

ENTERPRISE FUND - BRISTOL WATER DEPARTMENT

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 Section 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 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 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. Limitations on water usage in the event of periods of droughts or other emergencies and;

The Board of Water Commissioners shall govern the supply of water to all City residents and may prescribe rules for the shut off of water supply, in cases of non-payment, until payment arrangements are made, and may provide by such rules, penalties for default in payment of water charges, which penalties shall be in addition to the water charges and shall be collectible as a part thereof.

The Bristol Water Department encourages public participation and input into decisions that may affect the quality of water. Meetings of the Board of Commissioners are usually held on the third Wednesday 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

**Program Summaries-
Enterprise Fund**

Enterprise Fund – Bristol Water Department (continued)

the water distribution system. These surface water sources are supplemented by groundwater from five wells. The wells are 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 4000 acres.

For more information visit the Bristol Water Department website at www.bristolwaterdept.org.

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

| | <u>Actual</u> <u>6/30/2005</u> | <u>Actual</u> <u>6/30/2004</u> | <u>Actual</u> <u>6/30/2003</u> | <u>Actual</u> <u>6/30/2002</u> | <u>Actual</u> <u>6/30/2001</u> |
|---|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| Operating revenues: | | | | | |
| Charges for services | \$5,413 | \$5,359 | \$5,692 | \$5,683 | \$5,538 |
| Miscellaneous | <u>72</u> | <u>85</u> | <u>97</u> | <u>94</u> | <u>145</u> |
| Total operating revenues | <u>\$5,485</u> | <u>\$5,444</u> | <u>\$5,789</u> | <u>\$5,777</u> | <u>\$5,683</u> |
| Operating expenses: | | | | | |
| Source of supply | 215 | 141 | \$152 | \$58 | \$136 |
| Pumping | 166 | 133 | 175 | 161 | 301 |
| Purification | 727 | 734 | 719 | 766 | 672 |
| Transmission and distribution | 1,439 | 1,394 | 1,118 | 1,491 | 810 |
| Customer accounts, administrative and general | 1,584 | 1,647 | 1,475 | 1,453 | 1,411 |
| Depreciation | 825 | 793 | 781 | 786 | 733 |
| Taxes other than income taxes | 404 | 643 | 295 | 256 | 401 |
| Loss on disposal | <u>0</u> | <u>47</u> | <u>42</u> | <u>33</u> | <u>26</u> |
| Total operating expenses | <u>\$5,360</u> | <u>\$5,532</u> | <u>\$4,757</u> | <u>\$5,004</u> | <u>\$4,490</u> |
| Operating income (Loss) | <u>\$125</u> | <u>(\$88)</u> | <u>\$1,032</u> | <u>\$773</u> | <u>\$1,193</u> |
| Nonoperating revenue (expenses): | | | | | |
| Reimbursement from other funds | | | | | |
| Interest Income | 194 | 157 | (\$114) | \$229 | \$313 |
| Interest expense | (268) | (341) | 0 | (478) | (445) |
| Loss on disposal | (50) | | (55) | (54) | 0 |
| Amortization of debt discount and expense | (41) | (55) | <u>0</u> | <u>0</u> | <u>(55)</u> |
| Total nonoperating revenues (expenses) | <u>(\$165)</u> | <u>(\$239)</u> | <u>(\$169)</u> | <u>(\$303)</u> | <u>(\$187)</u> |
| Net Income (loss) | (26) | (327) | \$863 | \$470 | \$1,006 |
| Retained earnings/fund balance, July 1 | <u>23,778</u> | <u>24,086</u> | 16,594 | 16,124 | 15,118 |
| Retained earnings/fund balance, June 30 | <u>\$23,752</u> | <u>\$23,759</u> | <u>\$17,457</u> | <u>\$16,594</u> | <u>\$16,124</u> |

**Program Summaries-
Enterprise Fund**

Enterprise Fund - Bristol Water Department (continued)

