

Enterprise Fund Bristol Water Department

Robert Longo, Superintendent
119 Riverside Avenue
860-582-7431
robertlongo@bristolct.gov
www.bristolwaterdept.org

Program Summary

The Enterprise Fund is used to account for the operations of the Bristol Water Department. These operations are financed and operated in a manner similar to that of a private business enterprise where the intent is that all the costs, including depreciation, related to the provision of goods and services to the general public on a continuing basis, be financed or recovered primarily through user charges.

This fund is operated under the provision of Sections 25 and 48 of the City Charter.

The Bristol Water Department is a municipal department of the City of Bristol and is governed by a Board of Water and Sewer Commissioners appointed by the Mayor and approved by the City Council. Accounting duties, custody of monies received for water consumption or otherwise, the collection of bills, and the payment of bills incurred in the operation of said Water Department, shall be entrusted to the Board of Water Commissioners and shall be executed with the assistance and in accordance with guidelines established by the City Comptroller.

The Board of Water Commissioners shall adopt regulations:

1. For the use and protection of the water system and facilities.
2. To control the use of its land, water plant and facilities.
3. To prevent accidents and promote safety among its employees and for the use of said water plant.
4. For the planting, management, safeguarding and harvesting of trees on Water Department properties.
5. Relating to the operation of said water plant.
6. As to the methods, amounts, prices, quantity and quality of water supply to individual users.
7. To place limitations on water usage in the event of periods of droughts or other emergencies.

The Board of Water Commissioners shall govern the supply of water to all City residents. The Board may prescribe rules for the shut off of water supply in cases of non-payment, until payment arrangements are made, and may include penalties for default in payment of water charges. The Bristol Water Department encourages public participation and input into decisions that may affect the quality of water. Meetings of the Board of Water Commissioners are usually held on the third Tuesday of every month at the Water Treatment Plant located at 1080 Terryville Avenue in Bristol at 6:30 p.m.

The primary sources of supply for the Bristol Water Department are six reservoirs. These reservoirs are located in Bristol, Burlington, Harwinton and Plymouth. The water from these reservoirs is gravity fed to the water treatment plant on Terryville Avenue where it is sampled, tested, treated and filtered prior to entering the water distribution system. These surface water sources are supplemented by groundwater from five wells located on Barlow Street, Mechanic Street, and Mix Street in Bristol. The well water is naturally purified as it is filtered through the soil; however it is still sampled, tested, and treated at each well location. The watershed area surrounding the six reservoirs is protected forestland and comprises over 4,000 acres.

Fiscal Year 2021 Goals and Accomplishments:

- Design of a new supervisor control and data acquisition (SCADA) system began in 2021. The project will replace an outdated SCADA installed in 2005. The new SCADA will provide remote controls of all facility operations including treatment plants and pump stations. The design is estimated to cost approximately \$250,000 and the SCADA replacement is expected to cost over \$3,000,000. The Bristol Water Department received a State of Connecticut Department of Public Health Drinking Water State Revolving Fund Program Loan (DWSRF) in the amount of \$3,100,000 to cover all funding for the project.

Summary of Fiscal Year 2021-2022 Budget:

- The Bristol Water Department 2021-2022 Budget Request was approved by the Board of Water Commissioners on March 16, 2021. Under the approved budget, current water rates were held with no increase anticipated. Decreases in the budget request were made in capital outlay and supplies and materials. Even with decreases made in capital outlay, the department is able to incorporate most planned water system improvements along with anticipated vehicle replacements. The Board of Water Commissioners was pleased with the reductions made by staff to offset increased fixed costs, so that customer rates remain lower than other water utilities in the area.

Fiscal Year 2022 Goals:

- The Bristol Water Department applied for a \$12,000,000 State of Connecticut Department of Public Health Drinking Water State Revolving Fund Program Loan (DWSRF) to replace Lead Service Lines throughout the City. Although our water samples do not indicate any elevated levels of lead in customer drinking water, the presence of lead goosenecks, which are two foot sections of pipe connecting customers services to the main are sources of failure and replacing these lead goosenecks will reduce water loss and service breaks. Award of this loan request is anticipated in the Fall of 2021 and upon award, design phase will immediately begin.

