



TriCo Regional Sewer Utility

www.TriCo.eco Phone (317) 844-9200 Fax (317) 844-9203

BUDGET & FINANCE COMMITTEE MEETING

Wednesday, February 24, 2021 at 7:30 a.m.
VIRTUAL SEE CONNECTION LINK BELOW
7236 Mayflower Park Drive, Zionsville, IN 46077

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AGENDA

1. Public Comment
2. Financial Statements
3. Hach Software Agreement
4. Harris Computer Systems Software Agreement
5. Other Business

TriCo Regional Sewer Utility
 Budget & Finance Committee - Analysis of January 2021
 February 21, 2021

Income Statements

<u>Category</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u> <u>(unfavorable)</u>	<u>Above /</u> <u>Under</u> <u>Budget</u>	<u>Explanation</u>
Residential	417,894	421,666	(3,772)	-0.89%	Under Budget
Commercial	174,163	192,000	(17,837)	-9.29%	Under Budget
Other Revenue	18,365	15,833	2,532	15.99%	Over Budget
Other Income	17,492	8,208	9,284	113%	Over Budget
Total Revenue	627,913	637,707	(9,794)	-1.54%	Under Budget

Residential sales were \$4,000 lower in January from December and were below budget. Commercial revenue was down \$18,000 from December and \$17,800 below projections. Other revenue was over budget by \$2,500. Other income was above projections by \$9,300.

January: Total Sales of \$627,913 was \$9,794 under projected revenue of \$637,707. YTD, revenue is 8.10% of budget.

January Spending Analysis

Wages & benefits in January were \$217,956 and over budget by \$3,721 (1.74%) due to H S A contributions.

Administration spending in January was \$60,655 and \$5,970 under budget (8.96%).

Treatment costs in January were \$170,917 which was \$5,917 over budget (3.59%).

Collection costs were \$44,307 in January which was \$10,107 over budget (29.55%).

Total Operating expenses in January were \$493,834 which is \$13,774 over budget (2.87%).

<u>Category</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u> <u>(unfavorable)</u>	<u>Above /</u> <u>Under</u> <u>Budget</u>	<u>Explanation</u>
Gross Wages	133,303	127,750	(5,553)	4.35%	Over Budget
Other Emp Exp	2,919	1,333	(1,586)	118.93%	Wellness screening
Billing Service Contracts	23,154	8,333	(14,821)	177.86%	CUSI annual maint - 16K
Office Expense	1,986	833	(1,153)	138.42%	New office decals/other misc expenses
Carmel Treatment	93,126	90,000	(3,126)	3.47%	Over Budget
Plant R & M	24,368	15,000	(9,368)	62.45%	Orbal shaft -11.5K
Lift Station R & M	14,186	5,000	(9,186)	183.72%	Culy, Xylem, MacAllister
Operating Supplies-Collections	4,870	1,250	(3,620)	289.60%	ACE Technologies
Total Operating Expenses	493,834	480,060	(13,774)	2.87%	Over Budget

Net Income (loss) net of depreciation	9,749	63,403	(53,654)	-84.62%	Under Projections
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Cash Generated

Cash generated for January shows a net decrease in all funds by \$282,022. Capital spending was \$1,732,621 which included spending for Neighborhood Sewers, Servers, Plant Expansion, Plant Repairs, admin office remodel, Haver Way, and IT updates.

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

	January	December	+/- from last month	
Operating	\$ 5,127,268	\$ 5,027,386	\$ 99,882	
Interceptor	\$ (364,414)	\$ 32,034	\$ (396,448)	
Plant Expansion	\$ 3,255,453	\$ 3,764,230	\$ (508,777)	
Operating Reserve	\$ 519,252	\$ 519,252	\$ -	
Reserve for Replacement	\$ 582,015	\$ 611,155	\$ (29,140)	\$ (834,483)
2020 Bond Fund	\$ 8,801,409	\$ 9,473,644	\$ (672,235)	
Total	\$ 17,920,983	\$ 19,427,701	\$ (1,506,718)	

Cash balances in the operating, interceptor, plant exp and R4R decreased \$834,483 in January. Bond funds decreased \$672,235 in January.

Investments

The money market rate dropped to 1.0% at Merchants Bank. Total interest in January was \$15,773.

