



Clay Township Regional Waste District

www.ctrwd.org Phone (317) 844-9200 Fax (317) 844-9203

BUDGET & FINANCE COMMITTEE MEETING

Friday January 26, 2018 @ 7:30 A.M..
10701 N. College Ave, Suite A, Indianapolis, IN 46280

AGENDA

1. Public Comment
2. IT Update
3. Sewer Extension Financing
4. Well Customer Billing Options
5. Financial Statements and Investments
6. Other Business

Date and Time for Next Meeting: February 23, 2018 @ 7:30 a.m.



Memorandum

To: B&F Committee
From: Scot Watkins, Superintendent
Date: December 18, 2017
Subject: 2017 IT Project Updates

1. Decommissioned Exchange 2010 and migrated email to Office 365
 - a. Removed need to maintain on-premises mail server
 - b. Mail flow no longer effected by Internet connection or server uptime
 - c. Data retained for 1 year per retention requirements
2. Replaced plant and office hardware firewalls
 - a. UTM (Unified Threat Management) – proactive monitoring and alerting of any suspicious IT traffic (intrusion prevention/anti-virus/web filtering)
 - b. Only Internet traffic from within the US is allowed to access externally facing applications
 - c. Logging of all traffic is stored for future review if needed
3. Implemented secure remote access VPN with two-factor authentication
 - a. Significantly reduced the possibility of future brute-force attacks
4. Improved user credential security
 - a. Lockout after 3 attempts; must be unlocked by IT or admin user
 - b. Passwords must be changed every 30 days
 - c. All generic usernames disabled where applicable (copier, administrator, etc.)
5. Segregated web-facing HiperWeb server from network
 - a. Added an additional layer of protection should a web-facing server become compromised

6. Implemented SecureWorks RedCloak Heuristics Software
 - a. Works in addition to hardware firewall and antivirus
 - b. Monitors servers and workstations to identify abnormal behavior – reports to IT 24/7/365
7. Upgraded hardware in plant server and setup secondary domain controller
 - a. Backup DC allows for faster network access at Plant
 - b. SCADA access facilitated through encrypted Remote Desktop Gateway
8. Replaced network switches at office
 - a. Previous switches were significantly outdated
 - b. Improved network access speed to servers
9. Replaced aging fileserver
 - a. Previous file server ran Windows 2008, which is very out of date
 - b. Created a new server running Windows 2012 R2
10. Created HiperWeb Staging/Dev server
 - a. Allows HiperWeb to test upcoming changes before rolling out to production
11. Upgraded internal hard drives in office Hyper-V host
 - a. Increased speed when accessing data on servers
12. Implemented web content filtering at office and plant
 - a. Hardware-level, meaning any devices connected to the network is subject to filtering (regardless of operating system, etc.)
13. Created new database server for UMS
 - a. Upgraded operating system from Windows 2008 to 2016
 - b. Upgraded SQL database version from 2008 to 2014
 - c. Will allow CUSI to install the newest version of UMS
14. Created new server to host GIS (cutover planned early 2018)
 - a. Upgraded operating system from Windows 2008 R2 to 2016
 - b. Will allow newest version of GIS to be installed



MEMORANDUM

To: B&F Committee
From: Andrew Williams
Date: January 18, 2018
Subject: Neighborhood Sewer Costs

The District charges an interceptor fee of \$4,075 per acre when properties desire to connect to the sewer. This fee is established by ordinance and applies to all properties. If a single residence wanted to connect to a sewer that was adjacent to their property, but was not part of a “neighborhood project”, the property owner would pay \$4,075 per acre as well as the EDU and inspection fee. They would then hire a contractor to install the lateral and tap the sewer main.

The fee ordinance does include an exemption for lots and parcels that are part of a District neighborhood sewer extension project in which local sewer charges are assessed by ordinance. Recent ordinances that were handled this way include the Cedar Point and Queens Manor/Estancia Way Ordinances. For these projects, the construction cost was divided by the number of lots that were being served. The interceptor fee was not charged. The property owners also pay the EDU and inspection fees.