Long Term Goals:

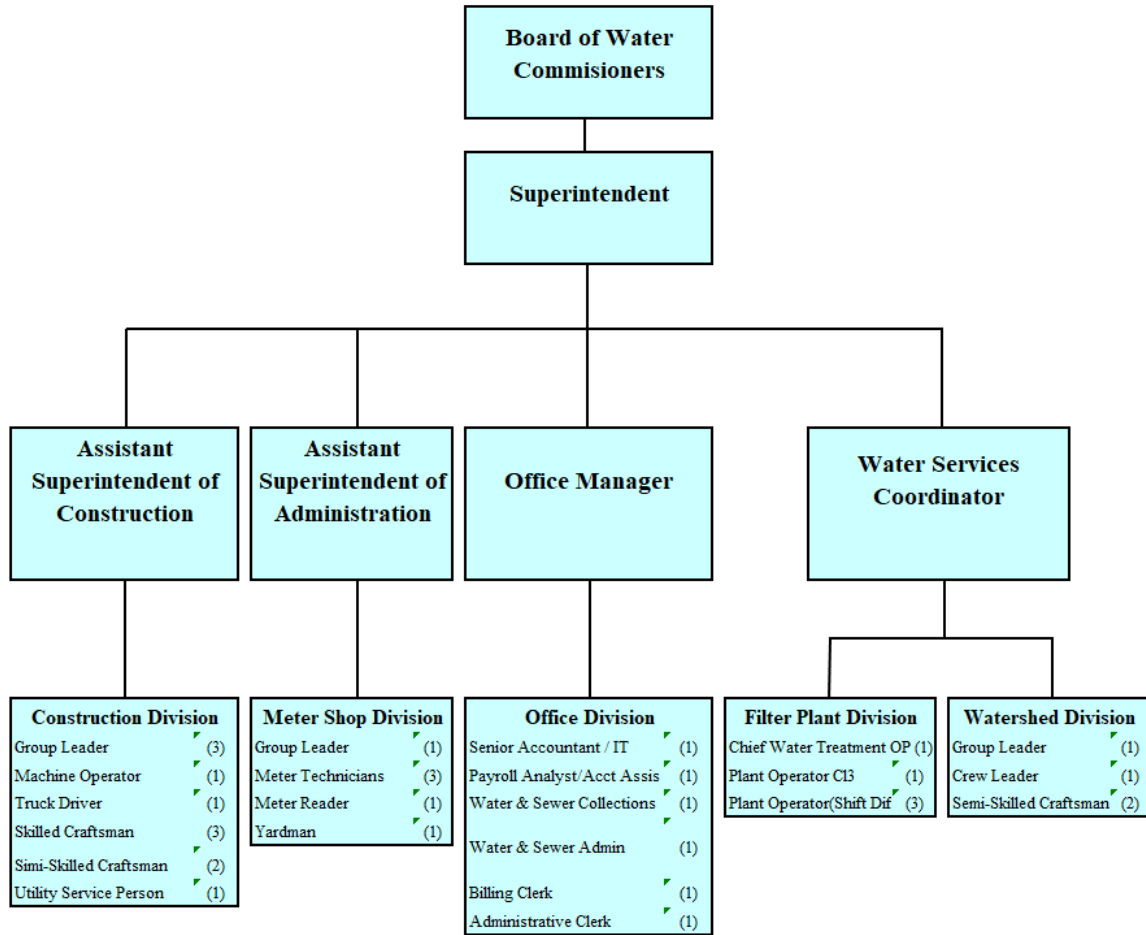
- Provide the highest quality water possible to our customers at a low cost.
- Continue the ongoing effort to reduce expenses. Automation assists the department in meeting some of the cost aspects of this goal.

Expenditure and Position Summary

	2020 Actual	2021 Estimated	2022 Budget
Salary Expenditures	\$2,617,045	\$2,695,001	\$2,767,942
Full time Positions	37	38	38

Organizational Chart

Bristol Water Department
Organizational Chart



Board of Water Commissioners

Elizabeth Phelan
Ron Suarez
Francis Porrini
Kathleen Ferrier
Sean Dunn

Term Expiration

12/2021
12/2021
12/2023
12/2023
12/2022

Financial Statement

CITY OF BRISTOL, CONNECTICUT
BRISTOL WATER DEPARTMENT

Statement of Revenues, Expenses and Changes in Retained Earnings/Fund Balance
(thousands)

