



**BOARD OF FINANCE
SPECIAL MEETING
WEDNESDAY, OCTOBER 27, 2021
12:00 PM**

<u>Location</u>	<u>Commissioners</u>	<u>Citizen Members</u>
Board Room District Headquarters 555 Main Street, Hartford	Adil Currey DiBella (Ex-Officio) Hoffman (VC) Salemi (C)	Gentile King-Corbin Tsegai
Dial in #: (415)-655-0001; Access Code: 43808661# Meeting Video Link	Quorum: 5	

1. CALL TO ORDER
2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
3. APPROVAL OF MEETING MINUTES OF SEPTEMBER 28, 2021
4. DISCUSSION RE: FISCAL YEAR 2022 BUDGET
5. DISCUSSION RE: ELECTRIC, GAS AND POLYMER INCREASED COSTS
6. CONSIDERATION AND POTENTIAL ACTION RE: DPH PRIMACY FEE
7. REPORT RE: CLEAN WATER PROJECT CHARGE RATE MODEL
8. CONSIDERATION AND POTENTIAL ACTION RE: DISPOSITION OF SURPLUS LAND AND APPROPRIATION FOR ASSOCIATED EXPENSES
9. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
10. COMMISSIONER COMMENTS & QUESTIONS
11. ADJOURNMENT

The Metropolitan District **FISCAL YEAR 2022 BUDGET**

10/27/2021 Board of Finance Meeting





AD VALOREM & WATER RATE IMPACT

(9/28/21 Board of Finance recommendation)

➤ The recommended 2022 District's budget:

- Sewer **\$98.2 opex** - \$45.1 orev = \$53.1 million to be collected from member towns
 - This represents a \$1.6 million or **3.1%** Ad Valorem increase over 2021's \$51.5 million
- Water **\$111.7 opex** - \$12.3 orev = \$99.4 to be collected from Water Sales
 - Water rate of **\$4.24 per CCF** x 17.7 million CCF Consumption = \$75.0 million (4.7% increase over 2021's \$4.05 rate)
 - Water service charges (domestic, commercial, industrial, other) = \$24.4 million
- Total **\$209.9 opex** representing an overall operating expenditure increase of \$4.4 million or **2.1%** increase over 2021's \$205.5 million

(millions)	2021	2022	\$ Var	% Var
Sewer (page 22 of 9/28 presentation)				
1) Opex	\$ 97.0	\$ 98.2	\$ 1.2	1.2%
2) Orev (subtract)	\$ 45.5	\$ 45.1	\$ (0.4)	-0.9%
3) Ad Valorem	\$ 51.5	\$ 53.1	\$ 1.6	3.1%
Sewer Customer Service charge	\$ 7.0	\$ 9.0	\$ 2.0	28.6%
Water (page 17 of 9/28 presentation)				
1) Opex	\$ 108.5	\$ 111.7	\$ 3.2	2.9%
2) Orev (subtract)	\$ 11.7	\$ 12.3	\$ 0.6	5.1%
3) Water rates & Service charges	\$ 96.8	\$ 99.4	\$ 2.6	2.7%
Consumption	17.7	17.7	\$ -	0.0%
Rate	\$ 4.05	\$ 4.24	\$ 0.19	4.7%
Sale of Water	\$ 71.6	\$ 75.0	\$ 3.4	4.7%
Service Charges	\$ 25.2	\$ 24.4	\$ (0.8)	-3.2%
Water rates and Service charges	\$ 96.8	\$ 99.4	\$ 2.6	2.7%
Total				
1) Opex	\$ 205.5	\$ 209.9	\$ 4.4	2.1%
2) Orev (subtract)	\$ 57.2	\$ 57.4	\$ 0.2	0.3%
3) Ad Valorem/Water rates & Service charges	\$ 148.3	\$ 152.5	\$ 4.2	2.8%



OPPORTUNITIES/CHALLENGES

- Sewer opportunities ***included*** in 9/28/21 recommended 3.1% ad valorem increase:
 - Decrease 2022 General Fund (Sewer) ***Debt Service*** budget by \$2.5 million (2021 surplus)
 - Used the entire \$2.7 million of the 2020 ***General Fund surplus*** (3.2% greater than 35.0% maximum)
 - Reduced the PMU revenue reduction by \$1.0 million. PMU 2020 revenue of \$8.3 million to 2021 revenue of \$6.3 million (\$2.0 million decrease) to 2022 of \$5.3 million (\$1.0 million decrease)
- Other opportunities ***not included*** in 9/28/21 recommended
 - Decrease 2022 Enterprise Fund (Water) Debt Service budget by \$2.7 million (2021 possible surplus)
 - Revisit Employee Benefits Retirement Payouts \$2.4 million
 - Average of \$39.0K for each of 55 employees
 - Life Insurance buy-out of \$6.0K for 47 eligible employees
 - Review of budgeted self-insurance fund with USI (employee benefits consultant)
- Challenges
 - Large increases in Electricity, Gas, and purchase of Polymers (incineration)



AD VALOREM & WATER RATE IMPACT

(10/27/21 Board of Finance recommendation)

➤ Other opportunities

- Decrease 2022 Enterprise Fund (Water) Debt Service budget by \$2.2 million (reduced by 2021 credits)
- Decrease contribution to Self-Insurance fund by \$1.0 million (confirmed with USI employee benefits consultant)
- Decrease Employee Benefits Retirement Payouts by \$0.5 million (44 instead of 55 employees)
- Decreased Nitrogen Credits purchases by \$0.3 million

➤ Challenges

- Large increases in Electricity of \$1.3 million or 20%
- Large increase in Gas of \$1.4 million or 100% (price and volume increases)
- Large increase in Polymers of \$0.3 million or 33%

➤ Net impact

- Able to maintain the 3.1% Ad Valorem increase
- Able to reduce the Water rate to \$4.09, a \$0.04 or 1% increase



AD VALOREM & WATER RATE IMPACT

(10/27/21 Board of Finance recommendation)

➤ The recommended 2022 District's budget:

- Sewer **\$100.2 opex** - \$47.1 orev = \$53.1 million to be collected from member towns
 - This represents a \$1.6 million or **3.1%** Ad Valorem increase over 2021's \$51.5 million
- Water **\$108.8 opex** - \$12.3 orev = \$99.6 to be collected from Water Sales
 - Water rate of **\$4.09 per CCF** x 17.7 million CCF Consumption = \$72.4 million (1.0% increase over 2021's \$4.05 rate)
 - Water service charges (domestic, commercial, industrial, other) = \$24.2 million
- Total **\$209.0 opex** representing an overall operating expenditure increase of \$3.5 million or **1.7%** increase over 2021's \$205.5 million

(millions)	2021	2022	\$ Var	% Var
Sewer (page 22 of 9/28 presentation)				
1) Opex	\$ 97.0	\$ 100.2	\$ 3.2	3.3%
2) Orev (subtract)	\$ 45.5	\$ 47.1	\$ 1.6	3.6%
3) Ad Valorem	\$ 51.5	\$ 53.1	\$ 1.6	3.1%
Sewer Customer Service charge	\$ 7.0	\$ 9.0	\$ 2.0	28.6%
Water (page 17 of 9/28 presentation)				
1) Opex	\$ 108.5	\$ 108.8	\$ 0.3	0.3%
2) Orev (subtract)	\$ 11.7	\$ 12.3	\$ 0.6	5.1%
3) Water rates & Service charges	\$ 96.8	\$ 96.6	\$ (0.2)	-0.3%
Consumption	17.7	17.7	\$ -	0.0%
Rate	\$ 4.05	\$ 4.09	\$ 0.04	1.0%
Sale of Water	\$ 71.6	\$ 72.4	\$ 0.7	1.0%
Service Charges	\$ 25.2	\$ 24.2	\$ (1.0)	-4.0%
Water rates and Service charges	\$ 96.8	\$ 96.6	\$ (0.3)	-0.3%
Total				
1) Opex	\$ 205.5	\$ 209.0	\$ 3.5	1.7%
2) Orev (subtract)	\$ 57.2	\$ 59.4	\$ 2.2	3.9%
3) Ad Valorem/Water rates & Service charges	\$ 148.3	\$ 149.6	\$ 1.3	0.9%

2022 Proposed Annual Budget



The Metropolitan District
Hartford, CT

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Budget Summary

Revenue & Expenditure Summary

The Proposed District's budget for 2022 totals \$209,048,975, a \$3,533,075 or 1.7% increase from the appropriation level adopted in support of 2021 operations and programs. The following table summarizes the proposed 2022 operating revenues and expenditures for the District's Water and Sewer operations.

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Water Revenues</u>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$96,552,254
Other Operating Revenue	6,732,129	8,019,100	7,961,812	8,494,100
Subtotal Operating Revenue	103,804,708	104,820,500	102,866,321	105,046,354
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contribution from (to) Working Funds	-	1,400,000	-	1,400,000
Subtotal Non-Operating Revenue	2,282,592	3,731,200	1,886,781	3,801,119
Total Water Revenue	106,087,300	108,551,700	104,753,102	108,847,473
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,076,600
Revenue for Other Gov't Agencies	10,784,429	11,466,400	11,209,297	10,931,000
Other Sewer Revenues	18,317,780	16,848,200	16,875,684	18,212,000
Sewer User Charge Revenues	11,274,896	13,373,900	11,148,005	13,301,902
Subtotal Operating Revenue	91,852,805	93,164,200	90,708,686	95,521,502
DEEP Contingency	-	-	-	1,980,000
Surplus Designated from Prior Yr.	-	3,800,000	168,961	2,700,000
Subtotal Non-Operating Revenue	-	3,800,000	168,961	4,680,000
Total Sewer Revenues	91,852,805	96,964,200	90,877,647	100,201,502
Total Water and Sewer Revenues	\$197,940,105	\$205,515,900	\$195,630,749	\$209,048,975
<u>Expenditures</u>				
District Board	\$333,424	\$415,500	\$415,500	\$525,500
Executive Office	2,522,808	2,983,600	2,489,248	3,073,067
Legal	1,329,096	1,519,100	1,251,289	1,475,670
Finance	6,507,020	7,209,700	6,892,133	7,018,565
Information Technology	7,682,250	8,363,600	9,783,508	8,874,980
Engineering and Planning	1,020,071	1,115,300	910,403	1,093,132
Water Treatment & Supply	7,595,321	8,087,800	7,476,161	8,101,154
Water Pollution Control	15,538,428	17,456,700	15,870,413	20,573,002
Laboratory Services	1,530,049	1,563,900	1,487,820	1,579,554
Maintenance	10,207,879	12,177,200	10,940,673	12,485,281
Operating Office	691,540	735,400	735,400	765,354
Environment, Health & Safety	780,595	957,900	866,629	980,718
Command Center	3,966,935	4,449,000	4,077,462	4,419,995
Operations	9,798,734	12,275,100	11,957,472	13,074,234
Patrol	1,066,610	1,519,200	1,187,931	1,470,957
Debt Service	65,335,507	71,204,300	68,434,106	69,016,800
Employee Benefits	31,034,229	35,676,700	35,676,700	37,216,674
General Insurance	5,827,225	6,119,700	6,119,700	6,230,238
Taxes and Fees	3,595,994	3,810,500	3,657,198	3,810,500
Special Agr. and Programs	3,028,723	5,895,700	3,705,028	5,283,600
Contingencies	-	1,980,000	-	1,980,000
Total Water and Sewer Budget	\$179,392,438	\$205,515,900	\$193,934,774	\$209,048,975

Budget Summary

Revenue & Expenditure Summary

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

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>REVENUES</u>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,076,600
Revenue for Other Gov't Agencies	10,784,429	11,466,400	11,209,297	10,931,000
Other Sewer Revenues	18,317,780	16,848,200	16,875,684	18,212,000
Sewer User Charge Revenues	11,274,896	13,373,900	11,148,005	13,301,902
Subtotal	91,852,805	93,164,200	90,708,686	95,521,502
DEEP Contingency	-	-	-	1,980,000
Surplus Designated from Prior Yr.	-	3,800,000	168,961	2,700,000
Subtotal	\$0	\$3,800,000	\$168,961	\$4,680,000
Total Revenue	\$91,852,805	\$96,964,200	\$90,877,647	\$100,201,502
<u>EXPENDITURES</u>				
District Board	\$163,400	\$203,600	\$203,600	\$257,500
Executive Office	1,236,200	1,462,000	1,183,490	1,505,900
Legal	651,300	744,400	592,957	723,100
Finance	3,188,500	3,532,700	3,228,524	3,439,200
Information Technology	2,535,100	2,760,000	3,041,197	2,928,700
Engineering and Planning	499,800	546,500	447,892	535,600
Water Pollution Control	15,538,428	17,456,700	15,870,413	20,573,002
Laboratory Services	734,500	750,700	674,620	758,200
Maintenance	5,001,800	5,966,800	4,896,082	6,117,900
Operating Office	338,900	360,300	360,300	375,000
Environment, Health & Safety	382,500	469,400	378,129	480,600
Command Center	1,348,800	1,512,700	1,319,054	1,502,800
Operations	2,449,600	3,068,800	2,809,717	3,268,600
Debt Service	32,039,166	36,090,300	36,090,300	35,117,500
Employee Benefits	13,965,400	16,054,500	16,054,500	16,747,500
General Insurance	2,330,900	2,447,900	2,447,900	2,492,100
Special Agr. and Programs	1,394,369	1,556,900	1,278,973	1,398,300
Contingencies	-	1,980,000	-	1,980,000
Total Expenses	\$83,798,663	\$96,964,200	\$90,877,648	\$100,201,502

Budget Summary

Revenue & Expenditure Summary

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

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>REVENUES</u>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$96,552,254
Other Operating Revenues	6,732,129	8,019,100	7,961,812	8,494,100
Subtotal	\$103,804,708	\$104,820,500	\$102,866,321	\$105,046,354
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contr. From (to) Working Fund	-	1,400,000	-	1,400,000
Total Revenue	\$106,087,300	\$108,551,700	\$104,753,102	\$108,847,473

EXPENDITURES

District Board	\$170,024	\$211,900	\$211,900	\$268,000
Executive Office	1,286,608	1,521,600	1,305,758	1,567,167
Legal	677,796	774,700	658,332	752,570
Finance	3,318,520	3,677,000	3,663,609	3,579,365
Information Technology	5,147,150	5,603,600	6,742,311	5,946,280
Engineering and Planning	520,271	568,800	462,511	557,532
Water Treatment & Supply	7,595,321	8,087,800	7,476,161	8,101,154
Laboratory Services	795,549	813,200	813,200	821,354
Maintenance	5,206,079	6,210,400	6,044,591	6,367,381
Operating Office	352,640	375,100	375,100	390,354
Environment, Health & Safety	398,095	488,500	488,500	500,118
Command Center	2,618,135	2,936,300	2,758,408	2,917,195
Operations	7,349,134	9,206,300	9,147,755	9,805,634
Patrol	1,066,610	1,519,200	1,187,931	1,470,957
Debt Service	33,296,341	35,114,000	32,343,806	33,899,300
Employee Benefits	17,068,829	19,622,200	19,622,200	20,469,174
General Insurance	3,496,325	3,671,800	3,671,800	3,738,138
Taxes and Fees	3,595,994	3,810,500	3,657,198	3,810,500
Special Agr. and Programs	1,634,354	4,338,800	2,426,055	3,885,300
Total Expenses	\$95,593,775	\$108,551,700	\$103,057,126	\$108,847,473

Budget Summary

Revenues: Changes by Source

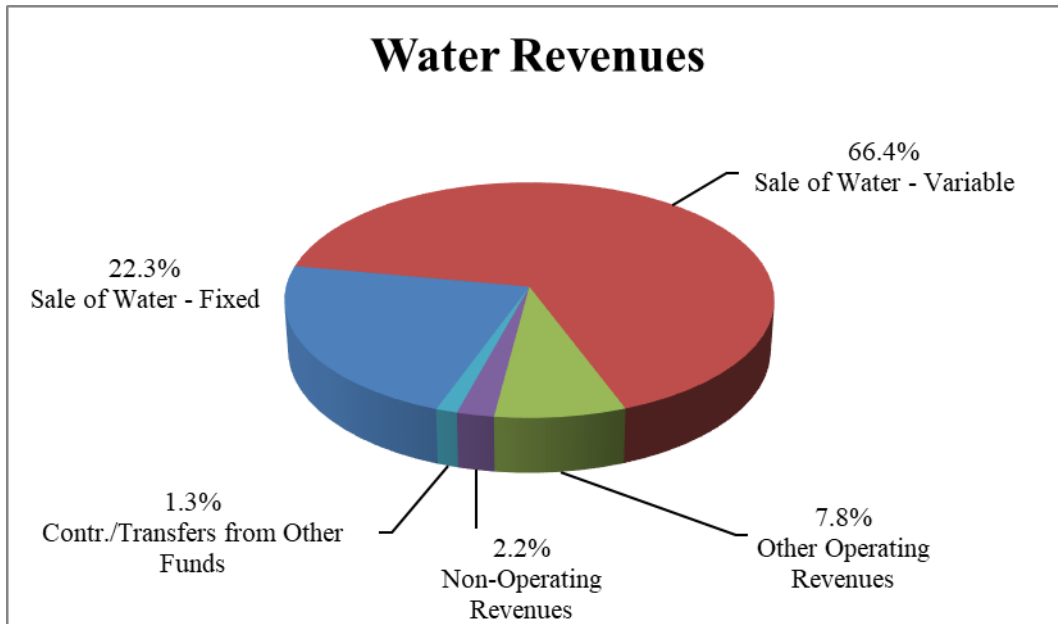
Proposed water and sewer revenues for 2022 total \$209,048,975, an increase of \$3,533,075 or 1.7% from the adopted 2021 level. The sewer revenues have increased by \$3,237,302, and the water revenues increased by \$295,773.

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$96,552,254
Other Operating Revenues	6,732,129	8,019,100	7,961,812	8,494,100
Total Operating Revenues	103,804,708	104,820,500	102,866,321	105,046,354
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contributions (to) from Working Funds	-	1,400,000	-	1,400,000
Total Other Revenues	2,282,592	3,731,200	1,886,781	3,801,119
Total Water Revenues	\$106,087,300	\$108,551,700	\$104,753,102	\$108,847,473
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,076,600
Revenue from Other Govt. Agencies	10,784,429	11,466,400	11,209,297	10,931,000
Other Sewer Revenues	18,317,780	16,848,200	16,875,684	18,212,000
Sewer User Charge Revenues	11,274,896	13,373,900	11,148,005	13,301,902
Total Operating Revenues	91,852,805	93,164,200	90,708,686	95,521,502
DEEP Contingency	-	-	-	1,980,000
Designated from Surplus	-	3,800,000	168,961	2,700,000
Total Other Revenues	-	3,800,000	168,961	4,680,000
Total Sewer Revenues	\$91,852,805	\$96,964,200	\$90,877,647	\$100,201,502
Total Water and Sewer Revenues	\$197,940,105	\$205,515,900	\$195,630,749	\$209,048,975

Budget Summary

Revenues: Changes by Source

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



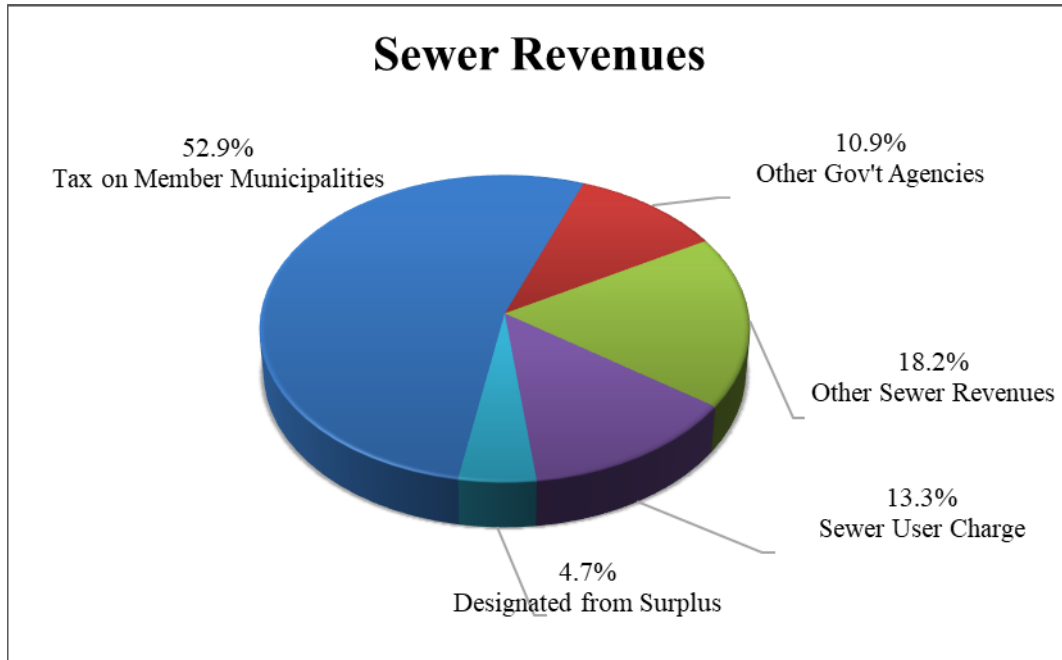
Water: \$295,773

- **Sale of Water:** An overall decrease of \$249,146 is primarily driven by a change in the distribution of meter sizes in customer service charge, offset by the change in estimated CCF usage in each billing category.
- **Other Operating Revenues:** The increase of \$475,000 is due to increased Hydrant Maintenance, Fire Protection Services, and Water Billing Penalties.
- **Non-Operating Revenues:** A net increase of \$69,919 results from the realignment and reduction of various revenue sources, Recreational Sales and Forestry Sales, DPH Fee (primacy fee), Main Pipe Assessments, Contributed Capital; offset by an increase in Department of Transportation.
- **Contributions (to) from Working Funds:** A contribution of \$1,400,000 is unchanged from the prior year.

Budget Summary

Revenues: Changes by Source

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



Sewer: \$3,237,302

- **Tax on Member Municipalities:** Assumes a \$1,600,900 or 3.1% increase to the tax levy on the District's member municipalities. Each member municipality pays a proportionate share of the tax based on the total revenue from property taxation, as averaged over the prior three years.
- **Other Government Agencies:** Revenues will decrease slightly, a net \$535,400 or 4.7%, resulting from the reduced activity for Sludge Services.
- **Other Sewer Revenues:** An overall increase of \$1,363,800 is primarily driven by an increase in the Sewer Customer Service Charge, offset by a \$1M decrease in the PM Unit Overhead.
- **Sewer User Charges:** The sewer user rate will increase from \$5.31 per CCF to \$5.90 per CCF.
- **Designated from Surplus:** An increase of \$880,000, is anticipated for 2022.

Budget Summary

Revenues: Changes by Source

Tax History by Town	2018	2019	2020	2021	2022
Hartford	\$11,550,400	\$12,372,000	\$13,035,400	\$13,169,100	\$14,067,500
East Hartford	\$5,486,600	\$5,775,200	\$6,089,300	\$6,015,200	\$6,264,400
Newington	\$4,120,900	\$4,318,900	\$4,623,100	\$4,681,000	\$4,799,100
Wethersfield	\$3,707,800	\$3,979,400	\$4,240,800	\$4,214,100	\$4,252,500
Windsor	\$4,001,500	\$4,274,900	\$4,611,600	\$4,551,500	\$4,698,600
Bloomfield	\$3,256,200	\$3,488,600	\$3,879,300	\$3,808,100	\$3,868,400
Rocky Hill	\$2,712,500	\$2,909,600	\$3,144,100	\$3,171,200	\$3,206,800
West Hartford	\$10,168,100	\$11,034,500	\$11,852,100	\$11,865,500	\$11,919,300
Total	\$45,004,000	\$48,153,100	\$51,475,700	\$51,475,700	\$53,076,600

Tax % (3yr avg.)	2018	2019	2020	2021	2022
Hartford	25.67%	25.69%	25.32%	25.58%	26.50%
East Hartford	12.19%	11.99%	11.83%	11.69%	11.80%
Newington	9.16%	8.97%	8.98%	9.09%	9.04%
Wethersfield	8.24%	8.26%	8.24%	8.19%	8.01%
Windsor	8.89%	8.88%	8.96%	8.84%	8.85%
Bloomfield	7.24%	7.24%	7.54%	7.40%	7.29%
Rocky Hill	6.03%	6.04%	6.11%	6.16%	6.04%
West Hartford	22.58%	22.93%	23.02%	23.05%	22.47%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/19/2022	4/20/2022	7/20/2022	10/19/2022	Total
Hartford	\$3,292,275	\$3,292,275	\$3,741,475	\$3,741,475	\$14,067,500
East Hartford	1,503,800	1,503,800	1,628,400	1,628,400	6,264,400
Newington	1,170,250	1,170,250	1,229,300	1,229,300	4,799,100
Wethersfield	1,053,525	1,053,525	1,072,725	1,072,725	4,252,500
Windsor	1,137,875	1,137,875	1,211,425	1,211,425	4,698,600
Bloomfield	952,025	952,025	982,175	982,175	3,868,400
Rocky Hill	792,800	792,800	810,600	810,600	3,206,800
West Hartford	2,966,375	2,966,375	2,993,275	2,993,275	11,919,300
Total	\$12,868,925	\$12,868,925	\$13,669,375	\$13,669,375	\$53,076,600

Budget Summary

Expenditures: Changes by Department

The District's proposed expenditure budget for 2022 totals \$209,048,975; a \$3,533,075 or 1.7% increase from the appropriation level adopted in support of 2021 operations and programs. The following table summarizes the changes by department.

	2020 Actuals	2021 Adopted	2022 Proposed	Change
District Board	333,424	415,500	525,500	110,000
Executive Office	2,522,808	2,983,600	3,073,067	89,467
Legal	1,329,096	1,519,100	1,475,670	(43,430)
Finance	6,507,020	7,209,700	7,018,565	(191,135)
Information Technology	7,682,250	8,363,600	8,874,980	511,380
Engineering and Planning	1,020,071	1,115,300	1,093,132	(22,168)
Water Treatment & Supply	7,595,321	8,087,800	8,101,154	13,354
Water Pollution Control	15,538,428	17,456,700	20,573,002	3,116,302
Laboratory Services	1,530,049	1,563,900	1,579,554	15,654
Maintenance	10,207,879	12,177,200	12,485,281	308,081
Operating Office	691,540	735,400	765,354	29,954
Environment, Health & Safety	780,595	957,900	980,718	22,818
Command Center	3,966,935	4,449,000	4,419,995	(29,005)
Operations	9,798,734	12,275,100	13,074,234	799,134
Patrol	1,066,610	1,519,200	1,470,957	(48,243)
Debt Service	65,335,507	71,204,300	69,016,800	(2,187,500)
Employee Benefits	31,034,229	35,676,700	37,216,674	1,539,974
General Insurance	5,827,225	6,119,700	6,230,238	110,538
Taxes and Fees	3,595,994	3,810,500	3,810,500	-
Special Agr. and Programs	3,028,723	5,895,700	5,283,600	(612,100)
Contingencies	-	1,980,000	1,980,000	-
Total Water and Sewer Budget	\$179,392,438	\$205,515,900	\$209,048,975	\$3,533,075

Budget Summary

Expenditures: Changes by Major Object

The table below shows the expenditures budget by Major Object.

Major Object	2020 Actuals	2021 Adopted	2022 Proposed	\$ Change
Payroll				
Regular Pay	\$37,399,920	\$40,247,800	\$40,104,109	(\$143,691)
Overtime Pay	3,505,605	4,111,600	4,096,000	(15,600)
Temporary Help	143,002	556,800	295,000	(261,800)
Standby & Premium Pay	387,403	315,200	335,400	20,200
Longevity Pay	62,864	70,400	62,225	(8,175)
Total Payroll	\$41,498,794	\$45,301,800	\$44,892,734	(\$409,066)
Operations				
General Operations	13,787,626	16,902,900	18,582,529	1,679,629
Legal Services	597,799	808,700	808,700	-
Collection Services	665,060	569,300	569,300	-
Fuel for Incin., Pump. and Heating	1,555,223	2,191,500	3,794,600	1,603,100
Chemicals	1,678,333	2,203,200	2,844,400	641,200
Utilities	5,715,824	6,482,200	7,896,200	1,414,000
Debt	65,008,989	70,795,600	68,608,100	(2,187,500)
Nitrogen Credits	1,015,728	1,055,000	880,200	(174,800)
Pension Regular	5,551,000	7,841,600	7,917,064	75,464
OPEB	8,652,000	8,970,800	9,266,005	295,205
Employee Benefits	16,734,430	18,695,000	19,863,605	1,168,605
Insurance	5,748,432	6,000,700	6,111,238	110,538
Taxes and Fees	3,595,994	3,810,500	3,810,500	-
Special Agrmts and Programs	2,282,870	5,326,400	4,714,300	(612,100)
Total Operations	132,589,308	151,653,400	155,666,741	4,013,341
Maintenance	5,304,336	6,580,700	6,509,500	(71,200)
Contingencies	-	1,980,000	1,980,000	-
Total	\$179,392,438	\$205,515,900	\$209,048,975	\$3,533,075

Budget Summary

Expenditures: Changes by Major Object

The following is a summary of changes in expenditures by Major Object.

Payroll: (\$409,066)

- **Regular Pay** is decreasing by \$143,691; reflects increment and cost-of-living increases, offset by a reduction in headcount and net savings from hiring new employees at lower pay.
- **Overtime** and **Standby & Premium Pay** a net increase of \$4,600 reflects cost-of-living increases.
- **Temporary Help** is decreasing by \$261,800; this reflects cost savings by using outside services as needed for recreational areas.
- **Longevity Pay** will decrease \$8,175 due to participation.

Operations: \$4,013,341

- **General Operations** expenditures are increasing by \$1,679,629, primarily driven by an increase in **Information System Professional Fees and Materials from Stock**.
- **Legal Services** expenditures are unchanged in 2022.
- **Collection Services** expenditures are unchanged in 2022
- **Fuel for Incineration, Pumping and Heating** is increasing by \$1,603,100; this reflects an increase in anticipated usage and a rise in market-dependent fuel prices.
- **Chemicals** are increasing by \$641,200 to reflect the rise in prices.
- **Utilities** increase by \$1,414,000; this reflects an increase in anticipated usage and a rise in market-driven utility prices.
- **Debt Service**, a decrease of \$2,187,500, is a result of the surplus appropriation from 2021 debt issuance of 2020 that did not occur.
- **Nitrogen Credits** are projected to decrease by \$174,800, based on prior-year weather conditions and the Department of Energy and Environmental Protection rates for the DEEP Nitrogen Credit Program, which address the levels of nitrogen discharged into Long Island Sound.
- **Pension** allotment increase of \$75,464 is based on the District's actuary information and allocated based upon payroll.
- **OPEB** is increasing by \$295,205 to offset the unfavorable OPEB Trust Fund balance and align the required annual contributions to reflect The District's OPEB Obligation.
- **Employee Benefits** are increasing by \$1,168,605. The budget reflects costs associated with rising insurance costs and establishing a new allotment to fund Retirement Payouts.

Budget Summary

Expenditures: Changes by Major Object

- **General Insurance** is higher by \$110,538 due to an increase in rates.
- **Taxes and Fees** expenditures are unchanged for 2022.
- **Special Agreements and Programs** expenditures will decrease by \$612,100, primarily driven by eliminating the **DPH Assessment Fee** and reduced **Consultant Services**.

Maintenance: (\$71,200)

- The slight decrease in **Maintenance** reflects the anticipated costs related to **Information Systems R&M** and other various **Tool & Equipment** maintenance-related expenses.

Contingency: \$0

- **Contingencies** are unchanged for 2022.

Budget Summary

Expenditures: Changes by Major Object

The following two tables show the Major Object and the Major Objects grouped into categories as a percentage of the 2022 overall proposed budget.

OBJECT CODES	AMOUNT	% OF BUDGET
Debt	\$68,608,100	32.82%
Payroll	\$44,892,734	21.47%
Employee Benefits	19,863,605	9.50%
General Operations	18,582,529	8.89%
Other Post Employee Benefits	9,266,005	4.43%
Pension Regular	7,917,064	3.79%
Utilities	7,896,200	3.78%
Maintenance	6,509,500	3.11%
Insurance	6,111,238	2.92%
Special Agrmts and Programs	4,714,300	2.26%
Taxes and Fees	3,810,500	1.82%
Fuel for Incin., Pump. and Heating	3,794,600	1.82%
Chemicals	2,844,400	1.36%
Contingency	1,980,000	0.95%
Nitrogen Credits	880,200	0.42%
Legal Services	808,700	0.39%
Collection Services	569,300	0.27%
Total Operations	\$209,048,975	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Debt	\$68,608,100	32.82%
Payroll Related	\$68,564,439	32.80%
Utilities	22,377,129	10.70%
General Operations	19,863,605	9.50%
Maintenance	7,917,064	3.79%
Insurance	6,111,238	2.92%
Chemicals	4,714,300	2.26%
Taxes & Fees	3,810,500	1.82%
Contingency	2,844,400	1.36%
Nitrogen Credits	1,980,000	0.95%
Legal	1,378,000	0.66%
Special Agrmts & Prgms	880,200	0.42%
	\$209,048,975	100.00%

Budget Summary

Expenditures: Statistical Analysis

The following table shows the significant changes from the 2021 Adopted Budget and the 2022 Proposed Budget.

Expenditure Classification	2021 Adopted	2022 Proposed	Change	Percent Change
Int & Note Issue Expense	1,760,800	359,600	(1,401,200)	-79.58%
Consultant Services	1,691,600	1,188,000	(503,600)	-29.77%
Temporary Pay	556,800	295,000	(261,800)	-47.02%
Public Liability	341,400	132,814	(208,586)	-61.10%
State of CT/DPH	191,000	-	(191,000)	-100.00%
Traffic Control/Flagging Services	206,000	60,000	(146,000)	-70.87%
Disposal/Removal Fees	360,600	234,800	(125,800)	-34.89%
Workers Compensation Excess Coverage	240,000	119,931	(120,069)	-50.03%
Employee Practices Liability	95,000	-	(95,000)	-100.00%
Fiduciary Liability	106,200	18,069	(88,131)	-82.99%
Other Maintenance	60,000	-	(60,000)	-100.00%
Water Treatment Chemicals	195,600	138,300	(57,300)	-29.29%
Unemployment Compensation	59,600	25,000	(34,600)	-58.05%
Diversity Programs	40,000	20,000	(20,000)	-50.00%
Public Information	30,500	15,500	(15,000)	-49.18%
Other Supplies	15,000	-	(15,000)	-100.00%
Equipment Leases	100,000	122,000	22,000	22.00%
Lobbyist-(Fed/State)	112,500	150,000	37,500	33.33%
Power Operated Equipment	220,000	264,000	44,000	20.00%
Sodium Hypochlorite	204,000	251,000	47,000	23.04%
Permits	125,000	173,900	48,900	39.12%
Auto Liability	66,000	117,361	51,361	77.82%
Laboratory Supplies	183,300	240,000	56,700	30.93%
Sewer Maintenance	45,000	110,000	65,000	144.44%
Aluminum Sulfate	90,600	163,100	72,500	80.02%
Transportation Equipment	421,000	505,200	84,200	20.00%
Dues & Memberships	248,400	364,500	116,100	46.74%
Riparian	60,000	250,000	190,000	316.67%
General Insurance	2,800	237,060	234,260	8366.43%
Information System Professional Fees	1,915,500	2,410,000	494,500	25.82%
Polymers	700,000	1,200,000	500,000	71.43%
Rock Sand & Dirt	2,000	1,218,569	1,216,569	60828.45%
Electricity	6,482,200	7,896,200	1,414,000	21.81%
Fuel	1,375,700	2,954,700	1,579,000	114.78%

Basis of Budgetary Accounting

- The 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 received. Revenue from taxes on member towns is considered “measurable” in the year in which the taxes are levied and are 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.

Budget Expenditures

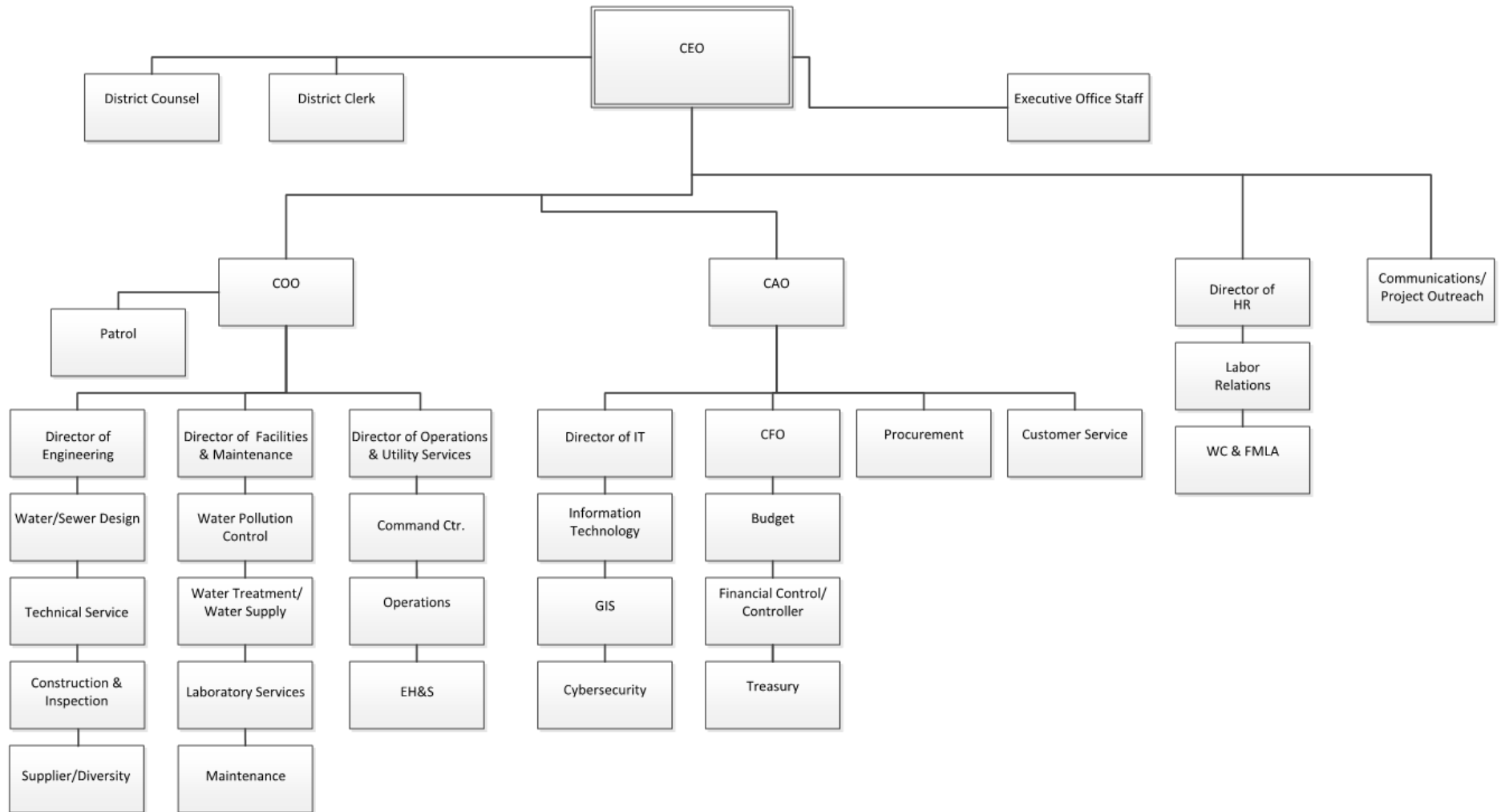
Budget Appropriations	Sewer	Water	Total
District Board	\$ 257,500	\$ 268,000	\$ 525,500
Executive Office	1,505,900	1,567,167	3,073,067
Legal	723,100	752,570	1,475,670
Finance	3,439,200	3,579,365	7,018,565
Information Technology	2,928,700	5,946,280	8,874,980
Engineering and Planning	535,600	557,532	1,093,132
Water Treatment & Supply	-	8,101,154	8,101,154
Water Pollution Control	20,573,002	-	20,573,002
Laboratory Services	758,200	821,354	1,579,554
Maintenance	6,117,900	6,367,381	12,485,281
Chief Operating Office	375,000	390,354	765,354
Environment, Health and Safety	480,600	500,118	980,718
Command Center	1,502,800	2,917,195	4,419,995
Operations	3,268,600	9,805,634	13,074,234
Patrol	-	1,470,957	1,470,957
Debt Service	35,117,500	33,899,300	69,016,800
Employee Benefits	16,747,500	20,469,174	37,216,674
General Insurance	2,492,100	3,738,138	6,230,238
Taxes and Fees	-	3,810,500	3,810,500
Special Agreements and Programs	1,398,300	3,885,300	5,283,600
Contingencies	1,980,000	-	1,980,000
Total Water and Sewer Budget	\$ 100,201,502	\$ 108,847,473	\$ 209,048,975
Hydroelectric			\$ 403,700

Budget Revenues

Revenue	Total
Water Revenues	
Operating Revenues	
Sale of Water	\$ 96,552,254
Other Operating Revenues	8,494,100
Subtotal Operating Revenues	<u>105,046,354</u>
Non-Operating Revenues	2,401,119
Other Financing Sources	
Contributions from (to Other Funds)	1,400,000
Total Source of Revenues – Water Operations	<u>\$ 108,847,473</u>
Sewer Revenues	
Operating Revenues	
Tax on Member Municipalities	\$ 53,076,600
Revenue from Other Government Agencies	10,931,000
Other Sewer Revenues	18,212,000
Sewer User Charge Revenues	13,301,902
Subtotal Operating Revenues	<u>\$ 95,521,502</u>
Other Financing Sources	
DEEP Contingency	1,980,000
Designated from Surplus	2,700,000
Subtotal Other Financing Sources	<u>\$ 4,680,000</u>
Total Source of Revenues – Sewer Operations	<u>\$ 100,201,502</u>
Total Source of Revenues – Water and Sewer Operations	\$ 209,048,975
Hydroelectric Revenues	\$ 403,700

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The Metropolitan District



The Metropolitan District

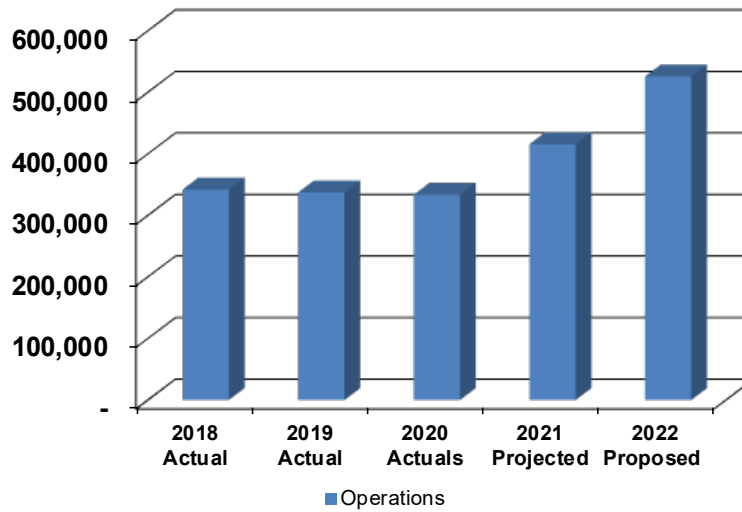
Description

- The Metropolitan District (MDC), Hartford County, Connecticut is a non-profit municipal corporation established in 1929 by Special Act 511 of the Connecticut General Assembly. Member municipalities incorporated in the District are: The City of Hartford and the Towns of East Hartford, West Hartford, Wethersfield, Rocky Hill, Newington, Bloomfield and Windsor. The total population served by the District is approximately 362,767.
- 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; Communications; Legal; Human Resources; Information Technology; Finance; Procurement; Customer Service; 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 2021, there were approximately 425 active full-time employees at The Metropolitan District.