The recent Spring Mill Road Interceptor project was unique since the District installed mainline wyes on the interceptor and installed 6” PVC sewer lateral stubs to bring the lateral to a reasonable depth. If the District had not done this, the future connection to the main would have been very disruptive and costly due to the depth of the interceptor. If the wyes and laterals had not been installed, the property owner would have paid the interceptor fee and their own contractor to install the wyes and lateral off the main. Since the District did incur the cost to install the lateral stubs, the Ordinance for these twelve properties included the actual cost of the lateral and the Interceptor fee.

The District received bids this month for the sewer projects in the Autumn Woods, Spring Mill Place, Spring Mill Heights and West 116th Street & Williams Manor neighborhoods. The District could once again take the cost of the projects and divide by the number of lots served to get a per lot cost. The District would pass local sewer charge ordinances for each subdivision. Autumn Woods and Spring Mill Place/Heights would be reasonable to divide the cost since they are platted subdivisions. The parcels in the 116th Street & Williams Creek Manor vary from 0.6 to 10.8 acres. Multiple properties along 116th Street have already paid the interceptor fee to connect to the existing private low pressure line. I would recommend that the District use the existing interceptor fee ordinance to recoup costs for this area.

The District is already charging the interceptor fee to the properties along Spring Mill Road as well. Since the costs to install the low pressure sewer main can be recouped through the existing interceptor fee ordinance, I am recommending the Board consider using this ordinance for all future sewer extension projects. The \$4,075 interceptor fee is already established by ordinance. Based on the acreage to be served, the District would recoup the cost of the sewer construction over time as the properties connect. The interceptor fee

was originally established to provide revenue to pay for the extension of sewer service and it would be appropriate to use the existing ordinance to extend service into existing developments.



Memorandum

To: Budget & Finance Committee
From: Cindy Sheeks
Date: January 22, 2018
Subject: Unmetered Private Well Customers

A District customer, Beverly Hale, asked the Board at the November 9, 2017 meeting to consider a change to how the District charges fees to customers on unmetered private water wells. The current ordinance sets the unmetered residential customer monthly rate at \$31.92 which is the same as a metered residential customer with 7,000 gallons of consumption plus the base charge. Average District rates are closer to 5,000 gallons of water consumption. The current ordinance does not allow for any adjustments to the rate. At a minimum, we would like to be able to make accommodations for customers who request a reduction and have set criteria for the adjustment. Some of the ideas the District has explored for rate reduction are listed below.

- A rate structure based on County records showing number of bathrooms in the home – for example: 1 bath = 4,000 gallons + base, 2 bath = 5,000 gallons + base
- A rate structure based on an application that would reveal the number of people living in the home – for example: 1 person = 4,000 gallons + base, 2 – 4 people = 5,000 + base, 5 – 6 people = 6,000 + base charge
- Allowing a homeowner to install a water meter and provide actual reads
- Setting the well customer rate at the base charge plus 5,000 gallons consumption fee (current rate would lower to \$26.46 resulting in a net decrease of \$5,405.50 in monthly revenue)

One of the issues raised during staff discussions included the likelihood of older plumbing fixtures in homes still on wells. Older fixtures are less efficient than modern fixtures resulting in higher consumption.

Usage on the street where Ms. Hale lives varies.

10903 College Place – Metered – usage 4,000 per month
10908 College Place – Metered – usage 4,000 per month
10909 College Place – Metered – usage 11,000 per month
10910 College Place – Unmetered
10911 College Place – Metered – usage 2,000 per month

10913 College Place – Unmetered
10914 College Place – Metered – usage 2,000 per month
10915 College Place – Metered – usage 1,000 per month
10916 College Place – Unmetered
10917 College Place – Unmetered
10918 College Place – Metered – usage 5,000 per month
10919 College Place – Unmetered

12 customers - 5 are unmetered (42%). The average bills for the other 7 accounts is 4,142 gallons per month but range from 1,000 to 11,000 in usage.

