



## CLIFTON PARK WATER AUTHORITY

### BOARD MEETING MINUTES

DECEMBER 10, 2019

Those present at the Clifton Park Water Authority board meeting were: Mr. Helmut Gerstenberger, Chairman; Mr. George Peterson, Treasurer; Mr. Peter Taubkin, Secretary; Mr. Donald Austin, Administrator; and Mr. Neil Weiner, Attorney. Absent: Mr. John Ryan, Vice Chairman; Mr. William Butler, board member; and Mr. Ronald Marshall, Superintendent.

Mr. Gerstenberger called the meeting to order at 7:03pm.

#### **PRIVILEGE OF THE FLOOR**

Craig Monroe owns 92 Hubbs Road, Ballston Lake and would like to connect to public water. He is in the process of securing a utility easement from neighbors on Heidi's Path in the Dutch Meadow development. He would like to build a house on this property. Mr. Austin explained that the CPWA has a policy that requires the property have a water main located immediately in front of, or across the street from, at least some portion of the property. Since this property does not meet this criteria, he would be required to extend the water main from Heidi's Path to his property on Hubbs Road. Mr. Monroe feels that the utility easement would essentially bring the utility to the property line. Mr. Austin explained that the intent of Resolution #20, 2009 is to not have services running through back lots or through roadside right-of-ways. It is the CPWA's duty and responsibility to make sure the water system is constructed in a manner that makes sense and that is built using materials and methods that make sense long term for the company and for the customers that it serves. After some discussion, the Board decided that a water main should be run down the road and the water line serving the property should be entirely on the property it serves. The CPWA will contact Mr. Monroe with the Board's decision.

#### **OLD BUSINESS**

##### **PROJECT TO INCREASE CAPACITY FROM SCWA**

Mr. Kortz is still waiting on a schedule from NYS Department of Health. Mr. Austin reported that at this point this project will not be completed before this coming summer.

##### **• APPROVE CHANGE ORDER AND REVISED CT MALE AGREEMENT**

Mr. Kortz explained that the proposed contract change order has contract administration, construction observation, and estimated reimbursables equal to those

presented in the original contract at \$18,600, \$15,200, and \$1,000 respectively. Construction materials testing was added at an estimated cost of \$2,800 for a total of \$37,600.

Mr. Weiner reviewed the contract agreement and requested some modifications in the agreement. Mr. Kortz will review the changes with his partners at CT Male.

A **motion** was made by Mr. Taubkin to approve the change order and revised CT Male contract for the SCWA interconnect upgrade, subject to modifications as discussed; seconded by Mr. Gerstenberger.

**RESOLUTION #23, 2019 – APPROVE CHANGE ORDER AND REVISED CT MALE  
CONTRACT FOR SCWA INTERCONNECT UPGRADE**

**WHEREAS**, the CPWA entered into a contract agreement with CT Male for construction administration and construction observation services related to the Authority's project to upgrade its interconnection with the Saratoga County Water Authority, and

**WHEREAS**, the CPWA wishes to have CT Male subcontract the construction observation services to a qualifying Minority and Women Owned Business Enterprise (MWBE) and the construction materials testing to a qualifying Service Disabled Veteran-owned Business (SDVOB) in order to satisfy the requirements of the Environmental Facilities Corporation grant that the CPWA has secured, and

**WHEREAS**, the change has resulted in an increase to the CT Male contract due to the addition of the construction materials testing that was originally to be part of the construction contract, now therefore be it

**RESOLVED**, that the CPWA Board of Directors hereby approves the Change Order, as attached, removing the construction observation services from the original Contract Agreement with CT Male and also approves the Contract Agreement with CT Male, as attached, which separately provides for construction observation and construction materials testing using qualified MWBE and SDVOB contractors and hereby authorizes the CPWA Chairman to execute any documents necessary to implement this change order and agreement.

Roll Call Vote:

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

### **MOE ROAD PUMPSTATION PARCEL**

Mr. Austin reported that the Town of Clifton Park Park District has been awarded the grant that they applied for and would now like to purchase the entire property. The appraised value of the property is \$62,000. He is waiting for the Town to move forward with the purchase.

### **CSEA CONTRACT**

A **motion** was made by Mr. Peterson approving the Collective Bargaining Agreement with the CSEA Local 1000; seconded by Mr. Gerstenberger.

