

# 2024

## Proposed Annual Budget



**The Metropolitan District**  
Hartford, CT

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# Operating Budget Summary



# Operating Budget Summary

## Revenue & Expenditure Summary - Total

The District's proposed budget for 2024 totals \$213,497,299, a \$8,751,832 or a 4.3% increase from the prior year's appropriation to support the District's operations and programs. The following table summarizes the proposed 2024 operating revenues and expenditures. The total number of authorized positions in the District has increased by two, bringing the total to 399.

	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Water Revenues</u></b>					
Sale of Water	96,552,254	91,459,085	91,388,900	(70,185)	
Other Operating Revenue	8,494,100	8,871,900	9,278,912	407,012	
Subtotal Operating Revenue	105,046,354	100,330,985	100,667,812	336,827	0.3%
Non-Operating Revenues	2,401,119	2,364,497	8,242,422	5,877,925	
Contributions from Other Funds	1,400,000	4,795,335	1,920,920	(2,874,415)	
Subtotal Non-Operating Revenue	3,801,119	7,159,832	10,163,342	3,003,510	41.9%
<b>Total Water Revenues</b>	<b>108,847,473</b>	<b>107,490,817</b>	<b>110,831,154</b>	<b>3,340,337</b>	<b>3.1%</b>
<b><u>Sewer Revenues</u></b>					
Tax on Member Municipalities	53,076,600	53,076,600	53,076,600	-	
Revenue for Other Gov't Agencies	10,931,000	11,931,000	12,431,000	500,000	
Other Sewer Revenues	18,212,000	12,429,321	13,241,677	812,356	
Sewer User Charge Revenues	13,301,902	11,584,900	12,062,066	477,166	
Subtotal Operating Revenue	95,521,502	89,021,821	90,811,343	1,789,522	2.0%
DEEP Contingency	1,980,000	1,980,000	1,980,000	-	
Contributions from Other Funds	2,700,000	6,252,829	9,874,802	3,621,973	
Subtotal Non-Operating Revenue	4,680,000	8,232,829	11,854,802	3,621,973	
<b>Total Sewer Revenues</b>	<b>100,201,502</b>	<b>97,254,650</b>	<b>102,666,145</b>	<b>5,411,495</b>	<b>5.6%</b>
<b>Total Water and Sewer Revenues</b>	<b>\$209,048,975</b>	<b>\$204,745,467</b>	<b>\$213,497,299</b>	<b>\$8,751,832</b>	<b>4.3%</b>
<b><u>Expenditures</u></b>					
District Board	525,500	525,500	562,075	36,575	
Executive Office	3,073,067	3,222,283	3,179,426	(42,857)	
Legal	1,475,670	1,504,634	1,596,601	91,967	
Administrative Office	994,406	656,660	783,923	127,263	
Finance	6,024,159	6,188,714	6,471,325	282,611	
Information Technology	8,874,980	9,335,328	9,465,630	130,302	
Engineering and Planning	1,093,132	1,073,777	865,618	(208,159)	
Water Treatment & Supply	8,101,154	9,292,383	9,219,496	(72,887)	
Water Pollution Control	20,573,002	21,537,206	20,373,122	(1,164,084)	
Laboratory Services	1,579,554	1,579,289	1,576,529	(2,760)	
Maintenance	12,485,281	12,707,413	13,096,991	389,578	
Operating Office	765,354	871,442	513,341	(358,101)	
Environment, Health & Safety	980,718	1,013,244	1,031,899	18,655	
Command Center	4,419,995	6,059,793	6,618,317	558,524	
Operations	13,074,234	14,194,647	15,385,397	1,190,750	
Patrol	1,470,957	1,453,642	1,336,903	(116,739)	
Debt Service	69,016,800	74,427,401	82,338,486	7,911,085	
Employee Benefits	37,216,674	26,065,489	25,816,964	(248,525)	
General Insurance	6,230,238	2,229,737	2,446,236	216,499	
Taxes and Fees	3,810,500	3,810,500	3,810,500	-	
Special Agr. and Programs	5,283,600	5,016,385	5,028,520	12,135	
Contingencies	1,980,000	1,980,000	1,980,000	-	
<b>Total Water and Sewer Expenditures</b>	<b>\$209,048,975</b>	<b>\$204,745,467</b>	<b>\$213,497,299</b>	<b>\$8,751,832</b>	<b>4.3%</b>
<b><u>Authorized Positions</u></b>					
Chief Executive Office	19	19	18	(1)	
Administration	66	65	67	2	
Operating Office	306	313	314	1	
<b>Total Authorized Positions</b>	<b>391</b>	<b>397</b>	<b>399</b>	<b>2</b>	<b>0.5%</b>

# Operating Budget Summary

## Revenue & Expenditure Summary - Water

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

	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>WATER REVENUES</u></b>					
Sale of Water	\$96,552,254	\$91,459,085	\$91,388,900	(\$70,185)	
Other Operating Revenues	8,494,100	8,871,900	9,278,912	407,012	
Total Operating Revenues	105,046,354	100,330,985	100,667,812	336,827	0.3%
Non-Operating Revenues	2,401,119	2,364,497	8,242,422	5,877,925	
Contributions from Other Funds	1,400,000	4,795,335	1,920,920	(2,874,415)	
Total Other Revenues	3,801,119	7,159,832	10,163,342	3,003,510	41.9%
Total Water Revenues	\$108,847,473	\$107,490,817	\$110,831,154	3,340,337	3.1%

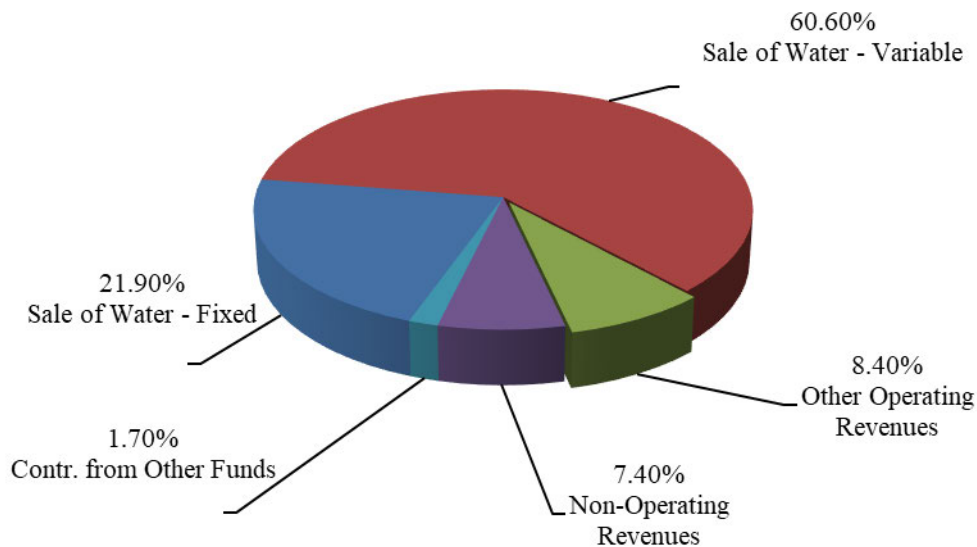
Expenses (by major object)	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
Debt	\$33,741,600	\$38,079,321	\$40,378,651	\$2,299,330	6.0%
Payroll Related	46,067,758	41,702,295	42,570,957	868,662	2.1%
Materials From Stock	993,930	1,153,970	1,766,880	612,910	53.1%
Outside & Consultant Services	2,393,462	2,413,648	2,631,272	217,624	9.0%
Insurance	3,666,743	1,266,436	1,396,337	129,901	10.3%
Chemicals	1,283,520	2,178,800	2,269,833	91,033	4.2%
Taxes and Fees	3,810,500	3,810,500	3,810,500	-	0.0%
Collection Services	569,300	375,484	375,000	(484)	-0.1%
Maintenance	3,344,779	3,591,095	3,531,482	(59,613)	-1.7%
Legal Services	361,700	291,250	231,250	(60,000)	-20.6%
General Operations	7,136,814	7,524,616	7,368,348	(156,268)	-2.1%
Special Agrmts and Programs	3,316,000	2,824,537	2,603,003	(221,534)	-7.8%
Utilities	2,161,367	2,278,865	1,897,641	(381,224)	-16.7%
Total	\$108,847,473	\$107,490,817	\$110,831,154	\$3,340,337	3.1%

# Operating Budget Summary

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## Revenues: Water

The following chart shows the percentage breakdown for Water Revenues' 2024 Budget.



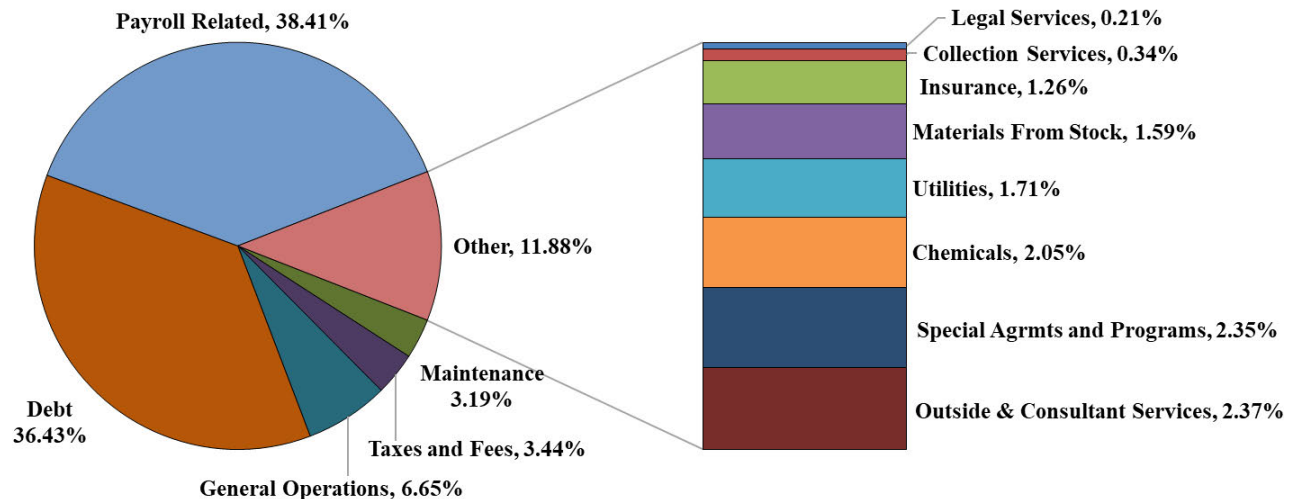
**Water: Increase of \$3,340,337 or 3.1% above the prior year's appropriation.**

- **Sale of Water:** The reduction of \$70,185 in revenue is primarily attributed to the shift in the overall composition of meter sizes.
- **Other Operating Revenues:** The increase of \$407,012 is a result of increased *Water Billing Penalties* and *Hydrant Maintenance*.
- **Non-Operating Revenues:** An increase of \$5,877,925 is attributed to the rise in revenue from *Interest Income*, *Resource Related Billings* and the realignment and reduction of various other revenue sources: *Recreational Sales*, *Rental Revenue*, *Vendor Discount Revenue* and *Resource Related Billing – Equipment*.
- **Contributions from Other Funds:** The use of fund balance decreased by \$2,874,415.

# Operating Budget Summary

## Expenditures: Water

The following chart shows the percentage breakdown for Water Expenditures' 2024 Budget.



**Water: Increase of \$3,340,593 or 3.1% above the prior year's appropriation.**

- **Debt:** Increased by \$2,299,330 or 6.0% in the 2024 budget as a result of bonding activity.
- **Payroll Related:** A net increase of \$868,662 or 2.1% above the prior year reflects increment and cost of living increases for eligible employees and an increase in headcount.
- **Materials From Stock:** The increase of \$612,910, which represents a 53.1% rise, is attributed to the increase in commodity prices.
- **Outside & Consultant Services:** A net increase of \$217,624 or 9.0% is largely due to the implementation of Advanced Meter Infrastructure (AMI) on CNG's fixed network.
- **Insurance:** An increase of \$129,901 or 10.3% reflects current market rates.
- **Chemicals:** Are increasing by \$91,033 or 7.1% to reflect the rise in commodity prices.
- **Collections Services:** A decrease of \$484, or 0.1% reflects anticipated spend.
- **Maintenance:** A decrease of \$59,613 or 1.7% below the prior year's appropriation.
- **Legal Services:** Are decreasing by \$60,000 or 20.6% to align with historical spend.
- **General Operations:** A decrease of \$156,268 or 2.1% below the prior year's appropriation.
- **Special Agreements & Programs:** Will decrease by \$221,534 or 7.8% below the prior year's appropriation primarily driven by a reduction in *Meter Services* and *Dues & Memberships*.
- **Utilities:** Are decreasing by \$381,224 or 16.7% to reflect anticipated spend in 2024.

# Operating Budget Summary

## Revenue & Expenditure Summary - Sewer

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

	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b>SEWER REVENUES</b>					
Tax on Member Municipalities	\$53,076,600	\$53,076,600	\$53,076,600	-	
Revenue from Other Govt. Agencies	10,931,000	11,931,000	12,431,000	500,000	
Other Sewer Revenues	18,212,000	12,429,321	13,241,677	812,356	
Sewer User Revenues	13,301,902	11,584,900	12,062,066	477,166	
Total Operating Revenues	95,521,502	89,021,821	90,811,343	1,789,522	2.0%
DEEP Contingency	1,980,000	1,980,000	1,980,000	-	
Contributions from Other Funds	2,700,000	6,252,829	9,874,802	3,621,973	
Total Other Revenues	4,680,000	8,232,829	11,854,802	3,621,973	44.0%
Total Sewer Revenues	\$100,201,502	\$97,254,650	\$102,666,145	\$5,411,495	5.6%

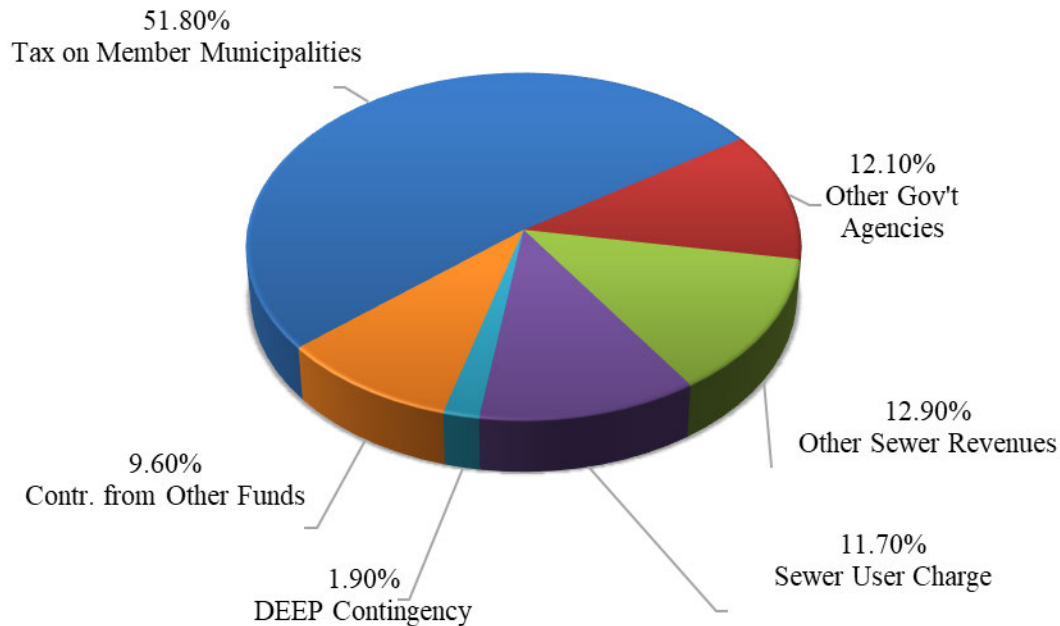
	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b>Expenses (by major object)</b>					
Debt	\$34,866,500	\$36,148,080	\$41,844,835	\$5,696,755	15.8%
Payroll Related	35,871,650	32,059,542	32,941,685	882,143	2.8%
Materials From Stock	1,280,570	1,362,030	1,779,620	417,590	30.7%
Special Agrmts and Programs	1,398,300	1,816,364	2,050,517	234,153	12.9%
Insurance	2,444,495	844,301	930,899	86,598	10.3%
Outside & Consultant Services	1,595,738	1,590,352	1,672,928	82,576	5.2%
Contingencies	1,980,000	1,980,000	1,980,000	-	0.0%
General Operations	5,191,315	5,512,211	5,506,967	(5,244)	-0.1%
Legal Services	447,000	283,750	258,750	(25,000)	-8.8%
Maintenance	3,156,721	3,363,505	3,326,168	(37,337)	-1.1%
Nitrogen Credits	880,200	680,000	575,000	(105,000)	-15.4%
Chemicals	1,559,580	1,867,500	1,555,267	(312,233)	-16.7%
Utilities	9,529,434	9,747,015	8,243,509	(1,503,506)	-15.4%
Total	\$100,201,502	\$97,254,650	\$102,666,145	\$5,411,495	5.6%

# Operating Budget Summary

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## Revenues: Sewer

The following chart shows the percentage breakdown for Sewer Revenues' 2024 Budget.



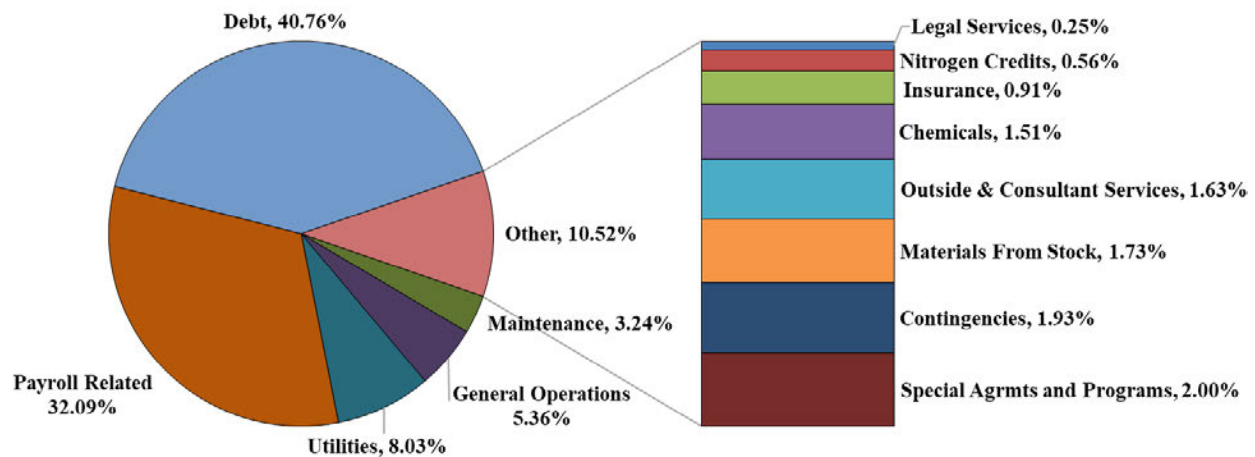
**Sewer: Increase of \$5,411,495 or 5.6% above the prior year's appropriation.**

- **Tax on Member Municipalities:** Is unchanged from the prior year's appropriation. 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:** An increase of \$500,000 or 4.2% is a result of increased activity in Sludge Services.
- **Other Sewer Revenues:** An overall increase of \$812,356 or 6.5% is primarily driven by the increase in *Interest Income – Investments*, *Sewer Customer Service Charges*, and *Rebates & Reimbursements*, offset by a decrease in *Developers - PY/Materal/Equipment*.
- **Sewer User Charges:** *Late Payment Charges* drove a 4.1% increase, resulting in a \$477,166 rise. The sewer user rate will remain unchanged at \$5.90 per CCF for 2024.
- **Contributions from Other Funds:** An increase of \$3,621,973 is anticipated to support sewer operations.

# Operating Budget Summary

## Expenditures: Sewer

The following chart shows the percentage breakdown for Sewer Expenditures' 2024 Budget.



**Sewer: Increase of \$5,411,239 or 5.6% above the prior year's appropriation.**

- **Debt:** An increase of \$5,696,755 or 15.8% driven by anticipated bond activity.
- **Payroll Related:** An overall increase of \$882,143 or 2.8% above the prior year is driven by increment and cost of living increases for eligible employees and increased headcount.
- **Materials From Stock:** Increased by \$417,590 or 30.7% is attributed to the increase in commodity prices.
- **Special Agreements & Programs:** Will increase by \$234,153 or 12.9% above the prior year's adopted levels primarily driven by increases in *Mattabassett*, *New Britain*, and *Berlin*.
- **Insurance:** Increasing by \$86,598 or 10.3% to reflect current market rates.
- **Outside & Consultant Services:** A net increase of \$82,576 or 5.2% is largely due to the implementation of Advanced Meter Infrastructure (AMI) on CNG's fixed network
- **Contingencies:** Are unchanged from the prior year's appropriation.
- **General Operations:** An overall decrease in various allotments of \$5,244 or 0.1% below the prior year's appropriation.
- **Legal Services:** Are decreasing by \$25,000 or 8.8% to align with historical spend.
- **Maintenance:** A decrease of \$37,337 or 1.1% below the prior year's appropriation.
- **Nitrogen Credits:** Are projected to decrease by \$105,000 or 15.4%, based on prior-year weather conditions and the Department of Energy and Environmental Protection rates for the DEEP Nitrogen Credit Program, which addresses nitrogen levels discharged into Long Island Sound.
- **Chemicals:** Are decreasing by \$312,233 or 16.7% to reflect anticipated spend in 2024.
- **Utilities:** Are decreasing by \$1,503,506 or 15.4% to reflect anticipated spend in 2024.

# Operating Budget Summary

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## 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 ACFR; 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.



# Operating Budget Revenues

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# Operating Budget Revenues

## Revenue Summary

	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>WATER REVENUES</u></b>					
Sale of Water	\$96,552,254	\$91,459,085	91,388,900	(70,185)	
Other Operating Revenues	8,494,100	8,871,900	9,278,912	407,012	
Total Operating Revenues	105,046,354	100,330,985	100,667,812	336,827	0.3%
Non-Operating Revenues	2,401,119	2,364,497	8,242,422	5,877,925	
Contributions from Other Funds	1,400,000	4,795,335	1,920,920	(2,874,415)	
Total Other Revenues	3,801,119	7,159,832	10,163,342	3,003,510	41.9%
Total Water Revenues	\$108,847,473	\$ 107,490,817	\$ 110,831,154	3,340,337	3.1%
<b><u>SEWER REVENUES</u></b>					
Tax on Member Municipalities	\$53,076,600	\$53,076,600	\$53,076,600	-	
Revenue from Other Govt. Agencies	10,931,000	11,931,000	12,431,000	500,000	
Other Sewer Revenues	18,212,000	12,429,321	13,241,677	812,356	
Sewer User Revenues	13,301,902	11,584,900	12,062,066	477,166	
Total Operating Revenues	95,521,502	89,021,821	90,811,343	1,789,522	2.0%
DEEP Contingency	1,980,000	1,980,000	1,980,000	-	
Contributions from Other Funds	2,700,000	6,252,829	9,874,802	3,621,973	
Total Other Revenues	4,680,000	8,232,829	11,854,802	3,621,973	44.0%
Total Sewer Revenues	\$100,201,502	\$97,254,650	\$102,666,145	\$5,411,495	5.6%
Total Water and Sewer Revenues	\$209,048,975	\$ 204,745,467	\$ 213,497,299	\$8,751,832	4.3%

# Operating Budget Revenues

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## Description of Revenue Services

### Water Utility

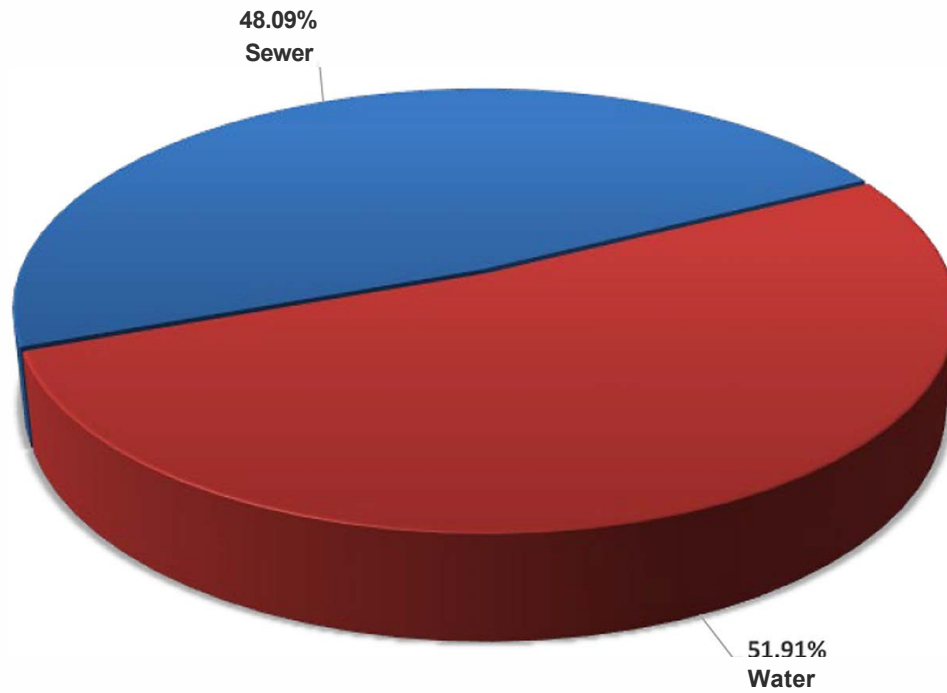
*Water Revenues, Non-Operating Revenue* and *Other Financing Sources* provide funds for a share of the general administration of the District and the operation and maintenance of the District's water supply, treatment, and distribution facilities and equipment. The primary source of water revenue is attributed to approximately 400,000 customers with 100,481 water connections in the District's service area.

### Sewer

*Sewer Revenues, Operating 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.

# Operating Budget Revenues

## Revenue Breakdown



Fund  
Sewer  
Water

Revenue  
\$102,666,145  
110,831,154  
\$213,497,299

Percentage  
48.09%  
51.91%  
100.00%

## **Operating Budget Revenues**

---

### **Revenue Appropriations**

#### **Water Revenues**

##### **Operating Revenues**

<b>Sale of Water</b>	<b>\$ 91,388,900</b>
<b>Other Operating Revenues</b>	<b>9,278,912</b>
<b>Subtotal Operating Revenues</b>	<b>100,667,812</b>

<b>Non-Operating Revenues</b>	<b>8,242,422</b>
-------------------------------	------------------

##### **Other Financing Sources**

<b>Contributions from Other Funds</b>	<b>1,920,920</b>
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<b>Total Source of Revenues – Water Operations</b>	<b>\$ 110,831,154</b>
--	-----------------------

#### **Sewer Revenues**

##### **Operating Revenues**

<b>Tax on Member Municipalities</b>	<b>\$ 53,076,600</b>
<b>Revenue from Other Government Agencies</b>	<b>12,431,000</b>
<b>Other Sewer Revenues</b>	<b>13,241,677</b>
<b>Sewer User Charge Revenues</b>	<b>12,062,066</b>
<b>Subtotal Operating Revenues</b>	<b>90,811,343</b>

##### **Other Financing Sources**

<b>DEEP Contingency</b>	<b>1,980,000</b>
<b>Contributions from Other Funds</b>	<b>9,874,802</b>
<b>Subtotal Other Financing Sources</b>	<b>11,854,802</b>

<b>Total Source of Revenues – Sewer Operations</b>	<b>\$ 102,666,145</b>
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<b>Total Source of Revenues</b>	<b>\$ 213,497,299</b>
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## **Water Utility Revenues**

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

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# Operating Budget Revenues

## Water Utility - Summary

### Description

Water Utility revenue is divided into four categories: Sale of Water, Other Operating Revenues, Non-Operating Revenues, and Contributions from Other Funds.

### Budget Commentary

The Water Utility revenues budget for 2024 totals \$110,831,154, an increase of \$3,340,337 or 3.1% above the prior year's appropriation.

The total Operating Revenues, including *Sale Of Water* and *Other Operating Revenues*, increased by \$336,827 or 0.3% compared to the prior year's appropriation.

The total Non-Operating Revenues, including Non-Operating Revenues and *Contributions from Other Funds*, increased by \$3,003,510 or 41.9% compared to the prior year's appropriation.

Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>OPERATING REVENUES</u></b>					
Sale of Water	\$96,552,254	\$91,459,085	\$91,388,900	(70,185)	
Other Operating Revenues	8,494,100	8,871,900	9,278,912	407,012	
Total Operating Revenues	105,046,354	100,330,985	100,667,812	336,827	0.3%
<b><u>NON-OPERATING REVENUES</u></b>					
Non-Operating Revenues	\$2,401,119	\$2,364,497	\$8,242,422	\$5,877,925	
Contributions from Other Funds	1,400,000	4,795,335	1,920,920	(2,874,415)	
Total	3,801,119	7,159,832	10,163,342	3,003,510	41.9%
Total Operating Revenues	\$108,847,473	\$107,490,817	\$110,831,154	\$3,340,337	3.1%

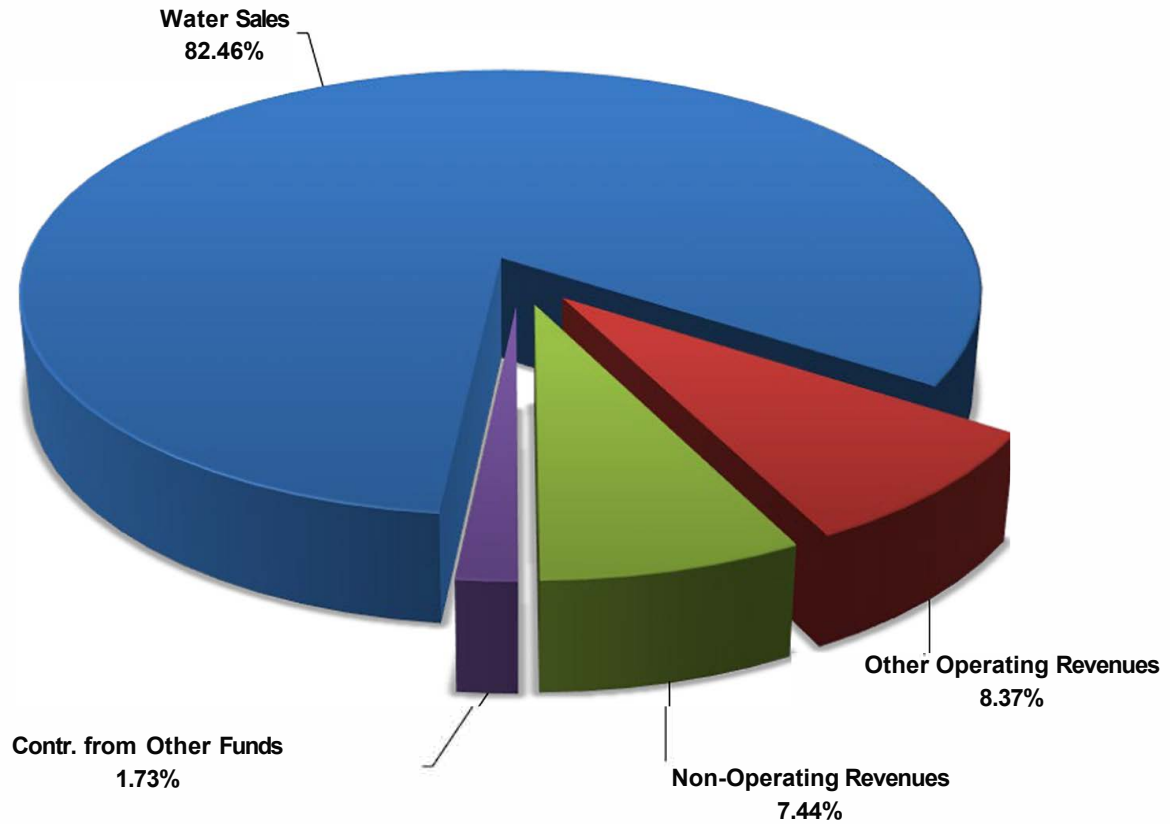
# Operating Budget Revenues

## Water Utility - Summary

	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>WATER REVENUES</u></b>				
Sale of Water	\$97,072,579	\$95,136,557	\$96,968,253	\$91,111,226
Other Operating Revenues	6,732,129	8,350,089	8,976,481	9,080,329
Total Operating Revenues	103,804,708	103,486,646	105,944,734	100,191,555
Non-Operating Revenues	2,102,599	1,571,064	3,983,938	5,787,896
Contributions from Other Funds	-	-	-	4,795,335
Total Other Revenues	2,102,599	1,571,064	3,983,938	10,583,231
Total Water Revenues	\$105,907,307	\$105,057,710	\$109,928,672	\$ 110,774,786

# Operating Budget Revenues

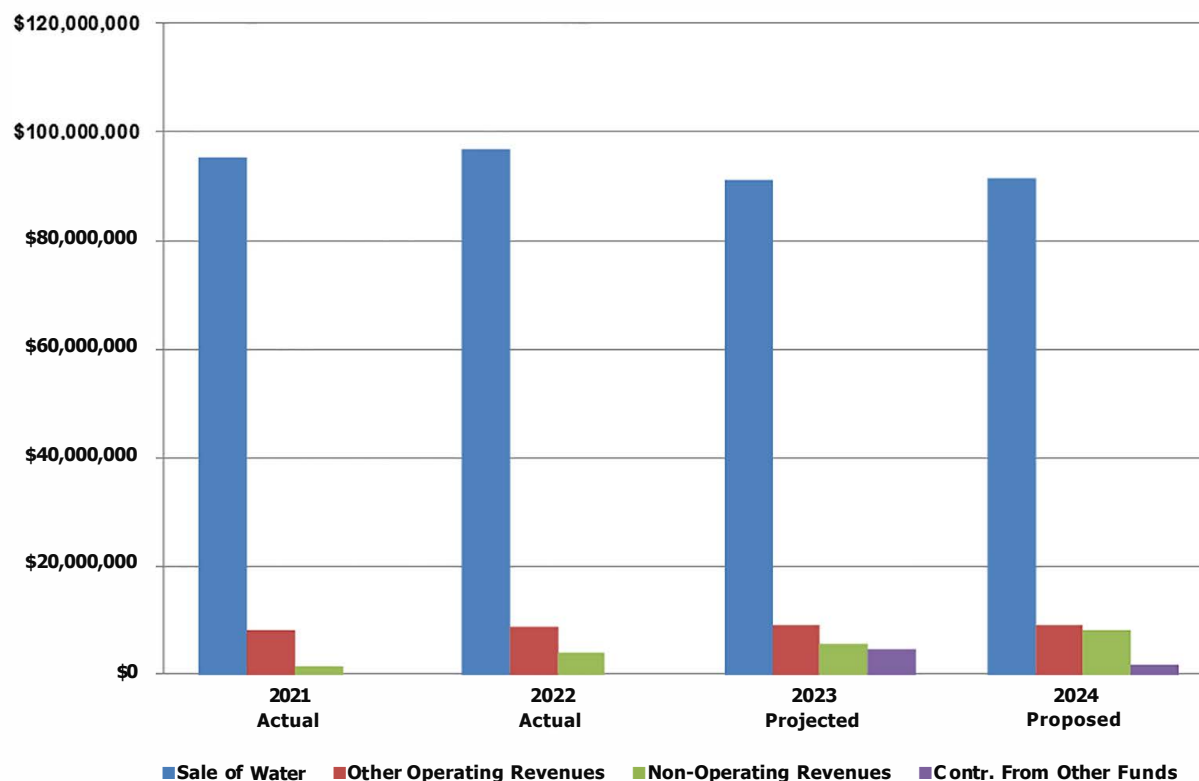
## Water Utility - Sources of Revenue



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$91,388,900	82.46%
Other Operating Revenues	9,278,912	8.37%
Non-Operating Revenues	8,242,422	7.44%
Contr. from Other Funds	1,920,920	1.73%
Total Revenues:	<u>\$110,831,154</u>	<u>100.00%</u>

# Operating Budget Revenues

## Water Utility - Revenue History



	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Sale of Water	\$95,136,557	\$96,968,253	\$91,111,226	\$91,388,900
Other Operating Revenues	8,350,089	8,976,481	9,080,329	9,278,912
Non-Operating Revenues	1,571,064	3,983,938	5,787,896	8,242,422
Contr. From Other Funds	-	-	4,795,335	1,920,920
	<b>\$105,057,710</b>	<b>\$109,928,672</b>	<b>\$110,774,786</b>	<b>\$110,831,154</b>

# Operating Budget Revenues

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## Water Utility - Sale of Water & Other Operating Revenues

### Source Description

**Sale of Water:** is comprised of *Customer Service Charge*, *General Surcharge*, and *Water Use Charge*. This category classification 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 *Cross-Connections/Backwater Fee* for minor or incidental services and materials provided by the District.

### Budget Commentary

Operating Revenue totals \$100,667,812, an increase of \$336,827 or 0.3% above the prior year's appropriation. It consists of two components: *Sale of Water* and *Other Operating Revenue*.

*Sale of Water* totals \$91,388,900, a decrease of \$70,185 or 0.1% below prior year's appropriation. The decrease is attributed to the shift in the overall composition of meter sizes related to the Capital Improvement Surcharge for non-member towns. Overall, consumption is unchanged from the 2023 assumption of 17.7M CCF.

*Other Operating Revenues* are \$9,278,912, an increase of \$407,012 or 4.6% above the prior year's appropriation, primarily driven by the increase in *Water Billing Penalties* and *Hydrant Maintenance Fees*.



# Operating Budget Revenues

## Water Utility - Sale of Water & Other Operating Revenues

Commitment Item Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>SALE OF WATER</u></b>					
<b><u>SERVICE CHARGES</u></b>					
(1) Domestic	\$20,679,600	\$20,678,100	\$20,607,900	(\$70,200)	
(2) Commercial	2,545,200	2,545,200	2,545,200	-	
417310 Industrial	327,100	327,100	327,100	-	
(3) Public Authorities	753,400	753,400	753,400	-	
(4) Other Water Companies	16,400	19,800	19,800	-	
Total	24,321,700	24,323,600	24,253,400	(70,200)	-0.3%
<b><u>WATER USE CHARGE</u></b>					
(5) Domestic	\$47,401,754	\$44,081,285	\$44,081,300	\$15	
(6) Commercial	15,664,700	14,538,800	14,538,800	-	
416310 Industrial	3,589,800	3,331,800	3,331,800	-	
(7) Public Authorities	3,591,100	3,332,900	3,332,900	-	
(8) Other Water Companies	1,983,200	1,850,700	1,850,700	-	
Total	72,230,554	67,135,485	67,135,500	15	0.0%
Total Sale of Water	96,552,254	91,459,085	91,388,900	(70,185)	-0.1%
<b><u>OTHER OPERATING REVENUES</u></b>					
(9) Hydrant Maintenance	\$1,665,000	\$1,684,500	\$1,740,650	\$56,150	
419130 Fire Protection Services	6,032,000	6,032,000	6,032,000	-	
429220 Water Billing Penalties	566,700	925,000	1,275,862	350,862	
431280 Cross-Connection/BackWater Fee	230,400	230,400	230,400	-	
Total Other Operating Revenues	8,494,100	8,871,900	9,278,912	407,012	4.6%
Total Operating Revenues	\$105,046,354	\$100,330,985	\$100,667,812	\$336,827	0.3%

### 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

# Operating Budget Revenues

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## Water Utility - Non-Operating Revenues & Contributions

### 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*: 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, “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).
- *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.

# Operating Budget Revenues

## Water Utility - Non-Operating Revenues & Contributions

### Budget Commentary

The Non-Operating Revenues, including *Contributions From Other Funds*, totaled \$10,163,342, representing a 41.9% increase from the previous year's appropriation.

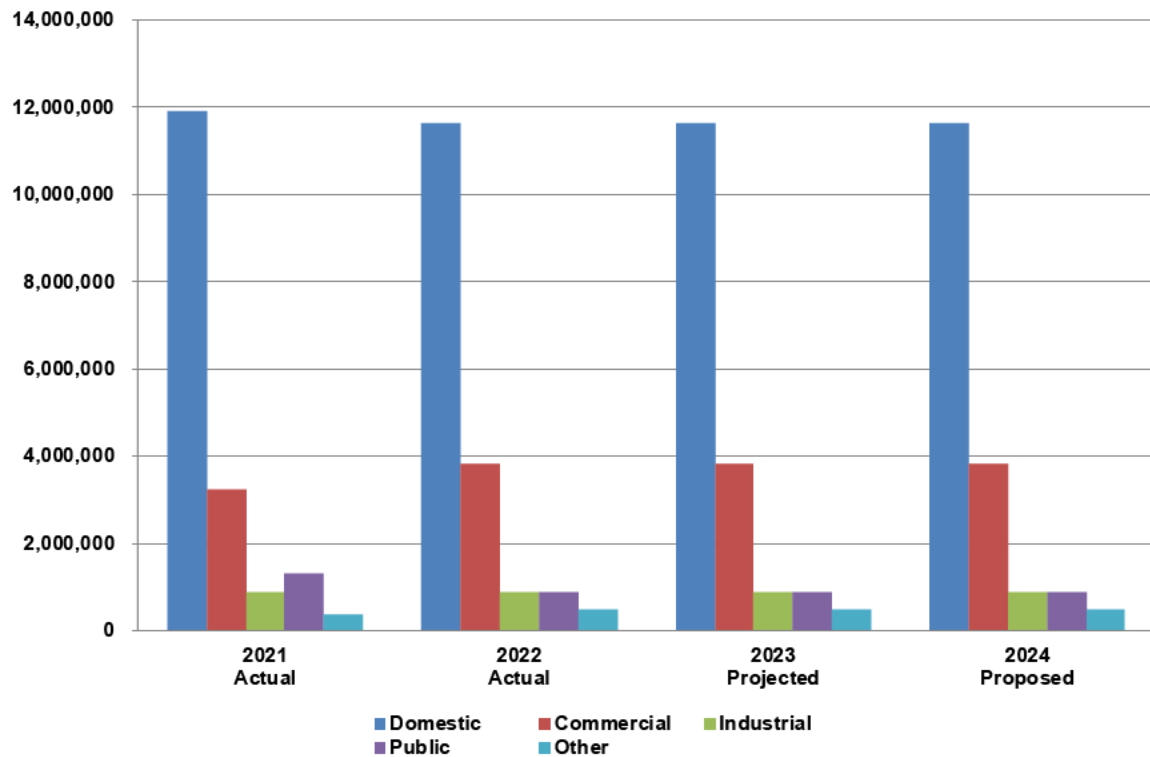
*Non-Operating Revenues* for 2024 are \$8,242,422, an increase of \$5,877,925 or 248.6% above the prior year's appropriation; primarily driven by higher *Interest Income - Investments, Bill Jobs, RRB Labor/Contracts/Premium/Materials, Legal Recovery, Returned Check Fees, Forestry Sales, Main Pipe Assessments* and *Collections & Liens*.

*Contributions From Other Funds* are \$1,920,920, a decrease of \$2,874,415 or 59.9% from the prior year's appropriation, resulting from reduced contributions to support the 2024 water operations.

Commitment Item	Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>NON-OPERATING REVENUES</u></b>						
423100	Interest Income - Investments	\$179,419	\$633,000	\$5,600,000	\$4,967,000	
419510	RRB- Labor ST	200,000	30,000	467,844	437,844	
419550	RRB- Contracts	50,000	150,000	363,602	213,602	
429260	Legal Recovery	-	200,000	300,000	100,000	
429230	Returned Check Fees	35,000	1,000	60,000	59,000	
431020	Forestry Sales	150,000	200,000	256,000	56,000	
419610	RRB- Premium Labor ST	250,000	42,213	93,284	51,071	
419430	Developers - PY/Materal/Equipment	175,000	10,000	37,027	27,027	
453000	Main Pipe Assessments	-	35,000	55,000	20,000	
429210	Collections & Liens	400,000	200,000	220,000	20,000	
419400	Bill Jobs	140,000	206,951	217,220	10,269	
419910	Fees: Water Tapping	100,000	100,000	100,000	-	
431210	Misc Revenue	100,000	100,000	100,000	-	
431240	Sale Of Material & Equipment	120,000	120,000	120,000	-	
419410	Department of Transportation	200,000	105,846	105,846	-	
431230	Vendor Discount Revenue	500	500	100	(400)	
431010	Recreational Sales	50,000	25,000	20,000	(5,000)	
423300	Rental Revenue	151,200	151,200	119,977	(31,223)	
419540	RRB- Equipment	100,000	53,787	6,522	(47,265)	
	Total Non-Operating Revenues	\$2,401,119	\$2,364,497	\$8,242,422	\$5,877,925	248.6%
<b><u>CONTRIBUTIONS FROM OTHER FUNDS</u></b>						
413040	Employer Fund Contributions	1,400,000	800,000	800,000	-	
440040	Fund Contributions	-	3,995,335	1,120,920	(2,874,415)	
	Total Contributions From Other Funds	\$1,400,000	\$4,795,335	\$1,920,920	\$(2,874,415)	-59.9%
	Total Other Revenue	\$3,801,119	\$7,159,832	\$10,163,342	\$3,003,510	41.9%

# Operating Budget Revenues

## Water Utility - Water Consumption by Customer Class (CCF)\*



	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Domestic	11,904,500	11,612,400	11,612,400	11,612,400
Commercial	3,213,200	3,830,000	3,830,000	3,830,000
Industrial	881,200	877,700	877,700	877,700
Public	1,314,100	878,000	878,000	878,000
Other	370,000	484,900	484,900	484,900
<b>Total</b>	<b>17,683,000</b>	<b>17,683,000</b>	<b>17,683,000</b>	<b>17,683,000</b>

\* CCF = 100 cubic feet or approximately 748.1 gallons

# **Sewer Revenues**

Taxation

Other Government Agencies

Other Sewer Revenues

Sewer User Revenues

Other Financing Sources

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# Operating Budget Revenues

## Sewer - Summary

### Description

Sewer revenues are divided into five categories: *Tax on Member Municipalities*, *Revenue from Other Govt. Agencies*, *Other Sewer Revenues*, *Sewer User Revenues*, and *Other Revenues* comprised of *DEEP Contingency* and *Contributions from Other Funds*.

### Budget Commentary

The total Sewer revenues budget for 2024 is \$102,666,145, an increase of \$5,411,495 or 5.6% above last year's appropriation.

Total Operating Revenues consisting of *Tax on Member Municipalities*, *Revenue from Other Govt. Agencies*, *Other Sewer Revenues*, and *Sewer User Revenues* increased by \$1,789,522 or 2.0% above the prior year's appropriation.

Total Other Revenues composed of *DEEP Contingency* and *Contributions from Other Funds* increased by \$3,621,973, or 44.0% above the prior year's appropriation.

	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>SEWER REVENUES</u></b>					
Tax on Member Municipalities	\$53,076,600	\$53,076,600	\$53,076,600	-	
Revenue from Other Govt. Agencies	10,931,000	11,931,000	12,431,000	500,000	
Other Sewer Revenues	18,212,000	12,429,321	13,241,677	812,356	
Sewer User Revenues	13,301,902	11,584,900	12,062,066	477,166	
Total Operating Revenues	95,521,502	89,021,821	90,811,343	1,789,522	2.0%
DEEP Contingency	1,980,000	1,980,000	1,980,000	-	
Contributions from Other Funds	2,700,000	6,252,829	9,874,802	3,621,973	
Total Other Revenues	4,680,000	8,232,829	11,854,802	3,621,973	44.0%
Total Sewer Revenues	\$100,201,502	\$97,254,650	\$102,666,145	\$5,411,495	5.6%



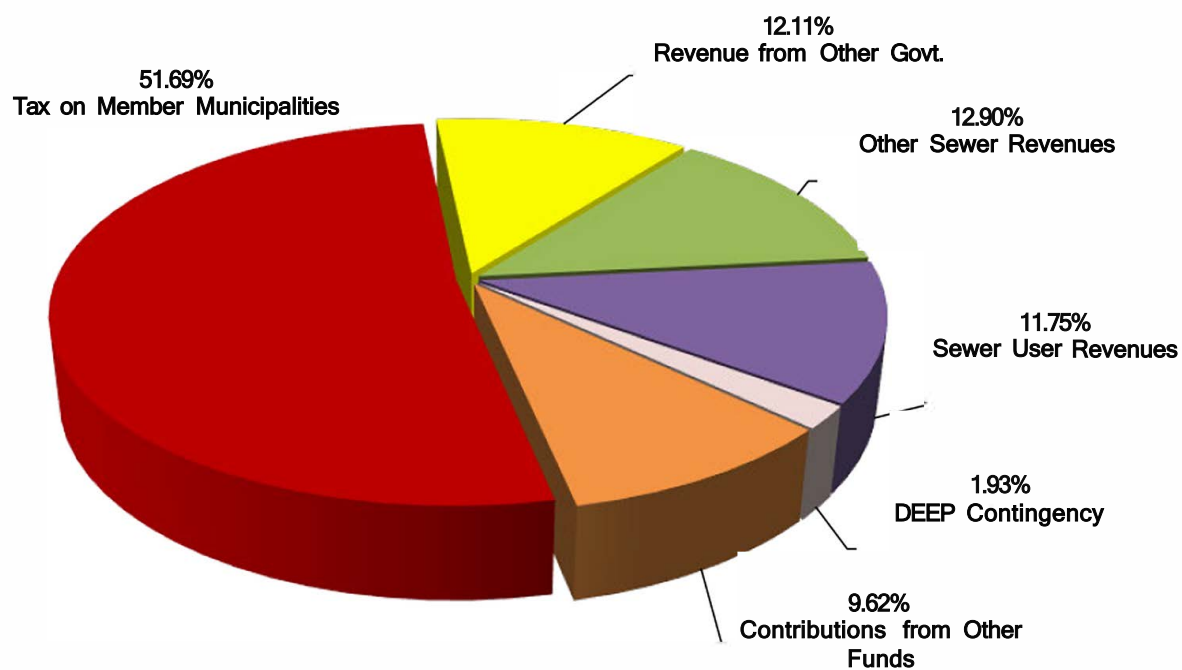
# Operating Budget Revenues

## Sewer - Summary

	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>SEWER REVENUES</u></b>				
Tax on Member Municipalities	\$51,475,700	\$51,475,700	\$53,076,600	\$53,076,600
Revenue from Other Govt. Agencies	10,784,429	11,070,994	10,747,754	12,171,812
Other Sewer Revenues	18,317,780	16,426,081	18,226,560	14,706,170
Sewer User Revenues	11,274,896	11,329,083	13,844,673	12,415,853
Total Operating Revenues	91,852,805	90,301,858	95,895,587	92,370,435
DEEP Contingency	-	-	-	1,980,000
Contributions from Other Funds	-	-	-	6,252,829
Total Other Revenues	-	-	-	8,232,829
Total Sewer Revenues	91,852,805	\$90,301,858	\$95,895,587	\$100,603,264

# Operating Budget Revenues

## Sewer - Sources of Revenue



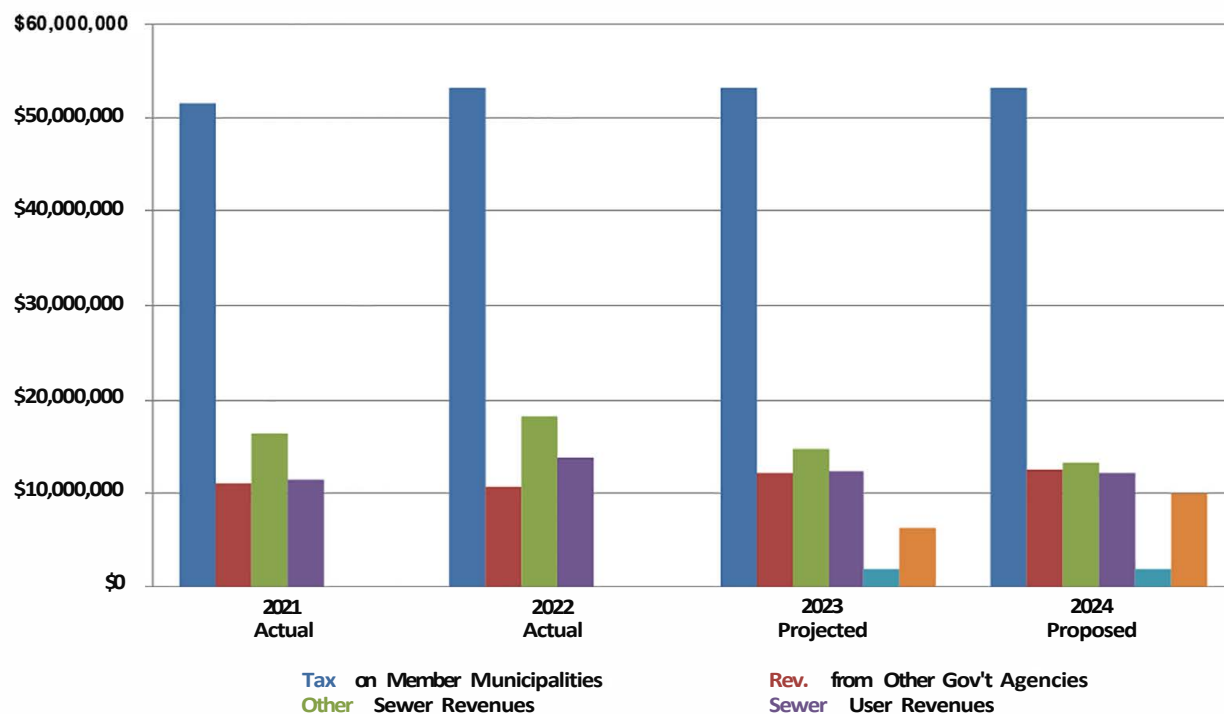
### Fund Source

Tax on Member Municipalities  
Revenue from Other Govt. Agencies  
Other Sewer Revenues  
Sewer User Revenues  
DEEP Contingency  
Contributions from Other Funds  
Total Revenues:

<u>Revenue</u>	<u>Percentage</u>
\$53,076,600	51.69%
12,431,000	12.11%
13,241,677	12.90%
12,062,066	11.75%
1,980,000	1.93%
9,874,802	9.62%
<u>\$102,666,145</u>	<u>100.00%</u>

# Operating Budget Revenues

## Sewer - Revenue History



	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Tax on Member Municipalities	\$51,475,700	\$53,076,600	\$53,076,600	\$53,076,600
Rev. from Other Gov't Agencies	11,070,994	10,747,754	12,171,812	12,431,000
Other Sewer Revenues	16,426,081	18,226,560	14,706,170	13,241,677
Sewer User Revenues	11,329,083	13,844,673	12,415,853	12,062,066
DEEP Contingency	-	-	1,980,000	1,980,000
Contributions from Other Funds	-	-	6,252,829	9,874,802
<b>Total</b>	<b>\$90,301,858</b>	<b>\$95,895,587</b>	<b>\$100,603,264</b>	<b>\$102,666,145</b>

# Operating Budget Revenues

## Sewer - 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 2024 will be equivalent to 50% of the total 2023 tax levy. This amount (when paid) will be subtracted from the total 2024 tax levy; the balance is the amount due in the remaining portion of the year.

### Budget Commentary

- The Tax on Member Municipalities is unchanged from the levels adopted in the previous year.

Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
Member Municipalities	\$53,076,600	\$53,076,600	\$53,076,600	-	0.0%

# Operating Budget Revenues

## Sewer - Tax on Member Municipalities

### Member Municipalities Tax History

Ad Valorem Budget	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
Hartford	\$14,067,500	\$13,923,310	\$13,826,795	(\$96,515)	-0.7%
East Hartford	6,264,400	6,227,300	6,178,995	(\$48,305)	-0.8%
Newington	4,799,100	4,776,720	4,767,023	(\$9,697)	-0.2%
Wethersfield	4,252,500	4,266,270	4,270,903	\$4,633	0.1%
Windsor	4,698,600	4,712,920	4,751,783	\$38,863	0.8%
Bloomfield	3,868,400	3,831,630	3,869,023	\$37,393	1.0%
Rocky Hill	3,206,800	3,294,640	3,352,445	\$57,805	1.8%
West Hartford	11,919,300	12,043,810	12,059,633	\$15,823	0.1%
Total	\$53,076,600	\$53,076,600	\$53,076,600	-	-

Tax % (3yr avg.)	2022 Adopted	2023 Adopted	2024 Proposed
Hartford	26.50%	26.23%	26.05%
East Hartford	11.80%	11.73%	11.64%
Newington	9.04%	9.00%	8.98%
Wethersfield	8.01%	8.04%	8.05%
Windsor	8.85%	8.88%	8.95%
Bloomfield	7.29%	7.22%	7.29%
Rocky Hill	6.04%	6.21%	6.32%
West Hartford	22.47%	22.69%	22.72%
Total	100.00%	100.00%	100.00%

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.

Installment Date	1/17/2024	4/17/2024	7/17/2024	10/16/2024	Total
Hartford	\$3,480,828	\$3,480,828	\$3,432,569	\$3,432,569	\$13,826,794
East Hartford	1,556,825	1,556,825	1,532,672	1,532,672	\$6,178,994
Newington	1,194,180	1,194,180	1,189,331	1,189,331	\$4,767,022
Wethersfield	1,066,568	1,066,568	1,068,884	1,068,884	\$4,270,904
Windsor	1,178,230	1,178,230	1,197,662	1,197,662	\$4,751,784
Bloomfield	957,908	957,908	976,604	976,604	\$3,869,024
Rocky Hill	823,660	823,660	852,563	852,563	\$3,352,446
West Hartford	3,010,953	3,010,953	3,018,863	3,018,863	\$12,059,632
Total	\$13,269,152	\$13,269,152	\$13,269,148	\$13,269,148	\$53,076,600

# Operating Budget Revenues

## Sewer - Other Sewer Revenues

### Source Description

*Revenue from Other Government Agencies* includes 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* for 2024 is \$12,431,000, an increase of \$500,000 or 4.2% over the prior year's appropriation.

- The increase is driven by a \$500,000 rise in *Sludge Services*.

Commitment Item	Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>OTHER GOVERNMENT AGENCIES</u></b>						
421210	IGR-Sludge Services	\$5,000,000	\$6,000,000	\$6,500,000	\$500,000	
421220	IGR-Liquid Waste Discharge	5,900,000	5,900,000	5,900,000	-	
421230	IGR-Hazardous Waste	31,000	31,000	31,000	-	
	Total	\$10,931,000	\$11,931,000	\$12,431,000	\$500,000	4.2%

# Operating Budget Revenues

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## Sewer - 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.
- *PMU Overhead*: payments to the General Fund for indirect costs related to the long-term control plan this is being shown for historical reporting purposes.
- *Investment Income*: earnings on cash available for investment.

# Operating Budget Revenues

## Sewer - Other Sewer Revenues

### Budget Commentary

The total *Other Sewer Revenues* for 2024 is \$13,241,677, an increase of \$812,356 or 6.5% from the prior year's appropriation.

- The increase is primarily driven by increased revenue from *Interest Income – Investments*, *Sewer Customer Service Charge*, *Septage Fees*, *Rebates & Reimbursements*, and *Sale of Material & Equipment* offset by a decrease in *Developers – PY/Material/Equipment*.