Clay Township Regional Waste District
 Budget & Finance Committee - Analysis of December 2017
 January 22, 2017

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	384,124	360,666	23,458	6.50%	Over Budget
Commercial	187,961	200,750	(12,789)	-6.37%	Under Budget
Other Revenue	21,601	12,417	9,184	73.96%	Over Budget
Other Income	10,794	7,167	3,627	51%	Over budget
Total Revenue	604,480	581,000	23,480	4.04%	Over budget

Residential sales were above projections by 6.5% for a total of \$384,124. Commercial was below projections by 6.37% for a total of \$187,961. Other revenue and income were also above projections.
 December: Total Sales of \$604,481 were \$23,482 (4.04%) above projected revenue of \$580,999.

December Spending Analysis

Wages & benefits in December were \$166,360 or \$4,193 over budget (4.41%).
 Administration spending in December was \$56,618 which is \$1,801 over budget (3.29%).
 Treatment costs in December were \$135,846 which is \$9,254 under budget (6.38%).
 Collection costs were \$45,640 in December which was \$10,140 below budget (28.56%).
 Total Operating expenses in December were \$404,464 which is \$6,881 over budget (1.73%).

<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>
Consulting	20,017	4,167	(15,850)	380.37%	Over Budget-reclass Office Consol from CIP
Computer consultants	11,361	7,500	(3,861)	51.48%	Over Budget-Ryan Osborne
Billing Service	4,390	11,917	7,527	-63.16%	Under budget
Postage	4,883	767	(4,116)	100.00%	Over budget-wrong category-changing in '18
Office Services	9,065	2,750	(6,315)	229.64%	Over Budget - new chairs
Sewage treatment-Carmel	77,534	95,000	17,466	-18.39%	Under budget
Plant R & M	8,989	12,500	3,511	-28.09%	Under budget
Utilities Plant	26,374	20,000	(6,374)	31.87%	Over budget
Line Repairs	8,600	-	(8,600)	0.00%	Over budget
Televising	7,634	-	(7,634)	100.00%	Over Budget
Total Operating Expenses	404,464	397,583	(6,881)	1.73%	Over budget
Net Income (loss)	173,720	142,016	31,704	22.32%	Over projections for December

Expenses were slightly over to budget for December with the year end accruals and CIP transfers to expenses. Revenues were above projections by \$23,482. Commercial revenue is below projections.

Year to Date December Operating Expenses Over Spent in 2017

YTD: Consulting fees were above budget due to a transfer of the Blackline expenses from CIP.
 Computer expenses were \$108,198 above budget due to the Ransomware attack and Ryan Osborne.
 Engineering fees were above budget due to the engineering studies conducted for the service territory.

Cash Generated

Cash generated for December shows a net decrease in all funds by \$246,191 due to capital expenses of \$551,135 in December or 4.68% of the working of the capital budget of \$11,768,909.

Project spending included the 106th St FM Parrallel, the Springmill Interceptor project, and neighborhood sewer projects.

YTD, cash balaces have decreased \$5,617,918 from the December 31, 2016 balances.

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

	Dec-17	Nov-17	+/- from last month
Operating	\$ 564,232	\$ 846,490	\$ (282,258)
Interceptor	\$ 49,381	\$ 56,946	\$ (7,565)
Plant Expansion	\$ 3,636,387	\$ 3,592,755	\$ 43,632
Operating Reserve	\$ 2,192,400	\$ 2,192,400	\$ -
Reserve for Replacement	\$ 331,873	\$ 331,873	\$ -
Total	\$ 6,774,273	\$ 7,020,464	\$ (246,191)

