



Board Resolution No. 2019-03-24
March 28, 2019

**APPROVING FISCAL YEAR 2019-2020 ADMINISTRATIVE BUDGET,
CAPITAL PROJECTS, ADMINISTRATIVE ALLOCATIONS
AND AUDIT COMMITTEE BUDGET**

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed the Fiscal Year 2019-2020 Administrative Budget detailed by the attached Appendix A, and

Whereas, upon recommendation by staff, it is determined that certain capital projects are necessary as set forth on the capital projects schedule as Appendix B, and

Whereas, it is necessary for the Development Authority of the North Country to restrict certain funds, as detailed by the attached Appendix C, and to, upon request, receive legislative initiatives to administer, and

Whereas, the Development Authority of the North Country allocates gross administrative charges to operating companies as detailed by the attached Appendix D, and

Whereas, the Audit Committee retains Certified Public Accountants to perform audits of the financial statements and internal controls and requires a budget for such services as follows:

Financial Audit	\$36,750
Miscellaneous Accounting Services	<u>\$ 5,000</u>
	\$41,750

Now, upon the recommendation of the Finance Committee, therefore be it

RESOLVED, by the Development Authority of the North Country that:

- 1. The Fiscal Year 2019-2020 Administrative Budget and line items contained therein, as proposed and set forth in Appendix A, is hereby approved and adopted.**
- 2. The Administrative capital projects for the Fiscal Year 2019-2020, as set forth in Appendix B, are hereby approved and the Executive Director is hereby authorized and directed to undertake and pay for such projects, including contracting, therefore, on such terms and conditions as he shall determine. Further, capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2019-2020.**

3. **The Schedule of Restricted / Board Designated Reserves, as proposed and set forth in Appendix C, is hereby approved and adopted. Further, to enhance the Authority's ability to manage such reserves, the Authority to create and manage reserves is hereby delegated to the Executive Director who shall report such actions to the Finance Committee on a timely basis.**
4. **The Fiscal Year 2019-2020 Administrative Allocations as proposed and set forth in Appendix D are hereby approved and adopted.**
5. **The Audit Committee Budget, as proposed and set forth, is hereby approved and adopted.**
6. **The Executive Director is authorized to receive legislative initiatives on behalf of the Authority and to execute grant agreements and related documents with grant recipients as appropriate.**

**Administration
BUDGET FYE 2020
APPENDIX A**

Account Description		FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
Grant Revenue					
4183	NY State Grants	\$0.00	\$10,000.00	\$2,375.00	\$10,000.00
	Total Grant Revenue	0.00	10,000.00	2,375.00	10,000.00
Other Income					
4164	Miscellaneous	145,898.80	174,750.00	125,424.18	172,900.00
	Total Other Income	145,898.80	174,750.00	125,424.18	172,900.00
4201	Gain on Sale of Assets	23,100.00	28,000.00	48,163.68	28,000.00
Interest Income					
4102	Investment Interest Income	215,924.56	216,100.00	229,594.80	313,200.00
420...	Mark to Market Adjustment	(76,561.41)	0.00	14,897.29	0.00
	Total Interest Income	139,363.15	216,100.00	244,492.09	313,200.00
	Total Income	308,361.95	428,850.00	420,454.95	524,100.00
Salaries					
500...	Administrative Wages	49,912.79	875,539.00	645,626.19	1,116,610.00
5002	Overtime Wages	149.00	0.00	509.71	0.00
	Total Salaries	50,061.79	875,539.00	646,135.90	1,116,610.00
Fringe Benefits					
503...	FICA Expense	3,399.65	66,979.00	41,995.03	85,421.00
503...	Pension Expense	9,899.49	130,296.00	92,054.17	156,928.00
503...	Health Insurance	600.00	76,172.00	51,193.85	115,730.00
504...	Retiree Health Insurance	47,399.91	55,840.00	31,398.65	56,380.00
503...	Workers Comp	122.23	1,980.00	1,386.70	2,094.00
503...	Disability Insurance	8.49	836.00	627.03	965.00
5036	Unemployment	0.00	10,000.00	0.00	10,000.00
504...	Post Retire Overhead	2,136.46	59,671.00	43,171.50	76,231.00
5051	Benefit Admin. Fees	8,378.68	9,300.00	6,311.12	10,000.00
5054	Employee Physicals & Screening	304.25	875.00	22.00	875.00
	Total Fringe Benefits	72,249.16	411,949.00	268,160.05	514,624.00
Operations & Maintenance					
5134	Maintenance Contracts	3,087.51	3,580.00	1,689.06	3,692.00
5403	Safety Equipment & Supplies	5,029.88	10,000.00	6,642.65	7,500.00
6106	Annual Report	0.00	7,000.00	0.00	5,000.00
	Total O & M	8,117.39	20,580.00	8,331.71	16,192.00
Office & Administrative					
5053	Misc Employee Costs	5,495.00	8,470.00	1,356.92	5,670.00
5102	Office Rent	55,653.05	68,455.00	46,462.50	64,000.00
5104	Office Supplies	8,919.93	10,000.00	3,583.30	10,000.00
5110	Postage & Shipping	5,167.06	6,000.00	4,915.98	6,000.00
5112	Telephone	2,735.65	2,880.00	2,326.00	3,240.00
5114	Cellular Services	1,826.81	2,000.00	1,720.00	4,000.00
5118	Other Communications	7,315.09	10,000.00	5,894.08	10,000.00
5120	Dues & Subscriptions	4,049.20	6,750.00	2,669.00	5,000.00
5122	Public Info & Advertising	493.74	2,000.00	1,056.47	1,500.00
5123	Promotional Materials	4,951.54	10,000.00	0.00	6,000.00
5130	Office Equipment	12,151.64	2,500.00	0.00	2,500.00
5170	Other Office Expenses	3,531.69	1,600.00	420.00	1,600.00
5173	Credit Card Processing Fees	0.00	1,200.00	611.53	1,200.00
5202	Employee Mileage Reimbursement	4,902.73	6,000.00	2,598.35	6,000.00
5204	Empl. Meals & Incidental	1,259.51	2,000.00	323.31	2,150.00
5206	Empl. Lodging	2,646.91	2,700.00	1,173.00	2,700.00
5270	Travel & Meeting Expense	2,508.72	2,850.00	924.44	2,850.00
5370	Training & Development	7,201.00	17,785.00	6,392.50	13,000.00

**Administration
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		FYE 3/31/2018 <u>Actual</u>	FYE 3/31/2019 <u>Amended Budget</u>	Actual 12/31/2018	FYE 3/31/2020 <u>Budget</u>
5402	Employee Uniforms	822.00	1,125.00	44.00	1,350.00
5508	Cleaning Services	3,810.00	5,000.00	2,380.00	5,000.00
6102	Board Member Travel & Expenses	641.18	2,750.00	618.64	1,750.00
6104	Sponsorships	3,284.00	6,000.00	1,580.00	6,000.00
	Total Office & Admin	139,366.45	178,065.00	87,050.02	161,510.00
	Professional Fees				
5924	Legal	16,995.39	40,000.00	28,564.06	30,000.00
5926	Investment Banking Fees	7,116.89	7,900.00	5,676.98	8,900.00
592...	Accounting Fees	38,500.00	41,000.00	27,000.00	41,700.00
5970	Consulting	10,281.00	20,000.00	0.00	10,000.00
	Total Professional Fees	72,893.28	108,900.00	61,241.04	90,600.00
	Automobile				
5601	Auto/Light Truck Rep. & Maint.	277.38	1,000.00	425.10	1,000.00
5602	Auto/Light Truck Fuel	286.74	1,500.00	215.66	1,500.00
	Total Automobile	564.12	2,500.00	640.76	2,500.00
	Computer				
5124	Computer Equipment	10,832.00	24,800.00	5,967.80	25,640.00
5126	Computer Maintenance	31,249.38	8,500.00	1,582.50	13,000.00
5128	Programming & Software	47,305.65	104,232.00	80,862.58	126,506.00
5129	ECMS Expense	16,585.00	24,000.00	18,112.55	18,656.00
6108	Web Page Design & Maintenance	10,059.88	2,630.00	0.00	2,690.00
	Total Computer	116,031.91	164,162.00	106,525.43	186,492.00
6114	Insurance	18,274.17	18,000.00	13,500.00	17,800.00
619...	Admin Allocation	(416,091.92)	(1,746,149.00)	(1,158,986.68)	(1,995,799.00)
7032	Depreciation	216,299.05	241,500.00	166,146.48	255,800.00
6901	Contingency	0.00	15,800.00	0.00	25,000.00
	Total Expenses	277,765.40	290,846.00	198,744.71	391,329.00
	Change in Net Position	30,596.55	138,004.00	221,710.24	132,771.00

**Administration
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
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STATEMENT OF CASH FLOW FROM OPERATIONS

(This presentation of Cash Flow does not take into account changes in accruals)

CHANGE IN NET ASSETS				132,771.00
PLUS DEPRECIATION & AMORTIZATION				255,800.00
LESS PRINCIPAL PAYMENTS				(50,000.00)
CASH FLOW				<u>338,571.00</u>

**APPENDIX B
ADMINISTRATIVE CAPITAL PROJECTS**

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024	
	Fleet Vehicles	O		\$ 166,200	\$ 124,000	\$ 158,300	\$ 163,200	\$ 124,000	
	Server Replacements	O		\$ 34,000	\$ 18,000	\$ -	\$ -	\$ 40,000	
	Voice Upgrade	O		\$ -	\$ -	\$ 50,000	\$ -	\$ -	
TOTAL ADMINISTRATIVE				\$ -	\$ 200,200	\$ 142,000	\$ 208,300	\$ 163,200	\$ 164,000

Fund Description

- O Operating Investments
- AR Administrative Reserve

APPENDIX C
Development Authority of the North Country
Restricted/ Board Designated Reserves
Fiscal Year Ending March 31, 2019

The Development Authority of the North Country recognizes the following restricted reserves as detailed below,