### **RESOLUTION #24, 2019 – APPROVING COLLECTIVE BARGAINING AGREEMENT WITH CSEA LOCAL 1000**

**WHEREAS**, the collective bargaining agreement between the Clifton Park Water Authority (“CPWA”) and Civil Service Employees Association, Inc. Local 1000 AFSCME, AFL-CIO (“Bargaining Unit”), signed in January 2017, expires on December 31, 2019, and

**WHEREAS**, after negotiations between the CPWA and the Bargaining Unit, an agreement has been reached on the terms of a 3-year collective bargaining agreement, and

**WHEREAS**, the CPWA Board of Directors is in agreement that the terms of the contract represent a fair and equitable arrangement for both sides, now therefore be it

**RESOLVED**, that the Clifton Park Water Authority Board of Directors hereby approves the changes to the expired collective bargaining agreement between the CPWA and the Bargaining Unit, as outlined on the attached Memorandum of Agreement, and authorizes the Chairman and Authority Administrator to execute any documents necessary to implement this agreement.

Roll Call Vote:

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

### **COMMUNITY SOLAR PROPOSAL**

Andrea McMaster of Four Corners Energy and David Wells of Nexamp presented the Board with some follow up information from last month’s presentation. Mr. Wells explained that they are building community solar farms that will help New York State meet its renewable energy goals by 2030. NYS has set its goal over the next 10 years to get 70% of its electricity from renewable sources. Community solar will make it possible for New Yorkers to support the achievement of those goals. Community solar

is available to homeowners, renters, and small businesses. It guarantees a 10% - 15% discount on bill credits for up to 25 years. He explained that the utility bill would still come from National Grid, but would provide net metering credits for the CPWA's electric usage, which would offset most or all of the CPWA's electric charges. National Grid and the Public Service Commission assign the net metering credit rate. Nexamp is not a supply company, so the CPWA would still negotiate a separate rate with a supplier. The net metering credit would simply be applied to the charges from the supplier. A separate bill would then come from Nexamp in the amount of 85% of the net metering credits applied to the CPWA electric bill. The remaining 15% of the net metering credits would be seen as savings off the total cost of electricity on the National Grid bill. Nexamp requires a 15 year commitment for the 15% discount on bill credits. The Board requested Mr. Wells to provide a listing of current customers that have signed up with Nexamp.

### **NEW BUSINESS**

#### **APPROVE AMENDED 2020 CPWA OPERATING AND CAPITAL BUDGETS**

A **motion** was made by Mr. Gerstenberger to adopt amended 2020 Operating and Capital Budgets; seconded by Mr. Taubkin.

#### **RESOLUTION #25, 2019 – ADOPTING AMENDED 2020 OPERATING AND CAPITAL BUDGETS**

**WHEREAS**, the Clifton Park Water Authority Board of Directors passed Resolution #19, 2019, adopting the 2020 CPWA Operating and Capital Budgets, and

**WHEREAS**, the CPWA recently agreed on contract terms with Civil Service Employees Association, Inc. Local 1000 AFSCME, AFL-CIO, Clifton Park Water Authority Unit #8472-00 establishing wage increases and changes to health benefit contributions for the term of the contract, and

**WHEREAS**, these changes were not included in the adopted 2020 CPWA Operating Budget,

#### **NOW, THEREFORE BE IT**

**RESOLVED**, that the Clifton Park Water Authority Board of Directors hereby adopts the amended 2020 Operating and Capital Budgets as attached, which include the agreed upon changes to wages and health benefit contributions.

Roll Call Vote:

