

2020 Adopted Annual Budget



The Metropolitan District
Hartford, CT



The Metropolitan District

water supply · environmental services · geographic information

February 4, 2020

District Board of The Metropolitan District
Board of Finance of The Metropolitan District
555 Main Street
Hartford, Connecticut 06103

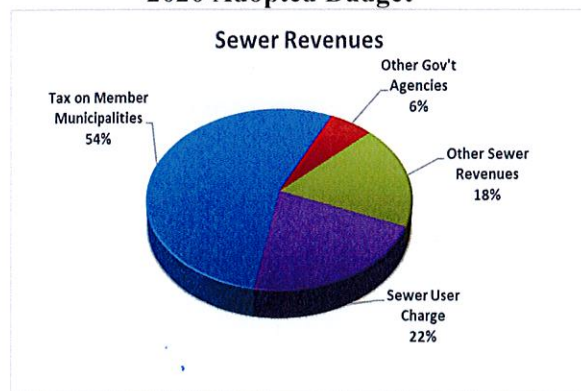
Honorable Commissioners and Citizen Members:

Presented herein is the 2020 Adopted Budget for The Metropolitan District ("MDC"). This budget reflects the collaborative efforts of the MDC and its stakeholders. During 2019 the MDC managed costs and increased efficiencies for the benefit of its customers and the region. Our 2020 Adopted Budget continues to support the essential services and infrastructure the MDC provides its ratepayers and Member Municipalities in accordance with the objectives of our comprehensive asset management program. Accordingly, the MDC has adopted its 2020 operating budget in the amount of \$196.9 million, which is comprised of a \$94.8 million sewer budget and a \$102.1 million water utility budget.

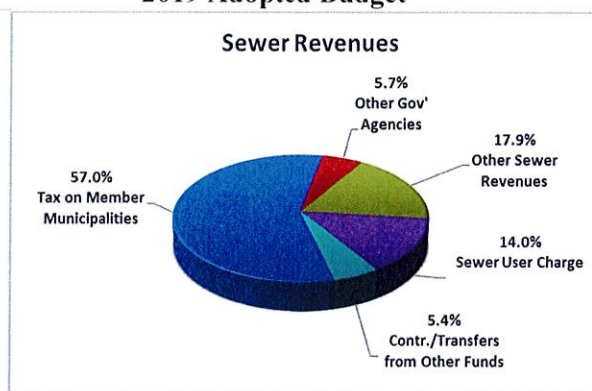
Sewer Operations

The 2020 sewer budget of \$94.8 million is an increase of \$3.6 million, or 3.9 %, above the 2019 adopted sewer budget. The increase in sewer expense is primarily a result of an increase in debt service (\$2.4 million), an increase in employee benefits (\$1.2 million) and an increase of information technologies (\$444,200) which supports upgrades to the current SAP system that has been in place since 1999. The change to the 2020 sewer budget excluding debt service is an increase of \$1.2 million or 2.0%.

**Sewer Revenues
2020 Adopted Budget**



**Sewer Revenues
2019 Adopted Budget**



In order to support the adopted sewer expenses of \$94.8 million, the MDC has set the following revenue rates/assumptions for Fiscal 2020:

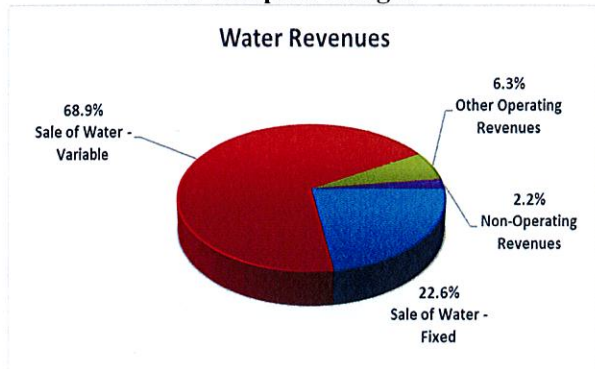
- Ad Valorem Tax to Member Municipalities in the amount of \$51.4 million, which is an increase of \$3.3 million or 6.9% over the 2019 Ad Valorem Tax.
- Sewer User Charge in the amount of \$5.15 per 100 cubic feet (ccf), which is an increase of \$0.51 per ccf or 11% over the 2019 rate.
- Assumes a \$7.00 per month Sewer Customer Service Charge.
- Revenues associated with administrative overhead activities on behalf of the MDC Clean Water Project in the amount of \$8.2 million.

As noted, the overall tax on MDC member towns will increase by 6.9%. In calculating the annual sewer tax, as mandated in the MDC's charter, the impact of the tax on individual member municipalities for sewage treatment may vary. To determine the annual tax for each town, the total sewer tax is divided among the Member Municipalities in proportion to the total revenue received from direct taxation in each town, as averaged over the previous three years. Thus, a town experiencing an increase in tax receipts relatively greater than the other member towns will assume a larger portion of the MDC's total sewer tax.

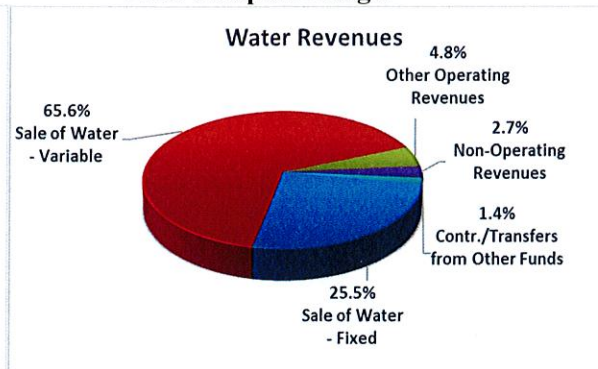
Water Utility Operations

The 2020 water utility budget of \$102.1 million is an increase of \$3.9 million or 4.0%, over the 2019 adopted water utility budget. The increase in water utility expense is a result of increased debt service (\$2.1 million) and employee benefits (\$1.5 million). The change to the 2020 water utility budget excluding debt service is an increase of \$1.9 million or 3.0%.

**Water Revenues
2020 Adopted Budget**



**Water Revenues
2019 Adopted Budget**



In order to support the adopted water utility expenses of \$98.2 million, the MDC has set the following revenue rates/assumptions for Fiscal 2020:

- Base water rate of \$3.97 per 100 cubic feet (ccf) is an increase of \$0.47 from the 2019 level.
- The water consumption assumption of 17.7 million ccf, is unchanged from the 2019 assumption. By implementing the automated meter reading program throughout the District, the MDC is able to readily gather and analyze existing consumption activity. With this insight into customer usage, the MDC is better able to understand the impact of conservation efforts and its impact on aggregate water consumption.
- The Customer Service Charge and the General Surcharge Outside District is based upon demand capacity and covers a portion of the fixed operating and maintenance costs associated with water operations. The rates are unchanged from the 2019 adopted levels.

Effective on and after January 1, 2020, the base water rate will increase to \$3.97 per 100 cubic feet, and the Clean Water Project Charge will increase to \$4.10 per 100 cubic feet.

After factoring in the 2020 rate changes, MDC customers will continue to pay one of the lowest water rates in the state.

Fiscal Responsibility and Financial Management

The MDC continually evaluates its operating policies and procedures as well as how the MDC interacts with its customers and key stakeholders. The 2020 Adopted Budget reaffirms our commitment to cost containment and proactively monitors and evaluates the business and statutory environment.

The table below details the compound annual growth rate (CAGR) of key components of the MDC budget from the period of 2007 to 2020.

Figures represent \$ million with exception to ccf rates

	<u>2007</u>	<u>2020</u>	<u>CAGR</u>
Total MDC Adopted Budget	\$ 101.3	\$ 197.0	5.7%
MDC Adopted Sewer Budget	47.8	94.9	5.9%
MDC Adopted Water Budget	53.5	102.1	5.5%
Total MDC Debt Service	\$ 16.3	\$ 70.3	13.0%
MDC Sewer Debt Service	11.8	36.5	9.9%
MDC Water Debt Service	4.5	33.8	18.3%
Total MDC Non-Debt Expenses	\$ 85.0	\$ 126.7	3.4%
MDC Sewer Non-Debt Expenses	36.0	58.4	4.1%
MDC Water Non-Debt Expenses	49.0	68.3	2.8%
MDC Ad Valorem Tax	\$ 31.0	\$ 51.5	4.3%
MDC Base Water Rate per ccf	\$ 1.96	\$ 3.97	6.1%
MDC Sewer User Charge per ccf	\$ 1.96	\$ 5.15	8.4%
Headcount	651	479	-2.5%

This table reveals that the sewer operations budget (excluding debt service) has grown at a compound annual growth rate of 4.1%, while the Ad Valorem Tax supporting these operations assessed to the eight Member Municipalities of the MDC has only grown at a compound annual growth rate of 4.3%. The MDC has achieved these results through prudent planning, aggressive budget monitoring, cost containment initiatives and cautious use of contingency.

The MDC's 2020 Capital Improvement Program totals \$110.8 million, funded primarily through bond issues, and continues to support our focus on implementing a comprehensive asset management program for wastewater, water, and combined programs.

The MDC continues to undertake initiatives to analyze and develop cost effective strategies with respect to controlling pension and healthcare costs as we move forward, the MDC remains fully committed to providing our customers with safe, pure drinking water, environmentally protective wastewater collection and treatment and other services that measurably benefit the member towns and the customers we serve.

Respectfully submitted,


 Scott W. Jellison, R.E.
 Chief Executive Officer

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Table of Contents

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Table of Contents

Table of Contents	ii-vii
Budget Summary	Section A
Revenue & Expenditure Summary	A1-A4
Revenues: Changes by Source	A5-A8
Expenditures: Changes by Department	A9
Expenditures: Changes by Major Object.....	A10-A12
Expenditures: Statistical Analysis	A13-A14
Budget Appropriations	Section B
Basis of Budgetary Accounting	B1
2020 Budget Expenditures.....	B2
2020 Budget Revenues	B3
Budget Expenditures	Section C
The Metropolitan District	
Organization Chart	C1
Description	C2
District Board	
Five-Year Expenditure Trend.....	C5
Administration.....	C6-C7
Chief Executive Office	
Organization Chart	C9
Chief Executive Office	
Five-Year Expenditure Trend.....	C10
Summary	C11-C12
Administration.....	C13-C14
Communications.....	C15-C16
Human Resources.....	C17-C18
Legal	
Organization Chart	C20
Five-Year Expenditure Trend.....	C21
Administration.....	C22-C23

Table of Contents

Information Technology

Organization Chart	C25
Five-Year Expenditure Trend.....	C26
Summary	C27-C28
Administration	C29-C30
GIS Services	C31-C32

Finance and Procurement

Organization Chart	C34
Finance	
Organization Chart.....	C36
Five-Year Expenditure Trend	C37
Summary	C38-C39
Administration.....	C40-C41
Financial Control	C42-C43
Treasury	C44-C45
Budget.....	C46-C47
Procurement.....	C48-C49
Customer Service	C50-C51

Deputy COO (Operations / Engineering)

Organization Chart	C53
Operating Office	
Organization Chart.....	C55
Five-Year Expenditure Trend	C56
Summary	C57-C58
Administration.....	C59-C60
Engineering & Planning	
Organization Chart.....	C62
Five-Year Expenditure Trend	C63
Summary	C64-C65
Administration.....	C66-C67
Diversity.....	C68-C69
Survey & Inspection.....	C70
Engineering Services.....	C71
Construction Services.....	C72
Technical Services	C73
Environment, Health & Safety	
Organization Chart.....	C75
Five-Year Expenditure Trend	C76
Summary	C77-C78
Administration.....	C79-80
Household Hazardous Waste - District.....	C81-C82
Household Hazardous Waste - Non-District	C83-C84

Table of Contents

Command Center	
Organization Chart.....	C86
Five-Year Expenditure Trend.....	C87
Summary	C88-C89
Administration.....	C90-C91
Utility Services.....	C92-C93
Operations	
Organization Chart.....	C95
Five-Year Expenditure Trend.....	C96
Summary	C97-C98
Administration.....	C99-C100
Systems Repair & Maintenance	C101-C103
Sewer Rehabilitation.....	C104
Laboratory Services	
Organization Chart.....	C106
Five-Year Expenditure Trend.....	C107
Summary	C108-C109
Administration.....	C110-C111
Operations.....	C112-C114
Water Pollution Control	
Organization Chart.....	C116
Five-Year Expenditure Trend.....	C117
Summary	C118-C119
Administration.....	C120-C121
Hartford	C122-C124
East Hartford	C125-C127
Poquonock	C128-C129
Rocky Hill	C130-C131
Maintenance	
Organization Chart.....	C133
Five-Year Expenditure Trend.....	C134
Summary	C135-C136
Administration.....	C137-C138
Facilities and Electronic Maintenance	C139-C141
Administrative Facilities Maintenance	C142-C143
Central Equipment Maintenance	C144-C146
Inventory.....	C147-C148

Table of Contents

Water Treatment & Supply	
Organization Chart.....	C150
Five-Year Expenditure Trend.....	C151
Summary	C152-C153
Administration.....	C154-C155
West Hartford	C156-C158
Bloomfield.....	C159-C160
Facility & Grounds Maintenance.....	C161-C162
Collinsville	C163-C164
Watershed Management	C165-C166
Reservoir Operations and Maintenance	C167-C169
Recreation	C170-C171
Patrol	
Organization Chart.....	C173
Five-Year Expenditure Trend.....	C174
Summary	C175-C176
Administration.....	C177-C178
Recreation	C179-C180
Debt Service	
Five-Year Expenditure Trend.....	C182
Summary	C183-C184
Employee Benefits	
Five-Year Expenditure Trend.....	C186
Summary	C187-C188
General Insurance	
Five-Year Expenditure Trend.....	C190
Summary	C191-C192
Tax and Fees, Special Agreements and Programs, Contingencies	
Taxes and Fees	
Five-Year Expenditure Trend	C194
Summary.....	C195-C196
Special Agreements and Programs	
Five-Year Expenditure Trend	C197
Summary.....	C198-C199
Sewer.....	C200-C201
Water	C202-C203
Contingencies	
Five-Year Expenditure Trend	C204
Summary.....	C205-C206

Table of Contents

Hydroelectric

Five-Year Expenditure Trend.....	C208
Summary	C209-C210
Goodwin.....	C211-C212
Development.....	C213-C214
Colebrook.....	C215-C216

Budget Revenues.....Section D

Revenue Summary

Revenue Breakdown	D2
Description of Revenue Services.....	D3
Water Utility and Sewer Revenues	D4
Hydroelectric	D5

Water Utility Revenues

Revenue Breakdown	D7
Five-Year Revenue Trend	D8
Water Utility Revenues	
Sale of Water and Other Operating Revenues	D9-D10
Non-Operating Revenues.....	D11-D12
Other Non-Operating Revenues.....	D13
Water Consumption by Customer Class (CCF)	D14

Sewer Revenues

Revenue Breakdown	D16
Five-Year Revenue Trend	D17
Sewer Revenues	
Tax on Member Municipalities.....	D18-D19
Other Government Agencies.....	D20
Other Sewer Revenues	D21-D22
Sewer User Charge.....	D23
Other Financing Sources.....	D24
Designated From Surplus.....	D25

Hydroelectric Revenues

Revenue Breakdown	D27
Five-Year Revenue Trend	D28
Summary	D29
Power Generation by Kilowatt Hours	D30

Exhibits.....Section E

Water and Sewer Revenues and Other Financing Sources.....	E1
Tax Computation Schedule.....	E2
Member Municipalities - Economic and Demographic Information.....	E3
Historical Water Use Rates	E4
Historical Water Surcharges	E5
Historical Water Assessment Rates And Other Related Charges And Special Rules And Charges	E6-E8

Table of Contents

Historical Sewer Rates.....	E9
Compound Annual Growth Rate Schedule	E10
Historical Headcount.....	E11
Glossary	Section F
Glossary.....	F1-F9
Capital Improvement Program.....	Section G
Summary	G1-G5
Debt Administration Policy	G6
Appropriation	G7
Wastewater	G8-G17
Water	G18-G25
Combined	G26-G33
Referendum 1.....	G34-G37
Referendum 2	G38-G39
Supplement	G40-G46

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**SECTION
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Budget Summary

Revenue & Expenditure Summary

The District's budget for 2020 totals \$196,997,800; a \$7,529,600 or 4.0% increase from the appropriation level adopted in support of 2019 operations and programs. The following table summarizes the Adopted 2020 operating revenues and expenditures for the District's Water and Sewer operations.

Budget Summary

Revenue & Expenditure Summary

	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Water Revenues</u>				
Sale of Water	\$80,399,338	\$89,124,600	\$85,230,491	\$93,383,500
Other Operating Revenue	3,631,304	6,820,200	5,590,307	6,472,600
Subtotal Operating Revenue	84,030,643	95,944,800	90,820,799	99,856,100
Non-Operating Revenues	2,517,195	2,262,600	2,287,776	2,282,600
Total Water Revenue	86,547,837	98,207,400	93,108,574	102,138,700
<u>Sewer Revenues</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue for Other Gov't Agencies	5,819,728	4,958,400	5,514,708	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	14,048,559	17,414,100
Sewer User Charge Revenues	9,804,813	17,540,900	17,350,746	20,402,900
Subtotal Operating Revenue	78,189,485	87,760,800	85,067,113	94,859,100
Surplus Designated from Prior Yr.	-	3,500,000	-	-
Total Sewer Revenues	78,189,485	91,260,800	85,067,113	94,859,100
Total Water and Sewer Revenues	\$164,737,322	\$189,468,200	\$178,175,687	\$196,997,800
<u>Expenditures</u>				
District Board	\$341,804	\$395,500	\$337,040	\$415,500
Executive Office	2,639,892	3,067,600	2,771,290	3,022,600
Legal	1,732,933	1,727,900	1,632,256	1,589,800
Information Technology	6,553,180	6,928,100	6,846,226	8,274,200
Finance	6,219,780	6,886,300	6,623,847	7,183,300
Environment, Health & Safety	837,666	964,800	925,787	954,000
Engineering and Planning	1,035,664	1,333,400	1,103,796	1,352,900
Command Center	4,008,463	4,116,300	4,070,460	4,340,600
Operating Office	489,973	757,000	553,235	697,000
Operations	10,676,631	10,721,600	10,598,407	11,000,600
Laboratory Services	1,588,427	1,775,600	1,709,436	1,809,300
Water Pollution Control	15,139,661	17,462,200	15,503,541	17,616,800
Maintenance	10,673,340	10,946,200	10,273,875	11,502,600
Water Treatment & Supply	8,136,065	8,944,700	7,540,162	8,310,200
Patrol	1,531,276	1,719,500	1,420,263	1,672,100
Debt Service	52,968,800	65,822,800	63,767,352	70,293,800
Employee Benefits	19,892,631	28,507,900	28,312,171	31,278,000
General Insurance	4,011,086	4,747,100	4,549,123	5,926,700
Taxes and Fees	3,485,423	3,610,500	3,626,442	3,810,500
Special Agr. and Programs	3,811,869	5,033,200	4,094,360	3,967,300
Contingencies	-	4,000,000	-	1,980,000
Total Water and Sewer Budget	\$155,774,562	\$189,468,200	\$176,259,070	\$196,997,800

Budget Summary

Revenue & Expenditure Summary

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

	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
REVENUES				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue for Other Gov't Agencies	5,819,728	4,958,400	5,514,708	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	14,048,559	17,414,100
Sewer User Charge Revenues	9,804,813	17,540,900	17,350,746	20,402,900
Subtotal	78,189,485	87,760,800	85,067,113	94,859,100
Surplus Designated from Prior Yr.	-	3,500,000	-	-
Total Revenue	\$78,189,485	\$91,260,800	\$85,067,113	\$94,859,100
EXPENDITURES				
District Board	\$167,500	\$193,800	\$165,100	\$203,600
Executive Office	1,293,500	1,503,100	1,357,900	1,481,100
Legal	849,100	846,700	799,800	779,000
Information Technology	2,162,600	2,286,300	2,259,300	2,730,500
Finance	3,047,800	3,374,200	3,245,700	3,519,900
Environment, Health & Safety	410,500	472,800	453,700	467,500
Engineering and Planning	507,500	653,400	540,900	662,900
Command Center	1,362,800	1,399,500	1,383,900	1,475,800
Operating Office	240,100	370,900	271,100	341,500
Operations	2,669,200	2,680,500	2,649,600	2,750,100
Laboratory Services	762,500	852,300	820,500	868,400
Water Pollution Control	15,139,661	17,462,200	15,503,541	17,616,800
Maintenance	5,229,900	5,363,600	5,034,200	5,636,200
Debt Service	26,991,511	34,069,500	32,427,122	36,468,600
Employee Benefits	8,951,700	12,828,600	12,740,500	14,075,100
General Insurance	1,203,300	1,424,100	1,364,700	2,370,700
Special Agr. and Programs	998,132	1,479,300	1,074,236	1,431,400
Contingencies	-	4,000,000	-	1,980,000
Total Expenses	\$71,987,304	\$91,260,800	\$82,091,800	\$94,859,100

Budget Summary

Revenue & Expenditure Summary

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

	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>REVENUES</u>				
Sale of Water	\$80,399,338	\$89,124,600	\$85,230,491	\$93,383,500
Other Operating Revenues	3,631,304	6,820,200	5,590,307	6,472,600
Subtotal	\$84,030,643	\$95,944,800	\$90,820,799	\$99,856,100
Non-Operating Revenues	2,517,195	2,262,600	2,287,776	2,282,600
Total Revenue	\$86,547,837	\$98,207,400	\$93,108,574	\$102,138,700
<u>EXPENDITURES</u>				
District Board	\$174,304	\$201,700	\$171,940	\$211,900
Executive Office	1,346,392	1,564,500	1,413,390	1,541,500
Legal	883,833	881,200	832,456	810,800
Information Technology	4,390,580	4,641,800	4,586,926	5,543,700
Finance	3,171,980	3,512,100	3,378,147	3,663,400
Environment, Health & Safety	427,166	492,000	472,087	486,500
Engineering and Planning	528,164	680,000	562,896	690,000
Command Center	2,645,663	2,716,800	2,686,560	2,864,800
Operating Office	249,873	386,100	282,135	355,500
Operations	8,007,431	8,041,100	7,948,807	8,250,500
Laboratory Services	825,927	923,300	888,936	940,900
Maintenance	5,443,440	5,582,600	5,239,675	5,866,400
Water Treatment & Supply	8,136,065	8,944,700	7,540,162	8,310,200
Patrol	1,531,276	1,719,500	1,420,263	1,672,100
Debt Service	25,977,289	31,753,300	31,340,230	33,825,200
Employee Benefits	10,940,931	15,679,300	15,571,671	17,202,900
General Insurance	2,807,786	3,323,000	3,184,423	3,556,000
Taxes and Fees	3,485,423	3,610,500	3,626,442	3,810,500
Special Agr. and Programs	2,813,738	3,553,900	3,020,124	2,535,900
Total Expenses	\$83,787,258	\$98,207,400	\$94,167,270	\$102,138,700

Budget Summary

Revenues: Changes by Source

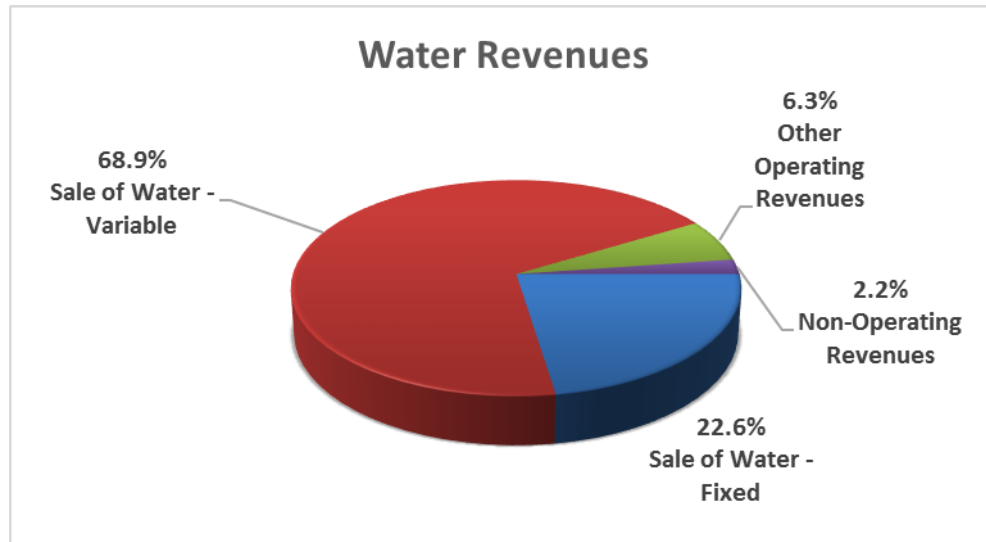
Adopted water and sewer revenues for 2020 total \$196,997,800 an increase of \$7,529,800 or 4.0% from the adopted 2019 level. The sewer revenues have increased by \$3,598,300 and the water revenues increased by \$3,931,300.

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$80,399,338	\$89,124,600	\$85,230,491	\$93,383,500
Other Operating Revenues	3,631,304	6,820,200	5,590,307	6,472,600
Total Operating Revenues	84,030,643	95,944,800	90,820,799	99,856,100
Non-Operating Revenues	2,517,195	2,262,600	2,287,776	2,282,600
Total Water Revenues	\$86,547,837	\$98,207,400	\$93,108,574	\$102,138,700
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue from Other Govt. Agencies	5,819,728	4,958,400	5,514,708	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	14,048,559	17,414,100
Sewer User Charge Revenues	9,804,813	17,540,900	17,350,746	20,402,900
Total Operating Revenues	78,189,485	87,760,800	85,067,113	94,859,100
Designated from Surplus	-	3,500,000	-	-
Total Other Revenues	-	3,500,000	-	-
Total Sewer Revenues	\$78,189,485	\$91,260,800	\$85,067,113	\$94,859,100
Total Water and Sewer Revenues	\$164,737,322	\$189,468,200	\$178,175,687	\$196,997,800

Budget Summary

Revenues: Changes by Source

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



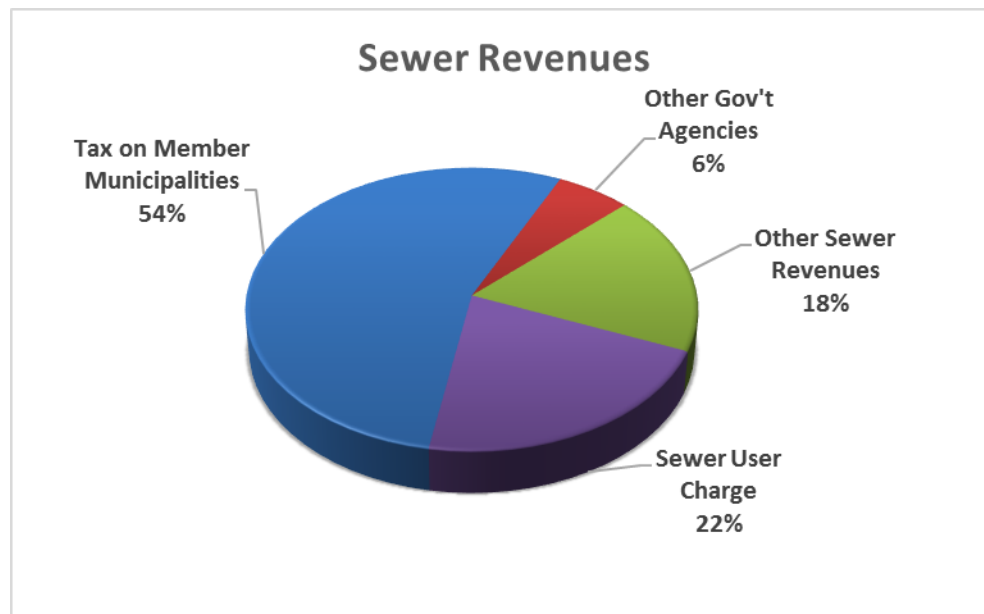
Water: \$3,931,300

- **Sale of Water:** An overall increase of \$3,931,300 is primarily driven by the 2020 water rate increase.

Budget Summary

Revenues: Changes by Source

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



Sewer: \$3,598,300

- ***Tax on Member Municipalities:*** Assumes a \$3,322,600 or 6.9% increase in the tax levy on the District's member municipalities. Each member municipality pays a proportionate share of the tax based on the total revenue it receives from property taxation, as averaged over the prior three years.
- ***Other Government Agencies:*** Revenues will increase slightly from 2019 to 2020 Adopted levels by \$608,000, an increase associated with Sludge Handling Services.
- ***Other Sewer Revenues:*** An overall increase of \$305,700 is primarily driven by an increase in Septage & FOG Fees.
- ***Sewer User Charges:*** The sewer user rate will increase from \$4.64 per CCF to \$5.15 per CCF.

Budget Summary

Revenues: Changes by Source

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

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

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

Budget Summary

Expenditures: Changes by Department

The District's expenditure budget for 2020 totals \$196,997,800; a \$7,529,600 or 4.0% increase from the appropriation level adopted in support of 2019 operations and programs. The following table summarizes the changes by department.

	2018 Actual	2019 Adopted	2020 Adopted	Change
District Board	341,804	395,500	415,500	20,000
Executive Office	2,639,892	3,067,600	3,022,600	(45,000)
Legal	1,732,933	1,727,900	1,589,800	(138,100)
Information Technology	6,553,180	6,928,100	8,274,200	1,346,100
Finance	6,219,780	6,886,300	7,183,300	297,000
Environment, Health & Safety	837,666	964,800	954,000	(10,800)
Engineering and Planning	1,035,664	1,333,400	1,352,900	19,500
Command Center	4,008,463	4,116,300	4,340,600	224,300
Operating Office	489,973	757,000	697,000	(60,000)
Operations	10,676,631	10,721,600	11,000,600	279,000
Laboratory Services	1,588,427	1,775,600	1,809,300	33,700
Water Pollution Control	15,139,448	17,462,200	17,616,800	154,600
Maintenance	10,673,340	10,946,200	11,502,600	556,400
Water Treatment & Supply	8,136,065	8,944,700	8,310,200	(634,500)
Patrol	1,531,276	1,719,500	1,672,100	(47,400)
Debt Service	52,968,800	65,822,800	70,293,800	4,471,000
Employee Benefits	19,892,631	28,507,900	31,278,000	2,770,100
General Insurance	4,011,086	4,747,100	5,926,700	1,179,600
Taxes and Fees	3,485,423	3,610,500	3,810,500	200,000
Special Agr. and Programs	3,811,869	5,033,200	3,967,300	(1,065,900)
Contingencies	-	4,000,000	1,980,000	(2,020,000)
Total Water and Sewer Budget	\$155,774,349	\$189,468,200	\$196,997,800	\$7,529,600

Budget Summary

Expenditures: Changes by Major Object

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

Major Object	2018 Actual	2019 Adopted	2020 Adopted	\$ Change
Payroll				
Regular Pay	\$36,158,179	\$39,275,300	\$39,643,000	\$367,700
Overtime Pay	4,242,382	3,863,300	4,076,200	212,900
Temporary Help	438,324	531,600	538,400	6,800
Standby & Premium Pay	223,925	239,200	300,600	61,400
Longevity Pay	68,688	74,700	71,900	(2,800)
Total Payroll	\$41,131,497	\$43,984,100	\$44,630,100	\$646,000
Operations				
General Operations	\$14,910,560	\$16,172,600	\$17,131,600	\$959,000
Legal Services	647,728	808,700	808,700	-
Collection Services	622,209	900,000	721,800	(178,200)
Fuel for Incin., Pump. and Heating	1,197,427	1,518,700	1,424,500	(94,200)
Chemicals	1,701,442	2,042,400	2,121,400	79,000
Utilities	5,502,772	6,301,100	6,395,600	94,500
Debt	52,816,232	65,414,100	69,885,100	4,471,000
Nitrogen Credits	810,820	1,000,000	1,347,000	347,000
Pension Regular	5,328,000	4,727,000	5,551,000	824,000
OPEB	4,099,000	7,602,000	8,524,000	922,000
Employee Benefits	10,384,537	16,093,900	17,037,100	943,200
Insurance	3,944,911	4,642,100	5,818,500	1,176,400
Taxes and Fees	3,485,423	3,610,500	3,810,500	200,000
Special Agrmts and Programs	3,082,603	4,002,200	3,114,500	(887,700)
Total Operations	108,533,663	134,835,300	143,691,300	8,856,000
Maintenance	6,081,309	6,633,800	6,696,400	62,600
Capital Outlay	92,880	15,000	-	(15,000)
Contingencies	-	4,000,000	1,980,000	(2,020,000)
Total	\$155,839,349	\$189,468,200	\$196,997,800	\$7,529,600

Budget Summary

Expenditures: Changes by Major Object

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

Payroll: \$646,000

- **Regular Pay** the \$367,700 increase reflects increment and cost-of-living increases, and the transfer of positions from CIP to the operating budget, offset by retirements.
- **Overtime** increase of \$212,900 reflects COLA increases and the anticipated increase in storm activity and emergency response services.
- A \$6,800 increase in **Temporary Help** reflects The District's incurred costs to implement the summer Learn & Earn Program.
- **Longevity Pay** will decrease \$2,800 due to participation.

Operations: \$8,856,000

- **General Operations** expenditures are increasing by \$959,000 primarily as a result of an increase in **Outside Services, Consultant Services and Materials from Stock**.
- **Fuel for Incineration, Pumping and Heating** is decreasing by \$94,200 due to projected decrease in usage and rates.
- **Chemicals** are increasing by \$79,000 primarily due to increased chemical usage at various facilities throughout the District.
- **Utilities** are increasing by \$94,500 as the result of anticipated usage at various treatment facilities due to construction and winter/summer reliability costs.
- **Debt Service**, a net increase of \$4,471,000 reflects an increase in the sum of principal payments and issuances for 2020.
- **Nitrogen Credits** are projected to be higher by \$347,000. DEEP establishes the rates for the DEEP Nitrogen Credit Program, which provides for the purchase of nitrogen credits to address the levels of nitrogen being discharged into Long Island Sound.
- **Pension** allotment increase of \$824,000 is based on the District's actuary and allocated upon payroll.
- **OPEB** is increasing by \$922,000, to offset the current unfavorable OPEB Trust Fund balance and align the annual required contributions to reflect The District's OPEB Obligation.
- **Employee Benefits** are increasing by \$943,200. The budget reflects costs associated with rising insurance costs and *Social Security*.
- **General Insurance** is higher by \$1,176,400 due to an increase in rates and new facilities being brought on-line.
- **Taxes and Fees**, an increase in 2020 by \$200,000 reflects anticipated spend.

Budget Summary

Expenditures: Changes by Major Object

- ***Special Agreements and Programs*** are expected to decrease by \$887,700. This decrease is primarily driven by the reduction in *Riverfront Recapture*, *Legal Services*, and discontinuing Colebrook operations in 2020.

Maintenance: \$62,600

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

Capital Outlay: (\$15,000)

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

Contingency: (\$2,020,000)

- The ***Contingency*** account has decreased from prior year.

Budget Summary

Expenditures: Statistical Analysis

The following two tables show the Major Object and the Major Objects grouped into categories as a percentage of the 2020 overall budget.

Debt	\$69,885,100	35.48%
Payroll	44,630,100	22.66%
General Operations	17,131,600	8.70%
Utilities	6,395,600	3.25%
Employee Benefits	17,037,100	8.65%
Maintenance	6,696,400	3.40%
Pension Regular	5,551,000	2.82%
Other Post Employee Benefits	8,524,000	4.33%
Insurance	5,818,500	2.95%
Chemicals	2,121,400	1.08%
Taxes and Fees	3,810,500	1.93%
Fuel for Incin., Pump. and Heating	1,424,500	0.72%
Contingency	1,980,000	1.01%
Nitrogen Credits	1,347,000	0.68%
Special Agrmts and Programs	3,114,500	1.58%
Legal Services	808,700	0.41%
Collection Services	721,800	0.37%
Total Operations	\$196,997,800	100.00%

CATEGORY	AMOUNT	% OF BUDGET
Payroll Related	\$75,742,200	38.45%
Debt	69,885,100	35.48%
General Operations	17,131,600	8.70%
Contingency	1,980,000	1.01%
Utilities	7,820,100	3.97%
Maintenance	6,696,400	3.40%
Insurance	5,818,500	2.95%
Chemicals	2,121,400	1.08%
Taxes & Fees	3,810,500	1.93%
Legal	1,530,500	0.78%
Special Agrmts & Prgms	3,114,500	1.58%
Nitrogen Credits	1,347,000	0.68%
	\$196,997,800	100.00%

Budget Summary

Expenditures: Statistical Analysis

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

Expenditure Classification	2019 Adopted	2020 Proposed	Change	Percent Change
System Support	500,000	1,662,000	1,162,000	232.40%
Liability-Claims	3,000,000	4,000,000	1,000,000	33.33%
Chlorine	25,000	46,000	21,000	84.00%
Employee Activities	22,000	38,000	16,000	72.73%
General Property	315,000	450,000	135,000	42.86%
Interest & Note Issue Expense	636,100	893,600	257,500	40.48%
Ground Care	209,100	288,300	79,200	37.88%
DEP Nitrogen Credits	1,000,000	1,347,000	347,000	34.70%
Standby & Premium Pay	239,200	300,600	61,400	25.67%
Building Maintenance	399,500	499,500	100,000	25.03%
Household Hazardous Waste Disposal	165,000	200,000	35,000	21.21%
Custodial Services	366,500	441,400	74,900	20.44%
Computer Equipment & Supplies	108,000	128,000	20,000	18.52%
OPEB Trust Contribution	7,602,000	8,524,000	922,000	12.13%
Consultant Services	1,869,100	1,969,800	100,700	5.39%
Transportation Equipment	352,000	382,000	30,000	8.52%
Interest on Bonds	22,866,000	24,741,500	1,875,500	8.20%
Mobile Communications	295,000	318,000	23,000	7.80%
Infrastructure Software	2,359,000	2,531,000	172,000	7.29%
Blue Cross	12,716,000	13,626,000	910,000	7.16%
Principal on Bonds	41,912,000	44,250,000	2,338,000	5.58%
Regular Pay	39,275,300	39,643,000	367,700	0.94%
Riverfront Facility Maintenance	1,250,000	600,000	(650,000)	-52.00%
Grit/Screening Disposal	441,500	379,800	(61,700)	-13.98%
Diversity Programs	70,000	60,000	(10,000)	-14.29%
Licenses & Registration	20,400	17,200	(3,200)	-15.69%
Office Supplies & Expenses	183,700	151,200	(32,500)	-17.69%
Reservoir Structures	112,000	92,000	(20,000)	-17.86%
Other Source Structures	37,500	30,000	(7,500)	-20.00%
Postage	60,000	45,000	(15,000)	-25.00%
Fuel for Pumping	174,500	122,300	(52,200)	-29.91%
Police Services	655,000	450,000	(205,000)	-31.30%
Sewers	70,000	45,000	(25,000)	-35.71%
Contingencies	4,000,000	1,980,000	(2,020,000)	-50.50%
Mains	82,000	7,000	(75,000)	-91.46%
Colebrook Reservoir Lease	889,300	-	(889,300)	-100.00%
Totals	189,468,200	196,997,800	7,529,600	4.0%

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**SECTION
B**

Basis of Budgetary Accounting

- Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.
- Modified Accrual Basis — All government funds are accounted for using the modified accrual basis of accounting and a current financial resources measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources.” Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.
- Revenues are recorded when measurable and available to finance current operations. Revenues susceptible to accrual must be collected within 60 days following the end of the fiscal year and would generally include expenditure reimbursement grants, certain intergovernmental revenues and operating transfers and excludes miscellaneous revenues that are generally not measurable until actually received. Revenue from taxes on member towns is considered “measurable” in the year in which the taxes are levied and is recognized at that time. Interest revenue is susceptible to accrual since it is measurable and available.
- Sanitary sewer assessments are recognized as revenue in the year in which an installment becomes due, since they are both measurable and available. Annual installments not yet due are recorded as assets and are offset by deferred revenue.
- Sewer user charges are susceptible to accrual. They become measurable, as the usage is known and available as billed.
- Expenditures are generally recognized when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated unpaid vacation, sick pay and other employee amounts are recognized only on the current year and the long-term portion is recognized in the government-wide financial statements of the CAFR; and (2) principal and interest on general long-term debt is recognized when due.
- Accrual Basis — All proprietary fund types are accounted for on a cost of services or “capital maintenance” measurement focus. This means that all assets and liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.
- The proprietary fund types, the Pension and Other Post Employment Benefits (OPEB) Trust Funds are accounted for using the accrual basis of accounting and the flow of economic resources measurement focus. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

2020 Budget Expenditures

Budget Appropriations	Water	Sewer	Total
District Board	\$ 211,900	\$ 203,600	\$ 415,500
Executive Office	1,541,500	1,481,100	3,022,600
Legal	810,800	779,000	1,589,800
Information Technology	5,543,700	2,730,500	8,274,200
Finance	3,663,400	3,519,900	7,183,300
Environment, Health and Safety	486,500	467,500	954,000
Engineering and Planning	690,000	662,900	1,352,900
Customer Service	2,864,800	1,475,800	4,340,600
Operating Office	355,500	341,500	697,000
Operations	8,250,500	2,750,100	11,000,600
Laboratory Services	940,900	868,400	1,809,300
Water Pollution Control	-	17,616,800	17,616,800
Maintenance	5,866,400	5,636,200	11,502,600
Water Treatment & Supply	8,310,200	-	8,310,200
Patrol	1,672,100	-	1,672,100
Debt Service	33,825,200	36,468,600	70,293,800
Employee Benefits	17,202,900	14,075,100	31,278,000
General Insurance	3,556,000	2,370,700	5,926,700
Taxes and Fees	3,810,500	-	3,810,500
Special Agreements and Programs	2,535,900	1,431,400	3,967,300
Contingencies	-	1,980,000	1,980,000
Total Water and Sewer Budget	\$ 102,138,700	\$ 94,859,100	\$ 196,997,800
Hydroelectric			\$ 610,300

2020 Budget Revenues

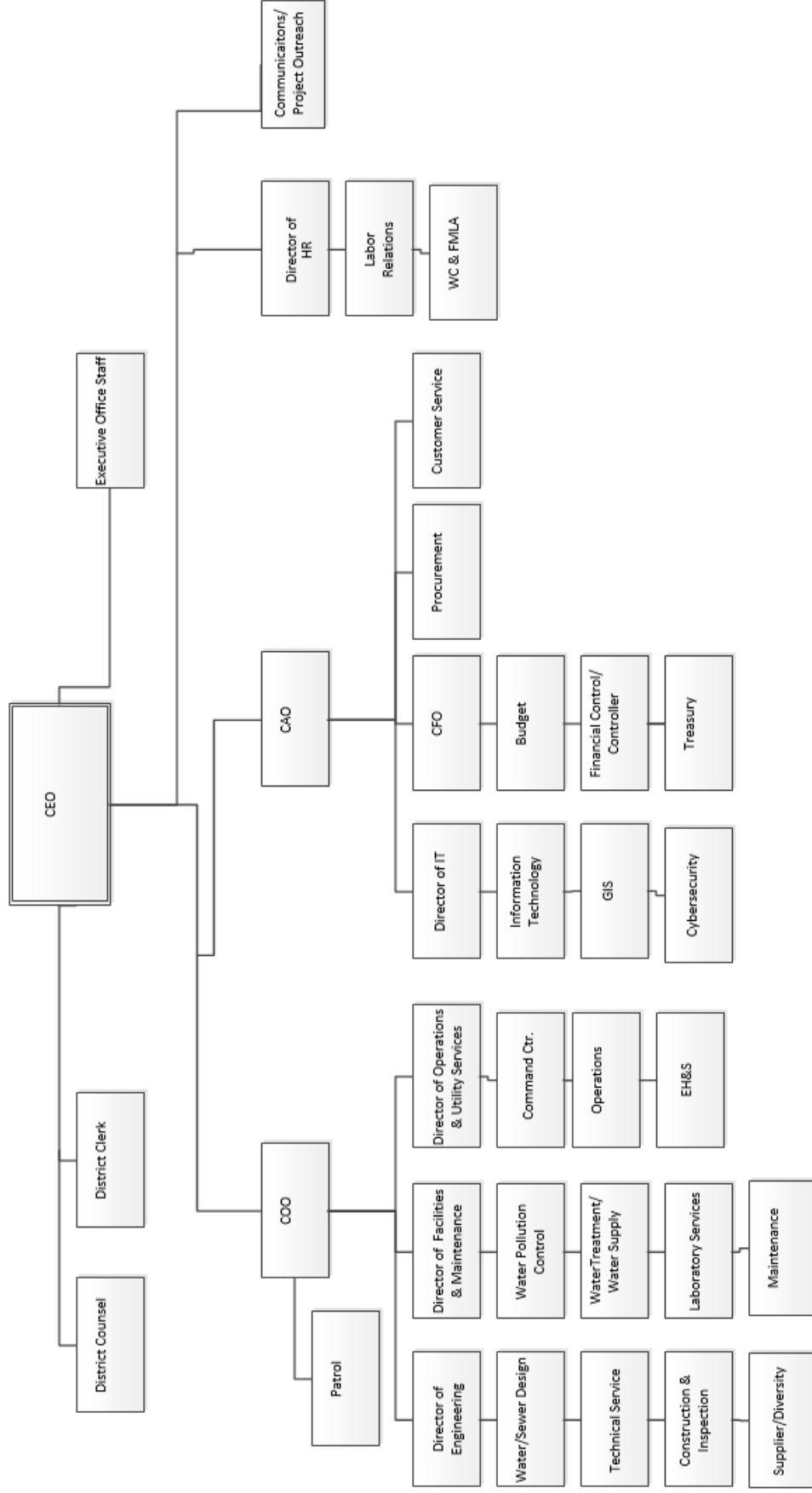
Revenue	Total
Water Revenues	
Operating Revenues	
Sale of Water	\$ 93,383,500
Other Operating Revenues	6,472,600
Subtotal Operating Revenues	<u>99,856,100</u>
Non-Operating Revenues	<u>2,282,600</u>
Total Source of Revenues – Water Operations	<u><u>\$ 102,138,700</u></u>
Sewer Revenues	
Operating Revenues	
Tax on Member Municipalities	\$ 51,475,700
Revenue from Other Government Agencies	5,566,400
Other Sewer Revenues	17,414,100
Sewer User Charge Revenues	20,402,900
Total Source of Revenues – Sewer Operations	<u><u>\$ 94,859,100</u></u>
Total Source of Revenues – Water and Sewer Operations	\$ 196,997,800
Hydroelectric Revenues	\$ 610,300

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EXPENDITURES

***SECTION
C***

The Metropolitan District



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The Metropolitan District

Description

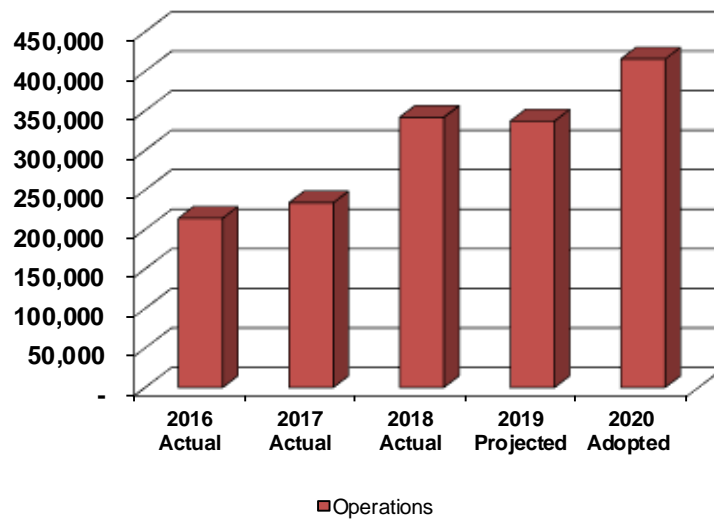
- The Metropolitan District (MDC), Hartford County, Connecticut is a non-profit municipal corporation established in 1929 by Special Act 511 of the Connecticut General Assembly. Member municipalities incorporated in the District are: the City of Hartford and the Towns of East Hartford, West Hartford,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

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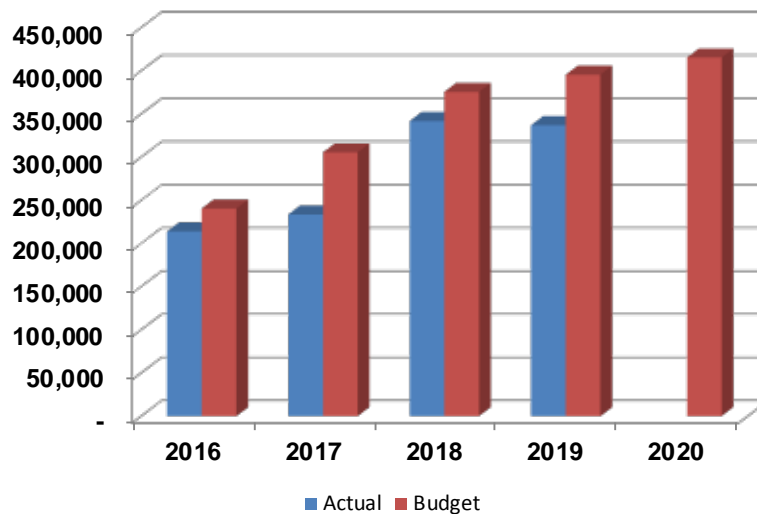
District Board

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Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	-	-	-	-	-
Operations	214,056	233,600	341,804	337,040	415,500
Maintenance	-	-	-	-	-
Total	214,056	233,600	341,804	337,040	415,500



	2016	2017	2018	2019	2020
Actual	214,056	233,600	341,804	337,040	
Budget	240,500	305,500	375,500	395,500	415,500
Variance	(26,444)	(71,900)	(33,696)	(58,460)	

Administration**Description**

By Charter, the affairs and policies of The Metropolitan District are governed by a Board of Commissioners (the District Board) composed of thirty-three members: seventeen appointed by the District's member municipalities (Bloomfield, East Hartford, Hartford, Newington, Rocky Hill, West Hartford, Wethersfield and Windsor); eight appointed by the Governor; four appointed by the leadership of the Connecticut General Assembly; and four appointed by the non-member towns.