Restricted Fund Balance:	Balance 3/31/2018	Estimated Balance 3/31/2019
Community Rental Housing Program	\$ 13,943,903	\$ 14,139,475
Community Development Loan Fund	\$ 100,000	\$ 6,747,717
Housing Loan Revolving Fund	\$ 22,213,802	\$ 22,531,479
Army Water & Sewer	\$ 1,800,000	\$ 1,800,000
Regional Waterline	\$ 433,926	\$ 433,926
SWMF Replacement Reserve	\$ 6,603,974	\$ 7,406,068
Telecom Repair & Replacement Reserve	\$ 9,691,549	\$ 9,868,834
Wetlands Mitigation Reserve	\$ 2,090,538	\$ 2,124,849
	<u>\$ 56,877,692</u>	<u>\$ 65,052,348</u>

Further, it is necessary for the Development Authority of the North Country to designate a portion of its fund balance for the purposes detailed below,

Board Designated Reserves:	Balance 3/31/2018	Estimated Balance 3/31/2019
Supplemental Insurance Reserve	\$ 7,000,000	\$ 7,000,000
Infrastructure Development	\$ 223,107	\$ 223,107
Solid Waste Capital Reserve	\$ 17,353,412	\$ 17,134,639
Community Development Loan Fund	\$ 11,233,781	\$ -
Economic Development Loan Fund	\$ -	\$ 5,633,214
Tip Fee Stabilization Reserve	\$ 3,541,717	\$ 4,126,868
Landfill Gas Reserve	\$ 2,050,090	\$ 1,067,202
Carbon Credit Reserve	\$ 503,392	\$ -
Affordable Housing Program	\$ 3,000,000	\$ 3,000,000
Administrative Reserves	\$ 4,000,000	\$ 4,000,000
	<u>\$ 48,905,499</u>	<u>\$ 42,185,030</u>

APPENDIX D
Administrative Allocations
Budget - FYE March 31, 2020

	Budgeted 2019		Budgeted 2020		Increase or Decrease
Administrative Costs:					
Salaries & Fringes	\$ 1,227,724	\$	1,570,031	\$	342,307
Administrative Overhead	\$ 534,677	\$	534,969	\$	292
Total Administrative Costs	\$ 1,762,401	\$	2,105,000	\$	342,599

	Budgeted 2019		Budgeted 2020		Increase or Decrease
Administrative Allocation:					
Army Sewer	\$ 244,112	\$	286,033	\$	41,921
Army Water	\$ 181,425	\$	119,183	\$	(62,242)
Regional Water	\$ 11,648	\$	16,492	\$	4,844
Water Quality Contracts	\$ 27,726	\$	35,970	\$	8,244
Engineering	\$ 42,869	\$	51,513	\$	8,644
Solid Waste	\$ 635,598	\$	769,515	\$	133,917
Telecommunications	\$ 470,544	\$	570,964	\$	100,420
Regional Development Contracts	\$ 44,620	\$	46,522	\$	1,902
Affordable Housing Program	\$ 52,060	\$	56,781	\$	4,721
Community Development Loan Fund	\$ 45,316	\$	5,000	\$	(40,316)
Authority Economic Development Fund	\$ -	\$	46,340	\$	46,340
Community Rental Housing Program	\$ 6,483	\$	7,539	\$	1,056
Internal Subsidy	\$ -	\$	93,149	\$	93,149
Total	\$ 1,762,401	\$	2,105,000	\$	342,599



Board Resolution No. 2019-03-26

March 28, 2019

APPROVING FISCAL YEAR 2019-2020 MATERIALS MANAGEMENT DIVISION OPERATING BUDGET, CAPITAL PROJECTS, RESERVE REQUIREMENTS, AND TIPPING FEES

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed the proposed Fiscal Year 2019-2020 Materials Management Budget based on anticipated waste volumes, said proposed Budget being attached to this resolution as Appendix A, and

Whereas, upon recommendation by staff and consulting engineers, it is determined that certain capital projects are necessary, as set forth on the capital projects' schedule attached as Appendix B, and

Whereas, it is necessary to establish reserve requirements, tipping fees and related understandings for Fiscal Year 2019-2020 in support of said Budget.

Now, upon the recommendation of the Finance Committee, therefore be it

RESOLVED, by the Development Authority of the North Country that:

- 1. The Fiscal Year 2019-2020 Materials Management Budget and line items contained therein, as proposed and set forth in Appendix A, are hereby approved and adopted.**
- 2. The Materials Management capital projects for the Fiscal Year 2019-2020, as set forth in Appendix B, are hereby approved, with the stated cost thereof to be charged against indicated reserves, and the Executive Director is hereby authorized and directed to undertake and pay for such projects, including contracting therefore on such terms and conditions as he shall determine. Further, capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2019-2020.**
- 3. Based upon receipt at the Facility of anticipated waste volumes, the tipping fee for the Fiscal Year 2019-2020 shall be \$46.00 per ton for municipal solid waste, construction and demolition waste, and ash; \$36.00 per ton for non-beneficial use sludge, industrial waste and sewage sludge; \$18.00 per ton for non-hazardous petroleum contaminated soil; \$17.50 per ton for beneficial use sludge; \$200 per ton for friable asbestos (one ton minimum); \$80.00 per ton for friable asbestos-contaminated construction debris. The Authority shall offer a \$2.00 per ton discount on municipal solid waste (MSW) and construction and demolition waste (C&D) to haulers entering a contract with the Authority.**

4. The Community Improvement Program shall be extended for Fiscal Year 2019-2020 at \$31.50 per ton for up to 15,000 tons of demolition waste. The Residential Cleanup Program shall be extended for Fiscal Year 2019-2020 at \$36.00 per ton for up to 2,500 tons. Reserve requirements for such year (included in the tipping fees) shall be, per ton:

Replacement	\$2.25	Capital	\$2.00
Closure	\$2.00	Landfill Gas	\$2.00

Pursuant to the Host Community Agreement with the Town of Rodman, estimated host community benefit fees and gas to energy revenue sharing, totaling \$823,373.00 will be paid for the Fiscal Year 2019-2020.

5. To enhance the Authority's ability to respond promptly to changing conditions in the competitive solid waste disposal market, the authority to establish tipping fees, special condition fees, manage reserves, establish host community agreements and negotiate multi-year hauler contracts is hereby delegated to the Executive Director who shall report such actions to the Facilities Committee in a timely manner.

**Materials Management
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
Customer Billings					
4001	Customer Billings	\$5,791,875.97	\$6,256,254.00	\$5,058,822.34	\$7,331,188.00
4006	Replacement Reserve Tip Income	892,316.96	918,980.00	912,993.68	537,188.00
4008	Closure Reserve Tip Income	446,158.48	459,490.00	456,496.84	477,500.00
4010	Tip Fee Stabilization Tip Income	446,158.48	459,490.00	456,496.84	0.00
4012	Capital Reserve Tip Income	1,059,626.40	689,235.00	684,745.26	477,500.00
4013	Landfill Gas Tip Income	446,158.48	459,490.00	456,496.84	477,500.00
	Total Customer Billings	9,082,294.77	9,242,939.00	8,026,051.80	9,300,876.00
Grant Revenue					
4183	NY State Grants	295,747.13	96,000.00	44,905.49	120,000.00
	Total Grant Revenue	295,747.13	96,000.00	44,905.49	120,000.00
Other Income					
4164	Miscellaneous	18,552.30	12,500.00	15,486.16	15,000.00
4166	LFGTE Revenue	758,258.16	740,000.00	496,847.44	582,330.00
	Total Other Income	776,810.46	752,500.00	512,333.60	597,330.00
4201	Gain on Sale of Assets	6,100.00	15,000.00	26,500.00	15,000.00
Interest Income					
410...	Trustee Interest	257,996.41	247,845.00	215,072.04	147,140.00
4108	Reserve Interest	90,148.45	101,479.00	85,158.43	116,222.00
4116	Replace Reserve Interest Income	82,315.65	96,443.00	84,143.39	124,514.00
4118	Closure Reserve Interest Income	140,666.78	166,649.00	127,183.71	188,360.00
4119	Post Close Interest Income	139,638.84	125,717.00	115,283.01	142,096.00
4120	Wetlands Mitigation Interest Income	32,406.29	32,803.00	27,504.44	41,092.00
420...	Mark to Market Adjustment	(225,216.60)	0.00	120,740.84	0.00
	Total Interest Income	517,955.82	770,936.00	775,085.86	759,424.00
	Total Income	10,678,908.18	10,877,375.00	9,384,876.75	10,792,630.00
Salaries					
500...	Administrative Wages	299,822.14	0.00	0.00	0.00
500...	Engineering Wages	91,539.52	171,225.00	77,308.45	101,488.00
500...	Technology Wages	31,558.30	57,846.00	23,753.52	0.00
500...	MMF Wages	1,209,042.60	1,396,188.00	939,279.88	1,495,022.00
5002	Overtime Wages	31,121.45	34,414.00	19,193.53	35,438.00
5005	On-Call Stipend	7,950.00	7,800.00	5,550.00	7,800.00
	Total Salaries	1,671,034.01	1,667,473.00	1,065,085.38	1,639,748.00
Fringe Benefits					
503...	FICA Expense	118,970.82	127,561.00	74,493.16	125,397.00
503...	Pension Expense	310,668.11	234,175.00	143,863.61	230,211.00
503...	Health Insurance	185,144.36	223,654.00	145,287.68	248,331.00
503...	Workers Comp	83,532.21	107,391.00	61,853.83	113,726.00
503...	Disability Insurance	1,249.94	1,253.00	939.78	1,168.00
504...	Post Retire Overhead	176,587.74	161,212.00	107,720.07	156,547.00
5054	Employee Physicals & Screening	5,125.00	7,400.00	6,349.40	8,000.00
	Total Fringe Benefits	881,278.18	862,646.00	540,507.53	883,380.00
Operations & Maintenance					
5062	Third Party Temporary - O&M	18,657.42	31,000.00	17,526.60	36,000.00
5403	Safety Equipment & Supplies	11,875.75	13,650.00	8,739.79	14,000.00
5702	Large Parts	93,366.55	95,000.00	59,570.40	95,000.00
5703	Small Equipment	29,673.56	30,000.00	19,068.69	30,000.00
5704	O&M Supplies	19,638.23	20,000.00	10,160.77	20,000.00
5708	Fuels	205,141.08	253,000.00	179,885.41	248,000.00
5710	Lubricants	15,138.23	20,000.00	9,658.45	20,000.00
5712	Purchased Maintenance & Repair	71,304.95	85,000.00	60,012.33	70,000.00
5716	Equipment Rental	5,469.48	15,000.00	8,778.00	10,000.00

