

2020 Proposed Annual Budget



The Metropolitan District
Hartford, CT

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Budget Summary

Revenue & Expenditure Summary

The District's budget for 2020 totals \$202,478,100; a \$13,009,900 or 6.9% increase from the appropriation level adopted in support of 2019 operations and programs. The following table summarizes the Proposed 2020 operating revenues and expenditures for the District's Water and Sewer operations.

Budget Summary

Revenue & Expenditure Summary

	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Water Revenues</u>				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenue	3,631,304	6,820,200	5,684,600	6,810,200
Subtotal Operating Revenue	71,694,175	95,944,800	90,092,800	105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Total Water Revenue	74,211,370	98,207,400	92,139,400	107,619,000
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue for Other Gov't Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Subtotal Operating Revenue	81,317,217	87,760,800	87,229,700	94,859,100
Surplus Designated from Prior Yr.	0	3,500,000	0	0
Total Sewer Revenues	81,317,217	91,260,800	87,229,700	94,859,100
Total Water and Sewer Revenues	\$155,528,587	\$189,468,200	\$179,369,100	\$202,478,100
<u>Expenditures</u>				
District Board	\$341,804	\$395,500	\$395,500	\$415,500
Executive Office	2,639,892	3,067,600	2,945,900	3,003,300
Legal	1,732,933	1,727,900	1,727,900	1,589,800
Information Technology	6,553,180	6,928,100	7,030,850	8,274,200
Finance	6,219,780	6,886,300	6,886,300	7,183,300
Environment, Health & Safety	837,666	964,800	964,800	954,000
Engineering and Planning	1,035,664	1,333,400	1,315,050	1,352,900
Command Center	4,008,463	4,116,300	4,116,300	4,340,600
Operating Office	489,973	757,000	757,000	879,600
Operations	10,676,631	10,721,600	10,721,600	11,000,600
Laboratory Services	1,588,427	1,775,600	1,775,600	1,809,300
Water Pollution Control	15,139,448	17,462,200	16,816,360	17,616,800
Maintenance	10,673,340	10,946,200	10,911,200	11,502,600
Water Treatment & Supply	8,136,065	8,944,700	8,809,800	8,426,900
Patrol	1,596,276	1,719,500	1,719,500	1,672,100
Debt Service	52,968,800	65,822,800	65,822,800	70,293,800
Employee Benefits	19,892,631	28,507,900	28,507,900	30,954,000
General Insurance	4,011,086	4,747,100	4,747,100	5,926,700
Taxes and Fees	3,485,423	3,610,500	3,610,500	3,810,500
Special Agr. and Programs	3,811,869	5,033,200	5,033,200	9,491,600
Contingencies	-	4,000,000	-	1,980,000
Total Water and Sewer Budget	\$155,839,349	\$189,468,200	\$184,615,160	\$202,478,100

Budget Summary

Revenue & Expenditure Summary

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

	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
REVENUES				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue for Other Gov't Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Subtotal	81,317,217	87,760,800	87,229,700	94,859,100
Surplus Designated from Prior Yr.	0	3,500,000	0	0
Subtotal	\$0	\$3,500,000	\$0	\$0
Total Revenue	\$81,317,217	\$91,260,800	87,229,700	94,859,100
EXPENDITURES				
District Board	167,500	193,800	193,800	203,600
Executive Office	1,293,500	1,503,100	1,443,500	1,471,600
Legal	849,100	846,700	846,700	779,000
Information Technology	2,162,600	2,286,300	2,320,200	2,730,500
Finance	3,047,800	3,374,200	3,374,200	3,519,900
Environment, Health & Safety	410,500	472,800	472,800	467,500
Engineering and Planning	507,500	653,400	644,400	662,900
Command Center	1,362,800	1,399,500	1,399,500	1,475,800
Operating Office	240,100	370,900	370,900	431,000
Operations	2,669,200	2,680,500	2,680,500	2,750,100
Laboratory Services	762,500	852,300	852,300	868,400
Water Pollution Control	15,139,448	17,462,200	16,816,360	17,616,800
Maintenance	5,229,900	5,363,600	5,346,500	5,636,200
Debt Service	26,991,511	34,069,500	34,069,500	36,468,600
Employee Benefits	8,951,700	12,828,600	12,828,600	13,929,300
General Insurance	1,203,300	1,424,100	1,424,100	2,370,700
Special Agr. and Programs	998,132	1,479,300	1,479,300	1,497,200
Contingencies	0	4,000,000	0	1,980,000
Total Expenses	\$71,987,091	\$91,260,800	\$86,563,160	\$94,859,100

Budget Summary

Revenue & Expenditure Summary

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

	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>REVENUES</u>				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenues	3,631,304	6,820,200	5,684,600	6,810,200
Subtotal	\$71,694,175	\$95,944,800	\$90,092,800	\$105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Subtotal	\$2,517,195	\$2,262,600	\$2,046,600	\$2,282,600
Total Revenue	\$74,211,370	\$98,207,400	\$92,139,400	\$107,619,000
<u>EXPENDITURES</u>				
District Board	174,304	201,700	201,700	211,900
Executive Office	1,346,392	1,564,500	1,502,400	1,531,700
Legal	883,833	881,200	881,200	810,800
Information Technology	4,390,580	4,641,800	4,710,650	5,543,700
Finance	3,171,980	3,512,100	3,512,100	3,663,400
Environment, Health & Safety	427,166	492,000	492,000	486,500
Engineering and Planning	528,164	680,000	670,650	690,000
Command Center	2,645,663	2,716,800	2,716,800	2,864,800
Operating Office	249,873	386,100	386,100	448,600
Operations	8,007,431	8,041,100	8,041,100	8,250,500
Laboratory Services	825,927	923,300	923,300	940,900
Maintenance	5,443,440	5,582,600	5,564,700	5,866,400
Water Treatment & Supply	8,136,065	8,944,700	8,809,800	8,426,900
Patrol	1,596,276	1,719,500	1,719,500	1,672,100
Debt Service	25,977,289	31,753,300	31,753,300	33,825,200
Employee Benefits	10,940,931	15,679,300	15,679,300	17,024,700
General Insurance	2,807,786	3,323,000	3,323,000	3,556,000
Taxes and Fees	3,485,423	3,610,500	3,610,500	3,810,500
Special Agr. and Programs	2,813,738	3,553,900	3,553,900	7,994,400
Total Expenses	\$83,852,258	\$98,207,400	\$98,052,000	\$107,619,000

Budget Summary

Revenues: Changes by Source

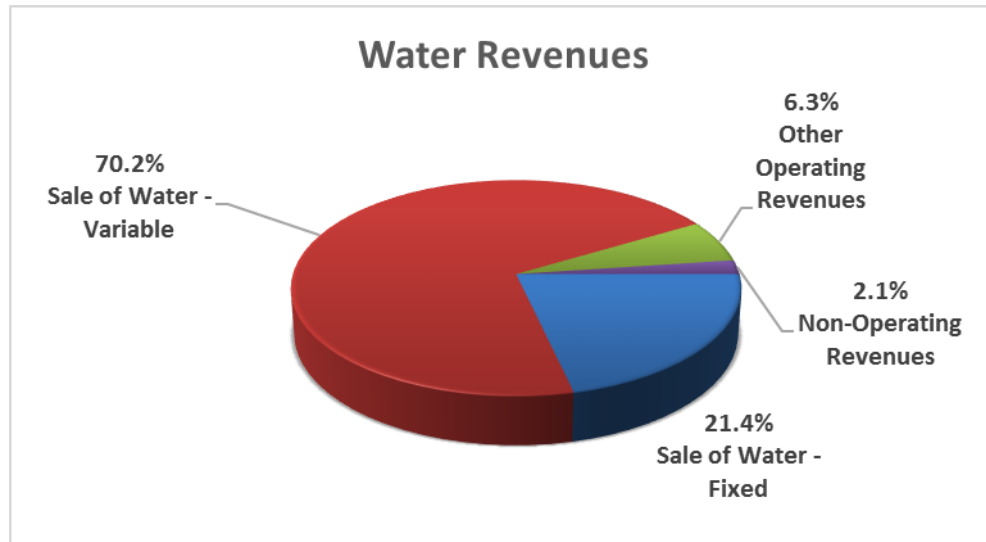
Proposed water and sewer revenues for 2020 total \$202,478,100 an increase of \$13,009,900 or 6.9% from the Adopted 2019 level. The sewer revenues have increased by \$3,598,300 and the water revenues increased by \$9,411,600.

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenues	3,631,304	6,820,200	5,684,600	6,810,200
Total Operating Revenues	71,694,175	95,944,800	90,092,800	105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Total Water Revenues	\$74,211,370	\$98,207,400	\$92,139,400	\$107,619,000
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue from Other Govt. Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Total Operating Revenues	81,317,217	87,760,800	87,229,700	94,859,100
Designated from Surplus	0	3,500,000	0	0
Total Other Revenues	0	3,500,000	0	0
Total Sewer Revenues	\$81,317,217	\$91,260,800	\$87,229,700	\$94,859,100
Total Water and Sewer Revenues	\$155,528,587	\$189,468,200	\$179,369,100	\$202,478,100

Budget Summary

Revenues: Changes by Source

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



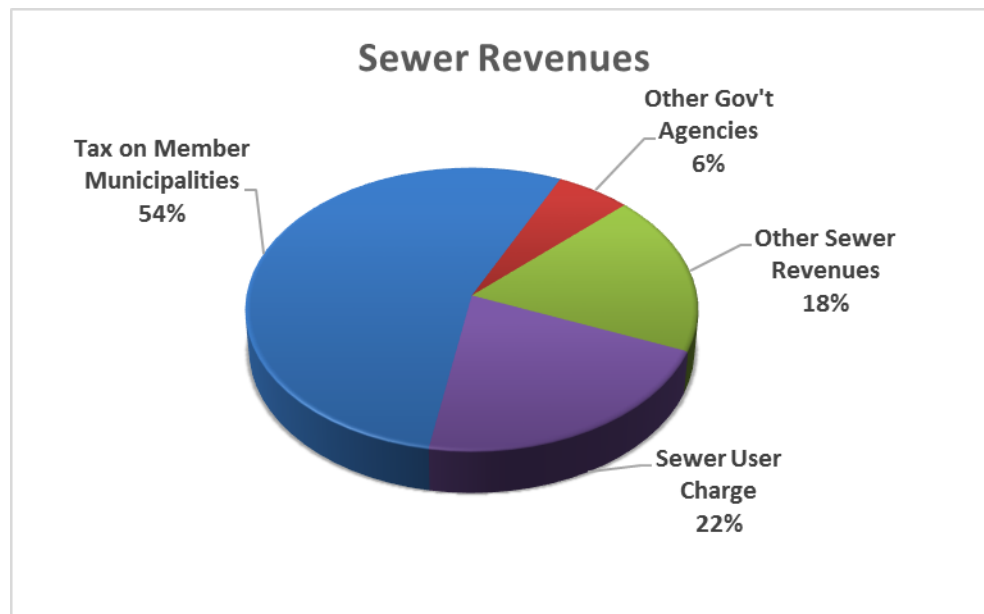
Water: \$9,411,600

- **Sale of Water:** An overall increase of \$9,401,600 is primarily driven by the 2020 water rate increase.

Budget Summary

Revenues: Changes by Source

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



Sewer: \$3,598,300

- ***Tax on Member Municipalities:*** Assumes a \$3,322,600 or 6.9% 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 2019 to 2020 Proposed levels by \$608,000, an increase associated with Sludge Handling Services.
- ***Other Sewer Revenues:*** An overall increase of \$305,700 is primarily driven by an increase in Septage & FOG Fees.
- ***Sewer User Charges:*** The sewer user rate will increase from \$4.64 per CCF to \$5.15 per CCF.

Budget Summary

Revenues: Changes by Source

Tax History by Town	2016	2017	2018	2019	2020
Hartford	\$10,174,900	\$10,963,200	\$11,550,400	\$12,372,000	\$13,035,400
East Hartford	\$4,762,000	\$5,059,400	\$5,486,600	\$5,775,200	\$6,089,300
Newington	\$3,508,400	\$3,752,900	\$4,120,900	\$4,318,900	\$4,623,100
Wethersfield	\$3,207,700	\$3,408,200	\$3,707,800	\$3,979,400	\$4,240,800
Windsor	\$3,404,700	\$3,656,900	\$4,001,500	\$4,274,900	\$4,611,600
Bloomfield	\$2,936,000	\$3,067,100	\$3,256,200	\$3,488,600	\$3,879,300
Rocky Hill	\$2,239,700	\$2,475,800	\$2,712,500	\$2,909,600	\$3,144,100
West Hartford	\$8,710,900	\$9,286,900	\$10,168,100	\$11,034,500	\$11,852,100
Total	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100	\$51,475,700

Tax Percentage	2016	2017	2018	2019	2020
Hartford	26.13%	26.31%	25.67%	25.69%	25.32%
East Hartford	12.23%	12.14%	12.19%	11.99%	11.83%
Newington	9.01%	9.01%	9.16%	8.97%	8.98%
Wethersfield	8.24%	8.18%	8.24%	8.26%	8.24%
Windsor	8.74%	8.78%	8.89%	8.88%	8.96%
Bloomfield	7.54%	7.36%	7.24%	7.24%	7.54%
Rocky Hill	5.75%	5.94%	6.03%	6.04%	6.11%
West Hartford	22.36%	22.28%	22.58%	22.93%	23.02%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/15/2020	4/15/2020	7/15/2020	10/21/2020	Total
Hartford	\$3,093,000	\$3,093,000	\$3,424,700	\$3,424,700	\$13,035,400
East Hartford	1,443,800	1,443,800	1,600,850	1,600,850	6,089,300
Newington	1,079,725	1,079,725	1,231,825	1,231,825	4,623,100
Wethersfield	994,850	994,850	1,125,550	1,125,550	4,240,800
Windsor	1,068,725	1,068,725	1,237,075	1,237,075	4,611,600
Bloomfield	872,150	872,150	1,067,500	1,067,500	3,879,300
Rocky Hill	727,400	727,400	844,650	844,650	3,144,100
West Hartford	2,758,625	2,758,625	3,167,425	3,167,425	11,852,100
Total	\$12,038,275	\$12,038,275	\$13,699,575	\$13,699,575	\$51,475,700

Budget Summary

Expenditures: Changes by Department

The District's expenditure budget for 2020 totals \$202,478,100; a \$13,009,900 or 6.9% increase from the appropriation level adopted in support of 2019 operations and programs. The following table summarizes the changes by department.

	2018 Actual	2019 Adopted	2020 Proposed	Change
District Board	341,804	395,500	415,500	20,000
Executive Office	2,639,892	3,067,600	3,003,300	(64,300)
Legal	1,732,933	1,727,900	1,589,800	(138,100)
Information Technology	6,553,180	6,928,100	8,274,200	1,346,100
Finance	6,219,780	6,886,300	7,183,300	297,000
Environment, Health & Safety	837,666	964,800	954,000	(10,800)
Engineering and Planning	1,035,664	1,333,400	1,352,900	19,500
Command Center	4,008,463	4,116,300	4,340,600	224,300
Operating Office	489,973	757,000	879,600	122,600
Operations	10,676,631	10,721,600	11,000,600	279,000
Laboratory Services	1,588,427	1,775,600	1,809,300	33,700
Water Pollution Control	15,139,448	17,462,200	17,616,800	154,600
Maintenance	10,673,340	10,946,200	11,502,600	556,400
Water Treatment & Supply	8,136,065	8,944,700	8,426,900	(517,800)
Patrol	1,596,276	1,719,500	1,672,100	(47,400)
Debt Service	52,968,800	65,822,800	70,293,800	4,471,000
Employee Benefits	19,892,631	28,507,900	30,954,000	2,446,100
General Insurance	4,011,086	4,747,100	5,926,700	1,179,600
Taxes and Fees	3,485,423	3,610,500	3,810,500	200,000
Special Agr. and Programs	3,811,869	5,033,200	9,491,600	4,458,400
Contingencies	-	4,000,000	1,980,000	(2,020,000)
Total Water and Sewer Budget	\$155,839,349	\$189,468,200	\$202,478,100	\$13,009,900

Budget Summary

Expenditures: Changes by Major Object

The table below shows the proposed 2020 expenditure budget by Major Object.

Major Object	2018 Actual	2019 Adopted	2020 Proposed	\$ Change
Payroll				
Regular Pay	\$36,158,179	\$39,275,300	\$39,942,300	\$667,000
Overtime Pay	4,242,382	3,863,300	4,076,200	212,900
Temporary Help	438,324	531,600	538,400	6,800
Standby & Premium Pay	223,925	239,200	300,600	61,400
Longevity Pay	68,688	74,700	71,900	(2,800)
Total Payroll	\$41,131,497	\$43,984,100	\$44,929,400	\$945,300
Operations				
General Operations	\$14,910,560	\$16,172,600	\$17,112,300	\$939,700
Legal Services	647,728	808,700	808,700	0
Collection Services	622,209	900,000	900,000	0
Fuel for Incin., Pump. and Heating	1,197,427	1,518,700	1,424,500	(94,200)
Chemicals	1,701,442	2,042,400	2,121,400	79,000
Utilities	5,502,772	6,301,100	6,395,600	94,500
Debt	52,816,232	65,414,100	69,885,100	4,471,000
Nitrogen Credits	810,820	1,000,000	1,347,000	347,000
Pension Regular	5,328,000	4,727,000	5,017,000	290,000
OPEB	4,099,000	7,602,000	8,734,000	1,132,000
Employee Benefits	10,384,537	16,093,900	17,037,100	943,200
Insurance	3,944,911	4,642,100	5,818,500	1,176,400
Taxes and Fees	3,485,423	3,610,500	3,810,500	200,000
Special Agrmts and Programs	3,082,603	4,002,200	8,460,600	4,458,400
Total Operations	108,533,663	134,835,300	148,872,300	14,037,000
Maintenance	6,081,309	6,633,800	6,696,400	62,600
Capital Outlay	92,880	15,000	-	(15,000)
Contingencies	-	4,000,000	1,980,000	(2,020,000)
Total	\$155,839,349	\$189,468,200	\$202,478,100	\$13,009,900

Budget Summary

Expenditures: Changes by Major Object

The following are some of the highlights of the Proposed 2020 expenditure budget by Major Object.

Payroll: \$945,300

- **Regular Pay** the \$667,000 increase reflects increment and cost-of-living increases, and the transfer of positions from CIP to the operating budget, offset by retirements.
- **Overtime** increase of \$212,900 reflects COLA increases and the anticipated increase in storm activity and emergency response services.
- A \$6,800 increase in **Temporary Help** reflects The District's incurred costs to implement the summer Learn & Earn Program.
- **Longevity Pay** will decrease \$2,800 due to participation.

Operations: \$9,244,200

- **General Operations** expenditures are increasing by \$939,700 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 \$94,200 due to projected decrease in usage and rates.
- **Chemicals** are increasing by \$79,000 primarily due to increased chemical usage at various facilities throughout the District.
- **Utilities** are increasing by \$94,500 as the result of anticipated usage at various treatment facilities due to construction and winter/summer reliability costs.
- **Debt Service**, a net increase of \$4,471,000 reflects an increase in the sum of principal payments and issuances for 2020.
- **Nitrogen Credits** are projected to be higher by \$347,000. DEEP establishes the rates for the DEEP Nitrogen Credit Program, which provides for the purchase of nitrogen credits to address the levels of nitrogen being discharged into Long Island Sound.
- **Pension** allotment increase of \$290,000 is based on the District's actuary and allocated upon payroll.
- **OPEB** is increasing by \$1,132,000, 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 \$943,200. The budget reflects costs associated with rising insurance costs and *Social Security*.
- **General Insurance** is higher by \$1,176,400 due to an increase in rates and new facilities being brought on-line.
- **Taxes and Fees**, an increase in 2020 by \$200,000 reflects anticipated spend.

Budget Summary

Expenditures: Changes by Major Object

- ***Special Agreements and Programs*** are expected to increase by \$4,458,400. This increase is primarily driven by the increase in Liability Claims related to the Non-Member Town Litigation.

Maintenance: \$62,600

- The ***Maintenance*** increase reflects the anticipated costs related to ***Infrastructure Equipment*** and other various ***Maintenance*** expenses.

Capital Outlay: (\$15,000)

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

Contingency: (\$2,020,000)

- The ***Contingency*** account has decreased 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 2020 overall budget.

OBJECT CODES	AMOUNT	% OF BUDGET
Debt	\$69,885,100	34.40%
Payroll	44,929,400	22.20%
General Operations	17,112,300	8.50%
Utilities	6,395,600	3.20%
Employee Benefits	17,037,100	8.40%
Maintenance	6,696,400	3.30%
Pension Regular	5,017,000	2.50%
Other Post Employee Benefits	8,734,000	4.30%
Insurance	5,818,500	2.90%
Chemicals	2,121,400	1.00%
Taxes and Fees	3,810,500	1.90%
Fuel for Incin., Pump. and Heating	1,424,500	0.70%
Contingency	1,980,000	1.00%
Nitrogen Credits	1,347,000	0.70%
Special Agrmts and Programs	8,460,600	4.20%
Legal Services	808,700	0.40%
Collection Services	900,000	0.40%
Total Operations	\$202,478,100	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Payroll Related	\$75,717,500	37.40%
Debt	69,885,100	34.51%
General Operations	17,112,300	8.45%
Contingency	1,980,000	0.98%
Utilities	7,820,100	3.86%
Maintenance	6,696,400	3.31%
Insurance	5,818,500	2.87%
Chemicals	2,121,400	1.05%
Taxes & Fees	3,810,500	1.88%
Legal	1,708,700	0.84%
Special Agrmts & Prgms	8,460,600	4.18%
Nitrogen Credits	1,347,000	0.67%
	\$202,478,100	100.00%

Budget Summary

Expenditures: Statistical Analysis

The following table shows the major changes from the 2019 Adopted Budget and the 2020 Proposed Budget.

Commitment Item	Expenditure Classification	2019 Adopted	2020 Proposed	Change	Percent Change
502286	System Support	500,000	1,662,000	1,162,000	232.40%
502247	Liability-Claims	3,000,000	8,792,800	5,792,800	193.09%
502153	Chlorine	25,000	46,000	21,000	84.00%
502275	Employee Activities	22,000	38,000	16,000	72.73%
502230	General Property	315,000	450,000	135,000	42.86%
502363	Interest & Note Issue Expense	636,100	893,600	257,500	40.48%
502203	Ground Care	209,100	288,300	79,200	37.88%
502288	DEP Nitrogen Credits	1,000,000	1,347,000	347,000	34.70%
501401	Standby & Premium Pay	239,200	300,600	61,400	25.67%
503301	Building Maintenance	399,500	499,500	100,000	25.03%
502204	Household Hazardous Waste Disposal	165,000	200,000	35,000	21.21%
502184	Custodial Services	366,500	441,400	74,900	20.44%
502416	Computer Equipment & Supplies	108,000	128,000	20,000	18.52%
502056	OPEB Trust Contribution	7,602,000	8,734,000	1,132,000	14.89%
502296	Consultant Services	1,869,100	2,035,600	166,500	8.91%
503208	Transportation Equipment	352,000	382,000	30,000	8.52%
502364	Interest on Bonds	22,866,000	24,741,500	1,875,500	8.20%
502358	Mobile Communications	295,000	318,000	23,000	7.80%
503217	Infrastructure Software	2,359,000	2,531,000	172,000	7.29%
502500	Blue Cross	12,716,000	13,626,000	910,000	7.16%
508360	Principal on Bonds	41,912,000	44,250,000	2,338,000	5.58%
501101	Regular Pay	39,275,300	39,942,300	667,000	1.70%
503218	Riverfront Facility Maintenance	1,250,000	1,087,500	(162,500)	-13.00%
502048	Grit/Screening Disposal	441,500	379,800	(61,700)	-13.98%
502650	Diversity Programs	70,000	60,000	(10,000)	-14.29%
502049	Licenses & Registration	20,400	17,200	(3,200)	-15.69%
502107	Office Supplies & Expenses	183,700	151,200	(32,500)	-17.69%
503312	Reservoir Structures	112,000	92,000	(20,000)	-17.86%
503311	Other Source Structures	37,500	30,000	(7,500)	-20.00%
502017	Postage	60,000	45,000	(15,000)	-25.00%
502212	Fuel for Pumping	174,500	122,300	(52,200)	-29.91%
502016	Police Services	655,000	450,000	(205,000)	-31.30%
503309	Sewers	70,000	45,000	(25,000)	-35.71%
509901	Contingencies	4,000,000	1,980,000	(2,020,000)	-50.50%
503304	Mains	82,000	7,000	(75,000)	-91.46%
502002	Colebrook Reservoir Lease	889,300	-	(889,300)	-100.00%

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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.

2020 Budget Expenditures

Budget Appropriations	Water	Sewer	Total
District Board	\$ 211,900	\$ 203,600	\$ 415,500
Executive Office	1,531,700	1,471,600	3,003,300
Legal	810,800	779,000	1,589,800
Information Technology	5,543,700	2,730,500	8,274,200
Finance	3,663,400	3,519,900	7,183,300
Environment, Health and Safety	486,500	467,500	954,000
Engineering and Planning	690,000	662,900	1,352,900
Customer Service	2,864,800	1,475,800	4,340,600
Operating Office	448,600	431,000	879,600
Operations	8,250,500	2,750,100	11,000,600
Laboratory Services	940,900	868,400	1,809,300
Water Pollution Control	-	17,616,800	17,616,800
Maintenance	5,866,400	5,636,200	11,502,600
Water Treatment & Supply	8,426,900	-	8,426,900
Patrol	1,672,100	-	1,672,100
Debt Service	33,825,200	36,468,600	70,293,800
Employee Benefits	17,024,700	13,929,300	30,954,000
General Insurance	3,556,000	2,370,700	5,926,700
Taxes and Fees	3,810,500	-	3,810,500
Special Agreements and Programs	7,994,400	1,497,200	9,491,600
Contingencies	-	1,980,000	1,980,000
Total Water and Sewer Budget	\$ 107,619,000	\$ 94,859,100	\$ 202,478,100
Hydroelectric			\$ 610,300

2020 Budget Revenues

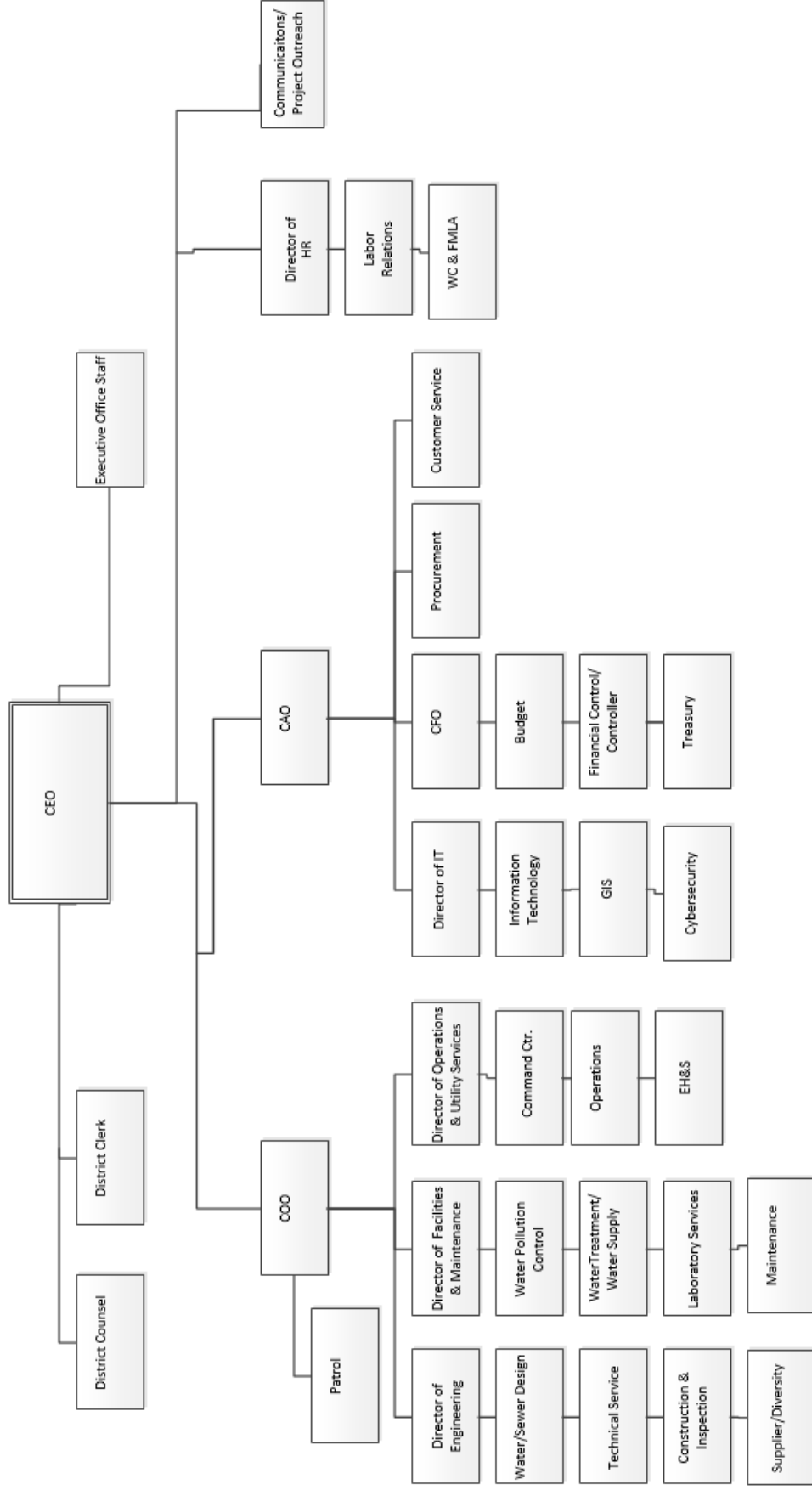
Revenue	Total
Water Revenues	
Operating Revenues	
Sale of Water	\$ 98,526,200
Other Operating Revenues	6,810,200
Subtotal Operating Revenues	<u>105,336,400</u>
Non-Operating Revenues	<u>2,282,600</u>
Total Source of Revenues – Water Operations	<u><u>\$ 107,619,000</u></u>
Sewer Revenues	
Operating Revenues	
Tax on Member Municipalities	\$ 51,475,700
Revenue from Other Government Agencies	5,566,400
Other Sewer Revenues	17,414,100
Sewer User Charge Revenues	20,402,900
Total Source of Revenues – Sewer Operations	<u><u>\$ 94,859,100</u></u>
Total Source of Revenues – Water and Sewer Operations	\$ 202,478,100
Hydroelectric Revenues	\$ 610,300

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EXPENDITURES

***SECTION
C***

The Metropolitan District



The Metropolitan District

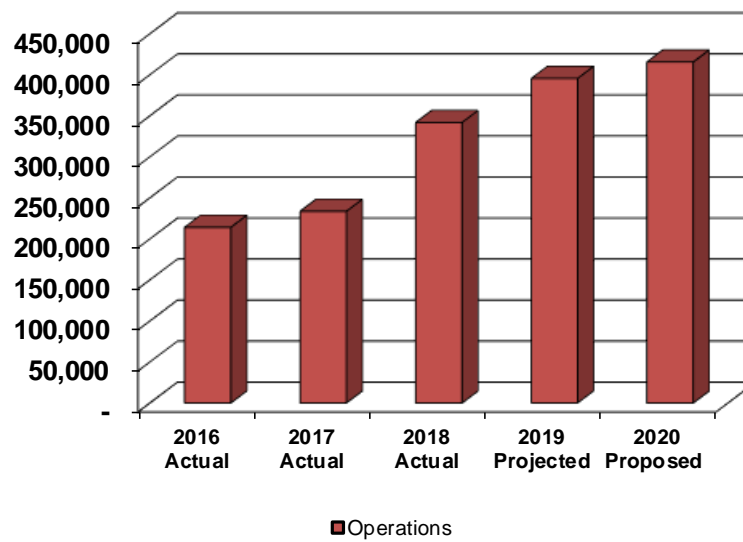
Description

- The Metropolitan District (MDC), Hartford County, Connecticut is a non-profit municipal corporation established in 1929 by Special Act 511 of the Connecticut General Assembly. Member municipalities incorporated in the District are: the City of Hartford and the Towns of East Hartford, West Hartford, Wethersfield, Rocky Hill, Newington, Bloomfield and Windsor. The total population served by the District is approximately 366,035.
- The MDC is mandated through its 1929 Charter to provide potable water as well as sanitary sewer and mapping services for its member municipalities and for other non-member service areas by special agreement. Additional powers granted the MDC through legislative amendments to its charter include: the development, construction and operation of hydroelectric power facilities.
- The establishment of policy for the MDC is the responsibility of a thirty-three member commission, commonly referred to as the District Board. Member town councils appoint seventeen of the commissioners, the Governor appoints eight, and designated members of the General Assembly appoint four. Non-member towns appoint four. All commissioners serve without remuneration during their respective terms.
- Responsibility for the overall administration and management of MDC policy, operations and services rests with the Chief Executive Officer. The MDC department structure consists of: Executive Office; Legal; Human Resources; Information Technology; Finance; Environment, Health and Safety; Engineering and Planning; Command Center; Operations; Laboratory Services; Water Pollution Control; Maintenance; Water Treatment and Water Supply; Patrol and Hydroelectric.
- As of the third quarter of 2019, there were approximately 470 active full time employees at The Metropolitan District.

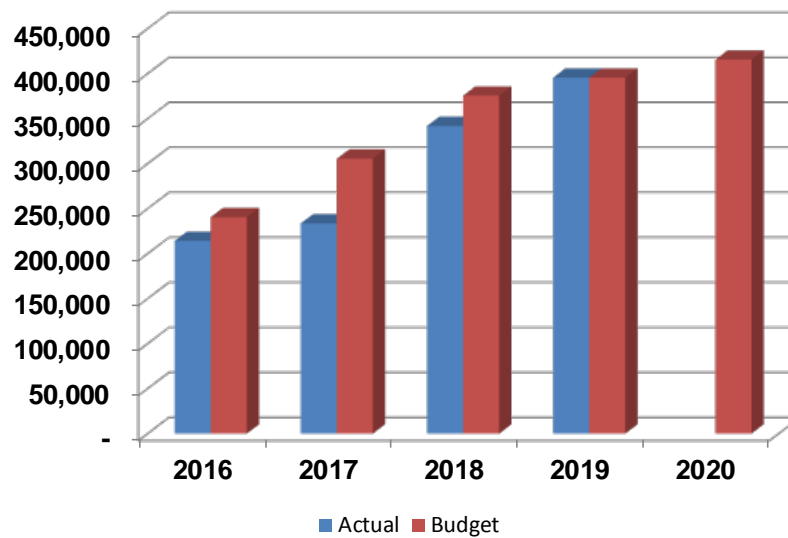
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District Board

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	-	-	-	-	-
Operations	214,056	233,600	341,804	395,500	415,500
Maintenance	-	-	-	-	-
Total	214,056	233,600	341,804	395,500	415,500



	2016	2017	2018	2019	2020
Actual	214,056	233,600	341,804	395,500	
Budget	240,500	305,500	375,500	395,500	415,500
Variance	(26,444)	(71,900)	(33,696)	-	

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 \$415,500, an increase of \$20,000 or 5.1% over the adopted level for 2019.

Operations: \$20,000

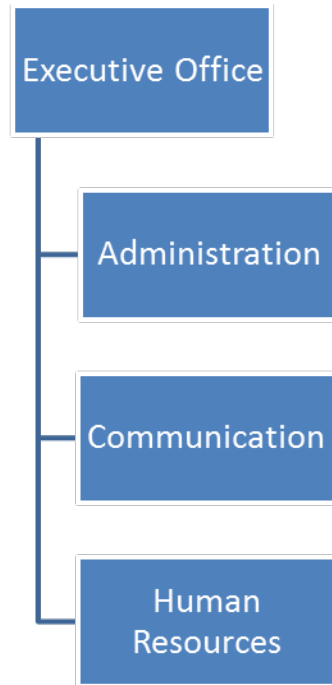
- Operational expenses are increasing based on increased Auditing for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502107	Office Supplies & Expenses	1,907	5,000	5,000	5,000
502274	Meeting Expenses	30,002	35,000	35,000	35,000
502278	Business Travel	526	500	500	500
502287	Outside Services	169,370	195,000	195,000	195,000
502290	Auditing	140,000	160,000	160,000	180,000
	Total Expenditure Classification	341,804	395,500	395,500	415,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	167,500	193,800	193,800	203,600
	Water Allocation 51%	174,304	201,700	201,700	211,900
	Total Funding Allocation	341,804	395,500	395,500	415,500

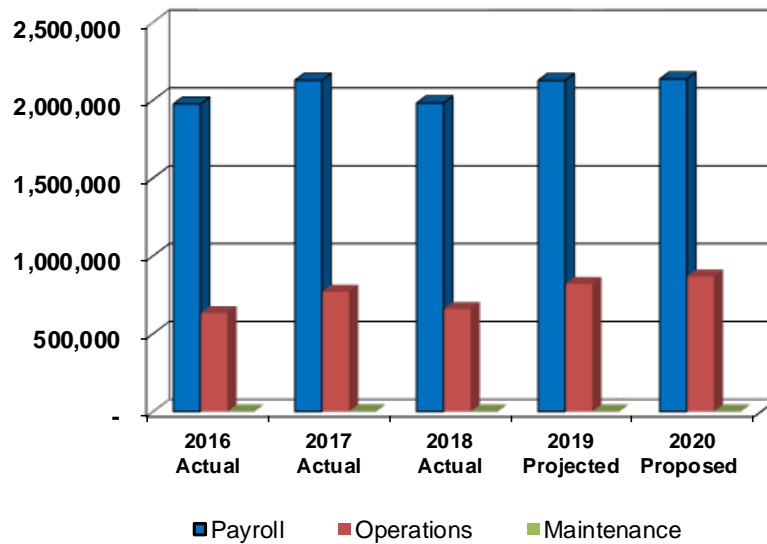
Executive Office

Administration
Communications
Human Resources

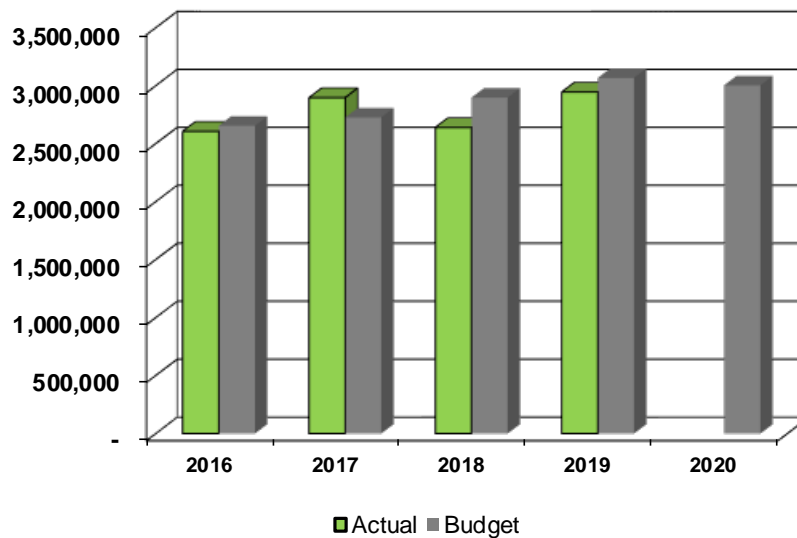


Executive Office

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	1,975,100	2,127,900	1,981,827	2,126,700	2,136,100
Operations	631,800	769,150	658,065	819,200	867,200
Maintenance	-	800	-	-	-
Total	2,606,900	2,897,850	2,639,892	2,945,900	3,003,300



	2016	2017	2018	2019	2020
Actual	2,606,900	2,897,850	2,639,892	2,945,900	
Budget	2,654,800	2,726,400	2,897,850	3,067,600	3,003,300
Variance	(47,900)	171,450	(257,958)	(121,700)	

Executive Office

Summary

Description

The Executive Office in 2020 consists of: Administration, Communications and Human Resources.

Budget Commentary

The overall Executive Office budget totals \$3,003,300 which reflects a decrease of \$64,300 or 2.1% decrease below the operating expenditure level adopted for the 2019 year. Details regarding the three activity budgets that comprise the Executive Office Department — Administration, Communications and Human Resources — are on subsequent pages.