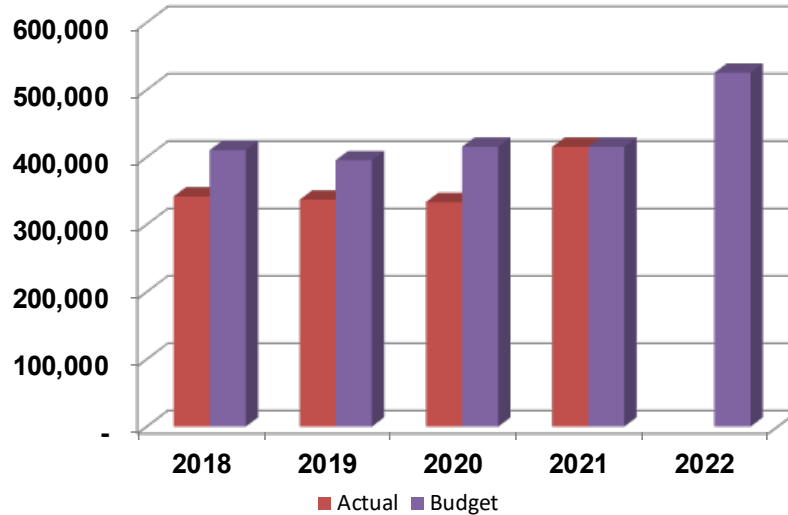
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District Board

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	-	-	-	-	-
Operations	341,804	337,038	333,424	415,500	525,500
Maintenance	-	-	-	-	-
Total	341,804	337,038	333,424	415,500	525,500



	2018	2019	2020	2021	2022
Actual	341,804	337,038	333,424	415,500	
Budget	410,500	395,500	415,500	415,500	525,500
Variance	(68,696)	(58,462)	(82,076)	-	

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 provide for the transmission, sale, and distribution of the electricity produced by District hydroelectric facility.

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 proposed budget for the coming year is \$525,500, increasing by \$110,000 or 26.5%.

Operations: \$110,000

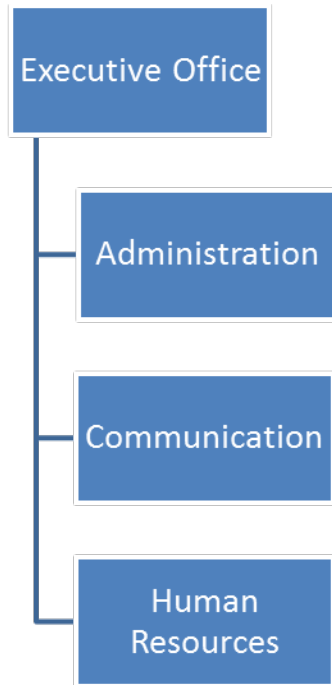
- *Dues & Memberships* allotment is being transferred here from Special Agreements & Programs (7400010010). This is for the District's membership in MetroHartford Alliance.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Operations</i>					
513010	Office Supplies	1,691	5,000	5,000	5,000
511120	Meeting Expenses	23,736	35,000	35,000	35,000
511110	Business Travel	-	500	500	500
511220	Dues & Memberships	-	-	-	110,000
512080	Outside Services	160,197	195,000	195,000	210,000
512010	Auditing/Finance Services	147,800	180,000	180,000	165,000
<i>Total Expenditure Classification</i>		333,424	415,500	415,500	525,500
<i>Funding Allocation</i>					
Sewer Allocation 49%		163,400	203,600	203,600	257,500
Water Allocation 51%		170,024	211,900	211,900	268,000
<i>Total Funding Allocation</i>		333,424	415,500	415,500	525,500

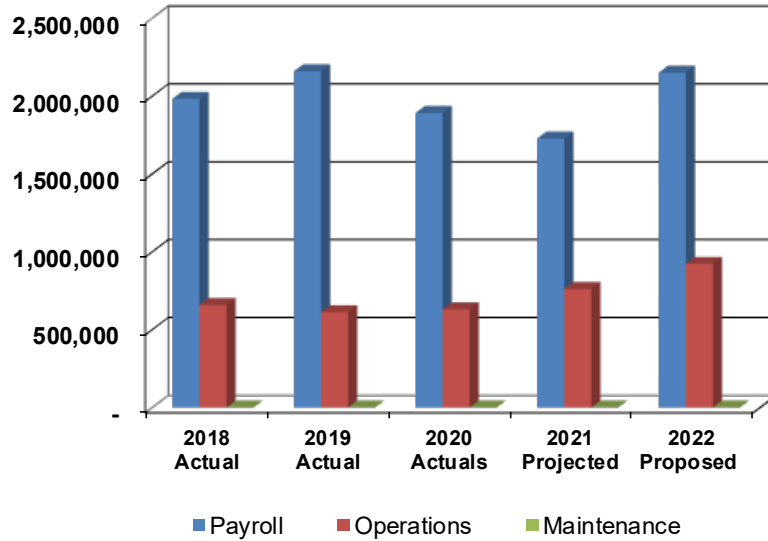
Chief Executive Office

Administration
Communications
Human Resources

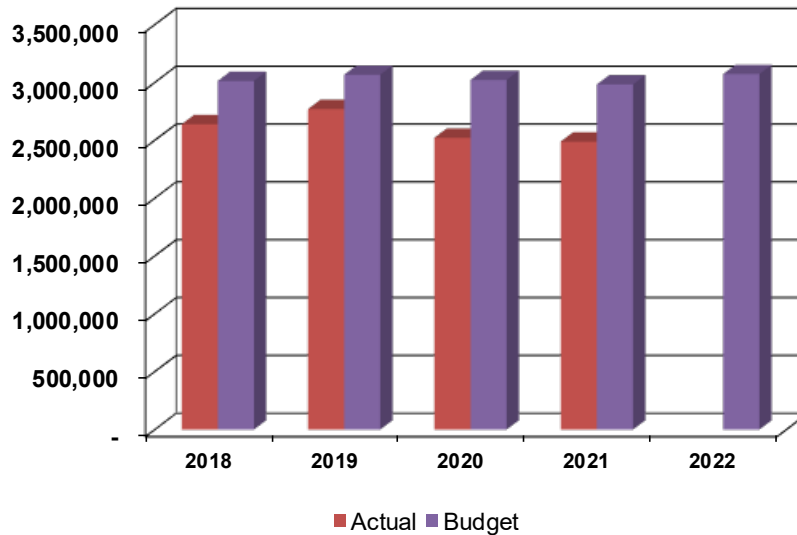


Chief Executive Office

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	1,981,827	2,159,666	1,892,262	1,727,473	2,150,567
Operations	658,065	611,611	630,546	761,775	922,500
Maintenance	-	-	-	-	-
Total	2,639,892	2,771,277	2,522,808	2,489,248	3,073,067



	2018	2019	2020	2021	2022
Actual	2,639,892	2,771,277	2,522,808	2,489,248	
Budget	3,013,850	3,067,600	3,022,600	2,983,600	3,073,067
Variance	(373,958)	(296,323)	(499,792)	(494,352)	

Chief Executive Office

Summary

Description

The Chief Executive Office is responsible for overseeing the Administration, Communications, and Human Resources departments.

Budget Commentary

The overall proposed Chief Executive Office budget totals \$3,073,067, increasing by \$89,467 or 3.0% above the operating expenditure level adopted for the 2021 year. The three activity budgets that comprise the Chief Executive Office — Administration, Communications, and Human Resources — are on subsequent pages.

Chief Executive Office

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	819,074	933,200	933,786	949,120
Communications	441,999	608,700	511,159	615,021
Human Resources	1,261,735	1,441,700	1,044,303	1,508,926
Total Summary by Activity	2,522,808	2,983,600	2,489,248	3,073,067
<i>Summary by Major Accounts</i>				
Payroll				
Regular Pay	1,846,845	1,795,500	1,708,723	1,882,942
Overtime 100%	678	800	259	2,300
Overtime 150%	2,946	4,000	-	2,500
Overtime 200%	-	-	-	-
Temporary Help	38,718	260,000	14,166	260,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,075	3,800	4,325	2,825
Total Payroll	1,892,262	2,064,100	1,727,473	2,150,567
Operations	630,546	919,500	761,775	922,500
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Accounts	2,522,808	2,983,600	2,489,248	3,073,067
<i>Funding Allocation</i>				
Sewer Allocation 49%	1,236,200	1,462,000	1,183,490	1,505,900
Water Allocation 51%	1,286,608	1,521,600	1,305,758	1,567,167
Total Funding Allocation	2,522,808	2,983,600	2,489,248	3,073,067
<i>Authorized Positions</i>				
Administration	4	4	4	4
Communications	2	2	2	2
Human Resources	7	7	7	7
Total Authorized Positions	13	13	13	13

Administration**Description**

The Chief Executive Officer is appointed by the District Board and is responsible for implementing the board's policies and 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 proposed Chief Executive Office - Administration budget for the coming year is \$949,120, increasing by \$15,920 or 1.7% above the level adopted for 2021.

Payroll: \$15,920

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

Operations: \$0

- Expenditures are unchanged for 2022.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	674,064	690,200	684,427	706,220
501030	Overtime 100%	140	-	259	500
501040	Overtime 150%	-	1,000	-	500
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,300	1,500	1,400	1,400
	Total Payroll	675,504	692,700	686,086	708,620
<i>Operations</i>					
511110	Business Travel	1,452	3,500	-	3,500
511120	Meeting Expenses	5,949	12,000	12,000	12,000
511210	Books & Periodicals	790	700	700	700
511220	Dues & Memberships	65,545	80,000	80,000	80,000
511250	Other Additional Taxable Compensation	650	-	-	-
512080	Outside Services	2,478	39,300	50,000	39,300
512110	Legal Advertising	12,000	12,000	12,000	12,000
512340	Liens & Caveats Certification	45,277	86,000	86,000	86,000
513010	Office Supplies	5,794	6,000	7,000	6,000
513730	Gasoline	72	-	-	-
519070	Community Outreach - Public Information	3,563	1,000	-	1,000
	Total Operations	143,570	240,500	247,700	240,500
	Total Expenditure Classification	819,074	933,200	933,786	949,120
<i>Funding Allocation</i>					
	Sewer Allocation 49%	401,300	457,300	443,960	465,100
	Water Allocation 51%	417,774	475,900	489,826	484,020
	Total Funding Allocation	819,074	933,200	933,786	949,120
<i>Authorized Positions</i>					
	Assistant to CEO	1	1	1	1
	Chief Executive Officer	1	1	1	1
	Executive Assistant	1	1	1	1
	Senior Clerk OOC	1	1	1	1
	Total Authorized Positions	4	4	4	4

Communications**Description**

The Communication Department is responsible for the development and implementation of communication and project outreach programs, and the distribution of materials designed to improve the way project information is relayed to the public and internally throughout the District. This group is responsible for managing 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, including the District bill insert, newsletter, and TV program.

Budget Commentary

The proposed 2022 budget for the Communication Department totals \$615,021, increasing by \$6,321 or 1.0% above 2021 adopted levels.

Payroll: \$6,321

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

Operations: \$0

- There are no increases for the 2022 Operational expenditures.

Communications

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	253,086	260,800	260,678	267,196
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	350	900	825	825
	<i>Total Payroll</i>	253,436	261,700	261,503	268,021
	<i>Operations</i>				
511100	Seminars & Conventions	280	2,000	1,007	2,000
511120	Meeting Expenses	1,094	3,000	31	3,000
511210	Books & Periodicals	58,847	87,000	87,000	87,000
511240	Public Information	12,919	14,500	14,500	14,500
512070	Consultant Services	73,479	138,000	102,792	138,000
512080	Outside Services	5,547	62,000	12,000	62,000
512210	Information System Professional Fees	3,600	-	-	-
513010	Office Supplies	3,763	3,000	3,694	3,000
513070	Public Information Supplies	-	11,000	5,000	11,000
519010	Freight & Express	1,200	-	-	-
519070	Community Outreach - Public Information	21,950	21,000	18,132	21,000
519090	Advertising	5,884	5,500	5,500	5,500
	<i>Total Operations</i>	188,563	347,000	249,656	347,000
	<i>Total Expenditure Classification</i>	441,999	608,700	511,159	615,021
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	216,600	298,300	243,026	301,400
	Water Allocation 51%	225,399	310,400	268,133	313,621
	<i>Total Funding Allocation</i>	441,999	608,700	511,159	615,021
	<i>Authorized Positions</i>				
	Special Services Administrator	2	2	2	2
	<i>Total Authorized Positions</i>	2	2	2	2

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 proposed 2022 budget for the Human Resources department totals \$1,508,926, increasing by \$67,226 or 4.7% above the adopted level for 2021.

Payroll: \$64,226

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

Operations: \$3,000

- *Fees & Tuition* will increase as more employees use this benefit to attend continuing educational classes.
- *Outside Services* is increasing due to the consolidation of *Employees Services* with this allotment.
- *Diversity Programs* have been reduced as a result of historical expenditures.

Human Resources

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	919,695	844,500	763,618	909,526
501030	Overtime 100%	538	800	-	1,800
501040	Overtime 150%	2,946	3,000	-	2,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	38,718	260,000	14,166	260,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,425	1,400	2,100	600
	Total Payroll	963,322	1,109,700	779,884	1,173,926
<i>Operations</i>					
503010	Medical Services	27,398	38,000	38,000	38,000
511040	Employee Activities	16,360	38,000	33,395	38,000
511060	Employee Testing	25,823	29,000	29,000	30,000
511070	Employee Reimbursement	48	-	-	-
511100	Seminars & Conventions	-	1,600	-	1,600
511210	Books & Periodicals	316	400	-	400
511220	Dues & Memberships	1,137	1,200	1,000	1,200
511230	Fees & Tuition	43,024	50,000	50,000	60,000
512070	Consultant Services	132,496	100,000	75,724	100,000
512080	Outside Services	15,641	7,000	7,000	20,000
513010	Office Supplies	3,788	3,800	3,800	3,800
519070	Community Outreach - Public Information	25,000	25,000	25,000	25,000
519080	Diversity Programs	7,182	20,000	100	10,000
519230	Employee Services	-	13,000	-	-
519240	Grievance Expenses	200	5,000	1,400	7,000
	Total Operations	298,413	332,000	264,419	335,000
	Total Expenditure Classification	1,261,735	1,441,700	1,044,303	1,508,926
<i>Funding Allocation</i>					
	Sewer Allocation 49%	618,300	706,400	496,504	739,400
	Water Allocation 51%	643,435	735,300	547,799	769,526
	Total Funding Allocation	1,261,735	1,441,700	1,044,303	1,508,926
<i>Authorized Positions</i>					
	Administrative Assistant	1	1	1	1
	Director of Human Resources	1	1	1	1
	Durational Div Project Manager	1	1	1	1
	Human Resources Generalist	1	1	1	2
	Human Resources Manager	1	1	1	1
	Professional Level Trainee	1	1	-	-
	Professional Level Associate	-	-	1	1
	Labor Relations Manager	1	1	1	-
	Total Authorized Positions	7	7	7	7

Legal

Administration

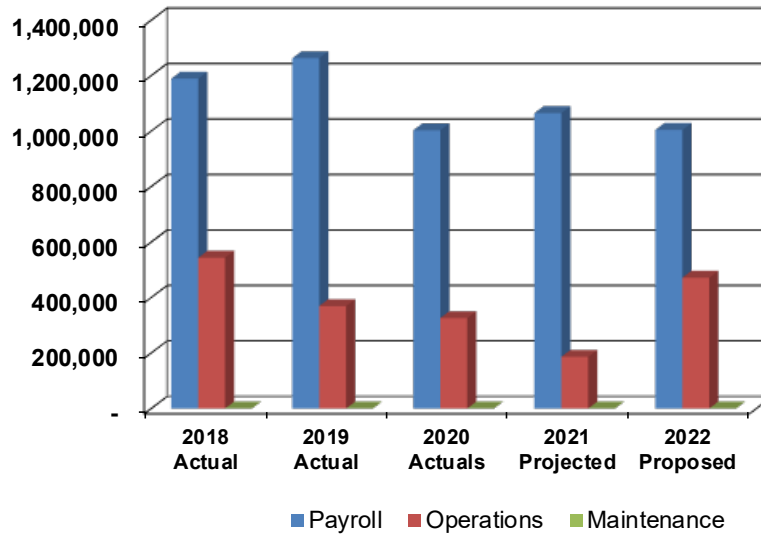
Legal



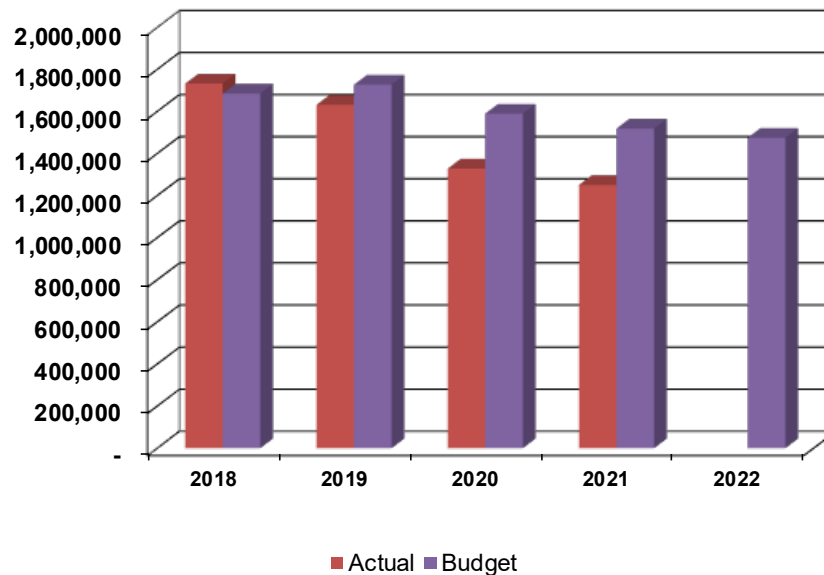
Administration

Legal

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	1,189,275	1,263,004	1,003,179	1,064,981	1,004,370
Operations	543,658	369,248	325,917	186,308	471,300
Maintenance	-	-	-	-	-
Total	1,732,933	1,632,252	1,329,096	1,251,289	1,475,670



	2018	2019	2020	2021	2022
Actual	1,732,933	1,632,252	1,329,096	1,251,289	
Budget	1,685,900	1,727,900	1,589,800	1,519,100	1,475,670
Variance	47,033	(95,648)	(260,704)	(267,811)	

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 proposed Legal Department budget for 2022 totals \$1,475,670, which is a decrease of \$43,430 or 2.9% below the expenditure level approved for 2021.

Payroll: (\$9,730)

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

Operations: (\$33,700)

- *Books & Periodicals* are increasing as a result of proper coding to this allotment.
- *Consultant Services* are decreasing based on historical expenditures.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	1,002,379	1,013,000	1,063,931	1,002,570
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	800	1,100	1,050	1,800
	Total Payroll	1,003,179	1,014,100	1,064,981	1,004,370
<i>Operations</i>					
511020	Mileage Allowance	2	500	-	500
511050	Employee Education Program	20	-	-	-
511070	Employee Reimbursement	14	-	100	-
511100	Seminars & Conventions	160	2,500	2,500	2,500
511120	Meeting Expenses	251	2,000	2,000	2,000
511210	Books & Periodicals	11,900	-	12,000	12,000
511220	Dues & Memberships	1,173	1,300	1,300	1,300
512020	Legal Services	271,281	400,000	155,408	400,000
512070	Consultant Services	37,219	95,700	10,000	50,000
512080	Outside Services	2,478	-	-	-
513010	Office Supplies	1,419	3,000	3,000	3,000
	Total Operations	325,917	505,000	186,308	471,300
	Total Expenditure Classification	1,329,096	1,519,100	1,251,289	1,475,670
<i>Funding Allocation</i>					
	Sewer Allocation 49%	651,300	744,400	592,957	723,100
	Water Allocation 51%	677,796	774,700	658,332	752,570
	Total Funding Allocation	1,329,096	1,519,100	1,251,289	1,475,670
<i>Authorized Positions</i>					
	Assistant District Counsel	5	5	5	4
	District Counsel	1	1	1	1
	Professional Level Trainee	1	1	1	1
	Total Authorized Positions	7	7	7	6

**Finance
Procurement
Customer Service**

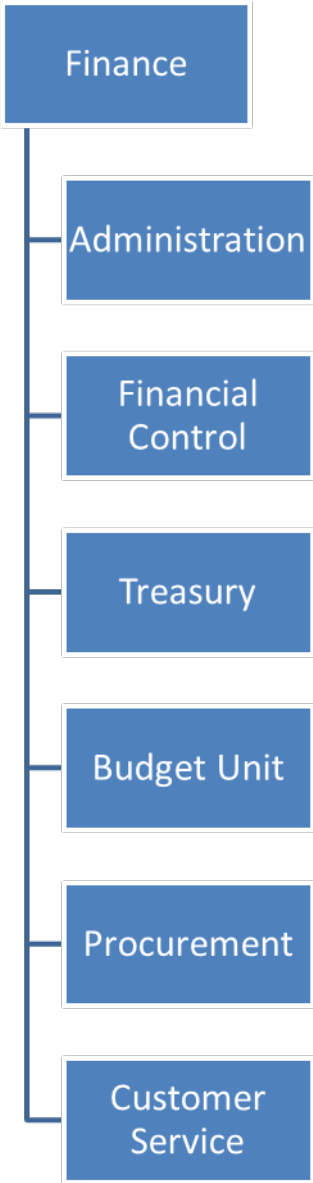
Finance

Procurement

Customer
Service

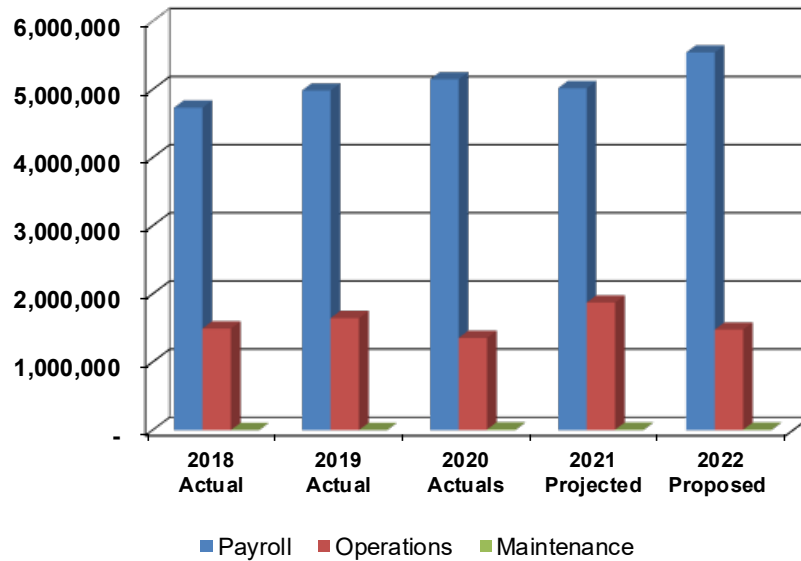
Finance

Administration
Financial Control
Treasury
Budget Unit
Procurement
Customer Service

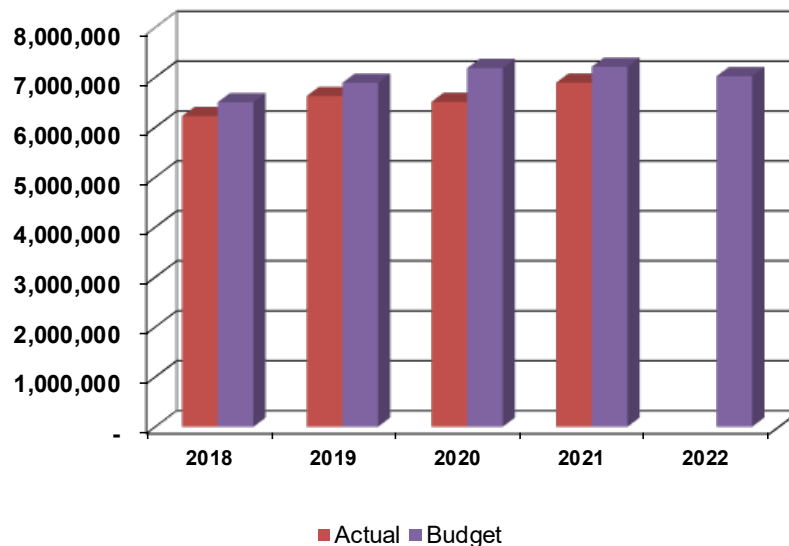


Finance

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	4,729,718	4,981,951	5,145,930	5,015,878	5,539,865
Operations	1,490,062	1,641,881	1,352,492	1,870,255	1,473,700
Maintenance	-	-	8,598	6,000	5,000
Total	6,219,780	6,623,832	6,507,020	6,892,133	7,018,565



	2018	2019	2020	2021	2022
Actual	6,219,780	6,623,832	6,507,020	6,892,133	
Budget	6,497,000	6,886,300	7,183,300	7,209,700	7,018,565
Variance	(277,220)	(262,468)	(676,280)	(317,567)	

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 proposed Finance budget for 2022 is \$7,018,565, which is a decrease of \$191,135 or 2.7% below the adopted budget level for 2021. Budget details for the activities comprising the Finance Department follow.

Finance

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Summary by Activity</u>				
Administration	952,572	1,260,100	1,223,743	994,406
Financial Control	1,202,960	1,381,100	1,328,715	1,127,108
Treasury	1,077,311	1,088,300	1,052,177	1,386,550
Budget Unit	446,515	490,400	448,377	485,547
Procurement	887,403	833,700	850,087	990,157
Customer Service	1,940,259	2,156,100	1,989,034	2,034,797
Total Summary by Activity	6,507,020	7,209,700	6,892,133	7,018,565
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	5,110,513	5,311,100	4,996,575	5,495,240
Overtime 100%	4,885	11,200	4,884	9,500
Overtime 150%	21,132	80,100	7,794	27,500
Overtime 200%	-	-	-	-
Temporary Help	-	9,400	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	9,400	8,800	6,625	7,625
Total Payroll	5,145,930	5,420,600	5,015,878	5,539,865
Operations	1,352,492	1,783,100	1,870,255	1,473,700
Maintenance	8,598	6,000	6,000	5,000
Capital	-	-	-	-
Total Summary by Major Account	6,507,020	7,209,700	6,892,133	7,018,565
<u>Funding Allocation</u>				
Sewer Allocation 49%	3,188,500	3,532,700	3,228,524	3,439,200
Water Allocation 51%	3,318,520	3,677,000	3,663,609	3,579,365
Total Funding Allocation	6,507,020	7,209,700	6,892,133	7,018,565
<u>Authorized Positions</u>				
Administration	4	4	4	4
Financial Control	12	12	13	10
Treasury	10	9	9	12
Budget Unit	4	4	4	4
Procurement	7	6	6	7
Customer Service	14	14	12	12
Total Authorized Positions	51	49	48	49

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 supporting business services, including Financial Control, Treasury, Budget, Payroll, Procurement, Customer Service, and Information Technology activities.

Financial Control, Treasury, and Budget units are managed by the Chief Financial Officer/Finance Director, who is directly responsible for ensuring the effective management of all financial activities within those units.

Budget Commentary

The 2022 proposed budget for Administration is \$994,406, a decrease of \$265,694 or 21.1% below the 2021 adopted budget.

Payroll: \$36,806

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

Operations: (\$302,500)

- *Outside Services* is decreasing based on the conclusion of a partnership with Cohn Reznick and other consultants for financial management support.
- A net reduction in various other allotments is based on historical spending.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	561,105	645,500	607,243	682,306
501030	Overtime 100%	1,399	1,500	-	1,500
501040	Overtime 150%	2,211	500	-	500
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	564,715	647,500	607,243	684,306
<i>Operations</i>					
511020	Mileage Allowance	-	100	-	100
511100	Seminars & Conventions	310	7,500	7,500	6,000
511120	Meeting Expenses	214	3,000	3,000	1,500
511220	Dues & Memberships	644	1,000	5,000	1,500
512070	Consultant Services	11,600	-	-	-
512080	Outside Services	373,541	600,000	600,000	300,000
512220	Engineering Professional Fees	293	-	-	-
513010	Office Supplies	1,255	1,000	1,000	1,000
	Total Operations	387,857	612,600	616,500	310,100
	Total Expenditure Classification	952,572	1,260,100	1,223,743	994,406
<i>Funding Allocation</i>					
	Sewer Allocation 49%	466,800	617,400	573,246	487,300
	Water Allocation 51%	485,772	642,700	650,497	507,106
	Total Funding Allocation	952,572	1,260,100	1,223,743	994,406
<i>Authorized Positions</i>					
	Chief Administrative Officer	1	1	1	1
	Chief Financial Officer/ Director of Finance	1	1	1	1
	Professional Associate	1	1	1	1
	Senior Administrative Analyst	1	1	1	1
	Total Authorized Positions	4	4	4	4

Financial Control**Description**

The Finance Department's Financial Control Unit is led by the Controller, who is responsible for managing all accounting activities to ensure proper internal controls. Activities include accounts payable; fixed asset records; general ledger accounting; cost accounting; payroll accounting; grant accounting; internal and external reporting; and other financial management analyses supporting all District operations and capital improvements.

Budget Commentary

The Financial Control proposed budget for 2022 totals \$1,127,108, a decrease of \$253,992 or 18.4% below the adopted level for 2021.

Payroll: (\$252,492)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by transferring three positions to Treasury – 1510010030.

Operations: (\$1,500)

- Expenditures in *Printing* and *Office Supplies* are decreasing based on projected spending.
- A realignment of *Employee Education Program* and *Seminars & Conventions* funding reflects anticipated spending.

Financial Control

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,112,980	1,225,600	1,199,804	993,683
501030	Overtime 100%	3,026	7,000	4,884	7,000
501040	Overtime 150%	5,911	28,000	3,577	8,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,950	2,000	1,950	1,425
	Total Payroll	1,123,867	1,262,600	1,210,215	1,010,108
	<u>Operations</u>				
511050	Employee Education Program	5,527	11,000	11,000	6,000
511100	Seminars & Conventions	-	-	-	5,000
511220	Dues & Memberships	1,180	2,000	2,000	2,000
512080	Outside Services	63,597	100,000	100,000	100,000
513010	Office Supplies	8,789	5,000	5,500	4,000
519100	Printing	-	500	-	-
	Total Operations	79,093	118,500	118,500	117,000
	Total Expenditure Classification	1,202,960	1,381,100	1,328,715	1,127,108
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	589,500	676,700	622,418	552,300
	Water Allocation 51%	613,460	704,400	706,297	574,808
	Total Funding Allocation	1,202,960	1,381,100	1,328,715	1,127,108

Authorized Positions

Accountant 2	1	1	1	1
Accounting Administrator	3	3	3	2
Accounting Assistant	-	-	2	2
Accounts Payable Supervisor	1	1	1	1
Cost Analyst	1	1	1	-
Controller	-	-	1	1
Billing Analyst	1	1	1	-
Manager of Financial Control	1	1	-	-
Principal Account Clerk	3	3	2	2
Professional Level Associate	1	1	-	-
Sr Administrative Analyst	-	-	1	1
Total Authorized Positions	12	12	13	10

Treasury**Description**

The Finance Department's Treasury unit is led by the Manager of Treasury, who is responsible for managing and administering all revenue and debt management activities to ensure proper customer billing, receivables collection, cash management, claims management, revenue forecasting, debt financing, and regulatory compliance.

Budget Commentary

The proposed 2022 Treasury budget is \$1,386,550, increasing by \$298,250 or 27.4% above the 2021 adopted budget.

Payroll: \$338,250

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and transferring three positions from Financial Control – 1510010020.

Operations: (\$40,000)

- *Outside Services* have decreased to reflect the reduction in SAP Support.
- A realignment of *Employee Education Program, Dues & Memberships, and Seminars & Conventions* funding reflects anticipated spending.

Treasury

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,064,931	991,800	973,727	1,352,575
501030	Overtime 100%	-	-	-	1,000
501040	Overtime 150%	685	26,600	-	4,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	2,000	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,500	1,400	950	2,475
	Total Payroll	1,067,116	1,021,800	974,677	1,360,050
	<u>Operations</u>				
511050	Employee Education Program	-	5,000	5,000	6,000
511100	Seminars & Conventions	50	2,000	3,000	-
511220	Dues & Memberships	495	-	-	1,000
512080	Outside Services	7,051	50,000	60,000	10,000
513010	Office Supplies	2,599	4,500	4,500	4,500
519100	Printing	-	5,000	5,000	5,000
	Total Operations	10,195	66,500	77,500	26,500
	Total Expenditure Classification	1,077,311	1,088,300	1,052,177	1,386,550
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	527,900	533,300	492,878	679,400
	Water Allocation 51%	549,411	555,000	559,299	707,150
	Total Funding Allocation	1,077,311	1,088,300	1,052,177	1,386,550

Authorized Positions

Accounting Assistant	1	1	2	2
Accounting Assistant 1	1	-	-	-
Administrative Analyst	1	1	1	1
Accounting Administrator	-	-	-	1
Billing Analyst	-	-	-	1
Cash Management Analyst	1	1	1	1
Cost Analyst	-	-	-	1
Financial Analyst	2	2	2	2
Manager of Treasury	1	1	1	1
Principal Account Clerk	2	2	1	1
Treasury Receivables Administrator	1	1	1	1
Total Authorized Positions	10	9	9	12

Budget Unit**Description**

The Finance Department's Budget Unit is led by the Manager of Budget, who is responsible for managing all aspects of the budgeting process to ensure proper development and execution of the annual Operating and Capital Improvement Budgets. Activities include annual budget process development, budget reporting, development, analysis, and monitoring of multiple budget programs; fixed asset analyses; review and maintenance of project appropriations; tracking and forecasting expenditures; and all budget related management analyses.

Budget Commentary

The Budget Unit's proposed budget for 2022 totals \$485,547, a decrease of \$4,853 or 1.0% below the 2021 adopted level.

Payroll: (\$53)

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

Operations: (\$4,800)

- *Printing* expenditures decrease as the department distributes more electronic versions of the budget book, offset by an alignment in *Office Supplies* and *Dues & Membership* with historical spending.

Budget Unit

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>Payroll</u>				
501010	Regular Pay	432,734	473,800	430,422	474,047
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	125	300	-	-
	Total Payroll	432,859	474,100	430,422	474,047
	<u>Operations</u>				
511050	Employee Education Program	317	500	600	500
511100	Seminars & Conventions	1,905	2,500	2,500	2,500
511220	Dues & Memberships	150	300	500	500
512080	Outside Services	2,478	-	-	-
513010	Office Supplies	713	1,000	2,355	3,000
519100	Printing	8,093	12,000	12,000	5,000
	Total Operations	13,656	16,300	17,955	11,500
	Total Expenditure Classification	446,515	490,400	448,377	485,547
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	218,800	240,300	210,036	237,900
	Water Allocation 51%	227,715	250,100	238,341	247,647
	Total Funding Allocation	446,515	490,400	448,377	485,547
	<u>Authorized Positions</u>				
	Financial Analyst	2	2	2	2
	Manager of Budgeting & Analysis	1	1	1	1
	Senior Financial Analyst	1	1	1	1
	Total Authorized Positions	4	4	4	4

Procurement**Description**

The Procurement unit is led by the Manager of Procurement, who is responsible for managing all Procurement-related activities to ensure goods and services are procured in compliance with our Charter and Ordinances, as well as any applicable Local, State and Federal regulations. Activities include: Sourcing goods and services for all operating and capital improvement requirements across the organization; implementing and managing the "Procure-to-Pay" process for construction and related capital improvement projects; administering a company-wide purchase card program; issuing all contracts and confirming purchase orders; maintaining the vendor database; and guiding internal and external stakeholders on the "Procure to Pay" process.

Budget Commentary

The proposed 2021 Procurement budget is \$990,157, an increase of \$156,457 or 18.8% above the 2021 adopted level.

Payroll: \$151,157

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and funding the Manger of Procurement position, offset by a reduction in *temporary help*.

Operations: \$5,300

- Various allotments are decreasing, *Seminars & Conventions*, *Meeting Expenses* and *Legal Advertising*, offset by an increase in *Outside Services*, align with anticipated spend for the coming year.

Procurement

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>Payroll</u>				
501010	Regular Pay	833,447	758,200	757,787	917,557
501030	Overtime 100%	460	2,700	-	-
501040	Overtime 150%	41	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	5,400	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,500	800	700	700
	Total Payroll	835,448	767,100	758,487	918,257
	<u>Operations</u>				
511100	Seminars & Conventions	8	2,500	2,500	2,000
511120	Meeting Expenses	80	500	500	300
511210	Books & Periodicals	-	100	100	100
512080	Outside Services	47,056	50,000	75,000	60,000
512110	Legal Advertising	2,776	10,000	10,000	6,000
513010	Office Supplies	2,035	3,500	3,500	3,500
	Total Operations	51,955	66,600	91,600	71,900
	Total Expenditure Classification	887,403	833,700	850,087	990,157
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	434,800	408,500	398,211	485,200
	Water Allocation 51%	452,603	425,200	451,876	504,957
	Total Funding Allocation	887,403	833,700	850,087	990,157
	<u>Authorized Positions</u>				
	Compliance Analyst	1	1	1	1
	Contract Specialist	3	3	3	3
	Manager of Procurement	-	-	-	1
	Procurement Specialist	1	1	1	1
	Strategic Sourcing Specialist	1	1	1	1
	Senior Buyer	1	-	-	-
	Total Authorized Positions	7	6	6	7

Customer Service**Description**

Finance's Customer Service Unit is led by the Manager of Customer Service, who is responsible for all aspects of customer service, including the customer call center and the administration of water services customer billing. Activities include: direct interaction with customers via phone and email; establishment of customer payment plans; management of all customer account data, scheduling of utility services appointments, and review and issuance of monthly customer water billing.

Budget Commentary

The Customer Service proposed budget for 2022 totals \$2,034,797 reflecting a decrease of \$121,303 or 5.6% below the 2021 adopted level.

Payroll: (\$154,403)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by a headcount and overtime reduction.

Operations: \$34,100

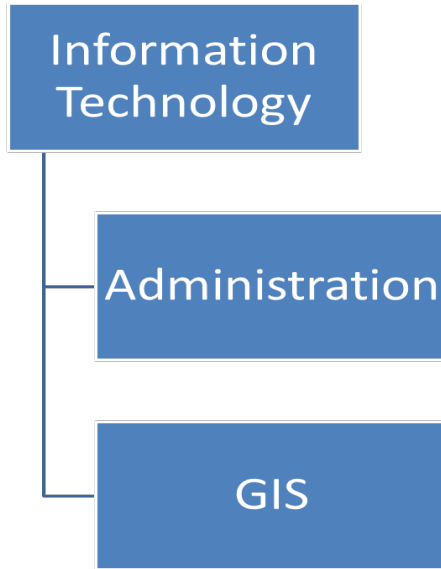
- Various allotments are decreasing due to the non-renewal of contracts for high-speed printers and mailing equipment as more customers elect electronic billing correspondence; offset by an increase in *Outside Services* and *Equipment Leases* based on current monthly billing expenditures.

Customer Service

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,105,316	1,216,200	1,027,592	1,075,072
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	12,284	25,000	4,217	15,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	2,000	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	4,325	4,300	3,025	3,025
	Total Payroll	1,121,925	1,247,500	1,034,834	1,093,097
	<u>Operations</u>				
511010	Clothing Allowance	750	-	400	400
511120	Meeting Expenses	154	600	600	300
512080	Outside Services	704,946	825,000	850,000	850,000
513010	Office Supplies	5,319	7,500	7,500	5,000
519020	Postage	35,100	40,000	40,000	40,000
519030	Envelopes	-	10,000	10,000	6,000
519100	Printing	-	2,500	2,700	-
523130	Photocopier Rental	15,897	13,000	13,000	13,000
523140	Other Equipment Rental	47,570	4,000	4,000	-
523160	Equipment Leases	-	-	20,000	22,000
	Total Operations	809,736	902,600	948,200	936,700
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	8,598	6,000	6,000	5,000
	Total Maintenance	8,598	6,000	6,000	5,000
	Total Expenditure Classification	1,940,259	2,156,100	1,989,034	2,034,797
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	950,700	1,056,500	931,735	997,100
	Water Allocation 51%	989,559	1,099,600	1,057,299	1,037,697
	Total Funding Allocation	1,940,259	2,156,100	1,989,034	2,034,797
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Customer Services Rep.	7	7	6	6
	Customer Services Supervisor	1	1	1	1
	Manager of Customer Service	1	1	1	1
	Principal Account Clerk	3	3	3	3
	Senior Customer Services Rep.	1	1	-	-
	Total Authorized Positions	14	14	12	12

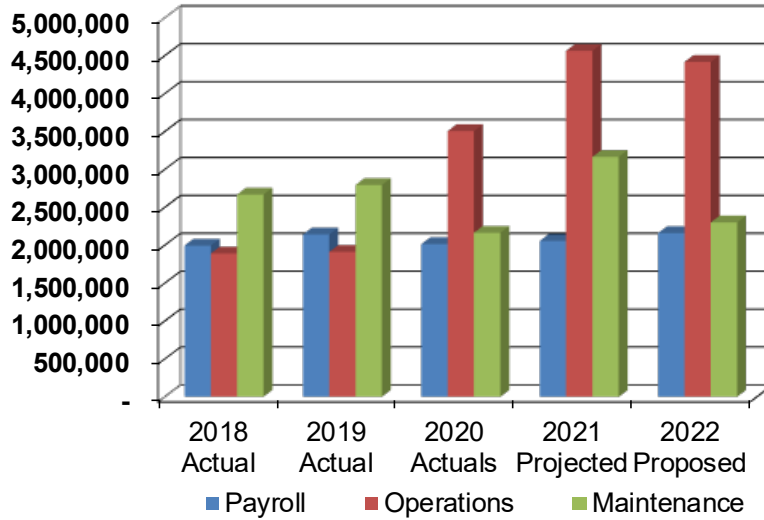
Information Technology

Administration
Geographic Information System

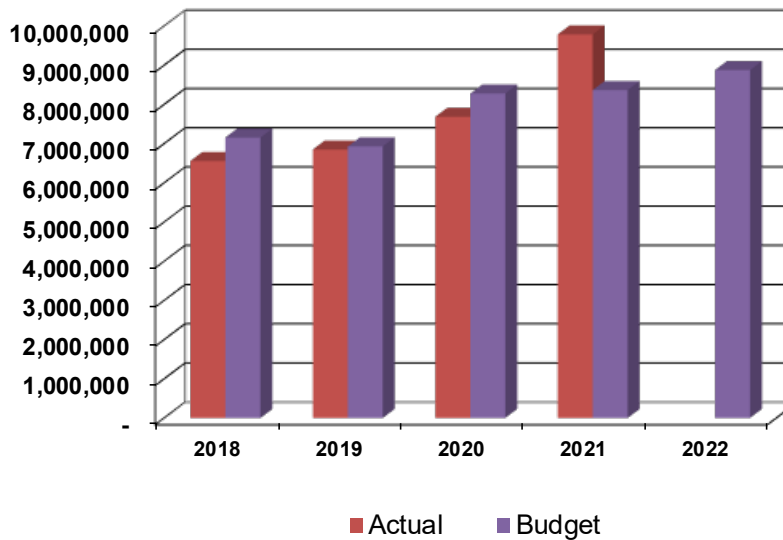


Information Technology

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	1,994,757	2,140,983	2,013,900	2,057,232	2,158,980
Operations	1,890,211	1,911,015	3,504,698	4,562,000	4,416,600
Maintenance	2,668,212	2,794,214	2,163,652	3,164,276	2,299,400
Total	6,553,180	6,846,212	7,682,250	9,783,508	8,874,980



	2018	2019	2020	2021	2022
Actual	6,553,180	6,846,212	7,682,250	9,783,508	
Budget	7,151,850	6,928,100	8,274,200	8,363,600	8,874,980
Variance	(598,670)	(81,888)	(591,950)	1,419,908	

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 automation and its governance. The Geographic Information Systems Department activity is responsible for broad access to and quality of the District's Geospatial information.

Budget Commentary

The proposed Information Technology budget totals \$8,874,980, reflecting an increase of \$511,380 or a 6.1% increase above the operating expenditure level adopted for the 2021 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	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Summary by Activity</u>				
Administration	7,029,426	7,681,300	9,075,620	8,264,013
GIS	652,824	682,300	707,888	610,967
Total Summary by Activity	7,682,250	8,363,600	9,783,508	8,874,980
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,938,427	2,040,300	2,027,540	2,109,155
Overtime 100%	18,209	-	14,061	16,000
Overtime 150%	53,039	79,600	11,206	30,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	4,225	4,700	4,425	3,825
Total Payroll	2,013,900	2,124,600	2,057,232	2,158,980
Operations	3,595,664	3,715,100	4,695,376	4,485,600
Maintenance	2,072,686	2,523,900	3,030,900	2,230,400
Capital Outlay	-	-	-	-
Total Summary by Major Accounts	7,682,250	8,363,600	9,783,508	8,874,980
<u>Funding Allocation</u>				
Sewer Allocation 33%	2,535,100	2,760,000	3,041,197	2,928,700
Water Allocation 67%	5,147,150	5,603,600	6,742,311	5,946,280
Total Funding Allocation	7,682,250	8,363,600	9,783,508	8,874,980
<u>Authorized Positions</u>				
Administration	11	11	11	12
GIS	6	6	6	5
Total Authorized Positions	17	17	17	17

Information Technology

Administration

Description

The Information Technology Department is responsible for providing the infrastructure for automation. IT implements the governance for the use of networks and operating systems, and it assists the operational units by providing them with the functionality they need. IT is also responsible for safeguarding the confidentiality, integrity, and availability of information systems, identity, and data assets.