The District Board has broad authority with regard to providing services for the region, including the creation, maintenance, extension and operation of public water and sanitary sewer systems; the authority to collect and dispose of refuse; and the operation and maintenance of resources recovery facilities. The Metropolitan District is also authorized to construct, operate and maintain hydroelectric dams and to provide for the transmission, sale and distribution of the electricity produced by District hydroelectric facilities.

The establishment of policy and oversight of the administration is the responsibility of two major bureaus of the District Board – the Bureau of Public Works and the Water Bureau – and of the following Chartered or standing committees: the Board of Finance; Commission on Regional Planning; Community Affairs; General Policy and Planning; Internal Audit; MDC Government; Organization; Personnel, Pension and Insurance; and Farmington River Watershed Advisory.

Budget Commentary

The District Board budget for the coming year is \$415,500, an increase of \$20,000 or 5.1% over the adopted level for 2019.

Operations: \$20,000

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

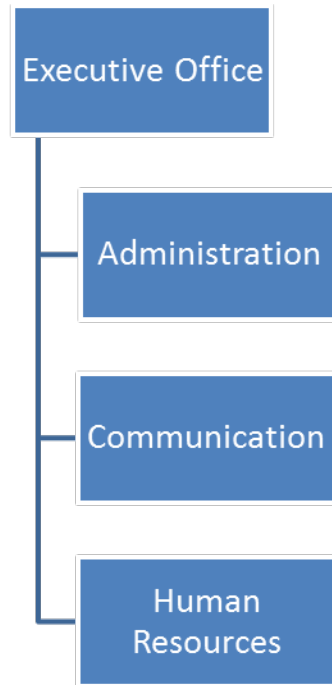
Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Operations</u>				
513010	Office Supplies & Expenses	1,907	5,000	5,081	5,000
511120	Meeting Expenses	30,002	35,000	21,658	35,000
511110	Business Travel	526	500	898	500
512080	Outside Services	169,370	195,000	165,611	195,000
512010	Auditing	140,000	160,000	143,792	180,000
	Total Expenditure Classification	341,804	395,500	337,040	415,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	167,500	193,800	165,100	203,600
	Water Allocation 51%	174,304	201,700	171,940	211,900
	Total Funding Allocation	341,804	395,500	337,040	415,500

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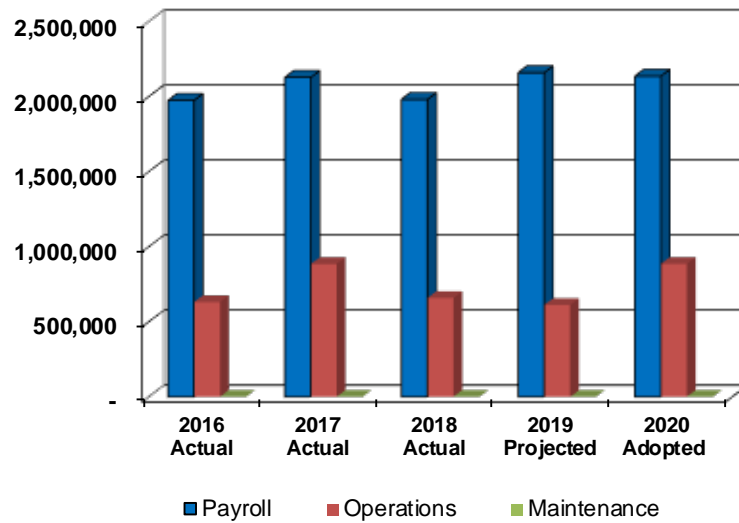
Chief Executive Office

Administration
Communications
Human Resources

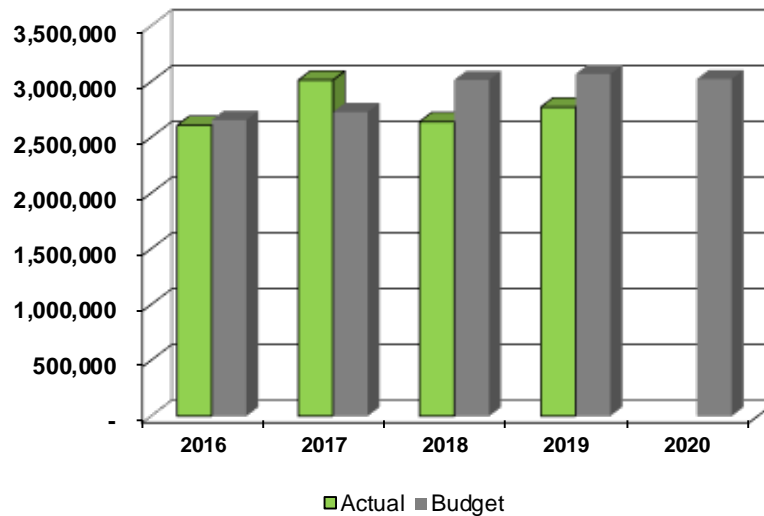


Chief Executive Office

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	1,975,100	2,127,900	1,981,827	2,159,669	2,136,100
Operations	631,800	885,150	658,065	611,620	886,500
Maintenance	-	800	-	-	-
Total	2,606,900	3,013,850	2,639,892	2,771,290	3,022,600



	2016	2017	2018	2019	2020
Actual	2,606,900	3,013,850	2,639,892	2,771,290	
Budget	2,654,800	2,726,400	3,013,850	3,067,600	3,022,600
Variance	(47,900)	287,450	(373,958)	(296,310)	

Chief Executive Office

Summary

Description

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

Budget Commentary

The overall Chief Executive Office budget totals \$3,022,600 which reflects a decrease of \$45,000 or 1.5% decrease below the operating expenditure level adopted for the 2019 year. Details regarding the three activity budgets that comprise the Chief Executive Office — Administration, Communications and Human Resources — are on subsequent pages.

Chief Executive Office

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	878,020	950,300	903,945	942,600
Communications	432,815	593,200	456,613	600,600
Human Resources	1,329,057	1,524,100	1,410,731	1,479,400
<i>Total Summary by Activity</i>	2,639,892	3,067,600	2,771,290	3,022,600
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,763,658	1,994,300	1,947,816	1,880,500
Overtime	1,796	800	5,034	1,800
Temporary Help	212,923	250,000	203,844	250,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,450	3,300	2,975	3,800
<i>Total Payroll</i>	1,981,827	2,248,400	2,159,669	2,136,100
Operations	658,065	819,200	611,620	886,500
Maintenance	-	-	-	-
Capital	-	-	-	-
<i>Total Summary by Major Accounts</i>	2,639,892	3,067,600	2,771,290	3,022,600
<u>Funding Allocation</u>				
Sewer Allocation 49%	1,293,500	1,503,100	1,357,900	1,481,100
Water Allocation 51%	1,346,392	1,564,500	1,413,390	1,541,500
<i>Total Funding Allocation</i>	2,639,892	3,067,600	2,771,290	3,022,600
<u>Authorized Positions</u>				
Administration	5	5	5	5
Communications	3	2	2	2
Human Resources	8	8	8	8
<i>Total Authorized Positions</i>	16	15	15	15

Administration**Description**

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

Budget Commentary

The Chief Executive Office - Administration budget for the coming year is \$942,600, decreasing by \$7,700 or 0.8% below the level adopted for 2019.

Payroll: (\$49,000)

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

Operations: \$41,300

- *Dues – Professional Associations* costs have increased due to Isle-Northeast Tag Dues scheduled to be paid in 2020, which has caused an increase in the total amount of dues scheduled to be paid.
- *Outside Services* costs expected to increase this year due to historic spending and Special Programs as required by the Executive Office.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	758,730	757,900	789,825	707,400
501050	Overtime	41	-	908	1,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,875	1,200	1,075	1,700
	Total Payroll	760,647	759,100	791,808	710,100
	<u>Operations</u>				
512110	Legal Advertising	2,671	12,000	20,359	12,000
512340	Liens Caveats Certificates of Installment	34,134	78,000	18,856	78,000
513010	Office Supplies & Expenses	5,251	6,000	2,763	6,000
511220	Dues-Professional Associations	47,678	60,000	47,231	80,000
511210	Books & Subscriptions	795	700	690	700
511120	Meeting Expenses	14,569	12,000	14,296	12,000
511110	Business Travel	3,843	1,500	6,542	3,500
512080	Outside Services	1,543	20,000	-	39,300
519070	Sponsored Events	6,889	1,000	1,400	1,000
	Total Operations	117,373	191,200	112,137	232,500
	Total Expenditure Classification	878,020	950,300	903,945	942,600
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	430,200	465,600	442,900	461,900
	Water Allocation 51%	447,820	484,700	461,045	480,700
	Total Funding Allocation	878,020	950,300	903,945	942,600
	<u>Authorized Positions</u>				
	Assistant to CEO	1	1	1	1
	Assistant to the COO	1	1	1	1
	Chief Executive Officer	1	1	1	1
	Executive Assistant	2	1	1	1
	Professional Level Trainee	-	1	1	1
	Total Authorized Positions	5	5	5	5

Communications**Description**

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

Budget Commentary

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

Payroll: \$7,400

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

Communications

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	236,593	245,800	277,488	253,200
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	350	400	350	400
	<i>Total Payroll</i>	236,943	246,200	277,838	253,600
	<i>Operations</i>				
519090	Advertising	2,245	5,500	2,322	5,500
513010	Office Supplies & Expenses	3,294	3,000	5,543	3,000
511210	Periodic Publications	65,361	87,000	55,105	87,000
511100	Seminars & Conventions	2,224	2,000	80	2,000
511120	Meeting Expenses	1,333	3,000	1,843	3,000
512080	Outside Services	-	62,000	41,212	62,000
512070	Consultant Services	91,398	138,000	48,429	138,000
511240	Public Education & Information	6,162	14,500	6,150	14,500
519070	Community Sponsorships & Conventions	15,000	15,000	15,000	15,000
513070	Promotional Materials	8,856	11,000	3,091	11,000
519070	Youth Education	-	6,000	-	6,000
	<i>Total Operations</i>	195,872	347,000	178,775	347,000
	<i>Total Expenditure Classification</i>	432,815	593,200	456,613	600,600
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	212,100	290,700	223,700	294,300
	Water Allocation 51%	220,715	302,500	232,913	306,300
	<i>Total Funding Allocation</i>	432,815	593,200	456,613	600,600
	<i>Authorized Positions</i>				
	Special Services Admin	2	2	2	2
	Profesional Level Trainee	1	-	-	-
	<i>Total Authorized Positions</i>	3	2	2	2

Human Resources**Description**

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

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

Budget Commentary

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

Payroll: (\$70,700)

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

Operations: \$26,000

- *Employee Activities, Employee Services* and other allotments have increased from prior year due to an increased trend of employee participation in such offered programs.

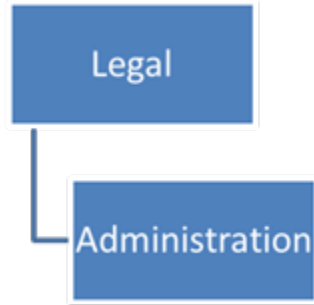
Human Resources

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	768,335	990,600	880,503	919,900
501050	Overtime	1,754	800	4,126	800
501020	Temporary Help	212,923	250,000	203,844	250,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,225	1,700	1,550	1,700
	<i>Total Payroll</i>	984,237	1,243,100	1,090,023	1,172,400
	<i>Operations</i>				
511030	Meal Allowances	10	-	-	-
511010	Clothing & Apparel	160	-	-	-
511020	Mileage Reimbursement	446	-	-	-
513010	Office Supplies & Expenses	9,192	6,800	7,430	3,800
511060	Employee Testing & Recruiting	28,311	29,000	25,126	29,000
511230	Employee Tuition	25,813	50,000	39,194	50,000
511100	Seminars & Conventions	1,305	1,600	2,427	1,600
511220	Dues-Professional Associations	1,330	1,200	1,154	1,200
511210	Books & Subscriptions	-	400	-	400
511050	Employee Education Program	37,267	-	(1,305)	-
511040	Employee Activities	37,446	22,000	46,389	38,000
519230	Employee Services	30,252	7,000	11,959	13,000
519240	Grievance Expenses	2,626	5,000	436	5,000
512080	Outside Services	-	-	24,917	-
503010	Medical Services	49,492	38,000	41,021	38,000
512070	Consultant Services	109,292	100,000	100,000	100,000
519070	Community Outreach	-	-	6,221	-
512080	Outside Services - Training	-	-	-	7,000
519080	Diversity Programs	11,879	20,000	15,760	20,000
	<i>Total Operations</i>	344,820	281,000	320,709	307,000
	<i>Total Expenditure Classification</i>	1,329,057	1,524,100	1,410,731	1,479,400
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	651,200	746,800	691,300	724,900
	Water Allocation 51%	677,857	777,300	719,431	754,500
	<i>Total Funding Allocation</i>	1,329,057	1,524,100	1,410,731	1,479,400
	<i>Authorized Positions</i>				
	Administrative Assistant	1	1	1	1
	Director of Human Resources	1	1	1	1
	Durational Div Project Manager	1	1	1	1
	Human Resources Generalist	3	3	3	2
	Human Resources Manager	1	1	1	1
	Professional Level Trainee	-	1	1	1
	Risk Services Analyst	1	-	-	-
	Labor Relations Manager	-	-	-	1
	<i>Total Authorized Positions</i>	8	8	8	8

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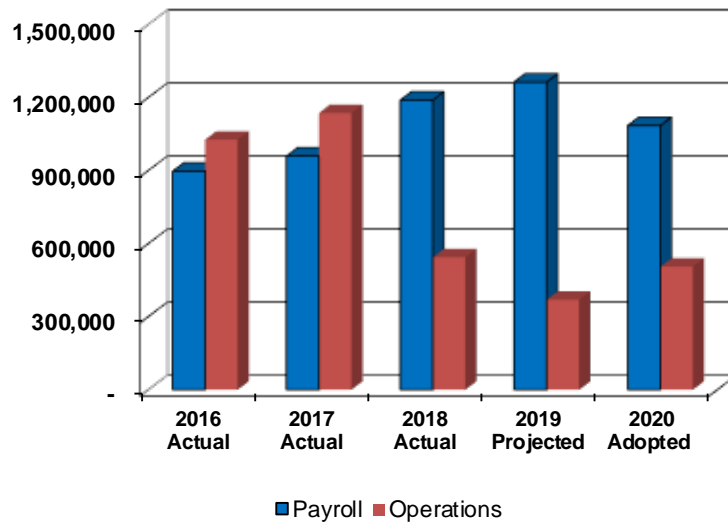
Legal

Administration

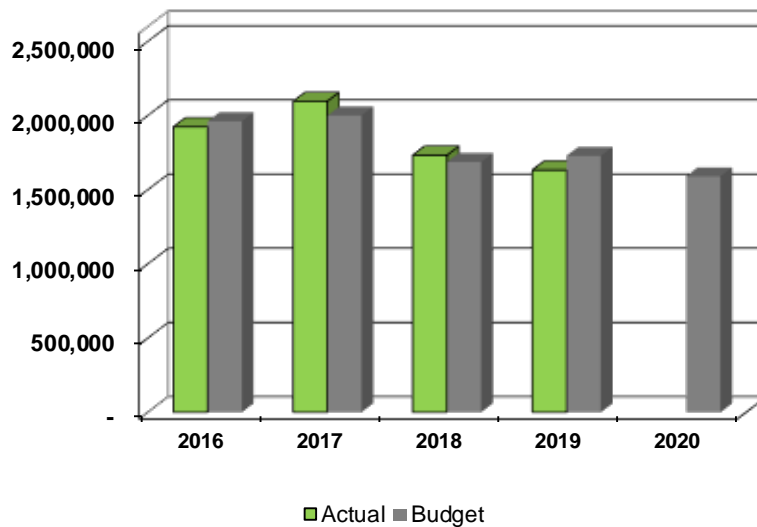


Legal

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	896,982	959,400	1,189,275	1,263,005	1,084,800
Operations	1,026,457	1,136,200	543,658	369,251	505,000
Maintenance	-	-	-	-	-
Total	1,923,439	2,095,600	1,732,933	1,632,256	1,589,800



	2016	2017	2018	2019	2020
Actual	1,923,439	2,095,600	1,732,933	1,632,256	
Budget	1,960,700	1,999,300	1,685,900	1,727,900	1,589,800
Variance	(37,261)	96,300	47,033	(95,644)	

Administration**Description**

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

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

Budget Commentary

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

Payroll: (\$136,600)

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

Administration

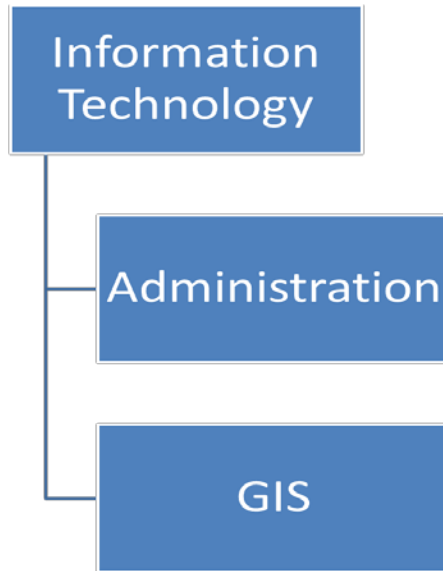
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	1,188,225	1,219,700	1,261,955	1,083,700
501050	Overtime	-	-	-	-
501020	Temporary Help	-	600	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,050	1,100	1,050	1,100
	<i>Total Payroll</i>	1,189,275	1,221,400	1,263,005	1,084,800
	<i>Operations</i>				
511020	Vehicle Mileage	2,061	500	6,337	500
513010	Office Supplies & Expenses	2,890	4,500	12,309	3,000
511100	Seminars & Conventions	4,480	2,500	4,188	2,500
511220	Dues-Professional Associations	8,224	1,300	2,890	1,300
511120	Meeting Expenses	2,319	2,000	1,720	2,000
512020	Legal Services	495,160	400,000	318,903	400,000
512070	Consultant Services	28,523	95,700	22,904	95,700
	<i>Total Operations</i>	543,658	506,500	369,251	505,000
	<i>Total Expenditure Classification</i>	1,732,933	1,727,900	1,632,256	1,589,800
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	849,100	846,700	799,800	779,000
	Water Allocation 51%	883,833	881,200	832,456	810,800
	<i>Total Funding Allocation</i>	1,732,933	1,727,900	1,632,256	1,589,800
	<i>Authorized Positions</i>				
	Assistant District Counsel	6	6	6	6
	District Counsel	1	1	1	-
	Executive Assistant	1	-	-	-
	Professional Level Trainee	-	1	1	1
	<i>Total Authorized Positions</i>	8	8	8	7

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Information Technology

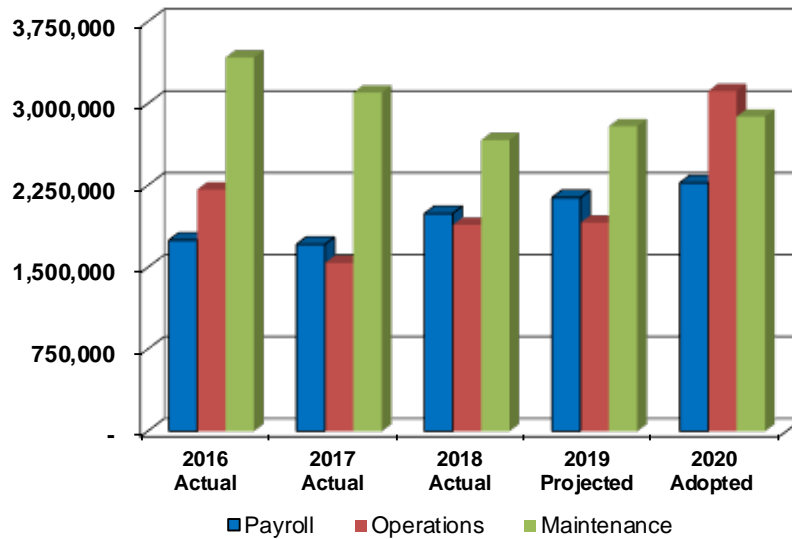
Administration

Geographic Information System

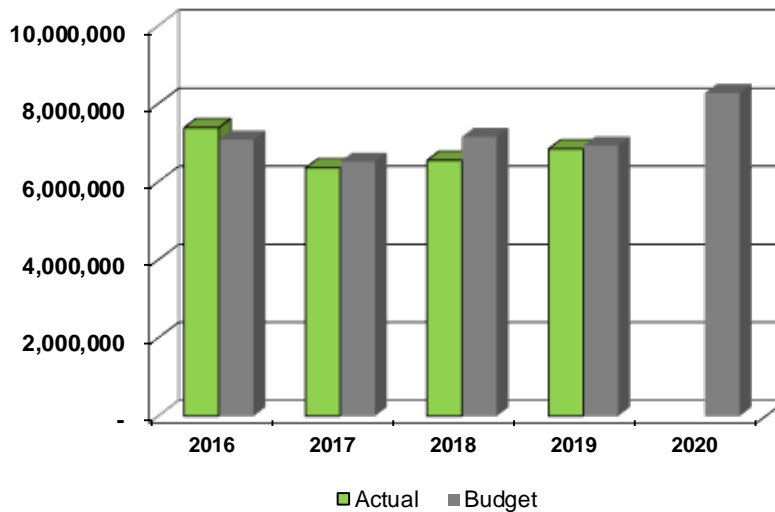


Information Technology

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	1,750,833	1,713,000	1,994,757	2,140,985	2,276,000
Operations	2,215,228	1,542,200	1,891,083	1,911,325	3,116,200
Maintenance	3,423,687	3,102,100	2,667,340	2,793,915	2,882,000
Total	7,389,748	6,357,300	6,553,180	6,846,226	8,274,200



	2016	2017	2018	2019	2020
Actual	7,389,748	6,357,300	6,553,180	6,846,226	
Budget	7,079,900	6,515,700	7,151,850	6,928,100	8,274,200
Variance	309,848	(158,400)	(598,670)	(81,874)	

Information Technology

Summary

Description

The Information Technology Department consists of two activities: Administration and GIS Services. Information Technology is comprised of Administration which is responsible for District-wide information storage, communication and computing systems. The GIS Services activity is responsible for the development, management and application of the District's Geographic Information System (GIS).

Budget Commentary

The Information Technology budget totals \$8,274,200 which reflects a increase of \$1,346,100 or 19.4% increase above the operating expenditure level adopted for the 2019 year. Details regarding the two activity budgets that comprise the Information Technology Department — Administration and GIS Services — are on subsequent pages.

Information Technology

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	5,966,324	6,279,400	6,206,632	7,608,700
GIS	586,856	648,700	639,594	665,500
<i>Total Summary by Activity</i>	6,553,180	6,928,100	6,846,226	8,274,200
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	1,950,426	2,120,800	2,070,544	2,195,700
Overtime	22,290	75,000	49,660	75,000
Temporary Help	16,691	-	15,757	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	5,350	5,300	5,025	5,300
<i>Total Payroll</i>	1,994,757	2,201,100	2,140,985	2,276,000
Operations	1,891,083	1,944,000	1,911,325	3,116,200
Maintenance	2,667,340	2,783,000	2,793,915	2,882,000
<i>Total Summary by Major Accounts</i>	6,553,180	6,928,100	6,846,226	8,274,200
<u>Funding Allocation</u>				
Sewer Allocation 33%	2,162,600	2,286,300	2,259,300	2,730,500
Water Allocation 67%	4,390,580	4,641,800	4,586,926	5,543,700
<i>Total Funding Allocation</i>	6,553,180	6,928,100	6,846,226	8,274,200
<u>Authorized Positions</u>				
Administration	13	13	13	13
GIS	6	6	6	6
<i>Total Authorized Positions</i>	19	19	19	19

Administration**Description**

The Information Technology Department plans, develops, applies and sustains a District-wide client/server system for integrated information storage, communication and computing. IT provides technical support, user training/assistance, applications development and network management for all departments.

Budget Commentary

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

Payroll: \$58,100

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

Operations: \$1,172,200

- *System Support* is increasing for proper classification of expenses from a maintenance allotment Infrastructure Software.
- *Outside Services* and *Telephone – Data & Voice* are decreasing based on services being provided and the elimination of some data lines.
- *Mobile Communications* is increasing due to iPad workstation deployment.
- *Computer Equipment & Supplies* is increasing based on 2019 spend, offsetting this are decreases in various other allotments.

Maintenance: \$99,000

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	1,424,093	1,578,400	1,517,021	1,636,500
501050	Overtime	21,717	75,000	38,271	75,000
501020	Temporary Help	16,691	-	15,757	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	2,650	2,200	2,100	2,200
	Total Payroll	1,465,151	1,655,600	1,573,149	1,713,700
	<u>Operations</u>				
511020	Mileage Reimbursement	81	500	29	500
513010	Office Supplies & Expenses	1,163	2,500	2,885	2,500
512080	Website Expenses	3,392	3,000	5,056	3,000
511100	Seminars & Conventions	648	300	12	300
511220	Dues-Professional Associations	6,799	5,000	5,716	5,000
511210	Books & Subscriptions	939	500	25,808	500
511050	Employee Education Program	5,518	-	6,923	25,200
511120	Meeting Expenses	-	500	-	500
511110	Business Travel	1,247	2,500	5,092	2,500
512210	System Support	416,070	500,000	567,096	1,662,000
512080	Outside Services	184,553	220,000	92,877	130,000
523130	Photocopier Rental	83,101	62,000	63,911	67,000
514110	Telephone - Data & Voice	775,817	718,000	729,422	745,000
514120	Mobile Communications	271,141	295,000	287,609	318,000
522020	Computer Equipment & Supplies	135,472	100,000	101,433	120,000
	Total Operations	1,885,941	1,909,800	1,893,869	3,082,000
	<u>Maintenance</u>				
521190	Infrastructure Equipment	406,030	425,000	373,170	425,000
522030	Infrastructure Software	2,209,201	2,289,000	2,366,445	2,388,000
	Total Maintenance	2,615,232	2,714,000	2,739,615	2,813,000
	Total Expenditure Classification	5,966,324	6,279,400	6,206,632	7,608,700
	<u>Funding Allocation</u>				
	Sewer Allocation 33%	1,968,900	2,072,200	2,048,200	2,510,900
	Water Allocation 67%	3,997,424	4,207,200	4,158,432	5,097,800
	Total Funding Allocation	5,966,324	6,279,400	6,206,632	7,608,700
	<u>Authorized Positions</u>				
	Business Systems Analyst	5	5	5	5
	Business Systems & Security Administrator	1	1	1	1
	Director of Information Technology	1	1	1	1
	Durational Project Manager	1	1	1	1
	Help Desk Coordinator	1	1	1	1
	Manager of Information Technology	1	1	1	1
	Network Analyst	2	2	2	2
	Systems Analyst	1	1	1	1
	Total Authorized Positions	13	13	13	13

GIS Services**Description**

The GIS Services activity is responsible for the development, management and application of the District's Geographic Information System (GIS). The GIS database and its computer capabilities support all departments in the planning, design, operation and maintenance of the District's infrastructure. Additionally, the GIS activity plays a key role in implementing this technology in member towns by providing technical support and application development.

The GIS activity continues to update and publish a wide variety of highly detailed maps used by the general public and officials from the public and private sector, including the District's street and utility services, a reservoir trails map, and the MDC and Environs map.

Budget Commentary

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

Payroll: \$16,800

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

Operations: \$0

- There are no anticipated budget changes for 2020

Maintenance: \$0

- There are no anticipated budget changes for 2020.

GIS Services

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	526,333	542,400	553,523	559,200
501050	Overtime	573	-	11,389	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	2,700	3,100	2,925	3,100
	<i>Total Payroll</i>	529,606	545,500	567,837	562,300
	<i>Operations</i>				
513060	Computer Software	-	13,000	3,600	13,000
519100	Blueprints, Maps, & Charts	4,004	6,000	1,887	6,000
511100	Seminars & Conventions	265	700	4,479	700
511220	Dues-Professional Associations	-	500	390	500
512080	Outside Services	-	10,000	6,800	10,000
522020	Computer Equipment & Supplies	873	4,000	301	4,000
	<i>Total Operations</i>	5,142	34,200	17,457	34,200
	<i>Maintenance</i>				
521080	Tool & Work Equipment	-	1,600	-	1,600
522150	GIS Support Maintenance	52,108	67,400	54,300	67,400
	<i>Total Maintenance</i>	52,108	69,000	54,300	69,000
	<i>Total Expenditure Classification</i>	586,856	648,700	639,594	665,500
	<i>Funding Allocation</i>				
	Sewer Allocation 33%	193,700	214,100	211,100	219,600
	Water Allocation 67%	393,156	434,600	428,494	445,900
	<i>Total Funding Allocation</i>	586,856	648,700	639,594	665,500
	<i>Authorized Positions</i>				
	Principal GIS Analyst	2	2	2	2
	GIS Analyst	1	1	1	1
	Mapping Technician	3	3	3	3
	<i>Total Authorized Positions</i>	6	6	6	6

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Finance Procurement

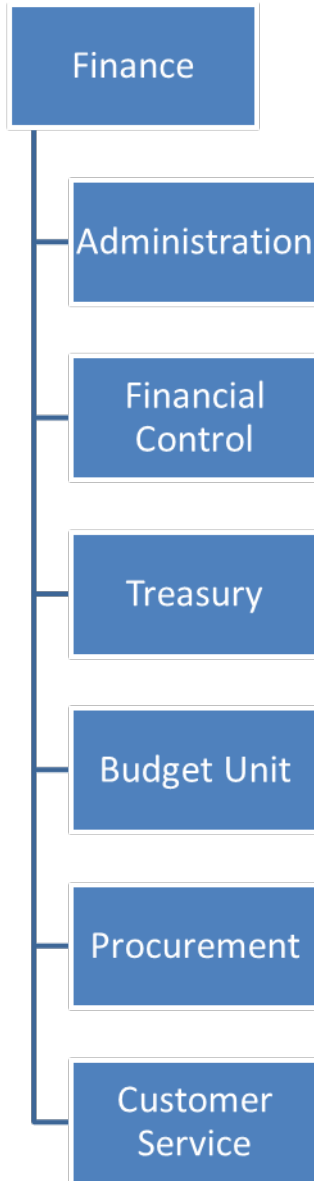
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Finance

Procurement

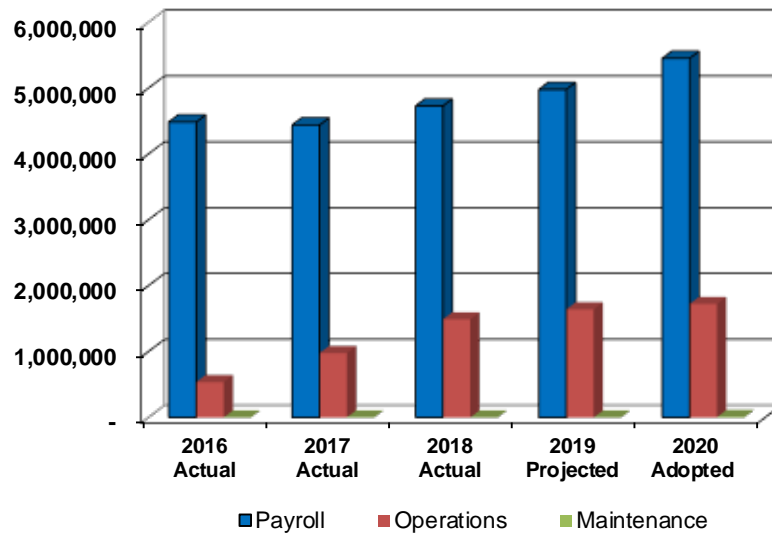
Finance

Administration
Financial Control
Treasury
Budget Unit
Procurement
Customer Service

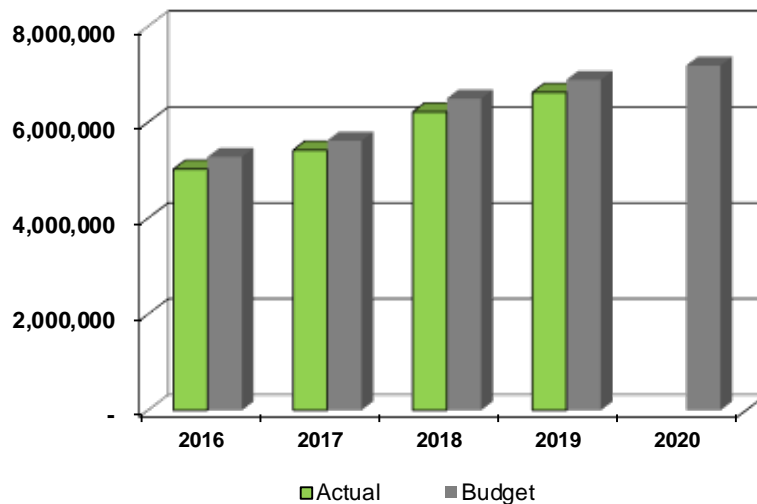


Finance

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	4,488,254	4,443,300	4,729,718	4,981,956	5,453,800
Operations	536,247	977,900	1,490,062	1,641,891	1,723,500
Maintenance	-	800	-	-	6,000
Total	5,024,501	5,422,000	6,219,780	6,623,847	7,183,300



	2016	2017	2018	2019	2020
Actual	5,024,501	5,422,000	6,219,780	6,623,847	
Budget	5,279,100	5,616,800	6,497,000	6,886,300	7,183,300
Variance	(254,599)	(194,800)	(277,220)	(262,453)	

Finance

Summary

Description

The Finance Department consists of the following major activities: Administration, Financial Control, Treasury, Budget, Procurement and Customer Service. A detailed discussion regarding the specific duties and objectives of the Finance Department is included on the following pages.

Budget Commentary

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

Finance

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	416,584	482,200	373,711	1,027,800
Financial Control	1,471,956	1,378,000	1,447,729	1,302,600
Treasury	1,072,354	1,337,800	1,275,624	1,205,700
Budget Unit	326,636	496,400	552,119	567,100
Procurement	1,005,896	1,066,800	1,126,153	916,300
Customer Service	1,926,353	2,125,100	1,848,511	2,163,800
<i>Total Summary by Activity</i>	6,219,780	6,886,300	6,623,847	7,183,300
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,686,045	5,296,200	4,900,626	5,346,700
Overtime	27,914	82,500	61,097	87,500
Temporary Help	1,474	11,000	5,096	9,000
Standby & Premium Pay	4,185	5,000	4,675	-
Longevity Pay	10,100	11,500	10,463	10,600
<i>Total Payroll</i>	4,729,718	5,406,200	4,981,956	5,453,800
Operations	1,490,062	1,469,300	1,641,891	1,723,500
Maintenance	-	10,800	-	6,000
Capital	-	-	-	-
<i>Total Summary by Major Account</i>	6,219,780	6,886,300	6,623,847	7,183,300
<u>Funding Allocation</u>				
Sewer Allocation 49%	3,047,800	3,374,200	3,245,700	3,519,900
Water Allocation 51%	3,171,980	3,512,100	3,378,147	3,663,400
<i>Total Funding Allocation</i>	6,219,780	6,886,300	6,623,847	7,183,300
<u>Authorized Positions</u>				
Administration	1	1	1	3
Financial Control	12	12	12	12
Treasury	11	12	12	11
Budget Unit	3	3	4	4
Procurement	8	8	8	7
Customer Service	15	15	15	14
<i>Total Authorized Positions</i>	50	51	52	51

Administration**Description**

The Finance Department's Administration unit is headed by the Chief Administrative Officer, who is responsible for overseeing and directing all District fiscal management and planning programs, as well as the Financial Control, Treasury, Budget Unit, Procurement and Customer Service activities.

Budget Commentary

The 2020 budget of \$1,027,800 for Administration, which is an increase of \$545,600 or 113.1% above the 2019 adopted budget.

Payroll: \$198,700

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

Operations: \$346,900

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	389,824	314,600	220,627	513,600
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	250	300	-	-
	<i>Total Payroll</i>	390,074	314,900	220,627	513,600
	<i>Operations</i>				
511020	Mileage Reimbursement	120	500	-	200
513010	Office Supplies & Expenses	981	1,000	1,572	1,500
511100	Seminars & Conventions	196	6,800	419	7,500
511220	Dues-Professional Associations	1,505	1,500	-	1,000
511120	Meeting Expenses	1,490	2,000	1,094	4,000
511110	Business Travel	507	500	-	-
512080	Outside Services	-	155,000	150,000	500,000
512010	Auditing Services	21,711	-	-	-
	<i>Total Operations</i>	26,510	167,300	153,084	514,200
	<i>Total Expenditure Classification</i>	416,584	482,200	373,711	1,027,800
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	204,100	236,300	183,100	503,600
	Water Allocation 51%	212,484	245,900	190,611	524,200
	<i>Total Funding Allocation</i>	416,584	482,200	373,711	1,027,800
	<i>Authorized Positions</i>				
	Chief Administrative Office (CAO)	-	-	-	1
	Chief Financial Officer (CFO) / Director of Finance	-	1	1	1
	Professional Level Trainee	1	-	-	1
	<i>Total Authorized Positions</i>	1	1	1	3

Financial Control**Description**

The Financial Control activity is responsible for payroll accounting; accounts payable; fixed asset records; general ledger accounting; cost accounting; external reporting; internal auditing; sale of materials and used equipment; and management analyses.

Budget Commentary

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

Payroll: \$19,600

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

Operations: (\$95,000)

- Expenditures in *Outside Services* are decreasing based on new agreements in place for ADP. This is offset by an increase in *Seminars & Conventions* and *Meeting Expenses* based upon planned seminars and meetings for 2020.

Financial Control

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	915,206	1,123,000	1,031,984	1,143,200
501050	Overtime	347	35,000	28,056	35,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	2,900	3,000	2,875	2,400
	<i>Total Payroll</i>	918,452	1,161,000	1,062,916	1,180,600
	<i>Operations</i>				
513010	Office Supplies & Expenses	10,614	6,000	11,335	8,000
519100	Printed Forms	-	1,000	-	1,000
511100	Seminars & Conventions	1,726	7,000	3,895	11,000
511220	Dues-Professional Associations	535	1,000	920	2,000
511210	Books & Subscriptions	-	1,000	-	-
511050	Employee Education Program	1,116	-	-	-
511120	Meeting Expenses	38	-	515	-
511110	Business Travel	1,304	1,000	-	-
512080	Outside Services	212,376	200,000	368,148	100,000
512070	Consultant Services	325,795	-	-	-
	<i>Total Operations</i>	553,504	217,000	384,813	122,000
	<i>Total Expenditure Classification</i>	1,471,956	1,378,000	1,447,729	1,302,600
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	721,300	675,200	709,400	638,300
	Water Allocation 51%	750,656	702,800	738,329	664,300
	<i>Total Funding Allocation</i>	1,471,956	1,378,000	1,447,729	1,302,600
	<i>Authorized Positions</i>				
	Accountant	2	1	1	1
	Accounting Administrator	3	3	3	3
	Accounting Assistant	1	1	2	2
	Accounts Payable Supervisor	1	1	1	1
	Billing Analyst	1	1	1	1
	Manager of Financial Control	-	1	1	1
	Principal Account Clerk	3	3	3	3
	Professional Level Trainee	1	1	-	-
	<i>Total Authorized Positions</i>	12	12	12	12

Treasury**Description**

The Treasury unit is composed of the following activities: Administration and Revenue Accounting. The Manager of Treasury is directly involved in the administration of revenue and debt management, which includes cash management, revenue forecasting, and regulatory compliance. Additional responsibilities include: assessment billing; receivables collection; claims management and billings.

Budget Commentary

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

Payroll: (\$66,800)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. The payroll has decreased due to the transfer of a position in the department to The Command Center – 2320010010.
- The establishment of *Temporary Help* for help not covered during the intern program.

Operations: (\$65,300)

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

Treasury

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	1,015,070	1,203,300	1,076,713	1,146,500
501050	Overtime	15,820	30,000	13,763	25,000
501020	Temporary Help	-	2,000	4,016	2,000
501060	Standby & Premium Pay	4,185	5,000	4,675	-
501070	Longevity Pay	2,225	2,700	2,550	2,700
	Total Payroll	1,037,300	1,243,000	1,101,718	1,176,200
	<u>Operations</u>				
511010	Clothing & Apparel	600	300	-	-
513010	Office Supplies & Expenses	4,761	4,500	4,388	4,500
519100	Printed Forms	2,650	5,000	4,500	5,000
511100	Seminars & Conventions	-	3,000	1,705	3,000
511220	Dues-Professional Associations	663	1,000	-	1,000
511210	Books & Subscriptions	21	1,000	-	1,000
511050	Employee Education Program	8,512	-	-	-
512080	Outside Services	17,847	80,000	163,314	15,000
	Total Operations	35,054	94,800	173,907	29,500
	Total Expenditure Classification	1,072,354	1,337,800	1,275,624	1,205,700
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	525,500	655,500	625,100	590,800
	Water Allocation 51%	546,854	682,300	650,524	614,900
	Total Funding Allocation	1,072,354	1,337,800	1,275,624	1,205,700
	<u>Authorized Positions</u>				
	Accounting Assistant	1	1	1	1
	Accounting Assistant I	1	1	1	1
	Administrative Analyst	1	1	1	1
	Cash Management Analyst	1	1	1	1
	Claims Agent	1	1	1	-
	Customer Services Rep.	1	1	1	1
	Financial Analyst	2	2	2	2
	Manager of Treasury	1	1	1	1
	Principal Account Clerk	1	1	1	1
	Receivables Administrator	-	1	1	1
	Treasury Receivables Specialist	1	1	1	1
	Total Authorized Positions	11	12	12	11

Budget Unit**Description**

The Budget Unit is responsible for the annual budget process as well as budget reporting, grant accounting, and the development, analysis and monitoring of various budget programs. Additionally, the Budget Unit provides Fixed Asset analysis, the review of project appropriations, expenditures and business areas within The District, this includes revenue, expenditure forecasting and management analysis.

Budget Commentary

The Budget Unit's budget for 2020 totals \$567,100, an increase of \$70,700 or 14.2% above the 2019 level.

Payroll: \$64,500

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

Operations: \$6,200

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

Budget Unit

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	303,907	480,800	348,636	547,300
501050	Overtime	-	-	-	-
501020	Temporary Help	1,114	2,000	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	250	300	250	300
	Total Payroll	305,271	483,100	348,886	547,600
	<u>Operations</u>				
513010	Office Supplies & Expenses	1,263	1,000	1,791	1,000
519100	Other Printing	10,313	10,000	8,760	15,000
511100	Seminars and Conventions	-	2,000	-	3,000
511220	Dues-Professional Associations	127	300	-	500
512080	Outside Services	9,663	-	181,583	-
	Total Operations	21,365	13,300	203,233	19,500
	Total Expenditure Classification	326,636	496,400	552,119	567,100
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	160,100	243,200	270,500	277,900
	Water Allocation 51%	166,536	253,200	281,619	289,200
	Total Funding Allocation	326,636	496,400	552,119	567,100
	<u>Authorized Positions</u>				
	Financial Analyst	2	2	2	2
	Manager of Budgeting & Analysis	-	-	1	1
	Senior Financial Analyst	1	1	1	1
	Total Authorized Positions	3	3	4	4

Procurement**Description**

The Procurement activity is headed by the Chief Administrative Officer. Procurement is responsible for the procuring of goods and services at the lowest cost of ownership to support the operations of the Metropolitan District in compliance with our Charter and Ordinances, Local, State and Federal regulations.

Budget Commentary

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

Payroll: (\$150,400)

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

Operations: (\$100)

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

Procurement

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	947,985	987,900	1,078,370	837,400
501050	Overtime	458	2,500	1,228	2,500
501020	Temporary Help	360	5,000	1,080	5,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,300	1,500	1,400	1,600
	<i>Total Payroll</i>	950,103	996,900	1,082,078	846,500
	<i>Operations</i>				
512110	Legal Advertising	10,786	12,000	6,489	12,000
511020	Mileage Reimbursement	-	100	-	100
513010	Office Supplies & Expenses	4,287	4,000	3,972	4,000
511100	Seminars & Conventions	410	1,500	1,209	2,500
511220	Dues-Professional Associations	312	500	312	500
511210	Books & Subscriptions	-	200	-	200
511120	Meeting Expenses	471	500	145	500
511110	Business Travel	1,191	1,100	51	-
512080	Outside Services	38,335	50,000	31,897	50,000
	<i>Total Operations</i>	55,792	69,900	44,075	69,800
	<i>Total Expenditure Classification</i>	1,005,896	1,066,800	1,126,153	916,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	492,900	522,700	551,800	449,000
	Water Allocation 51%	512,996	544,100	574,353	467,300
	<i>Total Funding Allocation</i>	1,005,896	1,066,800	1,126,153	916,300
	<i>Authorized Positions</i>				
	Compliance Analyst	1	1	1	1
	Contract Specialist	3	3	3	3
	Director of Procurement	1	1	1	-
	Procurement Specialist	1	1	1	1
	Strategic Sourcing Specialist	1	1	1	1
	Senior Buyer	1	1	1	1
	<i>Total Authorized Positions</i>	8	8	8	7

Customer Service**Description**

Customer Service, headed by the Manager of Customer Service, is responsible for all aspects of customer service, including the Call Center and water service billings.

Budget Commentary

The Customer Service activity budget for 2020 totals \$2,163,800 reflecting an increase of \$38,700 or 1.8% above the 2019 adopted level.