Investments

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

Clay Township Regional Waste District

Income Statement

December 2017

		Actual MTD thru 12/31/2017	Budget MTD thru 12/31/2017	Variance	% Over/ Under	Actual YTD thru 12/31/2017	Budget YTD thru 12/31/2017	Variance	% Over/ Under
Sales									
Residential									
4001-1	Sales - Residential	384,124	360,666	23,458	6.50%	4,491,951	4,328,000	163,951	3.79%
Residential		384,124	360,666	23,458	6.50%	4,491,951	4,328,000	163,951	3.79%
Commercial									
4003-1	Sales - Commercial	187,961	200,750	(12,789)	-6.37%	2,499,185	2,409,000	90,185	3.74%
Commercial		187,961	200,750	(12,789)	-6.37%	2,499,185	2,409,000	90,185	3.74%
Other Revenue									
4005-1	Late Charges	10,102	5,833	4,269	73.19%	94,379	70,000	24,379	34.83%
4007-1	Applications Fees	6,600	4,500	2,100	46.67%	67,301	54,000	13,301	24.63%
4009-1	Plan Reviews, Inspections, Misc. Revenue	4,899	2,083	2,815	135.14%	20,045	25,000	(4,955)	-19.82%
Other Revenue		21,601	12,417	9,185	73.97%	181,724	149,000	32,724	21.96%
Total Sales		593,687	573,833	19,854	3.46%	7,172,859	6,886,000	286,859	4.17%
Other Income									
4501-1	Interest - Investments	3,482	6,833	(3,351)	-49.04%	41,000	82,000	(41,000)	-50.00%
4503-1	Interest - Banking	6,355	0	6,355	100.00%	97,090	0	97,090	100.00%
4507-1	Bank Fees	(20)	(83)	63	-76.00%	(234)	(1,000)	766	-76.60%
4601-1	Interest - by project	264	417	(153)	-36.65%	4,066	5,000	(934)	-18.68%
4701-1	Customer Fees & Reimbursements	0	0	0	0.00%	150	0	150	0.00%
4801-1	Gain/Loss on Asset Disposal	0	0	0	0.00%	789	0	789	0.00%
4901-1	Misc Income/Expense	713	0	713	100.00%	18,460	0	18,460	100.00%
Other Income		10,794	7,167	3,628	50.62%	161,321	86,000	75,321	87.58%
Total Revenue		604,481	580,999	23,482	4.04%	7,334,180	6,972,000	362,180	5.19%
Operating Expenses									
Wages & Benefits									
5001-1	Gross Wages	113,849	114,583	734	0.64%	1,408,270	1,375,000	(33,270)	-2.42%
5003-1	Other Employee Exp	8,838	833	(8,005)	-960.55%	18,715	10,000	(8,715)	-87.15%
5005-1	Retirement Plan - Hoosier START	11,441	11,417	(24)	-0.21%	138,706	137,000	(1,706)	-1.25%
5007-1	Employee Insurance	24,346	27,083	2,738	10.11%	288,222	325,000	36,778	11.32%

