



## Clay Township Regional Waste District

[www.ctrwd.org](http://www.ctrwd.org) Phone (317) 844-9200 Fax (317) 844-9203

### **BUDGET & FINANCE COMMITTEE MEETING**

Friday, June 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. District Name Change
5. Other Business

The next Meeting will be held on Friday June 23, 2017 at 7:30 am

Clay Township Regional Waste District  
Summary Balance Sheet  
April 30, 2017 compared to April 30, 2016

	April 207	April 2016	% of 2016
<b>ASSETS</b>			
Utility Plant	110,077,578	104,265,138	106%
Current Assets			
Cash & Investments			
Cash & Investments - Operating Fund	3,137,721	4,207,910	75%
Cash & Investments - Operating Reserve	2,192,400	2,192,400	100%
Cash & Investments - Reserve for Replacement	401,223	1,460,708	27%
Cash & Investments - Interceptor Fund	1,081,905	2,434,963	44%
Cash & Investments - Plant Expansion Fund	3,172,584	2,351,650	135%
Total Cash & Investments	9,985,833	12,647,631	79%
Accounts Receivable	570,142	525,899	108%
Liens Receivable	33,983	35,759	95%
Invoiced Receivables	137,008	33,619	408%
Notes & Interest Receivable	68,408	86,076	79%
Investment Interest Receivable	73,575	32,575	226%
Other Current Assets	331,889	261,449	127%
Current Assets	11,200,837	13,623,008	82%
<b>TOTAL ASSETS</b>	<b>121,278,415</b>	<b>117,888,145</b>	<b>103%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>			
<b>LIABILITIES</b>			
Current Liabilities			
Invoiced Payables	114,813	57,267	200%
Accounts Payable	14,686	694,822	2%
Accrued Paid Leave	79,443	86,836	91%
Other Current Liabilities	34,114	66,293	51%
Total Current Liabilities	243,057	905,218	27%
<b>TOTAL LIABILITIES</b>	<b>243,057</b>	<b>905,218</b>	<b>27%</b>
<b>EQUITY</b>			
Retained Earnings	22,370,088	20,515,611	109%
Construction in Aid	98,665,270	96,467,316	102%
<b>TOTAL EQUITY</b>	<b>121,035,358</b>	<b>116,982,927</b>	<b>103%</b>
<b>Total</b>	<b>121,278,415</b>	<b>117,888,145</b>	<b>103%</b>

# Clay Township Regional Waste District

## Income Statement

April 2017 - Summarized

	Actual MTD thru 04/30/2017	Budget MTD thru 04/30/2017	Variance	Actual YTD thru 04/30/2017	Budget YTD thru 04/30/2017	Variance	Total Annual Budget	Variance
Sales								
Residential	365,239	360,666	4,573	1,454,688	1,442,664	12,024	4,328,000	(2,873,312)
Commercial	181,664	200,750	(19,086)	718,227	803,000	(84,773)	2,409,000	(1,690,773)
Other Revenue	15,062	12,417	2,645	53,317	49,667	3,650	149,000	(95,683)
Total Sales	561,965	573,833	(11,868)	2,226,232	2,295,331	(69,099)	6,886,000	(4,659,768)
Other Income	12,102	7,167	4,935	66,242	28,667	37,575	86,000	(19,758)
Total Revenue	574,066	580,999	(6,933)	2,292,474	2,323,997	(31,523)	6,972,000	(4,679,526)
Operating Expenses								
Wages & Benefits	149,703	162,167	12,464	609,677	648,667	38,990	1,946,000	1,336,323
Administration	89,598	54,992	(34,606)	264,681	225,441	(39,240)	669,900	405,219
Treatment	155,791	150,200	(5,591)	565,689	617,800	52,111	1,742,000	1,176,311
Collection System	43,981	72,500	28,519	214,204	205,000	(9,204)	677,000	462,796
Total Operating Expenses	465,366	439,858	(25,508)	1,654,250	1,696,908	42,658	5,034,900	3,380,650
Depreciation	307,314	309,800	2,486	1,229,255	1,239,200	9,945	3,717,800	2,795,859
Amortization	(281,022)	(268,500)	12,522	(1,124,088)	(1,074,000)	50,088	(3,222,000)	(2,097,912)
Total Expenses	465,366	481,158	15,792	1,759,417	1,862,108	102,691	5,530,700	3,771,283
<b>NET SURPLUS/(DEFICIT)</b>	<b>108,701</b>	<b>99,841</b>	<b>8,860</b>	<b>533,057</b>	<b>461,889</b>	<b>71,167</b>	<b>1,441,300</b>	<b>(908,243)</b>