**Materials Management
BUDGET FYE 2020
APPENDIX A**

		FYE 3/31/2018	FYE 3/31/2019	Actual 12/31/2018	FYE 3/31/2020 Budget
<u>Account Description</u>		<u>Actual</u>	<u>Amended Budget</u>		
5718	Tires	15,284.48	20,000.00	17,748.26	46,000.00
5770	Other Tool, Equip & O&M	1,999.64	2,500.00	2,467.18	2,500.00
5815	Chemicals	15,418.20	22,000.00	2,873.74	20,000.00
5820	LFG Maintenance	50,752.63	94,950.00	62,425.88	75,000.00
5932	Monitoring & Testing	90,541.81	117,210.00	66,009.85	115,600.00
6008	Contract Hauling	21,565.00	30,000.00	0.00	27,500.00
	Total O & M	665,827.01	849,310.00	524,925.35	829,600.00
Recycling Transfer Station					
500...	Material Reprocessing Wages	0.00	0.00	0.00	86,757.00
503...	FICA Expense	0.00	0.00	0.00	6,637.00
503...	Pension Expense	0.00	0.00	0.00	8,068.00
503...	Health Insurance	0.00	0.00	0.00	23,120.00
503...	Workers Comp	0.00	0.00	0.00	9,552.00
503...	Disability Insurance	0.00	0.00	0.00	49.00
504...	Post Retire Overhead	0.00	0.00	0.00	11,040.00
6300	RTS -Safety Equipment & Supplies	0.00	0.00	0.00	1,350.00
6305	RTS - Large Parts	0.00	0.00	0.00	7,500.00
6310	RTS - Small Equipment	0.00	0.00	0.00	4,005.00
6315	RTS - O&M Supplies	0.00	0.00	0.00	14,000.00
6320	RTS - Fuels	0.00	0.00	0.00	3,500.00
6325	RTS - Purchased Maintenance & Repair	0.00	0.00	0.00	7,500.00
6330	RTS - Contract Hauling	0.00	0.00	0.00	185,000.00
6335	RTS - Office Supplies	0.00	0.00	0.00	250.00
6340	RTS - Cellular Services	0.00	0.00	0.00	1,020.00
6345	RTS - Other Communications	0.00	0.00	0.00	2,400.00
6350	RTS - Office Equipment Maintenance	0.00	0.00	0.00	500.00
6355	RTS - Employee Mileage Reimbursement	0.00	0.00	0.00	150.00
6360	RTS - Employee Uniforms	0.00	0.00	0.00	150.00
6365	RTS - Gas & Electric	0.00	0.00	0.00	5,000.00
6370	RTS - Propane	0.00	0.00	0.00	2,500.00
6375	RTS - Building Supplies	0.00	0.00	0.00	1,000.00
6380	RTS - Site Supplies	0.00	0.00	0.00	1,000.00
6385	RTS - Building Maintenance & Repair	0.00	0.00	0.00	1,500.00
6390	RTS - Site Maintenance & Repair	0.00	0.00	0.00	4,000.00
6395	RTS - Auto/Light Truck Rep. & Maint.	0.00	0.00	0.00	2,000.00
6400	RTS - Auto/Light Truck Fuel	0.00	0.00	0.00	1,500.00
6410	RTS - Programming & Software	0.00	0.00	0.00	5,000.00
	Total Recycling Transfer Station	0.00	0.00	0.00	396,048.00
Waste Diversion					
5125	Promotional Materials - RRR	55,024.60	67,500.00	11,466.88	75,000.00
6009	Household Hazardous Waste	57,795.30	75,000.00	67,672.72	70,000.00
6011	Recycling Incentive	26,400.70	73,755.00	31,715.85	67,755.00
6012	Recycling Incentive-County Capital	310,533.85	0.00	0.00	600,000.00
6013	CRT Recycling	112,449.40	130,000.00	73,447.20	115,000.00
6015	Ag Plastics Recycling	0.00	45,000.00	0.00	25,000.00
6017	Book Debinding	6,000.00	10,000.00	578.17	7,500.00
6018	Mattress Recycling - All Counties	0.00	150,000.00	39,680.00	102,500.00
6019	Fort Drum - Public Partnership	18,262.36	90,000.00	14,405.02	0.00
6020	Waste Audit	0.00	35,000.00	0.00	35,000.00
	Total Waste Diversion	586,466.21	676,255.00	238,965.84	1,097,755.00
6002	Sewage Treatment	391,618.80	330,315.00	225,220.53	398,443.00
601...	Closure & Post Closure Care	640,861.62	751,856.00	746,035.86	807,956.00
6006	Host Community Benefits	735,924.92	766,374.00	762,349.72	813,373.00
6007	LFGTE Revenue Sharing	9,197.36	20,000.00	0.00	10,000.00
Office & Administrative					
5053	Misc Employee Costs	1,083.00	1,000.00	582.23	1,000.00
5104	Office Supplies	2,710.83	5,000.00	2,670.96	5,000.00

**Materials Management
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
5112	Telephone	6,560.51	7,280.00	5,186.89	7,640.00
5114	Cellular Services	6,845.25	7,800.00	5,590.04	9,100.00
5120	Dues & Subscriptions	1,836.60	3,000.00	748.00	3,000.00
5122	Public Info & Advertising	2,801.97	3,250.00	655.90	2,500.00
5123	Promotional Materials	5,972.59	7,500.00	6,819.68	8,000.00
5130	Office Equipment	56.91	1,000.00	0.00	1,000.00
5132	Office Equip Maintenance	540.00	1,200.00	0.00	1,200.00
5202	Employee Mileage Reimbursement	1,351.90	5,000.00	919.95	5,000.00
5204	Empl. Meals & Incidental	290.08	1,800.00	47.27	1,800.00
5206	Empl. Lodging	3,488.57	4,800.00	2,535.20	4,800.00
5270	Travel & Meeting Expense	0.00	750.00	0.00	750.00
5312	Continuing Education	0.00	0.00	0.00	3,000.00
5370	Training & Development	6,906.85	8,000.00	2,953.23	8,000.00
5402	Employee Uniforms	13,751.95	23,100.00	10,522.51	20,100.00
5508	Cleaning Services	9,225.00	10,000.00	2,917.50	10,000.00
6210	Trustee Fees	9,026.60	8,200.00	6,766.20	8,500.00
	Total Office & Admin	72,448.61	98,680.00	48,915.56	100,390.00
	Utilities				
5802	Gas & Electric	39,683.29	40,000.00	25,559.64	40,000.00
5803	Propane	24,217.32	25,000.00	10,165.01	25,000.00
	Total Utilities	63,900.61	65,000.00	35,724.65	65,000.00
	Materials & Supplies				
5806	Building Supplies	4,898.99	7,000.00	2,739.97	7,000.00
5810	Site Supplies	31,580.89	40,000.00	10,618.17	40,000.00
5824	Sand, Gravel & Stone	174,466.26	200,000.00	137,476.45	200,000.00
5826	Seed & Mulch	26,094.04	30,000.00	22,840.00	30,000.00
	Total Materials & Supplies	237,040.18	277,000.00	173,674.59	277,000.00
	Professional Fees				
5924	Legal	3,433.50	7,500.00	0.00	5,500.00
5926	Investment Banking Fees	14,324.96	17,518.00	11,013.52	18,034.00
5970	Consulting	2,635.00	3,500.00	2,590.00	3,500.00
	Total Professional Fees	20,393.46	28,518.00	13,603.52	27,034.00
	Repairs & Maintenance				
5804	Building Maintenance & Repair	20,032.51	25,000.00	10,080.26	25,000.00
	Total Repairs & Maintenance	20,032.51	25,000.00	10,080.26	25,000.00
	Automobile				
5603	Auto/Light Truck Rental/Lease	28,350.23	32,000.00	23,807.88	23,400.00
	Total Automobile	28,350.23	32,000.00	23,807.88	23,400.00
	Computer				
5124	Computer Equipment	6,080.61	3,000.00	1,426.75	8,300.00
5128	Programming & Software	4,834.62	16,910.00	14,853.93	5,000.00
	Total Computer	10,915.23	19,910.00	16,280.68	13,300.00
6114	Insurance	149,906.03	144,000.00	108,000.00	146,000.00
619...	Admin Allocation	145,982.37	635,598.00	421,871.15	769,515.00
619...	Engineering Allocation	26,709.39	39,894.00	16,857.62	32,073.00
6208	NYS Administrative Assessment	50,876.00	52,788.00	49,605.00	51,703.00
7032	Depreciation	5,616,791.61	4,800,821.00	3,244,421.83	4,162,900.00
6202	Interest Expense	269,080.67	260,738.00	197,650.13	580,297.00
6901	Contingency	0.00	23,500.00	0.00	30,000.00
	Total Expenses	12,294,635.01	12,427,676.00	8,463,583.08	13,179,915.00
	Change in Net Position	(1,615,726.83)	(1,550,301.00)	921,293.67	(2,387,285.00)

