

2023

Proposed Annual Budget



The Metropolitan District
Hartford, CT

Table of Contents

Summary

Revenue & Expenditure Summary	A2
Expenditures: Changes by Department	A4
Expenditures: Changes by Major Object	A9
Expenditures: Statistical Analysis	A13

Appropriations

Basis of Budgetary Accounting	B1
Budget Expenditures	B2
Budget Revenues	B3

Expenditures

District Board	C4
Administration	C5
Expenditure Trend	C7
Chief Executive Office	C8
Summary	C10
Expenditure Trend	C12
Administration	C13
Communications	C15
Human Resources	C17
Legal	C19
Administration	C21
Expenditure Trend	C23
Chief Administrative Office	C24
Summary	C26
Administrative Office	C27
Administration	C28
Expenditure Trend	C30
Finance	C31
Summary	C33
Expenditure Trend	C35
Administration	C36
Financial Control	C38
Treasury	C40
Budget Unit	C42

Procurement	C44
Administration	C45
Expenditure Trend	C47
Customer Service	C48
Administration	C49
Expenditure Trend	C51
Information Technology	C52
Summary	C54
Expenditure Trend	C56
Administration	C57
GIS	C59
Operating Office	C63
Administration	C65
Expenditure Trend	C67
Engineering & Planning	C68
Summary	C70
Expenditure Trend	C72
Administration	C73
Diversity	C75
Engineering Services	C77
Construction Services	C78
Technical Services	C79
Environment, Health & Safety	C80
Summary	C82
Expenditure Trend	C84
Administration	C85
Household Hazardous Waste — District	C87
Household Hazardous Waste — Non-District	C89
Command Center	C91
Summary	C93
Expenditure Trend	C95
Administration	C96
Utility Services	C98
Operations	C100
Summary	C102
Expenditure Trend	C104
Administration	C105

Systems Repair & Maintenance	C107
Laboratory Services	C110
Summary	C112
Expenditure Trend	C114
Administration	C115
Operations	C117
Water Pollution Control	C121
Expenditure Trend	C121
Summary	C123
Administration	C126
Hartford.	C128
East Hartford	C131
Poquonock	C134
Rocky Hill.	C136
Maintenance	C138
Summary	C140
Expenditure Trend	C142
Administration	C143
Facilities & Electronic Maintenance	C145
Administrative Facilities Maintenance	C149
Central Equipment Maintenance	C151
Warehouse	C154
Water Treatment and Supply	C156
Summary	C158
Expenditure Trend	C160
Administration	C161
Water Treatment - West Hartford.	C163
Water Treatment - Bloomfield	C166
Water Treatment – Facilities & Grounds Maintenance.	C168
Water Treatment - Collinsville	C170
Watershed Management	C172
Reservoir Operations & Maintenance	C174
Recreation	C177
Patrol	C179
Summary	C181
Expenditure Trend	C183
Administration	C184

Recreation	C186
Debt Service	C188
Summary	C190
Expenditure Trend	C192
Sewer.	C193
Water	C194
Employee Benefits.	C195
Summary	C197
Expenditure Trend	C199
General Insurance.	C200
Summary	C202
Expenditure Trend	C204
Taxes & Fees	C205
Summary	C207
Expenditure Trend	C209
Specials Agreements & Programs.	C210
Summary	C212
Expenditure Trend	C214
Sewer Funded	C215
Water Funded	C217
Contingencies	C219
Summary	C221
Expenditure Trends.	C223
Hydroelectric.	C224
Summary	C226
Expenditure Trend	C228
Goodwin	C229
West Branch	C231

Revenues

Revenue SummaryD2
Water Utility Revenues	
Revenue BreakdownD7
Five-Year Revenue TrendD8
Sale of Water and Other Operating Revenues.D9
Non-Operating Revenues	D11
Other Non-Operating Revenues	D13
Water Consumption by Customer Class (CCF)*	D14

Sewer Revenues

Revenue Breakdown	D16
Five-Year Revenue Trend	D17
Tax on Member Municipalities	D18
Other Government Agencies	D19
Other Sewer Revenues.	D21
Sewer User Charge	D23
Other Financing Sources.	D24
Designated From Surplus	D25

Hydroelectric Revenues

Revenue Breakdown	D27
Five-Year Revenue Trend	D28
Power Generation by Kilowatt Hours.	D30

Budget Summary

Revenue & Expenditure Summary

The Proposed District's budget for 2023 totals \$204,745,467, a \$4,303,508 or a 2.1% decrease from the appropriation level adopted in support of 2022 operations and programs. The following table summarizes the proposed 2023 operating revenues and expenditures for the District's Water and Sewer operations.

	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Water Revenues</u>				
Sale of Water	\$95,136,557	\$96,552,254	\$96,612,827	\$91,459,085
Other Operating Revenue	8,350,089	8,494,100	8,744,474	8,871,900
Subtotal Operating Revenue	103,486,646	105,046,354	105,357,301	100,330,985
Non-Operating Revenues	1,617,967	2,401,119	2,292,045	2,364,497
Contributions from Other Funds	-	1,400,000	800,000	4,795,335
Subtotal Non-Operating Revenue	1,617,967	3,801,119	3,092,045	7,159,832
Total Water Revenue	105,104,613	108,847,473	108,449,346	107,490,817
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600
Revenue for Other Gov't Agencies	11,070,994	10,931,000	10,386,266	11,931,000
Other Sewer Revenues	16,426,081	18,212,000	18,574,424	12,429,321
Sewer User Charge Revenues	11,329,083	13,301,902	11,586,283	11,584,900
Subtotal Operating Revenue	90,301,858	95,521,502	93,623,573	89,021,821
DEEP Contingency	-	1,980,000	1,980,000	1,980,000
Contributions from Other Funds	-	2,700,000	2,700,000	6,252,829
Subtotal Non-Operating Revenue	-	4,680,000	4,680,000	8,232,829
Total Sewer Revenues	90,301,858	100,201,502	98,303,573	97,254,650
Total Water and Sewer Revenues	\$195,406,471	\$209,048,975	\$206,752,919	\$204,745,467
<u>Expenditures</u>				
District Board	\$348,714	\$525,500	\$525,500	\$525,500
Executive Office	2,438,390	3,073,067	3,073,067	3,222,283
Legal	1,216,657	1,475,670	1,475,670	1,504,634
Administrative Office	1,188,646	994,406	805,906	656,660
Finance	5,382,438	6,024,159	5,528,726	6,188,714
Information Technology	8,123,192	8,874,980	8,742,280	9,335,328
Engineering and Planning	908,077	1,093,132	1,027,000	1,073,777
Water Treatment & Supply	7,000,555	8,101,154	7,580,100	9,292,383
Water Pollution Control	16,341,011	20,573,002	19,136,125	21,537,206
Laboratory Services	1,408,957	1,579,554	1,329,120	1,579,289
Maintenance	10,022,212	12,485,281	10,738,844	12,707,413
Operating Office	732,120	765,354	765,354	871,442
Environment, Health & Safety	814,446	980,718	929,000	1,013,244
Command Center	4,037,375	4,419,995	4,326,995	6,059,793
Operations	11,515,066	13,074,234	13,707,734	14,194,647
Patrol	1,311,532	1,470,957	1,331,208	1,453,642
Debt Service	68,273,445	69,016,800	71,218,639	74,427,401
Employee Benefits	35,297,020	37,216,674	37,216,674	26,065,489
General Insurance	6,042,313	6,230,238	6,230,238	2,229,737
Taxes and Fees	3,514,420	3,810,500	3,600,000	3,810,500
Special Agr. and Programs	3,507,708	5,283,600	4,622,600	5,016,385
Contingencies	-	1,980,000	1,980,000	1,980,000
Total Water and Sewer Budget	\$189,424,294	\$209,048,975	\$205,890,780	\$204,745,467

Budget Summary

Revenue & Expenditure Summary

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

	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>REVENUES</u>				
Tax on Member Municipalities	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600
Revenue for Other Gov't Agencies	11,070,994	10,931,000	10,386,266	11,931,000
Other Sewer Revenues	16,426,081	18,212,000	18,574,424	12,429,321
Sewer User Charge Revenues	11,329,083	13,301,902	11,586,283	11,584,900
Subtotal	90,301,858	95,521,502	93,623,573	89,021,821
DEEP Contingency	-	1,980,000	1,980,000	1,980,000
Contributions from Other Funds	-	2,700,000	2,700,000	6,252,829
Subtotal	-	\$4,680,000	\$4,680,000	\$8,232,829
Total Revenue	\$90,301,858	\$100,201,502	\$98,303,573	\$97,254,650
<u>EXPENDITURES</u>				
District Board	\$170,900	\$257,500	\$257,500	\$257,500
Executive Office	1,158,490	1,505,900	1,505,900	1,578,900
Legal	592,957	723,100	723,100	737,300
Administrative Office	582,400	487,300	394,900	321,800
Finance	2,515,178	2,951,900	2,709,100	3,032,400
Information Technology	2,493,197	2,928,700	2,884,900	3,080,600
Engineering and Planning	446,792	535,600	503,200	526,100
Water Pollution Control	16,341,011	20,573,002	19,136,125	21,537,206
Laboratory Services	636,820	758,200	638,000	758,000
Maintenance	4,445,982	6,117,900	5,262,000	6,226,600
Operating Office	358,700	375,000	375,000	427,000
Environment, Health & Safety	352,629	480,600	455,200	496,400
Command Center	1,305,554	1,502,800	1,471,200	2,060,300
Operations	2,699,217	3,268,600	3,427,000	3,548,700
Debt Service	36,090,300	35,117,500	35,117,500	36,248,080
Employee Benefits	15,883,700	16,747,500	16,747,500	11,729,500
General Insurance	2,416,900	2,492,100	2,492,100	891,900
Special Agr. and Programs	1,301,848	1,398,300	1,418,300	1,816,364
Contingencies	-	1,980,000	1,980,000	1,980,000
Total Expenses	\$89,792,575	\$100,201,502	\$97,498,525	\$97,254,650

Budget Summary

Revenue & Expenditure Summary

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

	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>REVENUES</u>				
Sale of Water	\$95,136,557	\$96,552,254	\$96,612,827	\$91,459,085
Other Operating Revenues	8,350,089	8,494,100	8,744,474	8,871,900
Subtotal	\$103,486,646	\$105,046,354	\$105,357,301	\$100,330,985
Non-Operating Revenues	1,617,967	2,401,119	2,292,045	2,364,497
Contributions from Other Funds	-	1,400,000	800,000	4,795,335
Total Revenue	\$105,104,613	\$108,847,473	\$108,449,346	\$107,490,817
<u>EXPENDITURES</u>				
District Board	\$177,814	\$268,000	\$268,000	\$268,000
Executive Office	1,279,900	1,567,167	1,567,167	1,643,383
Legal	623,700	752,570	752,570	767,334
Administrative Office	606,246	507,106	411,006	334,860
Finance	2,867,260	3,072,259	2,819,626	3,156,314
Information Technology	5,629,995	5,946,280	5,857,380	6,254,728
Engineering and Planning	461,285	557,532	523,800	547,677
Water Treatment & Supply	7,000,555	8,101,154	7,580,100	9,292,383
Laboratory Services	772,137	821,354	691,120	821,289
Maintenance	5,576,230	6,367,381	5,476,844	6,480,813
Operating Office	373,420	390,354	390,354	444,442
Environment, Health & Safety	461,817	500,118	473,800	516,844
Command Center	2,731,821	2,917,195	2,855,795	3,999,493
Operations	8,815,849	9,805,634	10,280,734	10,645,947
Patrol	1,311,532	1,470,957	1,331,208	1,453,642
Debt Service	32,183,145	33,899,300	36,101,139	38,179,321
Employee Benefits	19,413,320	20,469,174	20,469,174	14,335,989
General Insurance	3,625,413	3,738,138	3,738,138	1,337,837
Taxes and Fees	3,514,420	3,810,500	3,600,000	3,810,500
Special Agr. and Programs	2,205,860	3,885,300	3,204,300	3,200,021
Total Expenses	\$99,631,719	\$108,847,473	\$108,392,255	\$107,490,817

Budget Summary

Expenditures: Changes by Department

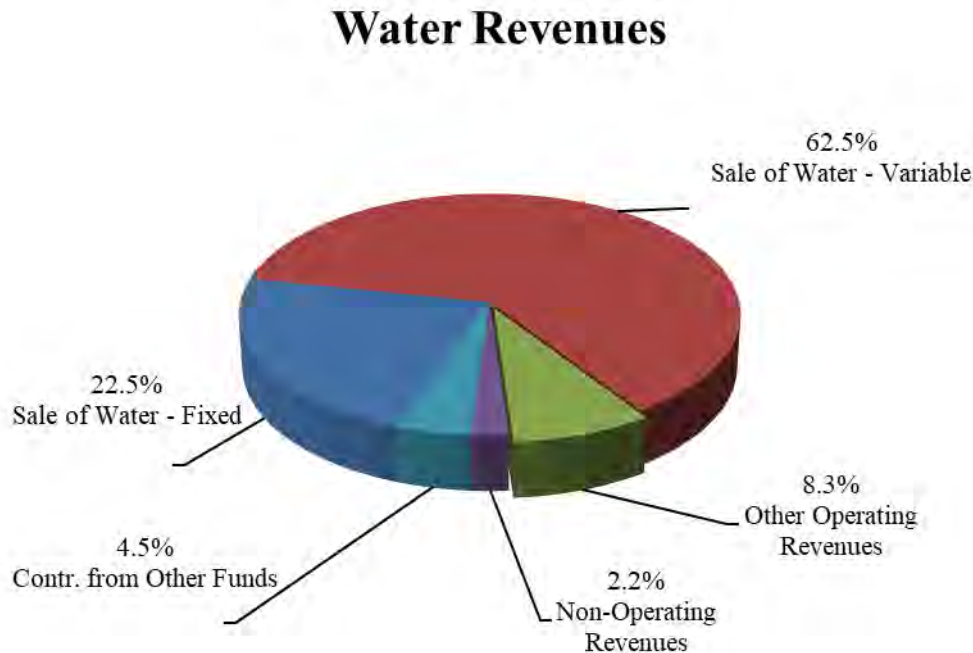
Proposed water and sewer revenues for 2023 total \$204,745,467, a decrease of \$4,303,508 or 2.1% from the adopted 2022 level. The sewer revenues have decreased by \$2,946,852, and the water revenues decreased by \$1,356,656.

	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$95,136,557	\$96,552,254	\$96,612,827	\$91,459,085
Other Operating Revenues	8,350,089	8,494,100	8,744,474	8,871,900
Total Operating Revenues	103,486,646	105,046,354	105,357,301	100,330,985
Non-Operating Revenues	1,617,967	2,401,119	2,292,045	2,364,497
Contributions from Other Funds	-	1,400,000	800,000	4,795,335
Total Other Revenues	1,617,967	3,801,119	3,092,045	7,159,832
Total Water Revenues	\$105,104,613	\$108,847,473	\$108,449,346	\$107,490,817
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600
Revenue from Other Govt. Agencies	11,070,994	10,931,000	10,386,266	11,931,000
Other Sewer Revenues	16,426,081	18,212,000	18,574,424	12,429,321
Sewer User Charge Revenues	11,329,083	13,301,902	11,586,283	11,584,900
Total Operating Revenues	90,301,858	95,521,502	93,623,573	89,021,821
DEEP Contingency	-	1,980,000	1,980,000	1,980,000
Contributions from Other Funds	-	2,700,000	2,700,000	6,252,829
Total Other Revenues	-	4,680,000	4,680,000	8,232,829
Total Sewer Revenues	90,301,858	100,201,502	98,303,573	97,254,650
Total Water and Sewer Revenues	\$195,406,471	\$209,048,975	\$206,752,919	\$204,745,467

Budget Summary

Expenditures: Changes by Department

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



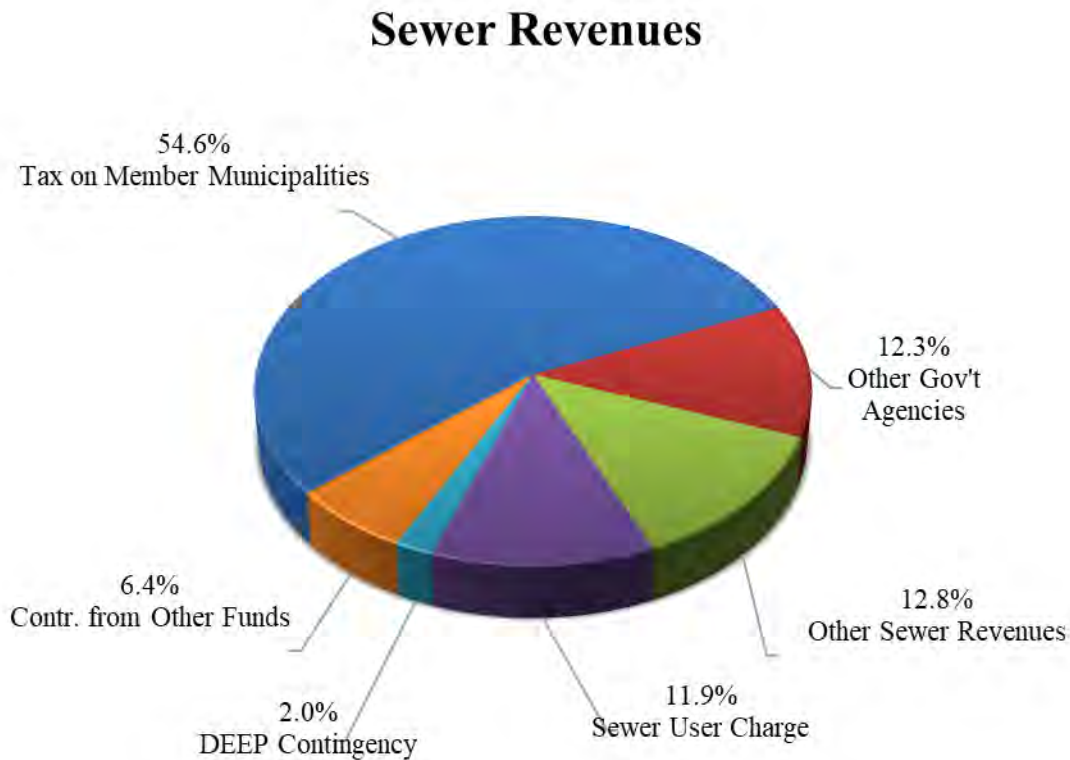
Water: (\$1,356,656)

- **Sale of Water:** An overall decrease of \$5,093,169 is primarily driven by a reduction in the water usage charge.
- **Other Operating Revenues:** The increase of \$377,800 is due to increased Water Billing Penalties and Hydrant Maintenance.
- **Non-Operating Revenues:** A net decrease of \$36,622 results from the realignment and reduction of various revenue sources, Interest Income, Legal Recovery, Resource Related Billings, Recreational Sales, Forestry Sales, Main Pipe Assessments, and Department of Transportation.
- **Contributions from Working (Other) Funds:** Use of fund balance was decreased by \$600,000, while *Contributions from Other Funds* increased by \$3,995,335.

Budget Summary

Expenditures: Changes by Department

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



Sewer: (\$2,946,852)

- **Tax on Member Municipalities:** Is unchanged from the 2022 Adopted level. 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 increase by \$1,000,000 or 9.1%, resulting from the increased activity in Sludge Services.
- **Other Sewer Revenues:** An overall decrease of \$5,782,679 is primarily driven by the elimination of the PMU Overhead.
- **Sewer User Charges:** Decreases by \$1,717,002 or 12.9% due to a decrease in Tax-exempt customers. The sewer user rate will remain unchanged for 2023 at \$5.90 per CCF.
- **Contributions from Other Funds:** An increase of \$3,552,829 is anticipated for 2023.

Budget Summary

Expenditures: Changes by Department

Member Municipalities Tax History and 2023 Installment Schedule

Ad Valorem Budget	2019	2020	2021	2022	2023
Hartford	\$12,372,000	\$13,035,400	\$13,169,100	\$14,067,500	\$13,280,070
East Hartford	\$5,775,200	\$6,089,300	\$6,015,200	\$6,264,400	\$6,329,600
Newington	\$4,318,900	\$4,623,100	\$4,681,000	\$4,799,100	\$4,855,190
Wethersfield	\$3,979,400	\$4,240,800	\$4,214,100	\$4,252,500	\$4,336,360
Windsor	\$4,274,900	\$4,611,600	\$4,551,500	\$4,698,600	\$4,790,350
Bloomfield	\$3,488,600	\$3,879,300	\$3,808,100	\$3,868,400	\$3,894,580
Rocky Hill	\$2,909,600	\$3,144,100	\$3,171,200	\$3,206,800	\$3,348,770
West Hartford	\$11,034,500	\$11,852,100	\$11,865,500	\$11,919,300	\$12,241,680
Total	\$48,153,100	\$51,475,700	\$51,475,700	\$53,076,600	\$53,076,600

Tax % (3yr avg.)	2019	2020	2021	2022	2023
Hartford	25.69%	25.32%	25.58%	26.50%	25.02%
East Hartford	11.99%	11.83%	11.69%	11.80%	11.93%
Newington	8.97%	8.98%	9.09%	9.04%	9.15%
Wethersfield	8.26%	8.24%	8.19%	8.01%	8.17%
Windsor	8.88%	8.96%	8.84%	8.85%	9.03%
Bloomfield	7.24%	7.54%	7.40%	7.29%	7.34%
Rocky Hill	6.04%	6.11%	6.16%	6.04%	6.31%
West Hartford	22.93%	23.02%	23.05%	22.47%	23.05%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/18/2023	4/19/2023	7/19/2023	10/18/2023	Total
Hartford	\$3,516,875	\$3,516,875	\$3,123,160	\$3,123,160	\$13,280,070
East Hartford	1,566,100	1,566,100	1,598,700	1,598,700	6,329,600
Newington	1,199,775	1,199,775	1,227,820	1,227,820	4,855,190
Wethersfield	1,063,125	1,063,125	1,105,055	1,105,055	4,336,360
Windsor	1,174,650	1,174,650	1,220,525	1,220,525	4,790,350
Bloomfield	967,100	967,100	980,190	980,190	3,894,580
Rocky Hill	801,700	801,700	872,685	872,685	3,348,770
West Hartford	2,979,825	2,979,825	3,141,015	3,141,015	12,241,680
Total	\$13,269,150	\$13,269,150	\$13,269,150	\$13,269,150	\$53,076,600

Note: These allocations are based on 3-year average tax receipts from each town. A weighted average is used to allocate the total Ad Valorem to be collected.

Budget Summary

Expenditures: Changes by Department

The District's proposed expenditure budget for 2023 totals \$207,219,317; a \$2,233,358 or 1.1% decrease from the appropriation level adopted in support of 2022 operations and programs. The following table summarizes the changes by department this includes Hydroelectric.

Budget Appropriations	Sewer	Water	Total
District Board	\$ 257,500	\$ 268,000	\$ 525,500
Executive Office	1,578,900	1,643,383	3,222,283
Legal	737,300	767,334	1,504,634
Administrative Office	321,800	334,860	656,660
Finance	3,032,400	3,156,314	6,188,714
Information Technology	3,080,600	6,254,728	9,335,328
Engineering and Planning	526,100	547,677	1,073,777
Water Treatment & Supply	-	9,292,383	9,292,383
Water Pollution Control	21,537,206	-	21,537,206
Laboratory Services	758,000	821,289	1,579,289
Maintenance	6,226,600	6,480,813	12,707,413
Chief Operating Office	427,000	444,442	871,442
Environment, Health and Safety	496,400	516,844	1,013,244
Command Center	2,060,300	3,999,493	6,059,793
Operations	3,548,700	10,645,947	14,194,647
Patrol	-	1,453,642	1,453,642
Debt Service	36,248,080	38,179,321	74,427,401
Employee Benefits	11,729,500	14,335,989	26,065,489
General Insurance	891,900	1,337,837	2,229,737
Taxes and Fees	-	3,810,500	3,810,500
Special Agreements and Programs	1,816,364	3,200,021	5,016,385
Contingencies	1,980,000	-	1,980,000
Total Water and Sewer Budget	\$ 97,254,650	\$ 107,490,817	\$ 204,745,467
Hydroelectric			\$ 2,473,850
Total Expenditures			\$ 207,219,317

Budget Summary

Expenditures: Changes by Major Object

The table below shows the expenditures budget by Major Object.

Major Object	2021 Actual	2022 Adopted	2023 Proposed	\$ Change
Payroll				
Regular Pay	\$37,042,761	\$40,104,109	\$43,071,723	\$2,967,614
Overtime Pay	3,969,112	4,096,000	4,089,300	(6,700)
Temporary Help	10,110	295,000	318,000	23,000
Standby & Premium Pay	390,555	335,400	337,150	1,750
Longevity Pay	58,378	62,225	70,175	7,950
Total Payroll	\$41,470,916	\$44,892,734	\$47,886,348	\$2,993,614
Operations				
General Operations	15,268,126	18,591,829	19,556,827	964,998
Legal Services	422,803	808,700	575,000	(233,700)
Collection Services	365,222	569,300	375,484	(193,816)
Fuel for Incin., Pump. and Heating	2,179,875	3,794,600	4,157,250	362,650
Chemicals	2,141,603	2,843,100	4,046,300	1,203,200
Utilities	5,507,672	7,896,200	7,868,630	(27,570)
Debt	68,002,873	68,608,100	74,227,401	5,619,301
Nitrogen Credits	296,031	880,200	680,000	(200,200)
Pension Regular	7,841,600	7,917,064	7,872,627	(44,437)
OPEB	8,971,800	9,266,005	7,148,406	(2,117,599)
Employee Benefits	18,319,031	19,863,605	10,854,456	(9,009,149)
General Insurance	5,984,387	6,111,238	2,110,737	(4,000,501)
Taxes and Fees	3,514,420	3,810,500	3,810,500	-
Special Agrmts and Programs	3,142,486	4,714,300	4,640,901	(73,399)
Total Operations	141,957,929	155,674,741	147,924,519	(7,750,222)
Maintenance	5,995,449	6,501,500	6,954,600	453,100
Contingencies	-	1,980,000	1,980,000	-
Total	\$189,424,294	\$209,048,975	\$204,745,467	(4,303,508)
Hydroelectric	206,257	403,700	2,473,850	2,070,150

Budget Summary

Expenditures: Changes by Major Object

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

Payroll: \$2,993,614

- **Regular Pay** is increasing by \$2,967,614, reflecting increment and cost-of-living increases for eligible employees.
- **Overtime** will decrease by \$6,700.
- **Temporary Help** is increasing by \$23,000; this reflects The District's incurred costs to run the Intern and Learn & Earn Program.
- **Standby & Premium Pay** will be increasing by \$1,750.
- **Longevity Pay** will increase by \$7,950 due to participation.

Operations: (\$7,918,059)

- **General Operations** expenditures have increased by \$964,998, primarily driven by an increase in **Information System Professional Fees, Materials from Stock, and Clothing Allowances**.
- **Legal Services** expenditures are decreasing by \$233,700 in 2023 due to historic spending.
- **Collection Services** expenditures are decreasing by \$193,816 in 2023.
- **Fuel for Incineration, Pumping, and Heating** is increasing by \$362,650; this reflects an increase in anticipated usage and a rise in market-dependent fuel prices.
- **Chemicals** are increasing by \$1,203,200 to reflect the rise in commodity prices.
- **Utilities** are decreasing by \$27,570; this reflects a decrease in historical usage for the year 2023.
- **Debt Service**, an increase of \$5,619,301 primarily driven by the recent bond sale.
- **Nitrogen Credits** are projected to decrease by \$200,200, based on prior-year weather conditions and the Department of Energy and Environmental Protection rates for the DEEP Nitrogen Credit Program, which addresses the levels of nitrogen discharged into Long Island Sound.
- **Pension** allotment decrease of \$44,437 is based on the District's actuarial information.
- **OPEB** is decreasing by \$2,117,599 due to a change in actuarial assumptions and favorable claim experience.
- **Employee Benefits** are decreasing by \$9,009,149 due to an adjusted contribution to the Internal Service Fund for active employees and the reduction of Retirement Payout Contribution net of payroll tax increases.

Budget Summary

Expenditures: Changes by Major Object

- **General Insurance** has decreased by \$4,000,501 due to a reduction of the allocated funds in claims liabilities due to historic spend.
- **Taxes and Fees** expenditures are unchanged for 2023.
- **Special Agreements and Programs** expenditures will decrease by \$73,399, primarily driven by a funding reduction in West Branch Reservoir Maintenance being offset by increases in Mattabasset, New Britain and the funding of a new pilot program for automated meter reading.

Maintenance: \$453,100

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

Contingency: \$0

- **Contingency** are unchanged for 2023.

Hydroelectric: \$2,070,150

- **Contributions to General Fund** and **Contingency** are being utilized for 2023.

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 2023 overall proposed budget.

OBJECT CODES	AMOUNT	% OF BUDGET
Debt	\$74,227,401	36.25%
Payroll	\$47,886,348	23.39%
Employee Benefits	10,854,456	5.30%
General Operations	19,556,827	9.55%
Other Post Employee Benefits	7,148,406	3.49%
Pension Regular	7,872,627	3.85%
Utilities	7,868,630	3.84%
Maintenance	6,954,600	3.40%
General Insurance	2,110,737	1.03%
Special Agrmts and Programs	4,640,901	2.27%
Taxes and Fees	3,810,500	1.86%
Fuel for Incin., Pump. and Heating	4,157,250	2.03%
Chemicals	4,046,300	1.98%
Contingency	1,980,000	0.97%
Nitrogen Credits	680,000	0.33%
Legal Services	575,000	0.28%
Collection Services	375,484	0.18%
Total Operations	\$204,745,467	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Debt	\$74,227,401	36.25%
Payroll Related	\$69,857,984	34.12%
Utilities	23,714,077	11.58%
General Operations	10,854,456	5.30%
Maintenance	7,872,627	3.85%
Insurance	2,110,737	1.03%
Chemicals	4,640,901	2.27%
Taxes & Fees	3,810,500	1.86%
Contingency	4,046,300	1.98%
Nitrogen Credits	1,980,000	0.97%
Legal	950,484	0.46%
Special Agrmts & Prgms	680,000	0.33%
	\$204,745,467	100.00%

Budget Summary

Expenditures: Statistical Analysis

The following table shows the significant changes from the 2022 Adopted Budget and the 2023 Proposed Budget.

Commitment Item	Expenditure Classification	2022 Adopted	2023 Proposed	Change	Percent Change
517060	Principal Bonds	20,575,300	24,104,038	3,528,738	17.15%
501010	Regular Pay	40,104,109	43,071,723	2,967,614	7.40%
540030	Transfers Out - Debt Service Fund Interest	13,892,100	14,955,263	1,063,163	7.65%
517090	Interest On Bonds	12,995,700	13,726,928	731,228	5.63%
523170	Subscription Based Services	430,000	802,000	372,000	86.51%
515100	Orthophosphate	317,700	652,700	335,000	105.45%
515060	Sodium Hypochlorite	251,000	553,600	302,600	120.56%
512940	Berlin	-	260,164	260,164	#DIV/0!
513710	Fuel	2,954,700	3,196,950	242,250	8.20%
513690	Materials From Stock	2,274,500	2,516,000	241,500	10.62%
512060	Police Services	500,000	700,000	200,000	40.00%
515080	Polymers	1,200,000	1,400,000	200,000	16.67%
515020	Sodium Hydroxide	401,000	595,700	194,700	48.55%
517120	Int & Note Issue Expense	359,600	548,556	188,956	52.55%
512400	Disposal/Removal Fees	234,800	419,600	184,800	78.71%
503110	Social Security	2,687,991	2,863,434	175,443	6.53%
521190	Infrastructure Equip/Licenses	65,000	240,000	175,000	269.23%
521080	Tool & Work Equipment	515,600	657,700	142,100	27.56%
512260	Agency Hire	3,500	143,500	140,000	4000.00%
514040	Meter Services	68,500	188,037	119,537	174.51%
512100	Traffic Control/Flagging Services	60,000	175,000	115,000	191.67%
540020	Transfers Out - Debt Service Fund Principal	20,785,400	20,892,616	107,216	0.52%
513430	Rock Sand & Dirt	1,218,569	1,317,000	98,431	8.08%
513720	Diesel Fuel	433,750	524,800	91,050	20.99%
521100	Treatment Equipment	1,499,900	1,585,900	86,000	5.73%
515040	Polyaluminum Chloride	-	83,250	83,250	100%
512420	Incinerator Ash Disposal	726,000	793,000	67,000	9.23%
512880	Mattabassett District	707,000	770,700	63,700	9.01%
514050	Heating & Air Conditioning	285,000	342,000	57,000	20.00%
519330	General Property	519,876	569,713	49,837	9.59%
515090	Powdered Carbon	77,000	125,100	48,100	62.47%
515010	Aluminum Sulfate	163,100	209,600	46,500	28.51%
503050	Medicare Part B	650,946	696,787	45,841	7.04%
515050	Hydrofluosilicic Acid	132,800	175,700	42,900	32.30%
513730	Gasoline	300,000	340,500	40,500	13.50%
519450	Pollution Liability Insurance	88,000	124,428	36,428	41.40%
512070	Consultant Services	1,188,000	1,219,000	31,000	2.61%
512710	Outside Testing & Lab Services	417,520	448,200	30,680	7.35%
522030	Information System R&M	1,908,000	1,937,000	29,000	1.52%
522010	Facilities R&M	531,000	559,500	28,500	5.37%
512390	Riparian	250,000	275,000	25,000	10.00%
521090	Transportation Equipment	505,200	530,000	24,800	4.91%
515110	Sodium Bisulfite	27,000	50,550	23,550	87.22%
501020	Temporary Pay	295,000	318,000	23,000	7.80%
519380	Public Liability	132,814	154,522	21,708	16.34%
512820	Lock Box Fee	100,000	120,000	20,000	20.00%
513770	Auto Parts	-	20,000	20,000	100%
523140	Other Equipment Rental	86,700	66,700	(20,000)	-23.07%
523160	Equipment Leases	122,000	100,000	(22,000)	-18.03%
511220	Dues & Memberships	364,500	340,500	(24,000)	-6.58%
519070	Community Outreach - Public Info.	47,000	22,000	(25,000)	-53.19%
514010	Electricity	7,896,200	7,868,630	(27,570)	-0.35%
513150	Survey Const. Supplies	30,000	-	(30,000)	-100.00%
514110	Telephone Voice & Data Lines	745,000	708,000	(37,000)	-4.97%
503100	Pension Regular	7,917,064	7,872,627	(44,437)	-0.56%
523130	Photocopier Rental	80,000	33,000	(47,000)	-58.75%
515140	Water Treatment Chemicals	138,300	54,000	(84,300)	-60.95%
512920	Collection Services	400,000	300,484	(99,516)	-24.88%
519410	Umbrella Liability	658,815	524,922	(133,893)	-20.32%
512850	DEEP Nitrogen Credits	880,200	680,000	(200,200)	-22.74%
512020	Legal Services	978,000	670,000	(308,000)	-31.49%
512210	Information System Professional Fees	2,410,000	1,900,000	(510,000)	-21.16%
512910	West Branch Reservoir Lease Maintenance	1,400,000	800,000	(600,000)	-42.86%
503180	Retirement Payout Contribution	1,925,228	-	(1,925,228)	-100.00%
503060	OPEB Trust Contribution	9,266,005	7,148,406	(2,117,599)	-22.85%
519390	Liability-Claims	4,000,000	-	(4,000,000)	-100.00%
503010	Medical Services	14,667,440	7,357,235	(7,310,205)	-49.84%

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. The 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	1,578,900	1,643,383	3,222,283
Legal	737,300	767,334	1,504,634
Administrative Office	321,800	334,860	656,660
Finance	3,032,400	3,156,314	6,188,714
Information Technology	3,080,600	6,254,728	9,335,328
Engineering and Planning	526,100	547,677	1,073,777
Water Treatment & Supply	-	9,292,383	9,292,383
Water Pollution Control	21,537,206	-	21,537,206
Laboratory Services	758,000	821,289	1,579,289
Maintenance	6,226,600	6,480,813	12,707,413
Chief Operating Office	427,000	444,442	871,442
Environment, Health and Safety	496,400	516,844	1,013,244
Command Center	2,060,300	3,999,493	6,059,793
Operations	3,548,700	10,645,947	14,194,647
Patrol	-	1,453,642	1,453,642
Debt Service	36,248,080	38,179,321	74,427,401
Employee Benefits	11,729,500	14,335,989	26,065,489
General Insurance	891,900	1,337,837	2,229,737
Taxes and Fees	-	3,810,500	3,810,500
Special Agreements and Programs	1,816,364	3,200,021	5,016,385
Contingencies	1,980,000	-	1,980,000
Total Water and Sewer Budget	\$ 97,254,650	\$ 107,490,817	\$ 204,745,467
Hydroelectric			\$ 2,473,850
Total Expenditures			\$ 207,219,317

Budget Revenues

Water Revenues

Operating Revenues

Sale of Water	\$ 91,459,085
Other Operating Revenues	8,871,900
Subtotal Operating Revenues	<u>100,330,985</u>

Non-Operating Revenues	2,364,497
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Other Financing Sources

Contributions from Other Funds	4,795,335
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Total Source of Revenues – Water Operations	<u>\$ 107,490,817</u>
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Sewer Revenues

Operating Revenues

Tax on Member Municipalities	\$ 53,076,600
Revenue from Other Government Agencies	11,931,000
Other Sewer Revenues	12,429,321
Sewer User Charge Revenues	11,584,900
Subtotal Operating Revenues	<u>\$ 89,021,821</u>

Other Financing Sources

DEEP Contingency	1,980,000
Contributions from Other Funds	6,252,829
Subtotal Other Financing Sources	<u>\$ 8,232,829</u>

Total Source of Revenues – Sewer Operations	<u>\$ 97,254,650</u>
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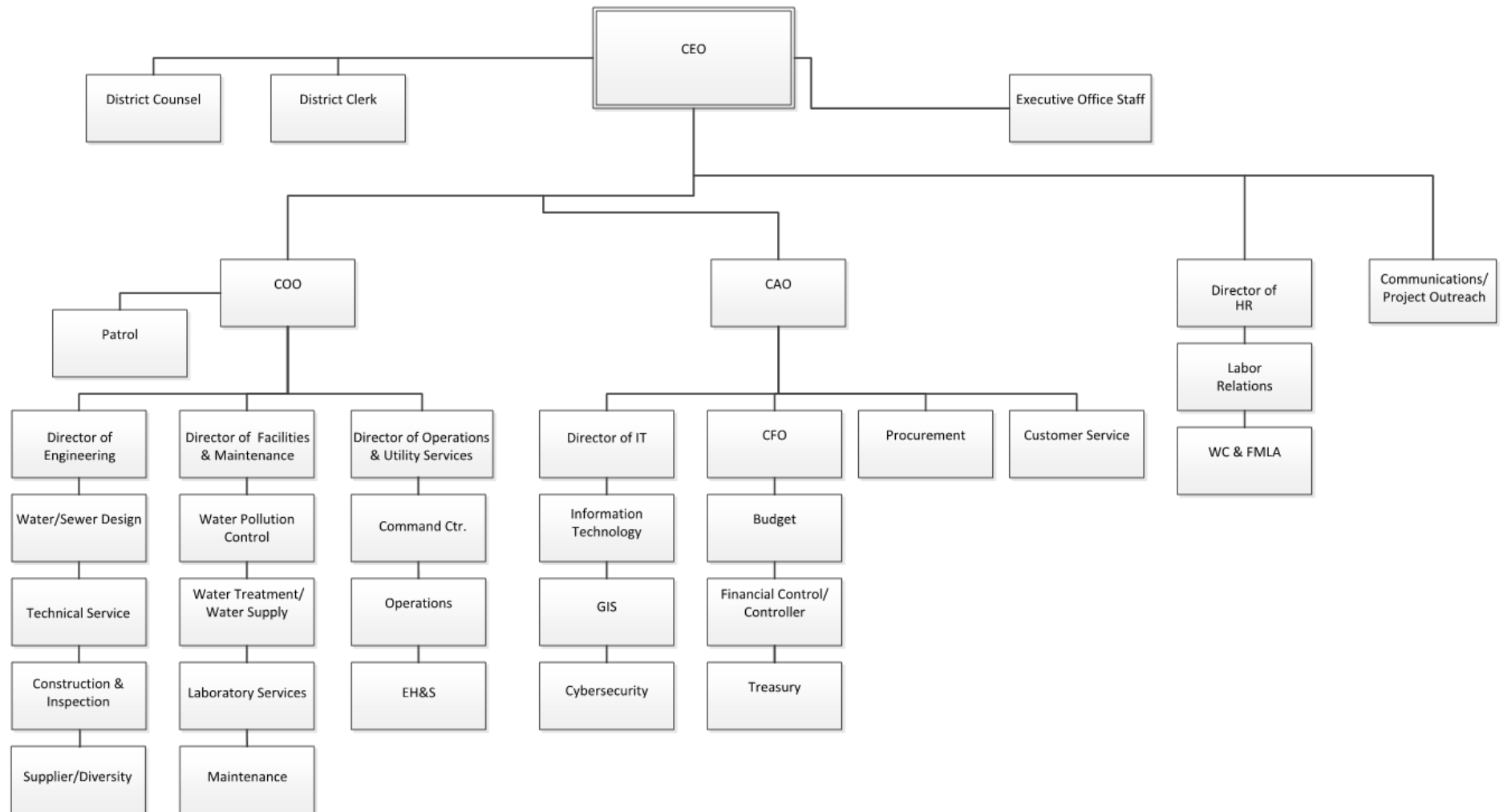
Total Source of Revenues – Water and Sewer Operations	\$ 204,745,467
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Hydroelectric Revenues	<u>\$ 973,850</u>
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Total Water/Sewer/Hydro	<u>\$ 205,719,317</u>
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The 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; Chief Administrative Office; Finance; Procurement; Customer Service; Chief Operating Office; 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 2022, there were approximately 409 active full-time employees at The Metropolitan District.

