

2025 Proposed Annual Budget



The Metropolitan District
Hartford, CT

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Operating Budget Summary

Operating Budget Summary

Revenue & Expenditure

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

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

Operating Budget Summary

Revenue & Expenditure - Water

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

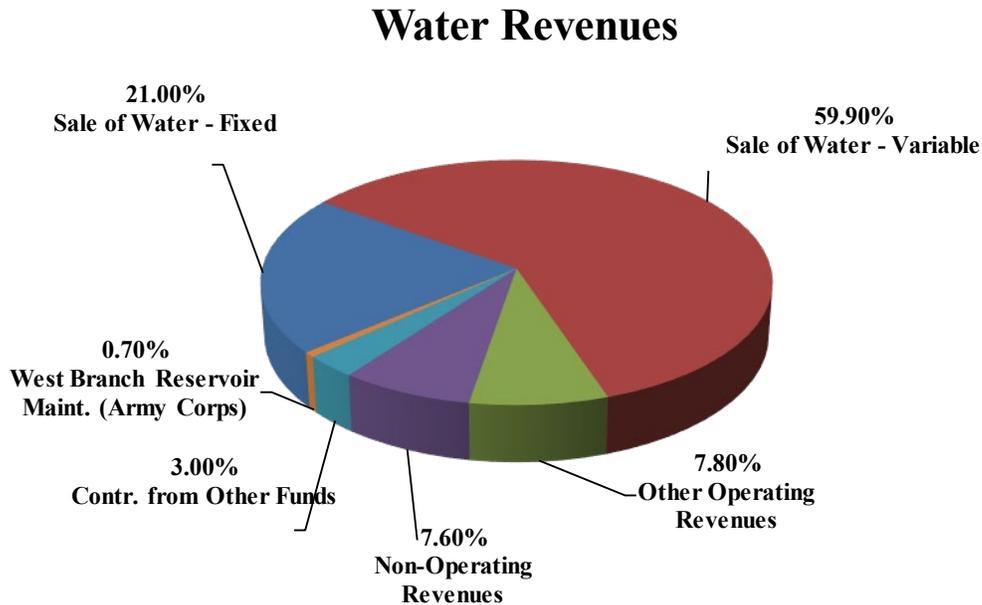
	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
Sale of Water	\$91,459,085	\$91,388,900	\$96,863,796	\$5,474,896	
Other Operating Revenues	8,871,900	9,278,912	9,394,182	115,270	
Subtotal Operating Revenue	100,330,985	100,667,812	106,257,978	5,590,166	5.6%
Non-Operating Revenues	2,364,497	8,242,422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

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

Operating Budget Summary

Revenue & Expenditure - Water

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



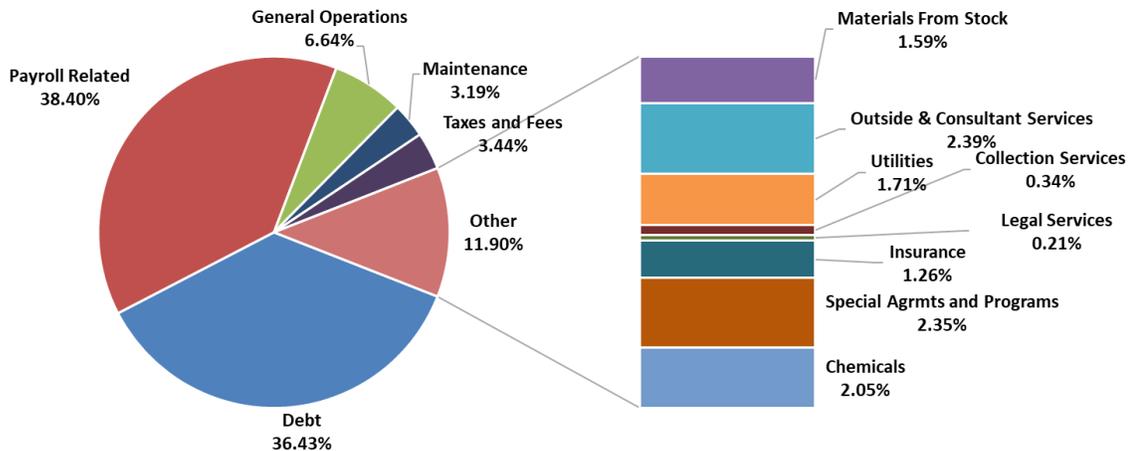
Water: Increase of \$8,871,794 or 8.0% above the prior year's appropriation.

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

Operating Budget Summary

Revenue & Expenditure - Water

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



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

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

Operating Budget Summary

Revenue & Expenditure - Sewer

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

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

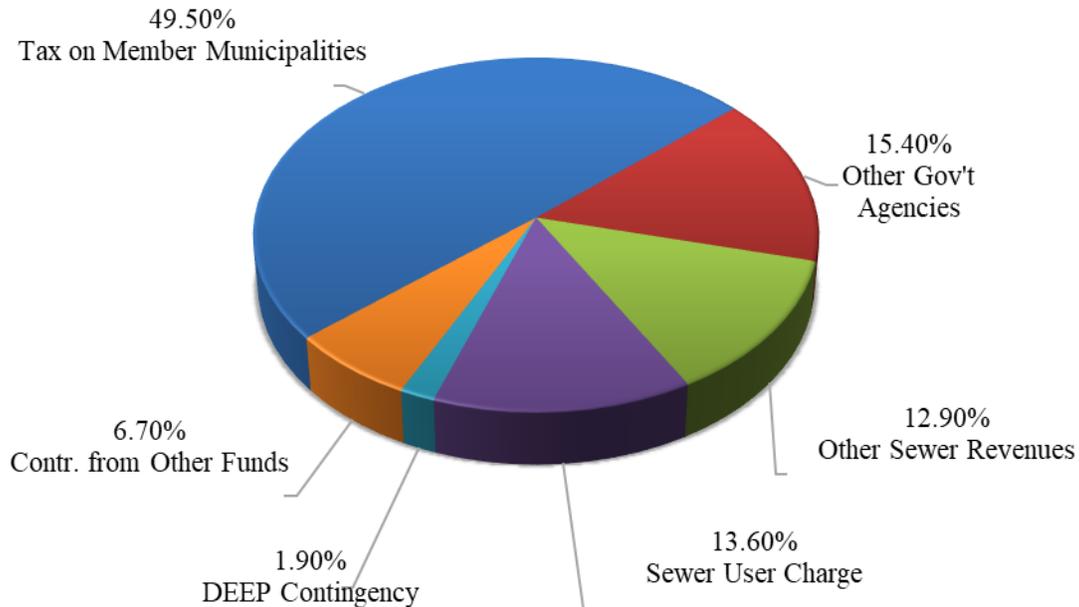
Expenses (by major object)	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
Payroll Related	\$32,145,015	\$32,926,957	\$35,110,302	\$2,183,344	6.6%
Utilities	9,747,015	8,243,509	9,168,307	924,798	11.2%
General Operations	5,512,210	5,502,064	6,019,132	517,067	9.4%
Materials From Stock	1,362,030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

Operating Budget Summary

Revenue & Expenditure - Sewer

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

Sewer Revenues



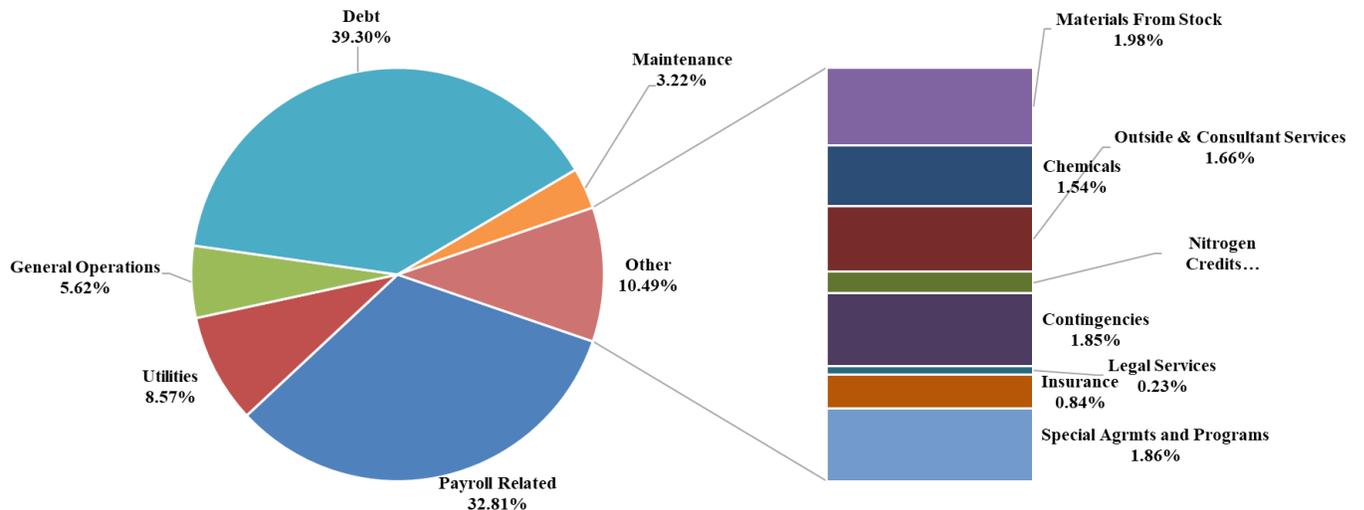
Sewer: Increase of \$4,356,998 or 4.2% above the prior year's appropriation.

- **Tax on Member Municipalities:** Is unchanged from the prior year's appropriation. Each member municipality pays a proportionate share of the tax based on the total revenue from property taxation, as averaged over the prior three years.
- **Other Government Agencies:** An increase of \$4,061,350 or 32.7% is a result of increased activity in *Sludge Services* and *Liquid Waste Discharge*.
- **Other Sewer Revenues:** An overall increase of \$532,673 or 4.0% is primarily driven by the increase in *Interest Income – Investments*, *Sewer Customer Service Charge*, and *Rebates & Reimbursements*, offset by a decrease in *Developers - PY/Materal/Equipment*.
- **Sewer User Charges:** An increase of \$2,516,192 or 20.9% is primarily driven by *High Flow Users (Net of Reserves)* and *Bradley/E Granby* offset by a decrease in *Late Payment Charges*. The sewer user rate will remain unchanged at \$5.90 per CCF for 2025.
- **Contributions from Other Funds:** A decrease of \$2,753,217 or 27.9% is anticipated to support sewer operations.

Operating Budget Summary

Revenue & Expenditure - Sewer

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



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

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

Operating Budget Summary

Basis of Budgetary Accounting

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

Operating Budget Revenues

Operating Budget Revenues

Revenue Summary

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

Operating Budget Revenues

Description of Revenue Services

Water Utility

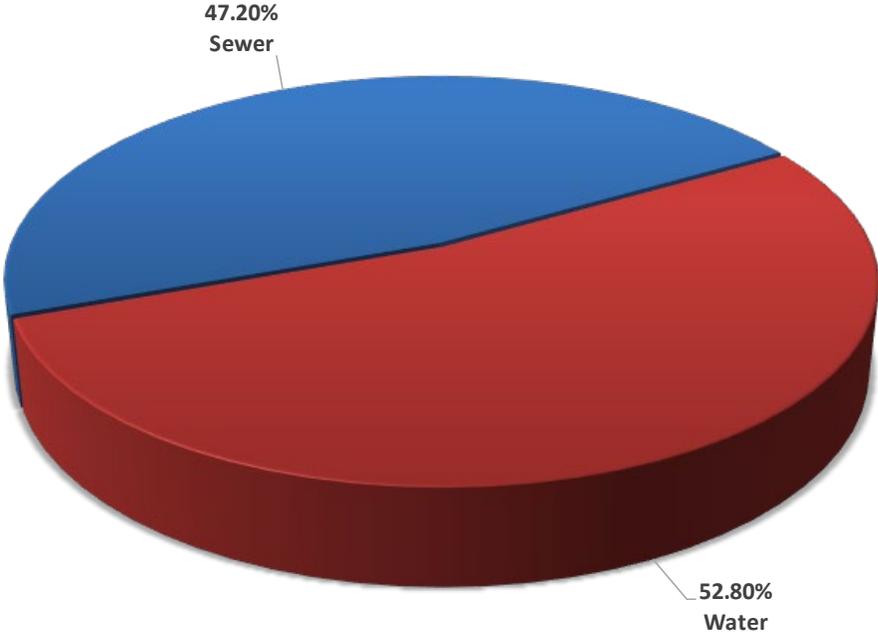
Water Revenues, Non-Operating Revenue and *Other Financing Sources* provide funds for a share of the general administration of the District and the operation and maintenance of the District's water supply, treatment, and distribution facilities and equipment. The primary source of water revenue is attributed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

Sewer

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

Operating Budget Revenues

Revenue Breakdown



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

Operating Budget Revenues

Revenue Appropriations

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

Water Utility Revenues

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

Operating Budget Revenues

Water Utility - Summary

Description

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

Budget Commentary

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

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

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

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

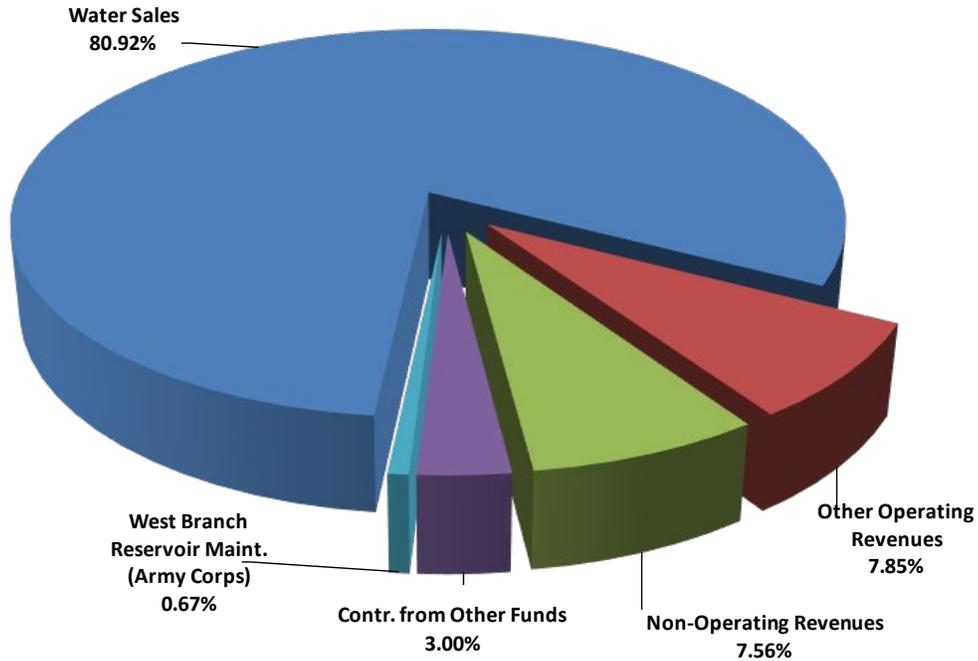
Operating Budget Revenues

Water Utility - Summary

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

Operating Budget Revenues

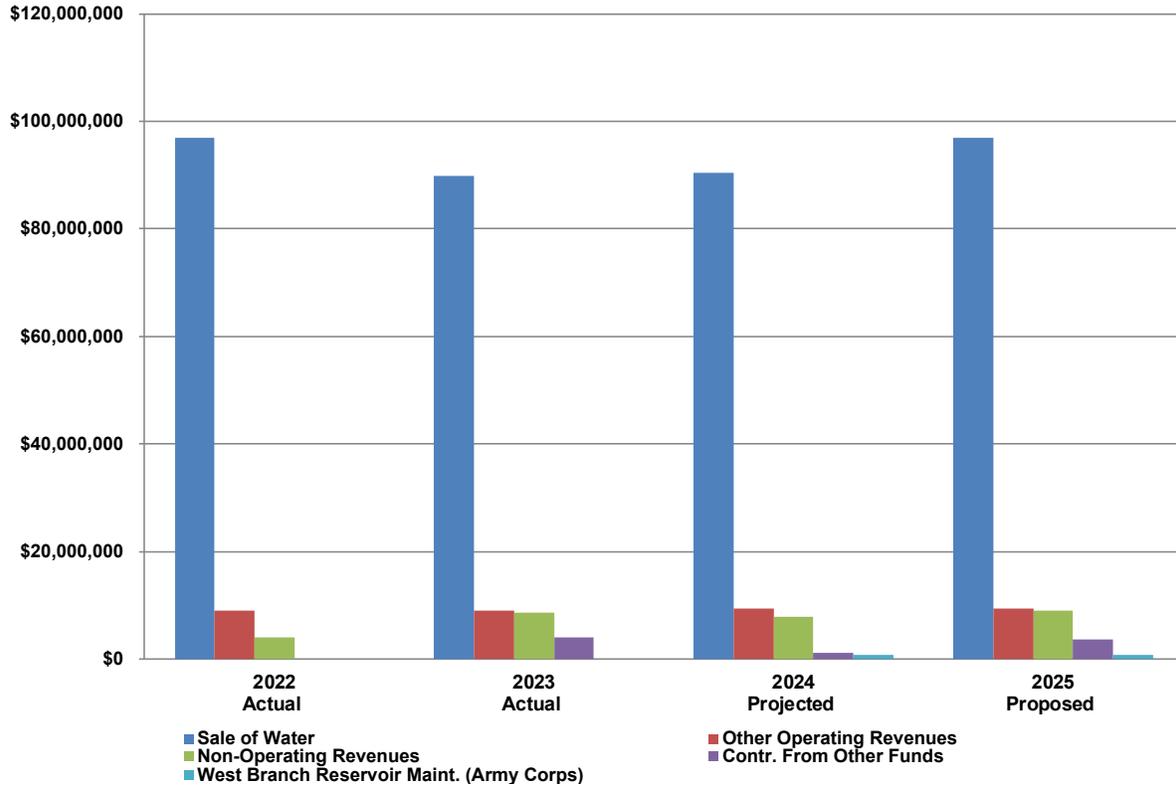
Water Utility - Sources of Revenue



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

Operating Budget Revenues

Water Utility - Revenue History



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

Operating Budget Revenues

Water Utility - Sale of Water & Other Operating Revenues

Source Description

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

Other Operating Revenues: consist of *Hydrant Maintenance* charges associated with privately and publicly-owned hydrants; *Fire Service* charges for connections to water mains supplying water for *Private Fire Protection*; *Penalties* on past due water bills; and *Cross-Connections/Backwater Fee* for minor or incidental services and materials provided by the District.

Budget Commentary

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

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

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

Operating Budget Revenues

Water Utility - Sale of Water & Other Operating Revenues

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

Commitment Items

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

Operating Budget Revenues

Water Utility - Non-Operating Revenues & Contributions

Source Description

Non-Operating Revenues are comprised of:

- *Investment Income*: funds earned on cash balances in the Water Utility Fund and the Water Bond Fund.
- *Bill Jobs*: revenues for payroll additives, material handling, and equipment costs associated with repairing District property damaged by others; also metered hydrant billings.
- *Department of Transportation*: reimbursement to the District for payroll additives, material handling, and equipment costs associated with repairing or relocating water system facilities on behalf of the State of Connecticut.
- *Developers – PY/Material/Equipment*: reimbursement to the District for payroll additives, material handling, and equipment costs associated with the repair or relocation of water system facilities on behalf of the State of Connecticut, local government agencies, and/or developers.
- *Fees: Water Tapping – Water Service* taps with meters
- *Rental Revenue*: revenue derived from renting space for cellular service antennae, including tax repayment from Tunxis Club in Tolland, MA.
- *Collection/Liens*: fees charged for the release of liens.
- *Recreational Sales*: fees charged for parking, boat rentals, and launching private boats at District recreational facilities.
- *Forestry Sales*: income from the bid sale of standing timber to logging companies.
- *Other Miscellaneous*: fees levied for private meter readings, “turn-on” services, materials associated with hydrants, Ford boxes, meter pits and service connections.
- *Sale of Material/Equipment*: income from the sale of scrap materials and obsolete equipment.
- *Main Pipe Assessments*: funds received from set rates for assessable projects high-pressure services, and distribution mains, (as established by the Water Bureau).
- *Contributions from Other Funds*: sound financial management practices call for maintaining a cash reserve sufficient to withstand a shortfall in revenues and/or increases in unanticipated expenditures. The District’s policy is to use a portion of these funds, if available, in support of operations while maintaining a prudent reserve.

Operating Budget Revenues

Water Utility - Non-Operating Revenues & Contributions

Budget Commentary

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

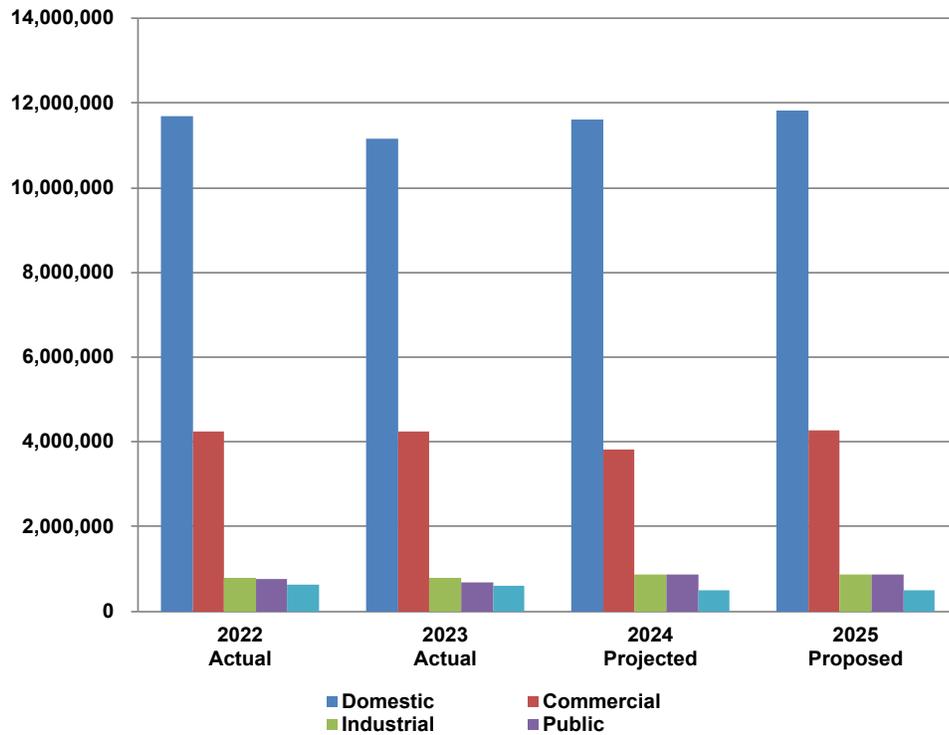
Non-Operating Revenues for 2025 are \$9,050,422, an increase of \$808,000 or 9.8% above the prior year's appropriation, primarily driven by higher *Miscellaneous Revenue* and *Sale of Material and Equipment*.

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

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

Operating Budget Revenues

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



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

* CCF = 100 cubic feet or approximately 748.1 gallons

Sewer Revenues

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

Operating Budget Revenues

Sewer - Summary

Description

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

Budget Commentary

The total Sewer revenues budget for 2025 is \$107,023,143, an increase of \$4,356,998 or 4.2% above last year's appropriation.