TriCo Regional Sewer Utility**Balance Sheet**

January 2021

	Actual as of 01/31/2021	Actual as of 01/31/2020	% of Prior Year
ASSETS			
Utility Plant	131,578,087.87	114,538,691.16	114.88 %
Current Assets			
Cash & Investments			
Cash & Investments - Operating Fund	5,127,267.86	4,186,021.20	122.49 %
Cash & Investments - Operating Reserve	519,252.00	2,192,400.00	23.68 %
Cash & Investments - Reserve for Replacement	582,015.46	652,407.40	89.21 %
Cash & Investments - Interceptor Fund	(364,414.20)	193,208.98	(188.61)%
Cash & Investments - Plant Expansion Fund	3,255,453.18	4,636,538.48	70.21 %
Cash & Investments - 2020 Bond Funds	8,801,409.05	0.00	0.00 %
Total Cash & Investments	17,920,983.35	11,860,576.06	151.10 %
Accounts Receivable	1,472,138.42	1,188,876.39	123.83 %
Liens Receivable	13,391.35	27,782.33	48.20 %
Invoiced Receivables	431,187.29	460,220.83	93.69 %
Notes & Interest Receivable	24,603.81	33,883.64	72.61 %
Investment Interest Receivable	0.00	186,466.00	0.00 %
Other Current Assets	219,262.94	205,265.90	106.82 %
Current Assets	20,081,567.16	13,963,071.15	143.82 %
TOTAL ASSETS	151,659,655.03	128,501,762.31	118.02 %
TOTAL LIABILITIES & EQUITY			
LIABILITIES			
Current Liabilities			
Invoiced Payables	101,040.05	107,725.80	93.79 %
Accounts Payable	(1,889.35)	(1,931.03)	97.84 %
Accrued Paid Leave	103,990.81	89,777.21	115.83 %
Other Current Liabilities	1,565,899.94	618,277.86	253.27 %
Total Current Liabilities	1,769,041.45	813,849.84	217.37 %
Long-Term Liabilities			
Bonds Payable	21,400,000.00	0.00	0.00 %
Long-Term Liabilities	21,400,000.00	0.00	0.00 %
TOTAL LIABILITIES	23,169,041.45	813,849.84	2,846.84 %
EQUITY			
Retained Earnings	30,035,009.81	28,340,797.53	105.98 %
Construction in Aid	98,455,603.77	99,347,114.94	99.10 %
TOTAL EQUITY	128,490,613.58	127,687,912.47	100.63 %
Total	151,659,655.03	128,501,762.31	118.02 %

TriCo Regional Sewer Utility				
Income Statement				
January 2021				
				Target
		Actual	Annual	8.33%
		01/31/2021	Budget	% YTD
Sales				
Residential				
4001-1	Sales - Residential	417,893.62	5,060,000.00	8.26 %
Residential		417,893.62	5,060,000.00	8.26 %
Commercial				
4003-1	Sales - Commercial	174,162.71	2,400,000.00	7.26 %
Commercial		174,162.71	2,400,000.00	7.26 %
Other Revenue				
4005-1	Late Charges	5,996.47	100,000.00	6.00 %
4007-1	Applications Fees	12,265.00	65,000.00	18.87 %
4009-1	Plan Reviews, Inspections, Misc. Revenue	103.95	25,000.00	0.42 %
Other Revenue		18,365.42	190,000.00	9.67 %
Total Sales		610,421.75	7,650,000.00	7.98 %
Other Income				
4503-1	Interest - Banking	15,772.99	100,000.00	15.77 %
4507-1	Bank Fees	(103.00)	(2,000.00)	5.15 %
4601-1	Interest - by project	118.48	500.00	23.70 %
4801-1	Gain/Loss on Asset Disposal	0.00	0.00	0.00 %
4901-1	Misc Income/Expense	1,703.25	0.00	0.00 %
Other Income		17,491.72	98,500.00	17.76 %
Total Revenue		627,913.47	7,748,500.00	8.10 %
Operating Expenses				
Wages & Benefits				
5001-1	Gross Wages	133,302.65	1,660,726.00	8.03 %
5003-1	Other Employee Exp	2,919.40	16,000.00	18.25 %
5005-1	Retirement Plan - Hoosier START	13,196.82	166,073.00	7.95 %
5007-1	Employee Insurance	59,419.75	391,236.00	15.19 %
5009-1	Taxes (Employer FICA)	9,117.05	127,046.00	7.18 %
Wages & Benefits		217,955.67	2,361,081.00	9.23 %
Administration				
5103-1	Professional Education	1,727.13	20,000.00	8.64 %
5105-1	Boardmember Fees	1,300.00	19,000.00	6.84 %
5107-1	Board Expense	250.18	1,500.00	16.68 %
5109-1	Consulting	0.00	50,000.00	0.00 %
5111-1	Computer Expenses/Consultants	23,510.18	240,000.00	9.80 %
5113-1	Insurance	(2,388.11)	120,000.00	(1.99)%
5115-1	Accounting Fees	0.00	5,000.00	0.00 %
5117-1	Legal Fees	797.50	35,000.00	2.28 %
5119-1	Engineering Fees	0.00	25,000.00	0.00 %
5125-1	Professional Affiliations	600.00	7,000.00	8.57 %
5127-1	Travel & Mileage	232.96	7,000.00	3.33 %
5129-1	Collection	212.00	13,000.00	1.63 %
5131-1	Billing Service Contracts	23,154.15	100,000.00	23.15 %
5133-1	Bad Debt Expense	340.55	2,000.00	17.03 %
5135-1	Office Expense	1,986.70	10,000.00	19.87 %
5137-1	Postage Expense	5,883.46	60,000.00	9.81 %
5139-1	Office Services	2,922.55	60,000.00	4.87 %