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District Board

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 remains unchanged at \$525,500.

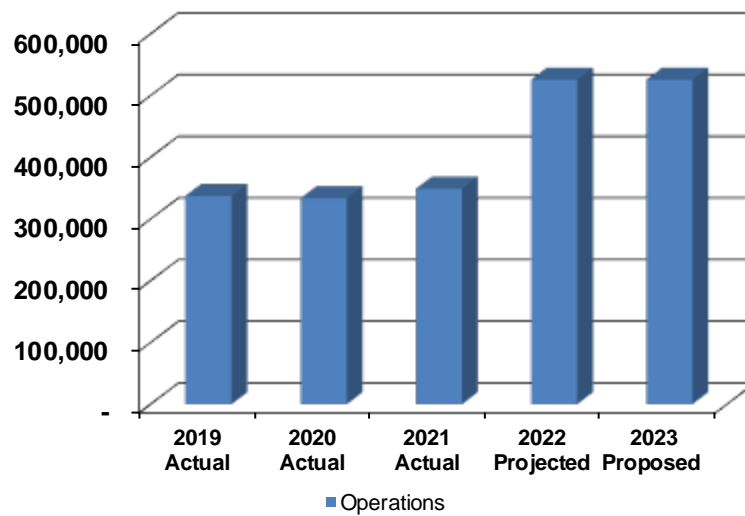
Operations: \$0

- *Dues & Memberships* allotment is for the District's membership in MetroHartford Alliance and will remain the same for 2023.
- The remaining expenditures allotments will remain the same from the adopted 2022 budget year.

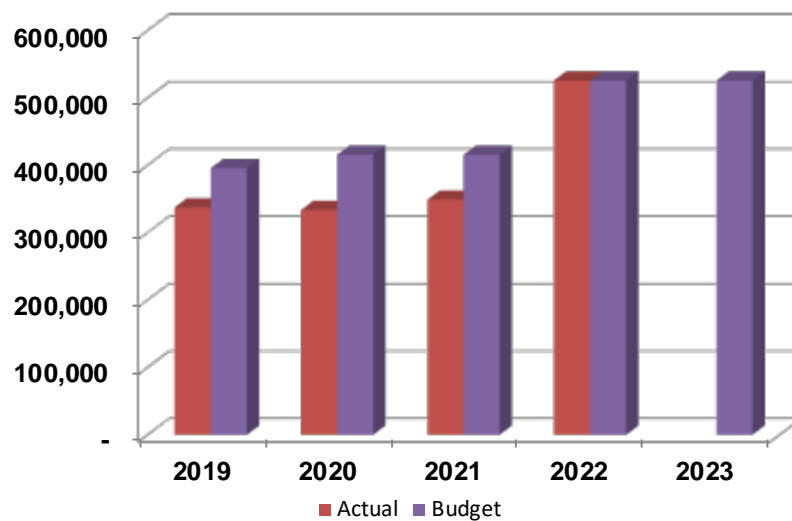
Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Operations</i>				
511110	Business Travel	-	500	500	500
511120	Meeting Expenses	14,276	35,000	35,000	35,000
511220	Dues & Memberships	-	110,000	110,000	110,000
512010	Auditing/Finance Services	151,566	165,000	165,000	165,000
512080	Outside Services	182,545	210,000	210,000	210,000
513010	Office Supplies	327	5,000	5,000	5,000
	<i>Total Expenditure Classification</i>	348,714	525,500	525,500	525,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	170,900	257,500	257,500	257,500
	Water Allocation 51%	177,814	268,000	268,000	268,000
	<i>Total Funding Allocation</i>	348,714	525,500	525,500	525,500

Expenditure Trend



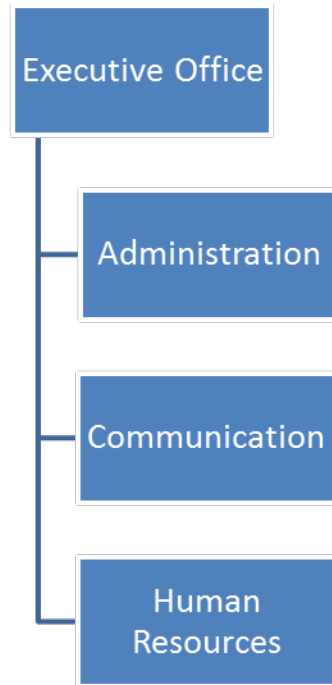
	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	-	-	-	-	-
Operations	337,038	333,424	348,714	525,500	525,500
Maintenance	-	-	-	-	-
Total	337,038	333,424	348,714	525,500	525,500



	2019	2020	2021	2022	2023
Actual	337,038	333,424	348,714	525,500	
Budget	395,500	415,500	415,500	525,500	525,500
Variance	(58,462)	(82,076)	(66,786)	-	

Chief Executive Office

Administration
Communications
Human Resources



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 \$3,222,283, increasing by \$149,216 or 4.9% above the operating expenditure level adopted for the 2022 year. The three activity budgets that comprise the Chief Executive Office — Administration, Communications, and Human Resources — are on subsequent pages.

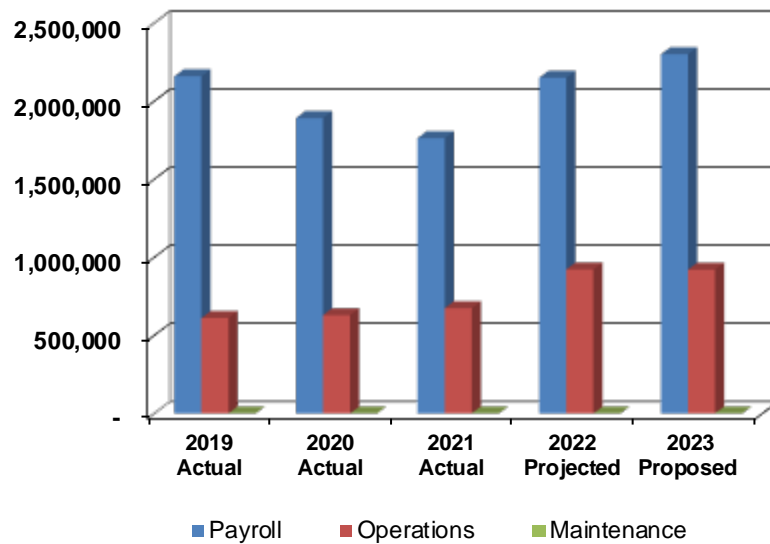
Chief Executive Office

Summary

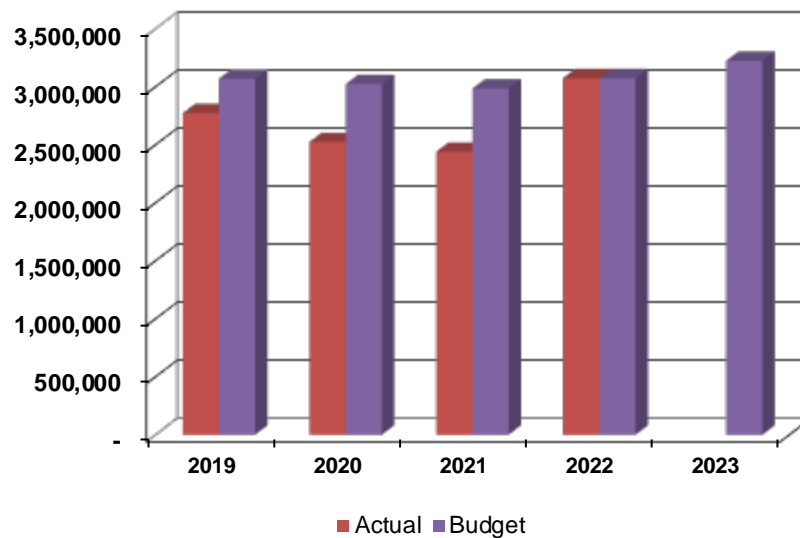
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	908,160	949,120	949,120	1,052,203
Communications	431,587	615,021	615,021	628,431
Human Resources	1,098,643	1,508,926	1,508,926	1,541,649
Total Summary by Activity	2,438,390	3,073,067	3,073,067	3,222,283
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,750,511	1,882,942	1,882,942	2,033,508
Overtime 100%	461	2,300	2,300	1,800
Overtime 150%	56	2,500	2,500	2,000
Overtime 200%	-	-	-	-
Temporary Help	9,262	260,000	260,000	260,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,525	2,825	2,825	3,275
Total Payroll	1,763,815	2,150,567	2,150,567	2,300,583
Operations	674,575	922,500	922,500	921,700
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Accounts	2,438,390	3,073,067	3,073,067	3,222,283
<u>Funding Allocation</u>				
Sewer Allocation 49%	1,158,490	1,505,900	1,505,900	1,578,900
Water Allocation 51%	1,279,900	1,567,167	1,567,167	1,643,383
Total Funding Allocation	2,438,390	3,073,067	3,073,067	3,222,283
<u>Authorized Positions</u>				
Administration	4	4	4	4
Communications	2	2	2	2
Human Resources	7	7	7	7
Total Authorized Positions	13	13	13	13

Chief Executive Office

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	2,159,666	1,892,262	1,763,815	2,150,567	2,300,583
Operations	611,611	630,546	674,575	922,500	921,700
Maintenance	-	-	-	-	-
Total	2,771,277	2,522,808	2,438,390	3,073,067	3,222,283



	2019	2020	2021	2022	2023
Actual	2,771,277	2,522,808	2,438,390	3,073,067	
Budget	3,067,600	3,022,600	2,983,600	3,073,067	3,222,283
Variance	(296,323)	(499,792)	(545,210)	-	

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 \$1,052,203, increasing by \$103,083 or 10.9% above the level adopted for 2022.

Payroll: \$70,083

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime* has been eliminated as there are no employees that are eligible for this allotment.

Operations: \$33,000

- *Employee Activities* allotment is being reallocated from Human Resources (1200010030) based on reassignment of activities.
- *Dues & Memberships* are anticipated to increase based on rise in their periodic costs.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	687,983	706,220	706,220	777,228
501030	Overtime 100%	461	500	500	-
501040	Overtime 150%	56	500	500	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,400	1,400	1,400	1,475
	Total Payroll	689,900	708,620	708,620	778,703
	<u>Operations</u>				
511040	Employee Activities	-	-	-	30,000
511110	Business Travel	-	3,500	3,500	3,500
511120	Meeting Expenses	7,627	12,000	12,000	12,000
511210	Books & Periodicals	433	700	700	700
511220	Dues & Memberships	73,960	80,000	80,000	83,000
512080	Outside Services	47,433	39,300	39,300	39,300
512110	Legal Advertising	11,728	12,000	12,000	12,000
512340	Liens & Caveats Certification	70,680	86,000	86,000	86,000
513010	Office Supplies	6,399	6,000	6,000	6,000
519070	Community Outreach - Public Info.	-	1,000	1,000	1,000
	Total Operations	218,260	240,500	240,500	273,500
	Total Expenditure Classification	908,160	949,120	949,120	1,052,203
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	431,360	465,100	465,100	515,600
	Water Allocation 51%	476,800	484,020	484,020	536,603
	Total Funding Allocation	908,160	949,120	949,120	1,052,203
	<u>Authorized Positions</u>				
	Assistant to CEO	1	1	1	1
	Chief Executive Officer	1	1	1	1
	Executive Assistant	1	1	1	1
	Executive Assistant OOC	-	-	-	1
	Senior Clerk OOC	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 2023 budget for the Communication Department totals \$628,431, increasing by \$13,410 or 2.2% above 2022 adopted levels.

Payroll: \$13,410

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

Operations: \$0

- Expenditures are unchanged for 2023.

Communications

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	260,678	267,196	267,196	280,556
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	825	825	825	875
	Total Payroll	261,503	268,021	268,021	281,431
	<u>Operations</u>				
511100	Seminars & Conventions	1,087	2,000	2,000	2,000
511120	Meeting Expenses	150	3,000	3,000	3,000
511210	Books & Periodicals	69,167	87,000	87,000	87,000
511240	Public Information	4,888	14,500	14,500	14,500
512070	Consultant Services	42,711	138,000	138,000	138,000
512080	Outside Services	19,050	62,000	62,000	62,000
513010	Office Supplies	8,199	3,000	3,000	3,000
513070	Public Information Supplies	1,500	11,000	11,000	11,000
519070	Community Outreach - Public Info.	17,632	21,000	21,000	21,000
519090	Advertising	5,700	5,500	5,500	5,500
	Total Operations	170,084	347,000	347,000	347,000
	Total Expenditure Classification	431,587	615,021	615,021	628,431
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	204,026	301,400	301,400	307,900
	Water Allocation 51%	227,561	313,621	313,621	320,531
	Total Funding Allocation	431,587	615,021	615,021	628,431
	<u>Authorized Positions</u>				
	Special Services Administrator	2	2	2	2
	Total Authorized Positions	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 2023 budget for the Human Resources department totals \$1,541,649, increasing by \$32,723 or 2.2% above the adopted level for 2022.

Payroll: \$66,523

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Temporary Pay* remains unchanged while funding the College Intern Program and the High School Learn & Earn Program.
- *Longevity Pay* has increased due to participation.

Operations: (\$33,800)

- *Employee Activities* will decrease due to the reallocation of expenditures to the Chief Executive Office - Administration (1200010010).
- *Dues & Memberships* are anticipated to increase based on a rise in their periodic cost.
- *Community Outreach – Public Info* is eliminated as MDC no longer participates in the UCONN Summer Student Intern Program.

Human Resources

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	801,850	909,526	909,526	975,724
501030	Overtime 100%	-	1,800	1,800	1,800
501040	Overtime 150%	-	2,000	2,000	2,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	9,262	260,000	260,000	260,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,300	600	600	925
	<i>Total Payroll</i>	812,412	1,173,926	1,173,926	1,240,449
	<i>Operations</i>				
503010	Medical Services	34,224	38,000	38,000	38,000
511040	Employee Activities	36,889	38,000	38,000	25,000
511060	Employee Testing	31,516	30,000	30,000	30,000
511100	Seminars & Conventions	-	1,600	1,600	2,000
511210	Books & Periodicals	-	400	400	400
511220	Dues & Memberships	1,501	1,200	1,200	5,000
511230	Fees & Tuition	47,863	60,000	60,000	60,000
512070	Consultant Services	85,704	100,000	100,000	100,000
512080	Outside Services	6,581	20,000	20,000	20,000
513010	Office Supplies	5,239	3,800	3,800	3,800
519070	Community Outreach - Public Info.	25,000	25,000	25,000	-
519080	Diversity Programs	247	10,000	10,000	10,000
519230	Employee Services	8,463	-	-	-
519240	Grievance Expenses	3,004	7,000	7,000	7,000
	<i>Total Operations</i>	286,231	335,000	335,000	301,200
	<i>Total Expenditure Classification</i>	1,098,643	1,508,926	1,508,926	1,541,649
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	523,104	739,400	739,400	755,400
	Water Allocation 51%	575,539	769,526	769,526	786,249
	<i>Total Funding Allocation</i>	1,098,643	1,508,926	1,508,926	1,541,649
	<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	2	2	3
	Human Resources Manager	1	1	1	1
	Professional Level Associate	1	1	1	-
	Labor Relations Manager	1	-	-	-
	<i>Total Authorized Positions</i>	7	7	7	7

Legal

Administration



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 2023 totals \$1,504,634, which is an increase of \$28,964 or 2.0% above the expenditure level approved for 2022.

Payroll: \$51,964

- *Regular Pay includes increments and cost-of-living increases for eligible employees.*
- *Longevity Pay has increased due to changes per PPI.*

Operations: (\$23,000)

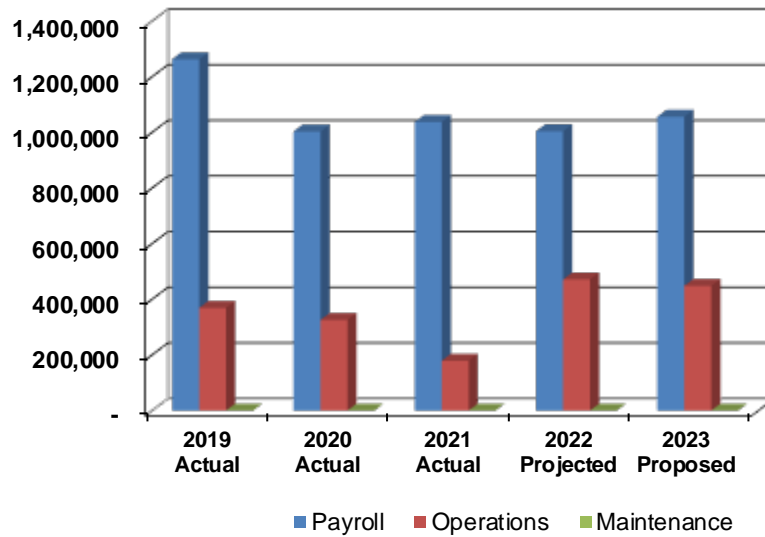
- *Books & Periodicals are increasing based on historical trend.*
- *Legal Services are decreasing based on projected requirements.*

Administration

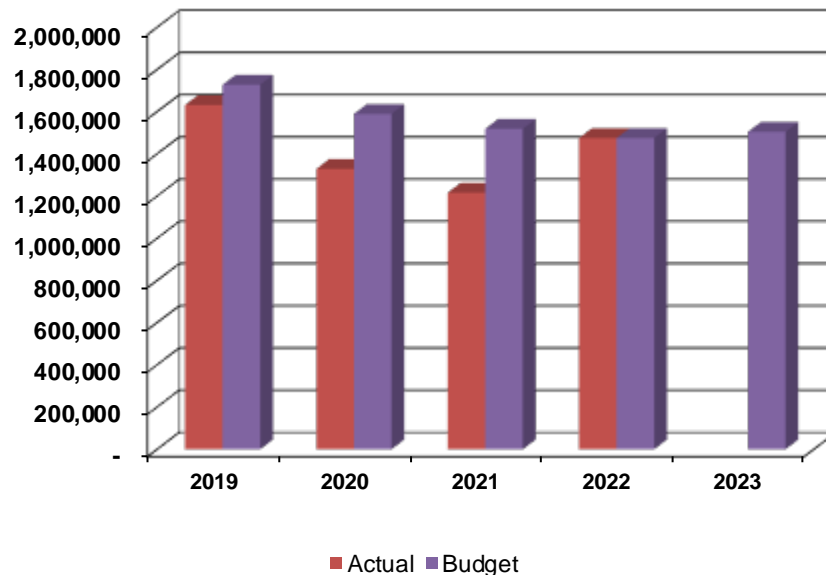
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,036,403	1,002,570	1,002,570	1,054,409
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,050	1,800	1,800	1,925
	Total Payroll	1,037,453	1,004,370	1,004,370	1,056,334
	<u>Operations</u>				
511020	Mileage Allowance	67	500	500	-
511070	Employee Reimbursement	646	-	-	200
511100	Seminars & Conventions	5,701	2,500	2,500	2,500
511120	Meeting Expenses	640	2,000	2,000	1,800
511210	Books & Periodicals	13,270	12,000	12,000	14,500
511220	Dues & Memberships	1,844	1,300	1,300	1,300
512020	Legal Services	152,231	400,000	400,000	375,000
512070	Consultant Services	2,375	50,000	50,000	50,000
513010	Office Supplies	2,430	3,000	3,000	3,000
	Total Operations	179,204	471,300	471,300	448,300
	Total Expenditure Classification	1,216,657	1,475,670	1,475,670	1,504,634
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	592,957	723,100	723,100	737,300
	Water Allocation 51%	623,700	752,570	752,570	767,334
	Total Funding Allocation	1,216,657	1,475,670	1,475,670	1,504,634
	<u>Authorized Positions</u>				
	Assistant District Counsel	5	4	4	4
	District Counsel	1	1	1	1
	Professional Level Trainee	1	1	1	1
	Total Authorized Positions	7	6	6	6

Legal

Expenditure Trend



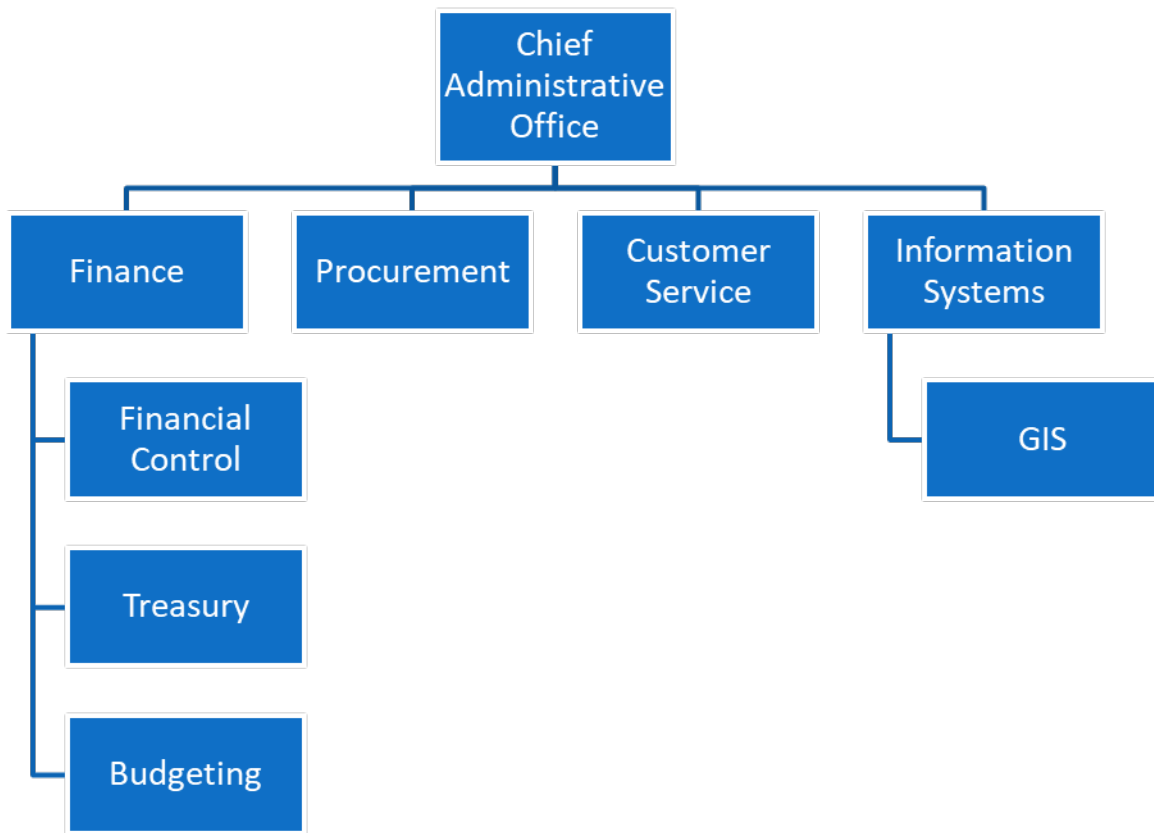
	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	1,263,004	1,003,179	1,037,453	1,004,370	1,056,334
Operations	369,248	325,917	179,204	471,300	448,300
Maintenance	-	-	-	-	-
Total	1,632,252	1,329,096	1,216,657	1,475,670	1,504,634



	2019	2020	2021	2022	2023
Actual	1,632,252	1,329,096	1,216,657	1,475,670	
Budget	1,727,900	1,589,800	1,519,100	1,475,670	1,504,634
Variance	(95,648)	(260,704)	(302,443)	-	

Chief Administrative Office

Finance
Procurement
Customer Service
Information Systems



Chief Administrative Office

Summary

Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	1,188,646	994,406	805,906	656,660
Finance	2,689,736	2,999,205	2,715,272	3,239,358
Procurement	839,153	990,157	980,657	925,912
Customer Service	1,853,549	2,034,797	1,832,797	2,023,444
Information Systems	8,123,192	8,874,980	8,742,280	9,335,328
Total Summary by Activity	14,694,276	15,893,545	15,076,912	16,180,702
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	6,967,903	7,604,395	7,412,712	7,766,427
Overtime 100%	18,506	25,500	25,500	25,000
Overtime 150%	20,214	57,500	57,500	57,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	11,000	12,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	11,050	11,450	11,450	12,525
Total Payroll	7,017,673	7,698,845	7,518,162	7,872,952
Operations	5,171,476	5,959,300	5,431,750	6,107,750
Maintenance	2,505,127	2,235,400	2,127,000	2,200,000
Capital Outlay	-	-	-	-
Total Summary by Major Accounts	14,694,276	15,893,545	15,076,912	16,180,702
<u>Funding Allocation</u>				
Sewer Allocation - Composite	5,590,775	6,367,900	5,988,900	6,434,800
Water Allocation - Composite	9,103,501	9,525,645	9,088,012	9,745,902
Total Funding Allocation	14,694,276	15,893,545	15,076,912	16,180,702
<u>Authorized Positions</u>				
Administration	4	4	5	3
Finance	26	26	25	26
Procurement	6	7	7	7
Customer Service	12	12	12	12
Information Systems	17	17	17	17
Total Authorized Positions	65	66	66	65

Administrative Office

Administration

Administration**Description**

The Administrative Office, led by the Chief Administrative Officer, is responsible for overseeing and directing all District fiscal management and supporting business services, including Finance-Administration, Financial Control, Treasury, Budget, Payroll, Procurement, Customer Service, and Information Technology activities.

Budget Commentary

The Chief Administrative Office – Administration proposed budget for 2023 totals \$656,660, decreasing by \$337,746 or 34.0% below the 2022 adopted level.

Payroll: (\$133,246)

- *Regular Pay* includes cost of living increments for eligible employees, the transfer of the CFO position to Finance – Administration (1510010010).

Operations: (\$204,500)

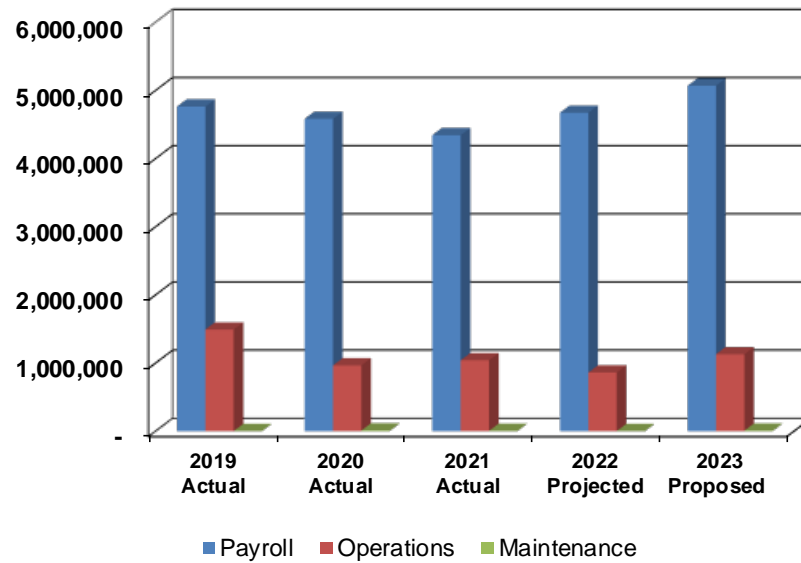
- Operating expenditures for 2023 were split between this office and Finance – Administration (1510010010).

Administration

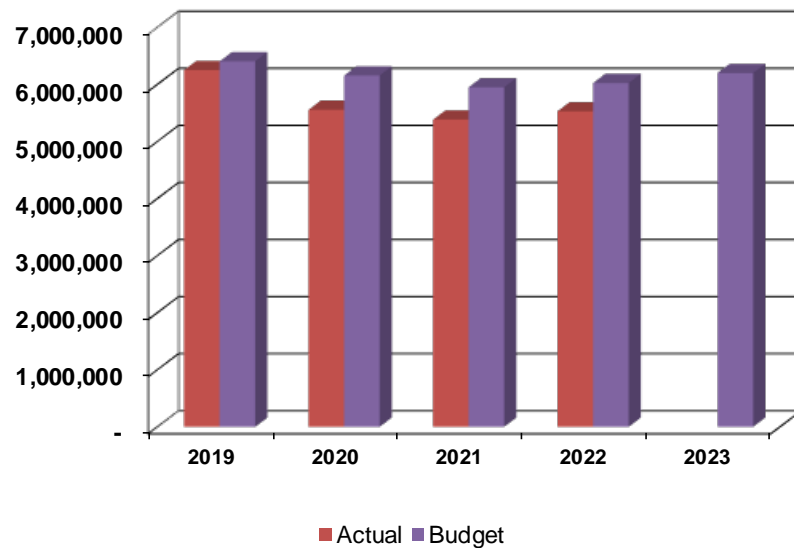
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	615,830	682,306	682,306	550,060
501030	Overtime 100%	50	1,500	1,500	1,000
501040	Overtime 150%	-	500	500	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	615,880	684,306	684,306	551,060
	<u>Operations</u>				
511020	Mileage Allowance	-	100	100	100
511100	Seminars & Conventions	4,780	6,000	-	3,000
511120	Meeting Expenses	225	1,500	-	1,000
511220	Dues & Memberships	460	1,500	500	500
512080	Outside Services	566,959	300,000	120,000	100,000
513010	Office Supplies	342	1,000	1,000	1,000
	Total Operations	572,766	310,100	121,600	105,600
	Total Expenditure Classification	1,188,646	994,406	805,906	656,660
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	582,400	487,300	394,900	321,800
	Water Allocation 51%	606,246	507,106	411,006	334,860
		1,188,646	994,406	805,906	656,660
	<u>Authorized Positions</u>				
	Chief Administrative Officer	1	1	1	1
	Chief Financial Officer/ Director of Finance	1	1	1	-
	Professional Level Trainee	1	1	1	-
	Assistant to Chief Administrative Officer	-	-	1	1
	Senior Administrative Analyst	1	1	1	1
	Total Authorized Positions	4	4	5	3

Administrative Office

Expenditure Trend



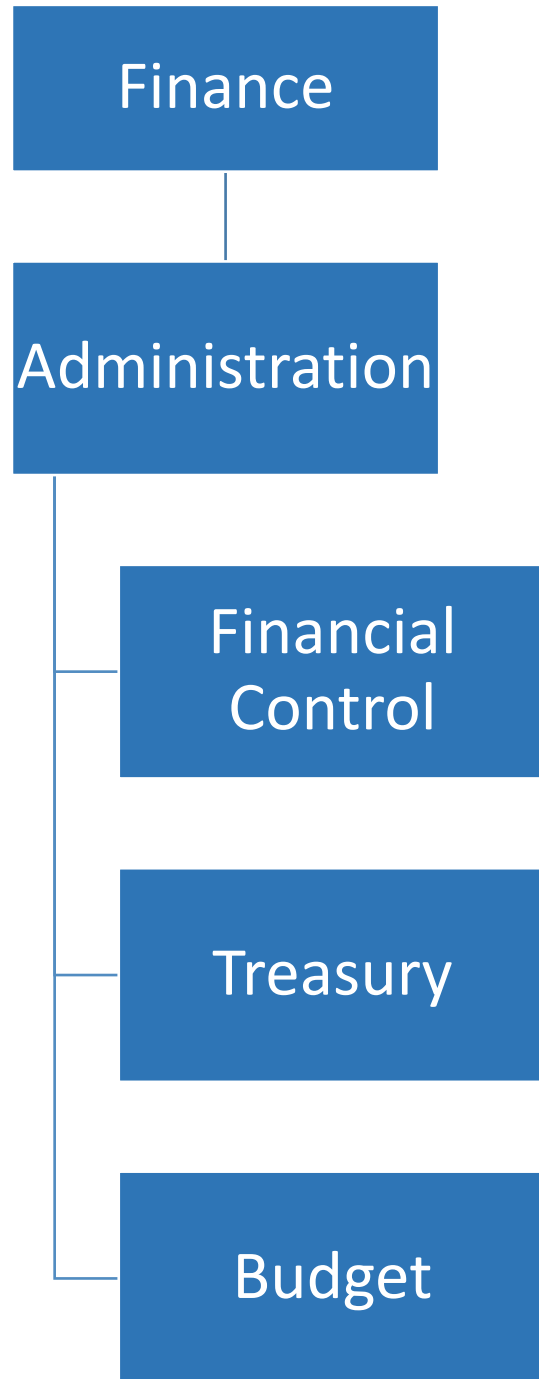
	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	220,626	564,715	615,880	684,306	551,060
Operations	153,083	387,857	572,766	121,600	105,600
Total	373,709	952,572	1,188,646	805,906	656,660



	2019	2020	2021	2022	2023
Actual	373,709	952,572	1,188,646	805,906	
Budget	482,200	1,027,800	1,260,100	994,406	656,660
Variance	(108,491)	(75,228)	(71,454)	(188,500)	

Finance

Administration
Financial Control
Treasury
Budget Unit



Finance

Summary

Description

The Finance Department consists of the following major activities: Administration, Financial Control, Treasury and Budget. 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 2023 is \$3,239,358, which is an increase of \$240,153 or 8.0% above the adopted budget level for 2022. For Fiscal Year 2023 The Chief Administrative Office was created. Budget details for the activities comprising the Finance Department follow.

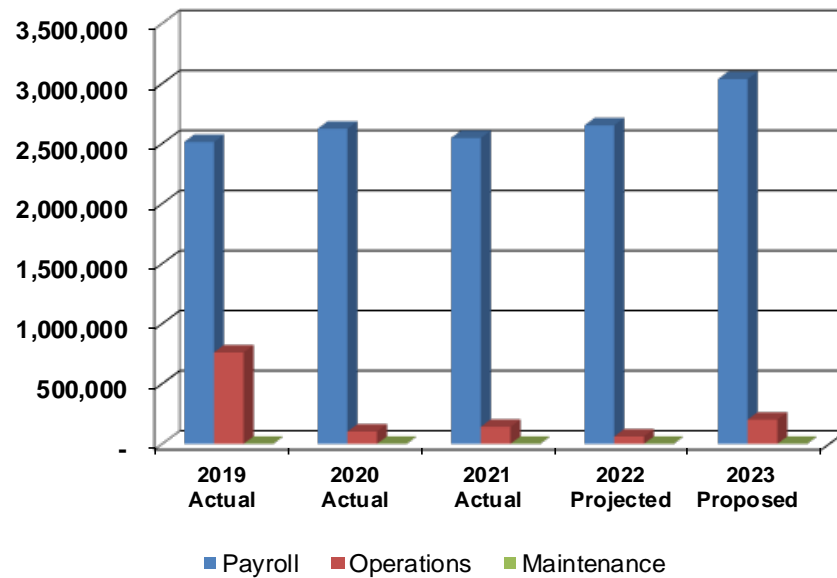
Finance

Summary

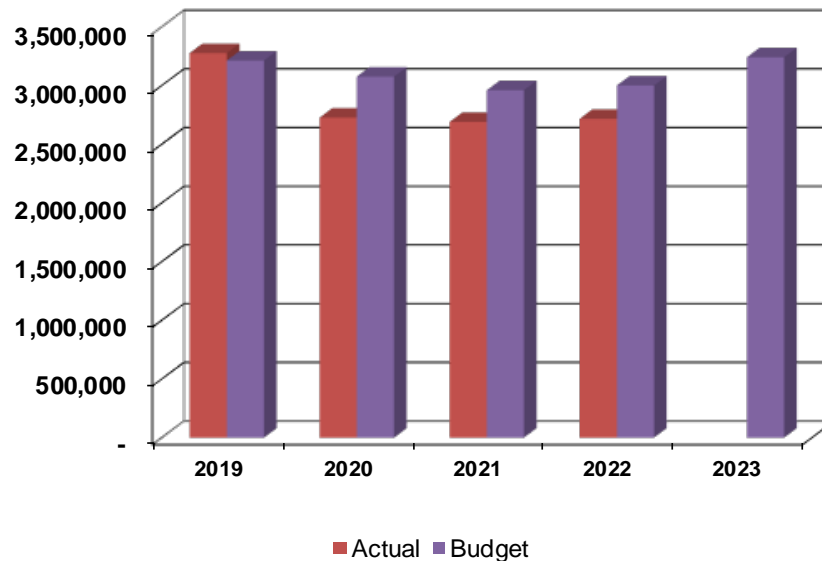
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	-	-	-	480,090
Financial Control	1,244,411	1,127,108	857,175	977,404
Treasury	995,469	1,386,550	1,372,450	1,258,227
Budget Unit	449,856	485,547	485,647	523,637
Total Summary by Activity	2,689,736	2,999,205	2,715,272	3,239,358
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	2,538,418	2,820,305	2,628,622	3,013,208
Overtime 100%	3,658	8,000	8,000	8,000
Overtime 150%	2,338	12,000	12,000	12,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	2,900	3,900	3,900	4,050
Total Payroll	2,547,314	2,844,205	2,652,522	3,037,258
Operations	142,422	155,000	62,750	202,100
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	2,689,736	2,999,205	2,715,272	3,239,358
<u>Funding Allocation</u>				
Sewer Allocation 49%	1,256,932	1,469,600	1,330,500	1,587,200
Water Allocation 51%	1,432,804	1,529,605	1,384,772	1,652,158
Total Funding Allocation	2,689,736	2,999,205	2,715,272	3,239,358
<u>Authorized Positions</u>				
Administration	-	-	-	2
Financial Control	13	10	9	9
Treasury	9	12	12	11
Budget Unit	4	4	4	4
Total Authorized Positions	26	26	25	26

Finance

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	2,513,518	2,623,842	2,547,314	2,652,522	3,037,258
Operations	761,949	102,944	142,422	62,750	202,100
Maintenance	-	-	-	-	-
Total	3,275,467	2,726,786	2,689,736	2,715,272	3,239,358



	2019	2020	2021	2022	2023
Actual	3,275,467	2,726,786	2,689,736	2,715,272	
Budget	3,212,200	3,075,400	2,959,800	2,999,205	3,239,358
Variance	63,267	(348,614)	(270,064)	(283,933)	

Administration**Description**

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 2023 proposed budget for Administration is \$480,090, funding an individual department for the Chief Financial Officer for 2023. All historical expenses are shown in the Chief Administrative Office – (1500010010).

Payroll: \$376,090

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of the Accounting Administrator from Finance-Treasury (1510010030).

Operations: \$104,000

- Establishes various allotments such as *Seminars & Conventions*, *Dues & Memberships*, *Outside Services* and *Office Supplies* too support this office.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	376,090
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	376,090
	<i>Operations</i>				
511100	Seminars & Conventions	-	-	-	3,000
511220	Dues & Memberships	-	-	-	500
512080	Outside Services	-	-	-	100,000
513010	Office Supplies	-	-	-	500
	<i>Total Operations</i>	-	-	-	104,000
	<i>Total Expenditure Classification</i>	-	-	-	480,090
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	-	-	-	235,200
	Water Allocation 51%	-	-	-	244,890
	<i>Total Funding Allocation</i>	-	-	-	480,090
	<i>Authorized Positions</i>				
	Chief Financial Officer/ Director of Finance	-	-	-	1
	Accounting Administrator	-	-	-	1
	<i>Total Authorized Positions</i>	-	-	-	2

Financial Control**Description**

The Finance Department's Financial Control Unit is led by the Controller, who manages 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 2023 totals \$977,404, a decrease of \$149,704 or 13.3% below the adopted level for 2022.

Payroll: (\$93,704)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by the transfer of a position to Finance – Treasury (1510010030).
- *Longevity Pay* is decreased based on eligible employees.

Operations: (\$56,000)

- Expenditures in *Outside Services* are decreasing based on projected spending.