Total Operating Revenues consisting of *Tax on Member Municipalities*, *Revenue from Other Govt. Agencies*, *Other Sewer Revenues*, and *Sewer User Revenues* increased by \$7,110,215 or 7.8% above the prior year's appropriation.

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

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

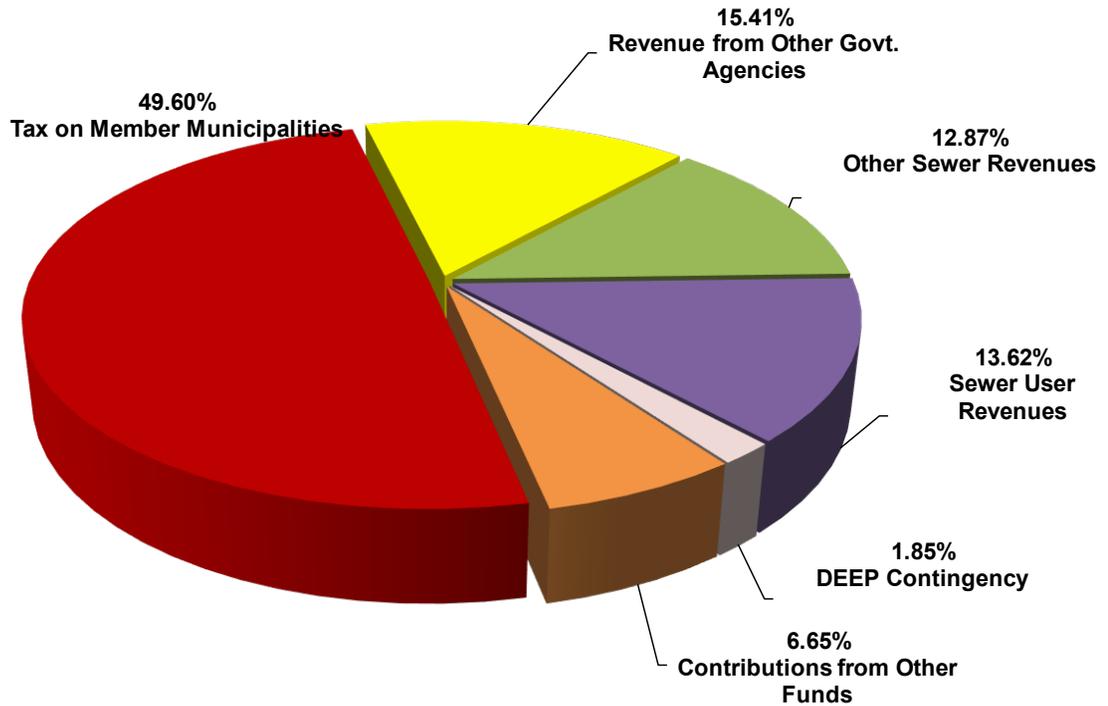
Operating Budget Revenues

Sewer - Summary

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

Operating Budget Revenues

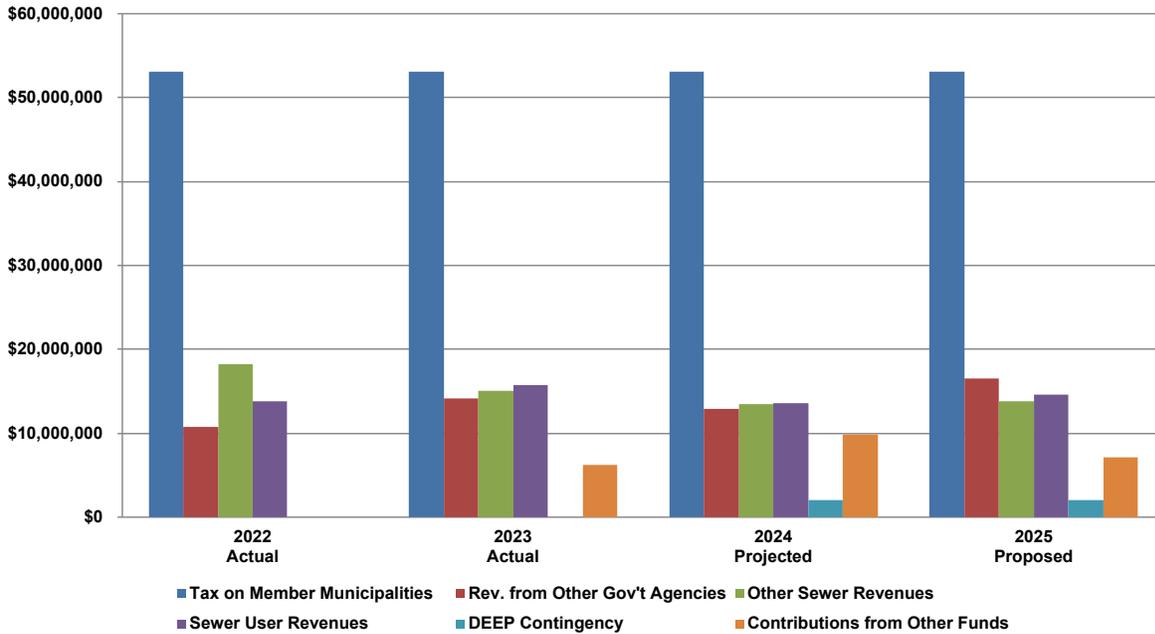
Sewer - Sources of Revenue



<u>Fund Source</u>	<u>Revenue</u>	<u>Percentage</u>
Tax on Member Municipalities	\$53,076,600	49.60%
Revenue from Other Govt. Agencies	16,492,350	15.41%
Other Sewer Revenues	13,774,350	12.87%
Sewer User Revenues	14,578,258	13.62%
DEEP Contingency	1,980,000	1.85%
Contributions from Other Funds	7,121,585	6.65%
Total Revenues:	\$107,023,143	100.00%

Operating Budget Revenues

Sewer - Revenue History



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

Operating Budget Revenues

Sewer - Tax on Member Municipalities

Source Description

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

To coincide with the fiscal year cycle (July 1 – June 30) adhered to by the member towns, the quarterly tax payments are unbalanced. The amount of the tax due in the first half of 2025 will be equivalent to 50% of the total 2024 tax levy. This amount (when paid) will be subtracted from the total 2025 tax levy; the balance is the amount due in the remaining portion of the year.

Budget Commentary

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

Description	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
Member Municipalities	\$53,076,600	\$53,076,600	\$53,076,600	-	0.0%

Operating Budget Revenues

Sewer - Tax on Member Municipalities

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

Tax % (3yr avg.)	2023	2024	2025
	Adopted	Adopted	Proposed
Hartford	26.23%	26.05%	26.03%
East Hartford	11.73%	11.64%	11.55%
Newington	9.00%	8.98%	9.03%
Wethersfield	8.04%	8.05%	7.99%
Windsor	8.88%	8.95%	9.04%
Bloomfield	7.22%	7.29%	7.07%
Rocky Hill	6.21%	6.32%	6.36%
West Hartford	22.69%	22.72%	22.94%
Total	100.00%	100.00%	100.00%

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

Installment Date	2025 Installment Schedule				Total
	1/15/2025	4/16/2025	7/16/2025	10/15/2025	
Hartford	\$3,432,569	\$3,432,569	\$3,476,375	\$3,476,375	\$13,817,887
East Hartford	1,532,672	1,532,672	1,532,604	1,532,604	6,130,552
Newington	1,189,331	1,189,331	1,206,214	1,206,214	4,791,089
Wethersfield	1,068,884	1,068,884	1,051,045	1,051,045	4,239,858
Windsor	1,197,662	1,197,662	1,200,299	1,200,299	4,795,922
Bloomfield	976,604	976,604	898,588	898,588	3,750,383
Rocky Hill	852,563	852,563	834,029	834,029	3,373,184
West Hartford	3,018,863	3,018,863	3,070,000	3,070,000	12,177,725
Total	\$13,269,148	\$13,269,148	\$13,269,152	\$13,269,152	\$53,076,600

Operating Budget Revenues

Sewer - Other Sewer Revenues

Source Description

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

- *Sludge Handling Services*: revenue from the processing of sewage sludge primarily from non-member towns.
- *Liquid Waste Discharge*: fee for discharging transported non-domestic wastewater delivered to WPC.
- *Household Hazardous Waste Disposal*: fees charged for providing household hazardous waste collection services to non-member towns.

Budget Commentary

Revenue from Other Government Agencies for 2025 is \$16,492,350, an increase of \$4,061,350 or 32.7% over the prior year's appropriation.

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

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

Operating Budget Revenues

Sewer - Other Sewer Revenues

Source Description

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

- *Septage Fees*: revenues from fees paid by septic tank pumping contractors disposing of septage from non-member town properties at the Hartford Water Pollution Control Facility.
- *FOG Fees*: fees are charged to Class III and IV food service establishments to offset the costs of managing the Fats, Oils, and Grease (FOG) program. This program is required by the CT Department of Energy and Environmental Protection General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments.
- *Sewer Customer Service Charge*: recovers certain costs that include private property sewer work.
- *Bill Jobs*: revenue from payroll costs, material, and equipment costs associated with the repair of District property damaged by others.
- *Developers – PY/Material/Equipment*: payroll costs for engineering and inspection services along with material and equipment costs charged against deposits made by developers and/or State Agencies for these services.
- *Rental Revenue*: revenue derived from renting space for cellular service antennae.
- *PMU Overhead*: payments to the General Fund for indirect costs related to the long-term control plan this is being shown for historical reporting purposes.
- *Investment Income*: earnings on cash available for investment

Operating Budget Revenues

Sewer - Other Sewer Revenues

Budget Commentary

The total *Other Sewer Revenues* for 2025 is \$13,774,350, an increase of \$532,673 or 4.0% from the prior year's appropriation.

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

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

Operating Budget Revenues

Sewer – Sewer User Revenues

Source Description

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

Budget Commentary

The total *Sewer User Revenue* budget for 2025 is \$14,578,258, an increase of \$2,516,192 or 20.9% above the prior year’s appropriation.

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

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

(1) 415210, 415220, 415230

Operating Budget Revenues

Sewer - Other Financing Sources

Source Description

Contributions (to) from Other Funds emanate from surpluses derived when revenues exceed expenditures. Sound financial management practices call for maintaining a cash reserve sufficient to withstand a shortfall in revenues and/or increases in unanticipated expenditures. The District's policy is to use a portion of these funds, if available, to support operations while maintaining a prudent reserve. Transfers have been made from the surpluses within *the Assessable Sewer Fund, Internal Service Fund, and Hydroelectric Fund* to support sewer operations in 2025.

Budget Commentary

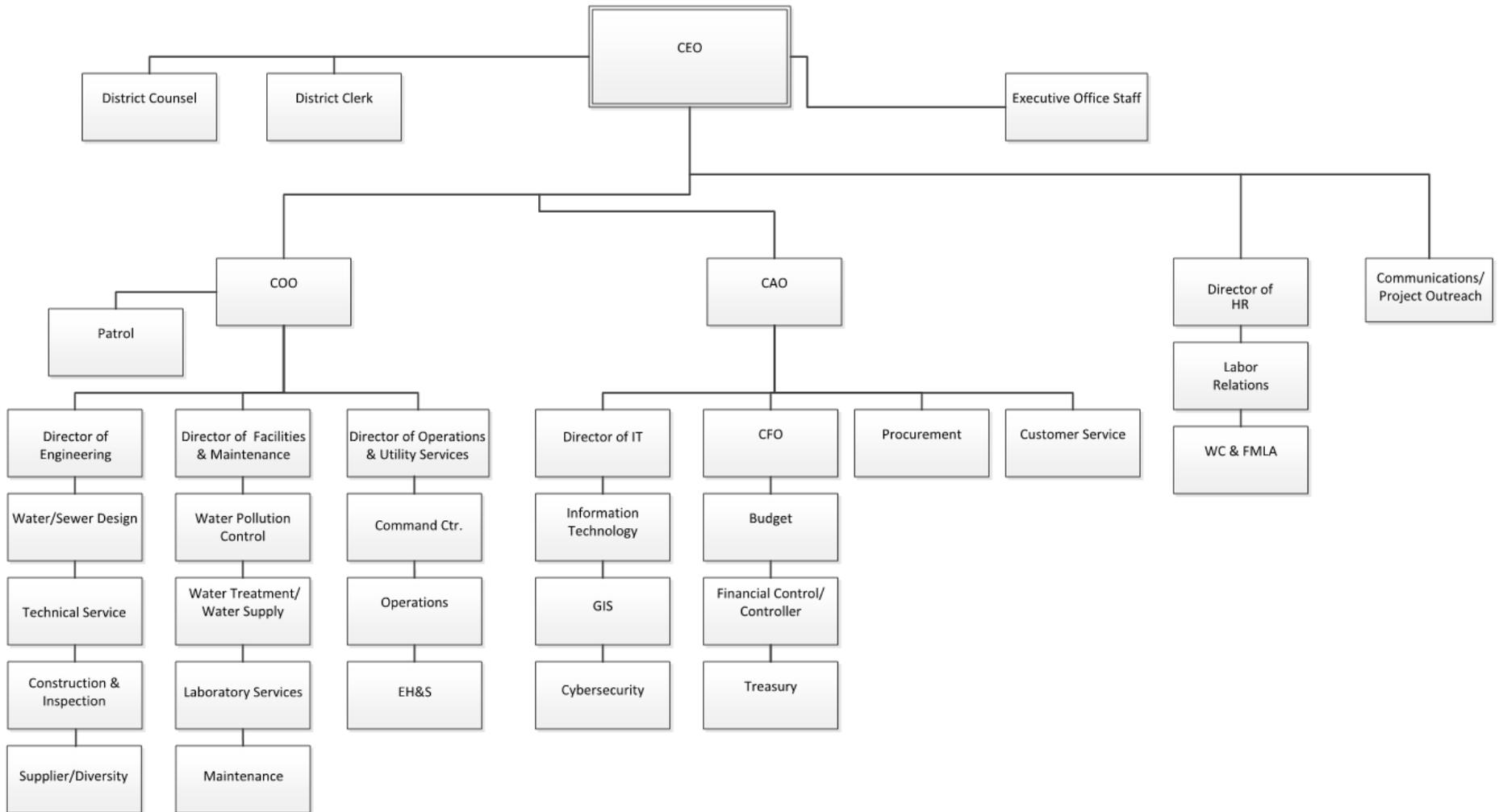
The drivers are as follows:

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

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

Operating Budget Expenditures

The Metropolitan District



Operating Budget Expenditures

Summary

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

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

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

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

Overview of The Metropolitan District

- The Metropolitan District (MDC), Hartford County, Connecticut is a non-profit municipal corporation established in 1929 by Special Act 511 of the Connecticut General Assembly. Member municipalities incorporated in the District are: The City of Hartford and the Towns of East Hartford, West Hartford, Wethersfield, Rocky Hill, Newington, Bloomfield and Windsor. The total population served by the District is approximately 362,767.
- The MDC is mandated through its 1929 Charter to provide potable water as well as sanitary sewer and mapping services for its member municipalities and for other non-member service areas by special agreement. Additional powers granted the MDC through legislative amendments to its charter include: the development, construction and operation of hydroelectric power facilities.
- The establishment of policy for the MDC is the responsibility of a thirty-three-member commission, commonly referred to as the District Board. Member town councils appoint seventeen of the commissioners, the Governor appoints eight, and designated members of the General Assembly appoint four. Non-member towns appoint four. All commissioners serve without remuneration during their respective terms.
- Responsibility for the overall administration and management of MDC policy, operations and services rests with the Chief Executive Officer. The MDC department structure consists of: Executive Office; Communications; Legal; Human Resources; Information Technology; Chief Administrative Office; Finance; Procurement; Customer Service; Chief Operating Office; Environment, Health and Safety; Engineering and Planning; Command Center; Operations; Laboratory Services; Water Pollution Control; Maintenance; Water Treatment and Water Supply; Patrol and Hydroelectric.
- As of the third quarter of 2024, there were approximately 431 active full-time employees at The Metropolitan District.

Operating Budget Expenditures

Expenditure Appropriations

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

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

District Board

Executive – District Board Budget Summary

Description

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

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

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

Budget Commentary

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

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

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

Operating Budget Expenditures

1100010010

Executive – District Board Budget Summary

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

Operating Budget Expenditures

1100010010

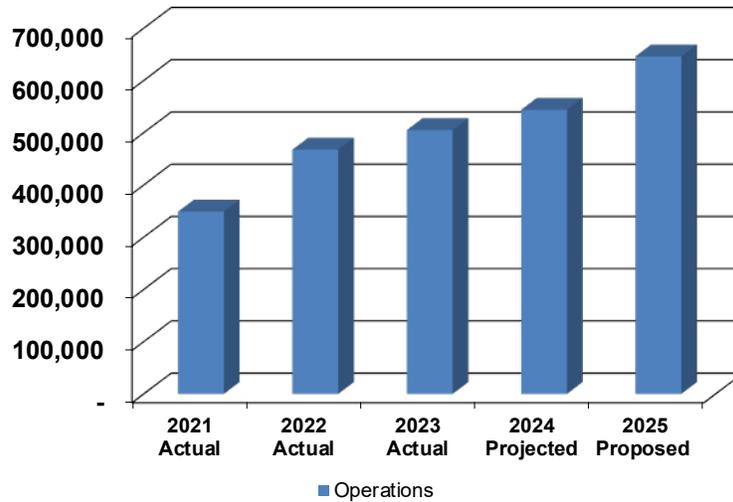
Executive – District Board Budget Summary

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

Operating Budget Expenditures

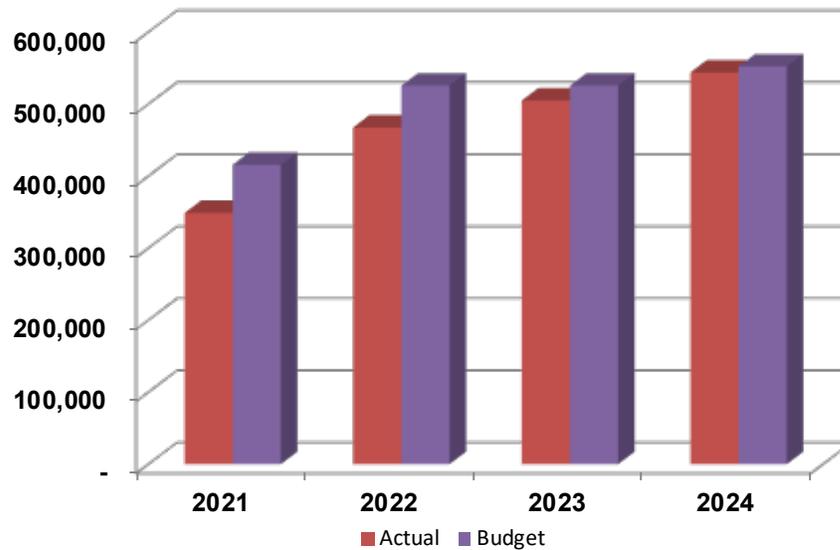
Executive – District Board Expenditure History

Expenditures by Category



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

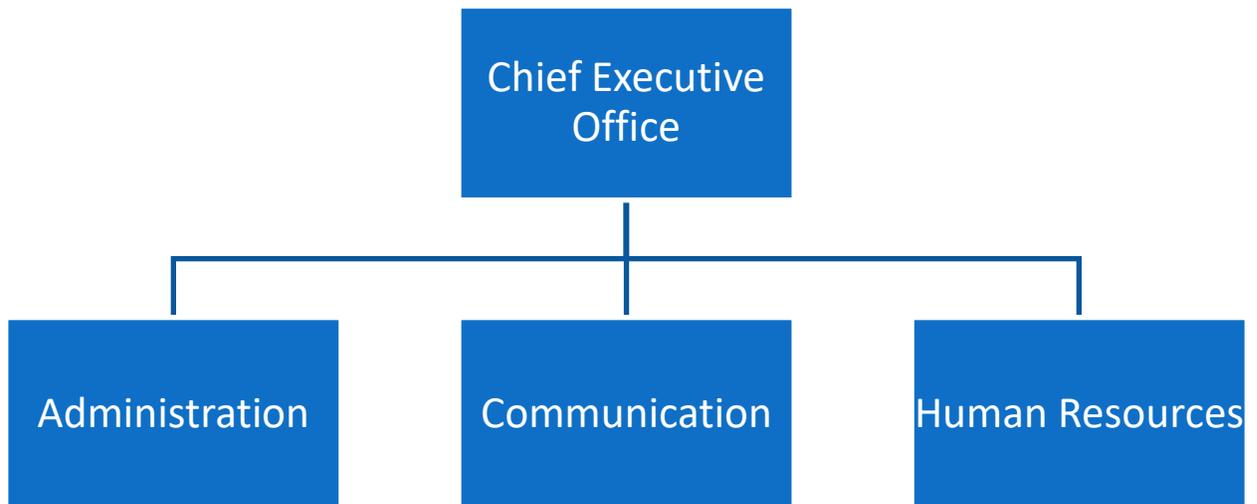
Expenditures versus Budget



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

Chief Executive Office

Administration
Communications
Human Resources



Operating Budget Expenditures

Executive – CEO – Budget Summary

Description

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

Budget Commentary

The proposed Chief Executive Office budget totals \$3,248,702, increasing by \$19,276 or 0.6% above prior year's appropriation. The three activity budgets that comprise the Chief Executive Office — Administration, Communications, and Human Resources — are on subsequent pages.

The budgeted positions have decreased in 2025.

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

Operating Budget Expenditures

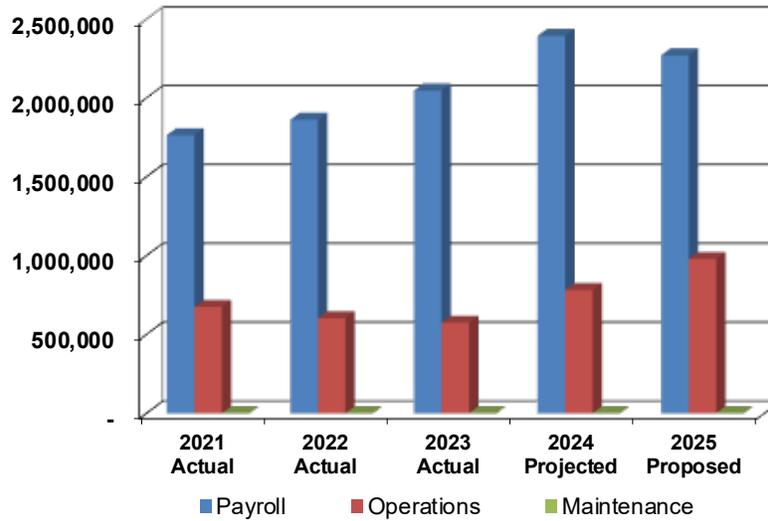
Executive – CEO – Budget Summary

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

Operating Budget Expenditures

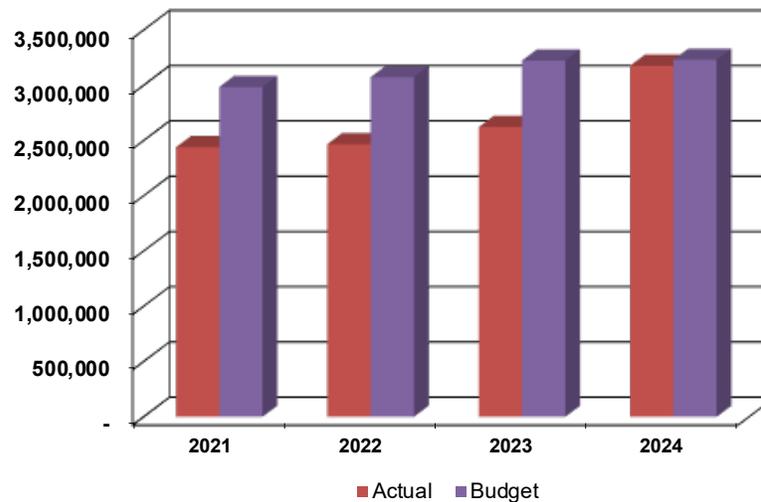
Executive – CEO – Budget Summary

Expenditures by Category



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

Expenditures versus Budget



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

Executive – CEO – Administration**Description**

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1200010010

Executive – CEO – Administration

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

Executive – CEO – Communications

Description

The Communications Department is responsible for the development and implementation of communication and project outreach programs, and the distribution of materials designed to improve the way project information is relayed to the public and internally throughout the District. This group is responsible for managing Community Outreach Liaison Teams which support Project Outreach in the communities where District projects are taking place. In addition, this unit is responsible for developing and distributing various communication vehicles, including the District bill insert, newsletter, and TV program.