CITY OF BRISTOL, CONNECTICUT

	Actual 6/30/2020	Actual 6/30/2019	Actual 6/30/2018	Actual 6/30/2017	Actual 6/30/2016
Operating revenues:					
Charges for services	\$8,521	\$7,677	\$7,078	\$7,400	\$7,047
Miscellaneous	408	548	422	420	384
Total operating revenues	<u>\$8,929</u>	<u>\$8,225</u>	<u>\$7,500</u>	<u>\$7,259</u>	<u>\$6,838</u>
Operating expenses:					
Source of supply	\$190	\$232	\$241	\$191	\$215
Pumping	416	314	254	261	288
Purification	1133	990	947	912	956
Transmission and distribution	1,860	1,789	1,144	2,138	2,023
Customer accounts, administrative and general	3,220	2,446	2,430	2,117	2,218
Depreciation	1135	1136	1062	1116	1086
Taxes other than income taxes	581	541	506	467	488
Loss on disposal	0	0	0	0	0
Total operating expenses	<u>\$8,535</u>	<u>\$7,448</u>	<u>\$6,584</u>	<u>\$7,274</u>	<u>\$7,004</u>
Operating income (Loss)	<u>\$394</u>	<u>\$777</u>	<u>\$916</u>	<u>\$157</u>	<u>\$255</u>
Nonoperating revenue (expenses):					
Reimbursement from other funds					
Interest income	\$71	(\$37)	\$307	\$527	(\$203)
Interest expense	(77)	(85)	(87)	(101)	(116)
Loss on disposal					
Amortization of debt discount and expense	14	14	16	11	8
Bond Issuance Costs	0	0	(4)	0	0
Total nonoperating revenues					
(expenses)	<u>\$8</u>	<u>(\$108)</u>	<u>\$232</u>	<u>(\$311)</u>	<u>\$343</u>
Net Income (loss)	\$403	\$669	\$1,148	\$1,055	(\$155)
Retained earnings/fund balance, July 1	34,311	33,642	32,494	31,439	27,184
Retained earnings/fund balance, June 30	<u>\$34,714</u>	<u>\$34,311</u>	<u>\$33,642</u>	<u>\$27,029</u>	<u>\$25,404</u>

Budget Highlights

CITY OF BRISTOL, CONNECTICUT BRISTOL WATER DEPARTMENT BUDGET SUMMARY					
REVENUE ESTIMATE SUMMARY 2021-2022					
ACCOUNTS RECEIVABLE:	ACTUAL RECEIVED 2019-2020	AMENDED BUDGET 2020-2021	CURRENT YR REVISED EST. 2020-2021	PROPOSED REVENUES 2021-2022	APPROVED 2021-2022
WATER SALES	\$8,358,113	\$8,200,000	\$8,400,000	\$8,600,000	\$8,600,000
WATER LIENS	10,850	19,000	17,000	19,000	19,000
SERVICE ACCOUNTS	25,923	25,000	25,000	25,000	25,000
SERVICE ACCOUNT LIENS	790	1,500	2,000	1,500	1,500
PENALTIES	46,250	65,000	50,000	65,000	65,000
ASSESSMENTS	18,433	35,000	25,000	25,000	25,000
WPC DEPARTMENT PAYMENTS	42,750	58,000	58,000	58,000	58,000
CELL TOWER LEASE	179,890	166,500	166,500	171,495	171,495
LAND LEASE	33,110	30,309	34,000	34,000	34,000
BULK RAW WATER	1,020	1,300	1,300	1,000	1,000
FINES	30,000	30,000	10,000	30,000	30,000
SEWER ACCOUNT LIENS	2,440	3,800	1,500	2,500	2,500
SUNDRY ACCOUNTS	450	1,200	1,200	1,200	1,200
CLOSING COSTS	63,600	63,000	80,000	70,000	70,000
SCRAP METAL SALES	0	1,000	500	500	500
FORESTRY PROGRAM	40,120	40,120	40,120	40,120	40,120
WATER SERVICE REINSTATEMENT	19,200	32,000	22,000	32,000	32,000
REMOVE METER	3,550	7,000	7,000	7,000	7,000
TOTAL REVENUES	\$8,876,489	\$8,779,729	\$8,941,120	\$9,183,315	\$9,183,315
EXPENSE ESTIMATE SUMMARY 2021-2022					
EXPENSE BY TYPE	PRIOR YEAR EXPENDED 2020-2021	AMENDED BUDGET 2020-2021	CURRENT YR REVISED EST. 2020-2021	PROPOSED EXPENDITURES 2021-2022	JOINT BOARD APPROVED 2021-2022
SALARY	\$2,617,045	\$2,688,679	\$2,695,001	\$2,767,942	\$2,767,942
FRINGE BENEFITS	1,327,923	1,455,740	1,350,000	1,487,381	1,487,381
OPERATING SERVICES	2,522,467	2,664,161	2,671,547	2,714,572	2,714,572
SUPPLIES & MATERIALS	1,054,581	880,183	953,890	993,148	993,148
CAPITAL OUTLAY	270,265	1,053,288	750,000	1,219,378	1,219,378
TOTAL EXPENSES	\$7,792,281	\$8,742,051	\$8,420,438	\$9,182,421	\$9,182,421
BUDGET SURPLUS (DEFICIT)	\$1,084,208	\$37,678	\$520,682	\$894	\$894