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



## **OTHER BUSINESS**

- Mr. Peterson asked if the CPWA should move forward with the Knolltop Water Tank rehab project. Mr. Austin has forwarded the 2016 report to Mr. Kortz for review but would like to wait until the SCWA project is complete before starting another project.
- Mr. Austin reported that the Oakwood Blvd pumpstation well source has diminished suddenly. The well pumps approximately 100 gallons/minute. The pump and motor were pulled but were found to be operating properly. Smith Well Drilling is coming to the site tomorrow to do some chemical and mechanical treatment on the well.
- Mr. Austin is having CT Male looking at some ways to improve the drying of backwash sludge at the Boyack Water Treatment Plant. He explained the sludge takes approximately 3 years to dry out to below a 40% moisture content. Once it's dry enough it is transported to the Colonie Landfill. They charge based on the weight so it's important to try to remove as much water from the sludge as possible prior to transport.
- Mr. Austin reported that the Preserve wells are requiring more frequent cleanings because they are getting fouled up with iron bacteria. He has forwarded historical water quality data from the wells to CT Male and their hydrogeologist is reviewing the information to establish the best course of action to keep the wells producing good quality and quantities of water. He is concerned that if something happens to these wells, which produce approximately 2 million gallons of water per day, the CPWA would have to invest a large amount of money into infrastructure to be able to replace this water with water from the SCWA. This is not an urgent matter, but Mr. Austin wants the Board to be aware of the current situation and the efforts that are being made to monitor this supply and establish best practices for maintaining productivity and water quality.

## **APPROVE MINUTES OF NOVEMBER 12, 2019 MEETING**

Tabled until next month due to not having a quorum present, as Mr. Gerstenberger was absent from the November meeting.

The CPWA's next board meeting is scheduled for January 14, 2020 at 7pm.

A **motion** was made by Mr. Gerstenberger to adjourn the meeting at 8:50pm; seconded by Mr. Taubkin. The **motion** carried 3-0, 2 absent.

Respectfully submitted,

*Sheri Collins*

Recording Secretary

cc: CPWA Board of Directors  
Neil Weiner, Esq.

## C.T. MALE ASSOCIATES

ENGINEERING, SURVEYING, ARCHITECTURE,  
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D.P.C.

50 Century Hill Drive  
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## TECHNICAL SERVICES CHANGE ORDER

NUMBER: **1**

DATE OF ISSUE: 8/21/2019

PROJECT NAME: Saratoga County Water Authority Interconnect Pump Station  
PROJECT NO. 18.8053

CLIENT'S NAME: CLIFTON PARK WATER AUTHORITY

CLIENT'S ADDRESS: 661 Clifton Park Center Road  
Clifton Park, NY 12065

CLIENT CONTACT: DONALD J. AUSTIN, JR., ADMINISTRATOR

This Change Order incorporates changes and/or additions to the original Scope of Services for Contract Agreement dated February 7, 2019. All Provisions of Agreement in the original signed Contract Agreement apply to this Change Order, unless otherwise specified herein.

### A. DESCRIPTION OF CHANGE:

Remove construction phase services from the original contract. Construction phase services identified in the original executed contract include construction administration and construction observation. Also included are reimbursable expenses associated with construction phase activities. These are summarized below:

- Construction Administration \$18,600.00
- Construction Observation \$15,200.00
- Reimbursable expenses \$ 1,000.00

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## TECHNICAL SERVICES CHANGE ORDER

NUMBER: **1**

DATE OF ISSUE: 8/21/2019

### B. CHANGE IN CONTRACT PRICE:

Original Contract Price .....	\$118,200.00
Contract Price after previous Change Order .....	\$0.00
Net Change in Contract Price due to this Change Order .....	\$-34,800.00
New Contract Price including this Change Order .....	\$83,400.00

APPROVED AND ACCEPTED BY:

(INSERT CLIENT NAME)

C.T. MALE ASSOCIATES ENGINEERING,  
SURVEYING, ARCHITECTURE, LANDSCAPE  
ARCHITECTURE & GEOLOGY, D.P.C.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Name: Donald J. Austin, Jr.

Title: Administrator

By: Charles R. Kortz

Date: 8/21/2019

Name: Charles R. Kortz, P.E.

Title: Vice President of Engineering & Quality

**MEMORANDUM OF AGREEMENT**

***By and Between the***

***Clifton Park Water Authority***

***And the***

***Civil Service Employees Association,***

***Local 1000 AFSCME, AFL-CIO***

***Clifton Park Water Authority***

***Unit #8472-00***

***Saratoga County Local 846***

The January 1, 2017 through December 31, 2019 Collective Bargaining Agreement by and between the parties is hereby modified as follows. All other provisions remain unchanged except modification of dates and housekeeping where applicable. The Memorandum of Agreement shall be subject to approval/ratification of the membership of CSEA and the Water Authority.

