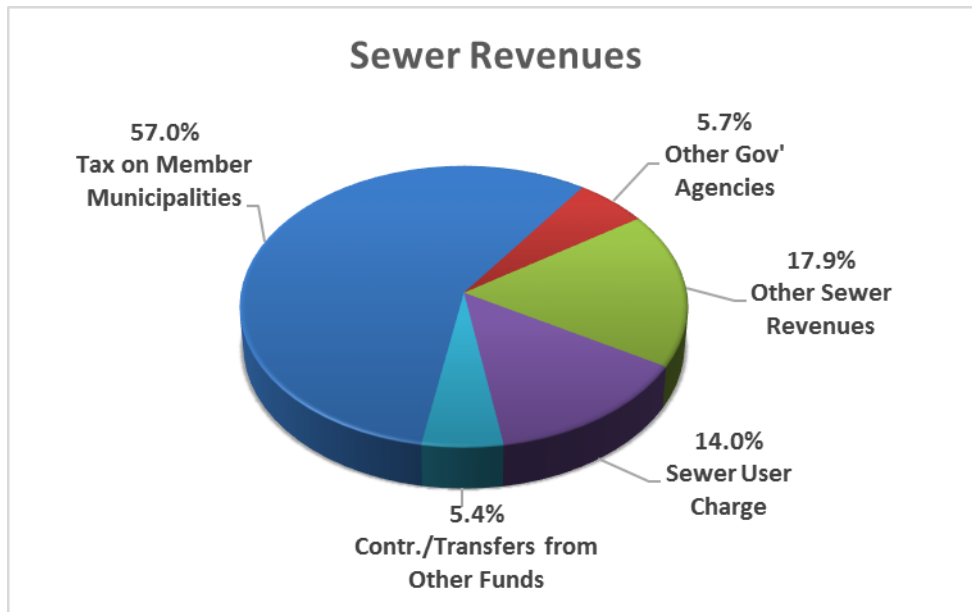
Water: \$4,572,500

- **Sale of Water:** An overall increase of \$2,517,600 is the result of the 2018 water rate increase.
- **Other Operating Revenues:** The increase of \$522,400 is primarily due to Water Billing Penalties and the monthly rate for Fire Protection Services.
- **Non-Operating Revenues:** The overall increase of \$262,100 is attributed to an increase in Interest Income, Developer P/R Mat Equip and Sale of Material/Equipment, offset by a decrease in Nor Other Misc.
- **Contributions/Transfers from Other Funds:** The increase of \$1,270,400 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: \$10,152,100

- **Tax on Member Municipalities:** Assumes a \$3,333,600 or 8.0% 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 will remain unchanged from 2017 to 2018 adopted levels.
- **Other Sewer Revenues:** An overall increase of \$484,200 is primarily driven by Interest Income and the Sale of Material & Equipment.
- **Sewer User Charges:** The sewer user rate will increase from \$3.06 per CCF to \$3.37 per CCF. A \$3.00 a month customer service charge is being adopted in 2018.
- **Contributions/Transfers from Other Funds:** Will increase by \$2,121,900, in 2018 from the 2017 adopted levels.

Budget Summary

Revenues: Changes by Source

Tax History by Town	2014	2015	2016	2017	2018
Hartford	\$10,374,400	\$10,298,600	\$10,174,900	\$10,963,200	\$11,550,400
East Hartford	\$4,213,200	\$4,490,100	\$4,762,000	\$5,059,400	\$5,486,600
Newington	\$3,132,300	\$3,287,300	\$3,508,400	\$3,752,900	\$4,120,900
Wethersfield	\$2,824,400	\$3,022,000	\$3,207,700	\$3,408,200	\$3,707,800
Windsor	\$3,111,900	\$3,222,600	\$3,404,700	\$3,656,900	\$4,001,500
Bloomfield	\$2,612,500	\$2,752,400	\$2,936,000	\$3,067,100	\$3,256,200
Rocky Hill	\$2,089,100	\$2,153,700	\$2,239,700	\$2,475,800	\$2,712,500
West Hartford	\$7,798,800	\$8,219,700	\$8,710,900	\$9,286,900	\$10,168,100
Total	\$36,156,600	\$37,446,400	\$38,944,300	\$41,670,400	\$45,004,000

Tax Percentage	2014	2015	2016	2017	2018
Hartford	28.69%	27.50%	26.13%	26.31%	25.67%
East Hartford	11.65%	11.99%	12.23%	12.14%	12.19%
Newington	8.66%	8.78%	9.01%	9.01%	9.16%
Wethersfield	7.81%	8.07%	8.24%	8.18%	8.24%
Windsor	8.61%	8.61%	8.74%	8.78%	8.89%
Bloomfield	7.23%	7.35%	7.54%	7.36%	7.24%
Rocky Hill	5.78%	5.75%	5.75%	5.94%	6.03%
West Hartford	21.57%	21.95%	22.36%	22.28%	22.58%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/17/2018	4/18/2018	7/18/2018	10/17/2018	Total
Hartford	\$2,740,800	\$2,740,800	\$3,034,400	\$3,034,400	\$11,550,400
East Hartford	1,264,850	1,264,850	1,478,450	1,478,450	5,486,600
Newington	938,225	938,225	1,122,225	1,122,225	4,120,900
Wethersfield	852,050	852,050	1,001,850	1,001,850	3,707,800
Windsor	914,225	914,225	1,086,525	1,086,525	4,001,500
Bloomfield	766,775	766,775	861,325	861,325	3,256,200
Rocky Hill	618,950	618,950	737,300	737,300	2,712,500
West Hartford	2,321,725	2,321,725	2,762,325	2,762,325	10,168,100
Total	\$10,417,600	\$10,417,600	\$12,084,400	\$12,084,400	\$45,004,000

Budget Summary

Expenditures: Changes by Department

The District's expenditure budget for 2018 totals \$167,092,900; a \$14,724,600 or 9.7% increase from the appropriation level adopted in support of 2017 operations and programs. The following table summarizes the changes by department.

Department	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted	Change	% Change
District Board	214,056	305,500	305,500	375,500	70,000	22.9%
Executive Office	653,954	676,300	676,300	903,700	227,400	33.6%
Administrative Services	143,752	224,500	224,500	-	(224,500)	-100.0%
Legal	1,923,439	1,999,300	1,999,300	1,685,900	(313,400)	-15.7%
Human Resources	1,350,663	1,486,000	1,486,000	1,542,150	56,150	3.8%
Information Technology	7,389,748	6,515,700	6,502,700	7,151,850	636,150	9.8%
Finance	5,024,501	5,616,800	5,612,800	6,497,000	880,200	15.7%
Environment, Health & Safety	766,789	958,400	935,100	902,700	(55,700)	-5.8%
Engineering and Planning	875,788	1,255,200	1,246,600	1,798,500	543,300	43.3%
Command Center	3,813,978	3,803,300	3,803,300	4,060,900	257,600	6.8%
Operating Office	614,612	716,200	716,200	539,900	(176,300)	-24.6%
Operations	10,483,839	10,216,900	10,216,900	9,825,300	(391,600)	-3.8%
Laboratory Services	1,629,780	1,702,700	1,702,700	1,653,300	(49,400)	-2.9%
Water Pollution Control	15,670,814	16,281,400	15,452,700	16,745,100	463,700	2.8%
Maintenance	11,000,479	11,162,400	11,825,500	11,254,600	92,200	0.8%
Water Treatment & Supply	8,048,058	9,021,700	8,915,900	8,861,500	(160,200)	-1.8%
Patrol	1,632,142	1,713,900	1,713,900	1,674,600	(39,300)	-2.3%
Debt Service	40,930,648	48,698,300	47,203,300	56,741,300	8,043,000	16.5%
Employee Benefits	18,543,977	18,805,700	18,537,200	20,060,100	1,254,400	6.7%
General Insurance	4,072,918	4,133,800	3,804,690	4,162,200	28,400	0.7%
Taxes and Fees	3,029,194	3,110,000	3,110,000	3,300,500	190,500	6.1%
Special Agr. and Programs	2,949,177	3,355,300	3,700,300	4,806,300	1,451,000	43.2%
Contingencies	-	-	-	2,550,000	2,550,000	100.0%
Riverfront Park	770,865	609,000	1,224,000	-	(609,000)	-100.0%
Total Water and Sewer Budget	\$141,533,170	\$152,368,300	\$150,915,390	\$167,092,900	\$14,724,600	9.7%

Budget Summary

Expenditures: Changes by Major Object

The table below shows the proposed 2018 expenditure budget by Major Object.

Major Object	2017 Adopted	2017 Projected	2018 Adopted	\$ Change
Payroll				
Regular Pay	\$35,670,500	\$35,593,000	\$37,112,000	\$1,441,500
Overtime Pay	4,040,700	4,155,700	3,679,100	(361,600)
Temporary Help	458,600	446,100	527,600	69,000
Standby & Premium Pay	232,200	224,000	239,200	7,000
Longevity Pay	68,200	67,800	69,000	800
Total Payroll	\$40,470,200	\$40,486,600	\$41,626,900	\$1,156,700
Operations				
General Operations	\$14,417,000	\$14,784,600	\$15,806,300	\$1,389,300
Legal Services	1,408,700	1,408,700	808,700	(600,000)
Collection Services	900,000	900,000	900,000	-
Fuel for Incin., Pump. and Heating	1,854,000	1,522,000	1,688,200	(165,800)
Chemicals	2,101,700	1,955,700	2,096,000	(5,700)
Utilities	5,954,600	6,113,900	6,057,000	102,400
Debt	48,289,600	46,794,600	56,332,600	8,043,000
Nitrogen Credits	1,061,000	903,000	950,000	(111,000)
Pension Regular	5,057,000	5,057,000	5,328,000	271,000
OPEB	4,013,000	4,013,000	4,099,000	86,000
Employee Benefits	9,746,700	9,532,200	10,699,100	952,400
Insurance	3,993,900	3,739,690	4,062,200	68,300
Taxes and Fees	3,110,000	3,110,000	3,300,500	190,500
Special Agrmts and Programs	2,325,300	2,470,300	3,775,000	1,449,700
Riverfront Park	609,000	1,224,000	-	(609,000)
Total Operations	104,841,500	103,528,690	115,902,600	11,061,100
Maintenance	7,056,600	6,900,100	7,013,400	(43,200)
Capital Outlay	-	-	-	-
Contingencies	-	-	2,550,000	2,550,000
Total	\$152,368,300	\$150,915,390	\$167,092,900	\$14,724,600

Budget Summary

Expenditures: Changes by Major Object

The following are some of the highlights of the Proposed 2018 expenditure budget by Major Object.

Payroll: \$1,156,700

- **Regular Pay** the \$1,441,500 increase reflects increment and cost-of-living increases as well as transfer of positions from CIP to the operating budget, which is offset by the reduction of positions.
- **Overtime** decrease of \$361,600 reflects the anticipated reduction in storm activity and emergency responses.
- A \$69,000 increase in **Temporary Help** reflects The District's incurred costs to implement the summer Learn & Earn Program.
- In **Standby and Premium Pay**, a net increase of \$7,000 reflects the increment and cost-of-living increases related to staff that respond to storm and emergency conditions.
- **Longevity Pay** will increase \$800 due to participation.

Operations: \$11,061,100

- **General Operations** expenditures are increasing by \$1,389,300 primarily as a result of an increase in **Postage, Outside Services, Colebrook Reservoir Release, and Ash Disposal**.
- **Legal Services** is decreasing by \$600,000 due to the projected decrease in usage.
- **Fuel for Incineration, Pumping and Heating** is decreasing by \$165,800 due to the projected decrease in usage and rates.
- **Chemicals** are decreasing by \$5,700 primarily due to decreased chemical usage at various facilities throughout the District.
- **Utilities** are increasing by \$102,400 as the result of anticipated usage at the various treatment facilities due to construction and winter/summer reliability costs.
- **Debt Service**, a net increase of \$8,043,000 reflects an increase in amount of principal payments and number of issuances for 2018.
- **Nitrogen Credits** are projected to be lower by \$111,000. DEEP establishes the rates for the DEEP 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 increase of \$271,000 is based on the District's actuary and then allocated based upon payroll.
- **OPEB** is increasing by \$86,000 it is anticipated that there will be a positive fund balance in the OPEB Trust Fund in 2018.

Budget Summary

Expenditures: Changes by Major Object

- **Employee Benefits** are increasing by \$952,400. The budget reflects costs associated with rising insurance costs and *Social Security*.
- **General Insurance** is higher by \$68,300 due to an increase in rates.
- **Taxes and Fees** for 2018 are expected to increase by \$190,500 to reflect anticipated spend.
- **Special Agreements and Programs** are expected to increase by \$1,449,700. These increases are primarily due to the absorption of the **Riverfront Recapture** expenditures.
- **Riverfront Parks Systems** expenses have been moved to **Special Agreements and Programs** for 2018.

Maintenance: (\$43,200)

- The **Maintenance** decrease reflects the anticipated costs related to **Power Operated Equipment & Building Maintenance** expenses.

Contingency: \$2,550,000

- The **Contingency** account has increased from 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 2018 overall budget.

OBJECT CODES	AMOUNT	% OF BUDGET
Debt	\$56,332,600	33.60%
Payroll	41,626,900	24.90%
General Operations	15,806,300	9.50%
Utilities	6,057,000	3.60%
Employee Benefits	10,699,100	6.40%
Maintenance	7,013,400	4.20%
Pension Regular	5,328,000	3.20%
Other Post Employee Benefits	4,099,000	2.50%
Insurance	4,062,200	2.40%
Chemicals	2,096,000	1.30%
Taxes and Fees	3,300,500	2.00%
Fuel for Incin., Pump. and Heating	1,688,200	1.00%
Contingency	2,550,000	1.50%
Nitrogen Credits	950,000	0.60%
Special Agrmts and Programs	3,775,000	2.30%
Legal Services	808,700	0.50%
Riverfront Park	-	0.00%
Collection Services	900,000	0.50%
Total Operations	167,092,900	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Payroll Related	\$61,753,000	36.95%
Debt	56,332,600	33.71%
General Operations	15,806,300	9.46%
Contingency	2,550,000	1.53%
Utilities	7,745,200	4.64%
Maintenance	7,013,400	4.20%
Insurance	4,062,200	2.43%
Chemicals	2,096,000	1.25%
Taxes & Fees	3,300,500	1.98%
Legal	1,708,700	1.02%
Special Agrmts & Prgms	3,775,000	2.26%
Nitrogen Credits	950,000	0.57%
Riverfront Park	-	0.00%
	\$167,092,900	100.00%

Budget Summary

Expenditures: Statistical Analysis

The following table shows the major changes from the 2017 Adopted Budget and the 2018 Adopted Budget.

Expenditure Classification	2017 Adopted	2018 Adopted	Change	Percent Change
Riverfront Facility Maintenance	\$174,000	\$1,250,000	\$1,076,000	618.39%
Mobile Communications	49,200	262,500	213,300	433.54%
Interest & Note Issue Expense	574,000	2,511,200	1,937,200	337.49%
Stationary Power Equipment	20,000	54,000	34,000	170.00%
Photocopier Rental	33,500	71,150	37,650	112.39%
Postage	405,300	808,200	402,900	99.41%
Colebrook Reservoir Lease	504,300	889,300	385,000	76.34%
Ash Disposal	425,000	695,400	270,400	63.62%
Blue Cross	4,629,000	7,378,000	2,749,000	59.39%
Reservoir Structures	92,000	127,000	35,000	38.04%
Grit/Screening Disposal	307,700	404,700	97,000	31.52%
Office Supplies & Expenses	154,300	196,700	42,400	27.48%
Custodial Services	351,100	441,100	90,000	25.63%
Gasoline	414,400	515,000	100,600	24.28%
Principal on Bonds	28,390,000	34,911,500	6,521,500	22.97%
Outside Testing & Lab Services	255,800	307,800	52,000	20.33%
Temporary Help	458,600	527,600	69,000	15.05%
Transportation Equipment	280,000	320,000	40,000	14.29%
Computer Equipment & Supplies	73,000	83,000	10,000	13.70%
Outside Services	1,805,300	2,042,200	236,900	13.12%
DEP Nitrogen Credits	1,061,000	950,000	(111,000)	-10.46%
Ground Care	209,200	181,800	(27,400)	-13.10%
Communication Equipment & Supplies	61,800	53,300	(8,500)	-13.75%
Treatment Structures	288,400	248,400	(40,000)	-13.87%
Power Operated Equipment	240,000	180,000	(60,000)	-25.00%
Odor Control Chemicals	36,400	26,400	(10,000)	-27.47%
Building Maintenance	472,000	334,500	(137,500)	-29.13%
Janitorial Supplies	151,900	104,400	(47,500)	-31.27%
Diversity Programs	116,500	80,000	(36,500)	-31.33%
Fuel for Pumping	209,500	140,500	(69,000)	-32.94%
Seminars & Conventions	81,500	50,400	(31,100)	-38.16%
System Support	105,200	65,000	(40,200)	-38.21%
Riparian Commitment	210,000	60,000	(150,000)	-71.43%
Business Travel	53,700	11,500	(42,200)	-78.58%
Riverfront Rangers	300,000	-	(300,000)	-100.00%
Blue Shield	1,847,000	-	(1,847,000)	-100.00%
Employee Tuition	75,000	20,000	(55,000)	-73.33%
Employee Education Program	125,000	20,000	(105,000)	-84.00%

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.

2018 Budget Expenditures

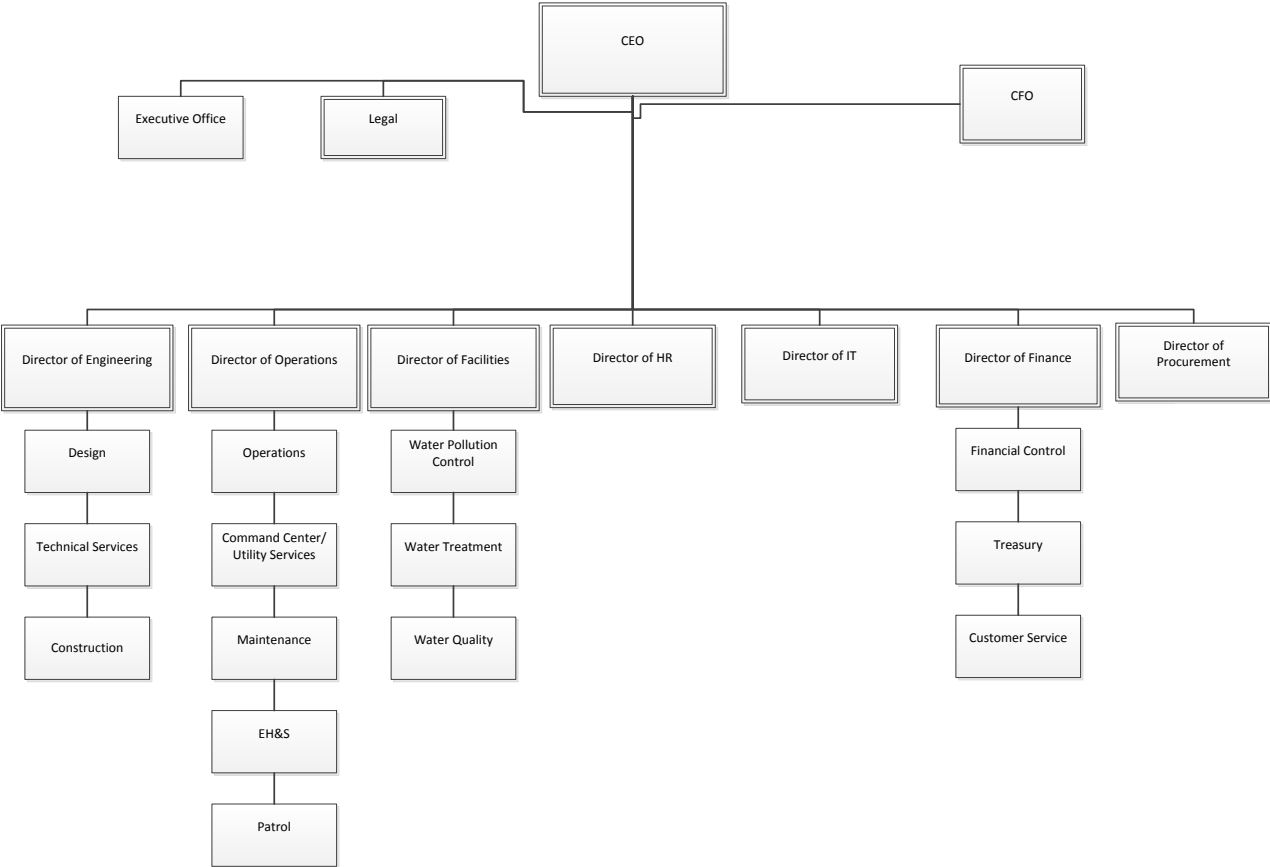
Budget Appropriations	Water	Sewer	Total
District Board	191,500	184,000	375,500
Executive Office	460,900	442,800	903,700
Legal	859,800	826,100	1,685,900
Human Resources	786,450	755,700	1,542,150
Information Technology	4,791,650	2,360,200	7,151,850
Finance	3,313,400	3,183,600	6,497,000
Environment, Health and Safety	460,400	442,300	902,700
Engineering and Planning	917,200	881,300	1,798,500
Customer Service	2,680,200	1,380,700	4,060,900
Operating Office	275,300	264,600	539,900
Operations	7,369,000	2,456,300	9,825,300
Laboratory Services	859,700	793,600	1,653,300
Water Pollution Control	-	16,745,100	16,745,100
Maintenance	5,739,800	5,514,800	11,254,600
Water Treatment & Supply	8,861,500	-	8,861,500
Patrol	1,674,600	-	1,674,600
Debt Service	28,221,900	28,519,400	56,741,300
Employee Benefits	11,033,100	9,027,000	20,060,100
General Insurance	2,913,500	1,248,700	4,162,200
Taxes and Fees	3,300,500	-	3,300,500
Special Agreements and Programs	3,405,300	1,401,000	4,806,300
Contingencies	-	2,550,000	2,550,000
Total Water and Sewer Budget	88,115,700	78,977,200	167,092,900
Hydroelectric			895,300

2018 Budget Revenues

Revenue	Total
Water Revenues	
Operating Revenues	
Sale of Water	\$80,187,300
Other Operating Revenues	4,261,100
Subtotal Operating Revenues	84,448,400
Non-Operating Revenues	2,396,900
Total Source of Revenues – Water Operations	\$88,115,700
Sewer Revenues	
Operating Revenues	
Tax on Member Municipalities	\$45,004,000
Revenue from Other Government Agencies	4,530,000
Other Sewer Revenues	14,168,900
Sewer User Charge Revenues	11,038,400
Subtotal Operating Revenues	74,741,300
Other Financing Sources	
Contributions/Transfers from Other Funds	4,235,900
Subtotal Other Financing Sources	4,235,900
Total Source of Revenues and Other Financing Sources – Sewer Operations	\$78,977,200
Total Source of Revenues and Other Financing Sources – Water and Sewer Operations	\$167,092,900
Hydroelectric Revenues	\$895,300

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The Metropolitan District



The Metropolitan District

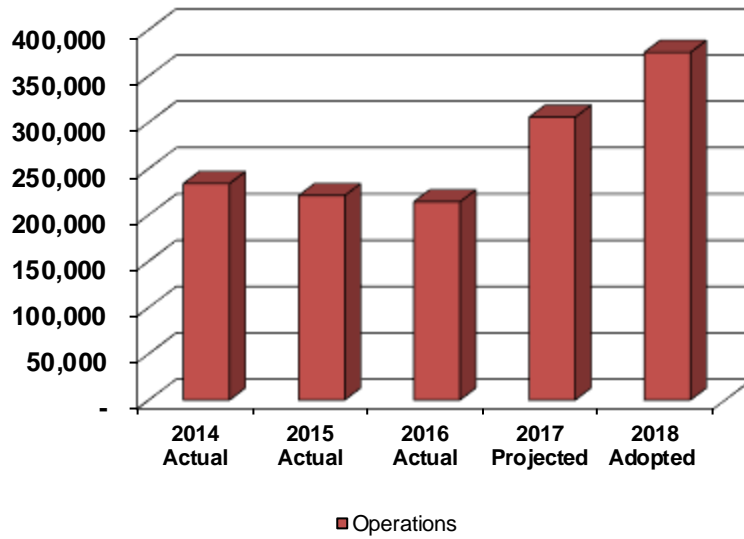
Description

- 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; 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 and Hydroelectric.
- As of the third quarter of 2017, there were approximately 478 active full time employees at The Metropolitan District.

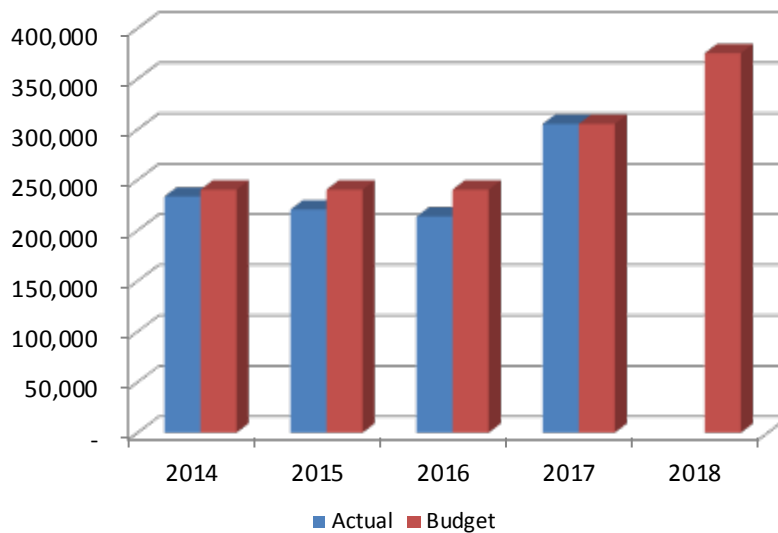
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District Board

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	-	-	-	-	-
Operations	233,762	220,821	214,056	305,500	375,500
Maintenance	-	-	-	-	-
Total	233,762	220,821	214,056	305,500	375,500



	2014	2015	2016	2017	2018
Actual	233,762	220,821	214,056	305,500	
Budget	240,500	240,500	240,500	305,500	375,500
Variance	(6,738)	(19,679)	(26,444)	-	

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 2018 District Board budget totals \$375,500 for 2018, which reflects an increase \$70,000 or 22.9% over the adopted level for 2017.

Operations: \$70,000

- Operational expenses are increasing based on increased Outside Services for 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502107	Office Supplies & Expenses	8	5,000	5,000	5,000
502274	Meeting Expenses	33,936	35,000	35,000	35,000
502278	Business Travel	1,064	500	500	500
502287	Outside Services	54,048	125,000	125,000	195,000
502290	Auditing	125,000	140,000	140,000	140,000
<i>Total Expenditure Classification</i>		214,056	305,500	305,500	375,500
<i>Funding Allocation</i>					
Sewer Allocation 49%		104,900	149,700	149,700	184,000
Water Allocation 51%		109,156	155,800	155,800	191,500
<i>Total Funding Allocation</i>		214,056	305,500	305,500	375,500

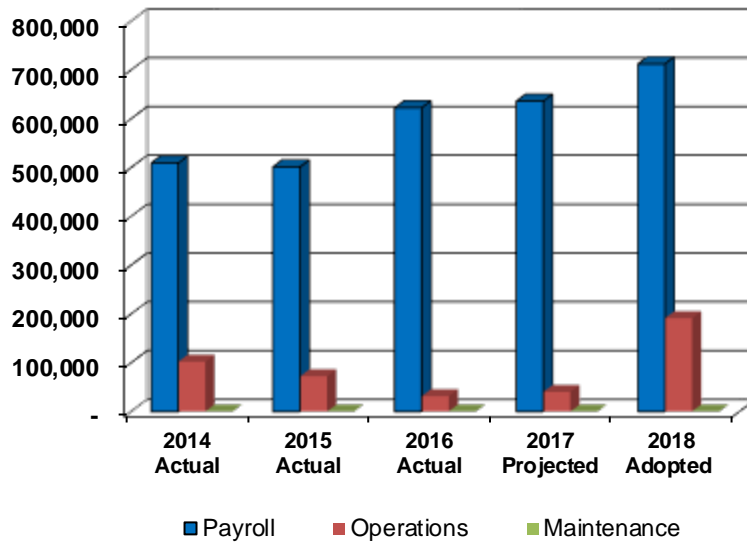
Executive Office

Administration

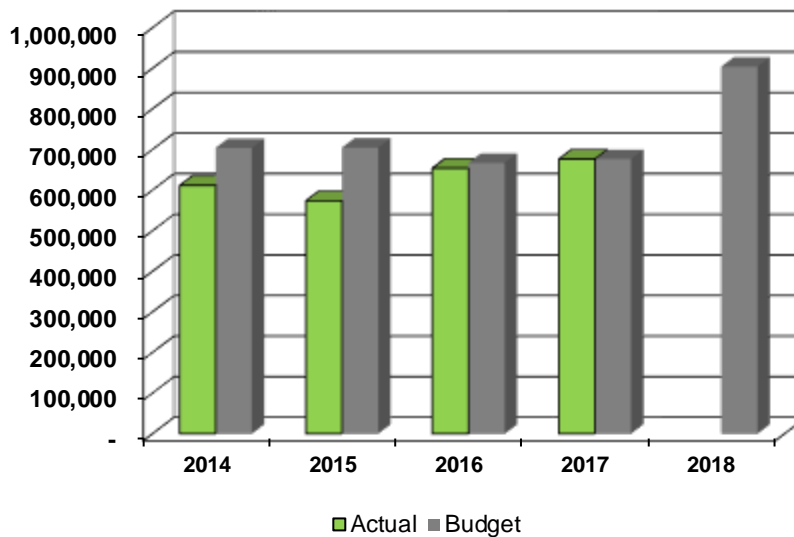
Executive
Office

Administration

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	509,341	501,413	622,436	636,000	712,500
Operations	102,078	72,256	31,518	40,300	191,200
Maintenance	-	-	-	-	-
Total	611,419	573,669	653,954	676,300	903,700



	2014	2015	2016	2017	2018
Actual	611,419	573,669	653,954	676,300	
Budget	703,500	704,300	666,900	676,300	903,700
Variance	(92,081)	(130,631)	(12,946)	-	

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. : 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 Executive Office Administration budget for the coming year is \$903,700, increasing by \$227,400 or 33.6% above the level adopted for 2017. The Administrative Services Department (1310015) has been moved to the Executive Office Administration Department (1210015).

Payroll: \$76,500

- *Regular Pay* includes increments and cost of living for eligible employees. One position transferred from 1310015 and a full year of funding of 1 vacant position
- *Longevity Pay* has been increased due to participation.

Operations: \$150,900

- Consolidation of departments moving Administrative Services (1310015) into Executive Office.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	620,561	634,800	634,800	710,500
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,875	1,200	1,200	2,000
	<i>Total Payroll</i>	622,436	636,000	636,000	712,500
	<i>Operations</i>				
502008	Legal Advertising	-	-	-	12,000
502009	Liens Caveats Certificates of Installment	-	-	-	78,000
502107	Office Supplies & Expenses	3,385	4,500	4,500	6,000
502271	Dues-Professional Associations	474	900	900	60,000
502272	Books & Subscriptions	403	700	700	700
502274	Meeting Expenses	11,975	12,000	12,000	12,000
502278	Business Travel	1,062	1,200	1,200	1,500
502287	Outside Services	13,519	20,000	20,000	20,000
502634	Sponsored Events	700	1,000	1,000	1,000
	<i>Total Operations</i>	31,518	40,300	40,300	191,200
	<i>Total Expenditure Classification</i>	653,954	676,300	676,300	903,700
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	320,400	331,400	331,400	442,800
	Water Allocation 51%	333,554	344,900	344,900	460,900
	<i>Total Funding Allocation</i>	653,954	676,300	676,300	903,700
	<i>Authorized Positions</i>				
	Assistant to CEO	1	1	1	1
	Assistant to the COO	1	1	1	1
	Chief Executive Officer	1	1	1	1
	Executive Assistant	1	1	1	2
	<i>Total Authorized Positions</i>	4	4	4	5

Administrative Services

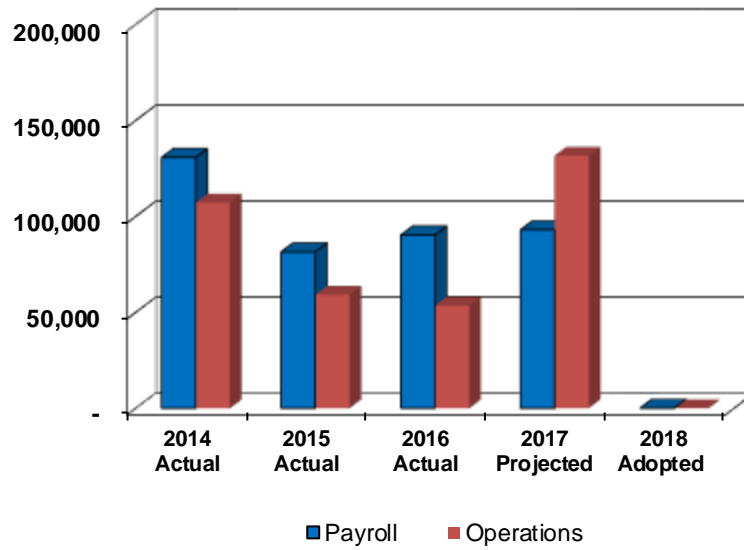
Administration

Administrative
Services

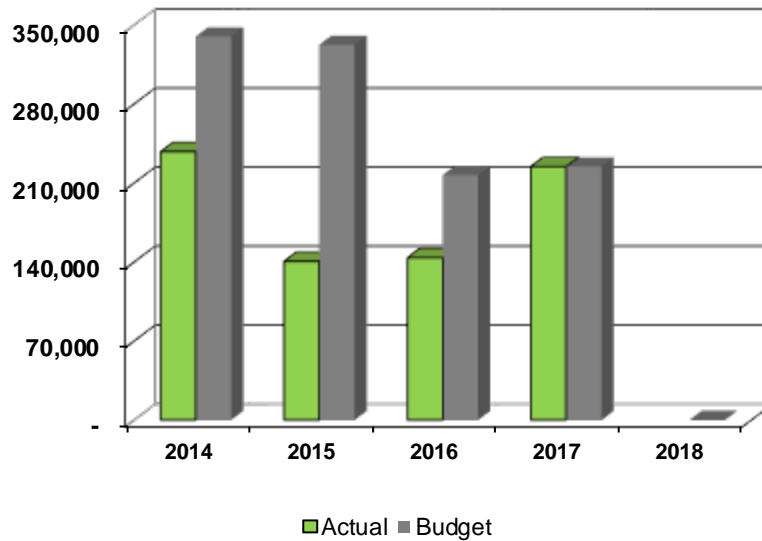


Administration

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	130,683	81,454	90,299	93,000	-
Operations	107,093	59,087	53,453	131,500	-
Maintenance	-	-	-	-	-
Total	237,776	140,542	143,752	224,500	-



	2014	2015	2016	2017	2018
Actual	237,776	140,542	143,752	224,500	-
Budget	339,700	332,300	217,000	224,500	-
Variance	(101,924)	(191,758)	(73,248)	-	-

Administration**Description**

The Administrative Services department is being transferred to Executive Office – Administration (1210015) budget in 2018.

Budget Commentary

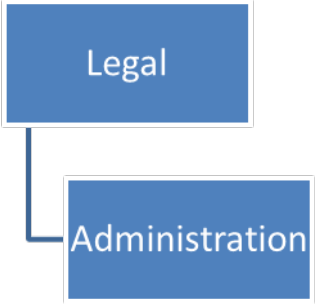
The following information has been provided for informational purposes only.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	90,299	93,000	93,000	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	90,299	93,000	93,000	-
	<i>Operations</i>				
502008	Legal Advertising	11,733	12,000	12,000	-
502009	Liens Caveats Certificates of Installment	13,878	78,000	78,000	-
502107	Office Supplies & Expenses	620	1,500	1,500	-
502271	Dues-Professional Associations	27,221	40,000	40,000	-
	<i>Total Operations</i>	53,453	131,500	131,500	-
	<i>Total Expenditure Classification</i>	143,752	224,500	224,500	-
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	70,400	110,000	110,000	-
	Water Allocation 51%	73,352	114,500	114,500	-
	<i>Total Funding Allocation</i>	143,752	224,500	224,500	-
	<i>Authorized Positions</i>				
	Executive Assistant	1	1	1	-
	<i>Total Authorized Positions</i>	1	1	1	-

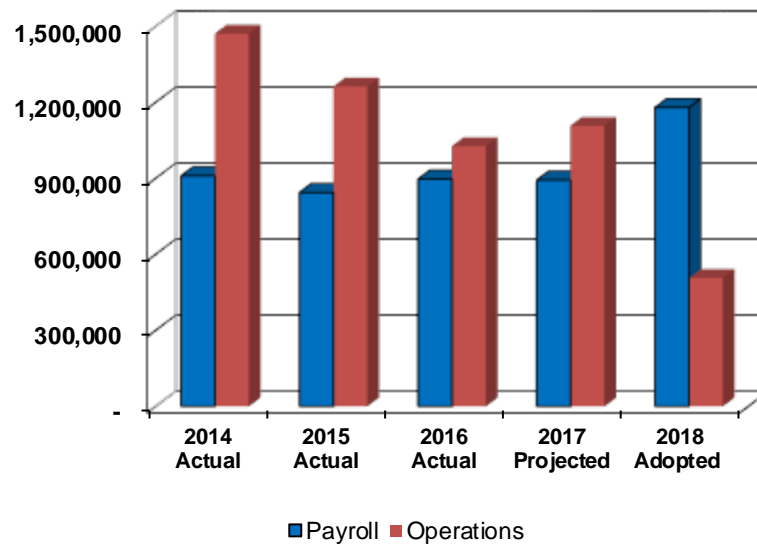
Legal

Administration

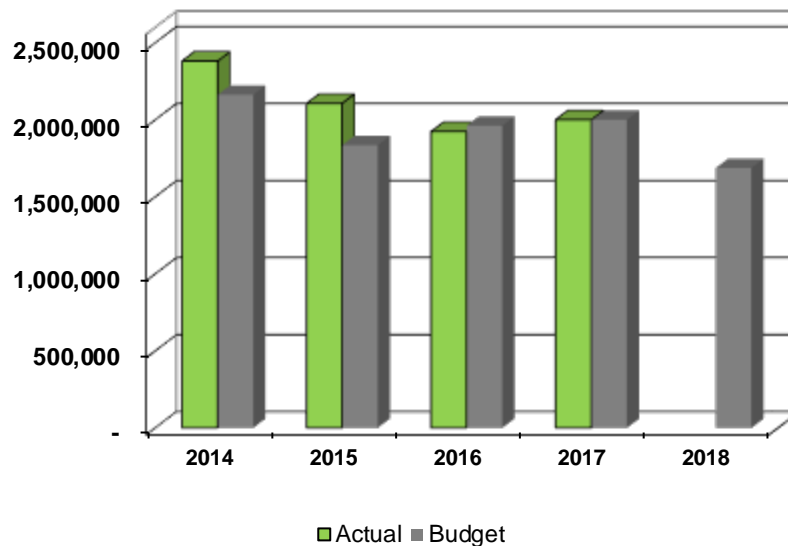


Legal

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	909,571	843,757	896,982	892,800	1,179,400
Operations	1,470,693	1,261,878	1,026,457	1,106,500	506,500
Maintenance	-	-	-	-	-
Total	2,380,264	2,105,634	1,923,439	1,999,300	1,685,900



	2014	2015	2016	2017	2018
Actual	2,380,264	2,105,634	1,923,439	1,999,300	
Budget	2,161,500	1,834,600	1,960,700	1,999,300	1,685,900
Variance	218,764	271,034	(37,261)	-	

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 2018 totals \$1,685,900, which is a decrease of \$313,400 or 15.7% below the expenditure level approved for 2017.

Payroll: \$286,600

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

Operations: (\$600,000)

- *Legal Services* is decreasing based on reduction in using outside legal services.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	895,582	891,400	891,400	1,177,700
501201	Overtime	-	-	-	-
501301	Temporary Help	600	600	600	600
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	800	1,100
	<i>Total Payroll</i>	896,982	892,800	892,800	1,179,400
<i>Operations</i>					
502027	Vehicle Mileage	65	500	500	500
502107	Office Supplies & Expenses	3,124	4,500	4,500	4,500
502270	Seminars & Conventions	444	2,500	2,500	2,500
502271	Dues-Professional Associations	1,207	1,300	1,300	1,300
502274	Meeting Expenses	355	2,000	2,000	2,000
502292	Legal Services	1,019,896	1,000,000	1,000,000	400,000
502296	Consultant Services	1,365	95,700	95,700	95,700
	<i>Total Operations</i>	1,026,457	1,106,500	1,106,500	506,500
	<i>Total Expenditure Classification</i>	1,923,439	1,999,300	1,999,300	1,685,900
<i>Funding Allocation</i>					
	Sewer Allocation 49%	942,500	979,700	979,700	826,100
	Water Allocation 51%	980,939	1,019,600	1,019,600	859,800
	<i>Total Funding Allocation</i>	1,923,439	1,999,300	1,999,300	1,685,900
<i>Authorized Positions</i>					
	Assistant District Counsel	5	6	6	6
	District Counsel	1	1	1	1
	Executive Assistant	1	1	1	1
	<i>Total Authorized Positions</i>	7	8	8	8

Human Resources

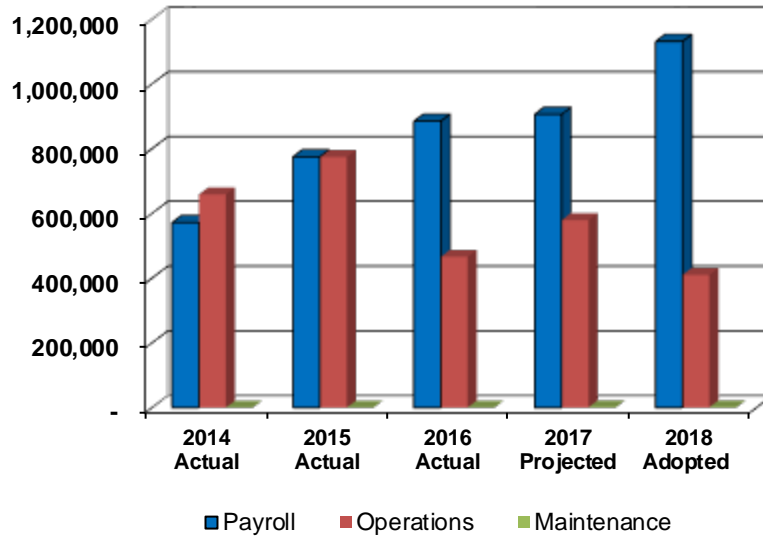
Administration

Human
Resources

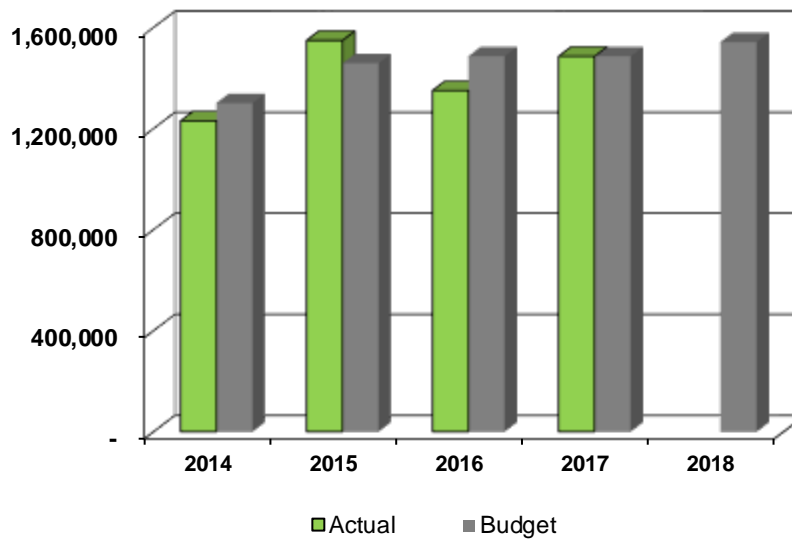


Administration

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	571,555	775,110	884,931	906,100	1,131,400
Operations	658,657	774,065	465,731	579,100	409,950
Maintenance	-	-	-	800	800
Total	1,230,212	1,549,176	1,350,663	1,486,000	1,542,150



	2014	2015	2016	2017	2018
Actual	1,230,212	1,549,176	1,350,663	1,486,000	
Budget	1,300,700	1,458,400	1,486,300	1,486,000	1,542,150
Variance	(70,488)	90,776	(135,638)	-	

Administration**Description**

The Director of Human Resources 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 2018 budget for the Human Resources department totals \$1,542,150, an increase of \$56,150 or 3.8% above the adopted budget level for 2017.

Payroll: \$225,300

- *Regular Pay* includes increments for eligible employees and increased funding in *Temporary Help*.

Operations: (\$169,150)

- *Employee Tuition* and *Employee Education Program* have been reduced based on employee participation.

Maintenance: \$0

- No change in the budget for 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	717,796	754,100	754,100	879,100
501201	Overtime	1,859	800	800	800
501301	Temporary Help	164,126	150,000	150,000	250,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,150	1,200	1,200	1,500
	Total Payroll	884,931	906,100	906,100	1,131,400
	<i>Operations</i>				
502107	Office Supplies & Expenses	14,652	8,600	8,600	8,600
502118	Employee Testing & Recruiting	25,028	40,000	40,000	38,000
502225	Employee Tuition	74,270	75,000	75,000	20,000
502270	Seminars & Conventions	2,043	4,000	4,000	2,000
502271	Dues-Professional Associations	2,797	2,000	2,000	2,000
502272	Books & Subscriptions	-	500	500	350
502273	Employee Education Program	111,821	125,000	125,000	20,000
502275	Employee Activities	25,075	35,000	35,000	33,000
502279	Employee Services	9,725	8,000	8,000	7,000
502280	Grievance Expenses	2,250	5,000	5,000	5,000
502293	Medical Services	35,725	40,000	40,000	38,000
502296	Consultant Services	99,500	100,000	100,000	100,000
502510	Affordable Healthcare	49,451	116,000	116,000	116,000
502650	Diversity Programs	13,392	20,000	20,000	20,000
	Total Operations	465,731	579,100	579,100	409,950
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	800	800	800
	Total Maintenance	-	800	800	800
	Total Expenditure Classification	1,350,663	1,486,000	1,486,000	1,542,150
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	661,800	728,100	728,100	755,700
	Water Allocation 51%	688,863	757,900	757,900	786,450
	Total Funding Allocation	1,350,663	1,486,000	1,486,000	1,542,150
	<i>Authorized Positions</i>				
	Administrative Assistant	1	1	1	1
	Director of Human Resources	1	1	1	1
	Durational Project Manager	-	1	1	-
	Durational Div Project Manager	1	1	1	1
	Human Resources Generalist	3	3	3	3
	Human Resources Manager	-	-	-	1
	Manager of Labor Relations	1	-	-	-
	Risk Services Analyst	1	1	1	1
	Total Authorized Positions	8	8	8	8

Information Technology

Administration

Geographic Information System

Business Transformation

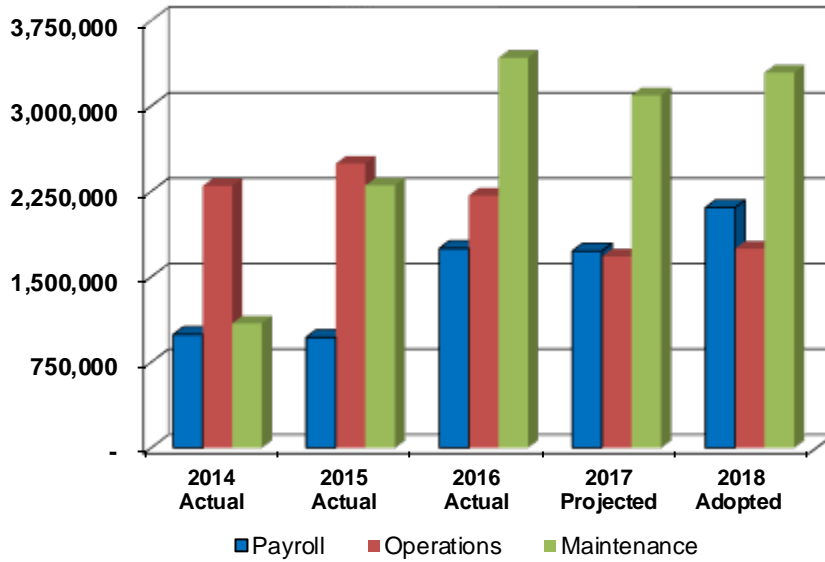
Information
Technology

Administration

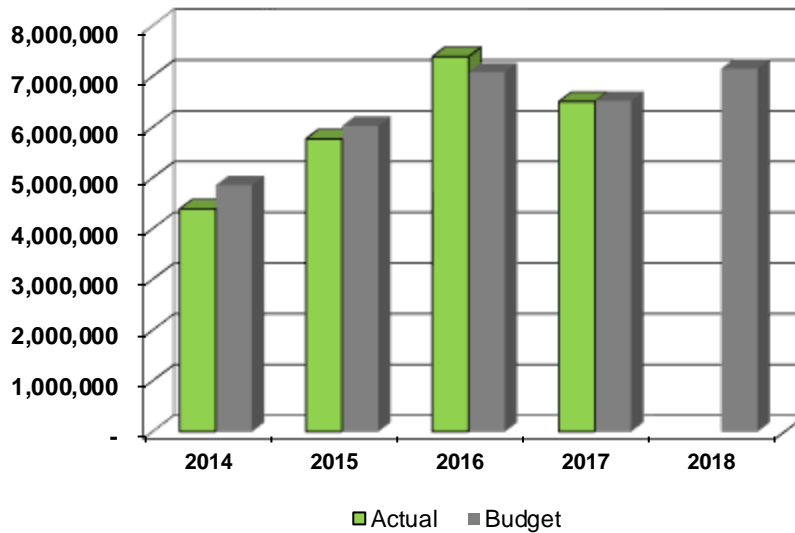
GIS

Information Technology

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	995,563	970,576	1,750,833	1,728,300	2,109,200
Operations	2,298,955	2,495,334	2,215,228	1,679,600	1,748,650
Maintenance	1,091,854	2,303,556	3,423,687	3,094,800	3,294,000
Total	4,386,372	5,769,466	7,389,748	6,502,700	7,151,850



	2014	2015	2016	2017	2018
Actual	4,386,372	5,769,466	7,389,748	6,502,700	
Budget	4,852,900	6,023,700	7,079,900	6,515,700	7,151,850
Variance	(466,528)	(254,234)	309,848	(13,000)	

Information Technology

Summary

Description

For 2018, the Information Technology Department consists of two activities: Administration and GIS Services. 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).