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1200010020

Executive – CEO – Communications

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

Executive – CEO – Human Resources**Description**

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

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1200010030

Executive – CEO – Human Resources

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

Legal

Executive – Legal – Administration Budget Summary**Description**

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

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1300010010

Executive – Legal – Administration Budget Summary

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

Operating Budget Expenditures

1300010010

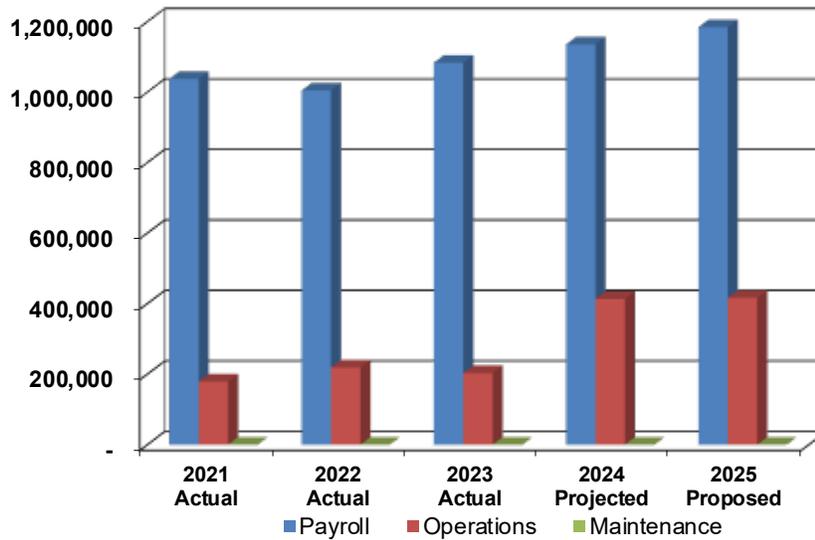
Executive – Legal – Administration Budget Summary

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

Operating Budget Expenditures

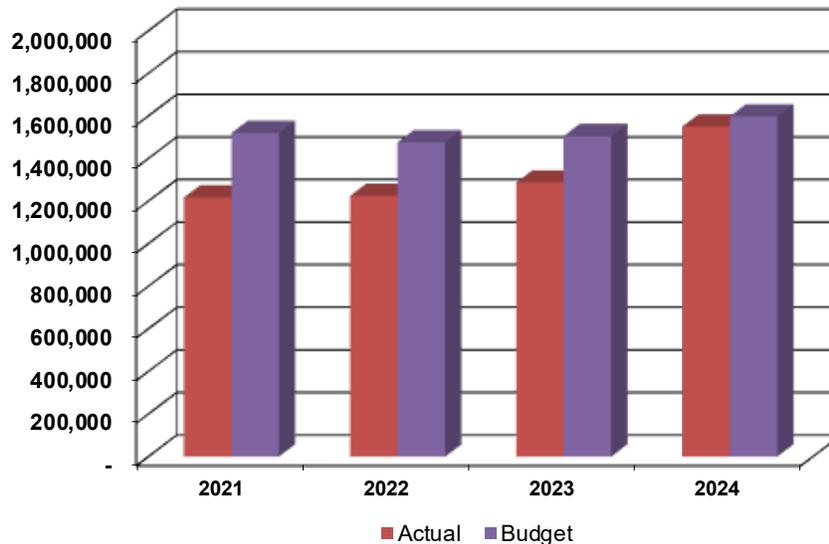
Executive – Legal – Administration Expenditure History

Expenditures by Category



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

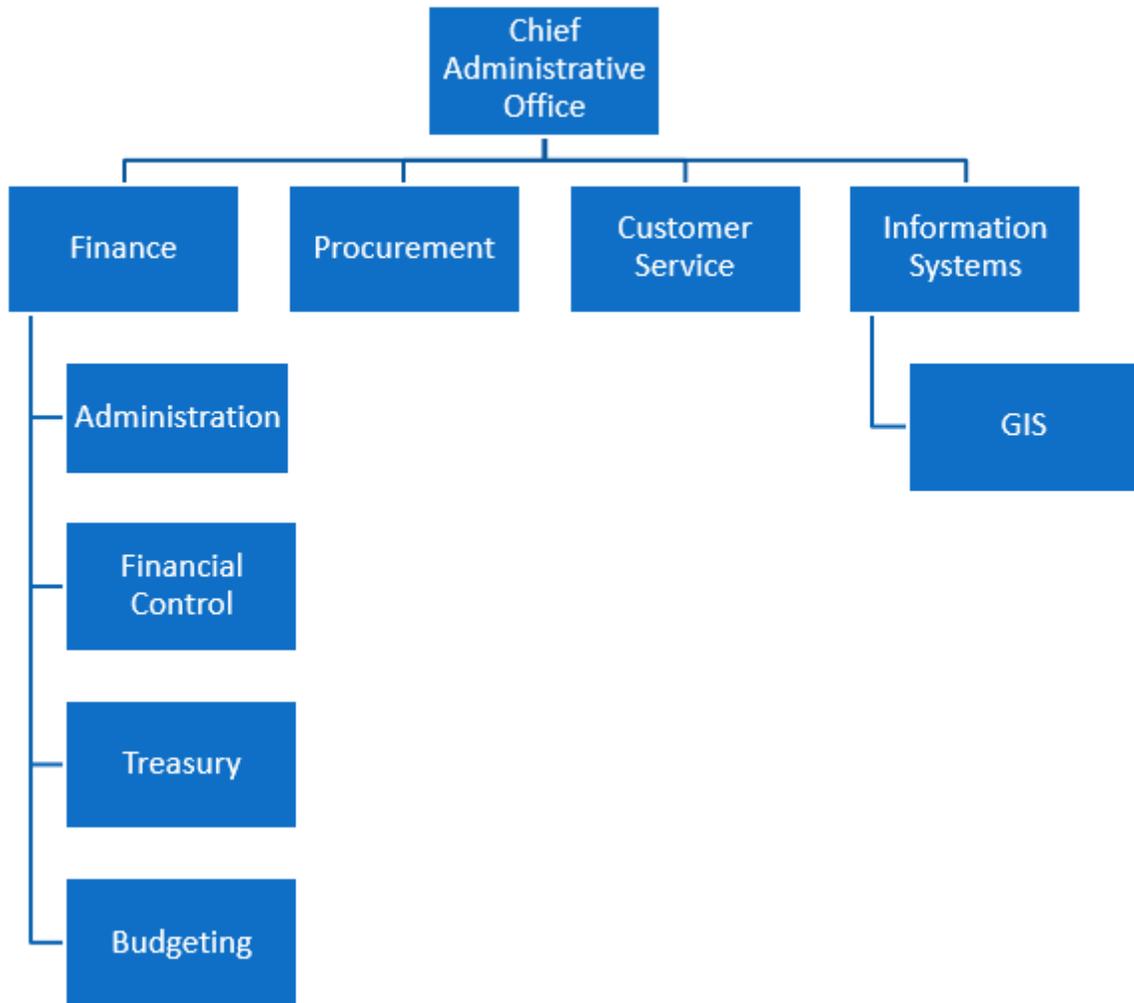
Expenditures versus Budget



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

Chief Administrative Officer (CAO)

Finance
Procurement
Customer Service
Information Systems



Operating Budget Expenditures

CAO – Budget Summary

Description

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

Budget Commentary

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

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

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

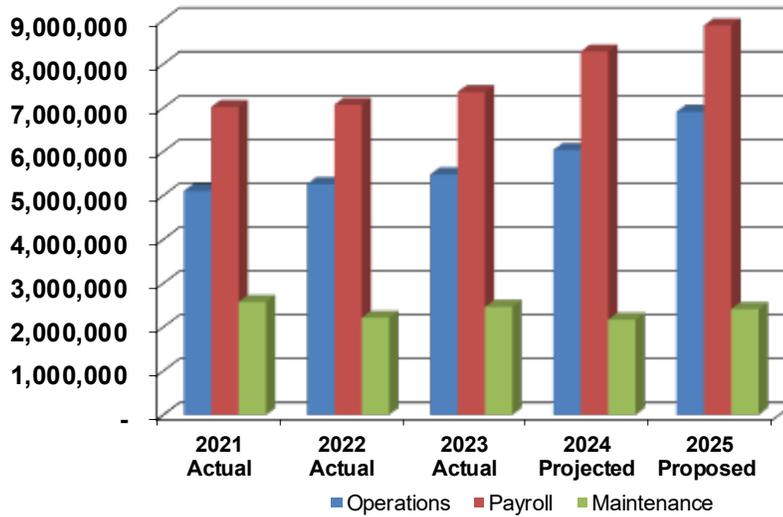
CAO – Budget Summary

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

Operating Budget Expenditures

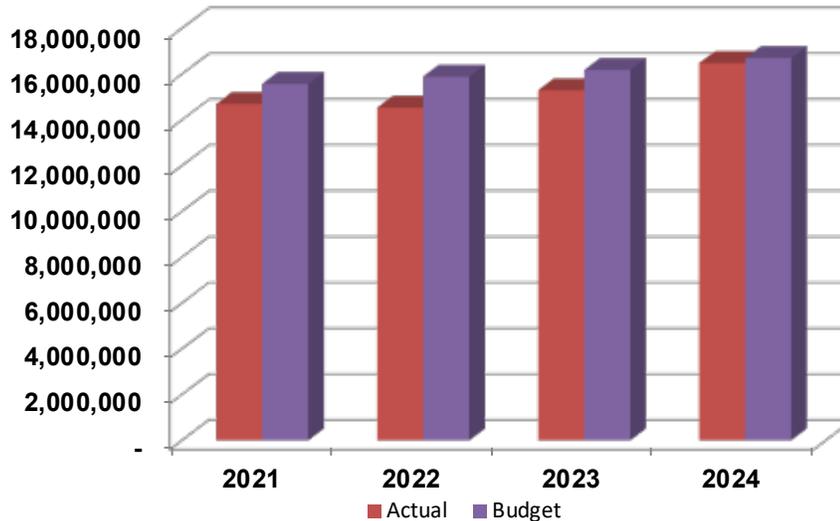
CAO – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

Administration

CAO – Administration – Budget Summary**Description**

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

Budget Commentary

The Chief Administrative Office – Administration proposed budget for 2025 totals \$748,887, decreasing by \$15,036 or 2.0% below the prior year's appropriation. There is no increase in the budgeted positions in 2025.

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

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

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

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

Operating Budget Expenditures

1500010010

CAO – Administration – Budget Summary

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

Operating Budget Expenditures

1500010010

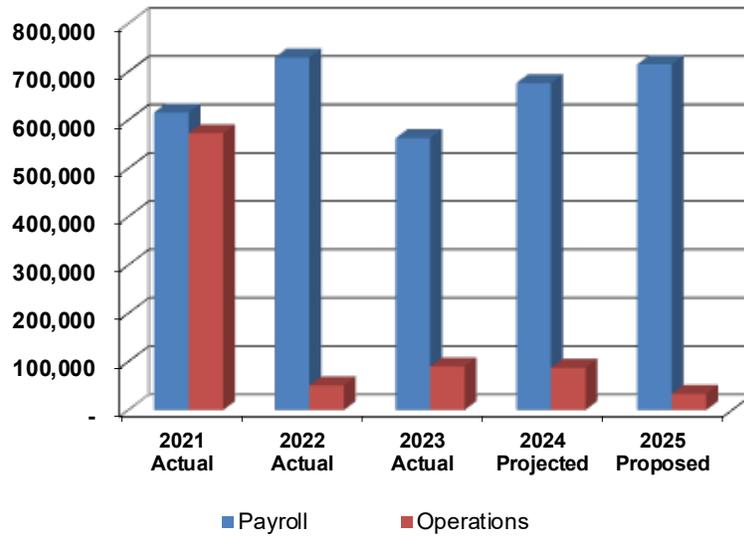
CAO – Administration – Budget Summary

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

Operating Budget Expenditures

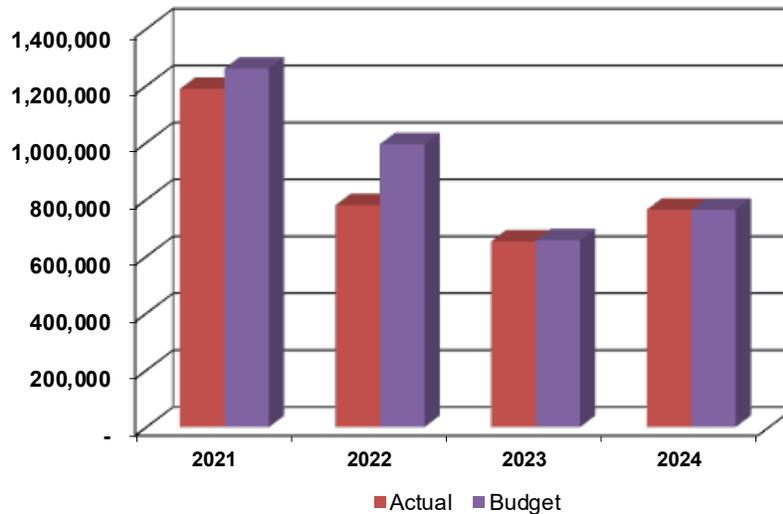
CAO – Administration – Expenditure History

Expenditures by Category



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

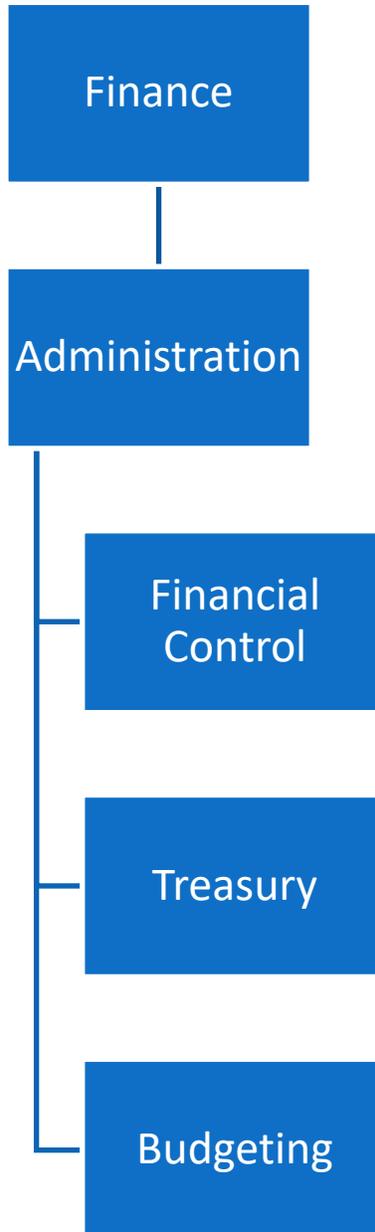
Expenditures versus Budget



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

Finance

Administration
Financial Control
Treasury
Budget



Operating Budget Expenditures

CAO – Finance – Budget Summary

Description

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

Budget Commentary

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

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

Operating Budget Expenditures

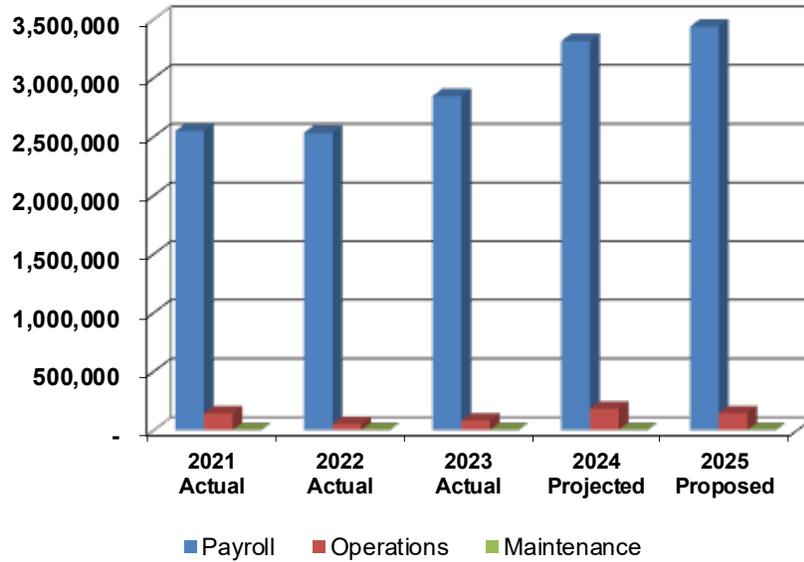
CAO – Finance – Budget Summary

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

Operating Budget Expenditures

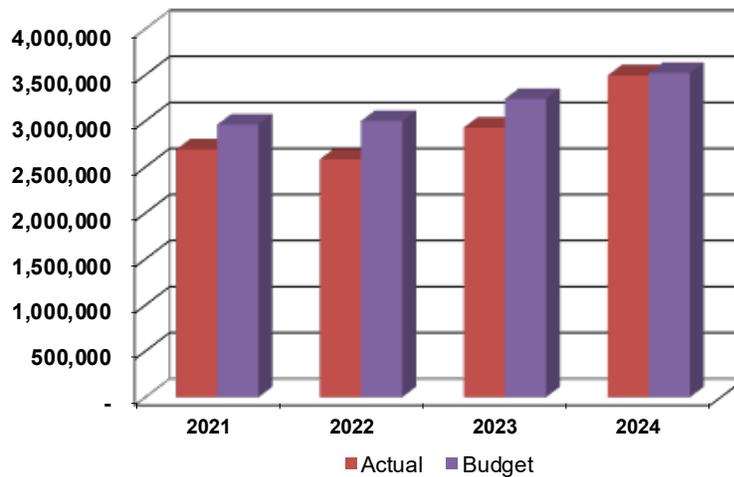
CAO – Finance – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

CAO – Finance – Administration

Description

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1510010010

CAO – Finance – Administration

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

CAO – Finance – Financial Control

Description

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

Budget Commentary

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

Payroll: Decrease of \$34,004 or 3.6% below the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the reduction of one FTE; Accounting Assistant.
- *Longevity Pay* has increased due to participation.

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

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

Operating Budget Expenditures

1510010020

CAO – Finance – Financial Control

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

CAO – Finance – Treasury**Description**

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1510010030

CAO – Finance – Treasury

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	1,225,127	1,291,398	1,456,689	165,291	
501030	Overtime 100%	1,000	1,000	-	(1,000)	
501040	Overtime 150%	4,000	4,000	-	(4,000)	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	2,600	2,275	2,825	550	
	<i>Total Payroll</i>	1,232,727	1,298,673	1,459,514	160,841	12.4%
	<i>Operations</i>					
511050	Employee Education Program	5,000	5,000	5,000	-	
511220	Dues & Memberships	1,000	1,000	1,250	250	
512080	Outside Services	10,000	10,000	10,000	-	
513010	Office Supplies	4,500	4,000	4,000	-	
519100	Printing	5,000	5,000	5,000	-	
	<i>Total Operations</i>	25,500	25,000	25,250	250	1.0%
	<i>Total Expenditure Classification</i>	1,258,227	1,323,673	1,484,764	161,091	12.2%
	<i>Funding Allocation</i>					
	Sewer Allocation 49%	616,500	648,599	727,534	78,934	
	Water Allocation 51%	641,727	675,074	757,230	82,157	
	<i>Total Funding Allocation</i>	1,258,227	1,323,673	1,484,764	161,091	12.2%
	<i>Authorized Positions</i>					
	Accounting Assistant	1	1	2	1	
	Administrative Analyst	1	1	1	-	
	Billing Analyst	1	1	1	-	
	Cash Management Analyst	1	1	1	-	
	Cost Analyst	2	2	1	(1)	
	Financial Analyst	1	1	1	-	
	Manager of Treasury	1	1	1	-	
	Principal Account Clerk	2	2	2	-	
	Risk Management Administrator	-	-	1	1	
	Senior Administrative Analyst	-	-	1	1	
	Treasury Receivables Administrator	1	1	1	-	
	<i>Total Authorized Positions</i>	11	11	13	2	18.2%

CAO – Finance – Budget Unit**Description**

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

Budget Commentary

The Budget Unit's proposed budget for 2025 totals \$519,212, which is a decrease of \$172,183 or 9.8% below the prior year's appropriation. There are decreases in the budgeted positions in 2025.

Payroll: Decrease of \$174,683 or 25.8% below the prior year's appropriation.

- *Regular Pay* includes increments and cost-of-living increases for eligible employees offset by the reduction of one FTE; Administrator.
- *Longevity Pay* is unchanged in 2025.

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

- *Printing* is increasing based on anticipated spend.

