



The Metropolitan District
water supply · environmental services · geographic information

**BOARD OF FINANCE
REGULAR MEETING
MONDAY, OCTOBER 28, 2024
5:30 PM**

| <u>Location</u> | <u>Commissioners</u> | <u>Citizen Members</u> |
|--|---|---|
| Board Room District Headquarters 555 Main Street, Hartford | Adil Currey (Ex-Officio) Hoffman (VC) Salemi (C) | Iacovazzi King-Corbin Russo Tsegai |
| Dial in #: (415)-655-0001 Access Code: 2305 617 1737# Meeting Video Link | Quorum: 5 | |

1. CALL TO ORDER
2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
3. APPROVAL OF MEETING MINUTES OF SEPTEMBER 30, 2024
4. DISCUSSION RE: 2025 DISTRICT BUDGET
5. DISCUSSION RE: METER PITS
6. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
7. COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS
8. ADJOURNMENT

2025 Proposed Annual Budget



The Metropolitan District
Hartford, CT

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Operating Budget Summary

Operating Budget Summary

Revenue & Expenditure

The District's proposed budget for 2025 totals \$226,726,091, a \$13,228,792 or a 6.2% increase from the prior year's appropriation to support the District's operations and programs. The following table summarizes the proposed 2025 operating revenues and expenditures. The total number of authorized positions in the District has decreased by three, bringing the total to 396.

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|----------------------|----------------------|----------------------|---------------------|--------------|
| <u>Water Revenues</u> | | | | | |
| Sale of Water | \$91,459,085 | \$91,388,900 | \$96,863,796 | \$5,474,896 | |
| Other Operating Revenue | 8,871,900 | 9,278,912 | 9,394,182 | 115,270 | |
| Subtotal Operating Revenue | 100,330,985 | 100,667,812 | 106,257,978 | 5,590,166 | 5.6% |
| Non-Operating Revenues | 2,364,497 | 8,242,422 | 9,050,422 | 808,000 | |
| Contributions from Other Funds | 3,995,335 | 1,120,920 | 3,594,548 | 2,473,628 | |
| West Branch Reservoir Maint. (Army Corps) | 800,000 | 800,000 | 800,000 | - | |
| Subtotal Other Revenues | 7,159,832 | 10,163,342 | 13,444,970 | 3,281,628 | 32.3% |
| Total Water Revenues | \$107,490,817 | \$110,831,154 | \$119,702,948 | \$8,871,794 | 8.0% |
| <u>Sewer Revenues</u> | | | | | |
| Tax on Member Municipalities | \$53,076,600 | \$53,076,600 | \$53,076,600 | - | |
| Revenue from Other Gov't Agencies | 11,931,000 | 12,431,000 | 16,492,350 | 4,061,350 | |
| Other Sewer Revenues | 12,429,321 | 13,241,677 | 13,774,350 | 532,673 | |
| Sewer User Charge Revenues | 11,584,900 | 12,062,066 | 14,578,258 | 2,516,192 | |
| Subtotal Operating Revenue | 89,021,821 | 90,811,343 | 97,921,558 | 7,110,215 | 7.8% |
| DEEP Contingency | 1,980,000 | 1,980,000 | 1,980,000 | - | |
| Contributions from Other Funds | 6,252,829 | 9,874,802 | 7,121,585 | (2,753,217) | |
| Subtotal Non-Operating Revenue | 8,232,829 | 11,854,802 | 9,101,585 | (2,753,217) | -23.2% |
| Total Sewer Revenues | \$97,254,650 | \$102,666,145 | \$107,023,143 | \$4,356,998 | 4.2% |
| Total Water and Sewer Revenues | \$204,745,467 | \$213,497,299 | \$226,726,091 | \$13,228,792 | 6.2% |
| <u>Expenditures</u> | | | | | |
| District Board | 525,500 | \$552,075 | \$646,000 | \$93,925 | |
| Executive Office | 3,222,283 | 3,229,426 | 3,248,702 | 19,276 | |
| Legal | 1,504,634 | 1,596,601 | 1,600,976 | 4,375 | |
| Administrative Office | 656,660 | 763,923 | 748,887 | (15,036) | |
| Finance | 6,188,714 | 6,471,325 | 6,845,590 | 374,265 | |
| Information Technology | 9,335,328 | 9,465,630 | 10,599,195 | 1,133,565 | |
| Engineering and Planning | 1,073,777 | 845,618 | 379,000 | (466,618) | |
| Water Treatment & Supply | 9,292,383 | 9,219,496 | 9,320,707 | 101,211 | |
| Water Pollution Control | 21,537,206 | 20,373,122 | 21,963,385 | 1,590,263 | |
| Laboratory Services | 1,579,289 | 1,576,529 | 1,698,767 | 122,238 | |
| Maintenance | 12,707,413 | 13,096,991 | 13,701,120 | 604,129 | |
| Operating Office | 871,442 | 513,341 | 534,362 | 21,021 | |
| Environment, Health & Safety | 1,013,244 | 1,031,899 | 1,304,149 | 272,250 | |
| Command Center | 6,059,793 | 6,618,317 | 6,642,285 | 23,968 | |
| Operations | 14,194,647 | 15,385,397 | 15,953,569 | 568,172 | |
| Patrol | 1,453,642 | 1,336,903 | 1,390,701 | 53,798 | |
| Debt Service | 74,427,401 | 82,338,486 | 87,621,810 | 5,283,324 | |
| Employee Benefits | 26,065,489 | 25,816,964 | 29,430,327 | 3,613,363 | |
| General Insurance | 2,229,737 | 2,446,236 | 2,365,193 | (81,043) | |
| Taxes and Fees | 3,810,500 | 3,810,500 | 3,810,500 | - | |
| Special Agr. and Programs | 5,016,385 | 5,028,520 | 4,940,866 | (87,654) | |
| Contingencies | 1,980,000 | 1,980,000 | 1,980,000 | - | |
| Total Water and Sewer Expenditures | \$204,745,467 | \$213,497,299 | \$226,726,091 | \$13,228,792 | 6.2% |
| <u>Authorized Positions</u> | | | | | |
| Chief Executive Office | 19 | 18 | 17 | (1) | |
| Administration | 65 | 67 | 69 | 2 | |
| Operating Office | 313 | 314 | 310 | (4) | |
| Total Authorized Positions | 397 | 399 | 396 | (3) | -0.8% |

Operating Budget Summary

Revenue & Expenditure - Water

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

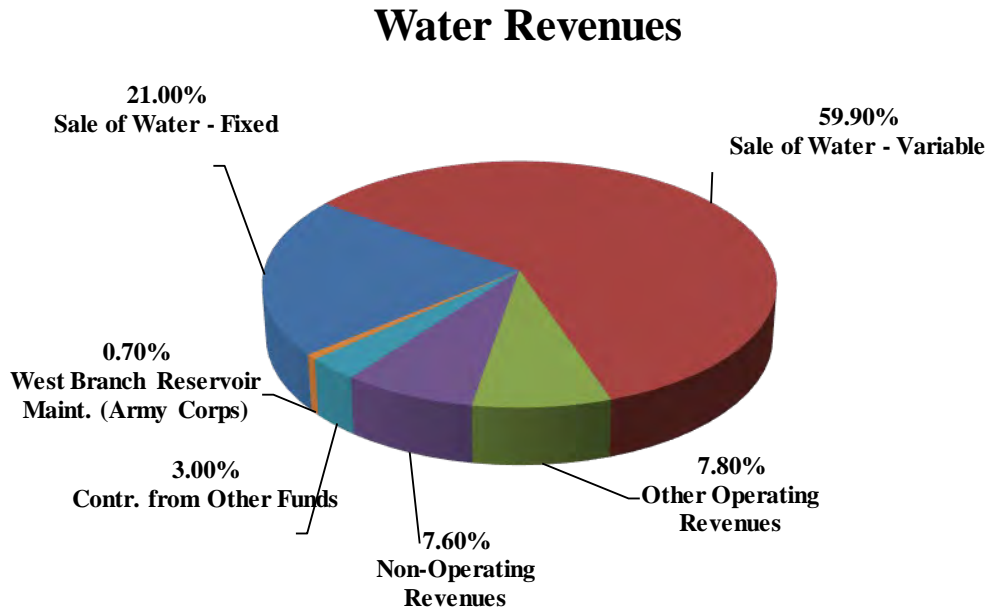
| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|-----------------|-----------------|------------------|--------------|-------------|
| Sale of Water | \$91,459,085 | \$91,388,900 | \$96,863,796 | \$5,474,896 | |
| Other Operating Revenues | 8,871,900 | 9,278,912 | 9,394,182 | 115,270 | |
| Subtotal Operating Revenue | 100,330,985 | 100,667,812 | 106,257,978 | 5,590,166 | 5.6% |
| Non-Operating Revenues | 2,364,497 | 8,242,422 | 9,050,422 | 808,000 | |
| Contributions from Other Funds | 3,995,335 | 1,120,920 | 3,594,548 | 2,473,628 | |
| West Branch Reservoir Maint. (Army Corps) | 800,000 | 800,000 | 800,000 | - | |
| Subtotal Other Revenues | 7,159,832 | 10,163,342 | 13,444,970 | 3,281,628 | 32.3% |
| Total Water Revenues | \$107,490,817 | \$110,831,154 | \$119,702,948 | \$8,871,794 | 8.0% |

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| Expenses (by major object) | | | | | |
| Debt | \$38,079,321 | \$40,378,651 | \$45,416,854 | \$5,038,203 | 12.5% |
| Payroll Related | 41,806,822 | 42,555,685 | 45,347,947 | 2,792,263 | 6.6% |
| General Operations | 7,524,617 | 7,363,251 | 8,146,268 | 783,018 | 10.6% |
| Materials From Stock | 1,153,970 | 1,766,880 | 2,000,730 | 233,850 | 13.2% |
| Outside & Consultant Services | 2,309,113 | 2,651,636 | 2,872,549 | 220,912 | 8.3% |
| Utilities | 2,278,865 | 1,897,642 | 2,077,644 | 180,002 | 9.5% |
| Maintenance | 3,591,095 | 3,531,482 | 3,671,941 | 140,459 | 4.0% |
| Collection Services | 375,484 | 375,000 | 475,000 | 100,000 | 26.7% |
| Legal Services | 291,250 | 231,250 | 253,500 | 22,250 | 9.6% |
| Taxes and Fees | 3,810,500 | 3,810,500 | 3,810,500 | - | 0.0% |
| Insurance | 1,266,442 | 1,396,342 | 1,347,716 | (48,626) | -3.5% |
| Special Agrmts and Programs | 2,824,537 | 2,603,003 | 2,480,000 | (123,003) | -4.7% |
| Chemicals | 2,178,800 | 2,269,833 | 1,802,300 | (467,533) | -20.6% |
| Total | \$107,490,817 | \$110,831,154 | \$119,702,948 | \$8,871,794 | 8.0% |

Operating Budget Summary

Revenue & Expenditure - Water

The following chart shows the percentage breakdown for Water Revenues' 2025 Budget.



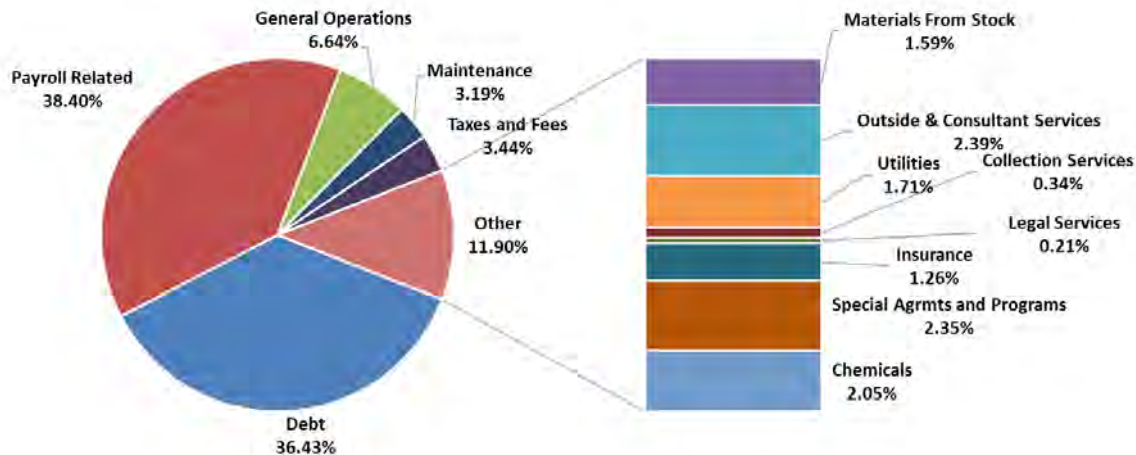
Water: Increase of \$8,871,794 or 8.0% above the prior year's appropriation.

- **Sale of Water:** The revenue increase of \$5,476,896 is primarily driven by a rise in water consumption, from 17.7M CCFs to 18.3M CCFs, and additional meters from new development activity.
- **Other Operating Revenues:** The increase of \$115,270 is due to an increase in the *Hydrant Maintenance Fee*.
- **Non-Operating Revenues:** An increase of \$808,000 is attributed to the rise in revenue from *Miscellaneous Revenue* and *Sale of Material and Equipment*.
- **Contributions from Other Funds:** The use of fund balance increased by \$2,473,628.

Operating Budget Summary

Revenue & Expenditure - Water

The following chart shows the percentage breakdown for Water Expenditures' 2025 Budget.



Water: Increase of \$8,871,794 or 8.0% above the prior year's appropriation.

- **Debt:** Increased by \$5,038,203 or 12.5% in the 2025 budget as a result of bonding activity.
- **Payroll Related:** A net increase of \$2,792,263 or 6.6% above the prior year reflects increment and cost of living increases for eligible employees and an increase in employee-related benefits.
- **General Operations:** An increase of \$783,018 or 10.6% above the prior year's appropriation.
- **Materials From Stock:** The increase of \$233,850, which represents a 13.2% rise, is attributed to the increase in commodity prices.
- **Outside & Consultant Services:** Is increasing \$220,912 or 8.3% above the prior year's appropriation.
- **Utilities:** Are increasing by \$180,002 or 9.5% to reflect anticipated spend in 2025.
- **Maintenance:** Is increasing \$140,459 or 4.0% above the prior year's appropriation.
- **Collections Services:** Is increasing \$100,000, or 26.7% above the prior year's appropriation to align with historical spending.
- **Legal Services:** Is increasing by \$22,250 or 9.6% above the prior year's activity.
- **Insurance:** A \$48,626 or 3.5% decrease reflects current market rates.
- **Special Agreements & Programs:** Will decrease by \$123,003 or 4.7% below the prior year's appropriation primarily driven by a reduction in *Outside Services* and *Consultant Services*.
- **Chemicals:** Are decreasing by \$467,533 or 20.6% as a result of new contract rates.

Operating Budget Summary

Revenue & Expenditure - Sewer

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

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| REVENUES | | | | | |
| Tax on Member Municipalities | \$53,076,600 | \$53,076,600 | \$53,076,600 | - | |
| Revenue from Other Gov't Agencies | 11,931,000 | 12,431,000 | 16,492,350 | 4,061,350 | |
| Other Sewer Revenues | 12,429,321 | 13,241,677 | 13,774,350 | 532,673 | |
| Sewer User Charge Revenues | 11,584,900 | 12,062,066 | 14,578,258 | 2,516,192 | |
| Subtotal Operating Revenue | 89,021,821 | 90,811,343 | 97,921,558 | 7,110,215 | 7.9% |
| DEEP Contingency | 1,980,000 | 1,980,000 | 1,980,000 | - | |
| Contributions from Other Funds | 6,252,829 | 9,874,802 | 7,121,585 | (2,753,217) | |
| Subtotal Other Revenues | 8,232,829 | 11,854,802 | 9,101,585 | (2,753,217) | -23.9% |
| Total Sewer Revenues | \$97,254,650 | \$102,666,145 | \$107,023,143 | \$4,356,998 | 4.2% |

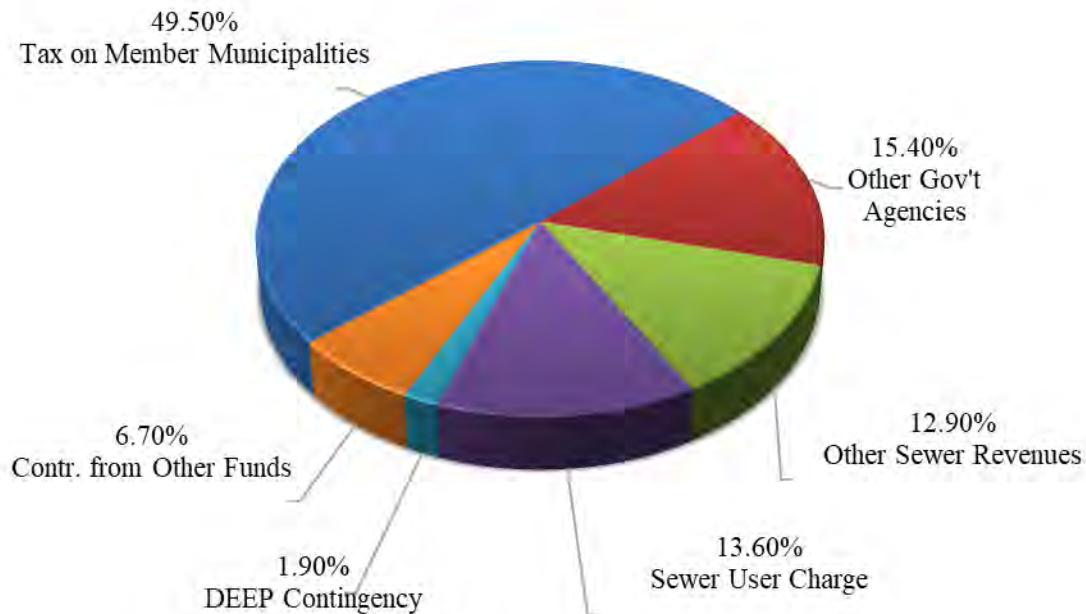
| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| Expenses (by major object) | | | | | |
| Payroll Related | \$32,145,015 | \$32,926,957 | \$35,110,302 | \$2,183,344 | 6.6% |
| Utilities | 9,747,015 | 8,243,509 | 9,168,307 | 924,798 | 11.2% |
| General Operations | 5,512,210 | 5,502,064 | 6,019,132 | 517,067 | 9.4% |
| Materials From Stock | 1,362,030 | 1,779,620 | 2,116,270 | 336,650 | 18.9% |
| Debt | 36,148,080 | 41,844,835 | 42,054,956 | 210,121 | 0.5% |
| Maintenance | 3,363,505 | 3,326,168 | 3,441,882 | 115,714 | 3.5% |
| Chemicals | 1,867,500 | 1,555,267 | 1,653,500 | 98,233 | 6.3% |
| Outside & Consultant Services | 1,504,887 | 1,692,564 | 1,772,952 | 80,388 | 4.7% |
| Nitrogen Credits | 680,000 | 575,000 | 575,000 | - | 0.0% |
| Legal Services | 283,750 | 258,750 | 246,500 | (12,250) | -4.7% |
| Insurance | 844,295 | 930,894 | 898,477 | (32,417) | -3.5% |
| Special Agrmts and Programs | 1,816,364 | 2,050,517 | 1,985,866 | (64,651) | -3.2% |
| Total | \$97,254,650 | \$102,666,145 | \$107,023,143 | \$4,356,998 | 4.2% |

Operating Budget Summary

Revenue & Expenditure - Sewer

The following chart shows the percentage breakdown for Sewer Revenues' 2025 Budget.

Sewer Revenues



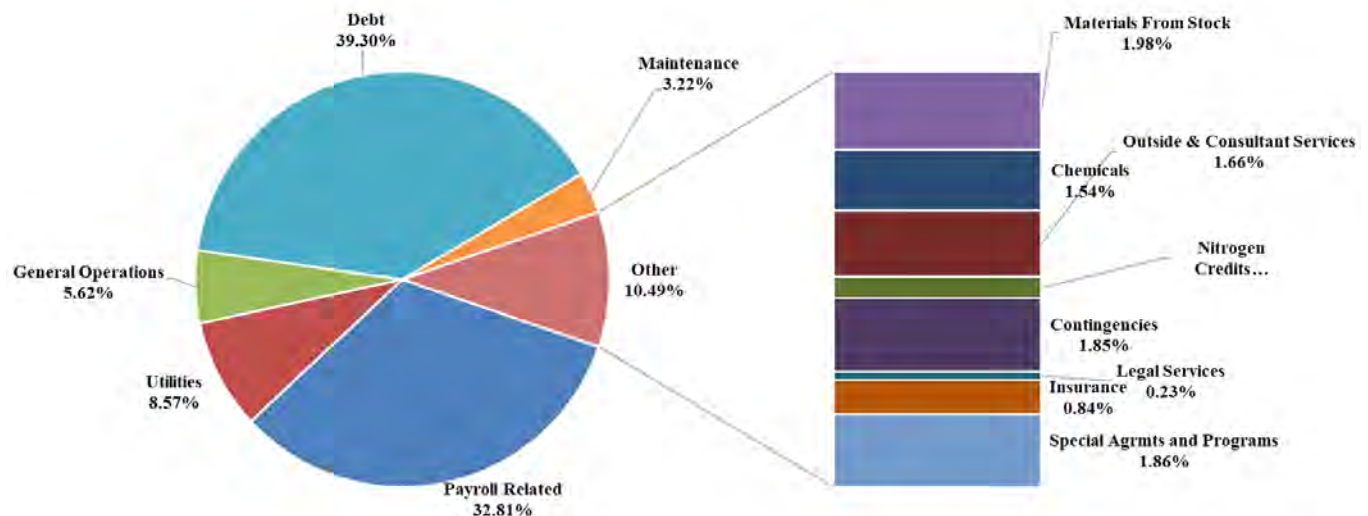
Sewer: Increase of \$4,356,998 or 4.2% above the prior year's appropriation.

- **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 \$4,061,350 or 32.7% is a result of increased activity in *Sludge Services* and *Liquid Waste Discharge*.
- **Other Sewer Revenues:** An overall increase of \$532,673 or 4.0% is primarily driven by the increase in *Interest Income – Investments*, *Sewer Customer Service Charge*, and *Rebates & Reimbursements*, offset by a decrease in *Developers - PY/Materal/Equipment*.
- **Sewer User Charges:** An increase of \$2,516,192 or 20.9% is primarily driven by *High Flow Users (Net of Reserves)* and *Bradley/E Granby* offset by a decrease in *Late Payment Charges*. The sewer user rate will remain unchanged at \$5.90 per CCF for 2025.
- **Contributions from Other Funds:** A decrease of \$2,753,217 or 27.9% is anticipated to support sewer operations.

Operating Budget Summary

Revenue & Expenditure - Sewer

The following chart shows the percentage breakdown for Sewer Expenditures' 2025 Budget.



Sewer: Increase of \$4,356,998 or 4.2% above the prior year's appropriation.

- **Payroll Related:** An overall increase of \$2,183,344 or 6.6% above the prior year is driven by increment and cost of living increases for eligible employees and an increase in employee-related benefits.
- **Utilities:** Are increasing by \$924,798 or 11.2% to reflect the current market.
- **General Operations:** An overall increase in various allotments of \$517,067 or 9.4% above the prior year's adopted levels.
- **Materials From Stock:** Increased by \$336,650 or 18.9% is attributed to increased commodity prices.
- **Debt:** An increase of \$210,121 or 0.5% driven by anticipated bond activity.
- **Maintenance:** An increase of \$115,714 or 3.5% above the prior year is anticipated to support sewer operations.
- **Chemicals:** Are increasing by \$98,233 or 6.3% to reflect anticipated spend in 2025.
- **Outside & Consultant Services:** A net increase of \$80,388 or 4.7% is anticipated to support sewer operations.
- **Nitrogen Credits:** Are unchanged from the prior year.
- **Legal Services:** Are decreasing by \$12,250 or 4.7% to align with historical spend.
- **Insurance:** Decreasing by \$32,417 or 3.5% to reflect current market rates.
- **Special Agreements & Programs:** Will decrease by \$64,651 or 3.2% below the prior year levels primarily driven by a reduction in *Outside Services* and *Consultant Services*.

Operating Budget Summary

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

Operating Budget Revenues

Revenue Summary

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|-----------------|-----------------|------------------|--------------|-------------|
| <u>WATER REVENUES</u> | | | | | |
| Sale of Water | \$91,459,085 | \$91,388,900 | \$96,863,796 | \$5,474,896 | |
| Other Operating Revenues | 8,871,900 | 9,278,912 | 9,394,182 | 115,270 | |
| Subtotal Operating Revenues | 100,330,985 | 100,667,812 | 106,257,978 | 5,590,166 | 5.6% |
| Non-Operating Revenues | 2,364,497 | 8,242,422 | 9,050,422 | 808,000 | |
| Contributions from Other Funds | 3,995,335 | 1,120,920 | 3,594,548 | 2,473,628 | |
| West Branch Reservoir Maint. (Army Corps) | 800,000 | 800,000 | 800,000 | - | |
| Subtotal Other Revenues | 7,159,832 | 10,163,342 | 13,444,970 | 3,281,628 | 32.3% |
| Total Water Revenues | \$107,490,817 | \$110,831,154 | \$119,702,948 | \$8,871,794 | 8.0% |
| <u>SEWER REVENUES</u> | | | | | |
| Tax on Member Municipalities | \$53,076,600 | \$53,076,600 | \$53,076,600 | - | |
| Revenue from Other Govt. Agencies | 11,931,000 | 12,431,000 | 16,492,350 | 4,061,350 | |
| Other Sewer Revenues | 12,429,321 | 13,241,677 | 13,774,350 | 532,673 | |
| Sewer User Revenues | 11,584,900 | 12,062,066 | 14,578,258 | 2,516,192 | |
| Subtotal Operating Revenues | 89,021,821 | 90,811,343 | 97,921,558 | 7,110,215 | 7.8% |
| DEEP Contingency | 1,980,000 | 1,980,000 | 1,980,000 | - | |
| Contributions from Other Funds | 6,252,829 | 9,874,802 | 7,121,585 | (2,753,217) | |
| Subtotal Other Revenues | 8,232,829 | 11,854,802 | 9,101,585 | (2,753,217) | -23.2% |
| Total Sewer Revenues | \$97,254,650 | \$102,666,145 | \$107,023,143 | \$4,356,998 | 4.2% |
| Total Water and Sewer Revenues | \$204,745,467 | \$213,497,299 | \$226,726,091 | \$13,228,792 | 6.2% |

Operating Budget Revenues

Description of Revenue Services

Water Utility

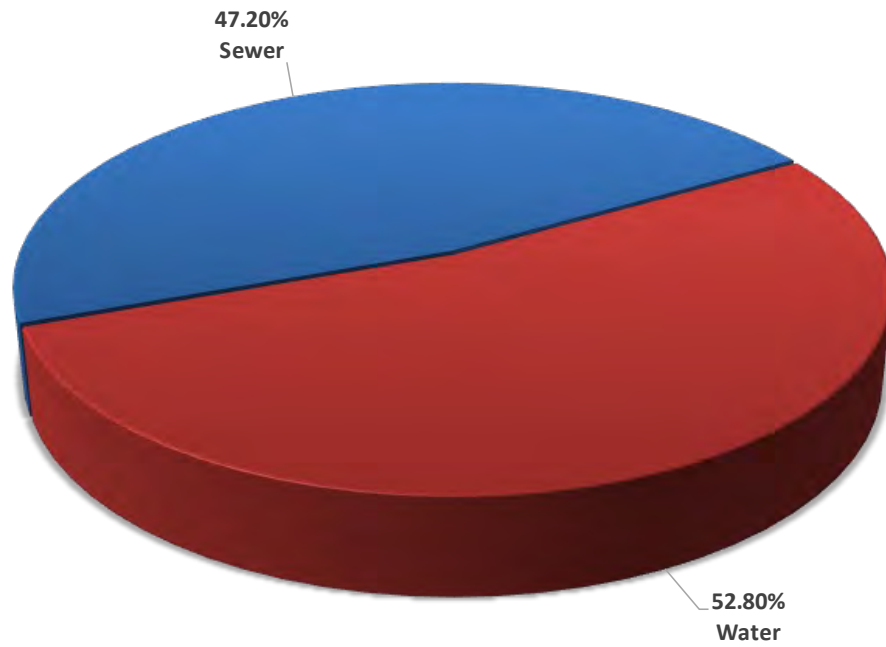
Water Revenues, Non-Operating Revenue and *Other Financing Sources* provide funds for a share of the general administration of the District and the operation and maintenance of the District's water supply, treatment, and distribution facilities and equipment. The primary source of water revenue is attributed to approximately 400,000 customers with 102,018 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



| <u>Fund</u> | <u>Revenue</u> | <u>Percentage</u> |
|-------------|----------------------|-------------------|
| Sewer | \$107,023,143 | 47.20% |
| Water | 119,702,948 | 52.80% |
| | <u>\$226,726,091</u> | <u>100.00%</u> |

Operating Budget Revenues

Revenue Appropriations

| Revenue | Total |
|---|----------------------------------|
| Water Revenues | |
| Operating Revenues | |
| Sale of Water | \$ 96,863,796 |
| Other Operating Revenues | 9,394,182 |
| Subtotal Operating Revenues | <u>106,257,978</u> |
| Non-Operating Revenues | 9,050,422 |
| Other Financing Sources | |
| Contributions from Other Funds | 3,594,548 |
| West Branch Reservoir Maint. (Army Corps) | 800,000 |
| Subtotal Other Revenues | <u>4,394,548</u> |
| Total Source of Revenues – Water Operations | <u>\$ 119,702,948</u> |
| Sewer Revenues | |
| Operating Revenues | |
| Tax on Member Municipalities | \$ 53,076,600 |
| Revenue from Other Government Agencies | 16,492,350 |
| Other Sewer Revenues | 13,774,350 |
| Sewer User Charge Revenues | 14,578,258 |
| Subtotal Operating Revenues | <u>97,921,558</u> |
| Other Financing Sources | |
| DEEP Contingency | 1,980,000 |
| Contributions from Other Funds | 7,121,585 |
| Subtotal Other Financing Sources | <u>9,101,585</u> |
| Total Source of Revenues – Sewer Operations | <u>\$ 107,023,143</u> |
| Total Source of Revenues | <u><u>\$ 226,726,091</u></u> |

Water Utility Revenues

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

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 2025 totals \$119,702,948, an increase of \$8,871,794 or 8.0% above the prior year's appropriation.

The total Operating Revenues, including *Sale of Water* and *Other Operating Revenues*, increased by \$5,590,166 or 5.6% compared to the prior year's appropriation.

The total Non-Operating Revenues, including *Non-Operating Revenues*, *Contributions from Other Funds* and *West Branch Reservoir Maint. (Army Corps)*, increased by \$3,281,628 or 32.3% compared to the prior year's appropriation.

| Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|-----------------|-----------------|------------------|--------------|-------------|
| <u>OPERATING REVENUES</u> | | | | | |
| Sale of Water | \$91,459,085 | \$91,388,900 | \$96,863,796 | \$5,474,896 | |
| Other Operating Revenues | 8,871,900 | 9,278,912 | 9,394,182 | 115,270 | |
| Total Operating Revenues | 100,330,985 | 100,667,812 | 106,257,978 | 5,590,166 | 5.6% |
| <u>NON-OPERATING REVENUES</u> | | | | | |
| Non-Operating Revenues | \$2,364,497 | \$8,242,422 | \$9,050,422 | \$808,000 | |
| Contributions from Other Funds | 3,995,335 | 1,120,920 | 3,594,548 | 2,473,628 | |
| West Branch Reservoir Maint. (Army Corps) | 800,000 | 800,000 | 800,000 | - | |
| Total | 7,159,832 | 10,163,342 | 13,444,970 | 3,281,628 | 32.3% |
| Total Water Revenues | \$107,490,817 | \$110,831,154 | \$119,702,948 | \$8,871,794 | 8.0% |

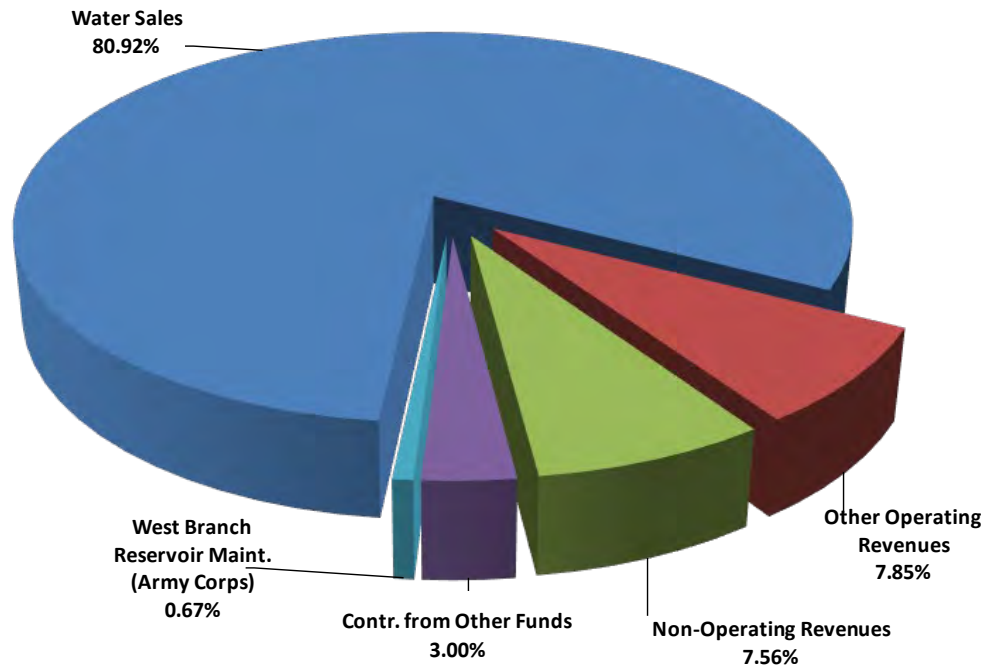
Operating Budget Revenues

Water Utility - Summary

| Description | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|----------------|----------------|----------------|-------------------|
| <u>OPERATING REVENUES</u> | | | | |
| Sale of Water | \$95,136,557 | \$96,968,253 | \$89,764,525 | \$90,400,138 |
| Other Operating Revenues | 8,350,089 | 8,976,481 | 9,047,936 | 9,341,196 |
| Total Operating Revenues | 103,486,646 | 105,944,734 | 98,812,460 | 99,741,334 |
| <u>NON-OPERATING REVENUES</u> | | | | |
| Non-Operating Revenues | \$1,571,064 | \$3,983,938 | \$8,715,432 | \$7,913,210 |
| Contributions from Other Funds | - | - | 3,995,335 | 1,120,920 |
| West Branch Reservoir Maint. (Army Corps) | - | - | - | 800,000 |
| Total | 1,571,064 | 3,983,938 | 12,710,767 | 9,834,130 |
| Total Water Revenues | \$105,057,710 | \$109,928,672 | \$111,523,227 | \$109,575,465 |

Operating Budget Revenues

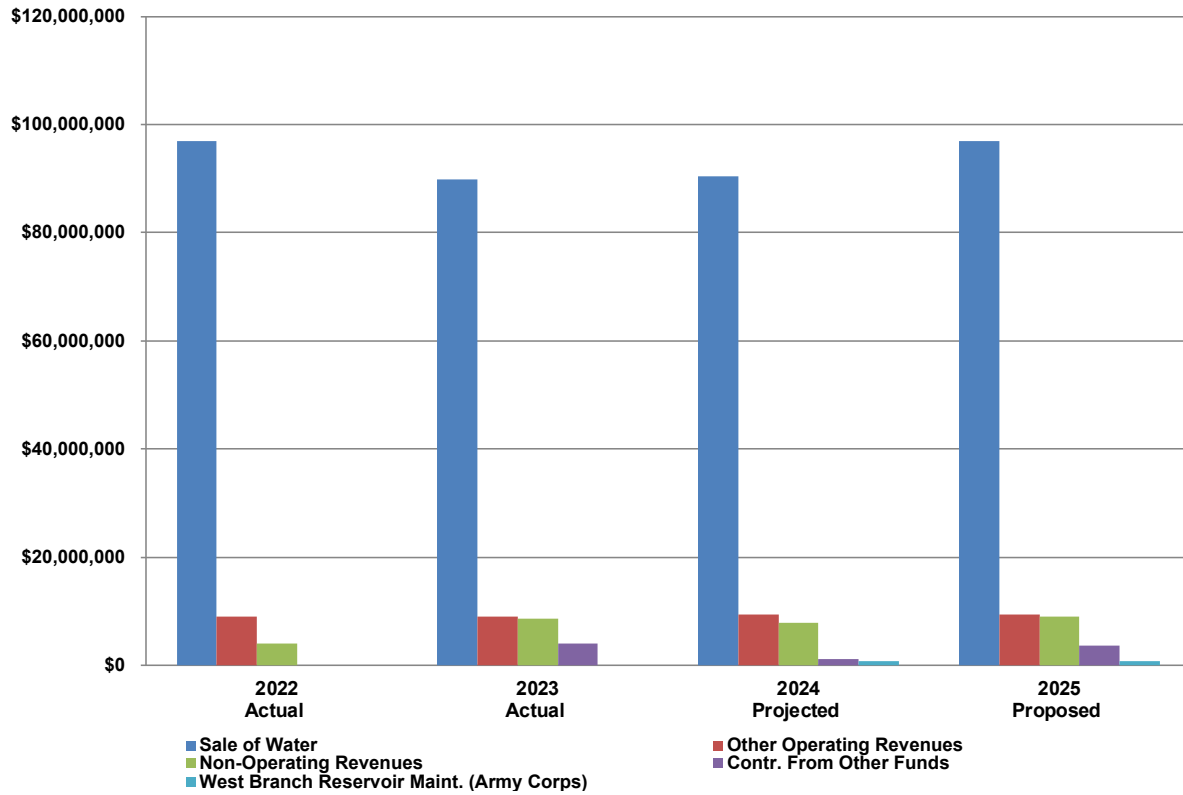
Water Utility - Sources of Revenue



| <u>Fund</u> | <u>Revenue</u> | <u>Percentage</u> |
|---|----------------------|-------------------|
| Water Sales | \$96,863,795 | 80.92% |
| Other Operating Revenues | 9,394,182 | 7.85% |
| Non-Operating Revenues | 9,050,422 | 7.56% |
| Contr. from Other Funds | 3,594,548 | 3.00% |
| West Branch Reservoir Maint. (Army Corps) | 800,000 | 0.67% |
| Total Revenues: | <u>\$119,702,948</u> | <u>100.00%</u> |

Operating Budget Revenues

Water Utility - Revenue History



| | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|---|----------------------|----------------------|----------------------|----------------------|
| Sale of Water | \$96,968,253 | \$89,764,525 | \$90,400,138 | \$96,863,796 |
| Other Operating Revenues | 8,976,481 | 9,047,936 | 9,341,196 | 9,394,182 |
| Non-Operating Revenues | 3,983,938 | 8,715,432 | 7,913,210 | 9,050,422 |
| Contr. From Other Funds | - | 3,995,335 | 1,120,920 | 3,594,548 |
| West Branch Reservoir Maint. (Army Corps) | - | - | 800,000 | 800,000 |
| | \$109,928,672 | \$111,523,227 | \$109,575,465 | \$119,702,948 |

Operating Budget Revenues

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 \$106,257,978, an increase of \$5,590,166 or 5.6% above the prior year's appropriation. It consists of two components: *Sale of Water* and *Other Operating Revenue*.

Sale of Water totals \$96,863,796, an increase of \$5,474,896 or 6.0% above prior year's appropriation. The increase is attributed to increased water consumption from 17.7M CCFs to 18.3M CCFs. The water rate is increasing from \$3.80 to \$3.91.

Other Operating Revenues are \$9,394,182, an increase of \$115,270 or 1.2% above the prior year's appropriation, primarily driven by increased *Hydrant Maintenance Fees*.

Operating Budget Revenues

Water Utility - Sale of Water & Other Operating Revenues

| Commitment Item | Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|--------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <u>SALE OF WATER</u> | | | | | | |
| | <u>SERVICE CHARGES</u> | | | | | |
| (1) | Domestic | \$20,678,100 | \$20,607,900 | \$21,482,190 | \$874,290 | |
| (2) | Commercial | 2,545,200 | 2,545,200 | 2,721,900 | 176,700 | |
| 417310 | Industrial | 327,100 | 327,100 | 249,600 | (77,500) | |
| (3) | Public Authorities | 753,400 | 753,400 | 649,100 | (104,300) | |
| (4) | Other Water Companies | 19,800 | 19,800 | 70,200 | 50,400 | |
| | Total | 24,323,600 | 24,253,400 | 25,172,990 | 919,590 | 3.8% |
| | <u>WATER USE CHARGE</u> | | | | | |
| (5) | Domestic | \$44,081,285 | \$44,081,300 | \$46,185,696 | \$2,104,396 | |
| (6) | Commercial | 14,538,800 | 14,538,800 | 16,734,514 | 2,195,714 | |
| 416310 | Industrial | 3,331,800 | 3,331,800 | 3,431,748 | 99,948 | |
| (7) | Public Authorities | 3,332,900 | 3,332,900 | 3,432,921 | 100,021 | |
| (8) | Other Water Companies | 1,850,700 | 1,850,700 | 1,905,927 | 55,227 | |
| | Total | 67,135,485 | 67,135,500 | 71,690,806 | 4,555,306 | 6.8% |
| | Total Sale of Water | 91,459,085 | 91,388,900 | 96,863,796 | 5,474,896 | 6.0% |
| <u>OTHER OPERATING REVENUES</u> | | | | | | |
| (9) | Hydrant Maintenance | \$1,684,500 | \$1,740,650 | \$1,855,920 | \$115,270 | |
| 419130 | Fire Protection Services | 6,032,000 | 6,032,000 | 6,032,000 | - | |
| 429220 | Water Billing Penalties | 925,000 | 1,275,862 | 1,275,862 | - | |
| 431280 | Cross-Connection/BackWater Fee | 230,400 | 230,400 | 230,400 | - | |
| | Total Other Operating Revenues | 8,871,900 | 9,278,912 | 9,394,182 | 115,270 | 1.2% |
| | | | | | | |
| | Total Operating Revenues | \$100,330,985 | \$100,667,812 | \$106,257,978 | \$5,590,166 | 5.6% |

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

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 repairing or relocating 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 launching 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 total Non-Operating Revenues, including *Contributions from Other Funds*, is \$13,444,970, an increase of \$3,281,628 or 32.3% above the previous year's appropriation.

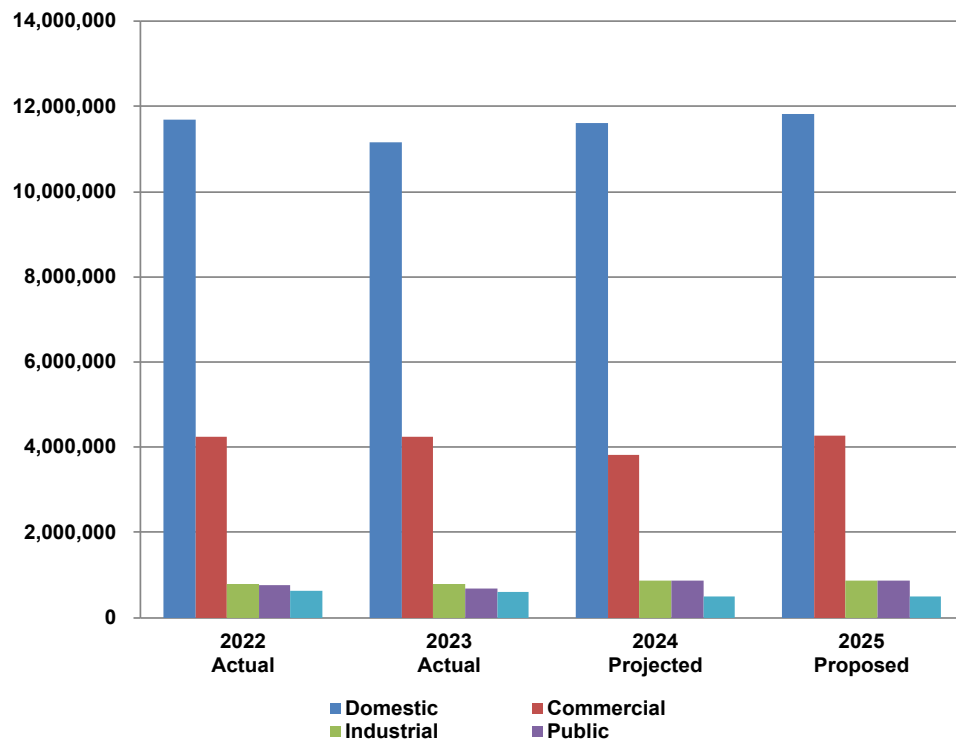
Non-Operating Revenues for 2025 are \$9,050,422, an increase of \$808,000 or 9.8% above the prior year's appropriation, primarily driven by higher *Miscellaneous Revenue* and *Sale of Material and Equipment*.

Contributions From Other Funds, including \$2,589,800 *Designated from Surplus*, \$1,004,748 from the *Internal Service Fund Contributions* and \$800,000 from the *West Branch Reservoir Maintenance (Army Corp)*, totaled \$4,394,548, an increase of \$2,473,628 or 128.8% from the prior year's appropriation.

| Commitment Item | Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|---|-----------------|-----------------|------------------|--------------|-------------|
| <u>NON-OPERATING REVENUES</u> | | | | | | |
| 431210 | Misc Revenue | \$100,000 | \$100,000 | \$778,000 | \$678,000 | |
| 431240 | Sale Of Material & Equipment | 120,000 | 120,000 | 250,000 | 130,000 | |
| 423100 | Interest Income - Investments | 633,000 | 5,600,000 | 5,600,000 | - | |
| 419510 | RRB- Labor ST | 30,000 | 467,844 | 467,844 | - | |
| 419550 | RRB- Contracts | 150,000 | 363,602 | 363,602 | - | |
| 429260 | Legal Recovery | 200,000 | 300,000 | 300,000 | - | |
| 429230 | Returned Check Fees | 1,000 | 60,000 | 60,000 | - | |
| 431020 | Forestry Sales | 200,000 | 256,000 | 256,000 | - | |
| 419610 | RRB- Premium Labor ST | 42,213 | 93,284 | 93,284 | - | |
| 419430 | Developers - PY/Materal/Equipment | 10,000 | 37,027 | 37,027 | - | |
| 453000 | Main Pipe Assessments | 35,000 | 55,000 | 55,000 | - | |
| 429210 | Collections & Liens | 200,000 | 220,000 | 220,000 | - | |
| 419400 | Bill Jobs | 206,951 | 217,220 | 217,220 | - | |
| 419910 | Fees: Water Tapping | 100,000 | 100,000 | 100,000 | - | |
| 419410 | Department of Transportation | 105,846 | 105,846 | 105,846 | - | |
| 431230 | Vendor Discount Revenue | 500 | 100 | 100 | - | |
| 431010 | Recreational Sales | 25,000 | 20,000 | 20,000 | - | |
| 423300 | Rental Revenue | 151,200 | 119,977 | 119,977 | - | |
| 419540 | RRB- Equipment | 53,787 | 6,522 | 6,522 | - | |
| | Total Non-Operating Revenues | \$2,364,497 | \$8,242,422 | \$9,050,422 | \$808,000 | 9.8% |
| <u>CONTRIBUTIONS FROM OTHER FUNDS</u> | | | | | | |
| 413040 | Designated from Surplus | - | - | 2,589,800 | 2,589,800 | |
| 413040 | West Branch Reservoir Maint. (Army Corps) | 800,000 | 800,000 | 800,000 | - | |
| 440040 | Internal Service Fund Contributions | 3,995,335 | 1,120,920 | 1,004,748 | (116,172) | |
| | Total Contributions From Other Funds | \$4,795,335 | \$1,920,920 | \$4,394,548 | \$2,473,628 | 128.8% |
| | Total Other Revenue | \$7,159,832 | \$10,163,342 | \$13,444,970 | \$3,281,628 | 32.3% |

Operating Budget Revenues

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



| | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|-------------------|-------------------|-------------------|-------------------|
| Domestic | 11,677,186 | 11,160,293 | 11,612,400 | 11,812,400 |
| Commercial | 4,241,926 | 4,240,975 | 3,830,000 | 4,280,000 |
| Industrial | 803,149 | 802,449 | 877,700 | 877,700 |
| Public | 762,867 | 688,732 | 878,000 | 878,000 |
| Other | 635,905 | 604,445 | 484,900 | 484,900 |
| Total | 18,121,033 | 17,496,894 | 17,683,000 | 18,333,000 |

* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

Taxation

Other Government Agencies

Other Sewer Revenues

Sewer User Revenues

Other Financing Sources

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 2025 is \$107,023,143, an increase of \$4,356,998 or 4.2% 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 \$7,110,215 or 7.8% above the prior year's appropriation.

Total Other Revenues composed of *DEEP Contingency* and *Contributions from Other Funds* decreased by \$2,753,217, or 23.2% below the prior year's appropriation.

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <u>SEWER REVENUES</u> | | | | | |
| Tax on Member Municipalities | \$53,076,600 | \$53,076,600 | \$53,076,600 | - | |
| Revenue from Other Govt. Agencies | 11,931,000 | 12,431,000 | 16,492,350 | 4,061,350 | |
| Other Sewer Revenues | 12,429,321 | 13,241,677 | 13,774,350 | 532,673 | |
| Sewer User Revenues | 11,584,900 | 12,062,066 | 14,578,258 | 2,516,192 | |
| Subtotal Operating Revenues | 89,021,821 | 90,811,343 | 97,921,558 | 7,110,215 | 7.8% |
| DEEP Contingency | 1,980,000 | 1,980,000 | 1,980,000 | - | |
| Contributions from Other Funds | 6,252,829 | 9,874,802 | 7,121,585 | (2,753,217) | |
| Subtotal Other Revenues | 8,232,829 | 11,854,802 | 9,101,585 | (2,753,217) | -23.2% |
| Total Sewer Revenues | \$97,254,650 | \$102,666,145 | \$107,023,143 | \$4,356,998 | 4.2% |

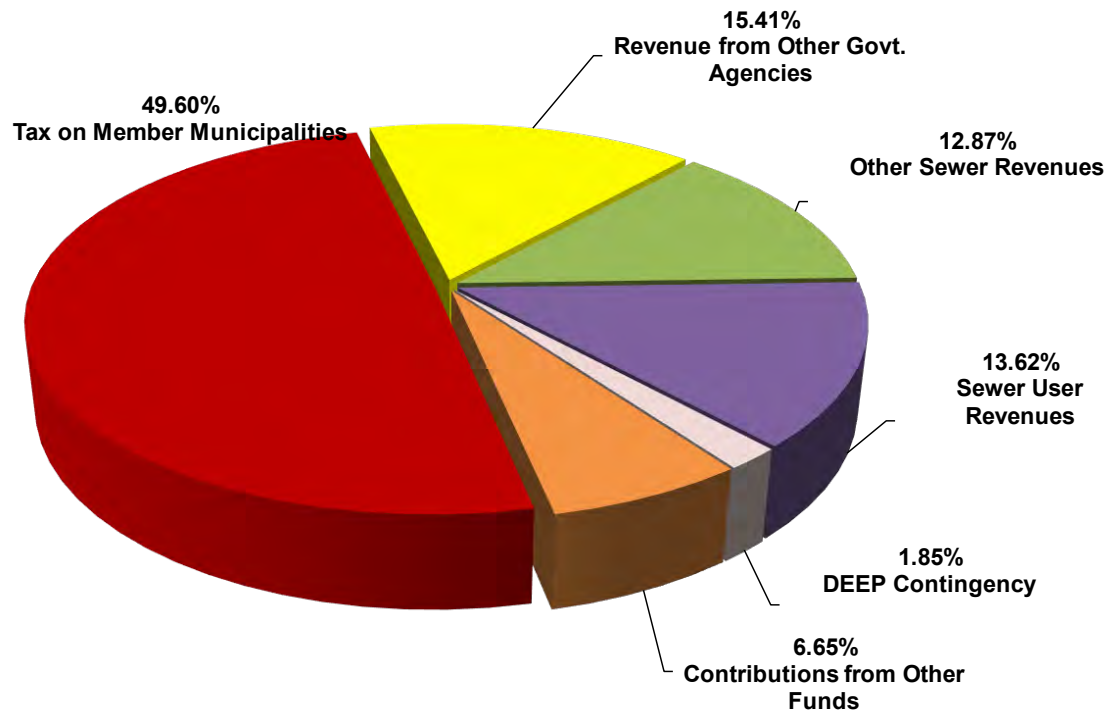
Operating Budget Revenues

Sewer - Summary

| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|-----------------------------------|----------------|----------------|----------------|-------------------|
| <u>SEWER REVENUES</u> | | | | |
| Tax on Member Municipalities | \$51,475,700 | \$53,076,600 | \$53,076,600 | \$53,076,600 |
| Revenue from Other Govt. Agencies | 11,070,994 | 10,747,754 | 14,189,522 | 12,858,384 |
| Other Sewer Revenues | 16,426,081 | 18,226,560 | 15,049,877 | 13,510,600 |
| Sewer User Revenues | 11,329,083 | 13,844,673 | 15,745,177 | 13,592,165 |
| Subtotal Operating Revenues | 90,301,858 | 95,895,587 | 98,061,176 | 93,037,749 |
| DEEP Contingency | - | - | - | 1,980,000 |
| Contributions from Other Funds | - | - | 6,252,829 | 9,874,802 |
| Subtotal Other Revenues | - | - | 6,252,829 | 11,854,802 |
| Total Sewer Revenues | \$90,301,858 | \$95,895,587 | \$104,314,005 | \$104,892,551 |

Operating Budget Revenues

Sewer - Sources of Revenue



Fund Source

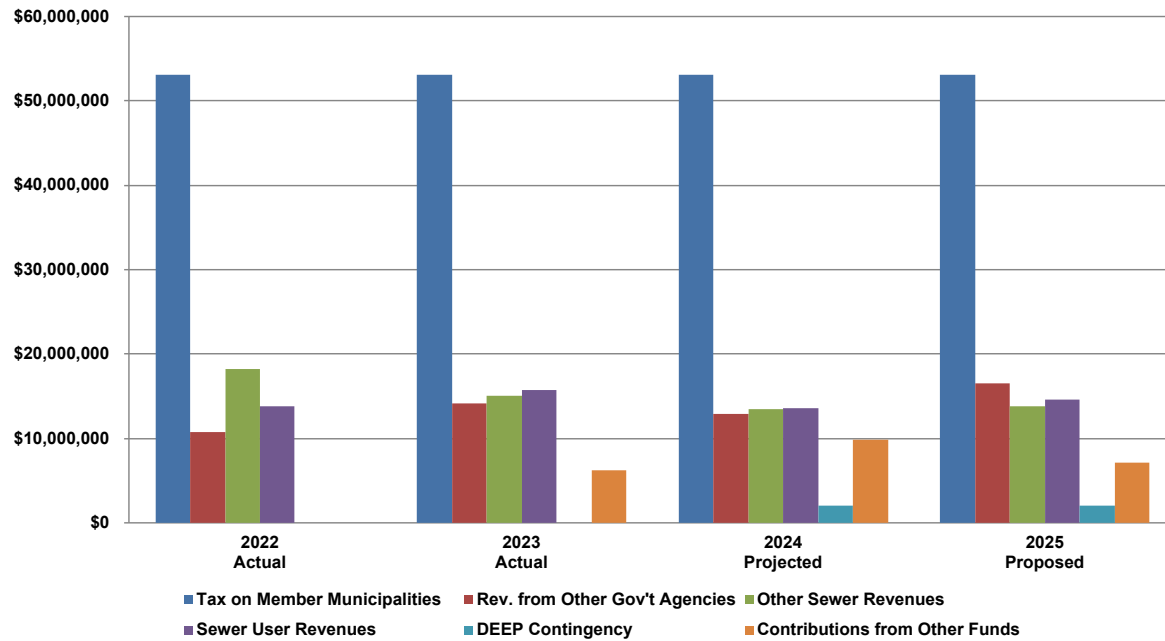
Tax on Member Municipalities
Revenue from Other Govt. Agencies
Other Sewer Revenues
Sewer User Revenues
DEEP Contingency
Contributions from Other Funds
Total Revenues:

Revenue Percentage

| | |
|----------------------|----------------|
| \$53,076,600 | 49.60% |
| 16,492,350 | 15.41% |
| 13,774,350 | 12.87% |
| 14,578,258 | 13.62% |
| 1,980,000 | 1.85% |
| 7,121,585 | 6.65% |
| \$107,023,143 | 100.00% |

Operating Budget Revenues

Sewer - Revenue History



| | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------------------------|---------------------|----------------------|----------------------|----------------------|
| Tax on Member Municipalities | \$53,076,600 | \$53,076,600 | \$53,076,600 | \$53,076,600 |
| Rev. from Other Gov't Agencies | 10,747,754 | 14,189,522 | 12,858,384 | 16,492,350 |
| Other Sewer Revenues | 18,226,560 | 15,049,877 | 13,510,600 | 13,774,350 |
| Sewer User Revenues | 13,844,673 | 15,745,177 | 13,592,165 | 14,578,258 |
| DEEP Contingency | - | - | 1,980,000 | 1,980,000 |
| Contributions from Other Funds | - | 6,252,829 | 9,874,802 | 7,121,585 |
| Total | \$95,895,587 | \$104,314,005 | \$104,892,551 | \$107,023,143 |

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 2025 will be equivalent to 50% of the total 2024 tax levy. This amount (when paid) will be subtracted from the total 2025 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 | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------|-----------------|-----------------|------------------|--------------|-------------|
| Member Municipalities | \$53,076,600 | \$53,076,600 | \$53,076,600 | - | 0.0% |

Operating Budget Revenues

Sewer - Tax on Member Municipalities

| | 2023 | 2024 | 2025 | \$ | % |
|-------------------|--------------|--------------|--------------|-----------|--------|
| Ad Valorem Budget | Adopted | Adopted | Proposed | Change | Change |
| Hartford | \$13,923,310 | \$13,826,795 | \$13,817,887 | (\$8,908) | -0.1% |
| East Hartford | 6,227,300 | 6,178,995 | 6,130,552 | (48,443) | -0.8% |
| Newington | 4,776,720 | 4,767,023 | 4,791,089 | 24,066 | 0.5% |
| Wethersfield | 4,266,270 | 4,270,903 | 4,239,858 | (31,045) | -0.7% |
| Windsor | 4,712,920 | 4,751,783 | 4,795,922 | 44,139 | 0.9% |
| Bloomfield | 3,831,630 | 3,869,023 | 3,750,383 | (118,640) | -3.1% |
| Rocky Hill | 3,294,640 | 3,352,445 | 3,373,184 | 20,739 | 0.6% |
| West Hartford | 12,043,810 | 12,059,633 | 12,177,725 | 118,092 | 1.0% |
| Total | \$53,076,600 | \$53,076,600 | \$53,076,600 | - | - |

| | 2023 | 2024 | 2025 |
|------------------|---------|---------|----------|
| Tax % (3yr avg.) | Adopted | Adopted | Proposed |
| Hartford | 26.23% | 26.05% | 26.03% |
| East Hartford | 11.73% | 11.64% | 11.55% |
| Newington | 9.00% | 8.98% | 9.03% |
| Wethersfield | 8.04% | 8.05% | 7.99% |
| Windsor | 8.88% | 8.95% | 9.04% |
| Bloomfield | 7.22% | 7.29% | 7.07% |
| Rocky Hill | 6.21% | 6.32% | 6.36% |
| West Hartford | 22.69% | 22.72% | 22.94% |
| 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.

| 2025 Installment Schedule | | | | | |
|---------------------------|--------------|--------------|--------------|--------------|--------------|
| Installment Date | 1/15/2025 | 4/16/2025 | 7/16/2025 | 10/15/2025 | Total |
| Hartford | \$3,432,569 | \$3,432,569 | \$3,476,375 | \$3,476,375 | \$13,817,887 |
| East Hartford | 1,532,672 | 1,532,672 | 1,532,604 | 1,532,604 | 6,130,552 |
| Newington | 1,189,331 | 1,189,331 | 1,206,214 | 1,206,214 | 4,791,089 |
| Wethersfield | 1,068,884 | 1,068,884 | 1,051,045 | 1,051,045 | 4,239,858 |
| Windsor | 1,197,662 | 1,197,662 | 1,200,299 | 1,200,299 | 4,795,922 |
| Bloomfield | 976,604 | 976,604 | 898,588 | 898,588 | 3,750,383 |
| Rocky Hill | 852,563 | 852,563 | 834,029 | 834,029 | 3,373,184 |
| West Hartford | 3,018,863 | 3,018,863 | 3,070,000 | 3,070,000 | 12,177,725 |
| Total | \$13,269,148 | \$13,269,148 | \$13,269,152 | \$13,269,152 | \$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 2025 is \$16,492,350, an increase of \$4,061,350 or 32.7% over the prior year's appropriation.

- The increase is driven by a \$4,000,000 rise in *Sludge Services* and \$61,350 in *Liquid Waste Discharge*.

| Commitment Item | Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|----------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <u>OTHER GOVERNMENT AGENCIES</u> | | | | | | |
| 421210 | IGR-Sludge Services | \$6,000,000 | \$6,500,000 | \$10,500,000 | \$4,000,000 | |
| 421220 | IGR-Liquid Waste Discharge | 5,900,000 | 5,900,000 | 5,961,350 | 61,350 | |
| 421230 | IGR-Hazardous Waste | 31,000 | 31,000 | 31,000 | - | |
| | Total | \$11,931,000 | \$12,431,000 | \$16,492,350 | \$4,061,350 | 32.7% |

Operating Budget Revenues

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 2025 is \$13,774,350, an increase of \$532,673 or 4.0% from the prior year's appropriation.

- The increase is primarily driven by increased revenue from *Sewer Customer Service Charge, Septage Fees, Fog Fees, and Fines& penalties.*

| Commitment Item | Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|------------------------------------|-----------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <u>OTHER SEWER REVENUES</u> | | | | | | |
| 411010 | Septage Fees | \$950,000 | \$975,000 | \$1,400,000 | \$425,000 | |
| 411020 | Fog Fees | 236,000 | 236,000 | 253,500 | 17,500 | |
| 417830 | Sewer Customer Service Charge | 9,869,800 | 10,400,200 | 10,494,600 | 94,400 | |
| 419400 | Bill Jobs | 20,000 | 20,000 | 20,000 | - | |
| 419430 | Developers - PY/Materal/Equipment | 575,000 | - | - | - | |
| 419510 | RRB-Equipment | 15,000 | 15,000 | 15,000 | - | |
| 419540 | RRB-Labor ST | 21,515 | 21,500 | 21,500 | - | |
| 419550 | RRB- Contracts | 60,000 | 60,000 | 60,000 | - | |
| 419610 | RRB-Lbr Add & Ovrhd | 21,106 | 28,827 | 21,100 | (7,727) | |
| 423300 | Rental Revenue | 153,800 | 153,800 | 153,800 | - | |
| 429200 | Rebates & Reimbursements | 50,000 | 150,000 | 150,000 | - | |
| 429210 | Collections & Liens | 100 | 100 | 100 | - | |
| 431100 | Fines and Penalties | 3,500 | - | 3,500 | 3,500 | |
| 431210 | Misc Revenue | 150,000 | 150,000 | 150,000 | - | |
| 431230 | Vendor Discount Revenue | 500 | 250 | 250 | - | |
| 431240 | Sale Of Material & Equipment | 150,000 | 175,000 | 175,000 | - | |
| 431250 | PMU Overhead | - | - | - | - | |
| | Total | \$12,276,321 | \$12,385,677 | \$12,918,350 | \$532,673 | 4.3% |
| <u>INVESTMENT INCOME</u> | | | | | | |
| 423100 | Interest Income - Investments | 153,000 | 856,000 | 856,000 | - | 0.0% |
| | Total | \$153,000 | \$856,000 | \$856,000 | - | |
| | Total Other Sewer Revenues | \$12,429,321 | \$13,241,677 | \$13,774,350 | \$532,673 | 4.0% |

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 2025 is \$14,578,258, an increase of \$2,516,192 or 20.9% above the prior year's appropriation.