Commitment Item	Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>OTHER SEWER REVENUES</u></b>						
411010	Septage Fees	\$1,114,800	\$950,000	\$975,000	25,000	
411020	Fog Fees	236,000	236,000	236,000	-	
417830	Sewer Customer Service Charge	9,869,800	9,869,800	10,400,200	530,400	
419400	Bill Jobs	10,000	20,000	20,000	-	
419430	Developers - PY/Material/Equipment	576,000	575,000	-	(575,000)	
419510	RRB-Equipment	210,000	15,000	15,000	-	
419540	RRB-Labor ST	50,000	21,515	21,500	(15)	
419550	RRB- Contracts	-	60,000	60,000	-	
419610	RRB-Lbr Add & Ovrhd	310,000	21,106	28,827	7,721	
423300	Rental Revenue	153,800	153,800	153,800	-	
429200	Rebates & Reimbursements	50,000	50,000	150,000	100,000	
429210	Collections & Liens	100	100	100	-	
431100	Fines and Penalties	-	3,500	-	(3,500)	
431210	Misc Revenue	150,000	150,000	150,000	-	
431230	Vendor Discount Revenue	500	500	250	(250)	
431240	Sale Of Material & Equipment	150,000	150,000	175,000	25,000	
431250	PMU Overhead	5,291,000	-	-	-	
	Total	\$18,172,000	\$12,276,321	\$12,385,677	\$109,356	0.9%
<b><u>INVESTMENT INCOME</u></b>						
423100	Interest Income - Investments	40,000	153,000	856,000	703,000	459.5%
	Total Other Sewer Revenues	\$18,212,000	\$12,429,321	\$13,241,677	\$812,356	6.5%



# Operating Budget Revenues

## Sewer – Sewer User Revenues

### Source Description

*Sewer User 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

The total *Sewer User Revenue* budget for 2024 is \$12,062,066, an increase of \$477,166 or 4.1% above the prior year's appropriation.

- Primarily driven by an increase in *Late Payment Charge* and *User charges: Tax Exempt*.

Commitment		2022	2023	2024	\$	%
Item	Description	Adopted	Adopted	Proposed	Change	Change
<b><u>SEWER USER REVENUE</u></b>						
(1)	High Flow Users (Net of Reserves)	1,195,402	1,700,000	1,700,000	-	
415020	User Charges: Tax Exempt	8,536,900	6,360,000	6,363,028	3,028	
415110	User Charges: High Strength	770,000	600,000	600,000	-	
415010	SUC-Town of Farmington	166,200	184,700	184,700	-	
415010	SUC-Town of South Windsor	15,900	17,700	17,700	-	
415010	SUC-Town of Manchester	180,000	180,000	180,000	-	
415010	Town of Cromwell	11,700	11,700	11,700	-	
415030	User Charges: Bradley/E Granby	1,280,800	1,280,800	1,280,800	-	
415040	User Charges: Deep/Landfill Discharge Fees	120,000	-	-	-	
415050	User Charges: Customer Service Charge	25,000	-	-	-	
429220	Late Payment Charge	1,000,000	1,250,000	1,724,138	474,138	
Total		\$13,301,902	\$11,584,900	\$12,062,066	\$477,166	4.1%

(1) 415230, 415210, 415220

# Operating Budget Revenues

## Sewer - 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.
- Revenue Surplus funds transferred from Assessable Sewer.

### Budget Commentary

The drivers are as follows:

- A *DEEP Contingency* of \$1,980,000 remains the same for 2024.
- Contributions from the *Hydroelectric Fund*, *Internal Service Fund*, and *Assessable Sewer Fund* are necessary to support sewer operations in 2024.

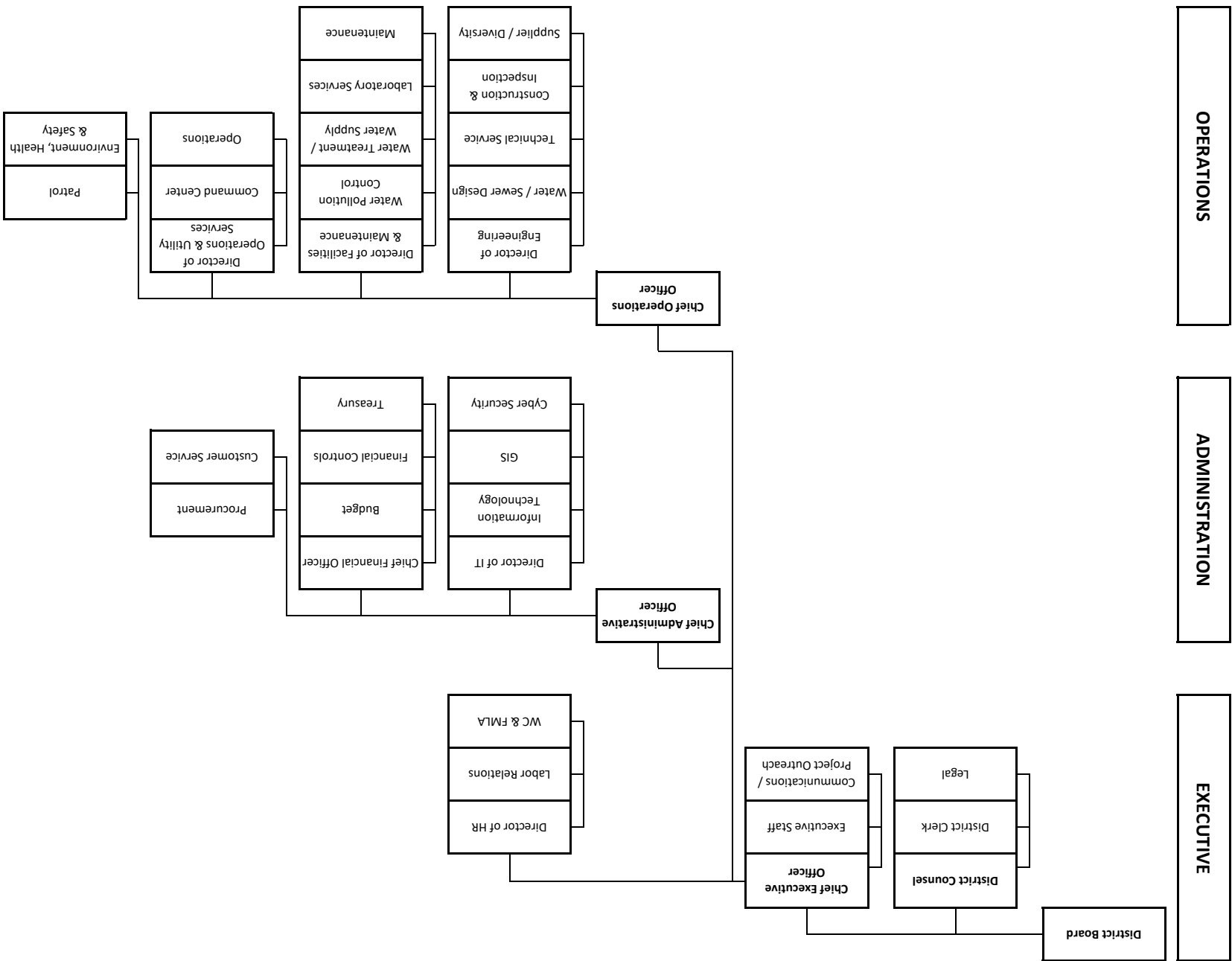
Commitment Item	Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
440020	DEEP Contingency	1,980,000	1,980,000	1,980,000	-	
431260	Designated from Surplus	2,700,000	-	-	-	
440040	Contributions from Working Funds	-	6,252,829	9,874,802	3,621,973	
	Total	4,680,000	8,232,829	11,854,802	3,621,973	0.0%

# Operating Budget Expenditures

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# Operating Budget Expenditures

## Budget Book Organization



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# Operating Budget Expenditures

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## Summary

The Budget expenditure section is divided into three sections: Executive, Administration and Operations.

The Executive section of the budget book includes District Board, Legal, Human Resources and Chief Executive Office.

The Administration section of the budget book includes the Chief Administrative Officer, Information Systems, Finance, Procurement and Customer Service.

The Operations section of the budget book includes the Chief Operations Officer, Engineering & Planning, Facilities & Maintenance, Operations, Patrol and Environment, Health & Safety.

## **Overview of The Metropolitan District**

- 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 2023, there were approximately 412 active full-time employees at The Metropolitan District.

# Operating Budget Expenditures

## Expenditure Appropriations

The District's proposed expenditure budget for 2024 totals \$213,497,299, a \$8,751,832 or 4.3% increase from the appropriation level proposed in support of 2023 operations and programs.

<b>Budget Appropriations</b>	<b>Sewer</b>	<b>Water</b>	<b>Total</b>
District Board	\$ 275,416	\$ 286,659	\$ 562,075
Executive Office	1,557,918	1,621,508	3,179,426
Legal	782,334	814,267	1,596,601
Administrative Office	384,122	399,801	783,923
Finance	3,170,946	3,300,379	6,471,325
Information Technology	3,123,657	6,341,973	9,465,630
Engineering and Planning	424,152	441,466	865,618
Water Treatment & Supply	-	9,219,496	9,219,496
Water Pollution Control	20,373,122	-	20,373,122
Laboratory Services	756,733	819,796	1,576,529
Maintenance	6,417,523	6,679,468	13,096,991
Chief Operating Office	251,537	261,804	513,341
Environment, Health and Safety	505,630	526,269	1,031,899
Command Center	2,250,227	4,368,090	6,618,317
Operations	3,846,349	11,539,048	15,385,397
Patrol	-	1,336,903	1,336,903
Debt Service	41,919,835	40,418,651	82,338,486
Employee Benefits	11,617,633	14,199,331	25,816,964
General Insurance	978,494	1,467,742	2,446,236
Taxes and Fees	-	3,810,500	3,810,500
Special Agreements and Programs	2,050,517	2,978,003	5,028,520
Contingencies	1,980,000	-	1,980,000
<b>Total Water and Sewer Budget</b>	<b>\$ 102,666,145</b>	<b>\$ 110,831,154</b>	<b>\$ 213,497,299</b>



## **District Board**

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# Operating Budget Expenditures

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## Executive – District Board Budget Summary

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### 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 2024 is \$562,075, an increase of \$36,575 or 7.0% above prior years appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Increase of \$36,575 or 7.0% above the prior year's appropriation.**

- *Auditing/Finance Services & Outside Services* are anticipated to increase based on rise in costs.

# Operating Budget Expenditures

## Executive – District Board Budget Summary

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Operations</u></b>						
511110	Business Travel	500	25,500	25,000	(500)	
511120	Meeting Expenses	35,000	35,000	35,000	-	
511220	Dues & Memberships	110,000	110,000	110,000	-	
512010	Auditing/Finance Services	165,000	155,000	177,075	22,075	
512080	Outside Services	210,000	195,000	210,000	15,000	
513010	Office Supplies	5,000	5,000	5,000	-	
<b>Total Expenditure Classification</b>		<b>525,500</b>	<b>525,500</b>	<b>562,075</b>	<b>36,575</b>	<b>7.0%</b>
<b><u>Funding Allocation</u></b>						
Sewer Allocation 49%		257,500	257,500	275,416	17,900	
Water Allocation 51%		268,000	268,000	286,659	18,675	
<b>Total Funding Allocation</b>		<b>525,500</b>	<b>525,500</b>	<b>562,075</b>	<b>36,575</b>	<b>7.0%</b>

# Operating Budget Expenditures

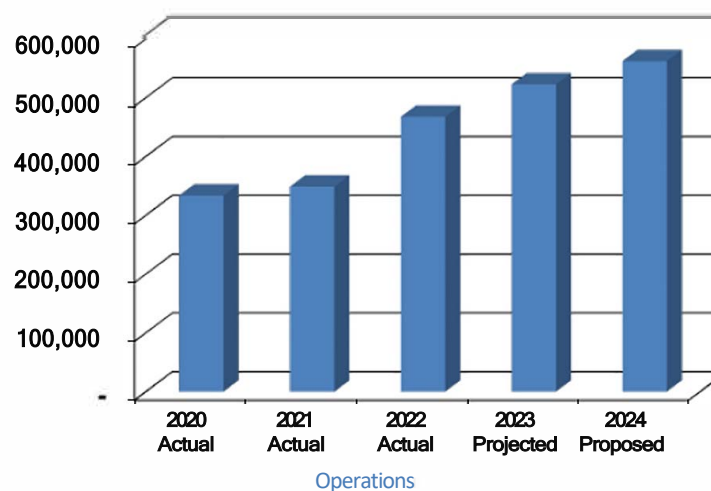
## Executive – District Board Budget Summary

Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
	<i><b>Operations</b></i>				
511100	Seminars & Conventions	0	0	732	0
511110	Business Travel	-	-	-	7,800
511120	Meeting Expenses	23,736	14,276	27,051	32,000
511220	Dues & Memberships	-	-	120,000	110,000
512010	Auditing/Finance Services	147,800	151,566	128,000	157,700
512080	Outside Services	160,197	182,545	190,122	210,000
512930	Lobbyist-(Fed/State)	-	-	-	-
513010	Office Supplies	1,691	327	1,550	5,000
	<i><b>Total Expenditure Classification</b></i>	<b>333,424</b>	<b>348,714</b>	<b>467,455</b>	<b>522,500</b>
	<i><b>Funding Allocation</b></i>				
	Sewer Allocation 49%	163,400	170,900	229,100	256,000
	Water Allocation 51%	170,024	177,814	238,355	266,500
	<i><b>Total Funding Allocation</b></i>	<b>333,424</b>	<b>348,714</b>	<b>467,455</b>	<b>522,500</b>

# Operating Budget Expenditures

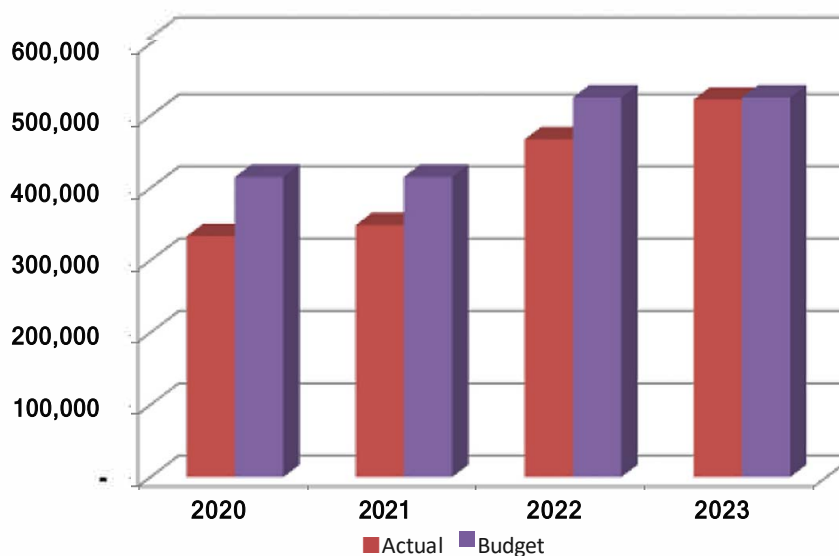
## Executive - District Board Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll					
Operations	333,424	348,714	467,455	522,500	562,075
Maintenance					
<b>Total</b>	333,424	348,714	467,455	522,500	562,075

### Expenditures versus Budget



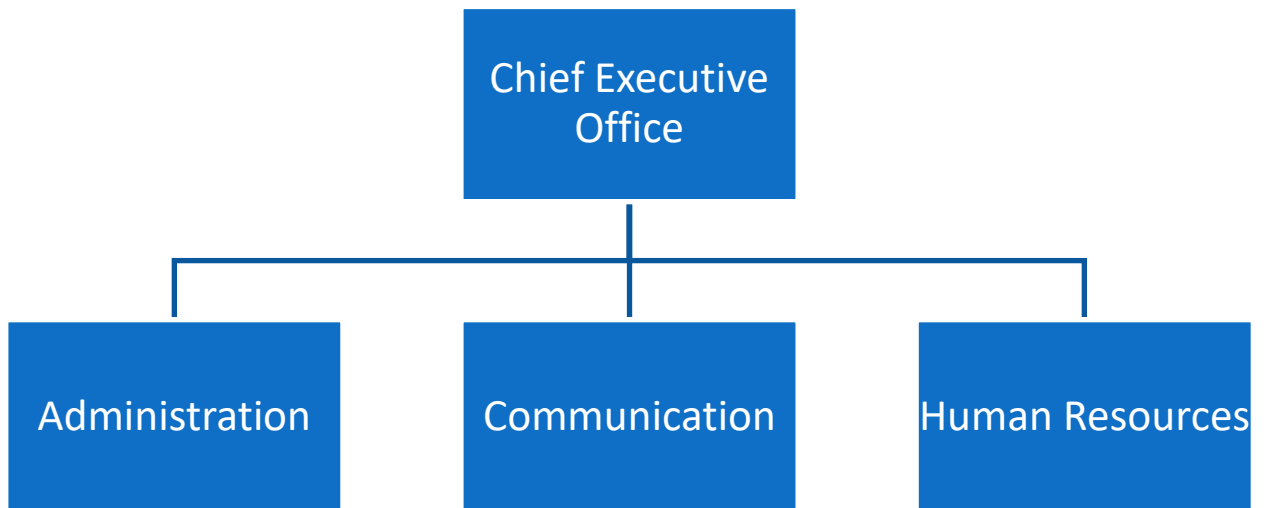
8/(W)	2020	2021	2022	2023
Budget	415,500	415,500	525,500	525,500
Actual	333,424	348,714	467,455	522,500
Variance	82,076	66,786	58,045	3,000

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# Chief Executive Office

Administration  
Communications  
Human Resources



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# Operating Budget Expenditures

## Executive – CEO Expenditure History

### 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 \$3,179,426, decreasing by \$42,857 or 1.3% below prior year's appropriation. The three activity budgets that comprise the Chief Executive Office — Administration, Communications, and Human Resources — are on subsequent pages.

The budgeted positions have changed in 2024.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	949,120	1,052,203	1,097,168	44,965	
Communications	615,021	628,431	624,123	(4,308)	
Human Resources	1,508,926	1,541,649	1,458,135	(83,514)	
<b>Total Summary by Activity</b>	<b>3,073,067</b>	<b>3,222,283</b>	<b>3,179,426</b>	<b>(42,857)</b>	<b>-1.3%</b>
<b><u>Summary by Major Accounts</u></b>					
Payroll					
Regular Pay	1,882,942	2,033,508	2,026,426	(7,082)	
Overtime 100%	2,300	1,800	1,800	-	
Overtime 150%	2,500	2,000	2,000	-	
Overtime 200%	-	-	-	-	
Temporary Help	260,000	260,000	260,000	-	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	2,825	3,275	3,100	(175)	
<b>Total Payroll</b>	<b>2,150,567</b>	<b>2,300,583</b>	<b>2,293,326</b>	<b>(7,257)</b>	<b>-0.3%</b>
Operations	922,500	921,700	886,100	(35,600)	-3.9%
Maintenance	-	-	-	-	0.0%
Capital	-	-	-	-	0.0%
<b>Total Summary by Major Accounts</b>	<b>3,073,067</b>	<b>3,222,283</b>	<b>3,179,426</b>	<b>(42,857)</b>	<b>-1.3%</b>

### Funding Allocation

Sewer Allocation 49%	1,505,900	1,578,900	1,557,918	(21,000)	
Water Allocation 51%	1,567,167	1,643,383	1,621,508	(21,857)	
<b>Total Funding Allocation</b>	<b>3,073,067</b>	<b>3,222,283</b>	<b>3,179,426</b>	<b>(42,857)</b>	<b>-1.3%</b>

### Authorized Positions

Administration	4	4	4	-	
Communications	2	2	2	-	
Human Resources	7	7	6	(1)	
<b>Total Authorized Positions</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>(1)</b>	<b>-7.7%</b>

# Operating Budget Expenditures

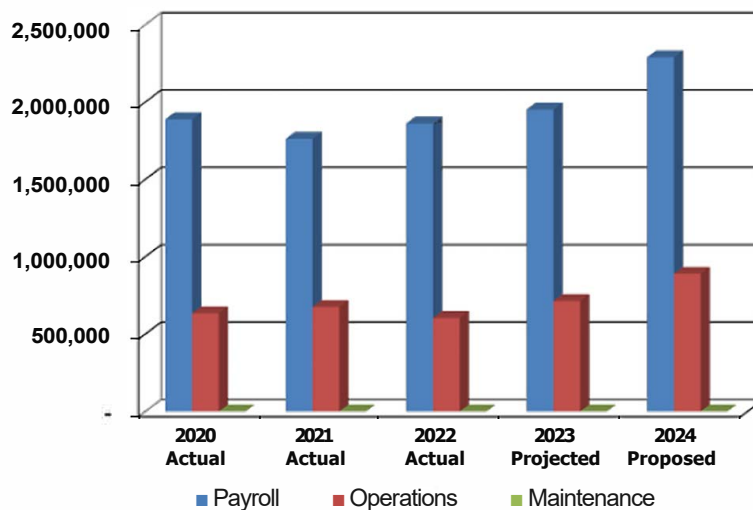
## Executive – CEO Expenditure History

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	819,074	908,160	928,934	993,131
Communications	441,999	431,587	438,793	466,361
Human Resources	1,261,735	1,098,643	1,097,694	1,206,649
<i>Total Summary by Activity</i>	<b>2,522,808</b>	<b>2,438,390</b>	<b>2,465,421</b>	<b>2,666,141</b>
<b><u>Summary by Major Accounts</u></b>				
Payroll				
Regular Pay	1,846,845	1,750,511	1,788,079	1,872,350
Overtime 100%	678	461	580	1,800
Overtime 150%	2,946	56	259	-
Overtime 200%	-	-	-	-
Temporary Help	38,718	9,262	70,474	76,875
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,075	3,525	2,825	3,000
<i>Total Payroll</i>	<b>1,892,262</b>	<b>1,763,815</b>	<b>1,862,217</b>	<b>1,954,025</b>
Operations	630,546	674,575	603,204	712,116
Maintenance	-	-	-	-
Capital	-	-	-	-
<i>Total Summary by Major Accounts</i>	<b>2,522,808</b>	<b>2,438,390</b>	<b>2,465,421</b>	<b>2,666,141</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 49%	1,236,200	1,194,800	1,208,100	1,306,400
Water Allocation 51%	1,286,608	1,243,590	1,257,321	1,359,741
<i>Total Funding Allocation</i>	<b>2,522,808</b>	<b>2,438,390</b>	<b>2,465,421</b>	<b>2,666,141</b>

# Operating Budget Expenditures

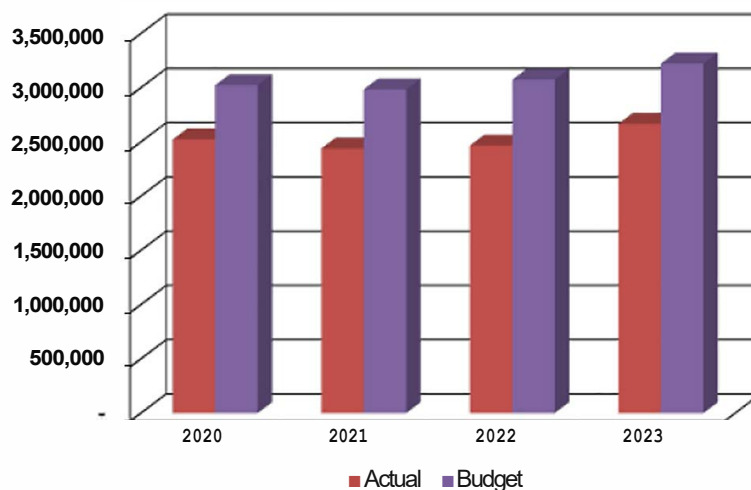
## Executive - CEO Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	1,888,638	1,763,298	1,861,378	1,952,225	2,289,526
Operations	634,170	675,092	604,043	713,916	889,900
Maintenance	-	-	-	-	-
<b>Total</b>	<b>2,522,808</b>	<b>2,438,390</b>	<b>2,465,421</b>	<b>2,666,141</b>	<b>3,179,426</b>

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	3,022,600	2,983,600	3,073,067	3,222,283
Actual	2,522,808	2,438,390	2,465,421	2,666,141
<b>Variance</b>	<b>499,792</b>	<b>545,210</b>	<b>607,646</b>	<b>556,142</b>

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**Executive – CEO Administration**

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**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 \$1,097,168 increasing by \$44,965 or 4.3% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$35,165 or 4.5% above the prior year's appropriation.**

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

**Operations: Increase of \$9,800 or 3.6% above the prior year's appropriation.**

- *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.

# Operating Budget Expenditures

1200010010

## Executive – CEO Administration

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	706,220	777,228	812,393	35,165	
501030	Overtime 100%	500	-	-	-	
501040	Overtime 150%	500	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,400	1,475	1,475	-	
<b>Total Payroll</b>		<b>708,620</b>	<b>778,703</b>	<b>813,868</b>	<b>35,165</b>	<b>4.5%</b>
<u>Operations</u>						
511040	Employee Activities	-	30,000	40,000	10,000	
511110	Business Travel	3,500	3,500	3,500	-	
511120	Meeting Expenses	12,000	12,000	12,000	-	
511210	Books & Periodicals	700	700	500	(200)	
511220	Dues & Memberships	80,000	83,000	83,000	-	
512080	Outside Services	39,300	39,300	39,300	-	
512110	Legal Advertising	12,000	12,000	12,000	-	
512340	Liens & Caveats Certification	86,000	86,000	86,000	-	
513010	Office Supplies	6,000	6,000	6,000	-	
519070	Community Outreach - Public Info.	1,000	1,000	1,000	-	
<b>Total Operations</b>		<b>240,500</b>	<b>273,500</b>	<b>283,300</b>	<b>9,800</b>	<b>3.6%</b>
<b>Total Expenditure Classification</b>		<b>949,120</b>	<b>1,052,203</b>	<b>1,097,168</b>	<b>44,965</b>	<b>4.3%</b>
<u>Funding Allocation</u>						
Sewer Allocation 49%		465,100	515,600	537,612	22,000	
Water Allocation 51%		484,020	536,603	559,556	22,965	
<b>Total Funding Allocation</b>		<b>949,120</b>	<b>1,052,203</b>	<b>1,097,168</b>	<b>44,965</b>	<b>4.3%</b>
<u>Authorized Positions</u>						
Assistant to CEO		1	1	1	-	
Chief Executive Officer		1	1	1	-	
Executive Assistant		1	1	1	-	
Executive Assistant OOC		-	1	1	-	
Senior Clerk OOC		1	-	-	-	
<b>Total Authorized Positions</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>-</b>	<b>0.0%</b>

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**Executive – CEO – Communications**

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**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 2024 budget for the Communication Department totals \$624,123, decreasing by \$4,308 or 0.7% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$25,692 or 9.1% above the prior year's appropriation.**

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

**Operations: Decrease of \$30,000 or 8.6% below the prior year's appropriation.**

- *Consultant Services & Outside Services* are decreasing based on anticipated costs.



# Operating Budget Expenditures

1200010020

## Executive – CEO – Communications

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	267,196	280,556	306,248	25,692	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	825	875	875	-	
<b>Total Payroll</b>		<b>268,021</b>	<b>281,431</b>	<b>307,123</b>	<b>25,692</b>	<b>9.1%</b>
<u>Operations</u>						
511100	Seminars & Conventions	2,000	2,000	2,000	-	
511120	Meeting Expenses	3,000	3,000	1,000	(2,000)	
511210	Books & Periodicals	87,000	87,000	87,000	-	
511240	Public Information	14,500	14,500	14,500	-	
512070	Consultant Services	138,000	138,000	123,000	(15,000)	
512080	Outside Services	62,000	62,000	50,000	(12,000)	
513010	Office Supplies	3,000	3,000	3,000	-	
513070	Public Information Supplies	11,000	11,000	10,000	(1,000)	
519070	Community Outreach - Public Info.	21,000	21,000	21,000	-	
519090	Advertising	5,500	5,500	5,500	-	
<b>Total Operations</b>		<b>347,000</b>	<b>347,000</b>	<b>317,000</b>	<b>(30,000)</b>	<b>-8.6%</b>
<b>Total Expenditure Classification</b>		<b>615,021</b>	<b>628,431</b>	<b>624,123</b>	<b>(4,308)</b>	<b>-0.7%</b>
<u>Funding Allocation</u>						
Sewer Allocation 49%		301,400	307,900	305,820	(2,100)	
Water Allocation 51%		313,621	320,531	318,303	(2,208)	
<b>Total Funding Allocation</b>		<b>615,021</b>	<b>628,431</b>	<b>624,123</b>	<b>(4,308)</b>	<b>-0.7%</b>
<u>Authorized Positions</u>						
Special Services Administrator		2	2	2	-	
<b>Total Authorized Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>0.0%</b>

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**Executive – CEO – Human Resources**

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**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 2024 budget for the Human Resources department totals \$1,458,135 decreasing by \$83,514 or 5.4% above the prior year's appropriation. The following position(s) were deducted in 2024: HR Generalist (1200010030).

**Payroll: Decrease of \$68,114 or 5.5% below the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the reduction of one FTE.

**Operations: Decrease of \$15,400 or 5.1% below the prior year's appropriation.**

- *Consultant Services* are decreasing based on anticipated costs.

# Operating Budget Expenditures

1200010030

## Executive – CEO – Human Resources

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	909,526	975,724	907,785	(67,939)	
501030	Overtime 100%	1,800	1,800	1,800	-	
501040	Overtime 150%	2,000	2,000	2,000	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	260,000	260,000	260,000	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	600	925	750	(175)	
<b>Total Payroll</b>		<b>1,173,926</b>	<b>1,240,449</b>	<b>1,172,335</b>	<b>(68,114)</b>	<b>-5.5%</b>
<u>Operations</u>						
503010	Medical Services	38,000	38,000	38,000	-	
511040	Employee Activities	38,000	25,000	25,000	-	
511060	Employee Testing	30,000	30,000	30,000	-	
511100	Seminars & Conventions	1,600	2,000	2,000	-	
511210	Books & Periodicals	400	400	-	(400)	
511220	Dues & Memberships	1,200	5,000	5,000	-	
511230	Fees & Tuition	60,000	60,000	60,000	-	
512070	Consultant Services	100,000	100,000	85,000	(15,000)	
512080	Outside Services	20,000	20,000	20,000	-	
513010	Office Supplies	3,800	3,800	3,800	-	
519070	Community Outreach - Public Info.	25,000	-	-	-	
519080	Diversity Programs	10,000	10,000	10,000	-	
519240	Grievance Expenses	7,000	7,000	7,000	-	
<b>Total Operations</b>		<b>335,000</b>	<b>301,200</b>	<b>285,800</b>	<b>(15,400)</b>	<b>-5.1%</b>
<b>Total Expenditure Classification</b>		<b>1,508,926</b>	<b>1,541,649</b>	<b>1,458,135</b>	<b>(83,514)</b>	<b>-5.4%</b>
<u>Funding Allocation</u>						
Sewer Allocation 49%		739,400	755,400	714,486	(40,900)	
Water Allocation 51%		769,526	786,249	743,649	(42,614)	
<b>Total Funding Allocation</b>		<b>1,508,926</b>	<b>1,541,649</b>	<b>1,458,135</b>	<b>(83,514)</b>	<b>-5.4%</b>
<u>Authorized Positions</u>						
Administrative Assistant		1	1	1	-	
Director of Human Resources		1	1	1	-	
Durational Div Project Manager		1	1	1	-	
Human Resources Generalist		2	3	2	(1)	
Human Resources Manager		1	1	1	-	
Professional Level Associate		1	-	-	-	
<b>Total Authorized Positions</b>		<b>7</b>	<b>7</b>	<b>6</b>	<b>(1)</b>	<b>-14.3%</b>

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**Legal**

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**Executive – Legal Administration Budget Summary**

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**Description**

The District's Legal Department is administered by District Counsel and supported by Assistant District Counsel and a Professional Level Trainee. District Counsel may appoint additional counsel on an as-needed basis.

Primary duties of the Legal Department include: labor contract negotiations, preparation of legal agreements, representation of the District in administrative proceedings and litigation, the provision of legal advice, legislative review, and various other legal responsibilities as required.

**Budget Commentary**

The Legal Department budget for 2024 totals \$1,596,601, which is an increase of \$91,967 or 6.1% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$82,267 or 7.8% above the prior year's appropriation.**

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

**Operations: Increase of \$9,700 or 2.2% above the prior year's appropriation.**

- *Books & Periodicals* are increasing based on historical trend.
- *Meeting Expenses* are increasing based on projected requirements.



# Operating Budget Expenditures

1300010010

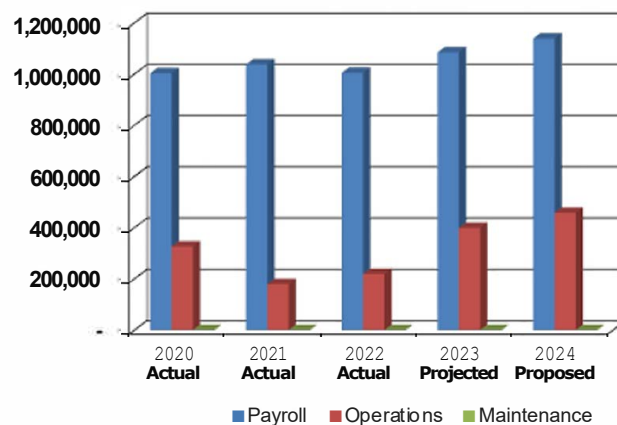
## Executive – Legal Administration Budget Summary

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	1,002,570	1,054,409	1,136,676	82,267	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,800	1,925	1,925	-	
<b>Total Payroll</b>		<b>1,004,370</b>	<b>1,056,334</b>	<b>1,138,601</b>	<b>82,267</b>	<b>7.8%</b>
<u>Operations</u>						
511020	Mileage Allowance	500	-	-	-	
511070	Employee Reimbursement	-	200	200	-	
511100	Seminars & Conventions	2,500	2,500	2,500	-	
511120	Meeting Expenses	2,000	1,800	5,000	3,200	
511210	Books & Periodicals	12,000	14,500	20,000	5,500	
511220	Dues & Memberships	1,300	1,300	1,300	-	
512020	Legal Services	400,000	375,000	375,000	-	
512070	Consultant Services	50,000	50,000	50,000	-	
513010	Office Supplies	3,000	3,000	4,000	1,000	
<b>Total Operations</b>		<b>471,300</b>	<b>448,300</b>	<b>458,000</b>	<b>9,700</b>	<b>2.2%</b>
<b>Total Expenditure Classification</b>		<b>1,475,670</b>	<b>1,504,634</b>	<b>1,596,601</b>	<b>91,967</b>	<b>6.1%</b>
<u>Funding Allocation</u>						
Sewer Allocation 49%		723,100	737,300	782,334	45,100	
Water Allocation 51%		752,570	767,334	814,267	46,867	
<b>Total Funding Allocation</b>		<b>1,475,670</b>	<b>1,504,634</b>	<b>1,596,601</b>	<b>91,967</b>	<b>6.1%</b>
<u>Authorized Positions</u>						
Assistant District Counsel		4	4	4	-	
District Counsel		1	1	1	-	
Paralegal		-	-	1	1	
Professional Level Trainee		1	1	-	(1)	
<b>Total Authorized Positions</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>0.0%</b>

# Operating Budget Expenditures

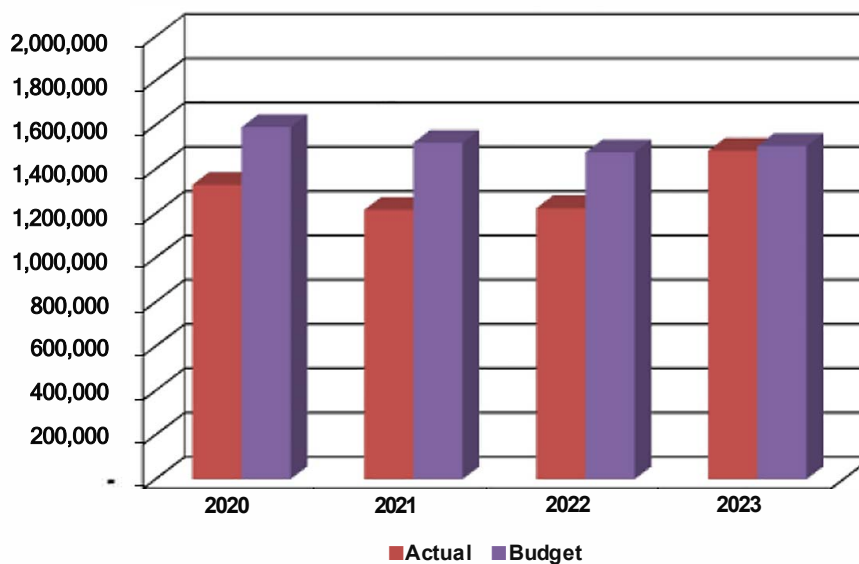
## Executive - Legal Administration Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	1,003,179	1,037,453	1,004,756	1,084,334	1,138,601
Operations	325,917	179,204	218,964	399,000	458,000
Maintenance	.	.	.	.	.
<b>Total</b>	<b>1,329,096</b>	<b>1,216,657</b>	<b>1,223,720</b>	<b>1,483,334</b>	<b>1,596,601</b>

### Expenditures versus Budget



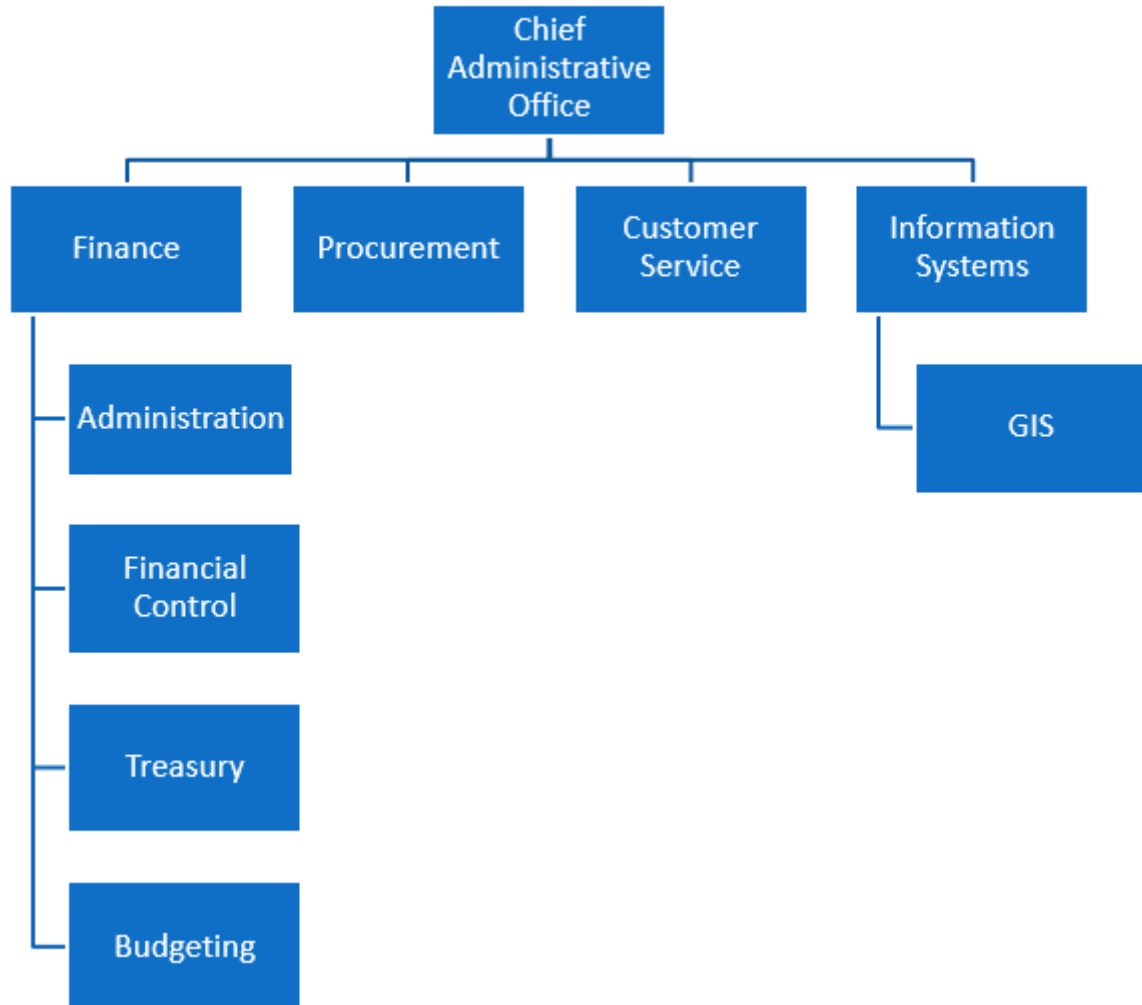
B/(W)	2020	2021	2022	2023
Budget	1,589,800	1,519,100	1,475,670	1,504,634
Actual	1,329,096	1,216,657	1,223,720	1,483,334
<b>Variance</b>	<b>260,704</b>	<b>302,443</b>	<b>251,950</b>	<b>21,300</b>

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# Chief Administrative Officer (CAO)

Finance  
Procurement  
Customer Service  
Information Systems



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# Operating Budget Expenditures

## CAO Budget Summary

### Description

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, Procurement, Customer Service, and Information Technology activities.

### Budget Commentary

The proposed Chief Administrative Office (CAO) budgets for 2024 are \$16,720,878, which is an increase of \$540,176 or 3.3% above the prior year's appropriation. The following positions were added in 2024: Senior Administrative Analyst (1500010010) and, Administrator (1510010040). Budget details for the activities comprising the Chief Administrative Office departments follow.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	994,406	656,660	783,923	127,263	
Finance	2,999,205	3,239,358	3,520,544	281,186	
Procurement	990,157	925,912	945,138	19,226	
Customer Service	2,034,797	2,023,444	2,005,643	(17,801)	
Information Systems	8,874,980	9,335,328	9,465,630	130,302	
<b>Total Summary by Activity</b>	<b>15,893,545</b>	<b>16,180,702</b>	<b>16,720,878</b>	<b>540,176</b>	<b>3.3%</b>
<b><u>Summary by Major Accounts</u></b>					
Payroll					
Regular Pay	7,604,395	7,766,427	8,301,103	534,676	
Overtime 100%	25,500	25,000	24,000	(1,000)	
Overtime 150%	57,500	57,000	67,000	10,000	
Overtime 200%	-	-	5,000	5,000	
Temporary Help	-	12,000	18,000	6,000	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	11,450	12,525	12,925	400	
<b>Total Payroll</b>	<b>7,698,845</b>	<b>7,872,952</b>	<b>8,428,028</b>	<b>555,076</b>	<b>7.1%</b>
Operations	5,890,300	5,882,750	5,842,850	(39,900)	-0.7%
Maintenance	2,304,400	2,425,000	2,450,000	25,000	1.0%
<b>Total Summary by Major Accounts</b>	<b>15,893,545</b>	<b>16,180,702</b>	<b>16,720,878</b>	<b>540,176</b>	<b>3.3%</b>

### Funding Allocation

Sewer Allocation - Composite	6,367,900	6,434,800	6,678,725	243,964	
Water Allocation - Composite	9,525,645	9,745,902	10,042,153	296,212	
<b>Total Funding Allocation</b>	<b>15,893,545</b>	<b>16,180,702</b>	<b>16,720,878</b>	<b>540,176</b>	<b>3.3%</b>

### Authorized Positions

Administration	4	3	4	1	
Finance	26	26	27	1	
Procurement	7	7	7	-	
Customer Service	12	12	12	-	
Information Systems	17	17	17	-	
<b>Total Authorized Positions</b>	<b>66</b>	<b>65</b>	<b>67</b>	<b>2</b>	<b>3.1%</b>

# Operating Budget Expenditures

## CAO Budget Summary

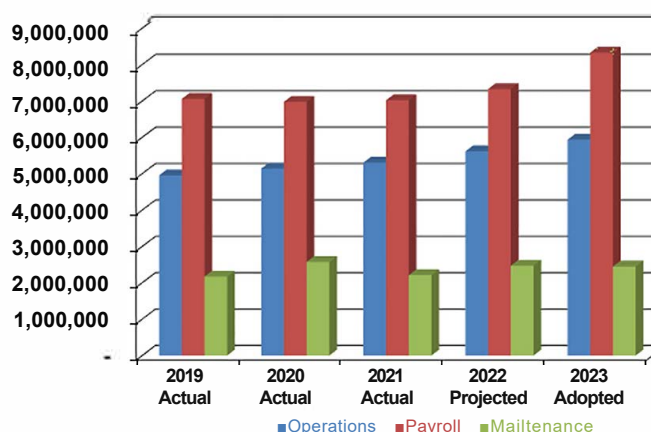
Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	952,572	1,188,646	780,365	640,000
Finance	2,726,786	2,689,736	2,583,887	3,022,165
Procurement	887,403	839,153	792,274	871,435
Customer Service	1,940,259	1,853,549	1,826,620	1,917,400
Information Systems	7,682,250	8,123,192	8,556,239	8,970,000
<i>Total Summary by Activity</i>	14,189,270	14,694,276	14,539,385	15,421,000
<b><u>Summary by Major Accounts</u></b>				
Payroll				
Regular Pay	7,048,940	6,967,903	7,001,045	7,306,165
Overtime 100%	23,094	18,506	13,834	23,300
Overtime 150%	74,171	20,214	32,151	57,200
Overtime 200%	-	-	-	3,500
Temporary Help	-	-	10,838	13,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	13,625	11,050	11,175	10,850
<i>Total Payroll</i>	7,159,830	7,017,673	7,069,043	7,414,015
Operations	4,857,190	5,103,775	5,258,990	5,535,785
Maintenance	2,172,250	2,572,828	2,211,352	2,471,200
<i>Total Summary by Major Accounts</i>	14,189,270	14,694,276	14,539,385	15,421,000
<b><u>Funding Allocation</u></b>				
Sewer Allocation - Composite	5,723,600	5,900,400	5,755,300	6,121,000
Water Allocation - Composite	8,465,670	8,793,876	8,784,085	9,300,000
<i>Total Funding Allocation</i>	14,189,270	14,694,276	14,539,385	15,421,000



# Operating Budget Expenditures

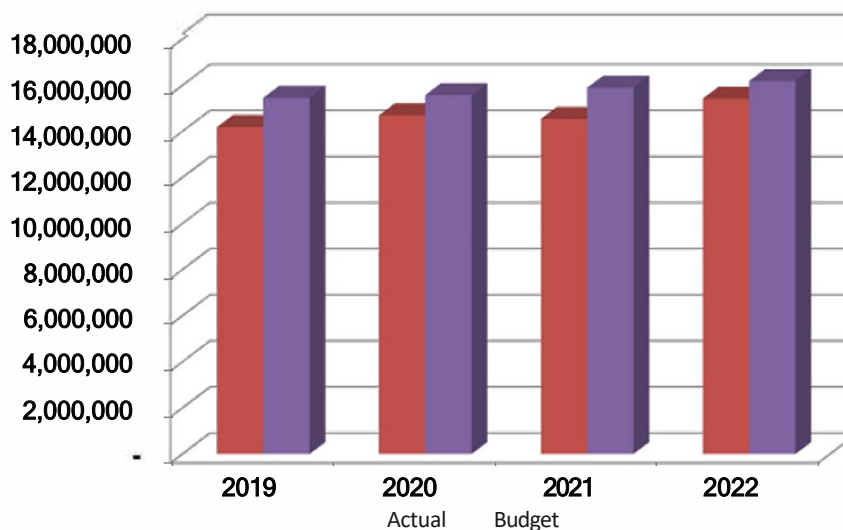
## CAO Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	7,062,565	6,978,953	7,023,058	7,330,015	8,332,028
Operations	4,954,455	5,142,495	5,304,975	5,619,785	5,938,850
Maintenance	2,172,250	2,572,828	2,211,352	2,471,200	2,450,000
Total	14,189,270	14,694,276	14,539,385	15,421,000	16,720,878

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	15,457,500	15,573,300	15,893,545	16,180,702
Actual	14,189,270	14,694,276	14,539,385	15,421,000
Variance	1,268,230	879,024	1,354,160	759,702

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# **Administration**

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**CAO – Administration Budget Summary**

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**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, Procurement, Customer Service, and Information Technology activities.

**Budget Commentary**

The Chief Administrative Office – Administration proposed budget for 2024 totals \$783,923, increasing by \$127,263 or 19.4% above the prior year's appropriation. There is an increase in the budgeted positions in 2024.

**Payroll: Increase of \$127,263 or 23.1% above the prior year's appropriation.**

- *Regular Pay* includes cost of living increments for eligible employees, the addition of the Senior Administrative Analyst and the current Senior Administrative Analyst working out of class.

**Operations: Are unchanged from the prior year's appropriation.**

# Operating Budget Expenditures

1500010010

## CAO – Administration Budget Summary

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	682,306	550,060	677,773	127,713	
501030	Overtime 100%	1,500	1,000	-	(1,000)	
501040	Overtime 150%	500	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	550	550	
<b>Total Payroll</b>		<b>684,306</b>	<b>551,060</b>	<b>678,323</b>	<b>127,263</b>	<b>23.1%</b>
<u>Operations</u>						
511020	Mileage Allowance	100	100	100	-	
511100	Seminars & Conventions	6,000	3,000	3,000	-	
511120	Meeting Expenses	1,500	1,000	1,000	-	
511220	Dues & Memberships	1,500	500	500	-	
512080	Outside Services	300,000	100,000	100,000	-	
513010	Office Supplies	1,000	1,000	1,000	-	
<b>Total Operations</b>		<b>310,100</b>	<b>105,600</b>	<b>105,600</b>	<b>-</b>	<b>0.0%</b>
<b>Total Expenditure Classification</b>		<b>994,406</b>	<b>656,660</b>	<b>783,923</b>	<b>127,263</b>	<b>19.4%</b>
<u>Funding Allocation</u>						
Sewer Allocation 49%		487,300	321,800	384,122	62,400	
Water Allocation 51%		507,106	334,860	399,801	64,863	
		<b>994,406</b>	<b>656,660</b>	<b>783,923</b>	<b>127,263</b>	<b>19.4%</b>
<u>Authorized Positions</u>						
Chief Administrative Officer		1	1	1	-	
Chief Financial Officer/ Director of Finance		1	-	-	-	
Professional Level Trainee		1	-	-	-	
Assistant to Chief Administrative Officer		-	1	1	-	
Senior Administrative Analyst		1	1	2	1	
<b>Total Authorized Positions</b>		<b>4</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>33.3%</b>

# Operating Budget Expenditures

1500010010

## CAO – Administration Budget Summary

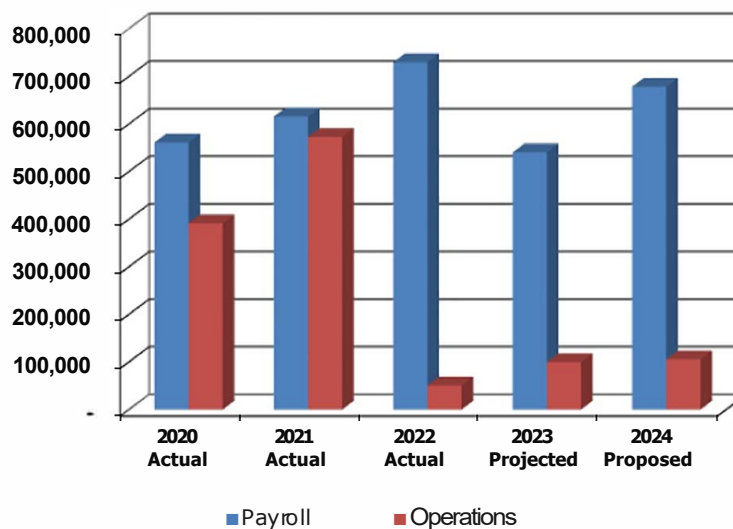
Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
	<u><b>Payroll</b></u>				
501010	Regular Pay	561,105	615,830	729,645	540,500
501030	Overtime 100%	1,399	50	43	-
501040	Overtime 150%	2,211	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<b>Total Payroll</b>	<b>564,715</b>	<b>615,880</b>	<b>729,688</b>	<b>540,500</b>
	<u><b>Operations</b></u>				
511020	Mileage Allowance	-	-	13	100
511100	Seminars & Conventions	310	4,780	-	-
511120	Meeting Expenses	214	225	-	500
511220	Dues & Memberships	644	460	535	200
512070	Consultant Services	11,600	-	-	-
512080	Outside Services	373,541	566,959	46,591	98,100
512220	Engineering Professional Fees	293	-	-	-
512210	Information System Professional Fees	-	-	3,072	-
513010	Office Supplies	1,255	342	466	600
	<b>Total Operations</b>	<b>387,857</b>	<b>572,766</b>	<b>50,677</b>	<b>99,500</b>
	<b>Total Expenditure Classification</b>	<b>952,572</b>	<b>1,188,646</b>	<b>780,365</b>	<b>640,000</b>
<u><b>Funding Allocation</b></u>					
	Sewer Allocation 49%	466,800	582,400	382,400	313,600
	Water Allocation 51%	485,772	606,246	397,965	326,400
		<b>952,572</b>	<b>1,188,646</b>	<b>780,365</b>	<b>640,000</b>



# Operating Budget Expenditures

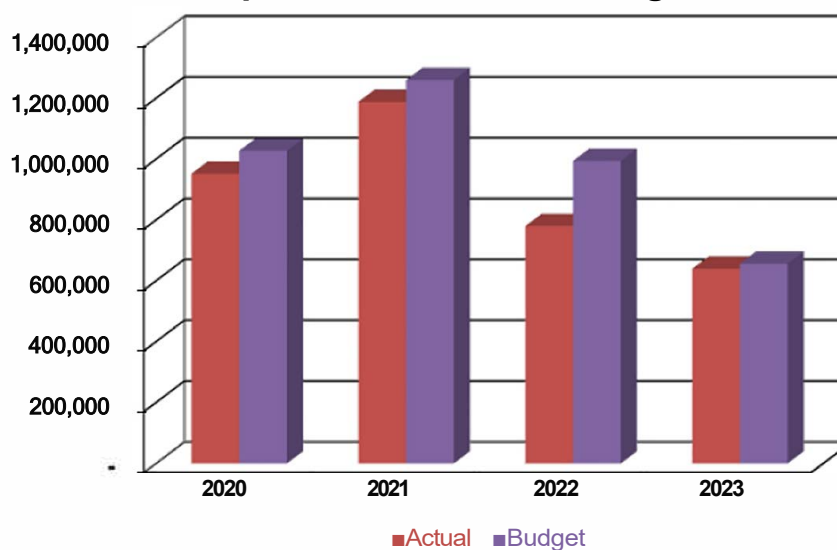
## CAO - Administration Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	561,105	615,830	729,645	540,500	678,323
Operations	391,467	572,816	50,720	99,500	105,600
Maintenance	-	-	-	-	-
<b>Total</b>	<b>952,572</b>	<b>1,188,646</b>	<b>780,365</b>	<b>640,000</b>	<b>783,923</b>

### Expenditures versus Budget

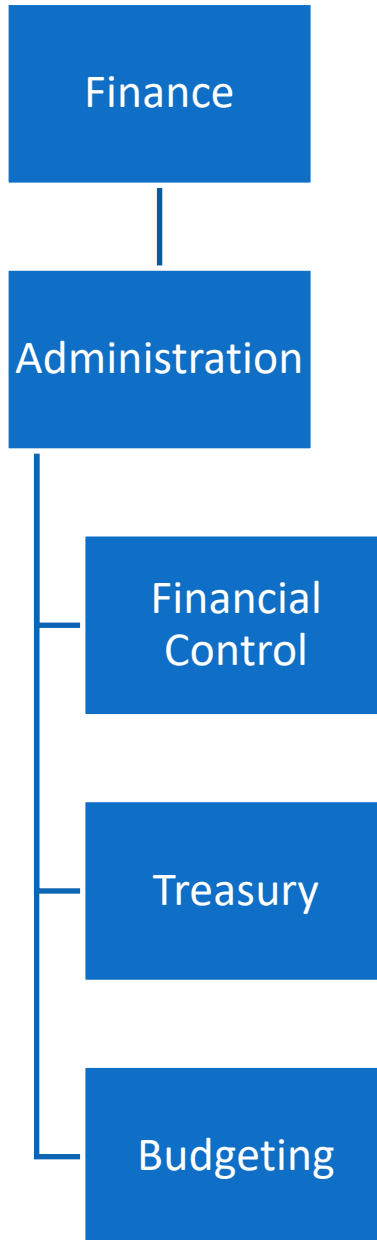


B/(W)	2020	2021	2022	2023
Budget	1,027,800	1,260,100	994,406	656,660
Actual	952,572	1,188,646	780,365	640,000
<b>Variance</b>	<b>75,228</b>	<b>71,454</b>	<b>214,041</b>	<b>16,660</b>

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# Finance

Administration  
Financial Control  
Treasury  
Budget Unit



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# Operating Budget Expenditures

## CAO – Finance Budget 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 2024 is \$3,520,544, which is an increase of \$281,186 or 8.7% above the prior year's appropriation. Budget details for the activities comprising the Finance Department follow.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	-	480,090	495,408	15,318	
Financial Control	1,127,108	977,404	1,010,068	32,664	
Treasury	1,386,550	1,258,227	1,323,673	65,446	
Budget Unit	485,547	523,637	691,395	167,758	
<b>Total Summary by Activity</b>	<b>2,999,205</b>	<b>3,239,358</b>	<b>3,520,544</b>	<b>281,186</b>	<b>8.7%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	2,820,305	3,013,208	3,295,219	282,011	
Overtime 100%	8,000	8,000	8,000	-	
Overtime 150%	12,000	12,000	12,000	-	
Overtime 200%	-	-	-	-	
Temporary Help	-	-	-	-	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	3,900	4,050	4,225	175	
<b>Total Payroll</b>	<b>2,844,205</b>	<b>3,037,258</b>	<b>3,319,444</b>	<b>282,186</b>	<b>9.3%</b>
Operations	155,000	202,100	201,100	(1,000)	-0.5%
Maintenance	-	-	-	-	0.0%
Capital	-	-	-	-	0.0%
<b>Total Summary by Major Account</b>	<b>2,999,205</b>	<b>3,239,358</b>	<b>3,520,544</b>	<b>281,186</b>	<b>8.7%</b>

### Funding Allocation

Sewer Allocation 49%	1,469,600	1,587,200	1,725,064	137,864	
Water Allocation 51%	1,529,605	1,652,158	1,795,480	143,322	
<b>Total Funding Allocation</b>	<b>2,999,205</b>	<b>3,239,358</b>	<b>3,520,544</b>	<b>281,186</b>	<b>8.7%</b>

### Authorized Positions

Administration	-	2	2	-	
Financial Control	10	9	9	-	
Treasury	12	11	11	-	
Budget Unit	4	4	5	1	
<b>Total Authorized Positions</b>	<b>26</b>	<b>26</b>	<b>27</b>	<b>1</b>	<b>3.8%</b>

# Operating Budget Expenditures

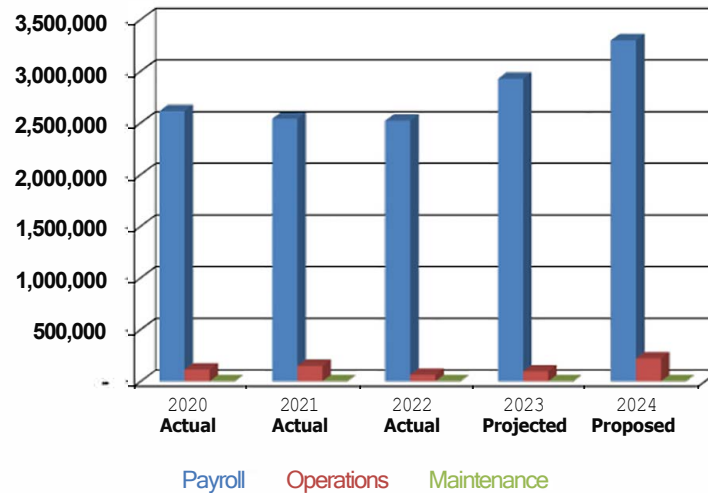
## CAO – Finance Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	-	-	-	377,390
Financial Control	1,202,960	1,244,411	850,176	934,700
Treasury	1,077,311	995,469	1,254,562	1,208,000
Budget Unit	446,515	449,856	479,149	502,075
<b>Total Summary by Activity</b>	<b>2,726,786</b>	<b>2,689,736</b>	<b>2,583,887</b>	<b>3,022,165</b>
<b><u>Summary by Major Account</u></b>				
Payroll				
Regular Pay	2,610,645	2,538,418	2,518,108	2,923,115
Overtime 100%	3,026	3,658	3,058	8,000
Overtime 150%	6,596	2,338	6,674	12,000
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,575	2,900	3,625	4,050
<b>Total Payroll</b>	<b>2,623,842</b>	<b>2,547,314</b>	<b>2,531,465</b>	<b>2,947,165</b>
Operations	102,944	142,422	52,422	75,000
Maintenance	-	-	-	-
Capital	-	-	-	-
<b>Total Summary by Major Account</b>	<b>2,726,786</b>	<b>2,689,736</b>	<b>2,583,887</b>	<b>3,022,165</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 49%	1,336,200	1,318,000	1,266,100	1,480,800
Water Allocation 51%	1,390,586	1,371,736	1,317,787	1,541,365
<b>Total Funding Allocation</b>	<b>2,726,786</b>	<b>2,689,736</b>	<b>2,583,887</b>	<b>3,022,165</b>

# Operating Budget Expenditures

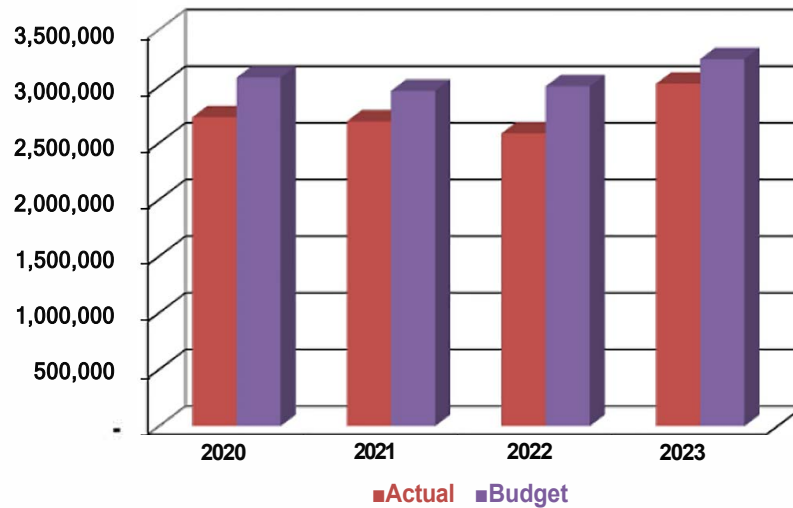
## CAO - Finance Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	2,614,220	2,541,318	2,521,733	2,927,165	3,299,444
Operations	112,566	148,418	62,154	95,000	221,100
Maintenance	.	.	.	.	.
<b>Total</b>	<b>2,726,786</b>	<b>2,689,736</b>	<b>2,583,887</b>	<b>3,022,165</b>	<b>3,520,544</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	3,075,400	2,959,800	2,999,205	3,239,358
Actual	2,726,786	2,689,736	2,583,887	3,022,165
Variance	348,614	270,064	415,318	217,193

## Operating Budget Expenditures

1510010010

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### CAO – Finance – Administration

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#### 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 2024 proposed budget for Administration is \$495,408, \$15,318 or 3.2% above prior year's appropriation for 2024. All historical expenses are shown in the Chief Administrative Office – (1500010010).