		Actual MTD thru 12/31/2017	Budget MTD thru 12/31/2017	Variance	% Over/ Under	Actual YTD thru 12/31/2017	Budget YTD thru 12/31/2017	Variance	% Over/ Under
5009-1	Taxes (Employer FICA)	7,886	8,250	364	4.41%	100,226	99,000	(1,226)	-1.24%
Wages & Benefits		166,360	162,167	(4,193)	-2.59%	1,954,139	1,946,000	(8,139)	-0.42%
Administration									
5101-1	Clay Township Govt Center Operations	2,201	4,167	1,966	47.18%	47,829	50,000	2,171	4.34%
5103-1	Professional Education	270	1,000	730	73.00%	13,140	23,000	9,860	42.87%
5105-1	Boardmember Fees	1,600	1,583	(17)	-1.05%	18,231	19,000	769	4.05%
5107-1	Board Expense	249	167	(82)	-49.45%	1,205	2,000	795	39.76%
5109-1	Consulting	20,017	4,167	(15,850)	-380.40%	61,126	50,000	(11,126)	-22.25%
5111-1	Computer Expenses/Consultants	11,361	7,500	(3,861)	-51.48%	198,198	90,000	(108,198)	-120.22%
5113-1	Insurance	8,058	8,333	276	3.31%	98,546	100,000	1,454	1.45%
5115-1	Accounting Fees	0	1,250	1,250	100.00%	84	15,000	14,916	99.44%
5117-1	Legal Fees	3,044	4,167	1,123	26.95%	36,091	50,000	13,909	27.82%
5119-1	Engineering Fees	0	3,333	3,333	100.00%	54,018	40,000	(14,018)	-35.04%
5125-1	Professional Affiliations	108	200	92	46.00%	5,927	4,500	(1,427)	-31.70%
5127-1	Travel & Mileage	32	600	568	94.65%	7,898	7,200	(698)	-9.69%
5129-1	Collection	(4,964)	0	4,964	100.00%	(4,117)	0	4,117	100.00%
5131-1	Billing Service Contracts	4,390	11,917	7,527	63.16%	94,185	143,000	48,815	34.14%
5133-1	Bad Debt Expense	0	0	0	0.00%	107	0	(107)	0.00%
5135-1	Office Expense	3,167	917	(2,250)	-245.49%	11,583	11,000	(583)	-5.30%
5137-1	Postage Expense	4,883	767	(4,117)	-536.94%	34,805	9,200	(25,605)	-278.31%
5139-1	Office Services	1,922	2,750	828	30.10%	35,186	33,000	(2,186)	-6.62%
5141-1	Customer Outreach & Education	280	2,000	1,720	86.00%	9,882	23,000	13,118	57.03%
Administration		56,618	54,817	(1,801)	-3.29%	723,923	669,900	(54,023)	-8.06%
Treatment									
5201-1	Sewage Treatment - Carmel WWTP	77,534	95,000	17,466	18.39%	1,027,132	1,130,000	102,868	9.10%
5203-1	Sewer Sampling & Lab	6,819	2,000	(4,819)	-240.94%	40,233	35,000	(5,233)	-14.95%
5205-1	Biosolids Disposal	9,655	9,000	(655)	-7.27%	148,002	140,000	(8,002)	-5.72%
5207-1	Plant R & M	8,989	12,500	3,511	28.09%	160,411	150,000	(10,411)	-6.94%
5209-1	Utilities - Plant	26,374	20,000	(6,374)	-31.87%	268,184	225,000	(43,184)	-19.19%
5211-1	Operating Supplies - Plant	3,885	5,000	1,115	22.31%	15,591	30,000	14,409	48.03%
5213-1	Safety Materials & Training	2,591	1,600	(991)	-61.95%	14,626	20,000	5,374	26.87%
5215-1	Permits	0	0	0	0.00%	10,395	12,000	1,605	13.38%
Treatment		135,846	145,100	9,254	6.38%	1,684,573	1,742,000	57,427	3.30%
Collection System									
5301-1	Lift Station R & M	6,617	12,000	5,383	44.86%	90,733	145,000	54,267	37.43%
5302-1	Lift Station Repair - Michigan Rd	646	0	(646)	100.00%	1,809	0	(1,809)	100.00%
5303-1	Line Maintenance	1,125	1,000	(125)	-12.51%	26,300	65,000	38,700	59.54%
5305-1	Line Repair	8,600	0	(8,600)	100.00%	42,658	50,000	7,342	100.00%
5307-1	Equipment Repair	1,691	1,000	(691)	-69.12%	18,956	20,000	1,044	5.22%
5313-1	Vehicle R & M	157	2,000	1,843	92.16%	9,409	25,000	15,591	62.36%