Budget Commentary

The proposed Information Technology budget in 2022 is \$8,264,013, which is an increase of \$582,713 or 7.6% above the adopted 2021 level.

Payroll: \$105,713

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and an increase in headcount, offset by a reduction in *Overtime*.

Operations: \$770,500

- *Information System Professional Fees* increase reflects supportive services provided by Utegration and SAP's Application Management Services (AMS),
- A net increase in *Mobile Communications, Telephone Voice & Data Lines*, and *Infrastructure Equipment/Licenses* reflects the expansion of machine-to-machine devices with IoT. Standardizing IoT ensures interoperable & cost-effective solutions throughout the organization.
- *Subscription-Based Services account* absorbs costs previously reported in *Outside Services, Books & Periodicals*, and *Information System R&M* for proper classification of expenses with respect to GASB 96, which guides the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users.

Maintenance: (\$293,500)

- *Communications Equipment R&M* increase reflects supportive services with Cohesity to simplify backup and recovery of data sources on a single platform, reducing TCO and increasing the District's resiliency.
- *Information System R&M* is decreasing to correctly classify expenses previously reported in *Operations*.

Information Technology

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	1,378,952	1,464,300	1,451,920	1,604,613
501030	Overtime 100%	14,204	-	13,818	15,000
501040	Overtime 150%	28,516	79,600	11,206	30,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,300	1,400	1,300	1,400
Total Payroll		1,422,972	1,545,300	1,478,244	1,651,013
<i>Operations</i>					
511020	Mileage Allowance	-	500	500	500
511030	Meals Allowance	20	200	200	200
511050	Employee Education Program	12,103	15,000	15,000	15,000
511100	Seminars & Conventions	55	300	300	300
511110	Business Travel	-	2,500	-	2,500
511120	Meeting Expenses	372	500	500	500
511210	Books & Periodicals	25,298	27,000	27,000	1,000
511220	Dues & Memberships	5,782	6,000	6,000	6,000
512080	Outside Services	359,530	380,000	632,000	232,000
512210	Information System Professional Fe	1,881,554	1,915,500	2,410,000	2,410,000
513010	Office Supplies	3,968	3,000	3,000	3,000
514110	Telephone Voice & Data Lines	742,154	755,000	825,000	745,000
514120	Mobile Communications	355,627	350,000	400,000	375,000
521190	Infrastructure Equip/Licenses	90,966	60,000	129,376	65,000
523130	Photocopier Rental	55,934	67,000	70,000	67,000
523160	Equipment Leases	57,358	100,000	125,000	100,000
TBD	Subscription Based Services	-	-	-	430,000
Total Operations		3,590,721	3,682,500	4,643,876	4,453,000
<i>Maintenance</i>					
522020	Communications Equipment R&M	360,525	353,500	453,500	420,000
522030	Information System R&M	1,655,208	2,100,000	2,500,000	1,740,000
Total Maintenance		2,015,733	2,453,500	2,953,500	2,160,000
Total Expenditure Classification		7,029,426	7,681,300	9,075,620	8,264,013
<i>Funding Allocation</i>					
Sewer Allocation 33%		2,319,700	2,534,800	2,821,150	2,727,100
Water Allocation 67%		4,709,726	5,146,500	6,254,470	5,536,913
Total Funding Allocation		7,029,426	7,681,300	9,075,620	8,264,013

Authorized Positions	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Business Systems Analyst	4	4	4	5
Business Systems & Security Adm	1	1	1	1
Director of Information Services	1	1	1	1
Information Technology Project M	1	1	1	1
Manager of Information Services	1	1	1	1
Network Analyst	3	3	3	3
Total Authorized Positions	11	11	11	12

Information Technology

GIS

Description

The Geographic Information System Department is responsible for providing broad access to geospatial data and applications throughout the District and the public and is responsible for the quality and integrity of geospatial data. Additionally, its detailed land base GIS data is shared with the District's member towns for use in their GIS applications.

Budget Commentary

The GIS Services proposed budget for 2022 is \$610,967, a decrease of \$71,333 or 10.5% below the 2021 adopted level.

Payroll: (\$71,333)

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

Operations: \$0

- *The 2022 budget is unchanged from the prior year.*

Maintenance: \$0

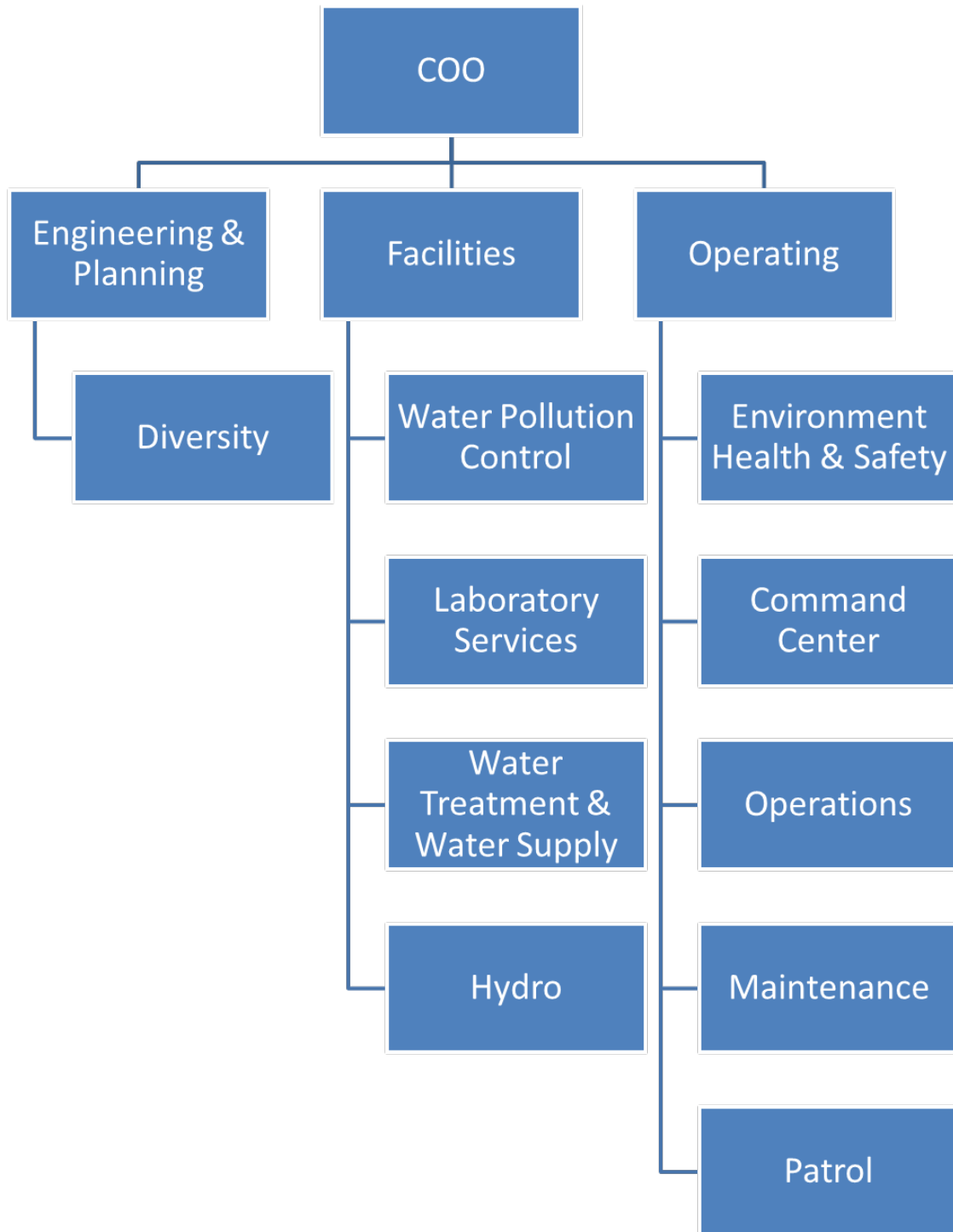
- *The 2022 budget is unchanged from the prior year.*

Information Technology

GIS

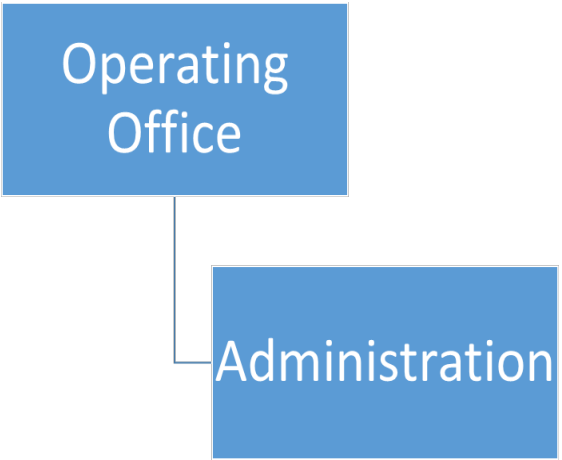
Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	559,475	576,000	575,620	504,542
501030	Overtime 100%	4,005	-	243	1,000
501040	Overtime 150%	24,523	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	2,925	3,300	3,125	2,425
	Total Payroll	590,928	579,300	578,988	507,967
	<i>Operations</i>				
511070	Employee Reimbursement	336	-	-	-
511100	Seminars & Conventions	350	700	-	700
511220	Dues & Memberships	780	500	500	500
512080	Outside Services	2,478	10,200	25,000	10,200
513010	Office Supplies	-	-	3,000	2,000
513060	Information Systems Supplies	-	13,200	15,000	11,200
519100	Printing	999	4,000	4,000	4,000
522020	Communications Equipment R&M	-	4,000	4,000	4,000
	Total Operations	4,943	32,600	51,500	32,600
	<i>Maintenance</i>				
521080	Tool & Work Equipment	-	1,600	1,600	1,600
522150	Gis R&M	56,953	68,800	75,800	68,800
	Total Maintenance	56,953	70,400	77,400	70,400
	Total Expenditure Classification	652,824	682,300	707,888	610,967
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	215,400	225,200	220,047	201,600
	Water Allocation 67%	437,424	457,100	487,841	409,367
	Total Funding Allocation	652,824	682,300	707,888	610,967
	<i>Authorized Positions</i>				
	Principal GIS Analyst	2	2	2	2
	GIS Analyst	1	1	1	1
	Mapping Technician	3	3	3	2
	Total Authorized Positions	6	6	6	5

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



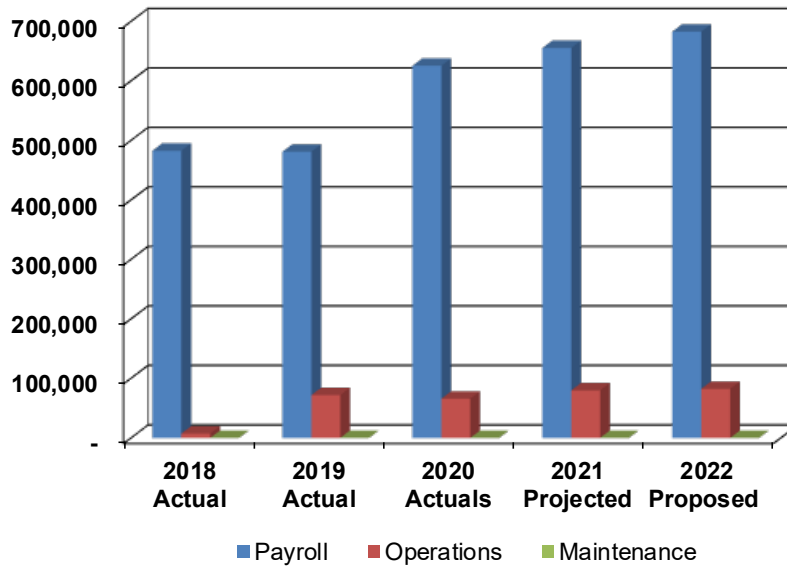
Operating Office

Administration

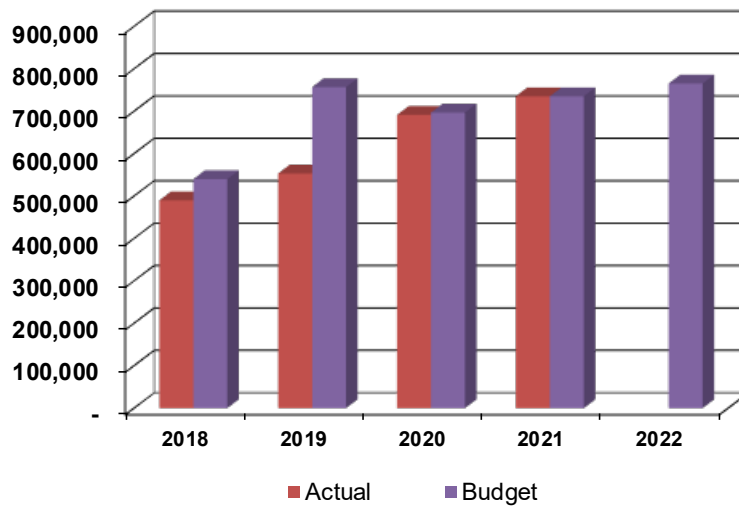


Operating Office

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	482,706	481,252	625,650	655,462	682,954
Operations	7,266	71,980	65,890	79,938	82,400
Maintenance	-	-	-	-	-
Total	489,973	553,232	691,540	735,400	765,354



	2018	2019	2020	2021	2022
Actual	489,973	553,232	691,540	735,400	
Budget	539,900	757,000	697,000	735,400	765,354
Variance	(49,927)	(203,768)	(5,460)	-	

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 – Administration proposed budget for 2022 totals \$765,354, increasing by \$29,954 or 4.1% above the 2021 adopted level.

Payroll: \$29,954

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

Operations: \$0

- The 2022 budget is unchanged from the prior year.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	613,185	649,700	650,807	679,704
501030	Overtime 100%	1,273	-	920	-
501040	Overtime 150%	10,242	2,200	2,785	2,200
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	950	1,100	950	1,050
	Total Payroll	625,650	653,000	655,462	682,954
<i>Operations</i>					
511010	Clothing Allowance	-	500	-	400
511020	Mileage Allowance	168	-	83	100
511050	Employee Education Program	51,830	66,400	66,400	66,400
511100	Seminars & Conventions	3,000	4,000	1,955	4,000
511120	Meeting Expenses	1,063	4,000	4,000	4,000
511220	Dues & Memberships	285	2,000	2,000	2,000
512070	Consultant Services	-	-	-	-
512080	Outside Services	4,638	-	-	-
512840	Licenses & Registration	-	1,500	1,500	1,500
513080	Communication Equipment & Supplies	275	-	-	-
511070	Employee Reimbursement	93	-	-	-
513010	Office Supplies	4,538	4,000	4,000	4,000
	Total Operations	65,890	82,400	79,938	82,400
	Total Expenditure Classification	691,540	735,400	735,400	765,354
<i>Funding Allocation</i>					
	Sewer Allocation 49%	338,900	360,300	360,300	375,000
	Water Allocation 51%	352,640	375,100	375,100	390,354
		691,540	735,400	735,400	765,354
<i>Authorized Positions</i>					
	Administrative Assistant	1	1	1	1
	Director of Facilities	1	1	1	1
	Chief Operating Officer (COO)	1	1	1	1
	Professional Level Trainee	1	1	-	-
	Professional Level Associate	-	-	1	1
	Total Authorized Positions	4	4	4	4

Engineering & Planning

Administration

Diversity

Technical Services

Engineering Services

Construction Services

Inspection Services

Engineering & Planning

Administration

Diversity

Inspection Services

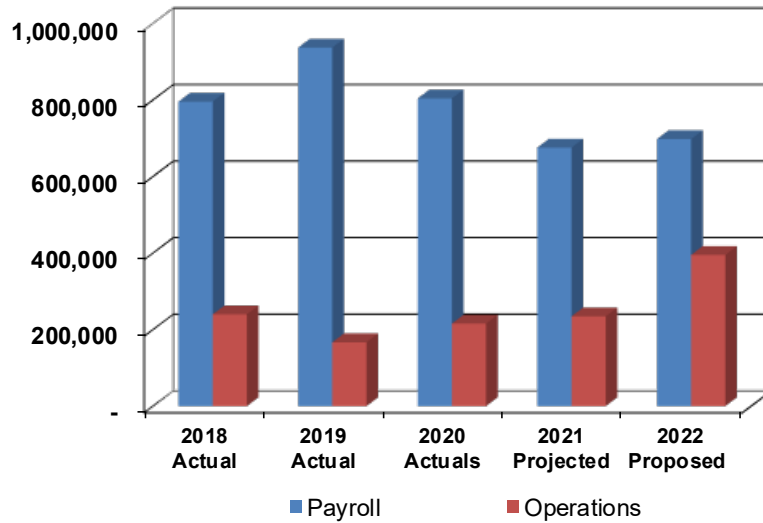
Engineering Services

Construction Services

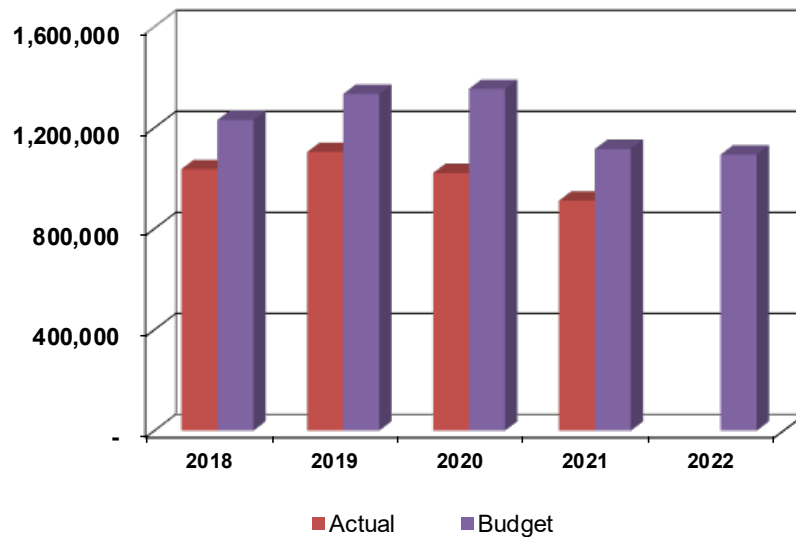
Technical Services

Engineering & Planning

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	795,756	936,790	804,039	675,496	698,032
Operations	239,908	166,997	216,032	234,907	395,100
Total	1,035,664	1,103,787	1,020,071	910,403	1,093,132



	2018	2019	2020	2021	2022
Actual	1,035,664	1,103,787	1,020,071	910,403	
Budget	1,230,500	1,333,400	1,352,900	1,115,300	1,093,132
Variance	(194,836)	(229,613)	(332,829)	(204,897)	

Engineering & Planning

Summary

Description

The Engineering and Planning Department in 2022 consists of: Administration, Diversity, Inspection Services, Engineering Services, Construction Services and Technical Services.

Budget Commentary

The proposed Engineering & Planning budget for 2022 is \$1,093,132, a decrease of \$22,168 or 2% below the budget level adopted for 2021. Budget details for the activities comprising the Engineering and Planning department follow.

Engineering & Planning

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	854,293	924,200	738,096	908,668
Diversity	165,778	191,100	172,307	184,464
Total Summary by Activity	1,020,071	1,115,300	910,403	1,093,132
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	800,889	706,100	673,621	694,532
Overtime 100%	-	-	-	-
Overtime 150%	-	500	-	500
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,150	3,100	1,875	3,000
Total Payroll	804,039	709,700	675,496	698,032
Operations	216,032	405,600	234,907	395,100
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	1,020,071	1,115,300	910,403	1,093,132
<i>Funding Allocation</i>				
Sewer Allocation 49%	499,800	546,500	447,892	535,600
Water Allocation 51%	520,271	568,800	462,511	557,532
Total Funding Allocation	1,020,071	1,115,300	910,403	1,093,132
<i>Authorized Positions</i>				
Administration	5	4	4	4
Diversity	1	1	1	1
Total Authorized Positions	6	5	5	5

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 Inspection Services. 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, Clean Water Project and the planning of additional, related improvements.

Budget Commentary

The Engineering and Planning Administration proposed budget for 2022 is \$908,668, a decrease of \$15,532 or 1.7% below the expenditure level adopted for 2021.

Payroll: (\$15,532)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by net savings from hiring new employees at a lower position than what was budgeted.

Operations: \$0

- No change in the budget for 2022 due to realignment of the expenses.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	647,241	547,800	515,364	532,318
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	500	-	500
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	2,900	2,800	1,625	2,750
	Total Payroll	650,141	551,100	516,989	535,568
<i>Operations</i>					
511010	Clothing Allowance	227	500	-	500
511020	Mileage Allowance	-	2,500	-	1,800
511050	Employee Education Program	140	-	300	1,000
511070	Employee Reimbursement	34	-	-	-
511100	Seminars & Conventions	1,787	4,000	1,500	4,000
511110	Business Travel	30	-	-	-
511120	Meeting Expenses	66	1,000	-	1,000
511210	Books & Periodicals	158	1,000	1,400	1,000
511220	Dues & Memberships	5,712	6,500	7,700	6,500
511250	Other Additional Taxable Compensation	6,000	-	-	-
512070	Consultant Services	99,218	200,000	129,307	200,000
512080	Outside Services	28,939	100,000	55,000	100,000
512220	Engineering Professional Fees	20,867	8,400	12,000	8,400
512840	Licenses & Registration	9,165	1,500	700	1,500
513010	Office Supplies	11,626	12,000	7,700	12,000
513080	Communication Equipment & Supplies	20	400	-	100
513120	Safety Supplies	-	300	-	300
513150	Survey Const. Supplies	20,163	30,000	5,000	30,000
513400	Small Tools & Equipment	-	2,000	-	2,000
513690	Materials From Stock	-	3,000	500	3,000
	Total Operations	204,152	373,100	221,107	373,100
	Total Expenditure Classification	854,293	924,200	738,096	908,668
<i>Funding Allocation</i>					
	Sewer Allocation 49%	418,600	452,900	363,122	445,200
	Water Allocation 51%	435,693	471,300	374,974	463,468
		854,293	924,200	738,096	908,668
<i>Authorized Positions</i>					
	Administrative Clerk	1	1	1	1
	Director of Engineering & Planning	1	1	1	1
	Sr. Engineering Drafter	2	1	1	1
	Project Control Manager	1	-	-	-
	Contract Administrator	-	1	1	1
	Total Authorized Positions	5	4	4	4

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 proposed Diversity 2022 budget is \$184,464, a decrease of \$6,636, or 3.5% below the 2021 adopted level.

Payroll: \$3,864

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

Operations: (\$10,500)

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

Diversity

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	153,648	158,300	158,257	162,214
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	250	300	250	250
	<i>Total Payroll</i>	153,898	158,600	158,507	162,464
	<i>Operations</i>				
511100	Seminars & Conventions	-	1,000	800	1,000
511110	Business Travel	-	500	-	500
511220	Dues & Memberships	-	1,000	-	500
512070	Consultant Services	-	10,000	5,000	10,000
519080	Diversity Programs	11,880	20,000	8,000	10,000
	<i>Total Operations</i>	11,880	32,500	13,800	22,000
	<i>Total Expenditure Classification</i>	165,778	191,100	172,307	184,464
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	81,200	93,600	84,770	90,400
	Water Allocation 51%	84,578	97,500	87,537	94,064
	<i>Total Funding Allocation</i>	165,778	191,100	172,307	184,464
	<i>Authorized Positions</i>				
	Diversity Manager	1	1	1	1
	<i>Total Authorized Positions</i>	1	1	1	1

Inspection Services**Description/Budget Commentary**

The Inspection Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2022 Capital Improvement Budget. There are 8 positions budgeted for the full 2022 Capital Improvement Program budget year.

Engineering Services**Description/Budget Commentary**

The Engineering Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2022 Capital Improvement Budget. There are 15 positions budgeted for the full 2022 Capital Improvement Program budget year.

Construction Services**Description/Budget Commentary**

The Construction Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2022 Capital Improvement Budget. There are 5 positions budgeted for the full 2022 Capital Improvement Program year.

Technical Services**Description/Budget Commentary**

The Technical Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2022 Capital Improvement Budget. There are 19 positions budgeted for the full 2022 Capital Improvement Program budget year.

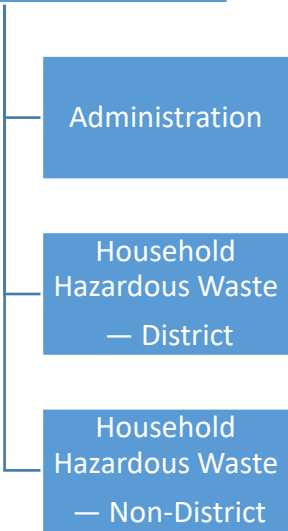
Environment, Health & Safety

Administration

Household Hazardous Waste — District

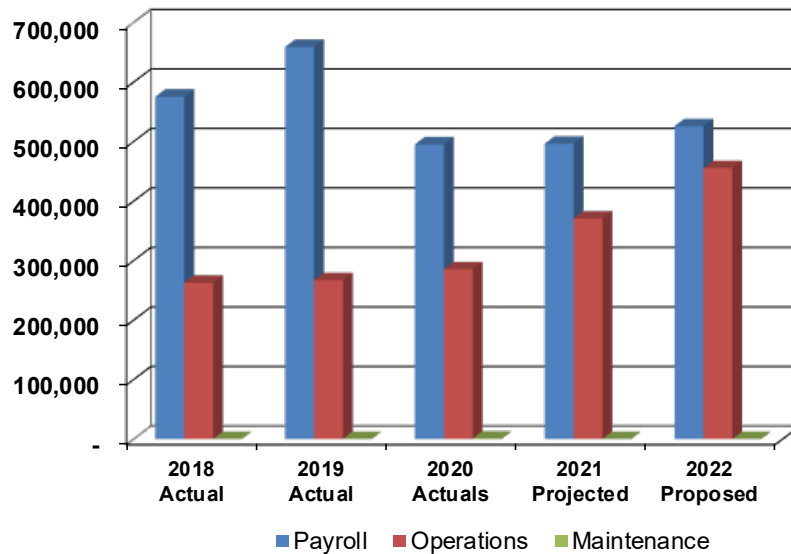
Household Hazardous Waste — Non-District

Environment,
Health & Safety

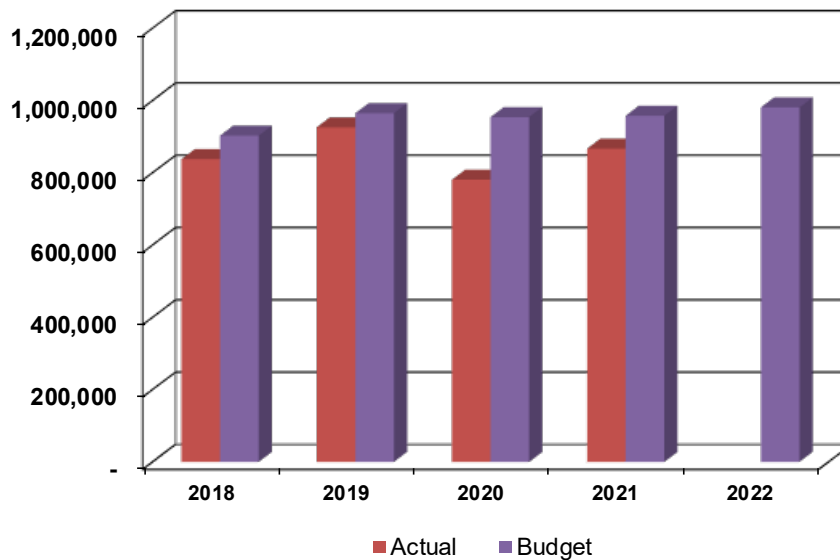


Environment, Health & Safety

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	575,265	658,981	495,116	496,194	525,618
Operations	262,400	266,800	285,074	370,435	455,100
Maintenance	-	-	405	-	-
Total	837,666	925,781	780,595	866,629	980,718



	2018	2019	2020	2021	2022
Actual	837,666	925,781	780,595	866,629	
Budget	902,700	964,800	954,000	957,900	980,718
Variance	(65,034)	(39,019)	(173,405)	(91,271)	

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 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 proposed budget for 2022 totals \$980,718, an increase of \$22,818 or 2.4% above the 2021 adopted level. Budget details for the activities comprising the Environment, Health & Safety Department follow.

Environment, Health & Safety

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	562,674	671,300	646,796	684,418
HHW District	195,725	258,500	199,533	268,200
HHW Non-District	22,196	28,100	20,300	28,100
<i>Total Summary by Activity</i>	780,595	957,900	866,629	980,718
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	486,262	493,000	489,161	502,893
Overtime 100%	509	-	-	-
Overtime 150%	6,882	9,000	5,633	11,000
Overtime 200%	-	-	-	-
Temporary Help	-	10,000	-	10,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,463	1,500	1,400	1,725
<i>Total Payroll</i>	495,116	513,500	496,194	525,618
Operations	285,074	444,400	370,435	455,100
Maintenance	405	-	-	-
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	780,595	957,900	866,629	980,718
<i>Funding Allocation</i>				
Sewer Allocation 49%	382,500	469,400	378,129	480,600
Water Allocation 51%	398,095	488,500	488,500	500,118
<i>Total Funding Allocation</i>	780,595	957,900	866,629	980,718
<i>Authorized Positions</i>				
Administration	4	4	4	4
HHW District	-	-	-	-
HHW Non-District	-	-	-	-
<i>Total Authorized Positions</i>	4	4	4	4

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 EH&S Department is responsible for OSHA, EPA, and DEEP compliance, environmental permits and consent order compliance, safety training, environmental reporting, safety and environmental auditing, risk management, and the Household Hazardous Waste Program. EH&S provides safety and health programs to prevent workplace injuries and illnesses. Proactively EH&S provides training, researches proposed regulations/standards, visits job/worksites to review compliance and is a resource for a wide variety of environmental and safety questions and issues.

Budget Commentary

The proposed Environment, Health & Safety budget for 2022 totals \$682,418, an increase of \$11,118 or 1.7% above the 2021 adopted level.

Payroll: \$10,118

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

Operations: \$1,000

- *Medical Services* are expected to increase slightly based upon resuming regular scheduled testing that was delayed during the pandemic.
- *Safety Supplies and Soil testing* are expected to slightly decrease based upon historical spend.

Administration

Commitment		2020	2021	2021	2022
Item	Expenditure Classification	Actuals	Adopted	Projected	Proposed
	<i>Payroll</i>				
501010	Regular Pay	486,262	493,000	489,161	502,893
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	817	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	10,000	-	10,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,463	1,500	1,400	1,725
	<i>Total Payroll</i>	488,542	504,500	490,561	514,618
	<i>Operations</i>				
503010	Medical Services	14,515	45,000	45,000	55,000
511050	Employee Education Program	1,055	-	-	-
511070	Employee Reimbursement	5	-	-	-
511100	Seminars & Conventions	1,287	2,000	800	3,000
511120	Meeting Expenses	402	1,000	200	1,000
511220	Dues & Memberships	1,991	2,000	1,000	2,000
512070	Consultant Services	1,000	25,000	25,000	25,000
512080	Outside Services	2,360	3,000	3,000	3,000
512710	Outside Testing & Lab Services	-	10,000	10,000	10,000
512720	Soil Testing	507	5,000	5,000	1,000
512840	Licenses & Registration	-	600	1,000	600
513010	Office Supplies	4,170	3,000	3,000	2,000
513020	Janitorial Supplies	69	-	-	-
513120	Safety Supplies	46,191	70,000	62,235	65,000
513400	Small Tools & Equipment	175	200	-	200
	<i>Total Operations</i>	73,727	166,800	156,235	167,800
	<i>Maintenance</i>				
522170	Sewer Maintenance	405	-	-	-
	<i>Total Maintenance</i>	405	-	-	-
	<i>Total Expenditure Classification</i>	562,674	671,300	646,796	682,418
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	275,700	328,900	282,211	334,400
	Water Allocation 51%	286,974	342,400	364,585	348,018
	<i>Total Funding Allocation</i>	562,674	671,300	646,796	682,418
	<i>Authorized Positions</i>				
	Manager of EH&S	1	1	1	1
	Occupational Health & Safety Analyst	1	1	1	1
	Project Manager	1	1	1	1
	Professional Level Trainee	1	1	1	1
	<i>Total Authorized Positions</i>	4	4	4	4

Household Hazardous Waste — District**Description**

The Household Hazardous Waste (HHW) program provides member towns (and non-member towns, see 2310010030) with hazardous waste collection and disposal services at scheduled regional collection events. A licensed hazardous materials-handling firm, under contract to the District, provides collection and disposal services. Staff's duties include budgeting, planning, scheduling, contract administration, collection day supervision, business development, advertising, coordination of the program with the participating towns and overall management of the program. The objective of the Household Hazardous Waste program is to provide a cost-effective, convenient, safe and environmentally responsible process for residents of participating towns to dispose of hazardous wastes.

Budget Commentary

The HHW District proposed budget for 2022 totals \$270,200, which is above the 2021 adopted level by \$11,700, an increase of 4.5%

Payroll: \$2,000

- *Overtime* includes cost-of-living increases for eligible employees.

Operations: \$9,700

- Expenses increased to reflect the rise in rates to dispose of Hazardous Waste Materials in the coming year because of increased participation from prior year.

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	509	-	-	-
501040	Overtime 150%	5,302	8,000	5,633	10,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	5,811	8,000	5,633	10,000
<i>Operations</i>					
511010	Clothing Allowance	-	300	100	100
511120	Meeting Expenses	895	800	800	800
511240	Public Information	6,575	15,000	4,500	1,000
512410	Refuse Collection & Disposal	7,238	12,000	6,500	11,000
512450	Hazard Material Waste Disposal	173,017	220,000	180,000	230,000
513010	Office Supplies	968	200	-	100
513070	Public Information Supplies	-	2,000	2,000	2,000
513120	Safety Supplies	18	-	-	-
519090	Advertising	1,203	-	-	15,000
521020	Safety Equipment	-	200	-	200
	Total Operations	189,914	250,500	193,900	260,200
	Total Expenditure Classification	195,725	258,500	199,533	270,200
<i>Funding Allocation</i>					
	Sewer Allocation 49%	95,900	126,700	87,061	132,400
	Water Allocation 51%	99,825	131,800	112,472	137,800
	Total Funding Allocation	195,725	258,500	199,533	270,200

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

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

Budget Commentary

The HHW Non-District proposed budget for 2022 remains unchanged at \$28,100. The cost of these events are billed to non-district communities, which is reflected in revenue.

Payroll: \$0

- No change in the budget for 2022.

Operations: \$0

- No change in the budget for 2022.

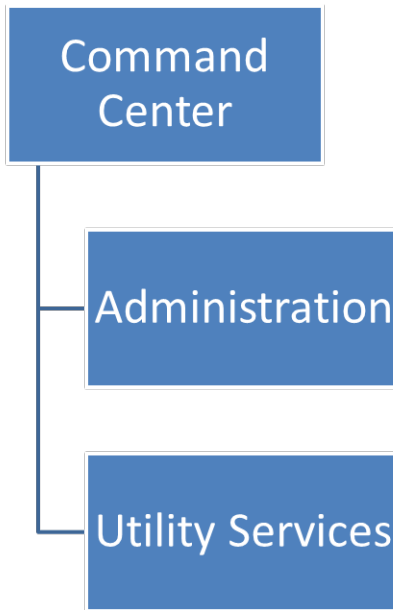
Household Hazardous Waste — Non-District

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	763	1,000	-	1,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	763	1,000	-	1,000
	<i>Operations</i>				
511010	Clothing Allowance	-	100	-	100
511120	Meeting Expenses	-	200	-	200
511240	Public Information	-	1,000	-	-
512410	Refuse Collection & Disposal	1,937	1,100	300	1,100
512450	Hazard Material Waste Disposal	19,191	24,000	20,000	24,000
513010	Office Supplies	-	100	-	100
513070	Public Information Supplies	-	500	-	500
519090	Advertising	305	-	-	1,000
521020	Safety Equipment	-	100	-	100
	<i>Total Operations</i>	21,433	27,100	20,300	27,100
	<i>Total Expenditure Classification</i>	22,196	28,100	20,300	28,100
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	10,900	13,800	8,857	13,800
	Water Allocation 51%	11,296	14,300	11,443	14,300
	<i>Total Funding Allocation</i>	22,196	28,100	20,300	28,100

Command Center

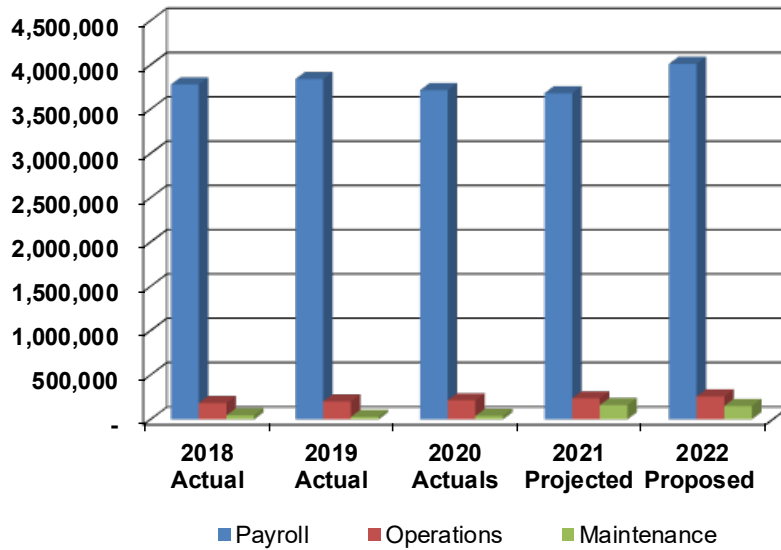
Administration

Utility Services

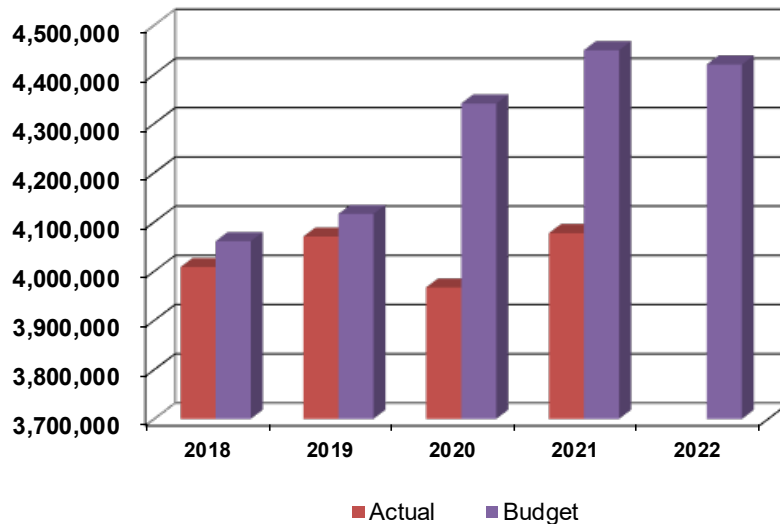


Command Center

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	3,779,999	3,841,281	3,714,869	3,680,226	4,011,695
Operations	182,994	201,778	213,814	236,386	258,300
Maintenance	45,470	27,388	38,252	160,850	150,000
Total	4,008,463	4,070,447	3,966,935	4,077,462	4,419,995



	2018	2019	2020	2021	2022
Actual	4,008,463	4,070,447	3,966,935	4,077,462	
Budget	4,060,900	4,116,300	4,340,600	4,449,000	4,419,995
Variance	(52,437)	(45,853)	(373,665)	(371,538)	

Command Center

Summary

Description

The Command Center, headed by the Manager of Command Center, oversees the Administration activity and Utility Services activity. In addition, the Command Center Department is responsible for responding to all customer-related emergencies and shift operations for emergency standby.

Budget Commentary

The overall proposed Command Center budget for 2022 is \$4,419,995, a decrease of \$29,005 or 0.7% below the budget adopted for 2021. Budget details for the activities comprising the Command Center department follow.

Command Center

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Summary by Activity</u>				
Command Center	2,174,928	2,407,900	2,321,906	2,321,604
Utility Services	1,792,007	2,041,100	1,755,556	2,098,391
Total Summary by Activity	3,966,935	4,449,000	4,077,462	4,419,995
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	3,085,489	3,447,000	3,084,920	3,345,695
Overtime 100%	-	-	-	-
Overtime 150%	462,980	500,400	446,499	540,000
Overtime 200%	77,211	61,900	63,293	70,000
Temporary Help	-	-	-	-
Standby & Premium Pay	76,676	40,500	74,389	44,000
Longevity Pay	12,513	13,100	11,125	12,000
Total Payroll	3,714,869	4,062,900	3,680,226	4,011,695
Operations	213,814	243,300	236,386	258,300
Maintenance	38,252	142,800	160,850	150,000
Capital Outlay	-	-	-	-
Total Summary by Major Accounts	3,966,935	4,449,000	4,077,462	4,419,995
<u>Funding Allocation</u>				
Sewer Allocation 49%	1,348,800	1,512,700	1,319,054	1,502,800
Water Allocation 51%	2,618,135	2,936,300	2,758,408	2,917,195
Total Funding Allocation	3,966,935	4,449,000	4,077,462	4,419,995
<u>Authorized Positions</u>				
Command Center	19	18	18	17
Utility Services	16	16	16	16
Total Authorized Positions	35	34	34	33

Administration**Description**

The Command Center is responsible for responding to all customer-related emergencies and shift operations for emergency standby.

Budget Commentary

The proposed Command Center - Administration budget for 2022 totals \$2,321,604, which is a decrease of \$86,296 or 3.6% below the 2021 adopted level.

Payroll: (\$96,296)

- *Regular Pay, Overtime and Standby & Premium* includes increments and cost-of-living increases for eligible employees, offset by a reduction in headcount.
- *Longevity Pay* has decreased based upon participation.

Operations: \$4,000

- *Materials from Stock* increased to align with anticipated spending, offsetting this increase is a reduction in *Communication Equipment & Supplies* based on anticipated spend.
- *Clothing Allowance, Meals Allowance, and Outside Services* slightly increase to reflect the inflationary impact on contractual agreements and goods and services.

Maintenance: \$6,000

- A realignment of funding in *Other Maintenance* and *Sewer Maintenance* reflects anticipated spending with an increase in costs.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	1,591,356	1,754,600	1,658,515	1,618,229
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	324,894	320,000	269,514	350,000
501050	Overtime 200%	77,211	61,900	63,293	70,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	61,319	31,800	61,259	35,000
501070	Longevity Pay	4,413	4,600	4,175	3,375
	Total Payroll	2,059,193	2,172,900	2,056,756	2,076,604
<i>Operations</i>					
511010	Clothing Allowance	7,992	5,000	500	6,000
511030	Meals Allowance	1,840	5,000	4,000	6,000
511070	Employee Reimbursement	63	-	-	-
511100	Seminars & Conventions	570	-	-	-
511250	Other Additional Taxable Compensation	151	-	-	-
512060	Police Services	-	-	-	-
512080	Outside Services	59,257	68,000	68,000	70,000
513010	Office Supplies	2,707	15,000	15,000	15,000
513020	Janitorial Supplies	7,154	-	-	-
513080	Communication Equipment & Supplies	500	18,000	18,000	14,000
513400	Small Tools & Equipment	325	-	-	-
513690	Materials From Stock	18,605	6,000	6,000	10,000
	Total Operations	99,164	117,000	111,500	121,000
<i>Maintenance</i>					
521080	Tool & Work Equipment	2,191	9,000	9,000	9,000
522010	Facilities R&M	420	-	650	1,000
522020	Buildings	-	4,000	4,000	4,000
522160	Other Maintenance	-	60,000	60,000	-
522170	Sewer Maintenance	13,960	45,000	80,000	110,000
	Total Maintenance	16,571	118,000	153,650	124,000
	Total Expenditure Classification	2,174,928	2,407,900	2,321,906	2,321,604
<i>Funding Allocation</i>					
	Sewer Allocation 34%	739,500	818,700	751,134	789,300
	Water Allocation 66%	1,435,428	1,589,200	1,570,772	1,532,304
	Total Funding Allocation	2,174,928	2,407,900	2,321,906	2,321,604
<i>Authorized Positions</i>					
	Administrative Clerk	2	2	2	2
	Claims Agent	2	1	1	-
	Command Center Senior Supervisor	1	1	1	1
	Manager of Command Center	1	1	1	1
	Utility Maintainer 1	-	-	2	2
	Utility Maintainer 2	4	4	4	4
	Utility Maintenance Crew Leader	3	3	2	2
	Utility Operations Shift Maintainer	3	3	1	1
	Utility Maintenance Supervisor	3	3	4	4
	Total Authorized Positions	19	18	18	17

Utility Services**Description**

Working out of the District's Maxim Road Facility, the Utility Services activity is responsible for the FOG program, 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 used by District forces and/or private contractors when repairs are needed. Utility Services is also responsible for maintaining 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 mainline facilities. The 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 private fire hydrant maintenance, water meter installation, dye testing, and investigations. In addition, the activity is responsible for the Cross-connection inspection of all required facilities with the MDC service area. Cross Connections maintains a database with facility, device, and testing information. The yearly DPH report is compiled with this information and is submitted on behalf of the MDC.