Financial Control

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,164,846	993,683	802,000	900,229
501030	Overtime 100%	3,658	7,000	7,000	7,000
501040	Overtime 150%	2,338	8,000	8,000	8,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,950	1,425	1,425	1,175
	Total Payroll	1,172,792	1,010,108	818,425	916,404
	<u>Operations</u>				
511050	Employee Education Program	3,887	6,000	-	6,000
511070	Employee Reimbursement	2,186	-	-	-
511100	Seminars & Conventions	-	5,000	-	5,000
511220	Dues & Memberships	980	2,000	750	1,000
512080	Outside Services	59,860	100,000	35,000	45,000
513010	Office Supplies	4,526	4,000	3,000	4,000
519100	Printing	180	-	-	-
	Total Operations	71,619	117,000	38,750	61,000
	Total Expenditure Classification	1,244,411	1,127,108	857,175	977,404
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	581,118	552,300	420,000	478,900
	Water Allocation 51%	663,293	574,808	437,175	498,504
	Total Funding Allocation	1,244,411	1,127,108	857,175	977,404

Authorized Positions

Accountant 2	1	1	-	-
Accounting Administrator	3	2	2	2
Accounting Assistant	2	2	2	2
Accounts Payable Supervisor	1	1	-	-
Cost Analyst	1	-	-	-
Controller	1	1	1	1
Billing Analyst	1	-	-	-
Principal Account Clerk	2	2	3	3
Sr Administrative Analyst	1	1	1	1
Total Authorized Positions	13	10	9	9

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 2023 Treasury budget is \$1,258,227, decreasing by \$128,323 or 9.3% below the 2022 adopted budget.

Payroll: (\$127,323)

- *Regular Pay* is decreasing by the transfer of the Accounting Administrator to Finance – Administration (1510010010) and transfer of a position to Procurement (1510020010) offset, by an increase in increments, cost-of-living for eligible employees and the transfer of a position from Finance – Financial Control (1510010020).
- *Longevity Pay* increases based on increased participation for eligible employees.

Operations: (\$1,000)

- A reduction of *Employee Education Program* reflects historical spending.

Treasury

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	936,205	1,352,575	1,352,575	1,225,127
501030	Overtime 100%	-	1,000	1,000	1,000
501040	Overtime 150%	-	4,000	4,000	4,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	950	2,475	2,475	2,600
	Total Payroll	937,155	1,360,050	1,360,050	1,232,727
	<u>Operations</u>				
511050	Employee Education Program	495	6,000	-	5,000
511100	Seminars & Conventions	213	-	-	-
511220	Dues & Memberships	-	1,000	300	1,000
512080	Outside Services	54,348	10,000	9,100	10,000
513010	Office Supplies	1,383	4,500	3,000	4,500
519100	Printing	1,875	5,000	-	5,000
	Total Operations	58,314	26,500	12,400	25,500
	Total Expenditure Classification	995,469	1,386,550	1,372,450	1,258,227
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	465,078	679,400	672,500	616,500
	Water Allocation 51%	530,391	707,150	699,950	641,727
	Total Funding Allocation	995,469	1,386,550	1,372,450	1,258,227
	<u>Authorized Positions</u>				
	Accounting Assistant	2	2	2	1
	Administrative Analyst	1	1	1	1
	Accounting Administrator	-	1	-	-
	Billing Analyst	-	1	1	1
	Cash Management Analyst	1	1	1	1
	Cost Analyst	-	1	2	2
	Financial Analyst	2	2	2	1
	Manager of Treasury	1	1	1	1
	Principal Account Clerk	1	1	1	2
	Treasury Receivables Administrator	1	1	1	1
	Total Authorized Positions	9	12	12	11

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 2023 totals \$523,637, an increase of \$38,090 or 7.8% above the 2022 adopted level.

Payroll: \$37,990

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

Operations: \$100

- *Employee Reimbursement* is proposed as a funded line item in 2023 due to anticipated spend.

Budget Unit

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	437,367	474,047	474,047	511,762
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	275
	Total Payroll	437,367	474,047	474,047	512,037
	<u>Operations</u>				
511050	Employee Education Program	5,490	500	500	500
511070	Employee Reimbursement	-	-	100	100
511100	Seminars & Conventions	1,120	2,500	2,500	2,500
511210	Books & Periodicals	178	-	-	-
511220	Dues & Memberships	420	500	500	500
513010	Office Supplies	2,288	3,000	3,000	3,000
519100	Printing	2,993	5,000	5,000	5,000
	Total Operations	12,489	11,500	11,600	11,600
	Total Expenditure Classification	449,856	485,547	485,647	523,637
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	210,736	237,900	238,000	256,600
	Water Allocation 51%	239,120	247,647	247,647	267,037
	Total Funding Allocation	449,856	485,547	485,647	523,637
	<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

Administration

Administration**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 2023 Procurement budget is \$925,912, a decrease of \$64,245 or 6.5% below the 2022 adopted level.

Payroll: (\$54,645)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, the transfer of a position from Finance – Treasury (1510010030), offset by the transfer of the Strategic Sourcing Specialist to Engineering & Planning – (2100010010).
- *Longevity Pay* has decreased due to participation.

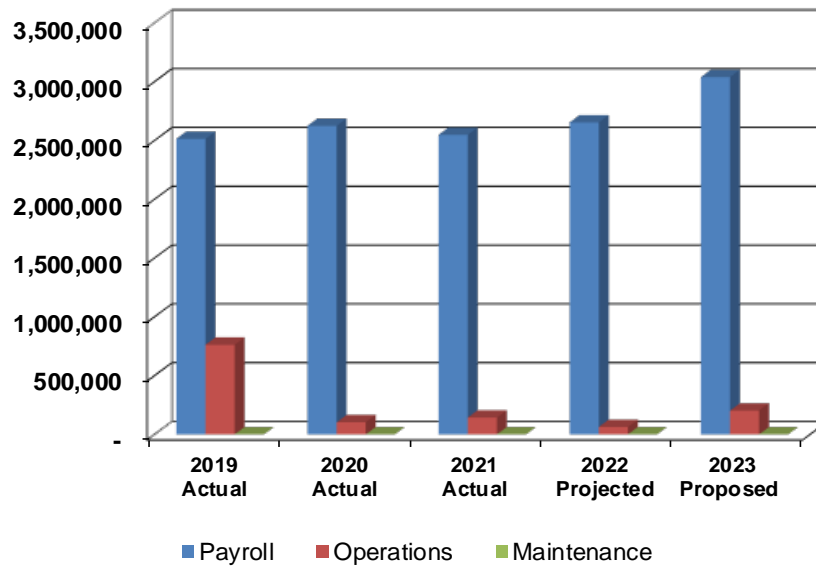
Operations: (\$9,600)

- *Outside Services*, is proposed to decrease to align with anticipated spending for the coming year.

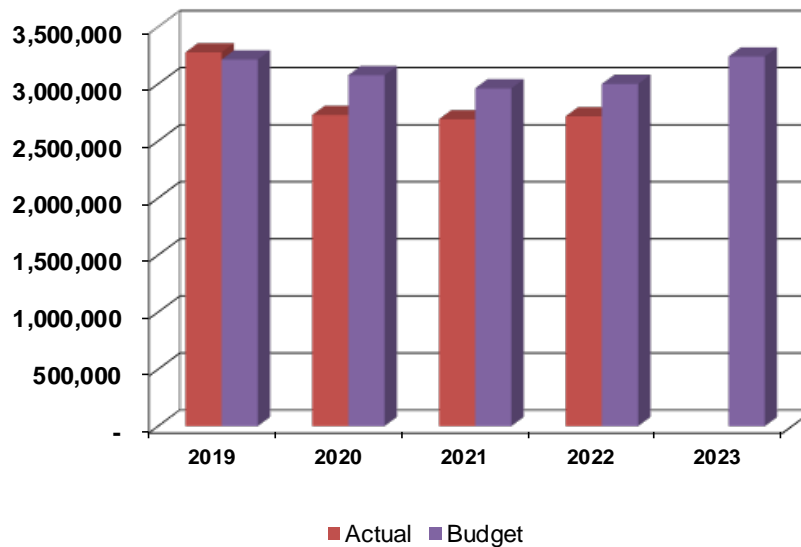
Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	757,787	917,557	917,557	857,237
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	-	6,000	6,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	700	700	700	375
	Total Payroll	758,487	918,257	924,257	863,612
	<u>Operations</u>				
511100	Seminars & Conventions	-	2,000	-	2,000
511120	Meeting Expenses	-	300	300	300
511210	Books & Periodicals	59	100	100	-
511220	Dues & Memberships	-	-	-	500
512080	Outside Services	73,343	60,000	50,000	50,000
512110	Legal Advertising	4,131	6,000	6,000	6,000
513010	Office Supplies	3,133	3,500	-	3,500
	Total Operations	80,666	71,900	56,400	62,300
	Total Expenditure Classification	839,153	990,157	980,657	925,912
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	392,911	485,200	480,500	453,700
	Water Allocation 51%	446,242	504,957	500,157	472,212
	Total Funding Allocation	839,153	990,157	980,657	925,912
	<u>Authorized Positions</u>				
	Compliance Analyst	1	1	1	1
	Contract Specialist	3	3	3	3
	Manager of Procurement	-	1	1	1
	Procurement Specialist	1	1	1	2
	Strategic Sourcing Specialist	1	1	1	-
	Total Authorized Positions	6	7	7	7

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	1,082,077	835,448	758,487	924,257	863,612
Operations	44,072	51,955	80,666	56,400	62,300
Maintenance	-	-	-	-	-
Total	1,126,149	887,403	839,153	980,657	925,912



	2019	2020	2021	2022	2023
Actual	1,126,149	887,403	839,153	980,657	
Budget	1,066,800	916,300	833,700	990,157	925,912
Variance	59,349	(28,897)	5,453	(9,500)	

Customer Service

Administration

AdministrationDescription

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 2023 totals \$2,023,444 reflecting a decrease of \$11,353 or 0.6% below the 2022 adopted level.

Payroll: \$62,797

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

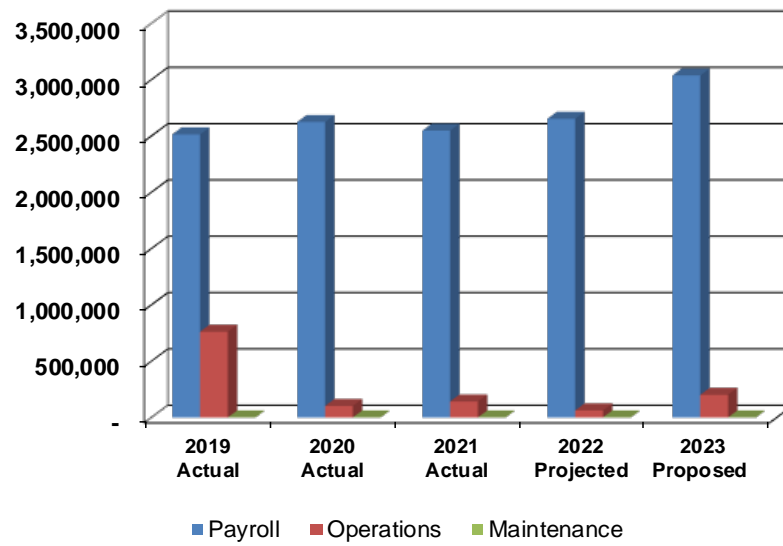
Operations: (\$74,150)

- 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; including a decrease in *Outside Services* and *Equipment Leases* based on current monthly billing expenditures.

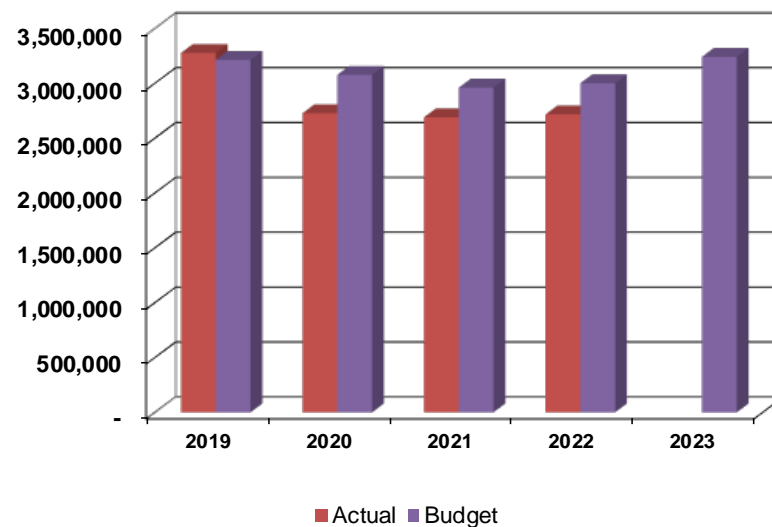
Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,028,956	1,075,072	1,075,072	1,137,119
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	4,672	15,000	15,000	15,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	3,025	3,025	3,025	3,775
	Total Payroll	1,036,653	1,093,097	1,093,097	1,155,894
	<u>Operations</u>				
511010	Clothing Allowance	325	400	400	1,250
511120	Meeting Expenses	-	300	300	300
512080	Outside Services	740,749	850,000	675,000	800,000
513010	Office Supplies	2,241	5,000	5,000	5,000
519020	Postage	40,000	40,000	40,000	40,000
519030	Envelopes	3,858	6,000	1,000	3,000
523130	Photocopier Rental	13,996	13,000	13,000	13,000
523140	Other Equipment Rental	213	-	-	-
523160	Equipment Leases	14,025	22,000	5,000	-
	Total Operations	815,407	936,700	739,700	862,550
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	1,489	5,000	-	5,000
	Total Maintenance	1,489	5,000	-	5,000
	Total Expenditure Classification	1,853,549	2,034,797	1,832,797	2,023,444
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	865,335	997,100	898,100	991,500
	Water Allocation 51%	988,214	1,037,697	934,697	1,031,944
	Total Funding Allocation	1,853,549	2,034,797	1,832,797	2,023,444
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Customer Services Rep.	6	6	6	6
	Customer Services Supervisor	1	1	1	1
	Manager of Customer Service	1	1	1	1
	Principal Account Clerk	3	3	3	3
	Total Authorized Positions	12	12	12	12

Expenditure Trend



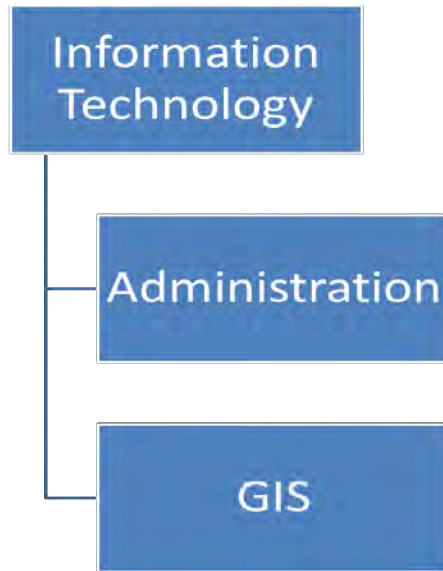
	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	1,165,730	1,121,925	1,036,653	1,093,097	1,155,894
Operations	682,777	809,736	815,407	739,700	862,550
Maintenance	-	8,598	1,489	-	5,000
Total	1,848,507	1,940,259	1,853,549	1,832,797	2,023,444



	2019	2020	2021	2022	2023
Actual	1,848,507	1,940,259	1,853,549	1,832,797	
Budget	2,125,100	2,163,800	2,156,100	2,034,797	2,023,444
Variance	(276,593)	(223,541)	(302,551)	(202,000)	

Information Technology

Administration
Geographic Information System



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 \$9,335,328, reflecting an increase of \$460,348 or a 5.2% increase above the operating expenditure level adopted for the 2022 year. Details regarding the two activity budgets that comprise the Information Technology Department — Administration and GIS Services — are on subsequent pages.

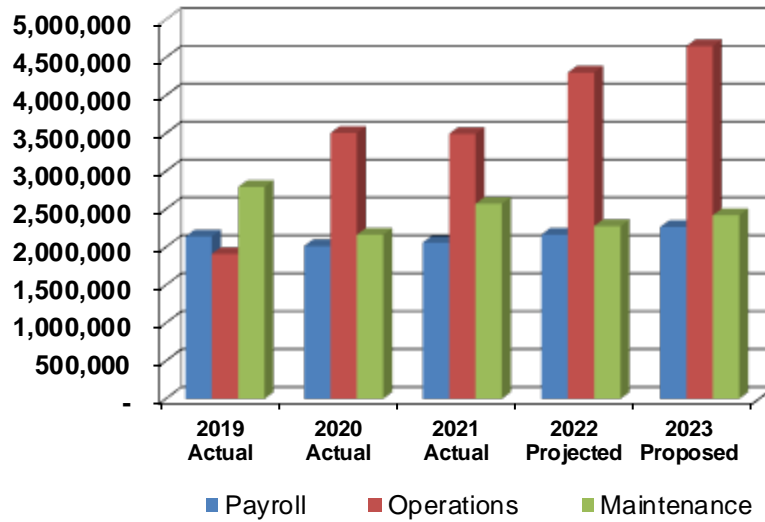
Information Technology

Summary

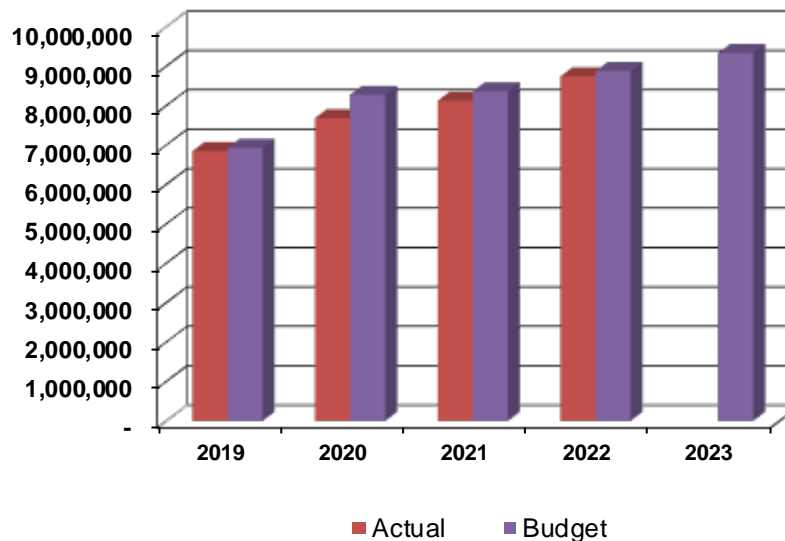
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	7,496,687	8,264,013	8,185,813	8,741,955
GIS	626,505	610,967	556,467	593,373
Total Summary by Activity	8,123,192	8,874,980	8,742,280	9,335,328
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	2,026,912	2,109,155	2,109,155	2,208,803
Overtime 100%	14,798	16,000	16,000	16,000
Overtime 150%	13,204	30,000	30,000	30,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	5,000	6,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	4,425	3,825	3,825	4,325
Total Payroll	2,059,339	2,158,980	2,163,980	2,265,128
Operations	3,560,215	4,485,600	4,451,300	4,875,200
Maintenance	2,503,638	2,230,400	2,127,000	2,195,000
Total Summary by Major Accounts	8,123,192	8,874,980	8,742,280	9,335,328
<u>Funding Allocation</u>				
Sewer Allocation 33%	2,493,197	2,928,700	2,884,900	3,080,600
Water Allocation 67%	5,629,995	5,946,280	5,857,380	6,254,728
Total Funding Allocation	8,123,192	8,874,980	8,742,280	9,335,328
<u>Authorized Positions</u>				
Administration	11	12	12	12
GIS	6	5	5	5
Total Authorized Positions	17	17	17	17

Information Technology

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	2,140,983	2,013,900	2,059,339	2,163,980	2,265,128
Operations	1,911,015	3,504,698	3,492,514	4,301,300	4,650,200
Maintenance	2,794,214	2,163,652	2,571,339	2,277,000	2,420,000
Total	6,846,212	7,682,250	8,123,192	8,742,280	9,335,328



	2019	2020	2021	2022	2023
Actual	6,846,212	7,682,250	8,123,192	8,742,280	
Budget	6,928,100	8,274,200	8,363,600	8,874,980	9,335,328
Variance	(81,888)	(591,950)	(240,408)	(132,700)	

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 necessary functionality. 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 2023 is \$8,741,955, which is an increase of \$477,942 or 5.8% above the adopted 2022 level.

Payroll: \$82,742

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Temporary Pay* allotment is being established to fund interns outside the summer program.
- *Longevity Pay* has increased due to participation.

Operations: \$410,200

- A decrease in *Information System Professional Fees* reflects the reduction of supportive services through Utegration for SAP's Application Management Services (AMS).
- A reduction in *Telephone Voice & Data Lines* reflects cost savings initiatives through cloud migration in 2023.
- *Infrastructure Equipment/Licenses* reflect the continued initiative of standardizing MDC technology, ensuring interoperability throughout the organization. The increase reflects the replacement of desktops, laptops, and other devices.
- The *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. This includes services like Amazon Web Services, Microsoft 365, Presidio, SAP, and CDW.

Maintenance: (\$15,000)

- *Information System R&M* is decreasing to align with current spending levels.

Administration

Commitment		2021	2022	2022	2023
Item	Expenditure Classification	Actual	Adopted	Projected	Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,451,291	1,604,613	1,604,613	1,681,080
501030	Overtime 100%	14,288	15,000	15,000	15,000
501040	Overtime 150%	13,204	30,000	30,000	30,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	5,000	6,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,300	1,400	1,400	1,675
	Total Payroll	1,480,083	1,651,013	1,656,013	1,733,755
	<u>Operations</u>				
511020	Mileage Allowance	70	500	100	500
511030	Meals Allowance	10	200	200	-
511050	Employee Education Program	14,346	15,000	9,000	10,000
511070	Employee Reimbursement	531	-	-	-
511100	Seminars & Conventions	-	300	800	2,000
511110	Business Travel	-	2,500	2,500	2,500
511120	Meeting Expenses	165	500	500	500
511210	Books & Periodicals	25,260	1,000	1,000	1,000
511220	Dues & Memberships	2,715	6,000	6,700	6,700
512080	Outside Services	404,875	232,000	530,000	722,000
512210	Information System Professional Fees	1,769,898	2,410,000	1,961,000	1,900,000
513010	Office Supplies	1,687	3,000	3,000	3,000
514110	Telephone Voice & Data Lines	756,156	745,000	715,000	708,000
514120	Mobile Communications	365,632	375,000	350,000	360,000
521190	Infrastructure Equip/Licenses	67,701	65,000	150,000	225,000
523130	Photocopier Rental	60,017	67,000	17,000	20,000
523160	Equipment Leases	89,303	100,000	94,000	100,000
523170	Subscription Based Services	-	430,000	608,000	802,000
	Total Operations	3,558,366	4,453,000	4,448,800	4,863,200
	<u>Maintenance</u>				
522020	Communications Equipment R&M	473,827	420,000	381,000	420,000
522030	Information System R&M	1,984,411	1,740,000	1,700,000	1,725,000
	Total Maintenance	2,458,238	2,160,000	2,081,000	2,145,000
	Total Expenditure Classification	7,496,687	8,264,013	8,185,813	8,741,955
	<u>Funding Allocation</u>				
	Sewer Allocation 33%	2,300,050	2,727,100	2,701,300	2,884,800
	Water Allocation 67%	5,196,637	5,536,913	5,484,513	5,857,155
	Total Funding Allocation	7,496,687	8,264,013	8,185,813	8,741,955

	2021	2022	2022	2023
Authorized Positions	Actual	Adopted	Projected	Proposed
Business Systems Analyst	4	5	5	5
Business Systems & Security Admin.	1	1	1	1
Director of Information Services	1	1	1	1
Information Tech. Project Manager	1	1	1	1
Manager of Information Services	1	1	1	1
Network Analyst	3	3	3	3
Total Authorized Positions	11	12	12	12

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 2023 is \$593,373, a decrease of \$17,594 or 2.9% below the 2022 adopted level.

Payroll: \$23,406

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

Operations: (\$20,600)

- *Outside Services* and *Information Systems Supplies* are decreasing to align with historic spending.

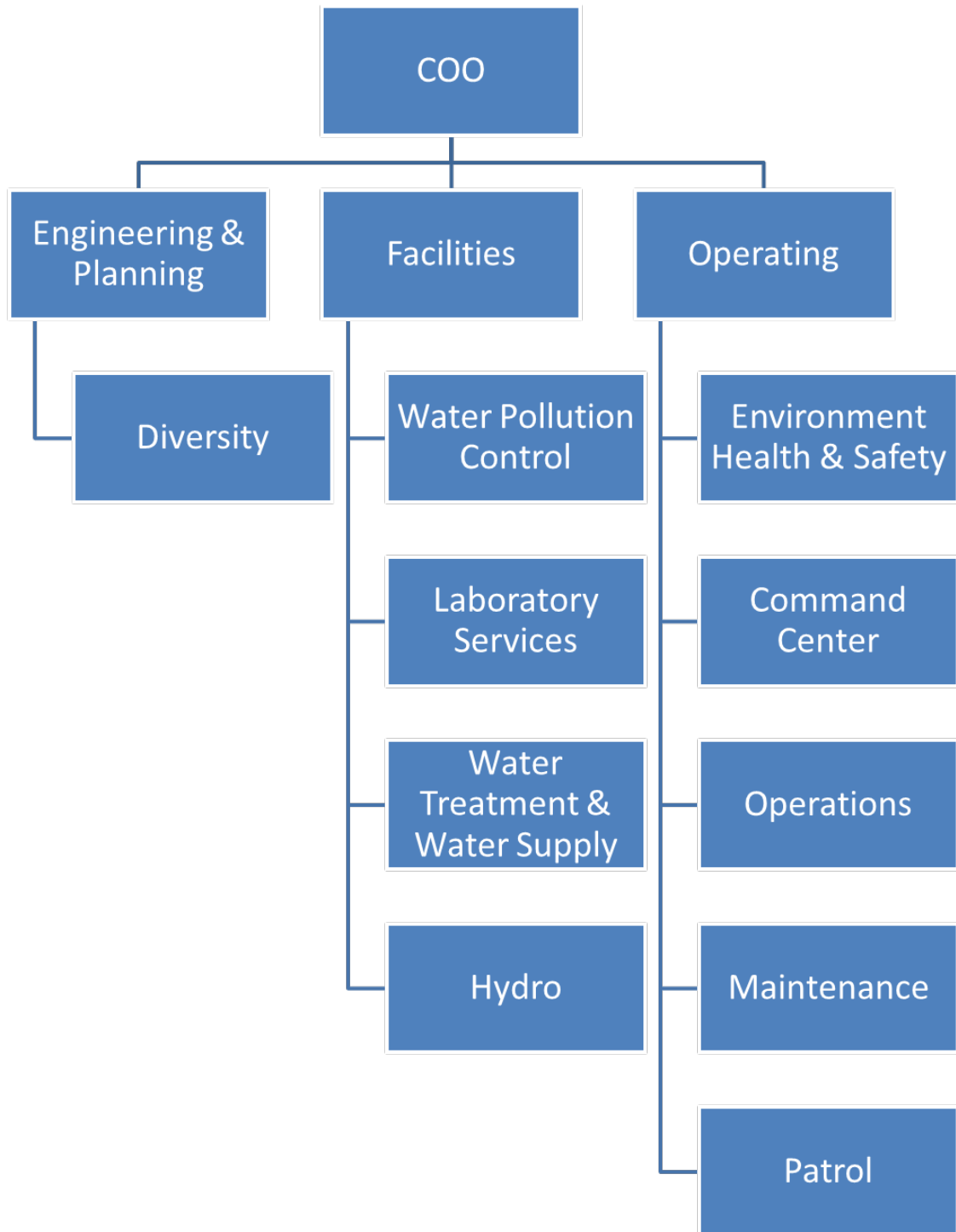
Maintenance: (\$20,400)

- *GIS R&M* and *Tool & Work Equipment* are decreasing to align with historic spending.

GIS

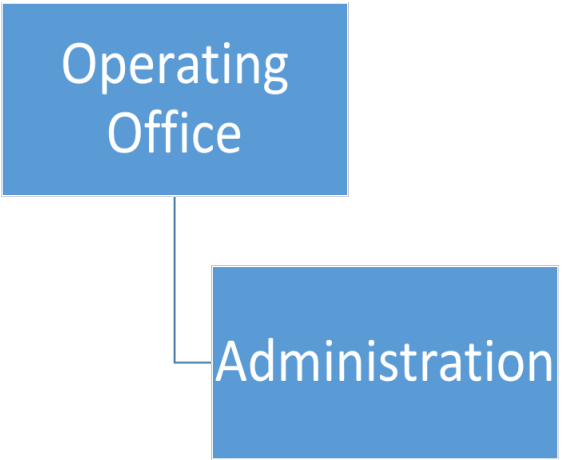
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	575,621	504,542	504,542	527,723
501030	Overtime 100%	510	1,000	1,000	1,000
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	3,125	2,425	2,425	2,650
	<i>Total Payroll</i>	579,256	507,967	507,967	531,373
	<i>Operations</i>				
511100	Seminars & Conventions	99	700	500	500
511220	Dues & Memberships	-	500	500	500
512080	Outside Services	-	10,200	-	5,000
513010	Office Supplies	926	2,000	1,500	2,000
513060	Information Systems Supplies	-	11,200	-	-
519100	Printing	824	4,000	-	4,000
522020	Communications Equipment R&M	-	4,000	-	-
	<i>Total Operations</i>	1,849	32,600	2,500	12,000
	<i>Maintenance</i>				
521080	Tool & Work Equipment	-	1,600	-	-
522150	Gis R&M	45,400	68,800	46,000	50,000
	<i>Total Maintenance</i>	45,400	70,400	46,000	50,000
	<i>Total Expenditure Classification</i>	626,505	610,967	556,467	593,373
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	193,147	201,600	183,600	195,800
	Water Allocation 67%	433,358	409,367	372,867	397,573
	<i>Total Funding Allocation</i>	626,505	610,967	556,467	593,373
	<i>Authorized Positions</i>				
	Principal GIS Analyst	2	2	2	2
	GIS Analyst	1	1	1	1
	Mapping Technician	3	2	2	2
	<i>Total Authorized Positions</i>	6	5	5	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



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 2023 totals \$871,442, increasing by \$106,088 or 13.9% above the 2022 adopted level.

Payroll: \$106,088

- *Regular Pay* includes cost of living increments for eligible employees and the transfer of the Contract Administrator from Engineering & Planning – Administration (2100010010).
- *Longevity Pay* has increased due to participation.

Operations: \$0

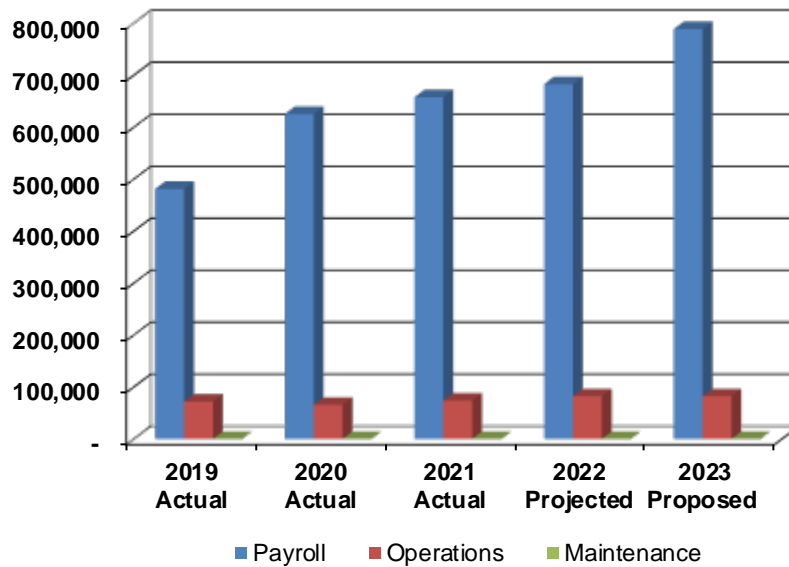
- The 2023 budget is unchanged from the prior year.

Administration

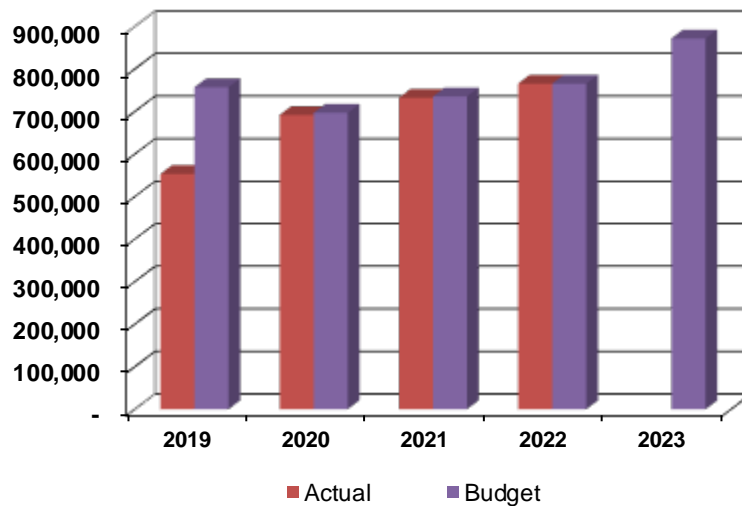
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	651,316	679,704	679,704	787,542
501030	Overtime 100%	1,203	-	-	-
501040	Overtime 150%	4,518	2,200	2,200	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	950	1,050	1,050	1,500
	Total Payroll	657,987	682,954	682,954	789,042
	<u>Operations</u>				
511010	Clothing Allowance	-	400	400	400
511020	Mileage Allowance	120	100	100	100
511050	Employee Education Program	67,380	66,400	66,400	66,400
511100	Seminars & Conventions	199	4,000	4,000	4,000
511120	Meeting Expenses	3,048	4,000	4,000	4,000
511220	Dues & Memberships	-	2,000	2,000	2,000
512840	Licenses & Registration	-	1,500	1,500	1,500
513010	Office Supplies	3,386	4,000	4,000	4,000
	Total Operations	74,133	82,400	82,400	82,400
	Total Expenditure Classification	732,120	765,354	765,354	871,442
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	358,700	375,000	375,000	427,000
	Water Allocation 51%	373,420	390,354	390,354	444,442
		732,120	765,354	765,354	871,442
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Director of Facilities	1	1	1	1
	Chief Operating Officer (COO)	1	1	1	1
	Contract Administrator	-	-	1	1
	Professional Level Associate	1	1	-	-
	Total Authorized Positions	4	4	4	4

Operating Office

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	481,252	625,650	657,987	682,954	789,042
Operations	71,980	65,890	74,133	82,400	82,400
Maintenance	-	-	-	-	-
Total	553,232	691,540	732,120	765,354	871,442



	2019	2020	2021	2022	2023
Actual	553,232	691,540	732,120	765,354	
Budget	757,000	697,000	735,400	765,354	871,442
Variance	(203,768)	(5,460)	(3,280)	-	

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

Summary

Description

The Engineering and Planning Department in 2023 consists of: Administration, Diversity, Inspection Services, Engineering Services, Construction Services and Technical Services.

Budget Commentary

The proposed Engineering & Planning budget for 2023 is \$1,073,777, a decrease of \$19,355 or 1.8% below the budget level adopted for 2022. Budget details for the activities comprising the Engineering and Planning department follow.

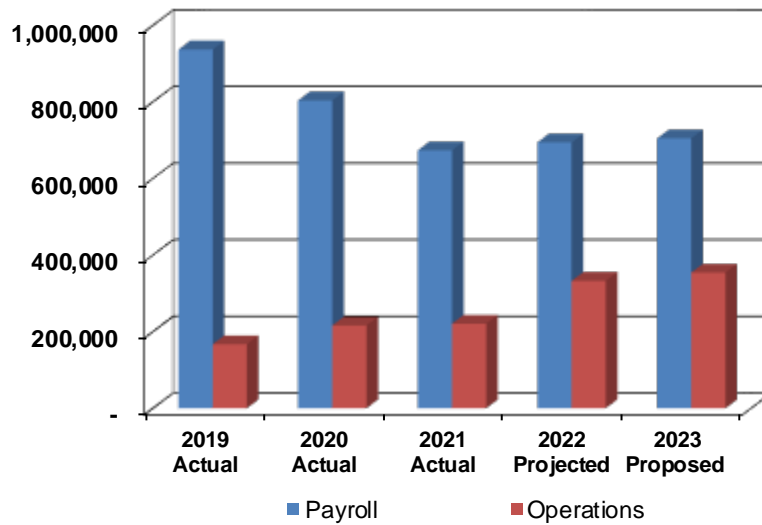
Engineering & Planning

Summary

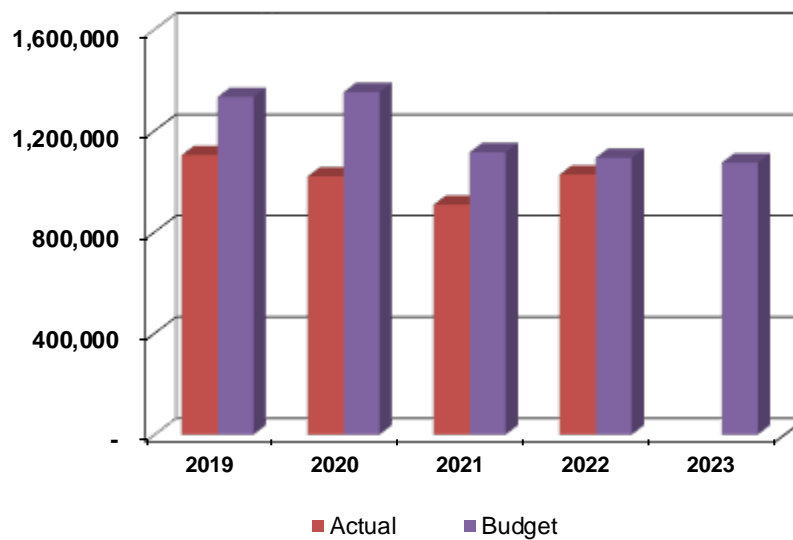
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	745,896	908,668	860,900	891,078
Diversity	162,181	184,464	166,100	182,699
Total Summary by Activity	908,077	1,093,132	1,027,000	1,073,777
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	671,795	694,532	690,600	702,302
Overtime 100%	-	-	-	-
Overtime 150%	-	500	500	-
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,875	3,000	3,100	2,375
Total Payroll	673,670	698,032	694,200	704,677
Operations	234,407	395,100	332,800	369,100
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	908,077	1,093,132	1,027,000	1,073,777
<u>Funding Allocation</u>				
Sewer Allocation 49%	446,792	535,600	503,200	526,100
Water Allocation 51%	461,285	557,532	523,800	547,677
Total Funding Allocation	908,077	1,093,132	1,027,000	1,073,777
<u>Authorized Positions</u>				
Administration	4	4	5	4
Diversity	1	1	1	1
Total Authorized Positions	5	5	6	5

Engineering & Planning

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	936,790	804,039	673,670	694,200	704,677
Operations	166,997	216,032	220,691	332,800	354,100
Total	1,103,787	1,020,071	908,077	1,027,000	1,073,777



	2019	2020	2021	2022	2023
Actual	1,103,787	1,020,071	908,077	1,027,000	
Budget	1,333,400	1,352,900	1,115,300	1,093,132	1,073,777
Variance	(229,613)	(332,829)	(207,223)	(66,132)	

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 2023 is \$891,078, a decrease of \$17,590 or 1.9% below the expenditure level adopted for 2022.

Payroll: (\$1,590)

- *Regular Pay* includes increments, cost-of-living increases for eligible employees and the addition of the Strategic Sourcing Specialist from Procurement (1510020010), a transfer of a position from Water Treatment & Supply – West Hartford (2210020010), offset by the transfer of Senior Engineering Drafter to Command Center-Utility Services (2320010020), and the Contract Administrator to the Chief Operating Office (230010010).
- *Longevity Pay* has decreased due to participation.

Operations: (\$16,000)

- *Survey Const. Supplies* are decreasing due to expenses being reallocated to a different work center.
- *Infrastructure Equip/Licenses* are increasing due to reclassification of Outside Services.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	515,364	532,318	535,800	531,978
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	500	500	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,625	2,750	2,800	2,000
	Total Payroll	516,989	535,568	539,100	533,978
	<u>Operations</u>				
511010	Clothing Allowance	-	500	700	500
511020	Mileage Allowance	-	1,800	1,000	1,800
511050	Employee Education Program	232	1,000	300	1,000
511070	Employee Reimbursement	-	-	-	-
511100	Seminars & Conventions	3,455	4,000	4,500	4,000
511110	Business Travel	-	-	-	-
511120	Meeting Expenses	96	1,000	1,000	1,000
511210	Books & Periodicals	965	1,000	500	1,000
511220	Dues & Memberships	6,460	6,500	6,500	6,500
511250	Other Additional Taxable Comp.	392	-	-	-
512070	Consultant Services	127,075	200,000	155,000	200,000
512080	Outside Services	9,692	100,000	85,000	100,000
512220	Engineering Professional Fees	7,980	8,400	8,400	8,400
512840	Licenses & Registration	1,122	1,500	1,500	1,500
513010	Office Supplies	10,411	12,000	10,000	12,000
513080	Communication Equipment & Supp.	-	100	100	100
513120	Safety Supplies	-	300	300	300
513150	Survey Const. Supplies	47,211	30,000	30,000	-
513400	Small Tools & Equipment	-	2,000	-	1,000
513690	Materials From Stock	100	3,000	2,000	3,000
521190	Infrastructure Equip/Licenses	13,716	-	15,000	15,000
	Total Operations	228,907	373,100	321,800	357,100
	Total Expenditure Classification	745,896	908,668	860,900	891,078
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	366,922	445,200	421,800	436,600
	Water Allocation 51%	378,974	463,468	439,100	454,478
		745,896	908,668	860,900	891,078
	<u>Authorized Positions</u>				
	Administrative Clerk	1	1	1	-
	Director of Engineering & Planning	1	1	1	1
	Sr. Engineering Drafter	1	1	1	1
	Strategic Sourcing Specialist	-	-	-	1
	Contract Administrator	1	1	1	-
	Professional Level Trainee	-	-	1	1
	Total Authorized Positions	4	4	5	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 2023 budget is \$182,699, a decrease of \$1,765, or 1% below the 2022 adopted level.

