



**CLIFTON PARK WATER AUTHORITY
BOARD MEETING**

**Tuesday, October 11, 2016
7:00 PM**

AGENDA

Privilege of the Floor

Old Business

- Tank Inspections at Knolltop, Miller and Blue Spruce
- Preserve Test Well
- Union Negotiations
- Bond Refunding
- 2017 CPWA Budget

New Business

- Scheduling and Funding Future Capital Projects

Other Business

- Approve Minutes of September 12, 2016 Meeting

Clifton Park Water Authority

Resolution # _____, 2016

Amending Resolution #20, 2015

Amending Capital Budget for Preserve Well 7 Installation

WHEREAS, the Clifton Park Water Authority wishes to install an additional well in the Vischer Ferry Nature Preserve, which project was included and described in CT Male's 2016 Capital Projects for Improved System Operations, and

WHEREAS, bids were received for the installation, with the lowest bid being \$71,735.00 from Layne Christensen Company, and

WHEREAS, the Clifton Park Water Authority Board of Directors passed Resolution #20, 2015 adopting the Capital Budget for 2016, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby amends Resolution #20, 2015 to add an \$86,735.00 line item for installation of Preserve Well #7, including an estimated \$15,000 in engineering fees, to the 2016 CPWA Capital Budget.

Motion By: _____ Seconded By: _____

Roll Call Vote

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

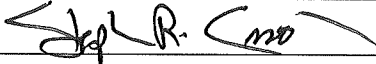
PROJECT BID SHEET
TEST WELL CONSTRUCTION AND TESTING
VISCHERS FERRY WILDLIFE PRESERVE, CLIFTON PARK, NEW YORK

- Item No. 1: For the mobilization and demobilization of drilling rig and all associated equipment for the lump sum amount of \$ **8,365** .
- Item No. 2: For supplying, drilling, installation and removal of 10 feet of 36-inch O.D. outer casing, the unit price of \$ **995** per lineal foot, for a total of \$ **9,950** per well.
- Item No. 3: For supplying, drilling and installation of 35 feet of 24-inch O.D. outer casing, including formation sampling and sieve analyses, the unit price of \$ **332** per lineal foot, for a total of \$ **11,620** per well.
- Item No. 4: For supplying and installation of 10 lineal feet of 18-inch diameter stainless steel continuous wrap well screen, including gravel pack, the unit price of \$ **580** per foot for a total of \$ **5,800** per well.
- Item No. 5: For supplying and installation of 25 lineal feet of 18-inch O.D. production casing, the unit price of \$ **92** per foot for a total of \$ **2,300** per well.
- Item No. 6: For 24 hours of development of well, the unit price of \$ **350** per hour, for a total of \$ **8,400** per well.
- Item No. 7: For labor and equipment to furnish, install and remove pump and pump test equipment; for the lump sum price \$ **15,205** .
- Item No. 8: For labor and equipment for pumping test, the lump sum price \$ **10,095** .

PROJECT BID SHEET
TEST/PRODUCTION WELL CONSTRUCTION AND TESTING
VISCHERS FERRY WILDLIFE PRESERVE, CLIFTON PARK, NEW YORK
(continued)

Total Bid Amount: \$ 71,735

Company: Layne Christensen Company

Address: PO Box 917, 134-2 Layne Lane
Schoharie, New York 12157


CLIFTON PARK WATER AUTHORITY,
NEW YORK

FINAL REFUNDING RESULTS

For the refunding of the Series 2009 Bonds
(Callable Maturities Only: 2020-2029)

	<i>7/11/2016</i>	<i>Pre-Pricing 9/27/16</i>	<i>Final Pricing 9/28/16</i>
Par Amount of the Refunding Bonds:	\$5,170,000	\$5,005,000	\$4,950,000
Annual Budgetary Savings:			
2017	\$19,208	\$24,494	\$25,980
2018	\$17,819	\$18,394	\$19,931
2019	\$17,919	\$18,394	\$19,931
2020	\$18,019	\$33,394	\$39,931
2021	\$15,500	\$30,075	\$41,413
2022	\$17,800	\$31,575	\$37,513
2023	\$19,663	\$32,638	\$38,375
2024	\$17,775	\$33,250	\$38,788
2025	\$16,588	\$33,900	\$44,238
2026	\$15,063	\$30,000	\$40,138
2027	\$19,300	\$30,700	\$39,138
2028	\$18,700	\$29,700	\$38,138
2029	<u>\$16,875</u>	<u>\$32,475</u>	<u>\$42,425</u>
Total Budgetary Savings:	\$230,227	\$378,988	\$465,936
Total Net Present Value Savings:	\$192,042	\$235,623	\$312,753
Savings as a % of refunded bonds:	3.72%	4.56%	6.06%
Savings GOAL as a % of refunded bonds:	3.00%	3.00%	3.00%

Prepared by: Fiscal Advisors & Marketing, Inc.