Executive Office

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	878,020	950,300	950,300	923,300
Communications	432,815	593,200	593,200	600,600
Human Resources	1,329,057	1,524,100	1,402,400	1,479,400
Total Summary by Activity	2,639,892	3,067,600	2,945,900	3,003,300
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,763,658	1,994,300	1,872,600	1,880,500
Overtime	1,796	800	800	1,800
Temporary Help	212,923	250,000	250,000	250,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,450	3,300	3,300	3,800
Total Payroll	1,981,827	2,248,400	2,126,700	2,136,100
Operations	658,065	819,200	819,200	867,200
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Accounts	2,639,892	3,067,600	2,945,900	3,003,300
<u>Funding Allocation</u>				
Sewer Allocation 49%	1,293,500	1,503,100	1,443,500	1,471,600
Water Allocation 51%	1,346,392	1,564,500	1,502,400	1,531,700
Total Funding Allocation	2,639,892	3,067,600	2,945,900	3,003,300

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 \$923,300, decreasing by \$27,000 or 2.8% below the level adopted for 2019.

Payroll: (\$49,000)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by not funding a position for the full year.
- *Longevity Pay* has decreased due to participation.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	758,730	757,900	757,900	707,400
501201	Overtime	41	-	-	1,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,875	1,200	1,200	1,700
	Total Payroll	760,647	759,100	759,100	710,100
	<u>Operations</u>				
502008	Legal Advertising	2,671	12,000	12,000	12,000
502009	Liens Caveats Certificates of Installment	34,134	78,000	78,000	78,000
502107	Office Supplies & Expenses	5,251	6,000	6,000	6,000
502271	Dues-Professional Associations	47,678	60,000	60,000	80,000
502272	Books & Subscriptions	795	700	700	700
502274	Meeting Expenses	14,569	12,000	12,000	12,000
502278	Business Travel	3,843	1,500	1,500	3,500
502287	Outside Services	1,543	20,000	20,000	20,000
502634	Sponsored Events	6,889	1,000	1,000	1,000
	Total Operations	117,373	191,200	191,200	213,200
	Total Expenditure Classification	878,020	950,300	950,300	923,300
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	430,200	465,600	465,600	452,400
	Water Allocation 51%	447,820	484,700	484,700	470,900
	Total Funding Allocation	878,020	950,300	950,300	923,300

Communications**Description**

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

Budget Commentary

The Communication Department the 2020 proposed budget totals \$600,600, increasing by \$7,400 or 1.2% above 2019 adopted levels.

Payroll: \$7,400

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

Communications

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	236,593	245,800	245,800	253,200
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	350	400	400	400
	Total Payroll	236,943	246,200	246,200	253,600
	<u>Operations</u>				
502001	Advertising	2,245	5,500	5,500	5,500
502107	Office Supplies & Expenses	3,294	3,000	3,000	3,000
502253	Periodic Publications	65,361	87,000	87,000	87,000
502270	Seminars & Conventions	2,224	2,000	2,000	2,000
502274	Meeting Expenses	1,333	3,000	3,000	3,000
502287	Outside Services	-	62,000	62,000	62,000
502296	Consultant Services	91,398	138,000	138,000	138,000
502625	Public Education & Information	6,162	14,500	14,500	14,500
502627	Community Sponsorships & Conventions	15,000	15,000	15,000	15,000
502630	Promotional Materials	8,856	11,000	11,000	11,000
502633	Youth Education	-	6,000	6,000	6,000
	Total Operations	195,872	347,000	347,000	347,000
	Total Expenditure Classification	432,815	593,200	593,200	600,600
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	212,100	290,700	290,700	294,300
	Water Allocation 51%	220,715	302,500	302,500	306,300
	Total Funding Allocation	432,815	593,200	593,200	600,600

Human Resources**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 2020 budget for the Human Resources department totals \$1,479,400, a decrease of \$44,700 or 3.0% below the adopted budget level for 2019.

Payroll: (\$70,700)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and offset by a delay in filling a position.

Operations: \$26,000

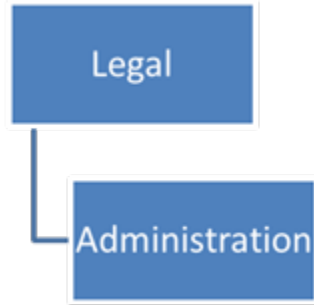
- *Employee Activities, Employee Services* and other allotments have increased from prior year.

Human Resources

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	768,335	990,600	868,900	919,900
501201	Overtime	1,754	800	800	800
501301	Temporary Help	212,923	250,000	250,000	250,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,225	1,700	1,700	1,700
	Total Payroll	984,237	1,243,100	1,121,400	1,172,400
	<u>Operations</u>				
502011	Meal Allowances	10	-	-	-
502026	Clothing & Apparel	160	-	-	-
502027	Mileage Reimbursement	446	-	-	-
502107	Office Supplies & Expenses	9,192	6,800	6,800	3,800
502118	Employee Testing & Recruiting	28,311	29,000	29,000	29,000
502225	Employee Tuition	25,813	50,000	50,000	50,000
502270	Seminars & Conventions	1,305	1,600	1,600	1,600
502271	Dues-Professional Associations	1,330	1,200	1,200	1,200
502272	Books & Subscriptions	-	400	400	400
502273	Employee Education Program	37,267	-	-	-
502275	Employee Activities	37,446	22,000	22,000	38,000
502279	Employee Services	30,252	7,000	7,000	13,000
502280	Grievance Expenses	2,626	5,000	5,000	5,000
502293	Medical Services	49,492	38,000	38,000	38,000
502296	Consultant Services	109,292	100,000	100,000	100,000
502644	Outside Services - Training	-	-	-	7,000
502650	Diversity Programs	11,879	20,000	20,000	20,000
	Total Operations	344,820	281,000	281,000	307,000
	Total Expenditure Classification	1,329,057	1,524,100	1,402,400	1,479,400
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	651,200	746,800	687,200	724,900
	Water Allocation 51%	677,857	777,300	715,200	754,500
	Total Funding Allocation	1,329,057	1,524,100	1,402,400	1,479,400

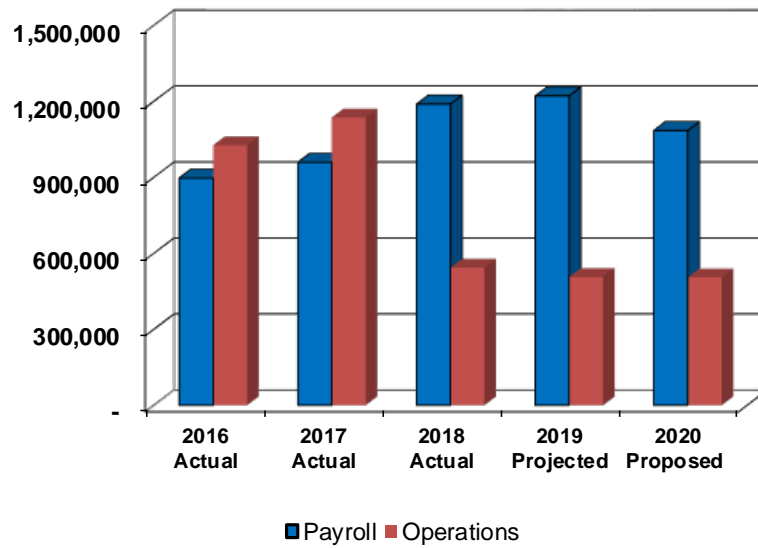
Legal

Administration

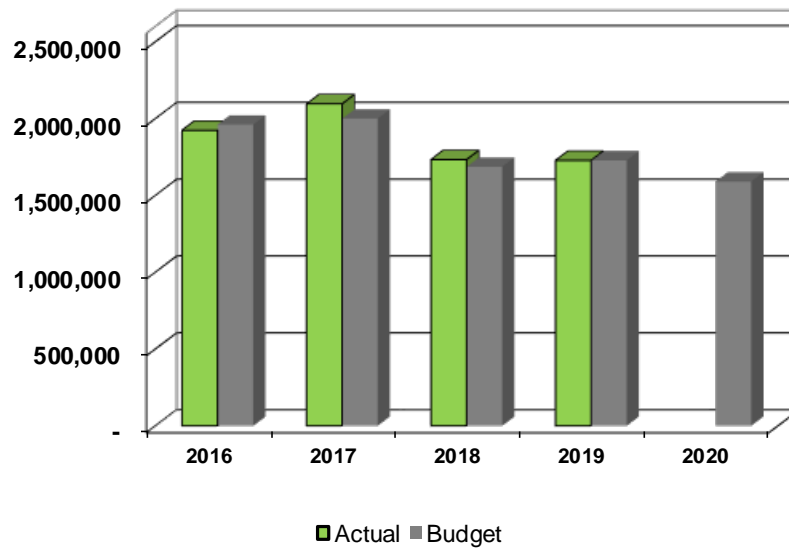


Legal

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	896,982	959,400	1,189,275	1,221,400	1,084,800
Operations	1,026,457	1,136,200	543,658	506,500	505,000
Maintenance	-	-	-	-	-
Total	1,923,439	2,095,600	1,732,933	1,727,900	1,589,800



	2016	2017	2018	2019	2020
Actual	1,923,439	2,095,600	1,732,933	1,727,900	
Budget	1,960,700	1,999,300	1,685,900	1,727,900	1,589,800
Variance	(37,261)	96,300	47,033	-	

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 2020 totals \$1,589,800, which is a decrease of \$138,100 or 8.0% below the expenditure level approved for 2019.

Payroll: (\$136,600)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by a decrease in headcount.

Administration

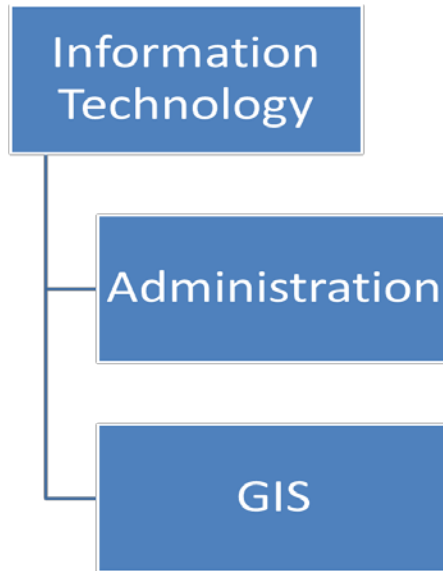
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,188,225	1,219,700	1,219,700	1,083,700
501201	Overtime	-	-	-	-
501301	Temporary Help	-	600	600	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,050	1,100	1,100	1,100
	Total Payroll	1,189,275	1,221,400	1,221,400	1,084,800
	<u>Operations</u>				
502027	Vehicle Mileage	2,061	500	500	500
502107	Office Supplies & Expenses	2,890	4,500	4,500	3,000
502270	Seminars & Conventions	4,480	2,500	2,500	2,500
502271	Dues-Professional Associations	8,224	1,300	1,300	1,300
502274	Meeting Expenses	2,319	2,000	2,000	2,000
502292	Legal Services	495,160	400,000	400,000	400,000
502296	Consultant Services	28,523	95,700	95,700	95,700
	Total Operations	543,658	506,500	506,500	505,000
	Total Expenditure Classification	1,732,933	1,727,900	1,727,900	1,589,800
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	849,100	846,700	846,700	779,000
	Water Allocation 51%	883,833	881,200	881,200	810,800
	Total Funding Allocation	1,732,933	1,727,900	1,727,900	1,589,800

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Information Technology

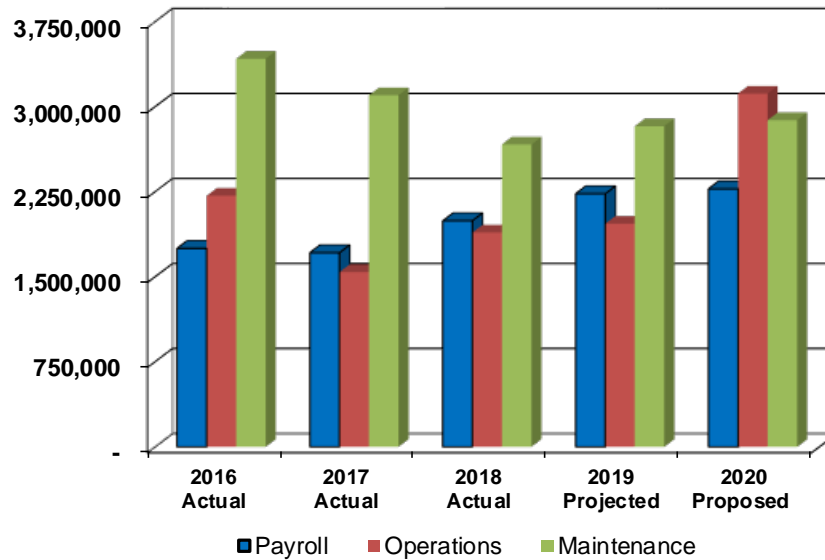
Administration

Geographic Information System

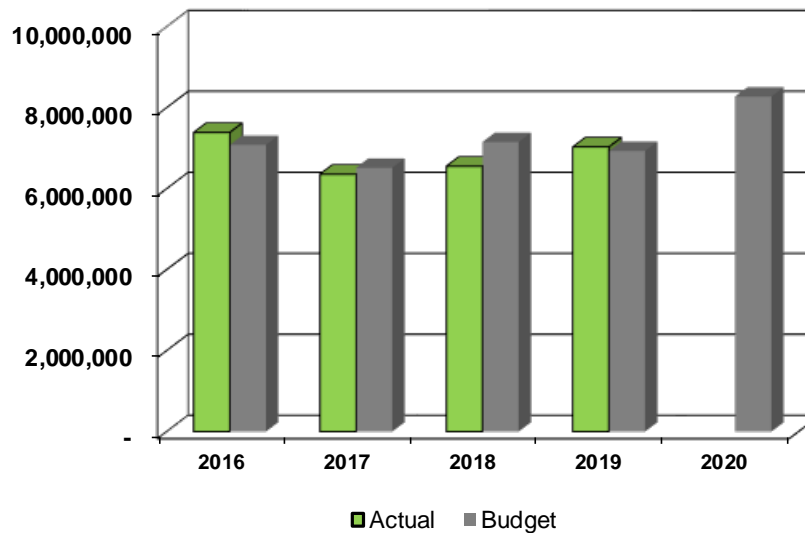


Information Technology

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	1,750,833	1,713,000	1,994,757	2,232,700	2,276,000
Operations	2,215,228	1,542,200	1,891,083	1,969,150	3,116,200
Maintenance	3,423,687	3,102,100	2,667,340	2,829,000	2,882,000
Total	7,389,748	6,357,300	6,553,180	7,030,850	8,274,200



	2016	2017	2018	2019	2020
Actual	7,389,748	6,357,300	6,553,180	7,030,850	
Budget	7,079,900	6,515,700	7,151,850	6,928,100	8,274,200
Variance	309,848	(158,400)	(598,670)	102,750	

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 \$8,274,200 which reflects a increase of \$1,346,100 or 19.4% increase above the operating expenditure level adopted for the 2019 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	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	5,966,324	6,279,400	6,382,150	7,608,700
GIS	586,856	648,700	648,700	665,500
Total Summary by Activity	6,553,180	6,928,100	7,030,850	8,274,200
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,950,426	2,120,800	2,152,400	2,195,700
Overtime	22,290	75,000	75,000	75,000
Temporary Help	16,691	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	5,350	5,300	5,300	5,300
Total Payroll	1,994,757	2,201,100	2,232,700	2,276,000
Operations	1,891,083	1,944,000	1,969,150	3,116,200
Maintenance	2,667,340	2,783,000	2,829,000	2,882,000
Total Summary by Major Accounts	6,553,180	6,928,100	7,030,850	8,274,200
<u>Funding Allocation</u>				
Sewer Allocation 33%	2,162,600	2,286,300	2,320,200	2,730,500
Water Allocation 67%	4,390,580	4,641,800	4,710,650	5,543,700
Total Funding Allocation	6,553,180	6,928,100	7,030,850	8,274,200

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 2020 is \$7,608,700, which is an increase of \$1,329,300 or 21.2% above the adopted 2019 level.

Payroll: \$58,100

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

Operations: \$1,172,200

- *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.
- *Mobile Communications* is increasing due to iPad workstation deployment.
- *Computer Equipment & Supplies* is increasing based on 2019 spend, offsetting this are decreases in various other allotments.

Maintenance: \$99,000

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i><u>Payroll</u></i>				
501101	Regular Pay	1,424,093	1,578,400	1,610,000	1,636,500
501201	Overtime	21,717	75,000	75,000	75,000
501301	Temporary Help	16,691	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,650	2,200	2,200	2,200
	<i>Total Payroll</i>	<i>1,465,151</i>	<i>1,655,600</i>	<i>1,687,200</i>	<i>1,713,700</i>
	<i><u>Operations</u></i>				
502027	Mileage Reimbursement	81	500	500	500
502107	Office Supplies & Expenses	1,163	2,500	3,000	2,500
502170	Website Expenses	3,392	3,000	3,000	3,000
502270	Seminars & Conventions	648	300	300	300
502271	Dues-Professional Associations	6,799	5,000	5,600	5,000
502272	Books & Subscriptions	939	500	26,450	500
502273	Employee Education Program	5,518	-	7,000	25,200
502274	Meeting Expenses	-	500	500	500
502278	Business Travel	1,247	2,500	2,500	2,500
502286	System Support	416,070	500,000	578,500	1,662,000
502287	Outside Services	184,553	220,000	112,500	130,000
502313	Photocopier Rental	83,101	62,000	62,600	67,000
502353	Telephone - Data & Voice	775,817	718,000	745,000	745,000
502358	Mobile Communications	271,141	295,000	287,500	318,000
502416	Computer Equipment & Supplies	135,472	100,000	100,000	120,000
	<i>Total Operations</i>	<i>1,885,941</i>	<i>1,909,800</i>	<i>1,934,950</i>	<i>3,082,000</i>
	<i><u>Maintenance</u></i>				
503216	Infrastructure Equipment	406,030	425,000	370,000	425,000
503217	Infrastructure Software	2,209,201	2,289,000	2,390,000	2,388,000
	<i>Total Maintenance</i>	<i>2,615,232</i>	<i>2,714,000</i>	<i>2,760,000</i>	<i>2,813,000</i>
	<i>Total Expenditure Classification</i>	<i>5,966,324</i>	<i>6,279,400</i>	<i>6,382,150</i>	<i>7,608,700</i>
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 33%	1,968,900	2,072,200	2,106,100	2,510,900
	Water Allocation 67%	3,997,424	4,207,200	4,276,050	5,097,800
	<i>Total Funding Allocation</i>	<i>5,966,324</i>	<i>6,279,400</i>	<i>6,382,150</i>	<i>7,608,700</i>

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 2020 is \$665,700, an increase of \$16,800 or 2.6% above the 2019 adopted level.

Payroll: \$16,800

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

Operations: \$0

- There are no anticipated budget changes for 2020

Maintenance: \$0

- There are no anticipated budget changes for 2020.

GIS Services

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	526,333	542,400	542,400	559,200
501201	Overtime	573	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,700	3,100	3,100	3,100
	Total Payroll	529,606	545,500	545,500	562,300
	<u>Operations</u>				
502115	Computer Software	-	13,000	13,000	13,000
502255	Blueprints, Maps, & Charts	4,004	6,000	6,000	6,000
502270	Seminars & Conventions	265	700	700	700
502271	Dues-Professional Associations	-	500	500	500
502287	Outside Services	-	10,000	10,000	10,000
502416	Computer Equipment & Supplies	873	4,000	4,000	4,000
	Total Operations	5,142	34,200	34,200	34,200
	<u>Maintenance</u>				
503207	Tool & Work Equipment	-	1,600	1,600	1,600
503215	GIS Support Maintenance	52,108	67,400	67,400	67,400
	Total Maintenance	52,108	69,000	69,000	69,000
	Total Expenditure Classification	586,856	648,700	648,700	665,500
	<u>Funding Allocation</u>				
	Sewer Allocation 33%	193,700	214,100	214,100	219,600
	Water Allocation 67%	393,156	434,600	434,600	445,900
	Total Funding Allocation	586,856	648,700	648,700	665,500

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Finance Procurement

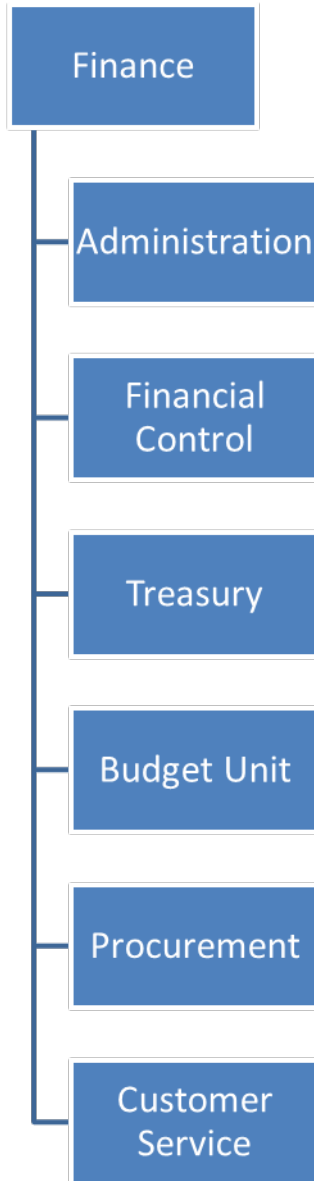
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Finance

Procurement

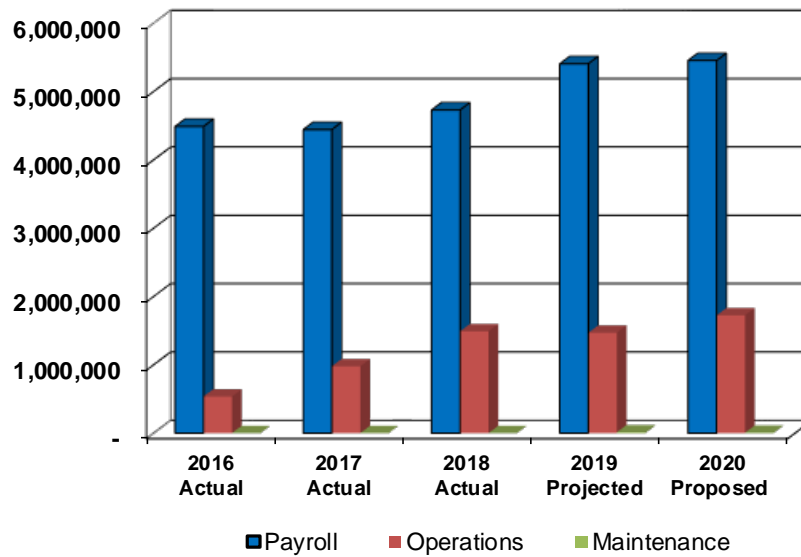
Finance

Administration
Financial Control
Treasury
Budget Unit
Procurement
Customer Service

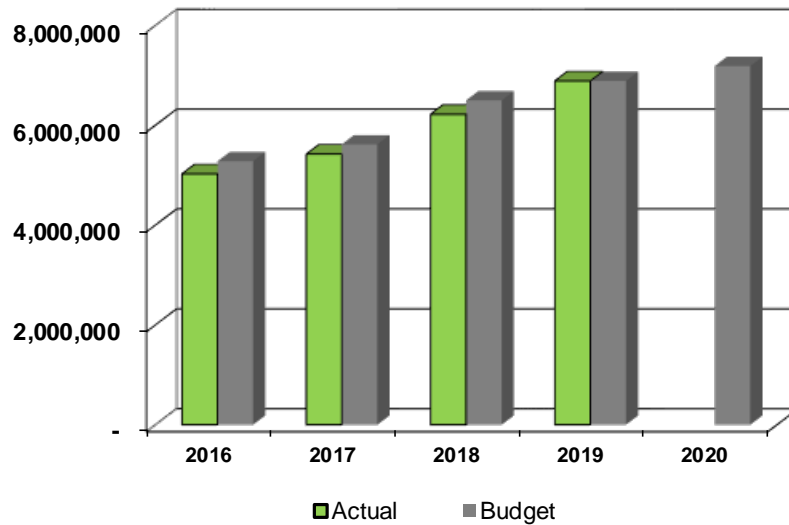


Finance

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	4,488,254	4,443,300	4,729,718	5,406,200	5,453,800
Operations	536,247	977,900	1,490,062	1,469,300	1,723,500
Maintenance	-	800	-	10,800	6,000
Total	5,024,501	5,422,000	6,219,780	6,886,300	7,183,300



	2016	2017	2018	2019	2020
Actual	5,024,501	5,422,000	6,219,780	6,886,300	
Budget	5,279,100	5,616,800	6,497,000	6,886,300	7,183,300
Variance	(254,599)	(194,800)	(277,220)	-	

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 2020 is \$7,183,300, which is an increase of \$297,000 or 5.5% above the adopted budget level for 2019. Budget details for the activities comprising the Finance Department follow.

Finance

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	416,584	482,200	482,200	1,027,800
Financial Control	1,471,956	1,378,000	1,378,000	1,302,600
Treasury	1,072,354	1,337,800	1,337,800	1,205,700
Budget Unit	326,636	496,400	496,400	567,100
Procurement	1,005,896	1,066,800	1,066,800	916,300
Customer Service	1,926,353	2,125,100	2,125,100	2,163,800
<i>Total Summary by Activity</i>	6,219,780	6,886,300	6,886,300	7,183,300
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,686,045	5,296,200	5,296,200	5,346,700
Overtime	27,914	82,500	82,500	87,500
Temporary Help	1,474	11,000	11,000	9,000
Standby & Premium Pay	4,185	5,000	5,000	-
Longevity Pay	10,100	11,500	11,500	10,600
<i>Total Payroll</i>	4,729,718	5,406,200	5,406,200	5,453,800
Operations	1,490,062	1,469,300	1,469,300	1,723,500
Maintenance	-	10,800	10,800	6,000
Capital	-	-	-	-
<i>Total Summary by Major Account</i>	6,219,780	6,886,300	6,886,300	7,183,300
<u>Funding Allocation</u>				
Sewer Allocation 49%	3,047,800	3,374,200	3,374,200	3,519,900
Water Allocation 51%	3,171,980	3,512,100	3,512,100	3,663,400
<i>Total Funding Allocation</i>	6,219,780	6,886,300	6,886,300	7,183,300

Administration**Description**

The Finance Department's Administration unit is headed by the Chief Administrative Officer, 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 2020 budget of \$1,027,800 for Administration, which is an increase of \$545,600 or 113.1% above the 2019 adopted budget.

Payroll: \$198,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the funding of the newly appointed positions of Chief Administrative Officer, Director of Finance/ Chief Financial Officer and Professional Level Trainee in 2020.

Operations: \$346,900

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	389,824	314,600	314,600	513,600
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	300	300	-
	Total Payroll	390,074	314,900	314,900	513,600
	<u>Operations</u>				
502027	Mileage Reimbursement	120	500	500	200
502107	Office Supplies & Expenses	981	1,000	1,000	1,500
502270	Seminars & Conventions	196	6,800	6,800	7,500
502271	Dues-Professional Associations	1,505	1,500	1,500	1,000
502274	Meeting Expenses	1,490	2,000	2,000	4,000
502278	Business Travel	507	500	500	-
502287	Outside Services	-	155,000	155,000	500,000
502290	Auditing Services	21,711	-	-	-
	Total Operations	26,510	167,300	167,300	514,200
	Total Expenditure Classification	416,584	482,200	482,200	1,027,800
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	204,100	236,300	236,300	503,600
	Water Allocation 51%	212,484	245,900	245,900	524,200
	Total Funding Allocation	416,584	482,200	482,200	1,027,800

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 2020 totals \$1,302,600, which is a decrease of \$75,400 or 5.5% above the below adopted for 2019.

Payroll: \$19,600

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

Operations: (\$95,000)

- 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 2020.

Financial Control

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	915,206	1,123,000	1,123,000	1,143,200
501201	Overtime	347	35,000	35,000	35,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	2,900	3,000	3,000	2,400
	Total Payroll	918,452	1,161,000	1,161,000	1,180,600
	<u>Operations</u>				
502107	Office Supplies & Expenses	10,614	6,000	6,000	8,000
502251	Printed Forms	-	1,000	1,000	1,000
502270	Seminars & Conventions	1,726	7,000	7,000	11,000
502271	Dues-Professional Associations	535	1,000	1,000	2,000
502272	Books & Subscriptions	-	1,000	1,000	-
502273	Employee Education Program	1,116	-	-	-
502274	Meeting Expenses	38	-	-	-
502278	Business Travel	1,304	1,000	1,000	-
502287	Outside Services	212,376	200,000	200,000	100,000
502296	Consultant Services	325,795	-	-	-
	Total Operations	553,504	217,000	217,000	122,000
	Total Expenditure Classification	1,471,956	1,378,000	1,378,000	1,302,600
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	721,300	675,200	675,200	638,300
	Water Allocation 51%	750,656	702,800	702,800	664,300
	Total Funding Allocation	1,471,956	1,378,000	1,378,000	1,302,600

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 \$1,205,700 has decreased by \$132,100 or 9.9% below the 2019 approved budget.

Payroll: (\$66,800)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. The payroll has decreased due to the transfer of a position in the department to Utility Service – 2120015.
- The establishment of *Temporary Help* for help not covered during the intern program.

Operations: (\$65,300)

- *Outside Services* have decreased to reflect historical spending.

Treasury

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,015,070	1,203,300	1,203,300	1,146,500
501201	Overtime	15,820	30,000	30,000	25,000
501301	Temporary Help	-	2,000	2,000	2,000
501401	Standby & Premium Pay	4,185	5,000	5,000	-
501601	Longevity Pay	2,225	2,700	2,700	2,700
	Total Payroll	1,037,300	1,243,000	1,243,000	1,176,200
	<u>Operations</u>				
502026	Clothing & Apparel	600	300	300	-
502107	Office Supplies & Expenses	4,761	4,500	4,500	4,500
502251	Printed Forms	2,650	5,000	5,000	5,000
502270	Seminars & Conventions	-	3,000	3,000	3,000
502271	Dues-Professional Associations	663	1,000	1,000	1,000
502272	Books & Subscriptions	21	1,000	1,000	1,000
502273	Employee Education Program	8,512	-	-	-
502287	Outside Services	17,847	80,000	80,000	15,000
	Total Operations	35,054	94,800	94,800	29,500
	Total Expenditure Classification	1,072,354	1,337,800	1,337,800	1,205,700
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	525,500	655,500	655,500	590,800
	Water Allocation 51%	546,854	682,300	682,300	614,900
	Total Funding Allocation	1,072,354	1,337,800	1,337,800	1,205,700

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 2020 totals \$567,100, an increase of \$70,700 or 14.2% above the 2019 level.

Payroll: \$64,500

- *Regular Pay* includes increments and cost-of-living increases for eligible employees; also increase funding is due to the filling of the Manager of Budgeting position.

Operations: \$6,200

- Expenses for *Seminars & Conventions* is increasing based on employee participation at seminars.
- Expenses for *Other Printing* is increasing based upon an increase in printing and publishing costs needed for the printing of the annual District Budget Book.

Budget Unit

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i><u>Payroll</u></i>				
501101	Regular Pay	303,907	480,800	480,800	547,300
501201	Overtime	-	-	-	-
501301	Temporary Help	1,114	2,000	2,000	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	300	300	300
	<i>Total Payroll</i>	305,271	483,100	483,100	547,600
	<i><u>Operations</u></i>				
502107	Office Supplies & Expenses	1,263	1,000	1,000	1,000
502259	Other Printing	10,313	10,000	10,000	15,000
502270	Seminars and Conventions	-	2,000	2,000	3,000
502271	Dues-Professional Associations	127	300	300	500
502273	Employee Education Program	9,663	-	-	-
502311	Data Processing Equip Rental	-	-	-	-
	<i>Total Operations</i>	21,365	13,300	13,300	19,500
	<i>Total Expenditure Classification</i>	326,636	496,400	496,400	567,100
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 49%	160,100	243,200	243,200	277,900
	Water Allocation 51%	166,536	253,200	253,200	289,200
	<i>Total Funding Allocation</i>	326,636	496,400	496,400	567,100

Procurement**Description**

The Procurement activity is headed by the Chief Administrative Officer. 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 2020 Procurement budget is \$916,300, which is a decrease of \$150,500 or 14.1% below the 2019 adopted level.

Payroll: (\$150,400)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offsetting these increases the Director of Procurement position is currently vacant and will not be funded in 2020.

Operations: (\$100)

- The expenditure line for Business Travel will not be funded in 2020 because there are no anticipated business trips in 2020.

Procurement

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	947,985	987,900	987,900	837,400
501201	Overtime	458	2,500	2,500	2,500
501301	Temporary Help	360	5,000	5,000	5,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,300	1,500	1,500	1,600
	<i>Total Payroll</i>	950,103	996,900	996,900	846,500
	<u>Operations</u>				
502008	Legal Advertising	10,786	12,000	12,000	12,000
502027	Mileage Reimbursement	-	100	100	100
502107	Office Supplies & Expenses	4,287	4,000	4,000	4,000
502270	Seminars & Conventions	410	1,500	1,500	2,500
502271	Dues-Professional Associations	312	500	500	500
502272	Books & Subscriptions	-	200	200	200
502274	Meeting Expenses	471	500	500	500
502278	Business Travel	1,191	1,100	1,100	-
502287	Outside Services	38,335	50,000	50,000	50,000
	<i>Total Operations</i>	55,792	69,900	69,900	69,800
	<i>Total Expenditure Classification</i>	1,005,896	1,066,800	1,066,800	916,300
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	492,900	522,700	522,700	449,000
	Water Allocation 51%	512,996	544,100	544,100	467,300
	<i>Total Funding Allocation</i>	1,005,896	1,066,800	1,066,800	916,300

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 2020 totals \$2,163,800 reflecting an increase of \$38,700 or 1.8% above the 2019 adopted level.

Payroll: (\$18,000)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- The establishment of *Temporary Help* for help not covered during the intern program.

Operations: \$61,500

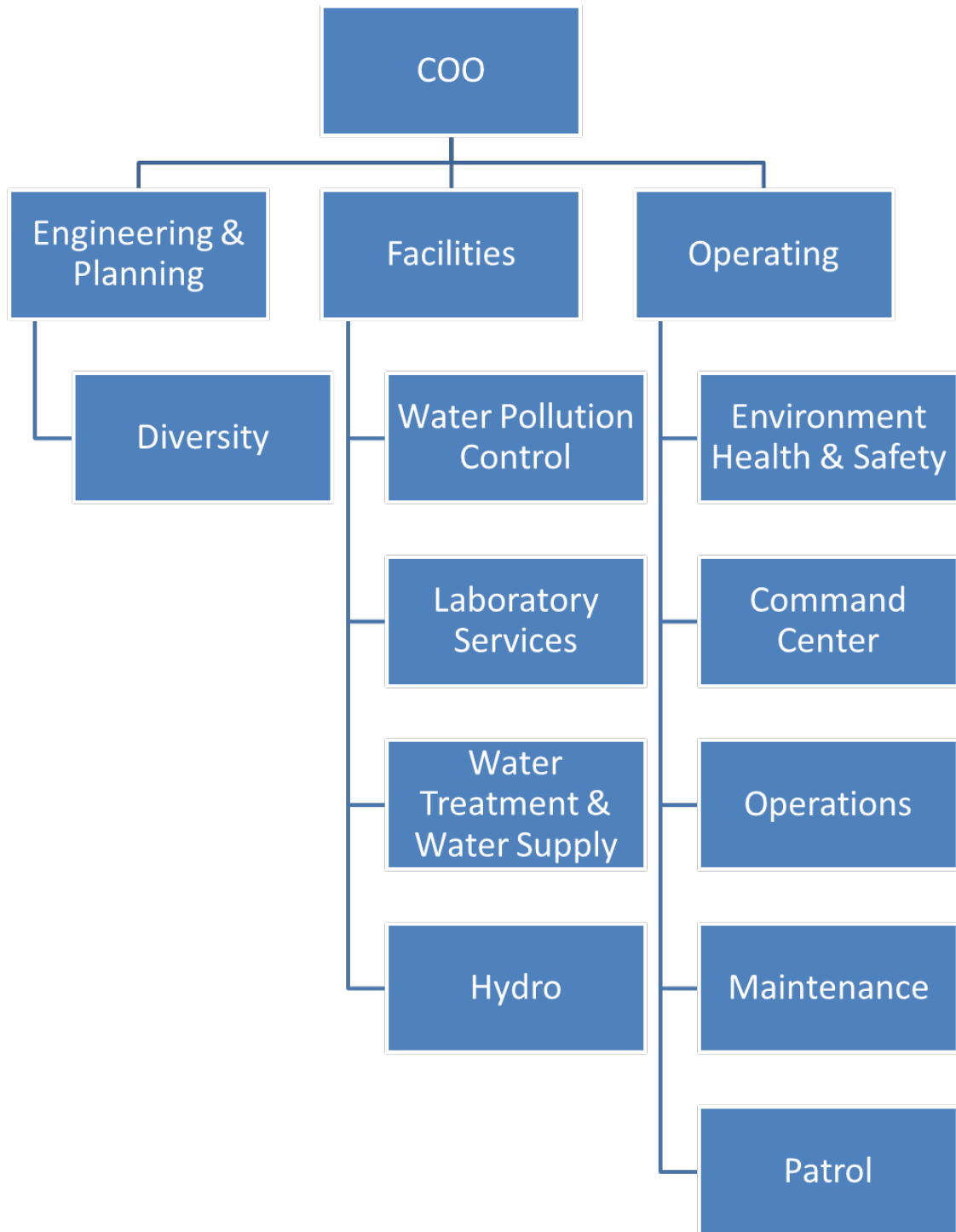
- *Postage, Envelopes* are decreasing as a result of using a customer billing provider and customers opting for electronic bills.
- *Outside Services* are increasing based on monthly billing expenditures.
- *Photocopier Rental* and *Equipment Rental* are increasing based on renewal of contracts for high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

Customer Service

Commitment		2018	2019	2019	2020
Item	Expenditure Classification	Actual	Adopted	Projected	Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,114,053	1,186,600	1,186,600	1,158,700
501201	Overtime	11,290	15,000	15,000	25,000
501301	Temporary Help	-	2,000	2,000	2,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,175	3,700	3,700	3,600
	Total Payroll	1,128,518	1,207,300	1,207,300	1,189,300
	<u>Operations</u>				
502017	Postage	27,420	50,000	50,000	35,000
502026	Clothing & Apparel	300	-	-	-
502107	Office Supplies & Expenses	7,697	7,500	7,500	7,500
502250	Envelopes	1,158	40,000	40,000	40,000
502259	Other Printing	-	5,000	5,000	5,000
502274	Meeting Expenses	-	500	500	500
502271	Dues-Professional Associations	-	1,000	1,000	500
502287	Outside Services	694,757	726,000	726,000	800,000
502313	Photocopier Rental	42,063	61,000	61,000	60,000
502319	Equipment Rental	24,441	16,000	16,000	20,000
	Total Operations	797,835	907,000	907,000	968,500
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	10,800	10,800	6,000
	Total Maintenance	-	10,800	10,800	6,000
	Total Expenditure Classification	1,926,353	2,125,100	2,125,100	2,163,800
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	943,900	1,041,300	1,041,300	1,060,300
	Water Allocation 51%	982,453	1,083,800	1,083,800	1,103,500
	Total Funding Allocation	1,926,353	2,125,100	2,125,100	2,163,800

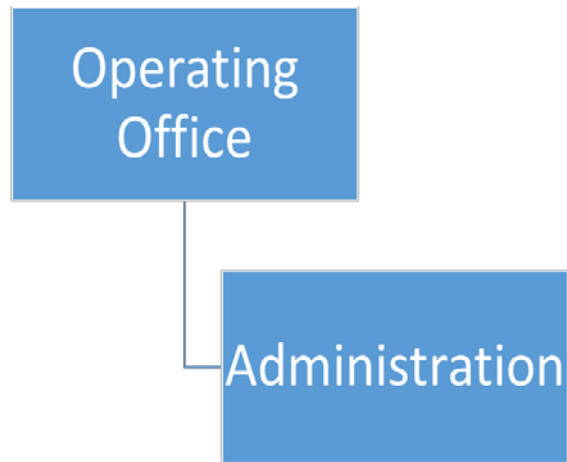
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Engineering & Planning
Operating Office
Environment, Health & Safety
Command Center
Diversity
Operations
Laboratory Services
Water Pollution Control
Maintenance
Water Treatment & Supply
Patrol
Hydro



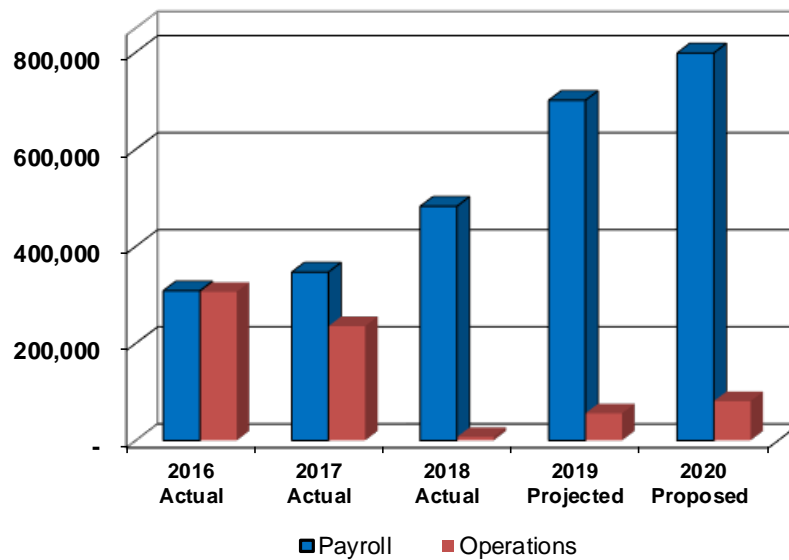
Operating Office

Administration

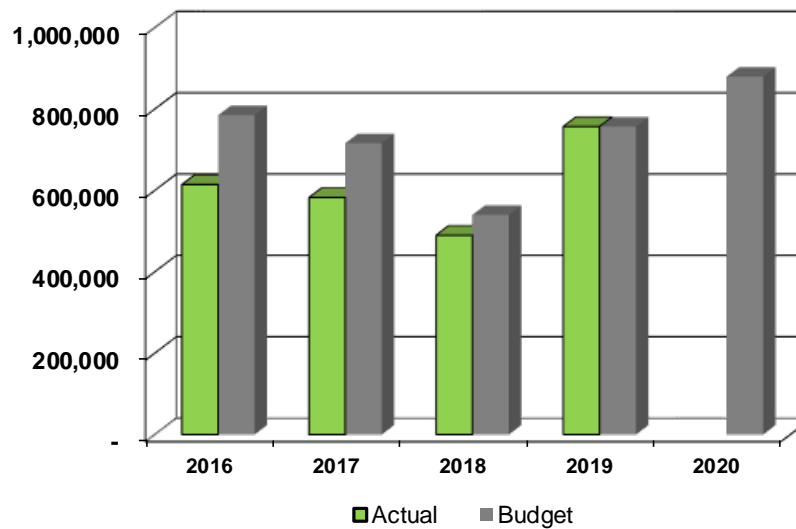


Operating Office

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	308,450	347,000	482,706	701,000	798,600
Operations	306,162	235,700	7,266	56,000	81,000
Maintenance	-	-	-	-	-
Total	614,612	582,700	489,973	757,000	879,600



	2016	2017	2018	2019	2020
Actual	614,612	582,700	489,973	757,000	
Budget	785,200	716,200	539,900	757,000	879,600
Variance	(170,588)	(133,500)	(49,927)	-	

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 2020 totals \$879,600, increasing by \$122,600 or 16.2% above the 2019 adopted level. Budget details for the activities comprising the Operating Office follow.