Payroll: \$8,235

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

Operations: (\$10,000)

- *Diversity Programs and Consultant Services* have decreased based on historical spending.

Diversity

Commitment		2021	2022	2022	2023
Item	Expenditure Classification	Actual	Adopted	Projected	Proposed
	<u>Payroll</u>				
501010	Regular Pay	156,431	162,214	154,800	170,324
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	250	250	300	375
	Total Payroll	156,681	162,464	155,100	170,699
	<u>Operations</u>				
511100	Seminars & Conventions	500	1,000	1,000	1,000
511110	Business Travel	-	500	-	500
511220	Dues & Memberships	-	500	500	500
512070	Consultant Services	-	10,000	3,500	5,000
519080	Diversity Programs	5,000	10,000	6,000	5,000
	Total Operations	5,500	22,000	11,000	12,000
	Total Expenditure Classification	162,181	184,464	166,100	182,699
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	79,870	90,400	81,400	89,500
	Water Allocation 51%	82,311	94,064	84,700	93,199
	Total Funding Allocation	162,181	184,464	166,100	182,699
	<u>Authorized Positions</u>				
	Diversity Manager	1	1	1	1
	Total Authorized Positions	1	1	1	1

Engineering Services**Description/Budget Commentary**

The Engineering Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2023 Capital Improvement Budget. There are 11 positions budgeted for the full 2023 Capital Improvement Program budget year.

Construction Services**Description/Budget Commentary**

The Construction Services department is a part of the Capital Improvement Program. The Survey & Inspection (C1H02) department has been consolidated with Construction Services for 2023. Specific projects and details are in the 2023 Capital Improvement Budget. There are 9 positions transferred from Survey & Inspection. There will be 7 positions budgeted for the full 2023 Capital Improvement Program year.

Technical Services**Description/Budget Commentary**

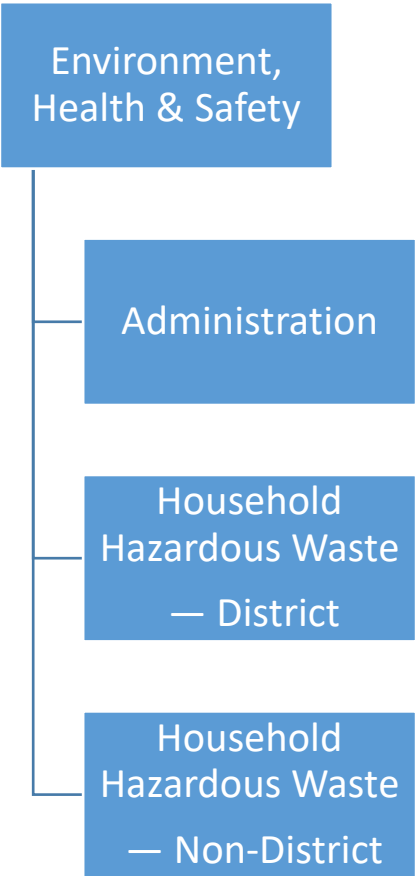
The Technical Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2023 Capital Improvement Budget. There are 14 positions budgeted for the full 2023 Capital Improvement Program budget year.

Environment, Health & Safety

Administration

Household Hazardous Waste — District

Household Hazardous Waste — Non-District



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 2023 totals \$1,013,244, an increase of \$32,526 or 3.3% above the 2022 adopted level. Budget details for the activities comprising the Environment, Health & Safety Department follow.

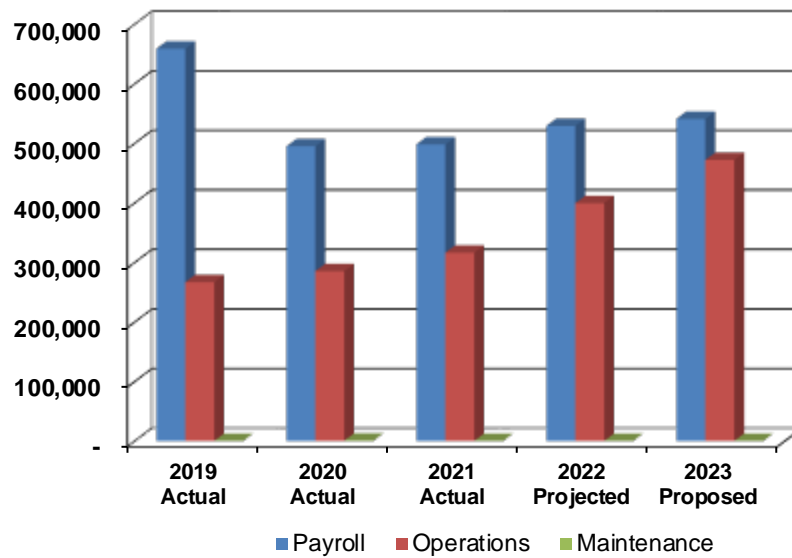
Environment, Health & Safety

Summary

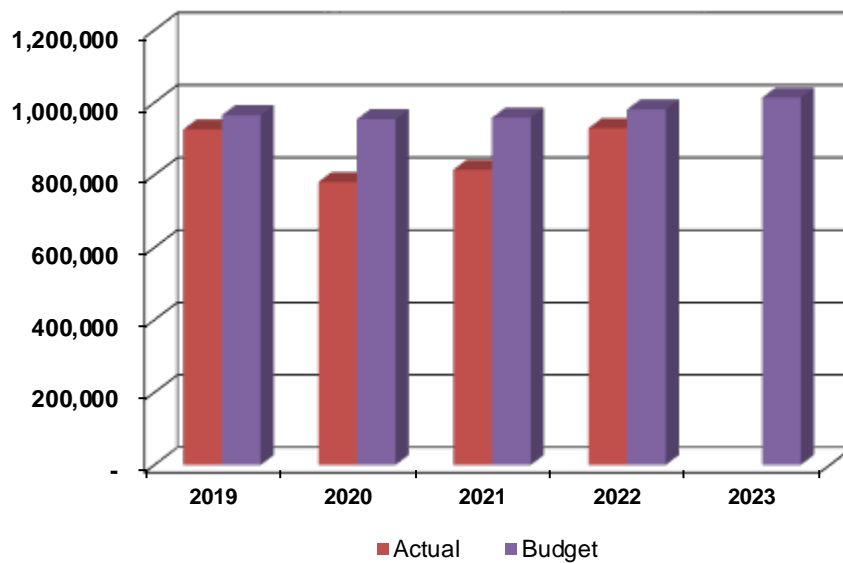
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	599,617	682,418	671,200	697,944
HHW District	195,542	270,200	231,200	285,200
HHW Non-District	19,287	28,100	26,600	30,100
Total Summary by Activity	814,446	980,718	929,000	1,013,244
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	489,758	502,893	506,600	518,569
Overtime 100%	-	-	500	-
Overtime 150%	7,203	11,000	10,500	11,000
Overtime 200%	-	-	-	-
Temporary Help	-	10,000	10,000	10,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,400	1,725	1,800	1,575
Total Payroll	498,361	525,618	529,400	541,144
Operations	316,085	455,100	399,600	472,100
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
Total Summary by Major Account	814,446	980,718	929,000	1,013,244
<u>Funding Allocation</u>				
Sewer Allocation 49%	352,629	480,600	455,200	496,400
Water Allocation 51%	461,817	500,118	473,800	516,844
Total Funding Allocation	814,446	980,718	929,000	1,013,244
<u>Authorized Positions</u>				
Administration	4	4	4	4
HHW District	-	-	-	-
HHW Non-District	-	-	-	-
Total Authorized Positions	4	4	4	4

Environment, Health & Safety

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	658,981	495,116	498,215	529,400	541,144
Operations	266,800	285,074	316,231	399,600	472,100
Maintenance	-	405	-	-	-
Total	925,781	780,595	814,446	929,000	1,013,244



	2019	2020	2021	2022	2023
Actual	925,781	780,595	814,446	929,000	
Budget	964,800	954,000	957,900	980,718	1,013,244
Variance	(39,019)	(173,405)	(143,454)	(51,718)	

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 2023 totals \$697,944, an increase of \$15,526 or 2.3% above the 2022 adopted level.

Payroll: \$15,526

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

Operations: \$0

- The budget is unchanged for 2023.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	489,161	502,893	506,600	518,569
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	10,000	10,000	10,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,400	1,725	1,800	1,575
	Total Payroll	490,561	514,618	518,400	530,144
	<u>Operations</u>				
503010	Medical Services	8,363	55,000	55,000	55,000
511050	Employee Education Program	11,100	-	-	-
511070	Employee Reimbursement	-	-	-	-
511100	Seminars & Conventions	398	3,000	3,000	2,000
511120	Meeting Expenses	157	1,000	1,000	1,000
511220	Dues & Memberships	855	2,000	2,000	2,000
512070	Consultant Services	3,104	25,000	20,000	25,000
512080	Outside Services	484	3,000	2,000	5,000
512710	Outside Testing & Lab Services	1,223	10,000	6,000	10,000
512720	Soil Testing	-	1,000	1,000	-
512840	Licenses & Registration	570	600	600	600
513010	Office Supplies	2,827	2,000	2,000	2,000
513020	Janitorial Supplies	-	-	-	-
513120	Safety Supplies	79,975	65,000	60,000	65,000
513400	Small Tools & Equipment	-	200	200	200
	Total Operations	109,056	167,800	152,800	167,800
	Total Expenditure Classification	599,617	682,418	671,200	697,944
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	259,111	334,400	328,900	342,000
	Water Allocation 51%	340,506	348,018	342,300	355,944
	Total Funding Allocation	599,617	682,418	671,200	697,944
	<u>Authorized Positions</u>				
	Manager of EH&S	1	1	1	1
	Occup. Health & Safety Analyst	1	1	1	1
	Project Manager	1	1	1	1
	Professional Level Trainee	1	1	1	1
	Total Authorized Positions	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 2023 totals \$285,200, which is above the 2022 adopted level by \$15,000, an increase of 5.6%

Payroll: \$0

- No change in the budget for 2023.

Operations: \$15,000

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

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	451	-	-	-
501030	Overtime 100%	-	-	500	-
501040	Overtime 150%	6,402	10,000	9,500	10,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	6,853	10,000	10,000	10,000
	<i>Operations</i>				
511010	Clothing Allowance	568	100	100	100
511120	Meeting Expenses	639	800	800	800
511240	Public Information	4,898	1,000	1,000	1,000
512410	Refuse Collection & Disposal	7,815	11,000	11,000	11,000
512450	Hazard Material Waste Disposal	173,414	230,000	200,000	245,000
513010	Office Supplies	16	100	100	100
513070	Public Information Supplies	1,339	2,000	1,000	2,000
519090	Advertising	-	15,000	7,000	15,000
521020	Safety Equipment	-	200	200	200
	<i>Total Operations</i>	188,689	260,200	221,200	275,200
	<i>Total Expenditure Classification</i>	195,542	270,200	231,200	285,200
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	85,061	132,400	113,300	139,700
	Water Allocation 51%	110,481	137,800	117,900	145,500
	<i>Total Funding Allocation</i>	195,542	270,200	231,200	285,200

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. The cost of these events is billed to non-district communities, which is reflected in revenue.

Budget Commentary

The HHW Non-District proposed budget for 2023 totals \$30,100, which is above the 2022 adopted level by \$2,000, an increase of 7.1%.

Payroll: \$0

- No change in the budget for 2023.

Operations: \$2,000

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

Household Hazardous Waste — Non-District

Commitment		2021	2022	2022	2023
Item	Expenditure Classification	Actual	Adopted	Projected	Proposed
	<i>Payroll</i>				
501010	Regular Pay	146	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	801	1,000	1,000	1,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	947	1,000	1,000	1,000
	<i>Operations</i>				
511010	Clothing Allowance	-	100	100	100
511120	Meeting Expenses	-	200	200	200
511240	Public Information	432	-	500	-
512410	Refuse Collection & Disposal	882	1,100	1,100	1,100
512450	Hazard Material Waste Disposal	17,026	24,000	22,000	26,000
513010	Office Supplies	-	100	100	100
513070	Public Information Supplies	-	500	500	500
519090	Advertising	-	1,000	1,000	1,000
521020	Safety Equipment	-	100	100	100
	<i>Total Operations</i>	18,340	27,100	25,600	29,100
	<i>Total Expenditure Classification</i>	19,287	28,100	26,600	30,100
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	8,457	13,800	13,000	14,700
	Water Allocation 51%	10,830	14,300	13,600	15,400
	<i>Total Funding Allocation</i>	19,287	28,100	26,600	30,100

Command Center

Administration

Utility Services



Command Center

Summary

Description

The Command Center, headed by the Director of Operations, 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 2023 is \$6,059,793, an increase of \$1,639,798 or 37.1% above the budget adopted for 2022. Budget details for the activities comprising the Command Center department follow.

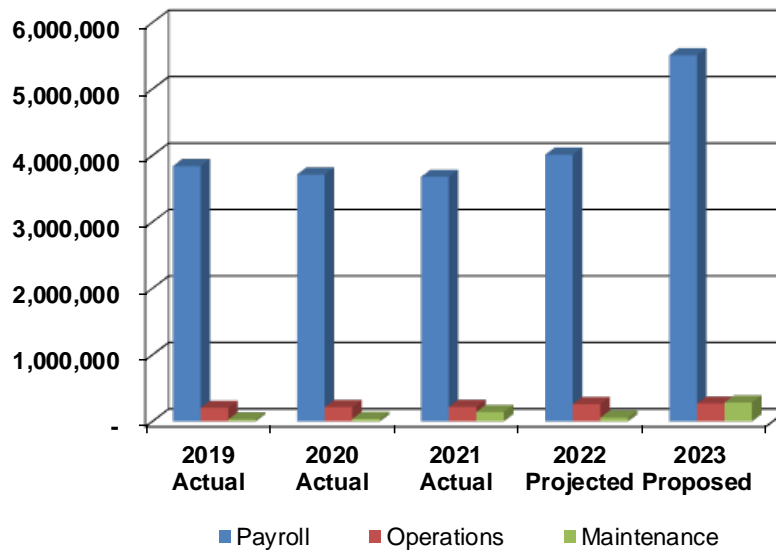
Command Center

Summary

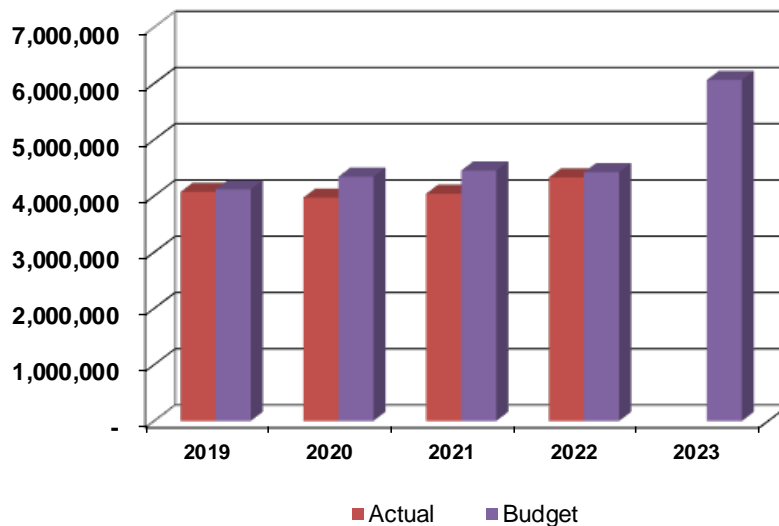
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Command Center	2,279,274	2,321,604	2,228,604	2,674,408
Utility Services	1,758,101	2,098,391	2,098,391	3,385,385
Total Summary by Activity	4,037,375	4,419,995	4,326,995	6,059,793
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	3,066,625	3,345,695	3,345,695	4,839,268
Overtime 100%	-	-	-	-
Overtime 150%	451,688	540,000	540,000	540,000
Overtime 200%	71,797	70,000	70,000	70,000
Temporary Help	-	-	-	-
Standby & Premium Pay	78,569	44,000	44,000	44,000
Longevity Pay	10,875	12,000	12,000	15,225
Total Payroll	3,679,554	4,011,695	4,011,695	5,508,493
Operations	217,015	258,300	260,300	267,300
Maintenance	140,806	150,000	55,000	284,000
Capital Outlay	-	-	-	-
Total Summary by Major Accounts	4,037,375	4,419,995	4,326,995	6,059,793
<u>Funding Allocation</u>				
Sewer Allocation 34%	1,305,554	1,502,800	1,471,200	2,060,300
Water Allocation 66%	2,731,821	2,917,195	2,855,795	3,999,493
Total Funding Allocation	4,037,375	4,419,995	4,326,995	6,059,793
<u>Authorized Positions</u>				
Command Center	18	17	17	19
Utility Services	16	16	21	27
Total Authorized Positions	34	33	38	46

Command Center

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	3,841,281	3,714,869	3,679,554	4,011,695	5,508,493
Operations	201,778	213,814	217,015	260,300	267,300
Maintenance	27,388	38,252	140,806	55,000	284,000
Total	4,070,447	3,966,935	4,037,375	4,326,995	6,059,793



	2019	2020	2021	2022	2023
Actual	4,070,447	3,966,935	4,037,375	4,326,995	
Budget	4,116,300	4,340,600	4,449,000	4,419,995	6,059,793
Variance	(45,853)	(373,665)	(411,625)	(93,000)	

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 2023 totals \$2,674,408, which is an increase of \$352,804 or 15.2% above the 2022 adopted level.

Payroll: \$333,804

- *Regular Pay, Overtime and Standby & Premium* includes increments and cost-of-living increases for eligible employees, transfer of Utility Maintainer 2 from Operations-System Repair (2330010020) and a position from Patrol (2340010010).
- *Longevity Pay* has increased based upon participation.

Operations: \$9,000

- *Clothing Allowance, Meals Allowance, and Outside Services* slightly increase to reflect the inflationary impact on contractual agreements and goods and services.

Maintenance: \$10,000

- A proposed increase in *Sewer Maintenance* reflects anticipated spending with an increase in costs.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,653,727	1,618,229	1,618,229	1,951,233
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	273,105	350,000	350,000	350,000
501050	Overtime 200%	71,797	70,000	70,000	70,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	65,429	35,000	35,000	35,000
501070	Longevity Pay	4,175	3,375	3,375	4,175
	Total Payroll	2,068,233	2,076,604	2,076,604	2,410,408
	<u>Operations</u>				
511010	Clothing Allowance	4,760	6,000	6,000	7,000
511030	Meals Allowance	3,942	6,000	6,000	7,000
512080	Outside Services	62,680	70,000	70,000	75,000
513010	Office Supplies	13,249	15,000	15,000	15,000
513080	Communication Equipment & Supp.	2,443	14,000	14,000	14,000
513690	Materials From Stock	4,756	10,000	12,000	12,000
	Total Operations	91,830	121,000	123,000	130,000
	<u>Maintenance</u>				
521080	Tool & Work Equipment	7,571	9,000	9,000	10,000
522010	Facilities R&M	896	1,000	-	-
522020	Buildings	3,600	4,000	-	4,000
522170	Sewer Maintenance	107,144	110,000	20,000	120,000
	Total Maintenance	119,211	124,000	29,000	134,000
	Total Expenditure Classification	2,279,274	2,321,604	2,228,604	2,674,408
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	736,734	789,300	757,700	909,300
	Water Allocation 66%	1,542,540	1,532,304	1,470,904	1,765,108
	Total Funding Allocation	2,279,274	2,321,604	2,228,604	2,674,408
	<u>Authorized Positions</u>				
	Administrative Clerk	2	2	2	2
	Claims Agent	1	-	1	1
	Command Center Senior Supervisor	1	1	1	1
	Director of Operations	-	-	1	1
	Manager of Command Center	1	1	-	-
	Utility Maintainer 1	2	2	2	2
	Utility Maintainer 2	4	4	4	6
	Utility Maintenance Crew Leader	2	2	2	2
	Utility Operations Shift Maintainer	1	1	-	-
	Utility Maintenance Supervisor	4	4	4	4
	Total Authorized Positions	18	17	17	19

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 2023 totals \$3,385,385 an increase of \$1,286,994 or 61.3% above the 2022 adopted level.

Payroll: \$1,162,994

- *Regular Pay* includes increments and cost-of-living increases for eligible employees as well as the transfer of 11 employees in total from the following; (1) Engineering & Planning-Administration (2100010010), (1) Maintenance-Warehouse (2240010050), (1) Inspection Services (C1H02), (1) Engineering Services (C1H03), (1) Construction Services (CH104) and (6) Technical Services (C1H05).
- *Longevity Pay* has increased based upon participation.

Operations: \$0

- All expenditures are proposed to remain unchanged for 2023.

Maintenance: \$124,000

- *Tool & Work Equipment* expenditures are increasing in 2023 to support purchasing of leak detection equipment, GPS units, metal detectors, and other emergency response tools.

Utility Services

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,412,898	1,727,466	1,727,466	2,888,035
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	178,583	190,000	190,000	190,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	13,140	9,000	9,000	9,000
501070	Longevity Pay	6,700	8,625	8,625	11,050
	Total Payroll	1,611,321	1,935,091	1,935,091	3,098,085
	<u>Operations</u>				
511010	Clothing Allowance	7,230	8,000	8,000	8,000
511030	Meals Allowance	223	800	800	800
511100	Seminars & Conventions	199	2,500	2,500	2,500
511220	Dues & Memberships	1,382	3,000	3,000	3,000
512360	Call Before You Dig Fee	90,745	104,000	104,000	104,000
513010	Office Supplies	1,316	1,000	1,000	1,000
513400	Small Tools & Equipment	486	3,000	3,000	3,000
513690	Materials From Stock	23,604	15,000	15,000	15,000
	Total Operations	125,185	137,300	137,300	137,300
	<u>Maintenance</u>				
521080	Tool & Work Equipment	21,595	26,000	26,000	150,000
	Total Maintenance	21,595	26,000	26,000	150,000
	Total Expenditure Classification	1,758,101	2,098,391	2,098,391	3,385,385
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	568,820	713,500	713,500	1,151,000
	Water Allocation 66%	1,189,281	1,384,891	1,384,891	2,234,385
	Total Funding Allocation	1,758,101	2,098,391	2,098,391	3,385,385
	<u>Authorized Positions</u>				
	Construction & Utility Svces Supv.	-	1	3	3
	Administrative Clerk	-	-	-	1
	Assistant Util Maint Supt	-	-	1	1
	Cross Connection Tech 1	2	1	1	1
	Cross Connection Tech 2	2	1	3	3
	Customer Services Supervisor	1	-	-	-
	Engineering Technician 2	-	-	3	3
	Engineering Technician 3	2	-	-	-
	Environmental Analyst 2	1	1	1	1
	Project Engineer 2	1	1	-	-
	Senior Utility Services Technician	2	2	1	1
	Utility Maintenance Supervisor	-	1	-	-
	Utility Services Eng Technician	5	8	8	13
	Total Authorized Positions	16	16	21	27

Operations

Administration
Systems Repair & Maintenance

Operations

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Administration

Systems Repair
& Maintenance

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 \$14,194,647, increasing \$1,120,413 or 8.6% above the 2022 adopted level. Budget details on Operations' activities follow.

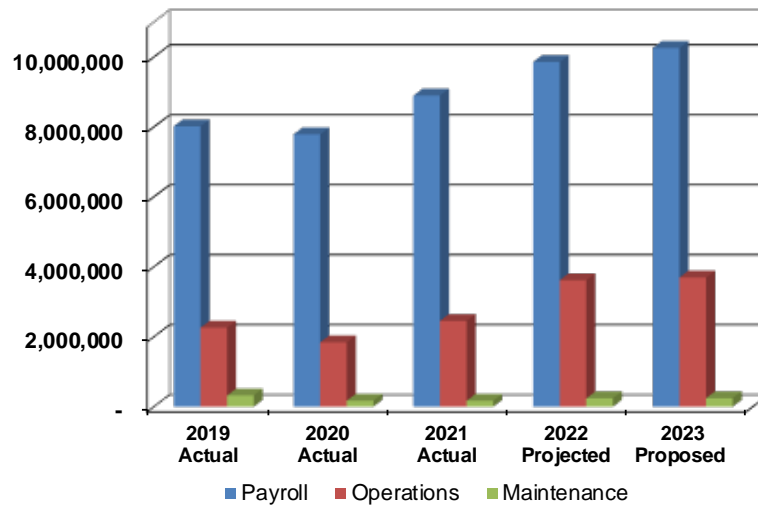
Operations

Summary

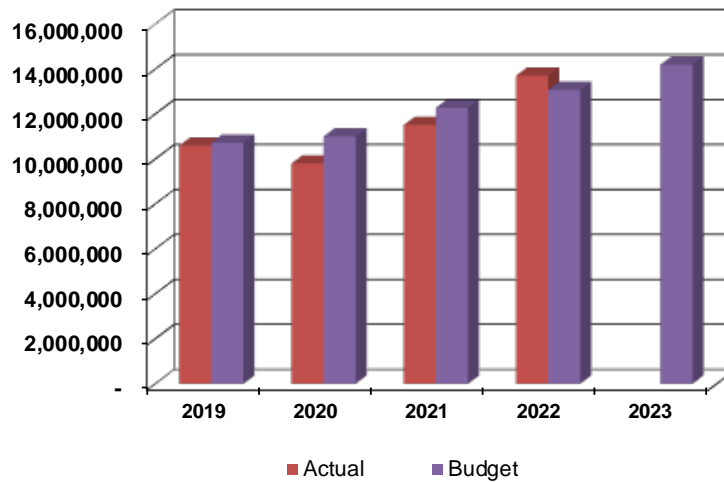
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	181,852	195,482	195,482	206,823
Systems Repair	11,333,214	12,878,752	13,512,252	13,987,824
Total Summary by Activity	11,515,066	13,074,234	13,707,734	14,194,647
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	7,295,476	8,172,509	8,172,509	8,576,597
Overtime 100%	-	-	-	-
Overtime 150%	791,551	800,000	800,000	800,000
Overtime 200%	722,840	800,000	800,000	800,000
Temporary Help	-	-	-	-
Standby & Premium Pay	74,100	69,000	69,000	69,000
Longevity Pay	9,828	11,125	11,125	12,550
Total Payroll	8,893,795	9,852,634	9,852,634	10,258,147
Operations	2,454,346	3,046,600	3,615,100	3,691,500
Maintenance	166,925	175,000	240,000	245,000
Total Summary by Major Account	11,515,066	13,074,234	13,707,734	14,194,647
<u>Funding Allocation</u>				
Sewer Allocation 25%	2,699,217	3,268,600	3,427,000	3,548,700
Water Allocation 75%	8,815,849	9,805,634	10,280,734	10,645,947
Total Funding Allocation	11,515,066	13,074,234	13,707,734	14,194,647
<u>Authorized Positions</u>				
Administration	1	1	1	1
Systems Repair	88	88	89	89
Total Authorized Positions	89	89	90	90

Operations

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	8,017,795	7,786,271	8,893,795	9,852,634	10,258,147
Operations	2,258,364	1,838,829	2,452,756	3,615,100	3,691,500
Maintenance	322,234	173,634	168,515	240,000	245,000
Total	10,598,393	9,798,734	11,515,066	13,707,734	14,194,647



	2019	2020	2021	2022	2023
Actual	10,598,393	9,798,734	11,515,066	13,707,734	
Budget	10,719,600	11,000,600	12,275,100	13,074,234	14,194,647
Variance	(121,207)	(1,201,866)	(760,034)	633,500	

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 2023 is \$206,823, increasing by \$11,341 or 5.8% above the expenditure level adopted for 2022.

Payroll: \$9,841

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

Operations: \$1,500

- The proposed increase in expenditure spending is due to a slight increase in *Dues & Memberships* as well as an anticipated increase in spend for upcoming *Seminars & Conventions* for Operational staff.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	172,896	184,182	184,182	193,998
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	800	800	800	825
	<i>Total Payroll</i>	173,696	184,982	184,982	194,823
	<i>Operations</i>				
511100	Seminars & Conventions	6,293	7,000	7,000	7,500
511220	Dues & Memberships	120	1,000	1,000	1,500
512840	Licenses & Registration	623	500	500	500
513010	Office Supplies	1,120	2,000	2,000	2,500
	<i>Total Operations</i>	8,156	10,500	10,500	12,000
	<i>Total Expenditure Classification</i>	181,852	195,482	195,482	206,823
	<i>Sewer Allocation 25%</i>	42,824	48,900	48,900	51,700
	<i>Water Allocation 75%</i>	139,028	146,582	146,582	155,123
	<i>Total Funding Allocation</i>	181,852	195,482	195,482	206,823
	<i>Authorized Positions</i>				
	Manager of Operations	1	1	1	1
	<i>Total Authorized Positions</i>	1	1	1	1

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 2023 totals \$13,987,824, increasing by \$1,109,072 or 8.6% above the adopted level for 2022.

Payroll: \$395,672

- *Regular Pay* includes increments, cost-of-living increases for eligible employees and the transfer of Utility Maintainer 1 from Water Treatment & Supply-Reservoir Operations & Maintenance – (2210030020).
- *Longevity Pay* has increased based upon participation.

Operations: \$643,000

- The funding of various allotments, directly impacted by the increase in Town and State projects, are changing for 2023 to align with anticipated spending.
- *Outside Services and Materials from Stock* are increasing in 2023 due to anticipated supplier pricing.

Maintenance: \$70,000

- *Tool & Work Equipment* expenditures are anticipated to increase due to historic spend.
- *Power Operated Equipment* is proposed to be funded in 2023 due to anticipated project work.

Systems Repair & Maintenance

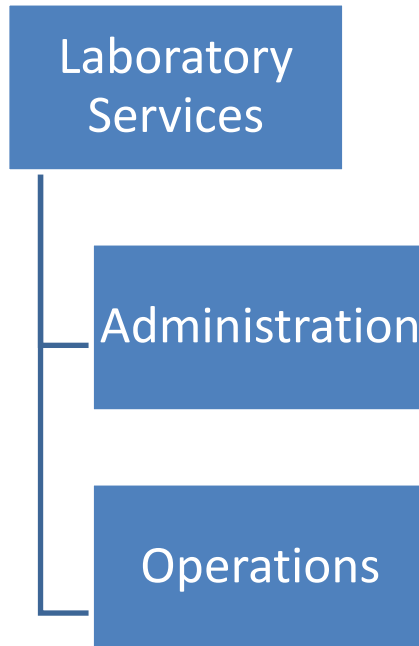
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	7,122,580	7,988,327	7,988,327	8,382,599
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	791,551	800,000	800,000	800,000
501050	Overtime 200%	722,840	800,000	800,000	800,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	74,100	69,000	69,000	69,000
501070	Longevity Pay	9,028	10,325	10,325	11,725
	Total Payroll	8,720,099	9,667,652	9,667,652	10,063,324
	<u>Operations</u>				
511010	Clothing Allowance	51,288	41,000	41,000	43,500
511030	Meals Allowance	40,326	55,600	55,600	58,000
511050	Employee Education Program	1,041	-	-	-
511070	Employee Reimbursement	160	1,000	-	-
512060	Police Services	463,281	500,000	700,000	700,000
512080	Outside Services	21,528	30,000	30,000	30,000
512100	Traffic Control/Flagging Services	80,339	60,000	175,000	175,000
512310	Permits	524	500	-	-
512400	Disposal/Removal Fees	46,305	60,000	60,000	70,000
513010	Office Supplies	20,793	18,000	18,000	20,000
513120	Safety Supplies	4,759	-	-	-
513400	Small Tools & Equipment	60,590	60,000	80,000	75,000
513430	Rock Sand & Dirt	656,760	1,200,000	1,038,000	1,300,000
513520	Pipe Fittings & Valves	7,290	1,000	-	-
513590	Lights & Barricades	4,654	7,000	7,000	8,000
513690	Materials From Stock	984,962	1,000,000	1,400,000	1,200,000
521050	Office Furniture Equipment	1,590	2,000	-	-
	Total Operations	2,446,190	3,036,100	3,604,600	3,679,500
	<u>Maintenance</u>				
521060	Power Operated Equipment	-	-	-	20,000
521080	Tool & Work Equipment	166,925	175,000	240,000	225,000
	Total Maintenance	166,925	175,000	240,000	245,000
	Total Expenditure Classification	11,333,214	12,878,752	13,512,252	13,987,824
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	2,656,393	3,219,700	3,378,100	3,497,000
	Water Allocation 75%	8,676,821	9,659,052	10,134,152	10,490,824
	Total Funding Allocation	11,333,214	12,878,752	13,512,252	13,987,824

Systems Repair & Maintenance

<i>Authorized Positions</i>	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Administrative Clerk	1	1	1	1
Asst Utility Maint Supt.	2	2	2	2
Customer Service Maintainer 1	3	3	3	3
Equipment Operator 1	8	8	7	7
Hydrant Maintainer 1	2	2	2	2
Hydrant Maintainer 2	1	1	1	1
Meter Reader 1	2	2	2	2
Meter Reader 2	1	1	1	1
Meter Reading Crew Leader	1	1	1	1
Senior Clerk	1	1	1	1
Sr. Utility Maint. Crew Leader	1	1	1	1
Sr. Utility Maint. Supervisor	2	2	5	5
Utility Maintenance Crew Leader	7	6	5	5
Utility Maintenance Supervisor	10	10	8	8
Utility Maintenance Superintendent	-	1	1	1
Utility Maintainer 1	13	13	16	16
Utility Maintainer 2	25	25	24	24
Utility Operations Shift Maintainer	1	1	1	1
Utility Sys. Monitoring Technician 1	1	1	1	1
Utility Sys. Monitoring Technician 2	6	6	6	6
<i>Total Authorized Positions</i>	88	88	89	89

Laboratory Services

Administration
Operations



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 2023 is \$1,579,289 a decrease of \$265 below the 2022 adopted budget. Budget details regarding the activity and departments follow on the succeeding pages.

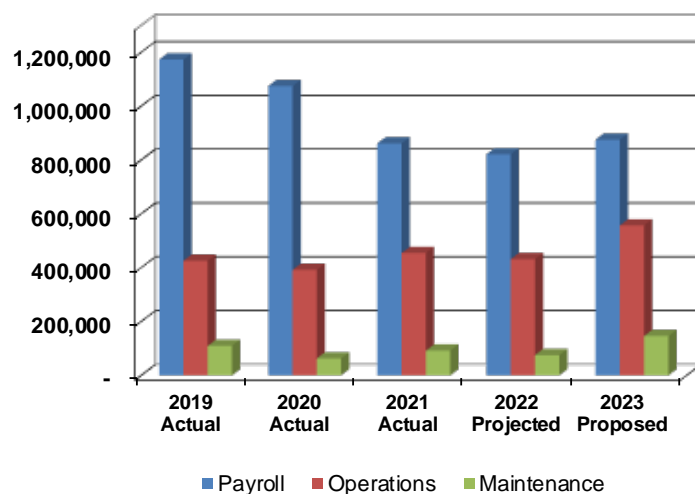
Laboratory Services

Summary

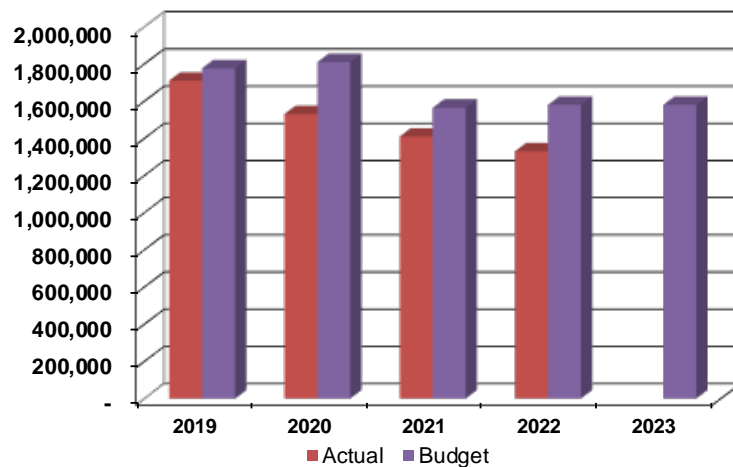
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	136,175	144,973	146,893	180,505
Operations	1,272,782	1,434,581	1,182,227	1,398,784
Total	1,408,957	1,579,554	1,329,120	1,579,289
<u>Summary by Major Object</u>				
Payroll				
Regular Pay	817,787	836,754	770,777	814,214
Overtime 100%	-	-	-	-
Overtime 150%	39,243	45,000	47,130	55,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	2,648	3,200	2,330	3,200
Longevity Pay	2,300	3,000	1,501	3,275
Total Payroll	861,978	887,954	821,737	875,689
Operations	454,553	545,100	431,973	557,100
Maintenance	92,426	146,500	75,410	146,500
Total Summary by Major Account	1,408,957	1,579,554	1,329,120	1,579,289
<u>Funding Allocation</u>				
Sewer Allocation 48%	636,820	758,200	638,000	758,000
Water Allocation 52%	772,137	821,354	691,120	821,289
Total Funding Allocation	1,408,957	1,579,554	1,329,120	1,579,289
<u>Authorized Positions</u>				
Administration	1	1	1	1
Operations	8	7	6	6
Total Authorized Positions	9	8	7	7

Laboratory Services

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	1,173,505	1,074,604	861,978	821,737	875,689
Operations	426,094	392,212	454,553	431,973	557,100
Maintenance	109,830	63,233	92,426	75,410	146,500
Total	1,709,429	1,530,049	1,408,957	1,329,120	1,579,289



	2019	2020	2021	2022	2023
Actual	1,709,429	1,530,049	1,408,957	1,329,120	
Budget	1,775,600	1,809,300	1,563,900	1,579,554	1,579,289
Variance	(66,171)	(279,251)	(154,943)	(250,434)	

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 2023 is \$180,505 an increase of 24.5% above the expenditure level adopted for 2022.

Payroll: \$35,532

- *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 2023.

Maintenance: \$0

- The proposed budget is expected to be unchanged for 2023.

Laboratory Services

2230010010

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	130,339	133,598	139,966	169,105
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	575	575	288	600
	<i>Total Payroll</i>	130,914	134,173	140,254	169,705
	<i>Operations</i>				
511100	Seminars & Conventions	1,475	3,000	737	3,000
511220	Dues & Memberships	1,370	1,800	2,568	1,800
512840	Licenses & Registration	-	500	343	500
513010	Office Supplies	2,416	3,000	2,500	3,000
513040	Laboratory Supplies	-	-	491	-
519100	Printing	-	1,000	-	1,000
	<i>Total Operations</i>	5,261	9,300	6,639	9,300
	<i>Maintenance</i>				
521050	Office Furniture Equipment	-	1,500	-	1,500
	<i>Total Maintenance</i>	-	1,500	-	1,500
	<i>Total Expenditure Classification</i>	136,175	144,973	146,893	180,505
	<i>Funding Allocation</i>				
	Sewer Allocation 48%	61,591	69,600	70,500	86,600
	Water Allocation 52%	74,584	75,373	76,393	93,905
	<i>Total Funding Allocation</i>	136,175	144,973	146,893	180,505
	<i>Authorized Positions</i>				
	Manager of Lab Services	-	-	1	1
	WPC Laboratory Administrator	1	1	-	-
	<i>Total Authorized Positions</i>	1	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 2023 is \$1,398,784 which is decreasing by \$35,797 or 2.5% below the expenditure level adopted for 2022.

Payroll: (\$47,797)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by a decrease in headcount. This headcount position was transferred to Water Treatment-Bloomfield.
- *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.

Operations: \$12,700

- *Outside Testing and Lab Services* will increase by 5.3% due to the Unregulated Contaminant Monitoring Rule (UCMR5) that occurs every five years in response to the EPA regulations. During this event the Lab must take numerous water samples, generating data and report it to the EPA. This increase in this expenditure is for the costs associated with the additional reporting and sampling efforts to ensure that The District remains in compliance with EPA regulations.

Maintenance: \$0

- There are no proposed changes for the 2023 budget year.