Budget Commentary

The Information Technology budget totals \$7,151,850 which reflects an increase of \$636,150 or 9.8% increase above the operating expenditure level adopted for the 2017 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	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>Summary by Activity</u>				
Administration	6,830,499	5,906,400	5,893,400	6,528,950
GIS	559,249	609,300	609,300	622,900
<i>Total Summary by Activity</i>	7,389,748	6,515,700	6,502,700	7,151,850
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,673,878	1,648,500	1,648,500	2,028,800
Overtime	60,000	75,000	75,000	75,000
Temporary Help	11,680	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	5,275	4,800	4,800	5,400
<i>Total Payroll</i>	1,750,833	1,728,300	1,728,300	2,109,200
Operations	2,215,228	1,569,600	1,679,600	1,748,650
Maintenance	3,423,687	3,217,800	3,094,800	3,294,000
<i>Total Summary by Major Accounts</i>	7,389,748	6,515,700	6,502,700	7,151,850
<u>Funding Allocation</u>				
Sewer Allocation 33%	2,438,700	2,150,200	2,145,900	2,360,200
Water Allocation 67%	4,951,048	4,365,500	4,356,800	4,791,650
<i>Total Funding Allocation</i>	7,389,748	6,515,700	6,502,700	7,151,850
<u>Authorized Positions</u>				
Administration	11	11	11	13
GIS	6	6	6	6
<i>Total Authorized Positions</i>	17	17	17	19

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.

Budget Commentary

The Information Technology budget in 2018 is \$6,528,950, which is an increase \$622,550 or 10.5% above the adopted 2017 level.

Payroll: \$367,300

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the filling of a position, in addition to the transfer of 2 positions from Business Transformation (7930009).
- *Longevity* expense has increased based upon participation.

Operations: \$179,050

- *Outside Services* is being increased based on agreement with Commonwealth of Massachusetts for the MDC's disaster recovery facility.
- *Photocopier Rental* is being increased based on the copiers that are still on the rental program.
- *Business Travel* and *System Support* are decreasing based on historical spend.
- *Mobile Communications* will be funded out of Information Technology department in 2018, offset by a decrease in *Telephone - Data & Voice* allotment.

Maintenance: \$76,200

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

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,172,687	1,134,800	1,134,800	1,501,800
501201	Overtime	60,000	75,000	75,000	75,000
501301	Temporary Help	11,680	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,050	2,400	2,400	2,700
	Total Payroll	1,247,418	1,212,200	1,212,200	1,579,500
	<i>Operations</i>				
502017	Postage	277,898	-	-	-
502026	Clothing & Apparel	300	-	-	-
502107	Office Supplies & Expenses	9,527	12,500	12,500	10,000
502109	Photocopy Supplies	15,200	-	-	-
502170	Website Expenses	1,699	8,800	8,800	10,000
502250	Envelopes	32,668	-	-	-
502270	Seminars & Conventions	3,903	-	-	700
502271	Dues-Professional Associations	6,083	5,000	5,000	5,000
502272	Books & Subscriptions	222	600	600	600
502274	Meeting Expenses	2,804	2,000	2,000	2,000
502278	Business Travel	-	50,000	7,500	7,500
502286	System Support	6,141	105,200	100,200	65,000
502287	Outside Services	233,123	216,000	232,000	240,000
502313	Photocopier Rental	119,671	33,500	83,850	71,150
502319	Equipment Rental	11,443	-	-	-
502353	Telephone - Data & Voice	1,040,542	997,600	868,750	975,000
502358	Mobile Communications	319,225	49,200	269,200	262,500
502416	Computer Equipment & Supplies	125,530	65,000	65,000	75,000
	Total Operations	2,205,979	1,545,400	1,655,400	1,724,450
	<i>Maintenance</i>				
503216	Infrastructure Equipment	14,175	-	-	-
503217	Infrastructure Software	3,362,927	3,148,800	3,025,800	3,225,000
	Total Maintenance	3,377,102	3,148,800	3,025,800	3,225,000
	Total Expenditure Classification	6,830,499	5,906,400	5,893,400	6,528,950
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	2,254,100	1,949,100	1,944,800	2,154,600
	Water Allocation 67%	4,576,399	3,957,300	3,948,600	4,374,350
	Total Funding Allocation	6,830,499	5,906,400	5,893,400	6,528,950

Administration

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Administrative Assistant	1	-	-	-
Business Systems Analyst	-	3	3	5
Business Systems & Security Administrator	-	1	1	1
Business Systems & Security Specialist	1	-	-	-
Director of Information Technology	1	1	1	1
Duplicating Services Operator 1	1	-	-	-
Durational Project Manager	1	-	-	1
Help Desk Coordinator	1	1	1	1
Manager of Information Technology	1	1	1	1
Network Analyst	2	2	2	2
Systems Analyst	2	2	2	1
<i>Total Authorized Positions</i>	11	11	11	13

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 continues 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 2018 is \$622,900, an increase of \$13,600 or 2.2% above the 2017 adopted level.

Payroll: \$13,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity* has been increased based upon participation.

Operations: \$0

- There are no budget changes for 2018.

Maintenance: \$0

- There are no budget changes for 2018.

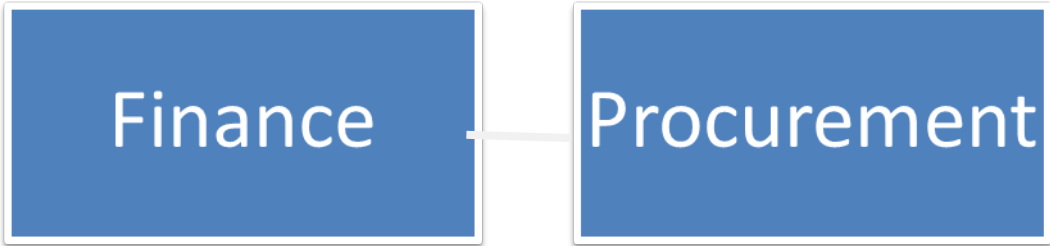
GIS Services

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	501,191	513,700	513,700	527,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,225	2,400	2,400	2,700
	Total Payroll	503,416	516,100	516,100	529,700
	<i>Operations</i>				
502115	Computer Software	2,250	3,000	3,000	3,000
502255	Blueprints, Maps, & Charts	5,295	6,000	6,000	6,000
502270	Seminars & Conventions	97	700	700	700
502271	Dues-Professional Associations	350	500	500	500
502287	Outside Services	-	10,000	10,000	10,000
502416	Computer Equipment & Supplies	1,256	4,000	4,000	4,000
	Total Operations	9,248	24,200	24,200	24,200
	<i>Maintenance</i>				
503207	Tool & Work Equipment	-	1,600	1,600	1,600
503215	GIS Support Maintenance	46,585	67,400	67,400	67,400
	Total Maintenance	46,585	69,000	69,000	69,000
	Total Expenditure Classification	559,249	609,300	609,300	622,900
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	184,600	201,100	201,100	205,600
	Water Allocation 67%	374,649	408,200	408,200	417,300
	Total Funding Allocation	559,249	609,300	609,300	622,900
	<i>Authorized Positions</i>				
	Principal GIS Analyst	2	2	2	2
	GIS Analyst	1	1	1	1
	Mapping Technician	3	3	3	3
	Total Authorized Positions	6	6	6	6

Business Transformation**Description/Budget Commentary**

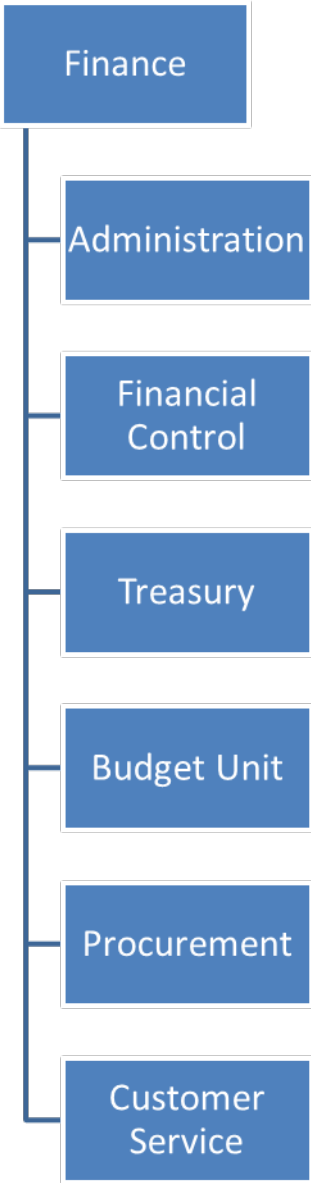
The Business Transformation department is a part of the Capital Improvement Program. Specific projects and details are located in the 2018 Capital Improvement Budget. There were 2 positions transferred to Information Systems – Administration (1710015) for 2018.

Finance Procurement



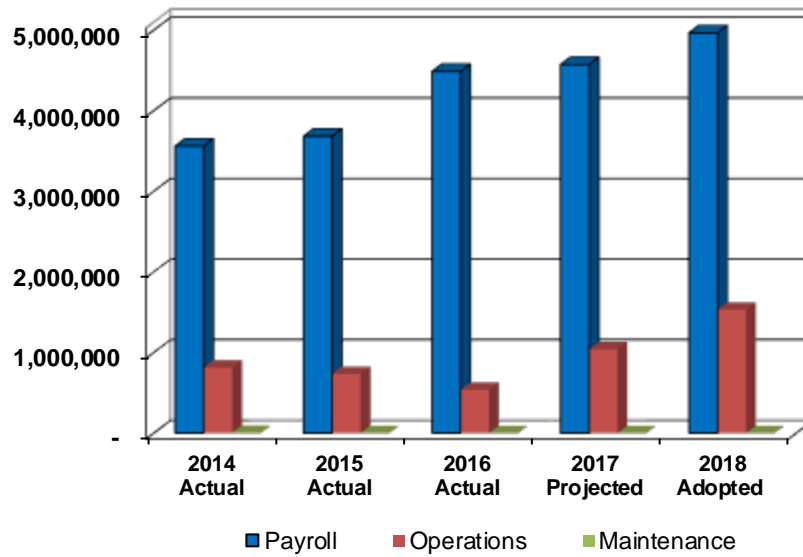
Finance

Administration
Financial Control
Treasury
Budget Unit
Procurement
Customer Service

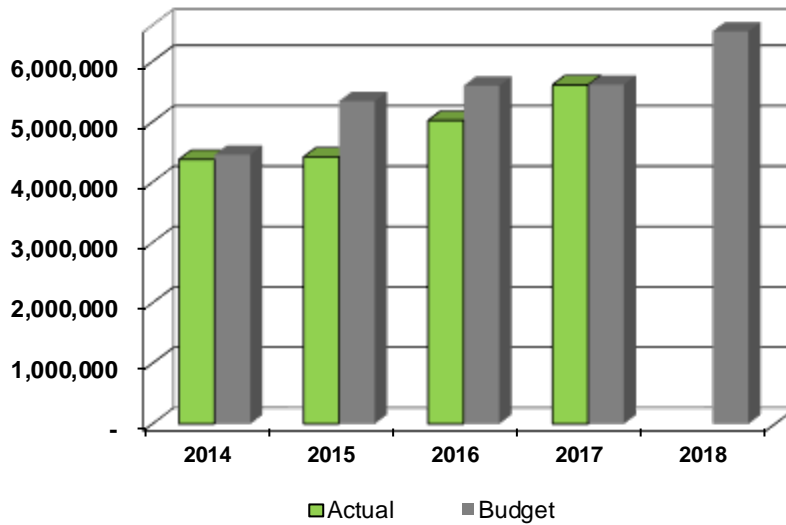


Finance

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	3,562,296	3,685,061	4,488,254	4,574,000	4,966,400
Operations	813,113	733,906	536,246	1,038,800	1,530,600
Maintenance	2,087	-	-	-	-
Total	4,377,496	4,418,967	5,024,501	5,612,800	6,497,000



	2014	2015	2016	2017	2018
Actual	4,377,496	4,418,967	5,024,501	5,612,800	
Budget	4,456,100	5,341,200	5,596,800	5,616,800	6,497,000
Variance	(78,604)	(922,233)	(572,299)	(4,000)	

Finance

Summary

Description

The Finance Department consists of six major activities: Administration, Financial Control, Treasury, Budget, Procurement 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 2018 is \$6,497,000, which is \$880,200 or 15.7% above the adopted budget level for 2017. Budget details for the activities comprising the Finance Department follow.

Finance

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>Summary by Activity</u>				
Administration	476,678	462,000	462,000	485,700
Financial Control	1,102,992	1,173,800	1,173,800	1,321,400
Treasury	991,094	1,048,800	1,048,800	1,163,000
Budget Unit	394,149	405,200	405,200	315,300
Procurement	1,136,887	967,800	963,800	999,700
Customer Service	922,701	1,559,200	1,559,200	2,211,900
<i>Total Summary by Activity</i>	5,024,501	5,616,800	5,612,800	6,497,000
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,407,158	4,471,500	4,471,500	4,860,400
Overtime	47,771	84,000	82,500	82,500
Temporary Help	20,865	7,000	4,500	7,000
Standby & Premium Pay	3,660	5,000	5,000	5,000
Longevity Pay	8,800	10,500	10,500	11,500
<i>Total Payroll</i>	4,488,254	4,578,000	4,574,000	4,966,400
Operations	536,246	1,038,800	1,038,800	1,530,600
Maintenance	-	-	-	-
Capital	-	-	-	-
<i>Total Summary by Major Account</i>	5,024,501	5,616,800	5,612,800	6,497,000
<u>Funding Allocation</u>				
Sewer Allocation 49%	2,462,000	2,752,200	2,750,300	3,183,600
Water Allocation 51%	2,562,501	2,864,600	2,862,500	3,313,400
<i>Total Funding Allocation</i>	5,024,501	5,616,800	5,612,800	6,497,000
<u>Authorized Positions</u>				
Administration	2	2	2	2
Financial Control	13	11	11	12
Treasury	11	11	11	11
Budget Unit	5	4	4	3
Procurement	10	8	8	8
Customer Service	12	13	13	15
<i>Total Authorized Positions</i>	53	49	49	51

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 the Financial Control, Treasury, Budget Unit, Procurement and Customer Service activities.

Budget Commentary

The 2018 budget of \$485,700 for Administration, which is an increase of \$23,700 or 5.1% over the 2017 adopted budget.

Payroll: \$23,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity* has been established based upon participation.

Operations: \$0

- No change in the budget for 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	465,897	449,700	449,700	473,100
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	300
	Total Payroll	465,897	449,700	449,700	473,400
	<i>Operations</i>				
502027	Mileage Reimbursement	-	500	500	500
502107	Office Supplies & Expenses	954	1,000	1,000	1,000
502270	Seminars & Conventions	145	1,800	1,800	1,800
502271	Dues-Professional Associations	1,395	1,500	1,500	1,500
502274	Meeting Expenses	1,812	2,000	2,000	2,000
502278	Business Travel	-	500	500	500
502287	Outside Services	-	5,000	5,000	5,000
	Total Operations	10,781	12,300	12,300	12,300
	Total Expenditure Classification	476,678	462,000	462,000	485,700
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	233,600	226,400	226,400	238,000
	Water Allocation 51%	243,078	235,600	235,600	247,700
	Total Funding Allocation	476,678	462,000	462,000	485,700
	<i>Authorized Positions</i>				
	Chief Financial Officer (CFO)	1	1	1	1
	Director of Finance	1	1	1	1
	Total Authorized Positions	2	2	2	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 2018 totals \$1,321,400, which is an increase of \$147,600 or 12.6% above the level adopted for 2017.

Payroll: \$152,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of 1 position from Business Transformation (7930009).

Operations: (\$5,000)

- Expenditures for *Office Supplies & Expenses* and *Seminars & Conventions* have decreased based on historical spend.

Financial Control

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	857,998	879,800	879,800	1,032,400
501201	Overtime	16,899	35,000	35,000	35,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,800	3,000	3,000	3,000
	<i>Total Payroll</i>	877,696	917,800	917,800	1,070,400
	<i>Operations</i>				
502107	Office Supplies & Expenses	7,708	9,000	9,000	6,000
502251	Printed Forms	614	1,000	1,000	1,000
502270	Seminars & Conventions	1,016	4,000	4,000	2,000
502271	Dues-Professional Associations	1,130	1,000	1,000	1,000
502272	Books & Subscriptions	-	1,000	1,000	1,000
502287	Outside Services	214,828	240,000	240,000	240,000
	<i>Total Operations</i>	225,296	256,000	256,000	251,000
	<i>Total Expenditure Classification</i>	1,102,992	1,173,800	1,173,800	1,321,400
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	540,500	575,200	575,200	647,500
	Water Allocation 51%	562,492	598,600	598,600	673,900
	<i>Total Funding Allocation</i>	1,102,992	1,173,800	1,173,800	1,321,400

Authorized Positions

Accountant	3	2	2	2
Accounting Administrator	2	2	2	3
Accounting Assistant	1	1	1	1
Accounts Payable Supervisor	1	1	1	1
Billing Analyst	1	1	1	1
Inventory Control Analyst	1	-	-	-
Manager of Financial Control	1	1	1	-
Principal Account Clerk	3	3	3	3
Professional Level Trainee	-	-	-	1
<i>Total Authorized Positions</i>	13	11	11	12

Treasury**Description**

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

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 and billings.

Budget Commentary

The Treasury budget of \$1,163,000 has increased by \$114,200 or 10.9% above the 2017 approved budget.

Payroll: \$128,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. The transfer of 1 position from Budget Unit (1840015).
- *Longevity* has been increased based upon participation.

Operations: (\$14,500)

- Expenses for *Seminars & Conventions*, *Books & Subscriptions* and *Outside Services* have been reduced to reflect historical spend.

Treasury

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	871,158	883,800	883,800	1,011,800
501201	Overtime	9,228	30,000	30,000	30,000
501301	Temporary Help	10,496	-	-	-
501401	Standby & Premium Pay	3,660	5,000	5,000	5,000
501601	Longevity Pay	1,625	1,700	1,700	2,400
	Total Payroll	896,167	920,500	920,500	1,049,200
	<i>Operations</i>				
502026	Clothing & Apparel	300	300	300	300
502107	Office Supplies & Expenses	4,344	4,500	4,500	4,500
502251	Printed Forms	5,369	6,000	6,000	6,000
502270	Seminars & Conventions	-	5,000	5,000	1,000
502271	Dues-Professional Associations	425	1,000	1,000	1,000
502272	Books & Subscriptions	502	1,500	1,500	1,000
502287	Outside Services	83,989	110,000	110,000	100,000
	Total Operations	94,928	128,300	128,300	113,800
	Total Expenditure Classification	991,094	1,048,800	1,048,800	1,163,000
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	485,600	513,900	513,900	569,900
	Water Allocation 51%	505,494	534,900	534,900	593,100
	Total Funding Allocation	991,094	1,048,800	1,048,800	1,163,000

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	1	1	2
Manager of Treasury	1	1	1	1
Principal Account Clerk	1	1	1	1
Receivables Administrator	1	1	1	-
Treasury Receivables Specialist	1	1	1	1
Total Authorized Positions	11	11	11	11

Budget Unit**Description**

The Budget Unit is responsible for the annual budget process as well as budget reporting, grant accounting, and the development, analysis and monitoring of various budget programs. Additionally, the Budget Unit provides Fixed Asset analysis, the review of project appropriations, expenditures and business areas within The District, this includes revenue, expenditure forecasting and management analysis.

Budget Commentary

The Budget Unit budget for 2018 totals of \$315,300 is decreasing by \$89,900 or 22.2% below the 2017 level.

Payroll: (\$89,900)

- *Regular Pay* includes increments for eligible employees. Offset, by the transfer of one position to Treasury department (1830015).

Operations: \$0

- No change in the budget for 2018.

Budget Unit

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	384,409	390,800	390,800	300,900
501201	Overtime	-	-	-	-
501301	Temporary Help	1,504	2,000	2,000	2,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	1,100	1,100	1,100
	Total Payroll	386,163	393,900	393,900	304,000
	<i>Operations</i>				
502107	Office Supplies & Expenses	1,174	1,000	1,000	1,000
502259	Other Printing	6,812	10,000	10,000	10,000
502271	Dues-Professional Associations	-	300	300	300
	Total Operations	7,986	11,300	11,300	11,300
	Total Expenditure Classification	394,149	405,200	405,200	315,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	193,100	198,500	198,500	154,500
	Water Allocation 51%	201,049	206,700	206,700	160,800
	Total Funding Allocation	394,149	405,200	405,200	315,300
	<i>Authorized Positions</i>				
	Financial Analyst	3	3	3	2
	Manager of Budgeting & Analysis	1	-	-	-
	Senior Financial Analyst	1	1	1	1
	Total Authorized Positions	5	4	4	3

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 2018 Procurement budget is \$999,700, which is an increase of \$31,900 or 3.3% above the 2017 adopted level.

Payroll: \$33,400

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime* represents funding this line item based on historical usage.

Operations: (\$1,500)

- *Seminar & Conventions* and *Dues-Professional Associations* decreasing based on historical spend.

Procurement

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	843,752	892,500	892,500	927,400
501201	Overtime	-	4,000	2,500	2,500
501301	Temporary Help	6,615	5,000	2,500	5,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,300	1,400	1,400	1,400
	<i>Total Payroll</i>	851,667	902,900	898,900	936,300
	<i>Operations</i>				
502008	Legal Advertising	4,004	5,000	5,000	5,000
502027	Mileage Reimbursement	-	200	200	200
502107	Office Supplies & Expenses	2,143	4,500	4,500	4,500
502270	Seminars & Conventions	23	3,000	3,000	2,000
502271	Dues-Professional Associations	-	1,000	1,000	500
502272	Books & Subscriptions	-	200	200	200
502274	Meeting Expenses	106	500	500	500
502278	Business Travel	-	500	500	500
502287	Outside Services	33,201	50,000	50,000	50,000
	<i>Total Operations</i>	39,477	64,900	64,900	63,400
	<i>Total Expenditure Classification</i>	891,144	967,800	963,800	999,700
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	436,700	474,200	472,300	489,900
	Water Allocation 51%	454,444	493,600	491,500	509,800
	<i>Total Funding Allocation</i>	891,144	967,800	963,800	999,700
	<i>Authorized Positions</i>				
	Compliance Analyst	1	1	1	1
	Contract Specialist	3	3	3	3
	Director of Procurement	1	1	1	1
	Procurement Specialist	1	1	1	1
	Strategic Sourcing Specialist	1	1	1	1
	Senior Buyer	1	1	1	1
	<i>Total Authorized Positions</i>	8	8	8	8

Procurement-Diversity**Description**

The Office of Diversity was transferred to Engineering & Planning (2060015) in 2017.

Budget Commentary

The following information has been provided for informational purposes only.

Procurement-Diversity

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	132,547	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	2,250	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	134,797	-	-	-
	<i>Operations</i>				
502107	Office Supplies & Expenses	80	-	-	-
502274	Meeting Expenses	360	-	-	-
502296	Consultant Services	5,178	-	-	-
502625	Public Education & Information	8,222	-	-	-
502650	Diversity Programs	97,107	-	-	-
	<i>Total Operations</i>	110,945	-	-	-
	<i>Total Expenditure Classification</i>	245,742	-	-	-
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	120,400	-	-	-
	Water Allocation 51%	125,342	-	-	-
	<i>Total Funding Allocation</i>	245,742	-	-	-
	<i>Authorized Positions</i>				
	Administrative Clerk	1	-	-	-
	Diversity Manager	1	-	-	-
	<i>Total Authorized Positions</i>	2	-	-	-

Customer Service**Description**

Customer Service, 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

The Customer Service activity budget for 2018 totals \$2,211,900 reflecting an increase of \$652,700 or 41.9% above the 2017 adopted level.

Payroll: \$139,900

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Includes the addition of 2 new positions.

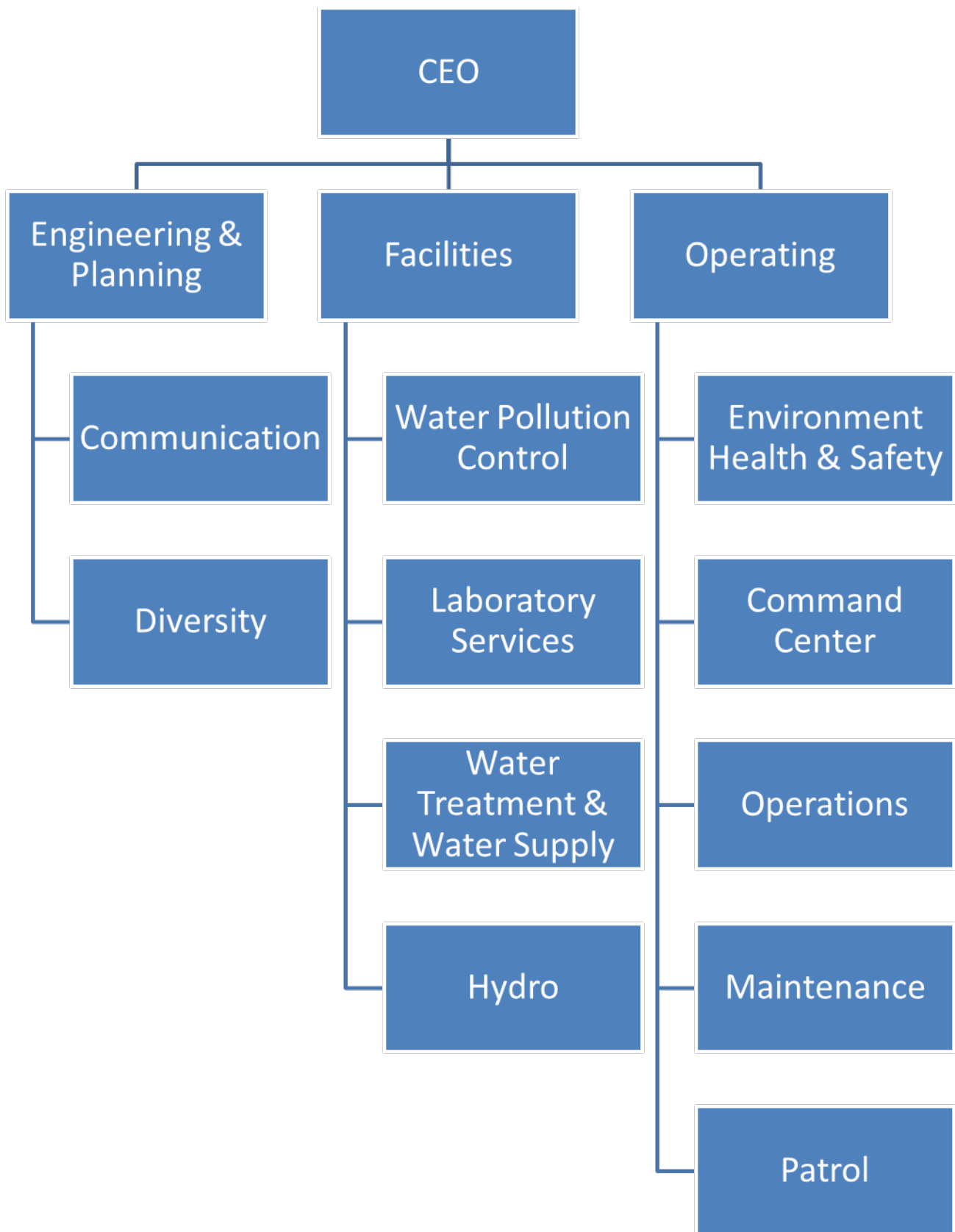
Operations: \$512,800

- *Postage, Envelopes* and *Outside Services* expenses are increasing based on monthly billing expenditures.

Customer Service

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	851,398	974,900	974,900	1,114,800
501201	Overtime	21,645	15,000	15,000	15,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,825	3,300	3,300	3,300
	Total Payroll	875,867	993,200	993,200	1,133,100
	<i>Operations</i>				
502017	Postage	-	400,000	400,000	800,000
502107	Office Supplies & Expenses	15,652	5,000	5,000	7,500
502190	Security	27,895	-	-	-
502250	Envelopes	-	50,000	50,000	50,000
502259	Other Printing	3,286	5,000	5,000	5,000
502271	Dues-Professional Associations	-	1,000	1,000	1,000
502287	Outside Services	-	105,000	105,000	215,300
	Total Operations	46,833	566,000	566,000	1,078,800
	Total Expenditure Classification	922,701	1,559,200	1,559,200	2,211,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	452,100	764,000	764,000	1,083,800
	Water Allocation 51%	470,601	795,200	795,200	1,128,100
	Total Funding Allocation	922,701	1,559,200	1,559,200	2,211,900
	<i>Authorized Positions</i>				
	Administrative Assistant	-	-	-	1
	Customer Services Rep.	6	6	6	5
	Customer Services Supervisor	1	1	1	1
	Duplicating Services Operator 1	-	1	1	-
	Manager of Customer Service	1	1	1	1
	Principal Account Clerk	2	2	2	3
	Senior Clerk	-	-	-	2
	Senior Customer Services Rep.	2	2	2	2
		12	13	13	15

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



Operating Office

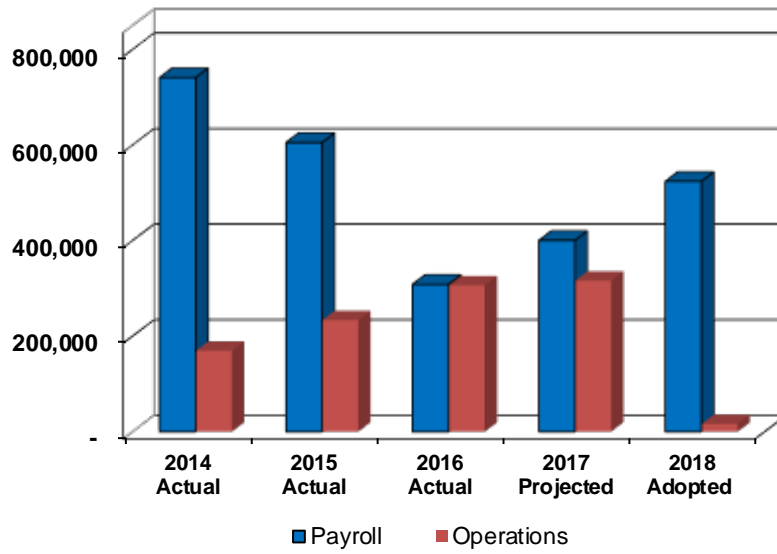
Administration

Operating
Office

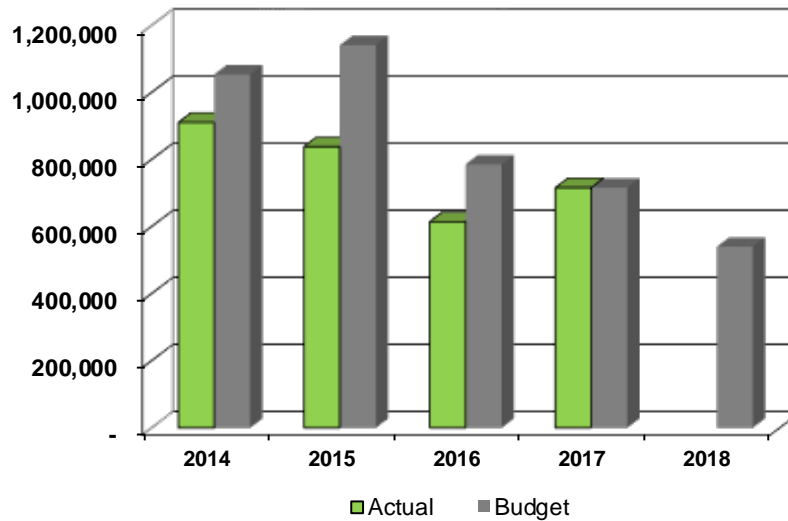
Administration

Operating Office

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	741,422	605,228	308,450	400,400	523,900
Operations	169,318	233,219	306,162	315,800	16,000
Maintenance	-	-	-	-	-
Total	910,740	838,446	614,612	716,200	539,900



	2014	2015	2016	2017	2018
Actual	910,740	838,446	614,612	716,200	
Budget	1,053,900	1,141,400	785,200	716,200	539,900
Variance	(143,160)	(302,954)	(170,588)	-	

Operating Office

Summary

Description

The Operating Office is responsible for overseeing all of the District's Operating departments: Environment, Health & Safety, Command Center, Operations, Laboratory Services, Water Pollution Control, Maintenance, Water Treatment & Water Supply, Patrol and Hydro.

Budget Commentary

The Operating Office budget for 2018 totals \$539,900, decreasing by \$176,300 or 24.6% below the 2017 adopted level. Budget details for the activities comprising the Operating Office follow.

Operating Office

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Summary by Activity				
Administration	128,136	152,100	152,100	539,900
Communication	486,476	564,100	564,100	-
Total Summary by Activity	614,612	716,200	716,200	539,900
Summary by Major Account				
Payroll				
Regular Pay	308,100	400,000	400,000	522,200
Overtime	-	-	-	-
Temporary	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	350	400	400	1,700
Total Payroll	308,450	400,400	400,400	523,900
Operations	306,162	315,800	315,800	16,000
		-	-	-
Total Summary by Major Account	614,612	716,200	716,200	539,900
Funding Allocation				
Sewer Allocation 49%	301,200	350,900	350,900	264,600
Water Allocation 51%	313,412	365,300	365,300	275,300
Total Funding Allocation	614,612	716,200	716,200	539,900
Authorized Positions				
Administration	2	2	2	4
Communication	2	3	3	-
Total Authorized Positions	4	5	5	4

Administration**Description**

The Operating Office is responsible for overseeing all of the District's Operating departments: Environment, Health & Safety, Command Center, Operations, Laboratory Services, Water Pollution Control, Maintenance, Water Treatment & Water Supply, Patrol and Hydro.

Budget Commentary

The Operating Office Administrative budget for 2018 totals \$539,900, increasing by \$387,800 or 255.0% above the 2017 adopted level.

Payroll: \$400,900

- *Regular Pay* includes increments for eligible employees and the filling of the Director of Operations. The transfer of 1 position from Water Pollution Control -Administration (4021110). The addition of a new position Plant Maintenance Administrator.
- *Longevity expense* has increased based upon participation.

Operations: (\$14,800)

- Expenses are in line with 2018 projected activities.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	83,734	121,300	121,300	522,200
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	1,700
	Total Payroll	83,734	121,300	121,300	523,900
	<i>Operations</i>				
502026	Clothing & Apparel	-	500	500	500
502049	Licenses and Registration	-	300	300	1,500
502107	Office Supplies & Expenses	3,875	4,000	4,000	4,000
502270	Seminars & Conventions	955	4,000	4,000	4,000
502271	Dues-Professional Associations	17,800	18,000	18,000	2,000
502274	Meeting Expenses	5,930	4,000	4,000	4,000
502287	Consultant Services	15,842	-	-	-
	Total Operations	44,402	30,800	30,800	16,000
	Total Expenditure Classification	128,136	152,100	152,100	539,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	62,800	74,500	74,500	264,600
	Water Allocation 51%	65,336	77,600	77,600	275,300
	Total Funding Allocation	128,136	152,100	152,100	539,900
	<i>Authorized Positions</i>				
	Administrative Assistant	1	1	1	1
	Director of Facilities	-	-	-	1
	Director of Operations	1	1	1	1
	Plant Maintenance Administrator	-	-	-	1
	Total Authorized Positions	2	2	2	4

Communications

Description

The Communications budget for 2018 is now under Engineering & Planning (2020015).

Budget Commentary

The following has been provided for informational purposes only.

Communications

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	224,366	278,700	278,700	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	350	400	400	-
	<i>Total Payroll</i>	224,716	279,100	279,100	-
	<i>Operations</i>				
502001	Advertising	5,451	5,500	5,500	-
502107	Office Supplies & Expenses	1,714	4,000	4,000	-
502253	Periodic Publications	69,662	87,000	87,000	-
502270	Seminars & Conventions	125	1,000	1,000	-
502274	Meeting Expenses	3,758	3,000	3,000	-
502296	Consultant Services	113,244	138,000	138,000	-
502625	Public Education & Information	12,137	14,500	14,500	-
502627	Community Sponsorships & Conventions	15,000	15,000	15,000	-
502630	Promotional Materials	11,519	11,000	11,000	-
502633	Youth Education	-	6,000	6,000	-
	<i>Total Operations</i>	261,760	285,000	285,000	-
	<i>Total Expenditure Classification</i>	486,476	564,100	564,100	-
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	238,400	276,400	276,400	-
	Water Allocation 51%	248,076	287,700	287,700	-
	<i>Total Funding Allocation</i>	486,476	564,100	564,100	-
	<i>Authorized Positions</i>				
	Professional Level Trainee	-	1	1	-
	Special Services Admin	2	2	2	-
	<i>Total Authorized Positions</i>	2	3	3	-

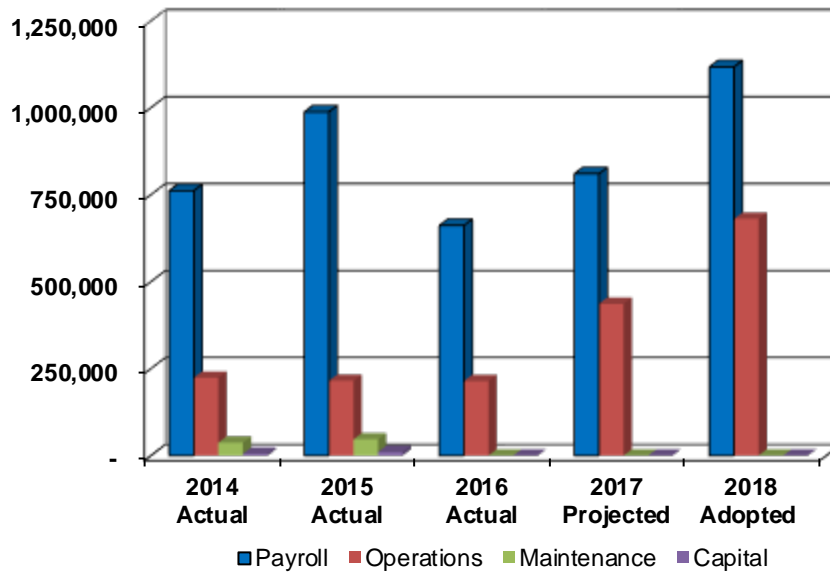
Engineering & Planning

Administration
Communications
Diversity
Technical Services
Engineering Services
Construction Services
Survey & Inspection

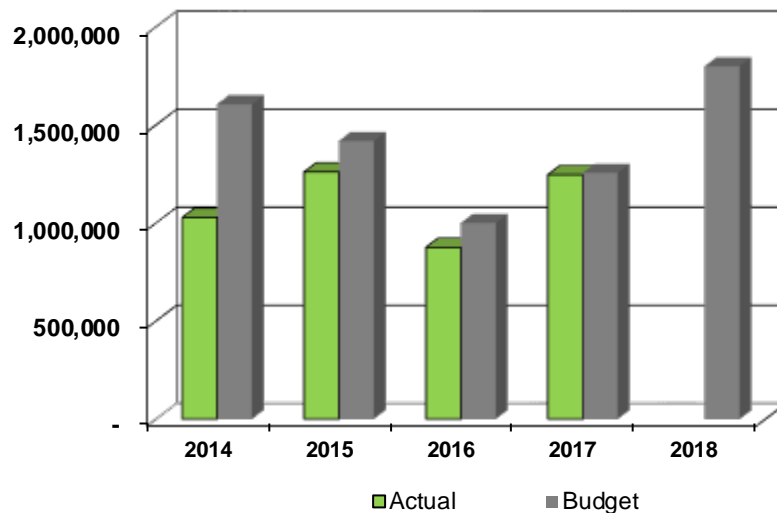


Engineering & Planning

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	761,407	987,742	661,659	810,400	1,117,700
Operations	223,699	215,229	214,129	436,200	680,800
Maintenance	37,131	46,984	-	-	-
Capital	5,553	10,568	-	-	-
Total	1,027,791	1,260,523	875,788	1,246,600	1,798,500



	2014	2015	2016	2017	2018
Actual	1,027,791	1,260,523	875,788	1,246,600	
Budget	1,604,700	1,417,600	999,600	1,255,200	1,798,500
Variance	(576,909)	(157,077)	(123,812)	(8,600)	

Engineering & Planning

Summary

Description

The Engineering and Planning Department in 2018 consists of: Administration, Communications, Diversity, Survey & Inspection, Engineering Services, Construction Services and Technical Services.

Budget Commentary

The overall Engineering & Planning budget for 2018 is \$1,798,500 which has increased by \$543,300 or 43.3% above the budget level adopted for 2017. Budget details for the activities comprising the Engineering and Planning department follow.

Engineering & Planning

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	875,788	1,002,400	998,050	992,400
Communications	-	-	-	568,000
Diversity	-	252,800	248,550	238,100
Total Summary by Activity	875,788	1,255,200	1,246,600	1,798,500
<i>Summary by Major Account</i>				
<i>Payroll</i>				
Regular Pay	659,272	807,300	807,300	1,113,400
Overtime	-	500	200	500
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	2,388	2,900	2,900	3,800
Total Payroll	661,659	810,700	810,400	1,117,700
Operations	214,129	444,500	436,200	680,800
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	875,788	1,255,200	1,246,600	1,798,500
<i>Funding Allocation</i>				
Sewer Allocation 49%	429,100	615,100	610,800	881,300
Water Allocation 51%	446,688	640,100	635,800	917,200
Total Funding Allocation	875,788	1,255,200	1,246,600	1,798,500
<i>Authorized Positions</i>				
Administration	7	7	7	7
Communications	-	-	-	3
Diversity	-	1	1	1
Total Authorized Positions	7	8	8	11

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: Diversity, Communications, Technical Services, Engineering Services, Construction Services and 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 2018 is \$992,400, which is a decrease of \$10,000 or 1.0 % below the expenditure level adopted for 2017.

Payroll: \$19,500

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

Operations: (\$29,500)

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

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	659,272	669,500	669,500	688,500
501201	Overtime	-	500	200	500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,388	2,900	2,900	3,400
	Total Payroll	661,659	672,900	672,600	692,400
<i>Operations</i>					
502026	Clothing & Apparel	3,070	2,000	2,000	2,000
502027	Mileage Reimbursement	-	-	4,000	4,000
502049	Licenses & Registration	9,781	11,000	11,000	11,000
502061	Material from Stock	2,116	4,000	2,800	3,000
502107	Office Supplies & Expenses	14,610	23,000	23,000	15,000
502110	Survey & Construction Supplies	11,817	15,000	15,000	15,000
502111	Small Tools	2,009	3,500	2,800	3,000
502112	Communication Equipment & Supplies	53	2,000	1,000	1,000
502136	Safety & First Aid Supplies	236	500	350	500
502255	Blueprints, Maps, & Charts	-	500	-	-
502270	Seminars & Conventions	16,230	17,000	13,000	5,000
502271	Dues-Professional Associations	6,534	7,000	7,000	7,000
502272	Books & Subscriptions	1,698	2,500	2,500	2,500
502274	Meeting Expenses	1,436	1,500	1,000	1,000
502287	Outside Services	12,000	90,000	90,000	80,000
502296	Consultant Services	132,538	150,000	150,000	150,000
	Total Operations	214,129	329,500	325,450	300,000
	Total Expenditure Classification	875,788	1,002,400	998,050	992,400
<i>Funding Allocation</i>					
	Sewer Allocation 49%	429,100	491,200	489,000	486,300
	Water Allocation 51%	446,688	511,200	509,050	506,100
	Total Funding Allocation	875,788	1,002,400	998,050	992,400
<i>Authorized Positions</i>					
	Administrative Clerk	1	1	1	1
	Director of Engineering & Planning	1	1	1	1
	Engineering Drafter	2	1	1	1
	Sr. Engineering Drafter	2	3	3	3
	Special Projects Administrator	1	1	1	1
	Total Authorized Positions	7	7	7	7

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 was moved from (4020015) and the budget for 2018 totals \$568,000, increasing by \$3,900 or 0.7% above 2017 adopted levels.

Communications

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	283,600
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	400
	<i>Total Payroll</i>	-	-	-	284,000
	<i>Operations</i>				
502001	Advertising	-	-	-	5,500
502107	Office Supplies & Expenses	-	-	-	3,000
502253	Periodic Publications	-	-	-	87,000
502270	Seminars & Conventions	-	-	-	1,000
502274	Meeting Expenses	-	-	-	3,000
502296	Consultant Services	-	-	-	138,000
502625	Public Education & Information	-	-	-	14,500
502627	Community Sponsorships & Conventions	-	-	-	15,000
502630	Promotional Materials	-	-	-	11,000
502633	Youth Education	-	-	-	6,000
	<i>Total Operations</i>	-	-	-	284,000
	<i>Total Expenditure Classification</i>	-	-	-	568,000
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	-	-	-	278,300
	Water Allocation 51%	-	-	-	289,700
	<i>Total Funding Allocation</i>	-	-	-	568,000
	<i>Authorized Positions</i>				
	Special Services Admin	-	-	-	2
	Professional Level Trainee	-	-	-	1
	<i>Total Authorized Positions</i>	-	-	-	3

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 2018 budget is \$238,100, which is a decrease of \$14,700, or 5.8% below the 2017 adopted level.

Payroll: \$3,500

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

Operations: (\$18,200)

- *Diversity Programs* has decreased based on historical spending; offsetting this decrease is an increase in *Dues-Professional Associations* and *Consultant Services*.

Diversity

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	137,800	137,800	141,300
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	137,800	137,800	141,300
	<i>Operations</i>				
502107	Office Supplies & Expenses	-	1,000	250	300
502270	Seminars & Conventions	-	2,000	2,000	1,500
502271	Dues-Professional Associations	-	-	-	6,000
502274	Meeting Expenses	-	1,500	1,500	1,500
502278	Business Travel	-	1,000	1,000	1,000
502296	Consultant Services	-	10,000	45,000	25,000
502625	Public Education & Information	-	3,000	1,000	1,500
502650	Diversity Programs	-	96,500	60,000	60,000
	<i>Total Operations</i>	-	115,000	110,750	96,800
	<i>Total Expenditure Classification</i>	-	252,800	248,550	238,100
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	-	123,900	121,800	116,700
	Water Allocation 51%	-	128,900	126,750	121,400
	<i>Total Funding Allocation</i>	-	252,800	248,550	238,100
	<i>Authorized Positions</i>				
	Diversity Manager	-	1	1	1
	<i>Total Authorized Positions</i>	-	1	1	1

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 2018 Capital Improvement Budget. There are 22 positions budgeted for the full year 2018 Capital Improvement Program budget.