- Primarily driven by an increase in *High Flow Users*, *User Charges: Tax Exempt*, *User Charges: High Strength* and *User Charges: Bradley/E Granby* with a decrease in *Late Payment Charges*.

| Commitment | | 2023 | 2024 | 2025 | \$ | % |
|----------------------------------|-----------------------------------|--------------|--------------|--------------|-------------|--------|
| Item | Description | Adopted | Adopted | Proposed | Change | Change |
| <u>SEWER USER REVENUE</u> | | | | | | |
| (1) | High Flow Users (Net of Reserves) | \$1,700,000 | \$1,700,000 | \$3,900,000 | \$2,200,000 | |
| 415020 | User Charges: Tax Exempt | 6,360,000 | 6,363,028 | 6,364,158 | 1,130 | |
| 415110 | User Charges: High Strength | 600,000 | 600,000 | 770,000 | 170,000 | |
| 415010 | SUC-Town of Farmington | 196,400 | 184,700 | 184,700 | - | |
| 415010 | SUC-Town of South Windsor | 17,700 | 17,700 | 17,700 | - | |
| 415010 | SUC-Town of Manchester | 180,000 | 180,000 | 180,000 | - | |
| 415010 | Town of Cromwell | - | 11,700 | 11,700 | - | |
| 415030 | User Charges: Bradley/E Granby | 1,280,800 | 1,280,800 | 1,900,000 | 619,200 | |
| 429220 | Late Payment Charge | 1,250,000 | 1,724,138 | 1,250,000 | (474,138) | |
| | Total | \$11,584,900 | \$12,062,066 | \$14,578,258 | \$2,516,192 | 20.9% |

(1) 415210, 415220, 415230

Operating Budget Revenues

Sewer - Other Financing Sources

Source Description

Contributions (to) from Other Funds emanate from surpluses derived when revenues exceed expenditures. 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, to support operations while maintaining a prudent reserve. Transfers have been made from the surpluses within *the Assessable Sewer Fund, Internal Service Fund, and Hydroelectric Fund* to support sewer operations in 2025.

Budget Commentary

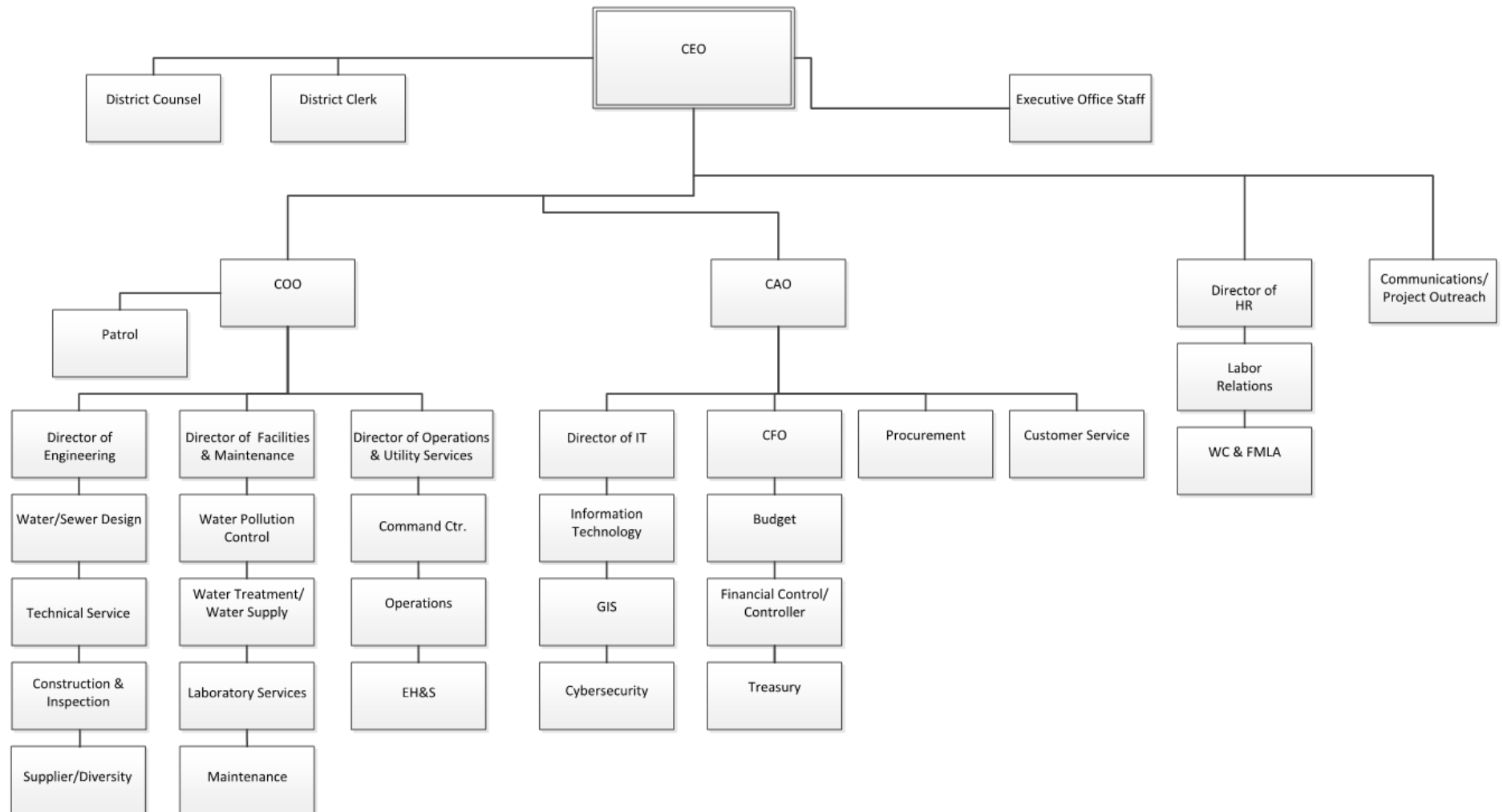
The drivers are as follows:

- A *DEEP Contingency* of \$1,980,000 remains the same for 2025.
- The contribution from the *Designated from Surplus* increased by \$5,538,712.
- The contribution from the *Internal Service Fund* of \$404,326 decreased by \$4,416,476.
- The contribution from the *Hydroelectric Fund* of \$1,178,547 decreased by \$375,453.
- The contribution from the *Assessable Fund* decreased by \$3,500,000.

| Commitment Item | Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--------------------------------------|--------------|--------------|---------------|---------------|----------|
| 440020 | DEEP Contingency | \$1,980,000 | \$1,980,000 | \$1,980,000 | - | |
| | Total | 1,980,000 | 1,980,000 | 1,980,000 | - | 0.0% |
| | Contributions (to) from Other Funds | | | | | |
| 431260 | Designated from Surplus | - | - | 5,538,712 | 5,538,712 | |
| 440040 | Internal Service Fund Contributions | 6,252,829 | 4,820,802 | 404,326 | (4,416,476) | |
| 440040 | Hydro | - | 1,554,000 | 1,178,547 | (375,453) | |
| 440040 | Assessable | - | 3,500,000 | - | (3,500,000) | |
| | Total Contributions From Other Funds | \$6,252,829 | \$9,874,802 | \$7,121,585 | (\$2,753,217) | -27.9% |
| | Total Other Revenues | \$8,232,829 | \$11,854,802 | \$9,101,585 | (\$2,753,217) | -23.2% |

Operating Budget Expenditures

The Metropolitan District



Operating Budget Expenditures

Summary

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

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

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

The Operations section of the budget book includes the Chief Operations Office, Engineering & Planning, Facilities & Maintenance, Operations, Patrol, Utility Services 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 2024, there were approximately 431 active full-time employees at The Metropolitan District.

Operating Budget Expenditures

Expenditure Appropriations

The District's proposed expenditure budget for 2025 totals \$226,726,091, a \$13,228,792 or 6.2% increase from the appropriation level proposed in support of 2024 operations and programs.

| Budget Appropriations | Sewer | Water | Total |
|-------------------------------------|----------------------|----------------------|----------------------|
| District Board | \$316,540 | \$329,460 | \$646,000 |
| Executive Office | 1,591,863 | 1,656,839 | 3,248,702 |
| Legal | 784,478 | 816,498 | 1,600,976 |
| Administrative Office | 366,954 | 381,933 | 748,887 |
| Finance | 3,354,336 | 3,491,254 | 6,845,590 |
| Information Technology | 3,497,734 | 7,101,461 | 10,599,195 |
| Engineering and Planning | 185,710 | 193,290 | 379,000 |
| Water Treatment & Supply | - | 9,320,707 | 9,320,707 |
| Water Pollution Control | 21,963,385 | - | 21,963,385 |
| Laboratory Services | 815,408 | 883,359 | 1,698,767 |
| Maintenance | 6,713,549 | 6,987,571 | 13,701,120 |
| Chief Operating Office | 261,837 | 272,525 | 534,362 |
| Environment, Health and Safety | 639,033 | 665,116 | 1,304,149 |
| Command Center | 2,258,377 | 4,383,908 | 6,642,285 |
| Operations | 3,988,392 | 11,965,177 | 15,953,569 |
| Patrol | - | 1,390,701 | 1,390,701 |
| Debt Service | 42,129,956 | 45,491,854 | 87,621,810 |
| Employee Benefits | 13,243,647 | 16,186,680 | 29,430,327 |
| General Insurance | 946,077 | 1,419,116 | 2,365,193 |
| Taxes and Fees | - | 3,810,500 | 3,810,500 |
| Special Agreements and Programs | 1,985,866 | 2,955,000 | 4,940,866 |
| Contingencies | 1,980,000 | - | 1,980,000 |
| Total Water and Sewer Budget | \$107,023,143 | \$119,702,948 | \$226,726,091 |

District Board

Executive – District Board Budget Summary

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 2025 is \$646,000, an increase of \$93,925 or 17.0% above prior years appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Increase of \$93,925 or 17.0% above the prior year's appropriation.

- *Meeting Expenses* and *Outside Services* increased to accommodate an increase for the Consumer Advocate mandated by state legislative, licensing fees for Monday.com, and anticipated rising costs based on historical trends.

Operating Budget Expenditures

1100010010

Executive – District Board Budget Summary

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-----------------|-----------------|------------------|---------------|--------------|
| | <u>Operations</u> | | | | | |
| 511110 | Business Travel | 25,500 | 15,000 | 15,000 | - | |
| 511120 | Meeting Expenses | 35,000 | 35,000 | 85,000 | 50,000 | |
| 511220 | Dues & Memberships | 110,000 | 110,000 | 110,000 | - | |
| 512010 | Auditing/Finance Services | 155,000 | 177,075 | 175,000 | (2,075) | |
| 512080 | Outside Services | 195,000 | 210,000 | 256,000 | 46,000 | |
| 513010 | Office Supplies | 5,000 | 5,000 | 5,000 | - | |
| | Total Expenditure Classification | 525,500 | 552,075 | 646,000 | 93,925 | 17.0% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 257,500 | 270,516 | 316,540 | 46,023 | |
| | Water Allocation 51% | 268,000 | 281,559 | 329,460 | 47,902 | |
| | Total Funding Allocation | 525,500 | 552,075 | 646,000 | 93,925 | 17.0% |

Operating Budget Expenditures

1100010010

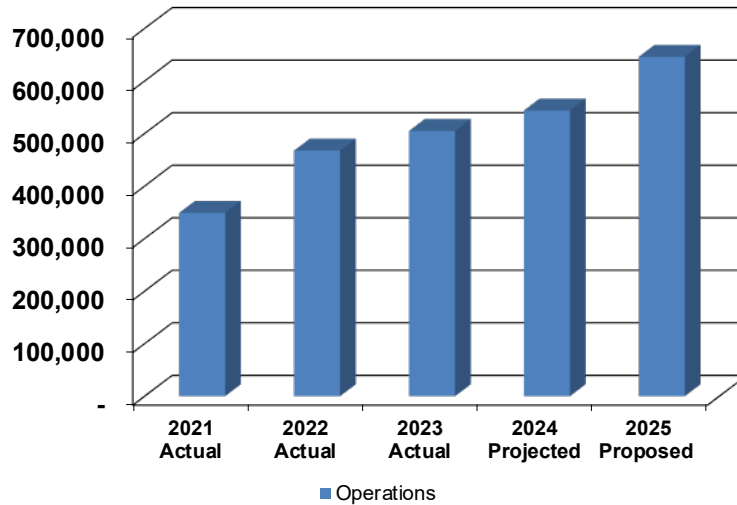
Executive – District Board Budget Summary

| Commitment Item Expenditure Classification | | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|---------------------------|----------------|----------------|----------------|-------------------|
| <u>Operations</u> | | | | | |
| 511100 | Seminars & Conventions | - | 732 | - | - |
| 511110 | Business Travel | - | - | 362 | - |
| 511120 | Meeting Expenses | 14,276 | 27,051 | 35,713 | 27,729 |
| 511220 | Dues & Memberships | - | 120,000 | 110,000 | 110,000 |
| 512010 | Auditing/Finance Services | 151,566 | 128,000 | 157,670 | 166,090 |
| 512080 | Outside Services | 182,545 | 190,122 | 198,988 | 237,091 |
| 513010 | Office Supplies | 327 | 1,550 | 2,126 | 2,892 |
| Total Expenditure Classification | | 348,714 | 467,455 | 504,859 | 543,802 |
| <u>Funding Allocation</u> | | | | | |
| Sewer Allocation 49% | | 170,900 | 229,100 | 247,400 | 266,462 |
| Water Allocation 51% | | 177,814 | 238,355 | 257,459 | 277,340 |
| Total Funding Allocation | | 348,714 | 467,455 | 504,859 | 543,802 |

Operating Budget Expenditures

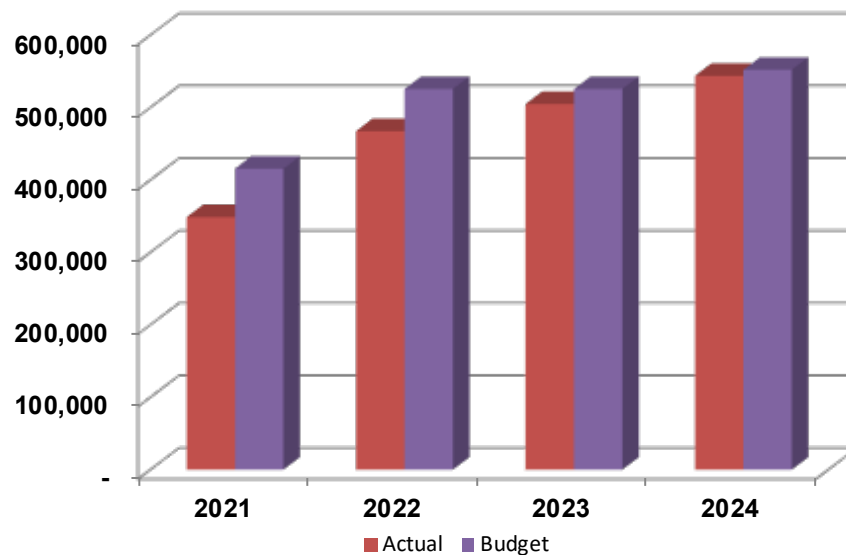
Executive – District Board Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Payroll | - | - | - | - | - |
| Operations | 348,714 | 467,455 | 504,859 | 543,802 | 646,000 |
| Maintenance | - | - | - | - | - |
| Total | 348,714 | 467,455 | 504,859 | 543,802 | 646,000 |

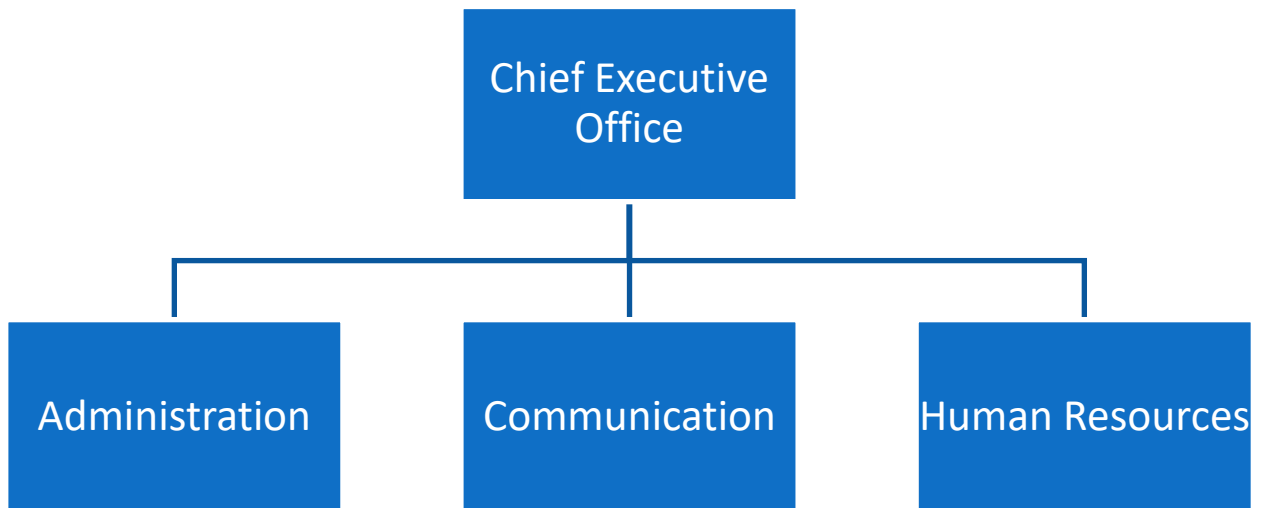
Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|---------------|---------------|---------------|--------------|
| Budget | 415,500 | 525,500 | 525,500 | 552,075 |
| Actual | 348,714 | 467,455 | 504,859 | 543,802 |
| Variance | 66,786 | 58,045 | 20,641 | 8,273 |

Chief Executive Office

Administration
Communications
Human Resources



Operating Budget Expenditures

Executive – CEO – Budget Summary

Description

The Chief Executive Office oversees the Administration, Communications, and Human Resources departments.

Budget Commentary

The proposed Chief Executive Office budget totals \$3,248,702, increasing by \$19,276 or 0.6% above 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 decreased in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|------------------|------------------|------------------|---------------|--------------|
| <i>Summary by Activity</i> | | | | | |
| Administration | 1,052,203 | 1,177,168 | 1,260,003 | 82,835 | |
| Communications | 628,431 | 624,123 | 261,000 | (363,123) | |
| Human Resources | 1,541,649 | 1,428,135 | 1,727,699 | 299,564 | |
| Total Summary by Activity | 3,222,283 | 3,229,426 | 3,248,702 | 19,276 | 0.6% |
| <i>Summary by Major Accounts</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 2,033,508 | 2,026,426 | 1,946,002 | (80,424) | |
| Overtime 100% | 1,800 | 1,800 | 1,800 | - | |
| Overtime 150% | 2,000 | 2,000 | 20,000 | 18,000 | |
| Overtime 200% | - | - | - | - | |
| Temporary Help | 260,000 | 230,000 | 300,000 | 70,000 | |
| Standby & Premium Pay | - | - | - | - | |
| Longevity Pay | 3,275 | 3,100 | 2,600 | (500) | |
| Total Payroll | 2,300,583 | 2,263,326 | 2,270,402 | 7,076 | 0.3% |
| Operations | 921,700 | 966,100 | 978,300 | 12,200 | |
| Maintenance | - | - | - | - | |
| Capital | - | - | - | - | |
| Total Summary by Major Accounts | 3,222,283 | 3,229,426 | 3,248,702 | 19,276 | 0.0% |
| <i>Funding Allocation</i> | | | | | |
| Sewer Allocation 49% | 1,578,900 | 1,582,418 | 1,591,863 | 9,444 | |
| Water Allocation 51% | 1,643,383 | 1,647,008 | 1,656,839 | 9,832 | |
| Total Funding Allocation | 3,222,283 | 3,229,426 | 3,248,702 | 19,276 | 0.6% |
| <i>Authorized Positions</i> | | | | | |
| Administration | 4 | 4 | 4 | - | |
| Communications | 2 | 2 | - | (2) | |
| Human Resources | 7 | 6 | 7 | 1 | |
| Total Authorized Positions | 13 | 12 | 11 | (1) | -8.3% |

Operating Budget Expenditures

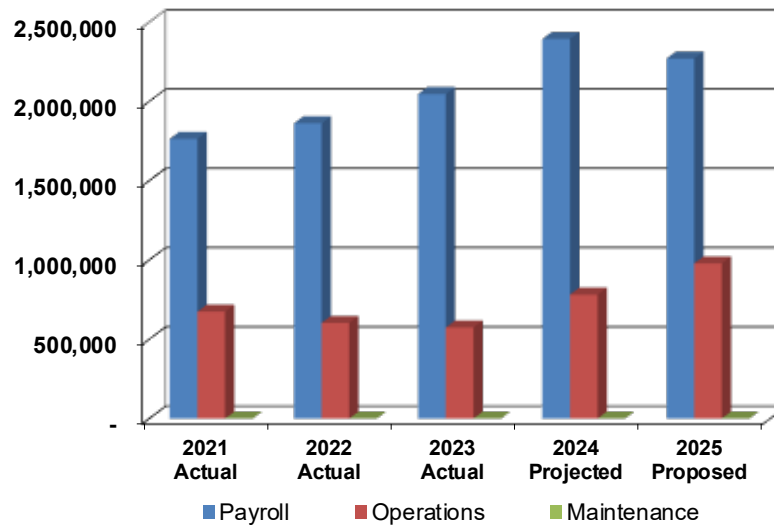
Executive – CEO – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|------------------|------------------|------------------|-------------------|
| <i>Summary by Activity</i> | | | | |
| Administration | 908,160 | 928,934 | 959,005 | 1,105,089 |
| Communications | 431,587 | 438,793 | 473,819 | 554,265 |
| Human Resources | 1,098,643 | 1,097,694 | 1,188,250 | 1,516,307 |
| Total Summary by Activity | 2,438,390 | 2,465,421 | 2,621,074 | 3,175,660 |
| <i>Summary by Major Accounts</i> | | | | |
| Payroll | | | | |
| Regular Pay | 1,750,511 | 1,788,079 | 1,942,080 | 2,160,638 |
| Overtime 100% | 461 | 580 | 337 | 330 |
| Overtime 150% | 56 | 259 | - | - |
| Overtime 200% | - | - | - | - |
| Temporary Help | 9,262 | 70,474 | 101,492 | 230,000 |
| Standby & Premium Pay | - | - | - | - |
| Longevity Pay | 3,525 | 2,825 | 3,000 | 3,100 |
| Total Payroll | 1,763,815 | 1,862,217 | 2,046,909 | 2,394,068 |
| Operations | 674,575 | 603,204 | 574,165 | 781,593 |
| Maintenance | - | - | - | - |
| Capital | - | - | - | - |
| Total Summary by Major Accounts | 2,438,390 | 2,465,421 | 2,621,074 | 3,175,660 |
| <i>Funding Allocation</i> | | | | |
| Sewer Allocation 49% | 1,194,800 | 1,208,100 | 1,284,300 | 1,556,072 |
| Water Allocation 51% | 1,243,590 | 1,257,321 | 1,336,774 | 1,619,588 |
| Total Funding Allocation | 2,438,390 | 2,465,421 | 2,621,074 | 3,175,660 |

Operating Budget Expenditures

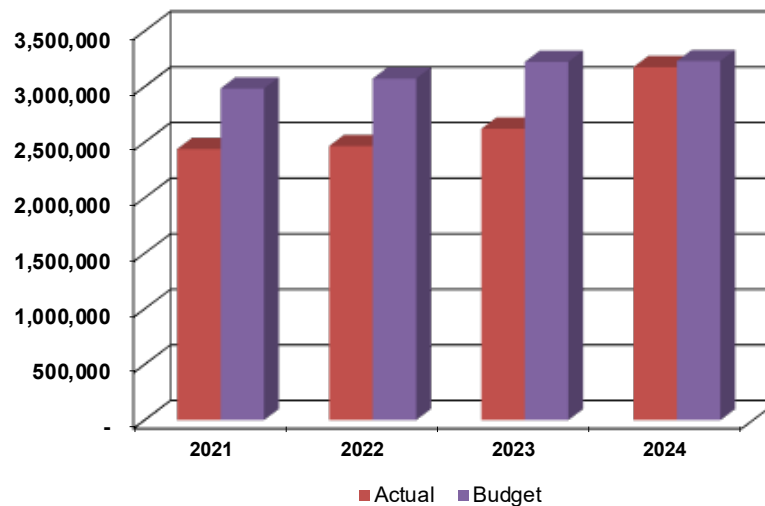
Executive – CEO – Budget Summary

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 1,763,815 | 1,862,217 | 2,046,909 | 2,394,068 | 2,270,402 |
| Operations | 674,575 | 603,204 | 574,165 | 781,593 | 978,300 |
| Maintenance | - | - | - | - | - |
| Total | 2,438,390 | 2,465,421 | 2,621,074 | 3,175,660 | 3,248,702 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 2,983,600 | 3,073,067 | 3,222,283 | 3,229,426 |
| Actual | 2,438,390 | 2,465,421 | 2,621,074 | 3,175,660 |
| Variance | 545,210 | 607,646 | 601,209 | 53,766 |

Executive – CEO – Administration

Description

The Chief Executive Officer is appointed by the District Board and is responsible for implementing the board's policies and providing overall management of District programs and operations. As the Commission's primary policy advisor, the CEO provides staff support to the District Board and its bureaus and committees and also serves as the primary liaison between the District and various federal, state, regional, and local officials and agencies: Compilation of meeting agendas and finalization of minutes; the coordination and control of Commission, bureau and committee meetings and public hearings; and management of the sewer and water assessment programs.

Budget Commentary

The proposed Chief Executive Office - Administration budget for the coming year is \$1,260,003, increasing by \$82,835 or 7.0% above the prior year's appropriation. There are no changes in the budgeted positions in 2025.

Payroll: Increase of \$32,835 or 4.0% above the prior year's appropriation.

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

Operations: Increase of \$50,000 or 13.8% above the prior year's appropriation.

- *Consultant Services* increased \$50,000 to accommodate the Climate Management Study in 2025; while various other accounts align with historical spend.

Operating Budget Expenditures

1200010010

Executive – CEO – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|---------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 777,228 | 812,393 | 845,128 | 32,735 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 1,475 | 1,475 | 1,575 | 100 | |
| | Total Payroll | 778,703 | 813,868 | 846,703 | 32,835 | 4.0% |
| | <i>Operations</i> | | | | | |
| 511040 | Employee Activities | 30,000 | 40,000 | 46,000 | 6,000 | |
| 511110 | Business Travel | 3,500 | 3,500 | 3,700 | 200 | |
| 511120 | Meeting Expenses | 12,000 | 12,000 | 11,800 | (200) | |
| 511210 | Books & Periodicals | 700 | 500 | 500 | - | |
| 511220 | Dues & Memberships | 83,000 | 83,000 | 83,000 | - | |
| 512070 | Consultant Services | - | 100,000 | 150,000 | 50,000 | |
| 512080 | Outside Services | 39,300 | 19,300 | 19,300 | - | |
| 512110 | Legal Advertising | 12,000 | 12,000 | 12,000 | - | |
| 512340 | Liens & Caveats Certification | 86,000 | 86,000 | 80,000 | (6,000) | |
| 513010 | Office Supplies | 6,000 | 6,000 | 6,000 | - | |
| 519070 | Community Outreach - Public Info. | 1,000 | 1,000 | 1,000 | - | |
| | Total Operations | 273,500 | 363,300 | 413,300 | 50,000 | 13.8% |
| | Total Expenditure Classification | 1,052,203 | 1,177,168 | 1,260,003 | 82,835 | 7.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 515,600 | 576,812 | 617,401 | 40,589 | |
| | Water Allocation 51% | 536,603 | 600,356 | 642,602 | 42,246 | |
| | Total Funding Allocation | 1,052,203 | 1,177,168 | 1,260,003 | 82,835 | 7.0% |
| | <i>Authorized Positions</i> | | | | | |
| | Assistant to CEO | 1 | 1 | 1 | - | |
| | Chief Executive Officer | 1 | 1 | 1 | - | |
| | Executive Assistant | 1 | 1 | 1 | - | |
| | Executive Assistant OOC | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 4 | 4 | 4 | - | 0.0% |

Executive – CEO – Communications

Description

The Communications 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 developing and distributing various communication vehicles, including the District bill insert, newsletter, and TV program.

Budget Commentary

The 2025 proposed budget for the Communication Department totals \$261,000, decreasing by \$363,123 or 58.2% below the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

Payroll: Decrease of \$307,123 or 100% below the prior year's appropriation.

- Two Special Services Administrators have been transferred from Communications (1200010020) to Engineering Services (C1H03).

Operations: Decrease of \$56,000 or 17.7% below the prior year's appropriation.

- *Public Information, Consultant Services, Outside Services and Public Information Supplies* are decreasing based on anticipated costs.

Operating Budget Expenditures

1200010020

Executive – CEO – Communications

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|------------------|----------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 280,556 | 306,248 | - | (306,248) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 875 | 875 | - | (875) | |
| | <i>Total Payroll</i> | 281,431 | 307,123 | - | (307,123) | -100.0% |
| | <i>Operations</i> | | | | | |
| 511100 | Seminars & Conventions | 2,000 | 2,000 | 5,000 | 3,000 | |
| 511120 | Meeting Expenses | 3,000 | 1,000 | 1,000 | - | |
| 511210 | Books & Periodicals | 87,000 | 87,000 | 87,000 | - | |
| 511240 | Public Information | 14,500 | 14,500 | - | (14,500) | |
| 512070 | Consultant Services | 138,000 | 123,000 | 100,000 | (23,000) | |
| 512080 | Outside Services | 62,000 | 50,000 | 25,000 | (25,000) | |
| 513010 | Office Supplies | 3,000 | 3,000 | 5,000 | 2,000 | |
| 513070 | Public Information Supplies | 11,000 | 10,000 | 5,000 | (5,000) | |
| 519070 | Community Outreach - Public Info. | 21,000 | 21,000 | 25,000 | 4,000 | |
| 519090 | Advertising | 5,500 | 5,500 | 8,000 | 2,500 | |
| | <i>Total Operations</i> | 347,000 | 317,000 | 261,000 | (56,000) | -17.7% |
| | <i>Total Expenditure Classification</i> | 628,431 | 624,123 | 261,000 | (363,123) | -58.2% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 307,900 | 305,820 | 127,890 | (177,931) | |
| | Water Allocation 51% | 320,531 | 318,303 | 133,110 | (185,192) | |
| | <i>Total Funding Allocation</i> | 628,431 | 624,123 | 261,000 | (363,123) | -58.2% |
| | <i>Authorized Positions</i> | | | | | |
| | Special Services Administrator | 2 | 2 | - | (2) | |
| | <i>Total Authorized Positions</i> | 2 | 2 | - | (2) | -100.0% |

Executive – CEO – Human Resources

Description

The Director of Human Resources has oversight responsibility for all human resources functions, including Education and Training; Employee Benefits Administration; Employee Relations and Human Resources Administration.

The Human Resources Department is responsible for providing a full range of human resources services to MDC employees at multiple work sites. Human Resources' core functions and responsibilities include policy development; risk services; job design; classification and reclassification; recruitment and retention; forecasting and succession planning; training and staff development; compensation administration; employee relations and communication; performance management; strategic planning; Human Resources Information Systems (HRIS); benefits administration; complaint resolution; recognition efforts; and quality and process improvement initiatives.

Budget Commentary

The 2025 proposed budget for the Human Resources department totals \$1,727,699, increasing by \$299,564 or 21.0% above the prior year's appropriation. The following position(s) were added in 2025: HR Generalist (1200010030).

Payroll: Increase of \$281,364 or 24.6% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees further increased by the addition of one FTE.
- *Temporary Pay* is increasing by \$70,000 based on anticipated costs.
- *Longevity Pay* is increasing based on participation.

Operations: Increase of \$18,200 or 6.4% above the prior year's appropriation.

- *Medical Services* is increasing to accommodate the MDC wellness programs for employees.
- *Employee Testing & Recruiting* is increasing based on a planned increase in recruitment and outreach activities.

Operating Budget Expenditures

1200010030

Executive – CEO – Human Resources

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|----------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 975,724 | 907,785 | 1,100,874 | 193,089 | |
| 501030 | Overtime 100% | 1,800 | 1,800 | 1,800 | - | |
| 501040 | Overtime 150% | 2,000 | 2,000 | 20,000 | 18,000 | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | 260,000 | 230,000 | 300,000 | 70,000 | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 925 | 750 | 1,025 | 275 | |
| | Total Payroll | 1,240,449 | 1,142,335 | 1,423,699 | 281,364 | 24.6% |
| | <u>Operations</u> | | | | | |
| 503010 | Medical Services | 38,000 | 38,000 | 50,000 | 12,000 | |
| 511040 | Employee Activities | 25,000 | 25,000 | 25,000 | - | |
| 511060 | Employee Testing | 30,000 | 30,000 | 35,000 | 5,000 | |
| 511100 | Seminars & Conventions | 2,000 | 2,000 | 2,000 | - | |
| 511210 | Books & Periodicals | 400 | - | - | - | |
| 511220 | Dues & Memberships | 5,000 | 5,000 | 5,000 | - | |
| 511230 | Fees & Tuition | 60,000 | 60,000 | 60,000 | - | |
| 512070 | Consultant Services | 100,000 | 85,000 | 85,000 | - | |
| 512080 | Outside Services | 20,000 | 20,000 | 20,000 | - | |
| 513010 | Office Supplies | 3,800 | 3,800 | 5,000 | 1,200 | |
| 519080 | Diversity Programs | 10,000 | 10,000 | 10,000 | - | |
| 519240 | Grievance Expenses | 7,000 | 7,000 | 7,000 | - | |
| | Total Operations | 301,200 | 285,800 | 304,000 | 18,200 | 6.4% |
| | Total Expenditure Classification | 1,541,649 | 1,428,135 | 1,727,699 | 299,564 | 21.0% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 755,400 | 699,786 | 846,572 | 146,786 | |
| | Water Allocation 51% | 786,249 | 728,349 | 881,127 | 152,778 | |
| | Total Funding Allocation | 1,541,649 | 1,428,135 | 1,727,699 | 299,564 | 21.0% |
| | <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 | 3 | 2 | 3 | 1 | |
| | Human Resources Manager | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 7 | 6 | 7 | 1 | 16.7% |

Legal

Executive – Legal – Administration Budget Summary

Description

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

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

Budget Commentary

The proposed Legal Department budget for 2025 totals \$1,600,976, which is an increase of \$4,375 or 0.3% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$45,875 or 4.0% above the prior year's appropriation.

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

Operations: Decrease of \$41,500 or 9.1% below the prior year's appropriation.

- *Legal Services & Consultant Services* are decreasing based on historical trends.

Operating Budget Expenditures

1300010010

Executive – Legal – Administration Budget Summary

| Commitment Item Expenditure Classification | | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------------|------------------|------------------|------------------|-----------------|--------------|
| <u>Payroll</u> | | | | | | |
| 501010 | Regular Pay | 1,054,409 | 1,136,676 | 1,182,551 | 45,875 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 1,925 | 1,925 | 1,925 | - | |
| Total Payroll | | 1,056,334 | 1,138,601 | 1,184,476 | 45,875 | 4.0% |
| <u>Operations</u> | | | | | | |
| 511070 | Employee Reimbursement | 200 | 200 | 200 | - | |
| 511100 | Seminars & Conventions | 2,500 | 2,500 | 5,000 | 2,500 | |
| 511120 | Meeting Expenses | 1,800 | 5,000 | 5,000 | - | |
| 511210 | Books & Periodicals | 14,500 | 20,000 | 20,000 | - | |
| 511220 | Dues & Memberships | 1,300 | 1,300 | 1,300 | - | |
| 512020 | Legal Services | 375,000 | 375,000 | 375,000 | - | |
| 512070 | Consultant Services | 50,000 | 50,000 | 5,000 | (45,000) | |
| 513010 | Office Supplies | 3,000 | 4,000 | 5,000 | 1,000 | |
| Total Operations | | 448,300 | 458,000 | 416,500 | (41,500) | -9.1% |
| Total Expenditure Classification | | 1,504,634 | 1,596,601 | 1,600,976 | 4,375 | 0.3% |
| <u>Funding Allocation</u> | | | | | | |
| Sewer Allocation 49% | | 737,300 | 782,334 | 784,478 | 2,143 | |
| Water Allocation 51% | | 767,334 | 814,267 | 816,498 | 2,232 | |
| Total Funding Allocation | | 1,504,634 | 1,596,601 | 1,600,976 | 4,375 | 0.3% |
| <u>Authorized Positions</u> | | | | | | |
| Assistant District Counsel | | 4 | 4 | 4 | - | |
| District Counsel | | 1 | 1 | 1 | - | |
| Paralegal | | - | 1 | 1 | - | |
| Professional Level Trainee | | 1 | - | - | - | |
| Total Authorized Positions | | 6 | 6 | 6 | - | 0.0% |

Operating Budget Expenditures

1300010010

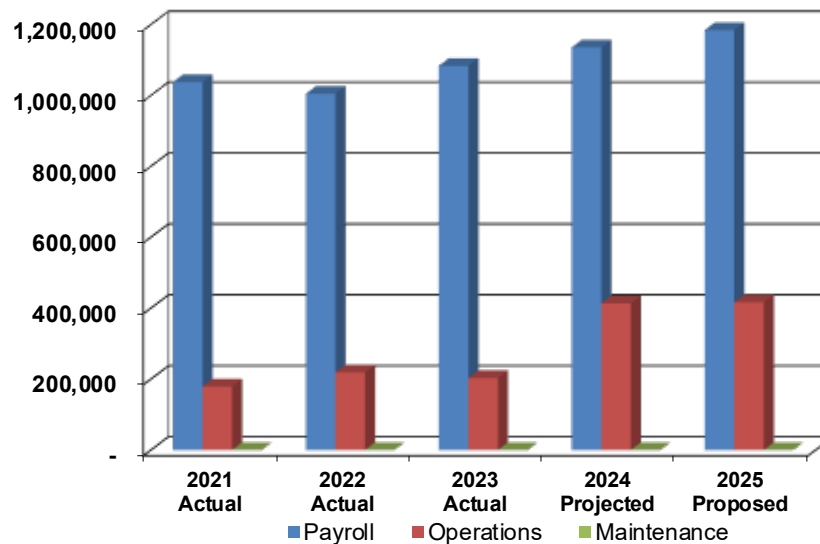
Executive – Legal – Administration Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|-----------------|---|------------------|------------------|------------------|-------------------|
| | <u>Payroll</u> | | | | |
| 501010 | Regular Pay | 1,036,403 | 1,003,206 | 1,081,634 | 1,133,661 |
| 501030 | Overtime 100% | - | - | - | - |
| 501040 | Overtime 150% | - | - | - | - |
| 501050 | Overtime 200% | - | - | - | - |
| 501020 | Temporary Pay | - | - | - | - |
| 501060 | Standby & Premium Pay | - | - | - | - |
| 501070 | Longevity Pay | 1,050 | 1,550 | 1,925 | 1,925 |
| | Total Payroll | 1,037,453 | 1,004,756 | 1,083,559 | 1,135,586 |
| | <u>Operations</u> | | | | |
| 511070 | Employee Reimbursement | 646 | 167 | 314 | 31 |
| 511100 | Seminars & Conventions | 5,701 | 600 | 2,857 | 2,195 |
| 511120 | Meeting Expenses | 640 | 2,241 | 5,033 | 4,085 |
| 511210 | Books & Periodicals | 13,270 | 15,514 | 17,472 | 20,535 |
| 511220 | Dues & Memberships | 1,844 | 1,416 | 1,053 | 601 |
| 512020 | Legal Services | 152,231 | 184,746 | 161,810 | 370,751 |
| 512070 | Consultant Services | 2,375 | 10,602 | 9,234 | 10,000 |
| 513010 | Office Supplies | 2,430 | 3,678 | 5,205 | 5,444 |
| | Total Operations | 179,204 | 218,964 | 202,979 | 413,641 |
| | Total Expenditure Classification | 1,216,657 | 1,223,720 | 1,286,538 | 1,549,227 |
| | <u>Funding Allocation</u> | | | | |
| | Sewer Allocation 49% | 596,200 | 599,600 | 630,400 | 759,121 |
| | Water Allocation 51% | 620,457 | 624,120 | 656,138 | 790,106 |
| | Total Funding Allocation | 1,216,657 | 1,223,720 | 1,286,538 | 1,549,227 |

Operating Budget Expenditures

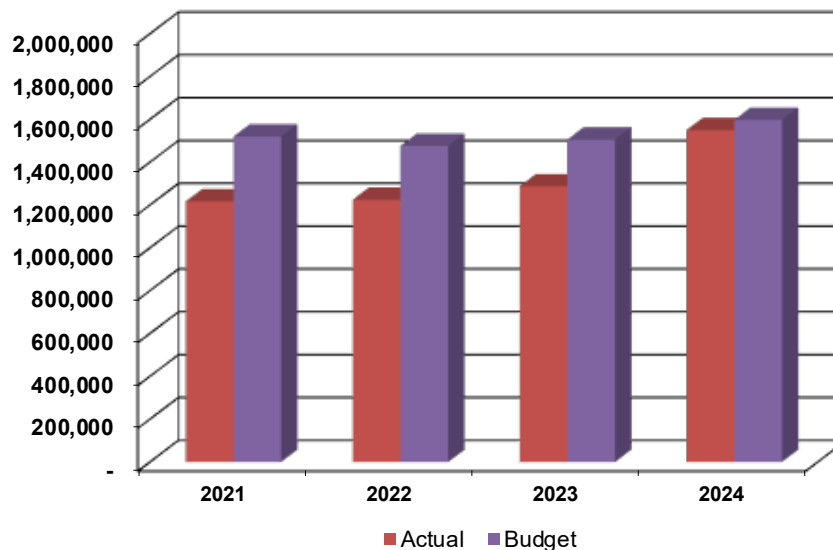
Executive – Legal – Administration Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|------------------|------------------|
| Payroll | 1,037,453 | 1,004,756 | 1,083,559 | 1,135,586 | 1,184,476 |
| Operations | 179,204 | 218,964 | 202,979 | 413,641 | 416,500 |
| Maintenance | - | - | - | - | - |
| Total | 1,216,657 | 1,223,720 | 1,286,538 | 1,549,227 | 1,600,976 |

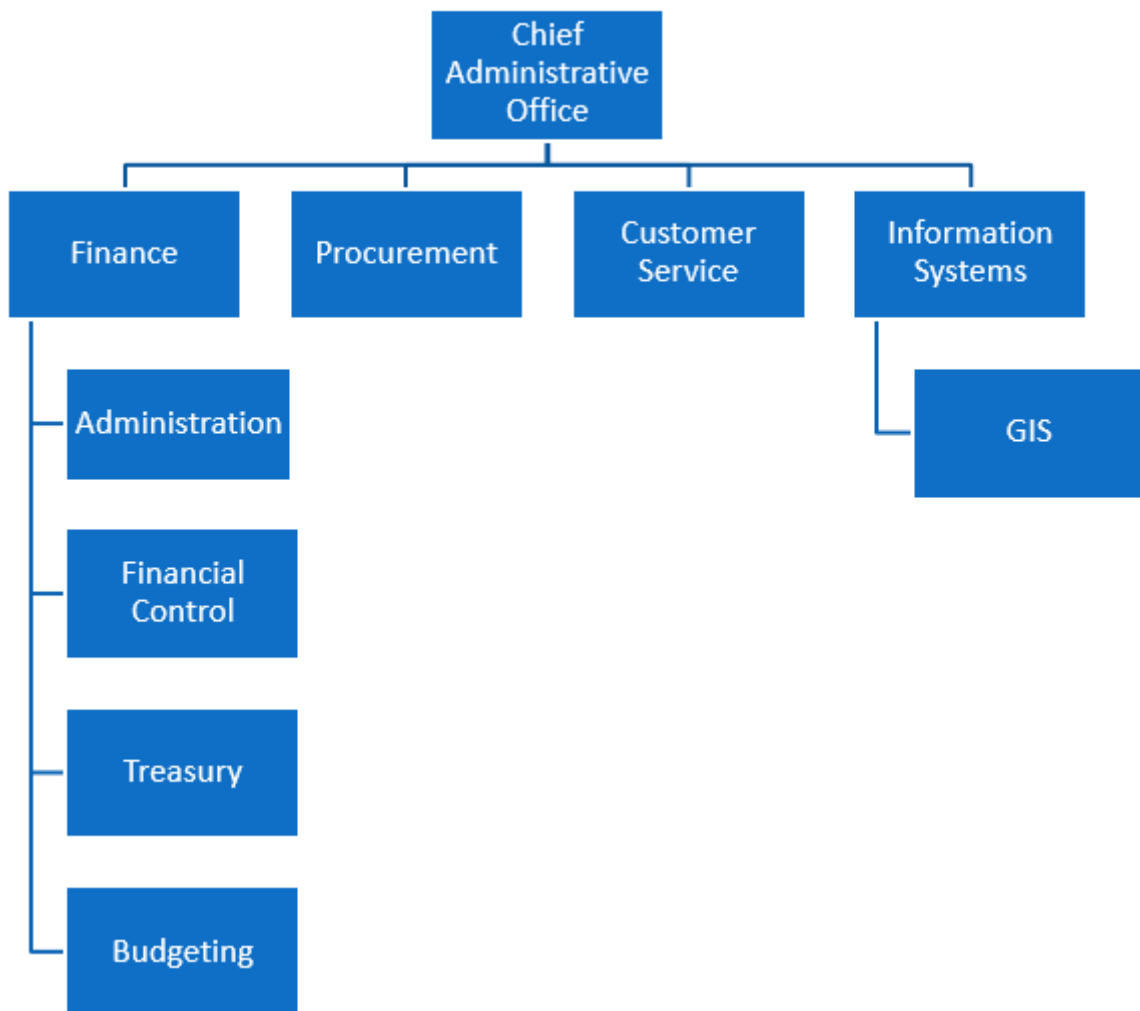
Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 1,519,100 | 1,475,670 | 1,504,634 | 1,596,601 |
| Actual | 1,216,657 | 1,223,720 | 1,286,538 | 1,549,227 |
| Variance | 302,443 | 251,950 | 218,096 | 47,374 |

Chief Administrative Officer (CAO)

Finance
Procurement
Customer Service
Information Systems



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 2025 are \$18,193,672, which is an increase of \$1,492,794 or 8.9% above the prior year's appropriation. The following positions were added in 2025: Accounting Assistant (1510010030) and, Administrative Assistant (1600010010). Budget details for the activities comprising the Chief Administrative Office departments follow.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|-------------------|-------------------|-------------------|------------------|-------------|
| <u>Summary by Activity</u> | | | | | |
| Administration | 656,660 | 763,923 | 748,887 | (15,036) | |
| Finance | 3,239,358 | 3,520,544 | 3,580,133 | 59,589 | |
| Procurement | 925,912 | 945,138 | 1,040,116 | 94,978 | |
| Customer Service | 2,023,444 | 2,005,643 | 2,225,341 | 219,698 | |
| Information Systems | 9,335,328 | 9,465,630 | 10,599,195 | 1,133,565 | |
| Total Summary by Activity | 16,180,702 | 16,700,878 | 18,193,672 | 1,492,794 | 8.9% |
| <u>Summary by Major Accounts</u> | | | | | |
| Payroll | | | | | |
| Regular Pay | 7,766,427 | 8,301,103 | 8,754,999 | 453,896 | |
| Overtime 100% | 25,000 | 24,000 | 23,000 | (1,000) | |
| Overtime 150% | 57,000 | 67,000 | 56,000 | (11,000) | |
| Overtime 200% | - | 5,000 | 11,000 | 6,000 | |
| Temporary Help | 12,000 | 18,000 | 17,000 | (1,000) | |
| Standby & Premium Pay | - | - | - | - | |
| Longevity Pay | 12,525 | 12,925 | 13,425 | 500 | |
| Total Payroll | 7,872,952 | 8,428,028 | 8,875,424 | 447,396 | 5.3% |
| Operations | 5,882,750 | 5,822,850 | 6,907,450 | 1,084,600 | 18.6% |
| Maintenance | 2,425,000 | 2,450,000 | 2,410,798 | (39,202) | -1.6% |
| Total Summary by Major Accounts | 16,180,702 | 16,700,878 | 18,193,672 | 1,492,794 | 8.9% |

Funding Allocation

| | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|------------------|-------------|
| Sewer Allocation - Composite | 6,434,800 | 6,668,925 | 7,219,024 | 550,096 | |
| Water Allocation - Composite | 9,745,902 | 10,031,953 | 10,974,648 | 942,698 | |
| Total Funding Allocation | 16,180,702 | 16,700,878 | 18,193,672 | 1,492,794 | 8.9% |

Authorized Positions

| | | | | | |
|-----------------------------------|-----------|-----------|-----------|----------|-------------|
| Administration | 3 | 4 | 4 | - | |
| Finance | 26 | 27 | 28 | 1 | |
| Procurement | 7 | 7 | 7 | - | |
| Customer Service | 12 | 12 | 12 | - | |
| Information Systems | 17 | 17 | 18 | 1 | |
| Total Authorized Positions | 65 | 67 | 69 | 2 | 3.0% |

Operating Budget Expenditures

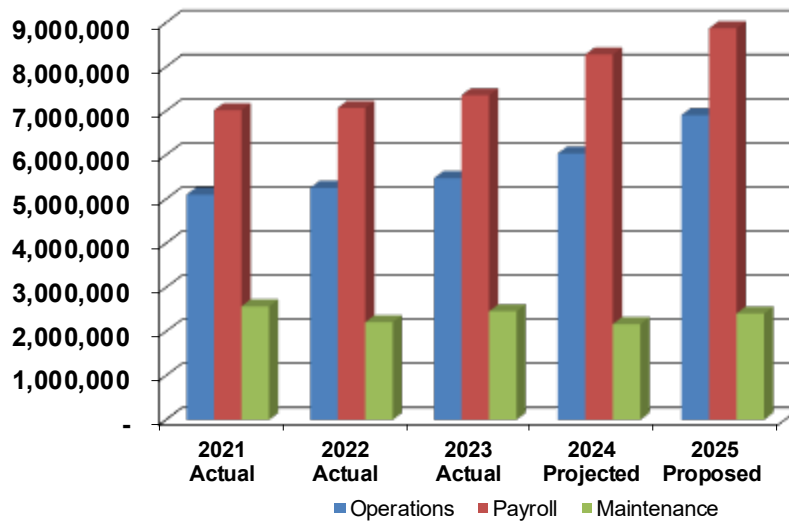
CAO – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|-------------------|-------------------|-------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 1,188,646 | 780,365 | 652,648 | 763,923 |
| Finance | 2,689,736 | 2,583,887 | 2,926,984 | 3,494,860 |
| Procurement | 839,153 | 792,274 | 833,768 | 894,399 |
| Customer Service | 1,853,549 | 1,826,620 | 1,940,628 | 2,003,718 |
| Information Systems | 8,123,192 | 8,556,239 | 8,943,394 | 9,328,504 |
| Total Summary by Activity | 14,694,276 | 14,539,385 | 15,297,422 | 16,485,404 |
| <u>Summary by Major Accounts</u> | | | | |
| Payroll | | | | |
| Regular Pay | 6,967,903 | 7,001,045 | 7,273,649 | 8,252,852 |
| Overtime 100% | 18,506 | 13,834 | 16,654 | 825 |
| Overtime 150% | 20,214 | 32,151 | 43,357 | 15,250 |
| Overtime 200% | - | - | 4,390 | - |
| Temporary Help | - | 10,838 | 7,446 | 1,765 |
| Standby & Premium Pay | - | - | - | - |
| Longevity Pay | 11,050 | 11,175 | 11,725 | 10,397 |
| Total Payroll | 7,017,673 | 7,069,043 | 7,357,220 | 8,281,089 |
| Operations | 5,103,775 | 5,258,990 | 5,480,036 | 6,035,778 |
| Maintenance | 2,572,828 | 2,211,352 | 2,460,166 | 2,168,537 |
| Total Summary by Major Accounts | 14,694,276 | 14,539,385 | 15,297,422 | 16,485,404 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation - Composite | 5,900,400 | 5,755,300 | 6,064,800 | 6,585,283 |
| Water Allocation - Composite | 8,793,876 | 8,784,085 | 9,232,622 | 9,900,121 |
| Total Funding Allocation | 14,694,276 | 14,539,385 | 15,297,422 | 16,485,404 |

Operating Budget Expenditures

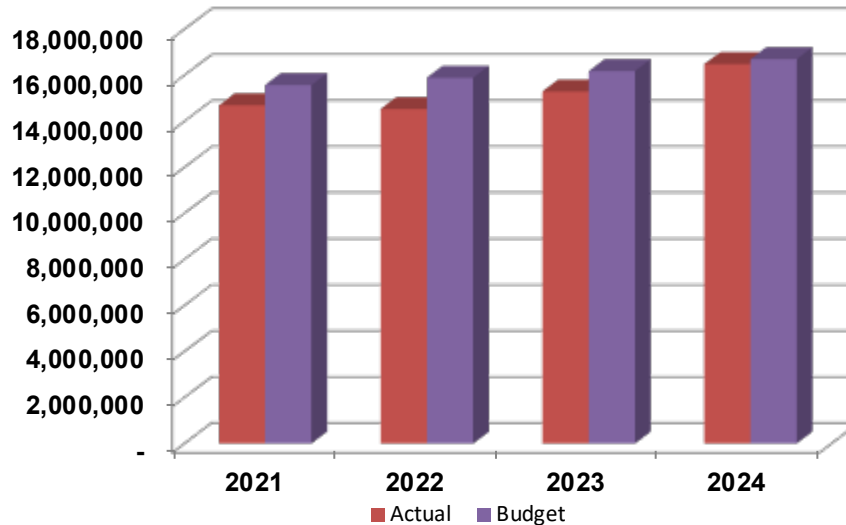
CAO – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Payroll | 7,017,673 | 7,069,043 | 7,357,220 | 8,281,089 | 8,875,424 |
| Operations | 5,103,775 | 5,258,990 | 5,480,036 | 6,035,778 | 6,907,450 |
| Maintenance | 2,572,828 | 2,211,352 | 2,460,166 | 2,168,537 | 2,410,798 |
| Total | 14,694,276 | 14,539,385 | 15,297,422 | 16,485,404 | 18,193,672 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|----------------|------------------|----------------|----------------|
| Budget | 15,573,300 | 15,893,545 | 16,180,702 | 16,700,878 |
| Actual | 14,694,276 | 14,539,385 | 15,297,422 | 16,485,404 |
| Variance | 879,024 | 1,354,160 | 883,280 | 215,474 |

Administration

CAO – Administration – Budget Summary

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 2025 totals \$748,887, decreasing by \$15,036 or 2.0% below the prior year's appropriation. There is no increase in the budgeted positions in 2025.

Payroll: Increase of \$37,164 or 5.5% above the prior year's appropriation.

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

Operations: Decrease of \$52,200 or 61.0% below the prior year's appropriation.

- *Outside Services* is decreasing by \$60,000 to align with anticipated spend for the coming year, offset partially by incremental increases to *Office Supplies* and *Meeting Expenses*.

Operating Budget Expenditures

1500010010

CAO – Administration – Budget Summary

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|-----------------|---------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 550,060 | 677,773 | 714,937 | 37,164 | |
| 501030 | Overtime 100% | 1,000 | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | 550 | 550 | - | |
| | <i>Total Payroll</i> | 551,060 | 678,323 | 715,487 | 37,164 | 5.5% |
| | <i>Operations</i> | | | | | |
| 511020 | Mileage Allowance | 100 | 100 | 100 | - | |
| 511100 | Seminars & Conventions | 3,000 | 3,000 | 2,800 | (200) | |
| 511120 | Meeting Expenses | 1,000 | 1,000 | 4,000 | 3,000 | |
| 511220 | Dues & Memberships | 500 | 500 | 500 | - | |
| 512080 | Outside Services | 100,000 | 80,000 | 20,000 | (60,000) | |
| 513010 | Office Supplies | 1,000 | 1,000 | 6,000 | 5,000 | |
| | <i>Total Operations</i> | 105,600 | 85,600 | 33,400 | (52,200) | -61.0% |
| | <i>Total Expenditure Classification</i> | 656,660 | 763,923 | 748,887 | (15,036) | -2.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 321,800 | 374,322 | 366,954 | (7,368) | |
| | Water Allocation 51% | 334,860 | 389,601 | 381,933 | (7,668) | |
| | | 656,660 | 763,923 | 748,887 | (15,036) | -2.0% |
| | <i>Authorized Positions</i> | | | | | |
| | Chief Administrative Officer | 1 | 1 | 1 | - | |
| | Assistant to Chief Administrative Officer | 1 | 1 | 1 | - | |
| | Financial Analyst | - | 1 | 1 | - | |
| | Senior Administrative Analyst | 1 | 1 | 1 | - | |
| | <i>Total Authorized Positions</i> | 3 | 4 | 4 | - | 0.0% |

Operating Budget Expenditures

1500010010

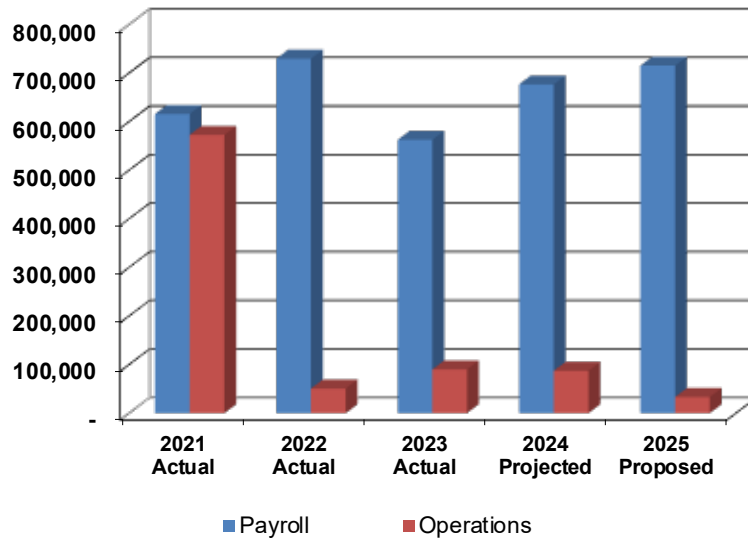
CAO – Administration – Budget Summary

| Commitment Item Expenditure Classification | | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|--|------------------|----------------|----------------|-------------------|
| | <i>Payroll</i> | | | | |
| 501010 | Regular Pay | 615,830 | 729,645 | 562,640 | 676,672 |
| 501030 | Overtime 100% | 50 | 43 | - | - |
| 501040 | Overtime 150% | - | - | - | - |
| 501050 | Overtime 200% | - | - | - | - |
| 501020 | Temporary Pay | - | - | - | - |
| 501060 | Standby & Premium Pay | - | - | - | - |
| 501070 | Longevity Pay | - | - | - | - |
| | <i>Total Payroll</i> | 615,880 | 729,688 | 562,640 | 676,672 |
| | <i>Operations</i> | | | | |
| 511020 | Mileage Allowance | - | 13 | 30 | - |
| 511100 | Seminars & Conventions | 4,780 | - | - | - |
| 511120 | Meeting Expenses | 225 | - | 2,232 | 3,909 |
| 511220 | Dues & Memberships | 460 | 535 | 405 | - |
| 512080 | Outside Services | 566,959 | 46,591 | 86,380 | 80,000 |
| 513010 | Office Supplies | 342 | 466 | 962 | 3,342 |
| | <i>Total Operations</i> | 572,766 | 50,677 | 90,008 | 87,251 |
| | <i>Total Expenditure Classification</i> | 1,188,646 | 780,365 | 652,648 | 763,923 |
| | <i>Funding Allocation</i> | | | | |
| | Sewer Allocation 49% | 582,400 | 382,400 | 319,800 | 374,322 |
| | Water Allocation 51% | 606,246 | 397,965 | 332,848 | 389,601 |
| | | 1,188,646 | 780,365 | 652,648 | 763,923 |

Operating Budget Expenditures

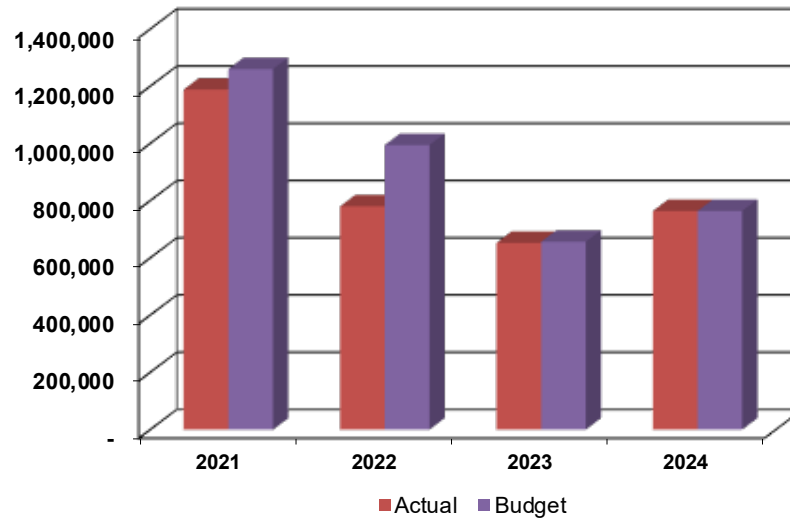
CAO – Administration – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|----------------|----------------|-------------------|------------------|
| Payroll | 615,830 | 729,645 | 562,640 | 676,672 | 715,487 |
| Operations | 572,816 | 50,720 | 90,008 | 87,251 | 33,400 |
| Maintenance | - | - | - | - | - |
| Total | 1,188,646 | 780,365 | 652,648 | 763,923 | 748,887 |

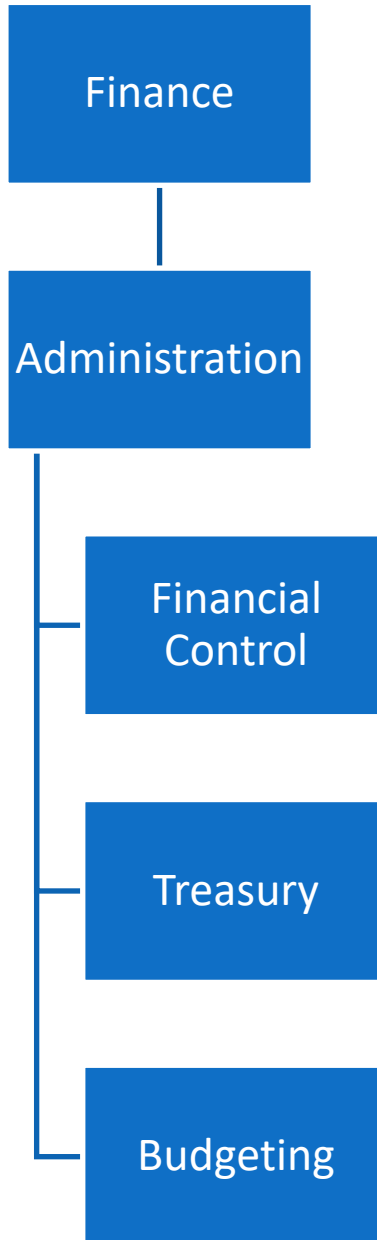
Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|---------|---------|---------|
| Budget | 1,260,100 | 994,406 | 656,660 | 763,923 |
| Actual | 1,188,646 | 780,365 | 652,648 | 763,923 |
| Variance | 71,454 | 214,041 | 4,012 | - |

Finance

Administration
Financial Control
Treasury
Budget



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 2025 is \$3,580,133, which is an increase of \$59,589 or 1.7% above the prior year's appropriation. Budget details for the activities comprising the Finance Department follow.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------|------------------|------------------|----------------|-------------|
| <u>Summary by Activity</u> | | | | | |
| Administration | 480,090 | 495,408 | 607,593 | 112,185 | |
| Financial Control | 977,404 | 1,010,068 | 968,564 | (41,504) | |
| Treasury | 1,258,227 | 1,323,673 | 1,484,764 | 161,091 | |
| Budget Unit | 523,637 | 691,395 | 519,212 | (172,183) | |
| Procurement | - | - | - | - | |
| Customer Service | - | - | - | - | |
| Total Summary by Activity | 3,239,358 | 3,520,544 | 3,580,133 | 59,589 | 1.7% |
| <u>Summary by Major Account</u> | | | | | |
| Payroll | | | | | |
| Regular Pay | 3,013,208 | 3,295,219 | 3,417,508 | 122,289 | |
| Overtime 100% | 8,000 | 8,000 | 7,000 | (1,000) | |
| Overtime 150% | 12,000 | 12,000 | 6,000 | (6,000) | |
| Overtime 200% | - | - | 1,000 | 1,000 | |
| Temporary Help | - | - | - | - | |
| Standby & Premium Pay | - | - | - | - | |
| Longevity Pay | 4,050 | 4,225 | 4,775 | 550 | |
| Total Payroll | 3,037,258 | 3,319,444 | 3,436,283 | 116,839 | 3.5% |
| Operations | 202,100 | 201,100 | 143,850 | (57,250) | -28.5% |
| Maintenance | - | - | - | - | |
| Capital | - | - | - | - | |
| Total Summary by Major Account | 3,239,358 | 3,520,544 | 3,580,133 | 59,589 | 1.7% |
| <u>Funding Allocation</u> | | | | | |
| Sewer Allocation 49% | 1,587,200 | 1,725,064 | 1,754,263 | 29,197 | |
| Water Allocation 51% | 1,652,158 | 1,795,480 | 1,825,870 | 30,392 | |
| Total Funding Allocation | 3,239,358 | 3,520,544 | 3,580,133 | 59,589 | 1.7% |
| <u>Authorized Positions</u> | | | | | |
| Administration | 2 | 2 | 3 | 1 | |
| Financial Control | 9 | 9 | 8 | (1) | |
| Treasury | 11 | 11 | 13 | 2 | |
| Budget Unit | 4 | 5 | 4 | (1) | |
| Total Authorized Positions | 26 | 27 | 28 | 1 | 3.7% |

Operating Budget Expenditures

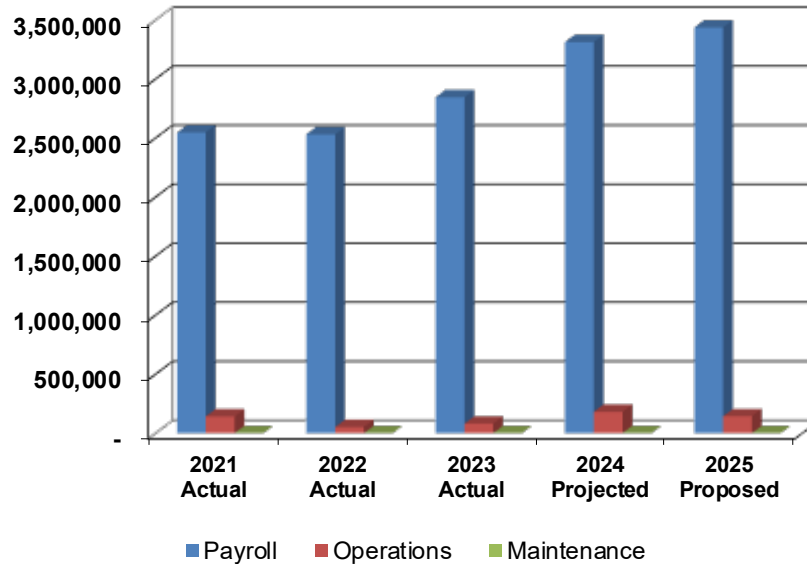
CAO – Finance – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|------------------|------------------|------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | - | - | 385,412 | 620,615 |
| Financial Control | 1,244,411 | 850,176 | 893,590 | 992,829 |
| Treasury | 995,469 | 1,254,562 | 1,203,840 | 1,368,433 |
| Budget Unit | 449,856 | 479,149 | 444,142 | 512,984 |
| Procurement | - | - | - | - |
| Customer Service | - | - | - | - |
| Total Summary by Activity | 2,689,736 | 2,583,887 | 2,926,984 | 3,494,860 |
| <u>Summary by Major Account</u> | | | | |
| Payroll | | | | |
| Regular Pay | 2,538,418 | 2,518,108 | 2,838,856 | 3,309,181 |
| Overtime 100% | 3,658 | 3,058 | 816 | 324 |
| Overtime 150% | 2,338 | 6,674 | 1,857 | - |
| Overtime 200% | - | - | - | - |
| Temporary Help | - | - | - | - |
| Standby & Premium Pay | - | - | - | - |
| Longevity Pay | 2,900 | 3,625 | 4,100 | 4,001 |
| Total Payroll | 2,547,314 | 2,531,465 | 2,845,629 | 3,313,506 |
| Operations | 142,422 | 52,422 | 81,355 | 181,354 |
| Maintenance | - | - | - | - |
| Capital | - | - | - | - |
| Total Summary by Major Account | 2,689,736 | 2,583,887 | 2,926,984 | 3,494,860 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 49% | 1,318,000 | 1,266,100 | 1,434,300 | 1,712,480 |
| Water Allocation 51% | 1,371,736 | 1,317,787 | 1,492,684 | 1,782,380 |
| Total Funding Allocation | 2,689,736 | 2,583,887 | 2,926,984 | 3,494,860 |

Operating Budget Expenditures

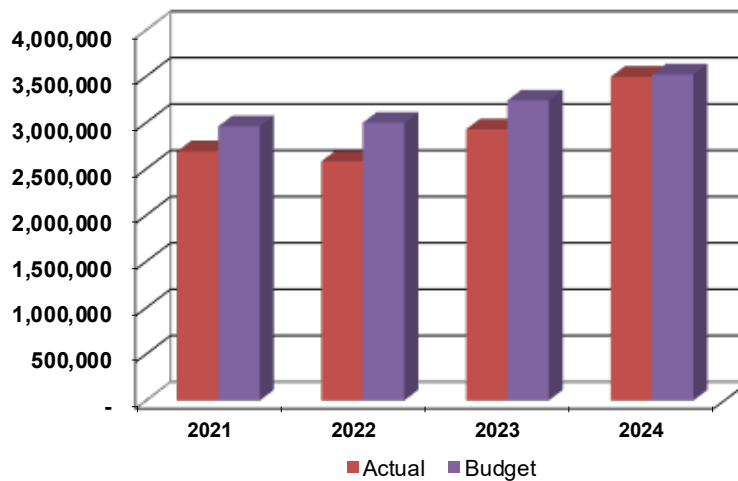
CAO – Finance – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 2,547,314 | 2,531,465 | 2,845,629 | 3,313,506 | 3,436,283 |
| Operations | 142,422 | 52,422 | 81,355 | 181,354 | 143,850 |
| Maintenance | - | - | - | - | - |
| Total | 2,689,736 | 2,583,887 | 2,926,984 | 3,494,860 | 3,580,133 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 2,959,800 | 2,999,205 | 3,239,358 | 3,520,544 |
| Actual | 2,689,736 | 2,583,887 | 2,926,984 | 3,494,860 |
| Variance | 270,064 | 415,318 | 312,374 | 25,684 |

Operating Budget Expenditures

1510010010

CAO – Finance – Administration

Description

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

Budget Commentary

The 2025 proposed budget for Administration is \$607,593, which is an increase of \$112,185 or 22.6% above prior year's appropriation for 2025. All historical expenses prior to 2023 are shown in the Chief Administrative Office – (1500010010). There is an increase in the budgeted positions in 2025.