Operations

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	687,448	703,156	630,811	645,109
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	39,243	45,000	47,130	55,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	2,648	3,200	2,330	3,200
501070	Longevity Pay	1,725	2,425	1,213	2,675
	Total Payroll	731,064	753,781	681,483	705,984
	<u>Operations</u>				
511010	Clothing Allowance	2,090	2,000	1,950	2,000
512040	Labor Litigation Legal Services	125	-	-	-
512080	Outside Services	68,462	60,000	60,000	60,000
512710	Outside Testing & Lab Services	183,557	225,800	195,000	237,800
513010	Office Supplies	-	-	335	-
513040	Laboratory Supplies	187,181	240,000	160,049	240,000
514030	Propane Gas	7,877	8,000	8,000	8,000
	Total Operations	449,292	535,800	425,334	547,800
	<u>Maintenance</u>				
513540	Tanks	-	5,000	-	5,000
521040	Laboratory Equipment	92,101	140,000	75,248	140,000
521100	Treatment Equipment	-	-	162	-
521080	Tool & Work Equipment	325	-	-	-
	Total Maintenance	92,426	145,000	75,410	145,000
	Total Expenditure Classification	1,272,782	1,434,581	1,182,227	1,398,784
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	575,229	688,600	567,500	671,400
	Water Allocation 52%	697,553	745,981	614,727	727,384
	Total Funding Allocation	1,272,782	1,434,581	1,182,227	1,398,784
	<u>Authorized Positions</u>				
	Chemist	2	2	2	2
	Laboratory Technician	3	2	1	1
	Microbiologist	1	1	1	1
	Water Treatment Plant Operator	1	1	1	1
	WPC Process Analyst	1	1	1	1
	Total Authorized Positions	8	7	6	6

Water Pollution Control

Expenditure Trend

Water Pollution Control

Administration

Hartford

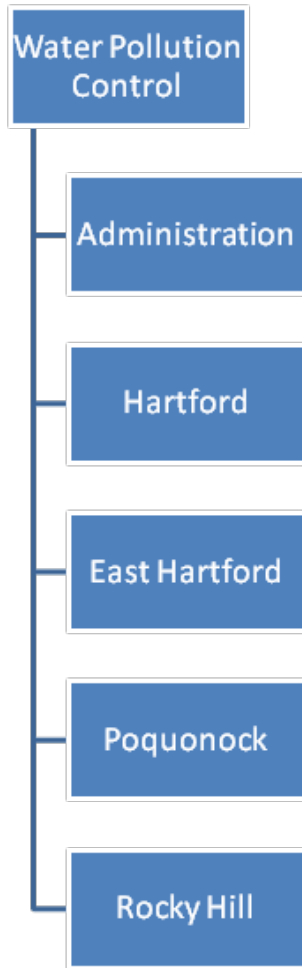
East Hartford

Poquonock

Rocky Hill

Water Pollution Control

Expenditure Trend



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 2023 budget for the WPC Administration and Water Pollution Control Facilities are \$21,537,206 which is more than the 2022 adopted budget by \$964,204 or 4.7%. Budget details regarding the activity and departments are provided on succeeding pages.

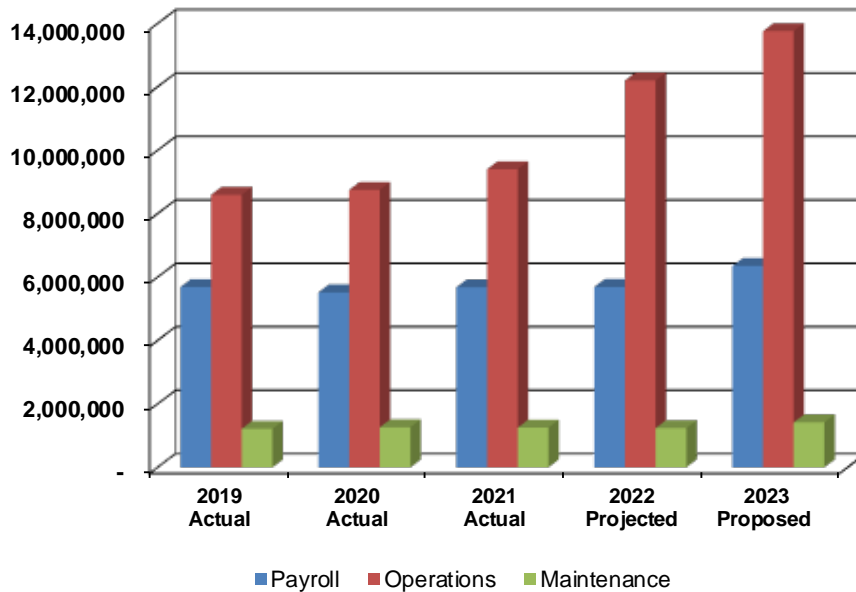
Water Pollution Control

Summary

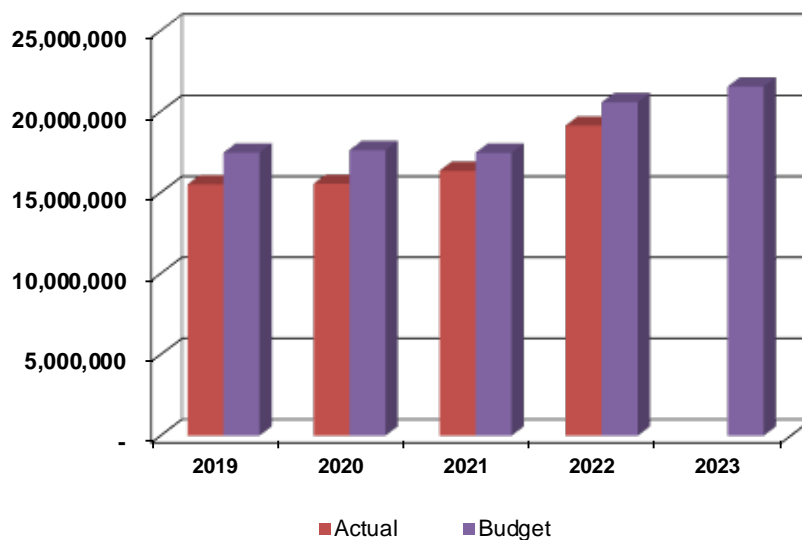
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	474,100	547,152	532,850	575,673
Hartford	12,903,220	16,194,038	15,219,000	16,833,185
East Hartford	1,040,739	1,475,388	1,329,175	1,613,195
Poquonock	905,703	1,065,009	919,325	1,166,943
Rocky Hill	1,017,249	1,291,415	1,135,775	1,348,210
Total Summary by Activity	16,341,011	20,573,002	19,136,125	21,537,206
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	5,027,193	5,400,807	4,987,700	5,662,931
Overtime 100%	-	-	-	-
Overtime 150%	394,188	391,000	451,500	391,000
Overtime 200%	132,756	176,000	131,500	176,000
Temporary	-	-	-	-
Standby/Premium	125,441	120,300	116,800	120,300
Longevity	2,650	2,925	2,925	3,225
Total Payroll	5,682,228	6,091,032	5,690,425	6,353,456
Operations	9,408,859	13,155,370	12,214,300	13,771,050
Maintenance	1,249,924	1,326,600	1,231,400	1,412,700
Summary by Major Account	16,341,011	20,573,002	19,136,125	21,537,206
<u>Funding Allocation</u>				
Sewer Allocation 100%	16,341,011	20,573,002	19,136,125	21,537,206
Water Allocation 0%	-	-	-	-
Total Funding Allocation	16,341,011	20,573,002	19,136,125	21,537,206
<u>Authorized Positions</u>				
Administration	1	1	1	1
Hartford	43	43	43	43
East Hartford	5	5	5	5
Poquonock	4	4	4	4
Rocky Hill	5	5	5	5
	58	58	58	58

Water Pollution Control

Summary



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	5,688,983	5,520,739	5,682,228	5,690,425	6,353,456
Operations	8,598,017	8,752,647	9,404,119	12,206,300	13,762,050
Maintenance	1,216,497	1,265,042	1,254,664	1,239,400	1,421,700
Total	15,503,497	15,538,428	16,341,011	19,136,125	21,537,206



	2019	2020	2021	2022	2023
Actual	15,503,497	15,538,428	16,341,011	19,136,125	
Budget	17,462,200	17,616,800	17,456,700	20,573,002	21,537,206
Variance	(1,958,703)	(2,078,372)	(1,115,689)	(1,436,877)	

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 2023 is \$575,673 which is an increase of \$28,521 or 5.2% above the level approved for 2022.

Payroll: \$9,841

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

Operations: \$18,680

- *Outside Testing & Lab Services* will increase to support expenditures related incinerator testing for Consent Decree.

Administration

Commitment Item	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Payroll</u>				
501010 Regular Pay	172,189	184,182	184,100	193,998
501030 Overtime 100%	-	-	-	-
501040 Overtime 150%	-	-	-	-
501050 Overtime 200%	-	-	-	-
501020 Temporary Pay	-	-	-	-
501060 Standby & Premium Pay	-	-	-	-
501070 Longevity Pay	350	350	350	375
Total Payroll	172,539	184,532	184,450	194,373
<u>Operations</u>				
511100 Seminars & Conventions	1,783	8,000	7,000	8,000
511120 Meeting Expenses	1,466	1,200	1,000	1,200
511210 Books & Periodicals	108	1,000	1,000	1,000
511220 Dues & Memberships	2,825	2,900	2,900	2,900
512310 Permits	83,864	168,000	155,000	168,000
512710 Outside Testing & Lab Services	210,847	180,320	180,300	199,000
512840 Licenses & Registration	285	500	500	500
513010 Office Supplies	383	500	500	500
519100 Printing	-	200	200	200
Total Operations	301,561	362,620	348,400	381,300
Total Expenditure Classification	474,100	547,152	532,850	575,673
<u>Funding Allocation</u>				
Sewer Allocation 100%	474,100	547,152	532,850	575,673
Water Allocation 0%	-	-	-	-
Total Funding Allocation	474,100	547,152	532,850	575,673
<u>Authorized Positions</u>				
Manager of WPC	1	1	1	1
Total Authorized Positions	1	1	1	1

Hartford**Description**

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

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

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

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

Budget Commentary

The proposed 2023 budget for Water Pollution Control, Hartford, totals \$16,833,185, which is an increase from the level adopted in 2022 by \$639,147 or 3.9%.

Payroll: \$187,797

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

Operations: \$439,350

- *Incinerator Ash Disposal, Polymers, Electricity, Fuel* are increasing due to a new higher contract pricing and increase usage in Natural Gas, offset by decrease in *DEEP Nitrogen Credits* due to an overall decrease in wet weather.
- *Aluminum Sulfate and Sodium Hypochlorite and Odor Control Chemicals* are increasing due to an anticipated increase in chemical costs, offset by a decrease in *Chlorine*, among other various items.

Maintenance: \$12,000

- *Treatment Equipment* is increasing due to anticipation in increased cost for the parts and equipment.

Water Pollution Control

2220010020

Hartford

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	3,565,565	3,891,588	3,619,700	4,079,110
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	296,163	304,000	329,600	304,000
501050	Overtime 200%	117,492	128,000	118,000	128,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	110,630	105,000	102,800	105,000
501070	Longevity Pay	1,200	1,200	1,200	1,475
	Total Payroll	4,091,050	4,429,788	4,171,300	4,617,585
	<u>Operations</u>				
511010	Clothing Allowance	40,284	41,300	41,300	43,000
511030	Meals Allowance	1,460	2,200	2,200	2,200
511050	Employee Education Program	3,000	-	5,000	6,000
511070	Employee Reimbursement	-	-	1,000	-
512030	Construction Litigation Legal Serv.	298,000	-	-	-
512050	Custodial Services	3,107	8,300	4,300	8,300
512080	Outside Services	63,029	77,000	77,000	77,000
512400	Disposal/Removal Fees	108,630	122,000	122,000	244,000
512410	Refuse Collection & Disposal	19,469	38,000	35,000	36,000
512420	Incinerator Ash Disposal	679,591	726,000	726,000	793,000
512850	DEEP Nitrogen Credits	181,387	575,200	55,000	375,000
513010	Office Supplies	6,439	5,800	4,500	5,800
513020	Janitorial Supplies	1,272	11,000	5,000	9,500
513080	Communication Equipment & Supp.	3,700	4,000	4,000	4,000
513140	Electrical Supplies	615	3,700	19,000	3,700
513160	Chemical/Oil Spill Supplies	-	2,000	1,000	2,000
513400	Small Tools & Equipment	3,039	4,100	5,400	4,100
513690	Materials From Stock	819,569	740,000	810,000	740,000
513710	Fuel	1,366,775	2,459,250	2,489,200	2,603,000
513740	Oil & Lubricants	6,142	4,000	4,000	4,000
514010	Electricity	3,296,071	4,532,400	4,212,400	4,600,000
515010	Aluminum Sulfate	74,059	82,500	82,500	92,000
515030	Chlorine	24,626	36,500	36,500	-
515060	Sodium Hypochlorite	10,077	-	-	64,000
515080	Polymers	862,987	1,200,000	1,350,000	1,400,000
515140	Water Treatment Chemicals	32,780	36,000	36,000	36,000
515320	Odor Control Chemicals	19,037	27,000	25,000	32,000
519100	Printing	843	1,000	1,300	1,000
523140	Other Equipment Rental	22,784	39,000	25,000	32,000
	Total Operations	7,948,772	10,778,250	10,179,600	11,217,600
	<u>Maintenance</u>				
521080	Tool & Work Equipment	7,190	6,000	8,100	6,000
521100	Treatment Equipment	856,208	980,000	860,000	992,000
	Total Maintenance	863,398	986,000	868,100	998,000
	Total Expenditure Classification	12,903,220	16,194,038	15,219,000	16,833,185
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	12,903,220	16,194,038	15,219,000	16,833,185
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	12,903,220	16,194,038	15,219,000	16,833,185

Hartford

<u>Authorized Positions</u>	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Assistant WPC Superintendent	1	1	1	1
Administrative Clerk	1	1	1	1
WPC Crew Leader 1	6	5	5	5
WPC Crew Leader 2	7	7	7	7
WPC Plant Operator 2	24	25	25	25
WPC Supervisor	4	4	4	4
<i>Total Authorized Positions</i>	43	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 2023 is \$1,613,195, which is above the level adopted in 2022 by \$137,807 or 9.3%.

Payroll: \$22,057

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

Operations: \$84,650

- *Disposal/Removal Fees* are increasing due to high flows and an increase in the fees associated with grit removal.
- *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 based on warehouse housing items that were previously purchased from outside vendors.

Maintenance: \$31,100

- There is an expected increase in expenditures for *Treatment Equipment* due to maintenance repairs due in 2023.

East Hartford

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	452,478	469,363	393,400	491,420
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	34,844	25,000	67,200	25,000
501050	Overtime 200%	7,329	22,000	5,600	22,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	4,875	5,100	4,900	5,100
501070	Longevity Pay	275	275	275	275
	Total Payroll	499,801	521,738	471,375	543,795
	<u>Operations</u>				
511010	Clothing Allowance	3,367	4,500	4,500	4,500
511030	Meals Allowance	90	400	400	400
512050	Custodial Services	445	3,400	2,000	3,400
512080	Outside Services	-	300	-	300
512400	Disposal/Removal Fees	10,521	19,000	19,000	38,000
512410	Refuse Collection & Disposal	1,052	1,200	1,200	1,200
512710	Outside Testing & Lab Services	-	400	-	400
512850	DEEP Nitrogen Credits	7,165	35,000	-	35,000
513010	Office Supplies	687	1,500	1,500	1,600
513020	Janitorial Supplies	549	1,500	1,500	1,500
513080	Communication Equipment & Supp.	272	2,000	2,000	2,000
513140	Electrical Supplies	315	500	500	600
513160	Chemical/Oil Spill Supplies	-	500	-	500
513400	Small Tools & Equipment	2,465	2,500	2,500	2,500
513690	Materials From Stock	30,773	45,000	60,000	60,000
513720	Diesel Fuel	2,900	11,250	5,000	12,800
513740	Oil & Lubricants	-	500	500	-
514010	Electricity	288,105	588,000	520,000	600,000
514020	Natural/Industrial Gas	25,861	44,400	44,400	52,000
515060	Sodium Hypochlorite	21,494	26,000	26,000	48,000
515110	Sodium Bisulfite	17,115	27,000	27,000	34,800
521020	Safety Equipment	2,528	4,000	4,000	4,000
	Total Operations	415,704	818,850	722,000	903,500
	<u>Maintenance</u>				
521080	Tool & Work Equipment	312	800	800	900
521100	Treatment Equipment	124,922	134,000	135,000	165,000
	Total Maintenance	125,234	134,800	135,800	165,900
	Total Expenditure Classification	1,040,739	1,475,388	1,329,175	1,613,195
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,040,739	1,475,388	1,329,175	1,613,195
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,040,739	1,475,388	1,329,175	1,613,195

East Hartford

<u>Authorized Positions</u>	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
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>	5	5	5	5

Poquonock**Description**

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

Budget Commentary

The WPC Poquonock proposed budget for 2023 is \$1,166,943, which is \$101,934 or 9.6% above the level adopted for 2022.

Payroll: \$23,234

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

Operations: \$42,700

- *Disposal/Removal Fees* are increasing due to high flows and an increase in the fees associated with removal of grit.
- *Polyaluminum Chloride, Sodium Hypochlorite and Sodium Bisulfite expenditures* are increasing due to a new and higher contract pricing.
- *Sludge Removal and Fuel costs* are expected to increase for 2023 while being offset by *Electricity adjusted* based on historical spending.

Maintenance: \$36,000

- There is an expected increase in expenditures for *Treatment Equipment* in 2023 based on planned maintenance and historical spending.

Poquonock

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	379,392	384,934	388,800	408,168
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	41,086	32,000	37,000	32,000
501050	Overtime 200%	7,138	16,000	7,200	16,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	4,800	5,100	4,700	5,100
501070	Longevity Pay	825	825	825	825
	Total Payroll	433,241	438,859	438,525	462,093
	<u>Operations</u>				
511010	Clothing Allowance	2,058	2,700	2,700	3,300
511030	Meals Allowance	10	200	200	200
512050	Custodial Services	52	-	-	-
512080	Outside Services	1,445	-	-	-
512400	Disposal/Removal Fees	11,818	16,000	14,000	32,000
512410	Refuse Collection & Disposal	1,563	3,500	3,500	3,650
512430	Sludge Removal	31,094	42,800	39,000	50,600
512850	DEEP Nitrogen Credits	107,479	250,000	105,000	250,000
513010	Office Supplies	2,222	2,500	2,000	2,500
513690	Materials From Stock	21,754	19,500	15,000	19,500
513710	Fuel	9,729	12,750	12,700	21,450
513740	Oil & Lubricants	1,142	3,700	3,700	4,950
514010	Electricity	38,174	72,000	52,000	53,200
515040	Polyaluminum Chloride	62,893	-	65,000	83,250
515060	Sodium Hypochlorite	7,195	-	8,000	17,000
515110	Sodium Bisulfite	9,728	-	11,000	15,750
515140	Water Treatment Chemicals	-	89,000	-	-
521020	Safety Equipment	1,634	2,000	2,000	2,000
	Total Operations	309,990	516,650	335,800	559,350
	<u>Maintenance</u>				
521100	Treatment Equipment	162,472	109,500	145,000	145,500
	Total Maintenance	162,472	109,500	145,000	145,500
	Total Expenditure Classification	905,703	1,065,009	919,325	1,166,943
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	905,703	1,065,009	919,325	1,166,943
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	905,703	1,065,009	919,325	1,166,943
	<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 2023 budget is \$1,348,210 which is \$56,795 or 4.4% above the expenditure level adopted for 2022.

Payroll: \$19,495

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

Operations: \$30,300

- *Disposal/Removal Fees* are increasing due to high flows and an increase in the fees associated with removal of grit.
- *Diesel Fuel and Chlorine* expenditures are increasing due to increase in commodity cost. While *Electricity* is decreasing based on historical spend.
- *Materials from Stock's* increase is based on warehouse housing items that were previously purchased from outside vendors.

Maintenance: \$7,000

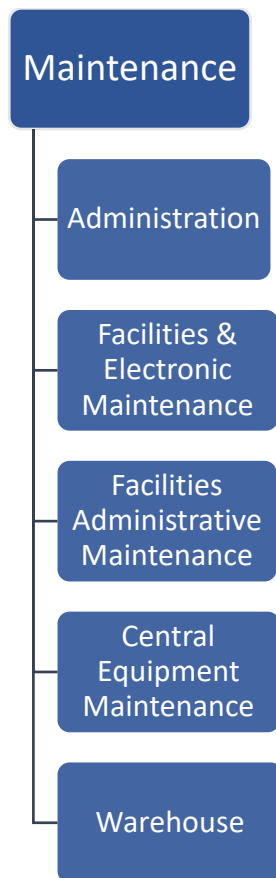
- There is an expected increase in expenditures for *Treatment Equipment* in 2023 based on historical spending.

Rocky Hill

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Payroll</u>					
501010	Regular Pay	457,569	470,740	401,700	490,235
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	22,095	30,000	17,700	30,000
501050	Overtime 200%	797	10,000	700	10,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	5,136	5,100	4,400	5,100
501070	Longevity Pay	-	275	275	275
	Total Payroll	485,597	516,115	424,775	535,610
<u>Operations</u>					
511010	Clothing Allowance	3,209	3,300	3,300	4,000
511030	Meals Allowance	-	200	200	200
511070	Employee Reimbursement	353	-	-	-
512050	Custodial Services	345	2,000	1,000	2,000
512080	Outside Services	-	400	-	400
512400	Disposal/Removal Fees	10,920	17,800	14,000	35,600
512410	Refuse Collection & Disposal	1,497	2,000	2,000	2,500
512710	Outside Testing & Lab Services	-	1,000	-	1,000
512850	DEEP Nitrogen Credits	-	20,000	-	20,000
513010	Office Supplies	1,003	1,800	1,500	1,800
513020	Janitorial Supplies	50	3,000	1,000	3,000
513400	Small Tools & Equipment	47	2,500	1,500	2,500
513690	Materials From Stock	27,408	25,000	45,000	30,000
513720	Diesel Fuel	12,568	21,000	31,000	41,200
513740	Oil & Lubricants	-	3,000	-	2,000
514010	Electricity	359,819	558,000	510,000	535,000
515030	Chlorine	15,035	15,000	16,000	25,100
521020	Safety Equipment	578	3,000	2,000	3,000
	Total Operations	432,832	679,000	628,500	709,300
<u>Maintenance</u>					
521080	Tool & Work Equipment	649	3,300	2,500	3,300
521100	Treatment Equipment	98,171	93,000	80,000	100,000
	Total Maintenance	98,820	96,300	82,500	103,300
	Total Expenditure Classification	1,017,249	1,291,415	1,135,775	1,348,210
<u>Funding Allocation</u>					
	Sewer Allocation 100%	1,017,249	1,291,415	1,135,775	1,348,210
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,017,249	1,291,415	1,135,775	1,348,210
<u>Authorized Positions</u>					
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator 2	3	3	3	3
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	5	5	5	5

Maintenance

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



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 2023 is \$12,707,413, which is \$222,132 or 1.78% above the expenditure level adopted for 2022 in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages

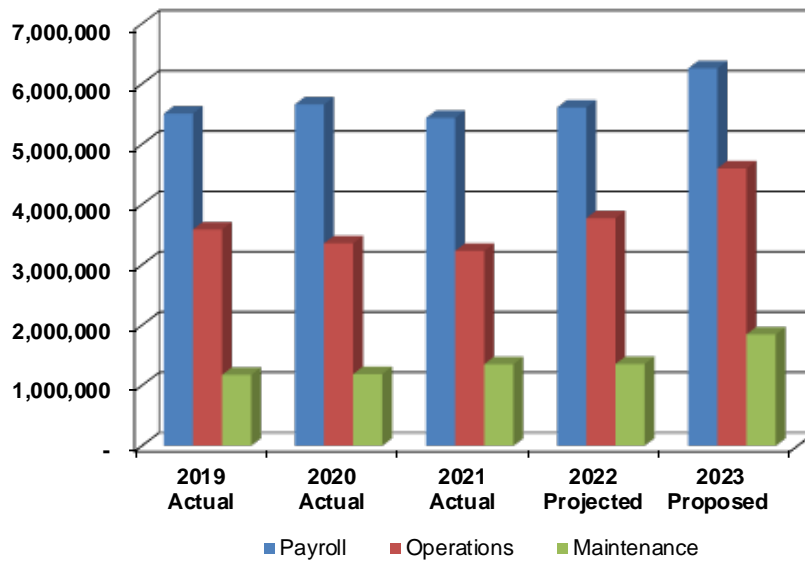
Maintenance

Summary

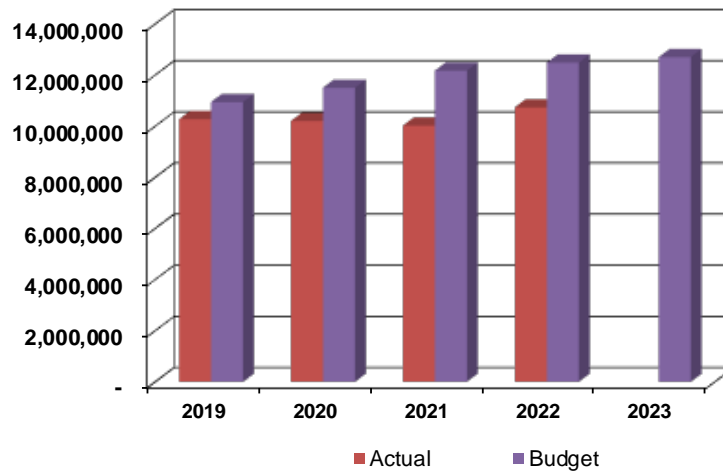
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	94,543	258,505	138,962	272,930
Facilities and Electronic Maintenance	4,861,232	5,597,963	5,034,964	5,707,570
Administrative Facilities Maintenance	1,279,951	1,791,140	1,452,444	1,835,732
Central Equipment Maintenance	3,080,164	4,061,241	3,445,749	4,154,291
Warehouse	706,322	776,432	666,725	736,890
Total Summary by Activity	10,022,212	12,485,281	10,738,844	12,707,413
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,653,309	5,225,866	4,877,512	5,463,506
Overtime 100%	-	-	-	-
Overtime 150%	615,492	603,000	550,763	603,000
Overtime 200%	118,423	140,000	128,907	140,000
Temporary Help	-	-	-	-
Standby & Premium Pay	43,991	44,600	43,145	46,350
Longevity Pay	5,700	5,125	9,250	6,400
Total Payroll	5,436,915	6,018,591	5,609,577	6,259,256
Operations	3,241,279	4,666,590	3,785,875	4,625,657
Maintenance	1,344,018	1,800,100	1,343,391	1,822,500
Capital Outlay	-	-	-	-
Total Summary by Major Account	10,022,212	12,485,281	10,738,844	12,707,413
<u>Funding Allocation</u>				
Sewer Allocation 49%	4,445,982	6,117,900	5,262,000	6,226,600
Water Allocation 51%	5,576,230	6,367,381	5,476,844	6,480,813
Total Funding Allocation	10,022,212	12,485,281	10,738,844	12,707,413
<u>Authorized Positions</u>				
Administration	1	2	2	2
Facilities and Electronic Maintenance	29	31	30	30
Central Equipment Maintenance	14	14	14	14
Warehouse	7	7	6	6
Total Authorized Positions	51	54	52	52

Maintenance

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	5,508,162	5,660,010	5,436,915	5,609,577	6,259,256
Operations	3,587,907	3,357,718	3,231,438	3,773,014	4,600,657
Maintenance	1,177,773	1,190,151	1,353,859	1,356,252	1,847,500
Total	10,273,842	10,207,879	10,022,212	10,738,844	12,707,413



	2019	2020	2021	2022	2023
Actual	10,273,842	10,207,879	10,022,212	10,738,844	
Budget	10,946,200	11,502,600	12,177,200	12,485,281	12,707,413
Variance	(672,358)	(1,294,721)	(2,154,988)	(1,746,437)	

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 2023 is \$272,930. This is an increase of \$14,425 or 5.58% from the expenditure level adopted for 2022.

Payroll: \$14,400

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

Operations: \$25

- *Clothing Allowance* is increasing due to union contract.

Maintenance

2240010010

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	81,116	239,805	129,958	253,380
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	5,904	3,000	-	3,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	400	825
	Total Payroll	87,020	242,805	130,358	257,205
	<u>Operations</u>				
511010	Clothing Allowance	325	300	325	325
511100	Seminars & Conventions	1,090	2,000	2,000	2,000
511120	Meeting Expenses	810	900	143	900
511210	Books & Periodicals	472	500	-	500
511220	Dues & Memberships	-	1,000	-	1,000
512070	Consultant Services	-	5,000	-	5,000
513010	Office Supplies	4,826	6,000	6,073	6,000
513140	Electrical Supplies	-	-	63	-
	Total Operations	7,523	15,700	8,604	15,725
	Total Expenditure Classification	94,543	258,505	138,962	272,930
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	41,962	126,700	68,100	133,700
	Water Allocation 51%	52,581	131,805	70,862	139,230
	Total Funding Allocation	94,543	258,505	138,962	272,930
	<u>Authorized Positions</u>				
	Manager of Maintenance	-	1	1	1
	Administrative Clerk	1	1	1	1
	Total Authorized Positions	1	2	2	2

Facilities & Electronic Maintenance

Description

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

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

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

Budget Commentary

The Facilities and Electronic Maintenance proposed 2023 budget is \$5,707,570, which has increased by \$109,607 or 2.0% above the expenditure level adopted for 2022.

Payroll: \$223,707

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees offset, by the reduction of one position.
- *Longevity Pay* has increased based upon employee participation.
- *Standby & Premium Pay* has increased based upon union contract rate increase.

Operations: (\$180,100)

- *Materials from Stock* will increase by 27.5% due to the historic spend and a 20% commodity price increase on stock items. The 27.5% increase is offset by a reduction in *Outside Services* which is decreasing due to historic spend.
- *Electricity* is anticipated to decrease based on commodity pricing.

Maintenance: \$109,607

- *Pump Station Equipment* will increase by 13% due to the ongoing efforts to replace the aging equipment. In 2023 the Maintenance department will begin replacing the outdated pumps and other equipment to maintain efficiency and decrease equipment failure. This increase also reflects the contractual price increase to purchase the new equipment for the stations. This increase is also offset by the reduction in the outside services expenditure.

Facilities & Electronic Maintenance

- *Tool & Work Equipment* will increase by 135.3% due to the consolidation of Small Tools & Equipment into this expenditure line item.
- *Information System R&M* expenditure will increase by 26.2% due to the increase of software licensing for the RBAS & SCADA systems. More facilities are going to have access to this system which has directly increased our software maintenance contracts by 5% as well as required system updates that are due for upgrade in 2023.

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Payroll</i>				
501010	Regular Pay	2,654,131	2,972,838	2,842,956	3,194,570
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	491,031	450,000	436,008	450,000
501050	Overtime 200%	90,941	100,000	81,514	100,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	35,785	35,000	36,034	36,750
501070	Longevity Pay	3,700	3,125	1,850	3,350
	<i>Total Payroll</i>	3,275,588	3,560,963	3,398,362	3,784,670
	<i>Operations</i>				
511010	Clothing Allowance	27,498	32,500	25,538	32,500
511030	Meals Allowance	1,320	4,000	1,114	4,000
511250	Other Additional Taxable Comp.	-	-	174	-
512080	Outside Services	8,557	150,000	27,629	30,000
512350	Ground Care	257,692	270,500	240,000	272,000
512410	Refuse Collection & Disposal	3,795	4,500	4,500	4,500
513010	Office Supplies	2,446	6,000	5,007	6,000
513080	Communication Equipment & Supp.	6,558	10,000	1,713	10,000
513120	Safety Supplies	19,831	15,000	15,000	15,000
513140	Electrical Supplies	20,971	20,000	6,340	20,000
513160	Chemical/Oil Spill Supplies	496	1,000	600	-
513400	Small Tools & Equipment	23,767	23,000	33,553	-
513430	Rock Sand & Dirt	-	2,000	-	-
513690	Materials From Stock	64,925	80,000	130,358	102,000
513710	Fuel	28,436	80,000	31,270	80,000
514010	Electricity	668,334	852,000	722,438	809,400
515310	Fertilizer & Weed Control Chemicals	-	1,000	-	-
515320	Odor Control Chemicals	-	1,000	-	-
523140	Other Equipment Rental	3,698	15,000	-	-
	<i>Total Operations</i>	1,138,324	1,567,500	1,245,234	1,385,400
	<i>Maintenance</i>				
513540	Tanks	9,685	12,000	-	-
521020	Safety Equipment	20,824	22,500	860	22,500
521070	Pump Station Equipment	69,297	100,000	109,987	113,000
521080	Tool & Work Equipment	30,101	17,000	32,631	40,000
521090	Transportation Equipment	20	-	-	-
521100	Treatment Equipment	4,448	-	1,891	-
522010	Facilities R&M	137,746	150,000	90,000	150,000
522030	Information System R&M	175,199	168,000	156,000	212,000
	<i>Total Maintenance</i>	447,320	469,500	391,368	537,500
	<i>Total Expenditure Classification</i>	4,861,232	5,597,963	5,034,964	5,707,570
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	2,162,922	2,743,000	2,467,100	2,796,700
	Water Allocation 51%	2,698,310	2,854,963	2,567,864	2,910,870
	<i>Total Funding Allocation</i>	4,861,232	5,597,963	5,034,964	5,707,570

Facilities & Electronic Maintenance

Authorized Positions	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Electrical Maint Supervisor	1	1	1	1
Electronic Technician	3	6	8	8
Electronic Technician 2	5	4	4	4
Facilities Maintainer	1	-	-	-
Facilities Maintainer Crew Leader	1	1	1	1
Facility Maintainer 1	2	3	1	1
Facility Maintenance Supervisor 1	1	1	-	-
Facility Maintenance Superintendent	1	1	1	1
Maintenance Mechanic	1	1	-	-
Machinist/Maint. Mechanic 2	11	11	11	11
Pump Station Supervisor	-	-	1	1
Plant & Pump Station Maint Supervisor	1	1	1	1
Senior Electronic Technician	1	1	1	1
<i>Total Authorized Positions</i>	29	31	30	30

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 2023 budget for the Administrative Facilities is increased \$1,835,732 or 2.5% above the expenditure level adopted for 2022.

Operations: \$36,592

- *Custodial Services* expenditures are increasing this upcoming year due to the contractual price increase in our cleaning contract for all District facilities.
- *Electricity* is anticipated to decrease based on commodity pricing.
- *Heating & Air Conditioning* expenditure is increasing based upon a 20% commodity price increase.

Maintenance: \$8,000

- *Heating & Air Conditioning* will increase by 20% due to the commodity rate increase by CNG. The increase to this expenditure has been made to reflect the 2023 commodity list provided by MDC procurement department.

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
512050	Custodial Services	376,356	424,840	377,485	425,702
512080	Outside Services	6,990	11,000	7,000	11,000
512090	Security Services	-	10,000	-	10,000
512410	Refuse Collection & Disposal	37,252	68,000	45,049	68,000
513020	Janitorial Supplies	1,838	125,400	-	125,400
513690	Materials From Stock	1,446	10,000	1,046	10,000
513710	Fuel	112,980	154,500	125,000	160,000
514010	Electricity	359,566	535,400	440,000	508,630
514050	Heating & Air Conditioning	223,541	285,000	277,000	342,000
	Total Operations	1,119,969	1,624,140	1,272,580	1,660,732
	<u>Maintenance</u>				
522010	Facilities R&M	159,982	167,000	179,865	175,000
	Total Maintenance	159,982	167,000	179,865	175,000
	Total Expenditure Classification	1,279,951	1,791,140	1,452,444	1,835,732
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	562,454	877,700	711,700	899,500
	Water Allocation 51%	717,497	913,440	740,744	936,232
	Total Funding Allocation	1,279,951	1,791,140	1,452,444	1,835,732

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 2023 is \$4,154,291, which is above the 2022 approved level by \$93,050 or 2.3%.

Payroll: \$50,400

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

Operations: \$117,500

- *Refuse Collection & Disposal* will increase by 26.7% due to the 2023 rates of disposal increase set by the vendor in addition to usage increase.
- *Fuel* expenditures are expected to increase in 2023 due to the national increase in fuel prices directly related to the current supply chain shortage.
- *Diesel Fuel* is proposed to increase 17% due to the 2023 commodity estimates set by our vendors.
- *Gasoline* is proposed to increase 13.5% due to the 2023 commodity estimates set by our vendors.
- *Electricity* expenditures are set to decrease due to the supply rate decrease set by Eversource.

Maintenance: \$24,800

- *Transportation Equipment* pricing is proposed to increase 4.9%, according to our suppliers the pricing increase is directly related to the extended lead times and shortage of raw materials.

Central Equipment Maintenance

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,301,129	1,399,791	1,344,593	1,449,966
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	72,389	60,000	78,402	60,000
501050	Overtime 200%	1,593	20,000	5,575	20,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	375	800	257	800
501070	Longevity Pay	2,000	2,000	1,000	2,225
	Total Payroll	1,377,486	1,482,591	1,429,827	1,532,991
	<u>Operations</u>				
511010	Clothing Allowance	8,096	18,000	8,700	18,000
511030	Meals Allowance	-	300	-	300
511070	Employee Reimbursement	20	-	-	-
511120	Meeting Expenses	-	1,000	-	1,000
511220	Dues & Memberships	186	1,000	954	1,000
512070	Consultant Services	89,310	90,000	78,093	90,000
512080	Outside Services	(30)	-	-	-
512090	Security Services	3,285	6,500	5,460	6,500
512310	Permits	325	2,500	-	2,500
512410	Refuse Collection & Disposal	12,722	15,000	15,000	19,000
513010	Office Supplies	2,905	3,000	2,801	3,000
513090	Shop Supplies	100	-	785	500
513120	Safety Supplies	1,018	-	-	-
513140	Electrical Supplies	490	3,300	243	3,300
513400	Small Tools & Equipment	14,486	18,000	21,716	18,000
513440	Electrical Materials	110	-	-	-
513450	Hardware	6,096	-	7,813	10,000
513460	Iron & Steel	4,552	-	-	-
513480	Paint	-	-	233	-
513690	Materials From Stock	242,826	300,000	262,261	300,000
513710	Fuel	15,012	37,500	28,389	37,500
513720	Diesel Fuel	211,999	400,000	346,566	468,000
513730	Gasoline	244,878	300,000	341,587	340,500
513740	Oil & Lubricants	2,250	-	143	500
513770	Auto Parts	15,137	-	19,755	20,000
513780	Tires & Tubes	1,997	-	-	500
514010	Electricity	46,614	90,000	47,202	60,000
514020	Natural/Industrial Gas	9,056	43,750	10,044	25,000
514030	Propane Gas	1,468	10,000	3,220	10,000
514060	Garbage	688	-	1,219	1,000
515330	Wash-Bay Chemicals	14,578	40,000	-	40,000
521020	Safety Equipment	9,824	25,000	12,861	25,000
521190	Infrastructure Equip/Licenses	17	-	-	-
523140	Other Equipment Rental	5,947	10,200	28,720	10,200
	Total Operations	965,962	1,415,050	1,243,763	1,511,300
	<u>Maintenance</u>				
521060	Power Operated Equipment	146,417	264,000	113,098	230,000
521070	Pump Station Equipment	-	-	-	-
521080	Tool & Work Equipment	111,066	224,400	102,160	180,000
521090	Transportation Equipment	382,940	505,200	497,349	530,000
521110	Stationary Power Equipment	42	60,000	-	60,000
521100	Treatment Equipment	44	-	-	-
522010	Facilities R&M	96,207	110,000	59,551	110,000
	Total Maintenance	736,716	1,163,600	772,158	1,110,000
	Total Expenditure Classification	3,080,164	4,061,241	3,445,749	4,154,291
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	1,363,258	1,990,000	1,688,400	2,035,600
	Water Allocation 51%	1,716,906	2,071,241	1,757,349	2,118,691
	Total Funding Allocation	3,080,164	4,061,241	3,445,749	4,154,291

Maintenance**2240010040****Central Equipment Maintenance**

Authorized Positions	2021 Actual	2022 Adopted	2022 Projected	2023 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
Stock Svces CL OOC	-	-	1	1
Vehicle and Equip. Mechanic	8	8	7	7
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 2023 is \$736,890, which has decreased \$39,542 or 5.1% below the 2022 approved level.

Payroll: (\$47,842)

- *Regular Pay* has decreased due to a reduction in headcount the position was moved to Command Center – Utility Services (2320010020).

Operations: \$8,300

- *Clothing Allowance* is proposed to increase for the 2023 budget year due to union contract increases.
- *Postage* expenditure is proposed to support the collaboration with Operations Department to ship out CCTV cameras to the vendors for routine maintenance and repairs of the CCTV equipment. Having our warehouse ship the equipment out for operations allow a reduction in price for the Operations department as the Warehouse has a current state contract with UPS which allows the cameras to be shipped out at a lower rate.