		Actual MTD thru 12/31/2017	Budget MTD thru 12/31/2017	Variance	% Over/ Under	Actual YTD thru 12/31/2017	Budget YTD thru 12/31/2017	Variance	% Over/ Under
5315-1	Fuel	4,203	1,500	(2,703)	-180.19%	20,620	25,000	4,380	17.52%
5317-1	Utilities - Lift Stations	13,916	16,000	2,084	13.02%	172,299	200,000	27,701	13.85%
5319-1	Operating Supplies - Collection System	48	0	(48)	100.00%	70,457	40,000	(30,457)	100.00%
5321-1	Manhole R&M	0	1,000	1,000	100.00%	63,615	50,000	(13,615)	-27.23%
5322-1	Televising	7,634	0	(7,634)	100.00%	23,074	45,000	21,926	100.00%
5323-1	Uniforms & Shop Towels	1,003	1,000	(3)	-0.34%	7,993	12,000	4,007	33.39%
	Collection System	45,640	35,500	(10,140)	-28.56%	547,924	677,000	129,076	19.07%
	Total Operating Expenses	404,464	397,583	(6,881)	-1.73%	4,910,559	5,034,900	124,341	2.47%
	Depreciation								
5901-1	Depreciation	307,318	309,900	2,582	0.83%	3,687,973	3,717,800	29,827	0.80%
	Depreciation	307,318	309,900	2,582	0.83%	3,687,973	3,717,800	29,827	0.80%
	Amortization								
5911-1	Amortization of CIAC	(281,022)	(268,500)	12,522	-4.66%	(3,372,264)	(3,222,000)	150,264	-4.66%
	Amortization	(281,022)	(268,500)	12,522	-4.66%	(3,372,264)	(3,222,000)	150,264	-4.66%
	Total Expenses	430,761	438,983	8,223	1.87%	5,226,269	5,530,700	304,431	5.50%
	NET SURPLUS/(DEFICIT)	173,720	142,016	31,704	22.32%	2,107,911	1,441,300	666,611	46.25%

Clay Township Regional Waste District
Balance Sheet
December 31, 2017

	<u>Actual as of</u> <u>12/31/2017</u>	<u>Actual as of</u> <u>12/31/2016</u>	<u>% of Prior</u> <u>Year</u>
ASSETS			
Utility Plant	115,818,948	108,322,080	107 %
Current Assets			
Cash & Investments			
Cash & Investments - Operating Fund	564,232	4,307,001	13 %
Cash & Investments - Operating Reserve	2,192,400	2,192,400	100 %
Cash & Investments - Reserve for Replacement	331,873	639,212	52 %
Cash & Investments - Interceptor Fund	49,381	2,322,331	2 %
Cash & Investments - Plant Expansion Fund	3,636,387	2,931,246	124 %
Total Cash & Investments	<u>6,774,273</u>	<u>12,392,191</u>	55 %
Accounts Receivable	700,810	564,202	124 %
Liens Receivable	7,693	27,294	28 %
Invoiced Receivables	231,243	222,469	104 %
Notes & Interest Receivable	51,505	71,331	72 %
Investment Interest Receivable	101,096	60,096	168 %
Other Current Assets	279,684	232,661	120 %
Current Assets	<u>8,146,304</u>	<u>13,570,246</u>	60 %
TOTAL ASSETS	<u><u>123,965,252</u></u>	<u><u>121,892,326</u></u>	102 %
TOTAL LIABILITIES & EQUITY			
LIABILITIES			
Current Liabilities			
Invoiced Payables	58,547	89,239	66 %
Accounts Payable	0	366,675	0 %
Accrued Paid Leave	87,263	79,443	110 %
Other Current Liabilities	120,857	98,289	123 %
Total Current Liabilities	<u>266,666</u>	<u>633,647</u>	42 %
TOTAL LIABILITIES	<u>266,666</u>	<u>633,647</u>	42 %
EQUITY			
Retained Earnings	23,944,942	21,837,031	110 %
Construction in Aid	99,753,643	99,421,648	100 %
TOTAL EQUITY	<u>123,698,586</u>	<u>121,258,679</u>	102 %
Total	<u><u>123,965,252</u></u>	<u><u>121,892,326</u></u>	102 %