Operating Office

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<i>Summary by Activity</i>				
Administration	489,973	757,000	757,000	879,600
<i>Total Summary by Activity</i>	489,973	757,000	757,000	879,600
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	479,379	698,400	698,400	795,500
Overtime	1,074	2,000	2,000	2,000
Temporary	1,504	-	-	-
Longevity Pay	750	600	600	1,100
<i>Total Payroll</i>	482,706	701,000	701,000	798,600
Operations	7,266	56,000	56,000	81,000
<i>Total Summary by Major Account</i>	489,973	757,000	757,000	879,600
<i>Funding Allocation</i>				
Sewer Allocation 49%	240,100	370,900	370,900	431,000
Water Allocation 51%	249,873	386,100	386,100	448,600
<i>Total Funding Allocation</i>	489,973	757,000	757,000	879,600

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 2020 totals \$879,600, increasing by \$122,600 or 16.2% above the 2019 adopted level.

Payroll: \$97,600

- *Regular Pay* includes increments for eligible employees and the transfer of the Administrative Assistant position from Engineering & Planning Administration (2010015).
- *The establishment of Overtime* for eligible employees who work beyond their workday.
- *Longevity expense* has increased based upon participation.

Operations: \$25,000

- The establishment of the *Employee Education Program* allotment for training in 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	479,379	698,400	698,400	795,500
501201	Overtime	1,074	2,000	2,000	2,000
501301	Temporary Help	1,504	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	750	600	600	1,100
	Total Payroll	482,706	701,000	701,000	798,600
	<u>Operations</u>				
502026	Clothing & Apparel	-	500	500	500
502027	Mileage Reimbursement	366	-	-	-
502049	Licenses and Registration	285	1,500	1,500	1,500
502107	Office Supplies & Expenses	3,858	4,000	4,000	4,000
502270	Seminars & Conventions	563	4,000	4,000	4,000
502271	Dues-Professional Associations	-	2,000	2,000	2,000
502273	Employee Education Program	-	40,000	40,000	65,000
502274	Meeting Expenses	2,194	4,000	4,000	4,000
	Total Operations	7,266	56,000	56,000	81,000
	Total Expenditure Classification	489,973	757,000	757,000	879,600
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	240,100	370,900	370,900	431,000
	Water Allocation 51%	249,873	386,100	386,100	448,600
	Total Funding Allocation	489,973	757,000	757,000	879,600

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Engineering & Planning

Administration

Diversity

Technical Services

Engineering Services

Construction Services

Survey & Inspection

Engineering & Planning

Administration

Diversity

Survey &
Inspection

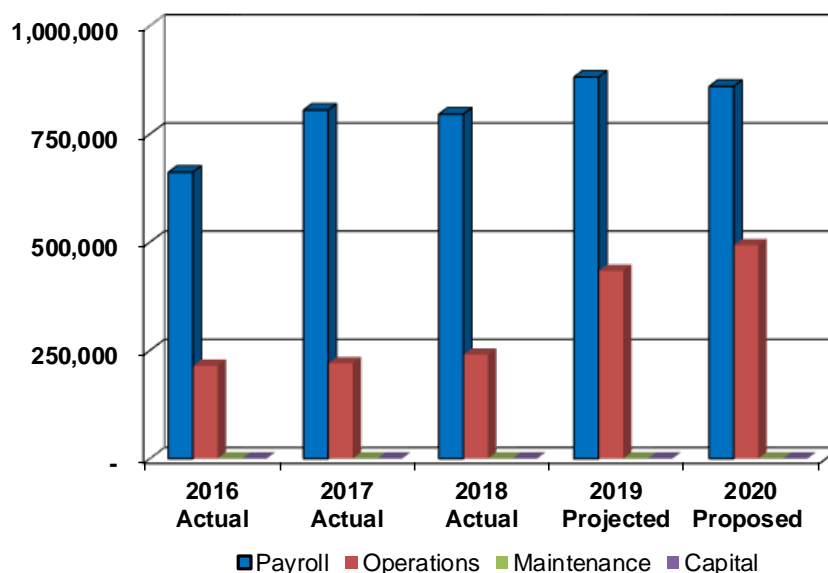
Engineering
Services

Construction
Services

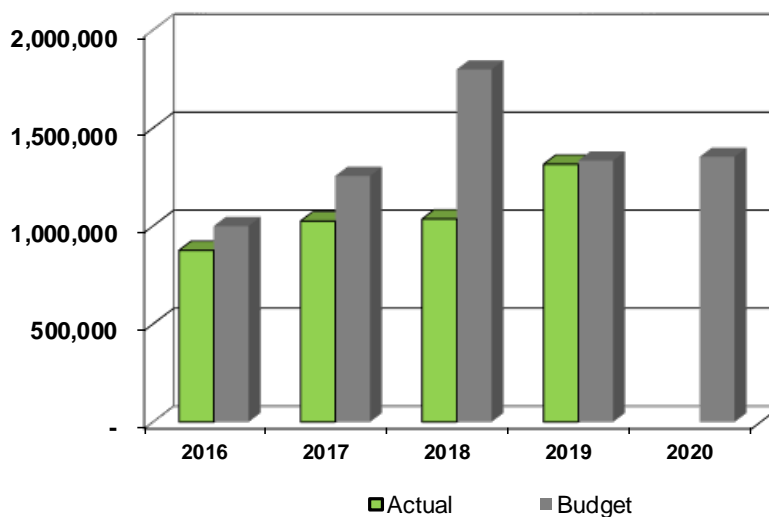
Technical
Services

Engineering & Planning

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	661,659	805,400	795,756	881,600	860,100
Operations	214,123	219,800	239,908	433,450	492,800
Maintenance	-	-	-	-	-
Capital	-	-	-	-	-
Total	875,782	1,025,200	1,035,664	1,315,050	1,352,900



	2016	2017	2018	2019	2020
Actual	875,782	1,025,200	1,035,664	1,315,050	
Budget	999,600	1,255,200	1,798,500	1,333,400	1,352,900
Variance	(123,818)	(230,000)	(762,836)	(18,350)	

Engineering & Planning

Summary

Description

The Engineering and Planning Department in 2020 consists of: Administration, Diversity, Survey & Inspection, Engineering Services, Construction Services and Technical Services.

Budget Commentary

The overall Engineering & Planning budget for 2020 is \$1,352,900 which has increased by \$19,500 or 1.9% above the budget level adopted for 2019. Budget details for the activities comprising the Engineering and Planning department follow

Engineering & Planning

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	848,309	1,100,600	1,097,250	1,126,400
Diversity	187,355	232,800	217,800	226,500
Total Summary by Activity	1,035,664	1,333,400	1,315,050	1,352,900
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	792,206	877,000	877,000	855,600
Overtime	-	500	500	500
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,550	4,100	4,100	4,000
Total Payroll	795,756	881,600	881,600	860,100
Operations	239,908	451,800	433,450	492,800
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	1,035,664	1,333,400	1,315,050	1,352,900
<u>Funding Allocation</u>				
Sewer Allocation 49%	507,500	653,400	644,400	662,900
Water Allocation 51%	528,164	680,000	670,650	690,000
Total Funding Allocation	1,035,664	1,333,400	1,315,050	1,352,900

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, 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 2020 is \$1,126,400, which is an increase of \$25,800 or 3% above the expenditure level adopted for 2019.

Payroll: (\$26,000)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. The decrease in *Regular Pay* is due to the transfer of the Administrative Assistant position into the Operating Office budget (4010015).

Operations: \$51,800

- An increase in *Outside Services* and *Consultant Services* is based upon additional requirements including the 2020 Water Supply Plan and 2020 On – Call Engineering contracts.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	647,446	727,800	727,800	701,900
501201	Overtime	-	500	500	500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	3,300	3,800	3,800	3,700
	Total Payroll	650,746	732,100	732,100	706,100
	<u>Operations</u>				
502026	Clothing & Apparel	699	2,000	500	1,000
502027	Mileage Reimbursement	3,726	4,000	2,500	2,500
502049	Licenses & Registration	11,294	11,500	10,000	10,100
502061	Material from Stock	725	1,500	4,000	3,000
502107	Office Supplies & Expenses	14,213	15,000	13,000	15,000
502110	Survey & Construction Supplies	10,520	16,000	16,000	20,000
502111	Small Tools	462	2,000	2,000	-
502112	Communication Equipment & Supplies	148	1,000	350	400
502136	Safety & First Aid Supplies	336	500	300	300
502270	Seminars & Conventions	4,624	6,000	11,000	8,000
502271	Dues-Professional Associations	5,782	7,000	7,000	7,000
502272	Books & Subscriptions	-	1,000	1,000	1,000
502274	Meeting Expenses	-	1,000	12,500	2,000
502287	Outside Services	50,935	100,000	85,000	100,000
502296	Consultant Services	93,548	200,000	200,000	250,000
	Total Operations	197,563	368,500	365,150	420,300
	Total Expenditure Classification	848,309	1,100,600	1,097,250	1,126,400
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	415,700	539,300	537,700	551,900
	Water Allocation 51%	432,609	561,300	559,550	574,500
	Total Funding Allocation	848,309	1,100,600	1,097,250	1,126,400

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 2020 budget is \$226,500, which is a decrease of \$6,300, or 3.4% below the 2019 adopted level.

Payroll: \$4,500

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

Operations: (\$10,800)

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

Diversity

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	144,760	149,200	149,200	153,700
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	250	300	300	300
	Total Payroll	145,010	149,500	149,500	154,000
	<u>Operations</u>				
502107	Office Supplies & Expenses	-	300	300	-
502270	Seminars & Conventions	1,475	1,500	1,500	1,500
502271	Dues-Professional Associations	311	5,000	5,000	5,000
502274	Meeting Expenses	1,312	1,000	1,000	500
502278	Business Travel	-	500	500	500
502296	Consultant Services	25,625	25,000	20,000	25,000
502625	Public Education & Information	-	-	-	-
502650	Diversity Programs	13,622	50,000	40,000	40,000
	Total Operations	42,345	83,300	68,300	72,500
	Total Expenditure Classification	187,355	232,800	217,800	226,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	91,800	114,100	106,700	111,000
	Water Allocation 51%	95,555	118,700	111,100	115,500
	Total Funding Allocation	187,355	232,800	217,800	226,500

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 2020 Capital Improvement Budget. There are 22 positions budgeted for the full year 2020 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 2020 Capital Improvement Budget. There are 15 positions budgeted for the full year 2020 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 2020 Capital Improvement Budget. There are 7 positions budgeted for the full year 2020 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 2020 Capital Improvement Budget. There are 14 positions budgeted for the full year 2020 Capital Improvement Program budget.

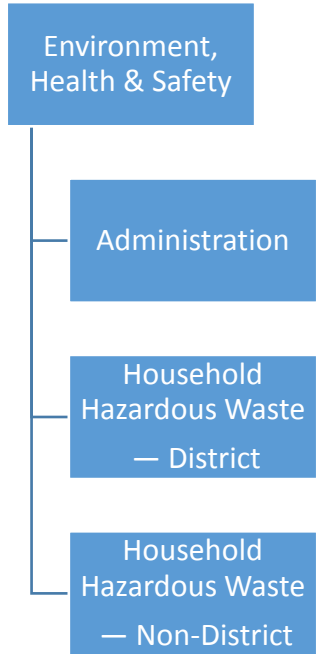
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Environment, Health & Safety

Administration

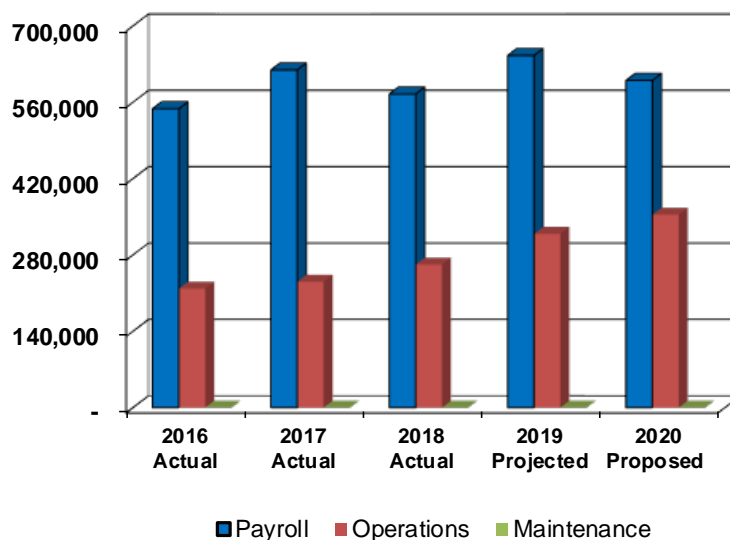
Household Hazardous Waste — District

Household Hazardous Waste — Non-District

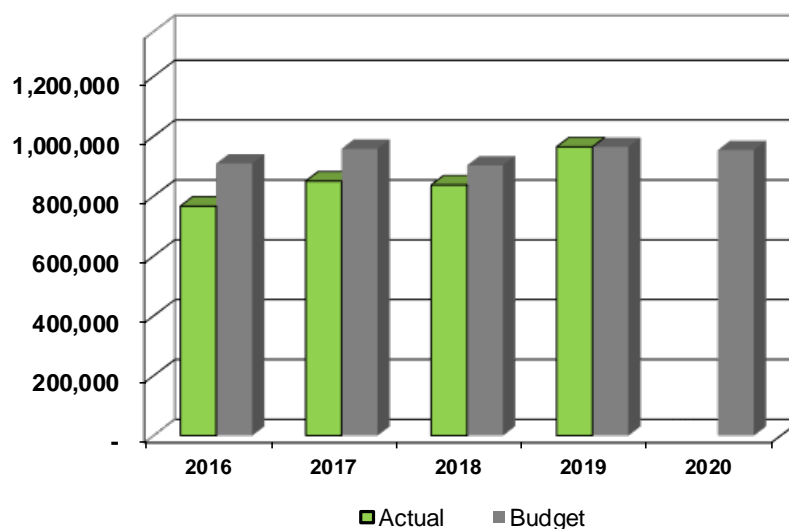


Environment, Health & Safety

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	548,379	619,500	575,265	646,000	600,200
Operations	218,410	231,000	262,400	318,800	353,800
Maintenance	-	-	-	-	-
Total	766,789	850,500	837,666	964,800	954,000



	2016	2017	2018	2019	2020
Actual	766,789	850,500	837,666	964,800	
Budget	909,200	958,400	902,700	964,800	954,000
Variance	(142,411)	(107,900)	(65,034)	-	

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 2020 totals \$954,000, which is a decrease of \$10,800 or 1.1% below the 2019 adopted level. Budget details for the activities comprising the Environment, Health & Safety Department follow.

Environment, Health & Safety

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	642,364	760,800	760,800	715,000
Household Hazardous Waste - District	174,452	184,500	184,500	214,500
Household Hazardous Waste - Non-District	20,850	19,500	19,500	24,500
Total Summary by Activity	837,666	964,800	964,800	954,000
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	555,913	625,000	625,000	579,200
Overtime	6,585	9,000	9,000	9,000
Pay Temporary	11,168	10,000	10,000	10,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,600	2,000	2,000	2,000
Total Payroll	575,265	646,000	646,000	600,200
Operations	262,400	318,800	318,800	353,800
Maintenance	-	-	-	-
Total Summary by Major Account	837,666	964,800	964,800	954,000
<u>Funding Allocation</u>				
Sewer Allocation 49%	410,500	472,800	472,800	467,500
Water Allocation 51%	427,166	492,000	492,000	486,500

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 2020 totals \$715,000, which is an decrease of \$45,800 or 6.0% below the 2019 adopted level.

Payroll: (\$45,800)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. Payroll is offset by the transfer of Environmental Analyst 2 to Command Center - Utility Services (2130015).
- *Overtime* has been eliminated for 2020.

Operations: \$0

- There are no cost increases anticipated for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i><u>Payroll</u></i>				
501101	Regular Pay	555,913	625,000	625,000	579,200
501201	Overtime	-	-	-	-
501301	Temporary Help	11,168	10,000	10,000	10,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,600	2,000	2,000	2,000
	<i>Total Payroll</i>	<i>568,681</i>	<i>637,000</i>	<i>637,000</i>	<i>591,200</i>
502049	Licenses and Registration	570	600	600	600
502107	Office Supplies & Expenses	3,806	3,000	3,000	3,000
502111	Small Tools	80	200	200	200
502136	Safety & First Aid Supplies	21,531	28,000	28,000	28,000
502270	Seminars & Conventions	1,650	3,000	3,000	3,000
502271	Dues-Professional Associations	490	2,000	2,000	2,000
502274	Meeting Expenses	786	1,000	1,000	1,000
502287	Outside Services	100	3,000	3,000	3,000
502293	Medical Services	37,936	43,000	43,000	43,000
502295	Outside Testing & Lab Services	6,358	15,000	15,000	15,000
502296	Consultant Services	375	25,000	25,000	25,000
	<i>Total Operations</i>	<i>73,683</i>	<i>123,800</i>	<i>123,800</i>	<i>123,800</i>
	<i>Total Expenditure Classification</i>	<i>642,364</i>	<i>760,800</i>	<i>760,800</i>	<i>715,000</i>
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 49%	314,800	372,800	372,800	350,400
	Water Allocation 51%	327,564	388,000	388,000	364,600
	<i>Total Funding Allocation</i>	<i>642,364</i>	<i>760,800</i>	<i>760,800</i>	<i>715,000</i>

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 2020 totals \$214,500, which is above the 2019 adopted level by \$30,000 or an increase of 16.3%

Payroll: \$0

- No change in the budget for 2020.

Operations: \$30,000

- Expenses increased to reflect the increased rates to dispose of Hazardous Waste Materials in 2020 due to the increase in activity/participation from 2019 (Record breaking participation in 2019).

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i><u>Payroll</u></i>				
501101	Regular Pay	-	-	-	-
501201	Overtime	5,783	8,000	8,000	8,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	5,783	8,000	8,000	8,000
502026	Clothing & Apparel	-	300	300	300
502107	Office Supplies & Expenses	198	200	200	200
502138	Safety Equipment	32	200	200	200
502188	Refuse Collection	7,680	9,000	9,000	9,000
502204	Household Hazardous Waste Disposal	146,850	150,000	150,000	180,000
502274	Meeting Expenses	730	800	800	800
502625	Public Education & Information	11,213	14,000	14,000	14,000
502630	Promotional Materials	1,965	2,000	2,000	2,000
	<i>Total Operations</i>	168,669	176,500	176,500	206,500
	<i>Total Expenditure Classification</i>	174,452	184,500	184,500	214,500
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 49%	85,500	90,400	90,400	105,100
	Water Allocation 51%	88,952	94,100	94,100	109,400
	<i>Total Funding Allocation</i>	174,452	184,500	184,500	214,500

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 2020 totals \$24,500, which is below the 2019 adopted level by \$5,000 or 25.6%. The cost for these events is billed to non-district communities, which is reflected in revenue.

Payroll: \$0

- No change in the budget for 2019.

Operations: \$5,000

- Expenses increased based on record level participation in 2019. Costs are anticipated to increase due to the increase in participation.

Household Hazardous Waste — Non-District

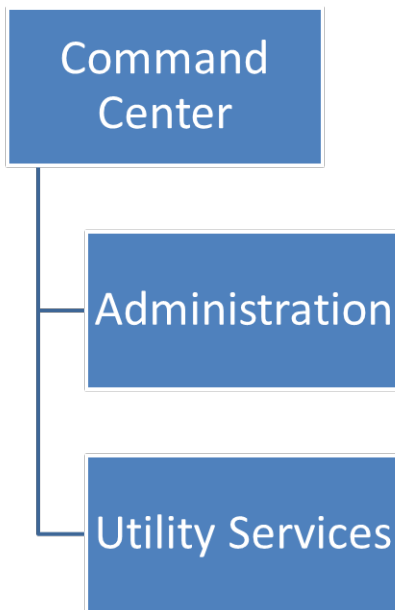
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	801	1,000	1,000	1,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	801	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	795	1,000	1,000	1,000
502204	Household Hazardous Waste Disposal	18,042	15,000	15,000	20,000
502274	Meeting Expenses	121	200	200	200
502625	Public Education & Information	636	1,000	1,000	1,000
502630	Promotional Materials	454	1,000	1,000	1,000
	<i>Total Operations</i>	20,048	18,500	18,500	23,500
	<i>Total Expenditure Classification</i>	20,850	19,500	19,500	24,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	10,200	9,600	9,600	12,000
	Water Allocation 51%	10,650	9,900	9,900	12,500
	<i>Total Funding Allocation</i>	20,850	19,500	19,500	24,500

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Command Center

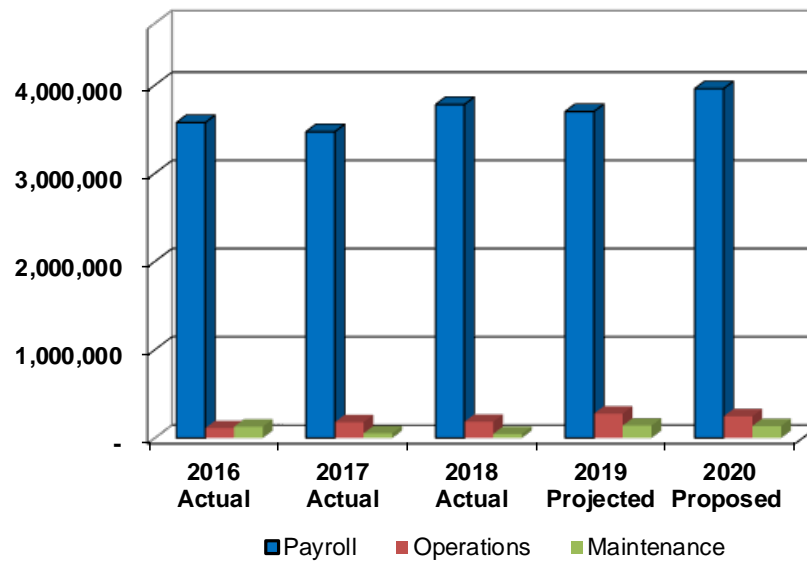
Administration

Utility Services

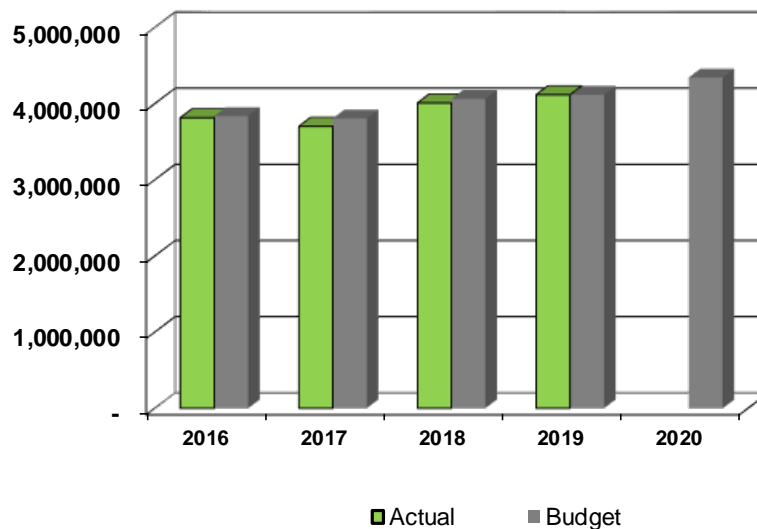


Command Center

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	3,575,690	3,471,200	3,779,999	3,700,700	3,960,000
Operations	110,457	178,000	183,494	275,800	245,800
Maintenance	127,831	52,400	44,970	139,800	134,800
Total	3,813,978	3,701,600	4,008,463	4,116,300	4,340,600



	2016	2017	2018	2019	2020
Actual	3,813,978	3,701,600	4,008,463	4,116,300	
Budget	3,835,700	3,803,300	4,060,900	4,116,300	4,340,600
Variance	(21,722)	(101,700)	(52,437)	-	

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 2020 is \$4,340,600, an increase of \$224,300 or 5.6% above the budget level adopted for 2019. Budget details for the activities comprising the Command Center department follow.

Command Center

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Command Center	2,353,920	2,385,300	2,385,300	2,397,000
Utility Services	1,654,543	1,731,000	1,731,000	1,943,600
<i>Total Summary by Activity</i>	<u>4,008,463</u>	<u>4,116,300</u>	<u>4,116,300</u>	<u>4,340,600</u>
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	3,094,993	3,207,600	3,207,600	3,380,600
Overtime	627,241	448,100	448,100	530,000
Temporary Help	2,920	-	-	-
Standby & Premium Pay	42,669	33,200	33,200	38,200
Longevity Pay	12,175	11,800	11,800	11,200
<i>Total Payroll</i>	<u>3,779,999</u>	<u>3,700,700</u>	<u>3,700,700</u>	<u>3,960,000</u>
Operations	183,494	275,800	275,800	245,800
Maintenance	44,970	139,800	139,800	134,800
Capital Outlay	-	-	-	-
<i>Total Summary by Major Accounts</i>	<u>4,008,463</u>	<u>4,116,300</u>	<u>4,116,300</u>	<u>4,340,600</u>
<u>Funding Allocation</u>				
Sewer Allocation 34%	1,362,800	1,399,500	1,399,500	1,475,800
Water Allocation 66%	2,645,663	2,716,800	2,716,800	2,864,800
<i>Total Funding Allocation</i>	<u>4,008,463</u>	<u>4,116,300</u>	<u>4,116,300</u>	<u>4,340,600</u>

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 2020 totals \$2,397,000, which is an increase of \$11,700 or 0.5% above the 2019 adopted level.

Payroll: \$48,700

- *Regular Pay* includes overtime increments and cost-of-living increases for eligible employees and the transfer of a claims agent from Treasury (1830015).
- *Longevity* has decreased based upon participation.

Operations: (\$32,000)

- *Office Supplies & Expenses* were decreased due to historic spending.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,750,907	1,763,600	1,763,600	1,767,900
501201	Overtime	445,821	320,000	320,000	360,000
501301	Temporary Help	2,920	-	-	-
501401	Standby & Premium Pay	31,834	25,000	25,000	30,000
501601	Longevity Pay	4,450	4,700	4,700	4,100
	Total Payroll	2,235,932	2,113,300	2,113,300	2,162,000
	<u>Operations</u>				
502011	Meal Allowances	4,617	5,000	5,000	5,000
502026	Clothing & Apparel	4,107	5,000	5,000	5,000
502061	Materials from Stock	328	6,000	6,000	6,000
502107	Office Supplies & Expenses	9,749	50,000	50,000	15,000
502111	Small Tools	1,129	4,000	4,000	4,000
502112	Communication Equipment & Supplies	1,560	18,000	18,000	18,000
502287	Outside Services	58,400	65,000	65,000	68,000
502416	Computer Equipment & Supplies	500	4,000	4,000	4,000
	Total Operations	80,389	157,000	157,000	125,000
503309	Sewers	15,345	45,000	45,000	45,000
503321	Other Maintenance	21,791	60,000	60,000	60,000
	Total Maintenance	37,598	115,000	115,000	110,000
	Total Expenditure Classification	2,353,920	2,385,300	2,385,300	2,397,000
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	800,300	811,000	811,000	815,000
	Water Allocation 66%	1,553,620	1,574,300	1,574,300	1,582,000
	Total Funding Allocation	2,353,920	2,385,300	2,385,300	2,397,000

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 2020 totals \$1,943,600, which is an increase of \$212,600 or 12.8% above the 2019 adopted level.

Payroll: \$210,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of an employee from EH&S – 1910015.
- *Overtime Pay* has increased due to the historical increase of town projects, Housing/Commercial developments and the response needed for all Emergency Call Before You Dig mark-outs.

Operations: \$2,000

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

Maintenance: \$0

- There are no anticipated changes for 2020.

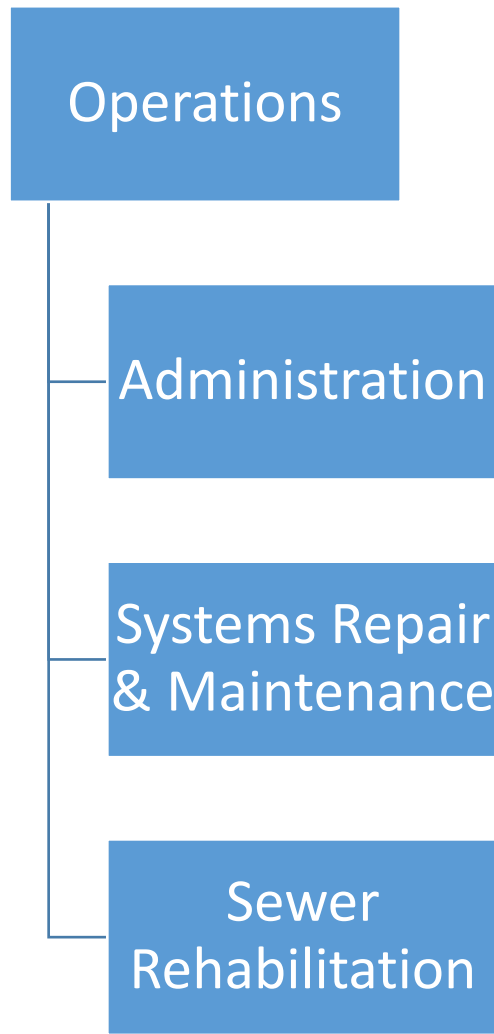
Utility Services

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,344,087	1,444,000	1,444,000	1,612,700
501201	Overtime	181,419	128,100	128,100	170,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	10,835	8,200	8,200	8,200
501601	Longevity Pay	7,725	7,100	7,100	7,100
	Total Payroll	1,544,066	1,587,400	1,587,400	1,798,000
	<u>Operations</u>				
502011	Meal Allowances	693	300	300	300
502014	Call Before you DIG	85,296	95,000	95,000	97,000
502026	Clothing & Apparel	5,360	7,500	7,500	7,500
502032	Inventory Adjustment	762	-	-	-
502061	Materials from Stock	7,259	10,000	10,000	10,000
502111	Small Tools	1,609	2,000	2,000	2,000
502270	Seminars & Conventions	805	2,500	2,500	2,500
502271	Dues-Professional Associations	875	1,500	1,500	1,500
	Total Operations	103,105	118,800	118,800	120,800
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	4,177	-	-	-
503207	Tool & Work Equipment	3,195	24,800	24,800	24,800
	Total Maintenance	7,372	24,800	24,800	24,800
	Total Expenditure Classification	1,654,543	1,731,000	1,731,000	1,943,600
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	562,500	588,500	588,500	660,800
	Water Allocation 66%	1,092,043	1,142,500	1,142,500	1,282,800
	Total Funding Allocation	1,654,543	1,731,000	1,731,000	1,943,600

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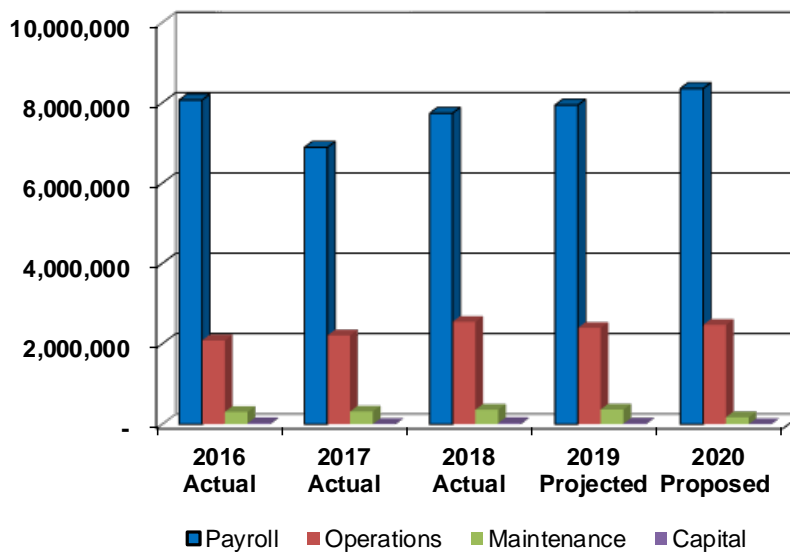
Operations

Administration
Systems Repair & Maintenance
Sewer Rehabilitation

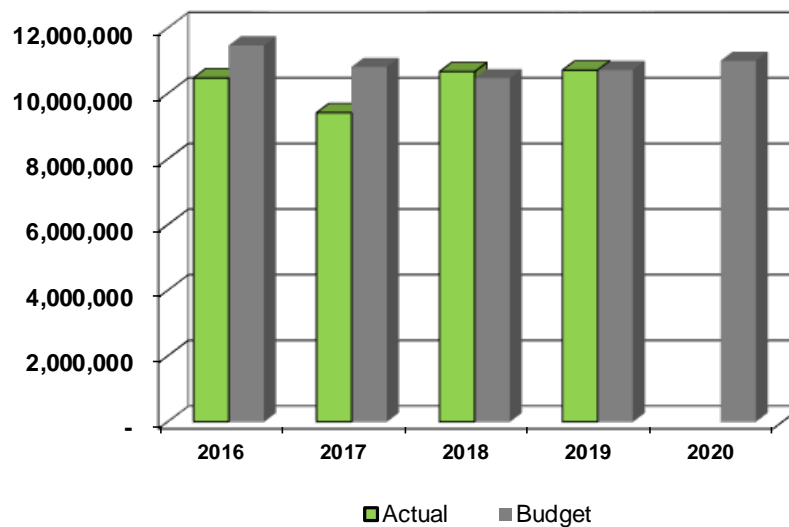


Operations

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	8,069,549	6,892,100	7,742,359	7,945,100	8,356,100
Operations	2,083,638	2,208,200	2,545,776	2,397,000	2,472,000
Maintenance	305,936	316,600	360,617	364,500	172,500
Capital	24,716	5,100	27,880	15,000	-
Total	10,483,839	9,422,000	10,676,631	10,721,600	11,000,600



	2016	2017	2018	2019	2020
Actual	10,483,839	9,422,000	10,676,631	10,721,600	
Budget	11,472,800	10,816,900	10,475,300	10,721,600	11,000,600
Variance	(988,961)	(1,394,900)	201,331	-	

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 \$11,000,600. This is an increase of \$279,000 or 2.6% above the 2019 approved level. Budget details pertaining to Operations' activities follow.

Operations

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	179,487	191,800	191,800	188,900
Systems Repair / Systems Maintenance	10,497,144	10,529,800	10,529,800	10,811,700
Total Summary by Activity	10,676,631	10,721,600	10,721,600	11,000,600
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	5,891,466	6,593,500	6,593,500	6,904,500
Overtime	1,810,885	1,300,000	1,300,000	1,400,000
Standby & Premium Pay	30,508	40,300	40,300	40,300
Longevity Pay	9,500	11,300	11,300	11,300
Total Payroll	7,742,359	7,945,100	7,945,100	8,356,100
Operations	2,545,776	2,397,000	2,397,000	2,472,000
Maintenance	360,617	364,500	364,500	172,500
Capital Outlay	27,880	15,000	15,000	-
Total Summary by Major Account	10,676,631	10,721,600	10,721,600	11,000,600
<u>Funding Allocation</u>				
Sewer Allocation 25%	2,669,200	2,680,500	2,680,500	2,750,100
Water Allocation 75%	8,007,431	8,041,100	8,041,100	8,250,500
Total Funding Allocation	10,676,631	10,721,600	10,721,600	11,000,600

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 2020 is \$188,900 which has decreased by \$8,000 below the expenditure level adopted for 2019.

Payroll: \$5,100

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

Operations: (\$8,000)

- *Ground Care* expenditure has been transferred to Plant Maintenance - Facilities (4042015) in 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	164,880	170,000	170,000	175,100
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	800	800	800	800
	<i>Total Payroll</i>	<u>165,680</u>	<u>170,800</u>	<u>170,800</u>	<u>175,900</u>
	<u>Operations</u>				
502011	Meal Allowances	20	-	-	-
502049	Licenses & Registrations	1,000	1,000	1,000	1,000
502107	Office Supplies & Expenses	1,446	2,000	2,000	2,000
502203	Ground Care	7,846	8,000	8,000	-
502270	Seminars & Conventions	2,995	7,000	7,000	7,000
502271	Dues-Professional Associations	500	500	500	500
	<i>Total Operations</i>	<u>13,807</u>	<u>18,500</u>	<u>18,500</u>	<u>10,500</u>
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	2,500	2,500	2,500
	<i>Total Maintenance</i>	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
	<i>Total Expenditure Classification</i>	<u>179,487</u>	<u>191,800</u>	<u>191,800</u>	<u>188,900</u>
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	44,900	48,000	48,000	47,200
	Water Allocation 75%	134,587	143,800	143,800	141,700
	<i>Total Funding Allocation</i>	<u>179,487</u>	<u>191,800</u>	<u>191,800</u>	<u>188,900</u>

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 2020 totals \$10,811,070, which is \$281,900 or 2.7% above the adopted level for 2019.

Payroll: \$405,900

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

Operations: \$83,000

- *Flagging Services* will now be budgeted for to align with historical spending on this expenditure.

Maintenance: (\$192,000)

- Expenditures in reference to District Infrastructure will not be captured by Operations in 2020.

Capital Outlay: \$0

- There are no anticipated increases for 2020.