		Actual	Annual	Target
		01/31/2021	Budget	8.33%
				% YTD
5141-1	Customer Outreach & Education	125.40	25,000.00	0.50 %
Administration		60,654.65	799,500.00	7.59 %
Treatment				
5201-1	Sewage Treatment - Carmel WWTP	93,126.03	1,200,000.00	7.76 %
5203-1	Sewer Sampling & Lab	3,673.89	60,000.00	6.12 %
5205-1	Biosolids Disposal	10,191.03	165,000.00	6.18 %
5207-1	Plant R & M	24,368.79	180,000.00	13.54 %
5209-1	Utilities - Plant	27,861.30	320,000.00	8.71 %
5211-1	Operating Supplies - Plant	0.00	30,000.00	0.00 %
5213-1	Safety Materials & Training	2,143.55	15,000.00	14.29 %
5215-1	Permits	9,552.01	15,500.00	61.63 %
Treatment		170,916.60	1,985,500.00	8.61 %
Collection System				
5301-1	Lift Station R & M	14,186.22	135,000.00	10.51 %
5303-1	Line Maintenance	2,342.47	35,000.00	6.69 %
5305-1	Line Repair	0.00	50,000.00	0.00 %
5307-1	Equipment Repair	0.00	18,000.00	0.00 %
5313-1	Vehicle R & M	96.98	15,000.00	0.65 %
5315-1	Fuel	1,242.83	20,000.00	6.21 %
5317-1	Utilities - Lift Stations	17,482.30	195,000.00	8.97 %
5319-1	Operating Supplies - Collection System	4,870.47	20,000.00	24.35 %
5321-1	Manhole R&M	0.00	66,000.00	0.00 %
5322-1	Televising	3,426.48	40,000.00	8.57 %
5323-1	Uniforms & Shop Towels	658.97	13,000.00	5.07 %
Collection System		44,306.72	607,000.00	7.30 %
Total Operating Expenses		493,833.64	5,753,081.00	8.58 %
	<i>Net Income before int, deprec, amort</i>	<i>134,079.83</i>	<i>1,995,419.00</i>	<i>6.72%</i>
Interest Expense				
5801-1	Interest Expense	44,246.25	530,955.00	8.33 %
Total		44,246.25	530,955.00	8.33 %
Total Interest Expense		44,246.25	530,955.00	8.33 %
Depreciation				
5901-1	Depreciation	352,296.87	4,300,000.00	8.19 %
Depreciation		352,296.87	4,300,000.00	8.19 %
Amortization				
5911-1	Amortization of CIAC	(272,212.00)	(3,700,000.00)	7.36 %
Amortization		(272,212.00)	(3,700,000.00)	7.36 %
Total Expenses		618,164.76	6,884,036.00	8.98 %
NET SURPLUS/(DEFICIT)		9,748.71	864,464.00	1.13 %