Budget Commentary

The proposed Utility Services department budget for 2022 totals \$2,098,391 an increase of \$57,291 or 2.8% above the 2021 adopted level.

Payroll: \$45,091

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

Operations: \$11,000

- *Call Before You Dig* increased to reflect the cost of operating the program.
- Various other allotments, *Clothing Allowance*, *Meals Allowance*, *Office Supplies*, *Materials from Stock*, and *Small Tools & Equipment*, are changing to align with historical spending.

Maintenance: \$1,200

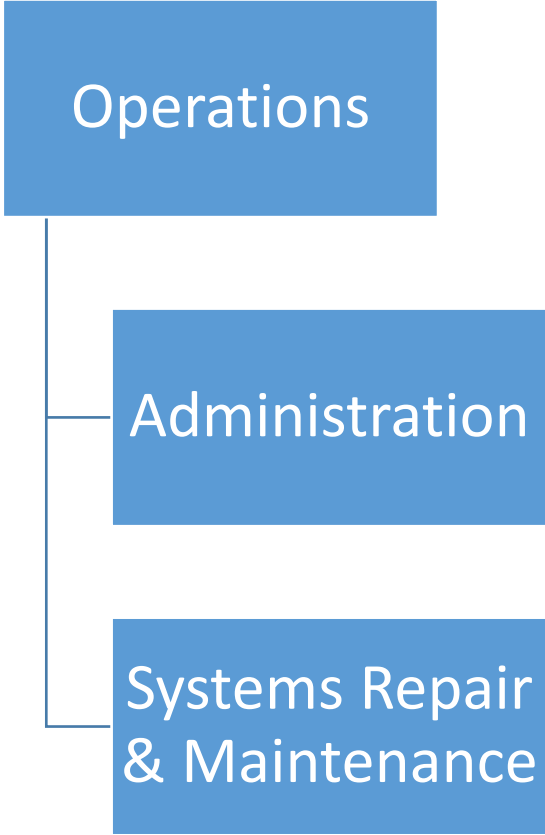
- *Tool & Work Equipment* expenditures are expected to increase slightly.

Utility Services

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	1,494,133	1,692,400	1,426,405	1,727,466
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	138,086	180,400	176,985	190,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	15,357	8,700	13,130	9,000
501070	Longevity Pay	8,100	8,500	6,950	8,625
	Total Payroll	1,655,676	1,890,000	1,623,470	1,935,091
<i>Operations</i>					
511010	Clothing Allowance	5,474	7,500	6,000	8,000
511030	Meals Allowance	879	300	250	800
511100	Seminars & Conventions	672	2,500	200	2,500
511220	Dues & Memberships	348	3,000	750	3,000
512060	Police Services	747	-	-	-
512360	Call Before You Dig Fee	89,130	101,000	100,936	104,000
512840	Licenses & Registration	154	-	-	-
513010	Office Supplies	7,370	-	900	1,000
513400	Small Tools & Equipment	9,038	2,000	850	3,000
513690	Materials From Stock	838	10,000	15,000	15,000
	Total Operations	114,650	126,300	124,886	137,300
<i>Maintenance</i>					
521080	Tool & Work Equipment	21,681	24,800	7,200	26,000
	Total Maintenance	21,681	24,800	7,200	26,000
Total Expenditure Classification		1,792,007	2,041,100	1,755,556	2,098,391
<i>Funding Allocation</i>					
	Sewer Allocation 34%	609,300	694,000	567,920	713,500
	Water Allocation 66%	1,182,707	1,347,100	1,187,636	1,384,891
	Total Funding Allocation	1,792,007	2,041,100	1,755,556	2,098,391
<i>Authorized Positions</i>					
	Construction & Utility Svces Supervisor	-	-	-	1
	Cross Connection Tech 1	2	2	2	1
	Cross Connection Tech 2	2	2	2	1
	Customer Services Supervisor	1	1	1	-
	Engineering Technician 2	1	-	-	-
	Engineering Technician 3	1	2	2	-
	Environmental Analyst 2	1	1	1	1
	Project Engineer 2	1	1	1	1
	Senior Utility Services Technician	2	2	2	2
	Utility Maintenance Supervisor	-	-	-	1
	Utility Services Eng Technician	5	5	5	8
	Total Authorized Positions	16	16	16	16

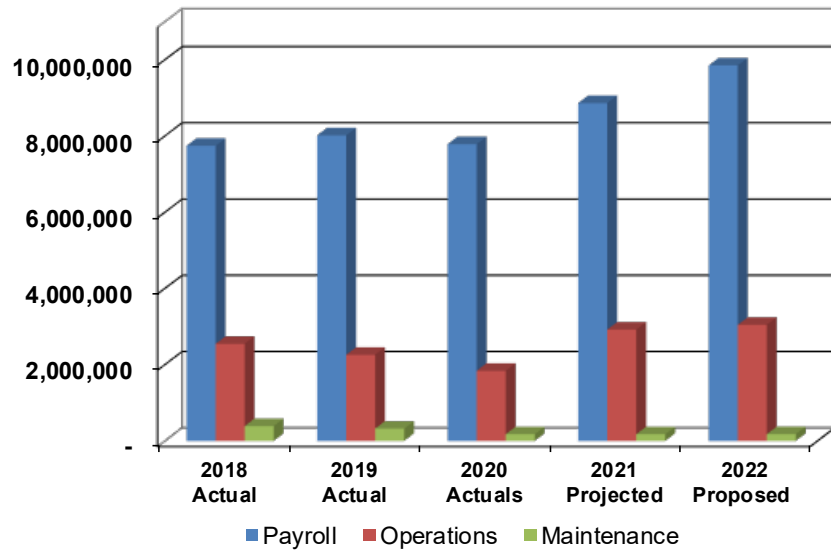
Operations

Administration
Systems Repair & Maintenance

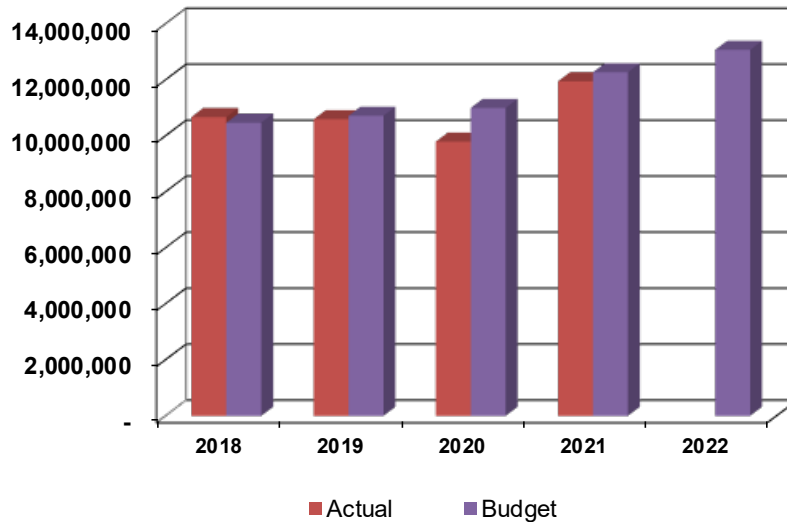


Operations

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	7,742,359	8,017,795	7,786,271	8,863,799	9,852,634
Operations	2,545,775	2,258,364	1,838,829	2,918,673	3,044,600
Maintenance	388,497	322,234	173,634	175,000	177,000
Total	10,676,631	10,598,393	9,798,734	11,957,472	13,074,234



	2018	2019	2020	2021	2022
Actual	10,676,631	10,598,393	9,798,734	11,957,472	
Budget	10,476,300	10,721,600	11,000,600	12,275,100	13,074,234
Variance	200,331	(123,207)	(1,201,866)	(317,628)	

Operations

Summary

Description

The Operations Department is responsible for operating, repairing, and maintaining 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 proposed Operations Department budget for the coming year is \$13,074,234, increasing \$799,134 or 6.5% above the 2021 adopted level. Budget details on Operations' activities follow.

Operations

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Summary by Activity</u>				
Administration	125,740	191,600	181,397	195,482
Systems Repair	9,672,994	12,083,500	11,776,075	12,878,752
Total Summary by Activity	9,798,734	12,275,100	11,957,472	13,074,234
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	6,505,288	8,036,600	7,148,148	8,172,509
Overtime 100%	-	-	-	-
Overtime 150%	641,583	785,300	800,175	800,000
Overtime 200%	568,325	700,000	833,801	800,000
Temporary Help	-	-	-	-
Standby & Premium Pay	64,900	42,700	71,844	69,000
Longevity Pay	6,175	11,900	9,831	11,125
Total Payroll	7,786,271	9,576,500	8,863,799	9,852,634
Operations	1,839,169	2,523,600	2,918,673	3,046,600
Maintenance	173,294	175,000	175,000	175,000
Capital Outlay	-	-	-	-
Total Summary by Major Account	9,798,734	12,275,100	11,957,472	13,074,234
<u>Funding Allocation</u>				
Sewer Allocation 25%	2,449,600	3,068,800	2,809,717	3,268,600
Water Allocation 75%	7,349,134	9,206,300	9,147,755	9,805,634
Total Funding Allocation	9,798,734	12,275,100	11,957,472	13,074,234
<u>Authorized Positions</u>				
Administration	1	1	1	1
Systems Repair	76	88	88	88
Total Authorized Positions	77	89	89	89

Administration**Description**

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

Budget Commentary

The proposed Operations Administration budget for 2022 is \$195,482, increasing by \$3,882 or 2.0% above the expenditure level adopted for 2021.

Payroll: \$3,882

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

Operations: \$0

- The overall funding of operations activity is unchanged for 2022.

Maintenance: \$0

- The budget is unchanged for 2022.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	114,673	180,300	172,897	184,182
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	800	800	800	800
	Total Payroll	115,473	181,100	173,697	184,982
	<i>Operations</i>				
511100	Seminars & Conventions	5,405	7,000	6,200	7,000
511220	Dues & Memberships	120	500	200	1,000
511250	Other Additional Taxable Compensation	1,069	-	-	-
512060	Police Services	747	-	-	-
512840	Licenses & Registration	191	1,000	500	500
513010	Office Supplies	1,906	2,000	800	2,000
513690	Materials From Stock	349	-	-	-
	Total Operations	9,787	10,500	7,700	10,500
	<i>Maintenance</i>				
521050	Office Furniture Equipment	480	-	-	-
	Total Maintenance	480	-	-	-
	Total Expenditure Classification	125,740	191,600	181,397	195,482
	Sewer Allocation 25%	31,400	47,900	42,624	48,900
	Water Allocation 75%	94,340	143,700	138,773	146,582
	Total Funding Allocation	125,740	191,600	181,397	195,482

Systems Repair & Maintenance**Description**

The Systems Repair & Maintenance unit is primarily responsible for the emergency repair of all water distribution and sewer collection systems components. 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, flush more than 1,465 miles of water mains, and aids in addressing water system emergencies.

The Sewer Cleaning crews are responsible for cleaning and inspecting 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, maintenance holes, 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 significant shutdowns, and handling emergency pumping.

Budget Commentary

The proposed Systems Repair budget for 2022 totals \$12,878,752, increasing by \$795,252 or 6.6% above the adopted level for 2021.

Payroll: \$272,252

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime Pay* and *Standby & Premium Pay* have increased to align with the increase in town projects, Housing/Commercial developments, and increased demand in the backwater valve program.
- *Longevity Pay* has decreased based upon participation.

Operations: \$523,000

- The funding of various allotments, directly impacted by the increase in Town and State projects, are changing for 2022 to align with anticipated spending.
- *Employee Reimbursement* and *Office Furniture* are increasing in 2022.

Maintenance: \$0

- Expenditures are unchanged for 2022.

Systems Repair & Maintenance

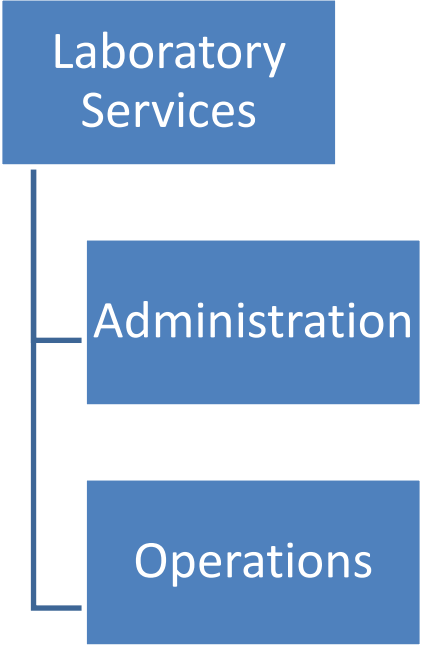
Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	6,390,615	7,856,300	6,975,251	7,988,327
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	641,583	785,300	800,175	800,000
501050	Overtime 200%	568,325	700,000	833,801	800,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	64,900	42,700	71,844	69,000
501070	Longevity Pay	5,375	11,100	9,031	10,325
	<i>Total Payroll</i>	7,670,798	9,395,400	8,690,102	9,667,652
	<i>Operations</i>				
511010	Clothing Allowance	42,722	41,000	41,000	41,000
511030	Meals Allowance	38,797	55,600	55,600	55,600
511050	Employee Education Program	2,899	-	-	-
511070	Employee Reimbursement	597	-	200	1,000
511100	Seminars & Conventions	(50)	-	-	-
511250	Other Additional Taxable Compensation	1,912	-	-	-
512060	Police Services	431,552	450,000	450,000	500,000
512080	Outside Services	56,949	30,000	30,000	30,000
512100	Traffic Control/Flagging Services	13,753	206,000	206,000	60,000
512310	Permits	-	-	-	500
512400	Disposal/Removal Fees	25,223	153,000	153,000	60,000
512840	Licenses & Registration	52	-	-	-
513010	Office Supplies	22,378	18,000	18,000	18,000
513020	Janitorial Supplies	288	-	-	-
513040	Laboratory Supplies	590	-	-	-
513080	Communication Equipment & Supplies	633	-	-	-
513120	Safety Supplies	16,175	7,500	7,500	-
513400	Small Tools & Equipment	57,320	55,000	61,000	60,000
513410	Asphalt Products	378	-	-	-
513430	Rock Sand & Dirt	472,973	-	900,000	1,200,000
513520	Pipe Fittings & Valves	-	-	-	1,000
513590	Lights & Barricades	4,854	7,000	7,000	7,000
513690	Materials From Stock	639,047	1,490,000	981,673	1,000,000
521050	Office Furniture Equipment	340	-	-	2,000
	<i>Total Operations</i>	1,829,382	2,513,100	2,910,973	3,036,100
	<i>Maintenance</i>				
521060	Power Operated Equipment	141	-	-	-
521080	Tool & Work Equipment	172,206	175,000	175,000	175,000
521100	Treatment Equipment	467	-	-	-
	<i>Total Maintenance</i>	172,814	175,000	175,000	175,000
	<i>Total Expenditure Classification</i>	9,672,994	12,083,500	11,776,075	12,878,752
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	2,418,200	3,020,900	2,767,093	3,219,700
	Water Allocation 75%	7,254,794	9,062,600	9,008,982	9,659,052
	<i>Total Funding Allocation</i>	9,672,994	12,083,500	11,776,075	12,878,752

Systems Repair & Maintenance

<u>Authorized Positions</u>	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Administrative Clerk	1	1	1	1
Asst. Systems Maintenance Supt.	1	-	-	-
Asst. Systems Repair Supt.	1	-	-	-
Asst Utility Maint Supt.	-	2	2	2
Customer Service Maintainer 1	3	3	3	3
Electrician 2	1	-	-	-
Equipment Operator 1	4	8	8	8
Gate Maintainer 1	2	-	-	-
Gate Maintainer 2	2	-	-	-
Gate Maintenance Crew Leader	1	-	-	-
Hydrant Maintainer 1	1	2	2	2
Hydrant Maintainer 2	2	1	1	1
Hydrant Maintenance Supervisor	1	-	-	-
Meter Maintenance Crew Leader	1	-	-	-
Meter Reader 1	2	2	2	2
Meter Reader 2	1	1	1	1
Meter Reading Crew Leader	1	1	1	1
Meter Supervisor	1	-	-	-
Senior Clerk	-	1	1	1
Senior Systems Repair Supervisor	1	-	-	-
Sr. Utility Maint. Crew Leader	1	3	1	1
Sr. Utility Maint. Supervisor	-	3	2	2
Sewer Maintenance Crew Leader	6	-	-	-
Sewer Maintenance Supervisor	1	-	-	-
Utility Maintenance Crew Leader	-	7	7	6
Utility Maintenance Supervisor	6	8	10	10
Utility Maintenance Superintendent	1	1	-	1
Utility Maintainer 1	16	14	13	13
Utility Maintainer 2	13	22	25	25
Utility Operations Shift Maintainer	2	2	1	1
Utility Sys. Monitoring Technician	1	-	-	-
Utility Svcs. Monitoring Technician 1	1	3	-	-
Utility Sys. Monitoring Technician 1	-	-	1	1
Utility Sys. Monitoring Technician 2	1	3	6	6
Total Authorized Positions	76	88	88	88

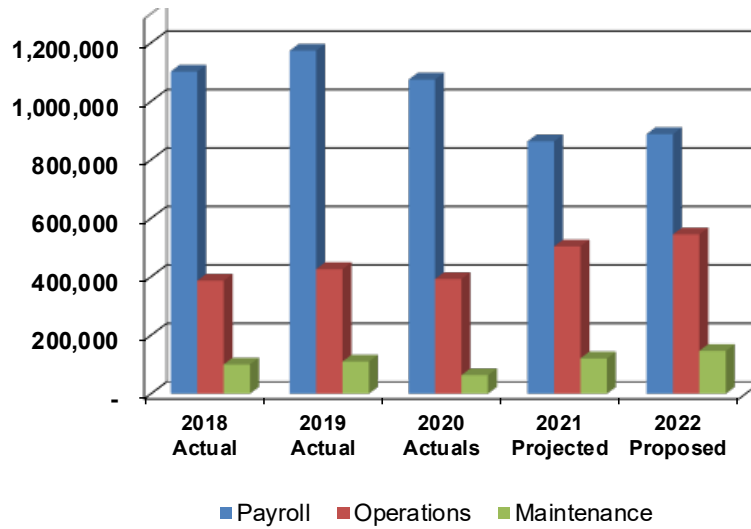
Laboratory Services

Administration
Operations

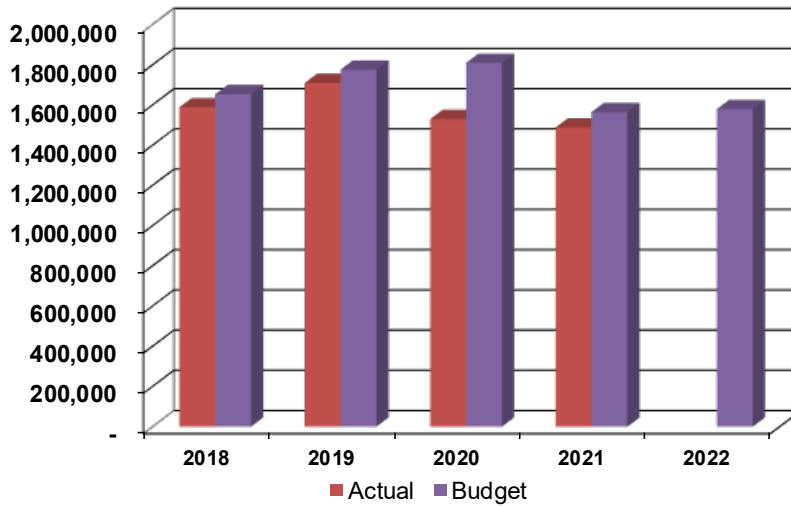


Laboratory Services

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Payroll	1,101,732	1,173,505	1,074,604	863,169	887,954
Operations	386,668	426,094	392,212	504,001	545,100
Maintenance	100,027	109,830	63,233	120,650	146,500
Total	1,588,427	1,709,429	1,530,049	1,487,820	1,579,554



	2018	2019	2020	2021	2022
Actual	1,588,427	1,709,429	1,530,049	1,487,820	
Budget	1,653,300	1,775,600	1,809,300	1,563,900	1,579,554
Variance	(64,873)	(66,171)	(279,251)	(76,080)	

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. The Laboratory Services Department conducts more than 140,000 physical chemical and bacteriological tests annually.

Budget Commentary

The Laboratory Services Department proposed budget for 2022 is \$1,579,554 an increase of \$15,654 or 1.0% above the 2021 adopted budget. Budget details regarding the activity and departments follow on the succeeding pages.

Laboratory Services

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	214,067	142,400	144,214	144,973
Operations	1,315,982	1,421,500	1,343,606	1,434,581
Total	1,530,049	1,563,900	1,487,820	1,579,554
<i>Summary by Major Object</i>				
Payroll				
Regular Pay	1,036,413	903,600	818,551	836,754
Overtime 100%	-	-	-	-
Overtime 150%	29,194	33,900	40,073	45,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	5,072	2,200	2,245	3,200
Longevity Pay	3,925	3,800	2,300	3,000
Total Payroll	1,074,604	943,500	863,169	887,954
Operations	392,212	479,400	504,001	545,100
Maintenance	63,233	141,000	120,650	146,500
Total Summary by Major Account	1,530,049	1,563,900	1,487,820	1,579,554
<i>Funding Allocation</i>				
Sewer Allocation 48%	734,500	750,700	674,620	758,200
Water Allocation 52%	795,549	813,200	813,200	821,354
Total Funding Allocation	1,530,049	1,563,900	1,487,820	1,579,554
<i>Authorized Positions</i>				
Administration	2	1	1	1
Operations	9	8	8	7
Total Authorized Positions	11	9	9	8

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 proposed budget for 2022 is \$144,973 an increase of \$2,573 above the expenditure level adopted for 2021.

Payroll: \$2,573

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

Operations: \$0

- The proposed budget is expected to be unchanged for 2022.

Maintenance: \$0

- The proposed budget is expected to be unchanged for 2022.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	211,162	130,400	130,339	133,598
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	750	1,200	575	575
	Total Payroll	211,912	131,600	130,914	134,173
<i>Operations</i>					
511070	Employee Reimbursement	389	-	-	-
511100	Seminars & Conventions	605	3,000	3,000	3,000
511220	Dues & Memberships	527	1,800	1,800	1,800
512840	Licenses & Registration	80	500	3,000	500
513010	Office Supplies	554	3,000	1,000	3,000
519100	Printing	-	1,000	1,500	1,000
	Total Operations	2,155	9,300	10,300	9,300
<i>Maintenance</i>					
521050	Office Furniture Equipment	-	1,500	3,000	1,500
	Total Maintenance	-	1,500	3,000	1,500
	Total Expenditure Classification	214,067	142,400	144,214	144,973
<i>Funding Allocation</i>					
	Sewer Allocation 48%	102,800	68,400	65,391	69,600
	Water Allocation 52%	111,267	74,000	78,823	75,373
	Total Funding Allocation	214,067	142,400	144,214	144,973
<i>Authorized Positions</i>					
	Manager of Lab Services	1	-	-	-
	WPC Laboratory Administrator	1	1	1	1
	Total Authorized Positions	2	1	1	1

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 are 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 proposed budget for 2022 is \$1,434,581 which is increasing by \$13,081 or 0.9% above the expenditure level adopted for 2021.

Payroll: (\$58,119)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by a decrease in headcount.
- *Overtime Pay* is increasing based on ongoing lab efforts to maintain drinking water standards during ongoing Operations water main projects. This expenditure is also increasing due to the reduction in headcount which results in the need of more coverage during after hour operations and scheduled time off requests for employees.
- *Longevity Pay* is decreasing based upon employee participation

Operations: \$65,700

- *Outside Services* are proposed to increased due to the need of outside contractors to support the maintenance and calibration of laboratory equipment.
- *Laboratory Supplies* are proposed to increase due to the cost of supplies increasing due to the scarce resources available due to the current supply chain shortage.

Maintenance: \$5,500

- *Laboratory Equipment* expenses are proposed to increase due to the cost of supplies increasing due to the scarce resources available due to the current supply chain shortage.

Laboratory Services

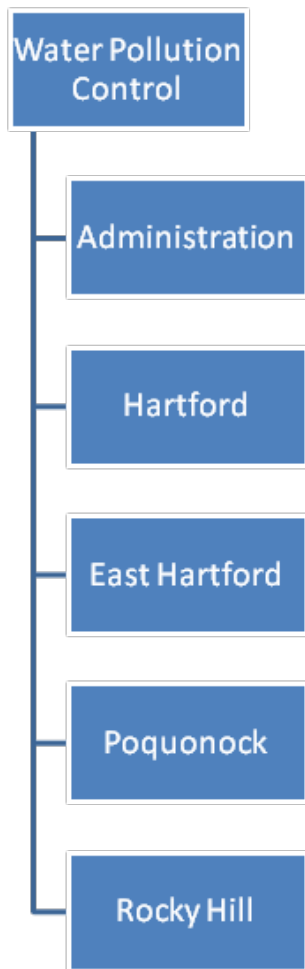
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Operations

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	825,251	773,200	688,212	703,156
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	29,194	33,900	40,073	45,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	5,072	2,200	2,245	3,200
501070	Longevity Pay	3,175	2,600	1,725	2,425
	Total Payroll	862,692	811,900	732,255	753,781
<i>Operations</i>					
511010	Clothing Allowance	2,740	3,000	3,000	2,000
511030	Meals Allowance	-	-	-	-
512080	Outside Services	36,000	50,000	60,000	60,000
512710	Outside Testing & Lab Services	161,876	225,800	232,701	225,800
513010	Office Supplies	4,899	-	-	-
513040	Laboratory Supplies	175,711	183,300	190,000	240,000
513080	Communication Equipment & Supplies	1,426	-	-	-
514030	Pest Control Services	7,405	8,000	8,000	8,000
	Total Operations	390,057	470,100	493,701	535,800
<i>Maintenance</i>					
513540	Tanks	-	5,000	-	5,000
521040	Laboratory Equipment	63,233	134,500	117,650	140,000
	Total Maintenance	63,233	139,500	117,650	145,000
Total Expenditure Classification		1,315,982	1,421,500	1,343,606	1,434,581
<i>Funding Allocation</i>					
	Sewer Allocation 48%	631,700	682,300	609,229	688,600
	Water Allocation 52%	684,282	739,200	734,377	745,981
	Total Funding Allocation	1,315,982	1,421,500	1,343,606	1,434,581
<i>Authorized Positions</i>					
	Chemist	2	2	2	2
	Laboratory Technician	3	3	3	2
	Microbiologist	2	1	1	1
	Water Treatment Plant Operator	1	1	1	1
	WPC Process Analyst	1	1	1	1
	Total Authorized Positions	9	8	8	7

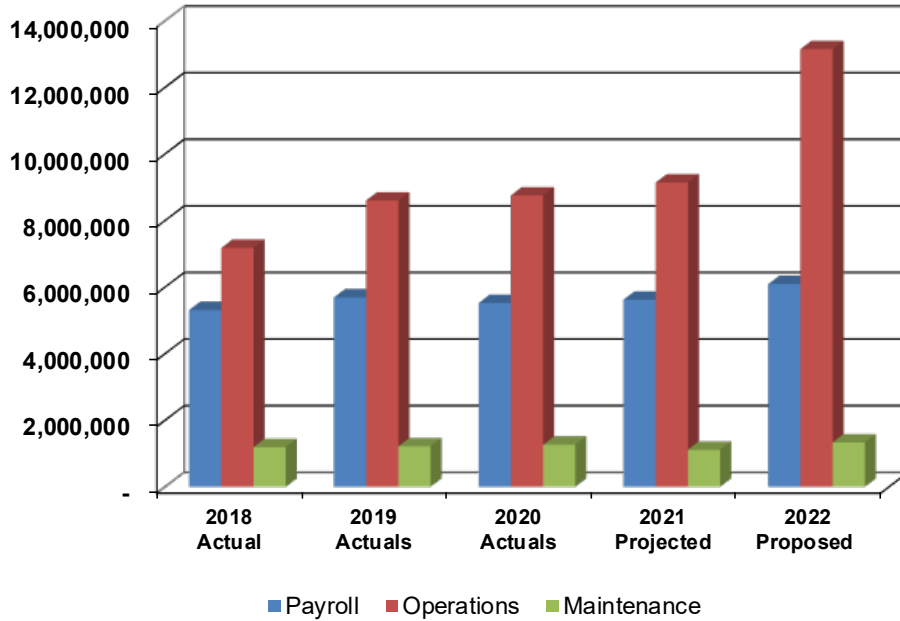
Water Pollution Control

Administration
Hartford
East Hartford
Poquonock
Rocky Hill

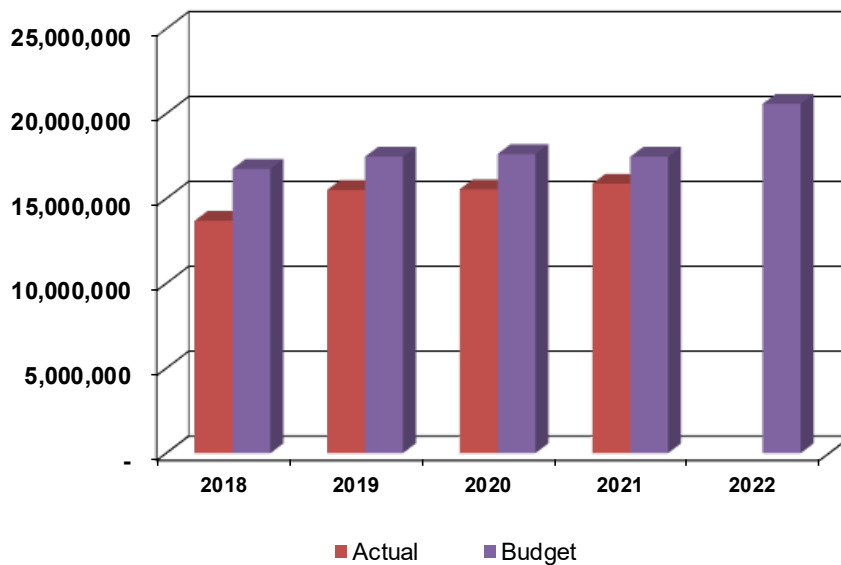


Water Pollution Control

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Payroll	5,310,772	5,688,983	5,520,739	5,616,950	6,091,032
Operations	7,176,253	8,598,017	8,752,647	9,140,463	13,146,370
Maintenance	1,195,817	1,216,497	1,265,042	1,113,000	1,335,600
Total	13,682,842	15,503,497	15,538,428	15,870,413	20,573,002



	2018	2019	2020	2021	2022
Actual	13,682,842	15,503,497	15,538,428	15,870,413	
Budget	16,744,100	17,462,200	17,616,800	17,456,700	20,573,002
Variance	(3,061,258)	(1,958,703)	(2,078,372)	(1,586,287)	

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). Water pollution control, or wastewater treatment, is one of the most important yet often overlooked environmental services provided by the MDC.

Budget Commentary

The proposed 2022 budget for the WPC Administration and Water Pollution Control Facilities are \$20,573,002 which is more than the 2021 adopted budget by \$3,116,302 or 17.9%. Budget details regarding the activity and departments are provided on succeeding pages.

Water Pollution Control

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Summary by Activity</u>				
Administration	339,046	438,700	436,664	547,152
Hartford	12,179,347	13,531,400	12,413,294	16,194,038
East Hartford	1,172,084	1,290,300	1,104,567	1,475,388
Poquonock	868,172	1,018,500	910,108	1,065,009
Rocky Hill	979,779	1,177,800	1,005,780	1,291,415
Total Summary by Activity	15,538,428	17,456,700	15,870,413	20,573,002
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,977,415	5,287,200	5,033,802	5,400,807
Overtime 100%	-	-	-	-
Overtime 150%	306,225	390,000	339,523	391,000
Overtime 200%	111,937	181,500	119,568	176,000
Temporary	-	-	-	-
Standby/Premium	122,737	119,300	121,407	120,300
Longevity	2,425	2,700	2,650	2,925
Total Payroll	5,520,739	5,980,700	5,616,950	6,091,032
Operations	8,752,804	10,154,900	9,145,963	13,155,370
Maintenance	1,264,885	1,321,100	1,107,500	1,326,600
Summary by Major Account	15,538,428	17,456,700	15,870,413	20,573,002
<u>Funding Allocation</u>				
Sewer Allocation 100%	15,538,428	17,456,700	15,870,413	20,573,002
Water Allocation 0%	-	-	-	-
Total Funding Allocation	15,538,428	17,456,700	15,870,413	20,573,002
<u>Authorized Positions</u>				
Administration	1	1	1	1
Hartford	44	43	43	43
East Hartford	5	5	5	5
Poquonock	4	4	4	4
Rocky Hill	5	5	5	5
	59	58	58	58

Administration**Description**

The Water Pollution Control Administration department is responsible for overseeing the four WPC Facilities in the District. This department consists of the Manager of WPC who has an essential role in overseeing the daily activities of the facilities. This department plays a major role in maintaining the sludge and septage sales contracts as well as managing the Capital Improvement Projects for the East Hartford, Hartford, Poquonock and Rocky Hill facilities.

Budget Commentary

The Water Pollution Control Administration proposed budget for 2022 is \$547,152 which is an increase of \$108,452 or 24.7% above the level approved for 2021.

Payroll: \$14,232

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

Operations: \$94,220

- *Dues & Memberships* will increase due to increase in membership fees.
- *Permits* will increase to support expenditures related to Consent Decree anticipated penalty fees.
- *Outside Testing & Lab Services* will increase to support expenditures related incinerator testing for Consent Decree.

Administration

Commitment Item	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>				
501010 Regular Pay	156,047	169,900	171,814	184,182
501030 Overtime 100%	-	-	-	-
501040 Overtime 150%	-	-	-	-
501050 Overtime 200%	-	-	-	-
501020 Temporary Pay	-	-	-	-
501060 Standby & Premium Pay	-	-	-	-
501070 Longevity Pay	350	400	350	350
<i>Total Payroll</i>	156,397	170,300	172,164	184,532
<i>Operations</i>				
511070 Employee Reimbursement	19	-	-	-
511100 Seminars & Conventions	4,930	8,000	500	8,000
511120 Meeting Expenses	614	1,200	1,000	1,200
511210 Books & Periodicals	60	1,000	300	1,000
511220 Dues & Memberships	2,359	2,000	3,400	2,900
512080 Outside Services	7,756	-	-	-
512310 Permits	74,224	120,000	119,000	168,000
512710 Outside Testing & Lab Services	89,522	135,000	140,000	180,320
512840 Licenses & Registration	2,526	500	200	500
513010 Office Supplies	657	500	100	500
519020 Postage	6	-	-	-
519100 Printing	-	200	-	200
521100 Treatment Equipment	(24)	-	-	-
<i>Total Operations</i>	182,649	268,400	264,500	362,620
<i>Total Expenditure Classification</i>	339,046	438,700	436,664	547,152
<i>Funding Allocation</i>				
Sewer Allocation 100%	339,046	438,700	436,664	547,152
Water Allocation 0%	-	-	-	-
<i>Total Funding Allocation</i>	339,046	438,700	436,664	547,152
<i>Authorized Positions</i>				
Manager of WPC	1	1	1	1
<i>Total Authorized Positions</i>	1	1	1	1

Hartford**Description**

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

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

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

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

Budget Commentary

The proposed 2022 budget for Water Pollution Control, Hartford, totals \$16,194,038, which is an increase from the level adopted in 2021 by \$2,662,638 or 19.7%.

Payroll: \$63,088

- *Regular Pay* and *Overtime* includes increments and cost-of-living increases for eligible employees, offset by a decrease in headcount.
- *Standby & Premium Pay* includes increase in reference to increase in *Overtime*.

Operations: \$2,611,550

- *Incinerator Ash Disposal, Polymers, Electricity, Fuel* are increasing due to a new higher contract pricing and increase usage in Natural Gas.
- *Aluminum Sulfate* and *Chlorine* are increasing due to an anticipated increase in chemical costs, offset by a decrease in *Water Treatment Chemicals*, among other various items.
- *Materials from Stock* is increasing based on historical spending.

Maintenance: (\$12,000)

- *Treatment Equipment* is decreasing based on historical spending.

Hartford

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Payroll</u>					
501010	Regular Pay	3,595,636	3,836,500	3,580,431	3,891,588
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	225,602	300,000	259,710	304,000
501050	Overtime 200%	100,927	125,000	104,576	128,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	108,037	104,000	107,014	105,000
501070	Longevity Pay	975	1,200	1,200	1,200
	Total Payroll	4,031,177	4,366,700	4,052,931	4,429,788
<u>Operations</u>					
511010	Clothing Allowance	41,771	39,700	35,000	41,300
511030	Meals Allowance	1,460	2,200	1,000	2,200
511050	Employee Education Program	2,893	-	-	-
511070	Employee Reimbursement	226	-	-	-
511250	Other Additional Taxable Comper	3,351	-	-	-
512030	Construction Litigation Legal Ser	-	-	298,000	-
512050	Custodial Services	3,832	11,000	3,000	8,300
512060	Police Services	880	-	-	-
512080	Outside Services	79,502	76,500	60,000	77,000
512310	Permits	30	-	-	-
512400	Disposal/Removal Fees	118,569	160,000	130,000	122,000
512410	Refuse Collection & Disposal	25,819	38,000	16,300	38,000
512420	Incinerator Ash Disposal	620,527	692,000	630,000	726,000
512850	DEEP Nitrogen Credits	780,823	750,000	481,000	575,200
513010	Office Supplies	6,667	5,800	5,700	5,800
513020	Janitorial Supplies	10,987	11,000	1,100	11,000
513080	Communication Equipment & Sup	-	4,000	5,600	4,000
513120	Safety Supplies	835	-	-	-
513140	Electrical Supplies	848	3,700	900	3,700
513160	Chemical/Oil Spill Supplies	-	2,000	500	2,000
513400	Small Tools & Equipment	2,668	4,100	4,600	4,100
513410	Asphalt Products	2,424	-	-	-
513690	Materials From Stock	714,317	710,000	752,000	740,000
513710	Fuel	879,477	974,000	1,000,000	2,459,250
513740	Oil & Lubricants	8,121	5,000	2,000	4,000
514010	Electricity	3,270,664	3,750,000	3,116,658	4,532,400
515010	Aluminum Sulfate	9,375	15,000	85,000	82,500
515030	Chlorine	42,742	35,700	27,400	36,500
515060	Sodium Hypochlorite	-	-	16,100	-
515080	Polymers	507,694	700,000	852,000	1,200,000
515140	Water Treatment Chemicals	15,264	104,000	26,800	36,000
515320	Odor Control Chemicals	14,136	26,000	20,800	27,000
519010	Freight & Express	293	-	-	-
519100	Printing	1,054	1,000	900	1,000
521070	Pump Station Equipment	3	-	-	-
523120	Construction Equipment Rental	55	-	-	-
523140	Other Equipment Rental	3,144	46,000	4,205	39,000
	Total Operations	7,170,451	8,166,700	7,576,563	10,778,250
<u>Maintenance</u>					
521010	Land Equipment	40	-	-	-
521080	Tool & Work Equipment	8,277	6,000	3,800	6,000
521100	Treatment Equipment	968,997	992,000	780,000	980,000
521110	Stationary Power Equipment	429	-	-	-
522010	Facilities R&M	(24)	-	-	-
	Total Maintenance	977,719	998,000	783,800	986,000
	Total Expenditure Classification	12,179,347	13,531,400	12,413,294	16,194,038
<u>Funding Allocation</u>					
	Sewer Allocation 100%	12,179,347	13,531,400	12,413,294	16,194,038
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	12,179,347	13,531,400	12,413,294	16,194,038

Hartford

<u>Authorized Positions</u>	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Assistant WPC Superintendent	1	1	1	1
Administrative Clerk	1	1	1	1
WPC Crew Leader 1	5	5	6	5
WPC Crew Leader 2	7	7	7	7
WPC Plant Operator 2	25	25	24	25
WPC Supervisor	4	4	4	4
WPC Plant Superintendent	1	-	-	-
<i>Total Authorized Positions</i>	44	43	43	43

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 proposed budget for 2022 is \$1,475,388, which is above the level adopted in 2021 by \$185,088 or 14.3%.

Payroll: \$13,838

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

Operations: \$149,250

- *Disposal/Removal Fees* are increasing due to high flows and an increase in the amount of grit being removed.
- *Diesel Fuel, Electricity, Natural/Industrial Gas, Sodium Hypochlorite and Sodium Bisulfite* expenditures are increasing due to a new and higher contract pricing.
- *Materials from Stock's* increase is due to reclassification of *Oil & Lubricants*.

Maintenance: \$22,000

- There is an expected increase in expenditures for *Treatment Equipment* due to maintenance repairs due in 2022.

Water Pollution Control

2220010030

East Hartford

<u>Authorized Positions</u>	<u>2020 Actuals</u>	<u>2021 Adopted</u>	<u>2021 Projected</u>	<u>2022 Proposed</u>
WPC Crew Leader 1	1	1	1	1
WPC Plant Operator 2	3	3	3	3
WPC Supervisor	1	1	1	1
<i>Total Authorized Positions</i>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

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 proposed budget for 2022 is \$1,065,009, which is \$46,509 or 4.6% above the level adopted for 2021.

Payroll: \$12,559

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

Operations: \$38,450

- *Outside Services* expenditure has been removed based on historic spend.
- *Fuel, Electricity and Water Treatment Chemicals* expenditures are increasing due to a new and higher contract pricing.
- *DEEP Nitrogen Credit Program* expenses are unchanged for 2022.

Maintenance: (\$4,500)

- There is an expected decrease in expenditures for *Treatment Equipment* in 2022 based on historical spending.

Poquonock

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Payroll</u>					
501010	Regular Pay	346,447	375,400	375,544	384,934
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	28,144	25,000	43,378	32,000
501050	Overtime 200%	4,489	20,000	5,758	16,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	4,875	5,100	4,703	5,100
501070	Longevity Pay	825	800	825	825
	Total Payroll	384,780	426,300	430,208	438,859
<u>Operations</u>					
511010	Clothing Allowance	2,076	2,700	1,700	2,700
511030	Meals Allowance	-	200	100	200
512050	Custodial Services	502	-	100	-
512080	Outside Services	50	2,000	500	-
512230	Environmental Professional Fees	5,288	-	-	-
512400	Disposal/Removal Fees	13,842	16,000	11,000	16,000
512410	Refuse Collection & Disposal	1,057	2,000	1,100	3,500
512430	Sludge Removal	22,400	40,000	34,000	42,800
512850	DEEP Nitrogen Credits	191,792	250,000	108,000	250,000
513010	Office Supplies	1,353	2,500	3,000	2,500
513020	Janitorial Supplies	200	-	-	-
513120	Safety Supplies	1,029	-	-	-
513400	Small Tools & Equipment	198	-	-	-
513690	Materials From Stock	11,628	15,500	27,000	19,500
513710	Fuel	4,382	9,200	11,000	12,750
513740	Oil & Lubricants	2,252	3,700	1,000	3,700
514010	Electricity	41,265	50,300	44,600	72,000
515040	Polyaluminum Chloride	47,902	-	63,400	-
515060	Sodium Hypochlorite	5,686	-	9,200	-
515110	Sodium Bisulfite	5,112	-	12,700	-
515140	Water Treatment Chemicals	-	80,600	5,000	89,000
521020	Safety Equipment	-	3,500	1,500	2,000
	Total Operations	358,014	478,200	334,900	516,650
<u>Maintenance</u>					
521070	Pump Station Equipment	55	-	-	-
521080	Tool & Work Equipment	5,238	-	-	-
521100	Treatment Equipment	120,069	114,000	145,000	109,500
522010	Facilities R&M	16	-	-	-
	Total Maintenance	125,378	114,000	145,000	109,500
	Total Expenditure Classification	868,172	1,018,500	910,108	1,065,009
<u>Funding Allocation</u>					
	Sewer Allocation 100%	868,172	1,018,500	910,108	1,065,009
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	868,172	1,018,500	910,108	1,065,009
<u>Authorized Positions</u>					
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator 2	2	2	2	2
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	4	4	4	4

Rocky Hill**Description**

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

Budget Commentary

The Rocky Hill proposed 2022 budget is \$1,291,415 which is \$113,615 or 9.6% above the expenditure level adopted for 2021.