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 2018 Capital Improvement Budget. There are 11 positions budgeted for the full year 2018 Capital Improvement Program budget.

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 2018 Capital Improvement Budget. There are 11 positions budgeted for the full year 2018 Capital Improvement Program budget.

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 2018 Capital Improvement Budget. There are 17 positions budgeted for the full year 2018 Capital Improvement Program budget.

Environment, Health & Safety

Administration

Household Hazardous Waste — District

Household Hazardous Waste — Non-District

Environment,
Health & Safety

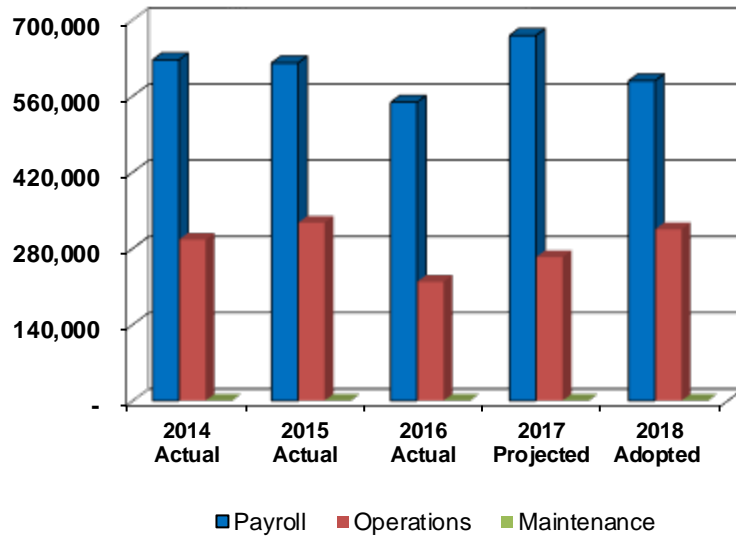
Administration

Household
Hazardous Waste
— District

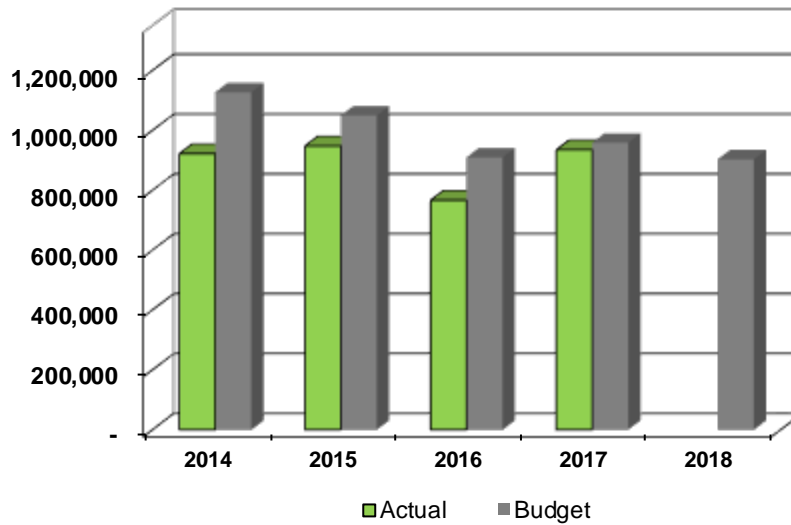
Household
Hazardous Waste
— Non-District

Environment, Health & Safety

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	626,483	620,855	548,379	671,300	587,900
Operations	295,809	327,021	218,410	263,800	314,800
Maintenance	-	-	-	-	-
Total	922,292	947,876	766,789	935,100	902,700



	2014	2015	2016	2017	2018
Actual	922,292	947,876	766,789	935,100	
Budget	1,126,600	1,049,600	909,200	958,400	902,700
Variance	(204,308)	(101,724)	(142,411)	(23,300)	

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 2018 totals \$902,700, which is \$55,700 or 5.8% below the 2017 adopted level. Budget details for the activities comprising the Environment, Health & Safety Department follow.

Environment, Health & Safety

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	580,481	752,100	753,400	699,000
Household Hazardous Waste - District	168,063	185,000	161,700	183,700
Household Hazardous Waste - Non-District	18,245	21,300	20,000	20,000
<i>Total Summary by Activity</i>	766,789	958,400	935,100	902,700
<i>Summary by Major Account</i>				
<i>Payroll</i>				
Regular Pay	528,463	637,800	637,800	567,600
Overtime	11,656	19,000	16,300	9,000
Pay Temporary	7,160	10,000	16,000	10,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,100	1,200	1,200	1,300
<i>Total Payroll</i>	548,379	668,000	671,300	587,900
Operations	218,410	290,400	263,800	314,800
Maintenance	-	-	-	-
<i>Total Summary by Major Account</i>	766,789	958,400	935,100	902,700
<i>Funding Allocation</i>				
Sewer Allocation 49%	375,700	469,600	458,200	442,300
Water Allocation 51%	391,089	488,800	476,900	460,400
<i>Total Funding Allocation</i>	766,789	958,400	935,100	902,700
<i>Authorized Positions</i>				
Administration	5	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 2018 totals \$699,000, which is a decrease of \$53,100 or 7.1% below the 2017 adopted level.

Payroll: (\$80,100)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the elimination of 1 position.
- *Overtime* has been eliminated for 2018.
- *Longevity* expense has decreased based upon participation.

Operations: \$27,000

- An increase in *Outside Testing & Lab Services* and *Consultant Services* as a result of MS4 Permit Sampling and permit assistance as needed.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	528,335	637,800	637,800	567,600
501201	Overtime	-	10,000	7,300	-
501301	Temporary Help	7,160	10,000	16,000	10,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,100	1,200	1,200	1,300
	<i>Total Payroll</i>	<u>536,595</u>	<u>659,000</u>	<u>662,300</u>	<u>578,900</u>
502049	Licenses and Registration	570	600	600	600
502107	Office Supplies & Expenses	4,166	4,000	4,000	4,000
502111	Small Tools	378	500	500	500
502136	Safety & First Aid Supplies	23,594	30,000	28,000	30,000
502270	Seminars & Conventions	801	3,000	3,000	3,000
502271	Dues-Professional Associations	1,417	2,000	2,000	2,000
502274	Meeting Expenses	1,530	2,000	2,000	2,000
502287	Outside Services	1,058	3,000	3,000	3,000
502293	Medical Services	8,520	35,000	35,000	35,000
502295	Outside Testing & Lab Services	202	3,000	3,000	15,000
502296	Consultant Services	1,650	10,000	10,000	25,000
	<i>Total Operations</i>	<u>43,885</u>	<u>93,100</u>	<u>91,100</u>	<u>120,100</u>
	<i>Total Expenditure Classification</i>	<u>580,481</u>	<u>752,100</u>	<u>753,400</u>	<u>699,000</u>
<i>Funding Allocation</i>					
	Sewer Allocation 49%	284,400	368,500	369,200	342,500
	Water Allocation 51%	296,081	383,600	384,200	356,500
	<i>Total Funding Allocation</i>	<u>580,481</u>	<u>752,100</u>	<u>753,400</u>	<u>699,000</u>
<i>Authorized Positions</i>					
	Administrative Clerk	1	1	1	1
	Construction Services Supervisor	-	1	1	-
	Environmental Analyst 2	1	1	1	1
	Manager of EH&S	1	1	1	1
	Occupational Health & Safety Analyst	2	1	1	1
	Project Manager	-	1	1	1
	<i>Total Authorized Positions</i>	<u>5</u>	<u>6</u>	<u>6</u>	<u>5</u>

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 2018 totals \$183,700, which is below the 2017 adopted level by \$1,300 or a decrease of 0.7%

Payroll: \$0

- No change in the budget for 2018.

Operations: (\$1,300)

- Expenses decreased based on historical spending levels.

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	127	-	-	-
501201	Overtime	11,656	8,000	8,000	8,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	11,783	8,000	8,000	8,000
502026	Clothing & Apparel	322	500	200	500
502107	Office Supplies & Expenses	363	400	200	200
502138	Safety Equipment	11	400	100	200
502188	Refuse Collection	8,159	8,500	8,000	9,000
502204	Household Hazardous Waste Disposal	133,983	150,000	130,000	150,000
502274	Meeting Expenses	693	1,200	700	800
502625	Public Education & Information	11,250	14,000	13,000	13,000
502630	Promotional Materials	1,500	2,000	1,500	2,000
	<i>Total Operations</i>	156,280	177,000	153,700	175,700
	<i>Total Expenditure Classification</i>	168,063	185,000	161,700	183,700
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	82,400	90,700	79,200	90,000
	Water Allocation 51%	85,663	94,300	82,500	93,700
	<i>Total Funding Allocation</i>	168,063	185,000	161,700	183,700

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 2018 totals \$20,000, which is below the 2017 adopted level by \$1,300 or 6.1%. The cost for these events is billed to non-district communities, which is reflected in revenue.

Payroll: \$0

- No change in the budget for 2018.

Operations: (\$1,300)

- Expenses decreased based on historical spending levels.

Household Hazardous Waste — Non-District

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	1,000	1,000	1,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	1,000	1,000	1,000
502026	Clothing & Apparel	-	100	100	100
502107	Office Supplies & Expenses	-	100	100	100
502138	Safety Equipment	-	100	100	100
502188	Refuse Collection	818	1,000	1,000	1,000
502204	Household Hazardous Waste Disposal	14,920	15,000	15,000	15,000
502274	Meeting Expenses	139	200	200	200
502625	Public Education & Information	1,908	2,800	1,500	1,500
502630	Promotional Materials	460	1,000	1,000	1,000
	<i>Total Operations</i>	18,245	20,300	19,000	19,000
	<i>Total Expenditure Classification</i>	18,245	21,300	20,000	20,000
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	8,900	10,400	9,800	9,800
	Water Allocation 51%	9,345	10,900	10,200	10,200
	<i>Total Funding Allocation</i>	18,245	21,300	20,000	20,000

Command Center

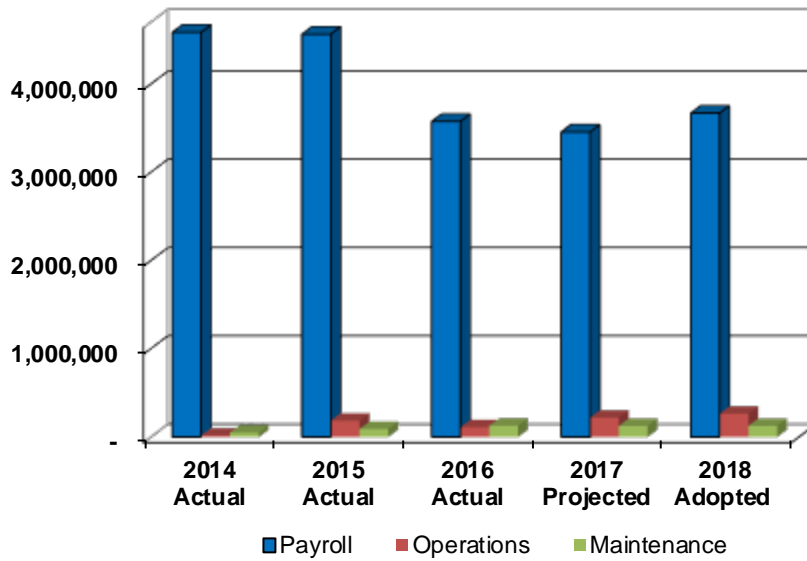
Administration

Utility Services

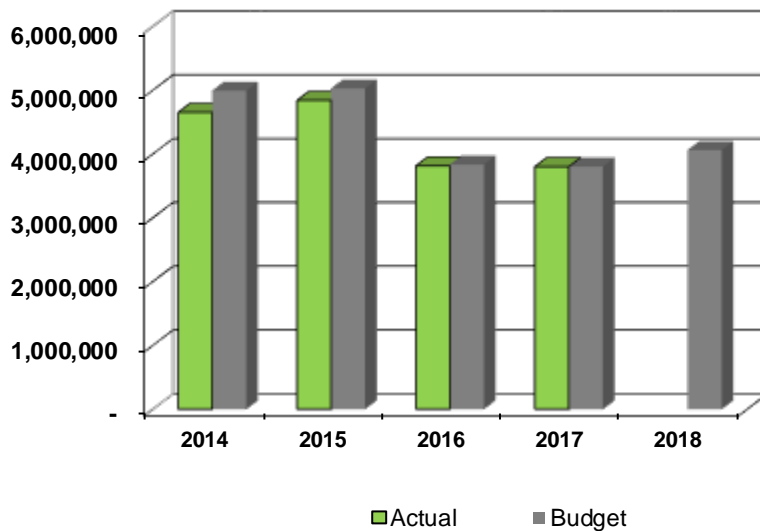


Command Center

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	4,587,132	4,564,964	3,575,690	3,456,700	3,670,800
Operations	16,722	185,474	110,457	220,300	263,800
Maintenance	50,254	92,259	127,831	126,300	126,300
Total	4,654,108	4,842,697	3,813,978	3,803,300	4,060,900



	2014	2015	2016	2017	2018
Actual	4,654,108	4,842,697	3,813,978	3,803,300	
Budget	4,991,400	5,026,100	3,835,700	3,803,300	4,060,900
Variance	(337,292)	(183,403)	(21,722)	-	

Command Center

Summary

Description

The Command Center, previously titled Customer Services, is headed by the Manager of Command Center, oversees the 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 2018 is \$4,060,900, which is increasing by \$257,600 or 6.8% above the budget level adopted for 2017. Budget details for the activities comprising the Command Center department follow.

Command Center

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Command Center	2,108,723	2,149,300	2,149,300	2,382,000
Utility Services	1,705,255	1,654,000	1,654,000	1,678,900
<i>Total Summary by Activity</i>	3,813,978	3,803,300	3,803,300	4,060,900
<i>Summary by Major Accounts</i>				
Payroll				
Regular Pay	3,026,748	3,003,200	3,003,200	3,177,900
Overtime	492,730	408,100	408,100	448,100
Temporary Help	1,470	-	-	-
Standby & Premium Pay	40,243	33,200	33,200	33,200
Longevity Pay	14,500	12,200	12,200	11,600
<i>Total Payroll</i>	3,575,690	3,456,700	3,456,700	3,670,800
Operations	110,457	220,300	220,300	263,800
Maintenance	127,831	126,300	126,300	126,300
Capital Outlay	-	-	-	-
<i>Total Summary by Major Accounts</i>	3,813,978	3,803,300	3,803,300	4,060,900
<i>Funding Allocation</i>				
Sewer Allocation 34%	1,296,800	1,293,200	1,293,200	1,380,700
Water Allocation 66%	2,517,178	2,510,100	2,510,100	2,680,200
<i>Total Funding Allocation</i>	3,813,978	3,803,300	3,803,300	4,060,900
<i>Authorized Positions</i>				
Command Center	20	20	20	20
Utility Services	16	15	15	15
<i>Total Authorized Positions</i>	36	35	35	35

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 2018 totals \$2,382,000, which is an increase of \$232,700 or 10.8% above the 2017 adopted level.

Payroll: \$188,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime* has increased based on historical spending levels.

Operations: \$44,000

- An increase in *Office Supplies & Expenses* to cover paper and toner.

Maintenance: \$0

- No change in the budget for 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	1,585,068	1,618,900	1,618,900	1,767,600
501201	Overtime	332,247	280,000	280,000	320,000
501301	Temporary Help	1,470	-	-	-
501401	Standby & Premium Pay	30,053	25,000	25,000	25,000
501601	Longevity Pay	5,275	4,400	4,400	4,400
	Total Payroll	1,954,113	1,928,300	1,928,300	2,117,000
<i>Operations</i>					
502011	Meal Allowances	1,118	5,000	5,000	5,000
502026	Clothing & Apparel	8,823	5,000	5,000	5,000
502061	Materials from Stock	985	6,000	6,000	6,000
502107	Office Supplies & Expenses	6,702	6,000	6,000	50,000
502111	Small Tools	914	2,000	2,000	2,000
502112	Communication Equipment & Supplies	11,520	18,000	18,000	18,000
502287	Outside Services	-	60,000	60,000	60,000
502416	Computer Equipment & Supplies	-	4,000	4,000	4,000
	Total Operations	32,547	106,000	106,000	150,000
503309	Sewers	43,084	45,000	45,000	45,000
503321	Other Maintenance	70,426	60,000	60,000	60,000
	Total Maintenance	122,063	115,000	115,000	115,000
	Total Expenditure Classification	2,108,723	2,149,300	2,149,300	2,382,000
<i>Funding Allocation</i>					
	Sewer Allocation 34%	717,000	730,800	730,800	809,900
	Water Allocation 66%	1,391,723	1,418,500	1,418,500	1,572,100
	Total Funding Allocation	2,108,723	2,149,300	2,149,300	2,382,000

Authorized Positions

Administrative Clerk	4	3	3	3
Claims Agent	1	1	1	1
Command Center Asst Superintendent	-	1	1	1
Customer Services Maintainer 1	-	1	1	1
Customer Service Supervisor	1	-	-	-
Manager of Command Center	1	1	1	1
Sewer Maintenance Crew Leader	-	1	1	1
Systems Maintenance Superintendent	1	-	-	-
Utility Maintainer 2	-	1	1	1
Utility Operations Shift Crew Leader	3	3	3	-
Utility Operations Shift Maint Crew Ldr	-	-	-	3
Utility Operations Shift Maintainer	6	5	5	5
Utility Operations Shift Superintendent	1	1	1	-
Utility Operations Shift Supervisor	1	1	1	3
Utility Services Shift Supervisor	1	1	1	-
Total Authorized Positions	20	20	20	20

Utility Services**Description**

Working out of the District's Maxim Road Facility, 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 2018 totals \$1,678,900, which is an increase of \$24,900 or 1.5% above the 2017 adopted level.

Payroll: \$25,400

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

Operations: (\$500)

- *Janitorial Supplies* were consolidated in 2017.

Maintenance: \$0

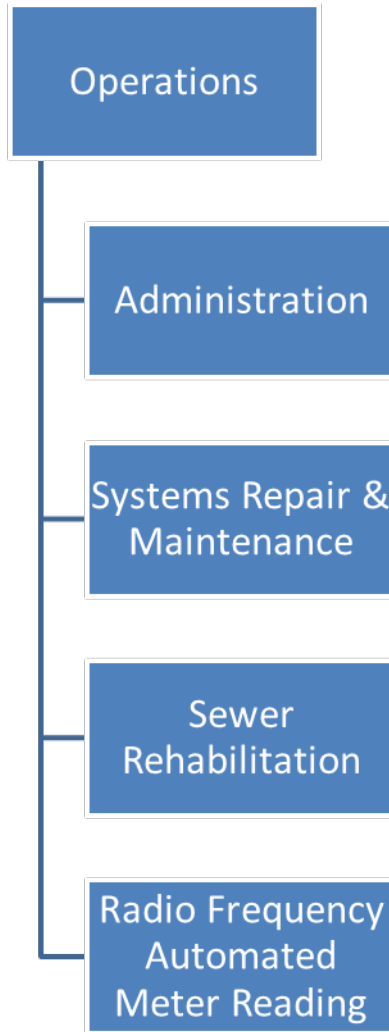
- No change in the budget for 2018.

Utility Services

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	1,441,680	1,384,300	1,384,300	1,410,300
501201	Overtime	160,483	128,100	128,100	128,100
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	10,190	8,200	8,200	8,200
501601	Longevity Pay	9,225	7,800	7,800	7,200
	Total Payroll	1,621,577	1,528,400	1,528,400	1,553,800
<i>Operations</i>					
502011	Meal Allowances	80	300	300	300
502014	Call Before you DIG	75,263	90,000	90,000	90,000
502026	Clothing & Apparel	7,880	7,500	7,500	7,500
502032	Inventory Adjustment	(23,305)	-	-	-
502061	Materials from Stock	9,263	10,000	10,000	10,000
502104	Janitorial Supplies	200	500	500	-
502110	Survey & Construction Supplies	7,342	-	-	-
502111	Small Tools	-	2,000	2,000	2,000
502270	Seminars & Conventions	200	2,500	2,500	2,500
502271	Dues-Professional Associations	986	1,500	1,500	1,500
	Total Operations	77,910	114,300	114,300	113,800
<i>Maintenance</i>					
503203	Office Furniture & Equipment	5,768	6,500	6,500	6,500
503207	Tool & Work Equipment	-	4,800	4,800	4,800
	Total Maintenance	5,768	11,300	11,300	11,300
Total Expenditure Classification		1,705,255	1,654,000	1,654,000	1,678,900
<i>Funding Allocation</i>					
	Sewer Allocation 34%	579,800	562,400	562,400	570,800
	Water Allocation 66%	1,125,455	1,091,600	1,091,600	1,108,100
	Total Funding Allocation	1,705,255	1,654,000	1,654,000	1,678,900
<i>Authorized Positions</i>					
	Cross Connection Tech 1	3	2	2	2
	Cross Connection Tech 2	1	2	2	2
	Customer Services Supervisor	1	1	1	1
	Engineering Technician 2	-	-	-	1
	Engineering Technician 3	-	2	2	1
	Project Engineer 2	1	1	1	1
	Senior Utility Services Technician	1	1	1	2
	Utility Services Inspector	1	1	1	-
	Utility Services Eng Technician	6	4	4	5
	Utility Service Technician	2	1	1	-
	Total Authorized Positions	16	15	15	15

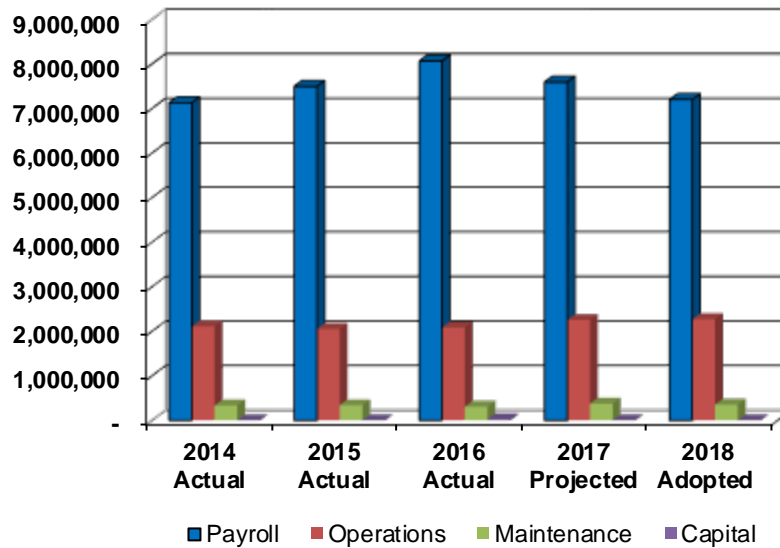
Operations

Administration
Systems Repair & Maintenance
Sewer Rehabilitation
Radio Frequency Automated Reading

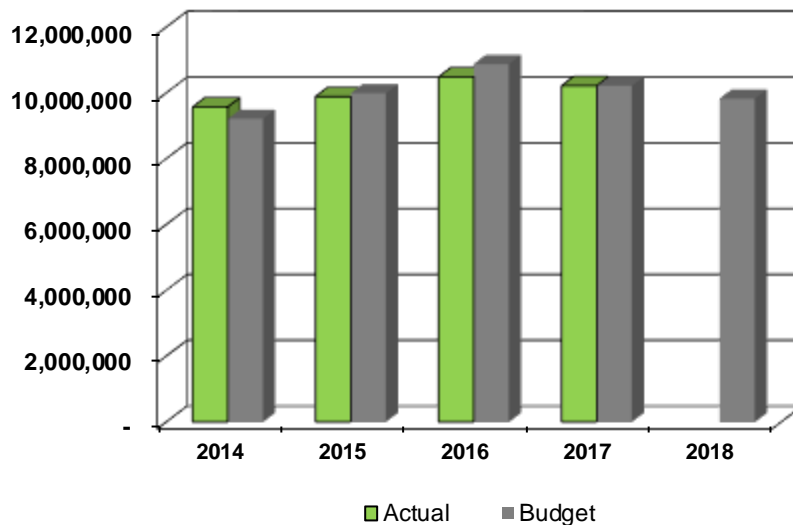


Operations

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	7,129,117	7,496,398	8,069,549	7,591,900	7,201,500
Operations	2,108,356	2,051,518	2,083,638	2,251,500	2,272,300
Maintenance	333,291	338,380	305,936	373,500	351,500
Capital	-	-	24,716	-	-
Total	9,570,764	9,886,297	10,483,839	10,216,900	9,825,300



	2014	2015	2016	2017	2018
Actual	9,570,764	9,886,297	10,483,839	10,216,900	
Budget	9,212,200	9,988,500	10,872,800	10,216,900	9,825,300
Variance	358,564	(102,203)	(388,961)	-	

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 \$9,825,300. This is a decrease of \$391,600 or 3.8% below the 2017 approved level. Budget details pertaining to the Operations' activities follow.

Operations

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	168,985	176,300	176,300	178,800
Systems Repair	4,586,534	4,419,000	4,419,000	9,646,500
Systems Maintenance and Operations	5,728,321	5,621,600	5,621,600	-
<i>Total Summary by Activity</i>	10,483,839	10,216,900	10,216,900	9,825,300
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	6,574,099	6,219,100	6,219,100	6,078,100
Overtime	1,455,900	1,323,000	1,323,000	1,075,000
Temporary Help	-	-	-	-
Standby & Premium Pay	30,000	40,300	40,300	40,300
Longevity Pay	9,550	9,500	9,500	8,100
<i>Total Payroll</i>	8,069,549	7,591,900	7,591,900	7,201,500
Operations	2,083,638	2,251,500	2,251,500	2,272,300
Maintenance	305,936	373,500	373,500	351,500
Capital Outlay	24,716	-	-	-
<i>Total Summary by Major Account</i>	10,483,839	10,216,900	10,216,900	9,825,300
<i>Funding Allocation</i>				
Sewer Allocation 25%	2,620,900	2,554,300	2,554,300	2,456,300
Water Allocation 75%	7,862,939	7,662,600	7,662,600	7,369,000
<i>Total Funding Allocation</i>	10,483,839	10,216,900	10,216,900	9,825,300
<i>Authorized Positions</i>				
Administration	1	1	1	1
Systems Repair	38	36	36	76
Systems Maintenance & Operations	51	46	46	-
<i>Total Authorized Positions</i>	90	83	83	77

Administration**Description**

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

Budget Commentary

The Operations Administration budget for 2018 is \$178,800 which has increased by \$2,500 above the expenditure level adopted for 2017.

Payroll: \$4,000

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

Operations: \$1,000

- *Office Supplies & Expenses* increasing for 2018.

Maintenance: (\$2,500)

- The elimination of the *Office Furniture and Equipment* allotment is based on historical spend.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	157,019	157,000	157,000	161,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	800	800
	Total Payroll	157,819	157,800	157,800	161,800
	<i>Operations</i>				
502049	Licenses & Registrations	480	1,000	1,000	1,000
502107	Office Supplies & Expenses	466	1,000	1,000	2,000
502203	Ground Care	1,292	8,000	8,000	8,000
502270	Seminars & Conventions	488	3,000	3,000	3,000
502271	Dues-Professional Associations	-	500	500	500
	Total Operations	2,726	13,500	13,500	14,500
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	8,440	5,000	5,000	2,500
	Total Maintenance	8,440	5,000	5,000	2,500
	Total Expenditure Classification	168,985	176,300	176,300	178,800
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	42,200	44,100	44,100	44,700
	Water Allocation 75%	126,785	132,200	132,200	134,100
	Total Funding Allocation	168,985	176,300	176,300	178,800
	Manager of Operations	1	1	1	1
	Total Authorized Positions	1	1	1	1

Systems Repair & Maintenance**Description**

The Systems Repair & Maintenance 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 & Maintenance 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.

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 Repair budget for 2018 totals \$9,646,500, which is \$5,227,500 above the adopted level for 2017. This is the result of the consolidation of the System Repair and System Maintenance & Operations departments.

Systems Repair & Maintenance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	2,600,772	2,594,300	2,594,300	5,917,100
501201	Overtime	1,031,334	900,000	900,000	1,075,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	22,436	30,000	30,000	40,300
501601	Longevity Pay	4,225	4,200	4,200	7,300
	<i>Total Payroll</i>	3,658,767	3,528,500	3,528,500	7,039,700
	<i>Operations</i>				
502011	Meal Allowances	54,958	51,000	51,000	63,300
502016	Police Services	649,950	600,000	600,000	650,000
502026	Clothing & Apparel	16,023	25,000	25,000	40,000
502048	Grit/Screening Disposal	-	-	-	115,000
502061	Material from Stock	4,530	-	-	1,300,000
502106	Lights & Barricades	6,555	7,000	7,000	7,000
502107	Office Supplies & Expenses	4,272	4,000	4,000	20,000
502111	Small Tools	38,870	40,000	40,000	50,000
502138	Safety Equipment	-	-	-	5,500
502303	Television Services	-	-	-	7,000
	<i>Total Operations</i>	775,158	727,000	727,000	2,257,800
	<i>Maintenance</i>				
503207	Tool & Work Equipment	9,790	35,000	35,000	135,000
503302	Catch Basins	1,983	2,000	2,000	4,000
503303	Hydrant Repair	-	-	-	35,000
503304	Mains	63,764	70,000	70,000	75,000
503305	Manholes	1,491	1,500	1,500	3,000
503308	Services	4,988	5,000	5,000	10,000
503309	Sewers	10,971	11,000	11,000	23,000
503317	Gate & Regulatory Repairs	9,000	9,000	9,000	34,000
503318	Laterals/Relining	25,905	30,000	30,000	30,000
	<i>Total Maintenance</i>	127,893	163,500	163,500	349,000
	<i>Capital Outlay</i>				
504204	Power Operated Equipment	13,054	-	-	-
504207	Tool & Work Equipment	11,662	-	-	-
	<i>Total Capital Outlay</i>	24,716	-	-	-
	<i>Total Expenditure Classification</i>	4,586,534	4,419,000	4,419,000	9,646,500
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	1,146,600	1,104,800	1,104,800	2,411,600
	Water Allocation 75%	3,439,934	3,314,200	3,314,200	7,234,900
	<i>Total Funding Allocation</i>	4,586,534	4,419,000	4,419,000	9,646,500

Systems Repair & Maintenance

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Administrative Clerk	1	-	-	1
Asst. Systems Maintenance Supt.	-	-	-	1
Asst. Systems Repair Supt.	1	1	1	1
Compressor Truck Operator	6	-	-	-
Customer Service Maintainer 1	-	-	-	3
Electrician 2	-	-	-	1
Equipment Operator 1	6	6	6	4
Equipment Operator 2	1	1	1	-
Gate Maintainer 1	-	-	-	2
Gate Maintainer 2	-	-	-	2
Gate Maintenance Crew Leader	-	-	-	1
Hydrant Maintainer 1	-	-	-	1
Hydrant Maintainer 2	-	-	-	2
Hydrant Maintenance Supervisor	-	-	-	1
Meter Maintenance Crew Leader	-	-	-	1
Meter Reader 1	-	-	-	2
Meter Reader 2	-	-	-	1
Meter Reading Crew Leader	-	-	-	1
Meter Supervisor	-	-	-	1
Pipe Joiner	6	1	1	-
Senior Systems Repair Supervisor	1	1	1	1
Sr. Utility Maint. Crew Leader	-	-	-	1
Sewer Maintenance Crew Leader	-	-	-	6
Sewer Maintenance Supervisor	-	-	-	1
Systems Repair Superintendent	1	1	1	-
Systems Repair Supervisor	5	5	5	6
Systems Repair Crew Leader	1	1	1	-
Truck Driver 2	6	6	6	-
Truck Driver 3	1	1	1	-
Utility Maintenance Superintendent	-	-	-	1
Utility Maintainer 1	-	5	5	16
Utility Maintainer 2	-	5	5	13
Utility Operations Maintainer	2	2	2	2
Utility Sys. Monitoring Technician	-	-	-	1
Utility Svcs. Monitoring Technician 1	-	-	-	1
Utility Sys. Monitoring Technician 2	-	-	-	1
<i>Total Authorized Positions</i>	38	36	36	76

Systems Maintenance & Operations**Description**

The Systems Maintenance and Operations budget for 2018 is being consolidated in Systems Repair budget (3040015).

Budget Commentary

The following has been provided for informational purposes only.

Systems Maintenance & Operations

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	3,816,309	3,467,800	3,467,800	-
501201	Overtime	424,566	423,000	423,000	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	7,564	10,300	10,300	-
501601	Longevity Pay	4,525	4,500	4,500	-
	Total Payroll	4,252,964	3,905,600	3,905,600	-
	<i>Operations</i>				
502011	Meal Allowances	5,206	12,300	12,300	-
502026	Clothing & Apparel	22,459	26,200	26,200	-
502032	Inv Adj	(9,949)	-	-	-
502036	Litigation	-	-	-	-
502046	Equipment Replacement	-	-	-	-
502048	Grit/Screening Disposal	101,544	135,000	135,000	-
502061	Materials from Stock	1,153,207	1,300,000	1,300,000	-
502106	Lights & Barricades	2,907	5,000	5,000	-
502107	Office Supplies & Expenses	6,202	5,000	5,000	-
502111	Small Tools	17,501	16,000	16,000	-
502138	Safety Equipment	701	5,500	5,500	-
502303	Television Services	5,976	6,000	6,000	-
	Total Operations	1,305,754	1,511,000	1,511,000	-
	<i>Maintenance</i>				
503204	Power Operated Equipment	50,637	60,000	60,000	-
503303	Hydrant Repair, Parts, etc.	29,623	34,000	34,000	-
503207	Tool & Work Equipment	63,675	80,000	80,000	-
503309	Sewers	10,281	12,000	12,000	-
503317	Gate & Regulatory Repairs	15,386	19,000	19,000	-
	Total Maintenance	169,603	205,000	205,000	-
	Total Expenditure Classification	5,728,321	5,621,600	5,621,600	-
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	1,432,100	1,405,400	1,405,400	-
	Water Allocation 75%	4,296,221	4,216,200	4,216,200	-
	Total Funding Allocation	5,728,321	5,621,600	5,621,600	-

Systems Maintenance & Operations

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Administration Clerk	1	1	1	-
Assistant Systems Maintenance Supt.	1	1	1	-
Compressor Truck Operator	1	1	1	-
Customer Service Maintainer 1	4	5	5	-
Gate Maintainer 1	3	2	2	-
Gate Maintainer 2	3	3	3	-
Gate Maintenance Crew Leader	2	2	2	-
Gate Maintenance Supervisor	1	1	1	-
Hydrant Maintainer 1	4	5	5	-
Hydrant Maintainer 2	2	2	2	-
Hydrant Maintenance Supervisor	1	1	1	-
Meter Maintenance Crew Leader	2	2	2	-
Meter Reader 1	3	2	2	-
Meter Reader 2	1	1	1	-
Meter Reading Crew Leader	1	1	1	-
Meter Supervisor	1	1	1	-
Senior Sewer Maintenance Crew Lead	1	-	-	-
Sewer Maintainer 1	6	3	3	-
Sewer Maintenance Crew Leader	6	5	5	-
Sewer Maintenance Supervisor	1	1	1	-
Systems Maintenance Superintendent	1	1	1	-
Utility Operations Maintainer	2	2	2	-
Utility Svcs Monitoring Technician 1	1	1	1	-
Utility Sys. Monitoring Technician	1	1	1	-
Utility Sys. Monitoring Technician 2	1	1	1	-
<i>Total Authorized Positions</i>	51	46	46	-

Sewer Rehabilitation**Description/Budget Commentary**

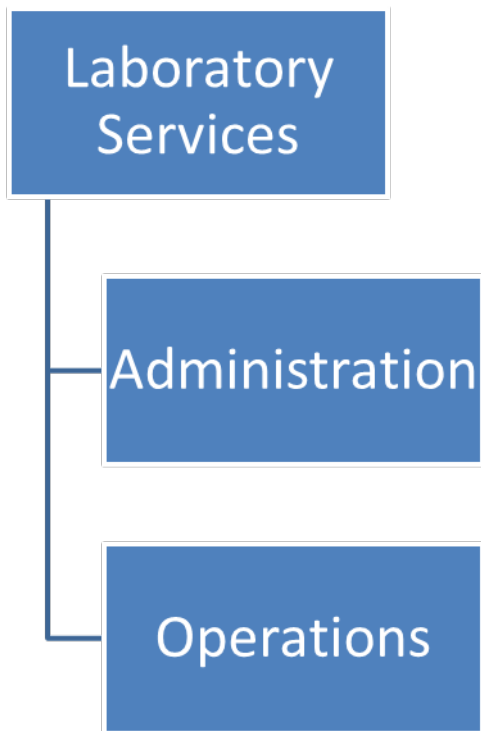
The Sewer Rehabilitation department is a part of the Capital Improvement Program. Specific projects and details are located in the 2018 Capital Improvement Budget. There are 12 positions budgeted for the full year 2018 Capital Improvement Program budget.

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

The Radio-Based Automated Meter Reading sub-activity comprises 5 positions in 2018. 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.

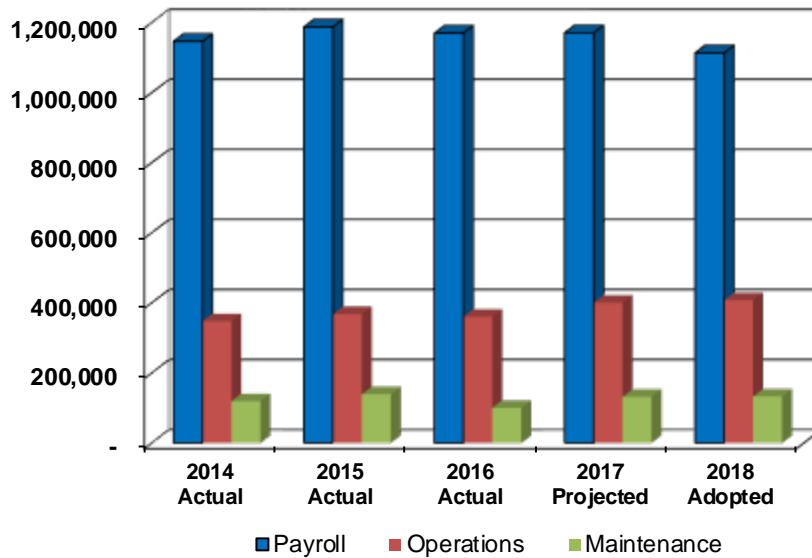
Laboratory Services

Administration
Operations

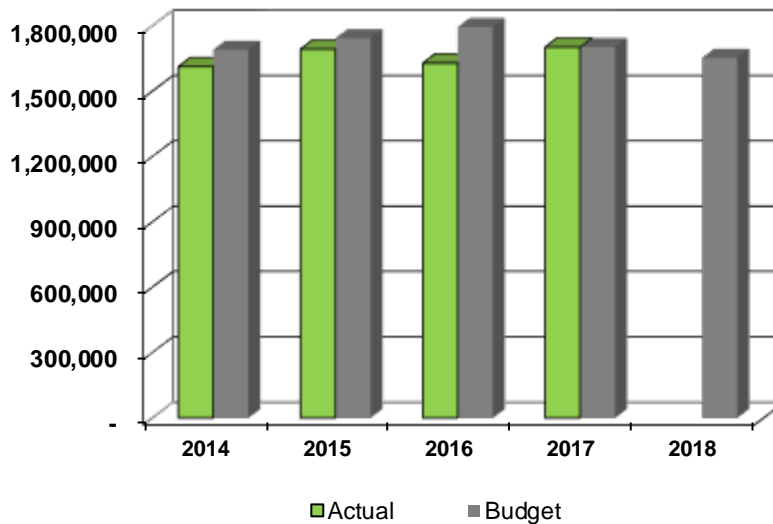


Laboratory Services

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	1,146,366	1,187,521	1,169,758	1,170,900	1,113,300
Operations	347,478	367,588	360,187	400,300	407,500
Maintenance	119,162	138,698	99,835	131,500	132,500
Total	1,613,006	1,693,807	1,629,780	1,702,700	1,653,300



	2014	2015	2016	2017	2018
Actual	1,613,006	1,693,807	1,629,780	1,702,700	
Budget	1,690,000	1,743,100	1,794,500	1,702,700	1,653,300
Variance	(76,994)	(49,293)	(164,720)	-	-

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 2018 is \$1,653,300 which is down \$49,400 or 2.9% below the 2017 adopted budget. Budget details regarding the activity and departments follow on the succeeding pages.

Laboratory Services

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	274,330	277,000	277,000	281,700
Operations	756,729	1,425,700	1,425,700	1,371,600
Laboratory - Sewer	598,721	-	-	-
<i>Total Summary by Activity</i>	1,629,780	1,702,700	1,702,700	1,653,300
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	1,125,229	1,121,100	1,121,100	1,069,200
Overtime	40,762	45,600	45,600	38,700
Temporary Help	-	-	-	-
Standby & Premium Pay	617	800	800	2,000
Longevity Pay	3,150	3,400	3,400	3,400
<i>Total Payroll</i>	1,169,758	1,170,900	1,170,900	1,113,300
Operations	360,187	400,300	400,300	407,500
Maintenance	99,835	131,500	131,500	132,500
<i>Total Summary by Major Account</i>	1,629,780	1,702,700	1,702,700	1,653,300
<i>Funding Allocation</i>				
Sewer Allocation 48%	782,300	817,300	817,300	793,600
Water Allocation 52%	847,480	885,400	885,400	859,700
<i>Total Funding Allocation</i>	1,629,780	1,702,700	1,702,700	1,653,300
<i>Authorized Positions</i>				
Administration	2	2	2	2
Operations	6	10	10	9
Laboratory - Sewer	5	-	-	-
<i>Total Authorized Positions</i>	13	12	12	11

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 2018 is \$281,700 which has increased by \$4,700 above the expenditure level adopted for 2017.

Payroll: \$6,700

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

Operations: (\$2,000)

- *Seminars & Conventions* has decreased based on limiting the number of attendees to seminars and conventions.

Maintenance: \$0

- The budget is expected to be unchanged for 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	263,067	263,000	263,000	269,700
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,150	1,200	1,200	1,200
	Total Payroll	264,217	264,200	264,200	270,900
	<i>Operations</i>				
502049	Licenses & Registrations	75	500	500	500
502107	Office Supplies & Expenses	2,817	3,000	3,000	3,000
502251	Printed Forms	-	1,000	1,000	1,000
502270	Seminars & Conventions	4,781	5,000	5,000	3,000
502271	Dues-Professional Associations	1,031	1,800	1,800	1,800
	Total Operations	8,708	11,300	11,300	9,300
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	1,405	1,500	1,500	1,500
	Total Maintenance	1,405	1,500	1,500	1,500
	Total Expenditure Classification	274,330	277,000	277,000	281,700
	<i>Funding Allocation</i>				
	Sewer Allocation 48%	131,700	133,000	133,000	135,200
	Water Allocation 52%	142,630	144,000	144,000	146,500
	Total Funding Allocation	274,330	277,000	277,000	281,700
	<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

Operations**Description**

Laboratory Services-Operations is responsible for the laboratories at Reservoir #6 and Hartford Water Pollution Control Facilities.

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.

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 District's 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 Poquonock 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.

Operations**Budget Commentary**

The Laboratory Operations budget for 2018 is \$1,371,600 which has decreased by \$54,100 or 3.8% below the expenditure level adopted for 2017.

Payroll: (\$64,300)

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

Operations: \$9,200

- *Outside Services* increasing based on anticipated need for additional services.

Maintenance: \$1,000

- *Laboratory Equipment* is increasing based on historical expenditures.

Laboratory Services

3520015

Operations

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	507,561	858,100	858,100	799,500
501201	Overtime	36,286	45,600	45,600	38,700
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	617	800	800	2,000
501601	Longevity Pay	600	2,200	2,200	2,200
	Total Payroll	545,065	906,700	906,700	842,400
	<i>Operations</i>				
502026	Clothing & Apparel	1,584	3,300	3,300	2,500
502105	Laboratory Supplies	95,477	169,300	169,300	169,300
502210	Propane Gas	6,222	8,000	8,000	8,000
502287	Outside Services	-	40,000	40,000	50,000
502295	Outside Testing & Laboratory Services	21,494	168,400	168,400	168,400
	Total Operations	124,776	389,000	389,000	398,200
	<i>Maintenance</i>				
503202	Laboratory Equipment	82,442	125,200	125,200	126,200
503316	Dist Res, Stndpipes, Strg Tanks	4,446	4,800	4,800	4,800
	Total Maintenance	86,888	130,000	130,000	131,000
	Total Expenditure Classification	756,729	1,425,700	1,425,700	1,371,600
	<i>Funding Allocation</i>				
	Sewer Allocation 48%	363,200	684,300	684,300	658,400
	Water Allocation 52%	393,529	741,400	741,400	713,200
	Total Funding Allocation	756,729	1,425,700	1,425,700	1,371,600
	<i>Authorized Positions</i>				
	Chemist	2	2	2	2
	Laboratory Tech	1	3	3	3
	Microbiologist	2	2	2	2
	Water Treatment Plant Operator	1	1	1	1
	WPC Process Analyst	-	2	2	1
	Total Authorized Positions	6	10	10	9

Sewer Laboratory

Budget Commentary

The Sewer Laboratory budget was consolidated in 2017 with Laboratory - Operations Budget (3520015). The following has been provided for informational purposes only.

Laboratory Services

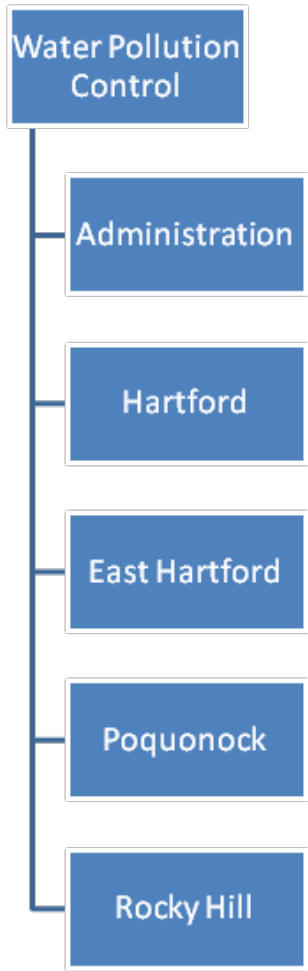
3530015

Sewer Laboratory

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	354,601	-	-	-
501201	Overtime	4,476	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,400	-	-	-
	Total Payroll	360,476	-	-	-
	<i>Operations</i>				
502026	Clothing & Apparel	1,500	-	-	-
502105	Laboratory Supplies	74,723	-	-	-
502287	Outside Services	26,135	-	-	-
502295	Outside Testing & Laboratory Services	124,344	-	-	-
	Total Operations	226,703	-	-	-
	<i>Maintenance</i>				
503202	Laboratory Equipment	11,542	-	-	-
	Total Maintenance	11,542	-	-	-
	Total Expenditure Classification	598,721	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	287,400	-	-	-
	Water Allocation 52%	311,321	-	-	-
	Total Funding Allocation	598,721	-	-	-
	<u>Authorized Positions</u>				
	Laboratory Tech	3	-	-	-
	WPC Process Analyst	2	-	-	-
	Total Authorized Positions	5	-	-	-

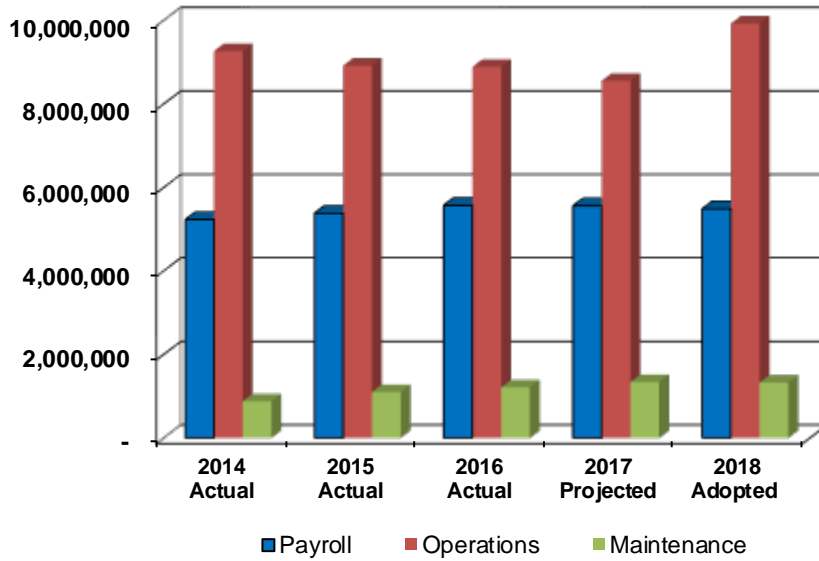
Water Pollution Control

Administration
Hartford
East Hartford
Poquonock
Rocky Hill

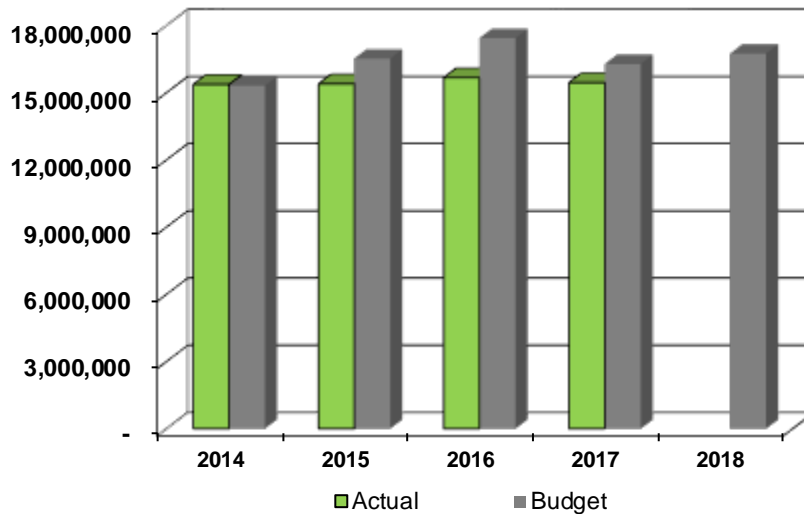


Water Pollution Control

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	5,231,331	5,382,422	5,573,431	5,561,400	5,491,200
Operations	9,263,480	8,918,767	8,885,591	8,552,700	9,924,700
Maintenance	879,415	1,097,866	1,211,792	1,338,600	1,329,200
Total	15,374,226	15,399,055	15,670,814	15,452,700	16,745,100



	2014	2015	2016	2017	2018
Actual	15,374,226	15,399,055	15,670,814	15,452,700	
Budget	15,318,000	16,524,600	17,435,400	16,281,400	16,745,100
Variance	56,226	(1,125,545)	(1,764,586)	(828,700)	

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 2018 budget for the WPC Administration and Water Pollution Control is \$16,745,100 which is up from the level approved for 2017 by \$463,700 or 2.8%. Budget details regarding the activity and departments are provided on succeeding pages.