1. ***Term of Agreement.***

January 1, 2020 through December 31, 2022.

2. ***Article 7, Section 1 – Salary Increases.***

Effective January 1, 2020 – 3.00%

Effective January 1, 2021 - 2.50%

Effective January 1, 2022 - 2.00%

3. ***Article 5, Section 1 – Hours of Operation.***

Modify to provide as follows:

The Authority's regular business hours are Monday through Friday from 8:00 AM to 4:00 PM. The field crew maintains regular hours of Monday through Friday from 7:30 AM to 4:00 PM. Work hours, workdays and shifts can vary based on workload and business needs. Treatment Plant employees shall generally work Monday through Friday from 7:00 AM to 3:30 PM. Upon reasonable notice to employees, the Authority may revert back to



7:30 AM to 4:00 PM. Work hours, workdays and shifts can vary based upon workload and business needs.

4. *Article 7, Section 4 – On-Call.*

Modify to provide as follows:

On-call responsibility shall be Monday from 7:30 AM through the following Monday at 7:30 AM. For the purpose of calculating daily overtime totals for an on-call employee, each on-call "day" will start and end at 7:30am. An employee who is on-call and who is called into work on Monday before 7:30 AM shall have such work hours included in the prior work week.

5. *Article 7, Section 5 – Phone/Text Duty Pay – Plant Operator.*

Modify to provide that the Assistant Plant Operator shall be eligible for phone/text duty pay when the Plant Operator is not available.

6. *Article 8, Section 1 – Health Insurance.*

The Water Authority offers the MVP Silver 8 High Deductible Plan with a \$3,700 individual and \$7,400 non-individual (i.e. 2-person, single parent, family) deductible.

The MVP Silver 8 High Deductible Plan includes prescription drug coverage in the following amounts:

Tier 1 (Generic)	\$10
Tier 2 (Preferred)	\$40
Tier 3 (Non-Preferred)	\$60

The employee shall be responsible for the "up front" portion of the deductible as follows:

Effective September 1, 2017 - \$300 individual / \$425 family  
Effective September 1, 2018 - \$325 individual / \$625 family  
Effective September 1, 2019 - \$375 individual / \$725 family

The Authority shall fund the remaining portion of the deductible through a Health Reimbursement Account after the employee has satisfied his/her deductible responsibility. Effective September 1, 2020, employees shall no longer be responsible for the "up front" portion of the deductible. The Authority shall fund the entire deductible through a Health Reimbursement Account.

The Authority shall also offer an employee contributed FSA. Employees may contribute up to the maximum amount of their share of the deductible. Any unused amounts at the end of the applicable year may be carried over up to a maximum of \$500. Once the employee has reached the deductible limits of the plan, there are no other payments for medical services unless otherwise required under the plan. The Authority will contract with a third party administrator to administer the HRA and FSA provided herein, which shall provide a "smart card."

The plan period is September 1<sup>st</sup> through August 31<sup>st</sup> of each year. On September 1<sup>st</sup> of each year, the members' deductible and out-of-pocket maximum responsibilities reset to their original amounts and the process starts all over again. Upon thirty (30) days written notice to the CSEA Unit President, the employer may change carriers or plans so long as the benefits provided are comparable to the existing plan.

The employer shall not be responsible for unilateral changes in benefits, co-payment provisions, or deductibles imposed by the health insurance provider, nor shall the employer be required to negotiate the impact of such changes.

7. ***Article 8, Section 6 – Contributions.***

~~Employees hired before January 1, 1995, contribute 5% of the total cost for family health and dental coverage per month. Single coverage has no contribution. Effective January 1, 2016 the premium contribution for health and dental coverage per month will be 7.5% for family coverage.~~

Employees hired after January 1, 1995, contribute 7.5% for the total cost of individual health and dental coverage and 12.5% for the cost of family coverage per month. Effective September 1, 2020, the premium contribution for health and dental coverage per month will be 9.0% for the total cost of individual coverage and 14.0% for the cost of family coverage per month. Effective September 1, 2022, the employee contribution shall be 10% for individual health and dental coverage and 15% for family coverage.

Employees hired after December 1, 2011 contribute 20% of the total cost for health and dental coverage per month.