Payroll: \$6,615

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime* has decreased based on lower anticipated need.
- *Longevity Pay* has increased as a result of employee participation.

Operations: \$14,000

- *Diesel Fuel and Chlorine* expenditures are increasing due to increase in commodity cost. While *Natural/Industrial Gas* allotment is decreasing due to account reclassification.
- *Electricity* is increasing due to a new and higher contract pricing.

Maintenance: \$0

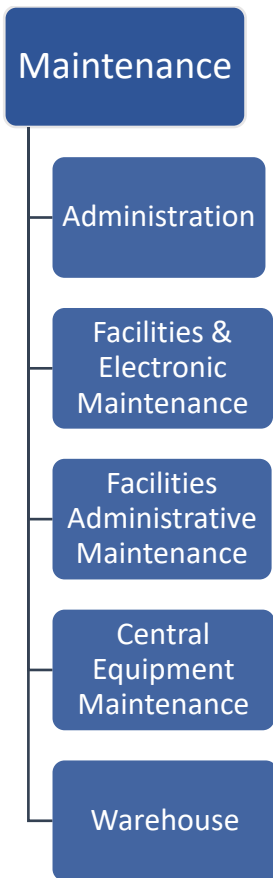
- No change in the budget for 2022.

Rocky Hill

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	433,587	449,400	458,368	470,740
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	27,627	40,000	12,806	30,000
501050	Overtime 200%	1,409	15,000	1,219	10,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	4,875	5,100	4,987	5,100
501070	Longevity Pay	-	-	-	275
	<i>Total Payroll</i>	467,498	509,500	477,380	516,115
	<i>Operations</i>				
511010	Clothing Allowance	3,289	3,300	1,600	3,300
511030	Meals Allowance	-	200	100	200
511050	Employee Education Program	93	-	-	-
511070	Employee Reimbursement	111	-	500	-
512050	Custodial Services	1,049	4,000	1,000	2,000
512080	Outside Services	15,900	400	-	400
512400	Disposal/Removal Fees	12,265	17,800	14,000	17,800
512410	Refuse Collection & Disposal	1,050	2,000	1,000	2,000
512710	Outside Testing & Lab Services	-	1,000	500	1,000
512850	DEEP Nitrogen Credits	-	20,000	-	20,000
513010	Office Supplies	1,725	1,800	1,200	1,800
513020	Janitorial Supplies	255	3,000	200	3,000
513120	Safety Supplies	2,085	-	-	-
513400	Small Tools & Equipment	698	2,500	500	2,500
513690	Materials From Stock	25,682	25,000	20,000	25,000
513710	Fuel	9,002	-	-	-
513720	Diesel Fuel	-	5,000	15,500	21,000
513740	Oil & Lubricants	-	4,000	1,000	3,000
514010	Electricity	350,089	450,000	391,400	558,000
514020	Natural/Industrial Gas	-	15,000	-	-
515030	Chlorine	8,079	14,000	21,100	15,000
521020	Safety Equipment	-	3,000	400	3,000
	<i>Total Operations</i>	431,372	572,000	470,000	679,000
	<i>Maintenance</i>				
521070	Pump Station Equipment	26	-	-	-
521080	Tool & Work Equipment	1,645	3,300	1,000	3,300
521100	Treatment Equipment	73,505	93,000	57,400	93,000
522010	Facilities R&M	5,733	-	-	-
	<i>Total Maintenance</i>	80,909	96,300	58,400	96,300
	<i>Total Expenditure Classification</i>	979,779	1,177,800	1,005,780	1,291,415
	<i>Funding Allocation</i>				
	Sewer Allocation 100%	979,779	1,177,800	1,005,780	1,291,415
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	979,779	1,177,800	1,005,780	1,291,415
	<i>Authorized Positions</i>				
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator 2	3	3	3	3
	WPC Satellite Plant Supervisor	1	1	1	1
	<i>Total Authorized Positions</i>	5	5	5	5

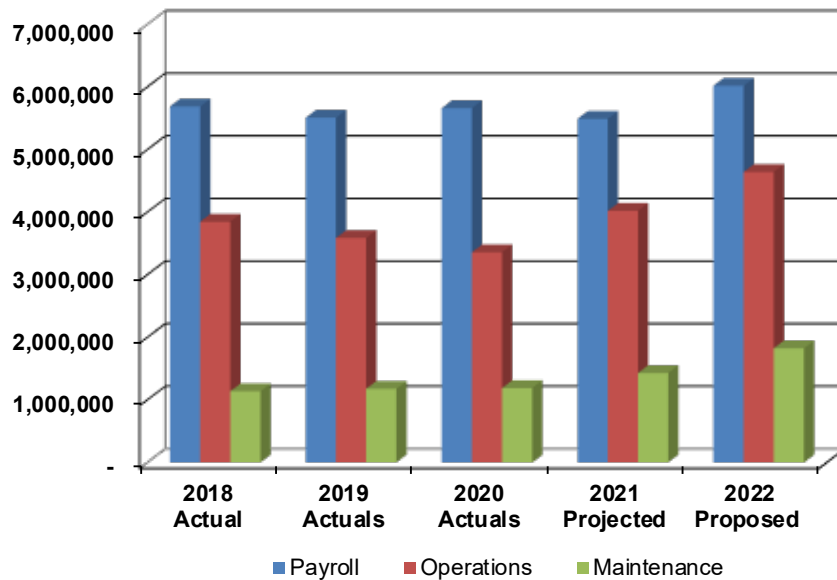
Maintenance

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

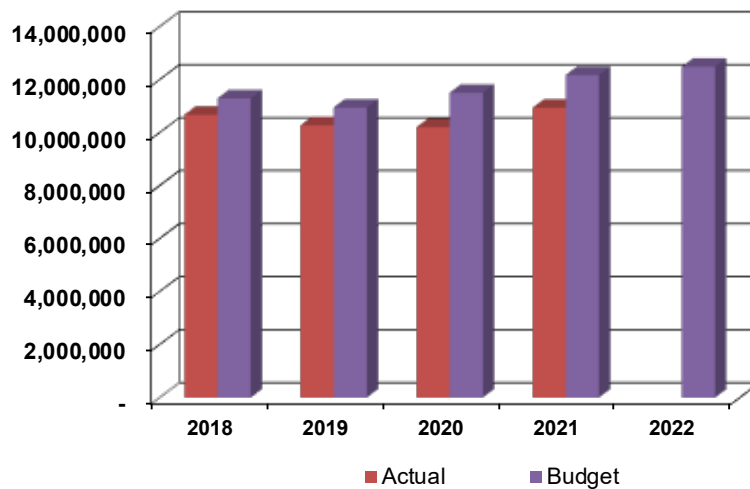


Maintenance

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Payroll	5,687,877	5,508,162	5,660,010	5,490,307	6,018,591
Operations	3,847,098	3,587,907	3,357,718	4,020,415	4,641,590
Maintenance	1,138,365	1,177,773	1,190,151	1,429,951	1,825,100
Total	10,673,340	10,273,842	10,207,879	10,940,673	12,485,281



	2018	2019	2020	2021	2022
Actual	10,673,340	10,273,842	10,207,879	10,940,673	
Budget	11,289,600	10,946,200	11,502,600	12,177,200	12,485,281
Variance	(616,260)	(672,358)	(1,294,721)	(1,236,527)	

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 proposed budget for 2022 is \$12,485,281, which is \$308,081 or 2.53% above the expenditure level adopted for 2021 in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages

Maintenance

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	175,705	278,200	102,036	258,505
Facilities and Electronic Maintenance	4,913,149	5,587,300	5,155,218	5,597,963
Administrative Facilities Maintenance	1,458,906	1,671,000	1,522,762	1,791,140
Central Equipment Maintenance	2,981,716	3,823,900	3,437,802	4,061,241
Warehouse	678,403	816,800	722,855	776,432
<i>Total Summary by Activity</i>	10,207,879	12,177,200	10,940,673	12,485,281
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	4,896,726	5,485,200	4,667,688	5,225,866
Overtime 100%	-	-	-	-
Overtime 150%	600,410	660,000	658,214	603,000
Overtime 200%	112,858	80,000	115,010	140,000
Temporary Help	-	-	-	-
Standby & Premium Pay	42,991	44,600	43,695	44,600
Longevity Pay	7,025	6,400	5,700	5,125
<i>Total Payroll</i>	5,660,010	6,276,200	5,490,307	6,018,591
Operations	3,373,160	4,281,000	4,035,167	4,666,590
Maintenance	1,174,709	1,620,000	1,415,199	1,800,100
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	10,207,879	12,177,200	10,940,673	12,485,281
<i>Funding Allocation</i>				
Sewer Allocation 49%	5,001,800	5,966,800	4,896,082	6,117,900
Water Allocation 51%	5,206,079	6,210,400	6,044,591	6,367,381
<i>Total Funding Allocation</i>	10,207,879	12,177,200	10,940,673	12,485,281
<i>Authorized Positions</i>				
Administration	2	2	1	2
Facilities and Electronic Maintenance	34	34	29	31
Central Equipment Maintenance	14	14	14	14
Warehouse	7	8	7	7
<i>Total Authorized Positions</i>	57	58	51	54

Administration**Description**

The Manager of Maintenance is responsible for the planning and scheduling of the preventive maintenance for, as well as the repair of, equipment, vehicles and District-wide structures. The Maintenance Administration unit is staffed by the Manager of Maintenance and an Admin Clerk who is responsible for all clerical duties in the Maintenance Department.

Budget Commentary

The Maintenance Administration proposed budget for 2022 is \$258,505. This is a decrease of \$19,695 or 7.08% from the expenditure level adopted for 2021.

Payroll: (\$19,695)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime Pay* is being funded in order to support administrative duties needed after hours.

Operations: \$0

- The proposed budget is expected to be unchanged for 2022.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	164,091	262,500	80,508	239,805
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	5,396	-	8,803	3,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	175	-	-	-
	<i>Total Payroll</i>	169,662	262,500	89,311	242,805
	<i>Operations</i>				
511010	Clothing Allowance	325	300	325	300
511100	Seminars & Conventions	1,250	2,000	2,000	2,000
511120	Meeting Expenses	388	900	900	900
511210	Books & Periodicals	-	500	500	500
511220	Dues & Memberships	-	1,000	1,000	1,000
512070	Consultant Services	-	5,000	5,000	5,000
513010	Office Supplies	4,080	6,000	3,000	6,000
	<i>Total Operations</i>	6,043	15,700	12,725	15,700
	<i>Total Expenditure Classification</i>	175,705	278,200	102,036	258,505
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	86,100	136,300	45,662	126,700
	Water Allocation 51%	89,605	141,900	56,374	131,805
	<i>Total Funding Allocation</i>	175,705	278,200	102,036	258,505
	<i>Authorized Positions</i>				
	Manager of Maintenance	1	1	-	1
	Administrative Clerk	1	1	1	1
	<i>Total Authorized Positions</i>	2	2	1	2

Facilities & Electronic Maintenance**Description**

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

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

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

Budget Commentary

The Facilities and Electronic Maintenance proposed 2022 budget is \$5,597,963, which has increased by \$10,663 or 0.2% below the expenditure level adopted for 2021.

Payroll: (\$213,037)

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees in 2022 offset, by the reduction of three positions.
- *Longevity Pay* has decreased based upon employee participation.

Operations: \$209,200

- *Safety Supplies* expenditure will increase due to aging supplies that will need to be replaced.
- *Clothing Allowance* has increased due to the rising costs of uniform cleaning and supply chain prices for the purchase of new uniforms.
- *Ground Care* expenses are due to increase based upon the contractual agreement.
- *Communication Equipment & Supplies* expenditure will increase due to wear and tear on current supplies. Maintenance will begin updating the outdated communication supplies to ensure our systems are up to date with the current technology to improve our electrical maintenance systems.
- *Small Tools & Equipment* costs will increase due to the replacement of aging tools.
- *Electricity and Fuel* are anticipated to increase based on commodity pricing.

Facilities & Electronic Maintenance

Maintenance: \$14,500

- *Information Systems R&M* will increase based upon Software support contractual increase for maintenance of SCADA, ACP Thinmanager, ABToolkit Tech, FT Sever and GE Global Care systems.

Maintenance

2240010020

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	2,829,190	3,184,600	2,632,261	2,972,838
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	464,345	500,000	525,532	450,000
501050	Overtime 200%	88,375	50,000	83,249	100,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	34,680	35,000	35,421	35,000
501070	Longevity Pay	4,850	4,400	3,700	3,125
	Total Payroll	3,421,440	3,774,000	3,280,163	3,560,963
	<i>Operations</i>				
511010	Clothing Allowance	28,537	29,000	29,000	32,500
511030	Meals Allowance	2,096	4,000	4,000	4,000
512080	Outside Services	-	150,000	150,000	150,000
512350	Ground Care	224,150	268,300	268,300	270,500
512410	Refuse Collection & Disposal	3,585	4,000	4,500	4,500
513010	Office Supplies	3,864	6,000	6,000	6,000
513080	Communication Equipment & Supplies	8,373	8,000	10,200	10,000
513120	Safety Supplies	12,511	9,000	22,629	15,000
513140	Electrical Supplies	24,346	20,000	20,000	20,000
513160	Chemical/Oil Spill Supplies	675	1,000	600	1,000
513400	Small Tools & Equipment	16,246	18,000	18,597	23,000
513430	Rock Sand & Dirt	-	2,000	2,000	2,000
513690	Materials From Stock	39,363	80,000	84,019	80,000
513710	Fuel	34,615	62,000	63,000	80,000
514010	Electricity	688,890	680,000	710,000	852,000
515310	Fertilizer & Weed Control Chemicals	-	1,000	1,000	1,000
515320	Odor Control Chemicals	-	1,000	1,000	1,000
523140	Other Equipment Rental	642	15,000	15,000	15,000
	Total Operations	1,087,893	1,358,300	1,409,845	1,567,500
	<i>Maintenance</i>				
513540	Tanks	-	12,000	10,610	12,000
521020	Safety Equipment	9,271	22,500	22,757	22,500
521070	Pump Station Equipment	89,401	100,000	102,333	100,000
521080	Tool & Work Equipment	34,227	17,000	21,129	17,000
521100	Treatment Equipment	8,314	-	2,381	-
521010	Land Equipment	70	-	-	-
522010	Facilities R&M	127,996	150,000	150,000	150,000
522030	Information System R&M	134,537	153,500	156,000	168,000
	Total Maintenance	403,816	455,000	465,210	469,500
	Total Expenditure Classification	4,913,149	5,587,300	5,155,218	5,597,963
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	2,407,400	2,737,800	2,307,022	2,743,000
	Water Allocation 51%	2,505,749	2,849,500	2,848,196	2,854,963
	Total Funding Allocation	4,913,149	5,587,300	5,155,218	5,597,963

Maintenance**2240010020****Facilities & Electronic Maintenance**

Authorized Positions	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Asst Facility Maintenance Superintendent	1	1	-	-
Building and Grounds Maintainer	1	1	-	-
Carpenter	1	1	-	-
Electrical Maint Supervisor	1	1	1	1
Electronic Technician	3	3	3	6
Electronic Technician 2	7	7	5	4
Facilities Maintainer	1	1	1	-
Facilities Maintainer Crew Leader	1	1	1	1
Facility Maintainer 1	5	5	2	3
Facility Maintenance Supervisor 1	1	1	1	1
Facility Maintenance Superintendent	-	-	1	1
Machinist/Maint. Mechanic	1	1	-	-
Machinist/Maint. Mechanic 2	8	8	11	11
Maintenance Crew Leader	1	1	-	-
Plant Maintainer	1	1	1	1
Plant & Pump Station Maint Supervisor	1	1	1	1
Senior Electronic Technician	-	-	1	1
<i>Total Authorized Positions</i>	34	34	29	31

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 proposed 2022 budget for the Administrative Facilities is increased \$1,791,140 or 7.2% above the expenditure level adopted for 2021.

Operations: \$120,140

- *Custodial Services* expenditures have increased the upcoming year due to the contractual price increase in our cleaning contract for all District facilities.
- *Janitorial Supplies* are decreasing due to historical spend and contractual agreement with our cleaning services provider to provide the essential supplies needed for their services.
- *Electricity* and *Fuel* are anticipated to increase based on commodity pricing.

Maintenance: \$0

- There are no proposed changes to the 2022 Maintenance expenditures

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
511250	Other Additional Taxable Compensation	3,500	-	-	-
512050	Custodial Services	372,120	400,000	400,000	424,840
512080	Outside Services	13,600	11,000	11,000	11,000
512090	Security Services	180	10,000	-	10,000
512410	Refuse Collection & Disposal	35,586	68,000	68,000	68,000
513010	Office Supplies	558	-	-	-
513020	Janitorial Supplies	50,250	160,000	353	125,400
513080	Communication Equipment & Supplies	110	-	-	-
513120	Safety Supplies	889	-	-	-
513140	Electrical Supplies	118	-	-	-
513400	Small Tools & Equipment	525	-	-	-
513690	Materials From Stock	588	10,000	10,000	10,000
513710	Fuel	110,744	120,000	125,000	154,500
513770	Auto Parts	405	-	-	-
514010	Electricity	417,511	440,000	440,000	535,400
514050	Heating & Air Conditioning	276,679	285,000	285,000	285,000
	<i>Total Operations</i>	1,283,363	1,504,000	1,339,353	1,624,140
	<i>Maintenance</i>				
521080	Tool & Work Equipment	2,364	-	-	-
521020	Safety Equipment	147	-	-	-
522010	Facilities R&M	173,032	167,000	183,409	167,000
	<i>Total Maintenance</i>	175,543	167,000	183,409	167,000
	<i>Total Expenditure Classification</i>	1,458,906	1,671,000	1,522,762	1,791,140
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	714,900	818,800	681,454	877,700
	Water Allocation 51%	744,006	852,200	841,308	913,440
	<i>Total Funding Allocation</i>	1,458,906	1,671,000	1,522,762	1,791,140

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 proposed budget for 2022 is \$4,061,241, which is above the 2021 approved level by \$237,341 or 6.2%.

Payroll: \$40,491

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

Operations: \$31,250

- *Fuel* expenditures are expected to change for 2022 due to the national increase in fuel prices directly related to the current supply chain shortage.
- *Natural/Industrial Gas* prices are increasing due to the current commodity rates set by our vendors.
- *Electricity* expenditures are set to increase due to the supply rate increase set by Eversource.

Maintenance: \$165,600

- *Transportation Equipment, Power Operated Equipment and Tool and Work Equipment* pricing has increased, according to our suppliers the pricing increase is directly related to the extended lead times and shortage of raw materials. All of our suppliers have gone up on their commodity rates.
-

Central Equipment Maintenance

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	1,313,634	1,359,300	1,330,553	1,399,791
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	76,625	70,000	76,575	60,000
501050	Overtime 200%	7,605	10,000	2,140	20,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	450	800	459	800
501070	Longevity Pay	2,000	2,000	2,000	2,000
	Total Payroll	1,400,314	1,442,100	1,411,727	1,482,591
<i>Operations</i>					
511010	Clothing Allowance	10,419	18,000	18,000	18,000
511030	Meals Allowance	-	300	300	300
511120	Meeting Expenses	164	1,000	-	1,000
511220	Dues & Memberships	-	1,000	279	1,000
512060	Police Services	69	-	-	-
512070	Consultant Services	149,243	90,000	86,925	90,000
512080	Outside Services	55,071	-	-	-
512090	Security Services	5,722	6,500	5,631	6,500
512310	Permits	25	2,500	514	2,500
512410	Refuse Collection & Disposal	10,753	15,000	15,000	15,000
513010	Office Supplies	3,046	3,000	3,000	3,000
513020	Janitorial Supplies	-	-	-	-
513090	Shop Supplies	7,033	-	100	-
513120	Safety Supplies	11,067	-	1,527	-
513140	Electrical Supplies	162	3,300	620	3,300
513400	Small Tools & Equipment	17,278	18,000	18,000	18,000
513440	Electrical Materials	-	-	22	-
513450	Hardware	3,360	-	6,132	-
513460	Iron & Steel	1,933	-	4,552	-
513690	Materials From Stock	230,841	300,000	244,413	300,000
513710	Fuel	19,901	30,000	29,100	37,500
513720	Diesel Fuel	174,876	400,000	400,000	400,000
513730	Gasoline	169,294	300,000	300,000	300,000
513740	Oil & Lubricants	642	-	2,300	-
513770	Auto Parts	16,247	-	15,666	-
513780	Tires & Tubes	803	-	2,500	-
514010	Electricity	38,755	75,000	43,642	90,000
514020	Natural/Industrial Gas	14,232	35,000	9,135	43,750
514030	Propane Gas	962	10,000	5,250	10,000
514060	Garbage	-	-	688	-
515330	Wash-Bay Chemicals	22,197	40,000	21,867	40,000
521020	Safety Equipment	15,442	25,000	14,735	25,000
521190	Infrastructure Equip/Licenses	-	-	17	-
523140	Other Equipment Rental	6,515	10,200	9,580	10,200
	Total Operations	986,052	1,383,800	1,259,495	1,415,050
<i>Maintenance</i>					
521060	Power Operated Equipment	199,506	220,000	144,121	264,000
521070	Pump Station Equipment	113	-	-	-
521080	Tool & Work Equipment	109,210	187,000	167,255	224,400
521090	Transportation Equipment	274,339	421,000	385,623	505,200
521110	Stationary Power Equipment	-	60,000	-	60,000
521100	Treatment Equipment	65	-	44	-
522010	Facilities R&M	12,117	110,000	69,537	110,000
	Total Maintenance	595,350	998,000	766,580	1,163,600
	Total Expenditure Classification	2,981,716	3,823,900	3,437,802	4,061,241
<i>Funding Allocation</i>					
	Sewer Allocation 49%	1,461,000	1,873,700	1,538,458	1,990,000
	Water Allocation 51%	1,520,716	1,950,200	1,899,344	2,071,241
	Total Funding Allocation	2,981,716	3,823,900	3,437,802	4,061,241

Central Equipment Maintenance

Authorized Positions	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Administrative Assistant	1	1	1	1
Equipment Fabricator	1	1	1	1
Fleet Supervisor	1	1	1	1
Fleet Superintendent	1	1	1	1
Vehicle and Equip. Mechanic	8	8	8	8
Vehicle and Equip. Rep. Crew Leader	2	2	2	2
<i>Total Authorized Positions</i>	14	14	14	14

Warehouse**Description**

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

Budget Commentary

The Inventory proposed budget for 2022 is \$776,432, which has decreased \$40,368 or 4.9% below the 2021 approved level.

Payroll: (\$65,368)

- *Regular Pay* has decreased due to a reduction of one employee in the department.

Operations: \$25,000

- *Outside Services* expenditure is proposed for 2022 in order to acquire an outside vendor to properly dispose of legal documents that have surpassed the legal retention period.

Maintenance

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Warehouse

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Payroll</u>					
501010	Regular Pay	589,811	678,800	624,366	613,432
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	54,044	90,000	47,304	90,000
501050	Overtime 200%	16,878	20,000	29,621	20,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	7,861	8,800	7,815	8,800
501070	Longevity Pay	-	-	-	-
	Total Payroll	668,594	797,600	709,106	732,232
<u>Operations</u>					
511010	Clothing Allowance	5,174	4,200	4,125	4,200
511030	Meals Allowance	520	3,000	825	3,000
511050	Employee Education Program	75	-	-	-
512080	Outside Services	-	-	-	25,000
513010	Office Supplies	425	1,000	700	1,000
513400	Small Tools & Equipment	220	500	83	500
513770	Auto Parts	80	-	-	-
519020	Postage	3,192	10,000	8,000	10,000
521020	Safety Equipment	-	500	-	500
513120	Safety Supplies	100	-	-	-
511070	Employee Reimbursement	23	-	16	-
	Total Operations	9,809	19,200	13,749	44,200
	Total Expenditure Classification	678,403	816,800	722,855	776,432
<u>Funding Allocation</u>					
	Sewer Allocation 49%	332,400	400,200	323,486	380,500
	Water Allocation 51%	346,003	416,600	399,369	395,932
	Total Funding Allocation	678,403	816,800	722,855	776,432
<u>Authorized Positions</u>					
	Inventory Stock Clerk	4	4	4	4
	Facilities Maintainer 1	-	1	-	-
	Stock Services Crew Leader	2	2	2	2
	Stock Services Supervisor	1	1	1	1
	Total Authorized Positions	7	8	7	7

Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

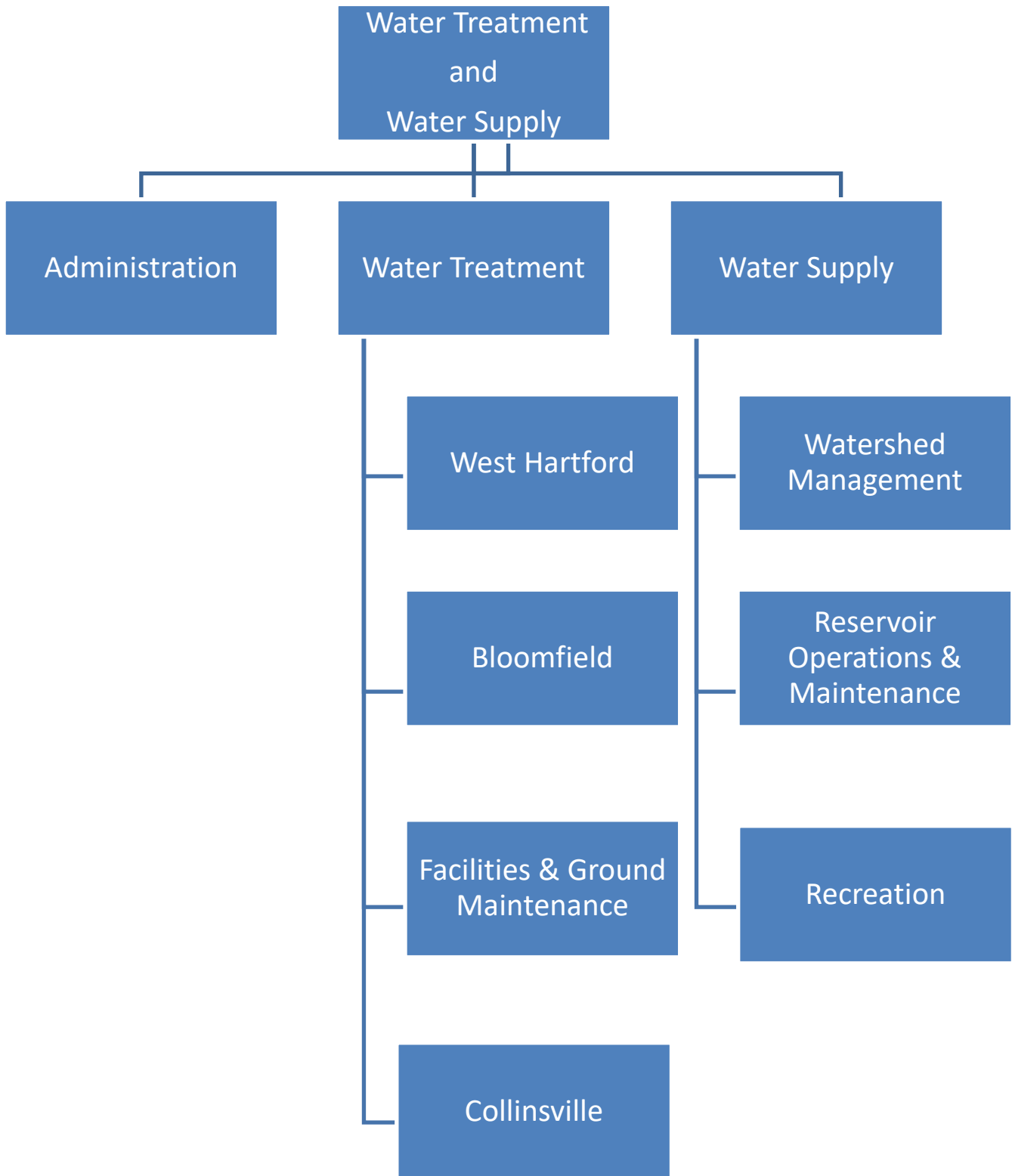
Collinsville

Water Supply

Watershed Maintenance

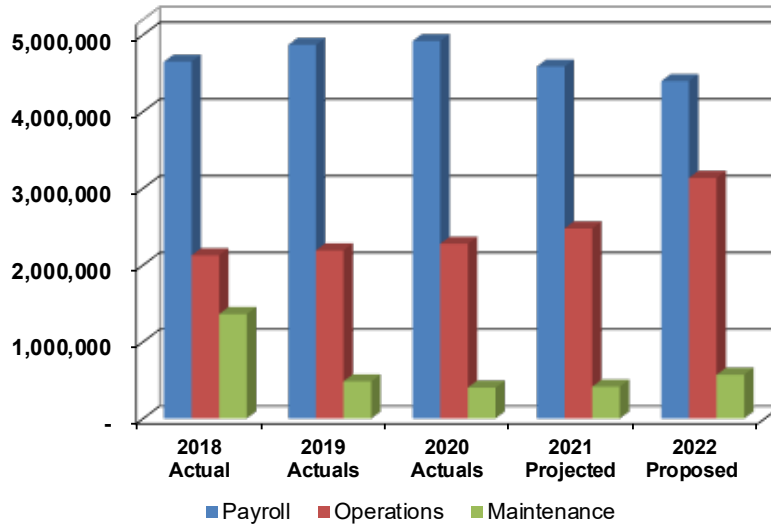
Reservoir Operations & Maintenance

Recreation

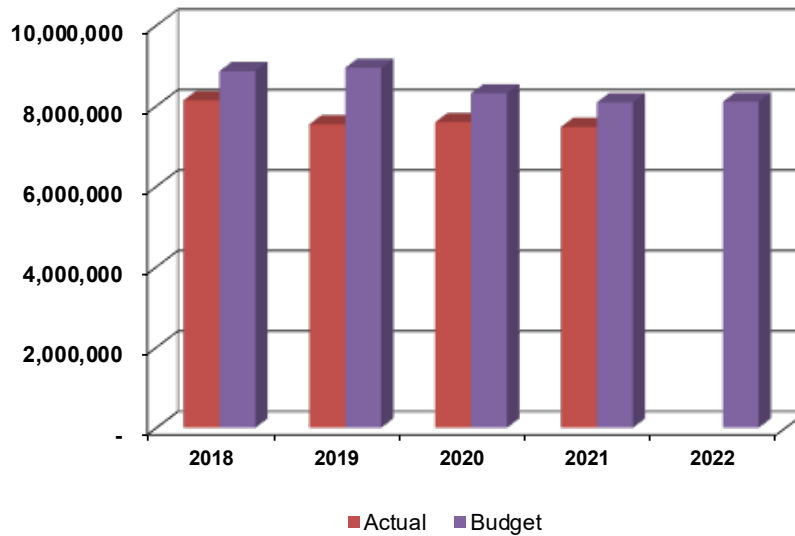


Water Treatment & Supply

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Payroll	4,649,321	4,868,600	4,917,671	4,585,346	4,396,185
Operations	2,126,152	2,188,993	2,276,281	2,476,415	3,134,569
Maintenance	1,360,592	482,519	401,369	414,400	570,400
Total	8,136,065	7,540,112	7,595,321	7,476,161	8,101,154



	2018	2019	2020	2021	2022
Actual	8,136,065	7,540,112	7,595,321	7,476,161	
Budget	8,861,500	8,944,700	8,310,200	8,087,800	8,101,154
Variance	(725,435)	(1,404,588)	(714,879)	(611,639)	

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 proposed department budget for 2022 is \$8,101,154, an increase of \$13,354 or 0.2% above the 2021 adopted level. Budget details pertaining to the Water Treatment and Supply activities follow.

Water Treatment and Supply

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	508,978	535,800	526,255	551,461
West Hartford	2,730,687	2,880,400	2,674,380	2,818,032
Bloomfield	1,351,663	1,303,500	1,342,383	1,436,793
Facilities & Ground Maintenance	707,507	707,800	738,171	809,891
Collinsville	121,147	153,400	153,100	169,000
Waterhshed Management	476,212	551,300	398,827	220,755
Reservoir Operations & Maintenance	1,694,235	1,910,800	1,629,145	2,057,822
Recreation	4,892	44,800	13,900	37,400
<i>Total Summary by Activity</i>	7,595,321	8,087,800	7,476,161	8,101,154
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	4,412,234	4,341,000	3,990,006	3,932,335
Overtime 100%	-	-	-	-
Overtime 150%	313,299	303,200	398,255	254,500
Overtime 200%	119,291	158,000	138,111	135,000
Temporary Help	-	25,000	-	25,000
Standby & Premium Pay	65,934	55,500	53,349	44,300
Longevity Pay	6,913	7,200	5,625	5,050
<i>Total Payroll</i>	4,917,671	4,889,900	4,585,346	4,396,185
Operations	2,282,866	2,657,500	2,480,915	3,145,569
Maintenance	394,784	540,400	409,900	559,400
Capital Outlay	-	-	-	-
<i>Total Summary by Major Account</i>	7,595,321	8,087,800	7,476,161	8,101,154
<i>Funding Allocation</i>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	7,595,321	8,087,800	7,476,161	8,101,154
<i>Total Funding Allocation</i>	7,595,321	8,087,800	7,476,161	8,101,154
<i>Authorized Positions</i>				
Administration	4	4	4	4
West Hartford	14	13	11	11
Bloomfield	6	5	6	6
Facilities & Ground Maintenance	7	7	8	8
Collinsville	-	-	-	-
Reservoir Operations & Maintenance	4	4	4	1
Water Supply	14	14	14	13
Recreation	-	-	-	-
<i>Total Authorized Positions</i>	49	47	47	43

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 2022 proposed Water Treatment and Supply Administration budget is \$551,461, an increase of \$15,661 or 2.9% above the adopted level for 2021.

Payroll: \$8,261

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

Operations: \$7,400

- *Seminars & Conventions* are increasing based on anticipated travel restrictions being lifted.
- *Outside Services* are increasing due to expenditures required for 2022 dam inspections.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	480,537	503,900	497,155	513,636
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	538	3,200	-	1,500
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,400	1,500	1,500	1,725
	Total Payroll	482,475	508,600	498,655	516,861
<i>Operations</i>					
511010	Clothing Allowance	1,095	1,000	1,000	1,000
511020	Mileage Allowance	-	200	-	200
511100	Seminars & Conventions	3,180	4,000	1,400	6,000
511120	Meeting Expenses	266	700	200	700
511210	Books & Periodicals	368	500	100	500
511220	Dues & Memberships	866	1,800	1,500	1,800
512080	Outside Services	3,600	10,000	15,000	15,000
512310	Permits	1,410	2,000	4,000	2,400
513010	Office Supplies	5,813	7,000	4,400	7,000
511070	Employee Reimbursement	98	-	-	-
512220	Engineering Professional Fees	9,807	-	-	-
	Total Operations	26,503	27,200	27,600	34,600
	Total Expenditure Classification	508,978	535,800	526,255	551,461
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	508,978	535,800	526,255	551,461
	Total Funding Allocation	508,978	535,800	526,255	551,461
<i>Authorized Positions</i>					
	Administrative Assistant	1	1	1	1
	Asst. Manager of WT	1	1	1	1
	Manager of Water Treatment & Supply	1	1	1	1
	Senior Clerk	1	1	1	1
	Total Authorized Positions	4	4	4	4

Water Treatment - West Hartford**Description**

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

Budget Commentary

The West Hartford Water Treatment proposed budget for 2022 is \$2,818,032. This is decrease of \$62,368 or 2.2% below the 2021 adopted budget.

Payroll: (\$224,068)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and is offset by a decrease in headcount.
- All of the other payroll expenditures are expected to drop due to a decrease in headcount and anticipated drop in the need for overtime.

Operations: \$181,700

- *Outside Services* are expected to increase due to increase in minimum wage affecting rates for temporary workforce.
- There is an anticipated increase in expenditures for *Fuel, Electricity, Sodium Hydroxide, Hydrofluosilicic Acid, Sodium Hypochlorite* and *Orthophosphate* due to rise in commodity prices.
- A realignment of *Clothing Allowance, Meals Allowance, and Refuse Collection & Disposal and Other Equipment Rental* funding reflects anticipated spending.

Maintenance: \$0

- No changes are anticipated for the coming year.

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	1,206,840	1,192,400	918,197	1,029,782
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	202,168	150,000	261,884	100,000
501050	Overtime 200%	44,233	55,000	63,775	35,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	41,959	36,000	33,774	25,300
501070	Longevity Pay	2,838	3,000	2,250	2,250
	Total Payroll	1,498,038	1,436,400	1,279,880	1,192,332
	<i>Operations</i>				
511010	Clothing Allowance	9,295	8,000	6,600	7,500
511030	Meals Allowance	630	800	700	500
512080	Outside Services	266,857	287,000	240,000	305,000
512410	Refuse Collection & Disposal	5,506	5,800	5,800	6,300
513010	Office Supplies	368	-	-	-
513020	Janitorial Supplies	939	1,000	200	1,000
513120	Safety Supplies	1,989	2,000	400	2,000
513140	Electrical Supplies	524	2,000	2,300	2,000
513160	Chemical/Oil Spill Supplies	910	1,000	200	1,000
513170	Bedwash Supplies	20,513	30,000	30,000	30,000
513400	Small Tools & Equipment	4,535	3,500	5,600	3,500
513690	Materials From Stock	4,185	10,000	10,000	10,000
513710	Fuel	46,504	60,000	60,000	75,000
513720	Diesel Fuel	1,164	1,500	-	1,500
514010	Electricity	202,163	230,000	230,000	276,000
515020	Sodium Hydroxide	219,109	276,000	276,000	317,000
515050	Hydrofluosilicic Acid	71,658	84,500	84,500	94,800
515060	Sodium Hypochlorite	125,295	151,000	151,000	169,000
515100	Orthophosphate	160,135	193,000	193,000	227,700
515030	Chlorine	649	-	-	-
511220	Dues & Memberships	86	-	-	-
511050	Employee Education Program	224	-	-	-
511070	Employee Reimbursement	158	-	-	-
513050	Water Conservation Supplies	7,442	-	-	-
523140	Other Equipment Rental	-	1,000	200	-
	Total Operations	1,150,838	1,348,100	1,296,500	1,529,800
	<i>Maintenance</i>				
521020	Safety Equipment	2,257	500	500	500
521070	Pump Station Equipment	-	1,000	1,700	1,500
521080	Tool & Work Equipment	3,993	4,000	5,400	4,000
521100	Treatment Equipment	68,601	80,400	80,400	79,900
522010	Facilities R&M	6,960	10,000	10,000	10,000
	Total Maintenance	81,811	95,900	98,000	95,900
	Total Expenditure Classification	2,730,687	2,880,400	2,674,380	2,818,032
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,730,687	2,880,400	2,674,380	2,818,032
	Total Funding Allocation	2,730,687	2,880,400	2,674,380	2,818,032

Water Treatment and Supply

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Water Treatment - West Hartford

Authorized Positions	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Certified WT Crew Leader	3	3	-	-
Water Treatment Plant Crew Leader	2	1	4	4
Water Treatment Plant Operator	5	5	1	1
Water Treatment Plant Operator 1	-	-	3	3
Water Treatment Plant Shift Supv.	3	3	2	2
Water Treatment Plant Ops Supv.	1	1	1	1
<i>Total Authorized Positions</i>	14	13	11	11

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 2022 budget for Bloomfield Water Treatment totals \$1,436,793, an increase of \$133,293 or a 10.2% above the 2021 adopted level.

Payroll: \$83,293

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees, and an increase in headcount.

Operations: \$50,000

- There is an anticipated increase in expenditures for *Fuel, Electricity, Aluminum Sulfate, Sodium Hydroxide, Hydrofluosilicic Acid, Orthophosphate* among other chemicals due to rise in commodity prices.
- There is an anticipated reduction in other various allotments based on historical spending.

Maintenance: \$0

- No changes are anticipated for the coming year.

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	599,773	463,400	528,102	543,693
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	38,235	50,000	56,259	52,000
501050	Overtime 200%	26,714	30,000	25,932	31,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	23,975	18,000	19,575	18,000
501070	Longevity Pay	-	-	-	-
	Total Payroll	688,697	561,400	629,868	644,693
	<i>Operations</i>				
511010	Clothing Allowance	4,902	4,500	2,600	4,500
511020	Mileage Allowance	-	-	200	-
511030	Meals Allowance	43	200	300	200
511050	Employee Education Program	5,045	-	-	-
511070	Employee Reimbursement	98	-	-	-
511220	Dues & Memberships	344	-	-	-
512080	Outside Services	27,822	23,000	30,000	24,000
512410	Refuse Collection & Disposal	4,038	4,300	4,300	4,700
512430	Sludge Removal	-	1,000	200	-
513010	Office Supplies	224	-	-	-
513020	Janitorial Supplies	1,013	1,500	1,400	1,500
513400	Small Tools & Equipment	-	1,200	1,200	800
513690	Materials From Stock	6,172	6,000	6,000	6,000
513710	Fuel	16,242	27,000	27,000	33,800
514010	Electricity	134,277	170,000	170,000	180,000
515010	Aluminum Sulfate	70,738	72,000	69,300	77,000
515020	Sodium Hydroxide	69,795	76,000	62,000	84,000
515030	Chlorine	13,935	5,000	5,000	5,200
515050	Hydrofluosilicic Acid	22,588	34,000	34,000	38,000
515060	Sodium Hypochlorite	44,045	53,000	52,215	56,000
515090	Powdered Carbon	74,147	79,000	79,000	77,000
515100	Orthophosphate	70,930	68,000	68,000	84,000
521010	Land Equipment	213	-	-	-
523140	Other Equipment Rental	-	1,000	-	-
	Total Operations	566,611	626,700	612,715	676,700
	<i>Maintenance</i>				
521020	Safety Equipment	2,807	2,400	2,800	2,400
521100	Treatment Equipment	88,941	85,000	77,000	85,000
522010	Facilities R&M	4,607	28,000	20,000	28,000
	Total Maintenance	96,355	115,400	99,800	115,400
	Total Expenditure Classification	1,351,663	1,303,500	1,342,383	1,436,793
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,351,663	1,303,500	1,342,383	1,436,793
	Total Funding Allocation	1,351,663	1,303,500	1,342,383	1,436,793
	<i>Authorized Positions</i>				
	Certified WT CL	3	2	-	-
	WT Plant Crew Leader	-	-	2	2
	WT Plant Operations Supervisor	1	1	1	1
	WT Plant Operator 1	2	2	3	3
	Total Authorized Positions	6	5	6	6

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 proposed budget for 2022 is \$809,891, an increase of 102,091 or a 14.4% above the adopted level for 2021.

Payroll: \$101,022

- *Regular Pay* and *Overtime* includes increments and cost-of-living increases for eligible employees, including an increase in headcount.

Operations: (\$931)

- *Tools* and *Small Tools & Equipment* expenditures are expected to decrease in 2022 based on historical spending.
- *Other Supplies* which were to be considered *Materials from Stock in 2021* are being reclassified to *Rock Sand & Dirt* for 2022.

Maintenance: \$2,000

- *Tool & Work Equipment* is expected to increase based on historical spending.