# Clay Township Regional Waste District

## Cash Generated

### April 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	3,269,626	1,569,392	3,109,355	2,192,400	422,642	(0)	10,563,414 0
Receipts:							
Deposits	592,447	93,224	66,721	0	0	0	752,392
Interest	8,384					0	8,384
Transfers	0					0	0
Total Receipts	<u>600,831</u>	<u>93,224</u>	<u>66,721</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>760,776</u>
Disbursements:							
Checks	378,039	6,923			21,419	0	406,381
Carmel Utilities	186,710					0	186,710
Plant Outflow 1701			3,491			0	3,491
Plant Odor Control-1505	167,988					0	167,988
LS Pump Replacement-1502						0	0
LS 17 Odor Control-1504	0					0	0
96th Keyston Repairs	0						
LS 4 Elim - 1801		4,438					
106th St Parallel FM-1601		356,030				0	356,030
Office Consolidation						0	0
Cedar Point	0						
Springmill Interceptor-1602		213,320				0	213,320
Transfers						0	0
Total Disbursements	<u>732,736</u>	<u>580,710</u>	<u>3,491</u>	<u>0</u>	<u>21,419</u>	<u>0</u>	<u>1,333,919</u>
Net Increase/(Decrease)	(131,905)	(487,487)	63,230	0	(21,419)	0	(577,581)
Ending Balance	3,137,721	1,081,905	3,172,584	2,192,400	401,223	(0)	9,985,833

**Clay Township Regional Waste District**  
**Cash Generated**  
YTD April 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	2,538,474	176,463	251,052	0	0	0	2,965,989
Interest	40,175	0	0	0	0	0	40,175
Transfers	300,000	0	0	0	0	0	300,000
Total Receipts	2,878,649	176,463	251,052	0	0	0	3,306,164
Disbursements:							
Checks	2,350,439	6,923	0	0	90,826	0	2,448,188
Carmel Utilities	423,629	0	0	0	0	0	423,629
Plant Outflow 1701	0	0	9,714	0	0	0	9,714
Plant Odor Control-1505	1,078,480	0	0	0	0	0	1,078,480
LS Pump Replacement-1502	0	0	0	0	97,726	0	97,726
LS 17 Odor Control-1504	138,351	0	0	0	0	0	138,351
96th Keyston Repairs	0				49,438		49,438
LS 4 Elim - 1801	0	12,750			0		12,750
106th St Parallel FM-1601	0	1,153,806	0	0	0	0	1,153,806
Office Consolidation	10,760	0	0	0	0	0	10,760
Cedar Point	46,271						46,271
Springmill Interceptor-1602	0	243,410	0	0	0	0	243,410
Transfers	0	0	0	0	0	0	0
Total Disbursements	4,047,930	1,416,889	9,714	0	237,989	0	5,712,523
Net Increase/(Decrease)	(1,169,280)	(1,240,426)	241,338	0	(237,989)	0	(2,406,358)
Ending Balance	3,137,721	1,081,905	3,172,584	2,192,400	401,223	(0)	9,985,832

