

**CLIFTON PARK WATER AUTHORITY  
BOARD MEETING**

**Wednesday, September 20, 2023  
7:00 PM**

**AGENDA**

- Approve Minutes of August 9, 2023 Meeting

**Privilege of the Floor**

**Old Business**

- Peacock Glen Property
- PFAS Settlement

**New Business**

- 2024 Preliminary Budget

**Other Business**

## OPERATION AND MAINTENANCE EXPENSES

CODE	DESCRIPTION	<u>2024</u> PROPOSED	<u>2023</u> ADOPTED	<u>2022</u> ACTUAL	CHANGE (%)
5000	WAGES	\$ 830,170	\$ 794,413	\$ 685,740	4.50
5001	OVERTIME	\$ 60,000	\$ 60,000	\$ 61,520	0.00
5002	SEASONAL EMPLOYEES	\$ 23,000	\$ 23,000	\$ 13,704	0.00
5010	FICA + MEDICARE	\$ 69,435	\$ 66,342	\$ 57,745	4.66
5020	RETIREMENT	\$ 149,280	\$ 118,425	\$ 96,422	26.05
5125	HEALTH INSURANCE	\$ 298,876	\$ 291,274	\$ 270,891	2.61
	SUBTOTAL	<u>\$ 1,430,761</u>	<u>\$ 1,353,454</u>	<u>\$ 1,186,022</u>	5.71
5310	CONSULTANT FEES	\$ 1,000	\$ 1,000	\$ 400	0.00
5320	LAB FEES	\$ 40,000	\$ 40,000	\$ 32,946	0.00
5330	EDUCATION	\$ 3,000	\$ 3,000	\$ 3,070	0.00
5400	ELECTRICITY	\$ 285,000	\$ 285,000	\$ 278,965	0.00
5405	GAS & OIL	\$ 40,000	\$ 40,000	\$ 44,806	0.00
5500	TREATMENT CHEMICALS	\$ 250,000	\$ 265,000	\$ 220,404	(5.66)
5610	SUPPLIES	\$ 8,000	\$ 8,000	\$ 8,365	0.00
5700	REPAIRS & MAINTENANCE	\$ 300,000	\$ 300,000	\$ 314,622	0.00
5710	SMALL TOOLS	\$ 5,200	\$ 5,200	\$ 4,546	0.00
5715	CONTRACTED REPAIRS	\$ 60,000	\$ 60,000	\$ 23,743	0.00
5730	UNIFORMS	\$ 5,000	\$ 6,000	\$ 4,473	(16.67)
5805	VEHICLE MAINTENANCE	\$ 19,000	\$ 16,000	\$ 17,616	18.75
5810	MILEAGE	\$ 500	\$ 500	\$ -	0.00
5901	PRESERVE RENTAL	\$ 62,000	\$ 62,000	\$ 61,657	0.00
5902	NPDES PERMIT	\$ 2,500	\$ 2,500	\$ 2,500	0.00
5903	PURCHASED WATER	\$ 1,050,000	\$ 1,000,000	\$ 1,211,017	5.00
5910	EQUIPMENT RENTAL	\$ 1,500	\$ 1,500	\$ 1,307	0.00
5950	PROPERTY TAXES - MALTA	\$ 63,000	\$ 70,000	\$ 60,985	(10.00)
6000	MISCELLANEOUS	\$ 9,000	\$ 9,000	\$ 7,935	0.00
	SUBTOTAL	<u>\$ 2,204,700</u>	<u>\$ 2,174,700</u>	<u>\$ 2,299,357</u>	1.38
<b>TOTAL O &amp; M</b>		<b><u>\$ 3,635,461</u></b>	<b><u>\$ 3,528,154</u></b>	<b><u>\$ 3,485,379</u></b>	3.04

## GENERAL AND ADMINISTRATIVE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2024</u> <u>PROPOSED</u>	<u>2023</u> <u>ADOPTED</u>	<u>2022</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
7000	WAGES	\$ 400,723	\$ 391,300	\$ 358,657	2.41
7010	FICA + MEDICARE	\$ 30,417	\$ 29,696	\$ 26,135	2.43
7020	RETIREMENT	\$ 68,051	\$ 55,614	\$ 46,009	22.36
7125	HEALTH INSURANCE	\$ 158,878	\$ 120,313	\$ 111,782	32.05
	SUBTOTAL	<u>\$ 658,069</u>	<u>\$ 596,923</u>	<u>\$ 542,583</u>	10.24
7100	INSURANCE, GENERAL	\$ 45,000	\$ 41,000	\$ 39,283	9.76
7105	WORKERS COMPENSATION	\$ 44,578	\$ 38,873	\$ 44,370	14.68
7310	CONSULTANT FEES	\$ 7,000	\$ 7,000	\$ 5,363	0.00
7320	DUES	\$ 600	\$ 600	\$ 494	0.00
7330	EDUCATION	\$ 1,000	\$ 1,000	\$ 75	0.00
7400	OFFICE SUPPLIES	\$ 30,000	\$ 30,000	\$ 28,620	0.00
7410	POSTAGE	\$ 35,000	\$ 32,000	\$ 33,235	9.38
7420	AUDIT & ACCOUNTING	\$ 39,000	\$ 37,000	\$ 33,293	5.41
7425	LEGAL FEES	\$ 25,000	\$ 25,000	\$ 25,182	0.00
7430	ENGINEERING FEES	\$ 16,000	\$ 16,000	\$ 24,764	0.00
7600	SERVICE CONTRACTS	\$ 27,000	\$ 27,000	\$ 24,336	0.00
7700	TELEPHONE EXPENSES	\$ 18,000	\$ 18,000	\$ 16,350	0.00
7705	TECHNICAL SUPPLIES	\$ 2,500	\$ 2,500	\$ 622	0.00
7710	UTILITIES OFFICE	\$ 8,200	\$ 8,200	\$ 5,933	0.00
7810	MILEAGE	\$ 200	\$ 200	\$ -	0.00
7815	TRAVEL	\$ 500	\$ 500	\$ 104	0.00
7820	BAD DEBT EXPENSE	\$ 2,000	\$ 2,000	\$ (227)	0.00
7822	COLLECTION AGENCY FEE	\$ 300	\$ 300	\$ 65	0.00
7824	BANK SERVICE CHARGE	\$ -	\$ 7,000	\$ 7,277	(100.00)
7990	MISCELLANEOUS	\$ 3,000	\$ 3,000	\$ 2,153	0.00
	SUBTOTAL	<u>\$ 304,878</u>	<u>\$ 297,173</u>	<u>\$ 291,292</u>	2.59
	<b><u>TOTAL GENERAL &amp; ADMINISTRATIVE</u></b>	<b><u>\$ 962,947</u></b>	<b><u>\$ 894,096</u></b>	<b><u>\$ 833,875</u></b>	7.70

## BUDGET SUMMARY

	<u>2024</u> <u>PROPOSED</u>	<u>2023</u> <u>ADOPTED</u>	<u>2022</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
<b><u>EXPENSES</u></b>				
WAGES AND BENEFITS	\$ 2,088,830	\$ 1,950,377	\$ 1,728,605	7.10
ADMINISTRATION EXPENSES	\$ 304,878	\$ 297,173	\$ 291,292	2.59
O & M EXPENSES	\$ 2,204,700	\$ 2,174,700	\$ 2,299,357	1.38
TOTAL OPERATIONAL COSTS	\$ 4,598,408	\$ 4,422,250	\$ 4,319,254	3.98
DEBT SERVICE COSTS	\$ 1,983,413	\$ 1,989,513	\$ 1,987,013	(0.31)
TOTAL EXPENDITURES	<u>\$ 6,581,821</u>	<u>\$ 6,411,763</u>	<u>\$ 6,306,267</u>	2.65
<b><u>REVENUES</u></b>				
METERED WATER SALES	\$ 4,850,000	\$ 4,850,000	\$ 4,827,480	0.00
BULK SALES	\$ 62,000	\$ 61,500	\$ 62,808	0.81
HYDRANT CHARGES	\$ 553,071	\$ 542,226	\$ 528,644	2.00
PRIVATE FIRE	\$ 36,000	\$ 35,000	\$ 34,841	2.86
HOOK UP FEE	\$ 70,000	\$ 70,000	\$ 71,650	0.00
BASIC SERVICE CHARGE	\$ 1,068,000	\$ 1,066,300	\$ 1,054,644	0.16
LEASE INCOME	\$ 149,467	\$ 140,652	\$ 137,849	6.27
INTEREST ON CAPITAL	\$ 60,000	\$ 5,000	\$ 3,039	1,100.00
MISCELLANEOUS*	\$ 30,000	\$ 30,000	\$ 57,721	0.00
TOTAL REVENUE	<u>\$ 6,878,538</u>	<u>\$ 6,800,678</u>	<u>\$ 6,778,676</u>	1.14
RESERVED, CAPITAL	\$ 296,717	\$ 388,915	\$ 472,409	
DEBT SERVICE RATIO	1.15	1.20	1.24	

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

**Clifton Park Water Authority  
2024 Capital Budget**

<u>Item</u>	<u>Estimated Cost</u>
Brass Goods	\$ 40,000
Water Meters (Includes Routine Meter Replacements and Scheduled Replacements)	\$ 160,000
Color Monitor - Boyack	\$ 10,000
Chlorine Analyzer - Plank	\$ 6,600
Replacement Filter Media - Boyack	\$ 230,000
Fire Hydrants (4)	\$ 20,000
Rebuild Gate Valves and Check Valves - Boyack	\$ 8,000
Excavator Trailer	\$ 30,000
1/2 Ton Pickup Truck	\$ 40,000
Meter Van	\$ <u>45,000</u>
<b>Total</b>	<b>\$ <u>589,600</u></b>
<b>CPWA Fund Balance (as of 9/19/2023)</b>	<b>\$ 2,621,816</b>