Payroll: Increase of \$164,685 or 42.1% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees increased further by one additional FTE hired during 2024.

Operations: Decrease of \$52,500 or 50.5% below prior year's appropriation.

- *Outside Services and Meeting Expenses* are decreasing based on anticipated spending.

Operating Budget Expenditures

1510010010

CAO – Finance – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|-----------------|---------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 376,090 | 391,133 | 555,818 | 164,685 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | 275 | 275 | - | |
| | <i>Total Payroll</i> | 376,090 | 391,408 | 556,093 | 164,685 | 42.1% |
| | <i>Operations</i> | | | | | |
| 511100 | Seminars & Conventions | 3,000 | 3,000 | 3,000 | - | |
| 511120 | Meeting Expenses | 5,000 | 5,000 | 2,500 | (2,500) | |
| 511220 | Dues & Memberships | 500 | 500 | 500 | - | |
| 512080 | Outside Services | 95,000 | 95,000 | 45,000 | (50,000) | |
| 513010 | Office Supplies | 500 | 500 | 500 | - | |
| | <i>Total Operations</i> | 104,000 | 104,000 | 51,500 | (52,500) | -50.5% |
| | <i>Total Expenditure Classification</i> | 480,090 | 495,408 | 607,593 | 112,185 | 22.6% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 235,200 | 242,749 | 297,720 | 54,970 | |
| | Water Allocation 51% | 244,890 | 252,659 | 309,873 | 57,215 | |
| | <i>Total Funding Allocation</i> | 480,090 | 495,408 | 607,593 | 112,185 | 22.6% |
| | <i>Authorized Positions</i> | | | | | |
| | Chief Financial Officer/ Director of Finance | 1 | 1 | 1 | - | |
| | Accounting Administrator | 1 | 1 | 2 | 1 | |
| | <i>Total Authorized Positions</i> | 2 | 2 | 3 | 1 | 50.0% |

CAO – Finance – Financial Control

Description

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

Budget Commentary

The Financial Control proposed budget for 2025 totals \$968,564, a decrease of \$41,504 or 4.1% below the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

Payroll: Decrease of \$34,004 or 3.6% 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; Accounting Assistant.
- *Longevity Pay* has increased due to participation.

Operations: Decrease of \$7,500 or 13.3% below the prior year's appropriation.

- *Outside Services* and *Seminars & Conventions* are decreasing based on projected spending.
- *Employee Education* and *Office Supplies* are increasing based on anticipated spending.

Operating Budget Expenditures

1510010020

CAO – Finance – Financial Control

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-----------------|------------------|------------------|-----------------|---------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 900,229 | 937,168 | 904,164 | (33,004) | |
| 501030 | Overtime 100% | 7,000 | 7,000 | 7,000 | - | |
| 501040 | Overtime 150% | 8,000 | 8,000 | 6,000 | (2,000) | |
| 501050 | Overtime 200% | - | - | 1,000 | 1,000 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 1,175 | 1,400 | 1,400 | - | |
| | Total Payroll | 916,404 | 953,568 | 919,564 | (34,004) | -3.6% |
| | <i>Operations</i> | | | | | |
| 511050 | Employee Education Program | 6,000 | 1,000 | 3,000 | 2,000 | |
| 511100 | Seminars & Conventions | 5,000 | 3,000 | 1,000 | (2,000) | |
| 511220 | Dues & Memberships | 1,000 | 1,500 | 1,500 | - | |
| 512080 | Outside Services | 45,000 | 45,000 | 35,000 | (10,000) | |
| 513010 | Office Supplies | 4,000 | 6,000 | 8,500 | 2,500 | |
| | Total Operations | 61,000 | 56,500 | 49,000 | (7,500) | -13.3% |
| | Total Expenditure Classification | 977,404 | 1,010,068 | 968,564 | (41,504) | -4.1% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 478,900 | 494,933 | 474,596 | (20,337) | |
| | Water Allocation 51% | 498,504 | 515,135 | 493,968 | (21,167) | |
| | Total Funding Allocation | 977,404 | 1,010,068 | 968,564 | (41,504) | -4.1% |
| | <i>Authorized Positions</i> | | | | | |
| | Accounting Administrator | 2 | 2 | 2 | - | |
| | Accounting Assistant | 2 | 2 | 1 | (1) | |
| | Controller | 1 | 1 | 1 | - | |
| | Principal Account Clerk | 3 | 3 | 3 | - | |
| | Sr Administrative Analyst | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 9 | 9 | 8 | (1) | -11.1% |

CAO – Finance – Treasury

Description

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

Budget Commentary

The proposed 2025 Treasury budget is \$1,484,764, increasing by \$161,091 or 12.2% above the prior year's appropriation. There is an increase in budgeted positions in 2025.

Payroll: Increase of \$160,841 or 12.4% above the prior year's appropriation.

- *Regular Pay* increased by increments and cost-of-living increases for eligible employees. Including new Accounting Assistant, Risk Management Administrator and Senior Administrative Analyst positions.
- *Overtime 100%* and *Overtime 150%* are decreasing to align with labor agreements.
- *Longevity Pay* increased based on participation for eligible employees.

Operations: Increase of \$250 or 1.0% above the prior year's appropriation.

- *Dues & Memberships* is increasing based on anticipated spend.

Operating Budget Expenditures

1510010030

CAO – Finance – Treasury

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|----------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 1,225,127 | 1,291,398 | 1,456,689 | 165,291 | |
| 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 | 2,600 | 2,275 | 2,825 | 550 | |
| | Total Payroll | 1,232,727 | 1,298,673 | 1,459,514 | 160,841 | 12.4% |
| | <i>Operations</i> | | | | | |
| 511050 | Employee Education Program | 5,000 | 5,000 | 5,000 | - | |
| 511220 | Dues & Memberships | 1,000 | 1,000 | 1,250 | 250 | |
| 512080 | Outside Services | 10,000 | 10,000 | 10,000 | - | |
| 513010 | Office Supplies | 4,500 | 4,000 | 4,000 | - | |
| 519100 | Printing | 5,000 | 5,000 | 5,000 | - | |
| | Total Operations | 25,500 | 25,000 | 25,250 | 250 | 1.0% |
| | Total Expenditure Classification | 1,258,227 | 1,323,673 | 1,484,764 | 161,091 | 12.2% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 616,500 | 648,599 | 727,534 | 78,934 | |
| | Water Allocation 51% | 641,727 | 675,074 | 757,230 | 82,157 | |
| | Total Funding Allocation | 1,258,227 | 1,323,673 | 1,484,764 | 161,091 | 12.2% |
| | <i>Authorized Positions</i> | | | | | |
| | Accounting Assistant | 1 | 1 | 2 | 1 | |
| | Administrative Analyst | 1 | 1 | 1 | - | |
| | Billing Analyst | 1 | 1 | 1 | - | |
| | Cash Management Analyst | 1 | 1 | 1 | - | |
| | Cost Analyst | 2 | 2 | 1 | (1) | |
| | Financial Analyst | 1 | 1 | 1 | - | |
| | Manager of Treasury | 1 | 1 | 1 | - | |
| | Principal Account Clerk | 2 | 2 | 2 | - | |
| | Risk Management Administrator | - | - | 1 | 1 | |
| | Senior Administrative Analyst | - | - | 1 | 1 | |
| | Treasury Receivables Administrator | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 11 | 11 | 13 | 2 | 18.2% |

CAO – Finance – Budget Unit

Description

The Finance Department's Budget Unit is led by the Manager of Budget, who is responsible for managing all aspects of the budgeting process to ensure proper development and execution of the annual Operating and Capital Improvement Budgets. Activities include annual budget process development, budget reporting, development, analysis, and monitoring of multiple budget programs; 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 2025 totals \$519,212, which is a decrease of \$172,183 or 9.8% below the prior year's appropriation. There are decreases in the budgeted positions in 2025.

Payroll: Decrease of \$174,683 or 25.8% 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; Administrator.
- *Longevity Pay* is unchanged in 2025.

Operations: Increase of \$2,500 or 16.0% above the prior year's appropriation.

- *Printing* is increasing based on anticipated spend.

Operating Budget Expenditures

1510010040

CAO – Finance – Budget Unit

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-----------------|-----------------|------------------|------------------|---------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 511,762 | 675,520 | 500,837 | (174,683) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 275 | 275 | 275 | - | |
| | Total Payroll | 512,037 | 675,795 | 501,112 | (174,683) | -25.8% |
| | <u>Operations</u> | | | | | |
| 511050 | Employee Education Program | 500 | 5,000 | 5,000 | - | |
| 511070 | Employee Reimbursement | 100 | 100 | 100 | - | |
| 511100 | Seminars & Conventions | 2,500 | 2,200 | 2,200 | - | |
| 511220 | Dues & Memberships | 500 | 800 | 800 | - | |
| 513010 | Office Supplies | 3,000 | 2,500 | 2,500 | - | |
| 519100 | Printing | 5,000 | 5,000 | 7,500 | 2,500 | |
| | Total Operations | 11,600 | 15,600 | 18,100 | 2,500 | 16.0% |
| | Total Expenditure Classification | 523,637 | 691,395 | 519,212 | (172,183) | -9.8% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 256,600 | 338,783 | 254,413 | (84,370) | |
| | Water Allocation 51% | 267,037 | 352,612 | 264,799 | (87,813) | |
| | Total Funding Allocation | 523,637 | 691,395 | 519,212 | (172,183) | -24.9% |
| | <u>Authorized Positions</u> | | | | | |
| | Financial Analyst | 2 | 2 | 3 | 1 | |
| | Manager of Budgeting & Analysis | 1 | 1 | 1 | - | |
| | Administrator | - | 1 | - | (1) | |
| | Senior Financial Analyst | 1 | 1 | - | (1) | |
| | Total Authorized Positions | 4 | 5 | 4 | (1) | -20.0% |

Procurement

CAO – Procurement – Budget Summary

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 2025 Procurement budget is \$1,040,116, an increase of \$94,978 or 10.0% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$34,928 or 3.9% above the prior year's appropriation.

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

Operations: Increase of \$60,050 or 106.7% above the prior year's appropriation.

- *Employee Education Program* increased for anticipated licensing certifications with through 'ProcurementU' and Certified Purchasing Manager certifications (CPM).
- *Consultant Services & Outside Services* increased for a Policies & Procedures consultant as well as anticipated spend in Dun & Bradstreet for risk management services, Infoshred for office shredding services and Bently Systems for Bid Management Software.
- *Seminars & Conventions* decreasing to align with historical spend.

Operating Budget Expenditures

1510020010

CAO – Procurement – Budget Summary

| Commitment Item Expenditure Classification | | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <i>Payroll</i> | | | | | | |
| 501010 | Regular Pay | 857,237 | 884,963 | 920,891 | 35,928 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Help | 6,000 | 3,000 | 2,000 | (1,000) | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 375 | 875 | 875 | - | |
| <i>Total Payroll</i> | | 863,612 | 888,838 | 923,766 | 34,928 | 3.9% |
| <i>Operations</i> | | | | | | |
| 511020 | Mileage Allowance | - | 100 | 300 | 200 | |
| 511100 | Seminars & Conventions | 2,000 | 4,000 | 2,000 | (2,000) | |
| 511120 | Meeting Expenses | 300 | 200 | 300 | 100 | |
| 511220 | Dues & Memberships | 500 | 1,500 | 750 | (750) | |
| 512070 | Consultant Services | - | - | 50,000 | 50,000 | |
| 512080 | Outside Services | 50,000 | 42,000 | 50,000 | 8,000 | |
| 512110 | Legal Advertising | 6,000 | 6,000 | 6,000 | - | |
| 513010 | Office Supplies | 3,500 | 2,500 | 2,000 | (500) | |
| <i>Total Operations</i> | | 62,300 | 56,300 | 116,350 | 60,050 | 106.7% |
| <i>Total Expenditure Classification</i> | | 925,912 | 945,138 | 1,040,116 | 94,978 | 10.0% |
| <i>Funding Allocation</i> | | | | | | |
| Sewer Allocation 49% | | 453,700 | 463,117 | 509,656 | 46,539 | |
| Water Allocation 51% | | 472,212 | 482,021 | 530,460 | 48,439 | |
| <i>Total Funding Allocation</i> | | 925,912 | 945,138 | 1,040,116 | 94,978 | 10.0% |
| <i>Authorized Positions</i> | | | | | | |
| Compliance Analyst | | 1 | 1 | 1 | - | |
| Contract Specialist | | 3 | 3 | 3 | - | |
| Manager of Procurement | | 1 | 1 | 1 | - | |
| Procurement Specialist | | 2 | 2 | 2 | - | |
| <i>Total Authorized Positions</i> | | 7 | 7 | 7 | - | 0.0% |

Operating Budget Expenditures

1510020010

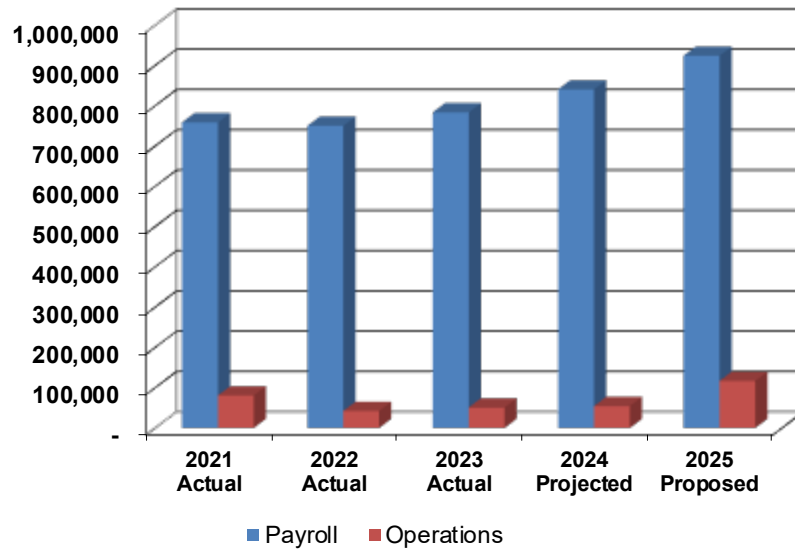
CAO – Procurement – Budget Summary

| Commitment Item Expenditure Classification | | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|------------------------|----------------|----------------|----------------|-------------------|
| <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 757,787 | 747,466 | 781,551 | 837,937 |
| 501030 | Overtime 100% | - | - | - | - |
| 501040 | Overtime 150% | - | - | - | - |
| 501050 | Overtime 200% | - | - | - | - |
| 501020 | Temporary Help | - | 1,870 | 1,403 | 1,765 |
| 501060 | Standby & Premium Pay | - | - | - | - |
| 501070 | Longevity Pay | 700 | 700 | 375 | 650 |
| <i>Total Payroll</i> | | 758,487 | 750,036 | 783,329 | 840,352 |
| <i>Operations</i> | | | | | |
| 511020 | Mileage Allowance | - | 11 | 184 | 179 |
| 511100 | Seminars & Conventions | - | - | 1,419 | 65 |
| 511120 | Meeting Expenses | - | 207 | 385 | 200 |
| 511210 | Books & Periodicals | 59 | 6 | - | - |
| 511220 | Dues & Memberships | - | - | 350 | 1,150 |
| 512080 | Outside Services | 73,343 | 35,281 | 38,580 | 45,818 |
| 512110 | Legal Advertising | 4,131 | 4,341 | 6,916 | 5,323 |
| 513010 | Office Supplies | 3,133 | 2,392 | 2,605 | 1,312 |
| <i>Total Operations</i> | | 80,666 | 42,238 | 50,439 | 54,046 |
| <i>Total Expenditure Classification</i> | | 839,153 | 792,274 | 833,768 | 894,399 |
| <i>Funding Allocation</i> | | | | | |
| Sewer Allocation 49% | | 411,200 | 388,200 | 408,500 | 438,255 |
| Water Allocation 51% | | 427,953 | 404,074 | 425,268 | 456,144 |
| <i>Total Funding Allocation</i> | | 839,153 | 792,274 | 833,768 | 894,399 |

Operating Budget Expenditures

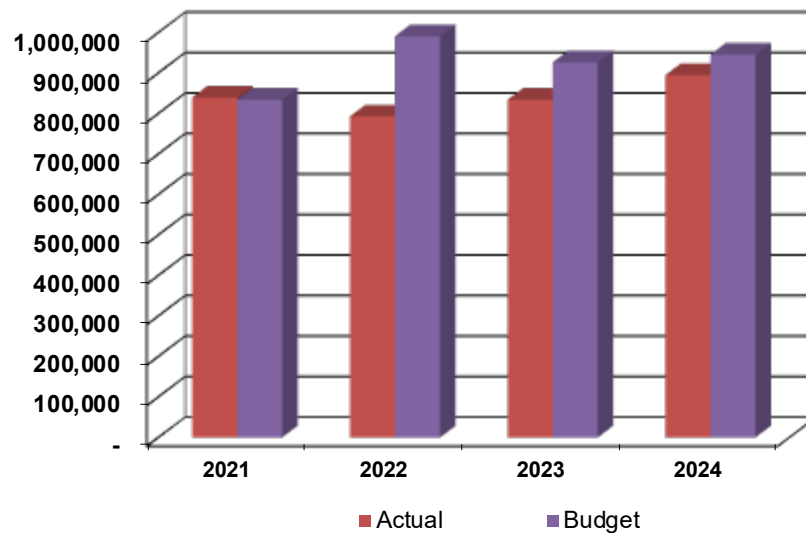
CAO – Procurement – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Payroll | 758,487 | 750,036 | 783,329 | 840,352 | 923,766 |
| Operations | 80,666 | 42,238 | 50,439 | 54,046 | 116,350 |
| Maintenance | - | - | - | - | - |
| Total | 839,153 | 792,274 | 833,768 | 894,399 | 1,040,116 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|---------|---------|---------|---------|
| Budget | 833,700 | 990,157 | 925,912 | 945,138 |
| Actual | 839,153 | 792,274 | 833,768 | 894,399 |
| Variance | (5,453) | 197,883 | 92,144 | 50,739 |

Customer Service

CAO – Customer Service – Budget Summary

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 2025 totals \$2,225,341 reflecting an increase of \$219,698 or 11.0% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$69,698 or 5.9% 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: Increase of \$150,000 or 18.3% above the prior year's appropriation.

- *Outside Services* is increasing as we extend our Kubra contract, increase transaction costs and initiate our portal upgrades.

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

Operating Budget Expenditures

1510030010

CAO – Customer Service – Budget Summary

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|----------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 1,137,119 | 1,156,393 | 1,226,066 | 69,673 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 15,000 | 25,000 | 25,000 | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Help | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 3,775 | 4,000 | 4,025 | 25 | |
| | Total Payroll | 1,155,894 | 1,185,393 | 1,255,091 | 69,698 | 5.9% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 1,250 | 1,700 | 1,700 | - | |
| 511070 | Employee Reimbursement | - | 500 | 500 | - | |
| 511120 | Meeting Expenses | 300 | 500 | 500 | - | |
| 512080 | Outside Services | 800,000 | 700,000 | 850,000 | 150,000 | |
| 513010 | Office Supplies | 5,000 | 4,550 | 4,550 | - | |
| 519020 | Postage | 40,000 | 80,000 | 80,000 | - | |
| 519030 | Envelopes | 3,000 | 3,000 | 3,000 | - | |
| 523130 | Photocopier Rental | 13,000 | 15,000 | 15,000 | - | |
| 523160 | Equipment Leases | - | 15,000 | 15,000 | - | |
| | Total Operations | 862,550 | 820,250 | 970,250 | 150,000 | 18.3% |
| | <u>Maintenance</u> | | | | | |
| 521050 | Office Furniture & Equipment | 5,000 | - | - | - | |
| | Total Maintenance | 5,000 | - | - | - | 0.0% |
| | Total Expenditure Classification | 2,023,444 | 2,005,643 | 2,225,341 | 219,698 | 11.0% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 991,500 | 982,765 | 1,090,417 | 107,652 | |
| | Water Allocation 51% | 1,031,944 | 1,022,878 | 1,134,924 | 112,046 | |
| | Total Funding Allocation | 2,023,444 | 2,005,643 | 2,225,341 | 219,698 | 11.0% |
| | <u>Authorized Positions</u> | | | | | |
| | Administrative Assistant | 1 | 1 | 1 | - | |
| | Business Systems Analyst | - | - | 1 | 1 | |
| | Customer Services Rep. | 6 | 6 | 5 | (1) | |
| | Customer Services Supervisor | 1 | 1 | 1 | - | |
| | Manager of Customer Service | 1 | 1 | 1 | - | |
| | Principal Account Clerk | 3 | 3 | 2 | (1) | |
| | Senior Customer Services Rep. | - | - | 1 | 1 | |
| | Total Authorized Positions | 12 | 12 | 12 | - | 0.0% |

Operating Budget Expenditures

1510030010

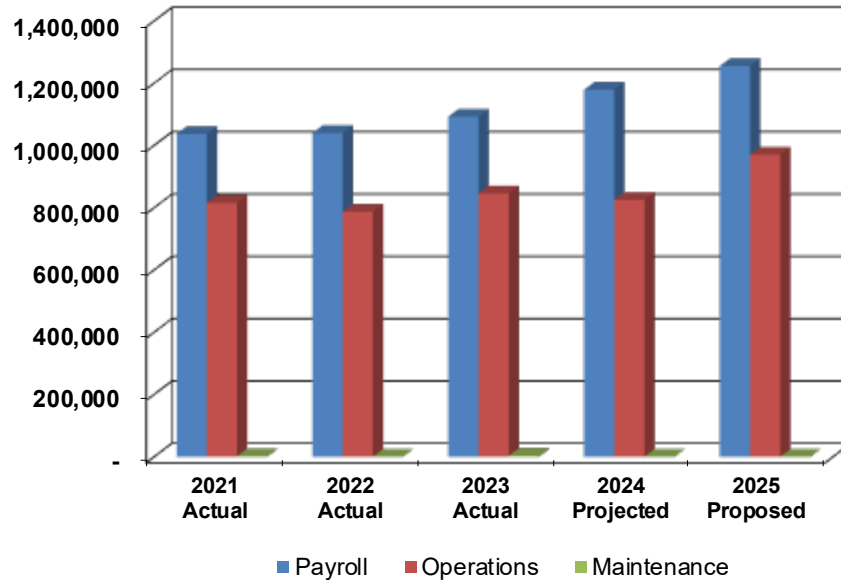
CAO – Customer Service – Budget Summary

| Commitment Item Expenditure Classification | | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|------------------------------|------------------|------------------|------------------|-------------------|
| <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 1,028,956 | 1,022,780 | 1,068,067 | 1,159,728 |
| 501030 | Overtime 100% | - | - | - | - |
| 501040 | Overtime 150% | 4,672 | 13,830 | 20,116 | 15,000 |
| 501050 | Overtime 200% | - | - | - | - |
| 501020 | Temporary Help | - | - | - | - |
| 501060 | Standby & Premium Pay | - | - | - | - |
| 501070 | Longevity Pay | 3,025 | 3,025 | 3,925 | 4,150 |
| Total Payroll | | 1,036,653 | 1,039,635 | 1,092,108 | 1,178,878 |
| <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 325 | 325 | 1,700 | 1,700 |
| 511070 | Employee Reimbursement | - | 319 | 123 | - |
| 511120 | Meeting Expenses | - | 310 | 587 | 250 |
| 512080 | Outside Services | 740,749 | 709,177 | 752,085 | 725,000 |
| 513010 | Office Supplies | 2,241 | 9,353 | 3,380 | 3,379 |
| 519020 | Postage | 40,000 | 41,561 | 61,707 | 62,510 |
| 519030 | Envelopes | 3,858 | 2,137 | 1,653 | 3,000 |
| 523130 | Photocopier Rental | 13,996 | 13,751 | 13,361 | 9,000 |
| 523140 | Other Equipment Rental | 213 | - | - | - |
| 523160 | Equipment Leases | 14,025 | 10,052 | 11,043 | 20,000 |
| Total Operations | | 815,407 | 786,985 | 845,640 | 824,840 |
| <u>Maintenance</u> | | | | | |
| 521050 | Office Furniture & Equipment | 1,489 | - | 2,879 | - |
| Total Maintenance | | 1,489 | - | 2,879 | - |
| Total Expenditure Classification | | 1,853,549 | 1,826,620 | 1,940,628 | 2,003,718 |
| <u>Funding Allocation</u> | | | | | |
| Sewer Allocation 49% | | 908,200 | 895,000 | 950,900 | 981,821 |
| Water Allocation 51% | | 945,349 | 931,620 | 989,728 | 1,021,897 |
| Total Funding Allocation | | 1,853,549 | 1,826,620 | 1,940,628 | 2,003,718 |

Operating Budget Expenditures

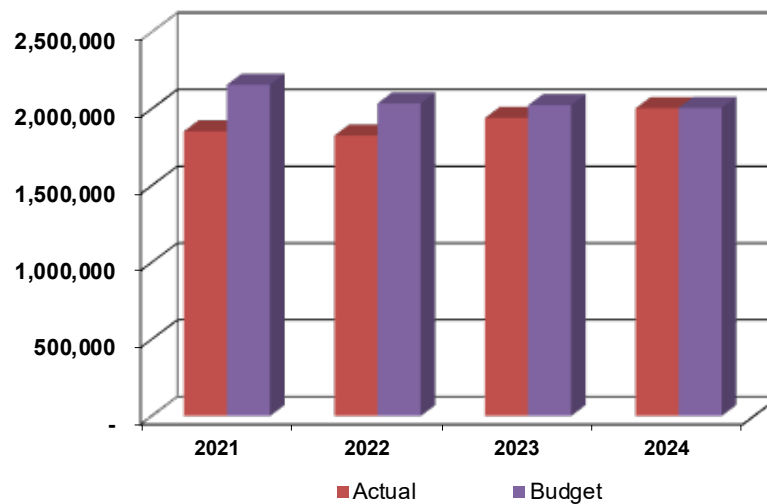
CAO – Customer Service – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 1,036,653 | 1,039,635 | 1,092,108 | 1,178,878 | 1,255,091 |
| Operations | 815,407 | 786,985 | 845,640 | 824,840 | 970,250 |
| Maintenance | 1,489 | - | 2,879 | - | - |
| Total | 1,853,549 | 1,826,620 | 1,940,628 | 2,003,718 | 2,225,341 |

Expenditures versus Budget

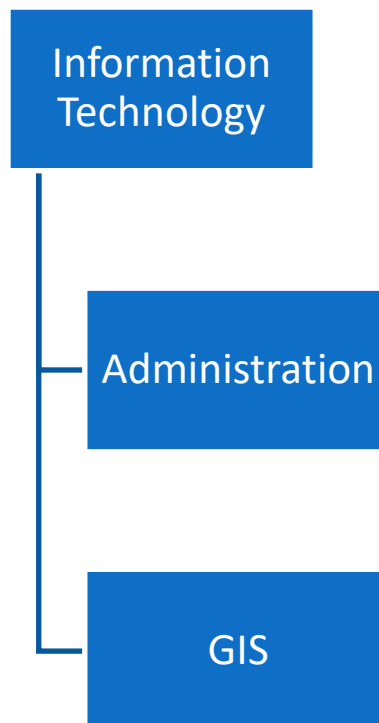


| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 2,156,100 | 2,034,797 | 2,023,444 | 2,005,643 |
| Actual | 1,853,549 | 1,826,620 | 1,940,628 | 2,003,718 |
| Variance | 302,551 | 208,177 | 82,816 | 1,925 |

Information Technology

Administration

Geographic Information System



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 \$10,599,195, reflecting an increase of \$1,133,565 or a 12.0% 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 have increased in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|------------------|------------------|-------------------|------------------|--------------|
| <u>Summary by Activity</u> | | | | | |
| Administration | 8,741,955 | 8,940,614 | 10,051,000 | 1,110,386 | |
| GIS | 593,373 | 525,016 | 548,195 | 23,179 | |
| Total Summary by Activity | 9,335,328 | 9,465,630 | 10,599,195 | 1,133,565 | 12.0% |
| <u>Summary by Major Accounts</u> | | | | | |
| Payroll | | | | | |
| Regular Pay | 2,208,803 | 2,286,755 | 2,475,597 | 188,842 | |
| Overtime 100% | 16,000 | 16,000 | 16,000 | - | |
| Overtime 150% | 30,000 | 30,000 | 25,000 | (5,000) | |
| Overtime 200% | - | 5,000 | 10,000 | 5,000 | |
| Temporary Help | 6,000 | 15,000 | 15,000 | - | |
| Standby & Premium Pay | - | - | - | - | |
| Longevity Pay | 4,325 | 3,275 | 3,200 | (75) | |
| Total Payroll | 2,265,128 | 2,356,030 | 2,544,797 | 188,767 | 8.0% |
| Operations | 4,650,200 | 4,659,600 | 5,643,600 | 984,000 | 21.1% |
| Maintenance | 2,420,000 | 2,450,000 | 2,410,798 | (39,202) | -1.6% |
| Capital Outlay | - | - | - | - | 0.0% |
| Total Summary by Major Accounts | 9,335,328 | 9,465,630 | 10,599,195 | 1,133,565 | 12.0% |
| <u>Funding Allocation</u> | | | | | |
| Sewer Allocation 33% | 3,080,600 | 3,123,657 | 3,497,734 | 374,076 | |
| Water Allocation 67% | 6,254,728 | 6,341,973 | 7,101,461 | 759,489 | |
| Total Funding Allocation | 9,335,328 | 9,465,630 | 10,599,195 | 1,133,565 | 12.0% |
| <u>Authorized Positions</u> | | | | | |
| Administration | 12 | 13 | 14 | 1 | |
| GIS | 5 | 4 | 4 | - | |
| Total Authorized Positions | 17 | 17 | 18 | 1 | 5.9% |

Operating Budget Expenditures

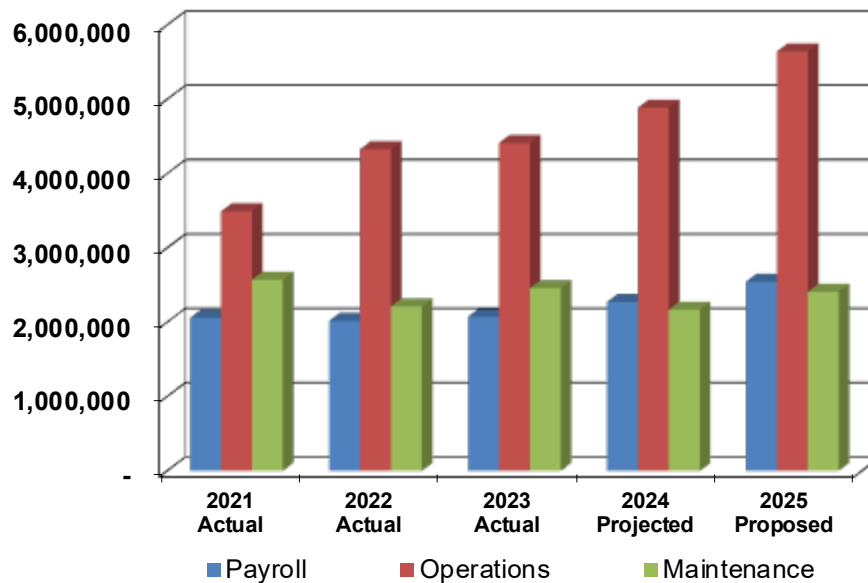
CAO – Information Technology – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|------------------|------------------|------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 7,496,687 | 7,994,463 | 8,534,567 | 8,825,851 |
| GIS | 626,505 | 561,776 | 408,826 | 502,652 |
| Total Summary by Activity | 8,123,192 | 8,556,239 | 8,943,394 | 9,328,504 |
| <u>Summary by Major Accounts</u> | | | | |
| Payroll | | | | |
| Regular Pay | 2,026,912 | 1,983,046 | 2,022,534 | 2,269,334 |
| Overtime 100% | 14,798 | 10,733 | 15,838 | 500 |
| Overtime 150% | 13,204 | 11,647 | 21,383 | 250 |
| Overtime 200% | - | - | 4,390 | - |
| Temporary Help | - | 8,968 | 6,044 | - |
| Standby & Premium Pay | - | - | - | - |
| Longevity Pay | 4,425 | 3,825 | 3,325 | 1,596 |
| Total Payroll | 2,059,339 | 2,018,219 | 2,073,514 | 2,271,680 |
| Operations | 3,492,514 | 4,326,668 | 4,412,594 | 4,888,287 |
| Maintenance | 2,571,339 | 2,211,352 | 2,457,287 | 2,168,537 |
| Capital Outlay | - | - | - | - |
| Total Summary by Major Accounts | 8,123,192 | 8,556,239 | 8,943,394 | 9,328,504 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 33% | 2,680,600 | 2,823,600 | 2,951,300 | 3,078,405 |
| Water Allocation 67% | 5,442,592 | 5,732,639 | 5,992,094 | 6,250,099 |
| Total Funding Allocation | 8,123,192 | 8,556,239 | 8,943,394 | 9,328,504 |

Budget Expenditure

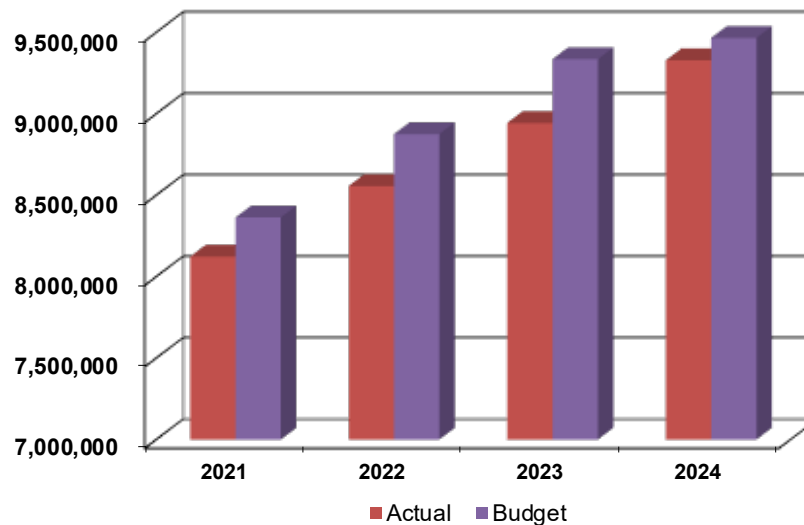
CAO – Information Technology – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|-------------------|
| Payroll | 2,059,339 | 2,018,219 | 2,073,514 | 2,271,680 | 2,544,797 |
| Operations | 3,492,514 | 4,326,668 | 4,412,594 | 4,888,287 | 5,643,600 |
| Maintenance | 2,571,339 | 2,211,352 | 2,457,287 | 2,168,537 | 2,410,798 |
| Total | 8,123,192 | 8,556,239 | 8,943,394 | 9,328,504 | 10,599,195 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 8,363,600 | 8,874,980 | 9,335,328 | 9,465,630 |
| Actual | 8,123,192 | 8,556,239 | 8,943,394 | 9,328,504 |
| Variance | 240,408 | 318,741 | 391,934 | 137,126 |

CAO – Information Technology – Administration

Description

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

Budget Commentary

The Information Technology proposed budget in 2025 is \$10,051,000 which is an increase of \$1,110,386 or 12.4% above the prior year's appropriation. There is an increase in budgeted positions in 2025.

Payroll: Increase of \$186,386 or 9.7% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to an Administration Assistant position.
- *Longevity Pay* has decreased due to participation and contractual agreements for eligible employees

Operations: Increase of \$987,000 or 21.2% above the prior year's appropriation.

- *Seminars & Conventions* are increasing to support professional development.
- An increase in *Information System Professional Fees* and *Equipment Leases* due to a contract change.
- 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: Decrease of \$63,000 or 2.6% below the prior year's appropriation.

- *Infrastructure Equipment/Licenses* 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* decreasing to support with current spending levels.
- *Information System R&M* increasing to support current spending levels.

Operating Budget Expenditures

1600010010

CAO – Information Technology – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|-------------------|------------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 1,681,080 | 1,845,739 | 2,032,200 | 186,461 | |
| 501030 | Overtime 100% | 15,000 | 15,000 | 15,000 | - | |
| 501040 | Overtime 150% | 30,000 | 30,000 | 25,000 | (5,000) | |
| 501050 | Overtime 200% | - | 5,000 | 10,000 | 5,000 | |
| 501020 | Temporary Pay | 6,000 | 15,000 | 15,000 | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 1,675 | 1,775 | 1,700 | (75) | |
| | Total Payroll | 1,733,755 | 1,912,514 | 2,098,900 | 186,386 | 9.7% |
| | <i>Operations</i> | | | | | |
| 511020 | Mileage Allowance | 500 | 500 | 500 | - | |
| 511050 | Employee Education Program | 10,000 | 15,000 | 15,000 | - | |
| 511070 | Employee Reimbursement | - | 1,500 | 1,500 | - | |
| 511100 | Seminars & Conventions | 2,000 | 7,500 | 10,000 | 2,500 | |
| 511110 | Business Travel | 2,500 | 1,900 | 1,900 | - | |
| 511120 | Meeting Expenses | 500 | 500 | 500 | - | |
| 511210 | Books & Periodicals | 1,000 | 1,000 | 1,000 | - | |
| 511220 | Dues & Memberships | 6,700 | 6,700 | 6,700 | - | |
| 512080 | Outside Services | 722,000 | 700,000 | 700,000 | - | |
| 512210 | Information System Professional Fees | 1,900,000 | 1,900,000 | 2,200,000 | 300,000 | |
| 513010 | Office Supplies | 3,000 | 3,000 | 3,000 | - | |
| 514110 | Telephone Voice & Data Lines | 708,000 | 755,000 | 755,000 | - | |
| 514120 | Mobile Communications | 360,000 | 340,000 | 340,000 | - | |
| 523130 | Photocopier Rental | 20,000 | 15,000 | 15,000 | - | |
| 523160 | Equipment Leases | 100,000 | 100,000 | 170,000 | 70,000 | |
| 523170 | Subscription Based Services | 802,000 | 800,500 | 1,415,000 | 614,500 | |
| | Total Operations | 4,638,200 | 4,648,100 | 5,635,100 | 987,000 | 21.2% |
| | <i>Maintenance</i> | | | | | |
| 521190 | Infrastructure Equip/Licenses | 225,000 | 200,000 | 167,000 | (33,000) | |
| 522020 | Communications Equipment R&M | 420,000 | 480,000 | 400,000 | (80,000) | |
| 522030 | Information System R&M | 1,725,000 | 1,700,000 | 1,750,000 | 50,000 | |
| | Total Maintenance | 2,370,000 | 2,380,000 | 2,317,000 | (63,000) | -2.6% |
| | Total Expenditure Classification | 8,741,955 | 8,940,614 | 10,051,000 | 1,110,386 | 12.4% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 33% | 2,884,800 | 2,950,402 | 3,316,830 | 366,427 | |
| | Water Allocation 67% | 5,857,155 | 5,990,212 | 6,734,170 | 743,959 | |
| | Total Funding Allocation | 8,741,955 | 8,940,614 | 10,051,000 | 1,110,386 | 12.4% |
| | <i>Authorized Positions</i> | | | | | |
| | Administration Assistant | - | - | 1 | 1 | |
| | Business Systems Analyst | 5 | 5 | 3 | (2) | |
| | Business Systems Analyst II | - | - | 3 | 3 | |
| | 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 | 2 | 1 | |
| | Network Analyst | 3 | 3 | 2 | (1) | |
| | Professional Level Associate | - | 1 | 1 | - | |
| | Total Authorized Positions | 12 | 13 | 14 | 1 | 7.7% |

CAO – Information Technology – GIS

Description

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

Budget Commentary

The GIS Services proposed budget for 2025 is \$548,195, an increase of \$23,179 or 4.4% above prior year's appropriation. The budgeted positions remain unchanged in 2025.

Payroll: Increase of \$2,381 or 0.5% above the prior year's appropriation.

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

Operations: Decrease of \$3,000 or 26.1% below the prior year's appropriation.

- *Outside Services* are decreasing based on anticipated spending reduction for the organization's GIS projects.

Maintenance: Increase of \$23,798 or 34.0% above the prior year's appropriation.

- *GIS R&M* is increasing to reflect increased software costs related to the ESRI pricing model changes.

Operating Budget Expenditures

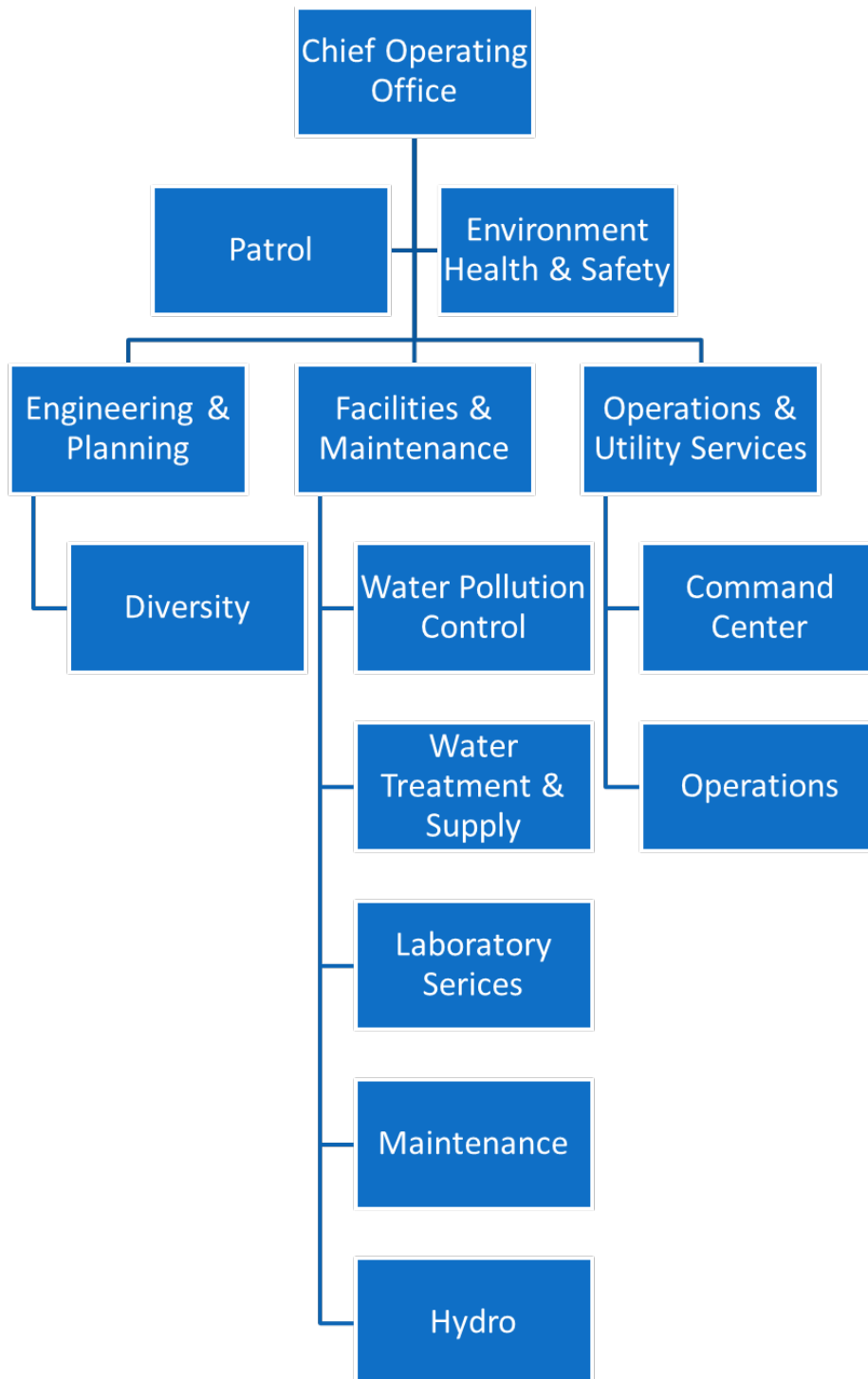
1600010020

CAO – Information Technology – GIS

| Commitment Item Expenditure Classification | | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|---|-----------------|-----------------|------------------|----------------|---------------|
| <u>Payroll</u> | | | | | | |
| 501010 | Regular Pay | 527,723 | 441,016 | 443,397 | 2,381 | |
| 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 | 2,650 | 1,500 | 1,500 | - | |
| | Total Payroll | 531,373 | 443,516 | 445,897 | 2,381 | 0.5% |
| <u>Operations</u> | | | | | | |
| 511100 | Seminars & Conventions | 500 | 4,000 | 4,000 | - | |
| 511220 | Dues & Memberships | 500 | 500 | 500 | - | |
| 512080 | Outside Services | 5,000 | 5,000 | 2,000 | (3,000) | |
| 513010 | Office Supplies | 2,000 | 2,000 | 2,000 | - | |
| 519100 | Printing | 4,000 | - | - | - | |
| | Total Operations | 12,000 | 11,500 | 8,500 | (3,000) | -26.1% |
| <u>Maintenance</u> | | | | | | |
| 522150 | Gis R&M | 50,000 | 70,000 | 93,798 | 23,798 | |
| | Total Maintenance | 50,000 | 70,000 | 93,798 | 23,798 | 34.0% |
| | Total Expenditure Classification | 593,373 | 525,016 | 548,195 | 23,179 | 4.4% |
| <u>Funding Allocation</u> | | | | | | |
| | Sewer Allocation 33% | 195,800 | 173,255 | 180,904 | 7,649 | |
| | Water Allocation 67% | 397,573 | 351,761 | 367,291 | 15,530 | |
| | Total Funding Allocation | 593,373 | 525,016 | 548,195 | 23,179 | 4.4% |
| <u>Authorized Positions</u> | | | | | | |
| | Principal GIS Analyst | 2 | 2 | 2 | - | |
| | GIS Analyst | 1 | 1 | 1 | - | |
| | Mapping Technician | 2 | 1 | 1 | - | |
| | Total Authorized Positions | 5 | 4 | 4 | - | 0.0% |

Chief Operating Office (COO)

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



Operating Budget Expenditures

COO – Budget Summary

Description

The Chief Operating Officer, is responsible for overseeing and directing all of the 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) proposed budgets for 2025 are \$72,888,045, an increase of \$2,890,432 or 4.1% above the prior year's appropriation. Budget details for the activities comprising the Chief Operating Office departments follow. Authorized positions decreased by a net of 4 positions.

Operating Budget Expenditures

COO – Budget Summary

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|-------------------|-------------------|-------------------|------------------|-------------|
| <i>Summary by Activity</i> | | | | | |
| Operating Office | 871,442 | 513,341 | 534,362 | 21,021 | |
| Engineering & Planning | 1,073,777 | 845,618 | 379,000 | (466,618) | |
| Environment, Health & Safety | 1,013,244 | 1,031,899 | 1,304,149 | 272,250 | |
| Command Center | 6,059,793 | 6,618,317 | 6,642,285 | 23,968 | |
| Operations | 14,194,647 | 15,385,397 | 15,953,569 | 568,172 | |
| Laboratory Services | 1,579,289 | 1,576,529 | 1,698,767 | 122,238 | |
| Water Pollution Control | 21,537,206 | 20,373,122 | 21,963,385 | 1,590,263 | |
| Maintenance | 12,707,413 | 13,096,991 | 13,701,120 | 604,129 | |
| Water Treatment & Supply | 9,292,383 | 9,219,496 | 9,320,707 | 101,211 | |
| Patrol | 1,453,642 | 1,336,903 | 1,390,701 | 53,798 | |
| <i>Total Summary by Activity</i> | 69,782,836 | 69,997,613 | 72,888,045 | 2,890,432 | 4.1% |
| <i>Summary by Major Accounts</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 32,217,379 | 33,392,161 | 33,820,484 | 428,323 | |
| Overtime 100% | - | 500 | 500 | - | |
| Overtime 150% | 2,665,500 | 2,715,258 | 2,943,376 | 228,118 | |
| Overtime 200% | 1,338,000 | 1,333,480 | 1,415,800 | 82,320 | |
| Temporary Help | 46,000 | 36,500 | 120,000 | 83,500 | |
| Standby & Premium Pay | 337,150 | 439,624 | 488,100 | 48,476 | |
| Longevity Pay | 52,450 | 118,200 | 109,360 | (8,840) | |
| <i>Total Payroll</i> | 36,656,479 | 38,035,723 | 38,897,620 | 861,897 | 2.3% |
| Operations | 28,596,757 | 27,554,240 | 29,287,400 | 1,733,160 | 6.3% |
| Maintenance | 4,529,600 | 4,407,650 | 4,703,025 | 295,375 | 6.7% |
| <i>Total Summary by Major Accounts</i> | 69,782,836 | 69,997,613 | 72,888,045 | 2,890,432 | 4.1% |

Funding Allocation

| | | | | | |
|--|-------------------|-------------------|-------------------|------------------|-------------|
| Sewer Allocation - Composite | 35,580,306 | 34,815,473 | 36,825,692 | 2,010,219 | |
| Water Allocation - Composite | 34,202,530 | 35,182,140 | 36,062,354 | 880,214 | |
| <i>Total Funding Allocation</i> | 69,782,836 | 69,997,613 | 72,888,045 | 2,890,432 | 4.1% |

| Authorized Positions | 2023 Adopted | 2024 Adopted | 2025 Proposed | Change | % Change |
|--|-----------------|-----------------|------------------|------------|--------------|
| Operating Office | 4 | 2 | 2 | - | |
| Engineering & Planning | 5 | 3 | - | (3) | |
| Environment, Health & Safety | 4 | 4 | 6 | 2 | |
| Command Center | 46 | 49 | 46 | (3) | |
| Operations | 90 | 88 | 88 | - | |
| Laboratory Services | 7 | 8 | 7 | (1) | |
| Water Pollution Control | 58 | 58 | 59 | 1 | |
| Maintenance | 52 | 57 | 55 | (2) | |
| Water Treatment & Supply | 40 | 39 | 40 | 1 | |
| Patrol | 7 | 6 | 7 | 1 | |
| <i>Total Authorized Positions</i> | 313 | 314 | 310 | (4) | -1.3% |

Operating Budget Expenditures

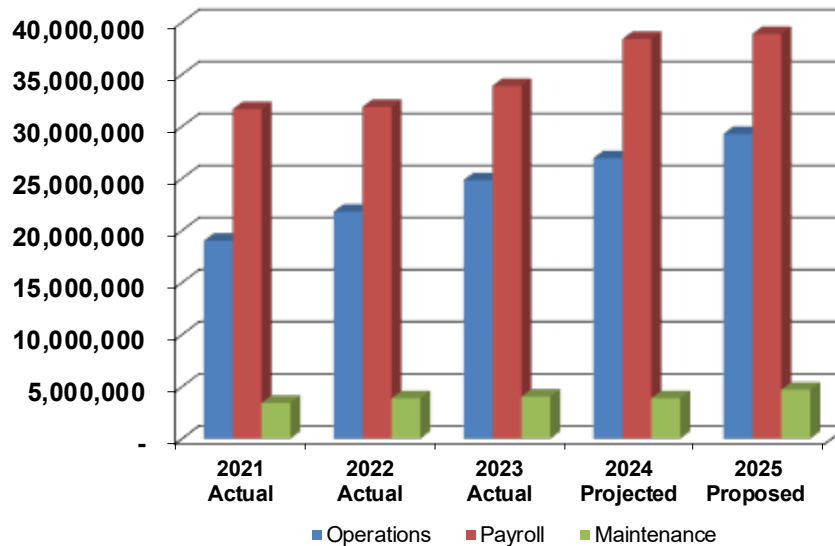
COO – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|-------------------|-------------------|-------------------|-------------------|
| <i>Summary by Activity</i> | | | | |
| Operating Office | 732,120 | 679,823 | 864,596 | 509,794 |
| Engineering & Planning | 908,077 | 922,378 | 860,480 | 829,579 |
| Environment, Health & Safety | 814,446 | 769,207 | 929,814 | 1,018,419 |
| Command Center | 4,037,375 | 4,557,438 | 5,916,859 | 6,618,317 |
| Operations | 11,515,066 | 12,851,659 | 13,363,693 | 15,350,484 |
| Laboratory Services | 1,408,957 | 1,363,945 | 1,521,602 | 1,551,003 |
| Water Pollution Control | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 |
| Maintenance | 10,022,212 | 10,729,986 | 11,132,460 | 12,892,613 |
| Water Treatment & Supply | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,626 |
| Patrol | 1,311,532 | 1,268,747 | 1,156,959 | 1,317,822 |
| <i>Total Summary by Activity</i> | 54,091,351 | 57,572,766 | 62,782,941 | 69,242,853 |
| <i>Summary by Major Accounts</i> | | | | |
| Payroll | | | | |
| Regular Pay | 27,288,541 | 27,612,542 | 29,134,558 | 33,164,674 |
| Overtime 100% | 1,203 | 477 | 590 | 500 |
| Overtime 150% | 2,732,728 | 2,720,900 | 2,983,566 | 3,219,318 |
| Overtime 200% | 1,195,493 | 1,165,851 | 1,309,771 | 1,383,780 |
| Temporary Help | 848 | 1,224 | 3,029 | 108,247 |
| Standby & Premium Pay | 390,555 | 333,512 | 362,910 | 415,461 |
| Longevity Pay | 42,753 | 46,926 | 106,360 | 108,575 |
| <i>Total Payroll</i> | 31,652,121 | 31,881,432 | 33,900,784 | 38,400,554 |
| Operations | 19,016,609 | 21,814,257 | 24,840,751 | 26,952,178 |
| Maintenance | 3,422,621 | 3,877,077 | 4,041,406 | 3,890,121 |
| <i>Total Summary by Major Accounts</i> | 54,091,351 | 57,572,766 | 62,782,941 | 69,242,853 |
| <i>Funding Allocation</i> | | | | |
| Sewer Allocation - Composite | 27,382,611 | 29,065,458 | 31,817,156 | 34,426,219 |
| Water Allocation - Composite | 26,708,740 | 28,507,308 | 30,965,786 | 34,816,633 |
| <i>Total Funding Allocation</i> | 54,091,351 | 57,572,766 | 62,782,941 | 69,242,853 |

Operating Budget Expenditures

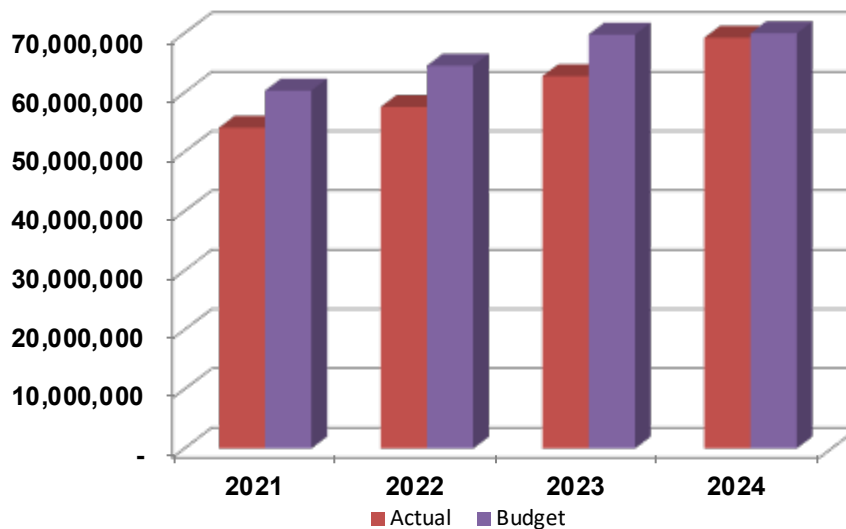
COO – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Payroll | 31,651,975 | 31,881,431 | 33,900,784 | 38,400,554 | 38,897,620 |
| Operations | 19,016,755 | 21,814,257 | 24,840,751 | 26,952,178 | 29,287,400 |
| Maintenance | 3,422,621 | 3,877,077 | 4,041,406 | 3,890,121 | 4,703,025 |
| Total | 54,091,351 | 57,572,765 | 62,782,941 | 69,242,853 | 72,888,045 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|------------------|------------------|------------------|----------------|
| Budget | 60,337,500 | 64,543,381 | 69,782,836 | 69,997,613 |
| Actual | 54,091,351 | 57,572,765 | 62,782,941 | 69,242,855 |
| Variance | 6,246,149 | 6,970,616 | 6,999,895 | 754,758 |

Administration

COO – Administration – Budget Summary

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 2025 totals \$534,362, increasing by \$21,021 or 4.1% below the prior year's appropriation. The budgeted positions remain unchanged in 2025.

Payroll: Increase of \$19,421 or 4.5% below the prior year's appropriation.

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

Operations: Increase of \$1,600 or 2.0% below the prior year's appropriation.

- *Employee Education Program & Meeting Expenses* are increasing to reflect anticipated spending offset partially by a decrease in *Dues & Memberships*.