Budget Highlights

| CITY OF BRISTOL, CONNECTICUT BRISTOL WATER DEPARTMENT BUDGET SUMMARY | | | | | |
|---|--|---|--|--|---|
| REVENUE ESTIMATE SUMMARY 2006-2007 | | | | | |
| ACCOUNTS RECEIVABLE: | ACTUAL RECEIVED 2004-2005 | AMENDED BUDGET 2005-2006 | CURRENT YR REVISED EST. 2005-2006 | PROPOSED REVENUES 2006-2007 | JOINT BOARD APPROVED 2006-2007 |
| WATER SALES | \$5,704,765 | \$6,357,000 | \$6,150,000 | \$5,950,000 | \$5,950,000 |
| WATER LIENS | 1,170 | 1,800 | 900 | 1,200 | 1,200 |
| SERVICE ACCOUNTS | 137,002 | 242,000 | 125,000 | 150,000 | 150,000 |
| SERVICE ACCOUNT LIENS | 1,260 | 600 | 1,500 | 1,100 | 1,100 |
| PENALTIES | 35,895 | 37,000 | 35,000 | 37,000 | 37,000 |
| ASSESSMENTS | 13,908 | 15,500 | 23,000 | 18,000 | 18,000 |
| INTEREST ON CD ACCOUNT | 178,462 | 300,000 | 240,000 | 200,000 | 200,000 |
| INTEREST ON GOALS ENABLING | 0 | 0 | 7,420 | 10,000 | 10,000 |
| INTEREST ON MONEY MARKET ACCT | 6,477 | 11,000 | 5,000 | 5,000 | 5,000 |
| GOALS ENABLING FUND ACCT | 9,394 | 7,800 | 7,420 | 0 | 0 |
| WPC DEPARTMENT PAYMENTS | 25,250 | 51,500 | 50,500 | 51,500 | 51,500 |
| SEWER ACCOUNT LIENS | 2,109 | 1,500 | 1,400 | 2,000 | 2,000 |
| SUNDRY ACCOUNTS | 14,456 | 5,000 | 14,000 | 16,000 | 16,000 |
| SCRAP METAL SALES | 0 | 1,000 | 0 | 0 | 0 |
| FORESTRY PROGRAM | 0 | 0 | 0 | 20,000 | 20,000 |
| WATER SERVICE REINSTATEMENT | 12,830 | 9,000 | 10,000 | 14,000 | 14,000 |
| TOTAL REVENUES | \$6,142,977 | \$7,040,700 | \$6,671,140 | \$6,475,800 | \$6,475,800 |
| EXPENSE ESTIMATE SUMMARY 2006-2007 | | | | | |
| EXPENSE BY TYPE | PRIOR YEAR EXPENDED 2004-2005 | AMENDED BUDGET 2005-2006 | CURRENT YR REVISED EST. 2005-2006 | PROPOSED EXPENDITURES 2006-2007 | JOINT BOARD APPROVED 2006-2007 |
| SALARY | \$1,794,025 | \$1,848,455 | \$1,775,347 | \$1,940,121 | \$1,940,121 |
| FRINGE BENEFITS | 722,993 | 753,917 | 750,000 | 877,540 | 877,540 |
| OPERATING SERVICES | 2,149,872 | 2,486,450 | 2,200,000 | 2,358,596 | 2,358,596 |
| SUPPLIES & MATERIALS | 506,535 | 578,245 | 535,000 | 607,389 | 607,389 |
| CAPITAL OUTLAY | 1,106,064 | 1,396,037 | 2,100,000 | 660,844 | 660,844 |
| TOTAL EXPENSES | \$6,279,489 | \$7,063,104 | \$7,360,347 | \$6,444,490 | \$6,444,490 |
| BUDGET SURPLUS (DEFICIT) | (\$136,512) | (\$22,404) | (\$689,207) | \$31,310 | \$31,310 |

**Program Summaries-
Enterprise Fund**

Enterprise Fund - Bristol Water Department (continued)