Payroll: (\$18,000)

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

Operations: \$61,500

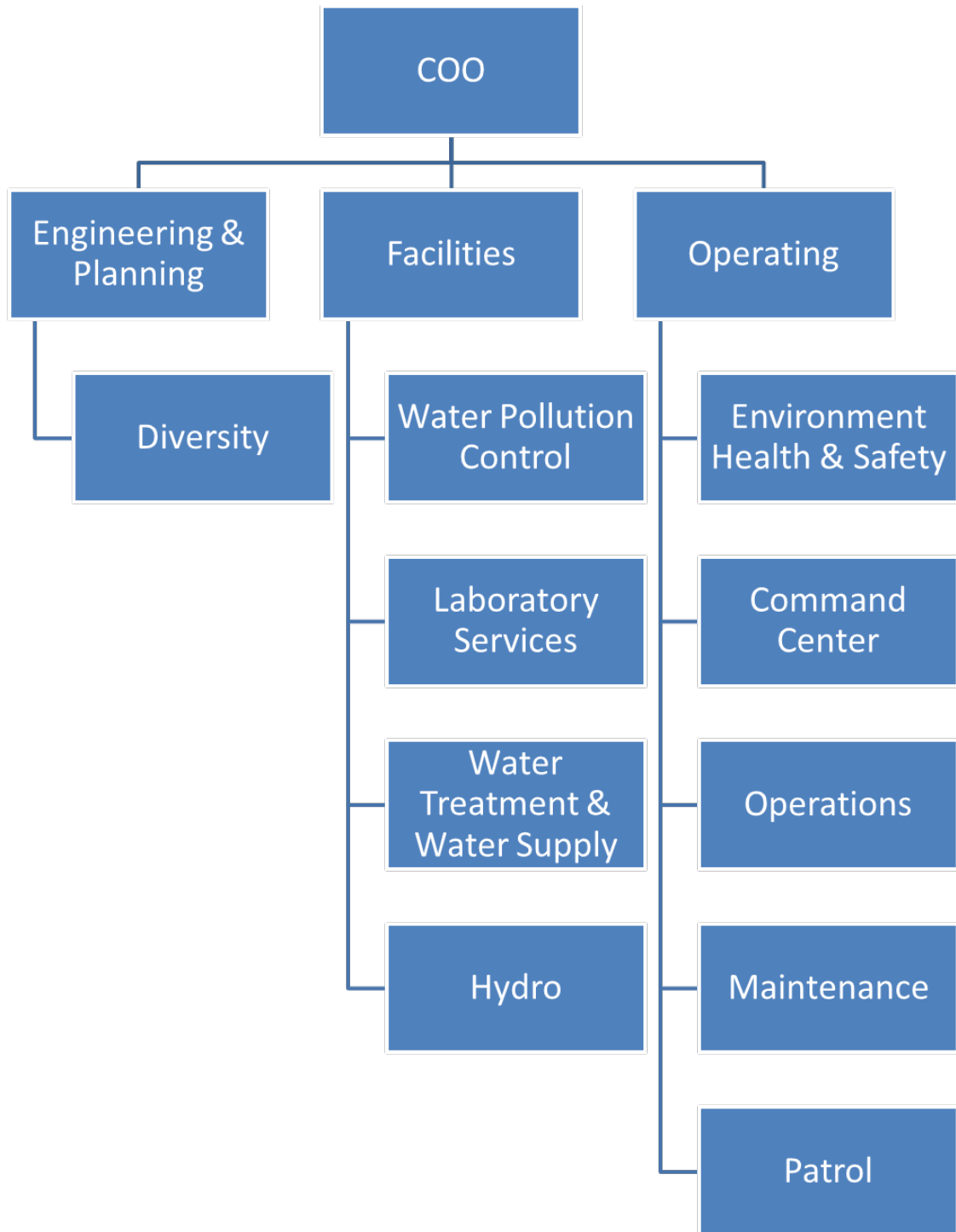
- *Postage, Envelopes* are decreasing as a result of using a customer billing provider and customers opting for electronic bills.
- *Outside Services* are increasing based on monthly billing expenditures.
- *Photocopier Rental* and *Equipment Rental* are increasing based on renewal of contracts for high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

Customer Service

Commitment		2018	2019	2019	2020
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<u>Payroll</u>				
501010	Regular Pay	1,114,053	1,186,600	1,144,295	1,158,700
501050	Overtime	11,290	15,000	18,049	25,000
501020	Temporary Help	-	2,000	-	2,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	3,175	3,700	3,388	3,600
	Total Payroll	1,128,518	1,207,300	1,165,732	1,189,300
	<u>Operations</u>				
519020	Postage	27,420	50,000	1,100	35,000
511010	Clothing & Apparel	300	-	325	-
513010	Office Supplies & Expenses	7,697	7,500	7,129	7,500
519030	Envelopes	1,158	40,000	725	40,000
519100	Other Printing	-	5,000	1,540	5,000
511120	Meeting Expenses	-	500	-	500
511220	Dues-Professional Associations	-	1,000	-	500
512080	Outside Services	694,757	726,000	633,709	800,000
523130	Photocopier Rental	42,063	61,000	20,860	60,000
523120	Equipment Rental	24,441	16,000	17,390	20,000
	Total Operations	797,835	907,000	682,779	968,500
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	-	10,800	-	6,000
	Total Maintenance	-	10,800	-	6,000
	Total Expenditure Classification	1,926,353	2,125,100	1,848,511	2,163,800
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	943,900	1,041,300	905,800	1,060,300
	Water Allocation 51%	982,453	1,083,800	942,711	1,103,500
	Total Funding Allocation	1,926,353	2,125,100	1,848,511	2,163,800
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Customer Services Rep.	5	5	5	7
	Customer Services Supervisor	1	1	1	1
	Manager of Customer Service	1	1	1	1
	Principal Account Clerk	3	3	3	3
	Senior Clerk	2	2	2	-
	Senior Customer Services Rep.	2	2	2	1
		15	15	15	14

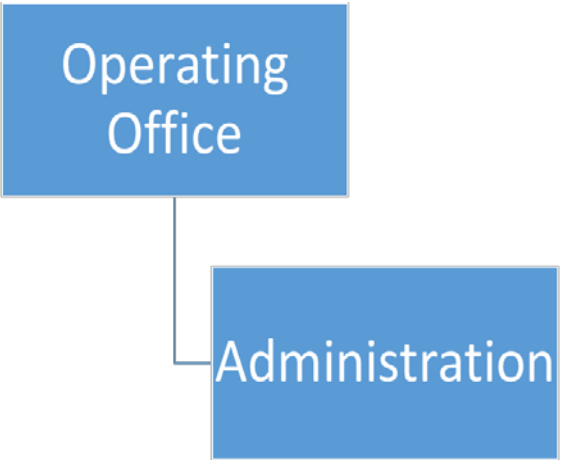
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Operating Office
Engineering & Planning
Environment, Health & Safety
Command Center
Diversity
Operations
Laboratory Services
Water Pollution Control
Maintenance
Water Treatment & Supply
Patrol
Hydro



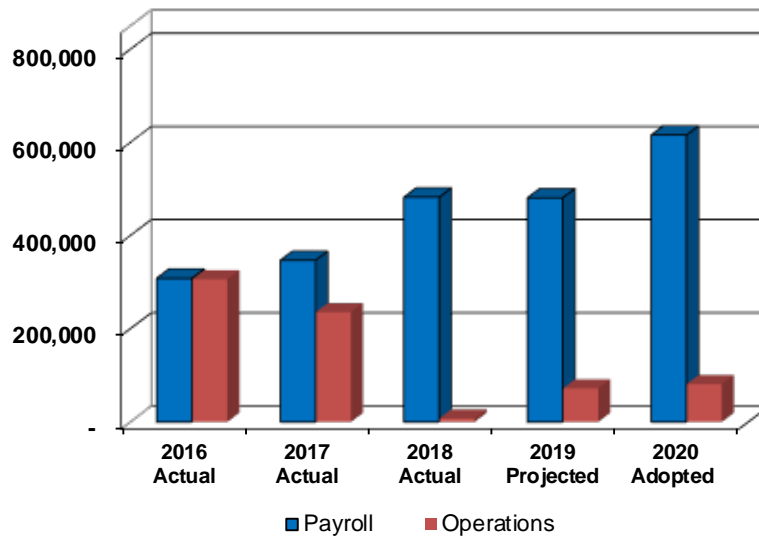
Operating Office

Administration

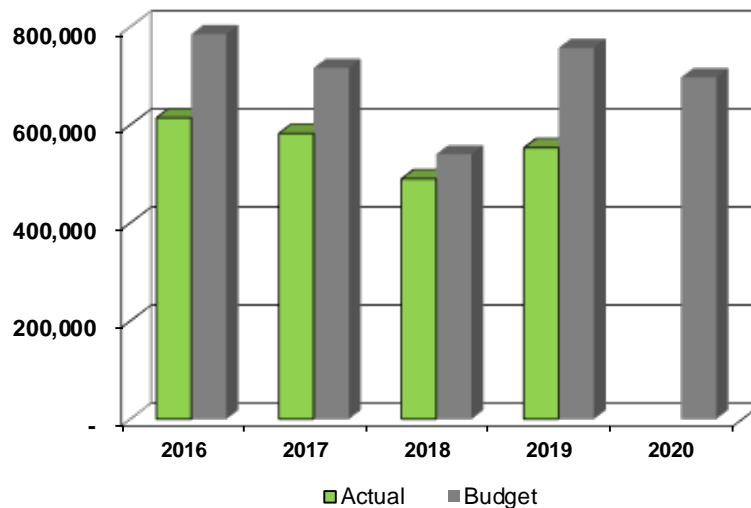


Operating Office

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	308,450	347,000	482,706	481,253	616,000
Operations	306,162	235,700	7,266	71,982	81,000
Maintenance	-	-	-	-	-
Total	614,612	582,700	489,973	553,235	697,000



	2016	2017	2018	2019	2020
Actual	614,612	582,700	489,973	553,235	
Budget	785,200	716,200	539,900	757,000	697,000
Variance	(170,588)	(133,500)	(49,927)	(203,765)	

Operating Office

Summary

Description

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

Budget Commentary

The Operating Office budget for 2020 totals \$697,000, decreasing by \$60,000 or 7.9% below the 2019 adopted level. Budget details for the activities comprising the Operating Office follow.

Operating Office

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Summary by Activity				
Administration	489,973	757,000	553,235	697,000
<i>Total Summary by Activity</i>	489,973	757,000	553,235	697,000
Summary by Major Account				
Payroll				
Regular Pay	479,379	698,400	477,514	612,900
Overtime	1,074	2,000	3,238	2,000
Temporary	1,504	-	-	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	750	600	500	1,100
<i>Total Payroll</i>	482,706	701,000	481,253	616,000
Operations	7,266	56,000	71,982	81,000
	-	-	-	-
<i>Total Summary by Major Account</i>	489,973	757,000	553,235	697,000
Funding Allocation				
Sewer Allocation 49%	240,100	370,900	271,100	341,500
Water Allocation 51%	249,873	386,100	282,135	355,500
<i>Total Funding Allocation</i>	489,973	757,000	553,235	697,000
Authorized Positions				
Administration	4	4	4	4
<i>Total Authorized Positions</i>	4	4	4	4

Administration**Description**

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

Budget Commentary

The Operating Office – Administration budget for 2020 totals \$697,000, decreasing by \$60,000 or 7.9% below the 2019 adopted level.

Payroll: (\$85,000)

- *Regular Pay* includes increments for eligible employees and the transfer of the Administrative Assistant position from Engineering & Planning Administration (2100010010), offset by funding the Chief Operating Officer position and not funding the following vacancies in 2020 – Director of Operations & Plant Maintenance Administrator.
- *Longevity Pay* expense has increased based upon participation.

Operations: \$25,000

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	479,379	698,400	477,514	612,900
501050	Overtime	1,074	2,000	3,238	2,000
501020	Temporary Help	1,504	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	750	600	500	1,100
	<i>Total Payroll</i>	482,706	701,000	481,253	616,000
	<i>Operations</i>				
511010	Clothing & Apparel	-	500	-	500
511020	Mileage Reimbursement	366	-	81	-
512840	Licenses and Registration	285	1,500	-	1,500
513010	Office Supplies & Expenses	3,858	4,000	2,292	4,000
511100	Seminars & Conventions	563	4,000	-	4,000
511220	Dues-Professional Associations	-	2,000	-	2,000
511050	Employee Education Program	-	40,000	45,797	65,000
511120	Meeting Expenses	2,194	4,000	3,814	4,000
512080	Consultant Services	-	-	20,000	-
	<i>Total Operations</i>	7,266	56,000	71,982	81,000
	<i>Total Expenditure Classification</i>	489,973	757,000	553,235	697,000
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	240,100	370,900	271,100	341,500
	Water Allocation 51%	249,873	386,100	282,135	355,500
	<i>Total Funding Allocation</i>	489,973	757,000	553,235	697,000
	<i>Authorized Positions</i>				
	Administrative Assistant	1	1	-	1
	Director of Facilities	1	1	1	1
	Director of Operations	1	1	1	-
	Chief Operating Officer (COO)	-	-	1	1
	Professional Level Trainee	-	1	1	1
	Plant Maintenance Administrator	1	-	-	-
	<i>Total Authorized Positions</i>	4	4	4	4

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Engineering & Planning

Administration

Diversity

Technical Services

Engineering Services

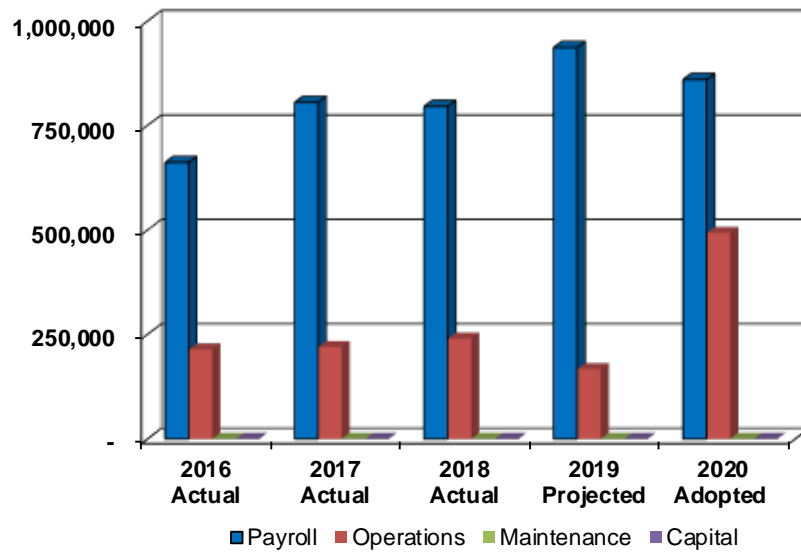
Construction Services

Survey & Inspection

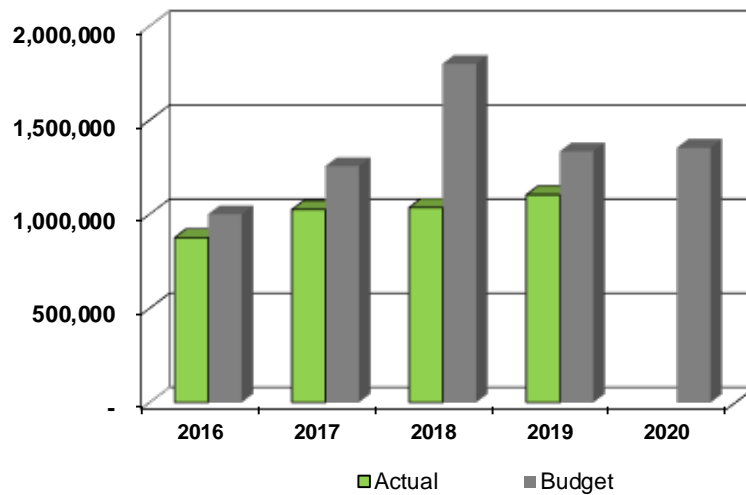


Engineering & Planning

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	661,659	805,400	795,756	936,791	860,100
Operations	214,123	219,800	239,908	167,005	492,800
Maintenance	-	-	-	-	-
Capital	-	-	-	-	-
Total	875,782	1,025,200	1,035,664	1,103,796	1,352,900



	2016	2017	2018	2019	2020
Actual	875,782	1,025,200	1,035,664	1,103,796	
Budget	999,600	1,255,200	1,798,500	1,333,400	1,352,900
Variance	(123,818)	(230,000)	(762,836)	(229,604)	

Engineering & Planning

Summary

Description

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

Budget Commentary

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

Engineering & Planning

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	848,309	1,100,600	929,910	1,126,400
Diversity	187,355	232,800	173,887	226,500
Total Summary by Activity	1,035,664	1,333,400	1,103,796	1,352,900
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	792,206	877,000	932,341	855,600
Overtime	-	500	-	500
Temporary Help	-	-	600	-
Standby & Premium Pay	-	-	-	-
Longevity Pay	3,550	4,100	3,850	4,000
Total Payroll	795,756	881,600	936,791	860,100
Operations	239,908	451,800	167,005	492,800
Maintenance	-	-	-	-
Capital	-	-	-	-
Total Summary by Major Account	1,035,664	1,333,400	1,103,796	1,352,900
<u>Funding Allocation</u>				
Sewer Allocation 49%	507,500	653,400	540,900	662,900
Water Allocation 51%	528,164	680,000	562,896	690,000
Total Funding Allocation	1,035,664	1,333,400	1,103,796	1,352,900
<u>Authorized Positions</u>				
Administration	7	7	7	6
Diversity	1	1	1	1
Total Authorized Positions	8	8	8	7

Administration**Description**

The Administration activity headed by the Director of Engineering and Planning, is responsible for the overall management of the department's major activities: Diversity, Technical Services, Engineering Services, Construction Services and Survey & Inspection. In this role, Administration develops and administers department-wide policies and allocates available resources to maximize operational efficiency and assure achievement of departmental goals and objectives.

The Director is also directly involved in the day-to-day administration and management of the District's Capital Improvement Plan and the planning of additional, related improvements.

Budget Commentary

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

Payroll: (\$26,000)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees. The decrease in *Regular Pay* is due to the transfer of the Administrative Assistant position into the Operating Office budget (2300010010).

Operations: \$51,800

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	647,446	727,800	780,384	701,900
501050	Overtime	-	500	-	500
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	3,300	3,800	3,600	3,700
	<i>Total Payroll</i>	650,746	732,100	783,984	706,100
	<i>Operations</i>				
511010	Clothing & Apparel	699	2,000	278	1,000
511020	Mileage Reimbursement	3,726	4,000	3,395	2,500
512840	Licenses & Registration	11,294	11,500	9,686	10,100
c_supplies	Material from Stock	725	1,500	2,491	3,000
513010	Office Supplies & Expenses	14,213	15,000	15,015	15,000
513150	Survey & Construction Supplies	10,520	16,000	11,640	20,000
513400	Small Tools	462	2,000	-	-
513080	Communication Equipment & Supplies	148	1,000	190	400
513120	Safety & First Aid Supplies	336	500	183	300
511100	Seminars & Conventions	4,624	6,000	10,132	8,000
511220	Dues-Professional Associations	5,782	7,000	6,152	7,000
511210	Books & Subscriptions	-	1,000	390	1,000
511120	Meeting Expenses	-	1,000	328	2,000
512080	Outside Services	50,935	100,000	26,749	100,000
512070	Consultant Services	93,548	200,000	55,547	250,000
	<i>Total Operations</i>	197,563	368,500	145,926	420,300
	<i>Total Expenditure Classification</i>	848,309	1,100,600	929,910	1,126,400
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	415,700	539,300	455,700	551,900
	Water Allocation 51%	432,609	561,300	474,210	574,500
	<i>Total Funding Allocation</i>	848,309	1,100,600	929,910	1,126,400
	<i>Authorized Positions</i>				
	Administrative Clerk	1	1	1	1
	Administrative Assistant	-	1	1	-
	Director of Engineering & Planning	1	1	1	1
	Engineering Drafter	1	-	-	-
	Sr. Engineering Drafter	3	3	3	3
	Project Control Manager	-	-	-	1
	Special Projects Administrator	1	1	1	-
	<i>Total Authorized Positions</i>	7	7	7	6

Diversity**Description**

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

Budget Commentary

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

Payroll: \$4,500

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

Operations: (\$10,800)

- *Diversity Programs* has decreased based on historical spending

Diversity

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	144,760	149,200	151,958	153,700
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	600	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	250	300	250	300
	Total Payroll	145,010	149,500	152,808	154,000
	<u>Operations</u>				
513010	Office Supplies & Expenses	-	300	-	-
511100	Seminars & Conventions	1,475	1,500	880	1,500
511220	Dues-Professional Associations	311	5,000	-	5,000
511120	Meeting Expenses	1,312	1,000	-	500
511110	Business Travel	-	500	579	500
512070	Consultant Services	25,625	25,000	7,400	25,000
519080	Diversity Programs	13,622	50,000	12,220	40,000
	Total Operations	42,345	83,300	21,079	72,500
	Total Expenditure Classification	187,355	232,800	173,887	226,500
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	91,800	114,100	85,200	111,000
	Water Allocation 51%	95,555	118,700	88,687	115,500
	Total Funding Allocation	187,355	232,800	173,887	226,500
	<u>Authorized Positions</u>				
	Diversity Manager	1	1	1	1
	Total Authorized Positions	1	1	1	1

Survey & Inspection**Description/Budget Commentary**

The Survey & Inspection department is a part of the Capital Improvement Program. Specific projects and details are located in the 2020 Capital Improvement Budget. There are 22 positions budgeted for the full year 2020 Capital Improvement Program budget.

Engineering Services**Description/Budget Commentary**

The Engineering Services department is a part of the Capital Improvement Program. Specific projects and details are located in the 2020 Capital Improvement Budget. There are 15 positions budgeted for the full year 2020 Capital Improvement Program budget.

Construction Services**Description/Budget Commentary**

The Construction Services department is a part of the Capital Improvement Program. Specific projects and details are located in the 2020 Capital Improvement Budget. There are 7 positions budgeted for the full year 2020 Capital Improvement Program budget.

Technical Services**Description/Budget Commentary**

The Technical Services department is a part of the Capital Improvement Program. Specific projects and details are located in the 2020 Capital Improvement Budget. There are 14 positions budgeted for the full year 2020 Capital Improvement Program budget.

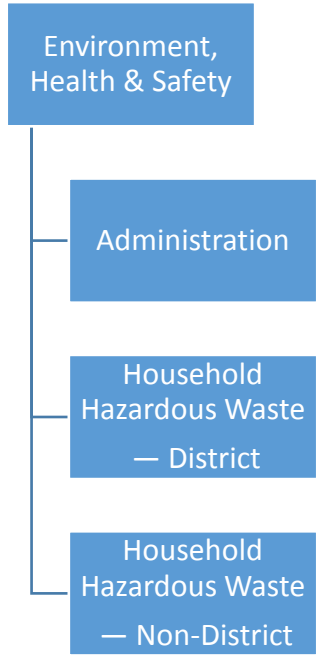
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Environment, Health & Safety

Administration

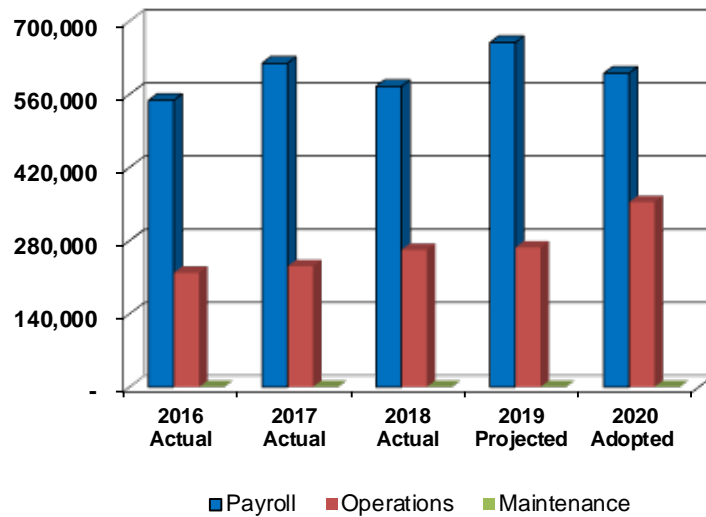
Household Hazardous Waste — District

Household Hazardous Waste — Non-District

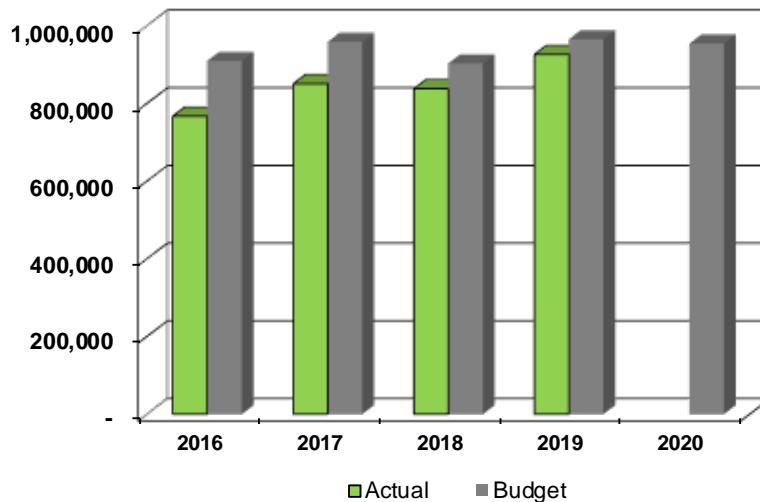


Environment, Health & Safety

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	548,379	619,500	575,265	658,983	600,200
Operations	218,410	231,000	262,400	266,804	353,800
Maintenance	-	-	-	-	-
Total	766,789	850,500	837,666	925,787	954,000



	2016	2017	2018	2019	2020
Actual	766,789	850,500	837,666	925,787	
Budget	909,200	958,400	902,700	964,800	954,000
Variance	(142,411)	(107,900)	(65,034)	(39,013)	

Environment, Health & Safety

Summary

Description

The Environment, Health & Safety Department consists of three major activities: Administration, Household Hazardous Waste-District and Household Hazardous Waste-Non-District. A detailed discussion regarding the specific duties and objectives of the Environment, Health & Safety Department is included on the following pages.

Budget Commentary

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

Environment, Health & Safety

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	642,364	760,800	749,928	715,000
Household Hazardous Waste - District	174,452	184,500	173,679	214,500
Household Hazardous Waste - Non-District	20,850	19,500	2,180	24,500
Total Summary by Activity	837,666	964,800	925,787	954,000
<u>Summary by Major Account</u>				
<u>Payroll</u>				
Regular Pay	555,913	625,000	639,374	579,200
Overtime	6,585	9,000	6,586	9,000
Pay Temporary	11,168	10,000	11,248	10,000
Standby & Premium Pay	-	-	-	-
Longevity Pay	1,600	2,000	1,775	2,000
Total Payroll	575,265	646,000	658,983	600,200
Operations	262,400	318,800	266,804	353,800
Maintenance	-	-	-	-
Total Summary by Major Account	837,666	964,800	925,787	954,000
<u>Funding Allocation</u>				
Sewer Allocation 49%	410,500	472,800	453,700	467,500
Water Allocation 51%	427,166	492,000	472,087	486,500
Total Funding Allocation	837,666	964,800	925,787	954,000
<u>Authorized Positions</u>				
Administration	5	5	5	5

Administration**Description**

The District's Environment, Health & Safety (EH&S) Department is responsible for the management and administration of environmental, health, and safety programs and activities on a District-wide basis. The Environment, Health & Safety Department is responsible for OSHA compliance, environmental permits and Consent Order compliance, safety training, environmental reporting and the Household Hazardous Waste Program.

Budget Commentary

The Environment, Health & Safety budget for 2020 totals \$715,000, which is a decrease of \$45,800 or 6.0% below the 2019 adopted level.

Payroll: (\$45,800)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees; and the funding of a Professional Level Trainee position. Payroll is offset by the transfer of Environmental Analyst 2 to Command Center - Utility Services (2320010020).
- *Overtime* has been eliminated for 2020.

Operations: \$0

- There are no cost increases anticipated for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	555,913	625,000	639,374	579,200
501050	Overtime	-	-	-	-
501020	Temporary Help	11,168	10,000	11,248	10,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,600	2,000	1,775	2,000
	Total Payroll	568,681	637,000	652,397	591,200
512840	Licenses and Registration	570	600	570	600
513010	Office Supplies & Expenses	3,806	3,000	2,694	3,000
513400	Small Tools	80	200	199	200
513120	Safety & First Aid Supplies	21,531	28,000	43,808	28,000
511100	Seminars & Conventions	1,650	3,000	937	3,000
511220	Dues-Professional Associations	490	2,000	933	2,000
511120	Meeting Expenses	786	1,000	1,136	1,000
512080	Outside Services	100	3,000	2,992	3,000
503010	Medical Services	37,936	43,000	39,239	43,000
512710	Outside Testing & Lab Services	6,358	15,000	824	15,000
512070	Consultant Services	375	25,000	4,200	25,000
	Total Operations	73,683	123,800	97,531	123,800
	Total Expenditure Classification	642,364	760,800	749,928	715,000
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	314,800	372,800	367,500	350,400
	Water Allocation 51%	327,564	388,000	382,428	364,600
	Total Funding Allocation	642,364	760,800	749,928	715,000
	<u>Authorized Positions</u>				
	Administrative Clerk	1	-	-	-
	Environmental Analyst 2	1	1	1	-
	Manager of EH&S	1	1	1	1
	Occupational Health & Safety Analyst	1	1	1	1
	Project Manager	1	1	1	1
	Risk Services Analyst	-	1	1	1
	Professional Level Trainee	-	-	-	1
	Total Authorized Positions	5	5	5	5

Household Hazardous Waste — District

Description

The Household Hazardous Waste (HHW) program provides member towns (and non-member towns, see 1930015) with hazardous waste collection and disposal services via a regional collection program. A qualified, licensed hazardous materials-handling firm, under contract to the District, provides collection and disposal services. Staff's duties include planning, scheduling, contract administration, collection day supervision, business development, advertising and coordination of the program.

Budget Commentary

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

Payroll: \$0

- No change in the budget for 2020.

Operations: \$30,000

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

Household Hazardous Waste — District

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501050	Overtime	5,783	8,000	5,774	8,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	5,783	8,000	5,774	8,000
511010	Clothing & Apparel	-	300	-	300
513010	Office Supplies & Expenses	198	200	88	200
521020	Safety Equipment	32	200	135	200
512410	Refuse Collection	7,680	9,000	7,920	9,000
512450	Household Hazardous Waste Disposal	146,850	150,000	144,542	180,000
511120	Meeting Expenses	730	800	596	800
511240	Public Education & Information	11,213	14,000	12,293	14,000
513070	Promotional Materials	1,965	2,000	2,000	2,000
	<i>Total Operations</i>	168,669	176,500	167,905	206,500
	<i>Total Expenditure Classification</i>	174,452	184,500	173,679	214,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	85,500	90,400	85,100	105,100
	Water Allocation 51%	88,952	94,100	88,579	109,400
	<i>Total Funding Allocation</i>	174,452	184,500	173,679	214,500

Household Hazardous Waste — Non-District

Description

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

Budget Commentary

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

Payroll: \$0

- No change in the budget for 2019.

Operations: \$5,000

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

Household Hazardous Waste — Non-District

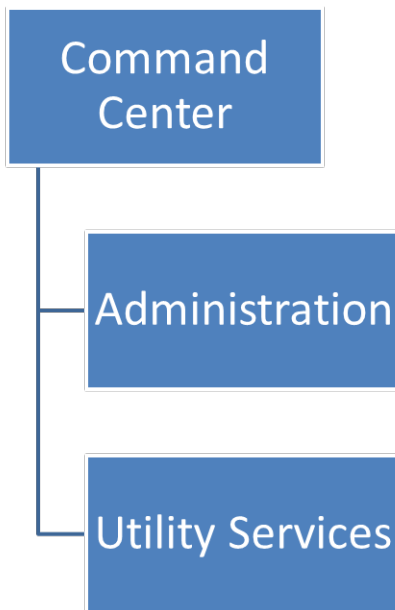
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501050	Overtime	801	1,000	812	1,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	801	1,000	812	1,000
511010	Clothing & Apparel	-	100	-	100
513010	Office Supplies & Expenses	-	100	18	100
521020	Safety Equipment	-	100	-	100
512410	Refuse Collection	795	1,000	1,000	1,000
512450	Household Hazardous Waste Disposal	18,042	15,000	-	20,000
511120	Meeting Expenses	121	200	47	200
511240	Public Education & Information	636	1,000	-	1,000
513070	Promotional Materials	454	1,000	303	1,000
	<i>Total Operations</i>	20,048	18,500	1,368	23,500
	<i>Total Expenditure Classification</i>	20,850	19,500	2,180	24,500
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	10,200	9,600	1,100	12,000
	Water Allocation 51%	10,650	9,900	1,080	12,500
	<i>Total Funding Allocation</i>	20,850	19,500	2,180	24,500

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Command Center

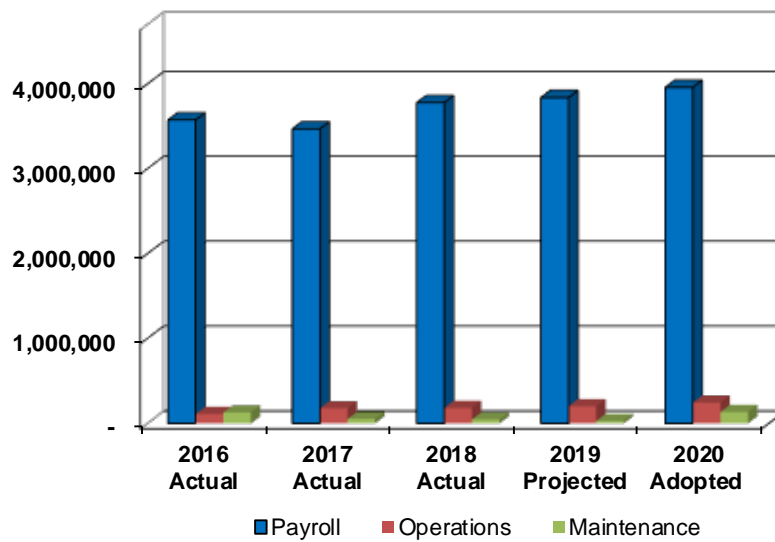
Administration

Utility Services

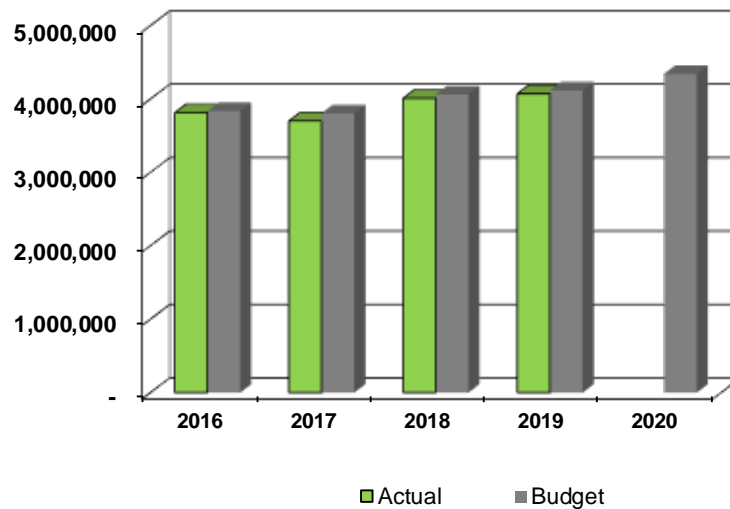


Command Center

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	3,575,690	3,471,200	3,779,999	3,841,285	3,960,000
Operations	110,457	178,000	183,494	201,785	245,800
Maintenance	127,831	52,400	44,970	27,389	134,800
Total	3,813,978	3,701,600	4,008,463	4,070,460	4,340,600



	2016	2017	2018	2019	2020
Actual	3,813,978	3,701,600	4,008,463	4,070,460	
Budget	3,835,700	3,803,300	4,060,900	4,116,300	4,340,600
Variance	(21,722)	(101,700)	(52,437)	(45,840)	

Command Center

Summary

Description

The Command Center, previously titled Customer Services, is headed by the Manager of Command Center, oversees the Administration activity, and Utility Services activity. The Command Center Department is responsible for responding to all customer related emergencies as well as shift operations for emergency standby.

Budget Commentary

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

Command Center

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Command Center	2,353,920	2,385,300	2,289,806	2,397,000
Utility Services	1,654,543	1,731,000	1,780,654	1,943,600
Total Summary by Activity	4,008,463	4,116,300	4,070,460	4,340,600
<u>Summary by Major Accounts</u>				
Payroll				
Regular Pay	3,094,993	3,207,600	3,161,654	3,380,600
Overtime	627,241	448,100	601,722	530,000
Temporary Help	2,920	-	320	-
Standby & Premium Pay	42,669	33,200	65,627	38,200
Longevity Pay	12,175	11,800	11,963	11,200
Total Payroll	3,779,999	3,700,700	3,841,285	3,960,000
Operations	183,494	275,800	201,785	245,800
Maintenance	44,970	139,800	27,389	134,800
Capital Outlay	-	-	-	-
Total Summary by Major Accounts	4,008,463	4,116,300	4,070,460	4,340,600
<u>Funding Allocation</u>				
Sewer Allocation 34%	1,362,800	1,399,500	1,383,900	1,475,800
Water Allocation 66%	2,645,663	2,716,800	2,686,560	2,864,800
Total Funding Allocation	4,008,463	4,116,300	4,070,460	4,340,600
<u>Authorized Positions</u>				
Command Center	20	19	19	19
Utility Services	15	15	15	16
Total Authorized Positions	35	34	34	35

Administration**Description**

The Command Center is responsible for responding to all customers related emergencies as well as shift operations for emergency standby.

Budget Commentary

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

Payroll: \$48,700

- *Regular Pay* includes overtime increments and cost-of-living increases for eligible employees and the transfer of a Claims Agent from Treasury (1510010030).
- *Longevity Pay* has decreased based upon participation.

Operations: (\$32,000)

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	1,750,907	1,763,600	1,722,109	1,767,900
501050	Overtime	445,821	320,000	400,466	360,000
501020	Temporary Help	2,920	-	320	-
501060	Standby & Premium Pay	31,834	25,000	51,457	30,000
501070	Longevity Pay	4,450	4,700	4,963	4,100
	Total Payroll	2,235,932	2,113,300	2,179,314	2,162,000
	<u>Operations</u>				
511030	Meal Allowances	4,617	5,000	3,922	5,000
511010	Clothing & Apparel	4,107	5,000	8,714	5,000
c_supplies	Materials from Stock	328	6,000	1,197	6,000
513010	Office Supplies & Expenses	9,749	50,000	7,288	15,000
513400	Small Tools	1,129	4,000	921	4,000
513080	Communication Equipment & Supplies	1,560	18,000	7,898	18,000
512080	Outside Services	58,400	65,000	58,400	68,000
522020	Computer Equipment & Supplies	500	4,000	-	4,000
	Total Operations	80,389	157,000	88,339	125,000
522170	Sewers	15,345	45,000	13,925	45,000
522160	Other Maintenance	21,791	60,000	7,132	60,000
	Total Maintenance	37,598	115,000	22,153	110,000
	Total Expenditure Classification	2,353,920	2,385,300	2,289,806	2,397,000
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	800,300	811,000	778,500	815,000
	Water Allocation 66%	1,553,620	1,574,300	1,511,306	1,582,000
	Total Funding Allocation	2,353,920	2,385,300	2,289,806	2,397,000
	<u>Authorized Positions</u>				
	Administrative Clerk	3	2	2	2
	Claims Agent	1	1	1	2
	Command Center Asst Superintendent	1	-	-	-
	Command Center Superintendent	-	1	1	-
	Command Center Senior Supervisor	-	-	-	1
	Customer Services Maintainer 1	1	1	1	-
	Manager of Command Center	1	1	1	1
	Sewer Maintenance Crew Leader	1	1	1	-
	Utility Maintainer 2	1	1	1	4
	Utility Operations Shift Crew Leader	3	3	3	3
	Utility Operations Shift Maintainer	5	5	5	3
	Utility Maintenance Supervisor	3	3	3	3
	Total Authorized Positions	20	19	19	19

Utility Services**Description**

Working out of the District's Maxim Road Facility, the Utility Services activity is responsible for the FOG program, permitting and inspection of all new connections to the District's sewage collection and water distribution systems. Field inspectors prepare detailed records of each connection, including sketches of underground service piping, which are used by District forces and/or private contractors when repairs are needed. Utility Services is also responsible for the maintenance of facility records and the associated task of marking out underground facilities as mandated under Connecticut's "Call Before You Dig" program. Utility Services also assists in handling inquiries and complaints through on-site investigations of services and main line facilities. Office staff reviews plans for proposed residential, commercial, and industrial water and sewer connections. In addition, the activity tracks private contractor licenses, insurance and bonding, and enforces District ordinances regarding permitting requirements for both water and sewer.

Utility Services also coordinates services such as private fire hydrant maintenance, water meter installation, dye testing and investigations. In addition, the activity is responsible for the coordination and design of the relocation or adjustment of District facilities necessitated by Connecticut Department of Transportation highway projects, as well as member town road construction projects.

Budget Commentary

The Utility Services department budget for 2020 totals \$1,943,600, which is an increase of \$212,600 or 12.8% above the 2019 adopted level.

Payroll: \$210,600

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of an employee from EH&S (2310010010).
- *Overtime Pay* has increased due to the historical increase of town projects, Housing/Commercial developments and the response needed for all Emergency Call Before You Dig mark-outs.

Operations: \$2,000

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

Maintenance: \$0

- There are no anticipated changes for 2020.

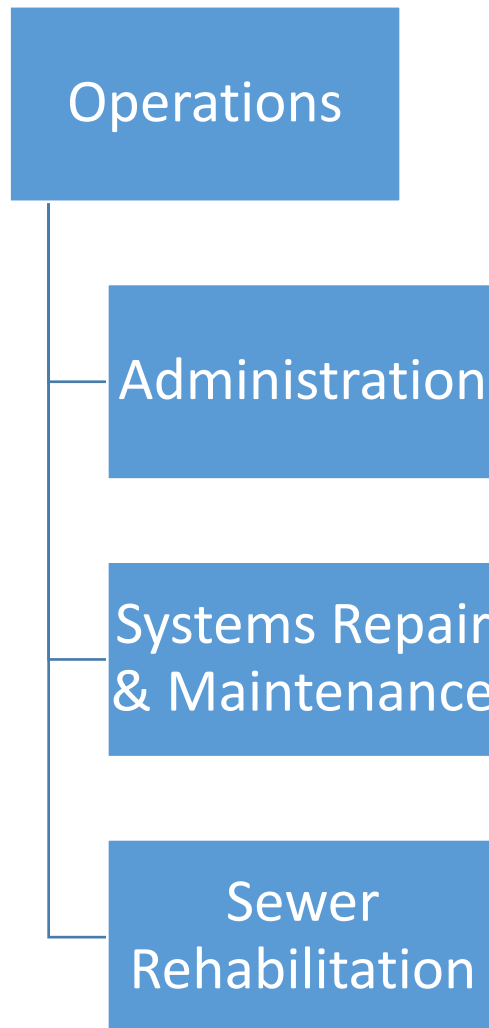
Utility Services

Commitment		2018	2019	2019	2020
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<u>Payroll</u>				
501010	Regular Pay	1,344,087	1,444,000	1,439,546	1,612,700
501050	Overtime	181,419	128,100	201,256	170,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	10,835	8,200	14,170	8,200
501070	Longevity Pay	7,725	7,100	7,000	7,100
	Total Payroll	1,544,066	1,587,400	1,661,972	1,798,000
	<u>Operations</u>				
511030	Meal Allowances	693	300	598	300
512360	Call Before you DIG	85,296	95,000	87,236	97,000
511010	Clothing & Apparel	5,360	7,500	5,481	7,500
	Inventory Adjustment	762	-	-	-
c_supplies	Materials from Stock	7,259	10,000	15,064	10,000
513400	Small Tools	1,609	2,000	3,529	2,000
511100	Seminars & Conventions	805	2,500	594	2,500
511220	Dues-Professional Associations	875	1,500	856	1,500
	Total Operations	103,105	118,800	113,446	120,800
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	4,177	-	-	-
521080	Tool & Work Equipment	3,195	24,800	5,236	24,800
	Total Maintenance	7,372	24,800	5,236	24,800
	Total Expenditure Classification	1,654,543	1,731,000	1,780,654	1,943,600
	<u>Funding Allocation</u>				
	Sewer Allocation 34%	562,500	588,500	605,400	660,800
	Water Allocation 66%	1,092,043	1,142,500	1,175,254	1,282,800
	Total Funding Allocation	1,654,543	1,731,000	1,780,654	1,943,600
	<u>Authorized Positions</u>				
	Cross Connection Tech 1	2	2	2	2
	Cross Connection Tech 2	2	2	2	2
	Customer Services Supervisor	1	1	1	1
	Engineering Technician 2	1	1	1	1
	Engineering Technician 3	1	1	1	1
	Environmental Analyst 2	-	-	-	1
	Project Engineer 2	1	1	1	1
	Senior Utility Services Technician	2	2	2	2
	Utility Services Eng Technician	5	5	5	5
	Total Authorized Positions	15	15	15	16

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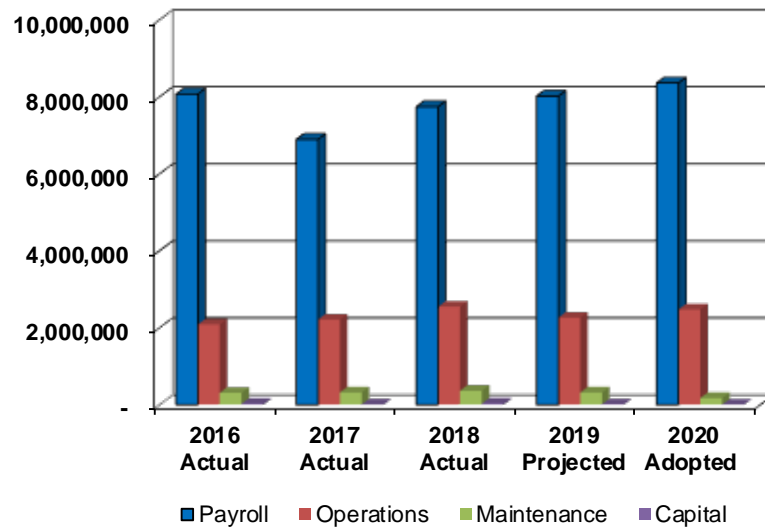
Operations

Administration
Systems Repair & Maintenance
Sewer Rehabilitation

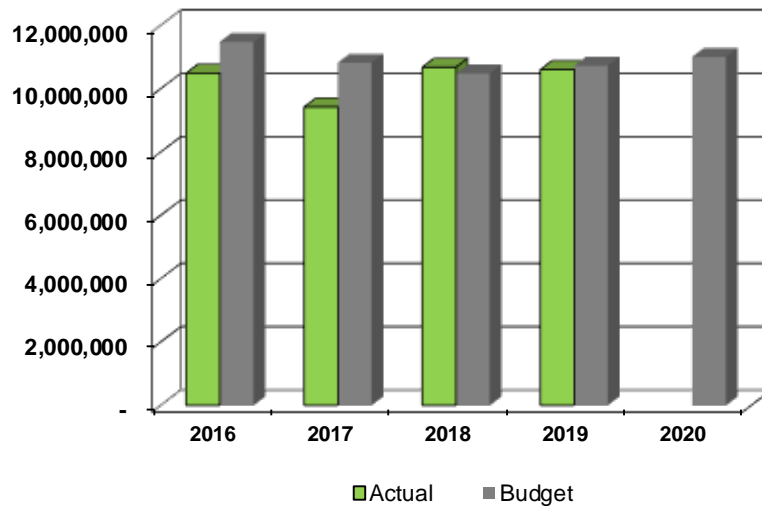


Operations

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	8,069,549	6,892,100	7,742,359	8,017,797	8,356,100
Operations	2,083,638	2,208,200	2,545,776	2,258,373	2,472,000
Maintenance	305,936	316,600	360,617	314,288	172,500
Capital	24,716	5,100	27,880	7,948	-
Total	10,483,839	9,422,000	10,676,631	10,598,407	11,000,600



	2016	2017	2018	2019	2020
Actual	10,483,839	9,422,000	10,676,631	10,598,407	
Budget	11,472,800	10,816,900	10,475,300	10,721,600	11,000,600
Variance	(988,961)	(1,394,900)	201,331	(123,193)	

Operations

Summary

Description

The Operations Department is responsible for the operation, repair and maintenance of the water distribution and sewage collection systems within the District's service area. Additional responsibilities include fire hydrant maintenance, water metering and other related activities.

Budget Commentary

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

Operations

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	179,487	191,800	187,829	188,900
Systems Repair	10,497,144	10,529,800	10,410,578	10,811,700
Total Summary by Activity	10,676,631	10,721,600	10,598,407	11,000,600
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	5,891,466	6,593,500	6,451,807	6,904,500
Overtime	1,810,885	1,300,000	1,505,251	1,400,000
Temporary Help	-	-	1,736	-
Standby & Premium Pay	30,508	40,300	49,541	40,300
Longevity Pay	9,500	11,300	9,463	11,300
Total Payroll	7,742,359	7,945,100	8,017,797	8,356,100
Operations	2,545,776	2,397,000	2,258,373	2,472,000
Maintenance	360,617	364,500	314,288	172,500
Capital Outlay	27,880	15,000	7,948	-
Total Summary by Major Account	10,676,631	10,721,600	10,598,407	11,000,600
<u>Funding Allocation</u>				
Sewer Allocation 25%	2,669,200	2,680,500	2,649,600	2,750,100
Water Allocation 75%	8,007,431	8,041,100	7,948,807	8,250,500
Total Funding Allocation	10,676,631	10,721,600	10,598,407	11,000,600
<u>Authorized Positions</u>				
Administration	1	1	1	1
Systems Repair	76	80	80	80
Total Authorized Positions	77	81	81	81

Administration**Description**

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

Budget Commentary

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

Payroll: \$5,100

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

Operations: (\$8,000)

- *Ground Care* expenditure has been transferred to Plant Maintenance - Facilities (2240010020) in 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	164,880	170,000	173,079	175,100
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	800	800	800	800
	<i>Total Payroll</i>	165,680	170,800	173,879	175,900
	<i>Operations</i>				
511030	Meal Allowances	20	-	-	-
512840	Licenses & Registrations	1,000	1,000	778	1,000
513010	Office Supplies & Expenses	1,446	2,000	1,115	2,000
512350	Ground Care	7,846	8,000	3,639	-
511100	Seminars & Conventions	2,995	7,000	8,139	7,000
511220	Dues-Professional Associations	500	500	280	500
	<i>Total Operations</i>	13,807	18,500	13,950	10,500
	<i>Maintenance</i>				
521050	Office Furniture & Equipment	-	2,500	-	2,500
	<i>Total Maintenance</i>	-	2,500	-	2,500
	<i>Total Expenditure Classification</i>	179,487	191,800	187,829	188,900
	<i>Funding Allocation</i>				
	Sewer Allocation 25%	44,900	48,000	47,000	47,200
	Water Allocation 75%	134,587	143,800	140,829	141,700
	<i>Total Funding Allocation</i>	179,487	191,800	187,829	188,900
	<i>Authorized Positions</i>				
	Manager of Operations	1	1	1	1
	<i>Total Authorized Positions</i>	1	1	1	1

Systems Repair & Maintenance

Description

The Systems Repair & Maintenance unit is primarily responsible for the emergency repair of all components of the water distribution and sewer collection systems. This unit is also responsible for all service connection water taps required by developers and contractors and utility relocation work required by Towns and the State.

The Hydrant Maintenance crews maintain more than 10,700 hydrants, flushes more than 1,465 miles of water mains, and provides assistance in addressing water system emergencies.