Warehouse

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	616,933	613,432	560,005	565,590
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	46,168	90,000	36,353	90,000
501050	Overtime 200%	25,889	20,000	41,818	20,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	7,831	8,800	6,854	8,800
501070	Longevity Pay	-	-	6,000	-
	Total Payroll	696,821	732,232	651,030	684,390
	<u>Operations</u>				
511010	Clothing Allowance	4,640	4,200	3,657	5,500
511030	Meals Allowance	700	3,000	1,543	3,000
512080	Outside Services	-	25,000	1,286	25,000
513010	Office Supplies	859	1,000	975	1,000
513400	Small Tools & Equipment	55	500	-	500
513690	Materials From Stock	-	-	696	-
519020	Postage	3,231	10,000	7,098	17,000
521020	Safety Equipment	-	500	439	500
511070	Employee Reimbursement	16	-	-	-
	Total Operations	9,501	44,200	15,695	52,500
	Total Expenditure Classification	706,322	776,432	666,725	736,890
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	315,386	380,500	326,700	361,100
	Water Allocation 51%	390,936	395,932	340,025	375,790
	Total Funding Allocation	706,322	776,432	666,725	736,890
	<u>Authorized Positions</u>				
	Inventory Stock Clerk	4	4	3	3
	Stock Services Crew Leader	2	2	2	2
	Stock Services Supervisor	1	1	1	1
	Total Authorized Positions	7	7	6	6

Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

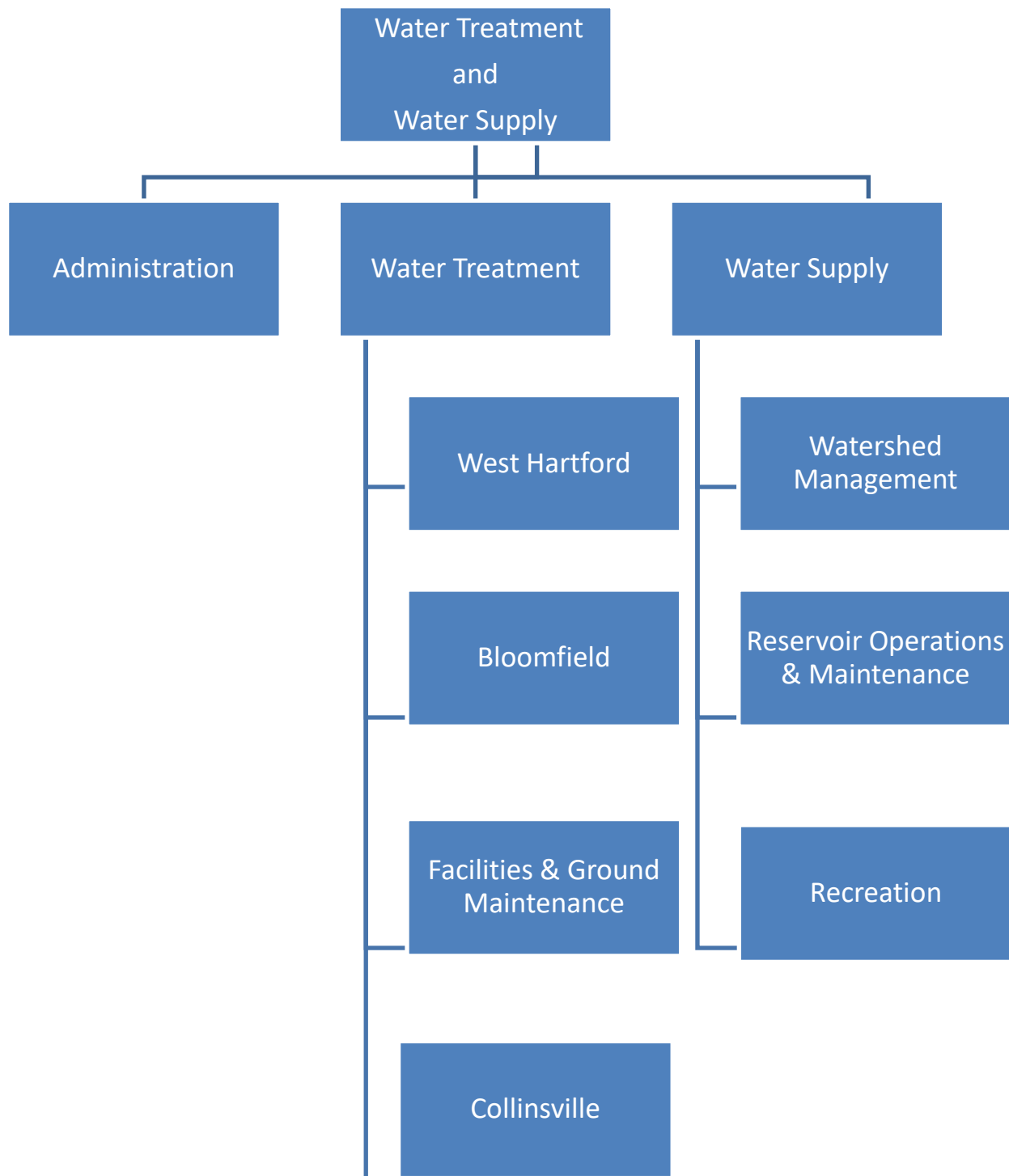
Collinsville

Water Supply

Watershed Maintenance

Reservoir Operations & Maintenance

Recreation



Water Treatment & Supply

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 2023 is \$9,292,383, an increase of \$1,191,229 or 14.7% above the 2022 adopted level. Budget details pertaining to the Water Treatment and Supply activities follow.

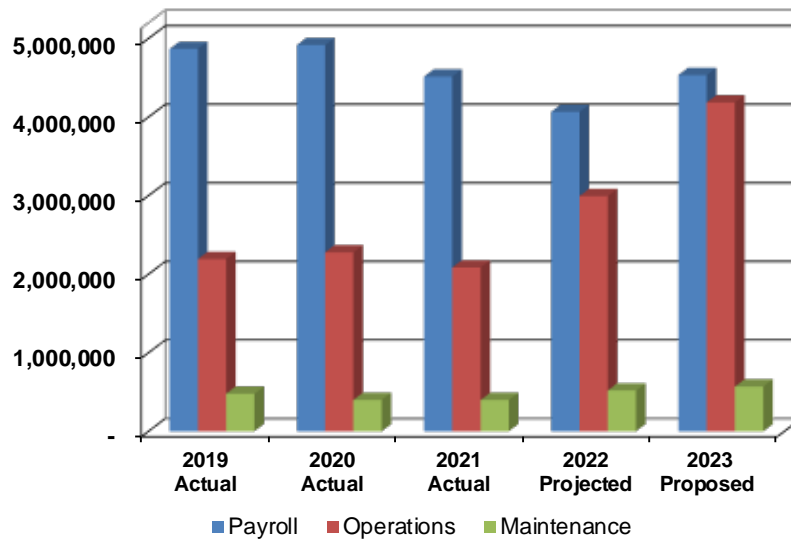
Water Treatment and Supply

Summary

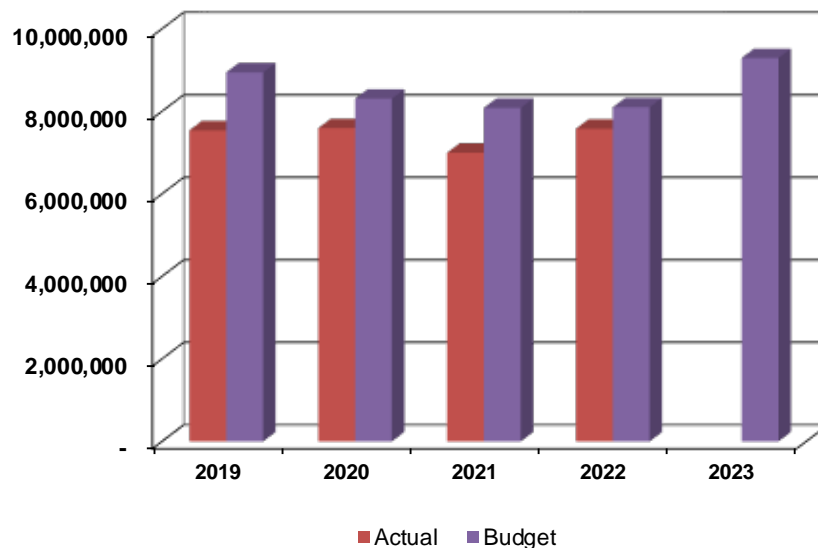
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	526,209	551,461	649,200	722,193
West Hartford	2,509,407	2,818,032	2,627,800	3,330,372
Bloomfield	1,262,433	1,436,793	1,383,400	1,788,601
Facilities & Ground Maintenance	729,560	809,891	738,700	866,869
Collinsville	133,184	169,000	162,000	236,600
Waterhshed Management	340,763	220,755	196,500	351,425
Reservoir Operations & Maintenance	1,490,958	2,057,822	1,792,100	1,965,923
Recreation	8,041	37,400	30,400	30,400
Total Summary by Activity	7,000,555	8,101,154	7,580,100	9,292,383
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	3,899,210	3,932,335	3,588,100	4,083,458
Overtime 100%	-	-	-	-
Overtime 150%	416,635	254,500	271,100	248,500
Overtime 200%	136,923	135,000	142,900	129,000
Temporary Help	-	25,000	25,000	25,000
Standby & Premium Pay	57,343	44,300	34,200	44,300
Longevity Pay	6,025	5,050	5,300	5,125
Total Payroll	4,516,136	4,396,185	4,066,600	4,535,383
Operations	2,088,833	3,145,569	2,997,300	4,190,600
Maintenance	395,586	559,400	516,200	566,400
Capital Outlay	-	-	-	-
Total Summary by Major Account	7,000,555	8,101,154	7,580,100	9,292,383
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	7,000,555	8,101,154	7,580,100	9,292,383
Total Funding Allocation	7,000,555	8,101,154	7,580,100	9,292,383
<u>Authorized Positions</u>				
Administration	4	4	5	5
West Hartford	11	11	9	9
Bloomfield	6	6	6	6
Facilities & Ground Maintenance	8	8	8	8
Collinsville	-	-	-	-
Reservoir Operations & Maintenance	4	1	2	2
Water Supply	14	13	13	10
Recreation	-	-	-	-
Total Authorized Positions	47	43	43	40

Water Treatment & Supply

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	4,868,600	4,917,671	4,516,136	4,066,600	4,535,383
Operations	2,193,197	2,278,359	2,086,109	2,994,300	4,187,600
Maintenance	478,315	399,291	398,310	519,200	569,400
Total	7,540,112	7,595,321	7,000,555	7,580,100	9,292,383



	2019	2020	2021	2022	2023
Actual	7,540,112	7,595,321	7,000,555	7,580,100	
Budget	8,944,700	8,310,200	8,087,800	8,101,154	9,292,383
Variance	(1,404,588)	(714,879)	(1,087,245)	(521,054)	

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 2023 adopted Water Treatment and Supply Administration budget is \$722,193, an increase of \$170,732 or 31% above the adopted level for 2022.

Payroll: \$167,232

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and the transfer of a position from Water Treatment – Bloomfield (2210020020).

Operations: \$3,500

- *Seminars & Conventions* are increasing based on increase in headcount and the participation costs.
- *Outside Services* are increasing due to expenditures required for 2023 dam inspections.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	499,265	513,636	604,100	680,818
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	1,500	6,100	1,500
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,500	1,725	1,800	1,775
	Total Payroll	500,765	516,861	612,000	684,093
	<u>Operations</u>				
511010	Clothing Allowance	701	1,000	200	1,200
511020	Mileage Allowance	-	200	-	-
511100	Seminars & Conventions	1,731	6,000	6,000	7,500
511120	Meeting Expenses	259	700	700	700
511210	Books & Periodicals	144	500	500	500
511220	Dues & Memberships	1,537	1,800	1,800	1,800
512080	Outside Services	14,607	15,000	15,000	17,000
512310	Permits	2,263	2,400	6,000	2,400
513010	Office Supplies	4,104	7,000	7,000	7,000
511070	Employee Reimbursement	98	-	-	-
	Total Operations	25,444	34,600	37,200	38,100
	Total Expenditure Classification	526,209	551,461	649,200	722,193
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	526,209	551,461	649,200	722,193
	Total Funding Allocation	526,209	551,461	649,200	722,193
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Asst. Manager of WT	1	1	1	1
	Manager of Water Treatment & Supply	1	1	1	1
	WT Plant Superintendent	-	-	1	1
	Senior Clerk	1	1	1	1
	Total Authorized Positions	4	4	5	5

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 2023 is \$3,330,372. This is increase of \$512,340 or 18.2% above the 2022 adopted budget.

Payroll: (\$99,860)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and is offset by a decrease in headcount with transfer of a position to Water Treatment - Bloomfield (2210020020) and the transfer of a position to Engineering & Planning – Administration (2100010010). .

Operations: \$612,200

- *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 *Electricity, Sodium Hydroxide, Hydrofluosilicic Acid, Sodium Hypochlorite* and *Orthophosphate* due to rise in commodity prices.
- A realignment of *Safety Supplies, Electrical Supplies, Materials from Stock, and Refuse Collection & Disposal* funding reflects anticipated spending.

Maintenance: \$0

- No changes are anticipated for the coming year.

Water Treatment and Supply

2210020010

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	882,221	1,029,782	812,400	929,922
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	277,697	100,000	123,300	100,000
501050	Overtime 200%	62,534	35,000	46,100	35,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	36,111	25,300	20,400	25,300
501070	Longevity Pay	2,250	2,250	2,300	2,250
	Total Payroll	1,260,813	1,192,332	1,004,500	1,092,472
	<u>Operations</u>				
511010	Clothing Allowance	7,983	7,500	7,300	7,500
511030	Meals Allowance	560	500	500	500
512080	Outside Services	272,121	305,000	297,000	315,000
512410	Refuse Collection & Disposal	5,388	6,300	6,300	6,800
513020	Janitorial Supplies	90	1,000	1,000	1,000
513120	Safety Supplies	11	2,000	1,000	1,000
513140	Electrical Supplies	1,958	2,000	1,000	1,000
513160	Chemical/Oil Spill Supplies	-	1,000	-	1,000
513170	Bedwash Supplies	11,617	30,000	38,900	30,000
513400	Small Tools & Equipment	3,962	3,500	3,300	3,500
513690	Materials From Stock	4,165	10,000	6,000	7,500
513710	Fuel	51,932	75,000	85,000	75,000
513720	Diesel Fuel	-	1,500	1,900	2,800
514010	Electricity	192,731	276,000	245,000	286,000
515020	Sodium Hydroxide	254,942	317,000	297,000	476,600
515050	Hydrofluosilicic Acid	68,661	94,800	86,000	125,500
515060	Sodium Hypochlorite	141,366	169,000	169,000	318,500
515100	Orthophosphate	159,833	227,700	290,000	482,800
511070	Employee Reimbursement	-	-	500	-
	Total Operations	1,177,320	1,529,800	1,536,700	2,142,000
	<u>Maintenance</u>				
521020	Safety Equipment	185	500	500	500
521070	Pump Station Equipment	1,107	1,500	1,500	1,500
521080	Tool & Work Equipment	3,920	4,000	4,600	4,000
521100	Treatment Equipment	58,960	79,900	70,000	79,900
522010	Facilities R&M	7,102	10,000	10,000	10,000
	Total Maintenance	71,274	95,900	86,600	95,900
	Total Expenditure Classification	2,509,407	2,818,032	2,627,800	3,330,372
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,509,407	2,818,032	2,627,800	3,330,372
	Total Funding Allocation	2,509,407	2,818,032	2,627,800	3,330,372

Water Treatment and Supply

2210020010

Water Treatment - West Hartford

Authorized Positions	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Water Treatment Plant Crew Leader	4	4	4	4
Water Treatment Plant Operator	1	1	-	-
Water Treatment Plant Operator 1	3	3	2	2
Water Treatment Plant Shift Supv.	2	2	2	2
Water Treatment Plant Ops Supv.	1	1	1	1
<i>Total Authorized Positions</i>	11	11	9	9

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 2023 budget for Bloomfield Water Treatment totals \$1,788,601, an increase of \$351,808 or a 24.5% above the 2022 adopted level.

Payroll: \$21,508

- *Regular Pay* increases by increments, cost-of-living increases for eligible employees while being offset by the transfer of a position to Water Treatment-Administration (22100010010) and a position from Water Treatment – West Hartford (22100010020).

Operations: \$308,300

- There is an anticipated increase in expenditures for *Fuel, Electricity, Aluminum Sulfate, Sodium Hydroxide, Hydrofluosilicic Acid, Sodium Hypochlorite, Powdered Carbon Orthophosphate* due to rise in commodity prices.

Maintenance: \$22,000

- There is an anticipated increase in *Facilities R&M* due to planned cleaning and maintenance of IMS Cap Filter #4.

Water Treatment and Supply

2210020020

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	526,444	543,693	528,500	565,201
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	59,285	52,000	32,600	52,000
501050	Overtime 200%	27,431	31,000	29,000	31,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	21,232	18,000	12,800	18,000
501070	Longevity Pay	-	-	-	-
	Total Payroll	634,392	644,693	602,900	666,201
	<u>Operations</u>				
511010	Clothing Allowance	3,773	4,500	4,500	4,700
511020	Mileage Allowance	157	-	-	-
511030	Meals Allowance	198	200	200	200
511050	Employee Education Program	-	-	4,600	-
511070	Employee Reimbursement	-	-	200	-
512080	Outside Services	23,679	24,000	24,000	24,000
512410	Refuse Collection & Disposal	3,897	4,700	4,700	5,500
513020	Janitorial Supplies	1,163	1,500	1,500	1,000
513400	Small Tools & Equipment	-	800	800	800
513690	Materials From Stock	1,079	6,000	6,000	6,000
513710	Fuel	24,015	33,800	38,000	67,000
514010	Electricity	133,369	180,000	165,000	200,000
515010	Aluminum Sulfate	69,107	77,000	79,000	112,000
515020	Sodium Hydroxide	63,537	84,000	58,000	119,100
515030	Chlorine	4,105	5,200	5,000	-
515050	Hydrofluosilicic Acid	22,851	38,000	28,000	50,200
515060	Sodium Hypochlorite	49,859	56,000	56,000	106,100
515090	Powdered Carbon	46,970	77,000	60,000	125,100
515100	Orthophosphate	62,854	84,000	100,000	163,300
	Total Operations	510,613	676,700	635,500	985,000
	<u>Maintenance</u>				
521020	Safety Equipment	1,906	2,400	5,000	2,400
521100	Treatment Equipment	88,248	85,000	95,000	85,000
522010	Facilities R&M	27,274	28,000	45,000	50,000
	Total Maintenance	117,428	115,400	145,000	137,400
	Total Expenditure Classification	1,262,433	1,436,793	1,383,400	1,788,601
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,262,433	1,436,793	1,383,400	1,788,601
	Total Funding Allocation	1,262,433	1,436,793	1,383,400	1,788,601
	<u>Authorized Positions</u>				
	Certified WT CL	-	-	1	1
	WT Plant Crew Leader	2	2	2	2
	WT Plant Operations Supervisor	1	1	-	-
	WT Plant Operator 1	3	3	3	3
	Total Authorized Positions	6	6	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 2023 is \$866,869, an increase of \$56,978 or a 7% above the adopted level for 2022.

Payroll: \$56,547

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

Operations: \$431

- Other Supplies which were to be considered *Materials from Stock* in 2022 are being reclassified to *Rock Sand & Dirt* for 2023.

Maintenance: \$0

- Expenditure costs are expected to remain unchanged in 2023.

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	638,886	668,622	597,500	715,169
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	26,728	30,000	49,100	35,000
501050	Overtime 200%	12,237	18,000	24,400	23,000
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	500	500	500
501070	Longevity Pay	-	-	-	-
	Total Payroll	677,851	717,122	671,500	773,669
	<u>Operations</u>				
511010	Clothing Allowance	3,141	2,800	2,800	2,800
511030	Meals Allowance	240	300	300	300
512080	Outside Services	16,629	22,000	20,000	22,000
513120	Safety Supplies	172	-	-	-
513400	Small Tools & Equipment	634	3,000	2,000	3,000
513430	Rock Sand & Dirt	7,988	16,569	10,000	17,000
	Total Operations	28,804	44,669	35,100	45,100
	<u>Maintenance</u>				
521010	Land Equipment	6,696	15,000	9,000	15,000
521020	Safety Equipment	42	600	600	600
521080	Tool & Work Equipment	4,014	2,500	2,500	2,500
522010	Facilities R&M	6,928	10,000	9,000	10,000
522110	Reservoir R&M	4,837	12,000	7,000	12,000
522120	Service Roads R&M	388	8,000	4,000	8,000
	Total Maintenance	22,905	48,100	32,100	48,100
	Total Expenditure Classification	729,560	809,891	738,700	866,869
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	729,560	809,891	738,700	866,869
	Total Funding Allocation	729,560	809,891	738,700	866,869
	<u>Authorized Positions</u>				
	Facilities Maintainer 2	-	-	2	2
	Facilities Maintainer 1	5	5	3	3
	Facilities Maintainer Crew Leader	1	1	1	1
	Sr Water Supply Maintenance Supv.	1	1	1	1
	Water Supply Maintainer 2	1	1	1	1
	Total Authorized Positions	8	8	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 2023 budget for Water Treatment, Collinsville is \$236,600, an increase of \$67,600 or 40% above the 2022 adopted level.

Operations: \$67,600

- There is an anticipated increase in expenditures for *Fuel, Electricity and Water Treatment Chemicals among other chemicals* due to rise in commodity prices.
- There is an anticipated increase in *Outside Services* due to increase in service cost & annual HVAC contract.

Maintenance: \$0

- No changes are anticipated for the coming year.

Water Treatment and Supply

2210020040

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
512080	Outside Services	1,743	2,000	4,600	4,000
512410	Refuse Collection & Disposal	1,273	1,300	1,300	1,500
512430	Sludge Removal	4,150	6,000	6,000	6,000
513400	Small Tools & Equipment	-	500	500	500
513690	Materials From Stock	1,067	6,000	10,000	6,000
513710	Fuel	12,145	14,400	21,000	33,000
514010	Electricity	52,798	86,400	70,000	86,400
515010	Aluminum Sulfate	3,203	3,600	3,600	5,600
515030	Chlorine	7,392	9,500	9,500	49,000
515100	Orthophosphate	4,491	6,000	9,000	6,600
515140	Water Treatment Chemicals	10,828	13,300	10,000	18,000
	Total Operations	99,090	149,000	145,500	216,600
	<u>Maintenance</u>				
521100	Treatment Equipment	24,098	18,500	15,000	18,500
522010	Facilities R&M	9,996	1,500	1,500	1,500
	Total Maintenance	34,094	20,000	16,500	20,000
	Total Expenditure Classification	133,184	169,000	162,000	236,600
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	133,184	169,000	162,000	236,600
	Total Funding Allocation	133,184	169,000	162,000	236,600

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 proposed 2023 budget totals \$351,425, an increase of \$130,670 or 59.2% above the budget for 2022.

Payroll: \$134,470

- *Regular Pay and Overtime* includes increments, cost-of-living increases for eligible employees, and a transfer of a position from Water Treatment & Supply – Reservoir Operations & Maintenance (2210030020).

Operations: \$8,200

- There is an anticipated increase for *Ground Care* based on historical spending.
- Various allotments, *Clothing Allowance*, *Small Tools & Equipment* and *Printing*, are expected to decrease to align with anticipated spending.

Maintenance: (\$12,000)

- *Land Equipment* is anticipated to decrease to align with anticipated spend for 2023.

Watershed Management

Commitment		2021	2022	2022	2023
Item	Expenditure Classification	Actual	Adopted	Projected	Proposed
	<u>Payroll</u>				
501010	Regular Pay	280,160	115,405	118,600	251,850
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	1,000	1,000	-
501050	Overtime 200%	-	1,000	1,000	-
501020	Temporary Pay	-	10,000	10,000	10,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,450	250	300	275
	Total Payroll	281,610	127,655	130,900	262,125
	<u>Operations</u>				
511010	Clothing Allowance	1,162	3,000	3,000	2,500
511070	Employee Reimbursement	50	-	-	-
512080	Outside Services	32,039	42,000	36,000	42,000
512350	Ground Care	17,561	15,000	13,000	25,000
512840	Licenses & Registration	170	600	600	600
513010	Office Supplies	141	-	-	-
513080	Communication Equipment & Supp.	-	-	500	-
513160	Chemical/Oil Spill Supplies	50	2,500	3,000	2,500
513400	Small Tools & Equipment	5,418	6,000	2,500	5,000
519100	Printing	360	1,000	1,000	700
	Total Operations	56,951	70,100	59,600	78,300
	<u>Maintenance</u>				
521010	Land Equipment	1,898	20,000	4,000	8,000
521080	Tool & Work Equipment	304	3,000	2,000	3,000
	Total Maintenance	2,202	23,000	6,000	11,000
	Total Expenditure Classification	340,763	220,755	196,500	351,425
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	340,763	220,755	196,500	351,425
	Total Funding Allocation	340,763	220,755	196,500	351,425
	<u>Authorized Positions</u>				
	Forester	1	1	1	1
	Forestry Technician	1	-	-	-
	Natural Resources Administrator	1	-	1	1
	Watershed Inspector	1	-	-	-
	Total Authorized Positions	4	1	2	2

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 2023 adopted Reservoir Operations and Maintenance budget of \$1,965,923 is decreasing by \$91,899 or 4.5% below the level adopted for 2022.

Payroll: (\$140,699)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by a decrease in headcount. One position was eliminated and the other two were transferred to Water Treatment & Supply- Watershed Management (2210030010) and Operations Systems Repair & Maintenance (2330010020) respectively.

Operations: \$48,800

- *Riparian* is expected to increase with relation to an ongoing effort to exit all operations in the West Branch.
- *Fuel* and *Electricity* are increasing due to rise in commodity prices.
- A realignment of *Clothing Allowance, Custodial Services, Outside Services, Permits, Septic Tank Pumping, Fertilizer & Weed Control Chemicals and Other Equipment Rental* funding reflects anticipated spending.

Maintenance: \$0

- There is no anticipated increase in expenditures for 2023.

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	1,072,234	1,061,197	927,000	940,498
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	52,925	70,000	59,000	60,000
501050	Overtime 200%	34,721	50,000	42,400	40,000
501020	Temporary Pay	-	15,000	15,000	15,000
501060	Standby & Premium Pay	-	500	500	500
501070	Longevity Pay	825	825	900	825
	Total Payroll	1,160,705	1,197,522	1,044,800	1,056,823
	<u>Operations</u>				
511010	Clothing Allowance	7,013	11,000	10,000	10,000
511030	Meals Allowance	90	300	300	300
512050	Custodial Services	14,957	19,000	16,000	19,500
512080	Outside Services	32,770	75,000	48,000	65,000
512310	Permits	-	500	500	300
512390	Riparian	-	250,000	250,000	275,000
512410	Refuse Collection & Disposal	622	3,000	2,000	3,000
512440	Septic Tank Pumping	945	3,000	2,500	2,000
513130	Recreation & Field Supplies	75	-	-	-
513690	Materials From Stock	5,147	5,000	4,000	5,000
513710	Fuel	42,244	87,500	81,000	120,000
514010	Electricity	72,091	126,000	95,000	130,000
515310	Fertilizer & Weed Control Chemicals	-	18,000	6,000	15,000
513010	Office Supplies	68	-	-	-
521180	Fire Equipment	2,649	3,000	3,000	3,000
523140	Other Equipment Rental	6,819	15,000	9,000	17,000
	Total Operations	185,490	616,300	527,300	665,100
	<u>Maintenance</u>				
521010	Land Equipment	12,798	30,000	20,000	25,000
521080	Tool & Work Equipment	8,660	43,000	25,000	33,000
521170	Mains & Manholes Equipment	446	8,000	5,000	8,000
522010	Facilities R&M	35,494	48,000	40,000	48,000
522110	Reservoir R&M	67,576	80,000	65,000	80,000
522120	Service Roads R&M	19,789	35,000	65,000	50,000
	Total Maintenance	144,763	244,000	220,000	244,000
	Total Expenditure Classification	1,490,958	2,057,822	1,792,100	1,965,923
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,490,958	2,057,822	1,792,100	1,965,923
	Total Funding Allocation	1,490,958	2,057,822	1,792,100	1,965,923

Reservoir Operations & Maintenance

Authorized Positions	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Facility Maintenance Crew Leader	1	1	1	1
Facility Maintainer 1	5	5	5	2
Facility Maintainer 2	4	3	3	4
Hydroelectric Plant Operator	1	1	1	-
Hydroelectric Plant Supervisor	1	1	1	1
Water Supply Maintainer 2	1	1	1	1
Sr Water Supply Maintenance Supv.	1	1	1	1
<i>Total Authorized Positions</i>	14	13	13	10

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 2023 proposed Recreation budget of \$30,400 is decreasing by \$7,000 or 18.7% below the level adopted for 2022.

Payroll: \$0

- No changes are anticipated in 2023.

Operations: (\$4,000)

- *Septic Tank Pumping* and *Recreation & Field Supplies* are decreasing based on historical spending.

Maintenance: (\$3,000)

- *Land Equipment* and *Facilities R&M* are decreasing based on historical spending.

Recreation

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
512260	Agency Hire	-	3,500	3,500	3,500
512440	Septic Tank Pumping	-	3,000	3,000	2,000
513130	Recreation & Field Supplies	1,569	8,000	5,000	5,000
513400	Small Tools & Equipment	-	400	400	400
513820	Tools	-	2,000	2,000	2,000
523140	Other Equipment Rental	3,552	7,500	6,500	7,500
	Total Operations	5,121	24,400	20,400	20,400
	<u>Maintenance</u>				
521010	Land Equipment	-	7,500	5,000	5,000
522010	Facilities R&M	2,920	5,500	5,000	5,000
	Total Maintenance	2,920	13,000	10,000	10,000
	Total Expenditure Classification	8,041	37,400	30,400	30,400
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	8,041	37,400	30,400	30,400
	Total Funding Allocation	8,041	37,400	30,400	30,400

Patrol
Administration
Recreation



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 2023 budget for the Patrol Administration and Recreation is \$1,453,642, which has decreased by \$17,315 or 1.2% below the expenditure level adopted for 2022. Budget details regarding the activity and departments are provided on succeeding pages.

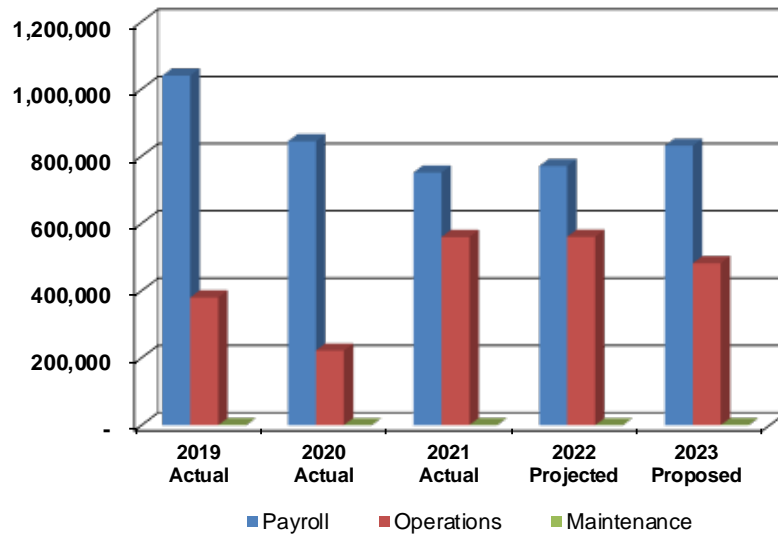
Patrol

Summary

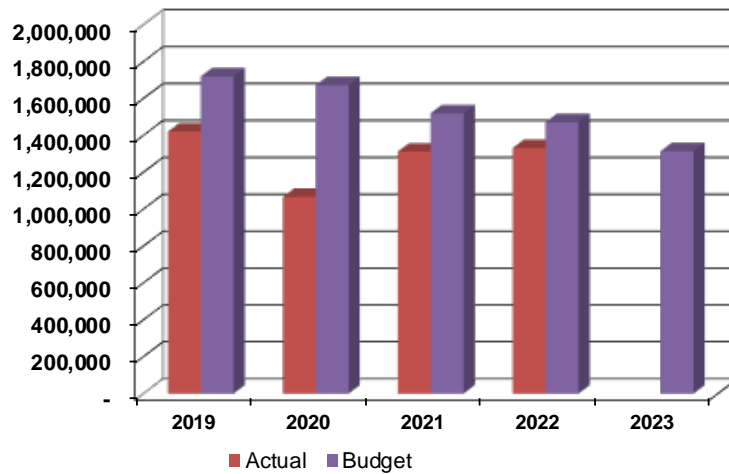
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Administration	1,023,250	1,184,957	1,054,208	1,184,642
Recreation	288,282	286,000	277,000	269,000
Total Patrol	1,311,532	1,470,957	1,331,208	1,453,642
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	716,072	823,107	744,355	768,992
Overtime 100%	-	10,000	-	-
Overtime 150%	12,210	12,000	9,177	17,000
Overtime	12,754	18,000	7,432	23,000
Temporary Help	848	-	-	11,000
Standby & Premium Pay	8,463	10,000	8,787	10,000
Longevity Pay	1,150	1,150	985	1,200
Total Payroll	751,497	874,257	770,736	831,192
Operations	559,710	596,200	560,473	621,950
Maintenance	325	500	-	500
Total Summary by Major Account	1,311,532	1,470,957	1,331,208	1,453,642
<u>Funding Allocations</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,311,532	1,470,957	1,331,208	1,453,642
	1,311,532	1,470,957	1,331,208	1,453,642
Total Funding Allocation				
<u>Authorized Positions</u>				
Administration	8	8	7	7
Recreation	-	-	-	-
Total Positions	8	8	7	7

Patrol

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	1,039,850	844,554	751,497	770,736	831,192
Operations	379,921	222,056	559,710	560,473	481,950
Maintenance	482	-	325	-	500
Total	1,420,253	1,066,610	1,311,532	1,331,208	1,313,642



	2019	2020	2021	2022	2023
Actual	1,420,253	1,066,610	1,311,532	1,331,208	
Budget	1,719,500	1,672,100	1,519,200	1,470,957	1,313,642
Variance	(299,247)	(605,490)	(207,668)	(139,749)	

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 2023 is \$1,184,642 which is \$315 below the 2022 adopted budget.

Payroll: (\$43,065)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and the offset by a reduction in headcount. This position was transferred to the Command Center -Administration (2320010010).

Operations: \$42,750

- *Consultant Services* is proposed to become a funded expenditure line item in the 2023 budget. The funding of this expenditure is proposed in order to adhere to the state guidelines all law enforcement agencies must adopt guidelines and procedures to deploy this program and power the DMS software to operate the body cameras. This line item will be adopted for an outside firm to assist with the deployment of the body camera program.
- *Recreation & Field Supplies* will be increasing significantly due to the purchasing of law enforcement body cameras and fire arms.
- *Seminars & Conventions* will be increase by 300% due to mandatory compliance training for the officers. The officers must renew their certifications and training to remain in compliance with the public safety guidelines.

Maintenance: \$0

- There are no proposed changes to the 2023 Maintenance expenditures.

Administration

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	716,072	823,107	744,355	768,992
501030	Overtime 100%	-	10,000	-	-
501040	Overtime 150%	12,210	12,000	9,177	17,000
501050	Overtime 200%	12,754	18,000	7,432	23,000
501020	Temporary Pay	848	-	-	11,000
501060	Standby & Premium Pay	8,463	10,000	8,787	10,000
501070	Longevity Pay	1,150	1,150	985	1,200
	Total Payroll	751,497	874,257	770,736	831,192
	<u>Operations</u>				
511010	Clothing Allowance	6,956	10,000	264	10,000
511030	Meals Allowance	20	300	171	300
511100	Seminars & Conventions	3,128	500	732	500
511120	Meeting Expenses	654	500	111	500
511210	Books & Periodicals	-	300	-	300
511220	Dues & Memberships	3,367	6,000	2,797	6,000
512070	Consultant Services	-	-	-	16,000
512080	Outside Services	6,666	20,000	12,584	20,000
512090	Security Services	232,378	245,000	245,000	252,350
513010	Office Supplies	1,762	5,000	1,814	5,000
513080	Communication Equipment & Supp.	15,631	20,000	20,000	20,000
513120	Safety Supplies	-	1,000	-	1,000
513130	Recreation & Field Supplies	574	300	-	300
513820	Tools	292	700	-	700
521020	Safety Equipment	-	600	-	20,000
	Total Operations	271,428	310,200	283,473	352,950
	<u>Maintenance</u>				
521050	Office Furniture Equipment	199	500	-	500
521080	Tool & Work Equipment	126	-	-	-
	Total	325	500	-	500
	Total Expenditure Classification	1,023,250	1,184,957	1,054,208	1,184,642
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,023,250	1,184,957	1,054,208	1,184,642
	Total Funding Allocation	1,023,250	1,184,957	1,054,208	1,184,642
	<u>Authorized Positions</u>				
	Conservation Ranger	3	3	3	3
	District Patrol Commander -				
	Manager of Police Services	1	1	1	1
	District Patrol Officer	4	4	3	3
	Total Authorized Positions	8	8	7	7

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 2023 totals \$269,000 which is \$17,000 or 5.9% lower than the expenditure level adopted for 2022.

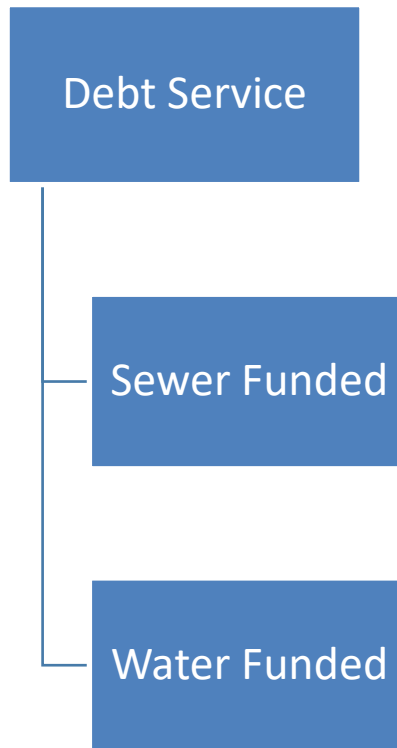
Operations: (\$17,000)

- *Agency Hire* expenditure is proposed to be funded in 2023 to accurately track and budget for spending in respect to the Public Safety Officers hired to patrol all of the District's Recreational Facilities offset by a reduction in funding.

Recreation

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Payroll</u>				
501010	Regular Pay	-	-	-	-
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	-	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
511010	Clothing Allowance	-	2,500	-	2,500
512080	Outside Services	183,945	157,000	157,000	-
512090	Security Services	103,150	120,000	120,000	120,000
512260	Agency Hire	-	-	-	140,000
513010	Office Supplies	11	-	-	-
513080	Communication Equipment & Supp.	-	2,500	-	2,500
513120	Safety Supplies	(21)	1,500	-	1,500
513130	Recreation & Field Supplies	1,197	2,500	-	2,500
	Total Operations	288,282	286,000	277,000	269,000
	Total Expenditure Classification	288,282	286,000	277,000	269,000
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	288,282	286,000	277,000	269,000
	Total Funding Allocation	288,282	286,000	277,000	269,000

Debt Service



Summary**Description**

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

Budget Commentary

The proposed Debt Service budget for 2023 is \$74,427,401. This is an increase of \$5,410,601 or 7.8% above the adopted 2022 level.

Operations: \$5,410,601

- *Interest on Bonds* and *Principal on Bonds* are increasing based upon a recent bond sale.
- *Legal Services* is decreasing based on historical spend.