Operating Budget Expenditures

1510010040

CAO – Finance – Budget Unit

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

Procurement

CAO – Procurement – Budget Summary

Description

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

1510020010

CAO – Procurement – Budget Summary

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

Operating Budget Expenditures

1510020010

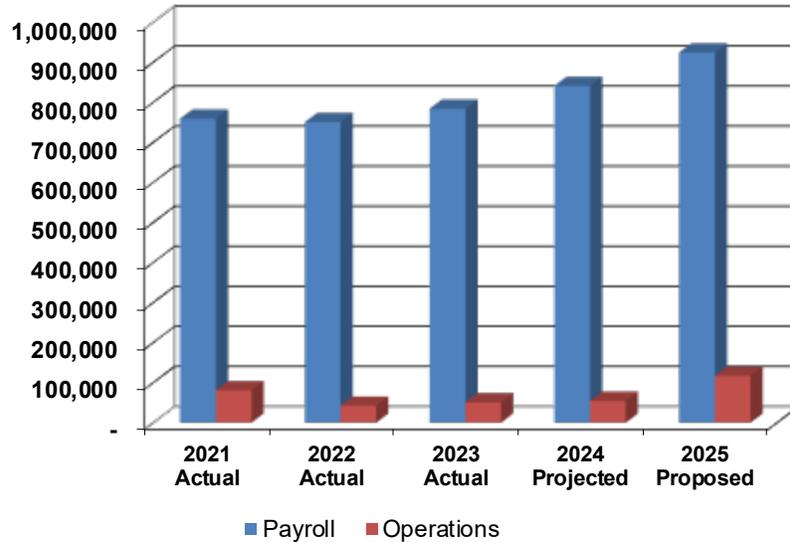
CAO – Procurement – Budget Summary

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

Operating Budget Expenditures

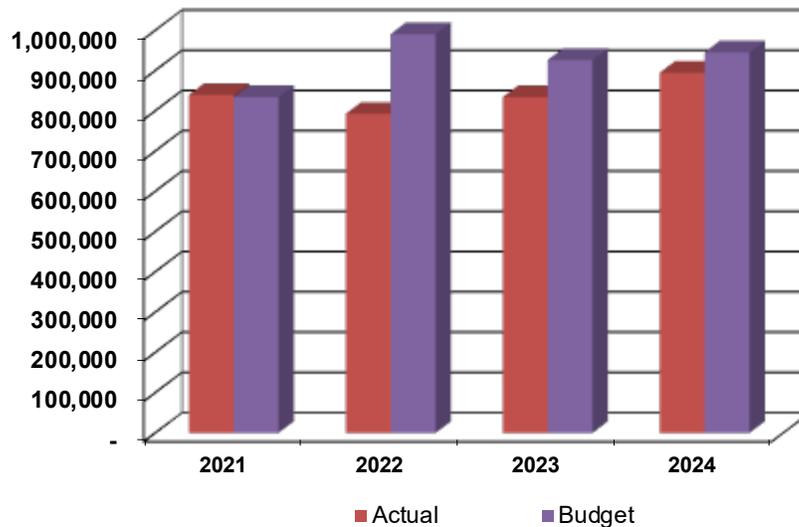
CAO – Procurement – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

Customer Service

CAO – Customer Service – Budget Summary

Description

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

Budget Commentary

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

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

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

Operations: Increase of \$150,000 or 18.3% above the prior year's appropriation.

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

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

Operating Budget Expenditures

1510030010

CAO – Customer Service – Budget Summary

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

Operating Budget Expenditures

1510030010

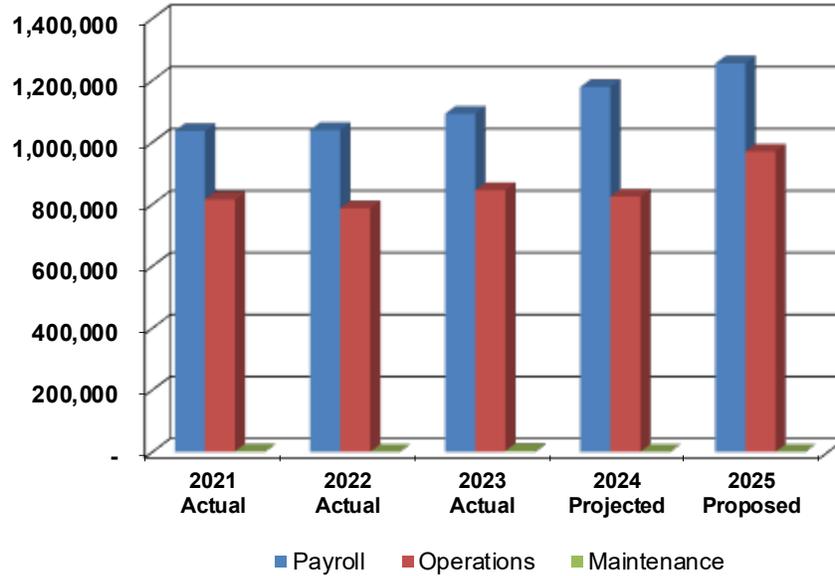
CAO – Customer Service – Budget Summary

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

Operating Budget Expenditures

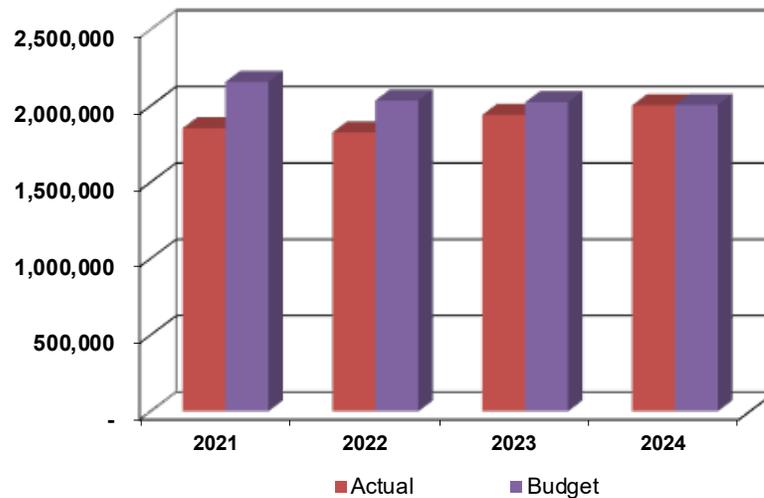
CAO – Customer Service – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

Information Technology

Administration
Geographic Information System



Operating Budget Expenditures

CAO – Information Technology – Budget Summary

Description

The Information Technology Department consists of two activities: Administration and GIS Services. Information Technology is comprised of Administration which is responsible for District-wide automation and its governance. The Geographic Information Systems Department activity is responsible for broad access to and quality of the District's Geospatial information.

Budget Commentary

The proposed Information Technology budget totals \$10,599,195, reflecting an increase of \$1,133,565 or a 12.0% above the prior year's appropriation. Details regarding the two activity budgets that comprise the Information Technology Department — Administration and GIS Services — are on subsequent pages. The net budgeted positions have increased in 2025.

Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
Summary by Activity					
Administration	8,741,955	8,940,614	10,051,000	1,110,386	
GIS	593,373	525,016	548,195	23,179	
Total Summary by Activity	9,335,328	9,465,630	10,599,195	1,133,565	12.0%
Summary by Major Accounts					
Payroll					
Regular Pay	2,208,803	2,286,755	2,475,597	188,842	
Overtime 100%	16,000	16,000	16,000	-	
Overtime 150%	30,000	30,000	25,000	(5,000)	
Overtime 200%	-	5,000	10,000	5,000	
Temporary Help	6,000	15,000	15,000	-	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	4,325	3,275	3,200	(75)	
Total Payroll	2,265,128	2,356,030	2,544,797	188,767	8.0%
Operations	4,650,200	4,659,600	5,643,600	984,000	21.1%
Maintenance	2,420,000	2,450,000	2,410,798	(39,202)	-1.6%
Capital Outlay	-	-	-	-	0.0%
Total Summary by Major Accounts	9,335,328	9,465,630	10,599,195	1,133,565	12.0%

Funding Allocation

Sewer Allocation 33%	3,080,600	3,123,657	3,497,734	374,076	
Water Allocation 67%	6,254,728	6,341,973	7,101,461	759,489	
Total Funding Allocation	9,335,328	9,465,630	10,599,195	1,133,565	12.0%

Authorized Positions

Administration	12	13	14	1	
GIS	5	4	4	-	
Total Authorized Positions	17	17	18	1	5.9%

Operating Budget Expenditures

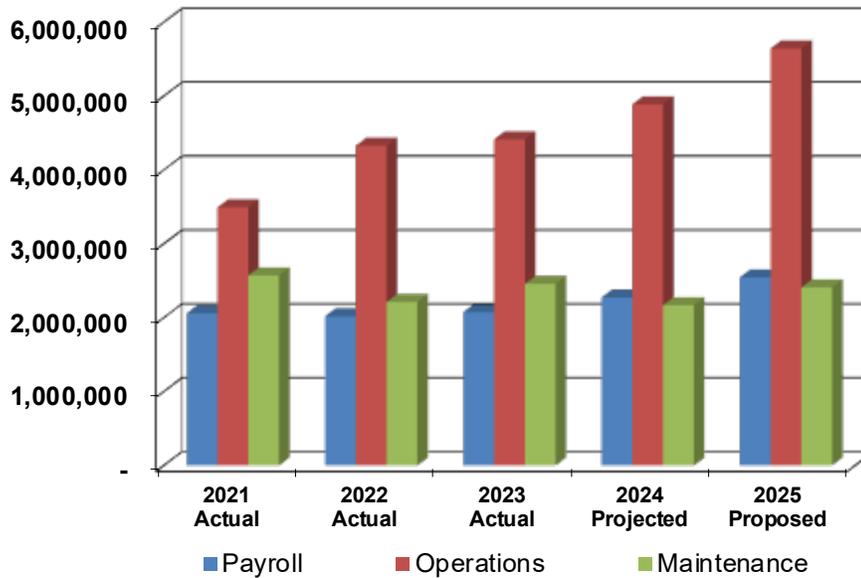
CAO – Information Technology – Budget Summary

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

Budget Expenditure

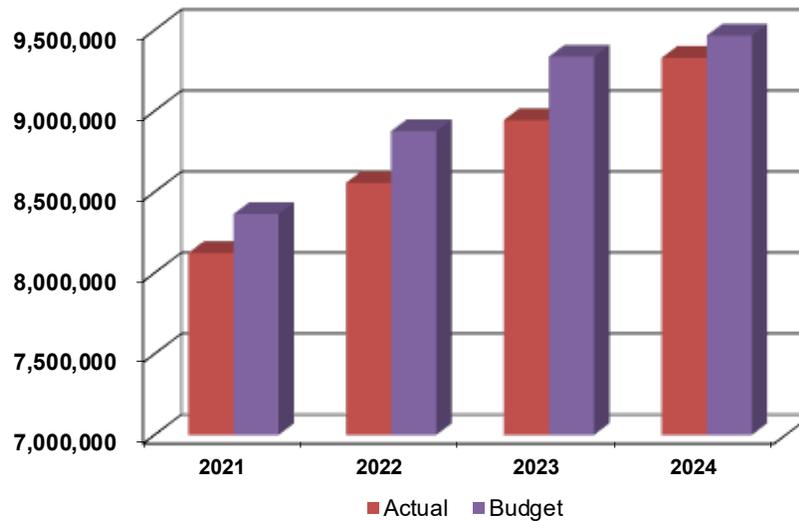
CAO – Information Technology – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

CAO – Information Technology – Administration

Description

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

Budget Commentary

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

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

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

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

- *Seminars & Conventions* are increasing to support professional development.
- An increase in *Information System Professional Fees* and *Equipment Leases* due to a contract change.
- The *Subscription-Based Services* account absorbs costs previously reported in *Outside Services, Books & Periodicals*, and *Information System R&M* for proper classification of expenses with respect to GASB 96, which guides the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users. This includes services like Amazon Web Services, Microsoft 365, Presidio, SAP, and CDW.

Maintenance: Decrease of \$63,000 or 2.6% below the prior year's appropriation.

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

Operating Budget Expenditures

1600010010

CAO – Information Technology – Administration

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

CAO – Information Technology – GIS**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

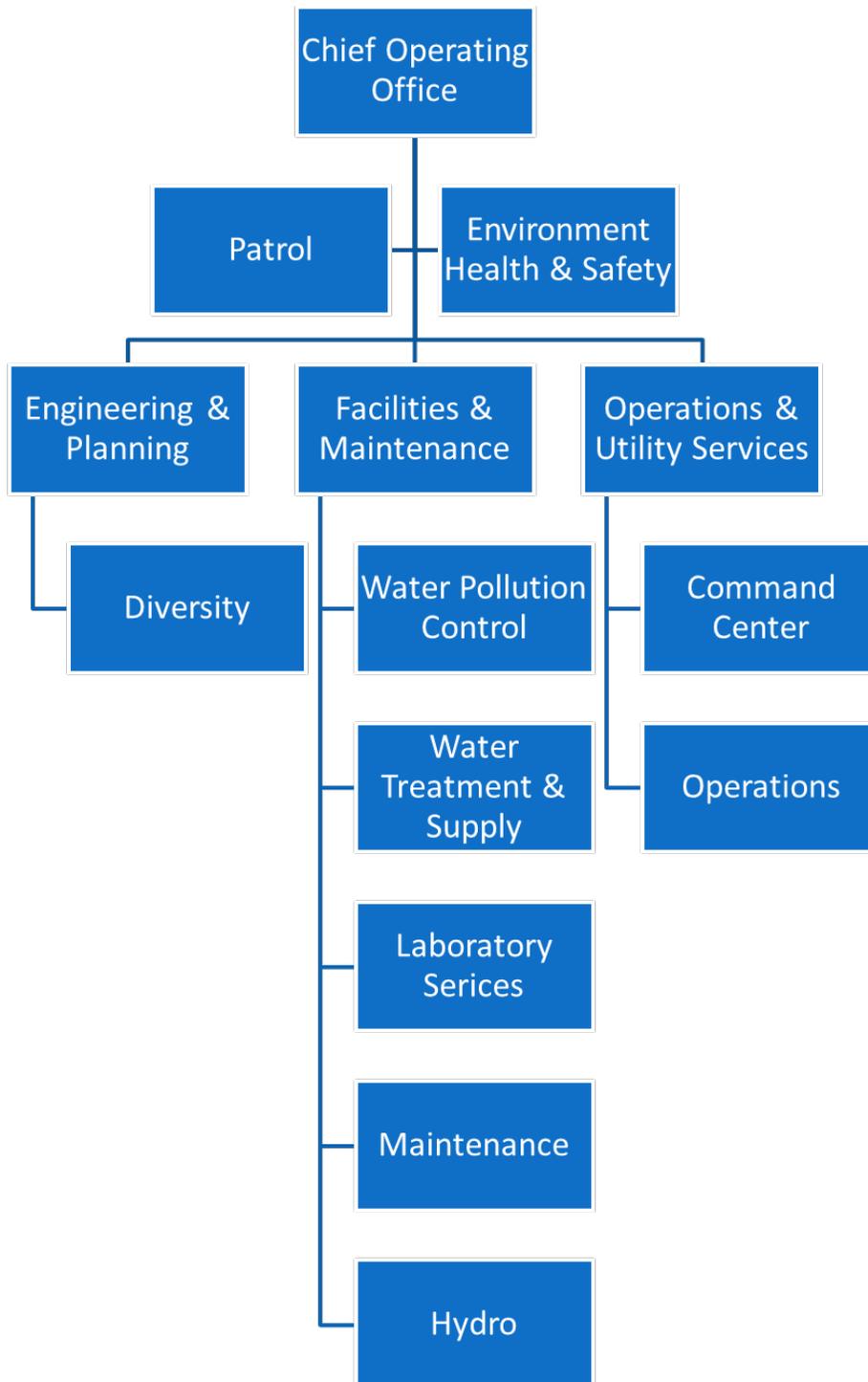
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CAO – Information Technology – GIS

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	527,723	441,016	443,397	2,381	
501030	Overtime 100%	1,000	1,000	1,000	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	2,650	1,500	1,500	-	
	<i>Total Payroll</i>	531,373	443,516	445,897	2,381	0.5%
	<i>Operations</i>					
511100	Seminars & Conventions	500	4,000	4,000	-	
511220	Dues & Memberships	500	500	500	-	
512080	Outside Services	5,000	5,000	2,000	(3,000)	
513010	Office Supplies	2,000	2,000	2,000	-	
519100	Printing	4,000	-	-	-	
	<i>Total Operations</i>	12,000	11,500	8,500	(3,000)	-26.1%
	<i>Maintenance</i>					
522150	Gis R&M	50,000	70,000	93,798	23,798	
	<i>Total Maintenance</i>	50,000	70,000	93,798	23,798	34.0%
	<i>Total Expenditure Classification</i>	593,373	525,016	548,195	23,179	4.4%
	<i>Funding Allocation</i>					
	Sewer Allocation 33%	195,800	173,255	180,904	7,649	
	Water Allocation 67%	397,573	351,761	367,291	15,530	
	<i>Total Funding Allocation</i>	593,373	525,016	548,195	23,179	4.4%
	<i>Authorized Positions</i>					
	Principal GIS Analyst	2	2	2	-	
	GIS Analyst	1	1	1	-	
	Mapping Technician	2	1	1	-	
	<i>Total Authorized Positions</i>	5	4	4	-	0.0%

Chief Operating Office (COO)

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



Operating Budget Expenditures

COO – Budget Summary

Description

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

Budget Commentary

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

Operating Budget Expenditures

COO – Budget Summary

Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
<i>Summary by Activity</i>					
Operating Office	871,442	513,341	534,362	21,021	
Engineering & Planning	1,073,777	845,618	379,000	(466,618)	
Environment, Health & Safety	1,013,244	1,031,899	1,304,149	272,250	
Command Center	6,059,793	6,618,317	6,642,285	23,968	
Operations	14,194,647	15,385,397	15,953,569	568,172	
Laboratory Services	1,579,289	1,576,529	1,698,767	122,238	
Water Pollution Control	21,537,206	20,373,122	21,963,385	1,590,263	
Maintenance	12,707,413	13,096,991	13,701,120	604,129	
Water Treatment & Supply	9,292,383	9,219,496	9,320,707	101,211	
Patrol	1,453,642	1,336,903	1,390,701	53,798	
<i>Total Summary by Activity</i>	69,782,836	69,997,613	72,888,045	2,890,432	4.1%
<i>Summary by Major Accounts</i>					
Payroll					
Regular Pay	32,217,379	33,392,161	33,820,484	428,323	
Overtime 100%	-	500	500	-	
Overtime 150%	2,665,500	2,715,258	2,943,376	228,118	
Overtime 200%	1,338,000	1,333,480	1,415,800	82,320	
Temporary Help	46,000	36,500	120,000	83,500	
Standby & Premium Pay	337,150	439,624	488,100	48,476	
Longevity Pay	52,450	118,200	109,360	(8,840)	
<i>Total Payroll</i>	36,656,479	38,035,723	38,897,620	861,897	2.3%
Operations	28,596,757	27,554,240	29,287,400	1,733,160	6.3%
Maintenance	4,529,600	4,407,650	4,703,025	295,375	6.7%
<i>Total Summary by Major Accounts</i>	69,782,836	69,997,613	72,888,045	2,890,432	4.1%
<i>Funding Allocation</i>					
Sewer Allocation - Composite	35,580,306	34,815,473	36,825,692	2,010,219	
Water Allocation - Composite	34,202,530	35,182,140	36,062,354	880,214	
<i>Total Funding Allocation</i>	69,782,836	69,997,613	72,888,045	2,890,432	4.1%
<i>Authorized Positions</i>					
Operating Office	4	2	2	-	
Engineering & Planning	5	3	-	(3)	
Environment, Health & Safety	4	4	6	2	
Command Center	46	49	46	(3)	
Operations	90	88	88	-	
Laboratory Services	7	8	7	(1)	
Water Pollution Control	58	58	59	1	
Maintenance	52	57	55	(2)	
Water Treatment & Supply	40	39	40	1	
Patrol	7	6	7	1	
<i>Total Authorized Positions</i>	313	314	310	(4)	-1.3%

Operating Budget Expenditures

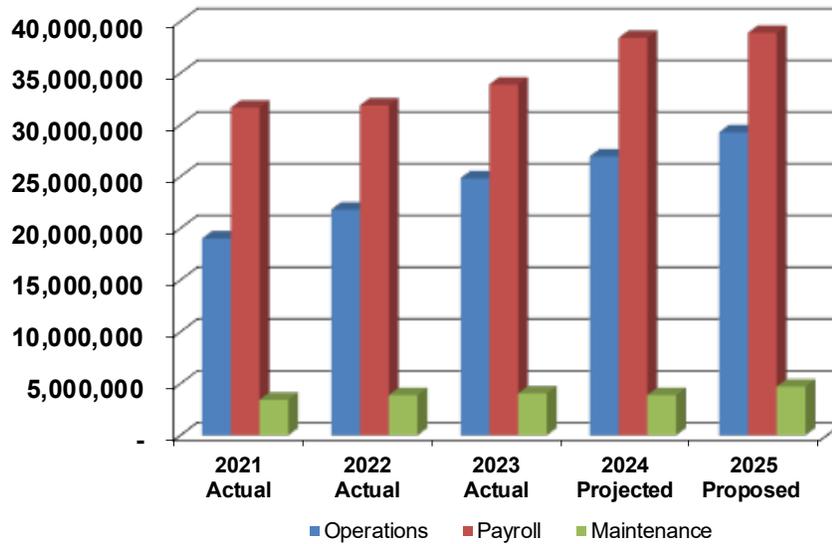
COO – Budget Summary

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

Operating Budget Expenditures

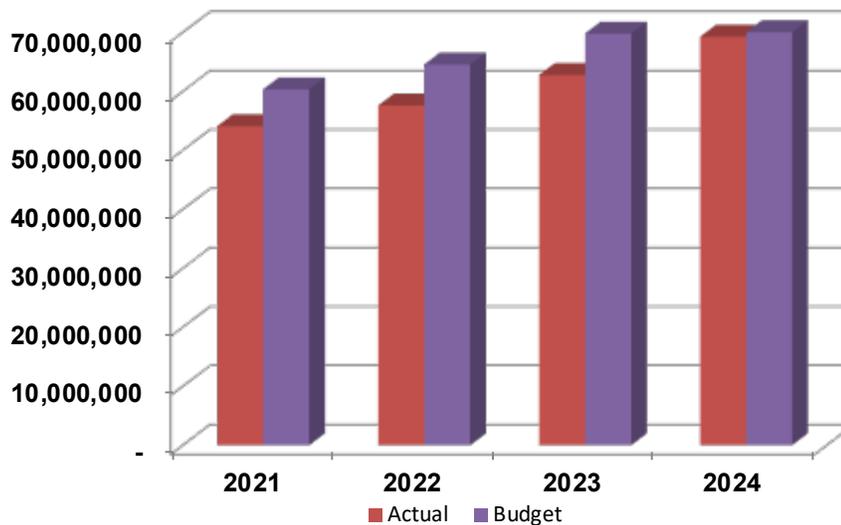
COO – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