| | | | | CITY OF BRISTOL, CONNECTICUT BRISTOL WATER DEPARTMENT SALARY ANALYSIS - 2006-2007 | | | |
|---------------|-------|------|--------------|--|--------------------|--------------------|-------------------------|
| LABOR UNIT | GRADE | STEP | NO OF POS | DESCRIPTION | 2005-2006 | 2006-2007 | 2006-2007 |
| | | | | | APPROVED BUDGET | DEPT REQUEST | JOINT BOARD APPROVED |
| NB | 11 | 7 | 1 | SUPERINTENDENT | \$101,737 | \$103,989 | \$103,989 |
| BPSA | 8 | 6 | 1 | ASST SUPERINTENDENT-CONSTR/MAINT | 78,187 | 80,059 | 80,059 |
| BPSA | 8 | 6 | 1 | ASST SUPT- ADMINISTRATION | 76,272 | 78,096 | 78,096 |
| BPSA | 7 | 6 | 1 | WATER TREATMENT PLANT SUPERVISOR | 69,352 | 70,704 | 70,704 |
| BPSA | 6 | 6 | 1 | OFFICE MANAGER | 60,718 | 62,211 | 62,211 |
| | | | | CONSTRUCTION & MAINTENANCE: | | | |
| L1338 | 3 | 3 | 3 | GROUP LEADERS | 141,587 | 144,019 | 144,019 |
| L1338 | 5 | 3 | 3 | SKILLED CRAFTSMAN | 128,171 | 130,915 | 130,915 |
| L1338 | 6 | 3 | 3 | SEMI-SKILLED CRAFTSMAN | 121,057 | 82,410 | 82,410 |
| L1338 | 4 | 3 | 1 | BACKHOE OPERATOR | 44,949 | 45,926 | 45,926 |
| L1338 | 5 | 3 | 1 | TRUCK DRIVER | 42,724 | 43,638 | 43,638 |
| L1338 | 6 | 3 | 1 | WATER UTILITY SERVICE PERSON | 40,352 | 41,205 | 41,205 |
| L1338 | | | | OVERTIME | 40,068 | 41,170 | 41,170 |
| | | | | METER SHOP: | | | |
| L1338 | 3 | 3 | 1 | GROUP LEADER/CROSS CONN. CNTRL. INSP. | 48,506 | 49,774 | 49,774 |
| L1338 | 5 | 3 | 1 | CROSS CONN CONTROL/METER TECH | 42,724 | 43,638 | 43,638 |
| SALARY | 5 | 3 | 2 | METER TECHNICIANS | 85,448 | 87,277 | 87,277 |
| L1338 | 6 | 3 | 1 | METER READER | 40,352 | 41,205 | 41,205 |
| L1338 | 8 | 3 | 1 | YARDMAN | 38,106 | 38,896 | 38,896 |
| | | | | OVERTIME | 13,161 | 13,523 | 13,523 |
| | | | | *WATER TREATMENT PLANT: (24/HR/DAY WK) | | | |
| L1338 | 3 | 3 | 1 | GROUP LEADER | 67,808 | 69,684 | 69,684 |
| L1338 | 6 | 3 | 1 | PLANT OPERATORS | 40,352 | 41,205 | 41,205 |
| L1338 | 6 | 3 | 3 | PLANT OPERATORS(W/SHIFT DIFF) | 171,397 | 175,311 | 175,311 |
| L1338 | 6 | 3 | | OVERTIME | 42,513 | 43,682 | 43,682 |
| | | | | WATERSHED: | | | |
| L1338 | 3 | 3 | 1 | GROUP LEADER | 47,196 | 48,006 | 48,006 |
| L1338 | 4 | 3 | 1 | CREW LEADER | 44,949 | 45,698 | 45,698 |
| L1338 | 6 | 6 | 1 | SEMI-SK CRAFTSMAN | 40,352 | 82,410 | 82,410 |
| | | | | OVERTIME | 9,324 | 9,580 | 9,580 |
| | | | | OFFICE: | | | |
| L233 | 8 | 3 | 1 | ACCOUNTANT | 42,136 | 42,624 | 42,624 |
| L233 | 6 | 3 | 1 | PAYROLL BENEFITS ANALYST | 36,403 | 37,300 | 37,300 |
| L233 | 6 | 3 | 1 | SENIOR ADMINISTRATIVE ASSISTANT | 36,403 | 37,300 | 37,300 |
| L233 | 5 | 3 | 1 | BILLING ANALYST | 34,102 | 34,375 | 34,375 |
| L233 | 5 | 3 | 1 | ADMINISTRATIVE CLERK/METER SHOP | 34,102 | 34,941 | 34,941 |
| L233 | 5 | 3 | 1 | ADMINISTRATIVE CLERK/SERVICE BILLING | 34,102 | 37,300 | 37,300 |
| L233 | | | | OVERTIME | 2,000 | 2,050 | 2,050 |
| | | | 37 | TOTAL SALARIES | \$1,896,610 | \$1,940,121 | \$1,940,121 |