The Authority participates in a premium-only plan through the payroll service, which allows employees to have their portion of their health insurance premiums taken from their gross pay before taxes.

8. ***Article 8, Section 8 – Retirement Plan.***

Upon the retiree or the retiree's eligible spouse, as the case may be, meeting the eligibility or criteria for Medicare coverage, the eligible retiree or spouse must enroll in a Medicare Supplemental / Advantage plan. If there are sick leave

accruals banked, the retiree or surviving spouse may utilize them to pay their portion of the Retiree Health Insurance Medicare Supplement/Advantage Plan premiums until they are exhausted.

A retired employee shall be eligible for coverage under this provision as follows, which shall also apply to the Medicare Supplement / Advantage Plan Retiree Health Insurance plan, including Medicare Supplement / Advantage Plan:

<u>Years of Continuous Full-Time Authority Service</u>	<u>Retiree Premium Contribution</u>
15 Years	25%
20 Years	20%
25 Years	15%
30 Years	10%

CSEA Solstice EBF Vision and/or Dental Plans:

1. Bargaining unit members and their dependents shall have the option to enroll in the CSEA Employee Benefit Fund ("EBF") Solstice Dental and/or Vision Plan(s) at the employees cost. The employee share of the cost of such coverage shall be paid by each enrolling member on a self-pay basis through the CSEA EBF.

2. Bargaining unit members and their eligible dependents may enroll in the CSEA Employee Benefit Fund Retiree Dental and/or Retiree Vision plan(s) into retirement at their own expense paid directly to the CSEA Employee Benefit Fund without involvement or cost to the Authority.

3. Employees seeking to retire may choose between continuing the Dental plan offered to active employees into retirement or the CSEA EBF plan provided by paragraph 2 above; provided the employee must choose their dental plan at the time of retirement and may not change their election after it is made.

9. *Article 9, Section 4, Holidays.*

Employees required to work on Memorial Day, July 4<sup>th</sup>, Labor Day, December 25<sup>th</sup>, and/or Thanksgiving Day will be compensated at double (2X) time their normal rate of pay in addition to their holiday pay.

10. *Article \_\_\_, Section 1.b – Salary Upon Promotion.*

Modify by **ADDING** the following:

Employees who are promoted one grade shall move in the Matrix to the same Step that the employee was in prior to the promotion. Employees who are promoted two or more grades shall move back no more than one Step and shall have the same amount of time to move to the next Step as prior to the promotion. For example, an employee in Grade 3 Step 6, with two years remaining in Step

11/13/19

before being eligible to move to Step 7 is promoted to Grade 5 (a two-grade promotion). This employee will be placed in Grade 5, no lower than Step 5 and need the same two years, as was the case prior to promotion, to move to the next Step.

Dated: ~~November~~ <sup>DECEMBER</sup> 4, 2019

CLIFTON PARK WATER AUTHORITY

By: 

Dated: November 14, 2019

CSEA, LOCAL 1000 AFSCME, AFL-CIO  
CLIFTON PARK WATER AUTHORITY  
UNIT #8472-00, SARATOGA COUNTY  
LOCAL 846

By:   
 CSEA Inc.