TriCo Regional Sewer Utility							
Income Statement							
January 2021							
			Actual	Budget			
			MTD	MTD			Actual
			thru	thru		Annual	to YTD
			01/31/2021	01/31/2021	Variance	% MTD	Budget
							Budget
Sales							
Residential							
4001-1	Sales - Residential		417,893.62	421,666.66	(3,773.04)	99.11 %	5,060,000
Residential			417,893.62	421,666.66	(3,773.04)	99.11 %	5,060,000
Commercial							
4003-1	Sales - Commercial		174,162.71	192,000.00	(17,837.29)	90.71 %	2,400,000
Commercial			174,162.71	192,000.00	(17,837.29)	90.71 %	2,400,000
Other Revenue							
4005-1	Late Charges		5,996.47	8,333.33	(2,336.86)	71.96 %	100,000
4007-1	Applications Fees		12,265.00	5,416.66	6,848.34	226.43 %	65,000
4009-1	Plan Reviews, Inspections, Misc. Revenue		103.95	2,083.33	(1,979.38)	4.99 %	25,000
Other Revenue							
			18,365.42	15,833.32	2,532.10	115.99 %	190,000
Total Sales			610,421.75	629,499.98	(19,078.23)	96.97 %	7,650,000
Other Income							
4503-1	Interest - Banking		15,772.99	8,333.33	7,439.66	189.28 %	100,000
4507-1	Bank Fees		(103.00)	(166.66)	63.66	61.80 %	(2,000)
4601-1	Interest - by project		118.48	41.66	76.82	284.40 %	500
4801-1	Gain/Loss on Asset Disposal		0.00	0.00	0.00	0.00 %	0
4901-1	Misc Income/Expense		1,703.25	0.00	1,703.25	0.00 %	0
Other Income							
			17,491.72	8,208.33	9,283.39	213.10 %	98,500
Total Revenue			627,913.47	637,708.31	(9,794.84)	98.46 %	7,748,500
Operating Expenses							
Wages & Benefits							
5001-1	Gross Wages		133,302.65	127,750.00	(5,552.65)	104.35 %	1,660,726
5003-1	Other Employee Exp		2,919.40	1,333.33	(1,586.07)	218.96 %	16,000
5005-1	Retirement Plan - Hoosier START		13,196.82	12,775.00	(421.82)	103.30 %	166,073
5007-1	Employee Insurance		59,419.75	62,603.30	3,183.55	94.91 %	391,236
5009-1	Taxes (Employer FICA)		9,117.05	9,773.00	655.95	93.29 %	127,046
Wages & Benefits							
			217,955.67	214,234.63	(3,721.04)	101.74 %	2,361,081

		Actual	Budget				
		MTD	MTD				Actual
		thru	thru			Annual	to YTD
		01/31/2021	01/31/2021	Variance	% MTD	Budget	Budget
Administration							
5103-1	Professional Education	1,727.13	1,666.66	(60.47)	103.63 %	20,000	8.64 %
5105-1	Boardmember Fees	1,300.00	1,583.33	283.33	82.11 %	19,000	6.84 %
5107-1	Board Expense	250.18	125.00	(125.18)	200.14 %	1,500	16.68 %
5109-1	Consulting	0.00	4,166.66	4,166.66	0.00 %	50,000	0.00 %
5111-1	Computer Expenses/Consultants	23,510.18	20,000.00	(3,510.18)	117.55 %	240,000	9.80 %
5113-1	Insurance	(2,388.11)	10,000.00	12,388.11	(23.88)%	120,000	(1.99)%
5115-1	Accounting Fees	0.00	416.66	416.66	0.00 %	5,000	0.00 %
5117-1	Legal Fees	797.50	2,916.66	2,119.16	27.34 %	35,000	2.28 %
5119-1	Engineering Fees	0.00	2,083.33	2,083.33	0.00 %	25,000	0.00 %
5125-1	Professional Affiliations	600.00	583.33	(16.67)	102.86 %	7,000	8.57 %
5127-1	Travel & Mileage	232.96	583.33	350.37	39.94 %	7,000	3.33 %
5129-1	Collection	212.00	1,083.33	871.33	19.57 %	13,000	1.63 %
5131-1	Billing Service Contracts	23,154.15	8,333.33	(14,820.82)	277.85 %	100,000	23.15 %
5133-1	Bad Debt Expense	340.55	166.66	(173.89)	204.34 %	2,000	17.03 %
5135-1	Office Expense	1,986.70	833.33	(1,153.37)	238.41 %	10,000	19.87 %
5137-1	Postage Expense	5,883.46	5,000.00	(883.46)	117.67 %	60,000	9.81 %
5139-1	Office Services	2,922.55	5,000.00	2,077.45	58.45 %	60,000	4.87 %
5141-1	Customer Outreach & Education	125.40	2,083.33	1,957.93	6.02 %	25,000	0.50 %
Administration		60,654.65	66,624.94	5,970.29	91.04 %	799,500	7.59 %
Treatment							
5201-1	Sewage Treatment - Carmel WWTP	93,126.03	90,000.00	(3,126.03)	103.47 %	1,200,000	7.76 %
5203-1	Sewer Sampling & Lab	3,673.89	5,000.00	1,326.11	73.48 %	60,000	6.12 %
5205-1	Biosolids Disposal	10,191.03	13,750.00	3,558.97	74.12 %	165,000	6.18 %
5207-1	Plant R & M	24,368.79	15,000.00	(9,368.79)	162.46 %	180,000	13.54 %
5209-1	Utilities - Plant	27,861.30	22,000.00	(5,861.30)	126.64 %	320,000	8.71 %
5211-1	Operating Supplies - Plant	0.00	2,500.00	2,500.00	0.00 %	30,000	0.00 %
5213-1	Safety Materials & Training	2,143.55	1,250.00	(893.55)	171.48 %	15,000	14.29 %
5215-1	Permits	9,552.01	15,500.00	5,947.99	61.63 %	15,500	61.63 %
Treatment		170,916.60	165,000.00	(5,916.60)	103.59 %	1,985,500	8.61 %
Collection System							
5301-1	Lift Station R & M	14,186.22	5,000.00	(9,186.22)	283.72 %	135,000	10.51 %
5303-1	Line Maintenance	2,342.47	1,000.00	(1,342.47)	234.25 %	35,000	6.69 %
5305-1	Line Repair	0.00	1,500.00	1,500.00	0.00 %	50,000	0.00 %
5307-1	Equipment Repair	0.00	1,500.00	1,500.00	0.00 %	18,000	0.00 %