**Clay Township Regional Waste District**  
**Budget & Finance Committee - Analysis of April 2017**  
**May 23, 2017**

**Income Statements**

<u>Category</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u> (unfavorable)	Above / -Under Budget	<u>Explanation</u>
Residential	365,239	360,666	4,573	1.27%	Over Budget
Commercial	181,664	200,750	(19,086)	-9.51%	Under budget
Other Revenue	15,062	12,417	2,645	21.30%	Over Budget
Other Income	12,102	7,167	4,935	69%	Over budget
Total Revenue	574,066	580,999	(6,933)	-1.19%	Under budget

April: Total Sales of \$574,066 were \$6,933 (1.19%) under expected revenue of \$580,999. Residential was 1.27% higher than budgeted and commercial was 9.51% lower than expected. It generated \$181,664 in April. Other Revenue was above projections and other income was higher than projections.

**April Spending Analysis**

Wages & benefits in April were \$149,703 or \$12,464 under budget (7.69%)

Administration spending in April was \$89,598 which is \$34,607 under budget (62.93%).

Treatment costs in April were \$155,791 which is \$5,591 over budget (3.72%).

Collection costs were \$43,981 in April which was \$28,519 budget (39.34%).

Total Operating expenses in April 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	106,520	114,583	8,063	-7.04%	Under budget
Consulting	24,668	4,167	(20,501)	491.98%	Over budget
Computer Expenses/Consultants	28,572	7,500	(21,072)	280.96%	Under budget
Plant R & M	23,862	12,500	(11,362)	90.90%	Over Budget
Equipment Repairs	7,950	2,000	(5,950)	297.50%	Over budget
Operating Supplies	10,723	-	(10,723)	0.00%	Over budget-used different account
Total Operating Expenses	439,073	439,858	785	-0.18%	Under budget
Net Income (loss)	108,701	99,841	8,860	8.87%	Over projected income for April

**Cash Generated**

Cash generated for April shows a net decrease in all funds by \$577,581. The decrease in funds was due to capital project expenditures.

Capital spending was \$770,571 in April or 6.5% of the working of the capital budget of \$11,768,909. Project spending included

Headworks odor control, 106th St Forcemain, and the Springmill Pallallel Interceptor projects.

YTD, cash balaces have decreased \$2,406,358.

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 April. The District invested \$2,000,000 in July 2015 in a 5 year CD earning 2.05%.