**CITY OF BRISTOL, CONNECTICUT
BRISTOL WATER DEPARTMENT
OPERATING SERVICES, FRINGE BENEFITS, & SUPPLIES DETAIL
2021-2022 BUDGET**

ENTERPRISE FUND

OBJECT CLASSIFICATION	PRIOR YEAR EXPENDED 2019-2020	AMENDED BUDGET 12/31/2020	CURRENT YEAR ESTIMATE 2020-2021	PROPOSED BUDGET 2021-2022	APPROVED 2021-2022
FRINGE BENEFITS:					
FRINGE BENEFITS	\$1,327,923	\$1,455,740	\$1,350,000	\$1,487,381	\$1,487,381
TOTAL FRINGE BENEFITS	\$1,327,923	\$1,455,740	\$1,350,000	\$1,487,381	\$1,487,381
OPERATING SERVICES:					
LIGHT AND POWER	397,990	400,719	400,719	406,394	406,394
TELEPHONE	13,868	16,400	16,400	16,900	16,900
POSTAGE	44,226	49,041	40,500	49,041	49,041
ADVERTISING	286	10,750	2,000	2,000	2,000
MAINTENANCE/REPAIRS	46,082	43,700	47,000	42,025	42,025
LEASE	9,203	16,027	16,027	16,027	16,027
CONFERENCES AND MEMBERSHIPS	14,205	27,030	27,030	30,270	30,270
TAXES	574,829	595,069	603,472	606,940	606,940
PROFESSIONAL SERVICES	243,747	240,300	240,300	241,575	241,575
LIENS	775	6,300	6,300	6,300	6,300
MISCELLANEOUS	2,892	6,570	6,570	6,570	6,570
CONTRACTOR SERVICES	484,741	565,160	524,700	565,160	565,160
DEBT SERVICE	417,011	401,295	404,729	389,570	389,570
SEWER USER FEE	10,800	10,800	10,800	10,800	10,800
NEW BRITAIN AGREEMENT	261,811	275,000	325,000	325,000	325,000
TOTAL OPERATING SERVICES	\$2,522,467	\$2,664,161	\$2,671,547	\$2,714,572	\$2,714,572
SUPPLIES AND MATERIALS DETAIL:					
MOTOR VEHICLE FUELS	39,278	43,747	40,000	41,065	41,065
OFFICE SUPPLIES	43,045	27,240	27,240	27,240	27,240
MAINTENANCE SUPPLIES & MATERIALS	384,594	357,000	357,000	357,000	357,000
MV PARTS & SUPPLIES	11,950	15,150	15,150	15,150	15,150
MV SERVICE & REPAIR	28,055	44,000	36,500	44,000	44,000
HEATING FUELS	32,538	45,208	33,000	31,607	31,607
CHEMICAL TREATMENT	184,491	195,163	190,000	195,163	195,163
INSURANCE	330,630	154,475	255,000	281,923	281,923
TOTAL SUPPLIES	\$1,054,581	\$881,983	\$953,890	\$993,148	\$993,148



Bald Eagle soaring over Bristol Water Department Reservoir #7. Bald Eagles can be found at most of Bristol Water Department Reservoirs each year in early Spring.