# **CLIFTON PARK WATER AUTHORITY**



**PROPOSED AMENDED BUDGET**

**FISCAL YEAR 2020**

## OPERATION AND MAINTENANCE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2020</u> <u>PROPOSED</u>	<u>2019</u> <u>ADOPTED</u>	<u>2018</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
5000	WAGES	\$ 679,756	\$ 656,526	\$ 675,585	3.54
5001	OVERTIME	\$ 55,500	\$ 55,500	\$ 50,139	0.00
5002	SEASONAL EMPLOYEES	\$ 14,500	\$ 13,000	\$ 12,600	11.54
5010	FICA + MEDICARE	\$ 57,356	\$ 55,465	\$ 55,439	3.41
5020	RETIREMENT	\$ 115,493	\$ 109,889	\$ 115,204	5.10
5125	HEALTH INSURANCE	\$ 223,255	\$ 204,880	\$ 198,872	8.97
	SUBTOTAL	<u>\$ 1,145,860</u>	<u>\$ 1,095,260</u>	<u>\$ 1,107,839</u>	4.62
5310	CONSULTANT FEES	\$ 1,000	\$ 1,000	\$ -	0.00
5320	LAB FEES	\$ 40,000	\$ 50,000	\$ 37,337	(20.00)
5330	EDUCATION	\$ 3,000	\$ 2,500	\$ 1,650	20.00
5400	ELECTRICITY	\$ 275,000	\$ 275,000	\$ 267,476	0.00
5405	GAS & OIL	\$ 27,000	\$ 20,000	\$ 26,277	35.00
5500	TREATMENT CHEMICALS	\$ 200,000	\$ 200,000	\$ 209,934	0.00
5610	SUPPLIES	\$ 7,500	\$ 6,500	\$ 4,216	15.38
5700	REPAIRS & MAINTENANCE	\$ 185,000	\$ 175,000	\$ 170,152	5.71
5710	SMALL TOOLS	\$ 5,200	\$ 5,200	\$ 5,281	0.00
5715	CONTRACTED REPAIRS	\$ 41,000	\$ 26,000	\$ 6,460	57.69
5730	UNIFORMS	\$ 6,000	\$ 6,000	\$ 6,857	0.00
5805	VEHICLE MAINTENANCE	\$ 15,000	\$ 15,000	\$ 14,010	0.00
5810	MILEAGE	\$ 1,100	\$ 1,100	\$ 875	0.00
5901	PRESERVE RENTAL	\$ 61,000	\$ 61,000	\$ 60,382	0.00
5902	NPDES PERMIT	\$ 2,000	\$ 2,000	\$ 2,500	0.00
5903	PURCHASED WATER	\$ 825,000	\$ 825,000	\$ 630,893	0.00
5910	EQUIPMENT RENTAL	\$ 1,500	\$ 1,500	\$ 1,314	0.00
5950	PROPERTY TAXES - MALTA	\$ 80,000	\$ 80,000	\$ 73,792	0.00
6000	MISCELLANEOUS	\$ 9,000	\$ 9,000	\$ 9,550	0.00
	SUBTOTAL	<u>\$ 1,785,300</u>	<u>\$ 1,761,800</u>	<u>\$ 1,528,956</u>	1.33
	<b>TOTAL O &amp; M</b>	<u><b>\$ 2,931,160</b></u>	<u><b>\$ 2,857,060</b></u>	<u><b>\$ 2,636,795</b></u>	2.59



## GENERAL AND ADMINISTRATIVE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2020</u> <u>PROPOSED</u>	<u>2019</u> <u>ADOPTED</u>	<u>2018</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
7000	WAGES	\$ 364,930	\$ 352,815	\$ 343,096	3.43
7010	FICA + MEDICARE	\$ 25,660	\$ 24,734	\$ 23,241	3.75
7020	RETIREMENT	\$ 54,004	\$ 51,084	\$ 49,590	5.72
7125	HEALTH INSURANCE	\$ 103,859	\$ 101,305	\$ 103,545	2.52
	SUBTOTAL	<u>\$ 548,454</u>	<u>\$ 529,938</u>	<u>\$ 519,472</u>	3.49
7100	INSURANCE, GENERAL	\$ 35,000	\$ 35,000	\$ 23,570	0.00
7105	WORKERS COMPENSATION	\$ 32,000	\$ 36,354	\$ 26,296	(11.98)
7310	CONSULTANT FEES	\$ 5,000	\$ 5,000	\$ 8,163	0.00
7320	DUES	\$ 600	\$ 600	\$ 333	0.00
7330	EDUCATION	\$ 1,000	\$ 1,000	\$ -	0.00
7400	OFFICE SUPPLIES	\$ 25,000	\$ 23,000	\$ 22,871	8.70
7410	POSTAGE	\$ 30,500	\$ 30,500	\$ 31,210	0.00
7420	AUDIT & ACCOUNTING	\$ 37,000	\$ 36,000	\$ 37,901	2.78
7425	LEGAL FEES	\$ 5,000	\$ 5,000	\$ 113	0.00
7430	ENGINEERING FEES	\$ 11,000	\$ 11,000	\$ 7,099	0.00
7600	SERVICE CONTRACTS	\$ 27,000	\$ 26,000	\$ 25,609	3.85
7700	TELEPHONE EXPENSES	\$ 15,000	\$ 14,500	\$ 14,617	3.45
7705	TECHNICAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 2,312	0.00
7710	UTILITIES OFFICE	\$ 7,000	\$ 7,000	\$ 6,026	0.00
7810	MILEAGE	\$ 200	\$ 200	\$ -	0.00
7815	TRAVEL	\$ 500	\$ 500	\$ -	0.00
7820	BAD DEBT EXPENSE	\$ 4,000	\$ 4,000	\$ 1,784	0.00
7822	COLLECTION AGENCY FEE	\$ 300	\$ 300	\$ 156	0.00
7824	BANK SERVICE CHARGE	\$ 6,360	\$ 6,360	\$ 6,129	0.00
7990	MISCELLANEOUS	\$ 3,300	\$ 3,300	\$ 2,332	0.00
	SUBTOTAL	<u>\$ 247,760</u>	<u>\$ 247,614</u>	<u>\$ 216,521</u>	0.06
<b><u>TOTAL GENERAL &amp; ADMINISTRATIVE</u></b>		<b><u>\$ 796,214</u></b>	<b><u>\$ 777,552</u></b>	<b><u>\$ 735,993</u></b>	2.40