# Clay Township Regional Waste District Income Statement

April 2017

		Actual MTD thru 04/30/2017	Budget MTD thru 04/30/2017	Variance	Above/ -Under Budget	Actual YTD thru 04/30/2017	Budget YTD thru 04/30/2017	Variance
Sales								
Residential								
4001-1	Sales - Residential	365,239	360,666	4,573	1.27%	1,454,688	1,442,664	12,024
Residential		365,239	360,666	4,573	1.27%	1,454,688	1,442,664	12,024
Commercial								
4003-1	Sales - Commercial	181,664	200,750	(19,086)	-9.51%	718,227	803,000	(84,773)
Commercial		181,664	200,750	(19,086)	-9.51%	718,227	803,000	(84,773)
Other Revenue								
4005-1	Late Charges	7,937	5,833	2,103	36.06%	26,678	23,333	3,345
4007-1	Applications Fees	5,505	4,500	1,005	22.33%	21,284	18,000	3,284
4009-1	Plan Reviews, Inspections, Misc. Revenue	1,620	2,083	(463)	-22.24%	5,355	8,333	(2,978)
Other Revenue		15,062	12,417	2,645	21.30%	53,317	49,667	3,650
Total Sales		561,965	573,833	(11,868)	-2.07%	2,226,232	2,295,331	(69,098)
Other Income								
4501-1	Interest - Investments	3,370	6,833	(3,463)	-50.68%	13,479	27,333	(13,854)
4503-1	Interest - Banking	8,384	0	8,384	#DIV/0!	36,694	0	36,694
4507-1	Bank Fees	(20)	(83)	63	-76.00%	(80)	(333)	253
4601-1	Interest - by project	364	417	(52)	-12.57%	1,478	1,667	(189)
4901-1	Misc Income/Expense	4	0	4	#DIV/0!	14,671	0	14,671
Other Income		12,102	7,167	4,935	68.86%	66,242	28,667	37,575
Total Revenue		574,066	580,999	(6,933)	-1.19%	2,292,474	2,323,997	(31,523)
Operating Expenses								
Wages & Benefits								
5001-1	Gross Wages	106,520	114,583	8,064	7.04%	434,584	458,333	23,749
5003-1	Other Employee Exp	478	833	355	42.63%	3,428	3,333	(95)
5005-1	Retirement Plan - Hoosier START	10,936	11,417	481	4.21%	43,307	45,667	2,360
5007-1	Employee Insurance	24,183	27,083	2,900	10.71%	97,751	108,333	10,582
5009-1	Taxes (Employer FICA)	7,586	8,250	664	8.05%	30,606	33,000	2,394
Wages & Benefits		149,703	162,167	12,464	7.69%	609,677	648,667	38,990
Administration								
5101-1	Clay Township Govt Center Operations	3,316	4,167	851	20.42%	18,472	16,667	(1,806)
5103-1	Professional Education	1,177	1,500	323	21.53%	9,736	10,500	764
5105-1	Boardmember Fees	1,250	1,583	333	21.05%	5,900	6,333	433
5107-1	Board Expense	208	167	(41)	-24.51%	497	667	169
5109-1	Consulting	24,668	4,167	(20,501)	-492.02%	36,296	16,667	(19,630)
5111-1	Computer Expenses/Consultants	28,572	7,500	(21,072)	-280.96%	89,356	30,000	(59,356)
5113-1	Insurance	8,404	8,333	(71)	-0.85%	32,226	33,333	1,108
5115-1	Accounting Fees	0	1,250	1,250	100.00%	84	5,000	4,916
5117-1	Legal Fees	3,940	4,167	227	5.44%	6,630	16,667	10,037
5119-1	Engineering Fees	2,139	3,333	1,194	35.83%	9,153	13,333	4,180
5125-1	Professional Affiliations	0	375	375	100.00%	3,070	2,975	(95)