**Materials Management
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
STATEMENT OF CASH FLOW FROM OPERATIONS				
(This presentation of Cash Flow does not take into account changes in accruals)				
CHANGE IN NET ASSETS				(2,387,285.00)
PLUS DEPRECIATION & AMORTIZATION PLUS CLOSURE & P. CLOSURE COSTS				4,162,900.00 807,956.00
LESS PRINCIPAL PAYMENTS				(957,854.00)
RESERVE/CAPITAL REQUIREMENTS				
REPLACEMENT RESERVE				(661,702.00)
CLOSURE RESERVE				(665,860.00)
POST CLOSURE RESERVE				(142,096.00)
MMF CAPITAL RESERVE				(24,640.00)
TIP FEE STABILIZATION				400,000.00
LANDFILL GAS RESERVE				(477,500.00)
TOTAL RESERVE/CAPITAL REQUIRED				(1,571,798.00)
CASH FLOW				53,919.00

**APPENDIX B
MATERIALS MANAGEMENT FACILITY CAPITAL PROJECTS**

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024
20154	Design/Construction - Expansion	CAP/DEBT	\$ 8,582,000	\$ 11,847,696	\$ 100,000	\$ -	\$ -	\$ -
20165	Closure IV	C	\$ 100,000	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -
	Recycling Transfer Station	CAP	\$ 500,000	\$ 1,150,000	\$ -	\$ -	\$ -	\$ -
	Radiation Detection System Implementation	R	\$ 20,000	\$ 55,000	\$ -	\$ -	\$ -	\$ -
20105	Natural Habitat Enhancement	CC	\$ 227,170	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Equipment: Articulated Hauler	R		\$ 500,000	\$ -	\$ 575,000	\$ -	\$ -
	Equipment: Waste Dozer	R		\$ 450,000	\$ -	\$ -	\$ 550,000	\$ 550,000
	Equipment: Sweeper	R		\$ 225,000	\$ -	\$ -	\$ -	\$ -
	Equipment: Litter Vacuum w/Power Unit	R	\$ 75,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Equipment: SCADA Transmission Devices	R		\$ 30,000	\$ -	\$ -	\$ -	\$ -
	Equipment: Wheel Loader	R		\$ -	\$ 400,000	\$ -	\$ -	\$ -
	Equipment: Main Snow Blower	R		\$ -	\$ 400,000	\$ -	\$ -	\$ -
	Equipment: Leachate Truck Tractor	R		\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
	Equipment: Leachate Tank Trailer	R		\$ -	\$ 85,000	\$ 90,000	\$ 95,000	\$ 100,000
	Equipment: Landfill Compactor	R		\$ -	\$ -	\$ 600,000	\$ -	\$ -
	Equipment: Hydraulic Excavator	R		\$ -	\$ -	\$ 325,000	\$ -	\$ 400,000
	Equipment: Main Flare Replacement	R		\$ -	\$ -	\$ 300,000	\$ -	\$ -
	Equipment: Wheeled Excavator	R		\$ -	\$ -	\$ 300,000	\$ -	\$ -
	Equipment: Water Truck	R		\$ -	\$ -	\$ 60,000	\$ -	\$ -
	Equipment: Sewer Jet/Vacuum Truck	R		\$ -	\$ -	\$ -	\$ 310,000	\$ -
	Equipment: Hydro Seeder	R		\$ -	\$ -	\$ -	\$ -	\$ 100,000

TOTAL MMF \$ 9,504,170 \$ 17,607,696 \$ 1,185,000 \$ 2,300,000 \$ 1,005,000 \$ 1,350,000

Fund Description(s)

C	Closure Reserve	R	Replacement Reserve
CC	Carbon Credit Reserve	LG	Landfill Gas Reserve
CAP	Capital Reserve	DEBT	Debt Issuance



Board Resolution No. 2019-03-27

March 28, 2019

APPROVING FISCAL YEAR 2019-2020 REGIONAL DEVELOPMENT BUDGET

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed Fiscal Year 2019-2020 Regional Development Budget, detailed by the attached Appendix A.

Now, upon the recommendation of the Finance Committee, therefore be it

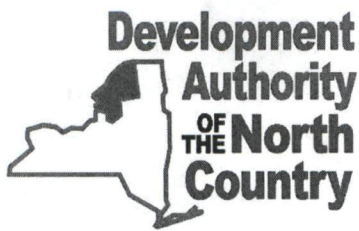
RESOLVED, that the Development Authority of the North Country approves and adopts the Fiscal Year 2019-2020 Regional Development Budget and line items contained therein, as proposed and set forth in Appendix A.

**Regional Development
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
Customer Billings					
4001	Customer Billings	\$216,280.74	\$258,379.00	\$187,794.56	\$187,091.00
	Total Customer Billings	216,280.74	258,379.00	187,794.56	187,091.00
Grant Revenue					
4181	Federal Grant Income	328,619.77	138,134.00	38,503.29	253,465.00
4183	NY State Grants	2,037,703.34	3,408,922.00	1,430,897.80	2,069,996.00
4184	Other Grants	0.00	0.00	0.00	40,000.00
	Total Grant Revenue	2,366,323.11	3,547,056.00	1,469,401.09	2,363,461.00
4104	Loan Interest Income	617,971.80	657,000.00	545,759.77	624,000.00
Other Income					
4162	Processing Fees	46,617.00	16,250.00	34,905.00	29,575.00
4164	Miscellaneous	40,826.16	17,000.00	29,276.19	17,000.00
4190	Recovery of Bad Debts	17,392.00	0.00	22,317.89	0.00
	Total Other Income	104,835.16	33,250.00	86,499.08	46,575.00
Interest Income					
4102	Investment Interest Income	162,283.17	196,417.00	154,661.22	297,840.00
410...	Trustee Interest	0.00	0.00	61.32	0.00
420...	Mark to Market Adjustment	(23,261.88)	0.00	23,556.86	0.00
	Total Interest Income	139,021.29	196,417.00	178,279.40	297,840.00
	Total Income	3,444,432.10	4,692,102.00	2,467,733.90	3,518,967.00
Salaries					
500...	Administrative Wages	58,445.64	11,696.00	6,760.52	11,161.00
500...	Engineering Wages	78,457.11	57,114.00	58,646.35	41,682.00
500...	Technology Wages	1,815.51	0.00	0.00	0.00
500...	Regional Development Wages	273,691.36	328,476.00	219,711.33	338,503.00
5002	Overtime Wages	82.46	0.00	0.00	0.00
	Total Salaries	412,492.08	397,286.00	285,118.20	391,346.00
Fringe Benefits					
503...	FICA Expense	28,840.86	30,393.00	18,962.46	29,939.00
503...	Pension Expense	81,676.10	56,791.00	40,488.76	54,477.00
503...	Health Insurance	42,922.52	46,443.00	35,160.05	52,309.00
503...	Workers Comp	821.61	911.00	537.31	935.00
503...	Disability Insurance	299.65	358.00	268.47	327.00
504...	Post Retire Overhead	35,971.03	27,599.00	21,026.40	26,441.00
	Total Fringe Benefits	190,531.77	162,495.00	116,443.45	164,428.00
Operations & Maintenance					
6110	Marketing	5,000.00	5,000.00	0.00	5,000.00
8090	Purchases for Resale	10,982.00	15,000.00	5,860.00	7,000.00
	Total O & M	15,982.00	20,000.00	5,860.00	12,000.00
6006	Host Community Benefits	20,757.72	-59,297.00	59,297.16	88,943.00
Office & Administrative					
5104	Office Supplies	114.00	250.00	0.00	250.00
5120	Dues & Subscriptions	625.00	625.00	125.00	625.00
5122	Public Info & Advertising	1,870.02	4,000.00	144.48	2,500.00
5172	Filing Fees	560.00	1,300.00	580.00	1,300.00
5202	Employee Mileage Reimbursement	3,306.33	4,500.00	1,081.07	2,000.00
5204	Empl. Meals & Incidental	355.18	3,475.00	303.24	2,225.00
5206	Empl. Lodging	2,955.41	7,300.00	2,091.89	4,300.00
5270	Travel & Meeting Expense	1,370.58	5,800.00	1,840.62	3,800.00
5370	Training & Development	55.00	1,800.00	0.00	1,800.00
5570	Other General Expense	896.11	3,050.00	264.64	2,500.00

**Regional Development
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>	FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
Total Office & Admin	12,107.63	32,100.00	6,430.94	21,300.00
Professional Fees				
5924 Legal	2,646.55	12,000.00	2,323.90	6,500.00
5926 Investment Banking Fees	7,240.73	8,351.00	5,408.52	9,381.00
5970 Consulting	245,109.00	155,000.00	15,750.00	255,000.00
Total Professional Fees	254,996.28	175,351.00	23,482.42	270,881.00
6122 Bad Debt Expense	245,149.93	0.00	0.00	0.00
6120 Grants	524,871.32	1,265,000.00	575,909.91	812,500.00
619... Admin Allocation	40,517.90	132,226.00	87,735.24	146,130.00
619... Engineering Allocation	11,183.64	7,224.00	6,386.89	7,682.00
6202 Interest Expense	0.00	4,000.00	0.00	4,000.00
Total Expenses	1,728,590.27	2,254,979.00	1,166,664.21	1,919,210.00
Change in Net Position	1,715,841.83	2,437,123.00	1,301,069.69	1,599,757.00



Board Resolution No. 2019-03-XX

March 28, 2019

APPROVING FISCAL YEAR 2019-2020 TECHNOLOGY DIVISION OPERATING BUDGET, CAPITAL PROJECTS, RESERVE DESIGNATIONS, AND TARIFF

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed the proposed Fiscal Year 2019-2020 Technology Division Budget based on anticipated circuit demand, said proposed Budget being attached to this resolution as Appendix A, and

Whereas, upon recommendation by staff, it is determined that certain capital projects are necessary as set forth on the capital projects schedule attached as Appendix B, and

Whereas, it is necessary to ratify tariff pricing and establish reserve requirements for the Fiscal Year 2019-2020 in support of said Budget.