2017 Capital Budget

1/22/2018

Board Approved 11/14/2016

adjustments to include carryovers from 2016

Funding

Location	Project No.	Project	Source	2017 Budget	December	YTD Spending	Comment/justification
WWTP	Michigan Road Wastewater Treatment Plant						
	1505	Headworks odor control upgrades(2.1M)	Operating Fund	\$ 1,628,871		1,501,980	ongoing performance issues with existing equipment
	1701	Post Treatment Improvements	Plant Expansion Fund	\$ 300,000		45,303	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		9,525	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		-	New covers for the ends of the VLR rotor shafts.
	1605	Office Consolidation	Operating Fund	\$ 1,500,000		10,760	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		10,800	Typical annual expenditures
	1511	Drying bed rehab, chemical loading area, SHT5 piping modifications, new NPW hydrant at drying beds	Operating Fund	\$ 7,703		-	install yard hydrant for cleaning and rebuild block retaining wall
		SCADA software upgrades	Operating Fund	\$ 93,400		66,685	Upgrade software
LS 1	Carmel Creek						
	1506	Basin 1 I&I Removal	Operating Fund	\$ 75,000		2,500	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		9,312	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				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	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		1,750,861	Increase capacity - LS 2 & 8 to MRWWTP
			Operating Fund	\$ 3,250,000	541,425	3,802,594	Increase capacity - LS 2 & 8 to MRWWTP
	1602	Springmill parallel interceptor	Interceptor Fund	\$ 1,000,000	7,565	1,119,544	Relief for existing Springmill Interceptor, service unsewered & undeveloped parcels.
	1604	Queens Manor/Estancia	Operating Fund	\$ 190,000		196,217	Neighborhood sewer project.
LS 3	Northern Heights						
		(no projects)				-	
LS 4	Springmill Ridge						
	1801	Interceptor extension & lift station elimination	Interceptor Fund	\$ 100,000		12,750	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	Neighborhood sewer project.
	1606	Basin 8 I&I removal	Operating Fund	\$ 100,000	-	7,008	Manhole rehab & raising, line repairs
LS 9	Towne Road						
LS 16	Zionsville Presbyterian						

2017 Capital Budget

1/22/2018

Board Approved 11/14/2016

adjustments to include carryovers from 2016

Funding

Location	Project No.	Project	Source	2017 Budget	December	YTD Spending	Comment/justification
	1507	Replacement/relocation	Operating Fund	\$ 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	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	Safety issue, current configuration allows middle door on hatch to fall. Evaluation of options is underway.
LS 20	Mayflower Park					-	
LS 24	Parkwood West					-	
		Replace or retrofit control panel doors to add handles.	Operating Fund	\$ 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		-	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		41,014	Due to age of valves, replacement may be required.
		Annual Misc. Repairs, Replacements & Line Relocations	Reserve for Replacement Fund	\$ 150,000		122,290	Repairs are made as problems are found during televising.
	1707	Neighborhood Sewer Projects	Operating Fund	\$ 100,000	2,145	42,799	Typically one neighborhood project a year.
		Standardize all lift station PLC operation. Crack Sealing at LS.	Operating Fund	\$ 15,000		-	Standardize all duplex lift station control, transducer primary control with float back-up.
Equipment						-	
		Vehicles	Operating Fund	\$ 30,000		28,993	Scheduled Replacement of Vehicles
		Laboratory Equipment	Operating Fund			-	Replacement and Upgrades to Lab equipment
		Laboratory Equipment	Reserve for Replacement Fund	\$ 10,000		-	A new CBOD incubator
		OdorLogs	Reserve for Replacement Fund	\$ 10,000		4,310	New OdorLogs for monitoring the progress in the odor
		Washer/Dryer	Operating Fund	\$ 3,000		2,399	Used for the washing of uniforms
		Mower Replacement	Operating Fund	\$ 10,000		8,149	Replacement of existing mower
	Pd 1/17	Godwin 6" portable pump	Operating Fund	\$ 37,000		34,380	For use during emergency bypass pumping operations
		Enclosed safety trailer	Operating Fund	\$ 4,000		4,599	Replace open trailer to provide safety / emergency equipment to readily available.
		Cleaning nozzles for Aquatech	Operating Fund	\$ 8,000		5,760	Specialty nozzles will improve the cleaning process.
		Vega radar level control units	Operating Fund	\$ 8,000		2,656	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		7,993	Last maintenance on lift station asphalt, 2011. routine maintenance.
	PO Feb 2017	Outfit Collections vehicles with 2-Way radios.	Operating Fund	\$ 5,000		6,651	Emergency management plan, daily productivity.