Systems Repair & Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	5,726,586	6,423,500	6,423,500	6,729,400
501201	Overtime	1,810,885	1,300,000	1,300,000	1,400,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	30,508	40,300	40,300	40,300
501601	Longevity Pay	8,700	10,500	10,500	10,500
	Total Payroll	7,576,679	7,774,300	7,774,300	8,180,200
	<u>Operations</u>				
502011	Meal Allowances	59,975	51,000	51,000	54,000
502016	Police Services	629,697	650,000	650,000	450,000
502020	Flagging Services	-	-	-	200,000
502026	Clothing & Apparel	39,589	40,000	40,000	40,000
502048	Grit/Screening Disposal	176,587	150,000	150,000	150,000
502061	Material from Stock	1,524,848	1,400,000	1,400,000	1,450,000
502106	Lights & Barricades	2,897	7,000	7,000	7,000
502107	Office Supplies & Expenses	10,966	18,000	18,000	18,000
502111	Small Tools	49,356	55,000	55,000	55,000
502138	Safety Equipment	4,758	7,500	7,500	7,500
502270	Seminars & Conventions	537	-	-	-
502287	Outside Services	27,272	-	-	30,000
502303	Television Services	5,486	-	-	-
	Total Operations	2,531,968	2,378,500	2,378,500	2,461,500
	<u>Maintenance</u>				
503207	Tool & Work Equipment	89,094	140,000	140,000	170,000
503302	Catch Basins	4,192	5,000	5,000	-
503303	Hydrant Repair	32,683	40,000	40,000	-
503304	Mains	151,019	75,000	75,000	-
503305	Manholes	2,661	5,000	5,000	-
503308	Services	7,844	10,000	10,000	-
503309	Sewers	20,825	25,000	25,000	-
503317	Gate & Regulatory Repairs	26,314	32,000	32,000	-
503318	Laterals/Relining	25,985	30,000	30,000	-
	Total Maintenance	360,617	362,000	362,000	170,000
	<u>Capital Outlay</u>				
504207	Tool & Work Equipment	27,880	15,000	15,000	-
	Total Capital Outlay	27,880	15,000	15,000	-
	Total Expenditure Classification	10,497,144	10,529,800	10,529,800	10,811,700
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	2,624,300	2,632,500	2,632,500	2,702,900
	Water Allocation 75%	7,872,844	7,897,300	7,897,300	8,108,800
	Total Funding Allocation	10,497,144	10,529,800	10,529,800	10,811,700

Operations

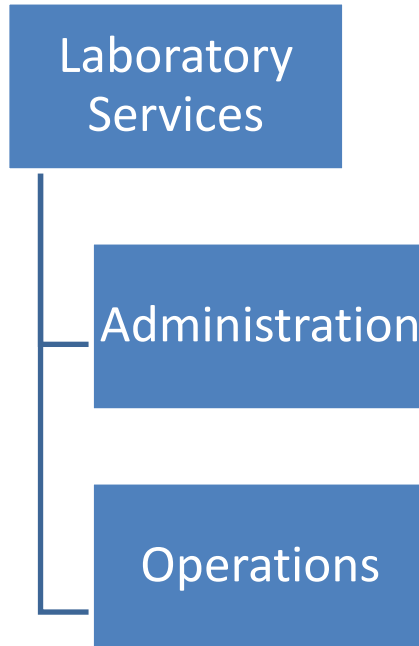
Sewer Rehabilitation

Description/Budget Commentary

The Sewer Rehabilitation department is a part of the Capital Improvement Program. Specific projects and details are located in the 2020 Capital Improvement Budget. There are 10 positions budgeted for the full year 2020 Capital Improvement Program Budget.

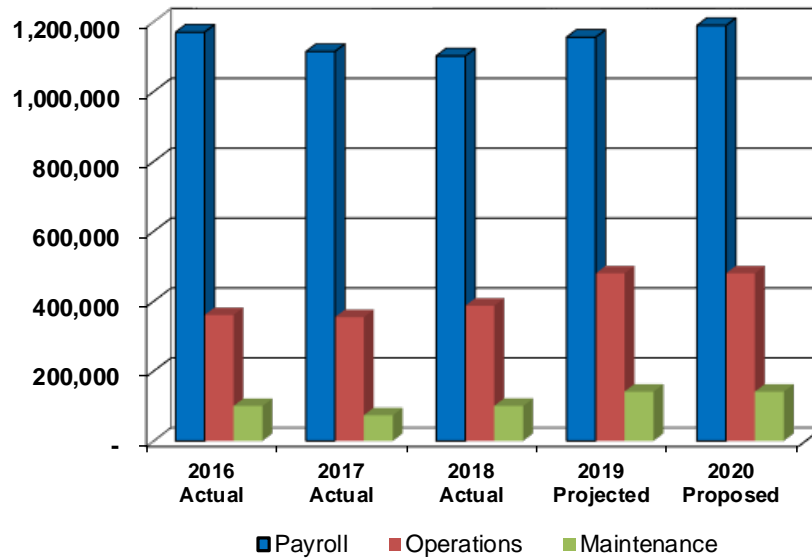
Laboratory Services

Administration
Operations

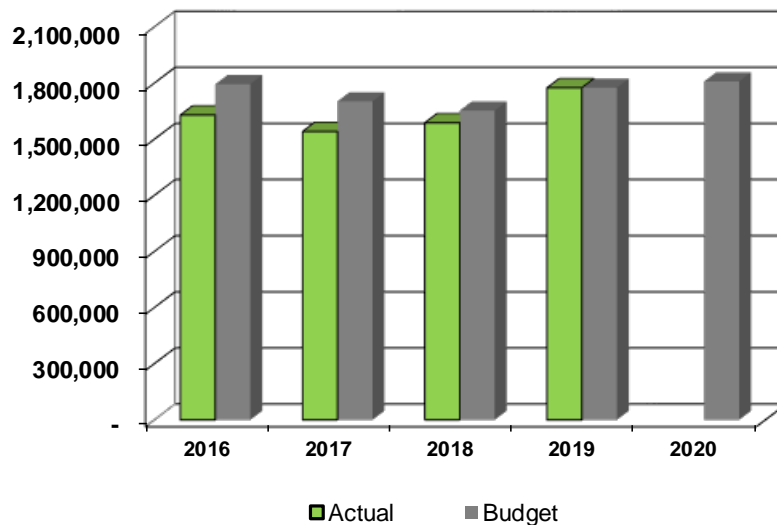


Laboratory Services

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	1,169,758	1,114,400	1,101,732	1,155,200	1,188,900
Operations	360,187	354,100	386,668	479,400	479,400
Maintenance	99,835	73,300	100,027	141,000	141,000
Total	1,629,780	1,541,800	1,588,427	1,775,600	1,809,300



	2016	2017	2018	2019	2020
Actual	1,629,780	1,541,800	1,588,427	1,775,600	
Budget	1,794,500	1,702,700	1,653,300	1,775,600	1,809,300
Variance	(164,720)	(160,900)	(64,873)	-	

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 2020 is \$1,809,300 which is up \$33,700 or 1.9% above the 2019 adopted budget. Budget details regarding the activity and departments follow on the succeeding pages.

Laboratory Services

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	285,525	296,800	296,800	305,300
Operations	1,302,902	1,478,800	1,478,800	1,504,000
Laboratory - Sewer	-	-	-	-
Total Summary by Activity	1,588,427	1,775,600	1,775,600	1,809,300
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	1,070,903	1,115,600	1,115,600	1,149,200
Overtime	24,559	33,900	33,900	33,900
Temporary Help	880	-	-	-
Standby & Premium Pay	1,914	2,000	2,000	2,000
Longevity Pay	3,475	3,700	3,700	3,800
Total Payroll	1,101,732	1,155,200	1,155,200	1,188,900
Operations	386,668	479,400	479,400	479,400
Maintenance	100,027	141,000	141,000	141,000
Total Summary by Major Account	1,588,427	1,775,600	1,775,600	1,809,300
<u>Funding Allocation</u>				
Sewer Allocation 48%	762,500	852,300	852,300	868,400
Water Allocation 52%	825,927	923,300	923,300	940,900
Total Funding Allocation	1,588,427	1,775,600	1,775,600	1,809,300

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 2020 is \$305,300 which has increased by \$8,500 above the expenditure level adopted for 2019.

Payroll: \$8,500

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

Operations: \$0

- The budget is expected to be unchanged for 2020.

Maintenance: \$0

- The budget is expected to be unchanged for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	276,256	284,800	284,800	293,300
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,150	1,200	1,200	1,200
	<i>Total Payroll</i>	277,406	286,000	286,000	294,500
	<u>Operations</u>				
502049	Licenses & Registrations	200	500	500	500
502107	Office Supplies & Expenses	2,602	3,000	3,000	3,000
502251	Printed Forms	149	1,000	1,000	1,000
502270	Seminars & Conventions	2,760	3,000	3,000	3,000
502271	Dues-Professional Associations	1,718	1,800	1,800	1,800
	<i>Total Operations</i>	7,429	9,300	9,300	9,300
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	690	1,500	1,500	1,500
	<i>Total Maintenance</i>	690	1,500	1,500	1,500
	<i>Total Expenditure Classification</i>	285,525	296,800	296,800	305,300
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	137,100	142,500	142,500	146,500
	Water Allocation 52%	148,425	154,300	154,300	158,800
	<i>Total Funding Allocation</i>	285,525	296,800	296,800	305,300

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 2020 is \$1,504,000 which is increasing by \$25,200 or 1.7% above the expenditure level adopted for 2019.

Payroll: \$25,200

- *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: \$0

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

Maintenance: \$0

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

Operations

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	794,648	830,800	830,800	855,900
501201	Overtime	24,559	33,900	33,900	33,900
501301	Temporary Help	880	-	-	-
501401	Standby & Premium Pay	1,914	2,000	2,000	2,000
501601	Longevity Pay	2,325	2,500	2,500	2,600
	Total Payroll	824,327	869,200	869,200	894,400
	<u>Operations</u>				
502011	Meal Allowances	10	-	-	-
502026	Clothing & Apparel	2,484	3,000	3,000	3,000
502105	Laboratory Supplies	172,694	183,300	183,300	183,300
502210	Propane Gas	7,772	8,000	8,000	8,000
502287	Outside Services	39,994	50,000	50,000	50,000
502295	Outside Testing & Laboratory Services	156,285	225,800	225,800	225,800
	Total Operations	379,239	470,100	470,100	470,100
	<u>Maintenance</u>				
503202	Laboratory Equipment	99,337	134,500	134,500	134,500
503316	Dist Res, Stndpipes, Strg Tanks	-	5,000	5,000	5,000
	Total Maintenance	99,337	139,500	139,500	139,500
	Total Expenditure Classification	1,302,902	1,478,800	1,478,800	1,504,000
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	625,400	709,800	709,800	721,900
	Water Allocation 52%	677,502	769,000	769,000	782,100
	Total Funding Allocation	1,302,902	1,478,800	1,478,800	1,504,000

Water Pollution Control

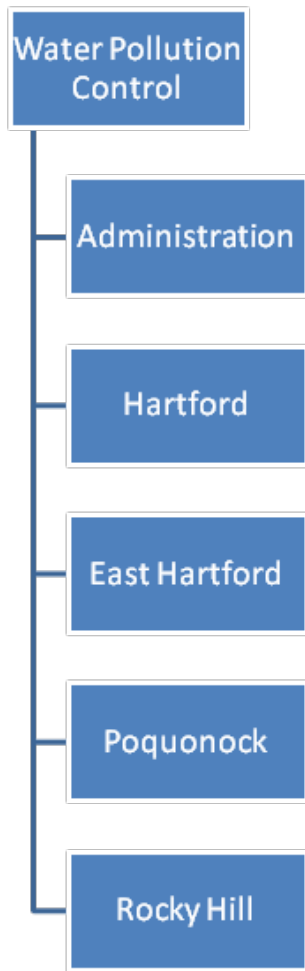
Administration

Hartford

East Hartford

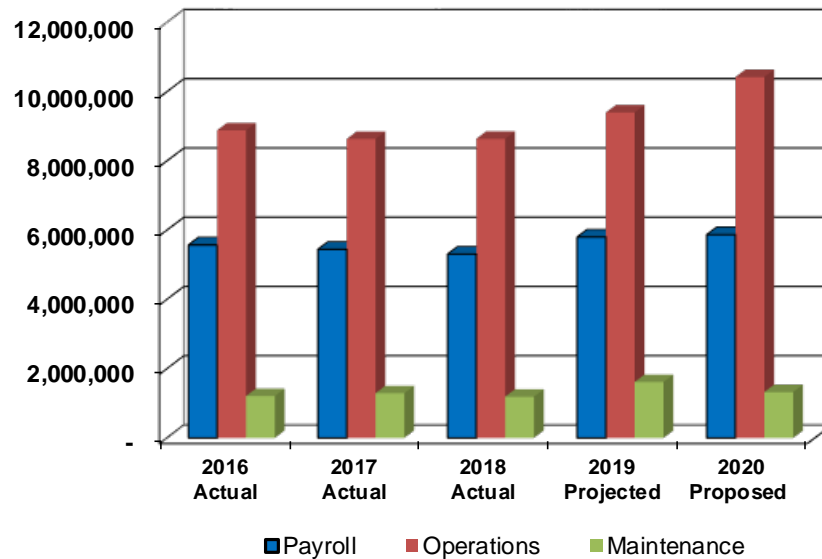
Poquonock

Rocky Hill

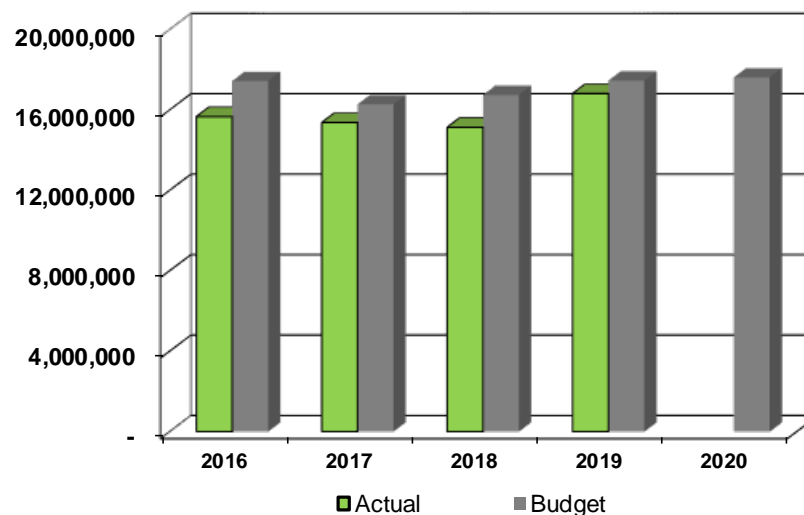


Water Pollution Control

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	5,573,431	5,448,500	5,310,772	5,800,780	5,871,100
Operations	8,885,591	8,636,500	8,639,238	9,400,880	10,423,200
Maintenance	1,211,792	1,292,100	1,189,438	1,614,700	1,322,500
Total	15,670,814	15,377,100	15,139,448	16,816,360	17,616,800



	2016	2017	2018	2019	2020
Actual	15,670,814	15,377,100	15,139,448	16,816,360	
Budget	17,435,400	16,281,400	16,745,100	17,462,200	17,616,800
Variance	(1,764,586)	(904,300)	(1,605,652)	(645,840)	

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 2020 budget for the WPC Administration and Water Pollution Control is \$17,616,800 which is up from the level approved for 2019 by \$154,600 or .9%. Budget details regarding the activity and departments are provided on succeeding pages.

Water Pollution Control

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Summary by Activity				
Administration	183,977	253,400	253,400	396,800
Hartford	11,987,082	13,740,200	13,184,300	13,786,200
East Hartford	1,112,628	1,337,200	1,222,660	1,289,600
Poquonock	882,744	971,550	996,550	996,700
Rocky Hill	973,018	1,159,850	1,159,450	1,147,500
Total Summary by Activity	15,139,448	17,462,200	16,816,360	17,616,800
Summary by Major Account				
Payroll				
Regular Pay	4,698,448	5,118,200	5,128,000	5,103,500
Overtime	551,174	707,500	571,500	651,500
Standby & Premium Pay	58,888	65,400	97,880	113,600
Longevity Pay	2,263	3,400	3,400	2,500
Total Payroll	5,310,772	5,894,500	5,800,780	5,871,100
Operations	8,639,238	10,228,000	9,400,880	10,423,200
Maintenance	1,189,438	1,339,700	1,614,700	1,322,500
Total Summary by Major Account	15,139,448	17,462,200	16,816,360	17,616,800
Funding Allocation				
Sewer Allocation 100%	15,139,448	17,462,200	16,816,360	17,616,800
Water Allocation 0%	-	-	-	-
Total Funding Allocation	15,139,448	17,462,200	16,816,360	17,616,800

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 2020 is increasing by \$143,400 or 56.6% above the level approved for 2019.

Payroll: \$143,400

- Increase includes the funding of the Manager of Water Pollution Control.

Operations: \$0

- No increase to the operational budget proposed for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u><i>Payroll</i></u>				
501101	Regular Pay	-	-	-	143,000
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	400
	<i>Total Payroll</i>	-	-	-	143,400
	<u><i>Operations</i></u>				
502013	Permits	121,207	120,000	120,000	120,000
502017	Postage	-	-	-	-
502049	Licenses & Registration	285	500	500	500
502107	Office Supplies and Expenses	140	500	500	500
502251	Printed Forms	73	200	200	200
502270	Seminars & Conventions	5,157	8,000	8,000	8,000
502271	Dues-Professional Associations	2,048	2,000	2,000	2,000
502272	Books & Subscriptions	60	1,000	1,000	1,000
502274	Meeting Expenses	808	1,200	1,200	1,200
502295	Outside Testing & Laboratory Services	54,200	120,000	120,000	120,000
	<i>Total Operations</i>	183,977	253,400	253,400	253,400
	<i>Total Expenditure Classification</i>	183,977	253,400	253,400	396,800
	<u><i>Funding Allocation</i></u>				
	Sewer Allocation 100%	183,977	253,400	253,400	396,800
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	183,977	253,400	253,400	396,800

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 2020 budget for Water Pollution Control, Hartford, totals \$13,786,200, which is an increase from the level adopted in 2019 by \$46,000 or .3%.

Payroll: (\$128,600)

- *Decrease in payroll is the result transferring a position to the Water Pollution Control Administration and not filling a vacancy that was due to a transfer of a position to EHWPCF (4023010).*
- *Standby & Premium Pay* includes increase in reference to union contract change.
- *Longevity* has decreased as a result of employee retirement.

Operations: \$174,600

- *Fuel for Incineration* is decreasing based on anticipated activity at the facility.
- *Polymer and Water Treatment Chlorine* 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	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	3,595,154	3,849,600	3,975,000	3,721,800
501201	Overtime	428,066	545,000	423,000	500,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	46,664	55,000	85,000	100,000
501601	Longevity Pay	1,025	1,700	1,700	900
	Total Payroll	4,070,909	4,451,300	4,484,700	4,322,700
	<u>Operations</u>				
502011	Meal Allowances	1,300	4,100	4,100	2,200
502026	Clothing & Apparel	34,686	31,000	34,000	38,000
502032	Inventory Adjustments	(1,889)	-	-	-
502048	Grit/ Screening Disposal	157,258	240,000	191,400	181,000
502061	Materials From Stock	829,658	790,000	790,000	790,000
502103	Electrical Supplies	1,932	3,700	3,700	3,700
502104	Janitorial Supplies	9,997	13,500	11,000	11,000
502107	Office Supplies & Expenses	5,685	5,700	5,700	5,700
502111	Small Tools	3,995	4,100	4,100	4,100
502112	Communication Equipment & Supplies	-	3,000	3,000	3,000
502119	Oil Spill Supplies	370	2,000	2,000	2,000
502150	Water Treatment Chemicals	44,617	150,000	25,000	175,000
502153	Chlorine	1,832	13,000	5,600	32,000
502159	Polymer	556,344	620,000	695,000	641,000
502166	Odor Control Chemicals	13,925	24,400	24,400	24,400
502183	Ash Disposal	662,476	695,000	620,000	640,000
502184	Custodial Services	2,503	11,000	11,000	11,000
502188	Refuse Collection	18,032	43,000	43,000	38,000
502203	Ground Care	-	8,000	8,000	-
502211	Fuel for Incineration	509,584	650,000	593,000	600,000
502212	Fuel for Pumping	243,626	162,000	189,000	110,000
502213	Fuel for Heating	122,256	264,000	202,000	264,000
502215	Oil & Lubricant	-	5,000	5,000	5,000
502255	Blueprints, Maps, & Charts	-	1,000	1,000	1,000
502287	Outside Services	36,577	70,000	70,000	70,000
502288	DEEP Nitrogen Credit Program	564,078	675,000	758,200	1,011,000
502304	Pest Control Services	-	1,000	1,000	1,000
502319	Equipment Rental	11,137	51,000	51,000	51,000
502350	Electricity	3,151,986	3,750,000	3,100,000	3,750,000
	Total Operations	6,982,176	8,290,500	7,451,200	8,465,100
	<u>Maintenance</u>				
503207	Tool & Work Equipment	5,897	6,000	6,000	6,000
503209	Treatment Equipment	851,372	900,000	1,150,000	900,000
503310	Treatment Structures	76,728	92,400	92,400	92,400
	Total Maintenance	933,997	998,400	1,248,400	998,400
	Total Expenditure Classification	11,987,082	13,740,200	13,184,300	13,786,200
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	11,987,082	13,740,200	13,184,300	13,786,200
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	11,987,082	13,740,200	13,184,300	13,786,200

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 2020 is \$1,289,600, which is below the level adopted in 2019 by \$47,600 or 3.6%.

Payroll: (\$46,300)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees; and is includes a transfer of a position from the HWPCF (4022010) which is offset by the elimination of a position.

Operations: \$13,900

- Expenses for *Water Treatment Chemicals* and *Electricity* are expected to increase based on market conditions, contract rates and usage.
- Expenses for *Safety Equipment* and other various allotments are decreasing based on historical spend. *Ground Care* expenditures were moved to Plants Maintenance – Facilities (4042015).

Maintenance: (\$15,200)

- There is an expected decrease in expenditures for treatment structures in 2020.

East Hartford

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	381,405	496,000	380,400	450,400
501201	Overtime	9,826	49,000	35,000	46,500
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	5,524	3,700	6,180	5,100
501601	Longevity Pay	-	-	-	400
	Total Payroll	396,755	548,700	421,580	502,400
	<u>Operations</u>				
502011	Meal Allowances	50	500	80	400
502026	Clothing & Apparel	2,224	4,000	4,000	4,000
502048	Grit/Screening Disposal	21,489	24,000	24,000	15,000
502061	Material from Stock	41,793	12,500	27,500	27,500
502103	Electrical Supplies	50	1,000	500	500
502104	Janitorial Supplies	26	3,000	1,500	1,500
502107	Office Supplies & Expenses	1,505	1,500	1,500	1,300
502111	Small Tools	799	3,000	3,000	2,500
502112	Communication Equipment & Supplies	-	2,500	2,500	2,000
502119	Oil Spill Supplies	-	500	500	500
502138	Safety Equipment	915	3,000	3,000	3,000
502150	Water Treatment Chemicals	49,239	54,000	54,000	58,000
502184	Custodial Services	312	5,500	5,500	4,400
502188	Refuse Collection	1,134	1,250	1,250	1,200
502203	Ground Care	9,800	9,800	9,800	-
502212	Fuel for Pumping	2,198	7,500	7,500	7,300
502213	Fuel for Heating	25,358	28,000	28,000	29,000
502215	Oil & Lubricant	691	6,000	6,000	5,000
502295	Outside Testing & Lab Services	265	2,200	2,200	1,800
502288	DEEP Nitrogen Credit Program	44,465	55,000	55,000	46,000
502304	Pest Control Services	-	750	750	500
502350	Electricity	423,757	422,000	422,000	450,000
	Total Operations	626,070	647,500	660,080	661,400
	<u>Maintenance</u>				
503207	Tool & Work Equipment	-	1,000	1,000	800
503209	Treatment Equipment	73,158	85,000	85,000	85,000
503310	Treatment Structures	16,646	55,000	55,000	40,000
	Total Maintenance	89,803	141,000	141,000	125,800
	Total Expenditure Classification	1,112,628	1,337,200	1,222,660	1,289,600
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,112,628	1,337,200	1,222,660	1,289,600
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,112,628	1,337,200	1,222,660	1,289,600

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 2020 is \$996,700, which is \$25,150 or 2.6% above the level adopted for 2019.

Payroll: \$9,950

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

Operations: \$17,200

- 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.
- Ground Care expenditure has been moved to Plants Maintenance – Facilities (4042015) in 2020.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall wet weather pattern during nitrogen removal season.

Maintenance: (\$2,000)

- Expenses are in line with projected activities for 2020.

Poquonock

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	340,191	350,000	350,000	357,000
501201	Overtime	49,903	42,000	42,000	45,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,375	3,400	3,400	3,400
501601	Longevity Pay	825	850	850	800
	Total Payroll	394,294	396,250	396,250	406,200
	<u>Operations</u>				
502011	Meal Allowances	-	200	200	200
502026	Clothing & Apparel	2,423	3,200	3,200	2,600
502048	Grit/ Screening Disposal	11,637	12,500	12,500	16,000
502061	Material from Stock	11,793	10,000	10,000	15,000
502107	Office Supplies & Expenses	1,962	3,500	3,500	2,500
502111	Small Tools	133	2,200	2,200	1,500
502138	Safety Equipment	2,487	2,000	2,000	2,000
502150	Water Treatment Chemicals	76,187	80,000	80,000	80,000
502188	Refuse Collection	1,585	3,000	3,000	2,000
502191	Sludge Removal	22,622	35,000	35,000	35,000
502203	Ground Care	21,957	13,000	13,000	-
502213	Fuel for Heating	9,831	9,200	9,200	9,200
502215	Oil & Lubricant	1,725	2,000	2,000	3,000
502287	Outside Services	-	2,000	2,000	2,000
502288	DEEP Nitrogen Credit Program	199,864	250,000	250,000	270,000
502350	Electricity	36,706	48,000	48,000	48,000
	Total Operations	400,914	475,800	475,800	493,000
	<u>Maintenance</u>				
503207	Tool & Work Equipment	5,864	8,500	8,500	8,500
503209	Treatment Equipment	73,506	82,000	107,000	80,000
503310	Treatment Structures	8,164	9,000	9,000	9,000
	Total Maintenance	87,535	99,500	124,500	97,500
	Total Expenditure Classification	882,744	971,550	996,550	996,700
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	882,744	971,550	996,550	996,700
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	882,744	971,550	996,550	996,700

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 2020 budget of \$1,147,500 is \$10,500 or 1.1% below the expenditure level adopted for 2019.

Payroll: (\$1,850)

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

Operations: (\$10,500)

- Ground Care maintenance has moved to Plant Maintenance – Facilities (4042015) in 2020.
- *DEEP Nitrogen Credit Program* expenses are expected to decrease due to improvements that were done at the facility.

Maintenance: \$0

- *There have been no changes to any expenditures in this level of the budget, all costs are expected to remain unchanged from 2019.*

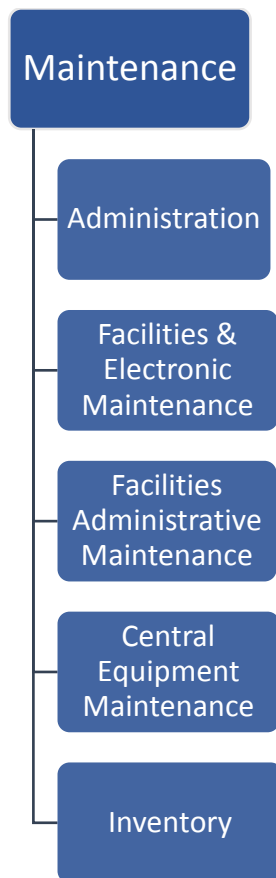
Rocky Hill

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	381,699	422,600	422,600	431,300
501201	Overtime	63,378	71,500	71,500	60,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	3,325	3,300	3,300	5,100
501601	Longevity Pay	413	850	850	-
	Total Payroll	448,814	498,250	498,250	496,400
	<u>Operations</u>				
502011	Meal Allowances	250	500	100	300
502026	Clothing & Apparel	2,298	3,300	3,300	3,300
502048	Grit/ Screening Disposal	16,013	15,000	15,000	17,800
502061	Materials from Stock	18,897	6,400	6,400	12,000
502104	Janitorial Supplies	757	3,000	3,000	3,000
502107	Office Supplies & Expenses	1,730	1,800	1,800	1,800
502111	Small Tools	2,442	3,000	3,000	2,500
502138	Safety Equipment	2,977	3,000	3,000	3,000
502153	Chlorine	9,068	12,000	12,000	14,000
502184	Custodial Services	251	3,000	3,000	4,000
502188	Refuse Collection	2,107	2,000	2,000	2,000
502203	Ground Care	20,000	20,000	20,000	-
502212	Fuel for Pumping	-	5,000	5,000	5,000
502213	Fuel for Heating	12,343	15,000	15,000	15,000
502215	Oil & Lubricant	1,494	5,100	5,100	5,100
502288	DEEP Nitrogen Credit Program	2,413	20,000	20,000	20,000
502295	Outside Testing & Lab Services	-	2,000	2,000	1,000
502304	Pest Control Services	-	700	700	500
502350	Electricity	353,062	440,000	440,000	440,000
	Total Operations	446,101	560,800	560,400	550,300
	<u>Maintenance</u>				
503207	Tool & Work Equipment	2,012	3,300	3,300	3,300
503209	Treatment Equipment	60,779	75,000	75,000	75,000
503301	Building Maintenance	2,443	7,500	7,500	7,500
503310	Treatment Structures	12,869	15,000	15,000	15,000
	Total Maintenance	78,102	100,800	100,800	100,800
	Total Expenditure Classification	973,018	1,159,850	1,159,450	1,147,500
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	973,018	1,159,850	1,159,450	1,147,500
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	973,018	1,159,850	1,159,450	1,147,500

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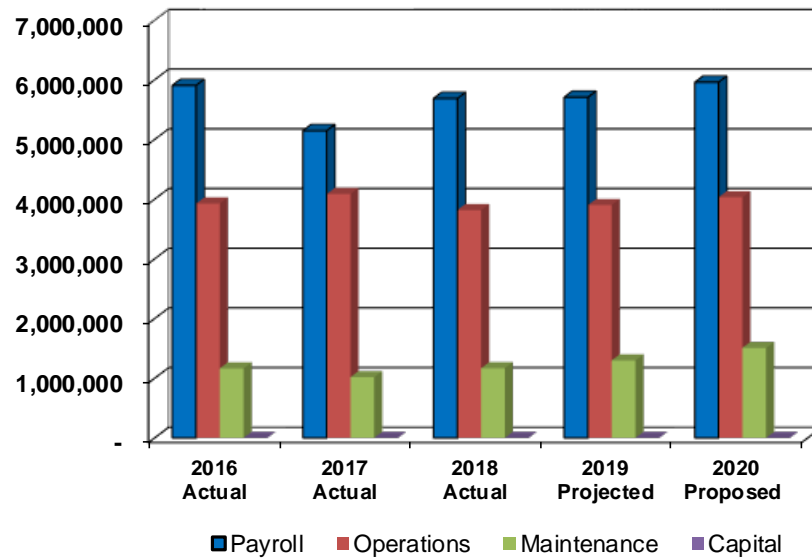
Maintenance

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

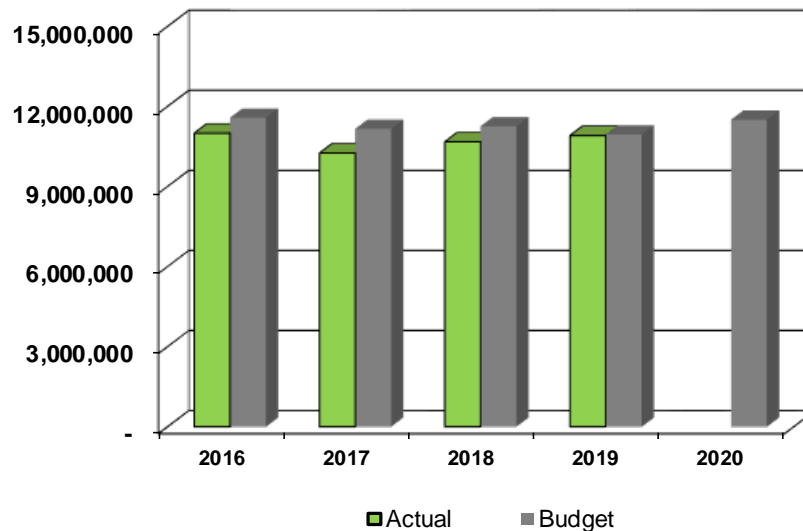


Maintenance

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	5,908,047	5,148,900	5,687,877	5,710,200	5,961,100
Operations	3,927,697	4,087,900	3,817,305	3,902,000	4,033,500
Maintenance	1,164,734	1,018,300	1,168,158	1,299,000	1,508,000
Capital	-	-	-	-	-
Total	11,000,478	10,255,100	10,673,340	10,911,200	11,502,600



	2016	2017	2018	2019	2020
Actual	11,000,478	10,255,100	10,673,340	10,911,200	
Budget	11,575,300	11,162,400	11,254,600	10,946,200	11,502,600
Variance	(574,822)	(907,300)	(581,260)	(35,000)	

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 2020 is \$11,502,600, which is \$556,400 or 5.1% above the expenditure level adopted for 2019 in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages.

Maintenance

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	272,912	246,100	246,100	269,100
Facilities and Electronic Maintenance	5,232,178	4,877,200	4,877,200	5,101,900
Administrative Facilities Maintenance	1,315,545	1,389,000	1,389,000	1,569,000
Central Equipment Maintenance	3,209,346	3,745,400	3,710,400	3,761,300
Inventory	643,358	688,500	688,500	801,300
Total Summary by Activity	10,673,340	10,946,200	10,911,200	11,502,600
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,987,901	5,038,000	5,038,000	5,170,200
Overtime	651,363	622,000	622,000	740,000
Temporary Help	-	-	-	-
Standby & Premium Pay	41,338	42,800	42,800	44,100
Longevity Pay	7,275	7,400	7,400	6,800
Total Payroll	5,687,877	5,710,200	5,710,200	5,961,100
Operations	3,817,305	3,937,000	3,902,000	4,033,500
Maintenance	1,168,158	1,299,000	1,299,000	1,508,000
Capital Outlay	-	-	-	-
Total Summary by Major Account	10,673,340	10,946,200	10,911,200	11,502,600
<u>Funding Allocation</u>				
Sewer Allocation 49%	5,229,900	5,363,600	5,346,500	5,636,200
Water Allocation 51%	5,443,440	5,582,600	5,564,700	5,866,400
Total Funding Allocation	10,673,340	10,946,200	10,911,200	11,502,600

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 2020 is \$269,100. This is up \$23,000 or 9.3% from the expenditure level adopted for 2019.

Payroll: \$23,000

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

Operations: \$0

- The budget is expected to be unchanged for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i><u>Payroll</u></i>				
501101	Regular Pay	231,958	228,000	228,000	253,000
501201	Overtime	9,777	2,000	2,000	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	350	400	400	400
	<i>Total Payroll</i>	<i>242,085</i>	<i>230,400</i>	<i>230,400</i>	<i>253,400</i>
	<i><u>Operations</u></i>				
502026	Clothing Apparel	300	300	300	300
502107	Office Supplies	13,420	6,000	6,000	6,000
502270	Seminars & Conventions	12,946	2,000	2,000	2,000
502271	Dues-Professional Associations	3,364	1,000	1,000	1,000
502272	Books & Subscriptions	112	500	500	500
502273	Employee Education Program	-	-	-	-
502274	Meeting Expenses	686	900	900	900
502287	Outside Services	-	-	-	-
502296	Consulting Services	-	5,000	5,000	5,000
	<i>Total Operations</i>	<i>30,827</i>	<i>15,700</i>	<i>15,700</i>	<i>15,700</i>
	<i>Total Expenditure Classification</i>	<i>272,912</i>	<i>246,100</i>	<i>246,100</i>	<i>269,100</i>
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 49%	133,700	120,600	120,600	131,900
	Water Allocation 51%	139,212	125,500	125,500	137,200
	<i>Total Funding Allocation</i>	<i>272,912</i>	<i>246,100</i>	<i>246,100</i>	<i>269,100</i>

Facilities & Electronic Maintenance

Description

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

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

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

Budget Commentary

The Facilities and Electronic Maintenance budget of \$5,101,900 has increased by \$224,700 or 4.6% above the expenditure level adopted for 2019.

Payroll: \$168,700

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees, which is offset by a transfer of a position to Facilities Maintenance (4046015) in 2020.
- *Longevity* has decreased based upon participation.

Operations: (\$32,000)

- *Salt & Sand Ice Control and Outside Services* are decreasing based on 2020 estimated usage.
- *Ground Care* has increased as a result of the consolidation of the allotment from Operations and Water Pollution Control.
- *Electricity* has increased based on contract pricing.

Maintenance: \$88,000

- An increase in *Maintenance* expenses are based on renewal of software contracts.

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i>Payroll</i>				
501101	Regular Pay	2,877,170	2,882,700	2,882,700	2,952,200
501201	Overtime	492,821	450,000	450,000	550,000
501401	Standby & Premium Pay	34,800	35,000	35,000	35,000
501601	Longevity Pay	5,150	5,200	5,200	4,400
	<i>Total Payroll</i>	3,409,941	3,372,900	3,372,900	3,541,600
	<i>Operations</i>				
502011	Meal Allowances	1,290	4,000	4,000	4,000
502016	Police Services	-	5,000	5,000	-
502022	Salt & Sand Ice Control	-	2,000	2,000	2,000
502026	Clothing & Apparel	21,802	15,000	15,000	29,000
502061	Materials from Stock	117,069	80,000	80,000	80,000
502103	Electrical Supplies	14,073	20,000	20,000	20,000
502107	Office Supplies and Expense	6,670	-	-	6,000
502111	Small Tools	17,993	13,000	13,000	18,000
502112	Communication Equipment & Supplie	8,097	8,000	8,000	8,000
502119	Oil Spill Supplies	-	1,000	1,000	1,000
502138	Safety Equipment	8,308	9,000	9,000	9,000
502164	Weed Control Chemicals	-	1,000	1,000	1,000
502166	Odor Control Chemicals	-	1,000	1,000	1,000
502188	Refuse Collection	-	4,000	4,000	4,000
502190	Security	-	10,000	10,000	-
502203	Ground Care	109,217	130,300	130,300	268,300
502213	Fuel for Heating	40,065	42,000	42,000	62,000
502287	Outside Services	372,859	250,000	250,000	-
502319	Equipment Rental	7,425	15,000	15,000	15,000
502350	Electricity	682,779	550,000	550,000	600,000
	<i>Total Operations</i>	1,407,645	1,160,300	1,160,300	1,128,300
	<i>Maintenance</i>				
503138	Safety Equipment	10,247	10,000	10,000	10,000
503201	Communication Equipment	42,968	35,000	35,000	-
503205	Pump Station Equipment	99,689	100,000	100,000	100,000
503207	Tool & Work Equipment	19,767	17,000	17,000	17,000
503217	Infrastructure Software	64,748	70,000	70,000	143,000
503301	Building Maintenance	111,193	100,000	100,000	150,000
503307	Pump Stations	20,428	-	-	-
503316	Dist Reservoir Standpipes Storage T:	-	12,000	12,000	12,000
	<i>Total Maintenance</i>	414,592	344,000	344,000	432,000
	<i>Total Expenditure Classification</i>	5,232,178	4,877,200	4,877,200	5,101,900
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	2,563,800	2,389,800	2,389,800	2,499,900
	Water Allocation 51%	2,668,378	2,487,400	2,487,400	2,602,000
	<i>Total Funding Allocation</i>	5,232,178	4,877,200	4,877,200	5,101,900

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 \$1,569,000 budget for the Administrative Facilities for 2020 is increased by \$180,000 or 13% above the expenditure level adopted for 2019.

Operations: \$120,000

- Budget includes an increase to the Janitorial contracts for 2020 in addition to anticipated Electricity and Heating & Air Conditioning costs for 2020.

Maintenance: \$60,000

- The budget has increased due to the 5-year annual additional Fire Protection Testing and Crane Inspections required in 2020.

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<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	13,541	10,000	10,000	10,000
502104	Janitorial Supplies	51,801	80,000	80,000	80,000
502184	Custodial Services	322,080	330,000	330,000	400,000
502185	Heating Ventilating & Air Conditioning	30,858	60,000	60,000	60,000
502188	Refuse Collection	50,407	68,000	68,000	68,000
502190	Security	5,122	10,000	10,000	10,000
502213	Fuel for Heating	77,233	120,000	120,000	120,000
502304	Pest Control Services	8,400	11,000	11,000	11,000
502350	Electricity	374,090	400,000	400,000	425,000
502351	Heating & Air Conditioning	218,607	200,000	200,000	225,000
	Total Operations	1,152,139	1,289,000	1,289,000	1,409,000
	<u>Maintenance</u>				
503301	Building Maintenance	163,406	100,000	100,000	160,000
	Total Maintenance	163,406	100,000	100,000	160,000
	Total Expenditure Classification	1,315,545	1,389,000	1,389,000	1,569,000
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	644,600	680,600	680,600	768,800
	Water Allocation 51%	670,945	708,400	708,400	800,200
	Total Funding Allocation	1,315,545	1,389,000	1,389,000	1,569,000

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 2020 is \$3,761,300, which is above the 2019 approved level by \$15,900 or .4%.

Payroll: (\$53,600)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by a decrease in workforce due to a vacancy that will not be filled in 2020.