Now, upon the recommendation of the Finance Committee, therefore be it

RESOLVED, by the Development Authority of the North Country that:

- 1. The Fiscal Year 2019-2020 Technology Division Budget and the line items contained therein, as proposed and set forth in Appendix A, are hereby approved and adopted.**
- 2. The Technology Division capital projects for the Fiscal Year 2019-2020, as set forth in Appendix B, are hereby approved, and the Executive Director is hereby authorized and directed to undertake and pay for such projects, including contracting therefore on such terms and conditions as he shall determine. Further, capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2019-2020.**
- 3. Based upon anticipated circuit volume, a tariff was filed with and accepted by the Public Services Commission (May 1, 2004) and will remain in effect for Fiscal Year 2019-2020.**

4. Reserves previously authorized have been created and capitalized as of February 28, 2019 in the following amounts:

Operating	\$ 912,950.00
Repair and Upgrade	\$8,955,884.00

For Fiscal Year 2019-2020 reserves will be maintained on an on-going basis as follows:

Operating	16.7% of Revenue
Repair & Upgrade	18% of Equipment Replacement Cost
	32% of OSP Replacement Cost

5. To enhance the Authority's ability to respond promptly to changing conditions in the competitive telecommunications market, the authority to create and manage reserves, establish agreements and negotiate multi-year contracts is hereby delegated to the Executive Director who shall report such actions to the Facilities Committee on a timely basis.

**Telecommunications
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
Customer Billings					
4001	Customer Billings	\$5,776,105.48	\$5,836,640.00	\$4,391,057.13	\$5,782,654.00
4004	Dark Fiber Billings	64,410.00	122,480.00	57,174.17	414,444.00
	Total Customer Billings	5,840,515.48	5,959,120.00	4,448,231.30	6,197,098.00
Other Income					
4164	Miscellaneous	57,320.58	47,050.00	41,509.16	47,050.00
	Total Other Income	57,320.58	47,050.00	41,509.16	47,050.00
Interest Income					
4102	Investment Interest Income	4,754.55	4,715.00	2,225.42	2,915.00
4108	Reserve Interest	162,805.01	166,433.00	135,553.79	160,193.00
420...	Mark to Market Adjustment	(49,292.22)	0.00	7,715.36	0.00
	Total Interest Income	118,267.34	171,148.00	145,494.57	163,108.00
	Total Income	6,016,103.40	6,177,318.00	4,635,235.03	6,407,256.00
Salaries					
500...	Administrative Wages	244,698.54	0.00	0.00	0.00
500...	Engineering Wages	13,074.67	35,876.00	22,602.39	37,944.00
500...	Technology Wages	997,505.20	1,219,901.00	895,984.30	1,159,837.00
500...	WQ Wages	0.00	0.00	69.63	0.00
5002	Overtime Wages	2,389.78	2,340.00	1,984.07	2,350.00
	Total Salaries	1,257,668.19	1,258,117.00	920,640.39	1,200,131.00
Fringe Benefits					
503...	FICA Expense	91,639.50	96,070.00	66,231.94	91,631.00
503...	Pension Expense	234,613.09	174,836.00	115,371.51	174,617.00
503...	Health Insurance	75,064.95	96,823.00	56,639.93	111,155.00
503...	Workers Comp	2,562.16	2,887.00	1,755.91	2,900.00
503...	Disability Insurance	569.21	424.00	317.97	429.00
504...	Post Retire Overhead	86,419.25	75,856.00	56,824.80	72,036.00
5054	Employee Physicals & Screening	0.00	1,000.00	272.25	500.00
	Total Fringe Benefits	490,868.16	447,896.00	297,414.31	453,268.00
Operations & Maintenance					
5062	Third Party Temporary - O&M	629.00	3,700.00	0.00	5,500.00
5133	Equipment Maintenance Contracts	228,567.53	315,516.00	206,909.44	340,000.00
5134	Maintenance Contracts	100,163.01	176,613.00	122,542.20	175,000.00
5135	Underground Locating	81,055.89	95,000.00	49,041.48	95,000.00
5403	Safety Equipment & Supplies	0.00	1,000.00	813.30	900.00
5704	O&M Supplies	1,096.33	4,000.00	2,443.20	4,500.00
5712	Purchased Maintenance & Repair	19,382.65	38,000.00	14,321.70	45,000.00
5720	Offnet Circuit Lease	384,515.98	560,341.00	351,285.01	600,000.00
5770	Other Tool, Equip & O&M	5,482.88	13,900.00	11,192.45	6,000.00
5830	Collo Expense	137,358.40	175,000.00	109,480.32	185,000.00
5834	Permitting	0.00	3,000.00	265.90	3,000.00
5836	Pole Attachment Fees	224,000.27	259,380.00	187,764.64	279,479.00
5838	Conduit Lease	18,446.87	24,696.00	9,775.61	24,696.00
	Total O & M	1,200,698.81	1,670,146.00	1,065,835.25	1,764,075.00
Office & Administrative					
5053	Misc Employee Costs	1,794.74	2,400.00	1,034.99	2,400.00
5102	Office Rent	43,938.47	44,279.00	33,209.28	44,279.00
5104	Office Supplies	1,628.90	2,200.00	1,766.77	2,200.00
5110	Postage & Shipping	197.44	1,000.00	50.03	1,000.00
5112	Telephone	10,608.34	11,500.00	8,233.66	12,000.00
5114	Cellular Services	5,127.54	6,000.00	4,661.84	5,700.00
5118	Other Communications	1,253.40	1,600.00	1,044.50	1,600.00
5120	Dues & Subscriptions	150.00	500.00	0.00	500.00

**Telecommunications
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
5122	Public Info & Advertising	650.00	2,000.00	1,671.60	2,000.00
5123	Promotional Materials	300.00	5,000.00	0.00	5,000.00
5130	Office Equipment	4,324.93	5,000.00	690.00	5,000.00
5170	Other Office Expenses	4,302.57	5,000.00	367.17	5,000.00
5172	Filing Fees	7,094.09	11,000.00	3,000.28	10,000.00
5202	Employee Mileage Reimbursement	1,888.01	2,943.00	1,811.29	1,962.00
5204	Empl. Meals & Incidental	7,766.33	9,500.00	7,201.94	9,500.00
5206	Empl. Lodging	16,518.43	18,000.00	14,743.23	18,000.00
5270	Travel & Meeting Expense	274.22	500.00	133.25	500.00
5370	Training & Development	638.95	16,300.00	34.95	16,300.00
5402	Employee Uniforms	1,018.00	1,425.00	21.00	1,450.00
5570	Other General Expense	150.00	1,000.00	813.20	1,000.00
	Total Office & Admin	109,624.36	147,147.00	80,488.98	145,391.00
	Utilities				
5802	Gas & Electric	3,095.97	3,700.00	2,490.69	4,400.00
	Total Utilities	3,095.97	3,700.00	2,490.69	4,400.00
	Professional Fees				
5924	Legal	17,939.41	25,000.00	12,360.00	18,500.00
5926	Investment Banking Fees	4,515.81	5,424.00	3,349.28	4,760.00
5970	Consulting	0.00	17,100.00	0.00	7,500.00
	Total Professional Fees	22,455.22	47,524.00	15,709.28	30,760.00
	Automobile				
5601	Auto/Light Truck Rep. & Maint.	13,434.32	12,000.00	6,602.93	12,000.00
5602	Auto/Light Truck Fuel	17,454.67	23,300.00	15,300.60	22,000.00
5603	Auto/Light Truck Rental/Lease	29,088.44	31,700.00	21,667.50	47,900.00
5605	Vehicle Ins	5,339.11	9,100.00	6,824.97	11,200.00
	Total Automobile	65,316.54	76,100.00	50,396.00	93,100.00
	Computer				
5124	Computer Equipment	7,990.97	6,000.00	4,900.89	8,000.00
5126	Computer Maintenance	350.00	1,500.00	1,168.00	0.00
5128	Programming & Software	7,344.73	24,945.00	27,269.54	12,000.00
	Total Computer	15,685.70	32,445.00	33,338.43	20,000.00
6114	Insurance	106,750.33	114,000.00	85,500.00	116,300.00
619...	Admin Allocation	125,536.71	470,544.00	312,346.90	570,964.00
619...	Engineering Allocation	15,007.94	20,381.00	10,803.62	16,959.00
6208	NYS Administrative Assessment	33,122.00	33,956.00	31,981.00	34,608.00
7032	Depreciation	4,382,517.83	4,202,288.00	3,078,064.47	3,684,400.00
6901	Contingency	0.00	25,000.00	0.00	25,000.00
	Total Expenses	7,828,347.76	8,549,244.00	5,985,009.32	8,159,356.00
	Change in Net Position	<u>(1,812,244.36)</u>	<u>(2,371,926.00)</u>	<u>(1,349,774.29)</u>	<u>(1,752,100.00)</u>

**Telecommunications
BUDGET FYE 2020
APPENDIX A**

Account Description	FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
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STATEMENT OF CASH FLOW FROM OPERATIONS

(This presentation of Cash Flow does not take into account changes in accruals)

CHANGE IN NET ASSETS				(1,752,100.00)
PLUS DEPRECIATION & AMORTIZATION				3,684,400.00
RESERVE/CAPITAL REQUIREMENTS				
TELECO REPAIR/UPGRADE RESERVE				350,000.00
TELECOM CAPITAL PROJECTS				<u>(2,107,000.00)</u>
TOTAL RESERVE/CAPITAL REQUIRED				<u>(1,757,000.00)</u>
CASH FLOW				<u><u>175,300.00</u></u>