Operating Budget Expenditures

2300010010

COO – Administration – Budget Summary

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|---|-----------------|-----------------|------------------|---------------|-------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 787,542 | 431,991 | 451,412 | 19,421 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 1,500 | 750 | 750 | - | |
| | Total Payroll | 789,042 | 432,741 | 452,162 | 19,421 | 4.5% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 400 | - | - | - | |
| 511020 | Mileage Allowance | 100 | 100 | 100 | - | |
| 511050 | Employee Education Program | 66,400 | 66,400 | 67,000 | 600 | |
| 511070 | Employee Reimbursement | - | 100 | 100 | - | |
| 511100 | Seminars & Conventions | 4,000 | 4,000 | 4,000 | - | |
| 511210 | Books & Periodicals | - | - | - | - | |
| 511120 | Meeting Expenses | 4,000 | 4,000 | 5,500 | 1,500 | |
| 511220 | Dues & Memberships | 2,000 | 2,000 | 1,500 | (500) | |
| 512070 | Consultant Services | - | - | - | - | |
| 512080 | Outside Services | - | - | - | - | |
| 512840 | Licenses & Registration | 1,500 | - | - | - | |
| 513010 | Office Supplies | 4,000 | 4,000 | 4,000 | - | |
| 513080 | Communication Equipment & Supp. | - | - | - | - | |
| 513120 | Safety Supplies | - | - | - | - | |
| | Total Operations | 82,400 | 80,600 | 82,200 | 1,600 | 2.0% |
| | Total Expenditure Classification | 871,442 | 513,341 | 534,362 | 21,021 | 4.1% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 427,000 | 251,537 | 261,837 | 10,300 | |
| | Water Allocation 51% | 444,442 | 261,804 | 272,525 | 10,721 | |
| | Total Funding Allocation | 871,442 | 513,341 | 534,362 | 21,021 | 4.1% |
| | <u>Authorized Positions</u> | | | | | |
| | Administrative Assistant | 1 | 1 | 1 | - | |
| | Director of Facilities | 1 | - | - | - | |
| | Chief Operating Officer (COO) | 1 | 1 | 1 | - | |
| | Contract Administrator | 1 | - | - | - | |
| | Total Authorized Positions | 4 | 2 | 2 | - | 0.0% |

Operating Budget Expenditures

2300010010

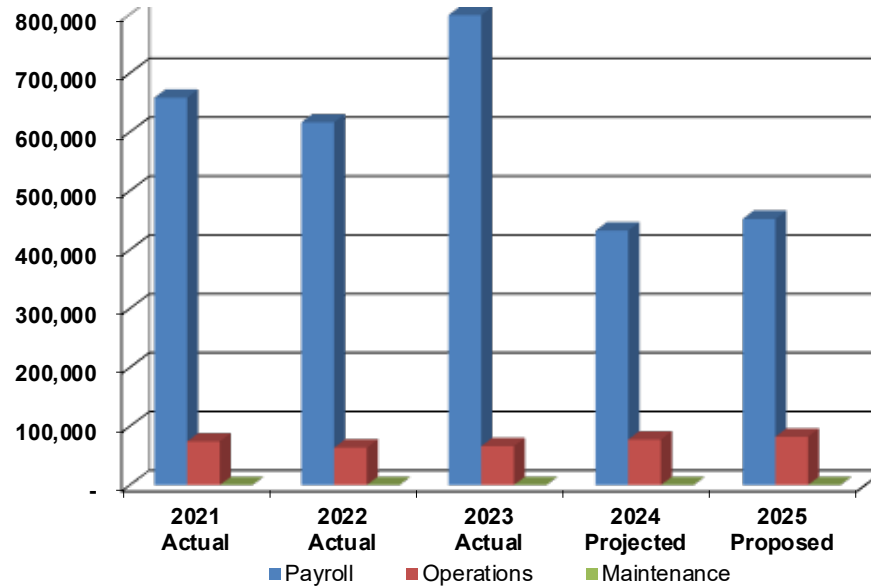
COO – Administration – Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--------------------|---|----------------|----------------|----------------|-------------------|
| | <u>Payroll</u> | | | | |
| 501010 | Regular Pay | 651,316 | 614,754 | 796,865 | 431,675 |
| 501030 | Overtime 100% | 1,203 | - | - | - |
| 501040 | Overtime 150% | 4,518 | 454 | - | - |
| 501050 | Overtime 200% | - | - | - | - |
| 501020 | Temporary Pay | - | - | - | - |
| 501060 | Standby & Premium Pay | - | - | - | - |
| 501070 | Longevity Pay | 950 | 1,050 | 1,500 | 750 |
| | Total Payroll | 657,987 | 616,258 | 798,365 | 432,425 |
| | <u>Operations</u> | | | | |
| 511010 | Clothing Allowance | - | - | - | - |
| 511020 | Mileage Allowance | 120 | 81 | 84 | 86 |
| 511050 | Employee Education Program | 67,380 | 54,661 | 55,076 | 64,900 |
| 511070 | Employee Reimbursement | - | - | 50 | - |
| 511100 | Seminars & Conventions | 199 | 100 | 3,349 | 3,967 |
| 511120 | Meeting Expenses | 3,048 | 4,961 | 4,390 | 5,501 |
| 511220 | Dues & Memberships | - | 335 | 565 | 500 |
| 512840 | Licenses & Registration | - | - | - | - |
| 513010 | Office Supplies | 3,386 | 2,954 | 2,717 | 2,415 |
| | Total Operations | 74,133 | 63,565 | 66,231 | 77,369 |
| | Total Expenditure Classification | 732,120 | 679,823 | 864,596 | 509,794 |
| | <u>Funding Allocation</u> | | | | |
| | Sewer Allocation 49% | 358,700 | 333,100 | 423,700 | 249,799 |
| | Water Allocation 51% | 373,420 | 346,723 | 440,896 | 259,995 |
| | Total Funding Allocation | 732,120 | 679,823 | 864,596 | 509,794 |

Operating Budget Expenditures

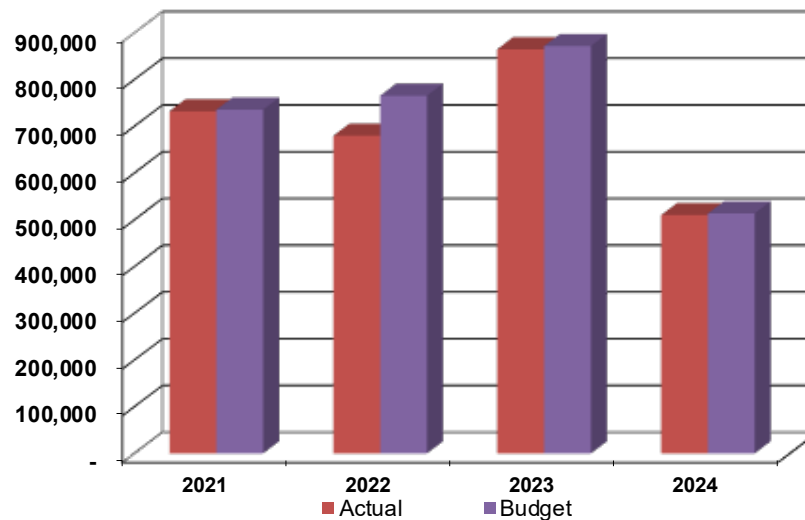
COO – Administration – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Payroll | 657,987 | 616,258 | 798,365 | 432,425 | 452,162 |
| Operations | 74,133 | 63,565 | 66,231 | 77,369 | 82,200 |
| Maintenance | - | - | - | - | - |
| Total | 732,120 | 679,823 | 864,596 | 509,794 | 534,362 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|---------|---------|---------|---------|
| Budget | 735,400 | 765,354 | 871,442 | 513,341 |
| Actual | 732,120 | 679,823 | 864,596 | 509,794 |
| Variance | 3,280 | 85,531 | 6,846 | 3,547 |

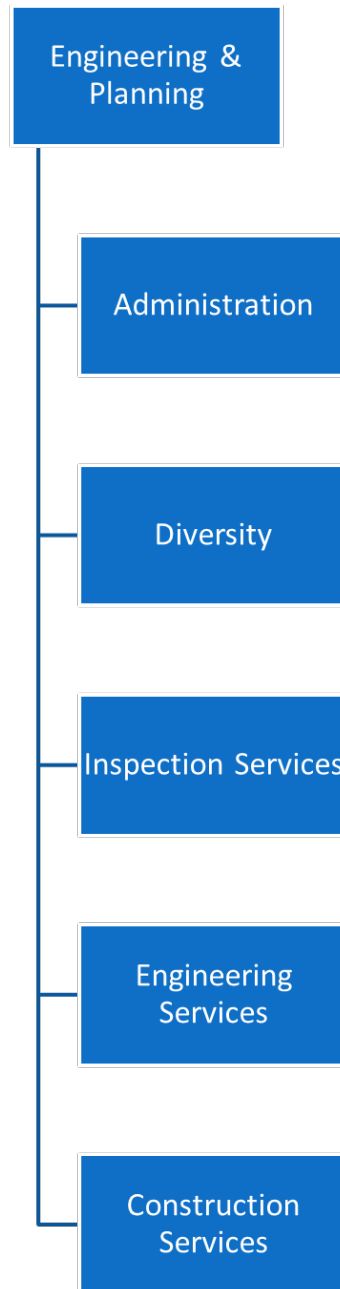
Engineer & Planning

Administration

Diversity

Engineering Services

Construction Services



Operating Budget Expenditures

COO – Engineering & Planning – Budget Summary

Description

The Engineering and Planning Department in 2025 consists of: Administration, Diversity, Engineering Services and Construction Services.

Budget Commentary

The Engineering & Planning proposed budget for 2025 is \$379,000, a decrease of \$466,618 or 55.2% 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. Senior Engineer Drafter, Strategic Sourcing Specialist and Director of Engineering were transferred to Engineering Services (C1H03).

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------|-----------------|------------------|------------------|----------------|
| <i>Summary by Activity</i> | | | | | |
| Administration | 891,078 | 833,618 | 350,500 | (483,118) | |
| Diversity | 182,699 | 12,000 | 28,500 | 16,500 | |
| Total Summary by Activity | 1,073,777 | 845,618 | 379,000 | (466,618) | -55.2% |
| <i>Summary by Major Account</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 702,302 | 490,018 | - | (490,018) | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | - | - | - | - | |
| Overtime 200% | - | - | - | - | |
| Temporary Help | - | - | - | - | |
| Standby & Premium Pay | - | - | - | - | |
| Longevity Pay | 2,375 | 2,000 | - | (2,000) | -100.0% |
| Total Payroll | 704,677 | 492,018 | - | (492,018) | -100.0% |
| Operations | 354,100 | 338,100 | 359,000 | 20,900 | 6.2% |
| Maintenance | 15,000 | 15,500 | 20,000 | 4,500 | 29.0% |
| Total Summary by Major Account | 1,073,777 | 845,618 | 379,000 | (466,618) | -55.2% |

Funding Allocation

| | | | | | |
|---------------------------------|------------------|----------------|----------------|------------------|---------------|
| Sewer Allocation 49% | 526,100 | 414,352 | 185,710 | (228,643) | |
| Water Allocation 51% | 547,677 | 431,266 | 193,290 | (237,975) | |
| Total Funding Allocation | 1,073,777 | 845,618 | 379,000 | (466,618) | -55.2% |

Authorized Positions

| | | | | | |
|-----------------------------------|----------|----------|----------|------------|----------------|
| Administration | 4 | 3 | - | (3) | |
| Diversity | 1 | - | - | - | |
| Total Authorized Positions | 5 | 3 | - | (3) | -100.0% |

Operating Budget Expenditures

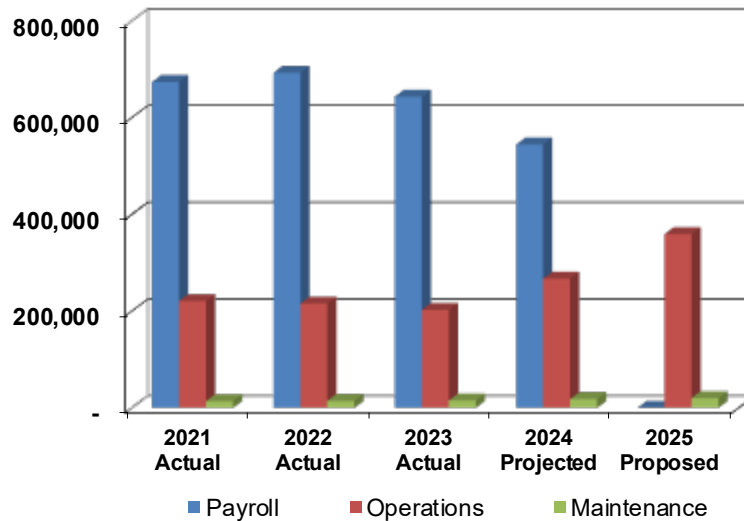
COO – Engineering & Planning – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|----------------|----------------|----------------|-------------------|
| <i>Summary by Activity</i> | | | | |
| Administration | 745,896 | 767,453 | 738,471 | 818,079 |
| Diversity | 162,181 | 154,925 | 122,009 | 11,500 |
| Total Summary by Activity | 908,077 | 922,378 | 860,480 | 829,579 |
| <i>Summary by Major Account</i> | | | | |
| Payroll | | | | |
| Regular Pay | 671,795 | 690,264 | 640,697 | 542,393 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | - | - | - | - |
| Overtime 200% | - | - | - | - |
| Temporary Help | - | - | - | - |
| Standby & Premium Pay | - | - | - | - |
| Longevity Pay | 1,875 | 2,200 | 2,300 | 2,025 |
| Total Payroll | 673,670 | 692,464 | 642,997 | 544,418 |
| Operations | 220,691 | 215,506 | 202,359 | 267,017 |
| Maintenance | 13,716 | 14,408 | 15,125 | 18,144 |
| Total Summary by Major Account | 908,077 | 922,378 | 860,480 | 829,579 |
| <i>Funding Allocation</i> | | | | |
| Sewer Allocation 49% | 445,000 | 452,000 | 421,700 | 406,493 |
| Water Allocation 51% | 463,077 | 470,378 | 438,780 | 423,086 |
| Total Funding Allocation | 908,077 | 922,378 | 860,480 | 829,579 |

Operating Budget Expenditures

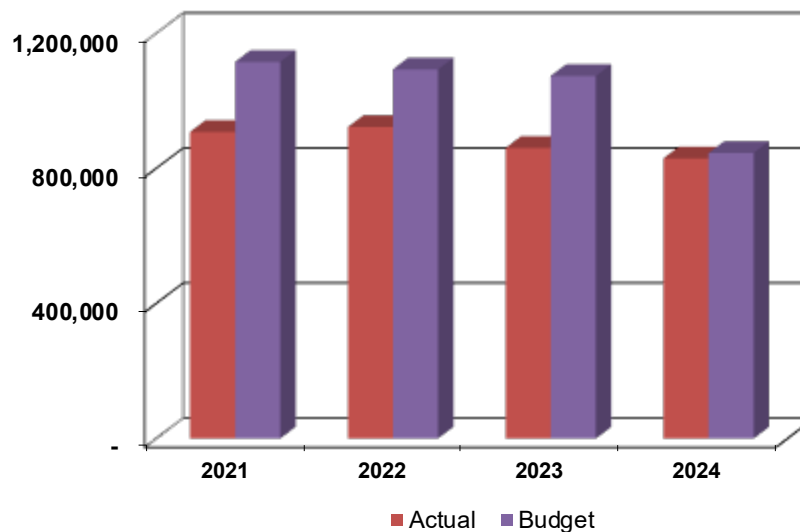
COO – Engineering & Planning – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Payroll | 673,670 | 692,464 | 642,997 | 544,418 | - |
| Operations | 220,691 | 215,506 | 202,359 | 267,017 | 359,000 |
| Maintenance | 13,716 | 14,408 | 15,125 | 18,144 | 20,000 |
| Total | 908,077 | 922,378 | 860,480 | 829,580 | 379,002 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|----------------|----------------|----------------|---------------|
| Budget | 1,115,300 | 1,093,132 | 1,073,777 | 845,618 |
| Actual | 908,077 | 922,378 | 860,480 | 829,580 |
| Variance | 207,223 | 170,754 | 213,297 | 16,038 |

COO – Engineering & Planning – Administration

Description

The Administration activity headed by the Director of Engineering and Planning, is responsible for the overall management of the department's major activities: Diversity, 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 proposed budget for 2025 is \$350,500, a decrease of \$483,118 or 58.0% below the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

Payroll: Decrease of \$492,018 or 100.0% below the prior year's appropriation.

- *Regular Pay* is decreasing based on Senior Engineer Drafter, Strategic Sourcing Specialist and Direct of Engineering were transferred to CIP Engineering Services (C1H03). Professional Level Trainee to Construction Services (C1H04).

Operations: Increase of \$4,000 or 1.3% below the prior year's appropriation.

- *Seminars & Conventions* are increasing due to more employees attending conventions.
- *Employee Reimbursement, Meeting Expenses, Books & Periodicals, Engineering Professional Fees, and Communication Equipment* are decreasing based on historical expenditures.
- *Small Tools & Equipment* is increasing due to anticipated spending.

Maintenance: Increase of \$4,500 or 29.0% above the prior year's appropriation.

- *Infrastructure Equip/Licenses* are increasing due to anticipated cost increases related to a renewal of a software that forecasts water consumption models.

Operating Budget Expenditures

2100010010

COO – Engineering & Planning – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|------------------|----------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 531,978 | 490,018 | - | (490,018) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 2,000 | 2,000 | - | (2,000) | |
| | <i>Total Payroll</i> | 533,978 | 492,018 | - | (492,018) | -100.0% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 500 | - | - | - | |
| 511020 | Mileage Allowance | 1,800 | - | - | - | |
| 511050 | Employee Education Program | 1,000 | 1,000 | 1,000 | - | |
| 511070 | Employee Reimbursement | - | 100 | - | (100) | |
| 511100 | Seminars & Conventions | 4,000 | 10,000 | 15,000 | 5,000 | |
| 511120 | Meeting Expenses | 1,000 | 1,000 | 500 | (500) | |
| 511210 | Books & Periodicals | 1,000 | 1,000 | 500 | (500) | |
| 511220 | Dues & Memberships | 6,500 | 6,500 | 6,500 | - | |
| 512070 | Consultant Services | 200,000 | 200,000 | 200,000 | - | |
| 512080 | Outside Services | 100,000 | 80,000 | 80,000 | - | |
| 512220 | Engineering Professional Fees | 8,400 | 8,400 | 8,000 | (400) | |
| 512840 | Licenses & Registration | 1,500 | 1,000 | 1,000 | - | |
| 513010 | Office Supplies | 12,000 | 15,000 | 15,000 | - | |
| 513080 | Communication Equipment & Supp. | 100 | 100 | - | (100) | |
| 513120 | Safety Supplies | 300 | 1,000 | 1,000 | - | |
| 513400 | Small Tools & Equipment | 1,000 | 1,000 | 2,000 | 1,000 | |
| 513690 | Materials From Stock | 3,000 | - | - | - | |
| | <i>Total Operations</i> | 342,100 | 326,100 | 330,500 | 4,400 | 1.3% |
| | <i>Maintenance</i> | | | | | |
| 521190 | Infrastructure Equip/Licenses | 15,000 | 15,500 | 20,000 | 4,500 | |
| | <i>Total Maintenance</i> | 15,000 | 15,500 | 20,000 | 4,500 | 29.0% |
| | <i>Total Expenditure Classification</i> | 891,078 | 833,618 | 350,500 | (483,118) | -58.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 436,600 | 408,472 | 171,745 | (236,728) | |
| | Water Allocation 51% | 454,478 | 425,146 | 178,755 | (246,390) | |
| | <i>Total Funding Allocation</i> | 891,078 | 833,618 | 350,500 | (483,118) | -58.0% |
| | <i>Authorized Positions</i> | | | | | |
| | Director of Engineering & Planning | 1 | 1 | - | (1) | |
| | Sr. Engineering Drafter | 1 | 1 | - | (1) | |
| | Strategic Sourcing Specialist | 1 | 1 | - | (1) | |
| | Professional Level Trainee | 1 | - | - | - | |
| | <i>Total Authorized Positions</i> | 4 | 3 | - | (3) | -100.0% |

COO – Engineering & Planning – Diversity

Description

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

Budget Commentary

The Diversity 2025 proposed budget is \$28,500, an increase of \$16,500, or 137.5% above the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

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

- No change in the budget for 2025.

Operations: Increase of \$16,500 or 137.5% above the prior year's appropriation.

- *Seminars & Conventions, Business Travel, Dues & Memberships, Consultant Services and Diversity Programs* are increasing to accommodate an increase in event participation, job fairs, college fairs, MDC Diversity Department fairs and sponsorships.

Operating Budget Expenditures

2100010030

COO – Engineering & Planning – Diversity

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|---------------|---------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 170,324 | - | - | - | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 375 | - | - | - | |
| | <i>Total Payroll</i> | 170,699 | - | - | - | 0.0% |
| | <i>Operations</i> | | | | | |
| 511100 | Seminars & Conventions | 1,000 | 1,000 | 3,500 | 2,500 | |
| 511110 | Business Travel | 500 | 500 | 2,000 | 1,500 | |
| 511220 | Dues & Memberships | 500 | 500 | 1,000 | 500 | |
| 512070 | Consultant Services | 5,000 | 5,000 | 12,000 | 7,000 | |
| 519080 | Diversity Programs | 5,000 | 5,000 | 10,000 | 5,000 | |
| | <i>Total Operations</i> | 12,000 | 12,000 | 28,500 | 16,500 | 137.5% |
| | <i>Total Expenditure Classification</i> | 182,699 | 12,000 | 28,500 | 16,500 | 137.5% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 89,500 | 5,880 | 13,965 | 8,085 | |
| | Water Allocation 51% | 93,199 | 6,120 | 14,535 | 8,415 | |
| | <i>Total Funding Allocation</i> | 182,699 | 12,000 | 28,500 | 16,500 | 137.5% |
| | <i>Authorized Positions</i> | | | | | |
| | Diversity Manager | 1 | - | - | - | |
| | <i>Total Authorized Positions</i> | 1 | - | - | - | 0.0% |

COO – Engineering & Planning – Engineering Services

Description/Budget Commentary

The Engineering Services department is a part of the Capital Improvement Program. Employees in E&P Administration (2100010010) and Communications (1200010020) departments have been consolidated with Engineering Services for 2025. There are 3 positions transferred from E&P Administration (2100010010), 2 positions Communications (1200010020), 4 new positions and 17 positions budgeted for Engineering Services (C1H03). 12 positions have been transferred from Engineering Services (C1H03) to Integrated Plan (C1X01). There are a total of 26 positions that are budgeted for the full 2025 Capital Improvement Program year.

COO – Engineering & Planning – Construction Services

Description/Budget Commentary

The Construction Services department is a part of the Capital Improvement Program. Specific projects and details are in the 2025 Capital Improvement Budget. 10 positions have been transferred from Construction Services (C1H04) to Integrated Plan (C1X01). There are 19 positions budgeted for the full 2025 Capital Improvement Program budget year.

COO – Engineering & Planning – Integrated Plan

Description/Budget Commentary

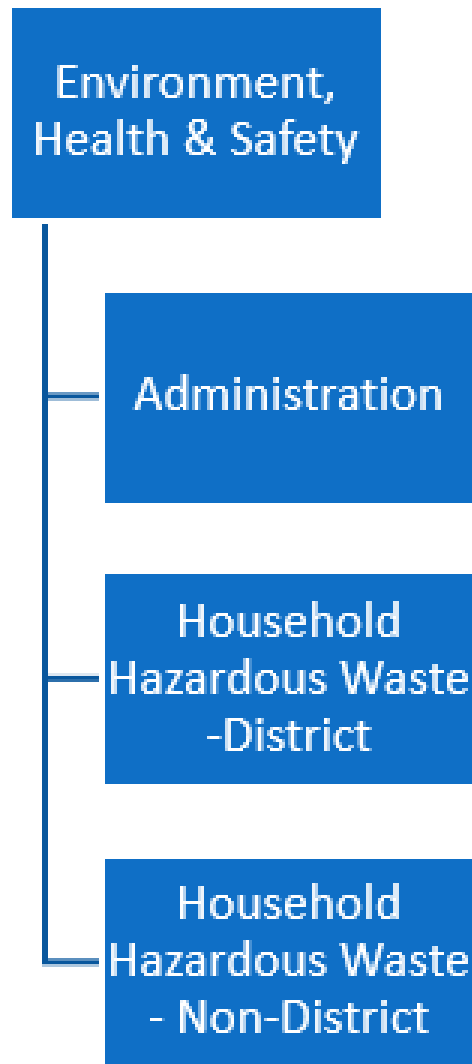
The Integrated Plan department is a part of the Capital Improvement Program. Specific projects and details are in the 2025 Capital Improvement Budget. 12 positions have been transferred from Engineering Services (C1H03), 10 positions have been transferred from Construction Services (C1H04). There are 30 positions budgeted for the full 2025 Capital Improvement Program budget year.

Environment, Health & Safety

Administration

Household Hazardous Waste — District

Household Hazardous Waste — Non-District



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 proposed budget for 2025 totals \$1,304,149, an increase of \$272,250 or 26.4% above the prior year's appropriation. Budget details for the activities comprising the Environment, Health & Safety Department follow. There is an increase in the budgeted positions in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------|------------------|------------------|----------------|--------------|
| <i>Summary by Activity</i> | | | | | |
| Administration | 697,944 | 723,299 | 993,749 | 270,450 | |
| HHW District | 285,200 | 277,900 | 280,800 | 2,900 | |
| HHW Non-District | 30,100 | 30,700 | 29,600 | (1,100) | |
| Total Summary by Activity | 1,013,244 | 1,031,899 | 1,304,149 | 272,250 | 26.4% |
| <i>Summary by Major Account</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 518,569 | 548,924 | 818,874 | 269,950 | |
| 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 | 1,575 | 1,575 | 1,575 | - | |
| Total Payroll | 541,144 | 571,999 | 831,949 | 259,950 | 45.4% |
| Operations | 472,100 | 459,900 | 472,200 | 12,300 | 2.7% |
| Maintenance | - | - | - | - | 0.0% |
| Total Summary by Major Account | 1,013,244 | 1,031,899 | 1,304,149 | 272,250 | 26.4% |

Funding Allocation

| | | | | | |
|---------------------------------|------------------|------------------|------------------|----------------|--------------|
| Sewer Allocation 49% | 496,400 | 505,630 | 639,033 | 133,403 | |
| Water Allocation 51% | 516,844 | 526,269 | 665,116 | 138,848 | |
| Total Funding Allocation | 1,013,244 | 1,031,899 | 1,304,149 | 272,250 | 26.4% |

Authorized Positions

| | | | | | |
|-----------------------------------|----------|----------|----------|----------|--------------|
| Administration | 4 | 4 | 6 | 2 | |
| HHW District | - | - | - | - | |
| HHW Non-District | - | - | - | - | |
| Total Authorized Positions | 4 | 4 | 6 | 2 | 50.0% |

Operating Budget Expenditures

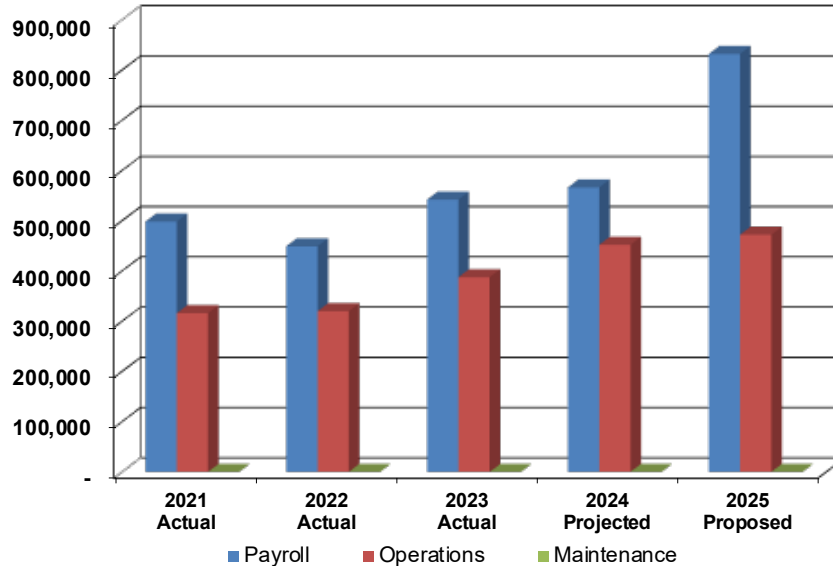
COO – Environment, Health & Safety – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|----------------|----------------|----------------|-------------------|
| <i>Summary by Activity</i> | | | | |
| Administration | 599,617 | 568,793 | 666,500 | 721,979 |
| HHW District | 195,542 | 177,336 | 242,041 | 267,999 |
| HHW Non-District | 19,287 | 23,078 | 21,274 | 28,441 |
| <i>Total Summary by Activity</i> | 814,446 | 769,207 | 929,814 | 1,018,419 |
| <i>Summary by Major Account</i> | | | | |
| Payroll | | | | |
| Regular Pay | 489,758 | 437,989 | 532,300 | 548,530 |
| Overtime 100% | - | 477 | 590 | 500 |
| Overtime 150% | 7,203 | 7,712 | 7,732 | 5,671 |
| Overtime 200% | - | - | - | - |
| Temporary Help | - | 1,224 | - | 10,000 |
| Standby & Premium Pay | - | - | - | - |
| Longevity Pay | 1,400 | 1,725 | 1,575 | 1,575 |
| <i>Total Payroll</i> | 498,361 | 449,127 | 542,197 | 566,276 |
| Operations | 316,085 | 320,080 | 387,617 | 452,143 |
| Maintenance | - | - | - | - |
| <i>Total Summary by Major Account</i> | 814,446 | 769,207 | 929,814 | 1,018,419 |
| <i>Funding Allocation</i> | | | | |
| Sewer Allocation 49% | 399,100 | 376,900 | 455,600 | 499,024 |
| Water Allocation 51% | 415,346 | 392,307 | 474,214 | 519,395 |
| <i>Total Funding Allocation</i> | 814,446 | 769,207 | 929,814 | 1,018,419 |

Operating Budget Expenditures

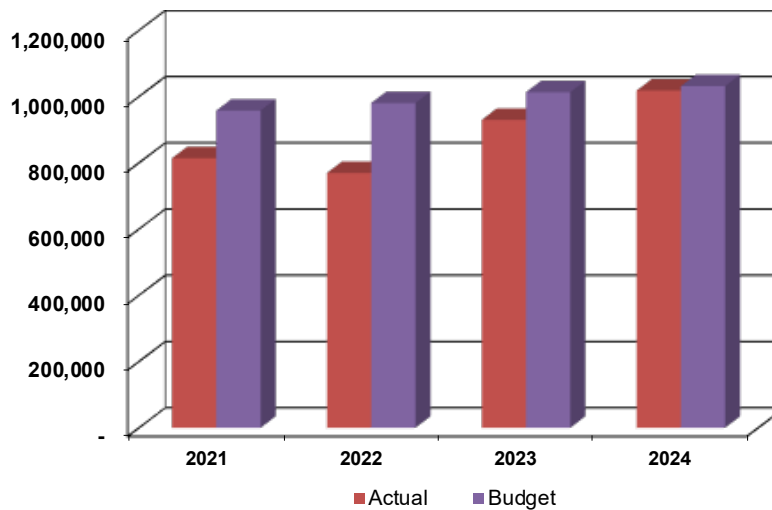
COO – Environment, Health & Safety Budget – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|------------------|------------------|
| Payroll | 498,215 | 449,127 | 542,197 | 566,276 | 831,949 |
| Operations | 316,231 | 320,080 | 387,617 | 452,143 | 472,200 |
| Maintenance | - | - | - | - | - |
| Total | 814,446 | 769,207 | 929,814 | 1,018,419 | 1,304,149 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|---------|---------|-----------|-----------|
| Budget | 957,900 | 980,718 | 1,013,244 | 1,031,899 |
| Actual | 814,446 | 769,207 | 929,814 | 1,018,419 |
| Variance | 143,454 | 211,511 | 83,430 | 13,480 |

COO – Environment, Health & Safety – Administration

Description

The District's Environment, Health & Safety (EH&S) Department is responsible for the management and administration of environmental, health, and safety programs and activities on a District-wide basis. The EH&S Department is responsible for OSHA, EPA, and DEEP compliance, environmental permits and consent order compliance, safety training, environmental reporting, safety and environmental auditing, risk management, and the Household Hazardous Waste Program. EH&S provides safety and health programs to prevent workplace injuries and illnesses. Proactively EH&S provides training, researches 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 2025 totals \$993,749, an increase of \$270,450 or 37.4% above the prior year's appropriation. There are increases in the budgeted positions in 2025.

Payroll: Increase of \$259,950 or 46.4% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to two new budgeted positions, Project Manager and Engineer Technician 2.

Operations: Increase of \$10,500 or 6.4% above the prior year's appropriation.

- *Safety Supplies* and *Office Supplies* are increasing based on anticipated spending for operational trench boxes and work zone safety supplies.

Operating Budget Expenditures

2310010010

COO – Environment, Health & Safety – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|----------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 518,569 | 548,924 | 818,874 | 269,950 | |
| 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 | 1,575 | 1,575 | 1,575 | - | |
| | <i>Total Payroll</i> | 530,144 | 560,499 | 820,449 | 259,950 | 46.4% |
| | <i>Operations</i> | | | | | |
| 503010 | Medical Services | 55,000 | 55,000 | 55,000 | - | |
| 511100 | Seminars & Conventions | 2,000 | 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 | 5,000 | 5,000 | 5,000 | - | |
| 512710 | Outside Testing & Lab Services | 10,000 | 5,000 | 5,000 | - | |
| 512840 | Licenses & Registration | 600 | 600 | 600 | - | |
| 513010 | Office Supplies | 2,000 | 2,000 | 2,500 | 500 | |
| 513120 | Safety Supplies | 65,000 | 65,000 | 75,000 | 10,000 | |
| 513400 | Small Tools & Equipment | 200 | 200 | 200 | - | |
| | <i>Total Operations</i> | 167,800 | 162,800 | 173,300 | 10,500 | 6.4% |
| | <i>Total Expenditure Classification</i> | 697,944 | 723,299 | 993,749 | 270,450 | 37.4% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 342,000 | 354,416 | 486,937 | 132,521 | |
| | Water Allocation 51% | 355,944 | 368,883 | 506,812 | 137,930 | |
| | <i>Total Funding Allocation</i> | 697,944 | 723,299 | 993,749 | 270,450 | 37.4% |
| | <i>Authorized Positions</i> | | | | | |
| | Construction Manager | - | - | 1 | 1 | |
| | Engineer Tech 2 | - | - | 1 | 1 | |
| | 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 | - | |
| | <i>Total Authorized Positions</i> | 4 | 4 | 6 | 2 | 50.0% |

COO – Household Hazardous Waste – District

Description

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

Budget Commentary

The HHW District budget for 2025 totals \$280,800, which is above the prior year's appropriation by \$2,900, an increase of 1.0%. There are no budgeted positions in 2025, unchanged from the prior year.

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

- No change in the budget for 2025.

Operations: Increase of \$2,900 or 1.1% above the prior year's appropriation.

- *Refuse Collection & Disposal* is increasing based on anticipated spending partially offset by decreases in *Clothing Allowance* and *Advertising* based on historical spending.

Operating Budget Expenditures

2310010020

COO – Household Hazardous Waste – District

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501030 | Overtime 100% | - | 500 | 500 | - | |
| 501040 | Overtime 150% | 10,000 | 9,500 | 9,500 | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | <i>Total Payroll</i> | 10,000 | 10,000 | 10,000 | - | 0.0% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 100 | 100 | - | (100) | |
| 511120 | Meeting Expenses | 800 | 500 | 500 | - | |
| 511240 | Public Information | 1,000 | 500 | 500 | - | |
| 512410 | Refuse Collection & Disposal | 11,000 | 11,000 | 15,000 | 4,000 | |
| 512450 | Hazard Material Waste Disposal | 245,000 | 245,000 | 245,000 | - | |
| 513010 | Office Supplies | 100 | 100 | 100 | - | |
| 513070 | Public Information Supplies | 2,000 | 500 | 500 | - | |
| 519090 | Advertising | 15,000 | 10,000 | 9,000 | (1,000) | |
| 521020 | Safety Equipment | 200 | 200 | 200 | - | |
| | <i>Total Operations</i> | 275,200 | 267,900 | 270,800 | 2,900 | 1.1% |
| | <i>Total Expenditure Classification</i> | 285,200 | 277,900 | 280,800 | 2,900 | 1.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 139,700 | 136,171 | 137,592 | 1,421 | |
| | Water Allocation 51% | 145,500 | 141,729 | 143,208 | 1,479 | |
| | <i>Total Funding Allocation</i> | 285,200 | 277,900 | 280,800 | 2,900 | 1.0% |

COO – Household Hazardous Waste – Non-District

Description

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

Budget Commentary

The HHW Non-District propose budget for 2025 totals \$29,600, which is below the prior year's appropriation by \$1,100, a decrease of 3.6%. There are no budgeted positions in 2025, unchanged from the prior year.

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

- No change in the budget for 2025.

Operations: Decrease of \$1,100 or 3.8% below the prior year's appropriation.

- *Hazard Material Waste Disposal & Clothing Allowance* expenses are decreasing to align with historical spend.

Operating Budget Expenditures

2310010030

COO – Household Hazardous Waste – Non-District

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|----------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 1,000 | 1,500 | 1,500 | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | <i>Total Payroll</i> | 1,000 | 1,500 | 1,500 | - | 0.0% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 100 | 100 | - | (100) | |
| 511120 | Meeting Expenses | 200 | - | - | - | |
| 512410 | Refuse Collection & Disposal | 1,100 | 2,000 | 2,000 | - | |
| 512450 | Hazard Material Waste Disposal | 26,000 | 26,000 | 25,000 | (1,000) | |
| 513010 | Office Supplies | 100 | 100 | 100 | - | |
| 513070 | Public Information Supplies | 500 | 100 | 100 | - | |
| 519090 | Advertising | 1,000 | 800 | 800 | - | |
| 521020 | Safety Equipment | 100 | 100 | 100 | - | |
| | <i>Total Operations</i> | 29,100 | 29,200 | 28,100 | (1,100) | -3.8% |
| | <i>Total Expenditure Classification</i> | 30,100 | 30,700 | 29,600 | (1,100) | -3.6% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 14,700 | 15,043 | 14,504 | (539) | |
| | Water Allocation 51% | 15,400 | 15,657 | 15,096 | (561) | |
| | <i>Total Funding Allocation</i> | 30,100 | 30,700 | 29,600 | (1,100) | -3.6% |

Command Center

Administration

Utility Services



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 2025 is \$6,642,285 an increase of \$23,968 or 0.4% above the prior year's appropriation. Budget details for the activities comprising the Command Center department follow. Budgeted positions have changed in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|------------------|------------------|------------------|-----------------|--------------|
| <i>Summary by Activity</i> | | | | | |
| Command Center | 2,674,408 | 2,643,814 | 2,825,582 | 181,768 | |
| Utility Services | 3,385,385 | 3,974,503 | 3,816,703 | (157,800) | |
| <i>Total Summary by Activity</i> | 6,059,793 | 6,618,317 | 6,642,285 | 23,968 | 0.4% |
| <i>Summary by Major Accounts</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 4,839,268 | 5,343,039 | 5,185,270 | (157,769) | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | 540,000 | 547,964 | 591,075 | 43,111 | |
| Overtime 200% | 70,000 | 70,000 | 95,000 | 25,000 | |
| Temporary Help | - | - | 5,000 | 5,000 | |
| Standby & Premium Pay | 44,000 | 134,624 | 155,000 | 20,376 | |
| Longevity Pay | 15,225 | 18,290 | 16,740 | (1,550) | |
| <i>Total Payroll</i> | 5,508,493 | 6,113,917 | 6,048,085 | (65,832) | -1.1% |
| Operations | 267,300 | 309,700 | 364,500 | 54,800 | 17.7% |
| Maintenance | 284,000 | 194,700 | 229,700 | 35,000 | 18.0% |
| <i>Total Summary by Major Accounts</i> | 6,059,793 | 6,618,317 | 6,642,285 | 23,968 | 0.4% |

Funding Allocation

| | | | | | |
|--|------------------|------------------|------------------|---------------|-------------|
| Sewer Allocation 34% | 2,060,300 | 2,250,227 | 2,258,377 | 8,149 | |
| Water Allocation 66% | 3,999,493 | 4,368,090 | 4,383,908 | 15,819 | |
| <i>Total Funding Allocation</i> | 6,059,793 | 6,618,317 | 6,642,285 | 23,968 | 0.4% |

Authorized Positions

| | | | | | |
|--|-----------|-----------|-----------|------------|--------------|
| Command Center | 19 | 17 | 18 | 1 | |
| Utility Services | 27 | 32 | 28 | (4) | |
| <i>Total Authorized Positions</i> | 46 | 49 | 46 | (3) | -6.1% |

Operating Budget Expenditures

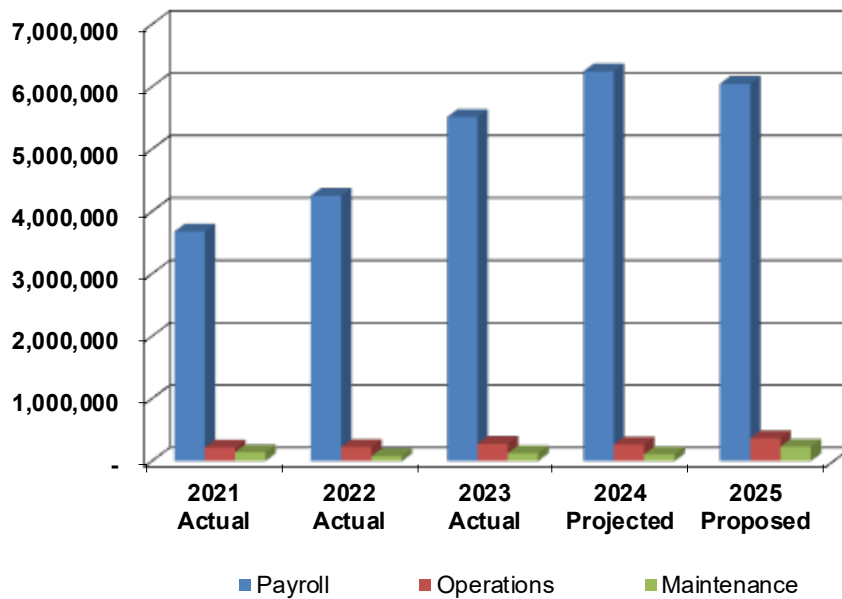
COO – Command Center – Budget – Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|------------------|------------------|------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Command Center | 2,279,274 | 2,384,405 | 2,551,653 | 2,556,038 |
| Utility Services | 1,758,101 | 2,173,033 | 3,365,205 | 4,062,279 |
| Total Summary by Activity | 4,037,375 | 4,557,438 | 5,916,859 | 6,618,317 |
| <u>Summary by Major Accounts</u> | | | | |
| Payroll | | | | |
| Regular Pay | 3,066,625 | 3,502,120 | 4,705,464 | 5,283,188 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | 451,688 | 582,212 | 588,701 | 723,387 |
| Overtime 200% | 71,797 | 75,771 | 100,516 | 103,080 |
| Temporary Help | - | - | 1,292 | 2,688 |
| Standby & Premium Pay | 78,569 | 81,289 | 103,066 | 119,037 |
| Longevity Pay | 10,875 | 11,138 | 16,978 | 16,040 |
| Total Payroll | 3,679,554 | 4,252,530 | 5,516,016 | 6,247,419 |
| Operations | 217,015 | 226,636 | 275,609 | 263,481 |
| Maintenance | 140,806 | 78,272 | 125,233 | 107,418 |
| Total Summary by Major Accounts | 4,037,375 | 4,557,438 | 5,916,859 | 6,618,317 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 34% | 1,372,800 | 1,549,500 | 2,011,800 | 2,250,227 |
| Water Allocation 66% | 2,664,575 | 3,007,938 | 3,905,059 | 4,368,090 |
| Total Funding Allocation | 4,037,375 | 4,557,438 | 5,916,859 | 6,618,317 |

Operating Budget Expenditures

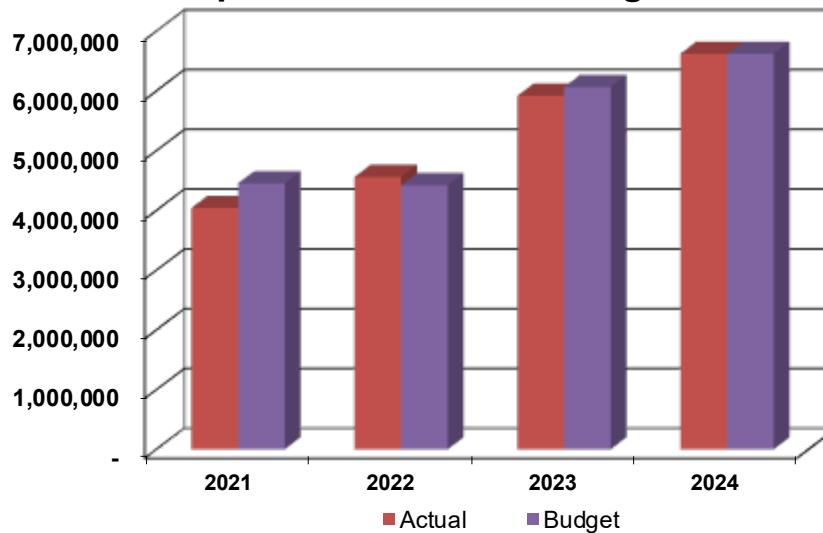
COO – Command Center – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 3,679,554 | 4,252,530 | 5,516,016 | 6,247,419 | 6,048,085 |
| Operations | 217,015 | 226,636 | 275,609 | 263,481 | 364,500 |
| Maintenance | 140,806 | 78,272 | 125,233 | 107,418 | 229,700 |
| Total | 4,037,375 | 4,557,438 | 5,916,859 | 6,618,317 | 6,642,285 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 4,449,000 | 4,419,995 | 6,059,793 | 6,618,317 |
| Actual | 4,037,375 | 4,557,438 | 5,916,859 | 6,618,317 |
| Variance | 411,625 | (137,443) | 142,934 | - |

COO – Command Center – Administration

Description

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

Budget Commentary

The proposed Command Center - Administration budget for 2025 totals \$2,825,582, an increase of \$181,768 or 6.9% above the prior year's appropriation. The budgeted positions have increased in 2025.

Payroll: Increase of \$159,768 or 6.7% above the prior year's appropriation.

- *Regular Pay, Overtime and Standby & Premium* includes increments and cost-of-living increases for eligible employees, additional Utility Maintainer position (2320010020).
- *Longevity Pay* has decreased due to participation and contractual agreements for eligible employees.

Operations: Increase of \$27,000 or 19.8% above the prior year's appropriation.

- *Outside Services* and *Office Supplies* increased to reflect the inflationary impact on contractual agreements for surveying services.

Maintenance: Decrease of \$5,000 or 4.4% below the prior year's appropriation.

- An increase in *Tool & Work Equipment* to accommodate upgrading emergency response equipment; offset by a decrease in *Sewer Maintenance* based on historical spend.

Operating Budget Expenditures

2320010010

COO – Command Center – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|----------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 1,951,233 | 1,854,136 | 1,961,617 | 107,481 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 350,000 | 356,889 | 400,000 | 43,111 | |
| 501050 | Overtime 200% | 70,000 | 70,000 | 70,000 | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 35,000 | 104,624 | 115,000 | 10,376 | |
| 501070 | Longevity Pay | 4,175 | 6,965 | 5,765 | (1,200) | |
| | Total Payroll | 2,410,408 | 2,392,614 | 2,552,382 | 159,768 | 6.7% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 7,000 | 17,000 | 17,000 | - | |
| 511030 | Meals Allowance | 7,000 | 7,000 | 7,000 | - | |
| 511070 | Employee Reimbursement | - | 500 | 500 | - | |
| 512080 | Outside Services | 75,000 | 75,000 | 100,000 | 25,000 | |
| 513010 | Office Supplies | 15,000 | 8,000 | 10,000 | 2,000 | |
| 513080 | Communication Equipment & Supp. | 14,000 | 14,000 | 14,000 | - | |
| 513690 | Materials From Stock | 12,000 | 15,000 | 15,000 | - | |
| | Total Operations | 130,000 | 136,500 | 163,500 | 27,000 | 19.8% |
| | <u>Maintenance</u> | | | | | |
| 521080 | Tool & Work Equipment | 10,000 | 10,000 | 35,000 | 25,000 | |
| 522010 | Facilities R&M | - | 4,700 | 4,700 | - | |
| 522020 | Buildings | 4,000 | - | - | - | |
| 522170 | Sewer Maintenance | 120,000 | 100,000 | 70,000 | (30,000) | |
| | Total Maintenance | 134,000 | 114,700 | 109,700 | (5,000) | -4.4% |
| | Total Expenditure Classification | 2,674,408 | 2,643,814 | 2,825,582 | 181,768 | 6.9% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 34% | 909,300 | 898,896 | 960,698 | 61,801 | |
| | Water Allocation 66% | 1,765,108 | 1,744,918 | 1,864,884 | 119,967 | |
| | Total Funding Allocation | 2,674,408 | 2,643,814 | 2,825,582 | 181,768 | 6.9% |
| | <u>Authorized Positions</u> | | | | | |
| | Administrative Clerk | 2 | - | - | - | |
| | Claims Agent | 1 | 1 | 1 | - | |
| | Command Center Senior Supervisor | 1 | - | - | - | |
| | Director of Operations | 1 | 1 | 1 | - | |
| | Utility Maintainer 1 | 2 | 1 | 3 | 2 | |
| | Utility Maintainer 2 | 6 | 8 | 7 | (1) | |
| | Utility Maintenance Crew Leader | 2 | 2 | 2 | - | |
| | Utility Maintenance Supervisor | 4 | 4 | 4 | - | |
| | Total Authorized Positions | 19 | 17 | 18 | 1 | 5.9% |

COO – Command Center – Utility Services**Description**

Working out of the District's Maxim Road Facility, the Utility Services activity is responsible for the FOG program, permitting, and inspection of all new connections to the District's sewage collection and water distribution systems. Field inspectors prepare detailed records of each connection, including sketches of underground service piping used by District forces and/or private contractors when repairs are needed. Utility Services is also responsible for maintaining facility records and the associated task of marking out underground facilities as mandated under Connecticut's "Call Before You Dig" program. Utility Services also assists in handling inquiries and complaints through on-site investigations of services and mainline facilities. The office staff reviews plans for 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 2025 totals \$3,816,703 a decrease of \$157,800 or 4.0% below the prior year's appropriation. There are decreases in the budgeted positions in 2025.

Payroll: Decrease of \$225,600 or 6.1% below the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the transfer of 4 net employees from Command Center (2320010020) to C1X01: (1) Command Center Administrator, (3) Engineering Technicians.
- *Longevity Pay* has decreased due to participation and contractual agreements for eligible employees.

Operations: Increase of \$27,800 or 16.1% above prior year's appropriation.

- *Call Before you Dig Fee* increase reflects anticipated increase in program cost, while *Seminars & Conventions, Dues & Memberships, Call Before you Dig Fee, Office Supplies, Meals Allowance, Clothing Allowance* are increasing to align with anticipated spending.

Maintenance: Increase of \$40,000 or 50.0% above the prior year's appropriation.

- *Tool & Work Equipment* expenditures are increasing in 2025 due to purchasing additional equipment for staff.

Operating Budget Expenditures

2320010020

COO – Command Center – Utility Services

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|---|------------------|------------------|------------------|------------------|---------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 2,888,035 | 3,488,903 | 3,223,653 | (265,250) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 190,000 | 191,075 | 191,075 | - | |
| 501050 | Overtime 200% | - | - | 25,000 | 25,000 | |
| 501020 | Temporary Pay | - | - | 5,000 | 5,000 | |
| 501060 | Standby & Premium Pay | 9,000 | 30,000 | 40,000 | 10,000 | |
| 501070 | Longevity Pay | 11,050 | 11,325 | 10,975 | (350) | |
| | Total Payroll | 3,098,085 | 3,721,303 | 3,495,703 | (225,600) | -6.1% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 8,000 | 28,400 | 30,000 | 1,600 | |
| 511030 | Meals Allowance | 800 | 800 | 2,000 | 1,200 | |
| 511070 | Employee Reimbursement | - | 1,500 | 1,500 | - | |
| 511100 | Seminars & Conventions | 2,500 | 500 | 3,500 | 3,000 | |
| 511220 | Dues & Memberships | 3,000 | 1,000 | 1,000 | - | |
| 512360 | Call Before You Dig Fee | 104,000 | 100,000 | 120,000 | 20,000 | |
| 513010 | Office Supplies | 1,000 | 8,000 | 10,000 | 2,000 | |
| 513400 | Small Tools & Equipment | 3,000 | 3,000 | 3,000 | - | |
| 513690 | Materials From Stock | 15,000 | 30,000 | 30,000 | - | |
| | Total Operations | 137,300 | 173,200 | 201,000 | 27,800 | 16.1% |
| | <i>Maintenance</i> | | | | | |
| 521080 | Tool & Work Equipment | 150,000 | 80,000 | 120,000 | 40,000 | |
| | Total Maintenance | 150,000 | 80,000 | 120,000 | 40,000 | 50.0% |
| | Total Expenditure Classification | 3,385,385 | 3,974,503 | 3,816,703 | (157,800) | -4.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 34% | 1,151,000 | 1,351,331 | 1,297,679 | (53,652) | |
| | Water Allocation 66% | 2,234,385 | 2,623,172 | 2,519,024 | (104,148) | |
| | Total Funding Allocation | 3,385,385 | 3,974,503 | 3,816,703 | (157,800) | -4.0% |
| | <i>Authorized Positions</i> | | | | | |
| | Construction & Utility Svces Supv. | 3 | 3 | 4 | 1 | |
| | Comm Center Utility Serv Admin | - | 2 | 1 | (1) | |
| | Administrative Clerk | 1 | 3 | 3 | - | |
| | Assistant Util Maint Supt | 1 | 1 | 1 | - | |
| | Cross Connection Tech 1 | 1 | 1 | 1 | - | |
| | Cross Connection Tech 2 | 3 | 3 | 2 | (1) | |
| | Engineering Technician 2 | 3 | 2 | 4 | 2 | |
| | Environmental Analyst 2 | 1 | - | - | - | |
| | Senior Engineering Technician | - | - | 1 | 1 | |
| | Senior Utility Services Technician | 1 | 2 | 1 | (1) | |
| | Utility Maintenance Supervisor | - | 1 | 1 | - | |
| | Utility Services Eng Technician | 13 | 14 | 9 | (5) | |
| | Total Authorized Positions | 27 | 32 | 28 | (4) | -12.5% |

Operations

Administration
Systems Repair & Maintenance



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 \$15,953,569, increasing by \$568,172 or 3.7% above prior year's appropriation. Budget details on Operations' activities follow. There are no changes in the budgeted positions in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|-------------------|-------------------|-------------------|----------------|-------------|
| <i>Summary by Activity</i> | | | | | |
| Administration | 206,823 | 210,833 | 217,895 | 7,062 | |
| Systems Repair | 13,987,824 | 15,174,564 | 15,735,674 | 561,110 | |
| Total Summary by Activity | 14,194,647 | 15,385,397 | 15,953,569 | 568,172 | 3.7% |
| <i>Summary by Major Account</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 8,576,597 | 8,684,131 | 8,902,148 | 218,017 | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | 800,000 | 804,101 | 804,101 | - | |
| Overtime 200% | 800,000 | 800,000 | 800,000 | - | |
| Temporary Help | - | - | - | - | |
| Standby & Premium Pay | 69,000 | 71,800 | 71,800 | - | |
| Longevity Pay | 12,550 | 37,115 | 35,770 | (1,345) | |
| Total Payroll | 10,258,147 | 10,397,147 | 10,613,819 | 216,672 | 2.1% |
| Operations | 3,691,500 | 4,733,250 | 5,064,750 | 331,500 | 7.0% |
| Maintenance | 245,000 | 255,000 | 275,000 | 20,000 | 7.8% |
| Total Summary by Major Account | 14,194,647 | 15,385,397 | 15,953,569 | 568,172 | 3.7% |

Funding Allocation

| | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|----------------|-------------|
| Sewer Allocation 25% | 3,548,700 | 3,846,349 | 3,988,392 | 142,043 | |
| Water Allocation 75% | 10,645,947 | 11,539,048 | 11,965,177 | 426,129 | |
| Total Funding Allocation | 14,194,647 | 15,385,397 | 15,953,569 | 568,172 | 3.7% |

Authorized Positions

| | | | | | |
|-----------------------------------|-----------|-----------|-----------|----------|-------------|
| Administration | 1 | 1 | 1 | - | |
| Systems Repair | 89 | 87 | 87 | - | |
| Total Authorized Positions | 90 | 88 | 88 | - | 0.0% |

Operating Budget Expenditures

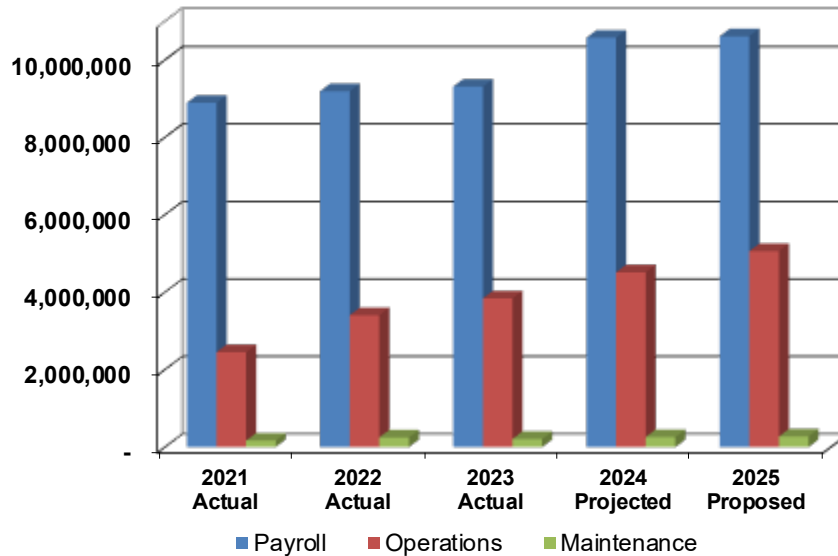
COO – Operations – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|-------------------|-------------------|-------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 181,852 | 190,584 | 199,189 | 208,293 |
| Systems Repair | 11,333,214 | 12,661,075 | 13,164,504 | 15,142,191 |
| Total Summary by Activity | 11,515,066 | 12,851,659 | 13,363,693 | 15,350,484 |
| <u>Summary by Major Account</u> | | | | |
| Payroll | | | | |
| Regular Pay | 7,295,476 | 7,575,135 | 7,527,725 | 8,684,245 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | 791,551 | 827,182 | 916,708 | 952,070 |
| Overtime 200% | 722,840 | 729,373 | 785,448 | 847,235 |
| Temporary Help | - | - | - | - |
| Standby & Premium Pay | 74,100 | 49,000 | 50,325 | 55,252 |
| Longevity Pay | 9,828 | 13,350 | 33,280 | 36,768 |
| Total Payroll | 8,893,795 | 9,194,040 | 9,313,487 | 10,575,570 |
| Operations | 2,452,756 | 3,408,171 | 3,841,361 | 4,516,657 |
| Maintenance | 168,515 | 249,448 | 208,845 | 258,257 |
| Total Summary by Major Account | 11,515,066 | 12,851,659 | 13,363,693 | 15,350,484 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 25% | 2,878,800 | 3,212,900 | 3,340,900 | 3,837,600 |
| Water Allocation 75% | 8,636,266 | 9,638,759 | 10,022,793 | 11,512,884 |
| Total Funding Allocation | 11,515,066 | 12,851,659 | 13,363,693 | 15,350,484 |

Operating Budget Expenditures

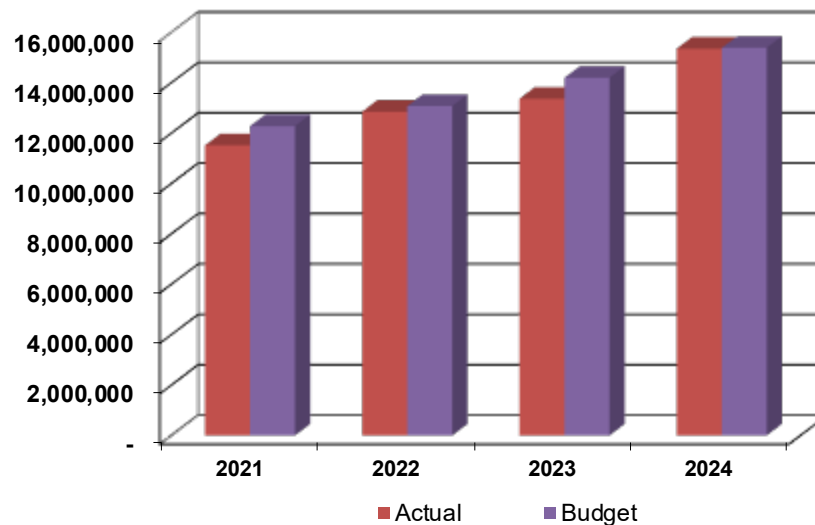
COO – Operations – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Payroll | 8,893,795 | 9,194,040 | 9,313,487 | 10,575,570 | 10,613,819 |
| Operations | 2,452,756 | 3,408,171 | 3,841,361 | 4,516,657 | 5,064,750 |
| Maintenance | 168,515 | 249,448 | 208,845 | 258,257 | 275,000 |
| Total | 11,515,066 | 12,851,659 | 13,363,693 | 15,350,484 | 15,953,569 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|------------|------------|------------|------------|
| Budget | 12,275,100 | 13,074,234 | 14,194,647 | 15,385,397 |
| Actual | 11,515,066 | 12,851,659 | 13,363,693 | 15,350,484 |
| Variance | 760,034 | 222,575 | 830,954 | 34,913 |

Operating Budget Expenditures

2330010010

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 proposed budget for 2025 is \$217,895 increasing by \$7,062 or 3.3% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$7,062 or 3.5% above the prior year's appropriation.

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

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

Operating Budget Expenditures

2330010010

COO – Operations – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 193,998 | 201,758 | 208,820 | 7,062 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 825 | 825 | 825 | - | |
| | <i>Total Payroll</i> | 194,823 | 202,583 | 209,645 | 7,062 | 3.5% |
| | <i>Operations</i> | | | | | |
| 511100 | Seminars & Conventions | 7,500 | 3,500 | 3,500 | - | |
| 511220 | Dues & Memberships | 1,500 | 1,500 | 1,500 | - | |
| 512840 | Licenses & Registration | 500 | 750 | 750 | - | |
| 513010 | Office Supplies | 2,500 | 2,500 | 2,500 | - | |
| | <i>Total Operations</i> | 12,000 | 8,250 | 8,250 | - | 0.0% |
| | <i>Total Expenditure Classification</i> | 206,823 | 210,833 | 217,895 | 7,062 | 3.3% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 25% | 51,700 | 52,708 | 54,474 | 1,766 | |
| | Water Allocation 75% | 155,123 | 158,125 | 163,421 | 5,297 | |
| | <i>Total Funding Allocation</i> | 206,823 | 210,833 | 217,895 | 7,062 | 3.3% |
| | <i>Authorized Positions</i> | | | | | |
| | Manager of Operations | 1 | 1 | 1 | - | |
| | <i>Total Authorized Positions</i> | 1 | 1 | 1 | - | 0.0% |

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 proposed budget for 2025 totals \$15,735,674, increasing by \$561,110 or 3.7% above the prior year's appropriation. The budgeted positions remain unchanged in 2025.

Payroll: Increase of \$209,610 or 2.1% above the prior year's appropriation.

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

Operations: Increase of \$331,500 or 7.0% above the prior year's appropriation.

- *Outside Services* increasing to support AMI (Advanced Meter Infrastructure) meter reading maintenance and support costs.
- *Materials from Stock* and *Rock Sand and Dirt* are increasing due to an increase in town and state projects and increased material costs.
- *Clothing Allowance* and *Employee Reimbursement* are decreasing to align with historical spend.

Maintenance: Increase of \$20,000 or 7.8% above the prior year's appropriation.

- *Tool & Work Equipment* is anticipated to increase due to an increase in the cost of materials and repairs for CCTV.