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Summary by Activity				
Administration	362,439	372,400	292,400	248,450
Hartford	12,349,771	12,575,300	11,814,400	13,279,100
East Hartford	1,120,048	1,308,900	1,321,100	1,196,650
Poquonock	852,908	913,600	913,600	889,200
Rocky Hill	985,649	1,111,200	1,111,200	1,131,700
Total Summary by Activity	15,670,814	16,281,400	15,452,700	16,745,100
Summary by Major Account				
Payroll				
Regular Pay	4,814,690	4,828,000	4,765,000	4,715,800
Overtime	698,996	685,000	735,500	707,500
Temporary	-	-	-	-
Standby & Premium Pay	56,083	70,800	57,400	65,400
Longevity Pay	3,663	3,900	3,500	2,500
Total Payroll	5,573,431	5,587,700	5,561,400	5,491,200
Operations	8,885,591	9,325,100	8,552,700	9,924,700
Maintenance	1,211,792	1,368,600	1,338,600	1,329,200
Capital Outlay	-	-	-	-
Total Summary by Major Account	15,670,814	16,281,400	15,452,700	16,745,100
Funding Allocation				
Sewer Allocation 100%	15,670,814	16,281,400	15,452,700	16,745,100
Water Allocation 0%	-	-	-	-
Total Funding Allocation	15,670,814	16,281,400	15,452,700	16,745,100
Authorized Positions				
Administration	1	1	1	-
Hartford	49	47	47	44
East Hartford	7	6	6	5
Poquonock	4	4	4	4
Rocky Hill	5	5	5	5
Total Authorized Positions	66	63	63	58

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 Water Pollution Control Administration budget for 2018 is decreasing by \$123,950 or 33.3% below the level approved for 2017.

Payroll: (\$157,300)

- The budget is decreasing as a result of transferring 1 position to (4010015).

Operations: \$33,350

- *Outside Testing & Laboratory Services* has increased due to additional testing required in 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	157,009	157,000	157,000	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	300	300	-
	<i>Total Payroll</i>	157,259	157,300	157,300	-
	<i>Operations</i>				
502013	Permits	88,063	120,000	120,000	120,000
502017	Postage	-	300	300	200
502049	Licenses & Registration	285	500	500	500
502107	Office Supplies and Expenses	464	1,000	1,000	600
502251	Printed Forms	-	300	300	200
502270	Seminars & Conventions	10,938	9,000	9,000	3,700
502271	Dues-Professional Associations	1,494	1,000	1,000	850
502272	Books & Subscriptions	1,498	1,500	1,500	1,200
502274	Meeting Expenses	379	1,500	1,500	1,200
502295	Outside Testing & Laboratory Services	102,059	80,000	-	120,000
	<i>Total Operations</i>	205,180	215,100	135,100	248,450
	<i>Total Expenditure Classification</i>	362,439	372,400	292,400	248,450
	<i>Funding Allocation</i>				
	Sewer Allocation 100%	362,439	372,400	292,400	248,450
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	362,439	372,400	292,400	248,450
	<i>Authorized Positions</i>				
	Manager of WPC	1	1	1	-
	<i>Total Authorized Positions</i>	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 2018 budget for Water Pollution Control, Hartford, totals \$13,279,100, which is an increase from the level adopted in 2017 by \$703,800 or 5.6%.

Payroll: \$128,100

- *Regular Pay* includes increments and cost-of-living increases for eligible employee, offset by the elimination of 3 positions.
- *Overtime and Standby & Premium* increase based on historical spending levels.
- *Longevity* is decreasing based on participation.

Operations: \$575,700

- *Grit/Screening Disposal* and *Fuel for Heating* are increasing based on anticipated activity at the Headworks facility and heating requirements for the new Preliminary Building.
- *Material from Stock, Fuel for Incineration* and *Fuel for Pumping* costs are all expected to decrease based on historical spend.
- *Ash Disposal, Polymer* and *Electricity* increases reflect a rise in activity, and increased contract rates.
- *DEEP Nitrogen Credit Program* expenses are expected to decrease due to an overall dry weather pattern during nitrogen removal season.

Hartford

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	3,506,420	3,486,400	3,423,400	3,600,200
501201	Overtime	566,385	525,000	575,500	545,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	46,456	60,400	47,000	55,000
501601	Longevity Pay	1,163	1,400	1,000	1,100
	Total Payroll	4,120,424	4,073,200	4,046,900	4,201,300
	<i>Operations</i>				
502011	Meal Allowances	3,272	4,100	1,000	4,100
502026	Clothing & Apparel	28,321	26,000	28,500	28,500
502048	Grit/Screening Disposal	102,761	120,000	118,000	240,000
502061	Materials From Stock	749,481	840,000	701,000	790,000
502103	Electrical Supplies	4,223	3,700	1,800	3,700
502104	Janitorial Supplies	4,966	13,500	13,500	13,500
502107	Office Supplies & Expenses	7,767	5,700	5,700	5,700
502111	Small Tools	1,725	4,100	2,900	4,100
502112	Communication Equipment & Supplies	4,229	3,000	-	3,000
502119	Oil Spill Supplies	1,176	2,000	2,000	2,000
502150	Water Treatment Chemicals	44,472	41,500	41,500	41,500
502153	Chlorine	2,398	6,400	6,400	5,400
502159	Polymer	701,501	750,200	686,000	822,000
502166	Odor Control Chemicals	19,858	34,400	8,000	24,400
502183	Ash Disposal	165,539	425,000	425,000	695,400
502184	Custodial Services	6,856	16,100	2,000	11,100
502188	Refuse Collection	32,644	48,000	15,000	43,000
502203	Ground Care	5,000	8,000	8,000	8,000
502211	Fuel for Incineration	684,622	746,000	487,000	711,000
502212	Fuel for Pumping	188,402	200,000	174,000	131,000
502213	Fuel for Heating	51,805	227,000	200,000	264,000
502215	Oil & Lubricant	-	5,000	500	5,000
502255	Blueprints, Maps, & Charts	357	1,000	300	1,000
502270	Seminars & Conventions	680	-	-	-
502287	Outside Services	43,004	70,000	32,000	70,000
502288	DEEP Nitrogen Credit Program	1,033,740	740,000	582,000	650,000
502304	Pest Control Services	-	2,000	2,000	1,000
502319	Equipment Rental	33,023	61,000	15,000	51,000
502350	Electricity	3,364,207	3,100,000	3,230,000	3,450,000
502353	Telephone	-	-	-	-
502416	Computer Equipment & Supplies	-	-	-	-
	Total Operations	7,296,120	7,503,700	6,789,100	8,079,400
	<i>Maintenance</i>				
503207	Tool & Work Equipment	5,203	6,000	6,000	6,000
503209	Treatment Equipment	846,366	900,000	880,000	900,000
503310	Treatment Structures	81,657	92,400	92,400	92,400
	Total Maintenance	933,227	998,400	978,400	998,400
	Total Expenditure Classification	12,349,771	12,575,300	11,814,400	13,279,100
	<i>Funding Allocation</i>				
	Sewer Allocation 100%	12,349,771	12,575,300	11,814,400	13,279,100
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	12,349,771	12,575,300	11,814,400	13,279,100

Hartford

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Assistant WPC Plant Superintendent	1	1	1	1
Senior Clerk / Typist	1	1	1	1
WPC Crew Leader 1	6	6	6	5
WPC Crew Leader 2	7	7	7	7
WPC Plant Operator	2	1	1	5
WPC Plant Operator 1	-	-	-	12
WPC Plant Operator 2	27	26	26	8
WPC Plant Shift Supervisor	4	4	4	4
WPC Plant Superintendent	1	1	1	1
<i>Total Authorized Positions</i>	49	47	47	44

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 daily. 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 2018 is \$1,196,650, which is below the level adopted in 2017 by \$112,250 or 8.6%.

Payroll: (\$94,900)

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

Operations: \$7,650

- Expenses for *Electricity* is expected to increase based on market conditions, contract rate and usage.
- Expenses for *Fuel for Heating* and other various allotments are decreasing based on historical spend.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall dry weather pattern during nitrogen removal season.

Maintenance: (\$25,000)

- *Treatment Equipment* and *Treatment Structures* are expected to decrease based on historical spend.

East Hartford

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	450,247	464,500	464,500	370,900
501201	Overtime	38,711	49,500	49,500	49,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,350	3,700	3,700	3,700
501601	Longevity Pay	825	800	800	-
Total Payroll		493,132	518,500	518,500	423,600
<i>Operations</i>					
502011	Meal Allowances	20	400	400	200
502026	Clothing & Apparel	3,364	5,400	5,400	5,400
502048	Grit/Screening Disposal	21,633	24,000	24,000	24,000
502061	Material from Stock	6,469	15,000	15,000	12,500
502103	Electrical Supplies	143	1,000	1,000	1,000
502104	Janitorial Supplies	1,647	1,500	1,500	1,500
502107	Office Supplies & Expenses	1,230	2,200	2,200	1,500
502111	Small Tools	2,152	2,400	2,400	1,500
502112	Communication Equipment & Supplies	1,000	3,500	3,500	2,500
502119	Oil Spill Supplies	-	700	700	500
502138	Safety Equipment	3,449	10,000	7,800	7,500
502150	Water Treatment Chemicals	41,157	45,200	41,000	42,200
502184	Custodial Services	-	7,500	7,500	5,500
502188	Refuse Collection	250	1,500	1,500	1,250
502203	Ground Care	12,000	12,000	12,000	9,800
502212	Fuel for Pumping	2,991	7,500	7,500	7,500
502213	Fuel for Heating	15,691	38,700	38,700	28,000
502215	Oil & Lubricant	1,219	7,500	7,000	6,000
502295	Outside Testing & Lab Services	2,200	2,200	2,200	2,200
502288	DEEP Nitrogen Credit Program	8,418	41,000	41,000	50,000
502304	Pest Control Services	188	2,200	2,000	1,000
502350	Electricity	381,428	393,000	422,300	420,500
Total Operations		506,647	624,400	646,600	632,050
<i>Maintenance</i>					
503207	Tool & Work Equipment	330	1,000	1,000	1,000
503209	Treatment Equipment	102,952	100,000	100,000	85,000
503310	Treatment Structures	16,986	65,000	55,000	55,000
Total Maintenance		120,268	166,000	156,000	141,000
Total Expenditure Classification		1,120,048	1,308,900	1,321,100	1,196,650
<i>Funding Allocation</i>					
Sewer Allocation 100%		1,120,048	1,308,900	1,321,100	1,196,650
Water Allocation 0%		-	-	-	-
Total Funding Allocation		1,120,048	1,308,900	1,321,100	1,196,650

East Hartford

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
WPC Crew Leader 1	1	1	1	1
WPC Plant Operator	1	-	-	-
WPC Plant Operator 1	-	-	-	2
WPC Plant Operator 2	4	4	4	2
WPC Satellite Plant Supervisor	1	1	1	-
<i>Total Authorized Positions</i>	7	6	6	5

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 2018 is \$889,200, which is \$24,400 or 2.7% below the level adopted for 2017.

Payroll: \$11,300

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime* is increasing based on historical spend.

Operations: (\$31,300)

- Expenses for *Water Treatment Chemicals* are expected to be lower based historical spending.
- Expenses for *Electricity* are expected to decrease based on historical spending levels.
- *Material from Stock, Sludge Removal and other various allotments* are expected to decrease based on historical spend.

Maintenance: (\$4,400)

- Expenses are in line with projected activities for 2018.

Poquonock

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	318,062	326,000	326,000	334,300
501201	Overtime	44,634	39,000	39,000	42,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	2,950	3,400	3,400	3,400
501601	Longevity Pay	600	600	600	600
	Total Payroll	366,246	369,000	369,000	380,300
<i>Operations</i>					
502011	Meal Allowances	-	200	200	200
502026	Clothing & Apparel	1,563	1,800	1,800	1,700
502048	Grit/Screening Disposal	10,344	11,700	11,700	11,700
502061	Material from Stock	8,457	12,600	12,600	5,000
502103	Electrical Supplies	369	-	-	-
502107	Office Supplies & Expenses	2,243	3,500	3,500	3,500
502111	Small Tools	1,867	2,200	2,200	2,200
502119	Oil Spill Supplies	200	-	-	-
502138	Safety Equipment	2,665	2,500	2,500	2,500
502150	Water Treatment Chemicals	49,924	65,500	65,500	63,000
502188	Refuse Collection	1,415	5,800	5,800	3,000
502191	Sludge Removal	17,343	30,000	30,000	25,000
502203	Ground Care	13,200	13,200	13,200	13,000
502213	Fuel for Heating	9,998	8,100	8,100	7,000
502215	Oil & Lubricant	677	2,100	2,100	2,100
502287	Outside Services	-	4,000	4,000	2,000
502288	DEEP Nitrogen Credit Program	200,539	220,000	220,000	220,000
502350	Electricity	59,932	58,000	58,000	48,000
	Total Operations	380,735	441,200	441,200	409,900
<i>Maintenance</i>					
503207	Tool & Work Equipment	8,553	8,900	8,900	8,500
503209	Treatment Equipment	89,473	86,000	86,000	82,000
503310	Treatment Structures	7,901	8,500	8,500	8,500
	Total Maintenance	105,926	103,400	103,400	99,000
	Total Expenditure Classification	852,908	913,600	913,600	889,200
<i>Funding Allocation</i>					
	Sewer Allocation 100%	852,908	913,600	913,600	889,200
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	852,908	913,600	913,600	889,200
<i>Authorized Positions</i>					
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator	-	-	-	1
	WPC Plant Operator 1	-	-	-	1
	WPC Plant Operator 2	2	2	2	-
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	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 2018 budget of \$1,131,700 is \$20,500 or 1.8% above the expenditure level adopted for 2017.

Payroll: \$16,300

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

Operations: \$14,200

- Expenses for *Electricity* are expected to increase due to construction and the 2017 spending levels.
- *DEEP Nitrogen Credit Program* expenses are expected to decrease due to an overall dry weather pattern during nitrogen removal season.

Maintenance: (\$10,000)

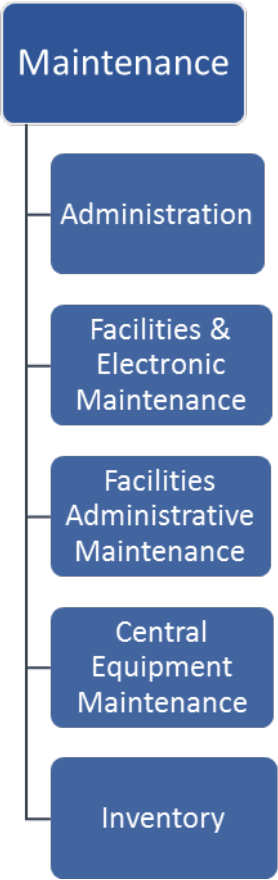
- *Treatment Equipment* is expected to be decreasing due to construction at this facility.

Rocky Hill

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	382,952	394,100	394,100	410,400
501201	Overtime	49,267	71,500	71,500	71,500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,327	3,300	3,300	3,300
501601	Longevity Pay	825	800	800	800
	Total Payroll	436,370	469,700	469,700	486,000
<i>Operations</i>					
502011	Meal Allowances	200	500	500	500
502026	Clothing & Apparel	2,264	2,600	2,600	2,600
502048	Grit/Screening Disposal	10,625	17,000	17,000	14,000
502061	Materials from Stock	1,532	3,400	3,400	3,400
502104	Janitorial Supplies	326	3,400	3,400	3,400
502107	Office Supplies & Expenses	2,669	1,800	1,800	1,800
502111	Small Tools	2,323	3,500	3,500	3,000
502138	Safety Equipment	2,990	3,000	3,000	3,000
502153	Chlorine	6,432	11,300	11,300	9,000
502184	Custodial Services	-	7,500	7,500	7,500
502188	Refuse Collection	736	1,500	1,500	1,500
502203	Ground Care	17,000	20,000	20,000	20,000
502212	Fuel for Pumping	520	2,000	2,000	2,000
502213	Fuel for Heating	9,758	12,700	12,700	12,700
502215	Oil & Lubricant	155	5,100	5,100	5,100
502288	DEEP Nitrogen Credit Program	88,086	60,000	60,000	30,000
502295	Outside Testing & Lab Services	-	2,200	2,200	2,200
502304	Pest Control Services	-	700	700	700
502350	Electricity	351,292	382,500	382,500	432,500
	Total Operations	496,908	540,700	540,700	554,900
<i>Maintenance</i>					
503207	Tool & Work Equipment	440	3,300	3,300	3,300
503209	Treatment Equipment	42,259	75,000	75,000	65,000
503301	Building Maintenance	315	7,500	7,500	7,500
503310	Treatment Structures	9,357	15,000	15,000	15,000
	Total Maintenance	52,371	100,800	100,800	90,800
	Total Expenditure Classification	985,649	1,111,200	1,111,200	1,131,700
<i>Funding Allocation</i>					
	Sewer Allocation 100%	985,649	1,111,200	1,111,200	1,131,700
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	985,649	1,111,200	1,111,200	1,131,700
<i>Authorized Positions</i>					
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator	-	-	-	1
	WPC Plant Operator 2	3	3	3	2
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	5	5	5	5

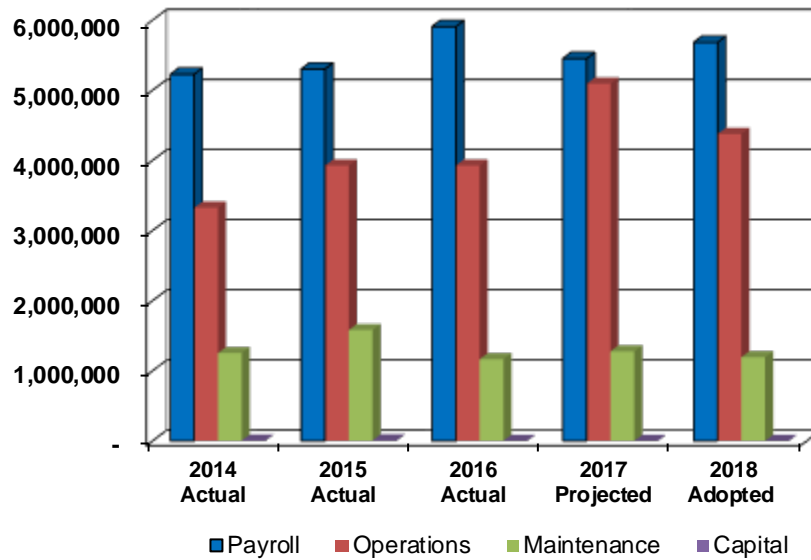
Maintenance

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

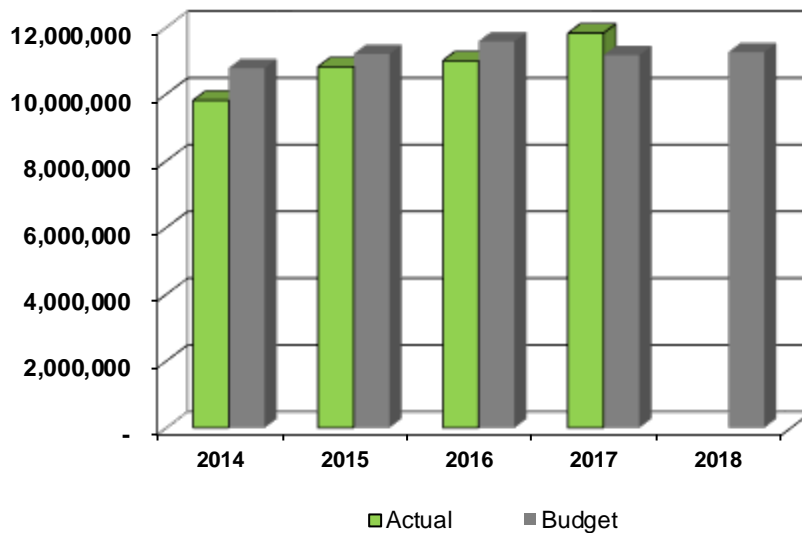


Maintenance

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	5,229,549	5,303,558	5,908,047	5,454,300	5,684,500
Operations	3,325,860	3,925,908	3,927,697	5,096,000	4,377,100
Maintenance	1,252,258	1,581,377	1,164,734	1,275,200	1,193,000
Capital	5,367	8,322	-	-	-
Total	9,813,034	10,819,166	11,000,479	11,825,500	11,254,600



	2014	2015	2016	2017	2018
Actual	9,813,034	10,819,166	11,000,479	11,825,500	
Budget	10,775,400	11,198,500	11,575,300	11,162,400	11,254,600
Variance	(962,366)	(379,334)	(574,821)	663,100	

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 2018 is \$11,254,600, which is \$92,200 or 0.8% above the expenditure level adopted for 2017 in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages.

Maintenance

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	262,046	165,500	166,000	229,100
Facilities and Electronic Maintenance	4,645,560	5,051,000	5,286,600	4,914,300
Administrative Facilities Maintenance	1,499,432	1,595,600	1,741,000	1,570,000
Central Equipment Maintenance	3,754,448	3,808,400	4,090,000	3,877,800
Inventory	838,994	541,900	541,900	663,400
<i>Total Summary by Activity</i>	11,000,479	11,162,400	11,825,500	11,254,600
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	5,164,383	4,659,400	4,644,900	5,014,600
Overtime	680,290	670,000	765,000	620,000
Temporary Help	-	-	-	-
Standby & Premium Pay	53,236	36,800	36,800	42,800
Longevity Pay	10,138	7,600	7,600	7,100
<i>Total Payroll</i>	5,908,047	5,373,800	5,454,300	5,684,500
Operations	3,927,697	4,513,400	5,096,000	4,377,100
Maintenance	1,164,734	1,275,200	1,275,200	1,193,000
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	11,000,479	11,162,400	11,825,500	11,254,600
<i>Funding Allocation</i>				
Sewer Allocation 49%	5,390,200	5,469,500	5,794,400	5,514,800
Water Allocation 51%	5,610,279	5,692,900	6,031,100	5,739,800
<i>Total Funding Allocation</i>	11,000,479	11,162,400	11,825,500	11,254,600
<i>Authorized Positions</i>				
Administration	2	1	1	2
Facilities and Electronic Maintenance	35	33	33	34
Central Equipment Maintenance	18	18	18	15
Inventory	8	6	6	7
<i>Total Authorized Positions</i>	63	58	58	58

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.

Budget Commentary

The Maintenance, Administration budget for 2018 is \$229,100. This is up \$63,600 or 38.4% from the expenditure level adopted for 2017.

Payroll: \$63,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the funding of 1 position for the entire year.

Operations: \$0

- The budget is expected to be unchanged for 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	254,013	149,500	149,500	213,100
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,850	300	300	300
	<i>Total Payroll</i>	255,863	149,800	149,800	213,400
	<i>Operations</i>				
502026	Clothing Apparel	300	300	300	300
502107	Office Supplies	-	6,000	2,000	6,000
502270	Seminars & Conventions	3,345	2,000	6,500	2,000
502271	Dues-Professional Associations	823	1,000	1,000	1,000
502272	Books & Subscriptions	60	500	500	500
502274	Meeting Expenses	1,655	900	900	900
502296	Consulting Services	-	5,000	5,000	5,000
	<i>Total Operations</i>	6,183	15,700	16,200	15,700
	<i>Total Expenditure Classification</i>	262,046	165,500	166,000	229,100
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	128,400	81,100	81,300	112,300
	Water Allocation 51%	133,646	84,400	84,700	116,800
	<i>Total Funding Allocation</i>	262,046	165,500	166,000	229,100
	<u>Authorized Positions</u>				
	Administrative Assistant	1	-	-	-
	Manager of Plant Maintenance	1	1	1	1
	Senior Clerk	-	-	-	1
	<i>Total Authorized Positions</i>	2	1	1	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 \$4,914,300 is down \$136,700 or 2.7% from the expenditure level adopted for 2017.

Payroll: \$206,500

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and 1 additional position being funded.
- *Overtime* and *Standby & Premium* are being adjusted align with historical spend.
- *Longevity* has increased based upon participation.

Operations: (\$277,000)

- *Janitorial Supplies* are being eliminated to due to consolidation of services in 2017.
- *Outside Services* are increasing as a result of hiring additional contractors as needed.
- *Electricity* and *Fuel for Heating* are decreasing based on contract pricing.

Maintenance: (\$66,200)

- A decrease in *Maintenance* expenses are based on 2017 spending levels.

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	2,743,756	2,633,500	2,619,000	2,884,800
501201	Overtime	499,631	500,000	595,000	450,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	43,560	30,000	30,000	35,000
501601	Longevity Pay	5,013	4,900	4,900	5,100
	<i>Total Payroll</i>	3,291,959	3,168,400	3,248,900	3,374,900
	<i>Operations</i>				
502011	Meal Allowances	2,118	5,000	5,000	4,000
502016	Police Services	8,364	8,000	8,000	5,000
502022	Salt & Sand Ice Control	78	23,000	23,000	15,000
502026	Clothing & Apparel	21,064	27,400	27,400	27,400
502061	Materials from Stock	89,054	83,000	83,000	80,000
502103	Electrical Supplies	12,985	11,000	11,000	11,000
502104	Janitorial Supplies	6,099	60,000	60,000	-
502107	Office Supplies and Expense	5,462	-	-	-
502111	Small Tools	42,513	13,000	27,000	13,000
502112	Communication Equipment & Supplies	6,690	15,000	15,000	8,000
502119	Oil Spill Supplies	681	1,000	1,000	1,000
502138	Safety Equipment	7,231	9,000	9,300	9,000
502164	Weed Control Chemicals	2,062	3,000	1,800	3,000
502166	Odor Control Chemicals	-	2,000	2,000	2,000
502188	Refuse Collection	-	4,000	4,000	4,000
502190	Security	9,304	20,000	20,000	10,000
502203	Ground Care	137,052	103,000	120,000	103,000
502207	Tool & Work Equipment	442	-	-	-
502213	Fuel for Heating	21,742	100,000	100,000	40,000
502287	Outside Services	17,733	50,000	175,000	225,000
502319	Equipment Rental	4,413	20,000	20,000	20,000
502350	Electricity	715,159	900,000	900,000	600,000
502416	Computer Equipment & Supplies	7,646	-	-	-
	<i>Total Operations</i>	1,117,891	1,457,400	1,612,500	1,180,400
	<i>Maintenance</i>				
503101	Land	-	1,200	1,200	-
503138	Safety Equipment	11,018	10,000	10,000	10,000
503201	Communication Equipment	16,048	35,000	35,000	35,000
503205	Pump Station Equipment	77,937	100,000	100,000	100,000
503207	Tool & Work Equipment	5,867	17,000	17,000	17,000
503217	Infrastructure Software	62,782	65,000	65,000	70,000
503301	Building Maintenance	36,452	135,000	135,000	100,000
503307	Pump Stations	18,503	15,000	15,000	15,000
503310	Treatment Structures	-	25,000	25,000	-
503312	Reservoir Structures	-	10,000	10,000	-
503313	Service Roads	7,100	-	-	-
503316	Dist Reservoir Standpipes Storage Tanks	-	12,000	12,000	12,000
	<i>Total Maintenance</i>	235,709	425,200	425,200	359,000
	<i>Total Expenditure Classification</i>	4,645,560	5,051,000	5,286,600	4,914,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	2,276,300	2,475,000	2,590,400	2,408,000
	Water Allocation 51%	2,369,260	2,576,000	2,696,200	2,506,300
	<i>Total Funding Allocation</i>	4,645,560	5,051,000	5,286,600	4,914,300

Facilities & Electronic Maintenance

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Building and Grounds Maintainer	3	7	7	4
Carpenter	1	1	1	1
Electrician	1	-	-	-
Electrician 1	-	2	2	2
Electrician 2	3	1	1	-
Elctrc/Elctrn Maint. Supervisor	1	-	-	-
Electronic Technician 1	1	1	1	1
Electronic Technician 2	5	7	7	6
Facilities Maintainer	-	-	-	1
Facility Maintainer 1	-	-	-	4
Facility Maintenance Supervisor	1	-	-	-
Machinist/Maint. Mechanic	-	-	-	2
Machinist/Maint. Mechanic 2	2	2	2	-
Maintenance Crew Leader	-	-	-	1
Maintenance Mechanic	5	5	5	6
Meter Rebuild Crew Leader	-	1	1	-
Park & Grounds Maintainer 1	1	-	-	-
Plant Maintainer	3	2	2	1
Plant Maintenance Administrator	-	-	-	-
Plant Maintenance Supervisor	2	2	2	2
Plumber	1	-	-	-
Pump Station Maint. Supervisor	1	1	1	1
Sr. Electronic Technician	2	-	-	-
Senior Maintenance Mechanic	1	1	1	1
Vehicle & Equipment Mechanic 2	-	-	-	1
WS Maintainer 2	1	-	-	-
<i>Total Authorized Positions</i>	35	33	33	34

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 \$1,570,000 budget for the Administrative Facilities for 2018 is down \$25,600 or 1.6% below from the expenditure level adopted for 2017.

Operations: \$74,400

- *Custodial Service* expenses are anticipated to increase due to the contractual requirements.
- *Electricity* is decreasing based on historical spend.

Maintenance: (\$100,000)

- *Building Maintenance* is decreasing based on scheduled maintenance.

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 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	10,798	6,000	6,000	6,000
502103	Electrical Supplies	7,904	-	-	-
502104	Janitorial Supplies	3,069	65,000	65,000	80,000
502184	Custodial Services	395,996	300,000	300,000	400,000
502185	Heating Ventilating & Air Conditioning	59,995	54,000	191,000	60,000
502188	Refuse Collection	53,607	60,000	68,000	68,000
502190	Security	7,346	10,000	10,000	10,000
502213	Fuel for Heating	79,987	245,000	245,000	245,000
502304	Pest Control Services	9,436	10,600	11,000	11,000
502350	Electricity	436,715	455,000	455,000	400,000
502351	Heating & Air Conditioning	201,084	190,000	190,000	190,000
	<i>Total Operations</i>	1,276,434	1,395,600	1,541,000	1,470,000
	<i>Maintenance</i>				
503301	Building Maintenance	222,997	200,000	200,000	100,000
	<i>Total Maintenance</i>	222,997	200,000	200,000	100,000
	<i>Total Expenditure Classification</i>	1,499,432	1,595,600	1,741,000	1,570,000
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	734,700	781,800	853,100	769,300
	Water Allocation 51%	764,732	813,800	887,900	800,700
	<i>Total Funding Allocation</i>	1,499,432	1,595,600	1,741,000	1,570,000

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 2018 is \$3,877,800, which is above the 2017 approved level by \$69,400 or 1.8%.

Payroll: (\$77,900)

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

Operations: (\$150,500)

- *Material from Stock* is increasing based on historical spending.
- *Gasoline* expenses are expected to be higher in 2018 based on contractual obligations.
- *Consultant Services* are being eliminated.

Maintenance: \$84,000

- Overall maintenance is expected to increase based on the age of *Tool & Work, Transportation* and *Stationary Equipment*.

Central Equipment Maintenance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,476,571	1,443,400	1,443,400	1,366,200
501201	Overtime	49,675	80,000	80,000	80,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	780	800	800	800
501601	Longevity Pay	2,450	2,400	2,400	1,700
	Total Payroll	1,529,476	1,526,600	1,526,600	1,448,700
	<i>Operations</i>				
502011	Meal Allowances	-	300	300	300
502013	Permits	300	2,500	2,500	2,500
502026	Clothing & Apparel	9,451	16,000	16,000	18,000
502032	Inventory Adjustments	13,258	-	-	-
502061	Materials From Stock	354,668	200,000	386,000	300,000
502103	Electrical Supplies	971	3,300	3,300	3,300
502104	Janitorial Supplies	737	-	-	-
502107	Office Supplies & Expenses	4,946	3,000	3,000	3,000
502111	Small Tools	17,897	18,000	18,000	18,000
502138	Safety Equipment	21,449	25,000	25,000	25,000
502167	Wash-Bay Chemicals	36,396	40,000	40,000	40,000
502188	Refuse Collection	13,304	12,000	12,000	12,000
502190	Security	5,884	6,000	6,000	6,500
502210	Propane Gas	1,177	10,000	10,000	10,000
502213	Fuel for Heating	13,851	30,000	30,000	30,000
502214	Gasoline	368,370	414,400	510,000	515,000
502216	Diesel Fuel	413,068	600,000	600,000	600,000
502271	Dues-Professional Associations	818	1,000	1,000	1,000
502274	Meeting Expense	465	1,000	1,000	1,000
502296	Consultant Services	151,590	140,000	140,000	-
502319	Equipment Rental	3,535	10,000	10,000	10,200
502350	Electricity	61,274	71,000	71,000	71,000
502352	Natural Gas	25,535	28,300	28,300	28,300
	Total Operations	1,518,943	1,631,800	1,913,400	1,695,100
	<i>Maintenance</i>				
503204	Power Operated Equipment	96,712	180,000	180,000	180,000
503207	Tool & Work Equipment	117,869	120,000	120,000	130,000
503208	Transportation Equipment	424,996	280,000	280,000	320,000
503211	Stationary Power Equipment	18,603	20,000	20,000	54,000
503301	Building Maintenance	47,848	50,000	50,000	50,000
	Total Maintenance	706,028	650,000	650,000	734,000
	Total Expenditure Classification	3,754,448	3,808,400	4,090,000	3,877,800
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	1,839,700	1,866,100	2,004,100	1,900,100
	Water Allocation 51%	1,914,748	1,942,300	2,085,900	1,977,700
	Total Funding Allocation	3,754,448	3,808,400	4,090,000	3,877,800

Central Equipment Maintenance

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Administrative Assistant	1	1	1	1
Equipment Fabricator	1	1	1	1
Fleet Supervisor	-	-	-	1
Fleet Superintendent	-	-	-	1
Power Equipment Mechanic	1	1	1	1
Vehicle and Equip. Body Mechanic	1	1	1	1
Vehicle and Equip. Mechanic	1	1	1	2
Vehicle and Equip. Maint. Supt.	1	1	1	-
Vehicle and Equipment Mechanic 2	6	6	6	4
Vehicle and Equip. Rep. Crew Leader	5	5	5	3
Vehicle and Equip. Repair Supervisor	1	1	1	-
<i>Total Authorized Positions</i>	18	18	18	15

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 2018 is \$663,400, which is up \$121,500 or 22.4% above the 2017 approved level.

Payroll: \$118,500

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and 1 additional position.

Operations: \$3,000

- Postage is expected to increase based on 2017 usage.

Inventory

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	690,044	433,000	433,000	550,500
501201	Overtime	130,984	90,000	90,000	90,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	8,896	6,000	6,000	7,000
501601	Longevity Pay	825	-	-	-
	Total Payroll	830,748	529,000	529,000	647,500
<i>Operations</i>					
502011	Meal Allowances	1,130	3,000	3,000	3,000
502017	Postage	2,838	5,000	5,000	8,000
502026	Clothing & Apparel	3,765	4,200	4,200	4,200
502107	Office Supplies & Expenses	513	700	700	700
	Total Operations	8,245	12,900	12,900	15,900
	Total Expenditure Classification	838,994	541,900	541,900	663,400
<i>Funding Allocation</i>					
	Sewer Allocation 49%	411,100	265,500	265,500	325,100
	Water Allocation 51%	427,894	276,400	276,400	338,300
	Total Funding Allocation	838,994	541,900	541,900	663,400
<i>Authorized Positions</i>					
	Inventory Stock Clerk	2	2	2	4
	Stock Svcs Crew Leader	1	1	1	1
	Stock Services Supervisor	1	1	1	1
	Stock Services Superintendent	1	-	-	-
	Stock Specialist	1	-	-	-
	Vehicle & Equip Rep. Crew Leader	-	-	-	1
	Yard Stock Specialist 1	1	2	2	-
	Yard Stock Specialist 2	1	-	-	-
	Total Authorized Positions	8	6	6	7

Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

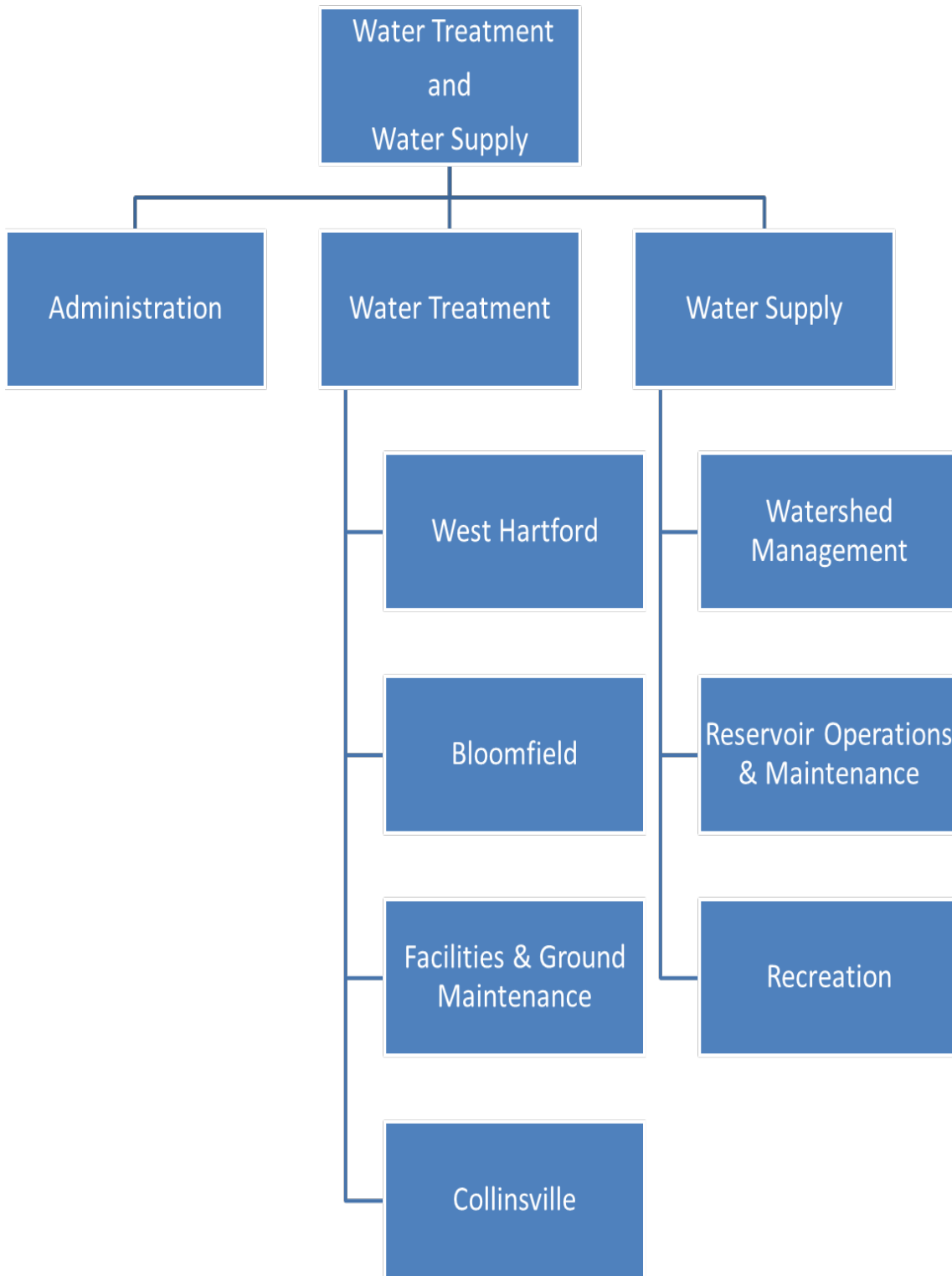
Collinsville

Water Supply

Watershed Maintenance

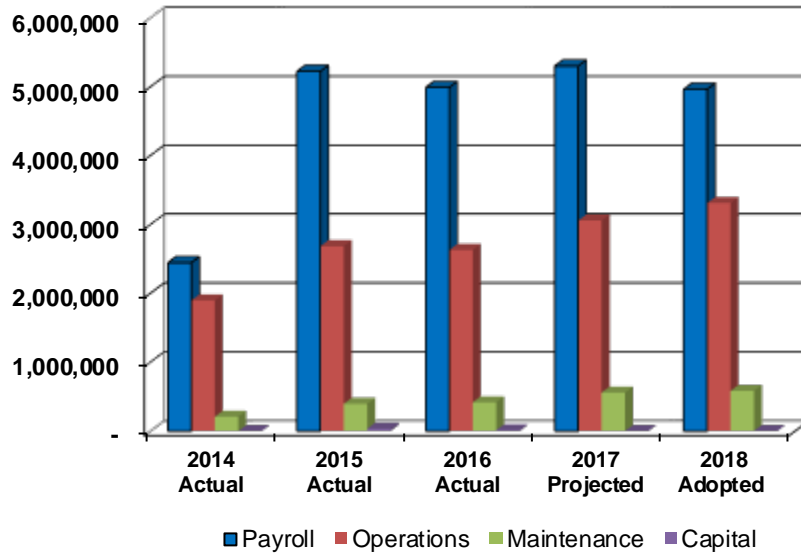
Reservoir Operations & Maintenance

Recreation

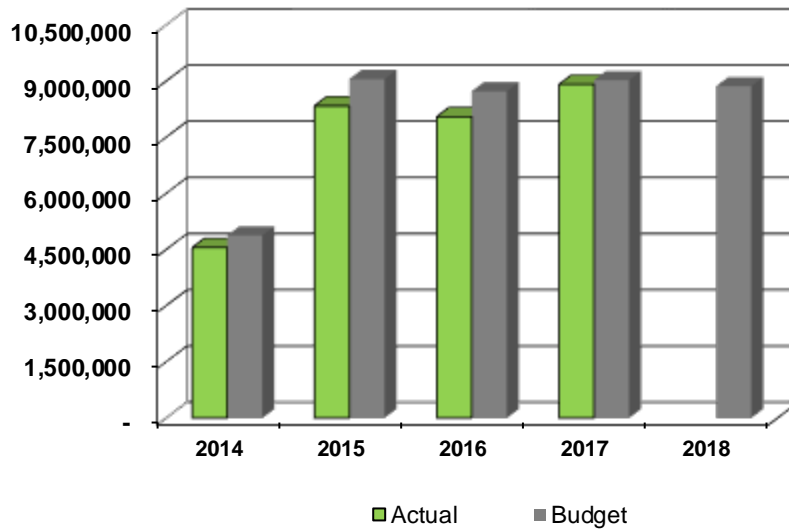


Water Treatment & Supply

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	2,445,565	5,224,215	4,990,121	5,302,000	4,964,700
Operations	1,897,098	2,684,639	2,630,140	3,056,500	3,312,700
Maintenance	209,239	395,910	416,038	557,400	584,100
Capital	-	33,066	11,759	-	-
Total	4,551,901	8,337,831	8,048,058	8,915,900	8,861,500



	2014	2015	2016	2017	2018
Actual	4,551,901	8,337,831	8,048,058	8,915,900	
Budget	4,872,900	9,051,800	8,724,400	9,021,700	8,861,500
Variance	(320,999)	(713,969)	(676,342)	(105,800)	

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 2018 is \$8,861,500 a decrease of \$16,200 or 1.8 % below the 2017 adopted level. Budget details pertaining to the Water Treatment and Supply activities follow.

Water Treatment and Supply

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	618,993	550,700	549,700	420,000
West Hartford	2,748,623	2,728,400	2,662,900	2,883,700
Bloomfield	1,473,057	1,582,700	1,557,900	1,349,600
Facilities & Ground Maintenance	445,616	945,700	947,200	875,400
Collinsville	114,291	132,000	132,000	135,800
Reservoir Operations & Maintenance	578,546	623,000	607,000	536,500
Water Supply	2,019,188	2,369,200	2,369,200	2,599,100
Recreation	49,743	90,000	90,000	61,400
<i>Total Summary by Activity</i>	8,048,058	9,021,700	8,915,900	8,861,500
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	4,371,530	4,674,500	4,674,500	4,344,500
Overtime	558,152	575,700	549,700	558,000
Temporary Help	23,086	46,000	30,000	15,000
Standby & Premium Pay	29,753	35,300	40,500	40,500
Longevity Pay	7,600	7,300	7,300	6,700
<i>Total Payroll</i>	4,990,121	5,338,800	5,302,000	4,964,700
Operations	2,630,140	3,122,000	3,056,500	3,312,700
Maintenance	416,038	560,900	557,400	584,100
Capital Outlay	11,759	-	-	-
<i>Total Summary by Major Account</i>	8,048,058	9,021,700	8,915,900	8,861,500
<i>Funding Allocation</i>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	8,048,058	9,021,700	8,915,900	8,861,500
<i>Total Funding Allocation</i>	8,048,058	9,021,700	8,915,900	8,861,500
<i>Authorized Positions</i>				
Administration	5	4	4	3
West Hartford	17	15	15	15
Bloomfield	9	9	9	7
Facilities & Ground Maintenance	6	12	12	10
Reservoir Operations & Maintenance	5	5	5	4
Water Supply	16	14	14	13
<i>Total Authorized Positions</i>	58	59	60	53

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 2018 Water Treatment and Supply Administration budget is \$420,000, a decrease of \$130,700 or 23.7% below the adopted level for 2017.

Payroll: (\$126,200)

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

Operations: (\$4,500)

- *Seminars & Conventions* are decreasing based on a reduction in attendance.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	582,357	507,500	507,500	382,500
501201	Overtime	4,273	4,000	3,000	3,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	300	300	300
501601	Longevity Pay	1,950	1,700	1,700	1,500
	Total Payroll	588,579	513,500	512,500	387,300
<i>Operations</i>					
502013	Permits	1,410	2,000	2,000	2,000
502026	Clothing & Apparel	983	1,200	1,200	1,200
502027	Vehicle Mileage Allowance	-	200	200	200
502049	Licenses and Registration	1,597	1,800	1,800	1,800
502104	Janitorial Services	-	2,000	2,000	1,500
502107	Office Supplies and Expenses	7,865	8,000	8,000	7,000
502190	Security	-	1,000	1,000	1,000
502270	Seminars & Conventions	8,102	8,000	8,000	5,000
502271	Dues-Professional Associations	1,544	1,800	1,800	1,800
502272	Books & Subscriptions	317	500	500	500
502274	Meeting Expenses	587	700	700	700
502287	Outside Services	7,999	10,000	10,000	10,000
	Total Operations	30,413	37,200	37,200	32,700
	Total Expenditure Classification	618,993	550,700	549,700	420,000
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	618,993	550,700	549,700	420,000
	Total Funding Allocation	618,993	550,700	549,700	420,000
<i>Authorized Positions</i>					
	Administrative Assistant	1	-	-	1
	Asst. Manager of WT	2	2	2	1
	Manager of Water Treatment	1	1	1	1
	Senior Clerk	1	-	-	-
	WS & T Manager	-	1	1	-
	Total Authorized Positions	5	4	4	3

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 2018 is \$2,883,700. This is an increase of \$155,300 or 5.7% above the 2017 adopted budget.

Payroll: \$175,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and filling of 1 vacant position.
- *Standby & Premium Pay* and *Longevity* expenses are expected to be slightly higher in 2018.

Operations: (\$4,000)

- *Water Treatment Chemicals & Electricity* are expected to decrease due to commodity price fluctuations.
- A decrease in *Fuel for Heating* is based on historical spending levels.

Maintenance: (\$16,500)

- *Treatment Equipment* and *Treatment Structures* are expected to decrease based on projected planned maintenance.

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,161,021	1,053,200	1,053,200	1,226,700
501201	Overtime	263,029	198,000	198,000	198,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	20,630	21,500	21,500	23,000
501601	Longevity Pay	2,025	2,000	2,000	2,800
	<i>Total Payroll</i>	1,446,705	1,274,700	1,274,700	1,450,500
	<i>Operations</i>				
502011	Meal Allowances	730	700	700	800
502026	Clothing & Apparel	5,528	7,500	12,000	8,000
502061	Material from Stock	1,577	3,500	3,500	3,500
502102	Bedwash Supplies	32,146	35,000	35,000	33,000
502103	Electrical Supplies	48	2,000	2,000	2,000
502104	Janitorial Supplies	368	2,000	2,000	1,500
502111	Small Tools	3,181	4,000	4,000	4,000
502119	Oil Spill Supplies	576	2,000	2,000	1,000
502138	Safety Equipment	1,360	4,000	4,000	2,000
502150	Water Treatment Chemicals	601,327	690,000	640,000	670,000
502188	Refuse Collection	4,676	5,500	5,500	5,500
502213	Fuel for Heating	51,956	85,000	65,000	70,000
502216	Diesel Fuel	-	1,500	1,500	1,500
502255	Blueprints, Maps, & Charts	-	1,000	1,000	1,000
502287	Outside Services	262,615	245,000	245,000	245,000
502319	Equipment Rental	-	1,000	1,000	1,000
502350	Electricity	248,711	242,000	242,000	277,900
	<i>Total Operations</i>	1,214,799	1,331,700	1,266,200	1,327,700
	<i>Maintenance</i>				
503138	Safety Equipment	485	500	500	500
503205	Pump Station Equipment	1,480	1,500	1,500	1,000
503207	Tool & Work Equipment	4,025	5,000	5,000	4,000
503209	Treatment Equipment	25,298	50,000	50,000	40,000
503301	Building Maintenance	4,906	10,000	10,000	10,000
503310	Treatment Structures	39,165	55,000	55,000	50,000
	<i>Total Maintenance</i>	75,360	122,000	122,000	105,500
	<i>Total Expenditure Classification</i>	2,748,623	2,728,400	2,662,900	2,883,700
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,748,623	2,728,400	2,662,900	2,883,700
	<i>Total Funding Allocation</i>	2,748,623	2,728,400	2,662,900	2,883,700

Water Treatment and Supply

5022020

Water Treatment - West Hartford

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Construction and Repair Specialist	1	-	-	-
Water Filter Bed Maintainer	1	-	-	-
Water Filter Bed Maint. Crew Leader	1	-	-	-
Water Treatment Plant Crew Leader	4	6	6	6
Water Treatment Plant Operator	7	6	6	4
Water Treatment Plant Operator 1	-	-	-	1
Water Treatment Plant Shift Supv.	2	2	2	3
Water Treatment Plant Supervisor	1	1	1	1
<i>Total Authorized Positions</i>	17	15	15	15

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 2018 budget for Bloomfield Water Treatment totals \$1,349,600, which is \$233,100 or a 14.7% decrease from the 2017 approved level.

Payroll: (\$190,600)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the elimination of 1 position.
- *Overtime* expenses are expected to be lower in 2018.
- *Longevity* is decreasing based on participation.

Operations: (\$37,500)

- *Water Treatments Chemicals* and *Custodial Services* are decreasing to align with historical spending levels.
- *Electricity* is expected to increase slightly based on historical spending levels.

Maintenance: (\$5,000)

- *Treatment Equipment* is expected to decrease based on projected planned maintenance.

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	743,614	730,400	730,400	555,400
501201	Overtime	86,652	100,000	75,000	80,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	8,712	8,800	14,000	14,000
501601	Longevity Pay	825	800	800	-
Total Payroll		839,804	840,000	820,200	649,400
<i>Operations</i>					
502011	Meal Allowances	266	200	200	200
502026	Clothing & Apparel	2,669	4,000	4,000	4,500
502061	Material from Stock	3,269	2,500	2,500	2,500
502103	Electrical Supplies	1,890	-	-	-
502104	Janitorial Supplies	2,685	4,000	4,000	3,000
502111	Small Tools	1,781	3,500	3,500	3,000
502138	Safety Equipment	741	2,000	2,000	1,500
502150	Water Treatment Chemicals	291,645	390,000	390,000	350,000
502188	Refuse Collection	3,434	3,800	3,800	3,800
502191	Sludge Removal	1,025	2,000	2,000	2,000
502213	Fuel for Heating	30,855	34,000	34,000	34,000
502215	Oil & Lubricant	499	1,000	1,000	1,000
502255	Blueprints, Maps, & Charts	-	200	200	200
502287	Outside Services	18,926	19,000	19,000	19,000
502319	Equipment Rental	-	1,000	1,000	1,000
502350	Electricity	174,318	186,000	186,000	190,000
Total Operations		534,002	653,200	653,200	615,700
<i>Maintenance</i>					
503138	Safety Equipment	2,699	4,500	4,500	4,500
503207	Tool & Work Equipment	1,263	-	-	-
503209	Treatment Equipment	57,528	55,000	50,000	50,000
503301	Building Maintenance	4,489	5,000	5,000	5,000
503310	Treatment Structures	33,272	25,000	25,000	25,000
Total Maintenance		99,251	89,500	84,500	84,500
Total Expenditure Classification		1,473,057	1,582,700	1,557,900	1,349,600
<i>Funding Allocation</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		1,473,057	1,582,700	1,557,900	1,349,600
Total Funding Allocation		1,473,057	1,582,700	1,557,900	1,349,600
<i>Authorized Positions</i>					
WT Plant Crew Leader		3	3	3	1
WT Plant Operator		4	4	4	4
WT Plant Operator 1		-	-	-	1
WT Plant Operations Supervisor		-	-	-	1
WT Plant Shift Supervisor		1	1	1	-
WT Plant Superintendent		1	1	1	-
Total Authorized Positions		9	9	9	7

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 2018 is \$875,400 or a 7.4% decrease below the adopted level for 2017.

Payroll: (\$78,100)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Offset, by the elimination of 2 positions.
- *Overtime* expenses are expected to be higher in 2018.

Operations: (\$700)

- *Tool & Work Equipment* being reduced based on historical spending levels.

Maintenance: \$8,500

- *Reservoir Structures* is increasing due to Dam Inspections, offset by decreases in *Building Maintenance* and *Service Roads*.

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	373,157	816,700	816,700	733,600
501201	Overtime	21,972	40,000	40,000	45,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	1,000	1,000	1,000
501601	Longevity Pay	-	-	-	-
	Total Payroll	395,129	857,700	857,700	779,600
	<i>Operations</i>				
502011	Meal Allowances	140	500	500	500
502022	Salt & Sand Ice Control	6,750	15,000	15,000	15,000
502026	Clothing & Apparel	2,204	2,500	2,500	2,800
502111	Small Tools	916	2,500	2,500	2,500
502119	Oil Spill Supplies	-	400	400	400
502138	Safety Equipment	1,073	2,000	2,000	2,000
502207	Tool & Work Equipment	205	4,000	4,000	3,000
502287	Outside Services	8,015	12,000	12,000	12,000
	Total Operations	19,953	38,900	38,900	38,200
	<i>Maintenance</i>				
503101	Land	12,398	15,000	15,000	15,000
503138	Safety Equipment	-	600	600	600
503207	Tool & Work Equipment	767	2,000	2,000	2,000
503301	Building Maintenance	1,197	7,500	4,000	5,000
503312	Reservoir Structures	13,328	12,000	25,000	27,000
503313	Service Roads	2,845	12,000	4,000	8,000
	Total Maintenance	30,534	49,100	50,600	57,600
	Total Expenditure Classification	445,616	945,700	947,200	875,400
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	445,616	945,700	947,200	875,400
	Total Funding Allocation	445,616	945,700	947,200	875,400
	<i>Authorized Positions</i>				
	Bldg & Grounds Maint. Supervisor	1	1	1	1
	Bldg & Grounds Maintainer	4	2	2	1
	Construction & Repair Specialist	-	-	-	1
	Facilities Maintainer	-	-	-	2
	Facility Maintainer 1	-	6	6	1
	Grounds Supervisor	-	1	1	-
	Park & Grounds Maint 1	1	1	1	2
	Superintendent of Water Supply	-	-	-	1
	Utility Maintainer 1	-	-	-	-
	Water Supply Maintainer 2	-	1	1	1
	Total Authorized Positions	6	12	12	10

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 2018 budget for Water Treatment, Collinsville is \$135,800 which is \$3,800 or 2.9% above the 2017 adopted level.

Operations: \$1,500

- Expenses for *Outside Services* are expected to increase due to data collection enhancements.

Maintenance: \$0

- The budget is expected to be unchanged for 2018.

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 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	4,192	2,500	2,500	2,500
502103	Electrical Supplies	121	-	-	-
502111	Small Tools	248	600	600	600
502137	Fire Equipment	25	500	500	300
502150	Water Treatment Chemicals	20,963	21,500	21,500	21,500
502191	Sludge Removal	5,385	3,500	3,500	4,500
502213	Fuel for Heating	12,387	18,000	18,000	16,000
502287	Outside Services	1,681	2,400	2,400	7,400
502350	Electricity	64,649	69,000	69,000	69,000
	<i>Total Operations</i>	109,652	118,000	118,000	121,800
	<i>Maintenance</i>				
503209	Treatment Equipment	4,542	10,000	10,000	10,000
503301	Building Maintenance	-	1,500	1,500	1,500
503310	Treatment Structures	97	2,500	2,500	2,500
	<i>Total Maintenance</i>	4,640	14,000	14,000	14,000
	<i>Total Expenditure Classification</i>	114,291	132,000	132,000	135,800
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	114,291	132,000	132,000	135,800
	<i>Total Funding Allocation</i>	114,291	132,000	132,000	135,800

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 2018 budget totals \$536,500. This is a reduction of \$86,500 or 13.9% below the budget for 2017.

Payroll: (\$77,000)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the elimination of 1 position.
- *Overtime and Temporary Help* expenses are expected to be lower in 2018.
- *Longevity* is increasing based on participation.

Operations: (\$9,800)

- *Ground Care* expenses are decreasing based on historical spending.

Maintenance: \$300

- *Tool & Work Equipment* expenses are increasing based on historical spend.

Watershed Management

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	443,077	452,400	452,400	380,700
501201	Overtime	15,231	33,700	33,700	32,000
501301	Temporary Help	8,848	19,000	3,000	15,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,150	1,200	1,200	1,600
	Total Payroll	468,305	506,300	490,300	429,300
	<i>Operations</i>				
502005	Custom Sawing	2,500	1,500	1,500	1,500
502026	Clothing & Apparel	3,324	4,000	4,000	4,000
502049	Licenses and Registration	2,298	2,200	2,200	2,000
502061	Material from Stock	-	200	200	200
502101	Alloy Chain	2,084	2,500	2,500	2,500
502107	Office Supplies & Expense	918	900	900	1,300
502111	Small Tools	4,945	6,000	6,000	6,000
502115	Computer Software	-	500	500	500
502119	Oil Spill Supplies	2,300	2,300	2,300	2,500
502203	Ground Care	29,709	30,000	30,000	20,000
502251	Printed Forms	980	1,700	1,700	1,500
502255	Blueprints, Maps, & Charts	923	1,000	1,000	1,000
502287	Outside Services	27,910	30,000	30,000	30,000
	Total Operations	77,891	82,800	82,800	73,000
	<i>Maintenance</i>				
503101	Land	29,711	30,000	30,000	30,000
503203	Office Furniture & Equipment	-	1,200	1,200	1,200
503207	Tool & Work Equipment	2,639	2,700	2,700	3,000
	Total Maintenance	32,350	33,900	33,900	34,200
	Total Expenditure Classification	578,546	623,000	607,000	536,500
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	578,546	623,000	607,000	536,500
	Total Funding Allocation	578,546	623,000	607,000	536,500
	<i>Authorized Positions</i>				
	Facility Maintainer 2	-	1	1	-
	Forester	1	1	1	1
	Forestry Technician	1	1	1	1
	Logging Equipment Operator	1	1	1	-
	Natural Resources Administrator	1	1	1	1
	Watershed Inspector	1	-	-	1
	Total Authorized Positions	5	5	5	4

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 2018 Reservoir Operations and Maintenance budget of \$2,599,100 is increasing by \$229,900 or 9.7% above the level adopted for 2017.

Payroll: (\$51,000)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the elimination of 1 position.
- *Standby & Premium Pay* and *Longevity Pay* expenses are expected to be lower in 2017.

Operations: \$244,500

- Increase in *Colebrook Reservoir Lease* based on projected and anticipated maintenance from Army Corp of Engineering.
- *Riparian Commitment* expenses are expected to be lower based upon current weather forecasts.
- *Outside Services* are expected to be higher based upon historical spend.

Maintenance: \$36,400

- *Reservoir Structures* and *Service Roads* are increasing based on anticipated maintenance in 2018.

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	1,068,305	1,114,300	1,114,300	1,065,600
501201	Overtime	166,996	200,000	200,000	200,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	410	3,700	3,700	2,200
501601	Longevity Pay	1,650	1,600	1,600	800
	Total Payroll	1,237,360	1,319,600	1,319,600	1,268,600
	<i>Operations</i>				
502002	Colebrook Reservoir Lease	239,559	300,000	300,000	685,000
502006	Fertilizer	3,745	3,300	3,300	7,000
502011	Meal Allowances	100	300	300	300
502013	Permits	-	500	500	500
502021	Riparian Commitment	144,888	210,000	210,000	60,000
502022	Salt & Sand Ice Control	-	13,000	13,000	13,000
502026	Clothing & Apparel	7,618	12,400	12,400	12,400
502049	Licenses & Registrations	-	600	600	600
502061	Material from Stock	-	1,000	1,000	1,000
502103	Electrical Supplies	1,652	2,000	2,000	2,000
502111	Small Tools	5,447	10,000	10,000	8,000
502112	Communication Equipment & Supplies	20	1,500	1,500	1,000
502137	Fire Equipment	2,967	2,900	2,900	2,900
502138	Safety Equipment	2,240	6,000	6,000	4,000
502164	Weed Control-Chemical & Supplies	-	700	700	2,000
502184	Custodial Services	14,245	20,000	20,000	17,000
502185	Heating Ventilating & Air Conditioning	-	500	500	500
502187	Septic Tank Pumping	2,520	5,000	5,000	5,000
502188	Refuse Collection	1,136	6,000	6,000	4,000
502207	Tool & Work Equipment	4,807	7,600	7,600	7,600
502213	Fuel for Heating	61,254	100,000	100,000	90,000
502287	Outside Services	27,119	6,000	6,000	30,000
502319	Equipment Rental	30,013	30,000	30,000	30,000
502350	Electricity	79,402	95,000	95,000	95,000
	Total Operations	628,731	834,300	834,300	1,078,800
	<i>Maintenance</i>				
503101	Land	14,209	25,000	25,000	25,000
503207	Tool & Work Equipment	1,379	2,800	2,800	2,200
503301	Building Maintenance	24,152	50,000	50,000	50,000
503304	Mains	5,223	10,000	10,000	7,000
503311	Other Source Structures	20,025	37,500	37,500	37,500
503312	Reservoir Structures	70,543	70,000	70,000	100,000
503313	Service Roads	17,566	20,000	20,000	30,000
	Total Maintenance	153,097	215,300	215,300	251,700
	Total Expenditure Classification	2,019,188	2,369,200	2,369,200	2,599,100
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,019,188	2,369,200	2,369,200	2,599,100
	Total Funding Allocation	2,019,188	2,369,200	2,369,200	2,599,100

Reservoir Operations & Maintenance

Authorized Positions	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Construction and Repair Specialist	1	1	1	1
Electrician 2	1	1	1	1
Equipment Operator 1	1	-	-	-
Equipment Operator 2	-	-	-	1
Facility Maintainer 2	-	2	2	4
Facilities Maintenance Supervisor	-	-	-	1
Hydroelectric Plant Operator	2	1	1	1
Hydroelectric Plant Supervisor	1	1	1	1
Plumber	1	1	1	-
Truck Driver 3	-	-	-	1
Water Supply Constr/Maint Supv.	1	1	1	-
Water Supply Maintainer 2	5	5	5	2
Water Supply Maintainer 3	2	1	1	-
Water Supply Maint. Crew Leader	1	-	-	-
<i>Total Authorized Positions</i>	16	14	14	13

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

The 2018 Recreation budget of \$61,400 is decreasing by \$28,600 or 31.8% below the level adopted for 2018.

Payroll: (\$27,000)

- *Temporary Help* is being eliminated.

Operations: (\$1,100)

- *Recreational Supplies & Expenses* are being reduced to align with historical spending.

Maintenance: (\$500)

- *Service Roads* are being reduced to align with historical spending.

Recreation

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	14,238	27,000	27,000	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	14,238	27,000	27,000	-
	<i>Operations</i>				
502111	Small Tools	282	400	400	400
502114	Recreation Supplies & Expenses	5,995	7,000	7,000	5,000
502187	Septic Tank Pumping	260	3,000	3,000	3,000
502195	Agency Hire	3,184	2,600	2,600	3,500
502207	Tool & Work Equipment	1,104	2,300	2,300	2,300
502319	Equipment Rental	3,874	7,500	7,500	7,500
502350	Electricity	-	3,100	3,100	3,100
	Total Operations	14,698	25,900	25,900	24,800
	<i>Maintenance</i>				
503101	Land	3,494	7,500	7,500	7,500
503301	Building Maintenance	3,990	5,500	5,500	5,500
503313	Service Roads	9,948	10,500	10,500	10,000
503417	Recreation Equipment	3,374	13,600	13,600	13,600
	Total Maintenance	20,807	37,100	37,100	36,600
	Total Expenditure Classification	49,743	90,000	90,000	61,400
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	49,743	90,000	90,000	61,400
	Total Funding Allocation	49,743	90,000	90,000	61,400

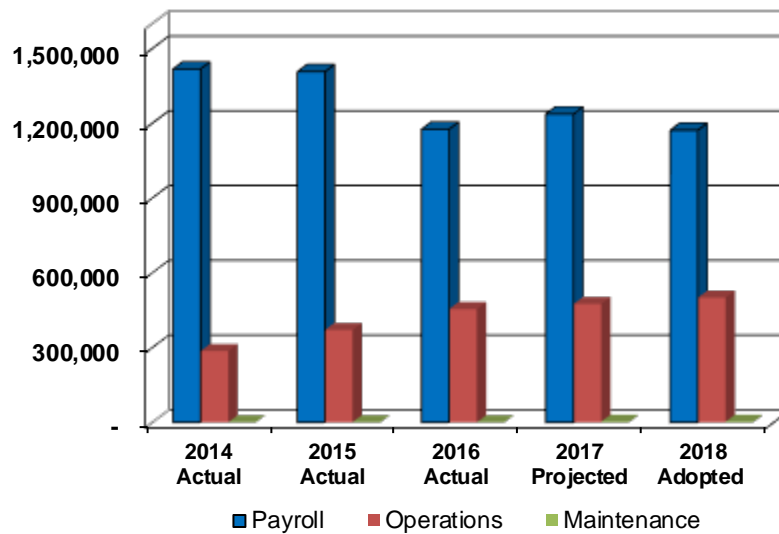
Patrol

Administration
Recreation

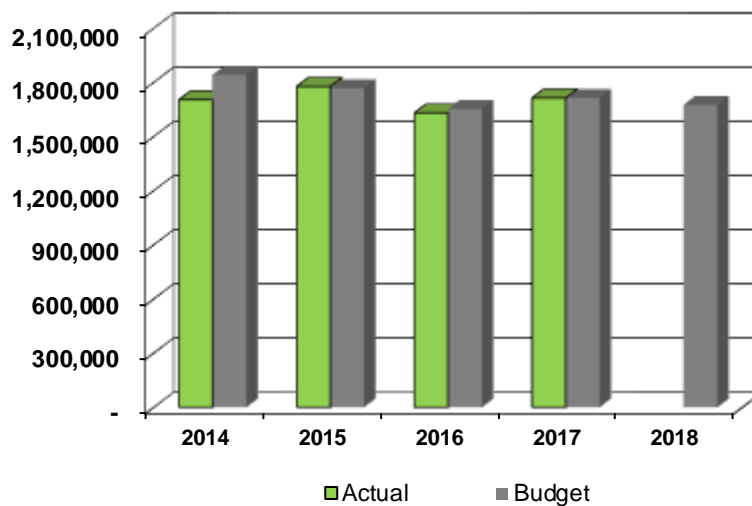


Patrol

Summary



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	1,418,005	1,407,080	1,176,662	1,237,100	1,172,500
Operations	285,928	370,601	454,500	474,800	500,100
Maintenance	-	-	-	2,000	2,000
Total	1,703,933	1,777,681	1,631,162	1,713,900	1,674,600



	2014	2015	2016	2017	2018
Actual	1,703,933	1,777,681	1,631,162	1,713,900	
Budget	1,841,800	1,767,900	1,653,100	1,713,900	1,674,600
Variance	(137,867)	9,781	(21,938)	-	

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 2018 the Patrol Department will be managing the Recreational Area.

Budget Commentary

The 2018 budget for the Patrol Administration and Recreation is \$1,674,600, which is decreasing by \$39,300 or 2.3% below the expenditure level adopted for 2017. Budget details regarding the activity and departments are provided on succeeding pages.

Patrol

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Administration	1,279,176	1,334,800	1,334,800	1,283,200
Recreation	352,966	379,100	379,100	391,400
<i>Total Summary by Activity</i>	1,632,142	1,713,900	1,713,900	1,674,600
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	802,908	826,800	826,800	852,200
Overtime	147,863	154,000	154,000	64,000
Temporary Help	221,129	245,000	245,000	245,000
Standby & Premium Pay	3,562	10,000	10,000	10,000
Longevity Pay	1,200	1,300	1,300	1,300
<i>Total Payroll</i>	1,176,662	1,237,100	1,237,100	1,172,500
Operations	454,500	474,800	474,800	500,100
Maintenance	980	2,000	2,000	2,000
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	1,632,142	1,713,900	1,713,900	1,674,600
<i>Funding Allocation</i>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,632,142	1,713,900	1,713,900	1,674,600
<i>Total Funding Allocation</i>	1,632,142	1,713,900	1,713,900	1,674,600
<i>Authorized Positions</i>				
Administration	11	9	9	9
Recreation	-	-	-	-
<i>Total Authorized Positions</i>	11	9	9	9

Administration**Description**

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. 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 2018 is \$1,283,200 which is \$51,600 or 3.9% below the 2017 budget.

Payroll: (\$64,600)

- *Regular Pay* includes increments and cost of living for eligible employees.
- *Overtime* is decreasing based on historical spend.

Operations: \$13,000

- *Security* expenses are increasing based on contractual obligations.

Maintenance: \$0

- No changes are anticipated in 2018.

Administration

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Payroll</i>					
501101	Regular Pay	802,908	826,800	826,800	852,200
501201	Overtime	146,923	150,000	150,000	60,000
501301	Temporary Help	115,971	95,000	95,000	95,000
501401	Standby & Premium Pay	3,562	10,000	10,000	10,000
501601	Longevity Pay	1,200	1,300	1,300	1,300
	Total Payroll	1,070,563	1,083,100	1,083,100	1,018,500
<i>Operations</i>					
502011	Meal Allowances	-	300	300	300
502026	Clothing & Apparel	8,872	22,000	22,000	24,000
502107	Office Supplies & Expenses	3,875	4,000	4,000	5,000
502112	Communication Equipment & Supplies	10,267	17,300	17,300	17,300
502117	Field Supplies	2,271	3,000	3,000	3,000
502136	Safety & First Aid Supplies	-	1,000	1,000	1,000
502138	Safety Equipment	-	600	600	600
502190	Security	170,000	175,000	175,000	185,000
502207	Tool & Work Equipment	100	700	700	700
502270	Seminars and Conventions	510	4,000	4,000	4,000
502271	Dues-Professional Associations	1,310	1,000	1,000	1,000
502272	Books & Subscriptions	137	300	300	300
502287	Outside Services	7,803	20,500	20,500	20,500
	Total Operations	207,632	249,700	249,700	262,700
<i>Maintenance</i>					
503203	Office Furniture & Equipment	980	1,500	1,500	1,500
503207	Tool & Work Equipment	-	500	500	500
	Total	980	2,000	2,000	2,000
	Total Expenditure Classification	1,279,176	1,334,800	1,334,800	1,283,200
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,279,176	1,334,800	1,334,800	1,283,200
	Total Funding Allocation	1,279,176	1,334,800	1,334,800	1,283,200
<i>Authorized Positions</i>					
	Administrative Clerk	1	-	-	-
	Conservation Ranger	-	-	-	1
	District Patrol Commander/Manager	1	1	1	-
	Dist. Patrol Comm. - Mgr Police Svcs	-	-	-	1
	District Patrol Lieutenant	1	1	1	2
	District Patrol Officer	6	5	5	5
	District Patrol Sergeant	2	2	2	-
	Total Authorized Positions	11	9	9	9

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 2018 totals \$391,400 which is \$12,300 or 3.2% higher than the expenditure level adopted for 2017.

Payroll: \$0

- The budget is expected to be unchanged for 2018.

Operations: \$12,300

- *Security* increases due to contractual obligations.

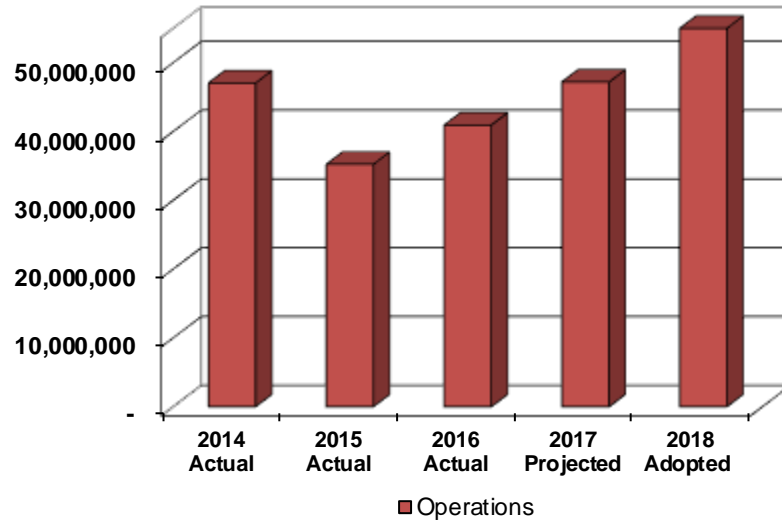
Recreation

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	940	4,000	4,000	4,000
501301	Temporary Help	105,158	150,000	150,000	150,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	106,098	154,000	154,000	154,000
	<i>Operations</i>				
502026	Clothing & Apparel	1,998	2,500	2,500	2,500
502107	Office Supplies & Expenses	211	400	400	400
502112	Communication Equipment & Supplies	-	1,500	1,500	2,500
502114	Recreation Supplies & Expenses	2,018	2,500	2,500	2,500
502136	Safety & First Aid Supplies	1,429	1,500	1,500	1,500
502190	Security	238,339	214,200	214,200	225,000
502287	Outside Services	2,874	2,500	2,500	3,000
	<i>Total Operations</i>	246,868	225,100	225,100	237,400
	<i>Total Expenditure Classification</i>	352,966	379,100	379,100	391,400
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	352,966	379,100	379,100	391,400
	<i>Total Funding Allocation</i>	352,966	379,100	379,100	391,400

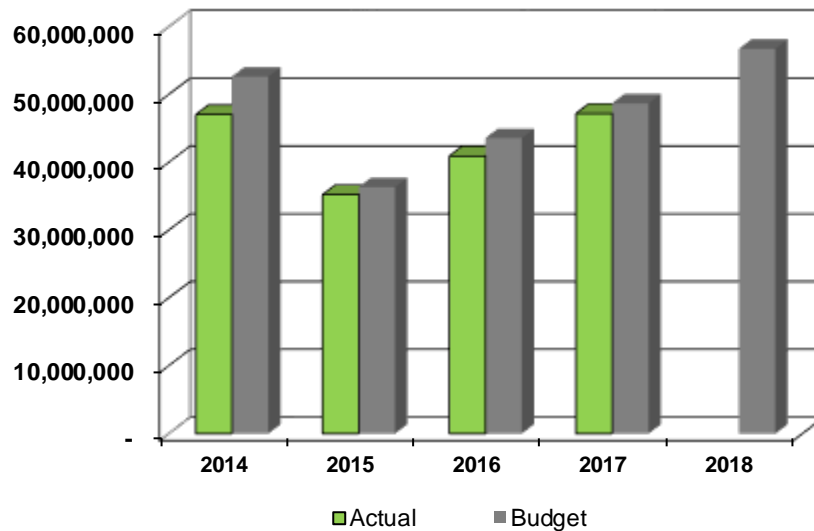
Debt Service

Debt Service

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Operations	47,050,798	35,241,022	40,930,648	47,203,300	56,741,300
Total	47,050,798	35,241,022	40,930,648	47,203,300	56,741,300



	2014	2015	2016	2017	2018
Actual	47,050,798	35,241,022	40,930,648	47,203,300	
Budget	52,635,200	36,340,200	43,573,300	48,698,300	56,741,300
Variance	(5,584,402)	(1,099,178)	(2,642,652)	(1,495,000)	

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 2018 is \$56,741,300. This is an increase of \$8,043,000 or 18.5% above the total adopted 2017 level. Budget details pertaining to the Debt Service activities can be found on the following pages.

Debt Service

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Legal Services	519,338	408,700	408,700	408,700
Interest & Note Issue Expense	362,832	574,000	574,000	2,511,200
Other Debt Issuance Cost	59,466	-	-	-
Interest on Bonds	13,471,562	19,325,600	19,465,439	18,909,900
Principal on Bonds	26,517,449	28,390,000	26,755,161	34,911,500
Total Expenditure Classification	40,930,648	48,698,300	47,203,300	56,741,300
<i>Funding Allocation - (Composite)</i>				
Sewer Allocation 47%	19,991,808	22,668,800	22,954,800	28,519,400
Water Allocation 53%	20,938,839	26,029,500	24,248,500	28,221,900
Total Funding Allocation	40,930,648	48,698,300	47,203,300	56,741,300

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 2018 totals \$22,095,500 which is \$835,000 or 4.4% higher than the 2017 adopted level.

- Expenses for *Interest & Note Issue Expense* have been increased due to the increase short term debt activity.
- *Interest on Bonds* is decreasing based upon amortization schedules.
- *Principal on Bonds* is increasing due to the deferment of the 2017 bond payment.

Water Debt Service

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Operations</i>				
502292	Legal Services	214,310	157,700	157,700	157,700
502363	Interest & Note Issue Expense	176,701	385,900	385,900	1,124,600
502364	Interest on Bonds	5,924,420	7,407,800	7,455,680	7,205,500
502367	Other Debt Issuance Cost	59,466	-	-	-
508360	Principal on Bonds	11,633,898	13,309,100	11,395,523	13,607,700
	<i>Total Expenditure Classification</i>	18,008,795	21,260,500	19,394,803	22,095,500
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	18,008,795	21,260,500	19,394,803	22,095,500
	<i>Total Funding Allocation</i>	18,008,795	21,260,500	19,394,803	22,095,500

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 2018 totals \$22,633,300 which is \$4,546,500 or 26.1% higher than the 2017 adopted level.

- Expenses for *Interest & Note Issue Expense* have been increased due to the increase short term debt activity.
- *Interest on Bonds* is decreasing based upon amortization schedules.
- *Principal on Bonds* is increasing based upon amortization schedules.

Sewer Debt Service

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502292	Legal Services	305,028	251,000	251,000	251,000
502363	Interest & Note Issue Expense	186,131	188,100	188,100	1,386,600
502364	Interest on Bonds	4,986,995	7,167,000	7,092,887	6,823,000
508360	Principal on Bonds	10,809,622	10,480,700	10,759,413	14,172,700
Total Expenditure Classification		17,176,608	18,086,800	18,291,400	22,633,300
<i>Funding Allocation</i>					
Sewer Allocation 100%		17,176,608	18,086,800	18,291,400	22,633,300
Water Allocation 0%		-	-	-	-
Total Funding Allocation		17,176,608	18,086,800	18,291,400	22,633,300

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 2018 totals \$12,012,500 which is \$2,661,500 or 37.6% higher than the 2017 adopted level.

- *Interest on Bonds* has increased based upon amortization schedules.
- *Principal on Bonds* is increasing based upon amortization schedules.

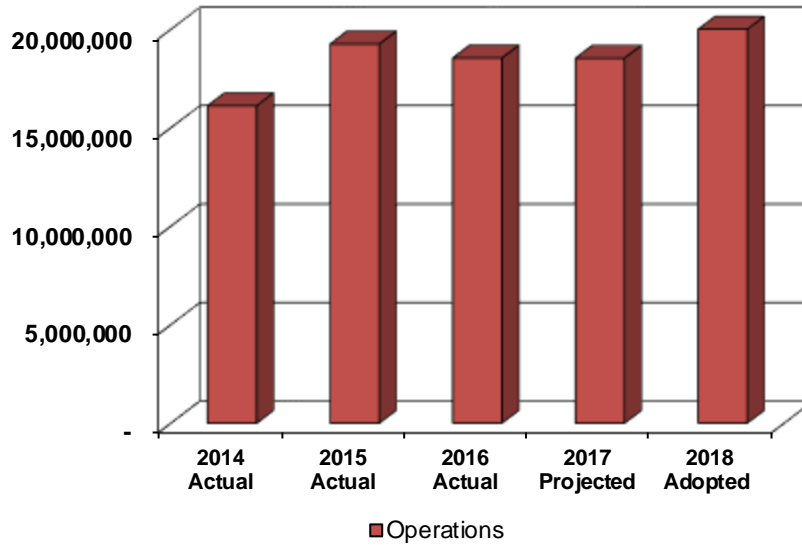
Combined Debt Service

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Operations</i>				
502364	Interest on Bonds	1,671,314	4,750,800	4,916,872	4,881,400
508360	Principal on Bonds	4,073,930	4,600,200	4,600,225	7,131,100
	<i>Total Expenditure Classification</i>	<u>5,745,244</u>	<u>9,351,000</u>	<u>9,517,097</u>	<u>12,012,500</u>
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	2,815,200	4,582,000	4,663,400	5,886,100
	Water Allocation 51%	2,930,044	4,769,000	4,853,697	6,126,400
	<i>Total Funding Allocation</i>	<u>5,745,244</u>	<u>9,351,000</u>	<u>9,517,097</u>	<u>12,012,500</u>

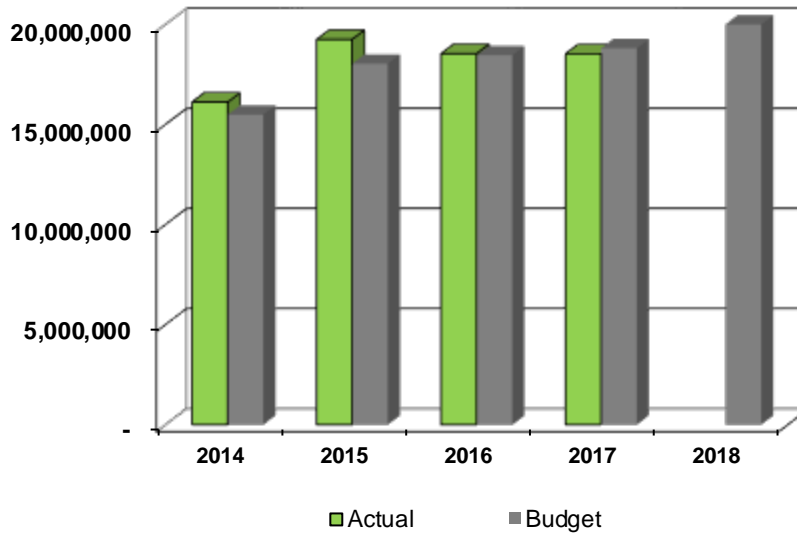
Employee Benefits

Employee Benefits

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Operations	16,120,025	19,252,077	18,543,977	18,537,200	20,060,100
Total	16,120,025	19,252,077	18,543,977	18,537,200	20,060,100



	2014	2015	2016	2017	2018
Actual	16,120,025	19,252,077	18,543,977	18,537,200	
Budget	15,493,300	18,038,800	18,459,500	18,805,700	20,060,100
Variance	626,725	1,213,277	84,477	(268,500)	

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 20,060,100. This is an increase of \$1,254,400 from the level adopted in 2017. Budget details pertaining to the allotments comprising the Employee Benefits account are on succeeding pages.

Employee Benefits

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Employee Medical Insurances	10,406,400	10,540,500	10,540,500	20,060,100
Other Employee Benefits	8,137,577	8,265,200	7,996,700	-
<i>Total Summary by Activity</i>	18,543,977	18,805,700	18,537,200	20,060,100
<i>Funding Allocation (Composite)</i>				
Sewer Allocation 45%	8,344,800	8,462,500	8,341,700	9,027,000
Water Allocation 55%	10,199,177	10,343,200	10,195,500	11,033,100
<i>Total Funding Allocation</i>	18,543,977	18,805,700	18,537,200	20,060,100

Employee Benefits**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. 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 2018 Employee Medical Insurances and Other Employee Benefits (7120015) departments have been consolidated for 2018. The budget totals \$20,060,100, is increasing by \$9,519,600 or 90.3% over the level adopted for 2017.

Operations: \$9,519,600

- *Medical & Dental Premium, Claim & Admin Fees* have increased for 2018.
- *Pension and OPEB Contribution* increases in 2018.

Employee Benefits

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502056	OPEB Trust Contribution	3,925,000	4,013,000	4,013,000	4,099,000
502296	Consultant Services	-	-	-	50,000
502500	Medical & Dental Premium, Claim	6,481,400	4,629,000	4,629,000	7,378,000
502501	Blue Shield	-	1,847,000	1,847,000	-
502503	Group Life	-	51,500	51,500	51,500
502505	Pension Regular	-	-	-	5,328,000
502508	Social Security	-	-	-	3,095,800
502509	Unemployment Compensation	-	-	-	57,800
<i>Total Expenditure Classification</i>		10,406,400	10,540,500	10,540,500	20,060,100
<i>Funding Allocation</i>					
Sewer Allocation 45%		4,682,900	4,743,200	4,743,200	9,027,000
Water Allocation 55%		5,723,500	5,797,300	5,797,300	11,033,100
<i>Total Funding Allocation</i>		10,406,400	10,540,500	10,540,500	20,060,100

Other Employee Benefits**Description**

The Other Employee Benefits department has been transferred to Employee Benefits (7110015) in 2018. The following information has been provided for information purposes only.

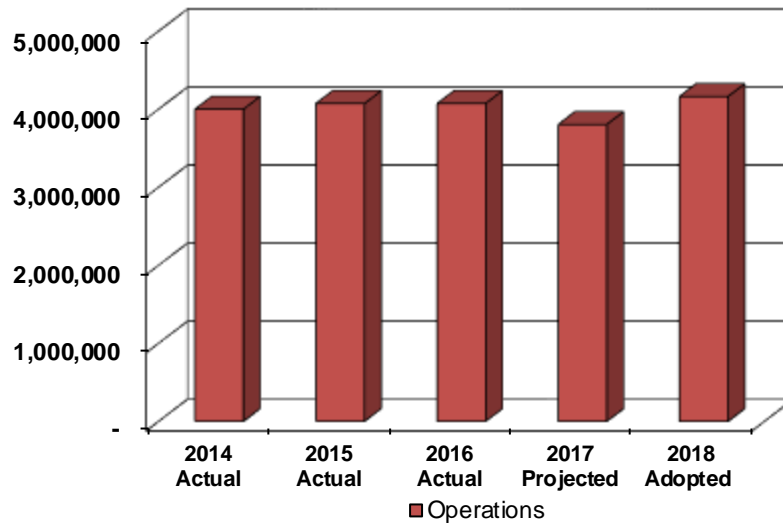
Other Employee Benefits

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
501701	Termination Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
502296	Consultant Services	34,800	105,000	51,000	-
502505	Pension Regular	5,072,424	5,057,000	5,057,000	-
502508	Social Security	2,933,329	3,048,200	2,833,700	-
502509	Unemployment Compensation	97,024	55,000	55,000	-
	<i>Total Operations</i>	8,137,577	8,265,200	7,996,700	-
	<i>Total Expenditure Classification</i>	8,137,577	8,265,200	7,996,700	-
	<i>Funding Allocation (Composite)</i>				
	Sewer Allocation 45%	3,661,900	3,719,300	3,598,500	-
	Water Allocation 55%	4,475,677	4,545,900	4,398,200	-
	<i>Total Funding Allocation</i>	8,137,577	8,265,200	7,996,700	-

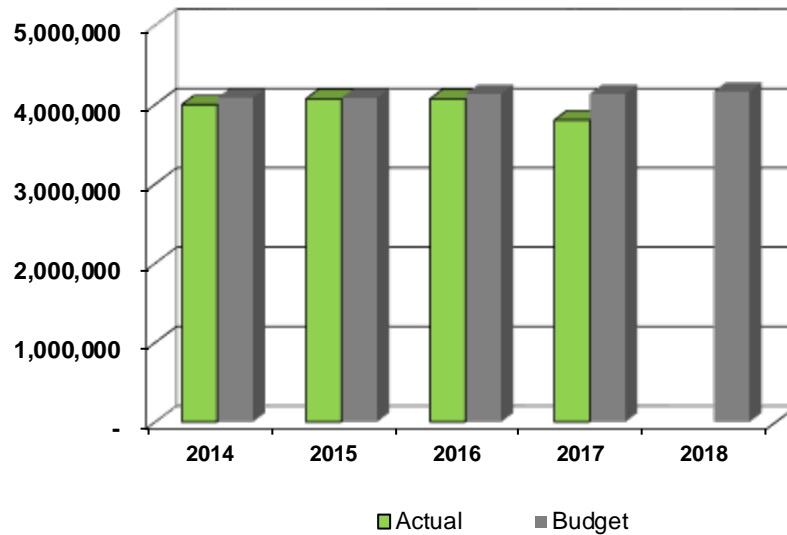
General Insurance

General Insurance

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Operations	3,999,024	4,073,079	4,072,918	3,804,690	4,162,200
Total	3,999,024	4,073,079	4,072,918	3,804,690	4,162,200



	2014	2015	2016	2017	2018
Actual	3,999,024	4,073,079	4,072,918	3,804,690	
Budget	4,084,900	4,083,700	4,133,800	4,133,800	4,162,200
Variance	(85,876)	(10,621)	(60,882)	(329,110)	

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 2018 totals \$4,162,200, which is \$28,400 or 0.7% above the adopted level for 2017 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. For 2018 the Property Insurance (7210015), Liability – Compensation (7220015) and Self Insurance (7230015) departments have been consolidated.

General Insurance

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Property Insurance	362,616	233,300	233,300	4,162,200
Liability - Compensation	1,223,540	1,375,500	1,046,390	-
Self Insurance	2,486,762	2,525,000	2,525,000	-
<i>Total Summary by Activity</i>	4,072,918	4,133,800	3,804,690	4,162,200
<i>Funding Allocation</i>				
Sewer Allocation 30%	1,221,900	1,240,200	1,141,400	1,248,700
Water Allocation 70%	2,851,018	2,893,600	2,663,290	2,913,500
<i>Total Funding Allocation</i>	4,072,918	4,133,800	3,804,690	4,162,200

General Insurance**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. 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. 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. For 2018 the Property Insurance (7210015), Liability – Compensation (7220015) and Self Insurance (7230015) departments have been consolidated.

Budget Commentary

The Property Insurance budget for 2017 is \$4,162,200, which has increased by \$28,400 or 0.7% above the expenditure level adopted 2017. This is the result of the consolidation of the General Insurance departments.

Operations: \$28,400

- The increase is due to insurance market conditions.

General Insurance

7210015

General Insurance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Operations</i>				
502224	Theft Liability	-	-	-	5,000
502226	Police Liability	-	-	-	14,800
502227	Fiduciary Liability	-	-	-	89,000
502230	General Property	362,370	231,100	231,100	242,700
502234	Fidelity Bond	-	-	-	12,200
502237	Automobile Liability	-	-	-	81,100
502238	Public Liability	-	-	-	286,800
502240	Umbrella Liability	-	-	-	461,500
502243	Commissioner Accident Insurance	-	-	-	1,100
502244	Performance Bonds	246	2,200	2,200	2,300
502245	Workers Comp Excess Coverage	-	-	-	200,700
502247	Liability - Claims	-	-	-	2,525,000
502248	Employee Practices Liability	-	-	-	80,100
502263	Pollution Liability Insurance	-	-	-	59,900
502287	Outside Services	-	-	-	100,000
	<i>Total Expenditure Classification</i>	362,616	233,300	233,300	4,162,200
	<i>Funding Allocation</i>				
	Sewer Allocation 30%	108,800	70,000	70,000	1,248,700
	Water Allocation 70%	253,816	163,300	163,300	2,913,500
	<i>Total Funding Allocation</i>	362,616	233,300	233,300	4,162,200

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

For 2018 the Liability – Compensation (7220015) is being consolidated in General Insurance (7210015). The following has been provided for informational purposes only.

Liability — Compensation

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502224	Theft Liability	3,886	5,000	5,000	-
502226	Police Liability	10,791	14,800	14,800	-
502227	Fiduciary Liability	15,136	89,000	15,190	-
502234	Fidelity Bond	-	11,600	11,600	-
502237	Automobile Liability	75,240	77,200	77,200	-
502238	Public Liability	375,128	273,100	227,000	-
502240	Umbrella Liability	424,788	439,500	439,500	-
502243	Commissioner Accident Insurance	863	1,000	1,000	-
502245	Workers Comp Excess Coverage	189,361	191,100	128,000	-
502248	Employee Practices Liability	1,684	76,300	5,100	-
502263	Pollution Liability Insurance	55,601	57,000	57,000	-
502287	Outside Services	71,062	139,900	65,000	-
<i>Total Expenditure Classification</i>		1,223,540	1,375,500	1,046,390	-
<i>Funding Allocation</i>					
Sewer Allocation 30%		367,100	412,700	313,900	-
Water Allocation 70%		856,440	962,800	732,490	-
<i>Total Funding Allocation</i>		1,223,540	1,375,500	1,046,390	-

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 2018 is being consolidated in General Insurance (7210015). The following has been provided for informational purposes only.

General Insurance

7230015

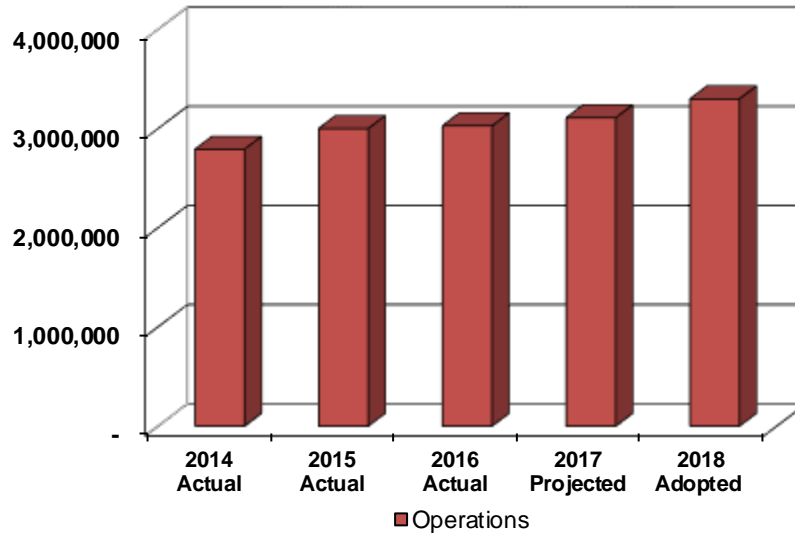
Self-Insurance

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
502247	<i>Operations</i>				
	Liability-Claims	2,486,762	2,525,000	2,525,000	-
	<i>Total Expenditure Classification</i>	<u>2,486,762</u>	<u>2,525,000</u>	<u>2,525,000</u>	<u>-</u>
	<i>Funding Allocation</i>				
	Sewer Allocation 30%	746,000	757,500	757,500	-
	Water Allocation 70%	1,740,762	1,767,500	1,767,500	-
	<i>Total Funding Allocation</i>	<u>2,486,762</u>	<u>2,525,000</u>	<u>2,525,000</u>	<u>-</u>

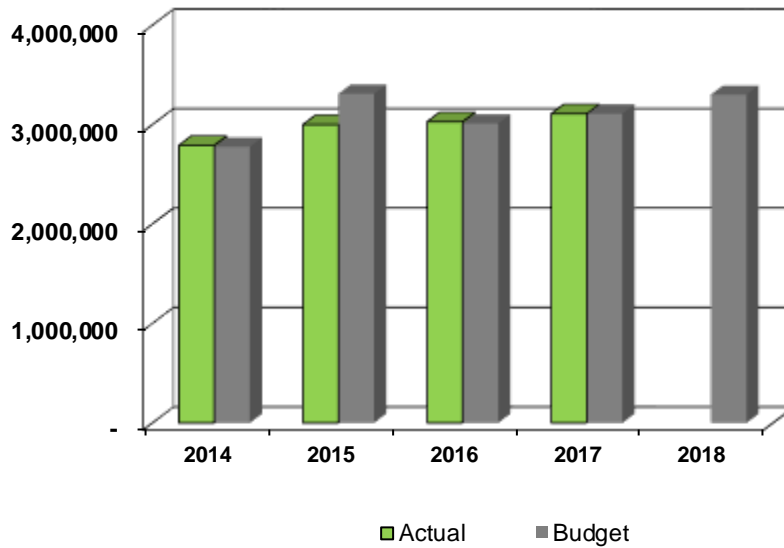
Taxes & Fees
Specials Agreements & Programs
Contingencies

Taxes & Fees

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	-	-	-	-	-
Operations	2,791,964	3,001,622	3,029,194	3,110,000	3,300,500
Maintenance	-	-	-	-	-
Total	2,791,964	3,001,622	3,029,194	3,110,000	3,300,500



	2014	2015	2016	2017	2018
Actual	2,791,964	3,001,622	3,029,194	3,110,000	-
Budget	2,777,000	3,310,000	3,010,000	3,110,000	3,300,500
Variance	14,964	(308,378)	19,194	-	-

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 2018 totals \$3,300,500, which is \$190,500 or 6.3% above the expenditure level adopted for 2017.

Operations: \$190,500

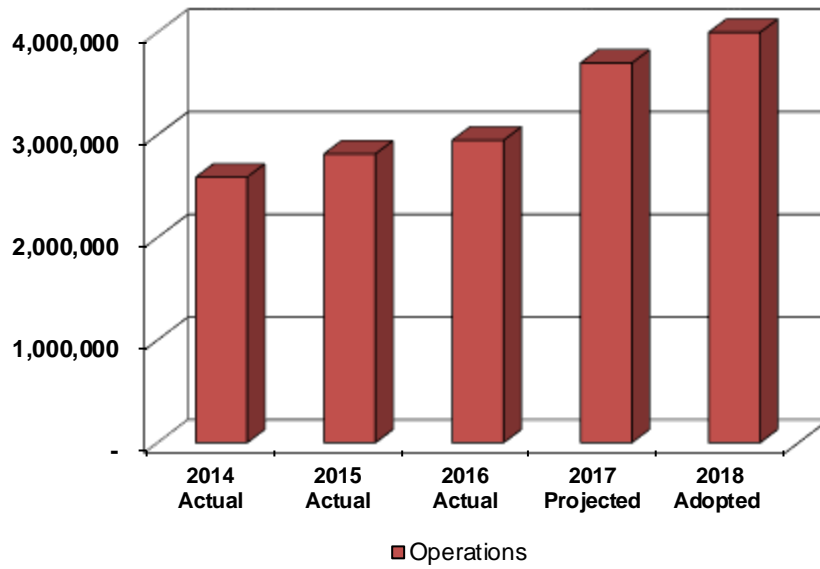
- Increase is based on 2017 spending levels.

Summary

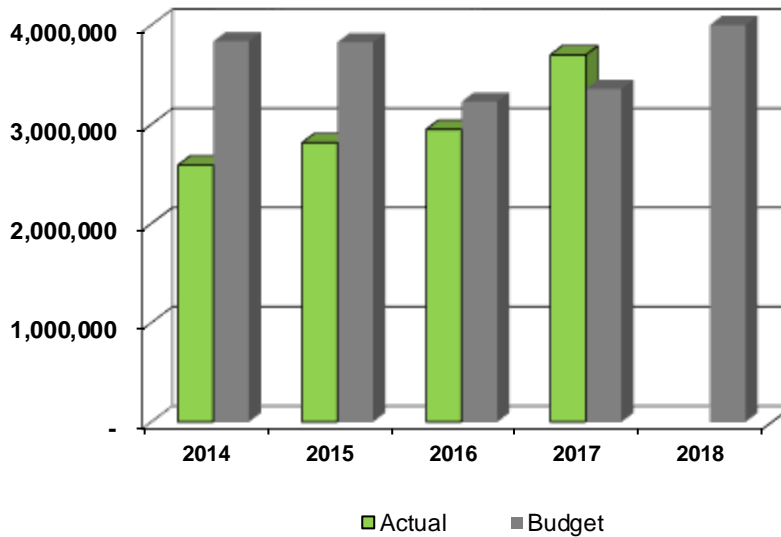
Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502028	Property Taxes	3,029,194	3,100,000	3,100,000	3,290,000
502306	Property Appraisals	-	10,000	10,000	10,500
<i>Total Expenditure Classification</i>		<u>3,029,194</u>	<u>3,110,000</u>	<u>3,110,000</u>	<u>3,300,500</u>
<i>Funding Allocation</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		<u>3,029,194</u>	<u>3,110,000</u>	<u>3,110,000</u>	<u>3,300,500</u>
<i>Total Funding Allocation</i>		<u>3,029,194</u>	<u>3,110,000</u>	<u>3,110,000</u>	<u>3,300,500</u>

Special Agreements & Programs

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	-	-	-	-	-
Operations	2,588,354	2,815,332	2,949,177	3,700,300	4,806,300
Maintenance	-	-	-	-	-
Total	2,588,354	2,815,332	2,949,177	3,700,300	4,806,300



	2014	2015	2016	2017	2018
Actual	2,588,354	2,815,332	2,949,177	3,700,300	
Budget	3,836,700	3,826,800	3,226,600	3,355,300	4,806,300
Variance	(1,248,346)	(1,011,468)	(277,423)	345,000	

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 2018 totals \$4,604,300, is increasing by \$1,249,000 or 38.7% above the expenditure level adopted for 2017.

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 *Riverfront Recapture* account reflects expenditures related to maintenance and the provision of ranger services associated with Riverfront Recapture, Inc.'s (RRI) regional parks system in Hartford & East Hartford, in accordance with an agreement between the District and RRI.

Special Agreements & Programs

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Sewer	1,288,789	1,401,000	1,356,000	1,401,000
Water	1,660,388	1,954,300	2,344,300	3,405,300
<i>Total Summary by Activity</i>	2,949,177	3,355,300	3,700,300	4,806,300
<i>Funding Allocation</i>				
Sewer Allocation 42%	1,288,789	1,401,000	1,356,000	1,401,000
Water Allocation 58%	1,660,388	1,954,300	2,344,300	3,405,300
<i>Total Funding Allocation</i>	2,949,177	3,355,300	3,700,300	4,806,300

Sewer

Budget Commentary

The Special Agreements and Programs budget totals \$1,401,000 for 2018, which is unchanged from the 2017 year level.

Operations: \$0

- The budget is expected to be unchanged for 2018.

Special Agreements & Programs

7410010

Sewer

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502181	Mattabassett District	656,065	590,000	590,000	590,000
502182	New Britain	219,428	225,000	225,000	225,000
502296	Consultant Services	342,052	500,000	455,000	500,000
502648	Septic Reimbursements	62,360	80,000	80,000	80,000
502649	Glastonbury	3,823	6,000	6,000	6,000
502333	Accts Receivable Write Off	5,061	-	-	-
<i>Total Expenditure Classification</i>		1,288,789	1,401,000	1,356,000	1,401,000
<i>Funding Allocation--(Composite)</i>					
Sewer Allocation 100%		1,288,789	1,401,000	1,356,000	1,401,000
Water Allocation 0%		-	-	-	-
<i>Total Funding Allocation</i>		1,288,789	1,401,000	1,356,000	1,401,000

Water

Budget Commentary

The Special Agreements and Programs budget totals \$3,405,300 for 2018, which is an increase of \$1,451,000 or 74.2% from the adopted level for 2017.

Operations: \$1,451,000

- The transfer of the Riverfront Recapture (8310020) expenditures.

Special Agreements & Programs

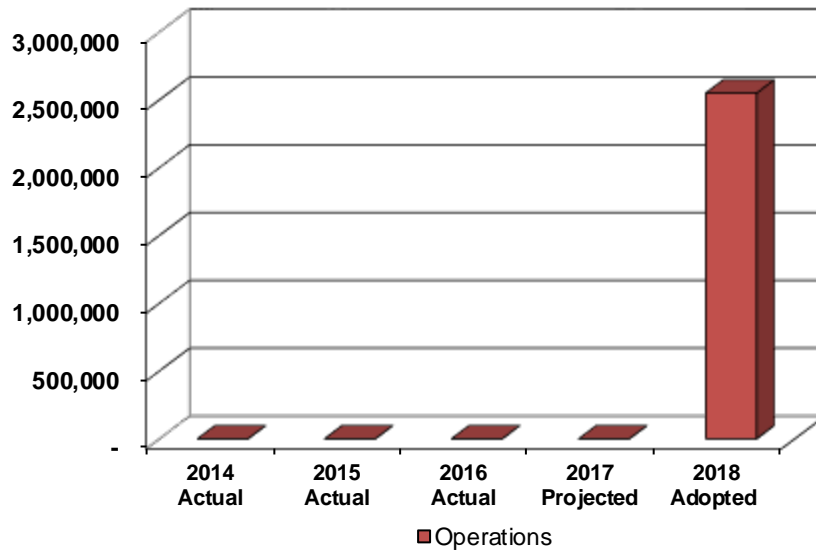
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Water

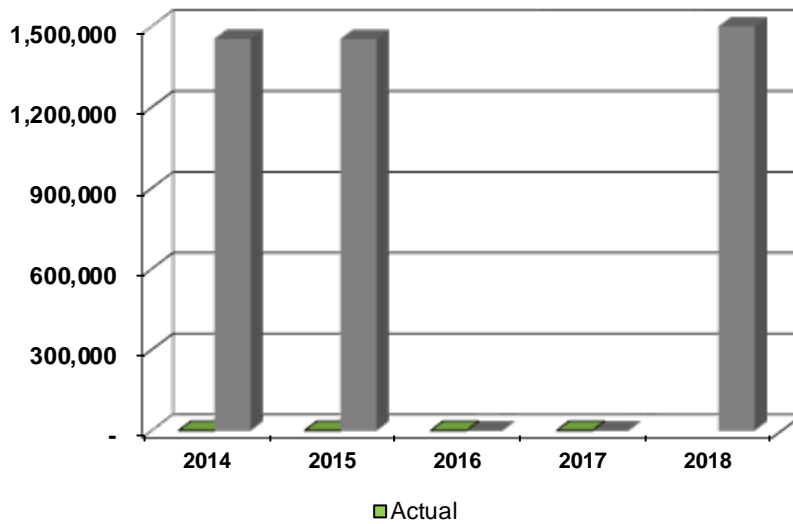
Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Operations</i>					
502002	Colebrook Reservoir Lease	204,222	204,300	204,300	204,300
502017	Postage	-	-	200,000	-
502197	Lock Box Fee	151,113	160,000	160,000	160,000
502198	State of CT	-	-	-	202,000
502201	Meter Services	5,894	10,000	10,000	10,000
502271	Dues - Professional Associations	139,309	130,000	130,000	131,300
502292	Legal Services	682,886	900,000	900,000	900,000
502296	Consultant Services	412,028	550,000	550,000	547,700
502333	Accts Receivable Write Off	64,937	-	190,000	-
503218	Riverfront Recapture	-	-	-	1,250,000
<i>Total Expenditure Classification</i>		1,660,388	1,954,300	2,344,300	3,405,300
<i>Funding Allocation-(Composite)</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		1,660,388	1,954,300	2,344,300	3,405,300
<i>Total Funding Allocation</i>		1,660,388	1,954,300	2,344,300	3,405,300

Contingencies

Five-Year Expenditure Trends



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	-	-	-	-	-
Operations	-	-	-	-	2,550,000
Maintenance	-	-	-	-	-
Total	-	-	-	-	2,550,000



	2014	2015	2016	2017	2018
Actual	-	-	-	-	-
Budget	1,454,200	1,453,200	-	-	2,550,000
Variance	(1,454,200)	(1,453,200)	-	-	-

Summary**Description**

The Contingencies appropriation is 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

The Contingency account for 2018 is \$2,550,000. The 2017 adopted Contingency was rescinded on May 1st, 2017 by the District Board.

Contingencies

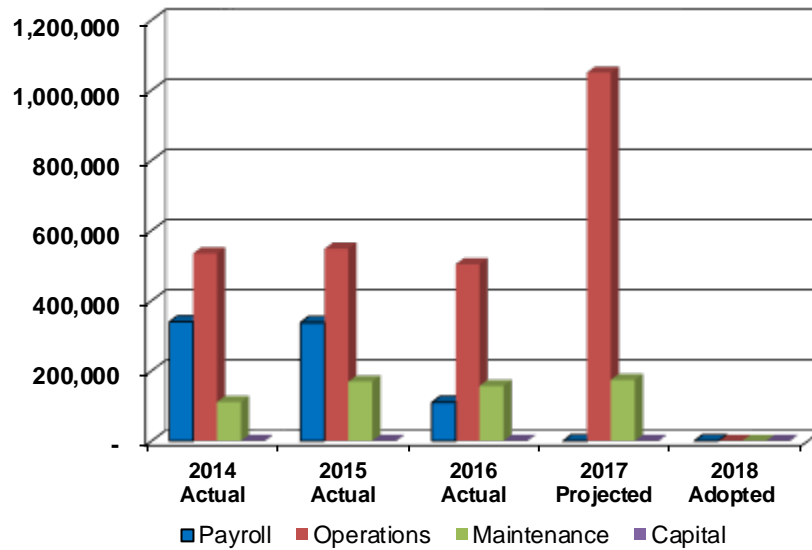
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Summary

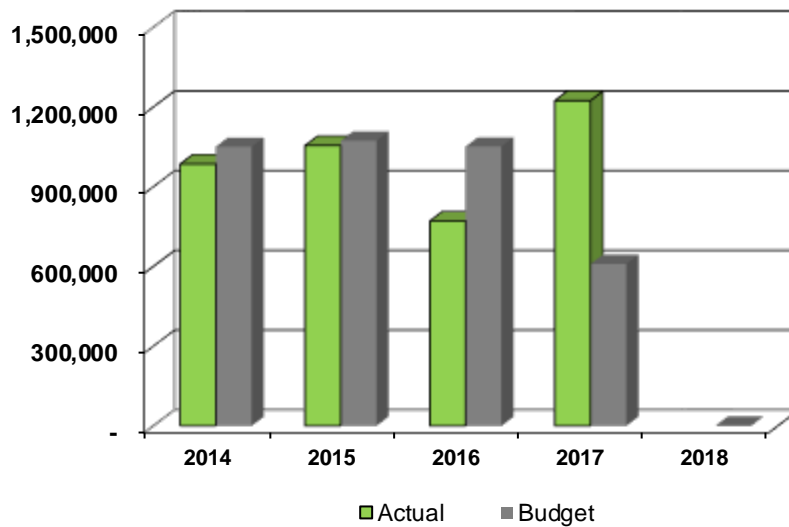
Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
509901	Contingencies	-	-	-	2,550,000
	<i>Funding Allocation--(Composite)</i>				
	Sewer Allocation 100%	-	-	-	2,550,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	-	-	2,550,000

Riverfront Parks System

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	339,472	337,594	109,940	-	-
Operations	534,673	548,113	504,048	1,050,000	-
Maintenance	111,081	169,051	156,877	174,000	-
Capital	-	-	-	-	-
Total	985,227	1,054,758	770,865	1,224,000	-



	2014	2015	2016	2017	2018
Actual	985,227	1,054,758	770,865	1,224,000	-
Budget	1,050,000	1,072,900	1,050,900	609,000	-
Variance	(64,773)	(18,142)	(280,035)	615,000	-

Administration

Description

The Riverfront Parks budget for 2018 has been transferred to Special Agreements & Programs (7410020).

Budget Commentary

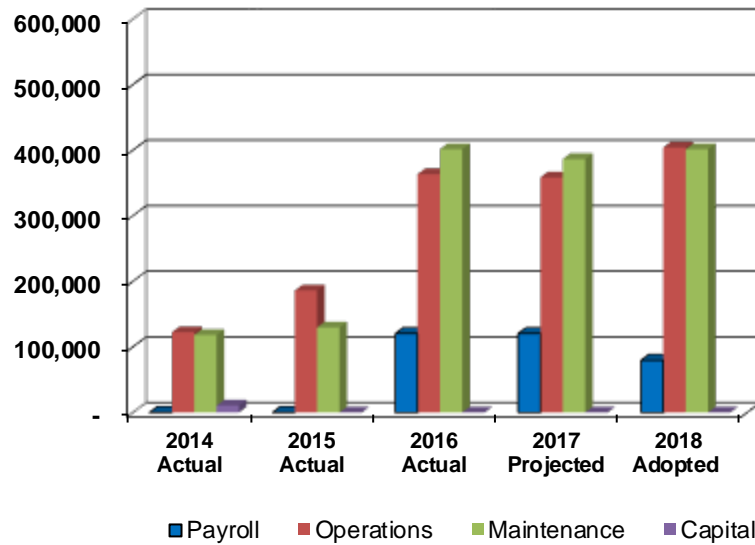
The following has been provided for informational purposes only.

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	102,405	-	-	-
501201	Overtime	7,535	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	109,940	-	-	-
	<i>Operations</i>				
502011	Meal Allowances	10	-	-	-
502022	Salt & Sand Ice Control	1,529	-	-	-
502026	Clothing & Apparel	925	-	-	-
502056	OPEB Trust Contribution	19,000	-	-	-
502060	Riverfront Rangers	300,000	300,000	915,000	-
502061	Materials from Stock	12,092	-	-	-
502188	Refuse Collection	14,408	-	-	-
502203	Grounds Care	3,859	15,000	15,000	-
502214	Gasoline	1,927	-	-	-
502216	Diesel Fuel	3,257	-	-	-
502287	Outside Services	92,038	120,000	120,000	-
502500	Blue Cross	32,000	-	-	-
502505	Pension Regular	22,000	-	-	-
502508	Social Security	1,002	-	-	-
	Total Operations	504,048	435,000	1,050,000	-
	<i>Maintenance</i>				
503204	Power Operated Equipment	2,505	-	-	-
503207	Tool & Work Equipment	1,262	-	-	-
503208	Transportation Equipment	84	-	-	-
503218	Riverfront Facility Maintenance	153,025	174,000	174,000	-
	Total Maintenance	156,877	174,000	174,000	-
	Total Expenditure Classification	770,865	609,000	1,224,000	-
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	770,865	609,000	1,224,000	-
	Total Funding Allocation	770,865	609,000	1,224,000	-
	Authorized Positions				
	Bldgs & Ground Maintainer	3	-	-	-
	Total Authorized Positions	3	-	-	-

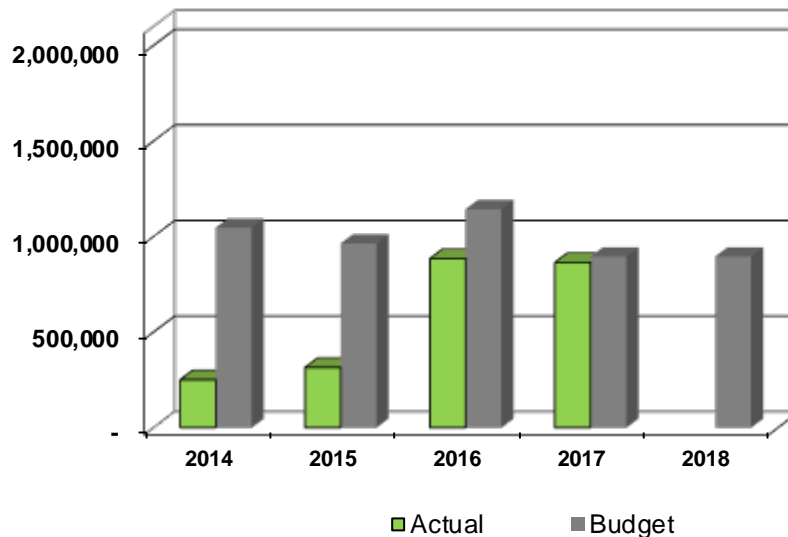
Hydroelectric

Hydroelectric

Five-Year Expenditure Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Projected	2018 Adopted
Payroll	-	-	120,400	120,400	79,700
Operations	122,299	186,014	363,500	358,500	404,200
Maintenance	118,182	129,588	401,400	386,400	401,400
Capital	10,580	-	-	-	-
Contingency	-	-	-	-	10,000
Total	251,062	315,602	885,300	865,300	895,300



	2014	2015	2016	2017	2018
Actual	251,062	315,602	885,300	865,300	
Budget	1,046,700	963,900	1,143,700	895,300	895,300
Variance	(795,638)	(648,298)	(258,400)	(30,000)	

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 2018 Hydroelectric budget totals \$895,300 which is unchanged from the 2017 adopted level. Specific expenditures for each project appear on the pages that follow.

Hydroelectric

Summary

Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<i>Summary by Activity</i>				
Goodwin	246,215	329,300	340,800	332,000
Development	65,000	95,000	75,000	95,000
Colebrook	124,615	471,000	449,500	468,300
<i>Total Summary by Activity</i>	435,830	895,300	865,300	895,300
<i>Summary by Major Account</i>				
Payroll	123,272	120,400	120,400	79,700
Operations	238,613	363,500	358,500	404,200
Maintenance	63,945	401,400	386,400	401,400
Capital Outlay	-	-	-	-
Contingencies	10,000	10,000	-	10,000
<i>Total Summary by Major Account</i>	435,830	895,300	865,300	895,300

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

The Goodwin Hydroelectric budget for 2018 is \$332,000 which is an increase of \$2,700 or 0.8% above the expenditure level adopted in support of 2017 hydroelectric power operations.

Payroll: (\$18,200)

- *Regular Pay* is decreasing based on estimated staffing levels for this plant.

Operations: \$20,900

- An increase in Consultant Services due to turbine maintenance being done.

Maintenance: \$0

- No budget changes in 2018.

Goodwin

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	61,636	69,800	69,800	51,600
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	61,636	69,800	69,800	51,600
	<i>Operations</i>				
502032	Inventory Adjustments	1,020	-	1,000	-
502050	Operator & Maint. Chrg-NE Utilities	9,787	9,900	10,400	10,400
502056	OPEB Trust Contribution	6,500	6,500	8,000	4,000
502061	Materials from Stock	-	100	2,100	100
502107	Office Supplies & Expenses	909	3,800	3,800	3,800
502111	Small Tools	220	2,600	2,600	2,600
502113	Fish	23,565	25,000	24,500	25,000
502207	Tool & Work Equipment	23	3,500	3,500	3,500
502215	Oil & Lubricants	-	2,500	2,500	2,500
502216	Diesel Fuel	-	1,700	1,700	1,700
502229	General Insurance	11,702	12,300	12,300	12,300
502255	Blueprints, Maps, & Charts	868	7,000	3,500	7,000
502263	Pollution Liability	562	600	600	600
502287	Outside Services	5,540	9,000	9,000	14,000
502296	Consultant Services	-	20,000	20,000	40,000
502350	Electricity	19,993	5,000	17,000	10,000
502500	Blue Cross	11,250	5,750	5,750	7,000
502501	Blue Shield	-	5,500	5,500	-
502505	Pension Regular	8,000	8,000	10,000	5,000
502508	Social Security	-	3,850	3,850	4,000
502605	Geophysical & Safety Inspection	611	1,000	2,500	1,000
502613	Stream Flow Study	30,000	30,000	30,000	30,000
	<i>Total Operations</i>	130,550	163,600	180,100	184,500
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	500	500	500
503213	Hydro Equipment	52,481	85,200	80,200	85,200
503301	Buildings	1,548	10,200	10,200	10,200
503312	Reservoir Structures	-	-	-	-
	<i>Total Maintenance</i>	54,029	95,900	90,900	95,900
	<i>Total Expenditure Classification</i>	246,215	329,300	340,800	332,000

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 2018 totals \$95,000 remains unchanged from 2017 adopted budget.

Development

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Operations</i>				
502051	Contribution to General Fund	-	-	-	-
502292	Legal Services	-	10,000	-	10,000
502298	Consultant - Hydro	55,000	75,000	75,000	75,000
	<i>Total Operations</i>	55,000	85,000	75,000	85,000
	<i>Contingencies</i>				
509901	Contingencies	10,000	10,000	-	10,000
		65,000	95,000	75,000	95,000

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 2018 is \$468,300 which is a decrease of \$2,700 or 0.6% below the expenditure level adopted in support of 2017 hydroelectric power operations.

Payroll: (\$22,500)

- *Regular Pay* is decreasing based on estimated staffing levels for this plant.

Operations: \$19,800

- An increase in Consultant Services due to turbine maintenance being done.

Maintenance: \$0

- No budget changes in 2018.

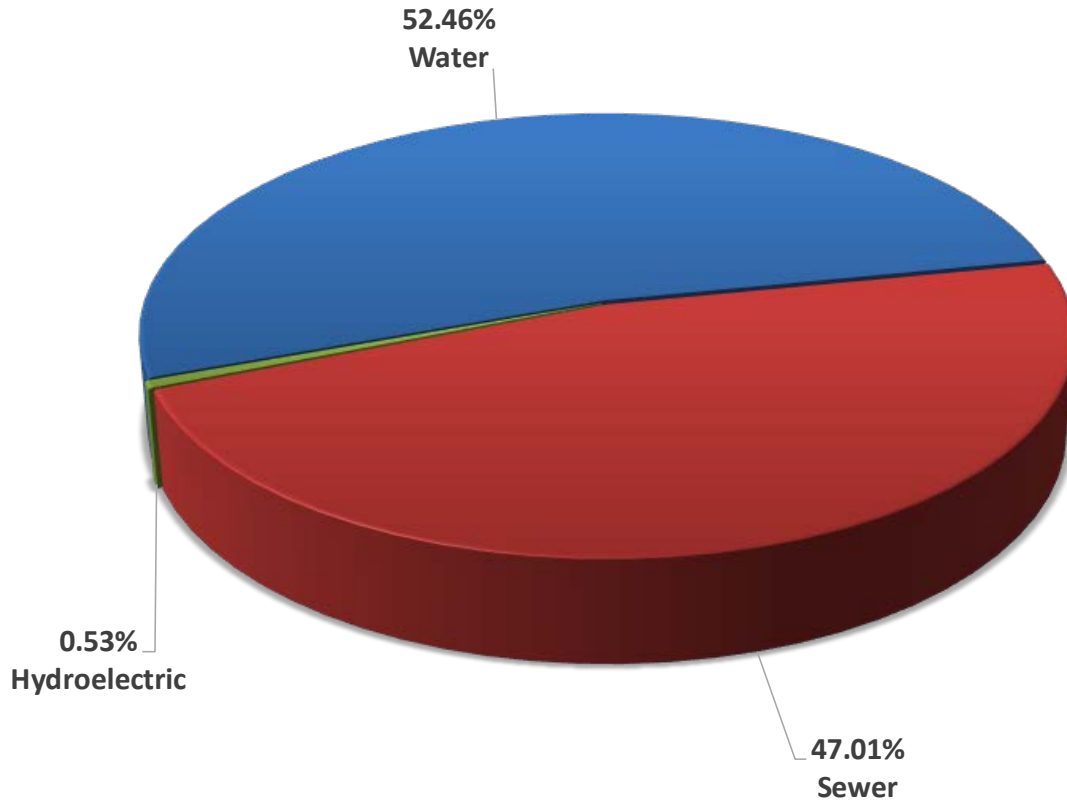
Colebrook

Commitment Item	Expenditure Classification	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	<i>Payroll</i>				
501101	Regular Pay	61,636	50,600	50,600	28,100
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	61,636	50,600	50,600	28,100
	<i>Operations</i>				
502043	FERC	10,679	10,000	10,000	10,000
502050	Operator & Maint. Chrg-NE Utilities	15,620	16,900	16,900	17,100
502056	OPEB Trust Contribution	6,500	6,500	5,000	4,000
502061	Materials from Stock	-	100	100	100
502107	Office Supplies & Expenses	-	1,200	1,200	1,200
502111	Small Tools	-	2,600	2,600	2,600
502207	Tool & Work Equipment	-	3,500	3,500	3,500
502215	Oil & Lubricants	-	2,500	2,500	2,500
502216	Diesel Fuel	-	1,000	1,000	1,700
502229	General Insurance	-	7,500	7,500	7,500
502255	Blueprints, Maps, & Charts	-	3,000	3,000	3,000
502263	Pollution Liability	-	500	500	500
502287	Outside Services	514	3,000	3,000	12,000
502298	Consulting - Hydro	-	20,000	20,000	40,000
502350	Electricity	-	12,000	5,000	12,000
502500	Blue Cross	11,750	6,000	6,000	7,000
502501	Blue Shield	-	5,750	5,750	-
502505	Pension Regular	8,000	8,000	6,000	5,000
502508	Social Security	-	3,850	3,850	4,000
502509	Unemployment Compensation	-	-	-	-
502605	Geophysical & Safety Inspection	-	1,000	-	1,000
	<i>Total Operations</i>	53,063	114,900	103,400	134,700
	<i>Maintenance</i>				
503203	Office Furniture & Equipment	-	500	500	500
503213	Hydro Equipment	9,265	300,000	290,000	300,000
503301	Buildings	651	5,000	5,000	5,000
	<i>Total Maintenance</i>	9,916	305,500	295,500	305,500
	<i>Total Expenditure Classification</i>	124,615	471,000	449,500	468,300

Budget Revenues

Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water	\$88,115,700	52.46%
Sewer	78,977,200	47.01%
Hydroelectric	895,300	0.53%
	<u>\$167,988,200</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 (105,339 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	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$71,202,432	\$77,669,700	\$75,404,700	\$80,187,300
Other Operating Revenues	3,877,958	3,738,700	4,040,000	4,261,100
Total Operating Revenues	75,080,390	81,408,400	79,444,700	84,448,400
Non-Operating Revenues	6,053,135	2,134,800	2,130,000	2,396,900
Contributions (to) from Working Funds	0	0	0	1,270,400
Total Other Revenues	6,053,135	2,134,800	2,130,000	3,667,300
Total Water Revenues	\$81,133,525	\$83,543,200	\$81,574,700	\$88,115,700
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$38,944,300	\$41,670,400	\$41,670,400	\$45,004,000
Revenue from Other Govt. Agencies	5,335,422	4,530,000	4,130,000	4,530,000
Other Sewer Revenues	14,055,491	13,684,700	13,790,000	14,168,900
Sewer User Charge Revenues	7,274,780	6,826,000	7,230,000	11,038,400
Total Operating Revenues	65,609,993	66,711,100	66,820,400	74,741,300
Contributions (to) from Other Funds	0	2,114,000	0	4,235,900
Total Other Revenues	0	2,114,000	0	4,235,900
Total Sewer Revenues	\$65,609,993	\$68,825,100	\$66,820,400	\$78,977,200
Total Water and Sewer Revenues	\$146,743,518	\$152,368,300	\$148,395,100	\$167,092,900

Revenue Summary

Hydroelectric Revenues

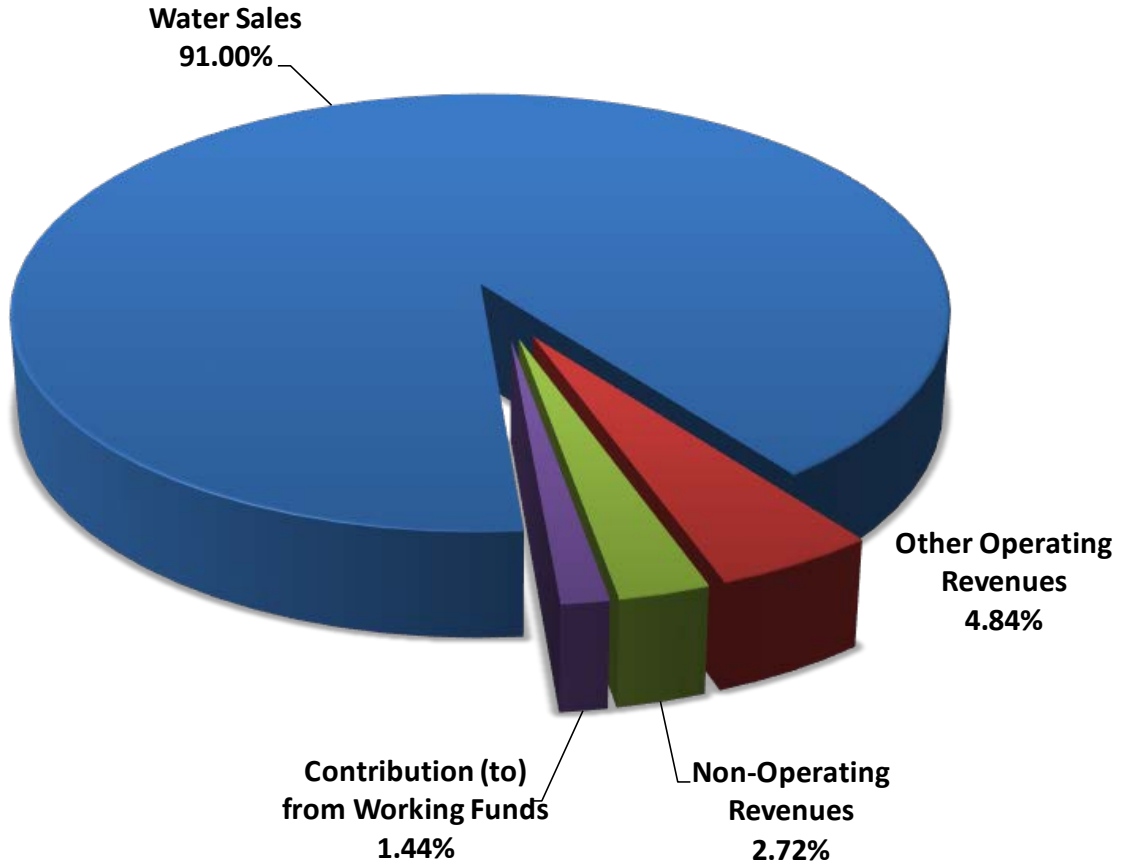
Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
HYDROELECTRIC REVENUES				
Power Sales	\$252,912	\$895,300	\$895,300	\$895,300
Total Hydroelectric Revenues	\$252,912	\$895,300	\$895,300	\$895,300

Water Utility Revenues

Water Sales
Other Operating Revenues
Non-operating Revenues
Contribution (to) from Working Funds

Water Utility Revenues

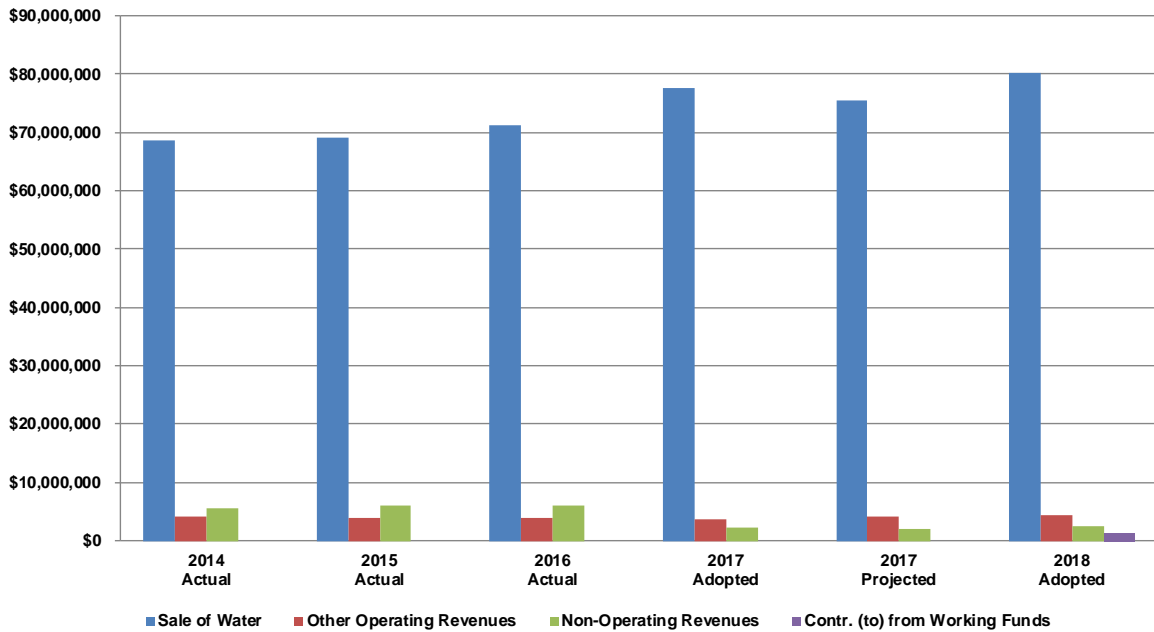
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$80,187,300	91.00%
Other Operating Revenues	4,261,100	4.84%
Non-Operating Revenues	2,396,900	2.72%
Contribution (to) from Working Funds	1,270,400	1.44%
Total Revenues:	\$88,115,700	100.00%

Water Utility Revenues

Five-Year Revenue Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Sale of Water	\$68,586,397	\$69,142,692	\$71,202,432	\$77,669,700	\$75,404,700	\$80,187,300
Other Operating Revenues	4,254,138	4,007,069	3,877,958	3,738,700	4,040,000	4,261,100
Non-Operating Revenues	5,641,472	5,942,864	6,053,135	2,134,800	2,130,000	2,396,900
Contr. (to) from Working Funds	0	0	0	0	0	1,270,400
	\$78,482,007	\$79,092,625	\$81,133,525	\$83,543,200	\$81,574,700	\$88,115,700

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 \$80,187,300, an overall increase of \$2,517,600 or 3.2% above the level adopted in support of 2017 operations. The anticipated revenue increase is directly related to the water rate increase. The water rate will increase to \$3.14 per CCF for 2018. Consumption is estimated at 18.4M CCF, which is a decrease of 1.6M CCF from the 2017 assumption.

Other Operating Revenues are projected to be \$4,261,100, an increase of \$522,400 or 14.0% due to an increase in *Water Billing Penalties* and the monthly rate for *Fire Protection Services*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>SALE OF WATER</u>					
<u>SERVICE CHARGES</u>					
(1)	Domestic	17,487,391	19,235,500	20,235,500	19,390,700
(2)	Commercial	1,657,051	1,957,100	1,957,100	1,957,000
450090	Industrial	278,541	354,600	354,600	354,600
(3)	Public Authorities	586,374	707,200	707,200	707,200
(4)	Other Water Companies	39,658	14,500	14,500	1,600
	Total	20,049,016	22,268,900	23,268,900	22,411,100
<u>WATER USE CHARGE</u>					
(5)	Domestic	\$33,386,352	\$37,422,800	\$33,782,800	\$36,123,200
(6)	Commercial	11,506,895	11,786,400	11,786,400	9,310,100
450085	Industrial	1,590,499	1,634,300	1,634,300	1,101,800
(7)	Public Authorities	2,997,029	3,200,000	3,200,000	9,603,000
(8)	Other Water Companies	1,672,641	1,357,300	1,732,300	1,638,100
	Total	51,153,416	55,400,800	52,135,800	57,776,200
<u>OTHER OPERATING REVENUES</u>					
(9)	Hydrant Maintenance	\$1,156,524	\$1,135,700	\$1,197,000	\$1,167,000
450200	Fire Protection Services	1,780,239	1,903,000	1,903,000	2,165,000
450210	Water Billing Penalties	941,195	700,000	940,000	929,100
	Total	3,877,958	3,738,700	4,040,000	4,261,100
Total Operating Revenues		\$75,080,390	\$81,408,400	\$79,444,700	\$84,448,400

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

Non-Operating Revenues

Source Description

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 2018 are \$2,396,900 an increase of \$262,100 from the level adopted for 2017, primarily a result of an increase in *Interest Income*, *Developer P/R Mat Equip* and *Sale of Material/Equipment*, offset by a decrease in *Nor Other Misc*.

Water Utility Revenues

Other Non-Operating Revenues

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>NON-OPERATING REVENUES</u>					
Interest Income					
440005	Interest Income	\$40,783	\$46,400	\$100,000	\$193,700
450235	Main Pipe Assessments	64,801	80,000	80,000	80,000
	Total	105,584	126,400	180,000	273,700
410025	Special Sewer Service Charge	(14,740)	0	0	0
450015	HQ Rental Fees	4,283	5,000	5,000	5,000
450020	Bill Job P/R & Materials	95,053	75,000	75,000	75,000
450025	Developers P/R Mat Equip	104,416	65,000	300,000	300,000
450030	Bill Job & Dev P/R Additives	44,534	30,000	30,000	30,000
450052	Bad Check Fees	30,300	35,000	35,000	35,000
450215	Property Rents	139,007	146,800	146,800	151,200
450220	Sale of Material/Equipment	122,845	70,000	120,000	120,000
450240	Indirect Costs	42,384	20,000	20,000	20,000
450245	Short-Term Bill Jobs	171,659	75,000	75,000	75,000
450250	Long-Term Bill Jobs	407,203	350,000	250,000	350,000
450260	Recreation Income	63,136	75,000	75,000	75,000
450280	Forestry Operations	256,993	260,000	260,000	260,000
450285	Nor Other Misc	209,046	400,000	156,600	200,000
450288	Collection/Liens	379,917	374,600	374,600	400,000
450305	Outlet Charges	3,635	10,000	10,000	10,000
450325	Nor Misc Non Oper Revenue	488	0	0	0
450345	Vendor Discount Revenue	2,659	1,000	1,000	1,000
450403	Contributed Capital - Mains	3,871,137	0	0	0
450410	CAC - Hydrant	10,700	15,000	15,000	15,000
450430	CAC - High Pressure	2,898	1,000	1,000	1,000
	Total Non-Operating Revenues	\$6,053,135	\$2,134,800	\$2,130,000	\$2,396,900

Water Utility Revenues

Other Non-Operating Revenues

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	Contributions (to) from Other Funds				
600001	Debt Service Fund	0	0	0	1,270,400
	Total	0	0	0	1,270,400

Source Description

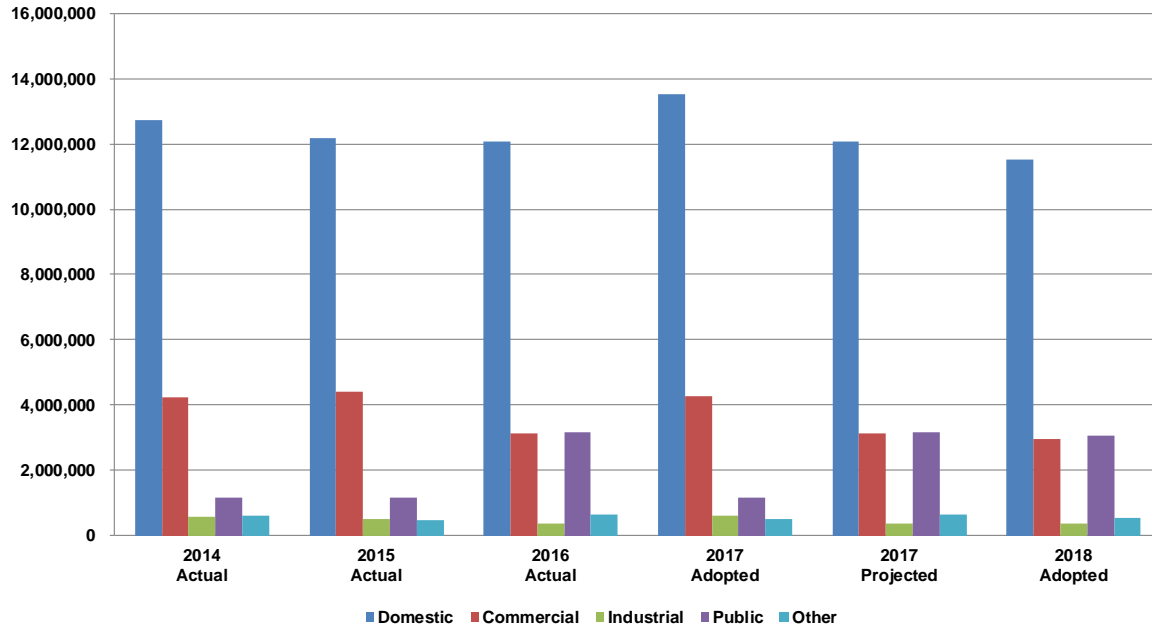
Sound financial management practices call for the maintenance of a cash reserve sufficient to withstand a shortfall in revenues and/or increases in unanticipated expenditures. The District's policy is to use a portion of these funds, if available, in support of operations while maintaining a prudent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

Budget Commentary

Other Non-Operating Revenues increase in 2018 is due to Contributions from the Debt Service Fund.

Water Utility Revenues

Water Consumption by Customer Class (CCF)*



	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Domestic	12,733,366	12,167,330	12,086,600	13,510,000	12,086,600	11,504,200
Commercial	4,229,883	4,408,153	3,121,000	4,255,000	3,121,000	2,965,000
Industrial	574,511	514,595	363,600	590,000	363,600	350,900
Public	1,164,689	1,171,559	3,165,700	1,155,000	3,165,700	3,058,300
Other	616,383	483,006	630,400	490,000	630,400	521,700
Total	19,318,832	18,744,643	19,367,300	20,000,000	19,367,300	18,400,100

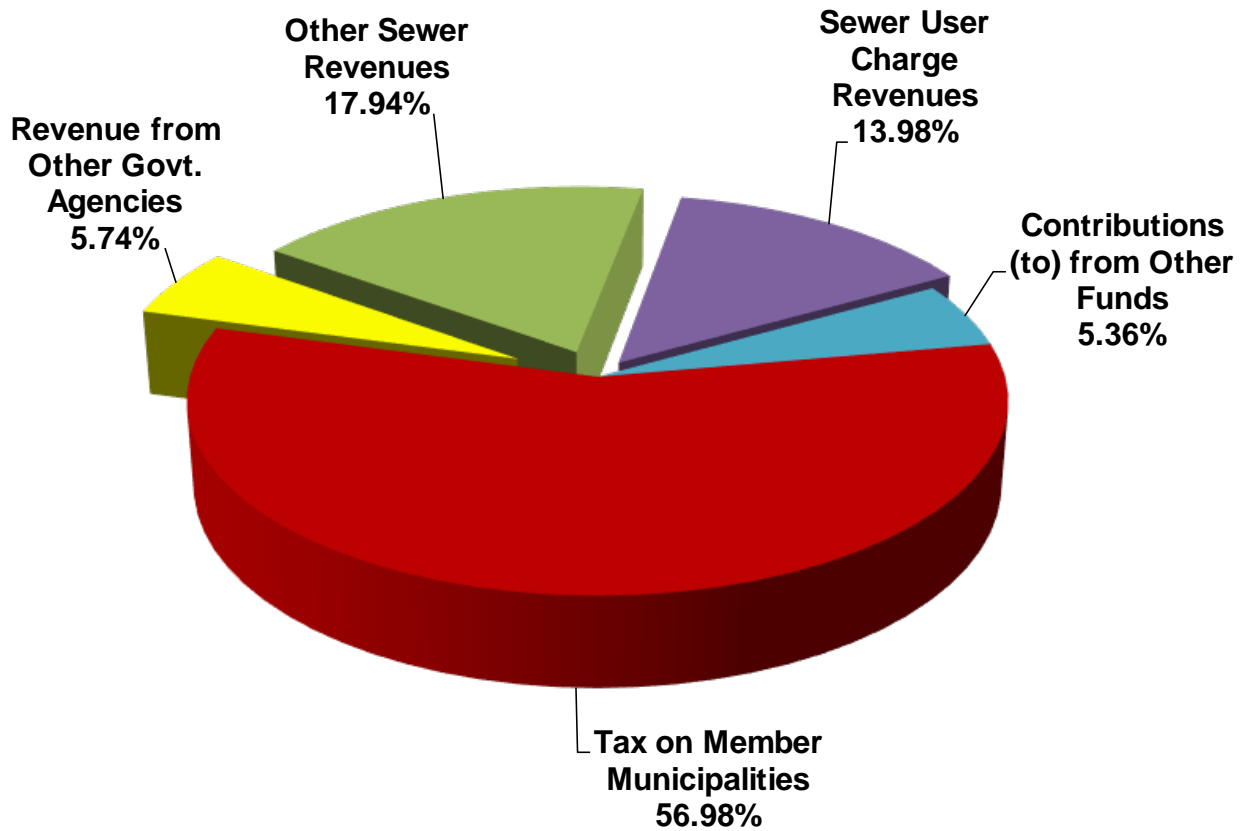
* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

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

Sewer Revenues

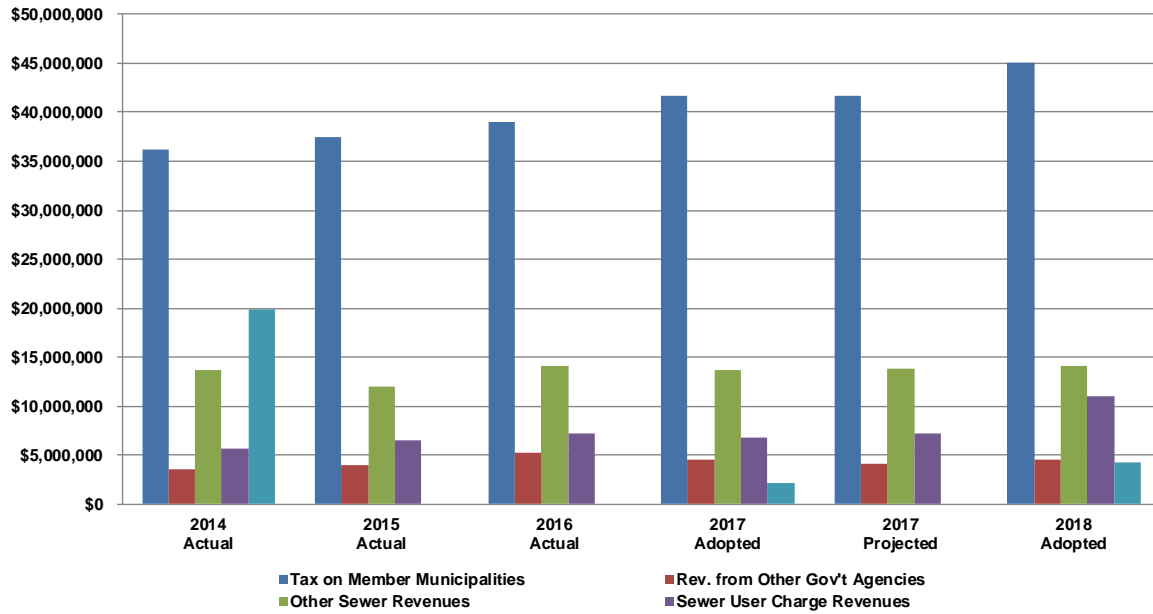
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$45,004,000	56.98%
Revenue from Other Govt. Agencies	4,530,000	5.74%
Other Sewer Revenues	14,168,900	17.94%
Sewer User Charge Revenues	11,038,400	13.98%
Contributions (to) from Other Funds	4,235,900	5.36%
Total Revenues:	\$78,977,200	100.00%

Sewer Revenues

Five-Year Revenue Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Tax on Member Municipalities	\$36,156,600	\$37,446,400	\$38,944,300	\$41,670,400	\$41,670,400	\$45,004,000
Rev. from Other Gov't Agencies	3,547,471	4,028,473	5,335,422	4,530,000	4,130,000	4,530,000
Other Sewer Revenues	13,703,090	12,062,880	14,055,491	13,684,700	13,790,000	14,168,900
Sewer User Charge Revenues	5,733,380	6,513,556	7,274,780	6,826,000	7,230,000	11,038,400
Contrib. (to) from Other Funds	19,931,392	0	0	2,114,000	0	4,235,900
Total	\$79,071,934	\$60,051,310	\$65,609,993	\$68,825,100	\$66,820,400	\$78,977,200

Sewer Revenues

Tax on Member Municipalities

Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
MEMBER MUNICIPALITIES				
Total	38,944,300	41,670,400	41,670,400	45,004,000

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 2018 will be equivalent to 50% of the total 2017 tax levy. This amount (when paid) will be subtracted from the total 2018 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

The adopted Tax on Member Municipalities totals \$45,004,000, which is \$3,333,600 or 8.0% higher than the tax levy adopted for 2017.

Sewer Revenues

Tax on Member Municipalities

Tax History by Town	2014	2015	2016	2017	2018
Hartford	\$10,374,400	\$10,298,600	\$10,174,900	\$10,963,200	\$11,550,400
East Hartford	\$4,213,200	\$4,490,100	\$4,762,000	\$5,059,400	\$5,486,600
Newington	\$3,132,300	\$3,287,300	\$3,508,400	\$3,752,900	\$4,120,900
Wethersfield	\$2,824,400	\$3,022,000	\$3,207,700	\$3,408,200	\$3,707,800
Windsor	\$3,111,900	\$3,222,600	\$3,404,700	\$3,656,900	\$4,001,500
Bloomfield	\$2,612,500	\$2,752,400	\$2,936,000	\$3,067,100	\$3,256,200
Rocky Hill	\$2,089,100	\$2,153,700	\$2,239,700	\$2,475,800	\$2,712,500
West Hartford	\$7,798,800	\$8,219,700	\$8,710,900	\$9,286,900	\$10,168,100
Total	\$36,156,600	\$37,446,400	\$38,944,300	\$41,670,400	\$45,004,000

Tax Percentage	2014	2015	2016	2017	2018
Hartford	28.69%	27.50%	26.13%	26.31%	25.67%
East Hartford	11.65%	11.99%	12.23%	12.14%	12.19%
Newington	8.66%	8.78%	9.01%	9.01%	9.16%
Wethersfield	7.81%	8.07%	8.24%	8.18%	8.24%
Windsor	8.61%	8.61%	8.74%	8.78%	8.89%
Bloomfield	7.23%	7.35%	7.54%	7.36%	7.24%
Rocky Hill	5.78%	5.75%	5.75%	5.94%	6.03%
West Hartford	21.57%	21.95%	22.36%	22.28%	22.58%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/17/2018	4/18/2018	7/18/2018	10/17/2018	Total
Hartford	\$2,740,800	\$2,740,800	\$3,034,400	\$3,034,400	\$11,550,400
East Hartford	1,264,850	1,264,850	1,478,450	1,478,450	5,486,600
Newington	938,225	938,225	1,122,225	1,122,225	4,120,900
Wethersfield	852,050	852,050	1,001,850	1,001,850	3,707,800
Windsor	914,225	914,225	1,086,525	1,086,525	4,001,500
Bloomfield	766,775	766,775	861,325	861,325	3,256,200
Rocky Hill	618,950	618,950	737,300	737,300	2,712,500
West Hartford	2,321,725	2,321,725	2,762,325	2,762,325	10,168,100
Total	\$10,417,600	\$10,417,600	\$12,084,400	\$12,084,400	\$45,004,000

Sewer Revenues

Other Government Agencies

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>OTHER GOVERNMENT AGENCIES</u>					
450000	Sludge Handling Services	\$5,314,109	\$4,500,000	\$4,100,000	\$4,500,000
450010	Household Hazardous Waste Disposal	21,313	30,000	30,000	30,000
	Total	5,335,422	4,530,000	4,130,000	4,530,000

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 2018 is projected to be \$4,530,000, which is unchanged from the level adopted for 2017.

Sewer Revenues

Other Sewer Revenues

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>OTHER SEWER REVENUES</u>					
430023	Refund/Reimbursements	204,240	0	0	0
450005	Septage Fees	1,293,017	1,170,000	1,698,400	750,000
450007	FOG Charges	122,960	97,600	97,600	125,000
450008	Groundwater Remediation	1,472,155	2,550,000	1,400,000	2,550,000
450015	Headquarters Rental Fees	6,389	5,000	5,000	5,000
450020	Bill Jobs Revenue, Payroll, Mat., Equip.	9,290	5,000	5,000	5,000
450025	Developers Rev., Payroll, Mat., Equip.	194,351	30,000	500,000	575,000
450030	Payroll Act. for Developers and Bill Jobs	5,910	5,000	5,000	5,000
450215	Property Rents	124,057	150,000	150,000	153,800
450220	Sale of Material/Equipment	116,204	20,000	95,000	88,000
450240	Indirect Costs	5,089	5,000	5,000	5,000
450242	PM Unit	10,290,996	9,291,000	9,291,000	9,291,000
450245	Short Term Bill Jobs	12,215	5,000	5,000	5,000
450250	Long Term Bill Jobs	17,918	10,000	10,000	10,000
450285	Other Miscellaneous	107,096	300,000	150,000	150,000
450288	Collection/Liens	0	1,000	1,000	1,000
450295	Non-Recurring Revenue	795	0	0	0
450345	Vendor Discount Rev	684	100	0	100
	Total	13,983,366	13,644,700	13,418,000	13,718,900
<u>INVESTMENT INCOME</u>					
Interest	General Fund Investment Income	72,125	40,000	372,000	450,000
	Total	72,125	40,000	372,000	450,000

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.
- *Payroll Additives*: recovered employee benefit costs charged on bill jobs.
- *Property Rents*: revenue derived from the rental of space for cellular service antennae.

Sewer Revenues

Other Sewer Revenues

- *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*: is reflective of historical revenues.

Budget Commentary

Total *Other Sewer Revenues* for 2018 are projected to be \$13,718,900 which is an increase of \$74,200 or 0.5% from the level adopted for 2017.

The increase is primarily the result of *Developers Rev.*, *Payroll Mat, Equip, Sale of Material/Equipment*, offset by decreases in *Septage* and *Other Miscellaneous* allotments.

Sewer Revenues

Sewer User Charge

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
OTHER USER REVENUE					
(1)	High Flow Users (Net of Reserves)	\$1,515,389	\$1,998,000	\$1,700,000	\$1,859,200
420050	Customer Service Charge	0	0	0	3,320,800
420000	Non-Municipal Tax Exempt Properties	3,838,195	3,433,800	3,450,800	4,030,900
420010	High Strength	653,003	670,000	670,000	718,300
420020	Town of Manchester	66,997	112,700	112,700	132,800
420030	Town of South Windsor	11,267	15,900	15,900	17,500
420035	Town of Farmington	263,459	85,400	85,400	94,000
420040	Bradley/Hamilton Standard/East Granby	1,070,604	375,000	900,000	629,200
420045	Landfill Discharge Fees	(190,834)	120,000	120,000	120,000
420047	Town of Cromwell	4,437	5,200	5,200	5,700
450210	Forfeited Discounts	42,262	10,000	170,000	110,000
	Total	7,274,780	6,826,000	7,230,000	11,038,400
Total Operating Revenues		\$46,219,080	\$48,496,400	\$48,900,400	\$56,042,400

(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 revenues are projected to be \$11,038,400 which is an increase of \$4,212,400 or 61.7% above the revenue level adopted for 2017.

- Primarily a result of an increase in the *Sewer User Charge* rate and the establishment of a *Customer Service Charge*.

Sewer Revenues

Other Financing Sources

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
	Contributions (to) from Other Funds				
600001	Debt Service Fund	\$0	\$2,114,000	\$0	\$2,451,500
600004	Assessable Fund	0	0	0	1,784,400
	Total	0	2,114,000	0	4,235,900

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 2018 budget has increased to meet the anticipated need for the coming year.

Sewer Revenues

Designated From Surplus

Description	2016 Actual	2017 Adopted	2017 Projected	2018 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

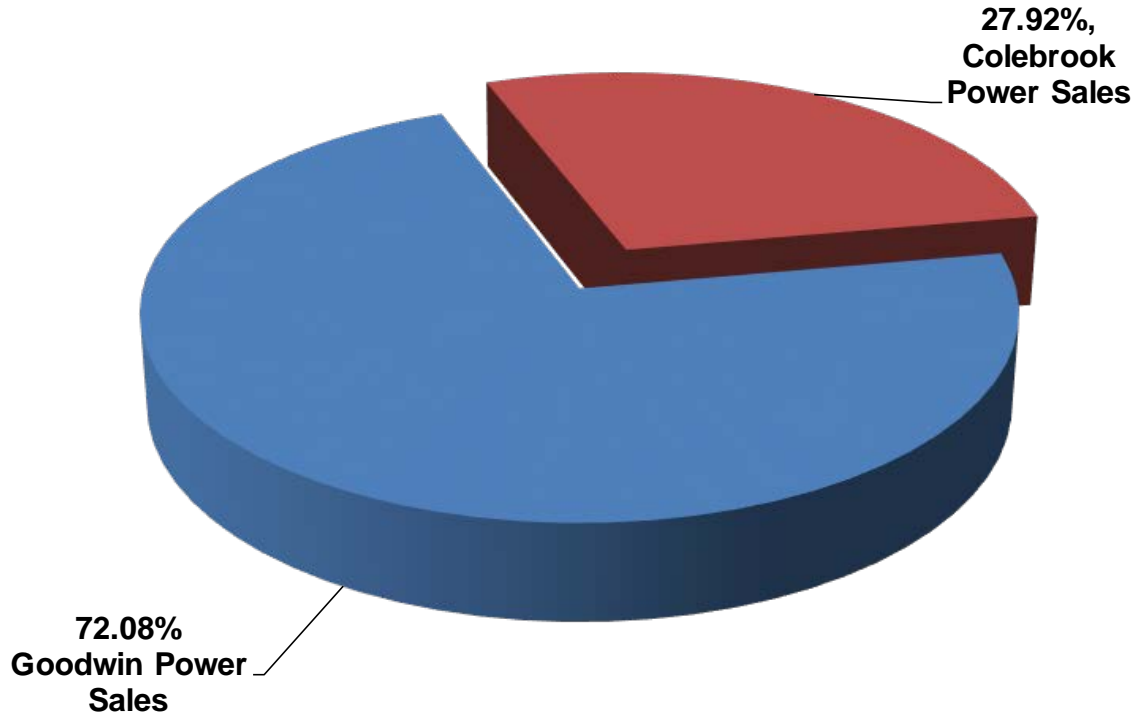
It is anticipated that there will be no use of surplus funds available to support the 2018 budget expenditures.

Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales
Other Hydroelectric Revenues

Hydroelectric Revenues

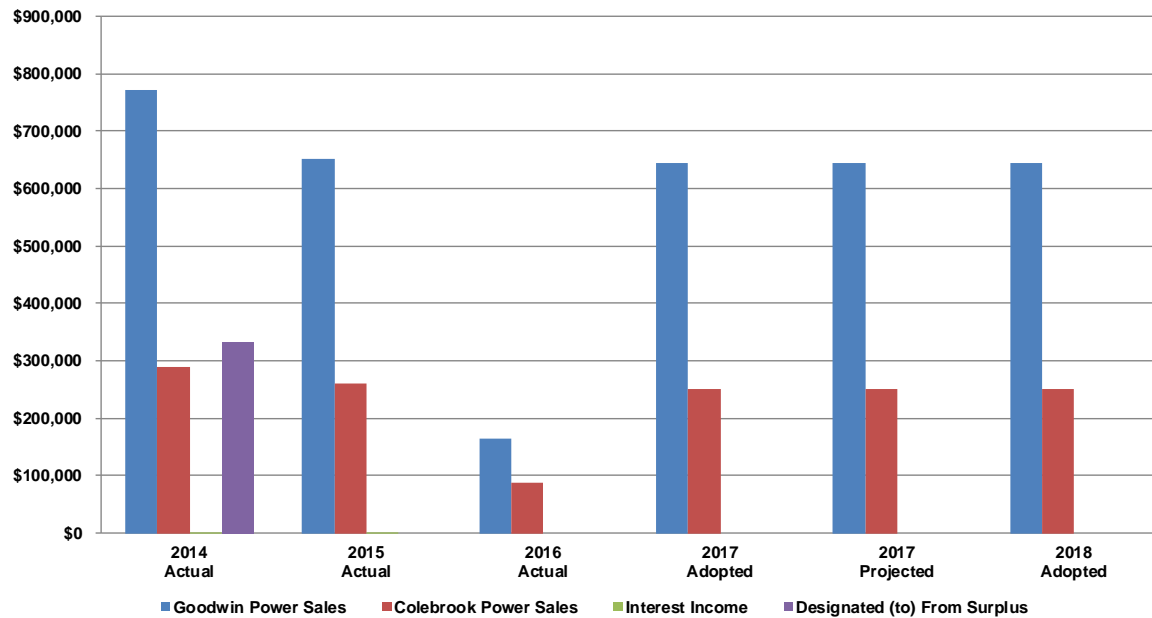
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Goodwin Power Sales	\$645,300	72.08%
Colebrook Power Sales	250,000	27.92%
Total Revenues:	\$895,300	100.00%

Hydroelectric Revenues

Five-Year Revenue Trend



	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Goodwin Power Sales	\$772,914	\$652,278	\$164,081	\$645,300	\$645,300	\$645,300
Colebrook Power Sales	290,511	259,884	88,831	250,000	250,000	250,000
Interest Income	4	105	0	0	0	0
Other Misc. Nonrecurring Revenue	0	9,878	0	0	0	0
Designated (to) From Surplus	333,336	0	0	0	0	0
Total	\$1,396,764	\$922,145	\$252,912	\$895,300	\$895,300	\$895,300

Hydroelectric Revenues

Summary

Commitment Item	Description	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
<u>HYDROELECTRIC REVENUES</u>					
Power Sales					
450320	Goodwin Power Sales	\$164,081	\$645,300	\$645,300	\$645,300
450321	Colebrook Power Sales	88,831	250,000	250,000	250,000
Total Revenues		<u>\$252,912</u>	<u>\$895,300</u>	<u>\$895,300</u>	<u>\$895,300</u>

Source Profile

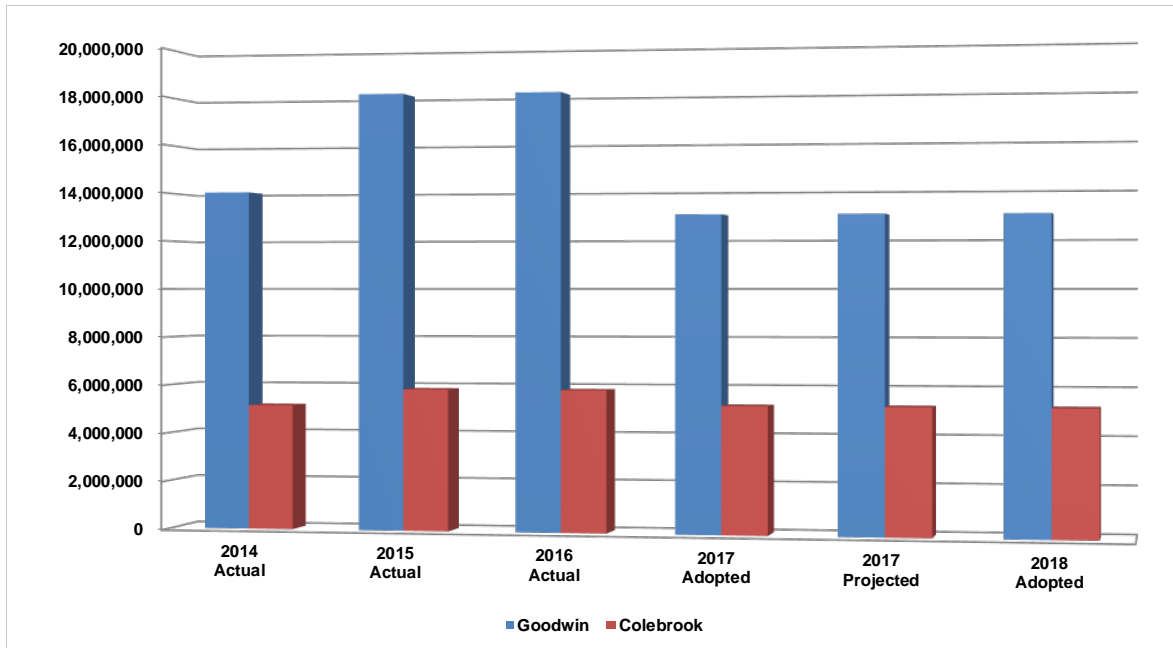
Revenue in support of hydroelectric expenditures is derived from: the sale of power produced at the District's Goodwin and Colebrook Hydroelectric power facilities; interest earned from the investment of available cash; and surplus funds (if available) designated to support the expenditure budget.

Budget Highlights

The 2018 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 \$895,300 remains unchanged from the level adopted for 2017.

Hydroelectric Revenues

Power Generation by Kilowatt Hours



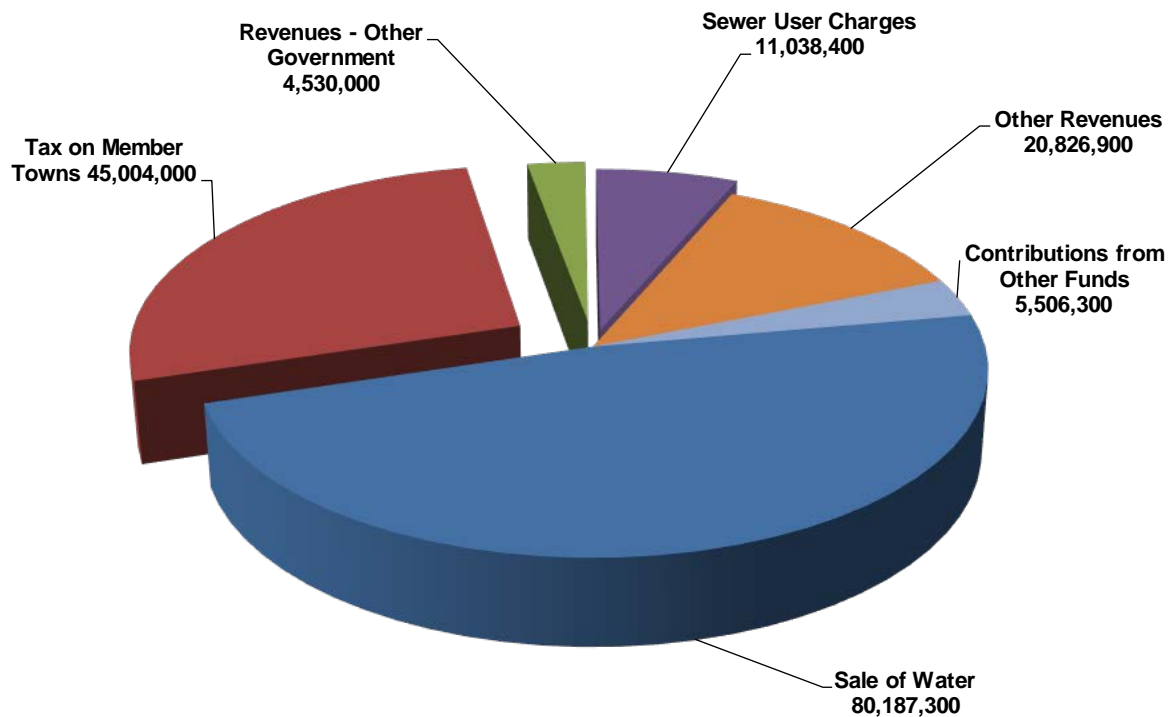
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	2017 Projected	2018 Adopted
Goodwin	14,029,702	18,066,400	18,066,400	13,027,000	13,027,000	13,027,000
Colebrook	5,150,218	5,846,120	5,846,120	5,243,000	5,243,000	5,243,000
Total	19,179,920	23,912,520	23,912,520	18,270,000	18,270,000	18,270,000

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



Sale of Water

Domestic	21.62%
Commercial	5.57%
Industrial	0.66%
Public Authorities/Other	6.73%
Customer Service Charge	13.41%
Surcharge Non-Member Towns	1.10%
Special Surcharge Non-Member Towns	0.11%
Total Sale of Water	49.20%

Town Tax

Hartford	6.91%
East Hartford	3.28%
Newington	2.47%
Wethersfield	2.22%
Windsor	2.39%
Bloomfield	1.95%
Rocky Hill	1.62%
West Hartford	6.09%
Total	26.93%

\$167,092,900

Exhibits

Tax Computation Schedule

2018 Tax Computation Schedule
Average Annual Receipts from Taxation on Member Towns
for the Three Year Period Ending Previous to July 1, 2017

Municipality	Year	Amount	Average	% of Total	2018 Tax	2017 Tax	Change	% Change
Hartford	2015	260,640,000						
	2016	266,870,000						
	2017	<u>255,983,527</u>						
	Total	783,493,527	261,164,509	25.665300%	11,550,400	10,963,200	587,200	5.36%
East Hartford	2015	122,150,000						
	2016	124,808,000						
	2017	<u>125,213,668</u>						
	Total	372,171,668	124,057,223	12.191418%	5,486,600	5,059,400	427,200	8.44%
Newington	2015	89,177,000						
	2016	92,240,000						
	2017	<u>98,114,061</u>						
	Total	279,531,061	93,177,020	9.156742%	4,120,900	3,752,900	368,000	9.81%
Wethersfield	2015	81,635,554						
	2016	84,391,703						
	2017	<u>85,481,034</u>						
	Total	251,508,291	83,836,097	8.238786%	3,707,800	3,408,200	299,600	8.79%
Windsor	2015	87,600,034						
	2016	89,012,808						
	2017	<u>94,816,366</u>						
	Total	271,429,208	90,476,403	8.891346%	4,001,500	3,656,900	344,600	9.42%
Bloomfield	2015	72,644,940						
	2016	73,563,398						
	2017	<u>74,669,850</u>						
	Total	220,878,188	73,626,063	7.235420%	3,256,200	3,067,100	189,100	6.17%
Rocky Hill	2015	59,840,000						
	2016	60,302,000						
	2017	<u>63,851,147</u>						
	Total	183,993,147	61,331,049	6.027158%	2,712,500	2,475,800	236,700	9.56%
West Hartford	2015	223,062,000						
	2016	229,630,000						
	2017	<u>237,037,698</u>						
	Total	689,729,698	229,909,899	22.593830%	10,168,100	9,286,900	881,200	9.49%
Total Taxation: Member Towns:			1,017,578,263	100.00%	45,004,000	41,670,400	3,333,600	8.00%

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 2018 tax due in the first half of the coming year is equivalent to 50% of the total 2017 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 2018 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: 2014/2016 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)
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
2017	\$2.77	\$1.00
2018	\$3.14	\$1.50

Exhibits

HISTORICAL WATER SURCHARGES

	<u>2014</u>		<u>2015</u>		<u>2016</u>		<u>2017</u>		<u>2018</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"	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44	\$14.98	\$44.94	\$14.98	\$44.94
3/4"	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44	\$14.98	\$44.94	\$14.98	\$44.94
1"	\$13.48	\$40.44	\$13.48	\$40.44	\$13.48	\$40.44	\$14.98	\$44.94	\$14.98	\$44.94
1 1/2"	\$28.29	\$84.87	\$20.50	\$61.50	\$20.50	\$61.50	\$48.60	\$145.80	\$48.60	\$145.80
2"	\$28.29	\$84.87	\$32.98	\$98.94	\$32.98	\$98.94	\$77.80	\$233.40	\$77.80	\$233.40
3"	\$183.52	\$550.56	\$125.21	\$375.63	\$125.21	\$375.63	\$145.89	\$437.67	\$145.89	\$437.67
4"	\$183.52	\$550.56	\$159.20	\$477.60	\$159.20	\$477.60	\$243.55	\$730.65	\$243.55	\$730.65
6"	\$183.52	\$550.56	\$511.79	\$1,535.37	\$511.79	\$1,535.37	\$486.07	\$1,458.21	\$486.07	\$1,458.21
8"	\$183.52	\$550.56	\$601.85	\$1,805.55	\$601.85	\$1,805.55	\$771.16	\$2,313.48	\$771.16	\$2,313.48
10"	\$184.52	\$553.56	\$619.05	\$1,857.15	\$619.05	\$1,857.15	\$1,777.77	\$5,333.31	\$1,777.77	\$5,333.31
12"	\$183.52	\$550.56	\$1,083.33	\$3,249.99	\$1,083.33	\$3,249.99	\$1,896.38	\$5,689.14	\$1,896.38	\$5,689.14
<u>Surcharge Outside the Metropolitan District (SEC. W1c)</u>										
Size of Meter										
5/8"	\$16.58	\$49.74	\$13.48	\$40.44	\$13.48	\$40.44	\$14.98	\$44.94	\$14.98	\$44.94
3/4"	\$18.58	\$55.74	\$13.48	\$40.44	\$13.48	\$40.44	\$14.98	\$44.94	\$14.98	\$44.94
1"	\$23.20	\$69.60	\$13.48	\$40.44	\$13.48	\$40.44	\$14.98	\$44.94	\$14.98	\$44.94
1 1/2"	\$29.89	\$89.67	\$20.50	\$61.50	\$20.50	\$61.50	\$48.60	\$145.80	\$48.60	\$145.80
2"	\$48.14	\$144.42	\$32.98	\$98.94	\$32.98	\$98.94	\$77.80	\$233.40	\$77.80	\$233.40
3"	\$182.49	\$547.47	\$125.21	\$375.63	\$125.21	\$375.63	\$145.89	\$437.67	\$145.89	\$437.67
4"	\$232.39	\$697.17	\$159.20	\$477.60	\$159.20	\$477.60	\$243.55	\$730.65	\$243.55	\$730.65
6"	\$344.57	\$1,033.71	\$511.79	\$1,535.37	\$511.79	\$1,535.37	\$486.07	\$1,458.21	\$486.07	\$1,458.21
8"	\$479.04	\$1,437.12	\$601.85	\$1,805.55	\$601.85	\$1,805.55	\$771.16	\$2,313.48	\$771.16	\$2,313.48
10"	\$479.04	\$1,437.12	\$619.05	\$1,857.15	\$619.05	\$1,857.15	\$1,777.77	\$5,333.31	\$1,777.77	\$5,333.31
12"	\$724.75	\$2,174.26	\$1,083.33	\$3,250.00	\$1,083.33	\$3,250.00	\$1,896.38	\$5,689.14	\$1,896.38	\$5,689.14
<u>Charges for Private Fire Protection Service (SEC. W6f)</u>										
Size of Meter										
2"	\$14.38	\$43.14	\$14.38	\$43.14	\$14.38	\$43.14	\$15.75	\$47.25	\$17.91	\$53.73
3"	\$18.72	\$56.16	\$18.72	\$56.16	\$18.72	\$56.16	\$20.49	\$61.47	\$23.30	\$69.90
4"	\$28.10	\$84.30	\$28.10	\$84.30	\$28.10	\$84.30	\$30.76	\$92.28	\$34.98	\$104.94
6"	\$47.12	\$141.36	\$47.12	\$141.36	\$47.12	\$141.36	\$51.59	\$154.77	\$58.67	\$176.01
8"	\$70.85	\$212.55	\$70.85	\$212.55	\$70.85	\$212.55	\$77.57	\$232.71	\$88.21	\$264.63
10"	\$118.65	\$355.95	\$118.65	\$355.95	\$118.65	\$355.95	\$129.91	\$389.73	\$147.73	\$443.19
12"	\$166.87	\$500.61	\$166.87	\$500.61	\$166.87	\$500.61	\$182.70	\$548.10	\$207.76	\$623.28

Exhibits

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

<u>Water Assessment Rates and Other Related Charges:</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Main Pipe Assessment (per ft)	\$41.00	\$95.00	\$77.00
Service Pipe Taps (Does not include materials)			
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	\$1,400.00	\$1,400.00	\$1,400.00
4" Service Tap with 2" Meter	\$1,450.00	\$1,450.00	\$1,450.00
4" Service Tap with 3" Meter	\$1,580.00	\$1,580.00	\$1,580.00
6" Service Tap with 4" Meter	\$1,780.00	\$1,780.00	\$1,780.00
8" Service Tap with 6" Meter	\$2,400.00	\$2,400.00	\$2,400.00
10" Service Tap with 8" Meter	\$3,370.00	\$3,370.00	\$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>2016</u>	<u>2017</u>	<u>2018</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>2016</u>	<u>2017</u>	<u>2018</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	\$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)	\$200.00	\$200.00	\$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	\$95.00	\$95.00	\$95.00
2" Meter & Larger	\$240.00	\$240.00	\$240.00
Backflow Prevention Device Testing	\$90.00	\$90.00	\$90.00
Service Call 1st visit free	N/A	N/A	N/A
Service Call - Subsequent visits	\$90.00	\$90.00	\$90.00
Closing Meter Read Fee (per visit)	\$90.00	\$90.00	\$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	\$500.00	\$500.00	\$500.00
Subsequent Offense	\$1,000.00	\$1,000.00	\$1,000.00
Water Service Installation Charge	N/A	\$1,800.00	\$1,800.00

Exhibits

HISTORICAL RATES

Year Adopted	Member Town Ad Valorem	Sewer Rates (Per CCF)	BOD Rates (Per CCF)	COD Rates (Per CCF)	Suspended Solids Rates (Per CCF)	Clean Water Project Charge (Per CCF)
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	\$ 37,446,400	\$2.75	\$0.33	\$0.33	\$0.27	\$2.90
2016	\$ 38,944,300	\$2.86	\$0.34	\$0.34	\$0.28	\$3.25
2017	\$ 41,670,400	\$3.06	\$0.36	\$0.30	\$0.30	\$3.50
2018	\$ 45,004,000	\$3.37	\$0.40	\$0.40	\$0.33	\$3.80

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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>CAGR</u>	<u>2017-2018</u> <u>Change</u>
Ad Valorem	\$36,156,600	\$37,446,400	\$38,944,300	\$41,670,400	\$45,004,000	5.6%	8.0%
Sewer Debt Service	\$37,914,700	\$19,728,000	\$20,865,100	\$22,668,800	\$28,519,400	-6.9%	25.8%
Total Sewer Budget	\$80,716,300	\$62,399,200	\$68,314,200	\$68,825,100	\$78,977,200	-0.5%	14.8%
Sewer User Charge	\$ 2.62	\$ 2.75	\$ 2.86	\$ 3.06	\$ 3.37	6.5%	10.1%
Base Water Rate	\$ 2.53	\$ 2.53	\$ 2.66	\$ 2.77	\$ 3.14	5.5%	13.4%
Water Debt Service	\$14,720,500	\$17,321,500	\$22,708,200	\$26,029,500	\$28,221,900	17.7%	8.4%
Total Water Budget	\$70,204,300	\$81,054,200	\$80,973,200	\$83,543,200	\$88,115,700	5.8%	5.5%
Headcount	549	559	548	512	489	-2.9%	-4.5%

CAGR: $=((\text{End Value}/\text{Start Value})^{1/(\text{Periods} - 1)}) - 1$

Exhibits

HISTORICAL HEADCOUNT

<u>Budget</u>	<u>2017</u>	<u>2018</u>	<u>Change</u>
Operating	425	411	-14
Capital Improvement	87	78	-9
Clean Water Project	<u>0</u>	<u>0</u>	<u>0</u>
Total	512	489	-23

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.

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.

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.

Glossary

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.

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).

Glossary

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.

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.

Glossary

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.

2018 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.

CCTV Generated Sewer Construction	7,000,000
WPC Infrastructure Rehabilitation & Upgrades	5,200,000

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.

Buckingham St. Area WMR, Hartford	7,000,000
Water Main Replacement Program, Various Locations	5,000,000
Madison Ave. Area WMR, Hartford	5,000,000

2018 Capital Improvement Program

Summary

Five-Year Capital Improvement Program

It is anticipated that the District will continue to complete projects associated with the Clean Water Project during 2018. 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.

2018 Capital Improvement Program

Summary

Wastewater	2018	2019	2020	2021	2022
General Purpose Sewer	\$ 5,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Paving Program and Restoration	3,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Sewer Rehabilitation Program	4,600,000	3,000,000	3,300,000	3,300,000	3,300,000
Various Sewer Pipe Replacement/Rehabilitations Program	4,000,000	4,000,000	5,000,000	5,000,000	5,000,000
CCTV Generated Sewer Construction	7,000,000	-	10,000,000	-	-
Assessable Sewer Program	-	50,000	50,000	-	-
Backwater Valve Program	-	25,000	25,000	-	-
Renewable Energy Projects – Sewer Facilities	-	-	-	3,000,000	-
Private Property Inflow Disconnect Program	-	25,000	25,000	-	-
Madison Avenue Area Sewer Replacement, Hartford	2,000,000	-	-	-	-
Oakwood Avenue, West Hartford (I-84 to Flatbush Ave) Phase II	-	2,500,000	-	-	-
Dividend Brook Drainage Area (Phase 2)	-	5,000,000	-	-	-
Dividend Brook Drainage Area (Phase 3)	-	7,500,000	-	-	-
Folly Brook Sewershed I/I Removal	-	-	-	10,000,000	-
West Hartford I/I Removal	-	-	-	5,000,000	5,000,000
Windsor I/I Removal	-	-	-	-	5,000,000
Mountain Farms Area Sewer Main Extension, West Hartford	-	-	-	-	10,500,000
WPC Facilities Infrastructure Rehabilitation, Upgrades & Replacements	5,200,000	5,200,000	5,400,000	5,500,000	4,500,000
East Hartford WPCF DO Control & SCADA Upgrades - Phase 3B	-	7,700,000	-	-	-
WPC SCADA & Electrical Systems Upgrades	-	4,000,000	-	4,500,000	-
Hartford WPCF Sludge Cake Receiving, Screening & Equalization	-	-	20,000,000	-	-
Hartford WPCF Centrifuge Replacement & Overhead Crane	-	-	4,000,000	-	-
East Hartford WPCF Plant Infrastructure Renewal & Replacements	-	-	-	3,750,000	-
Total Wastewater	\$30,800,000	\$44,000,000	\$52,800,000	\$ 45,050,000	\$ 38,300,000

2018 Capital Improvement Program

Summary

Water	2018	2019	2020	2021	2022
General Purpose Water Program	\$ 2,000,000	\$ 3,500,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
Paving Program and Restoration	4,000,000	3,000,000	3,000,000	3,000,000	4,000,000
Radio Frequency Automated Meter Reading Program	1,000,000	1,500,000	2,000,000	1,500,000	2,000,000
Hydrant Replacement Program	-	-	1,600,000	-	1,600,000
Assessable Water Fund	-	-	1,000,000	-	1,000,000
Renewable Energy Projects - Water Facilities	-	-	500,000	-	500,000
Water Main Replacement Program, Various Locations	5,000,000	-	5,000,000	-	5,000,000
WMR Madison Avenue Area, Hartford	5,000,000	-	-	-	-
WMR Buckingham Street Area, Hartford	7,000,000	-	-	-	-
WMR Oakwood Avenue, West Hartford	-	3,000,000	-	-	-
WMR Farmington Avenue 11, Hartford	-	4,700,000	-	-	-
WMR Church Street, Hartford	-	2,000,000	-	-	-
Bloomfield Transmission Main Extension - Phase II	-	7,500,000	-	-	-
WMR Webster Hill Area, West Hartford	-	-	-	5,000,000	-
Long Hill Road Connector WM, South Windsor	-	-	2,500,000	-	-
WTF Infrastructure Rehabilitation, Upgrades & Replacements	2,200,000	3,000,000	3,500,000	3,000,000	3,500,000
WHWTF South Storage Tank Installation	-	1,000,000	6,000,000	-	-
WHWTF Filter Bed Rehabilitation	-	-	2,000,000	-	-
Water Supply Improvements - Facilities	-	-	-	3,000,000	3,000,000
Richards Corner Outlet Channel Improvement	-	2,000,000	-	-	-
Reservoir #3 Dam Improvements	-	-	4,000,000	-	-
Land Acquisition for Water Facilities, Supply and Treatment	-	-	1,000,000	-	1,000,000
Water Storage Tank Improvement	-	-	1,000,000	-	1,000,000
Water Pump Stations Improvements	-	-	-	2,000,000	-
Various Transmission Main Design & Construction	-	-	-	2,100,000	-
Water Supply Improvements - Dams and Reservoirs	-	-	-	-	4,000,000
Total Water	\$ 26,200,000	\$ 31,200,000	\$ 37,100,000	\$ 23,600,000	\$ 30,600,000

2018 Capital Improvement Program

Summary

Combined	2018	2019	2020	2021	2022
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 & Equipment Improvement	-	1,000,000	-	1,000,000	-
Fleet and Equipment Replacement	800,000	800,000	-	800,000	-
Information Systems /IT Upgrades	-	5,000,000	5,000,000	5,000,000	-
Total Combined	\$ 15,200,000	\$ 21,200,000	\$ 19,400,000	\$ 21,200,000	\$ 14,400,000

2018 Capital Improvement Program

Summary

Hydro	2018	2019	2020	2021	2022
Hydro Rehabilitation	\$ 500,000	\$ 150,000	\$ 350,000	\$ 150,000	\$ -

2018 Capital Improvement Program

Appropriation

The Metropolitan District's Capital Improvement Program budget for 2018 totals \$72,700,000 as reflected in the following summary, wastewater programs total \$30,800,000; water programs total \$26,200,000; combined programs total \$15,200,000 and Hydro program total \$500,000.

CCTV Generated Sewer Construction	\$ 7,000,000
General Purpose Sewer	5,000,000
Madison Avenue Area Sewer Replacement, Hartford	2,000,000
Paving Program & Restoration	3,000,000
Sewer Rehabilitation Program	4,600,000
Various Sewer Pipe Replacement/Rehabilitations - District-wide	4,000,000
WPC Infrastructure Rehabilitation, Upgrades & Replacements	<u>5,200,000</u>
Total Wastewater	\$ 30,800,000

2018 Capital Improvement Program

Appropriation

Water

Buckingham St. Area WMR, Hartford	\$ 7,000,000
General Purpose Water Program	2,000,000
Madison Ave. Area WMR, Hartford	5,000,000
Paving Program & Restoration	4,000,000
Radio Frequency Automated Meter Reading Program	1,000,000
Water Main Replacement Program	5,000,000
WTF Infrastructure Rehabilitation, Upgrades & Replacements	<u>2,200,000</u>

Total Water **\$ 26,200,000**

2018 Capital Improvement Program

Appropriation

Combined

Construction Services	\$ 3,500,000
Engineering Services	2,500,000
Fleet and Equipment Replacement	800,000
Survey & Construction	5,000,000
Technical Services	3,400,000

Total Combined

\$ 15,200,000

2018 Capital Improvement Program

Appropriation

Hydro

Hydro Rehabilitation

\$ 500,000

Total Hydro

\$ 500,000

Wastewater, Water, Combined and Hydro Total

\$ 72,700,000

2018 Capital Improvement Program

Sewer

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2018 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.

CCTV Generated Sewer Construction	\$ 7,000,000
General Purpose Sewer	5,000,000
Madison Avenue Area Sewer Replacement, Hartford	2,000,000
Paving Program & Restoration	3,000,000
Sewer Rehabilitation Program	4,600,000
Various Sewer Pipe Replacement/Rehabilitations - District-wide	4,000,000
WPC Infrastructure Rehabilitation, Upgrades & Replacements	<u>5,200,000</u>
Total Wastewater	\$ 30,800,000

2018 Capital Improvement Program

Sewer

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>
Equipment Operator 1	1
Sewer Maintainer	1
Sewer Maintenance Crew Leader	2
System Repair Supervisor	1
Utility Maintainer 1	1
Utility Maintainer 2	4
Utility Systems Monitoring Tech 1	<u>2</u>
Total	12

2018 Capital Improvement Program

Sewer

Program – CCTV Generated Sewer Repair Construction

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$7,000,000	SCS.SR0018.01	5113

Description

This project includes construction of various repairs to sanitary sewers which were identified as deficient from routine CCTV inspections. District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

The project is being done to replace aging infrastructure.

Future Appropriations

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

Bond Language

The sum of \$7,000,000 is hereby appropriated for construction of various repairs to sanitary sewers which were identified as deficient from routine CCTV inspections, 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.

2018 Capital Improvement Program

Sewer

Program – General Purpose Sewer Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	SCS.SR0018.02	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.

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 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.

2018 Capital Improvement Program

Sewer

Program – Madison Ave Area Sewer Rehabilitation

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,000,000	SCS.SR0118.01	5113

Description

Rehabilitation of sewer mains and lateral replacements in the Madison Avenue area in Hartford to restore reliable service and prevent disruptions that occur due to the reduced capacity of the sewers. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging pipelines and structures.

Future Appropriations

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

Bond Language

The sum of \$2,000,000 is hereby appropriated for the rehabilitation of sewer mains and lateral replacements in the Madison Avenue area of Hartford to restore reliable service and prevent disruptions that occur due to the reduced capacity of the sewers, 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.

2018 Capital Improvement Program

Sewer

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	SCS.SR0018.03	5113

Description

To perform final pavement restoration of roads and other areas disturbed by the MDC sewer projects. Also includes costs for disposal of unsuitable materials and usage of material 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.

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 final pavement restoration of roads, sidewalks, driveways, parking lots and other areas as well as unpaved areas disturbed by MDC sewer projects, including 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.

2018 Capital Improvement Program

Sewer

Program –Sewer Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,600,000	SCS.SR0018.04	5803

Description

Project includes District staffing and equipment and outside services to conduct sewer system investigations (i.e. closed circuit 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. The District costs may include salary, benefits and overhead.

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 \$4,600,000 is hereby appropriated for the conduct of sewer system investigations (using closed circuit TV inspection, sonar or laser methods) to support the design and construction of rehabilitation and replacement of deteriorating segments of the District's sewer infrastructure, including staffing, equipment, 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>
Equipment Operator 1	1	7930001
Sewer Maintainer 1	1	
Sewer Maintenance Crew Leader	2	
System Repair Supervisor	1	
Utility Maintainer 1	1	
Utility Maintainer 2	4	
Utility Systems Monitoring Tech 1	2	
Total	12	

2018 Capital Improvement Program

Sewer

Program – Various Sewer Pipe Replacement/Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,000,000	SCS.SR0018.05	5113

Description

Design and construction of sewer system upgrades, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure located District-wide. 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 \$4,000,000 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.

2018 Capital Improvement Program

Sewer

Program - WPC Plant Infrastructure Renewal and Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,200,000	WPC.FA0018.01	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.

Future Appropriations

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

Bond Language

The sum of \$5,200,000 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, 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.

2018 Capital Improvement Program

Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2018 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

Buckingham St. Area WMR, Hartford	\$ 7,000,000
General Purpose Water Program	2,000,000
Madison Ave. Area WMR, Hartford	5,000,000
Paving Program & Restoration	4,000,000
Radio Frequency Automated Meter Reading Program	1,000,000
Water Main Replacement Program	5,000,000
WTF Infrastructure Rehabilitation, Upgrades & Replacements	<u>2,200,000</u>
Total Water	\$ 26,200,000

2018 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	3
Utility Maintenance Crew Leader	1
Senior Clerk	1
Total	5

2018 Capital Improvement Program

Water

Program – Buckingham Street Area Water Main Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$7,000,000	WDS.DM0118.01	2113

Description

Construction of water main and service replacements in the Buckingham Street Area in Hartford to replace aging/failing water mains. The water mains in the project area have exceeded their useful life (a majority of the mains are greater than 160 years in age) and have experienced numerous leaks/breaks in recent years. District forces may be utilized for this program. 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 \$7,000,000 is hereby appropriated for the design, construction, inspection and associated work to replace water mains in the Buckingham Street area of Hartford, to replace aging or failing water mains, 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.

2018 Capital Improvement Program

Water

Program – General Purpose Water Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,000,000	WDS.DM0018.01	2113

Description

To enhance the effectiveness, efficiency and safety of the District's water supply, treatment and distribution system by replacing/rehabilitating aging water mains and related system-wide equipment/infrastructure improvements. Projects may also include electrical, mechanical, or renewable energy upgrades at District facilities. District forces may be utilized. District costs may include salary, benefits & 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 \$2,000,000 is hereby appropriated for the replacement or rehabilitation of aging water mains and related system-wide equipment/infrastructure 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.

2018 Capital Improvement Program

Water

Program – Madison Ave Area Water Main Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	WDS.DM0118.02	2113

Description

Construction of water main and service replacements in the Madison Ave area in Hartford to replace aging/failing water mains. The water mains in the project area have exceeded their useful life (a majority of the mains are greater than 120 years in age) and have experienced numerous leaks/breaks in recent years. District forces may be utilized for this program. 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 \$5,000,000 is hereby appropriated for the design, construction, inspection and associated work to replace water mains in the Madison Avenue area of Hartford, to replace aging or failing water mains, 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.

2018 Capital Improvement Program

Water

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,000,000	WDS.DM0018.02	2113

Description

To perform final pavement restoration of roads and other areas disturbed by the MDC water projects. Also includes costs for disposal of unsuitable materials and usage of material from stock. District forces may be utilized for this program. The District costs may include salary, benefits and 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 \$4,000,000 is hereby appropriated for final pavement restoration of roads and other areas disturbed by the MDC water projects, including disposal of unsuitable materials and usage of 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.

2018 Capital Improvement Program

Water

Program – Radio Frequency Automated Meter Reading Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	WDS.MT0018.01	2318

Description

The Radio Frequency Automated Meter Reading Program standardizes and replaces water meters and meter reading devices District-wide. 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 meter reading systems and standardize meter inventory.

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 radio frequency meter program, standardizing and replacing radio frequency meters and meter reading devices District-wide, 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>
Customer Service Maintainer 1	3	7930002
Utility Maintenance Crew Leader	1	
Senior Clerk	1	
Total	5	

2018 Capital Improvement Program

Water

Program – Water Main Replacement Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	WDS.DM0018.03	2113

Description

Project includes the replacement of various water mains and water services throughout the District that have exceeded their useful life and /or have experienced numerous breaks. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging equipment and structures.

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 design, construction, inspection and associated work to replace water mains and water services throughout the District that have exceeded their useful lives and/or have experienced numerous breaks, 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.

2018 Capital Improvement Program

Water

Program – Water Treatment Facilities Infrastructure Rehabilitation, Upgrades& Replacements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,200,000	WTF.TP0018.01	2113

Description

This project will design and construct a variety of renewal and replacements, including electrical improvements at the three Water Treatment Facilities to modernize existing systems. Multiple WTF assets will be rehabilitated to improve treatment processes, operational reliability, and improve the safety component. These projects are intended to extend and enhance the asset life. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging equipment and infrastructure at West Hartford, Reservoir #6 and Collinsville Water Treatment Facilities.

Future Appropriations

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

Bond Language

The sum of \$2,200,000 is hereby appropriated to design and construct a variety of renewal and replacements, including electrical improvements at the three water treatment facilities to modernize existing systems, improve treatment processes, operational reliability and safety, 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.

2018 Capital Improvement Program

Combined

The following is a list of the recommended combined capital programs and projects to be funded through the MDC's 2018 Capital Improvement Program budget. These capital programs and projects provide for needed equipment replacement, technology improvements and the development of long-term strategic initiatives. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Combined

Construction Services	\$ 3,500,000
Engineering Services	2,500,000
Fleet and Equipment Replacement	800,000
Survey & Construction	5,000,000
Technical Services	<u>3,400,000</u>

Total Combined

\$ 15,200,000

Hydro

Hydro Rehabilitation	\$ 500,000
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Total Hydro

\$ 500,000

2018 Capital Improvement Program

Combined

The following positions are included in the combined capital program:

Authorized Positions

<u>Title</u>	<u>Number</u>
Administrative Clerk	1
Construction Engineer Support	1
Construction Manager	8
Construction Services Supervisor	5
Design Manager	1
Durational Project Engineer	1
Engineering Technician 2	2
Engineering Technician 3	9
Manager of Construction Services	1
Manager of Technical Services	1
Principal Engineer	2
Principal Constr. Engineer Tech	1
Project Engineer 1	4
Project Engineer 2	6
Project Managers	12
Senior Engineer Technician	1
Utility Systems Monitoring Tech1	1
Real Estate Administrator	1
Survey Chief of Operation	1
Survey Chief of Party	<u>2</u>
Total	61

2018 Capital Improvement Program

Combined

Program - Construction Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,500,000	COM.OT0018.01	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 four 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>
Construction Services Supervisor	1	7930007
Manager of Construction Services	1	
Construction Manager	5	
Project Engineer 1	3	
Project Engineer 2	1	
Total	11	

2018 Capital Improvement Program

Combined

Program - Engineering Services

Amount
\$2,500,000

Project #
COM.OT0018.02

Fund
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 four years.

Bond Language

The sum of \$2,500,000 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>
Design Manager	1	7930006
Construction Manager	1	
Principal Engineer	1	
Project Manager	6	
Project Engineer 2	<u>2</u>	
Total	11	

2018 Capital Improvement Program

Combined

Program – Fleet and Equipment Replacement

Amount
\$800,000

Project #
COM.VE0018.01

Fund
5613

Description

This program consists of the replacement of transportation and power operated equipment, including but not limited to the purchase of stationary generators, engines and emergency response equipment.

Purpose

To maintain the District's fleet.

Future Appropriations

Additional appropriation requests are anticipated over the next four years.

Bond Language

The sum of \$800,000 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.

2018 Capital Improvement Program

Combined

Program - Survey & Construction

Amount
\$5,000,000

Project #
COM.OT0018.03

Fund
5802

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 four 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>
Administrative Clerk	1	7930005
Engineering Technician 2	2	
Engineering Technician 3	9	
Construction Engineer Support	1	
Senior Engineer Technician	1	
Survey Chief of Operation	1	
Construction Services Supervisor	4	
Principal Constr. Engineer Tech 1	1	
Survey Chief of Party	2	
Total	22	

2018 Capital Improvement Program

Combined

Program - Technical Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,400,000	COM.OT0018.04	5802

Description

Staffing costs

Purpose

The Technical Services department holds responsibility for providing technical support to all of the District's capital improvement projects and clean water project 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 four 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	7930008
Durational Project Engineer	1	
Construction Manager	2	
Principal Engineer	1	
Project Engineer 2	3	
Project Engineer 1	1	
Project Manager	6	
Utility Systems Monitoring Tech1	1	
Real Estate Administrator	<u>1</u>	
Total	17	

2018 Capital Improvement Program

Hydroelectric

Program – Hydroelectric Rehabilitation

Amount
\$500,000

Project #
WSH.FA0018.01

Fund
2057

Description

The project includes but is not limited to the purchase, upgrade and/or replacement of power operated equipment, turbines, and other hydroelectric equipment/infrastructure improvements. Projects may also include electrical, mechanical, or renewable energy upgrades at the District's hydroelectric facilities. District forces may be utilized for this program. District costs may include salary, benefits & overhead.

Purpose

To enhance the effectiveness, efficiency, and safety of the District's hydroelectric facilities.

Future Appropriations

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

Bond Language

The sum of \$500,000 is hereby appropriated for the purchase, upgrade and/or replacement of power operated equipment, turbines and other hydroelectric equipment/infrastructure improvements, including electrical, mechanical or renewable energy upgrades at the District's hydroelectric 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.

2018 Capital Improvement Program

Debt Management

Effective debt management ensures the District will meet its capital infrastructure and facility needs. It requires a series of decisions about the amount, timing, purposes and structure of debt issuance. The issuance of bonds and notes is authorized by the District Board upon recommendation of the Board of Finance within limitations established by the District Charter and the General Statutes of Connecticut. Annual budgets and bonding resolutions must be approved by the Board of Finance and the District Board.

The Treasury Department manages all District borrowings, paying particular attention to debt affordability and the timing of borrowings, to take advantage of favorable market conditions. The goal is to repay debt rapidly, maintain a conservative level of outstanding debt, and ensure the District's continued positive financial standing within the bond market. Currently, the District has long-term credit ratings of "Aa2", with a negative outlook, from Moody's Investors Service, Inc. ("Moody's") and "AA", with a negative outlook, from S&P on its outstanding bonds.

The District Charter directs that capital expenditures require approval by a two-thirds vote of the entire District Board and a majority vote of electors of the entire District. However, under the Charter the following capital expenditures do not require approval of the electors:

- Capital expenditures not exceeding \$20,000,000 for any one undertaking.
- Expenditures for any undertaking involving not more than \$10,000,000 in any one year for the purpose of meeting a public emergency threatening the lives, health or property of citizens of the District.
- Construction or leasing of headquarters facilities
- Operations or projects allowable by District Charter undertaken by interlocal agreement with another municipality.
- Assessable sewer construction fund project

As of December 31, 2017, the borrowing capacity for general fund financed projects is \$1,243,899,020. The total net direct indebtedness is \$946,055,252 and the remaining ability to borrow is \$297,843,768.

The total principal amount of bonds authorized and unissued at December 31, 2017, including the bonds authorized for the 2017 Capital Improvement Program, is \$1,192,128,506 for sewer and water projects. Bonds authorized for the supply of water and revenue bonds issued for the Clean Water Project are excluded from the debt limitation. The amount of non-water bonds excluding revenue bonds authorized and unissued for general fund financed projects, as of December 31, 2017, and subject to the debt limitation, is \$714,953,211. This amount is \$528,945,809 less than the amount available under the debt limitation of \$1,243,899,020.

To avoid exceeding the debt limitation, the District will take certain steps to exclude a certain principal amount of non-water bonds for general fund financed projects from the debt limitation. These steps include the issuance of a portion of the bonds for the Clean Water Project as revenue bonds to be secured and paid from the Clean Water Project Charge which has been levied beginning in 2008.

In accordance with the District Charter, sewer services are funded through taxation on member municipalities and a sewer user charge for tax exempt and high flow users. Water services and related operations are funded principally through a direct water charge to customers.

The MDC uses two primary sources of funds to finance its capital program:

- Proceeds from the sale of bonds and/or short-term notes.

2018 Capital Improvement Program

Debt Management

- State of Connecticut grant and/or loan programs:

Wastewater Program/Projects - Under the Clean Water Fund, eligible District projects may be awarded an 80% loan (at 2% interest) and a 20% grant. Combined sewer overflow projects may be funded through a 50% loan (at 2% interest) and a 50% grant. Nitrogen reduction projects may be funded through a 70% loan (at 2% interest) and a 30% grant. Some sanitary sewer overflow projects will be funded through a 50% loan (at 2% interest) and a 50% grant, but most will be funded with 100% loan (at 2% interest).

Water Programs/Projects – Under the Drinking Water State Revolving Fund, a project may receive a 100% loan at a rate which is currently at 2%. Depending on the subsidization monies available at the Federal EPA level in conjunction with merits of the project, the DPH may also award subsidized funding.

Upon award of a State Loan, the District issues a Project Loan Obligation (PLO) to evidence the permanent financing of the project loan over 20 years.

Clean Water Project Charge

The Metropolitan District enacted a Clean Water Project Charge under Section S12X of the General Sewer Ordinances to be used for the payment of principal and interest on certain bonds and loans which proceeds are used to finance the costs associated with the Clean Water Project.

This Clean Water Project Charge shall apply to the customers of the Metropolitan District who utilize both the District sewer system and are furnished water directly by the MDC.

The Clean Water Project Charge effective January 1, 2018 is \$3.80 per CCF of water consumed by District customers who utilize both the District water and sewer systems

2018 Capital Improvement Program

Funding

The 2018 plan for financing new and previously authorized Capital Improvement Programs is consistent with maintaining level debt service proportionate to the overall water and sewer expenditure budget.

Funding of the District's Capital Improvement Program for water and sewer projects (excluding projects related to the Clean Water Referendum) will consist of the issuance of long-term debt (general obligation bonds), short-term debt (notes), contributions for assessable sewer projects or State Clean Water Fund and Drinking Water State Revolving Fund Project Loan Obligations.

2018 Capital Improvement Program

Referendum 1

Program – Clean Water Project – Referendum 1

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$800,000,000	CW1.000000.00	5300

Description

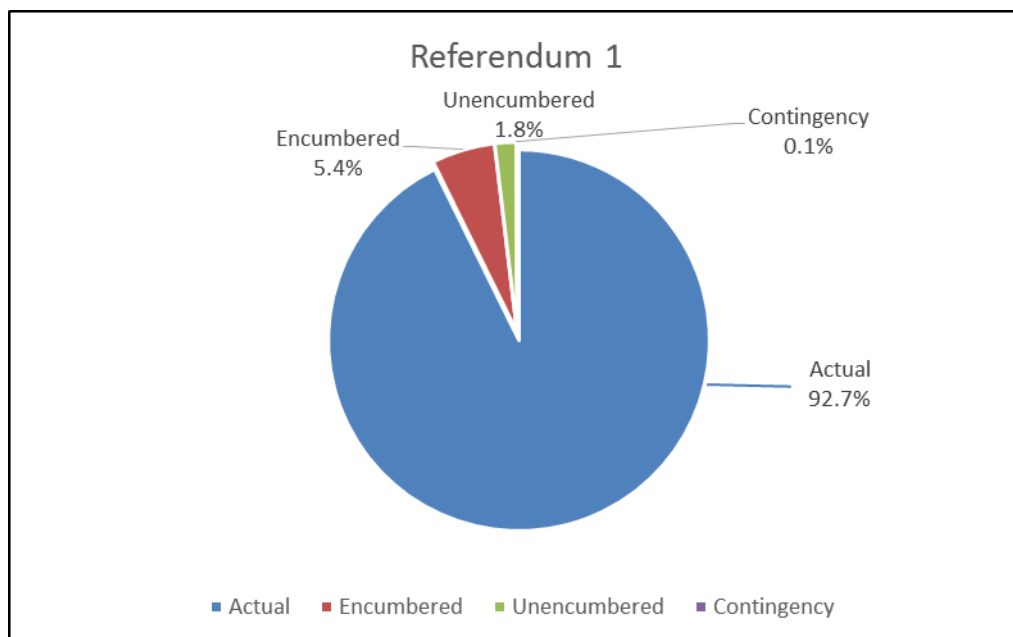
The 2006 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2006.

Purpose

The Clean Water Project includes programs to control combined sewer overflows, eliminate structural sanitary sewer overflows, and reduce nitrogen discharges to the Connecticut River. These programs are being implemented pursuant to a Consent Order with the Connecticut Department of Energy and Environmental Protection, a Consent Decree with the United States Environmental Protection Agency, and the District's discharge permit for nitrogen.

Referendum 1

Actual	\$ 741,704,247.80
Encumbered	43,143,380.56
Unencumbered	14,713,876.82
Contingency	438,494.82
	<u><u>\$ 800,000,000.00</u></u>



2018 Capital Improvement Program

Referendum 1

Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.SSOGEN.13	2013 SSO Elimination	1,892,077.68	1,568,702.23	314,606.37	8,769.08
CW1.SSSFRA.4D	Franklin Proj #5-D	32,256,286.84	31,479,680.74	755,697.60	20,908.50
CW1.SSSFRA.15	Airport Rd PS F.M.	5,580,466.28	5,044,260.37	507,942.82	28,263.09
CW1.WTFHAR.14	ASH HAND & MERCURY	14,158,894.00	14,081,322.49	17,768.35	59,803.16
CW1.NSSUAL.01	2007 CWP Albany Ave	23,758,746.01	23,125,125.39	563,912.02	69,708.60
CW1.SSOWHA.07	2012 WH SSES	1,537,500.00	844,655.10	568,942.40	123,902.50
CW1.SSOWND.03	2015 NM-1 Gate Struc	400,000.00	224,714.01	17,088.41	158,197.58
CW1.CONSBR.03	2015 Kane Brook Dsn	1,800,000.00	664,762.10	893,090.44	242,147.46
CW1.TUNSTH.00	South CSO Convey Tun	37,203,391.03	36,300,831.11	532,346.29	370,213.63
CW1.SSSPAR.11	2013 Green Infrastru	606,429.65	170,456.34	6,659.13	429,314.18
CW1.WTFHAR.18	2011 Wet Weather Exp	32,102,142.26	31,454,319.47	191,719.97	456,102.82
CW1.WTFHAR.20	2013 WWEP #2012-20	90,156,291.74	87,561,208.89	1,887,908.85	707,174.00
CW1.SSOWTH.10	2014 SSES Rocky Hill	11,453,717.21	9,347,825.05	1,109,469.40	996,422.76
CW1.SSONWT.07	2012 Cedar Newington	8,502,000.00	601,062.71	6,497,773.02	1,403,164.27
CW1.SSOWTH.02	2012 RH/Weth. SSES	10,673,439.00	8,114,304.27	420,371.04	2,138,763.69
CW1.SSSFRA.13	Franklin Proj #13-B	43,838,474.93	39,677,379.04	793,588.18	3,367,507.71
CW1.SSORKH.07	2012 RH Interceptor	35,833,363.00	3,635,352.94	28,064,496.27	4,133,513.79
		\$ 351,753,219.63	\$ 293,895,962.25	\$ 43,143,380.56	\$ 14,713,876.82
CW1.000000.00	Referendum 1 Contingency	438,494.82			
	Completed Projects	447,808,285.55			
	Referendum 1	\$ 800,000,000.00			

2018 Capital Improvement Program

Referendum 1

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.CONSBR.00	CLSD-South Branch	\$ 450,579.73	\$ 450,579.73	\$ -	\$ -
CW1.FSSFAR.04	CLSD-Farmington #4	658,004.15	658,004.15	-	-
CW1.FSSFAR.06	CLSD-Fmgton Proj #6	8,191,515.15	8,191,515.15	-	-
CW1.FSSFAR.1A	CLSD-Farm Ave 1A	146,013.41	146,013.41	-	-
CW1.FSSFAR.71	CLSD-Farmington #7.1	2,561,258.59	2,561,258.59	-	-
CW1.FSSFAR.72	CLSD-Farmington #7.2	3,411,661.60	3,411,661.60	-	-
CW1.FSSFAR.PD	CLSD-Farmington Ave	640,900.68	640,900.68	-	-
CW1.MGMGEO.30	Geotechnical Service	2,066,949.91	2,066,949.91	-	-
CW1.MGMPMC.07	Clsd2007 CWP PMC	788,016.54	788,016.54	-	-
CW1.MGMPMC.08	Clsd08 CWP PMC	3,981,562.16	3,981,562.16	-	-
CW1.MGMPMC.09	CLSD-2009 CWP PMC	4,539,195.90	4,539,195.90	-	-
CW1.MGMPMC.10	CLSD-2010 CWP PMC	5,414,789.79	5,414,789.79	-	-
CW1.MGMPMC.11	CLSD-2011 CWP PMC	8,157,922.51	8,157,922.51	-	-
CW1.MGMPMC.12	CLSD-2012 CWP PMC	6,719,698.60	6,719,698.60	-	-
CW1.MGMPMC.15	CLSD-15CWP PMC / CDM	6,125,657.96	6,125,657.96	-	-
CW1.MGMPMU.07	CLSD-2007 CWP PMU	3,255,730.36	3,255,730.36	-	-
CW1.MGMPMU.08	CLSD-2008 CWP PMU	3,403,759.44	3,403,759.44	-	-
CW1.MGMPMU.09	CLSD-2009 CWP PMU	5,874,757.78	5,874,757.78	-	-
CW1.MGMPMU.10	CLSD-2010 CWP PMU	10,922,243.51	10,922,243.51	-	-
CW1.MGMPMU.11	CLSD-2011 CWP PMU	11,589,004.93	11,589,004.93	-	-
CW1.MGMPMU.12	CLSD-2012 CWP PMU	6,894,906.59	6,894,906.59	-	-
CW1.MGMPMU.13	CLSD-2013 CWP PMU	6,838,160.08	6,838,160.08	-	-
CW1.MGMPMU.14	CLSD-2014 CWP PMU	242,347.52	242,347.52	-	-
CW1.NSSGRA.01	CLSD-Granby Str	350,653.54	350,653.54	-	-
CW1.NSSGRA.02	Granby St Proj 2 & 5	32,548,599.93	32,548,599.93	-	-
CW1.NSSGRA.03	CLSD-Granby #3	759,152.57	759,152.57	-	-
CW1.NSSTOW.01	CLSD-2007 Tower Ave	7,863,944.77	7,863,944.77	-	-
CW1.NSSTOW.02	Tower Av Area South	12,649,780.63	12,649,780.63	-	-
CW1.NSSTOW.1A	CLSD-2011 Tower Ave	4,427,275.10	4,427,275.10	-	-
CW1.NSSTOW.FD	CLSD-Tower Ave #1Des	157,819.00	157,819.00	-	-
CW1.NSSTOW.PD	CLSD-Tower Ave Sep	106,658.86	106,658.86	-	-
CW1.NSSUAL.02	CLSD-Upper Albany #2	1,189,367.10	1,189,367.10	-	-
CW1.NSSUAL.03	CLSD-Upper Albany #3	777,979.08	777,979.08	-	-
CW1.NSSUAL.07	CLSD-Route 44 Storm	898,400.75	898,400.75	-	-
CW1.NSSUAL.08	CLSD-Garden St	6,893,628.16	6,893,628.16	-	-
CW1.NSSUAL.E3	CLSD-Burton St. Sew	8,605,787.57	8,605,787.57	-	-
CW1.NSSUAL.E5	CLSD-Albany Edgewood	3,494,428.99	3,494,428.99	-	-
CW1.NSSUAL.PD	CLSD-Upper Albany	680,471.26	680,471.26	-	-
CW1.SSOGEN.07	CLSD-2007 CW SSO	13,583,866.10	13,583,866.10	-	-
CW1.SSOGEN.08	CLSD-2008 C W SO	7,690,639.29	7,690,639.29	-	-
CW1.SSOGEN.11	CLSD-SSO Pilot Study	3,333,591.26	3,333,591.26	-	-
CW1.SSONWT.01	CLSD-2012 SSO-Nwgton	3,409,832.12	3,409,832.12	-	-
CW1.SSONWT.02	CLSD-2012 Newinton	6,080,408.08	6,080,408.08	-	-
CW1.SSONWT.06	CLSD-2012 Ntn Church	4,226,592.60	4,226,592.60	-	-
CW1.SSOWHA.01	CLSD-2012 WHartford	1,577,096.29	1,577,096.29	-	-
CW1.SSOWHA.02	CLSD-2012 SSO Pilot	2,047,087.39	2,047,087.39	-	-
CW1.SSOWHA.04	CLSD-2012 Four Mile	2,689,904.58	2,689,904.58	-	-
CW1.SSOWHA.06	CLSD-2014 Greenhurst	131,925.19	131,925.19	-	-
CW1.SSOWND.01	CLSD-2012 SSO-Wdsr	2,669,498.47	2,669,498.47	-	-
CW1.SSOWTH.01	CLSD-2011 SSO-Wtflld	4,204,575.71	4,204,575.71	-	-
CW1.SSOWTH.03	CLSD-2012 SSO Pilot	2,286,152.78	2,286,152.78	-	-
CW1.SSOWTH.07	CLSD-2012 SSO Exe Sq	125,813.20	125,813.20	-	-
CW1.SSSFRA.01	CLSD-Franklin #1- B	1,496,150.82	1,496,150.82	-	-
CW1.SSSFRA.02	CLSD-FranklinAve #7	75,512.19	75,512.19	-	-

2018 Capital Improvement Program

Referendum 1

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.SSSFRA.11	CLSD-Franklin11-Pk A	\$ 319,978.07	\$ 319,978.07	\$ -	\$ -
CW1.SSSFRA.12	CLSD-Franklin #12 -D	1,556,006.57	1,556,006.57	-	-
CW1.SSSFRA.16	CLSD- Building Dis 1	543,137.15	543,137.15	-	-
CW1.SSSFRA.17	CLSD-Building Dis 2	400,481.70	400,481.70	-	-
CW1.SSSFRA.18	CLSD-Building Dis 3	316,932.80	316,932.80	-	-
CW1.SSSFRA.1A	CLSD-Franklin Ave- D	804,840.39	804,840.39	-	-
CW1.SSSFRA.PD	CLSD-Franklin Ave PD	2,032,185.44	2,032,185.44	-	-
CW1.SSSPAR.01	CLSD-Park River #1	580,483.36	580,483.36	-	-
CW1.SSSPAR.03	CLSD-Park River #3	904,041.42	904,041.42	-	-
CW1.SSSPAR.06	CLSD-Green Capital	983,689.36	983,689.36	-	-
CW1.SSSPAR.07	CLSD-Retreat Avenue	9,331,401.93	9,331,401.93	-	-
CW1.SSSPAR.PD	CLSD-Park River Sep	683,914.79	683,914.79	-	-
CW1.WTFHAR.01	CLSD-HWPCF Master	9,736,407.51	9,736,407.51	-	-
CW1.WTFHAR.08	CLSD-Incin #3 Rehab	43,055,158.32	43,055,158.32	-	-
CW1.WTFHAR.10	CLSD-HWPCF SCADA	854,591.82	854,591.82	-	-
CW1.WTFHAR.11	CLSD-UV Disinfection	19,105,159.61	19,105,159.61	-	-
CW1.WTFHAR.12	CLSD-Compost Bldg	1,112,844.65	1,112,844.65	-	-
CW1.WTFHAR.13	CLSD-Aeration Settle	39,458,279.26	39,458,279.26	-	-
CW1.WTFHAR.16	CLSD-BNR Phase II	35,419,750.97	35,419,750.97	-	-
CW1.WTFHAR.17	CLSD-2011 Solids Hlg	779,406.04	779,406.04	-	-
CW1.WTFHAR.E1	Clsd07 CWP HWPCF PHI	5,200,006.71	5,200,006.71	-	-
CW1.WTFRKH.03	CLSD-Rocky Hill	261,359.38	261,359.38	-	-
CW1.CONHOM.00	CLSD-2007 Homestead	31,044,294.79	31,044,294.79	-	-
CW1.SSOWTH.08	CLSD- 12 FOLLY BROOK	1,282,440.20	1,282,440.20	-	-
CW1.SSSFRA.04	CLSD-Franklin #4 - D	2,134,263.04	2,134,263.04	-	-
		\$ 447,808,285.55	\$ 447,808,285.55	\$ -	\$ -

2018 Capital Improvement Program

Referendum 2

Program – Clean Water Project – Referendum 2

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$940,000,000	CW2.000000.00	5400

Description

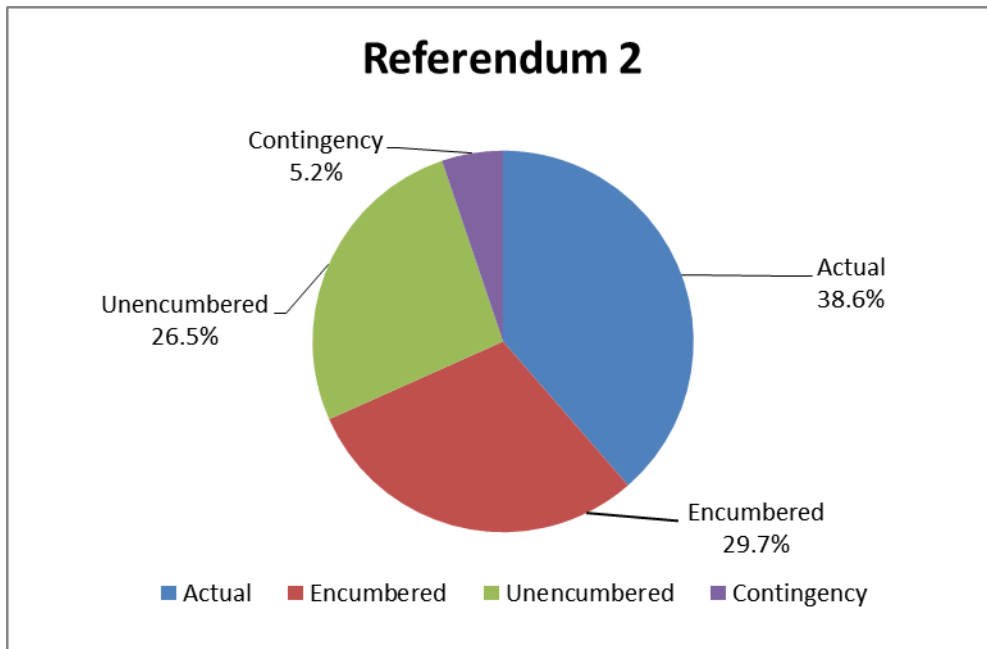
The 2012 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2012.

Purpose

The Clean Water Project includes programs to control combined sewer overflows, eliminate structural sanitary sewer overflows, and reduce nitrogen discharges to the Connecticut River. These programs are being implemented pursuant to a Consent Order with the Connecticut Department of Energy and Environmental Protection, a Consent Decree with the United States Environmental Protection Agency, and the District’s discharge permit for nitrogen.

Referendum 2

Actual	\$ 362,882,006.75
Encumbered	279,342,136.80
Unencumbered	248,895,701.33
Contingency	48,880,155.12
	<u>\$ 940,000,000.00</u>



2018 Capital Improvement Program

Referendum 2

Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW2.MGMPMC.16	2016 CWP PMC/CDM	3,830,829.76	3,830,829.76	0	0
CW2.MGMCWP.16	2016 CWP Admin	10,471,683.85	10,471,683.85	0	0
CW2.CSOGEN.16	2016 LTCP Flow Meter	1,531,681.76	1,530,765.95	915.81	0
CW2.MGMCWP.17	2017 CWP Admin	9,441,000.00	9,428,500.00	0	12,500.00
CW2.SSOGEN.16	CMOM Plan Updates	100,000.00	72,930.36	12,588.94	14,480.70
CW2.MGMCWP.15	2015 CWP Admin.	11,533,655.05	11,249,962.67	260,887.95	22,804.43
CW2.NSSUAL.09	2014 Gully Brook Con	465,000.00	425,239.63	4,427.86	35,332.51
CW2.MGMPMC.18	2018 CWP PMC/CDM	4,000,000.00	0	3,933,828.35	66,171.65
CW2.MGMPMC.17	2017 CWP PMC/CDM	6,367,209.44	4,485,609.63	1,714,390.37	167,209.44
CW2.NSSGRA.04	2016 Bloomfield SSES	1,200,000.00	715,267.42	209,283.35	275,449.23
CW2.MGMPMC.14	2014 CWP PMC / CDM	7,200,000.00	6,914,745.94	0.1	285,253.96
CW2.CONFAR.02	2015 NNBI Rel./Oxfor	2,500,000.00	524,937.00	1,675,310.02	299,752.98
CW2.CSOGEN.17	Large Diameter Clean	4,530,600.00	916,471.73	3,275,250.61	338,877.66
CW2.SSOWHA.06	2015 Greenhurst Road	6,203,950.00	5,229,618.59	470,516.13	503,815.28
CW2.WTFRKH.05	2016 RHWPCF Outfall	4,872,000.00	3,303,870.18	797,312.29	770,817.53
CW2.CSOGRA.05	2017 North Branch PR	1,355,981.64	116,965.00	362,241.97	876,774.67
CW2.TUNSTH.01	2015 SHCST Util Relo	3,970,000.00	2,605,253.07	416,379.72	948,367.21
CW2.WTFRKH.04	2013 RHWPCF Cap & Up	59,331,356.00	51,747,484.62	5,772,104.32	1,811,767.06
CW2.MGMPMC.19	2019 CWP PMC/CDM	4,000,000.00	0	2,000,000.00	2,000,000.00
CW2.WTFHAR.25	2016 Ash Lagoon Cl.	5,000,000.00	27,495.74	195,850.26	4,776,654.00
CW2.WTFHAR.21	2014 WWEP #2012-21	178,630,980.00	124,233,189.25	48,658,482.68	5,739,308.07
CW2.MGMCWP.20	2020 CWP Admin	6,200,000.00	0	0	6,200,000.00
CW2.MGMCWP.19	2019 CWP Admin	7,200,000.00	0	0	7,200,000.00
CW2.MGMCWP.18	2018 CWP Admin	8,200,000.00	0	0	8,200,000.00
CW2.TUNSTH.02	2015 SHCST Construct	336,495,845.00	95,224,911.18	207,665,568.87	33,605,364.95
CW2.TUNSTH.05	2015 SHCST	36,650,000.00	0	0	36,650,000.00
CW2.TUNSTH.04	2015 SHCST	44,200,000.00	0	0	44,200,000.00
CW2.TUNSTH.03	2015 SHCST Pump Stat	95,820,000.00	8,202.80	1,916,797.20	93,895,000.00
		\$ 861,301,772.50	\$ 333,063,934.37	\$ 279,342,136.80	\$ 248,895,701.33
CW2.000000.00	Referendum 2 Contingency	\$ 48,880,155.12			
	Completed Projects	29,818,072.38			
	Referendum 2	\$ 940,000,000.00			

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW2.SSSPAR.10	2014 PRI CRI Grit Ch	\$ 40,684.88	\$ 40,684.88	\$ -	\$ -
CW2.MGMCWP.13	2013 CWP Admin	505,030.18	505,030.18	-	-
CW2.MGMPMC.13	2013 CWP PMC	7,895,855.33	7,895,855.33	-	-
CW2.WTFHAR.24	2013 231 BRAINARD RD	10,421,490.76	10,421,490.76	-	-
CW2.MGMCWP.14	2014 CWP Admin.	10,955,011.23	10,955,011.23	-	-
		\$ 29,818,072.38	\$ 29,818,072.38	\$ -	\$ -

2018 Capital Improvement Program

Supplemental

Project Number	Project Name	Page Number
WDS.DM0118.01	Buckingham St. Area WMR, Hartford	21
SCS.SR0018.01	CCTV Generated Sewer Construction	12
COM.OT0018.01	Construction Services	30
COM.OT0018.02	Engineering Services	31
COM.VE0018.01	Fleet and Equipment Replacement	32
SCS.SR0018.02	General Purpose Sewer Program	13
WDS.DM0018.01	General Purpose Water Program	22
WSH.FA0018.01	Hydro Rehabilitation	35
SCS.SR0118.01	Madison Avenue Area Sewer Replacement, Hartford	14
WDS.DM0118.02	Madison Avenue Area WMR, Hartford	23
SCS.SR0018.03	Paving Program & Restoration	15
WDS.DM0018.02	Paving Program & Restoration	24
WDS.MT0018.01	Radio Frequency Automated Meter Reading Program	25
SCS.SR0018.04	Sewer Rehabilitation Program	16
COM.OT0018.03	Survey & Construction	33
COM.OT0018.04	Technical Services	34
SCS.SR0018.05	Various Sewer Pipe Replacement/Rehabilitations - District-wide	17
WDS.DM0018.03	Water Main Replacement Program	26
WTF.TP0018.01	WTF Infrastructure Rehabilitation, Upgrades & Replacements	27
WPC.FA0018.01	WPC Infrastructure Rehabilitation, Upgrades & Replacements	18

2018 Capital Improvement Program

Supplemental

Project Numbering Scheme

Element	Asset Class		Asset Type		Town	Year	Sequence	Complete String	Explanation
# of Characters	3	1	2	2	2	1	2	13	
Samples	WTF	.	FA	05	14	.	01	WTF. FA0514. 01	Bloomfield Res. #6 Upgrade
	SCS	.	SR	01	14	.	89	SCS. SR0114. 89	Sewer Project in Hartford, started 2014, 89 Project Overall
	WDS	.	PV	00	14	.	07	WDS. PV0014. 07	Water Distribution - Pressure Relief Valves, Multi-Town, 2014, 7th project overall

Asset Class	
WSH	Water Supply/Hydro
WTF	Water Treatment Facilities
WDS	Water Distribution System
SCS	Sewer Collection and Storm
WPC	Water Pollution Control
COM	Combined

Asset Type	
BL	Buildings
BN	Finished water basins
CN	Conduits
DA	Dams
DM	Distribution Mains
EQ	Equipment
FA	Facilities
GT	Gates
HY	Hydroelectrical
IN	Interceptors
LA	Land
MP	Meter Pits
MT	Meters
OT	Other
OV	Overflows
PS	Pump Stations
PV	Pressure Relief Valves
RC	Recreation
RV	Reservoirs
RW	Raw Water Pipelines
SD	Storm Drains
SR	Sewers
TK	Storage Tanks
TM	Transmission Mains
TN	Tunnels
TP	Treatment Plant
VE	Vehicles
WL	Wells
XM	Interconnection Meters

Towns	
00	Raw Water and Multi-Town
01	Hartford
02	Wethersfield
03	Rocky Hill
04	Newington
05	Bloomfield
06	Windsor
07	East Hartford
08	Not Used
09	Not Used
10	West Hartford
11	Manchester
12	Glastonbury
13	Farmington
14	South Windsor
15	Unionville
16	Cromwell
17	Berlin
18	New Hartford
19	Avon
20	Windsor Locks
21	East Granby
22	Not Used
23	Not Used
24	Not Used
25	Burlington
26	Canton
27	Colebrook
28	Barkhamsted
29	Hartland
30	Essex
31	Collinsville
32	Goodwin HD
33	Ellington
34	Torrington
35	Watertown
36	Portland
37	West Hartland
38	Simsbury

2018 Capital Improvement Program

Supplemental

BOARD OF FINANCE CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS SEWER CAPITAL PROJECT PROGRAMS

To: District Board

December 4, 2017

From: Board of Finance

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
WAT.CW1371.01	2013	2113	2013 CWP-CAPITAL AVE	Hartford	270,000.00	7,869.91	262,130.09
		2113 Total			270,000.00	7,869.91	262,130.09
WAT.CW1233.01	2008	2208	General Purpose Water Program	Various	1,100,000.00	890,000.00	210,000.00
WAT.CW1240.01	2008	2208	2008 Watershed Road Rehabilitation	Barkhamsted	800,000.00	797,537.62	2,462.38
		2208 Total			1,900,000.00	1,687,537.62	212,462.38
WAT.CW1244.02	2010	2209	2010-Broad Street	Hartford	900,000.00	650,097.32	249,902.68
		2209 Total			900,000.00	650,097.32	249,902.68
CWN0001112	2000	2304	2000 DAM SAFETY IMPR	West Hartford	5,000,000.00	4,996,070.74	3,929.26
		2304 Total			5,000,000.00	4,996,070.74	3,929.26
WAT.CW1271.01	2010	2320	2010WatrMain WetherA	Hartford	300,000.00	0	300,000.00
WAT.CW1279.01	2010	2320	2010WaterMain Warner	Hartford	3,420,000.00	3,419,997.00	3.00
WAT.CW1280.01	2010	2320	2010WaterMain Bond S	Hartford	678,000.00	0	678,000.00
WAT.CW1315.01	2011	2320	2011 CWP-WMR	Various	290,798.00	273,739.66	17,058.34
WAT.CW1315.20	2011	2320	2011 CWP-WMR A	Hartford	2,151,473.43	2,151,383.08	90.35
WAT.CW1315.30	2011	2320	2011 CWP-WMR FRA	Hartford	1,307,728.57	1,304,821.27	2,907.30
WAT.CW1316.02	2011	2320	2012 CWP-ENFIELD ST	Hartford	120,000.00	0	120,000.00
WAT.CW1317.01	2011	2320	2011CWP GREENFIELD S	Hartford	240,000.00	0	240,000.00
WAT.CW1318.01	2011	2320	2011 CWP-MAGNOLIA ST	Hartford	575,000.00	0	575,000.00
WAT.CW1319.01	2011	2320	2011 CWP ALBANY AVE	Hartford	150,000.00	0	150,000.00
WAT.CW1325.01	2011	2320	2011 CWP WETHERSFIEL	Hartford	60,000.00	0	60,000.00
WAT.CW1326.01	2011	2320	2011 CWP PARK RIVER	Hartford	117,000.00	0	117,000.00
WAT.CW1327.01	2011	2320	2011 CWP NORTH BEACO	Hartford	1,060,000.00	0	1,060,000.00
WAT.CW1336.01	2012	2320	2012 CWP SMAPLE E HA	Hartford	2,750,000.00	2,747,129.02	2,870.98
WAT.CW1347.01	2012	2320	2012 WPS CANAL WH	West Hartford	1,779,000.00	1,552,524.24	226,475.76
		2320 Total			14,999,000.00	11,449,594.27	3,549,405.73
WAT.CW1199.01	2008	2324	2008 Water Supply Facility Improvements	Barkhamsted	2,200,000.00	1,806,548.66	393,451.34
		2324 Total			2,200,000.00	1,806,548.66	393,451.34
WAT.CW1214.01	2007	2330	2007 Tower Ave Water	Hartford	3,595,000.00	2,976,300.68	618,699.32
WAT.CW1238.01	2007	2330	2007 Cedar St Htfd	Hartford	1,040,000.00	951,363.97	88,636.03
		2330 Total			4,635,000.00	3,927,664.65	707,335.35
		2331 Total			3,560,000.00	698,826.34	2,861,173.66
WAT.CW1207.01	2008	2333	2008 Farmington Ave	Hartford	1,000,000.00	642,624.53	357,375.47
		2333 Total			1,000,000.00	642,624.53	357,375.47
WAT.CW1197.01	2008	2337	2008 WH Security	West Hartford	2,500,000.00	2,488,492.24	11,507.76
		2337 Total			2,500,000.00	2,488,492.24	11,507.76
WAT.CW1357.01	2012	2340	2012 WATER REHAB PRG	Various	1,500,000.00	641,175.25	858,824.75
WAT.CW1313.02	2011	2340	2011 COLLINSVILLE WTPF	Collinsville	24,560.00	23,090.09	1,469.91
		2340 Total			1,524,560.00	664,265.34	860,294.66
WAT.CW1305.01	2011	2341	2011 LAND ACQUISITION	Various	300,000.00	-	300,000.00
		2341 Total			300,000.00	-	300,000.00
		Grand Total			38,788,560.00	29,019,591.62	9,768,968.38

2018 Capital Improvement Program

Supplemental

At a meeting of the Board of Finance held on November 8, 2017, it was: It

is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted, John

S. Mirtle, Esq.
District Clerk

BOARD OF FINANCE CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS SEWER CAPITAL PROJECT PROGRAMS

To: District Board

December 4, 2017

From: Board of Finance

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed

2018 Capital Improvement Program

Supplemental

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
WWA.CS1144.01	2007	5107	2007 Mansfield St.	Hartford	1,000,000.00	1,000.00	999,000.00
		5107 Total			1,000,000.00	1,000.00	999,000.00
WWA.CS1136.01	2008	5108	2008 GPS Program	Various	521,561.00	181,976.42	339,584.58
WWA.CS1143.01	2008	5108	2008 Cedar St Htfd	Hartford	1,200,000.00	978,811.80	221,188.20
		5108 Total			1,721,561.00	1,160,788.22	560,772.78
WWA.CS1133.01	2009	5109	2009 GPSP	Various	1,322,200.00	1,143,342.87	178,857.13
WWA.CS1145.01	2009	5109	2009 Cedar St. Htfd	Hartford	1,400,000.00	1,140,492.74	259,507.26
WWA.CS1160.01	2009	5109	Erosion Slope Repair	Hartford	284,800.00	129,689.99	155,110.01
WWA.CS1163.01A	2011	5109	2011 General Purpose Sewer	Various	74,422.14	51,186.00	23,236.14
WWA.CS1163.11	2011	5109	2011 General Purpose Sewer	Various	422,707.00	358,106.00	64,601.00
WWA.CS1163.20	2011	5109	2011 GPS EH High St	East Hartford	1,502,870.86	1,377,517.94	125,352.92
		5109 Total			5,007,000.00	4,200,335.54	593,474.40
WWA.CS1218.01	2013	5113	2013 WPC EQPMT REFRB	Various	1,260,000.00	1,199,671.32	60,328.68
WPC.EQ0014.02	2014	5113	2014 WPC Renw&Replac	Various	2,250,000.00	2,185,159.61	64,840.39
		5113 Total			3,510,000.00	3,384,830.93	125,169.07
WWA.CSA445.01	2008	5630	2008 Orchard Road WH	West Hartford	600,000.00	237,263.37	362,736.63
WWA.CSA442.01	2009	5630	2009 Assessable Sew	Various	170,266.60	170,266.60	0.00
WWA.CSA448.01	2009	5630	2009 -1200 Wind. Ave	Hartford	911.34	911.34	0.00
WWA.CSA447.01	2010	5630	2010 -1037 Wind. Ave	Hartford	125,400.00	108,271.32	17,128.68
WWA.CSA446.01	2010	5630	2010 Assessable Sewer	Various	128,600.00	0	128,600.00
		5630 Total			1,025,177.94	516,712.63	508,465.31
WWA.CS1166.01	2011	5680	2011 WPC E&F REFURB	Various	1,200,000.00	1,152,780.06	47,219.94
WWA.CS1186.01	2012	5680	2012 WPC EQ & FAC RE	Various	1,200,000.00	1,002,067.42	197,932.58
		5680 Total			2,400,000.00	2,154,847.48	245,152.52
WWA.CS1137.01	2008	5738	2008 SCADA System	Various	2,500,000.00	2,420,666.96	79,333.04
		5738 Total			2,500,000.00	2,420,666.96	79,333.04
WWA.CS1159.01	2008	5741	Goff Brook South Branch	Hartford	1,621,519.61	1,401,196.09	220,323.52
WWA.CS1168.01	2008	5741	Goff Brook - South Branch Phase II	Hartford	3,208,000.00	3,140,994.67	67,005.33
WWA.CS1131.01	2009	5741	2009 CMOM Compli	MDC	179,200.00	150,626.31	28,573.69
		5741 Total			662,1519.61	604,8452.07	57,3067.54
SSO0000004	2006	5800	2006 SSO - Rocky Hill	Rocky Hill	5,000,000.00	3,847,284.59	1,152,715.41
SSO0000005	2006	5800	2006 SSO - Weth.	Wethersfield	5,000,000.00	4,828,753.86	171,246.14
SSO0000006	2006	5800	2006 SSO - Windsor	Windsor	5,000,000.00	3,762,238.43	1,237,761.57
		5800 Total			15,000,000.00	12,438,276.88	2,561,723.12
WWA.CS1176.01	2012	5803	2012 S 4 MILE RD WH	West Hartford	4,905,000.00	4,904,464.33	535.67
WWA.CS1216.01	2013	5803	2013 SWR REHAB PRGM	Various	2,500,000.00	2,008,743.87	491,256.13
		5803 Total			7,405,000.00	6,913,208.20	491,791.80
		Grand Total			46,190,258.55	39,239,118.91	6,951,139.64

At a meeting of the Board of Finance held on November 8, 2017, it was:

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

2018 Capital Improvement Program

Supplemental

BOARD OF FINANCE

CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS COMBINED CAPITAL PROJECT PROGRAMS

To: District Board

December 4, 2017

From: Board of Finance

The District has undertaken the task of updating its Capital Improvement Project (CIP) records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
COM.CFP180.01	2013	5613	2013 FLEET REPALCMNT	MDC	1,100,000.00	1,046,792.29	53,207.71
		5613 Total			1,100,000.00	1,046,792.29	53,207.71
COM.CFP145.01	2008	5651	ADA Handicapped Access I	MDC	500,000.00	291,556.56	208,443.44
		5651 Total			500,000.00	291,556.56	208,443.44
COM.CFP144.01	2009	5652	2009 Cap.Equip.Rep.	MDC	1,877,000.00	1,546,827.47	330,172.53
		5652 Total			1,877,000.00	1,546,827.47	330,172.53
		Grand Total			3,477,000.00	2,885,176.32	591,823.68

At a meeting of the Board of Finance held on November 8, 2017, it was: It is

RECOMMENDED that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

2018 Capital Improvement Program

Supplemental

BOARD OF FINANCE

CLOSEOUT OF CLEAN WATER PROGRAMS CLEAN WATER FUND PROJECT PROGRAMS

To: District Board

December 4, 2017

From: Board of Finance

The District has undertaken the task of updating its Clean Water Fund Program records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

Proj. Definition	Year	BA	Project Description	Budget	Expended Amount	Re-
CW1.FSSFAR.06	2007	5300	Farmington Proj #6	\$ 8,191,515.15	\$ 8,191,515.15	\$
CW1.MGMPMC.15	2007	5300	2015 CWP PMC / CDM	6,125,657.96	6,125,657.96	-
CW1.SSOGEN.11	2007	5300	SSO Pilot Study	3,333,591.26	3,333,591.26	-
CW1.SSONWT.01	2007	5300	2012 SSO-Newington	3,409,832.12	3,409,832.12	-
CW1.SSONWT.02	2007	5300	2012 Newinton Lining	6,087,908.08	6,087,908.08	-
CW1.SSOWHA.01	2007	5300	2012 W. Hartford PR	1,577,096.29	1,577,096.29	-
CW1.SSOWHA.02	2007	5300	2012 SSO Pilot E- WH	2,047,087.39	2,047,087.39	-
CW1.SSOWHA.04	2007	5300	2012 Four Mile Rd	2,689,904.58	2,689,904.58	-
CW1.SSOWND.01	2007	5300	2012 SSO-Windsor	2,669,498.47	2,669,498.47	-
CW1.SSOWTH.01	2007	5300	2011 SSO-Wethersfield	4,204,575.71	4,204,575.71	-
CW1.SSOWTH.03	2007	5300	2012 SSO Pilot D-Wet	2,286,152.78	2,286,152.78	-
CW1.SSSPAR.07	2007	5300	Retreat Avenue	9,331,401.93	9,331,401.93	-
CW1.WTFHAR.16	2007	5300	BNR Phase II Upgrade	35,419,750.97	35,419,750.97	-
CW1.WTFHAR.17	2007	5300	2011 Solids Handling	779,406.04	779,406.04	-
		5300 Total		\$88,153,378.73	\$ 88,153,378.73	\$

2018 Capital Improvement Program

Supplemental

At a meeting of the Board of Finance held on November 8, 2017, it was:

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully submitted,

John S. Mirtle, Esq.
District Clerk

On motion made by Commissioner Salemi and duly seconded, the report was received and resolution adopted by unanimous vote of those present.