Debt Service

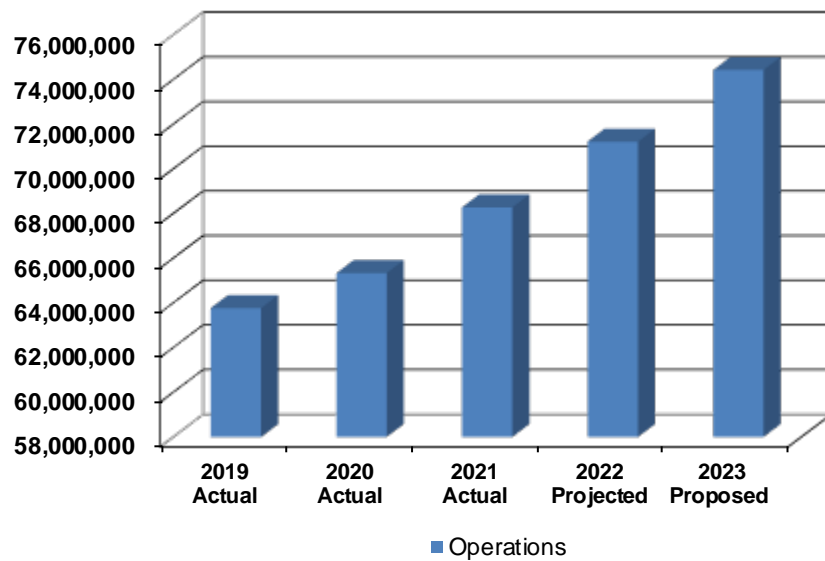
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Summary

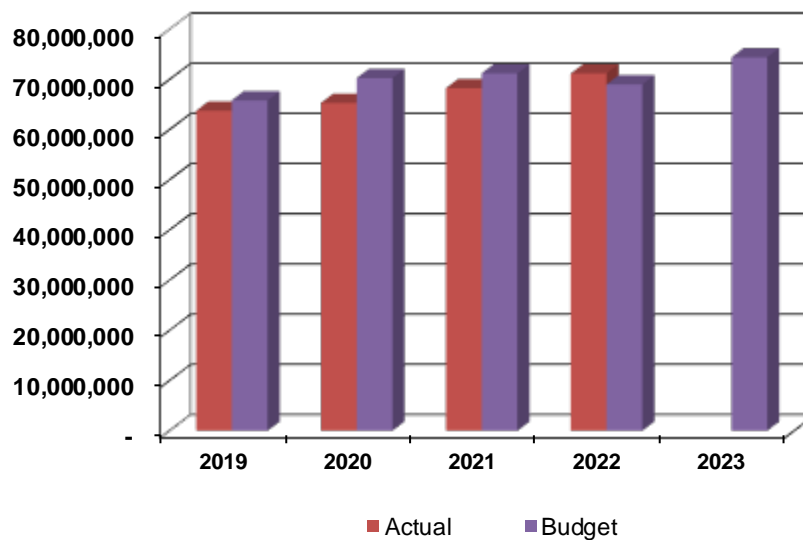
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Operations</i>				
512020	Legal Services	270,572	408,700	408,700	200,000
512080	Outside Services	5,255	-	-	-
517120	Int & Note Issue Expense	1,729,528	359,600	359,600	548,556
517060	Water Bond Principal	20,764,473	20,575,300	22,777,139	24,104,038
517090	Water Interest on Bonds	11,389,218	12,995,700	12,995,700	13,726,928
540020	Sewer Bond Principal	21,544,099	20,785,400	20,785,400	20,892,616
540030	Sewer Interest on Bonds	12,570,300	13,892,100	13,892,100	14,955,263
	<i>Total Expenditure Classification</i>	68,273,445	69,016,800	71,218,639	74,427,401
	<i>Funding Allocation</i>				
	Sewer Allocation	36,090,300	35,117,500	35,117,500	36,248,080
	Water Allocation	32,183,145	33,899,300	36,101,139	38,179,321
	<i>Total Funding Allocation</i>	68,273,445	69,016,800	71,218,639	74,427,401

Debt Service

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Operations	63,767,348	65,335,507	68,273,445	71,218,639	74,427,401
Total	63,767,348	65,335,507	68,273,445	71,218,639	74,427,401



	2019	2020	2021	2022	2023
Actual	63,767,348	65,335,507	68,273,445	71,218,639	
Budget	65,822,800	70,293,800	71,204,300	69,016,800	74,427,401
Variance	(2,055,452)	(4,958,293)	(2,930,855)	2,201,839	

Debt Service**7000010010****Sewer**

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Operations</u>				
512020	Legal Services	245,746	251,000	251,000	100,000
512080	Outside Services	5,255	-	-	-
540020	Principal Bonds	21,544,099	20,785,400	20,785,400	20,892,616
540030	Interest On Bonds	12,570,300	13,892,100	13,892,100	14,955,263
517120	Int & Note Issue Expense	1,724,900	189,000	189,000	300,201
	<i>Total Expenditure Classification</i>	36,090,300	35,117,500	35,117,500	36,248,080
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	36,090,300	35,117,500	35,117,500	36,248,080
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	36,090,300	35,117,500	35,117,500	36,248,080

Debt Service

7000010010

Water

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Operations</u>					
512020	Legal Services	24,826	157,700	157,700	100,000
517060	Principal Bonds	20,764,473	20,575,300	22,777,139	24,104,038
517090	Interest On Bonds	11,389,218	12,995,700	12,995,700	13,726,928
517120	Int & Note Issue Expense	4,628	170,600	170,600	248,355
Total Expenditure Classification		32,183,145	33,899,300	36,101,139	38,179,321
<u>Funding Allocation</u>					
Sewer Allocation 0%		-	-	-	-
Water Allocation 100%		32,183,145	33,899,300	36,101,139	38,179,321
Total Funding Allocation		32,183,145	33,899,300	36,101,139	38,179,321

Employee Benefits

Employee Benefits

Employee Benefits

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 2023 proposed Employee Benefits budget totals \$26,065,489, decreasing by \$11,151,185 or 30.0% over the level adopted for 2022.

Operations: (\$11,151,185)

- The *Medical Services* has reduced based on an adjusted contribution to Internal Service fund for active employees only and a reduction in the *Retirement Payout Contribution*.
- *Pension* and *OPEB Contribution* have decreased based upon the actuarial and consultant reports; offset by increases in *Medicare Part B*, *Social Security* and *Unemployment Compensation*.

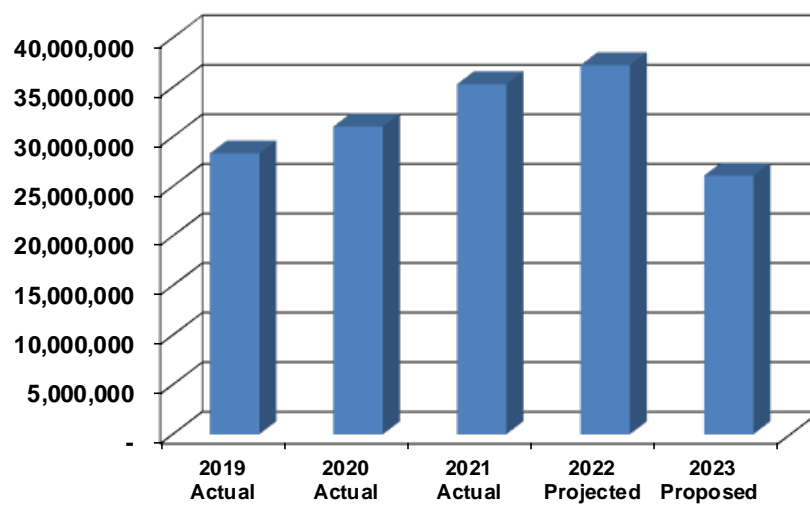
Employee Benefits

Summary

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Operations</u>				
503010	Medical Services	15,281,000	14,574,440	14,574,440	7,264,235
503050	Medicare Part B	588,648	650,946	650,946	696,787
503060	OPEB Trust Contribution	8,971,800	9,266,005	9,266,005	7,148,406
503100	Pension Regular	7,841,600	7,917,064	7,917,064	7,872,627
503110	Social Security	2,429,110	2,687,991	2,687,991	2,863,434
503120	Unemployment Compensation	20,273	25,000	25,000	30,000
503180	Retirement Payout Contribution	-	1,925,228	1,925,228	-
512070	Consultant Services	164,589	170,000	170,000	190,000
	Total Expenditure Classification	35,297,020	37,216,674	37,216,674	26,065,489
	<u>Funding Allocation</u>				
	Sewer Allocation 45%	15,883,700	16,747,500	16,747,500	11,729,500
	Water Allocation 55%	19,413,320	20,469,174	20,469,174	14,335,989
	Total Funding Allocation	35,297,020	37,216,674	37,216,674	26,065,489

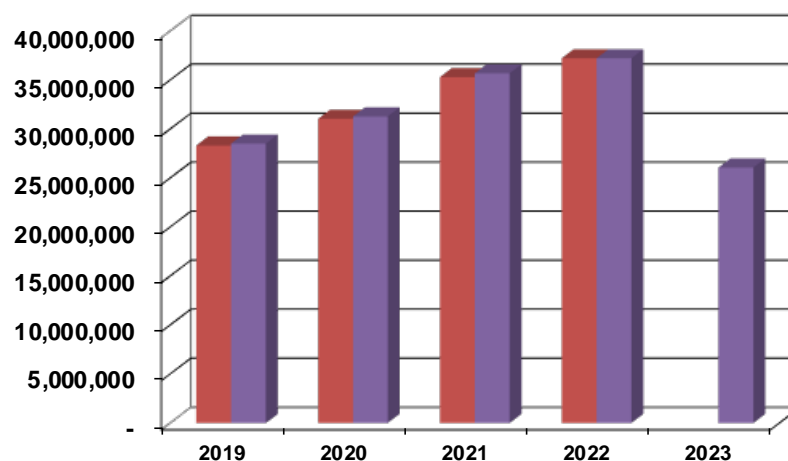
Employee Benefits

Expenditure Trend



■ Operations

	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Operations	28,312,171	31,034,229	35,297,020	37,216,674	26,065,489
Total	28,312,171	31,034,229	35,297,020	37,216,674	26,065,489



■ Actual ■ Budget

	2019	2020	2021	2022	2023
Actual	28,312,171	31,034,229	35,297,020	37,216,674	
Budget	28,507,900	31,278,000	35,676,700	37,216,674	26,065,489
Variance	(195,729)	(243,771)	(379,680)	-	

General Insurance

General Insurance

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 2023 totals \$2,229,737, which is \$4,000,501 or 64.2% below the adopted level for 2022 insurance policies including deductibles and self-insurance funding requirements.

Operations: (\$4,000,501)

- Favorable claims history reduces the 2023 contribution in *Liability-Claims*.

General Insurance

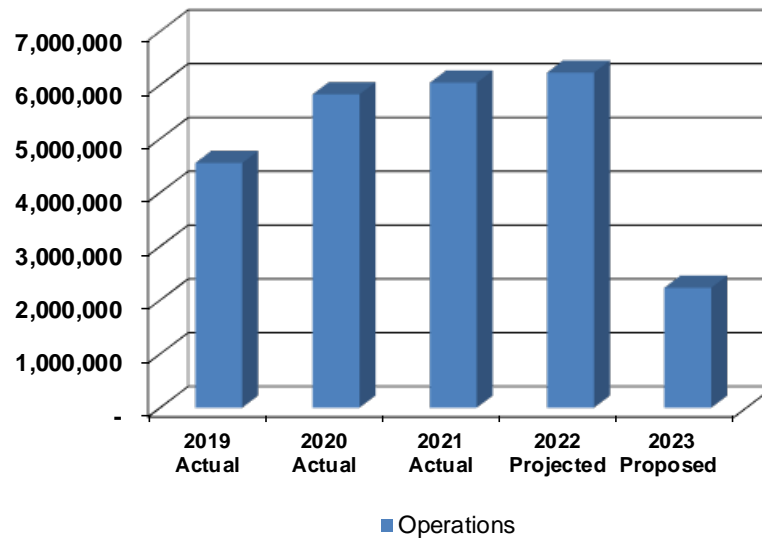
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Summary

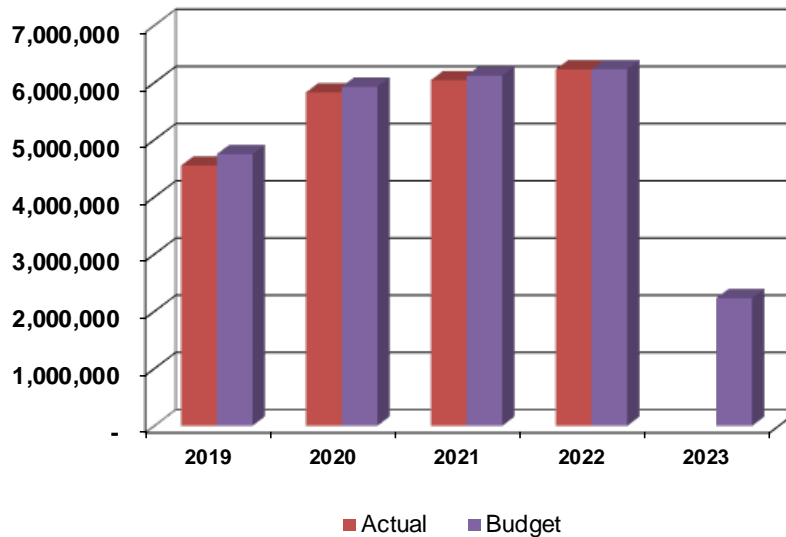
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Operations</u>				
512080	Outside Services	57,926	119,000	119,000	119,000
519320	General Insurance	6,424	237,060	237,060	245,343
519330	General Property	392,060	519,876	519,876	569,713
519340	Theft Liability	4,083	4,767	4,767	5,104
519350	Police Liability Insurance	10,348	16,100	16,100	16,189
519360	Fiduciary Liability	16,615	18,069	18,069	18,971
519370	Auto Liability	162,327	117,361	117,361	127,000
519380	Public Liability	417,073	132,814	132,814	154,522
519390	Liability-Claims	4,052,712	4,000,000	4,000,000	-
519400	Fidelity Bond	5,017	16,390	16,390	18,029
519410	Umbrella Liability	587,633	658,815	658,815	524,922
519420	Commissioner Accident Insurance	-	863	863	949
519430	Workers Compensation Excess Cove	89,624	119,931	119,931	120,123
519450	Pollution Liability Insurance	158,917	88,000	88,000	124,428
519470	Cyber Insurance	20,624	28,295	28,295	17,257
519480	Flood Insurance	60,930	152,897	152,897	168,187
	Total Expenditure Classification	6,042,313	6,230,238	6,230,238	2,229,737
	<u>Funding Allocation</u>				
	Sewer Allocation 40%	2,416,900	2,492,100	2,492,100	891,900
	Water Allocation 60%	3,625,413	3,738,138	3,738,138	1,337,837
	Total Funding Allocation	6,042,313	6,230,238	6,230,238	2,229,737

General Insurance

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Operations	4,549,124	5,827,225	6,042,313	6,230,238	2,229,737
Total	4,549,124	5,827,225	6,042,313	6,230,238	2,229,737



	2019	2020	2021	2022	2023
Actual	4,549,124	5,827,225	6,042,313	6,230,238	
Budget	4,747,100	5,926,700	6,119,700	6,230,238	2,229,737
Variance	(197,976)	(99,475)	(77,387)	-	

Taxes & Fees

Taxes & Fees

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 2023 remains unchanged at \$3,810,500.

Operations: \$0

- The budget is unchanged for 2023.

Taxes & Fees

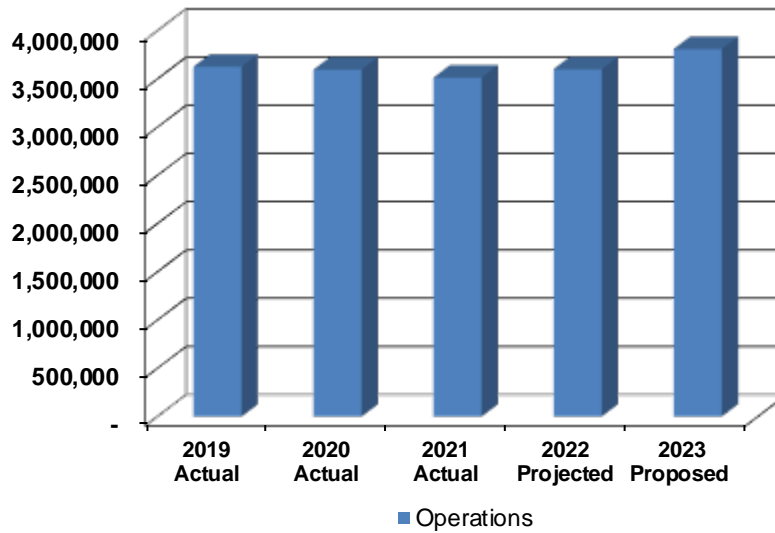
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Summary

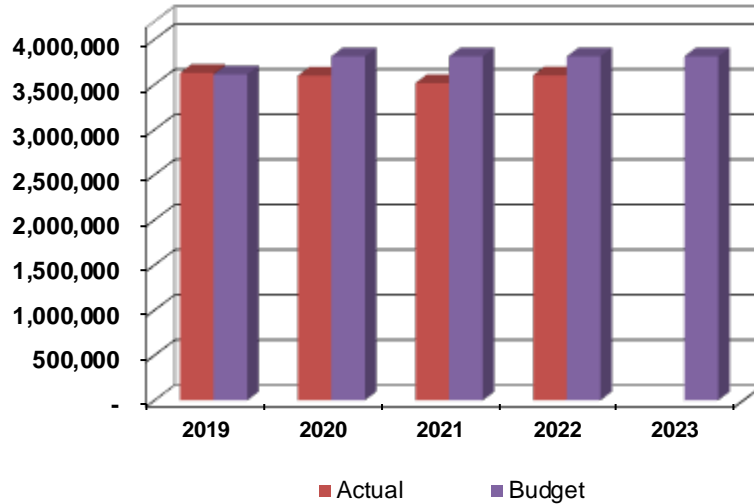
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<i>Operations</i>				
512320	Property Appraisal	-	10,500	-	10,500
519510	Property Taxes	3,514,420	3,800,000	3,600,000	3,800,000
	<i>Total Expenditure Classification</i>	3,514,420	3,810,500	3,600,000	3,810,500
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	3,514,420	3,810,500	3,600,000	3,810,500
	<i>Total Funding Allocation</i>	3,514,420	3,810,500	3,600,000	3,810,500

Taxes & Fees

Expenditure Trend

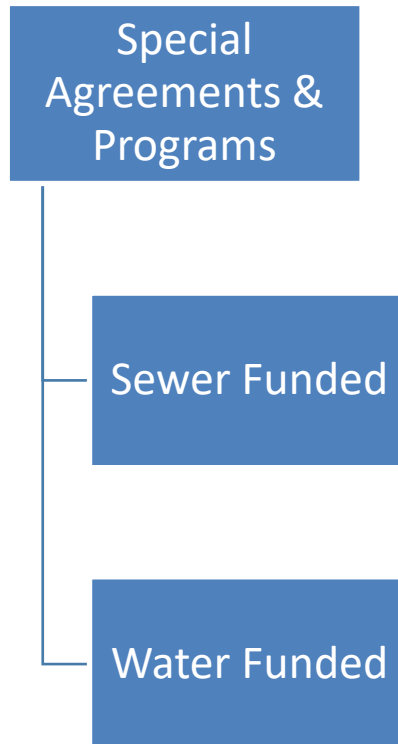


	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Operations	3,626,441	3,595,994	3,514,420	3,600,000	3,810,500
Total	3,626,441	3,595,994	3,514,420	3,600,000	3,810,500



	2019	2020	2021	2022	2023
Actual	3,626,441	3,595,994	3,514,420	3,600,000	
Budget	3,610,500	3,810,500	3,810,500	3,810,500	3,810,500
Variance	15,941	(214,506)	(296,080)	(210,500)	

Specials Agreements & Programs



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 2023 totals \$5,016,385, decreasing by \$267,215 or 5.1% below the expenditure level adopted for 2022.

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, is being shown here for historically purposes.

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.

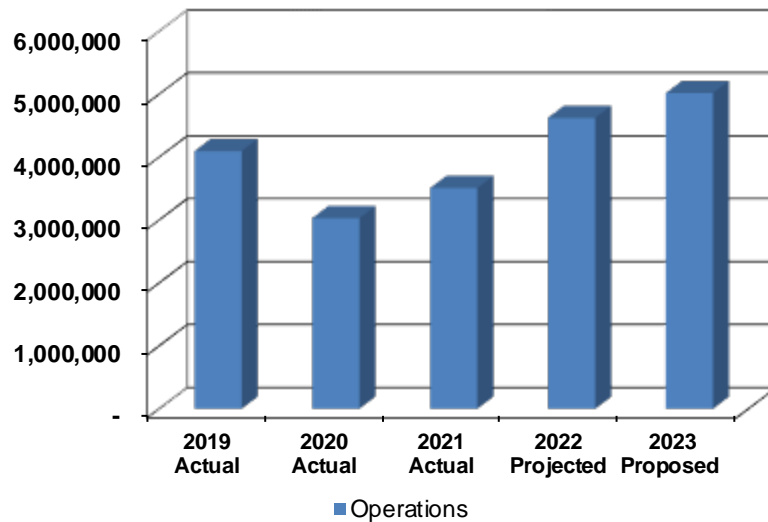
Special Agreements & Programs

Summary

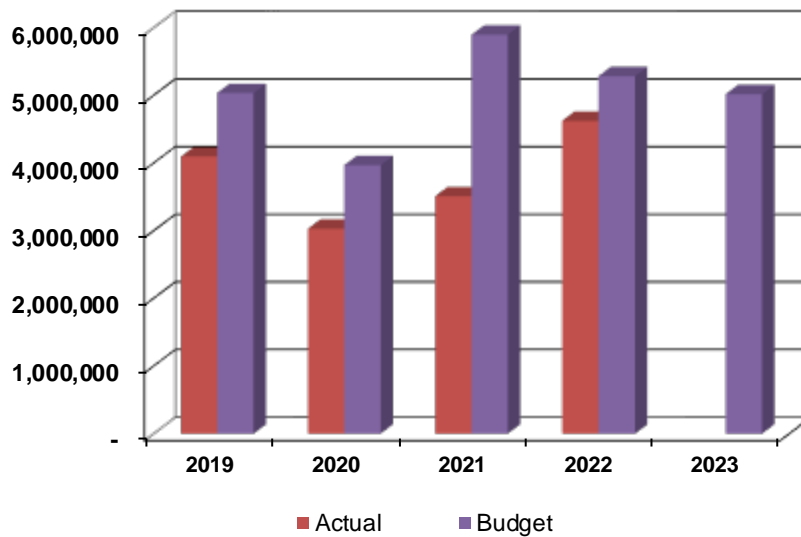
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<i>Summary by Activity</i>				
Sewer	1,301,848	1,398,300	1,418,300	1,816,364
Water	2,205,860	3,885,300	3,204,300	3,200,021
<i>Total Summary by Activity</i>	3,507,708	5,283,600	4,622,600	5,016,385
<i>Funding Allocation</i>				
Sewer Allocation	1,301,848	1,398,300	1,418,300	1,816,364
Water Allocation	2,205,860	3,885,300	3,204,300	3,200,021
<i>Total Funding Allocation</i>	3,507,708	5,283,600	4,622,600	5,016,385

Special Agreements & Programs

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Operations	4,094,355	3,028,723	3,507,708	4,622,600	5,016,385
Total	4,094,355	3,028,723	3,507,708	4,622,600	5,016,385



	2019	2020	2021	2022	2023
Actual	4,094,355	3,028,723	3,507,708	4,622,600	
Budget	5,033,200	3,967,300	5,895,700	5,283,600	5,016,385
Variance	(938,845)	(938,577)	(2,387,992)	(661,000)	

Sewer Funded**Budget Commentary**

The proposed Special Agreements and Programs budget totals \$1,816,364 for 2023, an increase of \$418,364 or 29.9% above the expenditure level adopted for 2022.

Operations: \$418,064

- *Septic Reimbursement, Mattabassett District, New Britain and Legal* are increasing based on projections for 2023.
- *Berlin* allotment is being funded for the MDC's share of the yearly maintenance and construction of the new Deming Road Pump Station. This is only half of the yearly construction costs we would be responsible for at this time.

Special Agreements & Programs

7400010010

Sewer Funded

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Operations</u>				
512020	Legal Services	1,976	-	20,000	20,000
512070	Consultant Services	110,000	200,000	200,000	200,000
512080	Outside Services	100,372	75,000	75,000	75,000
512860	Septic Reimbursement	54,667	80,800	80,800	90,000
512880	Mattabassett District	681,341	707,000	707,000	770,700
512900	New Britain	315,595	277,000	277,000	342,000
512940	Berlin	35,107	-	-	260,164
512010	Auditing/Finance Services	-	-	-	-
514040	Meter Services	2,790	58,500	58,500	58,500
	Total Expenditure Classification	1,301,848	1,398,300	1,418,300	1,816,364
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,301,848	1,398,300	1,418,300	1,816,364
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,301,848	1,398,300	1,418,300	1,816,364

Water Funded

Budget Commentary

The proposed Special Agreements and Programs budget totals \$3,200,021 for 2023, a decrease of \$685,279 or 17.6% below the expenditure level adopted for 2022

Operations: (\$685,279)

- The cost of maintenance of West Branch Reservoir is anticipated to decrease significantly for 2023, being slightly offset by increase in *Lock Box Fee*.
- *Dues & Memberships, Legal Services, Collection Services* are expected to decrease based on historical trends.
- Meter Services are expected to increase based on the finding of a new pilot program for automated meter reading.

Special Agreements & Programs

7400010010

Water Funded

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Operations</u>				
512910	West Branch Reservoir Maintenance	-	1,400,000	800,000	800,000
512820	Lock Box Fee	103,923	100,000	100,000	120,000
512380	State of CT/DPH	190,368	-	-	-
514040	Meter Services	7,576	10,000	10,000	129,537
511220	Dues & Memberships	-	131,000	-	100,000
512080	Outside Services	32,805	75,000	75,000	75,000
512020	Legal Services	124,007	169,300	169,300	75,000
512920	Collection Services	241,215	400,000	400,000	300,484
512085	Surplus Land Program Svcs	-	-	50,000	-
512930	Lobbyist-(Fed/State)	150,000	150,000	150,000	150,000
512070	Consultant Services	110,000	200,000	200,000	200,000
512870	Operational Fuel	45,966	50,000	50,000	50,000
512370	Riverfront Recapture	1,200,000	1,200,000	1,200,000	1,200,000
	Total Expenditure Classification	2,205,860	3,885,300	3,204,300	3,200,021
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,205,860	3,885,300	3,204,300	3,200,021
	Total Funding Allocation	2,205,860	3,885,300	3,204,300	3,200,021

Contingencies

Contingencies

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 proposed for 2023 is \$1,980,000.

Contingencies

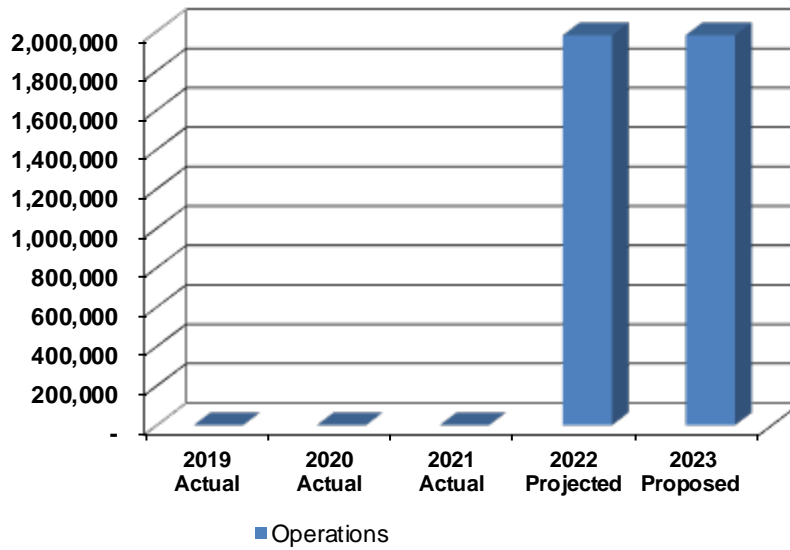
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Summary

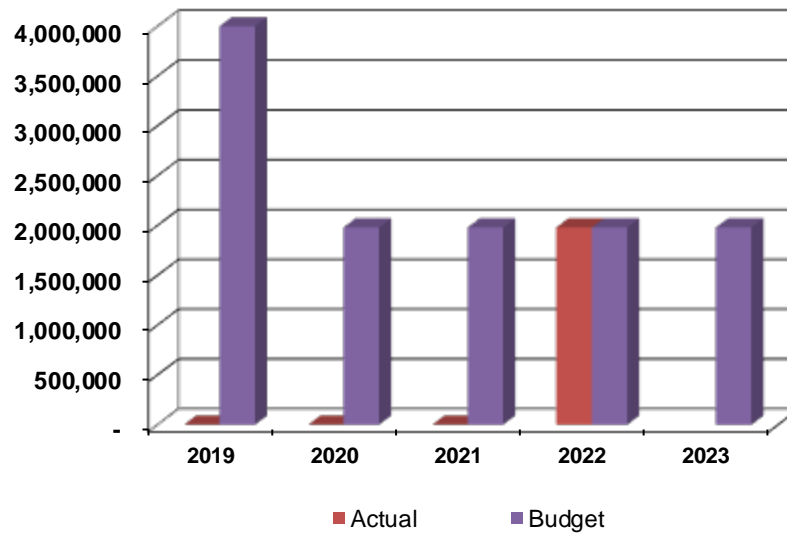
Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
549000	Contingency	-	1,980,000	1,980,000	1,980,000
	<i>Funding Allocation--(Composite)</i>				
	Sewer Allocation 100%	-	1,980,000	1,980,000	1,980,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	1,980,000	1,980,000	1,980,000

Contingencies

Expenditure Trends

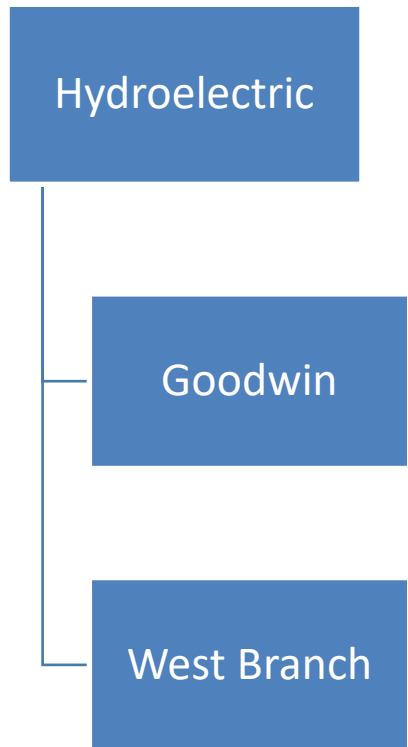


	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Operations	-	-	-	1,980,000	1,980,000
Total	-	-	-	1,980,000	1,980,000



	2019	2020	2021	2022	2023
Actual	-	-	-	1,980,000	-
Budget	4,000,000	1,980,000	1,980,000	1,980,000	1,980,000
Variance	(4,000,000)	(1,980,000)	(1,980,000)	-	-

Hydroelectric



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 "West Branch" Hydroelectric Facility has been removed from service.

Budget Commentary

The 2023 proposed Hydroelectric budget totals \$2,473,850 which is an increase of \$2,070,150 or 512.8% from the 2022 adopted level. Specific expenditures for each project appear on the pages that follow.

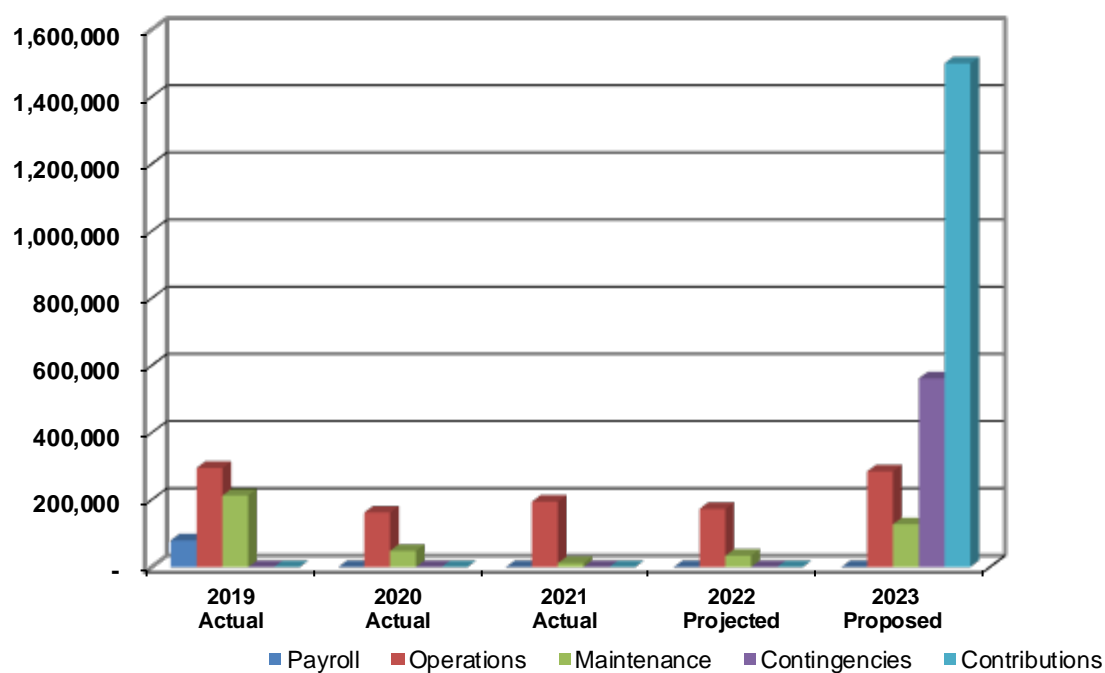
Hydroelectric

Summary

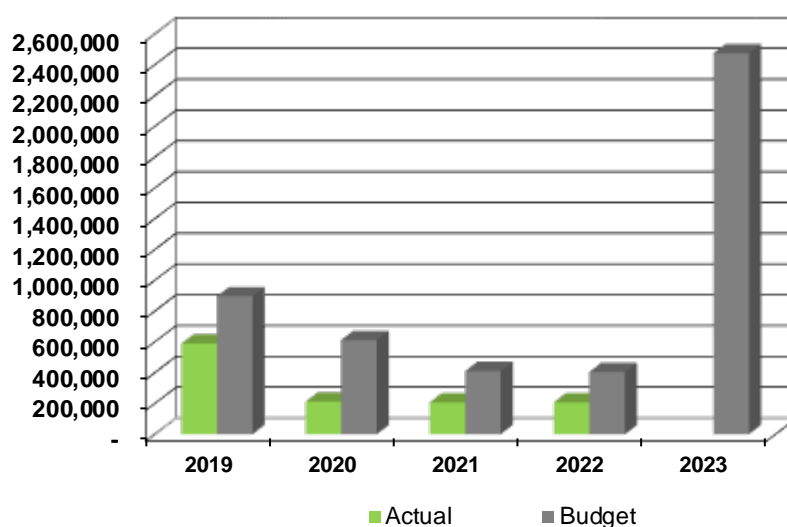
Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>Summary by Activity</u>				
Goodwin	158,521	267,600	166,158	2,358,750
West Branch	47,736	136,100	40,796	115,100
<i>Total Summary by Activity</i>	206,257	403,700	206,954	2,473,850
<u>Summary by Major Account</u>				
Payroll	-			
Operations	194,655	256,200	173,200	284,700
Maintenance	11,602	147,500	33,754	127,500
Capital Outlay	-	-	-	-
Contingencies	-	-	-	561,650
Contributions to General Fund	-	-	-	1,500,000
<i>Total Summary by Major Account</i>	206,257	403,700	206,954	2,473,850

Hydroelectric

Expenditure Trend



	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Payroll	79,700	-	-	-	-
Operations	295,114	162,405	194,655	173,200	284,700
Maintenance	213,404	48,203	11,602	33,754	127,500
Contingencies	-	-	-	-	561,650
Contributions	-	-	-	-	1,500,000
Total	588,218	210,608	206,257	206,954	2,473,850



	2019	2020	2021	2022	2023
Actual	588,218	210,608	206,257	206,954	
Budget	895,400	610,300	409,100	403,700	2,473,850
Variance	(307,182)	(399,692)	(202,843)	(196,746)	

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 2023 is \$2,358,750 which is \$2,091,150 or 781.4% above the level adopted for 2022 hydroelectric power operations.

Operations: \$29,500

- Anticipated increase in expenditures for *Outside Service and Oil & Lubricants* due to increase in commodity and service costs, offset by a reduction in *Office Supplies and Diesel Fuel* to align with anticipated spending.

Maintenance: \$0

- There is no anticipated increase in expenditures for 2023.

Contingencies: \$861,650

- There is an anticipated increase in contingencies to offset increase in revenue and other emergencies that may arise.

Contributions to General Fund: \$1,500,000

- There is an anticipated increase in contributions for 2023.

Goodwin

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 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>				
512070	Consultant Services	62,927	20,000	-	20,000
512080	Outside Services	47,609	100,000	98,000	130,000
513010	Office Supplies	620	3,000	1,000	1,500
513400	Small Tools & Equipment	863	2,600	2,600	2,600
513580	Fish	24,965	25,000	25,000	25,000
513690	Materials From Stock	106	1,000	-	1,000
513720	Diesel Fuel	-	1,000	1,000	-
513740	Oil & Lubricants	4,534	3,000	3,000	5,000
513820	Tools	1,116	3,500	3,500	3,500
514010	Electricity	5,466	10,000	10,000	10,000
519100	Printing	-	3,000	3,000	3,000
	<i>Total Operations</i>	148,206	172,100	147,100	201,600
	<i>Maintenance</i>				
521050	Office Furniture Equipment	-	500	500	500
521120	Hydro Equipment	2,305	85,000	12,000	85,000
522010	Facilities R&M	8,010	10,000	6,558	10,000
	<i>Total Maintenance</i>	10,315	95,500	19,058	95,500
	<i>Contingencies</i>				
549000	Contingency	-	-	-	561,650
	<i>Contributions</i>				
549001	Contribution to General Fund	-	-	-	1,500,000
	<i>Total Expenditure Classification</i>	158,521	267,600	166,158	2,358,750

West Branch**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 2023 is \$115,100, a decrease from the 2022 adopted level by \$21,000 or 15.4% below the level adopted for 2022 hydroelectric power operations.

Operations: (\$1,000)

- *Diesel Fuel* expenditures have been eliminated due to CEM department providing support for Emergency Generators instead.

Maintenance: (\$20,000)

- *Facilities R&M* expenditures have been decreased as a result of decommissioning of the facility.