Operating Budget Expenditures

2330010020

COO – Operations – Systems Repair & Maintenance

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-------------------|-------------------|-------------------|----------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 8,382,599 | 8,482,373 | 8,693,328 | 210,955 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 800,000 | 804,101 | 804,101 | - | |
| 501050 | Overtime 200% | 800,000 | 800,000 | 800,000 | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 69,000 | 71,800 | 71,800 | - | |
| 501070 | Longevity Pay | 11,725 | 36,290 | 34,945 | (1,345) | |
| | <i>Total Payroll</i> | 10,063,324 | 10,194,564 | 10,404,174 | 209,610 | 2.1% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 43,500 | 118,000 | 110,000 | (8,000) | |
| 511030 | Meals Allowance | 58,000 | 16,000 | 16,000 | - | |
| 511070 | Employee Reimbursement | - | 1,000 | - | (1,000) | |
| 511220 | Dues & Memberships | - | - | 2,500 | 2,500 | |
| 512060 | Police Services | 700,000 | 725,000 | 800,000 | 75,000 | |
| 512080 | Outside Services | 30,000 | 405,000 | 410,000 | 5,000 | |
| 512100 | Traffic Control/Flagging Services | 175,000 | 175,000 | 200,000 | 25,000 | |
| 512400 | Disposal/Removal Fees | 70,000 | 80,000 | 110,000 | 30,000 | |
| 513010 | Office Supplies | 20,000 | 15,000 | 18,000 | 3,000 | |
| 513400 | Small Tools & Equipment | 75,000 | 90,000 | 70,000 | (20,000) | |
| 513430 | Rock Sand & Dirt | 1,300,000 | 1,100,000 | 1,100,000 | - | |
| 513590 | Lights & Barricades | 8,000 | - | - | - | |
| 513690 | Materials From Stock | 1,200,000 | 2,000,000 | 2,220,000 | 220,000 | |
| | <i>Total Operations</i> | 3,679,500 | 4,725,000 | 5,056,500 | 331,500 | 7.0% |
| | <i>Maintenance</i> | | | | | |
| 521050 | Office Furniture Equipment | 20,000 | - | - | - | |
| 521060 | Power Operated Equipment | 225,000 | 25,000 | 25,000 | - | |
| 521080 | Tool & Work Equipment | - | 230,000 | 250,000 | 20,000 | |
| | <i>Total Maintenance</i> | 245,000 | 255,000 | 275,000 | 20,000 | 7.8% |
| | <i>Total Expenditure Classification</i> | 13,987,824 | 15,174,564 | 15,735,674 | 561,110 | 3.7% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 25% | 3,497,000 | 3,793,641 | 3,933,919 | 140,278 | |
| | Water Allocation 75% | 10,490,824 | 11,380,923 | 11,801,756 | 420,833 | |
| | <i>Total Funding Allocation</i> | 13,987,824 | 15,174,564 | 15,735,674 | 561,110 | 3.7% |

Operating Budget Expenditures

2330010020

COO – Operations – Systems Repair & Maintenance

| <i>Authorized Positions</i> | 2023 Adopted | 2024 Adopted | 2025 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 | 7 | 7 | 7 | - | |
| Hydrant Maintainer 1 | 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 | - | - | - | |
| Senior Clerk | 1 | - | - | - | |
| Sr. Utility Maint. Crew Leader | 1 | 1 | 1 | - | |
| Sr. Utility Maint. Supervisor | 5 | 4 | 4 | - | |
| Utility Maintenance Crew Leader | 5 | 6 | 5 | (1) | |
| Utility Maintenance Supervisor | 8 | 9 | 9 | - | |
| Utility Maintenance Superintendent | 1 | 1 | 1 | - | |
| Utility Maintainer 1 | 16 | 14 | 18 | 4 | |
| Utility Maintainer 2 | 24 | 26 | 23 | (3) | |
| 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 | 5 | 5 | - | |
| <i>Total Authorized Positions</i> | 89 | 87 | 87 | - | 0.0% |

Laboratory Services

Administration
Operations



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 2025 is \$1,698,767, an increase of \$122,238 or 7.8% above the prior year's appropriation. Budget details regarding the activity and departments follow on the succeeding pages.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---------------------------------------|------------------|------------------|------------------|-----------------|--------------|
| <i>Summary by Activity</i> | | | | | |
| Administration | 180,505 | 191,157 | 209,200 | 18,043 | |
| Operations | 1,398,784 | 1,385,372 | 1,489,567 | 104,195 | |
| Total | 1,579,289 | 1,576,529 | 1,698,767 | 122,238 | 7.8% |
| <i>Summary by Major Object</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 814,214 | 941,234 | 888,972 | (52,262) | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | 55,000 | 45,000 | 50,000 | 5,000 | |
| Overtime 200% | - | 3,000 | 10,000 | 7,000 | |
| Temporary Help | - | - | - | - | |
| Standby & Premium Pay | 3,200 | 3,000 | 3,000 | - | |
| Longevity Pay | 3,275 | 4,295 | 4,295 | - | |
| Total Payroll | 875,689 | 996,529 | 956,267 | (40,262) | -4.0% |
| Operations | 557,100 | 464,500 | 602,500 | 138,000 | 29.7% |
| Maintenance | 146,500 | 115,500 | 140,000 | 24,500 | 21.2% |
| Total Summary by Major Account | 1,579,289 | 1,576,529 | 1,698,767 | 122,238 | 7.8% |

Funding Allocation

| | | | | | |
|---------------------------------|------------------|------------------|------------------|----------------|-------------|
| Sewer Allocation 48% | 758,000 | 756,733 | 815,408 | 58,674 | |
| Water Allocation 52% | 821,289 | 819,796 | 883,359 | 63,564 | |
| Total Funding Allocation | 1,579,289 | 1,576,529 | 1,698,767 | 122,238 | 7.8% |

Authorized Positions

| | | | | | |
|-----------------------------------|----------|----------|----------|------------|---------------|
| Administration | 1 | 1 | 1 | - | |
| Operations | 6 | 7 | 6 | (1) | |
| Total Authorized Positions | 7 | 8 | 7 | (1) | -12.5% |

Operating Budget Expenditures

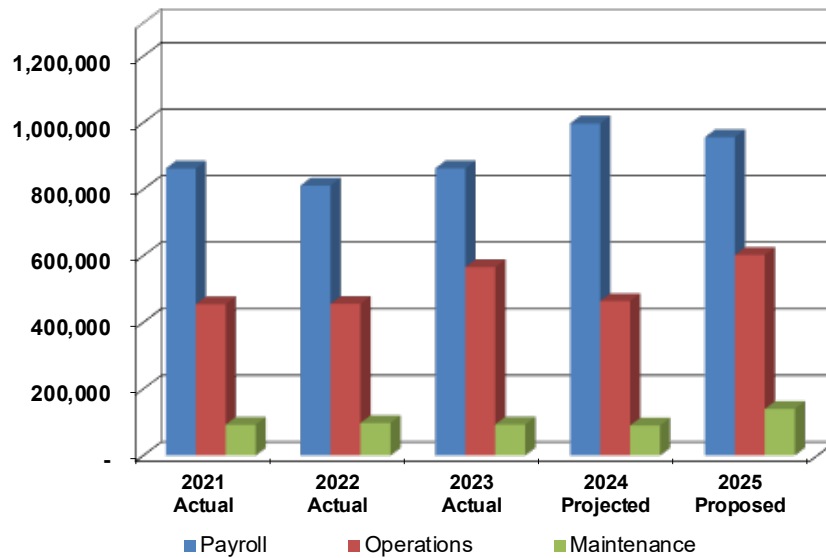
COO – Laboratory Services – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---------------------------------------|------------------|------------------|------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 136,175 | 152,482 | 178,145 | 189,034 |
| Operations | 1,272,782 | 1,211,463 | 1,343,457 | 1,361,969 |
| Total | 1,408,957 | 1,363,945 | 1,521,602 | 1,551,003 |
| <u>Summary by Major Object</u> | | | | |
| Payroll | | | | |
| Regular Pay | 817,787 | 759,884 | 809,086 | 941,104 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | 39,243 | 45,526 | 41,065 | 43,669 |
| Overtime 200% | - | - | 5,964 | 5,634 |
| Temporary Help | - | - | - | - |
| Standby & Premium Pay | 2,648 | 2,668 | 2,420 | 2,424 |
| Longevity Pay | 2,300 | 3,000 | 4,420 | 4,420 |
| Total Payroll | 861,978 | 811,078 | 862,954 | 997,251 |
| Operations | 454,553 | 455,359 | 565,702 | 463,686 |
| Maintenance | 92,426 | 97,508 | 92,947 | 90,066 |
| Total Summary by Major Account | 1,408,957 | 1,363,945 | 1,521,602 | 1,551,003 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 48% | 676,300 | 654,700 | 730,400 | 744,481 |
| Water Allocation 52% | 732,657 | 709,245 | 791,202 | 806,522 |
| Total Funding Allocation | 1,408,957 | 1,363,945 | 1,521,602 | 1,551,003 |

Operating Budget Expenditures

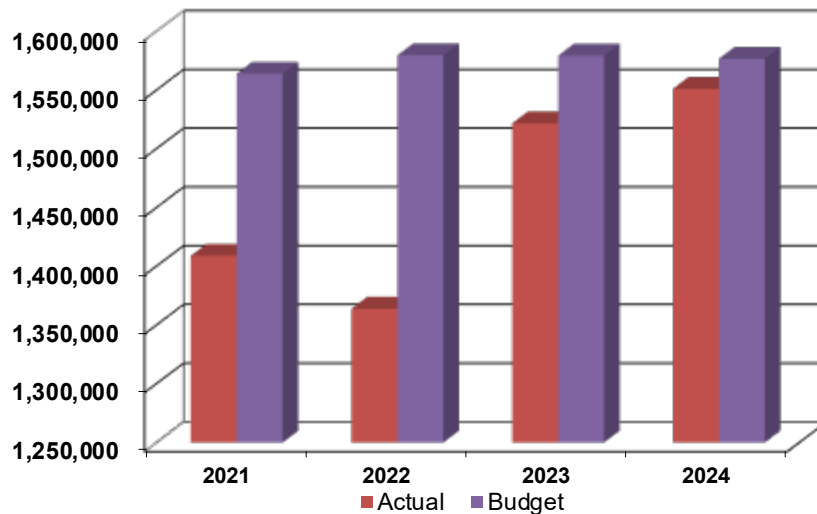
COO – Laboratory Services – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 861,978 | 811,078 | 862,954 | 997,251 | 956,267 |
| Operations | 454,553 | 455,359 | 565,702 | 463,686 | 602,500 |
| Maintenance | 92,426 | 97,508 | 92,947 | 90,066 | 140,000 |
| Total | 1,408,957 | 1,363,945 | 1,521,602 | 1,551,003 | 1,698,767 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 1,563,900 | 1,579,554 | 1,579,289 | 1,576,529 |
| Actual | 1,408,957 | 1,363,945 | 1,521,602 | 1,551,003 |
| Variance | 154,943 | 215,609 | 57,687 | 25,526 |

COO – Laboratory Services – Administration

Description

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

Budget Commentary

The Administration budget for 2025 is \$209,200, an increase \$18,043 or 9.4% above the prior year's appropriation. There is no change in the budgeted positions in 2025.

Payroll: Increase of \$14,543 or 7.9% above the prior year's appropriation.

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

Operations: Increase of \$4,000 or 61.5% above prior year's appropriation.

- *Seminars & Conventions* and *Licenses & Registration* are expected to increase to align with anticipated costs for DPH certifications and the annual Water Information Management System (WIMS) Conference.

Maintenance: Decrease of \$500 or 100.0% below prior year's appropriation.

- *Office Furniture Equipment* is expected to decrease to align with anticipated spend for 2025.

Operating Budget Expenditures

2230010010

COO – Laboratory Services – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|----------------|----------------|----------------|---------------|----------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 169,105 | 183,557 | 198,100 | 14,543 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 600 | 600 | 600 | - | |
| | Total Payroll | 169,705 | 184,157 | 198,700 | 14,543 | 7.9% |
| | <u>Operations</u> | | | | | |
| 511100 | Seminars & Conventions | 3,000 | 3,000 | 6,000 | 3,000 | |
| 511220 | Dues & Memberships | 1,800 | 1,800 | 1,800 | - | |
| 512840 | Licenses & Registration | 500 | 500 | 1,500 | 1,000 | |
| 513010 | Office Supplies | 3,000 | 1,000 | 1,000 | - | |
| 519100 | Printing | 1,000 | 200 | 200 | - | |
| | Total Operations | 9,300 | 6,500 | 10,500 | 4,000 | 61.5% |
| | <u>Maintenance</u> | | | | | |
| 521050 | Office Furniture Equipment | 1,500 | 500 | - | (500) | |
| | Total Maintenance | 1,500 | 500 | - | (500) | -100.0% |
| | Total Expenditure Classification | 180,505 | 191,157 | 209,200 | 18,043 | 9.4% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 48% | 86,600 | 91,755 | 100,416 | 8,661 | |
| | Water Allocation 52% | 93,905 | 99,402 | 108,784 | 9,382 | |
| | Total Funding Allocation | 180,505 | 191,157 | 209,200 | 18,043 | 9.4% |
| | <u>Authorized Positions</u> | | | | | |
| | Manager of Lab Services | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 1 | 1 | 1 | - | 0.0% |

COO – Laboratory Services – Operations

Description

Laboratory Services-Operations is responsible for the laboratories at Reservoir #6 and Hartford Water Pollution Control Facilities.

The Reservoir #6 Laboratory is responsible for the extensive testing and analysis of the District's raw water, water in various stages of treatment, and treated water throughout the distribution system, in accordance with State and Federal requirements. Duties of the laboratory unit include the physical, chemical and biological testing of water samples, the preparation of reports for various regulatory agencies, and the preparation of special reports in response to problem or complaint investigations, and compliance testing to maintain State certification requirements. The Reservoir #6 Water Treatment Facility is the site of the District's water treatment laboratory that enables District staff to undertake additional and more sophisticated water quality testing. Recent security measures have resulted in additional testing requirements on the laboratory.

The Laboratory, located at the Hartford Water Pollution Control Facility, is responsible for testing samples of wastewater and sludge from various locations throughout the Hartford facility and the District's other Water Pollution Control Plants. Biological testing on samples from the District's four WPC facilities is done at the Hartford laboratory, as is the testing and monitoring of septic tank deliveries and sludge from non-member towns.

The routine sampling and testing of wastewater and sludge are performed at the East Hartford, Rocky Hill and Poquonock facilities under the direction of each plant's supervisor. More sophisticated testing, such as ammonia and other nitrogen species, oxygen demand and fecal coliform testing as required by National Pollutant Discharge Elimination System (NPDES) permits, is performed at the Hartford laboratory facility. Special testing on sewage/sludge samples and DEEP-approved industrial wastes is performed as required.

Brainard Road laboratory staff provides process control support and guidance for all WPC facilities. The staff also supports the WPC Administration on environmental issues, reviews industrial NPDES permit applications, advises on sludge processing services, monitors odor emissions, and provides technical assistance for research and development on special projects.

COO – Laboratory Services – Operations

Budget Commentary

The Laboratory Operations proposed budget for 2025 is \$1,489,567 which is increasing by \$104,195 or 7.5% above the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

Payroll: Decrease of \$54,805 or 6.7% below the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the reduction of one net position – Lab Technician.
- *Overtime Pay* and *Longevity Pay* has increased due to increased participation and contractual agreement for eligible employees.

Operations: Increase of \$134,000 or 29.3% above the prior year's appropriation.

- *Outside Testing and Lab Services* and *Outside Services* is expected to increase to align with anticipated spend for 2025 including contract with Phoenix Laboratory for water pollution control testing and TRC Environmental for dirty water testing and analysis.
- *Laboratory Supplies* is expected to increase to align with anticipated spend for 2025 for consumable lab equipment, i.e. gloves, glassware, chemicals for testing, etc.

Maintenance: Increase of \$25,000 or 21.7% above the prior year's appropriation.

- *Laboratory Equipment* is expected to increase to align with anticipated spend for 2025 for preventative maintenance agreements with vendors to test and maintain sensitive lab equipment, such as, a \$25,000 contract with PerkinElmer to maintain atomic absorption spectrometer and inductively coupled plasma mass spectrometer that provides metal analysis for all water treatment related requirements.

Operating Budget Expenditures

2230010020

COO – Laboratory Services – Operations

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|-----------------|---------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 645,109 | 757,677 | 690,872 | (66,805) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 55,000 | 45,000 | 50,000 | 5,000 | |
| 501050 | Overtime 200% | - | 3,000 | 10,000 | 7,000 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 3,200 | 3,000 | 3,000 | - | |
| 501070 | Longevity Pay | 2,675 | 3,695 | 3,695 | - | |
| | Total Payroll | 705,984 | 812,372 | 757,567 | (54,805) | -6.7% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 2,000 | 5,150 | 5,150 | - | |
| 512080 | Outside Services | 60,000 | 58,000 | 80,000 | 22,000 | |
| 512710 | Outside Testing & Lab Services | 237,800 | 200,000 | 252,000 | 52,000 | |
| 513010 | Office Supplies | - | 850 | 850 | - | |
| 513040 | Laboratory Supplies | 240,000 | 185,000 | 245,000 | 60,000 | |
| 513050 | Water Conservation Supplies | - | 2,500 | 2,500 | - | |
| 514030 | Propane Gas | 8,000 | 6,500 | 6,500 | - | |
| | Total Operations | 547,800 | 458,000 | 592,000 | 134,000 | 29.3% |
| | <u>Maintenance</u> | | | | | |
| 513540 | Tanks | 5,000 | - | - | - | |
| 521040 | Laboratory Equipment | 140,000 | 115,000 | 140,000 | 25,000 | |
| | Total Maintenance | 145,000 | 115,000 | 140,000 | 25,000 | 21.7% |
| | Total Expenditure Classification | 1,398,784 | 1,385,372 | 1,489,567 | 104,195 | 7.5% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 48% | 671,400 | 664,978 | 714,992 | 50,014 | |
| | Water Allocation 52% | 727,384 | 720,394 | 774,575 | 54,181 | |
| | Total Funding Allocation | 1,398,784 | 1,385,372 | 1,489,567 | 104,195 | 7.5% |
| | <u>Authorized Positions</u> | | | | | |
| | Chemist | 2 | 2 | 2 | - | |
| | Laboratory Technician | 1 | 2 | 1 | (1) | |
| | Microbiologist | 1 | 1 | 1 | - | |
| | Water Treatment Plant Operator | 1 | 1 | 1 | - | |
| | WPC Process Analyst | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 6 | 7 | 6 | (1) | -14.3% |

Water Pollution Control

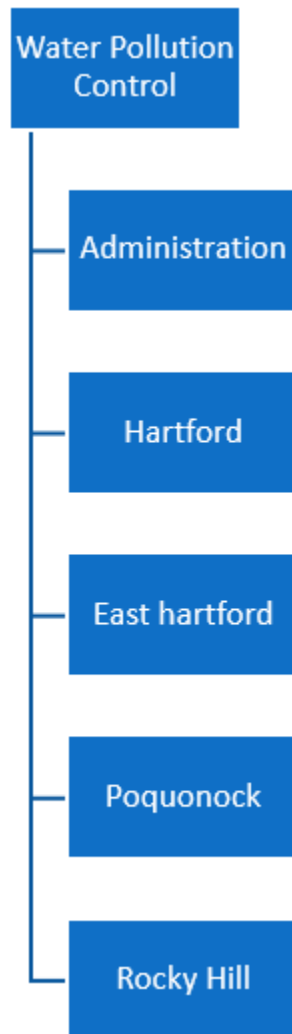
Administration

Hartford

East Hartford

Poquonock

Rocky Hill



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 2025 budget for the WPC Administration and Water Pollution Control Facilities are \$21,963,385, which is an increase of \$1,590,263 or 7.8% above the prior year's appropriation. Budget details regarding the activity and departments are provided on succeeding pages. There is an increase in the budgeted positions in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|-------------------|-------------------|-------------------|------------------|-------------|
| <u>Summary by Activity</u> | | | | | |
| Administration | 575,673 | 583,758 | 697,296 | 113,538 | |
| Hartford | 16,833,185 | 16,017,078 | 17,181,281 | 1,164,203 | |
| East Hartford | 1,613,195 | 1,440,915 | 1,520,311 | 79,396 | |
| Poquonock | 1,166,943 | 1,087,331 | 1,167,133 | 79,802 | |
| Rocky Hill | 1,348,210 | 1,244,040 | 1,397,364 | 153,324 | |
| Total Summary by Activity | 21,537,206 | 20,373,122 | 21,963,385 | 1,590,263 | 7.8% |
| <u>Summary by Major Account</u> | | | | | |
| Payroll | | | | | |
| Regular Pay | 5,662,931 | 5,882,815 | 6,261,465 | 378,650 | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | 391,000 | 423,512 | 441,200 | 17,688 | |
| Overtime 200% | 176,000 | 181,480 | 182,800 | 1,320 | |
| Temporary | - | - | - | - | |
| Standby/Premium | 120,300 | 125,900 | 130,200 | 4,300 | |
| Longevity | 3,225 | 27,715 | 26,610 | (1,105) | |
| Total Payroll | 6,353,456 | 6,641,422 | 7,042,275 | 400,853 | 6.0% |
| Operations | 13,762,050 | 12,302,000 | 13,472,110 | 1,170,110 | 9.5% |
| Maintenance | 1,421,700 | 1,429,700 | 1,449,000 | 19,300 | 1.3% |
| Summary by Major Account | 21,537,206 | 20,373,122 | 21,963,385 | 1,590,263 | 7.8% |

Funding Allocation

| | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|------------------|-------------|
| Sewer Allocation 100% | 21,537,206 | 20,373,122 | 21,963,385 | 1,590,263 | |
| Water Allocation 0% | - | - | - | - | |
| Total Funding Allocation | 21,537,206 | 20,373,122 | 21,963,385 | 1,590,263 | 7.8% |

Authorized Positions

| | | | | | |
|----------------|-----------|-----------|-----------|----------|-------------|
| Administration | 1 | 1 | 2 | 1 | |
| Hartford | 43 | 43 | 42 | (1) | |
| East Hartford | 5 | 5 | 5 | - | |
| Poquonock | 4 | 4 | 4 | - | |
| Rocky Hill | 5 | 5 | 6 | 1 | |
| | 58 | 58 | 59 | 1 | 1.7% |

Operating Budget Expenditures

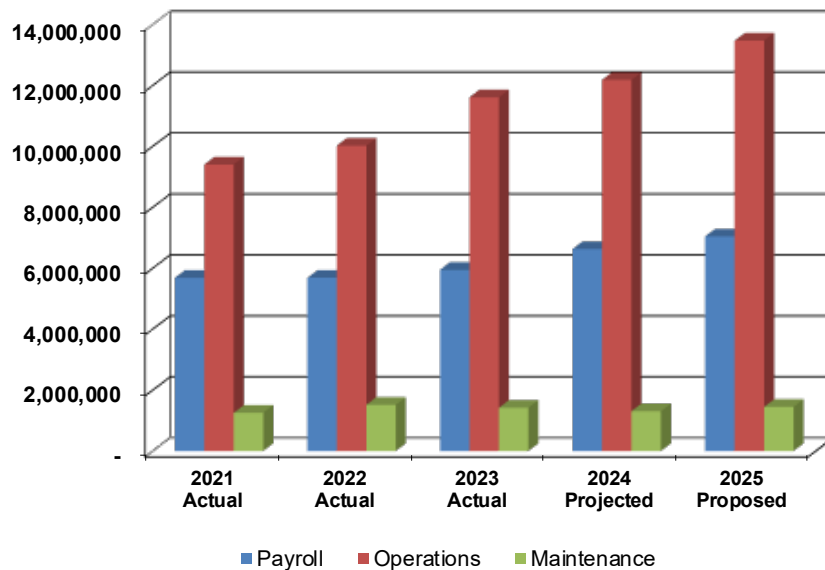
COO – Water Pollution Control – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|----------------|----------------|----------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 474,100 | 386,065 | 313,872 | 579,077 |
| Hartford | 12,903,220 | 13,610,037 | 15,387,818 | 16,074,591 |
| East Hartford | 1,040,739 | 1,241,651 | 1,271,870 | 1,220,069 |
| Poquonock | 905,703 | 928,898 | 908,984 | 983,509 |
| Rocky Hill | 1,017,249 | 1,061,906 | 1,095,711 | 1,263,949 |
| <i>Total Summary by Activity</i> | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 |
| <u>Summary by Major Account</u> | | | | |
| Payroll | | | | |
| Regular Pay | 5,027,193 | 5,006,663 | 5,149,366 | 5,818,199 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | 394,188 | 457,626 | 521,999 | 503,760 |
| Overtime 200% | 132,756 | 102,422 | 134,495 | 157,101 |
| Temporary | - | - | - | - |
| Standby/Premium | 125,441 | 118,215 | 117,795 | 127,818 |
| Longevity | 2,650 | 2,925 | 23,745 | 24,800 |
| <i>Total Payroll</i> | 5,682,228 | 5,687,850 | 5,947,400 | 6,631,678 |
| Operations | 9,404,119 | 10,024,078 | 11,608,888 | 12,181,338 |
| Maintenance | 1,254,664 | 1,516,629 | 1,421,967 | 1,308,180 |
| <i>Summary by Major Account</i> | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 100% | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 |
| Water Allocation 0% | - | - | - | - |
| <i>Total Funding Allocation</i> | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 |

Operating Budget Expenditures

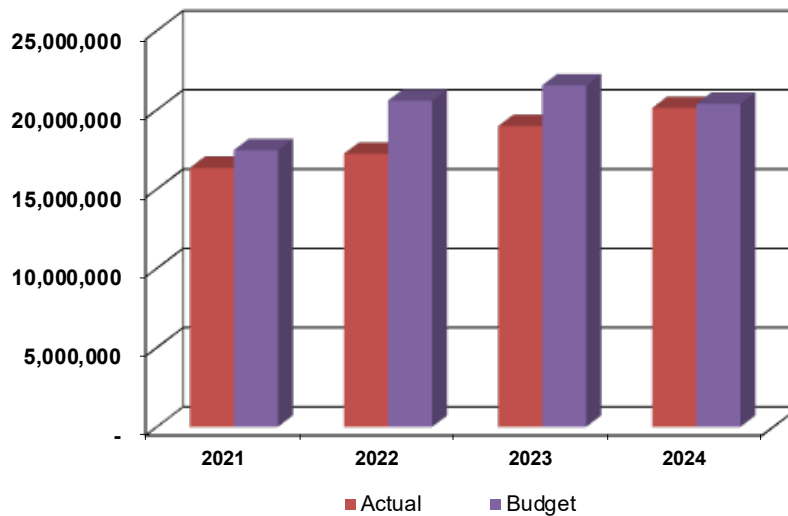
COO – Water Pollution Control – Expenditure Summary

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Payroll | 5,682,228 | 5,687,850 | 5,947,400 | 6,631,678 | 7,042,275 |
| Operations | 9,404,119 | 10,024,078 | 11,608,888 | 12,181,338 | 13,472,110 |
| Maintenance | 1,254,664 | 1,516,629 | 1,421,967 | 1,308,180 | 1,449,000 |
| Total | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 | 21,963,385 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|------------------|------------------|------------------|----------------|
| Budget | 17,456,700 | 20,573,002 | 21,537,206 | 20,373,122 |
| Actual | 16,341,011 | 17,228,558 | 18,978,256 | 20,121,195 |
| Variance | 1,115,689 | 3,344,444 | 2,558,950 | 251,927 |

COO – Water Pollution Control – Administration

Description

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

Budget Commentary

The Water Pollution Control Administration budget for 2025 is \$697,296 which is an increase of \$113,538 or 19.4% above the prior year's appropriation. The budgeted positions have increased in 2025.

Payroll: Increase of \$160,178 or 79.2% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to one new position - Assistant Manager of WPC.

Operations: Decrease of \$46,640 or 12.2% below the prior year's appropriation.

- *Outside Testing & Lab Services* contractual agreements increased for 2025 for EPA, DEEP and PFAS Sampling. *Seminars & Conventions* fund will increase, offset by a decrease in *Permits* to reflect anticipated costs for DEEP permits and omission test observations.

Operating Budget Expenditures

2220010010

COO – Water Pollution Control – Administration

| Commitment Item | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|----------------|----------------|----------------|-----------------|---------------|
| <i>Payroll</i> | | | | | |
| 501010 Regular Pay | 193,998 | 201,758 | 361,936 | 160,178 | |
| 501030 Overtime 100% | - | - | - | - | |
| 501040 Overtime 150% | - | - | - | - | |
| 501050 Overtime 200% | - | - | - | - | |
| 501020 Temporary Pay | - | - | - | - | |
| 501060 Standby & Premium Pay | - | - | - | - | |
| 501070 Longevity Pay | 375 | 600 | 600 | - | |
| Total Payroll | 194,373 | 202,358 | 362,536 | 160,178 | 79.2% |
| <i>Operations</i> | | | | | |
| 511100 Seminars & Conventions | 8,000 | 8,000 | 13,360 | 5,360 | |
| 511120 Meeting Expenses | 1,200 | 1,500 | 1,500 | - | |
| 511210 Books & Periodicals | 1,000 | 1,000 | 1,000 | - | |
| 511220 Dues & Memberships | 2,900 | 2,900 | 2,900 | - | |
| 512310 Permits | 168,000 | 168,000 | 98,200 | (69,800) | |
| 512710 Outside Testing & Lab Services | 199,000 | 199,000 | 216,800 | 17,800 | |
| 512840 Licenses & Registration | 500 | 500 | 500 | - | |
| 513010 Office Supplies | 500 | 500 | 500 | - | |
| 519100 Printing | 200 | - | - | - | |
| Total Operations | 381,300 | 381,400 | 334,760 | (46,640) | -12.2% |
| <i>Total Expenditure Classification</i> | | | | | |
| | 575,673 | 583,758 | 697,296 | 113,538 | 19.4% |
| <i>Funding Allocation</i> | | | | | |
| Sewer Allocation 100% | 575,673 | 583,758 | 697,296 | 113,538 | |
| Water Allocation 0% | - | - | - | - | |
| Total Funding Allocation | 575,673 | 583,758 | 697,296 | 113,538 | 19.4% |
| <i>Authorized Positions</i> | | | | | |
| Manager of WPC | 1 | 1 | 1 | - | |
| Assistant Manager of WPC | - | - | 1 | 1 | |
| Total Authorized Positions | 1 | 1 | 2 | 1 | 100.0% |

COO – Water Pollution Control – Hartford

Description

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

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

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

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

Budget Commentary

The 2025 budget for Water Pollution Control, Hartford, totals \$17,181,281, which is an increase from the prior year's appropriation by \$1,164,203 or 7.3%. There are decreases in the budgeted positions in 2025.

Payroll: Increase of \$107,553 or 2.2% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees, offset by Operator Trainee FTE.
- *Overtime Pay & Longevity Pay* has decreased due to anticipated participation and contractual agreements for eligible employees.

Operations: Increase of \$1,048,650 or 10.3% above the prior year's appropriation.

- *Disposal/Removal Fees, Electricity and Chemicals* are increasing due to market rates and contracts.
- *Materials from Stock* is increasing, among other items based on historical spending, offset by *Fuel* due to an overall decrease in wet weather.

Maintenance: Increase of \$8,000 or 0.8% above the prior year's appropriation.

- *Treatment Equipment* increasing due to anticipated repair equipment needed for the Hartford Plant in 2025.

Operating Budget Expenditures

2220010020

COO – Water Pollution Control – Hartford

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-------------------|-------------------|-------------------|------------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 4,079,110 | 4,258,921 | 4,350,386 | 91,465 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 304,000 | 326,762 | 340,000 | 13,238 | |
| 501050 | Overtime 200% | 128,000 | 134,000 | 134,000 | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 105,000 | 110,000 | 114,000 | 4,000 | |
| 501070 | Longevity Pay | 1,475 | 20,595 | 19,445 | (1,150) | |
| | Total Payroll | 4,617,585 | 4,850,278 | 4,957,831 | 107,553 | 2.2% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 43,000 | 72,000 | 72,000 | - | |
| 511030 | Meals Allowance | 2,200 | - | - | - | |
| 511050 | Employee Education Program | 6,000 | 6,000 | 6,250 | 250 | |
| 511070 | Employee Reimbursement | - | - | 2,000 | 2,000 | |
| 512050 | Custodial Services | 8,300 | 8,300 | 8,300 | - | |
| 512080 | Outside Services | 77,000 | 123,000 | 123,000 | - | |
| 512400 | Disposal/Removal Fees | 244,000 | 300,000 | 356,800 | 56,800 | |
| 512410 | Refuse Collection & Disposal | 36,000 | 38,000 | 38,000 | - | |
| 512420 | Incinerator Ash Disposal | 793,000 | 793,000 | 780,000 | (13,000) | |
| 512850 | DEEP Nitrogen Credits | 375,000 | 325,000 | 325,000 | - | |
| 513010 | Office Supplies | 5,800 | 5,800 | 5,800 | - | |
| 513020 | Janitorial Supplies | 9,500 | 2,500 | 6,500 | 4,000 | |
| 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 | 940,000 | 1,150,000 | 210,000 | |
| 513710 | Fuel | 2,603,000 | 1,740,000 | 1,550,000 | (190,000) | |
| 513740 | Oil & Lubricants | 4,000 | 4,000 | 4,000 | - | |
| 514010 | Electricity | 4,600,000 | 4,370,000 | 5,324,000 | 954,000 | |
| 515010 | Aluminum Sulfate | 92,000 | 92,500 | 95,000 | 2,500 | |
| 515060 | Sodium Hypochlorite | 64,000 | 44,300 | 48,000 | 3,700 | |
| 515080 | Polymers | 1,400,000 | 1,206,000 | 1,200,000 | (6,000) | |
| 515140 | Water Treatment Chemicals | 36,000 | 24,600 | 36,000 | 11,400 | |
| 515320 | Odor Control Chemicals | 32,000 | 27,000 | 40,000 | 13,000 | |
| 519100 | Printing | 1,000 | 1,000 | 1,000 | - | |
| 523140 | Other Equipment Rental | 32,000 | 32,000 | 32,000 | - | |
| | Total Operations | 11,217,600 | 10,168,800 | 11,217,450 | 1,048,650 | 10.3% |
| | <i>Maintenance</i> | | | | | |
| 521080 | Tool & Work Equipment | 6,000 | 6,000 | 6,000 | - | |
| 521100 | Treatment Equipment | 992,000 | 992,000 | 1,000,000 | 8,000 | |
| | Total Maintenance | 998,000 | 998,000 | 1,006,000 | 8,000 | 0.8% |
| | Total Expenditure Classification | 16,833,185 | 16,017,078 | 17,181,281 | 1,164,203 | 7.3% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 100% | 16,833,185 | 16,017,078 | 17,181,281 | 1,164,203 | |
| | Water Allocation 0% | - | - | - | - | |
| | Total Funding Allocation | 16,833,185 | 16,017,078 | 17,181,281 | 1,164,203 | 7.3% |

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

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------------------|-------------------------|-------------------------|--------------------------|----------------------|---------------------|
| Authorized Positions | | | | | |
| Assistant WPC Superintendent | 1 | 1 | 1 | - | |
| Administrative Clerk | 1 | 1 | 1 | - | |
| WPC Crew Leader 1 | 5 | 5 | 12 | 7 | |
| WPC Crew Leader 2 | 7 | 7 | 1 | (6) | |
| WPC Plant Operator 2 | 25 | 22 | 21 | (1) | |
| WPC Plant Operator Trainee | - | 2 | 1 | (1) | |
| WPC Supervisor | 4 | 4 | 4 | - | |
| WPC Plant Superintendent | - | 1 | 1 | - | |
| Total Authorized Positions | 43 | 43 | 42 | (1) | -2.3% |

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

The East Hartford Water Pollution Control unit is responsible for the primary and secondary treatment of wastewater that flows into the East Hartford Water Pollution Control Facility (EHWPCF) from East Hartford and small sections of South Windsor and Manchester. Ongoing procedures at the facility include screening, grinding, grit removal, primary sedimentation, aeration for the biological breakdown of sewage, final clarification, effluent disinfection (chlorination during the summer), flow measurement, and pumping of removed solids to the Hartford facility for processing. Plant effluent pumping is performed when Connecticut River levels are elevated. This sub-activity also is responsible for the routine maintenance and repair of its equipment and structures. Basic laboratory testing is performed on site daily. The facility is staffed on a one-shift, five-day-a-week basis with scheduled facility checks on weekends and holidays.

Budget Commentary

The East Hartford WPC budget for 2025 is \$1,520,311, which is above the prior year's appropriation by \$79,396 or 5.5%. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$4,196 or 0.7% above the prior year's appropriation.

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

Operations: Increase of \$68,900 or 9.8% above the prior year's appropriation.

- *Materials from Stock, Electricity and Chemicals* are increasing due to market rates and contracts.

Maintenance: Increase of \$6,300 or 3.6% above the prior year's appropriation.

- There is an expected increase in expenditures for *Treatment Equipment* due to maintenance repairs due in 2025.

Operating Budget Expenditures

2220010030

COO – Water Pollution Control – East Hartford

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|------------------|------------------|------------------|---------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 491,420 | 509,685 | 512,536 | 2,851 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 25,000 | 26,000 | 27,000 | 1,000 | |
| 501050 | Overtime 200% | 22,000 | 22,880 | 23,500 | 620 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 5,100 | 5,300 | 5,400 | 100 | |
| 501070 | Longevity Pay | 275 | 1,950 | 1,575 | (375) | |
| | <i>Total Payroll</i> | 543,795 | 565,815 | 570,011 | 4,196 | 0.7% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 4,500 | 7,800 | 7,800 | - | |
| 511030 | Meals Allowance | 400 | - | - | - | |
| 512050 | Custodial Services | 3,400 | 2,500 | 2,500 | - | |
| 512080 | Outside Services | 300 | - | 300 | 300 | |
| 512400 | Disposal/Removal Fees | 38,000 | 42,000 | 42,000 | - | |
| 512410 | Refuse Collection & Disposal | 1,200 | 1,200 | 1,200 | - | |
| 512710 | Outside Testing & Lab Services | 400 | - | 400 | 400 | |
| 512850 | DEEP Nitrogen Credits | 35,000 | 30,000 | 30,000 | - | |
| 513010 | Office Supplies | 1,600 | 1,700 | 1,700 | - | |
| 513020 | Janitorial Supplies | 1,500 | 1,500 | 1,500 | - | |
| 513080 | Communication Equipment & Supp. | 2,000 | 2,000 | 2,000 | - | |
| 513140 | Electrical Supplies | 600 | 600 | 600 | - | |
| 513160 | Chemical/Oil Spill Supplies | 500 | 500 | 500 | - | |
| 513400 | Small Tools & Equipment | 2,500 | 2,500 | 2,500 | - | |
| 513690 | Materials From Stock | 60,000 | 60,000 | 62,500 | 2,500 | |
| 513710 | Fuel | - | 42,000 | 42,000 | - | |
| 513720 | Diesel Fuel | 12,800 | 8,000 | 8,600 | 600 | |
| 514010 | Electricity | 600,000 | 435,500 | 494,500 | 59,000 | |
| 514020 | Natural/Industrial Gas | 52,000 | - | - | - | |
| 515060 | Sodium Hypochlorite | 48,000 | 39,800 | 45,900 | 6,100 | |
| 515110 | Sodium Bisulfite | 34,800 | 22,600 | 22,600 | - | |
| | <i>Total Operations</i> | 899,500 | 700,200 | 769,100 | 68,900 | 9.8% |
| | <i>Maintenance</i> | | | | | |
| 521020 | Safety Equipment | 4,000 | 4,000 | 4,200 | 200 | |
| 521080 | Tool & Work Equipment | 900 | 900 | 1,000 | 100 | |
| 521100 | Treatment Equipment | 165,000 | 170,000 | 176,000 | 6,000 | |
| | <i>Total Maintenance</i> | 169,900 | 174,900 | 181,200 | 6,300 | 3.6% |
| | <i>Total Expenditure Classification</i> | 1,613,195 | 1,440,915 | 1,520,311 | 79,396 | 5.5% |

Funding Allocation

| | | | | | |
|--|------------------|------------------|------------------|---------------|-------------|
| Sewer Allocation 100% | 1,613,195 | 1,440,915 | 1,520,311 | 79,396 | |
| Water Allocation 0% | - | - | - | - | |
| <i>Total Funding Allocation</i> | 1,613,195 | 1,440,915 | 1,520,311 | 79,396 | 5.5% |

| | 2021 Adopted | 2024 Adopted | 2025 Adopted | \$ Change | % Change |
|--|--------------|--------------|--------------|-----------|-------------|
| Authorized Positions | | | | | |
| WPC Crew Leader 1 | 1 | 1 | 1 | - | |
| WPC Plant Operator 1 | - | - | 1 | 1 | |
| WPC Plant Operator 2 | 3 | 3 | 2 | (1) | |
| WPC Supervisor | 1 | 1 | 1 | - | |
| <i>Total Authorized Positions</i> | 5 | 5 | 5 | - | 0.0% |

COO – Water Pollution Control – Poquonock

Description

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

Budget Commentary

The WPC Poquonock proposed budget for 2025 is \$1,167,133, which is \$79,802 or 7.3% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$22,902 or 4.7% 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: Increase of \$56,900 or 12.6% above the prior year's appropriation.

- *Clothing Allowance* is increasing due to contractual agreements for eligible employees.
- *Fuel, Electricity and Chemicals* are increasing due to known new rates and contracts.

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

Operating Budget Expenditures

2220010040

COO – Water Pollution Control – Poquonock

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|------------------|------------------|------------------|---------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 408,168 | 421,781 | 440,013 | 18,232 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 32,000 | 40,750 | 44,200 | 3,450 | |
| 501050 | Overtime 200% | 16,000 | 14,600 | 15,300 | 700 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 5,100 | 5,300 | 5,400 | 100 | |
| 501070 | Longevity Pay | 825 | 2,400 | 2,820 | 420 | |
| | <i>Total Payroll</i> | 462,093 | 484,831 | 507,733 | 22,902 | 4.7% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 3,300 | 5,700 | 5,800 | 100 | |
| 511030 | Meals Allowance | 200 | - | - | - | |
| 512400 | Disposal/Removal Fees | 32,000 | 35,000 | 35,000 | - | |
| 512410 | Refuse Collection & Disposal | 3,650 | 3,700 | 4,500 | 800 | |
| 512430 | Sludge Removal | 50,600 | 46,200 | 48,800 | 2,600 | |
| 512850 | DEEP Nitrogen Credits | 250,000 | 200,000 | 200,000 | - | |
| 513010 | Office Supplies | 2,500 | 2,500 | 2,500 | - | |
| 513690 | Materials From Stock | 19,500 | 19,500 | 20,500 | 1,000 | |
| 513710 | Fuel | 21,450 | 8,000 | 10,000 | 2,000 | |
| 513740 | Oil & Lubricants | 4,950 | 5,200 | 8,500 | 3,300 | |
| 514010 | Electricity | 53,200 | 50,000 | 52,000 | 2,000 | |
| 515040 | Polyaluminum Chloride | 83,250 | 53,300 | 87,500 | 34,200 | |
| 515060 | Sodium Hypochlorite | 17,000 | 11,700 | 18,000 | 6,300 | |
| 515110 | Sodium Bisulfite | 15,750 | 11,200 | 15,800 | 4,600 | |
| | <i>Total Operations</i> | 557,350 | 452,000 | 508,900 | 56,900 | 12.6% |
| | <i>Maintenance</i> | | | | | |
| 521020 | Safety Equipment | 2,000 | 2,000 | 2,000 | - | |
| 521100 | Treatment Equipment | 145,500 | 148,500 | 148,500 | - | |
| | <i>Total Maintenance</i> | 147,500 | 150,500 | 150,500 | - | 0.0% |
| | <i>Total Expenditure Classification</i> | 1,166,943 | 1,087,331 | 1,167,133 | 79,802 | 7.3% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 100% | 1,166,943 | 1,087,331 | 1,167,133 | 79,802 | |
| | Water Allocation 0% | - | - | - | - | |
| | <i>Total Funding Allocation</i> | 1,166,943 | 1,087,331 | 1,167,133 | 79,802 | 7.3% |
| | <i>Authorized Positions</i> | | | | | |
| | WPC Crew Leader 1 | 1 | 1 | 1 | - | |
| | WPC Plant Operator 2 | 2 | 2 | 2 | - | |
| | WPC Satellite Plant Supervisor | 1 | 1 | 1 | - | |
| | <i>Total Authorized Positions</i> | 4 | 4 | 4 | - | 0.0% |

COO – Water Pollution Control – Rocky Hill

Description

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

Budget Commentary

The Rocky Hill 2025 proposed budget is \$1,397,364, which is \$153,234 or 12.3% above the prior year's appropriation. There are increases in the budgeted positions in 2025.

Payroll: Increase of \$106,024 or 19.7% above the prior year's appropriation.

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

Operations: Increased of \$42,300 or 7.1% above the prior year's appropriation.

- A net increase in *Chemicals* reflects aligning expenditures in proper accounts and increased costs.
- *Electricity, Diesel, Fuel* and *Materials from stock* reflect market rates.

Maintenance: Increased of \$5,000 or 4.7% above the prior year's appropriation.

- There is an expected increase in expenditures for *Treatment Equipment* in 2025 based on planned maintenance and historical spending.

Operating Budget Expenditures

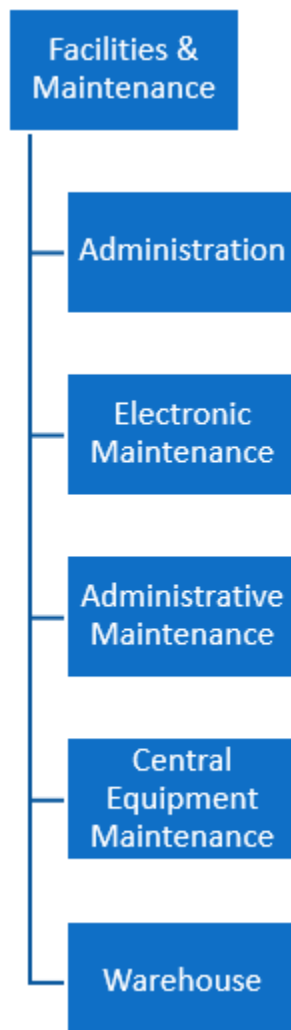
2220010050

COO – Water Pollution Control – Rocky Hill

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|------------------|------------------|------------------|----------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 490,235 | 490,670 | 596,594 | 105,924 | |
| 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 | 5,300 | 5,400 | 100 | |
| 501070 | Longevity Pay | 275 | 2,170 | 2,170 | - | |
| | <i>Total Payroll</i> | 535,610 | 538,140 | 644,164 | 106,024 | 19.7% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 4,000 | 7,200 | 7,200 | - | |
| 511030 | Meals Allowance | 200 | - | - | - | |
| 512050 | Custodial Services | 2,000 | 2,000 | 2,000 | - | |
| 512080 | Outside Services | 400 | 400 | 400 | - | |
| 512400 | Disposal/Removal Fees | 35,600 | 39,000 | 39,000 | - | |
| 512410 | Refuse Collection & Disposal | 2,500 | 2,500 | 2,500 | - | |
| 512710 | Outside Testing & Lab Services | 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 | 30,000 | 40,000 | 42,000 | 2,000 | |
| 513720 | Diesel Fuel | 41,200 | 27,500 | 29,500 | 2,000 | |
| 513740 | Oil & Lubricants | 2,000 | - | - | - | |
| 514010 | Electricity | 535,000 | 435,500 | 462,000 | 26,500 | |
| 515060 | Sodium Hypochlorite | - | - | 30,000 | 30,000 | |
| 515030 | Chlorine | 25,100 | 18,200 | - | (18,200) | |
| | <i>Total Operations</i> | 706,300 | 599,600 | 641,900 | 42,300 | 7.1% |
| | <i>Maintenance</i> | | | | | |
| 521020 | Safety Equipment | 3,000 | 3,000 | 3,000 | - | |
| 521080 | Tool & Work Equipment | 3,300 | 3,300 | 3,300 | - | |
| 521100 | Treatment Equipment | 100,000 | 100,000 | 105,000 | 5,000 | |
| | <i>Total Maintenance</i> | 106,300 | 106,300 | 111,300 | 5,000 | 4.7% |
| | <i>Total Expenditure Classification</i> | 1,348,210 | 1,244,040 | 1,397,364 | 153,324 | 12.3% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 100% | 1,348,210 | 1,244,040 | 1,397,364 | 153,324 | |
| | Water Allocation 0% | - | - | - | - | |
| | <i>Total Funding Allocation</i> | 1,348,210 | 1,244,040 | 1,397,364 | 153,324 | 12.3% |
| | <i>Authorized Positions</i> | | | | | |
| | WPC Crew Leader 1 | 1 | 1 | 1 | - | |
| | WPC Plant Operator 2 | 3 | 3 | 3 | - | |
| | WPC Plant Operator Trainee | - | - | 1 | 1 | |
| | WPC Satellite Plant Supervisor | 1 | 1 | 1 | - | |
| | <i>Total Authorized Positions</i> | 5 | 5 | 6 | 1 | 20.0% |

Facilities & Maintenance

Administration
Electronic Maintenance
Administrative Maintenance
Central Equipment Maintenance
Warehouse



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 proposed budget for 2025 is \$13,701,120, which is \$604,129 or 4.6% 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. There is a decrease in the budgeted positions in 2025.

Operating Budget Expenditures

COO – Facilities & Maintenance – Budget Summary

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|-------------------|-------------------|-------------------|----------------|--------------|
| <u>Summary by Activity</u> | | | | | |
| Administration | 272,930 | 532,407 | 564,423 | 32,016 | |
| Facilities and Electronic Maintenance | 5,707,570 | 6,002,306 | 6,131,263 | 128,957 | |
| Administrative Facilities Maintenance | 1,835,732 | 1,600,390 | 1,669,440 | 69,050 | |
| Central Equipment Maintenance | 4,154,291 | 4,175,155 | 4,470,733 | 295,578 | |
| Warehouse | 736,890 | 786,733 | 865,261 | 78,528 | |
| Total Summary by Activity | 12,707,413 | 13,096,991 | 13,701,120 | 604,129 | 4.6% |
| <u>Summary by Major Account</u> | | | | | |
| Payroll | | | | | |
| Regular Pay | 5,463,506 | 6,311,491 | 6,223,860 | (87,631) | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | 603,000 | 547,545 | 661,000 | 113,455 | |
| Overtime 200% | 140,000 | 120,000 | 155,000 | 35,000 | |
| Temporary Help | - | - | - | - | |
| Standby & Premium Pay | 46,350 | 47,900 | 56,700 | 8,800 | |
| Longevity Pay | 6,400 | 10,665 | 8,895 | (1,770) | |
| Total Payroll | 6,259,256 | 7,037,601 | 7,105,455 | 67,854 | 1.0% |
| Operations | 4,600,657 | 4,232,890 | 4,608,990 | 376,100 | 8.9% |
| Maintenance | 1,847,500 | 1,826,500 | 1,986,675 | 160,175 | 8.8% |
| Total Summary by Major Account | 12,707,413 | 13,096,991 | 13,701,120 | 604,129 | 4.6% |
| <u>Funding Allocation</u> | | | | | |
| Sewer Allocation 49% | 6,226,600 | 6,417,523 | 6,713,549 | 296,023 | - |
| Water Allocation 51% | 6,480,813 | 6,679,468 | 6,987,571 | 308,106 | - |
| Total Funding Allocation | 12,707,413 | 13,096,991 | 13,701,120 | 604,129 | 4.6% |
| <u>Authorized Positions</u> | | | | | |
| Administration | 2 | 3 | 3 | - | |
| Facilities and Electronic Maintenance | 30 | 33 | 31 | (2) | |
| Central Equipment Maintenance | 14 | 15 | 15 | - | |
| Warehouse | 6 | 6 | 6 | - | |
| Total Authorized Positions | 52 | 57 | 55 | (2) | -3.5% |

Operating Budget Expenditures

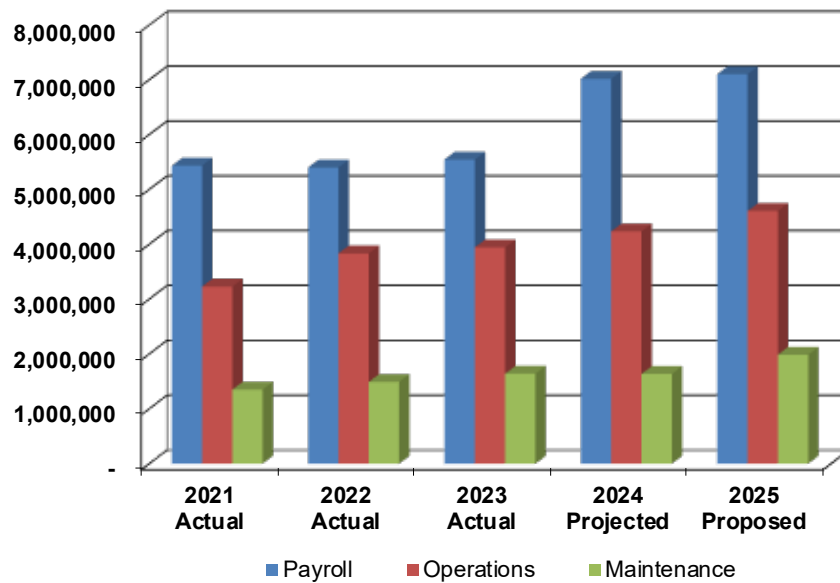
COO – Facilities & Maintenance – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|----------------|----------------|----------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 94,543 | 178,696 | 288,576 | 525,529 |
| Facilities and Electronic Maintenance | 4,861,232 | 5,094,479 | 5,219,888 | 6,145,345 |
| Administrative Facilities Maintenance | 1,279,951 | 1,391,863 | 1,400,492 | 1,585,882 |
| Central Equipment Maintenance | 3,080,164 | 3,431,565 | 3,567,308 | 3,856,283 |
| Warehouse | 706,322 | 633,383 | 656,196 | 779,575 |
| <i>Total Summary by Activity</i> | 10,022,212 | 10,729,986 | 11,132,460 | 12,892,613 |
| <u>Summary by Major Account</u> | | | | |
| Payroll | | | | |
| Regular Pay | 4,653,309 | 4,754,134 | 4,783,634 | 6,204,828 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | 615,492 | 487,387 | 563,498 | 624,319 |
| Overtime 200% | 118,423 | 113,367 | 146,412 | 129,660 |
| Temporary Help | - | - | - | - |
| Standby & Premium Pay | 43,991 | 42,220 | 43,793 | 52,100 |
| Longevity Pay | 5,700 | 5,338 | 9,058 | 8,920 |
| <i>Total Payroll</i> | 5,436,915 | 5,402,446 | 5,546,394 | 7,019,827 |
| Operations | 3,231,438 | 3,835,360 | 3,944,891 | 4,235,952 |
| Maintenance | 1,353,859 | 1,492,180 | 1,641,175 | 1,636,834 |
| <i>Total Summary by Major Account</i> | 10,022,212 | 10,729,986 | 11,132,460 | 12,892,613 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 49% | 4,910,900 | 5,257,800 | 5,454,800 | 6,317,400 |
| Water Allocation 51% | 5,111,312 | 5,472,186 | 5,677,660 | 6,575,213 |
| <i>Total Funding Allocation</i> | 10,022,212 | 10,729,986 | 11,132,460 | 12,892,613 |

Operating Budget Expenditures

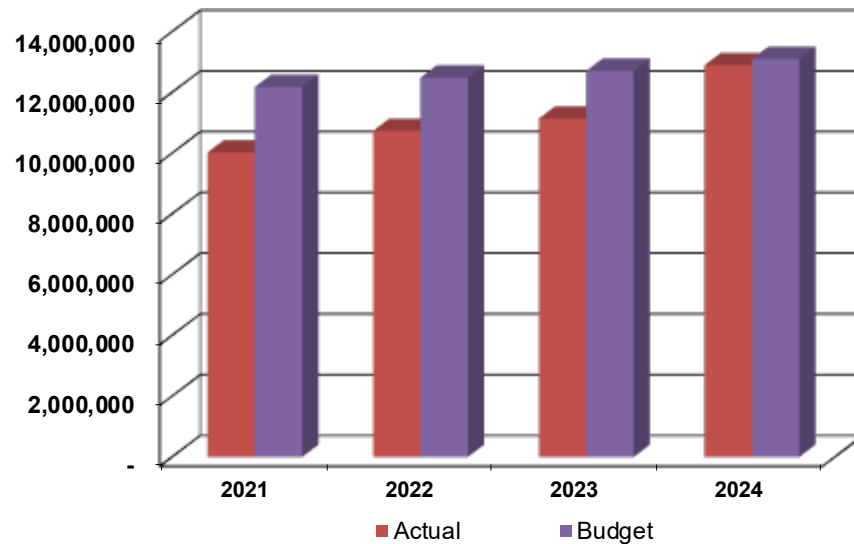
COO – Facilities & Maintenance – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Payroll | 5,436,915 | 5,402,446 | 5,546,394 | 7,019,827 | 7,105,455 |
| Operations | 3,231,438 | 3,835,360 | 3,944,891 | 4,235,952 | 4,608,990 |
| Maintenance | 1,353,859 | 1,492,180 | 1,641,175 | 1,636,834 | 1,986,675 |
| Total | 10,022,212 | 10,729,986 | 11,132,460 | 12,892,613 | 13,701,120 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|------------|------------|------------|------------|
| Budget | 12,177,200 | 12,485,281 | 12,707,413 | 13,096,991 |
| Actual | 10,022,212 | 10,729,986 | 11,132,460 | 12,892,613 |
| Variance | 2,154,988 | 1,755,295 | 1,574,953 | 204,378 |

COO – Facilities & Maintenance – Administration

Description

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

Budget Commentary

The Maintenance Administration proposed budget for 2025 is \$564,423 which is an increase of \$32,016 or 6.0% from the prior year's appropriation. There are no changes in the budgeted positions in 2025.

Payroll: Increase of \$28,016 or 5.4% above the prior year's appropriation.

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

Operations: Increase of \$4,000 or 33.8% above the prior year's appropriation.

- *Meeting Expenses, Books & Periodicals, Dues & Memberships, Seminars & Conventions* and *Office Supplies* are expected to increase to for training to support professional development initiatives.
- *Consultant Services* is expected to decrease based on historical spend.

Operating Budget Expenditures

2240010010

COO – Facilities & Maintenance – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-----------------|-----------------|------------------|---------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 253,380 | 517,357 | 544,373 | 27,016 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 3,000 | 2,000 | 3,000 | 1,000 | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 825 | 1,200 | 1,200 | - | |
| | Total Payroll | 257,205 | 520,557 | 548,573 | 28,016 | 5.4% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 325 | 850 | 850 | - | |
| 511100 | Seminars & Conventions | 2,000 | 2,000 | 6,000 | 4,000 | |
| 511120 | Meeting Expenses | 900 | 500 | 1,000 | 500 | |
| 511210 | Books & Periodicals | 500 | - | - | - | |
| 511220 | Dues & Memberships | 1,000 | 500 | 1,000 | 500 | |
| 512070 | Consultant Services | 5,000 | 5,000 | 1,000 | (4,000) | |
| 513010 | Office Supplies | 6,000 | 3,000 | 6,000 | 3,000 | |
| 513140 | Electrical Supplies | - | - | - | - | |
| | Total Operations | 15,725 | 11,850 | 15,850 | 4,000 | 33.8% |
| | Total Expenditure Classification | 272,930 | 532,407 | 564,423 | 32,016 | 6.0% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 133,700 | 260,879 | 276,567 | 15,688 | |
| | Water Allocation 51% | 139,230 | 271,528 | 287,856 | 16,328 | |
| | Total Funding Allocation | 272,930 | 532,407 | 564,423 | 32,016 | 6.0% |
| | <u>Authorized Positions</u> | | | | | |
| | Manager of Maintenance | 1 | 1 | 1 | - | |
| | Administrative Clerk | 1 | 1 | 1 | - | |
| | Director of Facilities | - | 1 | 1 | - | |
| | Total Authorized Positions | 2 | 3 | 3 | - | 0.0% |

COO – Facilities & Electronic – Maintenance**Description**

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

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

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

Budget Commentary

The Facilities and Electronic Maintenance 2025 budget is \$6,131,263, an increase of \$128,957 or 2.1% above the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

Payroll: Decrease of \$37,743 or 0.9% below the prior year's appropriation.

- *Regular Pay* and *Overtime Pay* includes increments and cost-of-living increases for eligible employees offset by a reduction of (2) Electronic Technicians.
- *Longevity* has decreased based upon participation.

Operations: Increase of \$93,700 or 7.0% above the prior year's appropriation.

- A rise in *Materials from Stock, Small Tools & Equipment* and *Communication Equipment & Supplies* reflects the increase the cost of consumable material and supplies.
- *Fuel* and *Electricity* increased as a result of new meters coming online for odor control facilities and market rates.

Maintenance: Increase of \$73,000 or 13.6% above the prior year's appropriation.

- *Tool & Work Equipment* and *Pump Station Equipment* are increasing to reflect a rise in cost for materials.
- *Information System R&M* is increasing to support additional licenses for staff and contract agreements.

Operating Budget Expenditures

2240010020

COO – Facilities & Electronic – Maintenance

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|-----------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 3,194,570 | 3,594,816 | 3,470,663 | (124,153) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 450,000 | 415,545 | 483,000 | 67,455 | |
| 501050 | Overtime 200% | 100,000 | 80,000 | 100,000 | 20,000 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 36,750 | 38,200 | 38,200 | - | |
| 501070 | Longevity Pay | 3,350 | 3,945 | 2,900 | (1,045) | |
| | Total Payroll | 3,784,670 | 4,132,506 | 4,094,763 | (37,743) | -0.9% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 32,500 | 39,100 | 45,000 | 5,900 | |
| 511030 | Meals Allowance | 4,000 | - | - | - | |
| 512080 | Outside Services | 30,000 | 30,000 | 30,000 | - | |
| 512350 | Ground Care | 272,000 | 250,000 | 250,000 | - | |
| 512410 | Refuse Collection & Disposal | 4,500 | 5,700 | 6,500 | 800 | |
| 513010 | Office Supplies | 6,000 | 5,000 | 6,000 | 1,000 | |
| 513080 | Communication Equipment & Supp. | 10,000 | 5,000 | 13,000 | 8,000 | |
| 513120 | Safety Supplies | 15,000 | 15,000 | 15,000 | - | |
| 513140 | Electrical Supplies | 20,000 | 20,000 | 20,000 | - | |
| 513400 | Small Tools & Equipment | - | 5,000 | 10,000 | 5,000 | |
| 513690 | Materials From Stock | 102,000 | 115,000 | 175,000 | 60,000 | |
| 513710 | Fuel | 80,000 | 32,000 | 35,000 | 3,000 | |
| 514010 | Electricity | 809,400 | 810,000 | 820,000 | 10,000 | |
| | Total Operations | 1,385,400 | 1,331,800 | 1,425,500 | 93,700 | 7.0% |
| | <u>Maintenance</u> | | | | | |
| 513540 | Tanks | - | 35,000 | 35,000 | - | |
| 521020 | Safety Equipment | 22,500 | 18,000 | 18,000 | - | |
| 521070 | Pump Station Equipment | 113,000 | 115,000 | 135,000 | 20,000 | |
| 521080 | Tool & Work Equipment | 40,000 | 35,000 | 50,000 | 15,000 | |
| 522010 | Facilities R&M | 150,000 | 150,000 | 150,000 | - | |
| 522030 | Information System R&M | 212,000 | 185,000 | 223,000 | 38,000 | |
| | Total Maintenance | 537,500 | 538,000 | 611,000 | 73,000 | 13.6% |
| | Total Expenditure Classification | 5,707,570 | 6,002,306 | 6,131,263 | 128,957 | 2.1% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 2,796,700 | 2,941,129 | 3,004,319 | 63,189 | |
| | Water Allocation 51% | 2,910,870 | 3,061,177 | 3,126,944 | 65,768 | |
| | Total Funding Allocation | 5,707,570 | 6,002,306 | 6,131,263 | 128,957 | 2.1% |
| | <u>Authorized Positions</u> | | | | | |
| | Electrical Maint Supervisor | 1 | 1 | 1 | - | |
| | Electronic Technician | 8 | 7 | 5 | (2) | |
| | Electronic Technician 2 | 4 | 3 | 1 | (2) | |
| | Facilities Maintainer Crew Leader | 1 | 1 | - | (1) | |
| | Facility Maintainer 1 | 1 | 2 | 3 | 1 | |
| | Facility Maintenance Superintendent | 1 | 1 | 1 | - | |
| | Instrumentation Tech 1 | - | 1 | 2 | 1 | |
| | Machinist/Maint. Mechanic 2 | 11 | 11 | 12 | 1 | |
| | Maintenance Planner | - | - | 1 | 1 | |
| | Pump Station Supervisor | 1 | 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 | 2 | 1 | |
| | Total Authorized Positions | 30 | 33 | 31 | (2) | -6.1% |

COO – Administrative Facilities – Maintenance

Description

The Administrative Facilities Maintenance program addresses all maintenance and repair tasks associated with the District's Headquarters Building at 555 Main Street as well as 125 Maxim Road, 60 Murphy Road and 235 Brainard Road, Hartford. The unit's responsibilities include operation and maintenance of the building's heating, ventilation and air conditioning systems; building and grounds maintenance; electrical and plumbing maintenance, custodial services, security services and interior renovations and painting.