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Funding

Location	Project No.	Project	Source	2017 Budget	December	YTD Spending	Comment/justification
Administration Projects						-	
		Copier	Operating Fund			-	Replacement of copier
			Totals	\$ 11,768,909	551,135	9,142,681	
					4.68%	77.69%	

Clay Township Regional Waste District Cash & Investments

December 31, 2017

Bank & Purch Date	Account	Amount	Maturity Date	Rate	Fund
<u>Citizens State Bank</u>					
	Checking	\$ 583,096		0.08%	Plt Expan, Oper, Interceptor, Repl
	Money Market	\$ 34,099		0.50%	Oper Res
<u>Merchants Bank of Indiana</u>					
	Money Market	\$ 1,170,933		2.00%	Plant Expansion
	Money Market	\$ 3,749,211		1.50%	Plt Expan, Oper, Oper Res, Res of Repl
<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		\$ 7,537,339		1.61%	Interest rate - Total
Less: Cash		\$ 5,537,339		1.45%	Interest rate - Cash
NET INVESTMENTS		\$ 2,000,000		2.05%	Interest rate - Investments

Clay Township Regional Waste District
Cash Generated
December 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	846,490	56,946	3,592,755	2,192,400	331,873	(0)	7,020,464 0
Receipts:							
Deposits	630,343	0	43,632	0	0	0	673,975
Interest	6,355					0	6,355
Transfers	0					0	0
Total Receipts	<u>636,698</u>	<u>0</u>	<u>43,632</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>680,330</u>
Disbursements:							
Checks	297,851					0	297,851
Carmel Utilities	77,534					0	77,534
Plant Outflow 1701						0	0
Plant Odor Control-1505						0	0
LS Pump Replacement-1502						0	0
LS 17 Odor Control-1504						0	0
96th/Sprngmill Repairs							
LS 4 Elim - 1801							
106th St Parallel FM-1601	541,425	0				0	541,425
Office Consolidation						0	0
Cedar Point/Queens Manor/Neighborh	2,145						14,678
Springmill Interceptor-1602	0	7,565				0	7,565
Transfers						0	0
Total Disbursements	<u>918,955</u>	<u>7,565</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>939,053</u>
Net Increase/(Decrease)	(282,258)	(7,565)	43,632	0	0	0	(246,191)
Ending Balance	564,232	49,381	3,636,387	2,192,400	331,873	(0)	6,774,273

Clay Township Regional Waste District
Cash Generated
YTD December 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	7,400,183	617,128	750,443	0	0	0	8,767,755
Interest	97,076	0	0	0	0	0	97,076
Transfers	0	0	0	0	0	0	0
Total Receipts	<u>7,497,259</u>	<u>617,128</u>	<u>750,443</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,864,830</u>
Disbursements:							
Checks	4,631,230	6,923	0	0	120,722	0	4,758,875
Carmel Utilities	1,027,132	0	0	0	0	0	1,027,132
Plant Outflow 1701	0	0	45,303	0	0	0	45,303
Plant Odor Control-1505	1,497,197	0	0	0	0	0	1,497,197
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/Sprngmill Repairs	1,237	0	0	0	88,892	0	90,129
LS 4 Elim - 1801	0	12,750	0	0	0	0	12,750
106th St Parallel FM-1601	3,649,033	1,751,352	0	0	0	0	5,400,384
Office Consolidation	10,760	0	0	0	0	0	10,760
Cedar Point/Queens Manor	285,287	0	0	0	0	0	285,287
Springmill Interceptor-1602	0	1,119,053	0	0	0	0	1,119,053
Transfers	0	0	0	0	0	0	0
Total Disbursements	<u>11,240,227</u>	<u>2,890,078</u>	<u>45,303</u>	<u>0</u>	<u>307,339</u>	<u>0</u>	<u>14,482,947</u>
Net Increase/(Decrease)	(3,742,968)	(2,272,950)	705,141	0	(307,339)	0	(5,618,117)
Petty Cash	200						
Ending Balance	564,232.82	49,381	3,636,387	2,192,400	331,873	(0)	6,774,274