Operations: \$8,500

- *Natural Gas* and *Electricity* expenses are expected to increase in 2020.
- *Waste Collection* rates have increased for 2020.

Maintenance: \$61,000

- 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	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,330,444	1,355,000	1,355,000	1,301,200
501201	Overtime	73,535	80,000	80,000	80,000
501401	Standby & Premium Pay	450	800	800	800
501601	Longevity Pay	1,775	1,800	1,800	2,000
	Total Payroll	1,406,205	1,437,600	1,437,600	1,384,000
	<u>Operations</u>				
502011	Meal Allowances	60	300	300	300
502013	Permits	525	2,500	2,500	2,500
502026	Clothing & Apparel	10,665	18,000	18,000	18,000
502032	Inventory Adjustments	(65)	-	-	-
502061	Materials From Stock	272,885	300,000	300,000	300,000
502103	Electrical Supplies	-	3,300	3,300	3,300
502107	Office Supplies & Expenses	4,967	3,000	3,000	3,000
502111	Small Tools	14,916	18,000	18,000	18,000
502138	Safety Equipment	13,175	25,000	25,000	25,000
502167	Wash-Bay Chemicals	21,074	40,000	40,000	40,000
502188	Refuse Collection	12,717	12,000	12,000	15,000
502190	Security	4,334	6,500	6,500	6,500
502210	Propane Gas	1,636	10,000	10,000	10,000
502213	Fuel for Heating	15,209	30,000	30,000	30,000
502214	Gasoline	245,834	300,000	290,000	300,000
502216	Diesel Fuel	333,690	400,000	375,000	400,000
502271	Dues-Professional Associations	-	1,000	1,000	1,000
502274	Meeting Expense	817	1,000	1,000	1,000
502296	Consultant Services	171,952	170,000	170,000	170,000
502319	Equipment Rental	10,629	10,200	10,200	10,200
502350	Electricity	45,852	71,000	71,000	72,500
502352	Natural Gas	32,110	31,000	31,000	35,000
	Total Operations	1,212,982	1,452,800	1,417,800	1,461,300
	<u>Maintenance</u>				
503204	Power Operated Equipment	140,485	189,000	189,000	200,000
503207	Tool & Work Equipment	123,413	150,000	150,000	170,000
503208	Transportation Equipment	277,261	352,000	352,000	382,000
503211	Stationary Power Equipment	13,730	54,000	54,000	54,000
503301	Building Maintenance	35,271	110,000	110,000	110,000
	Total Maintenance	590,160	855,000	855,000	916,000
	Total Expenditure Classification	3,209,346	3,745,400	3,710,400	3,761,300
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	1,572,600	1,835,200	1,818,100	1,843,000
	Water Allocation 51%	1,636,746	1,910,200	1,892,300	1,918,300
	Total Funding Allocation	3,209,346	3,745,400	3,710,400	3,761,300

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 2020 is \$801,300, which is up \$112,800 or 16.4% above the 2019 approved level.

Payroll: \$112,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and a transfer of a position from Plant Maintenance (4042015).

Operations: \$0

- Expenditure costs are expected to remain unchanged in 2020.

Inventory

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	548,328	572,300	572,300	663,800
501201	Overtime	75,230	90,000	90,000	110,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	6,088	7,000	7,000	8,300
501601	Longevity Pay	-	-	-	-
	Total Payroll	629,646	669,300	669,300	782,100
	<u>Operations</u>				
502011	Meal Allowances	770	3,000	3,000	3,000
502017	Postage	7,989	10,000	10,000	10,000
502026	Clothing & Apparel	4,249	4,200	4,200	4,200
502107	Office Supplies & Expenses	704	1,000	1,000	1,000
502111	Small Tools	-	500	500	500
502138	Safety Equipment	-	500	500	500
	Total Operations	13,712	19,200	19,200	19,200
	Total Expenditure Classification	643,358	688,500	688,500	801,300
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	315,200	337,400	337,400	392,600
	Water Allocation 51%	328,158	351,100	351,100	408,700
	Total Funding Allocation	643,358	688,500	688,500	801,300

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Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

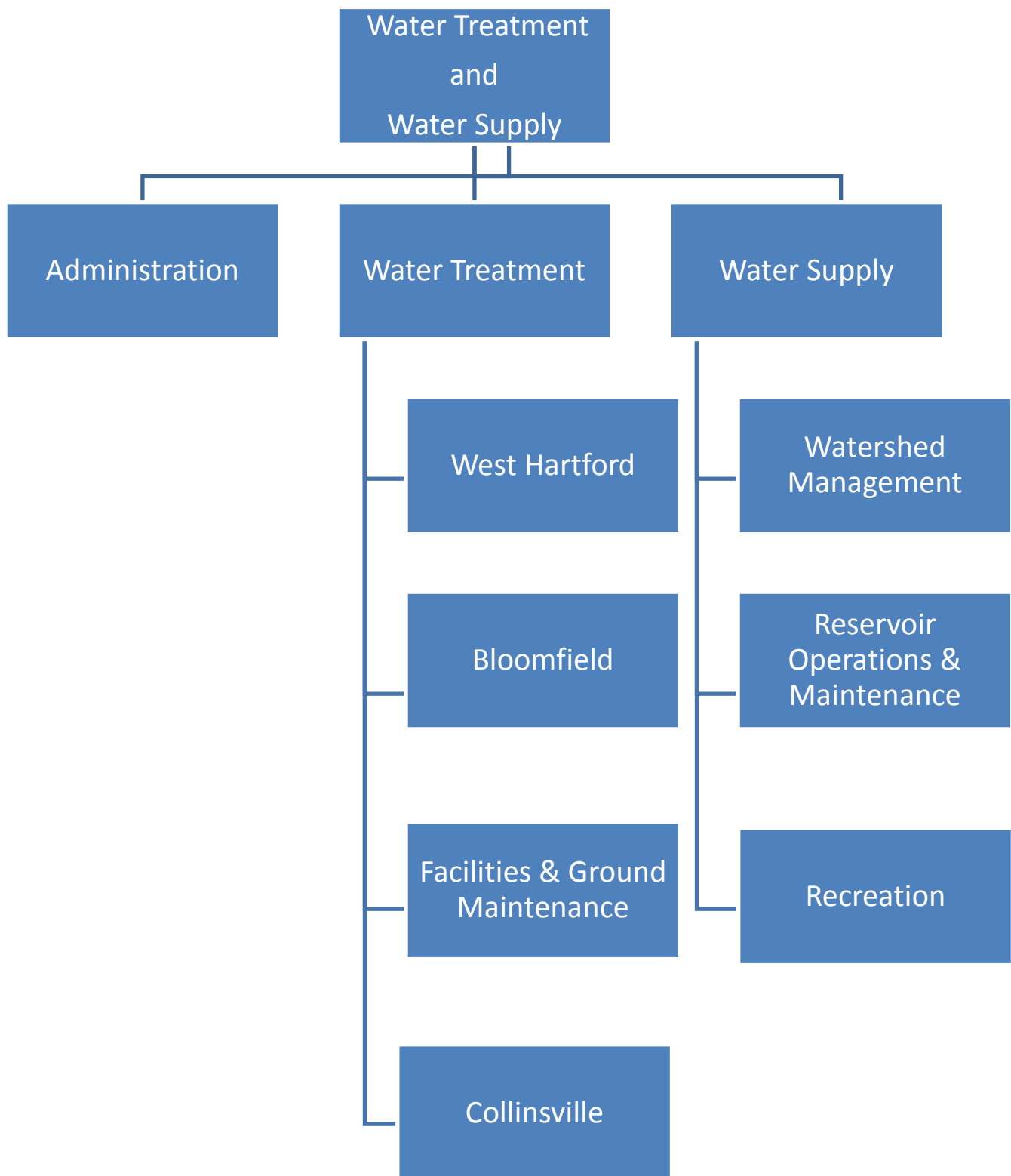
Collinsville

Water Supply

Watershed Maintenance

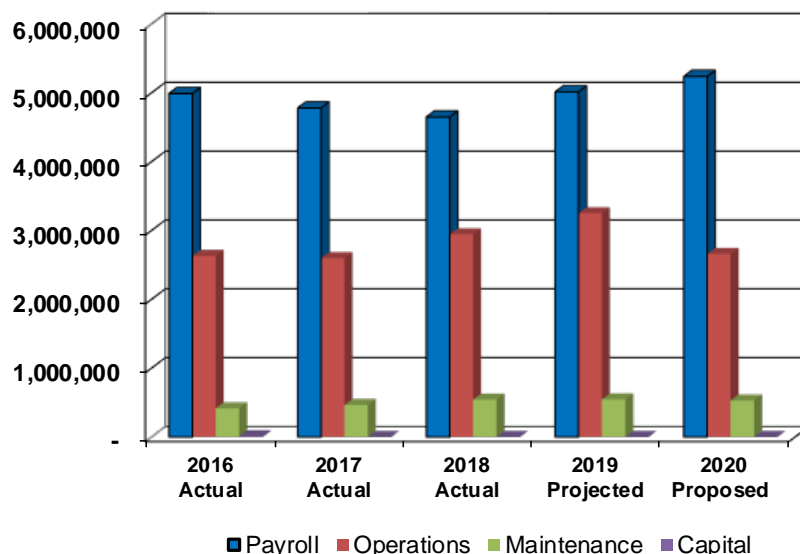
Reservoir Operations & Maintenance

Recreation

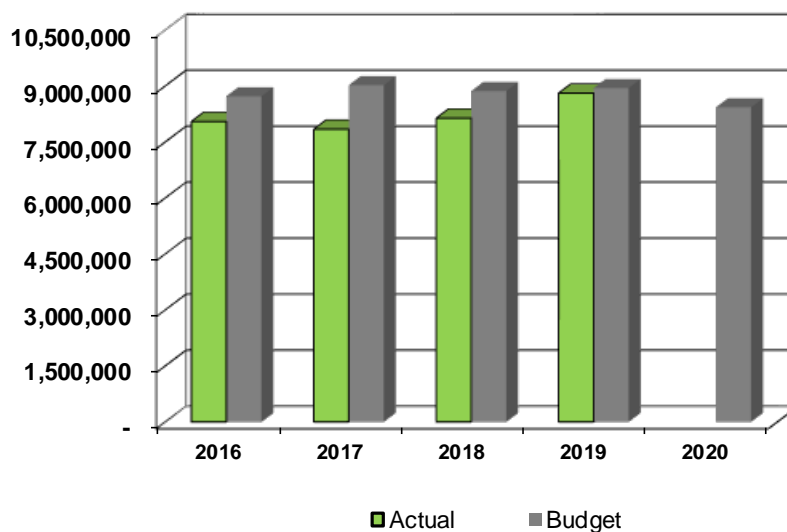


Water Treatment & Supply

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	4,990,121	4,779,700	4,649,321	5,014,400	5,238,900
Operations	2,630,140	2,597,300	2,943,730	3,249,900	2,659,400
Maintenance	416,038	464,600	543,014	545,500	528,600
Capital	11,759	-	-	-	-
Total	8,048,058	7,841,600	8,136,065	8,809,800	8,426,900



	2016	2017	2018	2019	2020
Actual	8,048,058	7,841,600	8,136,065	8,809,800	
Budget	8,724,400	9,021,700	8,861,500	8,944,700	8,426,900
Variance	(676,342)	(1,180,100)	(725,435)	(134,900)	

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 2020 is \$8,426,900, a decrease of \$517,800 or 5.8 % below the 2019 adopted level. Budget details pertaining to the Water Treatment and Supply activities follow.

Water Treatment and Supply

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	467,613	497,800	492,800	516,000
West Hartford	2,611,141	2,900,900	2,912,900	2,911,700
Bloomfield	1,316,172	1,383,400	1,348,400	1,411,000
Facilities & Ground Maintenance	727,008	913,800	911,800	926,700
Collinsville	130,565	137,400	133,300	145,800
Reservoir Operations & Maintenance	456,202	552,100	527,100	549,800
Water Supply	2,378,452	2,509,500	2,447,300	1,921,100
Recreation	48,912	49,800	36,200	44,800
<i>Total Summary by Activity</i>	8,136,065	9,940,300	8,809,800	8,426,900
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,137,865	4,484,700	4,484,700	4,691,700
Overtime	452,846	518,000	461,000	471,000
Temporary Help	9,351	15,000	10,000	17,000
Standby & Premium Pay	42,583	40,500	51,300	52,000
Longevity Pay	6,675	7,400	7,400	7,200
<i>Total Payroll</i>	4,649,321	5,065,600	5,014,400	5,238,900
Operations	2,943,730	3,325,100	3,249,900	2,659,400
Maintenance	543,014	554,000	545,500	528,600
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	8,136,065	8,944,700	8,809,800	8,426,900
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	8,136,065	8,944,700	8,809,800	8,426,900
<i>Total Funding Allocation</i>	8,136,065	8,944,700	8,809,800	8,426,900

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 2020 Water Treatment and Supply Administration budget is \$516,000, an increase of \$18,200 or 3.7% above the adopted level for 2019.

Payroll: \$19,700

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

Operations: (\$1,500)

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	436,342	461,300	461,300	481,300
501201	Overtime	522	3,000	3,000	3,000
501301	Temporary Help	1,680	-	-	-
501401	Standby & Premium Pay	-	300	300	-
501601	Longevity Pay	1,400	1,500	1,500	1,500
	<i>Total Payroll</i>	439,944	466,100	466,100	485,800
	<u>Operations</u>				
502011	Meal Allowances	-	-	-	-
502013	Permits	1,410	2,000	2,000	2,000
502026	Clothing & Apparel	798	1,200	1,200	1,000
502027	Vehicle Mileage Allowance	-	200	200	200
502028	Property Taxes	-	-	-	-
502049	Licenses and Registration	-	1,800	1,000	1,000
502104	Janitorial Services	-	1,000	-	-
502107	Office Supplies and Expenses	8,969	7,000	7,000	7,000
502190	Security	-	500	-	-
502251	Printed Forms	-	-	-	-
502270	Seminars & Conventions	8,430	5,000	7,300	6,000
502271	Dues-Professional Associations	1,191	1,800	1,800	1,800
502272	Books & Subscriptions	-	500	500	500
502274	Meeting Expenses	623	700	700	700
502287	Outside Services	6,248	10,000	5,000	10,000
502296	Consultant Services	-	-	-	-
502319	Equipment Rental	-	-	-	-
502353	Telephone Voice & Data	-	-	-	-
	<i>Total Operations</i>	27,670	31,700	26,700	30,200
	<i>Total Expenditure Classification</i>	467,613	497,800	492,800	516,000
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	467,613	497,800	492,800	516,000
	<i>Total Funding Allocation</i>	467,613	497,800	492,800	516,000

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 2020 is \$2,911,700. This is an increase of \$10,800 or 0.4% above the 2019 adopted budget.

Payroll: \$900

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees and is offset by an elimination of a position in this department.
- *Standby & Premium Pay* expenses is increasing based upon union contract agreements.

Operations: \$9,500

- *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: \$400

- *Treatment Equipment* expenses are expected to increase based on projected planned maintenance.

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	1,169,728	1,246,000	1,246,000	1,228,000
501201	Overtime	228,937	198,000	198,000	205,000
501301	Temporary Help	1,408	-	-	-
501401	Standby & Premium Pay	25,235	23,000	35,000	35,000
501601	Longevity Pay	2,850	3,100	3,100	3,000
	<i>Total Payroll</i>	<i>1,428,158</i>	<i>1,470,100</i>	<i>1,482,100</i>	<i>1,471,000</i>
	<u>Operations</u>				
502011	Meal Allowances	550	800	800	800
502026	Clothing & Apparel	7,791	8,000	8,000	8,000
502061	Material from Stock	19,200	18,000	18,000	10,000
502102	Bedwash Supplies	24,306	32,000	32,000	30,000
502103	Electrical Supplies	1,871	2,000	2,000	2,000
502104	Janitorial Supplies	-	1,500	1,500	1,000
502111	Small Tools	2,968	4,000	4,000	3,500
502119	Oil Spill Supplies	864	1,000	1,000	1,000
502138	Safety Equipment	345	2,000	2,000	2,000
502150	Water Treatment Chemicals	571,034	650,000	650,000	650,000
502188	Refuse Collection	5,650	5,500	5,500	6,000
502213	Fuel for Heating	59,541	70,000	70,000	70,000
502216	Diesel Fuel	-	1,500	1,500	1,500
502255	Blueprints, Maps, & Charts	56	1,000	1,000	1,000
502287	Outside Services	225,532	267,000	267,000	287,000
502319	Equipment Rental	-	1,000	1,000	1,000
502350	Electricity	193,870	270,000	270,000	270,000
	<i>Total Operations</i>	<i>1,113,552</i>	<i>1,335,300</i>	<i>1,335,300</i>	<i>1,344,800</i>
	<u>Maintenance</u>				
503138	Safety Equipment	218	500	500	500
503205	Pump Station Equipment	37	1,000	1,000	1,000
503207	Tool & Work Equipment	4,053	4,000	4,000	4,000
503209	Treatment Equipment	19,147	40,000	40,000	40,400
503301	Building Maintenance	9,808	10,000	10,000	10,000
503310	Treatment Structures	36,168	40,000	40,000	40,000
	<i>Total Maintenance</i>	<i>69,431</i>	<i>95,500</i>	<i>95,500</i>	<i>95,900</i>
	<i>Total Expenditure Classification</i>	<i>2,611,141</i>	<i>2,900,900</i>	<i>2,912,900</i>	<i>2,911,700</i>
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,611,141	2,900,900	2,912,900	2,911,700
	<i>Total Funding Allocation</i>	<i>2,611,141</i>	<i>2,900,900</i>	<i>2,912,900</i>	<i>2,911,700</i>

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 2020 budget for Bloomfield Water Treatment totals \$1,411,000, which is \$27,600 or a 2.0% increase from the 2019 approved level.

Payroll: \$28,200

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

Operations: (\$9,300)

- *Electricity* and other various allotments are expected to decrease slightly based on commodity pricing.

Maintenance: \$8,700

- *Treatment Equipment* is expected to increase based upon the wear/tear and life expectancy of current equipment. Anticipated increase for the replacement and/or repair of older equipment.

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i>Payroll</i>				
501101	Regular Pay	542,971	588,800	588,800	616,000
501201	Overtime	66,030	80,000	80,000	80,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	17,348	14,000	14,000	15,000
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	626,349	682,800	682,800	711,000
	<i>Operations</i>				
502011	Meal Allowances	90	200	200	200
502026	Clothing & Apparel	4,266	4,200	4,200	4,200
502061	Material from Stock	6,020	5,000	5,000	4,000
502103	Electrical Supplies	-	-	-	-
502104	Janitorial Supplies	1,798	2,000	2,000	1,800
502111	Small Tools	562	2,000	2,000	1,500
502138	Safety Equipment	1,140	1,200	1,200	1,200
502150	Water Treatment Chemicals	331,891	370,000	350,000	370,000
502188	Refuse Collection	3,508	3,800	3,800	4,200
502191	Sludge Removal	813	1,000	1,000	1,000
502213	Fuel for Heating	28,032	28,000	28,000	28,000
502215	Oil & Lubricant	-	500	500	-
502255	Blueprints, Maps, & Charts	-	200	200	-
502273	Employee Ed Program	98	-	-	-
502287	Outside Services	20,862	19,000	19,000	21,700
502319	Equipment Rental	-	1,000	1,000	1,000
502350	Electricity	150,584	180,000	165,000	170,000
	<i>Total Operations</i>	549,664	618,100	583,100	608,800
	<i>Maintenance</i>				
503138	Safety Equipment	1,390	2,500	2,500	1,200
503209	Treatment Equipment	76,416	50,000	50,000	60,000
503301	Building Maintenance	4,747	5,000	5,000	5,000
503310	Treatment Structures	57,606	25,000	25,000	25,000
	<i>Total Maintenance</i>	140,159	82,500	82,500	91,200
	<i>Total Expenditure Classification</i>	1,316,172	1,383,400	1,348,400	1,411,000
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,316,172	1,383,400	1,348,400	1,411,000
	<i>Total Funding Allocation</i>	1,316,172	1,383,400	1,348,400	1,411,000

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 2020 is \$926,700 or a 1.4% increase above the adopted level for 2019.

Payroll: \$15,100

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

Operations: (\$2,200)

- *Tool & Work Equipment* is expected to decreased in 2020.

Maintenance: \$0

- *There is no anticipated increase in expenditures for 2020.*

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<i><u>Payroll</u></i>				
501101	Regular Pay	624,025	773,500	773,500	785,600
501201	Overtime	39,463	45,000	45,000	48,000
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	1,000	1,000	1,000
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	663,488	819,500	819,500	834,600
	<i><u>Operations</u></i>				
502011	Meal Allowances	350	500	500	300
502022	Salt & Sand Ice Control	11,898	15,000	15,000	15,000
502026	Clothing & Apparel	2,100	2,800	2,800	2,800
502111	Small Tools	1,329	2,500	2,500	2,500
502119	Oil Spill Supplies	-	400	400	400
502138	Safety Equipment	321	2,000	1,500	1,500
502207	Tool & Work Equipment	2,301	3,000	1,500	1,500
502287	Outside Services	4,396	22,000	22,000	22,000
	<i>Total Operations</i>	22,695	48,200	46,200	46,000
	<i><u>Maintenance</u></i>				
503101	Land	11,299	15,000	15,000	15,000
503138	Safety Equipment	180	600	600	600
503207	Tool & Work Equipment	1,012	500	500	500
503301	Building Maintenance	893	10,000	10,000	10,000
503312	Reservoir Structures	27,441	12,000	12,000	12,000
503313	Service Roads	-	8,000	8,000	8,000
	<i>Total Maintenance</i>	40,825	46,100	46,100	46,100
	<i>Total Expenditure Classification</i>	727,008	913,800	911,800	926,700
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	727,008	913,800	911,800	926,700
	<i>Total Funding Allocation</i>	727,008	913,800	911,800	926,700

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 2020 budget for Water Treatment, Collinsville is \$145,800 which is \$8,400 or 6.1% above the 2019 adopted level.

Operations: \$5,400

- 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 2020.

Maintenance: \$3,000

- Treatment Equipment and Treatment Structures expenditures are expected to increase in 2020 to align with historical spending.

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<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	8,842	2,500	2,500	7,000
502111	Small Tools	123	600	500	500
502137	Fire Equipment	-	300	300	300
502150	Water Treatment Chemicals	26,232	23,000	23,000	29,000
502191	Sludge Removal	4,184	6,000	6,000	6,000
502213	Fuel for Heating	7,568	14,000	14,000	11,000
502287	Outside Services	1,693	5,000	3,000	3,000
502350	Electricity	61,551	72,000	68,000	72,000
	Total Operations	110,193	123,400	117,300	128,800
	<u>Maintenance</u>				
503209	Treatment Equipment	16,596	10,000	12,000	12,000
503301	Building Maintenance	756	1,500	1,500	1,500
503310	Treatment Structures	3,020	2,500	2,500	3,500
	Total Maintenance	20,372	14,000	16,000	17,000
	Total Expenditure Classification	130,565	137,400	133,300	145,800
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	130,565	137,400	133,300	145,800
	Total Funding Allocation	130,565	137,400	133,300	145,800

Watershed Management

Description

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

Budget Commentary

The Watershed Management 2020 budget totals \$549,800. This is a decrease of \$2,300 or 0.4% below the budget for 2019.

Payroll: \$8,300

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime Pay & Temporary Help* Expenditures have been decreased in 2020 as a result of not operating the Colebrook Hydro Facility.

Operations: \$6,000

- *Outside Services* costs are anticipated to increase due to additional requested services.

Maintenance: \$0

- The budget is expected to be unchanged for 2020.

Watershed Management

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u><i>Payroll</i></u>				
501101	Regular Pay	386,041	397,700	397,700	411,400
501201	Overtime	2,146	32,000	15,000	15,000
501301	Temporary Help	6,370	15,000	8,000	10,000
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	1,600	1,900	1,900	1,900
	<i>Total Payroll</i>	396,157	446,600	422,600	438,300
	<u><i>Operations</i></u>				
502005	Custom Sawing	-	-	-	-
502011	Meal Allowances	-	-	-	-
502026	Clothing & Apparel	3,299	4,000	4,000	4,000
502049	Licenses and Registration	220	2,000	1,000	1,000
502061	Material from Stock	-	-	-	-
502101	Alloy Chain	376	2,500	2,500	2,500
502107	Office Supplies & Expense	1,102	1,300	1,300	1,300
502111	Small Tools	6,449	6,000	6,000	6,000
502115	Computer Software	-	500	500	500
502119	Oil Spill Supplies	2,435	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	-	1,000	1,000	1,000
502287	Outside Services	32,020	30,000	30,000	37,000
	<i>Total Operations</i>	45,900	71,300	70,300	77,300
	<u><i>Maintenance</i></u>				
503101	Land	11,401	30,000	30,000	30,000
503203	Office Furniture & Equipment	40	1,200	1,200	1,200
503207	Tool & Work Equipment	2,704	3,000	3,000	3,000
	<i>Total Maintenance</i>	14,145	34,200	34,200	34,200
	<i>Total Expenditure Classification</i>	456,202	552,100	527,100	549,800
	<u><i>Funding Allocation</i></u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	456,202	552,100	527,100	549,800
	<i>Total Funding Allocation</i>	456,202	552,100	527,100	549,800

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 2020 Reservoir Operations and Maintenance budget of \$1,921,100 is decreasing by \$588,400 or 23.4% below the level adopted for 2019.

Payroll: \$117,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of employee from 3040015.
- *Overtime* expenses are expected to be lower in 2020.

Operations: \$673,600

- *Fuel for Heating* expenses are expected to be lower based upon historical spend.
- *The District is no longer operating the Colebrook Reservoir; which eliminates the "Colebrook Reservoir Lease" fee that is charged by the Army Corp.*

Maintenance: (\$32,500)

- *Overall Maintenance* costs are decreasing because The District is no longer responsible for the maintenance of the Colebrook Reservoir.

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	978,759	1,017,400	1,017,400	1,169,400
501201	Overtime	115,748	160,000	120,000	120,000
501301	Temporary Help	-	-	2,000	7,000
501401	Standby & Premium Pay	-	2,200	1,000	1,000
501601	Longevity Pay	825	900	900	800
	Total Payroll	1,095,332	1,180,500	1,141,300	1,298,200
	<u>Operations</u>				
502002	Colebrook Reservoir Lease	811,457	685,000	685,000	-
502006	Fertilizer	4,620	10,000	10,000	12,000
502011	Meal Allowances	179	300	300	300
502013	Permits	50	500	500	500
502021	Riparian Commitment	-	60,000	60,000	60,000
502022	Salt & Sand Ice Control	12,738	13,000	13,000	13,000
502026	Clothing & Apparel	12,422	12,400	10,000	12,400
502049	Licenses & Registrations	-	1,000	1,000	1,000
502061	Material from Stock	3,940	5,000	5,000	5,000
502103	Electrical Supplies	271	2,000	1,000	1,000
502111	Small Tools	6,510	8,000	8,000	8,000
502112	Communication Equipment & Supplies	261	1,000	1,000	1,000
502137	Fire Equipment	1,033	3,000	3,000	3,000
502138	Safety Equipment	3,948	4,000	4,000	4,000
502164	Weed Control-Chemical & Supplies	-	4,000	4,000	6,000
502184	Custodial Services	13,837	17,000	17,000	18,000
502185	Heating Ventilating & Air Conditioning	484	500	500	500
502187	Septic Tank Pumping	2,175	5,000	5,000	5,000
502188	Refuse Collection	2,733	4,000	4,000	3,000
502207	Tool & Work Equipment	4,896	7,600	6,000	6,000
502213	Fuel for Heating	44,583	74,000	64,000	64,000
502287	Outside Services	29,850	30,000	30,000	50,000
502319	Equipment Rental	17,953	30,000	25,000	30,000
502350	Electricity	71,900	95,000	95,000	95,000
	Total Operations	1,045,841	1,072,300	1,052,300	398,700
	<u>Maintenance</u>				
503101	Land	24,796	30,000	30,000	30,000
503207	Tool & Work Equipment	2,190	2,200	2,200	2,200
503301	Building Maintenance	31,615	50,000	50,000	40,000
503304	Mains	51	7,000	4,000	7,000
503311	Other Source Structures	25,500	37,500	37,500	30,000
503312	Reservoir Structures	127,320	100,000	100,000	80,000
503313	Service Roads	25,807	30,000	30,000	35,000
	Total Maintenance	237,279	256,700	253,700	224,200
	Total Expenditure Classification	2,378,452	2,509,500	2,447,300	1,921,100

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 2020 Recreation budget of \$44,800 is decreasing by \$5,000 or 10% below the level adopted for 2019.

Payroll: \$0

- No changes in the budget for 2020.

Operations: \$0

- No changes in the budget for 2020.

Maintenance: (\$5,000)

- The Service Roads Expenditure has been eliminated in 2020 due to the elimination of the Colebrook Reservoir.

Recreation

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	-	-	-	-
501301	Temporary Help	(106)	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	(106)	-	-	-
	<u>Operations</u>				
502111	Small Tools	-	400	400	400
502114	Recreation Supplies & Expenses	4,873	5,000	5,000	5,000
502187	Septic Tank Pumping	2,030	3,000	3,000	3,000
502195	Agency Hire	2,243	3,500	3,500	3,500
502207	Tool & Work Equipment	1,541	2,300	1,300	2,300
502319	Equipment Rental	15,342	7,500	3,000	7,500
502350	Electricity	2,188	3,100	2,500	3,100
	Total Operations	28,216	24,800	18,700	24,800
	<u>Maintenance</u>				
503101	Land	7,450	7,500	3,000	7,500
503301	Building Maintenance	2,376	5,500	5,500	5,500
503313	Service Roads	8,960	5,000	3,000	-
503417	Recreation Equipment	2,016	7,000	6,000	7,000
	Total Maintenance	20,802	25,000	17,500	20,000
	Total Expenditure Classification	48,912	49,800	36,200	44,800
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	48,912	49,800	36,200	44,800
	Total Funding Allocation	48,912	49,800	36,200	44,800

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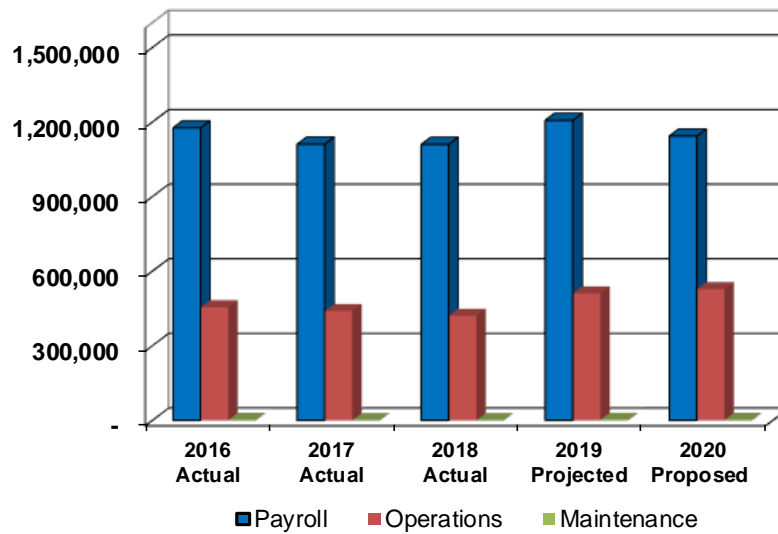
Patrol

Administration
Recreation

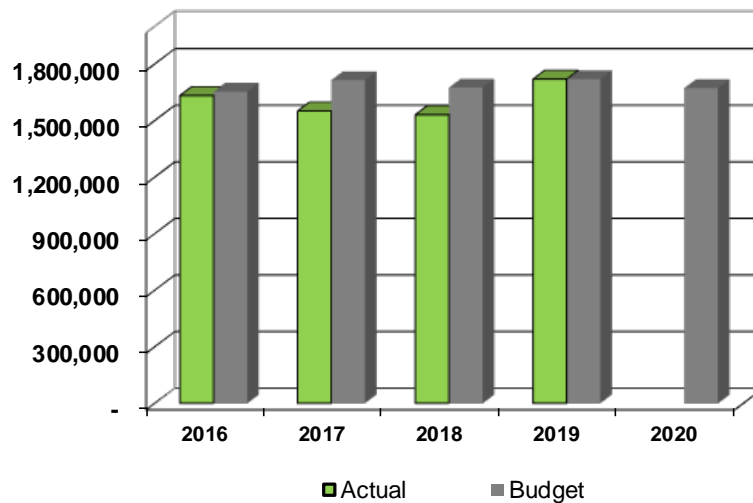


Patrol

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	1,176,662	1,111,000	1,110,132	1,207,100	1,143,700
Operations	454,500	439,100	420,373	510,400	527,400
Maintenance	980	-	-	2,000	1,000
Total	1,632,142	1,550,100	1,530,506	1,719,500	1,672,100



	2016	2017	2018	2019	2020
Actual	1,632,142	1,550,100	1,530,506	1,719,500	
Budget	1,653,100	1,713,900	1,674,600	1,719,500	1,672,100
Variance	(20,958)	(163,800)	(144,094)	-	

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 2020 the Patrol Department will be managing the Recreational Area.

Budget Commentary

The 2020 budget for the Patrol Administration and Recreation is \$1,672,100, which has decreased by \$47,400 or 2.8% below the expenditure level adopted for 2019. Budget details regarding the activity and departments are provided on succeeding pages.

Patrol

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Administration	1,227,203	1,308,500	1,308,500	1,256,600
Recreation	369,072	411,000	411,000	415,500
<i>Total Summary by Activity</i>	1,596,276	1,719,500	1,719,500	1,672,100
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	860,749	886,300	886,300	805,700
Overtime	64,656	64,000	64,000	74,000
Temporary Help	181,413	245,000	245,000	252,400
Standby & Premium Pay	1,840	10,000	10,000	10,400
Longevity Pay	1,475	1,800	1,800	1,200
<i>Total Payroll</i>	1,110,132	1,207,100	1,207,100	1,143,700
Operations	420,373	510,400	510,400	527,400
Maintenance	770	2,000	2,000	1,000
Capital Outlay	65,000	-	-	-
<i>Total Summary by Major Account</i>	1,596,276	1,719,500	1,719,500	1,672,100
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,596,276	1,719,500	1,719,500	1,672,100
<i>Total Funding Allocation</i>	1,596,276	1,719,500	1,719,500	1,672,100

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 2020 is \$1,256,600 which is \$51,900 or 4% below the 2019 budget.

Payroll: (\$67,900)

- *Regular Pay* includes increments and cost of living for eligible employees which is offset by a retirement in the department.
- *Longevity* has decreased based upon elimination of position through retirement.

Operations: \$17,000

- *Communication Equipment & Supplies* expected to increase due to the purchasing of new radios in 2020.

Maintenance: (\$1,000)

- Decrease in costs of Office Furniture & Equipment and Tool & Work Equipment anticipated in 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	860,749	886,300	886,300	805,700
501201	Overtime	63,265	60,000	60,000	70,000
501301	Temporary Help	44,278	95,000	95,000	97,900
501401	Standby & Premium Pay	1,840	10,000	10,000	10,400
501601	Longevity Pay	1,475	1,800	1,800	1,200
	Total Payroll	971,607	1,053,100	1,053,100	985,200
	<u>Operations</u>				
502011	Meal Allowances	20	300	300	300
502026	Clothing & Apparel	15,921	10,000	10,000	10,500
502107	Office Supplies & Expenses	3,459	5,000	5,000	5,000
502112	Communication Equipment & Supplies	16,668	12,000	12,000	22,000
502117	Field Supplies	(830)	3,000	3,000	3,000
502136	Safety & First Aid Supplies	36	1,000	1,000	1,000
502138	Safety Equipment	246	600	600	600
502190	Security	132,054	195,000	195,000	200,000
502207	Tool & Work Equipment	600	700	700	700
502270	Seminars and Conventions	847	4,000	4,000	4,000
502271	Dues-Professional Associations	860	1,000	1,000	1,500
502272	Books & Subscriptions	150	300	300	300
502274	Meeting Expenses	-	-	-	1,000
502287	Outside Services	19,795	20,500	20,500	20,500
	Total Operations	189,826	253,400	253,400	270,400
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	770	1,500	1,500	500
503207	Tool & Work Equipment	-	500	500	500
503208	Transportation	-	-	-	-
	Total	770	2,000	2,000	1,000
	Total Expenditure Classification	1,162,203	1,308,500	1,308,500	1,256,600
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,162,203	1,308,500	1,308,500	1,256,600
	Total Funding Allocation	1,162,203	1,308,500	1,308,500	1,256,600

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 2020 totals \$415,500 which is \$4,500 or 1.1% higher than the expenditure level adopted for 2019.

Payroll: \$4,500

- *Temporary Help* increase due to anticipation of utilizing seasonal employees for an extended period of time in 2020.

Operations: \$0

- *No anticipated expenditure changes expected in 2020.*

Recreation

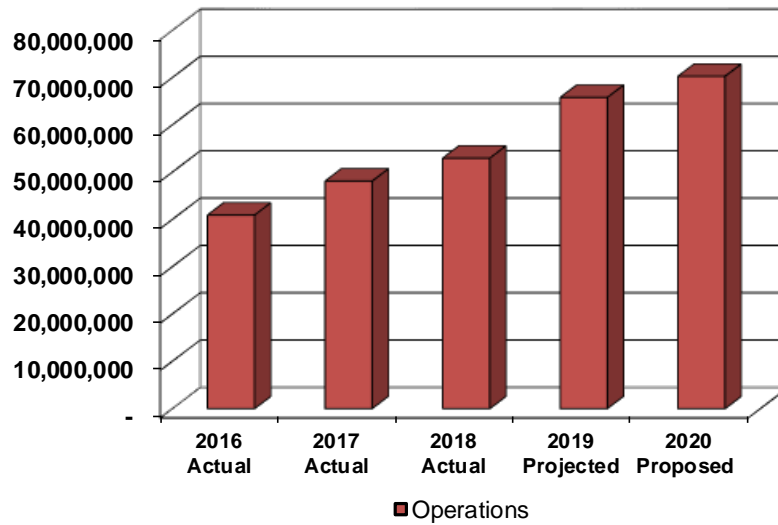
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	-	-	-	-
501201	Overtime	1,391	4,000	4,000	4,000
501301	Temporary Help	137,134	150,000	150,000	154,500
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	138,525	154,000	154,000	158,500
	<u>Operations</u>				
502026	Clothing & Apparel	1,565	2,500	2,500	2,500
502107	Office Supplies & Expenses	387	-	-	-
502112	Communication Equipment & Supplies	1,028	2,500	2,500	2,500
502114	Recreation Supplies & Expenses	2,073	2,500	2,500	2,500
502136	Safety & First Aid Supplies	-	1,500	1,500	1,500
502190	Security	222,698	245,000	245,000	245,000
502287	Outside Services	2,796	3,000	3,000	3,000
	<i>Total Operations</i>	230,547	257,000	257,000	257,000
	<i>Total Expenditure Classification</i>	369,072	411,000	411,000	415,500
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	369,072	411,000	411,000	415,500
	<i>Total Funding Allocation</i>	369,072	411,000	411,000	415,500

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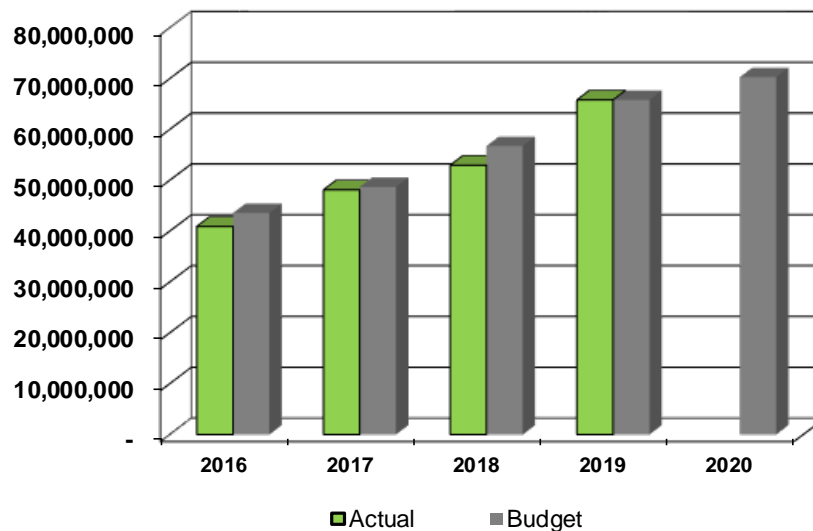
Debt Service

Debt Service

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Operations	40,930,648	48,133,491	52,968,800	65,822,800	70,293,800
Total	40,930,648	48,133,491	52,968,800	65,822,800	70,293,800



	2016	2017	2018	2019	2020
Actual	40,930,648	48,133,491	52,968,800	65,822,800	
Budget	43,573,300	48,698,300	56,741,300	65,822,800	70,293,800
Variance	(2,642,652)	(564,809)	(3,772,500)	-	

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 2020 is \$70,293,800. This is an increase of \$4,471,000 or 6.8% above the total adopted 2019 level. Budget details pertaining to the Debt Service activities can be found on the following pages.