Budget Commentary

The 2025 proposed budget for the Administrative Facilities is \$1,669,440 which is an increase of \$69,050 or 4.3% above the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Increase of \$54,050 or 3.7% above the prior year's appropriation.

- *Electricity and Heating & Air Conditioning* are anticipated to increase based on commodity pricing and anticipated spend for 2025.

Maintenance: Increase of \$15,000 or 9.7% above the prior year's appropriation.

- *Facilities R&M* is increasing to reflect services provided by Port-O-Potty at Reservoir 6 and WH Filters for the public, in addition to parking lot sweeping services and various other maintenance activities.

Operating Budget Expenditures

2240010030

COO – Administrative Facilities – Maintenance

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | <i>Total Payroll</i> | - | - | - | - | - |
| | <i>Operations</i> | | | | | |
| 511250 | Other Additional Taxable Comp. | - | - | - | - | |
| 512050 | Custodial Services | 425,702 | 433,890 | 433,890 | - | |
| 512080 | Outside Services | 11,000 | 13,000 | 13,000 | - | |
| 512090 | Security Services | 10,000 | - | - | - | |
| 512410 | Refuse Collection & Disposal | 68,000 | 60,000 | 60,000 | - | |
| 513020 | Janitorial Supplies | 125,400 | 25,000 | 25,000 | - | |
| 513690 | Materials From Stock | 10,000 | 3,000 | 3,000 | - | |
| 513710 | Fuel | 160,000 | 160,000 | 160,000 | - | |
| 514010 | Electricity | 508,630 | 440,500 | 484,550 | 44,050 | |
| 514050 | Heating & Air Conditioning | 342,000 | 310,000 | 320,000 | 10,000 | |
| | <i>Total Operations</i> | 1,660,732 | 1,445,390 | 1,499,440 | 54,050 | 3.7% |
| | <i>Maintenance</i> | | | | | |
| 522010 | Facilities R&M | 175,000 | 155,000 | 170,000 | 15,000 | |
| | <i>Total Maintenance</i> | 175,000 | 155,000 | 170,000 | 15,000 | 9.7% |
| | <i>Total Expenditure Classification</i> | 1,835,732 | 1,600,390 | 1,669,440 | 69,050 | 4.3% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 49% | 899,500 | 784,191 | 818,026 | 33,835 | |
| | Water Allocation 51% | 936,232 | 816,199 | 851,414 | 35,216 | |
| | <i>Total Funding Allocation</i> | 1,835,732 | 1,600,390 | 1,669,440 | 69,050 | 4.3% |

COO – Central Equipment – Maintenance**Description**

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

Budget Commentary

The Central Equipment Maintenance proposed budget for 2025 is \$4,470,733, which is above the prior year's appropriation by \$295,578 or 7.1%. Budgeted positions remain unchanged in 2025.

Payroll: Increase of \$553 or 0.0% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by promotion of (1) Assistant Fleet Superintendent to Fleet Superintendent; and the consolidation of Vehicle & Equipment Mechanic 2 and Stock Services Crew Leader into Vehicle & Equipment Mechanic.
- *Overtime Pay* has increased due to anticipated spending for 2025.
- *Longevity Pay* is decreased due to participation.

Operations: Increase of \$222,850 or 16.5% above the prior year's appropriation.

- *Fuel, Diesel Fuel, Gasoline, Electricity, Propane Gas and Wash-Bay Chemicals* are expected to increase based on commodity pricing offset with anticipated spend for 2025.
- *Materials From Stock, Hardware, Office Supplies, Consultant Services* are increasing due to the 2025 commodity estimates set by our vendors.
- *Employee Education Program and Dues & Memberships* are expected to increase to align with anticipated spend in 2025 for employee licensing.

Maintenance: Increase of \$72,175 or 6.4% above the prior year's appropriation.

- *Safety Equipment, Power Operated Equipment, Tool & Work Equipment, Transportation Equipment and Stationary Power Equipment* are expected to increase to align with anticipated spend in 2025.

Operating Budget Expenditures

2240010040

COO – Central Equipment – Maintenance

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|----------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 1,449,966 | 1,603,230 | 1,589,608 | (13,622) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 60,000 | 60,000 | 85,000 | 25,000 | |
| 501050 | Overtime 200% | 20,000 | 20,000 | 10,000 | (10,000) | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 800 | 500 | 500 | - | |
| 501070 | Longevity Pay | 2,225 | 3,575 | 2,750 | (825) | |
| | Total Payroll | 1,532,991 | 1,687,305 | 1,687,858 | 553 | 0.0% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 18,000 | 18,000 | 21,000 | 3,000 | |
| 511030 | Meals Allowance | 300 | - | - | - | |
| 511050 | Employee Education Program | - | - | 15,000 | 15,000 | |
| 511120 | Meeting Expenses | 1,000 | 1,000 | 1,000 | - | |
| 511220 | Dues & Memberships | 1,000 | 3,500 | 12,000 | 8,500 | |
| 512070 | Consultant Services | 90,000 | 80,000 | 90,000 | 10,000 | |
| 512090 | Security Services | 6,500 | 5,000 | 5,000 | - | |
| 512310 | Permits | 2,500 | 1,000 | 1,000 | - | |
| 512410 | Refuse Collection & Disposal | 19,000 | 19,000 | 21,000 | 2,000 | |
| 513010 | Office Supplies | 3,000 | 3,000 | 4,000 | 1,000 | |
| 513090 | Shop Supplies | 500 | 100 | 100 | - | |
| 513140 | Electrical Supplies | 3,300 | 1,000 | 1,000 | - | |
| 513400 | Small Tools & Equipment | 18,000 | 25,000 | 25,000 | - | |
| 513450 | Hardware | 10,000 | 8,500 | 12,000 | 3,500 | |
| 513690 | Materials From Stock | 300,000 | 300,000 | 375,000 | 75,000 | |
| 513710 | Fuel | 37,500 | 31,000 | 41,000 | 10,000 | |
| 513720 | Diesel Fuel | 468,000 | 372,000 | 420,600 | 48,600 | |
| 513730 | Gasoline | 340,500 | 370,650 | 389,200 | 18,550 | |
| 513740 | Oil & Lubricants | 500 | - | - | - | |
| 513770 | Auto Parts | 20,000 | 20,000 | 20,000 | - | |
| 513780 | Tires & Tubes | 500 | 100 | 100 | - | |
| 514010 | Electricity | 60,000 | 60,000 | 64,000 | 4,000 | |
| 514020 | Natural/Industrial Gas | 25,000 | 13,000 | 13,000 | - | |
| 514030 | Propane Gas | 10,000 | 4,500 | 6,500 | 2,000 | |
| 514060 | Garbage | 1,000 | - | - | - | |
| 515330 | Wash-Bay Chemicals | 40,000 | 8,300 | 30,000 | 21,700 | |
| 523140 | Other Equipment Rental | 10,200 | 9,700 | 9,700 | - | |
| | Total Operations | 1,486,300 | 1,354,350 | 1,577,200 | 222,850 | 16.5% |
| | <u>Maintenance</u> | | | | | |
| 521020 | Safety Equipment | 25,000 | 20,000 | 21,000 | 1,000 | |
| 521060 | Power Operated Equipment | 230,000 | 223,500 | 234,675 | 11,175 | |
| 521080 | Tool & Work Equipment | 180,000 | 180,000 | 189,000 | 9,000 | |
| 521090 | Transportation Equipment | 530,000 | 530,000 | 556,000 | 26,000 | |
| 521110 | Stationary Power Equipment | 60,000 | 60,000 | 85,000 | 25,000 | |
| 522010 | Facilities R&M | 110,000 | 120,000 | 120,000 | - | |
| | Total Maintenance | 1,135,000 | 1,133,500 | 1,205,675 | 72,175 | 6.4% |
| | Total Expenditure Classification | 4,154,291 | 4,175,155 | 4,470,733 | 295,578 | 7.1% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 2,035,600 | 2,045,825 | 2,190,659 | 144,833 | |
| | Water Allocation 51% | 2,118,691 | 2,129,330 | 2,280,074 | 150,745 | |
| | Total Funding Allocation | 4,154,291 | 4,175,155 | 4,470,733 | 295,578 | 7.1% |

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

| Authorized Positions | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|-------------------------|-------------------------|--------------------------|----------------------|---------------------|
| 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 | - | (1) | |
| Vehicle and Equip. Mechanic | 7 | 7 | 9 | 2 | |
| Vehicle and Equipment Mechanic 2 | - | 1 | - | (1) | |
| Vehicle and Equip. Rep. Crew Leader | 2 | 2 | 2 | - | |
| Total Authorized Positions | 14 | 15 | 15 | - | 0.0% |

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 proposed budget for 2025 is \$865,261, which has increased \$78,528 or 10.0% above the prior year's appropriation. The budgeted positions remain unchanged in 2025.

Payroll: Increase of \$77,028 or 11.0% above the prior year's appropriation.

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

Operations: Increase of \$1,500 or 1.7% above the prior year's appropriation.

- *Clothing Allowance, Small Tools & Equipment* will increase to align with historical spend.

Operating Budget Expenditures

2240010050

COO – Warehouse

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-----------------|-----------------|------------------|---------------|--------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | 565,590 | 596,088 | 619,216 | 23,128 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 90,000 | 70,000 | 90,000 | 20,000 | |
| 501050 | Overtime 200% | 20,000 | 20,000 | 45,000 | 25,000 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 8,800 | 9,200 | 18,000 | 8,800 | |
| 501070 | Longevity Pay | - | 1,945 | 2,045 | 100 | |
| | Total Payroll | 684,390 | 697,233 | 774,261 | 77,028 | 11.0% |
| | <u>Operations</u> | | | | | |
| 511010 | Clothing Allowance | 5,500 | 10,000 | 10,500 | 500 | |
| 511030 | Meals Allowance | 3,000 | - | - | - | |
| 512080 | Outside Services | 25,000 | 59,000 | 59,000 | - | |
| 513010 | Office Supplies | 1,000 | 1,000 | 1,000 | - | |
| 513400 | Small Tools & Equipment | 500 | 1,000 | 2,000 | 1,000 | |
| 519020 | Postage | 17,000 | 18,000 | 18,000 | - | |
| 521020 | Safety Equipment | 500 | 500 | 500 | - | |
| | Total Operations | 52,500 | 89,500 | 91,000 | 1,500 | 1.7% |
| | Total Expenditure Classification | 736,890 | 786,733 | 865,261 | 78,528 | 10.0% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 49% | 361,100 | 385,499 | 423,978 | 38,479 | |
| | Water Allocation 51% | 375,790 | 401,234 | 441,283 | 40,049 | |
| | Total Funding Allocation | 736,890 | 786,733 | 865,261 | 78,528 | 10.0% |
| | <u>Authorized Positions</u> | | | | | |
| | Inventory Stock Clerk | 3 | 2 | 2 | - | |
| | Stock Services Crew Leader | 2 | 2 | 2 | - | |
| | Stock Services Supervisor | 1 | 1 | 1 | - | |
| | Stock Specialist | - | 1 | 1 | - | |
| | Total Authorized Positions | 6 | 6 | 6 | - | 0.0% |

Water Treatment & Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

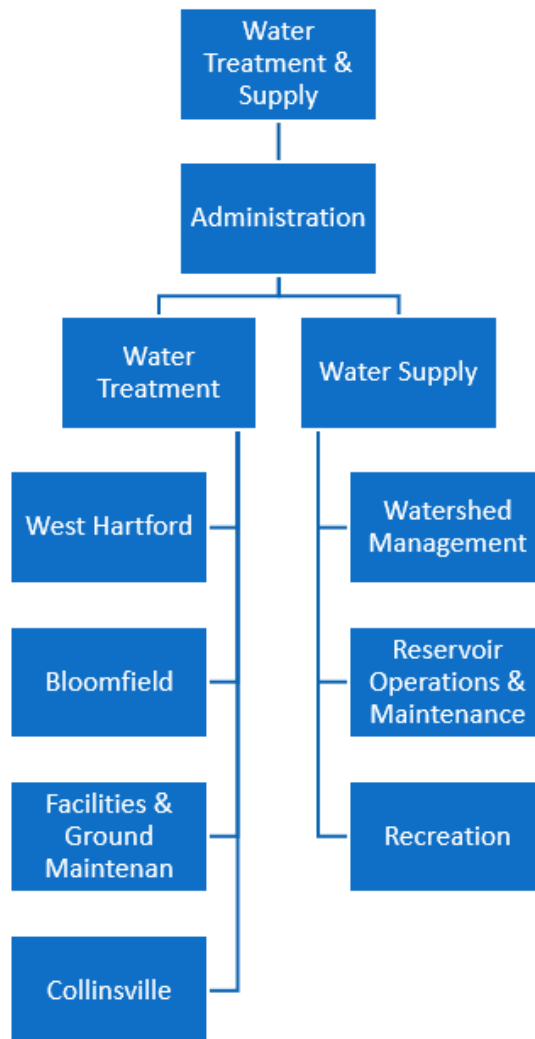
Collinsville

Water Supply

Watershed Maintenance

Reservoir Operations & Maintenance

Recreation



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 2025 is \$9,320,707, an increase of \$101,211 or 1.1% above the prior year's appropriation. Budget details regarding the activity and departments are provided on succeeding pages. There is an increase in the budgeted positions in 2025.

Operating Budget Expenditures

COO – Water Treatment & Supply – Budget Summary

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------|------------------|------------------|----------------|-------------|
| <u>Summary by Activity</u> | | | | | |
| Administration | 722,193 | 798,372 | 838,139 | 39,767 | |
| West Hartford | 3,330,372 | 3,233,945 | 3,147,988 | (85,957) | |
| Bloomfield | 1,788,601 | 1,904,429 | 1,788,602 | (115,827) | |
| Facilities & Ground Maintenance | 866,869 | 957,304 | 1,038,697 | 81,393 | |
| Collinsville | 236,600 | 198,200 | 219,200 | 21,000 | |
| Waterhshed Management | 351,425 | 338,587 | 346,011 | 7,424 | |
| Reservoir Operations & Maintenance | 1,965,923 | 1,762,659 | 1,916,070 | 153,411 | |
| Recreation | 30,400 | 26,000 | 26,000 | - | |
| Total Summary by Activity | 9,292,383 | 9,219,496 | 9,320,707 | 101,211 | 1.1% |
| <u>Summary by Major Account</u> | | | | | |
| Payroll | | | | | |
| Regular Pay | 4,083,458 | 4,050,590 | 4,292,357 | 241,767 | |
| Overtime 150% | 248,500 | 321,136 | 370,000 | 48,864 | |
| Overtime 200% | 129,000 | 144,000 | 158,000 | 14,000 | |
| Temporary Help | 25,000 | 26,500 | 15,000 | (11,500) | |
| Standby & Premium Pay | 44,300 | 46,000 | 61,000 | 15,000 | |
| Longevity Pay | 5,125 | 13,620 | 13,150 | (470) | |
| Total Payroll | 4,535,383 | 4,601,846 | 4,909,507 | 307,661 | 6.7% |
| Operations | 4,187,600 | 4,046,900 | 3,811,050 | (235,850) | -5.8% |
| Maintenance | 569,400 | 570,750 | 600,150 | 29,400 | 5.2% |
| Total Summary by Major Account | 9,292,383 | 9,219,496 | 9,320,707 | 101,211 | 1.1% |
| <u>Funding Allocation</u> | | | | | |
| Sewer Allocation 0% | - | - | - | - | |
| Water Allocation 100% | 9,292,383 | 9,219,496 | 9,320,707 | 101,211 | |
| Total Funding Allocation | 9,292,383 | 9,219,496 | 9,320,707 | 101,211 | 1.1% |
| <u>Authorized Positions</u> | | | | | |
| Administration | 5 | 5 | 5 | - | |
| West Hartford | 9 | 8 | 9 | 1 | |
| Bloomfield | 6 | 7 | 6 | (1) | |
| Facilities & Ground Maintenance | 8 | 8 | 8 | - | |
| Collinsville | - | - | - | - | |
| Reservoir Operations & Maintenance | 2 | 2 | 2 | - | |
| Water Supply | 10 | 9 | 10 | 1 | |
| Recreation | - | - | - | - | |
| Total Authorized Positions | 40 | 39 | 40 | 1 | 2.6% |

Operating Budget Expenditures

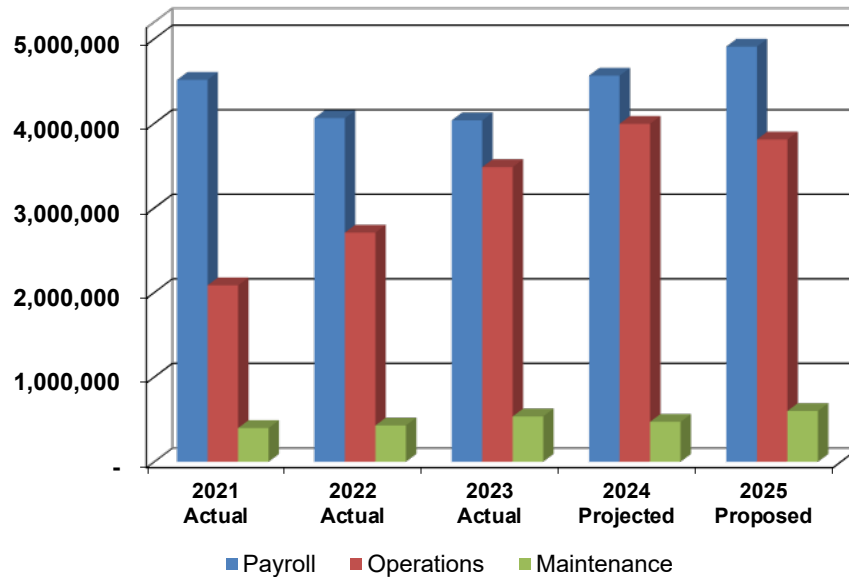
COO – Water Treatment & Supply – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--|------------------|------------------|------------------|-------------------|
| <u>Summary by Activity</u> | | | | |
| Administration | 526,209 | 648,729 | 741,326 | 780,436 |
| West Hartford | 2,509,407 | 2,525,544 | 2,779,458 | 3,311,847 |
| Bloomfield | 1,262,433 | 1,389,927 | 1,570,107 | 1,806,804 |
| Facilities & Ground Maintenance | 729,560 | 727,261 | 934,185 | 1,005,975 |
| Collinsville | 133,184 | 150,517 | 166,416 | 174,861 |
| Waterhshed Management | 340,763 | 195,039 | 306,829 | 323,854 |
| Reservoir Operations & Maintenance | 1,490,958 | 1,555,963 | 1,552,354 | 1,621,134 |
| Recreation | 8,041 | 8,045 | 7,548 | 8,715 |
| Total Summary by Activity | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,626 |
| <u>Summary by Major Account</u> | | | | |
| Payroll | | | | |
| Regular Pay | 3,899,210 | 3,581,708 | 3,515,922 | 4,002,624 |
| Overtime 150% | 416,635 | 304,687 | 338,968 | 362,919 |
| Overtime 200% | 136,923 | 138,958 | 130,073 | 135,305 |
| Temporary Help | - | - | 1,737 | 816 |
| Standby & Premium Pay | 57,343 | 32,595 | 39,227 | 52,760 |
| Longevity Pay | 6,025 | 5,050 | 11,330 | 11,701 |
| Total Payroll | 4,516,136 | 4,062,998 | 4,037,257 | 4,566,125 |
| Operations | 2,086,109 | 2,709,395 | 3,484,849 | 3,996,278 |
| Maintenance | 398,310 | 428,632 | 536,115 | 471,223 |
| Total Summary by Major Account | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,626 |
| <u>Funding Allocation</u> | | | | |
| Sewer Allocation 0% | - | - | - | - |
| Water Allocation 100% | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,626 |
| Total Funding Allocation | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,626 |

Operating Budget Expenditures

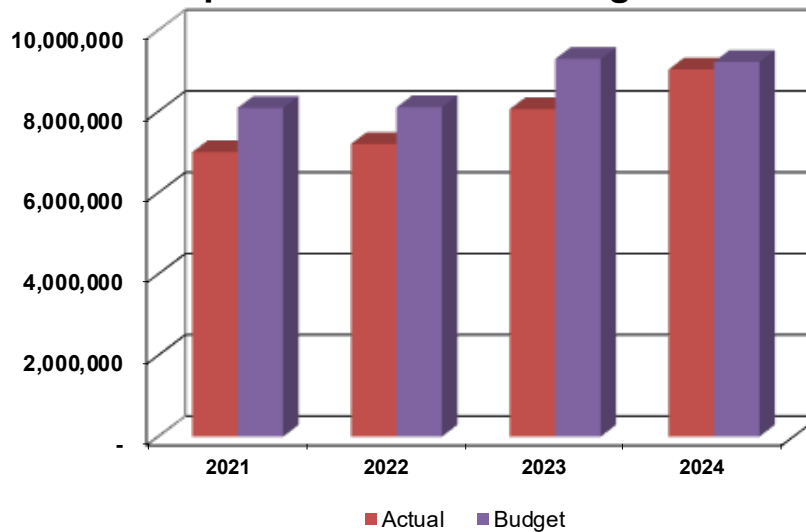
COO – Water Treatment & Supply – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 4,516,136 | 4,062,998 | 4,037,257 | 4,566,125 | 4,909,507 |
| Operations | 2,086,109 | 2,709,395 | 3,484,849 | 3,996,278 | 3,811,050 |
| Maintenance | 398,310 | 428,632 | 536,115 | 471,223 | 600,150 |
| Total | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,626 | 9,320,707 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 8,087,800 | 8,101,154 | 9,292,383 | 9,219,496 |
| Actual | 7,000,555 | 7,201,025 | 8,058,221 | 9,033,627 |
| Variance | 1,087,245 | 900,129 | 1,234,162 | 185,869 |

COO – Water Treatment & Supply – Administration

Description

The Administration activity is responsible for the overall administration and management of the Water Treatment and Water Supply department. The Manager of Water Treatment heads the Administration unit with support from Assistant Managers and administrative staff.

Budget Commentary

The 2025 Water Treatment and Supply Administration proposed budget is \$838,139, an increase of \$39,767 or 5.0% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$32,817 or 4.3% above the prior year's appropriation.

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

Operations: Increase of \$6,950 or 16.1% above the prior year's appropriation.

- *Seminars & Conventions* are increasing based on participation costs offset by anticipated decreases in Clothing Allowance and Office Supplies.

Operating Budget Expenditures

2210010010

COO – Water Treatment & Supply – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|---------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 680,818 | 733,497 | 766,039 | 32,542 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 1,500 | 20,000 | 20,000 | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Help | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | 1,775 | 1,775 | 2,050 | 275 | |
| | <i>Total Payroll</i> | 684,093 | 755,272 | 788,089 | 32,817 | 4.3% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 1,200 | 3,000 | 2,550 | (450) | |
| 511100 | Seminars & Conventions | 7,500 | 8,000 | 16,000 | 8,000 | |
| 511120 | Meeting Expenses | 700 | 700 | 800 | 100 | |
| 511210 | Books & Periodicals | 500 | - | - | - | |
| 511220 | Dues & Memberships | 1,800 | 1,800 | 1,800 | - | |
| 512080 | Outside Services | 17,000 | 20,000 | 20,000 | - | |
| 512310 | Permits | 2,400 | 2,500 | 2,500 | - | |
| 513010 | Office Supplies | 7,000 | 7,000 | 5,900 | (1,100) | |
| 511070 | Employee Reimbursement | - | 100 | 500 | 400 | |
| | <i>Total Operations</i> | 38,100 | 43,100 | 50,050 | 6,950 | 16.1% |
| | <i>Total Expenditure Classification</i> | 722,193 | 798,372 | 838,139 | 39,767 | 5.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 722,193 | 798,372 | 838,139 | 39,767 | |
| | <i>Total Funding Allocation</i> | 722,193 | 798,372 | 838,139 | 39,767 | 5.0% |
| | <i>Authorized Positions</i> | | | | | |
| | Administrative Assistant | 1 | 1 | 2 | 1 | |
| | Asst. Manager of WT | 1 | - | - | - | |
| | Manager of Water Treatment & Supply | 1 | 2 | 2 | - | |
| | WT Plant Superintendent | 1 | 1 | 1 | - | |
| | Senior Clerk | 1 | 1 | - | (1) | |
| | <i>Total Authorized Positions</i> | 5 | 5 | 5 | - | 0.0% |

COO – Water Treatment – West Hartford

Description

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

Budget Commentary

The West Hartford Water Treatment proposed budget for 2025 is \$3,147,988. This is a decrease of \$85,957 or 2.7% below the prior year's appropriation. There is an increase in the budgeted positions in 2025.

Payroll: Increase of \$71,043 or 7.3% above the prior year's appropriation.

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

Operations: Decrease of \$192,000 or 9.0% below the prior year's appropriation.

- *Outside Services* are expected to increase due to Filter Reconditioning that will be conducted in 2025 as well as 3 months of additional labor.
- *Orthophosphate* and *Sodium Hydroxide* is decreasing due to new contractual agreement which lowered costs offset partially by an increase in *Sodium Hypochlorite*.
- *Electricity, Fuel* and *Disel Fuel* are increasing due increasing rates which were previously higher due to market increases and new contracts being awarded.

Maintenance: Increase of \$35,000 or 26.9% above the prior year's appropriation.

- There is an expected increase in expenditures for *Treatment Equipment* and *Facilities R&M* in 2025 based on planned maintenance and historical spending.

Operating Budget Expenditures

2210020010

COO – Water Treatment – West Hartford

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|------------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 929,922 | 789,907 | 864,748 | 74,841 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 100,000 | 110,928 | 110,000 | (928) | |
| 501050 | Overtime 200% | 35,000 | 40,000 | 40,000 | - | |
| 501020 | Temporary Pay | - | 1,500 | - | (1,500) | |
| 501060 | Standby & Premium Pay | 25,300 | 26,300 | 26,500 | 200 | |
| 501070 | Longevity Pay | 2,250 | 4,710 | 3,140 | (1,570) | |
| | Total Payroll | 1,092,472 | 973,345 | 1,044,388 | 71,043 | 7.3% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 7,500 | 15,500 | 7,100 | (8,400) | |
| 511030 | Meals Allowance | 500 | - | - | - | |
| 512080 | Outside Services | 315,000 | 330,000 | 452,000 | 122,000 | |
| 512410 | Refuse Collection & Disposal | 6,800 | 9,000 | 10,000 | 1,000 | |
| 513020 | Janitorial Supplies | 1,000 | 1,000 | 1,000 | - | |
| 513120 | Safety Supplies | 1,000 | 1,500 | 1,500 | - | |
| 513140 | Electrical Supplies | 1,000 | - | - | - | |
| 513160 | Chemical/Oil Spill Supplies | 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 | 7,500 | 8,000 | 8,000 | - | |
| 513710 | Fuel | 75,000 | 77,000 | 82,000 | 5,000 | |
| 513720 | Diesel Fuel | 2,800 | - | 2,000 | 2,000 | |
| 514010 | Electricity | 286,000 | 225,000 | 250,000 | 25,000 | |
| 515020 | Sodium Hydroxide | 476,600 | 411,500 | 345,000 | (66,500) | |
| 515050 | Hydrofluosilicic Acid | 125,500 | 132,400 | 126,000 | (6,400) | |
| 515060 | Sodium Hypochlorite | 318,500 | 278,000 | 340,000 | 62,000 | |
| 515100 | Orthophosphate | 482,800 | 608,200 | 280,000 | (328,200) | |
| 511070 | Employee Reimbursement | - | - | 500 | 500 | |
| | Total Operations | 2,142,000 | 2,130,600 | 1,938,600 | (192,000) | -9.0% |
| | <i>Maintenance</i> | | | | | |
| 521020 | Safety Equipment | 500 | - | - | - | |
| 521070 | Pump Station Equipment | 1,500 | - | - | - | |
| 521080 | Tool & Work Equipment | 4,000 | - | - | - | |
| 521100 | Treatment Equipment | 79,900 | 100,000 | 125,000 | 25,000 | |
| 522010 | Facilities R&M | 10,000 | 30,000 | 40,000 | 10,000 | |
| | Total Maintenance | 95,900 | 130,000 | 165,000 | 35,000 | 26.9% |
| | Total Expenditure Classification | 3,330,372 | 3,233,945 | 3,147,988 | (85,957) | -2.7% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 3,330,372 | 3,233,945 | 3,147,988 | (85,957) | |
| | Total Funding Allocation | 3,330,372 | 3,233,945 | 3,147,988 | (85,957) | -2.7% |

Operating Budget Expenditures

2210020010

COO – Water Treatment – West Hartford

| | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------------------|-----------------|-----------------|------------------|--------------|--------------|
| Authorized Positions | | | | | |
| Certified WT Crew Leader | - | - | 1 | 1 | |
| Water Plant Operator in Training | - | - | 1 | 1 | |
| Water Treatment Plant Crew Leader | 4 | 4 | 2 | (2) | |
| Water Treatment Plant Operator | - | 1 | 2 | 1 | |
| Water Treatment Plant Operator 1 | 2 | 1 | 1 | - | |
| Water Treatment Plant Shift Supv. | 2 | 1 | 1 | - | |
| Water Treatment Plant Ops Supv. | 1 | 1 | 1 | - | |
| Total Authorized Positions | 9 | 8 | 9 | 1 | 12.5% |

COO – Water Treatment – Bloomfield

Description

The Water Treatment, Bloomfield, sub-activity is responsible for the operation of the Bloomfield (Reservoir No. 6) Water Treatment Facility. This operation includes the daily treatment of more than 15 million gallons of water, backwashing and maintenance of rapid sand filter beds, equipment and other structures.

Budget Commentary

The 2025 proposed budget for Bloomfield Water Treatment totals \$1,788,602, a decrease of \$115,827 or 6.1% below the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

Payroll: Decrease of \$37,227 or 4.7% below the prior year's appropriation.

- *Regular Pay* increases by increments, cost-of-living increases for eligible employees offset with a reduction of one net position and increases to *Overtime Pay* and *Standby & Premium Pay*.

Operations: Decrease of \$78,600 or 8.0% below the prior year's appropriation.

- *Orthophosphate* and *Sodium Hydroxide* is decreasing due to new contractual agreement which lowered costs offset partially by an increase in *Sodium Hypochlorite*.
- *Powdered Carbon*, *Sodium Hypochlorite*, *Hydrofluosilicic Acid*, *Clothing Allowance*, and *Outside Services* are increasing due to anticipated spend.
- *Electricity* is increasing due to increasing rates which were previously higher due to market increases and new contracts being awarded.

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

Operating Budget Expenditures

2210020020

COO – Water Treatment – Bloomfield

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|------------------|------------------|------------------|------------------|---------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 565,201 | 657,979 | 595,452 | (62,527) | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 52,000 | 67,000 | 67,000 | - | |
| 501050 | Overtime 200% | 31,000 | 41,000 | 55,000 | 14,000 | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 18,000 | 18,700 | 30,000 | 11,300 | |
| 501070 | Longevity Pay | - | 1,250 | 1,250 | - | |
| | <i>Total Payroll</i> | 666,201 | 785,929 | 748,702 | (37,227) | -4.7% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 4,700 | 9,000 | 12,000 | 3,000 | |
| 511030 | Meals Allowance | 200 | - | - | - | |
| 512080 | Outside Services | 24,000 | 22,000 | 24,000 | 2,000 | |
| 512410 | Refuse Collection & Disposal | 5,500 | 6,000 | 7,700 | 1,700 | |
| 513020 | Janitorial Supplies | 1,000 | 500 | 500 | - | |
| 513400 | Small Tools & Equipment | 800 | 800 | 800 | - | |
| 513690 | Materials From Stock | 6,000 | 6,000 | 6,000 | - | |
| 513710 | Fuel | 67,000 | 44,000 | 40,000 | (4,000) | |
| 514010 | Electricity | 200,000 | 135,500 | 198,000 | 62,500 | |
| 515010 | Aluminum Sulfate | 112,000 | 144,600 | 140,000 | (4,600) | |
| 515020 | Sodium Hydroxide | 119,100 | 120,100 | 95,000 | (25,100) | |
| 515050 | Hydrofluosillicic Acid | 50,200 | 52,000 | 56,000 | 4,000 | |
| 515060 | Sodium Hypochlorite | 106,100 | 107,700 | 110,000 | 2,300 | |
| 515090 | Powdered Carbon | 125,100 | 94,700 | 117,000 | 22,300 | |
| 515100 | Orthophosphate | 163,300 | 243,200 | 100,000 | (143,200) | |
| | <i>Total Operations</i> | 985,000 | 986,100 | 907,500 | (78,600) | -8.0% |
| | <i>Maintenance</i> | | | | | |
| 521020 | Safety Equipment | 2,400 | 2,400 | 2,400 | - | |
| 521100 | Treatment Equipment | 85,000 | 85,000 | 85,000 | - | |
| 522010 | Facilities R&M | 50,000 | 45,000 | 45,000 | - | |
| | <i>Total Maintenance</i> | 137,400 | 132,400 | 132,400 | - | 0.0% |
| | <i>Total Expenditure Classification</i> | 1,788,601 | 1,904,429 | 1,788,602 | (115,827) | -6.1% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 1,788,601 | 1,904,429 | 1,788,602 | (115,827) | |
| | <i>Total Funding Allocation</i> | 1,788,601 | 1,904,429 | 1,788,602 | (115,827) | -6.1% |
| | <i>Authorized Positions</i> | | | | | |
| | Certified WT CL | 1 | 1 | 1 | - | |
| | WT Plant Crew Leader | 2 | 2 | 2 | - | |
| | WT Plant Operations Supervisor | - | 1 | 1 | - | |
| | WT Plant Operator | - | - | 1 | 1 | |
| | WT Plant Operator 1 | 3 | 3 | 1 | (2) | |
| | <i>Total Authorized Positions</i> | 6 | 7 | 6 | (1) | -14.3% |

COO – Water Treatment – Facilities & Grounds Maintenance

Description

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

Budget Commentary

The Water Treatment Facilities & Grounds Maintenance budget for 2025 is \$1,038,697, an increase of \$81,393 or 8.5% above the prior year's appropriation. There are no increases in the budgeted positions in 2025.

Payroll: Increase of \$80,893 or 9.5% 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: Decrease of \$2,000 or 3.5% below the prior year's appropriation.

- *Rock Sand & Dirt* is decreasing based on historical spending.

Maintenance: Increase of \$2,500 or 5.5% above the prior year's appropriation.

- *Tool & Work Equipment and Facilities R&M* costs are increasing based on anticipated spending.

Operating Budget Expenditures

2210020030

COO – Water Treatment – Facilities & Grounds Maintenance

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|----------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 715,169 | 765,790 | 796,207 | 30,417 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 35,000 | 63,074 | 113,000 | 49,926 | |
| 501050 | Overtime 200% | 23,000 | 23,000 | 23,000 | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | 500 | 500 | 500 | - | |
| 501070 | Longevity Pay | - | 2,690 | 3,240 | 550 | |
| | <i>Total Payroll</i> | 773,669 | 855,054 | 935,947 | 80,893 | 9.5% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 2,800 | 12,000 | 12,000 | - | |
| 511030 | Meals Allowance | 300 | - | - | - | |
| 512080 | Outside Services | 22,000 | 25,000 | 25,000 | - | |
| 513400 | Small Tools & Equipment | 3,000 | 3,000 | 3,000 | - | |
| 513430 | Rock Sand & Dirt | 17,000 | 17,000 | 15,000 | (2,000) | |
| | <i>Total Operations</i> | 45,100 | 57,000 | 55,000 | (2,000) | -3.5% |
| | <i>Maintenance</i> | | | | | |
| 521010 | Land Equipment | 15,000 | 15,000 | 15,000 | - | |
| 521020 | Safety Equipment | 600 | 750 | 750 | - | |
| 521080 | Tool & Work Equipment | 2,500 | 2,500 | 3,000 | 500 | |
| 522010 | Facilities R&M | 10,000 | 10,000 | 12,000 | 2,000 | |
| 522110 | Reservoir R&M | 12,000 | 12,000 | 12,000 | - | |
| 522120 | Service Roads R&M | 8,000 | 5,000 | 5,000 | - | |
| | <i>Total Maintenance</i> | 48,100 | 45,250 | 47,750 | 2,500 | 5.5% |
| | <i>Total Expenditure Classification</i> | 866,869 | 957,304 | 1,038,697 | 81,393 | 8.5% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 866,869 | 957,304 | 1,038,697 | 81,393 | |
| | <i>Total Funding Allocation</i> | 866,869 | 957,304 | 1,038,697 | 81,393 | 8.5% |
| | <i>Authorized Positions</i> | | | | | |
| | Facilities Maintainer 2 | 2 | 2 | 2 | - | |
| | Facilities Maintainer 1 | 3 | 4 | 4 | - | |
| | Facilities Maintainer Crew Leader | 1 | 1 | 1 | - | |
| | Sr Water Supply Maintenance Supv. | 1 | 1 | 1 | - | |
| | Water Supply Maintainer 2 | 1 | - | - | - | |
| | <i>Total Authorized Positions</i> | 8 | 8 | 8 | - | 0.0% |

COO – Water Treatment – Collinsville

Description

The Water Treatment, Collinsville sub-activity, is responsible for the treatment of approximately 460,000 gallons per day of water that is provided to the Connecticut Water Company's Collinsville division pursuant to an agreement. The operation includes treatment of water, backwashing and maintenance of the filtration system and maintenance of the treatment equipment and building structure.

Budget Commentary

The 2025 proposed budget for Water Treatment, Collinsville is \$219,200, an increase of \$21,000 or 10.6% above the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Increase of \$20,000 or 11.2% above the prior year's appropriation.

- *Orthophosphate* and *Aluminum Sulfate* are decreasing due to new contractual agreement which lowered costs offset by an increase in *Water Treatment Chemicals* and *Chlorine*.
- *Electricity* and *Fuel* is increasing due to increasing rates which were previously higher due to market increases and new contracts being awarded.
- *Outside Services, Refuse Collection & Disposal* and *Sludge Removal* are increasing due to anticipated expenditures.

Maintenance: Increase of \$1,000 or 5.0% above the prior year's appropriation.

- *Facilities R&M costs* are increasing based on anticipated spending partially offset by a reduction of *Treatment Equipment*.

Operating Budget Expenditures

2210020040

COO – Water Treatment – Collinsville

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | <i>Total Payroll</i> | - | - | - | - | 0.0% |
| | <i>Operations</i> | | | | | |
| 512080 | Outside Services | 4,000 | 3,500 | 7,500 | 4,000 | |
| 512410 | Refuse Collection & Disposal | 1,500 | 1,500 | 1,700 | 200 | |
| 512430 | Sludge Removal | 6,000 | 6,000 | 9,000 | 3,000 | |
| 513400 | Small Tools & Equipment | 500 | - | - | - | |
| 513690 | Materials From Stock | 6,000 | 6,000 | 6,000 | - | |
| 513710 | Fuel | 33,000 | 20,000 | 24,000 | 4,000 | |
| 514010 | Electricity | 86,400 | 68,000 | 72,000 | 4,000 | |
| 515010 | Aluminum Sulfate | 5,600 | 8,900 | 7,500 | (1,400) | |
| 515030 | Chlorine | 49,000 | 39,800 | 44,000 | 4,200 | |
| 515100 | Orthophosphate | 6,600 | 16,000 | 8,500 | (7,500) | |
| 515140 | Water Treatment Chemicals | 18,000 | 8,500 | 18,000 | 9,500 | |
| 521180 | Fire Equipment | - | - | - | - | |
| | <i>Total Operations</i> | 216,600 | 178,200 | 198,200 | 20,000 | 11.2% |
| | <i>Maintenance</i> | | | | | |
| 521100 | Treatment Equipment | 18,500 | 18,500 | 18,000 | (500) | |
| 522100 | Landscape R&M | - | - | - | - | |
| 522010 | Facilities R&M | 1,500 | 1,500 | 3,000 | 1,500 | |
| | <i>Total Maintenance</i> | 20,000 | 20,000 | 21,000 | 1,000 | 5.0% |
| | <i>Total Expenditure Classification</i> | 236,600 | 198,200 | 219,200 | 21,000 | 10.6% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 236,600 | 198,200 | 219,200 | 21,000 | |
| | <i>Total Funding Allocation</i> | 236,600 | 198,200 | 219,200 | 21,000 | 10.6% |

COO – Watershed Management

Description

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

Budget Commentary

The Watershed Management 2025 proposed budget totals \$346,011, an increase of \$7,424 or 2.2% above the prior year's appropriation. There are no changes in the budgeted positions in 2025.

Payroll: Increase of \$7,724 or 3.1% above the prior year's appropriation.

- *Regular Pay and Overtime* includes increments, cost-of-living increases for eligible employees, offset by the reduction of *Temporary Pay*.

Operations: Decrease of \$200 or 0.3% below the prior year's appropriation.

- There is an anticipated decrease for *Licenses & Registration* based on historical spending.

Maintenance: Decrease of \$100 or 1.1% below the prior year's appropriation.

- *Land Equipment* is anticipated to decrease to align with anticipated spend for 2025 offset by an increase in *Tool & Work Equipment*.

Operating Budget Expenditures

2210030010

COO – Watershed Management

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|--------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 251,850 | 241,312 | 259,036 | 17,724 | |
| 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 | 275 | 375 | 375 | - | |
| | <i>Total Payroll</i> | 262,125 | 251,687 | 259,411 | 7,724 | 3.1% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 2,500 | 2,000 | 2,000 | - | |
| 512080 | Outside Services | 42,000 | 42,000 | 42,000 | - | |
| 512350 | Ground Care | 25,000 | 25,000 | 25,000 | - | |
| 512840 | Licenses & Registration | 600 | 1,200 | 1,000 | (200) | |
| 513160 | Chemical/Oil Spill Supplies | 2,500 | 1,100 | 1,100 | - | |
| 513400 | Small Tools & Equipment | 5,000 | 5,000 | 5,000 | - | |
| 519100 | Printing | 700 | 1,500 | 1,500 | - | |
| | <i>Total Operations</i> | 78,300 | 77,800 | 77,600 | (200) | -0.3% |
| | <i>Maintenance</i> | | | | | |
| 521010 | Land Equipment | 8,000 | 6,100 | - | (6,100) | |
| 521080 | Tool & Work Equipment | 3,000 | 3,000 | 9,000 | 6,000 | |
| | <i>Total Maintenance</i> | 11,000 | 9,100 | 9,000 | (100) | -1.1% |
| | <i>Total Expenditure Classification</i> | 351,425 | 338,587 | 346,011 | 7,424 | 2.2% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 351,425 | 338,587 | 346,011 | 7,424 | |
| | <i>Total Funding Allocation</i> | 351,425 | 338,587 | 346,011 | 7,424 | 2.2% |
| | <i>Authorized Positions</i> | | | | | |
| | Forester | 1 | 1 | 1 | - | |
| | Natural Resources Administrator | 1 | 1 | 1 | - | |
| | <i>Total Authorized Positions</i> | 2 | 2 | 2 | - | 0.0% |

COO – Reservoir Operations & Maintenance

Description

The Reservoir Operations and Maintenance unit operates and maintains water supply reservoirs, dams, raw water transmission pipelines, pump stations and tunnels, service roads, hydroelectric power facilities and recreation facilities. The unit is also responsible for balancing reservoir levels and control of water releases to the Farmington River. The unit performs emergency spill response to protect the reservoirs. The unit maintains District lands and the associated roads, bridges, fences, signs, and performs construction duties as required. The unit provides plumbing, electrical and maintenance support to the Water Treatment Department as needed.

Budget Commentary

The 2025 proposed Reservoir Operations and Maintenance budget of \$1,916,070 is increasing by \$153,411 or 8.7% above the prior year's appropriation. There are increases in the budgeted positions in 2025.

Payroll: Increase of \$152,411 or 15.5% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to an increase in headcount of *Hydroelectric Plant Supervisor*.
- *Longevity Pay* has increased due to a new contractual agreement for eligible employees.

Operations: Increase of \$10,000 or 1.8% above the prior year's appropriation.

- *Electricity and Fuel* is increasing due to increasing rates which were previously higher due to market increases and new contracts being awarded.

Maintenance: Decrease of \$9,000 or 4.0% below the prior year's appropriation.

- *Mains & Manholes Equipment, Tool & Work Equipment* and are anticipated to decrease based on historical spend.

Operating Budget Expenditures

2210030020

COO – Reservoir Operations & Maintenance

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|----------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 940,498 | 862,105 | 1,010,875 | 148,770 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 60,000 | 60,134 | 60,000 | (134) | |
| 501050 | Overtime 200% | 40,000 | 40,000 | 40,000 | - | |
| 501020 | Temporary Pay | 15,000 | 15,000 | 15,000 | - | |
| 501060 | Standby & Premium Pay | 500 | 500 | 4,000 | 3,500 | |
| 501070 | Longevity Pay | 825 | 2,820 | 3,095 | 275 | |
| | Total Payroll | 1,056,823 | 980,559 | 1,132,970 | 152,411 | 15.5% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 10,000 | 14,600 | 14,600 | - | |
| 511030 | Meals Allowance | 300 | - | - | - | |
| 512050 | Custodial Services | 19,500 | 18,000 | 18,000 | - | |
| 512080 | Outside Services | 65,000 | 65,000 | 65,000 | - | |
| 512310 | Permits | 300 | - | - | - | |
| 512390 | Riparian | 275,000 | 275,000 | 275,000 | - | |
| 512410 | Refuse Collection & Disposal | 3,000 | 4,500 | 4,500 | - | |
| 512440 | Septic Tank Pumping | 2,000 | - | - | - | |
| 513690 | Materials From Stock | 5,000 | 4,000 | 4,000 | - | |
| 513710 | Fuel | 120,000 | 70,000 | 75,000 | 5,000 | |
| 514010 | Electricity | 130,000 | 85,000 | 90,000 | 5,000 | |
| 515310 | Fertilizer & Weed Control Chemicals | 15,000 | 10,000 | 10,000 | - | |
| 523140 | Other Equipment Rental | 17,000 | 12,000 | 12,000 | - | |
| | Total Operations | 662,100 | 558,100 | 568,100 | 10,000 | 1.8% |
| | <i>Maintenance</i> | | | | | |
| 521010 | Land Equipment | 25,000 | 20,000 | 20,000 | - | |
| 521080 | Tool & Work Equipment | 33,000 | 25,000 | 20,000 | (5,000) | |
| 521170 | Mains & Manholes Equipment | 8,000 | 8,000 | 4,000 | (4,000) | |
| 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 | 70,000 | 70,000 | - | |
| 522120 | Service Roads R&M | 50,000 | 50,000 | 50,000 | - | |
| | Total Maintenance | 247,000 | 224,000 | 215,000 | (9,000) | -4.0% |
| | Total Expenditure Classification | 1,965,923 | 1,762,659 | 1,916,070 | 153,411 | 8.7% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 1,965,923 | 1,762,659 | 1,916,070 | 153,411 | |
| | Total Funding Allocation | 1,965,923 | 1,762,659 | 1,916,070 | 153,411 | 8.7% |
| | Authorized Positions | | | | | |
| | Facility Maintenance Crew Leader | 1 | 1 | 1 | - | |
| | Facility Maintainer 1 | 2 | 4 | 4 | - | |
| | Facility Maintainer 2 | 4 | 2 | 1 | (1) | |
| | Hydroelectric Plant Supervisor | 1 | 1 | 3 | 2 | |
| | Water Supply Maintainer 2 | 1 | - | - | - | |
| | Sr Water Supply Maintenance Supv. | 1 | 1 | 1 | - | |
| | Total Authorized Positions | 10 | 9 | 10 | 1 | 11.1% |

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 2025 Recreation proposed budget of \$26,000, remaining unchanged from the prior year. There are no budgeted positions in 2025, unchanged from the prior year.

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

- No changes are anticipated in 2025.

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

- No changes are anticipated in 2025.

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

- No changes are anticipated in 2025.

Operating Budget Expenditures

2210030030

COO – Recreation

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|--|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | <i>Total Payroll</i> | - | - | - | - | 0.0% |
| | <i>Operations</i> | | | | | |
| 512260 | Agency Hire | 3,500 | 3,500 | 3,500 | - | |
| 512440 | Septic Tank Pumping | 2,000 | - | - | - | |
| 513130 | Recreation & Field Supplies | 5,000 | 5,000 | 5,000 | - | |
| 513400 | Small Tools & Equipment | 400 | - | - | - | |
| 513820 | Tools | 2,000 | - | - | - | |
| 523140 | Other Equipment Rental | 7,500 | 7,500 | 7,500 | - | |
| | <i>Total Operations</i> | 20,400 | 16,000 | 16,000 | - | 0.0% |
| | <i>Maintenance</i> | | | | | |
| 521010 | Land Equipment | 5,000 | 5,000 | 5,000 | - | |
| 522010 | Facilities R&M | 5,000 | 5,000 | 5,000 | - | |
| 522120 | Service Roads R&M | - | - | - | - | |
| | <i>Total Maintenance</i> | 10,000 | 10,000 | 10,000 | - | 0.0% |
| | <i>Total Expenditure Classification</i> | 30,400 | 26,000 | 26,000 | - | 0.0% |
| | <i>Funding Allocations</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 30,400 | 26,000 | 26,000 | - | |
| | <i>Total Funding Allocation</i> | 30,400 | 26,000 | 26,000 | - | 0.0% |

Patrol

Administration
Recreation



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 2025 proposed budget for the Patrol Administration and Recreation is \$1,390,701, an increase of \$53,798 or 4.0% above the prior year's appropriation. Budget details regarding the activity and departments are provided on succeeding pages. Budgeted positions have increased in 2025.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|------------------|------------------|------------------|----------------|--------------|
| <i>Summary by Activity</i> | | | | | |
| Administration | 1,184,642 | 1,073,653 | 1,167,201 | 93,548 | |
| Recreation | 269,000 | 263,250 | 223,500 | (39,750) | |
| Total Patrol | 1,453,642 | 1,336,903 | 1,390,701 | 53,798 | 4.0% |
| <i>Summary by Major Account</i> | | | | | |
| Payroll | | | | | |
| Regular Pay | 768,992 | 707,928 | 796,126 | 88,198 | |
| Overtime 100% | - | - | - | - | |
| Overtime 150% | 17,000 | 15,000 | 15,000 | - | |
| Overtime | 23,000 | 15,000 | 15,000 | - | |
| Temporary Help | 11,000 | - | 100,000 | 100,000 | |
| Standby & Premium Pay | 10,000 | 10,400 | 10,400 | - | |
| Longevity Pay | 1,200 | 2,175 | 1,575 | (600) | |
| Total Payroll | 831,192 | 750,503 | 938,101 | 187,598 | 25.0% |
| Operations | 621,950 | 586,400 | 450,100 | (136,300) | -23.2% |
| Maintenance | 500 | - | 2,500 | 2,500 | 100.0% |
| Total Summary by Major Account | 1,453,642 | 1,336,903 | 1,390,701 | 53,798 | 4.0% |

Funding Allocations

| | | | | | |
|---------------------------------|------------------|------------------|------------------|---------------|-------------|
| Sewer Allocation 0% | - | - | - | - | |
| Water Allocation 100% | 1,453,642 | 1,336,903 | 1,390,701 | 53,798 | |
| Total Funding Allocation | 1,453,642 | 1,336,903 | 1,390,701 | 53,798 | 4.0% |

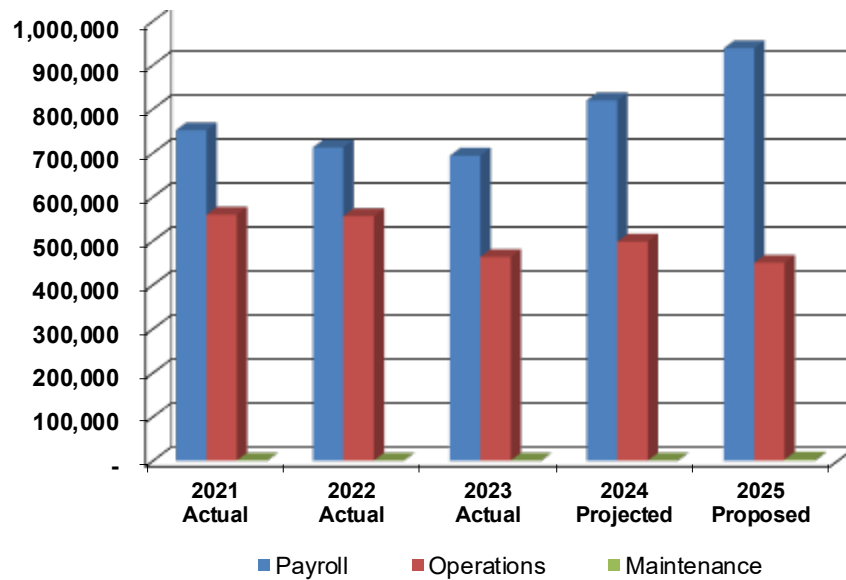
Authorized Positions

| | | | | | |
|------------------------|----------|----------|----------|----------|--------------|
| Administration | 7 | 6 | 7 | 1 | |
| Recreation | - | - | - | - | |
| Total Positions | 7 | 6 | 7 | 1 | 16.7% |

Operating Budget Expenditures

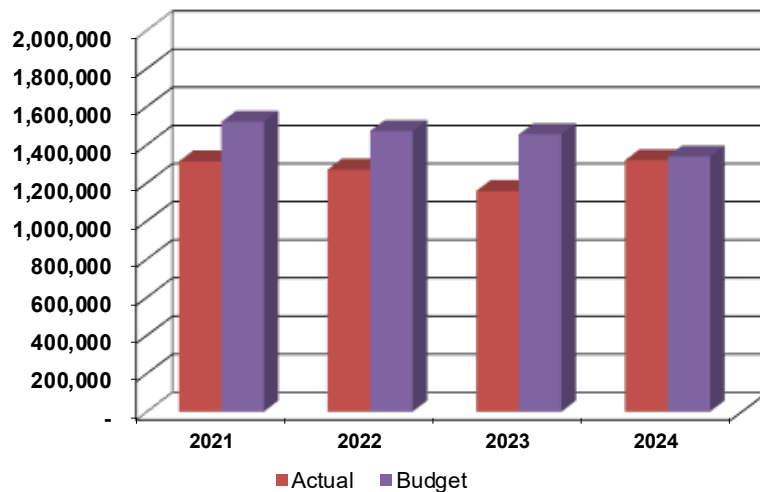
COO – Patrol – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|------------------|------------------|------------------|-------------------|------------------|
| Payroll | 751,497 | 712,640 | 693,716 | 819,566 | 938,101 |
| Operations | 559,710 | 556,107 | 463,243 | 498,256 | 450,100 |
| Maintenance | 325 | - | - | - | 2,500 |
| Total | 1,311,532 | 1,268,747 | 1,156,959 | 1,317,822 | 1,390,701 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 1,519,200 | 1,470,957 | 1,453,642 | 1,336,903 |
| Actual | 1,311,532 | 1,268,747 | 1,156,959 | 1,317,822 |
| Variance | 207,668 | 202,210 | 296,683 | 19,081 |

COO – Patrol – Administration

Description

The Patrol Department was created in 2006 and is led by a Patrol Commander. Patrol is responsible for the security and surveillance of the District's water supply reservoirs, dams, water treatment facilities, recreation areas, watershed and some non-watershed lands (including land open to the public for recreation), and roadways in and adjacent to District properties. Patrol is responsible for the enforcement of MDC ordinances, state and local laws including fish and game, boating and motor vehicle regulations. When requested, District patrol officers assist State and local police. Officers undergo a training program mandated by the State and complies with all State requirements for law enforcement personnel with special police powers. Security forces will continue to focus on security issues to a greater degree in light of world events.

Budget Commentary

The Patrol Administration proposed budget for 2025 is \$1,167,201 which is \$93,548 or 8.7% above the prior year's appropriation. There is an increase in the budgeted positions in 2025.

Payroll: Increase of \$87,598 or 11.7% above the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees in addition to one new net position Assistant Conservation Ranger.
- *Longevity Pay* has decreased based on participation.

Operations: Increase of \$3,450 or 1.1% above the prior year's appropriation.

- *Security Services* and *Seminars & Conventions* will be increasing due to the 2025 estimates set by our vendors offset by a reduction of *Clothing Allowance*.

Maintenance: Increase of \$2,500 or 100% above the prior year's appropriation.

- *Office Furniture Equipment* is expected to increase 100% to replace old and broken furniture.

Operating Budget Expenditures

2340010010

COO – Patrol – Administration

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|------------------|------------------|------------------|---------------|--------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | 768,992 | 707,928 | 796,126 | 88,198 | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | 17,000 | 15,000 | 15,000 | - | |
| 501050 | Overtime 200% | 23,000 | 15,000 | 15,000 | - | |
| 501020 | Temporary Pay | 11,000 | - | - | - | |
| 501060 | Standby & Premium Pay | 10,000 | 10,400 | 10,400 | - | |
| 501070 | Longevity Pay | 1,200 | 2,175 | 1,575 | (600) | |
| | Total Payroll | 831,192 | 750,503 | 838,101 | 87,598 | 11.7% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 10,000 | 7,000 | 900 | (6,100) | |
| 511030 | Meals Allowance | 300 | - | - | - | |
| 511100 | Seminars & Conventions | 500 | 500 | 1,500 | 1,000 | |
| 511120 | Meeting Expenses | 500 | 500 | 500 | - | |
| 511210 | Books & Periodicals | 300 | 300 | 300 | - | |
| 511220 | Dues & Memberships | 6,000 | 5,000 | 5,000 | - | |
| 512070 | Consultant Services | 16,000 | 8,000 | 8,000 | - | |
| 512080 | Outside Services | 20,000 | 12,000 | 12,000 | - | |
| 512090 | Security Services | 252,350 | 265,000 | 273,050 | 8,050 | |
| 513010 | Office Supplies | 5,000 | 2,500 | 2,500 | - | |
| 513080 | Communication Equipment & Supp. | 20,000 | 11,000 | 11,000 | - | |
| 513120 | Safety Supplies | 1,000 | - | 500 | 500 | |
| 513130 | Recreation & Field Supplies | 300 | 1,000 | 1,000 | - | |
| 513820 | Tools | 700 | 350 | 350 | - | |
| 521020 | Safety Equipment | 20,000 | 10,000 | 10,000 | - | |
| | Total Operations | 352,950 | 323,150 | 326,600 | 3,450 | 1.1% |
| | <i>Maintenance</i> | | | | | |
| 521050 | Office Furniture Equipment | 500 | - | 2,500 | 2,500 | |
| | Total Maintenance | 500 | - | 2,500 | 2,500 | 100% |
| | Total Expenditure Classification | 1,184,642 | 1,073,653 | 1,167,201 | 93,548 | 8.7% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 1,184,642 | 1,073,653 | 1,167,201 | 93,548 | |
| | Total Funding Allocation | 1,184,642 | 1,073,653 | 1,167,201 | 93,548 | 8.7% |
| | <i>Authorized Positions</i> | | | | | |
| | Assistant Conservation Ranger | - | - | 2 | 2 | |
| | Conservation Ranger | 3 | 3 | 3 | - | |
| | District Patrol Commander | 1 | 1 | 1 | - | |
| | District Patrol Officer | 3 | 2 | 1 | (1) | |
| | Total Authorized Positions | 7 | 6 | 7 | 1 | 16.7% |

COO – Patrol – Recreation

Description

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

Budget Commentary

The Recreation proposed budget for 2025 totals \$223,500 which is \$39,750 or 15.1% below the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Payroll: Increase of \$100,000 or 100% above the prior year's appropriation.

- *Temporary Pay* funds were moved from agency hire account to accommodate employees hired within versus an outside vendor

Operations: Decrease of \$139,750 or 53.1% below the prior year's appropriation.

- *Agency Hire* partial Funds were moved to *Temporary Pay*.

Operating Budget Expenditures

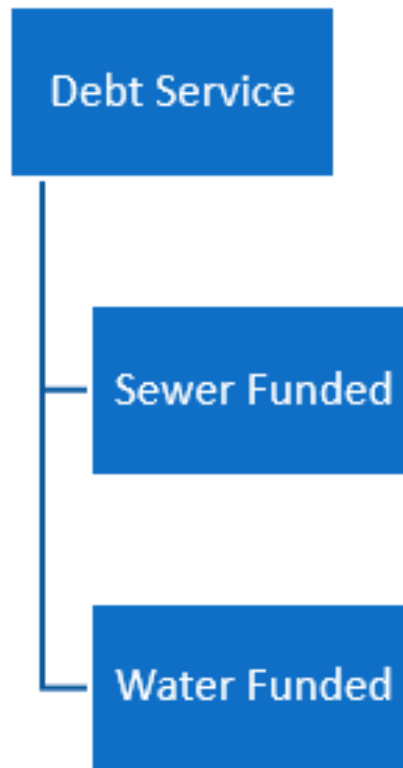
2340010020

COO – Patrol – Recreation

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Payroll</i> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501030 | Overtime 100% | - | - | - | - | |
| 501040 | Overtime 150% | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | 100,000 | 100,000 | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | <i>Total Payroll</i> | - | - | 100,000 | 100,000 | 100.0% |
| | <i>Operations</i> | | | | | |
| 511010 | Clothing Allowance | 2,500 | 750 | 500 | (250) | |
| 512090 | Security Services | 120,000 | 120,000 | 120,000 | - | |
| 512260 | Agency Hire | 140,000 | 140,000 | - | (140,000) | |
| 513080 | Communication Equipment & Supp. | 2,500 | 500 | 500 | - | |
| 513120 | Safety Supplies | 1,500 | 500 | 500 | - | |
| 513130 | Recreation & Field Supplies | 2,500 | 1,500 | 2,000 | 500 | |
| | <i>Total Operations</i> | 269,000 | 263,250 | 123,500 | (139,750) | -53.1% |
| | <i>Total Expenditure Classification</i> | 269,000 | 263,250 | 223,500 | (39,750) | -15.1% |
| | <i>Funding Allocations</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 269,000 | 263,250 | 223,500 | (39,750) | |
| | <i>Total Funding Allocation</i> | 269,000 | 263,250 | 223,500 | (39,750) | -15.1% |

Debt Service

Sewer Funded
Water Funded



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 proposed budget for 2025 is \$87,621,810. This is an increase of \$5,283,324 or 6.4% above the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Increase of \$5,283,324 or 6.4% above the prior year's appropriation.

- *Interest on Bonds* and *Principal on Bonds* are increasing based upon a recent bond sale partially offset by a decrease in *Sewer Interest on Bonds*.
- *Legal Services* is increasing based on anticipated spend.