		Actual MTD thru 04/30/2017	Budget MTD thru 04/30/2017	Variance	Above/ -Under Budget	Actual YTD thru 04/30/2017	Budget YTD thru 04/30/2017	Variance
5127-1	Travel & Mileage	427	600	173	28.86%	1,753	2,400	647
5129-1	Collection	487	0	(487)	#DIV/0!	1,596	0	(1,596)
5131-1	Billing Service Contracts	10,922	11,917	994	8.34%	39,788	47,667	7,879
5135-1	Office Expense	585	917	332	36.18%	1,450	3,667	2,216
5137-1	Postage Expense	0	767	767	100.00%	(4,900)	3,067	7,967
5139-1	Office Services	3,504	2,750	(754)	-27.42%	9,055	11,000	1,945
5141-1	Customer Outreach & Education	0	1,500	1,500	100.00%	4,517	5,500	983
Administration		89,598	54,992	(34,607)	-62.93%	264,681	225,441	(39,239)
Treatment								
5201-1	Sewage Treatment - Carmel WWTP	95,195	100,000	4,805	4.81%	348,020	400,000	51,980
5203-1	Sewer Sampling & Lab	2,347	3,000	653	21.78%	13,063	12,000	(1,063)
5205-1	Biosolids Disposal	9,363	10,000	637	6.37%	50,111	48,000	(2,111)
5207-1	Plant R & M	23,862	12,500	(11,362)	-90.90%	66,276	50,000	(16,276)
5209-1	Utilities - Plant	19,756	18,000	(1,756)	-9.76%	69,784	79,000	9,216
5211-1	Operating Supplies - Plant	3,894	5,000	1,106	22.12%	4,024	10,000	5,976
5213-1	Safety Materials & Training	630	1,700	1,070	62.96%	4,016	6,800	2,784
5215-1	Permits	745	0	(745)	#DIV/0!	10,395	12,000	1,605
Treatment		155,791	150,200	(5,591)	-3.72%	565,689	617,800	52,111
Collection System								
5301-1	Lift Station R & M	5,624	16,000	10,376	64.85%	16,007	37,000	20,993
5303-1	Line Maintenance	1,551	10,000	8,449	84.49%	5,689	10,000	4,311
5305-1	Line Repair	1,043	4,000	2,957	73.92%	23,042	6,000	(17,042)
5307-1	Equipment Repair	7,950	2,000	(5,950)	-297.48%	9,208	6,000	(3,208)
5313-1	Vehicle R & M	0	2,000	2,000	100.00%	1,624	8,000	6,376
5315-1	Fuel	1,268	2,500	1,232	49.28%	6,718	7,000	282
5317-1	Utilities - Lift Stations	15,327	18,000	2,673	14.85%	63,900	66,000	2,100
5319-1	Operating Supplies - Collection System	10,723	0	(10,723)	#DIV/0!	51,953	40,000	(11,953)
5321-1	Manhole R&M	0	7,000	7,000	100.00%	34,369	11,000	(23,369)
5322-1	Televising	0	10,000	10,000	100.00%	0	10,000	10,000
5323-1	Uniforms & Shop Towels	496	1,000	504	50.43%	1,695	4,000	2,305
Collection System		43,981	72,500	28,519	39.34%	214,204	205,000	(9,204)
Total Operating Expenses		439,073	439,858	785	0.18%	1,654,250	1,696,908	42,658
Depreciation								
5901-1	Depreciation	307,314	309,800	2,486	0.80%	1,229,255	1,239,200	9,945
Depreciation		307,314	309,800	2,486	0.80%	1,229,255	1,239,200	9,945
Amortization								
5911-1	Amortization of CIAC	(281,022)	(268,500)	12,522	-4.66%	(1,124,088)	(1,074,000)	50,088
Amortization		(281,022)	(268,500)	12,522	-4.66%	(1,124,088)	(1,074,000)	50,088
Total Expenses		465,366	481,158	15,793	3.28%	1,759,417	1,862,108	102,691
NET SURPLUS/(DEFICIT)		108,701	99,841	8,860	8.87%	533,057	461,889	71,167



Board Approved 11/14/2016  
adjustments to include carryovers from 2016

## Funding

## Contracts

Location	Project No.	Project	Source	2017 Budget	April	YTD Spending	Contracts	Budget Balance	Comment/justification	Prior Month YTD
WWTP		Michigan Road Wastewater Treatment Plant								
	1505	Headworks odor control upgrades(2.1M)	Operating Fund	\$ 1,628,871	167,988	1,073,697	279,538	275,636	ongoing performance issues with existing equipment	905,710
	1701	Post Treatment Improvements	Plant Expansion Fund	\$ 300,000	3,491	9,714	-	290,286	Outfall to Cemetery Creek	6,223
	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	10,760
		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	7,602	56,269	26,715	10,416	Upgrade software	48,667
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	7,830
	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.	7,175
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	97,726
	1601	106th Street Parallel Force main (Ditch Road to Michigan Road WWTP)	Interceptor Fund	\$ 2,146,000	356,030	1,153,805	992,195	(0)	Increase capacity - LS 2 & 8 to MRWWTP	797,776
			Operating Fund	\$ 3,250,000		-	3,245,020	-	Increase capacity - LS 2 & 8 to MRWWTP	-
	1602	Springmill parallel interceptor	Interceptor Fund	\$ 1,000,000	213,320	243,410	728,900	27,690	Relief for existing Springmill Interceptor, service unsewered & undeveloped parcels.	30,091
	1604	Queens Manor/Estancia	Operating Fund	\$ 190,000		1,080	-	188,920	Neighborhood sewer project.	1,080
LS 3		Northern Heights				-				-
		(no projects)				-				-
LS 4		Springmill Ridge				-				-
	1801	Interceptor extension & lift station elimination	Interceptor Fund	\$ 100,000	4,438	12,750		87,250	Proceed with completion of Jackson's Grant Phase 6.	8,313
LS 5		Springmill Streams				-				-
LS 8		Laurelwood				-				-
	1510	Cedar Point Sanitary Sewer Extension	Operating Fund	\$ 48,128		46,271	-	1,857	Neighborhood sewer project.	46,271
	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		138,351	56,800	(70,151)	Address Odor Issues caused to the volume of flow	138,351
	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	2,500	-	9,500	Safety issue, current configuration allows middle door on hatch to fall. Evaluation of options is underway.	-
LS 20		Mavflower Park				-				-