**APPENDIX B
TELECOMMUNICATIONS CAPITAL PROJECTS**

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024
	Customer Network Construction	R		\$ 425,000	\$ 525,000	\$ 600,000	\$ 650,000	\$ 700,000
	Ethernet Enhancements	R		\$ 250,000	\$ 300,000	\$ 350,000	\$ 200,000	\$ 250,000
	Wireless Tower Service	R		\$ 200,000	\$ 200,000	\$ 200,000	\$ 150,000	\$ 150,000
	Primary Backbone Overlash	R		\$ 250,000	\$ -	\$ -	\$ -	\$ -
	South Lewis Central Office	R		\$ 200,000	\$ -	\$ -	\$ -	\$ -
	Central Office Enhancements	R		\$ 170,000	\$ 100,000	\$ 125,000	\$ 125,000	\$ 125,000
	Emergency Restoration	R		\$ 160,000	\$ 168,000	\$ 176,400	\$ 185,220	\$ 194,481
	Fiber Augments	R		\$ 85,000	\$ 75,000	\$ 85,000	\$ 100,000	\$ 100,000
	Thousand Islands Bridge Authority	R		\$ 100,000	\$ -	\$ -	\$ -	\$ -
	DWDM Upgrade	R		\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000
	DOT - Road Projects	R		\$ 95,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 75,000
	Test Equipment - OTDR & Exfo Test Sets	R		\$ 42,000	\$ -	\$ -	\$ -	\$ -
	Fiber Assignment Database Upgrade	R		\$ 30,000	\$ -	\$ -	\$ -	\$ -
30568	Economic Development Initiatives	R	\$ 290,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000

TOTAL TELECOMMUNICATIONS			\$ 290,000	\$ 2,107,000	\$ 1,473,000	\$ 1,741,400	\$ 1,515,220	\$ 1,719,481
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Fund Description

R Repair & Replacement Reserve



Board Resolution No. 2019-03-30
March 28, 2019

**APPROVING FISCAL YEAR 2019-2020 WATER QUALITY MANAGEMENT
DIVISION OPERATING BUDGET, CAPITAL PROJECTS
AND USER CHARGES**

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed the proposed Fiscal Year 2019-2020 Water Quality Management Budgets, attached to this Resolution as Appendices A(1) – A(4), and

Whereas, upon recommendation by staff and consulting engineers, it is determined that certain capital projects are necessary to be undertaken for the continued efficient operation of the Facilities, as set forth on the Capital Projects Schedule attached to this Resolution as Appendix B, and

Whereas, it is necessary to establish outside user charges for use of Water Quality Management for the Fiscal Year 2019-2020 as proposed in the User Charges Schedule set forth in Appendix C, and

Whereas, it is necessary to maintain required reserves for the Army Waterline and Sewerline, and Regional Waterline projects.

Now, upon the recommendation of the Finance Committee, therefore be it

RESOLVED, by the Development Authority of the North Country that:

- 1. The Fiscal Year 2019-2020 Water Quality Management Budgets and line items contained therein, as proposed and set forth in Appendices A(1)-A(4), are hereby approved and adopted.**
- 2. The Water Quality Management's capital projects for the Fiscal Year 2019-2020, as proposed and set forth in Appendix B are hereby approved. The Executive Director is hereby authorized and directed to undertake and pay for such projects, including contracting therefore on such terms and conditions as he shall determine. Further, capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2019-2020.**
- 3. The user charges for Water Quality Management for Fiscal Year 2019-2020, as proposed and set forth in Appendix C, are hereby approved and adopted.**

4. **The Executive Director is authorized and directed to manage reserves for the Army Waterline and Sewerline, and Regional Waterline projects consistent with contractual requirements. To enhance the Authority's ability to respond promptly to customer requirements, the authority to negotiate multi-year contracts is hereby delegated to the Executive Director who will report such actions to the Facilities Committee in a timely manner.**

**Army Sewer
BUDGET FYE 2020
APPENDIX A - 1**

<u>Account Description</u>		FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
Customer Billings					
4001	Customer Billings	\$2,442,093.58	\$2,984,651.00	\$2,198,545.84	\$2,452,737.00
	Total Customer Billings	2,442,093.58	2,984,651.00	2,198,545.84	2,452,737.00
Other Income					
4164	Miscellaneous	14,394.16	14,456.00	10,842.03	12,501.00
	Total Other Income	14,394.16	14,456.00	10,842.03	12,501.00
4201	Gain on Sale of Assets	0.00	0.00	24,457.50	0.00
Interest Income					
4108	Reserve Interest	27,756.52	30,510.00	26,709.54	41,200.00
420...	Mark to Market Adjustment	(8,829.02)	0.00	3,465.36	0.00
	Total Interest Income	18,927.50	30,510.00	30,174.90	41,200.00
	Total Income	2,475,415.24	3,029,617.00	2,264,020.27	2,506,438.00
Salaries					
500...	Administrative Wages	88,020.66	0.00	0.00	0.00
500...	Engineering Wages	16,041.65	25,437.00	16,659.19	24,726.00
500...	Technology Wages	16,806.22	28,923.00	11,933.19	0.00
500...	WQ Wages	271,155.35	312,383.00	220,454.03	333,081.00
5002	Overtime Wages	27,229.21	24,994.00	19,395.83	26,191.00
5005	On-Call Stipend	3,810.00	3,840.00	2,340.00	3,840.00
	Total Salaries	423,063.09	395,577.00	270,782.24	387,838.00
Fringe Benefits					
503...	FICA Expense	30,045.45	30,260.00	19,936.70	29,670.00
503...	Pension Expense	77,563.06	51,891.00	35,950.40	51,038.00
503...	Health Insurance	40,275.68	53,252.00	35,184.18	53,475.00
503...	Workers Comp	24,472.56	25,519.00	20,094.72	24,407.00
503...	Disability Insurance	306.33	200.00	150.03	210.00
504...	Post Retire Overhead	42,642.71	36,237.00	26,498.70	34,542.00
5054	Employee Physicals & Screening	2,422.25	2,900.00	655.25	3,000.00
	Total Fringe Benefits	217,728.04	200,259.00	138,469.98	196,342.00
Operations & Maintenance					
5062	Third Party Temporary - O&M	0.00	5,000.00	4,092.00	7,500.00
5403	Safety Equipment & Supplies	8,693.78	10,000.00	7,167.09	15,000.00
5706	Shop Tools	12,154.38	12,000.00	1,028.91	12,000.00
5815	Chemicals	22,253.47	93,000.00	15,454.64	95,000.00
5902	Lab Fees	0.00	500.00	0.00	500.00
	Total O & M	43,101.63	120,500.00	27,742.64	130,000.00
6002	Sewage Treatment	1,247,562.10	1,233,212.00	589,457.43	1,112,520.00
6004	Water Purchases	2,818.00	3,200.00	2,154.00	3,200.00
Office & Administrative					
5053	Misc Employee Costs	0.00	100.00	100.00	100.00
5104	Office Supplies	4,168.18	5,500.00	3,175.93	5,500.00
5110	Postage & Shipping	624.60	1,500.00	315.00	1,500.00
5112	Telephone	5,831.16	7,130.00	5,238.98	6,120.00
5114	Cellular Services	9,401.51	10,350.00	7,502.84	12,900.00
5120	Dues & Subscriptions	2,088.45	2,000.00	1,065.20	2,000.00
5122	Public Info & Advertising	2,355.28	1,500.00	0.00	1,500.00
5130	Office Equipment	572.63	1,000.00	572.63	1,000.00
5202	Employee Mileage Reimbursement	188.50	1,000.00	10.90	1,000.00
5204	Empl. Meals & Incidental	101.27	2,700.00	181.42	3,000.00
5206	Empl. Lodging	1,156.49	6,600.00	2,347.72	7,000.00
5270	Travel & Meeting Expense	0.00	300.00	104.40	0.00
5312	Continuing Education	0.00	5,000.00	0.00	5,000.00

**Army Sewer
BUDGET FYE 2020
APPENDIX A - 1**

<u>Account Description</u>		FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
5370	Training & Development	7,186.26	10,000.00	5,493.95	10,000.00
5402	Employee Uniforms	3,287.05	8,500.00	6,000.93	9,000.00
5508	Cleaning Services	10,716.00	12,000.00	8,235.00	12,000.00
	Total Office & Admin	47,677.38	75,180.00	40,344.90	77,620.00
	Utilities				
5802	Gas & Electric	57,303.43	59,500.00	32,640.61	59,750.00
	Total Utilities	57,303.43	59,500.00	32,640.61	59,750.00
	Professional Fees				
5924	Legal	1,092.00	8,000.00	7,960.00	3,000.00
5926	Investment Banking Fees	1,038.66	1,125.00	773.34	1,158.00
	Total Professional Fees	2,130.66	9,125.00	8,733.34	4,158.00
	Repairs & Maintenance				
5804	Building Maintenance & Repair	22,871.98	15,000.00	9,595.84	22,500.00
5808	Site Maint & Repair	26,397.25	25,000.00	8,254.08	25,000.00
5812	Pipeline Maintenance	38,670.14	45,000.00	14,699.51	45,000.00
	Total Repairs & Maintenance	87,939.37	85,000.00	32,549.43	92,500.00
	Automobile				
5601	Auto/Light Truck Rep. & Maint.	13,376.39	19,000.00	7,348.96	19,000.00
5602	Auto/Light Truck Fuel	39,251.99	60,000.00	31,534.27	60,000.00
5603	Auto/Light Truck Rental/Lease	76,261.76	98,850.00	67,891.87	126,300.00
5605	Vehicle Ins	13,227.24	22,100.00	16,575.03	30,600.00
	Total Automobile	142,117.38	199,950.00	123,350.13	235,900.00
	Computer				
5124	Computer Equipment	6,915.31	16,100.00	14,805.16	14,000.00
5128	Programming & Software	2,500.00	13,400.00	11,613.44	23,500.00
	Total Computer	9,415.31	29,500.00	26,418.60	37,500.00
6114	Insurance	30,942.00	32,300.00	24,225.03	37,500.00
619...	Admin Allocation	47,576.47	244,112.00	162,026.35	286,033.00
619...	Engineering Allocation	8,107.73	10,538.00	5,085.62	10,673.00
6208	NYS Administrative Assessment	14,690.00	11,358.00	16,018.00	14,700.00
890...	Water Quality Allocation	(138,510.14)	(194,694.00)	(114,843.55)	(209,796.00)
7032	Depreciation	489,904.32	421,052.00	239,244.12	318,900.00
	Total Expenses	2,733,566.77	2,935,669.00	1,624,398.87	2,795,338.00
	Change in Net Position	(258,151.53)	93,948.00	639,621.40	(288,900.00)