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|----------------------------------|--|-------------------|-------------------|-------------------|------------------|-------------|
| <i>Operations</i> | | | | | | |
| 512020 | Legal Services | 200,000 | 115,000 | 150,000 | 35,000 | |
| 517120 | Int & Note Issue Expense | 548,556 | 698,620 | 749,284 | 50,664 | |
| 517060 | Water Bond Principal | 24,104,038 | 25,423,236 | 28,389,147 | 2,965,911 | |
| 517090 | Water Interest on Bonds | 13,726,928 | 14,785,408 | 16,696,471 | 1,911,063 | |
| 540020 | Sewer Bond Principal | 20,892,616 | 25,341,886 | 26,085,194 | 743,308 | |
| 540030 | Sewer Interest on Bonds | 14,955,263 | 15,974,336 | 15,551,714 | (422,622) | |
| | <i>Total Expenditure Classification</i> | 74,427,401 | 82,338,486 | 87,621,810 | 5,283,324 | 6.4% |
| <i>Funding Allocation</i> | | | | | | |
| | Sewer Allocation | 36,248,080 | 41,919,835 | 42,129,956 | 210,121 | |
| | Water Allocation | 38,179,321 | 40,418,651 | 45,491,854 | 5,073,203 | |
| | <i>Total Funding Allocation</i> | 74,427,401 | 82,338,486 | 87,621,810 | 5,283,324 | 6.4% |

Operating Budget Expenditures

7000010010

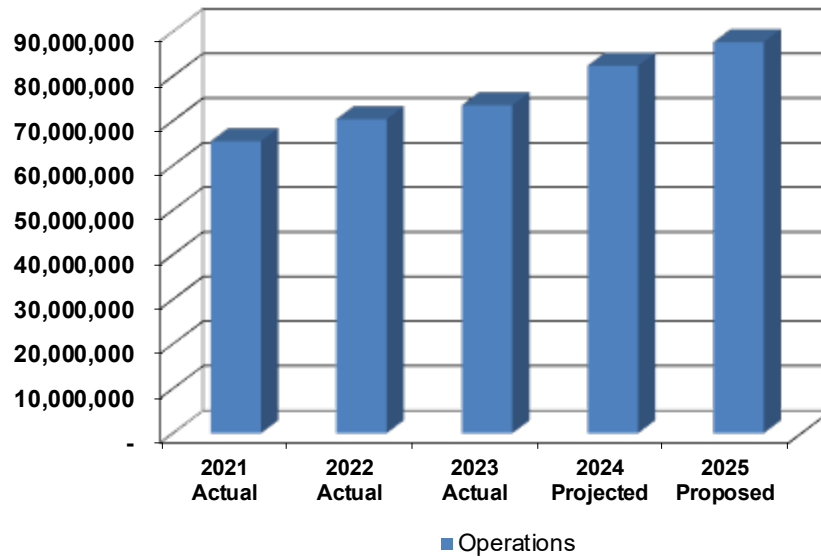
Debt Service – Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--------------------|---|----------------|----------------|----------------|-------------------|
| | <i>Operations</i> | | | | |
| 512020 | Legal Services | 63,717 | 49,313 | 61,008 | 115,000 |
| 517120 | Int & Note Issue Expense | 20,157 | 20,025 | 303,919 | 698,620 |
| 517060 | Water Bond Principal | 20,764,473 | 22,612,076 | 23,660,648 | 25,423,236 |
| 517090 | Water Interest on Bonds | 11,389,218 | 12,959,457 | 13,641,400 | 14,785,408 |
| 540020 | Sewer Bond Principal | 21,544,065 | 20,829,650 | 20,892,616 | 25,341,886 |
| 540030 | Sewer Interest on Bonds | 11,631,236 | 13,892,079 | 14,955,263 | 15,974,336 |
| | <i>Total Expenditure Classification</i> | 65,412,866 | 70,362,600 | 73,514,854 | 82,338,486 |
| | <i>Funding Allocation</i> | | | | |
| | Sewer Allocation | 33,229,721 | 34,772,147 | 35,917,600 | 41,919,835 |
| | Water Allocation | 32,183,145 | 35,590,453 | 37,597,255 | 40,418,651 |
| | <i>Total Funding Allocation</i> | 65,412,866 | 70,362,600 | 73,514,854 | 82,338,486 |

Operating Budget Expenditures

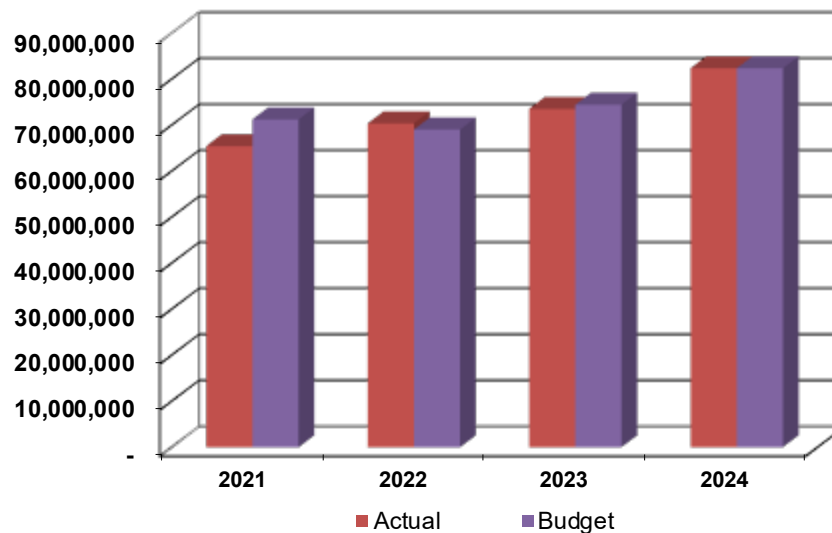
Debt Service – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|------------|----------------|----------------|----------------|-------------------|------------------|
| Operations | 65,412,866 | 70,362,600 | 73,514,854 | 82,338,486 | 87,621,810 |
| Total | 65,412,866 | 70,362,600 | 73,514,854 | 82,338,486 | 87,621,810 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|------------|-------------|------------|------------|
| Budget | 71,204,300 | 69,016,800 | 74,427,401 | 82,338,486 |
| Actual | 65,412,866 | 70,362,600 | 73,514,854 | 82,338,486 |
| Variance | 5,791,434 | (1,345,800) | 912,547 | - |

Operating Budget Expenditures

7000010010

Debt Service - Sewer

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|---|-----------------|-----------------|------------------|--------------|-------------|
| | <i>Operations</i> | | | | | |
| 512020 | Legal Services | 100,000 | 75,000 | 75,000 | - | |
| 512080 | Outside Services | - | - | - | - | |
| 540020 | Principal Bonds | 20,892,616 | 25,341,886 | 26,085,194 | 743,308 | |
| 540030 | Interest On Bonds | 14,955,263 | 15,974,336 | 15,551,714 | (422,622) | |
| 517120 | Int & Note Issue Expense | 300,201 | 528,613 | 418,048 | (110,565) | |
| | <i>Total Expenditure Classification</i> | 36,248,080 | 41,919,835 | 42,129,956 | 210,121 | 0.5% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 100% | 36,248,080 | 41,919,835 | 42,129,956 | 210,121 | |
| | Water Allocation 0% | - | - | - | - | |
| | <i>Total Funding Allocation</i> | 36,248,080 | 41,919,835 | 42,129,956 | 210,121 | 0.5% |

Operating Budget Expenditures

7000010010

Debt Service - Water

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|-------------------|-------------------|-------------------|------------------|--------------|
| | <i>Operations</i> | | | | | |
| 512020 | Legal Services | 100,000 | 40,000 | 75,000 | 35,000 | |
| 517060 | Principal Bonds | 24,104,038 | 25,423,236 | 28,389,147 | 2,965,911 | |
| 517090 | Interest On Bonds | 13,726,928 | 14,785,408 | 16,696,471 | 1,911,063 | |
| 517120 | Int & Note Issue Expense | 248,355 | 170,007 | 331,236 | 161,229 | |
| | <i>Total Expenditure Classification</i> | 38,179,321 | 40,418,651 | 45,491,854 | 5,073,203 | 12.6% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 38,179,321 | 40,418,651 | 45,491,854 | 5,073,203 | |
| | <i>Total Funding Allocation</i> | 38,179,321 | 40,418,651 | 45,491,854 | 5,073,203 | 12.6% |

Employee Benefits

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 2025 Employee Benefits budget totals \$29,430,327, increasing by \$3,613,363 or 14.0% above the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Increase of \$3,613,363 or 14.0% above the prior year's appropriation.

- The *Medical Services* has increased based on an adjusted contribution to the Internal Service fund for active employees only and a reduction in *Medicare* and *Social Security*.
- *Pension, OPEB Contribution, Social Security, and Unemployment Compensation* have increased based on the actuarial and consultant reports and increased fees.

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|---|--------------------------------|-------------------|-------------------|-------------------|------------------|--------------|
| <i>Operations</i> | | | | | | |
| 503010 | Medical Services | 7,264,235 | 6,112,000 | 9,579,454 | 3,467,454 | |
| 503050 | Medicare | 696,787 | 724,334 | 661,754 | (62,580) | |
| 503060 | OPEB Trust Contribution | 7,148,406 | 7,631,465 | 7,929,257 | 297,792 | |
| 503100 | Pension Regular | 7,872,627 | 8,108,120 | 8,274,127 | 166,007 | |
| 503110 | Social Security | 2,863,434 | 2,996,045 | 2,739,160 | (256,885) | |
| 503120 | Unemployment Compensation | 30,000 | 45,000 | 46,575 | 1,575 | |
| 503180 | Retirement Payout Contribution | 190,000 | - | - | - | |
| 512070 | Consultant Services | - | 200,000 | 200,000 | - | |
| Total Expenditure Classification | | 26,065,489 | 25,816,964 | 29,430,327 | 3,613,363 | 14.0% |
| <i>Funding Allocation</i> | | | | | | |
| Sewer Allocation 45% | | 11,729,500 | 11,617,633 | 13,243,647 | 1,626,013 | |
| Water Allocation 55% | | 14,335,989 | 14,199,331 | 16,186,680 | 1,987,350 | |
| Total Funding Allocation | | 26,065,489 | 25,816,964 | 29,430,327 | 3,613,363 | 14.0% |

Operating Budget Expenditures

7100010010

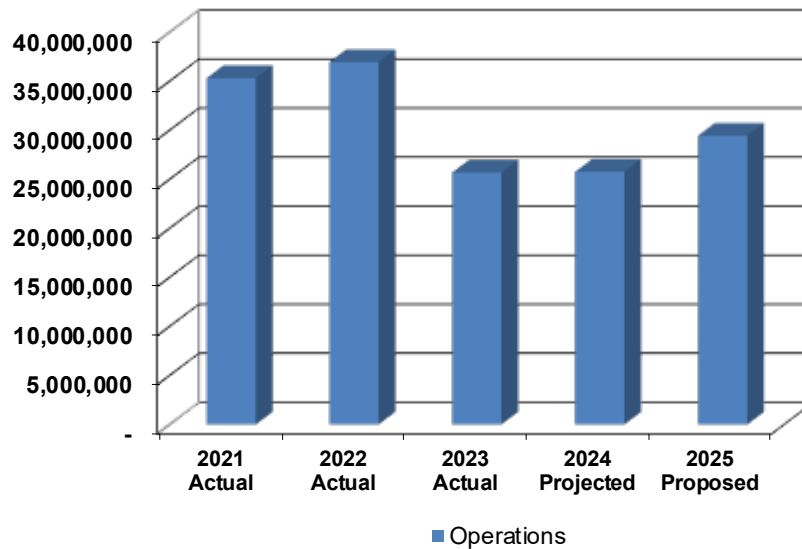
Employee Benefits – Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--------------------|---|-------------------|-------------------|-------------------|-------------------|
| | <u>Operations</u> | | | | |
| 503010 | Medical Services | 15,281,000 | 14,574,440 | 7,264,235 | 6,112,000 |
| 503050 | Medicare | 588,648 | 596,208 | 630,177 | 724,334 |
| 503060 | OPEB Trust Contribution | 8,971,800 | 9,266,005 | 7,148,406 | 7,631,465 |
| 503100 | Pension Regular | 7,841,600 | 7,917,064 | 7,872,627 | 8,108,120 |
| 503110 | Social Security | 2,429,110 | 2,448,773 | 2,577,318 | 2,996,045 |
| 503120 | Unemployment Compensation | 20,273 | 18,064 | 37,996 | 25,598 |
| 503180 | Retirement Payout Contribution | 164,589 | 1,925,228 | - | - |
| 512070 | Consultant Services | - | 183,713 | 152,105 | 156,609 |
| | Total Expenditure Classification | 35,297,020 | 36,929,495 | 25,682,864 | 25,754,171 |
| | <u>Funding Allocation</u> | | | | |
| | Sewer Allocation 45% | 15,883,700 | 16,618,300 | 11,557,300 | 11,589,377 |
| | Water Allocation 55% | 19,413,320 | 20,311,195 | 14,125,564 | 14,164,794 |

Operating Budget Expenditures

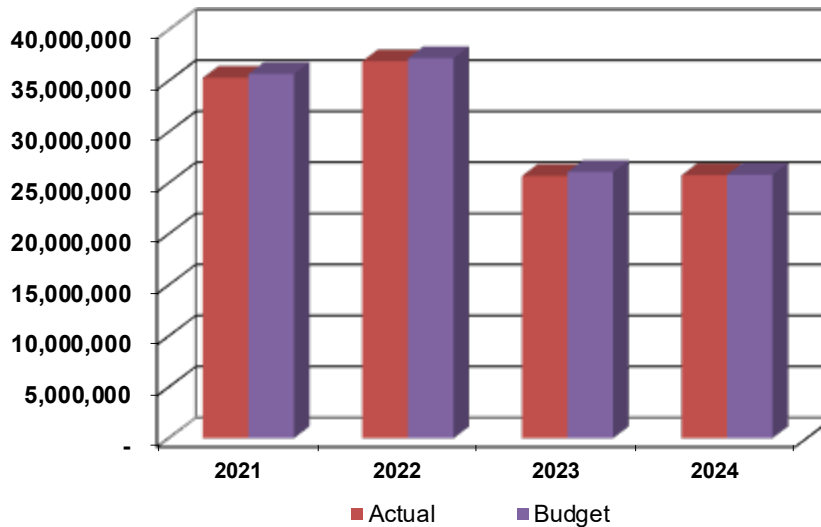
Employee Benefits – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Operations | 35,297,020 | 36,929,495 | 25,682,864 | 25,754,171 | 29,430,327 |
| Total | 35,297,020 | 36,929,495 | 25,682,864 | 25,754,171 | 29,430,327 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|------------|------------|------------|------------|
| Budget | 35,676,700 | 37,216,674 | 26,065,489 | 25,816,964 |
| Actual | 35,297,020 | 36,929,495 | 25,682,864 | 25,754,171 |
| Variance | 379,680 | 287,179 | 382,625 | 62,793 |

General Insurance

General Insurance – Budget Summary

Description

The General Insurance account encompasses the costs of insurance policies that provide coverage for the District structures and contents (excluding dams). Coverage includes protection against fire, earthquake, flood, vandalism and damage to specialized equipment. In addition, this account provides for coverage to insure District vehicles for fire, theft and vandalism while garaged.

The Liability-Compensation insurance program provides funding for claims by the public for bodily injury or property damage resulting from District operations and for injury/illness claims by District employees. In addition, this account supports the cost of specialty insurance coverage for commissioners and employees, machinery and performance indemnification, and the cost of service fees from insurance brokers, consultants, and providers of technical/specialized support.

The Self-Insurance program was initiated in 1987, at which time the District began self-insuring workers' compensation claims. Starting in 1988, the program was expanded to include the property and liability areas. This account provides a contribution to the District Self-Insurance Fund for payments of claims anticipated during the coming year that fall within self-insured retention levels.

Budget Commentary

The General Insurance budget for 2025 totals \$2,365,193, which is \$81,043 or 3.3% below the prior year's appropriation insurance policies including deductibles and self-insurance funding requirements.

Operations: Decrease of \$81,043 or 3.3% below 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 and Pollution Liability*.

Operating Budget Expenditures

7200010010

General Insurance – Budget Summary

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|---|------------------|------------------|------------------|-----------------|--------------|
| | <u>Operations</u> | | | | | |
| 512080 | Outside Services | 119,000 | 119,000 | 119,000 | - | |
| 519320 | General Insurance | 245,343 | 271,714 | 297,427 | 25,713 | |
| 519330 | General Property | 569,713 | 651,000 | 693,394 | 42,394 | |
| 519340 | Theft Liability | 5,104 | 5,388 | 5,492 | 104 | |
| 519350 | Police Liability Insurance | 16,189 | 10,150 | 10,150 | - | |
| 519360 | Fiduciary Liability | 18,971 | 20,005 | 20,963 | 958 | |
| 519370 | Auto Liability | 127,000 | 131,105 | 153,765 | 22,660 | |
| 519380 | Public Liability | 154,522 | 146,967 | 80,750 | (66,217) | |
| 519390 | Liability-Claims | - | - | - | - | |
| 519400 | Fidelity Bond | 18,029 | - | - | - | |
| 519410 | Umbrella Liability | 524,922 | 565,749 | 621,430 | 55,681 | |
| 519420 | Commissioner Accident Insurance | 949 | - | - | - | |
| 519430 | Workers Compensation Excess Coverage | 120,123 | 126,524 | 129,915 | 3,391 | |
| 519440 | Employee Practices Liability | - | - | - | - | |
| 519450 | Pollution Liability Insurance | 124,428 | 189,103 | - | (189,103) | |
| 519470 | Cyber Insurance | 17,257 | 16,683 | 16,683 | - | |
| 519480 | Flood Insurance | 168,187 | 192,848 | 216,224 | 23,376 | |
| | Total Expenditure Classification | 2,229,737 | 2,446,236 | 2,365,193 | (81,043) | -3.3% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 40% | 891,900 | 978,494 | 946,077 | (32,417) | |
| | Water Allocation 60% | 1,337,837 | 1,467,742 | 1,419,116 | (48,626) | |
| | Total Funding Allocation | 2,229,737 | 2,446,236 | 2,365,193 | (81,043) | -3.3% |

Operating Budget Expenditures

7200010010

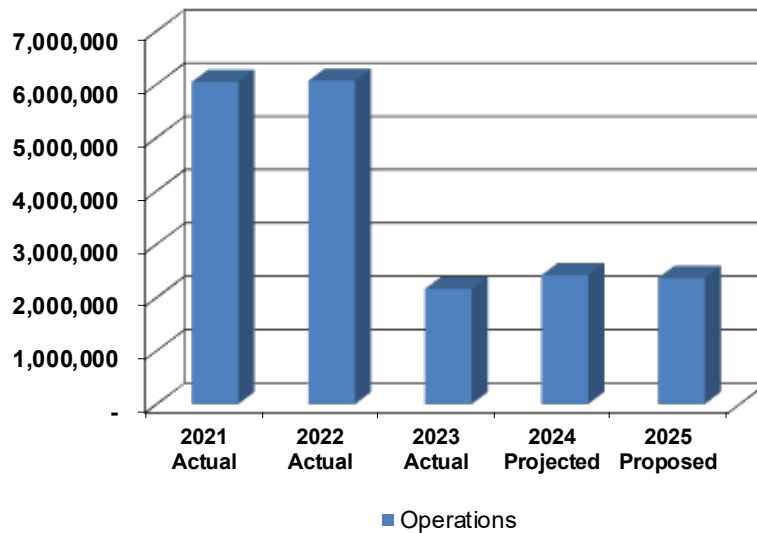
General Insurance – Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--------------------|---|------------------|------------------|------------------|-------------------|
| | <u>Operations</u> | | | | |
| 512080 | Outside Services | 57,926 | 91,213 | 105,235 | 110,000 |
| 519320 | General Insurance | 6,424 | - | - | 123,045 |
| 519330 | General Property | 392,060 | 677,192 | 847,363 | 922,714 |
| 519340 | Theft Liability | 4,083 | 4,851 | 5,175 | 5,388 |
| 519350 | Police Liability Insurance | 10,348 | 14,681 | 10,150 | 10,150 |
| 519360 | Fiduciary Liability | 16,615 | 18,295 | 21,730 | 24,291 |
| 519370 | Auto Liability | 162,327 | 206,417 | 128,026 | 126,005 |
| 519380 | Public Liability | 417,073 | 134,378 | 141,044 | 148,446 |
| 519390 | Liability-Claims | 4,052,712 | 4,001,434 | - | - |
| 519400 | Fidelity Bond | 5,017 | 4,777 | 2,477 | 3,903 |
| 519410 | Umbrella Liability | 587,633 | 622,205 | 525,719 | 565,748 |
| 519420 | Commissioner Accident Insurance | - | - | - | - |
| 519430 | Workers Compensation Excess Coverage | 89,624 | 30,031 | 121,723 | 126,524 |
| 519440 | Employee Practices Liability | - | - | - | - |
| 519450 | Pollution Liability Insurance | 158,917 | 89,948 | 57,703 | 60,396 |
| 519470 | Cyber Insurance | 20,624 | 27,031 | 19,055 | 16,683 |
| 519480 | Flood Insurance | 60,930 | 140,194 | 171,999 | 172,182 |
| | Total Expenditure Classification | 6,042,313 | 6,062,647 | 2,157,399 | 2,415,475 |
| | <u>Funding Allocation</u> | | | | |
| | Sewer Allocation 40% | 2,416,900 | 2,425,100 | 863,000 | 966,190 |
| | Water Allocation 60% | 3,625,413 | 3,637,547 | 1,294,399 | 1,449,285 |
| | Total Funding Allocation | 6,042,313 | 6,062,647 | 2,157,399 | 2,415,475 |

Operating Budget Expenditures

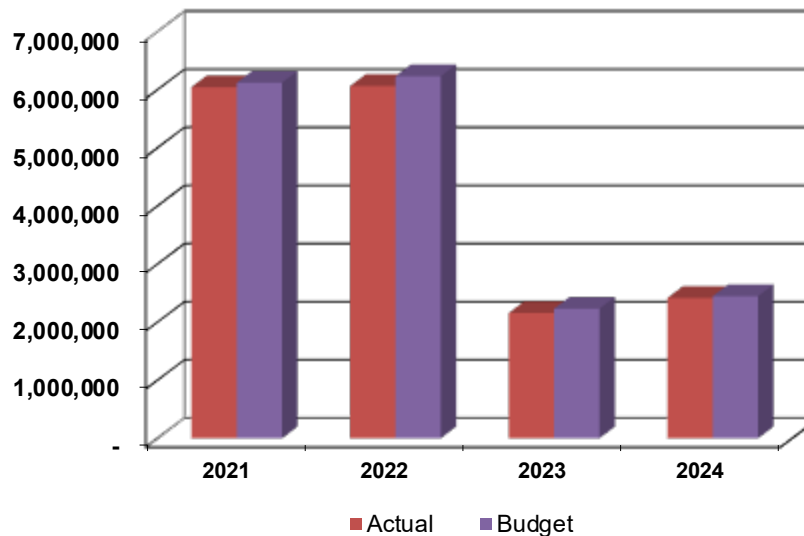
General Insurance – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Operations | 6,042,313 | 6,062,647 | 2,157,399 | 2,415,475 | 2,365,193 |
| <i>Total</i> | 6,042,313 | 6,062,647 | 2,157,399 | 2,415,475 | 2,365,193 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|-----------|-----------|-----------|-----------|
| Budget | 6,119,700 | 6,230,238 | 2,229,737 | 2,446,236 |
| Actual | 6,042,313 | 6,062,647 | 2,157,399 | 2,415,475 |
| <i>Variance</i> | 77,387 | 167,591 | 72,338 | 30,761 |

Taxes & Fees

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 2025 remains unchanged at \$3,810,500. There are no budgeted positions in 2025, unchanged from the prior year.

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

- The budget is unchanged for 2025.

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|--|------------------|------------------|------------------|--------------|-------------|
| | <i>Operations</i> | | | | | |
| 512320 | Property Appraisal | 10,500 | 10,500 | 10,500 | - | |
| 519510 | Property Taxes | 3,800,000 | 3,800,000 | 3,800,000 | - | |
| | <i>Total Expenditure Classification</i> | 3,810,500 | 3,810,500 | 3,810,500 | - | 0.0% |
| | <i>Funding Allocation</i> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 3,810,500 | 3,810,500 | 3,810,500 | - | |
| | <i>Total Funding Allocation</i> | 3,810,500 | 3,810,500 | 3,810,500 | - | 0.0% |

Operating Budget Expenditures

7300010010

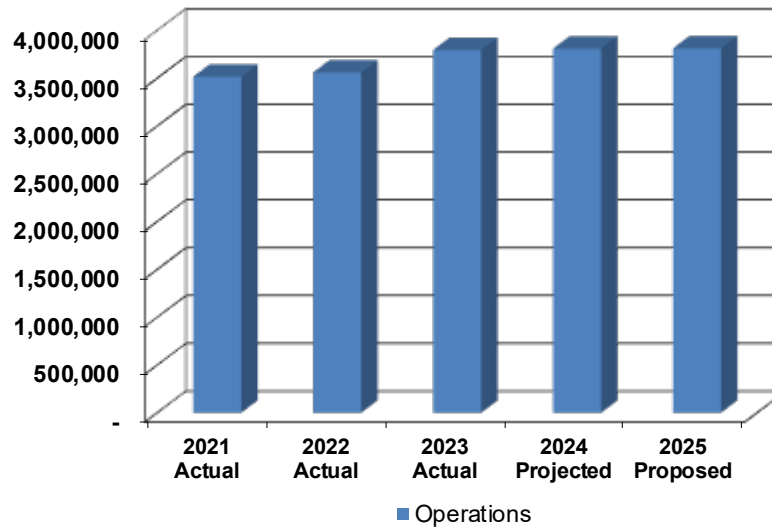
Taxes & Fees – Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|--------------------|---|----------------|----------------|----------------|-------------------|
| | <i><u>Operations</u></i> | | | | |
| 512320 | Property Appraisal | - | - | - | 9,500 |
| 519510 | Property Taxes | 3,514,420 | 3,559,452 | 3,792,780 | 3,800,000 |
| | <i>Total Expenditure Classification</i> | 3,514,420 | 3,559,452 | 3,792,780 | 3,809,500 |
| | <i><u>Funding Allocation</u></i> | | | | |
| | Sewer Allocation 0% | - | - | - | - |
| | Water Allocation 100% | 3,514,420 | 3,559,452 | 3,792,780 | 3,809,500 |
| | <i>Total Funding Allocation</i> | 3,514,420 | 3,559,452 | 3,792,780 | 3,809,500 |

Operating Budget Expenditures

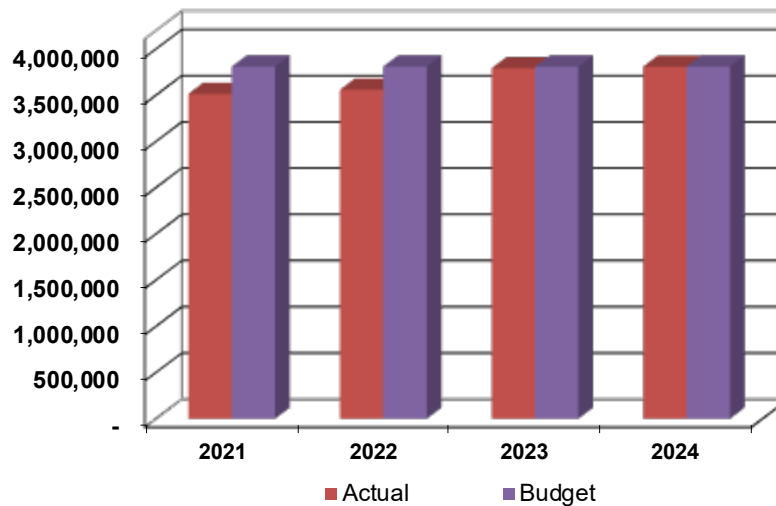
Taxes & Fees – Expenditure History

Expenditures by Category



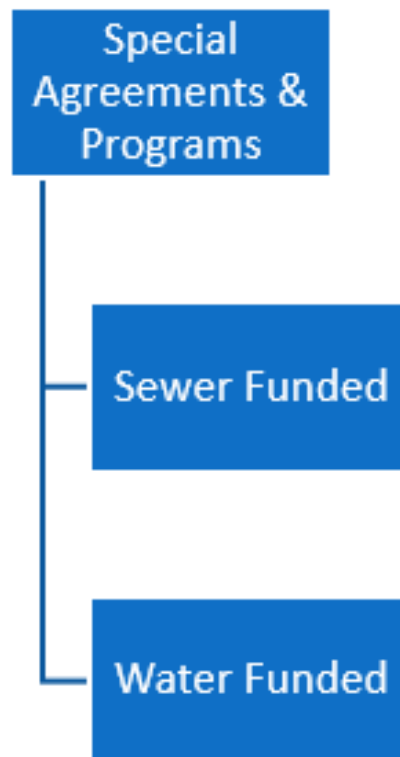
| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Operations | 3,514,420 | 3,559,452 | 3,792,780 | 3,809,500 | 3,810,500 |
| <i>Total</i> | 3,514,420 | 3,559,452 | 3,792,780 | 3,809,500 | 3,810,500 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|-----------|-----------|-----------|-----------|
| Budget | 3,810,500 | 3,810,500 | 3,810,500 | 3,810,500 |
| Actual | 3,514,420 | 3,559,452 | 3,792,780 | 3,809,500 |
| <i>Variance</i> | 296,080 | 251,048 | 17,720 | 1,000 |

Special Agreements & Programs



Operating Budget Expenditures

Special Agreements & Programs – Budget Summary

Description

The Special Agreements and Programs budget reflects the costs of special agreements, specific consultant engagements, and other activities not allocated to departmental budgets. The proposed budget for 2025 totals \$4,940,866, decreasing by \$87,654 or 1.7% below the expenditure level propose for 2024.

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 2025, unchanged from the prior year.

Operating Budget Expenditures

Special Agreements & Programs – Budget Summary

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <i><u>Summary by Activity</u></i> | | | | | |
| Sewer | 1,816,364 | 2,050,517 | 1,985,866 | (64,651) | |
| Water | 3,200,021 | 2,978,003 | 2,955,000 | (23,003) | |
| <i>Total Summary by Activity</i> | 5,016,385 | 5,028,520 | 4,940,866 | (87,654) | -1.7% |
| <i><u>Funding Allocation</u></i> | | | | | |
| Sewer Allocation | 1,816,364 | 2,050,517 | 1,985,866 | (64,651) | |
| Water Allocation | 3,200,021 | 2,978,003 | 2,955,000 | (23,003) | |
| <i>Total Funding Allocation</i> | 5,016,385 | 5,028,520 | 4,940,866 | (87,654) | -1.7% |

Operating Budget Expenditures

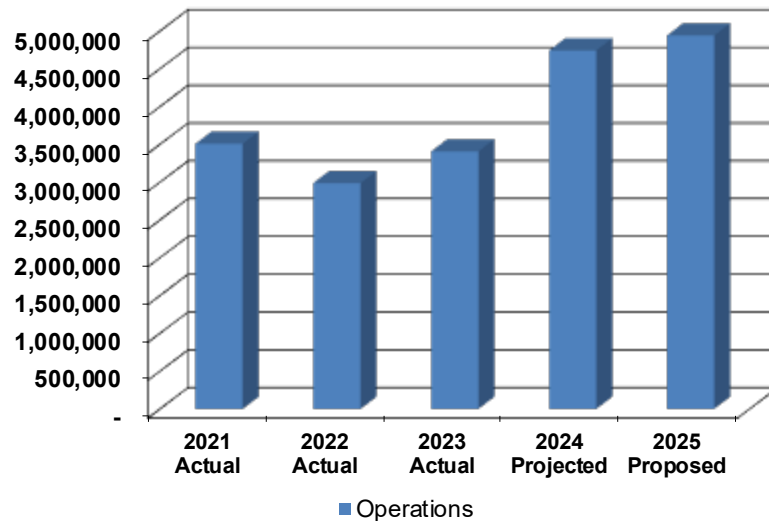
Special Agreements & Programs – Budget Summary

| Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected |
|---|------------------|------------------|------------------|-------------------|
| <i>Summary by Activity</i> | | | | |
| Sewer | 1,301,848 | 1,151,921 | 1,395,654 | 1,980,830 |
| Water | 2,205,860 | 1,835,088 | 2,011,441 | 2,761,614 |
| <i>Total Summary by Activity</i> | 3,507,708 | 2,987,009 | 3,407,096 | 4,742,444 |
| <i>Funding Allocation</i> | | | | |
| Sewer Allocation | 1,301,848 | 1,151,921 | 1,395,654 | 1,980,830 |
| Water Allocation | 2,205,860 | 1,835,088 | 2,011,441 | 2,761,614 |
| <i>Total Funding Allocation</i> | 3,507,708 | 2,987,009 | 3,407,096 | 4,742,444 |

Operating Budget Expenditures

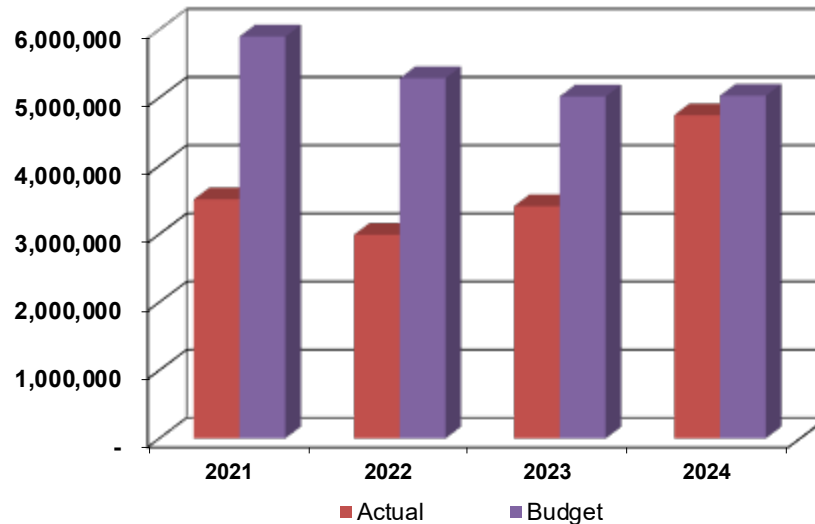
Special Agreements & Programs – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|------------|----------------|----------------|----------------|-------------------|------------------|
| Operations | 3,507,708 | 2,987,009 | 3,407,096 | 4,742,444 | 4,940,866 |
| Total | 3,507,708 | 2,987,009 | 3,407,096 | 4,742,444 | 4,940,866 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 5,895,700 | 5,283,600 | 5,016,385 | 5,028,520 |
| Actual | 3,507,708 | 2,987,009 | 3,407,096 | 4,742,444 |
| Variance | 2,387,992 | 2,296,591 | 1,609,289 | 286,076 |

Special Agreements & Programs - Sewer

Budget Commentary

The Special Agreements and Programs budget totals \$1,985,866 for 2025, a decrease of \$64,651 or 3.2% below the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Decrease of \$64,651 or 3.2% below the prior year's appropriation.

- *Mattabassett District, New Britain, Septic Reimbursement, Legal Services and Berlin* are increasing based on projections for 2025 offset by decrease in *Consultant Services, Outside Services* and *Meter Services* based on historical trends.

Operating Budget Expenditures

7400010010

Special Agreements & Programs - Sewer

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|---|------------------|------------------|------------------|-----------------|--------------|
| | <u>Operations</u> | | | | | |
| 512020 | Legal Services | 20,000 | 20,000 | 25,000 | 5,000 | |
| 512070 | Consultant Services | 200,000 | 200,000 | 100,000 | (100,000) | |
| 512080 | Outside Services | 75,000 | 75,000 | 50,000 | (25,000) | |
| 512860 | Septic Reimbursement | 90,000 | 90,000 | 100,000 | 10,000 | |
| 512880 | Mattabassett District | 770,700 | 793,821 | 809,993 | 16,172 | |
| 512900 | New Britain | 342,000 | 352,260 | 369,873 | 17,613 | |
| 512940 | Berlin | 260,164 | 460,938 | 531,000 | 70,062 | |
| 514040 | Meter Services | 58,500 | 58,498 | - | (58,498) | |
| | Total Expenditure Classification | 1,816,364 | 2,050,517 | 1,985,866 | (64,651) | -3.2% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 0% | 1,816,364 | 2,050,517 | 1,985,866 | (64,651) | |
| | Water Allocation 0% | - | - | - | - | |
| | Total Funding Allocation | 1,816,364 | 2,050,517 | 1,985,866 | (64,651) | -3.2% |

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

The Special Agreements and Programs budget totals \$2,955,000 for 2025, a decrease of \$23,003 or 0.8% below the prior year's appropriation. There are no budgeted positions in 2025, unchanged from the prior year.

Operations: Decrease of \$23,003 or 0.8% below the prior year's appropriation.

- *Outside Services & Consultant Services* are expected to decrease based on historical trends offset by an increase in *Operational Fuel, Collection Services* and *Meter Services*.

Operating Budget Expenditures

7400010010

Special Agreements & Programs - Water

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------|---|------------------|------------------|------------------|-----------------|--------------|
| | <u>Operations</u> | | | | | |
| 512910 | West Branch Reservoir Maintenance | 800,000 | 800,000 | 800,000 | - | |
| 512820 | Lock Box Fee | 120,000 | 120,000 | 120,000 | - | |
| 514040 | Meter Services | 129,537 | 8,003 | 10,000 | 1,997 | |
| 511220 | Dues & Memberships | 100,000 | - | - | - | |
| 512080 | Outside Services | 75,000 | 75,000 | 50,000 | (25,000) | |
| 512020 | Legal Services | 75,000 | 75,000 | 75,000 | - | |
| 512920 | Collection Services | 300,484 | 300,000 | 400,000 | 100,000 | |
| 512930 | Lobbyist-(Fed/State) | 150,000 | 150,000 | 150,000 | - | |
| 512070 | Consultant Services | 200,000 | 200,000 | 50,000 | (150,000) | |
| 512870 | Operational Fuel | 50,000 | 50,000 | 100,000 | 50,000 | |
| 512370 | Riverfront Recapture | 1,200,000 | 1,200,000 | 1,200,000 | - | |
| | Total Expenditure Classification | 3,200,021 | 2,978,003 | 2,955,000 | (23,003) | -0.8% |
| | <u>Funding Allocation</u> | | | | | |
| | Sewer Allocation 0% | - | - | - | - | |
| | Water Allocation 100% | 3,200,021 | 2,978,003 | 2,955,000 | (23,003) | |
| | Total Funding Allocation | 3,200,021 | 2,978,003 | 2,955,000 | (23,003) | -0.8% |

Contingencies

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 2025. There are no budgeted positions in 2025, unchanged from the prior year.

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|---------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| 549000 | Contingency | 1,980,000 | 1,980,000 | 1,980,000 | - | 0.0% |
| <i>Funding Allocation--(Composite)</i> | | | | | | |
| | Sewer Allocation 100% | 1,980,000 | 1,980,000 | 1,980,000 | - | |
| | Water Allocation 0% | - | - | - | - | |
| | <i>Total Funding Allocation</i> | 1,980,000 | 1,980,000 | 1,980,000 | - | 0.0% |

Operating Budget Expenditures

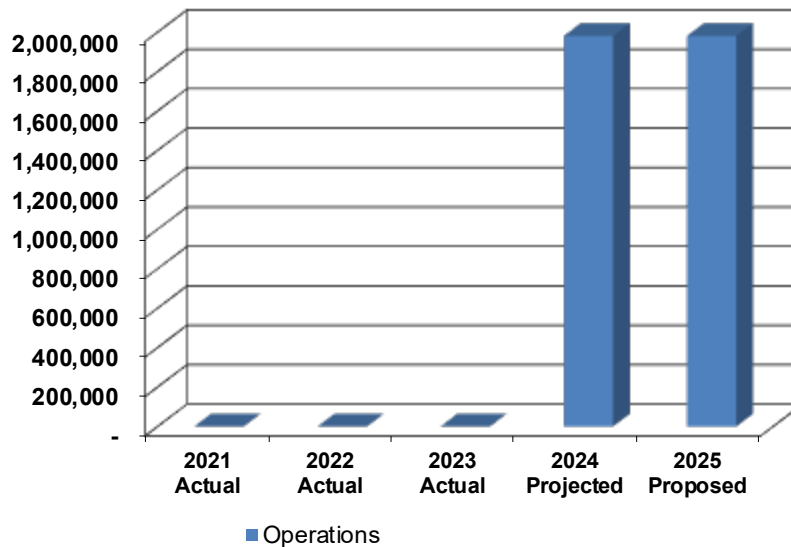
8000010010

Contingencies – Budget Summary

| Commitment Item | Expenditure Classification | 2021 Actual | 2022 Actual | 2023 Actual | 2024 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 |

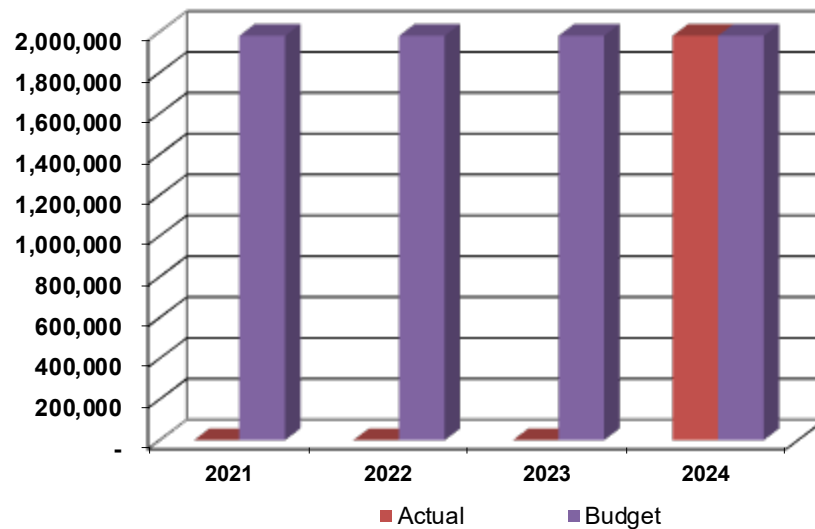
Contingencies – Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|--------------|----------------|----------------|----------------|-------------------|------------------|
| Operations | - | - | - | 1,980,000 | 1,980,000 |
| <i>Total</i> | - | - | - | 1,980,000 | 1,980,000 |

Expenditures versus Budget

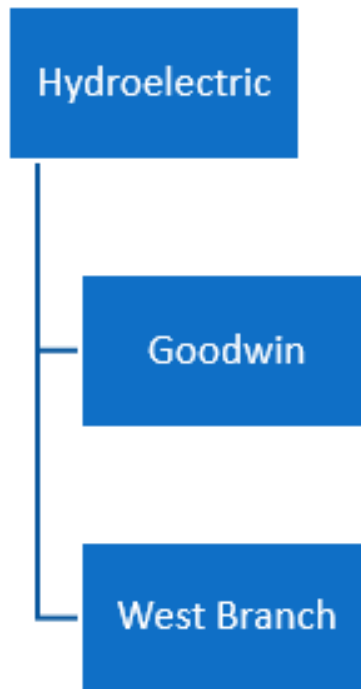


| B/(W) | 2021 | 2022 | 2023 | 2024 |
|----------|-----------|-----------|-----------|-----------|
| Budget | 1,980,000 | 1,980,000 | 1,980,000 | 1,980,000 |
| Actual | - | - | - | 1,980,000 |
| Variance | 1,980,000 | 1,980,000 | 1,980,000 | - |

Hydroelectric Budget

Hydroelectric

Goodwin
West Branch



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 2025 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 \$1,730,747, decreased by \$282,953 or 14.1% from the prior year's appropriation. The decrease is due to anticipated lower *Miscellaneous Nonrecurring Revenue, Designated from Surplus and Power Sales* in 2025.

| Description | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--------------------------------------|-----------------|-----------------|------------------|--------------|-------------|
| <u>HYDROELECTRIC REVENUES</u> | | | | | |
| Power Sales | \$868,500 | \$699,190 | \$492,788 | (\$206,402) | |
| Miscellaneous Nonrecurring Revenue | 105,350 | 84,530 | 59,412 | (25,118) | |
| Designated from Surplus | 1,500,000 | 1,229,980 | 1,178,547 | (51,433) | |
| Total Hydroelectric Revenues | \$2,473,850 | \$2,013,700 | \$1,730,747 | (\$282,953) | -14.1% |

Expenditure Highlights

The 2025 Hydroelectric budget totals \$1,730,747, decreased by \$282,953 or 14.1% from prior year's appropriation.

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|--|-----------------|-----------------|------------------|--------------|-------------|
| <u>Summary by Activity</u> | | | | | |
| Goodwin | \$2,358,750 | \$1,896,600 | \$1,611,647 | (\$284,953) | |
| Development | - | - | - | - | |
| West Branch | 115,100 | 117,100 | 119,100 | 2,000 | |
| Total Summary by Activity | 2,473,850 | 2,013,700 | 1,730,747 | (282,953) | -14.1% |
| <u>Summary by Major Account</u> | | | | | |
| Payroll | - | - | - | - | |
| Operations | 284,700 | 331,700 | 423,700 | 92,000 | |
| Maintenance | 127,500 | 128,000 | 128,500 | 500 | |
| Capital Outlay | - | - | - | - | |
| Contingencies | 561,650 | - | - | - | |
| Contributions to General Fund | 1,500,000 | 1,554,000 | 1,178,547 | (375,453) | |
| Total Summary by Major Account | \$2,473,850 | \$2,013,700 | \$1,730,747 | (\$282,953) | -14.1% |

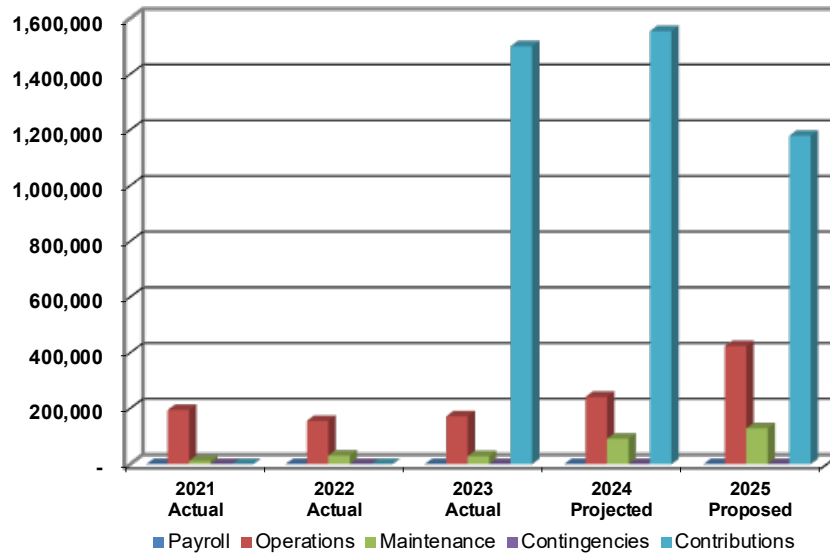
Details regarding Hydroelectric operations appear on the pages that follow.

There are no authorized positions proposed for 2025.

Hydroelectric Budget

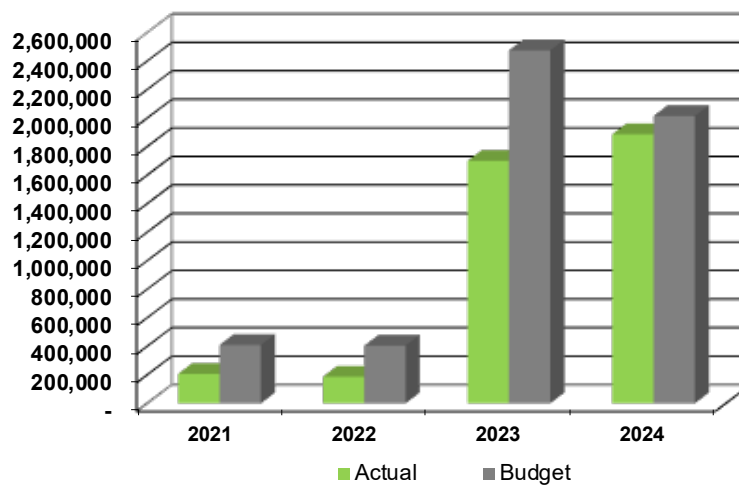
Expenditure History

Expenditures by Category



| | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Projected | 2025 Proposed |
|---------------|----------------|----------------|------------------|------------------|------------------|
| Payroll | - | - | - | - | - |
| Operations | 194,655 | 155,215 | 171,548 | 241,300 | 423,700 |
| Maintenance | 11,602 | 30,655 | 28,446 | 91,116 | 128,500 |
| Contingencies | - | - | - | - | - |
| Contributions | - | - | 1,500,000 | 1,554,000 | 1,178,547 |
| Total | 206,257 | 185,870 | 1,699,994 | 1,886,416 | 1,730,747 |

Expenditures versus Budget



| B/(W) | 2021 | 2022 | 2023 | 2024 |
|-----------------|----------------|----------------|----------------|----------------|
| Budget | 409,100 | 403,700 | 2,473,850 | 2,013,700 |
| Actual | 206,257 | 185,870 | 1,699,994 | 1,886,416 |
| Variance | 202,843 | 217,830 | 773,856 | 127,284 |

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 2025 is \$1,611,647 which is \$284,953 or 19.6% below the prior year's appropriation for hydroelectric power operations.

Operations: Increase of \$90,000 or 36.5% above the prior year's appropriation.

- Anticipated increase in expenditures for *Consultant Services* and *Electricity* due to increase in service costs and expected 2025 commodity prices.

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

- There is an anticipated increase in *Office Furniture Equipment* for 2025.

Contributions to General Fund: Decrease of \$375,453 or 31.9% below the prior year's appropriation.

- There will be a reduction in contributions for sewer operations in 2025.

Hydroelectric Budget

8500010010

Goodwin

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change | % Change |
|-----------------|---|-----------------|-----------------|------------------|--------------|-------------|
| | <u>Payroll</u> | | | | | |
| 501010 | Regular Pay | - | - | - | - | |
| 501050 | Overtime 200% | - | - | - | - | |
| 501020 | Temporary Pay | - | - | - | - | |
| 501060 | Standby & Premium Pay | - | - | - | - | |
| 501070 | Longevity Pay | - | - | - | - | |
| | Total Payroll | - | - | - | - | |
| | <u>Operations</u> | | | | | |
| 512070 | Consultant Services | 20,000 | 40,000 | 120,000 | 80,000 | |
| 512080 | Outside Services | 130,000 | 150,000 | 150,000 | - | |
| 513010 | Office Supplies | 1,500 | 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 | - | |
| 513740 | Oil & Lubricants | 5,000 | 5,000 | 5,000 | - | |
| 513820 | Tools | 3,500 | 3,500 | 3,500 | - | |
| 514010 | Electricity | 10,000 | 15,000 | 25,000 | 10,000 | |
| 519100 | Printing | 3,000 | 3,000 | 3,000 | - | |
| | Total Operations | 201,600 | 246,600 | 336,600 | 90,000 | 36.5% |
| | <u>Maintenance</u> | | | | | |
| 521050 | Office Furniture Equipment | 500 | 1,000 | 1,500 | 500 | |
| 521120 | Hydro Equipment | 85,000 | 85,000 | 85,000 | - | |
| 522010 | Facilities R&M | 10,000 | 10,000 | 10,000 | - | |
| | Total Maintenance | 95,500 | 96,000 | 96,500 | 500 | 0.5% |
| | <u>Contingencies</u> | | | | | |
| 549000 | Contingency | 561,650 | - | - | - | |
| | <u>Contributions</u> | | | | | |
| 540070 | Contribution to General Fund | 1,500,000 | 1,554,000 | 1,178,547 | (375,453) | -24.2% |
| | Total Expenditure Classification | \$2,358,750 | 1,896,600 | 1,611,647 | (284,953) | -15.0% |

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 2025 is \$119,100, 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.

- Anticipated higher *Electricity* due to increase in 2025 commodity prices.

Maintenance: Remains unchanged at \$0 or 0.0%

Hydroelectric Budget

8500010020

West Branch

| Commitment Item | Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 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> | - | - | - | - | |
| | <u>Operations</u> | | | | | |
| 512070 | Consultant Services | 40,000 | 40,000 | 40,000 | - | |
| 512080 | Outside Services | 18,000 | 20,000 | 20,000 | - | |
| 512310 | Permits | 5,000 | 5,000 | 5,000 | - | |
| 513690 | Materials From Stock | 100 | 100 | 100 | - | |
| 514010 | Electricity | 20,000 | 20,000 | 22,000 | 2,000 | |
| | <i>Total Operations</i> | 83,100 | 85,100 | 87,100 | 2,000 | 2.4% |
| | <u>Maintenance</u> | | | | | |
| 521120 | Hydro Equipment | 2,000 | 2,000 | 2,000 | - | |
| 522010 | Facilities R&M | 30,000 | 30,000 | 30,000 | - | |
| | <i>Total Maintenance</i> | 32,000 | 32,000 | 32,000 | - | 0.0% |
| | <i>Total Expenditure Classification</i> | \$115,100 | \$117,100 | \$119,100 | \$2,000 | 1.7% |

2025 Proposed Capital Improvement Budget



The Metropolitan District
Hartford, CT

Capital Budget

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|--|----|
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| Capital Improvement Program - Water | 23 |
| Capital Improvement Program - Combined | 35 |
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Capital Budget

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 while meeting all applicable regulatory requirements. Asset management programs have been developed to maximize the effectiveness and useful life of our facilities.

Funding Sources

The District's 2025 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/or 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, as well as renewals at other ancillary facilities.

Funding Sources: Water projects are funded by General Obligation Bonds and/or 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

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, as executed on September 2022 and modified in July 2023.

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. However, revenue bonds can be issued, and their debt service paid for with CWPC funds.

Capital Budget

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 \$26,460,386 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

2025 Budget Appropriations

The Metropolitan District's Capital Program budget for 2025 totals \$192,990,000 as reflected in the following summary. Wastewater programs total \$28,875,000; water programs total \$61,500,000; combined programs total \$20,531,000; Integrated Plan total \$82,084,000.

| <u>Wastewater</u> | | | |
|-------------------------------------|---------|--|---------------------|
| 1 | C-25S01 | General Purpose Sewer | \$ 3,000,000 |
| 2 | C-25A01 | Assessable Sewer -New Britain Ave Area Drainage | \$ 2,000,000 |
| <u>Wastewater Collection</u> | | | |
| 3 | C-25S02 | Wastewater Pump Station & Force Main Replacements | \$ 7,900,000 |
| 4 | C-25S03 | Dividend Brook Area Wastewater Collection Improvements | \$ 475,000 |
| 5 | C-99P25 | Paving Program & Restoration | \$ 2,600,000 |
| 6 | C-24S03 | Various Wastewater Collection Systems Improvements in Hartford and East Hartford (Increase to C-24S03) | \$ 2,000,000 |
| <u>Wastewater Treatment</u> | | | |
| 7 | C-25S04 | WPCF – Equipment Refurbishment | \$ 4,200,000 |
| 8 | C-25S05 | WPCF - General Purpose Improvements | \$ 5,900,000 |
| 9 | C-25S06 | EHWPCF – Blower and Aeration Equipment Replacement | \$ 800,000 |
| <i>Wastewater Total</i> | | | \$28,875,000 |

| <u>Water</u> | | | |
|----------------------------------|---------|---|---------------------|
| 10 | C-25W01 | General Purpose Water | \$5,500,000 |
| <u>Water Distribution</u> | | | |
| 11 | C-99P25 | Paving Program & Restoration | \$5,800,000 |
| 12 | C-25W02 | Elizabeth Park Transmission Main | \$1,600,000 |
| 13 | C-25W03 | Glastonbury Water Main Replacements | \$3,000,000 |
| 14 | C-25W04 | Reservoir 6 WTF- Plant Process and Life Safety Upgrades | \$16,200,000 |
| 15 | C-25W05 | Windsor Street Water Main (Sewer Separation Project) | \$3,500,000 |
| 16 | C-25W06 | District-wide Water Main Replacement Program | \$20,000,000 |
| 17 | C-25W07 | Hartford Water Main Replacements | \$2,000,000 |
| 18 | C-25W08 | Water Treatment & Supply Infrastructure Rehabilitation, Upgrades & Replacements | \$500,000 |
| 19 | C-25W09 | Wethersfield Pump Station Upgrades | \$400,000 |
| 20 | C-24W04 | Farmington 11/Sisson Ave Water Main Replacements (Increase to C-24W04) | \$3,000,000 |
| <i>Water Total</i> | | | \$61,500,000 |

Capital Budget

Summary

| Combined | | | |
|-----------------------|---------|---------------------------------------|---------------------|
| 21 | C-99F25 | CEM Vehicles & Equipment | \$3,850,000 |
| 22 | C-99G25 | CEM Generators | \$550,000 |
| 23 | C-25C01 | Facilities and Equipment Improvements | \$920,000 |
| 24 | C-25C02 | IT: Infrastructure Project | \$3,150,000 |
| 25 | C-24C01 | IT SAP Upgrades (Increase to C-24C01) | \$2,520,000 |
| 26 | C1H03 | Engineering Services Staffing | \$5,975,000 |
| 27 | C1H04 | Construction Services Staffing | \$3,566,000 |
| Combined Total | | | \$20,531,000 |

| Integrated Plan | | | |
|------------------------------|---------|--|---------------------|
| 28 | C-25X01 | Program Management Consultant/General Purpose IP | \$7,900,000 |
| 29 | C-25X02 | LTCP/IP Sewer Separation Drainage Study | \$4,500,000 |
| 30 | C-25X03 | Sewer Backup Prevention Program – District-wide | \$7,000,000 |
| 31 | C-25X04 | Sewer House Connection/Separation Program – District-wide | \$2,000,000 |
| 32 | C-25X05 | Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining) | \$19,900,000 |
| 33 | C-25X06 | Sanitary Sewer Easement Improvement Program | \$2,400,000 |
| 34 | C-25X07 | Easement Sewer Rehabilitation Phase 2 | \$18,000,000 |
| 35 | C-25X08 | CSO/SSO System Infrastructure Upgrades | \$3,000,000 |
| 36 | C-24X10 | Windsor St Sewer Separation (Increase to C-24X10) | \$7,900,000 |
| 37 | C-23X15 | Sewer & Lateral Rehabilitation in North Meadows Drainage Area (NM 5/6/7) (Increase to C-23X15) | \$3,000,000 |
| 38 | C1X01 | Integrated Plan Staffing | \$6,484,000 |
| Integrated Plan Total | | | \$82,084,000 |

| | | | |
|---|--|--|----------------------|
| Total 2025 Capital Budget Appropriations | | | \$192,990,000 |
|---|--|--|----------------------|

Capital Budget

Summary

| Expenditure Classification | 2023 Adopted | 2024 Adopted | 2025 Proposed | \$ Change |
|---------------------------------------|-------------------|-------------------|-------------------|------------------|
| <i>Summary by Program</i> | | | | |
| Engineering Services | 3,645,000 | 7,146,100 | 5,975,000 | (1,171,100) |
| Construction Services | 3,830,000 | 4,526,300 | 3,566,000 | (960,300) |
| Technical Services | 4,360,000 | - | - | - |
| Integrated Plan | - | - | 6,484,000 | 6,484,000 |
| Total | 11,835,000 | 11,672,400 | 16,025,000 | 4,352,600 |
| <i>Summary by Major Object</i> | | | | |
| Regular Pay | 5,967,890 | 6,821,400 | 10,130,268 | 3,308,868 |
| Overtime 100% | - | - | - | - |
| Overtime 150% | 200,000 | 150,000 | 200,000 | 50,000 |
| Overtime 200% | - | - | - | - |
| Temporary Help | - | - | - | - |
| Standby & Premium Pay | 2,000 | 2,000 | - | (2,000) |
| Longevity Pay | 15,500 | 17,900 | 19,450 | 1,550 |
| Total Payroll | 6,185,390 | 6,991,300 | 10,349,718 | 3,358,418 |
| Medical Services | 1,143,400 | 732,000 | 1,814,290 | 1,082,290 |
| Medicare | 89,688 | 101,800 | 146,859 | 45,059 |
| OPEB Trust Contribution | 1,435,000 | 913,600 | 1,501,753 | 588,153 |
| Pension Contribution | 1,224,000 | 970,600 | 1,567,070 | 596,470 |
| Social Security | 377,074 | 427,800 | 617,760 | 189,960 |
| Clothing Allowance | 11,000 | 7,800 | 27,550 | 19,750 |
| Mileage Allowance | 3,000 | 3,000 | - | (3,000) |
| Employee Reimbursement | - | 2,000 | - | (2,000) |
| Total Other | 4,283,162 | 3,158,600 | 5,675,282 | 2,516,682 |
| Contingency | - | - | - | - |
| Total CIP Summary | 10,468,552 | 10,149,900 | 16,025,000 | 5,875,100 |

Authorized Positions

| | | | | |
|-----------------------------------|-----------|-----------|-----------|-----------|
| Engineering Services | 11 | 28 | 26 | (2) |
| Construction Services | 16 | 20 | 19 | (1) |
| Technical Services | 14 | - | - | - |
| Integrated Plan | - | - | 30 | 30 |
| Total Authorized Positions | 41 | 48 | 75 | 27 |

Capital Budget

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 Integrated Plan during 2025.

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. Modifications and an Executive Summary were submitted in May 2020, with LTCP/IP Phase 1 plans submitted in February 2021. Phase 1 represent projects to be completed prior to December 31, 2029. The LTCP/IP was formally approved in September 2022, via the execution of Consent Order COW-RMU22002, which supersedes the 2006 Consent Order. Subsequently more modifications to the Consent Order were made and approved in July 2023. The Five-Year Integrated Plan has been modified to reflect these changes.