		Actual	Budget				
		MTD	MTD				Actual
		thru	thru			Annual	to YTD
		01/31/2021	01/31/2021	Variance	% MTD	Budget	Budget
5313-1	Vehicle R & M	96.98	200.00	103.02	48.49 %	15,000	0.65 %
5315-1	Fuel	1,242.83	2,400.00	1,157.17	51.78 %	20,000	6.21 %
5317-1	Utilities - Lift Stations	17,482.30	16,250.00	(1,232.30)	107.58 %	195,000	8.97 %
5319-1	Operating Supplies - Collection System	4,870.47	1,250.00	(3,620.47)	389.64 %	20,000	24.35 %
5321-1	Manhole R&M	0.00	2,000.00	2,000.00	0.00 %	66,000	0.00 %
5322-1	Televising	3,426.48	2,000.00	(1,426.48)	171.32 %	40,000	8.57 %
5323-1	Uniforms & Shop Towels	658.97	1,100.00	441.03	59.91 %	13,000	5.07 %
Collection System		44,306.72	34,200.00	(10,106.72)	129.55 %	607,000	7.30 %
Total Operating Expenses		493,833.64	480,059.57	(13,774.07)	102.87 %	5,753,081	8.58 %
Interest Expense							
5801-1	Interest Expense	44,246.25	44,246.25	0.00	100.00 %	530,955	8.33 %
Total		44,246.25	44,246.25	0.00	100.00 %	530,955	8.33 %
Total Interest Expense		44,246.25	44,246.25	0.00	100.00 %	530,955	8.33 %
Depreciation							
5901-1	Depreciation	352,296.87	358,333.33	6,036.46	98.32 %	4,300,000	8.19 %
Depreciation Amortization		352,296.87	358,333.33	6,036.46	98.32 %	4,300,000	8.19 %
5911-1	Amortization of CIAC	(272,212.00)	(308,333.34)	(36,121.34)	88.29 %	(3,700,000)	7.36 %
Amortization		(272,212.00)	(308,333.34)	(36,121.34)	88.29 %	(3,700,000)	7.36 %
Total Expenses		618,164.76	574,305.81	(43,858.95)	107.64 %	6,884,036	8.98 %
NET SURPLUS/(DEFICIT)		9,748.71	63,402.50	(53,653.79)	15.38 %	864,464	1.13 %

