



**CLIFTON PARK WATER AUTHORITY
BOARD MEETING**

**Tuesday, October 9, 2018
7:00 PM**

AGENDA

Privilege of the Floor

Old Business

- Water Main Replacement on Plank Road
- Project to Increase Capacity from SCWA
- Sprint Modification Request – Knolltop
- AT&T Modification Request – Boyack
- Riggi Subdivision on Miller Road – Potential Contribution to Additional Water Main
- Adopt 2019 CPWA Budget

New Business

- Rate Covenant Resolution

Other Business

- Approve Minutes of August 30, 2018 and September 12, 2018 Meetings

Clifton Park Water Authority

Resolution # _____, 2018

Adopting 2019 Operating and Capital Budgets

NOW, THEREFORE BE IT

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby adopts the 2019 Operating Budget and Capital Budget as attached.

Motion to Accept: _____ Seconded: _____

Roll Call Vote

	<u>Ayes</u>	<u>Noes</u>
Mr. Gerstenberger	_____	_____
Mr. Ryan	_____	_____
Mr. Peterson	_____	_____
Mr. Taubkin	_____	_____
Mr. Butler	_____	_____

**CLIFTON PARK
WATER AUTHORITY**



PROPOSED BUDGET

FISCAL YEAR 2019

OPERATION AND MAINTENANCE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2019</u> <u>PROPOSED</u>	<u>2018</u> <u>ADOPTED</u>	<u>2017</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
5000	WAGES	\$ 656,526	\$ 715,484	\$ 680,757	(8.24)
5001	OVERTIME	\$ 55,500	\$ 55,500	\$ 48,034	0.00
5002	SEASONAL EMPLOYEES	\$ 13,000	\$ 13,000	\$ 11,480	0.00
5010	FICA + MEDICARE	\$ 55,465	\$ 59,975	\$ 55,442	(7.52)
5020	RETIREMENT	\$ 109,889	\$ 121,815	\$ 119,826	(9.79)
5125	HEALTH INSURANCE	\$ 204,880	\$ 203,920	\$ 198,258	0.47
	SUBTOTAL	<u>\$ 1,095,260</u>	<u>\$ 1,169,694</u>	<u>\$ 1,113,797</u>	(6.36)
5310	CONSULTANT FEES	\$ 1,000	\$ 1,000	\$ 1,000	0.00
5320	LAB FEES	\$ 50,000	\$ 42,000	\$ 39,163	19.05
5330	EDUCATION	\$ 2,500	\$ 1,500	\$ 1,400	66.67
5400	ELECTRICITY	\$ 275,000	\$ 275,000	\$ 258,578	0.00
5405	GAS & OIL	\$ 20,000	\$ 22,000	\$ 14,578	(9.09)
5500	TREATMENT CHEMICALS	\$ 200,000	\$ 200,000	\$ 188,349	0.00
5610	SUPPLIES	\$ 6,500	\$ 5,000	\$ 5,479	30.00
5700	REPAIRS & MAINTENANCE	\$ 175,000	\$ 175,000	\$ 143,354	0.00
5710	SMALL TOOLS	\$ 5,200	\$ 4,500	\$ 4,954	15.56
5715	CONTRACTED REPAIRS	\$ 26,000	\$ 26,000	\$ 27,567	0.00
5730	UNIFORMS	\$ 6,000	\$ 6,000	\$ 6,094	0.00
5805	VEHICLE MAINTENANCE	\$ 15,000	\$ 15,000	\$ 19,257	0.00
5810	MILEAGE	\$ 1,100	\$ 1,100	\$ 1,104	0.00
5901	PRESERVE RENTAL	\$ 61,000	\$ 55,000	\$ 54,518	10.91
5902	NPDES PERMIT	\$ 2,000	\$ 2,000	\$ 2,000	0.00
5903	PURCHASED WATER	\$ 825,000	\$ 800,000	\$ 513,924	3.13
5910	EQUIPMENT RENTAL	\$ 1,500	\$ 1,250	\$ 2,304	20.00
5950	PROPERTY TAXES - MALTA	\$ 80,000	\$ 80,000	\$ 73,133	0.00
6000	MISCELLANEOUS	\$ 9,000	\$ 9,000	\$ 8,336	0.00
	SUBTOTAL	<u>\$ 1,761,800</u>	<u>\$ 1,721,350</u>	<u>\$ 1,365,092</u>	2.35
TOTAL O & M		<u>\$ 2,857,060</u>	<u>\$ 2,891,044</u>	<u>\$ 2,478,889</u>	(1.18)