The Sewer Cleaning crews are responsible for the cleaning and the inspection of more than 1,250 miles of pipes in the sewer collection system and 5,800 catch basins in Hartford's combined system. Additionally, Gate and Regulator Maintenance crews are responsible for more than 30,200 gates (valves), 36 regulators, 100 check valves, manholes, and other system appurtenances.

The Meter Installation and Repair crews are responsible for installing, testing and repairing larger water meters, providing turn-off and turn-on services for customers, investigating leaks, assisting in major shutdowns, and handling emergency pumping.

Budget Commentary

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

Payroll: \$405,900

- *Regular Pay* includes increments and cost-of-living increases for eligible employees.
- *Regular Pay* includes the transfer of four employees from CIP budget into Operating budget payroll; as well as a transfer of an employee into the Water Supply – Reservoir Operations and Maintenance department (2210030020).

Operations: \$83,000

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

Maintenance: (\$192,000)

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

Capital Outlay: \$0

- There are no anticipated increases for 2020.

Systems Repair & Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	5,726,586	6,423,500	6,278,728	6,729,400
501050	Overtime	1,810,885	1,300,000	1,505,251	1,400,000
501020	Temporary Help	-	-	1,736	-
501060	Standby & Premium Pay	30,508	40,300	49,541	40,300
501070	Longevity Pay	8,700	10,500	8,663	10,500
	Total Payroll	7,576,679	7,774,300	7,843,919	8,180,200
	<i>Operations</i>				
511030	Meal Allowances	59,975	51,000	56,788	54,000
512060	Police Services	629,697	650,000	474,160	450,000
512100	Flagging Services	-	-	23,000	200,000
511010	Clothing & Apparel	39,589	40,000	46,246	40,000
512400	Grit/Screening Disposal	176,587	150,000	77,706	150,000
c_supplies	Material from Stock	1,524,848	1,400,000	1,464,973	1,450,000
513590	Lights & Barricades	2,897	7,000	93	7,000
513010	Office Supplies & Expenses	10,966	18,000	20,499	18,000
513400	Small Tools	49,356	55,000	46,821	55,000
521020	Safety Equipment	4,758	7,500	6,045	7,500
511100	Seminars & Conventions	537	-	-	-
512080	Outside Services	27,272	-	28,093	30,000
	Television Services	5,486	-	-	-
	Total Operations	2,531,968	2,378,500	2,244,423	2,461,500
	<i>Maintenance</i>				
521080	Tool & Work Equipment	89,094	140,000	129,800	170,000
521150	Catch Basins	4,192	5,000	4,856	-
512790	Hydrant Repair	32,683	40,000	36,781	-
521170	Mains	151,019	75,000	69,668	-
521170	Manholes	2,661	5,000	-	-
	Services	7,844	10,000	9,960	-
522170	Sewers	20,825	25,000	18,483	-
522130	Gate & Regulatory Repairs	26,314	32,000	27,679	-
522140	Laterals/Relining	25,985	30,000	17,061	-
	Total Maintenance	360,617	362,000	314,288	170,000
	<i>Capital Outlay</i>				
	Tool & Work Equipment	27,880	15,000	7,948	-
	Total Capital Outlay	27,880	15,000	7,948	-
	Total Expenditure Classification	10,497,144	10,529,800	10,410,578	10,811,700
	<u>Funding Allocation</u>				
	Sewer Allocation 25%	2,624,300	2,632,500	2,602,600	2,702,900
	Water Allocation 75%	7,872,844	7,897,300	7,807,978	8,108,800
	Total Funding Allocation	10,497,144	10,529,800	10,410,578	10,811,700

Systems Repair & Maintenance

<i>Authorized Positions</i>	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Administrative Clerk	1	1	1	1
Asst. Systems Maintenance Supt.	1	-	-	1
Asst. Systems Repair Supt.	1	-	-	1
Asst Utility Maint Supt.	-	1	1	-
Customer Service Maintainer 1	3	5	5	3
Electrician 2	1	-	-	1
Equipment Operator 1	4	6	6	4
Gate Maintainer 1	2	1	1	2
Gate Maintainer 2	2	-	-	2
Gate Maintenance Crew Leader	1	1	1	1
Hydrant Maintainer 1	1	2	2	1
Hydrant Maintainer 2	2	1	1	2
Hydrant Maintenance Supervisor	1	-	-	1
Meter Maintenance Crew Leader	1	1	1	1
Meter Reader 1	2	2	2	2
Meter Reader 2	1	1	1	1
Meter Reading Crew Leader	1	1	1	1
Meter Supervisor	1	-	-	1
Senior Clerk	-	1	1	-
Senior Systems Repair Supervisor	1	1	1	1
Sr. Utility Maint. Crew Leader	1	3	3	4
Sr. Utility Maint. Supervisor	-	3	3	-
Sewer Maintenance Crew Leader	6	4	4	6
Sewer Maintenance Supervisor	1	1	1	1
Utility Maintenance Supervisor	6	9	9	6
Utility Maintenance Superintendent	1	1	1	1
Utility Maintainer 1	16	15	15	16
Utility Maintainer 2	13	13	13	13
Utility Operations Maintainer	2	2	2	2
Utility Sys. Monitoring Technician	1	-	-	1
Utility Svcs. Monitoring Technician 1	-	-	-	1
Utility Sys. Monitoring Technician 1	1	2	2	-
Utility Sys. Monitoring Technician 2	1	2	2	2
<i>Total Authorized Positions</i>	76	80	80	80

Operations

Sewer Rehabilitation

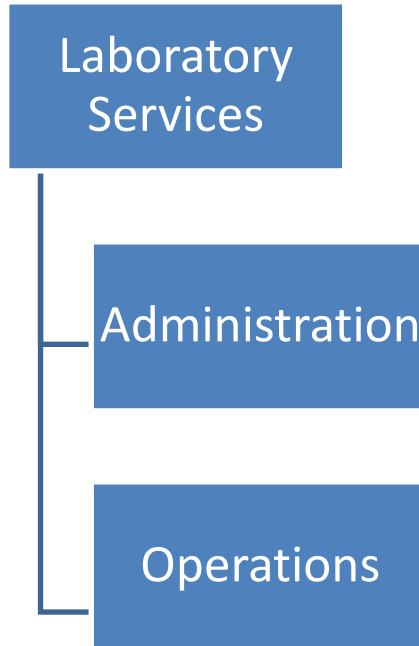
Description/Budget Commentary

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

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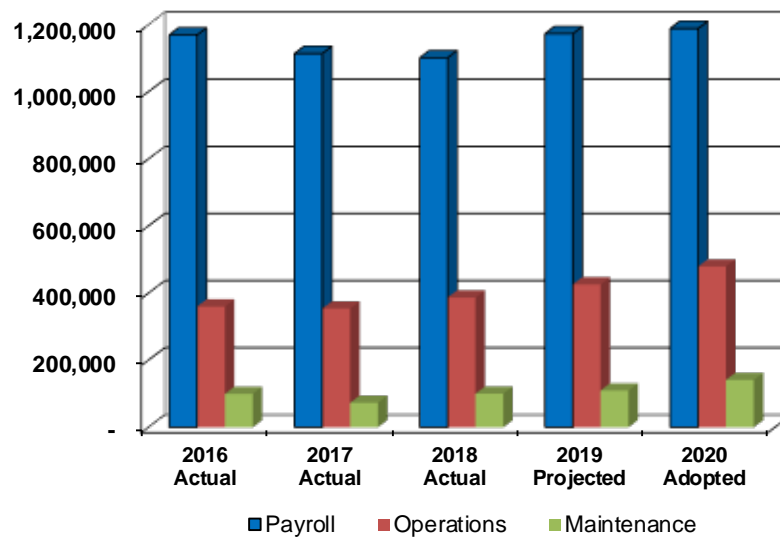
Laboratory Services

Administration
Operations

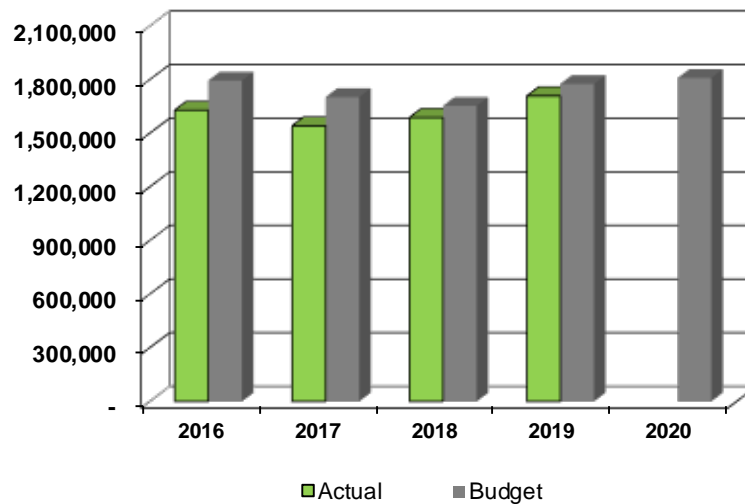


Laboratory Services

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	1,169,758	1,114,400	1,101,732	1,173,507	1,188,900
Operations	360,187	354,100	386,668	426,098	479,400
Maintenance	99,835	73,300	100,027	109,831	141,000
Total	1,629,780	1,541,800	1,588,427	1,709,436	1,809,300



	2016	2017	2018	2019	2020
Actual	1,629,780	1,541,800	1,588,427	1,709,436	
Budget	1,794,500	1,702,700	1,653,300	1,775,600	1,809,300
Variance	(164,720)	(160,900)	(64,873)	(66,164)	

Laboratory Services

Summary

Description

The Laboratory Services Department is responsible for the extensive testing and analysis of the District's water and wastewater at various locations and at various stages in the process.

Budget Commentary

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

Laboratory Services

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	285,525	296,800	300,306	305,300
Operations	1,302,902	1,478,800	1,409,131	1,504,000
<i>Total Summary by Activity</i>	1,588,427	1,775,600	1,709,436	1,809,300
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	1,070,903	1,115,600	1,130,657	1,149,200
Overtime	24,559	33,900	35,787	33,900
Temporary Help	880	-	1,740	-
Standby & Premium Pay	1,914	2,000	1,849	2,000
Longevity Pay	3,475	3,700	3,475	3,800
<i>Total Payroll</i>	1,101,732	1,155,200	1,173,507	1,188,900
Operations	386,668	479,400	426,098	479,400
Maintenance	100,027	141,000	109,831	141,000
<i>Total Summary by Major Account</i>	1,588,427	1,775,600	1,709,436	1,809,300
<u>Funding Allocation</u>				
Sewer Allocation 48%	762,500	852,300	820,500	868,400
Water Allocation 52%	825,927	923,300	888,936	940,900
<i>Total Funding Allocation</i>	1,588,427	1,775,600	1,709,436	1,809,300
<u>Authorized Positions</u>				
Administration	2	2	2	2
Operations	9	9	9	9
<i>Total Authorized Positions</i>	11	11	11	11

Administration**Description**

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

Budget Commentary

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

Payroll: \$8,500

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

Operations: \$0

- The budget is expected to be unchanged for 2020.

Maintenance: \$0

- The budget is expected to be unchanged for 2020.

Laboratory Services

2230010010

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	276,256	284,800	289,992	293,300
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,150	1,200	1,150	1,200
	<i>Total Payroll</i>	277,406	286,000	291,142	294,500
	<i>Operations</i>				
512840	Licenses & Registrations	200	500	80	500
513010	Office Supplies & Expenses	2,602	3,000	2,168	3,000
519100	Printed Forms	149	1,000	-	1,000
511100	Seminars & Conventions	2,760	3,000	5,864	3,000
511220	Dues-Professional Associations	1,718	1,800	1,052	1,800
	<i>Total Operations</i>	7,429	9,300	9,164	9,300
	<i>Maintenance</i>				
521050	Office Furniture & Equipment	690	1,500	-	1,500
	<i>Total Maintenance</i>	690	1,500	-	1,500
	<i>Total Expenditure Classification</i>	285,525	296,800	300,306	305,300
	<i>Funding Allocation</i>				
	Sewer Allocation 48%	137,100	142,500	144,100	146,500
	Water Allocation 52%	148,425	154,300	156,206	158,800
	<i>Total Funding Allocation</i>	285,525	296,800	300,306	305,300
	<i>Authorized Positions</i>				
	Manager of Lab Services	1	1	1	1
	WPC Laboratory Administrator	1	1	1	1
	<i>Total Authorized Positions</i>	2	2	2	2

Operations**Description**

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

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

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

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

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

Operations**Budget Commentary**

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

Payroll: \$25,200

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

Operations: \$0

- The budget is expected to be unchanged for 2020

Maintenance: \$0

- The budget is expected to be unchanged for 2020

Laboratory Services

2230010020

Operations

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	794,648	830,800	840,665	855,900
501050	Overtime	24,559	33,900	35,787	33,900
501020	Temporary Help	880	-	1,740	-
501060	Standby & Premium Pay	1,914	2,000	1,849	2,000
501070	Longevity Pay	2,325	2,500	2,325	2,600
	Total Payroll	824,327	869,200	882,366	894,400
	<u>Operations</u>				
511030	Meal Allowances	10	-	20	-
511010	Clothing & Apparel	2,484	3,000	2,797	3,000
513040	Laboratory Supplies	172,694	183,300	183,878	183,300
514030	Propane Gas	7,772	8,000	6,852	8,000
512080	Outside Services	39,994	50,000	46,762	50,000
512710	Outside Testing & Laboratory Services	156,285	225,800	176,626	225,800
	Total Operations	379,239	470,100	416,934	470,100
	<u>Maintenance</u>				
521040	Laboratory Equipment	99,337	134,500	104,891	134,500
513540	Dist Res, Stndpipes, Strg Tanks	-	5,000	4,940	5,000
	Total Maintenance	99,337	139,500	109,831	139,500
	Total Expenditure Classification	1,302,902	1,478,800	1,409,131	1,504,000
	<u>Funding Allocation</u>				
	Sewer Allocation 48%	625,400	709,800	676,400	721,900
	Water Allocation 52%	677,502	769,000	732,731	782,100
	Total Funding Allocation	1,302,902	1,478,800	1,409,131	1,504,000
	<u>Authorized Positions</u>				
	Chemist	2	2	2	2
	Laboratory Tech	3	3	3	3
	Microbiologist	2	2	2	2
	Water Treatment Plant Operator	1	1	1	1
	WPC Process Analyst	1	1	1	1
	Total Authorized Positions	9	9	9	9

Water Pollution Control

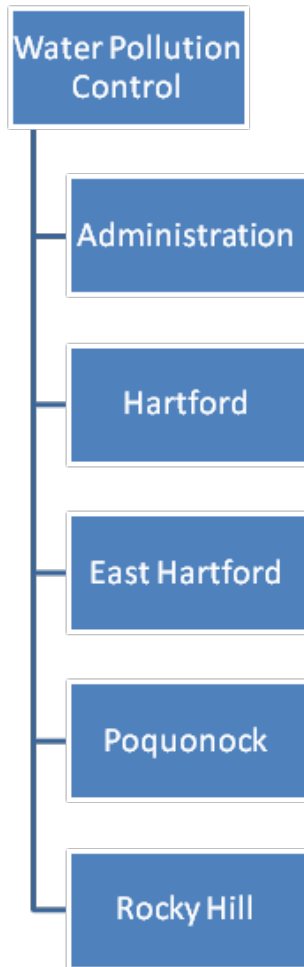
Administration

Hartford

East Hartford

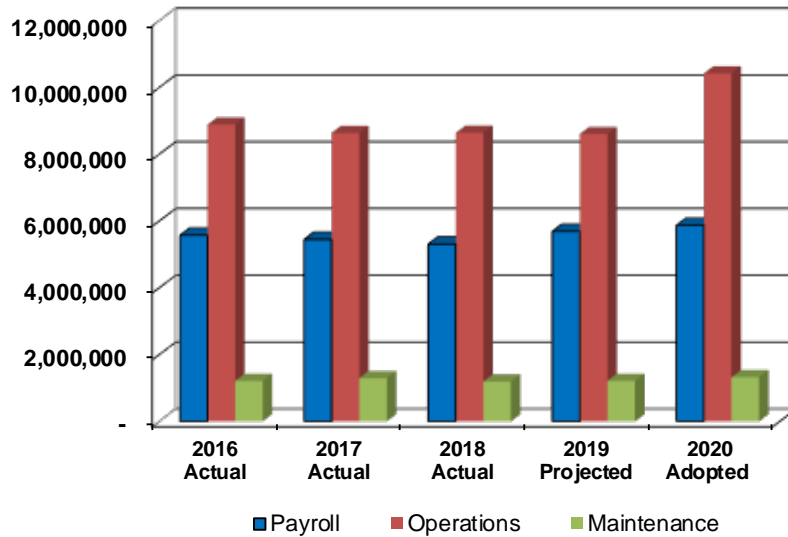
Poquonock

Rocky Hill

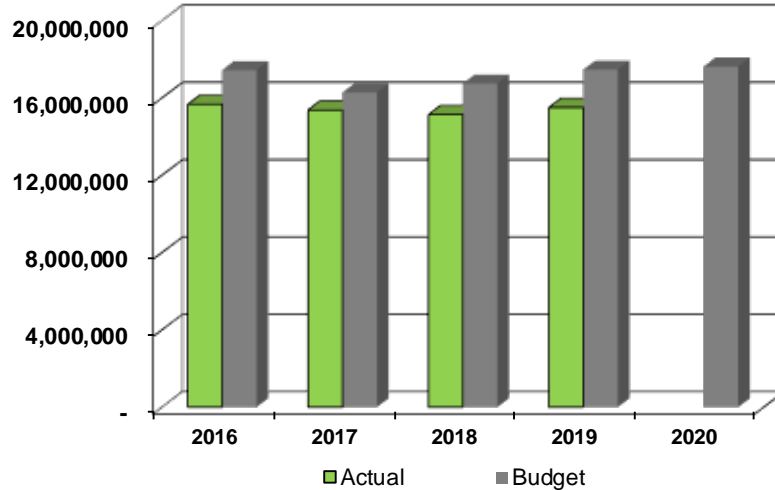


Water Pollution Control

Summary



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	5,573,431	5,448,500	5,310,772	5,688,988	5,871,100
Operations	8,885,591	8,636,500	8,639,451	8,602,703	10,423,200
Maintenance	1,211,792	1,292,100	1,189,438	1,211,850	1,322,500
Total	15,670,814	15,377,100	15,139,661	15,503,541	17,616,800



	2016	2017	2018	2019	2020
Actual	15,670,814	15,377,100	15,139,661	15,503,541	
Budget	17,435,400	16,281,400	16,745,100	17,462,200	17,616,800
Variance	(1,764,586)	(904,300)	(1,605,439)	(1,958,659)	

Water Pollution Control

Summary

Description

The Water Pollution Control (WPC) activity is responsible for the processing and treatment of wastewater that flows into the District's East Hartford, Hartford, Poquonock and Rocky Hill facilities. Treatment is accomplished in accordance with the standards of National Pollutant Discharge Elimination System (NPDES) permits issued by the Connecticut Department of Energy and Environmental Protection (DEEP).

Budget Commentary

The 2020 budget for the WPC Administration and Water Pollution Control is \$17,616,800 which is up from the level approved for 2019 by \$154,600 or 0.9%. Budget details regarding the activity and departments are provided on succeeding pages.

Water Pollution Control

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Summary by Activity				
Administration	183,977	253,400	238,803	396,800
Hartford	11,987,295	13,740,200	12,177,679	13,786,200
East Hartford	1,112,628	1,337,200	1,074,638	1,289,600
Poquonock	882,744	971,550	937,969	996,700
Rocky Hill	973,018	1,159,850	1,074,453	1,147,500
<i>Total Summary by Activity</i>	15,139,661	17,462,200	15,503,541	17,616,800
Summary by Major Account				
Payroll				
Regular Pay	4,698,448	5,118,200	5,040,583	5,103,500
Overtime	551,174	707,500	548,221	651,500
Standby & Premium Pay	58,888	65,400	97,747	113,600
Longevity Pay	2,263	3,400	2,438	2,500
<i>Total Payroll</i>	5,310,772	5,894,500	5,688,988	5,871,100
Operations	8,639,451	10,228,000	8,602,703	10,423,200
Maintenance	1,189,438	1,339,700	1,211,850	1,322,500
<i>Total Summary by Major Account</i>	15,139,661	17,462,200	15,503,541	17,616,800
Funding Allocation				
Sewer Allocation 100%	15,139,661	17,462,200	15,503,541	17,616,800
Water Allocation 0%	-	-	-	-
<i>Total Funding Allocation</i>	15,139,661	17,462,200	15,503,541	17,616,800
Authorized Positions				
Administration	-	-	1	1
Hartford	44	45	44	45
East Hartford	5	6	6	5
Poquonock	4	4	4	4
Rocky Hill	5	5	5	5
<i>Total Authorized Positions</i>	58	60	60	60

Administration**Description**

The Water Pollution Control (WPC) activity is responsible for the processing and treatment of wastewater that flows into the District's East Hartford, Hartford, Poquonock and Rocky Hill facilities. Treatment is accomplished in accordance with the standards of National Pollutant Discharge Elimination System (NPDES) permits issued by the Connecticut Department of Energy and Environmental Protection (DEEP).

Budget Commentary

The Water Pollution Control Administration budget for 2020 is increasing by \$143,400 or 56.6% above the level approved for 2019.

Payroll: \$143,400

- Increase includes the funding of the Manager of Water Pollution Control; which was a transfer of a position from the WPC – Hartford facility (2220010020).

Operations: \$0

- No increase to the operational budget proposed for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	-	-	30,074	143,000
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	175	400
	Total Payroll	-	-	30,249	143,400
	<u>Operations</u>				
512310	Permits	121,207	120,000	113,351	120,000
512840	Licenses & Registration	285	500	285	500
513010	Office Supplies and Expenses	140	500	447	500
519100	Printed Forms	73	200	-	200
511100	Seminars & Conventions	5,157	8,000	10,256	8,000
511220	Dues-Professional Associations	2,048	2,000	2,390	2,000
511210	Books & Subscriptions	60	1,000	-	1,000
511120	Meeting Expenses	808	1,200	2,256	1,200
512710	Outside Testing & Laboratory Services	54,200	120,000	79,570	120,000
	Total Operations	183,977	253,400	208,555	253,400
	Total Expenditure Classification	183,977	253,400	238,803	396,800
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	183,977	253,400	238,803	396,800
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	183,977	253,400	238,803	396,800
	<u>Authorized Positions</u>				
	Manager of WPC	-	-	1	1
	Total Authorized Positions	-	-	1	1

Hartford**Description**

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

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

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

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

Budget Commentary

The 2020 budget for Water Pollution Control, Hartford, totals \$13,786,200, which is an increase from the level adopted in 2019 by \$46,000 or 0.3%.

Payroll: (\$128,600)

- Decrease in *payroll* is the result transferring a position to the Water Pollution Control Administration and not filling a vacancy that was due to a transfer of a position to EHWPCF (2220010030).
- *Standby & Premium Pay* includes increase in reference to union contract change.
- *Longevity Pay* has decreased as a result of employee participation.

Operations: \$174,600

- *Fuel for Incineration* is decreasing based on anticipated activity at the facility.
- *Polymer and Water Treatment Chlorine* increases reflect a rise in activity, and increased contract rates.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall wet weather pattern during nitrogen removal season.

Water Pollution Control

2220010020

Hartford

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	3,595,154	3,849,600	3,867,113	3,721,800
501050	Overtime	428,066	545,000	436,842	500,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	46,664	55,000	80,414	100,000
501070	Longevity Pay	1,025	1,700	1,438	900
	Total Payroll	4,070,909	4,451,300	4,385,806	4,322,700
	<u>Operations</u>				
511030	Meal Allowances	1,300	4,100	1,180	2,200
511010	Clothing & Apparel	34,686	31,000	41,460	38,000
502032	Inventory Adjustments	(1,889)	-	-	-
512400	Grit/Screening Disposal	157,258	240,000	150,226	181,000
c_supplies	Materials From Stock	829,658	790,000	541,865	790,000
513140	Electrical Supplies	1,932	3,700	3,698	3,700
513020	Janitorial Supplies	9,997	13,500	2,048	11,000
513010	Office Supplies & Expenses	5,685	5,700	5,429	5,700
513400	Small Tools	3,995	4,100	2,734	4,100
513080	Communication Equipment & Supplies	-	3,000	988	3,000
513160	Oil Spill Supplies	370	2,000	-	2,000
515010	Water Treatment Chemicals	44,617	150,000	27,400	175,000
515030	Chlorine	1,832	13,000	8,926	32,000
515080	Polymer	556,344	620,000	657,604	641,000
515320	Odor Control Chemicals	13,925	24,400	11,454	24,400
512420	Ash Disposal	662,476	695,000	640,473	640,000
512050	Custodial Services	2,503	11,000	8,114	11,000
512410	Refuse Collection	18,032	43,000	24,559	38,000
512350	Ground Care	-	8,000	3,061	-
513710	Fuel for Incineration	509,584	650,000	561,615	600,000
513710	Fuel for Pumping	243,626	162,000	157,373	110,000
513710	Fuel for Heating	122,256	264,000	161,004	264,000
513740	Oil & Lubricant	-	5,000	152	5,000
519100	Blueprints, Maps, & Charts	-	1,000	75	1,000
512080	Outside Services	36,577	70,000	104,376	70,000
512850	DEEP Nitrogen Credit Program	564,078	675,000	758,166	1,011,000
512080	Pest Control Services	-	1,000	1,875	1,000
523120	Equipment Rental	11,137	51,000	12,536	51,000
514010	Electricity	3,151,986	3,750,000	2,929,381	3,750,000
	Total Operations	6,982,389	8,290,500	6,817,875	8,465,100
	<u>Maintenance</u>				
521080	Tool & Work Equipment	5,897	6,000	4,548	6,000
521100	Treatment Equipment	851,372	900,000	889,610	900,000
521100	Treatment Structures	76,728	92,400	79,760	92,400
	Total Maintenance	933,997	998,400	973,997	998,400
	Total Expenditure Classification	11,987,295	13,740,200	12,177,679	13,786,200
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	11,987,295	13,740,200	12,177,679	13,786,200
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	11,987,295	13,740,200	12,177,679	13,786,200

Water Pollution Control

2220010020

Hartford

Authorized Positions	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Assistant WPC Plant Superintendent	1	1	-	-
Senior Clerk / Typist	1	1	1	1
WPC Crew Leader 1	5	6	6	6
WPC Crew Leader 2	7	7	7	7
WPC Plant Operator	5	-	-	-
WPC Plant Operator 1	12	-	-	-
WPC Plant Operator 2	8	24	24	25
WPC Plant Shift Supervisor	4	5	5	5
WPC Plant Superintendent	1	1	1	1
<i>Total Authorized Positions</i>	44	45	44	45

East Hartford**Description**

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

Budget Commentary

The total East Hartford WPC budget for 2020 is \$1,289,600, which is below the level adopted in 2019 by \$47,600 or 3.6%.

Payroll: (\$46,300)

- *Regular Pay* includes increments and cost-of-living increases for eligible employees; and is includes a transfer of a position from the HWPCF (2220010020) which is offset by the elimination of a position.

Operations: \$13,900

- Expenses for *Water Treatment Chemicals* and *Electricity* are expected to increase based on market conditions, contract rates and usage.
- Expenses for *Safety Equipment* and other various allotments are decreasing based on historical spend. *Ground Care* expenditures were moved to Plants Maintenance – Facilities (2240010020).

Maintenance: (\$15,200)

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

East Hartford

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	381,405	496,000	349,724	450,400
501050	Overtime	9,826	49,000	10,489	46,500
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	5,524	3,700	7,057	5,100
501070	Longevity Pay	-	-	-	400
	Total Payroll	396,755	548,700	367,270	502,400
	<u>Operations</u>				
511030	Meal Allowances	50	500	40	400
511010	Clothing & Apparel	2,224	4,000	3,987	4,000
512400	Grit/Screening Disposal	21,489	24,000	13,497	15,000
c_supplies	Material from Stock	41,793	12,500	69,792	27,500
513140	Electrical Supplies	50	1,000	-	500
513020	Janitorial Supplies	26	3,000	8	1,500
513010	Office Supplies & Expenses	1,505	1,500	1,473	1,300
513400	Small Tools	799	3,000	-	2,500
513080	Communication Equipment & Supplies	-	2,500	174	2,000
513160	Oil Spill Supplies	-	500	-	500
521020	Safety Equipment	915	3,000	1,314	3,000
515010	Water Treatment Chemicals	49,239	54,000	34,303	58,000
512050	Custodial Services	312	5,500	2,068	4,400
512410	Refuse Collection	1,134	1,250	1,516	1,200
512350	Ground Care	9,800	9,800	9,800	-
513710	Fuel for Pumping	2,198	7,500	4,636	7,300
513710	Fuel for Heating	25,358	28,000	23,020	29,000
513740	Oil & Lubricant	691	6,000	-	5,000
512710	Outside Testing & Lab Services	265	2,200	441	1,800
512850	DEEP Nitrogen Credit Program	44,465	55,000	47,560	46,000
512080	Pest Control Services	-	750	292	500
514010	Electricity	423,757	422,000	433,458	450,000
	Total Operations	626,070	647,500	647,378	661,400
	<u>Maintenance</u>				
521080	Tool & Work Equipment	-	1,000	3,476	800
521100	Treatment Equipment	73,158	85,000	39,805	85,000
521100	Treatment Structures	16,646	55,000	16,709	40,000
	Total Maintenance	89,803	141,000	59,990	125,800
	Total Expenditure Classification	1,112,628	1,337,200	1,074,638	1,289,600
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	1,112,628	1,337,200	1,074,638	1,289,600
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	1,112,628	1,337,200	1,074,638	1,289,600

Water Pollution Control

2220010030

East Hartford

Authorized Positions	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
WPC Crew Leader 1	1	1	1	1
WPC Plant Operator 1	2	-	-	-
WPC Plant Operator 2	2	4	4	3
WPC Supervisor	-	1	1	-
Assistant WPC Plant Superintendent	-	-	-	1
<i>Total Authorized Positions</i>	5	6	6	5

Poquonock**Description**

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

Budget Commentary

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

Payroll: \$9,950

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

Operations: \$17,200

- Expenses for Water Treatment Chemicals and *Sludge Removal* is expected to increase
- *Material from Stock, Fuel for Heating and other various allotments* are expected to increase based on historical spend.
- Ground Care expenditure has been moved to Plants Maintenance – Facilities (2240010020) in 2020.
- *DEEP Nitrogen Credit Program* expenses are expected to increase due to an overall wet weather pattern during nitrogen removal season.

Maintenance: (\$2,000)

- Expenses are in line with projected activities for 2020.

Poquonock

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	340,191	350,000	357,434	357,000
501050	Overtime	49,903	42,000	46,801	45,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	3,375	3,400	5,025	3,400
501070	Longevity Pay	825	850	825	800
	Total Payroll	394,294	396,250	410,086	406,200
	<u>Operations</u>				
511030	Meal Allowances	-	200	-	200
511010	Clothing & Apparel	2,423	3,200	3,345	2,600
512400	Grit/Screening Disposal	11,637	12,500	13,815	16,000
c_supplies	Material from Stock	11,793	10,000	11,752	15,000
513010	Office Supplies & Expenses	1,962	3,500	3,597	2,500
513400	Small Tools	133	2,200	842	1,500
521020	Safety Equipment	2,487	2,000	1,864	2,000
515010	Water Treatment Chemicals	76,187	80,000	68,732	80,000
512410	Refuse Collection	1,585	3,000	1,410	2,000
512430	Sludge Removal	22,622	35,000	-	35,000
512350	Ground Care	21,957	13,000	19,160	-
513710	Fuel for Heating	9,831	9,200	7,404	9,200
513740	Oil & Lubricant	1,725	2,000	1,151	3,000
512080	Outside Services	-	2,000	-	2,000
512850	DEEP Nitrogen Credit Program	199,864	250,000	231,914	270,000
514010	Electricity	36,706	48,000	46,375	48,000
	Total Operations	400,914	475,800	411,362	493,000
	<u>Maintenance</u>				
521080	Tool & Work Equipment	5,864	8,500	7,999	8,500
521100	Treatment Equipment	73,506	82,000	101,923	80,000
521100	Treatment Structures	8,164	9,000	6,600	9,000
	Total Maintenance	87,535	99,500	116,521	97,500
	Total Expenditure Classification	882,744	971,550	937,969	996,700
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	882,744	971,550	937,969	996,700
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	882,744	971,550	937,969	996,700
	<u>Authorized Positions</u>				
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator	1	-	-	-
	WPC Plant Operator 1	1	-	-	-
	WPC Plant Operator 2	-	2	2	2
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	4	4	4	4

Rocky Hill**Description**

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

Budget Commentary

The Rocky Hill 2020 budget of \$1,147,500 is \$12,350 or 1.1% below the expenditure level adopted for 2019.

Payroll: (\$1,850)

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

Operations: (\$10,500)

- Ground Care maintenance has moved to Plant Maintenance – Facilities (2240010020) in 2020.
- *DEEP Nitrogen Credit Program* expenses are expected to decrease due to improvements that were done at the facility.

Maintenance: \$0

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

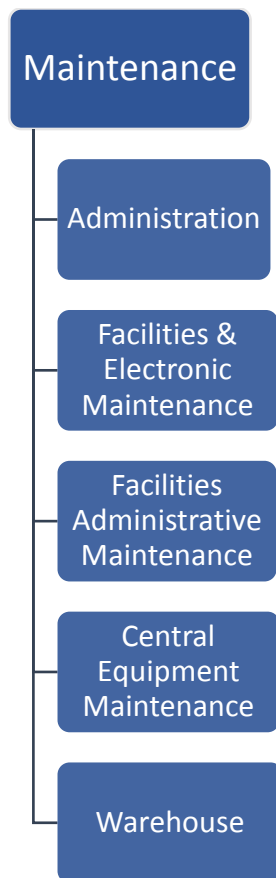
Rocky Hill

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	381,699	422,600	436,238	431,300
501050	Overtime	63,378	71,500	54,090	60,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	3,325	3,300	5,250	5,100
501070	Longevity Pay	413	850	-	-
	Total Payroll	448,814	498,250	495,578	496,400
	<u>Operations</u>				
511030	Meal Allowances	250	500	20	300
511010	Clothing & Apparel	2,298	3,300	3,547	3,300
512400	Grit/Screening Disposal	16,013	15,000	12,976	17,800
c_supplies	Materials from Stock	18,897	6,400	29,963	12,000
513020	Janitorial Supplies	757	3,000	1,411	3,000
513010	Office Supplies & Expenses	1,730	1,800	1,802	1,800
513400	Small Tools	2,442	3,000	433	2,500
521020	Safety Equipment	2,977	3,000	1,476	3,000
515030	Chlorine	9,068	12,000	10,856	14,000
512050	Custodial Services	251	3,000	1,964	4,000
512410	Refuse Collection	2,107	2,000	960	2,000
512350	Ground Care	20,000	20,000	1,575	-
513710	Fuel for Pumping	-	5,000	395	5,000
513710	Fuel for Heating	12,343	15,000	11,581	15,000
513740	Oil & Lubricant	1,494	5,100	-	5,100
512850	DEEP Nitrogen Credit Program	2,413	20,000	45,418	20,000
512710	Outside Testing & Lab Services	-	2,000	-	1,000
512080	Pest Control Services	-	700	245	500
514010	Electricity	353,062	440,000	392,910	440,000
	Total Operations	446,101	560,800	517,532	550,300
	<u>Maintenance</u>				
521080	Tool & Work Equipment	2,012	3,300	1,783	3,300
521100	Treatment Equipment	60,779	75,000	47,339	75,000
522010	Building Maintenance	2,443	7,500	3,404	7,500
521100	Treatment Structures	12,869	15,000	8,816	15,000
	Total Maintenance	78,102	100,800	61,342	100,800
	Total Expenditure Classification	973,018	1,159,850	1,074,453	1,147,500
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	973,018	1,159,850	1,074,453	1,147,500
	Water Allocation 0%	-	-	-	-
	Total Funding Allocation	973,018	1,159,850	1,074,453	1,147,500
	<u>Authorized Positions</u>				
	WPC Crew Leader 1	1	1	1	1
	WPC Plant Operator	1	-	-	-
	WPC Plant Operator 2	2	3	3	3
	WPC Satellite Plant Supervisor	1	1	1	1
	Total Authorized Positions	5	5	5	5

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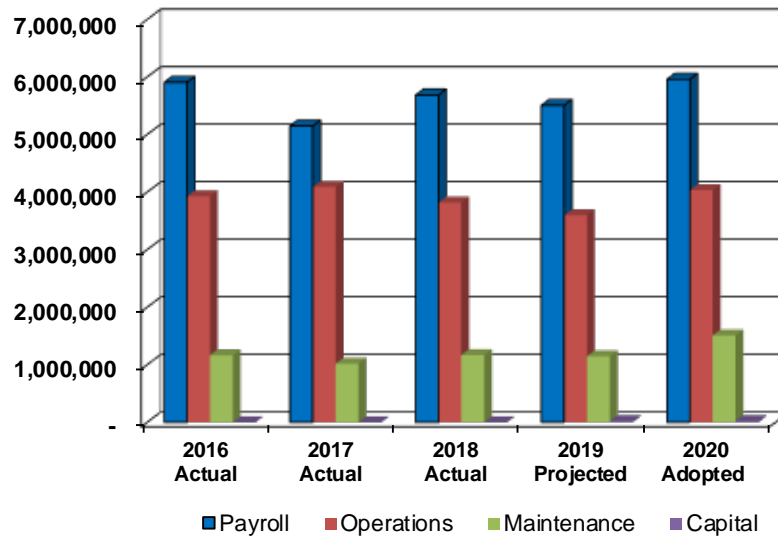
Maintenance

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

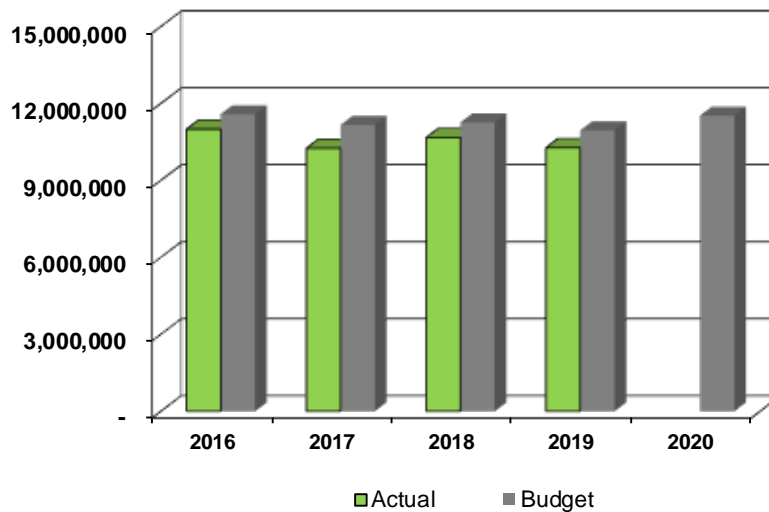


Maintenance

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	5,908,047	5,148,900	5,687,877	5,508,167	5,961,100
Operations	3,927,697	4,087,900	3,817,305	3,597,229	4,033,500
Maintenance	1,164,734	1,018,300	1,168,158	1,147,806	1,508,000
Capital	-	-	-	20,673	20,673
Total	11,000,478	10,255,100	10,673,340	10,273,875	11,523,273



	2016	2017	2018	2019	2020
Actual	11,000,478	10,255,100	10,673,340	10,273,875	
Budget	11,575,300	11,162,400	11,254,600	10,946,200	11,523,273
Variance	(574,822)	(907,300)	(581,260)	(672,325)	

Maintenance

Summary

Description

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

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

Budget Commentary

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

Maintenance

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	272,912	246,100	276,992	269,100
Facilities and Electronic Maintenance	5,232,178	4,877,200	4,811,038	5,101,900
Administrative Facilities Maintenance	1,315,545	1,389,000	1,282,811	1,569,000
Central Equipment Maintenance	3,209,346	3,745,400	3,222,984	3,761,300
Warehouse	643,358	688,500	680,051	801,300
<i>Total Summary by Activity</i>	10,673,340	10,946,200	10,273,875	11,502,600
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,987,901	5,038,000	4,789,525	5,170,200
Overtime	651,363	622,000	663,932	740,000
Temporary Help	-	-	-	-
Standby & Premium Pay	41,338	42,800	48,634	44,100
Longevity Pay	7,275	7,400	6,075	6,800
<i>Total Payroll</i>	5,687,877	5,710,200	5,508,167	5,961,100
Operations	3,817,305	3,937,000	3,597,229	4,033,500
Maintenance	1,168,158	1,299,000	1,147,806	1,508,000
Capital Outlay	-	-	20,673	-
<i>Total Summary by Major Account</i>	10,673,340	10,946,200	10,273,875	11,502,600
<u>Funding Allocation</u>				
Sewer Allocation 49%	5,229,900	5,363,600	5,034,200	5,636,200
Water Allocation 51%	5,443,440	5,582,600	5,239,675	5,866,400
<i>Total Funding Allocation</i>	10,673,340	10,946,200	10,273,875	11,502,600
<u>Authorized Positions</u>				
Administration	2	2	2	2
Facilities and Electronic Maintenance	34	33	33	33
Central Equipment Maintenance	15	15	15	14
Warehouse	7	7	7	8
<i>Total Authorized Positions</i>	58	57	57	57

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.

Budget Commentary

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

Payroll: \$23,000

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

Operations: \$0

- The budget is expected to be unchanged for 2020.

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	231,958	228,000	247,080	253,000
501050	Overtime	9,777	2,000	5,417	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	350	400	350	400
	Total Payroll	242,085	230,400	252,847	253,400
	<u>Operations</u>				
511010	Clothing Apparel	300	300	325	300
513010	Office Supplies	13,420	6,000	5,534	6,000
511100	Seminars & Conventions	12,946	2,000	16,115	2,000
511220	Dues-Professional Associations	3,364	1,000	797	1,000
511210	Books & Subscriptions	112	500	320	500
511120	Meeting Expenses	686	900	661	900
512070	Consulting Services	-	5,000	393	5,000
	Total Operations	30,827	15,700	24,145	15,700
	Total Expenditure Classification	272,912	246,100	276,992	269,100
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	133,700	120,600	135,700	131,900
	Water Allocation 51%	139,212	125,500	141,292	137,200
	Total Funding Allocation	272,912	246,100	276,992	269,100
	<u>Authorized Positions</u>				
	Manager of Plant Maintenance	1	1	1	1
	Administrative Clerk	1	1	1	1
	Total Authorized Positions	2	2	2	2

Facilities & Electronic Maintenance

Description

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

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

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

Budget Commentary

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

Payroll: \$168,700

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees, which is offset by a transfer of a position to Facilities Maintenance - (2240010020) in 2020.
- *Longevity* has decreased based upon participation.

Operations: (\$32,000)

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

Maintenance: \$88,000

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

Facilities & Electronic Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	2,877,170	2,882,700	2,688,905	2,952,200
501050	Overtime	492,821	450,000	500,833	550,000
501060	Standby & Premium Pay	34,800	35,000	38,280	35,000
501070	Longevity Pay	5,150	5,200	3,950	4,400
	Total Payroll	3,409,941	3,372,900	3,231,968	3,541,600
	<u>Operations</u>				
511030	Meal Allowances	1,290	4,000	653	4,000
512060	Police Services	-	5,000	-	-
513390	Salt & Sand Ice Control	-	2,000	-	2,000
511010	Clothing & Apparel	21,802	15,000	29,041	29,000
c_supplies	Materials from Stock	117,069	80,000	81,013	80,000
513140	Electrical Supplies	14,073	20,000	20,252	20,000
513010	Office Supplies and Expense	6,670	-	3,019	6,000
513400	Small Tools	17,993	13,000	23,919	18,000
513080	Communication Equipment & Supplies	8,097	8,000	-	8,000
513160	Oil Spill Supplies	-	1,000	-	1,000
521020	Safety Equipment	8,308	9,000	8,990	9,000
515310	Weed Control Chemicals	-	1,000	-	1,000
515320	Odor Control Chemicals	-	1,000	-	1,000
512410	Refuse Collection	-	4,000	3,417	4,000
512090	Security	-	10,000	-	-
512350	Ground Care	109,217	130,300	88,003	268,300
513710	Fuel for Heating	40,065	42,000	51,999	62,000
512080	Outside Services	372,859	250,000	242,747	-
523120	Equipment Rental	7,425	15,000	1,310	15,000
514010	Electricity	682,779	550,000	652,136	600,000
	Total Operations	1,407,645	1,160,300	1,216,758	1,128,300
	<u>Maintenance</u>				
521020	Safety Equipment	10,247	10,000	11,160	10,000
521030	Communication Equipment	42,968	35,000	-	-
521070	Pump Station Equipment	99,689	100,000	68,135	100,000
521080	Tool & Work Equipment	19,767	17,000	17,954	17,000
522030	Infrastructure Software	64,748	70,000	140,570	143,000
522010	Building Maintenance	111,193	100,000	116,994	150,000
521070	Pump Stations	20,428	-	500	-
513540	Dist Reservoir Standpipes Storage Tanks	-	12,000	-	12,000
	Total Maintenance	414,592	344,000	355,313	432,000
	Total Expenditure Classification	5,232,178	4,877,200	4,811,038	5,101,900
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	2,563,800	2,389,800	2,357,400	2,499,900
	Water Allocation 51%	2,668,378	2,487,400	2,453,638	2,602,000
	Total Funding Allocation	5,232,178	4,877,200	4,811,038	5,101,900

Facilities & Electronic Maintenance

Authorized Positions	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Buildings & Facilities Maint Crew Leader	-	1	1	-
Building and Grounds Maintainer	4	3	3	3
Carpenter	1	1	1	1
Electrician 1	2	-	-	1
Electrician 2	-	1	1	-
Electrical Maint Supervisor	-	1	1	-
Electronic Technician 1	1	1	1	1
Electronic Technician 2	6	6	6	6
Facilities Maintainer	1	-	-	1
Facility Maintainer 1	4	6	6	4
Facility Maintenance Supervisor	-	-	-	1
Instrumentation Tech 2	-	1	1	-
Machinist/Maint. Mechanic	2	-	-	-
Machinist/Maint. Mechanic 2	-	8	8	8
Maintenance Crew Leader	1	-	-	1
Maintenance Mechanic	6	-	-	-
Plant Maintainer	1	1	1	1
Plant Maintenance Supervisor	2	1	1	2
Pump Station Maint. Supervisor	1	-	-	1
Senior Maintenance Mechanic	1	1	1	1
Vehicle & Equipment Mechanic 2	1	1	1	1
<i>Total Authorized Positions</i>	34	33	33	33

Administrative Facilities Maintenance

Description

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

Budget Commentary

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

Operations: \$120,000

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

Maintenance: \$60,000

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

Administrative Facilities Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	-	-	-	-
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	-	-	-	-
	<u>Operations</u>				
c_supplies	Materials from Stock	13,541	10,000	8,345	10,000
513020	Janitorial Supplies	51,801	80,000	45,689	80,000
512050	Custodial Services	322,080	330,000	328,870	400,000
514050	Heating Ventilating & Air Conditioning	30,858	60,000	42,697	60,000
512410	Refuse Collection	50,407	68,000	53,437	68,000
512090	Security	5,122	10,000	5,311	10,000
513710	Fuel for Heating	77,233	120,000	94,163	120,000
512080	Pest Control Services	8,400	11,000	8,400	11,000
514010	Electricity	374,090	400,000	368,418	425,000
514050	Heating & Air Conditioning	218,607	200,000	194,513	225,000
	Total Operations	1,152,139	1,289,000	1,149,843	1,409,000
	<u>Maintenance</u>				
522010	Building Maintenance	163,406	100,000	132,968	160,000
	Total Maintenance	163,406	100,000	132,968	160,000
	Total Expenditure Classification	1,315,545	1,389,000	1,282,811	1,569,000
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	644,600	680,600	628,600	768,800
	Water Allocation 51%	670,945	708,400	654,211	800,200
	Total Funding Allocation	1,315,545	1,389,000	1,282,811	1,569,000

Central Equipment Maintenance**Description**

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

Budget Commentary

The Central Equipment Maintenance budget for 2020 is \$3,761,300, which is above the 2019 approved level by \$15,900 or 0.4%.

Payroll: (\$53,600)

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

Operations: \$8,500

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

Maintenance: \$61,000

- Overall maintenance is expected to increase based on the aging infrastructure, *Transportation, Stationary Equipment* and *Building Maintenance*.