TriCo Regional Sewer Utility
Cash Generated
January 2021

	<u>Operating</u>	<u>Interceptor</u>	<u>Plant Expansion</u>	<u>Operating Reserve</u>	<u>Reserve for Replacement</u>	<u>2020 Bond Funds</u>	<u>2020 Bonds DSR</u>	<u>TOTAL</u>
Beginning Balance	5,027,386	32,034	3,764,230	519,252	611,155	7,798,543	1,675,101	19,427,702
Receipts:								
Deposits	659,504	6,583	41,664					707,751
Interest	15,759						14	15,773
Transfers								0
Total Receipts	<u>675,263</u>	<u>6,583</u>	<u>41,664</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14</u>	<u>723,524</u>
Disbursements:								
Checks	404,433				29,140	63		433,637
Carmel Utilities	93,126							93,126
Plant Outflow 1701/1906			626,646					626,646
Plant Odor Control-1505								-
LS 8 Upgrades - 1904								-
LS 14 Forcemain Extension 1901								-
96th Keyston Repairs								-
LS 4 Elim - 1801								-
106th St Parallel FM-1601								-
Office Remodel	78,113							78,113
Neighborhood sewers	-290	77,620	-76,205					1,125
96th Keystone Relocate - 1702								-
Plant Expansion - 1902						672,186		672,186
Springmill Interceptor-1602								-
Haver Way - 1802		325,412						325,412
LS 11 Project - 1911								-
Transfers		0						-
Total Disbursements	<u>575,382</u>	<u>403,031</u>	<u>550,441</u>	<u>0</u>	<u>29,140</u>	<u>672,249</u>	<u>0</u>	<u>2,230,243</u>
Net Increase/(Decrease)	99,881	(396,448)	(508,777)	0	(29,140)	(672,249)	14	(1,506,719)
Petty Cash								
Ending Balance	5,127,268	(364,414)	3,255,453	519,252	582,015	7,126,294	1,675,115	17,920,983

2021 Capital Budget

CAPITAL BUDGET LAST UPDATED 12/9/2020

See project fact sheets for more information on individual projects

Year 1

Location	Project No.	Project	Funding Source	2021	Jan	Note
WRRF	Michigan Road Water Resource Recovery Facility					
	1902	WRRF Expansion	Bond Proceeds	\$ 8,000,000	\$ 672,186	Bonds to be paid back by Plant Expansion, Operating, and Reserve for Replacement funds. See separate breakdown included in fund projections.
	1906	WRRF Outfall Sewer Expansion	Plant Expansion		\$ 626,646	
	1910	WRRF Office Unification	Operating		\$ 78,113	
	2104	Covered company vehicle parking	Operating	\$ 100,000		Reduce staff time spent clearing snow and ice
	2105	Biosolids building addition	Operating	\$ 150,000		Climate controlled storage vector truck & equip
	2601	WRRF Belt filter press replacement	Reserve for Replacement			
		Plant Pump Replacements	Reserve for Replacement			Replacement pumps for the digesters, lift station and scum station.
		Annual Plant Improvement & Repair Projects	Operating	\$ 150,000	\$ 22,944	Typical annual expenditures
LS 1	Carmel Creek					
	1802	Haver Way/Whitley Drive Lift Station & Sewer Reconstruction	Interceptor	\$ 250,000	\$ 325,412	Amounts budgeted do not include contribution or future reimbursement from property owners
	2004	LS 1 Generator Replacement	Reserve for Replacement	\$ 350,000		Amount excludes 250k insurance reimbursement
	2201	LS 1 Replace wet weather pumps	Reserve for Replacement			Replace equipment at the end of its service life.
LS 2	Meridian Corridor					
	2002	LS 2 Odor Control System Replacement	Reserve for Replacement	\$ 250,000		Replace failing equipment
		Fence Replacement and Added Trees	Reserve for Replacement	\$ 50,000		Replace fence & improve visual screening at site
	2401	106th Street Parallel Force main (LS 2 to Ditch Road)	Interceptor			Timing is based on when capacity is needed.
LS 3	Northern Heights					
		(no projects)				
LS 5	Spring Mill Streams					
	2701	Interceptor extension & lift station elimination	Interceptor			Combine this project with the LS19 elimination project.
LS 6	Waldon Pond					
	2302	Interceptor extension & lift station elimination	Interceptor			Timing is development driven. Some 99th St residents have requested sewer service recently.
LS 7	Laurelwood Sub					
		Pump replacements	Reserve for Replacement			
LS 8	Laurelwood					
	2202	LS 8 Reconstruction + new force main to 106th St	Operating	\$ 75,000		Wet weather capacity needed. Scope is pending force main troubleshooting and I&I removal
LS 9	Towne Road					
		Pump & control panel replacement	Reserve for Replacement			
LS 10	Michigan Road					
	2203	LS 10 Replace pumps, wet well piping, controls, backup generator	Reserve for Replacement	\$ 50,000		Wet weather capacity needed. Scope is pending force main troubleshooting
LS 11	Boone County					
	1911	Pump and control panel replacement	Reserve for Replacement	\$ 175,000		
	2204	Added generator	Operating			Location has occasional outages with little storage and time for emergency response