CITY OF BRISTOL, CONNECTICUT BRISTOL WATER DEPARTMENT CAPITAL OUTLAY/EQUIPMENT REQUEST 2021-2022					
QTY	DESCRIPTION OF EQUIPMENT	ESTIMATED GROSS COST	ESTIMATED TRADE-IN	BUDGET REQUEST 2021-2022	APPROVED 2021-2022
I. CAPITAL EQUIPMENT:					
TOTAL CAPITAL EQUIPMENT:		\$0	\$0	\$0	\$0
II. UTILITY ASSETS:					
1	CHOP SAW	\$970		\$970	\$970
1	ROAD SAW	\$2,060		\$2,060	\$2,060
	SIGNAGE	\$2,000		\$2,000	\$2,000
1	MUELLER POWER OPERATOR	\$3,800		\$3,800	\$3,800
2	PIN LOCATORS	\$1,970		\$1,970	\$1,970
1	3" TRASH PUMP	\$1,350		\$1,350	\$1,350
2	LINESTOPS	\$20,214		\$20,214	\$20,214
1	2" PUMP	\$562		\$562	\$562
2	AUTOMATIC FLUSHING STATION	\$8,800		\$8,800	\$8,800
	REGULATOR REPAIRS	\$15,000		\$15,000	\$15,000
TOTAL UTILITY ASSETS- DISTRIBUTION SYSTEM SECTIO		\$56,726	\$0	\$56,726	\$56,726
METER SHOP SECTION:					
650	5/8 METERS @ 110.60	\$71,890		\$71,890	\$71,890
200	TRANSMITTERS @ 102	\$20,400		\$20,400	\$20,400
10	1" T-10 METER	\$2,806		\$2,806	\$2,806
5	2" T-10 METER	\$3,720		\$3,720	\$3,720
20	3/4" T-10 METER	\$4,020		\$4,020	\$4,020
5	1 1/2" T-10 METER	\$2,977		\$2,977	\$2,977
	CE HANDHELD READER	\$19,999		\$19,999	\$19,999
2	SCHONSTEDT MODEL GA-52CX	\$1,840		\$1,840	\$1,840
2	6" PROTECTUS	\$36,000		\$36,000	\$36,000
2	6" DETECTOR CHECK	\$7,000		\$7,000	\$7,000
TOTAL UTILITY ASSETS- METER SHOP		\$170,652	\$0	\$170,652	\$170,652
WATER TREATMENT PLANT SECTION:					
1	REBUILD HIGH SERVICE PUMP PUMP	\$35,000		\$35,000	\$35,000
1	REBUILD HILL ST PUMP	\$35,000		\$35,000	\$35,000
	LMI CHEMICAL FEED PUMPS	\$10,000		\$10,000	\$10,000
2	PERISTALTIC CHEMICAL FEED PUMP	\$10,000		\$10,000	\$10,000
	EFFLUENT ULTRASONIC FLOW METERS	\$35,000		\$35,000	\$35,000
TOTAL UTILITY ASSETS-WATER TREATMENT PLANT		\$125,000	\$0	\$125,000	\$125,000
WATERSHED SECTION:					
1	GRAVELY 260Z ZERO TURN MOWER	\$12,000		\$12,000	\$12,000
TOTAL UTILITY ASSETS- WATERSHED SECTION		\$12,000	\$0	\$12,000	\$12,000
OFFICE SECTION					
2	NEW WINDOWS-ENTRY AREA	\$4,000		\$4,000	\$4,000
TOTAL UTILITY ASSETS- OFFICE SECTION		\$4,000	\$0	\$4,000	\$4,000
TOTAL UTILITY ASSETS		\$368,378	\$0	\$368,378	\$368,378
III. CAPITAL PROJECTS:					
	WATER MAIN REPLACEMENTS	\$250,000		\$250,000	\$200,000
	HYDRANT REPLACEMENTS	\$90,000		\$90,000	\$90,000
	WATER MAIN REPLACEMENT-ORCHARD ST	\$75,000		\$75,000	\$75,000
	RESERVOIR IMPROVEMENTS	\$150,000		\$150,000	\$125,000
	EYEWASH STATION REPLACEMENT & REPIPING WELL SITES	\$130,000		\$130,000	\$100,000
	ROOF REPLACEMENT-WELL SITES & PUMP STATION	\$180,000		\$180,000	\$120,000
	16" AND 12" VALVE REPLACEMENT	\$25,000		\$25,000	\$25,000
	CAMERA INSTALLATION AT FILTER PLANT	\$75,000		\$75,000	\$75,000
	WELL REDEVELOPMENT	\$35,000		\$35,000	\$35,000
	SACRIFICIAL CATHODIC PROTECTION SYSTEM-BACK WASH TA	\$6,000		\$6,000	\$6,000
TOTAL CAPITAL PROJECTS		\$1,016,000	\$0	\$1,016,000	\$851,000
TOTAL CAPITAL OUTLAY		\$1,384,378	\$0	\$1,384,378	\$1,219,378