Clifton Park Water Authority

Resolution # _____, 2016

Adopting 2017 Operating and Capital Budgets

NOW, THEREFORE BE IT

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby adopts the 2017 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 2017

OPERATION AND MAINTENANCE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2017</u> <u>PROPOSED</u>	<u>2016</u> <u>ADOPTED</u>	<u>2015</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
5000	WAGES	\$ 675,929	\$ 669,276	\$ 617,086	0.99
5001	OVERTIME	\$ 50,000	\$ 50,000	\$ 49,804	0.00
5002	SEASONAL EMPLOYEES	\$ 12,000	\$ 12,000	\$ 10,454	0.00
5010	FICA + MEDICARE	\$ 45,752	\$ 55,942	\$ 51,668	(18.22)
5020	RETIREMENT	\$ 116,149	\$ 115,084	\$ 129,883	0.93
5125	HEALTH INSURANCE	\$ 194,100	\$ 197,459	\$ 188,289	(1.70)
	SUBTOTAL	<u>\$ 1,093,930</u>	<u>\$ 1,099,761</u>	<u>\$ 1,047,184</u>	(0.53)
5310	CONSULTANT FEES	\$ 1,000	\$ 1,000	\$ -	0.00
5320	LAB FEES	\$ 40,000	\$ 40,000	\$ 22,545	0.00
5330	EDUCATION	\$ 1,500	\$ 1,500	\$ 2,237	0.00
5400	ELECTRICITY	\$ 275,000	\$ 275,000	\$ 271,774	0.00
5405	GAS & OIL	\$ 20,000	\$ 42,000	\$ 17,055	(52.38)
5500	TREATMENT CHEMICALS	\$ 190,000	\$ 180,000	\$ 190,796	5.56
5610	SUPPLIES	\$ 4,500	\$ 4,500	\$ 1,746	0.00
5700	REPAIRS & MAINTENANCE	\$ 200,000	\$ 200,000	\$ 148,134	0.00
5710	SMALL TOOLS	\$ 4,000	\$ 4,000	\$ 4,099	0.00
5715	CONTRACTED REPAIRS	\$ 26,000	\$ 26,000	\$ 17,808	0.00
5730	UNIFORMS	\$ 4,500	\$ 4,500	\$ 4,249	0.00
5805	VEHICLE MAINTENANCE	\$ 15,000	\$ 15,000	\$ 14,593	0.00
5810	MILEAGE	\$ 1,000	\$ 1,000	\$ 712	0.00
5901	PRESERVE RENTAL	\$ 55,000	\$ 55,000	\$ 54,218	0.00
5902	NPDES PERMIT	\$ 2,000	\$ 2,000	\$ 2,000	0.00
5903	PURCHASED WATER	\$ 730,000	\$ 650,000	\$ 700,904	12.31
5910	EQUIPMENT RENTAL	\$ 1,250	\$ 1,250	\$ 1,202	0.00
5950	PROPERTY TAXES - MALTA	\$ 72,000	\$ 70,000	\$ 70,184	2.86
6000	MISCELLANEOUS	\$ 9,000	\$ 9,000	\$ 9,638	0.00
	SUBTOTAL	<u>\$ 1,651,750</u>	<u>\$ 1,581,750</u>	<u>\$ 1,533,894</u>	4.43
TOTAL O & M		<u>\$ 2,745,680</u>	<u>\$ 2,681,511</u>	<u>\$ 2,581,078</u>	2.39