Debt Service

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Legal Services	152,568	408,700	408,700	408,700
Interest & Note Issue Expense	-	636,100	636,100	893,600
Interest on Bonds	17,999,827	22,866,000	22,866,000	24,741,500
Principal on Bonds	34,816,404	41,912,000	41,912,000	44,250,000
<i>Total Expenditure Classification</i>	<i>52,968,800</i>	<i>65,822,800</i>	<i>65,822,800</i>	<i>70,293,800</i>
 <i><u>Funding Allocation - (Composite)</u></i>				
Sewer Allocation 52%	26,991,511	34,069,500	34,069,500	36,468,600
Water Allocation 48%	25,977,289	31,753,300	31,753,300	33,825,200
<i>Total Funding Allocation</i>	<i>52,968,800</i>	<i>65,822,800</i>	<i>65,822,800</i>	<i>70,293,800</i>

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 2020 totals \$33,825,200 which is \$2,071,900 or 6.5% higher than the 2019 adopted level. This is department is increasing due bond issues and the consolidation of departments.

Operations: \$2,071,900

- 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	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502292	Legal Services	42,878	157,700	157,700	157,700
502363	Interest & Note Issue Expense	-	215,600	215,600	156,000
502364	Interest on Bonds	8,784,935	11,285,000	11,285,000	12,211,500
508360	Principal on Bonds	17,149,476	20,095,000	20,095,000	21,300,000
	<i>Total Expenditure Classification</i>	<u>25,977,289</u>	<u>31,753,300</u>	<u>31,753,300</u>	<u>33,825,200</u>
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	<u>25,977,289</u>	<u>31,753,300</u>	<u>31,753,300</u>	<u>33,825,200</u>
	<i>Total Funding Allocation</i>	<u>25,977,289</u>	<u>31,753,300</u>	<u>31,753,300</u>	<u>33,825,200</u>

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 2020 totals \$36,468,600 which is \$2,399,100 or 7% higher than the 2019 adopted level. This is department is increasing due bond issues and the consolidation of departments.

Operations: \$2,399,100.

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

Sewer Debt Service

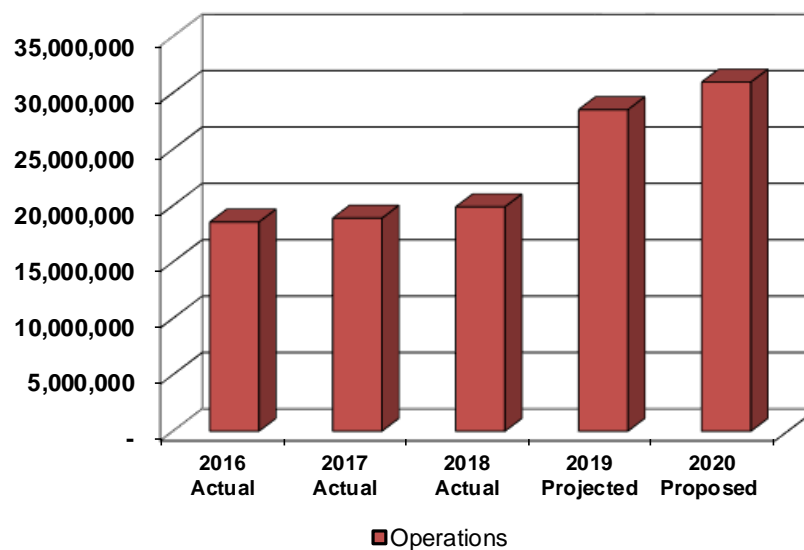
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502292	Legal Services	109,690	251,000	251,000	251,000
502363	Interest & Note Issue Expense	-	420,500	420,500	737,600
502364	Interest on Bonds	9,214,893	11,581,000	11,581,000	12,530,000
508360	Principal on Bonds	17,666,928	21,817,000	21,817,000	22,950,000
	<i>Total Expenditure Classification</i>	<u>26,991,511</u>	<u>34,069,500</u>	<u>34,069,500</u>	<u>36,468,600</u>
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	26,991,511	34,069,500	34,069,500	36,468,600
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	<u>26,991,511</u>	<u>34,069,500</u>	<u>34,069,500</u>	<u>36,468,600</u>

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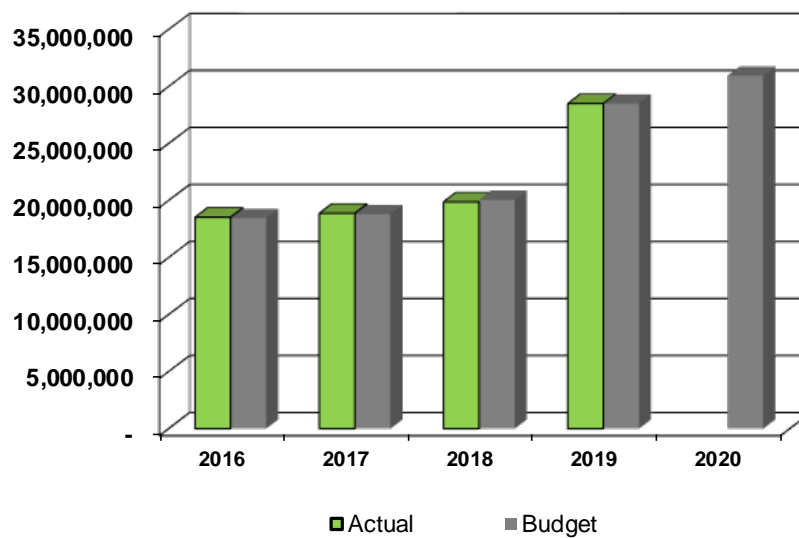
Employee Benefits

Employee Benefits

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Operations	18,543,977	18,890,000	19,892,631	28,507,900	30,954,000
Total	18,543,977	18,890,000	19,892,631	28,507,900	30,954,000



	2016	2017	2018	2019	2020
Actual	18,543,977	18,890,000	19,892,631	28,507,900	
Budget	18,459,500	18,805,700	20,060,100	28,507,900	30,954,000
Variance	84,477	84,300	(167,469)	-	

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 30,954,000. This is an increase of \$2,446,100 or 8.6% from the level adopted in 2019. Budget details pertaining to the allotments comprising the Employee Benefits account are on succeeding pages.

Employee Benefits

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Employee Medical Insurances	19,892,631	28,507,900	28,507,900	30,954,000
Total Summary by Activity	19,892,631	28,507,900	28,507,900	30,954,000
<u>Funding Allocation (Composite)</u>				
Sewer Allocation 45%	8,951,700	12,828,600	12,828,600	13,929,300
Water Allocation 55%	10,940,931	15,679,300	15,679,300	17,024,700
Total Funding Allocation	19,892,631	28,507,900	28,507,900	30,954,000

Employee Benefits

Summary

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 2020 Employee Medical Insurances the budget totals \$30,954,000, is increasing by \$2,446,100 or 8.6% over the level adopted for 2019.

Operations: \$2,446,100

- *Medical & Dental Premium, Claim & Admin Fees* have increased for 2020.
- *Social Security, Pension and OPEB Contribution* increases in 2020.

Employee Benefits

Summary

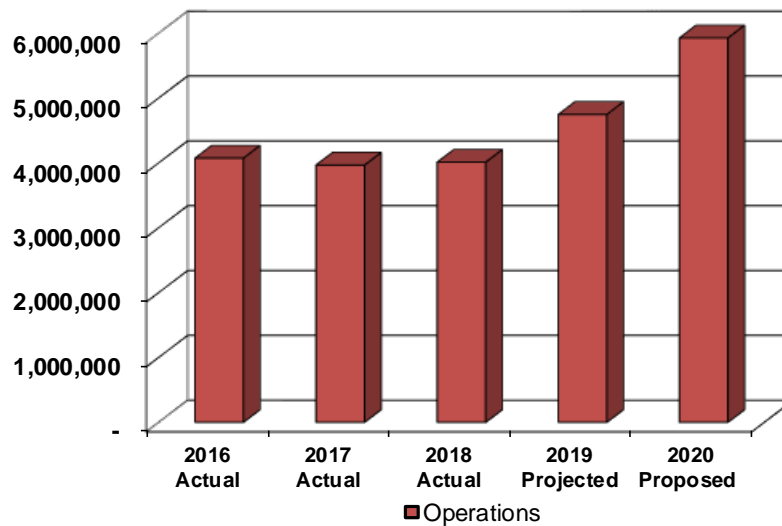
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502056	OPEB Trust Contribution	4,099,000	7,602,000	7,602,000	8,734,000
502296	Consultant Services	81,094	85,000	85,000	165,900
502500	Medical & Dental Premium, Claim	7,377,931	12,716,000	12,716,000	13,626,000
502503	Group Life	-	52,000	52,000	-
502505	Pension Regular	5,328,000	4,727,000	4,727,000	5,017,000
502508	Social Security	2,970,017	3,267,500	3,267,500	3,352,700
502509	Unemployment Compensation	36,589	58,400	58,400	58,400
	<i>Total Expenditure Classification</i>	<u>19,892,631</u>	<u>28,507,900</u>	<u>28,507,900</u>	<u>30,954,000</u>
	<u>Funding Allocation</u>				
	Sewer Allocation 45%	8,951,700	12,828,600	12,828,600	13,929,300
	Water Allocation 55%	10,940,931	15,679,300	15,679,300	17,024,700
	<i>Total Funding Allocation</i>	<u>19,892,631</u>	<u>28,507,900</u>	<u>28,507,900</u>	<u>30,954,000</u>

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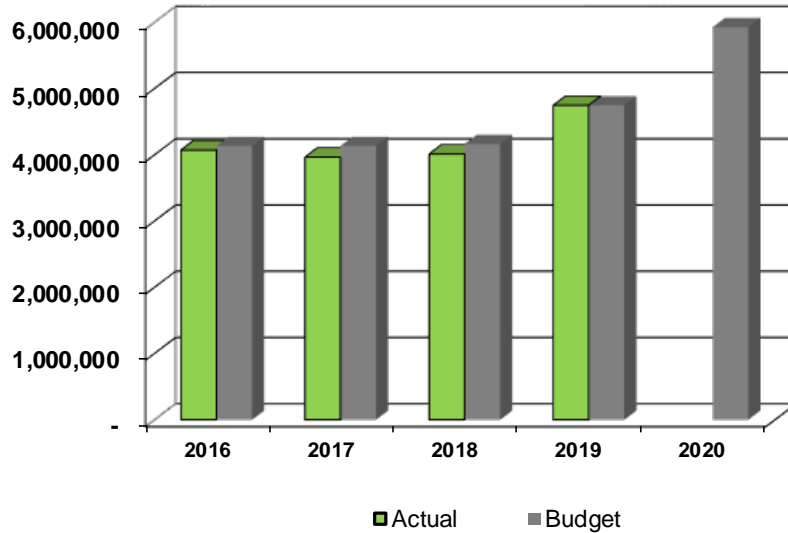
General Insurance

General Insurance

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Operations	4,072,918	3,965,800	4,011,086	4,747,100	5,926,700
Total	4,072,918	3,965,800	4,011,086	4,747,100	5,926,700



	2016	2017	2018	2019	2020
Actual	4,072,918	3,965,800	4,011,086	4,747,100	
Budget	4,133,800	4,133,800	4,162,200	4,747,100	5,926,700
Variance	(60,882)	(168,000)	(151,114)	-	

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 2020 totals \$5,926,700, which is \$1,179,600 or 24.8% above the adopted level for 2019 insurance policies including deductibles and self-insurance funding requirements. Details pertaining to the individual allotments that comprise the General Insurance account are on succeeding pages.

General Insurance

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<i><u>Summary by Activity</u></i>				
Property Insurance	4,011,086	4,747,100	4,747,100	5,926,700
<i>Total Summary by Activity</i>	4,011,086	4,747,100	4,747,100	5,926,700
<i><u>Funding Allocation</u></i>				
Sewer Allocation 40%	1,203,300	1,424,100	1,424,100	2,370,700
Water Allocation 60%	2,807,786	3,323,000	3,323,000	3,556,000
<i>Total Funding Allocation</i>	4,011,086	4,747,100	4,747,100	5,926,700

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.

Budget Commentary

The Property Insurance budget for 2020 is \$5,926,700, which has increased by \$1,179,600 or 24.8% above the expenditure level adopted 2019. This is the result of the consolidation of the General Insurance departments.

Operations: \$1,179,600

- The increases are due to insurance market conditions.

General Insurance

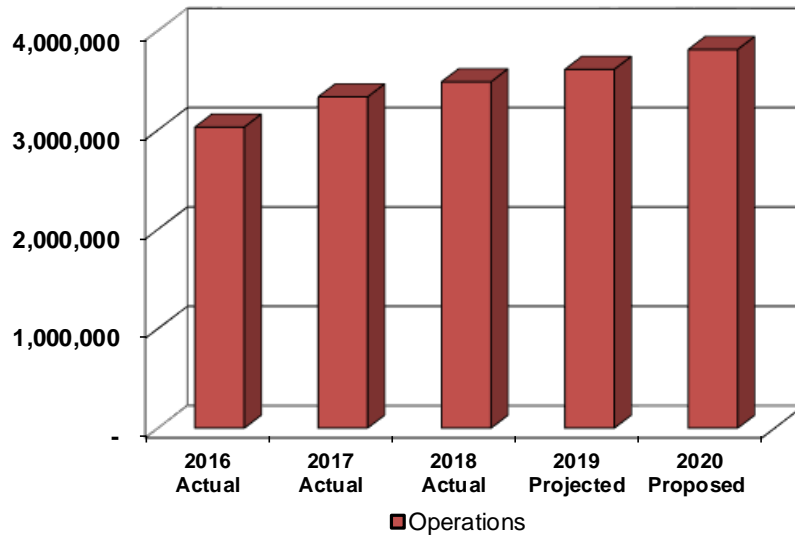
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502224	Theft Liability	3,575	5,300	5,300	5,600
502226	Police Liability	6,716	14,800	14,800	15,300
502227	Fiduciary Liability	15,589	93,500	93,500	96,500
502230	General Property	365,361	315,000	315,000	450,000
502234	Fidelity Bond	-	12,800	12,800	13,500
502237	Automobile Liability	79,200	53,100	53,100	55,000
502238	Public Liability	256,356	301,200	301,200	310,300
502240	Umbrella Liability	518,102	485,000	485,000	500,000
502243	Commissioner Accident Insurance	863	1,100	1,100	1,200
502244	Performance Bonds	246	2,400	2,400	2,500
502245	Workers Comp Excess Coverage	120,969	210,800	210,800	217,000
502247	Liability - Claims	2,524,000	3,000,000	3,000,000	4,000,000
502248	Employee Practices Liability	-	84,100	84,100	86,700
502263	Pollution Liability Insurance	53,933	63,000	63,000	64,900
502287	Outside Services	66,175	105,000	105,000	108,200
	Total Expenditure Classification	4,011,086	4,747,100	4,747,100	5,926,700
	<u>Funding Allocation</u>				
	Sewer Allocation 40%	1,203,300	1,424,100	1,424,100	2,370,700
	Water Allocation 60%	2,807,786	3,323,000	3,323,000	3,556,000
	Total Funding Allocation	4,011,086	4,747,100	4,747,100	5,926,700

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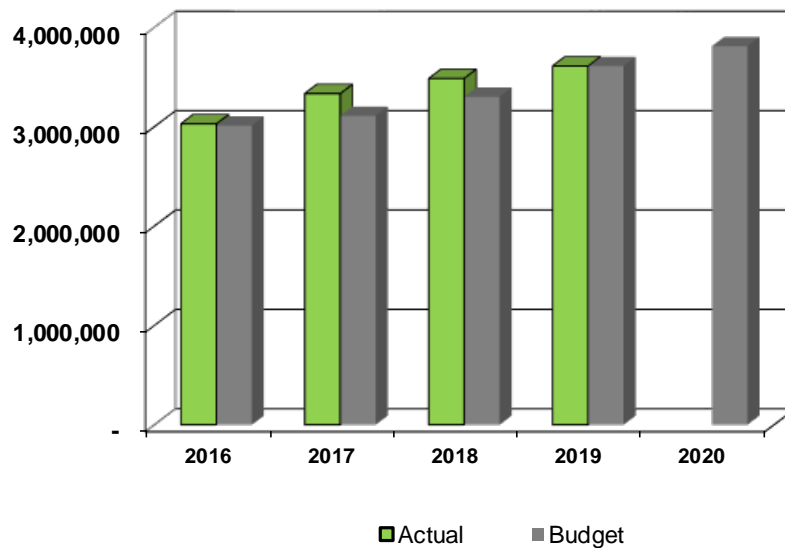
Taxes & Fees
Specials Agreements & Programs
Contingencies

Taxes & Fees

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	-	-	-	-	-
Operations	3,029,194	3,333,600	3,485,423	3,610,500	3,810,500
Maintenance	-	-	-	-	-
Total	3,029,194	3,333,600	3,485,423	3,610,500	3,810,500



	2016	2017	2018	2019	2020
Actual	3,029,194	3,333,600	3,485,423	3,610,500	
Budget	3,010,000	3,110,000	3,300,500	3,610,500	3,810,500
Variance	19,194	223,600	184,923	-	

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 2020 totals \$3,810,500, which is \$200,000 or 5.5% above the expenditure level adopted for 2019.

Operations: \$200,000

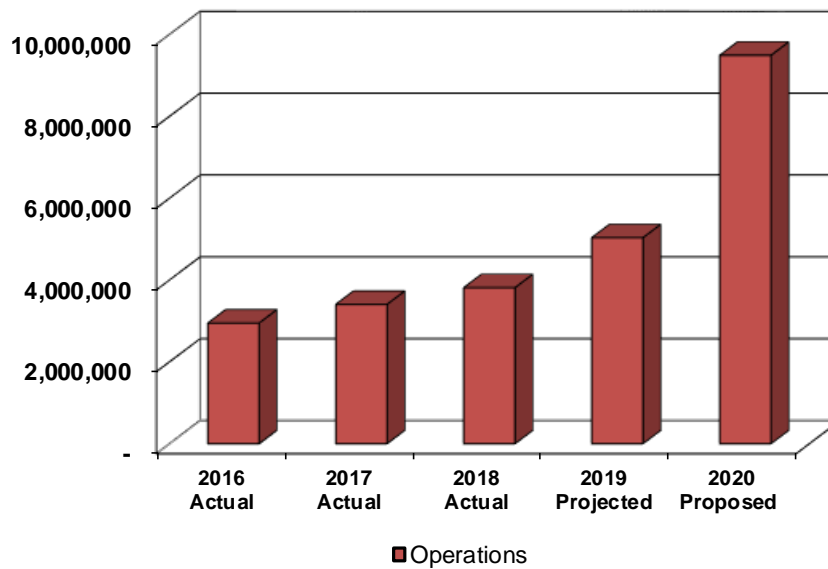
- Increase is based on 2019 spending levels.

Summary

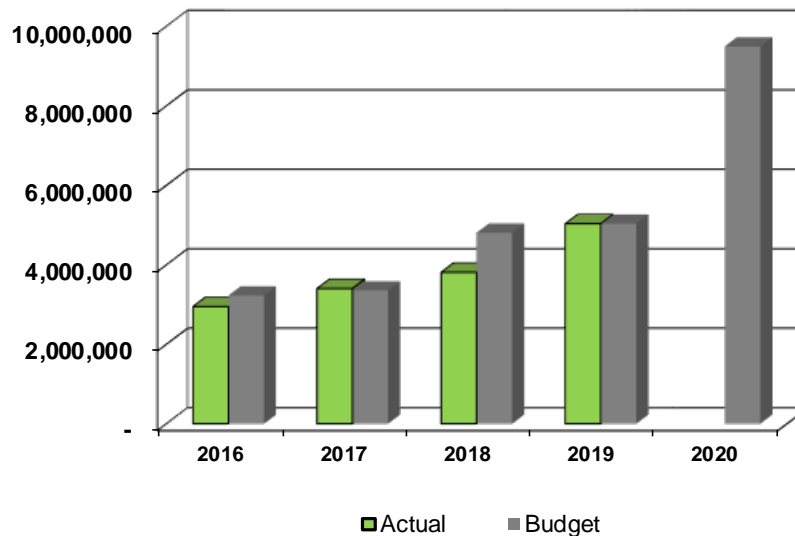
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502028	Property Taxes	3,485,423	3,600,000	3,600,000	3,800,000
502306	Property Appraisals	-	10,500	10,500	10,500
	Total Expenditure Classification	3,485,423	3,610,500	3,610,500	3,810,500
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	3,485,423	3,610,500	3,610,500	3,810,500
	Total Funding Allocation	3,485,423	3,610,500	3,610,500	3,810,500

Special Agreements & Programs

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	-	-	-	-	-
Operations	2,949,177	3,403,700	3,811,869	5,033,200	9,491,600
Maintenance	-	-	-	-	-
Total	2,949,177	3,403,700	3,811,869	5,033,200	9,491,600



	2016	2017	2018	2019	2020
Actual	2,949,177	3,403,700	3,811,869	5,033,200	
Budget	3,226,600	3,355,300	4,806,300	5,033,200	9,491,600
Variance	(277,423)	48,400	(994,431)	-	

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 2020 totals \$9,491,600, is increasing by \$4,458,400 or 88.6% above the expenditure level adopted for 2019.

The *Colebrook Reservoir Lease* is a 50-year operating lease agreement with the U.S. Army Corps of Engineers for water storage rights ended in 2019.

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

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

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

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

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

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

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

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

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

Special Agreements & Programs

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Sewer	998,132	1,479,300	1,479,300	1,497,200
Water	2,813,738	3,553,900	3,553,900	7,994,400
Total Summary by Activity	3,811,869	5,033,200	5,033,200	9,491,600
<u>Funding Allocation</u>				
Sewer Allocation 16%	998,132	1,479,300	1,479,300	1,497,200
Water Allocation 84%	2,813,738	3,553,900	3,553,900	7,994,400
Total Funding Allocation	3,811,869	5,033,200	5,033,200	9,491,600

Sewer**Budget Commentary**

The Special Agreements and Programs budget totals \$1,497,200 for 2020, which is a decrease of \$17,900 or 1.2% below the expenditure level adopted for 2019.

Operations: \$17,900

- *Mattabassett District* and *New Britain* are offset by a reduction in consultant services based on projected increases for 2020.

Special Agreements & Programs

7410010

Sewer

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502180	<u>Berlin</u>	4,389	2,500	2,500	2,500
502181	Mattabassett District	638,419	650,000	650,000	680,000
502182	New Britain	199,677	250,000	250,000	275,000
502296	Consultant Services	70,810	490,800	490,800	452,900
502648	Septic Reimbursements	57,870	80,000	80,000	80,800
502649	Glastonbury	3,549	6,000	6,000	6,000
502333	Accts Receivable Write Off	23,417	-	-	-
	<i>Total Expenditure Classification</i>	<u>998,132</u>	<u>1,479,300</u>	<u>1,479,300</u>	<u>1,497,200</u>
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	998,132	1,479,300	1,479,300	1,497,200
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	<u>998,132</u>	<u>1,479,300</u>	<u>1,479,300</u>	<u>1,497,200</u>

Water

Budget Commentary

The Special Agreements and Programs budget totals \$7,994,400 for 2020, which is an increase of \$4,440,500 or 124.9% from the adopted level for 2019.

Operations: \$4,440,500

- *State of CT-DPH* allotment is increasing based on billing from DPH.
- *Operation Fuel* is increasing based on anticipated participation.
- *Liability – Claims* is now funded by this budget, resulting in an increase to the overall adopted expenditure level for 2020.
- The *Colebrook Reservoir Lease* is a 50-year operating lease agreement with the U.S. Army Corps of Engineers for water storage rights ended in 2019 and will not be renewed in 2020.
- Funding of the Non – Member Town litigation.

Special Agreements & Programs

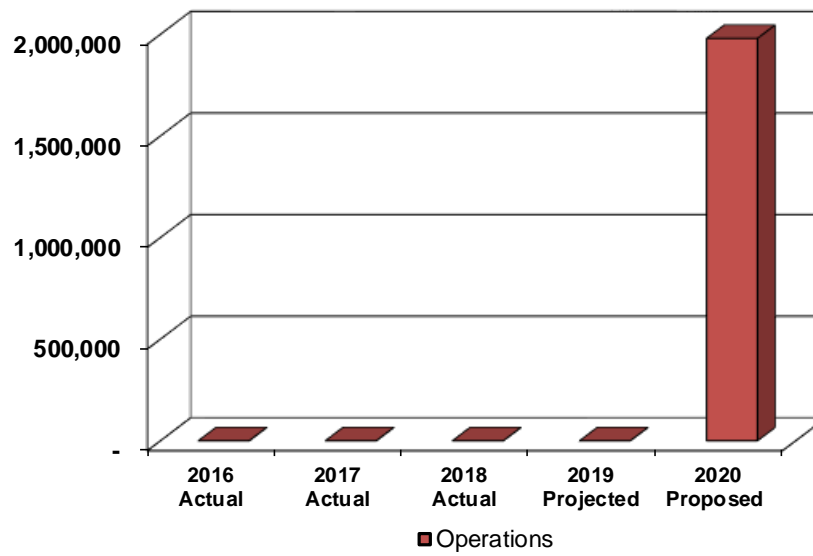
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Water

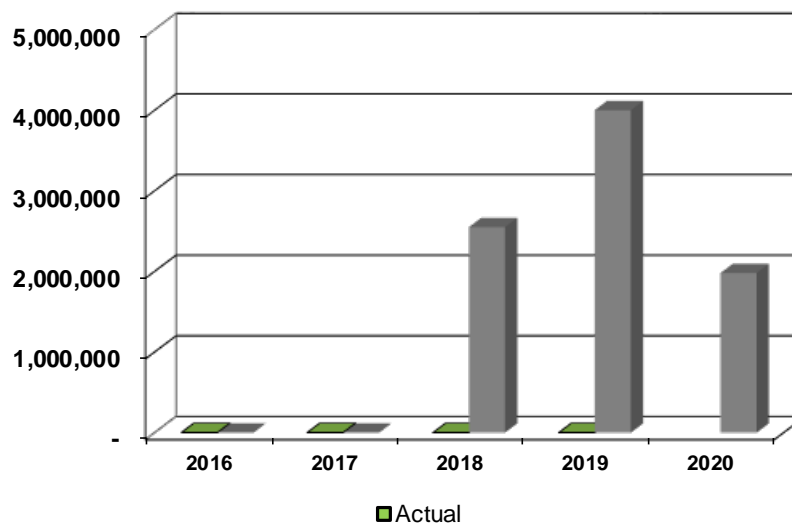
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502002	Colebrook Reservoir Lease	204,222	204,300	204,300	-
502197	Lock Box Fee	160,690	160,000	160,000	165,000
502198	State of CT	123,190	250,000	250,000	250,000
502201	Meter Services	6,806	10,000	10,000	10,000
502271	Dues - Professional Associations	107,058	131,000	131,000	131,000
502292	Legal Services	622,209	900,000	900,000	900,000
502296	Consultant Services	186,300	534,600	534,600	608,100
502333	Accts Receivable Write Off	104,021	64,000	64,000	-
502335	Operation Fuel	49,241	50,000	50,000	50,000
503218	Riverfront Recapture	1,250,000	1,250,000	1,250,000	1,087,500
502247	Liability - Claims	-	-	-	4,792,800
	Total Expenditure Classification	2,813,738	3,553,900	3,553,900	7,994,400
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,813,738	3,553,900	3,553,900	7,994,400
	Total Funding Allocation	2,813,738	3,553,900	3,553,900	7,994,400

Contingencies

Expenditure Trends



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	-	-	-	-	-
Operations	-	-	-	-	1,980,000
Maintenance	-	-	-	-	-
Total	-	-	-	-	1,980,000



	2016	2017	2018	2019	2020
Actual	-	-	-	-	-
Budget	-	-	2,550,000	4,000,000	1,980,000
Variance	-	-	(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 2020 is \$1,980,000.

Contingencies

8010010

Summary

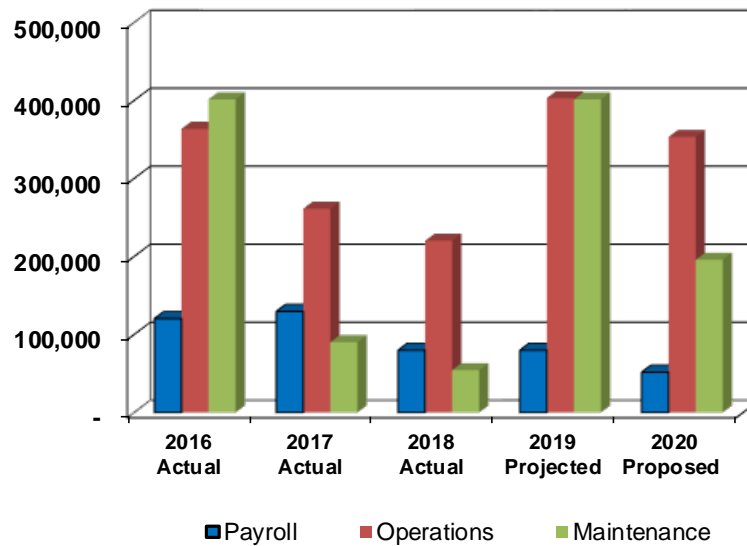
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
509901	Contingencies	-	4,000,000	-	1,980,000
	<u>Funding Allocation--(Composite)</u>				
	Sewer Allocation 100%	-	4,000,000	-	1,980,000
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	-	4,000,000	-	1,980,000

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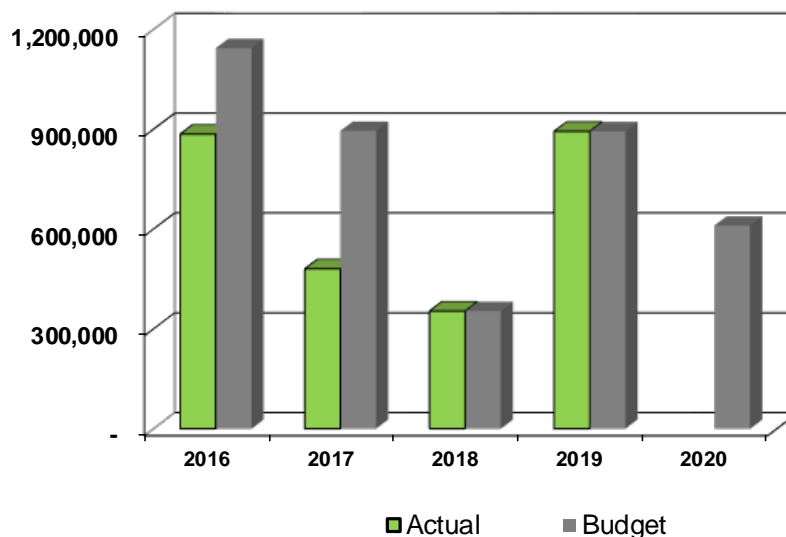
Hydroelectric

Hydroelectric

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Proposed
Payroll	120,400	129,542	79,700	79,700	51,600
Operations	363,500	261,184	219,947	402,800	353,000
Maintenance	401,400	90,021	54,269	401,400	195,700
Contingency	-	-	-	10,000	10,000
Total	885,300	480,748	353,916	893,900	610,301



	2016	2017	2018	2019	2020
Actual	885,300	480,748	353,916	893,900	
Budget	1,143,700	895,300	353,916	893,900	610,301
Variance	(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 2020 Hydroelectric budget totals \$610,300 which is a decrease of \$283,600 from the 2019 adopted level. Specific expenditures for each project appear on the pages that follow.

Hydroelectric

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>Summary by Activity</u>				
Goodwin	202,880	332,100	332,000	332,100
Development	55,000	95,000	95,000	95,000
Colebrook	96,035	468,300	466,900	183,200
<i>Total Summary by Activity</i>	353,916	895,400	893,900	610,300
<u>Summary by Major Account</u>				
Payroll	79,700	79,700	79,700	51,600
Operations	219,947	404,500	402,800	353,000
Maintenance	54,269	401,200	401,400	195,700
Contingencies	-	10,000	10,000	10,000
<i>Total Summary by Major Account</i>	353,916	895,400	893,900	610,300

Goodwin**Description**

The MDC's Goodwin hydroelectric power facility is located at the Goodwin Dam in Hartland, Connecticut. A "run-of-the-river" facility, the Goodwin hydro facility operates 24-hours per day provided there are sufficient river flows to generate power. During a typical operating year, Goodwin generates 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 2020 is \$332,100 which is an increase of \$100 above the expenditure level adopted in support of 2019 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 2020.

Goodwin

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	51,600	51,600	51,600	51,600
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	51,600	51,600	51,600	51,600
	<u>Operations</u>				
502032	Inventory Adjustments	5,595	-	-	-
502050	Operator & Maint. Chrg-NE Utilities	9,960	10,700	10,400	10,700
502056	OPEB Trust Contribution	4,000	4,000	4,000	4,000
502061	Materials from Stock	1,409	100	1,500	100
502107	Office Supplies & Expenses	2,009	3,800	3,800	3,800
502111	Small Tools	45	2,600	2,600	2,600
502113	Fish	23,565	25,000	23,600	25,000
502207	Tool & Work Equipment	940	3,500	3,500	3,500
502215	Oil & Lubricants	-	2,500	2,500	2,500
502216	Diesel Fuel	-	1,700	1,700	1,700
502229	General Insurance	11,827	12,300	12,300	12,300
502255	Blueprints, Maps, & Charts	-	7,000	7,000	7,000
502263	Pollution Liability	545	600	600	600
502287	Outside Services	2,773	14,000	14,000	14,000
502296	Consultant Services	4,234	40,000	40,000	40,000
502350	Electricity	6,338	10,000	10,000	10,000
502500	Blue Cross	7,000	7,000	7,000	7,000
502505	Pension Regular	5,000	5,000	5,000	5,000
502508	Social Security	-	4,000	4,000	4,000
502605	Geophysical & Safety Inspection	313	1,000	1,000	1,000
502613	Stream Flow Study	30,000	30,000	30,000	30,000
	Total Operations	115,443	184,800	184,500	184,800
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	-	500	500	500
503213	Hydro Equipment	32,971	85,200	85,200	85,200
503301	Buildings	2,866	10,000	10,200	10,000
	Total Maintenance	35,837	95,700	95,900	95,700
	Total Expenditure Classification	202,880	332,100	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 2020 totals \$95,000 and remains unchanged from the 2019 adopted budget.

Development

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Operations</u>				
502292	Legal Services	-	10,000	10,000	10,000
502298	Consultant - Hydro	55,000	75,000	75,000	75,000
	<i>Total Operations</i>	55,000	85,000	85,000	85,000
	<u>Contingencies</u>				
509901	Contingencies	-	10,000	10,000	10,000
		55,000	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 2020 is \$183,200 which is decreased from the 2019 adopted level by \$283,700 or 60.6%.

Operations: (\$50,100)

- Funding amounts for various accounts have changed from 2019 to reflect the stop in production for The Colebrook Hydroelectricity which The District will no longer operate in 2020.

Maintenance: (\$205,500)

- Funding amounts for various accounts have changed from 2019 to reflect the stop in production for the Colebrook Hydroelectricity which The District will no longer operate in 2020.

Colebrook

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>Payroll</u>				
501101	Regular Pay	28,100	28,100	28,100	-
501201	Overtime	-	-	-	-
501301	Temporary Help	-	-	-	-
501401	Standby & Premium Pay	-	-	-	-
501601	Longevity Pay	-	-	-	-
	Total Payroll	28,100	28,100	28,100	-
	<u>Operations</u>				
502043	FERC	10,000	10,000	10,100	10,000
502050	Operator & Maint. Chrg-NE Utilities	17,100	17,100	17,600	18,000
502056	OPEB Trust Contribution	4,000	4,000	4,000	-
502061	Materials from Stock	100	200	100	100
502107	Office Supplies & Expenses	1,200	1,200	600	-
502111	Small Tools	2,600	2,600	2,600	-
502207	Tool & Work Equipment	3,500	3,500	3,500	-
502215	Oil & Lubricants	2,500	1,000	2,500	-
502216	Diesel Fuel	1,700	1,700	1,700	1,700
502229	General Insurance	7,500	7,500	7,500	7,800
502255	Blueprints, Maps, & Charts	3,000	3,000	3,000	-
502263	Pollution Liability	500	500	500	600
502287	Outside Services	12,000	12,000	12,000	-
502298	Consulting - Hydro	40,000	40,000	40,000	40,000
502350	Electricity	12,000	12,000	12,000	5,000
502500	Blue Cross	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	134,700	133,300	134,700	83,200
	<u>Maintenance</u>				
503203	Office Furniture & Equipment	500	500	500	-
503213	Hydro Equipment	300,000	300,000	300,000	50,000
503301	Buildings	5,000	5,000	5,000	50,000
	Total Maintenance	305,500	305,500	305,500	100,000
	Total Expenditure Classification	468,300	466,900	468,300	183,200

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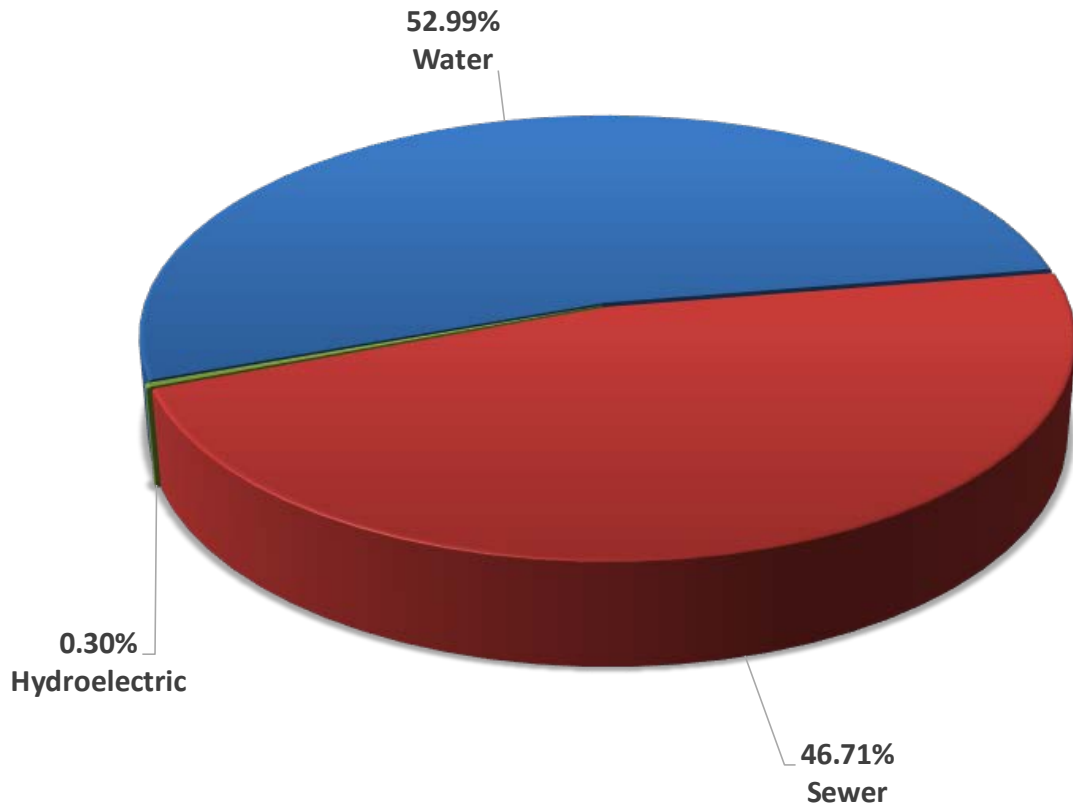
R E V E N U E S

SECTION D

Budget Revenues

Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water	\$107,619,000	52.99%
Sewer	94,859,100	46.71%
Hydroelectric	610,300	0.30%
	<u>\$203,088,400</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 hydroelectric power facility. The major sources of revenue for the Hydroelectric Operating Fund are derived from the sale of power generated at the Goodwin hydroelectric facility. In 2020 the District will no longer be operating the Colebrook River Dam hydroelectric power facility.