**Program Summaries-
Enterprise Fund**

Enterprise Fund - Bristol Water Department (continued)

| CITY OF BRISTOL, CONNECTICUT BRISTOL WATER DEPARTMENT OPERATING SERVICES, FRINGE BENEFITS, & SUPPLIES DETAIL 2006-2007 BUDGET | | | | | |
|--|--|--|--|--|---|
| <i>ENTERPRISE FUND</i> | | | | | |
| OBJECT CLASSIFICATION | PRIOR YEAR EXPENDED 2004-2005 | AMENDED BUDGET 12/31/2005 | CURRENT YEAR ESTIMATE 2005-2006 | PROPOSED BUDGET 2006-2007 | JOINT BOARD APPROVED 2006-2007 |
| FRINGE BENEFITS: | | | | | |
| FRINGE BENEFITS | \$722,993 | \$753,917 | \$750,000 | \$877,540 | \$877,540 |
| TOTAL FRINGE BENEFITS | \$722,993 | \$753,917 | \$750,000 | \$877,540 | \$877,540 |
| OPERATING SERVICES: | | | | | |
| LIGHT AND POWER | 258,967 | 269,650 | 258,932 | 318,187 | 318,187 |
| TELEPHONE | 18,694 | 16,921 | 15,392 | 17,976 | 17,976 |
| POSTAGE | 36,343 | 33,878 | 35,000 | 37,790 | 37,790 |
| ADVERTISING | 2,399 | 2,000 | 1,650 | 2,000 | 2,000 |
| MAINTENANCE/REPAIRS | 32,676 | 21,389 | 50,000 | 37,530 | 37,530 |
| LEASE | 15,583 | 30,756 | 15,000 | 10,776 | 10,776 |
| CONFERENCES AND MEMBERSHIPS | 4,169 | 6,462 | 5,000 | 6,465 | 6,465 |
| TAXES | 403,819 | 400,928 | 410,000 | 424,657 | 424,657 |
| PROFESSIONAL SERVICES | 94,862 | 134,280 | 110,000 | 157,280 | 157,280 |
| LIENS | 1,240 | 3,520 | 2,200 | 3,300 | 3,300 |
| MISCELLANEOUS | 2,611 | 3,000 | 2,500 | 3,000 | 3,000 |
| CONTRACTOR SERVICES | 112,939 | 92,400 | 120,000 | 89,800 | 89,800 |
| DEBT SERVICE | 924,192 | 1,765,886 | 900,000 | 977,835 | 977,835 |
| SEWER USER FEE | 0 | | 12,000 | 12,000 | 12,000 |
| NEW BRITAIN AGREEMENT | 241,376 | 240,000 | 250,000 | 260,000 | 260,000 |
| TOTAL OPERATING SERVICES | \$2,149,872 | \$3,021,070 | \$2,187,674 | \$2,358,596 | \$2,358,596 |
| SUPPLIES AND MATERIALS DETAIL: | | | | | |
| MOTOR VEHICLE FUELS | 26,661 | 17,800 | 22,000 | 21,590 | 21,590 |
| OFFICE SUPPLIES | 32,939 | 28,600 | 20,000 | 29,120 | 29,120 |
| MAINTENANCE SUPPLIES & MATERIALS | 171,137 | 194,810 | 175,000 | 196,589 | 196,589 |
| MV PARTS & SUPPLIES | 6,835 | 7,000 | 5,000 | 7,560 | 7,560 |
| MV SERVICE & REPAIR | 26,785 | 13,000 | 9,000 | 13,000 | 13,000 |
| HEATING FUELS | 38,089 | 17,775 | 14,000 | 40,270 | 40,270 |
| CHEMICAL TREATMENT | 111,309 | 134,960 | 150,000 | 134,960 | 134,960 |
| MISCELLANEOUS | 6,542 | 4,300 | 4,300 | 4,300 | 4,300 |
| INSURANCE | 86,237 | 160,000 | 150,000 | 160,000 | 160,000 |
| TOTAL SUPPLIES | \$506,535 | \$578,245 | \$549,300 | \$607,389 | \$607,389 |



Bristol Water Department Reservoir in the Town of Plymouth.

**Program Summaries-
Enterprise Fund**

Enterprise Fund - Bristol Water Department (continued)