Administration

COO – Administration – Budget Summary

Description

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2300010010

COO – Administration – Budget Summary

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

Operating Budget Expenditures

2300010010

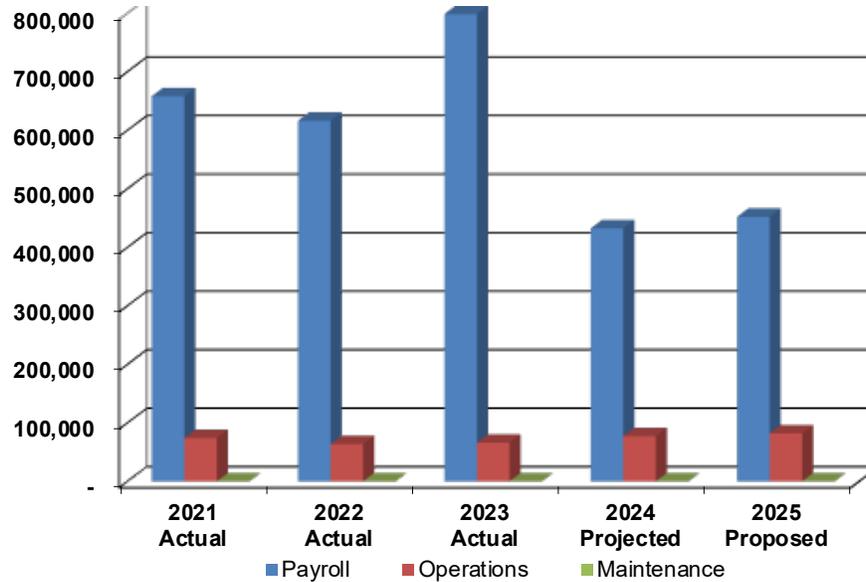
COO – Administration – Budget Summary

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

Operating Budget Expenditures

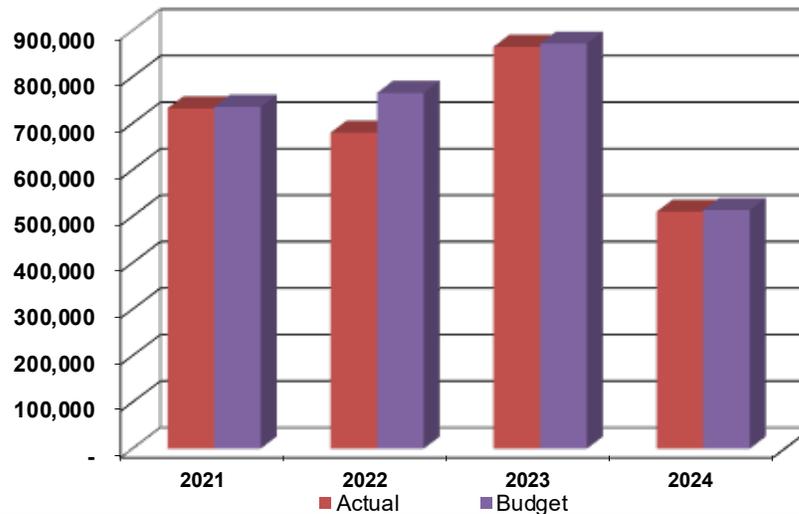
COO – Administration – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

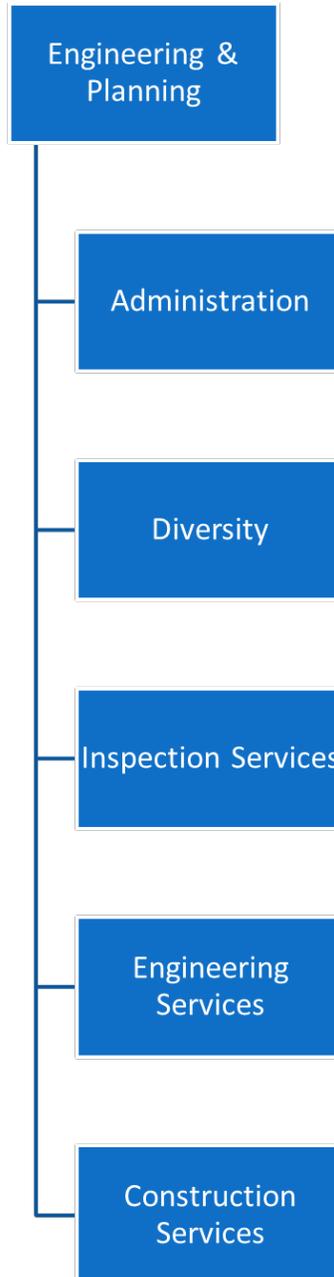
Engineer & Planning

Administration

Diversity

Engineering Services

Construction Services



Operating Budget Expenditures

COO – Engineering & Planning – Budget Summary

Description

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

Budget Commentary

The Engineering & Planning proposed budget for 2025 is \$379,000, a decrease of \$466,618 or 55.2% below the prior year's appropriation. Budget details for the activities comprising the Engineering and Planning department follow. There was a decrease in headcount for Engineering & Planning. Senior Engineer Drafter, Strategic Sourcing Specialist and Director of Engineering were transferred to Engineering Services (C1H03).

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

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

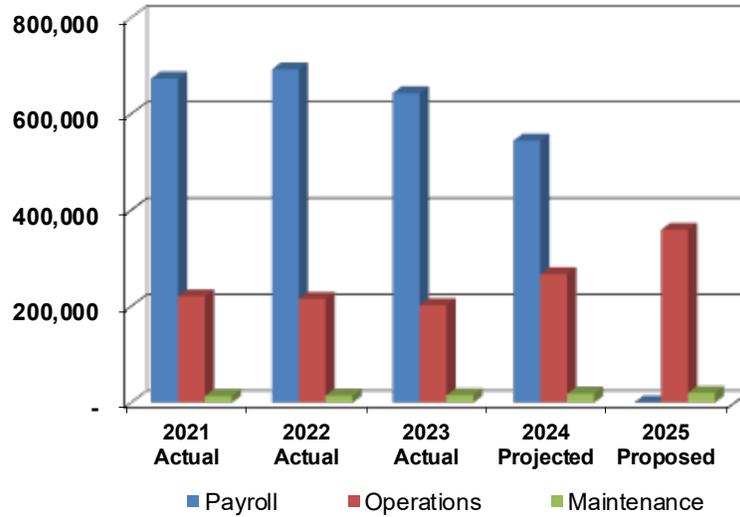
COO – Engineering & Planning – Budget Summary

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

Operating Budget Expenditures

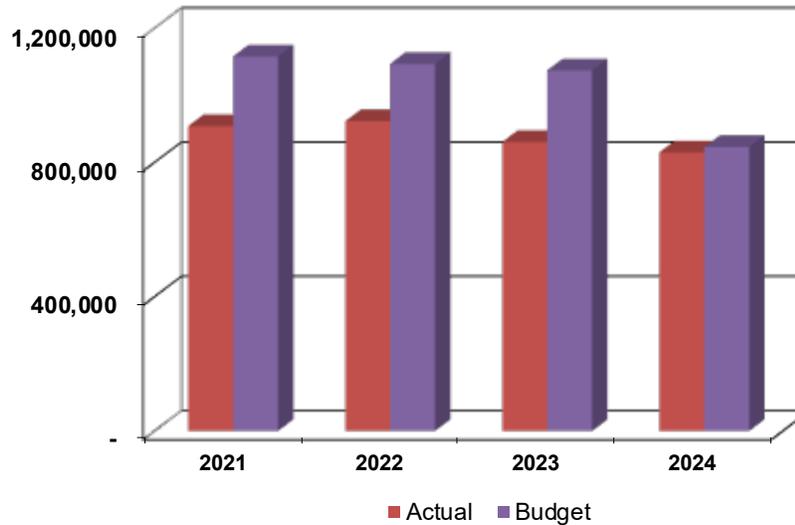
COO – Engineering & Planning – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

COO – Engineering & Planning – Administration**Description**

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

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

Budget Commentary

The Engineering and Planning Administration proposed budget for 2025 is \$350,500, a decrease of \$483,118 or 58.0% below the prior year's appropriation. There is a decrease in the budgeted positions in 2025.

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

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

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

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

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

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

Operating Budget Expenditures

2100010010

COO – Engineering & Planning – Administration

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

COO – Engineering & Planning – Diversity

Description

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

Budget Commentary

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

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

- No change in the budget for 2025.

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

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

Operating Budget Expenditures

2100010030

COO – Engineering & Planning – Diversity

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

COO – Engineering & Planning – Engineering Services

Description/Budget Commentary

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

COO – Engineering & Planning – Construction Services**Description/Budget Commentary**

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

COO – Engineering & Planning – Integrated Plan**Description/Budget Commentary**

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

Environment, Health & Safety

Administration

Household Hazardous Waste — District

Household Hazardous Waste — Non-District



Operating Budget Expenditures

COO – Environment, Health & Safety – Budget Summary

Description

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

Budget Commentary

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

Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
<i>Summary by Activity</i>					
Administration	697,944	723,299	993,749	270,450	
HHW District	285,200	277,900	280,800	2,900	
HHW Non-District	30,100	30,700	29,600	(1,100)	
Total Summary by Activity	1,013,244	1,031,899	1,304,149	272,250	26.4%
<i>Summary by Major Account</i>					
Payroll					
Regular Pay	518,569	548,924	818,874	269,950	
Overtime 100%	-	500	500	-	
Overtime 150%	11,000	11,000	11,000	-	
Overtime 200%	-	-	-	-	
Temporary Help	10,000	10,000	-	(10,000)	
Standby & Premium Pay	-	-	-	-	
Longevity Pay	1,575	1,575	1,575	-	
Total Payroll	541,144	571,999	831,949	259,950	45.4%
Operations	472,100	459,900	472,200	12,300	2.7%
Maintenance	-	-	-	-	0.0%
Total Summary by Major Account	1,013,244	1,031,899	1,304,149	272,250	26.4%

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

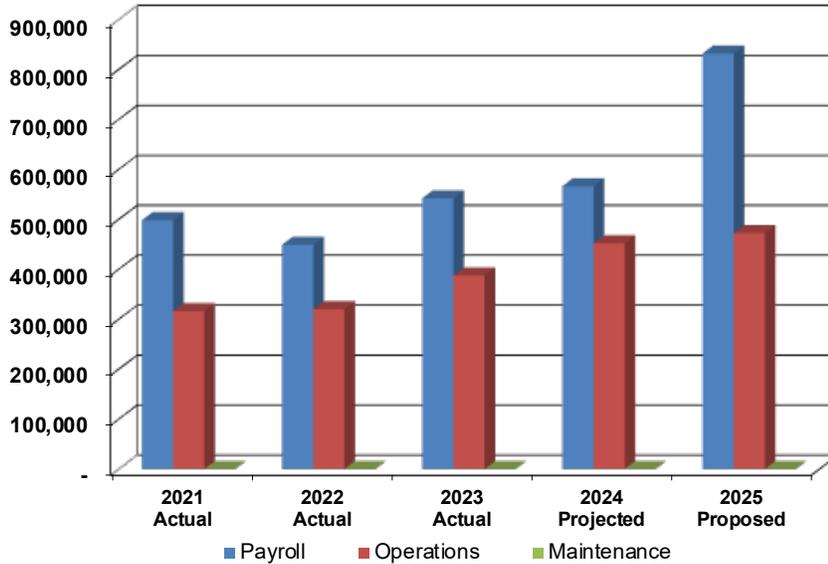
COO – Environment, Health & Safety – Budget Summary

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

Operating Budget Expenditures

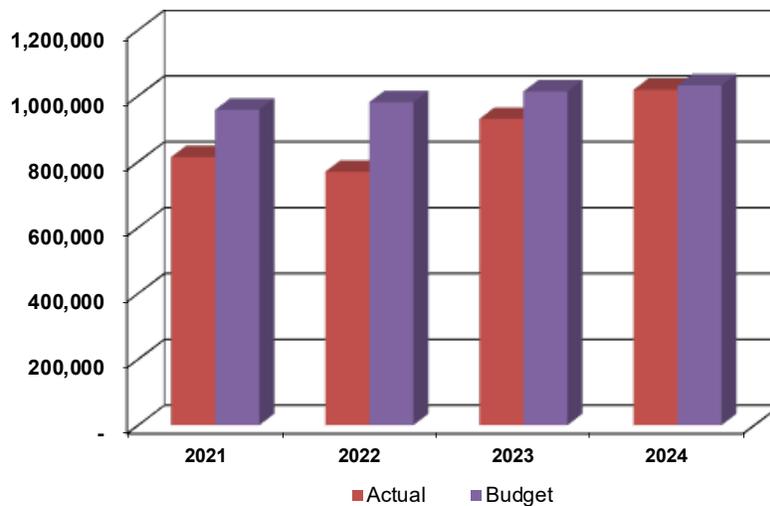
COO – Environment, Health & Safety Budget – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

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

The District's Environment, Health & Safety (EH&S) Department is responsible for the management and administration of environmental, health, and safety programs and activities on a District-wide basis. The EH&S Department is responsible for OSHA, EPA, and DEEP compliance, environmental permits and consent order compliance, safety training, environmental reporting, safety and environmental auditing, risk management, and the Household Hazardous Waste Program. EH&S provides safety and health programs to prevent workplace injuries and illnesses. Proactively EH&S provides training, researches anticipated regulations/standards, visits job/worksites to review compliance and is a resource for a wide variety of environmental and safety questions and issues.

Budget Commentary

The Environment, Health & Safety Administration budget for 2025 totals \$993,749, an increase of \$270,450 or 37.4% above the prior year's appropriation. There are increases in the budgeted positions in 2025.

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

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

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

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

Operating Budget Expenditures

2310010010

COO – Environment, Health & Safety – Administration

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
<i>Payroll</i>						
501010	Regular Pay	518,569	548,924	818,874	269,950	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	10,000	10,000	-	(10,000)	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	1,575	1,575	1,575	-	
	Total Payroll	530,144	560,499	820,449	259,950	46.4%
<i>Operations</i>						
503010	Medical Services	55,000	55,000	55,000	-	
511100	Seminars & Conventions	2,000	2,000	2,000	-	
511120	Meeting Expenses	1,000	1,000	1,000	-	
511220	Dues & Memberships	2,000	2,000	2,000	-	
512070	Consultant Services	25,000	25,000	25,000	-	
512080	Outside Services	5,000	5,000	5,000	-	
512710	Outside Testing & Lab Services	10,000	5,000	5,000	-	
512840	Licenses & Registration	600	600	600	-	
513010	Office Supplies	2,000	2,000	2,500	500	
513120	Safety Supplies	65,000	65,000	75,000	10,000	
513400	Small Tools & Equipment	200	200	200	-	
	Total Operations	167,800	162,800	173,300	10,500	6.4%
	Total Expenditure Classification	697,944	723,299	993,749	270,450	37.4%
<i>Funding Allocation</i>						
	Sewer Allocation 49%	342,000	354,416	486,937	132,521	
	Water Allocation 51%	355,944	368,883	506,812	137,930	
	Total Funding Allocation	697,944	723,299	993,749	270,450	37.4%
<i>Authorized Positions</i>						
	Construction Manager	-	-	1	1	
	Engineer Tech 2	-	-	1	1	
	Manager of EH&S	1	1	1	-	
	Occup. Health & Safety Analyst	1	1	1	-	
	Project Manager	1	1	1	-	
	Professional Level Trainee	1	1	1	-	
	Total Authorized Positions	4	4	6	2	50.0%

COO – Household Hazardous Waste – District**Description**

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

Budget Commentary

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

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

- No change in the budget for 2025.

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

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

Operating Budget Expenditures

2310010020

COO – Household Hazardous Waste – District

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

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

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

Budget Commentary

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

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

- No change in the budget for 2025.

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

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

Operating Budget Expenditures

2310010030

COO – Household Hazardous Waste – Non-District

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

Command Center

Administration
Utility Services



Operating Budget Expenditures

COO – Command Center – Budget – Summary

Description

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

Budget Commentary

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

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

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

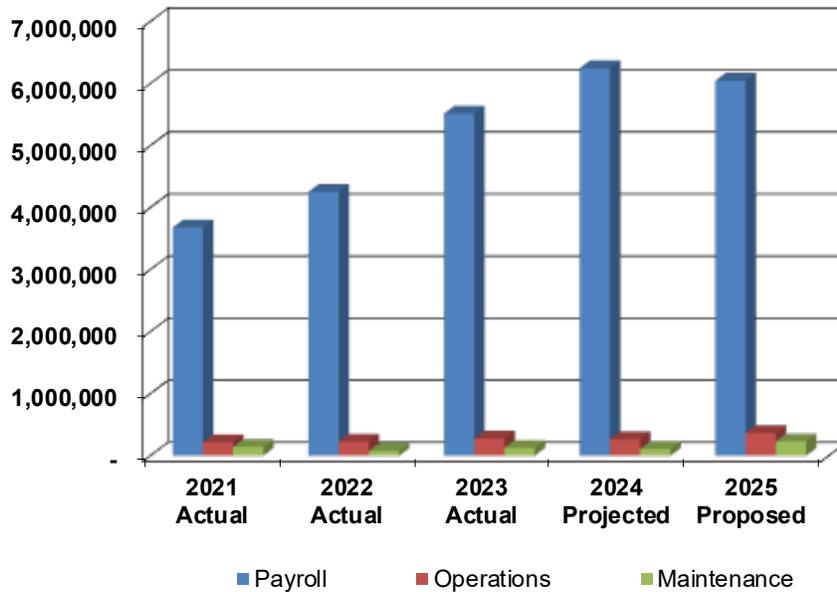
COO – Command Center – Budget – Summary

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

Operating Budget Expenditures

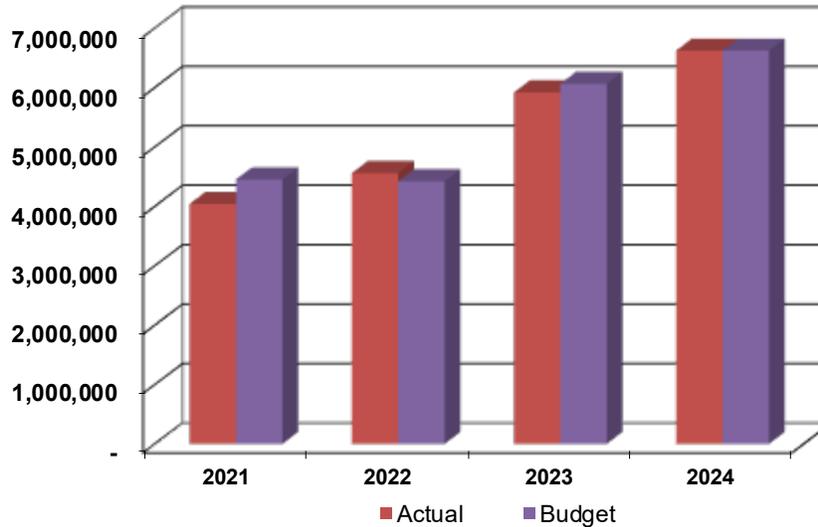
COO – Command Center – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

COO – Command Center – Administration**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2320010010

COO – Command Center – Administration

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

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

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

Utility Services also coordinates private fire hydrant maintenance, water meter installation, dye testing, and investigations. In addition, the activity is responsible for the Cross-connection inspection of all required facilities with the MDC service area. Cross Connections maintains a database with facility, device, and testing information. The yearly DPH report is compiled with this information and is submitted on behalf of the MDC.

Budget Commentary

The proposed Utility Services department budget for 2025 totals \$3,816,703 a decrease of \$157,800 or 4.0% below the prior year's appropriation. There are decreases in the budgeted positions in 2025.

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

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

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

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

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

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

Operating Budget Expenditures

2320010020

COO – Command Center – Utility Services

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	2,888,035	3,488,903	3,223,653	(265,250)	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	190,000	191,075	191,075	-	
501050	Overtime 200%	-	-	25,000	25,000	
501020	Temporary Pay	-	-	5,000	5,000	
501060	Standby & Premium Pay	9,000	30,000	40,000	10,000	
501070	Longevity Pay	11,050	11,325	10,975	(350)	
	Total Payroll	3,098,085	3,721,303	3,495,703	(225,600)	-6.1%
	<i>Operations</i>					
511010	Clothing Allowance	8,000	28,400	30,000	1,600	
511030	Meals Allowance	800	800	2,000	1,200	
511070	Employee Reimbursement	-	1,500	1,500	-	
511100	Seminars & Conventions	2,500	500	3,500	3,000	
511220	Dues & Memberships	3,000	1,000	1,000	-	
512360	Call Before You Dig Fee	104,000	100,000	120,000	20,000	
513010	Office Supplies	1,000	8,000	10,000	2,000	
513400	Small Tools & Equipment	3,000	3,000	3,000	-	
513690	Materials From Stock	15,000	30,000	30,000	-	
	Total Operations	137,300	173,200	201,000	27,800	16.1%
	<i>Maintenance</i>					
521080	Tool & Work Equipment	150,000	80,000	120,000	40,000	
	Total Maintenance	150,000	80,000	120,000	40,000	50.0%
	Total Expenditure Classification	3,385,385	3,974,503	3,816,703	(157,800)	-4.0%

Funding Allocation

Sewer Allocation 34%	1,151,000	1,351,331	1,297,679	(53,652)	
Water Allocation 66%	2,234,385	2,623,172	2,519,024	(104,148)	
Total Funding Allocation	3,385,385	3,974,503	3,816,703	(157,800)	-4.0%

Authorized Positions

Construction & Utility Svces Supv.	3	3	4	1	
Comm Center Utility Serv Admin	-	2	1	(1)	
Administrative Clerk	1	3	3	-	
Assistant Util Maint Supt	1	1	1	-	
Cross Connection Tech 1	1	1	1	-	
Cross Connection Tech 2	3	3	2	(1)	
Engineering Technician 2	3	2	4	2	
Environmental Analyst 2	1	-	-	-	
Senior Engineering Technician	-	-	1	1	
Senior Utility Services Technician	1	2	1	(1)	
Utility Maintenance Supervisor	-	1	1	-	
Utility Services Eng Technician	13	14	9	(5)	
Total Authorized Positions	27	32	28	(4)	-12.5%

Operations

Administration
Systems Repair & Maintenance



Operating Budget Expenditures

COO – Operations – Budget Summary

Description

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

Budget Commentary

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

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

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

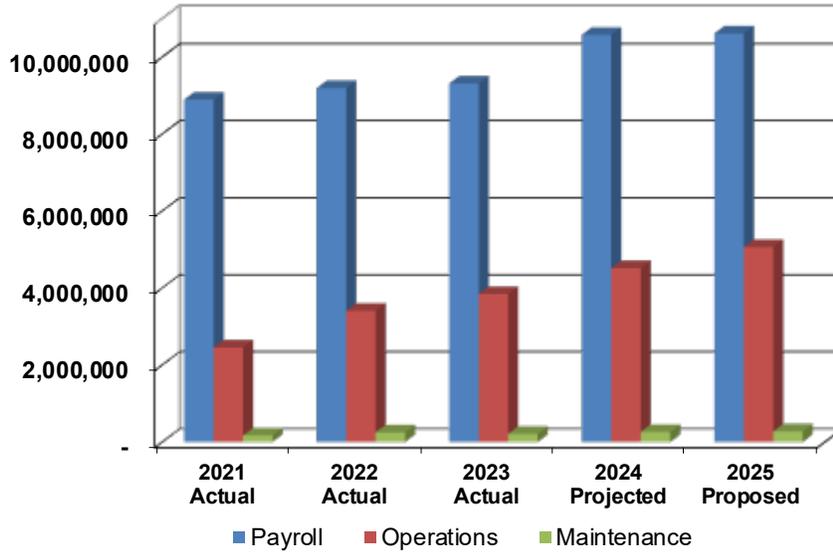
COO – Operations – Budget Summary

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

Operating Budget Expenditures

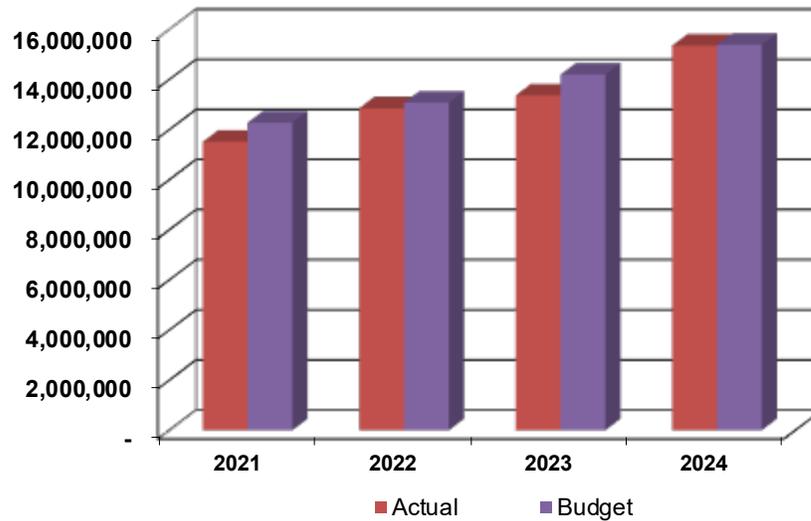
COO – Operations – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

COO – Operations – Administration**Description**

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

Budget Commentary

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

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

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

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

Operating Budget Expenditures

2330010010

COO – Operations – Administration

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

COO – Operations – Systems Repair & Maintenance**Description**

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

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

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

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2330010020

COO – Operations – Systems Repair & Maintenance

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

Operating Budget Expenditures

2330010020

COO – Operations – Systems Repair & Maintenance

<i>Authorized Positions</i>	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
Administrative Clerk	1	1	1	-	
Asst Utility Maint Supt.	2	2	2	-	
Customer Service Maintainer 1	3	3	3	-	
Equipment Operator 1	7	7	7	-	
Hydrant Maintainer 1	2	1	1	-	
Hydrant Maintainer 2	1	1	1	-	
Meter Reader 1	2	2	2	-	
Meter Reader 2	1	1	1	-	
Meter Reading Crew Leader	1	-	-	-	
Senior Clerk	1	-	-	-	
Sr. Utility Maint. Crew Leader	1	1	1	-	
Sr. Utility Maint. Supervisor	5	4	4	-	
Utility Maintenance Crew Leader	5	6	5	(1)	
Utility Maintenance Supervisor	8	9	9	-	
Utility Maintenance Superintendent	1	1	1	-	
Utility Maintainer 1	16	14	18	4	
Utility Maintainer 2	24	26	23	(3)	
Utility Operations Shift Maintainer	1	1	1	-	
Utility Svcs. Monitoring Technician 1	-	1	1	-	
Utility Sys. Monitoring Technician 1	1	1	1	-	
Utility Sys. Monitoring Technician 2	6	5	5	-	
Total Authorized Positions	89	87	87	-	0.0%

Laboratory Services

Administration
Operations



Operating Budget Expenditures

COO – Laboratory Services – Budget Summary

Description

The Laboratory Services Department is responsible for the extensive testing and analysis of the District's water and wastewater at various locations and at various stages in the process. The Laboratory Services Department conducts more than 140,000 physical chemical and bacteriological tests annually.