**Payroll: Increase of \$15,318 or 4.1% above the prior year's appropriation.**

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

**Operations: Are unchanged from the prior year's appropriation.**



# Operating Budget Expenditures

1510010010

## CAO – Finance – Administration

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	-	376,090	391,133	15,043	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	275	275	
	<b>Total Payroll</b>	-	376,090	391,408	15,318	4.1%
<u>Operations</u>						
511100	Seminars & Conventions	-	3,000	3,000	-	
511120	Meeting Expenses	-	5,000	5,000	-	
511220	Dues & Memberships	-	500	500	-	
512080	Outside Services	-	95,000	95,000	-	
513010	Office Supplies	-	500	500	-	
	<b>Total Operations</b>	-	104,000	104,000	-	0.0%
	<b>Total Expenditure Classification</b>	-	480,090	495,408	15,318	3.2%
<u>Funding Allocation</u>						
	Sewer Allocation 49%	-	235,200	242,749	7,500	
	Water Allocation 51%	-	244,890	252,659	7,818	
	<b>Total Funding Allocation</b>	-	480,090	495,408	15,318	3.2%
<u>Authorized Positions</u>						
	Chief Financial Officer/ Director of Finance	-	1	1	-	
	Accounting Administrator	-	1	1	-	
	<b>Total Authorized Positions</b>	-	2	2	-	0.0%

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**CAO – Finance – Financial Control**

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**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; internal and external reporting; and other financial management analyses supporting all District operations and capital improvements.

**Budget Commentary**

The Financial Control proposed budget for 2024 totals \$1,010,068, an increase of \$32,664 or 3.3% above the prior year's appropriation. Budgeted positions are unchanged in 2024.

**Payroll: Increase of \$37,164 or 4.1% above the prior year's appropriation.**

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

**Operations: Decrease of \$4,500 or 7.4% below the prior year's appropriation.**

- Expenditures in *Employee Education* and *Seminars & Conventions* are decreasing based on projected spending.
- *Dues & Memberships* and *Office Supplies* are increasing based on anticipated spend.

# Operating Budget Expenditures

1510010020

## CAO – Finance – Financial Control

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	993,683	900,229	937,168	36,939	
501030	Overtime 100%	7,000	7,000	7,000	-	
501040	Overtime 150%	8,000	8,000	8,000	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,425	1,175	1,400	225	
	<i>Total Payroll</i>	1,010,108	916,404	953,568	37,164	4.1%
	<u>Operations</u>					
511050	Employee Education Program	6,000	6,000	1,000	(5,000)	
511100	Seminars & Conventions	5,000	5,000	3,000	(2,000)	
511220	Dues & Memberships	2,000	1,000	1,500	500	
512080	Outside Services	100,000	45,000	45,000	-	
513010	Office Supplies	4,000	4,000	6,000	2,000	
	<i>Total Operations</i>	117,000	61,000	56,500	(4,500)	-7.4%
	<i>Total Expenditure Classification</i>	1,127,108	977,404	1,010,068	32,664	3.3%
	<u>Funding Allocation</u>					
	Sewer Allocation 49%	552,300	478,900	494,933	16,000	
	Water Allocation 51%	574,808	498,504	515,135	16,664	
	<i>Total Funding Allocation</i>	1,127,108	977,404	1,010,068	32,664	3.3%
	<u>Authorized Positions</u>					
	Accountant 2	1	-	-	-	
	Accounting Administrator	2	2	2	-	
	Accounting Assistant	2	2	2	-	
	Accounts Payable Supervisor	1	-	-	-	
	Controller	1	1	1	-	
	Principal Account Clerk	2	3	3	-	
	Sr Administrative Analyst	1	1	1	-	
	<i>Total Authorized Positions</i>	10	9	9	-	0.0%

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**CAO – Finance – Treasury**

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**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, grant accounting, receivables collection, cash management, claims management, revenue forecasting, debt financing, and regulatory compliance.

**Budget Commentary**

The proposed 2024 Treasury budget is \$1,323,673, increasing by \$65,446 or 5.2% above the prior year's appropriation. Budgeted positions are unchanged in 2024.

**Payroll: Increase of \$65,946 or 5.3% above the prior year's appropriation.**

- *Regular Pay* increased by increments and cost-of-living increases for eligible employees
- *Longevity Pay* decreases based on participation for eligible employees.

**Operations: Decrease of \$500 or 2.0% below the prior year's appropriation.**

- A reduction of *Office Supplies* reflects historical spending.

# Operating Budget Expenditures

1510010030

## CAO – Finance – Treasury

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	1,352,575	1,225,127	1,291,398	66,271	
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	2,475	2,600	2,275	(325)	
	<b>Total Payroll</b>	<b>1,360,050</b>	<b>1,232,727</b>	<b>1,298,673</b>	<b>65,946</b>	<b>5.3%</b>
<u>Operations</u>						
511050	Employee Education Program	6,000	5,000	5,000	-	
511220	Dues & Memberships	1,000	1,000	1,000	-	
512080	Outside Services	10,000	10,000	10,000	-	
513010	Office Supplies	4,500	4,500	4,000	(500)	
519100	Printing	5,000	5,000	5,000	-	
	<b>Total Operations</b>	<b>26,500</b>	<b>25,500</b>	<b>25,000</b>	<b>(500)</b>	<b>-2.0%</b>
	<b>Total Expenditure Classification</b>	<b>1,386,550</b>	<b>1,258,227</b>	<b>1,323,673</b>	<b>65,446</b>	<b>5.2%</b>
<u>Funding Allocation</u>						
	Sewer Allocation 49%	679,400	616,500	648,599	32,100	
	Water Allocation 51%	707,150	641,727	675,074	33,346	
	<b>Total Funding Allocation</b>	<b>1,386,550</b>	<b>1,258,227</b>	<b>1,323,673</b>	<b>65,446</b>	<b>5.2%</b>
<u>Authorized Positions</u>						
	Accounting Assistant	2	1	1	-	
	Administrative Analyst	1	1	1	-	
	Accounting Administrator	1	-	-	-	
	Billing Analyst	1	1	1	-	
	Cash Management Analyst	1	1	1	-	
	Cost Analyst	1	2	2	-	
	Financial Analyst	2	1	1	-	
	Manager of Treasury	1	1	1	-	
	Principal Account Clerk	1	2	2	-	
	Treasury Receivables Administrator	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>-</b>	<b>0.0%</b>

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**CAO – Finance – Budget Unit**

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**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; 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 2024 totals \$691,395, an increase of \$167,758 or 32.0% above the prior year's appropriation. There are increases in the budgeted positions in 2024.

**Payroll: Increase of \$163,758 or 32.0% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, and the addition of an Administrator position.
- *Longevity Pay* is unchanged in 2024.

**Operations: Increase of \$4,000 or 34.5% above the prior year's appropriation.**

- *Employee Education Program* and *Dues and Membership* are increasing to support professional development.
- *Seminars & Conventions* and *Office Supplies* are decreasing to reflect anticipated spending.

# Operating Budget Expenditures

1510010040

## CAO – Finance – Budget Unit

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Payroll</u></b>						
501010	Regular Pay	474,047	511,762	675,520	163,758	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	275	275	-	
<b>Total Payroll</b>		474,047	512,037	675,795	163,758	32.0%
<b><u>Operations</u></b>						
511050	Employee Education Program	500	500	5,000	4,500	
511070	Employee Reimbursement	-	100	100	-	
511100	Seminars & Conventions	2,500	2,500	2,200	(300)	
511220	Dues & Memberships	500	500	800	300	
513010	Office Supplies	3,000	3,000	2,500	(500)	
519100	Printing	5,000	5,000	5,000	-	
<b>Total Operations</b>		11,500	11,600	15,600	4,000	34.5%
<b>Total Expenditure Classification</b>		485,547	523,637	691,395	167,758	32.0%
<b><u>Funding Allocation</u></b>						
Sewer Allocation 49%		237,900	256,600	338,783	82,200	
Water Allocation 51%		247,647	267,037	352,612	85,558	
<b>Total Funding Allocation</b>		485,547	523,637	691,395	167,758	32.0%
<b><u>Authorized Positions</u></b>						
Financial Analyst		2	2	2	-	
Manager of Budgeting & Analysis		1	1	1	-	
Administrator		-	-	1	1	
Senior Financial Analyst		1	1	1	-	
<b>Total Authorized Positions</b>		4	4	5	1	25.0%

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# Procurement

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**CAO – Procurement Budget Summary**

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**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 2024 Procurement budget is \$945,138, an increase of \$19,226 or 2.1% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$25,226 or 2.9% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Longevity Pay* overall has decreased due to decreased participation, offset by increases from a new contractual agreement for eligible employees.

**Operations: Decrease of \$6,000 or 9.6% below the prior year's appropriation.**

- *Mileage Allowance, Seminars & Conventions* and *Dues & Memberships* are proposed to increase to support professional development.

# Operating Budget Expenditures

1510020010

## CAO – Procurement Budget Summary

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	917,557	857,237	884,963	27,726	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Help	-	6,000	3,000	(3,000)	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	700	375	875	500	
	<b>Total Payroll</b>	<b>918,257</b>	<b>863,612</b>	<b>888,838</b>	<b>25,226</b>	<b>2.9%</b>
	<u>Operations</u>					
511020	Mileage Allowance	-	-	100	100	
511100	Seminars & Conventions	2,000	2,000	4,000	2,000	
511120	Meeting Expenses	300	300	200	(100)	
511210	Books & Periodicals	100	-	-	-	
511220	Dues & Memberships	-	500	1,500	1,000	
512080	Outside Services	60,000	50,000	42,000	(8,000)	
512110	Legal Advertising	6,000	6,000	6,000	-	
513010	Office Supplies	3,500	3,500	2,500	(1,000)	
	<b>Total Operations</b>	<b>71,900</b>	<b>62,300</b>	<b>56,300</b>	<b>(6,000)</b>	<b>-9.6%</b>
	<b>Total Expenditure Classification</b>	<b>990,157</b>	<b>925,912</b>	<b>945,138</b>	<b>19,226</b>	<b>2.1%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 49%	485,200	453,700	463,117	9,400	
	Water Allocation 51%	504,957	472,212	482,021	9,826	
	<b>Total Funding Allocation</b>	<b>990,157</b>	<b>925,912</b>	<b>945,138</b>	<b>19,226</b>	<b>2.1%</b>
	<u>Authorized Positions</u>					
	Compliance Analyst	1	1	1	-	
	Contract Specialist	3	3	3	-	
	Manager of Procurement	1	1	1	-	
	Procurement Specialist	1	2	2	-	
	Strategic Sourcing Specialist	1	-	-	-	
	<b>Total Authorized Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>-</b>	<b>0.0%</b>

# Operating Budget Expenditures

1510020010

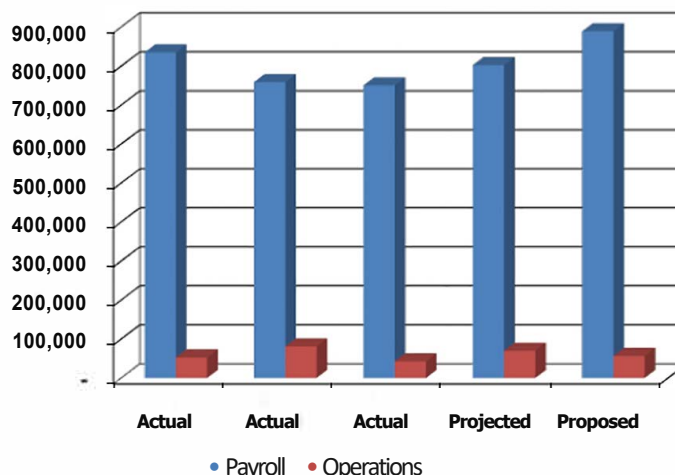
## CAO – Procurement Budget Summary

Commitment Item Expenditure Classification		2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Payroll</u></b>					
501010	Regular Pay	833,447	757,787	747,466	795,625
501030	Overtime 100%	460	-	-	-
501040	Overtime 150%	41	-	-	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	-	1,870	6,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,500	700	700	375
<b>Total Payroll</b>		<b>835,448</b>	<b>758,487</b>	<b>750,036</b>	<b>802,000</b>
<b><u>Operations</u></b>					
511020	Mileage Allowance	-	-	11	200
511100	Seminars & Conventions	8	-	-	2,000
511120	Meeting Expenses	80	-	207	300
511210	Books & Periodicals	-	59	6	-
512080	Outside Services	47,056	73,343	35,281	59,535
512110	Legal Advertising	2,776	4,131	4,341	5,000
513010	Office Supplies	2,035	3,133	2,392	2,400
<b>Total Operations</b>		<b>51,955</b>	<b>80,666</b>	<b>42,238</b>	<b>69,435</b>
<b>Total Expenditure Classification</b>		<b>887,403</b>	<b>839,153</b>	<b>792,274</b>	<b>871,435</b>
<b><u>Funding Allocation</u></b>					
Sewer Allocation 49%		434,800	411,200	388,200	427,000
Water Allocation 51%		452,603	427,953	404,074	444,435
<b>Total Funding Allocation</b>		<b>887,403</b>	<b>839,153</b>	<b>792,274</b>	<b>871,435</b>

# Operating Budget Expenditures

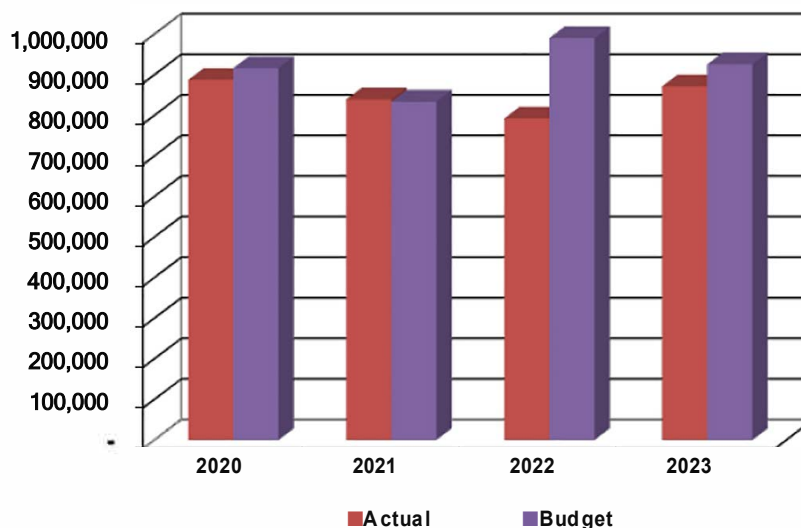
## CAO - Procurement Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	834,947	758,487	750,036	802,000	888,838
Operations	52,456	80,666	42,238	69,435	56,300
Maintenance	.	.	.	.	.
<b>Total</b>	<b>887,403</b>	<b>839,153</b>	<b>792,274</b>	<b>871,435</b>	<b>945,138</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	916,300	833,700	990,157	925,912
Actual	887,403	839,153	792,274	871,435
<b>Variance</b>	<b>28,897</b>	<b>(5,453)</b>	<b>197,883</b>	<b>54,477</b>

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## **Customer Service**

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**CAO – Customer Service Budget Summary**

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**Description**

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

**Budget Commentary**

The Customer Service proposed budget for 2024 totals \$2,005,643 reflecting a decrease of \$17,801 or 0.9% below the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$29,499 or 2.6% above the prior year's appropriation.**

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

**Operations: Decrease of \$42,300 or 4.9% below the prior year's appropriation.**

- Various allotments are increasing to support professional development and new contractual agreements for eligible employees.
- *Outside Services* is decreasing as more customers elect electronic billing correspondence.
- *Equipment Leases, Photocopier Rental and Postage* are increasing based on current monthly billing expenditures.

**Maintenance: Decrease of \$5,000 or 100% below the prior year's appropriation.**

- *Office Furniture & Equipment* are decreasing to reflect anticipated spend.

# Operating Budget Expenditures

1510030010

## CAO – Customer Service Budget Summary

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	1,075,072	1,137,119	1,156,393	19,274	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	15,000	15,000	25,000	10,000	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Help	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	3,025	3,775	4,000	225	
	<b>Total Payroll</b>	<b>1,093,097</b>	<b>1,155,894</b>	<b>1,185,393</b>	<b>29,499</b>	<b>2.6%</b>
<u>Operations</u>						
511010	Clothing Allowance	400	1,250	1,700	450	
511070	Employee Reimbursement	-	-	500	500	
511120	Meeting Expenses	300	300	500	200	
512080	Outside Services	850,000	800,000	700,000	(100,000)	
513010	Office Supplies	5,000	5,000	4,550	(450)	
519020	Postage	40,000	40,000	80,000	40,000	
519030	Envelopes	6,000	3,000	3,000	-	
523130	Photocopier Rental	13,000	13,000	15,000	2,000	
523160	Equipment Leases	22,000	-	15,000	15,000	
	<b>Total Operations</b>	<b>936,700</b>	<b>862,550</b>	<b>820,250</b>	<b>(42,300)</b>	<b>-4.9%</b>
<u>Maintenance</u>						
521050	Office Furniture & Equipment	5,000	5,000	-	(5,000)	
	<b>Total Maintenance</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>(5,000)</b>	<b>-100.0%</b>
<b>Total Expenditure Classification</b>		<b>2,034,797</b>	<b>2,023,444</b>	<b>2,005,643</b>	<b>(17,801)</b>	<b>-0.9%</b>
<u>Funding Allocation</u>						
Sewer Allocation 49%		997,100	991,500	982,765	(8,700)	
Water Allocation 51%		1,037,697	1,031,944	1,022,878	(9,101)	
<b>Total Funding Allocation</b>		<b>2,034,797</b>	<b>2,023,444</b>	<b>2,005,643</b>	<b>(17,801)</b>	<b>-0.9%</b>
<u>Authorized Positions</u>						
Administrative Assistant		1	1	1	-	
Customer Services Rep.		6	6	6	-	
Customer Services Supervisor		1	1	1	-	
Manager of Customer Service		1	1	1	-	
Principal Account Clerk		3	3	3	-	
<b>Total Authorized Positions</b>		<b>12</b>	<b>12</b>	<b>12</b>	<b>-</b>	<b>0.0%</b>

# Operating Budget Expenditures

1510030010

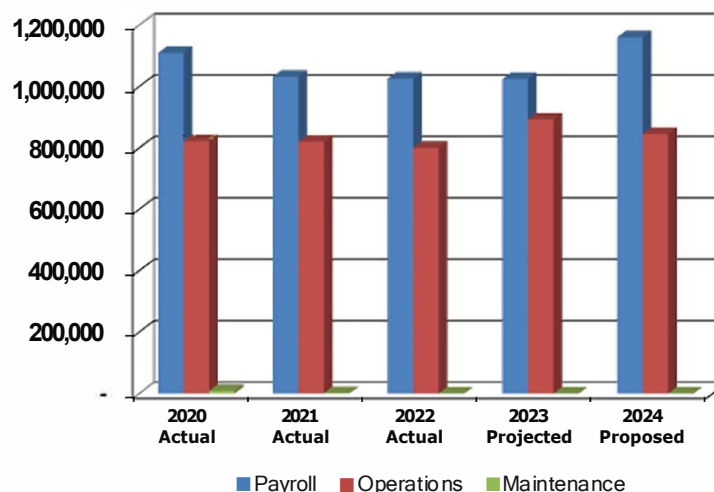
## CAO – Customer Service Budget Summary

Commitment Item Expenditure Classification		2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Payroll</u></b>					
501010	Regular Pay	1,105,316	1,028,956	1,022,780	1,020,925
501030	Overtime 100%	-	-	-	-
501040	Overtime 150%	12,284	4,672	13,830	15,000
501050	Overtime 200%	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	4,325	3,025	3,025	3,775
	<b>Total Payroll</b>	<b>1,121,925</b>	<b>1,036,653</b>	<b>1,039,635</b>	<b>1,039,700</b>
<b><u>Operations</u></b>					
511010	Clothing Allowance	750	325	325	500
511070	Employee Reimbursement	-	-	319	-
511120	Meeting Expenses	154	-	310	300
512080	Outside Services	704,946	740,749	709,177	800,000
513010	Office Supplies	5,319	2,241	9,353	9,400
519020	Postage	35,100	40,000	41,561	40,000
519030	Envelopes	-	3,858	2,137	3,700
523130	Photocopier Rental	15,897	13,996	13,751	13,000
523140	Other Equipment Rental	47,570	213	-	-
523160	Equipment Leases	-	14,025	10,052	10,800
	<b>Total Operations</b>	<b>809,736</b>	<b>815,407</b>	<b>786,985</b>	<b>877,700</b>
<b><u>Maintenance</u></b>					
521050	Office Furniture & Equipment	8,598	1,489	-	-
	<b>Total Maintenance</b>	<b>8,598</b>	<b>1,489</b>	<b>-</b>	<b>-</b>
	<b>Total Expenditure Classification</b>	<b>1,940,259</b>	<b>1,853,549</b>	<b>1,826,620</b>	<b>1,917,400</b>
<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	950,700	908,200	895,000	939,500
	Water Allocation 51%	989,559	945,349	931,620	977,900
	<b>Total Funding Allocation</b>	<b>1,940,259</b>	<b>1,853,549</b>	<b>1,826,620</b>	<b>1,917,400</b>

# Operating Budget Expenditures

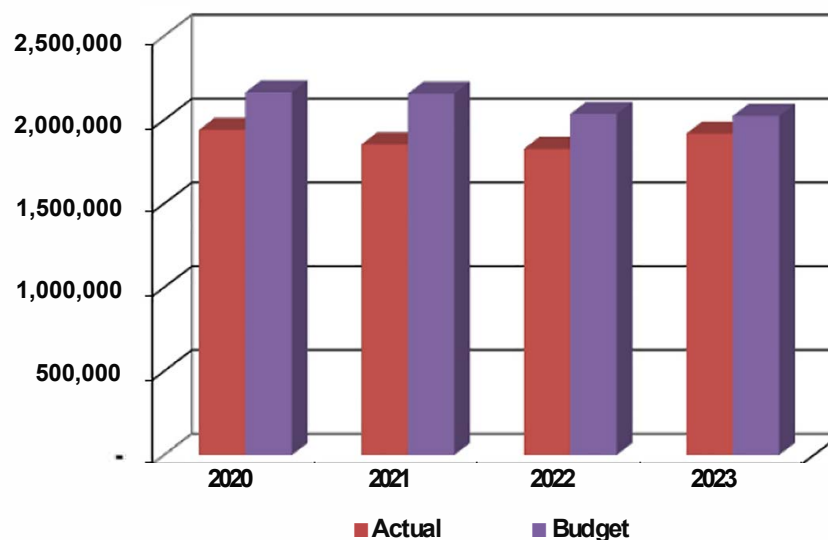
## CAO - Customer Service Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	1,109,641	1,031,981	1,025,805	1,024,700	1,160,393
Operations	822,020	820,079	800,815	892,700	845,250
Maintenance	8,598	1,489	.	.	.
<b>Total</b>	<b>1,940,259</b>	<b>1,853,549</b>	<b>1,826,620</b>	<b>1,917,400</b>	<b>2,005,643</b>

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	2,163,800	2,156,100	2,034,797	2,023,444
Actual	1,940,259	1,853,549	1,826,620	1,917,400
Variance	223,541	302,551	208,177	106,044

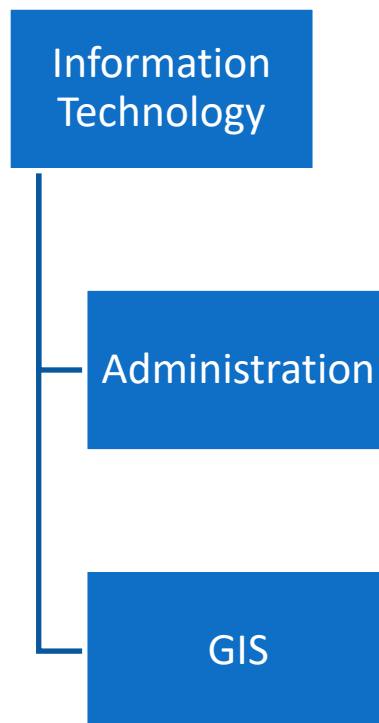
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# Information Technology

Administration

Geographic Information System



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# Operating Budget Expenditures

## CAO – Information Technology – Budget 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 \$9,465,630, reflecting an increase of \$130,302 or a 1.4% increase above the prior year's appropriation. Details regarding the two activity budgets that comprise the Information Technology Department — Administration and GIS Services — are on subsequent pages. The net budgeted positions are unchanged in 2024.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	8,264,013	8,741,955	8,940,614	198,659	
GIS	610,967	593,373	525,016	(68,357)	
<i>Total Summary by Activity</i>	8,874,980	9,335,328	9,465,630	130,302	1.4%
<b><u>Summary by Major Accounts</u></b>					
Payroll					
Regular Pay	2,109,155	2,208,803	2,286,755	77,952	
Overtime 100%	16,000	16,000	16,000	-	
Overtime 150%	30,000	30,000	30,000	-	
Overtime 200%	-	-	5,000	5,000	
Temporary Help	-	6,000	15,000	9,000	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	3,825	4,325	3,275	(1,050)	
<i>Total Payroll</i>	2,158,980	2,265,128	2,356,030	90,902	4.0%
Operations	4,416,600	4,650,200	4,659,600	9,400	0.2%
Maintenance	2,299,400	2,420,000	2,450,000	30,000	1.2%
<i>Total Summary by Major Accounts</i>	8,874,980	9,335,328	9,465,630	130,302	1.4%

### Funding Allocation

Sewer Allocation 33%	2,928,700	3,080,600	3,123,657	43,000	
Water Allocation 67%	5,946,280	6,254,728	6,341,973	87,302	
<i>Total Funding Allocation</i>	8,874,980	9,335,328	9,465,630	130,302	1.4%

### Authorized Positions

Administration	12	12	13	1	
GIS	5	5	4	(1)	
<i>Total Authorized Positions</i>	17	17	17	-	0.0%

# Operating Budget Expenditures

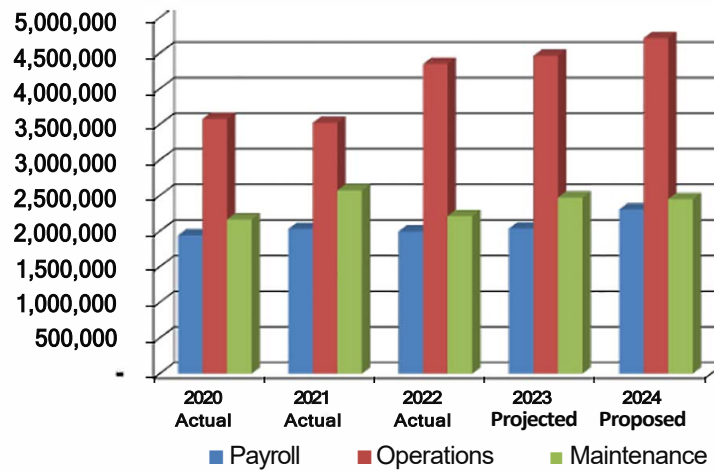
## CAO – Information Technology – Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	7,029,426	7,496,687	7,994,463	8,559,550
GIS	652,824	626,505	561,776	410,450
<b>Total Summary by Activity</b>	<b>7,682,250</b>	<b>8,123,192</b>	<b>8,556,239</b>	<b>8,970,000</b>
<b><u>Summary by Major Accounts</u></b>				
Payroll				
Regular Pay	1,938,427	2,026,912	1,983,046	2,026,000
Overtime 100%	18,209	14,798	10,733	15,300
Overtime 150%	53,039	13,204	11,647	30,200
Overtime 200%	-	-	-	3,500
Temporary Help	-	-	8,968	7,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	4,225	4,425	3,825	2,650
<b>Total Payroll</b>	<b>2,013,900</b>	<b>2,059,339</b>	<b>2,018,219</b>	<b>2,084,650</b>
Operations	3,504,698	3,492,514	4,326,668	4,414,150
Maintenance	2,163,652	2,571,339	2,211,352	2,471,200
<b>Total Summary by Major Accounts</b>	<b>7,682,250</b>	<b>8,123,192</b>	<b>8,556,239</b>	<b>8,970,000</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 33%	2,535,100	2,680,600	2,823,600	2,960,100
Water Allocation 67%	5,147,150	5,442,592	5,732,639	6,009,900
<b>Total Funding Allocation</b>	<b>7,682,250</b>	<b>8,123,192</b>	<b>8,556,239</b>	<b>8,970,000</b>

## Budget Expenditure

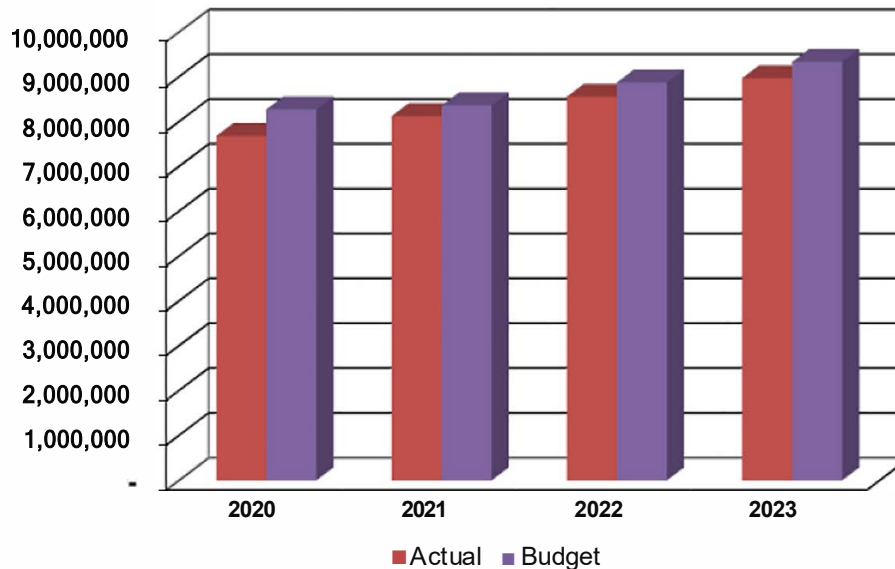
### CAO - Information Technology Expenditure History

#### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	1,942,652	2,031,337	1,995,839	2,035,650	2,305,030
Operations	3,575,946	3,520,516	4,349,048	4,463,150	4,710,600
Maintenance	2,163,652	2,571,339	2,211,352	2,471,200	2,450,000
<b>Total</b>	<b>7,682,250</b>	<b>8,123,192</b>	<b>8,556,239</b>	<b>8,970,000</b>	<b>9,465,630</b>

#### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	8,274,200	8,363,600	8,874,980	9,335,328
Actual	7,682,250	8,123,192	8,556,239	8,970,000
<b>Variance</b>	<b>591,950</b>	<b>240,408</b>	<b>318,741</b>	<b>365,328</b>

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**CAO – Information Technology Administration**

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**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 and**

The proposed Information Technology budget in 2024 is \$8,940,614 which is an increase of \$198,659 or 2.3% above the prior year's appropriation. There is an increase in budgeted positions in 2024.

**Payroll: Increase of \$178,759 or 10.3% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to a Professional Level Associate position.
- *Temporary Pay* is increasing to reflect the increased demand for IT interns.
- *Longevity Pay* has increased due to participation and contractual agreements for eligible employees

**Operations: Increase of \$9,900 or 0.2% above the prior year's appropriation.**

- *Employee Education Program, Employee Reimbursement, and Seminars & Conventions* are increasing to support professional development.
- A decrease in *Outside Services, Photocopier Rental* and *Equipment Leases* reflects the reduction of services based on current expenditures.
- An increase in *Telephone Voice & Data Lines* offset by *Mobile Communications* reflects The District's investment in cost savings initiatives through cloud migration in 2024.
- 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: Increase of \$10,000 or 0.4% above the prior year's appropriation.**

- *Infrastructure Equipment/Licenses* and *Information System R&M* reflects the continued initiative of standardizing MDC technology, ensuring interoperability throughout the organization. The decrease reflects the continued cost savings commitment to cloud services.
- *Communications Equipment R&M* increasing to support with current spending levels.

# Operating Budget Expenditures

1600010010

## CAO – Information Technology Administration

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	1,604,613	1,681,080	1,845,739	164,659	
501030	Overtime 100%	15,000	15,000	15,000	-	
501040	Overtime 150%	30,000	30,000	30,000	-	
501050	Overtime 200%	-	-	5,000	5,000	
501020	Temporary Pay	-	6,000	15,000	9,000	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,400	1,675	1,775	100	
	<b>Total Payroll</b>	<b>1,651,013</b>	<b>1,733,755</b>	<b>1,912,514</b>	<b>178,759</b>	<b>10.3%</b>
<u>Operations</u>						
511020	Mileage Allowance	500	500	500	-	
511030	Meals Allowance	200	-	-	-	
511050	Employee Education Program	15,000	10,000	15,000	5,000	
511070	Employee Reimbursement	-	-	1,500	1,500	
511100	Seminars & Conventions	300	2,000	7,500	5,500	
511110	Business Travel	2,500	2,500	1,900	(600)	
511120	Meeting Expenses	500	500	500	-	
511210	Books & Periodicals	1,000	1,000	1,000	-	
511220	Dues & Memberships	6,000	6,700	6,700	-	
512080	Outside Services	232,000	722,000	700,000	(22,000)	
512210	Information System Professional Fees	2,410,000	1,900,000	1,900,000	-	
513010	Office Supplies	3,000	3,000	3,000	-	
514110	Telephone Voice & Data Lines	745,000	708,000	755,000	47,000	
514120	Mobile Communications	375,000	360,000	340,000	(20,000)	
523130	Photocopier Rental	67,000	20,000	15,000	(5,000)	
523160	Equipment Leases	100,000	100,000	100,000	-	
523170	Subscription Based Services	430,000	802,000	800,500	(1,500)	
	<b>Total Operations</b>	<b>4,388,000</b>	<b>4,638,200</b>	<b>4,648,100</b>	<b>9,900</b>	<b>0.2%</b>
<u>Maintenance</u>						
521190	Infrastructure Equip/Licenses	65,000	225,000	200,000	(25,000)	
522020	Communications Equipment R&M	420,000	420,000	480,000	60,000	
522030	Information System R&M	1,740,000	1,725,000	1,700,000	(25,000)	
	<b>Total Maintenance</b>	<b>2,225,000</b>	<b>2,370,000</b>	<b>2,380,000</b>	<b>10,000</b>	<b>0.4%</b>
	<b>Total Expenditure Classification</b>	<b>8,264,013</b>	<b>8,741,955</b>	<b>8,940,614</b>	<b>198,659</b>	<b>2.3%</b>
<u>Funding Allocation</u>						
	Sewer Allocation 33%	2,727,100	2,884,800	2,950,402	65,600	
	Water Allocation 67%	5,536,913	5,857,155	5,990,212	133,059	
	<b>Total Funding Allocation</b>	<b>8,264,013</b>	<b>8,741,955</b>	<b>8,940,614</b>	<b>198,659</b>	<b>2.3%</b>
<u>Authorized Positions</u>						
	Business Systems Analyst	5	5	5	-	
	Business Systems & Security Admin.	1	1	1	-	
	Director of Information Services	1	1	1	-	
	Information Tech. Project Manager	1	1	1	-	
	Manager of Information Services	1	1	1	-	
	Network Analyst	3	3	3	-	
	Professional Level Associate	-	-	1	1	
	<b>Total Authorized Positions</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>1</b>	<b>8.3%</b>

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**CAO – Information Technology: GIS**

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**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 2024 is \$525,016, a decrease of \$68,357 or 11.5% below prior year's appropriation. The budgeted positions have decreased in 2024.

**Payroll: Decrease of \$87,857 or 16.5% below the prior year's appropriation.**

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

**Operations: Decrease of \$500 or 4.2% below the prior year's appropriation.**

- *Seminars and Conventions* are increasing to support professional development, offset by a decrease in *Printing* to align with historic spending.

**Maintenance: Increase of \$20,000 or 40.0% above the prior year's appropriation.**

- *GIS R&M* is increasing to reflect increased software costs.



# Operating Budget Expenditures

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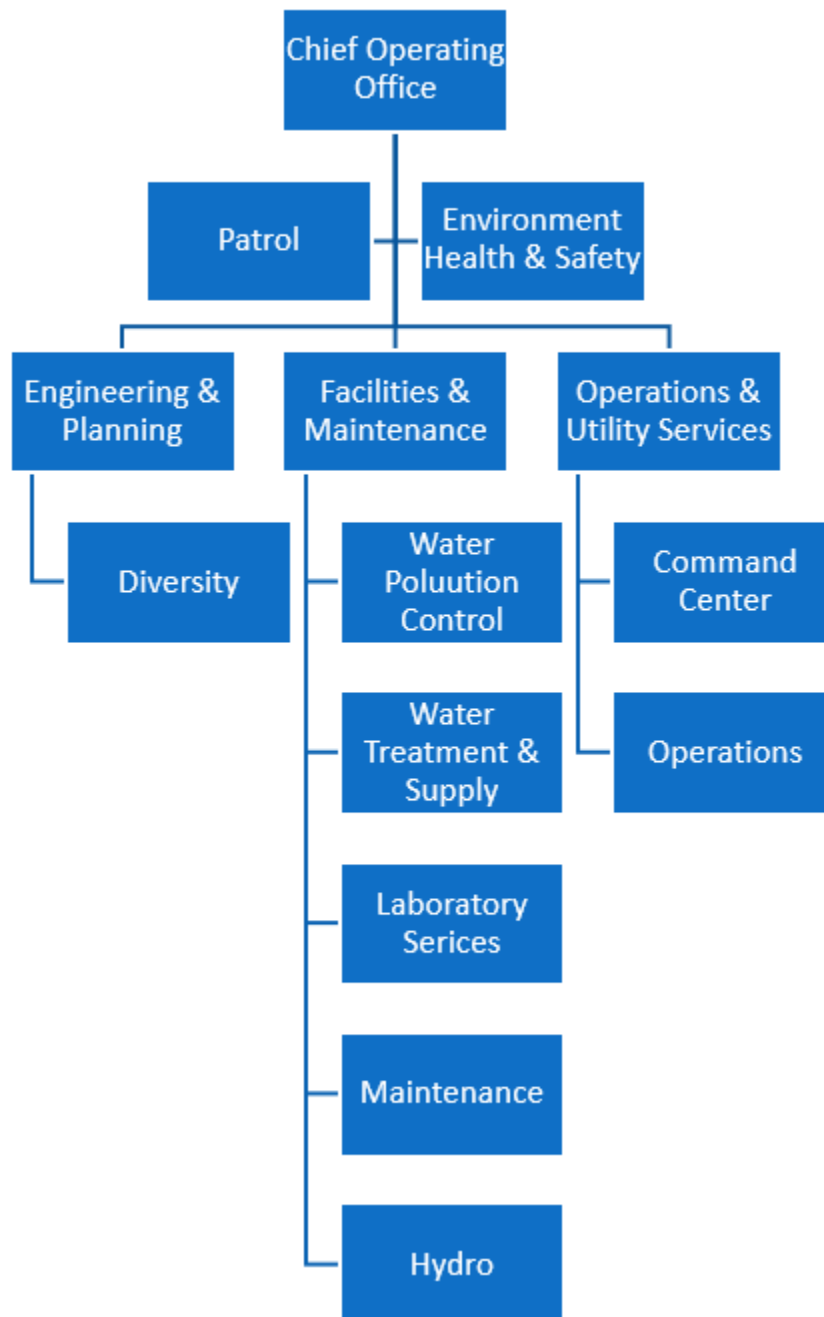
## CAO – Information Technology: GIS

Commitment Item Expenditure Classification		2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<u>Payroll</u>						
501010	Regular Pay	504,542	527,723	441,016	(86,707)	
501030	Overtime 100%	1,000	1,000	1,000	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	2,425	2,650	1,500	(1,150)	
	<b>Total Payroll</b>	<b>507,967</b>	<b>531,373</b>	<b>443,516</b>	<b>(87,857)</b>	<b>-16.5%</b>
<u>Operations</u>						
511070	Employee Reimbursement	-	-	-	-	
511100	Seminars & Conventions	700	500	4,000	3,500	
511220	Dues & Memberships	500	500	500	-	
512080	Outside Services	10,200	5,000	5,000	-	
513010	Office Supplies	2,000	2,000	2,000	-	
513060	Information Systems Supplies	11,200	-	-	-	
519100	Printing	4,000	4,000	-	(4,000)	
	<b>Total Operations</b>	<b>28,600</b>	<b>12,000</b>	<b>11,500</b>	<b>(500)</b>	<b>-4.2%</b>
<u>Maintenance</u>						
521080	Tool & Work Equipment	1,600	-	-	-	
522020	Communications Equipment R&M	4,000	-	-	-	
522150	Gis R&M	68,800	50,000	70,000	20,000	
	<b>Total Maintenance</b>	<b>74,400</b>	<b>50,000</b>	<b>70,000</b>	<b>20,000</b>	<b>40.0%</b>
	<b>Total Expenditure Classification</b>	<b>610,967</b>	<b>593,373</b>	<b>525,016</b>	<b>(68,357)</b>	<b>-11.5%</b>
<u>Funding Allocation</u>						
Sewer Allocation 33%		201,600	195,800	173,255	(22,600)	
Water Allocation 67%		409,367	397,573	351,761	(45,757)	
	<b>Total Funding Allocation</b>	<b>610,967</b>	<b>593,373</b>	<b>525,016</b>	<b>(68,357)</b>	<b>-11.5%</b>
<u>Authorized Positions</u>						
Principal GIS Analyst		2	2	2	-	
GIS Analyst		1	1	1	-	
Mapping Technician		2	2	1	(1)	
	<b>Total Authorized Positions</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>(1)</b>	<b>-20.0%</b>

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# Chief Operating Office (COO)

Engineering & Planning  
Facilities & Maintenance  
Operations & Utility Services  
Patrol  
Environment Health & Safety



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# Operating Budget Expenditures

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## COO Budget Summary

### Description

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

### Budget Commentary

The Chief Operating Office (COO) budgets for 2024 are \$70,017,613, an increase of \$234,777 or 0.3% above the prior year's appropriation. Budget details for the activities comprising the Chief Operating Office departments follow. Authorized positions were increased by 4 with 1 position transferred from the CAO division and 5 positions transferred from various Capital programs.

# Operating Budget Expenditures

## COO Budget Summary

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Operating Office	765,354	871,442	513,341	(358,101)	
Engineering & Planning	1,093,132	1,073,777	865,618	(208,159)	
Environment, Health & Safety	980,718	1,013,244	1,031,899	18,655	
Command Center	4,419,995	6,059,793	6,618,317	558,524	
Operations	13,074,234	14,194,647	15,385,397	1,190,750	
Laboratory Services	1,579,554	1,579,289	1,576,529	(2,760)	
Water Pollution Control	20,573,002	21,537,206	20,373,122	(1,164,084)	
Maintenance	12,485,281	12,707,413	13,096,991	389,578	
Water Treatment & Supply	8,101,154	9,292,383	9,219,496	(72,887)	
Patrol	1,470,957	1,453,642	1,336,903	(116,739)	
<b>Total Summary by Activity</b>	<b>64,543,381</b>	<b>69,782,836</b>	<b>70,017,613</b>	<b>234,777</b>	<b>0.3%</b>
<b><u>Summary by Major Accounts</u></b>					
Payroll					
Regular Pay	29,614,202	32,217,379	33,392,161	1,174,782	
Overtime 100%	10,000	-	500	500	
Overtime 150%	2,659,200	2,665,500	2,715,258	49,758	
Overtime 200%	1,339,000	1,338,000	1,333,480	(4,520)	
Temporary Help	35,000	46,000	36,500	(9,500)	
Standby & Premium Pay	335,400	337,150	439,624	102,474	
Longevity Pay	46,150	52,450	118,200	65,750	
<b>Total Payroll</b>	<b>34,038,952</b>	<b>36,656,479</b>	<b>38,035,723</b>	<b>1,379,244</b>	<b>3.8%</b>
Operations	26,307,329	28,596,757	27,574,240	(1,022,517)	-3.9%
Maintenance	4,197,100	4,529,600	4,407,650	(121,950)	-2.9%
Capital Outlay	-	-	-	-	0.0%
Contingency	-	-	-	-	0.0%
Contributions to General Fund	-	-	-	-	0.0%
<b>Total Summary by Major Accounts</b>	<b>64,543,381</b>	<b>69,782,836</b>	<b>70,017,613</b>	<b>234,777</b>	<b>0.3%</b>

### Funding Allocation

Sewer Allocation - Composite	33,611,702	35,580,306	34,825,273	(755,384)	
Water Allocation - Composite	30,931,679	34,202,530	35,192,340	990,161	
<b>Total Funding Allocation</b>	<b>64,543,381</b>	<b>69,782,836</b>	<b>70,017,613</b>	<b>234,777</b>	<b>0.3%</b>

Authorized Positions	2022 Adopted	2023 Adopted	2024 Proposed	Change	% Change
Operating Office	4	4	2	(2)	
Engineering & Planning	5	5	3	(2)	
Environment, Health & Safety	4	4	4	-	
Command Center	33	46	49	3	
Operations	89	90	88	(2)	
Laboratory Services	8	7	8	1	
Water Pollution Control	58	58	58	-	
Maintenance	54	52	57	5	
Water Treatment & Supply	43	40	39	(1)	
Patrol	8	7	9	2	
<b>Total Authorized Positions</b>	<b>306</b>	<b>313</b>	<b>317</b>	<b>4</b>	<b>1.3%</b>

# Operating Budget Expenditures

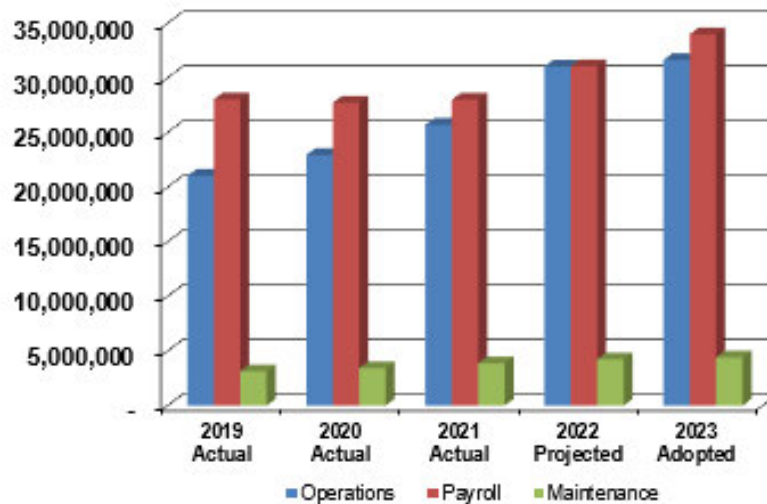
## COO Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Operating Office	691,540	732,120	679,823	870,504
Engineering & Planning	1,020,071	908,077	922,378	912,625
Environment, Health & Safety	780,595	814,446	769,207	960,475
Command Center	3,966,935	4,037,375	4,557,438	6,059,792
Operations	9,798,734	11,515,066	12,851,659	14,194,647
Laboratory Services	1,530,049	1,408,957	1,363,945	1,428,127
Water Pollution Control	15,538,428	16,341,011	17,228,558	20,489,067
Maintenance	10,207,879	10,022,212	10,729,986	11,384,849
Water Treatment & Supply	7,595,321	7,000,555	7,201,025	8,765,804
Patrol	1,066,610	1,311,532	1,268,747	1,271,512
<i>Total Summary by Activity</i>	52,196,162	54,091,351	57,572,766	66,337,403
<b><u>Summary by Major Accounts</u></b>				
Payroll				
Regular Pay	27,501,756	27,288,541	27,612,542	30,667,631
Overtime 100%	6,206	1,203	477	500
Overtime 150%	2,397,544	2,732,728	2,720,900	2,756,651
Overtime 200%	1,000,966	1,195,493	1,165,851	1,310,045
Temporary Help	104,284	848	1,224	1,200
Standby & Premium Pay	387,403	390,555	333,512	314,144
Longevity Pay	45,364	42,753	46,926	85,800
<i>Total Payroll</i>	31,443,523	31,652,121	31,881,432	35,135,971
Operations	17,622,631	19,016,609	21,814,257	26,961,723
Maintenance	3,130,008	3,422,621	3,877,077	4,239,709
Capital Outlay	-	-	-	-
Contingency	-	-	-	-
Contributions to General Fund	-	-	-	-
<i>Total Summary by Major Accounts</i>	52,196,162	54,091,351	57,572,766	66,337,403
<b><u>Funding Allocation</u></b>				
Sewer Allocation - Composite	26,294,328	27,382,611	29,065,458	33,706,567
Water Allocation - Composite	25,901,834	26,708,740	28,507,308	32,630,836
<i>Total Funding Allocation</i>	52,196,162	54,091,351	57,572,765	66,337,403

# Operating Budget Expenditures

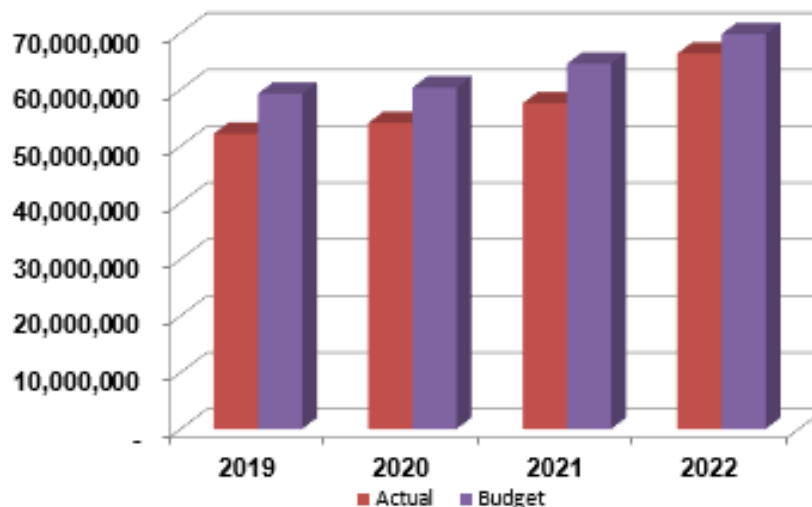
## COO Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Requested
Payroll	28,038,807	27,722,100	27,994,204	31,068,775	33,986,485
Operations	21,027,347	22,946,630	25,701,485	31,028,919	31,623,478
Maintenance	3,130,008	3,422,621	3,877,077	4,239,709	4,407,650
<b>Total</b>	<b>52,196,162</b>	<b>54,091,351</b>	<b>57,572,766</b>	<b>66,337,403</b>	<b>70,017,613</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	59,256,100	60,337,500	64,543,381	69,782,836
Actual	52,196,162	54,091,351	57,572,766	66,337,403
<b>Variance</b>	<b>7,059,938</b>	<b>6,246,149</b>	<b>6,970,615</b>	<b>3,445,433</b>



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# **Administration**

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**COO – Administration Budget Summary**

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**Description**

The Operating Office is responsible for overseeing all 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 2024 totals \$513,341, decreasing by \$358,101 or 41.1% below the prior year's appropriation. The budgeted positions have decreased in 2024.

**Payroll: Increase of \$356,301 or 45.2% below the prior year's appropriation.**

- *Regular Pay* includes cost of living increments for eligible employees and the transfer of the Contract Administrator to Engineering Services (C1H03) and the Director of Facilities to Maintenance (2240010010).
- *Longevity Pay* has decreased due to participation.

**Operations: Decrease of \$1,800 or 2.2% below the prior year's appropriation.**

- *Licenses & Registration* are decreasing to reflect anticipated spending.

# Operating Budget Expenditures

2300010010

## COO – Administration Budget Summary

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	679,704	787,542	431,991	(355,551)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	2,200	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,050	1,500	750	(750)	
	<b>Total Payroll</b>	<b>682,954</b>	<b>789,042</b>	<b>432,741</b>	<b>(356,301)</b>	<b>-45.2%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	400	400	-	(400)	
511020	Mileage Allowance	100	100	100	-	
511050	Employee Education Program	66,400	66,400	66,400	-	
511070	Employee Reimbursement	-	-	100	100	
511100	Seminars & Conventions	4,000	4,000	4,000	-	
511120	Meeting Expenses	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	4,000	4,000	4,000	-	
	<b>Total Operations</b>	<b>82,400</b>	<b>82,400</b>	<b>80,600</b>	<b>(1,800)</b>	<b>-2.2%</b>
	<b>Total Expenditure Classification</b>	<b>765,354</b>	<b>871,442</b>	<b>513,341</b>	<b>(358,101)</b>	<b>-41.1%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	375,000	427,000	251,537	(175,500)	
	Water Allocation 51%	390,354	444,442	261,804	(182,601)	
	<b>Total Funding Allocation</b>	<b>765,354</b>	<b>871,442</b>	<b>513,341</b>	<b>(358,101)</b>	<b>-41.1%</b>
	<b><u>Authorized Positions</u></b>					
	Administrative Assistant	1	1	1	-	
	Director of Facilities	1	1	-	(1)	
	Chief Operating Officer (COO)	1	1	1	-	
	Contract Administrator	-	1	-	(1)	
	Professional Level Associate	1	-	-	-	
	<b>Total Authorized Positions</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>(2)</b>	<b>-50.0%</b>

# Operating Budget Expenditures

2300010010

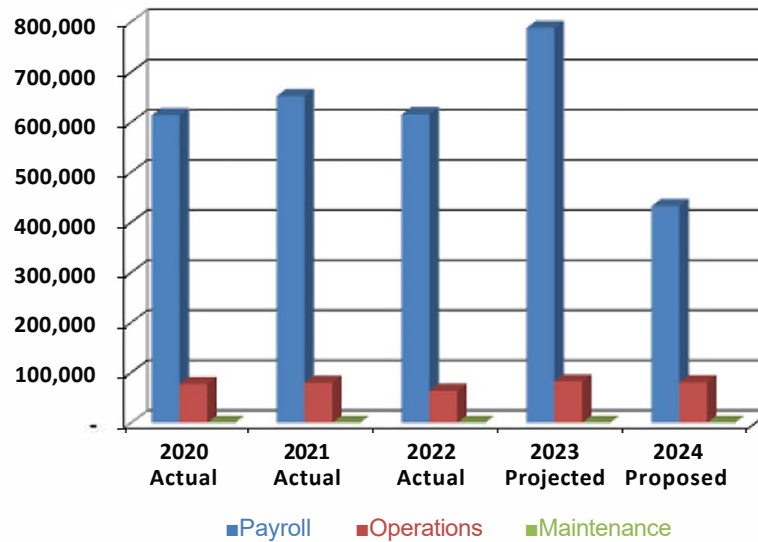
## COO – Administration Budget Summary

Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
	<u><i>Payroll</i></u>				
501010	Regular Pay	613,185	651,316	614,754	786,604
501030	Overtime 100%	1,273	1,203	-	-
501040	Overtime 150%	10,242	4,518	454	-
501050	Overtime 200%	-	-	-	-
501020	Temporary Pay	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	950	950	1,050	1,500
	<i>Total Payroll</i>	625,650	657,987	616,258	788,104
	<u><i>Operations</i></u>				
511010	Clothing Allowance	-	-	-	400
511020	Mileage Allowance	168	120	81	100
511050	Employee Education Program	51,830	67,380	54,661	66,400
511070	Employee Reimbursement	93	-	-	-
511100	Seminars & Conventions	3,000	199	100	4,000
511210	Books & Periodicals	-	-	-	-
511120	Meeting Expenses	1,063	3,048	4,961	4,000
511220	Dues & Memberships	285	-	335	2,000
512840	Licenses & Registration	-	-	-	1,500
513010	Office Supplies	4,538	3,386	2,954	4,000
513080	Communication Equipment & Supp.	275	-	100	-
513120	Safety Supplies	-	-	373	-
	<i>Total Operations</i>	65,890	74,133	63,565	82,400
	<i>Total Expenditure Classification</i>	691,540	732,120	679,823	870,504
	<u><i>Funding Allocation</i></u>				
	Sewer Allocation 49%	338,900	358,700	333,100	426,500
	Water Allocation 51%	352,640	373,420	346,723	444,004
	<i>Total Funding Allocation</i>	691,540	732,120	679,823	870,504

# Operating Budget Expenditures

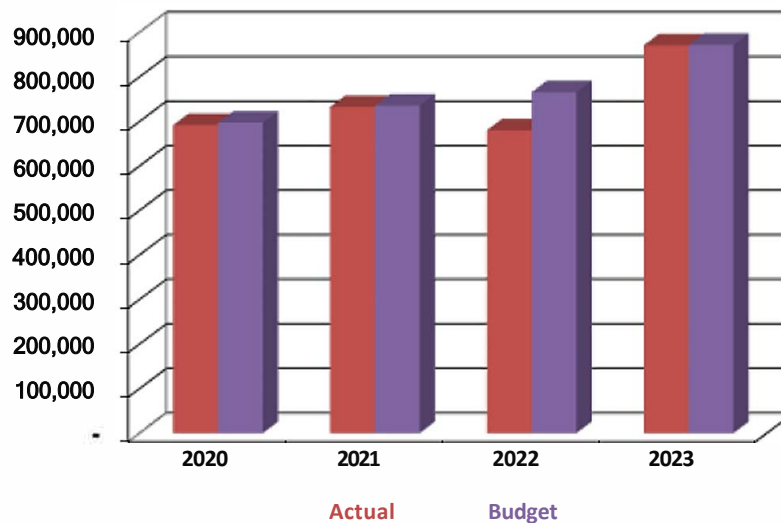
## COO - Administration Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	614,135	652,266	615,804	788,104	432,741
Operations	77,405	79,854	64,019	82,400	80,600
Maintenance	-	-	-	-	-
<b>Total</b>	<b>691,540</b>	<b>732,120</b>	<b>679,823</b>	<b>870,504</b>	<b>513,341</b>

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	697,000	735,400	765,354	871,442
Actual	691,540	732,120	679,823	870,504
Variance	5,460	3,280	85,531	938

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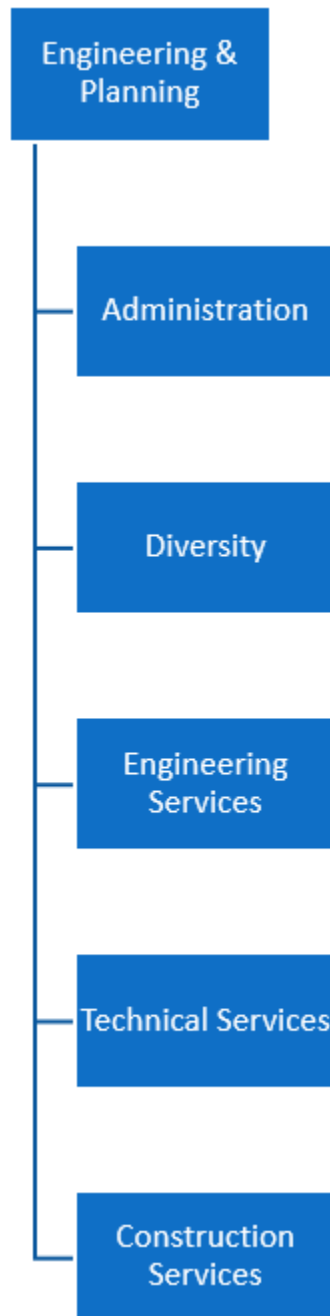
# Engineering & Planning

Administration

Diversity

Engineering Services Construction

Services Technical Services



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# Operating Budget Expenditures

## COO – Engineering & Planning Budget Summary

### Description

The Engineering and Planning Department in 2024 consists of: Administration, Diversity, Engineering Services and Construction Services.