2021 Capital Budget

CAPITAL BUDGET LAST UPDATED 12/9/2020

See project fact sheets for more information on individual projects

Year 1

Location	Project No.	Project	Funding Source	2021	Jan	Note
LS 12	Kingsmill					
		(no projects)				
LS 14	Austin Oaks					
	1901	Parallel force main extension	Interceptor			
	2205	LS 14 Generator & control upgrades	Reserve for Replacement			Replace equipment at the end of its service life.
	2101	LEC Interceptor extension	Interceptor	\$ 100,000		Timing is development driven.
LS 16	Zionsville Presbyterian					
	2102	LS 16 Replacement/relocation	Interceptor	\$ 200,000		Timing is development driven.
LS 17	Zion Hills					
	2501	LS 17 Pump & electrical upgrades	Reserve for Replacement			Timing is based on when capacity is needed.
LS 18	Train Express					
		Pump replacements	Reserve for Replacement			Replace pumps at the end of their service life.
LS 19	Village of West Clay					
	2701	Interceptor extension & lift station elimination	Interceptor			Combine this project with the LS5 elimination project.
LS 20	Mayflower Park					
		Pump replacement	Reserve for Replacement			Replace pumps at the end of their service life.
LS 21	High Grove					
	2301	Interceptor extension & lift station elimination	Interceptor			Timing is development driven.
LS 22	North Augusta					
		(no projects)				
LS 23	126th Street					
	2303	LS 23 Pump & electrical upgrades	Reserve for Replacement			Timing is based on when capacity is needed.
LS 24	Parkwood West					
		Pump & control panel replacement	Reserve for Replacement			
LS 25	Towne Oak Estates					
		Pump replacement	Reserve for Replacement			
LS 26	Jacksons Grant					
	2206	LS 26 additional pumps, backup generator & parallel force main extension	Interceptor	\$ 100,000		Timing is based on when capacity is needed in the Spring Mill Interceptor and at LS 26.
General collection system projects						
		Annual Misc. Repairs, Replacements & Line Relocations	Reserve for Replacement	\$ 175,000		Repairs are made as problems are found during televising.
	1908	Brandywine, Crossfields, Larkspur, Oak Tree, North Augusta and Lakewood Gardens Sewer Extension	Interceptor			'19 neighborhood sewer project
	2003	Lakewood Gardens, Williams Creek Farms, Woodhaven and Timber Ridge Sewer Extension	Interceptor		\$ 1,125	'20 neighborhood sewer project
	2103	Long Brook, Bridlewood, and Countrywood Sewer Extension	Interceptor	\$ 300,000		Final neighborhood sewer project anticipated in '21
		Future Sewer Extension Projects	Interceptor			Extend service into unsewered areas
Equipment						
		Vehicles	Operating			Scheduled Replacement of Aging Vehicles
		Laboratory Equipment	Reserve for Replacement			Replacement and Upgrades to Lab equipment

2021 Capital Budget

CAPITAL BUDGET LAST UPDATED 12/9/2020

See project fact sheets for more information on individual projects

Year 1

Project		Funding Source	2021	Jan	Note
Location	No.	Project			
		Future annual equipment and software purchases	Reserve for Replacement		Annual capital purchases needed to maintain operations.
		240, 480 Selectable portable Genset	Reserve for Replacement		Existing Generators are from 1985 & 1992
		Lateral Push Camera	Reserve for Replacement	\$ 11,000	Replace existing camera, heavy use on cross-bores
		Vehicle - F-450 W/Utility Body	Operating	\$ 60,000	Trade-in 2 trucks for a specialty vehicle
		SCADA Switch Upgrades	Reserve for Replacement	\$ 25,000	Replace existing switches with gigabit switches
		Odor Loggers	Reserve for Replacement	\$ 5,000	\$ 5,341 New bluetooth odor loggers
		HACH Laboratory Software	Operating	\$ 40,000	Software to assist operations of the plant and lab
		Air Monitor	Reserve for Replacement	\$ 5,000	Replacement air monitor for safety
		Rack UPS Replacement	Reserve for Replacement	\$ 5,000	\$ 855 Replace the old rack UPS
		Replacement NAS	Reserve for Replacement	\$ 12,000	Replacement NAS (POSM and security videos)
		Redundant Firewall	Reserve for Replacement	\$ 5,000	A back up firewall for redundancy during updates or failures
		New Garage Doors	Reserve for Replacement		Replacement garage doors to replace the 20+ year old doors.
		Asset Management Software	Reserve for Replacement	\$ 50,000	Best in Class asset management software
		inHance Billing System	Operating	\$ 15,000	New billing software
		FirstNET Lift Station Radios	Reserve for Replacement		Replace existing radios with FirstNET radios.
		UV Module	Reserve for Replacement		A spare UV Module for stock.
		Plant Radar Level Sensors	Reserve for Replacement		Units will replace the existing pressure transducers.
		Hand Held Sludge Blanket Sensor	Operating		Two hand held sludge blanket sensors.
		Plant Fiber Optic Cable Mapping	Operating		Map and correctly terminate the plant Fiber.
		Office HV01 Replacement	Reserve for Replacement		Replacement for the DC01, FS01, HiperWeb, UMS servers and
		Plant HV Replacement	Reserve for Replacement		Replacement for the SCADA, POSM & DC03 servers. All are
		UTV/Skid Steer Combo	Reserve for Replacement		This unit will replace both the Skid Steer and UTV; existing
Administration Projects					
		(no projects)			
			Totals	\$ 10,708,000	\$ 1,732,621
			Bond Proceeds	\$ 8,000,000	\$ 672,186
			Operating	\$ 590,000	\$ 101,057
			Reserve for Replacement	\$ 1,168,000	\$ 6,196
			Plant Expansion	\$ -	\$ 626,646
			Interceptor	\$ 950,000	\$ 326,537
			Total	\$ 10,708,000	\$ 1,732,621