Budget Commentary

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

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

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

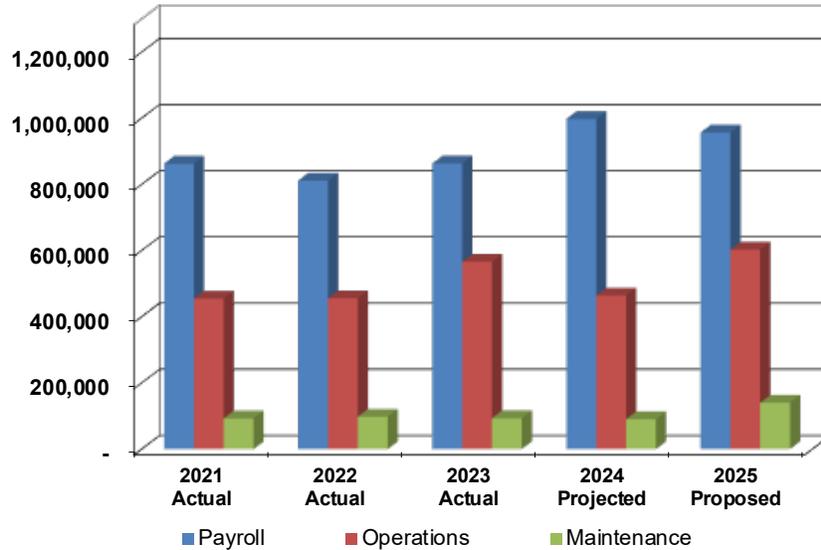
COO – Laboratory Services – Budget Summary

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

Operating Budget Expenditures

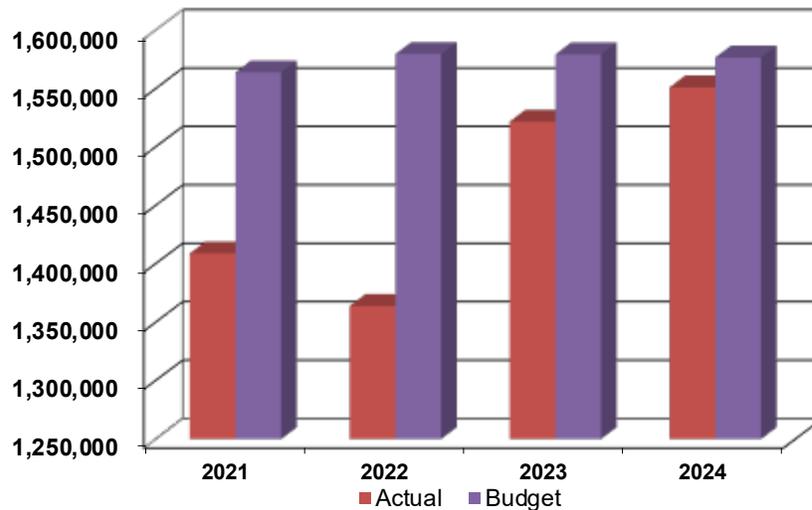
COO – Laboratory Services – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

COO – Laboratory Services – Administration**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2230010010

COO – Laboratory Services – Administration

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

COO – Laboratory Services – Operations**Description**

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

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

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

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

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

COO – Laboratory Services – Operations**Budget Commentary**

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

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

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

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

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

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

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

Operating Budget Expenditures

2230010020

COO – Laboratory Services – Operations

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

Water Pollution Control

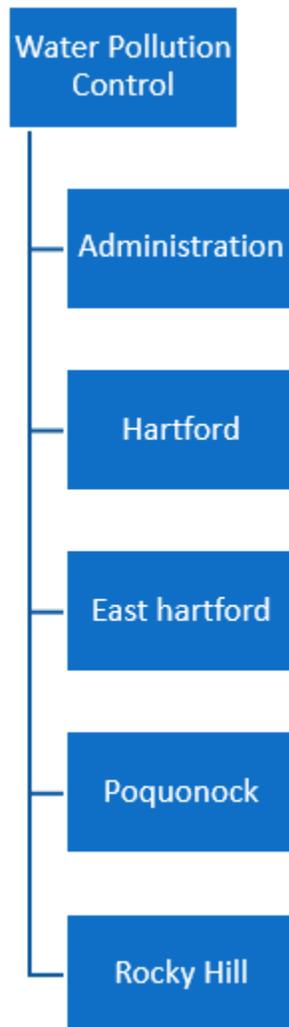
Administration

Hartford

East Hartford

Poquonock

Rocky Hill



Operating Budget Expenditures

COO – Water Pollution Control – Budget Summary

Description

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

Budget Commentary

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

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

Funding Allocation

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

Authorized Positions

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

Operating Budget Expenditures

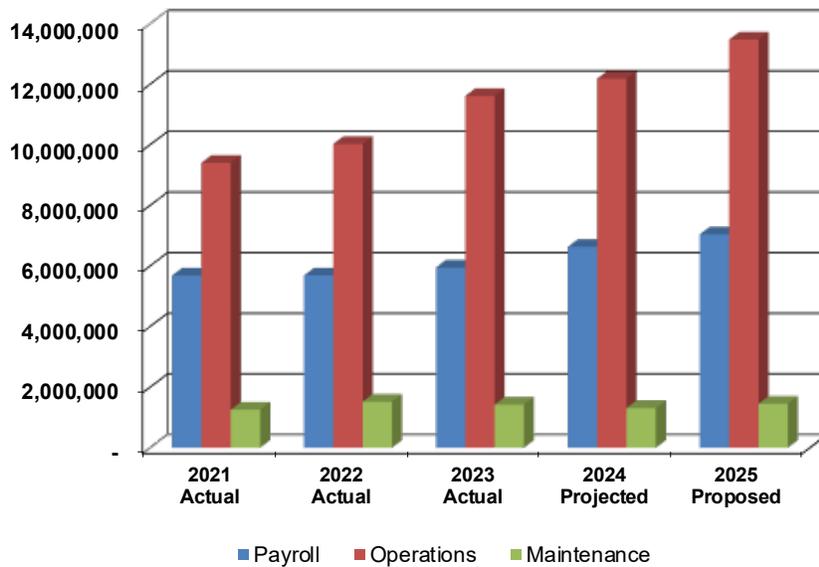
COO – Water Pollution Control – Budget Summary

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

Operating Budget Expenditures

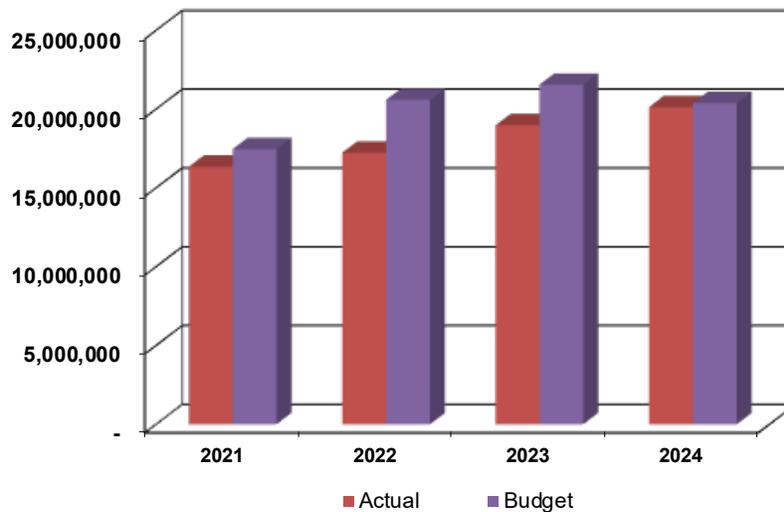
COO – Water Pollution Control – Expenditure Summary

Expenditures by Category



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

Expenditures versus Budget



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

COO – Water Pollution Control – Administration**Description**

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2220010010

COO – Water Pollution Control – Administration

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

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

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

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

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

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2220010020

COO – Water Pollution Control – Hartford

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	4,079,110	4,258,921	4,350,386	91,465	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	304,000	326,762	340,000	13,238	
501050	Overtime 200%	128,000	134,000	134,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	105,000	110,000	114,000	4,000	
501070	Longevity Pay	1,475	20,595	19,445	(1,150)	
	<i>Total Payroll</i>	4,617,585	4,850,278	4,957,831	107,553	2.2%
	<i>Operations</i>					
511010	Clothing Allowance	43,000	72,000	72,000	-	
511030	Meals Allowance	2,200	-	-	-	
511050	Employee Education Program	6,000	6,000	6,250	250	
511070	Employee Reimbursement	-	-	2,000	2,000	
512050	Custodial Services	8,300	8,300	8,300	-	
512080	Outside Services	77,000	123,000	123,000	-	
512400	Disposal/Removal Fees	244,000	300,000	356,800	56,800	
512410	Refuse Collection & Disposal	36,000	38,000	38,000	-	
512420	Incinerator Ash Disposal	793,000	793,000	780,000	(13,000)	
512850	DEEP Nitrogen Credits	375,000	325,000	325,000	-	
513010	Office Supplies	5,800	5,800	5,800	-	
513020	Janitorial Supplies	9,500	2,500	6,500	4,000	
513080	Communication Equipment & Supp.	4,000	4,000	4,000	-	
513140	Electrical Supplies	3,700	3,700	3,700	-	
513160	Chemical/Oil Spill Supplies	2,000	2,000	2,000	-	
513400	Small Tools & Equipment	4,100	4,100	4,100	-	
513690	Materials From Stock	740,000	940,000	1,150,000	210,000	
513710	Fuel	2,603,000	1,740,000	1,550,000	(190,000)	
513740	Oil & Lubricants	4,000	4,000	4,000	-	
514010	Electricity	4,600,000	4,370,000	5,324,000	954,000	
515010	Aluminum Sulfate	92,000	92,500	95,000	2,500	
515060	Sodium Hypochlorite	64,000	44,300	48,000	3,700	
515080	Polymers	1,400,000	1,206,000	1,200,000	(6,000)	
515140	Water Treatment Chemicals	36,000	24,600	36,000	11,400	
515320	Odor Control Chemicals	32,000	27,000	40,000	13,000	
519100	Printing	1,000	1,000	1,000	-	
523140	Other Equipment Rental	32,000	32,000	32,000	-	
	<i>Total Operations</i>	11,217,600	10,168,800	11,217,450	1,048,650	10.3%
	<i>Maintenance</i>					
521080	Tool & Work Equipment	6,000	6,000	6,000	-	
521100	Treatment Equipment	992,000	992,000	1,000,000	8,000	
	<i>Total Maintenance</i>	998,000	998,000	1,006,000	8,000	0.8%
	<i>Total Expenditure Classification</i>	16,833,185	16,017,078	17,181,281	1,164,203	7.3%
	<i>Funding Allocation</i>					
	Sewer Allocation 100%	16,833,185	16,017,078	17,181,281	1,164,203	
	Water Allocation 0%	-	-	-	-	
	<i>Total Funding Allocation</i>	16,833,185	16,017,078	17,181,281	1,164,203	7.3%

Operating Budget Expenditures

2220010020

COO – Water Pollution Control – Hartford

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

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

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2220010030

COO – Water Pollution Control – East Hartford

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

Funding Allocation

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

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

COO – Water Pollution Control – Poquonock**Description**

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

Budget Commentary

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

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

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

Operations: Increase of \$56,900 or 12.6% above the prior year's appropriation.

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

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

Operating Budget Expenditures

2220010040

COO – Water Pollution Control – Poquonock

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

COO – Water Pollution Control – Rocky Hill

Description

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

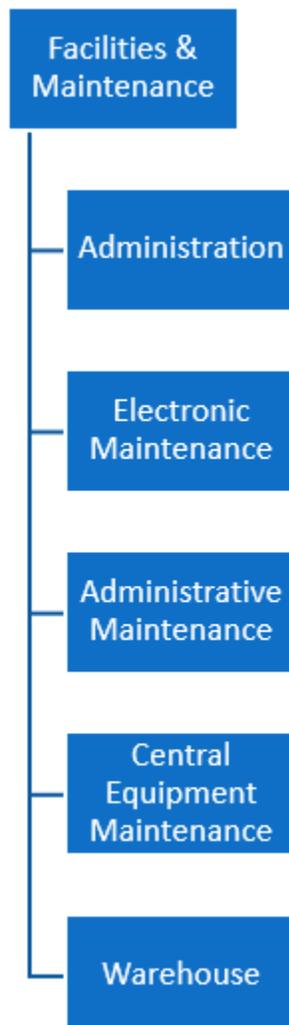
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COO – Water Pollution Control – Rocky Hill

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
<i>Payroll</i>						
501010	Regular Pay	490,235	490,670	596,594	105,924	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	30,000	30,000	30,000	-	
501050	Overtime 200%	10,000	10,000	10,000	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	5,100	5,300	5,400	100	
501070	Longevity Pay	275	2,170	2,170	-	
	Total Payroll	535,610	538,140	644,164	106,024	19.7%
<i>Operations</i>						
511010	Clothing Allowance	4,000	7,200	7,200	-	
511030	Meals Allowance	200	-	-	-	
512050	Custodial Services	2,000	2,000	2,000	-	
512080	Outside Services	400	400	400	-	
512400	Disposal/Removal Fees	35,600	39,000	39,000	-	
512410	Refuse Collection & Disposal	2,500	2,500	2,500	-	
512710	Outside Testing & Lab Services	1,000	-	-	-	
512850	DEEP Nitrogen Credits	20,000	20,000	20,000	-	
513010	Office Supplies	1,800	1,800	1,800	-	
513020	Janitorial Supplies	3,000	3,000	3,000	-	
513400	Small Tools & Equipment	2,500	2,500	2,500	-	
513690	Materials From Stock	30,000	40,000	42,000	2,000	
513720	Diesel Fuel	41,200	27,500	29,500	2,000	
513740	Oil & Lubricants	2,000	-	-	-	
514010	Electricity	535,000	435,500	462,000	26,500	
515060	Sodium Hypochlorite	-	-	30,000	30,000	
515030	Chlorine	25,100	18,200	-	(18,200)	
	Total Operations	706,300	599,600	641,900	42,300	7.1%
<i>Maintenance</i>						
521020	Safety Equipment	3,000	3,000	3,000	-	
521080	Tool & Work Equipment	3,300	3,300	3,300	-	
521100	Treatment Equipment	100,000	100,000	105,000	5,000	
	Total Maintenance	106,300	106,300	111,300	5,000	4.7%
	Total Expenditure Classification	1,348,210	1,244,040	1,397,364	153,324	12.3%
<i>Funding Allocation</i>						
	Sewer Allocation 100%	1,348,210	1,244,040	1,397,364	153,324	
	Water Allocation 0%	-	-	-	-	
	Total Funding Allocation	1,348,210	1,244,040	1,397,364	153,324	12.3%
<i>Authorized Positions</i>						
	WPC Crew Leader 1	1	1	1	-	
	WPC Plant Operator 2	3	3	3	-	
	WPC Plant Operator Trainee	-	-	1	1	
	WPC Satellite Plant Supervisor	1	1	1	-	
	Total Authorized Positions	5	5	6	1	20.0%

Facilities & Maintenance

Administration
Electronic Maintenance
Administrative Maintenance
Central Equipment Maintenance
Warehouse



Operating Budget Expenditures

COO – Facilities & Maintenance – Budget Summary

Description

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

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

Budget Commentary

The Maintenance proposed budget for 2025 is \$13,701,120, which is \$604,129 or 4.6% above the prior year's appropriation in support of current year programs and operations. Budget details regarding the activity and departments are provided on succeeding pages. There is a decrease in the budgeted positions in 2025.

Operating Budget Expenditures

COO – Facilities & Maintenance – Budget Summary

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

Operating Budget Expenditures

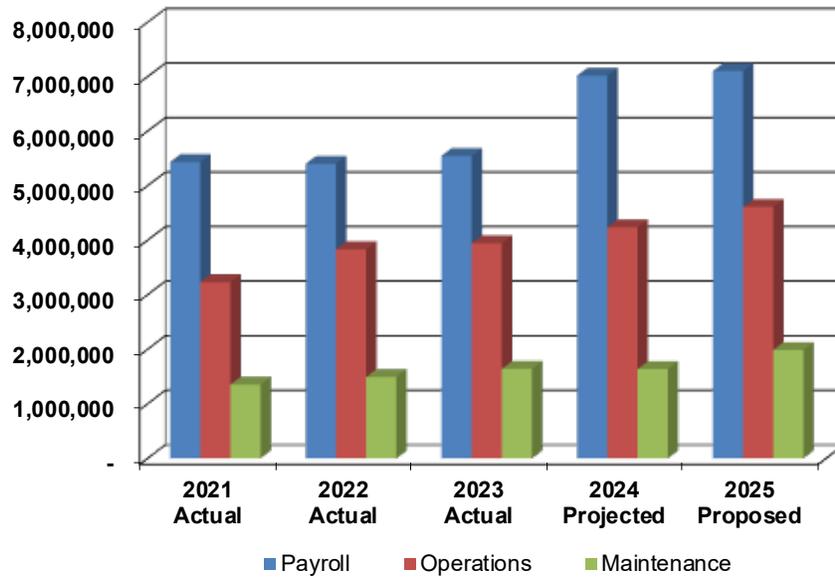
COO – Facilities & Maintenance – Budget Summary

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

Operating Budget Expenditures

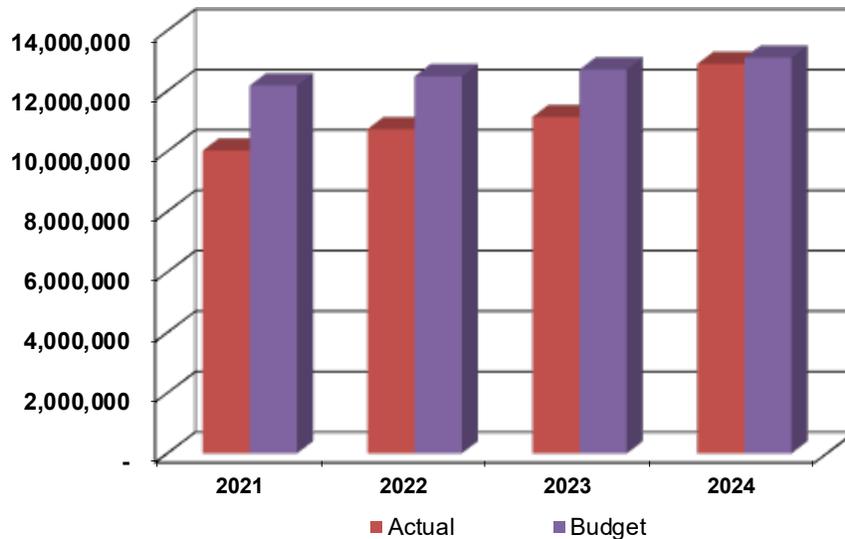
COO – Facilities & Maintenance – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

COO – Facilities & Maintenance – Administration**Description**

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2240010010

COO – Facilities & Maintenance – Administration

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

COO – Facilities & Electronic – Maintenance

Description

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

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

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2240010020

COO – Facilities & Electronic – Maintenance

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

COO – Administrative Facilities – Maintenance**Description**

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2240010030

COO – Administrative Facilities – Maintenance

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

COO – Central Equipment – Maintenance**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2240010040

COO – Central Equipment – Maintenance

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

Operating Budget Expenditures

2240010040

COO – Central Equipment – Maintenance

Authorized Positions	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
Administrative Assistant	1	1	1	-	
Assistant Fleet Superintendent	-	1	-	(1)	
Equipment Fabricator	1	1	1	-	
Fleet Supervisor	1	1	1	-	
Fleet Superintendent	1	-	1	1	
Stock Svces CL OOC	1	1	-	(1)	
Vehicle and Equip. Mechanic	7	7	9	2	
Vehicle and Equipment Mechanic 2	-	1	-	(1)	
Vehicle and Equip. Rep. Crew Leader	2	2	2	-	
Total Authorized Positions	14	15	15	-	0.0%