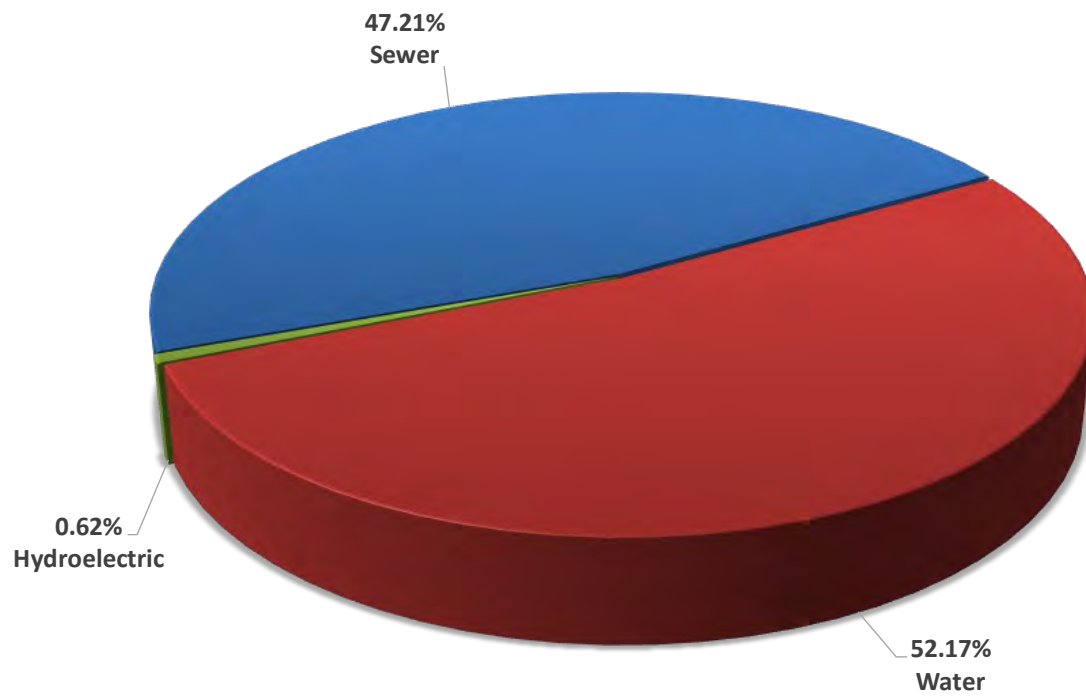
West Branch

Commitment Item	Expenditure Classification	2021 Actual	2022 Adopted	2022 Projected	2023 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>				
512070	Consultant Services	-	40,000	-	40,000
512080	Outside Services	28,318	18,000	-	18,000
512310	Permits	4,075	5,000	5,000	5,000
513690	Materials From Stock	-	100	100	100
513720	Diesel Fuel	-	1,000	1,000	-
514010	Electricity	14,056	20,000	20,000	20,000
	<i>Total Operations</i>	46,449	84,100	26,100	83,100
	<i>Maintenance</i>				
521120	Hydro Equipment	177	2,000	2,000	2,000
522010	Facilities R&M	1,110	50,000	12,696	30,000
	<i>Total Maintenance</i>	1,287	52,000	14,696	32,000
	<i>Total Expenditure Classification</i>	47,736	136,100	40,796	115,100

Budget Revenues

Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Sewer	\$97,254,650	47.21%
Water	107,490,817	52.17%
Hydroelectric	1,273,850	0.62%
	<u>\$206,019,317</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 100,554 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

	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>WATER REVENUES</u>				
Sale of Water	\$95,136,557	\$96,552,254	\$96,612,827	\$91,459,085
Other Operating Revenues	8,350,089	8,494,100	8,744,474	8,871,900
Total Operating Revenues	103,486,646	105,046,354	105,357,301	100,330,985
Non-Operating Revenues	1,617,967	2,401,119	2,292,045	2,364,497
Contributions from Other Funds	-	1,400,000	800,000	4,795,335
Total Other Revenues	1,617,967	3,801,119	3,092,045	7,159,832
Total Water Revenues	\$105,104,613	\$108,847,473	\$108,449,346	\$107,490,817
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600
Revenue from Other Govt. Agencies	11,070,994	10,931,000	10,386,266	11,931,000
Other Sewer Revenues	16,426,081	18,212,000	18,574,424	12,429,321
Sewer User Charge Revenues	11,329,083	13,301,902	11,586,283	11,584,900
Total Operating Revenues	90,301,858	95,521,502	93,623,573	89,021,821
DEEP Contingency	-	1,980,000	1,980,000	1,980,000
Contributions from Other Funds	-	2,700,000	2,700,000	6,252,829
Total Other Revenues	-	4,680,000	4,680,000	8,232,829
Total Sewer Revenues	90,301,858	100,201,502	98,303,573	97,254,650
Total Water and Sewer Revenues	\$195,406,471	\$209,048,975	\$206,752,919	\$204,745,467

Revenue Summary

Hydroelectric Revenues

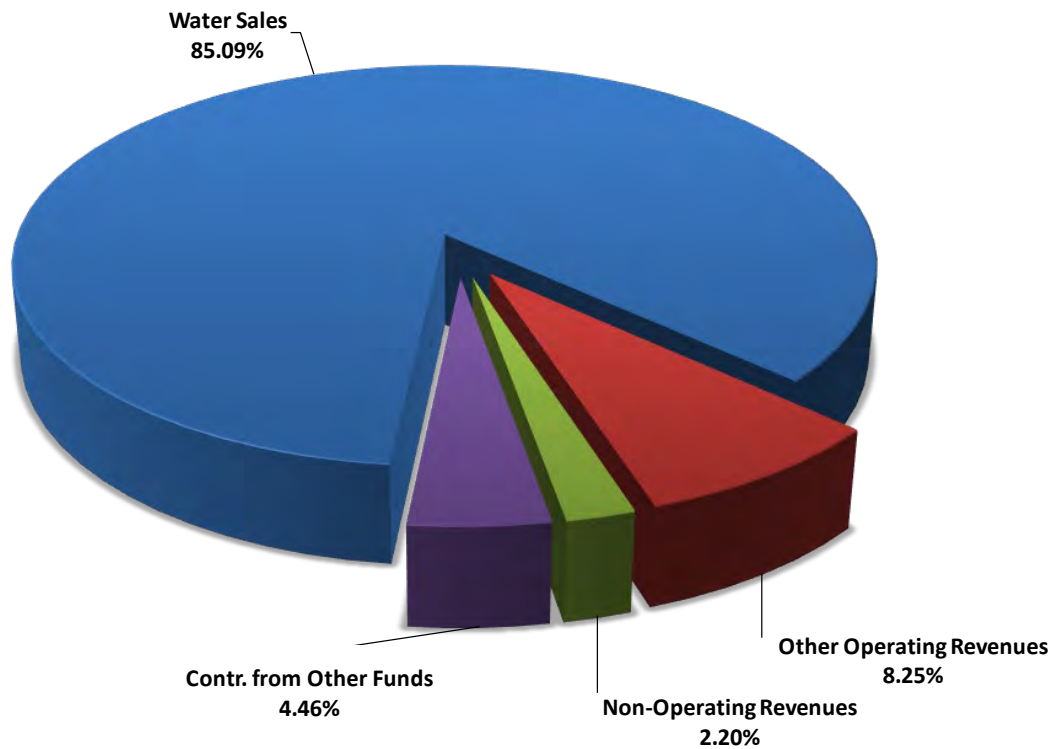
Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>HYDROELECTRIC REVENUES</u>				
Power Sales	\$941,491	\$403,700	\$774,881	\$1,168,500
Miscellaneous Nonrecurring Revenue	-	-	166,610	105,350
Total Hydroelectric Revenues	\$941,491	\$403,700	\$941,491	1,273,850

Water Utility Revenues

Sale of Water
Other Operating Revenues
Non-operating Revenues
Contributions from Other Funds

Water Utility Revenues

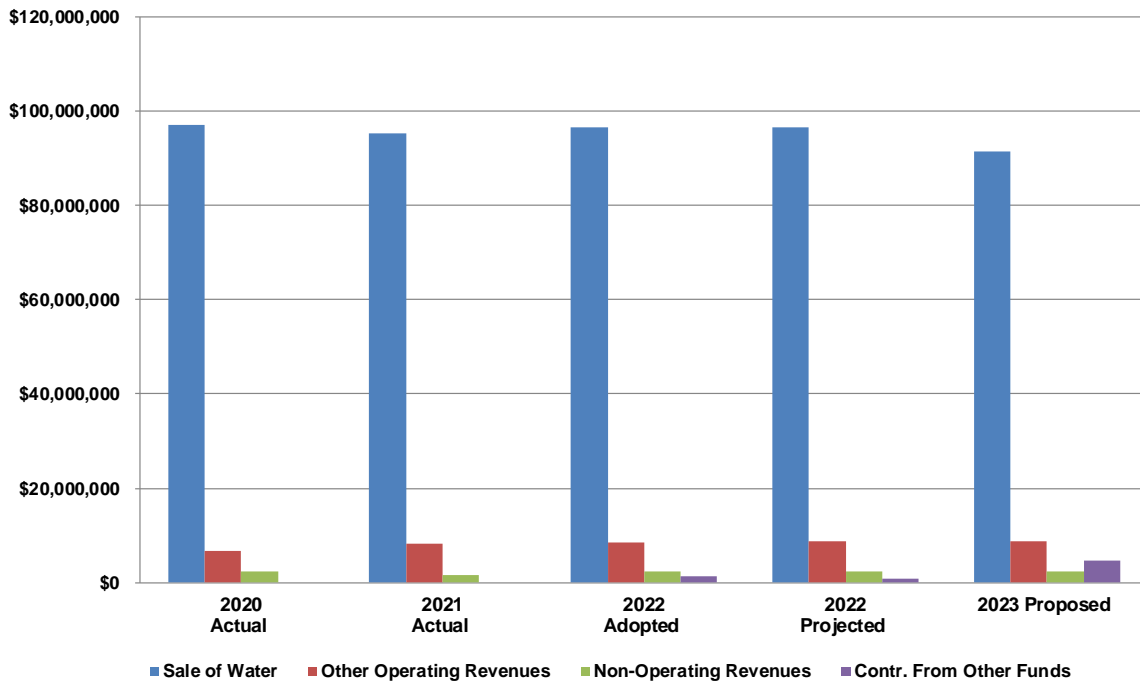
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$91,459,085	85.09%
Other Operating Revenues	8,871,900	8.25%
Non-Operating Revenues	2,364,497	2.20%
Contr. from Other Funds	4,795,335	4.46%
Total Revenues:	<u>\$107,490,817</u>	<u>100.00%</u>

Water Utility Revenues

Five-Year Revenue Trend



	2020 Actual	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Sale of Water	\$97,072,579	\$95,136,557	\$96,552,254	\$96,612,827	\$91,459,085
Other Operating Revenues	6,732,129	8,350,089	8,494,100	8,744,474	8,871,900
Non-Operating Revenues	2,282,592	1,617,967	2,401,119	2,292,045	2,364,497
Contr. From Other Funds	-	-	1,400,000	800,000	4,795,335
	\$106,087,300	\$105,104,613	\$108,847,473	\$108,449,346	\$107,490,817

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 adopted revenue from the *Sale of Water* totals \$91,459,085, a decrease of \$5,093,169 or 5.3% below the level adopted in 2022. An overall decrease is driven by a reduction in the water rate to \$3.80 per CCF for 2023. Consumption is unchanged from the 2022 assumption of 17.7M CCF.

The adopted *Other Operating Revenues* are \$8,871,900, an increase of \$377,800 or 4.4% above the level adopted in support of 2022 operations and primarily driven by the increase in *Water Billing Penalties* and *Hydrant Maintenance Fees*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>SALE OF WATER</u>				
	<u>SERVICE CHARGES</u>				
(1)	Domestic	\$20,798,632	\$20,679,600	\$20,679,600	\$20,678,100
(2)	Commercial	2,654,589	2,545,200	2,545,200	2,545,200
417310	Industrial	340,712	327,100	327,100	327,100
(3)	Public Authorities	803,257	753,400	753,400	753,400
(4)	Other Water Companies	59,033	16,400	67,047	19,800
	Total	24,656,223	24,321,700	24,372,347	24,323,600
	<u>WATER USE CHARGE</u>				
(5)	Domestic	\$45,831,242	\$47,401,754	\$47,401,754	\$44,081,285
(6)	Commercial	14,738,983	15,664,700	15,664,700	14,538,800
416310	Industrial	3,892,447	3,589,800	3,589,800	3,331,800
(7)	Public Authorities	3,414,734	3,591,100	3,591,100	3,332,900
(8)	Other Water Companies	2,602,928	1,983,200	1,993,126	1,850,700
	Total	70,480,334	72,230,554	72,240,480	67,135,485
	<u>OTHER OPERATING REVENUES</u>				
(9)	Hydrant Maintenance	\$1,561,134	\$1,665,000	\$1,665,000	\$1,684,500
419130	Fire Protection Services	5,938,085	6,032,000	6,199,775	6,032,000
429220	Water Billing Penalties	625,333	566,700	625,333	925,000
431280	Cross-Connection/BackWater Fee	225,537	230,400	254,366	230,400
	Total	8,350,089	8,494,100	8,744,474	8,871,900
	Total Operating Revenues	\$103,486,646	\$105,046,354	\$105,357,301	\$100,330,985

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:

- *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
- *Rental Revenue*: revenue derived from renting 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, materials associated with hydrants, Ford boxes, meter pits and service connections.
- *Sale of Material/Equipment*: income from the sale of scrap materials and obsolete equipment.
- *Main Pipe Assessments*: funds received from set rates for assessable projects high-pressure services, and distribution mains, (as established by the Water Bureau).

Budget Commentary

Non-Operating Revenues proposed for 2023 are \$2,364,497, a decrease of \$36,622 or 1.5% from the level adopted for 2022, as a result of a realignment and reduction of various revenue sources, *Developer PY/Material/Equipment*, *Collections & Liens*, *Returned Check Fees* and *Recreational Sales*; offset by an increase in *Investment Income*, *Bill Jobs*, *Legal Recovery*, *Forestry Sales* and *Main Pipe Assessments*.

Water Utility Revenues

Non-Operating Revenues

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	NON-OPERATING REVENUES				
423100	Interest Income - Investments	\$66,139	\$179,419	\$270,432	633,000
429260	Legal Recovery	207,844	-	94,972	200,000
419550	RRB- Contracts	-	50,000	90,000	150,000
419400	Bill Jobs	44,025	140,000	192,989	206,951
431020	Forestry Sales	294,013	150,000	260,000	200,000
453000	Main Pipe Assessments	49,250	-	49,250	35,000
419910	Fees: Water Tapping	114,410	100,000	137,404	100,000
423300	Rental Revenue	165,862	151,200	162,048	151,200
431210	Misc Revenue	187,628	100,000	187,628	100,000
431230	Vendor Discount Revenue	392	500	399	500
431240	Sale Of Material & Equipment	239,430	120,000	120,000	120,000
431270	DPH Fee	112,503	-	(4,186)	-
431010	Recreational Sales	19,080	50,000	50,000	25,000
429230	Returned Check Fees	(1,490)	35,000	(660)	1,000
419540	RRB- Equipment	111	100,000	50,000	53,787
419410	Department of Transportation	46,903	200,000	271,769	105,846
419430	Developers - PY/Materal/Equipment	(891)	175,000	10,000	10,000
419510	RRB- Labor ST	591	200,000	75,000	30,000
429210	Collections & Liens	71,336	400,000	200,000	200,000
419610	RRB- Premium Labor ST	831	250,000	75,000	42,213
	Total Non-Operating Revenues	\$1,617,967	\$2,401,119	\$2,292,045	\$2,364,497

Water Utility Revenues

Other Non-Operating Revenues

Source Description

Other Non-Operating Revenues

Contributions 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.

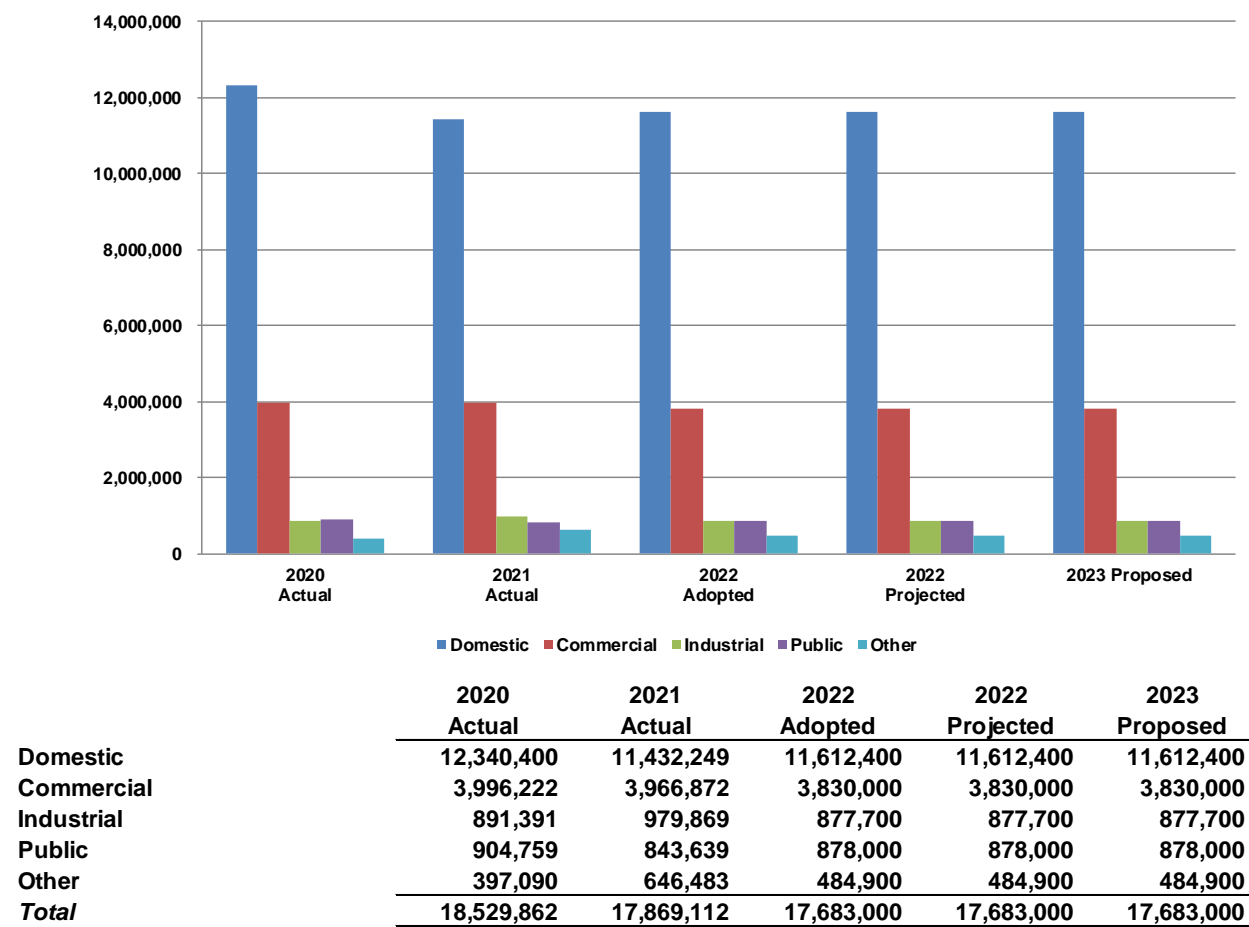
Budget Commentary

- A contribution of \$4,795,335 is anticipated for the proposed 2023 budget.

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>Contributions from Other Funds</u>				
413040	Contributions from Working Funds	-	1,400,000	800,000	800,000
440040	Fund Contributions	-	-	-	3,995,335
	Total	\$ -	\$ 1,400,000	\$ 800,000	\$ 4,795,335

Water Utility Revenues

Water Consumption by Customer Class (CCF)*



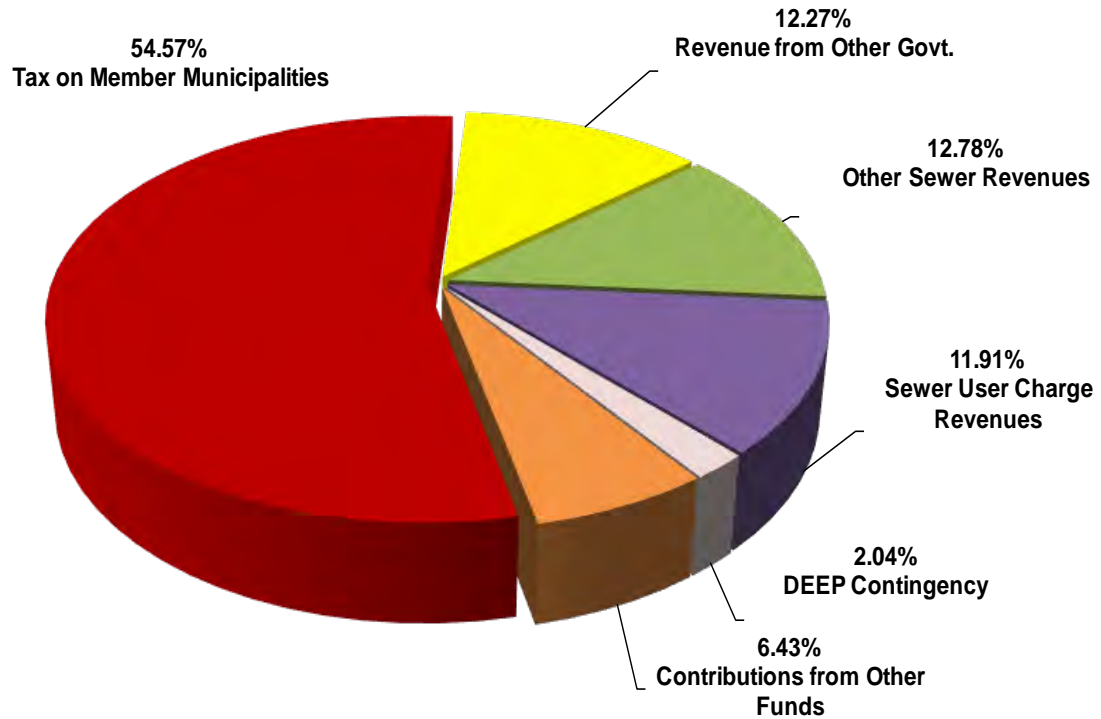
* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

Taxation
Other Government Agencies
Other Sewer Revenues
Sewer User Charge Revenues
Other Financing Sources

Sewer Revenues

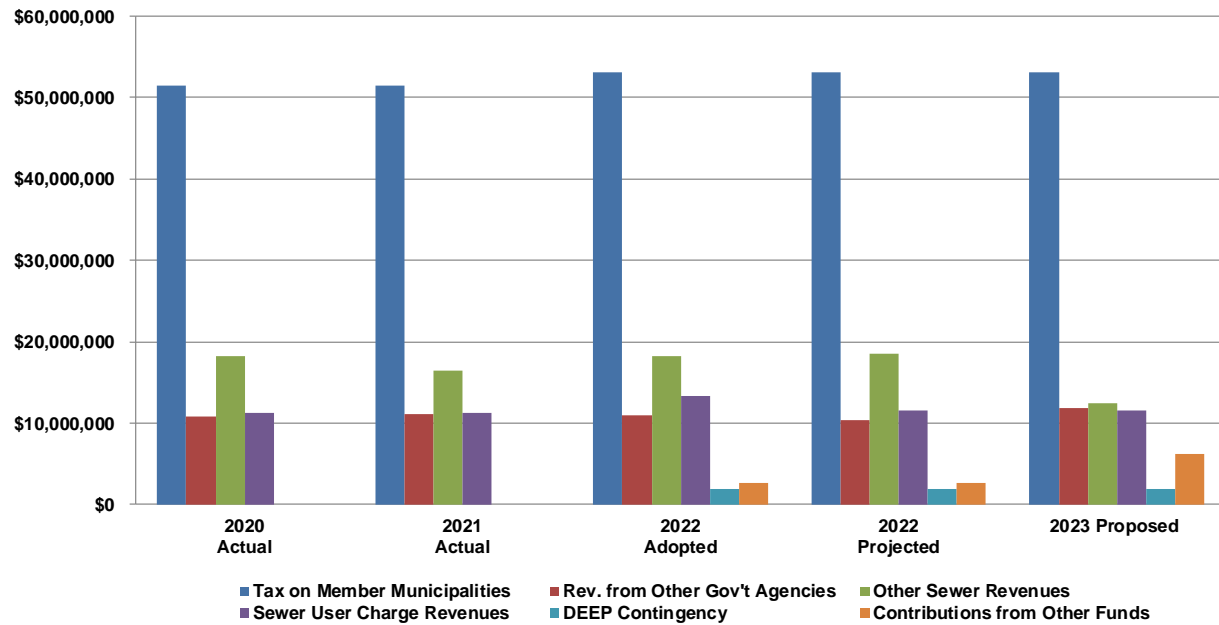
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$53,076,600	54.57%
Revenue from Other Govt. Agencies	11,931,000	12.27%
Other Sewer Revenues	12,429,321	12.78%
Sewer User Charge Revenues	11,584,900	11.91%
DEEP Contingency	1,980,000	2.04%
Contributions from Other Funds	6,252,829	6.43%
Total Revenues:	<u>\$97,254,650</u>	<u>100.00%</u>

Sewer Revenues

Five-Year Revenue Trend



	2020 Actual	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600
Rev. from Other Gov't Agencies	10,784,429	11,070,994	10,931,000	10,386,266	11,931,000
Other Sewer Revenues	18,317,780	16,426,081	18,212,000	18,574,424	12,429,321
Sewer User Charge Revenues	11,274,896	11,329,083	13,301,902	11,586,283	11,584,900
DEEP Contingency	-	-	1,980,000	1,980,000	1,980,000
Contributions from Other Funds	-	-	2,700,000	2,700,000	6,252,829
Total	\$91,852,805	\$90,301,858	\$100,201,502	\$98,303,573	\$97,254,650

Sewer Revenues

Tax on Member Municipalities

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 2023 will be equivalent to 50% of the total 2022 tax levy. This amount (when paid) will be subtracted from the total 2023 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

- The proposed Tax on Member Municipalities is unchanged from the levy adopted for 2022.

Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>OPERATING REVENUES</u>				
Member Municipalities	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600

Sewer Revenues

Other Government Agencies

Member Municipalities Tax History and 2023 Installment Schedule

Ad Valorem Budget	2019	2020	2021	2022	2023
Hartford	\$12,372,000	\$13,035,400	\$13,169,100	\$14,067,500	\$13,282,250
East Hartford	\$5,775,200	\$6,089,300	\$6,015,200	\$6,264,400	\$6,330,634
Newington	\$4,318,900	\$4,623,100	\$4,681,000	\$4,799,100	\$4,855,981
Wethersfield	\$3,979,400	\$4,240,800	\$4,214,100	\$4,252,500	\$4,331,957
Windsor	\$4,274,900	\$4,611,600	\$4,551,500	\$4,698,600	\$4,787,578
Bloomfield	\$3,488,600	\$3,879,300	\$3,808,100	\$3,868,400	\$3,895,216
Rocky Hill	\$2,909,600	\$3,144,100	\$3,171,200	\$3,206,800	\$3,349,312
West Hartford	\$11,034,500	\$11,852,100	\$11,865,500	\$11,919,300	\$12,243,672
Total	\$48,153,100	\$51,475,700	\$51,475,700	\$53,076,600	\$53,076,600

Tax % (3yr avg.)	2019	2020	2021	2022	2023
Hartford	25.69%	25.32%	25.58%	26.50%	25.02%
East Hartford	11.99%	11.83%	11.69%	11.80%	11.93%
Newington	8.97%	8.98%	9.09%	9.04%	9.15%
Wethersfield	8.26%	8.24%	8.19%	8.01%	8.16%
Windsor	8.88%	8.96%	8.84%	8.85%	9.02%
Bloomfield	7.24%	7.54%	7.40%	7.29%	7.34%
Rocky Hill	6.04%	6.11%	6.16%	6.04%	6.31%
West Hartford	22.93%	23.02%	23.05%	22.47%	23.07%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Installment Date	1/18/2023	4/19/2023	7/19/2023	10/18/2023	Total
Hartford	\$3,516,875	\$3,516,875	\$3,124,250	\$3,124,250	\$13,282,250
East Hartford	1,566,100	1,566,100	1,599,217	1,599,217	6,330,634
Newington	1,199,775	1,199,775	1,228,216	1,228,215	4,855,981
Wethersfield	1,063,125	1,063,125	1,102,853	1,102,854	4,331,957
Windsor	1,174,650	1,174,650	1,219,139	1,219,139	4,787,578
Bloomfield	967,100	967,100	980,508	980,508	3,895,216
Rocky Hill	801,700	801,700	872,956	872,956	3,349,312
West Hartford	2,979,825	2,979,825	3,142,011	3,142,011	12,243,672
Total	\$13,269,150	\$13,269,150	\$13,269,150	\$13,269,150	\$53,076,600

Note: These allocations are based on 3-year average tax receipts from each town. A weighted average is used to allocate the total Ad Valorem to be collected. West Hartford and East Hartford have not provided tax abatement information for 2019, 2020, 2021, as a result, the above allocation charts are preliminary.

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 discharging transported non-domestic wastewater delivered to WPC.
- *Household Hazardous Waste Disposal*: fees charged for providing household hazardous waste collection services to non-member towns.

Budget Commentary

Revenue from Other Government Agencies proposed for 2023 is \$11,931,000, an increase of \$1,000,000 or 9.1% over the level adopted for 2022.

- The increase is driven by a \$1,000,000 rise in *Sludge Services*.

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>OTHER GOVERNMENT AGENCIES</u>				
421210	IGR-Sludge Services	\$6,225,537	\$5,000,000	\$5,536,400	\$6,000,000
421220	IGR-Liquid Waste Discharge	4,818,866	5,900,000	4,818,866	5,900,000
421230	IGR-Hazardous Waste	26,591	31,000	31,000	31,000
	Total	<u>\$11,070,994</u>	<u>\$10,931,000</u>	<u>\$10,386,266</u>	<u>\$11,931,000</u>

Note: *IGR -Liquid Waste Discharge* is now being shown as part of *Other Government Agencies* category rather than *Other Sewer Revenues*. This will enable the Budget document and the Annual Comprehensive Financial Report to be in balance within reporting categories.

Sewer Revenues

Other Sewer Revenues

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 renting 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 2023 are proposed to be \$12,276,321, a decrease of \$5,895,679 or 32.4% from the level adopted for 2022.

- The decrease is primarily driven by completing the phaseout of the \$5.3M *PMU Overhead*.

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
<u>OTHER SEWER REVENUES</u>					
411010	Septage Fees	\$1,356,422	\$1,114,800	\$1,463,700	\$950,000
411020	Fog Fees	234,165	236,000	236,000	236,000
417830	Sewer Customer Service Charge	7,556,272	9,869,800	9,446,611	9,869,800
419400	Bill Jobs	13,991	10,000	13,990	20,000
419430	Developers - PY/Materal/Equipment	(366)	576,000	576,000	575,000
419510	RRB-Equipment	36,306	210,000	210,000	15,000
419540	RRB-Labor ST	4,337	50,000	50,000	21,515
419550	RRB- Contracts	23,972	-	124,335	60,000
419610	RRB-Lbr Add & Ovrhd	51,086	310,000	310,000	21,106
423300	Rental Revenue	134,564	153,800	153,800	153,800
429200	Rebates & Reimbursements	375,227	50,000	355,128	50,000
429210	Collections & Liens	-	100	100	100
429230	Returned Check Fees	-	-	(240)	-
429260	Legal Recovery	28,000	-	-	-
431100	Fines and Penalties	3,000	-	3,500	3,500
431210	Misc Revenue	72,159	150,000	150,000	150,000
431230	Vendor Discount Revenue	6,243	500	500	500
431240	Sale Of Material & Equipment	209,255	150,000	150,000	150,000
431250	PMU Overhead	6,291,000	5,291,000	5,291,000	-
	Total	\$16,395,633	\$18,172,000	\$18,534,424	\$12,276,321
<u>INVESTMENT INCOME</u>					
423100	Interest Income - Investments	30,448	40,000	40,000	153,000
	Total	\$30,448	\$40,000	\$40,000	\$153,000

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 \$11,584,900, a decrease of \$1,717,002 or 12.9% below the revenue level adopted for 2022.

- Primarily driven by a decrease in *User Charges: Tax Exempt*, offset by *High Flow Users (Net of Reserves)*.

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>SEWER USER REVENUE</u>				
(1)	High Flow Users (Net of Reserves)	1,565,473	1,195,402	2,390,364	1,700,000
415020	User Charges: Tax Exempt	5,985,708	8,536,900	6,637,542	6,360,000
415110	User Charges: High Strength	577,802	770,000	577,802	600,000
415010	SUC-Town of Farmington	161,184	166,200	166,200	184,700
415010	SUC-Town of South Windsor	15,445	15,900	15,900	17,700
415010	SUC-Town of Manchester	167,838	180,000	180,000	180,000
415010	Town of Cromwell	11,599	11,700	11,700	11,700
415030	User Charges: Bradley/E Granby	1,591,355	1,280,800	834,554	1,280,800
415040	User Charges: Deep/Landfill Discharge Fees	-	120,000	120,000	-
415050	User Charges: Customer Service Charge	-	25,000	2,785	-
429220	Late Payment Charge	1,252,679	1,000,000	649,436	1,250,000
	Total	\$11,329,083	\$13,301,902	\$11,586,283	\$11,584,900

Sewer Revenues

Other Financing Sources

Source Description

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

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

Budget Commentary

- The contributions from the *Hydroelectric Fund* and *Internal Service Fund* support the 2023 proposed budget.

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
440040	Contributions (to) from Other Funds	-	-	-	6,252,829
	Fund Contributions	-	-	-	6,252,829
	Total	\$ -	\$ -	\$ -	\$ 6,252,829

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 remains the same for 2023 and surplus funds were reduced to support the 2023 budget.

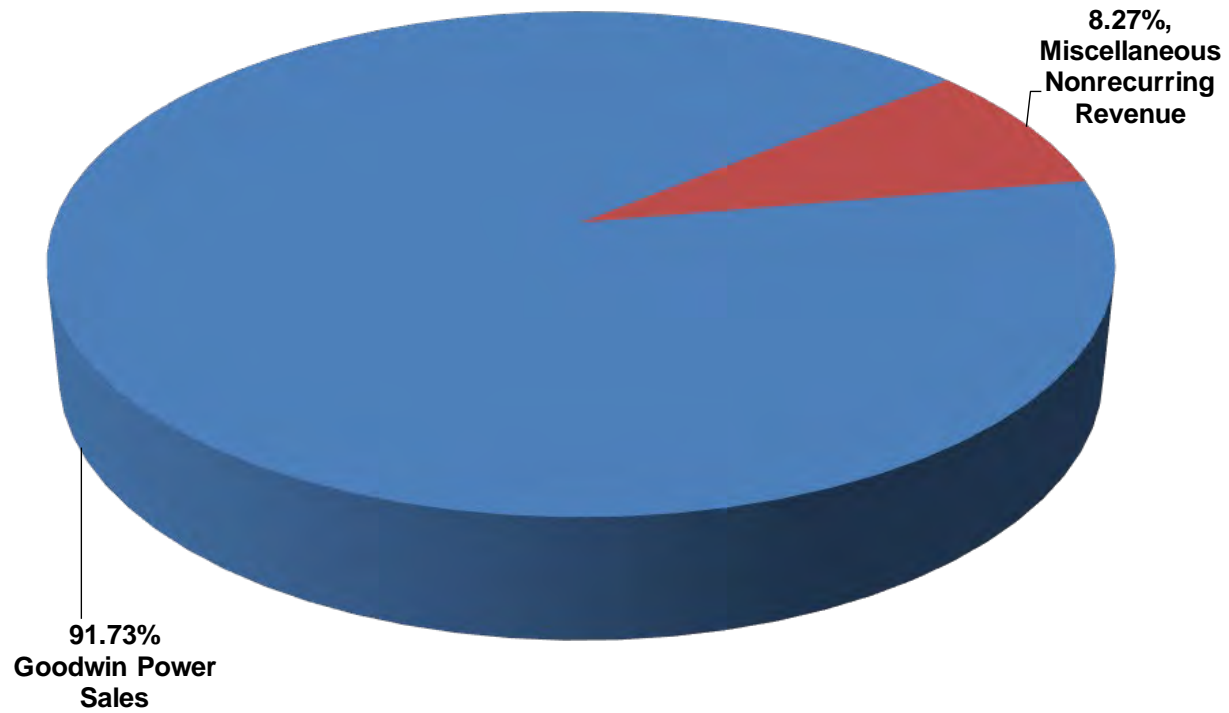
Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
440020	DEEP Contingency	-	1,980,000	1,980,000	1,980,000
431260	Designated from Surplus	-	2,700,000	2,700,000	-
	Total	\$ -	\$ 4,680,000	\$ 4,680,000	\$ 1,980,000

Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales

Hydroelectric Revenues

Revenue Breakdown



Fund

Goodwin Power Sales

Miscellaneous Nonrecurring Revenue

Total Revenues:

Revenue

\$1,168,500

105,350

\$1,273,850

Percentage

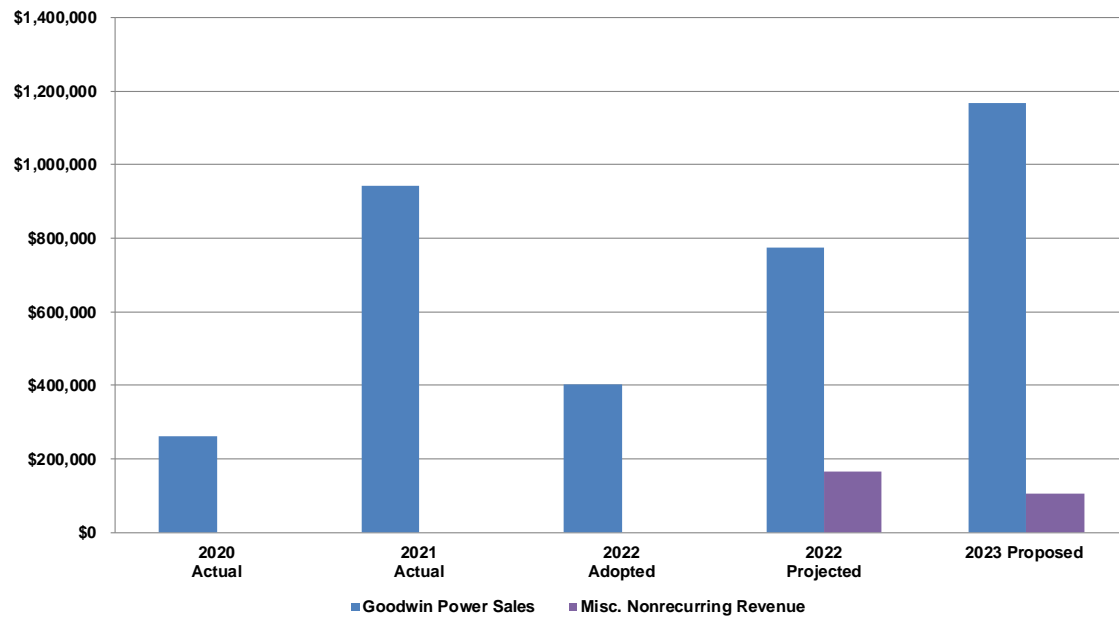
91.73%

8.27%

100.00%

Hydroelectric Revenues

Five-Year Revenue Trend



	2020 Actual	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Goodwin Power Sales	\$260,900	\$941,491	\$403,700	\$774,881	\$1,168,500
Misc. Nonrecurring Revenue	-	-	-	166,610	105,350
Total	\$260,900	\$941,491	\$403,700	\$941,491	\$1,273,850

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 West Branch (Colebrook) Hydroelectric power facilities; interest earned from the investment of available cash; surplus funds (if available) designated to support the expenditure budget and other miscellaneous nonrecurring revenue consisting of capacity revenue for Goodwin and West Branch. In 2020 The District ceased operating the West Branch Hydroelectric Power Facility and no longer generates revenue from the facility.

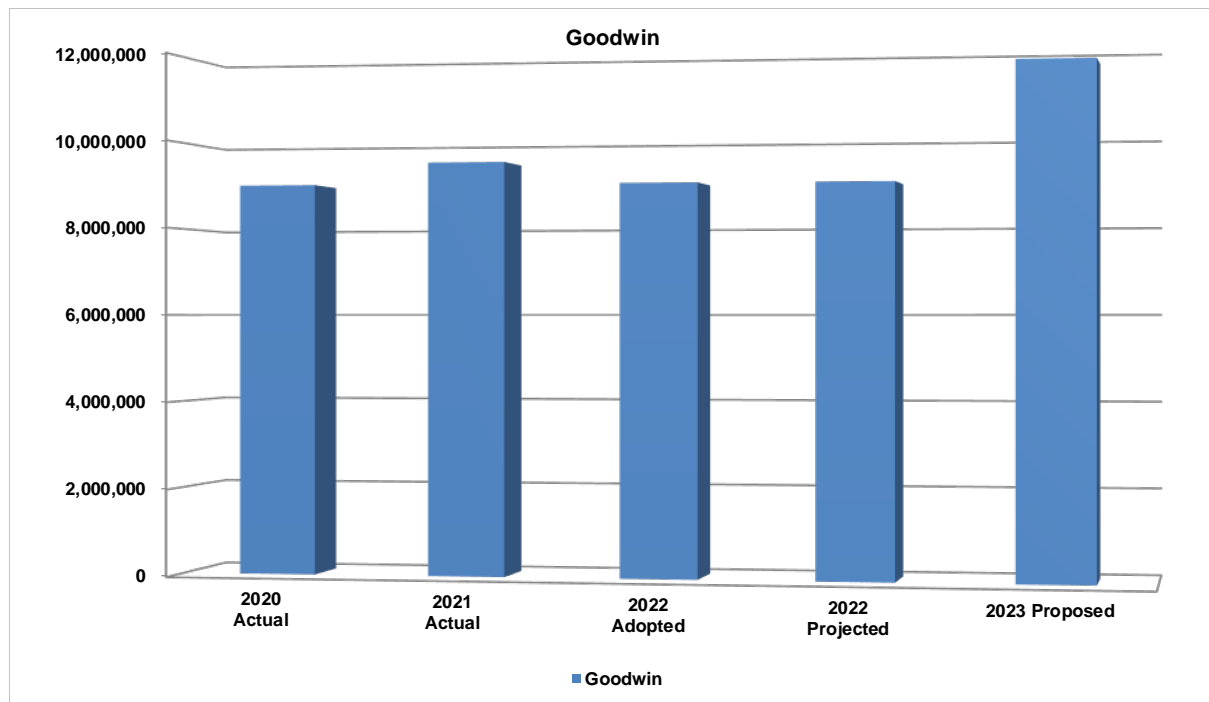
Budget Highlights

The 2023 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 \$1,273,850, increased by \$870,150 or 215.5% from the level adopted for 2022. The increase in revenue is expected based on historical averages.

Commitment Item	Description	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
	<u>HYDROELECTRIC REVENUES</u>				
	Power Sales				
418010	Goodwin Power Sales	\$941,491	\$403,700	\$774,881	1,168,500
418010	West Branch Power Sales	-	-	-	-
	Miscellaneous Nonrecurring Revenue	-	-	166,610	105,350
	Total Revenues	\$941,491	\$403,700	\$941,491	1,273,850

Hydroelectric Revenues

Power Generation by Kilowatt Hours



	2020 Actual	2021 Actual	2022 Adopted	2022 Projected	2023 Proposed
Goodwin	9,000,000	9,500,000	9,000,000	9,000,000	11,700,000

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.