GENERAL AND ADMINISTRATIVE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2019</u> <u>PROPOSED</u>	<u>2018</u> <u>ADOPTED</u>	<u>2017</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
7000	WAGES	\$ 352,815	\$ 343,362	\$ 334,176	2.75
7010	FICA + MEDICARE	\$ 24,734	\$ 24,010	\$ 22,701	3.01
7020	RETIREMENT	\$ 51,084	\$ 49,590	\$ 48,818	3.01
7125	HEALTH INSURANCE	\$ 101,305	\$ 95,246	\$ 90,595	6.36
	SUBTOTAL	\$ <u>529,937</u>	\$ <u>512,208</u>	\$ <u>496,290</u>	3.46
7100	INSURANCE, GENERAL	\$ 35,000	\$ 42,750	\$ 41,539	(18.13)
7105	WORKERS COMPENSATION	\$ 36,354	\$ 26,296	\$ 25,240	38.25
7310	CONSULTANT FEES	\$ 5,000	\$ 5,000	\$ 4,563	0.00
7320	DUES	\$ 600	\$ 600	\$ 430	0.00
7330	EDUCATION	\$ 1,000	\$ 1,000	\$ 810	0.00
7400	OFFICE SUPPLIES	\$ 23,000	\$ 20,000	\$ 21,120	15.00
7410	POSTAGE	\$ 30,500	\$ 30,000	\$ 28,211	1.67
7420	AUDIT & ACCOUNTING	\$ 36,000	\$ 35,000	\$ 35,062	2.86
7425	LEGAL FEES	\$ 5,000	\$ 5,000	\$ 5,497	0.00
7430	ENGINEERING FEES	\$ 11,000	\$ 15,000	\$ 2,821	(26.67)
7600	SERVICE CONTRACTS	\$ 26,000	\$ 26,000	\$ 23,839	0.00
7700	TELEPHONE EXPENSES	\$ 14,500	\$ 14,000	\$ 13,746	3.57
7705	TECHNICAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 1,515	0.00
7710	UTILITIES OFFICE	\$ 7,000	\$ 7,000	\$ 5,410	0.00
7810	MILEAGE	\$ 200	\$ 200	\$ -	0.00
7815	TRAVEL	\$ 500	\$ 500	\$ -	0.00
7820	BAD DEBT EXPENSE	\$ 4,000	\$ 4,000	\$ 3,890	0.00
7822	COLLECTION AGENCY FEE	\$ 300	\$ 300	\$ 350	0.00
7824	BANK SERVICE CHARGE	\$ 6,360	\$ 6,360	\$ 3,231	0.00
7990	MISCELLANEOUS	\$ 3,300	\$ 3,000	\$ 1,277	10.00
	SUBTOTAL	\$ <u>247,614</u>	\$ <u>244,006</u>	\$ <u>218,551</u>	1.48
	<u>TOTAL GENERAL & ADMINISTRATIVE</u>	\$ <u>777,551</u>	\$ <u>756,214</u>	\$ <u>714,841</u>	2.82

BUDGET SUMMARY

	<u>2019</u> <u>PROPOSED</u>	<u>2018</u> <u>ADOPTED</u>	<u>2017</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
<u>EXPENSES</u>				
WAGES AND BENEFITS	\$ 1,625,197	\$ 1,681,902	\$ 1,610,087	(3.37)
ADMINISTRATION EXPENSES	\$ 247,614	\$ 244,006	\$ 218,551	1.48
O & M EXPENSES	\$ 1,761,800	\$ 1,721,350	\$ 1,365,092	2.35
 TOTAL OPERATIONAL COSTS	 \$ 3,634,611	 \$ 3,647,258	 \$ 3,193,730	 (0.35)
 DEBT SERVICE COSTS	 \$ 2,005,262	 \$ 2,000,563	 \$ 1,997,314	 0.23
 TOTAL EXPENDITURES	 <u>\$ 5,639,873</u>	 <u>\$ 5,647,821</u>	 <u>\$ 5,191,044</u>	 (0.14)
<u>REVENUES</u>				
METERED WATER SALES	\$ 4,300,000	\$ 4,300,000	\$ 4,115,289	0.00
BULK SALES	\$ 32,000	\$ 32,000	\$ 35,422	0.00
HYDRANT CHARGES	\$ 480,813	\$ 470,236	\$ 455,449	2.25
PRIVATE FIRE	\$ 31,000	\$ 31,000	\$ 30,834	0.00
HOOK UP FEE	\$ 60,000	\$ 60,000	\$ 93,750	0.00
BASIC SERVICE CHARGE	\$ 1,025,000	\$ 1,025,000	\$ 1,021,790	0.00
LEASE INCOME	\$ 127,668	\$ 124,550	\$ 115,997	2.50
INTEREST ON CAPITAL	\$ 35,000	\$ 35,000	\$ 28,522	0.00
MISCELLANEOUS*	\$ 30,000	\$ 30,000	\$ 52,263	0.00
 TOTAL REVENUE	 <u>\$ 6,121,481</u>	 <u>\$ 6,107,786</u>	 <u>\$ 5,949,316</u>	 0.22
 RESERVED, CAPITAL	 \$ 481,608	 \$ 459,965	 \$ 758,272	
 DEBT SERVICE RATIO	 1.24	 1.23	 1.38	

Miscellaneous Revenues include charges and fees such as: Inspection Fees, Interest Charges, Plan Review Fees, Hydrant Permit Fees and others.

**Clifton Park Water Authority
2019 Capital Budget**

<u>Item</u>	<u>Estimated Cost</u>
Brass Goods	\$ 19,000
Water Meters (Includes Routine Meter Replacements and Scheduled Replacements)	\$ 140,000
Replace Boyack Well 5 Pitless Adapter Spool	\$ 6,500
Fire Hydrants	\$ 15,000
(1) Pickup Truck	\$ 30,000
Well Redevelopment	\$ 15,000
Anodes - Riverview Road	\$ 8,000
Total	<u>\$ 233,500</u>
CPWA Fund Balance (as of 10/1/18)	\$ 2,590,494



RESOLUTION #____, 2018 – RESOLUTION ON THE ADEQUACY OF THE RATES TO SUFFICIENTLY COMPLY WITH THE RATE COVENANT

WHEREAS, the Clifton Park Water Authority has completed a review, taking into consideration the completion of any uncompleted water projects and issuance of future series of bonds if necessary to finance the completion of such water projects, of its financial condition for the purpose of estimating whether the net revenues for fiscal year 2018 will be sufficient to comply with the rate covenant contained in subsection (b) of the section 7.12 of the water system revenue bond resolution adopted November 16, 1993. Now, therefore be it

RESOLVED, that the Clifton Park Water Authority has estimated that its net revenues for fiscal years 2017 and 2018 will be sufficient to comply with the rate covenant contained in the subsection (b) of section 7.12 of the water system revenue bond resolution adopted November 16, 1993, and it is further

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby authorizes a copy of this resolution, certified by its chairman, an authorized officer, setting forth a reasonably detailed statement of the actual and estimated revenues, operating expenses, aggregate debt service, and any other estimates or assumptions upon which such determination was based to be filed with the bond trustee.

Roll Call Vote:

Mr. Gerstenberger -
Mr. Ryan -
Mr. Peterson -
Mr. Taubkin -
Mr. Butler -