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	641,170	567,100	634,957	668,622
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	30,432	30,000	28,915	30,000
501050	Overtime 200%	10,745	18,000	13,999	18,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	1,000	-	500
501070	Longevity Pay	-	-	-	-
	Total Payroll	682,347	616,100	677,871	717,122
<i>Operations</i>					
511010	Clothing Allowance	2,689	2,800	1,000	2,800
511030	Meals Allowance	10	300	300	300
512080	Outside Services	11,704	22,000	9,000	22,000
513120	Safety Supplies	-	-	300	-
513390	Other Supplies	-	15,000	-	-
513400	Small Tools & Equipment	923	4,000	1,000	3,000
513430	Rock Sand & Dirt	479	-	13,000	16,569
513820	Tools	66	1,500	-	-
	Total Operations	15,871	45,600	24,600	44,669
<i>Maintenance</i>					
521010	Land Equipment	4,781	15,000	9,000	15,000
521020	Safety Equipment	95	600	200	600
521080	Tool & Work Equipment	1,862	500	2,500	2,500
522010	Facilities R&M	2,498	10,000	10,000	10,000
522110	Reservoir R&M	53	12,000	6,000	12,000
522120	Service Roads R&M	-	8,000	8,000	8,000
	Total Maintenance	9,289	46,100	35,700	48,100
	Total Expenditure Classification	707,507	707,800	738,171	809,891
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	707,507	707,800	738,171	809,891
	Total Funding Allocation	707,507	707,800	738,171	809,891
<i>Authorized Positions</i>					
	Bldg & Grounds Maintainer	1	1	-	-
	Construction & Repair Specialist	1	1	-	-
	Facility Maintainer 1	3	3	5	5
	Facility Maintainer Crew Leader	-	-	1	1
	Sr Water Supply Maintenance Superviso	1	1	1	1
	Water Supply Maintainer 2	1	1	1	1
	Total Authorized Positions	7	7	8	8

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 proposed 2022 budget for Water Treatment, Collinsville is \$169,000, an increase of \$15,600 or 10.2% above the 2021 adopted level.

Operations: \$15,600

- There is an anticipated increase in expenditures for *Fuel, Electricity and Water Treatment Chemicals* due to rise in commodity prices, partially offset by a decrease in *Materials from Stock and Outside Services*.

Maintenance: \$0

- No changes are anticipated for the coming year.

Water Treatment and Supply

2210020040

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
512080	Outside Services	366	3,000	3,000	2,000
512410	Refuse Collection & Disposal	1,195	1,300	1,200	1,300
512430	Sludge Removal	4,035	6,000	6,000	6,000
513400	Small Tools & Equipment	94	500	100	500
513690	Materials From Stock	-	7,000	7,000	6,000
513710	Fuel	8,757	13,500	13,500	14,400
514010	Electricity	58,848	72,000	72,000	86,400
515010	Aluminum Sulfate	2,414	3,600	3,100	3,600
515030	Chlorine	5,833	9,500	7,900	9,500
515100	Orthophosphate	5,628	6,000	4,000	6,000
515140	Water Treatment Chemicals	7,219	11,000	11,000	13,300
521180	Fire Equipment	-	-	-	-
	<i>Total Operations</i>	94,389	133,400	128,800	149,000
	<i>Maintenance</i>				
521100	Treatment Equipment	25,928	18,500	24,000	18,500
522100	Landscape R&M	10	-	-	-
522010	Facilities R&M	820	1,500	300	1,500
	<i>Total Maintenance</i>	26,758	20,000	24,300	20,000
	<i>Total Expenditure Classification</i>	121,147	153,400	153,100	169,000
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	121,147	153,400	153,100	169,000
	<i>Total Funding Allocation</i>	121,147	153,400	153,100	169,000

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 2022 budget totals \$220,755, a decrease of \$330,545 or 60.0% below the budget for 2021.

Payroll: (\$314,645)

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

Operations: (\$4,900)

- Various allotments, *Clothing Allowance*, *Ground Care* and *Licenses & Registration*, are expected to decrease to align with anticipated spending.

Maintenance: (\$11,000)

- *Land Equipment* is anticipated to decrease to align with anticipated spend for 2022.

Watershed Management

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	412,799	425,400	340,077	115,405
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	1,000
501050	Overtime 200%	-	5,000	-	1,000
501020	Temporary Pay	-	10,000	-	10,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,850	1,900	1,050	250
	Total Payroll	414,649	442,300	341,127	127,655
	<i>Operations</i>				
511010	Clothing Allowance	2,975	4,000	1,600	3,000
511050	Employee Education Program	98	-	-	-
511070	Employee Reimbursement	520	-	-	-
512080	Outside Services	34,000	40,000	33,000	42,000
512350	Ground Care	2,000	20,000	7,000	15,000
512840	Licenses & Registration	192	1,000	200	600
513010	Office Supplies	875	-	200	-
513060	Information Systems Supplies	115	-	-	-
513160	Chemical/Oil Spill Supplies	2,804	2,500	500	2,500
513400	Small Tools & Equipment	4,690	6,000	6,300	6,000
513790	Alloy Chain	438	-	-	-
519100	Printing	1,024	1,500	200	1,000
521170	Mains & Manholes Equipment	800	-	-	-
	Total Operations	50,531	75,000	49,000	70,100
	<i>Maintenance</i>				
521010	Land Equipment	10,097	31,000	8,000	20,000
521050	Office Furniture Equipment	358	-	-	-
521080	Tool & Work Equipment	577	3,000	700	3,000
	Total Maintenance	11,032	34,000	8,700	23,000
	Total Expenditure Classification	476,212	551,300	398,827	220,755
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	476,212	551,300	398,827	220,755
	Total Funding Allocation	476,212	551,300	398,827	220,755
	<i>Authorized Positions</i>				
	Forester	1	1	1	1
	Forestry Technician	1	1	1	-
	Natural Resources Administrator	1	1	1	-
	Watershed Inspector	1	1	1	-
	Total Authorized Positions	4	4	4	1

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 2022 proposed Reservoir Operations and Maintenance budget of \$2,057,822 is increasing by \$147,022 or 7.7% above the level adopted for 2021.

Payroll: (\$127,578)

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

Operations: \$246,600

- Outside Services are increasing due to addition of HVAC Contract and Turbine/HPU Service.
- *Riparian* is expected to increase with relation to an ongoing effort to exit all operations at Colebrook Dam.
- *Fuel* and *Electricity* are increasing due to rise in commodity prices.
- A realignment of *Employee Education Program, Dues & Memberships, Other Equipment Rental and Fuel* funding reflects anticipated spending.

Maintenance: \$28,000

- *Tool & Work Equipment and Mains & Manholes Equipment* costs are increasing to align with anticipated spend on expenditure related to well and pipeline inspections.

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	1,071,115	1,188,800	1,071,518	1,061,197
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	41,926	70,000	51,197	70,000
501050	Overtime 200%	37,599	50,000	34,405	50,000
501020	Temporary Pay	-	15,000	-	15,000
501060	Standby & Premium Pay	-	500	-	500
501070	Longevity Pay	825	800	825	825
	Total Payroll	1,151,465	1,325,100	1,157,945	1,197,522
<i>Operations</i>					
511010	Clothing Allowance	9,186	12,400	12,400	11,000
511030	Meals Allowance	130	300	200	300
512050	Custodial Services	15,205	19,000	19,000	19,000
512080	Outside Services	154,073	50,000	50,000	75,000
512310	Permits	-	500	100	500
512390	Riparian	-	60,000	100,000	250,000
512410	Refuse Collection & Disposal	1,474	3,000	500	3,000
512440	Septic Tank Pumping	-	3,500	1,000	3,000
513140	Electrical Supplies	1,812	-	-	-
513400	Small Tools & Equipment	10,287	-	-	-
513410	Asphalt Products	214	-	-	-
513170	Bedwash Supplies	477	-	-	-
511050	Employee Education Program	235	-	-	-
512220	Engineering Professional Fees	14,710	-	-	-
522150	Gis R&M	704	-	-	-
513130	Recreation & Field Supplies	90	-	-	-
513120	Safety Supplies	8,046	-	-	-
513430	Rock Sand & Dirt	29,556	-	-	-
513690	Materials From Stock	2,591	5,000	8,000	5,000
513710	Fuel	32,569	80,000	46,000	87,500
514010	Electricity	83,036	95,000	82,000	126,000
515310	Fertilizer & Weed Control Chemicals	-	18,000	4,000	18,000
512710	Outside Testing & Lab Services	402	-	-	-
521180	Fire Equipment	2,700	3,000	500	3,000
523140	Other Equipment Rental	7,604	20,000	7,000	15,000
	Total Operations	375,101	369,700	330,700	616,300
<i>Maintenance</i>					
521010	Land Equipment	19,518	30,000	14,000	30,000
521080	Tool & Work Equipment	16,764	18,000	15,000	43,000
521100	Treatment Equipment	2,931	-	-	-
521170	Mains & Manholes Equipment	355	5,000	500	8,000
522010	Facilities R&M	56,154	48,000	38,000	48,000
522110	Reservoir R&M	57,285	80,000	59,000	80,000
522120	Service Roads R&M	14,662	35,000	14,000	35,000
	Total Maintenance	167,669	216,000	140,500	244,000
	Total Expenditure Classification	1,694,235	1,910,800	1,629,145	2,057,822
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,694,235	1,910,800	1,629,145	2,057,822
	Total Funding Allocation	1,694,235	1,910,800	1,629,145	2,057,822

Water Treatment and Supply

2210030020

Reservoir Operations & Maintenance

Authorized Positions	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Facility Maintenance Crew Leader	1	1	1	1
Facility Maintainer 1	4	4	5	5
Facility Maintainer 2	4	4	4	3
Hydroelectric Plant Operator	1	1	1	1
Hydroelectric Plant Supervisor	1	1	1	1
Water Supply Maintainer 2	1	1	1	1
Sr Water Supply Maintenance Superviso	1	1	1	1
Utility Maintainter 1	1	1	-	-
<i>Total Authorized Positions</i>	14	14	14	13

Recreation**Description**

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

Budget Commentary

The 2022 proposed Recreation budget of \$37,400 is decreasing by \$7,400 or 16.5% below the level adopted for 2021.

Payroll: \$0

- No changes are anticipated in 2022.

Operations: (\$7,400)

- Various allotments, *Recreation & Fields Supplies, Tools and Electricity* are decreasing based on historical spending.

Maintenance: \$0

- No changes are anticipated in 2022.

Recreation

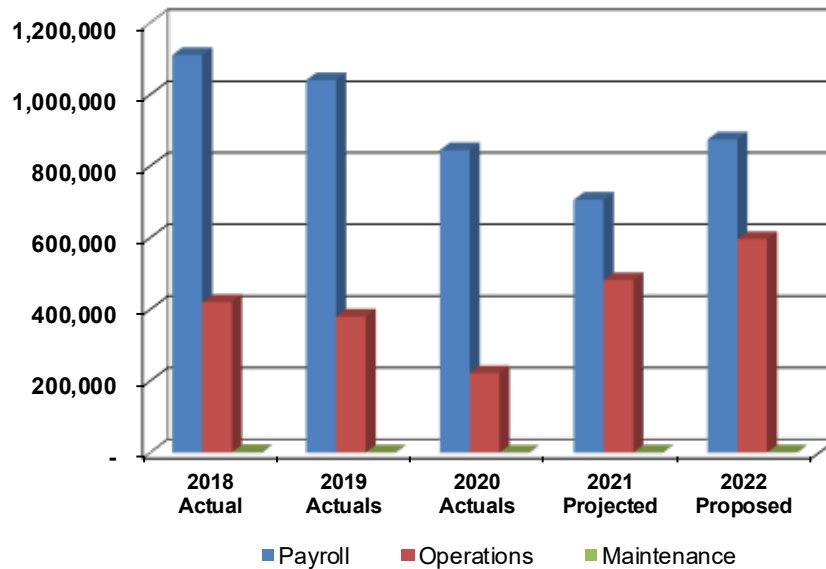
Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<i>Operations</i>				
512260	Agency Hire	-	3,500	700	3,500
512440	Septic Tank Pumping	-	3,000	500	3,000
513130	Recreation & Field Supplies	2,078	12,000	4,000	8,000
513400	Small Tools & Equipment	-	400	-	400
513820	Tools	-	2,300	-	2,000
514010	Electricity	-	3,100	-	-
513010	Office Supplies	(535)	-	-	-
513030	Engineering Supplies	349	-	-	-
523140	Other Equipment Rental	1,130	7,500	5,800	7,500
	Total Operations	3,022	31,800	11,000	24,400
	<i>Maintenance</i>				
521010	Land Equipment	1,870	7,500	-	7,500
522010	Facilities R&M	-	5,500	2,900	5,500
	Total Maintenance	1,870	13,000	2,900	13,000
	Total Expenditure Classification	4,892	44,800	13,900	37,400
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	4,892	44,800	13,900	37,400
	Total Funding Allocation	4,892	44,800	13,900	37,400

Patrol
Administration
Recreation

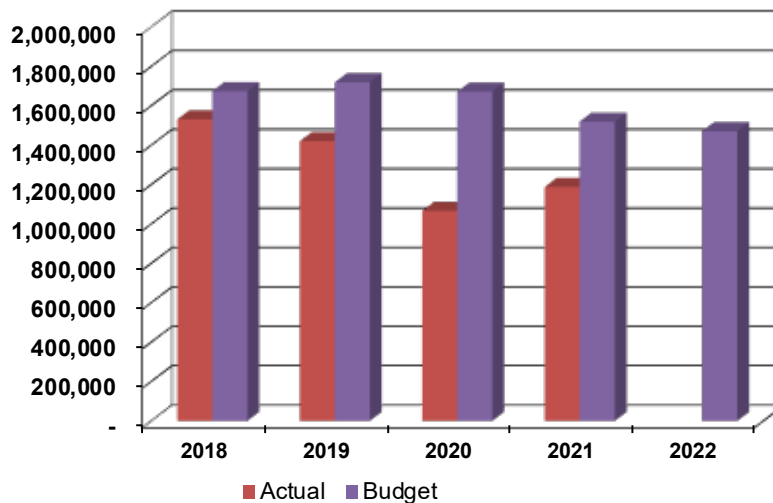


Patrol

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Payroll	1,110,132	1,039,850	844,554	706,190	874,257
Operations	420,373	379,921	222,056	481,541	596,200
Maintenance	770	482	-	200	500
Total	1,531,276	1,420,253	1,066,610	1,187,931	1,470,957



	2018	2019	2020	2021	2022
Actual	1,531,276	1,420,253	1,066,610	1,187,931	
Budget	1,674,600	1,719,500	1,672,100	1,519,200	1,470,957
Variance	(143,324)	(299,247)	(605,490)	(331,269)	

Patrol

Summary

Description

Patrol is responsible for the security and surveillance of the District's water supply reservoirs, dams, water treatment facilities, watershed and some non-watershed lands (including land open to the public for recreation), recreational areas and roadways in and adjacent to District properties.

Budget Commentary

The proposed 2022 budget for the Patrol Administration and Recreation is \$1,470,957, which has decreased by \$48,243 or 3.2% below the expenditure level adopted for 2021. Budget details regarding the activity and departments are provided on succeeding pages.

Patrol

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Administration	1,064,528	1,107,700	972,050	1,184,957
Recreation	2,082	411,500	215,881	286,000
Total Patrol	1,066,610	1,519,200	1,187,931	1,470,957
<i>Summary by Major Account</i>				
Payroll				
Regular Pay	687,855	738,500	673,489	823,107
Overtime 100%	4,424	10,000	-	10,000
Overtime 150%	26,729	40,000	10,036	12,000
Overtime	11,344	20,000	11,968	18,000
Temporary Help	104,284	252,400	1,296	-
Standby & Premium Pay	9,093	10,400	8,251	10,000
Longevity Pay	825	1,200	1,150	1,150
Total Payroll	844,554	1,072,500	706,190	874,257
Operations	222,056	445,700	481,541	596,200
Maintenance	-	1,000	200	500
Total Summary by Major Account	1,066,610	1,519,200	1,187,931	1,470,957
<i>Funding Allocations</i>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,066,610	1,519,200	1,187,931	1,470,957
Total Funding Allocation	1,066,610	1,519,200	1,187,931	1,470,957
<i>Authorized Positions</i>				
Administration	7	7	8	8
Recreation	-	-	-	-
Total Positions	7	7	8	8

Administration**Description**

The Patrol Department was created in 2006 and is led by a Patrol Commander. Patrol is responsible for the security and surveillance of the District's water supply reservoirs, dams, water treatment facilities, recreation areas, 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, state and local laws including 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 the State and complies 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 proposed Patrol Administration budget for 2022 is \$1,184,957 which is \$77,257 or 7.0% above the 2021 adopted budget.

Payroll: (\$43,743)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and the funding of 1 new position, offset by a reduction in *Overtime Pay, Standby & Premium and Temporary Help*.

Operations: \$121,500

- *Security Services* have been increased to include the funding for the security personnel contract that was historically paid out of the Patrol Recreation budget (2340010020). The Security is housed in our Headquarter facility which should be reflected in the administration budget.
- *Clothing Allowance* spending has reduced based upon the reduction of employees that need uniforms which will reduce all uniform related costs.
- *Seminars & Conventions* costs have been reduced due to no scheduled seminars for the upcoming year.
- *Dues & Memberships* expenses will increase due to the annual & semiannual scheduled renewal of state mandated licenses for the patrol officers in the upcoming year.

Maintenance: (\$500)

- *Tool & Work Equipment* will be reduced based on historic spend.

Administration

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Payroll</i>					
501010	Regular Pay	687,855	738,500	673,489	823,107
501030	Overtime 100%	4,424	10,000	-	10,000
501040	Overtime 150%	26,729	40,000	10,036	12,000
501050	Overtime 200%	11,344	20,000	11,968	18,000
501020	Temporary Pay	104,284	97,900	1,296	-
501060	Standby & Premium Pay	9,093	10,400	8,251	10,000
501070	Longevity Pay	825	1,200	1,150	1,150
	Total Payroll	844,554	918,000	706,190	874,257
<i>Operations</i>					
511010	Clothing Allowance	2,255	10,500	1,138	10,000
511030	Meals Allowance	-	300	30	300
511100	Seminars & Conventions	132	4,000	-	500
511120	Meeting Expenses	-	1,000	-	500
511210	Books & Periodicals	-	300	-	300
511220	Dues & Memberships	1,598	2,500	1,826	6,000
512080	Outside Services	14,907	20,500	1,598	20,000
512090	Security Services	197,571	120,000	245,000	245,000
513010	Office Supplies	1,897	5,000	1,445	5,000
513080	Communication Equipment & Supplies	1,214	22,000	14,623	20,000
513120	Safety Supplies	-	1,000	-	1,000
513130	Recreation & Field Supplies	-	300	-	300
513820	Tools	-	700	-	700
521020	Safety Equipment	-	600	-	600
512220	Engineering Professional Fees	400	-	-	-
	Total Operations	219,974	188,700	265,660	310,200
<i>Maintenance</i>					
521050	Office Furniture Equipment	-	500	200	500
521080	Tool & Work Equipment	-	500	-	-
	Total	-	1,000	200	500
	Total Expenditure Classification	1,064,528	1,107,700	972,050	1,184,957
<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,064,528	1,107,700	972,050	1,184,957
	Total Funding Allocation	1,064,528	1,107,700	972,050	1,184,957
<i>Authorized Positions</i>					
	Conservation Ranger	1	2	3	3
	District Patrol Commander - Manager of				
	Police Services	1	1	1	1
	District Patrol Officer	5	4	4	4
	Total Authorized Positions	7	7	8	8

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 proposed Recreation budget for 2022 totals \$286,000 which is \$125,500 or 30.5% lower than the expenditure level adopted for 2021.

Payroll: (\$154,500)

- *Temporary Pay* expenditure will not be utilized in 2022. The funding for "Temporary Help" will now be expensed under "Outside Services" (512080) as we are now utilizing a contractor to hire and provide our recreational staff.

Operations: (\$125,000)

- *Security Services* will be reduced as we are now funding the security personnel who resides in our Headquarter facility out of the Patrol Administrative budget (2340010010).
- *Outside Services* expenditure now includes the transition of funding from "Temporary Pay" as referenced in the "Payroll" commentary above.

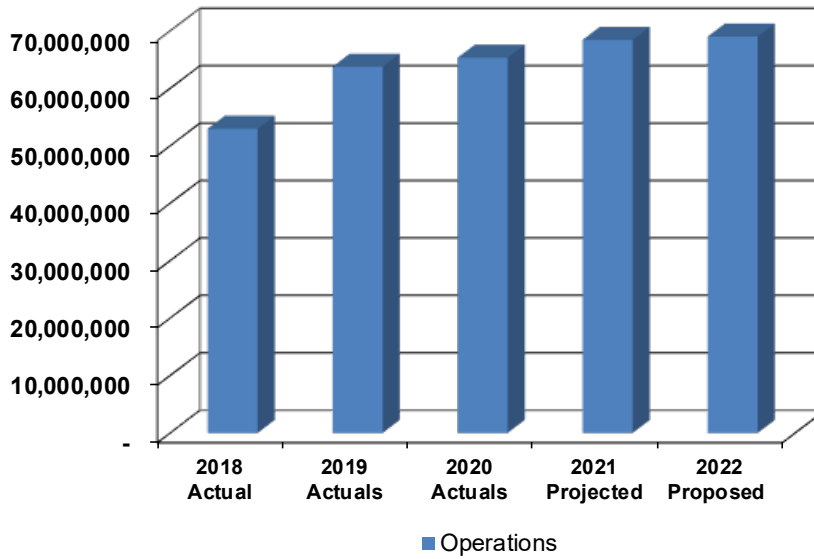
Recreation

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	154,500	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	154,500	-	-
	<i>Operations</i>				
511010	Clothing Allowance	-	2,500	-	2,500
512080	Outside Services	-	3,000	95,870	157,000
512090	Security Services	-	245,000	120,000	120,000
513010	Office Supplies	-	-	11	-
513080	Communication Equipment & Supplies	-	2,500	-	2,500
513120	Safety Supplies	57	1,500	-	1,500
513130	Recreation & Field Supplies	2,025	2,500	-	2,500
	<i>Total Operations</i>	2,082	257,000	215,881	286,000
	<i>Total Expenditure Classification</i>	2,082	411,500	215,881	286,000
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,082	411,500	215,881	286,000
	<i>Total Funding Allocation</i>	2,082	411,500	215,881	286,000

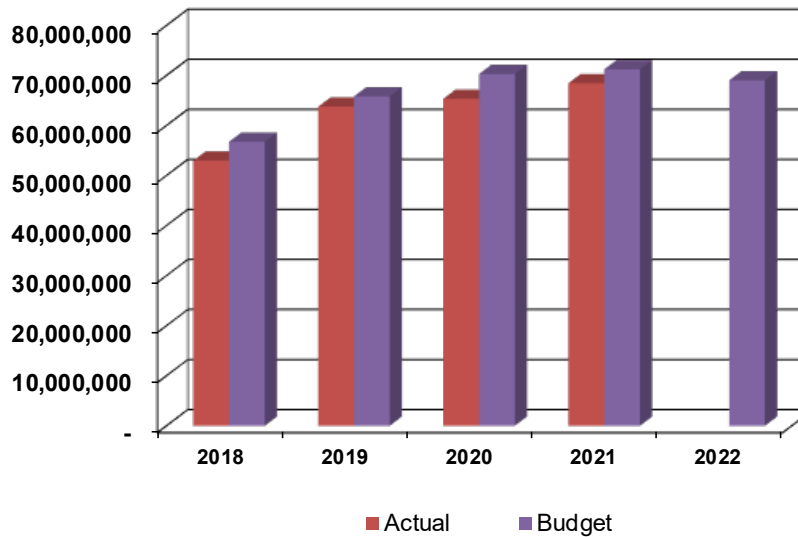
Debt Service

Debt Service

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Operations	52,968,800	63,767,348	65,335,507	68,434,106	69,016,800
Total	52,968,800	63,767,348	65,335,507	68,434,106	69,016,800



	2018	2019	2020	2021	2022
Actual	52,968,800	63,767,348	65,335,507	68,434,106	
Budget	56,741,300	65,822,800	70,293,800	71,204,300	69,016,800
Variance	(3,772,500)	(2,055,452)	(4,958,293)	(2,770,194)	

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 proposed Debt Service budget for 2022 is \$69,016,800. This is a decrease of \$2,187,500 or 3.1% below the adopted 2021 level.

Operations: (\$2,187,500)

- *Interest on Bonds* and *Principal on Bonds* are decreasing based upon bond amortization schedules.
- Expenses for *Interest & Note Issue* are decreasing due to a reduction in short term debt activity.

Debt Service

7000010010

Summary

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Operations</u>					
512020	Legal Services	326,518	408,700	408,700	408,700
517120	Int & Note Issue Expense	1,347,600	1,760,800	1,760,800	359,600
517060	Water Bond Principal	21,124,349	20,702,800	20,545,100	20,575,300
517090	Water Interest on Bonds	12,084,052	13,369,200	10,756,706	12,995,700
540020	Sewer Bond Principal	18,685,930	21,544,100	21,544,100	20,785,400
540030	Sewer Interest on Bonds	11,767,058	13,418,700	13,418,700	13,892,100
Total Expenditure Classification		65,335,507	71,204,300	68,434,106	69,016,800
<u>Funding Allocation</u>					
Sewer Allocation		32,039,166	36,090,300	36,090,300	35,117,500
Water Allocation		33,296,341	35,114,000	32,343,806	33,899,300
Total Funding Allocation		65,335,507	71,204,300	68,434,106	69,016,800

Debt Service

7000010010

Sewer

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Operations</u>					
512020	Legal Services	295,459	251,000	251,000	251,000
540020	Principal Bonds	18,685,930	21,544,100	21,544,100	20,785,400
540030	Interest On Bonds	11,767,058	13,418,700	13,418,700	13,892,100
517120	Int & Note Issue Expense	1,290,719	876,500	876,500	189,000
Total Expenditure Classification		32,039,166	36,090,300	36,090,300	35,117,500
<u>Funding Allocation</u>					
Sewer Allocation 100%		32,039,166	36,090,300	36,090,300	35,117,500
Water Allocation 0%		-	-	-	-
Total Funding Allocation		32,039,166	36,090,300	36,090,300	35,117,500

Debt Service

7000010010

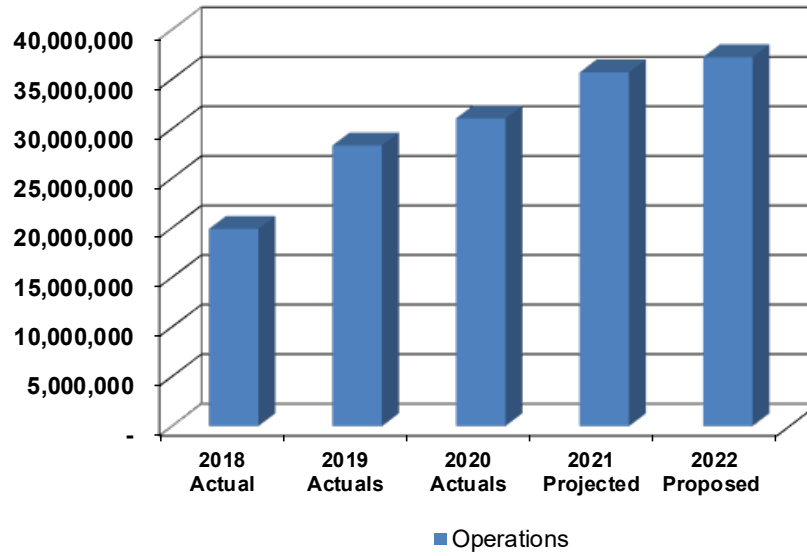
Water

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Operations</u>					
512020	Legal Services	31,059	157,700	157,700	157,700
517060	Principal Bonds	21,124,349	20,702,800	20,545,100	20,575,300
517090	Interest On Bonds	12,084,052	13,369,200	10,756,706	12,995,700
517120	Int & Note Issue Expense	56,881	884,300	884,300	170,600
Total Expenditure Classification		33,296,341	35,114,000	32,343,806	33,899,300
<u>Funding Allocation</u>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		33,296,341	35,114,000	32,343,806	33,899,300
Total Funding Allocation		33,296,341	35,114,000	32,343,806	33,899,300

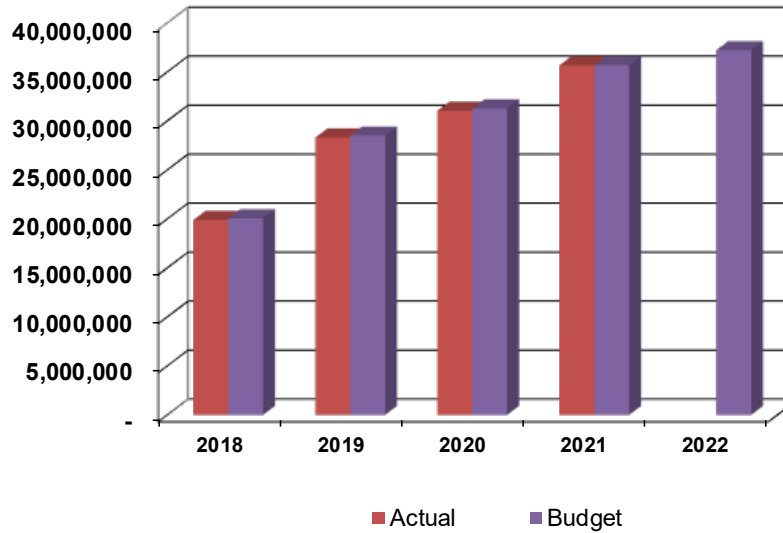
Employee Benefits

Employee Benefits

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Operations	19,892,632	28,312,171	31,034,229	35,676,700	37,216,674
Total	19,892,632	28,312,171	31,034,229	35,676,700	37,216,674



	2018	2019	2020	2021	2022
Actual	19,892,632	28,312,171	31,034,229	35,676,700	
Budget	20,060,100	28,507,900	31,278,000	35,676,700	37,216,674
Variance	(167,468)	(195,729)	(243,771)	-	

Summary**Description**

The Employee Benefits department comprises all direct costs for employee medical insurance and other employee benefits. 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. In addition, this budget reflects the District's costs for Social Security and Unemployment Compensation Insurance.

Budget Commentary

The 2022 proposed Employee Benefits budget totals \$37,216,674, increasing by \$1,539,974 or 4.3% over the level adopted for 2021.

Operations: \$1,539,974

- *Medical Services, Pension and OPEB Contribution* have increased based upon the actuarially and consultant reports, offsetting these increases are slight decreases in *Medicare Part B, Social Security and Unemployment Compensation*.
- The establishment of *Retirement Payout Contribution* allotment for 2022.

Employee Benefits

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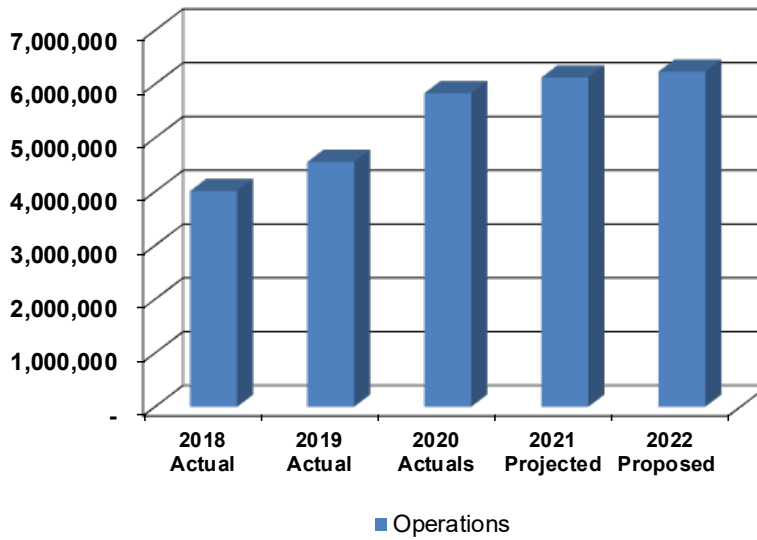
Summary

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Operations</u>					
503010	Medical Services	13,626,000	15,281,000	15,281,000	14,574,440
503050	Medicare Part B	606,602	654,200	654,200	650,946
503060	OPEB Trust Contribution	8,652,000	8,970,800	8,970,800	9,266,005
503070	Group Term Life - Employer	-	-	-	-
503100	Pension Regular	5,551,000	7,841,600	7,841,600	7,917,064
503110	Social Security	2,480,451	2,700,200	2,700,200	2,687,991
503120	Unemployment Compensation	21,377	59,600	59,600	25,000
503150	Retirement Payout	-	-	-	1,925,228
512070	Consultant Services	96,799	169,300	169,300	170,000
Total Expenditure Classification		31,034,229	35,676,700	35,676,700	37,216,674
<u>Funding Allocation</u>					
Sewer Allocation 45%		13,965,400	16,054,500	16,054,500	16,747,500
Water Allocation 55%		17,068,829	19,622,200	19,622,200	20,469,174
Total Funding Allocation		31,034,229	35,676,700	35,676,700	37,216,674

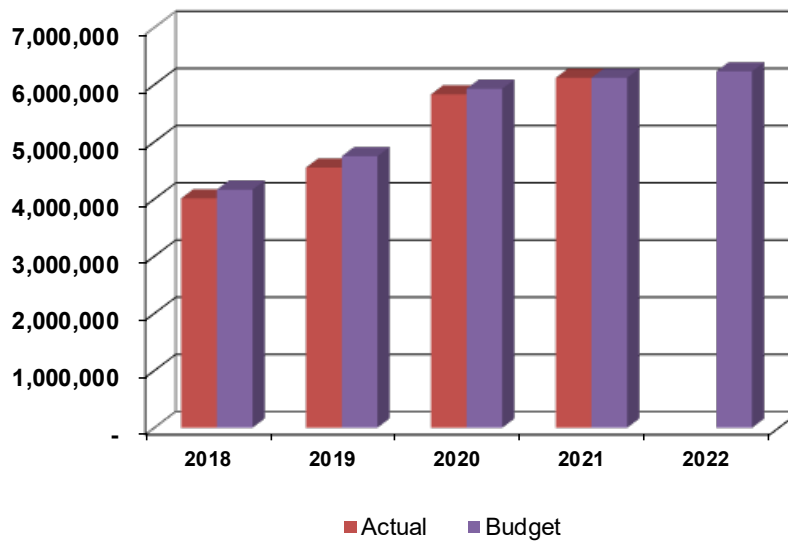
General Insurance

General Insurance

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Operations	4,011,085	4,549,124	5,827,225	6,119,700	6,230,238
Total	4,011,085	4,549,124	5,827,225	6,119,700	6,230,238



	2018	2019	2020	2021	2022
Actual	4,011,085	4,549,124	5,827,225	6,119,700	
Budget	4,162,200	4,747,100	5,926,700	6,119,700	6,230,238
Variance	(151,115)	(197,976)	(99,475)	-	

Summary**Description**

The General Insurance account encompasses the costs of insurance policies that 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, machinery and performance indemnification, 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 self-insured retention levels.

Budget Commentary

The proposed General Insurance budget for 2022 totals \$6,230,238, which is \$110,538 or 1.8% above the adopted level for 2021 insurance policies including deductibles and self-insurance funding requirements.

Operations: \$110,538

- *General Insurance* increase is due to insurance market conditions.
- *Flood Insurance* increase is due an update to our insurance policy. Historically we have had one generic flood insurance policy to cover our facilities. In 2022 we will have multiple policies specific to each facility, which will adhere to the diverse nature of our facilities.

General Insurance

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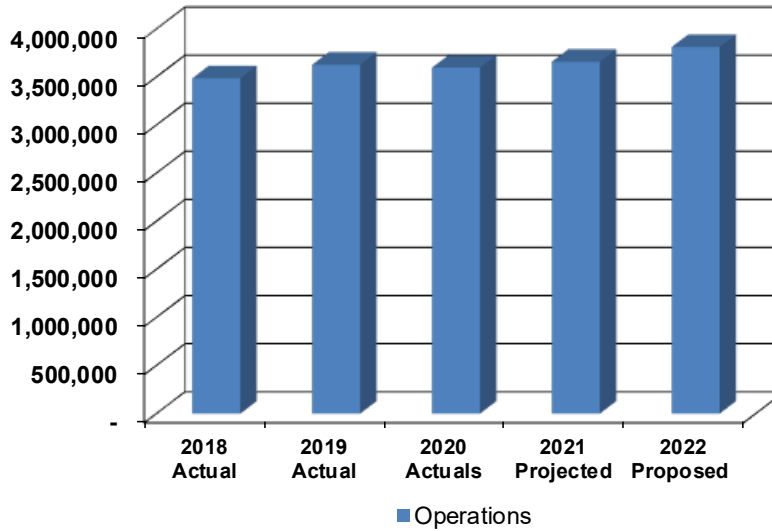
Summary

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Operations</i>					
512080	Outside Services	78,793	119,000	119,000	119,000
519320	General Insurance	5,195	2,800	2,800	237,060
519330	General Property	391,938	465,000	465,000	519,876
519340	Theft Liability	3,575	6,200	6,200	4,767
519350	Police Liability Insurance	13,458	16,900	16,900	16,100
519360	Fiduciary Liability	15,607	106,200	106,200	18,069
519370	Auto Liability	118,369	66,000	66,000	117,361
519380	Public Liability	467,559	341,400	341,400	132,814
519390	Liability-Claims	4,036,291	4,000,000	4,000,000	4,000,000
519400	Fidelity Bond	2,477	14,900	14,900	16,390
519410	Umbrella Liability	473,643	565,000	565,000	658,815
519420	Commissioner Accident Insurance	863	1,300	1,300	863
519430	Workers Compensation Excess Coverage	116,421	240,000	240,000	119,931
519440	Employee Practices Liability	-	95,000	95,000	-
519450	Pollution Liability Insurance	83,428	80,000	80,000	88,000
519470	Cyber Insurance	4,422	-	-	28,295
519480	Flood Insurance	15,186	-	-	152,897
<i>Total Expenditure Classification</i>		5,827,225	6,119,700	6,119,700	6,230,238
<i>Funding Allocation</i>					
Sewer Allocation 40%		2,330,900	2,447,900	2,447,900	2,492,100
Water Allocation 60%		3,496,325	3,671,800	3,671,800	3,738,138
<i>Total Funding Allocation</i>		5,827,225	6,119,700	6,119,700	6,230,238

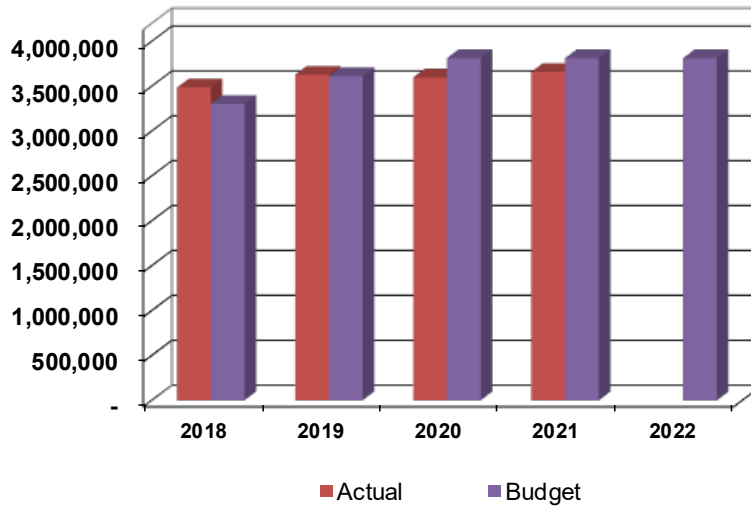
Taxes & Fees
Specials Agreements & Programs
Contingencies

Taxes & Fees

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Operations	3,485,423	3,626,441	3,595,994	3,657,198	3,810,500
Total	3,485,423	3,626,441	3,595,994	3,657,198	3,810,500



	2018	2019	2020	2021	2022
Actual	3,485,423	3,626,441	3,595,994	3,657,198	
Budget	3,300,500	3,610,500	3,810,500	3,810,500	3,810,500
Variance	184,923	15,941	(214,506)	(153,302)	

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 proposed budget for 2022 remains unchanged at \$3,810,500.

Operations: \$0

- No change in the budget for 2022.

Taxes & Fees

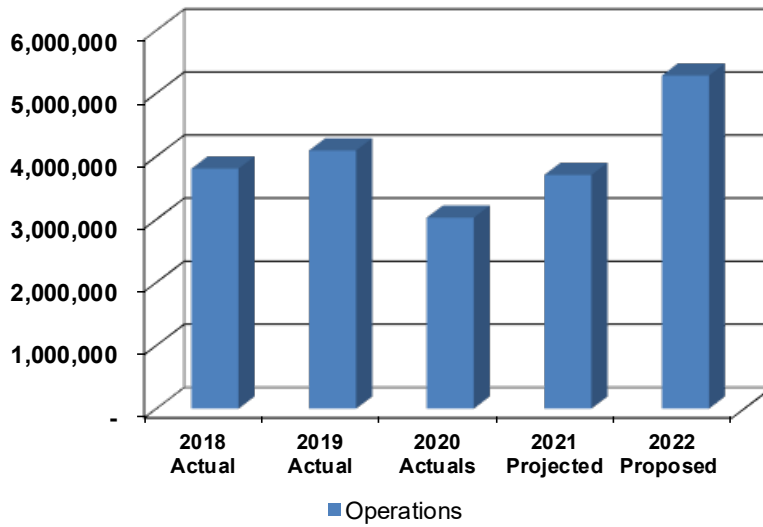
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Summary

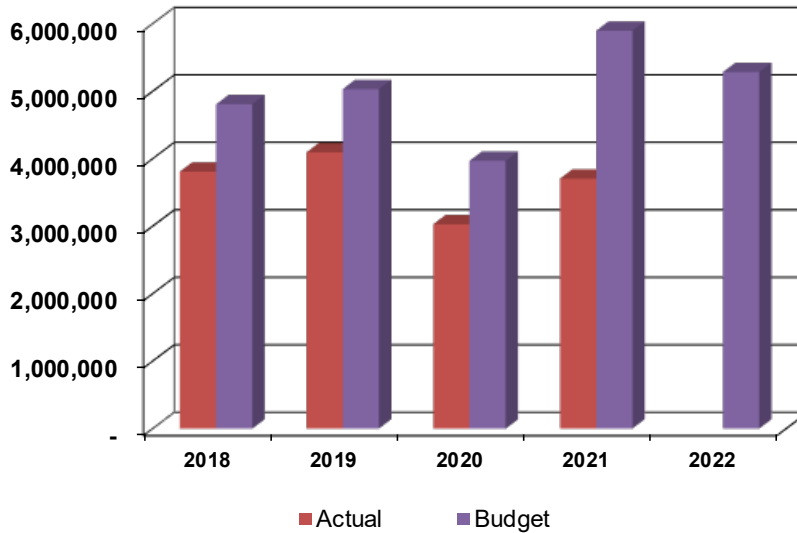
Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Operations</i>				
512320	Property Appraisal	-	10,500	-	10,500
519510	Property Taxes	3,595,994	3,800,000	3,657,198	3,800,000
	<i>Total Expenditure Classification</i>	3,595,994	3,810,500	3,657,198	3,810,500
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	3,595,994	3,810,500	3,657,198	3,810,500
	<i>Total Funding Allocation</i>	3,595,994	3,810,500	3,657,198	3,810,500

Special Agreements & Programs

Expenditure Trend



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Operations	3,807,480	4,094,355	3,028,723	3,705,028	5,283,600
Total	3,807,480	4,094,355	3,028,723	3,705,028	5,283,600



	2018	2019	2020	2021	2022
Actual	3,807,480	4,094,355	3,028,723	3,705,028	
Budget	4,806,300	5,030,700	3,967,300	5,895,700	5,283,600
Variance	(998,820)	(936,345)	(938,577)	(2,190,672)	

Special Agreements & Programs

Summary

Description

The Special Agreements and Programs budget reflects the costs of special agreements, specific consultant engagements, and other activities not allocated to departmental budgets. The proposed budget for 2022 totals \$5,283,600, decreasing by \$612,100 or 10.4% below the expenditure level adopted for 2021.

The *Colebrook Reservoir Maintenance* is US Army Corps of Engineers for the maintenance of the Colebrook Reservoir.

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 the 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 water distribution system interconnections per written agreement with The Connecticut Water Company and the Town of Berlin. It also means 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. The account also represents 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.

Dues-Professional Associations funds the District's membership in the MetroHartford Alliance which is now being funded out of the District Board.