## BUDGET SUMMARY

	<u>2020</u> <u>PROPOSED</u>	<u>2019</u> <u>ADOPTED</u>	<u>2018</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
<b><u>EXPENSES</u></b>				
WAGES AND BENEFITS	\$ 1,694,314	\$ 1,625,198	\$ 1,627,311	4.25
ADMINISTRATION EXPENSES	\$ 247,760	\$ 247,614	\$ 216,521	0.06
O & M EXPENSES	\$ 1,785,300	\$ 1,761,800	\$ 1,528,956	1.33
TOTAL OPERATIONAL COSTS	\$ 3,727,374	\$ 3,634,612	\$ 3,372,788	2.55
DEBT SERVICE COSTS	\$ 1,987,413	\$ 2,005,262	\$ 2,000,563	(0.89)
TOTAL EXPENDITURES	<u>\$ 5,714,787</u>	<u>\$ 5,639,874</u>	<u>\$ 5,373,351</u>	1.33
<b><u>REVENUES</u></b>				
METERED WATER SALES	\$ 4,300,000	\$ 4,300,000	\$ 4,460,672	0.00
BULK SALES	\$ 40,000	\$ 32,000	\$ 26,695	25.00
HYDRANT CHARGES	\$ 492,780	\$ 480,813	\$ 470,306	2.49
PRIVATE FIRE	\$ 32,500	\$ 31,000	\$ 32,370	4.84
HOOK UP FEE	\$ 65,000	\$ 60,000	\$ 81,990	8.33
BASIC SERVICE CHARGE	\$ 1,050,000	\$ 1,025,000	\$ 1,032,680	2.44
LEASE INCOME	\$ 125,000	\$ 127,668	\$ 118,857	(2.09)
INTEREST ON CAPITAL	\$ 60,000	\$ 35,000	\$ 58,119	71.43
MISCELLANEOUS*	\$ 30,000	\$ 30,000	\$ 33,676	0.00
TOTAL REVENUE	<u>\$ 6,195,280</u>	<u>\$ 6,121,481</u>	<u>\$ 6,315,365</u>	1.21
RESERVED, CAPITAL	\$ 480,493	\$ 481,607	\$ 942,014	
DEBT SERVICE RATIO	1.23	1.24	1.47	

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

**Clifton Park Water Authority  
2020 Capital Budget**

<b><u>Item</u></b>	<b><u>Estimated Cost</u></b>
Brass Goods	\$ 19,000
Water Meters (Includes Routine Meter Replacements and Scheduled Replacements)	\$ 130,000
Fire Hydrants	\$ 21,000
(1) Pickup Truck	\$ 30,000
New Dump Truck	\$ 150,000
Well Redevelopment	\$ 15,000
SCADA Upgrades	\$ 8,100
Office Server	\$ 6,000
Variable Frequency Drive for Preserve Well 4	\$ 15,000
Tapping Tool	\$ 10,200
GPS Data Collector and Software	\$ 7,000
<b>Total</b>	<b><u>\$ 411,300</u></b>
<b>CPWA Fund Balance (as of 9/30/19)</b>	<b>\$ 2,687,102</b>