COO – Warehouse**Description**

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2240010050

COO – Warehouse

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

Water Treatment & Supply

Administration

Water Treatment

West Hartford

Bloomfield

Facilities & Ground Maintenance

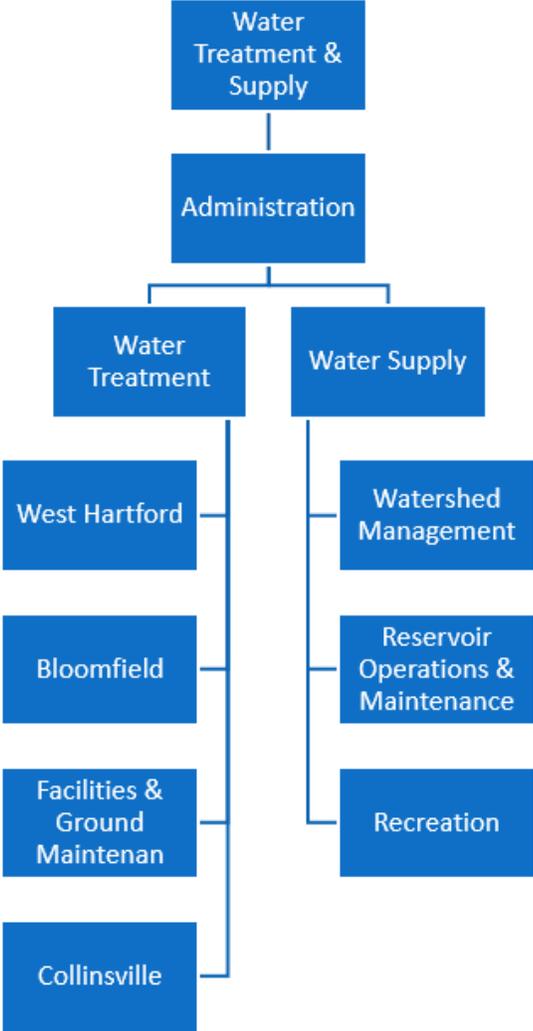
Collinsville

Water Supply

Watershed Maintenance

Reservoir Operations & Maintenance

Recreation



Operating Budget Expenditures

COO – Water Treatment & Supply – Budget Summary

Description

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

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

Budget Commentary

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

Operating Budget Expenditures

COO – Water Treatment & Supply – Budget Summary

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

Operating Budget Expenditures

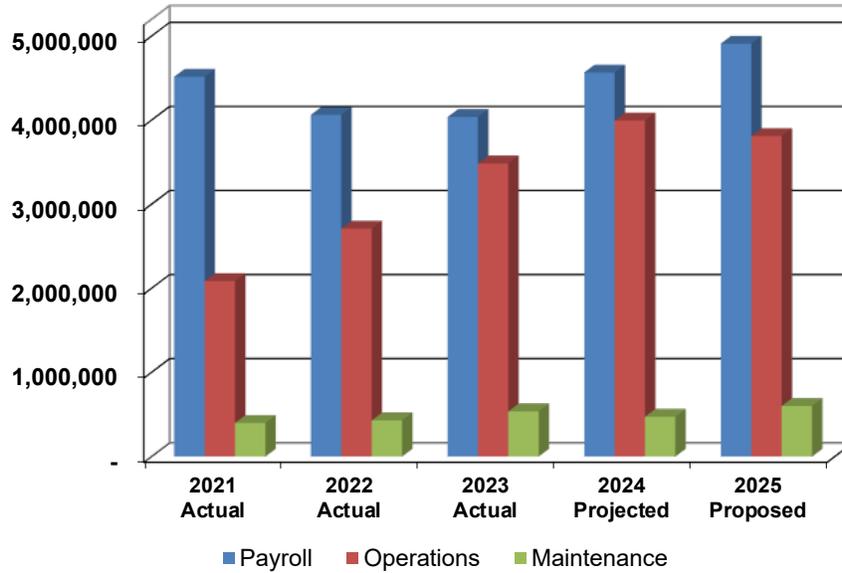
COO – Water Treatment & Supply – Budget Summary

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

Operating Budget Expenditures

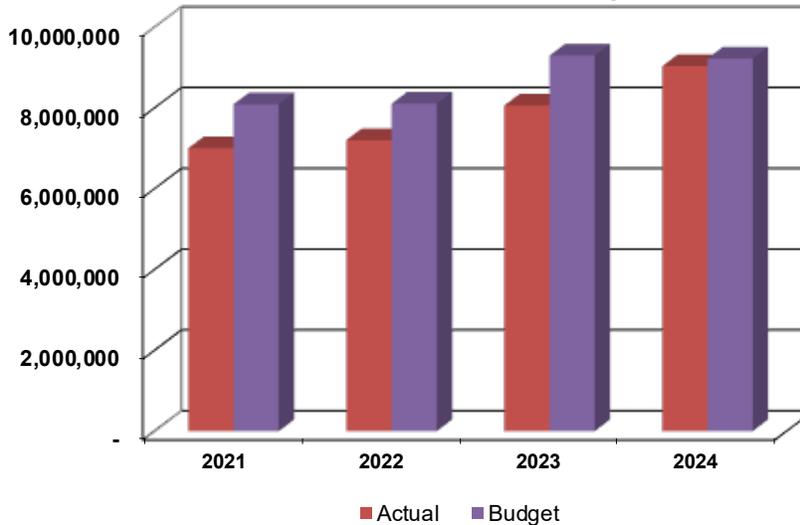
COO – Water Treatment & Supply – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

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

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2210010010

COO – Water Treatment & Supply – Administration

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

COO – Water Treatment – West Hartford**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2210020010

COO – Water Treatment – West Hartford

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	929,922	789,907	864,748	74,841	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	100,000	110,928	110,000	(928)	
501050	Overtime 200%	35,000	40,000	40,000	-	
501020	Temporary Pay	-	1,500	-	(1,500)	
501060	Standby & Premium Pay	25,300	26,300	26,500	200	
501070	Longevity Pay	2,250	4,710	3,140	(1,570)	
	<i>Total Payroll</i>	1,092,472	973,345	1,044,388	71,043	7.3%
	<i>Operations</i>					
511010	Clothing Allowance	7,500	15,500	7,100	(8,400)	
511030	Meals Allowance	500	-	-	-	
512080	Outside Services	315,000	330,000	452,000	122,000	
512410	Refuse Collection & Disposal	6,800	9,000	10,000	1,000	
513020	Janitorial Supplies	1,000	1,000	1,000	-	
513120	Safety Supplies	1,000	1,500	1,500	-	
513140	Electrical Supplies	1,000	-	-	-	
513160	Chemical/Oil Spill Supplies	1,000	-	-	-	
513170	Bedwash Supplies	30,000	30,000	30,000	-	
513400	Small Tools & Equipment	3,500	3,500	3,500	-	
513690	Materials From Stock	7,500	8,000	8,000	-	
513710	Fuel	75,000	77,000	82,000	5,000	
513720	Diesel Fuel	2,800	-	2,000	2,000	
514010	Electricity	286,000	225,000	250,000	25,000	
515020	Sodium Hydroxide	476,600	411,500	345,000	(66,500)	
515050	Hydrofluosilicic Acid	125,500	132,400	126,000	(6,400)	
515060	Sodium Hypochlorite	318,500	278,000	340,000	62,000	
515100	Orthophosphate	482,800	608,200	280,000	(328,200)	
511070	Employee Reimbursement	-	-	500	500	
	<i>Total Operations</i>	2,142,000	2,130,600	1,938,600	(192,000)	-9.0%
	<i>Maintenance</i>					
521020	Safety Equipment	500	-	-	-	
521070	Pump Station Equipment	1,500	-	-	-	
521080	Tool & Work Equipment	4,000	-	-	-	
521100	Treatment Equipment	79,900	100,000	125,000	25,000	
522010	Facilities R&M	10,000	30,000	40,000	10,000	
	<i>Total Maintenance</i>	95,900	130,000	165,000	35,000	26.9%
	<i>Total Expenditure Classification</i>	3,330,372	3,233,945	3,147,988	(85,957)	-2.7%
	<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	3,330,372	3,233,945	3,147,988	(85,957)	
	<i>Total Funding Allocation</i>	3,330,372	3,233,945	3,147,988	(85,957)	-2.7%

Operating Budget Expenditures

2210020010

COO – Water Treatment – West Hartford

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

COO – Water Treatment – Bloomfield**Description**

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

Budget Commentary

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

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

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

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

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

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

Operating Budget Expenditures

2210020020

COO – Water Treatment – Bloomfield

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

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

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

Budget Commentary

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

Payroll: Increase of \$80,893 or 9.5% above the prior year's appropriation.

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

Operations: Decrease of \$2,000 or 3.5% below the prior year's appropriation.

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

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

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

Operating Budget Expenditures

2210020030

COO – Water Treatment – Facilities & Grounds Maintenance

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

COO – Water Treatment – Collinsville

Description

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

2210020040

COO – Water Treatment – Collinsville

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

COO – Watershed Management

Description

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2210030010

COO – Watershed Management

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	251,850	241,312	259,036	17,724	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	10,000	10,000	-	(10,000)	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	275	375	375	-	
	Total Payroll	262,125	251,687	259,411	7,724	3.1%
	<i>Operations</i>					
511010	Clothing Allowance	2,500	2,000	2,000	-	
512080	Outside Services	42,000	42,000	42,000	-	
512350	Ground Care	25,000	25,000	25,000	-	
512840	Licenses & Registration	600	1,200	1,000	(200)	
513160	Chemical/Oil Spill Supplies	2,500	1,100	1,100	-	
513400	Small Tools & Equipment	5,000	5,000	5,000	-	
519100	Printing	700	1,500	1,500	-	
	Total Operations	78,300	77,800	77,600	(200)	-0.3%
	<i>Maintenance</i>					
521010	Land Equipment	8,000	6,100	-	(6,100)	
521080	Tool & Work Equipment	3,000	3,000	9,000	6,000	
	Total Maintenance	11,000	9,100	9,000	(100)	-1.1%
	Total Expenditure Classification	351,425	338,587	346,011	7,424	2.2%
	<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	351,425	338,587	346,011	7,424	
	Total Funding Allocation	351,425	338,587	346,011	7,424	2.2%
	<i>Authorized Positions</i>					
	Forester	1	1	1	-	
	Natural Resources Administrator	1	1	1	-	
	Total Authorized Positions	2	2	2	-	0.0%

COO – Reservoir Operations & Maintenance**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2210030020

COO – Reservoir Operations & Maintenance

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<i>Payroll</i>					
501010	Regular Pay	940,498	862,105	1,010,875	148,770	
501030	Overtime 100%	-	-	-	-	
501040	Overtime 150%	60,000	60,134	60,000	(134)	
501050	Overtime 200%	40,000	40,000	40,000	-	
501020	Temporary Pay	15,000	15,000	15,000	-	
501060	Standby & Premium Pay	500	500	4,000	3,500	
501070	Longevity Pay	825	2,820	3,095	275	
	Total Payroll	1,056,823	980,559	1,132,970	152,411	15.5%
	<i>Operations</i>					
511010	Clothing Allowance	10,000	14,600	14,600	-	
511030	Meals Allowance	300	-	-	-	
512050	Custodial Services	19,500	18,000	18,000	-	
512080	Outside Services	65,000	65,000	65,000	-	
512310	Permits	300	-	-	-	
512390	Riparian	275,000	275,000	275,000	-	
512410	Refuse Collection & Disposal	3,000	4,500	4,500	-	
512440	Septic Tank Pumping	2,000	-	-	-	
513690	Materials From Stock	5,000	4,000	4,000	-	
513710	Fuel	120,000	70,000	75,000	5,000	
514010	Electricity	130,000	85,000	90,000	5,000	
515310	Fertilizer & Weed Control Chemicals	15,000	10,000	10,000	-	
523140	Other Equipment Rental	17,000	12,000	12,000	-	
	Total Operations	662,100	558,100	568,100	10,000	1.8%
	<i>Maintenance</i>					
521010	Land Equipment	25,000	20,000	20,000	-	
521080	Tool & Work Equipment	33,000	25,000	20,000	(5,000)	
521170	Mains & Manholes Equipment	8,000	8,000	4,000	(4,000)	
521180	Fire Equipment	3,000	3,000	3,000	-	
522010	Facilities R&M	48,000	48,000	48,000	-	
522110	Reservoir R&M	80,000	70,000	70,000	-	
522120	Service Roads R&M	50,000	50,000	50,000	-	
	Total Maintenance	247,000	224,000	215,000	(9,000)	-4.0%
	Total Expenditure Classification	1,965,923	1,762,659	1,916,070	153,411	8.7%
	<i>Funding Allocation</i>					
	Sewer Allocation 0%	-	-	-	-	
	Water Allocation 100%	1,965,923	1,762,659	1,916,070	153,411	
	Total Funding Allocation	1,965,923	1,762,659	1,916,070	153,411	8.7%
	Authorized Positions					
	Facility Maintenance Crew Leader	1	1	1	-	
	Facility Maintainer 1	2	4	4	-	
	Facility Maintainer 2	4	2	1	(1)	
	Hydroelectric Plant Supervisor	1	1	3	2	
	Water Supply Maintainer 2	1	-	-	-	
	Sr Water Supply Maintenance Supv.	1	1	1	-	
	Total Authorized Positions	10	9	10	1	11.1%

COO – Recreation**Description**

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

Budget Commentary

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

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

- No changes are anticipated in 2025.

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

- No changes are anticipated in 2025.

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

- No changes are anticipated in 2025.

Operating Budget Expenditures

2210030030

COO – Recreation

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

Patrol

Administration
Recreation



Operating Budget Expenditures

COO – Patrol – Budget Summary

Description

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

Budget Commentary

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

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

Funding Allocations

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

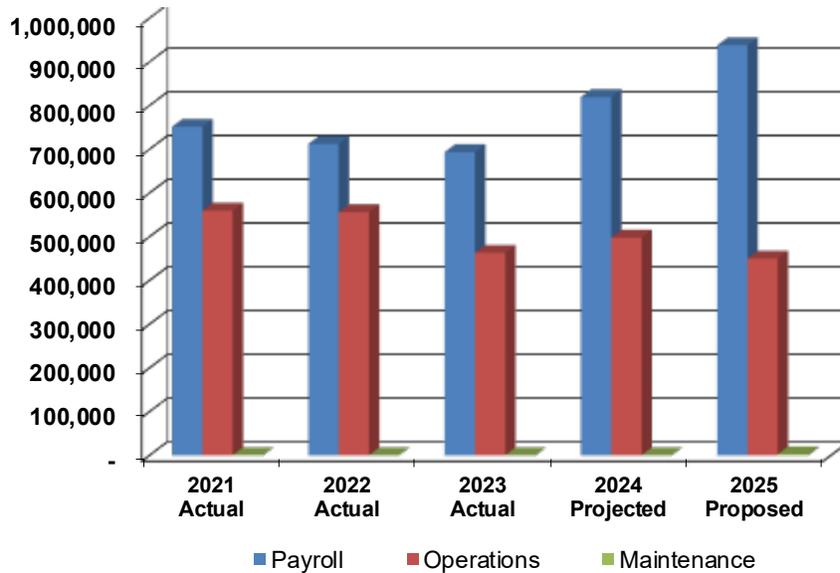
Authorized Positions

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

Operating Budget Expenditures

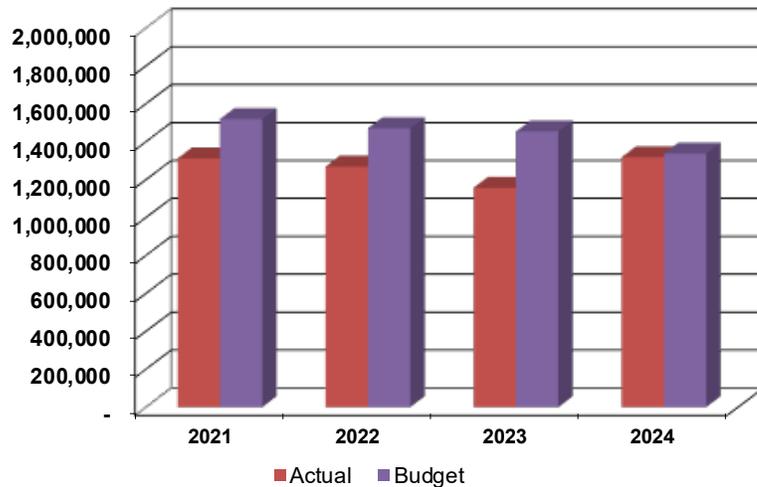
COO – Patrol – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

COO – Patrol – Administration**Description**

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

Budget Commentary

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

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

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

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

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

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

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

Operating Budget Expenditures

2340010010

COO – Patrol – Administration

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

COO – Patrol – Recreation

Description

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

Budget Commentary

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

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

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

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

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

Operating Budget Expenditures

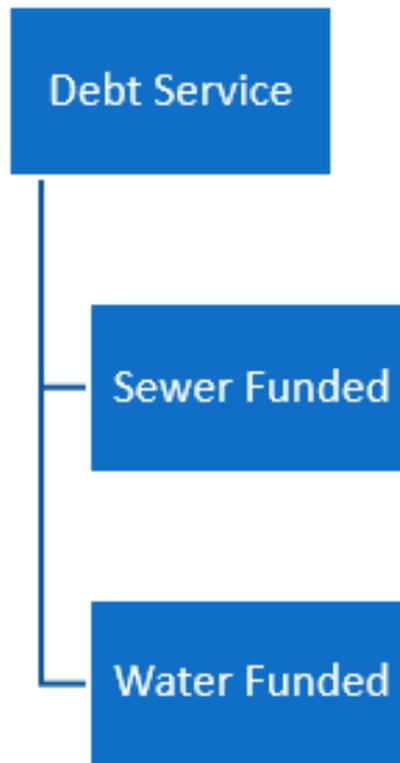
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COO – Patrol – Recreation

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

Debt Service

Sewer Funded
Water Funded



Debt Service – Budget Summary

Description

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

Budget Commentary

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

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

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

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

Operating Budget Expenditures

7000010010

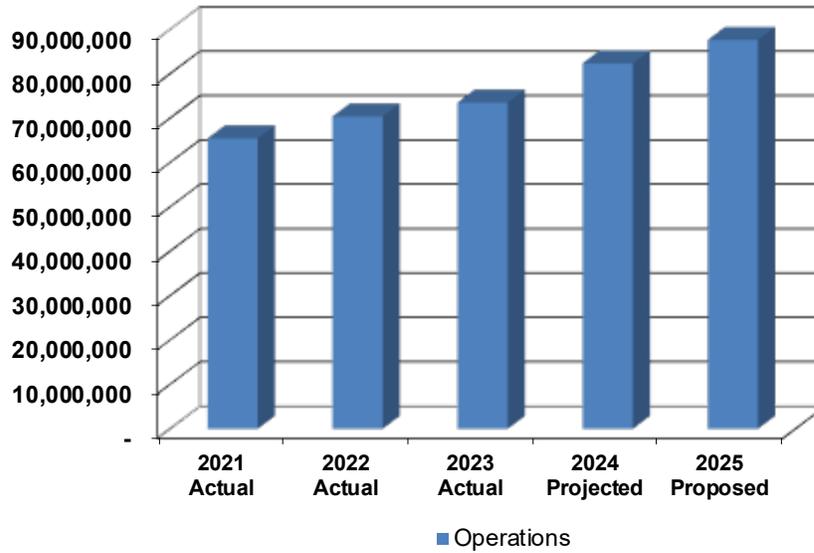
Debt Service – Budget Summary

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

Operating Budget Expenditures

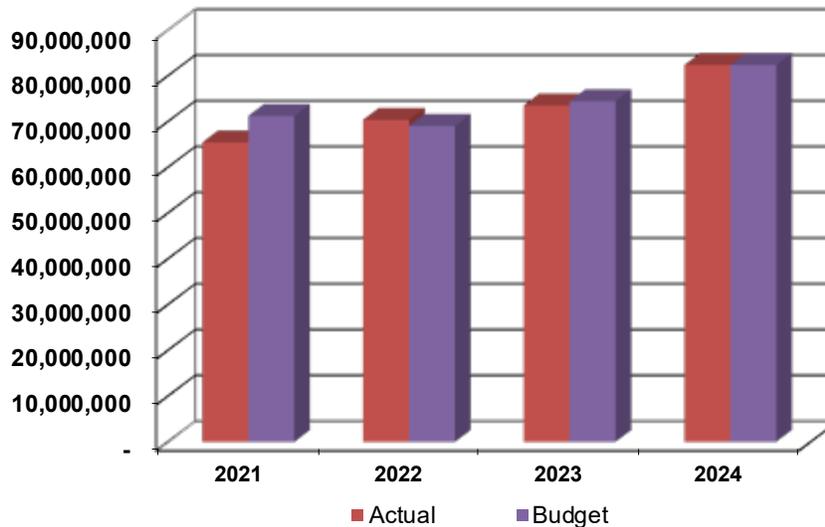
Debt Service – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

Operating Budget Expenditures

7000010010

Debt Service - Sewer

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

Operating Budget Expenditures

7000010010

Debt Service - Water

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

Employee Benefits

Employee Benefits – Budget Summary

Description

The Employee Benefits department comprises all direct costs for employee medical insurance and other employee benefits. The District provides a comprehensive medical insurance program for all of its full-time employees, a major element of the fringe benefit package, and for retirees. The District provides a defined benefit pension program for all full-time employees. The pension plan requires employees to contribute a specified percentage of their weekly wages (excluding overtime) to the pension fund, while the District contributes the balance needed to maintain an actuarially sound fund. In addition, this budget reflects the District's costs for Social Security and Unemployment Compensation Insurance.

Budget Commentary

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

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

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

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

Operating Budget Expenditures

7100010010

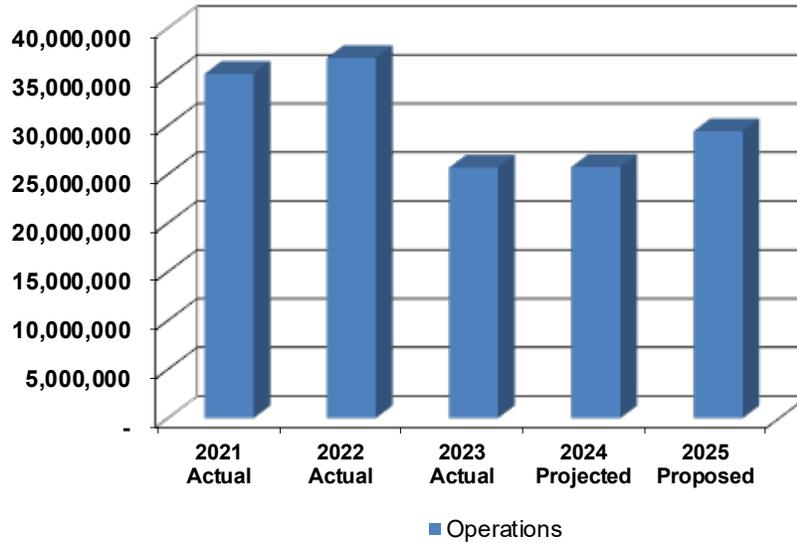
Employee Benefits – Budget Summary

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

Operating Budget Expenditures

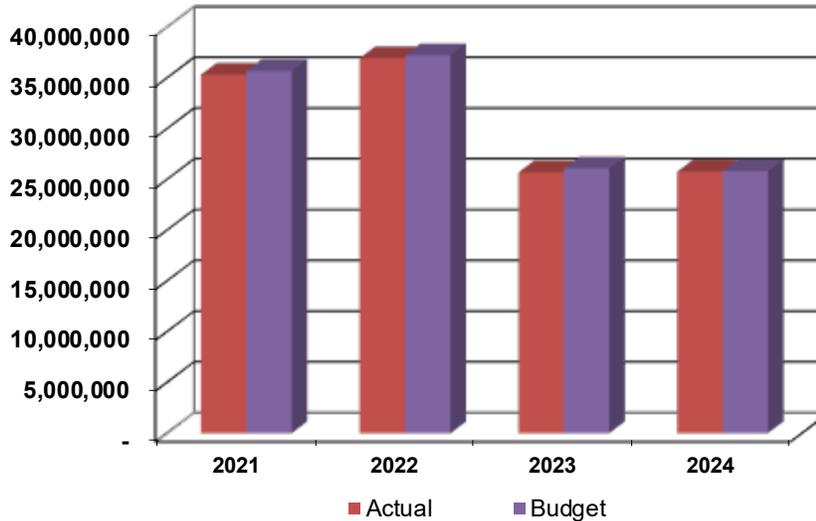
Employee Benefits – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

General Insurance

General Insurance – Budget Summary

Description

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

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

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

Budget Commentary

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

Operations: Decrease of \$81,043 or 3.3% below the prior year's appropriation.