GENERAL AND ADMINISTRATIVE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2017</u> <u>PROPOSED</u>	<u>2016</u> <u>ADOPTED</u>	<u>2015</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
7000	WAGES	\$ 330,126	\$ 312,605	\$ 317,798	5.60
7010	FICA + MEDICARE	\$ 18,639	\$ 22,684	\$ 23,159	(17.83)
7020	RETIREMENT	\$ 48,100	\$ 58,770	\$ 56,894	(18.16)
7125	HEALTH INSURANCE	\$ 90,803	\$ 99,545	\$ 96,443	(8.78)
	SUBTOTAL	<u>\$ 487,667</u>	<u>\$ 493,604</u>	<u>\$ 494,294</u>	(1.20)
7100	INSURANCE, GENERAL	\$ 35,000	\$ 42,000	\$ 26,057	(16.67)
7105	WORKERS COMPENSATION	\$ 25,240	\$ 14,946	\$ 14,946	68.87
7310	CONSULTANT FEES	\$ 5,000	\$ 5,000	\$ 2,204	0.00
7320	DUES	\$ 600	\$ 3,850	\$ 3,881	(84.42)
7330	EDUCATION	\$ 1,000	\$ 1,000	\$ 345	0.00
7400	OFFICE SUPPLIES	\$ 20,000	\$ 19,500	\$ 21,124	2.56
7410	POSTAGE	\$ 33,000	\$ 31,000	\$ 28,727	6.45
7420	AUDIT & ACCOUNTING	\$ 32,000	\$ 29,000	\$ 29,056	10.34
7425	LEGAL FEES	\$ 5,000	\$ 2,500	\$ 653	100.00
7430	ENGINEERING FEES	\$ 16,000	\$ 15,000	\$ 19,597	6.67
7600	SERVICE CONTRACTS	\$ 25,000	\$ 24,000	\$ 23,430	4.17
7700	TELEPHONE EXPENSES	\$ 13,000	\$ 13,000	\$ 10,976	0.00
7705	TECHNICAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 1,200	0.00
7710	UTILITIES OFFICE	\$ 8,300	\$ 8,300	\$ 8,214	0.00
7810	MILEAGE	\$ 800	\$ 800	\$ 26	0.00
7815	TRAVEL	\$ 500	\$ 500	\$ -	0.00
7820	BAD DEBT EXPENSE	\$ 4,000	\$ 4,000	\$ 4,644	0.00
7822	COLLECTION AGENCY FEE	\$ 300	\$ 300	\$ 150	0.00
7823	CREDIT CARD TRANS EXP		\$ 9,200	\$ 7,050	(100.00)
7990	MISCELLANEOUS	\$ 4,000	\$ 4,000	\$ 3,666	0.00
	SUBTOTAL	<u>\$ 230,740</u>	<u>\$ 229,896</u>	<u>\$ 205,946</u>	0.37
<u>TOTAL GENERAL & ADMINISTRATIVE</u>		<u>\$ 718,407</u>	<u>\$ 723,500</u>	<u>\$ 700,240</u>	(0.70)

BUDGET SUMMARY

	<u>2017</u> <u>PROPOSED</u>	<u>2016</u> <u>ADOPTED</u>	<u>2015</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
<u>EXPENSES</u>				
WAGES AND BENEFITS	\$ 1,581,598	\$ 1,593,365	\$ 1,541,478	(0.74)
ADMINISTRATION EXPENSES	\$ 230,740	\$ 229,896	\$ 205,946	0.37
O & M EXPENSES	\$ 1,651,750	\$ 1,581,750	\$ 1,533,894	4.43
TOTAL OPERATIONAL COSTS	\$ 3,464,088	\$ 3,405,011	\$ 3,281,318	1.73
DEBT SERVICE COSTS	\$ 2,023,294	\$ 2,026,694	\$ 2,028,294	(0.17)
TOTAL EXPENDITURES	<u>\$ 5,487,382</u>	<u>\$ 5,431,705</u>	<u>\$ 5,309,612</u>	1.03
 <u>REVENUES</u>				
METERED WATER SALES	\$ 4,250,000	\$ 4,250,000	\$ 4,432,898	0.00
BASIC SERVICE CHARGE	\$ 1,011,000	\$ 1,007,000	\$ 1,010,606	0.40
HYDRANT CHARGES	\$ 455,448	\$ 440,412	\$ 429,643	3.41
INTEREST ON CAPITAL	\$ 35,000	\$ 20,000	\$ 34,432	75.00
HOOK UP FEE	\$ 50,000	\$ 75,000	\$ 46,870	(33.33)
LEASE INCOME	\$ 121,525	\$ 118,346	\$ 65,860	2.69
MISCELLANEOUS*	\$ 30,000	\$ 30,000	\$ 33,843	0.00
BULK SALES	\$ 32,000	\$ 32,000	\$ 30,748	0.00
PRIVATE FIRE	\$ 30,000	\$ 28,000	\$ 28,472	7.14
TOTAL REVENUE	<u>\$ 6,014,973</u>	<u>\$ 6,000,758</u>	<u>\$ 6,113,372</u>	0.24
RESERVED, CAPITAL	\$ 527,591	\$ 569,053	\$ 803,760	
DEBT SERVICE RATIO	1.26	1.28	1.40	

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

**Clifton Park Water Authority
2017 Capital Budget**

<u>Item</u>	<u>Estimated Cost</u>
Brass Goods	\$ 25,000
Water Meters (Includes Routine Meter Replacements and Scheduled Replacements)	\$ 140,000
SCADA System Work - Magnolia Way	\$ 10,000
Fire Hydrants	\$ 7,000
(1) Pickup Truck	\$ 30,000
Well Redevelopment	\$ 15,000
Dehumidifier for Boyack WTP (Replacement)	\$ 4,000
Chemical Feed Pump - Boyack WTP (Replacement)	\$ 5,500
Refurbish CPWA's 1999 International Dump Truck	\$ 10,000
Folder/Inserter	\$ 9,000
 Total	 <u>\$ 255,500</u>
 CPWA Fund Balance (as of 10/7/16)	 \$ 1,699,083