Central Equipment Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	1,330,444	1,355,000	1,271,328	1,301,200
501050	Overtime	73,535	80,000	84,235	80,000
501060	Standby & Premium Pay	450	800	-	800
501070	Longevity Pay	1,775	1,800	1,775	2,000
	Total Payroll	1,406,205	1,437,600	1,357,339	1,384,000
	<u>Operations</u>				
511030	Meal Allowances	60	300	-	300
512310	Permits	525	2,500	25	2,500
511010	Clothing & Apparel	10,665	18,000	11,502	18,000
502032	Inventory Adjustments	(65)	-	-	-
c_supplies	Materials From Stock	272,885	300,000	266,999	300,000
513140	Electrical Supplies	-	3,300	458	3,300
513010	Office Supplies & Expenses	4,967	3,000	4,259	3,000
513400	Small Tools	14,916	18,000	13,053	18,000
521020	Safety Equipment	13,175	25,000	9,299	25,000
515330	Wash-Bay Chemicals	21,074	40,000	22,623	40,000
512410	Refuse Collection	12,717	12,000	11,696	15,000
512090	Security	4,334	6,500	5,313	6,500
514030	Propane Gas	1,636	10,000	1,482	10,000
513710	Fuel for Heating	15,209	30,000	17,964	30,000
513730	Gasoline	245,834	300,000	333,516	300,000
513720	Diesel Fuel	333,690	400,000	280,639	400,000
511220	Dues-Professional Associations	-	1,000	-	1,000
511120	Meeting Expense	817	1,000	350	1,000
512070	Consultant Services	171,952	170,000	135,499	170,000
523120	Equipment Rental	10,629	10,200	4,481	10,200
514010	Electricity	45,852	71,000	47,700	72,500
514020	Natural Gas	32,110	31,000	25,586	35,000
	Total Operations	1,212,982	1,452,800	1,192,446	1,461,300
	<u>Maintenance</u>				
521060	Power Operated Equipment	140,485	189,000	149,022	200,000
521080	Tool & Work Equipment	123,413	150,000	146,250	170,000
521090	Transportation Equipment	277,261	352,000	286,944	382,000
521110	Stationary Power Equipment	13,730	54,000	24,866	54,000
522010	Building Maintenance	35,271	110,000	52,443	110,000
	Total Maintenance	590,160	855,000	659,525	916,000
	Total Expenditure Classification	3,209,346	3,745,400	3,222,984	3,761,300
	<u>Funding Allocation</u>				
	Sewer Allocation 49%	1,572,600	1,835,200	1,579,300	1,843,000
	Water Allocation 51%	1,636,746	1,910,200	1,643,684	1,918,300
	Total Funding Allocation	3,209,346	3,745,400	3,222,984	3,761,300

Central Equipment Maintenance

Authorized Positions	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Administrative Assistant	1	1	1	1
Equipment Fabricator	1	1	1	1
Fleet Supervisor	1	1	1	1
Fleet Superintendent	1	1	1	1
Power Equipment Mechanic	1	-	-	1
Vehicle and Equip. Body Mechanic	1	1	1	1
Vehicle and Equip. Mechanic	2	6	6	2
Vehicle and Equipment Mechanic 2	4	1	1	4
Vehicle and Equip. Rep. Crew Leader	3	3	3	2
<i>Total Authorized Positions</i>	15	15	15	14

Warehouse**Description**

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

Budget Commentary

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

Payroll: \$112,800

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and a transfer of a position from Plant Maintenance (2240010020).

Operations: \$0

- Expenditure costs are expected to remain unchanged in 2020.

Warehouse

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	548,328	572,300	582,212	663,800
501050	Overtime	75,230	90,000	73,447	110,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	6,088	7,000	10,354	8,300
501070	Longevity Pay	-	-	-	-
	Total Payroll	629,646	669,300	666,014	782,100
	<i>Operations</i>				
511030	Meal Allowances	770	3,000	260	3,000
519020	Postage	7,989	10,000	6,012	10,000
511010	Clothing & Apparel	4,249	4,200	6,139	4,200
513010	Office Supplies & Expenses	704	1,000	999	1,000
513400	Small Tools	-	500	191	500
521020	Safety Equipment	-	500	436	500
	Total Operations	13,712	19,200	14,037	19,200
	Total Expenditure Classification	643,358	688,500	680,051	801,300
	<i>Funding Allocation</i>				
	Sewer Allocation 49%	315,200	337,400	333,200	392,600
	Water Allocation 51%	328,158	351,100	346,851	408,700
	Total Funding Allocation	643,358	688,500	680,051	801,300
	<i>Authorized Positions</i>				
	Inventory Stock Clerk	4	4	4	4
	Facilities Maintainer 1	-	-	-	1
	Stock Svcs Crew Leader	1	1	1	1
	Stock Services Supervisor	1	1	1	1
	Vehicle & Equip Rep. Crew Leader	1	1	1	1
	Total Authorized Positions	7	7	7	8

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Water Treatment and Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

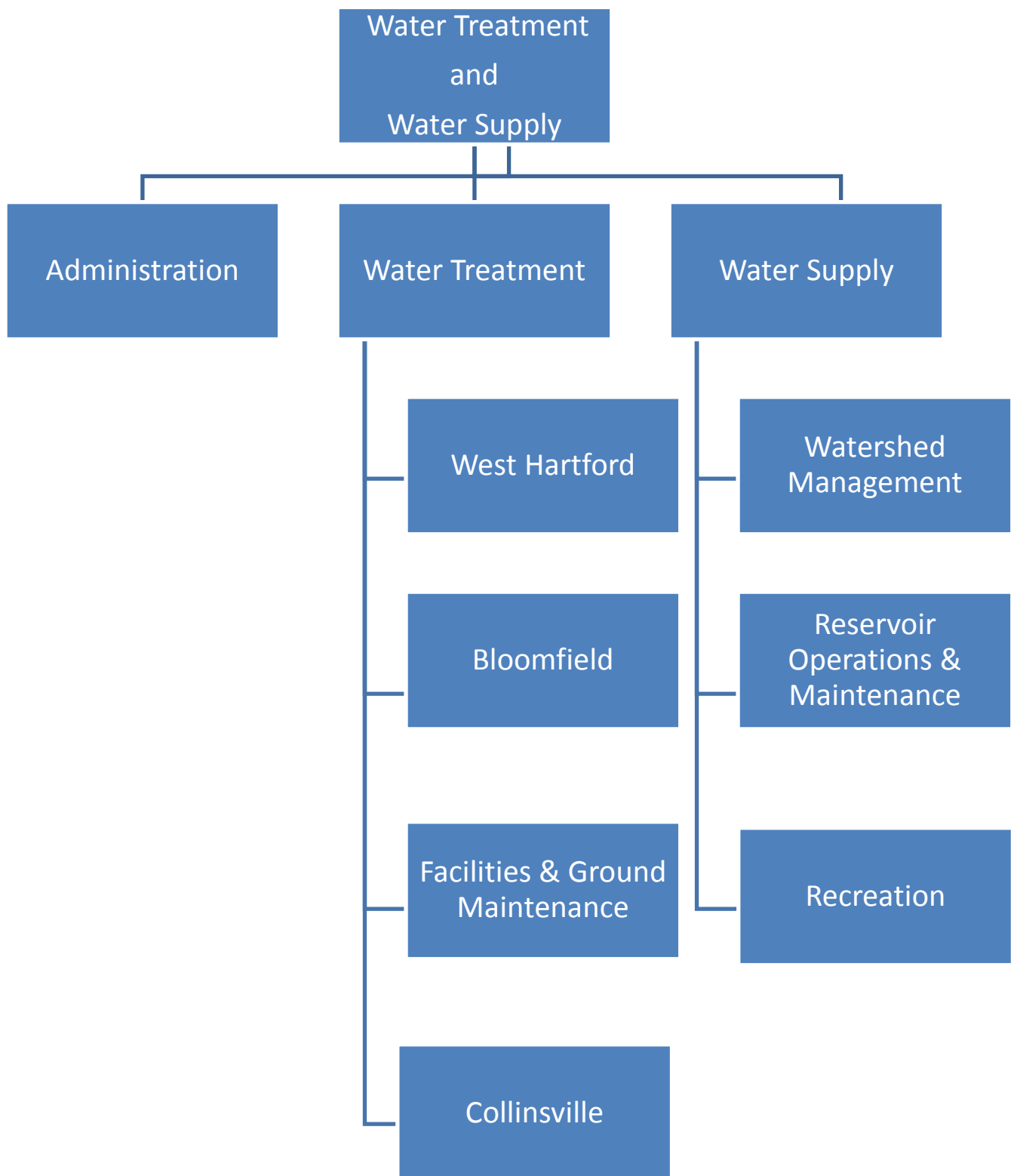
Collinsville

Water Supply

Watershed Maintenance

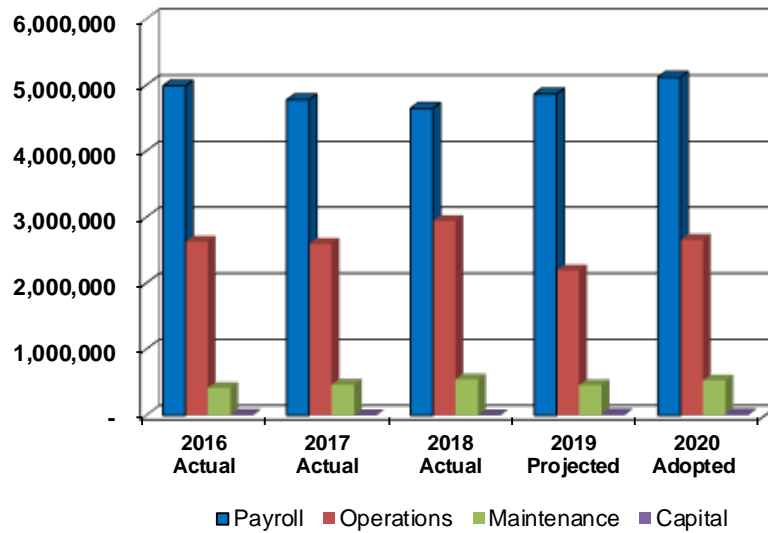
Reservoir Operations & Maintenance

Recreation

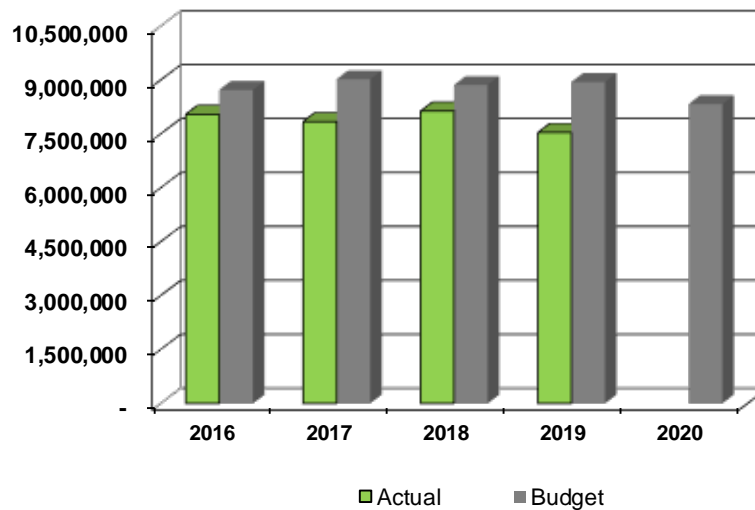


Water Treatment & Supply

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	4,990,121	4,779,700	4,649,321	4,868,606	5,122,200
Operations	2,630,140	2,597,300	2,943,730	2,195,783	2,659,400
Maintenance	416,038	464,600	543,014	455,367	528,600
Capital	11,759	-	-	20,406	20,406
Total	8,048,058	7,841,600	8,136,065	7,540,162	8,330,606



	2016	2017	2018	2019	2020
Actual	8,048,058	7,841,600	8,136,065	7,540,162	
Budget	8,724,400	9,021,700	8,861,500	8,944,700	8,330,606
Variance	(676,342)	(1,180,100)	(725,435)	(1,404,538)	

Water Treatment & Supply

Summary

Description

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

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

Budget Commentary

The Water Treatment and Supply department budget for 2020 is \$8,310,200, a decrease of \$634,500 or 7.1 % below the 2019 adopted level. Budget details pertaining to the Water Treatment and Supply activities follow.

Water Treatment and Supply

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	467,613	497,800	491,842	516,000
West Hartford	2,611,141	2,900,900	2,673,508	2,911,700
Bloomfield	1,316,172	1,383,400	1,382,792	1,411,000
Facilities & Ground Maintenance	727,008	913,800	737,981	810,000
Collinsville	130,565	137,400	119,544	145,800
Reservoir Operations & Maintenance	456,202	552,100	497,003	549,800
Water Supply	2,378,452	2,509,500	1,624,324	1,921,100
Recreation	48,912	49,800	13,169	44,800
Total Summary by Activity	8,136,065	9,940,300	7,540,162	8,310,200
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	4,137,865	4,484,700	4,311,895	4,575,000
Overtime	452,846	518,000	480,359	471,000
Temporary Help	9,351	15,000	8,200	17,000
Standby & Premium Pay	42,583	40,500	61,001	52,000
Longevity Pay	6,675	7,400	7,150	7,200
Total Payroll	4,649,321	5,065,600	4,868,606	5,122,200
Operations	2,943,730	3,325,100	2,195,783	2,659,400
Maintenance	543,014	554,000	455,367	528,600
Capital Outlay	-	-	20,406	-
Total Summary by Major Account	8,136,065	8,944,700	7,540,162	8,310,200
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	8,136,065	8,944,700	7,540,162	8,310,200
Total Funding Allocation	8,136,065	8,944,700	7,540,162	8,310,200
<u>Authorized Positions</u>				
Administration	3	4	4	4
West Hartford	15	15	15	14
Bloomfield	7	7	7	7
Facilities & Ground Maintenance	10	10	10	9
Reservoir Operations & Maintenance	4	4	4	4
Water Supply	13	13	13	13
Total Authorized Positions	52	53	53	51

Administration**Description**

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

Budget Commentary

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

Payroll: \$19,700

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

Operations: (\$1,500)

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

Water Treatment and Supply

2210010010

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	436,342	461,300	469,239	481,300
501050	Overtime	522	3,000	513	3,000
501020	Temporary Help	1,680	-	1,136	-
501060	Standby & Premium Pay	-	300	-	-
501070	Longevity Pay	1,400	1,500	1,400	1,500
	Total Payroll	439,944	466,100	472,288	485,800
	<u>Operations</u>				
512310	Permits	1,410	2,000	1,410	2,000
511010	Clothing & Apparel	798	1,200	650	1,000
511020	Vehicle Mileage Allowance	-	200	59	200
512840	Licenses and Registration	-	1,800	-	1,000
513020	Janitorial Services	-	1,000	-	-
513010	Office Supplies and Expenses	8,969	7,000	7,764	7,000
512090	Security	-	500	-	-
511100	Seminars & Conventions	8,430	5,000	6,228	6,000
511220	Dues-Professional Associations	1,191	1,800	1,869	1,800
511210	Books & Subscriptions	-	500	401	500
511120	Meeting Expenses	623	700	826	700
512080	Outside Services	6,248	10,000	348	10,000
	Total Operations	27,670	31,700	19,554	30,200
	Total Expenditure Classification	467,613	497,800	491,842	516,000
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	467,613	497,800	491,842	516,000
	Total Funding Allocation	467,613	497,800	491,842	516,000
	<u>Authorized Positions</u>				
	Administrative Assistant	1	1	1	1
	Asst. Manager of WT	1	1	1	1
	Manager of Water Treatment & Supply	1	1	1	1
	Senior Clerk	-	1	1	1
	Total Authorized Positions	3	4	4	4

Water Treatment - West Hartford

Description

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

Budget Commentary

The West Hartford Water Treatment budget for 2020 is \$2,911,700. This is an increase of \$10,800 or 0.4% above the 2019 adopted budget.

Payroll: \$900

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

Operations: \$9,500

- An increase in *Material from Stock* is based on historical spending levels.
- *Outside Services* is increasing based on price increases for temporary labor.

Maintenance: \$400

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

Water Treatment and Supply

2210020010

Water Treatment - West Hartford

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	1,169,728	1,246,000	1,234,495	1,228,000
501050	Overtime	228,937	198,000	242,946	205,000
501020	Temporary Help	1,408	-	-	-
501060	Standby & Premium Pay	25,235	23,000	36,238	35,000
501070	Longevity Pay	2,850	3,100	3,075	3,000
	Total Payroll	1,428,158	1,470,100	1,516,754	1,471,000
	<i>Operations</i>				
511030	Meal Allowances	550	800	520	800
511010	Clothing & Apparel	7,791	8,000	8,479	8,000
c_supplies	Material from Stock	19,200	18,000	5,754	10,000
513170	Bedwash Supplies	24,306	32,000	26,064	30,000
513140	Electrical Supplies	1,871	2,000	1,211	2,000
513020	Janitorial Supplies	-	1,500	932	1,000
513400	Small Tools	2,968	4,000	2,229	3,500
513160	Oil Spill Supplies	864	1,000	693	1,000
521020	Safety Equipment	345	2,000	1,476	2,000
515010	Water Treatment Chemicals	571,034	650,000	533,382	650,000
512410	Refuse Collection	5,650	5,500	5,285	6,000
513710	Fuel for Heating	59,541	70,000	55,156	70,000
513720	Diesel Fuel	-	1,500	-	1,500
519100	Blueprints, Maps, & Charts	56	1,000	-	1,000
512080	Outside Services	225,532	267,000	248,417	287,000
523120	Equipment Rental	-	1,000	-	1,000
514010	Electricity	193,870	270,000	193,674	270,000
	Total Operations	1,113,552	1,335,300	1,083,267	1,344,800
	<i>Maintenance</i>				
521020	Safety Equipment	218	500	83	500
521070	Pump Station Equipment	37	1,000	760	1,000
521080	Tool & Work Equipment	4,053	4,000	3,586	4,000
521100	Treatment Equipment	19,147	40,000	32,517	40,400
522010	Building Maintenance	9,808	10,000	4,716	10,000
521100	Treatment Structures	36,168	40,000	31,824	40,000
	Total Maintenance	69,431	95,500	73,487	95,900
	Total Expenditure Classification	2,611,141	2,900,900	2,673,508	2,911,700
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,611,141	2,900,900	2,673,508	2,911,700
	Total Funding Allocation	2,611,141	2,900,900	2,673,508	2,911,700

Water Treatment and Supply

2210020010

Water Treatment - West Hartford

Authorized Positions	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Certified WT Crew Leader	-	3	3	-
Water Plant Operator in Training	-	1	1	-
Water Treatment Plant Crew Leader	6	2	2	5
Water Treatment Plant Operator	4	5	5	4
Water Treatment Plant Operator 1	1	-	-	1
Water Treatment Plant Shift Supv.	3	3	3	3
Water Treatment Plant Supervisor	1	1	1	1
<i>Total Authorized Positions</i>	15	15	15	14

Water Treatment - Bloomfield

Description

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

Budget Commentary

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

Payroll: \$28,200

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

Operations: (\$9,300)

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

Maintenance: \$8,700

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

Water Treatment and Supply

2210020020

Water Treatment - Bloomfield

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	542,971	588,800	612,061	616,000
501050	Overtime	66,030	80,000	67,063	80,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	17,348	14,000	24,763	15,000
501070	Longevity Pay	-	-	-	-
	Total Payroll	626,349	682,800	703,887	711,000
	<i>Operations</i>				
511030	Meal Allowances	90	200	-	200
511010	Clothing & Apparel	4,266	4,200	5,162	4,200
c_supplies	Material from Stock	6,020	5,000	5,316	4,000
513020	Janitorial Supplies	1,798	2,000	1,934	1,800
513400	Small Tools	562	2,000	117	1,500
521020	Safety Equipment	1,140	1,200	1,078	1,200
515010	Water Treatment Chemicals	331,891	370,000	377,430	370,000
512410	Refuse Collection	3,508	3,800	3,965	4,200
512430	Sludge Removal	813	1,000	-	1,000
513710	Fuel for Heating	28,032	28,000	27,677	28,000
513740	Oil & Lubricant	-	500	-	-
519100	Blueprints, Maps, & Charts	-	200	-	-
511050	Employee Ed Program	98	-	-	-
512080	Outside Services	20,862	19,000	18,477	21,700
523120	Equipment Rental	-	1,000	-	1,000
514010	Electricity	150,584	180,000	141,323	170,000
	Total Operations	549,664	618,100	582,479	608,800
	<i>Maintenance</i>				
521020	Safety Equipment	1,390	2,500	2,351	1,200
521100	Treatment Equipment	76,416	50,000	55,965	60,000
522010	Building Maintenance	4,747	5,000	9,804	5,000
521100	Treatment Structures	57,606	25,000	28,305	25,000
	Total Maintenance	140,159	82,500	96,425	91,200
	Total Expenditure Classification	1,316,172	1,383,400	1,382,792	1,411,000
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,316,172	1,383,400	1,382,792	1,411,000
	Total Funding Allocation	1,316,172	1,383,400	1,382,792	1,411,000
	<i>Authorized Positions</i>				
	Certified WT CL	-	2	2	1
	WT Plant Crew Leader	1	1	1	4
	WT Plant Operations Supervisor	1	1	1	1
	WT Plant Operator	4	3	3	1
	WT Plant Operator 1	1	-	-	-
	Total Authorized Positions	7	7	7	7

Water Treatment - Facilities & Grounds Maintenance

Description

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

Budget Commentary

The Water Treatment Facilities & Grounds Maintenance budget for 2020 is \$810,000 or a 11.4% decrease below the adopted level for 2019.

Payroll: (\$101,600)

- *Regular Pay and Overtime* includes increments and cost-of-living increases for eligible employees.
- The Superintendent of Water Supply position will not be funded in 2020.

Operations: (\$2,200)

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

Maintenance: \$0

- There is no anticipated increase in expenditures for 2020.

Water Treatment – Facilities & Grounds Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	624,025	773,500	618,416	668,900
501050	Overtime	39,463	45,000	44,345	48,000
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	1,000	-	1,000
501070	Longevity Pay	-	-	-	-
	Total Payroll	663,488	819,500	662,761	717,900
	<u>Operations</u>				
511030	Meal Allowances	350	500	240	300
513390	Salt & Sand Ice Control	11,898	15,000	7,346	15,000
511010	Clothing & Apparel	2,100	2,800	3,813	2,800
513400	Small Tools	1,329	2,500	291	2,500
513160	Oil Spill Supplies	-	400	-	400
521020	Safety Equipment	321	2,000	142	1,500
513820	Tool & Work Equipment	2,301	3,000	2,921	1,500
512080	Outside Services	4,396	22,000	21,751	22,000
	Total Operations	22,695	48,200	36,503	46,000
	<u>Maintenance</u>				
521010	Land	11,299	15,000	13,890	15,000
521020	Safety Equipment	180	600	250	600
521080	Tool & Work Equipment	1,012	500	477	500
522010	Building Maintenance	893	10,000	3,655	10,000
522110	Reservoir Structures	27,441	12,000	9,208	12,000
522120	Service Roads	-	8,000	-	8,000
	Total Maintenance	40,825	46,100	27,480	46,100
	Total Expenditure Classification	727,008	913,800	737,981	810,000
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	727,008	913,800	737,981	810,000
	Total Funding Allocation	727,008	913,800	737,981	810,000
	<u>Authorized Positions</u>				
	Bldg & Grounds Maint. Supervisor	1	1	1	1
	Bldg & Grounds Maintainer	1	2	2	1
	Construction & Repair Specialist	1	1	1	1
	Facilities Maintainer	2	-	-	2
	Facility Maintainer 1	1	4	4	1
	Park & Grounds Maint 1	2	-	-	2
	Superintendent of Water Supply	1	1	1	-
	Water Supply Maintainer 2	1	1	1	1
	Total Authorized Positions	10	10	10	9

Water Treatment - Collinsville

Description

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

Budget Commentary

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

Operations: \$5,400

- Expenses for *Electricity*, *Water Treatment Chemicals* and *Sludge Removal* are increasing based on usage and a slight increase in the commodities.
- *Fuel for Heating* and *Outside Services* are expected to be lower than anticipated in 2020.

Maintenance: \$3,000

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

Water Treatment and Supply

2210020040

Water Treatment - Collinsville

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	-	-	-	-
	<i>Operations</i>				
c_supplies	Materials from Stock	8,842	2,500	5,418	7,000
513400	Small Tools	123	600	265	500
521180	Fire Equipment	-	300	-	300
515010	Water Treatment Chemicals	26,232	23,000	20,646	29,000
512430	Sludge Removal	4,184	6,000	5,635	6,000
513710	Fuel for Heating	7,568	14,000	9,164	11,000
512080	Outside Services	1,693	5,000	3,815	3,000
514010	Electricity	61,551	72,000	56,276	72,000
	<i>Total Operations</i>	110,193	123,400	101,219	128,800
	<i>Maintenance</i>				
521100	Treatment Equipment	16,596	10,000	17,107	12,000
522010	Building Maintenance	756	1,500	-	1,500
521100	Treatment Structures	3,020	2,500	1,218	3,500
	<i>Total Maintenance</i>	20,372	14,000	18,324	17,000
	<i>Total Expenditure Classification</i>	130,565	137,400	119,544	145,800
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	130,565	137,400	119,544	145,800
	<i>Total Funding Allocation</i>	130,565	137,400	119,544	145,800

Watershed Management

Description

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

Budget Commentary

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

Payroll: \$8,300

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

Operations: \$6,000

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

Maintenance: \$0

- The budget is expected to be unchanged for 2020.

Watershed Management

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	386,041	397,700	401,911	411,400
501050	Overtime	2,146	32,000	1,755	15,000
501020	Temporary Help	6,370	15,000	7,064	10,000
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	1,600	1,900	1,850	1,900
	Total Payroll	396,157	446,600	412,580	438,300
	<i>Operations</i>				
511010	Clothing & Apparel	3,299	4,000	1,543	4,000
512840	Licenses and Registration	220	2,000	220	1,000
513790	Alloy Chain	376	2,500	1,835	2,500
513010	Office Supplies & Expense	1,102	1,300	185	1,300
513400	Small Tools	6,449	6,000	5,558	6,000
513060	Computer Software	-	500	-	500
513160	Oil Spill Supplies	2,435	2,500	7,304	2,500
512350	Ground Care	-	20,000	13,612	20,000
519100	Printed Forms	-	1,500	-	1,500
519100	Blueprints, Maps, & Charts	-	1,000	-	1,000
512080	Outside Services	32,020	30,000	27,500	37,000
	Total Operations	45,900	71,300	57,757	77,300
	<i>Maintenance</i>				
521010	Land	11,401	30,000	26,495	30,000
521050	Office Furniture & Equipment	40	1,200	-	1,200
521080	Tool & Work Equipment	2,704	3,000	171	3,000
	Total Maintenance	14,145	34,200	26,667	34,200
	Total Expenditure Classification	456,202	552,100	497,003	549,800
	<i>Funding Allocation</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	456,202	552,100	497,003	549,800
	Total Funding Allocation	456,202	552,100	497,003	549,800
	<i>Authorized Positions</i>				
	Forester	1	1	1	1
	Forestry Technician	1	1	1	1
	Natural Resources Administrator	1	1	1	1
	Watershed Inspector	1	1	1	1
	Total Authorized Positions	4	4	4	4

Reservoir Operations & Maintenance

Description

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

Budget Commentary

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

Payroll: \$117,700

- *Regular Pay* includes increments and cost-of-living increases for eligible employees and the transfer of employee from Operations Systems Maintenance & Repair (2330010020).
- *Overtime Pay* expenses are expected to be lower in 2020.

Operations: (\$673,600)

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

Maintenance: (\$32,500)

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

Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	978,759	1,017,400	975,775	1,169,400
501050	Overtime	115,748	160,000	123,737	120,000
501020	Temporary Help	-	-	-	7,000
501060	Standby & Premium Pay	-	2,200	-	1,000
501070	Longevity Pay	825	900	825	800
	Total Payroll	1,095,332	1,180,500	1,100,337	1,298,200
	<u>Operations</u>				
	Colebrook Reservoir Lease	811,457	685,000	-	-
515310	Fertilizer	4,620	10,000	9,200	12,000
511030	Meal Allowances	179	300	240	300
512310	Permits	50	500	-	500
513750	Riparian Commitment	-	60,000	75,510	60,000
513390	Salt & Sand Ice Control	12,738	13,000	12,346	13,000
511010	Clothing & Apparel	12,422	12,400	8,708	12,400
512840	Licenses & Registrations	-	1,000	-	1,000
c_supplies	Material from Stock	3,940	5,000	2,519	5,000
513140	Electrical Supplies	271	2,000	628	1,000
513400	Small Tools	6,510	8,000	3,411	8,000
513080	Communication Equipment & Supplies	261	1,000	663	1,000
521180	Fire Equipment	1,033	3,000	1,932	3,000
521020	Safety Equipment	3,948	4,000	3,751	4,000
515310	Weed Control-Chemical & Supplies	-	4,000	3,100	6,000
512050	Custodial Services	13,837	17,000	17,623	18,000
514050	Heating Ventilating & Air Conditioning	484	500	-	500
512440	Septic Tank Pumping	2,175	5,000	960	5,000
512410	Refuse Collection	2,733	4,000	3,209	3,000
513820	Tool & Work Equipment	4,896	7,600	6,056	6,000
513710	Fuel for Heating	44,583	74,000	39,731	64,000
512080	Outside Services	29,850	30,000	21,805	50,000
523120	Equipment Rental	17,953	30,000	24,159	30,000
514010	Electricity	71,900	95,000	71,149	95,000
	Total Operations	1,045,841	1,072,300	306,700	398,700
	<u>Maintenance</u>				
521010	Land	24,796	30,000	23,543	30,000
521080	Tool & Work Equipment	2,190	2,200	2,217	2,200
522010	Building Maintenance	31,615	50,000	46,002	40,000
521170	Mains	51	7,000	467	7,000
521100	Other Source Structures	25,500	37,500	42,356	30,000
522110	Reservoir Structures	127,320	100,000	59,461	80,000
522120	Service Roads	25,807	30,000	34,073	35,000
	Total Maintenance	237,279	256,700	208,119	224,200
	Total Expenditure Classification	2,378,452	2,509,500	1,624,324	1,921,100
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,378,452	2,509,500	1,624,324	1,921,100
	Total Funding Allocation	2,378,452	2,509,500	1,624,324	1,921,100

Reservoir Operations & Maintenance

Authorized Positions	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Construction and Repair Specialist	1	1	1	1
Electrician 2	1	1	1	1
Equipment Operator 2	1	-	-	1
Facility Maintenance Crew Leader	-	1	1	-
Facility Maintainer 2	4	5	5	4
Facilities Maintenance Supervisor	1	1	1	1
Hydroelectric Plant Operator	1	1	1	1
Hydroelectric Plant Supervisor	1	1	1	1
Truck Driver 3	1	-	-	1
Water Supply Maintainer 2	2	2	2	2
<i>Total Authorized Positions</i>	13	13	13	13

Recreation**Description**

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

Budget Commentary

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

Payroll: \$0

- No changes in the budget for 2020.

Operations: \$0

- No changes in the budget for 2020.

Maintenance: (\$5,000)

- The *Service Roads* expenditure has been eliminated in 2020 due to the termination of the Colebrook Reservoir lease/agreement.

Recreation

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	-	-	-	-
501050	Overtime	-	-	-	-
501020	Temporary Help	(106)	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	(106)	-	-	-
	<u>Operations</u>				
513400	Small Tools	-	400	48	400
513130	Recreation Supplies & Expenses	4,873	5,000	3,254	5,000
512440	Septic Tank Pumping	2,030	3,000	-	3,000
512260	Agency Hire	2,243	3,500	4,584	3,500
513820	Tool & Work Equipment	1,541	2,300	-	2,300
523120	Equipment Rental	15,342	7,500	418	7,500
514010	Electricity	2,188	3,100	-	3,100
	Total Operations	28,216	24,800	8,304	24,800
	<u>Maintenance</u>				
521010	Land	7,450	7,500	232	7,500
522010	Building Maintenance	2,376	5,500	429	5,500
522120	Service Roads	8,960	5,000	-	-
513130	Recreation Equipment	2,016	7,000	4,204	7,000
	Total Maintenance	20,802	25,000	4,865	20,000
	Total Expenditure Classification	48,912	49,800	13,169	44,800
	<u>Funding Allocations</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	48,912	49,800	13,169	44,800
	Total Funding Allocation	48,912	49,800	13,169	44,800

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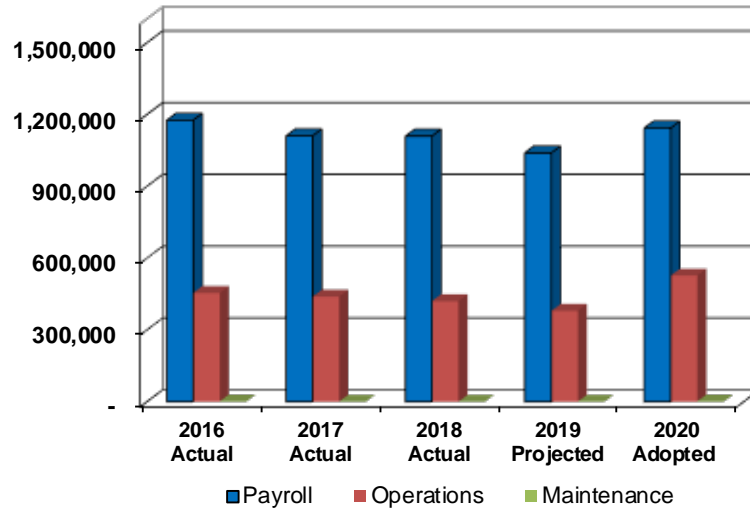
Patrol

Administration
Recreation

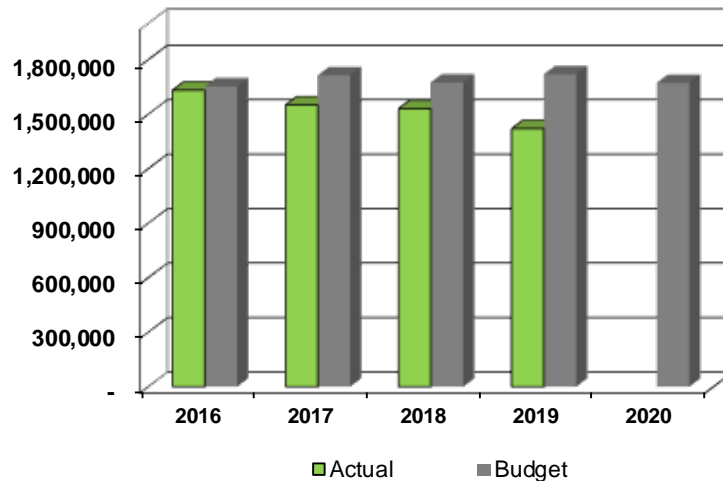


Patrol

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	1,176,662	1,111,000	1,110,132	1,039,854	1,143,700
Operations	454,500	439,100	420,373	379,926	527,400
Maintenance	980	-	-	483	1,000
Total	1,632,142	1,550,100	1,530,506	1,420,263	1,672,100



	2016	2017	2018	2019	2020
Actual	1,632,142	1,550,100	1,530,506	1,420,263	
Budget	1,653,100	1,713,900	1,674,600	1,719,500	1,672,100
Variance	(20,958)	(163,800)	(144,094)	(299,237)	

Patrol

Summary

Description

Patrol is responsible for the security and surveillance of the District's water supply reservoirs, dams, water treatment facilities, watershed and some non-watershed lands (including land open to the public for recreation), and roadways in and adjacent to District properties. In 2020 the Patrol Department will be managing the Recreational Area.

Budget Commentary

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

Patrol

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>Summary by Activity</u>				
Administration	1,162,203	1,308,500	1,160,511	1,256,600
Recreation	369,072	411,000	259,752	415,500
Total Summary by Activity	1,531,276	1,719,500	1,420,263	1,672,100
<u>Summary by Major Account</u>				
Payroll				
Regular Pay	860,749	886,300	848,507	805,700
Overtime	64,656	64,000	47,062	74,000
Temporary Help	181,413	245,000	138,931	252,400
Standby & Premium Pay	1,840	10,000	3,954	10,400
Longevity Pay	1,475	1,800	1,400	1,200
Total Payroll	1,110,132	1,207,100	1,039,854	1,143,700
Operations	420,373	510,400	379,926	527,400
Maintenance	770	2,000	483	1,000
Capital Outlay	-	-	-	-
Total Summary by Major Account	1,531,276	1,719,500	1,420,263	1,672,100
<u>Funding Allocation</u>				
Sewer Allocation 0%	-	-	-	-
Water Allocation 100%	1,531,276	1,719,500	1,420,263	1,672,100
Total Funding Allocation	1,531,276	1,719,500	1,420,263	1,672,100
<u>Authorized Positions</u>				
Administration	9	9	9	8
Total Authorized Positions	9	9	9	8

Administration**Description**

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

Budget Commentary

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

Payroll: (\$67,900)

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

Operations: \$17,000

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

Maintenance: (\$1,000)

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

Administration

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Payroll</u>				
501010	Regular Pay	860,749	886,300	848,507	805,700
501050	Overtime	63,265	60,000	46,429	70,000
501020	Temporary Help	44,278	95,000	79,793	97,900
501060	Standby & Premium Pay	1,840	10,000	3,954	10,400
501070	Longevity Pay	1,475	1,800	1,400	1,200
	Total Payroll	971,607	1,053,100	980,082	985,200
	<u>Operations</u>				
511030	Meal Allowances	20	300	20	300
511010	Clothing & Apparel	15,921	10,000	4,556	10,500
513010	Office Supplies & Expenses	3,459	5,000	4,963	5,000
513080	Communication Equipment & Supplies	16,668	12,000	13,014	22,000
513130	Field Supplies	(830)	3,000	2,774	3,000
513120	Safety & First Aid Supplies	36	1,000	10	1,000
521020	Safety Equipment	246	600	1,211	600
512090	Security	132,054	195,000	139,011	200,000
513820	Tool & Work Equipment	600	700	-	700
511100	Seminars and Conventions	847	4,000	312	4,000
511220	Dues-Professional Associations	860	1,000	951	1,500
511210	Books & Subscriptions	150	300	150	300
511120	Meeting Expenses	-	-	-	1,000
512080	Outside Services	19,795	20,500	12,974	20,500
	Total Operations	189,826	253,400	179,946	270,400
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	770	1,500	483	500
521080	Tool & Work Equipment	-	500	-	500
	Total	770	2,000	483	1,000
	Total Expenditure Classification	1,162,203	1,308,500	1,160,511	1,256,600
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	1,162,203	1,308,500	1,160,511	1,256,600
	Total Funding Allocation	1,162,203	1,308,500	1,160,511	1,256,600
	<u>Authorized Positions</u>				
	Conservation Ranger	1	1	1	1
	Dist. Patrol Comm. - Mgr Police Svcs	1	1	1	1
	District Patrol Lieutenant	2	2	2	1
	District Patrol Officer	5	5	5	5
	Total Authorized Positions	9	9	9	8

Recreation**Description**

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

Budget Commentary

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

Payroll: \$4,500

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

Operations: \$0

- No anticipated expenditure changes expected in 2020.

Recreation

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Payroll</i>				
501010	Regular Pay	-	-	-	-
501050	Overtime	1,391	4,000	633	4,000
501020	Temporary Help	137,134	150,000	59,139	154,500
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	<i>Total Payroll</i>	138,525	154,000	59,771	158,500
	<i>Operations</i>				
511010	Clothing & Apparel	1,565	2,500	26	2,500
513010	Office Supplies & Expenses	387	-	-	-
513080	Communication Equipment & Supplies	1,028	2,500	-	2,500
513130	Recreation Supplies & Expenses	2,073	2,500	116	2,500
513120	Safety & First Aid Supplies	-	1,500	-	1,500
512090	Security	222,698	245,000	197,323	245,000
512080	Outside Services	2,796	3,000	2,516	3,000
	<i>Total Operations</i>	230,547	257,000	199,981	257,000
	<i>Total Expenditure Classification</i>	369,072	411,000	259,752	415,500
	<i>Funding Allocations</i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	369,072	411,000	259,752	415,500
	<i>Total Funding Allocation</i>	369,072	411,000	259,752	415,500

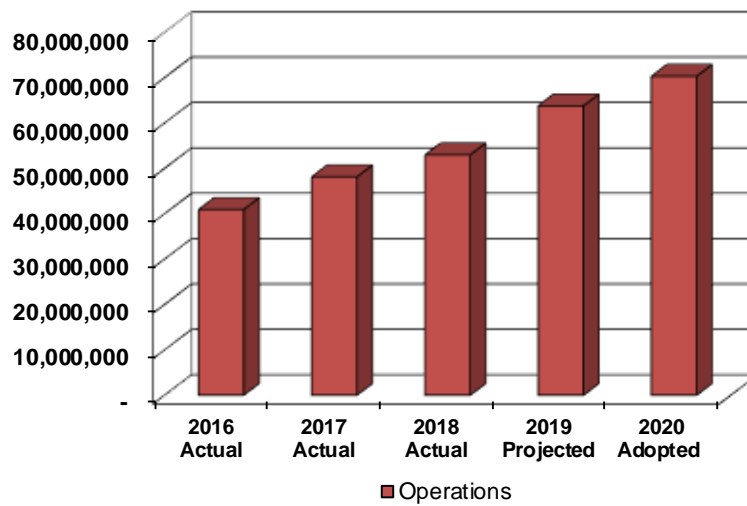
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Debt Service

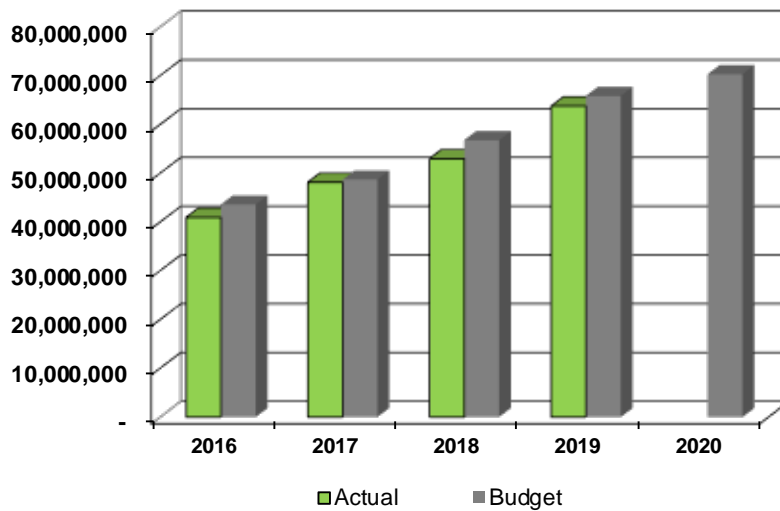
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Debt Service

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Operations	40,930,648	48,133,491	52,968,800	63,767,352	70,293,800
Total	40,930,648	48,133,491	52,968,800	63,767,352	70,293,800



	2016	2017	2018	2019	2020
Actual	40,930,648	48,133,491	52,968,800	63,767,352	
Budget	43,573,300	48,698,300	56,741,300	65,822,800	70,293,800
Variance	(2,642,652)	(564,809)	(3,772,500)	(2,055,448)	

Summary**Description**

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

Budget Commentary

The Debt Service budget for 2020 is \$70,293,800. This is an increase of \$4,471,000 or 6.8% above the total adopted 2019 level.

Operations: \$4,471,000

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

Summary

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i>Operations</i>				
512020	Legal Services	152,568	408,700	376,660	408,700
517120	Interest & Note Issue Expense	-	636,100	382,004	893,600
517090	Interest on Bonds	17,999,827	22,866,000	22,517,386	24,741,500
517060	Principal on Bonds	34,816,404	41,912,000	40,483,802	44,250,000
	<i>Total Expenditure Classification</i>	52,968,800	65,822,800	63,767,352	70,293,800

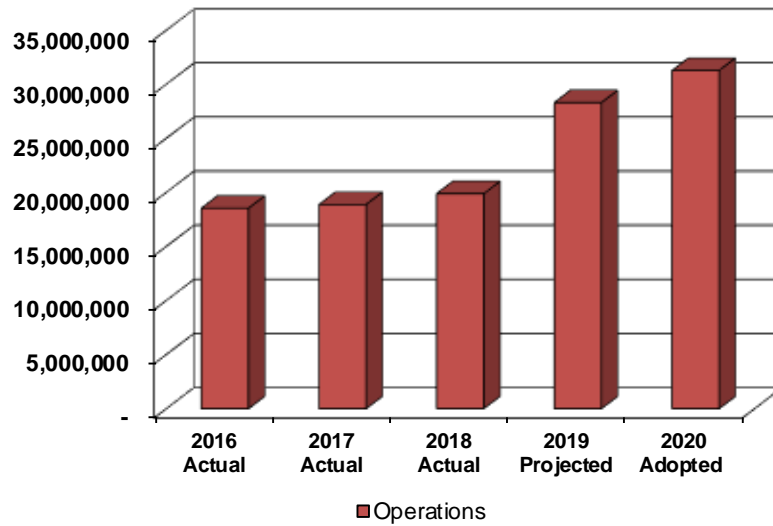
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Employee Benefits

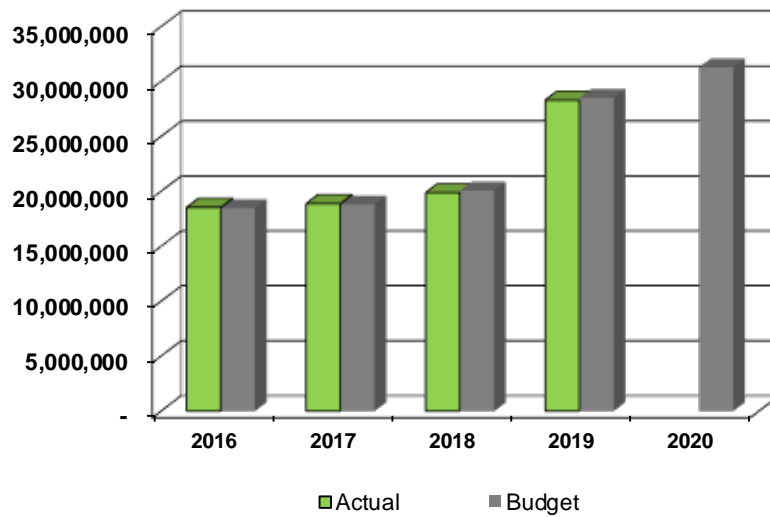
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Employee Benefits

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Operations	18,543,977	18,890,000	19,892,631	28,312,171	31,278,000
Total	18,543,977	18,890,000	19,892,631	28,312,171	31,278,000



	2016	2017	2018	2019	2020
Actual	18,543,977	18,890,000	19,892,631	28,312,171	
Budget	18,459,500	18,805,700	20,060,100	28,507,900	31,278,000
Variance	84,477	84,300	(167,469)	(195,729)	

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. The District also provides annual longevity payments to long-term employees. In addition, this budget reflects the District's costs for Social Security and Unemployment Compensation Insurance.

Budget Commentary

The 2020 Employee Benefits budget totals \$31,278,000, increasing by \$2,770,100 or 9.7% over the level adopted for 2019.

Operations: \$2,770,100

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

Employee Benefits

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Summary

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Operations</u>				
503060	OPEB Trust Contribution	4,099,000	7,602,000	7,602,000	8,524,000
512070	Consultant Services	81,094	85,000	99,789	165,900
503010	Medical & Dental Premium, Claim	7,377,931	12,716,000	12,716,000	13,626,000
503070	Group Life	-	52,000	-	-
503100	Pension Regular	5,328,000	4,727,000	4,727,000	5,551,000
503110	Social Security	2,970,017	3,267,500	3,133,686	3,352,700
503120	Unemployment Compensation	36,589	58,400	33,696	58,400
	Total Expenditure Classification	19,892,631	28,507,900	28,312,171	31,278,000
	<u>Funding Allocation</u>				
	Sewer Allocation 45%	8,951,700	12,828,600	12,740,500	14,075,100
	Water Allocation 55%	10,940,931	15,679,300	15,571,671	17,202,900
	Total Funding Allocation	19,892,631	28,507,900	28,312,171	31,278,000

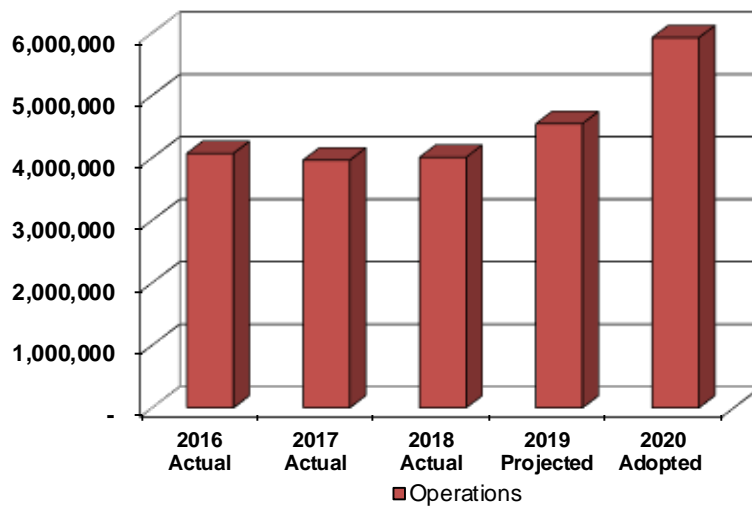
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General Insurance

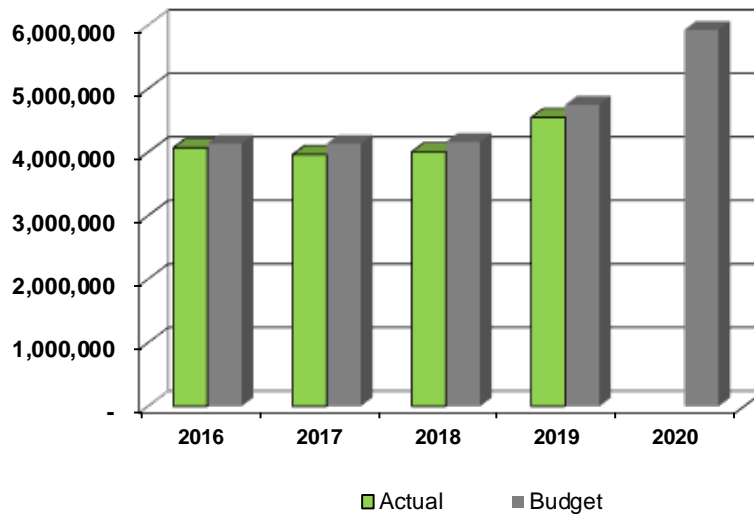
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General Insurance

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Operations	4,072,918	3,965,800	4,011,086	4,549,123	5,926,700
Total	4,072,918	3,965,800	4,011,086	4,549,123	5,926,700



	2016	2017	2018	2019	2020
Actual	4,072,918	3,965,800	4,011,086	4,549,123	
Budget	4,133,800	4,133,800	4,162,200	4,747,100	5,926,700
Variance	(60,882)	(168,000)	(151,114)	(197,977)	

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 2020 totals \$5,926,700, which is \$1,179,600 or 24.8% above the adopted level for 2019 insurance policies including deductibles and self-insurance funding requirements.