TriCo Regional Sewer Utility District Cash & Investments

January 31, 2021

Bank & Purch Date	Account	Amount	Maturity Date	Rate
<u>Citizens State Bank</u>				
	Checking	\$ 213,117		0.10%
	Money Market	\$ 261,442		0.10%
<u>Merchants Bank of Indiana</u>				
	Money Market	\$ 9,971,412		1.00%
	Money Market	\$ 6,894,327		1.00%
<u>Huntington Bank</u>				
	2020 Bonds	\$ -		0.00%
	2020 Bonds MM	\$ 603,665		0.00%
	2020 DSR	\$ 4,995		0.00%
	2020 DSR MM	\$ 1,670,716		0.13%

TOTAL CASH & Investments	\$ 19,619,675
Less: Cash	\$ 19,619,675
NET INVESTMENTS	\$ -



MEMORANDUM

To: Budge & Finance Committee
From: Scot Watkins
Date: February 17, 2021
Subject: Hach WIMS Software

Hach Water Information Management Solution (WIMS) software is a data management, data collection, reporting, alerting, and graphical/statistical tool all in one. Staff averages 1.5-2 hours a day in data collection and data entry. This also includes monthly, quarterly, and annual reports which comes out to a little over 520-man hours/year. The software includes a central, secure database for easy monitoring, analysis, reporting and predictive modeling. Intelligent alerts and modeling tools are accessible to assist in plant operations. EPA and IDEM reports are included as well as audit trails for quality control.

The Board approved the 2021 Capital Budget which included this project for \$40,000 based on a budget estimate; the 2021 proposal came in at \$45,818. The difference in budget to final proposal are:

- 2021 price increase
- Initial data conversion and startup cost was left out.
- Additional reporting forms were added to the software

The WIMS software will enable staff to bring all the data to a central location to get a complete picture of our system and assist in making confident, informed operational decisions. Data will not have to be entered several times to fill the required IDEM and EPA daily, weekly, and monthly reports. The projected payback is approximately three years.



MEMORANDUM

To: Budge & Finance Committee

From: Cindy Sheeks

Date: February 20, 2021

Subject: Harris Systems Computer Software

Due to the ongoing issues with the current billing software provider, including problems with the audit trail function with billing information and disappointing technical support, TriCo staff began to evaluate alternative billing providers in 2018. After exploring three different systems, staff determined the Harris Systems' inHANCE Impresa solution is the best fit for TriCo. Camel Utilities also uses Impresa which may offer additional opportunities to coordinate billing functions and share usage information for current and new customers.

Below is a quick overview of the platform:

Software License: inHANCE Impresa CIS:

- Customer Information Tracking
- Service Location Tracking
- Meter/Device Tracking (will coordinate with Carmel Utilities)
- Utility Billing Administration
- Report Management
- Service Order Management
- Security Management
- Automated Task Scheduler and Reminders
- ACH Interface for Auto Debit
- API for Invoice Cloud Internet Bill Presentment and Payment/Paperless Module – Invoice Cloud is the provider

The time frame for conversion and installation has not yet be finalized, but it is expected to be completed by the end of 2021. The estimated cost is \$74,540 and is included in the 2021 capital budget. Many of the costs are estimated based on expected hours needed. We anticipate lower hours will be needed and the advanced training cost of \$5,440 is optional. The project manager from Harris assigned to TriCo lives in Columbus, Indiana so travel costs will also be lower than projected.