Capital Budget

Summary

| <u>Wastewater</u> | <u>2025</u> | <u>2026</u> | <u>2027</u> | <u>2028</u> | <u>2029</u> |
|---|---------------------|----------------------|---------------------|---------------------|---------------------|
| General Purpose Sewer | \$3,000,000 | \$3,000,000 | \$3,500,000 | \$3,500,000 | \$3,500,000 |
| Assessable Sewer -New Britain Ave Area Drain- age | \$2,000,000 | ----- | ----- | ----- | ----- |
| Waste Water Pump Station & Force Main Im- provements | \$7,900,000 | \$2,000,000 | \$5,000,000 | \$5,000,000 | \$5,000,000 |
| Dividend Brook Area Wastewater Collection Im- provements | \$475,000 | ----- | \$16,000,000 | ----- | \$500,000 |
| Paving Program & Restoration | \$2,600,000 | \$2,730,000 | \$2,866,500 | \$3,010,000 | \$3,160,000 |
| Various Wastewater Collection Systems Im- provements in Hartford and East Hartford (In- crease) | \$2,000,000 | ----- | ----- | ----- | ----- |
| WPC Equipment Refurbishment | \$4,200,000 | \$4,410,000 | \$4,630,500 | \$4,863,000 | \$5,106,000 |
| WPCF- General Purpose Improvements | \$5,900,000 | \$6,195,000 | \$ 6,504,750 | \$6,830,000 | \$7,172,000 |
| EHWPCF Blower and Aeration Equipment Re- placement | \$800,000 | ----- | ----- | ----- | ----- |
| PWPCF Upgrades | ----- | \$10,000,000 | ----- | ----- | ----- |
| Phase 2 – HWPCF Sludge Equalization | ----- | \$20,000,000 | ----- | ----- | ----- |
| <i>Wastewater Total</i> | \$28,875,000 | \$ 48,335,000 | \$38,501,750 | \$23,203,000 | \$24,438,000 |

Capital Budget

Summary

| <u>Water</u> | <u>2025</u> | <u>2026</u> | <u>2027</u> | <u>2028</u> | <u>2029</u> |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| General Purpose Water | \$5,500,000 | \$5,775,000 | \$6,063,750 | \$6,367,000 | \$6,686,000 |
| Paving Program & Restoration | \$5,800,000 | \$6,090,000 | \$6,394,500 | \$6,714,500 | \$7,050,000 |
| Elizabeth Park Transmission Main | \$1,600,000 | \$13,000,000 | ----- | ----- | ----- |
| Glastonbury Water Main Replacements | \$3,000,000 | ----- | ----- | \$3,000,000 | ----- |
| Res #6 WTF – Plant Process and Life Safety Upgrades | \$16,200,000 | ----- | ----- | ----- | ----- |
| Windsor Street Water Main (increase) | \$3,500,000 | ----- | ----- | ----- | ----- |
| District-wide Water Main Replacement Program | \$20,000,000 | \$10,000,000 | \$10,000,000 | \$10,000,000 | \$10,000,000 |
| Hartford Water Main Replacements | \$2,000,000 | ----- | ----- | ----- | ----- |
| Water Treatment & Supply Infrastructure Rehabilitation, Upgrades & Replacements | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$500,000 |
| Wethersfield Pump Station Upgrades | \$400,000 | ----- | \$4,000,000 | ----- | ----- |
| Farmington 11/Sisson Area Water Main Replacements (Increase) | \$3,000,000 | ----- | ----- | ----- | ----- |
| Nepaug Dam R&R | ----- | ----- | \$3,000,000 | ----- | ----- |
| Saville Dam R&R | ----- | ----- | \$2,500,000 | ----- | ----- |
| Advanced Meter Reading Program | ----- | \$1,600,000 | \$2,000,000 | \$2,000,000 | \$2,000,000 |
| Water Service Verification Contract | ----- | \$5,000,000 | ----- | \$5,000,000 | ----- |
| Day Hill Water Tank Rehabilitation | ----- | \$3,000,000 | ----- | ----- | ----- |
| Water Pump Station Rehabilitations and Renewals | ----- | \$500,000 | \$500,000 | \$500,000 | \$500,000 |
| Bishops Corner Water Main Replacement | ----- | ----- | ----- | \$5,000,000 | ----- |
| Connecticut River Crossing Transmission Main | ----- | ----- | \$20,000,000 | ----- | ----- |
| Water Treatment/Transmission Improvements | ----- | \$1,000,000 | \$1,000,000 | \$1,000,000 | ----- |
| Ellington Road WM Replacement | ----- | \$8,100,000 | ----- | ----- | ----- |
| Barbour Street & Charlotte Street Area Water Main Improvements | ----- | ----- | ----- | \$12,000,000 | ----- |
| WMP - WH WTP 5MG Tank | ----- | \$15,200,000 | ----- | ----- | ----- |
| WMP - Lake McDonough Bypass | ----- | ----- | ----- | ----- | \$6,500,000 |
| WMP - Ford River Crossing | ----- | ----- | \$6,000,000 | ----- | ----- |
| WMP - WH Water Treatment Plant - Pilot Study | ----- | ----- | \$1,000,000 | ----- | ----- |
| WMP - Saville Dam Gatehouse - Exterior Pipe Coating | ----- | ----- | ----- | \$1,100,000 | ----- |
| Wastewater Total | \$61,500,000 | \$69,765,000 | \$62,958,250 | \$53,181,500 | \$33,236,000 |

Capital Budget

Summary

| <u>Combined</u> | <u>2025</u> | <u>2026</u> | <u>2027</u> | <u>2028</u> | <u>2029</u> |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| CEM Vehicles & Equipment | \$3,850,000 | \$4,042,500 | \$4,245,000 | \$4,457,000 | \$4,680,000 |
| CEM Generators | \$550,000 | \$500,000 | \$500,000 | \$500,000 | ----- |
| Facilities and Equipment Improvements | \$920,000 | \$750,000 | \$1,050,000 | \$750,000 | \$1,050,000 |
| 231/240 Brainard Rd Facility Upgrades | ----- | \$5,000,000 | ----- | ----- | ----- |
| IT Infrastructure Project | \$3,150,000 | ----- | \$2,000,000 | ----- | \$2,000,000 |
| IT SAP Upgrades | \$2,520,000 | \$4,000,000 | \$10,000,000 | \$7,500,000 | \$7,500,000 |
| Engineering Services Staffing | \$5,975,000 | \$6,273,750 | \$6,587,438 | \$6,916,809 | \$7,262,650 |
| Construction Services Staffing | \$3,566,000 | \$3,744,300 | \$3,931,515 | \$4,128,091 | \$4,334,496 |
| <i>Combined Total</i> | \$20,531,000 | \$24,310,550 | \$28,313,953 | \$24,251,900 | \$26,827,146 |

| <u>Hydro Rehabilitation</u> | <u>2025</u> | <u>2026</u> | <u>2027</u> | <u>2028</u> | <u>2029</u> |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Goodwin Dam Hydro | ----- | \$500,000 | ----- | ----- | ----- |
| <i>Hydro Total</i> | ----- | \$500,000 | ----- | ----- | ----- |

Capital Budget

Summary

| <u>Integrated Plan</u> | <u>2023</u> | <u>2024</u> | <u>2025</u> | <u>2026</u> | <u>2027</u> |
|--|---------------------|---------------------|----------------------|---------------------|---------------------|
| Program Management Consultant | \$7,900,000 | \$7,900,000 | \$8,137,000 | \$8,382,000 | \$8,633,000 |
| LTCP/IP Sewer Separation Drainage Study | \$4,500,000 | ----- | ----- | ----- | ----- |
| Sewer Backup Prevention Program – District-wide | \$7,000,000 | \$5,000,000 | \$3,000,000 | \$2,000,000 | \$2,000,000 |
| Sewer House Connection/Separation Program – District-wide | \$2,000,000 | \$3,000,000 | \$5,000,000 | \$7,000,000 | \$7,000,000 |
| Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining) | \$19,900,000 | \$20,000,000 | \$20,000,000 | \$20,000,000 | \$20,000,000 |
| Sanitary Sewer Easement Improvement Program | \$2,400,000 | \$2,520,000 | \$2,520,000 | \$500,000 | \$500,000 |
| Easement Sewer Rehabilitation - Phase 2 | \$18,000,000 | ----- | \$650,000 | ----- | \$15,000,000 |
| CSO/SSO System Infrastructure Upgrades | \$3,000,000 | \$2,000,000 | ----- | ----- | ----- |
| Windsor Street Sewer Separation (increase) | \$7,900,000 | ----- | ----- | ----- | ----- |
| Sewer & Lateral Rehabilitation in North Meadows Drainage Area (NM 5/6/7/) (Increase) | \$3,000,000 | ----- | ----- | ----- | ----- |
| Granby 7 Sewer Separation | ----- | ----- | \$21,000,000 | ----- | ----- |
| Granby 8 Sewer Separation | ----- | ----- | \$22,000,000 | ----- | ----- |
| Granby 9 Sewer Separation | ----- | ----- | \$21,000,000 | ----- | ----- |
| Bloomfield Styrene Rehab (Small Diameter Phase 3) | ----- | ----- | ----- | \$4,200,000 | ----- |
| East Hartford Styrene Rehab (Small Diameter Phase 4) | ----- | ----- | ----- | ----- | \$4,900,000 |
| Rocky Hill Styrene Rehab (Small Diameter Phase 5) | ----- | ----- | ----- | ----- | \$2,300,000 |
| Integrated Plan Staffing | \$6,484,000 | \$6,808,200 | \$7,148,610 | \$7,506,041 | \$7,881,343 |
| <i>Integrated Plan Total</i> | \$82,084,000 | \$47,228,200 | \$110,455,610 | \$49,588,041 | \$68,214,343 |

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 2025 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.

| <u>Wastewater</u> | | | |
|-------------------------------------|---------|--|---------------------|
| 1 | C-25S01 | General Purpose Sewer | \$ 3,000,000 |
| 2 | C-25A01 | Assessable Sewer -New Britain Ave Area Drainage | \$ 2,000,000 |
| <u>Wastewater Collection</u> | | | |
| 3 | C-25S02 | Wastewater Pump Station & Force Main Replacements | \$ 7,900,000 |
| 4 | C-25S03 | Dividend Brook Area Wastewater Collection Improvements | \$ 475,000 |
| 5 | C-99P25 | Paving Program & Restoration | \$ 2,600,000 |
| 6 | C-24S03 | Various Wastewater Collection Systems Improvements in Hartford and East Hartford (Increase to C-24S03) | \$ 2,000,000 |
| <u>Wastewater Treatment</u> | | | |
| 7 | C-25S04 | WPCF – Equipment Refurbishment | \$ 4,200,000 |
| 8 | C-25S05 | WPCF - General Purpose Improvements | \$ 5,900,000 |
| 9 | C-25S06 | EHWPCF – Blower and Aeration Equipment Replacement | \$ 800,000 |
| <i>Wastewater Total</i> | | | \$28,875,000 |

Capital Budget

Capital Improvement Program - Sewer

Program – General Purpose Sewer

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$3,000,000 | C-25S01 | 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, instrumentation, Supervisory Control and Data Acquisition (SCADA) and renewable energy upgrades in addition to facility upgrades. Projects may include limited sewer work associated with related water main replacements in order to maximize efficiency. Consultant, contractor, or District forces 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 \$3,000,000 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, instrumentation, Supervisory Control and Data Acquisition (SCADA), and renewable energy upgrades in addition to facility upgrades and site work at wastewater treatment facilities. The appropriation may also be expended for water main replacements, inspection costs, engineering and professional fees, materials, 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

Program – New Britain Avenue Area Drainage

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$2,000,000 | C-25A01 | 3110 |

Description

Extension of existing storm sewers in conjunction with a local roadway improvement project in the New Britain Avenue Area in Hartford. This project includes design, construction and project administration. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To provide storm sewer infrastructure within the New Britain Avenue Area in Hartford.

Future Appropriations

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

Bond Language

The sum of \$2,000,000 is hereby appropriated for the extension of existing storm sewers in conjunction with a local roadway improvement project in the New Britain Avenue Area 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Capital Improvement Program - Sewer

Program – Wastewater Pump Station & Force Main Replacements

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$7,900,000 | C-25S02 | 2110 |

Description

Construction of upgrades and/or replacements at Wastewater Pump Stations and Force Mains, including but not limited to Island Road Sanitary Pump Station in Windsor and the Old Farm Drive Force Main in Newington. Scope of upgrades may include the replacement of existing force mains, existing process, mechanical, structural, electrical and control systems. Other improvements include site work and other miscellaneous modifications. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To repair, rehabilitate or replace wastewater pump stations and force mains.

Future Appropriations

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

Bond Language

The sum of \$7,900,000 is hereby appropriated for the construction of upgrades and/or replacements at wastewater pump stations and force mains, including, but not limited to, the Island Road Sanitary Pump Station in Windsor and the Old Farm Drive Force Main in Newington. The scope of the upgrades may include the replacement of existing force mains, existing process, mechanical, structural, electrical and control systems. Other improvements include site work and other miscellaneous pump station modifications. 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

Capital Improvement Program - Sewer

Program – Dividend Brook Area Wastewater Collection Improvements

Amount
\$475,000

Project #
C-25S03

Fund
2110

Description

Design and construction improvements to the Dividend Brook Drainage Area within the Rocky Hill Sewershed (Dividend Brook) as necessary to consolidate and/or reduce pump stations with new gravity sewers and/or pump stations. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To design, construct improvements within the Dividend Brook Drainage Area as required to consolidate aging pump stations.

Future Appropriations

Future appropriation requests are anticipated over the next three years.

Bond Language

The sum of \$475,000 is hereby appropriated for design and construction improvements to the Dividend Brook Drainage Area within the Rocky Hill Sewershed (Dividend Brook), including the possible installation of gravity sewers pump stations and force main sewers. The appropriation may also be expended for the construction of a new pump station and the decommissioning of existing pump stations, 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

Capital Improvement Program - Sewer

Program – Paving Program and Restoration

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$2,600,000 | C-99P25 | 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. Consultant, contractor, or District forces may be utilized. 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 the final restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by work on District sewer infrastructure, including costs for disposal of unsuitable materials and usage of material from stock. 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

Capital Improvement Program - Sewer

Program – Various Wastewater Collection Systems Improvements in Hartford and East Hartford (Increase to C-24S03)

Amount
\$2,000,000

Project #
C-24S03

Fund
2110

Description

To rehabilitate and replace sanitary sewers in Hartford and East Hartford on Chadwick, Deerfield, Francis Goodwin and Hammer. This will also include lateral rehabilitation and replacement to the building. Consultant, contractor, or District forces may be utilized. 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 \$2,000,000 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, Hammer 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

Capital Improvement Program - Sewer

Program – Water Pollution Control Facilities – Equipment Refurbishment

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$4,200,000 | C-25S04 | 2110 |

Description

Refurbishment and/or rehabilitation of various infrastructure and equipment at the District's four Water Pollution Control Facilities to modernize existing systems including mechanical, electrical, process, instrumentation and control systems. This project will rehabilitate multiple water pollution control assets to improve operational readiness/reliability, safety, increase wastewater processing capabilities and add/enhance assets life. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate aging equipment at the District's four Water Pollution Control Facilities.

Future Appropriations

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

Bond Language

The sum of \$4,200,000 is hereby appropriated for the refurbishment and/or rehabilitation of various infrastructure and equipment at the District's four Water Pollution Control Facilities to modernize existing systems, including mechanical, electrical, process, instrumentation and control systems. This project will rehabilitate multiple water pollution control assets to improve operational readiness/reliability, safety, increase wastewater processing capabilities and add/enhance assets' life. The appropriation may also be expended for design and construction costs, mechanical and electrical 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Capital Improvement Program - Sewer

Program – General Purpose Water Pollution Control Facilities Improvements

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$5,900,000 | C-25S05 | 2110 |

Description

Design and construction of various infrastructure renewals, upgrades, and replacements at the District's four Water Pollution Control Facilities to modernize existing systems including mechanical, electrical, process, instrumentation and control systems. This project will rehabilitate multiple water pollution control assets to improve operational readiness/reliability, safety, increase wastewater processing capabilities and add/enhance assets life. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate and/or improve aging infrastructure at the District's Hartford Water Pollution Control Facility.

Future Appropriations

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

Bond Language

The sum of \$5,900,000 is hereby appropriated for design and construction of various infrastructure renewals, upgrades, and replacements at the District's four Water Pollution Control Facilities to modernize existing systems, including mechanical, electrical, process, instrumentation and control systems. This project will rehabilitate multiple water pollution control assets to improve operational readiness/reliability, safety, increase wastewater processing capabilities and add/enhance assets' life. 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Capital Improvement Program - Sewer

Program – EHWPCF – Blower and Aeration Equipment Replacement

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$800,000 | C-25S06 | 2110 |

Description

Design and construction of the aeration blower replacement at the East Hartford Water Pollution Control Facility. Replacement shall include all mechanical, electrical, process, instrumentation and control systems required to install and connect new aeration blower, including additional aeration equipment. This project will improve operational readiness/reliability, increase wastewater processing capabilities, and add/enhance assets life. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

Replacement of aeration blowers and related ancillary equipment to improve operational readiness and reliability and meet appropriate NPDES permitting requirements.

Future Appropriations

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

Bond Language

The sum of \$800,000 is hereby appropriated for the design and construction of the aeration blower replacement at the East Hartford Water Pollution Control Facility. The replacement of the aeration blower shall include all mechanical, electrical, process, instrumentation and control systems required to install and connect the new aeration blowers, including additional aeration equipment. This project will improve operational readiness/reliability, increase wastewater processing capabilities and add/enhance the asset's life. The appropriation may also be expended for 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 and outside 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 2025 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.

| | | | |
|----------------------------------|---------|---|---------------------|
| <u>Water</u> | | | |
| 10 | C-25W01 | General Purpose Water | \$5,500,000 |
| <i>Water Distribution</i> | | | |
| 11 | C-99P25 | Paving Program & Restoration | \$5,800,000 |
| 12 | C-25W02 | Elizabeth Park Transmission Main | \$1,600,000 |
| 13 | C-25W03 | Glastonbury Water Main Replacements | \$3,000,000 |
| 14 | C-25W04 | Reservoir 6 WTF- Plant Process and Life Safety Upgrades | \$16,200,000 |
| 15 | C-25W05 | Windsor Street Water Main (Sewer Separation Project) | \$3,500,000 |
| 16 | C-25W06 | District-wide Water Main Replacement Program | \$20,000,000 |
| 17 | C-25W07 | Hartford Water Main Replacements | \$2,000,000 |
| 18 | C-25W08 | Water Treatment & Supply Infrastructure Rehabilitation, Upgrades & Replacements | \$500,000 |
| 19 | C-25W09 | Wethersfield Pump Station Upgrades | \$400,000 |
| 20 | C-24W04 | Farmington 11/Sisson Ave Water Main Replacements (Increase to C-24W04) | \$3,000,000 |
| <i>Water Total</i> | | | \$61,500,000 |

Capital Budget

Capital Improvement Program - Water

Program – General Purpose Water Program

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$5,500,000 | C-25W01 | 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. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$5,500,000 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 to enhance the effectiveness, efficiency and safety of the District's water supply, treatment and distribution systems, including electrical, mechanical or renewable energy upgrades at District facilities, water modeling, master planning and the integration of Supervisory Control and Data Acquisitions (SCADA) and data collection/evaluation systems. 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 - Water

Program – Paving Program and Restoration

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$5,800,000 | C-99P25 | 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. Consultant, contractor, or District forces may be utilized. 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

Capital Improvement Program - Water

Program – Elizabeth Park Transmission Main

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$1,600,000 | C-25W02 | 2120 |

Description

Project is included in Raw Water Supply & Treatment Master Plan. The water transmission main extension is needed to supply the West Hartford Water Treatment Facility (WHWTF) service area with additional water from the Reservoir 6 WTF during planned upgrades at the WHWTF, and as needed moving forward. The project includes the installation of approximately 8,300 feet of 36-inch water transmission main to interconnect the Reservoir 6 WTF and West Hartford Water Treatment Facility service areas. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$1,600,000 is hereby appropriated for the Elizabeth Park water transmission main extension to supply the West Hartford Water Treatment Facility service area with additional water from the Reservoir 6 Water Treatment Facility as included in the Water Master Plan. The project includes the installation of approximately 8,300 feet of 36-inch water transmission mains to interconnect the Reservoir 6 Water Treatment Facility and the West Hartford Water Treatment Facility service areas. 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

Capital Improvement Program - Water

Program – Glastonbury Water Main Replacement

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$3,000,000 | C-25W03 | 2120 |

Description

Design and/or construction for the rehabilitation and/or replacement of various water mains and water services in Glastonbury that have exceeded their useful life and/or have experienced numerous breaks or are undersized for current needs. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To improve the reliability, efficiency and safety of Glastonbury's water distribution system.

Future Appropriations

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

Bond Language

The sum of \$3,000,000 is hereby appropriated for design and/or construction costs for the rehabilitation and/or replacement of various water mains and water services in Glastonbury that have exceeded their useful life and/or have experienced numerous breaks or are undersized for current needs. The appropriation may also be expended 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

Capital Improvement Program - Water

Program – Reservoir 6 WTF- Plant Process and Life Safety Upgrades

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$16,200,000 | C-25W04 | 2120 |

Description

Construction of Water Treatment Facility renovations and upgrades at the Reservoir 6. Water Treatment Facility (R6WTF) to process and life safety as included in the Water Master Plan. For the coagulation/flocculation/sedimentation process renovations/improvements shall include: area wide electrical improvements; drywell structural, HVAC, electrical improvements; flash mixers/coag process improvements, floc basin process improvements. The project shall also include renovations and improvement to controls for all noted processes to be connected to the SCADA system consistent with MDC plans to include new sensors and electric actuators. The project will provide new OSHA compliant ladders, railings and lighting to system components. Site security access shall be incorporated throughout the work area with new site lighting and control card access. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To renovate/rehabilitate equipment and infrastructure at the Water Treatment Facilities – Reservoir 6, as identified in the Water Master Plan.

Future Appropriations

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

Bond Language

The sum of \$16,200,000 is hereby appropriated for renovations and upgrades to the Reservoir 6 Water Treatment Facility as included in the Water Master Plan, for the coagulation/flocculation/sedimentation process, renovations and improvements including: area wide electrical improvements; drywell structural improvements, HVAC improvements, electrical improvements; flash mixers/coag process improvements and floc basin process improvements. The project shall also include renovations and improvements to controls for all noted processes to be connected to the Supervisory Control and Data Acquisitions system (SCADA) consistent with MDC plans to include new sensors and electric actuators. The project will provide new OSHA compliant ladders, railings and lighting to system components. Site security access shall be incorporated throughout the work area with new site lighting and control card access. The appropriation may also be expended for design, construction and inspection costs, engineering and professional fees, electrical and mechanical costs, 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 - Water

Program – Windsor Street Water Main (Sewer Separation Project)

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$3,500,000 | C-25W05 | 2120 |

Description

Construction, inspection, and associated work for the replacement of existing water mains and service reconnections on Windsor Street and Main Street in Hartford in conjunction with planned sewer separation project. The project will replace existing mains with a new 12-in main. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To replace a water main as support for a sewer separation project

Future Appropriations

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

Bond Language

The sum of \$3,500,000 is hereby appropriated for construction and inspection costs and associated work for the replacement of existing water mains and service reconnections on Windsor Street and Main Street in Hartford in conjunction with the planned sewer separation project. The project will replace existing mains with a new 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 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 - Water

Program – District-wide Water Main Replacement Program

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$20,000,000 | C-25W06 | 2120 |

Description

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

Purpose

To improve the reliability, 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 \$20,000,000 is hereby appropriated for design and/or construction costs for the rehabilitation and/or replacement of various water mains and water services throughout the District service area that have exceeded their useful life and/or have experienced numerous breaks. 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

Capital Improvement Program - Water

Program – Hartford Water Main Replacements

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$2,000,000 | C-25W07 | 2120 |

Description

Design, construction, and inspection services associated with the rehabilitation and/or replacement of existing water mains and water services in Hartford that have exceeded their useful life and/or have experienced numerous breaks. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$2,000,000 is hereby appropriated for design, construction and inspection services for the rehabilitation and/or replacement of various water mains and water services in Hartford that have exceeded their useful life and/or have experienced numerous breaks. 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Capital Improvement Program - Water

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

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$500,000 | C-25W08 | 2120 |

Description

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

Purpose

To replace aging equipment and infrastructure at the Water Treatment Facilities.

Future Appropriations

No additional appropriation requests are anticipated over the next four year

Bond Language

The sum of \$500,000 is hereby appropriated for the design and construction of various infrastructure renewal and replacements at the District's water treatment and supply facilities and functions. Multiple water treatment and supply assets will be rehabilitated to improve raw water quality, water treatment processes, operational reliability, security and safety to extend and enhance assets' life. The appropriation may also expend 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 - Water

Program – Wethersfield Pump Station

Amount
\$400,000

Project #
C-25W09

Fund
2120

Description

Design for the improvements of the Wethersfield Pump Station, including replacement of existing mechanical, structural, electrical and controls systems. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To improve the pump station that has deteriorated

Future Appropriations

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

Bond Language

The sum of \$400,000 is hereby appropriated for the design of improvements to the Wethersfield Pump Station, including the replacement of existing mechanical, structural, electrical and controls systems. 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. District resources and outside resources may be utilized for the project. The District costs may include salary, benefits and overhead.

Capital Budget

Capital Improvement Program - Water

Program – Farmington 11/Sisson Ave Water Main Replacement (Increase to C-24W04)

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$3,000,000 | C-24W04 | 2120 |

Description

This project is for the construction, inspection and associated work for the replacement of existing water main and service reconnections in the Farmington Avenue area of Hartford. Consultant, contractor, or District forces may be utilized. 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 and inspection costs and associated work for the replacement of existing water mains and service reconnections in the Farmington Avenue area of 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 project. District resources or outside resources may be utilized for the project. 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 2025 Capital Improvement Program budget. These capital programs and projects provide for needed fleet and equipment replacement and upgrades, facility improvements and staffing. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

| Combined | | | |
|-----------------------|---------|---------------------------------------|---------------------|
| 21 | C-99F25 | CEM Vehicles & Equipment | \$3,850,000 |
| 22 | C-99G25 | CEM Generators | \$550,000 |
| 23 | C-25C01 | Facilities and Equipment Improvements | \$920,000 |
| 24 | C-25C02 | IT: Infrastructure Project | \$3,150,000 |
| 25 | C-24C01 | IT SAP Upgrades (Increase to C-24C01) | \$2,520,000 |
| 26 | C1H03 | Engineering Services Staffing | \$5,975,000 |
| 27 | C1H04 | Construction Services Staffing | \$3,566,000 |
| Combined Total | | | \$20,531,000 |

The following positions are included in the combined capital program:

Authorized Positions

| Title | Number |
|---|---------------|
| Assistant Manager of Construction | 1 |
| Compliance Analyst | 1 |
| Construction & Utilities Services Supervisors | 3 |
| Construction Managers | 5 |
| Director of Engineering | 1 |
| Durational Project Engineer | 1 |
| Engineering Technicians 2 | 5 |
| Entry Level Engineer | 1 |
| Manager of Public Info OOC | 2 |
| Manager of Engineering | 1 |
| Professional Level Associate | 2 |
| Professional Level Trainee | 1 |
| Project Engineers 2 | 1 |
| Project Manager | 5 |
| Senior Engineering Drafter | 1 |
| Senior Project Managers | 6 |
| Strategic Sourcing Spec | 1 |
| Utility Maintainer 1 | 7 |
| Total | 45 |

Capital Budget

Capital Improvement Program - Combined

Program – CEM Vehicles & Equipment

Amount
\$3,850,000

Project #
C-99F25

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 forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$3,850,000 is hereby appropriated for the replacement of and/or upgrades to the District's transportation and power operated equipment fleet and related components. The appropriation may also be expended for 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

Capital Improvement Program - Combined

Program – CEM Generators

Amount
\$550,000

Project #
C-99G25

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 \$550,000 is hereby appropriated for the replacement of generators used to support the District's pump stations. The appropriation may also be expended for inspection costs, 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

Capital Improvement Program - Combined

Program – Facilities and Equipment Improvements

Amount
\$920,000

Project #
C-25C01

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. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$920,000 is hereby appropriated for design and construction costs for a variety of improvements 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. The appropriation may also be expended for 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

Capital Improvement Program - Combined

Program – IT Infrastructure Project

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$3,150,000 | C-25C02 | 2130 |

Description

Information Technology budget request for infrastructure according to IT Plan for Calendar Years 2025 through 2026. Project work to include but may not be limited to supporting system upgrades to the following modules or application conversions:

Hartford and Springfield Data center SAN (Storage Area Network) and server refresh, WAN (Wide Area Network) migration to SDN (Software Defined Networking), Access Switch Refresh, Outdoor and Indoor Wireless, Telecom closet refresh. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Future Appropriations

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

Bond Language

The sum of \$3,150,000 is hereby appropriated for information technology infrastructure work, including supporting system upgrades to the following modules or application conversions: Hartford and Springfield Data center SAN (Storage Area Network) and server refresh, WAN (Wide Area Network) migration to SDN (Software Defined Networking), Access Switch Refresh, Outdoor and Indoor Wireless and Telecom closet refresh. The appropriation may also be expended for 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 - Combined

Program – IT SAP Upgrades Project – Appropriation (Increase to C-24C01)

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$2,520,000 | C-24C01 | 2130 |

Description

Information Technology budget request for SAP Application upgrades in accordance with the SAP Master Project Plan for Calendar Years 2025 through 2026. Project work to include but may not be limited to supporting system upgrades to the following modules or application conversions:

Assessment and Lien Program Conversion, Esri Utility Network Model, Kubra Payment Portal Upgrades and Mobile Application development, Sunsetting of Legacy SAP system, Scalable Reporting Solution, S/4 HANA Solution Evaluation for Customer Engagement, Upgraded Billing Solutions, 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, Defining Data Governance and Archival Strategy, OpenText Upgrades and Enhancements, and the implementation of a Tactical and Analytical Reporting solution. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

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 \$2,520,000 is hereby appropriated for SAP application upgrades in accordance with the SAP Master Project Plan, including but not limited to, supporting system upgrades to the following modules or application conversions: Assessment and Lien Program Conversion, Esri Utility Network Model, Kubra Payment Portal Upgrades and Mobile Application development, Sunsetting of Legacy SAP system, Scalable Reporting Solution, S/4 HANA Solution Evaluation for Customer Engagement, Upgraded Billing Solutions, 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, Defining Data Governance and Archival Strategy, OpenText Upgrades and Enhancements, and the implementation of a Tactical and Analytical Reporting solution. 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 and outside 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
\$5,975,000

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 \$5,975,000 is hereby appropriated for the 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

| Title | Number |
|-----------------------------------|-----------|
| Compliance Analysts | 1 |
| Construction Manager | 3 |
| Director of Engineering | 1 |
| Durational Project Engineer | 1 |
| Entry Level Engineer | 1 |
| Manager of Public Information OOC | 2 |
| Manager of Engineering | 1 |
| Professional Level Associate | 1 |
| Professional Level Trainee | 2 |
| Project Engineer 2 | 1 |
| Project Manager | 4 |
| Senior Engineering Drafter | 1 |
| Senior Project Manager | 6 |
| Strategic Sourcing Specialist | <u>1</u> |
| Total | 26 |

Capital Budget

Capital Improvement Program - Combined

Program – Construction Services Staffing

| <u>Amount</u> | <u>Funds Center</u> | <u>Fund</u> |
|---------------|---------------------|-------------|
| \$3,566,000 | C1H04 | 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 \$3,566,000 is hereby appropriated for the 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

| <u>Title</u> | <u>Number</u> |
|--|---------------|
| Assistant Manager of Construction | 1 |
| Construction Manager | 2 |
| Construction & Utility Services Supervisor | 3 |
| Engineering Technician 2 | 5 |
| Project Manager | 1 |
| Utility Maintainer 1 | <u>7</u> |
| Total | 19 |

Capital Budget

Integrated Plan – Summary

The following is a list of the recommended Integrated Plan programs and projects to be funded through the MDC's 2025 Integrated Plan budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

| Integrated Plan | | | |
|------------------------------|---------|--|---------------------|
| 28 | C-25X01 | Program Management Consultant/General Purpose IP | \$7,900,000 |
| 29 | C-25X02 | LTCP/IP Sewer Separation Drainage Study | \$4,500,000 |
| 30 | C-25X03 | Sewer Backup Prevention Program – District-wide | \$7,000,000 |
| 31 | C-25X04 | Sewer House Connection/Separation Program – District-wide | \$2,000,000 |
| 32 | C-25X05 | Various Sewer Pipe Replacement/Rehabilitations - District-wide (lining) | \$19,900,000 |
| 33 | C-25X06 | Sanitary Sewer Easement Improvement Program | \$2,400,000 |
| 34 | C-25X07 | Easement Sewer Rehabilitation Phase 2 | \$18,000,000 |
| 35 | C-25X08 | CSO/SSO System Infrastructure Upgrades | \$3,000,000 |
| 36 | C-24X10 | Windsor St Sewer Separation (Increase to C-24X10) | \$7,900,000 |
| 37 | C-23X15 | Sewer & Lateral Rehabilitation in North Meadows Drainage Area (NM 5/6/7) (Increase to C-23X15) | \$3,000,000 |
| 38 | C1X01 | Integrated Plan Staffing | \$6,484,000 |
| Integrated Plan Total | | | \$82,084,000 |

The following positions are included in the Integrated Plan:

Authorized Positions

| Title | Number |
|---|---------------|
| Assistant Manager of Engineering | 1 |
| Command Center Utility Services Admin | 1 |
| Construction & Utilities Services Supervisors | 3 |
| Construction Managers | 4 |
| Engineering Technicians 2 | 6 |
| Engineering Technicians 3 | 1 |
| Manager of Construction & Inspection Services | 1 |
| Professional Level Associate | 1 |
| Project Control Manager | 1 |
| Project Manager | 4 |
| Senior Clerk | 1 |
| Senior Project Managers | 2 |
| Senior Engineering Technician | 1 |
| Senior Project Manager (Utility Services) | 1 |
| Utility Services Engineering Technician | 2 |
| Total | 30 |

Capital Budget

Integrated Plan - Appropriations

Program – Program Management Consultant/General Purpose IP

Amount
\$7,900,000

Project #
C-25X01

Fund
2600

Description

To satisfy the Program Management Consultant requirement for Consent Order Compliance. District and outside forces 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, as required to comply with the Consent Order or Consent Decree. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

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 \$7,900,000 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

Program – LTCP/IP Sewer Separation Drainage Study

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$4,500,000 | C-25X02 | 2600 |

Description

Completion of design of District-wide Sewer Separation Related Drainage Study in preparation for Consent Order required update of the CSO LTCP/IP which is due in 2028. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To conform with Consent Order Compliance.

Future Appropriations

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

Bond Language

The sum of \$4,500,000 is hereby appropriated for the completion of the District-wide Sewer Separation Related Drainage Study which is to be completed in advance of the next CSO LTCP/IP update. The appropriation may also be expended for 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

Program – Sewer Backup Prevention Program – District-wide

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$7,000,000 | C-25X03 | 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. Consultant, contractor, or District forces may be utilized. 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 \$7,000,000 is hereby appropriated for the inspection of private property sewer laterals in order to identify defects and/or infiltration sources throughout the District. The program will also include the installation and/or replacement of laterals, backwater valves, and/or additional work required to remove private inflow sources and other protection measures as needed to protect customers from sewer surcharging. 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Integrated Plan - Appropriations

Program – Sewer House Connection/Separation Program – District-wide

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$2,000,000 | C-25X04 | 2600 |

Description

This Program will include the replacement and or rehabilitation of private property sewer laterals as identified by the private property inspection; as required to protect customers from sewer backups. This program may also include installation of new laterals or other plumbing improvements as necessary to complete sewer separation work District-wide. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To replace or rehabilitate private property sewer laterals as identified by laterals inspections District-wide.

Future Appropriations

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

Bond Language

The sum of \$2,000,000 is hereby appropriated for the Sewer House Connection/Separation Program, including the replacement and/or rehabilitation of private property sewer laterals as identified by the private property inspection; as required to protect customers from sewer backups. 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Integrated Plan - Appropriations

Program – Various Sewer Pipe Replacement/Rehabilitations - District-wide

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| 19,900,000 | C-25X05 | 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. Consultant, contractor, or District forces 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 for the next four years.

Bond Language

The sum of \$19,900,000 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Integrated Plan - Appropriations

Program – Sanitary Sewer Easement Improvements Program

Amount
\$2,400,000

Project #
C-25X06

Fund
2600

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 as required by the District's Consent Decree. Consultant, contractor, or District forces may be utilized. 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 for the next four years.

Bond Language

The sum of \$2,400,000 is hereby appropriated for the Sanitary Sewer Easement Improvements Program, including planning, design and construction costs for the improvements to existing District sanitary sewer easements. Improvements may include, but not be limited to, clearing, cutting, or other improvements as required to maintain or improve access to existing sanitary sewer infrastructure within easements as required by the District's Consent Decree. 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 and outside resources may be utilized for the projects. The District costs may include salary, benefits and overhead.

Capital Budget

Integrated Plan - Appropriations

Program – Easement Sewer Rehabilitation Program - Phase 2

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$18,000,000 | C-25X07 | 2600 |

Description

Rehabilitation of sewer mains within recently cleared MDC Easements (cross country) areas. This project will reduce CSO & SSOs in the collection system, via I/I reduction and removal of debris. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$18,000,000 is hereby appropriated for Phase 2 of the Easement Sewer Rehabilitation Program, including the repair of rehabilitation of sewer mains located within existing sanitary sewer easements. 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

Integrated Plan - Appropriations

Program – CSO/SSO System Infrastructure Upgrades

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$3,000,000 | C-25X08 | 2600 |

Description

Design, replacement and installation of new CSO & SSO system infrastructure, such as flow meters, rain gauges and auxiliary equipment. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To replace aging metering infrastructure as required for regulatory compliance and to support upcoming CSO LTCP/IP Update.

Future Appropriations

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

Bond Language

The sum of \$3,000,000 is hereby appropriated for CSO/SSO System Infrastructure Upgrades, including the design, replacement and installation of flow meters, rain gauges and auxiliary equipment. The appropriation may also be expended for planning 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

Program – Windsor Street Sewer Separation (Increase to C24X10)

| <u>Amount</u> | <u>Project #</u> | <u>Fund</u> |
|---------------|------------------|-------------|
| \$7,900,000 | C-24X10 | 2600 |

Description

Design and construction of the rehabilitation of existing combined sewers and laterals; installation of new sanitary and/or storm sewers and laterals located on Main Street and Windsor Street in Hartford, and other adjacent streets, upstream of CSOs NM-5, NM-6, and NM-7 as necessary to complete sewer separation work. Work being completed in accordance with the Combined Sewer Overflow Long Term Control Plan/Integrated Plan as a way to reduce Combined Sewer Overflow volumes through Inflow and Infiltration Removals and may include costs associated with relocation of adjacent utilities. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To eliminate and reduce inflow and infiltration in North Hartford in the vicinity of CSOs NM-5, NM-6 and NM-7 in North Hartford.

Future Appropriations

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

Bond Language

The sum of \$7,900,000 is hereby appropriated for design and construction costs related to the rehabilitation of existing combined sewers and laterals on Windsor Street in Hartford, including the installation of new sanitary and/or storm sewers and laterals located on Main Street and Windsor Street in Hartford, and other adjacent streets, upstream of CSOs NM-5, NM-6, and NM-7 as necessary to complete sewer separation work. The project is being completed in accordance with the Combined Sewer Overflow Long Term Control Plan/Integrated Plan as a way to reduce Combined Sewer Overflow volumes through Inflow and Infiltration Removals and may include costs associated with relocation of adjacent utilities. 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

Integrated Plan - Appropriations

Program – Sewer & Lateral Rehabilitation in North Meadows Drainage Area (NM 5/6/7) (Increase to C-23X15)

Amount
\$3,000,000

Project #
C-23X15

Fund
2600

Description

Design and construction of sewer and laterals within the North Meadows Drainage area in the vicinity of the Combined Sewer Overflows NM-5, NM-6, and NM-7. This Project will include repairs, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure. Work being completed in accordance with the Combined Sewer Overflow Long Term Control Plan/Integrated Plan as a way to reduce Combined Sewer Overflow volumes through Inflow and Infiltration Removals. Consultant, contractor, or District forces may be utilized. The District costs may include salary, benefits and overhead.

Purpose

To rehabilitate, upgrade or replace aging sewer pipelines, laterals and structures within the North Meadows Drainage area in the vicinity of CSOs NM-5, NM-6 and NM-7 in North Hartford.

Future Appropriations

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

Bond Language

The sum of \$3,000,000 is hereby appropriated for the design and construction to repair and/or rehabilitation of sewer and laterals within the North Meadows Drainage area in the vicinity of the Combined Sewer Overflows NM-5, NM-6 and NM-7. This project will include repairs, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure. The work is being completed in accordance with the Combined Sewer Overflow Long Term Control Plan/Integrated Plan as a way to reduce Combined Sewer Overflow volumes through Inflow and Infiltration Removals. 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

Integrated Plan - Appropriations

Program – Integrated Plan Staffing

Amount
\$6,484,000

Funds Center
C1X01

Fund
2600

Description

Staffing costs.

Purpose

The Integrated Plan department holds responsibility for reducing the District's Combined Sewer Overflow volumes through Inflow and Infiltration Removals as required to comply with the Consent Decree.

Future Appropriations

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

Bond Language

The sum of \$6,484,000 is hereby appropriated for integrated plan department staffing for implementation of the Integrated Plan as required to comply with the Consent Order or Consent Decree, including repairs, replacements and rehabilitation measures as a result of aging and deteriorating infrastructure to reduce sewer overflow volumes through inflow and infiltration removals. 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

| <u>Title</u> | <u>Number</u> |
|---|---------------|
| Assistant Manager of Engineering | 1 |
| Command Center Utility Services Admin | 1 |
| Construction & Utility Services Supervisor | 3 |
| Construction Manager | 4 |
| Engineering Technicians 2 | 6 |
| Engineering Technicians 3 | 1 |
| Manager of Construction & Inspection Services | 1 |
| Professional Level Associate | 1 |
| Project Control Manager | 1 |
| Project Manager | 4 |
| Senior Clerk | 1 |
| Senior Project Manager | 2 |
| Senior Engineering Technician | 1 |
| Senior Project Manager | 1 |
| Utility Services Engineering Technician | <u>2</u> |
| Total | 30 |

**BOARD OF FINANCE
REGULAR MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, September 30, 2024**

PRESENT: Commissioners Andrew Adil, Allen Hoffman, Pasquale Salemi, Citizen Members Linda Russo and Awet Tsegai, and District Chairman Donald Currey (6)

**REMOTE
ATTENDANCE:** (0)

ABSENT: Citizen Members Drew Iacovazzi and Linda King-Corbin (2)

**ALSO
PRESENT:** Commissioner Esther Clarke (Remote Attendance)
Commissioner Jean Holloway
Commissioner Dominic Pane
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel (Remote Attendance)
John S. Mirtle, District Clerk
Christopher Levesque, Chief Operating Officer
Kelly Shane, Chief Administrative Officer
Robert Barron, Chief Financial Officer
Susan Negrelli, Director of Engineering
David Rutt, Director of Operations
Robert Schwarm, Director of Information Systems
Thomas Tyler, Director of Facilities
Michael Mohr, Controller
Shereese Rodgers, Assistant Budget Manager (Remote Attendance)
JP Avenoso, Financial Analyst (Remote Attendance)
Kim Cummings, Financial Analyst (Remote Attendance)
Kimberly Haynes, Manager of Customer Service
Matt Skehan, Senior Utility Maintenance Supervisor
Julian Tinsley, Senior Utility Maintenance Supervisor
Carrie Blardo, Assistant to the Chief Executive Officer
Victoria Escoriza, Executive Assistant
Amanda Litvak, IT Professional Level Associate (Remote Attendance)
Jacob Aviles, IT Consultant (Remote Attendance)

CALL TO ORDER

Chairman Salemi called the meeting to order at 5:39 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

Judy Allen, of West Hartford, spoke regarding item #6 "Overview of 2025 District Budget" and the water rates of the various water companies shown on the

“Supplemental information” slide at the end of the presentation. She said she would appreciate making budget information as customer friendly as possible and more detail for budget items.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Adil and duly seconded, the meeting minutes of the Board of Finance meeting of August 26, 2024 were approved.

BOARD OF FINANCE APPROPRIATION INCREASE OF \$2,100,000 FOR 2024 CAPITAL IMPROVEMENT PROGRAM – SEWER AND AUTHORIZATION INCREASE FOR ISSUANCE OF BONDS OR NOTES NOT TO EXCEED \$2,100,000

To: Board of Finance for consideration on September 30, 2024

The following is a request to increase the 2024 Capital Improvement Program by \$2,100,000. This supplemental appropriation will add **\$2,100,000** to Capital Improvement Program - Sewer project **C-24S05**, Hartford Water Pollution Control Facility (WPCF) Continuous Emission Monitoring System (CEMS) Room/Incinerator Upgrades, for a total project appropriation of **\$6,900,000**, as follows:

Original Appropriation

| <u>Capital Improvement Program – Sewer</u> | | |
|---|----------------------|-------------|
| <i>Approved December 4, 2023</i> | <i>Appropriation</i> | <i>Fund</i> |
| Hartford Water Pollution Control Facility (WPCF) Continuous Emission Monitoring System (CEMS) Room/Incinerator Upgrades | \$4,800,000 | 2110 |

Supplemental Appropriation

| <u>Capital Improvement Program – Sewer</u> | | |
|---|----------------|-------------|
| <i>Supplemental Appropriation</i> | <i>Request</i> | <i>Fund</i> |
| Hartford Water Pollution Control Facility (WPCF) Continuous Emission Monitoring System (CEMS) Room/Incinerator Upgrades | \$2,100,000 | 2110 |

Description

Additional funding is needed for engineering, professional fees, inspection services, mechanical, electrical, structural and architectural improvements, material testing and construction costs, instrumentation, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other cost related to the project.

Purpose

To rehabilitate aging infrastructure at the District’s Hartford Water Pollution Control Facility. This project allows the HWPCF to comply with EPA and DEEP air quality regulations.

Future Appropriations

No additional appropriation requests are anticipated over the next year.

Bond Language

The sum of \$2,100,000 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, engineering, professional fees, inspection services, mechanical, electrical, structural and architectural improvements, material testing and construction costs, instrumentation, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other cost related to the project. District resources may be utilized for the project. District costs may include salary, benefits and overhead.

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolutions from Bond Counsel:

RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$2,100,000 FOR THE DISTRICT'S 2024 CAPITAL IMPROVEMENT PROGRAM – SEWER AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$2,100,000 TO FINANCE SAID APPROPRIATION

WHEREAS, the District Board has resolved to make a supplemental appropriation and issue bonds or notes of the District for the Capital Improvement Program – Sewer project described in the resolution herein; and

WHEREAS, the District Board wishes to determine the form, date or dates, maturities, manner of sale and other details concerning such bonds or notes.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. \$2,100,000 is hereby appropriated for the District's Capital Improvement Program project set forth herein in the 2024 Capital Improvement Program - Sewer Project Supplemental Resolution (the "Resolution"), and bonds or notes of the District in an amount not to exceed \$2,100,000 are authorized to be issued to finance said appropriation. This appropriation is in addition to the appropriation of \$153,517,000 approved on December 4, 2023 by the District's Board of Directors. The bonds are authorized to be issued in one or more series in accordance with the applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter. Said bonds shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a

facsimile thereof. The bonds may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with and that such bond is within every debt and other limit prescribed by law. The aggregate principal amount of the bonds to be issued, the form of issuance as serial, term or discount bonds, the dated date, final maturity, annual installments of principal, whether interest on the bonds will be fixed or variable, the rate or rates of interest, or method of determining interest rates thereon, whether such interest shall be excluded or included in gross income for federal income tax purposes, denominations, terms of redemption, if any, the date, time of issue and sale and all other terms, details and particulars of such bonds shall be determined by the District Board, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. It is hereby found and determined that the issuance of any such bonds the interest on which is included in gross income for federal income tax purposes is in the public interest. The bonds may be sold by competitive bid or negotiated sale, as determined by the District Board. If sold by negotiated sale, the Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into a bond purchase agreement for the sale of the bonds.

Section 2. The Treasurer and the Deputy Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes or certificates of indebtedness evidencing such borrowings may be sold by competitive bid or negotiated sale, as determined by the Treasurer or Deputy Treasurer, in such manner as shall be determined by said officers. Said notes or certificates of indebtedness shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer, and bear the District seal or a facsimile thereof. The notes or certificates of indebtedness may be secured by the full faith and credit of the District and/ or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the notes shall recite that every requirement of law relating to its issue has been duly complied with and that such note is within every debt and other limit prescribed by law. The net interest cost on such notes or certificates of indebtedness, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on such notes or certificates of indebtedness then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 3. In connection with the issuance of the bonds, notes or certificates of indebtedness authorized hereunder and pursuant to the Resolution ("Authorized Obligations"), the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on, the District necessary to obtain standby bond purchase agreements, letters of credit, lines of credit, financial guaranty insurance policies, guarantees of the District or third parties, surety agreements or any similar agreements ("Credit Facilities") with one or more financial institutions providing Credit Facilities ("Credit Facility Providers") to provide for additional security for and the purchase upon tender of the Authorized Obligations, if any, under circumstances set forth in the Indentures (defined herein). Credit Facilities shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 4. In connection with the issuance of Authorized Obligations, interim funding obligations and project loan obligations under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called “Drinking Water Program” (“Drinking Water Obligations”) or under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called “Clean Water Fund Program” (“Clean Water Fund Obligations”), the District Board is hereby authorized to approve the terms and conditions of indentures of trust or other instruments of trust (“Indentures”) with commercial banks or national banking associations with trust powers or trust companies to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer (“Trustees”), which provide for, among other things, the rate of rates of interest, or method of determining interest rates thereon, procedures for conducting auctions in an auction rate mode, the denominations, the tender rights of holders, if any, the rights of redemption and redemption prices, the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District necessary to issue the variable rate bonds, and the execution of various other instruments. Indentures shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer are authorized to execute and deliver to the State of Connecticut a project loan and project grant agreement and/or project loan and subsidy agreement under the State’s Clean Water Fund Program and the State’s Drinking Water Program and apply for and accept or reject any federal, state or other grants-in-aid for the project.

Section 5. In connection with the issuance of Authorized Obligations bearing interest at variable interest rates, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to enter into, remarketing agreements, broker-dealer agreements, auction agency agreements and other agreements (the “Reoffering Agreements”) with remarketing agents, investment banking firms or other financial institutions to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer (“Reoffering Agents”), which provide for, among other things, the terms and conditions for reoffering Authorized Obligations bearing interest at variable interest rates, the Reoffering Agents’ compensation and the disclosure of the District’s financial condition. Reoffering Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 6. In connection with the issuance of Authorized Obligations, if permitted by Connecticut laws and the District’s Charter, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain an interest rate swap agreement, together with applicable annexes, schedules and confirmations thereto, contracts to manage interest rate risk, including interest rate caps, options, puts, calls or similar arrangements, or such other agreements permitted by Connecticut laws and the District’s Charter (“Swap Agreements”), with one or more counterparties to be selected by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer, as Swap Provider (the “Swap Providers”), which provides for, among other things, the effective date or dates of the Swap Agreements, the rate of interest to be paid by the District to the Swap Providers on the principal amount of the bonds (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the rate of interest to be received by the District from the Swap Providers (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice

Chairman and Treasurer or Deputy Treasurer), the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District and the execution of various other instruments. Swap Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. To the extent provided by Connecticut laws, the full faith and credit of the District may be pledged to any and all payments to be made by the District with respect to the Swap Agreements, including, any termination or netting payments to be made by the District.

Section 7. The Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") or any other information depository, and to provide notices to the MSRB or such depository of material events as enumerated in the Securities and Exchange Commission Securities Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds, notes and certificates of indebtedness authorized by this Resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The District hereby expresses its official intent pursuant to Treasury Regulations Section 1.150-2 to reimburse expenditures of not more than \$2,100,000 paid up to 60 days prior to the date of passage of this Resolution in connection with the Resolution with the proceeds of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations. Said obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or such later date as such Regulations may authorize. The District hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer is each individually authorized to pay project expenses in accordance herewith pending the issuance of the Authorized Obligations. This Section is included herein solely for purposes of compliance with Treasury Regulations Section 1.150-2 and may not be used or relied on for any other purpose.

Section 9. In connection with the issuance of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations, the District Board is hereby authorized to, and if any such action shall heretofore have been taken, such action is hereby ratified and confirmed, (a) publish such notices, hold such hearings, make such representations and agreements, and take such other actions as shall be necessary to enable bond counsel to render its opinions as to the validity of said obligations and the exclusion of the interest thereon, if applicable, from gross income for federal income tax purposes, (b) make, execute and deliver all such additional and supplemental documents, including, but not limited to, any tax compliance agreements, tax certificates, tax forms, investment agreements or assignments, and (c) do and perform such acts and take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

Section 10. The provisions contained in Sections 1 through 9 of this Resolution shall apply to the 2024 Capital Improvement Program - Sewer Project Supplemental Resolution herein; and the District Board hereby finds and determines that the project described in the Resolution is a single item of capital expense not regularly recurring.

2024 CAPITAL IMPROVEMENT PROGRAM – SEWER PROJECT SUPPLEMENTAL RESOLUTION

RESOLUTION APPROPRIATING AN ADDITIONAL \$2,100,000 FOR THE HARTFORD WATER POLLUTION CONTROL FACILITY CONTINUOUS EMISSION MONITORING SYSTEM ROOM AND INCINERATOR UPGRADES AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$2,100,000 TO FINANCE SAID APPROPRIATION

Section 1. The sum of \$2,100,000 is hereby appropriated for upgrades to the Hartford Water Pollution Control (WPCF) 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, engineering, professional fees, inspection services, mechanical, electrical, structural and architectural improvements, material testing and construction costs, instrumentation, 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. District costs may include salary, benefits and overhead.

Section 2. To finance said appropriation, \$2,100,000 of bonds or notes of the District are authorized to be issued in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, “Connecticut laws”), and the District’s Charter. The form, date, maturities and other details of such authorized but unissued bonds or notes shall be hereafter determined by the District Board acting in accordance with the District’s Charter.

Section 3. The Chairman or the Vice Chairman and the Treasurer or the Deputy Treasurer are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the “Clean Water Fund Program”), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations (“Clean Water Fund Obligations”) as the District Board shall determine, in accordance with Connecticut laws and the District’s Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, project loan and project grant agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or the Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board in

accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

Respectfully submitted,



John S. Mirtle, Esq.
District Clerk

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

**BOARD OF FINANCE
APPROPRIATION INCREASE OF \$2,400,000 FOR 2022 CAPITAL IMPROVEMENT
PROGRAM – WATER AND AUTHORIZATION INCREASE FOR ISSUANCE OF BONDS OR
NOTES NOT TO EXCEED \$2,400,000**

To: Board of Finance for consideration on September 30, 2024

The following is a request to increase the 2022 Capital Improvement Program by \$2,400,000. This supplemental appropriation will add **\$2,400,000** to the Water Capital Improvement Program Project **C-22004**, Hartford Hospital Area Water Main Replacement, for a total project appropriation of **\$9,500,000**, as follows:

Original Appropriation

| Capital Improvement Program – Water | | |
|---|----------------------|-------------|
| <i>Approved December 6, 2021</i> | <i>Appropriation</i> | <i>Fund</i> |
| Hartford Hospital Area Water Main Replacement | \$7,100,000 | 2120 |

Supplemental Appropriation

| Capital Improvement Program – Water | | |
|---|----------------|-------------|
| <i>Supplemental Appropriation</i> | <i>Request</i> | <i>Fund</i> |
| Hartford Hospital Area Water Main Replacement | \$ 2,400,000 | 2120 |

Description

Additional funding is needed for engineering, professional fees, inspection services, mechanical, electrical, structural and architectural improvements, material testing and construction costs, instrumentation, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other cost related to the project.

Purpose

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

Future Appropriations

No additional appropriation requests are anticipated over the next year.

Bond Language

The sum of \$2,400,000 is hereby appropriated to update the Hartford Hospital Area Water Main Replacement, including but not limited to engineering professional fees, inspection services, mechanical, electrical, structural and architectural improvements, material testing and construction costs, instrumentation, materials, equipment, legal fees, financing costs, interest expense on temporary borrowings, and other cost related to the project. District resources may be utilized for the project. 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.

It is **RECOMMENDED** that it be

Voted: That the Board of Finance recommends to the District Board passage of the following resolutions from Bond Counsel:

RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$2,400,000 FOR THE DISTRICT'S 2022 CAPITAL IMPROVEMENT PROGRAM – WATER AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$2,400,000 TO FINANCE SAID APPROPRIATION

WHEREAS, the District Board has resolved to make a supplemental appropriation and issue bonds or notes of the District for the Capital Improvement Program – Water project described in the resolution herein; and

WHEREAS, the District Board wishes to determine the form, date or dates, maturities, manner of sale and other details concerning such bonds or notes.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. \$2,400,000 is hereby appropriated for the District's Capital Improvement Program project set forth herein in the 2022 Capital Improvement Program - Water Project Supplemental Resolution (the "Resolution"), and bonds or notes of the District in an amount not to exceed \$2,400,000 are authorized to be issued to finance said appropriation. This appropriation is in addition to the appropriation of \$94,600,000 approved on December 6, 2021 by the District's Board of Directors. The bonds are authorized to be issued in one or more series in accordance with the applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds shall be hereafter determined by the District Board acting in accordance with the District's Charter. Said bonds shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The bonds may be secured by the full faith and credit of the District and/or by special

revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with and that such bond is within every debt and other limit prescribed by law. The aggregate principal amount of the bonds to be issued, the form of issuance as serial, term or discount bonds, the dated date, final maturity, annual installments of principal, whether interest on the bonds will be fixed or variable, the rate or rates of interest, or method of determining interest rates thereon, whether such interest shall be excluded or included in gross income for federal income tax purposes, denominations, terms of redemption, if any, the date, time of issue and sale and all other terms, details and particulars of such bonds shall be determined by the District Board, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. It is hereby found and determined that the issuance of any such bonds the interest on which is included in gross income for federal income tax purposes is in the public interest. The bonds may be sold by competitive bid or negotiated sale, as determined by the District Board. If sold by negotiated sale, the Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District to enter into a bond purchase agreement for the sale of the bonds.

Section 2. The Treasurer and the Deputy Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes or certificates of indebtedness evidencing such borrowings may be sold by competitive bid or negotiated sale, as determined by the Treasurer or Deputy Treasurer, in such manner as shall be determined by said officers. Said notes or certificates of indebtedness shall be issued in fully registered form, be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer, and bear the District seal or a facsimile thereof. The notes or certificates of indebtedness may be secured by the full faith and credit of the District and/ or by special revenues of the District pledged thereto by the District Board, in accordance with Connecticut laws and the District's Charter. Each of the notes shall recite that every requirement of law relating to its issue has been duly complied with and that such note is within every debt and other limit prescribed by law. The net interest cost on such notes or certificates of indebtedness, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on such notes or certificates of indebtedness then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 3. In connection with the issuance of the bonds, notes or certificates of indebtedness authorized hereunder and pursuant to the Resolution ("Authorized Obligations"), the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on, the District necessary to obtain standby bond purchase agreements, letters of credit, lines of credit, financial guaranty insurance policies, guarantees of the District or third parties, surety agreements or any similar agreements ("Credit Facilities") with one or more financial institutions providing Credit Facilities ("Credit Facility Providers") to provide for additional security for and the purchase upon tender of the Authorized Obligations, if any, under circumstances set forth in the Indentures (defined herein). Credit Facilities shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 4. In connection with the issuance of Authorized Obligations, interim funding obligations and project loan obligations under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called “Drinking Water Program” (“Drinking Water Obligations”) or under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended, the so-called “Clean Water Fund Program” (“Clean Water Fund Obligations”), the District Board is hereby authorized to approve the terms and conditions of indentures of trust or other instruments of trust (“Indentures”) with commercial banks or national banking associations with trust powers or trust companies to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer (“Trustees”), which provide for, among other things, the rate of rates of interest, or method of determining interest rates thereon, procedures for conducting auctions in an auction rate mode, the denominations, the tender rights of holders, if any, the rights of redemption and redemption prices, the payment of certain fees, the imposition of certain covenants, limitations and restrictions on the District necessary to issue the variable rate bonds, and the execution of various other instruments. Indentures shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer are authorized to execute and deliver to the State of Connecticut a project loan and project grant agreement and/or project loan and subsidy agreement under the State’s Clean Water Fund Program and the State’s Drinking Water Program and apply for and accept or reject any federal, state or other grants-in-aid for the project.

Section 5. In connection with the issuance of Authorized Obligations bearing interest at variable interest rates, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to enter into, remarketing agreements, broker-dealer agreements, auction agency agreements and other agreements (the “Reoffering Agreements”) with remarketing agents, investment banking firms or other financial institutions to be appointed by the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer (“Reoffering Agents”), which provide for, among other things, the terms and conditions for reoffering Authorized Obligations bearing interest at variable interest rates, the Reoffering Agents’ compensation and the disclosure of the District’s financial condition. Reoffering Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer.

Section 6. In connection with the issuance of Authorized Obligations, if permitted by Connecticut laws and the District’s Charter, the District Board is hereby authorized to approve the terms and conditions of, including necessary covenants, limitations and restrictions on the District necessary to obtain an interest rate swap agreement, together with applicable annexes, schedules and confirmations thereto, contracts to manage interest rate risk, including interest rate caps, options, puts, calls or similar arrangements, or such other agreements permitted by Connecticut laws and the District’s Charter (“Swap Agreements”), with one or more counterparties to be selected by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer, as Swap Provider (the “Swap Providers”), which provides for, among other things, the effective date or dates of the Swap Agreements, the rate of interest to be paid by the District to the Swap Providers on the principal amount of the bonds (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the rate of interest to be received by the District from the Swap Providers (which may be a fixed rate or a variable rate based on an index determined by the Chairman or Vice Chairman and Treasurer or Deputy Treasurer), the payment of certain fees, the imposition of

certain covenants, limitations and restrictions on the District and the execution of various other instruments. Swap Agreements shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or Vice Chairman and the Treasurer or Deputy Treasurer. To the extent provided by Connecticut laws, the full faith and credit of the District may be pledged to any and all payments to be made by the District with respect to the Swap Agreements, including, any termination or netting payments to be made by the District.

Section 7. The Chairman or Vice Chairman and Treasurer or Deputy Treasurer are hereby authorized, on behalf of the District, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") or any other information depository, and to provide notices to the MSRB or such depository of material events as enumerated in the Securities and Exchange Commission Securities Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds, notes and certificates of indebtedness authorized by this Resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The District hereby expresses its official intent pursuant to Treasury Regulations Section 1.150-2 to reimburse expenditures of not more than \$2,400,000 paid up to 60 days prior to the date of passage of this Resolution in connection with the Resolution with the proceeds of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations. Said obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or such later date as such Regulations may authorize. The District hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Chairman or Vice Chairman and the Treasurer or Deputy Treasurer is each individually authorized to pay project expenses in accordance herewith pending the issuance of the Authorized Obligations. This Section is included herein solely for purposes of compliance with Treasury Regulations Section 1.150-2 and may not be used or relied on for any other purpose.

Section 9. In connection with the issuance of Authorized Obligations, Drinking Water Obligations or Clean Water Fund Obligations, the District Board is hereby authorized to, and if any such action shall heretofore have been taken, such action is hereby ratified and confirmed, (a) publish such notices, hold such hearings, make such representations and agreements, and take such other actions as shall be necessary to enable bond counsel to render its opinions as to the validity of said obligations and the exclusion of the interest thereon, if applicable, from gross income for federal income tax purposes, (b) make, execute and deliver all such additional and supplemental documents, including, but not limited to, any tax compliance agreements, tax certificates, tax forms, investment agreements or assignments, and (c) do and perform such acts and take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

Section 10. The provisions contained in Sections 1 through 9 of this Resolution shall apply to the 2022 Capital Improvement Program - Water Project Supplemental Resolution herein; and the District Board hereby finds and determines that the project described in the Resolution is a single item of capital expense not regularly recurring.

2022 CAPITAL IMPROVEMENT PROGRAM - WATER PROJECT SUPPLEMENTAL RESOLUTION

RESOLUTION APPROPRIATING AN ADDITIONAL \$2,400,000 FOR THE HARTFORD HOSPITAL AREA WATER MAIN REPLACEMENT PROJECT AND AUTHORIZING THE ISSUANCE OF BONDS OR NOTES OF THE DISTRICT IN AN AMOUNT NOT TO EXCEED \$2,400,000 TO FINANCE SAID APPROPRIATION

Section 1. The sum of \$2,400,000 is hereby appropriated for the Hartford Hospital Area Water Main Replacement, including but not limited to engineering, professional fees, inspection services, mechanical, electrical, structural and architectural improvements, material testing and construction costs, instrumentation, 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. District costs may include salary, benefits and overhead.

Section 2. To finance said appropriation, \$2,400,000 of bonds or notes of the District are authorized to be issued in accordance with applicable General Statutes of Connecticut, Revision of 1958, as amended to date and as amended from time to time in the future, public acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future, and special acts of the Connecticut General Assembly, as amended to date and as amended from time to time in the future (together, "Connecticut laws"), and the District's Charter. The form, date, maturities and other details of such authorized but unissued bonds or notes shall be hereafter determined by the District Board acting in accordance with the District's Charter.

Section 3. The Chairman or the Vice Chairman and the Treasurer or the Deputy Treasurer are authorized in the name and on behalf of the District to apply for and accept any and all federal and state loans and/or grants-in-aid for the project and are further authorized to expend said funds in accordance with the terms thereof. To meet any portion of the costs of the project determined by the State of Connecticut Department of Energy and Environmental Protection to be eligible for funding under Section 22a-475 et seq. of the General Statutes of Connecticut, Revision of 1958, as amended (the "Clean Water Fund Program"), the District may issue bonds, notes or certificates of indebtedness authorized hereby in the form of interim funding obligations in anticipation of project loan obligations ("Clean Water Fund Obligations") as the District Board shall determine, in accordance with Connecticut laws and the District's Charter, following recommendation of the Board of Finance. Clean Water Fund Obligations, project loan and project grant agreements and any other instruments, agreements or certificates under the Clean Water Fund Program shall be executed in the name and on behalf of the District by the manual or facsimile signatures of the Chairman or the Vice Chairman and the Treasurer or the Deputy Treasurer, and bear the District seal or a facsimile thereof. The aggregate principal amount of the Clean Water Fund Obligations to be issued, the dated date, final maturity, rate or rates of interest, the date, time of issue and sale and all other terms, details and particulars of such Clean Water Fund Obligations, subject to the provisions of the Clean Water Fund Program, shall be determined by the District Board, following recommendation of the Board of Finance. Clean Water Fund Obligations may be secured by the full faith and credit of the District and/or by special revenues of the District pledged thereto by the District Board in accordance with Connecticut laws and the District's Charter. Each of the Clean Water Fund Obligations shall recite that every requirement of law relating to its issue has been duly complied with and that such obligation is within every debt and other limit prescribed by law.

Respectfully submitted,



John S. Mirtle, Esq.
District Clerk

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

OVERVIEW OF 2025 DISTRICT BUDGET

Robert Barron, Chief Financial Officer, presented an overview of the proposed budget for 2025.

At 6:46 PM, Chairman Salemi relinquished the Chair to Vice-Chairman Hoffman and stepped out of the meeting.

At 6:48 PM, Chairman Salemi returned to the meeting and assumed Chair.

METER PITS

Chris Levesque, Chief Operating Office, discussed meter pits, including associated costs.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

Judy Allen, of West Hartford, appreciated CEO Scott Jellison's explanations regarding the rates but reinforced her concern about the charts and tables over simplifying the budget information.

ADJOURNMENT

The meeting was adjourned at 7:51 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval