

Clay Township Regional Waste District

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BUDGET & FINANCE COMMITTEE MEETING

Tuesday, May 2, 2017 @ 7:15 A.M.
10701 N. College Ave, Suite A, Indianapolis, IN 46280

AGENDA

1. Public Comment
2. Financial Statements and Investments
3. IT Review
4. Cedar Point Construction Cost Ordinance
5. User Rate Increase Review
6. Other Business

The next Meeting will be held on Friday May 26, 2017 at 7:30 am

Clay Township Regional Waste District

Balance Sheet

March 31, 2017

| | Actual as of 03/31/2017 | Actual as of 03/31/2016 | % of Prior Year |
|--|-------------------------------|-------------------------------|-----------------|
| ASSETS | | | |
| Utility Plant | 109,616,821 | 104,064,521 | 105 % |
| Current Assets | | | |
| Cash & Investments | | | |
| Cash & Investments - Operating Fund | 3,269,626 | 4,804,234 | 68 % |
| Cash & Investments - Operating Reserve | 2,192,400 | 2,192,400 | 100 % |
| Cash & Investments - Reserve for Replacement | 422,642 | 1,387,087 | 30 % |
| Cash & Investments - Interceptor Fund | 1,569,392 | 2,395,791 | 66 % |
| Cash & Investments - Plant Expansion Fund | 3,109,354 | 2,263,236 | 137 % |
| Total Cash & Investments | 10,563,414 | 13,042,748 | 81 % |
| Accounts Receivable | 542,261 | 505,277 | 107 % |
| Liens Receivable | 33,858 | 35,594 | 95 % |
| Invoiced Receivables | 160,780 | 117,836 | 136 % |
| Notes & Interest Receivable | 69,803 | 86,987 | 80 % |
| Investment Interest Receivable | 70,205 | 29,205 | 240 % |
| Other Current Assets | 313,927 | 271,502 | 116 % |
| Current Assets | 11,754,247 | 14,089,149 | 83 % |
| TOTAL ASSETS | 121,371,068 | 118,153,670 | 103 % |
| TOTAL LIABILITIES & EQUITY | | | |
| LIABILITIES | | | |
| Current Liabilities | | | |
| Invoiced Payables | 109,895 | 61,004 | 180 % |
| Accounts Payable | 96,434 | 837,669 | 12 % |
| Accrued Paid Leave | 79,443 | 86,836 | 91 % |
| Other Current Liabilities | 33,779 | 158,317 | 21 % |
| Total Current Liabilities | 319,552 | 1,143,826 | 28 % |
| TOTAL LIABILITIES | 319,552 | 1,143,826 | 28 % |
| EQUITY | | | |
| Retained Earnings | 22,261,387 | 20,366,019 | 109 % |
| Construction in Aid | 98,790,130 | 96,643,825 | 102 % |
| TOTAL EQUITY | 121,051,516 | 117,009,844 | 103 % |
| Total | 121,371,068 | 118,153,670 | 103 % |

Clay Township Regional Waste District

Income Statement

March 2017 - Summarized

| | Actual MTD thru 03/31/2017 | Budget MTD thru 03/31/2017 | Variance | Actual YTD thru 03/31/2017 | Budget YTD thru 03/31/2017 | Variance | Total Annual Budget | Variance |
|------------------------------|-------------------------------------|-------------------------------------|---------------|-------------------------------------|-------------------------------------|---------------|---------------------------|--------------------|
| Sales | | | | | | | | |
| Residential | 365,404 | 360,666 | 4,738 | 1,089,450 | 1,081,998 | 7,452 | 4,328,000 | (3,238,550) |
| Commercial | 178,224 | 200,750 | (22,526) | 536,563 | 602,250 | (65,687) | 2,409,000 | (1,872,437) |
| Other Revenue | 16,438 | 12,417 | 4,022 | 38,255 | 37,250 | 1,005 | 149,000 | (110,745) |
| Total Sales | 560,066 | 573,833 | (13,767) | 1,664,268 | 1,721,498 | (57,230) | 6,886,000 | (5,221,732) |
| Other Income | 16,156 | 7,167 | 8,989 | 54,140 | 21,500 | 32,640 | 86,000 | (31,860) |
| Total Revenue | 576,222 | 580,999 | (4,777) | 1,718,408 | 1,742,998 | (24,590) | 6,972,000 | (5,253,593) |
| Operating Expenses | | | | | | | | |
| Wages & Benefits | 153,054 | 162,167 | 9,113 | 459,974 | 486,500 | 26,526 | 1,946,000 | 1,486,026 |
| Administration | 41,067 | 54,717 | 13,650 | 175,082 | 170,450 | (4,633) | 669,900 | 494,818 |
| Treatment | 158,803 | 150,200 | (8,603) | 409,898 | 467,600 | 57,702 | 1,742,000 | 1,332,102 |
| Collection System | 48,771 | 55,500 | 6,729 | 170,223 | 132,500 | (37,723) | 677,000 | 506,777 |
| Total Operating Expenses | 401,694 | 422,583 | 20,889 | 1,215,177 | 1,257,050 | 41,873 | 5,034,900 | 3,819,723 |
| Depreciation | 307,315 | 309,800 | 2,485 | 921,941 | 929,400 | 7,459 | 3,717,800 | 2,795,859 |
| Amortization | (281,022) | (268,500) | 12,522 | (843,066) | (805,500) | 37,566 | (3,222,000) | (2,378,934) |
| Total Expenses | 427,988 | 463,883 | 35,896 | 1,294,052 | 1,380,950 | 86,898 | 5,530,700 | 4,236,648 |
| NET SURPLUS/(DEFICIT) | 148,234 | 117,116 | 31,118 | 424,356 | 362,048 | 62,308 | 1,441,300 | (1,016,944) |

Clay Township Regional Waste District

Cash Generated

March 2017

| | <u>Operating</u> | <u>Interceptor</u> | <u>Plant Expansion</u> | <u>Operating Reserve</u> | <u>Reserve for Replacement</u> | <u>Retainage</u> | <u>TOTAL</u> |
|-----------------------------|------------------|--------------------|----------------------------|------------------------------|------------------------------------|------------------|------------------|
| Beginning Balance | 3,692,116 | 2,181,373 # | 3,013,449 | 2,192,400 | 513,761 | (0) | 13,774,472 0 |
| Receipts: | | | | | | | |
| Deposits | 615,609 | 5,298 | 96,613 | 0 | 0 | 0 | 717,519 |
| Interest | 13,165 | | | | | 0 | 13,165 |
| Transfers | 300,000 | | | | | 0 | 300,000 |
| Total Receipts | <u>928,774</u> | <u>5,298</u> | <u>96,613</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,030,684</u> |
| Disbursements: | | | | | | | |
| Checks | 713,183 | | | | 91,119 | 0 | 804,302 |
| Carmel Utilities | 94,151 | | | | | 0 | 94,151 |
| Plant Outflow 1701 | | | 708 | | | 0 | 708 |
| Plant Odor Control-1505 | 396,978 | | | | | 0 | 396,978 |
| LS Pump Replacement-1502 | | | | | | 0 | 0 |
| LS 17 Odor Control-1504 | 56,442 | | | | | 0 | 56,442 |
| 96th Keyston Repairs | 44,239 | | | | | | |
| LS 4 Elim - 1801 | | 8,313 | | | | | |
| 106th St Parallel FM-1601 | | 607,066 | | | | 0 | 607,066 |
| Office Consolidation | | | | | | 0 | 0 |
| Cedar Point | 46,271 | | | | | | |
| Springmill Interceptor-1602 | | 1,901 | | | | 0 | 1,901 |
| Transfers | | | | | | 0 | 0 |
| Total Disbursements | <u>1,351,264</u> | <u>617,279</u> | <u>708</u> | <u>0</u> | <u>91,119</u> | <u>0</u> | <u>1,961,547</u> |
| Net Increase/(Decrease) | (422,490) | (611,981) | 95,906 | 0 | (91,119) | 0 | (1,029,684) |
| Ending Balance | 3,269,626 | 1,569,392 | 3,109,355 | 2,192,400 | 422,642 | (0) | 10,563,415 |

Clay Township Regional Waste District

Cash Generated

YTD March 2017

| | <u>Operating</u> | <u>Interceptor</u> | <u>Plant Expansion</u> | <u>Operating Reserve</u> | <u>Reserve for Replacement</u> | <u>Retainage</u> | <u>TOTAL</u> |
|-----------------------------|------------------|--------------------|----------------------------|------------------------------|------------------------------------|------------------|--------------|
| Beginning Balance | 4,307,001 | 2,322,331 | 2,931,246 | 2,192,400 | 639,212 | (0) | 12,392,191 |
| Receipts: | | | | | | | |
| Deposits | 1,761,864 | 83,239 | 184,331 | 0 | 0 | 0 | 2,029,435 |
| Interest | 31,791 | 0 | 0 | 0 | 0 | 0 | 31,791 |
| Transfers | 300,000 | 0 | 0 | 0 | 0 | 0 | 300,000 |
| Total Receipts | 2,093,655 | 83,239 | 184,331 | 0 | 0 | 0 | 2,361,226 |
| Disbursements: | | | | | | | |
| Checks | 1,585,340 | 0 | 0 | 0 | 118,844 | 0 | 1,704,184 |
| Carmel Utilities | 238,968 | 0 | 0 | 0 | 0 | 0 | 238,968 |
| Plant Outflow 1701 | 0 | 0 | 6,223 | 0 | 0 | 0 | 6,223 |
| Plant Odor Control-1505 | 905,710 | 0 | 0 | 0 | 0 | 0 | 905,710 |
| LS Pump Replacement-1502 | 7,830 | 0 | 0 | 0 | 97,726 | 0 | 105,556 |
| LS 17 Odor Control-1504 | 138,351 | 0 | 0 | 0 | 0 | 0 | 138,351 |
| 96th Keyston Repairs | 44,239 | | | | | | 44,239 |
| LS 4 Elim - 1801 | | 8,313 | | | | | 8,313 |
| 106th St Parallel FM-1601 | 153,562 | 797,776 | 0 | 0 | 0 | 0 | 951,337 |
| Office Consolidation | 10,760 | 0 | 0 | 0 | 0 | 0 | 10,760 |
| Cedar Point | 46,271 | | | | | | 46,271 |
| Springmill Interceptor-1602 | 0 | 30,091 | 0 | 0 | 0 | 0 | 30,091 |
| Transfers | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Disbursements | 3,131,030 | 836,179 | 6,223 | 0 | 216,570 | 0 | 4,190,003 |
| Net Increase/(Decrease) | (1,037,375) | (752,940) | 178,108 | 0 | (216,570) | 0 | (1,828,776) |
| Ending Balance | 3,269,626 | 1,569,392 | 3,109,354 | 2,192,400 | 422,642 | (0) | 10,563,414 |

Clay Township Regional Waste District
Budget & Finance Committee - Analysis of March 2017
April 20, 2017

Income Statements

| <u>Category</u> | <u>Actual</u> | <u>Budget</u> | <u>Variance</u> (unfavorable) | Above / -Under Budget | <u>Explanation</u> |
|-----------------|---------------|---------------|----------------------------------|-----------------------------|--------------------|
| Residential | 365,404 | 360,666 | 4,738 | 1.31% | Over Budget |
| Commercial | 178,224 | 200,750 | (22,526) | -11.22% | Under budget |
| Other Revenue | 16,438 | 12,417 | 4,021 | 32.38% | Over Budget |
| Other Income | 16,156 | 7,167 | 8,989 | 125% | Over budget |
| Total Revenue | 576,222 | 580,999 | (4,777) | -0.82% | Under budget |

March: Total Sales of \$560,066 were \$13,767 or 2.4% under expected revenue of \$573,833. Residential was 1.31% higher than budgeted and commercial was 11.22% lower than expected. It generated \$178,224 in March. Other Revenue was above projections and other income was higher than projections.

March Spending Analysis

Wages & benefits in March were \$153,054 or \$9,113 under budget 5.6% under budget.

Administration spending in March was \$41,067 which is \$13,650 under budget (24.9%).

Treatment costs in March were \$158,803 which is \$8,603 over budget (5.72%).

Collection costs were \$48,771 in March which was \$6,729 budget (12.12%).

Total Operating expenses in March for \$427,988 were \$35,896 below budget (7.7%).

| <u>Category</u> | <u>Actual</u> | <u>Budget</u> | <u>Variance</u> (unfavorable) | Above / -Under Budget | <u>Explanation</u> |
|--------------------------|---------------|---------------|----------------------------------|-----------------------------|------------------------------------|
| Gross Wages | 109,597 | 114,583 | 4,986 | -4.35% | Under budget |
| Computer Expenses | 13,964 | 7,500 | (6,464) | 86.19% | Over budget |
| Lift Station R & M | 4,470 | 16,000 | 11,530 | -72.06% | Under budget |
| Plant R & M | 27,889 | 12,500 | (15,389) | 123.11% | Over Budget |
| Line Repairs | 5,199 | 2,000 | (3,199) | 159.95% | Over budget |
| Manhole R & M | 9,744 | 2,000 | (7,744) | 387.20% | Over budget-used different account |
| Total Operating Expenses | 401,694 | 422,583 | 20,889 | -4.94% | Under budget |
| Net Income (loss) | 148,234 | 117,116 | 31,118 | 26.57% | Over projected income for March |

Cash Generated

Cash generated for March shows a net decrease in all funds by \$1,029,684. The large decrease in funds was due to large capital payments.

Capital spending was \$1,194,361 and was 10.14% of the working of the capital budget of \$11,768,909. Project spending included Plant Odor control, LS 17 pump replacement, 106th St Forcemain Parallel, and repairs to 96th & Keystone. These was also capital spending for the SCADA software and Cedar Point along with annual maintenance capital spending to maintain the lines.

YTD, cash balances have decreased \$1,828,776.

Individual fund balances and changes are listed on the Cash Generated Statements included with the monthly financial statements.

Investments

There were no investment changes in March. The District invested \$2,000,000 in July 2015 in a 5 year CD earning 2.05%.

| | | | | | | | | | | | | |
|-------|-------------------------------------|----------|----------|----------|----------|-----------|-----------|---------|--|--|--|--|
| 5117- | Legal Fees | 0 | 4,167 | 4,167 | 100.00% | 2,690 | 12,500 | 9,810 | | | | |
| 5119- | Engineering Fees | 3,672 | 3,333 | (339) | -10.16% | 7,014 | 10,000 | 2,986 | | | | |
| 5125- | Professional Affiliations | 0 | 100 | 100 | 100.00% | 3,070 | 2,600 | -470 | | | | |
| 5127- | Travel & Mileage | 743 | 600 | (143) | -23.87% | 1,326 | 1,800 | 474 | | | | |
| 5129- | Collection | 1,240 | 0 | (1,240) | 0.00% | 1,109 | 0 | -1,109 | | | | |
| 5131- | Billing Service Contracts | 9,233 | 11,917 | 2,683 | 22.52% | 28,866 | 35,750 | 6,884 | | | | |
| 5135- | Office Expense | 415 | 917 | 502 | 54.74% | 865 | 2,750 | 1,885 | | | | |
| 5137- | Postage Expense | -6,400 | 767 | 7,167 | 934.79% | -4,900 | 2,300 | 7,200 | | | | |
| 5139- | Office Services | 1,745 | 2,750 | 1,005 | 36.55% | 5,551 | 8,250 | 2,699 | | | | |
| 5141- | Customer Outreach & Education | 2,267 | 1,500 | (767) | -51.13% | 4,517 | 4,000 | -517 | | | | |
| | Administration | 41,067 | 54,717 | 13,650 | 24.95% | 175,082 | 170,450 | -4,633 | | | | |
| | Treatment | | | | | | | | | | | |
| 5201- | Sewage Treatment - Carmel WWTf | 89,467 | 100,000 | 10,533 | 10.53% | 252,825 | 300,000 | 47,175 | | | | |
| 5203- | Sewer Sampling & Lab | 7,154 | 3,000 | (4,154) | -138.45% | 10,716 | 9,000 | -1,716 | | | | |
| 5205- | Biosolids Disposal | 15,810 | 14,000 | (1,810) | -12.93% | 40,748 | 38,000 | -2,748 | | | | |
| 5207- | Plant R & M | 27,889 | 12,500 | (15,389) | -123.11% | 42,414 | 37,500 | -4,914 | Peerless \$15,121 (pump), Henry P Thompson \$8,344 (UV parts), | | | |
| 5209- | Utilities - Plant | 16,969 | 19,000 | 2,031 | 10.69% | 50,028 | 61,000 | 10,972 | | | | |
| 5211- | Operating Supplies - Plant | 0 | 0 | 0 | 0.00% | 131 | 5,000 | 4,869 | | | | |
| 5213- | Safety Materials & Training | 1,515 | 1,700 | 185 | 10.90% | 3,387 | 5,100 | 1,713 | | | | |
| 5215- | Permits | 0 | 0 | 0 | 0.00% | 9,650 | 12,000 | 2,350 | | | | |
| | Treatment | 158,803 | 150,200 | (8,603) | -5.73% | 409,898 | 467,600 | 57,702 | | | | |
| | Collection System | | | | | | | | | | | |
| 5301- | Lift Station R & M | 4,470 | 16,000 | 11,530 | 72.06% | 10,383 | 21,000 | 10,617 | | | | |
| 5303- | Line Maintenance | 1,559 | 0 | (1,559) | 0.00% | 4,138 | 0 | -4,138 | | | | |
| 5305- | Line Repair | 5,199 | 2,000 | (3,199) | -159.95% | 21,999 | 2,000 | -19,999 | 96th/Keystone repairs | | | |
| 5307- | Equipment Repair | 263 | 2,000 | 1,737 | 86.86% | 1,258 | 4,000 | 2,742 | | | | |
| 5313- | Vehicle R & M | 320 | 2,000 | 1,680 | 84.00% | 1,624 | 6,000 | 4,376 | | | | |
| 5315- | Fuel | 1,271 | 1,500 | 229 | 15.28% | 5,450 | 4,500 | -950 | | | | |
| 5317- | Utilities - Lift Stations | 14,004 | 16,000 | 1,996 | 12.48% | 48,573 | 48,000 | -573 | | | | |
| 5319- | Operating Supplies - Collection Sys | 11,386 | 13,000 | 1,614 | 12.41% | 41,230 | 40,000 | -1,230 | | | | |
| 5321- | Manhole R&M | 9,744 | 2,000 | (7,744) | -387.20% | 34,369 | 4,000 | -30,369 | Midwest Water \$9,639 Manhole Sealant | | | |
| 5322- | Televising | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 | | | | |
| 5323- | Uniforms & Shop Towels | 555 | 1,000 | 445 | 44.50% | 1,199 | 3,000 | 1,801 | | | | |
| | Collection System | 48,771 | 55,500 | 6,729 | 12.12% | 170,223 | 132,500 | -37,723 | | | | |
| | | | | | | | | | | | | |
| | Total Operating Expenses | 401,694 | 422,583 | 20,889 | 4.94% | 1,215,177 | 1,257,050 | 41,873 | | | | |
| | | | | | | | | | | | | |
| | Depreciation | | | | | | | | | | | |
| 5901- | Depreciation | 307,315 | 309,800 | 2,485 | 0.80% | 921,941 | 929,400 | 7,459 | | | | |
| | Depreciation | 307,315 | 309,800 | 2,485 | 0.80% | 921,941 | 929,400 | 7,459 | | | | |
| | Amortization | | | | | | | | | | | |
| 5911- | Amortization of CIAC | -281,022 | -268,500 | 12,522 | -4.66% | -843,066 | -805,500 | 37,566 | | | | |
| | Amortization | -281,022 | -268,500 | 12,522 | -4.66% | -843,066 | -805,500 | 37,566 | | | | |
| | Total Expenses | 427,988 | 463,883 | 35,896 | 7.74% | 1,294,052 | 1,380,950 | 86,898 | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | NET SURPLUS/(DEFICIT) | 148,234 | 117,116 | 31,118 | 26.57% | 424,356 | 362,048 | 62,308 | | | | |

2017 Capital Budget

4/19/2017

Board Approved 11/14/2016

adjustments to include carryovers from 2016

| | | | Funding | | | | Open PO's & Contracts | Budget Balance | Comment/justification |
|----------|--|--|------------------------------|--------------|---------|--------------|-----------------------|----------------|---|
| Location | Project No. | Project | Source | 2017 Budget | March | YTD Spending | | | |
| WWTP | Michigan Road Wastewater Treatment Plant | | | | | | | | |
| | 1505 | Headworks odor control upgrades(2.1M) | Operating Fund | \$ 1,628,871 | 396,978 | 905,710 | 724,383 | (1,222) | ongoing performance issues with existing equipment |
| | 1701 | Post Treatment Improvements | Plant Expansion Fund | \$ 300,000 | 708 | 6,223 | - | 293,777 | Outfall to Cemetery Creek |
| | 1902 | WWTP Expansion | Plant Expansion Fund | | | - | | - | capacity expansion: screen, VLRs, clarifier, UV |
| | | Pretreatment Gas Monitors | Reserve for Replacement Fund | \$ 15,000 | | - | | 15,000 | Replace the existing combustible gas monitors |
| | | Digester 3 Upgrades | Operating Fund | | | - | | - | A new telescoping dewater valve and blower optimization. |
| | | VLR Shaft Covers | Operating Fund | \$ 15,000 | | - | | 15,000 | New covers for the ends of the VLR rotor shafts. |
| | 1605 | Office Consolidation | Operating Fund | \$ 1,500,000 | | 10,760 | | 1,489,240 | Evaluation is underway |
| | | new shop & parking area | Operating Fund | | | - | | - | May be a future need dependent on growth |
| | | Annual Plant Improvement & Repair Projects | Operating Fund | \$ 150,000 | | - | | 150,000 | Typical annual expenditures |
| | 1511 | Drying bed rehab, chemical loading area, SHT5 piping modifications, new NPW hydrant at drying beds | Operating Fund | \$ 7,703 | | - | 7,703 | (0) | install yard hydrant for cleaning and rebuild block retaining wall |
| | | SCADA software upgrades | Operating Fund | \$ 93,400 | 48,667 | 59,083 | 34,317 | - | Upgrade software |
| LS 1 | Carmel Creek | | | | | | | | |
| | 1506 | Basin 1 I&I Removal | Operating Fund | \$ 75,000 | | - | | 75,000 | Line repairs remain. |
| | 1509 | Southern Interceptor Relocation at Ream Creek | Operating Fund | | | - | | - | Required to accommodate Hamilton Co Surveyor project to lower creek at sewer crossing |
| | 1702 | 96th/Keystone force main relocation | Operating Fund | \$ 200,000 | | 7,830 | | 192,170 | Working with Carmel Engineering & consultants to determine scope |
| | 2001 | Replace wet weather pumps, generator, wet well piping | Reserve for Replacement Fund | | | - | | - | Replace wet weather pumps at the end of their service life. |
| | | New Fence | Reserve for Replacement Fund | | | 7,175 | | (7,175) | Original chain link fence is reaching its serviceable life. |
| LS 2 | Meridian Corridor | | | | | | | | |
| ask Wes | 1502 | Pump replacement & standby power upgrades | Reserve for Replacement Fund | \$ 104,807 | | 97,726 | 104,807 | (97,726) | Aging pumps 1 & 2, increase capacity to MRWWTP |
| | 1601 | 106th Street Parallel Force main (Ditch Road to Michigan Road WWTP) | Interceptor Fund | \$ 2,146,000 | 607,066 | 797,776 | 1,320,885 | 27,340 | Increase capacity - LS 2 & 8 to MRWWTP |
| | | | Operating Fund | \$ 3,250,000 | | 4,980 | 3,245,020 | - | Increase capacity - LS 2 & 8 to MRWWTP |
| | 1602 | Springmill parallel interceptor | Interceptor Fund | \$ 1,000,000 | 1,901 | 25,111 | 924,219 | 50,670 | Relief for existing Springmill Interceptor, service unsewered & undeveloped parcels. |
| | 1604 | Queens Manor/Estancia | Operating Fund | \$ 190,000 | | 1,080 | - | 188,920 | Neighborhood sewer project. |
| LS 3 | Northern Heights | | | | | | | | |
| | | (no projects) | | | | | | | |
| LS 4 | Springmill Ridge | | | | | | | | |
| | 1801 | Interceptor extension & lift station elimination | Interceptor Fund | \$ 100,000 | 8,313 | 8,313 | | 91,688 | Proceed with completion of Jackson's Grant Phase 6. |
| LS 5 | Springmill Streams | | | | | | | | |
| LS 8 | Laurelwood | | | | | | | | |
| | 1510 | Cedar Point Sanitary Sewer Extension | Operating Fund | \$ 48,128 | 46,271 | - | - | 48,128 | Neighborhood sewer project. |
| | 1606 | Basin 8 I&I removal | Operating Fund | \$ 100,000 | | - | | 100,000 | Manhole rehab & raising, line repairs |
| LS 9 | Towne Road | | | | | | | | |
| LS 16 | Zionsville Presbyterian | | | | | | | | |
| | 1507 | Replacement/relocation | Operating Fund | \$ 250,000 | | - | | 250,000 | Upsize & relocate to The Farm development. Timing is development driven. |
| LS 17 | Zion Hills | | | | | | | | |
| | 1504 | Odor control | Operating Fund | \$ 125,000 | 56,442 | 138,351 | 56,800 | (70,151) | Address Odor Issues caused to the volume of flow |
| | 2501 | Pump & electrical upgrades | Reserve for Replacement Fund | | | | | | Timing is based on when capacity is needed. |
| LS 18 | Train Express | | | | | | | | |
| LS 19 | Village of West Clay | | | | | | | | |
| | | Repair or replace existing wet well hatches | Operating Fund | \$ 12,000 | | | 2,500 | 9,500 | Safety issue, current configuration allows middle door on hatch to fall. Evaluation of options is underway. |

2017 Capital Budget

4/19/2017

Board Approved 11/14/2016

adjustments to include carryovers from 2016

| | | | Funding | | | | Open PO's & Contracts | Budget Balance | Comment/justification |
|------------------------------------|-------------------|---|------------------------------|---------------|--------------|--------------|-----------------------|----------------|--|
| Location | Project No. | Project | Source | 2017 Budget | March | YTD Spending | | | |
| LS 20 | Mayflower Park | | | | | | | | |
| LS 24 | Parkwood West | | | | | | | | |
| | | Replace or retrofit control panel doors to add handles. | Operating Fund | \$ 3,000 | | | | 3,000 | Control panel doors utilize a bolt down system that is time consuming, cumbersome and ineffective. |
| LS 25 | Towne Oak Estates | | | | | | | | |
| | | Replace or retrofit control panel doors to add handles. | Operating Fund | \$ 3,000 | | | | 3,000 | Control panel doors utilize a bolt down system that is time consuming, cumbersome and ineffective. |
| LS 26 | Jacksons Grant | | | | | | | | |
| | N/A | Sewer oversizing (interceptor extensions) at Jackson's Grant | Interceptor Fund | \$0 | | | | | To be included with future development phases. Timing is development driven. |
| General collection system projects | | | | | | | | | |
| | | Valve & Check Valve rehab or replacement | Reserve for Replacement Fund | \$ 50,000 | | | | 50,000 | Due to age of valves, replacement may be required. |
| | | Annual Misc. Repairs, Replacements & Line Relocations | Reserve for Replacement Fund | \$ 150,000 | 26,560 | | | 150,000 | Repairs are made as problems are found during televising. |
| | | Neighborhood Sewer Projects | Operating Fund | \$ 100,000 | | | | 100,000 | Typically one neighborhood project a year. |
| | | Standardize all lift station PLC operation. | Operating Fund | \$ 15,000 | | | | 15,000 | Standardize all duplex lift station control, transducer primary control with float back-up. |
| Equipment | | | | | | | | | |
| | | Vehicles | Operating Fund | \$ 30,000 | | | | 30,000 | Scheduled Replacement of Vehicles |
| | | Laboratory Equipment | Operating Fund | | | | | | Replacement and Upgrades to Lab equipment |
| | | Laboratory Equipment | Reserve for Replacement Fund | \$ 10,000 | | | | 10,000 | A new CBOD incubator |
| | | OdorLogs | Reserve for Replacement Fund | \$ 10,000 | | | 4,289 | 5,711 | New OdorLogs for monitoring the progress in the odor |
| | | Washer/Dryer | Operating Fund | \$ 3,000 | | | | 3,000 | Used for the washing of uniforms |
| | | Mower Replacement | Operating Fund | \$ 10,000 | | | | 10,000 | Replacement of existing mower |
| | Pd 1/17 | Godwin 6" portable pump | Operating Fund | \$ 37,000 | | 34,380 | | 2,620 | For use during emergency bypass pumping operations |
| | | Enclosed safety trailer | Operating Fund | \$ 4,000 | | 4,599 | | (599) | Replace open trailer to provide safety / emergency equipment to readily available. |
| | | Cleaning nozzles for Aquatech | Operating Fund | \$ 8,000 | | | | 8,000 | Specialty nozzles will improve the cleaning process. |
| | | Vega radar level control units | Operating Fund | \$ 8,000 | 1,456 | | | 8,000 | 5 units to replace floats at stations. Equipment is currently be evaluated at LS 2. |
| | | Seal coat asphalt at 18 lift stations as identified during inspections. | Operating Fund | \$ 12,000 | | | | 12,000 | Last maintenance on lift station asphalt, 2011. routine maintenance. |
| | PO Feb 2017 | Outfit Collections vehicles with 2-Way radios. | Operating Fund | \$ 5,000 | | | | 5,000 | Emergency management plan, daily productivity. |
| Administration Projects | | | | | | | | | |
| | | Copier | Operating Fund | | | | | | Replacement of copier |
| | | | | | | | | | |
| | | | Totals | \$ 11,768,909 | \$ 1,194,361 | 2,109,096 | 6,424,924 | 3,234,889 | |
| | | | | | | | | | |
| | | | Operating Fund | \$ 7,883,102 | \$ 549,814 | \$ 1,166,773 | | | |
| | | | Reserve for Replacement Fund | \$ 339,807 | \$ 26,560 | \$ 104,901 | | | |
| | | | Plant Expansion Fund | \$ 300,000 | \$ 708 | \$ 6,223 | | | |
| | | | Interceptor Fund | \$ 3,246,000 | \$ 617,279 | \$ 831,199 | | | |
| | | | Total | \$ 11,768,909 | \$ 1,194,361 | \$ 2,109,096 | | | |

Clay Township Regional Waste District Cash & Investments

March 31, 2017

| Bank & Purch Date | Account | Amount | Maturity Date | Rate | Fund |
|---|--------------|----------------------------|---------------|-------|-------------------------------------|
| <u>Citizens State Bank</u> | | | | | |
| | Checking | \$ 260,066 | | 0.05% | Plt Expan, Oper, Interceptor, Repl |
| | Money Market | \$ 3,680,517 | | 0.50% | Oper, Res for Repl, Plt Expan, Int. |
| <u>Merchants Bank of Indiana</u> | | | | | |
| | Money Market | \$ 1,153,719 | | 2.00% | Oper, Interceptor, Res for Repl |
| | Money Market | \$ 4,702,165 | | 1.50% | Plt Expan, Oper, Oper Res |
| <hr/> | | | | | |
| <u>Fifth Third Bank</u> | | | | | |
| 7/15/2015 | CD - 5 years | \$ 2,000,000 | 7/15/2020 | 2.05% | Operating Reserve, Oper |
| TOTAL CASH & Investments | | <u>\$ 11,796,467</u> | | 1.30% | Interest rate - Total |
| Less: Cash | | <u>\$ 9,796,467</u> | | 1.14% | Interest rate - Cash |
| NET INVESTMENTS | | <u><u>\$ 2,000,000</u></u> | | 2.05% | Interest rate - Investments |



Memorandum

To: Budget and Finance Committee

From: Cindy Sheeks

Date: April 26, 2017

Subject: Ordinance 05-08-2017-B

Attached please Ordinance 05-08-2017-B regarding Cedar Point construction costs. The final invoice has been received from the contractor for the Cedar Point Subdivision sewer project. The original project costs were estimated to be \$274,372.50 resulting in ordinance 09-14-15 with a construction costs to the home owners of \$3,228 plus current EDU and connection fees. The final construction costs were actually \$262,309.84 resulting in a lower construction costs to homeowner in the amount of \$3,086. The ordinance allows for an annual increase in construction costs to cover carrying costs equal to 2.5%. The district has had 3 connections to the Cedar Creek system out of a potential of 85 homes. The ordinance will also permit refunds to the homeowners who have already paid the higher connection fee.

Changes and additions in this ordinance:

Section 1 Applicable Fees and Charges

In addition, every person whose premises, in Cedar Point Subdivision lots 1 - 85, is to be served by the sewage works of the District shall pay the Local Construction Cost of Three Thousand Eighty Six Dollars (\$3,086) at such time that said premises is connected to the sewage system of the District or prior to that time. Until paid, the Local Construction Cost shall increase at an annual rate of 2.5% commencing on January 1, 2018 as detailed in Exhibit A.

(Was \$3,228) . Added last sentence referencing Exhibit A

New sentence added below:

Upon passage of this ordinance, refunds of One Hundred Forty Two Dollars (\$142) shall be issued for all property owners who paid the estimated cost of Three Thousand Two Hundred Twenty Eight Dollars (\$3,228) before final costs were determined.

Section 2 Connection to Sanitary Sewer

Sentence deleted:

Until paid, the Local Construction Cost shall increase at an annual rate established by the Board of Trustees. For the first year and each year thereafter the rate shall be the State Revolving Fund rate on July 1 unless changed by the Board of Trustees.

Exhibit A added:

Exhibit A – Cedar Point Connection Fees

Annual Interest Rate – 2.5%

| Connection Year | Connection Fee |
|-----------------|----------------|
| 2017 | \$ 3,086 |
| 2018 | \$ 3,163 |
| 2019 | \$ 3,242 |
| 2020 | \$ 3,323 |
| 2021 | \$ 3,406 |
| 2022 | \$ 3,492 |
| 2023 | \$ 3,579 |
| 2024 | \$ 3,668 |
| 2025 | \$ 3,760 |
| 2026 | \$ 3,854 |
| 2027 | \$ 3,950 |
| 2028 | \$ 4,049 |
| 2029 | \$ 4,150 |
| 2030 | \$ 4,254 |
| 2031 | \$ 4,360 |
| 2032 | \$ 4,469 |
| 2033 | \$ 4,581 |
| 2034 | \$ 4,696 |
| 2035 | \$ 4,813 |
| 2036 | \$ 4,933 |
| 2037 | \$ 5,057 |
| 2038 | \$ 5,183 |
| 2039 | \$ 5,313 |
| 2040 | \$ 5,446 |
| 2041 | \$ 5,582 |
| 2042 | \$ 5,721 |
| 2043 | \$ 5,864 |
| 2044 | \$ 6,011 |
| 2045 | \$ 6,161 |
| 2046 | \$ 6,315 |
| 2047 | \$ 6,473 |
| 2048 | \$ 6,635 |
| 2049 | \$ 6,801 |
| 2050 | \$ 6,971 |

ORDINANCE NO. 05-08-2017-B

An ordinance amending the sewer surcharge established by Ordinance 09-14-15 to pay for the cost of the local sewers in the Cedar Point Subdivision serving lots 1 - 85 in Hamilton County, Indiana; provisions for financing of payment and other matters connected therewith.

WHEREAS, the Board of Trustees of the Clay Township Regional Waste District heretofore approved plans, specifications and estimates and determined to construct, equip, own, operate and maintain sewage works within an area commonly known as the Cedar Point Subdivision serving lots 1 - 85, and has completed the constructed of the sewage works, and has determined the cost is less than originally estimated;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE CLAY TOWNSHIP REGIONAL WASTE DISTRICT, Indiana, that:

Section 1. Applicable Fees and Charges.

Every person whose premises, Cedar Point Subdivision serving lots 1 – 85, is to be served by the sewage works of the District shall be charged for the services provided, including a monthly user charge in the amounts and in the manner provided for by the District.

The cost associated with the purchase and installation of the private low pressure pump which includes all apparatuses, lateral assemblies, and the sewer lateral shall be the responsibility of the property owner. These costs are not otherwise included in or covered by this Ordinance.

In addition, every person whose premises, in Cedar Point Subdivision lots 1 - 85, is to be served by the sewage works of the District shall pay the Local Construction Cost of Three Thousand Eighty Six Dollars (\$3,086) at such time that said premises is connected to the sewage system of the District or prior to that time. Until paid, the Local Construction Cost shall increase at an annual rate of 2.5% commencing on January 1, 2018 as detailed in Exhibit A.

Upon passage of this ordinance, refunds of One Hundred Forty Two Dollars (\$142) shall be issued for all property owners who paid the estimated cost of Three Thousand Two Hundred Twenty Eight Dollars (\$3,228) before final costs were determined.

Section 2. Connection to Sanitary Sewer.

Connection to the sanitary sewer shall be in compliance with the District's Sanitary Sewer Connection Policy.

The owner of property that is to be served by the sewage works of the District must pay in full the Local Construction Cost per this ordinance. The owner shall also pay the Equivalent Dwelling Unit (EDU) fee and Inspection fee in effect at the time of the issuance of the permit for connection or prior to that time to lock in at the current ordinance rate.

Section 3. Severability.

The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such invalid part or parts.

Section 5. Effective Date.

This Ordinance shall be in full force and effect from and after its passage.

PASSED AND ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the ____ day of _____, 20__.

BOARD OF TRUSTEES:

ATTEST:

Exhibit A – Cedar Point Connection Fees

Annual Interest Rate – 2.5%

| Connection Year | | Connection Fee | |
|-----------------|--|----------------|--|
| | | | |
| 2017 | | \$ 3,086 | |
| 2018 | | \$ 3,163 | |
| 2019 | | \$ 3,242 | |
| 2020 | | \$ 3,323 | |
| 2021 | | \$ 3,406 | |
| 2022 | | \$ 3,492 | |
| 2023 | | \$ 3,579 | |
| 2024 | | \$ 3,668 | |
| 2025 | | \$ 3,760 | |
| 2026 | | \$ 3,854 | |
| 2027 | | \$ 3,950 | |
| 2028 | | \$ 4,049 | |
| 2029 | | \$ 4,150 | |
| 2030 | | \$ 4,254 | |
| 2031 | | \$ 4,360 | |
| 2032 | | \$ 4,469 | |
| 2033 | | \$ 4,581 | |
| 2034 | | \$ 4,696 | |
| 2035 | | \$ 4,813 | |
| 2036 | | \$ 4,933 | |
| 2037 | | \$ 5,057 | |
| 2038 | | \$ 5,183 | |
| 2039 | | \$ 5,313 | |
| 2040 | | \$ 5,446 | |
| 2041 | | \$ 5,582 | |
| 2042 | | \$ 5,721 | |
| 2043 | | \$ 5,864 | |
| 2044 | | \$ 6,011 | |
| 2045 | | \$ 6,161 | |
| 2046 | | \$ 6,315 | |
| 2047 | | \$ 6,473 | |
| 2048 | | \$ 6,635 | |
| 2049 | | \$ 6,801 | |
| 2050 | | \$ 6,971 | |
| | | | |
| | | | |
| | | | |

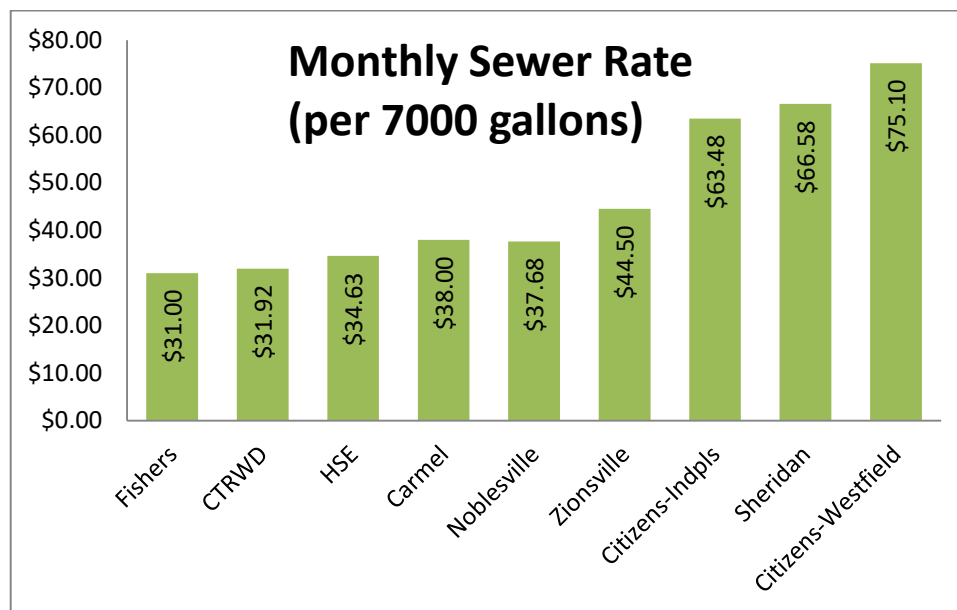


MEMORANDUM

To: B&F Committee
From: Drew Williams
Date: April 26, 2017
Subject: User Rate Ordinance