### Budget Commentary

The Engineering & Planning budget for 2024 is \$865,618, a decrease of \$208,159 or 19.4% below the prior year's appropriation. Budget details for the activities comprising the Engineering and Planning department follow. There was a decrease in headcount for Engineering & Planning where Construction Manager and Professional Level Trainee were transferred to CIP Construction Services (C1H04).

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	908,668	891,078	853,618	(37,460)	
Diversity	184,464	182,699	12,000	(170,699)	
<b>Total Summary by Activity</b>	<b>1,093,132</b>	<b>1,073,777</b>	<b>865,618</b>	<b>(208,159)</b>	<b>-19.4%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	694,532	702,302	490,018	(212,284)	
Overtime 100%	-	-	-	-	
Overtime 150%	500	-	-	-	
Overtime 200%	-	-	-	-	
Temporary Help	-	-	-	-	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	3,000	2,375	2,000	(375)	-15.8%
<b>Total Payroll</b>	<b>698,032</b>	<b>704,677</b>	<b>492,018</b>	<b>(212,659)</b>	<b>-30.2%</b>
Operations	395,100	354,100	358,100	4,000	1.1%
Maintenance	-	15,000	15,500	500	3.3%
<b>Total Summary by Major Account</b>	<b>1,093,132</b>	<b>1,073,777</b>	<b>865,618</b>	<b>(208,159)</b>	<b>-19.4%</b>

### Funding Allocation

Sewer Allocation 49%	535,600	526,100	424,152	(102,000)	
Water Allocation 51%	557,532	547,677	441,466	(106,159)	
<b>Total Funding Allocation</b>	<b>1,093,132</b>	<b>1,073,777</b>	<b>865,618</b>	<b>(208,159)</b>	<b>-19.4%</b>

### Authorized Positions

Administration	4	4	3	(1)	
Diversity	1	1	-	(1)	
<b>Total Authorized Positions</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>(2)</b>	<b>-40.0%</b>

# Operating Budget Expenditures

## COO – Engineering & Planning Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	854,293	745,896	767,453	791,550
Diversity	165,778	162,181	154,925	121,075
<b>Total Summary by Activity</b>	<b>1,020,071</b>	<b>908,077</b>	<b>922,378</b>	<b>912,625</b>
<b><u>Summary by Major Account</u></b>				
<b>Payroll</b>				
Regular Pay	800,889	671,795	690,264	631,750
Overtime 100%	-	-	-	-
Overtime 150%	-	-	-	-
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,150	1,875	2,200	2,275
<b>Total Payroll</b>	<b>804,039</b>	<b>673,670</b>	<b>692,464</b>	<b>634,025</b>
Operations	216,032	220,691	215,506	263,475
Maintenance	-	13,716	14,408	15,125
<b>Total Summary by Major Account</b>	<b>1,020,071</b>	<b>908,077</b>	<b>922,378</b>	<b>912,625</b>

### **Funding Allocation**

Sewer Allocation 49%	499,800	445,000	452,000	447,200
Water Allocation 51%	520,271	463,077	470,378	465,425
<b>Total Funding Allocation</b>	<b>1,020,071</b>	<b>908,077</b>	<b>922,378</b>	<b>912,625</b>

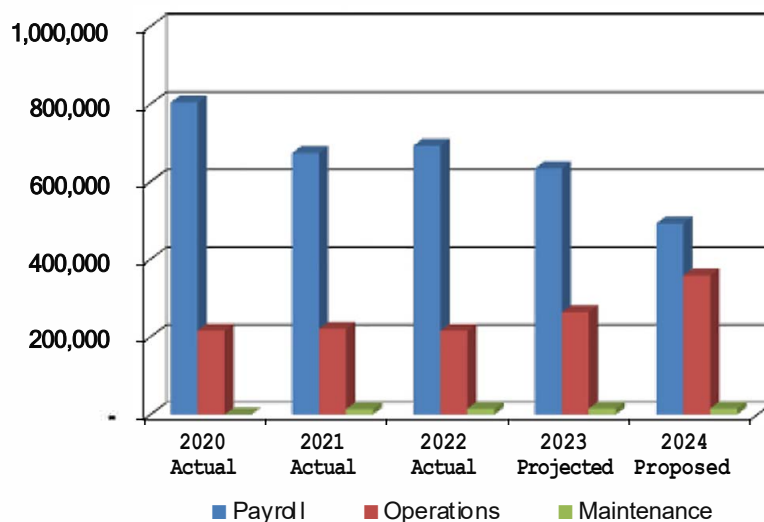
### **Authorized Positions**

Administration	5	4	5	4
Diversity	1	1	1	1
<b>Total Authorized Positions</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>5</b>

# Operating Budget Expenditures

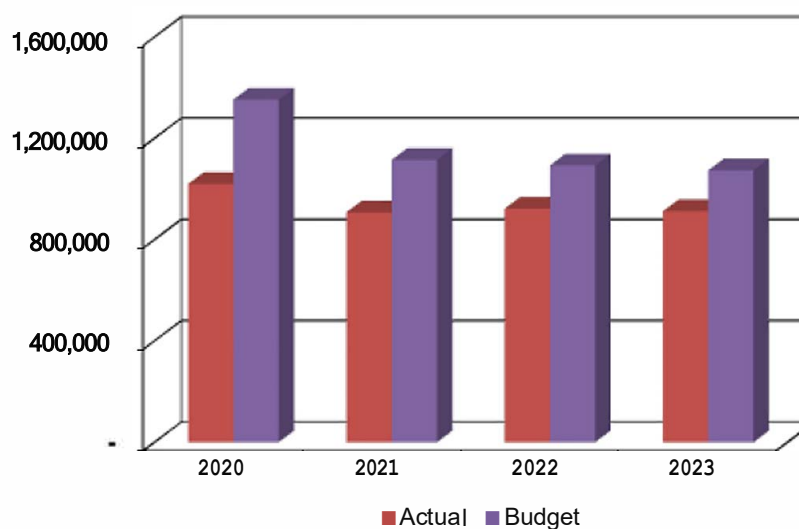
## COO - Engineering & Planning Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	804,039	673,670	692,464	634,025	492,018
Operations	216,032	220,691	215,506	263,475	358,100
Maintenance		13,716	14,408	15,125	15,500
<b>Total</b>	<b>1,020,071</b>	<b>908,077</b>	<b>922,378</b>	<b>912,625</b>	<b>865,618</b>

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	1,352,900	1,115,300	1,093,132	1,073,777
Actual	1,020,071	908,077	922,378	912,625
Variance	332,829	207,223	170,754	161,152

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**COO – Engineering & Planning – Administration**

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**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, Engineering Services, and Construction 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, Integrated Plan and the planning of additional, related improvements.

**Budget Commentary**

The Engineering and Planning Administration budget for 2024 is \$853,618, a decrease of \$37,460 or 4.2% below the prior year's appropriation. There is a decrease in the budgeted positions in 2024.

**Payroll: Decrease of \$41,960 or 7.9% below the prior year's appropriation.**

- *Regular Pay* includes increments, cost-of-living increases for eligible employees offset by transfer of Professional Level Trainee to Construction Services (C1H04).

**Operations: Increase of \$4,000 or 1.2% above the prior year's appropriation.**

- *Seminars & Conventions* are increasing due more employees attending conventions.
- *Office Supplies* are increasing based on historical spending.
- *Materials from Stock* are decreasing based on historical spending.

**Maintenance: Increase of \$500 or 3.3% above the prior year's appropriation.**

- *Infrastructure Equip/Licenses* are increasing based on historical spending.

# Operating Budget Expenditures

2100010010

## COO – Engineering & Planning – Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	532,318	531,978	490,018	(41,960)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	500	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	2,750	2,000	2,000	-	
	<b>Total Payroll</b>	<b>535,568</b>	<b>533,978</b>	<b>492,018</b>	<b>(41,960)</b>	<b>-7.9%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	500	500	-	(500)	
511020	Mileage Allowance	1,800	1,800	-	(1,800)	
511050	Employee Education Program	1,000	1,000	1,000	-	
511070	Employee Reimbursement	-	-	100	100	
511100	Seminars & Conventions	4,000	4,000	10,000	6,000	
511120	Meeting Expenses	1,000	1,000	1,000	-	
511210	Books & Periodicals	1,000	1,000	1,000	-	
511220	Dues & Memberships	6,500	6,500	6,500	-	
512070	Consultant Services	200,000	200,000	200,000	-	
512080	Outside Services	100,000	100,000	100,000	-	
512220	Engineering Professional Fees	8,400	8,400	8,400	-	
512840	Licenses & Registration	1,500	1,500	1,000	(500)	
513010	Office Supplies	12,000	12,000	15,000	3,000	
513080	Communication Equipment & Supp.	100	100	100	-	
513120	Safety Supplies	300	300	1,000	700	
513150	Survey Const. Supplies	30,000	-	-	-	
513400	Small Tools & Equipment	2,000	1,000	1,000	-	
513690	Materials From Stock	3,000	3,000	-	(3,000)	
	<b>Total Operations</b>	<b>373,100</b>	<b>342,100</b>	<b>346,100</b>	<b>4,000</b>	<b>1.2%</b>
	<b><u>Maintenance</u></b>					
521190	Infrastructure Equip/Licenses	-	15,000	15,500	500	
	<b>Total Maintenance</b>	<b>-</b>	<b>15,000</b>	<b>15,500</b>	<b>500</b>	<b>3.3%</b>
	<b>Total Expenditure Classification</b>	<b>908,668</b>	<b>891,078</b>	<b>853,618</b>	<b>(37,460)</b>	<b>-4.2%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	445,200	436,600	418,272	(18,400)	
	Water Allocation 51%	463,468	454,478	435,346	(19,060)	
	<b>Total Funding Allocation</b>	<b>908,668</b>	<b>891,078</b>	<b>853,618</b>	<b>(37,460)</b>	<b>-4.2%</b>
	<b><u>Authorized Positions</u></b>					
	Administrative Clerk	1	-	-	-	
	Director of Engineering & Planning	1	1	1	-	
	Sr. Engineering Drafter	1	1	1	-	
	Strategic Sourcing Specialist	-	1	1	-	
	Contract Administrator	1	-	-	-	
	Professional Level Trainee	-	1	-	(1)	
	<b>Total Authorized Positions</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>(1)</b>	<b>-25.0%</b>

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**COO – Engineering & Planning – Diversity**

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**Description**

The Office of Diversity is responsible for the fair and vigorous enforcement of the District's anti-discrimination, employment and supplier/vendor diversity policies and practices and to promote cultural awareness, understanding and respect within the District's working environment.

**Budget Commentary**

The Diversity 2024 budget is \$12,000, a decrease of \$170,699, or 93.4% below the prior year's appropriation. There is a decrease in the budgeted positions in 2024.

**Payroll: Decrease of \$170,699 or 100% below the prior year's appropriation.**

- *Regular Pay and Longevity* are decreasing due to transfer of Construction Manager to Construction Services (C1H04).

**Operations: Remains unchanged at \$0 or 0.0%.**

- The budget is unchanged for 2024.



# Operating Budget Expenditures

2100010030

## COO – Engineering & Planning – Diversity

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	162,214	170,324	-	(170,324)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	250	375	-	(375)	
	<b>Total Payroll</b>	<b>162,464</b>	<b>170,699</b>	<b>-</b>	<b>(170,699)</b>	<b>-100.0%</b>
	<b><u>Operations</u></b>					
511100	Seminars & Conventions	1,000	1,000	1,000	-	
511110	Business Travel	500	500	500	-	
511220	Dues & Memberships	500	500	500	-	
512070	Consultant Services	10,000	5,000	5,000	-	
519080	Diversity Programs	10,000	5,000	5,000	-	
	<b>Total Operations</b>	<b>22,000</b>	<b>12,000</b>	<b>12,000</b>	<b>-</b>	<b>0.0%</b>
	<b>Total Expenditure Classification</b>	<b>184,464</b>	<b>182,699</b>	<b>12,000</b>	<b>(170,699)</b>	<b>-93.4%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	90,400	89,500	5,880	(83,600)	
	Water Allocation 51%	94,064	93,199	6,120	(87,099)	
	<b>Total Funding Allocation</b>	<b>184,464</b>	<b>182,699</b>	<b>12,000</b>	<b>(170,699)</b>	<b>-93.4%</b>
	<b><u>Authorized Positions</u></b>					
	Diversity Manager	1	1	-	(1)	
	<b>Total Authorized Positions</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>(1)</b>	<b>-100.0%</b>

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**COO – Engineering & Planning – Engineering Services**

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**Description/Budget Commentary**

The Engineering Services department is a part of the Capital Improvement Program. The Technical Services (C1H05) department has been consolidated with Engineering Services for 2024. There are 11 positions transferred from Technical Services and 17 positions budgeted for Engineering Services. The total of 28 positions are budgeted for the full 2024 Capital Improvement Program year.

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**COO – Engineering & Planning – Construction Services**

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**Description/Budget Commentary**

The Construction Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2024 Capital Improvement Budget. There are 20 positions budgeted for the full 2024 Capital Improvement Program budget year.

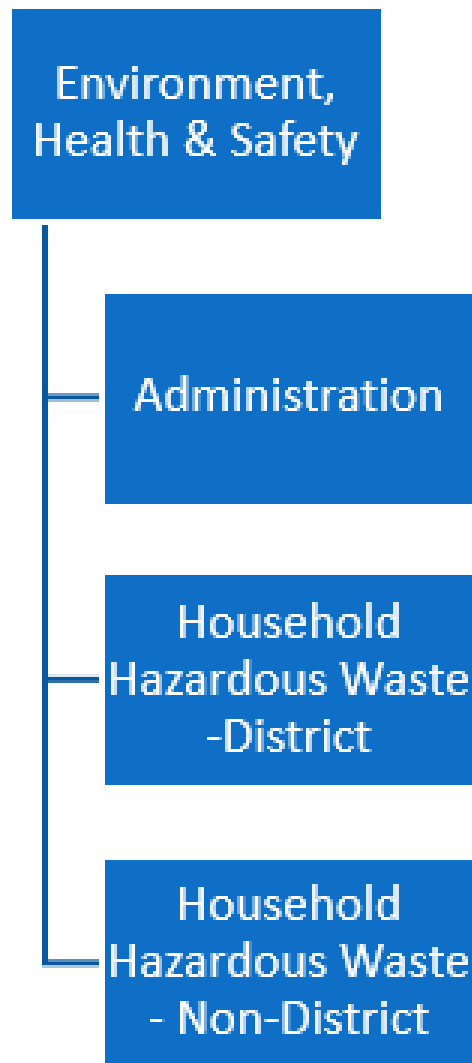
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# Environment, Health & Safety

Administration

Household Hazardous Waste — District

Household Hazardous Waste — Non-District



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# Operating Budget Expenditures

## COO – Environment, Health & Safety Budget 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 budget for 2024 totals \$1,031,899, an increase of \$18,655 or 1.8% above the prior year's appropriation. Budget details for the activities comprising the Environment, Health & Safety Department follow. There are no increases in the budgeted positions in 2024.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	682,418	697,944	723,299	25,355	
HHW District	270,200	285,200	277,900	(7,300)	
HHW Non-District	28,100	30,100	30,700	600	
<b>Total Summary by Activity</b>	<b>980,718</b>	<b>1,013,244</b>	<b>1,031,899</b>	<b>18,655</b>	<b>1.8%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	502,893	518,569	548,924	30,355	
Overtime 100%	-	-	500	500	
Overtime 150%	11,000	11,000	11,000	-	
Overtime 200%	-	-	-	-	
Temporary Help	10,000	10,000	10,000	-	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	1,725	1,575	1,575	-	
<b>Total Payroll</b>	<b>525,618</b>	<b>541,144</b>	<b>571,999</b>	<b>30,855</b>	<b>5.7%</b>
Operations	455,100	472,100	459,900	(12,200)	-2.6%
<b>Total Summary by Major Account</b>	<b>980,718</b>	<b>1,013,244</b>	<b>1,031,899</b>	<b>18,655</b>	<b>1.8%</b>

### Funding Allocation

Sewer Allocation 49%	480,600	496,400	505,630	9,100	
Water Allocation 51%	500,118	516,844	526,269	9,555	
<b>Total Funding Allocation</b>	<b>980,718</b>	<b>1,013,244</b>	<b>1,031,899</b>	<b>18,655</b>	<b>1.8%</b>

### Authorized Positions

Administration	4	4	4	-	
HHW District	-	-	-	-	
HHW Non-District	-	-	-	-	
<b>Total Authorized Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>-</b>	<b>0.0%</b>

# Operating Budget Expenditures

## COO – Environment, Health & Safety Budget Summary

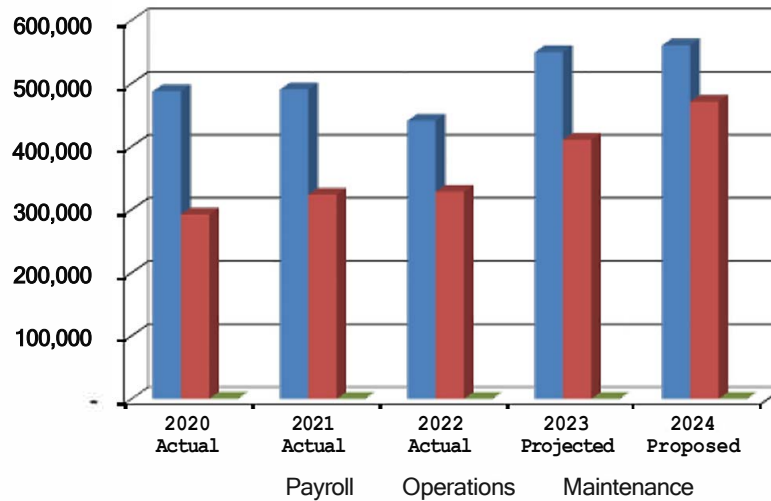
Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	562,674	599,617	568,793	698,375
HHW District	195,725	195,542	177,336	233,200
HHW Non-District	22,196	19,287	23,078	28,900
<b>Total Summary by Activity</b>	<b>780,595</b>	<b>814,446</b>	<b>769,207</b>	<b>960,475</b>
<b><u>Summary by Major Account</u></b>				
Payroll				
Regular Pay	486,262	489,758	437,989	548,000
Overtime 100%	509	-	477	500
Overtime 150%	6,882	7,203	7,712	10,500
Overtime 200%	-	-	-	-
Temporary Help	-	-	1,224	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,463	1,400	1,725	1,575
<b>Total Payroll</b>	<b>495,116</b>	<b>498,361</b>	<b>449,127</b>	<b>560,575</b>
Operations	285,074	316,085	320,080	399,900
Maintenance	405	-	-	-
<b>Total Summary by Major Account</b>	<b>780,595</b>	<b>814,446</b>	<b>769,207</b>	<b>960,475</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 49%	382,500	399,100	376,900	470,700
Water Allocation 51%	398,095	415,346	392,307	489,775
<b>Total Funding Allocation</b>	<b>780,595</b>	<b>814,446</b>	<b>769,207</b>	<b>960,475</b>



# Operating Budget Expenditures

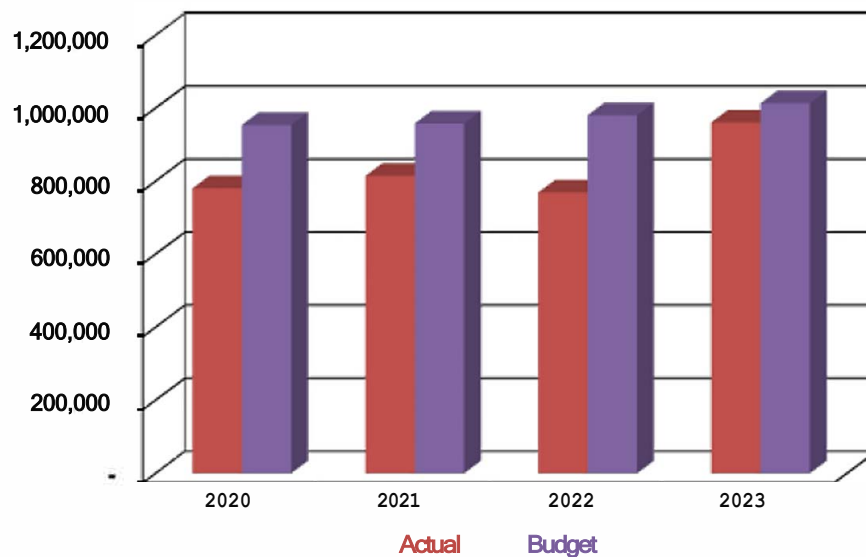
## COO - Environment, Health & Safety Budget Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	487,725	490,561	440,938	549,575	560,499
Operations	292,465	323,885	328,269	410,900	471,400
Maintenance	405	-	-	-	-
<b>Total</b>	<b>780,595</b>	<b>814,446</b>	<b>769,207</b>	<b>960,475</b>	<b>1,031,899</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	954,000	957,900	980,718	1,013,244
Actual	780,595	814,446	769,207	960,475
Variance	173,405	143,454	211,511	52,769

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**COO – Environment, Health & Safety Administration**

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**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 anticipated 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 Environment, Health & Safety Administration budget for 2024 totals \$723,299, an increase of \$25,355 or 3.6% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$30,355 or 5.7% above the prior year's appropriation.**

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

**Operations: Decrease of \$5,000 or 3.0% below the prior year's appropriation.**

- *Outside Testing & Lab Service* are decreasing based on historical spending.

# Operating Budget Expenditures

2310010010

## COO – Environment, Health & Safety Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	502,893	518,569	548,924	30,355	
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	1,725	1,575	1,575	-	
	<b>Total Payroll</b>	<b>514,618</b>	<b>530,144</b>	<b>560,499</b>	<b>30,355</b>	<b>5.7%</b>
	<b><u>Operations</u></b>					
503010	Medical Services	55,000	55,000	55,000	-	
511100	Seminars & Conventions	3,000	2,000	2,000	-	
511120	Meeting Expenses	1,000	1,000	1,000	-	
511220	Dues & Memberships	2,000	2,000	2,000	-	
512070	Consultant Services	25,000	25,000	25,000	-	
512080	Outside Services	3,000	5,000	5,000	-	
512710	Outside Testing & Lab Services	10,000	10,000	5,000	(5,000)	
512720	Soil Testing	1,000	-	-	-	
512840	Licenses & Registration	600	600	600	-	
513010	Office Supplies	2,000	2,000	2,000	-	
513120	Safety Supplies	65,000	65,000	65,000	-	
513400	Small Tools & Equipment	200	200	200	-	
	<b>Total Operations</b>	<b>167,800</b>	<b>167,800</b>	<b>162,800</b>	<b>(5,000)</b>	<b>-3.0%</b>
	<b>Total Expenditure Classification</b>	<b>682,418</b>	<b>697,944</b>	<b>723,299</b>	<b>25,355</b>	<b>3.6%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	334,400	342,000	354,416	12,400	
	Water Allocation 51%	348,018	355,944	368,883	12,955	
	<b>Total Funding Allocation</b>	<b>682,418</b>	<b>697,944</b>	<b>723,299</b>	<b>25,355</b>	<b>3.6%</b>
	<b><u>Authorized Positions</u></b>					
	Manager of EH&S	1	1	1	-	
	Occup. Health & Safety Analyst	1	1	1	-	
	Project Manager	1	1	1	-	
	Professional Level Trainee	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>-</b>	<b>0.0%</b>

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**COO – Household Hazardous Waste — District**

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**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 budget for 2024 totals \$277,900, which is below the prior year's appropriation by \$7,300, a decrease of 2.6%. There are no budgeted positions in 2024, unchanged from the prior year.

**Payroll: Remains unchanged at \$0 or 0.0%.**

- No change in the budget for 2024.

**Operations: Decrease of \$7,300 or 2.7% below the prior year's appropriation.**

- Various expenses decrease based on historical spending.

# Operating Budget Expenditures

2310010020

## COO – Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	-	-	-	-	
501030	Overtime 100%	-	-	500	500	
501040	Overtime 150%	10,000	10,000	9,500	(500)	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<b>Total Payroll</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0.0%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	100	100	100	-	
511120	Meeting Expenses	800	800	500	(300)	
511240	Public Information	1,000	1,000	500	(500)	
512410	Refuse Collection & Disposal	11,000	11,000	11,000	-	
512450	Hazard Material Waste Disposal	230,000	245,000	245,000	-	
513010	Office Supplies	100	100	100	-	
513070	Public Information Supplies	2,000	2,000	500	(1,500)	
519090	Advertising	15,000	15,000	10,000	(5,000)	
521020	Safety Equipment	200	200	200	-	
	<b>Total Operations</b>	<b>260,200</b>	<b>275,200</b>	<b>267,900</b>	<b>(7,300)</b>	<b>-2.7%</b>
	<b>Total Expenditure Classification</b>	<b>270,200</b>	<b>285,200</b>	<b>277,900</b>	<b>(7,300)</b>	<b>-2.6%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	132,400	139,700	136,171	(3,600)	
	Water Allocation 51%	137,800	145,500	141,729	(3,700)	
	<b>Total Funding Allocation</b>	<b>270,200</b>	<b>285,200</b>	<b>277,900</b>	<b>(7,300)</b>	<b>-2.6%</b>

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**COO – Household Hazardous Waste — Non-District**

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**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 2024 totals \$30,700, which is above the prior year's appropriation by \$600, an increase of 2.0%. There are no budgeted positions in 2024, unchanged from the prior year.

**Payroll: Increase of \$500 or 50.0%.**

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

**Operations: Increase of \$100 or 0.3% above the prior year's appropriation.**

- *Refuse Collection & Disposal* increase offset by a various expense decrease based on historical spending.

# Operating Budget Expenditures

2310010030

## COO – Household Hazardous Waste — Non-District

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><b>Payroll</b></u>					
501010	Regular Pay	-	-	-	-	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	1,000	1,000	1,500	500	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<b>Total Payroll</b>	1,000	1,000	1,500	500	50.0%
	<u><b>Operations</b></u>				-	
511010	Clothing Allowance	100	100	100	-	
511120	Meeting Expenses	200	200	-	(200)	
512410	Refuse Collection & Disposal	1,100	1,100	2,000	900	
512450	Hazard Material Waste Disposal	24,000	26,000	26,000	-	
513010	Office Supplies	100	100	100	-	
513070	Public Information Supplies	500	500	100	(400)	
519090	Advertising	1,000	1,000	800	(200)	
521020	Safety Equipment	100	100	100	-	
	<b>Total Operations</b>	27,100	29,100	29,200	100	0.3%
	<b>Total Expenditure Classification</b>	28,100	30,100	30,700	600	2.0%
	<u><b>Funding Allocation</b></u>					
	Sewer Allocation 49%	13,800	14,700	15,043	300	
	Water Allocation 51%	14,300	15,400	15,657	300	
	<b>Total Funding Allocation</b>	28,100	30,100	30,700	600	2.0%

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# Command Center

Administration

Utility Services



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# Operating Budget Expenditures

## COO – Command Center Budget 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 2024 is \$6,618,317, an increase of \$558,524 or 9.2% above the prior year's appropriation. Budget details for the activities comprising the Command Center department follow. Budgeted positions have changed in 2024.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Command Center	2,321,604	2,674,408	2,643,814	(30,594)	
Utility Services	2,098,391	3,385,385	3,974,503	589,118	
<i>Total Summary by Activity</i>	4,419,995	6,059,793	6,618,317	558,524	9.2%
<b><u>Summary by Major Accounts</u></b>					
Payroll					
Regular Pay	3,345,695	4,839,268	5,343,039	503,771	
Overtime 100%	-	-	-	-	
Overtime 150%	540,000	540,000	547,964	7,964	
Overtime 200%	70,000	70,000	70,000	-	
Temporary Help	-	-	-	-	
Standby & Premium Pay	44,000	44,000	134,624	90,624	
Longevity Pay	12,000	15,225	18,290	3,065	
<i>Total Payroll</i>	4,011,695	5,508,493	6,113,917	605,424	11.0%
Operations	258,300	267,300	309,700	42,400	15.9%
Maintenance	150,000	284,000	194,700	(89,300)	-31.4%
<i>Total Summary by Major Accounts</i>	4,419,995	6,059,793	6,618,317	558,524	9.2%

### Funding Allocation

Sewer Allocation 34%	1,502,800	2,060,300	2,250,227	189,900	
Water Allocation 66%	2,917,195	3,999,493	4,368,090	368,624	
<i>Total Funding Allocation</i>	4,419,995	6,059,793	6,618,317	558,524	9.2%

### Authorized Positions

Command Center	17	19	17	(2)	
Utility Services	16	27	32	5	
<i>Total Authorized Positions</i>	33	46	49	3	6.5%

# Operating Budget Expenditures

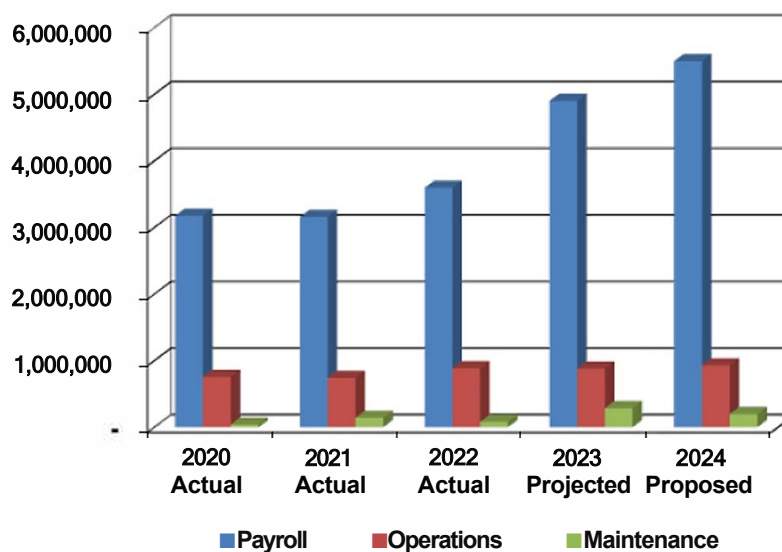
## COO – Command Center Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Command Center	2,174,928	2,279,274	2,384,405	2,674,407
Utility Services	1,792,007	1,758,101	2,173,033	3,385,385
<i>Total Summary by Activity</i>	3,966,935	4,037,375	4,557,438	6,059,792
<b><u>Summary by Major Accounts</u></b>				
Payroll				
Regular Pay	3,085,489	3,066,625	3,502,120	4,839,267
Overtime 100%	-	-	-	-
Overtime 150%	462,980	451,688	582,212	540,000
Overtime 200%	77,211	71,797	75,771	70,000
Temporary Help	-	-	-	-
Standby & Premium Pay	76,676	78,569	81,289	44,000
Longevity Pay	12,513	10,875	11,138	15,225
<i>Total Payroll</i>	3,714,869	3,679,554	4,252,530	5,508,492
Operations	213,814	217,015	226,636	267,300
Maintenance	38,252	140,806	78,272	284,000
<i>Total Summary by Major Accounts</i>	3,966,935	4,037,375	4,557,438	6,059,792
<b><u>Funding Allocation</u></b>				
Sewer Allocation 34%	1,348,800	1,372,800	1,549,500	2,060,300
Water Allocation 66%	2,618,135	2,664,575	3,007,938	3,999,492
<i>Total Funding Allocation</i>	3,966,935	4,037,375	4,557,438	6,059,792

# Operating Budget Expenditures

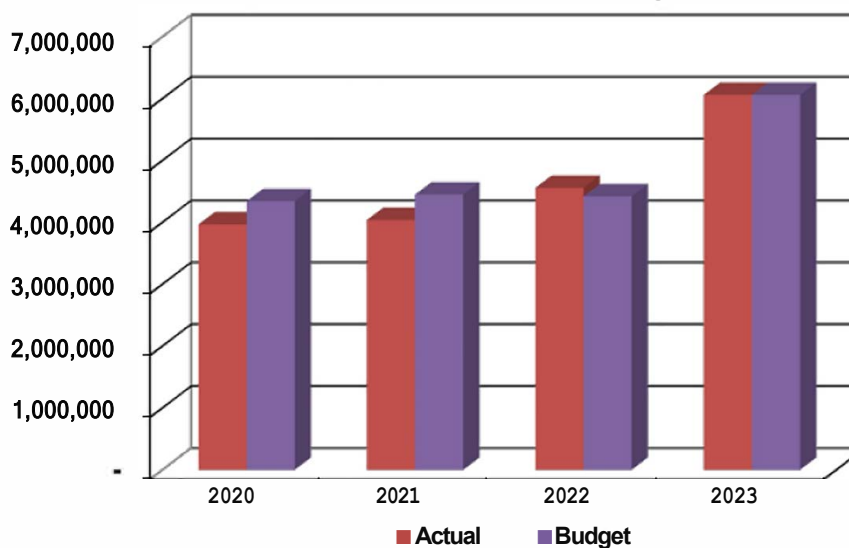
## COO - Command Center Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	3,174,678	3,156,069	3,594,547	4,898,492	5,495,953
Operations	754,005	740,500	884,619	877,300	927,664
Maintenance	38,252	140,806	78,272	284,000	194,700
<b>Total</b>	<b>3,966,935</b>	<b>4,037,375</b>	<b>4,557,438</b>	<b>6,059,792</b>	<b>6,618,317</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	4,340,600	4,449,000	4,419,995	6,059,793
Actual	3,966,935	4,037,375	4,557,438	6,059,792
<b>Variance</b>	<b>373,665</b>	<b>411,625</b>	<b>(137,443)</b>	<b>1</b>

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**COO – Command Center Administration**

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**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 2024 totals \$2,643,814, a decrease of \$30,594 or 1.1% below the prior year's appropriation. The budgeted positions have decreased in 2024.

**Payroll: Decrease of \$17,794 or 0.7% below the prior year's appropriation.**

- *Regular Pay, Overtime and Standby & Premium* includes increments and cost-of-living increases for eligible employees, transfer of two positions to Utility Services (2320010020).
- *Longevity Pay* has increased due to increased participation and contractual agreements for eligible employees.

**Operations: Increase of \$6,500 or 5.0% above the prior year's appropriation.**

- *Clothing Allowance and Materials from Stock* increase to reflect the inflationary impact on contractual agreements and goods and services, offset by a decrease in *Office Supplies*.

**Maintenance: Decrease of \$19,300 or 14.4% below the prior year's appropriation.**

- An increase in *Facilities R&M* due to anticipated spending in 2024 offset by a decrease in *Buildings and Sewer Maintenance*.

# Operating Budget Expenditures

2320010010

## COO – Command Center Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><b>Payroll</b></u>					
501010	Regular Pay	1,618,229	1,951,233	1,854,136	(97,097)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	350,000	350,000	356,889	6,889	
501050	Overtime 200%	70,000	70,000	70,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	35,000	35,000	104,624	69,624	
501070	Longevity Pay	3,375	4,175	6,965	2,790	
	<b>Total Payroll</b>	<b>2,076,604</b>	<b>2,410,408</b>	<b>2,392,614</b>	<b>(17,794)</b>	<b>-0.7%</b>
	<u><b>Operations</b></u>					
511010	Clothing Allowance	6,000	7,000	17,000	10,000	
511030	Meals Allowance	6,000	7,000	7,000	-	
511070	Employee Reimbursement	-	-	500	500	
512080	Outside Services	70,000	75,000	75,000	-	
513010	Office Supplies	15,000	15,000	8,000	(7,000)	
513080	Communication Equipment & Supp.	14,000	14,000	14,000	-	
513690	Materials From Stock	10,000	12,000	15,000	3,000	
	<b>Total Operations</b>	<b>121,000</b>	<b>130,000</b>	<b>136,500</b>	<b>6,500</b>	<b>5.0%</b>
	<u><b>Maintenance</b></u>					
521080	Tool & Work Equipment	9,000	10,000	10,000	-	
522010	Facilities R&M	1,000	-	4,700	4,700	
522020	Buildings	4,000	4,000	-	(4,000)	
522170	Sewer Maintenance	110,000	120,000	100,000	(20,000)	
	<b>Total Maintenance</b>	<b>124,000</b>	<b>134,000</b>	<b>114,700</b>	<b>(19,300)</b>	<b>-14.4%</b>
	<b>Total Expenditure Classification</b>	<b>2,321,604</b>	<b>2,674,408</b>	<b>2,643,814</b>	<b>(30,594)</b>	<b>-1.1%</b>
	<u><b>Funding Allocation</b></u>					
	Sewer Allocation 34%	789,300	909,300	898,896	(10,400)	
	Water Allocation 66%	1,532,304	1,765,108	1,744,918	(20,194)	
	<b>Total Funding Allocation</b>	<b>2,321,604</b>	<b>2,674,408</b>	<b>2,643,814</b>	<b>(30,594)</b>	<b>-1.1%</b>

### Authorized Positions

Administrative Clerk	2	2	-	(2)	
Claims Agent	-	1	1	-	
Command Center Senior Supervisor	1	1	-	(1)	
Director of Operations	-	1	1	-	
Manager of Command Center	1	-	-	-	
Utility Maintainer 1	2	2	1	(1)	
Utility Maintainer 2	4	6	8	2	
Utility Maintenance Crew Leader	2	2	2	-	
Utility Operations Shift Maintainer	1	-	-	-	
Utility Maintenance Supervisor	4	4	4	-	
<b>Total Authorized Positions</b>	<b>17</b>	<b>19</b>	<b>17</b>	<b>(2)</b>	<b>-10.5%</b>

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**COO – Utility Services**

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**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 future 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 2024 totals \$3,974,503 an increase of \$589,118 or 17.4% above the prior year's appropriation. There are increases in the budgeted positions in 2024.

**Payroll: Increase of \$623,218 or 20.1% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees as well as the transfer of 2 employees from Command Center (23210010020) the addition of the Comm. Center Utility Services Admin position (2) and the Utility Maintenance Supervisor.
- *Longevity Pay* has increased due to increased participation and contractual agreements for eligible employees.

**Operations: Increase of \$35,900 or 26.1% above prior year's appropriation.**

- Various allotments, *Seminars & Conventions, Dues & Memberships, Call Before you Dig Fee* are decreasing to align with historical spending, offset by increases in *Clothing Allowance, Employee Reimbursement* and *Materials from Stock*.

**Maintenance: Decrease of \$70,000 or 46.7% below the prior year's appropriation.**

- *Tool & Work Equipment* expenditures are decreasing in 2024 to reflect anticipated spend in 2024.



# Operating Budget Expenditures

2320010020

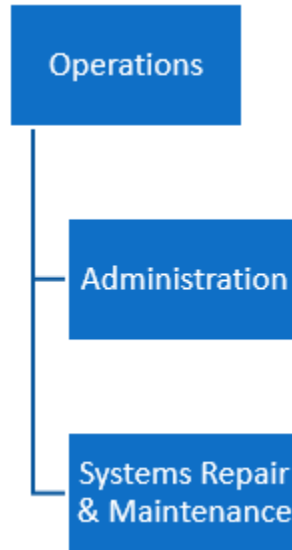
## COO – Utility Services

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	1,727,466	2,888,035	3,488,903	600,868	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	190,000	190,000	191,075	1,075	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	9,000	9,000	30,000	21,000	
501070	Longevity Pay	8,625	11,050	11,325	275	
	<b>Total Payroll</b>	<b>1,935,091</b>	<b>3,098,085</b>	<b>3,721,303</b>	<b>623,218</b>	<b>20.1%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	8,000	8,000	28,400	20,400	
511030	Meals Allowance	800	800	800	-	
511070	Employee Reimbursement	-	-	1,500	1,500	
511100	Seminars & Conventions	2,500	2,500	500	(2,000)	
511220	Dues & Memberships	3,000	3,000	1,000	(2,000)	
512360	Call Before You Dig Fee	104,000	104,000	100,000	(4,000)	
513010	Office Supplies	1,000	1,000	8,000	7,000	
513400	Small Tools & Equipment	3,000	3,000	3,000	-	
513690	Materials From Stock	15,000	15,000	30,000	15,000	
	<b>Total Operations</b>	<b>137,300</b>	<b>137,300</b>	<b>173,200</b>	<b>35,900</b>	<b>26.1%</b>
	<b><u>Maintenance</u></b>					
521080	Tool & Work Equipment	26,000	150,000	80,000	(70,000)	
	<b>Total Maintenance</b>	<b>26,000</b>	<b>150,000</b>	<b>80,000</b>	<b>(70,000)</b>	<b>-46.7%</b>
	<b>Total Expenditure Classification</b>	<b>2,098,391</b>	<b>3,385,385</b>	<b>3,974,503</b>	<b>589,118</b>	<b>17.4%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 34%	713,500	1,151,000	1,351,331	200,300	
	Water Allocation 66%	1,384,891	2,234,385	2,623,172	388,818	
	<b>Total Funding Allocation</b>	<b>2,098,391</b>	<b>3,385,385</b>	<b>3,974,503</b>	<b>589,118</b>	<b>17.4%</b>
	<b><u>Authorized Positions</u></b>					
	Construction & Utility Svces Supv.	1	3	3	-	
	Comm Center Utility Serv Admin	-	-	2	2	
	Administrative Clerk	-	1	3	2	
	Assistant Util Maint Supt	-	1	1	-	
	Cross Connection Tech 1	1	1	1	-	
	Cross Connection Tech 2	1	3	3	-	
	Engineering Technician 2	-	3	2	(1)	
	Environmental Analyst 2	1	1	-	(1)	
	Project Engineer 2	1	-	-	-	
	Senior Utility Services Technician	2	1	2	1	
	Utility Maintenance Supervisor	1	-	1	1	
	Utility Services Eng Technician	8	13	14	1	
	<b>Total Authorized Positions</b>	<b>16</b>	<b>27</b>	<b>32</b>	<b>5</b>	<b>18.5%</b>

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# Operations

Administration  
Systems Repair & Maintenance



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# Operating Budget Expenditures

## COO – Operations Budget 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 \$15,385,397, increasing by \$1,190,750 or 8.4% above prior year's appropriation. Budget details on Operations' activities follow. Budgeted positions have changed in 2024.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	195,482	206,823	210,833	4,010	
Systems Repair	12,878,752	13,987,824	15,174,564	1,186,740	
<b>Total Summary by Activity</b>	<b>13,074,234</b>	<b>14,194,647</b>	<b>15,385,397</b>	<b>1,190,750</b>	<b>8.4%</b>
<b><u>Summary by Major Account</u></b>					
<b>Payroll</b>					
Regular Pay	8,172,509	8,576,597	8,684,131	107,534	
Overtime 100%	-	-	-	-	
Overtime 150%	800,000	800,000	804,101	4,101	
Overtime 200%	800,000	800,000	800,000	-	
Temporary Help	-	-	-	-	
Standby & Premium Pay	69,000	69,000	71,800	2,800	
Longevity Pay	11,125	12,550	37,115	24,565	
<b>Total Payroll</b>	<b>9,852,634</b>	<b>10,258,147</b>	<b>10,397,147</b>	<b>139,000</b>	<b>1.4%</b>
Operations	3,044,600	3,691,500	4,733,250	1,041,750	28.2%
Maintenance	177,000	245,000	255,000	10,000	4.1%
Capital Outlay	-	-	-	-	
<b>Total Summary by Major Account</b>	<b>13,074,234</b>	<b>14,194,647</b>	<b>15,385,397</b>	<b>1,190,750</b>	<b>8.4%</b>

### Funding Allocation

Sewer Allocation 25%	3,268,600	3,548,700	3,846,349	297,700	
Water Allocation 75%	9,805,634	10,645,947	11,539,048	893,050	
<b>Total Funding Allocation</b>	<b>13,074,234</b>	<b>14,194,647</b>	<b>15,385,397</b>	<b>1,190,750</b>	<b>8.4%</b>

### Authorized Positions

Administration	1	1	1	-	
Systems Repair	88	89	87	(2)	
<b>Total Authorized Positions</b>	<b>89</b>	<b>90</b>	<b>88</b>	<b>(2)</b>	<b>-2.2%</b>

# Operating Budget Expenditures

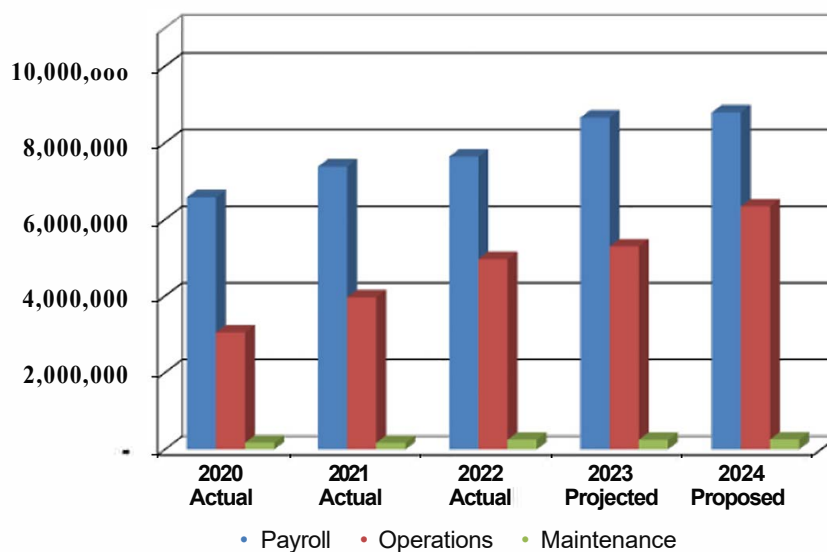
## COO – Operations Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	125,740	181,852	190,584	206,823
Systems Repair	9,672,994	11,333,214	12,661,075	13,987,824
<b>Total Summary by Activity</b>	<b>9,798,734</b>	<b>11,515,066</b>	<b>12,851,659</b>	<b>14,194,647</b>
<b><u>Summary by Major Account</u></b>				
<b>Payroll</b>				
Regular Pay	6,505,288	7,295,476	7,575,135	8,576,597
Overtime 100%	-	-	-	-
Overtime 150%	641,583	791,551	827,182	800,000
Overtime 200%	568,325	722,840	729,373	800,000
Temporary Help	-	-	-	-
Standby & Premium Pay	64,900	74,100	49,000	69,000
Longevity Pay	6,175	9,828	13,350	12,550
<b>Total Payroll</b>	<b>7,786,271</b>	<b>8,893,795</b>	<b>9,194,040</b>	<b>10,258,147</b>
Operations	1,838,829	2,452,756	3,408,171	3,691,500
Maintenance	173,634	168,515	249,448	245,000
Capital Outlay	-	-	-	-
<b>Total Summary by Major Account</b>	<b>9,798,734</b>	<b>11,515,066</b>	<b>12,851,659</b>	<b>14,194,647</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 25%	2,449,600	2,878,800	3,212,900	3,548,700
Water Allocation 75%	7,349,134	8,636,266	9,638,759	10,645,947
<b>Total Funding Allocation</b>	<b>9,798,734</b>	<b>11,515,066</b>	<b>12,851,659</b>	<b>14,194,647</b>

# Operating Budget Expenditures

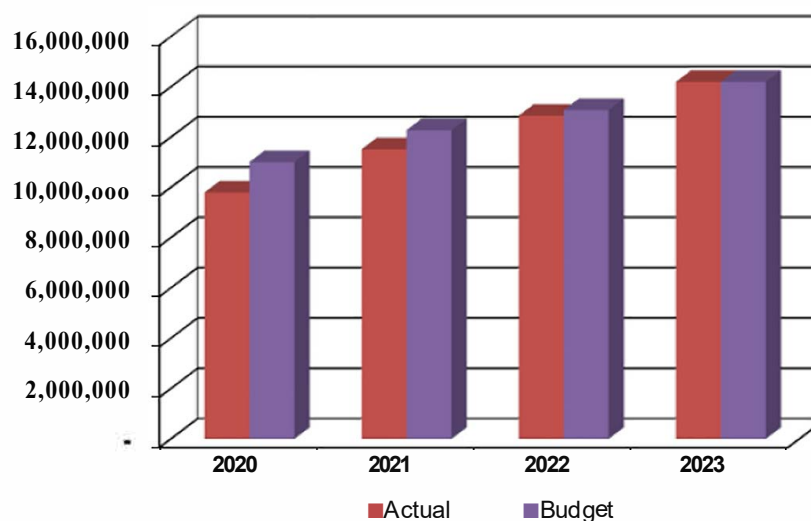
## COO - Operations Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	6,576,363	7,379,404	7,637,485	8,658,147	8,793,046
Operations	3,048,737	3,967,147	4,964,726	5,291,500	6,337,351
Maintenance	173,634	168,515	249,448	245,000	255,000
<b>Total</b>	<b>9,798,734</b>	<b>11,515,066</b>	<b>12,851,659</b>	<b>14,194,647</b>	<b>15,385,397</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	11,000,600	12,275,100	13,074,234	14,194,647
Actual	9,798,734	11,515,066	12,851,659	14,194,647
<b>Variance</b>	<b>1,201,866</b>	<b>760,034</b>	<b>222,575</b>	<b>-</b>

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**COO – Operations 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 2024 is \$210,833 increasing by \$4,010 or 1.9% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$7,760 or 4.0% above the prior year's appropriation.**

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

**Operations: Decrease of \$3,750 or 31.3% below the prior year's appropriation.**

- The decrease in *Seminars & Conventions* reflects the anticipated decrease in spend for upcoming for operational staff.



# Operating Budget Expenditures

2330010010

## COO – Operations Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	184,182	193,998	201,758	7,760	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	800	825	825	-	
	<b>Total Payroll</b>	<b>184,982</b>	<b>194,823</b>	<b>202,583</b>	<b>7,760</b>	<b>4.0%</b>
	<b><u>Operations</u></b>					
511100	Seminars & Conventions	7,000	7,500	3,500	(4,000)	
511220	Dues & Memberships	1,000	1,500	1,500	-	
512840	Licenses & Registration	500	500	750	250	
513010	Office Supplies	2,000	2,500	2,500	-	
	<b>Total Operations</b>	<b>10,500</b>	<b>12,000</b>	<b>8,250</b>	<b>(3,750)</b>	<b>-31.3%</b>
	<b>Total Expenditure Classification</b>	<b>195,482</b>	<b>206,823</b>	<b>210,833</b>	<b>4,010</b>	<b>1.9%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 25%	48,900	51,700	52,708	1,000	
	Water Allocation 75%	146,582	155,123	158,125	3,010	
	<b>Total Funding Allocation</b>	<b>195,482</b>	<b>206,823</b>	<b>210,833</b>	<b>4,010</b>	<b>1.9%</b>
	<b><u>Authorized Positions</u></b>					
	Manager of Operations	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>0.0%</b>

**COO – Operations – 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 Systems Repair budget for 2024 totals \$15,174,564, increasing by \$1,186,740 or 8.5% above the prior year's appropriation. The budgeted positions have changed in 2024.

**Payroll: Increase of \$131,240 or 1.3% above the prior year's appropriation.**

- *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, Standby & Premium Pay* has increased based on participation.

**Operations: Increase of \$1,045,500 or 28.4% above the prior year's appropriation.**

- The funding of various allotments, impacted by the increase in Town and State projects, are changing for 2024 to align with anticipated spending.
- *Outside Services* and *Materials from Stock* are increasing in 2024 due to anticipated supplier pricing and the funding Advanced Meter Infrastructure (AMI) meter reading maintenance and support.

**Maintenance: Increase of \$10,000 or 4.1% above the prior year's appropriation.**

- *Tool & Work Equipment* and *Power Operated Equipment* are anticipated to increase due to historic spend.
- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.

# Operating Budget Expenditures

2330010020

## COO – Operations – Systems Repair & Maintenance

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	7,988,327	8,382,599	8,482,373	99,774	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	800,000	800,000	804,101	4,101	
501050	Overtime 200%	800,000	800,000	800,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	69,000	69,000	71,800	2,800	
501070	Longevity Pay	10,325	11,725	36,290	24,565	
	<b>Total Payroll</b>	<b>9,667,652</b>	<b>10,063,324</b>	<b>10,194,564</b>	<b>131,240</b>	<b>1.3%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	41,000	43,500	118,000	74,500	
511030	Meals Allowance	55,600	58,000	16,000	(42,000)	
511070	Employee Reimbursement	1,000	-	1,000	1,000	
512060	Police Services	500,000	700,000	725,000	25,000	
512080	Outside Services	30,000	30,000	405,000	375,000	
512100	Traffic Control/Flagging Services	60,000	175,000	175,000	-	
512310	Permits	500	-	-	-	
512400	Disposal/Removal Fees	60,000	70,000	80,000	10,000	
513010	Office Supplies	18,000	20,000	15,000	(5,000)	
513400	Small Tools & Equipment	60,000	75,000	90,000	15,000	
513430	Rock Sand & Dirt	1,200,000	1,300,000	1,100,000	(200,000)	
513520	Pipe Fittings & Valves	1,000	-	-	-	
513590	Lights & Barricades	7,000	8,000	-	(8,000)	
513690	Materials From Stock	1,000,000	1,200,000	2,000,000	800,000	
	<b>Total Operations</b>	<b>3,034,100</b>	<b>3,679,500</b>	<b>4,725,000</b>	<b>1,045,500</b>	<b>28.4%</b>
	<b><u>Maintenance</u></b>					
521050	Office Furniture Equipment	2,000	-	-	-	
521060	Power Operated Equipment	-	20,000	25,000	5,000	
521080	Tool & Work Equipment	175,000	225,000	230,000	5,000	
	<b>Total Maintenance</b>	<b>177,000</b>	<b>245,000</b>	<b>255,000</b>	<b>10,000</b>	<b>4.1%</b>
	<b>Total Expenditure Classification</b>	<b>12,878,752</b>	<b>13,987,824</b>	<b>15,174,564</b>	<b>1,186,740</b>	<b>8.5%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 25%	3,219,700	3,497,000	3,793,641	296,700	
	Water Allocation 75%	9,659,052	10,490,824	11,380,923	890,040	
	<b>Total Funding Allocation</b>	<b>12,878,752</b>	<b>13,987,824</b>	<b>15,174,564</b>	<b>1,186,740</b>	<b>8.5%</b>

# Operating Budget Expenditures

2330010020

## COO – Operations – Systems Repair & Maintenance

<i>Authorized Positions</i>	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
Administrative Clerk	1	1	1	-	
Asst Utility Maint Supt.	2	2	2	-	
Customer Service Maintainer 1	3	3	3	-	
Equipment Operator 1	8	7	7	-	
Hydrant Maintainer 1	2	2	1	(1)	
Hydrant Maintainer 2	1	1	1	-	
Meter Reader 1	2	2	2	-	
Meter Reader 2	1	1	1	-	
Meter Reading Crew Leader	1	1	-	(1)	
Senior Clerk	1	1	-	(1)	
Sr. Utility Maint. Crew Leader	1	1	1	-	
Sr. Utility Maint. Supervisor	2	5	4	(1)	
Utility Maintenance Crew Leader	6	5	6	1	
Utility Maintenance Supervisor	10	8	9	1	
Utility Maintenance Superintendent	1	1	1	-	
Utility Maintainer 1	13	16	14	(2)	
Utility Maintainer 2	25	24	26	2	
Utility Operations Shift Maintainer	1	1	1	-	
Utility Svcs. Monitoring Technician 1	-	-	1	1	
Utility Sys. Monitoring Technician 1	1	1	1	-	
Utility Sys. Monitoring Technician 2	6	6	5	(1)	
<i>Total Authorized Positions</i>	88	89	87	(2)	-2.2%

# Laboratory Services

Administration  
Operations



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# Operating Budget Expenditures

## COO – Laboratory Services Budget 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 budget for 2024 is \$1,576,529, a decrease of \$2,760 below the prior year's appropriation. Budget details regarding the activity and departments follow on the succeeding pages.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	144,973	180,505	191,157	10,652	
Operations	1,434,581	1,398,784	1,385,372	(13,412)	
<b>Total</b>	<b>1,579,554</b>	<b>1,579,289</b>	<b>1,576,529</b>	<b>(2,760)</b>	<b>-0.2%</b>
<b><u>Summary by Major Object</u></b>					
Payroll					
Regular Pay	836,754	814,214	941,234	127,020	
Overtime 100%	-	-	-	-	
Overtime 150%	45,000	55,000	45,000	(10,000)	
Overtime 200%	-	-	3,000	3,000	
Temporary Help	-	-	-	-	
Standby & Premium Pay	3,200	3,200	3,000	(200)	
Longevity Pay	3,000	3,275	4,295	1,020	
<b>Total Payroll</b>	<b>887,954</b>	<b>875,689</b>	<b>996,529</b>	<b>120,840</b>	<b>13.8%</b>
Operations	545,100	557,100	464,500	(92,600)	-16.6%
Maintenance	146,500	146,500	115,500	(31,000)	-21.2%
<b>Total Summary by Major Account</b>	<b>1,579,554</b>	<b>1,579,289</b>	<b>1,576,529</b>	<b>(2,760)</b>	<b>-0.2%</b>

### Funding Allocation

Sewer Allocation 48%	758,200	758,000	756,733	(1,300)	
Water Allocation 52%	821,354	821,289	819,796	(1,460)	
<b>Total Funding Allocation</b>	<b>1,579,554</b>	<b>1,579,289</b>	<b>1,576,529</b>	<b>(2,760)</b>	<b>-0.2%</b>

### Authorized Positions

Administration	1	1	1	-	
Operations	7	6	7	1	
<b>Total Authorized Positions</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>1</b>	<b>14.3%</b>

# Operating Budget Expenditures

## COO – Laboratory Services Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	214,067	136,175	152,482	182,401
Operations	1,315,982	1,272,782	1,211,463	1,245,726
<b>Total</b>	<b>1,530,049</b>	<b>1,408,957</b>	<b>1,363,945</b>	<b>1,428,127</b>
<b><u>Summary by Major Object</u></b>				
Payroll				
Regular Pay	1,036,413	817,787	759,884	809,005
Overtime 100%	-	-	-	-
Overtime 150%	29,194	39,243	45,526	38,000
Overtime 200%	-	-	-	3,000
Temporary Help	-	-	-	-
Standby & Premium Pay	5,072	2,648	2,668	2,702
Longevity Pay	3,925	2,300	3,000	4,295
<b>Total Payroll</b>	<b>1,074,604</b>	<b>861,978</b>	<b>811,078</b>	<b>857,002</b>
Operations	392,212	454,553	455,359	448,716
Maintenance	63,233	92,426	97,508	122,409
<b>Total Summary by Major Account</b>	<b>1,530,049</b>	<b>1,408,957</b>	<b>1,363,945</b>	<b>1,428,127</b>

### Funding Allocation

Sewer Allocation 48%	734,500	676,300	654,700	685,500
Water Allocation 52%	795,549	732,657	709,245	742,627
<b>Total Funding Allocation</b>	<b>1,530,049</b>	<b>1,408,957</b>	<b>1,363,945</b>	<b>1,428,127</b>

### Authorized Positions

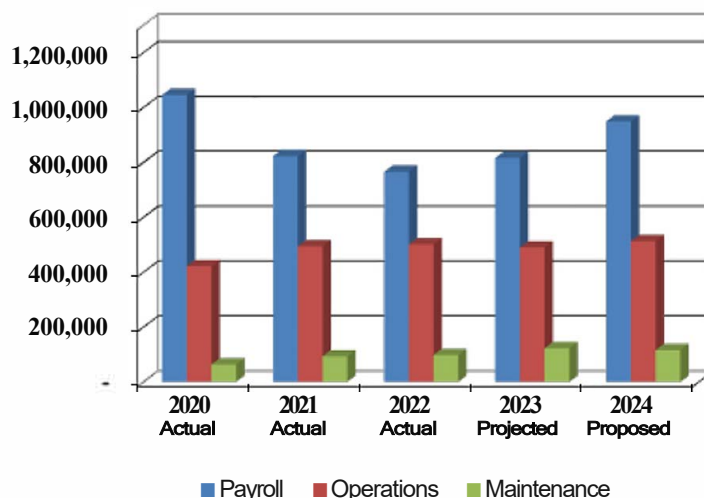
Administration	2	1	1	1
Operations	9	8	6	7
<b>Total Authorized Positions</b>	<b>11</b>	<b>9</b>	<b>7</b>	<b>8</b>



# Operating Budget Expenditures

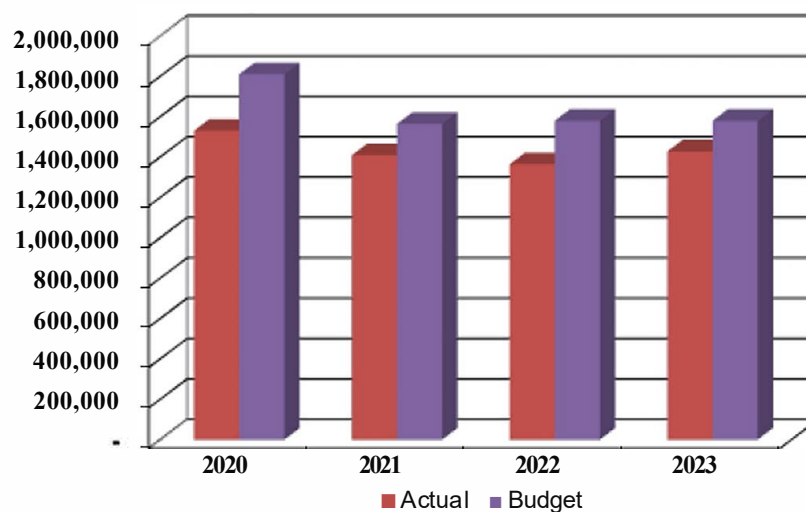
## COO - Laboratory Services Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	1,045,410	822,735	765,552	816,002	948,529
Operations	421,406	493,796	500,885	489,716	512,500
Maintenance	63,233	92,426	97,508	122,409	115,500
<b>Total</b>	<b>1,530,049</b>	<b>1,408,957</b>	<b>1,363,945</b>	<b>1,428,127</b>	<b>1,576,529</b>

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	1,809,300	1,563,900	1,579,554	1,579,289
Actual	1,530,049	1,408,957	1,363,945	1,428,127
Variance	279,251	154,943	215,609	151,162

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**COO – Laboratory Services – Administration**

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**Description**

The Administration activity is responsible for the overall administration and management of the various activities and special programs that comprise the Laboratory Services department.

**Budget Commentary**

The Administration budget for 2024 is \$191,157, an increase of 5.9% above the prior year's appropriation. There is no change in the budgeted positions in 2024.

**Payroll: Increase of \$14,452 or 8.5% above the prior year's appropriation.**

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

**Operations: Decrease of \$2,800 or 30.1% below prior year's appropriation.**

- *Office Supplies* is expected to decrease to align with anticipated spend for 2024.
- *Printing* is expected to decrease to align with anticipated spend for 2024.

**Maintenance: Decrease of \$1,000 or 66.7% below prior year's appropriation.**

- *Office Furniture Equipment* is expected to decrease to align with anticipated spend for 2024.

# Operating Budget Expenditures

2230010010

## COO – Laboratory Services – Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	133,598	169,105	183,557	14,452	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	575	600	600	-	
	<b>Total Payroll</b>	<b>134,173</b>	<b>169,705</b>	<b>184,157</b>	<b>14,452</b>	<b>8.5%</b>
	<b><u>Operations</u></b>					
511100	Seminars & Conventions	3,000	3,000	3,000	-	
511220	Dues & Memberships	1,800	1,800	1,800	-	
512840	Licenses & Registration	500	500	500	-	
513010	Office Supplies	3,000	3,000	1,000	(2,000)	
519100	Printing	1,000	1,000	200	(800)	
	<b>Total Operations</b>	<b>9,300</b>	<b>9,300</b>	<b>6,500</b>	<b>(2,800)</b>	<b>-30.1%</b>
	<b><u>Maintenance</u></b>					
521050	Office Furniture Equipment	1,500	1,500	500	(1,000)	
	<b>Total Maintenance</b>	<b>1,500</b>	<b>1,500</b>	<b>500</b>	<b>(1,000)</b>	<b>-66.7%</b>
	<b>Total Expenditure Classification</b>	<b>144,973</b>	<b>180,505</b>	<b>191,157</b>	<b>10,652</b>	<b>5.9%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 48%	69,600	86,600	91,755	5,100	
	Water Allocation 52%	75,373	93,905	99,402	5,552	
	<b>Total Funding Allocation</b>	<b>144,973</b>	<b>180,505</b>	<b>191,157</b>	<b>10,652</b>	<b>5.9%</b>
	<b><u>Authorized Positions</u></b>					
	Manager of Lab Services	-	1	1	-	
	WPC Laboratory Administrator	1	-	-	-	
	<b>Total Authorized Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>0.0%</b>

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**COO – Laboratory Services – Operations**

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**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.

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**COO – Laboratory Services – Operations**

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**Budget Commentary**

The Laboratory Operations budget for 2024 is \$1,385,372 which is decreasing by \$13,412 or 1.0% below the prior year's appropriation. There is an increase in the budgeted positions in 2024.

**Payroll: Increase of \$106,388 or 15.1% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to the added position.
- *Overtime Pay* is expected to decrease to align with anticipated spend for 2024.
- *Longevity Pay* has increased due to increased participation and a new contractual agreement for eligible employees.

**Operations: Decrease of \$89,800 or 16.4% below the prior year's appropriation.**

- *Outside Testing and Lab Services* is expected to decrease to align with anticipated spend for 2024.
- *Laboratory Supplies* is expected to decrease to align with anticipated spend for 2024.
- *Water Conservation Supplies* will be added in 2024 for a total of \$2,500 due to the revised EPA Lead & Copper Rule in 2024. This amount represents the anticipated expenditure for the costs associated with the additional materials needed to ensure that The District remains in compliance with EPA regulations.

**Maintenance: Decrease of \$30,000 or 20.7% below the prior year's appropriation.**

- *Tanks* is anticipated to decrease to align with anticipated spend for 2024.
- *Laboratory Equipment* is expected to decrease to align with anticipated spend for 2024.

# Operating Budget Expenditures

2230010020

## COO – Laboratory Services – Operations

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	703,156	645,109	757,677	112,568	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	45,000	55,000	45,000	(10,000)	
501050	Overtime 200%	-	-	3,000	3,000	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	3,200	3,200	3,000	(200)	
501070	Longevity Pay	2,425	2,675	3,695	1,020	
	<b>Total Payroll</b>	<b>753,781</b>	<b>705,984</b>	<b>812,372</b>	<b>106,388</b>	<b>15.1%</b>
	<u>Operations</u>					
511010	Clothing Allowance	2,000	2,000	5,150	3,150	
511030	Meals Allowance	-	-	-	-	
512050	Custodial Services	-	-	-	-	
512070	Consultant Services	-	-	-	-	
512040	Labor Litigation Legal Services	-	-	-	-	
512060	Police Services	-	-	-	-	
512080	Outside Services	60,000	60,000	58,000	(2,000)	
512710	Outside Testing & Lab Services	225,800	237,800	200,000	(37,800)	
513010	Office Supplies	-	-	850	850	
513040	Laboratory Supplies	240,000	240,000	185,000	(55,000)	
513050	Water Conservation Supplies	-	-	2,500	2,500	
514030	Propane Gas	8,000	8,000	6,500	(1,500)	
514050	Electricity	-	-	-	-	
	<b>Total Operations</b>	<b>535,800</b>	<b>547,800</b>	<b>458,000</b>	<b>(89,800)</b>	<b>-16.4%</b>
	<u>Maintenance</u>					
513540	Tanks	5,000	5,000	-	(5,000)	
521040	Laboratory Equipment	140,000	140,000	115,000	(25,000)	
	<b>Total Maintenance</b>	<b>145,000</b>	<b>145,000</b>	<b>115,000</b>	<b>(30,000)</b>	<b>-20.7%</b>
	<b>Total Expenditure Classification</b>	<b>1,434,581</b>	<b>1,398,784</b>	<b>1,385,372</b>	<b>(13,412)</b>	<b>-1.0%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 48%	688,600	671,400	664,978	(6,400)	
	Water Allocation 52%	745,981	727,384	720,394	(7,012)	
	<b>Total Funding Allocation</b>	<b>1,434,581</b>	<b>1,398,784</b>	<b>1,385,372</b>	<b>(13,412)</b>	<b>-1.0%</b>
	<u>Authorized Positions</u>					
	Chemist	2	2	2	-	
	Laboratory Technician	2	1	2	1	
	Microbiologist	1	1	1	-	
	Water Treatment Plant Operator	1	1	1	-	
	WPC Process Analyst	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>1</b>	<b>16.7%</b>

# Water Pollution Control

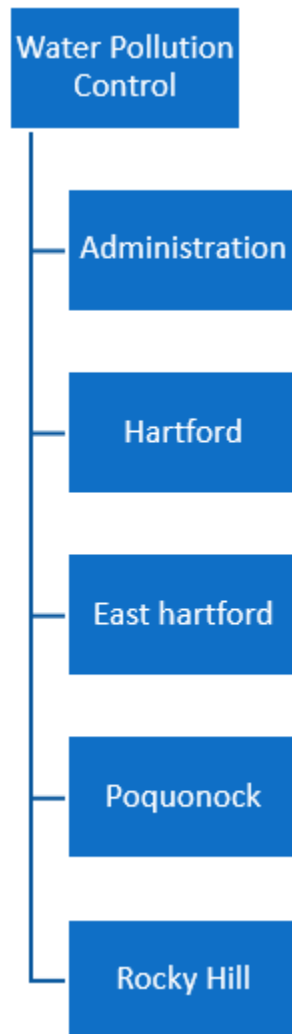
Administration

Hartford

East Hartford

Poquonock

Rocky Hill



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# Operating Budget Expenditures

## COO – Water Pollution Control Budget 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 2024 budget for the WPC Administration and Water Pollution Control Facilities are \$20,373,122, which is a decrease of \$1,164,084 or 5.4% below the prior year's appropriation. Budget details regarding the activity and departments are provided on succeeding pages. There was no change to authorized positions for WPC.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	547,152	575,673	583,758	8,085	
Hartford	16,194,038	16,833,185	16,017,078	(816,107)	
East Hartford	1,475,388	1,613,195	1,440,915	(172,280)	
Poquonock	1,065,009	1,166,943	1,087,331	(79,612)	
Rocky Hill	1,291,415	1,348,210	1,244,040	(104,170)	
<b>Total Summary by Activity</b>	<b>20,573,002</b>	<b>21,537,206</b>	<b>20,373,122</b>	<b>(1,164,084)</b>	<b>-5.4%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	5,400,807	5,662,931	5,882,815	219,884	
Overtime 100%	-	-	-	-	
Overtime 150%	391,000	391,000	423,512	32,512	
Overtime 200%	176,000	176,000	181,480	5,480	
Temporary	-	-	-	-	
Standby/Premium	120,300	120,300	125,900	5,600	
Longevity	2,925	3,225	27,715	24,490	
<b>Total Payroll</b>	<b>6,091,032</b>	<b>6,353,456</b>	<b>6,641,422</b>	<b>287,966</b>	<b>4.5%</b>
Operations	13,146,370	13,762,050	12,302,000	(1,460,050)	-10.6%
Maintenance	1,335,600	1,421,700	1,429,700	8,000	0.6%
<b>Summary by Major Account</b>	<b>20,573,002</b>	<b>21,537,206</b>	<b>20,373,122</b>	<b>(1,164,084)</b>	<b>-5.4%</b>

### Funding Allocation

Sewer Allocation 100%	20,573,002	21,537,206	20,373,122	(1,164,084)	
Water Allocation 0%	-	-	-	-	
<b>Total Funding Allocation</b>	<b>20,573,002</b>	<b>21,537,206</b>	<b>20,373,122</b>	<b>(1,164,084)</b>	<b>-5.4%</b>

### Authorized Positions

Administration	1	1	1	-	
Hartford	43	43	43	-	
East Hartford	5	5	5	-	
Poquonock	4	4	4	-	
Rocky Hill	5	5	5	-	
	<b>58</b>	<b>58</b>	<b>58</b>	<b>-</b>	<b>0.0%</b>

# Operating Budget Expenditures

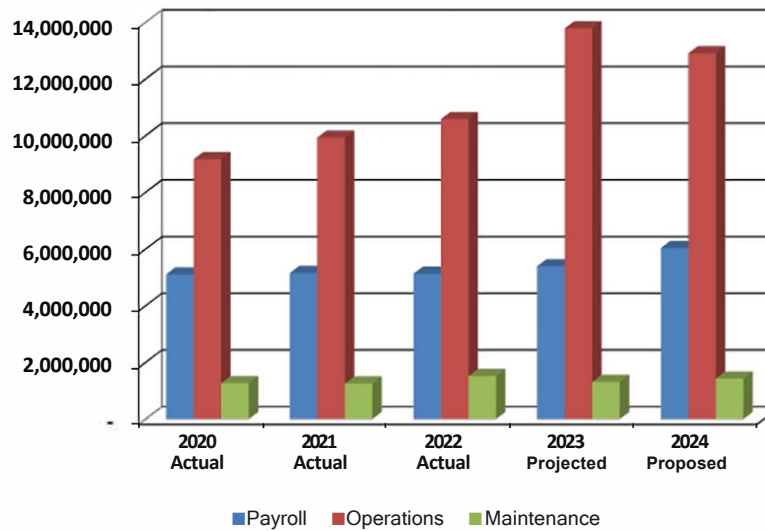
## COO – Water Pollution Control Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	339,046	474,100	386,065	504,473
Hartford	12,179,347	12,903,220	13,610,037	16,184,740
East Hartford	1,172,084	1,040,739	1,241,651	1,516,850
Poquonock	868,172	905,703	928,898	998,729
Rocky Hill	979,779	1,017,249	1,061,906	1,284,275
<i>Total Summary by Activity</i>	15,538,428	16,341,011	17,228,558	20,489,067
<b><u>Summary by Major Account</u></b>				
Payroll				
Regular Pay	4,977,415	5,027,193	5,006,663	5,252,398
Overtime 100%	-	-	-	-
Overtime 150%	306,225	394,188	457,626	471,100
Overtime 200%	111,937	132,756	102,422	157,200
Temporary	-	-	-	-
Standby/Premium	122,737	125,441	118,215	115,800
Longevity	2,425	2,650	2,925	24,830
<i>Total Payroll</i>	5,520,739	5,682,228	5,687,850	6,021,328
Operations	8,752,647	9,404,119	10,024,078	13,157,239
Maintenance	1,265,042	1,254,664	1,516,629	1,310,500
Summary by Major Account	15,538,428	16,341,011	17,228,558	20,489,067
<b><u>Funding Allocation</u></b>				
Sewer Allocation 100%	15,538,428	16,341,011	17,228,558	20,489,067
Water Allocation 0%	-	-	-	-
<i>Total Funding Allocation</i>	15,538,428	16,341,011	17,228,558	20,489,067

# Operating Budget Expenditures

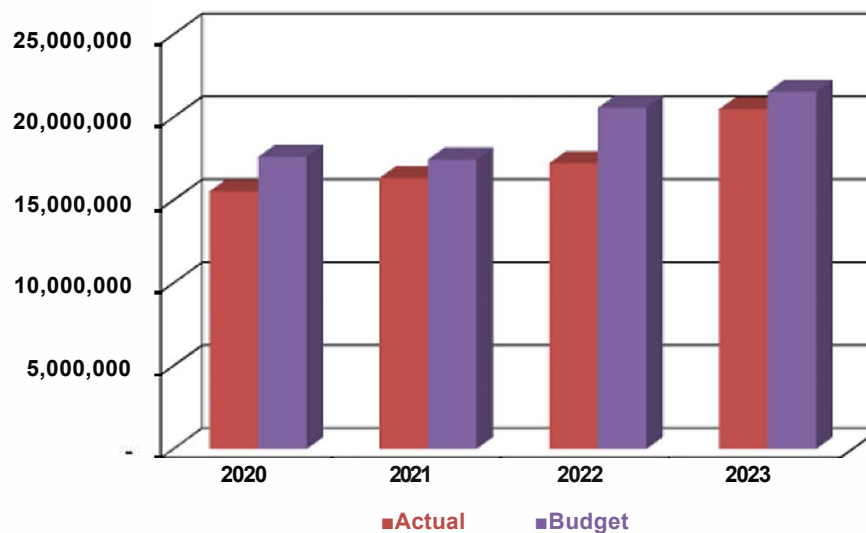
## COO - Water Pollution Control Budget Summary

**Expenditures by Category**



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	5,102,803	5,155,284	5,127,803	5,393,028	6,036,430
Operations	9,170,809	9,931,063	10,584,126	13,785,539	12,906,992
Maintenance	1,265,042	1,254,664	1,516,629	1,310,500	1,429,700
<b>Total</b>	<b>15,538,428</b>	<b>16,341,011</b>	<b>17,228,558</b>	<b>20,489,067</b>	<b>20,373,122</b>

**Expenditures versus Budget**



8/(W)	2020	2021	2022	2023
<b>Budget</b>	17,616,800	17,456,700	20,573,002	21,537,206
<b>Actual</b>	15,538,428	16,341,011	17,228,558	20,489,067
<b>Variance</b>	2,078,372	1,115,689	3,344,444	1,048,139

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**COO – Water Pollution Control – Administration**

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**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 budget for 2024 is \$583,758, which is an increase of \$8,085 or 1.4% above the prior year's appropriation. The budgeted positions are unchanged in 2024.

**Payroll: Increase of \$7,985 or 4.1% above the prior year's appropriation.**

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

**Operations: Increase of \$100 or 0.0% above the prior year's appropriation.**

- *Meeting Expenses* will increase, offset by *Printing* based on historical spending.

# Operating Budget Expenditures

2220010010

## COO – Water Pollution Control – Administration

Commitment Item	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Payroll</u></b>					
501010 Regular Pay	184,182	193,998	201,758	7,760	
501030 Overtime 100%	-	-	-	-	
501040 Overtime 150%	-	-	-	-	
501050 Overtime 200%	-	-	-	-	
501020 Temporary Pay	-	-	-	-	
501060 Standby & Premium Pay	-	-	-	-	
501070 Longevity Pay	350	375	600	225	
<b>Total Payroll</b>	<b>184,532</b>	<b>194,373</b>	<b>202,358</b>	<b>7,985</b>	<b>4.1%</b>
<b><u>Operations</u></b>					
511100 Seminars & Conventions	8,000	8,000	8,000	-	
511120 Meeting Expenses	1,200	1,200	1,500	300	
511210 Books & Periodicals	1,000	1,000	1,000	-	
511220 Dues & Memberships	2,900	2,900	2,900	-	
512310 Permits	168,000	168,000	168,000	-	
512710 Outside Testing & Lab Services	180,320	199,000	199,000	-	
512840 Licenses & Registration	500	500	500	-	
513010 Office Supplies	500	500	500	-	
519100 Printing	200	200	-	(200)	
<b>Total Operations</b>	<b>362,620</b>	<b>381,300</b>	<b>381,400</b>	<b>100</b>	<b>0.0%</b>
<b>Total Expenditure Classification</b>	<b>547,152</b>	<b>575,673</b>	<b>583,758</b>	<b>8,085</b>	<b>1.4%</b>
<b><u>Funding Allocation</u></b>					
Sewer Allocation 100%	547,152	575,673	583,758	8,085	
Water Allocation 0%	-	-	-	-	
<b>Total Funding Allocation</b>	<b>547,152</b>	<b>575,673</b>	<b>583,758</b>	<b>8,085</b>	<b>1.4%</b>
<b><u>Authorized Positions</u></b>					
Manager of WPC	1	1	1	-	
<b>Total Authorized Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>0.0%</b>

**COO – Water Pollution Control – Hartford**

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**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 2024 budget for Water Pollution Control, Hartford, totals \$16,017,078, which is a decrease from the prior year's appropriation by \$816,107 or 4.8%. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$232,693 or 5.0% above the prior year's appropriation.**

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

**Operations: Decrease of \$1,048,800 or 9.3% below the prior year's appropriation.**

- *Fuel, Electricity and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.
- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Materials from Stock* is increasing, among other items based on historical spending, offset by *Nitrogen Credit* due to an overall decrease in wet weather.

**Maintenance: Remains unchanged at \$0 or 0.0%.**

- No changes are anticipated for the coming year.

# Operating Budget Expenditures

2220010020

## COO – Water Pollution Control – Hartford

Commitment		2022	2023	2024	\$	%
Item	Expenditure Classification	Adopted	Adopted	Proposed	Change	Change
	<i><b>Payroll</b></i>					
501010	Regular Pay	3,891,588	4,079,110	4,258,921	179,811	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	304,000	304,000	326,762	22,762	
501050	Overtime 200%	128,000	128,000	134,000	6,000	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	105,000	105,000	110,000	5,000	
501070	Longevity Pay	1,200	1,475	20,595	19,120	
	<i><b>Total Payroll</b></i>	<b>4,429,788</b>	<b>4,617,585</b>	<b>4,850,278</b>	<b>232,693</b>	<b>5.0%</b>
	<i><b>Operations</b></i>					
511010	Clothing Allowance	41,300	43,000	72,000	29,000	
511030	Meals Allowance	2,200	2,200	-	(2,200)	
511050	Employee Education Program	-	6,000	6,000	-	
512050	Custodial Services	8,300	8,300	8,300	-	
512080	Outside Services	77,000	77,000	123,000	46,000	
512400	Disposal/Removal Fees	122,000	244,000	300,000	56,000	
512410	Refuse Collection & Disposal	38,000	36,000	38,000	2,000	
512420	Incinerator Ash Disposal	726,000	793,000	793,000	-	
512850	DEEP Nitrogen Credits	575,200	375,000	325,000	(50,000)	
513010	Office Supplies	5,800	5,800	5,800	-	
513020	Janitorial Supplies	11,000	9,500	2,500	(7,000)	
513080	Communication Equipment & Supp	4,000	4,000	4,000	-	
513140	Electrical Supplies	3,700	3,700	3,700	-	
513160	Chemical/Oil Spill Supplies	2,000	2,000	2,000	-	
513400	Small Tools & Equipment	4,100	4,100	4,100	-	
513690	Materials From Stock	740,000	740,000	940,000	200,000	
513710	Fuel	2,459,250	2,603,000	1,740,000	(863,000)	
513740	Oil & Lubricants	4,000	4,000	4,000	-	
514010	Electricity	4,532,400	4,600,000	4,370,000	(230,000)	
515010	Aluminum Sulfate	82,500	92,000	92,500	500	
515030	Chlorine	36,500	-	-	-	
515060	Sodium Hypochlorite	-	64,000	44,300	(19,700)	
515080	Polymers	1,200,000	1,400,000	1,206,000	(194,000)	
515140	Water Treatment Chemicals	36,000	36,000	24,600	(11,400)	
515320	Odor Control Chemicals	27,000	32,000	27,000	(5,000)	
519100	Printing	1,000	1,000	1,000	-	
523140	Other Equipment Rental	39,000	32,000	32,000	-	
	<i><b>Total Operations</b></i>	<b>10,778,250</b>	<b>11,217,600</b>	<b>10,168,800</b>	<b>(1,048,800)</b>	<b>-9.3%</b>
	<i><b>Maintenance</b></i>					
521080	Tool & Work Equipment	6,000	6,000	6,000	-	
521100	Treatment Equipment	980,000	992,000	992,000	-	
	<i><b>Total Maintenance</b></i>	<b>986,000</b>	<b>998,000</b>	<b>998,000</b>	<b>-</b>	<b>0.0%</b>
	<i><b>Total Expenditure Classification</b></i>	<b>16,194,038</b>	<b>16,833,185</b>	<b>16,017,078</b>	<b>(816,107)</b>	<b>-4.8%</b>
	<i><b>Funding Allocation</b></i>					
	Sewer Allocation 100%	16,194,038	16,833,185	16,017,078	(816,107)	
	Water Allocation 0%	-	-	-	-	
	<i><b>Total Funding Allocation</b></i>	<b>16,194,038</b>	<b>16,833,185</b>	<b>16,017,078</b>	<b>(816,107)</b>	<b>-4.8%</b>

**Operating Budget Expenditures****2220010020****COO – Water Pollution Control – Hartford**

	<b>2022 Adopted</b>	<b>2023 Adopted</b>	<b>2024 Proposed</b>	<b>Change</b>	<b>% Change</b>
<b>Authorized Positions</b>					
Assistant WPC Superintendent	1	1	1	-	
Administrative Clerk	1	1	1	-	
WPC Crew Leader 1	5	5	5	-	
WPC Crew Leader 2	7	7	7	-	
WPC Plant Operator 2	25	25	22	(3)	
WPC Plant Operator Trainee	-	-	2	2	
WPC Supervisor	4	4	4	-	
WPC Plant Superintendent	-	-	1	1	
<b>Total Authorized Positions</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>-</b>	<b>0.0%</b>



**COO – Water Pollution Control – East Hartford**

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**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 East Hartford WPC budget for 2024 is \$1,440,915, which is below the prior year's appropriation by \$172,280 or 10.7%. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$22,020 or 4.0% above the prior year's appropriation.**

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

**Operations: Decrease of \$199,300 or 22.2% below the prior year's appropriation.**

- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Natural/Industrial Gas* is being reclassified to *Fuel* for constituency in reporting with other cost centers.
- *Electricity and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.
- Disposal/Removal Fees are increasing, offset by *DEEP Nitrogen Credit* due to an overall decrease in wet weather.

**Maintenance: Increase of \$5,000 or 2.9% above the prior year's appropriation.**

- There is an expected increase in expenditures for *Treatment Equipment* due to maintenance repairs due in 2024.

# Operating Budget Expenditures

2220010030

## COO – Water Pollution Control – East Hartford

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><b>Payroll</b></u>					
501010	Regular Pay	469,363	491,420	509,685	18,265	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	25,000	25,000	26,000	1,000	
501050	Overtime 200%	22,000	22,000	22,880	880	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	5,100	5,100	5,300	200	
501070	Longevity Pay	275	275	1,950	1,675	
	<b>Total Payroll</b>	<b>521,738</b>	<b>543,795</b>	<b>565,815</b>	<b>22,020</b>	<b>4.0%</b>
	<u><b>Operations</b></u>					
511010	Clothing Allowance	4,500	4,500	7,800	3,300	
511030	Meals Allowance	400	400	-	(400)	
512050	Custodial Services	3,400	3,400	2,500	(900)	
512080	Outside Services	300	300	-	(300)	
512400	Disposal/Removal Fees	19,000	38,000	42,000	4,000	
512410	Refuse Collection & Disposal	1,200	1,200	1,200	-	
512710	Outside Testing & Lab Services	400	400	-	(400)	
512850	DEEP Nitrogen Credits	35,000	35,000	30,000	(5,000)	
513010	Office Supplies	1,500	1,600	1,700	100	
513020	Janitorial Supplies	1,500	1,500	1,500	-	
513080	Communication Equipment & Supp.	2,000	2,000	2,000	-	
513140	Electrical Supplies	500	600	600	-	
513160	Chemical/Oil Spill Supplies	500	500	500	-	
513400	Small Tools & Equipment	2,500	2,500	2,500	-	
513690	Materials From Stock	45,000	60,000	60,000	-	
513710	Fuel	-	-	42,000	42,000	
513720	Diesel Fuel	11,250	12,800	8,000	(4,800)	
513740	Oil & Lubricants	500	-	-	-	
514010	Electricity	588,000	600,000	435,500	(164,500)	
514020	Natural/Industrial Gas	44,400	52,000	-	(52,000)	
515060	Sodium Hypochlorite	26,000	48,000	39,800	(8,200)	
515110	Sodium Bisulfite	27,000	34,800	22,600	(12,200)	
	<b>Total Operations</b>	<b>814,850</b>	<b>899,500</b>	<b>700,200</b>	<b>(199,300)</b>	<b>-22.2%</b>
	<u><b>Maintenance</b></u>					
521020	Safety Equipment	4,000	4,000	4,000	-	
521080	Tool & Work Equipment	800	900	900	-	
521100	Treatment Equipment	134,000	165,000	170,000	5,000	
	<b>Total Maintenance</b>	<b>138,800</b>	<b>169,900</b>	<b>174,900</b>	<b>5,000</b>	<b>2.9%</b>
	<b>Total Expenditure Classification</b>	<b>1,475,388</b>	<b>1,613,195</b>	<b>1,440,915</b>	<b>(172,280)</b>	<b>-10.7%</b>
	<u><b>Funding Allocation</b></u>					
	Sewer Allocation 100%	1,475,388	1,613,195	1,440,915	(172,280)	
	Water Allocation 0%	-	-	-	-	
	<b>Total Funding Allocation</b>	<b>1,475,388</b>	<b>1,613,195</b>	<b>1,440,915</b>	<b>(172,280)</b>	<b>-10.7%</b>

**Operating Budget Expenditures****2220010030****COO – Water Pollution Control – East Hartford**

	<b>2022 Adopted</b>	<b>2023 Adopted</b>	<b>2024 Proposed</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Authorized Positions</b>					
WPC Crew Leader 1	1	1	1	-	
WPC Plant Operator 2	3	3	3	-	
WPC Supervisor	1	1	1	-	
<i>Total Authorized Positions</i>	5	5	5	-	0.0%

**COO – Water Pollution Control – Poquonock**

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**Description**

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

**Budget Commentary**

The WPC Poquonock budget for 2024 is \$1,087,331, which is \$79,612 or 6.8% below the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$22,738 or 4.9% above the prior year's appropriation.**

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

**Operations: Decrease of \$105,350 or 18.9% below the prior year's appropriation.**

- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Electricity and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.
- *Sludge Removal and DEEP Nitrogen Credits* are decreasing offset by an increase in *Disposal/Removal Fees* based on historical spending.

**Maintenance: Increase of \$3,000 or 2.0% above the prior year's appropriation.**

- There is an expected increase in expenditures for *Treatment Equipment* in 2024 based on planned maintenance and historical spending.

# Operating Budget Expenditures

2220010040

## COO – Water Pollution Control – Poquonock

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	384,934	408,168	421,781	13,613	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	32,000	32,000	40,750	8,750	
501050	Overtime 200%	16,000	16,000	14,600	(1,400)	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	5,100	5,100	5,300	200	
501070	Longevity Pay	825	825	2,400	1,575	
	<b>Total Payroll</b>	<b>438,859</b>	<b>462,093</b>	<b>484,831</b>	<b>22,738</b>	<b>4.9%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	2,700	3,300	5,700	2,400	
511030	Meals Allowance	200	200	-	(200)	
512400	Disposal/Removal Fees	16,000	32,000	35,000	3,000	
512410	Refuse Collection & Disposal	3,500	3,650	3,700	50	
512430	Sludge Removal	42,800	50,600	46,200	(4,400)	
512850	DEEP Nitrogen Credits	250,000	250,000	200,000	(50,000)	
513010	Office Supplies	2,500	2,500	2,500	-	
513690	Materials From Stock	19,500	19,500	19,500	-	
513710	Fuel	12,750	21,450	8,000	(13,450)	
513740	Oil & Lubricants	3,700	4,950	5,200	250	
514010	Electricity	72,000	53,200	50,000	(3,200)	
515040	Polyaluminum Chloride	-	83,250	53,300	(29,950)	
515060	Sodium Hypochlorite	-	17,000	11,700	(5,300)	
515110	Sodium Bisulfite	-	15,750	11,200	(4,550)	
515140	Water Treatment Chemicals	89,000	-	-	-	
	<b>Total Operations</b>	<b>514,650</b>	<b>557,350</b>	<b>452,000</b>	<b>(105,350)</b>	<b>-18.9%</b>
	<b><u>Maintenance</u></b>					
521020	Safety Equipment	2,000	2,000	2,000	-	
521100	Treatment Equipment	109,500	145,500	148,500	3,000	
	<b>Total Maintenance</b>	<b>111,500</b>	<b>147,500</b>	<b>150,500</b>	<b>3,000</b>	<b>2.0%</b>
	<b>Total Expenditure Classification</b>	<b>1,065,009</b>	<b>1,166,943</b>	<b>1,087,331</b>	<b>(79,612)</b>	<b>-6.8%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 100%	1,065,009	1,166,943	1,087,331	(79,612)	
	Water Allocation 0%	-	-	-	-	
	<b>Total Funding Allocation</b>	<b>1,065,009</b>	<b>1,166,943</b>	<b>1,087,331</b>	<b>(79,612)</b>	<b>-6.8%</b>
	<b><u>Authorized Positions</u></b>					
	WPC Crew Leader 1	1	1	1	-	
	WPC Plant Operator 2	2	2	2	-	
	WPC Satellite Plant Supervisor	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>-</b>	<b>0.0%</b>

**COO – Water Pollution Control – Rocky Hill**

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**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 2024 budget is \$1,244,040, which is \$104,170 or 7.7% below the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$2,530 or 0.5% above the prior year's appropriation.**

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

**Operations: Decrease of \$106,700 or 15.1% below the prior year's appropriation.**

- *Disposal/Removal Fees* are increasing due to high flows and an increase in the fees associated with removal of grit.
- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Electricity and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.
- *Materials from Stock's* increase is based on warehouse housing items that were previously purchased from outside vendors.

**Maintenance: Remains unchanged at \$0 or 0.0%.**

- No changes are anticipated for the coming year.

# Operating Budget Expenditures

2220010050

## COO – Water Pollution Control – Rocky Hill

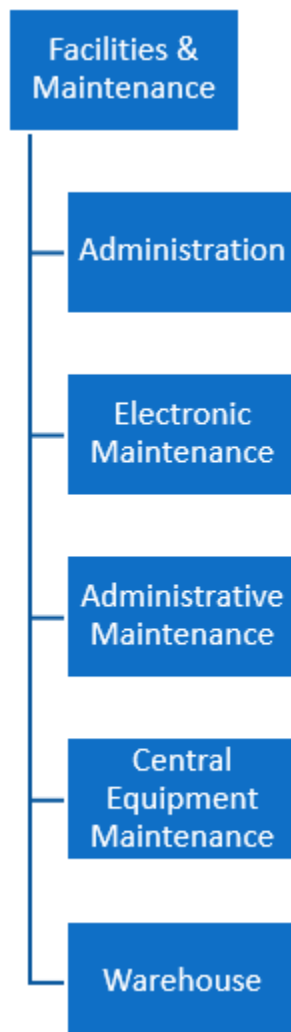
Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	470,740	490,235	490,670	435	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	30,000	30,000	30,000	-	
501050	Overtime 200%	10,000	10,000	10,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	5,100	5,100	5,300	200	
501070	Longevity Pay	275	275	2,170	1,895	
	<b>Total Payroll</b>	<b>516,115</b>	<b>535,610</b>	<b>538,140</b>	<b>2,530</b>	<b>0.5%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	3,300	4,000	7,200	3,200	
511030	Meals Allowance	200	200	-	(200)	
512050	Custodial Services	2,000	2,000	2,000	-	
512080	Outside Services	400	400	400	-	
512400	Disposal/Removal Fees	17,800	35,600	39,000	3,400	
512410	Refuse Collection & Disposal	2,000	2,500	2,500	-	
512710	Outside Testing & Lab Services	1,000	1,000	-	(1,000)	
512850	DEEP Nitrogen Credits	20,000	20,000	20,000	-	
513010	Office Supplies	1,800	1,800	1,800	-	
513020	Janitorial Supplies	3,000	3,000	3,000	-	
513400	Small Tools & Equipment	2,500	2,500	2,500	-	
513690	Materials From Stock	25,000	30,000	40,000	10,000	
513720	Diesel Fuel	21,000	41,200	27,500	(13,700)	
513740	Oil & Lubricants	3,000	2,000	-	(2,000)	
514010	Electricity	558,000	535,000	435,500	(99,500)	
515030	Chlorine	15,000	25,100	18,200	(6,900)	
	<b>Total Operations</b>	<b>676,000</b>	<b>706,300</b>	<b>599,600</b>	<b>(106,700)</b>	<b>-15.1%</b>
	<b><u>Maintenance</u></b>					
521020	Safety Equipment	3,000	3,000	3,000	-	
521080	Tool & Work Equipment	3,300	3,300	3,300	-	
521100	Treatment Equipment	93,000	100,000	100,000	-	
	<b>Total Maintenance</b>	<b>99,300</b>	<b>106,300</b>	<b>106,300</b>	<b>-</b>	<b>0.0%</b>
	<b>Total Expenditure Classification</b>	<b>1,291,415</b>	<b>1,348,210</b>	<b>1,244,040</b>	<b>(104,170)</b>	<b>-7.7%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 100%	1,291,415	1,348,210	1,244,040	(104,170)	
	Water Allocation 0%	-	-	-	-	
	<b>Total Funding Allocation</b>	<b>1,291,415</b>	<b>1,348,210</b>	<b>1,244,040</b>	<b>(104,170)</b>	<b>-7.7%</b>
	<b><u>Authorized Positions</u></b>					
	WPC Crew Leader 1	1	1	1	-	
	WPC Plant Operator 2	3	3	3	-	
	WPC Satellite Plant Supervisor	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>-</b>	<b>0.0%</b>

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# Facilities & Maintenance

Administration  
Electronic Maintenance  
Administrative Maintenance  
Central Equipment Maintenance  
Warehouse



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# Operating Budget Expenditures

## COO – Facilities & Maintenance Budget Summary

### Description

The Maintenance activity is responsible for repairing and maintaining all District buildings and grounds, building systems' process equipment and machinery at plants and pump stations, and all District radio and instrumentation equipment. The activity also has primary responsibility for the daily operation of 71 sewer pump stations, 17 water pump stations, 7 water storage tanks, 3 standpipes and 3 distribution reservoirs.

The Maintenance activity also includes the Central Equipment Maintenance (CEM) sub-activity. CEM is responsible for fleet repair and preventive maintenance; various stationary engines located in plants and pump stations; and engine-driven, pneumatic, hydraulic, and electrical tools and equipment used throughout the District.

### Budget Commentary

The Maintenance budget for 2024 is \$13,096,991, which is \$389,578 or 3.1% above the prior year's appropriation in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	258,505	272,930	532,407	259,477	
Facilities and Electronic Maintenance	5,597,963	5,707,570	6,002,306	294,736	
Administrative Facilities Maintenance	1,791,140	1,835,732	1,600,390	(235,342)	
Central Equipment Maintenance	4,061,241	4,154,291	4,175,155	20,864	
Warehouse	776,432	736,890	786,733	49,843	
<b>Total Summary by Activity</b>	<b>12,485,281</b>	<b>12,707,413</b>	<b>13,096,991</b>	<b>389,578</b>	<b>3.1%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	5,225,866	5,463,506	6,311,491	847,985	
Overtime 100%	-	-	-	-	
Overtime 150%	603,000	603,000	547,545	(55,455)	
Overtime 200%	140,000	140,000	120,000	(20,000)	
Temporary Help	-	-	-	-	
Standby & Premium Pay	44,600	46,350	47,900	1,550	
Longevity Pay	5,125	6,400	10,665	4,265	
<b>Total Payroll</b>	<b>6,018,591</b>	<b>6,259,256</b>	<b>7,037,601</b>	<b>778,345</b>	<b>12.4%</b>
Operations	4,641,590	4,600,657	4,232,890	(367,767)	-8.0%
Maintenance	1,825,100	1,847,500	1,826,500	(21,000)	-1.1%
<b>Total Summary by Major Account</b>	<b>12,485,281</b>	<b>12,707,413</b>	<b>13,096,991</b>	<b>389,578</b>	<b>3.1%</b>

### Funding Allocation

Sewer Allocation 49%	6,117,900	6,226,600	6,417,523	190,800	
Water Allocation 51%	6,367,381	6,480,813	6,679,468	198,778	
<b>Total Funding Allocation</b>	<b>12,485,281</b>	<b>12,707,413</b>	<b>13,096,991</b>	<b>389,578</b>	<b>3.1%</b>

### Authorized Positions

Administration	2	2	3	1	
Facilities and Electronic Maintenance	31	30	33	3	
Central Equipment Maintenance	14	14	15	1	
Warehouse	7	6	6	-	
<b>Total Authorized Positions</b>	<b>54</b>	<b>52</b>	<b>57</b>	<b>5</b>	<b>9.6%</b>

# Operating Budget Expenditures

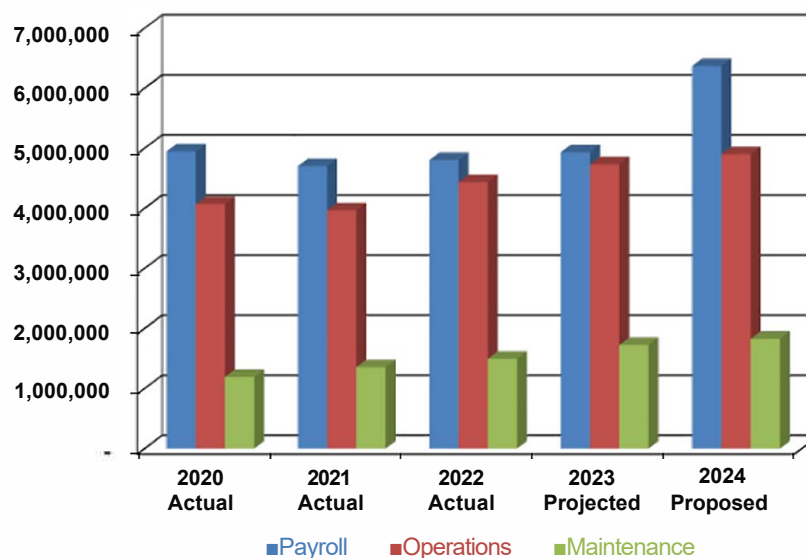
## COO – Facilities & Maintenance Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	175,705	94,543	178,696	271,565
Facilities and Electronic Maintenance	4,913,149	4,861,232	5,094,479	5,079,028
Administrative Facilities Maintenance	1,458,906	1,279,951	1,391,863	1,511,702
Central Equipment Maintenance	2,981,716	3,080,164	3,431,565	3,839,506
Warehouse	678,403	706,322	633,383	683,048
<b>Total Summary by Activity</b>	<b>10,207,879</b>	<b>10,022,212</b>	<b>10,729,986</b>	<b>11,384,849</b>
<b><u>Summary by Major Account</u></b>				
Payroll				
Regular Pay	4,896,726	4,653,309	4,754,134	4,878,043
Overtime 100%	-	-	-	-
Overtime 150%	600,410	615,492	487,387	542,201
Overtime 200%	112,858	118,423	113,367	110,000
Temporary Help	-	-	-	-
Standby & Premium Pay	42,991	43,991	42,220	44,437
Longevity Pay	7,025	5,700	5,338	9,370
<b>Total Payroll</b>	<b>5,660,010</b>	<b>5,436,915</b>	<b>5,402,446</b>	<b>5,584,051</b>
Operations	3,357,718	3,231,438	3,835,360	4,078,723
Maintenance	1,190,151	1,353,859	1,492,180	1,722,075
<b>Total Summary by Major Account</b>	<b>10,207,879</b>	<b>10,022,212</b>	<b>10,729,986</b>	<b>11,384,849</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 49%	5,001,800	4,910,900	5,257,800	5,578,600
Water Allocation 51%	5,206,079	5,111,312	5,472,186	5,806,249
<b>Total Funding Allocation</b>	<b>10,207,879</b>	<b>10,022,212</b>	<b>10,729,986</b>	<b>11,384,849</b>

# Operating Budget Expenditures

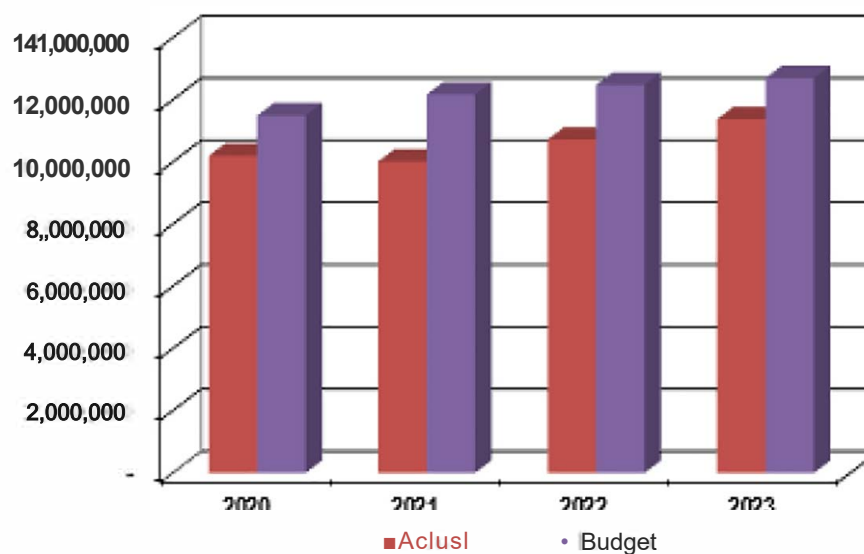
## COO - Facilities & Maintenance Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	4,946,742	4,703,000	4,801,692	4,931,850	6,370,056
Operations	4,070,986	3,965,353	4,436,114	4,730,924	4,900,435
Maintenance	1,190,151	1,353,859	1,492,180	1,722,075	1,826,500
<b>Total</b>	<b>10,207,879</b>	<b>10,022,212</b>	<b>10,729,986</b>	<b>11,384,849</b>	<b>13,096,991</b>

### Expenditures versus Budget



	2020	2021	2022	2023
Budget	11,502,600	12,100,000	12,485,281	12,707,413
Actual	10,207,879	10,022,212	10,729,986	11,184,849
Variance	-1,294,721	2,154,988	11,755,295	1,322,564

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**COO – Facilities & Maintenance – Administration**

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**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, a Director of Facilities, and an Admin Clerk who is responsible for all clerical duties in the Maintenance Department.

**Budget Commentary**

The Maintenance Administration budget for 2024 is \$532,407. This is an increase of \$259,477 or 95.1% from the prior year's appropriation. There are increases in the budgeted positions in 2024.

**Payroll: Increase of \$263,352 or 102.4% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. As well as transferring in the Director of Facilities position from 2300010010 - COO – Administration.

**Operations: Decrease of \$3,875 or 24.6% below the prior year's appropriation.**

- *Clothing Allowance* is increasing due to new union contract.
- *Meeting Expenses, Books & Periodicals, Dues & Memberships* and *Office Supplies* is expected to decrease to align with anticipated spend for 2024.

# Operating Budget Expenditures

2240010010

## COO – Facilities & Maintenance – Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	239,805	253,380	517,357	263,977	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	3,000	3,000	2,000	(1,000)	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	825	1,200	375	
	<b>Total Payroll</b>	<b>242,805</b>	<b>257,205</b>	<b>520,557</b>	<b>263,352</b>	<b>102.4%</b>
	<u>Operations</u>					
511010	Clothing Allowance	300	325	850	525	
511100	Seminars & Conventions	2,000	2,000	2,000	-	
511120	Meeting Expenses	900	900	500	(400)	
511210	Books & Periodicals	500	500	-	(500)	
511220	Dues & Memberships	1,000	1,000	500	(500)	
512070	Consultant Services	5,000	5,000	5,000	-	
513010	Office Supplies	6,000	6,000	3,000	(3,000)	
	<b>Total Operations</b>	<b>15,700</b>	<b>15,725</b>	<b>11,850</b>	<b>(3,875)</b>	<b>-24.6%</b>
	<b>Total Expenditure Classification</b>	<b>258,505</b>	<b>272,930</b>	<b>532,407</b>	<b>259,477</b>	<b>95.1%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 49%	126,700	133,700	260,879	127,100	
	Water Allocation 51%	131,805	139,230	271,528	132,377	
	<b>Total Funding Allocation</b>	<b>258,505</b>	<b>272,930</b>	<b>532,407</b>	<b>259,477</b>	<b>95.1%</b>
	<u>Authorized Positions</u>					
	Manager of Maintenance	1	1	1	-	
	Administrative Clerk	1	1	1	-	
	Director of Facilities	-	-	1	1	
	<b>Total Authorized Positions</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>50.0%</b>

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**COO – Facilities & Electronic Maintenance**

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**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 2024 budget is \$6,002,306, an increase of \$294,736 or 5.2% above the prior year's appropriation. There is an increase in the budgeted positions in 2024.

**Payroll: Increase of \$347,836 or 9.2% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and an increase from three new positions.
- *Overtime* is expected to decrease to align with anticipated spend for 2024.
- *Standby & Premium Pay* and *Longevity* has increased based upon union contract rate increase.

**Operations: Decrease of \$53,600 or 3.9% below the prior year's appropriation.**

- *Ground Care* and *Fuel* is expected to decrease to align with anticipated spend for 2024.

**Maintenance: Increase of \$500 or 0.1% above the prior year's appropriation.**

- Increase in *Tanks* and *Pump Station equipment* is expected to increase to align with anticipated spend for 2024 and offset by decreases in *Safety Equipment*, *Tool & Work Equipment* and *Information System R&M*.



# Operating Budget Expenditures

2240010020

## COO – Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	2,972,838	3,194,570	3,594,816	400,246	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	450,000	450,000	415,545	(34,455)	
501050	Overtime 200%	100,000	100,000	80,000	(20,000)	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	35,000	36,750	38,200	1,450	
501070	Longevity Pay	3,125	3,350	3,945	595	
	<b>Total Payroll</b>	<b>3,560,963</b>	<b>3,784,670</b>	<b>4,132,506</b>	<b>347,836</b>	<b>9.2%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	32,500	32,500	39,100	6,600	
511030	Meals Allowance	4,000	4,000	-	(4,000)	
512080	Outside Services	150,000	30,000	30,000	-	
512350	Ground Care	270,500	272,000	250,000	(22,000)	
512410	Refuse Collection & Disposal	4,500	4,500	5,700	1,200	
513010	Office Supplies	6,000	6,000	5,000	(1,000)	
513080	Communication Equipment & Supp.	10,000	10,000	5,000	(5,000)	
513120	Safety Supplies	15,000	15,000	15,000	-	
513140	Electrical Supplies	20,000	20,000	20,000	-	
513160	Chemical/Oil Spill Supplies	1,000	-	-	-	
513400	Small Tools & Equipment	23,000	-	5,000	5,000	
513430	Rock Sand & Dirt	2,000	-	-	-	
513690	Materials From Stock	80,000	102,000	115,000	13,000	
513710	Fuel	80,000	80,000	32,000	(48,000)	
514010	Electricity	852,000	809,400	810,000	600	
515310	Fertilizer & Weed Control Chemicals	1,000	-	-	-	
515320	Odor Control Chemicals	1,000	-	-	-	
523140	Other Equipment Rental	15,000	-	-	-	
	<b>Total Operations</b>	<b>1,567,500</b>	<b>1,385,400</b>	<b>1,331,800</b>	<b>(53,600)</b>	<b>-3.9%</b>
	<b><u>Maintenance</u></b>					
513540	Tanks	12,000	-	35,000	35,000	
521020	Safety Equipment	22,500	22,500	18,000	(4,500)	
521070	Pump Station Equipment	100,000	113,000	115,000	2,000	
521080	Tool & Work Equipment	17,000	40,000	35,000	(5,000)	
522010	Facilities R&M	150,000	150,000	150,000	-	
522030	Information System R&M	168,000	212,000	185,000	(27,000)	
	<b>Total Maintenance</b>	<b>469,500</b>	<b>537,500</b>	<b>538,000</b>	<b>500</b>	<b>0.1%</b>
	<b>Total Expenditure Classification</b>	<b>5,597,963</b>	<b>5,707,570</b>	<b>6,002,306</b>	<b>294,736</b>	<b>5.2%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	2,743,000	2,796,700	2,941,129	144,400	
	Water Allocation 51%	2,854,963	2,910,870	3,061,177	150,336	
	<b>Total Funding Allocation</b>	<b>5,597,963</b>	<b>5,707,570</b>	<b>6,002,306</b>	<b>294,736</b>	<b>5.2%</b>

**Operating Budget Expenditures****2240010020****COO – Facilities & Electronic Maintenance**

	<b>2022 Adopted</b>	<b>2023 Adopted</b>	<b>2024 Proposed</b>	<b>Change</b>	<b>% Change</b>
<b>Authorized Positions</b>					
Electrical Maint Supervisor	1	1	1	-	
Electronic Technician	6	8	7	(1)	
Electronic Technician 2	4	4	3	(1)	
Facilities Maintainer Crew Leader	1	1	1	-	
Facility Maintainer 1	3	1	2	1	
Facility Maintenance Supervisor 1	1	-	-	-	
Facility Maintenance Superintendent	1	1	1	-	
Instrumentation Tech 1	-	-	1	1	
Machinist/Maint. Mechanic 2	11	11	11	-	
Pump Station Supervisor	-	1	1	-	
Plant & Pump Station Maint Supervisor	1	1	1	-	
Plant & Pump Station Maint Planner			1	1	
Senior Maintenance Mechanic	-	-	1	1	
Senior Electronic Technician	1	1	1	-	
Senior Instrumentation Control Sys Tech	-	-	1	1	
<b>Total Authorized Positions</b>	<b>31</b>	<b>30</b>	<b>33</b>	<b>3</b>	<b>10.0%</b>

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**COO – Administrative Facilities Maintenance**

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**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 2024 budget for the Administrative Facilities is \$1,600,390 which is a decrease of \$235,342 or 12.8% below the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Decrease of \$215,342 or 13% below the prior year's appropriation.**

- *Janitorial Supplies* is anticipated to decrease to align with anticipated spend for 2024.
- *Electricity* is anticipated to decrease based on commodity pricing offset with anticipated spend for 2024.
- *Heating & Air Conditioning* expenditure is decreasing based upon commodity price and anticipated spend for 2024.

**Maintenance: Decrease of \$20,000 or 11.4% below the prior year's appropriation.**

- *Facilities R&M* is anticipated to decrease to align with anticipated spend for 2024.

# Operating Budget Expenditures

2240010030

## COO – Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	-	-	-	-	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<b>Total Payroll</b>	-	-	-	-	0.0%
	<b><u>Operations</u></b>					
512050	Custodial Services	424,840	425,702	433,890	8,188	
512080	Outside Services	11,000	11,000	13,000	2,000	
512090	Security Services	10,000	10,000	-	(10,000)	
512410	Refuse Collection & Disposal	68,000	68,000	60,000	(8,000)	
513020	Janitorial Supplies	125,400	125,400	25,000	(100,400)	
513690	Materials From Stock	10,000	10,000	3,000	(7,000)	
513710	Fuel	154,500	160,000	160,000	-	
514010	Electricity	535,400	508,630	440,500	(68,130)	
514050	Heating & Air Conditioning	285,000	342,000	310,000	(32,000)	
	<b>Total Operations</b>	1,624,140	1,660,732	1,445,390	(215,342)	-13.0%
	<b><u>Maintenance</u></b>					
522010	Facilities R&M	167,000	175,000	155,000	(20,000)	
	<b>Total Maintenance</b>	167,000	175,000	155,000	(20,000)	-11.4%
	<b>Total Expenditure Classification</b>	1,791,140	1,835,732	1,600,390	(235,342)	-12.8%
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	877,700	899,500	784,191	(115,300)	
	Water Allocation 51%	913,440	936,232	816,199	(120,042)	
	<b>Total Funding Allocation</b>	1,791,140	1,835,732	1,600,390	(235,342)	-12.8%

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**COO – Central Equipment Maintenance**

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**Description**

Central Equipment Maintenance (CEM) is responsible for fleet repair and maintenance, repair and maintenance of various stationary engines located in plants and pump stations, and engine-driven, pneumatic, hydraulic, and electrical tools and equipment used throughout the District. CEM also supports other functions and activities through its welding/fabricating shop, both in the shop and at remote locations. In addition, CEM is responsible for the operation, maintenance, repair and housekeeping of the Vehicle Maintenance Facility (VMF) at 50 Murphy Road, Hartford.

**Budget Commentary**

The Central Equipment Maintenance budget for 2024 is \$4,175,155, which is above the prior year's appropriation by \$20,864 or 0.5%. There are increases in the budgeted positions in 2024.

**Payroll: Increase of \$154,314 or 10.1% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and an additional position added in 2024, Vehicle and Equipment Mechanic 2.
- *Longevity Pay* is increased due to participation.

**Operations: Decrease of \$131,950 or 8.9% below the prior year's appropriation.**

- *Fuel* and *Diesel Fuel* is expected to decrease based on commodity pricing offset with anticipated spend for 2024.
- *Gasoline* is increasing due to the 2024 commodity estimates set by our vendors.
- *Wash-Bay Chemicals* is expected to decrease to align with anticipated spend for 2024.

**Maintenance: Decrease of \$1,500 or 0.1% below the prior year's appropriation.**

- *Facilities R&M* will increase offset by a reduction in *Power Operated Equipment* and *Safety Equipment* expenditures.

# Operating Budget Expenditures

2240010040

## COO – Central Equipment Maintenance

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><b>Payroll</b></u>					
501010	Regular Pay	1,399,791	1,449,966	1,603,230	153,264	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	60,000	60,000	60,000	-	
501050	Overtime 200%	20,000	20,000	20,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	800	800	500	(300)	
501070	Longevity Pay	2,000	2,225	3,575	1,350	
	<b>Total Payroll</b>	<b>1,482,591</b>	<b>1,532,991</b>	<b>1,687,305</b>	<b>154,314</b>	<b>10.1%</b>
	<u><b>Operations</b></u>					
511010	Clothing Allowance	18,000	18,000	18,000	-	
511030	Meals Allowance	300	300	-	(300)	
511120	Meeting Expenses	1,000	1,000	1,000	-	
511220	Dues & Memberships	1,000	1,000	3,500	2,500	
512070	Consultant Services	90,000	90,000	80,000	(10,000)	
512090	Security Services	6,500	6,500	5,000	(1,500)	
512310	Permits	2,500	2,500	1,000	(1,500)	
512410	Refuse Collection & Disposal	15,000	19,000	19,000	-	
513010	Office Supplies	3,000	3,000	3,000	-	
513090	Shop Supplies	-	500	100	(400)	
513140	Electrical Supplies	3,300	3,300	1,000	(2,300)	
513400	Small Tools & Equipment	18,000	18,000	25,000	7,000	
513450	Hardware	-	10,000	8,500	(1,500)	
513690	Materials From Stock	300,000	300,000	300,000	-	
513710	Fuel	37,500	37,500	31,000	(6,500)	
513720	Diesel Fuel	400,000	468,000	372,000	(96,000)	
513730	Gasoline	300,000	340,500	370,650	30,150	
513740	Oil & Lubricants	-	500	-	(500)	
513770	Auto Parts	-	20,000	20,000	-	
513780	Tires & Tubes	-	500	100	(400)	
514010	Electricity	90,000	60,000	60,000	-	
514020	Natural/Industrial Gas	43,750	25,000	13,000	(12,000)	
514030	Propane Gas	10,000	10,000	4,500	(5,500)	
514060	Garbage	-	1,000	-	(1,000)	
515330	Wash-Bay Chemicals	40,000	40,000	8,300	(31,700)	
523140	Other Equipment Rental	10,200	10,200	9,700	(500)	
	<b>Total Operations</b>	<b>1,390,050</b>	<b>1,486,300</b>	<b>1,354,350</b>	<b>(131,950)</b>	<b>-8.9%</b>
	<u><b>Maintenance</b></u>					
521020	Safety Equipment	25,000	25,000	20,000	(5,000)	
521060	Power Operated Equipment	264,000	230,000	223,500	(6,500)	
521080	Tool & Work Equipment	224,400	180,000	180,000	-	
521090	Transportation Equipment	505,200	530,000	530,000	-	
521110	Stationary Power Equipment	60,000	60,000	60,000	-	
522010	Facilities R&M	110,000	110,000	120,000	10,000	
	<b>Total Maintenance</b>	<b>1,188,600</b>	<b>1,135,000</b>	<b>1,133,500</b>	<b>(1,500)</b>	<b>-0.1%</b>
	<b>Total Expenditure Classification</b>	<b>4,061,241</b>	<b>4,154,291</b>	<b>4,175,155</b>	<b>20,864</b>	<b>0.5%</b>
	<u><b>Funding Allocation</b></u>					
	Sewer Allocation 49%	1,990,000	2,035,600	2,045,825	10,200	
	Water Allocation 51%	2,071,241	2,118,691	2,129,330	10,664	
	<b>Total Funding Allocation</b>	<b>4,061,241</b>	<b>4,154,291</b>	<b>4,175,155</b>	<b>20,864</b>	<b>0.5%</b>

**Operating Budget Expenditures****2240010040****COO – Central Equipment Maintenance**

	2022 Adopted	2023 Adopted	2024 Proposed	Change	% Change
<b>Authorized Positions</b>					
Administrative Assistant	1	1	1	-	
Assistant Fleet Superintendent	-	-	1	1	
Equipment Fabricator	1	1	1	-	
Fleet Supervisor	1	1	1	-	
Fleet Superintendent	1	1	-	(1)	
Stock Svces CL OOC	-	1	1	-	
Vehicle and Equip. Mechanic	8	7	7	-	
Vehicle and Equipment Mechanic 2	-	-	1	1	
Vehicle and Equip. Rep. Crew Leader	2	2	2	-	
<b>Total Authorized Positions</b>	<b>14</b>	<b>14</b>	<b>15</b>	<b>1</b>	<b>7.1%</b>

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**COO – 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 Warehouse department's budget for 2024 is \$786,733, which has increased \$49,843 or 6.8% above the prior year's appropriation. The budgeted positions are unchanged in 2024.

**Payroll: Increase of \$12,843 or 1.9% above the prior year's appropriation.**

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

**Operations: Increase of \$37,000 or 70.5% above the prior year's appropriation.**

- *Clothing Allowance* will increase for the 2024 budget year due to new union contract increases.
- *Outside Services* is increasing due to the 2024 estimates set by our vendors.



# Operating Budget Expenditures

2240010050

## COO – Warehouse

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	613,432	565,590	596,088	30,498	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	90,000	90,000	70,000	(20,000)	
501050	Overtime 200%	20,000	20,000	20,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	8,800	8,800	9,200	400	
501070	Longevity Pay	-	-	1,945	1,945	
	<b>Total Payroll</b>	<b>732,232</b>	<b>684,390</b>	<b>697,233</b>	<b>12,843</b>	<b>1.9%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	4,200	5,500	10,000	4,500	
511030	Meals Allowance	3,000	3,000	-	(3,000)	
512080	Outside Services	25,000	25,000	59,000	34,000	
513010	Office Supplies	1,000	1,000	1,000	-	
513400	Small Tools & Equipment	500	500	1,000	500	
519020	Postage	10,000	17,000	18,000	1,000	
521020	Safety Equipment	500	500	500	-	
	<b>Total Operations</b>	<b>44,200</b>	<b>52,500</b>	<b>89,500</b>	<b>37,000</b>	<b>70.5%</b>
	<b>Total Expenditure Classification</b>	<b>776,432</b>	<b>736,890</b>	<b>786,733</b>	<b>49,843</b>	<b>6.8%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 49%	380,500	361,100	385,499	24,400	
	Water Allocation 51%	395,932	375,790	401,234	25,443	
	<b>Total Funding Allocation</b>	<b>776,432</b>	<b>736,890</b>	<b>786,733</b>	<b>49,843</b>	<b>6.8%</b>
	<b><u>Authorized Positions</u></b>					
	Inventory Stock Clerk	4	3	2	(1)	
	Stock Services Crew Leader	2	2	2	-	
	Stock Services Supervisor	1	1	1	-	
	Stock Specialist	-	-	1	1	
	<b>Total Authorized Positions</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>0.0%</b>

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# Water Treatment & Supply

Administration

## Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

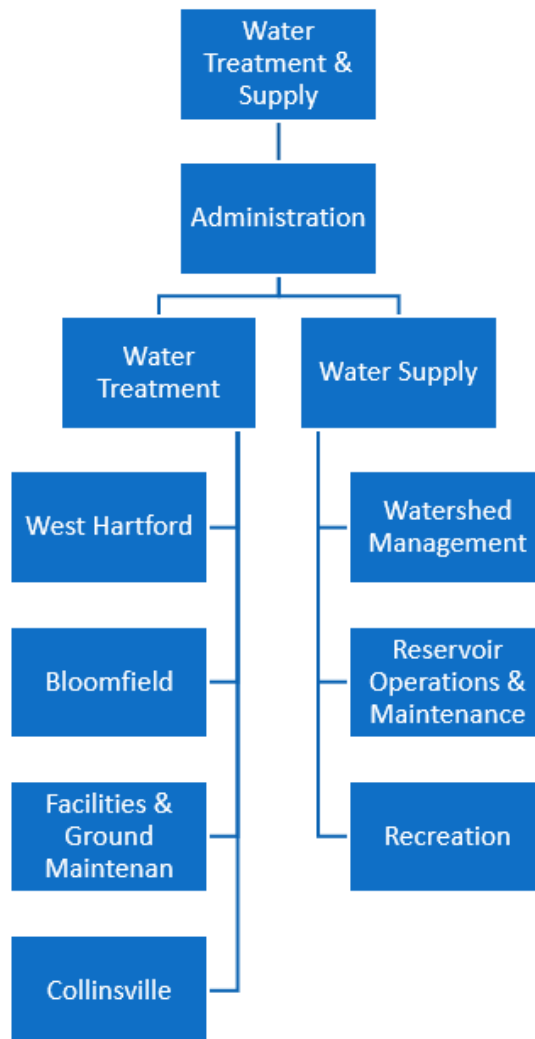
Collinsville

## Water Supply

Watershed Maintenance

Reservoir Operations & Maintenance

Recreation



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# Operating Budget Expenditures

## COO – Water Treatment & Supply Budget Summary

### Description

The Water Treatment and Supply Department is responsible for the management, treatment and transmission of the District's water supplies, and for associated programs related to the District's role as a regional water utility.

The Department, which is headed by the Manager of Water Treatment, comprises of the following activities: Water Treatment, which includes the West Hartford, Bloomfield and Collinsville Water Treatment Facilities; and Supply, which includes the Watershed Management, Reservoir Operation and Maintenance and Recreation activities.

### Budget Commentary

The Water Treatment and Supply department budget for 2024 is \$9,219,496, a decrease of \$72,887 or 0.8% below the prior year's appropriation. Budget details pertaining to the Water Treatment and Supply activities follow. This budget reflects the transfer of an authorized positions to CIP (C1H04).

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	551,461	722,193	798,372	76,179	
West Hartford	2,818,032	3,330,372	3,233,945	(96,427)	
Bloomfield	1,436,793	1,788,601	1,904,429	115,828	
Facilities & Ground Maintenance	809,891	866,869	957,304	90,435	
Collinsville	169,000	236,600	198,200	(38,400)	
Watershed Management	220,755	351,425	338,587	(12,838)	
Reservoir Operations & Maintenance	2,057,822	1,965,923	1,762,659	(203,264)	
Recreation	37,400	30,400	26,000	(4,400)	
<b>Total Summary by Activity</b>	<b>8,101,154</b>	<b>9,292,383</b>	<b>9,219,496</b>	<b>(72,887)</b>	<b>-0.8%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	3,932,335	4,083,458	4,050,590	(32,868)	
Overtime 100%	-	-	-	-	
Overtime 150%	254,500	248,500	321,136	72,636	
Overtime 200%	135,000	129,000	144,000	15,000	
Temporary Help	25,000	25,000	26,500	1,500	
Standby & Premium Pay	44,300	44,300	46,000	1,700	
Longevity Pay	5,050	5,125	13,620	8,495	
<b>Total Payroll</b>	<b>4,396,185</b>	<b>4,535,383</b>	<b>4,601,846</b>	<b>66,463</b>	<b>1.5%</b>
Operations	3,142,569	4,187,600	4,046,900	(140,700)	-3.4%
Maintenance	562,400	569,400	570,750	1,350	0.2%
<b>Total Summary by Major Account</b>	<b>8,101,154</b>	<b>9,292,383</b>	<b>9,219,496</b>	<b>(72,887)</b>	<b>-0.8%</b>
<b><u>Funding Allocation</u></b>					
Sewer Allocation 0%	-	-	-	-	
Water Allocation 100%	8,101,154	9,292,383	9,219,496	(72,887)	
<b>Total Funding Allocation</b>	<b>8,101,154</b>	<b>9,292,383</b>	<b>9,219,496</b>	<b>(72,887)</b>	<b>-0.8%</b>
<b><u>Authorized Positions</u></b>					
Administration	4	5	5	-	
West Hartford	11	9	8	1	
Bloomfield	6	6	7	(1)	
Facilities & Ground Maintenance	8	8	8	-	
Collinsville	-	-	-	-	
Reservoir Operations & Maintenance	1	2	2	-	
Water Supply	13	10	9	1	
Recreation	-	-	-	-	
<b>Total Authorized Positions</b>	<b>43</b>	<b>40</b>	<b>39</b>	<b>1</b>	<b>2.5%</b>

# Operating Budget Expenditures

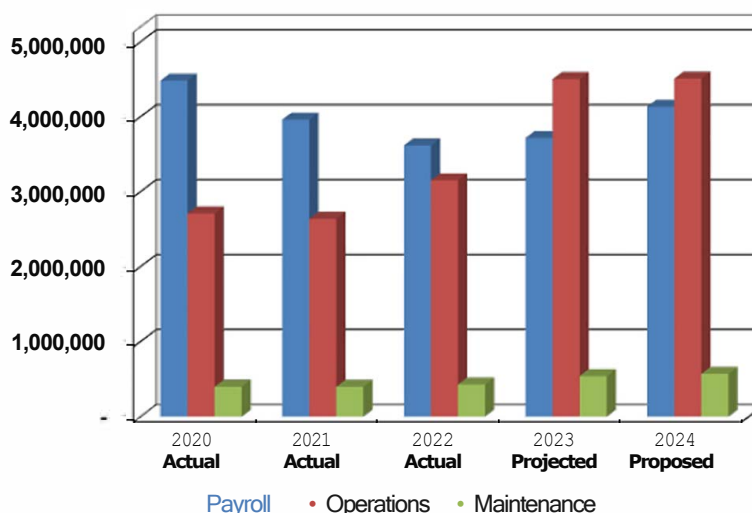
## COO – Water Treatment & Supply Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Administration	508,978	526,209	648,729	747,175
West Hartford	2,730,687	2,509,407	2,525,544	3,146,640
Bloomfield	1,351,663	1,262,433	1,389,927	1,650,310
Facilities & Ground Maintenance	707,507	729,560	727,261	987,800
Collinsville	121,147	133,184	150,517	203,160
Waterhshed Management	476,212	340,763	195,039	308,475
Reservoir Operations & Maintenance	1,694,235	1,490,958	1,555,963	1,706,744
Recreation	4,892	8,041	8,045	15,500
<b>Total Summary by Activity</b>	<b>7,595,321</b>	<b>7,000,555</b>	<b>7,201,025</b>	<b>8,765,804</b>
<b><u>Summary by Major Account</u></b>				
Payroll				
Regular Pay	4,412,234	3,899,210	3,581,708	3,672,654
Overtime 100%	-	-	-	-
Overtime 150%	313,299	416,635	304,687	337,400
Overtime 200%	119,291	136,923	138,958	149,200
Temporary Help	-	-	-	1,200
Standby & Premium Pay	65,934	57,343	32,595	33,600
Longevity Pay	6,913	6,025	5,050	12,005
<b>Total Payroll</b>	<b>4,917,671</b>	<b>4,516,136</b>	<b>4,062,998</b>	<b>4,206,059</b>
Operations	2,278,359	2,086,109	2,709,395	4,019,145
Maintenance	399,291	398,310	428,632	540,600
<b>Total Summary by Major Account</b>	<b>7,595,321</b>	<b>7,000,555</b>	<b>7,201,025</b>	<b>8,765,804</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	7,595,321	7,000,555	7,201,025	8,765,804
<b>Total Funding Allocation</b>	<b>7,595,321</b>	<b>7,000,555</b>	<b>7,201,025</b>	<b>8,765,804</b>

# Operating Budget Expenditures

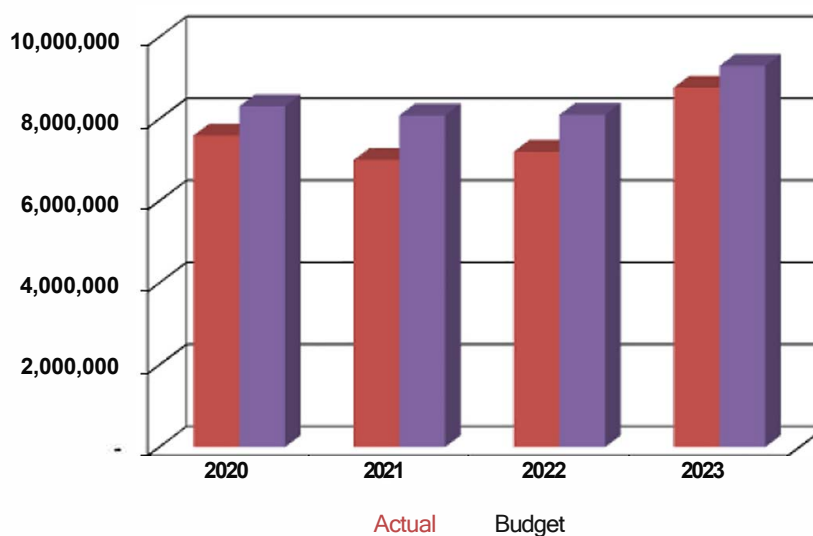
## COO -Water Treatment & Supply Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	4,485,081	3,962,578	3,619,353	3,719,459	4,136,710
Operations	2,710,949	2,639,667	3,153,040	4,505,745	4,512,036
Maintenance	399,291	398,310	428,632	540,600	570,750
<b>Total</b>	<b>7,595,321</b>	<b>7,000,555</b>	<b>7,201,025</b>	<b>8,765,804</b>	<b>9,219,496</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	8,310,200	8,087,800	8,101,154	9,292,383
Actual	7,595,321	7,000,555	7,201,025	8,765,804
<b>Variance</b>	<b>714,879</b>	<b>1,087,245</b>	<b>900,129</b>	<b>526,579</b>

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**COO – Water Treatment & Supply – Administration**

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**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 2024 Water Treatment and Supply Administration budget is \$798,372, an increase of \$76,179 or 10.5% above the prior year's appropriation. There are no increases in the budgeted positions in 2024.

**Payroll: Increase of \$71,179 or 10.4% above the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Overtime Pay* is anticipated to increase to align with anticipated spend for 2024.

**Operations: Increase of \$5,000 or 13.1% above the prior year's appropriation.**

- *Seminars & Conventions* are increasing based on participation costs.
- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Outside Services* are increasing due to expenditures required for 2024 dam inspections.



# Operating Budget Expenditures

2210010010

## COO – Water Treatment & Supply – Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	513,636	680,818	733,497	52,679	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	1,500	1,500	20,000	18,500	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Help	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,725	1,775	1,775	-	
	<b>Total Payroll</b>	<b>516,861</b>	<b>684,093</b>	<b>755,272</b>	<b>71,179</b>	<b>10.4%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	1,000	1,200	3,000	1,800	
511020	Mileage Allowance	200	-	-	-	
511100	Seminars & Conventions	6,000	7,500	8,000	500	
511120	Meeting Expenses	700	700	700	-	
511210	Books & Periodicals	500	500	-	(500)	
511220	Dues & Memberships	1,800	1,800	1,800	-	
512080	Outside Services	15,000	17,000	20,000	3,000	
512310	Permits	2,400	2,400	2,500	100	
513010	Office Supplies	7,000	7,000	7,000	-	
511070	Employee Reimbursement	-	-	100	100	
	<b>Total Operations</b>	<b>34,600</b>	<b>38,100</b>	<b>43,100</b>	<b>5,000</b>	<b>13.1%</b>
	<b>Total Expenditure Classification</b>	<b>551,461</b>	<b>722,193</b>	<b>798,372</b>	<b>76,179</b>	<b>10.5%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	551,461	722,193	798,372	76,179	
	<b>Total Funding Allocation</b>	<b>551,461</b>	<b>722,193</b>	<b>798,372</b>	<b>76,179</b>	<b>10.5%</b>
	<b><u>Authorized Positions</u></b>					
	Administrative Assistant	1	1	1	-	
	Asst. Manager of WT	1	1	-	(1)	
	Manager of Water Treatment & Supply	1	1	2	1	
	WT Plant Superintendent	-	1	1	-	
	Senior Clerk	1	1	1	-	
	<b>Total Authorized Positions</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>-</b>	<b>0.0%</b>

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**COO – Water Treatment – West Hartford**

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**Description**

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

**Budget Commentary**

The West Hartford Water Treatment budget for 2024 is \$3,233,945. This is a decrease of \$96,427 or 2.9% below the prior year's appropriation. There is a decrease in the budgeted positions in 2024.

**Payroll: Decrease of \$119,127 or 10.9% below the prior year's appropriation.**

- *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 CIP (C1H04).
- *Longevity Pay* has increased due to a new contractual agreement for eligible employees

**Operations: Decrease of \$11,400 or 0.5% below the prior year's appropriation.**

- *Outside Services* are expected to increase due to increase in minimum wage affecting rates for temporary workforce.
- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Electricity and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.

**Maintenance: Increase of \$34,100 or 35.6% above the prior year's appropriation.**

- There is an expected increase in expenditures for *Treatment Equipment* and *Facilities R&M* in 2024 based on planned maintenance and historical spending.

# Operating Budget Expenditures

2210020010

## COO – Water Treatment – West Hartford

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	1,029,782	929,922	789,907	(140,015)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	100,000	100,000	110,928	10,928	
501050	Overtime 200%	35,000	35,000	40,000	5,000	
501020	Temporary Pay	-	-	1,500	1,500	
501060	Standby & Premium Pay	25,300	25,300	26,300	1,000	
501070	Longevity Pay	2,250	2,250	4,710	2,460	
	<b>Total Payroll</b>	<b>1,192,332</b>	<b>1,092,472</b>	<b>973,345</b>	<b>(119,127)</b>	<b>-10.9%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	7,500	7,500	15,500	8,000	
511030	Meals Allowance	500	500	-	(500)	
512080	Outside Services	305,000	315,000	330,000	15,000	
512410	Refuse Collection & Disposal	6,300	6,800	9,000	2,200	
513020	Janitorial Supplies	1,000	1,000	1,000	-	
513120	Safety Supplies	2,000	1,000	1,500	500	
513140	Electrical Supplies	2,000	1,000	-	(1,000)	
513160	Chemical/Oil Spill Supplies	1,000	1,000	-	(1,000)	
513170	Bedwash Supplies	30,000	30,000	30,000	-	
513400	Small Tools & Equipment	3,500	3,500	3,500	-	
513690	Materials From Stock	10,000	7,500	8,000	500	
513710	Fuel	75,000	75,000	77,000	2,000	
513720	Diesel Fuel	1,500	2,800	-	(2,800)	
514010	Electricity	276,000	286,000	225,000	(61,000)	
515020	Sodium Hydroxide	317,000	476,600	411,500	(65,100)	
515050	Hydrofluosilicic Acid	94,800	125,500	132,400	6,900	
515060	Sodium Hypochlorite	169,000	318,500	278,000	(40,500)	
515100	Orthophosphate	227,700	482,800	608,200	125,400	
	<b>Total Operations</b>	<b>1,529,800</b>	<b>2,142,000</b>	<b>2,130,600</b>	<b>(11,400)</b>	<b>-0.5%</b>
	<b><u>Maintenance</u></b>					
521020	Safety Equipment	500	500	-	(500)	
521070	Pump Station Equipment	1,500	1,500	-	(1,500)	
521080	Tool & Work Equipment	4,000	4,000	-	(4,000)	
521100	Treatment Equipment	79,900	79,900	100,000	20,100	
522010	Facilities R&M	10,000	10,000	30,000	20,000	
	<b>Total Maintenance</b>	<b>95,900</b>	<b>95,900</b>	<b>130,000</b>	<b>34,100</b>	<b>35.6%</b>
	<b>Total Expenditure Classification</b>	<b>2,818,032</b>	<b>3,330,372</b>	<b>3,233,945</b>	<b>(96,427)</b>	<b>-2.9%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	2,818,032	3,330,372	3,233,945	(96,427)	
	<b>Total Funding Allocation</b>	<b>2,818,032</b>	<b>3,330,372</b>	<b>3,233,945</b>	<b>(96,427)</b>	<b>-2.9%</b>

**Operating Budget Expenditures****2210020010****COO – Water Treatment – West Hartford**

	<b>2022 Adopted</b>	<b>2023 Adopted</b>	<b>2024 Proposed</b>	<b>Change</b>	<b>% Change</b>
<b>Authorized Positions</b>					
Water Treatment Plant Crew Leader	4	4	4	-	
Water Treatment Plant Operator	1	-	1	1	
Water Treatment Plant Operator 1	3	2	1	(1)	
Water Treatment Plant Shift Supv.	2	2	1	(1)	
Water Treatment Plant Ops Supv.	1	1	1	-	
<b>Total Authorized Positions</b>	<b>11</b>	<b>9</b>	<b>8</b>	<b>(1)</b>	<b>-11.1%</b>

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**COO – Water Treatment – Bloomfield**

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**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 2024 budget for Bloomfield Water Treatment totals \$1,904,429, an increase of \$115,828 or a 6.5% above the prior year's appropriation. There are increases in the budgeted positions in 2024.

**Payroll: Increase of \$119,728 or 18.0% above the prior year's appropriation.**

- *Regular Pay* increases by increments, cost-of-living increases for eligible employees with a new additional position of WT Plant Operations Supervisor.
- *Longevity Pay* has increased due to a new contractual agreement for eligible employees.

**Operations: Increase of \$1,100 or 0.1% above the prior year's appropriation.**

- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Electricity and Fuel* are decreasing due revision of rate which were previously higher due to market increases.
- *Chemicals* are increasing based on historically higher spending.

**Maintenance: Decrease of \$5,000 or 3.6% below the prior year's appropriation.**

- *Facilities R&M* are decreasing based on historically lower spending.

# Operating Budget Expenditures

2210020020

## COO – Water Treatment – Bloomfield

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	543,693	565,201	657,979	92,778	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	52,000	52,000	67,000	15,000	
501050	Overtime 200%	31,000	31,000	41,000	10,000	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	18,000	18,000	18,700	700	
501070	Longevity Pay	-	-	1,250	1,250	
	<b>Total Payroll</b>	<b>644,693</b>	<b>666,201</b>	<b>785,929</b>	<b>119,728</b>	<b>18.0%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	4,500	4,700	9,000	4,300	
511030	Meals Allowance	200	200	-	(200)	
512080	Outside Services	24,000	24,000	22,000	(2,000)	
512410	Refuse Collection & Disposal	4,700	5,500	6,000	500	
513020	Janitorial Supplies	1,500	1,000	500	(500)	
513400	Small Tools & Equipment	800	800	800	-	
513690	Materials From Stock	6,000	6,000	6,000	-	
513710	Fuel	33,800	67,000	44,000	(23,000)	
514010	Electricity	180,000	200,000	135,500	(64,500)	
515010	Aluminum Sulfate	77,000	112,000	144,600	32,600	
515020	Sodium Hydroxide	84,000	119,100	120,100	1,000	
515030	Chlorine	5,200	-	-	-	
515050	Hydrofluosilicic Acid	38,000	50,200	52,000	1,800	
515060	Sodium Hypochlorite	56,000	106,100	107,700	1,600	
515090	Powdered Carbon	77,000	125,100	94,700	(30,400)	
515100	Orthophosphate	84,000	163,300	243,200	79,900	
	<b>Total Operations</b>	<b>676,700</b>	<b>985,000</b>	<b>986,100</b>	<b>1,100</b>	<b>0.1%</b>
	<b><u>Maintenance</u></b>					
521020	Safety Equipment	2,400	2,400	2,400	-	
521100	Treatment Equipment	85,000	85,000	85,000	-	
522010	Facilities R&M	28,000	50,000	45,000	(5,000)	
	<b>Total Maintenance</b>	<b>115,400</b>	<b>137,400</b>	<b>132,400</b>	<b>(5,000)</b>	<b>-3.6%</b>
	<b>Total Expenditure Classification</b>	<b>1,436,793</b>	<b>1,788,601</b>	<b>1,904,429</b>	<b>115,828</b>	<b>6.5%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	1,436,793	1,788,601	1,904,429	115,828	
	<b>Total Funding Allocation</b>	<b>1,436,793</b>	<b>1,788,601</b>	<b>1,904,429</b>	<b>115,828</b>	<b>6.5%</b>
	<b><u>Authorized Positions</u></b>					
	Certified WT CL	-	1	1	-	
	WT Plant Crew Leader	2	2	2	-	
	WT Plant Operations Supervisor	1	-	1	1	
	WT Plant Operator 1	3	3	3	-	
	<b>Total Authorized Positions</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>1</b>	<b>16.7%</b>

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**COO – Water Treatment – Facilities & Grounds Maintenance**

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**Description**

The Water Treatment Facilities & Grounds Maintenance sub-activity is responsible for the lands adjacent to the watershed areas (including roads and grounds) associated with the series of reservoirs in West Hartford and Bloomfield.

**Budget Commentary**

The Water Treatment Facilities & Grounds Maintenance budget for 2024 is \$957,304, an increase of \$90,435 or a 10.4% above the prior year's appropriation. There are increases in the budgeted positions in 2024.

**Payroll: Increase of \$81,385 or 10.5% above the prior year's appropriation.**

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees with an addition of one Facilities Maintainer and two WT Plant Operators, replacing a Water Supply Maintainer 2.
- *Longevity Pay* has increased due to a new contractual agreement for eligible employees.

**Operations: Increase of \$11,900 or 26.4% above the prior year's appropriation.**

- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Outside Services* are increasing based on historically higher spending.

**Maintenance: Decrease of \$2,850 or 5.9% below the prior year's appropriation.**

- *Service Roads R&M* costs are decreasing based on historically lower spending.



# Operating Budget Expenditures

2210020030

## COO – Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><i>Payroll</i></u>					
501010	Regular Pay	668,622	715,169	765,790	50,621	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	30,000	35,000	63,074	28,074	
501050	Overtime 200%	18,000	23,000	23,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	500	500	500	-	
501070	Longevity Pay	-	-	2,690	2,690	
	<i>Total Payroll</i>	717,122	773,669	855,054	81,385	10.5%
	<u><i>Operations</i></u>					
511010	Clothing Allowance	2,800	2,800	12,000	9,200	
511030	Meals Allowance	300	300	-	(300)	
512080	Outside Services	22,000	22,000	25,000	3,000	
513400	Small Tools & Equipment	3,000	3,000	3,000	-	
513430	Rock Sand & Dirt	16,569	17,000	17,000	-	
	<i>Total Operations</i>	44,669	45,100	57,000	11,900	26.4%
	<u><i>Maintenance</i></u>					
521010	Land Equipment	15,000	15,000	15,000	-	
521020	Safety Equipment	600	600	750	150	
521080	Tool & Work Equipment	2,500	2,500	2,500	-	
522010	Facilities R&M	10,000	10,000	10,000	-	
522110	Reservoir R&M	12,000	12,000	12,000	-	
522120	Service Roads R&M	8,000	8,000	5,000	(3,000)	
	<i>Total Maintenance</i>	48,100	48,100	45,250	(2,850)	-5.9%
	<i>Total Expenditure Classification</i>	809,891	866,869	957,304	90,435	10.4%
	<u><i>Funding Allocation</i></u>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	809,891	866,869	957,304	90,435	
	<i>Total Funding Allocation</i>	809,891	866,869	957,304	90,435	10.4%
	<u><i>Authorized Positions</i></u>					
	Facilities Maintainer 2	-	2	2	-	
	Facilities Maintainer 1	5	3	4	1	
	Facilities Maintainer Crew Leader	1	1	1	-	
	Sr Water Supply Maintenance Supv.	1	1	1	-	
	WT Plant Operator	-	-	-	-	
	Water Supply Maintainer 2	1	1	-	(1)	
	<i>Total Authorized Positions</i>	8	8	8	-	0.0%

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**COO – Water Treatment – Collinsville**

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**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 2024 budget for Water Treatment, Collinsville is \$198,200, a decrease of \$38,400 or 16.2% below the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Decrease of \$38,400 or 17.7% below the prior year's appropriation.**

- *Electricity, Fuel and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.

**Maintenance: Remains unchanged at \$0 or 0.0%.**

- No changes are anticipated for the coming year.

# Operating Budget Expenditures

2210020040

## COO – Water Treatment – Collinsville

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	-	-	-	-	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<b>Total Payroll</b>	-	-	-	-	0.0%
	<b><u>Operations</u></b>					
512080	Outside Services	2,000	4,000	3,500	(500)	
512410	Refuse Collection & Disposal	1,300	1,500	1,500	-	
512430	Sludge Removal	6,000	6,000	6,000	-	
513400	Small Tools & Equipment	500	500	-	(500)	
513690	Materials From Stock	6,000	6,000	6,000	-	
513710	Fuel	14,400	33,000	20,000	(13,000)	
514010	Electricity	86,400	86,400	68,000	(18,400)	
515010	Aluminum Sulfate	3,600	5,600	8,900	3,300	
515030	Chlorine	9,500	49,000	39,800	(9,200)	
515100	Orthophosphate	6,000	6,600	16,000	9,400	
515140	Water Treatment Chemicals	13,300	18,000	8,500	(9,500)	
	<b>Total Operations</b>	149,000	216,600	178,200	(38,400)	-17.7%
	<b><u>Maintenance</u></b>					
521100	Treatment Equipment	18,500	18,500	18,500	-	
522010	Facilities R&M	1,500	1,500	1,500	-	
	<b>Total Maintenance</b>	20,000	20,000	20,000	-	0.0%
	<b>Total Expenditure Classification</b>	169,000	236,600	198,200	(38,400)	-16.2%
	<b>Funding Allocation</b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	169,000	236,600	198,200	(38,400)	
	<b>Total Funding Allocation</b>	169,000	236,600	198,200	(38,400)	-16.2%

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**COO – Watershed Management**

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**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 2024 budget totals \$338,587, a decrease of \$12,838 or 3.7% below the prior year's appropriation. There are no changes in the budgeted positions in 2024.

**Payroll: Decrease of \$10,438 or 4.0% below the prior year's appropriation.**

- *Regular Pay and Overtime* includes increments, cost-of-living increases for eligible employees, offset by the current positions being filled with employees at a lower rate.

**Operations: Decrease of \$500 or 0.6% below the prior year's appropriation.**

- There is an anticipated decrease for *Chemical/Oil Spill Supplies*, while offset by an increase in *Licenses & Registration* and *Printing* based on historical spending.

**Maintenance: Decrease of \$1,900 or 17.3% below the prior year's appropriation.**

- *Land Equipment* is anticipated to decrease to align with anticipated spend for 2024.

# Operating Budget Expenditures

2210030010

## COO – Watershed Management

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	115,405	251,850	241,312	(10,538)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	1,000	-	-	-	
501050	Overtime 200%	1,000	-	-	-	
501020	Temporary Pay	10,000	10,000	10,000	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	250	275	375	100	
	<b>Total Payroll</b>	<b>127,655</b>	<b>262,125</b>	<b>251,687</b>	<b>(10,438)</b>	<b>-4.0%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	3,000	2,500	2,000	(500)	
512080	Outside Services	42,000	42,000	42,000	-	
512350	Ground Care	15,000	25,000	25,000	-	
512840	Licenses & Registration	600	600	1,200	600	
513160	Chemical/Oil Spill Supplies	2,500	2,500	1,100	(1,400)	
513400	Small Tools & Equipment	6,000	5,000	5,000	-	
519100	Printing	1,000	700	1,500	800	
	<b>Total Operations</b>	<b>70,100</b>	<b>78,300</b>	<b>77,800</b>	<b>(500)</b>	<b>-0.6%</b>
	<b><u>Maintenance</u></b>					
521010	Land Equipment	20,000	8,000	6,100	(1,900)	
521080	Tool & Work Equipment	3,000	3,000	3,000	-	
	<b>Total Maintenance</b>	<b>23,000</b>	<b>11,000</b>	<b>9,100</b>	<b>(1,900)</b>	<b>-17.3%</b>
	<b>Total Expenditure Classification</b>	<b>220,755</b>	<b>351,425</b>	<b>338,587</b>	<b>(12,838)</b>	<b>-3.7%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	220,755	351,425	338,587	(12,838)	
	<b>Total Funding Allocation</b>	<b>220,755</b>	<b>351,425</b>	<b>338,587</b>	<b>(12,838)</b>	<b>-3.7%</b>
	<b><u>Authorized Positions</u></b>					
	Forester	1	1	1	-	
	Natural Resources Administrator	-	1	1	-	
	<b>Total Authorized Positions</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>0.0%</b>

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**COO – Reservoir Operations & Maintenance**

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**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 2024 proposed Reservoir Operations and Maintenance budget of \$1,762,659 is decreasing by \$203,264 or 10.3% below the prior year's appropriation. There are decreases in the budgeted positions in 2024.

**Payroll: Decrease of \$76,264 or 7.2% below the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by a decrease in headcount by eliminating *Water Supply Maintainer 2*.
- *Longevity Pay* has increased due to a new contractual agreement for eligible employees.

**Operations: Decrease of \$104,000 or 15.7% below the prior year's appropriation.**

- *Clothing Allowance* is increasing due to new contractual agreement for eligible employees.
- *Electricity, Fuel and Chemicals* are decreasing due revision of rate which were previously higher due to market increases and new contracts being awarded.

**Maintenance: Decrease of \$23,000 or 9.3% below the prior year's appropriation.**

- *Land Equipment, Tool & Work Equipment and Reservoir R&M* are anticipated to decrease based on historical spend.

# Operating Budget Expenditures

2210030020

## COO – Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><b>Payroll</b></u>					
501010	Regular Pay	1,061,197	940,498	862,105	(78,393)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	70,000	60,000	60,134	134	
501050	Overtime 200%	50,000	40,000	40,000	-	
501020	Temporary Pay	15,000	15,000	15,000	-	
501060	Standby & Premium Pay	500	500	500	-	
501070	Longevity Pay	825	825	2,820	1,995	
	<b>Total Payroll</b>	<b>1,197,522</b>	<b>1,056,823</b>	<b>980,559</b>	<b>(76,264)</b>	<b>-7.2%</b>
	<u><b>Operations</b></u>					
511010	Clothing Allowance	11,000	10,000	14,600	4,600	
511030	Meals Allowance	300	300	-	(300)	
512050	Custodial Services	19,000	19,500	18,000	(1,500)	
512080	Outside Services	75,000	65,000	65,000	-	
512310	Permits	500	300	-	(300)	
512390	Riparian	250,000	275,000	275,000	-	
512410	Refuse Collection & Disposal	3,000	3,000	4,500	1,500	
512440	Septic Tank Pumping	3,000	2,000	-	(2,000)	
513690	Materials From Stock	5,000	5,000	4,000	(1,000)	
513710	Fuel	87,500	120,000	70,000	(50,000)	
514010	Electricity	126,000	130,000	85,000	(45,000)	
515310	Fertilizer & Weed Control Chemicals	18,000	15,000	10,000	(5,000)	
523140	Other Equipment Rental	15,000	17,000	12,000	(5,000)	
	<b>Total Operations</b>	<b>613,300</b>	<b>662,100</b>	<b>558,100</b>	<b>(104,000)</b>	<b>-15.7%</b>
	<u><b>Maintenance</b></u>					
521010	Land Equipment	30,000	25,000	20,000	(5,000)	
521080	Tool & Work Equipment	43,000	33,000	25,000	(8,000)	
521170	Mains & Manholes Equipment	8,000	8,000	8,000	-	
521180	Fire Equipment	3,000	3,000	3,000	-	
522010	Facilities R&M	48,000	48,000	48,000	-	
522110	Reservoir R&M	80,000	80,000	70,000	(10,000)	
522120	Service Roads R&M	35,000	50,000	50,000	-	
	<b>Total Maintenance</b>	<b>247,000</b>	<b>247,000</b>	<b>224,000</b>	<b>(23,000)</b>	<b>-9.3%</b>
	<b>Total Expenditure Classification</b>	<b>2,057,822</b>	<b>1,965,923</b>	<b>1,762,659</b>	<b>(203,264)</b>	<b>-10.3%</b>
	<u><b>Funding Allocation</b></u>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	2,057,822	1,965,923	1,762,659	(203,264)	
	<b>Total Funding Allocation</b>	<b>2,057,822</b>	<b>1,965,923</b>	<b>1,762,659</b>	<b>(203,264)</b>	<b>-10.3%</b>

**Operating Budget Expenditures****2210030020****COO – Reservoir Operations & Maintenance**

	2022 Adopted	2023 Adopted	2024 Proposed	Change	% Change
<b>Authorized Positions</b>					
Facility Maintenance Crew Leader	1	1	1	-	
Facility Maintainer 1	5	2	4	2	
Facility Maintainer 2	3	4	2	(2)	
Hydroelectric Plant Supervisor	1	1	1	-	
Water Supply Maintainer 2	1	1	-	(1)	
Sr Water Supply Maintenance Supv.	1	1	1	-	
<b>Total Authorized Positions</b>	13	10	9	(1)	-10.0%



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**COO – 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 2024 Recreation budget of \$26,000 is decreasing by \$4,400 or 14.5% below the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Payroll: Remains unchanged at \$0 or 0.0%.**

- No changes are anticipated in 2024.

**Operations: Decrease of \$4,400 or 21.6% below the prior year's appropriation.**

- *Septic Tank Pumping* and *Tools* are decreasing based on historical spending.

**Maintenance: Remains unchanged at \$0 or 0.0%.**

- The budget is unchanged for 2024.

# Operating Budget Expenditures

2210030030

## COO – Recreation

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	-	-	-	-	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<b>Total Payroll</b>	-	-	-	-	0.0%
	<b><u>Operations</u></b>					
512260	Agency Hire	3,500	3,500	3,500	-	
512440	Septic Tank Pumping	3,000	2,000	-	(2,000)	
513130	Recreation & Field Supplies	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	7,500	7,500	7,500	-	
	<b>Total Operations</b>	24,400	20,400	16,000	(4,400)	-21.6%
	<b><u>Maintenance</u></b>					
521010	Land Equipment	7,500	5,000	5,000	-	
522010	Facilities R&M	5,500	5,000	5,000	-	
	<b>Total Maintenance</b>	13,000	10,000	10,000	-	0.0%
	<b>Total Expenditure Classification</b>	37,400	30,400	26,000	(4,400)	-14.5%
	<b><u>Funding Allocations</u></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	37,400	30,400	26,000	(4,400)	
	<b>Total Funding Allocation</b>	37,400	30,400	26,000	(4,400)	-14.5%

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# Patrol

Administration  
Recreation



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# Operating Budget Expenditures

## COO – Patrol Budget 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 2024 budget for the Patrol Administration and Recreation is \$1,336,903, a decreased of \$116,739 or 8.0% below the prior year's appropriation. Budget details regarding the activity and departments are provided on succeeding pages. An authorized position was transferred to the Command Center -Administration (2320010010).

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Administration	1,184,957	1,184,642	1,073,653	(110,989)	
Recreation	286,000	269,000	263,250	(5,750)	
<b>Total Patrol</b>	<b>1,470,957</b>	<b>1,453,642</b>	<b>1,336,903</b>	<b>(116,739)</b>	<b>-8.0%</b>
<b><u>Summary by Major Account</u></b>					
Payroll					
Regular Pay	823,107	768,992	707,928	(61,064)	
Overtime 100%	10,000	-	-	-	
Overtime 150%	12,000	17,000	15,000	(2,000)	
Overtime	18,000	23,000	15,000	(8,000)	
Temporary Help	-	11,000	-	(11,000)	
Standby & Premium Pay	10,000	10,000	10,400	400	
Longevity Pay	1,150	1,200	2,175	975	
<b>Total Payroll</b>	<b>874,257</b>	<b>831,192</b>	<b>750,503</b>	<b>(80,689)</b>	<b>-9.7%</b>
Operations	596,200	621,950	586,400	(35,550)	-5.7%
Maintenance	500	500	-	(500)	-100.0%
<b>Total Summary by Major Account</b>	<b>1,470,957</b>	<b>1,453,642</b>	<b>1,336,903</b>	<b>(116,739)</b>	<b>-8.0%</b>

### Funding Allocations

Sewer Allocation 0%	-	-	-	-	
Water Allocation 100%	1,470,957	1,453,642	1,336,903	(116,739)	
<b>Total Funding Allocation</b>	<b>1,470,957</b>	<b>1,453,642</b>	<b>1,336,903</b>	<b>(116,739)</b>	<b>-8.0%</b>

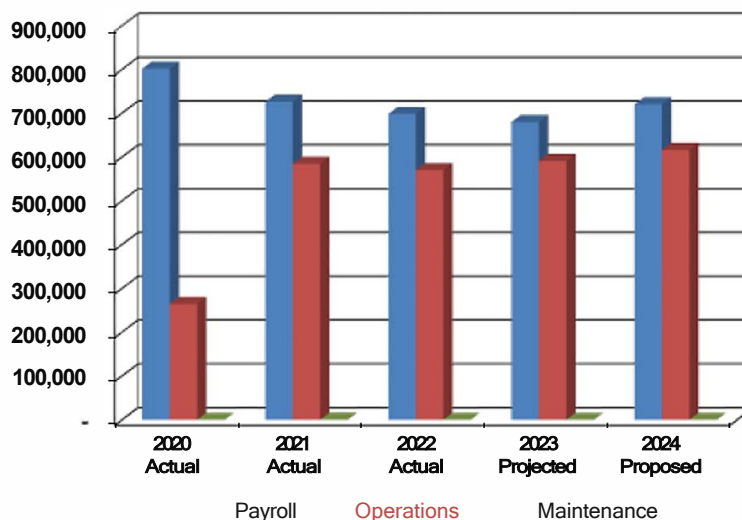
### Authorized Positions

Administration	8	7	6	(1)	
Recreation	-	-	-	-	
<b>Total Positions</b>	<b>8</b>	<b>7</b>	<b>6</b>	<b>(1)</b>	<b>-14.3%</b>

# Operating Budget Expenditures

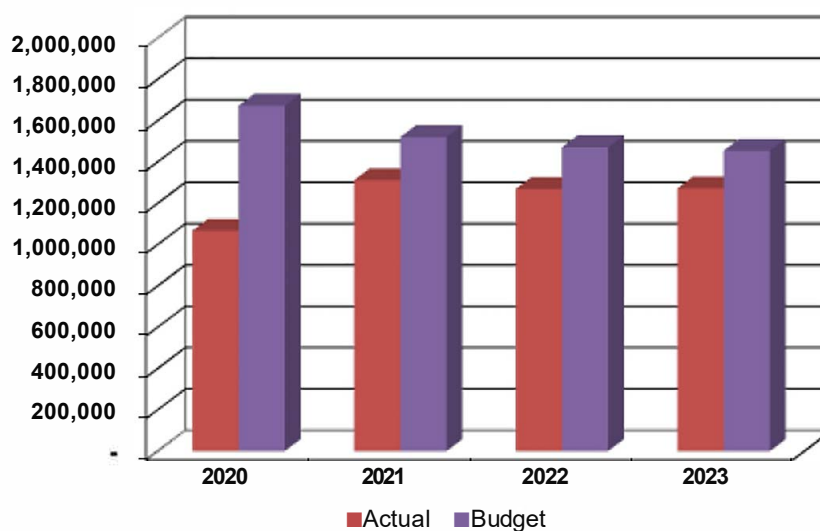
## COO - Patrol Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	802,057	726,533	698,566	680,093	720,503
Operations	264,553	584,674	570,181	591,419	616,400
Maintenance	-	325	-	-	-
<b>Total</b>	<b>1,066,610</b>	<b>1,311,532</b>	<b>1,268,747</b>	<b>1,271,512</b>	<b>1,336,903</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	1,672,100	1,519,200	1,470,957	1,453,642
Actual	1,066,610	1,311,532	1,268,747	1,271,512
Variance	605,490	207,668	202,210	182,130



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**COO – Patrol Administration**

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**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 Patrol Administration budget for 2024 is \$1,073,653 which is \$110,989 or 9.4% below the prior year's appropriation. There is a decrease in the budgeted positions in 2024.

**Payroll: Decrease of \$80,689 or 9.7% below the prior year's appropriation.**

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by a reduction in headcount, reduction in *Temporary Pay* and *Overtime*. This position was transferred to the Command Center-Administration (2320010010).
- *Longevity Pay* has increased due to a new contractual agreement for eligible employees

**Operations: Decrease of \$29,800 or 8.4% below the prior year's appropriation.**

- *Security Services* will be increasing due to the 2024 estimates set by our vendors offset by a reduction of *Dues & Memberships, Consultant Services, Outside Services, Office Supplies, Communication Equipment & Supp., Safety Supplies, Safety Equipment*.

**Maintenance: Decrease of \$500 or 100% below the prior year's appropriation.**

- *Office Furniture Equipment* is expected to decrease 100% to align with anticipated spend for 2024.

# Operating Budget Expenditures

2340010010

## COO – Patrol Administration

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Payroll</u></b>					
501010	Regular Pay	823,107	768,992	707,928	(61,064)	
501030	Overtime 100%	10,000	-	-	-	
501040	Overtime 150%	12,000	17,000	15,000	(2,000)	
501050	Overtime 200%	18,000	23,000	15,000	(8,000)	
501020	Temporary Pay	-	11,000	-	(11,000)	
501060	Standby & Premium Pay	10,000	10,000	10,400	400	
501070	Longevity Pay	1,150	1,200	2,175	975	
	<b>Total Payroll</b>	<b>874,257</b>	<b>831,192</b>	<b>750,503</b>	<b>(80,689)</b>	<b>-9.7%</b>
	<b><u>Operations</u></b>					
511010	Clothing Allowance	10,000	10,000	7,000	(3,000)	
511030	Meals Allowance	300	300	-	(300)	
511100	Seminars & Conventions	500	500	500	-	
511120	Meeting Expenses	500	500	500	-	
511210	Books & Periodicals	300	300	300	-	
511220	Dues & Memberships	6,000	6,000	5,000	(1,000)	
512070	Consultant Services	-	16,000	8,000	(8,000)	
512080	Outside Services	20,000	20,000	12,000	(8,000)	
512090	Security Services	245,000	252,350	265,000	12,650	
513010	Office Supplies	5,000	5,000	2,500	(2,500)	
513080	Communication Equipment & Supp.	20,000	20,000	11,000	(9,000)	
513120	Safety Supplies	1,000	1,000	-	(1,000)	
513130	Recreation & Field Supplies	300	300	1,000	700	
513820	Tools	700	700	350	(350)	
521020	Safety Equipment	600	20,000	10,000	(10,000)	
	<b>Total Operations</b>	<b>310,200</b>	<b>352,950</b>	<b>323,150</b>	<b>(29,800)</b>	<b>-8.4%</b>
	<b><u>Maintenance</u></b>					
521050	Office Furniture Equipment	500	500	-	(500)	
	<b>Total Maintenance</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>(500)</b>	<b>-100.0%</b>
	<b>Total Expenditure Classification</b>	<b>1,184,957</b>	<b>1,184,642</b>	<b>1,073,653</b>	<b>(110,989)</b>	<b>-9.4%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	1,184,957	1,184,642	1,073,653	(110,989)	
	<b>Total Funding Allocation</b>	<b>1,184,957</b>	<b>1,184,642</b>	<b>1,073,653</b>	<b>(110,989)</b>	<b>-9.4%</b>
	<b><u>Authorized Positions</u></b>					
	Conservation Ranger	3	3	3	-	
	District Patrol Commander	1	1	1	-	
	District Patrol Officer	4	3	2	(1)	
	<b>Total Authorized Positions</b>	<b>8</b>	<b>7</b>	<b>6</b>	<b>(1)</b>	<b>-14.3%</b>

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**COO – Patrol Recreation**

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**Description**

The Recreation unit is responsible for the supervision of swimming, boating and traffic control at Lake McDonough during the summer recreation season. Specific responsibilities include: lifeguard duties, ticket sales, boat rentals and launching, record keeping, radio communication, report writing, assisting in the upkeep of the area, and supervision of parking. The Recreation unit works closely with Water Supply and Patrol –Administration to provide safe and enjoyable recreational activities at Lake McDonough.

**Budget Commentary**

The Recreation budget for 2024 totals \$263,250 which is \$5,750 or 2.1% below the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Decrease of \$5,750 or 2.1% below the prior year's appropriation.**

- *Clothing Allowance, Communication Equipment & Supp., Safety Supplies and Recreating & Field Supplies* are all decreasing based on historical spending.

# Operating Budget Expenditures

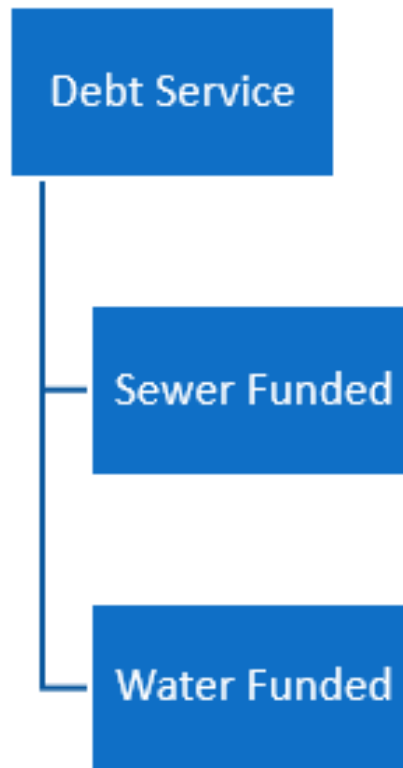
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## COO – Patrol Recreation

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><i>Payroll</i></b>					
501010	Regular Pay	-	-	-	-	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<b><i>Total Payroll</i></b>	-	-	-	-	0.0%
	<b><i>Operations</i></b>					
511010	Clothing Allowance	2,500	2,500	750	(1,750)	
512080	Outside Services	157,000	-	-	-	
512090	Security Services	120,000	120,000	120,000	-	
512260	Agency Hire	-	140,000	140,000	-	
513080	Communication Equipment & Supp.	2,500	2,500	500	(2,000)	
513120	Safety Supplies	1,500	1,500	500	(1,000)	
513130	Recreation & Field Supplies	2,500	2,500	1,500	(1,000)	
	<b><i>Total Operations</i></b>	286,000	269,000	263,250	(5,750)	-2.1%
	<b><i>Total Expenditure Classification</i></b>	286,000	269,000	263,250	(5,750)	-2.1%
	<b><i>Funding Allocations</i></b>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	286,000	269,000	263,250	(5,750)	
	<b><i>Total Funding Allocation</i></b>	286,000	269,000	263,250	(5,750)	-2.1%

# Debt Service

Sewer Funded  
Water Funded



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# Operating Budget Expenditures

7000010010

## Debt Service Budget Summary

### Description

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

### Budget Commentary

The Debt Service budget for 2024 is \$82,338,486. This is an increase of \$7,911,085 or 10.6% above the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Increase of \$7,911,085 or 10.6% above the prior year's appropriation.**

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

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Operations</u></b>						
512020	Legal Services	408,700	200,000	115,000	(85,000)	
517120	Int & Note Issue Expense	359,600	548,556	698,620	150,064	
517060	Water Bond Principal	20,575,300	24,104,038	25,423,236	1,319,198	
517090	Water Interest on Bonds	12,995,700	13,726,928	14,785,408	1,058,480	
540020	Sewer Bond Principal	20,785,400	20,892,616	25,341,886	4,449,270	
540030	Sewer Interest on Bonds	13,892,100	14,955,263	15,974,336	1,019,073	
	<b>Total Expenditure Classification</b>	<b>69,016,800</b>	<b>74,427,401</b>	<b>82,338,486</b>	<b>7,911,085</b>	<b>10.6%</b>
<b><u>Funding Allocation</u></b>						
	Sewer Allocation	35,117,500	36,248,080	41,919,835	5,671,755	
	Water Allocation	33,899,300	38,179,321	40,418,651	2,239,330	
	<b>Total Funding Allocation</b>	<b>69,016,800</b>	<b>74,427,401</b>	<b>82,338,486</b>	<b>7,911,085</b>	<b>10.6%</b>

# Operating Budget Expenditures

7000010010

## Debt Service Budget Summary

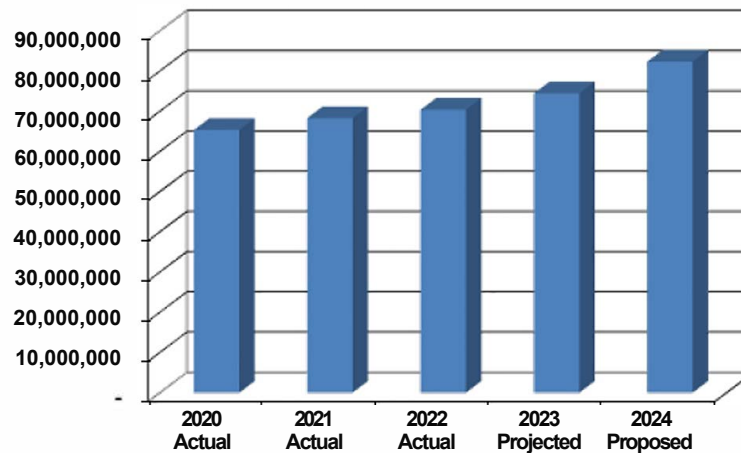
Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Operations</u></b>					
512020	Legal Services	326,518	270,572	49,313	200,000
517120	Int & Note Issue Expense	1,347,600	1,729,528	20,025	548,556
517060	Water Bond Principal	21,124,349	20,764,473	22,612,076	24,104,038
517090	Water Interest on Bonds	12,084,052	11,389,218	12,959,457	13,726,928
540020	Sewer Bond Principal	18,685,930	21,544,099	20,829,650	20,892,616
540030	Sewer Interest on Bonds	11,767,058	12,570,300	13,892,079	14,955,263
<b>Total Expenditure Classification</b>		<b>65,335,507</b>	<b>68,273,445</b>	<b>70,362,600</b>	<b>74,427,401</b>
<b><u>Funding Allocation</u></b>					
Sewer Allocation		32,039,166	36,090,300	34,772,147	36,248,080
Water Allocation		33,296,341	32,183,145	35,590,453	38,179,321
<b>Total Funding Allocation</b>		<b>65,335,507</b>	<b>68,273,445</b>	<b>70,362,600</b>	<b>74,427,401</b>



# Operating Budget Expenditures

## Debt Service Expenditure History

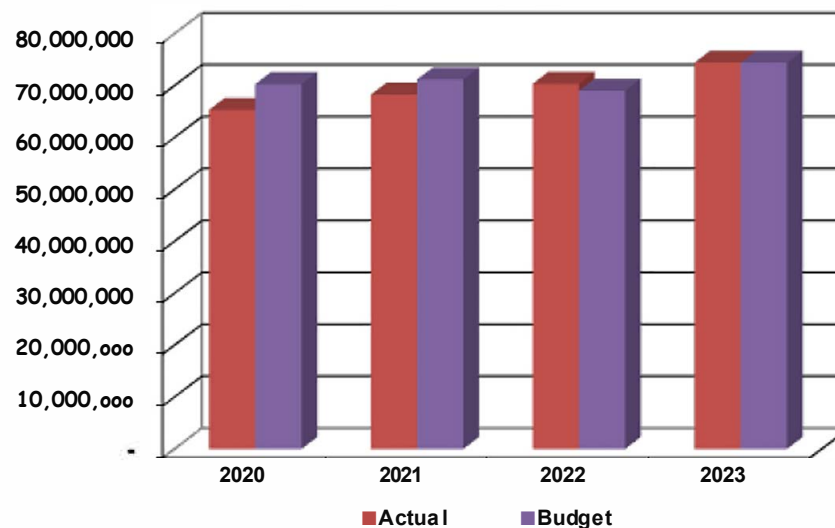
### Expenditures by Category



Operations

	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Operations	65,335,507	68,273,445	70,362,600	74,427,401	82,338,486
<b>Total</b>	65,335,507	68,273,445	70,362,600	74,427,401	82,338,486

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	70,293,800	71,204,300	69,016,800	74,427,401
Actual	65,335,507	68,273,445	70,362,600	74,427,401
Variance	4,958,293	2,930,855	(1,345,800)	-

# Operating Budget Expenditures

7000010010

## Debt Service - Sewer

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Operations</u>					
512020	Legal Services	251,000	100,000	75,000	(25,000)	
540020	Principal Bonds	20,785,400	20,892,616	25,341,886	4,449,270	
540030	Interest On Bonds	13,892,100	14,955,263	15,974,336	1,019,073	
517120	Int & Note Issue Expense	189,000	300,201	528,613	228,412	
	<b>Total Expenditure Classification</b>	<b>35,117,500</b>	<b>36,248,080</b>	<b>41,919,835</b>	<b>5,671,755</b>	<b>15.6%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 100%	35,117,500	36,248,080	41,919,835	5,671,755	
	Water Allocation 0%	-	-	-	-	
	<b>Total Funding Allocation</b>	<b>35,117,500</b>	<b>36,248,080</b>	<b>41,919,835</b>	<b>5,671,755</b>	<b>15.6%</b>

# Operating Budget Expenditures

7000010010

## Debt Service - Water

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Operations</u>					
512020	Legal Services	157,700	100,000	40,000	(60,000)	
517060	Principal Bonds	20,575,300	24,104,038	25,423,236	1,319,198	
517090	Interest On Bonds	12,995,700	13,726,928	14,785,408	1,058,480	
517120	Int & Note Issue Expense	170,600	248,355	170,007	(78,348)	
	<b>Total Expenditure Classification</b>	<b>33,899,300</b>	<b>38,179,321</b>	<b>40,418,651</b>	<b>2,239,330</b>	<b>5.9%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	33,899,300	38,179,321	40,418,651	2,239,330	
	<b>Total Funding Allocation</b>	<b>33,899,300</b>	<b>38,179,321</b>	<b>40,418,651</b>	<b>2,239,330</b>	<b>5.9%</b>

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# **Employee Benefits**

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# Operating Budget Expenditures

7100010010

## Employee Benefits Budget 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 2024 Employee Benefits budget totals \$25,816,868, decreasing by \$248,525 or 1.0% below the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Decrease of \$248,525 or 1.0% below the prior year's appropriation.**

- 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, OPEB Contribution, Medicare Part B, Social Security, Unemployment Compensation* and *Consultant Services* have increased based upon the actuarial and consultant reports and increased fees.