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

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

The *Riverfront Recapture* account reflects maintenance expenditures and ranger services associated with Riverfront Recapture, Inc.'s (RRI) regional parks system in Hartford & East Hartford.

Special Agreements & Programs

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>Summary by Activity</u>				
Sewer	1,394,369	1,556,900	1,278,973	1,398,300
Water	1,634,354	4,338,800	2,426,055	3,885,300
Total Summary by Activity	3,028,723	5,895,700	3,705,028	5,283,600
<u>Funding Allocation</u>				
Sewer Allocation	1,394,369	1,556,900	1,278,973	1,398,300
Water Allocation	1,634,354	4,338,800	2,426,055	3,885,300
Total Funding Allocation	3,028,723	5,895,700	3,705,028	5,283,600

Sewer Funded

Budget Commentary

The proposed Special Agreements and Programs budget totals \$1,398,300 for 2022, a decrease of \$158,600 or 10.2% below the expenditure level adopted for 2021.

Operations: (\$158,600)

- *Consultant Services* are decreasing based on historical spend.

Special Agreements & Programs

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Sewer Funded

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>Operations</u>				
512020	Legal Services	92,361	-	20,721	-
512070	Consultant Services	105,252	358,600	122,239	200,000
512080	Outside Services	247,000	75,000	100,372	75,000
512860	Septic Reimbursement	67,635	80,800	80,800	80,800
512880	Mattabasset District	655,803	707,000	681,341	707,000
512900	New Britain	211,660	277,000	215,000	277,000
512010	Auditing/Finance Services	14,658	-	-	-
514040	Meter Services	-	58,500	58,500	58,500
	Total Expenditure Classification	1,394,369	1,556,900	1,278,973	1,398,300
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,394,369	1,556,900	1,278,973	1,398,300
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,394,369	1,556,900	1,278,973	1,398,300

Water Funded

Budget Commentary

The proposed Special Agreements and Programs budget totals \$3,885,300 for 2022, a decrease of \$453,500 or 10.5% from the adopted level for 2021.

Operations: (\$453,500)

- The elimination of the *State of CT/DPH* fee and reduction in *Consultant Services* based on historical spend, offset by an increase in Lobbyist (Fed/State).

Special Agreements & Programs

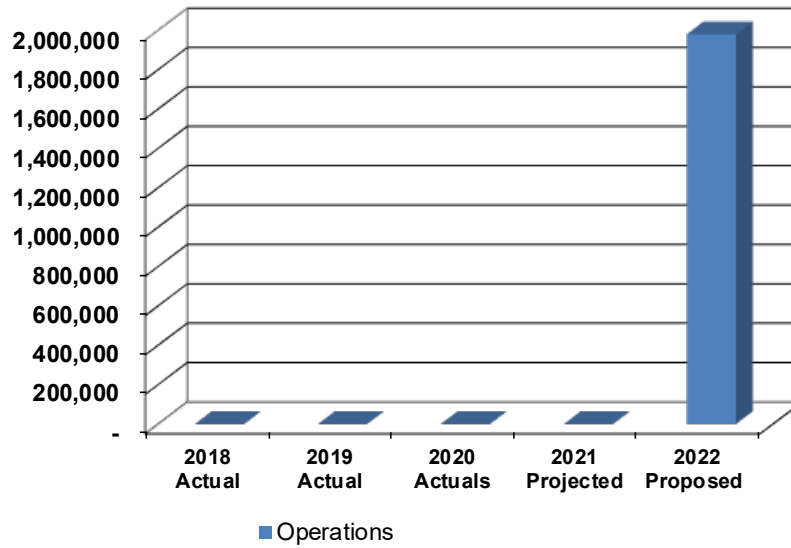
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Water Funded

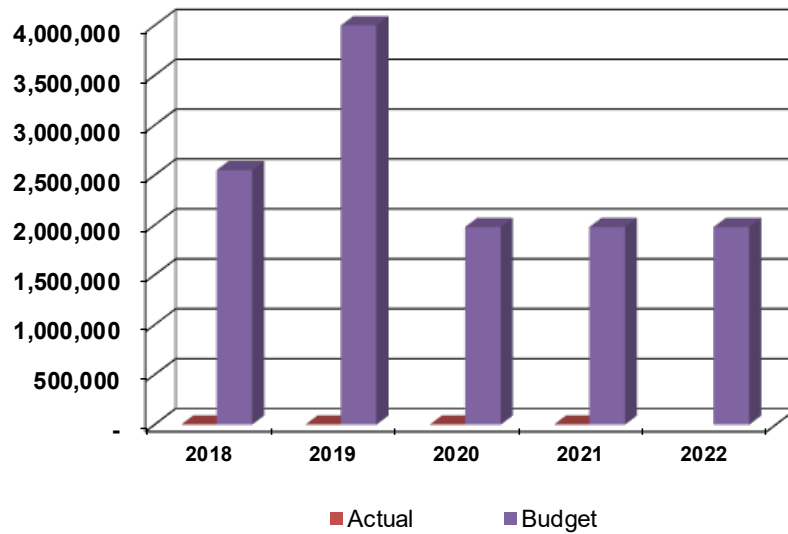
Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Operations</i>					
512910	Colebrook Reservoir Maintenance	-	1,400,000	-	1,400,000
512820	Lock Box Fee	16,281	100,000	88,642	100,000
512380	State of CT/DPH	185,976	191,000	190,244	-
514040	Meter Services	7,772	10,000	10,000	10,000
511220	Dues & Memberships	-	131,000	131,000	131,000
512080	Outside Services	5,706	75,000	32,805	75,000
512020	Legal Services	665,060	169,300	87,118	169,300
512920	Collection Services	-	400,000	333,010	400,000
512930	Lobbyist-(Fed/State)	-	112,500	150,000	150,000
512010	Auditing/Finance Services	55,140	-	-	-
512220	Engineering Professional Fees	10,995	-	-	-
512070	Consultant Services	50,000	500,000	153,236	200,000
512870	Operational Fuel	37,424	50,000	50,000	50,000
512370	Riverfront Recapture	600,000	1,200,000	1,200,000	1,200,000
<i>Total Expenditure Classification</i>		1,634,354	4,338,800	2,426,055	3,885,300
<i>Funding Allocation</i>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		1,634,354	4,338,800	2,426,055	3,885,300
<i>Total Funding Allocation</i>		1,634,354	4,338,800	2,426,055	3,885,300

Contingencies

Expenditure Trends



	2018 Actual	2019 Actual	2020 Actuals	2021 Projected	2022 Proposed
Operations	-	-	-	-	1,980,000
Total	-	-	-	-	1,980,000



	2018	2019	2020	2021	2022
Actual	-	-	-	-	
Budget	2,550,000	4,000,000	1,980,000	1,980,000	1,980,000
Variance	(2,550,000)	(4,000,000)	(1,980,000)	(1,980,000)	

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 amount adopted for 2022 is \$1,980,000.

Contingencies

8000010010

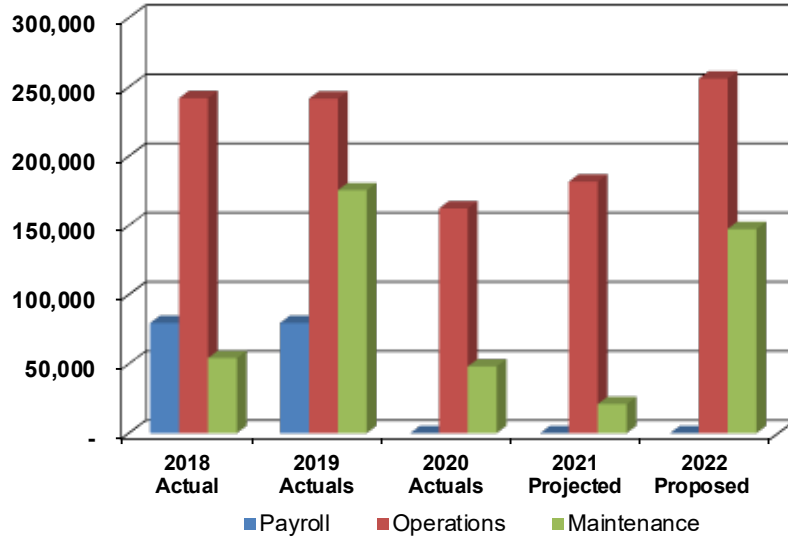
Summary

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
549000	Contingencies	-	1,980,000	-	1,980,000
	<i>Funding Allocation--(Composite)</i>				
	Sewer Allocation 100%	-	1,980,000	-	1,980,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	1,980,000	-	1,980,000

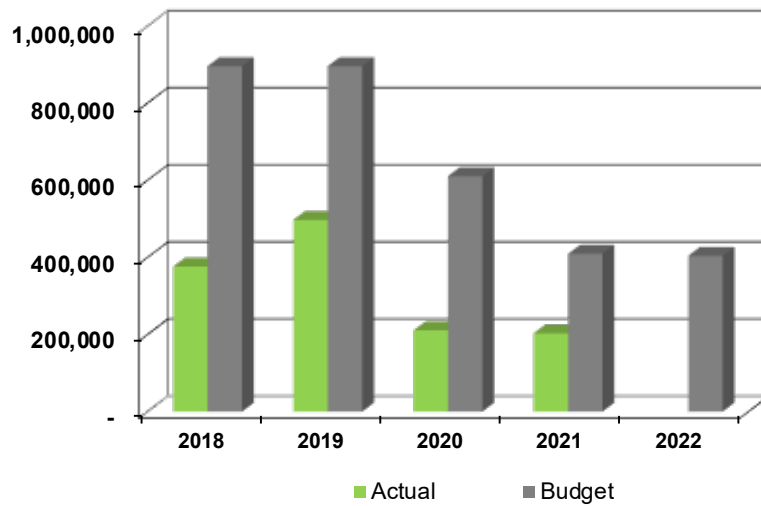
Hydroelectric

Hydroelectric

Expenditure Trend



	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected	2022 Proposed
Payroll	79,700	79,700	-	-	-
Operations	242,000	241,693	162,405	181,700	256,200
Maintenance	54,269	175,583	48,203	21,000	147,500
Total	375,969	496,976	210,608	202,700	403,700



	2018	2019	2020	2021	2022
Actual	375,969	496,976	210,608	202,700	
Budget	895,300	895,400	610,300	409,100	403,700
Variance	(519,331)	(398,424)	(399,692)	(206,400)	

Hydroelectric

Summary

Description

The Hydroelectric account provides for all operating, maintenance, capital outlay, and debt service costs associated with the Goodwin Hydro Facility, as well as development costs associated with potential hydroelectric projects. The MDC's "Colebrook" Hydroelectric Facility has been removed from service.

Budget Commentary

The 2022 proposed Hydroelectric budget totals \$403,700 which is a decrease of \$5,400 or 1.3% from the 2021 adopted level. Specific expenditures for each project appear on the pages that follow.

Hydroelectric

Summary

Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<i>Summary by Activity</i>				
Goodwin	175,299	260,900	169,400	267,600
Colebrook	35,309	148,200	33,300	136,100
<i>Total Summary by Activity</i>	210,608	409,100	169,400	267,600
<i>Summary by Major Account</i>				
Payroll	-	-	-	-
Operations	162,405	258,400	181,700	256,200
Maintenance	48,203	150,700	21,000	147,500
Capital Outlay	-	-	-	-
Contingencies	-	-	-	-
<i>Total Summary by Major Account</i>	210,608	409,100	202,700	403,700

Goodwin**Description**

The MDC's Goodwin hydroelectric power facility is located at the MDC's Goodwin Dam in Hartland, Connecticut. 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. Annual Power generation can vary significantly between a wet year and a dry year.

Budget Commentary

The proposed Goodwin Hydroelectric budget for 2022 is \$267,600 which is \$6,700 or 2.6% above the level adopted for 2021 hydroelectric power operations.

Operations: \$6,900

- Anticipated increase in expenditures for *Outside Service*, offset by not funding *General Insurance* for this area and a reduction in *Consultant Services* to align with anticipated spending.

Maintenance: (\$200)

- Minimal reduction of expenditures in 2022 from the adopted 2021 amounts.

Goodwin

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
512080	Outside Services	34,317	56,000	56,000	100,000
512050	Custodial Services	635	-	-	-
513690	Materials From Stock	537	1,000	300	1,000
513010	Office Supplies	730	3,000	500	3,000
513400	Small Tools & Equipment	605	2,600	1,300	2,600
513580	Fish	24,805	25,000	25,000	25,000
513820	Tools	-	3,500	2,000	3,500
513740	Oil & Lubricants	1,883	2,500	500	3,000
513720	Diesel Fuel	-	1,700	300	1,000
519320	General Insurance	9,539	12,300	-	-
519100	Printing	-	7,000	500	3,000
519450	Pollution Liability Insurance	409	600	-	-
512070	Consultant Services	42,772	40,000	63,000	20,000
514010	Electricity	16,526	10,000	5,000	10,000
	<i>Total Operations</i>	132,758	165,200	154,400	172,100
	<i>Maintenance</i>				
521050	Office Furniture Equipment	-	500	-	500
521120	Hydro Equipment	38,328	85,200	10,000	85,000
521080	Tool & Work Equipment	1,173	-	-	-
522010	Facilities R&M	3,039	10,000	5,000	10,000
	<i>Total Maintenance</i>	42,540	95,700	15,000	95,500
	<i>Total Expenditure Classification</i>	175,299	260,900	169,400	267,600

Colebrook**Description**

The MDC's Colebrook hydroelectric power facility previously operated at the US Army Corps of Engineers' Colebrook River Reservoir and Dam in Colebrook, Connecticut has been removed from service.

Budget Commentary

The Colebrook Hydroelectric proposed budget for 2022 is \$136,100, a decrease from the 2021 adopted level by \$12,100 or 8.2%.

Operations: (\$9,100)

- Reduction in expenditures in the 2021 is a direct result of not funding *General Insurance* for this area in the 2022 budget year.

Maintenance: (\$3,000)

- *Hydro Equipment* expenditures have been decreased as a result of decommissioning of the facility.

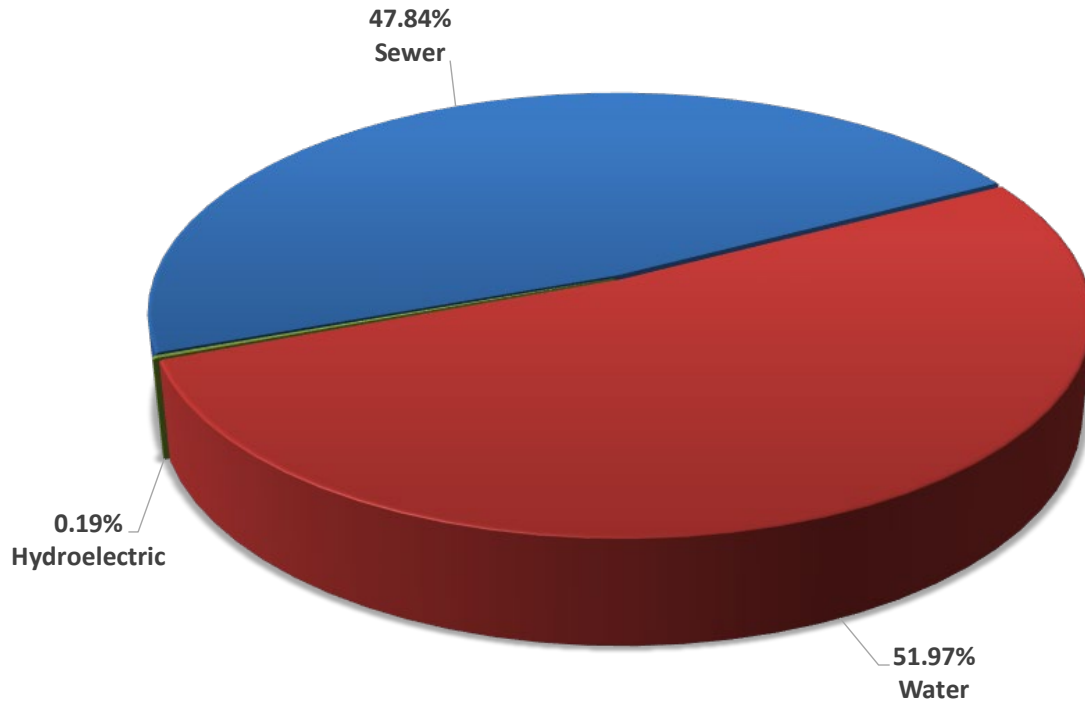
Colebrook

Commitment Item	Expenditure Classification	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>	-			
512310	Permits	-	5,000	5,000	5,000
513690	Materials From Stock	-	100	100	100
513010	Office Supplies	177	-	-	-
513720	Diesel Fuel	-	1,700	200	1,000
519320	General Insurance	-	7,800	-	-
519450	Pollution Liability Insurance	-	600	-	-
512080	Outside Services	5,906	18,000	2,000	18,000
512070	Consultant Services	750	40,000	2,000	40,000
512840	Licenses & Registration	9,589	-	-	-
514010	Electricity	13,224	20,000	18,000	20,000
	<i>Total Operations</i>	29,647	93,200	27,300	84,100
	<i>Maintenance</i>				
521120	Hydro Equipment	4,732	5,000	1,000	2,000
522010	Facilities R&M	930	50,000	5,000	50,000
	<i>Total Maintenance</i>	5,662	55,000	6,000	52,000
	<i>Total Expenditure Classification</i>	35,309	148,200	33,300	136,100

Budget Revenues

Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Sewer	\$100,201,502	47.84%
Water	108,847,473	51.97%
Hydroelectric	403,700	0.19%
	<u>\$209,452,675</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 the operation and maintenance of the District's water supply, treatment, and distribution facilities and equipment. The primary source of water revenue is attributed to approximately 400,000 customers with 101,734 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 the operation and maintenance of the District's sewerage system facilities and equipment. The receipt of the tax levied on member municipalities is the primary 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 significant 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 ceased operating the Colebrook River Dam hydroelectric power facility.

Revenue Summary

Water Utility and Sewer Revenues

	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$97,072,579	\$96,801,400	\$94,904,509	\$96,552,254
Other Operating Revenues	6,732,129	8,019,100	7,961,812	8,494,100
Total Operating Revenues	103,804,708	104,820,500	102,866,321	105,046,354
Non-Operating Revenues	2,282,592	2,331,200	1,886,781	2,401,119
Contributions (to) from Working Funds	-	1,400,000	-	1,400,000
Total Other Revenues	2,282,592	3,731,200	1,886,781	3,801,119
Total Water Revenues	\$106,087,300	\$108,551,700	\$104,753,102	\$108,847,473
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$51,475,700	\$53,076,600
Revenue from Other Govt. Agencies	10,784,429	11,466,400	11,209,297	10,931,000
Other Sewer Revenues	18,317,780	16,848,200	16,875,684	18,212,000
Sewer User Charge Revenues	11,274,896	13,373,900	11,148,005	13,301,902
Total Operating Revenues	91,852,805	93,164,200	90,708,686	95,521,502
DEEP Contingency	-	-	-	1,980,000
Designated from Surplus	-	3,800,000	168,961	2,700,000
Total Other Revenues	-	3,800,000	168,961	4,680,000
Total Sewer Revenues	\$91,852,805	\$96,964,200	\$90,877,647	\$100,201,502
Total Water and Sewer Revenues	\$197,940,105	\$205,515,900	\$195,630,749	\$209,048,975

Revenue Summary

Hydroelectric Revenues

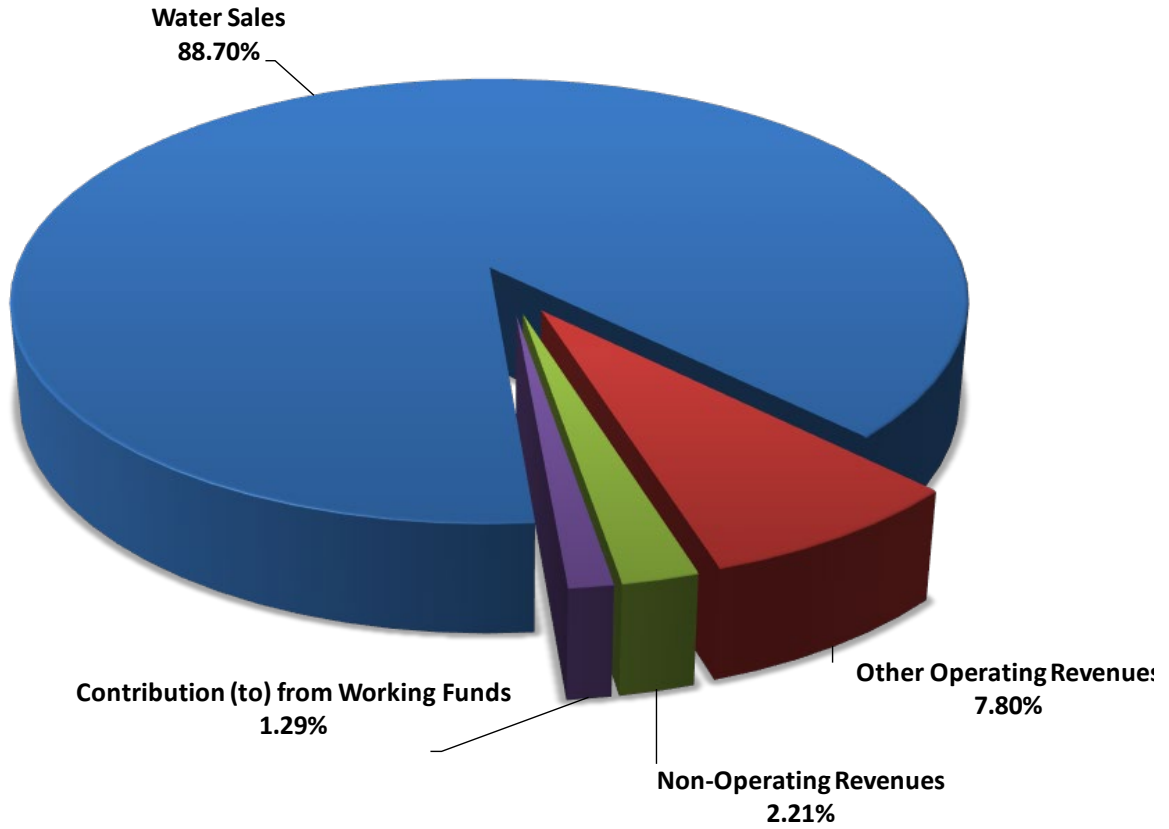
Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>HYDROELECTRIC REVENUES</u>				
Power Sales	\$471,876	\$260,900	\$373,300	\$403,700
Total Hydroelectric Revenues	\$471,876	\$260,900	\$373,300	\$403,700

Water Utility Revenues

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

Water Utility Revenues

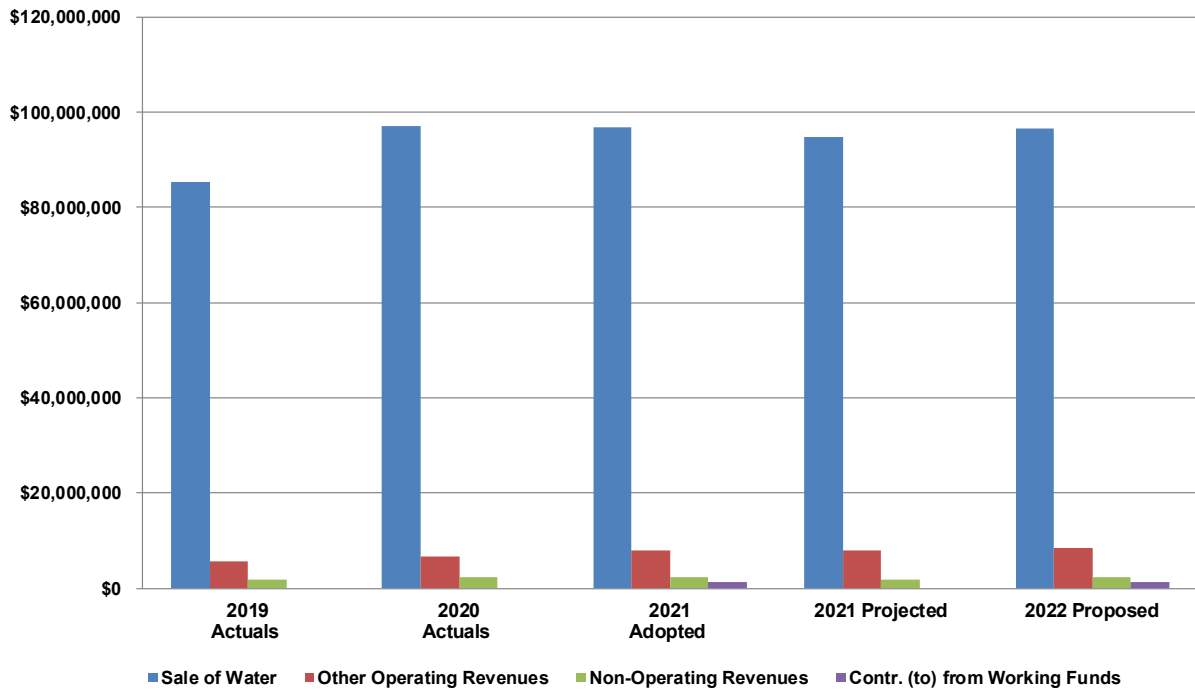
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$96,552,254	88.70%
Other Operating Revenues	8,494,100	7.80%
Non-Operating Revenues	2,401,119	2.21%
Contribution (to) from Working Funds	1,400,000	1.29%
Total Revenues:	\$108,847,473	100.00%

Water Utility Revenues

Five-Year Revenue Trend



	2019 Actuals	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Sale of Water	\$85,230,479	\$97,072,579	\$96,801,400	\$94,904,509	\$96,552,254
Other Operating Revenues	5,590,305	6,732,129	8,019,100	7,961,812	8,494,100
Non-Operating Revenues	1,959,142	2,282,592	2,331,200	1,886,781	2,401,119
Contr. (to) from Working Funds	-	-	1,400,000	-	1,400,000
	\$92,779,926	\$106,087,300	\$108,551,700	\$104,753,102	\$108,847,473

Water Utility Revenues

Sale of Water and Other Operating Revenues

Source Description

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). In addition, revenue from the sale of *treated and untreated water* to other water companies under a series of agreements with the District is also included in this category.

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; and *Miscellaneous (other) Water Revenues* for minor or incidental services and materials provided by the District.

Budget Commentary

The proposed revenue from the *Sale of Water* totals \$96,552,254, a decrease of \$249,146 or 0.3% below the level adopted in 2021. An overall decrease is primarily driven by a change in the distribution of meter sizes in customer service charge, offset by the change in estimated CCF usage in each billing category. The water rate will increase to \$4.09 per CCF for 2022. Consumption is unchanged from the 2021 assumption of 17.7M CCF.

The proposed *Other Operating Revenues* are \$8,494,100, an increase of \$475,000 or 5.9% above the level adopted in support of 2021 operations and primarily driven by the rise in the monthly rate for *Fire Protection* and *Hydrant Maintenance Fees* as well as an increase in *Water Billing Penalties*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>SALE OF WATER</u>				
	<u>SERVICE CHARGES</u>				
(1)	Domestic	\$20,617,718	\$20,711,400	\$20,670,412	\$20,679,600
(2)	Commercial	2,615,068	3,002,400	2,610,443	2,545,200
417310	Industrial	348,019	454,000	346,767	327,100
(3)	Public Authorities	856,629	996,400	826,506	753,400
(4)	Other Water Companies	26,213	20,900	98,271	16,400
	Total	24,463,647	25,185,100	24,552,399	24,321,700
	<u>WATER USE CHARGE</u>				
(5)	Domestic	\$48,383,546	\$48,213,300	\$46,821,158	\$47,401,754
(6)	Commercial	14,560,060	13,013,500	14,539,830	15,664,700
416310	Industrial	3,472,220	3,568,900	3,586,445	3,589,800
(7)	Public Authorities	3,574,072	5,322,100	3,612,993	3,591,100
(8)	Other Water Companies	2,619,034	1,498,500	1,791,684	1,983,200
	Total	72,608,932	71,616,300	70,352,110	72,230,554
	<u>OTHER OPERATING REVENUES</u>				
(9)	Hydrant Maintenance	\$1,500,682	\$1,550,200	\$1,558,264	\$1,665,000
419130	Fire Protection Services	4,683,088	5,758,200	5,704,104	6,032,000
429220	Water Billing Penalties	344,834	480,300	480,300	566,700
431280	Cross-Connection/BackWater Fee	203,525	230,400	219,144	230,400
	Total	6,732,129	8,019,100	7,961,812	8,494,100
	Total Operating Revenues	\$103,804,708	\$104,820,500	\$102,866,321	\$105,046,354

Commitment Items

- (1) 417110, 416900, 416910, 417120, 417130
- (2) 417210, 417220, 417230
- (3) 417410, 417420
- (4) 417810, 417820
- (5) 416110, 416120, 416130
- (6) 416210, 416220, 416230
- (7) 416410, 416420
- (8) 416810, 416820
- (9) 419110, 419120

Water Utility Revenues

Non-Operating Revenues

Source Description

Non-Operating Revenues are comprised of^[LR1]:

- *Investment Income*: funds earned on cash balances in the Water Utility Fund and the Water Bond Fund.
- *Bill Jobs*: revenues for payroll additives, material handling, and equipment costs associated with repairing District property damaged by others; also metered hydrant billings.
- *Department of Transportation - PY/Material/Equipment*: reimbursement to the District for payroll additives, material handling, and equipment costs associated with the repair or relocation of water system facilities on behalf of the State of Connecticut.
- *Developers – PY/Material/Equipment*: reimbursement to the District for payroll additives, material handling, and equipment costs associated with the repair or relocation of water system facilities on behalf of the State of Connecticut, local government agencies, and/or developers.
- *Fees: Water Tapping – Water Service taps with meters*^[LR2]
- *Rental Revenue*: revenue derived from the rental of space for cellular service antennae including tax repayment from Tunxis Club in Tolland, MA.
- *Collection/Liens*: fees charged for the release of liens.
- *Recreational Sales*: fees charged for parking, boat rentals, and the launching of private boats at District recreational facilities.
- *Forestry Sales*: income from the bid sale of standing timber to logging companies.
- *Other Miscellaneous*: fees levied for private meter readings, lien filing, and “turn-on” services; non-recurring items.
- *Sale of Material/Equipment*: income from the sale of scrap materials and obsolete equipment.
- *Contributed Capital*: 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 proposed for 2022 are \$2,401,119, an increase of \$69,919 or 3.0% from the level adopted for 2021, as a result of a realignment and reduction of various revenue sources, *Recreational Sales* and *Forestry Sales*, *DPH Fee (primacy fee)*, *Main Pipe Assessments*, *Contributed Capital*; offset by an increase in *Department of Transportation*.

Water Utility Revenues

Non-Operating Revenues

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>NON-OPERATING REVENUES</u>					
423100	Interest Income - Investments	\$77,698	\$180,600	\$56,890	\$179,419
423110	Main Pipe Assessments	-	80,000	-	-
419400	Bill Jobs	285,535	235,000	235,000	140,000
419410	Department of Transportation	179,993	-	134,634	200,000
419430	Developers - PY/Materal/Equipment	156,574	395,000	320,000	175,000
419510	RRB- Labor ST	170,909	-	236	200,000
419540	RRB- Equipment	62,433	-	111	100,000
419550	RRB- Contracts	16,927	-	-	50,000
419610	RRB- Premium Labor ST	238,387	-	332	250,000
419910	Fees: Water Tapping	92,225	100,000	118,856	100,000
423300	Rental Revenue	135,586	151,200	169,126	151,200
429200	Rebates & Reimbursements	26	1,000	235	-
429210	Collections & Liens	119,953	400,000	54,171	400,000
429230	Returned Check Fees	(540)	35,000	(3,000)	35,000
429260	Legal Recovery	-	-	159,859	-
431010	Recreational Sales	14,251	75,000	16,880	50,000
431020	Forestry Sales	277,191	200,400	99,604	150,000
431210	Misc Revenue	176,355	150,000	190,531	100,000
431230	Vendor Discount Revenue	479	1,000	535	500
431240	Sale Of Material & Equipment	103,755	120,000	186,821	120,000
431270	DPH Fee	174,855	191,000	108,310	-
453000	Contributed Capital	-	16,000	37,650	-
Total Non-Operating Revenues		\$2,282,592	\$2,331,200	\$1,886,781	\$2,401,119

Water Utility Revenues

Other Non-Operating Revenues

Source Description

Other Non-Operating Revenues

Contributions (to) from Other Funds: Sound financial management practices call for maintaining 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.

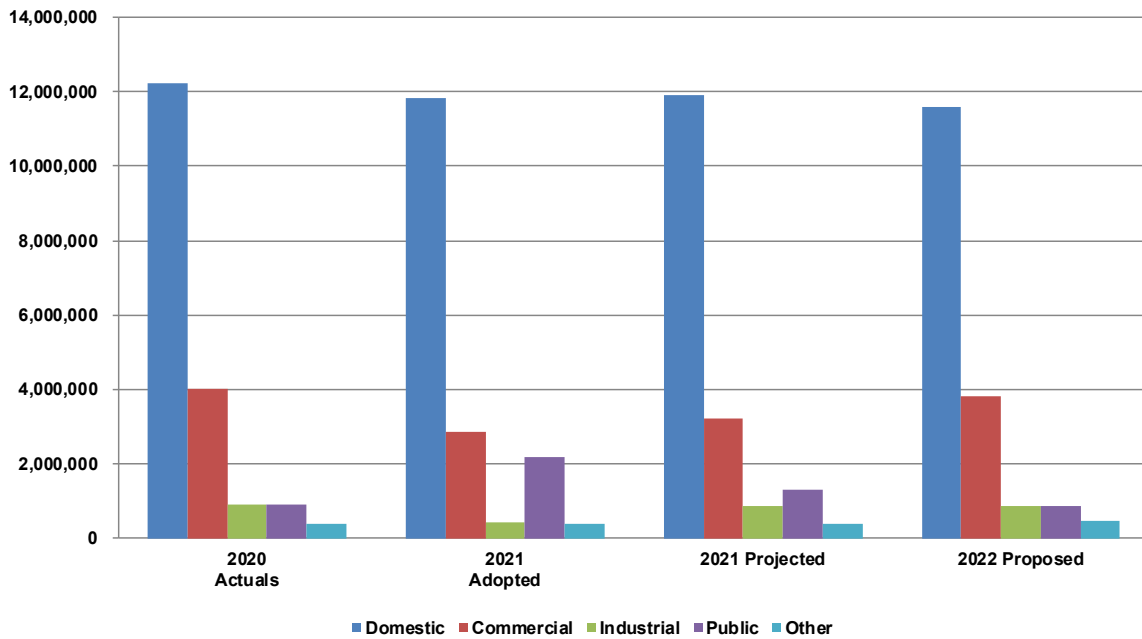
Budget Commentary

A contribution of \$1,400,000 is anticipated for the proposed 2022 budget.

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>OTHER NON-OPERATING REVENUES</u>				
413040	Contributions from (to) Working Funds	-	\$1,400,000	-	\$1,400,000

Water Utility Revenues

Water Consumption by Customer Class (CCF)*



	2019 Actuals	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Domestic	10,430,584	12,230,000	11,850,000	11,904,500	11,612,400
Commercial	4,113,004	3,996,222	2,860,000	3,213,200	3,830,000
Industrial	787,242	891,391	413,000	881,200	877,700
Public	2,203,906	904,759	2,180,000	1,314,100	878,000
Other	671,107	397,090	380,000	370,000	484,900
Total	18,205,842	18,419,462	17,683,000	17,683,000	17,683,000

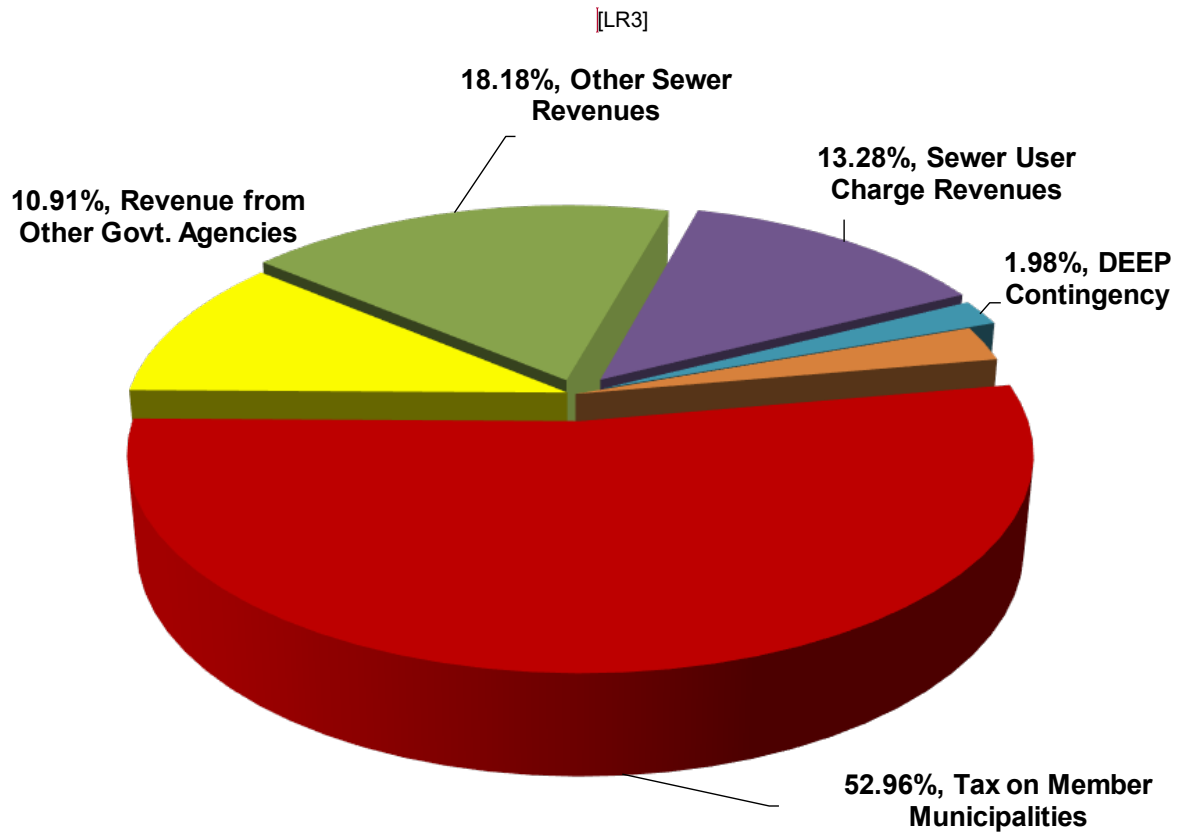
* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

Taxation
Other Government Agencies
Other Sewer Revenues
Sewer User Charge Revenues
Designated from Surplus

Sewer Revenues

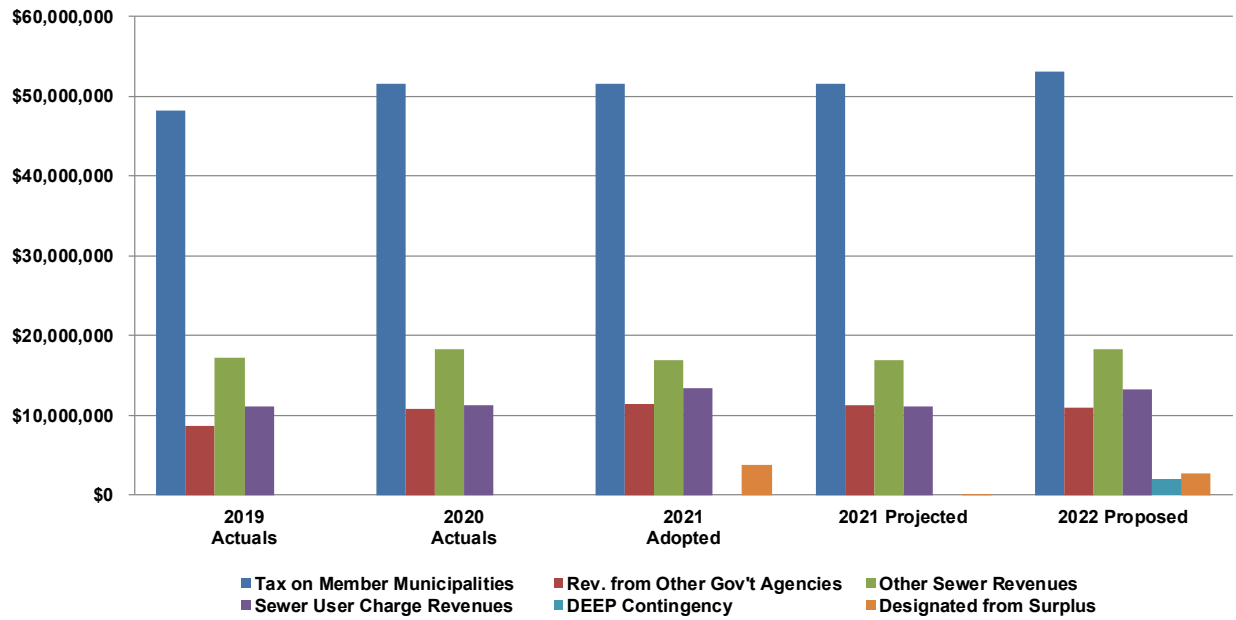
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$53,076,600	52.96%
Revenue from Other Govt. Agencies	10,931,000	10.91%
Other Sewer Revenues	18,212,000	18.18%
Sewer User Charge Revenues	13,301,902	13.28%
DEEP Contingency	1,980,000	1.98%
Designated from Surplus	2,700,000	2.69%
Total Revenues:	\$100,201,502	100.00%

Sewer Revenues

Five-Year Revenue Trend



	2019 Actuals	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Tax on Member Municipalities	\$48,153,100	\$51,475,700	\$51,475,700	\$51,475,700	\$53,076,600
Rev. from Other Gov't Agencies	8,602,202	10,784,429	11,466,400	11,209,297	10,931,000
Other Sewer Revenues	17,229,894	18,317,780	16,848,200	16,875,684	18,212,000
Sewer User Charge Revenues	11,081,906	11,274,896	13,373,900	11,148,005	13,301,902
DEEP Contingency	-	-	-	-	1,980,000.00
Designated from Surplus	-	-	3,800,000	168,961	2,700,000
Total	\$85,067,102	\$91,852,805	\$96,964,200	\$90,877,647	\$100,201,502

[LR4]

Sewer Revenues

Tax on Member Municipalities

[LR5]

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 2022 [LR6] will be equivalent to 50% of the total 2021 tax levy. This amount (when paid) will be subtracted from the total 2022 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

The proposed Tax on Member Municipalities totals \$53,076,600, an increase of \$1,600,900 or 3.1% above the tax levy adopted for 2021 [LR7].

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>MEMBER MUNICIPALITIES</u>				
	Total	51,475,700	51,475,700	51,475,700	53,076,600

Sewer Revenues

Tax on Member Municipalities

Tax History by Town	2018	2019	2020	2021	2022
Hartford	\$11,550,400	\$12,372,000	\$13,035,400	\$13,169,100	\$14,067,500
East Hartford	\$5,486,600	\$5,775,200	\$6,089,300	\$6,015,200	\$6,264,400
Newington	\$4,120,900	\$4,318,900	\$4,623,100	\$4,681,000	\$4,799,100
Wethersfield	\$3,707,800	\$3,979,400	\$4,240,800	\$4,214,100	\$4,252,500
Windsor	\$4,001,500	\$4,274,900	\$4,611,600	\$4,551,500	\$4,698,600
Bloomfield	\$3,256,200	\$3,488,600	\$3,879,300	\$3,808,100	\$3,868,400
Rocky Hill	\$2,712,500	\$2,909,600	\$3,144,100	\$3,171,200	\$3,206,800
West Hartford	\$10,168,100	\$11,034,500	\$11,852,100	\$11,865,500	\$11,919,300
Total	\$45,004,000	\$48,153,100	\$51,475,700	\$51,475,700	\$53,076,600

Tax % (3yr avg.)	2018	2019	2020	2021	2022
Hartford	25.67%	25.69%	25.32%	25.58%	26.50%
East Hartford	12.19%	11.99%	11.83%	11.69%	11.80%
Newington	9.16%	8.97%	8.98%	9.09%	9.04%
Wethersfield	8.24%	8.26%	8.24%	8.19%	8.01%
Windsor	8.89%	8.88%	8.96%	8.84%	8.85%
Bloomfield	7.24%	7.24%	7.54%	7.40%	7.29%
Rocky Hill	6.03%	6.04%	6.11%	6.16%	6.04%
West Hartford	22.58%	22.93%	23.02%	23.05%	22.47%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/19/2022	4/20/2022	7/20/2022	10/19/2022	Total
Hartford	\$3,292,275	\$3,292,275	\$3,741,475	\$3,741,475	\$14,067,500
East Hartford	1,503,800	1,503,800	1,628,400	1,628,400	6,264,400
Newington	1,170,250	1,170,250	1,229,300	1,229,300	4,799,100
Wethersfield	1,053,525	1,053,525	1,072,725	1,072,725	4,252,500
Windsor	1,137,875	1,137,875	1,211,425	1,211,425	4,698,600
Bloomfield	952,025	952,025	982,175	982,175	3,868,400
Rocky Hill	792,800	792,800	810,600	810,600	3,206,800
West Hartford	2,966,375	2,966,375	2,993,275	2,993,275	11,919,300
Total	\$12,868,925	\$12,868,925	\$13,669,375	\$13,669,375	\$53,076,600

Sewer Revenues

Other Government Agencies

Source Description

Revenue from Other Government Agencies include 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.
- *Liquid Waste Discharge*: fee for the discharge of transported non-domestic wastewater delivered to WPC
- *Household Hazardous Waste Disposal*: fees charged for providing household hazardous waste collection services to non-member towns^[LR8].