Operations: \$1,179,600

- *General Property* increase is due to insurance market conditions and the upcoming construction projects to begin in 2020.
- *Liability Claims* are also projected to increase based upon the increase in market conditions. Liability Claims are all claims directly related to any Operation crew related incidents, which are handled by the Operations Claim Agents.

General Insurance

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Summary

Commitment		2018	2019	2019	2020
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
<u>Operations</u>					
519340	Theft Liability	3,575	5,300	3,575	5,600
519350	Police Liability	6,716	14,800	7,069	15,300
519360	Fiduciary Liability	15,589	93,500	535	96,500
519330	General Property	365,361	315,000	461,095	450,000
519400	Fidelity Bond	-	12,800	-	13,500
519370	Automobile Liability	79,200	53,100	100,696	55,000
519380	Public Liability	256,356	301,200	320,260	310,300
519410	Umbrella Liability	518,102	485,000	411,288	500,000
519420	Commissioner Accident Insurance	863	1,100	863	1,200
519320	Performance Bonds	246	2,400	28	2,500
519430	Workers Comp Excess Coverage	120,969	210,800	120,132	217,000
519390	Liability - Claims	2,524,000	3,000,000	3,000,000	4,000,000
519440	Employee Practices Liability	-	84,100	-	86,700
519450	Pollution Liability Insurance	53,933	63,000	53,933	64,900
512080	Outside Services	66,175	105,000	69,650	108,200
Total Expenditure Classification		4,011,086	4,747,100	4,549,123	5,926,700
<u>Funding Allocation</u>					
Sewer Allocation 40%		1,203,300	1,424,100	1,364,700	2,370,700
Water Allocation 60%		2,807,786	3,323,000	3,184,423	3,556,000
Total Funding Allocation		4,011,086	4,747,100	4,549,123	5,926,700

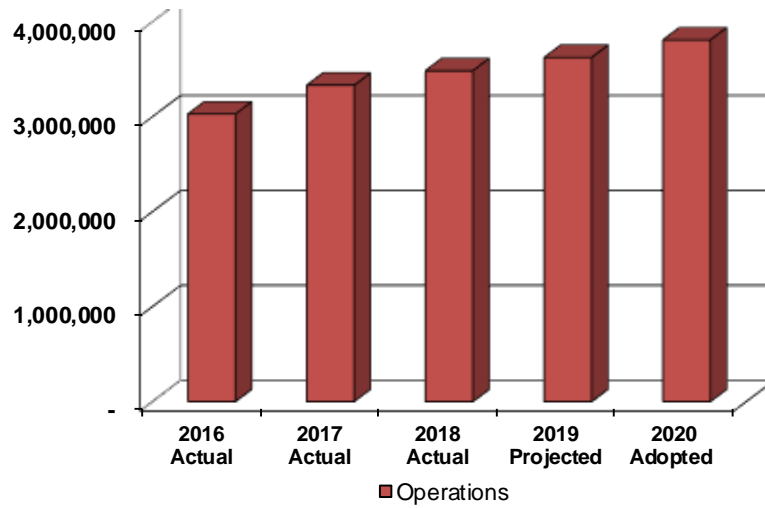
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Taxes & Fees
Specials Agreements & Programs
Contingencies

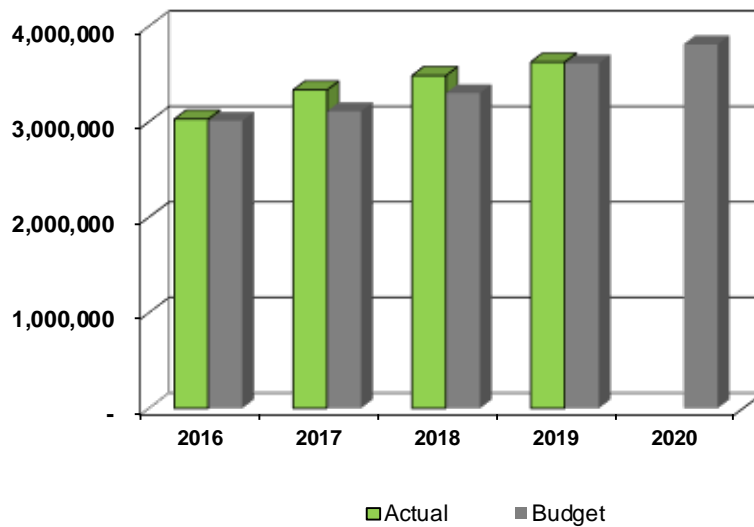
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Taxes & Fees

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	-	-	-	-	-
Operations	3,029,194	3,333,600	3,485,423	3,626,442	3,810,500
Maintenance	-	-	-	-	-
Total	3,029,194	3,333,600	3,485,423	3,626,442	3,810,500



	2016	2017	2018	2019	2020
Actual	3,029,194	3,333,600	3,485,423	3,626,442	
Budget	3,010,000	3,110,000	3,300,500	3,610,500	3,810,500
Variance	19,194	223,600	184,923	15,942	

Summary**Description**

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

Budget Commentary

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

Operations: \$200,000

- Increase is based on the increased rate of Property Taxes for 2020.

Taxes & Fees

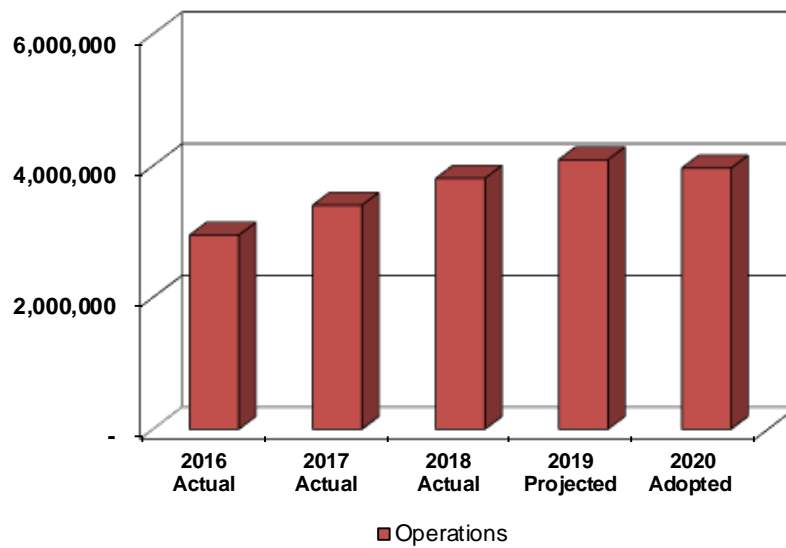
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Summary

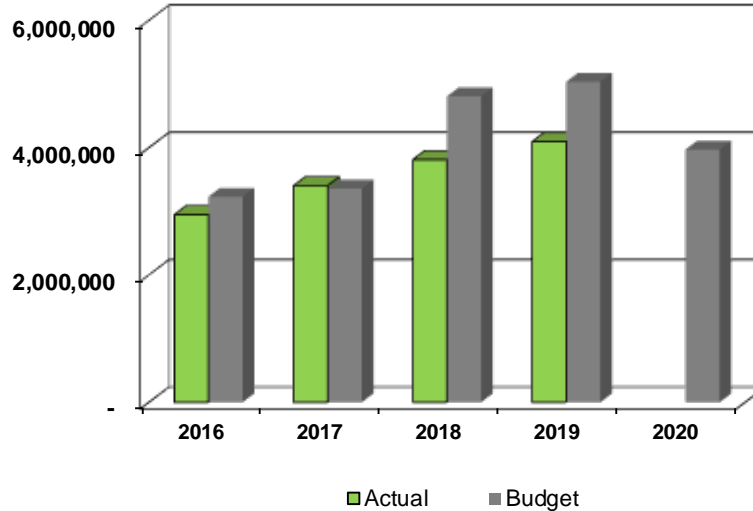
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<i><u>Operations</u></i>				
519510	Property Taxes	3,485,423	3,600,000	3,626,442	3,800,000
512320	Property Appraisals	-	10,500	-	10,500
	<i>Total Expenditure Classification</i>	<u>3,485,423</u>	<u>3,610,500</u>	<u>3,626,442</u>	<u>3,810,500</u>
	<i><u>Funding Allocation</u></i>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	<u>3,485,423</u>	<u>3,610,500</u>	<u>3,626,442</u>	<u>3,810,500</u>
	<i>Total Funding Allocation</i>	<u>3,485,423</u>	<u>3,610,500</u>	<u>3,626,442</u>	<u>3,810,500</u>

Special Agreements & Programs

Expenditure Trend



	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Adopted
Payroll	-	-	-	-	-
Operations	2,949,177	3,403,700	3,811,869	4,094,360	3,967,300
Maintenance	-	-	-	-	-
Total	2,949,177	3,403,700	3,811,869	4,094,360	3,967,300



	2016	2017	2018	2019	2020
Actual	2,949,177	3,403,700	3,811,869	4,094,360	
Budget	3,226,600	3,355,300	4,806,300	5,033,200	3,967,300
Variance	(277,423)	48,400	(994,431)	(938,840)	

Special Agreements & Programs

Summary

Description

The Special Agreements and Programs budget reflects the costs of special agreements, certain consultant engagements, and other activities not allocated to departmental budgets. The budget for 2020 totals \$3,967,300, is decreasing by \$1,065,900 or 21.2% above the expenditure level adopted for 2019.

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

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

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

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

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

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

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

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

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

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

Special Agreements & Programs

Summary

Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<i>Summary by Activity</i>				
Sewer	998,132	1,479,300	1,074,236	1,431,400
Water	2,813,738	3,553,900	3,020,124	2,535,900
<i>Total Summary by Activity</i>	3,811,869	5,033,200	4,094,360	3,967,300
<i>Funding Allocation</i>				
Sewer Allocation 36%	998,132	1,479,300	1,074,236	1,431,400
Water Allocation 64%	2,813,738	3,553,900	3,020,124	2,535,900
<i>Total Funding Allocation</i>	3,811,869	5,033,200	4,094,360	3,967,300

Sewer Funded**Budget Commentary**

The Special Agreements and Programs budget totals \$1,431,400 for 2020, which is a decrease of \$47,900 or 3.2% below the expenditure level adopted for 2019.

Operations: (\$47,900)

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

Special Agreements & Programs

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Sewer Funded

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Operations</u>				
514040	Berlin	4,389	2,500	-	2,500
512880	Mattabassett District	638,419	650,000	668,607	680,000
512900	New Britain	199,677	250,000	194,325	275,000
512070	Consultant Services	70,810	490,800	122,867	387,100
512860	Septic Reimbursements	57,870	80,000	63,525	80,800
514040	Glastonbury	3,549	6,000	3,732	6,000
	<i>Total Expenditure Classification</i>	998,132	1,479,300	1,074,236	1,431,400
	<u>Funding Allocation</u>				
	Sewer Allocation 100%	998,132	1,479,300	1,074,236	1,431,400
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	998,132	1,479,300	1,074,236	1,431,400

Water Funded**Budget Commentary**

The Special Agreements and Programs budget totals \$2,535,900 for 2020, which is a decrease of \$1,018,000 or 28.6% from the adopted level for 2019.

Operations: (\$1,018,000)

- *Legal Services* have decreased based upon anticipated need in 2020.
- The *Colebrook Reservoir Lease* is a 50-year operating lease agreement with the U.S. Army Corps of Engineers for water storage rights ended in 2019 and will not be renewed in 2020.
- Funding of *Riverfront Recapture* has decreased in 2020.

Special Agreements & Programs

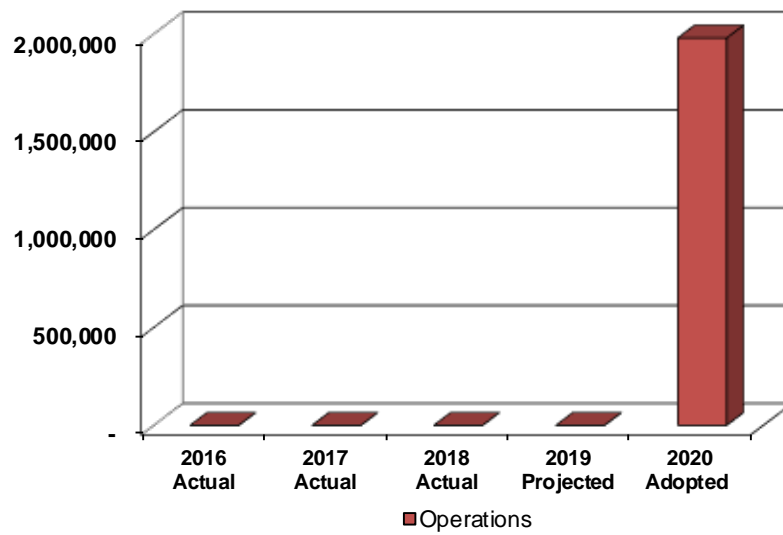
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Water Funded

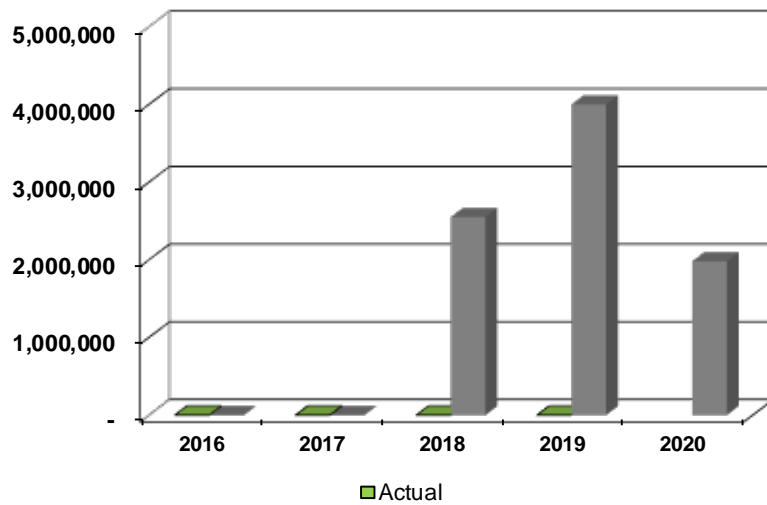
Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Operations</u>				
	Colebrook Reservoir Lease	204,222	204,300	204,222	-
512820	Lock Box Fee	160,690	160,000	89,491	165,000
512380	State of CT - DPH	123,190	250,000	123,190	250,000
514040	Meter Services	6,806	10,000	7,595	10,000
511220	Dues - Professional Associations	107,058	131,000	118,461	131,000
512020	Legal Services	622,209	900,000	1,076,912	721,800
512070	Consultant Services	186,300	534,600	88,167	608,100
	Accts Receivable Write Off	104,021	64,000	-	-
512870	Operation Fuel	49,241	50,000	35,966	50,000
512370	Riverfront Recapture	1,250,000	1,250,000	1,250,000	600,000
	Total Expenditure Classification	2,813,738	3,553,900	3,020,124	2,535,900
	<u>Funding Allocation</u>				
	Sewer Allocation 0%	-	-	-	-
	Water Allocation 100%	2,813,738	3,553,900	3,020,124	2,535,900
	Total Funding Allocation	2,813,738	3,553,900	3,020,124	2,535,900

Contingencies

Expenditure Trends



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



	2016	2017	2018	2019	2020
Actual	-	-	-	-	-
Budget	-	-	2,550,000	4,000,000	1,980,000
Variance	-	-	(2,550,000)	(4,000,000)	-

Summary**Description**

The Contingencies appropriation is set-aside for emergencies and other unanticipated expenditures that may arise during the year. The transfer of funds from Contingencies to cover expenditures requires prior approval of the Board of Finance and the District Board.

Budget Commentary

The Contingency amount for 2020 is \$1,980,000.

Contingencies

8000010010

Summary

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
549000	Contingencies	-	4,000,000	-	1,980,000
	<i><u>Funding Allocation--(Composite)</u></i>				
	Sewer Allocation 100%	-	4,000,000	-	1,980,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	4,000,000	-	1,980,000

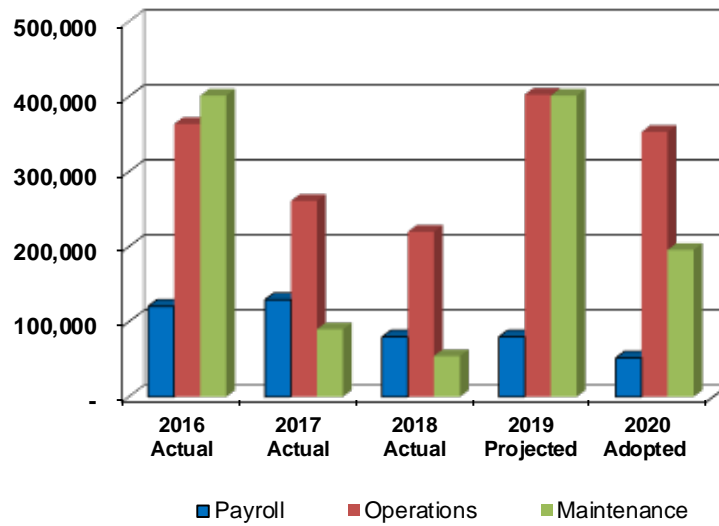
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Hydroelectric

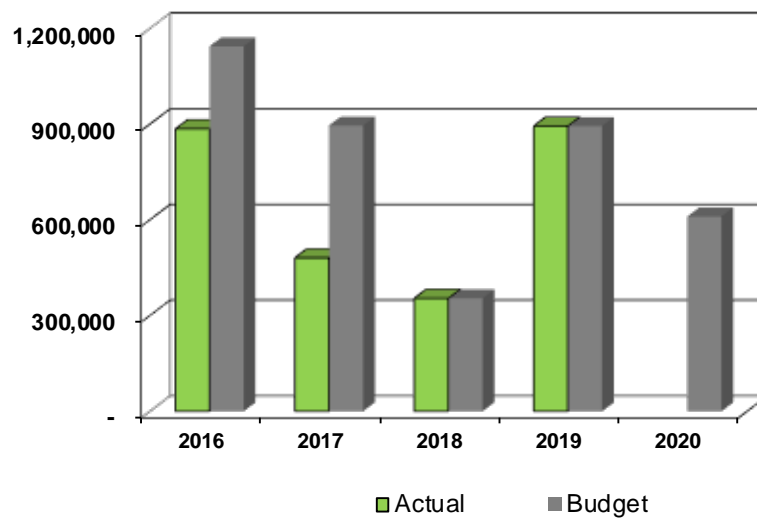
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Hydroelectric

Expenditure Trend



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



	2016	2017	2018	2019	2020
Actual	885,300	480,748	353,916	893,900	
Budget	1,143,700	895,300	353,916	893,900	610,300
Variance	(258,400)	(414,552)	-	-	

Hydroelectric

Summary

Description

The Hydroelectric account provides for all operating, maintenance, capital outlay, and debt service costs associated with the Goodwin and Colebrook facilities, as well as development costs associated with potential hydroelectric projects.

It is anticipated that all hydroelectric expenditures will be supported by revenue from the sale of power generated at the Goodwin and Colebrook facilities, interest income from the investment of available cash, and a draw down from surplus.

Budget Commentary

The 2020 Hydroelectric budget totals \$610,300 which is a decrease of \$285,100 or 31.8% from the 2019 adopted level. Specific expenditures for each project appear on the pages that follow.

Hydroelectric

Summary

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

Goodwin**Description**

The MDC's Goodwin hydroelectric power facility is located at the Goodwin Dam in Hartland, Connecticut. A "run-of-the-river" facility, the Goodwin hydro facility operates 24-hours per day provided there are sufficient river flows to generate power. During a typical operating year, Goodwin generates approximately 12,500,000 kilowatt-hours of electricity, enough power to serve 2,000 homes for one year.

Budget Commentary

The Goodwin Hydroelectric budget for 2020 is \$332,100 which is unchanged from the level adopted for 2019 hydroelectric power operations.

Goodwin

Commitment		2018	2019	2019	2020
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<u>Payroll</u>				
501010	Regular Pay	51,600	51,600	51,600	51,600
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	51,600	51,600	51,600	51,600
	<u>Operations</u>				
	Inventory Adjustments	5,595	-	-	-
512080	Operator & Maint. Chrg-NE Utilities	9,960	10,700	10,400	10,700
503060	OPEB Trust Contribution	4,000	4,000	4,000	4,000
c_supplies	Materials from Stock	1,409	100	1,500	100
513010	Office Supplies & Expenses	2,009	3,800	3,800	3,800
513400	Small Tools	45	2,600	2,600	2,600
513580	Fish	23,565	25,000	23,600	25,000
513820	Tool & Work Equipment	940	3,500	3,500	3,500
513740	Oil & Lubricants	-	2,500	2,500	2,500
513720	Diesel Fuel	-	1,700	1,700	1,700
519320	General Insurance	11,827	12,300	12,300	12,300
519100	Blueprints, Maps, & Charts	-	7,000	7,000	7,000
519450	Pollution Liability	545	600	600	600
512080	Outside Services	2,773	14,000	14,000	14,000
512070	Consultant Services	4,234	40,000	40,000	40,000
514010	Electricity	6,338	10,000	10,000	10,000
503010	Blue Cross	7,000	7,000	7,000	7,000
503100	Pension Regular	5,000	5,000	5,000	5,000
503110	Social Security	-	4,000	4,000	4,000
512080	Geophysical & Safety Inspection	313	1,000	1,000	1,000
512080	Stream Flow Study	30,000	30,000	30,000	30,000
	Total Operations	115,443	184,800	184,500	184,800
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	-	500	500	500
521160	Hydro Equipment	32,971	85,200	85,200	85,200
522010	Buildings	2,866	10,000	10,200	10,000
	Total Maintenance	35,837	95,700	95,900	95,700
	Total Expenditure Classification	202,880	332,100	332,000	332,100

Development**Description**

The Hydroelectric Development budget reflects allocations of hydro revenue apart from the direct expenses associated with the operation of the Goodwin and Colebrook projects. Most significant of these allocations is the amount to be contributed, when available, to the General Fund, which will lower the tax on member municipalities.

Budget Commentary

The Hydroelectric Development budget for 2020 totals \$95,000 and remains unchanged from the 2019 adopted budget.

Development

Commitment Item	Expenditure Classification	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	<u>Operations</u>				
512020	Legal Services	-	10,000	10,000	10,000
512070	Consultant - Hydro	55,000	75,000	75,000	75,000
	<i>Total Operations</i>	55,000	85,000	85,000	85,000
	<u>Contingencies</u>				
549000	Contingencies	-	10,000	10,000	10,000
		55,000	95,000	95,000	95,000

Colebrook**Description**

The Colebrook hydroelectric power facility is located at the U.S. Army Corps of Engineers' Colebrook River Reservoir and Dam in Colebrook, Connecticut. The Colebrook facility is equipped with two sets of underwater turbines and annually generates approximately 5,700,000 kilowatt-hours of electricity.

Budget Commentary

The Colebrook Hydroelectric budget for 2020 is \$183,200 a decrease from the 2019 adopted level by \$285,100 or 60.9%.

Operations: (\$51,500)

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

Maintenance: (\$205,500)

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

Colebrook

Commitment		2018	2019	2019	2020
Item	Expenditure Classification	Actual	Adopted	Projected	Adopted
	<u>Payroll</u>				
501010	Regular Pay	28,100	28,100	28,100	-
501050	Overtime	-	-	-	-
501020	Temporary Help	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-
501070	Longevity Pay	-	-	-	-
	Total Payroll	28,100	28,100	28,100	-
	<u>Operations</u>				
512310	FERC	8,495	10,100	10,000	10,000
512080	Operator & Maint. Chrg-NE Utilities	16,276	17,600	17,100	18,000
503060	OPEB Trust Contribution	4,000	4,000	4,000	-
c_supplies	Materials from Stock	236	100	200	100
513010	Office Supplies & Expenses	921	600	1,200	-
513400	Small Tools	198	2,600	2,600	-
513820	Tool & Work Equipment	-	3,500	3,500	-
513740	Oil & Lubricants	-	2,500	1,000	-
513720	Diesel Fuel	-	1,700	1,700	1,700
519320	General Insurance	-	7,500	7,500	7,800
519100	Blueprints, Maps, & Charts	-	3,000	3,000	-
519450	Pollution Liability	-	500	500	600
512080	Outside Services	-	12,000	12,000	-
512070	Consulting - Hydro	-	40,000	40,000	40,000
514010	Electricity	7,377	12,000	12,000	5,000
503010	Blue Cross	7,000	7,000	7,000	-
503100	Pension Regular	5,000	5,000	5,000	-
503110	Social Security	-	4,000	4,000	-
512080	Geophysical & Safety Inspection	-	1,000	1,000	-
	Total Operations	49,504	134,700	133,300	83,200
	<u>Maintenance</u>				
521050	Office Furniture & Equipment	-	500	500	-
521160	Hydro Equipment	18,432	300,000	300,000	50,000
522010	Buildings	-	5,000	5,000	50,000
	Total Maintenance	18,432	305,500	305,500	100,000
	Total Expenditure Classification	96,035	468,300	466,900	183,200

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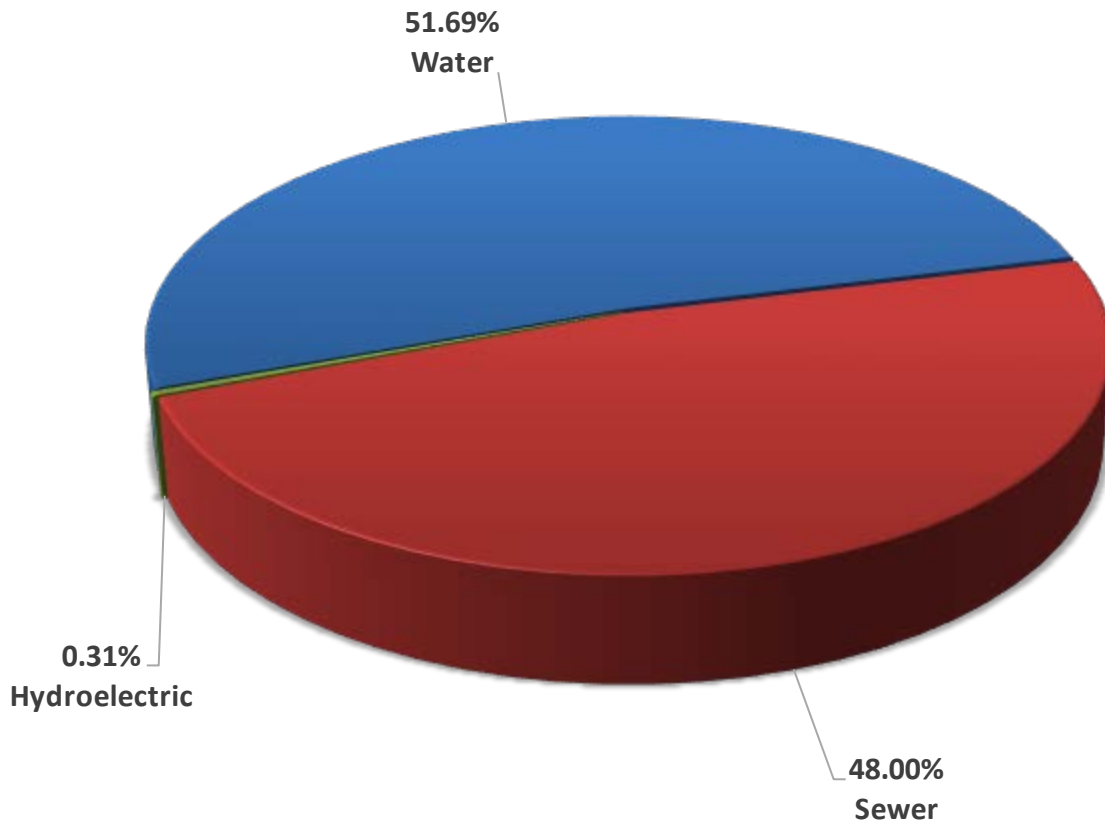
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Budget Revenues

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Revenue Summary

Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water	\$102,138,700	51.69%
Sewer	94,859,100	48.00%
Hydroelectric	610,300	0.31%
	<u>\$197,608,100</u>	<u>100.00%</u>

Revenue Summary

Description of Revenue Services

Water Utility

Water Revenues and *Other Financing Sources* provide funds for a share of the general administration of the District and for the operation and maintenance of the District's water supply, treatment and distribution facilities and equipment. The major source of water revenue is attributed to approximately 400,000 customers with 101,584 water connections in the District's service area.

Sewer

Sewer Revenues and *Other Financing Sources* provide funds for a share of the general administration of the District and for the operation and maintenance of the District's sewerage system facilities and equipment. The receipt of the tax levied on member municipalities is the major source of sewer revenue.

Hydroelectric

Hydroelectric Revenues provide the funds necessary for the operation; maintenance and the debt service associated with the District's Goodwin hydroelectric power facility. The major sources of revenue for the Hydroelectric Operating Fund are derived from the sale of power generated at the Goodwin hydroelectric facility. In 2020 the District will no longer be operating the Colebrook River Dam hydroelectric power facility.

Revenue Summary

Water Utility and Sewer Revenues

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>WATER REVENUES</u>				
Sale of Water	\$80,399,338	\$89,124,600	\$85,230,491	\$93,383,500
Other Operating Revenues	3,631,304	6,820,200	5,590,307	6,472,600
Total Operating Revenues	84,030,643	95,944,800	90,820,799	99,856,100
Non-Operating Revenues	2,517,195	2,262,600	2,287,776	2,282,600
Total Water Revenues	\$86,547,837	\$98,207,400	\$93,108,574	\$102,138,700
<u>SEWER REVENUES</u>				
Tax on Member Municipalities	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Revenue from Other Govt. Agencies	5,819,728	4,958,400	5,514,708	5,566,400
Other Sewer Revenues	17,560,944	17,108,400	14,048,559	17,414,100
Sewer User Charge Revenues	9,804,813	17,540,900	17,350,746	20,402,900
Total Operating Revenues	78,189,485	87,760,800	85,067,113	94,859,100
Designated from Surplus	-	3,500,000	-	-
Total Other Revenues	-	3,500,000	-	-
Total Sewer Revenues	\$78,189,485	\$91,260,800	\$85,067,113	\$94,859,100
Total Water and Sewer Revenues	\$164,737,322	\$189,468,200	\$178,175,687	\$196,997,800

Revenue Summary

Hydroelectric Revenues

Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>HYDROELECTRIC REVENUES</u>				
Power Sales	\$983,410	\$895,400	\$732,388	\$610,300
Total Hydroelectric Revenues	\$983,410	\$895,400	\$732,388	\$610,300

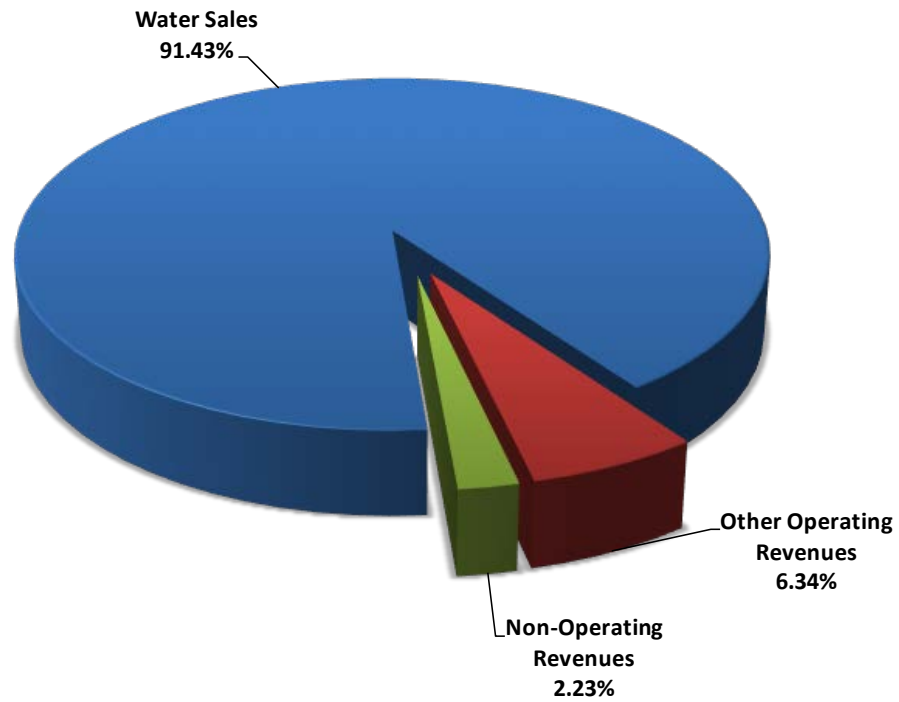
Water Utility Revenues

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

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Water Utility Revenues

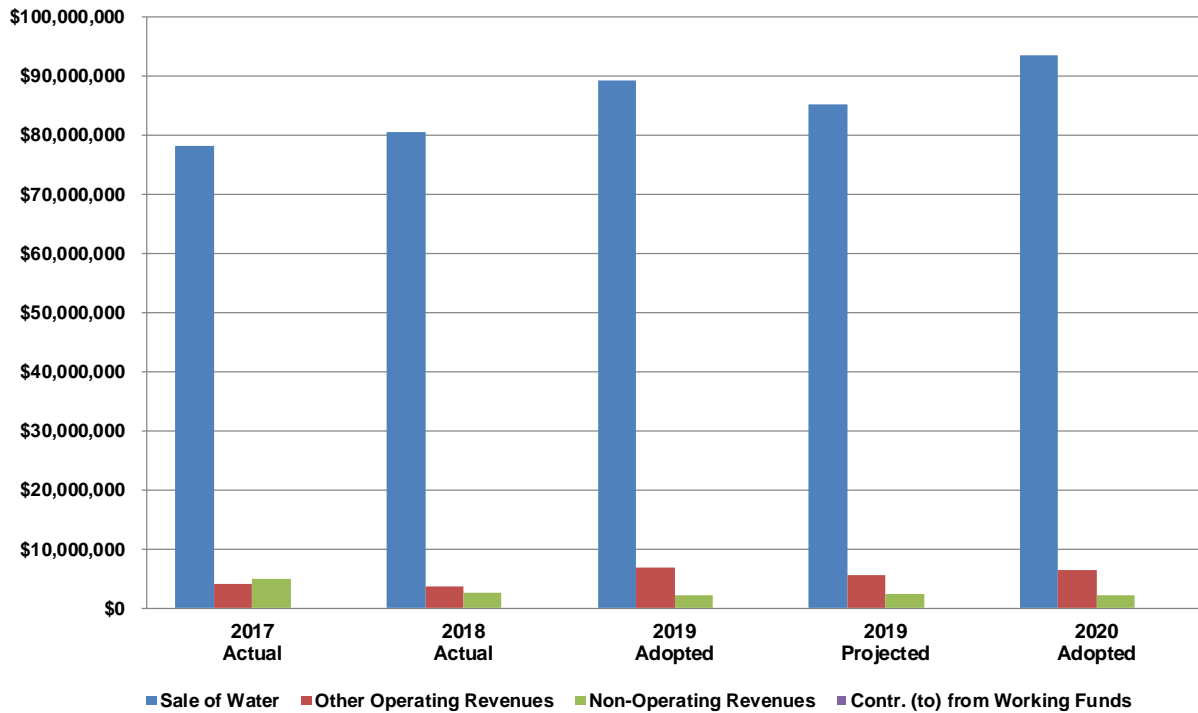
Revenue Breakdown



<u>Fund</u>	<u>Revenue</u>	<u>Percentage</u>
Water Sales	\$93,383,500	91.43%
Other Operating Revenues	6,472,600	6.34%
Non-Operating Revenues	2,282,600	2.23%
Total Revenues:	<u>\$102,138,700</u>	<u>100.00%</u>

Water Utility Revenues

Five-Year Revenue Trend



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Sale of Water	\$78,140,400	\$80,399,338	\$89,124,600	\$85,230,491	\$93,383,500
Other Operating Revenues	3,991,200	3,631,304	6,820,200	5,590,307	6,472,600
Non-Operating Revenues	4,979,600	2,517,195	2,262,600	2,287,776	2,282,600
Contr. (to) from Working Funds	-	-	-	-	-
	\$87,111,200	\$86,547,837	\$98,207,400	\$93,108,574	\$102,138,700

Water Utility Revenues

Sale of Water and Other Operating Revenues

Source Description

Sale of Water: *The Sale of Water* is comprised of Customer Service Charge, General Surcharge and Water Use Charge. This account reflects revenue from the sale of treated water to the following categories of users: *domestic* (single and multi-family dwellings and apartments); *commercial* (places of business and commerce); *industrial* (manufacturing and materials handling firms); and *public authorities* (municipalities, agencies of the state or federal government, and municipal housing authorities). Also included in this category is revenue from the sale of *treated and untreated water* to other water companies under a series of agreements with the District.

Other Operating Revenues: *Other Operating Revenues* consist of *hydrant maintenance charges* associated with privately and publicly-owned hydrants; *fire service charges* for connections to water mains supplying water for private fire protection; *penalties* on past due water bills; *rental fees* collected from leasing of district property; and *miscellaneous (other) water revenues* for minor or incidental services and materials provided by the District.

Budget Commentary

Projected Revenue from the Sale of Water totals \$93,383,500, an overall increase of \$4,258,900 or 4.6% above the level adopted in support of 2019 operations. The anticipated revenue increase is directly related to the water rate increase. The water rate will increase to \$3.97 per CCF for 2020. Consumption is estimated at 17.7M CCF, 0.7M CCF lower than the 2019 assumption.

Other Operating Revenues are projected to be \$6,472,600, a decrease of \$347,600 or 5.4%. An increase in the monthly rate for *Fire Protection Services*, is offset by a lower volume in *Cross Connection Fees*.

Water Utility Revenues

Sale of Water and Other Operating Revenues

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>SALE OF WATER</u>					
<u>SERVICE CHARGES</u>					
(1)	Domestic	\$20,029,154	\$21,775,200	\$20,444,281	\$19,963,100
(2)	Commercial	2,470,870	2,171,100	2,514,672	1,961,900
417310	Industrial	348,628	354,600	344,075	354,600
(3)	Public Authorities	852,753	907,200	833,370	707,200
(4)	Other Water Companies	45,670	14,500	39,262	16,700
	Total	23,747,074	25,222,600	24,175,660	23,003,500
<u>WATER USE CHARGE</u>					
(5)	Domestic	\$36,150,392	\$42,721,000	\$39,118,125	\$46,985,700
(6)	Commercial	12,709,148	10,496,000	13,781,479	11,592,100
416310	Industrial	2,458,257	1,445,500	2,917,226	1,639,600
(7)	Public Authorities	3,239,662	7,430,000	3,332,358	8,654,000
(8)	Other Water Companies	2,094,805	1,809,500	1,905,642	1,508,600
	Total	56,652,264	63,902,000	61,054,831	70,380,000
<u>OTHER OPERATING REVENUES</u>					
(9)	Hydrant Maintenance	\$1,123,807	\$1,406,500	\$1,341,079	\$1,406,500
419130	Fire Protection Services	2,200,502	3,947,000	4,015,405	4,099,400
429220	Water Billing Penalties	306,995	566,700	134,708	566,700
431280	Other Water Revenues	-	900,000	99,114	400,000
	Total	3,631,304	6,820,200	5,590,307	6,472,600
Total Operating Revenues		\$84,030,643	\$95,944,800	\$90,820,799	\$99,856,100

Commitment Items

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

Water Utility Revenues

Non-Operating Revenues

Source Description

Non-Operating Revenues are composed of:

- *Investment Income*: funds earned on cash balances in the Water Utility Fund and the Water Bond Fund, coupled with interest charged on main pipe receivables.
- *Indirect Costs*: charges for administrative overhead on bill jobs.
- *Forestry Operations*: income from the bid sale of standing timber to logging companies.
- *Sale of Material/Equipment*: income from the sale of scrap materials and obsolete equipment.
- *Recreation*: fees charged for parking, boat rentals, and the launching of private boats at District recreational facilities.
- *Collection/Liens*: fees charged for the release of liens.
- *Other Miscellaneous*: fees levied for private meter readings, lien filing, and “turn-on” services; non-recurring items.
- *Developers/Bill Jobs*: reimbursement to the District for payroll additives and material handling costs associated with the repair or relocation of water system facilities on behalf of the State of Connecticut, local government agencies and/or developers.
- *Short-Term Bill Jobs*: revenues for payroll additives, material handling, and equipment costs associated with the repair of District property damaged by others; also metered hydrant billings.
- *Contributions for Extensions, Mains, Services*: funds received from set rates for assessable projects and materials associated with hydrants, high pressure services, distribution mains, service connections, Ford boxes and meter pits (as established by the Water Bureau).

Budget Commentary

Non-Operating Revenues for 2020 are \$2,282,600 an increase of \$20,000 from the level adopted for 2019, primarily a result of increased revenue from Developers & Bill Jobs.

Water Utility Revenues

Other Non-Operating Revenues

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>NON-OPERATING REVENUES</u>					
423100	Interest Income	\$236,085	\$200,000	\$270,730	\$200,000
423110	Main Pipe Assessments	59,750	80,000	57,896	80,000
	Total	295,835	280,000	328,626	280,000
429200	Refund/Reimbursements	-	-	138,824	-
431210	HQ Rental Fees	306	-	-	-
419430	Bill Job P/R & Materials	71,710	75,000	66,876	75,000
419430	Developers P/R Mat Equip	394,972	300,000	256,239	320,000
419400	Bill Job & Dev P/R Additives	23,296	30,000	6,022	30,000
429230	Bad Check Fees	45,600	35,000	49,130	35,000
423300	Property Rents	158,506	151,200	151,748	151,200
459020	Sale of Material/Equipment	92,043	120,000	250,353	120,000
419400	Indirect Costs	13,015	15,000	5,708	15,000
419400	Short-Term Bill Jobs	97,505	90,000	39,135	90,000
419400	Long-Term Bill Jobs	32,620	100,000	90,751	100,000
431010	Recreation Income	55,945	75,000	49,358	75,000
431020	Forestry Operations	665,421	200,400	342,570	200,400
419910	Nor Other Misc	108,894	125,000	96,329	125,000
431270	DPH Assessment Fee	215,788	250,000	134,176	250,000
429210	Collection/Liens	226,109	400,000	260,414	400,000
431210	Nor Misc Non Oper Revenue	975	-	-	-
459010	Gain on Inventory Revaluation (2020)	5,899	-	-	-
431230	Vendor Discount Revenue	593	1,000	676	1,000
453000	CAC - Hydrant	10,730	10,000	12,195	10,000
453000	CAC - High Pressure	1,431	5,000	1,881	5,000
	Total Non-Operating Revenues	\$2,517,195	\$2,262,600	\$2,287,776	\$2,282,600

Water Utility Revenues

Other Non-Operating Revenues

Source Description

Other Non-Operating Revenues

Contributions (to) from Other Funds: Sound financial management practices call for the maintenance of a cash reserve sufficient to withstand a shortfall in revenues and/or increases in unanticipated expenditures. The District's policy is to use a portion of these funds, if available, in support of operations while maintaining a prudent reserve.

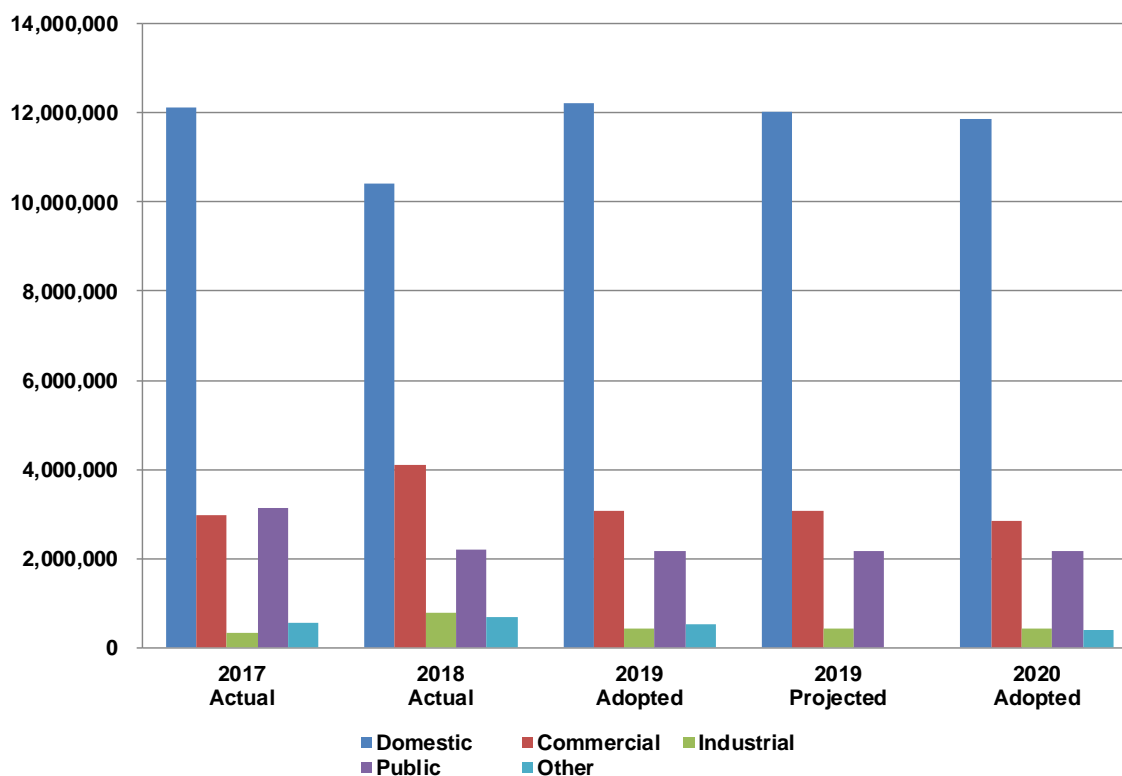
Budget Commentary

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

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
	Contributions (to) from Other Funds				
413040	Water Utility Fund	-	1,033,500	-	-
	Total	-	1,033,500	-	-

Water Utility Revenues

Water Consumption by Customer Class (CCF)*



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Domestic	12,126,300	10,430,584	12,230,000	12,030,000	11,850,000
Commercial	2,963,500	4,113,004	3,060,000	3,060,000	2,860,000
Industrial	339,800	787,242	413,000	413,000	413,000
Public	3,130,700	2,203,906	2,180,000	2,180,000	2,180,000
Other	572,500	671,107	517,000	-	380,000
Total	19,132,800	18,205,842	18,400,000	17,683,000	17,683,000

Sewer Revenues

Taxation

Other Government Agencies

Other Sewer Revenues

Sewer User Charge Revenues

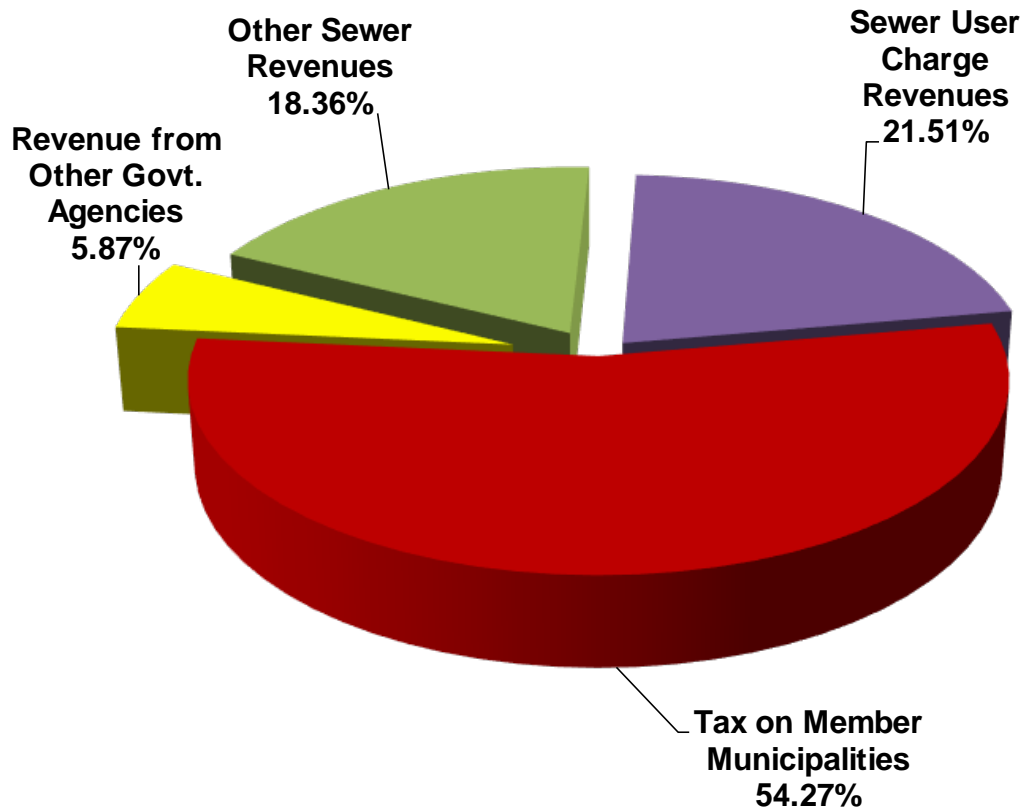
Contributions (to) from Other Funds

Designated from Surplus

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Sewer Revenues

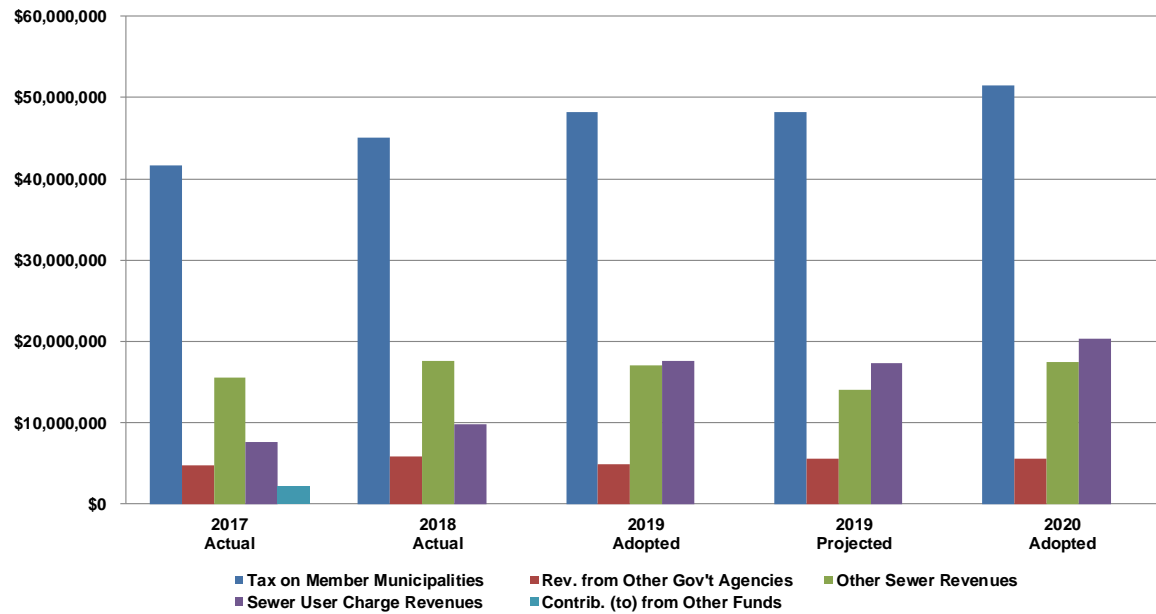
Five-Year Revenue Trend



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

Sewer Revenues

Five-Year Revenue Trend



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Tax on Member Municipalities	\$41,670,400	\$45,004,000	\$48,153,100	\$48,153,100	\$51,475,700
Rev. from Other Gov't Agencies	4,693,500	5,819,728	4,958,400	5,514,708	5,566,400
Other Sewer Revenues	15,507,480	17,560,944	17,108,400	14,048,559	17,414,100
Sewer User Charge Revenues	7,638,240	9,804,813	17,540,900	17,350,746	20,402,900
Contrib. (to) from Other Funds	2,114,000	-	-	-	-
Total	\$71,623,620	\$78,189,485	\$87,760,800	\$85,067,113	\$94,859,100

Sewer Revenues

Other Government Agencies

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

Source Description

The method for taxing member municipalities is set forth in Sections 3-12 and 3-13 of the District Charter, which grants the District Board, acting on the recommendation of the Board of Finance, the power to levy a tax upon the towns sufficient to finance the District's General Fund expenditures. The tax is divided among the member towns in proportion to the total revenue each received from property taxation, as averaged over the prior three years.