**Army Sewer
BUDGET FYE 2020
APPENDIX A - 1**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
STATEMENT OF CASH FLOW FROM OPERATIONS				
(This presentation of Cash Flow does not take into account changes in accruals)				
CHANGE IN NET ASSETS				(288,900.00)
PLUS DEPRECIATION & AMORTIZATION				318,900.00
RESERVE/CAPITAL REQUIREMENTS				
ASL CAPITAL PROJECTS				(30,000.00)
TOTAL RESERVE/CAPITAL REQUIRED				(30,000.00)
CASH FLOW				<u>0.00</u>

**Army Water Line
BUDGET FYE 2020
APPENDIX A - 2**

<u>Account Description</u>		<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
Customer Billings					
4001	Customer Billings	\$1,898,559.75	\$2,019,015.00	\$1,564,388.89	\$1,937,009.00
	Total Customer Billings	1,898,559.75	2,019,015.00	1,564,388.89	1,937,009.00
Interest Income					
4108	Reserve Interest	15,139.91	16,642.00	14,568.84	22,400.00
420...	Mark to Market Adjustment	(4,815.83)	0.00	1,890.20	0.00
	Total Interest Income	10,324.08	16,642.00	16,459.04	22,400.00
	Total Income	1,908,883.83	2,035,657.00	1,580,847.93	1,959,409.00
Salaries					
500...	Administrative Wages	85,417.81	0.00	0.00	0.00
500...	Engineering Wages	15,679.98	25,437.00	15,563.56	24,726.00
500...	Technology Wages	16,664.14	28,923.00	11,917.50	0.00
500...	WQ Wages	171,553.08	261,699.00	105,715.37	283,461.00
5002	Overtime Wages	749.05	4,592.00	1,209.73	5,276.00
5005	On-Call Stipend	3,810.00	3,840.00	2,340.00	3,840.00
	Total Salaries	293,874.06	324,491.00	136,746.16	317,303.00
Fringe Benefits					
503...	FICA Expense	20,791.93	24,822.00	8,998.87	24,274.00
503...	Pension Expense	54,304.68	42,573.00	17,835.00	41,772.00
503...	Health Insurance	30,914.96	43,673.00	18,976.60	43,777.00
503...	Workers Comp	6,488.60	20,227.00	3,522.12	19,687.00
503...	Disability Insurance	292.15	165.00	123.75	173.00
504...	Post Retire Overhead	24,189.90	29,615.00	11,361.33	28,196.00
5054	Employee Physicals & Screening	1,444.25	2,500.00	656.00	2,500.00
	Total Fringe Benefits	138,426.47	163,575.00	61,473.67	160,379.00
Operations & Maintenance					
5706	Shop Tools	3,988.72	5,000.00	83.56	5,000.00
5902	Lab Fees	3,340.00	5,000.00	2,495.00	5,000.00
	Total O & M	7,328.72	10,000.00	2,578.56	10,000.00
6004	Water Purchases	420,674.66	745,880.00	409,758.51	596,936.00
Office & Administrative					
5122	Public Info & Advertising	0.00	1,000.00	0.00	1,000.00
5202	Employee Mileage Reimbursement	0.00	100.00	0.00	100.00
	Total Office & Admin	0.00	1,100.00	0.00	1,100.00
Utilities					
5802	Gas & Electric	15,702.87	20,000.00	11,655.40	21,250.00
	Total Utilities	15,702.87	20,000.00	11,655.40	21,250.00
Professional Fees					
5924	Legal	0.00	5,500.00	4,703.50	1,500.00
5926	Investment Banking Fees	559.28	728.00	416.40	745.00
	Total Professional Fees	559.28	6,228.00	5,119.90	2,245.00
Repairs & Maintenance					
5804	Building Maintenance & Repair	10,672.40	4,000.00	3,337.95	4,000.00
5808	Site Maint & Repair	4,348.34	7,000.00	1,776.00	7,000.00
5812	Pipeline Maintenance	15,411.92	20,000.00	8,306.86	20,000.00
	Total Repairs & Maintenance	30,432.66	31,000.00	13,420.81	31,000.00
Computer					
5124	Computer Equipment	0.00	0.00	0.00	1,700.00
5128	Programming & Software	0.00	0.00	0.00	21,000.00
	Total Computer	0.00	0.00	0.00	22,700.00

**Army Water Line
BUDGET FYE 2020
APPENDIX A - 2**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
6114 Insurance	24,160.26	25,100.00	18,825.03	25,300.00
619... Admin Allocation	46,814.48	181,425.00	120,418.70	119,182.00
619... Engineering Allocation	7,715.17	10,111.00	4,867.73	10,142.00
6208 NYS Administrative Assessment	11,436.00	12,437.00	10,836.00	10,765.00
890... Water Quality Allocation	28,050.05	79,924.00	23,062.19	91,107.00
7032 Depreciation	114,083.87	124,115.00	109,905.38	206,700.00
6202 Interest Expense	0.00	23,284.00	0.00	0.00
Total Expenses	<u>1,139,258.55</u>	<u>1,758,670.00</u>	<u>928,668.04</u>	<u>1,626,109.00</u>
Change in Net Position	<u>769,625.28</u>	<u>276,987.00</u>	<u>652,179.89</u>	<u>333,300.00</u>

**Army Water Line
BUDGET FYE 2020
APPENDIX A - 2**

Account Description	FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
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STATEMENT OF CASH FLOW FROM OPERATIONS

(This presentation of Cash Flow does not take into account changes in accruals)

CHANGE IN NET ASSETS				333,300.00
PLUS DEPRECIATION & AMORTIZATION				206,700.00
LESS PRINCIPAL PAYMENTS				0.00
RESERVE/CAPITAL REQUIREMENTS				
AWL CAPITAL PROJECTS				(540,000.00)
TOTAL RESERVE/CAPITAL REQUIRED				(540,000.00)
CASH FLOW				0.00

**Regional Water Line
BUDGET FYE 2020
APPENDIX A - 3**

<u>Account Description</u>		<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
Customer Billings					
4001	Customer Billings	\$109,644.25	\$107,385.00	\$75,751.89	\$106,412.00
4005	Capital Billings	307,037.44	278,567.00	208,925.16	277,287.00
	Total Customer Billings	416,681.69	385,952.00	284,677.05	383,699.00
Interest Income					
4102	Investment Interest Income	590.74	597.00	1,819.29	8,600.00
	Total Interest Income	590.74	597.00	1,819.29	8,600.00
	Total Income	417,272.43	386,549.00	286,496.34	392,299.00
Salaries					
500...	Administrative Wages	7,217.19	0.00	0.00	0.00
500...	Engineering Wages	6,857.55	7,666.00	4,187.74	7,857.00
500...	Technology Wages	22.68	0.00	0.00	0.00
500...	WQ Wages	23,883.72	21,809.00	16,748.28	22,647.00
5002	Overtime Wages	1,210.74	1,339.00	692.08	1,381.00
5005	On-Call Stipend	630.00	1,920.00	1,170.00	1,920.00
	Total Salaries	39,821.88	32,734.00	22,798.10	33,805.00
Fringe Benefits					
503...	FICA Expense	2,830.21	2,503.00	1,535.96	2,586.00
503...	Pension Expense	7,235.30	4,437.00	3,024.42	4,608.00
503...	Health Insurance	4,230.21	4,450.00	3,045.77	4,714.00
503...	Workers Comp	1,354.48	1,883.00	855.50	1,753.00
503...	Disability Insurance	20.76	19.00	14.22	17.00
504...	Post Retire Overhead	4,489.76	2,887.00	2,146.50	2,887.00
	Total Fringe Benefits	20,160.72	16,179.00	10,622.37	16,565.00
Operations & Maintenance					
5706	Shop Tools	0.00	500.00	0.00	500.00
5815	Chemicals	1,032.20	3,000.00	965.40	3,000.00
5902	Lab Fees	3,070.00	3,600.00	1,730.00	3,600.00
6010	Cape Vincent Reserve	700.00	700.00	700.00	700.00
	Total O & M	4,802.20	7,800.00	3,395.40	7,800.00
6004	Water Purchases	115,589.60	107,385.00	73,912.80	106,412.00
Office & Administrative					
5122	Public Info & Advertising	0.00	250.00	0.00	250.00
5202	Employee Mileage Reimbursement	9.63	100.00	0.00	100.00
	Total Office & Admin	9.63	350.00	0.00	350.00
Utilities					
5802	Gas & Electric	21,687.56	25,000.00	14,516.06	25,000.00
	Total Utilities	21,687.56	25,000.00	14,516.06	25,000.00
Professional Fees					
5924	Legal	0.00	500.00	0.00	500.00
	Total Professional Fees	0.00	500.00	0.00	500.00
Repairs & Maintenance					
5804	Building Maintenance & Repair	3,316.47	4,000.00	315.95	9,000.00
5808	Site Maint & Repair	2,502.00	3,500.00	1,505.94	3,500.00
5812	Pipeline Maintenance	18,198.44	25,000.00	4,454.94	20,000.00
	Total Repairs & Maintenance	24,016.91	32,500.00	6,276.83	32,500.00
6114	Insurance	4,911.95	5,100.00	3,825.00	4,800.00
619...	Admin Allocation	3,409.27	11,648.00	7,765.22	16,492.00
619...	Engineering Allocation	4,524.20	5,224.00	2,342.59	5,259.00