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Operations</u>					
503010	Medical Services	14,574,440	7,264,235	6,112,000	(1,152,235)	
503050	Medicare Part B	650,946	696,787	724,334	27,547	
503060	OPEB Trust Contribution	9,266,005	7,148,406	7,631,465	483,059	
503100	Pension Regular	7,917,064	7,872,627	8,108,120	235,493	
503110	Social Security	2,687,991	2,863,434	2,996,045	132,611	
503120	Unemployment Compensation	25,000	30,000	45,000	15,000	
503180	Retirement Payout Contribution	1,925,228	-	-	-	
512070	Consultant Services	170,000	190,000	200,000	10,000	
	<b>Total Expenditure Classification</b>	<b>37,216,674</b>	<b>26,065,489</b>	<b>25,816,964</b>	<b>(248,525)</b>	<b>-1.0%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 45%	16,747,500	11,729,500	11,617,633	(111,800)	
	Water Allocation 55%	20,469,174	14,335,989	14,199,331	(136,725)	
	<b>Total Funding Allocation</b>	<b>37,216,674</b>	<b>26,065,489</b>	<b>25,816,964</b>	<b>(248,525)</b>	<b>-1.0%</b>

# Operating Budget Expenditures

7100010010

## Employee Benefits Budget Summary

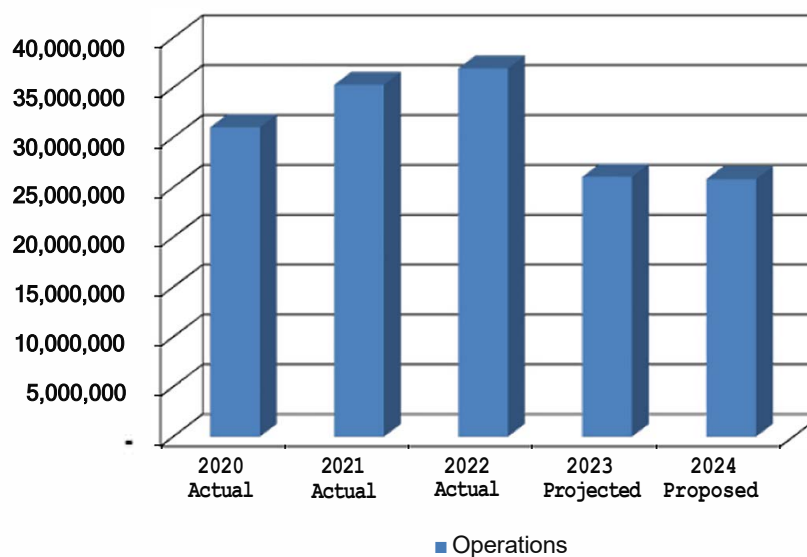
Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
	<b><u>Operations</u></b>				
503010	Medical Services	13,626,000	15,281,000	14,574,440	7,264,235
503050	Medicare Part B	606,602	588,648	596,208	696,787
503060	OPEB Trust Contribution	8,652,000	8,971,800	9,266,005	7,148,406
503100	Pension Regular	5,551,000	7,841,600	7,917,064	7,872,627
503110	Social Security	2,480,451	2,429,110	2,448,773	2,863,434
503120	Unemployment Compensation	21,377	20,273	18,064	30,000
503180	Retirement Payout Contribution	-	-	1,925,228	-
512070	Consultant Services	96,799	164,589	183,713	190,000
	<b>Total Expenditure Classification</b>	<b>31,034,229</b>	<b>35,297,020</b>	<b>36,929,495</b>	<b>26,065,489</b>
	<b><u>Funding Allocation</u></b>				
	Sewer Allocation 45%	13,965,400	15,883,700	16,618,300	11,729,500
	Water Allocation 55%	17,068,829	19,413,320	20,311,195	14,335,989
	<b>Total Funding Allocation</b>	<b>31,034,229</b>	<b>35,297,020</b>	<b>36,929,495</b>	<b>26,065,489</b>



# Operating Budget Expenditures

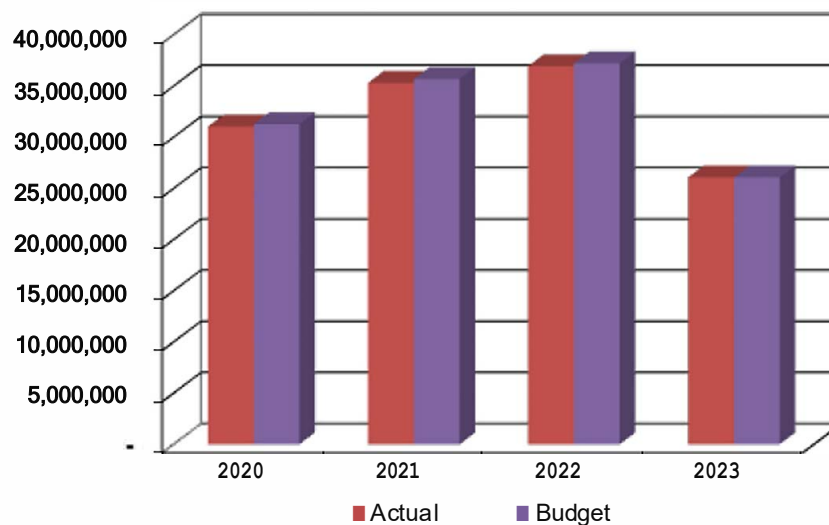
## Employee Benefits Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Operations	31,034,229	35,297,020	36,929,495	26,065,489	25,816,964
Total	31,034,229	35,297,020	36,929,495	26,065,489	25,816,964

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	31,278,000	35,676,700	37,216,674	26,065,489
Actual	31,034,229	35,297,020	36,929,495	26,065,489
Variance	243,771	379,680	287,179	-

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# **General Insurance**

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**General Insurance Budget Summary**

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**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 General Insurance budget for 2024 totals \$2,446,236, which is \$216,499 or 9.7% above the prior year's appropriation insurance policies including deductibles and self-insurance funding requirements.

**Operations: Increase of \$216,499 or 9.7% above the prior year's appropriation.**

- *General Insurance, General Property, Theft Liability, Fiduciary Liability, Auto Liability, Umbrella Liability, Workers Compensation Excess Coverage, Pollution Liability Insurance and Flood Insurance* have increased based upon new quotes provided by consultants, offset by a decrease in *Police Liability Insurance, Public Liability, Fidelity Bond, Commissioner Accident Insurance* and *Cyber Insurance*.

# Operating Budget Expenditures

7200010010

## General Insurance Budget Summary

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Operations</u></b>					
512080	Outside Services	119,000	119,000	119,000	-	
519320	General Insurance	237,060	245,343	271,714	26,371	
519330	General Property	519,876	569,713	651,000	81,287	
519340	Theft Liability	4,767	5,104	5,388	284	
519350	Police Liability Insurance	16,100	16,189	10,150	(6,039)	
519360	Fiduciary Liability	18,069	18,971	20,005	1,034	
519370	Auto Liability	117,361	127,000	131,105	4,105	
519380	Public Liability	132,814	154,522	146,967	(7,555)	
519390	Liability-Claims	4,000,000	-	-	-	
519400	Fidelity Bond	16,390	18,029	-	(18,029)	
519410	Umbrella Liability	658,815	524,922	565,749	40,827	
519420	Commissioner Accident Insurance	863	949	-	(949)	
519430	Workers Compensation Excess Coverage	119,931	120,123	126,524	6,401	
519450	Pollution Liability Insurance	88,000	124,428	189,103	64,675	
519470	Cyber Insurance	28,295	17,257	16,683	(574)	
519480	Flood Insurance	152,897	168,187	192,848	24,661	
	<b>Total Expenditure Classification</b>	<b>6,230,238</b>	<b>2,229,737</b>	<b>2,446,236</b>	<b>216,499</b>	<b>9.7%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 40%	2,492,100	891,900	978,494	86,600	
	Water Allocation 60%	3,738,138	1,337,837	1,467,742	129,899	
	<b>Total Funding Allocation</b>	<b>6,230,238</b>	<b>2,229,737</b>	<b>2,446,236</b>	<b>216,499</b>	<b>9.7%</b>

# Operating Budget Expenditures

7200010010

## General Insurance Budget Summary

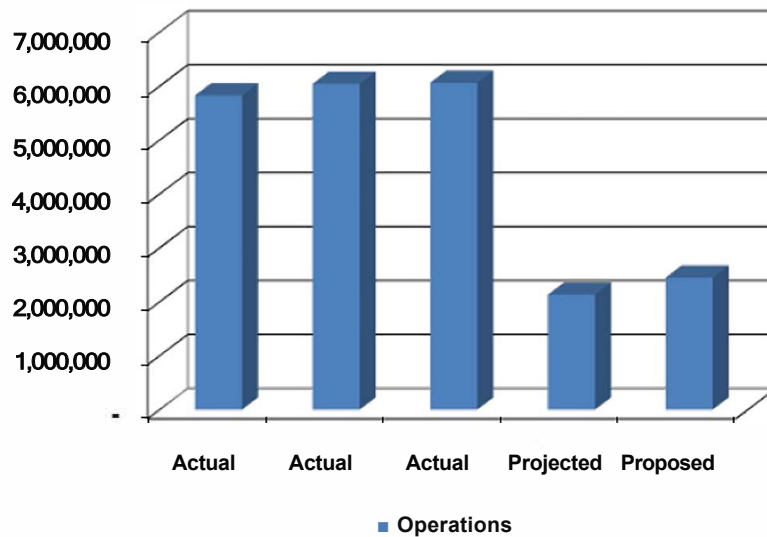
Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
	<b><u>Operations</u></b>				
512080	Outside Services	78,793	57,926	91,213	119,000
519320	General Insurance	5,195	6,424	-	148,561
519330	General Property	391,938	392,060	677,192	569,713
519340	Theft Liability	3,575	4,083	4,851	5,104
519350	Police Liability Insurance	13,458	10,348	14,681	16,189
519360	Fiduciary Liability	15,607	16,615	18,295	18,971
519370	Auto Liability	118,369	162,327	206,417	127,000
519380	Public Liability	467,559	417,073	134,378	154,522
519390	Liability-Claims	4,036,291	4,052,712	4,001,434	-
519400	Fidelity Bond	2,477	5,017	4,777	18,029
519410	Umbrella Liability	473,643	587,633	622,205	524,922
519420	Commissioner Accident Insurance	863	-	-	949
519430	Workers Compensation Excess Coverage	116,421	89,624	30,031	120,123
519450	Pollution Liability Insurance	83,428	158,917	89,948	124,428
519470	Cyber Insurance	4,422	20,624	27,031	17,257
519480	Flood Insurance	15,186	60,930	140,194	168,187
	<b>Total Expenditure Classification</b>	<b>5,827,225</b>	<b>6,042,313</b>	<b>6,062,647</b>	<b>2,132,955</b>
	<b><u>Funding Allocation</u></b>				
	Sewer Allocation 40%	2,330,900	2,416,900	2,425,100	853,200
	Water Allocation 60%	3,496,325	3,625,413	3,637,547	1,279,755
	<b>Total Funding Allocation</b>	<b>5,827,225</b>	<b>6,042,313</b>	<b>6,062,647</b>	<b>2,132,955</b>



# Operating Budget Expenditures

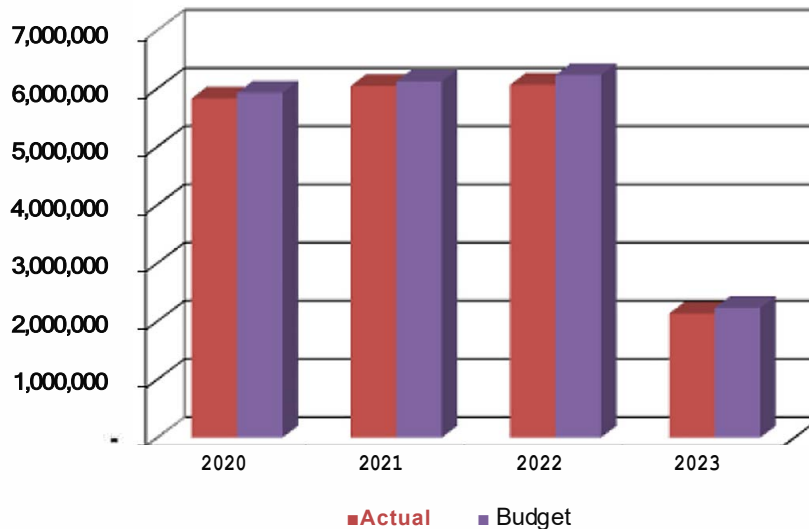
## General Insurance Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Operations	5,827,225	6,042,313	6,062,647	2,132,955	2,446,236
Total	5,827,225	6,042,313	6,062,647	2,132,955	2,446,236

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	5,926,700	6,119,700	6,230,238	2,229,737
Actual	5,827,225	6,042,313	6,062,647	2,132,955
Variance	99,475	77,387	167,591	96,782

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## **Taxes & Fees**

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# Operating Budget Expenditures

7300010010

## Taxes & Fees Budget Summary

### Description

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

### Budget Commentary

The Taxes and Fees budget for 2024 remains unchanged at \$3,810,500. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Remains unchanged at \$0 or 0.0%.**

- The budget is unchanged for 2024.

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Operations</u></b>						
512320	Property Appraisal	10,500	10,500	10,500	-	
519510	Property Taxes	3,800,000	3,800,000	3,800,000	-	
	<b>Total Expenditure Classification</b>	<b>3,810,500</b>	<b>3,810,500</b>	<b>3,810,500</b>	<b>-</b>	<b>0.0%</b>
<b><u>Funding Allocation</u></b>						
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	3,810,500	3,810,500	3,810,500	-	
	<b>Total Funding Allocation</b>	<b>3,810,500</b>	<b>3,810,500</b>	<b>3,810,500</b>	<b>-</b>	<b>0.0%</b>

# Operating Budget Expenditures

7300010010

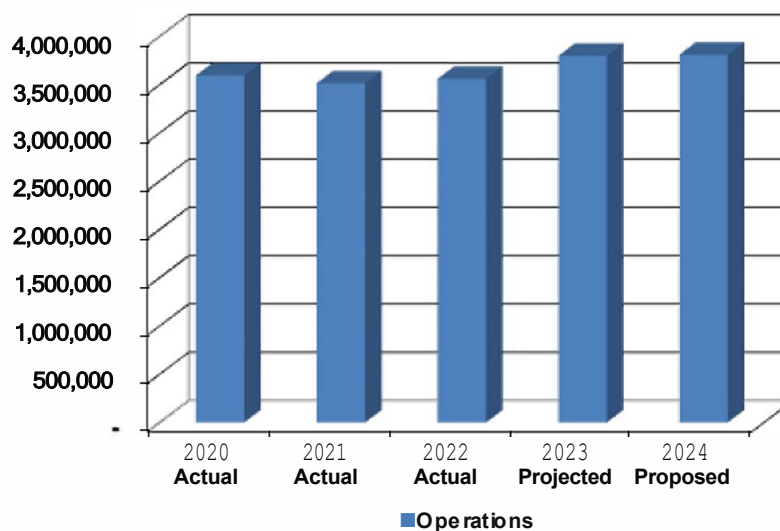
## Taxes & Fees Budget Summary

Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
	<u>Operations</u>				
512320	Property Appraisal	-	-	-	-
519510	Property Taxes	3,595,994	3,514,420	3,559,452	3,800,000
	<i>Total Expenditure Classification</i>	3,595,994	3,514,420	3,559,452	3,800,000
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	3,595,994	3,514,420	3,559,452	3,800,000
	<i>Total Funding Allocation</i>	3,595,994	3,514,420	3,559,452	3,800,000

# Operating Budget Expenditures

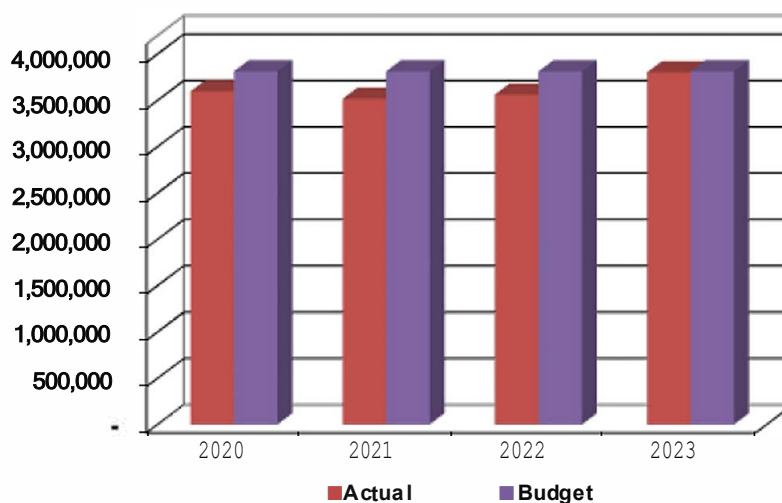
## Taxes & Fees Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Operations	3,595,994	3,514,420	3,559,452	3,800,000	3,810,500
<i>Total</i>	3,595,994	3,514,420	3,559,452	3,800,000	3,810,500

### Expenditures versus Budget

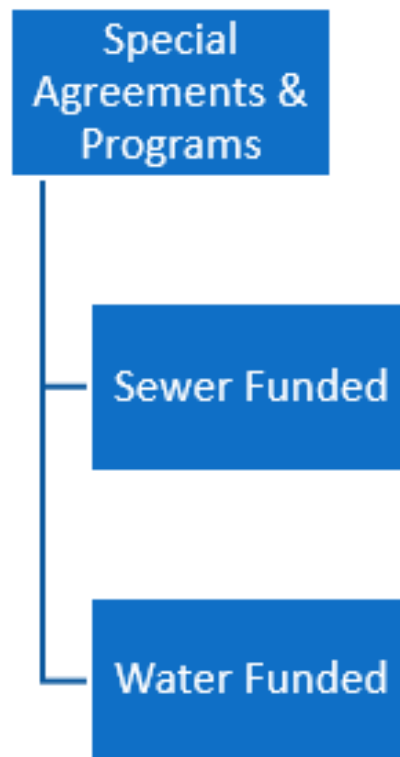


8/(W)	2020	2021	2022	2023
Budget	3,810,500	3,810,500	3,810,500	3,810,500
Actual	3,595,994	3,514,420	3,559,452	3,800,000
Variance	214,506	296,080	251,048	10,500

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## Special Agreements & Programs



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# Operating Budget Expenditures

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## Special Agreements & Programs Budget Summary

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### 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 2024 totals \$5,028,520, decreasing by \$12,135 or 0.2% below the expenditure level proposed 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.

There are no budgeted positions in 2024, unchanged from the prior year.

# Operating Budget Expenditures

## Special Agreements & Programs Budget Summary

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Sewer	1,398,300	1,816,364	2,050,517	234,153	
Water	3,885,300	3,200,021	2,978,003	(222,018)	
<b>Total Summary by Activity</b>	<b>5,283,600</b>	<b>5,016,385</b>	<b>5,028,520</b>	<b>12,135</b>	<b>0.2%</b>
<b><u>Funding Allocation</u></b>					
Sewer Allocation	1,398,300	1,816,364	2,050,517	234,153	
Water Allocation	3,885,300	3,200,021	2,978,003	(222,018)	
<b>Total Funding Allocation</b>	<b>5,283,600</b>	<b>5,016,385</b>	<b>5,028,520</b>	<b>12,135</b>	<b>0.2%</b>

# Operating Budget Expenditures

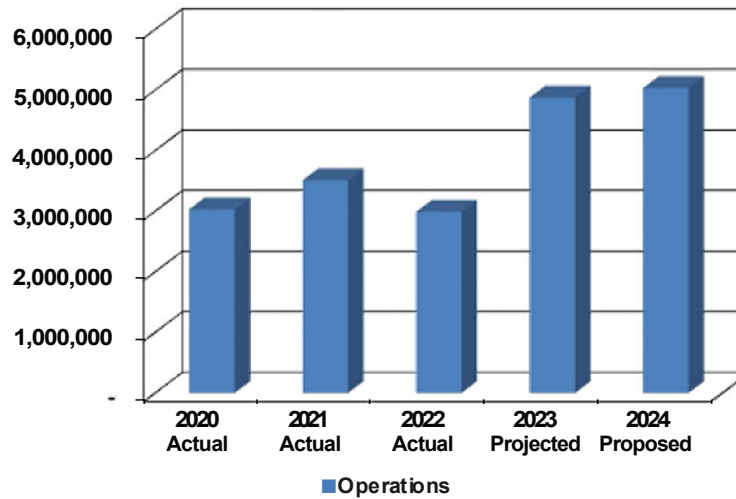
## Special Agreements & Programs Budget Summary

Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<b><u>Summary by Activity</u></b>				
Sewer	1,394,369	1,301,848	1,151,921	1,816,364
Water	1,634,354	2,205,860	1,835,088	3,056,233
<b>Total Summary by Activity</b>	<b>3,028,723</b>	<b>3,507,708</b>	<b>2,987,009</b>	<b>4,872,597</b>
<b><u>Funding Allocation</u></b>				
Sewer Allocation	1,394,369	1,301,848	1,151,921	1,816,364
Water Allocation	1,634,354	2,205,860	1,835,088	3,056,233
<b>Total Funding Allocation</b>	<b>3,028,723</b>	<b>3,507,708</b>	<b>2,987,009</b>	<b>4,872,597</b>

# Operating Budget Expenditures

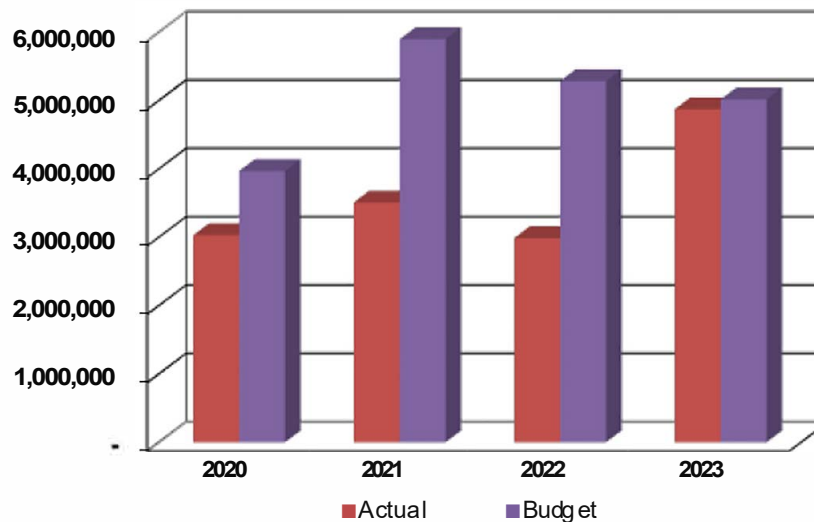
## Special Agreements & Programs Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Operations	3,028,723	3,507,708	2,987,009	4,872,597	5,028,520
Total	3,028,723	3,507,708	2,987,009	4,872,597	5,028,520

### Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	3,967,300	5,895,700	5,283,600	5,016,385
Actual	3,028,723	3,507,708	2,987,009	4,872,597
Variance	938,577	2,387,992	2,296,591	143,788

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**Special Agreements & Programs - Sewer**

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**Budget Commentary**

The Special Agreements and Programs budget totals \$2,050,517 for 2024, an increase of \$234,153 or 12.9% above the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Increase of \$234,153 or 12.9% above the prior year's appropriation.**

- *Mattabassett District, New Britain and Berlin* are increasing based on projections for 2024.
- *Berlin* allotment is being funded for the MDC's share of the yearly maintenance and construction of the new Deming Road Pump Station. In 2023, only half of the construction costs were payable. In 2024, the full years' worth is payable which represents the increase.



# Operating Budget Expenditures

7400010010

## Special Agreements & Programs - Sewer

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<b><u>Operations</u></b>					
512020	Legal Services	-	20,000	20,000	-	
512070	Consultant Services	200,000	200,000	200,000	-	
512080	Outside Services	75,000	75,000	75,000	-	
512860	Septic Reimbursement	80,800	90,000	90,000	-	
512880	Mattabassett District	707,000	770,700	793,821	23,121	
512900	New Britain	277,000	342,000	352,260	10,260	
512940	Berlin	-	260,164	460,938	200,774	
514040	Meter Services	58,500	58,500	58,498	(2)	
	<b>Total Expenditure Classification</b>	<b>1,398,300</b>	<b>1,816,364</b>	<b>2,050,517</b>	<b>234,153</b>	<b>12.9%</b>
	<b><u>Funding Allocation</u></b>					
	Sewer Allocation 100%	1,398,300	1,816,364	2,050,517	234,153	
	Water Allocation 0%	-	-	-	-	
	<b>Total Funding Allocation</b>	<b>1,398,300</b>	<b>1,816,364</b>	<b>2,050,517</b>	<b>234,153</b>	<b>12.9%</b>

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**Special Agreements & Programs - Water****Budget Commentary**

The Special Agreements and Programs budget totals \$2,978,003 for 2024, a decrease of \$222,018 or 6.9% below the prior year's appropriation. There are no budgeted positions in 2024, unchanged from the prior year.

**Operations: Decrease of \$222,018 or 6.9% below the prior year's appropriation.**

- *Dues & Memberships & Meter Services* are expected to decrease based on historical trends.

# Operating Budget Expenditures

7400010010

## Special Agreements & Programs - Water

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Operations</u>					
512910	West Branch Reservoir Maintenance	1,400,000	800,000	800,000	-	
512820	Lock Box Fee	100,000	120,000	120,000	-	
514040	Meter Services	10,000	129,537	8,003	(121,534)	
511220	Dues & Memberships	131,000	100,000	-	(100,000)	
512080	Outside Services	75,000	75,000	75,000	-	
512020	Legal Services	169,300	75,000	75,000	-	
512920	Collection Services	400,000	300,484	300,000	(484)	
512930	Lobbyist-(Fed/State)	150,000	150,000	150,000	-	
512070	Consultant Services	200,000	200,000	200,000	-	
512870	Operational Fuel	50,000	50,000	50,000	-	
512370	Riverfront Recapture	1,200,000	1,200,000	1,200,000	-	
	<i>Total Expenditure Classification</i>	<b>3,885,300</b>	<b>3,200,021</b>	<b>2,978,003</b>	<b>(222,018)</b>	<b>-6.9%</b>
	<u>Funding Allocation</u>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 0%	3,885,300	3,200,021	2,978,003	(222,018)	
	<i>Total Funding Allocation</i>	<b>3,885,300</b>	<b>3,200,021</b>	<b>2,978,003</b>	<b>(222,018)</b>	<b>-6.9%</b>

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# Contingencies

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# Operating Budget Expenditures

8000010010

## Contingencies Budget 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 DEEP sewer Contingency for \$1,980,000 is unchanged for 2024. There are no budgeted positions in 2024, unchanged from the prior year.

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
549000	Contingency	1,980,000	1,980,000	1,980,000	-	0.0%

#### Funding Allocation--(Composite)

Sewer Allocation 100%	1,980,000	1,980,000	1,980,000	-	
Water Allocation 0%	-	-	-	-	
Total Funding Allocation	1,980,000	1,980,000	1,980,000	-	0.0%

# Operating Budget Expenditures

8000010010

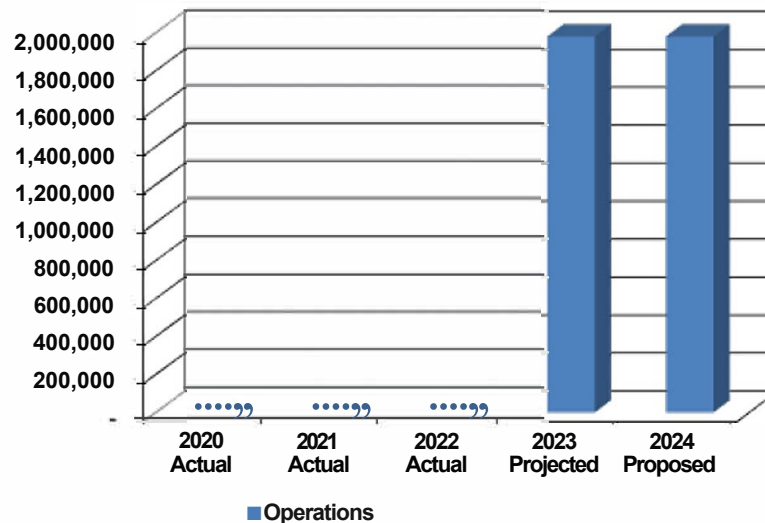
## Contingencies Budget Summary

Commitment Item	Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
549000	Contingency	-	-	-	1,980,000
<i>Funding Allocation--(Composite)</i>					
	Sewer Allocation 100%	-	-	-	1,980,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	-	-	1,980,000



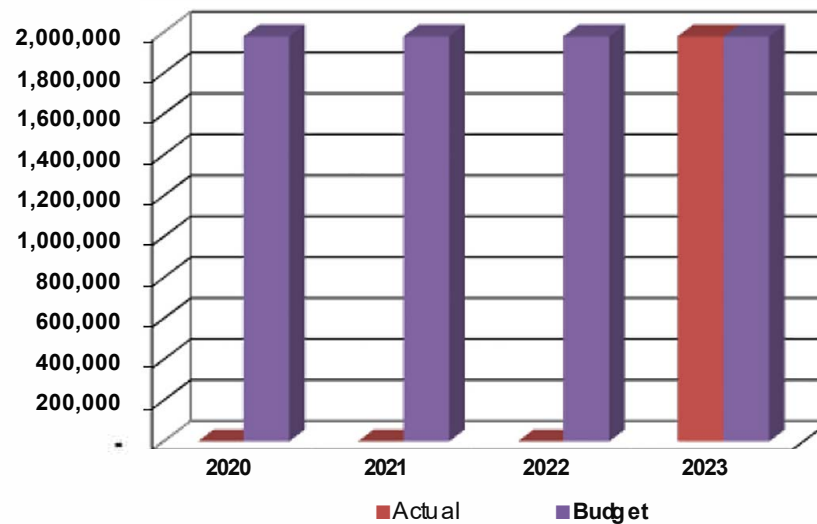
## Contingencies Expenditure History

## Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Operations	-	-	-	1,980,000	1,980,000
Total	-	-	-	1,980,000	1,980,000

## Expenditures versus Budget



8/(W)	2020	2021	2022	2023
Budget	1,980,000	1,980,000	1,980,000	1,980,000
Actual	-	-	-	1,980,000
Variance	1,980,000	1,980,000	1,980,000	-

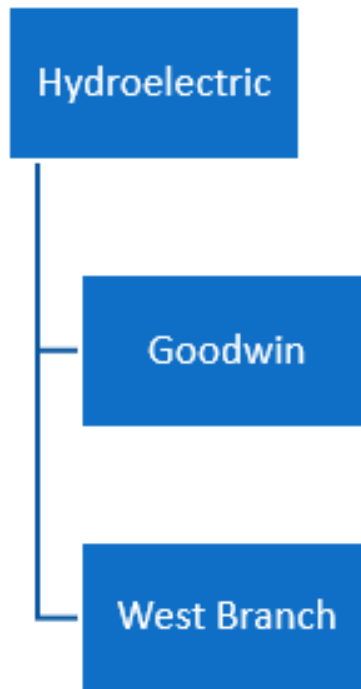
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# Hydroelectric Budget

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# Hydroelectric

Goodwin  
West Branch



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# Hydroelectric Budget

## 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.

### Revenue Highlights

The 2024 budget revenues from the sale of power generated at The Goodwin Hydroelectric Facility in the coming year assumes a full production year. The total budget of \$2,013,700, decreased by \$460,150 or 18.6% from the prior year's appropriation. The decrease is due to anticipated lower *Power Sales* and *Miscellaneous Nonrecurring Revenue* in 2024.

Description	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>HYDROELECTRIC REVENUES</u></b>					
Power Sales	\$403,700	\$868,500	\$699,190	(\$169,310)	
Miscellaneous Nonrecurring Revenue	-	105,350	84,530	(20,820)	
Designated from Surplus	-	1,500,000	1,229,980	(270,020)	
Total Hydroelectric Revenues	\$403,700	\$2,473,850	\$2,013,700	(\$460,150)	-18.6%

### Expenditure Highlights

The 2024 Hydroelectric budget totals \$2,013,700, decreased by \$460,450 or 18.6% from prior year's appropriation.

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
<b><u>Summary by Activity</u></b>					
Goodwin	267,600	2,358,750	1,896,600	(2,000)	
Development	-	-	-	-	
West Branch	136,100	115,100	117,100	2,000	
Total Summary by Activity	403,700	2,473,850	2,013,700	-	0.0%
<b><u>Summary by Major Account</u></b>					
Payroll	-	-	-	-	-
Operations	256,200	284,700	331,700	47,000	16.5%
Maintenance	147,500	127,500	128,000	500	0.4%
Capital Outlay	-	-	-	-	-
Contingencies	-	561,650	-	(561,650)	-100.0%
Contributions to General Fund	-	1,500,000	1,554,000	54,000	3.6%
Total Summary by Major Account	403,700	2,473,850	2,013,700	(460,150)	-18.6%

Details regarding Hydroelectric operations appear on the pages that follow.

There are no authorized positions adopted for 2024.

# Hydroelectric Budget

## Summary

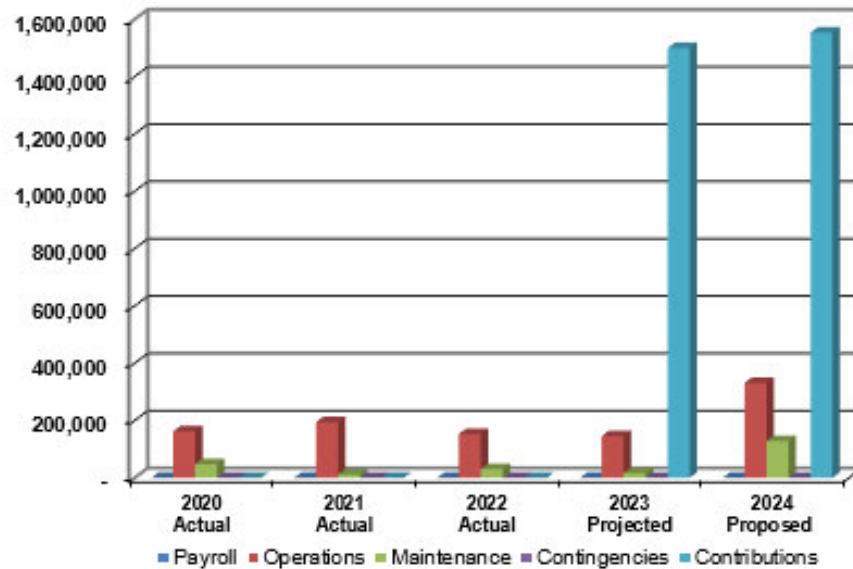
Expenditure Classification	2020 Actual	2021 Actual	2022 Actual	2023 Projected
<u><i>Summary by Activity</i></u>				
Goodwin	175,299	158,521	162,125	1,630,344
Development	-	-	-	-
West Branch	35,309	47,736	22,011	31,859
<i>Total Summary by Activity</i>	210,608	206,257	184,136	1,662,203
<u><i>Summary by Major Account</i></u>				
Payroll	-	-	-	-
Operations	162,405	194,655	153,481	145,660
Maintenance	48,203	11,602	30,655	16,543
Capital Outlay	-	-	-	-
Contingencies	-	-	-	-
Contributions to General Fund	-	-	-	1,500,000
<i>Total Summary by Major Account</i>	210,608	206,257	184,136	1,662,203



# Hydroelectric Budget

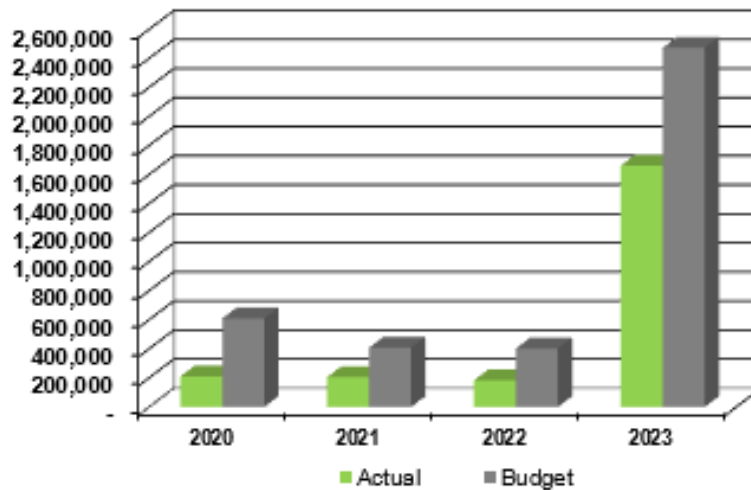
## Expenditure History

### Expenditures by Category



	2020 Actual	2021 Actual	2022 Actual	2023 Projected	2024 Proposed
Payroll	-	-	-	-	-
Operations	162,405	194,655	153,481	145,660	331,700
Maintenance	48,203	11,602	30,655	16,543	128,000
Contingencies	-	-	-	-	-
Contributions	-	-	-	1,500,000	1,554,000
<b>Total</b>	<b>210,608</b>	<b>206,257</b>	<b>184,136</b>	<b>1,662,203</b>	<b>2,013,700</b>

### Expenditures versus Budget



B/(W)	2020	2021	2022	2023
Budget	610,300	409,100	403,700	2,473,850
Actual	210,608	206,257	184,136	1,662,203
Variance	399,692	202,843	219,564	811,647

## 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 Goodwin Hydroelectric budget for 2024 is \$1,896,600 which is \$462,150 or 19.6% below the prior year's appropriation for hydroelectric power operations.

**Operations: Increase of \$45,000 or 22.3% above the prior year's appropriation.**

- Anticipated increase in expenditures for *Outside Service, Consultant Services and Electricity* due to increase in service costs and expected 2024 commodity prices.

**Maintenance: Increase of \$500 or 0.5% above the prior year's appropriation.**

- There is a anticipated increase in *Office Furniture Equipment* for 2024.

**Contingencies: Decrease of \$561,650 or 100.0% below the prior year's appropriation.**

- There is an anticipated decrease in expenditures in *Contingencies* for 2024.

**Contributions to General Fund: Increase of \$54,000 or 3.6% above the prior year's appropriation.**

- There is an anticipated increase due to MDC's revised amortization schedule for contributions.

# Hydroelectric Budget

8500010010

## Goodwin

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<i>Total Payroll</i>	-	-	-	-	0.0%
	<u>Operations</u>					
512050	Custodial Services	-	-	-	-	
512070	Consultant Services	20,000	20,000	40,000	20,000	
512080	Outside Services	100,000	130,000	150,000	20,000	
513010	Office Supplies	3,000	1,500	1,500	-	
513400	Small Tools & Equipment	2,600	2,600	2,600	-	
513580	Fish	25,000	25,000	25,000	-	
513690	Materials From Stock	1,000	1,000	1,000	-	
513720	Diesel Fuel	1,000	-	-	-	
513740	Oil & Lubricants	3,000	5,000	5,000	-	
513820	Tools	3,500	3,500	3,500	-	
514010	Electricity	10,000	10,000	15,000	5,000	
519320	General Insurance	-	-	-	-	
519100	Printing	3,000	3,000	3,000	-	
519450	Pollution Liability Insurance	-	-	-	-	
	<i>Total Operations</i>	172,100	201,600	246,600	45,000	22.3%
	<u>Maintenance</u>					
521050	Office Furniture Equipment	500	500	1,000	500	
521120	Hydro Equipment	85,000	85,000	85,000	-	
522010	Facilities R&M	10,000	10,000	10,000	-	
	<i>Total Maintenance</i>	95,500	95,500	96,000	500	0.5%
	<u>Contingencies</u>					
549000	Contingency	-	561,650	-	(561,650)	-100.0%
	<u>Contributions</u>					
540070	Contribution to General Fund	-	1,500,000	1,554,000	54,000	3.6%
	<i>Total Expenditure Classification</i>	267,600	2,358,750	1,896,600	(462,150)	-19.6%

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## West Branch

### Description

The MDC's West Branch (formerly known as 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 West Branch Hydroelectric budget for 2024 is \$117,100, an increase from the prior year's appropriation by \$2,000 or 1.7% above the prior year's appropriation for hydroelectric power operations.

**Operations: Increase of \$2,000 or 2.4% above the prior year's appropriation.**

- *Outside Services* have been increased by \$2,000 as a result of MDC's anticipated expenditures.

**Maintenance: Remains unchanged at \$0 or 0.0%**

# Hydroelectric Budget

8500010020

## West Branch

Commitment Item	Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change	% Change
	<u><i>Payroll</i></u>					
501010	Regular Pay	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	<i>Total Payroll</i>	-	-	-	-	0.0%
	<u><i>Operations</i></u>					
512070	Consultant Services	40,000	40,000	40,000	-	
512080	Outside Services	18,000	18,000	20,000	2,000	
512310	Permits	5,000	5,000	5,000	-	
513690	Materials From Stock	100	100	100	-	
513720	Diesel Fuel	1,000	-	-	-	
514010	Electricity	20,000	20,000	20,000	-	
519320	General Insurance	-	-	-	-	
519100	Printing	-	-	-	-	
519450	Pollution Liability Insurance	-	-	-	-	
	<i>Total Operations</i>	84,100	83,100	85,100	2,000	2.4%
	<u><i>Maintenance</i></u>					
521120	Hydro Equipment	2,000	2,000	2,000	-	
522010	Facilities R&M	50,000	30,000	30,000	-	
	<i>Total Maintenance</i>	52,000	32,000	32,000	-	0.0%
	<i>Total Expenditure Classification</i>	136,100	115,100	117,100	2,000	1.7%

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# Capital Budget

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# Capital Budget

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## Summary

### Overview

The MDC's capital expenditures budget is based upon a comprehensive asset management program for wastewater, water, combined, and hydroelectric infrastructure. The program's objective is to ensure the continued safety and efficiency of the District's assets, as well as maintain and improve the water mains, sewers, pumping stations, treatment facilities, buildings, and equipment that comprise the Districts Water Distribution and Wastewater Collection Systems. Asset management programs have been developed to maximize the effectiveness and useful life of our facilities.

### Funding Sources

The District's 2024 capital expenditures budget is divided into 3 categories: Capital Improvement Program (CIP), Clean Water Program, and the Integrated Plan. The MDC will pursue funding for projects, as follows:

#### **1. Capital Improvement Program (CIP)**

##### ***Wastewater***

**Purpose:** Major projects provide significant improvements and modernization to MDC's wastewater collection system infrastructure and water pollution control facilities.

**Funding Sources:** Wastewater projects are funded by General Obligation Bonds and DEEP grants and loans. Wastewater General Obligation Bonds and DEEP loans are paid by taxes levied upon the Member Municipalities (Ad Valorem).

##### ***Water***

**Purpose:** Major projects are targeting 10 miles of new and replacement water main installations along with water treatment facilities upgrades and improvements.

**Funding Sources:** Water projects are funded by General Obligation Bonds and DPH grants and loans. Water General Obligation bonds and DPH loans are paid by water customers through the approved water rates.

#### **2. Clean Water Program**

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

**Funding Sources:** Clean Water Program projects are funded by the Clean Water Project Charge (CWPC) funds held in the Rate Stabilization fund, DEEP, grants and loans. However, revenue bonds can be issued, and their debt service paid for with CWPC funds.

# Capital Budget

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## Summary

### 3. Integrated Plan

**Purpose:** The projects will fund improvements to the MDC's wastewater collection system infrastructure and water pollution control facilities, as required to comply with the 2006 United States Environmental Protection Agency (USEPA) Consent Decree, and 2022 CT DEEP Consent Order. These projects are in accordance with the MDC's 2018 CSO Long Term Control Plan/Integrated Plan (LTCP/IP), and subsequent supplementary documents submitted to CT DEEP and approved through their Consent Order #COWRMU22002.

**Funding Sources:** Integrated Plan projects are funded by the Clean Water Project Charge (CWPC) funds held in the Rate Stabilization fund, DEEP, grants and loans; as well as grants authorized by the by the United States EPA. However, revenue bonds can be issued, and their debt service paid for with CWPC funds.

# Capital Budget

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## Summary

### **Debt Administration Policy**

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

1. Capital appropriations not exceeding \$25,829,971 indexed for inflation, excluding those portions of an appropriation payable from Federal or State grants for any single item within the capital section of the budget.
2. Appropriations for any reason involving not more than \$25,000,000 in any one year for the purpose of meeting a public emergency threatening the lives, health or property of citizens of the District.
3. Construction of or leasing headquarters facilities.
4. Any public improvement all or a portion of which is to be paid for by assessments of benefits or from funds established to pay for waste or water facilities.

With the exception of the two \$800,000,000 appropriations, and bond authorizations for the District's Clean Water Project approved at referenda in November, 2006 and November, 2012, and two supplemental grant appropriation's totaling \$158,800,000, which are expected to be supported by general obligation bonds, revenue bonds, and clean water fund obligations payable from the Clean Water Project Charge (previously the Special Sewer Service Surcharge), the District has followed a policy of financing capital expenditures by issuing general obligation bonds secured by unlimited taxes levied proportionately upon the Member Municipalities comprising the District.

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

# Capital Budget

## Summary

### 2024 Budget Appropriations

The Metropolitan District's Capital Program budget for 2024 totals \$153,517,000, as reflected in the following summary. Wastewater programs total \$31,480,000; water programs total \$47,010,000; combined programs total \$20,377,000; hydro program total \$500,000; Integrated Plan total \$54,150,000.

<b><u>Wastewater</u></b>	
1. General Purpose Sewer	\$1,500,000
<b><i>Wastewater Collection</i></b>	
2. Various Small Pump Station Renewals and Rehabilitations	\$2,000,000
3. Various Wastewater Collection System Improvements in Hartford and East Hartford	\$1,600,000
4. Paving Program & Restoration	\$2,600,000
5. Sanitary Sewer Easement Improvement Program	\$ 2,350,000
<b><i>Wastewater Treatment</i></b>	
6. Hartford Water Pollution Control Facility (WPCF) Continuous Emission Monitoring System (CEMS) Room/Incinerator Upgrades	\$4,800,000
7. Poquonock WPCF - Trickling Filter, Electrical and Supervisory Control and Data Acquisition (SCADA) Upgrades (appropriation increase)	\$12,960,000
8. WPCF - Infrastructure Rehabilitation, Upgrades & Replacements	\$3,670,000
<b><i>Wastewater Total</i></b>	<b>\$31,480,000</b>

<b><u>Water</u></b>	
9. General Purpose Water	\$4,000,000
<b><i>Water Distribution</i></b>	
10. Paving Program & Restoration	\$5,800,000
11. Water Pump Station Renewals and Rehabilitations	\$400,000
12. Advanced Meter Reading Program	\$1,300,000
13. Water Storage Tank Rehabilitation & Improvements	\$1,600,000
14. Farmington 11/Sisson Area Water Main Replacements (appropriation increase)	\$3,000,000
15. Water Service Verification Contract	\$5,000,000
16. District-wide Water Main Replacement Program	\$11,000,000
17. Hartford Water Main Replacements	\$7,000,000
18. Bishops Corner Water Main Replacements (appropriation increase)	\$3,000,000
19. Connecticut River Crossing Transmission Main (possible EPA grant)	\$3,000,000
20. Water Supply Infrastructure Rehabilitation, Upgrades & Replacements	\$1,910,000
<b><i>Water Total</i></b>	<b>\$47,010,000</b>

# Capital Budget

## Summary

<b><u>Combined</u></b>	
21. 2024 IT SAP Upgrades Project	\$3,500,000
22. Central Equipment Maintenance (CEM) Vehicles	\$4,315,000
23. Central Equipment Maintenance (CEM) Generators	\$207,000
24. Facilities	\$683,000
25. Engineering Services Staffing	\$7,146,000
26. Construction Services Staffing	\$4,526,000
<b><i>Combined Total</i></b>	<b>\$20,377,000</b>
<b><u>Hydro Rehabilitation</u></b>	
27. Goodwin Hydro Controls Upgrade	\$500,000
<b><i>Hydro Total</i></b>	<b>\$500,000</b>
<b><u>Integrated Plan</u></b>	
28. Program Management Consultant/General Purpose IP	\$6,800,000
29. Sewer Backup Prevention Program – District-wide	\$1,500,000
30. Sewer House Connection/Separation Program – District-wide	\$2,000,000
31. Sewer House Connection/Separation Program - North Hartford	\$5,000,000
32. Granby 8 & 9 Sewer Separation (design)	\$3,600,000
33. Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining)	\$15,750,000
34. Large Diameter Sewer Rehabilitation Program	\$14,000,000
35. Easement Sewer Lining Program – Phase 2	\$500,000
36. North Hartford Expedited Separation (appropriation increase)	\$5,000,000
<b><i>Integrated Plan Total</i></b>	<b>\$54,150,000</b>
<b><i>Total 2024 Capital Budget Appropriations</i></b>	<b>\$153,517,000</b>

# Capital Budget

## Summary Staffing

Expenditure Classification	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change
<b><u>Summary by Program</u></b>				
Inspection Services	2,500,000	-	-	-
Engineering Services	4,800,000	3,645,000	7,146,100	3,501,100
Construction Services	2,000,000	3,830,000	4,526,300	696,300
Technical Services	5,000,000	4,360,000	-	(4,360,000)
<b>Total</b>	<b>14,300,000</b>	<b>11,835,000</b>	<b>11,672,400</b>	<b>(162,600)</b>
<b><u>Summary by Major Object</u></b>				
<b>Payroll</b>				
Regular Pay	6,206,100	5,967,890	6,821,400	853,510
Overtime 100%	-	-	-	-
Overtime 150%	200,000	200,000	150,000	(50,000)
Overtime 200%	-	-	-	-
Temporary Help	-	-	-	-
Standby & Premium Pay	2,000	2,000	2,000	-
Longevity Pay	16,400	15,500	17,900	2,400
<b>Total Payroll</b>	<b>6,424,500</b>	<b>6,185,390</b>	<b>6,991,300</b>	<b>805,910</b>
Medical Services	2,287,000	1,143,400	732,000	(411,400)
Medicare Part B	93,400	89,688	101,800	12,112
OPEB Trust Contribution	1,452,000	1,435,000	913,600	(521,400)
Pension Contribution	1,239,000	1,224,000	970,600	(253,400)
Social Security	388,900	377,074	427,800	50,726
Clothing Allowance	7,000	11,000	7,800	(3,200)
Mileage Allowance	3,000	3,000	3,000	-
Employee Reimbursement	-	-	2,000	2,000
<b>Total Other</b>	<b>5,470,300</b>	<b>4,283,162</b>	<b>3,158,600</b>	<b>(1,124,562)</b>
Contingency	2,405,200	1,366,448	1,522,500	156,052
<b>Total Summary</b>	<b>14,300,000</b>	<b>11,835,000</b>	<b>11,672,400</b>	<b>(162,600)</b>

### **Authorized Positions**

Inspection Services	8	-	-	-
Engineering Services	15	11	28	17
Construction Services	5	16	20	4
Technical Services	19	14	-	(14)
<b>Total Authorized Positions</b>	<b>47</b>	<b>41</b>	<b>48</b>	<b>7</b>

# Capital Budget

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## Summary

### **Five-Year Capital Improvement Program**

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

The District submitted an Integrated Plan (IP) to CT DEEP as part of its Consent Order required Combined Sewer Overflow (CSO) Long Term Control Plan (LTCP) Update in December 2018. With Consent Order COWRMU22002, which supersedes the 2006 Consent Order, the District identified a number of pf projects to be completed as Phase I in our Integrated Plan and we initiated projects in 2023. A subsequent change in direction and modified Consent Order to address more projects in North Hartford occurred mid-2023. New mid-year 2023 appropriations and new 2024 IP appropriations address the new goals of the modified Consent Order. The Five-Year Integrated Plan has been modified to reflect this direction.

# Capital Budget

## Summary

<u>Wastewater</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
General Purpose Sewer	\$1,500,000	\$1,500,000	\$2,000,000	\$2,000,000	\$2,000,000
Various Small Pump Station Renewals & Reha- bilitations	\$2,000,000	-----	\$2,000,000	\$2,000,000	-----
Chadwick Goodwin, Deerfield Hammer and Francis Sewer Renewal and Rehabilitation	\$1,600,000	-----	-----	-----	-----
Paving Program & Restoration	\$2,600,000	\$2,730,000	\$2,866,500	\$2,430,000	\$2,550,000
Sanitary Sewer Easement Improvement Pro- gram	\$2,350,000	\$3,000,000	\$3,000,000	\$1,000,000	\$1,000,000
Hartford Water Pollution Control Facility CEMS Room/Incinerator Upgrades	\$4,800,000	-----	-----	-----	-----
Poquonock Water Pollution Control Facility Bio- logical Nitrogen Removal	\$12,960,000	-----	-----	-----	-----
Water Pollution Control Facilities Infrastructure Rehab., Upgrades & Replacements	\$3,670,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Hartford Water Pollution Control Facility Site Wrap Up Contracts	-----	\$4,380,000	-----	\$3,610,000	-----
Rocky Hill Water Pollution Control Facility Stormwater Pump Station	-----	-----	-----	\$5,000,000	-----
Hog Brook Waste Water Pump Station	-----	\$6,000,000	-----	-----	-----
Island Road Waste Water Pump Station	-----	-----	\$7,000,000	-----	-----
<b>Wastewater Total</b>	<b>\$31,480,000</b>	<b>\$22,610,000</b>	<b>\$21,866,500</b>	<b>\$21,040,000</b>	<b>\$10,550,000</b>



# Capital Budget

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## Summary

<u>Water</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
General Purpose Water	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
Paving Program & Restoration	\$5,800,000	\$6,100,000	\$6,405,000	\$6,725,250	\$7,000,500
Water Pump Station Renewals and Rehabilitations	\$400,000	-----	\$3,000,000	-----	-----
Advanced Meter Reading Program	\$1,300,000	\$1,600,000	\$1,600,000	\$2,000,000	\$2,000,000
Water Storage Tank Rehabilitation & Improvements	\$1,600,000	-----	-----	\$3,000,000	-----
Farmington 11/Sisson Area Water Main Replacements	\$3,000,000	-----	-----	-----	-----
Water Service Verification Contract	\$5,000,000	\$5,000,000	-----	-----	-----
District-wide Water Main Replacement Program	\$11,000,000	\$11,500,000	\$12,000,000	\$12,500,000	\$13,000,000
Hartford Water Main Replacements	\$7,000,000	-----	-----	-----	-----
Bishops Corner Water Main Replacements	\$3,000,000	-----	-----	-----	-----
Connecticut River Crossing Transmission Main	\$3,000,000	-----	\$20,000,000	-----	-----
Water Supply Infrastructure, Rehabilitation, Upgrades & Replacement	\$1,910,000	\$600,000	\$600,000	\$600,000	\$600,000
Wethersfield Water Pump Station Rehabilitation	-----	\$4,000,000	-----	-----	-----
Water Treatment/Transmission Improvements	-----	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000
Silas Deane Water Main Replacements	-----	\$10,000,000	-----	-----	-----
Reservoir 6 Capital Improvements	-----	\$4,700,000	-----	-----	-----
Ellington Road WM Replacement	-----	-----	\$8,100,000	-----	-----
Water Master Plan- West Hartford Water Treatment Plant 5MG Tank	-----	\$14,000,000	-----	-----	-----
Water Master Plan- Lake McDonough Bypass	-----	-----	-----	\$6,500,000	-----
Water Master Plan- Elizabeth Park Transmission' Main	-----	-----	\$1,500,000	\$13,000,000	-----
Water Master Plan Ford River Crossing	-----	-----	\$6,000,000	-----	-----
Water Master Plan West Hartford Water Treatment Plant – Pilot Study	-----	-----	-----	\$1,000,000	-----
Water Master Plan – Saville Dam Gatehouse- Exterior Pipe Coating	-----	-----	-----	-----	\$1,100,000
<b>Water Total</b>	<b>\$47,010,000</b>	<b>\$63,000,000</b>	<b>\$64,205,000</b>	<b>\$50,325,250</b>	<b>\$28,700,500</b>

# Capital Budget

## Summary

<u>Combined</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
IT Infrastructure Project	\$3,500,000	\$ 1,000,000	\$ 1,000,000	\$ 3,500,000	\$ 1,000,000
CEM Fleet	\$4,315,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
CEM Generators	\$207,000	-----	-----	-----	-----
Facilities	\$683,000	\$1,050,000	-----	\$1,050,000	\$1,050,000
Engineering Services Staffing	\$7,146,000	-----	-----	-----	-----
Construction Services Staffing	\$4,526,000	-----	-----	-----	-----
<b>Combined Total</b>	<b>\$20,377,400</b>	<b>\$5,050,000</b>	<b>\$4,000,000</b>	<b>\$7,550,000</b>	<b>\$5,050,000</b>

<u>Hydro Rehabilitation</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Goodwin Hydro Controls Upgrade	\$ 500,000	-----	-----	-----	-----
<b>Hydro Total</b>	<b>\$500,000</b>	-	-	-	-

# Capital Budget

## Summary

<b><u>Integrated Plan</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>
Program Management Consultant/General Purpose IP	\$6,800,000	\$6,800,000	\$7,000,000	\$7,000,000	\$7,500,000
Sewer Backup Prevention Program – District-wide	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Sewer House Connection/Separation Program – District-wide	\$2,000,000	\$2,000,000	\$3,000,000	\$5,000,000	\$7,000,000
Sewer House Connection/Separation Program - North Hartford	\$5,000,000	-----	-----	-----	-----
Granby 8 & 9 Sewer Separation (design)	\$3,600,000	-----	-----	-----	-----
Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining)	\$15,750,000	\$9,400,000	\$9,800,000	\$9,800,000	\$9,800,000
Large Diameter Sewer Rehabilitation Program	\$14,000,000	-----	-----	\$10,000,000	\$10,000,000
Easement Sewer Lining Program- Phase 2	\$500,000	\$7,500,000	\$500,000	\$7,500,000	\$500,000
Increase to North Hartford Expedited Separation	\$5,000,000	-----	-----	-----	-----
Granby 7 Sewer Separation	-----	\$21,000,000	-----	-----	-----
Granby 8 Sewer Separation	-----	-----	\$22,000,000	-----	-----
Granby 9 Sewer Separation	-----	-----	\$21,000,000	-----	-----
<b><i>Integrated Plan Total</i></b>	<b>\$54,150,000</b>	<b>\$48,200,000</b>	<b>\$64,800,000</b>	<b>\$40,800,000</b>	<b>\$36,300,000</b>

# Capital Budget

## Capital Improvement Program - Sewer

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2024 Capital Improvement Program budget. The projects that comprise the wastewater system programs are necessary to enhance, upgrade and rehabilitate the extensive sewer infrastructure throughout the District and to improve the efficiency and effectiveness of facility operations. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

<b><u>Wastewater</u></b>	
General Purpose Sewer	\$1,500,000
<b><i>Wastewater Collection</i></b>	
Various Small Pump Station Renewals and Rehabilitations	\$2,000,000
Various Wastewater Collection System Improvements in Hartford and East Hartford	\$1,600,000
Paving Program & Restoration	\$2,600,000
Sanitary Sewer Easement Improvement Program	\$2,350,000
<b><i>Wastewater Treatment</i></b>	
Hartford Water Pollution Control Facility (WPCF) Continuous Emission Monitoring System (CEMS) Room/Incinerator Upgrades	\$4,800,000
Poquonock WPCF -Trickling Filter, Electrical and Supervisory Control and Data Acquisition (SCADA) Upgrades (appropriation increase)	\$12,960,000
WPCF - Infrastructure Rehabilitation, Upgrades & Replacements	\$3,670,000
<b><i>Wastewater Total</i></b>	<b>\$31,480,000</b>

# Capital Budget

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## Capital Improvement Program - Sewer

### Program – General Purpose Sewer

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,500,000		2110

### Description

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

### Purpose

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

### Future Appropriations

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

### Bond Language

The sum of \$1,500,000 is hereby appropriated for the planning, design and construction of the replacement and/or rehabilitation of existing sewer mains, pump stations and any related collection system appurtenances at various locations within the District, including electrical, mechanical, and renewable energy upgrades in addition to facility upgrades and site work at wastewater treatment facilities. The appropriation may also be expended for sewer replacements, inspection costs, engineering and professional fees, materials, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. Consultant, contractor or District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Sewer

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**Program – Various Small Pump Station Renewals & Rehabilitations**

**Amount**  
\$2,000,000

**Project #**

**Fund**  
2110

### **Description**

Design of improvements and/or construction of various equipment renewals, replacements, and rehabilitation at wastewater pump stations throughout District member towns to address various process, mechanical, structural, electrical, instrumentation and controls systems upgrades. Planned projects include installation of new pumps; replacement of process piping and valves; electrical/controls replacements and modifications; structural component replacement including aluminum grating and wet well covers. An inventory and evaluation of existing wastewater pump stations is also included. These projects are intended to extend and enhance the asset life. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### **Purpose**

To repair, rehabilitate or replace wastewater pump stations.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$2,000,000 is hereby appropriated for the design of improvements and/or construction of various equipment renewals, replacements, and rehabilitation at wastewater pump stations throughout District member towns to address various process, mechanical, structural, electrical, instrumentation and controls systems upgrades. Planned projects include installation of new pumps, replacement of process piping and valves, electrical/controls replacements and modifications, structural component replacement including aluminum grating and wet well covers. The appropriation may also be expended for an inventory and evaluation of existing wastewater pump stations, design, construction and inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Sewer

**Program – Various Wastewater Collection System Improvements in Hartford and East Hartford**

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,600,000		2110

### Description

Wastewater collection system improvements are necessary prior to replacing approximately 5,200 linear feet of aging water mains on Chadwick, Goodwin, Deerfield, Hanmer and Francis Streets in East Hartford and Hartford. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### Purpose

To replace aging pipelines and structures.