To coincide with the fiscal year cycle (July 1 – June 30) adhered to by the member towns, the quarterly tax payments are unbalanced. The amount of the tax due in the first half of 2020 will be equivalent to 50% of the total 2019 tax levy. This amount (when paid) will be subtracted from the total 2020 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

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

Sewer Revenues

Other Government Agencies

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

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

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

Sewer Revenues

Other Government Agencies

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>OTHER GOVERNMENT AGENCIES</u>					
421210	Sludge Handling Services	\$5,795,273	\$4,928,400	\$5,483,314	\$5,536,400
421230	Household Hazardous Waste Disposal	24,454	30,000	31,394	30,000
	Total	5,819,728	4,958,400	5,514,708	5,566,400

Source Description

Revenue from Other Government Agencies comprise agreed-upon service fees charged to other government agencies (state or municipal) for services performed by the District as reflected in the following revenue categories:

- *Sludge Handling Services*: revenue from the processing of sewage sludge primarily from non-member towns.
- *Household Hazardous Waste Disposal*: fees charged for providing household hazardous waste collection services to non-member towns.

Budget Commentary

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

Sewer Revenues

Other Sewer Revenues

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>OTHER SEWER REVENUES</u>					
429200	Refund/Reimbursements	604,372	-	283,710	15,000
411010	Septage Fees	1,245,806	1,200,000	911,933	1,463,700
411020	FOG Charges	122,515	125,000	125,701	150,000
421220	Groundwater Remediation	4,699,624	5,900,000	3,087,495	5,900,000
431210	Headquarters Rental Fees	348	-	-	-
419430	Bill Jobs Revenue, Payroll, Mat., Equip.	-	5,000	52,352	7,000
419430	Developers Rev., Payroll, Mat., Equip.	360,123	575,000	141,622	575,000
423300	Property Rents	130,647	153,800	126,651	153,800
459020	Sale of Material/Equipment	195,571	88,000	205,877	88,000
419400	Indirect Costs	-	5,000	4,490	5,000
431250	PM Unit	9,291,000	8,291,000	8,291,000	8,291,000
419400	Short Term Bill Jobs	-	5,000	6,099	5,000
419400	Long Term Bill Jobs	260	10,000	-	10,000
419910	Other Miscellaneous	254,565	150,000	71,945	150,000
429210	Collection/Liens	-	100	-	100
431230	Vendor Discount Rev	352	500	74	500
	Total	16,905,181	16,508,400	13,313,688	16,814,100
<u>INVESTMENT INCOME</u>					
423100	General Fund Investment Income	655,763	600,000	734,871	600,000
	Total	655,763	600,000	734,871	600,000

Sewer Revenues

Other Sewer Revenues

Source Description

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

- *Investment Income*: earnings on cash available for investment.
- *Septage*: revenues from fees paid by septic tank pumping contractors disposing of septage from non-member town properties at the Hartford Water Pollution Control Facility.
- *FOG Charges*: Fees are charged to Class III and IV food service establishments to offset the costs of managing the Fats, Oils and Grease (FOG) program. This program is required by the CT Department of Energy and Environmental Protection General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments.
- *Headquarters Rental Fees*: revenues from the rental/lease of Headquarters facilities; also, fees collected from employees parking in the Headquarters garage this fee was eliminated during fiscal year 2019.
- *Developers Revenue*: Payroll costs for engineering and inspection services along with material and equipment costs charged against deposits made by developers and/or State Agencies for these services.
- *Bill Job Revenue*: revenue from payroll costs, material, and equipment costs associated with repair of District property damaged by others.
- *Payroll Additives*: recovered employee benefit costs charged on bill jobs.
- *Property Rents*: revenue derived from the rental of space for cellular service antennae.
- *P.M. Unit Overhead*: Payments to the General Fund for indirect costs related to the long-term control plan.
- *Indirect Costs*: administrative overhead costs charged on bill jobs.
- *Other Miscellaneous*: is reflective of historical revenues.

Budget Commentary

Total *Other Sewer Revenues* for 2020 are projected to be \$16,814,100 which is an increase of \$305,700 or 1.8% from the level adopted for 2019.

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

Sewer Revenues

Sewer User Charge

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
OTHER USER REVENUE					
(1)	High Flow Users (Net of Reserves)	\$12,399	\$2,559,900	\$1,639,011	\$2,797,300
417830	Customer Service Charge	3,127,732	6,641,600	6,268,836	7,656,300
415020	Non-Municipal Tax Exempt Properties	4,168,722	5,549,900	5,668,748	6,159,900
415110	High Strength	671,781	988,000	701,603	988,000
415010	Town of Manchester	103,734	182,800	139,022	202,900
415010	Town of East Granby	(598,592)	-	-	-
415010	Town of South Windsor	20,090	24,100	8,761	26,800
415010	Town of Farmington	79,869	129,500	0	143,700
415030	Bradley/Hamilton Standard/East Granby	1,140,887	1,057,200	1,617,713	1,269,400
415040	SUC DEEP	-	-	-	120,000
415010	Town of Cromwell	5,473	7,900	9,090	8,800
429220	Forfeited Discounts	1,072,718	400,000	1,297,963	1,029,800
	Total	9,804,813	17,540,900	17,350,746	20,402,900

Source Description

Sewer User Charge Revenue is derived from *Non-Municipal tax-exempt users*, *High Flow Users* and *High Strength Users* charges within the District's eight member towns and from all users in non-member towns who discharge sanitary waste into the MDC's sewer system. Revenue from non-municipal tax-exempt properties and from non-member towns is based on either sewer flows emanating from metered water usage or from flow meters installed at the point of connection into the MDC's sewer system. Revenue from high flow users (12,200 CCF per year or more) is based on estimated sewer flows from those users. A surcharge is levied on high flow users whose share of costs, based on flow, exceeds the portion of their annual property tax payments rendered in support of the District's sewer system. Conversely, high flow users in member towns are eligible for year-end rebates if their sewer user charge, based on flow, is less than the portion of the property tax they pay in support of sewer services. Revenue from high strength users is based on laboratory results submitted to the District, in accordance with section 12 of the General Sewer Ordinances. F.O.G. charges are reimbursements from class II and III food service establishments for processing and inspection.

Budget Commentary

Sewer User Charge revenues are projected to be \$20,402,900 which is an increase of \$2,862,000 or 14% above the revenue level adopted for 2019.

- Primarily a result of an increase in the *Sewer User Charge* rate and the *Sewer Customer Service Charge*.

Sewer Revenues

Other Financing Sources

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

Source Description

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

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

Budget Commentary

Surpluses are not anticipated in either the *Debt Service Fund* or the *Assessable Fund* for the 2020 fiscal year.

Sewer Revenues

Designated From Surplus

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
413040	<u>DESIGNATED FROM SURPLUS</u>	-	\$3,500,000	-	-

Source Description

The Revenue Surplus item relates solely to the General Fund. The surplus available at the end of a fiscal year is a result of:

- An unallocated surplus carried over from the prior year.
- Expenditure savings realized during the current year (compared to the adopted expenditure level).
- Excess revenue received in the current year (over and above adopted revenue projections).

Budget Commentary

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

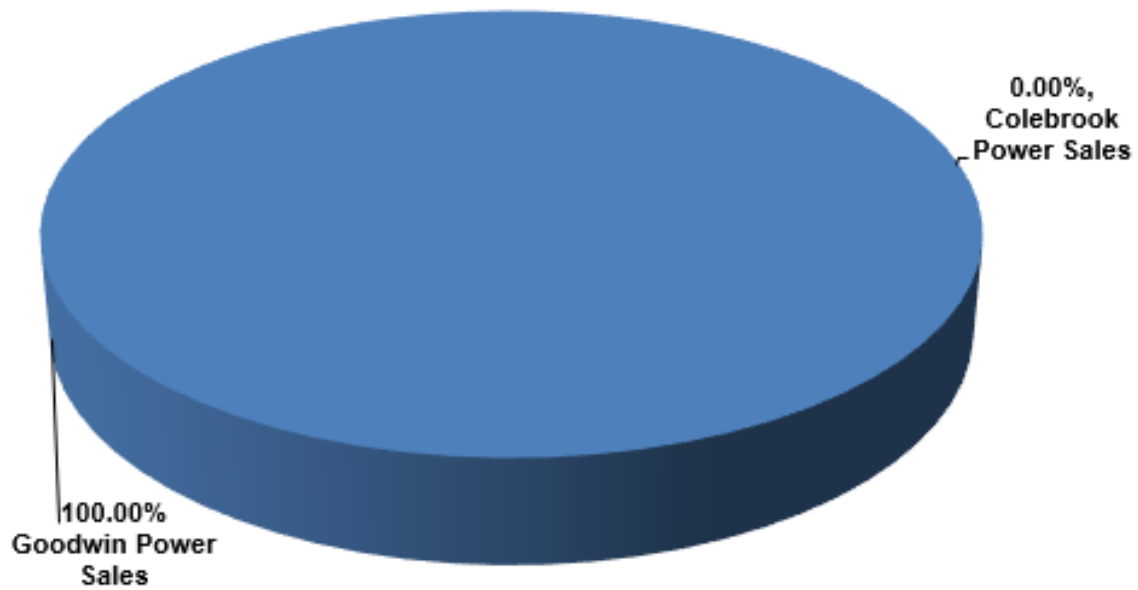
Hydroelectric Revenues

Goodwin Power Sales
Colebrook Power Sales
Other Hydroelectric Revenues

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Hydroelectric Revenues

Revenue Breakdown

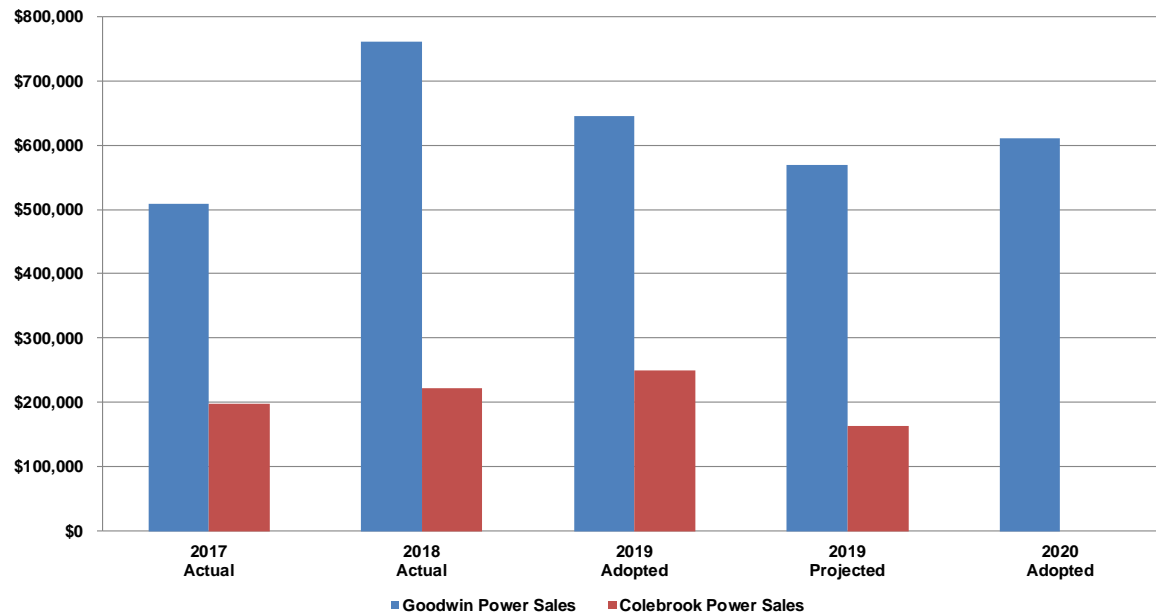


Fund
Goodwin Power Sales
Colebrook Power Sales
Total Revenues:

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

Hydroelectric Revenues

Five-Year Revenue Trend



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Goodwin Power Sales	\$509,073	\$761,000	\$645,400	\$568,928	\$610,300
Colebrook Power Sales	197,512	222,410	250,000	163,460	-
Total	\$706,585	\$983,410	\$895,400	\$732,388	\$610,300

Hydroelectric Revenues

Summary

Commitment Item	Description	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
<u>HYDROELECTRIC REVENUES</u>					
Power Sales					
418010	Goodwin Power Sales	\$761,000	\$645,400	\$568,928	\$610,300
418010	Colebrook Power Sales	\$222,410	\$250,000	\$163,460	-
	Total	<u>\$983,410</u>	<u>\$895,400</u>	<u>\$732,388</u>	<u>\$610,300</u>

Source Profile

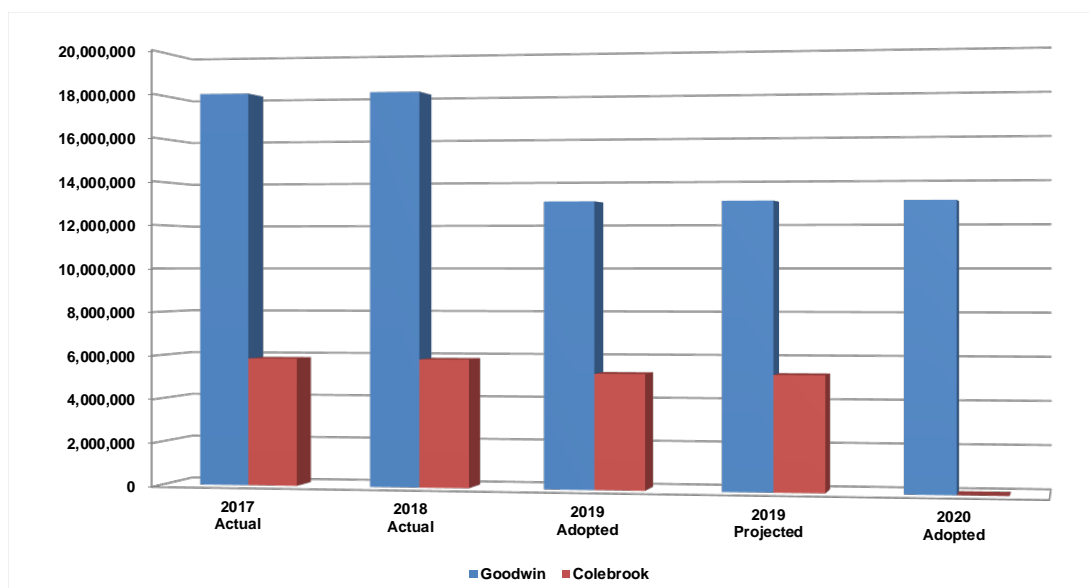
Revenue in support of hydroelectric expenditures is derived from: the sale of power produced at the District's Goodwin and Colebrook Hydroelectric power facilities; interest earned from the investment of available cash; and surplus funds (if available) designated to support the expenditure budget. In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

Budget Highlights

The 2020 budget revenues from the sale of power generated at The Goodwin Hydroelectric Facility in the coming year assumes a full production year. The total budget of \$610,300 decreases by \$285,100 from the level adopted for 2019. This reduction comes from the elimination of the Colebrook Facility.

Hydroelectric Revenues

Power Generation by Kilowatt Hours



	2017 Actual	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Goodwin	18,066,400	18,066,400	13,027,000	13,027,000	13,027,000
Colebrook	5,846,120	5,846,120	5,243,000	5,243,000	-
Total	23,912,520	23,912,520	18,270,000	18,270,000	13,027,000

Kilowatt Hours by Facility

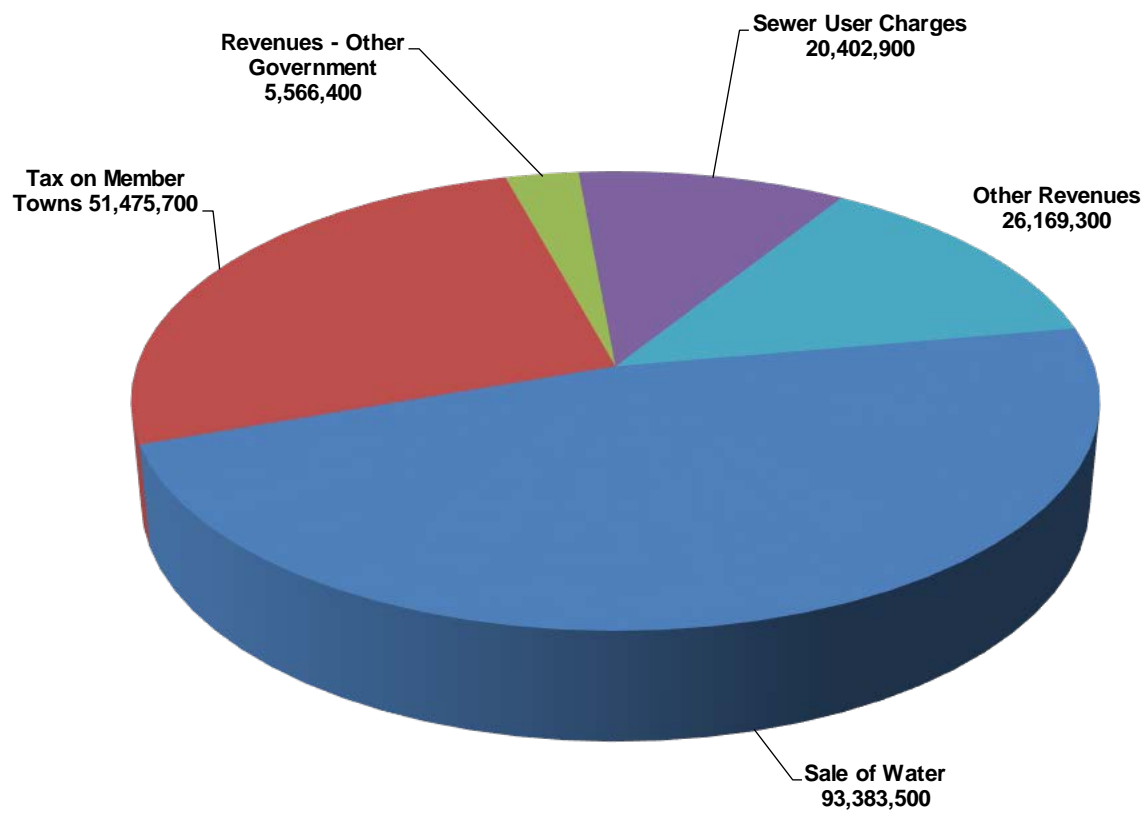
Power production estimates for the coming year are based on historical averages. Changes in seasonal weather conditions have a significant effect on water supplies used for power generation.

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Exhibits

Water and Sewer Revenues and Other Financing Sources



<u>Sale of Water</u>		<u>Town Tax</u>	
Domestic	22.55%	Hartford	6.88%
Commercial	5.54%	East Hartford	3.21%
Industrial	0.76%	Newington	2.44%
Public Authorities/Other	4.88%	Wethersfield	2.24%
Customer Service Charge	13.31%	Windsor	2.43%
Surcharge Non-Member Towns	0.99%	Bloomfield	2.05%
Special Surcharge Non-Member Towns	0.31%	Rocky Hill	1.66%
		West Hartford	6.26%
Total Sale of Water	48.34%	Total	27.17%

Exhibits

Tax Computation Schedule

2020 Tax Computation Schedule Average Annual Receipts from Taxation on Member Towns for the Three Year Period Ending Previous to July 1, 2019

Municipality	Year	Amount	Average	% of Total	2020 Tax	2019 Tax	Change	% Change
Hartford	2017	260,363,000						
	2018	280,550,498						
	2019	283,518,143						
	Total	<u>824,431,641</u>	<u>274,810,547</u>	<u>25.323529%</u>	<u>13,035,400</u>	<u>12,372,000</u>	<u>663,400</u>	<u>5.36%</u>
East Hartford	2017	124,038,000						
	2018	128,222,863						
	2019	132,856,555						
	Total	<u>385,117,418</u>	<u>128,372,473</u>	<u>11.829401%</u>	<u>6,089,300</u>	<u>5,775,200</u>	<u>314,100</u>	<u>5.44%</u>
Newington	2017	93,725,000						
	2018	96,024,601						
	2019	102,640,125						
	Total	<u>292,389,726</u>	<u>97,463,242</u>	<u>8.981145%</u>	<u>4,623,100</u>	<u>4,318,900</u>	<u>304,200</u>	<u>7.04%</u>
Wethersfield	2017	85,386,478						
	2018	90,042,968						
	2019	92,780,379						
	Total	<u>268,209,825</u>	<u>89,403,275</u>	<u>8.238426%</u>	<u>4,240,800</u>	<u>3,979,400</u>	<u>261,400</u>	<u>6.57%</u>
Windsor	2017	93,636,439						
	2018	96,464,886						
	2019	101,559,536						
	Total	<u>291,660,861</u>	<u>97,220,287</u>	<u>8.958757%</u>	<u>4,611,600</u>	<u>4,274,900</u>	<u>336,700</u>	<u>7.88%</u>
Bloomfield	2017	74,698,743						
	2018	79,511,602						
	2019	91,137,901						
	Total	<u>245,348,246</u>	<u>81,782,749</u>	<u>7.536202%</u>	<u>3,879,300</u>	<u>3,488,600</u>	<u>390,700</u>	<u>11.20%</u>
Rocky Hill	2017	63,825,000						
	2018	65,845,128						
	2019	69,180,854						
	Total	<u>198,850,982</u>	<u>66,283,661</u>	<u>6.107976%</u>	<u>3,144,100</u>	<u>2,909,600</u>	<u>234,500</u>	<u>8.06%</u>
West Hartford	2017	236,916,000						
	2018	253,909,965						
	2019	258,760,695						
	Total	<u>749,586,660</u>	<u>249,862,220</u>	<u>23.024565%</u>	<u>11,852,100</u>	<u>11,034,500</u>	<u>817,600</u>	<u>7.41%</u>
Total Taxation: Member Towns:			1,085,198,453	100.00%	51,475,700	48,153,100	3,322,600	6.90%

Description:

The method for taxing member municipalities is set forth in Section 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.

The amount of the 2020 tax due in the first half of the coming year is equivalent to 50% of the total 2019 tax levy on the eight member towns. The total amount due from all towns in the first half of the year will be subtracted from the total 2020 tax level; the balance becomes the amount due in the second half of the year.

Exhibits

Member Municipalities – Economic and Demographic Information

The member municipalities comprising The Metropolitan District are located in central Connecticut, midway between Boston and New York. The Town of East Hartford operates under a strong Mayor-Council form of government, while all other member municipalities operate under the Council-Manager system.

The member municipalities are served by a network of highways. Interstate 91 provides north-south access between New Haven and the Canadian border. Interstate 84 runs from Hartford west to Danbury and through New York State and east to Massachusetts Turnpike. State Routes 2 and 9 link Hartford with Connecticut's southern coast on Long Island Sound. Connecticut's largest airport, Bradley International, is located 14 miles north of the City of Hartford.

Population and Density						
Municipality	2014 Population	2010 Population	2000 Population	% Change 2013—2010	Square Miles	Density ¹
Bloomfield	20,486	20,696	19,857	-0.9	26.4	752
East Hartford	51,284	48,766	49,575	5.8	18.7	2,651
Hartford	125,017	124,775	121,578	0.0	18.4	6,608
Newington	30,562	29,306	29,306	4.3	13.2	2,220
Rocky Hill	19,915	18,827	17,966	4.8	13.9	1,292
West Hartford	63,268	61,045	63,589	3.6	22.2	2,864
Wethersfield	26,594	25,767	26,271	3.6	13.0	2,020
Windsor	29,140	29,044	28,237	0.3	31.1	908

¹ Based on 2010 population. Source: 1990-2010 – U.S. Department of Commerce, Bureau of Census. 2014 CAFR.

Income Levels			
Municipality	Income Per Capita	Median Family Income	Median Household Income
Bloomfield	\$28,843	\$70,867	\$59,880
East Hartford	24,799	47,056	49,611
Hartford	29,430	29,430	28,970
Newington	36,209	64,234	71,817
Rocky Hill	39,785	63,343	60,247
West Hartford	43,998	75,744	78,488
Wethersfield	39,663	67,788	72,041
Windsor	35,594	N/A	N/A
District Average	\$32,081	\$62,687	\$60,561
State Average	\$37,627	\$73,181	\$69,243

Source: 2014/2016 CAFR

Labor Force Data — September, 2014 —			
Municipality	Employed	Unemployed	Percent
Bloomfield	9,302	791	7.8
East Hartford	24,184	2,262	10.0
Hartford	42,396	7,281	14.7
Newington	16,111	900	5.3
Rocky Hill	10,598	534	4.8
West Hartford	28,569	1,601	5.3
Wethersfield	12,797	831	6.1
Windsor	15,286	1,068	6.5
Hartford Labor Market	570,231	18,854	7.3
State of Connecticut	1,783,000	107,800	6.4

Source: Connecticut Department of Labor and Connecticut Economic Resource Center

Exhibits

HISTORICAL WATER USE RATES

Year Adopted	Water Used Rates (Per CCF)	Untreated Water Rates (Per CCF)
2006	\$1.84	\$0.73
2007	\$1.96	\$0.88
2008	\$2.21	\$0.99
2009	\$2.07	\$0.99
2010	\$2.12	\$0.99
2011	\$2.35	\$0.99
2012	\$2.43	\$1.00
2013	\$2.50	\$1.00
2014	\$2.53	\$1.00
2015	\$2.53	\$1.00
2016	\$2.66	\$1.00
2017	\$2.77	\$1.00
2018	\$3.14	\$1.50
2019	\$3.50	\$1.50
2020	\$3.97	\$1.50

Exhibits

HISTORICAL WATER SURCHARGES

Customer Service Charge (SEC. W1b)

Size of Meter	<u>2015</u> Monthly	<u>2016</u> Monthly	<u>2017</u> Monthly	<u>2018</u> Monthly	<u>2019</u> Monthly	<u>2020</u> Monthly
5/8"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98	\$14.98
3/4"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98	\$14.98
1"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98	\$14.98
1 1/2"	\$20.50	\$20.50	\$48.60	\$48.60	\$48.60	\$48.60
2"	\$32.98	\$32.98	\$77.80	\$77.80	\$77.80	\$77.80
3"	\$125.21	\$125.21	\$145.89	\$145.89	\$145.89	\$145.89
4"	\$159.20	\$159.20	\$243.55	\$243.55	\$243.55	\$243.55
6"	\$511.79	\$511.79	\$486.07	\$486.07	\$486.07	\$486.07
8"	\$601.85	\$601.85	\$771.16	\$771.16	\$771.16	\$771.16
10"	\$619.05	\$619.05	\$1,777.77	\$1,777.77	\$1,777.77	\$1,777.77
12"	\$1,083.33	\$1,083.33	\$1,896.38	\$1,896.38	\$1,896.38	\$1,896.38

Surcharge Outside the Metropolitan District (SEC. W1c)

Size of Meter	<u>2015</u> Monthly	<u>2016</u> Monthly	<u>2017</u> Monthly	<u>2018</u> Monthly	<u>2019</u> Monthly	<u>2020</u> Monthly
5/8"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98	\$14.98
3/4"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98	\$14.98
1"	\$13.48	\$13.48	\$14.98	\$14.98	\$14.98	\$14.98
1 1/2"	\$20.50	\$20.50	\$48.60	\$48.60	\$48.60	\$48.60
2"	\$32.98	\$32.98	\$77.80	\$77.80	\$77.80	\$77.80
3"	\$125.21	\$125.21	\$145.89	\$145.89	\$145.89	\$145.89
4"	\$159.20	\$159.20	\$243.55	\$243.55	\$243.55	\$243.55
6"	\$511.79	\$511.79	\$486.07	\$486.07	\$486.07	\$486.07
8"	\$601.85	\$601.85	\$771.16	\$771.16	\$771.16	\$771.16
10"	\$619.05	\$619.05	\$1,777.77	\$1,777.77	\$1,777.77	\$1,777.77
12"	\$1,083.33	\$1,083.33	\$1,896.38	\$1,896.38	\$1,896.38	\$1,896.38

Charges for Private Fire Protection Service (SEC. W6f)

Size of Meter	<u>2015</u> Monthly	<u>2016</u> Monthly	<u>2017</u> Monthly	<u>2018</u> Monthly	<u>2019</u> Monthly	<u>2020</u> Monthly
2"	\$14.38	\$14.38	\$15.75	\$17.91	\$19.85	\$19.96
3"	\$18.72	\$18.72	\$20.49	\$23.30	\$25.82	\$31.61
4"	\$28.10	\$28.10	\$30.76	\$34.98	\$38.77	\$47.46
6"	\$47.12	\$47.12	\$51.59	\$58.67	\$65.02	\$79.60
8"	\$70.85	\$70.85	\$77.57	\$88.21	\$240.00	\$240.00
10"	\$118.65	\$118.65	\$129.91	\$147.73	\$375.00	\$375.00
12"	\$166.87	\$166.87	\$182.70	\$207.76	\$540.00	\$540.00

Exhibits

HISTORICAL WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL RULES AND CHARGES

Water Assessment Rates and Other Related Charges:

Main Pipe Assessment (per ft)	2017	2018	2019	2020
	\$95.00	\$77.00	\$95.00	\$95.00
Service Pipe Taps				
Domestic (Includes spacer and meter costs)				
1" Service Tap with 5/8" Meter	\$550.00	\$550.00	\$670.00	\$690.00
1" Service Tap with 3/4" Meter	\$575.00	\$575.00	\$675.00	\$730.00
1-1/2" Service Tap with 1" Meter	\$695.00	\$695.00	\$800.00	\$935.00
2" Service Tap with 1-1/2" Meter	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00
4" Service Tap with 2" Meter	\$1,450.00	\$1,450.00	\$1,450.00	\$1,450.00
4" Service Tap with 3" Meter	\$1,580.00	\$1,580.00	\$1,580.00	\$1,580.00
6" Service Tap with 4" Meter	\$1,780.00	\$1,780.00	\$1,780.00	\$1,780.00
8" Service Tap with 6" Meter	\$2,400.00	\$2,400.00	\$2,400.00	\$2,400.00
10" Service Tap with 8" Meter	\$3,370.00	\$3,370.00	\$3,370.00	\$3,370.00
Fire Service				
2" Fire Service Tap	\$565.00	\$565.00	\$650.00	\$750.00
4" Fire Service Tap	\$460.00	\$460.00	\$550.00	\$550.00
6" Fire Service Tap	\$460.00	\$460.00	\$550.00	\$550.00
8" Fire Service Tap	\$460.00	\$460.00	\$550.00	\$550.00
Hydrants				
Installed after the main	\$9,800.00	\$9,800.00	\$10,800.00	\$11,500.00
Hydrant Maintenance	\$100.00	\$100.00	\$125.00	\$135.00
Hydrant Relocation	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
	deposit + actual cost + overhead	deposit + actual cost + overhead	deposit + actual cost + overhead	deposit + actual cost + overhead
Fire Flow Testing	\$340.00	\$340.00	\$400.00	\$400.00

Exhibits

HISTORICAL WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL RULES AND CHARGES

<u>Special Meter Charges and Deposits:</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Hydrant Meters				
Administrative and meter reading fee, including connection and inspection fees + actual water use to be billed	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Hydrant Meter Deposit	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Connection / Inspection Fee	-	-	\$90.00	\$90.00
Subsequent re-inspection and testing fee, if backflow prevention device required	\$50.00	\$50.00	\$100.00	\$100.00
Installation, Repair or Replacement of Company Meters				
5/8" meter	\$200.00	\$200.00	\$225.00	\$250.00
3/4" meter	\$240.00	\$240.00	\$260.00	\$260.00
1" meter	\$275.00	\$275.00	\$300.00	\$300.00
1-1/2" Meter	\$920.00	\$920.00	\$1,000.00	\$1,000.00
2" Meter	\$1,155.00	\$1,155.00	\$1,300.00	\$1,300.00
3" Meter	\$1,355.00	\$1,355.00	\$1,425.00	\$1,430.00
4" Meter	\$1,615.00	\$1,615.00	\$1,700.00	\$1,700.00
6" Meter	\$2,560.00	\$2,560.00	\$2,700.00	\$2,700.00
8" Meter	\$4,000.00	\$4,000.00	\$4,100.00	\$4,100.00
Radio transmitter unit	\$155.00	\$155.00	\$200.00	\$200.00

Exhibits

HISTORICAL WATER ASSESSMENT RATES AND OTHER RELATED CHARGES AND SPECIAL RULES AND CHARGES

Special Meter Charges and Deposits: (Cont'd)	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Spacer Charges				
5/8", 3/4"	\$145.00	\$145.00	\$160.00	\$160.00
1"	\$150.00	\$150.00	\$165.00	\$165.00
1-1/2"	\$200.00	\$200.00	\$225.00	\$225.00
2" & larger	\$220.00	\$220.00	\$250.00	\$250.00
Damaged Hydrant Charge				
Replacement	actual cost + overhead	actual cost + overhead	actual cost + overhead	actual cost + overhead
Repair	actual cost + overhead	actual cost + overhead	actual cost + overhead	actual cost + overhead
Delinquent Account Review and Lien Fees	\$85.00	\$85.00	\$90.00	\$90.00
Delinquent Account Review and Lien Fees-Condo Association	\$26.00	\$26.00	\$26.00	N/A
Checks Returned for Insufficient Funds	\$50.00	\$50.00	\$60.00	\$60.00
Shut-Off/Turn-on for Non-Payment	\$100.00	\$100.00	\$125.00	\$125.00
Shut-Off/Turn-on for Non-Payment (subsequent event in same year)	\$200.00	\$200.00	\$225.00	\$225.00
Scheduled Overtime/Emergency Inspections Off and On Within 12 Months	\$325.00	\$325.00	\$325.00	\$325.00
Install Permanent Meter (No Service Tap)	\$95.00	\$95.00	\$110.00	\$125.00
5/8" Meter	\$95.00	\$95.00	\$110.00	\$250.00
3/4" Meter	-	-	-	\$260.00
1" Meter	-	-	-	\$300.00
1 - 1/2" Meter	-	-	-	\$1,000.00
2" Meter & Larger	\$240.00	\$240.00	\$275.00	\$1,300.00
Backflow Prevention Device Testing	\$90.00	\$90.00	\$90.00	\$90.00
Service Call 1st visit free	N/A	N/A	N/A	N/A
Service Call - Subsequent visits	\$90.00	\$90.00	\$90.00	\$125.00
Closing Meter Read Fee (per visit)	\$90.00	\$90.00	\$110.00	N/A
Check reading & leaks (no problem found)	\$90.00	\$90.00	\$90.00	\$125.00
Water Wagon-Saturday	\$1,030.00	\$1,030.00	\$1,030.00	\$1,030.00
Water Wagon-Sunday	\$1,350.00	\$1,350.00	\$1,350.00	\$1,350.00
Water Tanker -Registration Fee + actual water use to be billed	\$75.00	\$75.00	\$75.00	\$540.00
Administrative Review for Water and/or Sewer Services	\$465.00	\$465.00	\$465.00	\$570.00
Tampering of Hydrant or Water Supply				
First Offense	\$500.00	\$500.00	\$500.00	\$500.00
Subsequent Offense	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Water Service Installation Charge	\$1,800.00	\$1,800.00	\$1,800.00	\$150.00/ft

Exhibits

HISTORICAL RATES

Year Adopted	Member Town Ad Valorem	Sewer Rates (Per CCF)	BOD Rates (Per CCF)	COD Rates (Per CCF)	Suspended Solids Rates (Per CCF)	Clean Water Project Charge (Per CCF)
2008	\$ 32,670,177	\$2.08	\$0.25	\$0.25	\$0.20	\$0.35
2009	\$ 30,967,000	\$2.08	\$0.25	\$0.25	\$0.20	\$0.70
2010	\$ 30,967,000	\$2.08	\$0.25	\$0.25	\$0.20	\$1.05
2011	\$ 32,360,500	\$2.35	\$0.28	\$0.28	\$0.23	\$1.40
2012	\$ 33,493,200	\$2.43	\$0.29	\$0.29	\$0.24	\$1.90
2013	\$ 34,799,400	\$2.52	\$0.30	\$0.30	\$0.25	\$2.40
2014	\$ 36,156,600	\$2.62	\$0.31	\$0.31	\$0.26	\$2.90
2015	\$ 37,446,400	\$2.75	\$0.33	\$0.33	\$0.27	\$2.90
2016	\$ 38,944,300	\$2.86	\$0.34	\$0.34	\$0.28	\$3.25
2017	\$ 41,670,400	\$3.06	\$0.36	\$0.30	\$0.30	\$3.50
2018	\$ 45,004,000	\$3.37	\$0.40	\$0.40	\$0.33	\$3.80
2019	\$ 48,153,100	\$4.64	\$0.55	\$0.55	\$0.45	\$4.10
2020	\$ 51,475,700	\$5.15	\$0.61	\$0.61	\$0.50	\$4.10

BOD = Biochemical Oxygen Demand

COD = Chemical Oxygen Demand

Suspended Solids strength charge

N/A = Not Applicable

Exhibits

COMPOUND ANNUAL GROWTH RATE SCHEDULE

<u>Description</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>CAGR</u>	<u>2019-2020</u> <u>Change</u>
Ad Valorem	\$38,944,300	\$41,670,400	\$45,004,000	\$48,153,100	\$51,475,700	7.2%	6%
Sewer Debt Service	\$20,865,100	\$22,668,800	\$28,519,400	\$34,069,500	\$36,468,600	15.0%	7%
Total Sewer Budget	\$68,314,200	\$68,825,100	\$78,977,200	\$91,260,800	\$94,859,100	8.6%	4%
Sewer User Charge	\$ 2.86	\$ 3.06	\$ 3.37	\$4.64	\$5.15	15.8%	10%
Base Water Rate	\$ 2.66	\$ 2.77	\$ 3.14	\$3.50	\$3.97	10.5%	12%
Water Debt Service	\$22,708,200	\$26,029,500	\$28,221,900	\$31,753,300	\$33,825,200	10.5%	6%
Total Water Budget	\$80,973,200	\$83,543,200	\$88,115,700	\$98,207,400	\$102,138,700	6.0%	4%
Headcount	548	512	489	485	481	-3.2%	-1%

CAGR: $= ((\text{End Value} / \text{Start Value})^{1/(\text{Periods} - 1)}) - 1$

Exhibits

HISTORICAL HEADCOUNT

<u>Budget</u>	<u>2019</u>	<u>2020</u>	<u>Change</u>
Operating	415	411	-4
Capital Improvement	70	68	-2
Clean Water Project	<u>0</u>	<u>0</u>	<u>0</u>
Total	485	479	-6

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G L O S S A R Y

SECTION F

Glossary

Abbreviations/Acronyms

The following abbreviations are commonly used throughout the budget document.

Acronym	Description
AAP	Affirmative Action Plan
BPW	Bureau of Public Works
CCF	Hundred cubic feet
CIP	Capital Improvement Program
CMOM	Capacity, Management, Operations & Maintenance
CSO	Combined Sewer Overflow
CRRA	Connecticut Resources Recovery Authority
CWP	Clean Water Project
DEEP	Department of Energy and Environmental Protection
EPA	Environmental Protection Agency
FERC	Federal Energy Regulatory Commission
FRWA	Farmington River Watershed Association
GFOA	Government Officers Finance Association
GIS	Geographic Information System
HHW	Household Hazardous Waste
IBNR	Incurred But Not Reported
LIMS	Laboratory Information Management System
LTCP	Long Term Control Plan
MDC	Metropolitan District Commission (also used for The Metropolitan District)
MGD	Million gallons per day
OPEB	Other Post Employment Benefits
PLC	Programmable Logic Controller
PLO	Project Loan Obligation
PMU	Program Management Unit
ROW	Right-of-way
RRI	Riverfront Recapture, Inc.
SDWA	Safe Drinking Water Act
SSO	Sewer Separation Overflow
VMF	Vehicle Maintenance Facility

Glossary

Definitions

Activity: a specific line of work performed by one or more organizational components for the purpose of accomplishing a departmental responsibility.

Adopted Budget: the budget approved annually by the District Board, as required by the Charter of the Metropolitan District.

Affirmative Action Plan (AAP): a document detailing the Metropolitan District's policy of non-discrimination and its employment practices with regard to steps taken or to be taken to recruit, employ, train, transfer, promote and otherwise advance in employment qualified minorities and females.

Allotment: specific expense items within a major account.

Appropriation: the amount of money allocated for a specific use.

Assessable Sewers: sewer installations for which the benefits are directly assessed to property owners served or to be served by such sewers.

Assessable Sewer Fund: fund in which sewer assessment payments accrue for the purpose of funding the construction of Assessable Sewers on a pay-as-you-go basis.

Authorized Positions: positions authorized for inclusion in the Metropolitan District's table of organization, as recommended by the Personnel, Pension & Insurance Committee and approved by the District Board.

Automated Work Order System: a system which provides for more accurate and timely reporting of personnel time, materials and supplies associated with individual jobs and corresponding work orders.

Backflow Prevention Device: plumbing device installed in a sewer house connection to prevent the backup of sewage into a home or business.

Board of Finance: a board of the Metropolitan District Commission responsible for financial and budgetary policy-making as outlined under Section 3 of the District Charter.

Bureau of Public Works (BPW): bureau of Board responsible for policy-making related to the District's sewerage system.

Call-Before-You-Dig: State of Connecticut-mandated program requiring all utilities to locate and mark their underground facilities in the vicinity of pending construction.

Capital Improvement Program/Plan (CIP): the District's long-range plan for improving, upgrading and expanding its capital facilities, as set forth annually in the capital improvement budget.

Glossary

Capital Outlay: budget account comprised of equipment costing \$5,000.00 or more with an anticipated useful life of 3 years or longer.

Catch Basin: a receptacle at the entrance to a sewer designed to collect storm water or surface water runoff.

CCF: hundred cubic feet; the equivalent of approximately 750 gallons.

Charter: the Charter of The Metropolitan District; Special Act 511 of the 1929 session of the Connecticut General Assembly, as amended.

Chief Executive Officer (CEO): the District's highest ranking employee; responsible for the overall management and administration of the programs and activities of the Metropolitan District.

Clean Water Act: federal legislation governing required levels of treatment for sanitary and industrial wastes prior to discharge into the nation's waters.

Clean Water Project: a fifteen year federal and state mandated project to eliminate all combined and sanitary sewer overflows by the year 2018.

Combined Sewer: sewer line that carries both storm water and sanitary sewage.

Combined Sewer Overflow (CSO): DEP-permitted overflow of storm water and sanitary sewage into the Connecticut River as a result of overloading of combined sewers during storm events.

Commission: see District Board

Commissioners: members of the District Board, whose appointments and terms are outlined in the Charter; current membership totals 29 Commissioners.

Connecticut Plan: State of Connecticut master water supply plan, as developed by the state's public and private water purveyors under the direction of the Department of Public Health (DPH).

Connecticut Resources Recovery Authority (CRRA): one the State authorities responsible for Connecticut's solid waste disposal program, including the Hartford-based Mid-Connecticut Project.

Consent Order: an agreement/legal obligation between a State of Connecticut regulatory agency (DEP, DPH, etc.) and the MDC calling for certain improvements to be made according to a definitive schedule.

Cross-Connection: a plumbing configuration that enables a potable water source to be mixed with a non-potable substance as a result of a backflow situation, a reduction in pressure, etc.

Glossary

Department: group of related activities aimed at accomplishing a major service for which the District is responsible.

Department Head: individual who is responsible for the overall administration and performance of a Department.

Department of Energy and Environmental Protection (DEEP): lead State of Connecticut regulatory agency responsible for enforcing federal Clean Water Act requirements.

Department of Public Health (DPH): lead State of Connecticut regulatory agency responsible for enforcing federal Safe Drinking Water Act requirements.

Developer's Permit Agreement: process by which developers may perform water and sewer installation work on behalf of the District.

District Board: the Metropolitan District's board of commissioners; the policy-makers of the Metropolitan District.

Effluent: the liquid end product of the wastewater treatment process.

Emergency Action Plan (EAP): dam failure emergency plan required of owners of hydroelectric facilities in accordance with Federal Energy Regulatory Commission (FERC) mandates.

Environmental Protection Agency (EPA): federal agency responsible for promulgating and enforcing Clean Water Act and Safe Drinking Water Act regulations through the Connecticut Department of Energy and Environmental Protection and the Connecticut Department of Public Health, respectively.

Environmental Systems Research Institute, Inc. (ESRI): A full service geographic information system (GIS) company that provides support services to the GIS Services activity.

Exclusive Service Area: the designated service (franchise) area of a water purveyor under the Connecticut Plan.

Expenditure: actual disbursement or expense.

Farmington River Watershed Association (FRWA): non-profit organization that oversees programs and projects on the Farmington River in Massachusetts and Connecticut.