Revenue Summary

Water Utility and Sewer Revenues

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenues	3,631,304	6,820,200	5,684,600	6,810,200
Total Operating Revenues	71,694,175	95,944,800	90,092,800	105,336,400
Non-Operating Revenues	2,517,195	2,262,600	2,046,600	2,282,600
Total Water Revenues	\$74,211,370	\$98,207,400	\$92,139,400	\$107,619,000
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue from Other Govt. Agencies	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	12,932,545	17,540,900	17,559,600	20,402,900
Total Operating Revenues	81,317,217	87,760,800	87,229,700	94,859,100
Designated from Surplus	-	3,500,000	-	-
Total Other Revenues	-	3,500,000	-	-
Total Sewer Revenues	\$81,317,217	\$91,260,800	\$87,229,700	\$94,859,100
Total Water and Sewer Revenues	<u>\$155,528,587</u>	<u>\$189,468,200</u>	<u>\$179,369,100</u>	<u>\$202,478,100</u>

Revenue Summary

Hydroelectric Revenues

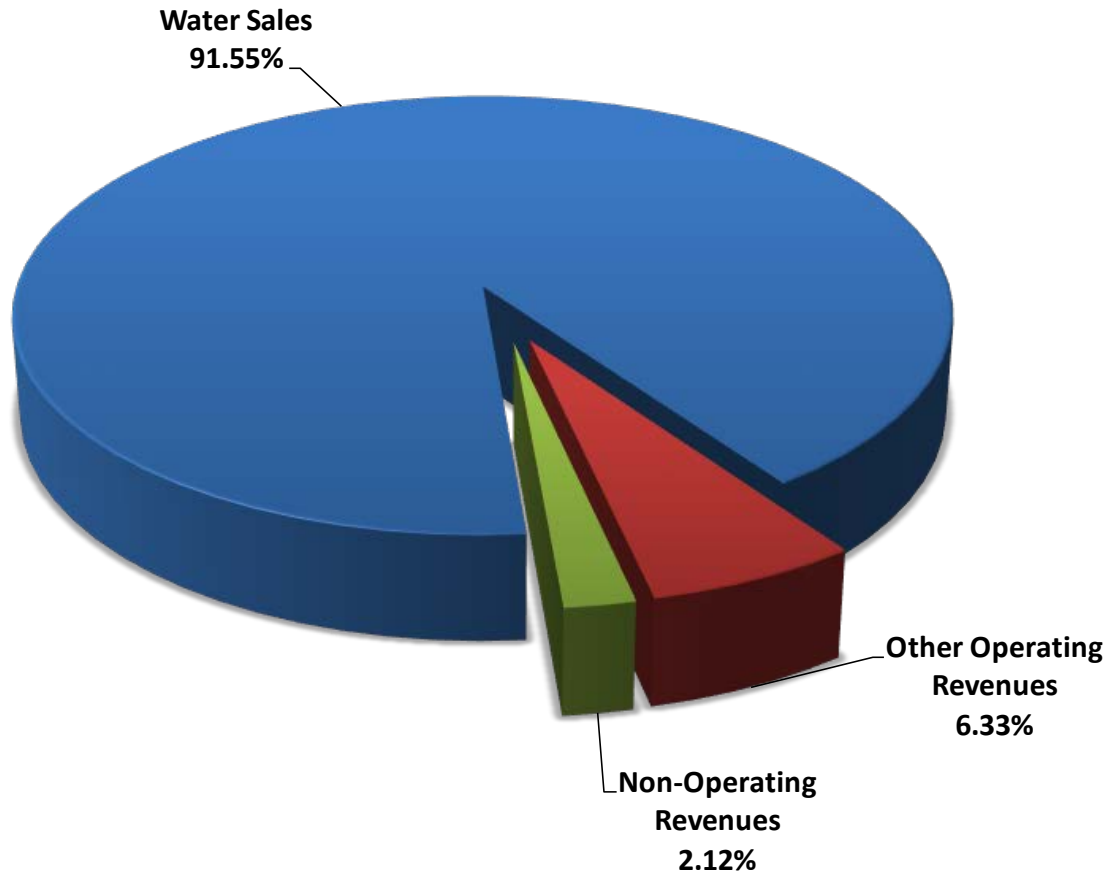
Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>HYDROELECTRIC REVENUES</u>				
Power Sales	\$983,410	\$895,400	\$895,400	\$610,300
Total Hydroelectric Revenues	\$983,410	\$895,400	\$895,400	\$610,300

Water Utility Revenues

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

Water Utility Revenues

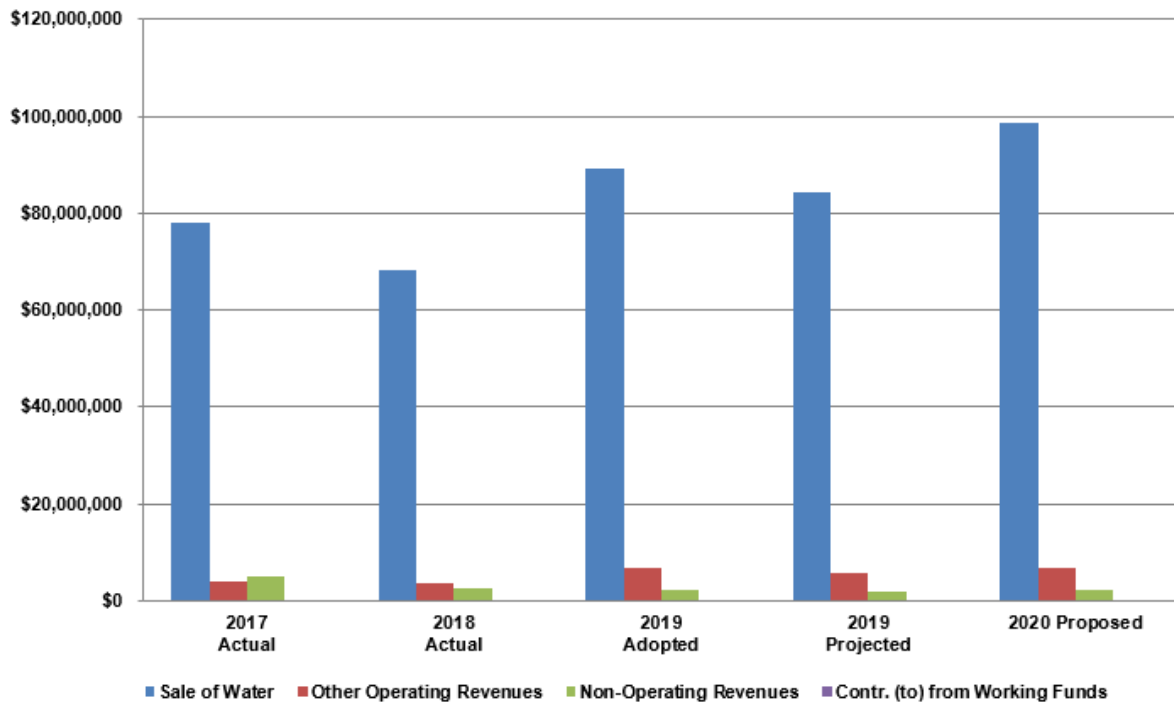
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$98,526,200	91.55%
Other Operating Revenues	6,810,200	6.33%
Non-Operating Revenues	2,282,600	2.12%
Total Revenues:	<u>\$107,619,000</u>	<u>100.00%</u>

Water Utility Revenues

Five-Year Revenue Trend



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Sale of Water	\$78,140,400	\$68,062,871	\$89,124,600	\$84,408,200	\$98,526,200
Other Operating Revenues	3,991,200	3,631,304	6,820,200	5,684,600	6,810,200
Non-Operating Revenues	4,979,600	2,517,195	2,262,600	2,046,600	2,282,600
Contr. (to) from Working Funds	-	-	-	-	-
	\$87,111,200	\$74,211,370	\$98,207,400	\$92,139,400	\$107,619,000

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 \$98,526,200, an overall increase of \$9,401,600 or 10.5% above the level adopted in support of 2019 operations. The anticipated revenue increase is directly related to the water rate increase. The water rate will increase to \$4.26 per CCF for 2020. Consumption is estimated at 17.7M CCF, 0.7M CCF lower than the 2019 assumption.

Other Operating Revenues are projected to be \$6,810,200, a decrease of \$10,000 or 0.1%. An increase in the monthly rate for *Fire Protection Services*, is offset by a lower volume in *Cross Connection Fees*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>SALE OF WATER</u>					
<u>SERVICE CHARGES</u>					
(1)	Domestic	\$20,029,154	\$21,775,200	\$20,562,900	\$19,963,100
(2)	Commercial	2,470,870	2,171,100	2,529,200	1,961,900
450090	Industrial	348,628	354,600	348,800	354,600
(3)	Public Authorities	852,753	907,200	840,400	707,200
(4)	Other Water Companies	45,670	14,500	16,100	16,700
	Total	23,747,074	25,222,600	24,297,400	23,003,500
<u>WATER USE CHARGE</u>					
(5)	Domestic	\$23,813,924	\$42,721,000	\$39,026,300	\$51,440,800
(6)	Commercial	12,709,148	10,496,000	13,492,000	13,035,500
450085	Industrial	2,458,257	1,445,500	2,400,000	1,759,400
(7)	Public Authorities	3,239,662	7,430,000	3,428,100	9,287,000
(8)	Other Water Companies	2,094,805	1,809,500	1,764,400	-
	Total	44,315,796	63,902,000	60,110,800	75,522,700
<u>OTHER OPERATING REVENUES</u>					
(9)	Hydrant Maintenance	\$1,123,807	\$1,406,500	\$1,346,500	\$1,406,500
450200	Fire Protection Services	2,200,502	3,947,000	3,968,100	4,437,000
450210	Water Billing Penalties	306,995	566,700	200,000	566,700
420007	Other Water Revenues	-	900,000	170,000	400,000
	Total	3,631,304	6,820,200	5,684,600	6,810,200
Total Operating Revenues		\$71,694,175	\$95,944,800	\$90,092,800	\$105,336,400

Commitment Items

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

Water Utility Revenues

Non-Operating Revenues

Source Description

Non-Operating Revenues are composed of:

- *Investment Income*: funds earned on cash balances in the Water Utility Fund and the Water Bond Fund, coupled with interest charged on main pipe receivables.
- *Indirect Costs*: charges for administrative overhead on bill jobs.
- *Forestry Operations*: income from the bid sale of standing timber to logging companies.
- *Sale of Material/Equipment*: income from the sale of scrap materials and obsolete equipment.
- *Recreation*: fees charged for parking, boat rentals, and the launching of private boats at District recreational facilities.
- *Collection/Liens*: fees charged for the release of liens.
- *Other Miscellaneous*: fees levied for private meter readings, lien filing, and “turn-on” services; non-recurring items.
- *Developers/Bill Jobs*: reimbursement to the District for payroll additives and material handling costs associated with the repair or relocation of water system facilities on behalf of the State of Connecticut, local government agencies and/or developers.
- *Short-Term Bill Jobs*: revenues for payroll additives, material handling, and equipment costs associated with the repair of District property damaged by others; also metered hydrant billings.
- *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 2020 are \$2,282,600 an increase of \$20,000 from the level adopted for 2019, primarily a result of increased revenue from Developers & Bill Jobs.

Water Utility Revenues

Other Non-Operating Revenues

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
NON-OPERATING REVENUES					
440005	Interest Income	\$236,085	\$200,000	\$200,000	\$200,000
450235	Main Pipe Assessments	59,750	80,000	80,000	80,000
	Total	295,835	280,000	280,000	280,000
450015	HQ Rental Fees	306	-	-	-
450020	Bill Job P/R & Materials	71,710	75,000	75,000	75,000
450025	Developers P/R Mat Equip	394,972	300,000	300,000	320,000
450030	Bill Job & Dev P/R Additives	23,296	30,000	30,000	30,000
450052	Bad Check Fees	45,600	35,000	35,000	35,000
450215	Property Rents	158,506	151,200	151,200	151,200
450220	Sale of Material/Equipment	92,043	120,000	120,000	120,000
450240	Indirect Costs	13,015	15,000	15,000	15,000
450245	Short-Term Bill Jobs	97,505	90,000	90,000	90,000
450250	Long-Term Bill Jobs	32,620	100,000	100,000	100,000
450260	Recreation Income	55,945	75,000	75,000	75,000
450280	Forestry Operations	665,421	200,400	200,400	200,400
450285	Nor Other Misc	108,894	125,000	125,000	125,000
450286	DPH Assessment Fee	215,788	250,000	134,000	250,000
450288	Collection/Liens	226,109	400,000	300,000	400,000
450325	Nor Misc Non Oper Revenue	975	-	-	-
450326	Gain on Inventory Revaluation (2020)	5,899	-	-	-
450345	Vendor Discount Revenue	593	1,000	1,000	1,000
450410	CAC - Hydrant	10,730	10,000	10,000	10,000
450430	CAC - High Pressure	1,431	5,000	5,000	5,000
	Total Non-Operating Revenues	\$2,517,195	\$2,262,600	\$2,046,600	\$2,282,600

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.

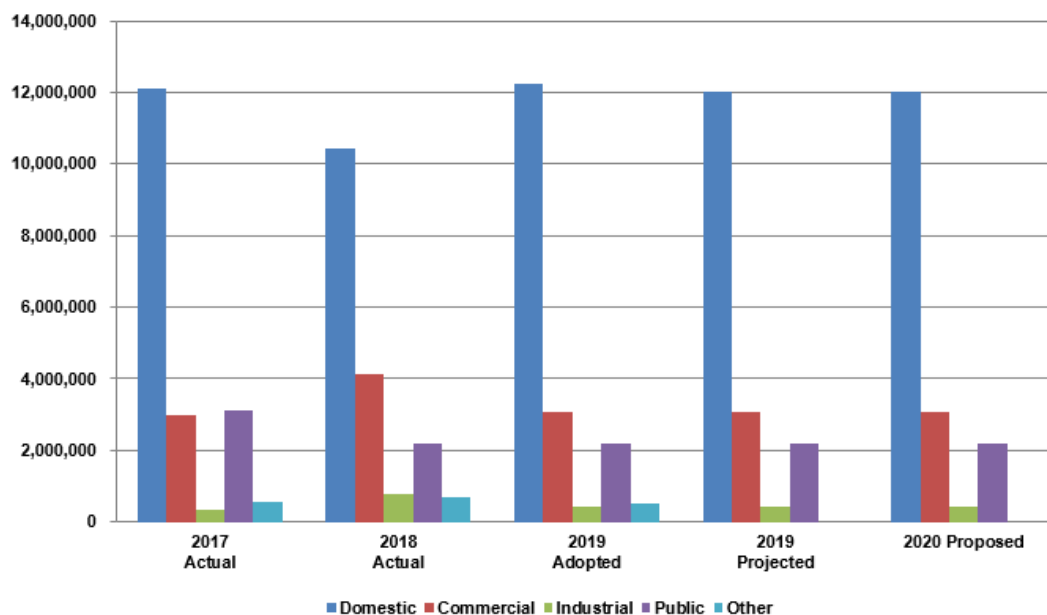
Budget Commentary

Other Non-Operating Revenues decreased in 2020 as no *Contributions (to) from Other Funds* are anticipated for the year.

Contributions (to) from Other Funds					
600002	Water Utility Fund	-	1,033,500	-	-
	Total	-	1,033,500	-	-

Water Utility Revenues

Water Consumption by Customer Class (CCF)*



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Domestic	12,126,300	10,430,584	12,230,000	12,030,000	12,030,000
Commercial	2,963,500	4,113,004	3,060,000	3,060,000	3,060,000
Industrial	339,800	787,242	413,000	413,000	413,000
Public	3,130,700	2,203,906	2,180,000	2,180,000	2,180,000
Other	572,500	671,107	517,000	-	-
Total	19,132,800	18,205,842	18,400,000	17,683,000	17,683,000

* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

Taxation

Other Government Agencies

Other Sewer Revenues

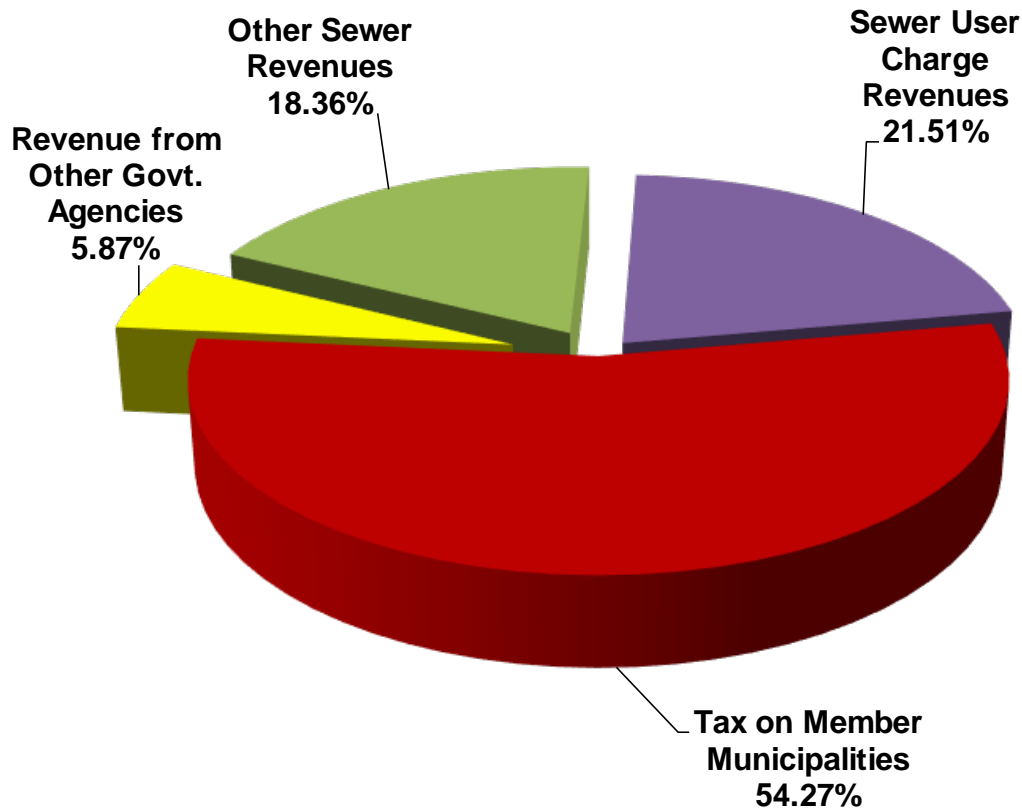
Sewer User Charge Revenues

Contributions (to) from Other Funds

Designated from Surplus

Sewer Revenues

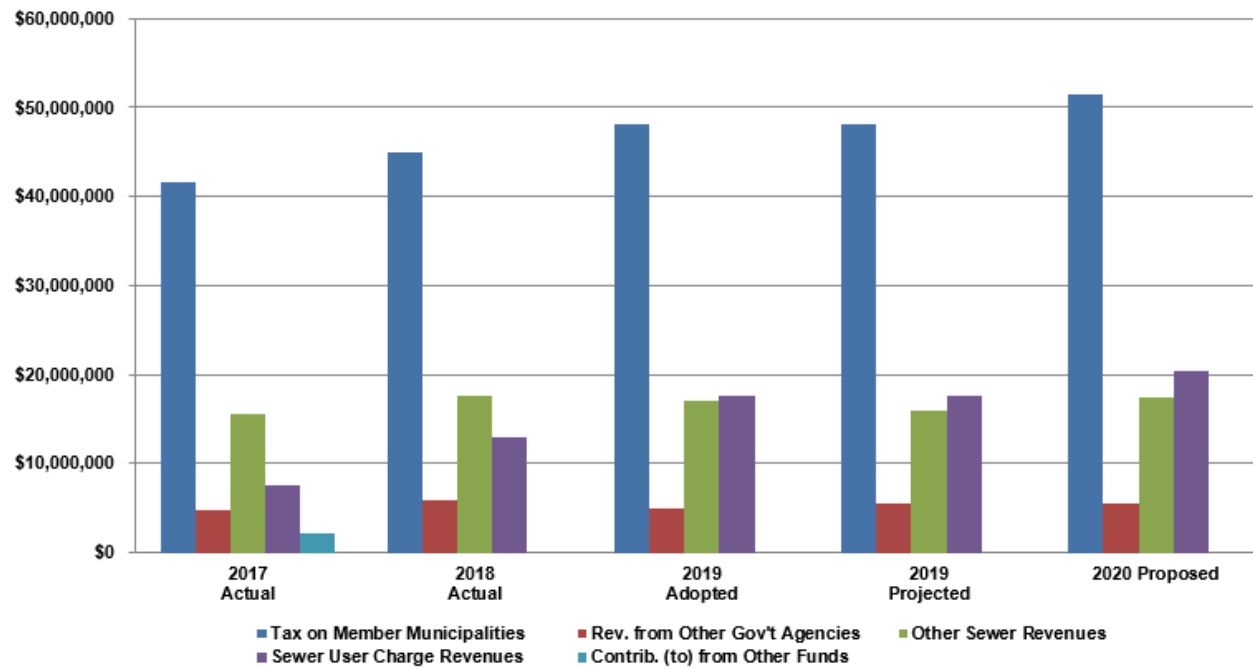
Five-Year Revenue Trend



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$51,475,700	54.26%
Revenue from Other Govt. Agencies	5,566,400	5.87%
Other Sewer Revenues	17,414,100	18.36%
Sewer User Charge Revenues	20,402,900	21.51%
Total Revenues:	<u>\$94,859,100</u>	<u>100.00%</u>

Sewer Revenues

Five-Year Revenue Trend



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Tax on Member Municipalities	\$41,670,400	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Rev. from Other Gov't Agencies	4,693,500	5,819,728	4,958,400	5,566,400	5,566,400
Other Sewer Revenues	15,507,480	17,560,944	17,108,400	15,950,600	17,414,100
Sewer User Charge Revenues	7,638,240	12,932,545	17,540,900	17,559,600	20,402,900
Contrib. (to) from Other Funds	2,114,000	-	-	-	-
Total	\$71,623,620	\$81,317,217	\$87,760,800	\$87,229,700	\$94,859,100

Sewer Revenues

Other Government Agencies

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>MEMBER MUNICIPALITIES</u>				
Total	45,004,000	48,153,100	48,153,100	51,475,700

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 2020 will be equivalent to 50% of the total 2019 tax levy. This amount (when paid) will be subtracted from the total 2020 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

The adopted Tax on Member Municipalities totals \$51,475,700, which is \$3,322,600 or 6.9% higher than the tax levy adopted for 2019.

Sewer Revenues

Other Government Agencies

Tax History by Town	2016	2017	2018	2019	2020
Hartford	\$10,174,900	\$10,963,200	\$11,550,400	\$12,372,000	\$13,035,400
East Hartford	\$4,762,000	\$5,059,400	\$5,486,600	\$5,775,200	\$6,089,300
Newington	\$3,508,400	\$3,752,900	\$4,120,900	\$4,318,900	\$4,623,100
Wethersfield	\$3,207,700	\$3,408,200	\$3,707,800	\$3,979,400	\$4,240,800
Windsor	\$3,404,700	\$3,656,900	\$4,001,500	\$4,274,900	\$4,611,600
Bloomfield	\$2,936,000	\$3,067,100	\$3,256,200	\$3,488,600	\$3,879,300
Rocky Hill	\$2,239,700	\$2,475,800	\$2,712,500	\$2,909,600	\$3,144,100
West Hartford	\$8,710,900	\$9,286,900	\$10,168,100	\$11,034,500	\$11,852,100
Total	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100	\$51,475,700

Tax Percentage	2016	2017	2018	2019	2020
Hartford	26.13%	26.31%	25.67%	25.69%	25.32%
East Hartford	12.23%	12.14%	12.19%	11.99%	11.83%
Newington	9.01%	9.01%	9.16%	8.97%	8.98%
Wethersfield	8.24%	8.18%	8.24%	8.26%	8.24%
Windsor	8.74%	8.78%	8.89%	8.88%	8.96%
Bloomfield	7.54%	7.36%	7.24%	7.24%	7.54%
Rocky Hill	5.75%	5.94%	6.03%	6.04%	6.11%
West Hartford	22.36%	22.28%	22.58%	22.93%	23.02%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/15/2020	4/15/2020	7/15/2020	10/21/2020	Total
Hartford	\$3,093,000	\$3,093,000	\$3,424,700	\$3,424,700	\$13,035,400
East Hartford	1,443,800	1,443,800	1,600,850	1,600,850	6,089,300
Newington	1,079,725	1,079,725	1,231,825	1,231,825	4,623,100
Wethersfield	994,850	994,850	1,125,550	1,125,550	4,240,800
Windsor	1,068,725	1,068,725	1,237,075	1,237,075	4,611,600
Bloomfield	872,150	872,150	1,067,500	1,067,500	3,879,300
Rocky Hill	727,400	727,400	844,650	844,650	3,144,100
West Hartford	2,758,625	2,758,625	3,167,425	3,167,425	11,852,100
Total	\$12,038,275	\$12,038,275	\$13,699,575	\$13,699,575	\$51,475,700

Sewer Revenues

Other Government Agencies

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>OTHER GOVERNMENT AGENCIES</u>					
450000	Sludge Handling Services	\$5,795,273	\$4,928,400	\$5,536,400	\$5,536,400
450010	Household Hazardous Waste Disposal	24,454	30,000	30,000	30,000
	Total	5,819,728	4,958,400	5,566,400	5,566,400

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:

- *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 2020 is projected to be \$5,566,400, which is increasing \$608,000 over the level adopted for 2019 due to higher than expected sludge receipts.

Sewer Revenues

Other Sewer Revenues

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>OTHER SEWER REVENUES</u>					
430023	Refund/Reimbursements	604,372	-	65,000	15,000
450005	Septage Fees	1,245,806	1,200,000	1,463,700	1,463,700
450007	FOG Charges	122,515	125,000	125,000	150,000
450008	Groundwater Remediation	4,699,624	5,900,000	5,200,000	5,900,000
450015	Headquarters Rental Fees	348	-	-	-
450020	Bill Jobs Revenue, Payroll, Mat., Equip.	-	5,000	7,000	7,000
450025	Developers Rev., Payroll, Mat., Equip.	360,123	575,000	200,000	575,000
450215	Property Rents	130,647	153,800	153,800	153,800
450220	Sale of Material/Equipment	195,571	88,000	88,000	88,000
450240	Indirect Costs	-	5,000	5,000	5,000
450242	PM Unit	9,291,000	8,291,000	8,291,000	8,291,000
450245	Short Term Bill Jobs	-	5,000	5,000	5,000
450250	Long Term Bill Jobs	260	10,000	10,000	10,000
450285	Other Miscellaneous	254,565	150,000	150,000	150,000
450288	Collection/Liens	-	100	-	100
450345	Vendor Discount Rev	352	500	100	500
	Total	16,905,181	16,508,400	15,763,600	16,814,100
<u>INVESTMENT INCOME</u>					
Interest	General Fund Investment Income	655,763	600,000	187,000	600,000
	Total	655,763	600,000	187,000	600,000

Sewer Revenues

Other Sewer Revenues

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 2019.
- *Developers Revenue*: Payroll costs for engineering and inspection services along with material and equipment costs charged against deposits made by developers and/or State Agencies for these services.
- *Bill Job Revenue*: revenue from payroll costs, material, and equipment costs associated with repair of District property damaged by others.
- *Payroll Additives*: recovered employee benefit costs charged on bill jobs.
- *Property Rents*: revenue derived from the rental of space for cellular service antennae.
- *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 2020 are projected to be \$17,414,100 which is an increase of \$305,700 or 1.8% from the level adopted for 2019.

The increase is primarily the result of activity related to Septage Fees.

Sewer Revenues

Sewer User Charge

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
OTHER USER REVENUE					
(1)	High Flow Users (Net of Reserves)	\$12,399	\$2,559,900	\$1,300,000	\$2,797,300
410030	Customer Service Charge	6,255,464	6,641,600	6,530,200	7,656,300
420000	Non-Municipal Tax Exempt Properties	4,168,722	5,549,900	5,628,600	6,159,900
420010	High Strength	671,781	988,000	700,000	988,000
420020	Town of Manchester	103,734	182,800	143,500	202,900
420025	Town of East Granby	(598,592)	-	-	-
420030	Town of South Windsor	20,090	24,100	9,000	26,800
420035	Town of Farmington	79,869	129,500	129,500	143,700
420040	Bradley/Hamilton Standard/East Granby	1,140,887	1,057,200	2,039,000	1,269,400
420045	SUC DEEP	-	-	-	120,000
420047	Town of Cromwell	5,473	7,900	9,500	8,800
450210	Forfeited Discounts	1,072,718	400,000	1,070,300	1,029,800
	Total	12,932,545	17,540,900	17,559,600	20,402,900

(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 \$20,402,900 which is an increase of \$2,862,000 or 16.3% above the revenue level adopted for 2019.

- 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	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	Contributions (to) from Other Funds				
600001	Debt Service Fund	\$0	\$0	\$0	\$0
600004	Assessable Fund	-	-	-	-
	Total	-	-	-	-

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 2020 fiscal year.

Sewer Revenues

Designated From Surplus

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
	<u>DESIGNATED FROM SURPLUS</u>	-	\$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

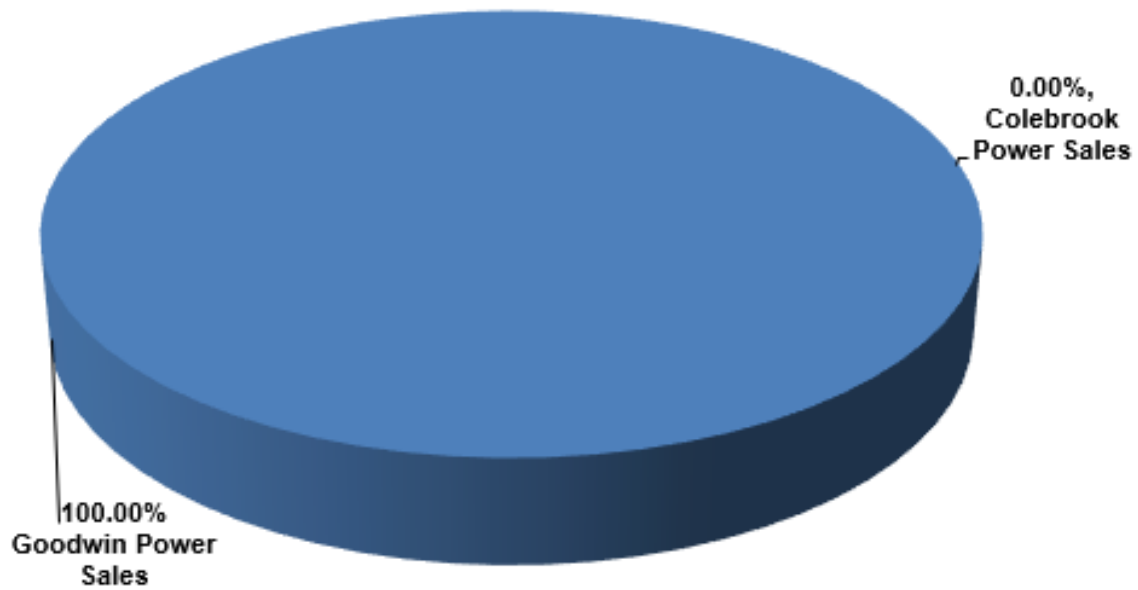
There is not an anticipated surplus for 2020 that will be available to support the budget expenditures.

Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales
Other Hydroelectric Revenues

Hydroelectric Revenues

Revenue Breakdown

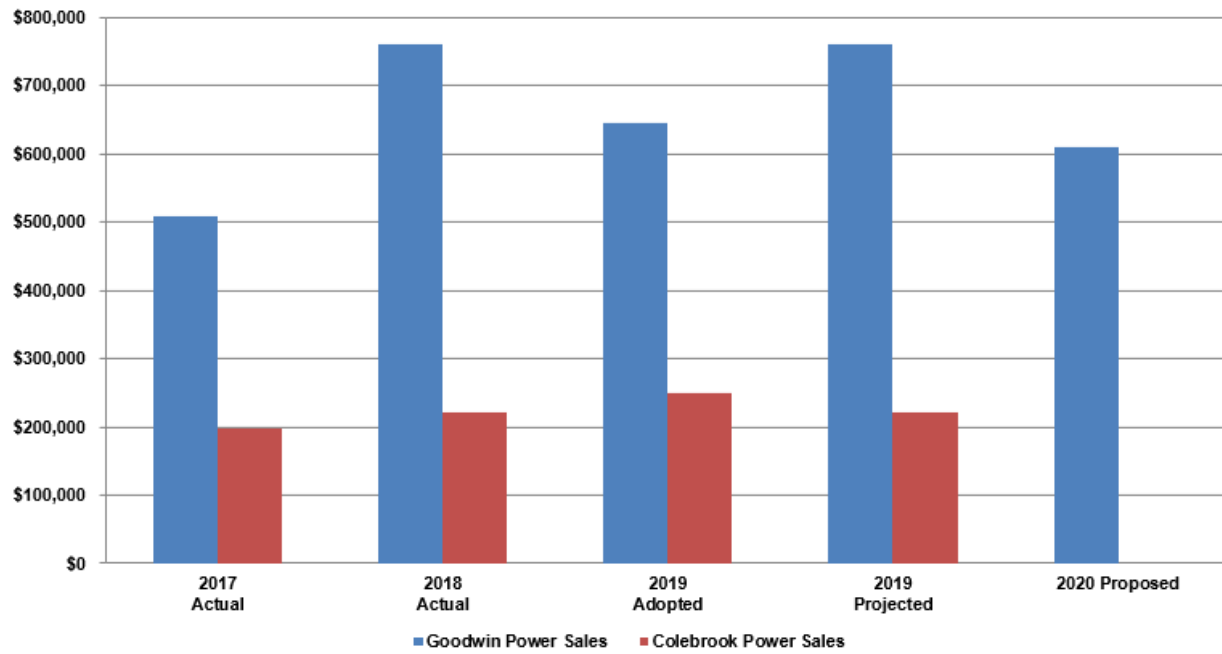


Fund
Goodwin Power Sales
Colebrook Power Sales
Total Revenues:

<u>Revenue</u>	<u>Percentage</u>
\$610,300	100.00%
-	0.00%
\$610,300	100.00%

Hydroelectric Revenues

Five-Year Revenue Trend



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
Goodwin Power Sales	\$509,073	\$761,000	\$645,400	\$761,000	\$610,300
Colebrook Power Sales	197,512	222,410	250,000	222,410	-
Total	\$706,585	\$983,410	\$895,400	\$983,410	\$610,300

Hydroelectric Revenues

Summary

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
<u>HYDROELECTRIC REVENUES</u>					
Power Sales					
450320	Goodwin Power Sales	\$761,000	\$645,400	\$761,000	\$610,300
450321	Colebrook Power Sales	\$222,410	\$250,000	\$222,410	-
	Total	\$983,410	\$895,400	\$983,410	\$610,300

Source Profile

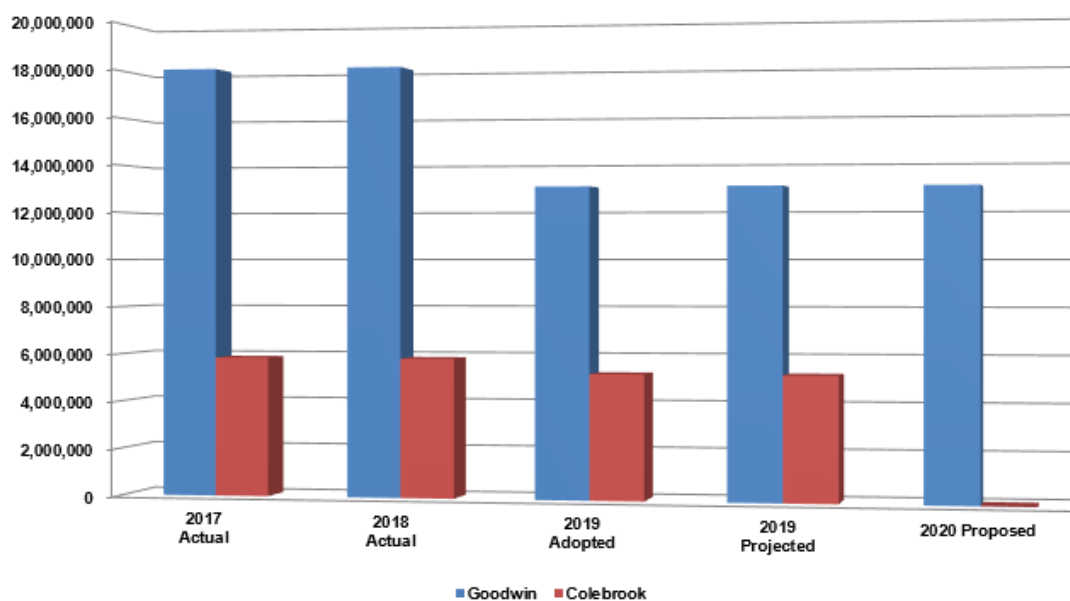
Revenue in support of hydroelectric expenditures is derived from: the sale of power produced at the District's Goodwin and Colebrook Hydroelectric power facilities; interest earned from the investment of available cash; and surplus funds (if available) designated to support the expenditure budget. In 2020 The District will no longer be operating the Colebrook Hydroelectric Power Facility; which means it will no longer generate revenue from this facility.

Budget Highlights

The 2020 budget revenues from the sale of power generated at The Goodwin Hydroelectric Facility in the coming year assumes a full production year. The total budget of \$610,300 decreases by \$250,000 from the level adopted for 2019. This reduction comes from the elimination of the Colebrook Facility.

Hydroelectric Revenues

Power Generation by Kilowatt Hours



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Proposed
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	-
Total	23,912,520	23,912,520	18,270,000	18,270,000	13,027,000

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.

CAPITAL IMPROVEMENT PROGRAM

**SECTION
E**

2020 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 wastewater infrastructure and water pollution control facilities. The following are some of next year's major expenditures.

General Purpose Sewer	\$ 5,000,000
Various Sewer Pipe Replacement/Rehabilitation – District wide	\$20,600,000
WPCF Infrastructure Rehabilitation, Upgrades & Replacements	\$15,900,000

Water

This budget will fund improvements to the District's drinking water infrastructure including treatment plants, pipeline, storage facilities and pump stations. The District is targeting 10 miles of new and replacement water main installations in 2020 and listed below are some of the major expenditures demonstrating that level of commitment.

District-wide Water Main Replacement Program	\$ 9,000,000
Webster Hill Area Water Main Replacement, West Hartford	\$10,400,000
Water Main Replacement Projects, Hartford and Wethersfield	\$12,500,000

2020 Capital Improvement Program

Summary

Five-Year Capital Improvement Program

The District has undertaken a comprehensive asset management program which involves a systematic replacement of water and sewer infrastructure in a proactive manner whereby the District will continue to maintain and improve its assets to ensure the safe and efficient operation of service. In addition, it is anticipated that the District will continue to complete projects associated with the Clean Water Project during 2020.

The District has recently submitted an Integrated Plan to CT DEEP as part of its Consent Order required CSO Long Term Control Plan Update. This Plan has not yet been approved by CT DEEP. In the absence of approval, multiple rehabilitation and/or repair projects have been included in the 2020 CIP in order to maintain compliance with EPA's Consent Decree required CMOM Program.

2020 Capital Improvement Program

Summary

Wastewater	2020	2021	2022	2023	2024
Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacements	\$ 15,900,000	\$ 8,000,000	\$ 18,500,000	\$ 7,000,000	\$ 7,000,000
General Purpose Sewer	5,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Wastewater Pump Stations and Equipment	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000
Levee Protection System, East Hartford and Hartford	2,200,000	-	-	-	-
Paving Program & Restoration	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Sewer Rehabilitation Program	3,400,000	3,400,000	4,000,000	4,000,000	4,000,000
Various Sewer Pipe Replacement/Rehabilitations	20,600,000	6,000,000	6,180,000	6,365,400	6,556,362
Large Diameter Sewer Rehab Program	-	22,800,000	11,800,000	13,000,000	13,000,000
Assessable Sewer Program	-	-	-	100,000	-
Dividend Brook Drainage Area - Phase 1	-	-	5,200,000	-	-
Dividend Brook Drainage Area - Phase 2	-	-	-	5,000,000	-
Dividend Brook Drainage Area - Phase 3	-	-	-	7,500,000	-
Private Property Inflow Disconnect Program	-	100,000	-	-	-
Backwater Valve Program	-	-	-	100,000	-
Mountain Farms Area Sewer Main Extension, West Hartford	-	10,500,000	-	-	-
East Hartford BNR Phase 3B	-	10,400,000	-	-	-
East Hartford WPCF Plant Infrastructure Renewal and Replacements	-	-	-	3,750,000	-
Hartford WPCF Centrifuge Replacement and Overhead Crane	-	4,000,000	-	-	-
Total Wastewater	\$ 51,600,000	\$ 72,200,000	\$ 52,680,000	\$ 53,815,400	\$ 36,556,362

2020 Capital Improvement Program

Summary

Water	2020	2021	2022	2023	2024
Water Pump Stations and Equipment and Water Tank and Basin Rehab, Repair & Improvements	\$ 800,000	\$ 2,000,000	\$ 600,000	\$ 4,000,000	\$ 600,000
Paving Program & Restoration	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
General Purpose Water Program	1,000,000	2,000,000	1,500,000	1,500,000	2,000,000
Long Hill Road Connector, East Hartford & South Windsor	4,000,000	-	-	-	-
Webster Hill Area WM, West Hartford	10,400,000	-	-	-	-
Water Main Replacements - Wethersfield and Hartford	12,500,000	-	-	-	-
District-wide Water Main Replacement Program	9,000,000	9,000,000	15,000,000	20,000,000	20,000,000
Levee Protection - Water	-	500,000	-	800,000	-
Assessable Water Program	-	3,500,000	-	1,000,000	1,000,000
Water Treatment Facility Infrastructure Upgrades	-	3,000,000	2,000,000	2,000,000	5,000,000
Water Supply Improvements - Facilities & Dams	-	1,500,000	2,000,000	2,000,000	4,000,000
Radio Frequency Automated Meter Reading Program	-	2,000,000	-	3,000,000	-
WH Filters WTP 6 MG Basin Rehabilitation	-	4,000,000	-	-	-
New Park Avenue Water Main Replacement	-	3,500,000	-	-	-
Wickham Hill Area Water Main Replacement	-	4,000,000	-	-	-
Sisson Avenue Area Water Main Replacement	-	-	10,000,000	-	-
Farmington Avenue Water Main Replacement	-	-	4,000,000	-	-
Total Water	\$ 40,700,000	\$ 38,000,000	\$ 38,100,000	\$ 37,300,000	\$ 35,600,000

2020 Capital Improvement Program

Summary

Combined	2020		2021		2022		2023		2024	
Fleet and Equipment Replacement and Upgrades	\$	2,000,000	\$	-	\$	2,000,000	\$	-	\$	1,000,000
Facility and Equipment Improvements		2,000,000		-		2,000,000		-		2,000,000
Information Systems I/T Upgrade		-		-		5,000,000		-		-
Survey and Construction		4,500,000		4,500,000		4,500,000		4,500,000		4,500,000
Engineering Services		4,000,000		4,000,000		4,000,000		4,000,000		4,000,000
Construction Services		2,000,000		2,000,000		2,000,000		2,000,000		2,000,000
Technical Services		4,000,000		4,000,000		4,000,000		4,000,000		4,000,000
Total Combined	\$	18,500,000	\$	14,500,000	\$	23,500,000	\$	14,500,000	\$	17,500,000

2020 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.

2020 Capital Improvement Program

Appropriation

The Metropolitan District's Capital Improvement Program budget for 2020 totals \$110,800,000 as reflected in the following summary. Wastewater programs total \$51,600,000; water programs total \$40,700,000; and combined programs total \$18,500,000.

Wastewater

Wastewater Treatment and Collection and Storm Water Collection

General Purpose Sewer	\$ 5,000,000
Levee Protection System, East Hartford and Hartford	2,200,000

Wastewater Collection

Wastewater Pump Stations and Equipment	1,500,000
Paving Program and Restoration	3,000,000
Sewer Rehabilitation Program	3,400,000
Various Sewer Pipe Replacement/Rehabilitations	20,600,000

Wastewater Treatment

Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacements	15,900,000
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Total Wastewater	\$ 51,600,000
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Water

Water Supply, Treatment, Transmission and Distribution

General Purpose Water Program	\$ 1,000,000
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Water Distribution

Paving Program and Restoration	3,000,000
Long Hill Road Water Main, East Hartford and South Windsor	4,000,000
Webster Hill Area Water Main Replacement, West Hartford	10,400,000
Water Main Replacements, Hartford and Wethersfield	12,500,000
District-wide Water Main Replacement Program	9,000,000
Water Pump Stations and Equipment and Water Tank and Basin Rehabilitation, Repair and Improvements	800,000

Total Water	\$ 40,700,000
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Combined

Facilities/Staffing

Fleet and Equipment Replacement and Upgrade	\$ 2,000,000
Administrative Facilities and Equipment Improvements	2,000,000
Survey & Construction	4,500,000
Engineering Services	4,000,000
Construction Services	2,000,000
Technical Services	4,000,000

Total Combined	\$ 18,500,000
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2020 Capital Improvement Program

Sewer

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2020 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

Wastewater Treatment and Collection and Storm Water Collection

General Purpose Sewer	\$ 5,000,000
Levee Protection System, East Hartford and Hartford	2,200,000

Wastewater Collection

Wastewater Pump Stations and Equipment	1,500,000
Paving Program and Restoration	3,000,000
Sewer Rehabilitation Program	3,400,000
Various Sewer Pipe Replacement/Rehabilitations	20,600,000

Wastewater Treatment

Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacements	15,900,000
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Total Wastewater	\$ 51,600,000
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2020 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>
Utility Maintainer Supervisor	1
Utility Maintainer Crew Leader	2
Utility Maintainer 2	5
Utility Systems Monitoring Tech 1	<u>2</u>
Total	10

2020 Capital Improvement Program

Sewer

Program – General Purpose Sewer Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000		

Description

Planning, design and construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, siphons, and related collection system appurtenances at various locations District-wide as a result of infrastructure exceeding useful life. Projects may also include electrical, mechanical, and renewable energy upgrades in addition to facility upgrades and site work at wastewater treatment facilities. Projects may include limited sewer work associated with related water main replacements in order to maximize efficiency. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To enhance the effectiveness, efficiency and safety of the District's wastewater treatment and collection systems.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Sewer

Program – Levee Protection System, East Hartford and Hartford

Amount
\$2,200,000

Project #

Fund

Description

Evaluation, design, repair or pipeline abandonment of penetrations through the levee protection systems in East Hartford and Hartford owned and operated by the District as required by the Army Corp of Engineers.

Purpose

To provide for flood protection system sewer penetration improvements.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Sewer

Program – Wastewater Pump Station Upgrades and Equipment

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,500,000		

Description

Design and/or construction of upgrades, replacements and improvements to the District's wastewater pump stations including motors and pumps to address various mechanical, piping, process, electrical, instrumentation and control systems. These improvements will enhance operational readiness and reliability, improve maintenance, safety and security, increase capacity, lower energy consumption, and enhance assets life. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To improve the efficiency and functionality of District wastewater pump stations.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Sewer

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000		

Description

Final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by MDC sewer projects. Also included are 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

2020 Capital Improvement Program

Sewer

Program –Sewer Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,400,000		

Description

Sewer system investigations (Closed Circuit TV Inspection/Sonar/Laser or other methods) to support the District's asset management program...design and construction of rehabilitation and replacement of deteriorating segments of the District's sewer infrastructure. Project includes District staffing and equipment and outside services. The District costs may include salary, benefits and overhead.

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

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Utility Maintainer Supervisor	1	
Utility Maintainer Crew Leader	2	
Utility Maintainer 2	5	
Utility Systems Monitoring Tech 1	<u>2</u>	
Total	10	

2020 Capital Improvement Program

Sewer

Program – Various Sewer Pipe Replacement/Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$20,600,000		

Description

Design and construction of sewer system upgrades, replacements and rehabilitation measures necessary as a result of aging and deteriorating infrastructure located District-wide. Work includes, but is not limited to, emergency repairs as identified via on-going inspection and the Large Diameter Sewer Rehabilitation Program. District or outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate, repair or replace sanitary sewer pipelines, including pipelines that include various materials, but not limited to black styrene pipe, tile pipe, and concrete pipe.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Sewer

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

Amount
\$15,900,000

Project #

Fund

Description

Design and construction of various infrastructure renewals and replacements at the District's four water pollution control facilities, including site wrap-up work at the Harford Water Pollution Control Facility and trickling filter and BNR upgrades at the Poquonock facility. This project will rehabilitate multiple water pollution control assets to modernize existing systems; improve operational readiness/reliability and safety; and increase wastewater processing capabilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

Infrastructure rehabilitation, upgrades and replacement work at all four water pollution control facilities including 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

2020 Capital Improvement Program

Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2020 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

Water Supply, Treatment, Transmission and Distribution

General Purpose Water Program	\$ 1,000,000
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Water Distribution

Paving Program and Restoration	3,000,000
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Long Hill Road Water Main, East Hartford and South Windsor	4,000,000
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Webster Hill Area Water Main Replacement, West Hartford	10,400,000
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Water Main Replacements, Hartford and Wethersfield	12,500,000
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District-wide Water Main Replacement Program	9,000,000
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Water Pump Stations and Equipment and Water Tank and Basin Rehabilitation, Repair and Improvements	800,000
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Total Water	\$ 40,700,000
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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.

2020 Capital Improvement Program

Water

Program – General Purpose Water Program

Amount
\$1,000,000

Project #

Fund

Description

Planning, design and construction of the replacement and/or rehabilitation of aging water mains and related system-wide equipment/infrastructure improvements to enhance the effectiveness, efficiency and safety of the District's water supply, treatment and distribution systems. Projects may also include electrical, mechanical, and renewable energy upgrades in addition to facility upgrades and site work at water treatment facilities. District forces or outside 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

2020 Capital Improvement Program

Water

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000		

Description

Final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by work on MDC water infrastructure, including 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 water main installations and replacements.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Water

Program – Long Hill Road Water Main, East Hartford and South Windsor

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,000,000		

Description

Construction, inspection and associated work for new water mains along Long Hill Road and Chapel Road beginning at the East Hartford/South Windsor town line. District forces may be utilized for this project. District costs may include salary, benefits and overhead.

Purpose

To connect two existing water mains, increasing the available water flows in South Windsor; decreasing pressure losses during peak flows; and providing a redundant water supply to South Windsor.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2020 Capital Improvement Program

Water

Program – Webster Hill Area Water Main Replacement, West Hartford

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$10,400,000		

Description

Construction, inspection and associated work for the replacement of existing water mains and service reconnections in the Webster Hill Area of West Hartford. The project will include, but not be limited to, Crestwood Road, Rumford Street, Rockledge Drive, Greystone Road, Carleton Road, Webster Hill Boulevard, Bentwood Road and Ledgewood Road.

Purpose

To replace aging infrastructure in West Hartford

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2020 Capital Improvement Program

Water

Program –Water Main Replacements, Hartford and Wethersfield

Amount
\$12,500,000

Project #

Fund

Description

Construction, inspection and associated work for the replacement of existing water mains and service reconnections in Hartford and Wethersfield. The project will include, but not be limited to, the Church Street and Nott Street area in Wethersfield and the Saybrooke Street and Bonner Street area in Hartford. District forces may be utilized for this project. District costs may include salary, benefits and overhead.

Purpose

To replace aging infrastructure in Hartford and Wethersfield

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Water

Program – District-wide Water Main Replacement Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$9,000,000		

Description

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

Purpose

To improve the efficiency and safety of the District's water distribution system.

Future Appropriations

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

Bond Language

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2020 Capital Improvement Program

Water

Program – Water Pump Stations Upgrades and Equipment and Water Tank and Basin Rehabilitation, Repair and Improvements

Amount
\$800,000

Project #

Fund

Description

Design and/or construction of upgrades, rehabilitation, replacements and improvements to the District's water pump stations including motors and pumps and water tanks and basin improvements to address mechanical, piping, process, electrical, instrumentation, water quality, equipment, security and control systems. These improvements will enhance operational readiness and reliability, improve maintenance, safety and security, increase capacity, lower energy consumption, and enhance assets life. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To improve the functionality of District water pump stations and water tanks/basins.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Combined

The following is a list of the recommended combined capital programs and projects to be funded through the MDC's 2020 Capital Improvement Program budget. These capital programs and projects provide for needed fleet and equipment replacement and upgrades, facility improvements and staffing. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Combined

Facilities/Staffing

Fleet and Equipment Replacement and Upgrade	\$	2,000,000
Facilities and Equipment Improvements		2,000,000
Survey & Construction		4,500,000
Engineering Services		4,000,000
Construction Services		2,000,000
Technical Services		4,000,000
Total Combined	\$	18,500,000

2020 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
Community Affairs Assistant	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 Constr. Engineer Tech 1	1
Project Engineer 1	2
Project Engineer 2	6
Project Managers	7
Senior Clerk	2
Senior Engineer Technician	1
Real Estate Administrator	1
Senior Project Manager	5
Survey Chief of Operation	1
Survey Chief of Party	<u>2</u>
Total	58

2020 Capital Improvement Program

Combined

Program – Fleet and Equipment Replacement and Upgrades

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,000,000		

Description

This program consists of replacement and/or upgrades to the District's transportation and power operated equipment fleet and related/associated components. This project will replace or upgrade approximately 35 vehicles and individual pieces of equipment including pick-ups, dump trucks, utility vans and mowers. These vehicles, equipment and related components will extend and enhance the capacity and capabilities of District. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To maintain the District's fleet and equipment.

Future Appropriations

Additional appropriation requests are anticipated over the next four years.

Bond Language

2020 Capital Improvement Program

Combined

Program – Facilities and Equipment Improvements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,000,000		

Description

Design and construction of a variety of improvements including renewal and replacements at District administrative, operational, and maintenance facilities which will address building envelopment, structural, architectural, mechanical, electrical, plumbing, fire protection, HVAC, security and site improvements, environmental abatement, and other relevant work. This project also includes equipment upgrades. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To ensure the continued efficient and effective operation of the District's facilities and related equipment.

Future Appropriations

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

Bond Language

2020 Capital Improvement Program

Combined

Program - Survey & Construction

Amount
\$4,500,000

Project #

Fund

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 this purpose are anticipated over the next four years.

Bond Language

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Senior Clerk	1	
Engineering Technician 2	3	
Engineering Technician 3	9	
Construction Engineer Support	1	
Senior Engineer Technician	1	
Survey Chief of Operation	1	
Construction Services Supervisor	3	
Principal Constr. Engineer Tech 1	1	
Survey Chief of Party	<u>2</u>	
Total	22	

2020 Capital Improvement Program

Combined

Program - Engineering Services

Amount
\$4,000,000

Project #

Fund

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 this purpose are anticipated over the next four years.

Bond Language

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Design Manager	1	
Construction Manager	4	
Project Engineer 1	1	
Project Manager	3	
Project Engineer 2	4	
Senior Project Manager	<u>2</u>	
Total	15	

2020 Capital Improvement Program

Combined

Program - Construction Services

Amount
\$2,000,000

Project #

Fund

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 sewer treatment plants.

Future Appropriations

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

Bond Language

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Mgr. of Construction & Inspection Svcs	1	
Asst. Mgr of Const & Inspection Svcs	1	
Construction Manager	3	
Project Manager	1	
Project Engineer 2	1	
Total	7	

2020 Capital Improvement Program

Combined

Program - Technical Services

Amount
\$4,000,000

Project #

Fund

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 this purpose are anticipated over the next four years.

Bond Language

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Cost Center</u>
Manager of Technical Services	1	
Community Affairs Asst	1	
Durational Project Engineer	1	
Construction Manager	1	
Project Engineer 2	1	
Project Engineer 1	1	
Project Manager	3	
Senior Clerk	1	
Senior Project Manager	3	
Real Estate Administrator	1	
Total	14	

2020 Capital Improvement Program

Supplemental

BOARD OF FINANCE CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS

WATER CAPITAL PROJECT PROGRAMS

To: District Board

October 7, 2019

From: Board of Finance

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

Proj. Definition	Year	BA	Project Description	Town	Budget	Expended Amount	Remaining Balance
WAT.CWA349.01	2011	2709	Assessable Water Program	Various	1,500,000.00	718,602.15	781,397.85
WAT.CWA350.01	2012	2709	Assessable Water Program	Various	2,319,000.00	57,388.74	2,261,611.26
WAT.CWA344.01	2009	2709	AW - Goodrich & South Rds. Farmington	Farmington	1,500,000.00	691,967.73	808,032.27
			Subtotal BA 2709		5,319,000.00	1,467,958.62	3,851,041.38
WAT.CW1360.01	2013	2113	2013 BL WTR Filtered Water Basin Improv.	Bloomfield	5,000,000.00	714,213.49	4,285,786.51
WAT.CW1361.01	2013	2113	2013 WHWTP Filtered Water Basin Improv.	West Hartford	4,620,000.00	-	4,620,000.00
WAT.CW1363.01	2013	2113	2013 Water Supply Generators	Various	4,250,000.00	3,854,642.41	395,357.59
WAT.CW1364.01	2013	2113	2013 Buckingham WPS - Glastonbury	Glastonbury	1,740,000.00	290,430.01	1,449,569.99
WAT.CW1365.01	2013	2113	2013 Newington PRV Service Area Upgrade	Newington	2,330,000.00	197,392.27	2,132,607.73
WAT.CW1368.01	2013	2113	2013 Pitkin St. Water Main Replace, EH	East Hartford	460,000.00	48,985.48	411,014.52
WAT.CW1369.01	2013	2113	2013 Jerome Ave Wtr Main Replace. Bloomf	Bloomfield	1,400,000.00	30,960.36	1,369,039.64
WAT.CW1374.01	2013	2113	2013 CWP-Church St-WM / Myrtle to High	Hartford	370,000.00	112,187.99	257,812.01
WAT.CW1379.01	2013	2113	2013 Center St Wtr Main Replace, Hrtfrd	Hartford	330,000.00	9,392.51	320,607.49
WDS.BL0014.01	2014	2113	2014 Water Renewable Energy Projects	Various	550,000.00	374,124.19	175,875.81
WDS.DM0014.02	2014	2113	2014 Paving Program	Various	3,000,000.00	2,914,643.55	85,356.45
WDS.DM0015.02	2015	2113	2015 Paving Program	Various	2,500,000.00	2,456,632.35	43,367.65
WDS.DM0016.02	2016	2113	2016 Paving Program	Various	3,000,000.00	2,791,226.05	208,773.95
WDS.DM1014.01	2014	2113	2014 Water Main Replacements W. Hartford	West Hartford	1,500,000.00	14,661.24	1,485,338.76
WDS.EQ0014.01	2014	2113	2014 DW Wtr Asset Management Program	Various	250,000.00	-	250,000.00
WDS.PS0014.01	2014	2113	2014 Water Pump Station Improvements	Various	175,000.00	122,110.96	52,889.04
WSH.BN2814.01	2014	2113	2014 Saville Dam Embankment Improvements	Barkhamsted	2,000,000.00	-	2,000,000.00
WSH.DA1014.01	2014	2113	2014 Res #1 Dam Spillway Channel Modifc	West Hartford	5,000,000.00	-	5,000,000.00
WSH.DA2514.01	2014	2113	2014 Phelps Brook Dam/ East Dike Rehab	Burlington	3,000,000.00	1,742,417.77	1,257,582.23
WSH.DA3214.01	2014	2113	2014 Goodwin Dam Brdg Rehab/Spillway Imp	Goodwin	2,800,000.00	-	2,800,000.00
WTF.BN1014.01	2014	2113	2014 WH WTF 6 MG Filtered Wtr Basin Impr	West Hartford	3,000,000.00	755.64	2,999,244.36
WTF.EQ3114.01	2014	2113	2014 Collinsville WTP Emergency Gen Repl	Collinsville	700,000.00	97,421.42	602,578.58
			Subtotal BA 2113		47,975,000.00	15,772,197.69	32,202,802.31
WAT.CW1216.01	2009	2209	CLSD-General Purpose Water	Various	3,515,000.00	2,553,572.44	961,427.56
WAT.CW1292.02	2011	2209	2011 Linden Place Water Main Replacement	Hartford	586,500.00	467,818.16	118,681.84
			Subtotal BA 2209		4,101,500.00	3,021,390.60	1,080,109.40
WAT.CW1245.01	2010	2320	2010 Hydraulic Computer Modeling	Various	2,350,000.00	1,128,180.17	1,221,819.83
WAT.CW1248.01	2010	2320	2010Water Main Replacement-East Hartford	East Hartford	1,000,000.00	47,829.91	952,170.09
WAT.CW1251.01	2010	2320	2010 Water Main Replacement-Wethersfield	Wethersfield	600,000.00	386,984.47	213,015.53
WAT.CW1253.01	2010	2320	2010 Water Main Replacement - Bloomfield	Bloomfield	400,000.00	344,775.50	55,224.50
WAT.CW1255.01	2010	2320	2010 Water Main Replacement - Windsor	Windsor	400,000.00	37,981.27	362,018.73
WAT.CW1257.02	2012	2320	2012 Frmgtn Ave W/M Install TB to WH Ln	Hartford	1,868,000.00	1,415,754.91	452,245.09
WAT.CW1264.01	2010	2320	2010 Water Pump Station Replace/Upgrade	Various	4,800,000.00	758,983.72	4,041,016.28
WAT.CW1270.01	2010	2320	2010 Water Dist Facility Security	Various	4,492,000.00	3,067,067.47	1,424,932.53
WAT.CW1276.01	2010	2320	2010CWP Water Main Guilford Pliny Htfd	Hartford	3,607,000.00	1,472,885.77	2,134,114.23
WAT.CW1279.10	2013	2320	2013 WMR-FRANKLIN #13, FRANKLIN AVE, HTF	Hartford	2,100,000.00	445,069.55	1,654,930.45
WAT.CW1281.01	2010	2320	2010CWP Wtr Main Repl Farmington A Htfd	Hartford	3,130,000.00	602,763.56	2,527,236.44
WAT.CW1282.01	2010	2320	2010CWP Wtr Main Cleveland/Main Htfd	Hartford	2,033,000.00	348,618.00	1,684,382.00
WAT.CW1285.01	2010	2320	2010CWP Wtr Main Repl Oxford St Htfd	Hartford	610,000.00	449,721.90	160,278.10
WAT.CW1295.01	2011	2320	2011 WMR-LONGVIEW DR,TALCOTT AND PHEAS.	West Hartford	1,700,000.00	955,325.35	744,674.65
WAT.CW1296.01	2011	2320	2011 WMR-COTTAGE GROVE RD, BLOOMFIELD	Bloomfield	2,772,000.00	1,097,000.89	1,674,999.11
WAT.CW1297.01	2011	2320	2011 WMR MOUNTAIN RD& CLIFFORD DR, WH	West Hartford	400,000.00	19,576.21	380,423.79
WAT.CW1298.01	2011	2320	2011 WMR-COLONY ROAD, WEST HARTFORD	West Hartford	700,000.00	427,679.01	272,320.99
WAT.CW1299.01	2011	2320	2011 WMR-PINE ST & AUBURN RD, WH	West Hartford	700,000.00	298,245.35	401,754.65
WAT.CW1301.01	2011	2320	2011 WMR SIMMONS RD., EAST HARTFORD	East Hartford	450,000.00	257,028.58	192,971.42
WAT.CW1302.01	2011	2320	2011 WMR HARTFORD	Hartford	3,600,000.00	430,638.50	3,169,361.50
WAT.CW1303.01	2011	2320	2011 TMR HAMILTON ST&PARK TERR,HTFD,PHII	Hartford	4,750,000.00	2,862,599.32	1,887,400.68
WAT.CW1310.01	2011	2320	2011 WATER STORAGE UPGRADES-PHASE I	Various	2,500,000.00	147,191.32	2,352,808.68
WAT.CW1328.01	2011	2320	2011 CWP WMR-FENWAY ST., HARTFORD	Hartford	593,000.00	84,374.55	508,625.45
WAT.CW1332.01	2012	2320	2012 Water Storage Basin Upgrades	Various	3,515,000.00	86,919.17	3,428,080.83
WAT.CW1333.01	2012	2320	2012 Newington Pump Station	Newington	4,200,000.00	444,429.61	3,755,570.39
WAT.CW1335.01	2012	2320	2012 CWP W/M Replace-South Maple West	Hartford	4,000,000.00	1,013,754.36	2,986,245.64
WAT.CW1340.01	2012	2320	2012 WTR Infstrctr Design-District Wide	Various	480,000.00	338,282.56	141,717.44
WAT.CW1343.01	2012	2320	2012 Asset Management Construct. Admin.	Various	904,000.00	42,055.46	861,944.54
WAT.CW1345.01	2012	2320	2012 Wtr Main Replacement - Retreat Ave	Hartford	4,094,000.00	1,490,858.23	2,603,141.77
WAT.CW1348.01	2012	2320	2012 Wtr Main Replacement - Four Mile Rd	West Hartford	1,189,000.00	62,611.52	1,126,388.48
WAT.CW1350.01	2012	2320	2012 W/M Replacement-Montclair Dr. WH	West Hartford	457,000.00	344,020.01	112,979.99
WAT.CW1356.01	2012	2320	2012 Wtr Main Replacement-Farmington Ave	Hartford	3,500,000.00	858,251.43	2,641,748.57
			Subtotal BA 2320		67,894,000.00	21,767,457.63	46,126,542.37

2020 Capital Improvement Program

Supplemental

WAT.CW1349.01	2012	2323	2012 Paving Program	MDC	5,000,000.00	3,915,140.95	1,084,859.05
			Subtotal BA 2323		5,000,000.00	3,915,140.95	1,084,859.05
WAT.CW1263.01	2010	2324	2010 Water Supply Facility Improvements	Barkhamsted	2,500,000.00	2,394,818.05	105,181.95
WAT.CW1265.01	2010	2324	2010 Dam Safety - Nepaug, Phelps, E Dike	Barkhamsted	4,944,000.00	348,914.13	4,595,085.87
			Subtotal BA 2324		7,444,000.00	2,743,732.18	4,700,267.82
WAT.CW1290.01	2009	2330	2009CSOFarmington1A Water Main Repl	Hartford	5,000,000.00	4,194,056.38	805,943.62
			Subtotal BA 2330		5,000,000.00	4,194,056.38	805,943.62
WAT.CW1221.01	2009	2334	WATER MAIN GATE VALVE REPLACEMENTS	Various	2,300,000.00	1,295,952.59	1,004,047.41
			Subtotal BA 2334		2,300,000.00	1,295,952.59	1,004,047.41
WAT.CW1222.01	2009	2338	Oak Street East Hartford Water	East Hartford	1,150,000.00	19,872.23	1,130,127.77
			Subtotal BA 2338		1,150,000.00	19,872.23	1,130,127.77
WAT.CW1267.01	2010	2340	2010 Dam Safety Reservoir #2	Barkhamsted	1,315,000.00	821,064.80	493,935.20
WAT.CW1268.01	2010	2340	2010 Dam Safety Res #3	Barkhamsted	1,315,000.00	650,378.60	664,621.40
WAT.CW1269.01	2010	2340	2010 Water Treatment Facility Upgrade	Various	4,953,350.00	460,709.47	4,492,640.53
WAT.CW1312.01	2011	2340	2011 DAM SAFETY IMPROVEMENTS-RES #6	Bloomfield	1,330,000.00	244,639.90	1,085,360.10
WAT.CW1313.01	2011	2340	2011 WATER TREATMENT FACILITY UPGRADES	Various	975,440.00	930,650.79	44,789.21
WAT.CW1314.01	2011	2340	2011 WHWTF-North Storage Tank Inst.	West Hartford	4,800,000.00	60,875.70	4,739,124.30
WAT.CW1352.01	2012	2340	2012 Dam Safety Improv-Goodwin & Saville	Barkhamsted	2,040,000.00	1,979,055.76	60,944.24
WAT.CW1354.01	2012	2340	2012 Water Treatment Facilities Upgrades	Various	2,500,000.00	2,193,237.16	306,762.84
			Subtotal BA 2340		19,228,790.00	7,340,612.18	11,888,177.82
			Total Water Program		165,412,290.00	61,538,371.05	103,873,918.95

After reviewing the information contained herein

At a meeting of the Board of Finance held on October 7, 2019, 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,

Scott W. Jellison, CEO

2020 Capital Improvement Program

Supplemental

SEWER CAPITAL PROJECT PROGRAMS

To: District Board

October 7, 2019

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.CS1142.02	2008	5108	2013 Curcombe Street WWPS - Hartford	Hartford	101,825.00	95,339.26	6,485.74
			Subtotal BA 5108		101,825.00	95,339.26	6,485.74
WWA.CS1151.01	2010	5109	CLSD-2010 General Purpose Sewer	Various	802,000.00	390,487.61	411,512.39
WWA.CS1170.01	2012	5109	2012 General Purpose Sewer	Various	5,000,000.00	1,321,667.09	3,678,332.91
			Subtotal BA 5109		5,802,000.00	1,712,154.70	4,089,845.30
WPC.EQ0014.01	2014	5113	2014 Equipment & Facilities Refurbishmnt	Various	1,400,000.00	1,210,143.27	189,856.73
SCS.BL0014.01	2014	5113	2014 Sewer Renewable Energy Projects	Various	550,000.00	100,409.67	449,590.33
SCS.EQ0014.03	2014	5113	2014 Backwater Valve Program	Various	1,000,000.00	-	1,000,000.00
SCS.OT0014.01	2014	5113	2014 Levee Protect System Imprv EH & Har	Various	3,100,000.00	442,647.45	2,657,352.55
SCS.PS0014.01	2014	5113	2014 WW Pump Station Improvement	Various	350,000.00	77,363.96	272,636.04
SCS.PS0214.01	2014	5113	2014 PS Upgrades-Howard Wether	Wethersfield	370,000.00	-	370,000.00
SCS.PS0414.01	2014	5113	2014 Pump Station Rplc-Stonehedge/Ochial	Newington	575,000.00	34,132.49	540,867.51
SCS.PS0614.02	2014	5113	2014 Pump Station Rainbow Trunk, Windsor	Windsor	5,000,000.00	474,114.86	4,525,885.14
SCS.PS0714.01	2014	5113	2014 PS Upgrade-Burnside E. Hartford	East Hartford	3,900,000.00	200,707.41	3,699,292.59
SCS.SR0014.04	2014	5113	2014 Various Sewer Pipe Replace/Rehab DW	Various	5,000,000.00	1,913,497.26	3,086,502.74
SCS.SR0114.01	2014	5113	2014 Rehab/Repl NM-14 Overflow Hartford	Hartford	1,050,000.00	24,410.40	1,025,589.60
SCS.SR0214.01	2014	5113	2014 Sewer Ext. - Marsh St, Wethersfield	Wethersfield	3,600,000.00	47,343.89	3,552,656.11
WPC.FA0114.01	2014	5113	2014 Hartford WPCF DAFT Sludge Equi Dsgn	Hartford	800,000.00	759,064.85	40,935.15
WWA.CS1190.01	2013	5113	2013 Folly Brook I/I Removal - Cntrct 1	Wethersfield	4,850,000.00	324,195.11	4,525,804.89
WWA.CS1198.01	2013	5113	2013 Windsor I/I Removal Contract	Windsor	4,850,000.00	241,815.13	4,608,184.87
WWA.CS1202.01	2013	5113	2013 Chateau Woods/High Path Rd WWPS	Windsor	500,000.00	487,568.53	12,431.47
WWA.CS1204.01	2013	5113	2013 Harvest Lane WWPS - Windsor	Windsor	500,000.00	309,437.64	190,562.36
WWA.CS1207.01	2013	5113	2013 Motts WWPS - Wethersfield	Wethersfield	510,000.00	65,736.00	444,264.00
WWA.CS1208.01	2013	5113	2013 Brookside Street WWPS - Newington	Newington	3,240,000.00	55,713.53	3,184,286.47
WWA.CS1212.01	2013	5113	2013 Pheasant Lane Swr Main Construction	Bloomfield	550,000.00	507,507.99	42,492.01
WWA.CS1213.01	2013	5113	2013 Various Sewr Pipe Replacement/Rehab	Various	4,940,000.00	2,140,143.39	2,799,856.61
WWA.CS1215.01	2013	5113	2013 388-390 Farmington Ave, Swr Repairs	Hartford	1,900,000.00	28,071.18	1,871,928.82
WWA.CS1217.01	2013	5113	2013 WPC HWPCF Cake Stg & Gravity Sys	Hartford	740,000.00	196,738.71	543,261.29
			Subtotal BA 5113		49,275,000.00	9,640,762.72	39,634,237.28
SCS.SR0014.01	2014	5630	2014 Assessable Sewer Program	Various	800,000.00	110,993.93	689,006.07
WWA.CSA443.01	2009	5630	2009Assessable SWR - Mountain Road, W.H.	West Hartford	5,000,000.00	3,088,553.68	1,911,446.32
WWA.CSA453.01	2009	5630	2009 Woodpond North Pump Station	West Hartford	1,600,000.00	993,955.57	606,044.43
			Subtotal BA 5630		7,400,000.00	4,193,503.18	3,206,496.82
WWA.CS1157.01	2010	5680	2010 WPC Renewal & Replacements Program	Various	2,000,000.00	1,551,927.49	448,072.51
WWA.CS1185.01	2012	5680	2012 EHWPC Wastewater Screening Install	East Hartford	4,750,000.00	581,810.15	4,168,189.85
			Subtotal BA 5680		6,750,000.00	2,133,737.64	4,616,262.36
WPC.FA0007.01	2007	5733	2007 Wastewater Treatment Fac Imp.	Various	4,600,000.00	3,928,601.94	671,398.06
			Subtotal BA 5733		4,600,000.00	3,928,601.94	671,398.06
WWA.CS1152.01	2010	5803	2010 Sewer Pump Station Improvement Prog	Various	523,000.00	416,652.26	106,347.74
WWA.CS1155.01	2010	5803	2010 Huyshope Street Sewer Rehab, Hartfd	Hartford	2,956,000.00	220,673.55	2,735,326.45
WWA.CS1169.01	2012	5803	2012 Sewer Infrastructure Design	Various	480,000.00	313,200.56	166,799.44
WWA.CS1171.01	2012	5803	2012 Sanitary Sewer Retreat Ave Htfd	Hartford	5,000,000.00	234,361.42	4,765,638.58
WWA.CS1172.01	2012	5803	2012 Mohawk WWPS - East Hartford	East Hartford	654,000.00	484,300.78	169,699.22
WWA.CS1172.02	2013	5803	2013 Mohawk WWPS - East Hartford	East Hartford	2,640,000.00	307,427.58	2,332,572.42
WWA.CS1173.01	2012	5803	2012 Ridge Street WWPS - Windsor	Windsor	585,000.00	344,307.76	240,692.24
WWA.CS1174.01	2012	5803	2012 Sewer Gate Replacement Program	Various	1,296,000.00	474,129.46	821,870.54
WWA.CS1178.01	2012	5803	2012 Sewer Woodland Ave Peters Rd BL	Bloomfield	1,310,000.00	241,776.79	1,068,223.21
WWA.CS1181.01	2012	5803	2012 Sanitary Sewer Replacement Prg	Various	3,939,000.00	2,622,003.70	1,316,996.30
WWA.CS1183.01	2012	5803	2012 Backwater Valve Program	Various	540,000.00	76,213.62	463,786.38
WWA.CS1184.01	2012	5803	2012 Sewer Rehabilitation Program	Various	2,500,000.00	965,213.81	1,534,786.19
			Subtotal BA 5803		22,423,000.00	6,700,261.29	15,722,738.71
			Total Sewer Program		96,351,825.00	28,404,360.73	67,947,464.27

2020 Capital Improvement Program

Supplemental

After reviewing the information contained herein

At a meeting of the Board of Finance held on October 7, 2019, 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,

Scott W. Jellison, CEO

2020 Capital Improvement Program

Supplemental

COMBINED CAPITAL PROJECT PROGRAMS

To: District Board

October 7, 2019

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.BL0014.01	2014	5613	2014 Facility Roof Replacements	Various	600,000.00	18,100.75	581,899.25
COM.CFP182.01	2013	5613	2013 INFORMATION TECHNOLOGY-SAP/ORACLE	MDC	5,000,000.00	4,597,405.08	402,594.92
COM.EQ0014.01	2014	5613	2014 Information Technology	Various	5,000,000.00	4,829,622.58	170,377.42
COM.LA0014.01	2014	5613	2014 Land Improvement	Various	1,000,000.00	616,834.93	383,165.07
			Subtotal BA 5613		11,600,000.00	10,061,963.34	1,538,036.66
COM.BL0014.02	2014	5651	2014 Facilities Improvement Program	Various	3,000,000.00	2,885,736.40	114,263.60
COM.CFP159.01	2011	5651	2011 Facility & Equipment Improvements	MDC	1,400,000.00	624,888.83	775,111.17
COM.CFP168.01	2012	5651	2012 Hqtrs Parking Garage Renovations	Hartford	3,595,000.00	2,622,550.26	972,449.74
COM.CFP172.01	2012	5651	2012 Facility Improvement Program	MDC	2,500,000.00	813,343.66	1,686,656.34
COM.CFP181.01	2013	5651	2013 Facilities Improvement Program	MDC	2,000,000.00	1,595,462.11	404,537.89
			Subtotal BA 5651		12,495,000.00	8,541,981.26	3,953,018.74
COM.CFP153.01	2010	5677	2010 CMMS Phase II	MDC	2,640,000.00	221,761.50	2,418,238.50
COM.CFP170.01	2012	5677	2012 Information Technology	MDC	3,000,000.00	353,553.02	2,646,446.98
COM.CFP171.01	2012	5677	2012 Information Technology Security Imp	MDC	5,000,000.00	4,664,318.56	335,681.44
			Subtotal BA 5677		10,640,000.00	5,239,633.08	5,400,366.92
COM.OT0018.01	2018	5802	2018 CONSTRUCTION SERVICES	Various	3,500,000.00	105,700.83	3,394,299.17
COM.OT0018.02	2018	5802	2018 ENGINEERING SERVICES	Various	2,500,000.00	197,370.28	2,302,629.72
COM.OT0018.03	2018	5802	2018 SURVEY & CONSTRUCTION	Various	5,000,000.00	145,444.35	4,854,555.65
COM.OT0018.04	2018	5802	2018 TECHNICAL SERVICES	Various	3,400,000.00	374,859.14	3,025,140.86
			Subtotal BA 5802		14,400,000.00	823,374.60	13,576,625.40
			Total Combined Program		49,135,000.00	24,666,952.28	24,468,047.72

After reviewing the information contained herein

At a meeting of the Board of Finance held on October 7, 2019, 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,

Scott W. Jellison, CEO

2020 Capital Improvement Program

Supplemental

CLEAN WATER PROJECT PROGRAMS

To: District Board

October 7, 2019

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	Town	Budget	Expended Amount	Remaining Balance
CW1.NSSUAL.01	2007	5300	Upper Albany Project #1	Hartford	15,101,176.68	15,101,176.68	-
CW1.SSOGEN.09	2007	5300	2009 Clean Water SSO General Repair	Various	224,714.01	224,714.01	-
CW1.SSOGEN.10	2007	5300	2010 Clean Water SSO General Repair	Various	1,822,142.90	1,822,142.90	-
CW1.SSOWND.03	2007	5300	2015 NM-1 Gate Structure	Hartford	3,385,661.62	3,385,661.62	-
CW1.SSOWTH.02	2007	5300	2012 RH/Weth. SSES Lining	Wethersfield	1,822,142.90	1,822,142.90	-
CW1.SSOWTH.10	2007	5300	2014 SSES Rocky Hill - II	Rocky Hill	3,385,661.62	3,385,661.62	-
CW1.SSSFRA.13	2007	5300	Franklin Proj #13-Package B Upper Frankl	Hartford	22,295,803.90	22,295,803.90	-
CW1.SSSFRA.15	2007	5300	Airport Rd Htfd Pump Station Forced Main	Hartford	5,044,260.37	5,044,260.37	-
CW1.SSSFRA.4D	2007	5300	Franklin Proj #5-Package D W. Preston St	Hartford	13,564,535.20	13,564,535.20	-
CW1.SSOWTH.01	2007	5300	2012 SSO Pilot-Wethersfield 2011-11	Wethersfield	1,558,366.05	1,558,366.05	-
CW1.WTFHAR.14	2007	5300	ASH HANDLING & MERCURY CONTRO	Hartford	1,297,094.60	1,297,094.60	-
			Subtotal 5300		69,501,559.85	69,501,559.85	-
CW2.CSOGEN.16	2016	5400	2016 LTCP Flow Metering	Hartford	1,531,681.76	1,531,681.76	-
CW2.MGMCWP.15	2013	5400	2015 CWP Admin	Various	11,269,060.17	11,269,060.17	-
CW2.MGMPMC.14	2013	5400	2014 CWP PMC / CDM SMITH	Various	6,914,745.94	6,914,745.94	-
CW2.NSSUAL.09	2013	5400	2014 Gully Brook Conduit Connections	Hartford	425,239.63	425,239.63	-
CW2.SSOWHA.06	2015	5400	2015 Greenhurst Road	Hartford	5,285,027.58	5,285,027.58	-
CW2.TUNSTH.01	2013	5400	2015 SHCST Utility Relocation	Hartford	35,512.34	35,512.34	-
			Subtotal 5400		25,461,267.42	25,461,267.42	-
			Total Clean Water Program		94,962,827.27	94,962,827.27	-

After reviewing the information contained herein

At a meeting of the Board of Finance held on October 7, 2019, 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,

Scott W. Jellison, CEO