

90th
Anniversary

2019 Adopted Annual Budget



The Metropolitan District
Hartford, CT



January 15, 2019

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

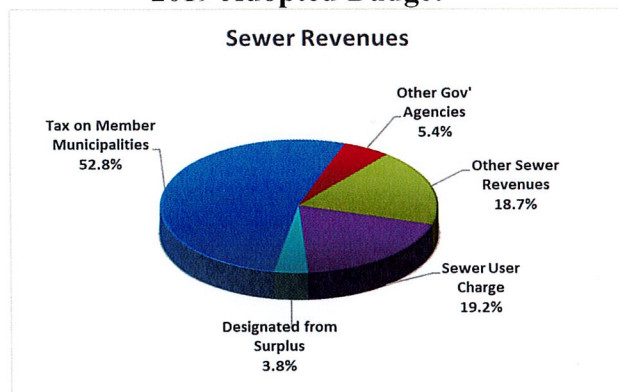
Honorable Commissioners and Citizen Members:

Presented herein is the 2019 Adopted Budget for The Metropolitan District (“MDC”). This budget reflects the collaborative efforts of the MDC and its stakeholders. During 2018 the MDC managed costs and increased efficiencies for the benefit of its customers and the region. Our 2019 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 comprehensive asset management program. Accordingly, the MDC has adopted its 2019 operating budget in the amount of \$189.4 million, which is comprised of a \$91.2 million sewer budget and a \$98.2 million water utility budget.

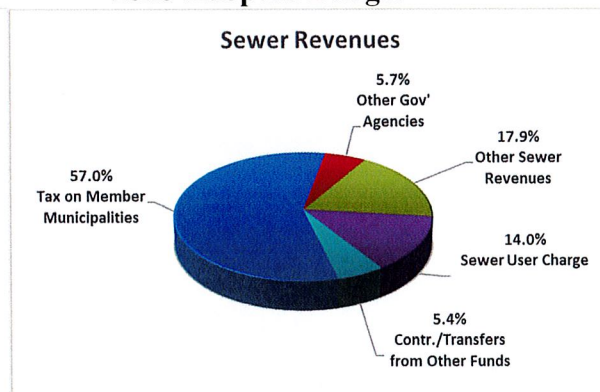
Sewer Operations

The 2019 sewer budget of \$91.2 million is an increase of \$12.2 million, or 15.6 %, above the 2018 adopted sewer budget. The increase in sewer expense is primarily a result of an increase in debt service (\$5.5 million), an increase in employee benefits (\$3.8 million) and an increase of contingencies (\$1.4 million) to reserve against groundwater remediation revenues. The change to the 2019 sewer budget, excluding debt service and contingencies, is an increase of \$5.2 million or 6.7%.

**Sewer Revenues
 2019 Adopted Budget**



**Sewer Revenues
 2018 Adopted Budget**



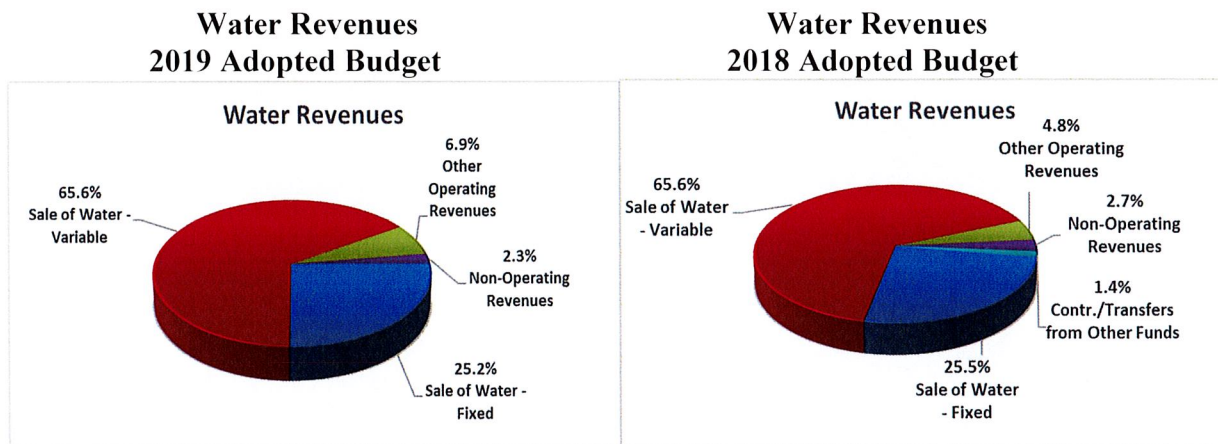
In order to support the adopted sewer expenses of \$91.2 million, the MDC has set the following revenue rates/assumptions for Fiscal 2019:

- Ad Valorem Tax to Member Municipalities in the amount of \$48.1 million, which is an increase of \$3.1 million or 7.0% over the 2018 Ad Valorem Tax.
- Sewer User Charge in the amount of \$4.64 per 100 cubic feet (ccf), which is an increase of \$1.27 per ccf or 37.6% over the 2018 rate.
- Assumes a \$6.00 per month Sewer Customer Service Charge.
- Revenues associated with administrative overhead activities on behalf of the MDC Clean Water Project in the amount of \$8.2 million.
- Revenues designated from prior year surplus in the amount of \$3.5 million.

As noted, the overall tax on MDC member towns will increase by 7.0%. In calculating the annual sewer tax, as mandated in the MDC's charter, the impact of the tax on individual member municipalities for sewage treatment may vary. To determine the annual tax for each town, the total sewer tax is 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 2019 water utility budget of \$98.2 million is an increase of \$10.0 million or 11.5%, over the 2018 adopted water utility budget. The increase in water utility expense is a result of increased debt service (\$3.5 million) and employee benefits (\$4.6 million). The change to the 2019 water utility budget excluding debt service is an increase of \$6.5 million or 7.4%.



In order to support the adopted water utility expenses of \$98.2 million, the MDC has set the following revenue rates/assumptions for Fiscal 2019:

- Base water rate of \$3.50 per 100 cubic feet (ccf) is an increase of \$0.36 from the 2018 level.
- The water consumption assumption of 18.4 million ccf, is unchanged from the 2018 assumption. By implementing the automated meter reading program throughout the District, the MDC is able to readily gather and analyze existing consumption activity. With this insight into customer usage, the MDC is better able to understand the impact of conservation efforts and its impact on aggregate water consumption.
- The Customer Service Charge and the General Surcharge Outside District is based upon

demand capacity and covers a portion of the fixed operating and maintenance costs associated with water operations. The rates are unchanged from the 2018 adopted levels.

Effective on and after January 1, 2019, the base water rate will increase to \$3.50 per 100 cubic feet, and the Clean Water Project Charge will increase to \$4.10 per 100 cubic feet.

After factoring in the 2019 rate changes, MDC customers will continue to pay one of the lowest water rates in the state.

Fiscal Responsibility and Financial Management

The MDC continually evaluates its operating policies and procedures as well as how the MDC interacts with its customers and key stakeholders. The 2019 Adopted Budget reaffirms our commitment to cost containment and proactively monitors and evaluates the business and statutory environment.

The table below details the compound annual growth rate (CAGR) of key components of the MDC budget from the period of 2007 to 2019.

Figures represent \$ million with exception to ccf rates

	<u>2007</u>	<u>2019</u>	<u>CAGR</u>
Total MDC Adopted Budget	\$101.3	\$189.5	5.4%
MDC Adopted Sewer Budget	47.8	91.3	5.5%
MDC Adopted Water Budget	53.5	98.2	5.2%
Total MDC Debt Service	\$ 16.3	\$ 65.9	12.3%
MDC Sewer Debt Service	11.8	34.1	9.2%
MDC Water Debt Service	4.5	31.8	17.7%
Total MDC Non-Debt Expenses	\$ 85.0	\$123.6	3.2%
MDC Sewer Non-Debt Expenses	36.0	57.2	3.9%
MDC Water Non-Debt Expenses	49.0	66.4	2.6%
MDC Ad Valorem Tax	\$ 31.0	\$ 48.2	3.7%
MDC Base Water Rate per ccf	\$ 1.96	\$ 3.50	5.0%
MDC Sewer User Charge per ccf	\$ 1.96	\$ 4.64	7.4%
Headcount	651	485	-2.4%

This table reveals that the sewer operations budget (excluding debt service) has grown at a compound annual growth rate of 3.9%, 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 3.7%. The MDC has achieved these results through prudent planning, aggressive budget monitoring, cost containment initiatives and cautious use of contingency.

The MDC's 2019 Capital Improvement Program totals \$73.1 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 MDC continues to undertake initiatives to analyze and develop cost effective strategies with respect to controlling pension and healthcare costs. As we move forward, the MDC remains 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 the customers we serve.

Respectfully submitted,



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

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Budget Summary

Revenue & Expenditure Summary

The District's budget for 2019 totals \$189,468,200; a \$22,375,300 or 13.4% increase from the appropriation level adopted in support of 2018 operations and programs. The following table summarizes the Adopted 2019 operating revenues and expenditures for the District's Water and Sewer operations.

Budget Summary

Revenue & Expenditure Summary

	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Water Revenues				
Sale of Water	\$78,140,400	\$80,187,300	\$82,190,500	\$89,124,600
Other Operating Revenue	3,991,200	4,261,100	3,727,000	6,820,200
Subtotal Operating Revenue	82,131,600	84,448,400	85,917,500	95,944,800
Non-Operating Revenues	4,979,600	2,396,900	2,275,150	2,262,600
Contribution from (to) Working Funds	0	1,270,400	0	0
Subtotal Non-Operating Revenue	4,979,600	3,667,300	2,275,150	2,262,600
Total Water Revenue	87,111,200	88,115,700	88,192,650	98,207,400
Sewer Revenues				
Tax on Member Municipalities	\$41,670,400	\$45,004,000	\$45,004,000	\$48,153,100
Revenue for Other Gov't Agencies	4,693,500	4,530,000	5,319,000	4,958,400
Other Sewer Revenues	15,507,480	14,168,900	16,299,300	17,108,400
Sewer User Charge Revenues	7,638,240	11,038,400	11,142,100	17,540,900
Subtotal Operating Revenue	69,509,620	74,741,300	77,764,400	87,760,800
Contrib/Transfers from Other Funds	2,114,000	4,235,900	0	0
Surplus Designated from Prior Yr.	0	0	0	3,500,000
Subtotal Non-Operating Revenue	2,114,000	4,235,900	0	3,500,000
Total Sewer Revenues	71,623,620	78,977,200	77,764,400	91,260,800
Total Water and Sewer Revenues	\$158,734,820	\$167,092,900	\$165,957,050	\$189,468,200
Expenditures				
District Board	\$233,600	\$375,500	\$375,500	\$395,500
Executive Office	675,600	903,700	952,000	950,300
Administrative Services	151,100	-	-	-
Legal	2,095,600	1,685,900	1,649,900	1,727,900
Human Resources	1,468,100	1,542,150	1,412,850	1,524,100
Information Technology	6,357,300	7,151,850	6,816,650	6,928,100
Finance	5,422,000	6,497,000	6,441,500	6,886,300
Environment, Health & Safety	850,500	902,700	872,700	964,800
Engineering and Planning	1,025,200	1,798,500	1,728,500	1,926,600
Command Center	3,701,600	4,060,900	4,055,900	4,116,300
Operating Office	582,700	539,900	539,900	757,000
Operations	9,422,000	9,825,300	10,744,960	10,721,600
Laboratory Services	1,541,800	1,653,300	1,655,800	1,775,600
Water Pollution Control	15,377,100	16,745,100	16,745,100	17,462,200
Maintenance	10,255,100	11,254,600	11,029,600	10,946,200
Water Treatment & Supply	7,841,600	8,861,500	8,702,000	8,944,700
Patrol	1,550,100	1,674,600	1,674,600	1,719,500
Debt Service	48,133,491	56,741,300	55,233,748	65,822,800
Employee Benefits	18,890,000	20,060,100	20,111,600	28,507,900
General Insurance	3,965,800	4,162,200	4,162,200	4,747,100
Taxes and Fees	3,333,600	3,300,500	3,496,500	3,610,500
Special Agr. and Programs	3,403,700	4,806,300	4,591,400	5,033,200
Contingencies	-	2,550,000	-	4,000,000
Riverfront Park	1,208,200	-	-	-
Total Water and Sewer Budget	\$147,485,791	\$167,092,900	\$162,992,908	\$189,468,200

Budget Summary

Revenue & Expenditure Summary

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

	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
REVENUES				
Tax on Member Municipalities	\$41,670,400	\$45,004,000	\$45,004,000	\$48,153,100
Revenue for Other Gov't Agencies	4,693,500	4,530,000	5,319,000	4,958,400
Other Sewer Revenues	15,507,480	14,168,900	16,299,300	17,108,400
Sewer User Charge Revenues	7,638,240	11,038,400	11,142,100	17,540,900
Subtotal	69,509,620	74,741,300	77,764,400	87,760,800
Contr./Transfers from Other Funds	2,114,000	4,235,900	0	0
Surplus Designated from Prior Yr.	0	0	0	3,500,000
Subtotal	\$2,114,000	\$4,235,900	\$0	\$3,500,000
Total Revenue	\$71,623,620	\$78,977,200	\$77,764,400	\$91,260,800
EXPENDITURES				
District Board	\$114,500	\$184,000	\$184,000	\$193,800
Executive Office	331,000	442,800	466,500	465,600
Legal	1,026,800	826,100	808,500	846,700
Human Resources	719,400	755,700	692,300	746,800
Information Technology	2,097,900	2,360,200	2,249,500	2,286,300
Finance	2,656,800	3,183,600	3,156,400	3,374,200
Environment, Health & Safety	416,700	442,300	427,600	472,800
Engineering and Planning	502,400	881,300	847,000	944,100
Command Center	1,258,600	1,380,700	1,379,000	1,399,500
Operating Office	285,600	264,600	264,600	370,900
Operations	2,355,600	2,456,300	2,686,200	2,680,500
Laboratory Services	740,100	793,600	794,800	852,300
Water Pollution Control	15,377,100	16,745,100	16,745,100	17,462,200
Maintenance	5,025,100	5,514,800	5,404,600	5,363,600
Debt Service	23,536,004	28,519,400	27,846,589	34,069,500
Employee Benefits	8,500,500	9,027,000	9,050,200	12,828,600
General Insurance	1,189,800	1,248,700	1,248,700	1,424,100
Special Agr. and Programs	1,367,700	1,401,000	1,376,000	1,479,300
Contingencies	0	2,550,000	0	4,000,000
Total Expenses	\$67,575,604	\$78,977,200	\$75,627,589	\$91,260,800

Budget Summary

Revenue & Expenditure Summary

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

	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>REVENUES</u>				
Sale of Water	\$78,140,400	\$80,187,300	\$82,190,500	\$89,124,600
Other Operating Revenues	3,991,200	4,261,100	3,727,000	6,820,200
Subtotal	\$82,131,600	\$84,448,400	\$85,917,500	\$95,944,800
Non-Operating Revenues	4,979,600	2,396,900	2,275,150	2,262,600
Contrib. From (to) Working Fund	0	1,270,400	0	0
Subtotal	\$4,979,600	\$3,667,300	\$2,275,150	\$2,262,600
Total Revenue	\$87,111,200	\$88,115,700	\$88,192,650	\$98,207,400
<u>EXPENDITURES</u>				
District Board	\$119,100	\$191,500	\$191,500	\$201,700
Executive Office	344,600	460,900	485,500	484,700
Legal	1,068,800	859,800	841,400	881,200
Human Resources	748,700	786,450	720,550	777,300
Information Technology	4,259,400	4,791,650	4,567,150	4,641,800
Finance	2,765,200	3,313,400	3,285,100	3,512,100
Environment, Health & Safety	433,800	460,400	445,100	492,000
Engineering and Planning	522,800	917,200	881,500	982,500
Command Center	2,443,000	2,680,200	2,676,900	2,716,800
Operating Office	297,100	275,300	275,300	386,100
Operations	7,066,400	7,369,000	8,058,760	8,041,100
Laboratory Services	801,700	859,700	861,000	923,300
Maintenance	5,230,000	5,739,800	5,625,000	5,582,600
Water Treatment & Supply	7,841,600	8,861,500	8,702,000	8,944,700
Patrol	1,550,100	1,674,600	1,674,600	1,719,500
Debt Service	24,597,487	28,221,900	27,387,159	31,753,300
Employee Benefits	10,389,500	11,033,100	11,061,400	15,679,300
General Insurance	2,776,000	2,913,500	2,913,500	3,323,000
Taxes and Fees	3,333,600	3,300,500	3,496,500	3,610,500
Special Agr. and Programs	2,036,000	3,405,300	3,215,400	3,553,900
Total Expenses	\$79,910,187	\$88,115,700	\$87,365,319	\$98,207,400

Budget Summary

Revenues: Changes by Source

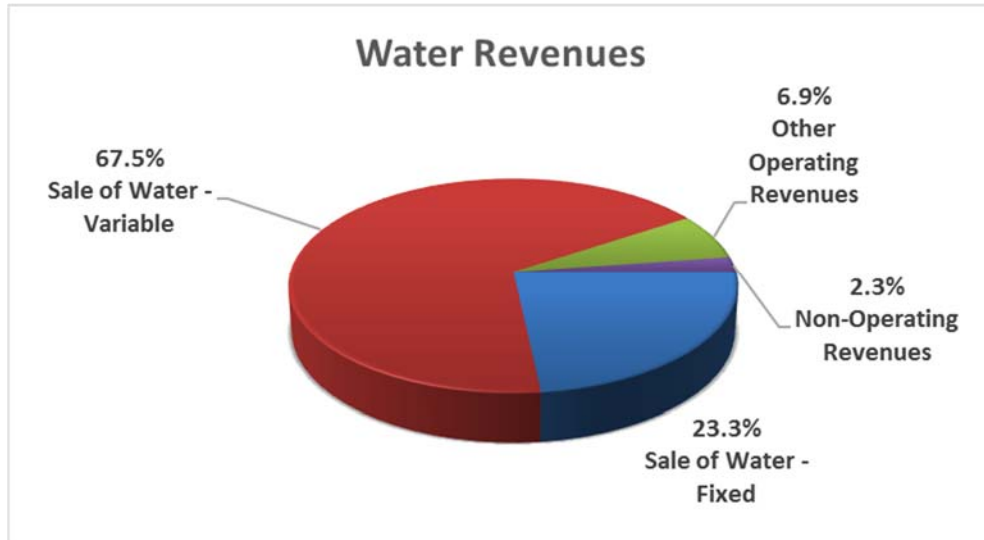
Adopted water and sewer revenues for 2019 total \$189,468,200, an increase of \$22,375,300 or 13.4% from the Adopted 2018 level. The sewer revenues have increased by \$12,283,600 and the water revenues increased by \$10,091,700.

Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$78,140,400	\$80,187,300	\$82,190,500	\$89,124,600
Other Operating Revenues	3,991,200	4,261,100	3,727,000	6,820,200
Total Operating Revenues	82,131,600	84,448,400	85,917,500	95,944,800
Non-Operating Revenues	4,979,600	2,396,900	2,275,150	2,262,600
Contributions (to) from Working Funds	0	1,270,400	0	0
Total Other Revenues	4,979,600	3,667,300	2,275,150	2,262,600
Total Water Revenues	\$87,111,200	\$88,115,700	\$88,192,650	\$98,207,400
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$41,670,400	\$45,004,000	\$45,004,000	\$48,153,100
Revenue from Other Govt. Agencies	4,693,500	4,530,000	5,319,000	4,958,400
Other Sewer Revenues	15,507,480	14,168,900	16,299,300	17,108,400
Sewer User Charge Revenues	7,638,240	11,038,400	11,142,100	17,540,900
Total Operating Revenues	69,509,620	74,741,300	77,764,400	87,760,800
Contributions (to) from Other Funds	2,114,000	4,235,900	0	0
Designated from Surplus	0	0	0	3,500,000
Total Other Revenues	2,114,000	4,235,900	0	3,500,000
Total Sewer Revenues	\$71,623,620	\$78,977,200	\$77,764,400	\$91,260,800
Total Water and Sewer Revenues	\$158,734,820	\$167,092,900	\$165,957,050	\$189,468,200

Budget Summary

Revenues: Changes by Source

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



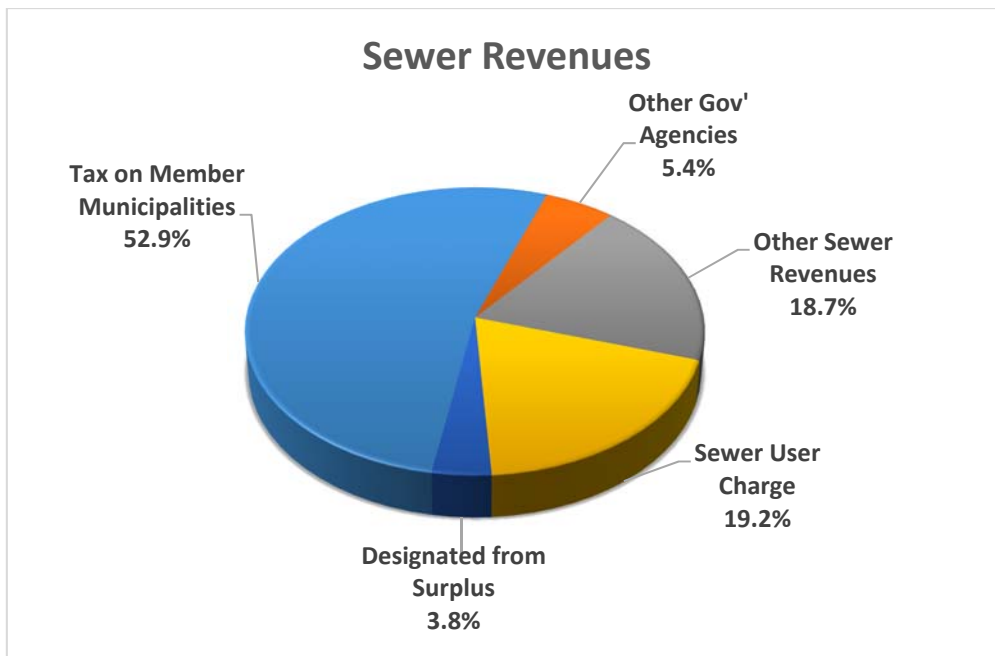
Water: \$10,091,700

- **Sale of Water:** An overall increase of \$8,937,300 is the result of the 2019 water rate increase.
- **Other Operating Revenues:** The increase of \$2,559,100 is primarily due to an increase in rates for Hydrant Maintenance, Fire Protection Services, and Cross Connection Fees.
- **Non-Operating Revenues:** The overall decrease of \$134,300 is attributed to a net change in Water Billing Penalties, Long Term Bill Jobs and Forestry Operations, offset by the DPH Assessment Fee.

Budget Summary

Revenues: Changes by Source

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



Sewer: \$12,283,600

- **Tax on Member Municipalities:** Assumes a \$3,149,100 or 7.0% 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 increase slightly from 2018 to 2019 adopted levels by \$428,400, an increase associated with the Heat Recovery Project.
- **Other Sewer Revenues:** An overall increase of \$2,939,500 is primarily driven by Groundwater Remediation and Septage Fees.
- **Sewer User Charges:** The sewer user rate will increase from \$3.37 per CCF to \$4.64 per CCF. The monthly sewer customer service charge will increase from \$3.00 to \$6.00.
- **Designated from Surplus:** Use of \$3,500,000 designated from prior year surplus for 2019.

Budget Summary

Revenues: Changes by Source

Tax History by Town	2015	2016	2017	2018	2019
Hartford	\$10,298,600	\$10,174,900	\$10,963,200	\$11,550,400	\$12,372,000
East Hartford	\$4,490,100	\$4,762,000	\$5,059,400	\$5,486,600	\$5,775,200
Newington	\$3,287,300	\$3,508,400	\$3,752,900	\$4,120,900	\$4,318,900
Wethersfield	\$3,022,000	\$3,207,700	\$3,408,200	\$3,707,800	\$3,979,400
Windsor	\$3,222,600	\$3,404,700	\$3,656,900	\$4,001,500	\$4,274,900
Bloomfield	\$2,752,400	\$2,936,000	\$3,067,100	\$3,256,200	\$3,488,600
Rocky Hill	\$2,153,700	\$2,239,700	\$2,475,800	\$2,712,500	\$2,909,600
West Hartford	\$8,219,700	\$8,710,900	\$9,286,900	\$10,168,100	\$11,034,500
Total	\$37,446,400	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100

Tax Percentage	2015	2016	2017	2018	2019
Hartford	27.50%	26.13%	26.31%	25.67%	25.69%
East Hartford	11.99%	12.23%	12.14%	12.19%	11.99%
Newington	8.78%	9.01%	9.01%	9.16%	8.97%
Wethersfield	8.07%	8.24%	8.18%	8.24%	8.26%
Windsor	8.61%	8.74%	8.78%	8.89%	8.88%
Bloomfield	7.35%	7.54%	7.36%	7.24%	7.24%
Rocky Hill	5.75%	5.75%	5.94%	6.03%	6.04%
West Hartford	21.95%	22.36%	22.28%	22.58%	22.93%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/16/2019	4/17/2019	7/17/2019	10/16/2019	Total
Hartford	\$2,887,600	\$2,887,600	\$3,298,400	\$3,298,400	\$12,372,000
East Hartford	1,371,650	1,371,650	1,515,950	1,515,950	5,775,200
Newington	1,030,225	1,030,225	1,129,225	1,129,225	4,318,900
Wethersfield	926,950	926,950	1,062,750	1,062,750	3,979,400
Windsor	1,000,375	1,000,375	1,137,075	1,137,075	4,274,900
Bloomfield	814,050	814,050	930,250	930,250	3,488,600
Rocky Hill	678,125	678,125	776,675	776,675	2,909,600
West Hartford	2,542,025	2,542,025	2,975,225	2,975,225	11,034,500
Total	\$11,251,000	\$11,251,000	\$12,825,550	\$12,825,550	\$48,153,100

Budget Summary

Revenues: Changes by Department

The District's expenditure budget for 2019 totals \$189,468,200; a \$22,375,300 or 13.4% increase from the appropriation level adopted in support of 2018 operations and programs. The following table summarizes the changes by department.

	2017 Actual	2018 Adopted	2019 Adopted	Change
District Board	233,600	375,500	395,500	20,000
Executive Office	675,600	903,700	950,300	46,600
Legal	2,095,600	1,685,900	1,727,900	42,000
Human Resources	1,468,100	1,542,150	1,524,100	(18,050)
Information Technology	6,357,300	7,151,850	6,928,100	(223,750)
Finance	5,422,000	6,497,000	6,886,300	389,300
Environment, Health & Safety	850,500	902,700	964,800	62,100
Engineering and Planning	1,025,200	1,798,500	1,926,600	128,100
Command Center	3,701,600	4,060,900	4,116,300	55,400
Operating Office	582,700	539,900	757,000	217,100
Operations	9,422,000	9,825,300	10,721,600	896,300
Laboratory Services	1,541,800	1,653,300	1,775,600	122,300
Water Pollution Control	15,377,100	16,745,100	17,462,200	717,100
Maintenance	10,255,100	11,254,600	10,946,200	(308,400)
Water Treatment & Supply	7,841,600	8,861,500	8,944,700	83,200
Patrol	1,550,100	1,674,600	1,719,500	44,900
Debt Service	48,133,491	56,741,300	65,822,800	9,081,500
Employee Benefits	18,890,000	20,060,100	28,507,900	8,447,800
General Insurance	3,965,800	4,162,200	4,747,100	584,900
Taxes and Fees	3,333,600	3,300,500	3,610,500	310,000
Special Agr. and Programs	3,403,700	4,806,300	5,033,200	226,900
Contingencies	-	2,550,000	4,000,000	1,450,000
Total Water and Sewer Budget	\$147,485,791	\$167,092,900	\$189,468,200	\$22,375,300

Budget Summary

Revenues: Changes by Major Object

The table below shows the proposed 2019 expenditure budget by Major Object.

Major Object	2017 Actual	2018 Adopted	2019 Adopted	\$ Change
Payroll				
Regular Pay	\$34,179,700	\$37,112,000	\$39,275,300	\$2,163,300
Overtime Pay	3,704,400	3,679,100	3,863,300	184,200
Temporary Help	493,300	527,600	531,600	4,000
Standby & Premium Pay	212,300	239,200	239,200	0
Longevity Pay	67,300	69,000	74,700	5,700
Total Payroll	\$38,657,000	\$41,626,900	\$43,984,100	\$2,357,200
Operations				
General Operations	\$13,539,400	\$15,806,300	\$16,172,600	\$366,300
Legal Services	1,376,800	808,700	808,700	0
Collection Services	450,900	900,000	900,000	0
Fuel for Incin., Pump. and Heating	1,184,600	1,688,200	1,518,700	(169,500)
Chemicals	1,775,800	2,096,000	2,042,400	(53,600)
Utilities	5,847,200	6,057,000	6,301,100	244,100
Debt	47,859,791	56,332,600	65,414,100	9,081,500
Nitrogen Credits	816,200	950,000	1,000,000	50,000
Pension Regular	5,057,100	5,328,000	4,727,000	(601,000)
OPEB	4,013,100	4,099,000	7,602,000	3,503,000
Employee Benefits	9,805,200	10,699,100	16,093,900	5,394,800
Insurance	3,901,100	4,062,200	4,642,100	579,900
Taxes and Fees	3,333,600	3,300,500	3,610,500	310,000
Special Agrmts and Programs	2,334,500	3,775,000	4,002,200	227,200
Riverfront Park	1,208,200	-	-	0
Total Operations	102,503,491	115,902,600	134,835,300	18,932,700
Maintenance	6,320,200	7,013,400	6,633,800	(379,600)
Capital Outlay	5,100	-	15,000	15,000
Contingencies	-	2,550,000	4,000,000	1,450,000
Total	\$147,485,791	\$167,092,900	\$189,468,200	\$22,375,300

Budget Summary

Revenues: Changes by Major Object

The following are some of the highlights of the Adopted 2019 expenditure budget by Major Object.

Payroll: \$2,357,200

- **Regular Pay** the \$2,163,300 increase reflects increment and cost-of-living increases, transfer of positions from CIP to the operating budget and an increase in headcount.
- **Overtime** increase of \$184,200 reflects the anticipated increase in storm activity and emergency response services.
- A \$4,000 increase in **Temporary Help** reflects The District's incurred costs to implement the summer Learn & Earn Program.
- **Longevity Pay** will increase \$5,700 due to participation.

Operations: \$18,932,700

- **General Operations** expenditures are increasing by \$366,300 primarily as a result of an increase in **Outside Services, Consultant Services and Materials from Stock**.
- **Fuel for Incineration, Pumping and Heating** is decreasing by \$169,500 due to projected decrease in usage and rates.
- **Chemicals** are decreasing by \$53,600 primarily due to reduced chemical usage at various facilities throughout the District.
- **Utilities** are increasing by \$244,100 as the result of anticipated usage at various treatment facilities due to construction and winter/summer reliability costs.
- **Debt Service**, a net increase of \$9,081,500 reflects an increase in the sum of principal payments and issuances for 2019.
- **Nitrogen Credits** are projected to be higher by \$50,000. 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 decrease of \$601,000 is based on the District's actuary and allocated upon payroll.
- **OPEB** is increasing by \$3,503,000, to offset the current unfavorable OPEB Trust Fund balance and align the annual required contributions to reflect The District's OPEB Obligation.
- **Employee Benefits** are increasing by \$5,394,800. The budget reflects costs associated with rising insurance costs and *Social Security*.
- **General Insurance** is higher by \$579,900 due to an increase in rates and new facilities being brought on-line.
- **Taxes and Fees**, an increase in 2019 by \$310,000 reflects anticipated spend.

Budget Summary

Revenues: Changes by Major Object

- **Special Agreements and Programs** are expected to increase by \$227,200. This increase is due to an increase of funding for **Riverfront Recapture**.

Maintenance: (\$379,600)

- The **Maintenance** decrease reflects the anticipated costs related to **Infrastructure Equipment**, offset by increases in various other **Maintenance** expenses.

Capital Outlay: \$15,000

- The **Capital Outlay** increases reflects the anticipated costs related to **Tool and Work Equipment**.

Contingency: \$1,450,000

- 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 2019 overall budget.

OBJECT CODES	AMOUNT	% OF BUDGET
Debt	\$65,414,100	34.60%
Payroll	43,984,100	23.20%
General Operations	16,187,600	8.50%
Utilities	6,301,100	3.30%
Employee Benefits	16,093,900	8.50%
Maintenance	6,633,800	3.50%
Pension Regular	4,727,000	2.50%
Other Post Employee Ber	7,602,000	4.00%
Insurance	4,642,100	2.50%
Chemicals	2,042,400	1.10%
Taxes and Fees	3,610,500	1.90%
Fuel for Incin., Pump. anc	1,518,700	0.80%
Contingency	4,000,000	2.10%
Nitrogen Credits	1,000,000	0.50%
Special Agrmts and Progr	4,002,200	2.10%
Legal Services	808,700	0.40%
Collection Services	900,000	0.50%
Total Operations	189,468,200	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Payroll Related	\$72,407,000	38.21%
Debt	65,414,100	34.53%
General Operations	16,187,600	8.54%
Contingency	4,000,000	2.11%
Utilities	7,819,800	4.13%
Maintenance	6,633,800	3.50%
Insurance	4,642,100	2.45%
Chemicals	2,042,400	1.08%
Taxes & Fees	3,610,500	1.91%
Legal	1,708,700	0.90%
Special Agrmts & Prgms	4,002,200	2.11%
Nitrogen Credits	1,000,000	0.53%
	\$189,468,200	100.00%

Budget Summary

Expenditures: Statistical Analysis

The following table shows the major changes from the 2018 Adopted Budget and the 2019 Adopted Budget.

Commitment Item	Expenditure Classification	2018 Adopted	2019 Adopted	Change	Percent Change
502286	System Support	65,000	500,000	435,000	669.23%
502115	Computer Software	3,500	13,500	10,000	285.71%
502225	Employee Tuition	20,000	50,000	30,000	150.00%
502273	Employee Education Program	20,000	40,000	20,000	100.00%
502056	OPEB Trust Contribution	4,099,000	7,602,000	3,503,000	85.46%
502153	Chlorine	14,400	25,000	10,600	73.61%
502313	Photocopier Rental	71,150	123,000	51,850	72.87%
502500	Blue Cross	7,378,000	12,716,000	5,338,000	72.35%
503305	Manholes	3,000	5,000	2,000	66.67%
509901	Contingencies	2,550,000	4,000,000	1,450,000	56.86%
502270	Seminars & Conventions	50,400	73,400	23,000	45.63%
502006	Fertilizer	7,000	10,000	3,000	42.86%
502008	Legal Advertising	17,000	24,000	7,000	41.18%
502103	Electrical Supplies	23,000	32,000	9,000	39.13%
502287	Outside Services	2,042,200	2,769,500	727,300	35.61%
502191	Sludge Removal	31,500	42,000	10,500	33.33%
502416	Computer Equipment & Supplies	83,000	108,000	25,000	30.12%
502230	General Property	242,700	315,000	72,300	29.79%
503302	Catch Basins	4,000	5,000	1,000	25.00%
503203	Office Furniture & Equipment	14,000	17,500	3,500	25.00%
502212	Fuel for Pumping	140,500	174,500	34,000	24.20%
502198	State of CT	202,000	250,000	48,000	23.76%
502364	Interest on Bonds	18,909,900	22,866,000	3,956,100	20.92%
508360	Principal on Bonds	34,911,500	41,912,000	7,000,500	20.05%
502250	Envelopes	50,000	40,000	(10,000)	-20.00%
502118	Employee Testing & Recruiting	38,000	29,000	(9,000)	-23.68%
502353	Telephone - Data & Voice	975,000	718,000	(257,000)	-26.36%
503217	Infrastructure Software	3,295,000	2,359,000	(936,000)	-28.41%
502022	Salt and Ice Control	43,000	30,000	(13,000)	-30.23%
502216	Diesel Fuel	601,500	401,500	(200,000)	-33.25%
502275	Employee Activities	33,000	22,000	(11,000)	-33.33%
502278	Business Travel	11,500	7,600	(3,900)	-33.91%
502237	Automobile Liability	81,100	53,100	(28,000)	-34.53%
502159	Polymer	822,000	620,000	(202,000)	-24.57%
502214	Gasoline	515,000	300,000	(215,000)	-41.75%
503417	Recreation Equipment	13,600	7,000	(6,600)	-48.53%
502170	Website Expenses	10,000	3,000	(7,000)	-70.00%
502363	Interest & Note Issue Expense	2,511,200	636,100	(1,875,100)	-74.67%
502017	Postage	808,200	60,000	(748,200)	-92.58%
502510	Affordable Healthcare	116,000	-	(116,000)	-100.00%
503307	Pump Stations	15,000	-	(15,000)	-100.00%
502303	Television Services	7,000	-	(7,000)	-100.00%
502005	Custom Sawing	1,500	-	(1,500)	-100.00%

**BUDGET
APPROPRIATIONS**

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**SECTION
B**

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.

2019 Budget Expenditures

Budget Appropriations	Water	Sewer	Total
District Board	201,700	193,800	395,500
Executive Office	484,700	465,600	950,300
Legal	881,200	846,700	1,727,900
Human Resources	777,300	746,800	1,524,100
Information Technology	4,641,800	2,286,300	6,928,100
Finance	3,512,100	3,374,200	6,886,300
Environment, Health and Safety	492,000	472,800	964,800
Engineering and Planning	982,500	944,100	1,926,600
Customer Service	2,716,800	1,399,500	4,116,300
Operating Office	386,100	370,900	757,000
Operations	8,041,100	2,680,500	10,721,600
Laboratory Services	923,300	852,300	1,775,600
Water Pollution Control	-	17,462,200	17,462,200
Maintenance	5,582,600	5,363,600	10,946,200
Water Treatment & Supply	8,944,700	-	8,944,700
Patrol	1,719,500	-	1,719,500
Debt Service	31,753,300	34,069,500	65,822,800
Employee Benefits	15,679,300	12,828,600	28,507,900
General Insurance	3,323,000	1,424,100	4,747,100
Taxes and Fees	3,610,500	-	3,610,500
Special Agreements and Programs	3,553,900	1,479,300	5,033,200
Contingencies	-	4,000,000	4,000,000
Total Water and Sewer Budget	98,207,400	91,260,800	189,468,200
Hydroelectric			895,400

2019 Budget Revenues

Revenue	Total
Water Revenues	
Operating Revenues	
Sale of Water	\$89,124,600
Other Operating Revenues	6,820,200
Subtotal Operating Revenues	95,944,800
Non-Operating Revenues	2,262,600
Total Source of Revenues – Water Operations	\$98,207,400
Sewer Revenues	
Operating Revenues	
Tax on Member Municipalities	\$48,153,100
Revenue from Other Government Agencies	4,958,400
Other Sewer Revenues	17,108,400
Sewer User Charge Revenues	17,540,900
Subtotal Operating Revenues	\$87,760,800
Other Financing Sources	
Designated from Surplus	3,500,000
Subtotal Other Financing Sources	\$3,500,000
Total Source of Revenues – Sewer Operations	\$91,260,800
Total Source of Revenues – Water and Sewer Operations	\$189,468,200
Hydroelectric Revenues	\$895,400

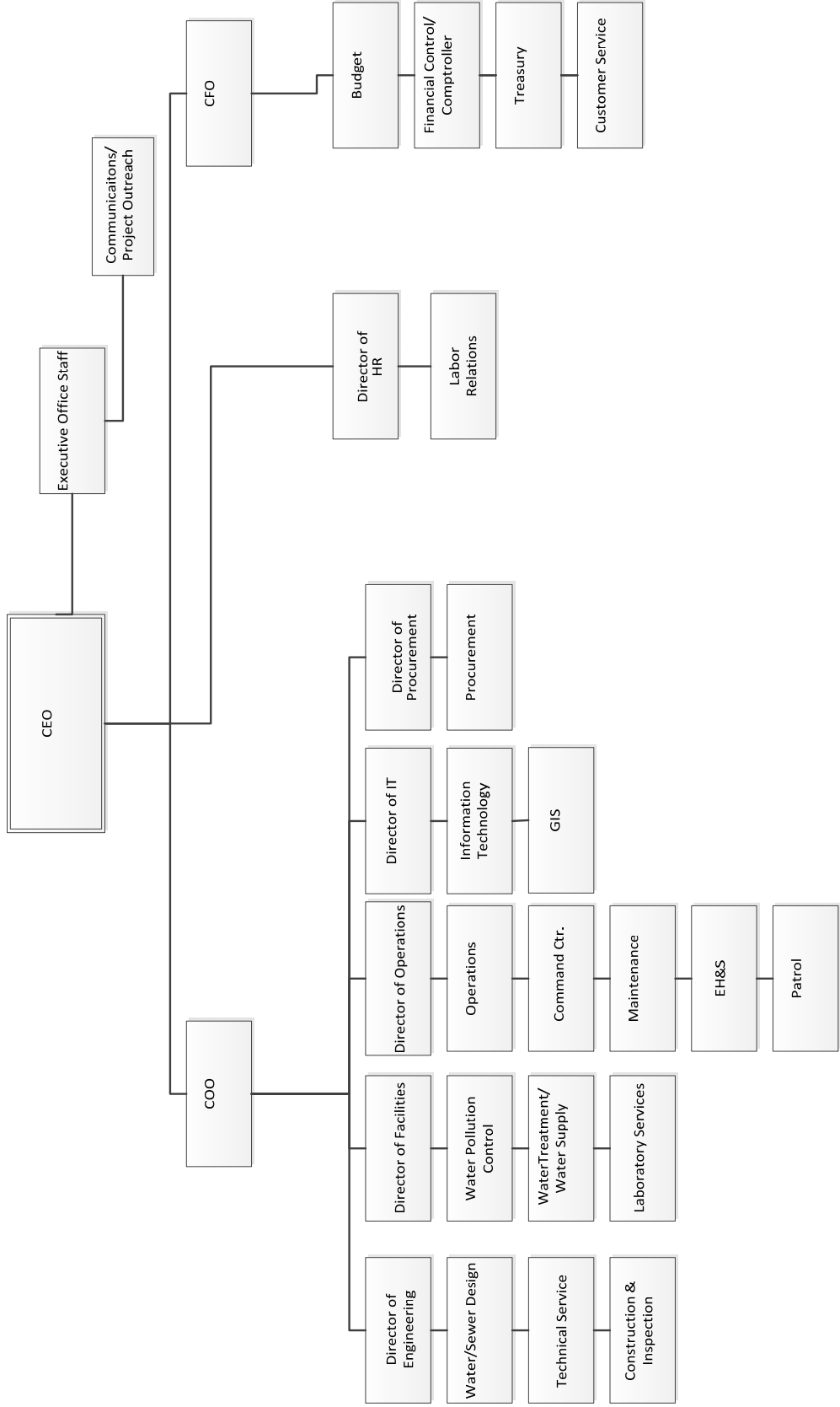
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**BUDGET
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The Metropolitan District



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The Metropolitan District

Description

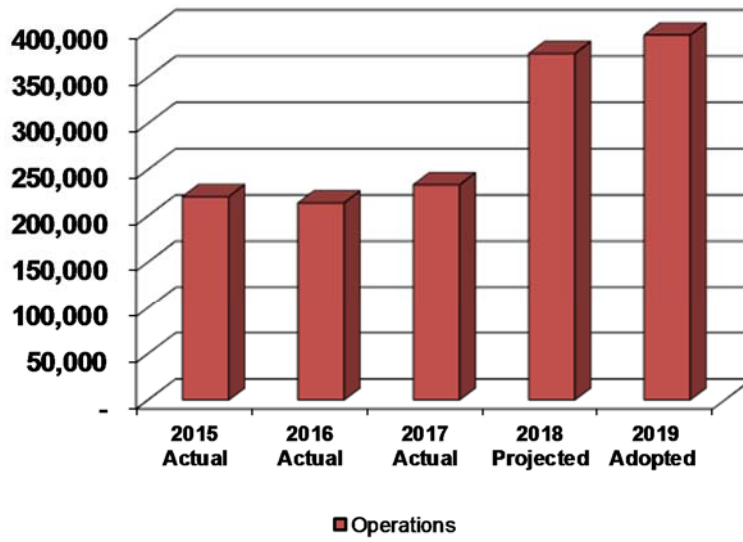
- The Metropolitan District (MDC), Hartford County, Connecticut is a non-profit municipal corporation established in 1929 by Special Act 511 of the Connecticut General Assembly. Member municipalities incorporated in the District are: the City of Hartford and the Towns of East Hartford, West Hartford, 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 2018, there were approximately 483 active full time employees at The Metropolitan District.

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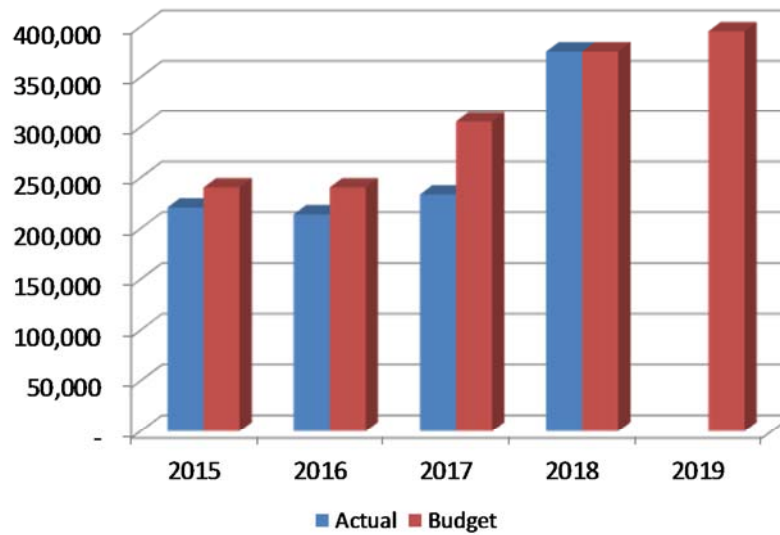
District Board

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Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	-	-	-	-	-
Operations	220,821	214,056	233,600	375,500	395,500
Maintenance	-	-	-	-	-
Total	220,821	214,056	233,600	375,500	395,500



	2015	2016	2017	2018	2019
Actual	220,821	214,056	233,600	375,500	
Budget	240,500	240,500	305,500	375,500	395,500
Variance	(19,679)	(26,444)	(71,900)	-	

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 District Board budget for the coming year is \$395,500, an increase of \$20,000 or 5.3% over the adopted level for 2018.

Operations: \$20,000

- Operational expenses are increasing based on increased Auditing for 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502107	Office Supplies & Expenses	100	5,000	4,500	5,000
502274	Meeting Expenses	44,000	35,000	35,000	35,000
502278	Business Travel	-	500	1,000	500
502287	Outside Services	59,800	195,000	175,000	195,000
502290	Auditing	129,700	140,000	160,000	160,000
	Total Expenditure Classification	233,600	375,500	375,500	395,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	114,500	184,000	184,000	193,800
	Water Allocation 51%	119,100	191,500	191,500	201,700
	Total Funding Allocation	233,600	375,500	375,500	395,500

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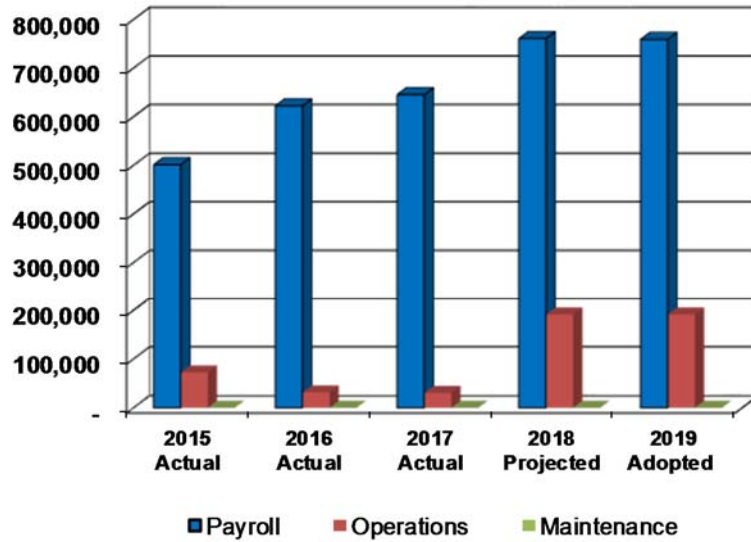
Executive Office

Administration

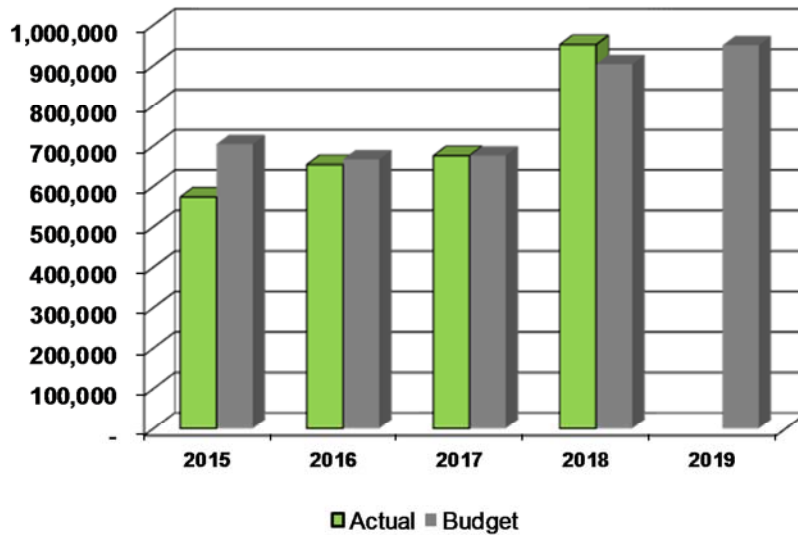
Executive
Office

Administration

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	501,413	622,436	645,300	760,800	759,100
Operations	72,256	31,518	30,300	191,200	191,200
Maintenance	-	-	-	-	-
Total	573,669	653,954	675,600	952,000	950,300



	2015	2016	2017	2018	2019
Actual	573,669	653,954	675,600	952,000	
Budget	704,300	666,900	676,300	903,700	950,300
Variance	(130,631)	(12,946)	(700)	48,300	

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 \$950,300, increasing by \$46,600 or 5.2% above the level adopted for 2018.

Payroll: \$46,600

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

Operations: \$0

- No change in the budget for 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	643,400	710,500	758,800	757,900
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,900	2,000	2,000	1,200
	Total Payroll	645,300	712,500	760,800	759,100
	<u>Operations</u>				
502008	Legal Advertising	-	12,000	12,000	12,000
502009	Liens Caveats Certificates of Installment	-	78,000	78,000	78,000
502107	Office Supplies & Expenses	-	6,000	6,000	6,000
502271	Dues-Professional Associations	500	60,000	60,000	60,000
502272	Books & Subscriptions	400	700	700	700
502274	Meeting Expenses	9,000	12,000	12,000	12,000
502278	Business Travel	1,300	1,500	1,500	1,500
502287	Outside Services	16,900	20,000	20,000	20,000
502634	Sponsored Events	-	1,000	1,000	1,000
	Total Operations	30,300	191,200	191,200	191,200
	Total Expenditure Classification	675,600	903,700	952,000	950,300
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	331,000	442,800	466,500	465,600
	Water Allocation 51%	344,600	460,900	485,500	484,700
	Total Funding Allocation	675,600	903,700	952,000	950,300
	<u>Authorized Positions</u>				
	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	2	1	1
	Professional Level Trainee	-	-	1	1
	Total Authorized Positions	4	5	5	5

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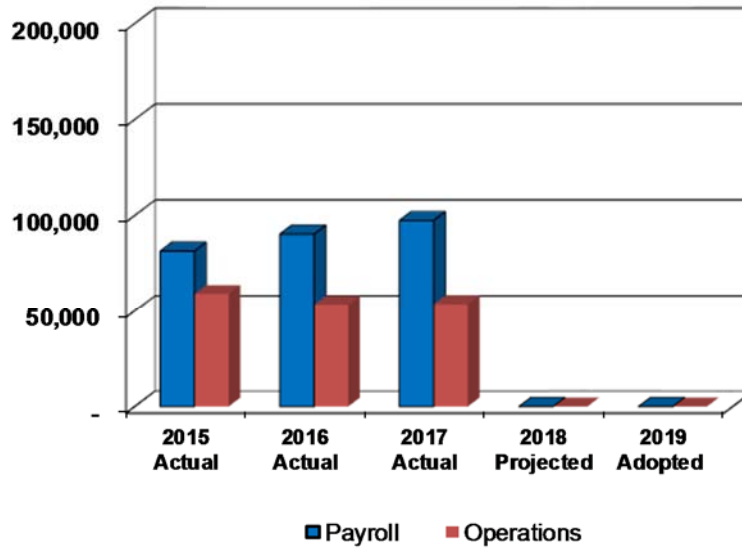
Administrative Services

Administration

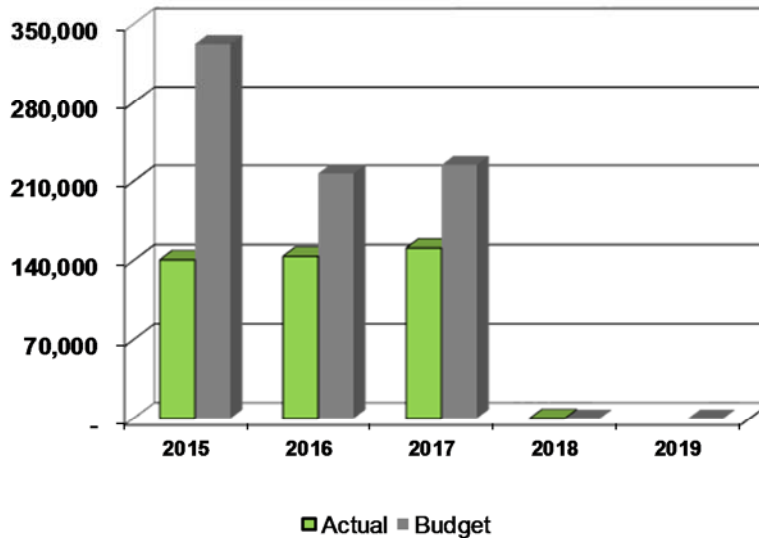
Administrative
Services

Administration

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	81,454	90,299	97,400	-	-
Operations	59,087	53,453	53,700	-	-
Maintenance	-	-	-	-	-
Total	140,542	143,752	151,100	-	-



	2015	2016	2017	2018	2019
Actual	140,542	143,752	151,100	-	-
Budget	332,300	217,000	224,500	-	-
Variance	(191,758)	(73,248)	(73,400)	-	-

Administration**Description**

The Administrative Services department was 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	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	97,400	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	97,400	-	-	-
	<u>Operations</u>				
502008	Legal Advertising	9,000	-	-	-
502009	Liens Caveats Certificates of Installment	17,200	-	-	-
502107	Office Supplies & Expenses	700	-	-	-
502271	Dues-Professional Associations	26,800	-	-	-
	Total Operations	53,700	-	-	-
	Total Expenditure Classification	151,100	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	74,000	-	-	-
	Water Allocation 51%	77,100	-	-	-
	Total Funding Allocation	151,100	-	-	-
	<u>Authorized Positions</u>				
	Executive Assistant	1	-	-	-
	Total Authorized Positions	1	-	-	-

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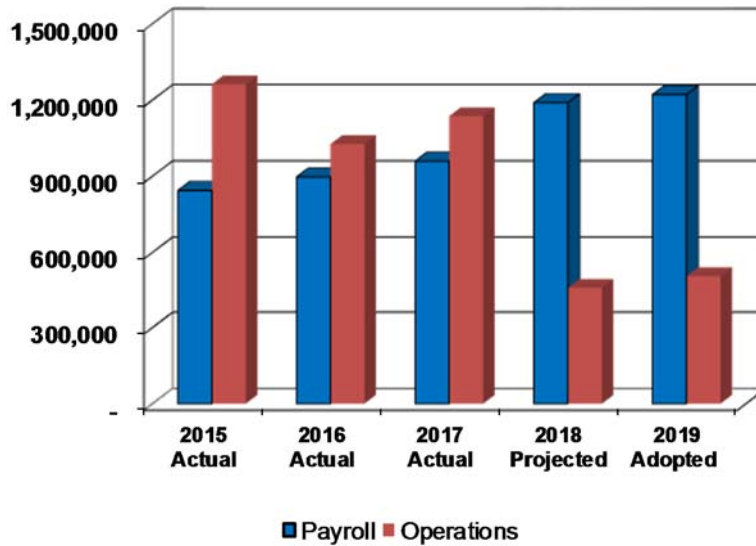
Legal

Administration

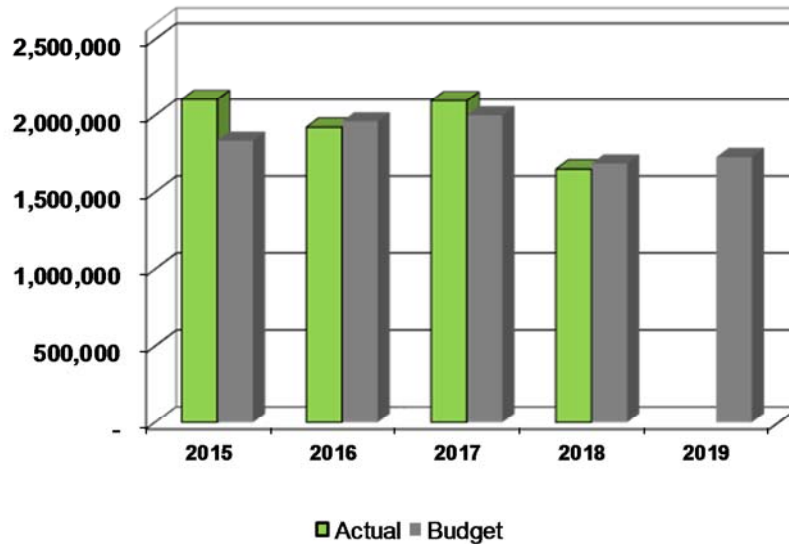


Legal

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	843,757	896,982	959,400	1,189,600	1,221,400
Operations	1,261,878	1,026,457	1,136,200	460,300	506,500
Maintenance	-	-	-	-	-
Total	2,105,634	1,923,439	2,095,600	1,649,900	1,727,900



	2015	2016	2017	2018	2019
Actual	2,105,634	1,923,439	2,095,600	1,649,900	
Budget	1,834,600	1,960,700	1,999,300	1,685,900	1,727,900
Variance	271,034	(37,261)	96,300	(36,000)	

Administration**Description**

The District's Legal Department is administered by District Counsel and supported by Assistant District Counsel and a Professional Level Trainee. 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 2019 totals \$1,727,900, which is an increase of \$42,000 or 2.5% above the expenditure level approved for 2018.

Payroll: \$42,000

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

Operations: \$0

- No change in the budget for 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	958,300	1,177,700	1,187,900	1,219,700
501201	Overtime	-	-	-	-
501301	Temporary Help	-	600	600	600
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,100	1,100	1,100	1,100
	Total Payroll	959,400	1,179,400	1,189,600	1,221,400
	<u>Operations</u>				
502027	Vehicle Mileage	-	500	1,000	500
502107	Office Supplies & Expenses	1,500	4,500	4,000	4,500
502270	Seminars & Conventions	3,700	2,500	4,500	2,500
502271	Dues-Professional Associations	1,600	1,300	8,800	1,300
502274	Meeting Expenses	1,500	2,000	2,000	2,000
502292	Legal Services	1,103,100	400,000	400,000	400,000
502296	Consultant Services	24,800	95,700	40,000	95,700
	Total Operations	1,136,200	506,500	460,300	506,500
	Total Expenditure Classification	2,095,600	1,685,900	1,649,900	1,727,900
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	1,026,800	826,100	808,500	846,700
	Water Allocation 51%	1,068,800	859,800	841,400	881,200
	Total Funding Allocation	2,095,600	1,685,900	1,649,900	1,727,900
	<u>Authorized Positions</u>				
	Assistant District Counsel	6	6	6	6
	District Counsel	1	1	1	1
	Executive Assistant	1	1	-	-
	Professional Level Trainee	-	-	1	1
	Total Authorized Positions	8	8	8	8

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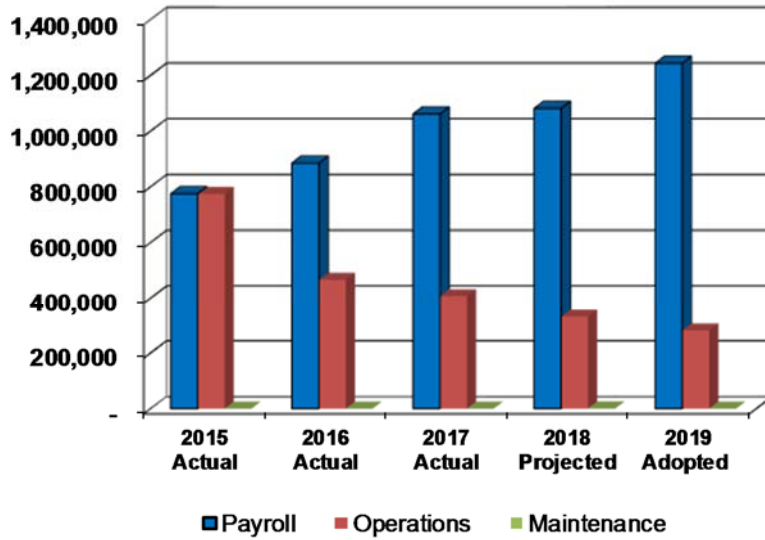
Human Resources

Administration

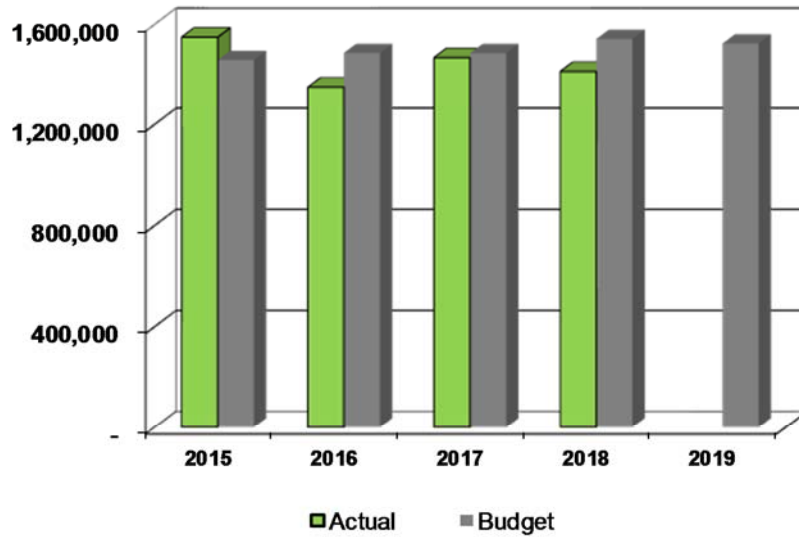
Human
Resources

Administration

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	775,110	884,931	1,060,900	1,081,400	1,243,100
Operations	774,066	465,731	407,200	330,650	281,000
Maintenance	-	-	-	800	-
Total	1,549,176	1,350,663	1,468,100	1,412,850	1,524,100



	2015	2016	2017	2018	2019
Actual	1,549,176	1,350,663	1,468,100	1,412,850	
Budget	1,458,400	1,486,300	1,486,000	1,542,150	1,524,100
Variance	90,776	(135,638)	(17,900)	(129,300)	

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 2019 budget for the Human Resources department totals \$1,524,100, a decrease of \$18,050 or 1.2% below the adopted budget level for 2018.

Payroll: \$111,500

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Full year funding for a HR Generalist, offset by the transfer of the Risk Services Analyst transferred to Environment, Health & Safety (1910015).

Operations: (\$128,950)

- *Employee Tuition, Employee Education Program* and other allotments have decreased from prior year.

Maintenance: (\$800)

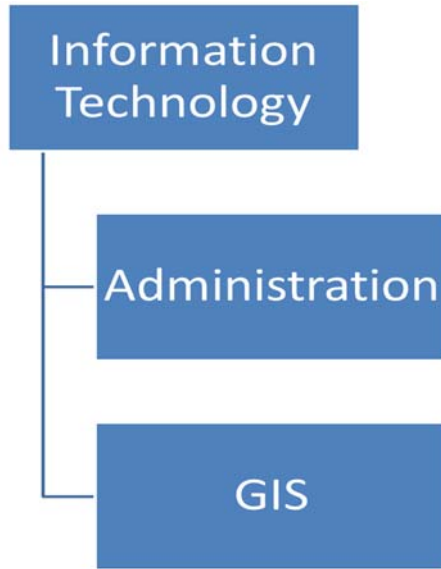
- *Office Furniture & Equipment* has been reduced based on historical expenditures.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	763,900	879,100	829,100	990,600
501201	Overtime	4,500	800	800	800
501301	Temporary Help	291,100	250,000	250,000	250,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,400	1,500	1,500	1,700
	Total Payroll	1,060,900	1,131,400	1,081,400	1,243,100
	<u>Operations</u>				
502107	Office Supplies & Expenses	15,900	8,600	8,600	6,800
502118	Employee Testing & Recruiting	30,700	38,000	38,000	29,000
502225	Employee Tuition	55,000	20,000	26,500	50,000
502270	Seminars & Conventions	700	2,000	2,000	1,600
502271	Dues-Professional Associations	1,600	2,000	2,000	1,200
502272	Books & Subscriptions	-	350	350	400
502273	Employee Education Program	123,000	20,000	18,500	-
502275	Employee Activities	34,000	33,000	27,400	22,000
502278	Business Travel	100	-	-	-
502279	Employee Services	7,400	7,000	38,300	7,000
502280	Grievance Expenses	2,000	5,000	5,000	5,000
502293	Medical Services	25,100	38,000	38,000	38,000
502296	Consultant Services	104,000	100,000	102,600	100,000
502510	Affordable Healthcare	-	116,000	5,400	-
502650	Diversity Programs	7,700	20,000	18,000	20,000
	Total Operations	407,200	409,950	330,650	281,000
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	800	800	-
	Total Maintenance	-	800	800	-
	Total Expenditure Classification	1,468,100	1,542,150	1,412,850	1,524,100
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	719,400	755,700	692,300	746,800
	Water Allocation 51%	748,700	786,450	720,550	777,300
	Total Funding Allocation	1,468,100	1,542,150	1,412,850	1,524,100
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Director of Human Resources	1	1	1	1
	Durational Project Manager	1	-	-	-
	Durational Div Project Manager	1	1	1	1
	Human Resources Generalist	3	3	3	3
	Human Resources Manager	-	1	1	1
	Professional Level Trainee	-	-	1	1
	Risk Services Analyst	1	1	-	-
	Total Authorized Positions	8	8	8	8

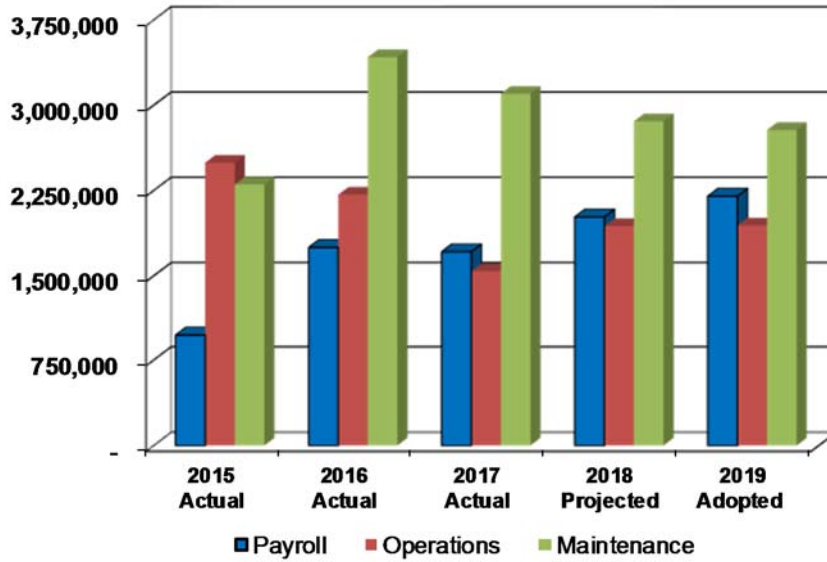
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Information Technology
Administration
Geographic Information System

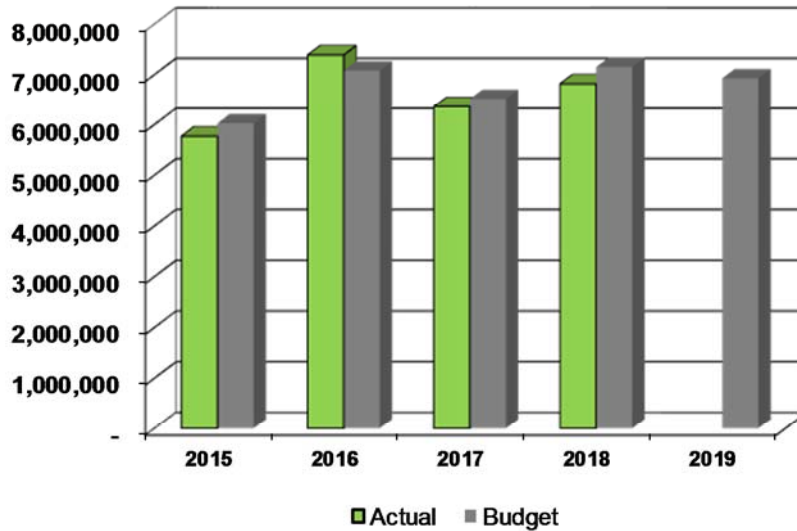


Information Technology

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	970,576	1,750,833	1,713,000	2,018,000	2,201,100
Operations	2,495,334	2,215,228	1,542,200	1,938,150	1,944,000
Maintenance	2,303,556	3,423,687	3,102,100	2,860,500	2,783,000
Total	5,769,466	7,389,748	6,357,300	6,816,650	6,928,100



	2015	2016	2017	2018	2019
Actual	5,769,466	7,389,748	6,357,300	6,816,650	
Budget	6,023,700	7,079,900	6,515,700	7,151,850	6,928,100
Variance	(254,234)	309,848	(158,400)	(335,200)	

Information Technology

Summary

Description

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 \$6,928,100 which reflects a decrease of \$223,750 or 3.1% decrease below the operating expenditure level adopted for the 2018 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	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	5,801,800	6,528,950	6,203,750	6,279,400
GIS	555,500	622,900	612,900	648,700
Total Summary by Activity	6,357,300	7,151,850	6,816,650	6,928,100
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,660,100	2,028,800	1,955,600	2,120,800
Overtime	44,300	75,000	49,000	75,000
Temporary Help	3,400	-	8,000	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	5,200	5,400	5,400	5,300
Total Payroll	1,713,000	2,109,200	2,018,000	2,201,100
Operations	1,542,200	1,748,650	1,938,150	1,944,000
Maintenance	3,102,100	3,294,000	2,860,500	2,783,000
Total Summary by Major Accounts	6,357,300	7,151,850	6,816,650	6,928,100
<u>Funding Allocation</u>				
Sewer Allocation 33%	2,097,900	2,360,200	2,249,500	2,286,300
Water Allocation 67%	4,259,400	4,791,650	4,567,150	4,641,800
Total Funding Allocation	6,357,300	7,151,850	6,816,650	6,928,100
<u>Authorized Positions</u>				
Administration	11	13	13	13
GIS	6	6	6	6
Total Authorized Positions	17	19	19	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 2019 is \$6,279,400, which is a decrease of \$249,550 or 3.8% below the adopted 2018 level.

Payroll: \$76,100

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

Operations: \$185,350

- *System Support* is increasing for proper classification of expenses from a maintenance allotment Infrastructure Software.
- *Outside Services* and *Telephone – Data & Voice* are decreasing based on services being provided and the elimination of some data lines.
- *Photocopier Rental* is decreased based on the copiers that are still on the rental program.
- *Mobile Communications* is increasing due to iPad workstation deployment.
- *Computer Equipment & Supplies* is increasing based on 2018 spend, offsetting this are decreases in various other allotments.

Maintenance: (\$511,000)

- *Infrastructure Software* is decreasing based on software licensing requirements.
- *Infrastructure Equipment* is increasing for proper classification of expenses from a maintenance allotment Infrastructure Software

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	1,157,000	1,501,800	1,428,600	1,578,400
501201	Overtime	44,300	75,000	47,000	75,000
501301	Temporary Help	3,400	-	8,000	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,700	2,700	2,700	2,200
	Total Payroll	1,207,400	1,579,500	1,486,300	1,655,600
	<u>Operations</u>				
502027	Mileage Reimbursement	500	-	500	500
502107	Office Supplies & Expenses	5,100	10,000	10,000	2,500
502170	Website Expenses	5,100	10,000	6,500	3,000
502270	Seminars & Conventions	-	700	700	300
502271	Dues-Professional Associations	3,100	5,000	5,000	5,000
502272	Books & Subscriptions	-	600	600	500
502273	Employee Education Program	-	-	5,000	-
502274	Meeting Expenses	1,000	2,000	2,000	500
502278	Business Travel	2,500	7,500	7,500	2,500
502286	System Support	82,100	65,000	499,000	500,000
502287	Outside Services	241,000	240,000	240,000	220,000
502313	Photocopier Rental	88,000	71,150	74,650	62,000
502353	Telephone - Data & Voice	798,000	975,000	701,000	718,000
502358	Mobile Communications	239,400	262,500	262,500	295,000
502416	Computer Equipment & Supplies	72,700	75,000	111,000	100,000
	Total Operations	1,538,500	1,724,450	1,925,950	1,909,800
	<u>Maintenance</u>				
503216	Infrastructure Equipment	-	-	321,000	425,000
503217	Infrastructure Software	3,055,900	3,225,000	2,470,500	2,289,000
	Total Maintenance	3,055,900	3,225,000	2,791,500	2,714,000
	Total Expenditure Classification	5,801,800	6,528,950	6,203,750	6,279,400
	<u>Funding Allocation</u>				
	Sewer Allocation 33%	1,914,600	2,154,600	2,047,200	2,072,200
	Water Allocation 67%	3,887,200	4,374,350	4,156,550	4,207,200
	Total Funding Allocation	5,801,800	6,528,950	6,203,750	6,279,400

Administration

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Business Systems Analyst	3	5	5	5
Business Systems & Security Adminis	1	1	1	1
Director of Information Technology	1	1	1	1
Durational Project Manager	-	1	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	1	1	1
<i>Total Authorized Positions</i>	11	13	13	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 2019 is \$648,700, an increase of \$25,800 or 4.1% above the 2018 adopted level.

Payroll: \$15,800

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

Operations: \$10,000

- *Computer Software* is increasing due to software upgrade.

Maintenance: \$0

- There are no budget changes for 2019.

GIS Services

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	503,100	527,000	527,000	542,400
501201	Overtime	-	-	2,000	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,500	2,700	2,700	3,100
	Total Payroll	505,600	529,700	531,700	545,500
	<u>Operations</u>				
502115	Computer Software	-	3,000	3,000	13,000
502255	Blueprints, Maps, & Charts	3,000	6,000	6,000	6,000
502270	Seminars & Conventions	100	700	700	700
502271	Dues-Professional Associations	400	500	500	500
502287	Outside Services	-	10,000	-	10,000
502416	Computer Equipment & Supplies	200	4,000	2,000	4,000
	Total Operations	3,700	24,200	12,200	34,200
	<u>Maintenance</u>				
503207	Tool & Work Equipment	-	1,600	1,600	1,600
503215	GIS Support Maintenance	46,200	67,400	67,400	67,400
	Total Maintenance	46,200	69,000	69,000	69,000
	Total Expenditure Classification	555,500	622,900	612,900	648,700
	<u>Funding Allocation</u>				
	Sewer Allocation 33%	183,300	205,600	202,300	214,100
	Water Allocation 67%	372,200	417,300	410,600	434,600
	Total Funding Allocation	555,500	622,900	612,900	648,700
	<u>Authorized Positions</u>				
	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

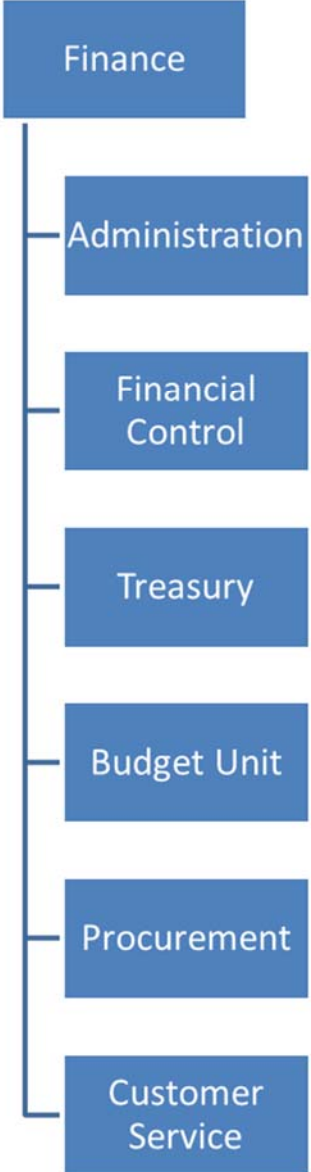
Finance Procurement

Finance

Procurement

Finance

Administration
Financial Control
Treasury
Budget Unit
Procurement
Customer Service

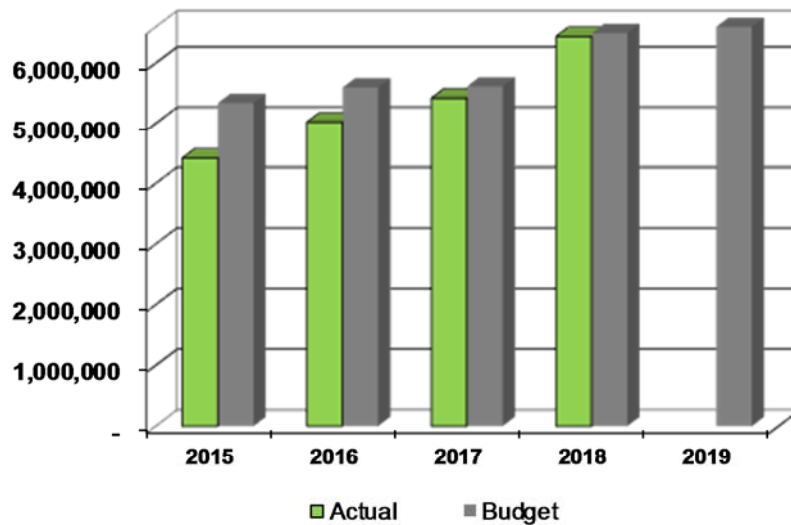


Finance

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Proposed
Payroll	3,685,061	4,488,254	4,443,300	4,837,200	5,406,200
Operations	733,906	536,247	977,900	1,604,300	1,469,300
Maintenance	-	-	800	-	10,800
Total	4,418,967	5,024,501	5,422,000	6,441,500	6,886,300



	2015	2016	2017	2018	2019
Actual	4,418,967	5,024,501	5,422,000	6,441,500	
Budget	5,341,200	5,596,800	5,616,800	6,497,000	6,886,300
Variance	(922,234)	(572,299)	(194,800)	(55,500)	

Finance

Summary

Description

The Finance Department consists of the following 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 2019 is \$6,886,300, which is an increase of \$389,300 or 7.4% above the adopted budget level for 2018. Budget details for the activities comprising the Finance Department follow.

Finance

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	479,500	485,700	422,600	482,200
Financial Control	1,068,400	1,321,400	1,517,700	1,378,000
Treasury	880,000	1,163,000	1,163,000	1,337,800
Budget Unit	406,800	315,300	315,300	496,400
Procurement	945,900	999,700	1,019,800	1,066,800
Customer Service	1,641,400	2,211,900	2,003,100	2,125,100
Total Summary by Activity	5,422,000	6,497,000	6,441,500	6,886,300
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,405,000	4,860,400	4,731,200	5,296,200
Overtime	23,300	82,500	82,500	82,500
Temporary Help	1,600	7,000	7,000	11,000
Standby & Premium Pay	3,400	5,000	5,000	5,000
Longevity Pay	10,000	11,500	11,500	11,500
Total Payroll	4,443,300	4,966,400	4,837,200	5,406,200
Operations	977,900	1,530,600	1,604,300	1,469,300
Maintenance	800	-	-	10,800
Capital	-	-	-	-
Total Summary by Major Account	5,422,000	6,497,000	6,441,500	6,886,300
<u>Funding Allocation</u>				
Sewer Allocation 49%	2,656,800	3,183,600	3,156,400	3,374,200
Water Allocation 51%	2,765,200	3,313,400	3,285,100	3,512,100
Total Funding Allocation	5,422,000	6,497,000	6,441,500	6,886,300
<u>Authorized Positions</u>				
Administration	2	2	1	1
Financial Control	11	12	12	12
Treasury	11	11	11	12
Budget Unit	4	3	3	4
Procurement	8	8	8	8
Customer Service	13	15	15	15
Total Authorized Positions	49	51	50	52

Administration**Description**

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

Budget Commentary

The 2019 budget of \$482,200 for Administration, which is a decrease of \$3,500 or 0.7% below the 2018 adopted budget.

Payroll: (\$158,500)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, this is offset by not funding the Director of Finance position in 2019.

Operations: \$155,000

- *Outside Services* is increasing based on a continued partnership with Cohn Reznick for financial management support.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	475,200	473,100	390,000	314,600
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	300	300	300	300
	Total Payroll	475,500	473,400	390,300	314,900
	<u>Operations</u>				
502027	Mileage Reimbursement	-	500	500	500
502107	Office Supplies & Expenses	1,400	1,000	1,000	1,000
502270	Seminars & Conventions	800	1,800	1,800	6,800
502271	Dues-Professional Associations	1,400	1,500	1,500	1,500
502274	Meeting Expenses	300	2,000	2,000	2,000
502278	Business Travel	100	500	500	500
502287	Outside Services	-	5,000	5,000	155,000
502290	Auditing Services	-	-	20,000	-
	Total Operations	4,000	12,300	32,300	167,300
	Total Expenditure Classification	479,500	485,700	422,600	482,200
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	235,000	238,000	207,100	236,300
	Water Allocation 51%	244,500	247,700	215,500	245,900
	Total Funding Allocation	479,500	485,700	422,600	482,200
	<u>Authorized Positions</u>				
	Chief Financial Officer (CFO)	1	1	1	1
	Director of Finance	1	1	-	-
	Total Authorized Positions	2	2	1	1

Financial Control**Description**

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 2019 totals \$1,378,000, which is an increase of \$56,600 or 4.3% above the level adopted for 2018.

Payroll: \$90,600

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

Operations: (\$34,000)

- Expenditures in *Outside Services* are decreasing based on new agreements in place for ADP. This is offset by an increase in *Seminars & Conventions* and *Meeting Expenses* based upon planned seminars and meetings for 2019.

Financial Control

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	835,800	1,032,400	975,000	1,123,000
501201	Overtime	600	35,000	35,000	35,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,800	3,000	3,000	3,000
	Total Payroll	839,200	1,070,400	1,013,000	1,161,000
<u>Operations</u>					
502107	Office Supplies & Expenses	9,300	6,000	6,000	6,000
502251	Printed Forms	1,700	1,000	1,000	1,000
502270	Seminars & Conventions	600	2,000	2,000	7,000
502271	Dues-Professional Associations	300	1,000	1,000	1,000
502272	Books & Subscriptions	-	1,000	1,000	1,000
502273	Employee Education Program	-	-	600	-
502278	Meeting Expenses	-	-	1,000	1,000
502287	Outside Services	217,300	240,000	238,400	200,000
502296	Consultant Services	-	-	253,700	-
	Total Operations	229,200	251,000	504,700	217,000
	Total Expenditure Classification	1,068,400	1,321,400	1,517,700	1,378,000
<u>Funding Allocation</u>					
	Sewer Allocation 49%	523,500	647,500	743,700	675,200
	Water Allocation 51%	544,900	673,900	774,000	702,800
	Total Funding Allocation	1,068,400	1,321,400	1,517,700	1,378,000

Authorized Positions

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

Treasury**Description**

The Treasury unit is composed of the following activities: 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 \$1,337,800 has increased by \$174,800 or 15.0% above the 2018 approved budget.

Payroll: \$193,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. In addition to the funding of the Manager of Treasury position.
- The establishment of *Temporary Help* for help not covered during the intern program.
- *Longevity* has been increased based upon participation.

Operations: (\$19,000)

- Expenses for *Seminars & Conventions* is increasing based on employee participation at seminars.
- *Outside Services* and *Printed Forms* have decreased to reflect historical spend.

Treasury

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	839,500	1,011,800	1,011,800	1,203,300
501201	Overtime	11,900	30,000	30,000	30,000
501301	Temporary Help	1,600	-	-	2,000
501401	Standby & Premium Pay	3,400	5,000	5,000	5,000
501601	Longevity Pay	1,900	2,400	2,400	2,700
	Total Payroll	858,300	1,049,200	1,049,200	1,243,000
<u>Operations</u>					
502026	Clothing & Apparel	-	300	600	300
502107	Office Supplies & Expenses	5,300	4,500	4,500	4,500
502251	Printed Forms	3,200	6,000	6,000	5,000
502270	Seminars & Conventions	2,100	1,000	1,000	3,000
502271	Dues-Professional Associations	-	1,000	1,000	1,000
502272	Books & Subscriptions	300	1,000	700	1,000
502273	Employee Education Program	-	-	8,000	-
502287	Outside Services	10,800	100,000	92,000	80,000
	Total Operations	21,700	113,800	113,800	94,800
	Total Expenditure Classification	880,000	1,163,000	1,163,000	1,337,800
<u>Funding Allocation</u>					
	Sewer Allocation 49%	431,200	569,900	569,900	655,500
	Water Allocation 51%	448,800	593,100	593,100	682,300
	Total Funding Allocation	880,000	1,163,000	1,163,000	1,337,800

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	2	2	2
Manager of Treasury	1	1	1	1
Principal Account Clerk	1	1	1	1
Receivables Administrator	1	-	-	1
Treasury Receivables Specialist	1	1	1	1
Total Authorized Positions	11	11	11	12

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's budget for 2019 totals \$496,400, an increase of \$181,100 or 57.4% above the 2018 level.

Payroll: \$179,100

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and funding the Manager of Budgeting for a full year.
- *Longevity* is decreasing based on participation.

Operations: \$2,000

- Expenses for *Seminars & Conventions* is increasing based on employee participation at seminars.

Budget Unit

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	398,600	300,900	300,900	480,800
501201	Overtime	-	-	-	-
501301	Temporary Help	-	2,000	2,000	2,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	600	1,100	1,100	300
	Total Payroll	399,200	304,000	304,000	483,100
	<u>Operations</u>				
502107	Office Supplies & Expenses	1,100	1,000	1,000	1,000
502259	Other Printing	6,000	10,000	8,000	10,000
502270	Seminars and Conventions	-	-	-	2,000
502271	Dues-Professional Associations	500	300	300	300
502273	Employee Education Program	-	-	2,000	-
	Total Operations	7,600	11,300	11,300	13,300
	Total Expenditure Classification	406,800	315,300	315,300	496,400
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	199,300	154,500	154,500	243,200
	Water Allocation 51%	207,500	160,800	160,800	253,200
	Total Funding Allocation	406,800	315,300	315,300	496,400
	<u>Authorized Positions</u>				
	Financial Analyst	3	2	2	2
	Manager of Budgeting & Analysis	-	-	-	1
	Senior Financial Analyst	1	1	1	1
	Total Authorized Positions	4	3	3	4

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 2019 Procurement budget is \$1,066,800, which is an increase of \$67,100 or 6.7% above the 2018 adopted level.

Payroll: \$60,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity* is decreasing based on participation

Operations: \$6,500

- *Legal Advertising* and *Business Travel* are increasing, offsetting these increases are reductions in *Mileage Reimbursement*, *Office Supplies & Expenses* and *Seminars & Conventions* based on historical spend.

Procurement

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	892,500	927,400	947,500	987,900
501201	Overtime	100	2,500	2,500	2,500
501301	Temporary Help	-	5,000	5,000	5,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,300	1,400	1,400	1,500
	Total Payroll	893,900	936,300	956,400	996,900
	<u>Operations</u>				
502008	Legal Advertising	4,300	5,000	8,000	12,000
502027	Mileage Reimbursement	-	200	200	100
502107	Office Supplies & Expenses	4,100	4,500	4,500	4,000
502270	Seminars & Conventions	200	2,000	2,000	1,500
502271	Dues-Professional Associations	-	500	500	500
502272	Books & Subscriptions	-	200	200	200
502274	Meeting Expenses	200	500	500	500
502278	Business Travel	-	500	1,500	1,100
502287	Outside Services	43,200	50,000	46,000	50,000
	Total Operations	52,000	63,400	63,400	69,900
	Total Expenditure Classification	945,900	999,700	1,019,800	1,066,800
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	463,500	489,900	499,700	522,700
	Water Allocation 51%	482,400	509,800	520,100	544,100
	Total Funding Allocation	945,900	999,700	1,019,800	1,066,800
	<u>Authorized Positions</u>				
	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
	Total Authorized Positions	8	8	8	8

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 2019 totals \$2,125,100 reflecting a decrease of \$86,800 or 3.9% below the 2018 adopted level.

Payroll: \$74,200

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Provides for a full year of funding for Senior Clerks.
- The establishment of *Temporary Help* for help not covered during the intern program.
- *Longevity* has been increased based upon participation.

Operations: (\$171,800)

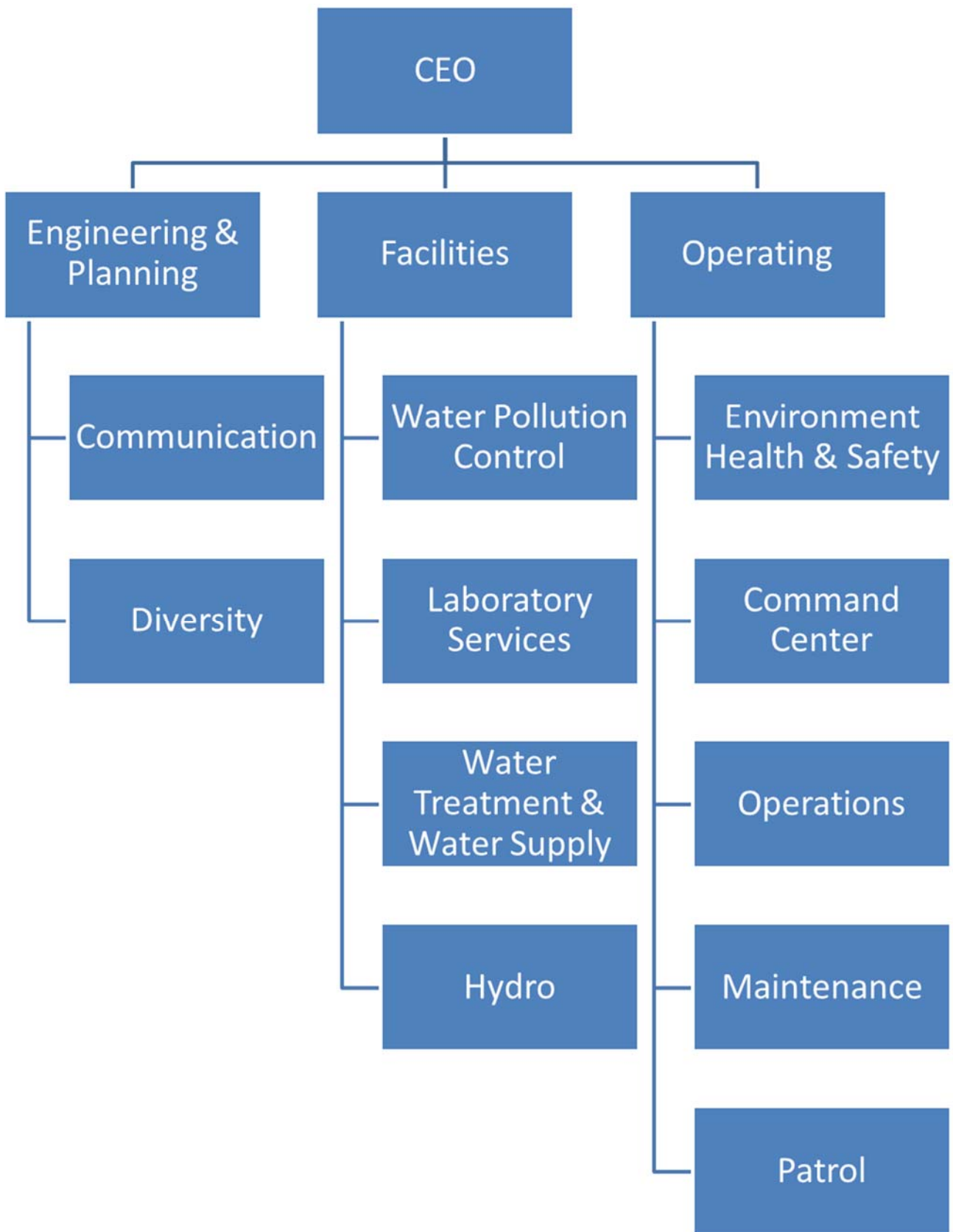
- *Postage, Envelopes* are decreasing as a result of using a customer billing provider and customers opting for electronic bills.
- *Outside Services* are increasing based on monthly billing expenditures.
- *Photocopier Rental* and *Equipment Rental* are increasing based on renewal of contracts for high speed printer and mailing equipment for mail not being sent out by the customer billing provider.

Customer Service

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	963,400	1,114,800	1,106,000	1,186,600
501201	Overtime	10,700	15,000	15,000	15,000
501301	Temporary Help	-	-	-	2,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,100	3,300	3,300	3,700
	Total Payroll	977,200	1,133,100	1,124,300	1,207,300
	<u>Operations</u>				
502017	Postage	342,100	800,000	20,000	50,000
502026	Clothing & Apparel	300	-	300	-
502107	Office Supplies & Expenses	11,500	7,500	7,500	7,500
502250	Envelopes	4,300	50,000	50,000	40,000
502259	Other Printing	31,600	5,000	5,000	5,000
502274	Meeting Expenses	-	-	-	500
502271	Dues-Professional Associations	-	1,000	1,000	1,000
502287	Outside Services	195,000	215,300	715,000	726,000
502313	Photocopier Rental	58,800	-	60,000	61,000
502319	Equipment Rental	19,800	-	20,000	16,000
	Total Operations	663,400	1,078,800	878,800	907,000
	Total Expenditure Classification	1,641,400	2,211,900	2,003,100	2,125,100
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	804,300	1,083,800	981,500	1,041,300
	Water Allocation 51%	837,100	1,128,100	1,021,600	1,083,800
	Total Funding Allocation	1,641,400	2,211,900	2,003,100	2,125,100
	<u>Authorized Positions</u>				
	Administrative Assistant	-	1	1	1
	Customer Services Rep.	6	5	5	5
	Customer Services Supervisor	1	1	1	1
	Duplicating Services Operator 1	1	-	-	-
	Manager of Customer Service	1	1	1	1
	Principal Account Clerk	2	3	3	3
	Senior Clerk	-	2	2	2
	Senior Customer Services Rep.	2	2	2	2
		13	15	15	15

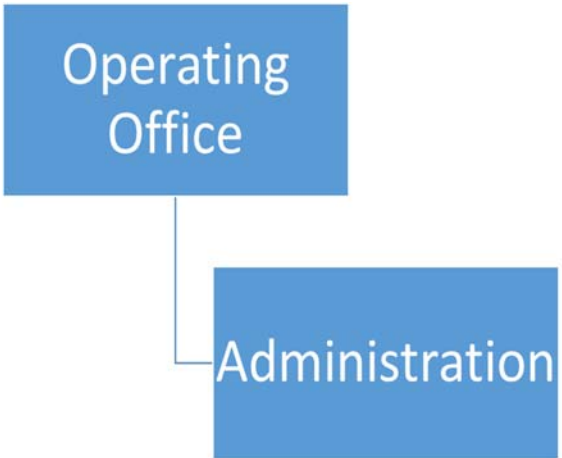
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Engineering & Planning
Environment, Health & Safety
Command Center
Communications
Diversity
Operations
Laboratory Services
Water Pollution Control
Maintenance
Water Treatment & Supply
Patrol
Hydro



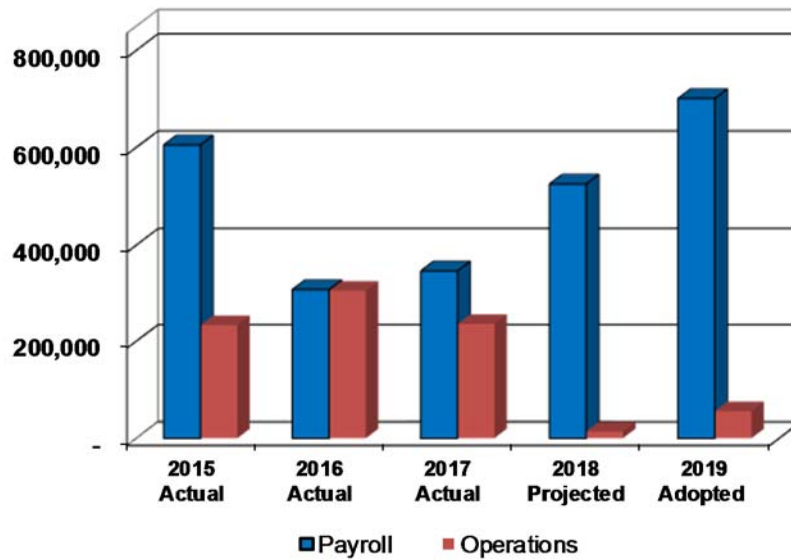
Operating Office

Administration

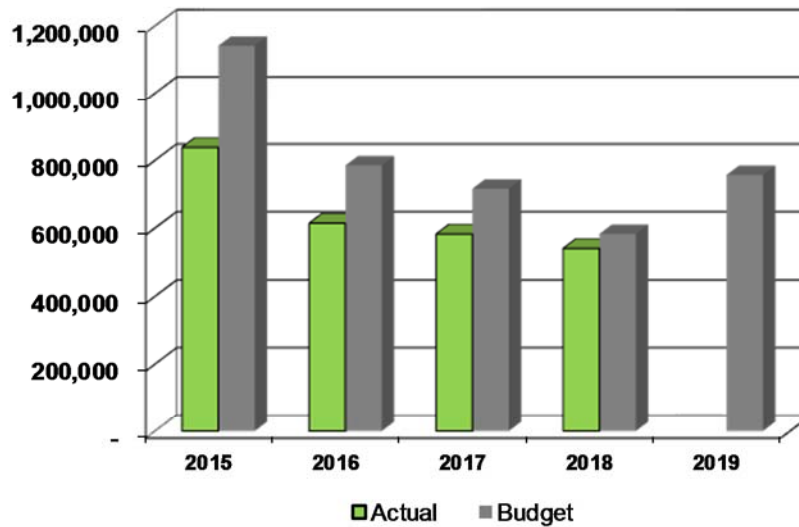


Operating Office

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	605,228	308,450	347,000	526,000	701,000
Operations	233,219	306,162	235,700	13,900	56,000
Maintenance	-	-	-	-	-
Total	838,446	614,612	582,700	539,900	757,000



	2015	2016	2017	2018	2019
Actual	838,446	614,612	582,700	539,900	
Budget	1,141,400	785,200	716,200	582,700	757,000
Variance	(302,954)	(170,588)	(133,500)	(42,800)	

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 2019 totals \$757,000, increasing by \$217,100 or 40.2% above the 2018 adopted level. Budget details for the activities comprising the Operating Office follow.

Operating Office

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<i>Summary by Activity</i>				
Administration	119,500	539,900	539,900	757,000
Communication	463,200	-	-	-
<i>Total Summary by Activity</i>	582,700	539,900	539,900	757,000
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	345,800	522,200	522,200	698,400
Overtime	-	-	500	2,000
Temporary	500	-	1,600	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	700	1,700	1,700	600
<i>Total Payroll</i>	347,000	523,900	526,000	701,000
Operations	235,700	16,000	13,900	56,000
	-	-	-	-
<i>Total Summary by Major Account</i>	582,700	539,900	539,900	757,000
<i>Funding Allocation</i>				
Sewer Allocation 49%	285,600	264,600	264,600	370,900
Water Allocation 51%	297,100	275,300	275,300	386,100
<i>Total Funding Allocation</i>	582,700	539,900	539,900	757,000
<i>Authorized Positions</i>				
Administration	2	4	4	4
Communication	3	-	-	-
<i>Total Authorized Positions</i>	5	4	4	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 2019 totals \$757,000, increasing by \$217,100 or 40.2% above the 2018 adopted level.

Payroll: \$170,100

- *Regular Pay* includes increments for eligible employees and the filling of the Chief Operating Officer, offsetting this increase is the transfer of Administrative Assistant to Engineering & Planning-Administration (2020015).
- *The establishment of Overtime* for eligible employees who work beyond their workday.
- *Longevity expense* has decreased based upon participation.

Operations: \$40,000

- The establishment of the *Employee Education Program* allotment for 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	77,300	522,200	522,200	698,400
501201	Overtime	-	-	500	2,000
501301	Temporary Help	500	-	1,600	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	300	1,700	1,700	600
	Total Payroll	78,100	523,900	526,000	701,000
	<u>Operations</u>				
502026	Clothing & Apparel	-	500	360	500
502027	Mileage Reimbursement	-	-	140	-
502049	Licenses and Registration	300	1,500	1,500	1,500
502107	Office Supplies & Expenses	3,800	4,000	3,500	4,000
502270	Seminars & Conventions	-	4,000	4,000	4,000
502271	Dues-Professional Associations	18,900	2,000	2,000	2,000
502273	Employee Education Program	-	-	-	40,000
502274	Meeting Expenses	18,400	4,000	2,400	4,000
	Total Operations	41,400	16,000	13,900	56,000
	Total Expenditure Classification	119,500	539,900	539,900	757,000
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	58,600	264,600	264,600	370,900
	Water Allocation 51%	60,900	275,300	275,300	386,100
	Total Funding Allocation	119,500	539,900	539,900	757,000
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	-
	Director of Facilities	-	1	1	1
	Director of Operations	1	1	1	1
	Chief Operating Officer (COO)	-	-	-	1
	Professional Level Trainee	-	-	-	1
	Plant Maintenance Administrator	-	1	1	-
	Total Authorized Positions	2	4	4	4

Communications

Description

The Communications budget was moved to Engineering & Planning (2020015) in 2018.

Budget Commentary

The following has been provided for informational purposes only.

Communications

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	268,500	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	400	-	-	-
	Total Payroll	268,900	-	-	-
	<u>Operations</u>				
502001	Advertising	4,800	-	-	-
502107	Office Supplies & Expenses	4,700	-	-	-
502253	Periodic Publications	42,700	-	-	-
502270	Seminars & Conventions	100	-	-	-
502274	Meeting Expenses	2,500	-	-	-
502296	Consultant Services	112,500	-	-	-
502625	Public Education & Information	7,500	-	-	-
502627	Community Sponsorships & Conventions	13,100	-	-	-
502630	Promotional Materials	6,400	-	-	-
502633	Youth Education	-	-	-	-
	Total Operations	194,300	-	-	-
	Total Expenditure Classification	463,200	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	227,000	-	-	-
	Water Allocation 51%	236,200	-	-	-
	Total Funding Allocation	463,200	-	-	-
	<u>Authorized Positions</u>				
	Professional Level Trainee	1	-	-	-
	Special Services Admin	2	-	-	-
	Total Authorized Positions	3	-	-	-

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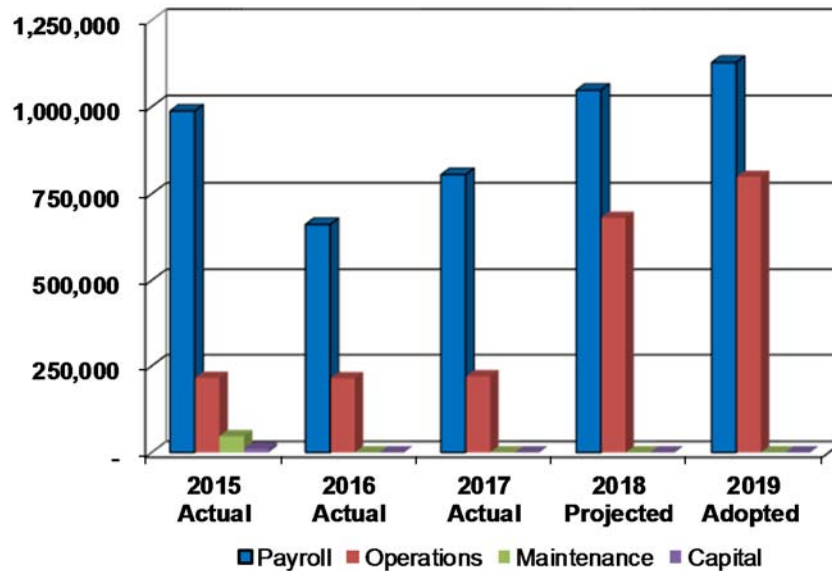
Engineering & Planning

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

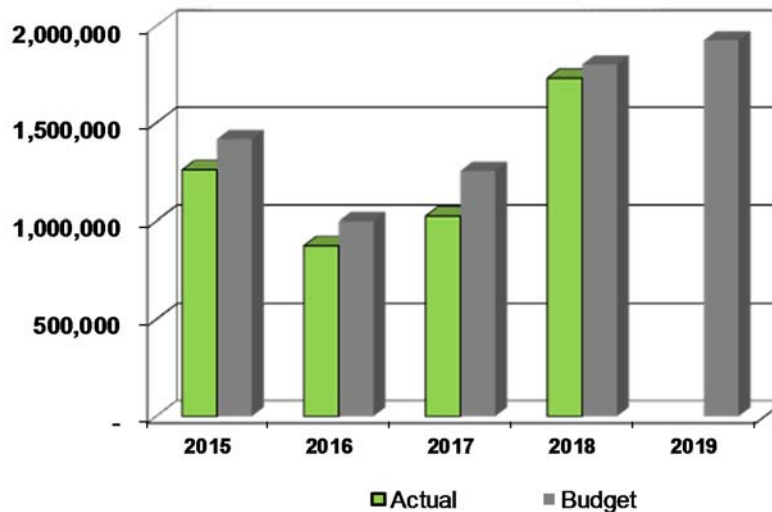


Engineering & Planning

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	987,742	661,659	805,400	1,047,700	1,127,800
Operations	215,229	214,129	219,800	680,800	798,800
Maintenance	46,984	-	-	-	-
Capital	10,568	-	-	-	-
Total	1,260,523	875,788	1,025,200	1,728,500	1,926,600



	2015	2016	2017	2018	2019
Actual	1,260,523	875,788	1,025,200	1,728,500	
Budget	1,417,600	999,600	1,255,200	1,798,500	1,926,600
Variance	(157,077)	(123,812)	(230,000)	(70,000)	

Engineering & Planning

Summary

Description

The Engineering and Planning Department in 2019 consists of: Administration, Communications, Diversity, Survey & Inspection, Engineering Services, Construction Services and Technical Services.

Budget Commentary

The overall Engineering & Planning budget for 2019 is \$1,926,600 which has increased by \$128,100 or 7.1% above the budget level adopted for 2018. Budget details for the activities comprising the Engineering and Planning department follow.

Engineering & Planning

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	822,800	992,400	967,400	1,100,600
Communications	-	568,000	523,000	593,200
Diversity	202,400	238,100	238,100	232,800
Total Summary by Activity	1,025,200	1,798,500	1,728,500	1,926,600
<u>Summary by Major Account</u>				
<u>Payroll</u>				
Regular Pay	802,200	1,113,400	1,043,400	1,122,800
Overtime	-	500	500	500
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,200	3,800	3,800	4,500
Total Payroll	805,400	1,117,700	1,047,700	1,127,800
Operations	219,800	680,800	680,800	798,800
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	1,025,200	1,798,500	1,728,500	1,926,600
<u>Funding Allocation</u>				
Sewer Allocation 49%	502,400	881,300	847,000	944,100
Water Allocation 51%	522,800	917,200	881,500	982,500
Total Funding Allocation	1,025,200	1,798,500	1,728,500	1,926,600
<u>Authorized Positions</u>				
Administration	7	7	6	7
Communications	-	3	2	2
Diversity	1	1	1	1
Total Authorized Positions	8	11	9	10

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 2019 is \$1,100,600, which is an increase of \$108,200 or 10.9 % above the expenditure level adopted for 2018.

Payroll: \$39,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. This increase also includes the transfer of an Administrative Assistant position from the Operating Office (4010015) offset by the elimination of an Engineering Drafter position.
- *Longevity* is increasing based upon participation.

Operations: \$68,500

- An increase in *Outside Services* and *Consultant Services* is based upon various studies, evaluations and peer reviews.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	663,600	688,500	663,500	727,800
501201	Overtime	-	500	500	500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,200	3,400	3,400	3,800
	Total Payroll	666,800	692,400	667,400	732,100
<u>Operations</u>					
502026	Clothing & Apparel	2,000	2,000	2,000	2,000
502027	Mileage Reimbursement	4,200	4,000	3,000	4,000
502049	Licenses & Registration	9,600	11,000	11,000	11,500
502061	Material from Stock	1,500	3,000	3,000	1,500
502107	Office Supplies & Expenses	18,600	15,000	15,000	15,000
502110	Survey & Construction Supplies	18,800	15,000	15,000	16,000
502111	Small Tools	900	3,000	3,000	2,000
502112	Communication Equipment & Supplies	400	1,000	1,000	1,000
502136	Safety & First Aid Supplies	-	500	500	500
502270	Seminars & Conventions	7,500	5,000	5,000	6,000
502271	Dues-Professional Associations	8,700	7,000	7,000	7,000
502272	Books & Subscriptions	100	2,500	2,500	1,000
502274	Meeting Expenses	900	1,000	1,000	1,000
502287	Outside Services	17,700	80,000	80,000	100,000
502296	Consultant Services	65,100	150,000	150,000	200,000
	Total Operations	156,000	300,000	300,000	368,500
	Total Expenditure Classification	822,800	992,400	967,400	1,100,600
<u>Funding Allocation</u>					
	Sewer Allocation 49%	403,200	486,300	474,000	539,300
	Water Allocation 51%	419,600	506,100	493,400	561,300
	Total Funding Allocation	822,800	992,400	967,400	1,100,600
<u>Authorized Positions</u>					
	Administrative Clerk	1	1	1	1
	Administrative Assistant	-	-	-	1
	Director of Engineering & Planning	1	1	1	1
	Engineering Drafter	1	1	1	-
	Sr. Engineering Drafter	3	3	2	3
	Special Projects Administrator	1	1	1	1
	Total Authorized Positions	7	7	6	7

Communication**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 the budget for 2019 totals \$593,200, increasing by \$25,200 or 4.4% above 2018 adopted levels.

Payroll: \$37,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Offsetting this increase is the elimination of the Professional Level Trainee position.

Operations: \$63,000

- The establishment of the *Outside Services* allotment to enable facilitating communications for various programs throughout the District.

Communications

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	283,600	238,600	245,800
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	400	400	400
	Total Payroll	-	284,000	239,000	246,200
	<u>Operations</u>				
502001	Advertising	-	5,500	5,500	5,500
502107	Office Supplies & Expenses	-	3,000	3,000	3,000
502253	Periodic Publications	-	87,000	85,000	87,000
502270	Seminars & Conventions	-	1,000	3,000	2,000
502274	Meeting Expenses	-	3,000	3,000	3,000
502287	Outside Services	-	-	-	62,000
502296	Consultant Services	-	138,000	138,000	138,000
502625	Public Education & Information	-	14,500	14,500	14,500
502627	Community Sponsorships & Conventions	-	15,000	15,000	15,000
502630	Promotional Materials	-	11,000	11,000	11,000
502633	Youth Education	-	6,000	6,000	6,000
	Total Operations	-	284,000	284,000	347,000
	Total Expenditure Classification	-	568,000	523,000	593,200
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	-	278,300	256,300	290,700
	Water Allocation 51%	-	289,700	266,700	302,500
	Total Funding Allocation	-	568,000	523,000	593,200
	<u>Authorized Positions</u>				
	Special Services Admin	-	2	2	2
	Professional Level Trainee	-	1	-	-
	Total Authorized Positions	-	3	2	2

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 2019 budget is \$232,800, which is a decrease of \$13,500, or 2.2% below the 2018 adopted level.

Payroll: \$8,200

- *Regular Pay* includes cost-of-living increases for eligible employees.
- *Longevity* is increasing based upon participation.

Operations: (\$13,500)

- *Diversity Programs* has decreased based on historical spending.

Diversity

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	138,600	141,300	141,300	149,200
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	300
Total Payroll		138,600	141,300	141,300	149,500
<u>Operations</u>					
502107	Office Supplies & Expenses	100	300	300	300
502270	Seminars & Conventions	1,500	1,500	1,500	1,500
502271	Dues-Professional Associations	-	6,000	6,000	5,000
502274	Meeting Expenses	1,900	1,500	1,500	1,000
502278	Business Travel	100	1,000	1,000	500
502296	Consultant Services	47,500	25,000	25,000	25,000
502625	Public Education & Information	700	1,500	1,500	-
502650	Diversity Programs	12,000	60,000	60,000	50,000
Total Operations		63,800	96,800	96,800	83,300
Total Expenditure Classification		202,400	238,100	238,100	232,800
<u>Funding Allocation</u>					
Sewer Allocation 49%		99,200	116,700	116,700	114,100
Water Allocation 51%		103,200	121,400	121,400	118,700
Total Funding Allocation		202,400	238,100	238,100	232,800
<u>Authorized Positions</u>					
Diversity Manager		1	1	1	1
Total Authorized Positions		1	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 2019 Capital Improvement Budget. There are 23 positions budgeted for the full year 2019 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 2019 Capital Improvement Budget. There are 10 positions budgeted for the full year 2019 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 2019 Capital Improvement Budget. There are 10 positions budgeted for the full year 2019 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 2019 Capital Improvement Budget. There are 17 positions budgeted for the full year 2019 Capital Improvement Program budget.

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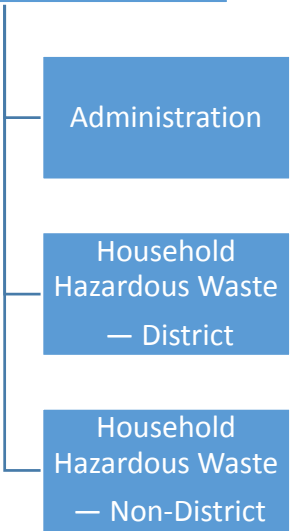
Environment, Health & Safety

Administration

Household Hazardous Waste — District

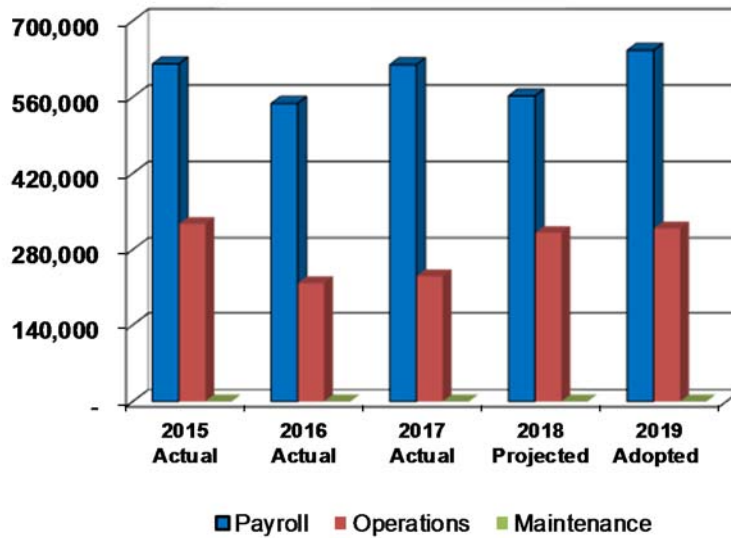
Household Hazardous Waste — Non-District

Environment,
Health & Safety

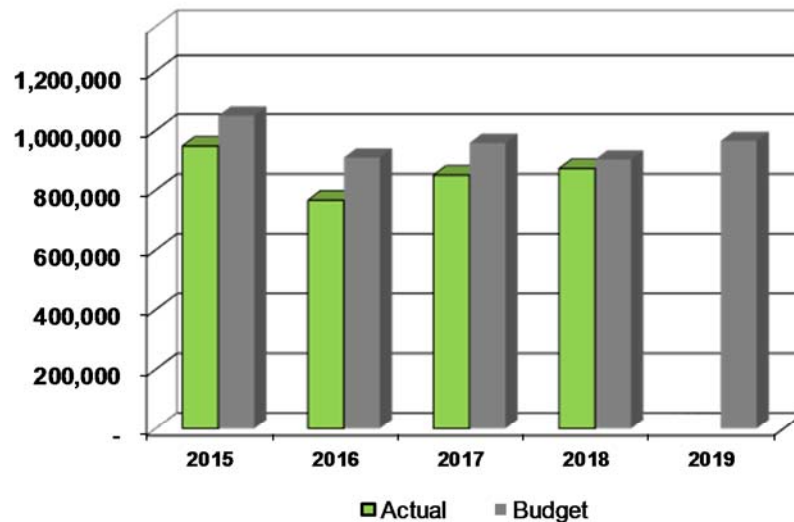


Environment, Health & Safety

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	620,855	548,379	619,500	562,200	646,000
Operations	327,021	218,410	231,000	310,500	318,800
Maintenance	-	-	-	-	-
Total	947,876	766,789	850,500	872,700	964,800



	2015	2016	2017	2018	2019
Actual	947,876	766,789	850,500	872,700	
Budget	1,049,600	909,200	958,400	902,700	964,800
Variance	(101,724)	(142,411)	(107,900)	(30,000)	

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 2019 totals \$964,800, which is an increase of \$62,100 or 6.9% above the 2018 adopted level. Budget details for the activities comprising the Environment, Health & Safety Department follow.

Environment, Health & Safety

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	686,500	699,000	669,000	760,800
Household Hazardous Waste - District	148,200	183,700	183,700	184,500
Household Hazardous Waste - Non-Dist	15,800	20,000	20,000	19,500
<i>Total Summary by Activity</i>	850,500	902,700	872,700	964,800
<u>Summary by Major Account</u>				
<i>Payroll</i>				
Regular Pay	594,300	567,600	537,600	625,000
Overtime	15,400	9,000	9,000	9,000
Pay Temporary	8,400	10,000	14,300	10,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,400	1,300	1,300	2,000
<i>Total Payroll</i>	619,500	587,900	562,200	646,000
Operations	231,000	314,800	310,500	318,800
Maintenance	-	-	-	-
<i>Total Summary by Major Account</i>	850,500	902,700	872,700	964,800
<u>Funding Allocation</u>				
Sewer Allocation 49%	416,700	442,300	427,600	472,800
Water Allocation 51%	433,800	460,400	445,100	492,000
<i>Total Funding Allocation</i>	850,500	902,700	872,700	964,800
<u>Authorized Positions</u>				
Administration	6	5	5	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 2019 totals \$760,800, which is an increase of \$61,800 or 8.8% above the 2018 adopted level.

Payroll: \$58,100

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. The full year funding of the Risk Services Analyst transferred from Human Resources (1510015).
- *Overtime* has been eliminated for 2018.
- *Longevity* has increased based upon participation.

Operations: \$3,700

- An increase in *Medical Services* is offset by a decreases in *Office Supplies* and *Meeting Expenses* anticipated for the year.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	594,300	567,600	537,600	625,000
501201	Overtime	8,800	-	-	-
501301	Temporary Help	8,400	10,000	14,300	10,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,400	1,300	1,300	2,000
	Total Payroll	612,900	578,900	553,200	637,000
502049	Licenses and Registration	600	600	600	600
502107	Office Supplies & Expenses	4,000	4,000	4,000	3,000
502111	Small Tools	200	500	500	200
502136	Safety & First Aid Supplies	24,100	30,000	30,000	28,000
502270	Seminars & Conventions	2,900	3,000	3,000	3,000
502271	Dues-Professional Associations	1,100	2,000	2,000	2,000
502274	Meeting Expenses	1,600	2,000	2,000	1,000
502287	Outside Services	600	3,000	3,000	3,000
502293	Medical Services	37,700	35,000	35,000	43,000
502295	Outside Testing & Lab Services	800	15,000	15,000	15,000
502296	Consultant Services	-	25,000	20,700	25,000
	Total Operations	73,600	120,100	115,800	123,800
	Total Expenditure Classification	686,500	699,000	669,000	760,800
<u>Funding Allocation</u>					
	Sewer Allocation 49%	336,400	342,500	327,800	372,800
	Water Allocation 51%	350,100	356,500	341,200	388,000
	Total Funding Allocation	686,500	699,000	669,000	760,800
<u>Authorized Positions</u>					
	Administrative Clerk	1	1	-	-
	Construction Services Supervisor	1	-	-	-
	Environmental Analyst 2	1	1	1	1
	Manager of EH&S	1	1	1	1
	Occupational Health & Safety Analyst	1	1	1	1
	Project Manager	1	1	1	1
	Risk Services Analyst	-	-	1	1
	Total Authorized Positions	6	5	5	5

Household Hazardous Waste — District**Description**

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

Budget Commentary

The HHW District budget for 2019 totals \$184,500, which is above the 2018 adopted level by \$800 or an increase of 0.4%

Payroll: \$0

- No change in the budget for 2019.

Operations: \$800

- Expenses increased to reflect anticipated spending levels in 2019.

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	6,600	8,000	8,000	8,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	6,600	8,000	8,000	8,000
502026	Clothing & Apparel	-	500	500	300
502107	Office Supplies & Expenses	100	200	200	200
502138	Safety Equipment	-	200	200	200
502188	Refuse Collection	7,300	9,000	9,000	9,000
502204	Household Hazardous Waste Disposal	119,400	150,000	150,000	150,000
502274	Meeting Expenses	700	800	800	800
502625	Public Education & Information	12,700	13,000	13,000	14,000
502630	Promotional Materials	1,400	2,000	2,000	2,000
	<i>Total Operations</i>	141,600	175,700	175,700	176,500
	<i>Total Expenditure Classification</i>	148,200	183,700	183,700	184,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	72,600	90,000	90,000	90,400
	Water Allocation 51%	75,600	93,700	93,700	94,100
	<i>Total Funding Allocation</i>	148,200	183,700	183,700	184,500

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 2019 totals \$19,500, which is below the 2018 adopted level by \$500 or 2.5%. 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: (\$500)

- Expenses decreased based on historical spending levels.

Household Hazardous Waste — Non-District

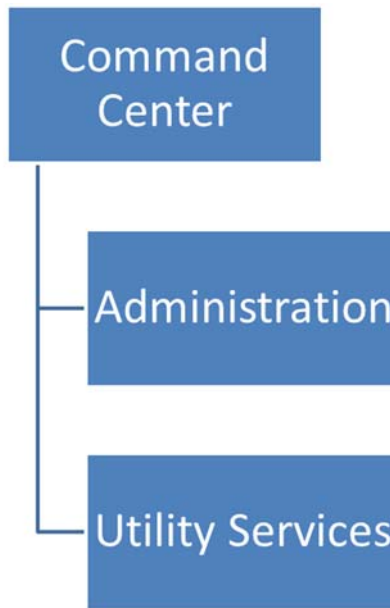
Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<i>Payroll</i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	1,000	1,000	1,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	1,000	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	700	1,000	1,000	1,000
502204	Household Hazardous Waste Disposal	14,000	15,000	15,000	15,000
502274	Meeting Expenses	100	200	200	200
502625	Public Education & Information	600	1,500	1,500	1,000
502630	Promotional Materials	400	1,000	1,000	1,000
	<i>Total Operations</i>	15,800	19,000	19,000	18,500
	<i>Total Expenditure Classification</i>	15,800	20,000	20,000	19,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	7,700	9,800	9,800	9,600
	Water Allocation 51%	8,100	10,200	10,200	9,900
	<i>Total Funding Allocation</i>	15,800	20,000	20,000	19,500

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Command Center

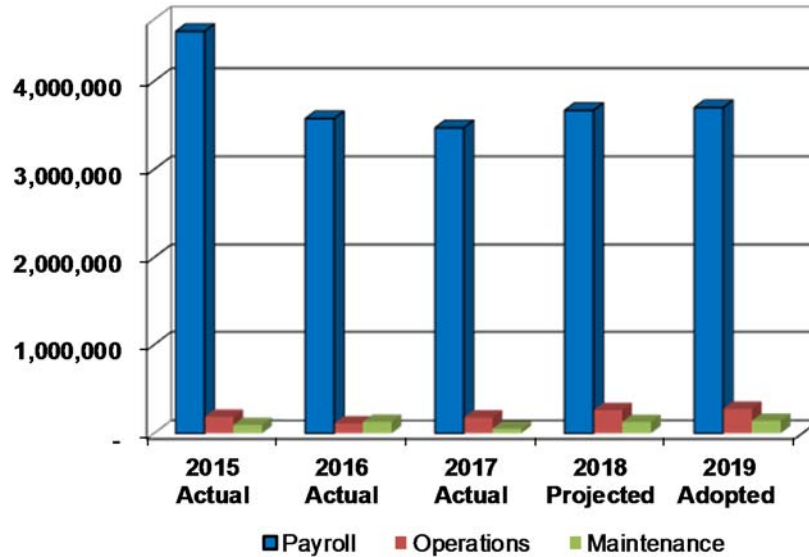
Administration

Utility Services

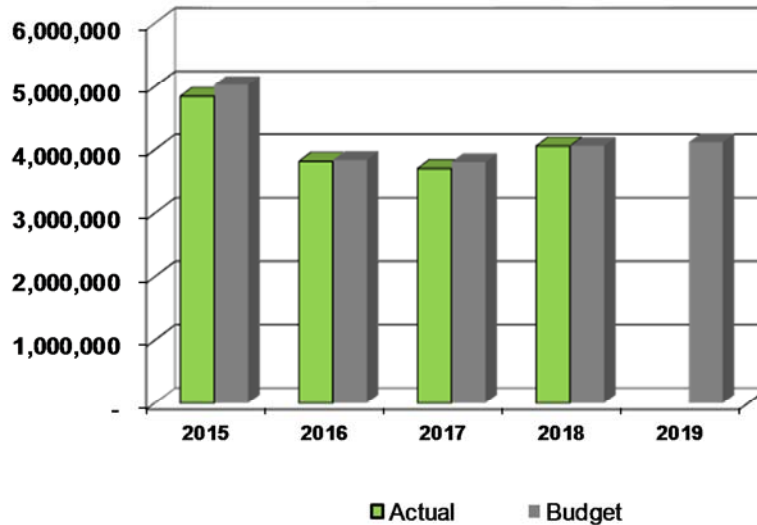


Command Center

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	4,564,964	3,575,690	3,471,200	3,668,900	3,700,700
Operations	185,474	110,457	178,000	260,700	275,800
Maintenance	92,259	127,831	52,400	126,300	139,800
Total	4,842,697	3,813,978	3,701,600	4,055,900	4,116,300



	2015	2016	2017	2018	2019
Actual	4,842,697	3,813,978	3,701,600	4,055,900	
Budget	5,026,100	3,835,700	3,803,300	4,060,900	4,116,300
Variance	(183,403)	(21,722)	(101,700)	(5,000)	

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 is responsible for responding to all customer related emergencies as well as shift operations for emergency standby.

Budget Commentary

The overall Command Center budget for 2019 is \$4,116,300, an increase of \$55,400 or 1.4% above the budget level adopted for 2018. Budget details for the activities comprising the Command Center department follow.

Command Center

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Command Center	2,162,000	2,382,000	2,399,000	2,385,300
Utility Services	1,539,600	1,678,900	1,656,900	1,731,000
<i>Total Summary by Activity</i>	3,701,600	4,060,900	4,055,900	4,116,300
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	2,982,700	3,177,900	3,075,900	3,207,600
Overtime	434,800	448,100	545,100	448,100
Temporary Help	-	-	3,100	-
Standby & Premium Pay	41,400	33,200	33,200	33,200
Longevity Pay	12,300	11,600	11,600	11,800
<i>Total Payroll</i>	3,471,200	3,670,800	3,668,900	3,700,700
Operations	178,000	263,800	260,700	275,800
Maintenance	52,400	126,300	126,300	139,800
Capital Outlay	-	-	-	-
<i>Total Summary by Major Accounts</i>	3,701,600	4,060,900	4,055,900	4,116,300
<u>Funding Allocation</u>				
Sewer Allocation 34%	1,258,600	1,380,700	1,379,000	1,399,500
Water Allocation 66%	2,443,000	2,680,200	2,676,900	2,716,800
<i>Total Funding Allocation</i>	3,701,600	4,060,900	4,055,900	4,116,300
<u>Authorized Positions</u>				
Command Center	20	20	19	19
Utility Services	15	15	15	15
<i>Total Authorized Positions</i>	35	35	34	34

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 2019 totals \$2,385,300, which is an increase of \$3,300 or 0.1% above the 2018 adopted level.

Payroll: (\$3,700)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by a reduction in headcount.
- *Longevity* has increased based upon participation.

Operations: \$7,000

- *Small Tools* and *Outside Services* were increased to align with anticipated response activity in 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	1,689,000	1,767,600	1,715,600	1,763,600
501201	Overtime	316,700	320,000	389,000	320,000
501301	Temporary Help	-	-	3,100	-
501401	Standby & Premium Pay	31,100	25,000	25,000	25,000
501601	Longevity Pay	4,500	4,400	4,400	4,700
	Total Payroll	2,041,300	2,117,000	2,137,100	2,113,300
	<u>Operations</u>				
502011	Meal Allowances	2,600	5,000	5,000	5,000
502026	Clothing & Apparel	2,700	5,000	5,000	5,000
502061	Materials from Stock	2,200	6,000	6,000	6,000
502107	Office Supplies & Expenses	3,400	50,000	36,900	50,000
502111	Small Tools	300	2,000	2,000	4,000
502112	Communication Equipment & Supplies	4,500	18,000	18,000	18,000
502287	Outside Services	58,400	60,000	70,000	65,000
502416	Computer Equipment & Supplies	2,100	4,000	4,000	4,000
	Total Operations	76,500	150,000	146,900	157,000
503309	Sewers	14,700	45,000	45,000	45,000
503321	Other Maintenance	28,100	60,000	60,000	60,000
	Total Maintenance	44,200	115,000	115,000	115,000
	Total Expenditure Classification	2,162,000	2,382,000	2,399,000	2,385,300
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	735,100	809,900	815,700	811,000
	Water Allocation 66%	1,426,900	1,572,100	1,583,300	1,574,300
	Total Funding Allocation	2,162,000	2,382,000	2,399,000	2,385,300

Authorized Positions

Administrative Clerk	3	3	3	2
Claims Agent	1	1	1	1
Command Center Asst Superintendent	1	1	1	-
Command Center Superintendent	-	-	-	1
Customer Services Maintainer 1	1	1	1	1
Manager of Command Center	1	1	1	1
Sewer Maintenance Crew Leader	1	1	1	1
Utility Maintainer 2	1	1	1	1
Utility Operations Shift Crew Leader	3	3	2	3
Utility Operations Shift Maintainer	5	5	5	5
Utility Operations Shift Superintendent	1	-	-	-
Utility Maintenance Supervisor	1	3	3	3
Utility Services Shift Supervisor	1	-	-	-
Total Authorized Positions	20	20	19	19

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 is also 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 2019 totals \$1,731,000, which is an increase of \$2,100 or 3.1% above the 2018 adopted level.

Payroll: \$33,600

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

Operations: \$5,000

- *Call Before You Dig* increased to reflect the cost of operating the program.

Maintenance: \$13,500

- *Tool & Work Equipment* expenses are higher due to the refurbishment and replacement of equipment for inspectors.

Utility Services

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	1,293,700	1,410,300	1,360,300	1,444,000
501201	Overtime	118,100	128,100	156,100	128,100
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	10,300	8,200	8,200	8,200
501601	Longevity Pay	7,800	7,200	7,200	7,100
	Total Payroll	1,429,900	1,553,800	1,531,800	1,587,400
<u>Operations</u>					
502011	Meal Allowances	400	300	600	300
502014	Call Before you DIG	89,600	90,000	90,000	95,000
502026	Clothing & Apparel	4,300	7,500	7,500	7,500
502032	Inventory Adjustment	(4,000)	-	1,000	-
502061	Materials from Stock	7,500	10,000	8,500	10,000
502111	Small Tools	1,500	2,000	2,000	2,000
502270	Seminars & Conventions	1,500	2,500	2,200	2,500
502271	Dues-Professional Associations	700	1,500	1,500	1,500
	Total Operations	101,500	113,800	113,800	118,800
<u>Maintenance</u>					
503203	Office Furniture & Equipment	5,100	6,500	6,500	-
503207	Tool & Work Equipment	3,100	4,800	4,800	24,800
	Total Maintenance	8,200	11,300	11,300	24,800
Total Expenditure Classification		1,539,600	1,678,900	1,656,900	1,731,000
<u>Funding Allocation</u>					
	Sewer Allocation 34%	523,500	570,800	563,300	588,500
	Water Allocation 66%	1,016,100	1,108,100	1,093,600	1,142,500
	Total Funding Allocation	1,539,600	1,678,900	1,656,900	1,731,000
<u>Authorized Positions</u>					
	Cross Connection Tech 1	2	2	2	2
	Cross Connection Tech 2	2	2	2	2
	Customer Services Supervisor	1	1	1	1
	Engineering Technician 2	-	1	1	1
	Engineering Technician 3	2	1	1	1
	Project Engineer 2	1	1	1	1
	Senior Utility Services Technician	1	2	2	2
	Utility Services Inspector	1	-	-	-
	Utility Services Eng Technician	4	5	5	5
	Utility Service Technician	1	-	-	-
	Total Authorized Positions	15	15	15	15

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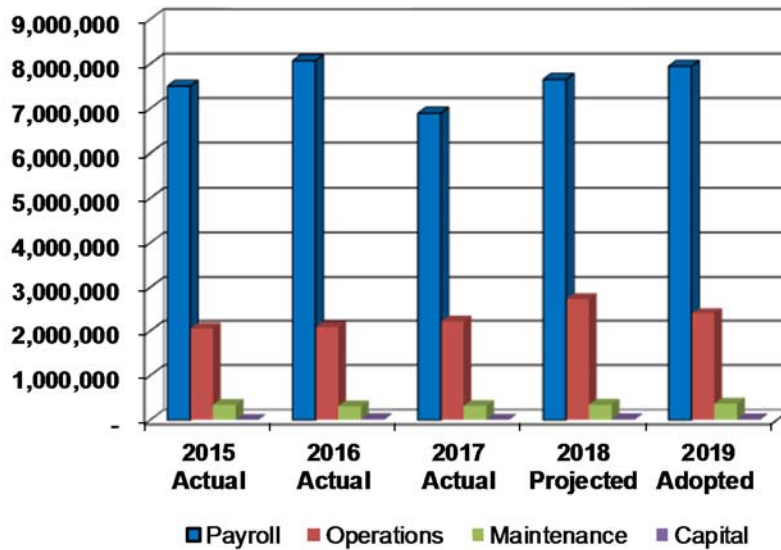
Operations

Administration
Systems Repair & Maintenance
Sewer Rehabilitation
Radio Frequency Automated Reading

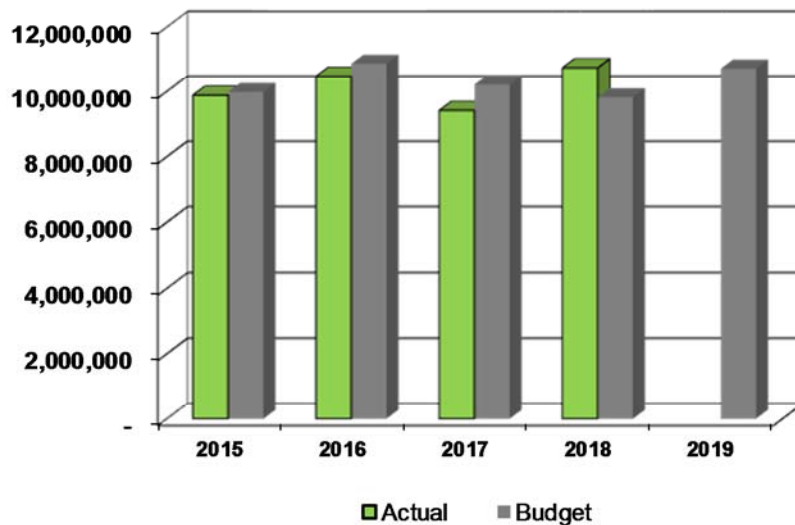


Operations

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	7,496,398	8,069,549	6,892,100	7,651,400	7,945,100
Operations	2,051,518	2,083,638	2,208,200	2,734,980	2,397,000
Maintenance	338,380	305,936	316,600	340,700	364,500
Capital	-	24,716	5,100	17,880	15,000
Total	9,886,297	10,483,839	9,422,000	10,744,960	10,721,600



	2015	2016	2017	2018	2019
Actual	9,886,297	10,483,839	9,422,000	10,744,960	
Budget	9,988,500	10,872,800	10,216,900	9,825,300	10,721,600
Variance	(102,203)	(388,961)	(794,900)	919,660	

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 other related activities.

Budget Commentary

The Operations Department budget for the coming year is \$10,721,600. This is an increase of \$896,300 or 9.1% above the 2018 approved level. Budget details pertaining to Operations' activities follow.

Operations

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	171,100	178,800	178,800	191,800
Systems Repair	4,259,400	9,646,500	10,566,160	10,529,800
Systems Maintenance and Operations	4,991,500	-	-	-
Total Summary by Activity	9,422,000	9,825,300	10,744,960	10,721,600
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	5,635,700	6,078,100	6,078,000	6,593,500
Overtime	1,221,700	1,075,000	1,525,000	1,300,000
Temporary Help	600	-	-	-
Standby & Premium Pay	25,900	40,300	40,300	40,300
Longevity Pay	8,200	8,100	8,100	11,300
Total Payroll	6,892,100	7,201,500	7,651,400	7,945,100
Operations	2,208,200	2,272,300	2,734,980	2,397,000
Maintenance	316,600	351,500	340,700	364,500
Capital Outlay	5,100	-	17,880	15,000
Total Summary by Major Account	9,422,000	9,825,300	10,744,960	10,721,600
<u>Funding Allocation</u>				
Sewer Allocation 25%	2,355,600	2,456,300	2,686,200	2,680,500
Water Allocation 75%	7,066,400	7,369,000	8,058,760	8,041,100
Total Funding Allocation	9,422,000	9,825,300	10,744,960	10,721,600
<u>Authorized Positions</u>				
Administration	1	1	1	1
Systems Repair	36	76	76	80
Systems Maintenance & Operations	46	-	-	-
Total Authorized Positions	83	77	77	81

Administration**Description**

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

Budget Commentary

The Operations Administration budget for 2019 is \$191,800 which has increased by \$13,000 above the expenditure level adopted for 2018.

Payroll: \$9,000

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

Operations: \$4,000

- *Seminars & Conventions* increased for 2019 to reflect required training for staff.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	157,800	161,000	161,000	170,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	800	800
	Total Payroll	158,600	161,800	161,800	170,800
	<u>Operations</u>				
502049	Licenses & Registrations	300	1,000	1,000	1,000
502107	Office Supplies & Expenses	400	2,000	2,000	2,000
502203	Ground Care	9,900	8,000	8,000	8,000
502270	Seminars & Conventions	400	3,000	3,000	7,000
502271	Dues-Professional Associations	-	500	500	500
	Total Operations	11,000	14,500	14,500	18,500
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	1,500	2,500	2,500	2,500
	Total Maintenance	1,500	2,500	2,500	2,500
	Total Expenditure Classification	171,100	178,800	178,800	191,800
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	42,800	44,700	44,700	48,000
	Water Allocation 75%	128,300	134,100	134,100	143,800
	Total Funding Allocation	171,100	178,800	178,800	191,800
	Manager of Operations	1	1	1	1
	Total Authorized Positions	1	1	1	1

Systems Repair & Maintenance**Description**

The Systems Repair & Maintenance unit is primarily responsible for the emergency repair of all components of the water distribution and sewer collection systems. This unit is also responsible for all service connection water taps required by developers and contractors and utility relocation work required by Towns and the State.

The Hydrant Maintenance crews maintain 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 crews are responsible for the cleaning and the inspection of more than 1,250 miles of pipes in the sewer collection system and 5,800 catch basins in Hartford's combined system. Additionally, Gate and Regulator Maintenance crews are responsible for more than 30,200 gates (valves), 36 regulators, 100 check valves, manholes, and other system appurtenances.

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

Budget Commentary

The Systems Repair budget for 2019 totals \$10,529,800, which is \$883,300 or 9.2% above the adopted level for 2018. This increase is primarily driven by the transfer of 5 positions from the RF Meter Reading Program (7930002).

Payroll: \$734,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to the acquisition of 5 positions from the RF Meter Reading Program (7930002).

Operations: \$120,700

- *Grit/Screen Removal* and *Materials from Stock* are increasing to align with 2018 spend levels, this is offset by a reduction in *Television Services* and *Meal Allowances* for 2019.

Maintenance: \$13,000

- An overall increase in various maintenance accounts reflect increased maintenance activity for 2019.

Capital Outlay: \$15,000

- *Tool & Work Equipment* is increasing to support Main installations for the coming year.

Systems Repair & Maintenance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	2,517,400	5,917,100	5,917,000	6,423,500
501201	Overtime	866,700	1,075,000	1,525,000	1,300,000
501301	Temporary Help	600	-	-	-
501401	Standby & Premium Pay	21,100	40,300	40,300	40,300
501601	Longevity Pay	4,200	7,300	7,300	10,500
	Total Payroll	3,410,000	7,039,700	7,489,600	7,774,300
	<u>Operations</u>				
502011	Meal Allowances	33,900	63,300	63,280	51,000
502016	Police Services	600,100	650,000	624,700	650,000
502026	Clothing & Apparel	25,200	40,000	40,000	40,000
502048	Grit/Screening Disposal	-	115,000	215,000	150,000
502061	Material from Stock	700	1,300,000	1,688,000	1,400,000
502106	Lights & Barricades	3,900	7,000	7,000	7,000
502107	Office Supplies & Expenses	4,000	20,000	20,000	18,000
502111	Small Tools	37,600	50,000	50,000	55,000
502138	Safety Equipment	-	5,500	5,500	7,500
502303	Television Services	-	7,000	7,000	-
	Total Operations	705,400	2,257,800	2,720,480	2,378,500
	<u>Maintenance</u>				
503207	Tool & Work Equipment	29,900	135,000	104,200	140,000
503302	Catch Basins	2,000	4,000	4,000	5,000
503303	Hydrant Repair	-	35,000	35,000	40,000
503304	Mains	57,800	75,000	95,000	75,000
503305	Manholes	800	3,000	3,000	5,000
503308	Services	4,900	10,000	10,000	10,000
503309	Sewers	5,400	23,000	23,000	25,000
503317	Gate & Regulatory Repairs	8,800	34,000	34,000	32,000
503318	Laterals/Relining	29,300	30,000	30,000	30,000
	Total Maintenance	138,900	349,000	338,200	362,000
	<u>Capital Outlay</u>				
504204	Power Operated Equipment	-	-	7,000	-
504207	Tool & Work Equipment	5,100	-	10,880	15,000
	Total Capital Outlay	5,100	-	17,880	15,000
	Total Expenditure Classification	4,259,400	9,646,500	10,566,160	10,529,800
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	1,064,900	2,411,600	2,641,500	2,632,500
	Water Allocation 75%	3,194,500	7,234,900	7,924,660	7,897,300
	Total Funding Allocation	4,259,400	9,646,500	10,566,160	10,529,800

Systems Repair & Maintenance

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Administrative Clerk	-	1	1	1
Asst. Systems Maintenance Supt.	-	1	1	-
Asst. Systems Repair Supt.	1	1	1	-
Asst Utility Maint Supt.	-	-	-	1
Customer Service Maintainer 1	-	3	3	5
Electrician 2	-	1	1	-
Equipment Operator 1	6	4	4	6
Equipment Operator 2	1	-	-	-
Gate Maintainer 1	-	2	2	1
Gate Maintainer 2	-	2	2	-
Gate Maintenance Crew Leader	-	1	1	1
Hydrant Maintainer 1	-	1	1	2
Hydrant Maintainer 2	-	2	2	1
Hydrant Maintenance Supervisor	-	1	1	-
Meter Maintenance Crew Leader	-	1	1	1
Meter Reader 1	-	2	2	2
Meter Reader 2	-	1	1	1
Meter Reading Crew Leader	-	1	1	1
Meter Supervisor	-	1	1	-
Senior Clerk	-	-	-	1
Pipe Joiner	1	-	-	-
Senior Systems Repair Supervisor	1	1	1	1
Sr. Utility Maint. Crew Leader	-	1	1	3
Sr. Utility Maint. Supervisor	-	-	-	3
Sewer Maintenance Crew Leader	-	6	6	4
Sewer Maintenance Supervisor	-	1	1	1
Systems Repair Superintendent	1	-	-	-
Utility Maintenance Supervisor	5	6	6	9
Systems Repair Crew Leader	1	-	-	-
Truck Driver 2	6	-	-	-
Truck Driver 3	1	-	-	-
Utility Maintenance Superintendent	-	1	1	1
Utility Maintainer 1	5	16	16	15
Utility Maintainer 2	5	13	13	13
Utility Operations Maintainer	2	2	2	2
Utility Sys. Monitoring Technician	-	1	1	-
Utility Sys. Monitoring Technician 1	-	1	1	2
Utility Sys. Monitoring Technician 2	-	1	1	2
Total Authorized Positions	36	76	76	80

Systems Maintenance & Operations**Description**

The Systems Maintenance and Operations budget was previously consolidated with the Systems Repair budget (3040015).

Budget Commentary

The following has been provided for informational purposes only.

Systems Maintenance & Operations

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	2,960,500	-	-	-
501201	Overtime	355,000	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	4,800	-	-	-
501601	Longevity Pay	3,200	-	-	-
	Total Payroll	3,323,500	-	-	-
	<u>Operations</u>				
502011	Meal Allowances	6,800	-	-	-
502026	Clothing & Apparel	24,300	-	-	-
502032	Inv Ajd	(900)	-	-	-
502048	Grit/Screening Disposal	104,400	-	-	-
502061	Materials from Stock	1,336,400	-	-	-
502106	Lights & Barricades	4,400	-	-	-
502107	Office Supplies & Expenses	4,600	-	-	-
502111	Small Tools	10,200	-	-	-
502138	Safety Equipment	600	-	-	-
502416	Computer Equipment	600	-	-	-
502303	Television Services	400	-	-	-
	Total Operations	1,491,800	-	-	-
	<u>Maintenance</u>				
503204	Power Operated Equipment	47,800	-	-	-
503303	Hydrant Repair, Parts, etc.	34,800	-	-	-
503207	Tool & Work Equipment	66,000	-	-	-
503309	Sewers	9,100	-	-	-
503317	Gate & Regulatory Repairs	18,500	-	-	-
	Total Maintenance	176,200	-	-	-
	Total Expenditure Classification	4,991,500	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	1,247,900	-	-	-
	Water Allocation 75%	3,743,600	-	-	-

Systems Maintenance & Operations

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Administration Clerk	1	-	-	-
AMR Installer	-	-	-	-
Assistant Systems Maintenance Supt.	1	-	-	-
Compressor Truck Operator	1	-	-	-
Custodian	-	-	-	-
Customer Service Maintainer 1	5	-	-	-
Customer Service Maintainer 2	-	-	-	-
Dispatcher	-	-	-	-
Gate Maintainer 1	2	-	-	-
Gate Maintainer 2	3	-	-	-
Gate Maintenance Crew Leader	2	-	-	-
Gate Maintenance Supervisor	1	-	-	-
Hydrant Maintainer 1	5	-	-	-
Hydrant Maintainer 2	2	-	-	-
Hydrant Maintenance Supervisor	1	-	-	-
Meter Maintainer 1	-	-	-	-
Meter Maintainer 2	-	-	-	-
Meter Maintenance Crew Leader	2	-	-	-
Meter Maintenance Supervisor	-	-	-	-
Meter Reader 1	2	-	-	-
Meter Reader 2	1	-	-	-
Meter Reading Crew Leader	1	-	-	-
Meter Rebuilder	-	-	-	-
Meter Rebuilding Crew Leader(Prov.)	-	-	-	-
Meter Supervisor	1	-	-	-
Pipe Joiner	-	-	-	-
Senior Sewer Maintenance Crew Leader	-	-	-	-
Sewer Maintainer	-	-	-	-
Sewer Maintainer 1	3	-	-	-
Sewer Maintainer 2	-	-	-	-
Sewer Maintenance Crew Leader	5	-	-	-
Sewer Maintenance Supervisor	1	-	-	-
Systems Maintenance Superintendent	1	-	-	-
Utility Operations Maintainer	2	-	-	-
Utility Operations Shift Crew Leader	-	-	-	-
Utility Operations Shift Maintenance	-	-	-	-
Utility Operations Shift Supervisor	-	-	-	-
Utility Svcs Monitoring Technician 1	1	-	-	-
Utility Sys. Monitoring Technician	1	-	-	-
Utility Sys. Monitoring Technician 2	1	-	-	-
<i>Total Authorized Positions</i>	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 2019 Capital Improvement Budget. There are 12 positions budgeted for the full year 2019 Capital Improvement Program Budget.

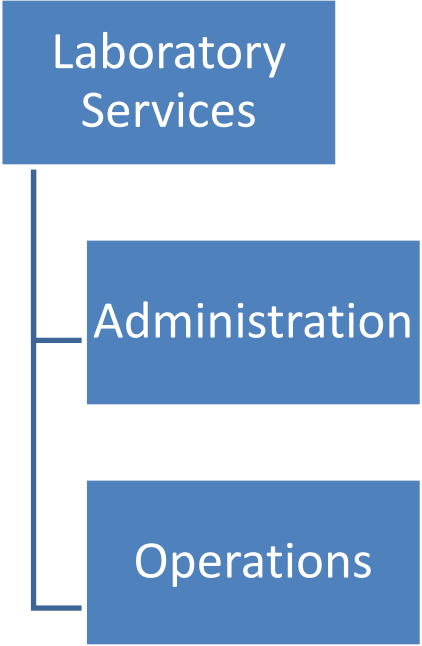
Systems Maintenance & Operations**Radio-Based Automated Meter Reading****Description/Budget Commentary**

The Radio-Based Automated Meter Reading sub-activity comprised of 5 positions in 2018, these positions have been absorbed by the Operations – System Repair & Maintenance Department (3040015) in 2019. The sub-activity was established to complete the Radio-Based Automated Metering Reading installation program on an in-house basis.

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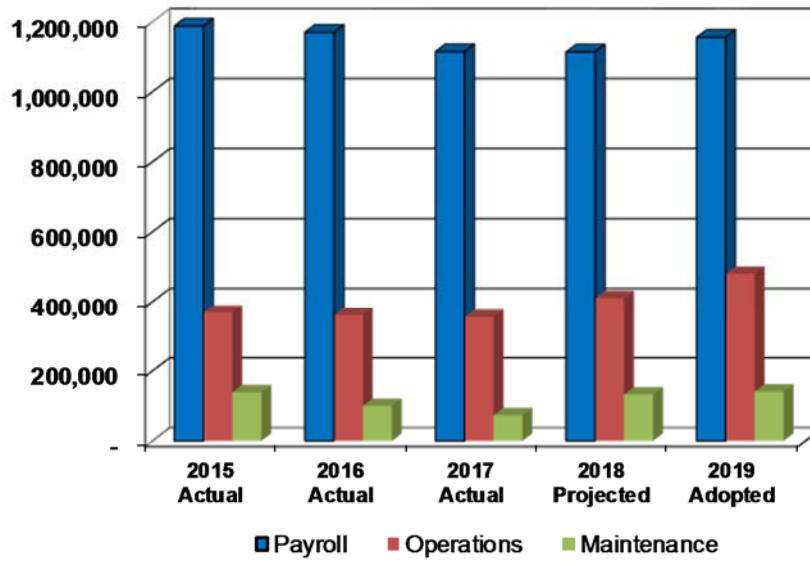
Laboratory Services

Administration
Operations

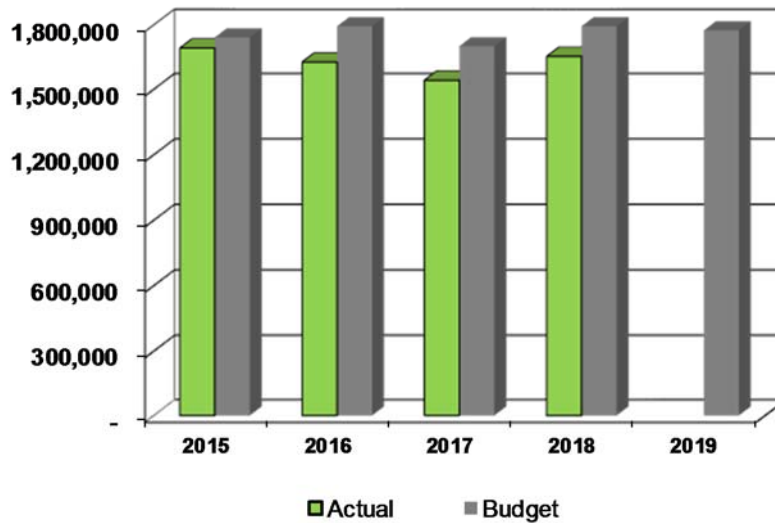


Laboratory Services

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	1,187,521	1,169,758	1,114,400	1,113,300	1,155,200
Operations	367,588	360,187	354,100	410,000	479,400
Maintenance	138,698	99,835	73,300	132,500	141,000
Total	1,693,807	1,629,780	1,541,800	1,655,800	1,775,600



	2015	2016	2017	2018	2019
Actual	1,693,807	1,629,780	1,541,800	1,655,800	
Budget	1,743,100	1,794,500	1,702,700	1,794,500	1,775,600
Variance	(49,293)	(164,720)	(160,900)	(138,700)	

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 2019 is \$1,775,600 which is up \$122,300 or 7.4% above the 2018 adopted budget. Budget details regarding the activity and departments follow on the succeeding pages.

Laboratory Services

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	274,800	281,700	284,200	296,800
Operations	1,267,000	1,371,600	1,371,600	1,478,800
Laboratory - Sewer	-	-	-	-
Total Summary by Activity	1,541,800	1,653,300	1,655,800	1,775,600
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	1,067,300	1,069,200	1,069,200	1,115,600
Overtime	40,800	38,700	38,700	33,900
Temporary Help	1,800	-	-	-
Standby & Premium Pay	1,100	2,000	2,000	2,000
Longevity Pay	3,400	3,400	3,400	3,700
Total Payroll	1,114,400	1,113,300	1,113,300	1,155,200
Operations	354,100	407,500	410,000	479,400
Maintenance	73,300	132,500	132,500	141,000
Total Summary by Major Account	1,541,800	1,653,300	1,655,800	1,775,600
<u>Funding Allocation</u>				
Sewer Allocation 48%	740,100	793,600	794,800	852,300
Water Allocation 52%	801,700	859,700	861,000	923,300
Total Funding Allocation	1,541,800	1,653,300	1,655,800	1,775,600
<u>Authorized Positions</u>				
Administration	2	2	2	2
Operations	10	9	9	9
Total Authorized Positions	12	11	11	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 2019 is \$296,800 which has increased by \$15,100 above the expenditure level adopted for 2018.

Payroll: \$15,100

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

Operations: \$0

- The budget is expected to be unchanged for 2019.

Maintenance: \$0

- The budget is expected to be unchanged for 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	264,500	269,700	269,700	284,800
501201	Overtime	-	-	-	-
501301	Temporary Help	1,800	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,200	1,200	1,200	1,200
	Total Payroll	267,500	270,900	270,900	286,000
	<u>Operations</u>				
502049	Licenses & Registrations	100	500	500	500
502107	Office Supplies & Expenses	2,800	3,000	3,000	3,000
502251	Printed Forms	-	1,000	1,000	1,000
502270	Seminars & Conventions	2,600	3,000	5,500	3,000
502271	Dues-Professional Associations	1,800	1,800	1,800	1,800
	Total Operations	7,300	9,300	11,800	9,300
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	1,500	1,500	1,500
	Total Maintenance	-	1,500	1,500	1,500
	Total Expenditure Classification	274,800	281,700	284,200	296,800
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	131,900	135,200	136,400	142,500
	Water Allocation 52%	142,900	146,500	147,800	154,300
	Total Funding Allocation	274,800	281,700	284,200	296,800
	<u>Authorized Positions</u>				
	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 2019 is \$1,478,800 which is increasing by \$107,200 or 7.8% above the expenditure level adopted for 2018.

Payroll: \$26,800

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

Operations: \$71,900

- *Outside Services* and *Laboratory Supplies* are increasing based on anticipated need for additional services and price increases on supplies.

Maintenance: \$8,500

- *Laboratory Equipment* is increasing based on anticipated price increases on equipment.

Laboratory Services

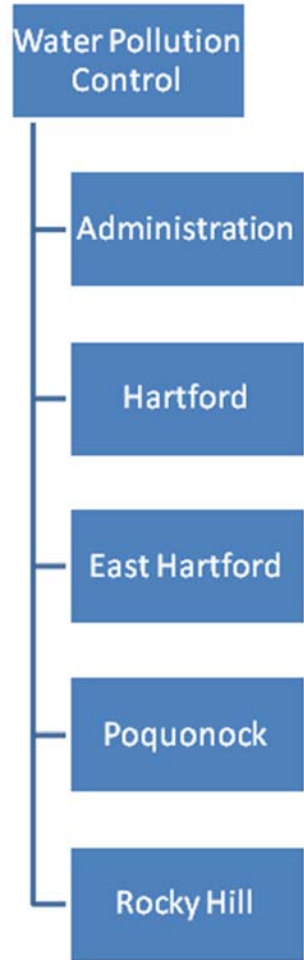
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Operations

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	802,800	799,500	799,500	830,800
501201	Overtime	40,800	38,700	38,700	33,900
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	1,100	2,000	2,000	2,000
501601	Longevity Pay	2,200	2,200	2,200	2,500
	Total Payroll	846,900	842,400	842,400	869,200
	<u>Operations</u>				
502011	Meal Allowances	-	-	10	-
502026	Clothing & Apparel	2,900	2,500	2,490	3,000
502105	Laboratory Supplies	164,700	169,300	169,300	183,300
502210	Propane Gas	7,900	8,000	8,000	8,000
502287	Outside Services	42,000	50,000	50,000	50,000
502295	Outside Testing & Laboratory Services	129,300	168,400	168,400	225,800
	Total Operations	346,800	398,200	398,200	470,100
	<u>Maintenance</u>				
503202	Laboratory Equipment	68,500	126,200	126,200	134,500
503316	Dist Res, Stndpipes, Strg Tanks	4,800	4,800	4,800	5,000
	Total Maintenance	73,300	131,000	131,000	139,500
	Total Expenditure Classification	1,267,000	1,371,600	1,371,600	1,478,800
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	608,200	658,400	658,400	709,800
	Water Allocation 52%	658,800	713,200	713,200	769,000
	Total Funding Allocation	1,267,000	1,371,600	1,371,600	1,478,800
	<u>Authorized Positions</u>				
	Chemist	2	2	2	2
	Laboratory Tech	3	3	3	3
	Microbiologist	2	2	2	2
	Water Treatment Plant Operator	1	1	1	1
	WPC Process Analyst	2	1	1	1
	Total Authorized Positions	10	9	9	9

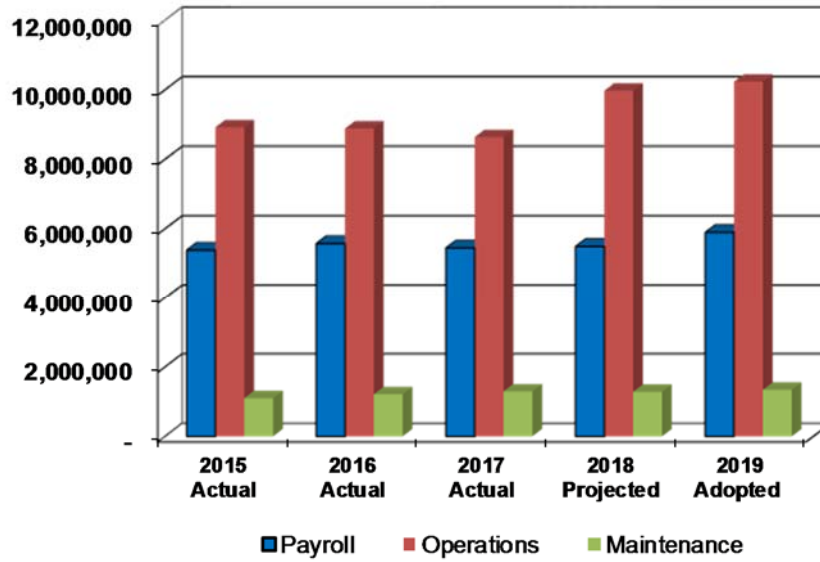
Water Pollution Control

Administration
Hartford
East Hartford
Poquonock
Rocky Hill

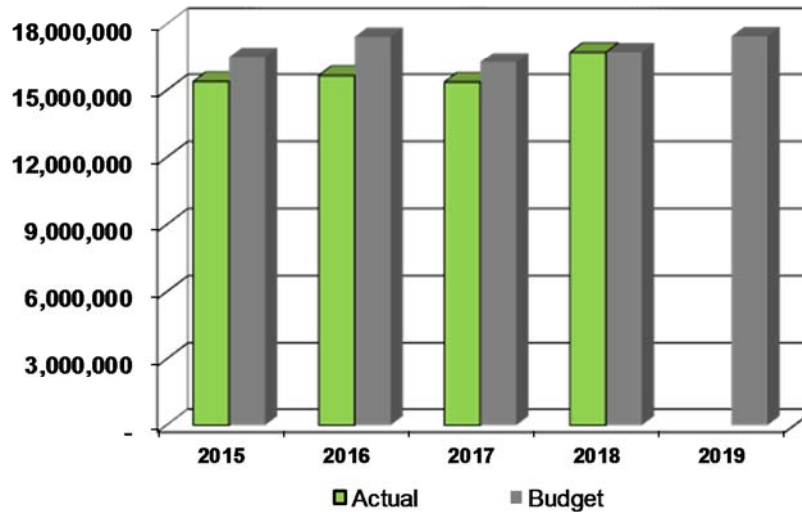


Water Pollution Control

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	5,382,422	5,573,431	5,448,500	5,491,200	5,894,500
Operations	8,918,767	8,885,591	8,636,500	9,972,200	10,228,000
Maintenance	1,097,866	1,211,792	1,292,100	1,281,700	1,339,700
Total	15,399,055	15,670,814	15,377,100	16,745,100	17,462,200



	2015	2016	2017	2018	2019
Actual	15,399,055	15,670,814	15,377,100	16,745,100	
Budget	16,524,600	17,435,400	16,281,400	16,745,100	17,462,200
Variance	(1,125,545)	(1,764,586)	(904,300)	-	

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 2019 budget for the WPC Administration and Water Pollution Control is \$17,462,200 which is up from the level approved for 2018 by \$717,100 or 4.3%. Budget details regarding the activity and departments are provided on succeeding pages.

Water Pollution Control

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Summary by Activity				
Administration	345,500	248,450	248,450	253,400
Hartford	12,009,400	13,279,100	13,279,100	13,740,200
East Hartford	1,150,000	1,196,650	1,196,650	1,337,200
Poquonock	844,000	889,200	889,200	971,550
Rocky Hill	1,028,200	1,131,700	1,131,700	1,159,850
Total Summary by Activity	15,377,100	16,745,100	16,745,100	17,462,200
Summary by Major Account				
Payroll				
Regular Pay	4,679,700	4,715,800	4,715,800	5,118,200
Overtime	709,600	707,500	707,500	707,500
Temporary	-	-	-	-
Standby & Premium Pay	56,100	65,400	65,400	65,400
Longevity Pay	3,100	2,500	2,500	3,400
Total Payroll	5,448,500	5,491,200	5,491,200	5,894,500
Operations	8,636,500	9,924,700	9,972,200	10,228,000
Maintenance	1,292,100	1,329,200	1,281,700	1,339,700
Capital Outlay	-	-	-	-
Total Summary by Major Account	15,377,100	16,745,100	16,745,100	17,462,200
Funding Allocation				
Sewer Allocation 100%	15,377,100	16,745,100	16,745,100	17,462,200
Water Allocation 0%	-	-	-	-
Total Funding Allocation	15,377,100	16,745,100	16,745,100	17,462,200
Authorized Positions				
Administration	1	-	-	-
Hartford	47	44	44	45
East Hartford	6	5	5	6
Poquonock	4	4	4	4
Rocky Hill	5	5	5	5
Total Authorized Positions	63	58	58	60

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 2019 is decreasing by \$4,950 or 2.0% below the level approved for 2018.

Payroll: \$0

- The budget is expected to be unchanged for 2019.

Operations: \$4,950

- *Seminars & Conventions* has increased due anticipated participation and a slight price increases.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	170,600	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	300	-	-	-
	Total Payroll	170,900	-	-	-
	<u>Operations</u>				
502013	Permits	116,400	120,000	120,000	120,000
502017	Postage	-	200	200	-
502049	Licenses & Registration	2,000	500	500	500
502107	Office Supplies and Expenses	600	600	600	500
502251	Printed Forms	100	200	200	200
502270	Seminars & Conventions	2,300	3,700	3,700	8,000
502271	Dues-Professional Associations	2,200	850	850	2,000
502272	Books & Subscriptions	-	1,200	1,200	1,000
502274	Meeting Expenses	700	1,200	1,200	1,200
502295	Outside Testing & Laboratory Services	50,300	120,000	120,000	120,000
	Total Operations	174,600	248,450	248,450	253,400
	Total Expenditure Classification	345,500	248,450	248,450	253,400
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	345,500	248,450	248,450	253,400
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	345,500	248,450	248,450	253,400
	<u>Authorized Positions</u>				
	Manager of WPC	1	-	-	-
	Total Authorized Positions	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, and incineration will also include waste heat recovery for electricity production.

Budget Commentary

The 2019 budget for Water Pollution Control, Hartford, totals \$13,740,200, which is an increase from the level adopted in 2018 by \$461,100 or 3.5%.

Payroll: \$250,000

- *Regular Pay* includes increments and cost-of-living increases for eligible employee.
- *Longevity* is increasing based on participation.

Operations: \$211,100

- *Fuel for Incineration* is decreasing based on anticipated activity at the facility.
- *Polymer, Water Treatment Chemicals, Fuel for Pumping* and *Electricity* increases reflect a rise in activity, and increased contract rates.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall wet weather pattern during nitrogen removal season.

Hartford

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	3,359,400	3,600,200	3,600,200	3,849,600
501201	Overtime	567,000	545,000	545,000	545,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	45,300	55,000	55,000	55,000
501601	Longevity Pay	1,000	1,100	1,100	1,700
	Total Payroll	3,972,700	4,201,300	4,201,300	4,451,300
	<u>Operations</u>				
502011	Meal Allowances	1,800	4,100	4,100	4,100
502026	Clothing & Apparel	28,500	28,500	28,500	31,000
502032	Inventary Adjustments	184,500	-	-	-
502048	Grit/Screening Disposal	118,300	240,000	240,000	240,000
502061	Materials From Stock	701,000	790,000	790,000	790,000
502103	Electrical Supplies	1,800	3,700	3,700	3,700
502104	Janitorial Supplies	12,100	13,500	13,500	13,500
502107	Office Supplies & Expenses	6,000	5,700	5,700	5,700
502111	Small Tools	2,900	4,100	4,100	4,100
502112	Communication Equipment & Supplies	-	3,000	3,000	3,000
502119	Oil Spill Supplies	1,500	2,000	2,000	2,000
502150	Water Treatment Chemicals	48,300	41,500	41,500	150,000
502153	Chlorine	2,300	5,400	5,400	13,000
502159	Polymer	686,000	822,000	822,000	620,000
502166	Odor Control Chemicals	7,900	24,400	24,400	24,400
502183	Ash Disposal	499,500	695,400	695,400	695,000
502184	Custodial Services	2,300	11,100	11,100	11,000
502188	Refuse Collection	16,000	43,000	43,000	43,000
502203	Ground Care	900	8,000	8,000	8,000
502211	Fuel for Incineration	486,400	711,000	711,000	650,000
502212	Fuel for Pumping	174,400	131,000	131,000	162,000
502213	Fuel for Heating	199,800	264,000	264,000	264,000
502215	Oil & Lubricant	400	5,000	5,000	5,000
502255	Blueprints, Maps, & Charts	-	1,000	1,000	1,000
502287	Outside Services	42,000	70,000	70,000	70,000
502288	DEEP Nitrogen Credit Program	581,700	650,000	650,000	675,000
502304	Pest Control Services	-	1,000	1,000	1,000
502319	Equipment Rental	14,900	51,000	51,000	51,000
502350	Electricity	3,226,400	3,450,000	3,450,000	3,750,000
	Total Operations	7,052,300	8,079,400	8,079,400	8,290,500
	<u>Maintenance</u>				
503207	Tool & Work Equipment	5,000	6,000	6,000	6,000
503209	Treatment Equipment	880,100	900,000	900,000	900,000
503310	Treatment Structures	99,300	92,400	92,400	92,400
	Total Maintenance	984,400	998,400	998,400	998,400
	Total Expenditure Classification	12,009,400	13,279,100	13,279,100	13,740,200
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	12,009,400	13,279,100	13,279,100	13,740,200
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	12,009,400	13,279,100	13,279,100	13,740,200

Water Pollution Control

4022010

Hartford

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Assistant WPC Plant Superintendent	1	1	1	1
Senior Clerk / Typist	1	1	1	1
WPC Crew Leader 1	6	5	5	6
WPC Crew Leader 2	7	7	7	7
WPC Plant Operator	1	5	5	-
WPC Plant Operator 1	-	12	12	-
WPC Plant Operator 2	26	8	8	24
WPC Plant Shift Supervisor	4	4	4	5
WPC Plant Superintendent	1	1	1	1
<i>Total Authorized Positions</i>	47	44	44	45

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 2019 is \$1,337,200, which is above the level adopted in 2018 by \$140,550 or 11.7%.

Payroll: \$125,100

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and funding of the WPC Supervisor position.

Operations: \$15,450

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

Maintenance: \$0

- The budget is expected to be unchanged for 2019

East Hartford

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	427,800	370,900	370,900	496,000
501201	Overtime	38,300	49,000	49,000	49,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	4,400	3,700	3,700	3,700
501601	Longevity Pay	400	-	-	-
	Total Payroll	470,900	423,600	423,600	548,700
	<u>Operations</u>				
502011	Meal Allowances	-	200	200	500
502026	Clothing & Apparel	5,700	5,400	5,400	4,000
502048	Grit/Screening Disposal	21,500	24,000	24,000	24,000
502061	Material from Stock	9,900	12,500	47,500	12,500
502103	Electrical Supplies	1,000	1,000	1,000	1,000
502104	Janitorial Supplies	700	1,500	1,500	3,000
502107	Office Supplies & Expenses	1,700	1,500	1,500	1,500
502111	Small Tools	300	1,500	1,500	3,000
502112	Communication Equipment & Supplies	2,500	2,500	2,500	2,500
502119	Oil Spill Supplies	-	500	500	500
502138	Safety Equipment	7,300	7,500	7,500	3,000
502150	Water Treatment Chemicals	41,100	42,200	42,200	54,000
502184	Custodial Services	-	5,500	5,500	5,500
502188	Refuse Collection	-	1,250	1,250	1,250
502203	Ground Care	9,800	9,800	9,800	9,800
502212	Fuel for Pumping	2,900	7,500	7,500	7,500
502213	Fuel for Heating	19,100	28,000	28,000	28,000
502215	Oil & Lubricant	-	6,000	6,000	6,000
502295	Outside Testing & Lab Services	1,500	2,200	2,200	2,200
502288	DEEP Nitrogen Credit Program	25,200	50,000	50,000	55,000
502304	Pest Control Services	-	1,000	1,000	750
502350	Electricity	417,200	420,500	420,500	422,000
	Total Operations	567,400	632,050	667,050	647,500
	<u>Maintenance</u>				
503207	Tool & Work Equipment	900	1,000	1,000	1,000
503209	Treatment Equipment	84,900	85,000	85,000	85,000
503310	Treatment Structures	25,900	55,000	20,000	55,000
	Total Maintenance	111,700	141,000	106,000	141,000
	Total Expenditure Classification	1,150,000	1,196,650	1,196,650	1,337,200
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,150,000	1,196,650	1,196,650	1,337,200
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,150,000	1,196,650	1,196,650	1,337,200

East Hartford

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
WPC Crew Leader 1	1	1	1	1
WPC Plant Operator 1	-	2	2	-
WPC Plant Operator 2	4	2	2	4
WPC Supervisor	1	-	-	1
<i>Total Authorized Positions</i>	6	5	5	6

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 2019 is \$971,550, which is \$82,350 or 9.3% above the level adopted for 2018.

Payroll: \$15,950

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity Pay* is increasing based upon participation.

Operations: \$65,900

- Expenses for Water Treatment Chemicals and *Sludge Removal* is expected to increase
- *Material from Stock, Fuel for Heating and other various allotments* are expected to increase based on historical spend.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall wet weather pattern during nitrogen removal season.

Maintenance: \$500

- Expenses are in line with projected activities for 2019.

Poquonock

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	319,900	334,300	334,300	350,000
501201	Overtime	47,100	42,000	42,000	42,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	2,900	3,400	3,400	3,400
501601	Longevity Pay	600	600	600	850
	Total Payroll	370,500	380,300	380,300	396,250
	<u>Operations</u>				
502011	Meal Allowances	-	200	200	200
502026	Clothing & Apparel	1,700	1,700	3,200	3,200
502048	Grit/Screening Disposal	11,400	11,700	11,700	12,500
502061	Material from Stock	9,000	5,000	11,000	10,000
502107	Office Supplies & Expenses	1,700	3,500	3,500	3,500
502111	Small Tools	2,000	2,200	2,200	2,200
502138	Safety Equipment	2,400	2,500	2,500	2,000
502150	Water Treatment Chemicals	57,500	63,000	63,000	80,000
502188	Refuse Collection	1,900	3,000	3,000	3,000
502191	Sludge Removal	19,200	25,000	25,000	35,000
502203	Ground Care	9,900	13,000	13,000	13,000
502213	Fuel for Heating	11,200	7,000	7,000	9,200
502215	Oil & Lubricant	1,300	2,100	2,100	2,000
502287	Outside Services	2,600	2,000	2,000	2,000
502288	DEEP Nitrogen Credit Program	178,900	220,000	220,000	250,000
502350	Electricity	43,000	48,000	48,000	48,000
	Total Operations	353,700	409,900	417,400	475,800
	<u>Maintenance</u>				
503207	Tool & Work Equipment	8,800	8,500	8,500	8,500
503209	Treatment Equipment	102,600	82,000	74,500	82,000
503310	Treatment Structures	8,400	8,500	8,500	9,000
	Total Maintenance	119,800	99,000	91,500	99,500
	Total Expenditure Classification	844,000	889,200	889,200	971,550
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	844,000	889,200	889,200	971,550
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	844,000	889,200	889,200	971,550
	<u>Authorized Positions</u>				
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator	-	1	1	-
	WPC Plant Operator 1	-	1	1	-
	WPC Plant Operator 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 2019 budget of \$1,159,850 is \$28,150 or 2.5% above the expenditure level adopted for 2018.

Payroll: \$12,250

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

Operations: \$5,900

- Expenses for *Electricity* are expected to increase due to the upgrades at the facility construction and the 2017 spending levels.
- *DEEP Nitrogen Credit Program* expenses are expected to decrease due to improvements that were done at the facility.

Maintenance: \$10,000

- *Treatment Equipment* is expected to be increasing due to maintenance of equipment at this facility.

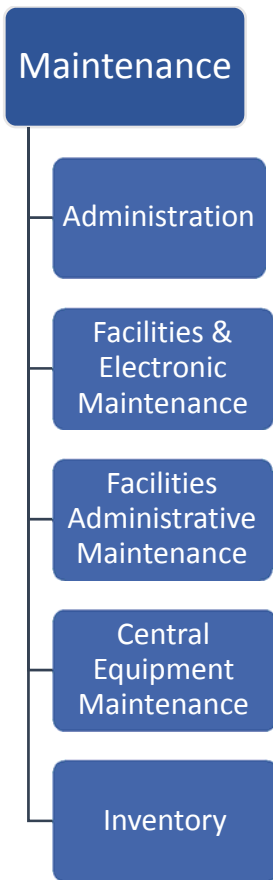
Rocky Hill

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	402,000	410,400	410,400	422,600
501201	Overtime	57,200	71,500	71,500	71,500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,500	3,300	3,300	3,300
501601	Longevity Pay	800	800	800	850
	Total Payroll	463,500	486,000	486,000	498,250
<u>Operations</u>					
502011	Meal Allowances	500	500	500	500
502026	Clothing & Apparel	1,700	2,600	2,600	3,300
502048	Grit/Screening Disposal	11,800	14,000	14,000	15,000
502061	Materials from Stock	2,100	3,400	8,400	6,400
502104	Janitorial Supplies	300	3,400	3,400	3,000
502107	Office Supplies & Expenses	800	1,800	1,800	1,800
502111	Small Tools	800	3,000	3,000	3,000
502138	Safety Equipment	2,000	3,000	3,000	3,000
502153	Chlorine	6,700	9,000	9,000	12,000
502184	Custodial Services	-	7,500	7,500	3,000
502188	Refuse Collection	900	1,500	1,500	2,000
502203	Ground Care	20,000	20,000	20,000	20,000
502212	Fuel for Pumping	-	2,000	2,000	5,000
502213	Fuel for Heating	9,900	12,700	12,700	15,000
502215	Oil & Lubricant	-	5,100	5,100	5,100
502288	DEEP Nitrogen Credit Program	30,400	30,000	30,000	20,000
502295	Outside Testing & Lab Services	-	2,200	2,200	2,000
502304	Pest Control Services	-	700	700	700
502350	Electricity	400,600	432,500	432,500	440,000
	Total Operations	488,500	554,900	559,900	560,800
<u>Maintenance</u>					
503207	Tool & Work Equipment	1,800	3,300	3,300	3,300
503209	Treatment Equipment	67,300	65,000	60,000	75,000
503301	Building Maintenance	-	7,500	7,500	7,500
503310	Treatment Structures	7,100	15,000	15,000	15,000
	Total Maintenance	76,200	90,800	85,800	100,800
	Total Expenditure Classification	1,028,200	1,131,700	1,131,700	1,159,850
<u>Funding Allocation</u>					
	Sewer Allocation 100%	1,028,200	1,131,700	1,131,700	1,159,850
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,028,200	1,131,700	1,131,700	1,159,850
<u>Authorized Positions</u>					
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator	-	1	1	-
	WPC Plant Operator 2	3	2	2	3
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	5	5	5	5

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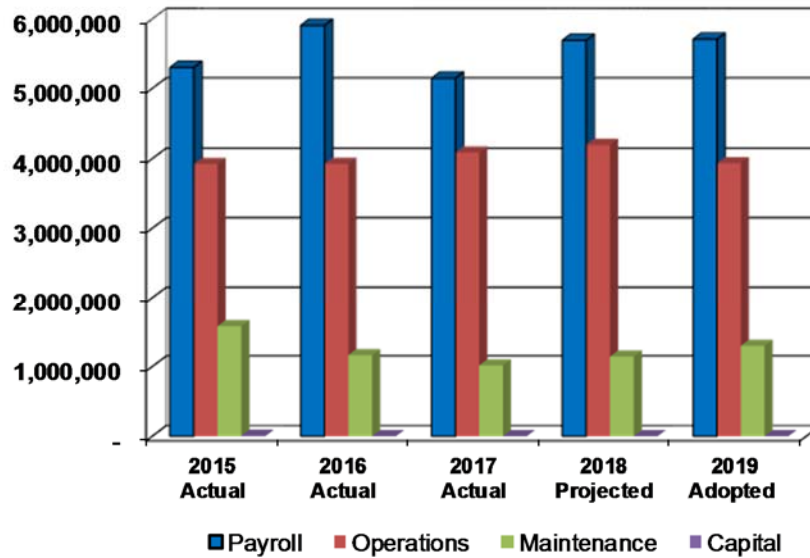
Maintenance

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

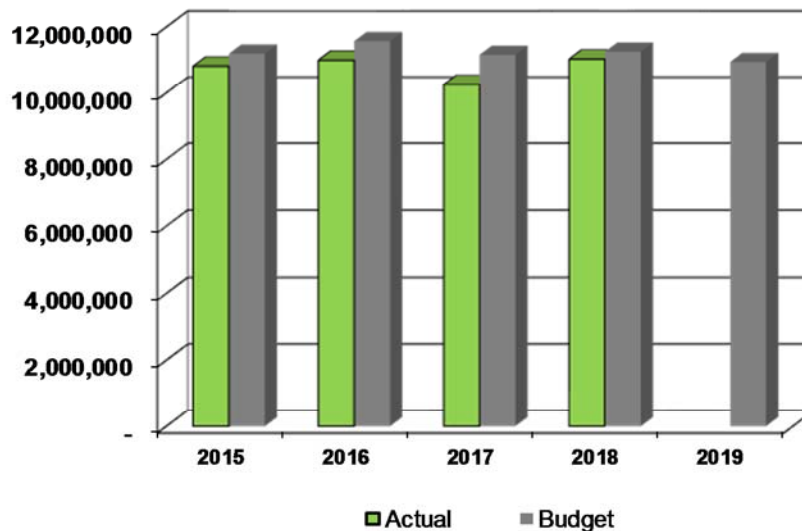


Maintenance

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	5,303,558	5,908,047	5,148,900	5,691,900	5,710,200
Operations	3,925,908	3,927,697	4,087,900	4,193,100	3,937,000
Maintenance	1,581,377	1,164,734	1,018,300	1,144,600	1,299,000
Capital	8,322	-	-	-	-
Total	10,819,166	11,000,479	10,255,100	11,029,600	10,946,200



	2015	2016	2017	2018	2019
Actual	10,819,166	11,000,479	10,255,100	11,029,600	
Budget	11,198,500	11,575,300	11,162,400	11,254,600	10,946,200
Variance	(379,334)	(574,821)	(907,300)	(225,000)	

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 2019 is \$10,946,200, which is \$308,400 or 2.7% below the expenditure level adopted for 2018 in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages.

Maintenance

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	272,400	229,100	243,000	246,100
Facilities and Electronic Maintenance	4,539,500	4,914,300	4,900,400	4,877,200
Administrative Facilities Maintenance	1,387,300	1,570,000	1,590,000	1,389,000
Central Equipment Maintenance	3,518,600	3,877,800	3,632,800	3,745,400
Inventory	537,300	663,400	663,400	688,500
Total Summary by Activity	10,255,100	11,254,600	11,029,600	10,946,200
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,511,000	5,014,600	5,014,600	5,038,000
Overtime	584,900	620,000	627,400	622,000
Temporary Help	3,500	-	-	-
Standby & Premium Pay	42,700	42,800	42,800	42,800
Longevity Pay	6,800	7,100	7,100	7,400
Total Payroll	5,148,900	5,684,500	5,691,900	5,710,200
Operations	4,087,900	4,377,100	4,193,100	3,937,000
Maintenance	1,018,300	1,193,000	1,144,600	1,299,000
Capital Outlay	-	-	-	-
Total Summary by Major Account	10,255,100	11,254,600	11,029,600	10,946,200
<u>Funding Allocation</u>				
Sewer Allocation 49%	5,025,100	5,514,800	5,404,600	5,363,600
Water Allocation 51%	5,230,000	5,739,800	5,625,000	5,582,600
Total Funding Allocation	10,255,100	11,254,600	11,029,600	10,946,200
<u>Authorized Positions</u>				
Administration	1	2	2	2
Facilities and Electronic Maintenance	33	34	34	32
Central Equipment Maintenance	18	15	15	15
Inventory	6	7	7	7
Total Authorized Positions	58	58	58	56

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 2019 is \$246,100. This is up \$16,900 or 7.4% from the expenditure level adopted for 2018.

Payroll: \$17,000

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

Operations: \$0

- The budget is expected to be unchanged for 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	179,000	213,100	213,100	228,000
501201	Overtime	3,200	-	7,400	2,000
501301	Temporary Help	3,500	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	300	300	300	400
	Total Payroll	186,000	213,400	220,800	230,400
	<u>Operations</u>				
502026	Clothing Apparel	-	300	300	300
502107	Office Supplies	5,400	6,000	10,500	6,000
502270	Seminars & Conventions	9,500	2,000	6,000	2,000
502271	Dues-Professional Associations	1,000	1,000	4,000	1,000
502272	Books & Subscriptions	-	500	500	500
502273	Employee Education Program	16,500	-	-	-
502274	Meeting Expenses	2,900	900	900	900
502287	Outside Services	51,100	-	-	-
502296	Consulting Services	-	5,000	-	5,000
	Total Operations	86,400	15,700	22,200	15,700
	Total Expenditure Classification	272,400	229,100	243,000	246,100
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	133,500	112,300	119,100	120,600
	Water Allocation 51%	138,900	116,800	123,900	125,500
	Total Funding Allocation	272,400	229,100	243,000	246,100
	<u>Authorized Positions</u>				
	Manager of Plant Maintenance	1	1	1	1
	Senior Clerk	-	1	1	1
	Total Authorized Positions	1	2	2	2

Facilities & Electronic Maintenance**Description**

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

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

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

Budget Commentary

The Facilities and Electronic Maintenance budget of \$4,877,200 is lower \$37,100 or 0.8% below the expenditure level adopted for 2018.

Payroll: (\$2,000)

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

Operations: (\$20,100)

- *Salt & Sand Ice Control* and *Clothing & Apparel* are decreasing based on 2019 estimated usage.
- *Outside Services* and *Ground Care* are increasing as a result of hiring additional contractors as needed.
- *Electricity* is decreasing based on contract pricing.

Maintenance: (\$15,000)

- A decrease in *Maintenance* expenses are based on 2018 spending levels.

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	2,569,800	2,884,800	2,884,800	2,882,700
501201	Overtime	443,500	450,000	450,000	450,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	36,900	35,000	35,000	35,000
501601	Longevity Pay	4,800	5,100	5,100	5,200
	Total Payroll	3,055,000	3,374,900	3,374,900	3,372,900
	<u>Operations</u>				
502011	Meal Allowances	1,300	4,000	4,000	4,000
502016	Police Services	-	5,000	5,000	5,000
502022	Salt & Sand Ice Control	-	15,000	15,000	2,000
502026	Clothing & Apparel	22,800	27,400	27,400	15,000
502032	Inventory Adjustments	4,500	-	-	-
502061	Materials from Stock	55,400	80,000	60,000	80,000
502103	Electrical Supplies	11,100	11,000	11,000	20,000
502104	Janitorial Supplies	1,500	-	-	-
502107	Office Supplies and Expense	2,900	-	3,000	-
502111	Small Tools	15,600	13,000	13,000	13,000
502112	Communication Equipment & Supplies	10,800	8,000	8,000	8,000
502119	Oil Spill Supplies	600	1,000	1,000	1,000
502138	Safety Equipment	9,500	9,000	9,000	9,000
502164	Weed Control Chemicals	900	3,000	3,000	1,000
502166	Odor Control Chemicals	700	2,000	2,000	1,000
502188	Refuse Collection	-	4,000	4,000	4,000
502190	Security	-	10,000	6,500	10,000
502203	Ground Care	115,500	103,000	123,000	130,300
502213	Fuel for Heating	31,200	40,000	40,000	42,000
502287	Outside Services	218,700	225,000	375,000	250,000
502319	Equipment Rental	1,800	20,000	15,000	15,000
502350	Electricity	683,800	600,000	500,000	550,000
	Total Operations	1,188,600	1,180,400	1,224,900	1,160,300
	<u>Maintenance</u>				
503138	Safety Equipment	17,200	10,000	10,000	10,000
503201	Communication Equipment	27,100	35,000	35,000	35,000
503205	Pump Station Equipment	108,900	100,000	50,000	100,000
503207	Tool & Work Equipment	16,000	17,000	17,000	17,000
503217	Infrastructure Software	60,900	70,000	65,000	70,000
503301	Building Maintenance	61,400	100,000	100,000	100,000
503307	Pump Stations	3,600	15,000	15,000	-
503316	Dist Reservoir Standpipes Storage Tanks	800	12,000	8,600	12,000
	Total Maintenance	295,900	359,000	300,600	344,000
	Total Expenditure Classification	4,539,500	4,914,300	4,900,400	4,877,200
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	2,224,400	2,408,000	2,401,200	2,389,800
	Water Allocation 51%	2,315,100	2,506,300	2,499,200	2,487,400
	Total Funding Allocation	4,539,500	4,914,300	4,900,400	4,877,200

Facilities & Electronic Maintenance

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Buildings & Facilities Maint Crew Leader	-	-	-	1
Building and Grounds Maintainer	7	4	4	3
Carpenter	1	1	1	1
Electrician 1	2	2	1	-
Electrician 2	1	-	-	1
Electrical Maint Supervisor	-	-	-	1
Electronic Technician 1	1	1	1	1
Electronic Technician 2	7	6	6	6
Facilities Maintainer	-	1	1	-
Facility Maintainer 1	-	4	4	6
Facility Maintenance Supervisor	-	-	1	-
Instrumentation Tech 2	-	-	-	1
Machinist/Maint. Mechanic	-	2	2	-
Machinist/Maint. Mechanic 2	2	-	-	8
Maintenance Crew Leader	-	1	1	-
Maintenance Mechanic	5	6	6	-
Meter Rebuild Crew Leader	1	-	-	-
Plant Maintainer	2	1	1	1
Plant Maintenance Supervisor	2	2	2	1
Pump Station Maint. Supervisor	1	1	1	-
Senior Maintenance Mechanic	1	1	1	1
Vehicle & Equipment Mechanic 2	-	1	1	1
<i>Total Authorized Positions</i>	33	34	34	33

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 \$1,389,000 budget for the Administrative Facilities for 2019 is down \$181,000 or 11.6% below from the expenditure level adopted for 2018.

Operations: (\$181,000)

- *Fuel for Heating and Custodial Service* expenses are anticipated to decrease due to the historical spend.

Maintenance: \$0

- The budget is expected to be unchanged for 2019.

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
502061	Materials from Stock	7,200	6,000	9,000	10,000
502104	Janitorial Supplies	61,400	80,000	80,000	80,000
502184	Custodial Services	303,600	400,000	400,000	330,000
502185	Heating Ventilating & Air Conditioning	-	60,000	60,000	60,000
502188	Refuse Collection	48,500	68,000	68,000	68,000
502190	Security	7,200	10,000	10,000	10,000
502213	Fuel for Heating	91,400	245,000	242,000	120,000
502304	Pest Control Services	8,400	11,000	11,000	11,000
502350	Electricity	453,600	400,000	400,000	400,000
502351	Heating & Air Conditioning	214,300	190,000	190,000	200,000
	Total Operations	1,195,600	1,470,000	1,470,000	1,289,000
	<u>Maintenance</u>				
503301	Building Maintenance	191,700	100,000	120,000	100,000
	Total Maintenance	191,700	100,000	120,000	100,000
	Total Expenditure Classification	1,387,300	1,570,000	1,590,000	1,389,000
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	679,800	769,300	779,100	680,600
	Water Allocation 51%	707,500	800,700	810,900	708,400
	Total Funding Allocation	1,387,300	1,570,000	1,590,000	1,389,000

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 2019 is \$3,745,400, which is below the 2018 approved level by \$132,400 or 3.4%.

Payroll: (\$11,100)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by filling a position at a lower step.

Operations: (\$242,300)

- *Gasoline* and *Diesel Fuel* expenses are expected to be lower in 2019 based on historical spending.
- *Consultant Services* are being utilized for the Navman system.

Maintenance: \$121,000

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

Central Equipment Maintenance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	1,302,100	1,366,200	1,366,200	1,355,000
501201	Overtime	75,400	80,000	80,000	80,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	300	800	800	800
501601	Longevity Pay	1,700	1,700	1,700	1,800
	Total Payroll	1,379,500	1,448,700	1,448,700	1,437,600
	<u>Operations</u>				
502011	Meal Allowances	-	300	300	300
502013	Permits	300	2,500	2,500	2,500
502026	Clothing & Apparel	10,400	18,000	18,000	18,000
502032	Inventory Adjustments	75,400	-	-	-
502061	Materials From Stock	282,100	300,000	300,000	300,000
502103	Electrical Supplies	2,000	3,300	3,300	3,300
502107	Office Supplies & Expenses	8,500	3,000	3,000	3,000
502111	Small Tools	14,400	18,000	18,000	18,000
502138	Safety Equipment	8,200	25,000	25,000	25,000
502167	Wash-Bay Chemicals	27,300	40,000	40,000	40,000
502188	Refuse Collection	10,200	12,000	12,000	12,000
502190	Security	6,200	6,500	6,500	6,500
502210	Propane Gas	1,100	10,000	10,000	10,000
502213	Fuel for Heating	19,900	30,000	30,000	30,000
502214	Gasoline	487,000	515,000	320,000	300,000
502216	Diesel Fuel	410,300	600,000	420,000	400,000
502271	Dues-Professional Associations	800	1,000	1,000	1,000
502274	Meeting Expense	800	1,000	1,000	1,000
502296	Consultant Services	159,100	-	140,000	170,000
502319	Equipment Rental	5,700	10,200	10,200	10,200
502350	Electricity	57,000	71,000	71,000	71,000
502352	Natural Gas	22,200	28,300	28,300	31,000
	Total Operations	1,608,400	1,695,100	1,460,100	1,452,800
	<u>Maintenance</u>				
503204	Power Operated Equipment	118,100	180,000	180,000	189,000
503207	Tool & Work Equipment	116,000	130,000	130,000	150,000
503208	Transportation Equipment	261,200	320,000	320,000	352,000
503211	Stationary Power Equipment	11,800	54,000	44,000	54,000
503301	Building Maintenance	23,600	50,000	50,000	110,000
	Total Maintenance	530,700	734,000	724,000	855,000
	Total Expenditure Classification	3,518,600	3,877,800	3,632,800	3,745,400
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	1,724,100	1,900,100	1,780,100	1,835,200
	Water Allocation 51%	1,794,500	1,977,700	1,852,700	1,910,200
	Total Funding Allocation	3,518,600	3,877,800	3,632,800	3,745,400

Central Equipment Maintenance

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Administrative Assistant	1	1	1	1
Equipment Fabricator	1	1	1	1
Fleet Supervisor	-	1	1	1
Fleet Superintendent	-	1	1	1
Power Equipment Mechanic	1	1	1	-
Vehicle and Equip. Body Mechanic	1	1	1	1
Vehicle and Equip. Mechanic	1	2	2	6
Vehicle and Equip. Maint. Supt.	1	-	-	-
Vehicle and Equipment Mechanic 2	6	4	4	1
Vehicle and Equip. Rep. Crew Leader	5	3	3	3
Vehicle and Equip. Repair Supervisor	1	-	-	-
<i>Total Authorized Positions</i>	18	15	15	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 2019 is \$688,500, which is up \$25,100 or 3.8% above the 2018 approved level.

Payroll: \$21,800

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

Operations: \$3,300

- *Postage* is expected to increase based on 2018 usage.
- The establishment of *Small Tools* and *Safety Equipment* allotments is to provide tools and equipment for Inventory department usage.

Inventory

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	460,100	550,500	550,500	572,300
501201	Overtime	62,800	90,000	90,000	90,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	5,500	7,000	7,000	7,000
501601	Longevity Pay	-	-	-	-
	Total Payroll	528,400	647,500	647,500	669,300
	<u>Operations</u>				
502011	Meal Allowances	500	3,000	3,000	3,000
502017	Postage	3,300	8,000	8,000	10,000
502026	Clothing & Apparel	4,300	4,200	4,200	4,200
502107	Office Supplies & Expenses	800	700	700	1,000
502111	Small Tools	-	-	-	500
502138	Safety Equipment	-	-	-	500
	Total Operations	8,900	15,900	15,900	19,200
	Total Expenditure Classification	537,300	663,400	663,400	688,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	263,300	325,100	325,100	337,400
	Water Allocation 51%	274,000	338,300	338,300	351,100
	Total Funding Allocation	537,300	663,400	663,400	688,500
	<u>Authorized Positions</u>				
	Inventory Stock Clerk	2	4	4	4
	Stock Svcs Crew Leader	1	1	1	1
	Stock Services Supervisor	1	1	1	1
	Vehicle & Equip Rep. Crew Leader	-	1	1	1
	Yard Stock Specialist 1	2	-	-	-
	Total Authorized Positions	6	7	7	7

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Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

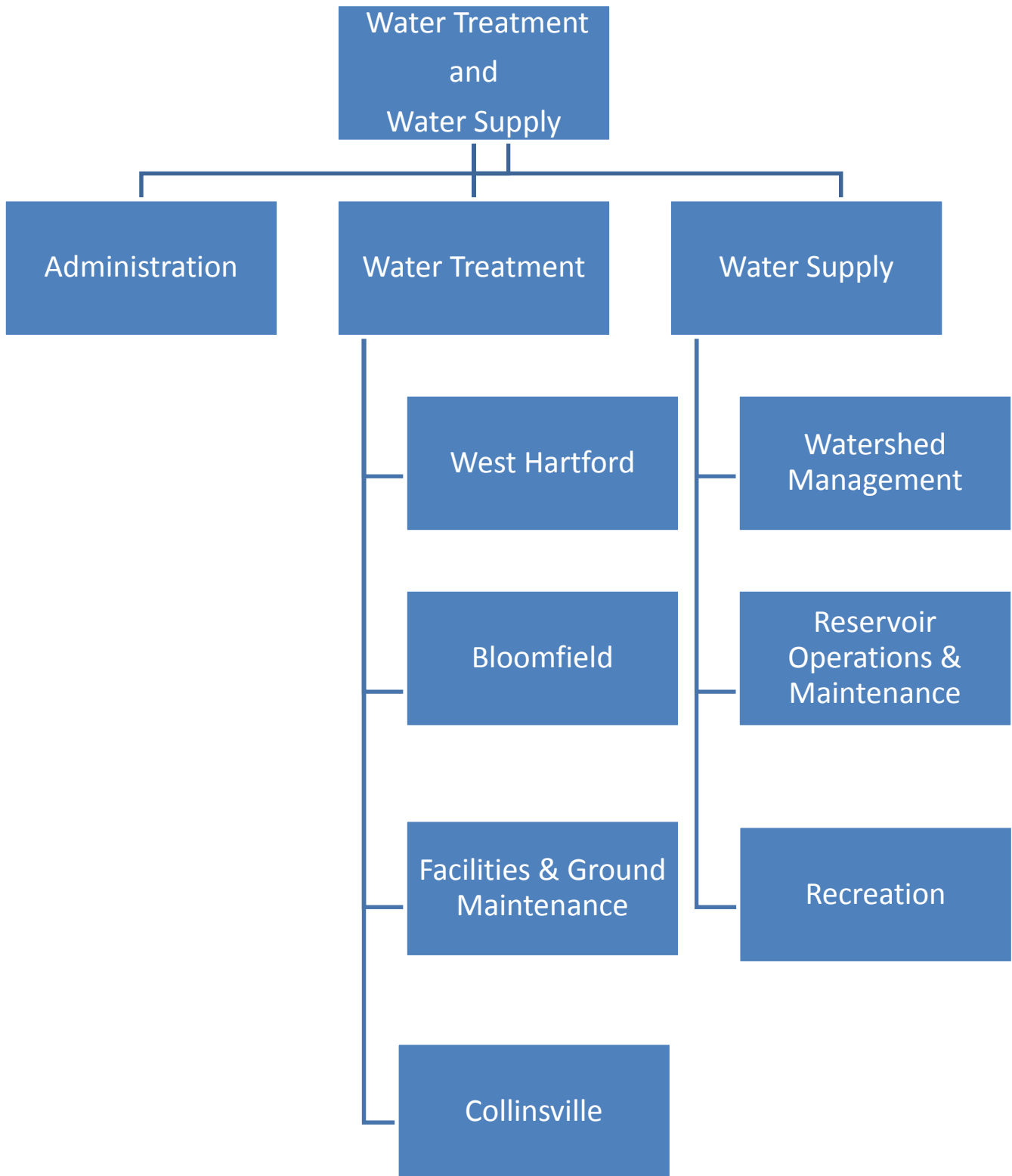
Collinsville

Water Supply

Watershed Maintenance

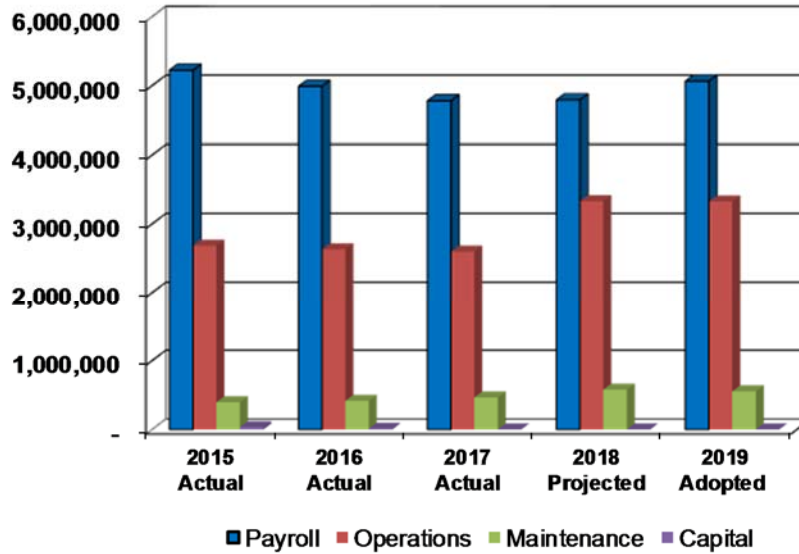
Reservoir Operations & Maintenance

Recreation

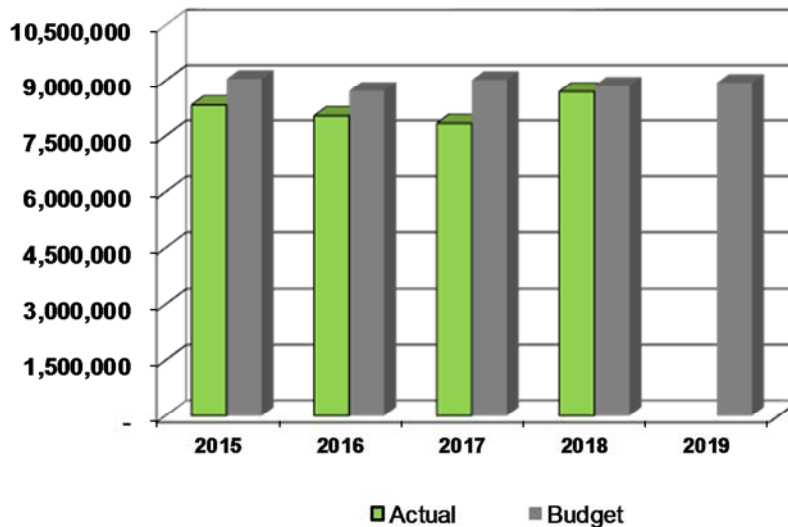


Water Treatment & Supply

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	5,224,215	4,990,121	4,779,700	4,793,200	5,065,600
Operations	2,684,639	2,630,140	2,597,300	3,330,150	3,325,100
Maintenance	395,910	416,038	464,600	578,650	554,000
Capital	33,066	11,759	-	-	-
Total	8,337,831	8,048,058	7,841,600	8,702,000	8,944,700



	2015	2016	2017	2018	2019
Actual	8,337,831	8,048,058	7,841,600	8,702,000	
Budget	9,051,800	8,724,400	9,021,700	8,861,500	8,944,700
Variance	(713,969)	(676,342)	(1,180,100)	(159,500)	

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 2019 is \$8,944,700, increase of \$83,200 or 0.9 % above the 2018 adopted level. Budget details pertaining to the Water Treatment and Supply activities follow.

Water Treatment and Supply

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	545,800	420,000	386,000	497,800
West Hartford	2,557,400	2,883,700	2,830,700	2,900,900
Bloomfield	1,321,500	1,349,600	1,333,100	1,383,400
Facilities & Ground Maintenance	725,000	875,400	867,400	913,800
Collinsville	133,800	135,800	135,800	137,400
Reservoir Operations & Maintenance	542,100	536,500	536,500	552,100
Water Supply	1,998,800	2,599,100	2,551,100	2,509,500
Recreation	17,200	61,400	61,400	49,800
Total Summary by Activity	7,841,600	8,861,500	9,474,000	8,944,700
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,215,200	4,344,500	4,211,500	4,484,700
Overtime	500,000	558,000	510,000	518,000
Temporary Help	17,100	15,000	24,500	15,000
Standby & Premium Pay	40,000	40,500	40,500	40,500
Longevity Pay	7,400	6,700	6,700	7,400
Total Payroll	4,779,700	4,964,700	4,793,200	5,065,600
Operations	2,597,300	3,312,700	3,330,150	3,325,100
Maintenance	464,600	584,100	578,650	554,000
Capital Outlay	-	-	-	-
Total Summary by Major Account	7,841,600	8,861,500	8,702,000	8,944,700
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	7,841,600	8,861,500	8,702,000	8,944,700
Total Funding Allocation	7,841,600	8,861,500	8,702,000	8,944,700
<u>Authorized Positions</u>				
Administration	4	3	4	4
West Hartford	15	15	15	15
Bloomfield	9	7	7	7
Facilities & Ground Maintenance	12	10	10	10
Reservoir Operations & Maintenance	5	4	4	4
Water Supply	14	13	13	13
Total Authorized Positions	59	52	53	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 2019 Water Treatment and Supply Administration budget is \$497,800, an increase of \$77,800 or 18.5% above the adopted level for 2018.

Payroll: \$78,800

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

Operations: (\$1,000)

- *Security and Janitorial Services* are decreasing based on a historical spend.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Payroll</u>					
501101	Regular Pay	521,400	382,500	337,500	461,300
501201	Overtime	2,900	3,000	3,000	3,000
501301	Temporary Help	2,500	-	8,000	-
501401	Standby & Premium Pay	-	300	300	300
501601	Longevity Pay	1,700	1,500	1,500	1,500
	Total Payroll	528,500	387,300	350,300	466,100
<u>Operations</u>					
502013	Permits	1,400	2,000	2,000	2,000
502026	Clothing & Apparel	500	1,200	1,200	1,200
502027	Vehicle Mileage Allowance	-	200	200	200
502049	Licenses and Registration	400	1,800	1,800	1,800
502104	Janitorial Services	-	1,500	1,500	1,000
502107	Office Supplies and Expenses	5,300	7,000	7,000	7,000
502190	Security	-	1,000	1,000	500
502270	Seminars & Conventions	6,300	5,000	8,000	5,000
502271	Dues-Professional Associations	1,600	1,800	1,800	1,800
502272	Books & Subscriptions	400	500	500	500
502274	Meeting Expenses	1,400	700	700	700
502287	Outside Services	-	10,000	10,000	10,000
	Total Operations	17,300	32,700	35,700	31,700
	Total Expenditure Classification	545,800	420,000	386,000	497,800
<u>Funding Allocation</u>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	545,800	420,000	386,000	497,800
	Total Funding Allocation	545,800	420,000	386,000	497,800
<u>Authorized Positions</u>					
	Administrative Assistant	-	1	1	1
	Asst. Manager of WT	2	1	1	1
	Manager of Water Treatment & Supply	1	1	1	1
	Senior Clerk	-	-	1	1
	WS & T Manager	1	-	-	-
	Total Authorized Positions	4	3	4	4

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 2019 is \$2,900,900. This is an increase of \$17,200 or 0.6% above the 2018 adopted budget.

Payroll: \$19,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity* expenses is increasing based on participation.

Operations: \$7,600

- *Water Treatment Chemicals & Electricity* are expected to decrease due to commodity price fluctuations.
- An increase in *Material from Stock* is based on historical spending levels.
- *Outside Services* is increasing based on price increases for temporary labor.

Maintenance: (\$10,000)

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

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	1,130,000	1,226,700	1,176,700	1,246,000
501201	Overtime	207,800	198,000	198,000	198,000
501301	Temporary Help	600	-	1,500	-
501401	Standby & Premium Pay	23,500	23,000	23,000	23,000
501601	Longevity Pay	2,900	2,800	2,800	3,100
	Total Payroll	1,364,800	1,450,500	1,402,000	1,470,100
	<u>Operations</u>				
502011	Meal Allowances	900	800	800	800
502026	Clothing & Apparel	12,700	8,000	8,000	8,000
502061	Material from Stock	2,200	3,500	16,450	18,000
502102	Bedwash Supplies	29,600	33,000	33,000	32,000
502103	Electrical Supplies	1,500	2,000	2,000	2,000
502104	Janitorial Supplies	-	1,500	1,500	1,500
502111	Small Tools	3,600	4,000	4,000	4,000
502119	Oil Spill Supplies	400	1,000	1,000	1,000
502138	Safety Equipment	-	2,000	2,000	2,000
502150	Water Treatment Chemicals	557,300	670,000	665,500	650,000
502188	Refuse Collection	3,900	5,500	5,500	5,500
502213	Fuel for Heating	44,700	70,000	70,000	70,000
502216	Diesel Fuel	1,500	1,500	1,500	1,500
502255	Blueprints, Maps, & Charts	700	1,000	1,000	1,000
502287	Outside Services	203,600	245,000	245,000	267,000
502319	Equipment Rental	-	1,000	1,000	1,000
502350	Electricity	232,000	277,900	277,900	270,000
	Total Operations	1,094,600	1,327,700	1,336,150	1,335,300
	<u>Maintenance</u>				
503138	Safety Equipment	500	500	500	500
503205	Pump Station Equipment	-	1,000	1,000	1,000
503207	Tool & Work Equipment	2,300	4,000	4,000	4,000
503209	Treatment Equipment	40,100	40,000	27,050	40,000
503301	Building Maintenance	19,800	10,000	10,000	10,000
503310	Treatment Structures	35,300	50,000	50,000	40,000
	Total Maintenance	98,000	105,500	92,550	95,500
	Total Expenditure Classification	2,557,400	2,883,700	2,830,700	2,900,900
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,557,400	2,883,700	2,830,700	2,900,900
	Total Funding Allocation	2,557,400	2,883,700	2,830,700	2,900,900

Water Treatment - West Hartford

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Certified WT Crew Leader	-	-	-	3
Water Plant Operator in Training	-	-	-	1
Water Treatment Plant Crew Leader	6	6	6	2
Water Treatment Plant Operator	6	4	4	5
Water Treatment Plant Operator 1	-	1	1	-
Water Treatment Plant Shift Supv.	2	3	2	3
Water Treatment Plant Supervisor	1	1	2	1
<i>Total Authorized Positions</i>	15	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 2019 budget for Bloomfield Water Treatment totals \$1,383,400, which is \$33,800 or a 2.5% increase from the 2018 approved level.

Payroll: \$33,400

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

Operations: \$2,400

- *Water Treatment Chemicals* is expected to decrease due to commodity price fluctuations.
- *Electricity* and other various allotments are expected to decrease slightly based on commodity pricing.

Maintenance: (\$2,000)

- *Safety Equipment* is expected to decrease based on having adequate equipment on hand.

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	576,000	555,400	525,400	588,800
501201	Overtime	65,200	80,000	80,000	80,000
501301	Temporary Help	600	-	-	-
501401	Standby & Premium Pay	16,200	14,000	14,000	14,000
501601	Longevity Pay	-	-	-	-
	Total Payroll	658,000	649,400	619,400	682,800
	<u>Operations</u>				
502011	Meal Allowances	-	200	200	200
502026	Clothing & Apparel	5,000	4,500	4,500	4,200
502061	Material from Stock	1,900	2,500	6,100	5,000
502103	Electrical Supplies	-	-	-	-
502104	Janitorial Supplies	1,600	3,000	3,000	2,000
502111	Small Tools	3,400	3,000	3,000	2,000
502138	Safety Equipment	1,800	1,500	15,000	1,200
502150	Water Treatment Chemicals	315,900	350,000	336,400	370,000
502188	Refuse Collection	3,200	3,800	3,800	3,800
502191	Sludge Removal	-	2,000	2,000	1,000
502213	Fuel for Heating	26,200	34,000	34,000	28,000
502215	Oil & Lubricant	900	1,000	1,000	500
502255	Blueprints, Maps, & Charts	-	200	200	200
502287	Outside Services	17,800	19,000	19,000	19,000
502319	Equipment Rental	2,900	1,000	1,000	1,000
502350	Electricity	186,900	190,000	190,000	180,000
	Total Operations	567,500	615,700	619,200	618,100
	<u>Maintenance</u>				
503138	Safety Equipment	4,500	4,500	4,500	2,500
503209	Treatment Equipment	61,700	50,000	50,000	50,000
503301	Building Maintenance	7,100	5,000	5,000	5,000
503310	Treatment Structures	22,700	25,000	35,000	25,000
	Total Maintenance	96,000	84,500	94,500	82,500
	Total Expenditure Classification	1,321,500	1,349,600	1,333,100	1,383,400
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,321,500	1,349,600	1,333,100	1,383,400
	Total Funding Allocation	1,321,500	1,349,600	1,333,100	1,383,400
	<u>Authorized Positions</u>				
	Certified WT CL	-	-	-	2
	WT Plant Crew Leader	3	1	1	1
	WT Plant Operations Supervisor	-	1	1	1
	WT Plant Operator	4	4	4	3
	WT Plant Operator 1	-	1	1	-
	WT Plant Shift Supervisor	1	-	-	-
	WT Plant Superintendent	1	-	-	-
	Total Authorized Positions	9	7	7	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 2019 is \$913,600 or a 4.4% increase above the adopted level for 2018.

Payroll: \$39,700

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

Operations: \$10,000

- *Outside Services* is increasing based on anticipated spending for 2019.

Maintenance: (\$11,500)

- *Reservoir Structures* is decreasing due to Dam Inspections being completed in 2018, offset by an increase in *Building Maintenance*.

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<i>Payroll</i>				
501101	Regular Pay	645,000	733,600	725,600	773,500
501201	Overtime	39,700	45,000	45,000	45,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	1,000	1,000	1,000
501601	Longevity Pay	-	-	-	-
	Total Payroll	684,700	779,600	771,600	819,500
	<i>Operations</i>				
502011	Meal Allowances	500	500	500	500
502022	Salt & Sand Ice Control	9,700	15,000	15,000	15,000
502026	Clothing & Apparel	2,500	2,800	2,800	2,800
502111	Small Tools	1,300	2,500	2,500	2,500
502119	Oil Spill Supplies	-	400	400	400
502138	Safety Equipment	1,500	2,000	2,000	2,000
502207	Tool & Work Equipment	700	3,000	3,000	3,000
502287	Outside Services	3,100	12,000	12,000	22,000
	Total Operations	19,300	38,200	38,200	48,200
	<i>Maintenance</i>				
503101	Land	6,200	15,000	15,000	15,000
503138	Safety Equipment	-	600	600	600
503207	Tool & Work Equipment	-	2,000	2,000	500
503301	Building Maintenance	12,400	5,000	5,000	10,000
503312	Reservoir Structures	600	27,000	27,000	12,000
503313	Service Roads	1,800	8,000	8,000	8,000
	Total Maintenance	21,000	57,600	57,600	46,100
	Total Expenditure Classification	725,000	875,400	867,400	913,800
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	725,000	875,400	867,400	913,800
	Total Funding Allocation	725,000	875,400	867,400	913,800
	<i>Authorized Positions</i>				
	Bldg & Grounds Maint. Supervisor	1	1	1	1
	Bldg & Grounds Maintainer	2	1	1	2
	Construction & Repair Specialist	-	1	1	1
	Facilities Maintainer	-	2	2	-
	Facility Maintainer 1	6	1	1	4
	Grounds Supervisor	1	-	-	-
	Park & Grounds Maint 1	1	2	2	-
	Superintendent of Water Supply	-	1	1	1
	Water Supply Maintainer 2	1	1	1	1
	Total Authorized Positions	12	10	10	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 2019 budget for Water Treatment, Collinsville is \$137,400 which is \$1,600 or 1.2% above the 2018 adopted level.

Operations: \$1,600

- Expenses for *Electricity, Water Treatment Chemicals and Sludge Removal* are increasing based on usage and a slight increase in the commodities. *Fuel for Heating and Outside Services* are expected to be lower than anticipated in 2019.

Maintenance: \$0

- The budget is expected to be unchanged for 2019.

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
502061	Materials from Stock	2,500	2,500	2,500	2,500
502111	Small Tools	400	600	600	600
502137	Fire Equipment	500	300	300	300
502150	Water Treatment Chemicals	23,900	21,500	21,500	23,000
502191	Sludge Removal	5,800	4,500	4,500	6,000
502213	Fuel for Heating	12,300	16,000	16,000	14,000
502287	Outside Services	1,800	7,400	7,400	5,000
502350	Electricity	66,700	69,000	69,000	72,000
	Total Operations	113,900	121,800	121,800	123,400
	<u>Maintenance</u>				
503209	Treatment Equipment	12,800	10,000	10,000	10,000
503301	Building Maintenance	1,000	1,500	1,500	1,500
503310	Treatment Structures	6,100	2,500	2,500	2,500
	Total Maintenance	19,900	14,000	14,000	14,000
	Total Expenditure Classification	133,800	135,800	135,800	137,400
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	133,800	135,800	135,800	137,400
	Total Funding Allocation	133,800	135,800	135,800	137,400

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 2019 budget totals \$552,100. This is an increase of \$15,600 or 2.9% above the budget for 2018.

Payroll: \$17,300

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity* is increasing based on participation.

Operations: (\$1,700)

- *Custom Sawing* expenses are being eliminated.

Maintenance: \$0

- The budget is expected to be unchanged for 2019.

Watershed Management

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	440,200	380,700	380,700	397,700
501201	Overtime	13,800	32,000	32,000	32,000
501301	Temporary Help	8,000	15,000	15,000	15,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,600	1,600	1,600	1,900
	Total Payroll	463,600	429,300	429,300	446,600
	<u>Operations</u>				
502005	Custom Sawing	-	1,500	1,500	-
502011	Meal Allowances	-	-	10	-
502026	Clothing & Apparel	4,100	4,000	3,990	4,000
502049	Licenses and Registration	500	2,000	2,000	2,000
502061	Material from Stock	-	200	200	-
502101	Alloy Chain	1,700	2,500	2,500	2,500
502107	Office Supplies & Expense	1,300	1,300	1,300	1,300
502111	Small Tools	4,500	6,000	6,000	6,000
502115	Computer Software	-	500	500	500
502119	Oil Spill Supplies	1,800	2,500	2,500	2,500
502203	Ground Care	-	20,000	20,000	20,000
502251	Printed Forms	-	1,500	1,500	1,500
502255	Blueprints, Maps, & Charts	300	1,000	1,000	1,000
502287	Outside Services	33,600	30,000	30,000	30,000
	Total Operations	47,800	73,000	73,000	71,300
	<u>Maintenance</u>				
503101	Land	28,500	30,000	30,000	30,000
503203	Office Furniture & Equipment	-	1,200	1,200	1,200
503207	Tool & Work Equipment	2,200	3,000	3,000	3,000
	Total Maintenance	30,700	34,200	34,200	34,200
	Total Expenditure Classification	542,100	536,500	536,500	552,100
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	542,100	536,500	536,500	552,100
	Total Funding Allocation	542,100	536,500	536,500	552,100
	<u>Authorized Positions</u>				
	Facility Maintainer 2	1	-	-	-
	Forester	1	1	1	1
	Forestry Technician	1	1	1	1
	Logging Equipment Operator	1	-	-	-
	Natural Resources Administrator	1	1	1	1
	Watershed Inspector	-	1	1	1
	Total Authorized Positions	5	4	4	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 2019 Reservoir Operations and Maintenance budget of \$2,509,500 is decreasing by \$89,600 or 3.4% below the level adopted for 2018.

Payroll: (\$88,100)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime* expenses are expected to be lower in 2019.

Operations: (\$6,500)

- *Fuel for Heating* expenses are expected to be lower based upon historical spend.
- *Fertilizer, Material from Stock and Weed Control Services* are expected to be higher based upon historical spend.

Maintenance: \$5,000

- *Land* is increasing based on anticipated maintenance in 2019.

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	902,600	1,065,600	1,065,600	1,017,400
501201	Overtime	170,600	200,000	152,000	160,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	300	2,200	2,200	2,200
501601	Longevity Pay	1,200	800	800	900
	Total Payroll	1,074,700	1,268,600	1,220,600	1,180,500
	<u>Operations</u>				
502002	Colebrook Reservoir Lease	408,700	685,000	685,000	685,000
502006	Fertilizer	-	7,000	7,000	10,000
502011	Meal Allowances	-	300	300	300
502013	Permits	-	500	500	500
502021	Riparian Commitment	101,200	60,000	60,000	60,000
502022	Salt & Sand Ice Control	11,700	13,000	13,000	13,000
502026	Clothing & Apparel	7,000	12,400	12,400	12,400
502049	Licenses & Registrations	500	600	600	1,000
502061	Material from Stock	-	1,000	3,500	5,000
502103	Electrical Supplies	400	2,000	2,000	2,000
502111	Small Tools	4,700	8,000	8,000	8,000
502112	Communication Equipment & Supplies	-	1,000	1,000	1,000
502137	Fire Equipment	2,200	2,900	2,900	3,000
502138	Safety Equipment	2,100	4,000	4,000	4,000
502164	Weed Control-Chemical & Supplies	-	2,000	2,000	4,000
502184	Custodial Services	15,500	17,000	17,000	17,000
502185	Heating Ventilating & Air Conditioning	-	500	500	500
502187	Septic Tank Pumping	5,800	5,000	5,000	5,000
502188	Refuse Collection	2,000	4,000	4,000	4,000
502207	Tool & Work Equipment	4,900	7,600	7,600	7,600
502213	Fuel for Heating	55,200	90,000	90,000	74,000
502287	Outside Services	6,000	30,000	30,000	30,000
502319	Equipment Rental	17,900	30,000	30,000	30,000
502350	Electricity	80,000	95,000	95,000	95,000
	Total Operations	725,800	1,078,800	1,081,300	1,072,300
	<u>Maintenance</u>				
503101	Land	14,000	25,000	25,000	30,000
503207	Tool & Work Equipment	1,400	2,200	2,200	2,200
503301	Building Maintenance	51,900	50,000	50,000	50,000
503304	Mains	100	7,000	7,000	7,000
503311	Other Source Structures	36,900	37,500	35,000	37,500
503312	Reservoir Structures	76,000	100,000	100,000	100,000
503313	Service Roads	18,000	30,000	30,000	30,000
	Total Maintenance	198,300	251,700	249,200	256,700
	Total Expenditure Classification	1,998,800	2,599,100	2,551,100	2,509,500
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,998,800	2,599,100	2,551,100	2,509,500
	Total Funding Allocation	1,998,800	2,599,100	2,551,100	2,509,500

Reservoir Operations & Maintenance

Authorized Positions	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Construction and Repair Specialist	1	1	1	1
Electrician 2	1	1	1	1
Equipment Operator 2	-	1	1	-
Facility Maintenance Crew Leader	-	-	-	1
Facility Maintainer 2	2	4	4	5
Facilities Maintenance Supervisor	-	1	1	1
Hydroelectric Plant Operator	1	1	1	1
Hydroelectric Plant Supervisor	1	1	1	1
Plumber	1	-	-	-
Truck Driver 3	-	1	1	-
Water Supply Constr/Maint Supv.	1	-	-	-
Water Supply Maintainer 2	5	2	2	2
Water Supply Maintainer 3	1	-	-	-
<i>Total Authorized Positions</i>	14	13	13	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 2019 Recreation budget of \$49,800 is decreasing by \$11,600 or 18.9% below the level adopted for 2018.

Payroll: \$0

- No changes in the budget for 2019.

Operations: \$0

- No changes in the budget for 2019.

Maintenance: (\$11,600)

- *Service Roads* and *Recreation Equipment* are being reduced to align with anticipated spending.

Recreation

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	5,400	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	5,400	-	-	-
	<u>Operations</u>				
502111	Small Tools	-	400	400	400
502114	Recreation Supplies & Expenses	3,700	5,000	5,000	5,000
502187	Septic Tank Pumping	-	3,000	3,000	3,000
502195	Agency Hire	3,900	3,500	3,500	3,500
502207	Tool & Work Equipment	-	2,300	2,300	2,300
502319	Equipment Rental	3,500	7,500	7,500	7,500
502350	Electricity	-	3,100	3,100	3,100
	Total Operations	11,100	24,800	24,800	24,800
	<u>Maintenance</u>				
503101	Land	700	7,500	7,500	7,500
503301	Building Maintenance	-	5,500	5,500	5,500
503313	Service Roads	-	10,000	10,000	5,000
503417	Recreation Equipment	-	13,600	13,600	7,000
	Total Maintenance	700	36,600	36,600	25,000
	Total Expenditure Classification	17,200	61,400	61,400	49,800
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	17,200	61,400	61,400	49,800
	Total Funding Allocation	17,200	61,400	61,400	49,800

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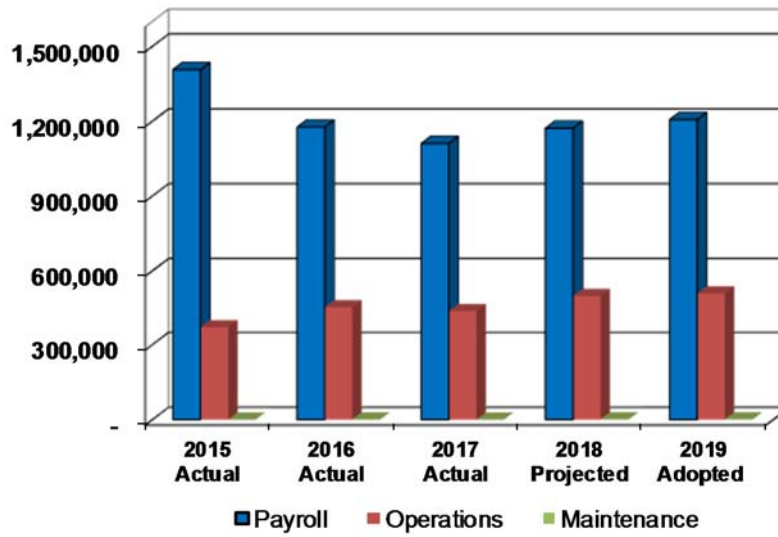
Patrol

Administration
Recreation

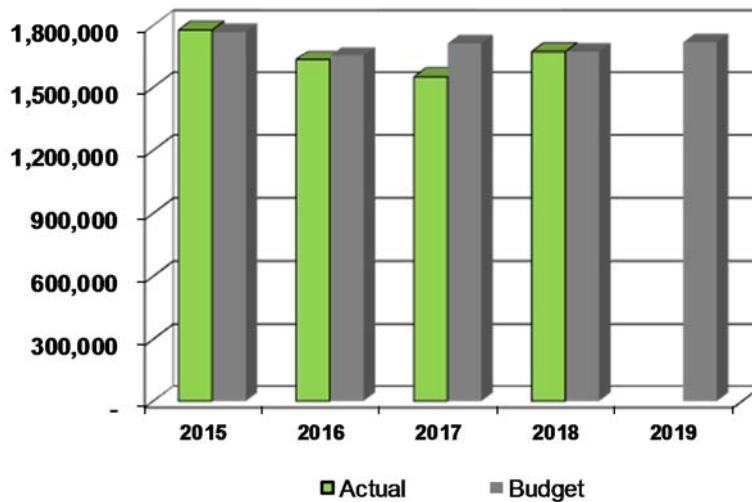


Patrol

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	1,407,080	1,176,662	1,111,000	1,172,500	1,207,100
Operations	370,601	454,500	439,100	500,100	510,400
Maintenance	-	980	-	2,000	2,000
Total	1,777,681	1,632,142	1,550,100	1,674,600	1,719,500



	2015	2016	2017	2018	2019
Actual	1,777,681	1,632,142	1,550,100	1,674,600	
Budget	1,767,900	1,653,100	1,713,900	1,674,600	1,719,500
Variance	9,781	(20,958)	(163,800)	-	

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 2019 budget for the Patrol Administration and Recreation is \$1,719,500, which is increasing by \$44,900 or 2.7% above the expenditure level adopted for 2018. Budget details regarding the activity and departments are provided on succeeding pages.

Patrol

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Administration	1,213,800	1,283,200	1,283,200	1,308,500
Recreation	336,300	391,400	391,400	411,000
Total Summary by Activity	1,550,100	1,674,600	1,674,600	1,719,500
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	817,700	852,200	852,200	886,300
Overtime	125,100	64,000	64,000	64,000
Temporary Help	165,300	245,000	245,000	245,000
Standby & Premium Pay	1,700	10,000	10,000	10,000
Longevity Pay	1,200	1,300	1,300	1,800
Total Payroll	1,111,000	1,172,500	1,172,500	1,207,100
Operations	439,100	500,100	500,100	510,400
Maintenance	-	2,000	2,000	2,000
Capital Outlay	-	-	-	-
Total Summary by Major Account	1,550,100	1,674,600	1,674,600	1,719,500
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,550,100	1,674,600	1,674,600	1,719,500
Total Funding Allocation	1,550,100	1,674,600	1,674,600	1,719,500
<u>Authorized Positions</u>				
Administration	9	9	9	9
Recreation	-	-	-	-
Total Authorized Positions	9	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 2019 is \$1,308,500 which is \$25,300 or 2.0% above the 2018 budget.

Payroll: \$34,600

- *Regular Pay* includes increments and cost of living for eligible employees.
- *Longevity* is increasing based upon participation.

Operations: (\$9,300)

- *Security* expenses are increasing based on contractual obligations.
- *Clothing & Apparel* and *Communication Equipment & Supplies* are decreasing based on historical spending.

Maintenance: \$0

- No changes are anticipated in 2019.

Administration

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	817,700	852,200	852,200	886,300
501201	Overtime	122,500	60,000	60,000	60,000
501301	Temporary Help	56,300	95,000	95,000	95,000
501401	Standby & Premium Pay	1,700	10,000	10,000	10,000
501601	Longevity Pay	1,200	1,300	1,300	1,800
	Total Payroll	999,400	1,018,500	1,018,500	1,053,100
	<u>Operations</u>				
502011	Meal Allowances	-	300	300	300
502026	Clothing & Apparel	16,900	24,000	24,000	10,000
502107	Office Supplies & Expenses	3,900	5,000	5,000	5,000
502112	Communication Equipment & Supplies	10,000	17,300	17,300	12,000
502117	Field Supplies	100	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	168,700	185,000	185,000	195,000
502207	Tool & Work Equipment	-	700	700	700
502270	Seminars and Conventions	2,700	4,000	4,000	4,000
502271	Dues-Professional Associations	1,000	1,000	1,000	1,000
502272	Books & Subscriptions	-	300	300	300
502287	Outside Services	11,100	20,500	20,500	20,500
	Total Operations	214,400	262,700	262,700	253,400
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	1,500	1,500	1,500
503207	Tool & Work Equipment	-	500	500	500
	Total	-	2,000	2,000	2,000
	Total Expenditure Classification	1,213,800	1,283,200	1,283,200	1,308,500
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,213,800	1,283,200	1,283,200	1,308,500
	Total Funding Allocation	1,213,800	1,283,200	1,283,200	1,308,500
	<u>Authorized Positions</u>				
	Administrative Clerk	-	-	-	-
	Conservation Ranger	-	1	1	1
	District Patrol Commander/Manager	1	-	-	-
	Dist. Patrol Comm. - Mgr Police Svcs	-	1	1	1
	District Patrol Lieutenant	1	2	2	2
	District Patrol Officer	5	5	5	5
	District Patrol Sergeant	2	-	-	-
	Total Authorized Positions	9	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 2019 totals \$411,000 which is \$19,600 or 5.0% higher than the expenditure level adopted for 2018.

Payroll: \$0

- The budget is expected to be unchanged for 2018.

Operations: \$19,600

- *Security* increases due to contractual obligations.

Recreation

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	2,600	4,000	4,000	4,000
501301	Temporary Help	109,000	150,000	150,000	150,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	111,600	154,000	154,000	154,000
	<u>Operations</u>				
502026	Clothing & Apparel	1,200	2,500	2,500	2,500
502107	Office Supplies & Expenses	200	400	400	-
502112	Communication Equipment & Supplies	-	2,500	2,500	2,500
502114	Recreation Supplies & Expenses	2,300	2,500	2,500	2,500
502136	Safety & First Aid Supplies	-	1,500	1,500	1,500
502190	Security	218,700	225,000	225,000	245,000
502287	Outside Services	2,300	3,000	3,000	3,000
	Total Operations	224,700	237,400	237,400	257,000
	Total Expenditure Classification	336,300	391,400	391,400	411,000
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	336,300	391,400	391,400	411,000
	Total Funding Allocation	336,300	391,400	391,400	411,000
	<u>Authorized Positions</u>				
	Administration	-	-	-	-
	Recreation	-	-	-	-
	Total Authorized Positions	-	-	-	-

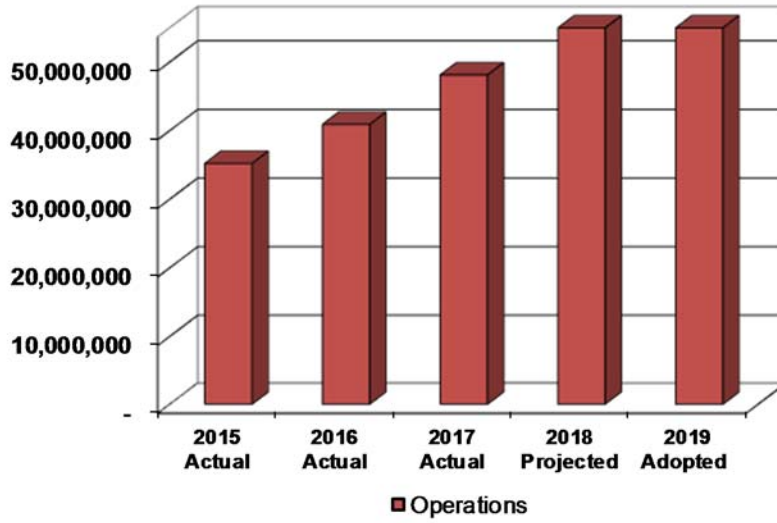
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Debt Service

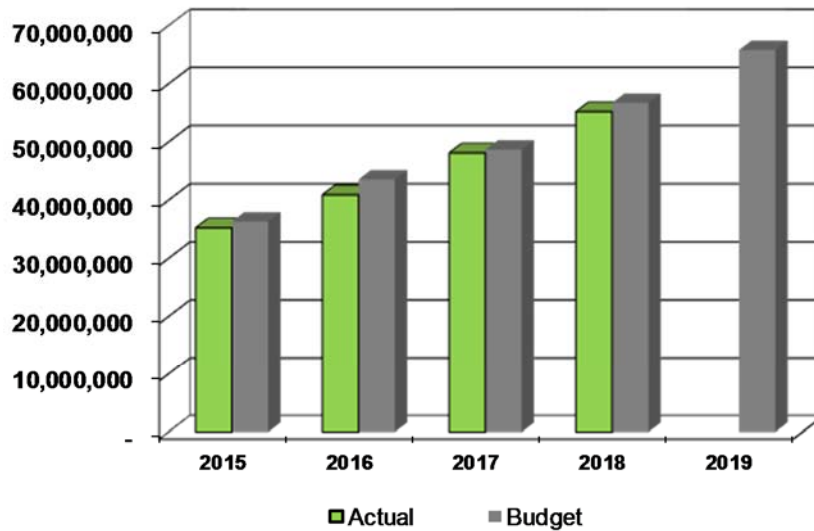
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Debt Service

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Operations	35,241,022	40,930,648	48,133,491	55,233,748	65,822,800
Total	35,241,022	40,930,648	48,133,491	55,233,748	65,822,800



	2015	2016	2017	2018	2019
Actual	35,241,022	40,930,648	48,133,491	55,233,748	
Budget	36,340,200	43,573,300	48,698,300	56,741,300	65,822,800
Variance	(1,099,178)	(2,642,652)	(564,809)	(1,507,552)	

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 2019 is \$65,822,800. This is an increase of \$9,081,500 or 16.0% above the total adopted 2018 level. Budget details pertaining to the Debt Service activities can be found on the following pages.

Debt Service

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Legal Services	273,700	408,700	408,700	408,700
Interest & Note Issue Expense	15,832	2,511,200	1,132,223	636,100
Other Debt Issuance Cost	244,007	-	-	-
Interest on Bonds	19,475,143	18,909,900	18,876,420	22,866,000
Principal on Bonds	28,124,809	34,911,500	34,816,405	41,912,000
Total Expenditure Classification	48,133,491	56,741,300	55,233,748	65,822,800
<u>Funding Allocation - (Composite)</u>				
Sewer Allocation 48%	23,536,004	28,519,400	27,846,589	34,069,500
Water Allocation 52%	24,597,487	28,221,900	27,387,159	31,753,300
Total Funding Allocation	48,133,491	56,741,300	55,233,748	65,822,800

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 2019 totals \$31,753,300 which is \$9,657,800 or 43.7% higher than the 2018 adopted level. This is department is increasing due bond issues and the consolidation of departments.

Operations: \$9,657,800

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

Water Debt Service

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502292	Legal Services	130,100	157,700	157,700	157,700
502363	Interest & Note Issue Expense	1,070	1,124,600	418,423	215,600
502364	Interest on Bonds	9,972,943	7,205,500	7,171,994	11,285,000
502367	Other Debt Issuance Cost	93,407	-	-	-
508360	Principal on Bonds	14,399,967	13,607,700	13,512,628	20,095,000
	Total Expenditure Classification	24,597,487	22,095,500	21,260,745	31,753,300
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	24,597,487	22,095,500	21,260,745	31,753,300
	Total Funding Allocation	24,597,487	22,095,500	21,260,745	31,753,300

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 2019 totals \$34,069,500 which is \$11,436,200 or 50.5% higher than the 2017 adopted level. This is department is increasing due bond issues and the consolidation of departments.

Operations: \$11,436,200

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

Sewer Debt Service

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<i>Operations</i>				
502292	Legal Services	143,600	251,000	251,000	251,000
502363	Interest & Note Issue Expense	14,762	1,386,600	713,800	420,500
502364	Interest on Bonds	9,502,200	6,823,000	6,822,987	11,581,000
502367	Other Debt Issuance Cost	150,600	-	-	-
508360	Principal on Bonds	13,724,842	14,172,700	14,172,702	21,817,000
	<i>Total Expenditure Classification</i>	23,536,004	22,633,300	21,960,489	34,069,500
	<i>Funding Allocation</i>				
	Sewer Allocation 100%	23,536,004	22,633,300	21,960,489	34,069,500
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	23,536,004	22,633,300	21,960,489	34,069,500

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 2019 totals \$0 which is \$12,012,514 or 100.0% lower than the 2018 adopted level this is due to the consolidation of cost centers. These expenses are now being shown in Debt Service Sewer and Debt Service Water.

Combined Debt Service

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502364	Interest on Bonds	-	4,881,400	4,881,439	-
508360	Principal on Bonds	-	7,131,100	7,131,075	-
	Total Expenditure Classification	-	12,012,500	12,012,514	-
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	-	5,886,100	5,886,100	-
	Water Allocation 51%	-	6,126,400	6,126,414	-
	Total Funding Allocation	-	12,012,500	12,012,514	-

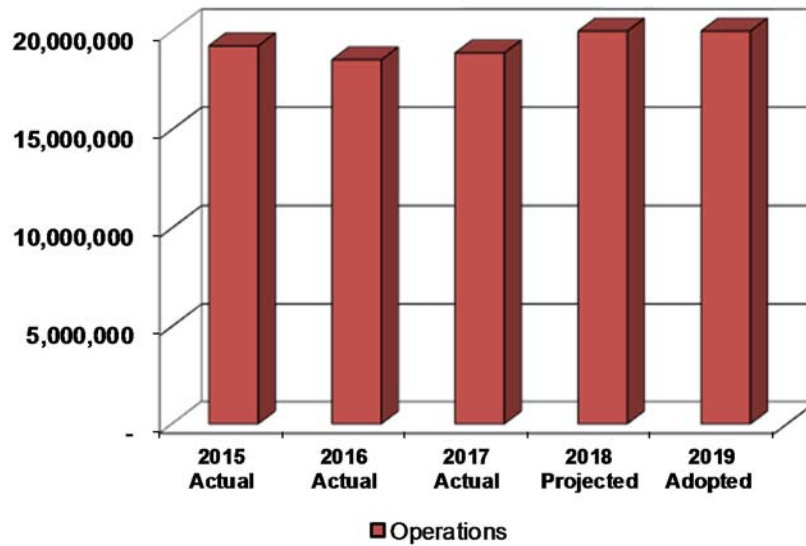
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Employee Benefits

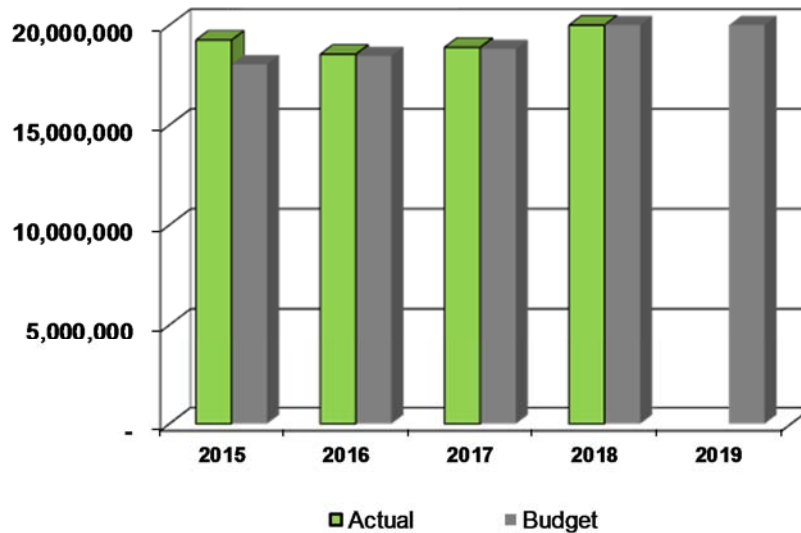
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Employee Benefits

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Operations	19,252,077	18,543,977	18,890,000	20,111,600	28,507,900
Total	19,252,077	18,543,977	18,890,000	20,111,600	28,507,900



	2015	2016	2017	2018	2019
Actual	19,252,077	18,543,977	18,890,000	20,111,600	
Budget	18,038,800	18,459,500	18,805,700	20,060,100	28,507,900

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 28,507,900. This is an increase of \$8,447,800 from the level adopted in 2018. Budget details pertaining to the allotments comprising the Employee Benefits account are on succeeding pages.

Employee Benefits

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Employee Medical Insurances	10,546,000	20,060,100	20,111,600	28,507,900
Other Employee Benefits	8,344,000	-	-	-
Total Summary by Activity	18,890,000	20,060,100	20,111,600	28,507,900
<u>Funding Allocation (Composite)</u>				
Sewer Allocation 45%	8,500,500	9,027,000	9,050,200	12,828,600
Water Allocation 55%	10,389,500	11,033,100	11,061,400	15,679,300
Total Funding Allocation	18,890,000	20,060,100	20,111,600	28,507,900

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 2019 Employee Medical Insurances the budget totals \$28,507,900, is increasing by \$8,447,800 or 42.1% over the level adopted for 2018.

Operations: \$8,447,800

- *Medical & Dental Premium, Claim & Admin Fees* have increased for 2019.
- *Social Security and OPEB Contribution* increases in 2019.
- Pension contribution for 2019 has decreased based on the Actuarial report.

Employee Benefits

7110015

Employee Benefits

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502056	OPEB Trust Contribution	4,013,100	4,099,000	4,099,050	7,602,000
502296	Consultant Services	-	50,000	101,500	85,000
502500	Medical & Dental Premium, Claim	6,532,900	7,378,000	7,378,000	12,716,000
502503	Group Life	-	51,500	51,500	52,000
502505	Pension Regular	-	5,328,000	5,328,000	4,727,000
502508	Social Security	-	3,095,800	3,095,800	3,267,500
502509	Unemployment Compensation	-	57,800	57,750	58,400
	Total Expenditure Classification	10,546,000	20,060,100	20,111,600	28,507,900
	<u>Funding Allocation</u>				
	Sewer Allocation 45%	4,745,700	9,027,000	9,050,200	12,828,600
	Water Allocation 55%	5,800,300	11,033,100	11,061,400	15,679,300
	Total Funding Allocation	10,546,000	20,060,100	20,111,600	28,507,900

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.

Employee Benefits

7120015

Other Employee Benefits

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
501701	Termination Pay	-	-	-	-
501720	Performance - Based Compensation	-	-	-	-
501901	Accrued Payroll	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
502296	Consultant Services	14,600	-	-	-
502505	Pension Regular	5,057,100	-	-	-
502508	Social Security	3,251,400	-	-	-
502509	Unemployment Compensation	20,900	-	-	-
	Total Operations	8,344,000	-	-	-
	Total Expenditure Classification	8,344,000	-	-	-
	<u>Funding Allocation (Composite)</u>				
	Sewer Allocation 45%	3,754,800	-	-	-
	Water Allocation 55%	4,589,200	-	-	-
	Total Funding Allocation	8,344,000	-	-	-

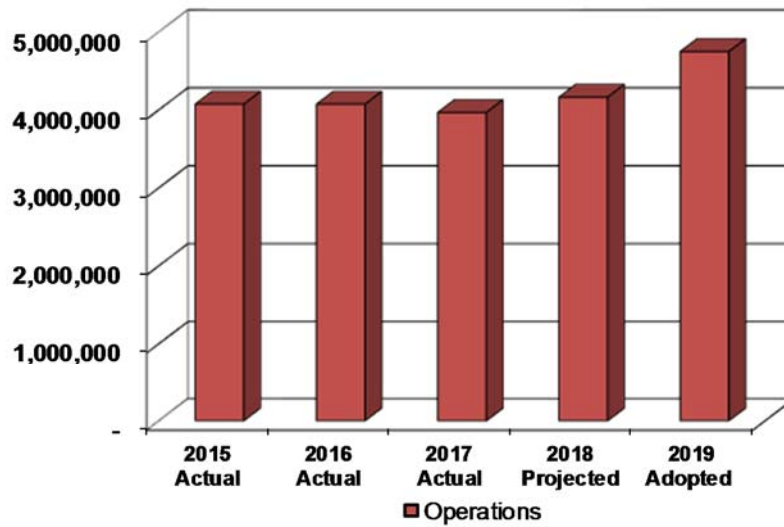
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General Insurance

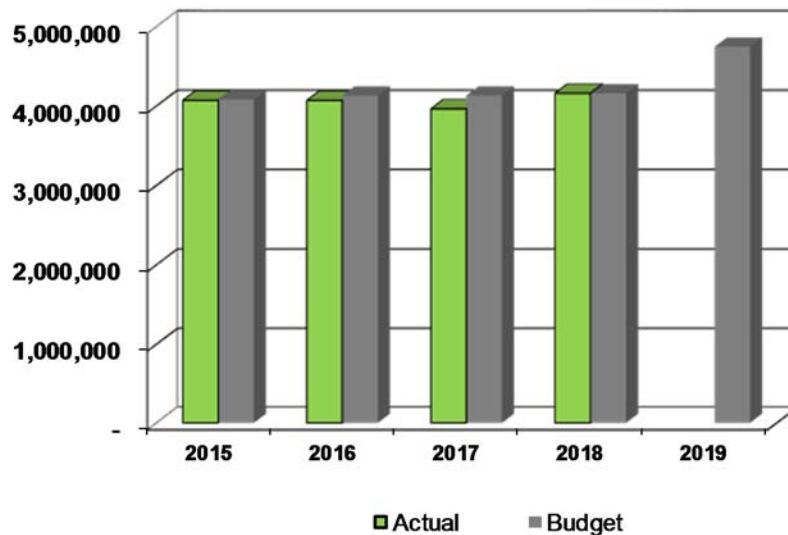
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General Insurance

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Operations	4,073,079	4,072,918	3,965,800	4,162,200	4,747,100
Total	4,073,079	4,072,918	3,965,800	4,162,200	4,747,100



	2015	2016	2017	2018	2019
Actual	4,073,079	4,072,918	3,965,800	4,162,200	
Budget	4,083,700	4,133,800	4,133,800	4,162,200	4,747,100
Variance	(10,621)	(60,882)	(168,000)	-	

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 2019 totals \$4,747,100, which is \$584,900 or 14.1% above the adopted level for 2018 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. In 2018 the following departments were consolidated Property Insurance (7210015), Liability – Compensation (7220015) and Self Insurance (7230015).

General Insurance

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Property Insurance	503,000	4,162,200	4,162,200	4,747,100
Liability - Compensation	984,200	-	-	-
Self Insurance	2,478,600	-	-	-
Total Summary by Activity	3,965,800	4,162,200	4,162,200	4,747,100
<u>Funding Allocation</u>				
Sewer Allocation 30%	1,189,800	1,248,700	1,248,700	1,424,100
Water Allocation 70%	2,776,000	2,913,500	2,913,500	3,323,000
Total Funding Allocation	3,965,800	4,162,200	4,162,200	4,747,100

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. In 2018 the Property Insurance (7210015), Liability – Compensation (7220015) and Self Insurance (7230015) departments were consolidated.

Budget Commentary

The Property Insurance budget for 2018 is \$4,747,100, which has increased by \$584,900 or 14.1% above the expenditure level adopted 2018. This is the result of the consolidation of the General Insurance departments.

Operations: \$584,900

- The increases are due to insurance market conditions.

General Insurance

7210015

General Insurance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502224	Theft Liability	-	5,000	5,000	5,300
502226	Police Liability	-	14,800	14,800	14,800
502227	Fiduciary Liability	-	89,000	81,000	93,500
502230	General Property	501,700	242,700	265,700	315,000
502234	Fidelity Bond	-	12,200	12,200	12,800
502237	Automobile Liability	-	81,100	81,100	53,100
502238	Public Liability	-	286,800	286,800	301,200
502240	Umbrella Liability	-	461,500	461,500	485,000
502243	Commissioner Accident Insurance	-	1,100	1,100	1,100
502244	Performance Bonds	1,300	2,300	2,300	2,400
502245	Workers Comp Excess Coverage	-	200,700	200,700	210,800
502247	Liability - Claims	-	2,525,000	2,525,000	3,000,000
502248	Employee Practices Liability	-	80,100	65,100	84,100
502263	Pollution Liability Insurance	-	59,900	59,900	63,000
502287	Outside Services	-	100,000	100,000	105,000
	Total Expenditure Classification	503,000	4,162,200	4,162,200	4,747,100
	<u>Funding Allocation</u>				
	Sewer Allocation 30%	150,900	1,248,700	1,248,700	1,424,100
	Water Allocation 70%	352,100	2,913,500	2,913,500	3,323,000
	Total Funding Allocation	503,000	4,162,200	4,162,200	4,747,100

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

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

Liability — Compensation

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502224	Theft Liability	3,700	-	-	-
502226	Police Liability	1,700	-	-	-
502227	Fiduciary Liability	15,200	-	-	-
502234	Fidelity Bond	-	-	-	-
502237	Automobile Liability	75,200	-	-	-
502238	Public Liability	226,300	-	-	-
502240	Umbrella Liability	408,500	-	-	-
502243	Commissioner Accident Insurance	900	-	-	-
502245	Workers Comp Excess Coverage	128,000	-	-	-
502248	Employee Practices Liability	5,000	-	-	-
502263	Pollution Liability Insurance	55,000	-	-	-
502287	Outside Services	64,700	-	-	-
	Total Expenditure Classification	984,200	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 30%	295,300	-	-	-
	Water Allocation 70%	688,900	-	-	-
	Total Funding Allocation	984,200	-	-	-

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

Self-Insurance

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502239	Workers' Compensation-Claims	-	-	-	-
502242	Property Losses Not Insured	-	-	-	-
502247	Liability-Claims	2,478,600	-	-	-
502249	Incurred But Not Reported-Reserve	-	-	-	-
	Total Expenditure Classification	2,478,600	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 30%	743,600	-	-	-
	Water Allocation 70%	1,735,000	-	-	-
	Total Funding Allocation	2,478,600	-	-	-

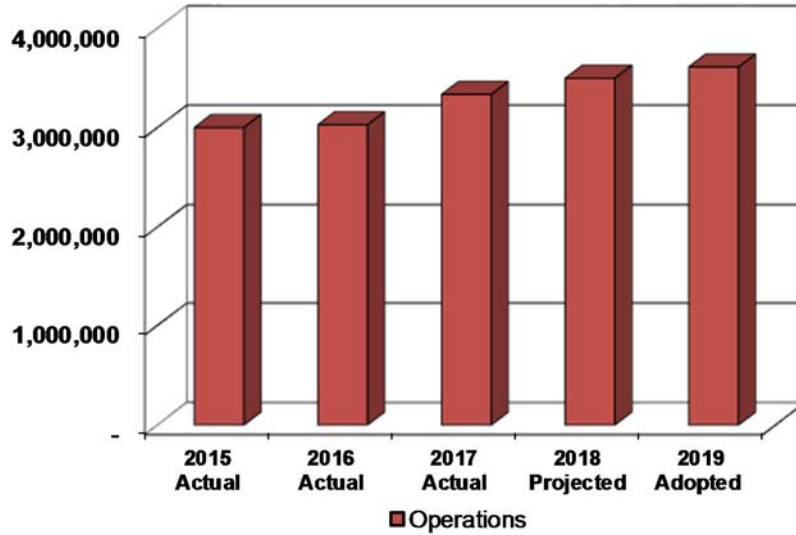
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Taxes & Fees
Specials Agreements & Programs
Contingencies

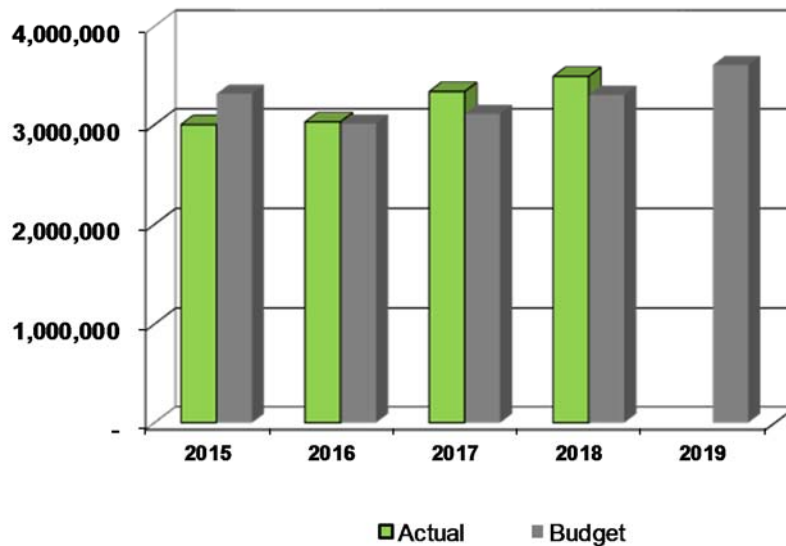
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Taxes & Fees

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	-	-	-	-	-
Operations	3,001,622	3,029,194	3,333,600	3,496,500	3,610,500
Maintenance	-	-	-	-	-
Total	3,001,622	3,029,194	3,333,600	3,496,500	3,610,500



	2015	2016	2017	2018	2019
Actual	3,001,622	3,029,194	3,333,600	3,496,500	
Budget	3,310,000	3,010,000	3,110,000	3,300,500	3,610,500
Variance	(308,378)	19,194	223,600	196,000	

Summary**Description**

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

Budget Commentary

The Taxes and Fees budget for 2019 totals \$3,610,500, which is \$310,000 or 9.4% above the expenditure level adopted for 2018.

Operations: \$310,000

- Increase is based on 2018 spending levels.

Taxes & Fees

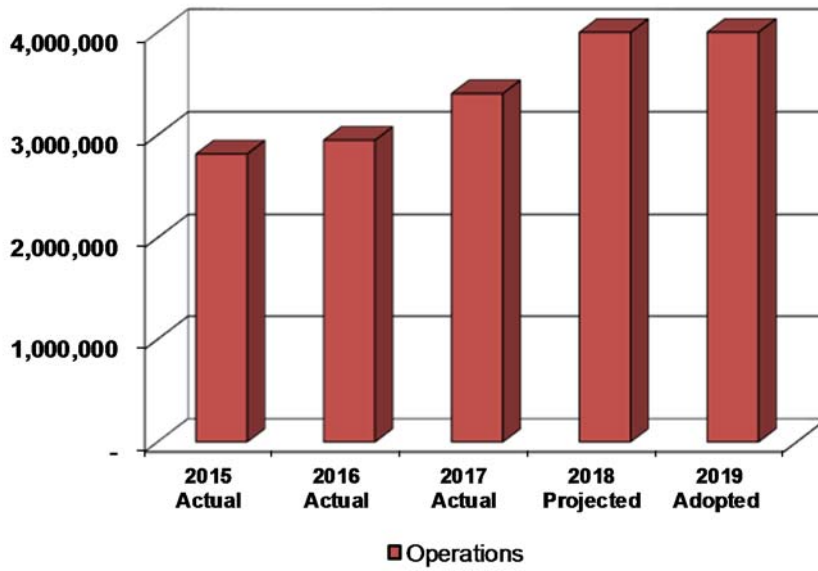
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Summary

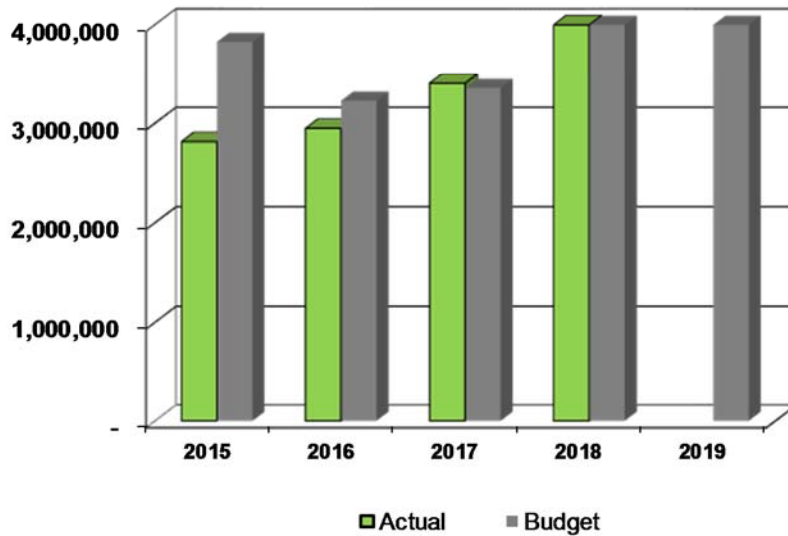
Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502028	Property Taxes	3,333,600	3,290,000	3,486,000	3,600,000
502306	Property Appraisals	-	10,500	10,500	10,500
	Total Expenditure Classification	3,333,600	3,300,500	3,496,500	3,610,500
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	3,333,600	3,300,500	3,496,500	3,610,500
	Total Funding Allocation	3,333,600	3,300,500	3,496,500	3,610,500

Special Agreements & Programs

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	-	-	-	-	-
Operations	2,815,332	2,949,177	3,403,700	4,591,400	5,033,200
Maintenance	-	-	-	-	-
Total	2,815,332	2,949,177	3,403,700	4,591,400	5,033,200



	2015	2016	2017	2018	2019
Actual	2,815,332	2,949,177	3,403,700	4,591,400	
Budget	3,826,800	3,226,600	3,355,300	4,806,300	5,033,200

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 2019 totals \$4,395,600, is decreasing by \$410,700 or 8.8% below the expenditure level adopted for 2018.

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 *Mattabasset District* account provides for charges (per written agreement) by Mattabasset 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	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Sewer	1,367,700	1,401,000	1,376,000	1,479,300
Water	2,036,000	3,405,300	3,215,400	3,553,900
<i>Total Summary by Activity</i>	3,403,700	4,806,300	4,591,400	5,033,200
<u>Funding Allocation</u>				
Sewer Allocation 39%	1,367,700	1,401,000	1,376,000	1,479,300
Water Allocation 61%	2,036,000	3,405,300	3,215,400	3,553,900
<i>Total Funding Allocation</i>	3,403,700	4,806,300	4,591,400	5,033,200

Sewer

Budget Commentary

The Special Agreements and Programs budget totals \$1,479,300 for 2019, which is an increase of \$78,300 or 5.6% above the 2018 year level.

Operations: \$78,300

- *Mattabasset District* and *New Britain* show an increase based on projected increases for 2019.

Special Agreements & Programs

7410010

Sewer

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502032	Inventory adj	100	-	-	-
502180	<u>Berlin</u>	-	-	5,000	2,500
502181	Mattabassett District	621,100	590,000	637,000	650,000
502182	New Britain	509,800	225,000	225,000	250,000
502201	Meter Services	21,700	-	-	-
502296	Consultant Services	168,200	500,000	403,000	490,800
502648	Septic Reimbursements	69,500	80,000	80,000	80,000
502649	Glastonbury	3,400	6,000	6,000	6,000
502333	Accts Receivable Write Off	(26,100)	-	20,000	-
	Total Expenditure Classification	1,367,700	1,401,000	1,376,000	1,479,300
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,367,700	1,401,000	1,376,000	1,479,300
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,367,700	1,401,000	1,376,000	1,479,300

Water

Budget Commentary

The Special Agreements and Programs budget totals \$3,553,900 for 2019, which is an increase of \$148,600 or 4.4% from the adopted level for 2018.

Operations: \$148,600

- *State of CT-DPH* allotment is increasing based on billing from DPH.
- *Operation Fuel* is increasing based on anticipated participation.

Special Agreements & Programs

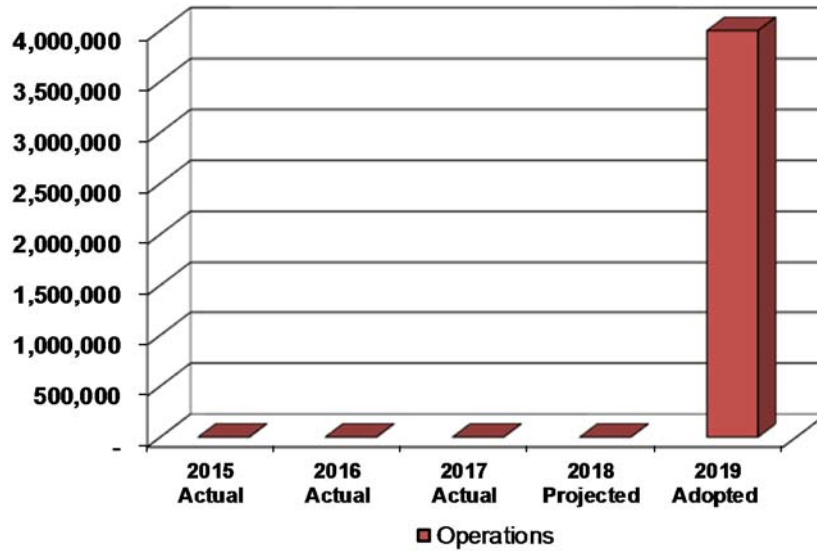
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Water

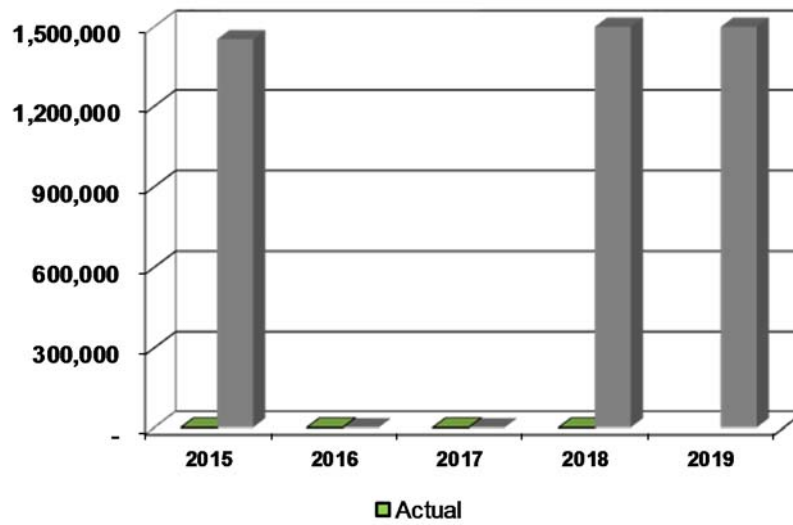
Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Operations</u>					
502002	Colebrook Reservoir Lease	204,200	204,300	204,222	204,300
502017	Postage	327,800	-	-	-
502032	Inventory adj	200	-	-	-
502197	Lock Box Fee	328,900	160,000	159,383	160,000
502198	State of CT	-	202,000	202,000	250,000
502201	Meter Services	7,800	10,000	7,000	10,000
502271	Dues - Professional Associations	139,700	131,300	131,000	131,000
502287	Outside Services	150,800	-	30,000	-
502292	Legal Services	450,900	900,000	910,400	900,000
502296	Consultant Services	237,300	547,700	227,395	534,600
502333	Accts Receivable Write Off	188,400	-	64,000	64,000
502335	Operation Fuel	-	-	30,000	50,000
503218	Riverfront Recapture	-	1,250,000	1,250,000	1,250,000
Total Expenditure Classification		2,036,000	3,405,300	3,215,400	3,553,900
<u>Funding Allocation</u>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		2,036,000	3,405,300	3,215,400	3,553,900
Total Funding Allocation		2,036,000	3,405,300	3,215,400	3,553,900

Contingencies

Expenditure Trends



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	-	-	-	-	-
Operations	-	-	-	-	4,000,000
Maintenance	-	-	-	-	-
Total	-	-	-	-	4,000,000



	2015	2016	2017	2018	2019
Actual	-	-	-	-	-
Budget	1,453,200	-	-	2,550,000	4,000,000

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 2019 is \$4,000,000.

Contingencies

8010010

Summary

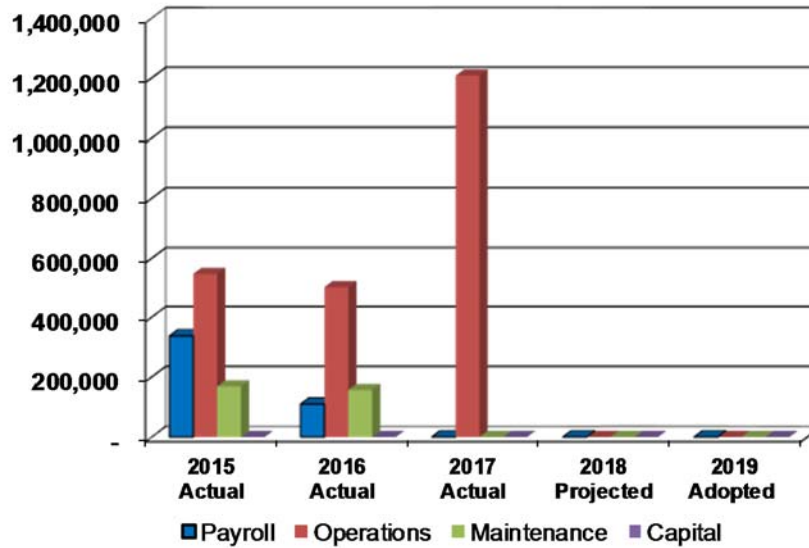
Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
509901	Contingencies	-	2,550,000	-	4,000,000
	<i><u>Funding Allocation--(Composite)</u></i>				
	Sewer Allocation 100%	-	2,550,000	-	4,000,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	2,550,000	-	4,000,000

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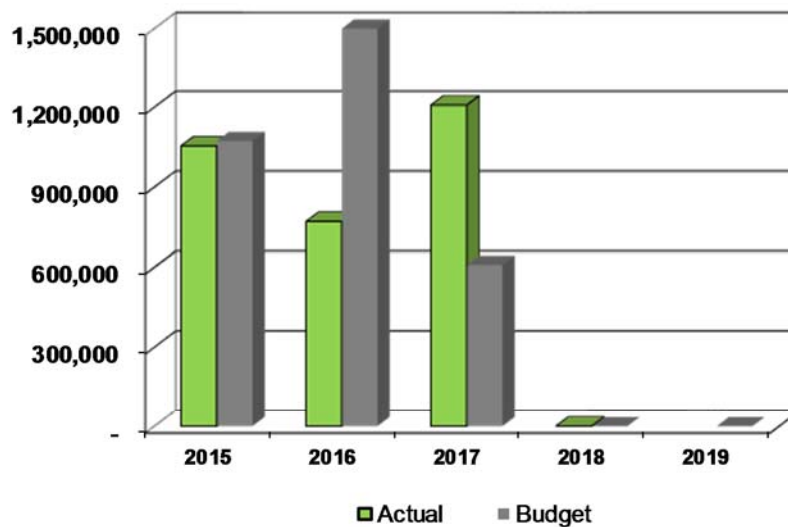
Riverfront Parks System

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Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	337,594	109,940	-	-	-
Operations	548,113	504,048	1,208,200	-	-
Maintenance	169,051	156,877	-	-	-
Capital	-	-	-	-	-
Total	1,054,758	770,865	1,208,200	-	-



	2015	2016	2017	2018	2019
Actual	1,054,758	770,865	1,208,200	-	-
Budget	1,072,900	7,050,900	609,000	-	-
Variance	(18,142)	(6,280,035)	599,200	-	-

Administration

Description

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

Budget Commentary

The following has been provided for informational purposes only.

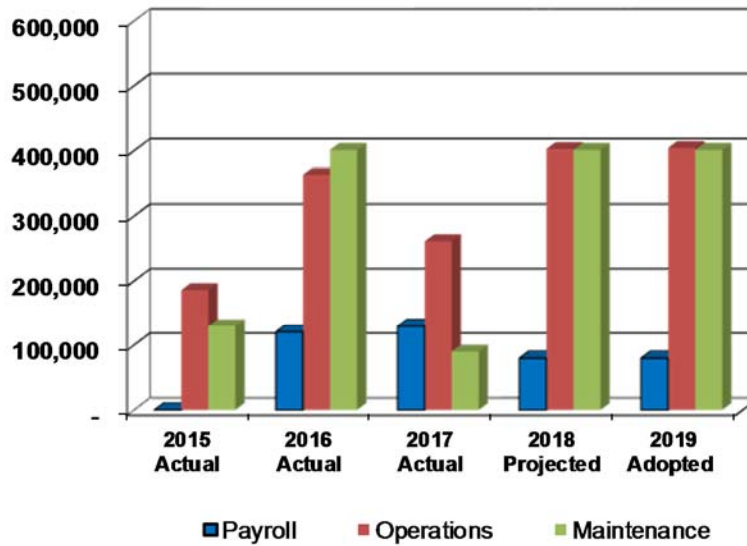
Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
502011	Meal Allowances	(300)	-	-	-
502060	Riverfront Rangers	612,500	-	-	-
502061	Materials from Stock	11,900	-	-	-
502188	Refuse Collection	-	-	-	-
502203	Grounds Care	-	-	-	-
502214	Gasoline	-	-	-	-
502216	Diesel Fuel	-	-	-	-
502287	Outside Services	2,600	-	-	-
502500	Blue Cross	-	-	-	-
502505	Pension Regular	-	-	-	-
502508	Social Security	-	-	-	-
	Total Operations	626,700	-	-	-
	<u>Maintenance</u>				
503218	Riverfront Facility Maintenance	581,500	-	-	-
	Total Maintenance	581,500	-	-	-
	Total Expenditure Classification	1,208,200	-	-	-
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,208,200	-	-	-
	Total Funding Allocation	1,208,200	-	-	-
	Authorized Positions				
	Bldgs & Ground Maintainer	-	-	-	-
	Total Authorized Positions	-	-	-	-

Hydroelectric

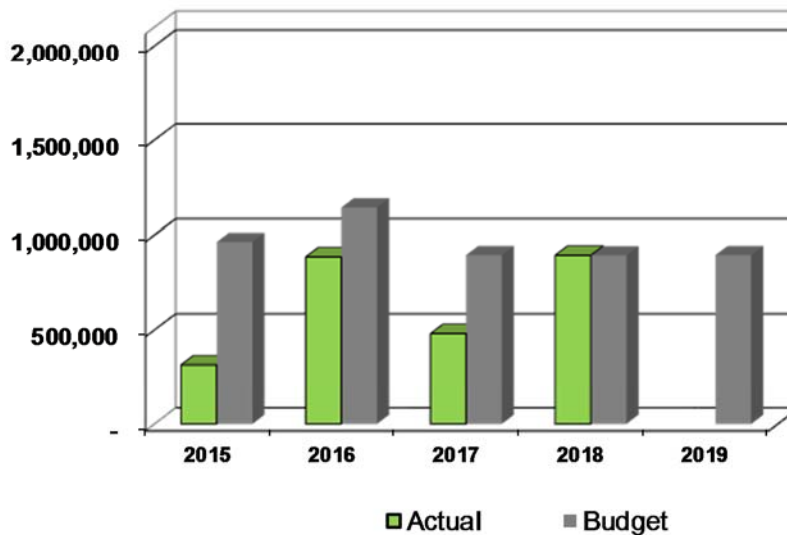
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Hydroelectric

Expenditure Trend



	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Adopted
Payroll	-	120,400	129,542	79,700	79,700
Operations	186,014	363,500	261,184	402,800	404,500
Maintenance	129,588	401,400	90,021	401,400	401,200
Contingency	-	-	-	10,000	10,000
Total	315,602	885,300	480,748	893,900	895,400



	2015	2016	2017	2018	2019
Actual	315,602	885,300	480,748	893,900	
Budget	963,900	1,143,700	895,300	893,900	895,400
Variance	(648,298)	(258,400)	(414,552)	-	

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 2019 Hydroelectric budget totals \$895,400 which is an increase of \$100 from the 2018 adopted level. Specific expenditures for each project appear on the pages that follow.

Hydroelectric

Summary

Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>Summary by Activity</u>				
Goodwin	226,759	332,000	332,000	332,100
Development	84,088	95,000	95,000	95,000
Colebrook	169,901	468,300	466,900	468,300
<i>Total Summary by Activity</i>	480,748	895,300	893,900	895,400
<u>Summary by Major Account</u>				
Payroll	129,542	79,700	79,700	79,700
Operations	261,184	404,200	402,800	404,500
Maintenance	90,021	401,400	401,400	401,200
Capital Outlay	-	-	-	-
Contingencies	-	10,000	10,000	10,000
<i>Total Summary by Major Account</i>	480,748	895,300	893,900	895,400

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 approximately 12,500,000 kilowatt-hours of electricity, enough power to serve 2,000 homes for one year.

Budget Commentary

The Goodwin Hydroelectric budget for 2019 is \$332,100 which is an increase of \$100 above the expenditure level adopted in support of 2018 hydroelectric power operations.

Operations: \$300

- Reflects an increase in the cost of operating the Goodwin facility.

Maintenance: (\$200)

- *Maintenance* is decreasing based upon anticipated activity levels in 2019.

Goodwin

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	64,771	51,600	51,600	51,600
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	64,771	51,600	51,600	51,600
	<u>Operations</u>				
502032	Inventory Adjustments	524	-	-	-
502050	Operator & Maint. Chrg-NE Utilities	9,628	10,400	10,400	10,700
502056	OPEB Trust Contribution	8,000	4,000	4,000	4,000
502061	Materials from Stock	916	100	1,500	100
502107	Office Supplies & Expenses	309	3,800	3,800	3,800
502111	Small Tools	1,372	2,600	2,600	2,600
502113	Fish	23,565	25,000	23,600	25,000
502207	Tool & Work Equipment	100	3,500	3,500	3,500
502215	Oil & Lubricants	1,724	2,500	2,500	2,500
502216	Diesel Fuel	-	1,700	1,700	1,700
502229	General Insurance	11,057	12,300	12,300	12,300
502255	Blueprints, Maps, & Charts	1,629	7,000	7,000	7,000
502263	Pollution Liability	557	600	600	600
502287	Outside Services	9,750	14,000	14,000	14,000
502296	Consultant Services	-	40,000	40,000	40,000
502350	Electricity	18,950	10,000	10,000	10,000
502500	Blue Cross	6,504	7,000	7,000	7,000
502505	Pension Regular	10,000	5,000	5,000	5,000
502508	Social Security	-	4,000	4,000	4,000
502605	Geophysical & Safety Inspection	2,444	1,000	1,000	1,000
502613	Stream Flow Study	30,000	30,000	30,000	30,000
	Total Operations	137,028	184,500	184,500	184,800
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	500	500	500
503213	Hydro Equipment	22,243	85,200	85,200	85,200
503301	Buildings	2,717	10,200	10,200	10,000
	Total Maintenance	24,960	95,900	95,900	95,700
	Total Expenditure Classification	226,759	332,000	332,000	332,100

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 2019 totals \$95,000 and remains unchanged from the 2018 adopted budget.

Development

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Operations</u>				
502051	Contribution to General Fund	-	-	-	-
502292	Legal Services	-	10,000	10,000	10,000
502298	Consultant - Hydro	84,088	75,000	75,000	75,000
	Total Operations	84,088	85,000	85,000	85,000
	<u>Contingencies</u>				
509901	Contingencies	-	10,000	10,000	10,000
		84,088	95,000	95,000	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 2019 is \$468,300 which is unchanged from the 2018 adopted level.

Operations: \$0

- Funding amounts for various accounts have changed from 2018 to reflect anticipated spend in the coming year.

Maintenance: \$0

- No budget changes in 2019.

Colebrook

Commitment Item	Expenditure Classification	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>Payroll</u>				
501101	Regular Pay	64,771	28,100	28,100	28,100
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	64,771	28,100	28,100	28,100
	<u>Operations</u>				
502043	FERC	5,494	10,000	10,000	10,100
502050	Operator & Maint. Chrg-NE Utilities	15,930	17,100	17,100	17,600
502056	OPEB Trust Contribution	-	4,000	4,000	4,000
502061	Materials from Stock	-	100	200	100
502107	Office Supplies & Expenses	585	1,200	1,200	600
502111	Small Tools	754	2,600	2,600	2,600
502207	Tool & Work Equipment	-	3,500	3,500	3,500
502215	Oil & Lubricants	1,724	2,500	1,000	2,500
502216	Diesel Fuel	-	1,700	1,700	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	789	12,000	12,000	12,000
502298	Consulting - Hydro	-	40,000	40,000	40,000
502350	Electricity	8,289	12,000	12,000	12,000
502500	Blue Cross	6,504	7,000	7,000	7,000
502505	Pension Regular	-	5,000	5,000	5,000
502508	Social Security	-	4,000	4,000	4,000
502605	Geophysical & Safety Inspection	-	1,000	1,000	1,000
	Total Operations	40,069	134,700	133,300	134,700
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	500	500	500
503213	Hydro Equipment	64,449	300,000	300,000	300,000
503301	Buildings	613	5,000	5,000	5,000
	Total Maintenance	65,062	305,500	305,500	305,500
	Total Expenditure Classification	169,901	468,300	466,900	468,300

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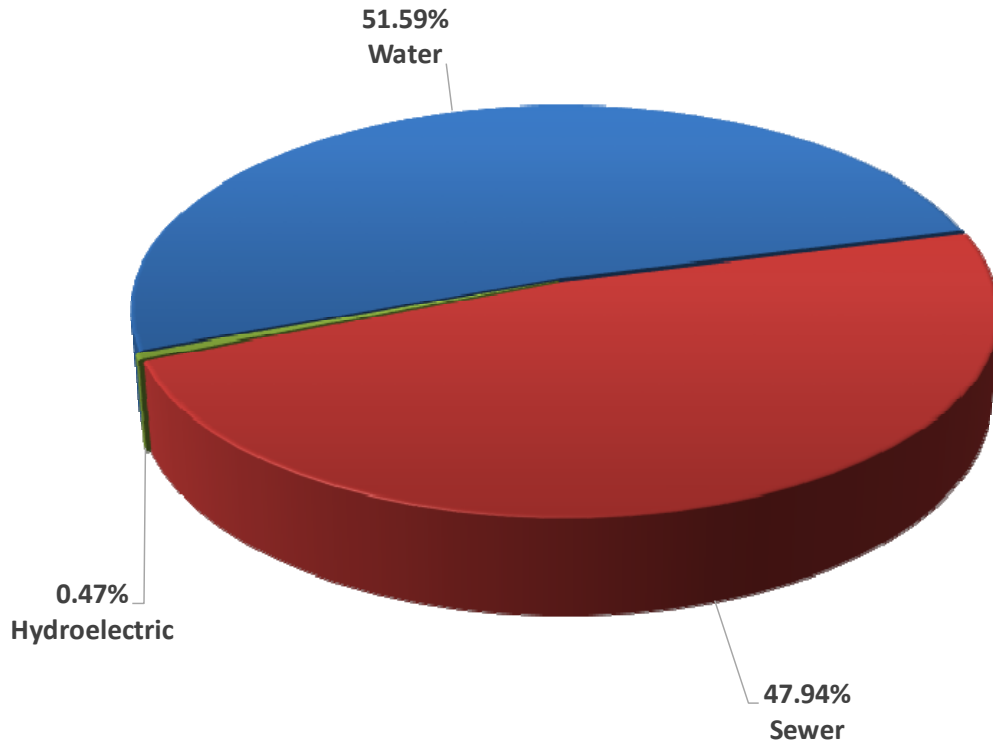
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Budget Revenues

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Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water	\$98,207,400	51.59%
Sewer	91,260,800	47.94%
Hydroelectric	895,400	0.47%
	<u>\$190,363,600</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 attributed to approximately 400,000 customers with 101,584 water 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 and Colebrook hydroelectric facilities.

Revenue Summary

Water Utility and Sewer Revenues

Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$78,140,400	\$80,187,300	\$82,190,500	\$89,124,600
Other Operating Revenues	3,991,200	4,261,100	3,727,000	6,820,200
Total Operating Revenues	82,131,600	84,448,400	85,917,500	95,944,800
Non-Operating Revenues	4,979,600	2,396,900	2,275,150	2,262,600
Contributions (to) from Working Funds	0	1,270,400	0	0
Total Other Revenues	4,979,600	3,667,300	2,275,150	2,262,600
Total Water Revenues	\$87,111,200	\$88,115,700	\$88,192,650	\$98,207,400
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$41,670,400	\$45,004,000	\$45,004,000	\$48,153,100
Revenue from Other Govt. Agencies	4,693,500	4,530,000	5,319,000	4,958,400
Other Sewer Revenues	15,507,480	14,168,900	16,299,300	17,108,400
Sewer User Charge Revenues	7,638,240	11,038,400	11,142,100	17,540,900
Total Operating Revenues	69,509,620	74,741,300	77,764,400	87,760,800
Contributions (to) from Other Funds	2,114,000	4,235,900	0	0
Designated from Surplus	0	0	0	3,500,000
Total Other Revenues	2,114,000	4,235,900	0	3,500,000
Total Sewer Revenues	\$71,623,620	\$78,977,200	\$77,764,400	\$91,260,800
Total Water and Sewer Revenues	\$158,734,820	\$167,092,900	\$165,957,050	\$189,468,200

Revenue Summary

Hydroelectric Revenues

Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>HYDROELECTRIC REVENUES</u>				
Power Sales	\$706,585	\$895,300	\$983,410	\$895,400
Total Hydroelectric Revenues	\$706,585	\$895,300	\$983,410	\$895,400

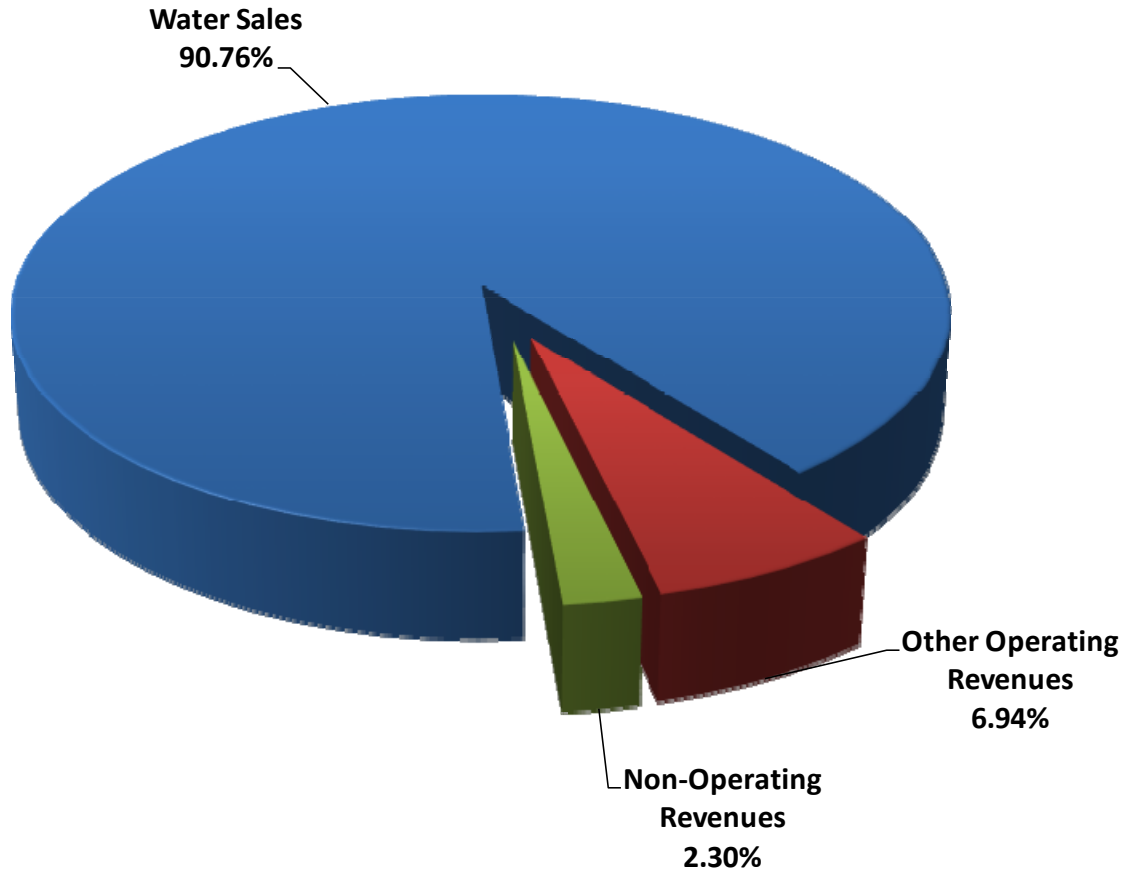
Water Utility Revenues

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

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Water Utility Revenues

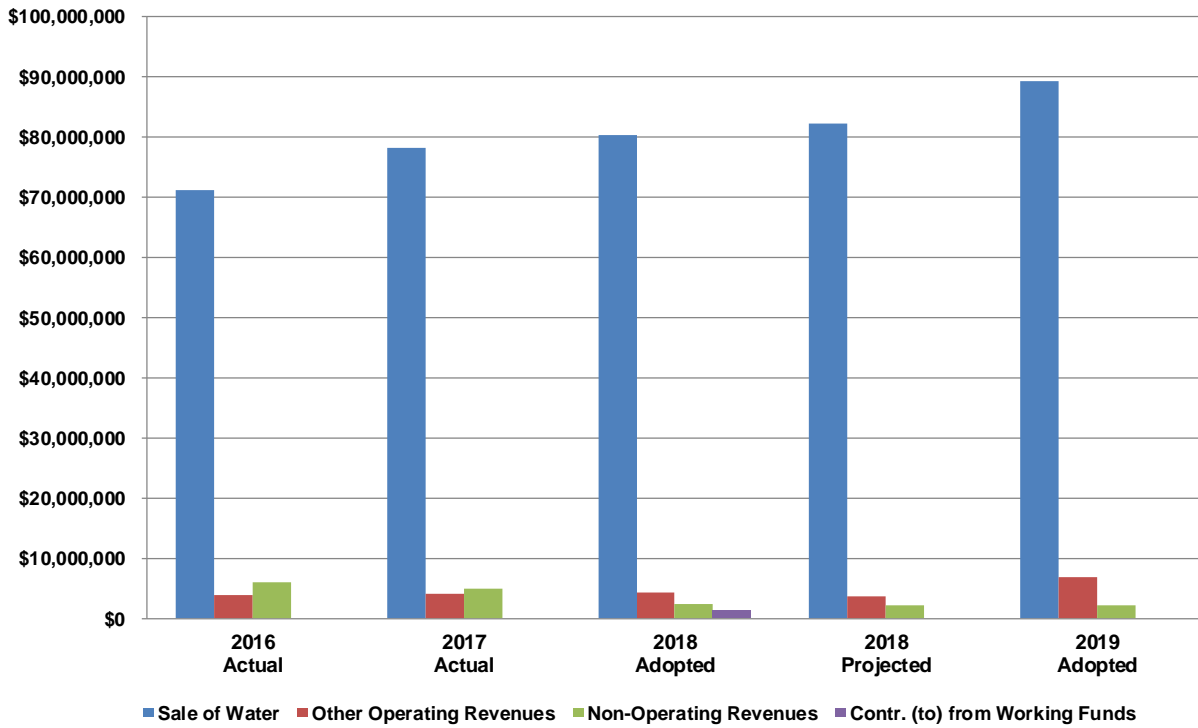
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$89,124,600	90.76%
Other Operating Revenues	6,820,200	6.94%
Non-Operating Revenues	2,262,600	2.30%
Total Revenues:	\$98,207,400	100.00%

Water Utility Revenues

Five-Year Revenue Trend



	2016 Actual	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Sale of Water	\$71,202,432	\$78,140,400	\$80,187,300	\$82,190,500	\$89,124,600
Other Operating Revenues	3,877,958	3,991,200	4,261,100	3,727,000	6,820,200
Non-Operating Revenues	6,053,135	4,979,600	2,396,900	2,275,150	2,262,600
Contr. (to) from Working Funds	0	0	1,270,400	0	0
	\$81,133,525	\$87,111,200	\$88,115,700	\$88,192,650	\$98,207,400

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 \$88,756,600, an overall increase of \$8,569,300 or 10.7% above the level adopted in support of 2018 operations. The anticipated revenue increase is directly related to the water rate increase. The water rate will increase to \$3.48 per CCF for 2019. Consumption is estimated at 18.4M CCF, unchanged from the 2018 assumption.

Other Operating Revenues are projected to be \$6,812,200, an increase of \$2,551,100 or 59.9% due to an increase in the monthly rate for *Fire Protection Services, Hydrant Maintenance* and the establishment of a new *Cross Connection Fee*; offset by a decrease in *Water Billing Penalties*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>SALE OF WATER</u>					
<u>SERVICE CHARGES</u>					
(1)	Domestic	21,224,400	19,390,700	19,875,500	21,691,200
(2)	Commercial	2,474,200	1,957,000	2,006,000	1,957,100
450090	Industrial	360,200	354,600	363,500	354,600
(3)	Public Authorities	882,500	707,200	724,900	707,200
(4)	Other Water Companies	44,900	1,600	0	14,500
	Total	24,986,200	22,411,100	22,969,900	24,724,600
<u>WATER USE CHARGE</u>					
(5)	Domestic	\$34,540,700	\$36,123,200	\$37,026,300	\$42,805,000
(6)	Commercial	11,570,200	9,310,100	9,542,800	10,710,000
450085	Industrial	2,079,800	1,101,800	1,129,300	1,445,500
(7)	Public Authorities	3,009,800	9,603,000	9,843,100	7,630,000
(8)	Other Water Companies	1,953,700	1,638,100	1,679,100	1,809,500
	Total	53,154,200	57,776,200	59,220,600	64,400,000
<u>OTHER OPERATING REVENUES</u>					
(9)	Hydrant Maintenance	\$1,153,900	\$1,167,000	\$1,162,000	\$1,406,500
450200	Fire Protection Services	2,011,600	2,165,000	2,165,000	3,947,000
450210	Water Billing Penalties	825,700	929,100	400,000	566,700
420007	Other Water Revenues	0	0	0	900,000
	Total	3,991,200	4,261,100	3,727,000	6,820,200
Total Operating Revenues		\$82,131,600	\$84,448,400	\$85,917,500	\$95,944,800

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.
- *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 2019 are \$2,262,600 a decrease of \$134,300 from the level adopted for 2018, primarily a result of decreases in *Long-Term Bill Jobs*, *Forestry Operations* and *Nor Other Misc. Revenue*, offset by an increase in *DPH Assessment Fee*.

Water Utility Revenues

Other Non-Operating Revenues

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>NON-OPERATING REVENUES</u>					
440005	Interest Income	\$201,900	\$193,700	\$200,000	\$200,000
450235	Main Pipe Assessments	71,100	80,000	80,000	80,000
	Total	273,000	273,700	280,000	280,000
410025	Special Sewer Service Charge	(2,400)	0	0	0
430023	Refund/Reimbursements	22,800	0	0	0
430035	State and Federal Grants	500	0	0	0
450015	HQ Rental Fees	4,200	5,000	350	0
450020	Bill Job P/R & Materials	41,100	75,000	75,000	75,000
450025	Developers P/R Mat Equip	591,200	300,000	300,000	300,000
450030	Bill Job & Dev P/R Additives	17,300	30,000	30,000	30,000
450052	Bad Check Fees	32,300	35,000	35,000	35,000
450215	Property Rents	143,500	151,200	151,200	151,200
450220	Sale of Material/Equipment	169,500	120,000	12,000	120,000
450240	Indirect Costs	11,400	20,000	15,000	15,000
450245	Short-Term Bill Jobs	73,600	75,000	90,000	90,000
450250	Long-Term Bill Jobs	118,300	350,000	150,000	100,000
450260	Recreation Income	61,100	75,000	75,000	75,000
450280	Forestry Operations	286,700	260,000	425,000	200,400
450285	Nor Other Misc	134,400	200,000	125,000	125,000
450286	DPH Assessment Fee	0	0	140,000	250,000
450288	Collection/Liens	325,900	400,000	350,000	400,000
450295	Misc Nonrecurring Revenue	100	0	0	0
450305	Outlet Charges	0	10,000	0	0
450325	Nor Misc Non Oper Revenue	400	0	0	0
450326	Gain on Inventory Revaluation (2020)	(3,100)	0	0	0
450345	Vendor Discount Revenue	1,000	1,000	1,000	1,000
450403	Contributed Capital - Mains	2,662,000	0	0	0
450410	CAC - Hydrant	10,100	15,000	15,000	10,000
450430	CAC - High Pressure	4,700	1,000	5,600	5,000
	Total Non-Operating Revenues	\$4,979,600	\$2,396,900	\$2,275,150	\$2,262,600

Water Utility Revenues

Other Non-Operating Revenues

Source Description

Other Non-Operating Revenues

Contributions (to) from Other Funds: 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.

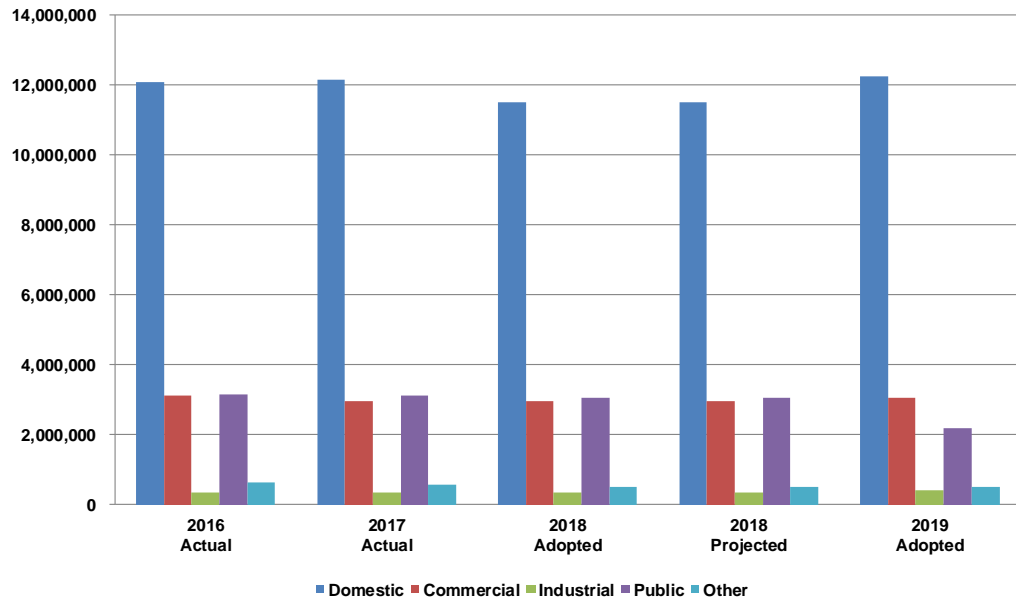
Budget Commentary

Other Non-Operating Revenues decreased in 2019 as no *Contributions (to) from Other Funds* are anticipated for the year.

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	Contributions (to) from Other Funds				
600001	Debt Service Fund	0	1,270,400	0	0
	Total	0	1,270,400	0	0

Water Utility Revenues

Water Consumption by Customer Class (CCF)*



	2016 Actual	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Domestic	12,086,600	12,126,300	11,504,200	11,504,200	12,230,000
Commercial	3,121,000	2,963,500	2,965,000	2,965,000	3,060,000
Industrial	363,600	339,800	350,900	350,900	413,000
Public	3,165,700	3,130,700	3,058,300	3,058,300	2,180,000
Other	630,400	572,500	521,700	521,700	517,000
Total	19,367,300	19,132,800	18,400,100	18,400,100	18,400,000

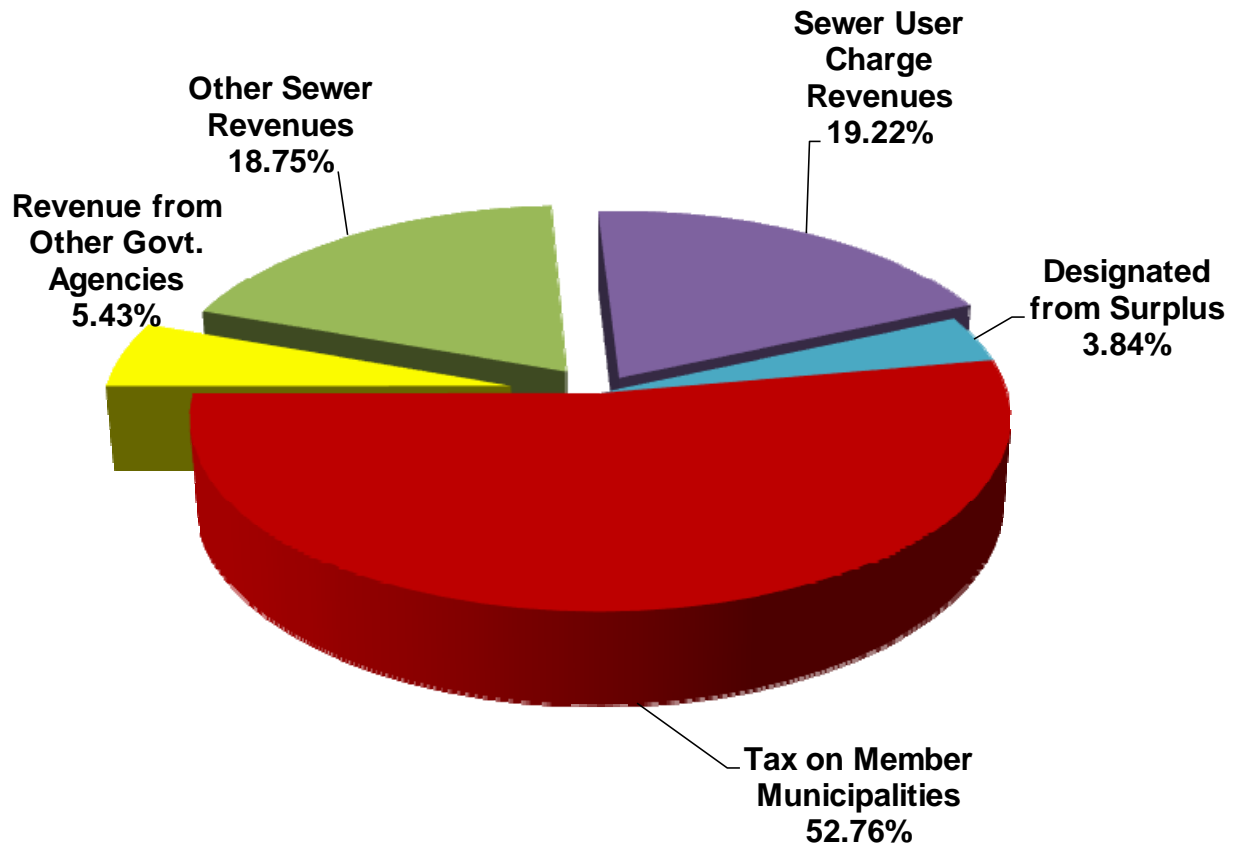
Sewer Revenues

Taxation
Other Government Agencies
Other Sewer Revenues
Sewer User Charge Revenues
Contributions (to) from Other Funds
Designated from Surplus

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Sewer Revenues

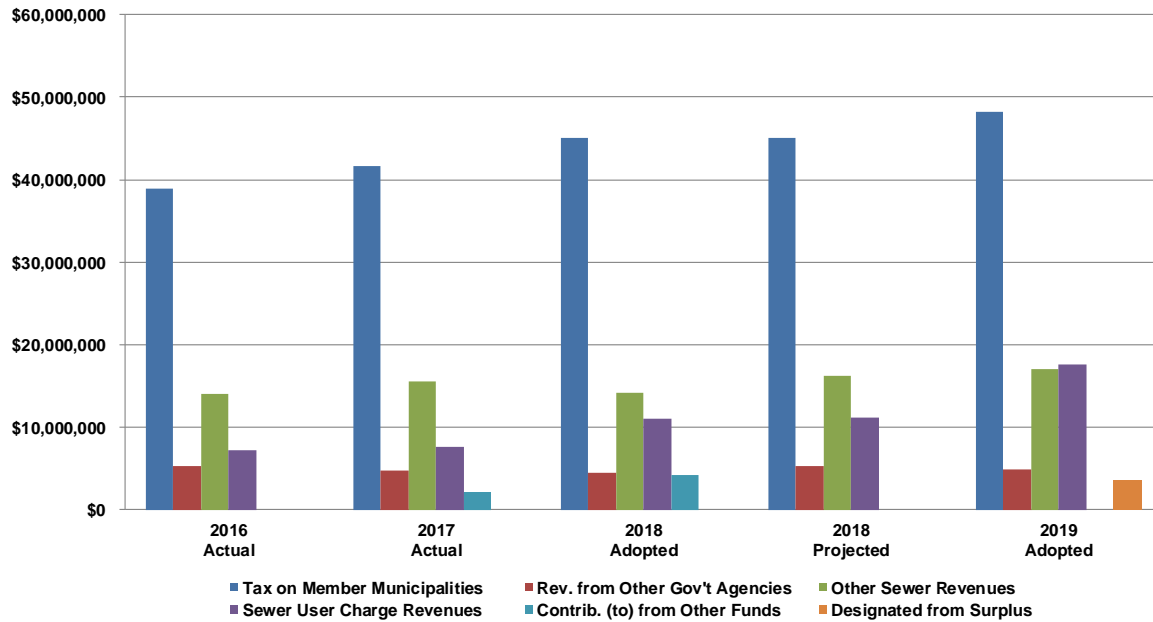
Five-Year Revenue Trend



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$48,153,100	52.76%
Revenue from Other Govt. Agencies	4,958,400	5.43%
Other Sewer Revenues	17,108,400	18.75%
Sewer User Charge Revenues	17,540,900	19.22%
Designated from Surplus	3,500,000	3.84%
Total Revenues:	\$91,260,800	100.00%

Sewer Revenues

Five-Year Revenue Trend



	2016 Actual	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Tax on Member Municipalities	\$38,944,300	\$41,670,400	\$45,004,000	\$45,004,000	\$48,153,100
Rev. from Other Gov't Agencies	5,335,422	4,693,500	4,530,000	5,319,000	4,958,400
Other Sewer Revenues	14,055,491	15,507,480	14,168,900	16,299,300	17,108,400
Sewer User Charge Revenues	7,274,780	7,638,240	11,038,400	11,142,100	17,540,900
Contrib. (to) from Other Funds	0	2,114,000	4,235,900	0	0
Designated from Surplus	0	0	0	0	3,500,000
Total	\$65,609,993	\$71,623,620	\$78,977,200	\$77,764,400	\$91,260,800

Sewer Revenues

Other Government Agencies

Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>OPERATING REVENUES</u>				
Member Municipalities	\$41,670,400	\$45,004,000	\$45,004,000	\$48,153,100

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 2019 will be equivalent to 50% of the total 2018 tax levy. This amount (when paid) will be subtracted from the total 2019 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

The adopted Tax on Member Municipalities totals \$48,153,100, which is \$3,149,100 or 7.0% higher than the tax levy adopted for 2018.

Sewer Revenues

Other Government Agencies

Tax History by Town	2015	2016	2017	2018	2019
Hartford	\$10,298,600	\$10,174,900	\$10,963,200	\$11,550,400	\$12,372,000
East Hartford	\$4,490,100	\$4,762,000	\$5,059,400	\$5,486,600	\$5,775,200
Newington	\$3,287,300	\$3,508,400	\$3,752,900	\$4,120,900	\$4,318,900
Wethersfield	\$3,022,000	\$3,207,700	\$3,408,200	\$3,707,800	\$3,979,400
Windsor	\$3,222,600	\$3,404,700	\$3,656,900	\$4,001,500	\$4,274,900
Bloomfield	\$2,752,400	\$2,936,000	\$3,067,100	\$3,256,200	\$3,488,600
Rocky Hill	\$2,153,700	\$2,239,700	\$2,475,800	\$2,712,500	\$2,909,600
West Hartford	\$8,219,700	\$8,710,900	\$9,286,900	\$10,168,100	\$11,034,500
Total	\$37,446,400	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100

Tax Percentage	2015	2016	2017	2018	2019
Hartford	27.50%	26.13%	26.31%	25.67%	25.69%
East Hartford	11.99%	12.23%	12.14%	12.19%	11.99%
Newington	8.78%	9.01%	9.01%	9.16%	8.97%
Wethersfield	8.07%	8.24%	8.18%	8.24%	8.26%
Windsor	8.61%	8.74%	8.78%	8.89%	8.88%
Bloomfield	7.35%	7.54%	7.36%	7.24%	7.24%
Rocky Hill	5.75%	5.75%	5.94%	6.03%	6.04%
West Hartford	21.95%	22.36%	22.28%	22.58%	22.93%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/16/2019	4/17/2019	7/17/2019	10/16/2019	Total
Hartford	\$2,887,600	\$2,887,600	\$3,298,400	\$3,298,400	\$12,372,000
East Hartford	1,371,650	1,371,650	1,515,950	1,515,950	5,775,200
Newington	1,030,225	1,030,225	1,129,225	1,129,225	4,318,900
Wethersfield	926,950	926,950	1,062,750	1,062,750	3,979,400
Windsor	1,000,375	1,000,375	1,137,075	1,137,075	4,274,900
Bloomfield	814,050	814,050	930,250	930,250	3,488,600
Rocky Hill	678,125	678,125	776,675	776,675	2,909,600
West Hartford	2,542,025	2,542,025	2,975,225	2,975,225	11,034,500
Total	\$11,251,000	\$11,251,000	\$12,825,550	\$12,825,550	\$48,153,100

Sewer Revenues

Other Government Agencies

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>OTHER GOVERNMENT AGENCIES</u>					
450000	Sludge Handling Services	\$4,671,400	\$4,500,000	\$5,289,000	\$4,928,400
450010	Household Hazardous Waste Disposal	22,100	30,000	30,000	30,000
	Total	4,693,500	4,530,000	5,319,000	4,958,400

Source Description

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

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

Budget Commentary

Revenue from Other Government Agencies for 2019 is projected to be \$4,958,400, which is increasing \$428,400 over the level adopted for 2018 due to higher than expected sludge receipts.

Sewer Revenues

Other Sewer Revenues

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>OTHER SEWER REVENUES</u>					
430023	Refund/Reimbursements	21,700	0	68,000	0
450005	Septage Fees	1,329,500	750,000	1,200,000	1,200,000
450007	FOG Charges	120,600	125,000	125,000	125,000
450008	Groundwater Remediation	2,690,100	2,550,000	4,200,000	5,900,000
450015	Headquarters Rental Fees	6,400	5,000	5,000	0
450020	Bill Jobs Revenue, Payroll, Mat., Equip.	0	5,000	5,000	5,000
450025	Developers Rev., Payroll, Mat., Equip.	1,066,600	575,000	400,000	575,000
450030	Payroll Act. for Developers and Bill Job	0	5,000	0	0
450215	Property Rents	114,900	153,800	145,000	153,800
450220	Sale of Material/Equipment	136,800	88,000	160,000	88,000
450240	Indirect Costs	0	5,000	0	5,000
450242	PM Unit	9,291,000	9,291,000	9,291,000	8,291,000
450245	Short Term Bill Jobs	0	5,000	0	5,000
450250	Long Term Bill Jobs	0	10,000	0	10,000
450285	Other Miscellaneous	196,500	150,000	100,000	150,000
450288	Collection/Liens	80	1,000	0	100
450345	Vendor Discount Rev	400	100	300	500
	Total	14,974,580	13,718,900	15,699,300	16,508,400
<u>INVESTMENT INCOME</u>					
Interest	General Fund Investment Income	532,900	450,000	600,000	600,000
	Total	532,900	450,000	600,000	600,000

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 this fee was eliminated during fiscal year 2018.
- *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.

Sewer Revenues

Other Sewer Revenues

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

Budget Commentary

Total *Other Sewer Revenues* for 2019 are projected to be \$16,508,400 which is an increase of \$2,789,500 or 20.3% from the level adopted for 2018.

The increase is primarily the result of *Groundwater Remediation* and *Septage Fees*, offset by a decrease in *PM Unit allotments*.

Sewer Revenues

Sewer User Charge

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
<u>OTHER USER REVENUE</u>					
(1)	High Flow Users (Net of Reserves)	\$718,000	\$1,859,200	\$1,859,200	\$2,559,900
410030	Customer Service Charge	(1,450)	3,320,800	3,320,800	6,641,600
420000	Non-Municipal Tax Exempt Properties	4,571,800	4,030,900	4,030,900	5,549,900
420010	High Strength	695,300	718,300	718,300	988,000
420020	Town of Manchester	208,400	132,800	132,800	182,800
420025	Town of East Granby	0	0	(598,600)	0
420030	Town of South Windsor	0	17,500	21,000	24,100
420035	Town of Farmington	83,500	94,000	80,000	129,500
420040	Bradley/Hamilton Standard/East Granby	1,081,900	629,200	867,000	1,057,200
420045	Landfill Discharge Fees	0	120,000	0	0
420047	Town of Cromwell	4,490	5,700	5,700	7,900
450210	Forfeited Discounts	276,300	110,000	705,000	400,000
	Total	7,638,240	11,038,400	11,142,100	17,540,900

(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 \$17,540,900 which is an increase of \$6,502,500 or 58.9% above the revenue level adopted for 2018.

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

Sewer Revenues

Other Financing Sources

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	Contributions (to) from Other Funds				
600001	Debt Service Fund	\$2,114,000	\$2,451,500	\$0	\$0
600004	Assessable Fund	0	1,784,400	0	0
	Total	2,114,000	4,235,900	0	0

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

Surpluses are not anticipated in either the *Debt Service Fund* or the *Assessable Fund* for the 2019 fiscal year.

Sewer Revenues

Designated From Surplus

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
	<u>DESIGNATED FROM SURPLUS</u>	\$0	\$0	\$0	\$3,500,000

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 a surplus of \$3,500,000 will be available to support the 2019 budget expenditures.

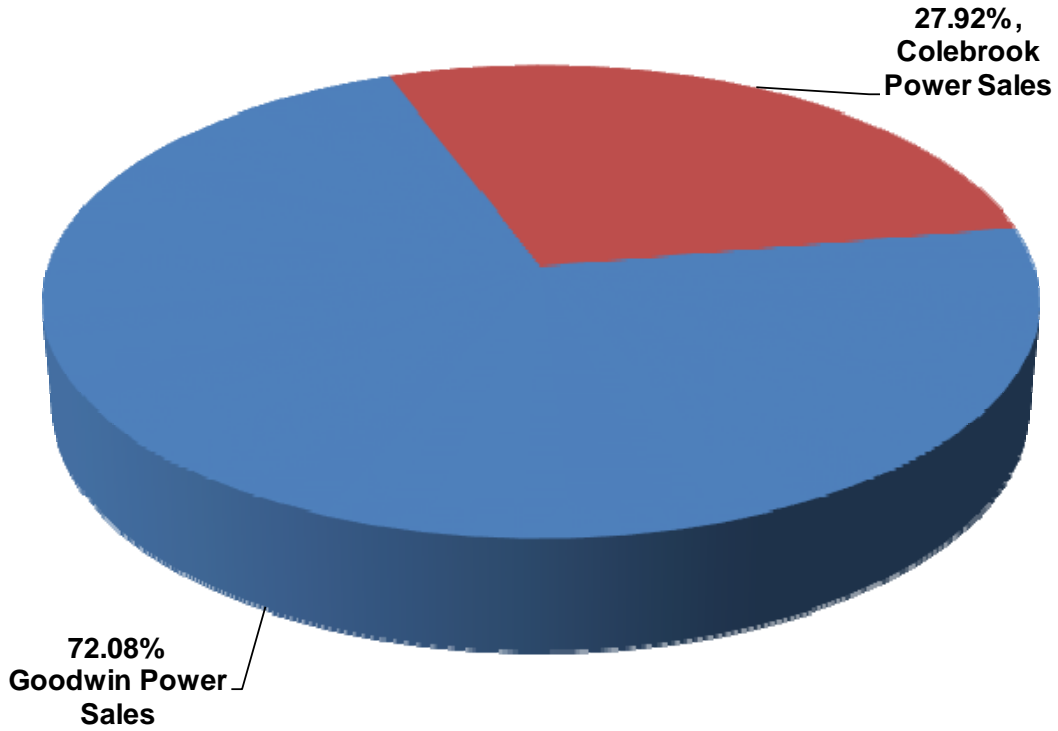
Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales
Other Hydroelectric Revenues

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Hydroelectric Revenues

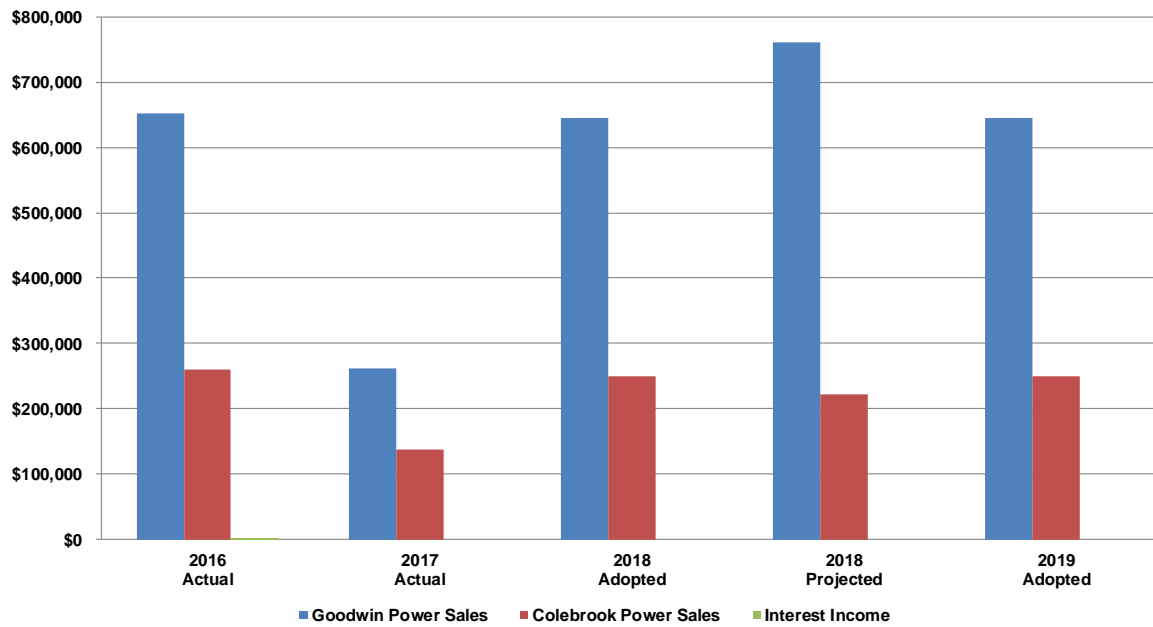
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Goodwin Power Sales	\$645,400	72.08%
Colebrook Power Sales	250,000	27.92%
Total Revenues:	\$895,400	100.00%

Hydroelectric Revenues

Five-Year Revenue Trend



	2016 Actual	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Goodwin Power Sales	\$652,278	\$261,272	\$645,300	\$761,000	\$645,400
Colebrook Power Sales	259,884	136,560	250,000	222,410	250,000
Interest Income	105	0	0	0	0
Other Misc. Nonrecurring Revenue	9,878	0	0	0	0
Total	\$922,145	\$397,832	\$895,300	\$983,410	\$895,400

Hydroelectric Revenues

Summary

Commitment Item	Description	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
HYDROELECTRIC REVENUES					
Power Sales					
450320	Goodwin Power Sales	\$509,073	\$645,300	\$761,000	\$645,400
450321	Colebrook Power Sales	197,512	250,000	222,410	250,000
	Total	<u>\$706,585</u>	<u>\$895,300</u>	<u>\$983,410</u>	<u>\$895,400</u>

Source Profile

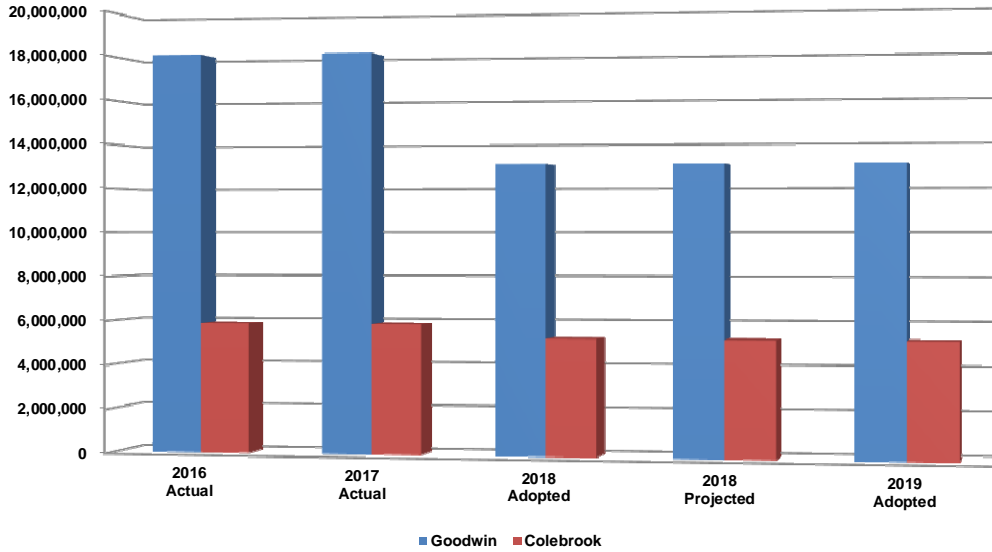
Revenue in support of hydroelectric expenditures is derived from: the sale of power produced at the District's Goodwin and Colebrook Hydroelectric power facilities; interest earned from the investment of available cash; and surplus funds (if available) designated to support the expenditure budget.

Budget Highlights

The 2019 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 \$895,400 increases by \$100 from the level adopted for 2018.

Hydroelectric Revenues

Power Generation by Kilowatt Hours



	2016 Actual	2017 Actual	2018 Adopted	2018 Projected	2019 Adopted
Goodwin	18,066,400	18,066,400	13,027,000	13,027,000	13,027,000
Colebrook	5,846,120	5,846,120	5,243,000	5,243,000	5,243,000
Total	23,912,520	23,912,520	18,270,000	18,270,000	18,270,000

Kilowatt Hours by Facility

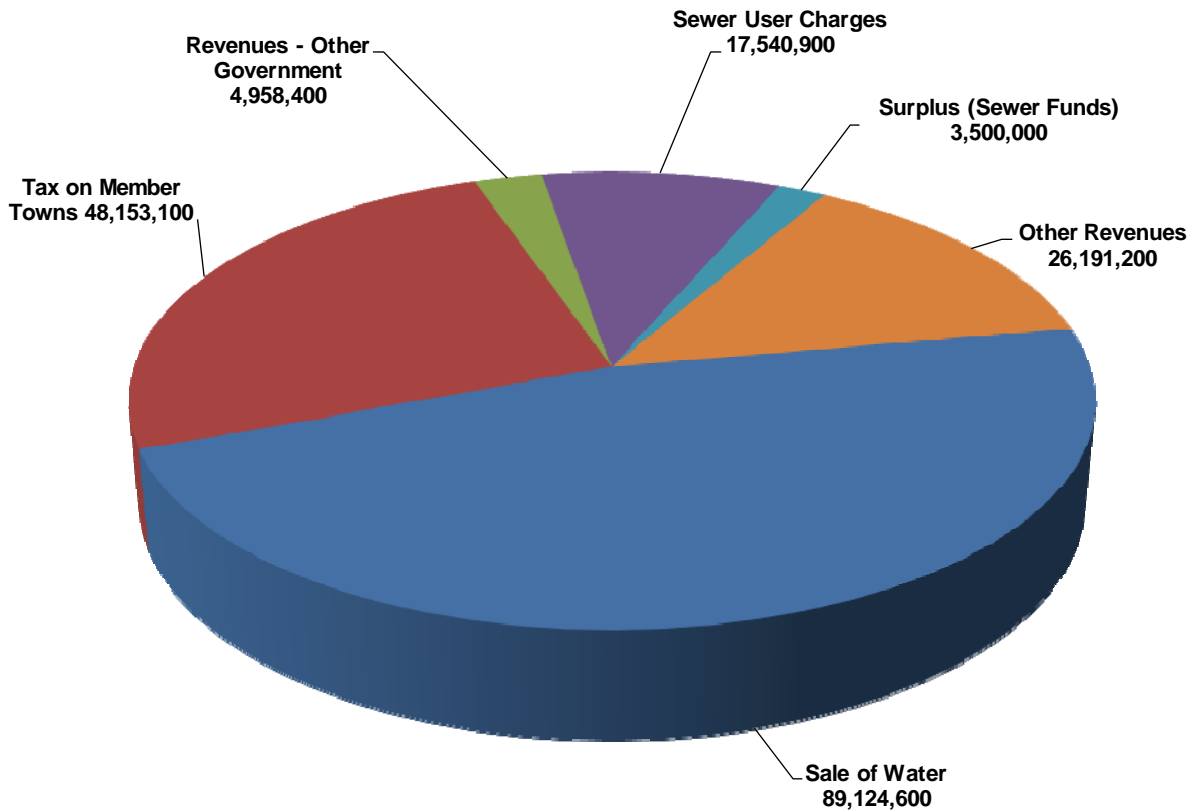
Power production estimates for the coming year are based on historical averages. Changes in seasonal weather conditions have a significant effect on water supplies used for power generation.

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Exhibits

Water and Sewer Revenues and Other Financing Sources



Sale of Water

Domestic	22.59%
Commercial	5.65%
Industrial	0.76%
Public Authorities/Other	5.97%
Customer Service Charge	12.06%
Surcharge Non-Member Towns	0.99%
Special Surcharge Non-Member Towns	0.31%
Total Sale of Water	48.34%

Town Tax

Hartford	6.53%
East Hartford	3.05%
Newington	2.28%
Wethersfield	2.10%
Windsor	2.26%
Bloomfield	1.84%
Rocky Hill	1.54%
West Hartford	5.82%
Total	25.42%

Exhibits

Tax Computation Schedule

2019 Tax Computation Schedule
Average Annual Receipts from Taxation on Member Towns
for the Three Year Period Ending Previous to July 1, 2018

Municipality	Year	Amount	Average	% of Total	2019 Tax	2018 Tax	Change	% Change
Hartford	2016	266,870,000						
	2017	260,363,000						
	2018	280,550,498						
	Total	807,783,498	269,261,166	25.693030%	12,372,000	11,550,400	821,600	7.11%
East Hartford	2016	124,808,000						
	2017	124,038,000						
	2018	128,222,863						
	Total	377,068,863	125,689,621	11.993364%	5,775,200	5,486,600	288,600	5.26%
Newington	2016	92,240,000						
	2017	93,725,000						
	2018	96,024,601						
	Total	281,989,601	93,996,534	8.969195%	4,318,900	4,120,900	198,000	4.80%
Wethersfield	2016	84,391,703						
	2017	85,386,478						
	2018	90,042,968						
	Total	259,821,149	86,607,050	8.264086%	3,979,400	3,707,800	271,600	7.33%
Windsor	2016	89,012,808						
	2017	93,636,439						
	2018	96,464,886						
	Total	279,114,133	93,038,044	8.877735%	4,274,900	4,001,500	273,400	6.83%
Bloomfield	2016	73,563,398						
	2017	74,698,743						
	2018	79,511,602						
	Total	227,773,743	75,924,581	7.244760%	3,488,600	3,256,200	232,400	7.14%
Rocky Hill	2016	60,302,000						
	2017	63,825,000						
	2018	65,845,128						
	Total	189,972,128	63,324,043	6.042411%	2,909,600	2,712,500	197,100	7.27%
West Hartford	2016	229,630,000						
	2017	236,916,000						
	2018	253,909,965						
	Total	720,455,965	240,151,988	22.915419%	11,034,500	10,168,100	866,400	8.52%
Total Taxation: Member Towns:			1,047,993,027	100.00%	48,153,100	45,004,000	3,149,100	7.00%

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
2019	\$3.50	\$1.50

Exhibits

HISTORICAL WATER SURCHARGES

	<u>2015</u> Monthly	<u>2016</u> Monthly	<u>2017</u> Monthly	<u>2018</u> Monthly	<u>2019</u> Monthly
<u>Customer Service Charge (SEC. W1b)</u>					
Size of Meter					
5/8"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98
3/4"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98
1"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98
1 1/2"	\$20.50	\$20.50	\$48.60	\$48.60	\$48.60
2"	\$32.98	\$32.98	\$77.80	\$77.80	\$77.80
3"	\$125.21	\$125.21	\$145.89	\$145.89	\$145.89
4"	\$159.20	\$159.20	\$243.55	\$243.55	\$243.55
6"	\$511.79	\$511.79	\$486.07	\$486.07	\$486.07
8"	\$601.85	\$601.85	\$771.16	\$771.16	\$771.16
10"	\$619.05	\$619.05	\$1,777.77	\$1,777.77	\$1,777.77
12"	\$1,083.33	\$1,083.33	\$1,896.38	\$1,896.38	\$1,896.38

Surcharge Outside the Metropolitan District (SEC. W1c)

Size of Meter					
5/8"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98
3/4"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98
1"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98
1 1/2"	\$20.50	\$20.50	\$48.60	\$48.60	\$48.60
2"	\$32.98	\$32.98	\$77.80	\$77.80	\$77.80
3"	\$125.21	\$125.21	\$145.89	\$145.89	\$145.89
4"	\$159.20	\$159.20	\$243.55	\$243.55	\$243.55
6"	\$511.79	\$511.79	\$486.07	\$486.07	\$486.07
8"	\$601.85	\$601.85	\$771.16	\$771.16	\$771.16
10"	\$619.05	\$619.05	\$1,777.77	\$1,777.77	\$1,777.77
12"	\$1,083.33	\$1,083.33	\$1,896.38	\$1,896.38	\$1,896.38

Charges for Private Fire Protection Service (SEC. W6f)

Size of Meter					
2"	\$14.38	\$14.38	\$15.75	\$17.91	\$19.85
3"	\$18.72	\$18.72	\$20.49	\$23.30	\$25.82
4"	\$28.10	\$28.10	\$30.76	\$34.98	\$38.77
6"	\$47.12	\$47.12	\$51.59	\$58.67	\$65.02
8"	\$70.85	\$70.85	\$77.57	\$88.21	\$240.00
10"	\$118.65	\$118.65	\$129.91	\$147.73	\$375.00
12"	\$166.87	\$166.87	\$182.70	\$207.76	\$540.00

Exhibits

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

Water Assessment Rates and Other Related Charges:

	<u>2017</u>	<u>2018</u>	<u>2019</u>
Main Pipe Assessment (per ft)	\$95.00	\$77.00	\$95.00
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	\$670.00
1" Service Tap with 3/4" Meter	\$575.00	\$575.00	\$675.00
1-1/2" Service Tap with 1" Meter	\$695.00	\$695.00	\$800.00
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	\$650.00
4" Fire Service Tap	\$460.00	\$460.00	\$550.00
6" Fire Service Tap	\$460.00	\$460.00	\$550.00
8" Fire Service Tap	\$460.00	\$460.00	\$550.00
Hydrants			
Installed after the main	\$9,800.00	\$9,800.00	\$10,800.00
Hydrant Maintenance	\$100.00	\$100.00	\$125.00
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	\$400.00

Exhibits

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

	<u>2017</u>	<u>2018</u>	<u>2019</u>
Special Meter Charges and Deposits:			
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	-	-	\$90.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00	\$50.00	\$100.00
Frozen, Lost or Damaged Meters			
5/8" meter	\$200.00	\$200.00	\$225.00
3/4" meter	\$240.00	\$240.00	\$260.00
1" meter	\$275.00	\$275.00	\$300.00
1-1/2" Meter	\$920.00	\$920.00	\$1,000.00
2" Meter	\$1,155.00	\$1,155.00	\$1,300.00
3" Meter	\$1,355.00	\$1,355.00	\$1,425.00
4" Meter	\$1,615.00	\$1,615.00	\$1,700.00
6" Meter	\$2,560.00	\$2,560.00	\$2,700.00
8" Meter	\$4,000.00	\$4,000.00	\$4,100.00
Radio transmitter unit	\$155.00	\$155.00	\$200.00
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>2017</u>	<u>2018</u>	<u>2019</u>
Special Meter Charges and Deposits:(Cont'd)			
Spacer Charges			
5/8" , 3/4"	\$145.00	\$145.00	\$160.00
1"	\$150.00	\$150.00	\$165.00
1-1/2"	\$200.00	\$200.00	\$225.00
2" & larger	\$220.00	\$220.00	\$250.00
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	\$90.00
Delinquent Account Review and Lien Fees-Condo Association	\$26.00	\$26.00	\$26.00
Checks Returned for Insufficient Funds	\$50.00	\$50.00	\$60.00
Shut-Off/Turn-on for Non-Payment	\$100.00	\$100.00	\$125.00
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	\$110.00
Install Permanent Meter (No Service Tap)	-	-	-
5/8" - 1" Meter	\$95.00	\$95.00	\$110.00
2" Meter & Larger	\$240.00	\$240.00	\$275.00
Backflow Prevention Device Testing	\$90.00	\$90.00	\$200.00
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	\$110.00
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	\$1,800.00	\$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)
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
2019	\$ 48,153,100	\$4.64	\$0.55	\$0.55	\$0.45	\$4.10

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>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>CAGR</u>	<u>2018-2019</u> <u>Change</u>
Ad Valorem	\$37,446,400	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100	6.5%	7.0%
Sewer Debt Service	\$19,728,000	\$20,865,100	\$22,668,800	\$28,519,400	\$34,069,500	14.6%	19.5%
Total Sewer Budget	\$62,399,200	\$68,314,200	\$68,825,100	\$78,977,200	\$91,260,800	10.0%	15.6%
Sewer User Charge	\$ 2.75	\$ 2.86	\$ 3.06	\$ 3.37	\$4.64	14.0%	37.7%
Base Water Rate	\$ 2.53	\$ 2.66	\$ 2.77	\$ 3.14	\$3.50	8.5%	11.5%
Water Debt Service	\$17,321,500	\$22,708,200	\$26,029,500	\$28,221,900	\$31,753,300	16.4%	12.5%
Total Water Budget	\$81,054,200	\$80,973,200	\$83,543,200	\$88,115,700	\$98,207,400	4.9%	11.5%
Headcount	559	548	512	489	485	-3.5%	-0.8%

CAGR: $\left(\frac{\text{End Value}}{\text{Start Value}}\right)^{\frac{1}{(\text{Periods} - 1)}} - 1$

Exhibits

HISTORICAL HEADCOUNT

<u>Budget</u>	<u>2018</u>	<u>2019</u>	<u>Change</u>
Operating	411	415	4
Capital Improvement	78	70	-8
Clean Water Project	0	0	0
Total	489	485	-4

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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.

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CAPITAL IMPROVEMENT PROGRAM

**SECTION
G**

2019 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.

Oakwood Avenue Area Sewer Replacement – Phase I	\$7,000,000
Various Sewer Pipe Replacement/Rehabilitation – District wide	\$5,000,000
WPCF Infrastructure Rehabilitation, Upgrades & Replacements	\$4,200,000

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.

Water Main Replacement Program, Various Locations	\$8,000,000
Bloomfield Transmission Main Extension – Phase II	\$6,000,000

2019 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 2019. 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.

2019 Capital Improvement Program

Summary

Wastewater	2019	2020	2021	2022	2023
General Purpose Sewer	\$ 1,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Paving Program	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Sewer Rehabilitation Program	3,300,000	3,300,000	3,300,000	4,000,000	4,000,000
Various Sewer Pipe Replacement/Rehabilitations - District-wide	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Assessable Sewer Program	-	100,000	-	-	-
WWPS & Equipment	400,000	-	-	-	-
Dividend Brook Drainage Area (Phase 2)	-	-	-	5,000,000	-
Dividend Brook Drainage Area (Phase 3)	-	-	-	7,500,000	-
Saybrooke and Bonner St Area Water Main Replacement and Sewer Rehab	-	2,000,000	-	-	-
Oakwood Avenue Area Sewer Replacement - Phase I	7,000,000	-	-	-	-
Private Property Inflow Disconnect Program	-	25,000	-	-	-
Backwater Valve Program	-	100,000	-	-	-
Renewable Energy Projects – Sewer Facilities	-	-	-	3,000,000	-
Mountain Farms Area Sewer Main Extension, West Hartford	-	-	10,500,000	-	-
Sewer FM Inspection Program	-	500,000	-	-	-
WPC Infrastructure Rehabilitation, Upgrades & Replacements	4,200,000	5,400,000	8,000,000	5,500,000	7,000,000
Hartford Upgrade Final Site Work (formerly Contract 22)	-	-	-	10,000,000	-
East Hartford WPCF Plant Infrastructure Renewal and Replacements	-	-	3,750,000	-	-
Hartford WPCF Centrifuge Replacement & Overhead Crane	-	-	4,000,000	-	-
Total Wastewater	\$ 23,900,000	\$ 22,425,000	\$ 40,550,000	\$ 46,000,000	\$ 22,000,000

2019 Capital Improvement Program

Summary

Water	2019	2020	2021	2022	2023
General Purpose Water Program	\$ 1,000,000	\$ 3,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
Paving Program	5,000,000	4,000,000	4,000,000	4,000,000	4,000,000
District-Wide Water Main Replacement Program	8,000,000	5,000,000	6,000,000	6,000,000	8,000,000
Water Treatment Facility Infrastructure Upgrades	1,900,000	3,000,000	3,500,000	3,000,000	3,500,000
Water Supply Improvements - Facilities	2,200,000	-	1,500,000	1,500,000	150,000
Water Pump Stations Improvements	300,000	500,000	500,000	2,000,000	500,000
Assessable Water Fund	2,500,000	-	-	2,000,000	-
Bloomfield Transmission Main Extension - Phase II	6,000,000	-	-	-	-
Oakwood Avenue Area WMR - Phases I & II	3,000,000	-	-	-	-
Radio Frequency Automated Meter Reading Program	-	-	1,500,000	-	1,000,000
Richards Corner Outlet Channel Improvement	-	2,500,000	-	-	-
WMR Saybrooke & Bonner Area, Hartford	-	5,000,000	-	-	-
Reservoir #1 Dam Improvements	-	8,000,000	-	-	-
Long Hill Road Connector WM	-	2,500,000	-	-	-
WMR Webster Hill Area, West Hartford	-	6,000,000	-	-	-
Water Storage Tank Improvement	-	-	1,000,000	-	1,000,000
Water Supply & Dam Improvement	-	-	4,000,000	-	2,000,000
Land Acquisition for Water Facilities, Supply and Treatment	-	-	1,000,000	-	1,000,000
Hydrant Replacement Program	-	-	1,600,000	-	1,600,000
WMR Church Street, Hartford	-	-	4,000,000	-	-
WH Filters WTP 6 MG Basin Rehabilitation	-	-	-	4,000,000	-
Various Transmission Main Design & Construction	-	-	-	3,500,000	-
WHWTP South Storage Tank Installation	-	-	-	-	7,000,000
WMR Farmington Avenue 11, Hartford	-	-	-	-	3,500,000
Total Water	\$ 29,900,000	\$ 39,500,000	\$ 32,600,000	\$ 30,000,000	\$ 37,250,000

2019 Capital Improvement Program

Summary

Combined	2019	2020	2021	2022	2023
Fleet and Equipment Replacement & Upgrade	\$ 1,700,000	-	\$ 800,000	-	\$ 800,000
Administrative Facility & Equipment Improvements	-	1,000,000	-	1,000,000	-
Information Systems I/T Upgrade	3,200,000	5,000,000	5,000,000	-	-
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
Total Combined	\$ 19,300,000	\$ 20,400,000	\$ 20,200,000	\$ 15,400,000	\$ 15,200,000

2019 Capital Improvement Program

Debt Administration Policy

Capital appropriations require approval by a two-thirds vote of the entire District Board and by a majority of the electors of the District at a referendum with the following exceptions:

1. Capital appropriations not exceeding \$21,223,042, indexed for inflation, excluding those portions of an appropriation payable from Federal or State grants for any single item within the capital section of the budget.
2. Appropriations for any reason involving not more than \$25,000,000 in any one year for the purpose of meeting a public emergency threatening the lives, health or property of citizens of the District.
3. Construction of or leasing headquarters facilities.
4. Any public improvement all or a portion of which is to be paid for by assessments of benefits or from funds established to pay for waste or water facilities.

With the exception of the two \$800,000,000 appropriations, and bond authorizations for the District's Clean Water Project approved at referenda in November, 2006 and November, 2012, and a supplemental \$140,000,000 appropriation of grants, which are expected to be supported by general obligation bonds, revenue bonds, and clean water fund obligations payable from the Clean Water Project Charge (previously the Special Sewer Service Surcharge), the District has followed a policy of financing capital expenditures by issuing general obligation bonds secured by unlimited taxes levied proportionately upon the Member Municipalities comprising the District.

In addition to taxes, certain water charges, sewer user fees, and assessments are available to repay the general obligation bonds. Sewer bonds are payable from the municipal tax levy on each Member Municipality and from sewer user charges levied on tax-exempt and high-flow users. General obligation water bonds are paid from water sale revenues. Assessable sewer construction bonds are secured by liens against assessments on benefited properties. The receipts from assessments are deposited in a separate fund, and payments for debt service on assessable sewer construction bonds are made from such fund. Hydroelectric bonds are funded from power sales revenue deposited in a separate fund, and payments of the debt service on the Hydroelectric bonds are made from said fund.

2019 Capital Improvement Program

Appropriation

The Metropolitan District's Capital Improvement Program budget for 2019 totals \$73,100,000 as reflected in the following summary, wastewater programs total \$23,900,000; water programs total \$29,900,000; and combined programs total \$19,300,000.

Wastewater

General Purpose Sewer	\$	1,000,000
Paving Program and Restoration		3,000,000
Sewer Rehabilitation Program		3,300,000
Various Sewer Pipe Replacement/Rehabilitation Program		5,000,000
Wastewater Pump Stations and Equipment		400,000
Oakwood Avenue Area Sewer Replacement - Phase I		7,000,000
Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacements		4,200,000
Total Wastewater	\$	23,900,000

2019 Capital Improvement Program

Appropriation

Water

Assessable Water	\$	2,500,000
General Purpose Water Program		1,000,000
Paving Program & Restoration		5,000,000
Water Main Replacement Program		8,000,000
Water Pump Stations and Equipment		300,000
Bloomfield Transmission Main Extension - Phase II		6,000,000
Oakwood Avenue Area Water Main Replacement - Phases I & II		3,000,000
Water Treatment Facilities Infrastructure Rehabilitation, Upgrades & Replacements Including Lab Instrumentation Replacements		1,900,000
Water Supply Infrastructure Rehabilitation, Upgrades & Replacements		2,200,000
Total Water	\$	29,900,000

2019 Capital Improvement Program

Appropriation

Combined

Fleet and Equipment Replacement and Upgrade	\$ 1,700,000
Information Systems Upgrade	3,200,000
Survey & Construction	5,000,000
Engineering Services	2,500,000
Construction Services	3,500,000
Technical Services	<u>3,400,000</u>
Total Combined	\$ 19,300,000

2019 Capital Improvement Program

Sewer

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2019 Capital Improvement Program budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Wastewater

General Purpose Sewer	\$	1,000,000
Paving Program and Restoration		3,000,000
Sewer Rehabilitation Program		3,300,000
Various Sewer Pipe Replacement/Rehabilitation Program		5,000,000
Wastewater Pump Stations and Equipment		400,000
Oakwood Avenue Area Sewer Replacement - Phase I		7,000,000
Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacements		4,200,000
Total Wastewater	\$	23,900,000

2019 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

2019 Capital Improvement Program

Sewer

Program – General Purpose Sewer Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	SCS.SR0019.01	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 \$1,000,000 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.

2019 Capital Improvement Program

Sewer

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	SCS.SR0019.02	5113

Description

To perform final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by 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 usage of 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.

2019 Capital Improvement Program

Sewer

Program – Sewer Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,300,000	SCS.SR0019.03	5803

Description

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

Purpose

The project is being undertaken in accordance with CMOM requirements.

Future Appropriations

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

Bond Language

The sum of \$3,300,000 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	<u>2</u>	
Total	12	

2019 Capital Improvement Program

Sewer

Program – Various Sewer Pipe Replacement/Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	SCS.SR0019.04	5113

Description

Design and construction of sewer system upgrades, replacements and rehabilitation measures necessary 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 sanitary sewer pipelines, including 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 \$5,000,000 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 circuit 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.

2019 Capital Improvement Program

Sewer

Program – Wastewater Pump Station Upgrades and Equipment

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$400,000	SCS.PS0019.01	5113

Description

This project will provide for upgrades, replacements and improvements to the District's wastewater pump stations including motors and pumps. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

The pumps and motors in the wastewater pump stations are in need of upgrades to meet modern standards for efficiency, reliability, maintainability and safety.

Future Appropriations

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

Bond Language

The sum of \$400,000 is hereby appropriated for upgrades, replacements and improvements to the District's wastewater pump stations, including motors and pumps, 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.

2019 Capital Improvement Program

Sewer

Program – Oakwood Avenue Area Sewer Replacement – Phase I

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$7,000,000	SCS.SR0019.05	5113

Description

Rehabilitation of sewer mains and lateral replacements in the Oakwood Avenue area in West Hartford from Park Road to Flatbush Avenue. This work is necessary to avoid potential disruption of the sanitary service due to the aging sewer system on Oakwood Avenue.

Purpose

To replace aging pipelines and structures.

Future Appropriations

Future appropriation requests for this project are anticipated over the next four years.

Bond Language

The sum of \$7,000,000 is hereby appropriated for the rehabilitation of sewer mains and lateral replacements in the Oakwood Avenue area of West Hartford from Park Road to Dexter Avenue to restore reliable service and prevent disruptions that occur due to the aging sewer system, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2019 Capital Improvement Program

Sewer

Program – Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,200,000	WPC.FA0019.01	5113

Description

Design and construction of a variety of renewal and replacements at the District's four water pollution control facilities to modernize existing systems. This project will also rehabilitate multiple WPC assets to improve operational readiness/reliability and safety, and to increase wastewater processing capabilities. 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

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 \$4,200,000 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.

2019 Capital Improvement Program

Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2019 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

Assessable Water	\$	2,500,000
General Purpose Water Program		1,000,000
Paving Program & Restoration		5,000,000
Water Main Replacement Program		8,000,000
Water Pump Stations and Equipment		300,000
Bloomfield Transmission Main Extension - Phase II		6,000,000
Oakwood Avenue Area Water Main Replacement - Phases I & II		3,000,000
Water Treatment Facilities Infrastructure Rehabilitation, Upgrades & Replacements Including Lab Instrumentation Replacements		1,900,000
Water Supply Infrastructure Rehabilitation, Upgrades & Replacements		2,200,000
Total Water	\$	29,900,000

2019 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.

2019 Capital Improvement Program

Water

Program – Assessable Water Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,500,000	WDS.DM0019.01	2113

Description

Extension of various water mains resulting from property owner petitions for public water service within the District's service areas, including but not limited to the following projects: Coleman Road, Feldspar Ridge, Kinne Road and Raymond Road/Kimberly Lane in Glastonbury. District forces may be utilized for this program. District costs may include salary, benefits & overhead.

Purpose

To provide water service to property owners within the District's service areas by extending local water mains.

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 extension of various water mains resulting from property owner petitions for public water service within the District's service area, including the Coleman Road, Feldspar Ridge, Kinne Road and Raymond Road/Kimberly Lane projects in Glastonbury. This appropriation includes costs for 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.

2019 Capital Improvement Program

Water

Program – General Purpose Water Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	WDS.DM0019.02	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 \$1,000,000 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.

2019 Capital Improvement Program

Water

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	WDS.DM0019.03	2113

Description

To perform final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by 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 \$5,000,000 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.

2019 Capital Improvement Program

Water

Program – Water Main Replacement Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$8,000,000	WDS.DM0019.04	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 \$8,000,000 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.

2019 Capital Improvement Program

Water

Program – Water Pump Stations Improvement and Equipment

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$300,000	WDS.PS0019.01	2113

Description

Upgrades, replacements and improvements to the District's water pump stations including associated equipment. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To improve efficiency and functionality of District water pump stations

Future Appropriations

Future appropriation requests for this program are anticipated over the next four years.

Bond Language

The sum of \$300,000 is hereby appropriated for upgrades, replacements and improvements to the District's water pump stations, including motors, pumps and associated equipment, 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.

2019 Capital Improvement Program

Water

Program – Bloomfield Transmission Main Extension – Phase II

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$6,000,000	WDS.TM0019.01	2113

Description

Design, construction, inspection and associated work to extend a water transmission main from Brown Street to Woodland Avenue in Bloomfield. District forces may be utilized for this project. District costs may include salary, benefits and overhead.

Purpose

To connect two existing transmission mains, increasing the available water flows in Bloomfield, Windsor and East Granby and decreasing the pressure losses during peak flows.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

The sum of \$6,000,000 is hereby appropriated for the design, construction, inspection and associated work to extend a transmission main from Brown Street to Woodland Avenue in Bloomfield, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2019 Capital Improvement Program

Water

Program – Oakwood Avenue Area Water Main Replacement – Phases I & II

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	WDS.DM1019.06	2113

Description

Replacement of existing water mains and service replacements in the Oakwood Avenue Area of West Hartford. Phase I will be from Park Road to Flatbush Avenue and Phase II will cover New Park Avenue to Dexter Avenue. The water mains in the project area have experienced numerous leaks/breaks in recent years.

Purpose

To replace aging pipelines and structures.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

The sum of \$3,000,000 is hereby appropriated for the replacement of water mains and service replacements in the Oakwood Avenue area of West Hartford from Park Road to Dexter Avenue to restore reliable service and prevent disruptions that occur due to the aging water system, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2019 Capital Improvement Program

Water

Program – Water Treatment Facilities Infrastructure Rehabilitation, Upgrades & Replacements, Including Laboratory Instrumentation Replacements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,900,000	WTF.TP0019.01	2113

Description

Design and construction of a variety of renewal and replacements, including electrical improvements at the District's three water treatment facilities to modernize existing systems. Multiple water treatment facility assets will be rehabilitated to improve treatment processes, operational reliability, security, and safety. Also included is the replacement of various laboratory equipment that have reached the end of their useful life. 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 \$1,900,000 is hereby appropriated for the design and construct a variety of renewal and replacements, including electrical improvements at the District's three water treatment facilities to modernize existing systems. Multiple water treatment facility assets will be rehabilitated to improve treatment processes, operational reliability, security and safety. Also included is the replacement of various laboratory equipment that have reached the end of their useful life, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2019 Capital Improvement Program

Water

Program – Water Supply Infrastructure Rehabilitation, Upgrades & Replacements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,200,000	WSH.DA0019.01	2113

Description

Design and construction of a variety of renewal and replacements of the District's water supply facilities and functions. Multiple water supply assets will be rehabilitated to improve raw water quality, operational reliability, security and safety. 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 extend and enhance the asset life of water supply infrastructure.

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 for the design and construction of a variety of renewal and replacements at the District's water supply facilities and functions to improve raw water quality, operational reliability, security 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.

2019 Capital Improvement Program

Combined

The following is a list of the recommended combined capital programs and projects to be funded through the MDC's 2019 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

Fleet and Equipment Replacement and Upgrade	\$ 1,700,000
Information Systems Upgrade	3,200,000
Survey & Construction	5,000,000
Engineering Services	2,500,000
Construction Services	3,500,000
Technical Services	<u>3,400,000</u>
Total Combined	\$ 19,300,000

2019 Capital Improvement Program

Combined

The following positions are included in the combined capital program:

Authorized Positions

<u>Title</u>	<u>Number</u>
Asst. Mgr of Const & Inspection Services	1
Construction Engineer Support	1
Construction Manager	8
Construction Services Supervisor	4
Design Manager	1
Durational Project Engineer	1
Engineering Technician 2	3
Engineering Technician 3	9
Manager of Construction & Inspection Services	1
Manager of Technical Services	1
Principal Engineer	2
Principal Constr. Engineer Tech 1	1
Project Engineer 1	3
Project Engineer 2	6
Project Managers	11
Senior Clerk	1
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	60

2019 Capital Improvement Program

Combined

Program – Fleet and Equipment Replacement and Upgrade

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,700,000	COM.VE0019.01	5613

Description

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

Purpose

To maintain the District's fleet and equipment.

Future Appropriations

Additional appropriation requests are anticipated over the next four years.

Bond Language

The sum of \$1,700,000 is hereby appropriated for the replacement of transportation and power operated equipment, the purchase of generators, engines and emergency response equipment, 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.

2019 Capital Improvement Program

Combined

Program – Information Systems Upgrade

Amount
\$3,200,000

Project #
COM.OT0019.05

Fund
5613

Description

The project will support planned upgrades for security, network, and system hardware and software infrastructure. The District costs may include salary, benefits and overhead.

Purpose

To ensure the continued efficient and effective operation of the District's business applications and enhance the benefits of the system.

Future Appropriations

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

Bond Language

The sum of \$3,200,000 is hereby appropriated for the purchase, upgrade and/or replacement of computer related infrastructure and/or software and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2019 Capital Improvement Program

Combined

Program - Survey & Construction

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	COM.OT0019.03	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>
Senior Clerk	1	7930005
Engineering Technician 2	3	
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	<u>2</u>	
Total	23	

2019 Capital Improvement Program

Combined

Program - Engineering Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,500,000	COM.OT0019.02	5802

Description

Staffing costs

Purpose

The Engineering Services department holds responsibility for developing and designing the District's capital improvement projects. Projects include improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants.

Future Appropriations

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

Bond Language

The sum of \$2,500,000 is hereby appropriated for developing and designing the District's capital improvement projects, including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Design Manager	1	7930006
Construction Manager	1	
Project Engineer	1	
Project Manager	5	
Project Engineer 2	<u>2</u>	
Total	10	

2019 Capital Improvement Program

Combined

Program - Construction Services

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,500,000	COM.OT0019.01	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>
Mgr. of Construction & Inspection Srvs	1	7930007
Asst. Mgr of Const & Inspection Srvs	1	
Construction Manager	5	
Project Engineer 1	2	
Project Engineer 2	1	
Total	10	

2019 Capital Improvement Program

Combined

Program - Technical Services

Amount
\$3,400,000

Project #
COM.OT0019.04

Fund
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	

2019 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

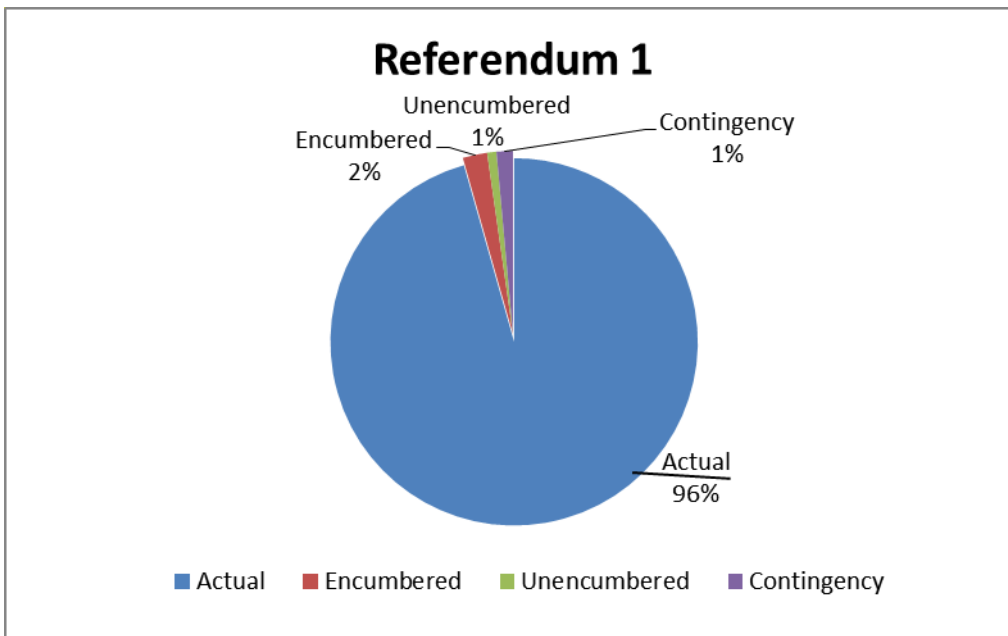
The 2006 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2006.

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	\$ 764,739,088.50
Encumbered	17,211,903.74
Unencumbered	6,484,744.95
Contingency	11,564,262.81
	<u>\$ 800,000,000.00</u>



2019 Capital Improvement Program

Referendum 1

Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.CONSBR.03	2015 Kane Brook Dsn	1,800,000.00	691,282.77	866,569.77	242,147.46
CW1.NSSUAL.01	2007 CWP Albany Ave	23,234,699.32	23,128,718.91	105,979.91	0.50
CW1.SSOGEN.13	2013 SSO Elimination	1,892,077.68	1,573,645.69	273,996.74	44,435.25
CW1.SSONWT.07	2012 Cedar Newington	4,588,400.00	1,515,506.48	2,505,304.02	567,589.50
CW1.SSORKH.07	2012 RH Interceptor	35,833,363.00	22,887,569.08	9,929,422.63	3,016,371.29
CW1.SSOWHA.07	2012 WH SSES	1,537,500.00	927,647.37	485,950.13	123,902.50
CW1.SSOWND.03	2015 NM-1 Gate Struc	400,000.00	224,714.01	12,725.41	162,560.58
CW1.SSOWTH.02	2012 RH/Weth. SSES	8,508,559.21	8,118,002.04	1.00	390,556.17
CW1.SSSFRA.13	Franklin Proj #13-B	40,483,470.45	39,694,918.85	788,551.60	0.00
CW1.SSSFRA.15	Airport Rd PS F.M.	5,044,260.37	5,044,260.37	-	-
CW1.SSSFRA.4D	Franklin Proj #5-D	31,666,152.28	31,619,232.70	46,919.58	0.00
CW1.SSSPAR.11	2013 Green Infrastru	688,429.65	177,074.90	460,632.28	50,722.47
CW1.TUNSTH.00	South CSO Convey Tun	38,053,391.03	36,837,261.57	905,731.36	310,398.10
CW1.WTFHAR.14	ASH HAND & MERCURY	14,158,894.00	14,090,318.42	1.00	68,574.58
CW1.WTFHAR.18	2011 Wet Weather Exp	32,102,142.26	31,474,096.94	115,613.56	512,431.76
CW1.WTFHAR.20	2013 WWEP #2012-20	90,156,291.74	89,449,828.34	348,308.01	358,155.39
CW1.SSOWTH.10	2014 SSES Rocky Hill	10,457,320.65	9,454,224.51	366,196.74	636,899.40
		\$ 340,604,951.64	\$ 316,908,302.95	\$ 17,211,903.74	\$ 6,484,744.95
CW1.000000.00	Referendum 1 Contingency	11,564,262.81			
	Completed Projects	447,830,785.55			
	Referendum 1	\$ 800,000,000.00			

2019 Capital Improvement Program

Referendum 1

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.CONHOM.00	2007 Homestead	\$ 31,044,294.79	\$ 31,044,294.79	\$ -	\$ -
CW1.CONSBR.00	South Branch	450,579.73	450,579.73	-	-
CW1.FSSFAR.04	Farmington #4	658,004.15	658,004.15	-	-
CW1.FSSFAR.06	Fmgton Proj #6	8,191,515.15	8,191,515.15	-	-
CW1.FSSFAR.1A	Farm Ave 1A	146,013.41	146,013.41	-	-
CW1.FSSFAR.71	Farmington #7.1	2,561,258.59	2,561,258.59	-	-
CW1.FSSFAR.72	Farmington #7.2	3,411,661.60	3,411,661.60	-	-
CW1.FSSFAR.PD	Farmington Ave	640,900.68	640,900.68	-	-
CW1.MGMGEO.30	Geotechnical Se	2,066,949.91	2,066,949.91	-	-
CW1.MGMPMC.07	2007 CWP PMC	788,016.54	788,016.54	-	-
CW1.MGMPMC.08	08 CWP PMC	3,981,562.16	3,981,562.16	-	-
CW1.MGMPMC.09	2009 CWP PMC	4,539,195.90	4,539,195.90	-	-
CW1.MGMPMC.10	2010 CWP PMC	5,414,789.79	5,414,789.79	-	-
CW1.MGMPMC.11	2011 CWP PMC	8,157,922.51	8,157,922.51	-	-
CW1.MGMPMC.12	2012 CWP PMC	6,719,698.60	6,719,698.60	-	-
CW1.MGMPMC.15	15CWP PMC / CDM	6,125,657.96	6,125,657.96	-	-
CW1.MGMPMU.07	2007 CWP PMU	3,255,730.36	3,255,730.36	-	-
CW1.MGMPMU.08	2008 CWP PMU	3,403,759.44	3,403,759.44	-	-
CW1.MGMPMU.09	2009 CWP PMU	5,874,757.78	5,874,757.78	-	-
CW1.MGMPMU.10	2010 CWP PMU	10,922,243.51	10,922,243.51	-	-
CW1.MGMPMU.11	2011 CWP PMU	11,589,004.93	11,589,004.93	-	-
CW1.MGMPMU.12	2012 CWP PMU	6,894,906.59	6,894,906.59	-	-
CW1.MGMPMU.13	2013 CWP PMU	6,838,160.08	6,838,160.08	-	-
CW1.MGMPMU.14	2014 CWP PMU	242,347.52	242,347.52	-	-
CW1.NSSGRA.01	Granby Str	350,653.54	350,653.54	-	-
CW1.NSSGRA.02	Granby 2&5 (Cor	32,548,599.93	32,548,599.93	-	-
CW1.NSSGRA.03	Granby #3	759,152.57	759,152.57	-	-
CW1.NSSTOW.01	2007 Tower Ave	7,863,944.77	7,863,944.77	-	-
CW1.NSSTOW.02	Tower Avenue Ar	12,672,280.63	12,672,280.63	-	-
CW1.NSSTOW.1A	2011 Tower Ave	4,427,275.10	4,427,275.10	-	-
CW1.NSSTOW.FD	Tower Ave #1Des	157,819.00	157,819.00	-	-
CW1.NSSTOW.PD	Tower Ave Sep	106,658.86	106,658.86	-	-
CW1.NSSUAL.02	Upper Albany #2	1,189,367.10	1,189,367.10	-	-
CW1.NSSUAL.03	Upper Albany #3	777,979.08	777,979.08	-	-
CW1.NSSUAL.07	Route 44 Storm	898,400.75	898,400.75	-	-
CW1.NSSUAL.08	Garden St	6,893,628.16	6,893,628.16	-	-
CW1.NSSUAL.E3	Burton St. Sew	8,605,787.57	8,605,787.57	-	-
CW1.NSSUAL.ES	Albany Edgewood	3,494,428.99	3,494,428.99	-	-
CW1.NSSUAL.PD	Upper Albany	680,471.26	680,471.26	-	-
CW1.SSOGEN.07	2007 CW SSO	13,583,866.10	13,583,866.10	-	-
CW1.SSOGEN.08	2008 C W SO	7,690,639.29	7,690,639.29	-	-
CW1.SSOGEN.11	SSO Pilot Study	3,333,591.26	3,333,591.26	-	-
CW1.SSONWT.01	2012 SSO-Nwgton	3,409,832.12	3,409,832.12	-	-
CW1.SSONWT.02	2012 Newinton	6,080,408.08	6,080,408.08	-	-
CW1.SSONWT.06	2012 Ntn Church	4,226,592.60	4,226,592.60	-	-
CW1.SSOWHA.01	2012 WHartford	1,577,096.29	1,577,096.29	-	-
CW1.SSOWHA.02	2012 SSO Pilot	2,047,087.39	2,047,087.39	-	-
CW1.SSOWHA.04	2012 Four Mile	2,689,904.58	2,689,904.58	-	-
CW1.SSOWHA.06	2014 Greenhurst	131,925.19	131,925.19	-	-
CW1.SSOWND.01	2012 SSO-Wdsr	2,669,498.47	2,669,498.47	-	-
CW1.SSOWTH.01	2011 SSO-Wtfld	4,204,575.71	4,204,575.71	-	-
CW1.SSOWTH.03	2012 SSO Pilot	2,286,152.78	2,286,152.78	-	-
CW1.SSOWTH.07	2012 SSO Exe Sq	125,813.20	125,813.20	-	-
CW1.SSOWTH.08	12 FOLLY BROOK	1,282,440.20	1,282,440.20	-	-
CW1.SSSFRA.01	Franklin #1- B	1,496,150.82	1,496,150.82	-	-
CW1.SSSFRA.02	FranklinAve #7	75,512.19	75,512.19	-	-

2019 Capital Improvement Program

Referendum 1

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.SSSFRA.04	Frankln #4 - D	\$ 2,134,263.04	\$ 2,134,263.04	\$ -	\$ -
CW1.SSSFRA.11	Franklin11-Pk A	319,978.07	319,978.07	-	-
CW1.SSSFRA.12	Franklin #12 -D	1,556,006.57	1,556,006.57	-	-
CW1.SSSFRA.16	Building Dis 1	543,137.15	543,137.15	-	-
CW1.SSSFRA.17	Building Dis 2	400,481.70	400,481.70	-	-
CW1.SSSFRA.18	Building Dis 3	316,932.80	316,932.80	-	-
CW1.SSSFRA.1A	Franklin Ave- D	804,840.39	804,840.39	-	-
CW1.SSSFRA.PD	Franklin Ave PD	2,032,185.44	2,032,185.44	-	-
CW1.SSSPAR.01	Park River #1	580,483.36	580,483.36	-	-
CW1.SSSPAR.03	Park River #3	904,041.42	904,041.42	-	-
CW1.SSSPAR.06	Green Capital	983,689.36	983,689.36	-	-
CW1.SSSPAR.07	Retreat Avenue	9,331,401.93	9,331,401.93	-	-
CW1.SSSPAR.PD	Park River Sep	683,914.79	683,914.79	-	-
CW1.WTFHAR.01	HWPCF Master	9,736,407.51	9,736,407.51	-	-
CW1.WTFHAR.08	Incin #3 Rehab	43,055,158.32	43,055,158.32	-	-
CW1.WTFHAR.10	HWPCF SCADA	854,591.82	854,591.82	-	-
CW1.WTFHAR.11	UV Disinfection	19,105,159.61	19,105,159.61	-	-
CW1.WTFHAR.12	Compost Bldg	1,112,844.65	1,112,844.65	-	-
CW1.WTFHAR.13	Aeration Settle	39,458,279.26	39,458,279.26	-	-
CW1.WTFHAR.16	BNR Phase II	35,419,750.97	35,419,750.97	-	-
CW1.WTFHAR.17	2011 Solids Hlg	779,406.04	779,406.04	-	-
CW1.WTFHAR.E1	07 CWP HWPCF PHI	5,200,006.71	5,200,006.71	-	-
CW1.WTFRKH.03	Rocky Hill	261,359.38	261,359.38	-	-
		\$ 447,830,785.55	\$ 447,830,785.55	\$ -	\$ -

2019 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

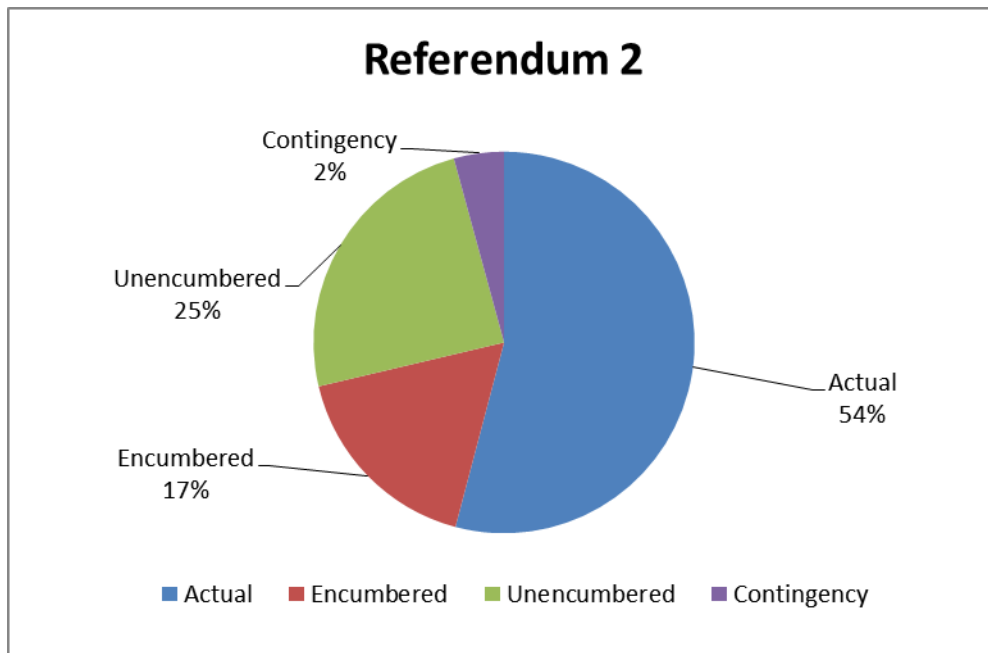
The 2012 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2012.

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	\$ 508,621,144.59
Encumbered	161,627,286.82
Unencumbered	229,811,813.47
Contingency	39,939,755.12
	<u>\$ 940,000,000.00</u>



2019 Capital Improvement Program

Referendum 2

Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW2.CONFAR.02	2015 NNBI Rel./Oxfor	\$ 2,500,000.00	\$ 524,937.00	\$ 1,675,310.02	\$ 299,752.98
CW2.MGMCWP.15	2015 CWP Admin.	11,533,655.05	11,267,028.92	2,300.00	264,326.13
CW2.MGMPMC.14	2014 CWP PMC / CDM	7,200,000.00	6,914,745.94	-	285,254.06
CW2.MGMPMC.17	2017 CWP PMC/CDM	6,367,209.44	6,256,688.32	110,521.12	-
CW2.NSSGRA.04	2016 Bloomfield SSES	1,200,000.00	830,871.98	93,678.79	275,449.23
CW2.NSSUAL.09	2014 Gully Brook Con	465,000.00	425,239.63	4,416.00	35,344.37
CW2.SSOWHA.06	2015 Greenhurst Road	6,203,950.00	5,278,941.05	425,209.74	499,799.21
CW2.SSSPAR.13	Bartholomew Avenue	1,600,000.00	21,785.41	1,578,214.59	-
CW2.TUNSTH.01	2015 SHCST Util Relo	3,970,000.00	2,606,344.15	121,136.33	1,242,519.52
CW2.TUNSTH.02	2015 SHCST Construct	336,495,845.00	160,786,117.64	142,897,900.44	32,811,826.92
CW2.TUNSTH.03	2015 SHCST Pump Stat	95,820,000.00	8,202.80	1,916,797.20	93,895,000.00
CW2.WTFHAR.21	2014 WWEP #2012-21	182,380,980.00	172,548,488.19	6,800,676.56	3,031,815.25
CW2.WTFRKH.04	2013 RHWPCF Cap & Up	59,331,356.00	57,392,132.24	1,079,107.60	860,116.16
CW2.WTFHAR.25	2016 Ash Lagoon Cl.	5,000,000.00	117,824.66	105,521.34	4,776,654.00
CW2.CSOGEN.16	2016 LTCP Flow Meter	1,531,681.76	1,531,681.76	-	-
CW2.WTFRKH.05	2016 RHWPCF Outfall	4,872,000.00	3,756,905.87	348,931.60	766,162.53
CW2.CSOGEN.17	Large Diameter Clean	4,914,000.00	3,123,139.42	1,766,290.73	24,569.85
CW2.SSOGEN.16	CMOM Plan Updates	100,000.00	85,515.92	-	14,484.08
CW2.MGMCWP.18	2018 CWP Admin	9,316,000.00	9,291,000.00	1,947.00	23,053.00
CW2.MGMCWP.19	2019 CWP Admin	8,291,000.00	8,291,000.00	-	-
CW2.MGMCWP.20	2020 CWP Admin	7,200,000.00	-	-	7,200,000.00
CW2.MGMPMC.18	2018 CWP PMC/CDM	4,000,000.00	3,585,973.00	372,855.35	41,171.65
CW2.MGMPMC.19	2019 CWP PMC/CDM	4,000,000.00	-	1,939,177.79	2,060,822.21
CW2.TUNSTH.04	2015 SHCST	44,200,000.00	-	-	44,200,000.00
CW2.TUNSTH.05	2015 SHCST	36,650,000.00	-	-	36,650,000.00
CW2.CSOGRA.05	2017 North Branch PR	1,355,981.64	414,994.70	387,294.62	553,692.32
		\$ 846,498,658.89	\$ 455,059,558.60	\$ 161,627,286.82	\$ 229,811,813.47
CW2.000000.00	Referendum 2 Contingency	\$ 39,939,755.12			
	Completed Projects	53,561,585.99			
	Referendum 2	\$ 940,000,000.00			

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW2.MGMCWP.13	2013 CWP Admin	\$ 505,030.18	\$ 505,030.18	\$ -	\$ -
CW2.MGMCWP.14	2014 CWP Admin.	10,955,011.23	10,955,011.23	-	-
CW2.MGMCWP.16	2016 CWP Admin	10,471,683.85	10,471,683.85	-	-
CW2.MGMCWP.17	2017 CWP Admin	9,441,000.00	9,441,000.00	-	-
CW2.MGMPMC.16	2016 CWP PMC/CD	3,830,829.76	3,830,829.76	-	-
CW2.SSSPAR.10	2014 PRICRIGrit	40,684.88	40,684.88	-	-
CW2.WTFHAR.24	2013 231 BRNRD	10,421,490.81	10,421,490.76	-	-
CW2.MGMPMC.13	2013 CWP PMC	7,895,855.33	7,895,855.33	-	-
		\$ 53,561,586.04	\$ 53,561,585.99	\$ -	\$ -

2019 Capital Improvement Program

Supplemental

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

To: District Board

November 7, 2018

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
WDS.PS0214.01	2014	2113	2014 Wethersfield Water Pump Station	Wethersfield	4,000,000.00	577.50	3,999,422.50
WDS.PS0514.01	2014	2113	2014 Simsbury Rd Water PS Bloomfield	Bloomfield	300,000.00	36,283.00	263,717.00
WDS.PS1214.02	2014	2113	2014 Uplands Way Water PS Glastonbury	Glastonbury	300,000.00	0.00	300,000.00
WDS.TK1214.01	2014	2113	2014 Eastbury Basin Rehabilitation	Eastbury	3,750,000.00	0.00	3,750,000.00
WDS.EQ0015.01	2015	2113	2015 Hydrant Replacement Program	Various	1,600,000.00	1,590,487.59	9,512.41
		2113 Total			9,950,000.00	1,627,348.09	8,322,651.91
WAT.CW1292.01	2011	2209	CLSD -2011 GENERAL PURPOSE WATER	Various	1,000,000.00	337,175.14	662,824.86
WAT.CW1293.01	2011	2209	2011 GROUND WATER DEVELOPMENT	Various	5,000,000.00	305,999.51	4,694,000.49
		2209 Total			6,000,000.00	643,174.65	5,356,825.35
WAT.CW1220.01	2009	2318	Radio Frequency Automated Meter Reading	Various	5,000,000.00	4,962,878.99	37,121.01
WAT.CW1262.01	2010	2318	2010 Radio Frequency Auto Metr Reading	Various	4,846,800.00	4,295,795.92	551,004.08
WAT.CW1307.01	2011	2318	2011 RADIO FREQUENCY AUTOMATED METER REA	Various	1,500,000.00	1,484,733.94	15,266.06
		2318 Total			11,346,800.00	10,743,408.85	603,391.15
WAT.CW1247.01	2010	2320	2010Water Main Replacement - W. Hartford	West Hartford	400,000.00	126,538.88	273,461.12
WAT.CW1257.01	2010	2320	10Watr Main Replace Farmingtn Av W Hrtfd	West Hartford	1,359,400.00	1,250,709.12	108,690.88
WAT.CW1272.01	2010	2320	2010CWP Water Main Replac Hudson St Hrtfd	Hartford	1,057,000.00	0.00	1,057,000.00
WAT.CW1283.01	2010	2320	2010CWP Watr Main Wethersfield #3 Hrtfd	Hartford	2,692,000.00	616,387.65	2,075,612.35
WAT.CW1300.01	2011	2320	2011 WMR EAST HARTFORD	East Hartford	2,450,000.00	20,384.83	2,429,615.17
WAT.CW1304.01	2011	2320	2011 DESIGN OF WMR OUTSIDE OF CWP	Various	1,000,000.00	370,612.68	629,387.32
WAT.CW1331.01	2012	2320	2012 Water Storage Tank Safety Upgrade	Various	839,000.00	5,000.00	834,000.00
		2320 Total			9,797,400.00	2,389,633.16	7,407,766.84
WAT.CW1294.01	2011	2324	2011 Design Nepaug 3 Pipeline	Barkhamsted	2,200,000.00	0.00	2,200,000.00
		2324 Total			2,200,000.00	0.00	2,200,000.00
WAT.CW1218.01	2009	2331	NON-CSO RELATED ASSETS 2009 Adopted Appr	Various	5,000,000.00	1,401,876.68	3,598,123.32
WAT.CW1241.01	2009	2331	Whiting Lane W.H. Water Main Replacement	West Hartford	700,000.00	532,669.45	167,330.55
		2331 Total			5,700,000.00	1,934,546.13	3,765,453.87
WAT.CW1213.01	2008	2334	2008 Transmission Valve Replacement	Various	2,000,000.00	312,511.84	1,687,488.16
WAT.CW1219.01	2009	2334	TRANSMISSION VALVE REPLACEMENTS 2009	Barkhamsted	3,500,000.00	487,327.56	3,012,672.44
		2334 Total			5,500,000.00	799,839.40	4,700,160.60
WAT.CW1224.01	2009	2338	Mansfield Street Hartford Water Main Rep	Hartford	1,495,000.00	25,540.36	1,469,459.64
WAT.CW1225.01	2009	2338	FARMINGTON WATER MAIN INSTALLATION W.H.	West Hartford	1,380,000.00	1,214,682.52	165,317.48
		2338 Total			2,875,000.00	1,240,222.88	1,634,777.12
WAT.CW1311.01	2011	2340	2011 DAM SAFETY IMPROVEMENTS-RES #5	West Hartford	1,330,000.00	0.00	1,330,000.00
WAT.CW1341.01	2012	2340	2012 Structure Abandonment	Various	603,000.00	12,575.00	590,425.00
WAT.CW1355.01	2012	2340	2012 Raw Water Pipeline Improvements	Various	5,000,000.00	0.00	5,000,000.00
WAT.CW1375.01	2013	2340	2013 Water Rehabilitation Program	Various	1,000,000.00	491,228.86	508,771.14
WDS.DM0014.03	2014	2340	2014 Water Rehabilitation Program	Various	1,000,000.00	458,774.55	541,225.45
WDS.DM0015.03	2015	2340	2015 Water Rehabilitation Program	Various	1,000,000.00	502,749.21	497,250.79
		2340 Total			9,933,000.00	1,465,327.62	8,467,672.38
		Grand Total			63,302,200.00	20,843,500.78	42,458,699.22

After reviewing the information contained herein

At a meeting of the Board of Finance held on November 7, 2018, 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.

2019 Capital Improvement Program

Supplemental

Respectfully Submitted,

John S. Mirtle, Esq. District Clerk

SEWER CAPITAL PROJECT PROGRAMS

To: District Board

November 7, 2018

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
WWA.CS1158.01	2010	5109	2010 GPS New Park Ave	Hartford	1,900,000.00	1,790,960.15	109,039.85
		5109 Total			1,900,000.00	1,790,960.15	109,039.85
WWA.CS1192.01	2013	5113	2013 Rocky Hill Interceptor	Rocky Hill	770,000.00	770,000.00	0.00
SCS.EQ0014.02	2014	5113	2014 Private Property Inflow Disconnect	Various	150,000.00	0.00	150,000.00
SCS.PS0614.01	2014	5113	2014 Pump Station Upgrades-Island Rd Win	Windsor	500,000.00	0.00	500,000.00
WPC.EQ0314.01	2014	5113	2014 RH WPCF Upgrd-Aeration & Disinfecti	Rocky Hill	3,000,000.00	0.00	3,000,000.00
WPC.EQ0314.02	2014	5113	2014 Rocky Hill WPCF Upgrade-Electrical	Rocky Hill	4,000,000.00	0.00	4,000,000.00
WPC.FA0114.02	2014	5113	2014 Hartford WPCF Final Settling Tank 1	Hartford	3,000,000.00	0.00	3,000,000.00
WPC.FA0114.04	2014	5113	2014 Hartford WPCF West Primary Settling	Hartford	3,100,000.00	2,962,738.27	137,261.73
WPC.FA0615.01	2015	5113	2015 Poquonock WPCF Pmry & Scndry Tanks	Poquonock	3,300,000.00	2,893,615.66	406,384.34
		5113 Total			17,820,000.00	6,626,353.93	10,787,261.73
WWA.CSA449.01	2011	5630	2011 Assessable Sewer	Various	1,600,000.00	0.00	1,600,000.00
WWA.CSA451.01	2012	5630	CLSD-2012 Assessable Sewer Prgrm (2003)	Various	220,000.00	687.50	219,312.50
		5630 Total			1,820,000.00	687.50	1,819,312.50
WWA.CS1156.01	2010	5680	2010 WPC EHWPCF Screen& Grit Replacement	East Hartford	3,823,000.00	2,481,694.39	1,341,305.61
		5680 Total			3,823,000.00	2,481,694.39	1,341,305.61
WWA.CS1125.00	2008	5735	2008 CMOM Equipment & Staffing	MDC	5,000,000.00	3,682,274.29	1,317,725.71
WWA.CS1132.01	2009	5735	2009 CMOM Compliance - Equip & Staffing	MDC	5,000,000.00	3,042,923.95	1,957,076.05
WWA.CS1161.01	2011	5735	CLSD-2011 CMOM Compliance	MDC	2,000,000.00	1,406,452.15	593,547.85
		5735 Total			12,000,000.00	8,131,650.39	3,868,349.61
WWA.CS1139.01	2008	5741	CLSD-CMOM Compliance	Various	5,000,000.00	2,628,057.18	2,371,942.82
		5741 Total			5,000,000.00	2,628,057.18	2,371,942.82
WWA.CS1173.02	2013	5803	2013 Ridge Street WWPS - Windsor	Windsor	630,000.00	441,462.35	188,537.65
		5803 Total			630,000.00	441,462.35	188,537.65
		Grand Total			42,993,000.00	22,100,865.89	20,892,134.11

After reviewing the information contained herein

At a meeting of the Board of Finance held on November 7, 2018, 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

2019 Capital Improvement Program

Supplemental

COMBINED CAPITAL PROJECT PROGRAMS

To: District Board

November 7, 2018

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.OT0015.03	2015	5613	2015 Member Towns New GIS Base Map Dtbse	MDC	1,600,000.00	488,720.07	1,111,279.93
		5613 Total			1,600,000.00	488,720.07	1,111,279.93
COM.CFP143.01	2009	5650	CLSD-Facility & Bldg. Imps. – Hdqrs –	MDC	1,000,000.00	970,015.42	29,984.58
		5650 Total			1,000,000.00	970,015.42	29,984.58
COM.CFP135.01	2008	5651	CLSD-2008 Security System Upgrades	MDC	800,000.00	508,778.29	291,221.71
COM.CFP149.01	2008	5651	CLSD-Pump Station Radio/Antenna Upg	MDC	800,000.00	793,003.42	6,996.58
COM.CFP150.01	2010	5651	CLSD-2010 Facility & Equipment Impr	MDC	444,000.00	441,318.66	2,681.34
COM.CFP158.01	2010	5651	2010 Headquarters Renovation(3rd Floor)	MDC	1,300,000.00	1,255,617.28	44,382.72
COM.CFP166.01	2011	5651	2011 Headquarters Renovation	MDC	1,500,000.00	1,443,979.58	56,020.42
		5651 Total			4,844,000.00	4,442,697.23	401,302.77
COM.CFP151.01	2010	5677	2010 Information System Improvements	MDC	3,600,000.00	3,426,452.66	173,547.34
COM.CFP152.01	2010	5677	2010 Information System Improvements #2	MDC	2,000,000.00	1,644,675.91	355,324.09
COM.CFP154.01	2010	5677	2010 GIS Enterprise System Development	MDC	1,136,000.00	0.00	1,136,000.00
COM.CFP160.01	2011	5677	CLSD-2011 Information System Impr.	MDC	700,000.00	665,457.45	34,542.55
COM.CFP162.01	2011	5677	2011 GIS Enterprise System Development	MDC	450,000.00	300,709.00	149,291.00
		5677 Total			7,886,000.00	6,037,295.02	1,848,704.98
COM.CFP140.01	2009	5728	Risk Management Initiatives	MDC	1,725,000.00	674,065.91	1,050,934.09
		5728 Total			1,725,000.00	674,065.91	1,050,934.09
COM.CFP163.01	2011	5729	2011 Pump Station Generators	MDC	4,800,000.00	3,713,595.14	1,086,404.86
		5729 Total			4,800,000.00	3,713,595.14	1,086,404.86
COM.OT0014.01	2014	5802	CLSD-2014 Survey & Construction	MDC	5,000,000.00	3,923,327.04	1,076,672.96
COM.OT0014.02	2014	5802	CLSD-2014 Engineering Services	MDC	3,300,000.00	2,387,108.72	912,891.28
COM.OT0014.03	2014	5802	CLSD-2014 Construction Services	MDC	3,500,000.00	2,526,369.98	973,630.02
COM.OT0014.04	2014	5802	CLSD-2014 Technical Services	MDC	2,600,000.00	1,998,054.24	601,945.76
COM.OT0015.01	2015	5802	CLSD-2015 Construction Services	MDC	3,500,000.00	2,584,975.73	915,024.27
COM.OT0015.02	2015	5802	CLSD-2015 Engineering Services	MDC	2,500,000.00	1,817,309.28	682,690.72
COM.OT0015.04	2015	5802	CLSD-2015 Survey & Construction	MDC	5,000,000.00	4,464,585.57	535,414.43
COM.OT0015.05	2015	5802	CLSD-2015 Technical Services	MDC	4,000,000.00	3,009,405.64	990,594.36
COM.OT0016.01	2016	5802	CLSD-2016 Construction Services	MDC	3,500,000.00	2,976,769.89	523,230.11
COM.OT0016.02	2016	5802	CLSD-2016 Engineering Services	MDC	2,500,000.00	1,789,374.60	710,625.40
COM.OT0016.03	2016	5802	CLSD-2016 Survey & Construction	MDC	5,000,000.00	4,266,476.36	733,523.64
COM.OT0016.04	2016	5802	CLSD-2016 Technical Services	MDC	3,400,000.00	2,699,784.61	700,215.39
COM.OT0017.01	2017	5802	2017 Construction Services	MDC	3,300,000.00	2,298,674.07	1,001,325.93
COM.OT0017.02	2017	5802	2017 Engineering Services	MDC	2,500,000.00	1,915,365.87	584,634.13
COM.OT0017.03	2017	5802	2017 Survey & Construction	MDC	5,000,000.00	3,410,826.97	1,589,173.03
COM.OT0017.04	2017	5802	2017 Technical Services	MDC	3,900,000.00	2,839,274.56	1,060,725.44
		5802 Total			58,500,000.00	44,907,683.13	13,592,316.87
		Grand Total			80,355,000.00	61,234,071.92	19,120,928.08

After reviewing the information contained herein

At a meeting of the Board of Finance held on November 7, 2018, it was:

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

2019 Capital Improvement Program

Supplemental

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

Respectfully Submitted,

John S. Mirtle, Esq.
District Clerk

CLOSEOUT OF CLEAN WATER PROGRAMS **CLEAN WATER FUND PROJECT PROGRAMS**

To: District Board

November 7, 2018

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	Remaining Balance
CW1.MGMGEO.30	2007	5300	Geotechnical Services - Consulting	\$ 2,066,949.91	\$ 2,066,949.91	\$ -
CW1.MGMPMC.13	2007	5300	2013 CWP PMC	-	-	\$ -
CW1.NSSGRA.02	2007	5300	Granby 2&5 (Cornwall Street Area) Design	32,548,599.93	32,548,599.93	\$ -
CW1.NSSTOW.02	2007	5300	Tower Avenue Area South	12,649,780.63	12,649,780.63	\$ -
CW1.SSOWND.02	2007	5300	2012 CWP WINDSOR SSES COMPLETION	-	-	\$ -
CW1.SSOWTH.04	2007	5300	2012 Folly Brook I/I Rehab	-	-	\$ -
		5300 Total		47,265,330.47	47,265,330.47	\$ -
CW2.MGMCWP.13	2013	5400	CLSD-2013 CWP Administration	505,030.18	505,030.18	\$ -
CW2.MGMPMC.13	2013	5400	2013 CWP PMC	7,895,855.33	7,895,855.33	\$ -
CW2.SSOWTH.10	2014	5400	2014 SSES Rocky Hill - II	-	-	\$ -
CW2.CONFRA.01	2015	5400	2015 Franklin & Maple Conduits	-	-	\$ -
CW2.CONGBR.02	2015	5400	2015 Walnut to Church Dsn	-	-	\$ -
CW2.CONNMD.01	2015	5400	2015 Main Street Dsn	-	-	\$ -
CW2.CONNMD.02	2015	5400	2015 Sanford Street Design	-	-	\$ -
CW2.CONSTR.01	2015	5400	2015 New Britain & Arlington	-	-	\$ -
CW2.SSOWHA.07	2015	5400	2015 WH SSES I (2012-59)	-	-	\$ -
CW2.SSOWHA.08	2015	5400	2015 W.H. SSES Rehab II	-	-	\$ -
CW2.SSSPAR.08	2015	5400	2015 Park Street Dsn	-	-	\$ -
CW2.MGMCWP.16	2016	5400	2016 CWP Admin	10,471,683.85	10,471,683.85	\$ -
CW2.MGMPMC.16	2016	5400	2016 CWP PMC/CDM	3,830,829.76	3,830,829.76	\$ -
CW2.MGMCWP.17	2017	5400	2017 CWP Admin	9,441,000.00	9,441,000.00	\$ -
		5400 Total		32,144,399.12	32,144,399.12	\$ -
		Grand Total		79,409,729.59	79,409,729.59	\$ -

After reviewing the information contained herein

At a meeting of the Board of Finance held on November 7, 2018, 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.

2019 Capital Improvement Program

Supplemental

Respectfully Submitted,

John S. Mirtle, Esq. District
Clerk

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