Federal Energy Regulatory Commission (FERC): federal agency governing the licensing and operations of the District's Goodwin and Colebrook hydroelectric power projects.

Ford Box: meter located in a meter pit outside the premises being served.

Glossary

Fund: fiscal and accounting entity which is segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions, or limitations.

Funding Allocation: amount within a Fund allocated to a specific activity.

Geographic Information System (GIS): a system of computer hardware, software and procedures designed to support, capture, manage, manipulate, analyze, model and display spatially referenced data for solving complex planning and management problems.

General Obligation (GO) Bond: long-term bond backed by the full faith and credit of a government institution, like the Metropolitan District.

Gravel Program: District's plan to extract and process sand and gravel from MDC-owned land for sale and in-house use.

Grit: sand and organic materials that enter the District's water pollution control facilities through the combined sewerage system.

House Connection: section of the sanitary sewer line that is the property owner's responsibility; runs from the sewer lateral to the home or business.

Household Hazardous Waste (HHW): common household items (polishes, paints, aerosols, etc.) that are hazardous to the environment, necessitating that they be separated from the waste stream to ensure proper disposal. The District administers several household hazardous waste collections in member and non-member communities each spring and fall.

Individual Water Supply Plan: a Connecticut water purveyor's 50 year plan for providing adequate supplies of potable water to its current and future service areas, as regulated by the Connecticut Department of Public Health.

Information Technology: department responsible for the planning, development and ongoing administration of an integrated, District-wide information storage, communication and computing program.

Infrastructure: permanent installations of the District's water and/or sewer system (mains, hydrants, treatment facilities, dams, etc.).

Line Item: specific allotments within appropriations as approved by the District Board in the adopted budget.

Lock Box: term used to describe the off-site handling of bill payments by a banking institution.

Main(s): major water or sewer line, usually located in a public street or right-of-way.

Maintenance: major budget account comprised of goods and services necessary for the effective maintenance of District facilities and equipment.

Glossary

Major Account: a summary of expenses by a specific category: payroll, operations, maintenance, and capital outlay.

Member Towns: municipalities incorporated in the District: the City of Hartford and the Towns of East Hartford, West Hartford, Wethersfield, Rocky Hill, Newington, Bloomfield and Windsor.

Metropolitan District Commission (MDC): the policy-making body of the Metropolitan District; the District Board.

National Pollutant Discharge Elimination Standards (NPDES) Permit: DEP permitting system/standards under which the District operates its water pollution control facilities; the standards governing the contents of the effluent emanating from MDC water pollution control facilities.

Other Post Employment Benefits (OPEB): Employees of state and local governments may be compensated in a variety of forms in exchange for service that will not be received until after their employment with the government ends. The most common type of these postemployment benefits is a pension. Postemployment benefits other than pensions generally take the form of health insurance and dental, vision, prescription, or other healthcare benefits provided to eligible retirees, including in some cases their beneficiaries. They may also include some type of life insurance. As a group, these are referred to as OPEB.

Operations: major budget account comprised of basic goods and services necessary to ensure ongoing administrative, technical and system operations.

Outlet Charges: fees paid by developers/homeowners to connect to the District's sanitary sewer system.

Payroll: major budget account comprised of regular pay, overtime, temporary help and standby/premium pay allotments.

Project Loan Obligation (PLO) Bond: A note issued by a municipality to evidence the permanent financial of a project loan.

Photogrammetry: the process of making maps or scale drawings from photographs, especially aerial photographs.

Polymer: chemical used in the sludge thickening process.

Proposed Budget: fiscal operating plan submitted by the Chief Executive Officer to the District Board for their approval.

Raw Water: unfiltered, untreated water from MDC reservoirs.

Glossary

Remote Meter Reading: technology used to read District water meters without needing to be on-site.

Resource Recovery: a term given to the process by which solid waste (garbage) is reused/recycled and/or converted (through incineration) to a source of fuel/energy.

Revenue: all sources of income in support of the District's operating budget.

Revenue, Non-Operating: category of water revenues that includes several miscellaneous items such as: investment income; revenue from gravel, forestry sales and recreation; and bill jobs.

Revenue, Operating: category of water revenues that includes: sales of treated and untreated water; hydrant maintenance and fire service charges; and other revenues associated with the operation of the District's water system.

Right-of-way (ROW): property on which the District has the legal right to construct potable water and sanitary sewer pipelines.

Riparian Commitment: legal obligation to release an agreed-upon volume of river water for downstream users.

Riverfront Parks System: system of parks along the banks of the Connecticut River in Hartford and East Hartford that is maintained by District forces under an agreement with Riverfront Recapture, Inc., the non-profit entity charged with revitalizing the Connecticut River in the Hartford area.

Sand Reconditioning: a process used to wash the sand in the filter beds at the West Hartford and Bloomfield (Reservoir No. 6) Water Treatment Facilities. At West Hartford, a more labor-intensive slow sand reconditioning process is used, while a more automated rapid sand reconditioning process is used at Bloomfield.

Safe Drinking Water Act (SDWA): Public Law 93-523 The Safe Drinking Water Act; also known as Public Health Code Regulation 19-13-B102 "Standards for Quality of Drinking Water" under the Connecticut State Department of Health (effective on June 1, 1977).

Sanitary Sewer: a sewer line that exclusively carries sanitary sewage.

Screenings: coarse, floating materials (rags, small tree limbs, etc.) that enter the District's water pollution control facilities through the combined sewerage collection system and require removal from the wastewater treatment process through the use of screening devices.

Septage: domestic waste emanating from septic tanks.

Service(s): term used to describe the section of a water line that connects a water main to the private water line serving a home or business.

Glossary

Sewer Lateral: section of sewer line that connects a sewer main to a house connection.

Sewer User Charge: charges levied against certain categories (high flow, high strength and tax exempt users) of customers to recover the cost of operating and maintaining the MDC's sewer system.

Sludge: solid end product of the sewage treatment process.

South Meadows Service Center: 60 Murphy Road, Hartford, facility opened in 1998, at which the District's Utility Services personnel are stationed.

Standby & Premium Pay: compensation paid employees assigned to on-call status and for those employees assigned to shift operations.

Storm Sewer: a sewer line that exclusively carries storm water.

Sub-Activity: unit within an activity.

Surplus: excess prior year funds available to support the new year budget.

Tax on Member Municipalities: annual tax levied on member towns to support the cost of sewer system operations; the District's primary source of sewer revenue.

Temporary Help: a category of payroll to provide salaries for non-permanent employees, usually summer help.

The Metropolitan District: municipal corporation (established by Special Act 511 of the 1929 session of the Connecticut General Assembly) responsible for regional potable water and sanitary sewerage systems in its member towns.

Transfer Station: a facility where "local" solid waste is delivered and temporarily stored prior to final delivery to the Mid-Connecticut Project's regional waste-to-energy facility in the South Meadows section of Hartford.

Treated Water: potable water filtered and chemically treated water at the District's water treatment facilities.

Treatment, Primary: first step in the wastewater treatment process; involves physical removal/settling of "floatables" from waste stream.

Treatment, Secondary: biological process by which dissolved organic matter and suspended solids are removed from the waste stream at the District's water pollution control facilities.

Turnover: position vacancies attributable to retirements, promotions, termination and/or resignations.

Glossary

Vehicle Maintenance Facility (VMF): centralized facility at which the District's rolling stock and heavy equipment are maintained; located at 50 Murphy Road, Hartford.

Waste Processing: process of turning municipal solid waste into a usable fuel for the production of electricity.

Water Bureau: bureau of Board responsible for policy-making related to the potable water operations of the District.

Water Pollution Control (WPC): term used to describe wastewater treatment and related operations by which the District's sewage effluent is made safe for discharge to the Connecticut River.

Water Utility Coordinating Committee (WUCC): committee comprised of representatives from public and private water purveyors, regional planning agencies and state agencies with regulatory authority regarding potable water issues whose responsibility it is to develop a long-term water supply plan for a DPH-designated region.

Working Funds: surplus funds available to support the potable water "side" of the budget.

Workload Criteria: anticipated level of work to be accomplished during the budget year, upon which staffing is based.

Work Year: 2,080 hours for a 40 hour work week; 1,950 hours per 37.5 hour work week.

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CAPITAL IMPROVEMENT PROGRAM

**SECTION
G**

2020 Capital Improvement Program

Summary

Overview

The Capital Improvement Program (CIP) budget is based upon the MDC's comprehensive asset management program for wastewater, water and combined programs. The objective of the program is to ensure the continued safety and efficiency of the District's water mains, sewers, pumping stations, treatment facilities buildings, and equipment. Asset management programs have been developed to maximize the effectiveness and useful life of our facilities.

The MDC will pursue funding for eligible projects under the State of Connecticut Department of Public Health's Drinking Water State Revolving Fund (water projects), State of Connecticut Department of Energy and Environmental Protection's Clean Water Fund (wastewater projects), and other State and/or Federal funding programs. Actual funding of projects is a condition of priority ranking and fund availability. Participation in such funding agreements is subject to the approval of the Metropolitan District.

Major Capital Improvement Components

Wastewater

The primary projects included in this budget are improvements and modernization to MDC's wastewater infrastructure and water pollution control facilities. The following are some of next year's major expenditures.

General Purpose Sewer	\$ 5,000,000
Various Sewer Pipe Replacement/Rehabilitation – District wide	\$ 6,000,000
WPCF Infrastructure Rehabilitation, Upgrades & Replacements	\$15,900,000

Water

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

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

2020 Capital Improvement Program

Summary

Five-Year Capital Improvement Program

The District has undertaken a comprehensive asset management program which involves a systematic replacement of water and sewer infrastructure in a proactive manner whereby the District will continue to maintain and improve its assets to ensure the safe and efficient operation of service.

In addition, it is anticipated that the District will continue to complete projects associated with the Clean Water Project during 2020. The District has recently submitted an Integrated Plan to CT DEEP as part of its Consent Order required CSO Long Term Control Plan Update. Consistent with an Integrated Plan, the submission included certain of the projects proposed to be approved in this Capital Improvement Program. In the absence of approval, the District proposes to carry these necessary projects forward in this Capital Improvement Program and will delete them from the Long Term Control Plan.

2020 Capital Improvement Program

Summary

Wastewater	2020	2021	2022	2023	2024
Water Pollution Control Facilities Infrastructure Rehabilitation, Upgrades and Replacements	\$ 15,900,000	\$ 8,000,000	\$ 18,500,000	\$ 7,000,000	\$ 7,000,000
General Purpose Sewer	5,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Wastewater Pump Stations and Equipment	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000
Levee Protection System, East Hartford and Hartford	2,200,000	-	-	-	-
Paving Program & Restoration	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Sewer Rehabilitation Program	3,400,000	3,400,000	4,000,000	4,000,000	4,000,000
Various Sewer Pipe Replacement/Rehabilitations	6,000,000	6,000,000	6,180,000	6,365,000	6,556,000
Hartford Large Diameter Sewer Rehabilitation – Phase I	14,600,000	-	-	-	-
Large Diameter Sewer Rehab Program	-	22,800,000	11,800,000	13,000,000	13,000,000
Assessable Sewer Program	-	-	-	100,000	-
Dividend Brook Drainage Area - Phase 1	-	-	5,200,000	-	-
Dividend Brook Drainage Area - Phase 2	-	-	-	5,000,000	-
Dividend Brook Drainage Area - Phase 3	-	-	-	7,500,000	-
Private Property Inflow Disconnect Program	-	100,000	-	-	-
Backwater Valve Program	-	-	-	100,000	-
Mountain Farms Area Sewer Main Extension, West Hartford	-	10,500,000	-	-	-
East Hartford BNR Phase 3B	-	10,400,000	-	-	-
East Hartford WPCF Plant Infrastructure Renewal and Replacements	-	-	-	3,750,000	-
Hartford WPCF Centrifuge Replacement and Overhead Crane	-	4,000,000	-	-	-
Total Wastewater	\$ 51,600,000	\$ 72,200,000	\$ 52,680,000	\$ 53,815,000	\$ 36,556,000

2020 Capital Improvement Program

Summary

Water	2020	2021	2022	2023	2024
Water Pump Stations and Equipment and Water Tank and Basin Rehab, Repair & Improvements	\$ 800,000	\$ 2,000,000	\$ 600,000	\$ 4,000,000	\$ 600,000
Paving Program & Restoration	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
General Purpose Water Program	1,000,000	2,000,000	1,500,000	1,500,000	2,000,000
Long Hill Road Connector, East Hartford & South Windsor	4,000,000	-	-	-	-
Webster Hill Area WM, West Hartford	10,400,000	-	-	-	-
Water Main Replacements - Wethersfield and Hartford	12,500,000	-	-	-	-
District-wide Water Main Replacement Program	9,000,000	9,000,000	15,000,000	20,000,000	20,000,000
Levee Protection - Water	-	500,000	-	800,000	-
Assessable Water Program	-	3,500,000	-	1,000,000	1,000,000
Water Treatment Facility Infrastructure Upgrades	-	3,000,000	2,000,000	2,000,000	5,000,000
Water Supply Improvements - Facilities & Dams	-	1,500,000	2,000,000	2,000,000	4,000,000
Radio Frequency Automated Meter Reading Program	-	2,000,000	-	3,000,000	-
WH Filters WTP 6 MG Basin Rehabilitation	-	4,000,000	-	-	-
New Park Avenue Water Main Replacement	-	3,500,000	-	-	-
Wickham Hill Area, EH Water Main Replacement	-	4,000,000	-	-	-
Sisson Avenue Area, Hfd Water Main Replacement	-	-	10,000,000	-	-
Farmington Avenue, WH Center Water Main Replacement	-	4,000,000	-	-	-
Total Water	\$ 40,700,000	\$ 42,000,000	\$ 34,100,000	\$ 37,300,000	\$ 35,600,000

2020 Capital Improvement Program

Summary

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

2020 Capital Improvement Program

Debt Administration Policy

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

1. Capital appropriations not exceeding \$21,583,834, indexed for inflation, excluding those portions of an appropriation payable from Federal or State grants for any single item within the capital section of the budget.
2. Appropriations for any reason involving not more than \$25,000,000 in any one year for the purpose of meeting a public emergency threatening the lives, health or property of citizens of the District.
3. Construction of or leasing headquarters facilities.
4. Any public improvement all or a portion of which is to be paid for by assessments of benefits or from funds established to pay for waste or water facilities.

With the exception of the two \$800,000,000 appropriations, and bond authorizations for the District's Clean Water Project approved at referenda in November, 2006 and November, 2012, and a supplemental \$140,000,000 appropriation of grants, which are expected to be supported by general obligation bonds, revenue bonds, and clean water fund obligations payable from the Clean Water Project Charge (previously the Special Sewer Service Surcharge), the District has followed a policy of financing capital expenditures by issuing general obligation bonds secured by unlimited taxes levied proportionately upon the Member Municipalities comprising the District.

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

2020 Capital Improvement Program

Appropriation

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

Wastewater

Wastewater Treatment and Collection and Storm Water Collection

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

Wastewater Collection

Wastewater Pump Stations and Equipment	1,500,000
Paving Program and Restoration	3,000,000
Sewer Rehabilitation Program	3,400,000
Various Sewer Pipe Replacement/Rehabilitations	6,000,000
Hartford Sewershed Large Diameter Sewer Rehabilitation – Phase I	14,600,000

Wastewater Treatment

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

Water Supply, Treatment, Transmission and Distribution

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

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

Total Water	\$ 40,700,000
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Combined

Facilities/Staffing

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

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

Sewer

The following is a list of the recommended wastewater system programs and projects to be funded through the MDC's 2020 Capital Improvement Program budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Wastewater

Wastewater Treatment and Collection and Storm Water Collection

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

Wastewater Collection

Wastewater Pump Stations and Equipment	1,500,000
Paving Program and Restoration	3,000,000
Sewer Rehabilitation Program	3,400,000
Various Sewer Pipe Replacement/Rehabilitations	6,000,000
Hartford Sewershed Large Diameter Sewer Rehabilitation – Phase I	14,600,000

Wastewater Treatment

Water Pollution Control Facilities Infrastructure	
Rehabilitation, Upgrades and Replacements	15,900,000

Total Wastewater	\$ 51,600,000
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2020 Capital Improvement Program

Sewer

The projects that comprise the wastewater system programs are necessary to enhance, upgrade and rehabilitate the extensive sewer infrastructure throughout the District and to improve the efficiency and effectiveness of facility operations. The following positions are included in wastewater program:

Authorized Positions

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

2020 Capital Improvement Program

Sewer

Program – General Purpose Sewer Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$5,000,000	C1D12	2110

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$5,000,000 is hereby appropriated for the General Purpose Sewer Program including planning, design and construction of the replacement and/or rehabilitation of existing sewer mains, pump stations, siphons and any related collection system appurtenances at various locations District wide and for legal, administrative and other financing costs related thereto. Such Projects may also include electrical, mechanical, or renewable energy upgrades at District facilities. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Sewer

Program – Levee Protection System, East Hartford and Hartford

Amount
\$2,200,000

Project #
C-20001

Fund
2110

Description

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

Purpose

To provide for flood protection system sewer penetration improvements.

Future Appropriations

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

Bond Language

The sum of \$2,200,000 is hereby appropriated for the evaluation, design, repair or pipeline abandonment of penetrations through the levee protection systems in East Hartford and Hartford owned and operated by the District as required by the Army Corps of Engineers and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Sewer

Program – Wastewater Pump Station Upgrades and Equipment

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,500,000	C-20002	2110

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$1,500,000 is hereby appropriated for the design and/or construction of upgrades, replacements and improvements to the District's wastewater pump stations, including motors and pumps, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Sewer

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	C-99P20	2110

Description

Final pavement restoration of roads, sidewalks, driveways, parking lots and other areas as well as unpaved areas disturbed by MDC sewer projects. Also included are costs for disposal of unsuitable materials and usage of material from stock. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

To restore sites associated with various sewer installations and replacements.

Future Appropriations

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

Bond Language

The sum of \$3,000,000 is hereby appropriated for final pavement restoration of roads, sidewalks, driveways, parking lots and other areas as well as unpaved areas disturbed by MDC sewer projects, including material disposal and usage of materials from stock, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Sewer

Program –Sewer Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,400,000	C-20003	2110

Description

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

Purpose

The project is being undertaken in accordance with CMOM requirements.

Future Appropriations

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

Bond Language

The sum of \$3,400,000 is hereby appropriated for the conduct of sewer system investigations (using closed circuit TV inspection, sonar laser or other methods) to support the design and construction of rehabilitation and replacement of segments of the District's sewer infrastructure, including staffing, equipment, legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

<u>Title</u>	<u>Number</u>	<u>Funds Center</u>
Utility Maintainer Supervisor	1	C1H01
Utility Maintainer Crew Leader	2	
Utility Maintainer 2	5	
Utility Systems Monitoring Tech 1	<u>2</u>	
Total	10	

2020 Capital Improvement Program

Sewer

Program – Various Sewer Pipe Replacement/Rehabilitation Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$6,000,000	C-20004	2110

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$6,000,000 is hereby appropriated for the design and/or construction of sewer system upgrades, replacements and rehabilitation measures District-wide including emergency repairs as identified via on-going inspection and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Sewer

Program – Hartford Large Diameter Sewer Rehabilitation – Phase I

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$14,600,000	C-20012	2110

Description

Rehabilitation of large diameter sewers (combined and separated) located within the Hartford Water Pollution Control Facility sewershed as identified via on going inspection. District or outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$14,600,000 is hereby appropriated for the rehabilitation of large diameter sewers (combined and separated) located within the Hartford Water Pollution Control Facility sewershed as identified via on going inspection, legal, administrative and other financing costs related thereto. This project will reduce Combined Sewer Overflows in the Hartford WPCF collection system via inflow and infiltration reduction in large diameter Hartford sewers. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Sewer

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

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$15,900,000	C-20005	2110

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$15,900,000 is hereby appropriated for the design and construction of various infrastructure renewals and replacements at the District's four water pollution control facilities, including site wrap-up work at the Harford Water Pollution Control Facility and trickling filter and BNR upgrades at the Poquonock facility, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

The following is a list of the recommended water system programs and projects to be funded through the MDC's 2020 Capital Improvement Program budget. Each is considered to be a separate undertaking in accordance with Section 3-11 of the Charter of the Metropolitan District.

Water

Water Supply, Treatment, Transmission and Distribution

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

Paving Program and Restoration	3,000,000
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Long Hill Road Water Main, East Hartford and South Windsor	4,000,000
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Webster Hill Area Water Main Replacement, West Hartford	10,400,000
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Water Main Replacements, Hartford and Wethersfield	12,500,000
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District-wide Water Main Replacement Program	9,000,000
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Water Pump Stations and Equipment and Water Tank and Basin Rehabilitation, Repair and Improvements	800,000
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Total Water	\$ 40,700,000
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The projects that comprise the water system programs are necessary to extend, upgrade and maintain the extensive water infrastructure throughout the District and to enhance the efficiency and effectiveness of facility operations.

2020 Capital Improvement Program

Water

Program – General Purpose Water Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$1,000,000	C1C12	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 also include electrical, mechanical, and renewable energy upgrades in addition to facility upgrades and site work at water treatment facilities. District forces or outside forces may be utilized. District costs may include salary, benefits & overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$1,000,000 is hereby appropriated for the replacement and/or rehabilitation of aging water mains and related system-wide equipment/infrastructure improvements to the District's water supply, treatment and distribution systems and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

Program – Paving Program and Restoration

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$3,000,000	C-99P20	2120

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$3,000,000 is hereby appropriated for final pavement restoration of roads, sidewalks, driveways, parking lots and other areas disturbed by the MDC water projects, including disposal of unsuitable materials and usage of materials from stock, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

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

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$4,000,000	C-20007	2120

Description

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

Purpose

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

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

The sum of \$4,000,000 is hereby appropriated for construction of, inspection of, and associated work in connection with, new water mains along Long Hill Road and Chapel Road beginning at the East Hartford/South Windsor town line, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

Program – Webster Hill Area Water Main Replacement, West Hartford

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$10,400,000	C-20008	2120

Description

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

Purpose

To replace aging infrastructure in West Hartford

Future Appropriations

No additional appropriation requests are anticipated next year.

Bond Language

The sum of \$10,400,000 is hereby appropriated for construction, inspection and work associated with the replacement of existing water mains and service reconnections in the Webster Hill area of West Hartford including, but not limited to those on Crestwood Road, Rumford Street, Rockledge Drive, Greystone Road, Carleton Road, Webster Hill Boulevard, Bentwood Road and Ledgewood Road, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

Program –Water Main Replacements, Hartford and Wethersfield

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$12,500,000	C-20009	2120

Description

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

Purpose

To replace aging infrastructure in Hartford and Wethersfield

Future Appropriations

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

Bond Language

The sum of \$12,500,000 is hereby appropriated for construction, inspection and work associated with the replacement of existing water mains and service reconnections in Hartford and Wethersfield, including, but not limited to those in the Church Street and Nott Street area of Wethersfield and in the Saybrooke Street and Bonner street area of Hartford, and for legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

Program – District-wide Water Main Replacement Program

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$9,000,000	C-20010	2120

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$9,000,000 is hereby appropriated for the design, construction, inspection and associated work to replace water mains and water services throughout the District that have exceeded their useful lives and/or have experienced numerous breaks, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Water

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

Amount
\$800,000

Project #
C-20011

Fund
2120

Description

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

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$800,000 is hereby appropriated for the design and/or construction of upgrades, rehabilitation, replacements and improvements to the District's water pump stations including motors and pumps and water tanks and basin improvements to address mechanical, piping, process, electrical, instrumentation, water quality, equipment, security and control systems and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Combined

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

Combined

Facilities/Staffing

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

2020 Capital Improvement Program

Combined

The following positions are included in the combined capital program:

Authorized Positions

<u>Title</u>	<u>Number</u>
Asst. Mgr of Const & Inspection Services	1
Community Affairs Assistant	1
Construction Manager	8
Construction Services Supervisor	4
Design Manager	1
Durational Project Engineer	1
Engineering Technician 2	3
Engineering Technician 3	9
Manager of Construction & Inspection Services	1
Manager of Technical Services	1
Principal Constr. Engineer Tech 1	1
Project Engineer 1	2
Project Engineer 2	6
Project Managers	7
Senior Clerk	2
Senior Engineer Technician	1
Real Estate Administrator	1
Senior Project Manager	5
Survey Chief of Operation	1
Survey Chief of Party	<u>2</u>
Total	58

2020 Capital Improvement Program

Combined

Program – Fleet and Equipment Replacement and Upgrades

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,000,000	C-99F20	2130

Description

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

Purpose

To maintain the District's fleet and equipment.

Future Appropriations

Additional appropriation requests are anticipated over the next four years.

Bond Language

The sum of \$2,000,000 is hereby appropriated for the replacement of, and/or upgrades to, transportation and power operated equipment, including the replacement or upgrade of approximately 35 vehicles and individual pieces of equipment including pick-ups, dump trucks, utility vans and mowers, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Combined

Program – Facilities and Equipment Improvements

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$2,000,000	C-20013	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 envelopment, structural, architectural, mechanical, electrical, plumbing, fire protection, HVAC, security and site improvements, environmental abatement, and other relevant work. This project also includes equipment upgrades. District and outside forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$2,000,000 is hereby appropriated for the design and construction of a variety of improvements, including renewal and replacements at District administrative, operational, and maintenance facilities, which will address building envelopment, structural, architectural, mechanical, electrical, plumbing, fire protection, HVAC, security and site improvements, environmental abatement, and other relevant work, and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

2020 Capital Improvement Program

Combined

Program - Survey & Construction

<u>Amount</u>	<u>Funds Center</u>	<u>Fund</u>
\$4,500,000	C1H02	2130

Description

Staffing costs

Purpose

The Survey & Construction department holds responsibility for the survey and construction inspection of all water and sewer projects within the District's service area, including projects installed under District contract and developer permit agreements.

Future Appropriations

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

Bond Language

The sum of \$4,500,000 is hereby appropriated for the survey and construction inspection of all water and sewer projects within the District's service area, including projects installed under District contract and developer permit agreements and legal, administrative other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

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

2020 Capital Improvement Program

Combined

Program - Engineering Services

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

Description

Staffing costs

Purpose

The Engineering Services department holds responsibility for developing and designing the District's capital improvement projects. Projects include improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants.

Future Appropriations

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

Bond Language

The sum of \$4,000,000 is hereby appropriated for developing and designing 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 and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

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

2020 Capital Improvement Program

Combined

Program - Construction Services

Amount
\$2,000,000

Funds Center
C1H04

Fund
2130

Description

Staffing costs

Purpose

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

Future Appropriations

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

Bond Language

The sum of \$2,000,000 is hereby appropriated for the costs of the management of 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 and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

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

2020 Capital Improvement Program

Combined

Program - Technical Services

<u>Amount</u>	<u>Funds Center</u>	<u>Fund</u>
\$4,000,000	C1H05	2130

Description

Staffing costs

Purpose

The Technical Services department holds responsibility for providing technical support to all of the District's capital improvement projects and Clean Water Project including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants.

Future Appropriations

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

Bond Language

The sum of \$4,000,000 is hereby appropriated for technical support to all of the District's capital improvement projects including improvements to and expansion of the District's water distribution and sewer collection systems and related work on water and sewage treatment plants and legal, administrative and other financing costs related thereto. District forces may be utilized for this program. The District costs may include salary, benefits and overhead.

Authorized Positions

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

2020 Capital Improvement Program

Referendum 1

Program – Clean Water Project – Referendum 1

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$800,000,000	CW1.000000.00	2300

Description

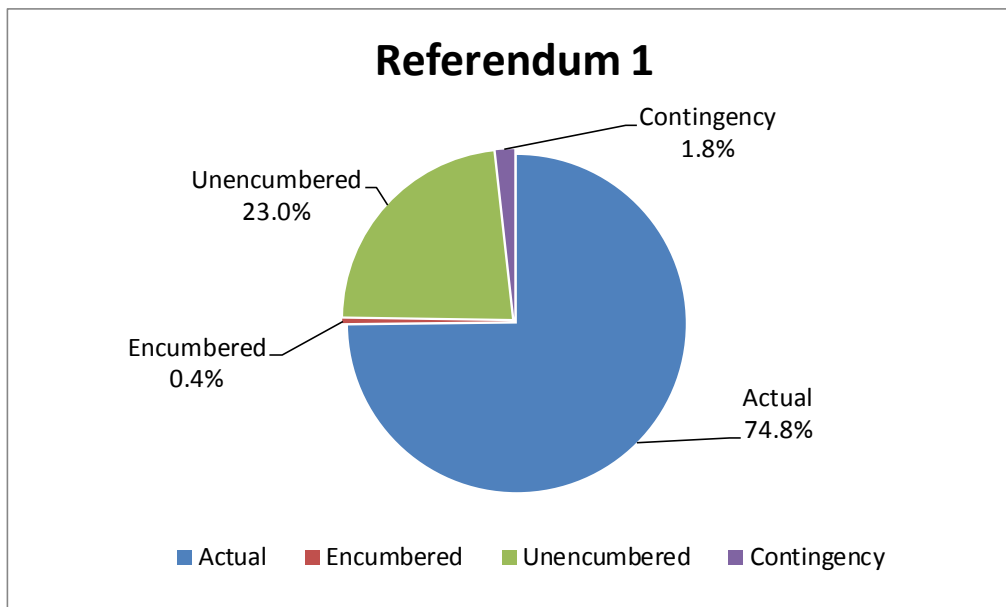
The 2006 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2006.

Purpose

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

Referendum 1

Actual	\$ 598,550,167.59
Encumbered	3,348,960.33
Unencumbered	184,057,059.89
Contingency	14,043,812.19
	<u><u>\$ 800,000,000.00</u></u>



2020 Capital Improvement Program

Referendum 1

Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
C-11006	CW1.WTFHAR.18 2011 Wet Weather Expenses	32,102,142.26	410,718.89	3,808.37	31,687,615.00
C-12001	CW1.SSONWT.07 2012 Cedar Newington	4,588,400.00	3,129,439.00	953,709.56	505,251.44
C-12010	CW1.SSORKH.07 2012 RH Interceptor	35,833,363.00	5,378,145.97	731,276.10	29,723,940.93
C-12011	CW1.SSOWHA.07 2012 WH SSES	1,537,500.00	974,589.78	439,007.72	123,902.50
C-13000	CW1.SSOGEN.13 - 2013 SSO Elimination	1,892,077.68	1,604,178.02	243,464.41	44,435.25
C-13001	CW1.SSSPAR.11 - 2013 Green Infrastructure	688,429.65	250,424.45	77,627.39	360,377.81
C-13018	CW1.WTFHAR.20 2013 WWEP #2012-20	90,197,246.25	2,255,554.72	380.97	87,941,310.56
C-15004	CW1.CONSBR.03 - 2015 Kane Brook Dsn	1,800,000.00	751,191.37	806,661.17	242,147.46
C-15037	CW1.TUNSTH.00 2015 South CSO Convey Tunnel	38,053,391.03	4,532,287.45	93,024.64	33,428,078.94
		\$ 206,692,549.87	\$ 19,286,529.65	\$ 3,348,960.33	\$ 184,057,059.89
CW1.000000. Referendum 1 Contingency		14,043,812.19			
Completed Projects		579,263,637.94			
Referendum 1		\$ 800,000,000.00			

2020 Capital Improvement Program

Referendum 1

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.CONHOM.00	CLSD-2007 Homestead	\$ 31,044,294.80	\$ 31,044,294.80	\$ -	\$ -
CW1.CONSB.00	CLSD-South Branch	450,579.73	450,579.73	-	-
CW1.FSSFAR.04	CLSD-Farmington #4	658,004.15	658,004.15	-	-
CW1.FSSFAR.06	CLSD-Fmgtion Proj #6	8,191,515.15	8,191,515.15	-	-
CW1.FSSFAR.1A	CLSD-Farm Ave 1A	146,013.41	146,013.41	-	-
CW1.FSSFAR.71	CLSD-Farmington #7.1	2,561,258.59	2,561,258.59	-	-
CW1.FSSFAR.72	CLSD-Farmington #7.2	3,411,661.60	3,411,661.60	-	-
CW1.FSSFAR.PD	CLSD-Farmington Ave	640,900.68	640,900.68	-	-
CW1.MGMGEO.30	CLSD-Geotechnical Se	2,066,949.91	2,066,949.91	-	-
CW1.MGMPMC.07	Clisd2007 CWP PMC	788,016.54	788,016.54	-	-
CW1.MGMPMC.08	Clisd08 CWP PMC	3,981,562.16	3,981,562.16	-	-
CW1.MGMPMC.09	CLSD-2009 CWP PMC	4,539,195.90	4,539,195.90	-	-
CW1.MGMPMC.10	CLSD-2010 CWP PMC	5,414,789.79	5,414,789.79	-	-
CW1.MGMPMC.11	CLSD-2011 CWP PMC	8,157,922.51	8,157,922.51	-	-
CW1.MGMPMC.12	CLSD-2012 CWP PMC	6,719,698.60	6,719,698.60	-	-
CW1.MGMPMC.15	CLSD-15CWP PMC / CDM	6,125,657.96	6,125,657.96	-	-
CW1.MGMPMU.07	CLSD-2007 CWP PMU	3,255,730.36	3,255,730.36	-	-
CW1.MGMPMU.08	CLSD-2008 CWP PMU	3,403,759.44	3,403,759.44	-	-
CW1.MGMPMU.09	CLSD-2009 CWP PMU	5,874,757.78	5,874,757.78	-	-
CW1.MGMPMU.10	CLSD-2010 CWP PMU	10,922,243.51	10,922,243.51	-	-
CW1.MGMPMU.11	CLSD-2011 CWP PMU	11,589,004.93	11,589,004.93	-	-
CW1.MGMPMU.12	CLSD-2012 CWP PMU	6,894,906.59	6,894,906.59	-	-
CW1.MGMPMU.13	CLSD-2013 CWP PMU	6,838,160.08	6,838,160.08	-	-
CW1.MGMPMU.14	CLSD-2014 CWP PMU	242,347.52	242,347.52	-	-
CW1.NSSGRA.01	CLSD-Granby Str	350,653.54	350,653.54	-	-
CW1.NSSGRA.02	CLSD-Granby 2&5 (Cor	32,548,599.93	32,548,599.93	-	-
CW1.NSSGRA.03	CLSD-Granby #3	759,152.57	759,152.57	-	-
CW1.NSSTOW.01	CLSD-2007 Tower Ave	7,863,944.77	7,863,944.77	-	-
CW1.NSSTOW.02	CLSD-Tower Avenue Ar	12,682,280.63	12,682,280.63	-	-
CW1.NSSTOW.1A	CLSD-2011 Tower Ave	4,427,275.10	4,427,275.10	-	-
CW1.NSSTOW.FD	CLSD-Tower Ave #1Des	157,819.00	157,819.00	-	-
CW1.NSSTOW.PD	CLSD-Tower Ave Sep	106,658.86	106,658.86	-	-
CW1.NSSUAL.01	2007 CWP Albany Ave	23,128,719.41	23,128,719.41	-	-
CW1.NSSUAL.02	CLSD-Upper Albany #2	1,189,367.10	1,189,367.10	-	-
CW1.NSSUAL.03	CLSD-Upper Albany #3	777,979.08	777,979.08	-	-
CW1.NSSUAL.07	CLSD-Route 44 Storm	898,400.75	898,400.75	-	-
CW1.NSSUAL.08	CLSD-Garden St	6,893,628.16	6,893,628.16	-	-
CW1.NSSUAL.E3	CLSD-Burton St. Sew	8,605,787.57	8,605,787.57	-	-
CW1.NSSUAL.E5	CLSD-Albany Edgewood	3,494,428.99	3,494,428.99	-	-
CW1.NSSUAL.PD	CLSD-Upper Albany	680,471.26	680,471.26	-	-
CW1.SSOGEN.07	CLSD-2007 CW SSO	13,583,866.10	13,583,866.10	-	-
CW1.SSOGEN.08	CLSD-2008 C W SO	7,690,639.29	7,690,639.29	-	-
CW1.SSOGEN.11	CLSD-SSO Pilot Study	3,333,591.26	3,333,591.26	-	-
CW1.SSONWT.01	CLSD-2012 SSO-Nwgtion	3,409,832.12	3,409,832.12	-	-
CW1.SSONWT.02	CLSD-2012 Newinton	6,080,408.08	6,080,408.08	-	-
CW1.SSONWT.06	CLSD-2012 Ntn Church	4,226,592.60	4,226,592.60	-	-
CW1.SSOWHA.01	CLSD-2012 WHartford	1,577,096.29	1,577,096.29	-	-
CW1.SSOWHA.02	CLSD-2012 SSO Pilot	2,047,087.39	2,047,087.39	-	-
CW1.SSOWHA.04	CLSD-2012 Four Mile	2,689,904.58	2,689,904.58	-	-
CW1.SSOWHA.06	CLSD-2014 Greenhurst	131,925.19	131,925.19	-	-
CW1.SSOWND.01	CLSD-2012 SSO-Wdsr	2,669,498.47	2,669,498.47	-	-
CW1.SSOWND.03	2015 NM-1 Gate Struc	224,714.01	224,714.01	-	-
CW1.SSOWTH.01	CLSD-2011 SSO-Wtflid	4,204,575.71	4,204,575.71	-	-
CW1.SSOWTH.02	2012 RH/Weth. SSES	8,118,002.04	8,118,002.04	-	-
CW1.SSOWTH.03	CLSD-2012 SSO Pilot	2,286,152.78	2,286,152.78	-	-
CW1.SSOWTH.07	CLSD-2012 SSO Exe Sq	125,813.20	125,813.20	-	-

2020 Capital Improvement Program

Referendum 1

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW1.SSOWTH.08	CLSD- 12 FOLLY BROOK	1,282,440.20	1,282,440.20	-	-
CW1.SSOWTH.10	2014 SSES Rocky Hill	9,469,907.54	9,469,907.54	-	-
CW1.SSSFRA.01	CLSD-Franklin #1- B	1,496,150.82	1,496,150.82	-	-
CW1.SSSFRA.02	CLSD-FranklinAve #7	75,512.19	75,512.19	-	-
CW1.SSSFRA.04	CLSD-Franklin #4- D	2,134,263.04	2,134,263.04	-	-
CW1.SSSFRA.11	CLSD-Franklin11-Pk A	319,978.07	319,978.07	-	-
CW1.SSSFRA.12	CLSD-Franklin #12-D	1,556,006.57	1,556,006.57	-	-
CW1.SSSFRA.13	Franklin Proj #13-B	39,696,418.85	39,696,418.85	-	-
CW1.SSSFRA.15	Airport Rd PS F.M.	5,044,260.37	5,044,260.37	-	-
CW1.SSSFRA.16	CLSD- Building Dis 1	543,137.15	543,137.15	-	-
CW1.SSSFRA.17	CLSD-Building Dis 2	400,481.70	400,481.70	-	-
CW1.SSSFRA.18	CLSD-Building Dis 3	316,932.80	316,932.80	-	-
CW1.SSSFRA.1A	CLSD-Franklin Ave- D	804,840.39	804,840.39	-	-
CW1.SSSFRA.4D	Franklin Proj #5-D	31,622,890.67	31,622,890.67	-	-
CW1.SSSFRA.PD	CLSD-Franklin Ave PD	2,032,185.44	2,032,185.44	-	-
CW1.SSSPAR.01	CLSD-Park River #1	580,483.36	580,483.36	-	-
CW1.SSSPAR.03	CLSD-Park River #3	904,041.42	904,041.42	-	-
CW1.SSSPAR.06	CLSD-Green Capital	983,689.36	983,689.36	-	-
CW1.SSSPAR.07	CLSD-Retreat Avenue	9,331,401.93	9,331,401.93	-	-
CW1.SSSPAR.PD	CLSD-Park River Sep	683,914.79	683,914.79	-	-
CW1.WTFHAR.01	CLSD-HWPCF Master	9,736,407.51	9,736,407.51	-	-
CW1.WTFHAR.08	CLSD-Incin #3 Rehab	43,055,158.32	43,055,158.32	-	-
CW1.WTFHAR.10	CLSD-HWPCF SCADA	854,591.82	854,591.82	-	-
CW1.WTFHAR.11	CLSD-UV Disinfection	19,105,159.61	19,105,159.61	-	-
CW1.WTFHAR.12	CLSD-Compost Bldg	1,112,844.65	1,112,844.65	-	-
CW1.WTFHAR.13	CLSD-Aeration Settle	39,458,279.26	39,458,279.26	-	-
CW1.WTFHAR.14	ASH HAND & MERCURY	14,117,939.49	14,117,939.49	-	-
CW1.WTFHAR.16	CLSD-BNR Phase II	35,419,750.97	35,419,750.97	-	-
CW1.WTFHAR.17	CLSD-2011 Solids Hlg	779,406.04	779,406.04	-	-
CW1.WTFHAR.E1	Clsd07 CWP HWPCF PHI	5,200,006.71	5,200,006.71	-	-
CW1.WTFRKH.03	CLSD-Rocky Hill	261,359.38	261,359.38	-	-
		\$ 579,263,637.94	\$ 579,263,637.94	\$ -	\$ -

2020 Capital Improvement Program

Referendum 2

Program – Clean Water Project – Referendum 2

<u>Amount</u>	<u>Project #</u>	<u>Fund</u>
\$940,000,000	CW2.000000.00	2400

Description

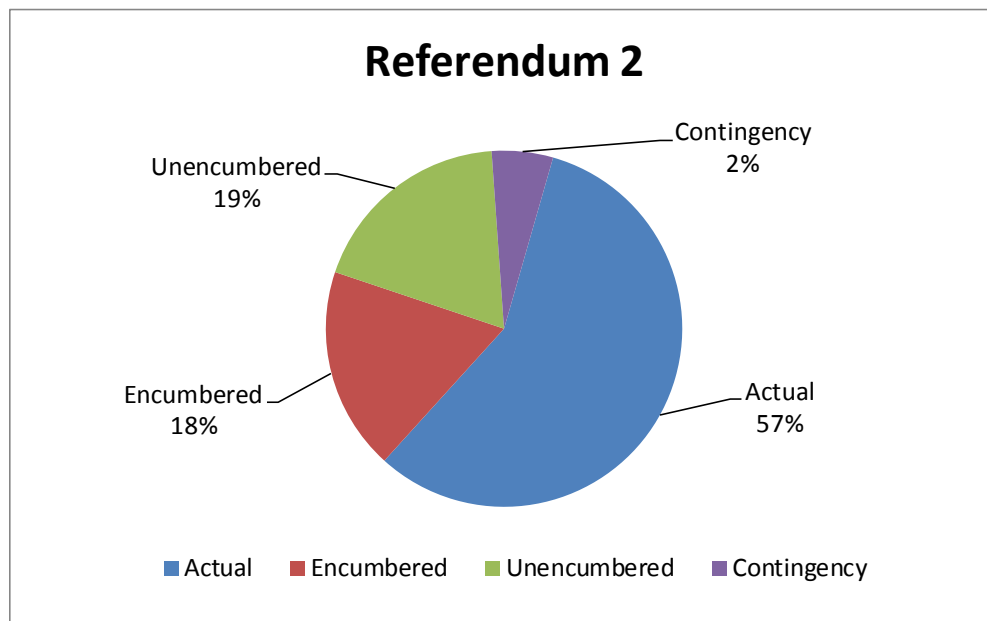
The 2012 Clean Water Project Referendum Fund accounts for financial resources to be used for the first phase of the Clean Water Project, which was authorized on November 6, 2012.

Purpose

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

Referendum 2

Actual	\$ 538,357,825.52
Encumbered	173,289,081.73
Unencumbered	176,109,155.11
Contingency	52,243,937.64
	<u>\$ 940,000,000.00</u>



2020 Capital Improvement Program

Referendum 2

Ongoing Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
C-13013	CW2.WTFRKH.04 - 2013 RHWPCF Cap & Up	59,331,356.00	57,608,977.66	611,432.35	1,110,945.99
C-14000	CW2.WTFHAR.21 2014 WWEP #2012-21	182,440,980.00	179,240,497.16	3,184,717.03	15,765.81
C-15007	CW2.CSOGEN.17 2015 Large Diameter Clean	5,406,214.50	5,146,489.08	197,858.04	61,867.38
C-15027	CW2.CONFAR.02 2015 NNBI Rel./Oxfor	2,500,000.00	820,173.46	1,380,073.56	299,752.98
C-15033	CW2.TUNSTH.04 2015 SHCST	62,460,000.00	-	36,000,000.00	26,460,000.00
C-15034	CW2.TUNSTH.05 2015 SHCST	47,580,000.00	50,875.27	27,541,000.00	19,988,124.73
C-15035	CW2.TUNSTH.02 2015 SHCST Construction	336,495,845.00	208,152,293.93	102,494,214.42	25,849,336.65
C-15036	CW2.TUNSTH.03 2015 SHCST Pump Station	95,820,000.00	33,983.06	-	95,786,016.94
C-15038	CW2.SSOGEN.16 2015 CMOM Plan Updates	100,000.00	85,515.92	-	14,484.08
C-16010	CW2.WTFHAR.25 2016 Ash Lagoon Cl.	5,000,000.00	121,802.30	101,543.70	4,776,654.00
C-16011	CW2.SSSPAR.13 2016 BARTHOLOMEW AVENUE	1,600,000.00	67,990.99	1,532,009.01	-
C-16012	CW2.NSSGRA.04 2016 Bloomfield SSES	1,200,000.00	880,157.58	44,393.19	275,449.23
C-16013	CW2.WTFRKH.05 2016 RHWPCF Outfall	4,872,000.00	3,869,454.64	77,318.36	925,227.00
C-17003	CW2.CSOGRA.05 2017 North Branch PR	1,355,981.64	685,929.25	124,522.07	545,530.32
		\$ 806,162,377.14	\$ 456,764,140.30	\$ 173,289,081.73	\$ 176,109,155.11
CW2.000000.00 Referendum 2 Contingency		\$ 52,243,937.64			
Completed Projects		81,593,685.22			
Referendum 2		\$ 940,000,000.00			

Completed Projects

Project ID	Project Name	Current Budget	Actual	Encumbered	Remaining Budget
CW2.MGMCWP.13	2013 CWP Admin	\$ 505,030.18	\$ 505,030.18	\$ -	\$ -
CW2.MGMCWP.14	2014 CWP Admin.	10,955,011.23	10,955,011.23	-	-
CW2.MGMCWP.16	2016 CWP Admin	10,471,683.85	10,471,683.85	-	-
CW2.MGMCWP.17	2017 CWP Admin	9,441,000.00	9,441,000.00	-	-
CW2.MGMPMC.16	2016 CWP PMC/CD	3,830,829.76	3,830,829.76	-	-
CW2.SSSPAR.10	2014 PRICRIGrit	40,684.88	40,684.88	-	-
CW2.WTFHAR.24	2013 231 BRNRD	10,421,490.76	10,421,490.76	-	-
CW2.MGMPMC.13	2013 CWP PMC	7,895,855.33	7,895,855.33	-	-
CW2.CSOGEN.16	2016 LTCF Flow Metering	1,531,681.76	1,531,681.76	-	-
CW2.MGMCWP.15	2015 CWP Admin	11,269,060.17	11,269,060.17	-	-
CW2.MGMPMC.14	2014 CWP PMC / CDM SMITH	6,914,745.94	6,914,745.94	-	-
CW2.NSSUAL.09	2014 Gully Brook Conduit Connections	425,239.63	425,239.63	-	-
CW2.SSOWHA.06	2015 Greenhurst Rd Area Sanitary Swr Imp	5,285,027.58	5,285,027.58	-	-
CW2.TUNSTH.01	2015 SHCST Utility Relocation	2,606,344.15	2,606,344.15	-	-
		\$ 81,593,685.22	\$ 81,593,685.22	\$ -	\$ -

2020 Capital Improvement Program

Supplemental

BOARD OF FINANCE CLOSEOUT OF WATER, SEWER AND COMBINED PROGRAMS

WATER CAPITAL PROJECT PROGRAMS

To: District Board

October 7, 2019

From: Board of Finance

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

2020 Capital Improvement Program

Supplemental

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

2020 Capital Improvement Program

Supplemental

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

After reviewing the information contained herein

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

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully Submitted,

Scott W. Jellison, CEO

2020 Capital Improvement Program

Supplemental

SEWER CAPITAL PROJECT PROGRAMS

To: District Board

October 7, 2019

From: Board of Finance

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

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

2020 Capital Improvement Program

Supplemental

After reviewing the information contained herein

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

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully Submitted,

Scott W. Jellison, CEO

2020 Capital Improvement Program

Supplemental

COMBINED CAPITAL PROJECT PROGRAMS

To: District Board

October 7, 2019

From: Board of Finance

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

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

After reviewing the information contained herein

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

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully Submitted,

Scott W. Jellison, CEO

2020 Capital Improvement Program

Supplemental

CLEAN WATER PROJECT PROGRAMS

To: District Board

October 7, 2019

From: Board of Finance

The District has undertaken the task of updating its Clean Water Fund Program records. The task includes the identification of projects which have been completed, cancelled, or had a change of scope. Based upon the review, District staff now recommends that the following projects be closed.

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

After reviewing the information contained herein

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

Voted: That the Board of Finance recommends to the District Board passage of the following resolution:

Resolved: That the District Board approves appropriation closeouts for the projects listed above.

Respectfully Submitted,

Scott W. Jellison, CEO