Budget Commentary

Revenue from Other Government Agencies proposed for 2022 is \$10,931,000, a decrease of \$535,400 or 4.7% from the level adopted for 2021.

The decrease is primarily driven by a \$536,400 reduction in *Sludge Services*.

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
OTHER GOVERNMENT AGENCIES					
421210	IGR-Sludge Services	\$6,610,477	\$5,536,400	\$5,983,739	\$5,000,000
421220	IGR-Liquid Waste Discharge	4,146,280	5,900,000	5,195,558	5,900,000
421230	IGR-Hazardous Waste	27,672	30,000	30,000	31,000
	Total	\$10,784,429	\$11,466,400	\$11,209,297	\$10,931,000

Sewer Revenues

Other Sewer Revenues

[LR9] Source Description

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

- *Septage Fees*: 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 Fees*: 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.
- *Sewer Customer Service Charge*: recovers certain costs that include private property sewer work.
- *Bill Jobs*: revenue from payroll costs, material, and equipment costs associated with the repair of District property damaged by others.
- *Developers – PY/Material/Equipment*: 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.
- *Rental Revenue*: 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.
- *Investment Income*: earnings on cash available for investment.

Sewer Revenues

Other Sewer Revenues

Budget Commentary

Total *Other Sewer Revenues* for 2022 are proposed to be \$18,172,000, an increase of \$1,523,800 or 9.2% from the level adopted for 2021.

The increase is primarily driven by the rise in *Sewer Customer Service Charge*, offset by a \$1M reduction in *PMU Overhead*.

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>OTHER SEWER REVENUES</u>					
411010	Septage Fees	\$1,293,419	\$1,463,700	\$1,273,539	\$1,114,800
411020	Fog Fees	236,899	236,000	234,184	236,000
417830	Sewer Customer Service Charge	7,590,396	7,656,300	7,528,328	9,869,800
419400	Bill Jobs	33,142	20,000	-	10,000
419430	Developers - PY/Materal/Equipment	43,768	582,000	602,000	576,000
419510	RRB-Equipment	71,056	-	36,059	210,000
419540	RRB-Labor ST	17,576	-	4,337	50,000
419610	RRB-Lbr Add & Ovrhd	99,667	-	50,739	310,000
423120	Interest On Laterals	-	-	133	-
423300	Rental Revenue	139,808	145,600	130,724	153,800
429200	Rebates & Reimbursements	139,213	15,000	433,969	50,000
429210	Collections & Liens	-	100	-	100
429250	Lateral Installation Program	-	-	198	-
431210	Misc Revenue	130,336	150,000	85,854	150,000
431230	Vendor Discount Revenue	220	500	6,163	500
431240	Sale Of Material & Equipment	85,876	88,000	166,457	150,000
431250	PMU Overhead	8,291,000	6,291,000	6,291,000	5,291,000
	Total	\$18,172,376	\$16,648,200	\$16,843,684	\$18,172,000
<u>INVESTMENT INCOME</u>					
423100	Interest Income - Investments	145,404	200,000	32,000	40,000
	Total	145,404	200,000	32,000	40,000

Sewer Revenues

Sewer User Charge

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.

Budget Commentary

Sewer User Charge revenues are proposed to be \$13,301,902, a decrease of \$71,998 or 0.5% below the revenue level adopted for 2021.

Primarily driven by decreased activity with *Bradley/ East Granby* and *High Flow Users*.

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
<u>OTHER USER REVENUE</u>					
(1)	High Flow Users (Net of Reserves)	2,366,095	3,259,200	1,367,885	1,195,402
415020	User Charges: Tax Exempt	5,876,363	6,308,300	5,820,204	8,536,900
415110	User Charges: High Strength	613,439	770,000	579,069	770,000
415010	SUC-Town of Farmington	220,234	174,100	174,100	166,200
415010	SUC-Town of South Windsor	12,773	32,400	32,400	15,900
415010	SUC-Town of East Granby	-	-	-	-
415010	SUC-Town of Manchester	82,776	245,900	245,900	180,000
415030	User Charges: Bradley/E Granby	1,392,704	1,380,600	1,908,180	1,280,800
415040	User Charges: Deep/Landfill Discharge Fee	-	120,000	-	120,000
415050	User Charges: Customer Service Charge	-	43,000	24,295	25,000
415010	Town of Cromwell	11,738	10,600	10,600	11,700
429220	Late Payment Charge	698,774	1,029,800	985,372	1,000,000
	Total	\$11,274,896	\$13,373,900	\$11,148,005	\$13,301,902

Sewer Revenues

Other Financing Sources

Source Description

Contributions (to) from Other Funds 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

Contributions are not anticipated for the 2022 fiscal year.

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
440040	Contributions (to) from Other Funds	-	-	-	-
	Total	-	-	-	-

Sewer Revenues

Designated From Surplus

Source Description

The Revenue Surplus item relates solely to the General Fund. A 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

A DEEP Contingency of \$1,980,000 and an anticipated surplus of \$2,700,000 will be available to support the budget expenditures for 2022, which is an increase of \$880,000 or 23.2% above the level adopted in 2021

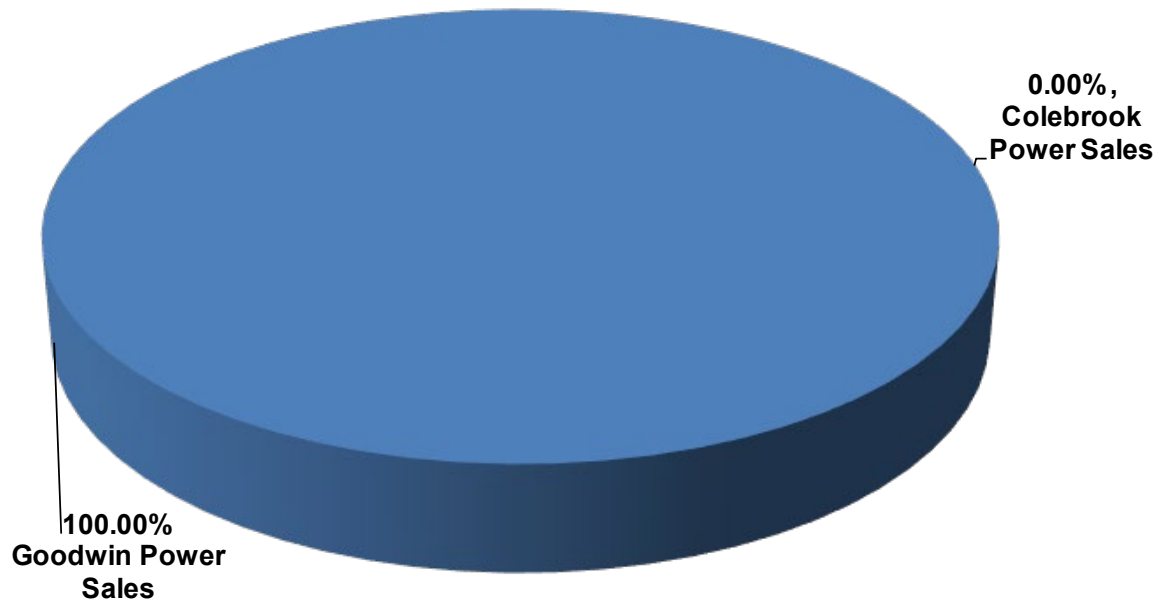
Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
440020	DEEP Contingency	-	-	-	1,980,000
431260	Designated From Surplus	-	3,800,000	168,961	2,700,000
	Total	-	3,800,000	168,961	4,680,000

Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales

Hydroelectric Revenues

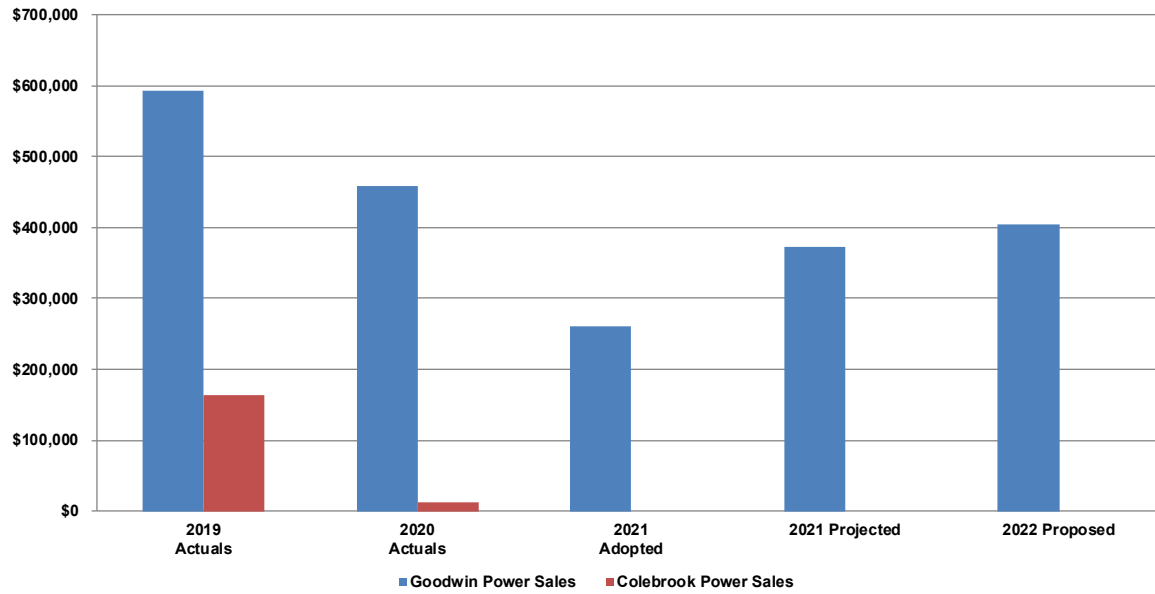
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Goodwin Power Sales	\$403,700	100.00%
Colebrook Power Sales	-	0.00%
Total Revenues:	\$403,700	100.00%

Hydroelectric Revenues

Five-Year Revenue Trend



	2019 Actuals	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Goodwin Power Sales	\$593,857	\$459,476	\$260,900	\$373,300	\$403,700
Colebrook Power Sales	163,460	12,400	-	-	-
Total	\$757,317	\$471,876	\$260,900	\$373,300	\$403,700

[LR10]

Hydroelectric Revenues

Summary

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 ceased operating the Colebrook Hydroelectric Power Facility and no longer generates revenue from the facility.

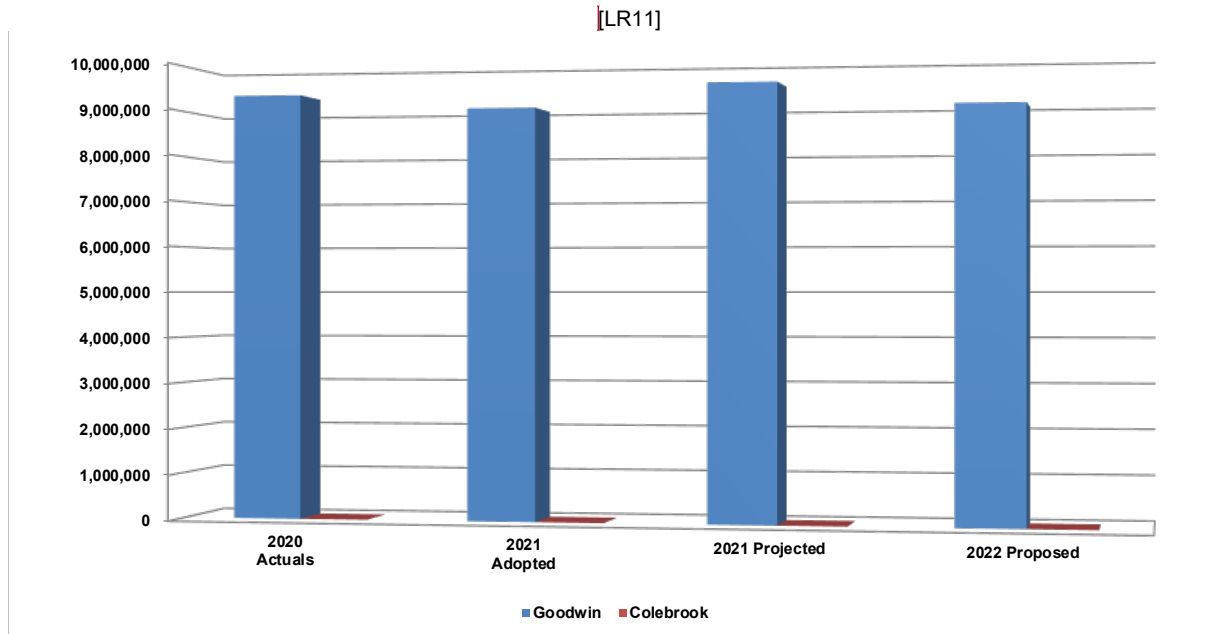
Budget Highlights

The 2022 proposed budget revenues from the sale of power generated at The Goodwin Hydroelectric Facility in the coming year assumes a full production year. The total proposed budget of \$403,700, increased by \$142,800 or 54.7% from the level adopted for 2021. The increase in revenue is expected based on historical averages.

Commitment Item	Description	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
	<u>HYDROELECTRIC REVENUES</u>				
	Power Sales				
418010	Goodwin Power Sales	\$459,476	\$260,900	\$373,300	\$403,700
418010	Colebrook Power Sales	\$12,400	-	-	-
	Total	\$471,876	\$260,900	\$373,300	\$403,700

Hydroelectric Revenues

Power Generation by Kilowatt Hours



	2019 Actuals	2020 Actuals	2021 Adopted	2021 Projected	2022 Proposed
Goodwin	10,700,232	9,332,909	9,000,000	9,500,000	9,000,000
Colebrook	3,234,882	-	-	-	-
Total	13,935,114	9,332,909	9,000,000	9,500,000	9,000,000

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.

2022 Proposed Capital Improvement Budget



The Metropolitan District
Hartford, CT

2022 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 collection system infrastructure and water pollution control facilities. The following are some of next year's major expenditures.

Various Sewer Pipe Replacement/Rehabilitations	\$ 7,500,000
Hartford Large Diam. Sewer Rehabilitation Program - Phase 2	9,900,000
Easement Sewer Lining Program - Phase 1	6,200,000
Hartford Hospital Area Water Main Replacement (sewer Work)	600,000
Farmington 11 / Sisson Ave. Area WMR (sewer work)	1,100,000
Private Property Inflow Disconnect Program	2,100,000
Brookside Rd. Sanitary Pump Station Replacement	3,700,000

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 2022 and listed below are some of the major expenditures demonstrating that level of commitment.

General Purpose Water	\$ 2,200,000
Paving Program & Restoration	3,400,000
Farmington 11 / Sisson Ave. Area WMR)	10,000,000
Boulevard & Garfield Rd WMR (Accelerated Plus)	4,000,000
Capitol Ave. Area Water Main Replacement	11,500,000
Hartford Hospital Area Water Main Replacement	7,100,000
Bishop's Corner Water Main Replacement	3,900,000
Water Storage Tank Rehabilitation and Improvement	800,000
Advanced Meter Reading Program	1,500,000
Water Service Inventory and Mapping	1,750,000
Water Supply Master Plan - Year 1 Design	500,000
Raw Water Transmission Main Rehab	250,000
Nepaug Dam Concrete Rehab & Stability Improvements Design	250,000

2022 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 2022.

The District submitted an Integrated Plan to CT DEEP as part of its Consent Order required CSO Long Term Control Plan Update in December 2018. Modifications and an Executive Summary were most recently submitted in May 2020. 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 2022 CIP in order to maintain compliance with EPA's Consent Decree required CMOM Program.

2022 Capital Improvement Program

Summary

<u>Wastewater</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Various Sewer Pipe Replacement/Rehabilitations - District-wide	\$ 7,500,000	\$ 8,500,000	\$ 8,500,000	\$ 3,000,000	\$ 3,000,000
Hartford Large Diameter Sewer Rehabilitation Program - Phase 2	9,900,000	-	-	-	-
Easement Sewer Lining Program - Phase 1	6,200,000	-	-	-	-
Hartford Hospital Area Water Main Replacement (sewer work)	600,000	-	-	-	-
Farmington 11 / Sisson Ave. Area WMR (sewer work)	1,100,000	-	-	-	-
Private Property Inflow Disconnect Program	2,100,000	2,300,000	2,500,000	2,500,000	2,500,000
Brookside Rd. Sanitary Pump Station Replacement	3,700,000	-	-	-	-
WPC Infrastructure Rehabilitation, Upgrades & Replacements		6,000,000	8,000,000	7,000,000	7,000,000
WW Pump Stations and Equipment	-	1,000,000	-	1,000,000	-
Total Wastewater	\$ 31,100,000	\$ 17,800,000	\$ 19,000,000	\$ 13,500,000	\$ 12,500,000

2022 Capital Improvement Program

Summary

<u>Water</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
General Purpose Water	\$ 2,200,000	\$ 2,000,000	\$ 2,000,000	\$ 3,000,000	\$ 3,000,000
Paving Program & Restoration	3,400,000	4,200,000	4,200,000	4,200,000	4,200,000
Farmington 11 / Sisson Ave. Area Water Main Replacement	10,000,000	-	-	-	-
Boulevard & Garfield Rd WMR (Accelerated Plus)	4,000,000	-	-	-	-
Capitol Ave. Area Water Main Replacement	11,500,000	-	-	-	-
Hartford Hospital Area Water Main Replacement	7,100,000	-	-	-	-
Bishop's Corner Water Main Replacement	3,900,000	-	-	-	-
Water Storage Tank Rehabilitation and Improvement	800,000	-	-	-	-
Advanced Meter Reading Program	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Water Service Inventory and Mapping	1,750,000	250,000	-	-	-
Water Supply Master Plan - Year 1 Design	500,000	500,000	500,000	500,000	-
Raw Water Transmission Main Rehab	250,000	-	-	-	-
Nepaug Dam Concrete Rehab & Stability Improvements Design	250,000	-	-	-	-
WTP Infrastructure Rehabilitation, Upgrades & Replacements	-	1,000,000	1,000,000	1,000,000	1,000,000
Water Pump Station and Equipment	-	1,000,000	-	1,000,000	-
Total Water	\$ 47,150,000	\$ 10,450,000	\$ 9,200,000	\$ 11,200,000	\$ 9,700,000

2022 Capital Improvement Program

Summary

<u>Combined</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Facility and Equipment Improvements	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -
Fleet and Equipment Replacement and Upgrades	2,550,000	2,000,000	-	2,000,000	-
Inspection Services	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Engineering Services	4,800,000	4,800,000	4,800,000	4,800,000	4,800,000
Construction Services	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Technical Services	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000
Total Combined	\$ 16,350,000	\$ 17,800,000	\$ 13,800,000	\$ 17,800,000	\$ 13,800,000

2022 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 \$21,842,967 (2021), 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 \$158,800,000 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.

2022 Capital Improvement Program

Appropriation

The Metropolitan District's Capital Improvement Program budget for 2022 totals \$95,100,000 as reflected in the following summary. Wastewater programs total \$31,100,000; water programs total \$47,150,000; and combined programs total \$16,850,000.

Wastewater

Wastewater Collection

Various Sewer Pipe Replacement/Rehabilitations	\$	7,500,000
Hartford Large Diam. Sewer Rehabilitation Program - Phase 2		9,900,000
Easement Sewer Lining Program - Phase 1		6,200,000
Hartford Hospital Area Water Main Replacement (sewer work)		600,000
Farmington 11 / Sisson Ave. Area WMR (sewer work)		1,100,000
Private Property Inflow Disconnect Program		2,100,000
Brookside Rd. Sanitary Pump Station Replacement		3,700,000
Total Wastewater	\$	31,100,000

Water

Water Supply, Treatment, Transmission and Distribution

General Purpose Water	\$	2,200,000
Water Distribution		
Paving Program & Restoration		3,400,000
Farmington 11 / Sisson Ave. Area Water Main Replacement		10,000,000
Boulevard & Garfield Rd WMR (Accelerated Plus)		4,000,000
Capitol Ave. Area Water Main Replacement		11,500,000
Hartford Hospital Area Water Main Replacement		7,100,000
Bishop's Corner Water Main Replacement		3,900,000
Water Storage Tank Rehabilitation and Improvement		800,000
Advanced Meter Reading Program		1,500,000
Water Service Inventory and Mapping		1,750,000
Water Supply Master Plan - Year 1 Design		500,000
Raw Water Transmission Main Rehab		250,000
Nepaug Dam Concrete Rehab & Stability Improvements Design		250,000
Total Water	\$	47,150,000

Combined

Facilities/Staffing

Fleet and Equipment Replacement and Upgrades	\$	2,550,000
Inspection Services		2,500,000
Engineering Services		4,800,000
Construction Services		2,000,000
Technical Services		5,000,000
Total Combined	\$	16,850,000

2022 Capital Improvement Program

Sewer

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2022 Capital Improvement Program budget. 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. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Wastewater

Wastewater Collection

Various Sewer Pipe Replacement/Rehabilitations	\$	7,500,000
Hartford Large Diam. Sewer Rehabilitation Program - Phase 2		9,900,000
Easement Sewer Lining Program - Phase 1		6,200,000
Hartford Hospital Area Water Main Replacement (sewer work)		600,000
Farmington 11 / Sisson Ave. Area WMR (sewer work)		1,100,000
Private Property Inflow Disconnect Program		2,100,000
Brookside Rd. Sanitary Pump Station Replacement		3,700,000
Total Wastewater	\$	31,100,000

2022 Capital Improvement Program

Sewer

Program – Various Sewer Pipe Replacement/Rehabilitations

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$7,500,000		2110

Description

Design and construction of sewer system upgrades, replacements and rehabilitation measures necessary as a result of aging and deteriorating infrastructure located District-wide. The replacement, rehabilitation and or upgrade of District equipment. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate, upgrade or replace aging sewer pipelines and structures.

Future Appropriations

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

Bond Language

2022 Capital Improvement Program

Sewer

Program – Hartford Large Diam. Sewer Rehabilitation Program - Phase 2

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$9,900,000		2110

Description

Rehabilitation of large diameter sewers (combined and separated) within the Hartford Water Pollution Control Facility sewershed, as required to maintain adequate collection system capacities. Sewer rehabilitation based on recommendations from recently completed large diameter sewer inspection programs. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate aging infrastructure in the Hartford Water Pollution Control Facility sewershed.

Future Appropriations

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

Bond Language

2022 Capital Improvement Program

Sewer

Program – Easement Sewer Lining Program - Phase 1

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$6,200,000		2110

Description

Rehabilitation of cross country (easement) sewers (combined and separated) located throughout the District. This project will reduce CSO & SSOs in the collection system, via I/I reduction and removal of debris. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate aging pipelines and structures within recently cleared District sewer easement areas.

Future Appropriations

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

Bond Language

2022 Capital Improvement Program

Sewer

Program – Hartford Hospital Area Water Main Replacement Sewer Work

Amount
\$600,000

Project #

Fund
2110

Description

Sewer rehabilitation surrounding Hartford Hospital to include, but not limited to point repairs on Essex Street and Hudson Street, CIPP lining on Washington Street, Jefferson Street, and Essex Street. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To upgrade sanitary sewer pipelines and structures within the vicinity of a District water main replacement project.

Future Appropriations

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

Bond Language

2022 Capital Improvement Program

Sewer

Program – Farmington 11 / Sisson Ave. Area WMR

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,100,000		2110

Description

Sanitary sewer and lateral rehabilitation along streets including, but not limited to Farmington Ave, Sisson Ave, Sherman St, Lorraine St, Denison St, Frederick St and Owen St and surrounding areas. Design and construction of sewer system repairs, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To repair, rehabilitate or replace sanitary sewer pipelines and structures within the vicinity of a District water main replacement project.

Future Appropriations

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

Bond Language

2022 Capital Improvement Program

Sewer

Program – Private Property Inflow Disconnect Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,100,000		2110

Description

The inspection of private property sewer laterals in order to identify defects and/or infiltration sources. The program will also include the Installation and or replacement of backwater valves, and/or additional work required to remove private inflow sources as needed to protect customer from sewer surcharging. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To eliminate storm water from the sanitary sewer system.

Future Appropriations

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

Bond Language

2022 Capital Improvement Program

Sewer

Program – Brookside Rd. Sanitary Pump Station Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,700,000		2110

Description

Design and construction for the replacement of the Brookside Road Sanitary Pump Station, including replacement of existing mechanical, structural, electrical, and controls systems and the installation of an odor control system. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace the pump station that has deteriorated beyond repair or rehabilitation.

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2022 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	\$	2,200,000
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Water Distribution

Paving Program & Restoration		3,400,000
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Farmington 11 / Sisson Ave. Area Water Main Replacement		10,000,000
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Boulevard & Garfield Rd WMR (Accelerated Plus)		4,000,000
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Capitol Ave. Area Water Main Replacement		11,500,000
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Hartford Hospital Area Water Main Replacement		7,100,000
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Bishop's Corner Water Main Replacement		3,900,000
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Water Storage Tank Rehabilitation and Improvement		800,000
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Advanced Meter Reading Program		1,500,000
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Water Service Inventory and Mapping		1,750,000
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Water Supply Master Plan - Year 1 Design		500,000
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Raw Water Transmission Main Rehab		250,000
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Nepaug Dam Concrete Rehab & Stability Improvements Design		250,000
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Total Water	\$	47,150,000
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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.

2021 Capital Improvement Program

Water

Program – General Purpose Water Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,200,000		2120

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 include electrical, mechanical, or renewable energy upgrades at District facilities as well as water modeling, master planning and the integration of SCADA and data collection/evaluation systems. Consultant, contractor, or district forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,400,000		2120

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 and outside 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, replacements and repairs.

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Farmington 11 / Sisson Ave. Area Water Main Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$10,000,000		2120

Description

Construction, construction management, inspection and associated work for the replacement of existing water mains and service reconnections along streets including, but not limited to Farmington Ave, Sisson Ave, Sherman St, Lorraine St, Denison St, Frederick St and Owen St, and surrounding areas in Hartford. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging water mains with multiple break history.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2021 Capital Improvement Program

Water

Program – Boulevard & Garfield Rd WMR (Accelerated Plus)

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,000,000		2120

Description

Construction, construction management, inspection and associated work for the replacement of existing water mains along streets including, but not limited to Boulevard and Garfield Street, and surrounding areas in Hartford. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging and undersized water mains with multiple break history.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2021 Capital Improvement Program

Water

Program – Capitol Ave. Area Water Main Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$11,500,000		2120

Description

Construction, construction management, inspection and associated work for the replacement of approximately 10,000 LF existing water mains along streets including, but not limited to Capitol Ave, Beacon St, Natalie St, Rowe Ave, James St, Dorothy St, Ashton St and Heath St, and surrounding areas in Hartford. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging and undersized water mains with multiple break history.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2021 Capital Improvement Program

Water

Program – Hartford Hospital Area Water Main Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$7,100,000		2120

Description

Construction, construction management, inspection, and associated work for the replacement of existing water mains and service reconnections along streets surrounding Hartford Hospital including, but not limited to Washington Street, Jefferson Street, Seymour Street, Retreat Avenue, Essex Street and surrounding areas in Hartford. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging and undersized water mains with multiple break history.

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2021 Capital Improvement Program

Water

Program – Bishop's Corner Water Main Replacement

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,900,000		2120

Description

Construction, construction management, inspection and associated work for the replacement of existing water mains and service reconnections in surrounding areas of Bishop's Corner in West Hartford District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To replace aging and undersized water mains with multiple break history

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

2021 Capital Improvement Program

Water

Program – Water Storage Tank Rehabilitation and Improvement

Amount
\$800,000

Project #

Fund
2120

Description

To extend the lifespan, improve the condition and enhance the water quality, security, efficiency and safety of the District's water storage tanks and basins. Scope of work includes the painting, rehabilitation and site safety, and site utility improvements to Day Hill Water Storage Tank in Windsor as well as Day Hill Pressure Reducing Valves. Projects may also include electrical, mechanical, structural, or site safety upgrades. District and outside forces may be utilized for this program. District costs may include salary, benefits & overhead.

Purpose

To improve the lifespan and functionality of District water storage tanks/basins.

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Advanced Meter Reading Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,500,000		2120

Description

The program standardizes and replaces water meters and meter reading devices District-wide. District and outside forces may be utilized for this program. District costs may include materials, equipment, salary, benefits and overhead.

Purpose

To reduce the number of estimated water bills, replace meters that have exceeded manufacturers suggested life expectancy, replace outdated meter reading systems and standardize meter inventory

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Water Service Inventory and Mapping

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,750,000		2120

Description

Create an electronic inventory of water service diameter, material, installation year, and other information and organize it by property. Information will be electronically mapped to records District-wide. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To map service lines in an electronic format as well as linking service card to the property address for easier identification in the future. Identification and investigation of any unknown water service materials of any material and size, including customer outreach and inspection.

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Water Supply Master Plan - Year 1 Design

Amount
\$500,000

Project #

Fund
2120

Description

This project is intended to continue water supply master planning efforts based on recommendations presented after completion of various technical and condition assessments. This project will allow the District to form an overall plan for the improvement of water treatment and supply infrastructure and to proceed with critical infrastructure improvements. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To improve the raw and filter water pipeline and transmission main infrastructure.

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Raw Water Transmission Main Rehab

Amount
\$250,000

Project #

Fund
2120

Description

This project will include the design and construction of improvements to the raw water supply pipelines and related appurtenances such as blow-offs and access manholes. The project will improve the operational reliability of the raw water system, and is intended to extend and enhance the asset life. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To improve the reliability and extend the asset life of various raw water pipeline and transmission main infrastructure

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Water

Program – Nepaug Dam Concrete Rehab & Stability Improvements Design

Amount
\$250,000

Project #

Fund
2120

Description

Design services for concrete rehabilitation and possible stabilization of the Nepaug Dam, pending the results of a 3D Stability Analysis District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

Infrastructure rehabilitation, upgrades and replacement work may include structural, mechanical, electrical, instrumentation, and controls systems.

Future Appropriations

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

Bond Language

2021 Capital Improvement Program

Combined

The following is a list of the recommended combined capital programs and projects to be funded through the MDC's 2022 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 Upgrades	\$	2,550,000
Inspection Services		2,500,000
Engineering Services		4,800,000
Construction Services		2,000,000
Technical Services		5,000,000
Total Combined	\$	16,850,000

2021 Capital Improvement Program

Combined

The following positions are included in the combined capital program:

Authorized Positions

<u>Title</u>	<u>Number</u>
Construction Manager	8
Construction Services Supervisor	4
Design Manager	1
Durational Project Engineer	1
Engineering Technician 2	3
Engineering Technician 3	1
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 Party	2
Total	47

2021 Capital Improvement Program

Combined

Program – Fleet and Equipment Replacement and Upgrades

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,550,000		2130

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 approximately 16 vehicles including pick-up trucks, dump trucks, and utility vans and 10 generators both fixed and mounted as part of the Fleet Modernization Plan. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To maintain and upgrade the District's fleet and equipment.

Future Appropriations

Additional appropriation requests are anticipated over the next four years.

Bond Language

2021 Capital Improvement Program

Combined

Program – Inspection Services

<u>Amount</u>	<u>Funds Center</u>	<u>Fund</u>
\$2,500,000	C1H02	2130

Description

Staffing costs

Purpose

The Inspection Services department holds responsibility for the 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>
Senior Clerk	1
Engineering Technician 3	1
Senior Engineer Technician	1
Construction Services Supervisor	4
Principal Constr. Engineer Tech 1	1
Total	8

2021 Capital Improvement Program

Combined

Program - Engineering Services

<u>Amount</u>	<u>Funds Center</u>	<u>Fund</u>
\$4,800,000	C1H03	2130

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>
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

2021 Capital Improvement Program

Combined

Program - Construction Services

<u>Amount</u>	<u>Funds Center</u>	<u>Fund</u>
\$2,000,000	C1H04	2130

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>
Mgr. of Construction & Inspection Svcs	1
Construction Manager	3
Project Engineer 2	<u>1</u>
Total	5

2021 Capital Improvement Program

Combined

Program - Technical Services

<u>Amount</u> \$5,000,000	<u>Funds Center</u> C1H05	<u>Fund</u> 2130
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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.

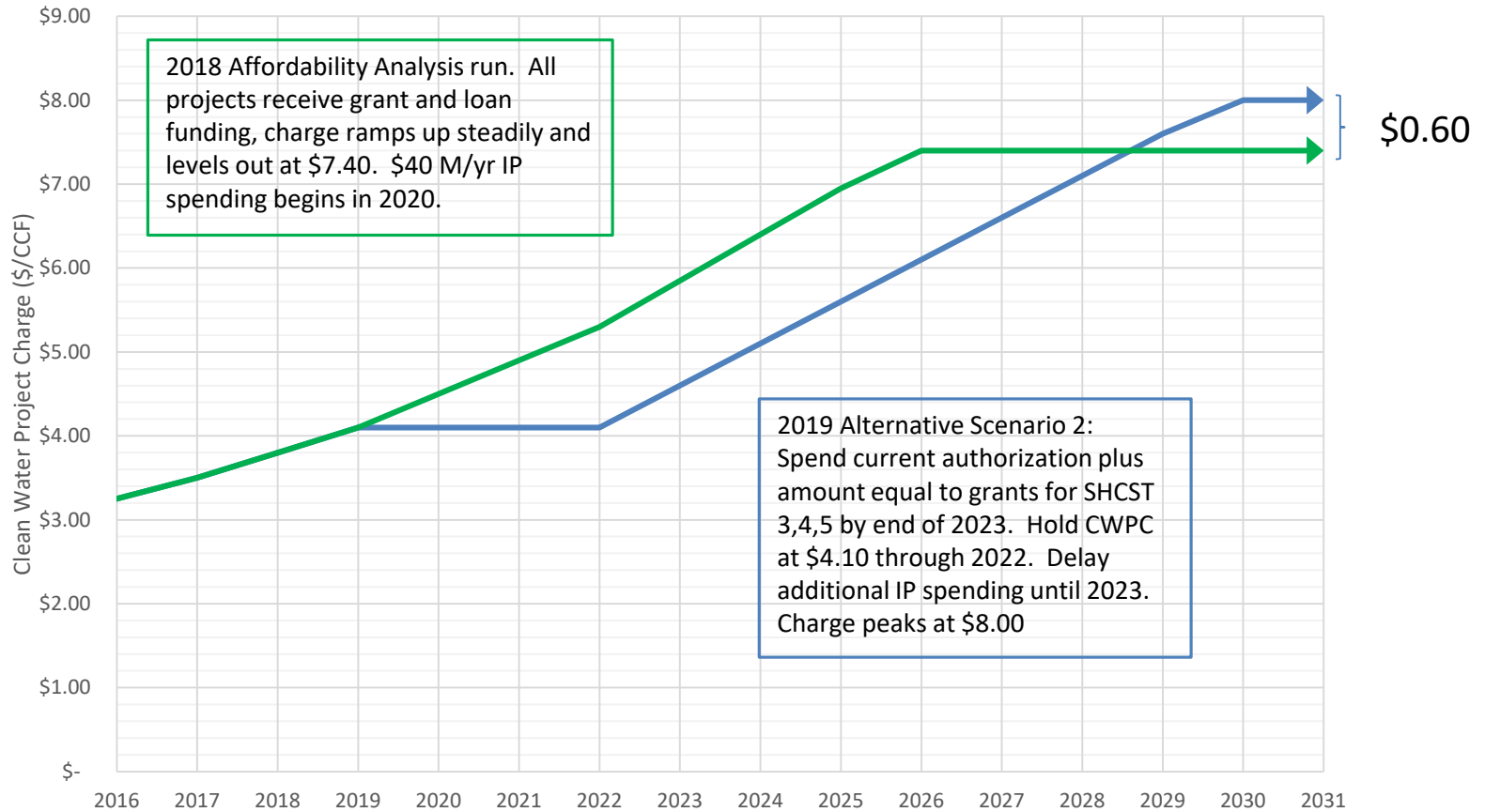
Bond Language

Authorized Positions

<u>Title</u>	<u>Number</u>
Manager of Technical Services	1
Durational Project Engineer	1
Construction Manager	1
Project Engineer 2	1
Project Engineer 1	1
Project Manager	4
Senior Clerk	1
Senior Project Manager	3
Engineering Tech 2	3
Survey Chief of Party	2
Real Estate Administrator	1
Total	19

2019 Forecast

Comparison of CWPC charge ramp up



Updates and Assumptions

■ Updated Expenditure and SRF Forecast

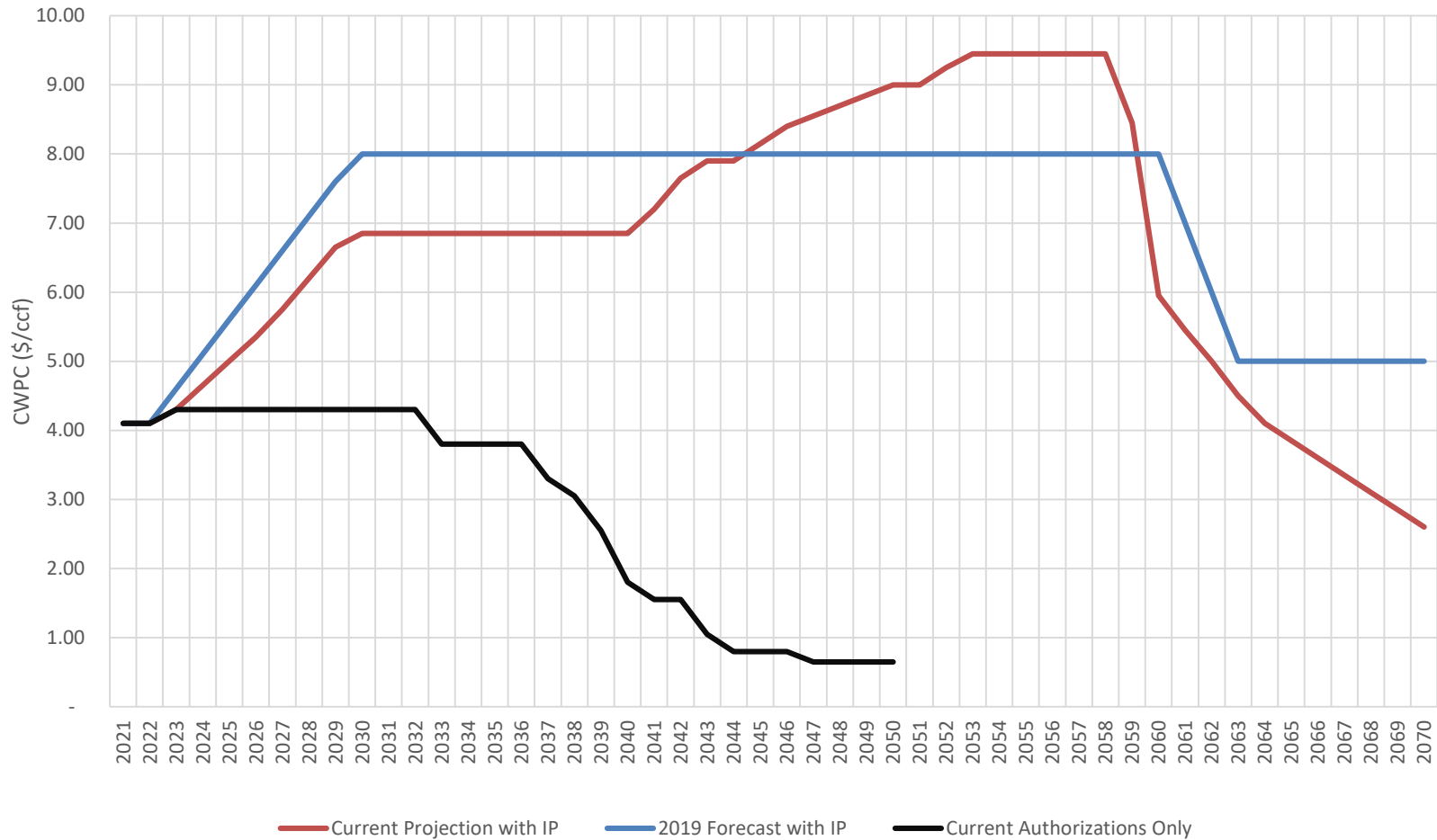
- Reflects actuals through June 2021
- Reflects current forecasts for SHCST projects
- Referendum 1 and 2 authorizations (plus grants) expended through 2026
- Integrated Plan spending starts in 2023 at \$45 million per year, escalated at 4%
- Downtown Tunnel design and construction expenditures 2034 – 2043 (unchanged)
- IP Projects supported by SRF: 50% Loan, 32% Grant, 18% local (unchanged)
- IP projects not yet forecasted individually

Updates and Assumptions

■ Updated Debt Model and CWPC forecast

- Reflects updated expenditure forecast
- Reflects current debt service schedules
- Includes anticipated refinancing / redemption as presented in 2021 POS
- Consumption subject to CWPC 16.1 million ccf, collection 95% (unchanged)
- SRF Debt 2%, 20 yrs; Future Revenue Bonds 5%, 30 year
- Minimum coverage ratio for revenue bonds: 1.2x; For all debt, minimum coverage ratio forecast is 1.0x
- Gradual and steady increases in CWPC; Begin increasing CWPC in 2023
- Avoid “high” rate stabilization fund balances
- Time the increase required to service Downtown Tunnel debt until project is underway
- Paygo used for administrative / management costs and portion of IP not funded through SRF

CWPC Forecast Comparison



**DISPOSITION OF SURPLUS LAND AND APPROPRIATION FOR
ASSOCIATED EXPENSES**

To: Board of Finance for consideration on October 27, 2021

WHEREAS, The Metropolitan District (the "District") owns significant acreage of surplus real property, some of which may be of little or no use to the core missions of the District, and which may be suitable for sale in order to relieve the District of the costs of taxes, maintenance, insurance and oversight; and

WHEREAS, it is in the best interest of the District to develop a program to identify, prioritize and select parcels of such surplus lands for disposition pursuant to State statutes and regulations, and the District's Charter and Ordinances; and

WHEREAS, such program for disposition will identify acreage eligible for sale, determine the requirements and procedures for authorization of sale of the properties, prioritize the parcels most appropriate for such disposition and establish the requisite State and District procedures and approvals required for lawful transfer; and

NOW THEREFORE, the Board of Finance of The Metropolitan District hereby recommends to the District Board, the establishment of a program to identify surplus lands of the District eligible for sale subject to State statutory, regulatory, Charter and ordinance requirements, and further authorizes the District staff to take such action as appropriate thereof; and

AND FURTHER, any costs or expenses associated with this initiative shall be paid from or included within existing purchase orders or contracts, and to the extent additional funds may be necessary and justified to complete this initiative, District staff shall present the funding request to the Finance Committee and the District Board for their consideration; and

AND FURTHER, upon completion of the work associated with this initiative, District staff shall report and make recommendations to the District bureaus of cognizance (i.e., Water Bureau and Bureau of Public Works), which in turn shall make recommendations, as deemed appropriate, to the District Board.

Respectively submitted,



Scott W. Jellison
Chief Executive Officer