### Future Appropriations

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

### Bond Language

The sum of \$1,600,000 is hereby appropriated for wastewater collection system improvements which are necessary prior to replacing approximately 5,200 linear feet of aging water mains on streets including but not limited to Chadwick Avenue and Deerfield Avenue in Hartford and Francis Street, Hanmer Street and Goodwin Place in East Hartford. The appropriation may also be expended for including design, construction and inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Sewer

### Program – Paving Program and Restoration

Amount  
\$2,600,000

Project #

Fund  
2110

#### Description

Final restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by work on MDC sewer infrastructure, including costs for disposal of unsuitable materials and usage of material from stock. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

To restore sites associated with various sewer main installations, replacements and repairs.

#### Future Appropriations

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

#### Bond Language

The sum of \$2,600,000 is hereby appropriated for final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by work performed on District sewer infrastructure projects, including design, construction and inspection costs, engineering and professional fees, materials, costs related to the disposal of unsuitable materials and the usage of material from stock, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.



# Capital Budget

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## Capital Improvement Program - Sewer

### Program – Sanitary Sewer Improvement Easement Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,350,000		2110

#### Description

Planning, design and construction for the improvements to existing District Sanitary Sewer Easements. Improvements may include, but not limited to clearing, cutting, or other improvements as required to maintain or improve access to existing sanitary sewer infrastructure within easements. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

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

#### Future Appropriations

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

#### Bond Language

The sum of \$2,350,000 is hereby appropriated for planning, design, and construction costs for improvements to the District's sanitary sewer easements, including costs for clearing, cutting and other improvements required to maintain or improve access to existing sanitary sewer infrastructure within easements. The appropriation may also be expended for inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Sewer

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**Program –** Hartford Water Pollution Control Facility (WPCF) Continues Emission Monitoring System (CEMS) Room/Incinerator Upgrades

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,800,000		2110

### Description

Project consist of the construction of various improvements at the Hartford Water Pollution Control Facility (HWPCF) Sludge Processing Building. Improvements include a new and larger continuous emissions monitoring system (CEMS) room, upgrading the overall Incinerator Building HVAC system (louvers, fans, ductwork, controls, etc.), various improvements involving the three (3) incinerator stacks, and safety improvements. Project will include all mechanical, electrical, structural, architectural, instrumentation, and control. Consultant services shall include both engineering and inspection services. District resources may be utilized for a portion of this project. The District cost may include salary, benefits, and overhead.

### Purpose

To rehabilitate aging infrastructure at the District's Hartford Water Pollution Control Facility.

### Future Appropriations

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

### Bond Language

The sum of \$4,800,000 is hereby appropriated for upgrades to the Hartford Water Pollution Control facility, including the construction of various improvements at the Sludge Processing Building, improvements to the continuous emissions monitoring system (CEMS) room, upgrades to the overall Incinerator Building HVAC system, including, but not limited to, louvers, fans, ductwork and controls, various improvements to three incinerator stacks and safety improvements. The appropriation may also be expended for design and construction costs, mechanical and electrical costs, various safety improvements, structural repair costs, inspection costs, engineering, architectural and professional fees, materials, instrumentation, controls systems, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Sewer

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**Program – Poquonock WPCF - Trickling Filter, Electrical and Supervisory Control and Data Acquisition (SCADA) Upgrades (appropriation increase)**

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$12,960,000		2110

### Description

Additional funding for design and construction the District's Poquonock Water Pollution Control Facility (PWPCF) Trickling Filter Nitrogen Removal and Supervisory Control and Data Acquisition (SCADA) upgrades at the facility. District resources may be utilized for a portion of this project. The District cost may include salary, benefits, and overhead.

### Purpose

Infrastructure rehabilitation, upgrades and replacement work at the PWPCF including mechanical, electrical, instrumentation, and controls systems. Safety and SCADA improvements are also planned.

### Future Appropriations

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

### Bond Language

The sum of \$12,960,000 is hereby appropriated for the design and construction of upgrades to the Poquonock Water Pollution Control Facility including Trickling Filter Nitrogen Removal and Supervisory Control and Data Acquisition (SCADA) upgrades. The appropriation may also be expended for design, inspection and construction costs, engineering and professional fees, mechanical and electrical costs, instrumentation, materials, equipment, controls systems, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Sewer

**Program – WPCF – Infrastructure Rehabilitation, Upgrades and Replacements**

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,670,000		2110

### Description

Design and construction of various infrastructure renewals and replacements at the District's four water pollution control facilities (WPCF). This project will rehabilitate multiple water pollution control assets to modernize existing systems; improve operational readiness/reliability and safety; and increase wastewater processing capabilities. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### Purpose

Infrastructure rehabilitation, upgrades and replacement work at all four water pollution control facilities including mechanical, electrical, instrumentation, and controls systems. Safety improvements are also planned.

### Future Appropriations

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

### Bond Language

The sum of \$3,670,000 is hereby appropriated for design and construction costs related to various infrastructure renewals and replacements at the District's four water pollution control facilities. The appropriation may be expended for the rehabilitation of multiple water pollution control assets to modernize existing systems, including design, inspection and construction costs, engineering and professional fees, safety improvements, mechanical and electrical costs, instrumentation, materials, equipment, instrumentation, controls systems, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2024 Capital Improvement Program budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District. The projects that comprise the water system programs are necessary to extend, upgrade and maintain the extensive water infrastructure throughout the District and to enhance the efficiency and effectiveness of facility operations.

<b><u>Water</u></b>	
General Purpose Water	\$4,000,000
<b><i>Water Distribution</i></b>	
Paving Program & Restoration	\$5,800,000
Water Pump Station Renewals and Rehabilitations	\$400,000
Advanced Meter Reading Program	\$1,300,000
Water Storage Tank Rehabilitation & Improvements	\$1,600,000
Farmington 11/Sisson Area Water Main Replacements (appropriation increase)	\$3,000,000
Water Service Verification Contract	\$5,000,000
District-wide Water Main Replacement Program	\$11,000,000
Hartford Water Main Replacements	\$7,000,000
Bishops Corner Water Main Replacements (appropriation increase)	\$3,000,000
Connecticut River Crossing Transmission Main (possible EPA grant)	\$3,000,000
Water Supply Infrastructure Rehabilitation, Upgrades & Replacements	\$1,910,000
<b><i>Water Total</i></b>	<b>\$47,010,000</b>

# Capital Budget

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## Capital Improvement Program - Water

### Program – General Purpose Water

Amount  
\$4,000,000

Project #

Fund  
2120

### Description

Planning, design and construction of the replacement and/or rehabilitation of aging water mains and related system-wide equipment/infrastructure improvements to enhance the effectiveness, efficiency and safety of the District's water supply, treatment and distribution systems. Projects may include electrical, mechanical, or renewable energy upgrades at District facilities as well as water modeling, master planning and the integration of Supervisory Control and Data Acquisition (SCADA) and data collection/evaluation systems. District and outside resources may be utilized. The District costs may include salary, benefits and overhead.

### Purpose

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

### Future Appropriations

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

### Bond Language

The sum of \$4,000,000 is hereby appropriated for the planning, design and construction of the replacement and/or rehabilitation of aging water mains and related system-wide equipment/infrastructure improvements, including electrical, mechanical or renewable energy upgrades at District facilities, water modeling, master planning and the integration of SCADA and data collection/evaluation systems, inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Water

### Program – Paving Program & Restoration

**Amount**  
\$5,800,000

**Project #**

**Fund**  
2120

### **Description**

Final restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by work on MDC water infrastructure, including costs for disposal of unsuitable materials and usage of material from stock. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### **Purpose**

To restore sites associated with various water main installations, replacements and repairs.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$5,800,000 is hereby appropriated for final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by work performed on District water infrastructure projects, including design, construction and inspection costs, engineering and professional fees, materials, costs related to the disposal of unsuitable materials and the usage of material from stock, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Water

**Program – Water Pump Station Rehabilitations and Renewals**

**Amount**  
\$400,000

**Project #**

**Fund**  
2120

### **Description**

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

### **Purpose**

To improve the functionality of District water pump stations.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$400,000 is hereby appropriated for the design of improvements and/or construction of upgrades, rehabilitations, replacements and improvements to the District's water pump stations, including motors and pumps and other equipment. The appropriation may be expended for mechanical costs, electrical costs, water quality improvements, security improvements, instrumentation and controls systems. The appropriation may also be expended for design, construction and inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.



# Capital Budget

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## Capital Improvement Program - Water

### Program – Advanced Meter Reading Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,300,000		2120

#### Description

The Advanced Meter Reading Program includes costs for all materials, equipment, technology and labor needed to replace water meters and install meter reading devices, including internal and contractor labor. This project will be used towards the long-term standardization and scheduled replacement program of meters, meter reading devices and appurtenances and may include the implementation of new meter reading technology and implementation of customer portal. District and outside resources may be utilized for this program. The District costs may include materials, equipment, salary, benefits and overhead.

#### Purpose

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

#### Future Appropriations

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

#### Bond Language

The sum of \$1,300,000 is hereby appropriated for the Advanced Meter Reading Program to replace water meters and install meter reading devices and appurtenances. The appropriation may also be expended for technology upgrades, including design, construction and inspection costs, engineering and professional fees, materials, equipment, technology upgrades, the implementation of a customer portal, meters, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Water

### Program – Water Storage Tank Rehabilitation & Improvements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,600,000		2120

#### Description

To extend the lifespan, improve the condition and enhance the water quality, security, efficiency and safety of the District's water storage tanks, standpipes, basins and various utility equipment. Scope of work includes but is not limited to the painting, rehabilitation and site safety, utility and site utility improvements to various water storage tanks, standpipes and utility equipment. Projects may also include electrical, mechanical, structural, or site safety upgrades. Consultant, Contractor, or District resources may be utilized. District costs may include planning, design, construction, inspection, materials, equipment, salary, benefits & overhead.

#### Purpose

To extend the lifespan, improve the condition and enhance the water quality, security, efficiency and safety of the District's water storage tanks and basins.

#### Future Appropriations

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

#### Bond Language

The sum of \$1,600,000 is hereby appropriated for the rehabilitation of and improvements to the District's water storage tanks, including tanks, standpipes, basins and various utility equipment. The appropriation may also be expended for design, construction and inspection costs, painting, site utility improvements, site safety upgrades, engineering and professional fees, electrical and mechanical costs, structural improvements, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. Consultant, contractor or District resources may be utilized for the projects. The District costs may include planning, design, construction, inspection, materials, equipment, salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Water

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**Program –** Farmington 11/Sisson Area Water Main Replacements (appropriation increase)

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

### Description

This project is for the replacement of approximately 9,300 linear feet of 2 inch and 8 inch water mains in the vicinity of Marshall Street and Laurel Street. Including, but not limited to work on Niles Street, South Marshall Street, Case Street, Sherman Street, Lorraine Street, Denison St, Frederick St and Owen St. The old water main will be replaced with ductile iron pipe.

### Purpose

To replace aging pipelines and structures.

### Future Appropriations

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

### Bond Language

The sum of \$3,000,000 is hereby appropriated for the replacement of approximately 9,300 linear feet of 2-inch and 8-inch water mains in the vicinity of Marshall Street and Laurel Street in Hartford, including, but not limited to, work on Niles Street, South Marshall Street, Case Street, Sherman Street, Lorraine Street, Denison Street, Frederick Street and Owen Street in Hartford. The appropriation may also be expended for design, construction and inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Water

### Program – Water Service Verification Contract

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000		2120

#### Description

This project is required in order to obtain the unknown material of service piping as part of the Lead & Copper Revised Rule (Inventory) project. Contracts may include test pits, renewals, meter pits, and/or restoration. Including inspection. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

To investigate the unknown material of service piping as part of the Lead & Copper Revised Rule (Inventory) project.

#### Future Appropriations

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

#### Bond Language

The sum of \$5,000,000 is hereby appropriated to investigate and obtain the unknown material of service piping as part of the Lead & Copper Revised Rule (Inventory) project mandated by the Environmental Protection Agency (EPA). Contracts may include test pits, renewals, meter pits, and restoration and inspection costs. The appropriation may also be expended for materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the project. District resources may be utilized for the project. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Water

**Program – District-wide Water Main Replacement Program**

**Amount**  
\$11,000,000

**Project #**

**Fund**  
2120

### **Description**

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

### **Purpose**

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

### **Future Appropriations**

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

### **Bond Language**

The sum of \$11,000,000 is hereby appropriated for design and construction costs for the rehabilitation and/or replacement of various water mains and water services throughout the District, including inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

### **Funding Sources**

Project is eligible for a loan under the State of Connecticut DWSRF. However, funding is a condition of priority ranking and fund availability.

# Capital Budget

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## Capital Improvement Program - Water

### Program – Hartford Water Main Replacements

**Amount**  
\$7,000,000

**Project #**

**Fund**  
2120

#### **Description**

Construction, inspection and associated work for the replacement of existing water main and service reconnections in Hartford. The project will include, but not be limited to, the replacement of water mains in North Hartford in coordination with other sewer rehabilitation projects as well as water main replacements in South Hartford. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### **Purpose**

Replacement of existing water main and service reconnections in Hartford.

#### **Future Appropriations**

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

#### **Bond Language**

The sum of \$7,000,000 is hereby appropriated for construction, inspection and associated work for the replacement of existing water mains and service reconnections in Hartford. The project will include, but not be limited to, the replacement of water mains in North Hartford in coordination with other sewer rehabilitation projects as well as water main replacements in South Hartford. The appropriation may also be expended for design costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

#### **Funding Sources**

Project is eligible for a loan under the State of Connecticut DWSRF. However, funding is a condition of priority ranking and fund availability.

# Capital Budget

## Capital Improvement Program - Water

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**Program –** Bishops Corner Water Main Replacements (appropriation increase)

**Amount**  
\$3,000,000

**Project #**

**Fund**  
2120

### **Description**

Additional funds requested for the construction, inspection and associated work for the replacement of two existing water mains and service connections in Bishops Corner, West Hartford. The project will replace the existing 8 inch and 12 inch mains with a new single 12 inch main. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### **Purpose**

To replace aging pipelines and structures.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$3,000,000 is hereby appropriated for construction, inspection and associated work for the replacement of two existing water mains and service connections in Bishops Corner, West Hartford. The project will include the replacement of the existing 8-inch and 12-inch mains with a new single 12-inch main. The appropriation may also be expended for design costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the project. District resources may be utilized for the project. The District costs may include salary, benefits and overhead.

### **Funding Sources**

Project is eligible for a loan under the State of Connecticut DWSRF. However, funding is a condition of priority ranking and fund availability

# Capital Budget

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## Capital Improvement Program - Water

**Program –** Connecticut River Crossing Transmission Main (possible EPA grant)

**Amount**  
\$3,000,000

**Project #**

**Fund**  
2120

### **Description**

To enhance the effectiveness, efficiency, safety and reliability of the District's water transmission system with work including but not limited to design and construction of a water transmission main crossing the Connecticut River. Consultant, Contractor, or District resources may be utilized. District costs may include planning, design, construction, inspection, materials, equipment, salary, benefits & overhead.

### **Purpose**

To enhance the effectiveness, efficiency, safety and reliability of the District's water transmission system.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$3,000,000 is hereby appropriated for enhancements to the District's water transmission system, including the design of a water transmission main crossing the Connecticut River. The appropriation may also be expended for engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the project. Consultant, contractor or District resources may be utilized for the project. District costs may include planning, design, construction, inspection, materials, equipment, salary, benefits and overhead.

### **Funding Sources**

Project is eligible for funding under EPA earmark program. However, funding is a condition of priority ranking and fund availability



# Capital Budget

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## Capital Improvement Program - Water

**Program – Water Supply Infrastructure Rehabilitation, Upgrades & Replacements**

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,910,000		2120

### Description

Design and construction of various infrastructure renewal and replacements at the District's water supply facilities and functions. Multiple water supply assets will be rehabilitated to improve raw water quality, operational reliability, security and safety. These projects are intended to extend and enhance the asset life. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### Purpose

To extend and enhance the asset life of water supply infrastructure.

### Future Appropriations

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

### Bond Language

The sum of \$1,910,000 is hereby appropriated for the design and construction of various infrastructure renewal and replacements at the District's water supply facilities and functions. The appropriation may also be expended for engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Combined

The following is a list of the recommended combined capital programs and projects to be funded through the MDC's 2024 Capital Improvement Program budget. These capital programs and projects provide for needed fleet and equipment replacement and upgrades, facility improvements and staffing. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

<b>Combined</b>	
2024 IT SAP Upgrades Project	\$3,500,000
CEM Vehicles	\$4,315,000
CEM Generators	\$207,000
Facilities	\$683,000
Engineering Services Staffing	\$7,146,000
Construction Services Staffing	\$4,526,000
<b>Combined Total</b>	<b>\$20,377,000</b>

The following positions are included in the combined capital program:

### Authorized Positions

<b>Title</b>	<b>Number</b>
Assistant Manager of Engineering	1
Construction & Utilities Services Supervisors	5
Construction Managers	10
Durational Project Engineer	1
Engineering Technicians	2
Engineering Technicians 2	2
Engineering Technicians 3	2
Manager of Engineering	1
Manager of Construction & Inspection Services	1
Professional Level Trainee	1
Project Engineers 2	2
Project Control Manager	1
Project Managers	9
Senior Clerk	1
Senior Project Managers	7
Senior Engineering Technicians	<u>2</u>
<b>Total</b>	<b>48</b>

# Capital Budget

## Capital Improvement Program - Combined

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### Program – 2024 IT SAP Upgrades Project

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,500,000		2130

#### Description

Information Technology 2024 budget request for SAP Application upgrades in accordance with the SAP Master Project Plan for Calendar Years 2024 through 2025. Project work to include but may not be limited to supporting system upgrades to the following modules or application conversions: Novak Conversion, Sunsetting of Legacy SAP system, Scalable Reporting Solution, S/4 HANA Solution Evaluation for Customer Engagement (CRB/CRM/Call Center/Chatbot), Finance and Materials Management/Procurement (Vendor Engagement), Human Resources (HCM/Success Factors), Enterprise Asset Management (EAM), IT Technical infrastructure for S/4 HANA, Governance, Risk and Compliance (GRC), Disaster Recovery testing and Solution Manager, OpenText Upgrades and SAP Project downstream impacts to OpenText.

#### Purpose

District-wide Information Technology infrastructure upgrade.

#### Future Appropriations

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

#### Bond Language

The sum of \$3,500,000 is hereby appropriated for the Information Technology 2024 budget request for SAP Application upgrades in accordance with the SAP Master Project Plan for Calendar Years 2024 through 2025. Project work may include, but is not be limited to, supporting system upgrades to the following modules or application conversions: Novak Conversion, Sunsetting of Legacy SAP system, Scalable Reporting Solution, S/4 HANA Solution Evaluation for Customer Engagement (CRB/CRM/Call Center/Chatbot), Finance and Materials Management/Procurement (Vendor Engagement), Human Resources (HCM/Success Factors), Enterprise Asset Management (EAM), IT Technical infrastructure for S/4 HANA, Governance, Risk and Compliance (GRC), Disaster Recovery testing and Solution Manager, OpenText Upgrades and SAP Project downstream impacts to OpenText. The appropriation may also be expended for materials, equipment, professional fees, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects.

# Capital Budget

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## Capital Improvement Program - Combined

**Program – Central Equipment Maintenance (CEM) Vehicles**

**Amount**  
\$4,315,000

**Project #**

**Fund**  
2130

### **Description**

This program consists of replacement and/or upgrades to the District's transportation and power operated equipment fleet and related/associated components. These vehicles, equipment and related/ associated components are intended to extend and enhance the capacity and capabilities of the District personnel provided by, but not limited to, District technicians, mechanics, operating and engineering staff. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

### **Purpose**

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

### **Future Appropriations**

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

### **Bond Language**

The sum of \$4,315,000 is hereby appropriated for the replacement of and/or upgrades to the District's transportation and power operated equipment fleet and related components, including vehicles, equipment, materials, professional fees, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Capital Improvement Program - Combined

**Program – Central Equipment Maintenance (CEM) Generators**

**Amount**  
\$207,000

**Project #**

**Fund**  
2130

### **Description**

To replace a variety of generators to support the District's pump stations. These generators and related associated components are intended to replace aging generators, that are considered no longer reliable or cost effective to maintain.

### **Purpose**

To replace and upgrade the District's generators equipment.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$207,000 is hereby appropriated for the replacement of generators to support the District's pump stations, including inspection costs, professional fees, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects.

# Capital Budget

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## Capital Improvement Program - Combined

### Program – Facilities

Amount  
\$683,000

Project #

Fund  
2130

### Description

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

### Purpose

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

### Future Appropriations

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

### Bond Language

The sum of \$683,000 is hereby appropriated for design and construction costs related to improvements at various District facilities, including structural, architectural and inspection costs, roof repairs, engineering fees, mechanical, electrical and plumbing costs, fire protection costs, HVAC improvements and upgrades, security and site improvements, environmental abatement costs, professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Capital Improvement Program - Combined

### Program - Engineering Services Staffing

**Amount**  
\$7,146,000

**Funds Center**  
C1H03

**Fund**  
2130

### Description

Staffing costs.

### Purpose

The Engineering Services department holds responsibility for developing and designing the District's capital improvement projects. Projects include improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants. For 2024, we have consolidated Technical Services Staffing (C1H05) with the Engineering Services (C1H03) department.

### Future Appropriations

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

### Bond Language

The sum of \$7,146,000 is hereby appropriated for engineering services department staffing for the development and design of the District's capital improvement projects, including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants. The appropriation may also be expended for professional fees, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

### Authorized Positions

<b>Title</b>	<b>Number</b>
Assistant Manager of Engineering	1
Construction Manager	6
Durational Project Engineer	1
Manager of Engineering	1
Professional Level Trainee	1
Project Engineer 2	1
Project Control Manager	1
Project Managers	8
Senior Clerk	1
Senior Project Managers	<u>7</u>
<b>Total</b>	<b>28</b>

# Capital Budget

## Capital Improvement Program - Combined

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### Program – Construction Services Staffing

**Amount**  
\$4,526,000

**Funds Center**  
C1H04

**Fund**  
2130

### Description

Staffing costs.

### Purpose

The Construction Services department holds responsibility for construction for all the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewer treatment plants.

### Future Appropriations

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

### Bond Language

The sum of \$4,526,000 is hereby appropriated for construction services department staffing for the management of the District's capital improvement projects, including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants. The appropriation may also be expended for professional fees, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

### Authorized Positions

<b><u>Title</u></b>	<b><u>Number</u></b>
Construction & Utility Services Supervisor	5
Construction Manager	4
Engineering Technicians	2
Engineering Technicians 2	2
Engineering Technicians 3	2
Manager of Construction & Inspection Services	1
Project Engineer 2	1
Project Manager	1
Senior Engineering Technician	<u>2</u>
<b>Total</b>	<b>20</b>



# Capital Budget

## Capital Improvement Program – Hydro Rehabilitation

The following is a list of the recommended Hydro capital program and project to be funded through the MDC's 2024 Capital Improvement Program budget. These capital programs and projects provide for needed modernization to the District's Goodwin Hydroelectric Facility. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

<b><u>Hydro Rehabilitation</u></b>		
Goodwin Hydro Controls Upgrade	\$	500,000
<b><i>Hydro Total</i></b>	<b>\$</b>	<b>500,000</b>

# Capital Budget

## Capital Improvement Program – Hydro Rehabilitation

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### Program – Goodwin Hydro Controls Upgrade

Amount  
\$500,000

Project #

Fund  
2150

#### Description

Additional funds requested to provide design and construction of upgrades to the electrical, instrumentation and controls systems at the Goodwin Hydroelectric Facility. Planned improvements include the installation of a new governor system, replacement of hydraulic power units, electrical/controls replacements, and various appurtenant work related to these modifications. This project is intended to enhance the effectiveness of, and extend and enhance the asset life. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

Infrastructure rehabilitation, upgrades and replacement work at the Goodwin Hydroelectric Facility including mechanical, electrical, instrumentation and controls systems.

#### Future Appropriations

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

#### Bond Language

The sum of \$500,000 is hereby appropriated for upgrades to the Goodwin Hydroelectric Facility, including design and construction upgrades to the electrical, instrumentation and controls systems, the installation of a new governor system, the replacement of hydraulic power units, electrical/controls replacements, and various appurtenant work related to these modifications. The appropriation may also be expended for inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the project. District resources and outside resources may be utilized for the project. The District costs may include salary, benefits and overhead.

# Capital Budget

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## Clean Water Program - Summary

### The Clean Water Project Capital Budget

The Clean Water Project report was prepared in anticipation of the passage of the November 7, 2006 \$800,000,000 referendum for Clean Water Project. The expenditures planned under this Clean Water Project Fiscal Year 2007 plan have been authorized by vote of the Board on August 7, 2006. This report describes the capital projects planned for 2007 along with the administrative and management costs necessary to support their design and construction. Further action on this budget was not required as the referendum passed.

### Clean Water Project Description

Hartford's original core sewer system is now 150 years old, and was built to serve 15,000 people. Today the expanded system serves almost 400,000 people. Most sewers in the surrounding communities are 50 years old – many approaching 100 years old.

Combined sewers, found primarily in Hartford, use one pipe for both wastewater and storm water, and frequently overflow with storm water. When they overflow, they either discharge raw sewage into waterways, or back up into basements and yards. It is no longer legal to construct Combine Sewers.

Modern sanitary sewers, found in suburbs outside of Hartford, use two separate pipes – one for wastewater and one for storm water. Because of their age, many sanitary sewer pipes in the area have developed cracks and breaks, which allow infiltration of rainwater. When sanitary sewers overflow, they also discharge untreated sewage into our waterways.

Sanitary sewer flow from West Hartford, Bloomfield, Windsor, Newington, and Wethersfield flow into the Hartford sewer system, which overburdens the city's sewers. This situation "backs up" the sanitary sewers causing frequent overflows.

Sanitary Sewers overflow to area's brooks throughout the region: North and South Branch and Park River in Hartford; Trout Brook in West Hartford; Piper Brook and School House Brook in Newington; Beaver Brook and Folly Brook in Wethersfield; Goff Brook in Rocky Hill; and, Decker Brook in Windsor.

Overflows that occur more than 50 times each year- every time it rains more than 0.1 inch- discharge raw sewage that can impact the Connecticut River water quality for 30 miles – to East Had-dam, CT.

More than 1 billion gallons of untreated wastewater overflows into area streams and waterways annually. In addition, area basements and streets get flooded with raw sewage.

The Clean Water Project utilizes several abatement approaches including: separation of combined sewers in order to remove storm water flows from the sewers; construction of sewage storage systems to prevent overflows during storm events; and additional pipe conveyance and treatment capacity. It will require a construction program of at least 15 years.

Current estimates put the project cost at an average of \$110 million per year, expended over 15 years, totaling \$1.6 billion plus future inflation.

# Capital Budget

## Clean Water Program – Referendum 1

### Program – Clean Water Project – Referendum 1

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$800,000,000	CW1.000000.00	2300

### Description

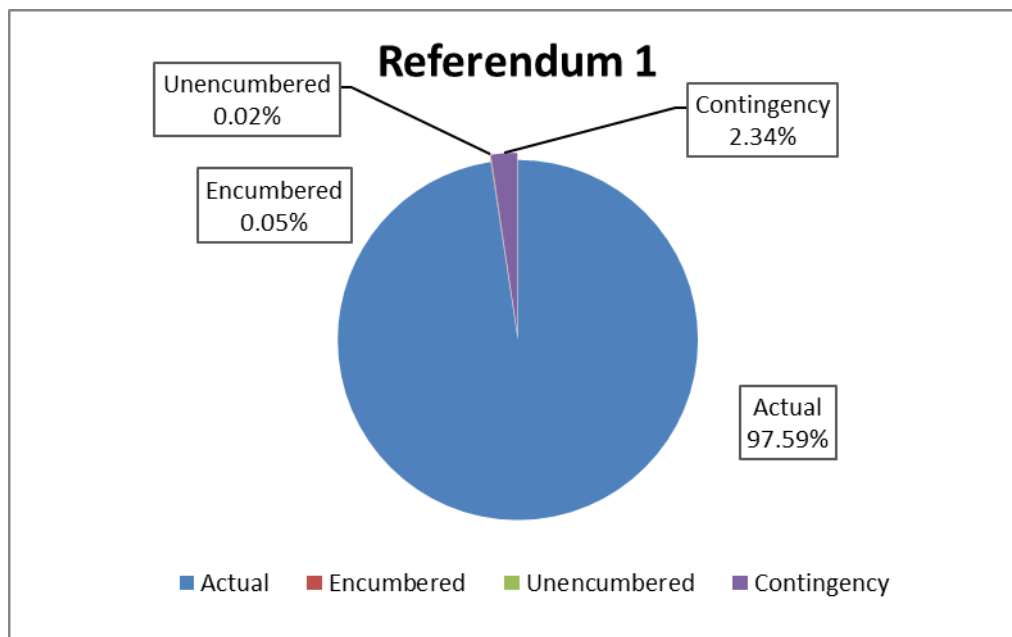
The 2006 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2006.

### Purpose

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

#### Referendum 1

Actual	\$ 780,752,274.50
Encumbered	382,978.16
Unencumbered	123,902.50
Contingency	18,740,844.84
	<u>\$ 800,000,000.00</u>



# Capital Budget

## Clean Water Program – Referendum 1

as of 9/25/23

### Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
C-12011	CW1.SSOWHA.07 2012 WH SSES	1,537,500.00	1,030,619.34	382,978.16	123,902.50
		\$ 1,537,500.00	\$ 1,030,619.34	\$ 382,978.16	\$ 123,902.50

CW1.000000. Referendum 1 Contingency	18,740,844.84
Completed Projects	779,721,655.16
Referendum 1	<u>\$ 800,000,000.00</u>

### Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.CONHOM.00	CLSD-2007 Homestead	\$ 31,044,294.80	\$ 31,044,294.80	\$ -	-
CW1.CONSBR.00	CLSD-South Branch	450,579.73	450,579.73	-	-
CW1.FSSFAR.04	CLSD-Farmington #4	658,004.15	658,004.15	-	-
CW1.FSSFAR.06	CLSD-Fmgton Proj #6	8,191,515.15	8,191,515.15	-	-
CW1.FSSFAR.1A	CLSD-Farm Ave 1A	146,013.41	146,013.41	-	-
CW1.FSSFAR.71	CLSD-Farmington #7.1	2,561,258.59	2,561,258.59	-	-
CW1.FSSFAR.72	CLSD-Farmington #7.2	3,411,661.60	3,411,661.60	-	-
CW1.FSSFAR.PD	CLSD-Farmington Ave	640,900.68	640,900.68	-	-
CW1.MGMGEO.30	CLSD-Geotechnical Se	2,066,949.91	2,066,949.91	-	-
CW1.MGMPMC.07	Clsd2007 CWP PMC	788,016.54	788,016.54	-	-
CW1.MGMPMC.08	Clsd08 CWP PMC	3,981,562.16	3,981,562.16	-	-
CW1.MGMPMC.09	CLSD-2009 CWP PMC	4,539,195.90	4,539,195.90	-	-
CW1.MGMPMC.10	CLSD-2010 CWP PMC	5,414,789.79	5,414,789.79	-	-
CW1.MGMPMC.11	CLSD-2011 CWP PMC	8,157,922.51	8,157,922.51	-	-
CW1.MGMPMC.12	CLSD-2012 CWP PMC	6,719,698.60	6,719,698.60	-	-
CW1.MGMPMC.15	CLSD-15CWP PMC / CDM	6,125,657.96	6,125,657.96	-	-
CW1.MGMPMU.07	CLSD-2007 CWP PMU	3,255,730.36	3,255,730.36	-	-
CW1.MGMPMU.08	CLSD-2008 CWP PMU	3,403,759.44	3,403,759.44	-	-
CW1.MGMPMU.09	CLSD-2009 CWP PMU	5,874,757.78	5,874,757.78	-	-
CW1.MGMPMU.10	CLSD-2010 CWP PMU	10,922,243.51	10,922,243.51	-	-
CW1.MGMPMU.11	CLSD-2011 CWP PMU	11,589,004.93	11,589,004.93	-	-
CW1.MGMPMU.12	CLSD-2012 CWP PMU	6,894,906.59	6,894,906.59	-	-
CW1.MGMPMU.13	CLSD-2013 CWP PMU	6,838,160.08	6,838,160.08	-	-
CW1.MGMPMU.14	CLSD-2014 CWP PMU	242,347.52	242,347.52	-	-
CW1.NSSGRA.01	CLSD-Granby Str	350,653.54	350,653.54	-	-
CW1.NSSGRA.02	CLSD-Granby 2&5 (Cor	32,548,599.93	32,548,599.93	-	-
CW1.NSSGRA.03	CLSD-Granby #3	759,152.57	759,152.57	-	-
CW1.NSSTOW.01	CLSD-2007 Tower Ave	7,863,944.77	7,863,944.77	-	-
CW1.NSSTOW.02	CLSD-Tower Avenue Ar	12,672,280.63	12,672,280.63	-	-
CW1.NSSTOW.1A	CLSD-2011 Tower Ave	4,427,275.10	4,427,275.10	-	-
CW1.NSSTOW.FD	CLSD-Tower Ave #1Des	157,819.00	157,819.00	-	-
CW1.NSSTOW.PD	CLSD-Tower Ave Sep	106,658.86	106,658.86	-	-
CW1.NSSUAL.01	2007 CWP Albany Ave	23,128,719.41	23,128,719.41	-	-
CW1.NSSUAL.02	CLSD-Upper Albany #2	1,189,367.10	1,189,367.10	-	-
CW1.NSSUAL.03	CLSD-Upper Albany #3	777,979.08	777,979.08	-	-
CW1.NSSUAL.07	CLSD-Route 44 Storm	898,400.75	898,400.75	-	-
CW1.NSSUAL.08	CLSD-Garden St	6,893,628.16	6,893,628.16	-	-
CW1.NSSUAL.E3	CLSD-Burton St. Sew	8,605,787.57	8,605,787.57	-	-
CW1.NSSUAL.E5	CLSD-Albany Edgewood	3,494,428.99	3,494,428.99	-	-
CW1.NSSUAL.PD	CLSD-Upper Albany	680,471.26	680,471.26	-	-
CW1.SSOGEN.07	CLSD-2007 CW SSO	13,583,866.10	13,583,866.10	-	-
CW1.SSOGEN.08	CLSD-2008 C W SO	7,690,639.29	7,690,639.29	-	-
CW1.SSOGEN.11	CLSD-SSO Pilot Study	3,333,591.26	3,333,591.26	-	-
CW1.SSONWT.01	CLSD-2012 SSO-Nwgton	3,409,832.12	3,409,832.12	-	-
CW1.SSONWT.02	CLSD-2012 Newinton	6,080,408.08	6,080,408.08	-	-
CW1.SSONWT.06	CLSD-2012 Ntn Church	4,226,592.60	4,226,592.60	-	-

# Capital Budget

## Clean Water Program – Referendum 1

CW1.SSOWHA.01	CLSD-2012 WHartford	1,577,096.29	1,577,096.29	-	-
CW1.SSOWHA.02	CLSD-2012 SSO Pilot	2,047,087.39	2,047,087.39	-	-
CW1.SSOWHA.04	CLSD-2012 Sour Mile	2,689,904.58	2,689,904.58	-	-
CW1.SSOWHA.06	CLSD-2014 Greenhurst	131,925.19	131,925.19	-	-
CW1.SSOWND.01	CLSD-2012 SSO-Wdsr	2,669,498.47	2,669,498.47	-	-
CW1.SSOWND.03	2015 NM-1 Gate Struc	224,714.01	224,714.01	-	-
CW1.SSOWTH.01	CLSD-2011 SSO-Wtflld	4,204,575.71	4,204,575.71	-	-
CW1.SSOWTH.02	2012 RH/Weth. SSES	8,118,002.04	8,118,002.04	-	-
CW1.SSOWTH.03	CLSD-2012 SSO Pilot	2,286,152.78	2,286,152.78	-	-
CW1.SSOWTH.07	CLSD-2012 SSO Exe Sq	125,813.20	125,813.20	-	-
CW1.SSOWTH.08	CLSD- 12 FOLLY BROOK	1,282,440.20	1,282,440.20	-	-
CW1.SSOWTH.10	2014 SSES Rocky Hill	9,469,907.54	9,469,907.54	-	-
CW1.SSSFRA.01	CLSD-Franklin #1- B	1,496,150.82	1,496,150.82	-	-
CW1.SSSFRA.02	CLSD-FranklinAve #7	75,512.19	75,512.19	-	-
CW1.SSSFRA.04	CLSD-Franklin #4 - D	2,134,263.04	2,134,263.04	-	-
CW1.SSSFRA.11	CLSD-Franklin11-Pk A	319,978.07	319,978.07	-	-
CW1.SSSFRA.12	CLSD-Franklin #12 -D	1,556,006.57	1,556,006.57	-	-
CW1.SSSFRA.13	Franklin Proj #13-B	39,696,418.85	39,696,418.85	-	-
CW1.SSSFRA.15	Airport Rd PS F.M.	5,044,260.37	5,044,260.37	-	-
CW1.SSSFRA.16	CLSD- Building Dis 1	543,137.15	543,137.15	-	-
CW1.SSSFRA.17	CLSD-Building Dis 2	400,481.70	400,481.70	-	-
CW1.SSSFRA.18	CLSD-Building Dis 3	316,932.80	316,932.80	-	-
CW1.SSSFRA.1A	CLSD-Franklin Ave- D	804,840.39	804,840.39	-	-
CW1.SSSFRA.4D	Franklin Proj #5-D	31,622,890.67	31,622,890.67	-	-
CW1.SSSFRA.PD	CLSD-Franklin Ave PD	2,032,185.44	2,032,185.44	-	-
CW1.SSSPAR.01	CLSD-Park River #1	580,483.36	580,483.36	-	-
CW1.SSSPAR.03	CLSD-Park River #3	904,041.42	904,041.42	-	-
CW1.SSSPAR.06	CLSD-Green Capital	983,689.36	983,689.36	-	-
CW1.SSSPAR.07	CLSD-Retreat Avenue	9,331,401.93	9,331,401.93	-	-
CW1.SSSPAR.PD	CLSD-Park River Sep	683,914.79	683,914.79	-	-
CW1.WTFHAR.01	CLSD-HWPCF Master	9,736,407.51	9,736,407.51	-	-
CW1.WTFHAR.08	CLSD-Incin #3 Rehab	43,055,158.32	43,055,158.32	-	-
CW1.WTFHAR.10	CLSD-HWPCF SCADA	854,591.82	854,591.82	-	-
CW1.WTFHAR.11	CLSD-UV Disinfection	19,105,159.61	19,105,159.61	-	-
CW1.WTFHAR.12	CLSD-Compost Bldg	1,112,844.65	1,112,844.65	-	-
CW1.WTFHAR.13	CLSD-Aeration Settle	39,458,279.26	39,458,279.26	-	-
CW1.WTFHAR.14	ASH HAND & MERCURY	14,117,939.49	14,117,939.49	-	-
CW1.WTFHAR.16	CLSD-BNR Phase II	35,419,750.97	35,419,750.97	-	-
CW1.WTFHAR.17	CLSD-2011 Solids Hlg	779,406.04	779,406.04	-	-
CW1.WTFHAR.E1	Clisd07 CWP HWPCF PHI	5,200,006.71	5,200,006.71	-	-
CW1.WTFRKH.03	CLSD-Rocky Hill	261,359.38	261,359.38	-	-
CW1.NSSTOW.02	2010 Tower Ave South	10,000.00	10,000.00	-	-
CW1.SSONWT.07	2012 Cedar Newington	3,937,769.30	3,937,769.30	-	-
CW1.SSORKH.07	2012 RH Interceptor	32,862,055.42	32,862,055.42	-	-
CW1.SSOGEN.13	2013 SSO Elimination	1,604,178.02	1,604,178.02	-	-
CW1.SSSPAR.11	2013 Green Infrastructure	605,082.99	605,082.99	-	-
CW1.WTFHAR.20	2013 WWEP #2012-20	90,168,900.86	90,168,900.86	-	-
CW1.WTFHAR.18	2011 Wet Weather Expenses	31,494,239.87	31,494,239.87	-	-
CW1.CONSB.03	2015 Kane Brook Dsn	1,157,311.77	1,157,311.77	-	-
CW1.TUNSTH.00	2015 South CSO Convey Tunnel	38,628,478.99	38,628,478.99	-	-
		\$ 779,721,655.16	\$ 779,721,655.16	\$ -	\$ -

# Capital Budget

## Clean Water Program – Referendum 2

### Program – Clean Water Project – Referendum 2

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,026,213,015	CW2.000000.00	2400

### Description

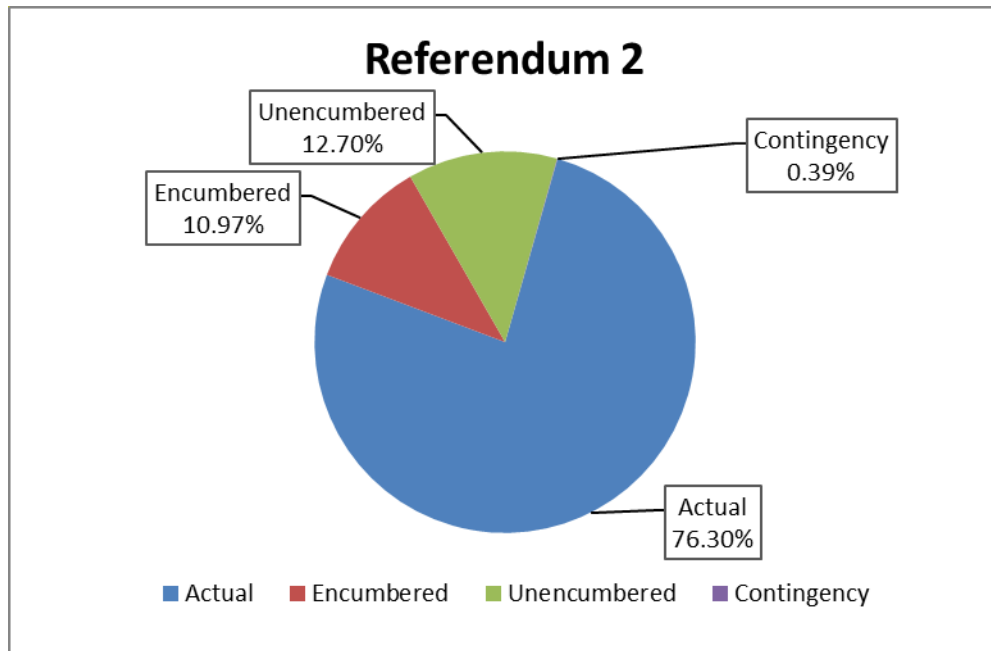
The 2012 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2012.

### Purpose

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

#### Referendum 2

Actual	\$ 782,993,983.80
Encumbered	112,583,181.37
Unencumbered	130,287,077.87
Contingency	348,772.48
	<u><u>\$ 1,026,213,015.52</u></u>



# Capital Budget

## Clean Water Program – Referendum 2

as of 9/25/23

### Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
C-15027	CW2.CONFAR.02 2015 NNBI Rel./Oxfor	2,500,000.00	2,138,850.79	61,396.23	299,752.98
C-15034	CW2.TUNSTH.05 2015 SHCST	44,029,124.73	41,196,122.86	2,119,638.22	713,363.65
C-15035	CW2.TUNSTH.02 2015 SHCST Construction	376,495,845.00	317,783,145.54	9,520,105.06	49,192,594.40
C-15036	CW2.TUNSTH.03 2015 SHCST Pump Station	141,320,000.00	32,258,957.45	100,874,450.61	8,186,591.94
C-4A02	PMC 2022	3,810,157.42	3,810,157.42	-	0.00
C-4A02	PMC 2021	3,790,130.92	3,790,130.92	-	-
C-4A02	PMC 2020	3,567,036.36	3,567,036.36	-	-
C-4A02	PMC 2019	1,229,323.60	1,229,323.60	-	-
C-4A02	PMU Overhead 2020	8,291,000.00	8,291,000.00	-	-
C-4A02	PMU Overhead 2021	6,291,000.00	6,291,000.00	-	-
C-4A02	Clean Water Fund 2012 II	71,970,863.19	68,497.04	7,591.25	71,894,774.90
		<b>\$ 663,294,481.22</b>	<b>\$ 420,424,221.98</b>	<b>\$ 112,583,181.37</b>	<b>\$ 130,287,077.87</b>

CW2.000000.00	Referendum 2 Contingency	\$ 348,772.48
	Completed Projects	362,569,761.82
	Referendum 2	<b>\$ 1,026,213,015.52</b>
	Original Authorization	\$ 800,000,000.00
	Increase as of 10/5/2016 footnote below CT #2	140,000,000.00
	Increase as of 9/2/2020 footnote below CT #5	18,800,000.00
	Increase as of 5/1/2023 District Board CT #2	925,166.05
	Increase as of 5/1/2023 District Board CT #5	8,415.75
	Increase as of 5/1/2023 District Board CT #3	66,479,433.72
		<b>\$ 1,026,213,015.52</b>

### THE METROPOLITAN DISTRICT NOTES TO FINANCIAL STATEMENTS

#### Referendum Requirements

Generally speaking, appropriations for the cost of large projects must be approved by referendum vote of the electors of the Member Municipalities. Effective October 1, 2015, Public Act No. 15-114 excludes from the referendum requirement appropriations funded by Federal or State grants. An \$800 million appropriation for the Clean Water Project was approved at referendum on November 7, 2006. An appropriation for an additional \$800 million for the Clean Water Project was approved at referendum on November 6, 2012. An appropriation of \$140 million for a grant, not requiring a referendum, was approved by the District Board on October 5, 2016. Another appropriation of \$18.8 million for a grant not requiring a referendum was approved by the District Board on September 2, 2020. The District expects to appropriate further funds for the Clean Water Project without a referendum for portions paid for by State grants.

The District expects that the treatment plant work and the South Tunnel and related improvements will be completed within existing appropriations, assuming the ongoing South Tunnel work proceeds within contemplated cost estimates and that expected grants are received. Some portion of the Integrated Plan work in the resubmitted LTCP may be undertaken within existing appropriations if future grants are received for eligible projects. Full compliance with the resubmitted LTCP will likely require submission of one or more further appropriations for approval by electors at referendum. The District has made no determination as to when an additional referendum will be held.

The District cannot give any assurances as to when the Clean Water Project will be completed or its total cost as it is highly dependent on the availability of grants and loans from the State.

The District has issued, to date, \$271.075 million in Clean Water Project Revenue Bonds, \$252.350 million of which were outstanding as of December 31, 2020. The Clean Water Project Revenue Bonds are being repaid from a portion of the Clean Water Project Charge (previously the Special Sewer Service Surcharge) and are not general obligations of the District.



# Capital Budget

## Clean Water Program – Referendum 2

### Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW2.MGMCWP.13	2013 CWP Admin	\$ 505,030.18	\$ 505,030.18	\$ -	\$ -
CW2.MGMCWP.14	2014 CWP Admin.	10,955,011.23	10,955,011.23	-	-
CW2.MGMCWP.16	2016 CWP Admin	10,471,683.85	10,471,683.85	-	-
CW2.MGMCWP.17	2017 CWP Admin	9,441,000.00	9,441,000.00	-	-
CW2.MGMPMC.16	2016 CWP PMC/CD	3,830,829.76	3,830,829.76	-	-
	2018 cwp admin	9,299,931.25	9,299,931.25	-	-
	2019 cwp admin	8,291,000.00	8,291,000.00	-	-
	2017 cwp pmc/cdm	6,260,164.75	6,260,164.75	-	-
	2018 cwp pmc/cdm	3,974,506.30	3,974,506.30	-	-
	2019 cwp pmc/cdm	2,674,507.63	2,674,507.63	-	-
CW2.SSSPAR.10	2014 PRICRIGrit	40,684.88	40,684.88	-	-
CW2.WTFHAR.24	2013 231 BRNRD	10,421,490.76	10,421,490.76	-	-
CW2.MGMPMC.13	2013 CWP PMC	7,895,855.33	7,895,855.33	-	-
CW2.CSOGEN.16	2016 LTCP Flow Metering	1,531,681.76	1,531,681.76	-	-
CW2.MGMCWP.15	2015 CWP Admin	11,269,060.17	11,269,060.17	-	-
CW2.MGMPMC.14	2014 CWP PMC / CDM SMITH	6,914,745.94	6,914,745.94	-	-
CW2.NSSUAL.09	2014 Gully Brook Conduit Connections	425,239.63	425,239.63	-	-
CW2.SSOWHA.06	2015 Greenhurst Rd Area Sanitary Swr Imp	5,285,027.58	5,285,027.58	-	-
CW2.TUNSTH.01	2015 SHCST Utility Relocation	2,606,344.15	2,606,344.15	-	-
CW2.WTFRKH.04	2013 RHPCF Cap & Up	57,616,907.66	57,616,907.66	-	-
CW2.CSOGEN.17	2015 Large Diameter Clean	5,146,489.08	5,146,489.08	-	-
CW2.SSOGEN.16	2015 CMOM Plan Updates	85,515.92	85,515.92	-	-
CW2.WTFHAR.25	2016 Ash Lagoon Cl.	123,883.27	123,883.27	-	-
CW2.WTFRKH.05	2016 RHWPCF Outfall	3,869,454.64	3,869,454.64	-	-
CW2.CSOGRA.05	2017 North Branch PR	709,818.89	709,818.89	-	-
CW2.SSSPAR.13	2016 BARTHOLOMEW AVENUE	83,699.01	83,699.01	-	-
CW2.WTFHAR.21	2014 WWEP #2012-21	181,897,496.02	181,897,496.02	-	-
CW2.TUNSTH.04	2015 SHCST	50,000.00	50,000.00	-	-
CW2.NSSGRA.04	2016 Bloomfield SSES	892,702.18	892,702.18	-	-
		<b>\$ 362,569,761.82</b>	<b>\$ 362,569,761.82</b>	<b>\$ -</b>	<b>\$ -</b>

# Capital Budget

## Integrated Plan – Appropriations

The following is a list of the recommended Integrated Plan programs and projects to be funded through the MDC's 2024 Integrated Plan budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

<b><u>Integrated Plan</u></b>	
Program Management Consultant/General Purpose IP	\$6,800,000
Sewer Backup Prevention Program – District-wide	\$1,500,000
Sewer House Connection/Separation Program – District-wide	\$2,000,000
Sewer House Connection/Separation Program - North Hartford	\$5,000,000
Granby 8 & 9 Sewer Separation (design)	\$3,600,000
Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining)	\$15,750,000
Large Diameter Sewer Rehabilitation Program	\$14,000,000
Easement Sewer Lining Program – Phase 2	\$500,000
Increase to North Hartford Expedited Separation	\$5,000,000
<b><i>Integrated Plan Total</i></b>	<b>\$54,150,000</b>

# Capital Budget

## Integrated Plan – Appropriations

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**Program** – Program Management Consultant/General Purpose IP

**Amount**  
\$6,800,000

**Project #**

**Fund**  
2600

### **Description**

To satisfy the Program Management Consultant requirement for Consent Order Compliance. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead. This program will also include other various costs associated with the Implementation of the Integrated Plan (IP), as required to comply with the Consent Order or Consent Decree.

### **Purpose**

To conform with Consent Order Compliance.

### **Future Appropriations**

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

### **Bond Language**

The sum of \$6,800,000 is hereby appropriated for project management consultants and costs associated with the implementation of the Integrated Plan as required to comply with the Consent Order or Consent Decree, including legal fees, financing costs, professional fees, interest expense on temporary borrowings, and other costs related to the project. District resources and outside resources may be utilized for the project. The District costs may include salary, benefits and overhead.

# Capital Budget

## Integrated Plan – Appropriations

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### Program – Sewer Backup Prevention Program - District-wide

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,500,000		2600

#### Description

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

#### Purpose

To inspect private property sewer laterals in order to identify defects and/or infiltration sources District-wide

#### Future Appropriations

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

#### Bond Language

The sum of \$1,500,000 is hereby appropriated for the Sewer Backup Prevention Program, including costs associated with the inspection of private property sewer laterals. The appropriation may also be expended for the installation and/or replacement of laterals, backwater valves, construction costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Integrated Plan – Appropriations

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### Program – Sewer House Connection/Separation Program - District-wide

Amount  
\$2,000,000

Project #

Fund  
2600

#### Description

This program will include the replacement and/or repair of private property sewer laterals as identified by the private property inspection; as required to protect customers from sewer back-ups. This program may also include installation of new laterals or other plumbing improvements as necessary to complete sewer separation work District-wide. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

To inspect private property sewer laterals in order to identify defects and/or infiltration sources District-wide.

#### Future Appropriations

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

#### Bond Language

The sum of \$2,000,000 is hereby appropriated for the District-wide Sewer House Connection/Separation Program, including the replacement and/or repair of private property sewer laterals. The appropriation may also be expended for design, construction and inspection costs, engineering and professional fees, the installation of new laterals, plumbing improvements, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Integrated Plan – Appropriations

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### Program – Sewer House Connection/Separation Program - North Hartford

**Amount**  
\$5,000,000

**Project #**

**Fund**  
2600

#### Description

This program will include the replacement and or repair of private property sewer laterals as identified by the private property inspection; as required to protect customers from sewer back-ups. This program may also include installation of new laterals or other plumbing improvements as necessary to complete sewer separation work in the North Hartford area. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

To inspect private property sewer laterals in order to identify defects and/or infiltration sources in the North Hartford Area.

#### Future Appropriations

No additional appropriation requests are anticipated over the next four years

#### Bond Language

The sum of \$5,000,000 is hereby appropriated for the Sewer House Connection/Separation Program in North Hartford, including the replacement and/or repair of private property sewer laterals. The appropriation may also be expended for design, construction and inspection costs, engineering and professional fees, the installation of new laterals, plumbing improvements, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

#### Funding Sources

Project is eligible for a loan under the State of Connecticut Clean Water Fund. However, funding is a condition of priority ranking and fund availability.

# Capital Budget

## Integrated Plan – Appropriations

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### Program – Granby 8 & 9 Sewer Separation (design)

**Amount**  
\$3,600,000

**Project #**

**Fund**  
2600

#### **Description**

This project will complete the final design phase for the Granby 8 and 9 Sewer Separation Projects in the North Branch Park River Drainage District, as required for Consent Order Compliance. Either Consultant, Contractor, or District resources may be utilized. The District costs may include salary, benefits and overhead.

#### **Purpose**

To complete final design for the Granby 8 and 9 Sewer Separation in the North Branch Park River Drainage District.

#### **Future Appropriations**

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

#### **Bond Language**

The sum of \$3,600,000 is hereby appropriated for the design phase for the Granby 8 and 9 Sewer Separation projects in the North Branch Park River Drainage District, including engineering and professional fees, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. Consultant, contractor or District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

#### **Funding Sources**

Project is eligible for a loan under the State of Connecticut Clean Water Fund. However, funding is a condition of priority ranking and fund availability.

# Capital Budget

## Integrated Plan – Appropriations

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**Program –** Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining)

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$15,750,000		2600

### Description

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

### Purpose

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

### Future Appropriations

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

### Bond Language

The sum of \$15,750,000 is hereby appropriated for the design and construction of sewer system repairs, replacements and rehabilitation measures District-wide. The appropriation may also be expended for inspection costs, engineering and professional fees, materials, upgrades to District equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.



# Capital Budget

## Integrated Plan – Appropriations

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### Program – Large Diameter Sewer Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$14,000,000		2600

#### Description

This project will include the rehabilitation of large diameter sewers (combined and separated) located within the HWPCF sewershed. Sewer rehabilitation based on recommendations from recently completed large diameter sewer inspection programs. This project will reduce combined sewer overflows (CSO) in the HWPCF collection system, via inflow & infiltration (I/I) reduction in the large diameter Hartford sewers. District and outside resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

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

#### Future Appropriations

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

#### Bond Language

The sum of \$14,000,000 is hereby appropriated for the rehabilitation of large diameter sewers (combined and separated) located within the Hartford Water Pollution Control Facility sewershed, including design, construction and inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

#### Funding Sources

Project is eligible for a loan under the State of Connecticut Clean Water Fund. However, funding is a condition of priority ranking and fund availability.

# Capital Budget

## Integrated Plan – Appropriations

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### Program – Easement Sewer Lining Program - Phase 2

Amount  
\$500,000

Project #

Fund  
2600

#### Description

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

#### Purpose

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

#### Future Appropriations

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

#### Bond Language

The sum of \$500,000 is hereby appropriated for the Easement Sewer Lining Program – Phase 2, including the rehabilitation of cross country (easement) sewers (combined and separated) located throughout the District. The appropriation may also be expended for planning, design, and construction costs, inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

# Capital Budget

## Integrated Plan – Appropriations

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### Program – North Hartford Expedited Separation (appropriation increase)

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000		2600

#### Description

Design and construction of private property improvements as required to complete sewer separation work in expedited sewer separation projects in North Hartford. District resources may be utilized for this program. The District costs may include salary, benefits and overhead.

#### Purpose

Design and construction of private property improvements as required to complete sewer separation work in expedited sewer separation projects in North Hartford.

#### Future Appropriations

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

#### Bond Language

The sum of \$5,000,000 is hereby appropriated for the design and construction of new sanitary and/or storm sewers and laterals located within the North Branch Park River Drainage area, Gully Brook Drainage area, and North Meadows Drainage area as necessary to complete sewer separation work, including inspection costs, engineering and professional fees, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the projects. District resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

#### Funding Sources

Project is eligible for a loan under the State of Connecticut Clean Water Fund. However, funding is a condition of priority ranking and fund availability.