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

Operating Budget Expenditures

7200010010

General Insurance – Budget Summary

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

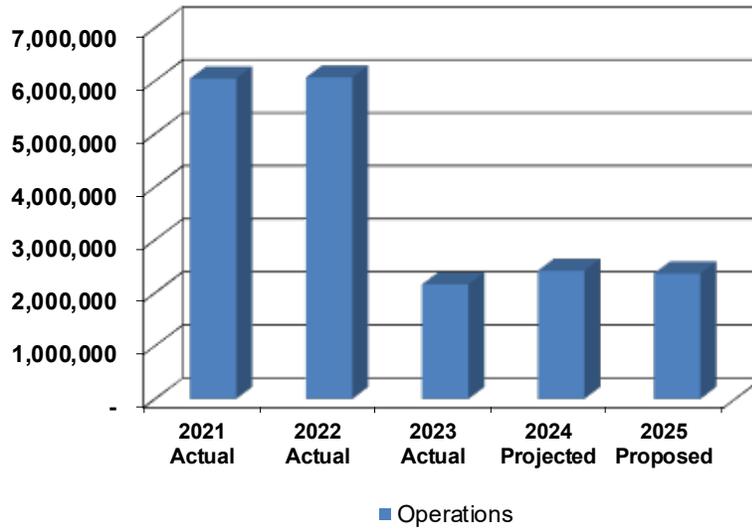
General Insurance – Budget Summary

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

Operating Budget Expenditures

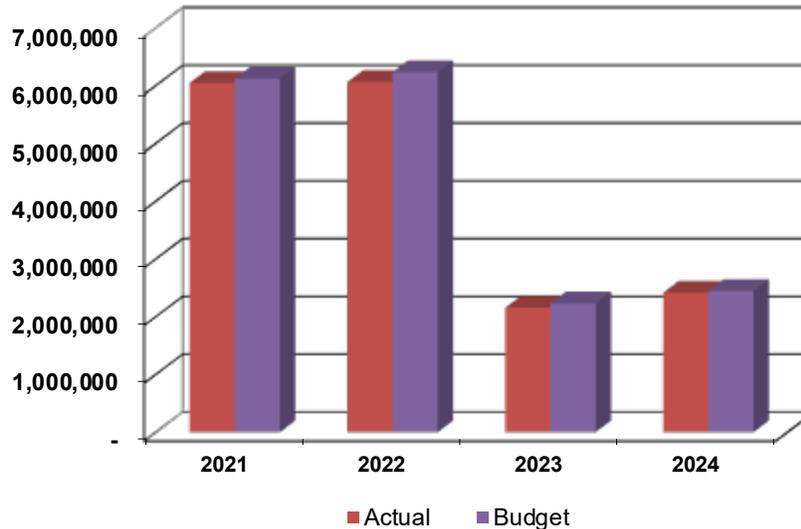
General Insurance – Expenditure History

Expenditures by Category



	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Proposed
Operations	6,042,313	6,062,647	2,157,399	2,415,475	2,365,193
Total	6,042,313	6,062,647	2,157,399	2,415,475	2,365,193

Expenditures versus Budget



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

Taxes & Fees

Operating Budget Expenditures

7300010010

Taxes & Fees – Budget Summary

Description

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

Budget Commentary

The Taxes and Fees budget for 2025 remains unchanged at \$3,810,500. There are no budgeted positions in 2025, unchanged from the prior year.

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

- The budget is unchanged for 2025.

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

Operating Budget Expenditures

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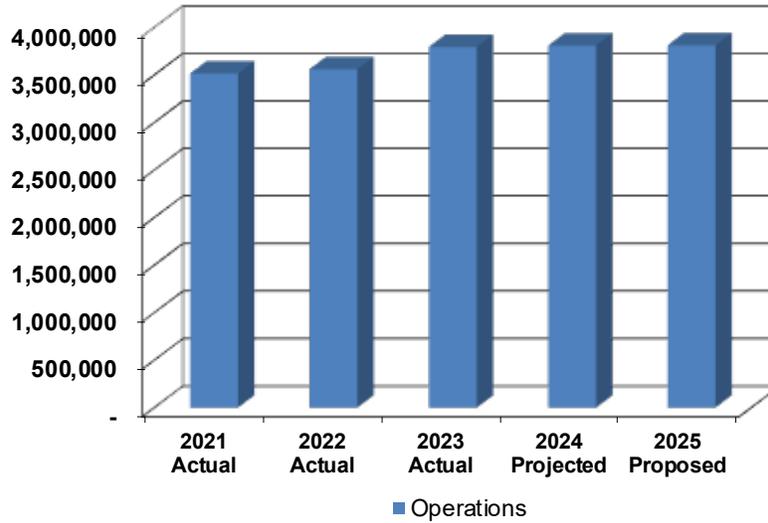
Taxes & Fees – Budget Summary

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

Operating Budget Expenditures

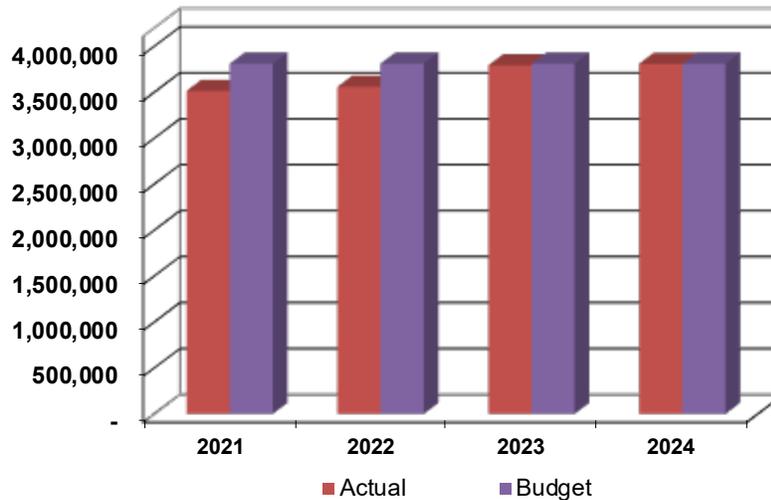
Taxes & Fees – Expenditure History

Expenditures by Category



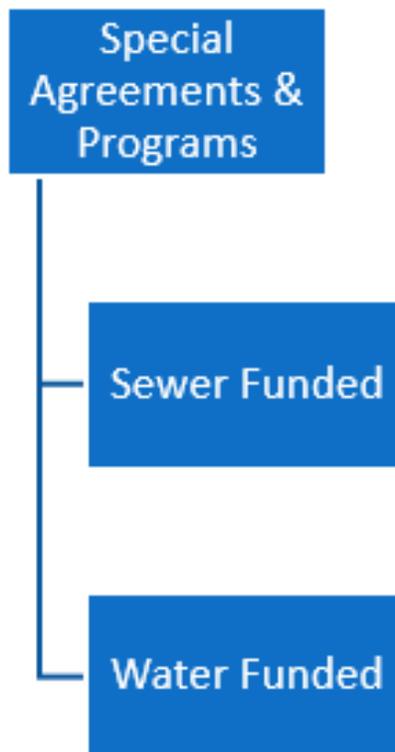
	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Proposed
Operations	3,514,420	3,559,452	3,792,780	3,809,500	3,810,500
Total	3,514,420	3,559,452	3,792,780	3,809,500	3,810,500

Expenditures versus Budget



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

Special Agreements & Programs



Operating Budget Expenditures

Special Agreements & Programs – Budget Summary

Description

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

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

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

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

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

The *Meter Services* account represents costs associated with water distribution system interconnections per written agreement with The Connecticut Water Company and the Town of Berlin. It also means costs for water supplied to a portion of the District's Newington system and for a share of the cost of the maintenance and operation of the Berlin sewer system in connection with services provided to Newington and Rocky Hill per written agreement. The account also represents charges by the Town of Glastonbury (per written agreement) to convey and treat sanitary sewer flow it receives from a portion of the District's East Hartford system.

Dues-Professional Associations funds the District's membership in the MetroHartford Alliance which is now being funded out of the District Board, is being shown here for historically purposes.

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

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

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

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

Operating Budget Expenditures

Special Agreements & Programs – Budget Summary

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

Operating Budget Expenditures

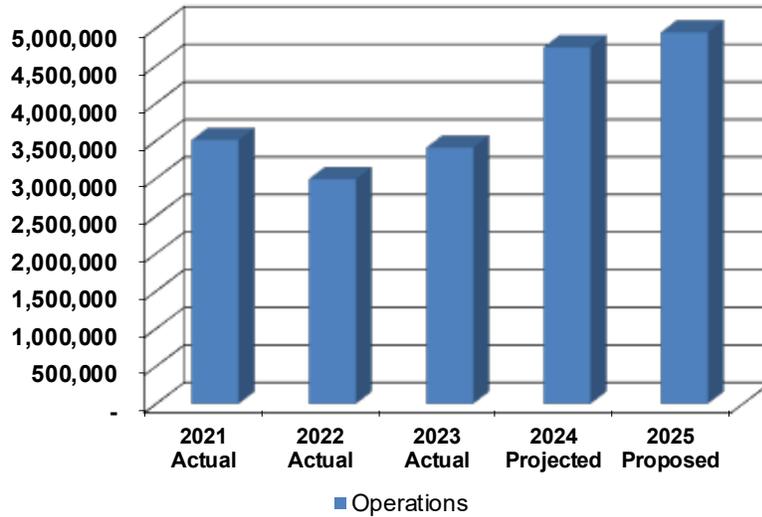
Special Agreements & Programs – Budget Summary

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

Operating Budget Expenditures

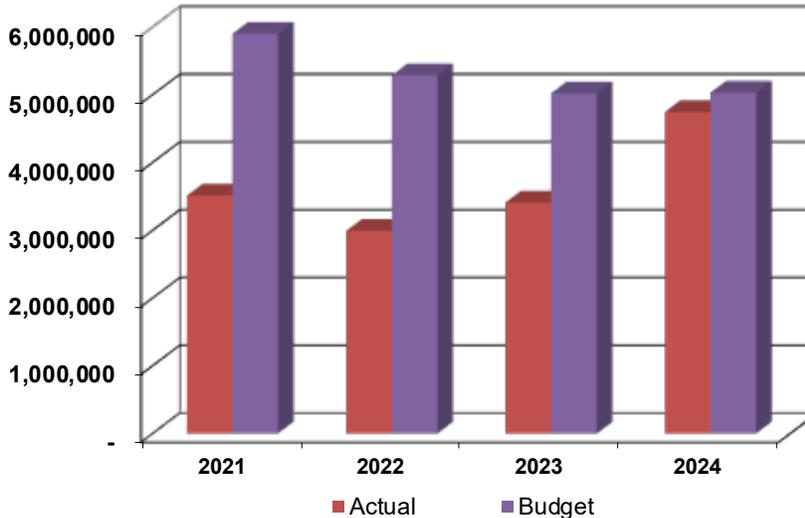
Special Agreements & Programs – Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

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

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

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

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

Operating Budget Expenditures

7400010010

Special Agreements & Programs - Sewer

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

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

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

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

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

Operating Budget Expenditures

7400010010

Special Agreements & Programs - Water

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

Contingencies

Contingencies – Budget Summary

Description

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

Budget Commentary

The DEEP sewer Contingency for \$1,980,000 is unchanged for 2025. There are no budgeted positions in 2025, unchanged from the prior year.

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

Operating Budget Expenditures

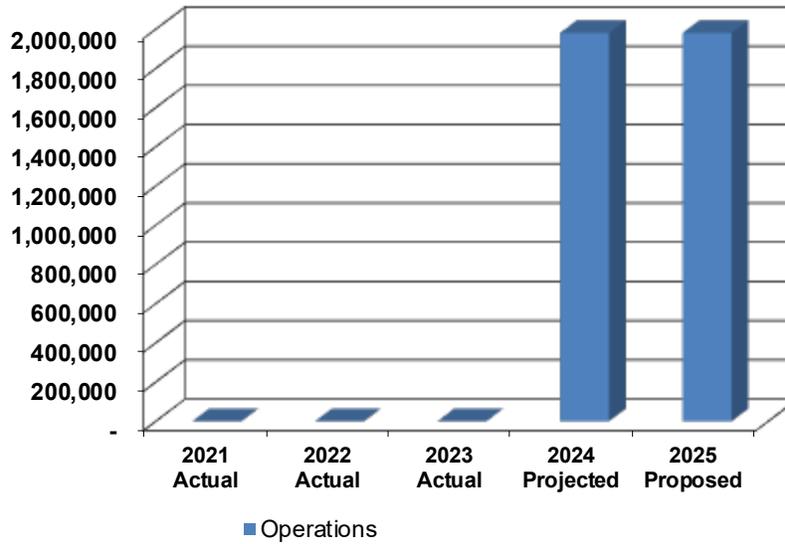
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Contingencies – Budget Summary

Commitment Item	Expenditure Classification	2021 Actual	2022 Actual	2023 Actual	2024 Projected
549000	Contingency	-	-	-	1,980,000
<i>Funding Allocation--(Composite)</i>					
	Sewer Allocation 100%	-	-	-	1,980,000
	Water Allocation 0%	-	-	-	-
	<i>Total Funding Allocation</i>	-	-	-	1,980,000

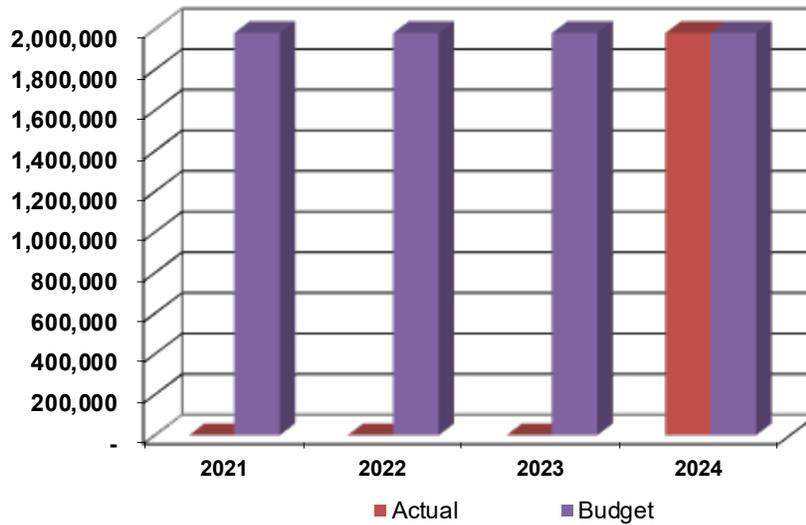
Contingencies – Expenditure History

Expenditures by Category



	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Proposed
Operations	-	-	-	1,980,000	1,980,000
Total	-	-	-	1,980,000	1,980,000

Expenditures versus Budget



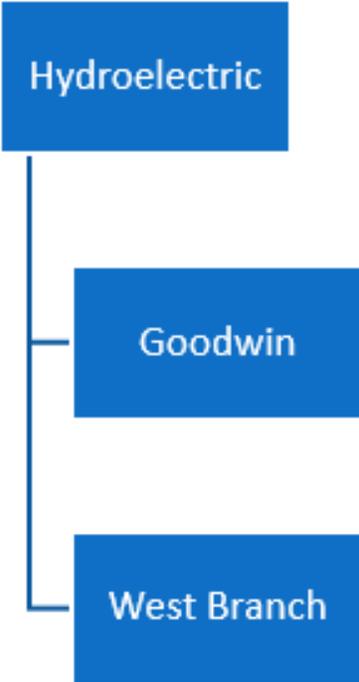
B/(W)	2021	2022	2023	2024
Budget	1,980,000	1,980,000	1,980,000	1,980,000
Actual	-	-	-	1,980,000
Variance	1,980,000	1,980,000	1,980,000	-

Hydroelectric Budget

HYDROELECTRIC
BUDGET

Hydroelectric

Goodwin
West Branch



Hydroelectric Budget

Summary

Source Profile

Revenue in support of hydroelectric expenditures is derived from: the sale of power produced at the District's Goodwin and West Branch (Colebrook) Hydroelectric power facilities; interest earned from the investment of available cash; surplus funds (if available) designated to support the expenditure budget and other miscellaneous nonrecurring revenue consisting of capacity revenue for Goodwin and West Branch. In 2020 The District ceased operating the West Branch Hydroelectric Power Facility and no longer generates revenue from the facility.

Revenue Highlights

The 2025 budget revenues from the sale of power generated at The Goodwin Hydroelectric Facility in the coming year assumes a full production year. The total budget of \$1,730,747, decreased by \$282,953 or 14.1% from the prior year's appropriation. The decrease is due to anticipated lower *Miscellaneous Nonrecurring Revenue, Designated from Surplus and Power Sales* in 2025.

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

Expenditure Highlights

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

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

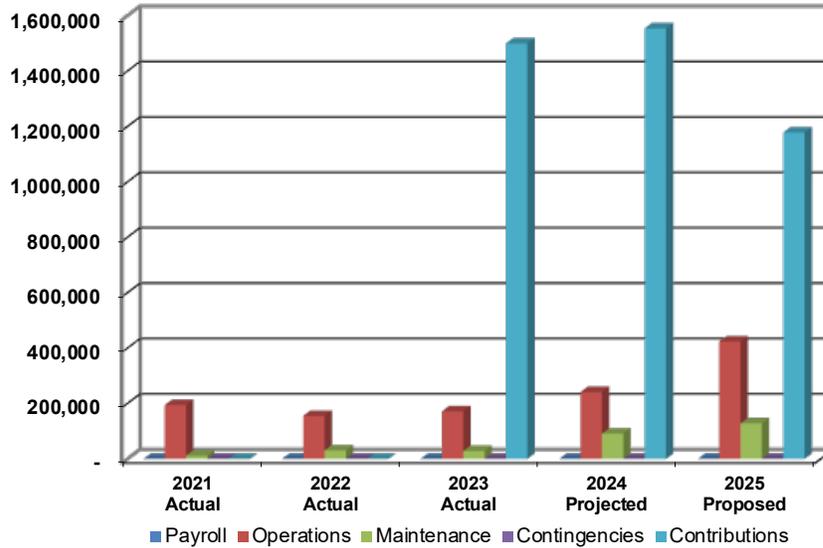
Details regarding Hydroelectric operations appear on the pages that follow.

There are no authorized positions proposed for 2025.

Hydroelectric Budget

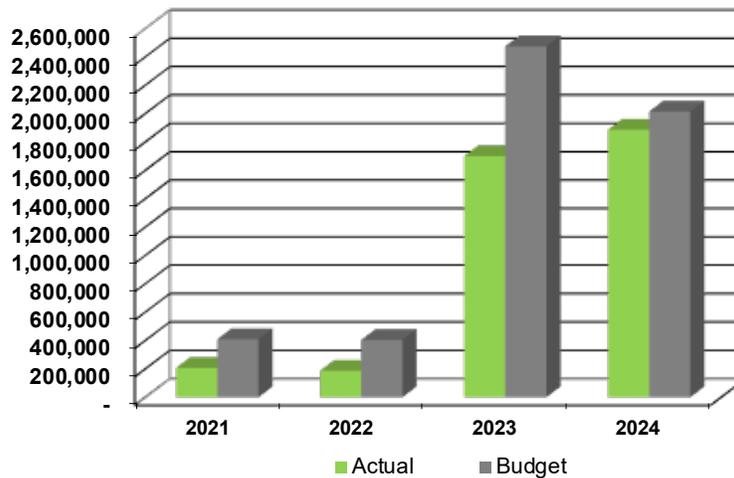
Expenditure History

Expenditures by Category



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

Expenditures versus Budget



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

Goodwin

Description

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

Budget Commentary

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

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

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

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

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

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

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

Hydroelectric Budget

8500010010

Goodwin

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	-	-	-	-	-
501050	Overtime 200%	-	-	-	-	-
501020	Temporary Pay	-	-	-	-	-
501060	Standby & Premium Pay	-	-	-	-	-
501070	Longevity Pay	-	-	-	-	-
	Total Payroll	-	-	-	-	-
	<u>Operations</u>					
512070	Consultant Services	20,000	40,000	120,000	80,000	
512080	Outside Services	130,000	150,000	150,000	-	
513010	Office Supplies	1,500	1,500	1,500	-	
513400	Small Tools & Equipment	2,600	2,600	2,600	-	
513580	Fish	25,000	25,000	25,000	-	
513690	Materials From Stock	1,000	1,000	1,000	-	
513740	Oil & Lubricants	5,000	5,000	5,000	-	
513820	Tools	3,500	3,500	3,500	-	
514010	Electricity	10,000	15,000	25,000	10,000	
519100	Printing	3,000	3,000	3,000	-	
	Total Operations	201,600	246,600	336,600	90,000	36.5%
	<u>Maintenance</u>					
521050	Office Furniture Equipment	500	1,000	1,500	500	
521120	Hydro Equipment	85,000	85,000	85,000	-	
522010	Facilities R&M	10,000	10,000	10,000	-	
	Total Maintenance	95,500	96,000	96,500	500	0.5%
	<u>Contingencies</u>					
549000	Contingency	561,650	-	-	-	
	<u>Contributions</u>					
540070	Contribution to General Fund	1,500,000	1,554,000	1,178,547	(375,453)	-24.2%
	Total Expenditure Classification	\$2,358,750	1,896,600	1,611,647	(284,953)	-15.0%

West Branch

Description

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

Budget Commentary

The West Branch Hydroelectric budget for 2025 is \$119,100, an increase from the prior year's appropriation by \$2,000 or 1.7% above the prior year's appropriation for hydroelectric power operations.

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

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

Maintenance: Remains unchanged at \$0 or 0.0%

West Branch

Commitment Item	Expenditure Classification	2023 Adopted	2024 Adopted	2025 Proposed	\$ Change	% Change
	<u>Payroll</u>					
501010	Regular Pay	-	-	-	-	
501050	Overtime 200%	-	-	-	-	
501020	Temporary Pay	-	-	-	-	
501060	Standby & Premium Pay	-	-	-	-	
501070	Longevity Pay	-	-	-	-	
	Total Payroll	-	-	-	-	
	<u>Operations</u>					
512070	Consultant Services	40,000	40,000	40,000	-	
512080	Outside Services	18,000	20,000	20,000	-	
512310	Permits	5,000	5,000	5,000	-	
513690	Materials From Stock	100	100	100	-	
514010	Electricity	20,000	20,000	22,000	2,000	
	Total Operations	83,100	85,100	87,100	2,000	2.4%
	<u>Maintenance</u>					
521120	Hydro Equipment	2,000	2,000	2,000	-	
522010	Facilities R&M	30,000	30,000	30,000	-	
	Total Maintenance	32,000	32,000	32,000	-	0.0%
	Total Expenditure Classification	\$115,100	\$117,100	\$119,100	\$2,000	1.7%