## Memorandum

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To: Budget & Finance Committee  
From: Scot Watkins  
Date: May 25, 2017  
Subject: IT Update

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Since the last meeting there have been quite a few upgrades and improvements with the District's IT system. Firewalls at each location have been replaced with increased security and indefinite logging capabilities enabled. All external access requests from outside the network are being blocked from external applications except GIS services; these services became inaccessible internally when the rule was first created and needs further troubleshooting by IT Indianapolis. Geographical restrictions have also been implemented to prevent anyone from outside of the United States from accessing the system. The HiperWeb server has been removed from the domain and is functioning within its own DMZ. This should prevent any unwanted access to the network. The District has also purchased an additional level of protection from SecureWorks called Red Cloak; a managed advanced endpoint threat detection. Simply put, it's a beefed up anti-virus with detailed monitoring and reporting features.

Future projects include moving the ArcGIS to a standalone server on a DMZ, decommissioning the SQL server and replacing it with a 2016 Server dedicated to the UMS (billing software), decommissioning the Clayapp and replacing it with 2016 Server, managed fiber internet from AT&T at both locations, a backup device at the plant for the POSM and SCADA servers, and an updated backup device for the admin office. The upgrade to fiber will provide significantly faster backups, more reliable communication between the two locations and 99.95% uptime, ensuring critical services will be available when needed in the field such as HiperWeb, GIS and SCADA.



## MEMORANDUM

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**To:** B&F Committee

**From:** Andrew Williams

**Date:** May 25, 2017

**Subject:** District Name Change

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The following proposed names were discussed at the May Board Meeting:

- Community Sewer Utility
- HMB Sewer Utility
- Tri-Co Sewer Utility
- Renew Sewer Utility

This matter goes back to the November 2005 Board meeting when the Board discussed a name change as a result of comments received at the retreat that year. It was suggested that the word "Regional" should be somewhere in the name. At the December meeting, Central Indiana Regional Sewer District, Central Indiana Sewer Utility, Heartland Regional Sewer District and Little Eagle Creek Regional Sewer District were presented. A motion was made and approved to change the name to Central Indiana Regional Sewer District. A petition was filed with IDEM to change the name. However, the petition was withdrawn as part of the lawsuit between the District and the Trustees' office.

Staff strongly believes that "Waste" needs to be replaced with "Sewer". Of the 103 Regional Water/Sewer Districts, two use "Regional Utility District", one uses "Wastewater Utility", four use "Regional Waste District" and the remaining 96 use "Regional Sewer (Water) District".

The following proposal was received from SMARI to conduct a naming oriented survey.

- Less than 10 min. survey
- Use exiting CTRWD list of emails
- Complete 300 surveys
- SMARI services would include: Account and project management, survey design and programming, data collection for 300 surveys, quality control, data processing, cleaning and prepping for analysis, summary report with conclusions and recommendations.
- Total costs \$7,000