The User Rate Ordinance reflects a 5% increase to the monthly user rates. This increase had been factored into the cash balance projections and the 2017 Budget. The Cash Balance table is attached and includes a 3% increase in operating expenses. Part of the increase in operating expenses is the 2.7% rate increase per the District's treatment agreement with Carmel Utilities.

The current user rate of \$30.40 for 7,000 gallons will increase to \$31.92. This compares very favorably with other utilities in the area.



The rates would become effective for service beginning July 1, 2017. The fees and charges listed in Sections 2, 3 and 4 remain unchanged.

Recommended Action: Conduct the 1st Reading of the Ordinance at the May Board Meeting.

ORDINANCE NO. 05-08-2017-A

An ordinance establishing a new District wide schedule of monthly user rates and charges to be collected from the owners of property served by the sewage works of the District and matters connected therewith, replacing Ordinance 05-09-2016.

WHEREAS, based upon the District's 2017 Budget, it is advisable to update the schedule of rates and charges previously established pursuant to Ordinance 05-19-2016; and

WHEREAS, the Board of Trustees desires to change the schedule of monthly user charges,

Now, therefore, be it ordained by the Board of Trustees of the Clay Township Regional Waste District, Indiana:

Section 1. The Schedule of Monthly User Charges as set forth here shall supersede and replace the monthly user charges set forth on Exhibit A-1 of Ordinance 05-09-2016.

| Metered Users: | User Charge |
|---|-------------|
| (1) Treatment Rate: | |
| Per 1,000 gallons of sewage flow, if measured | |
| or per 1,000 gallons of water usage if sewage | |
| flow is not measured | \$2.730 |
| (2) Base Rate – per month, as follows: | |
| 5/8 inch water meter..... | \$12.81 |
| 3/4 inch water meter*..... | \$12.81 |
| 3/4 inch water meter..... | \$16.13 |
| 1 inch water meter*..... | \$12.81 |
| 1 inch water meter..... | \$25.29 |
| 1 ¼ inch water meter..... | \$37.82 |
| 1 ½ inch water meter..... | \$50.30 |
| 2 inch water meter..... | \$87.82 |
| 3 inch water meter..... | \$196.19 |
| 4 inch water meter..... | \$337.89 |
| 6 inch water meter..... | \$763.00 |
| 8 inch water meter..... | \$1,355.63 |

*Residential customers with a 3/4 inch meter or 1 inch meter shall be charged a base charge for a 5/8 inch meter.

| Unmetered Users: | User Charge |
|---------------------------------------|-------------|
| <u>Residential:</u> | |
| Single family residence/unit | \$31.92 |
| Apartment or trailer court/unit | \$23.94 |
| Duplexes | \$63.84 |
| Triplexes | \$95.76 |
| <u>Commercial:</u> | |
| Retail establishment: | |
| First 3 employees | \$31.92 |
| Each additional employee | \$7.98 |
| Gasoline service station: | |
| With car wash facilities..... | \$71.87 |

| | |
|---|---------|
| W/O car wash facilities | \$47.91 |
| Restaurants, drive-ins and taverns with eating and/or drinking facilities: | |
| First 2 employees | \$31.92 |
| Each additional employee | \$10.53 |
| Laundromats – per washer | \$23.25 |
| Car wash, manual – per bay | \$71.87 |
| Professional Office: | |
| First 2 employees | \$31.92 |
| Each additional employee | \$10.53 |

| | |
|---|-------------|
| Unmetered Users: | User Charge |
| <u>Government/Institutional:</u> | |
| School/student: | |
| First 25 students | \$31.92 |
| Each additional student | \$1.27 |
| Churches, lodges and veterans organizations w/o eating and/or drinking facilities: | |
| For each 200 members or fraction thereof | \$31.92 |
| Government offices: | |
| First 3 employees | \$31.92 |
| Each additional employee | \$7.98 |
| <u>Industrial (sanitary flow only):</u> | |
| First 3 employees | \$31.92 |
| Each additional employee | \$7.98 |

For the service rendered to the Clay Township Regional Waste District, said District shall be subject to the same rates and charges herein above provided, or to rates and charges established in harmony therewith.

In order to recover the cost of monitoring industrial wastes, the District shall charge the user the actual cost of the monitoring. This charge will be reviewed and revised on the same basis as all other rates and charges in the ordinance.

Section 2. The Application fee shall be \$150.00.

Section 3. The Return Check Charge for NSF (Non-Sufficient Funds) shall be charged in the amount of \$30.00 per check.

Section 4. A Reinspection fee of \$100.00 shall be charged to the property owner for each reinspection if a property fails an inspection or requires more than two inspections.

Section 5. The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such invalid part or parts.

Section 6. The revised monthly user rates shall become effective for service received July 1, 2017 and thereafter.

PASSED AND ADOPTED by the Board of Trustees of the Clay Township Regional Waste District on the ____ day of _____, 2017.

| <u>BOARD OF TRUSTEES:</u> | <u>Approve</u> | <u>Oppose</u> | <u>Abstain</u> |
|---------------------------------------|--------------------------|--------------------------|--------------------------|
| _____ Marilyn Anderson President | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Steve Pittman Vice President | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Michael McDonald Secretary | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Jane Merrill Treasurer | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Eric Hand | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Carl Mills | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Chuck Ford | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Barbara Lamb | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Michael Shaver | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ATTEST:

Andrew Williams
Utility Director