| CITY OF BRISTOL, CONNECTICUT BRISTOL WATER DEPARTMENT CAPITAL OUTLAY/EQUIPMENT REQUEST 2006-2007 | | | | | |
|---|--|---------------------------------|-------------------------------|---|---|
| QTY | DESCRIPTION OF EQUIPMENT | ESTIMATED GROSS COST | ESTIMATED TRADE-IN | BUDGET REQUEST 2006-2007 | JOINT BOARD APPROVED 2006-2007 |
| I. CAPITAL EQUIPMENT: | | | | | |
| 1 | CREW TRUCK DIESEL W/ COMPRESSOR | \$46,000 | \$5,000 | \$41,000 | \$41,000 |
| 1 | 1/2 TON 4x4 PICKUP TRUCK WITH COMPRESSOR | 30,000 | 5,000 | 25,000 | 25,000 |
| 1 | PRINTER REPLACEMENT FOR BILL PRINTER | 8,000 | | 8,000 | 8,000 |
| 1 | RAW WATER PUMP | 13,000 | 0 | 13,000 | 13,000 |
| | TOTAL CAPITAL EQUIPMENT: | \$97,000 | \$10,000 | \$87,000 | \$87,000 |
| II. UTILITY ASSETS: | | | | | |
| 1 | ROCK DRILL | \$1,300 | | \$1,300 | \$1,300 |
| 1 | MODEL 810 LINE TRACER | 2,000 | | 2,000 | 2,000 |
| | TOTAL UTILITY ASSETS- DISTRIBUTION SYSTEM SEC | \$3,300 | \$0 | \$3,300 | \$3,300 |
| METER SHOP SECTION: | | | | | |
| 2000 | 5/8" DISC. METERS @\$67.00 EA. (CONTINUOUS SYSTEM UPGR | \$135,000 | | \$135,000 | \$135,000 |
| 2 | 2" COMPOUND METERS @ \$950 EA. | 1,900 | | 1,900 | 1,900 |
| 1200 | X-MTR'S @ \$75.00 EA. | 92,400 | | 92,400 | 92,400 |
| | TOTAL UTILITY ASSETS- METER SHOP | \$229,300 | \$0 | \$229,300 | \$229,300 |
| WATER TREATMENT PLANT SECTION: | | | | | |
| 1 | NEW CHL. TANK SCALE- MIX STREET WELLS | \$1,700 | | \$1,700 | \$1,700 |
| 1 | ULTRASONIC TRANSDUCER- MIX STREET WELLS | 3,190 | | 3,190 | 3,190 |
| 1 | FLOURIDE ELECTRODE FOR FILTER PLANT | 800 | | 800 | 800 |
| 1 | FLOURIDE ELECTRODE FOR MIX STREET | 800 | | 800 | 800 |
| 1 | DEWATERING PUMP- FILTER PLANT | 2,500 | | 2,500 | 2,500 |
| 1 | CHEMICAL FEED PUMPS FOR #1 & #2 WELLS | 1,000 | | 1,000 | 1,000 |
| | TOTAL UTILITY ASSETS-WATER TREATMENT PLANT | \$9,990 | \$0 | \$9,990 | \$9,990 |
| WATERSHED SECTION: | | | | | |
| 1 | JOHN DEERE 7417 48" WALKBEHIND MOWER | \$4,288 | \$2,000 | \$2,288 | \$2,288 |
| 1 | HUSGUARNA 353 E-TECH CHAINSAW | \$395 | | \$395 | \$395 |
| 1 | F5 450K STIHL BRUSHCUTTER | \$765 | | \$765 | \$765 |
| 1 | 345RX HUSGUARNA BRUSHCUTTER | \$800 | | \$800 | \$800 |
| 1 | SOLO BACK PACK SPRAYER | \$111 | | \$111 | \$111 |
| 1 | CURTIS FAST-CAST 300 SPREADER | \$795 | | \$795 | \$795 |
| | TOTAL UTILITY ASSETS- WATERSHED SECTION | \$7,154 | \$2,000 | \$5,154 | \$5,154 |
| OFFICE SECTION | | | | | |
| 3 | PC's @ \$700.00 EA. (REPLACEMENTS) | \$2,100 | | \$2,100 | \$2,100 |
| | TOTAL UTILITY ASSETS- OFFICE SECTION | \$2,100 | \$0 | \$2,100 | \$2,100 |
| | TOTAL UTILITY ASSETS | \$251,844 | \$2,000 | \$249,844 | \$249,844 |
| III. CAPITAL PROJECTS: | | | | | |
| | SCADA RADIO TELEMETRY UPGRADE | 84,000 | | 84,000 | 84,000 |
| | LEVEL "A" AQUIFER MAPPING | 80,000 | | 80,000 | 80,000 |
| | DISTRIBUTION SYSTEM ENHANCEMENTS | 150,000 | | 150,000 | 150,000 |
| | PEACEDALE STREET REGULATOR | 10,000 | | 10,000 | 10,000 |
| | TOTAL CAPITAL PROJECTS | \$324,000 | \$0 | \$324,000 | \$324,000 |
| | TOTAL CAPITAL OUTLAY | \$672,844 | \$12,000 | \$660,844 | \$660,844 |



Bristol Water Department Reservoir in the City of Bristol.