**Regional Water Line
BUDGET FYE 2020
APPENDIX A - 3**

<u>Account Description</u>		FYE 3/31/2018 <u>Actual</u>	FYE 3/31/2019 <u>Amended Budget</u>	Actual 12/31/2018	FYE 3/31/2020 <u>Budget</u>
6208	NYS Administrative Assessment	2,358.00	2,231.00	2,072.00	2,131.00
890...	Water Quality Allocation	6,850.16	6,949.00	5,091.53	7,759.00
7032	Depreciation	144,298.87	144,072.00	108,177.45	141,800.00
7002	Amortization	24,366.72	24,367.00	18,275.04	24,400.00
6202	Interest Expense	66,621.36	64,307.00	6,485.08	61,902.00
	Total Expenses	<u>483,429.03</u>	<u>486,346.00</u>	<u>285,555.47</u>	<u>487,475.00</u>
	Change in Net Position	<u>(66,156.60)</u>	<u>(99,797.00)</u>	<u>940.87</u>	<u>(95,176.00)</u>

**Regional Water Line
BUDGET FYE 2020
APPENDIX A - 3**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
STATEMENT OF CASH FLOW FROM OPERATIONS				
(This presentation of Cash Flow does not take into account changes in accruals)				
CHANGE IN NET ASSETS				(95,176.00)
PLUS DEPRECIATION & AMORTIZATION				166,200.00
LESS PRINCIPAL PAYMENTS				(71,024.00)
RESERVE/CAPITAL REQUIREMENTS				
RWL CAPITAL RESERVE				130,000.00
RWL CAPITAL PROJECTS				(130,000.00)
TOTAL RESERVE/CAPITAL REQUIRED				<u>0.00</u>
CASH FLOW				<u><u>0.00</u></u>

**Water Sewer Contracts
BUDGET FYE 2020
APPENDIX A - 4**

Account Description	FYE 3/31/2018 Actual	FYE 3/31/2019 Amended Budget	Actual 12/31/2018	FYE 3/31/2020 Budget
Customer Billings				
4001 Customer Billings	\$741,048.14	\$765,783.00	\$609,578.33	\$809,980.00
Total Customer Billings	741,048.14	765,783.00	609,578.33	809,980.00
Total Income	741,048.14	765,783.00	609,578.33	809,980.00
Salaries				
500... Administrative Wages	3,731.27	0.00	0.00	0.00
500... Engineering Wages	12,549.87	16,444.00	12,142.97	17,941.00
500... WQ Wages	286,085.85	282,797.00	287,799.17	271,162.00
5002 Overtime Wages	78,250.16	80,505.00	66,292.09	82,514.00
5005 On-Call Stipend	7,650.00	8,400.00	5,850.00	8,400.00
Total Salaries	388,267.15	388,146.00	372,084.23	380,017.00
Fringe Benefits				
503... FICA Expense	27,828.98	29,647.00	25,508.42	29,025.00
503... Pension Expense	69,740.56	51,011.00	47,806.43	50,112.00
503... Health Insurance	40,527.64	52,018.00	39,654.81	51,753.00
503... Workers Comp	30,194.51	27,659.00	24,228.12	24,253.00
503... Disability Insurance	205.13	200.00	150.03	200.00
504... Post Retire Overhead	53,280.47	35,838.00	34,939.50	33,902.00
Total Fringe Benefits	221,777.29	196,373.00	172,287.31	189,245.00
Operations & Maintenance				
5704 O&M Supplies	0.00	300.00	0.00	500.00
5770 Other Tool, Equip & O&M	0.00	500.00	264.00	500.00
8090 Purchases for Resale	10,947.44	49,000.00	13,859.05	50,000.00
Total O & M	10,947.44	49,800.00	14,123.05	51,000.00
Office & Administrative				
5053 Misc Employee Costs	2.75	0.00	0.00	0.00
5202 Employee Mileage Reimbursement	83.46	1,000.00	44.15	500.00
5270 Travel & Meeting Expense	111.75	200.00	70.00	300.00
Total Office & Admin	197.96	1,200.00	114.15	800.00
Professional Fees				
5924 Legal	0.00	1,000.00	300.00	0.00
Total Professional Fees	0.00	1,000.00	300.00	0.00
6114 Insurance	9,776.42	13,700.00	10,275.03	14,600.00
619... Admin Allocation	2,719.83	27,726.00	18,427.90	35,970.00
619... Engineering Allocation	12,634.36	14,964.00	5,452.06	16,542.00
6208 NYS Administrative Assessment	4,002.00	4,339.00	4,110.00	4,503.00
890... Water Quality Allocation	103,234.78	107,821.00	86,689.83	110,930.00
Total Expenses	753,557.23	805,069.00	683,863.56	803,607.00
Change in Net Position	(12,509.09)	(39,286.00)	(74,285.23)	6,373.00

**APPENDIX B
WATER QUALITY MANAGEMENT CAPITAL PROJECTS**

ARMY SEWER LINE

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024	
	WPS Electrical Upgrades	REV		\$ 30,000	\$ -	\$ -	\$ -	\$ -	
	WPS HVAC Evaluation and Design	REV		\$ -	\$ 100,000	\$ -	\$ -	\$ -	
	WPS General Maintenance for upgrading and rehabilitation	TBD		\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	
	ASL Contract 6 Expansion	TBD		\$ -	\$ -	\$ -	\$ 7,850,000	\$ -	
TOTAL ARMY SEWER LINE				\$ -	\$ 30,000	\$ 100,000	\$ 2,000,000	\$ 7,850,000	\$ -

ARMY WATER LINE

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024
	DBP Removal System	REV		\$ 375,000	\$ -	\$ -	\$ -	\$ -
42036	Mainline Valve Replacement	REV	\$ 450,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -
	BPS 1 & 2 Electrical Upgrades	REV		\$ 15,000	\$ -	\$ -	\$ -	\$ -
	BPS 1/2 SCADA Upgrade	REV		\$ -	\$ -	\$ -	\$ -	\$ 40,000
TOTAL ARMY WATER LINE			\$ 450,000	\$ 540,000	\$ -	\$ -	\$ -	\$ 40,000

REGIONAL WATER LINE

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024
	Cape Vincent Pump Station Genset Replacement	CR		\$ 100,000	\$ -	\$ -	\$ -	\$ -
	Chaumont River Crossing Bypass	CR		\$ 30,000	\$ -	\$ -	\$ -	\$ -
	RWL Disinfection By-Products Mitigation Study	REV		\$ -	\$ 20,000	\$ -	\$ -	\$ -
	RWL Improvements	REV		\$ -	\$ -	\$ 20,000	\$ 25,000	\$ -
	RWL Water Tower	TBD		\$ -	\$ -	\$ -	\$ 2,500,000	\$ -
	LBPS Genset Replacement	TBD		\$ -	\$ -	\$ -	\$ 200,000	\$ -
TOTAL REGIONAL WATER LINE			\$ -	\$ 130,000	\$ 20,000	\$ 20,000	\$ 2,725,000	\$ -

Fund Description(s)

- REV Revenue
- CR Capital Reserve
- TBD To Be Determined

APPENDIX C
Development Authority of the North Country
Army Sewer Line/Army Water Line/Regional Water Line
2019-2020 User Charges Schedule

	2018-2019	2019-2020	Change
<u>Army Sewer</u>	5.53	4.58	-0.95
<u>Army Water</u>	6.66	6.39	-0.27
<u>Sewer Connection Rates:</u>			
Town of LeRay - Sanford Corners	3.25	3.25	0.00
Town of Pamela SD9	3.29	3.30	0.01
Town of LeRay - North Entry	3.25	3.25	0.00
Town of Leray SD 4	3.66	3.67	0.01
Town of Pamela SD3	3.38	3.38	0.00
Route 3 Sewer	3.54	3.53	-0.01
Route 12	3.28	3.28	0.00
<u>Water Connection Rates:</u>			
Pamela District #2, LeRay District #1	3.02	2.72	-0.30
Pamela District #1	3.08	2.78	-0.30
Pamela District #4 & #5	3.13	2.83	-0.30
LeRay District #2	3.31	3.01	-0.30
Champion	3.67	3.40	-0.27

Regional Water Line (COST COMPARISON FY19 / FY20)

Municipality	FY 2019		FY 2020	
	Quarterly Fixed Cost	Variable Cost	Quarterly Fixed Cost	FY2020 Variable Cost
T/Cape Vincent (WD 2,3)	\$ 2,963.48	\$2.08/Kgal	\$ 1,507.00	\$2.09/Kgal
Lyme (incl Bus Garage)	\$ 12,594.78	\$2.08/Kgal	\$ 12,809.48	\$2.09/Kgal
Chaumont	\$ 11,853.91	\$2.08/Kgal	\$ 12,055.98	\$2.09/Kgal
Dexter	\$ 9,631.30	\$2.08/Kgal	\$ 9,795.48	\$2.09/Kgal
T/Brownville (incl GBHS)	\$ 12,594.78	\$2.08/Kgal	\$ 12,809.48	\$2.09/Kgal
V/Brownville	\$ 20,003.47	\$2.08/Kgal	\$ 20,344.46	\$2.09/Kgal



Board Resolution No. 2019-03-25

March 28, 2019

APPROVING FISCAL YEAR 2019-2020 ENGINEERING DIVISION OPERATING BUDGET, CAPITAL PROJECTS AND RESERVE DESIGNATION

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed the proposed Fiscal Year 2019-2020 Engineering Budget, attached to this Resolution as Appendix A, and

Whereas, upon recommendation by staff, it is determined that certain capital projects are necessary as set forth on the capital projects schedule as Appendix B, and

Whereas, upon recommendation by staff, it is determined beneficial to establish an Engineering Reserve Fund to support recurring capital investments to maintain technology in support of Authority operations. It is advantageous to the Development of the North County to establish a separate bank account at Community Bank for such account. Further, it is desirable to provide for electronic or telephonic transfers of Development Authority of the North Country Funds by appropriate Authority representatives, and

Now, upon the recommendation of the Finance Committee, therefore be it

RESOLVED, by the Development Authority of the North Country that:

- 1. The Fiscal Year 2019-2020 Engineering Budget and line items contained therein, as proposed and set forth in Appendices A, are hereby approved and adopted.**
- 2. The Engineering capital projects for the Fiscal Year 2019-2020, as set forth in Appendix B, are hereby approved and the Executive Director is hereby authorized and directed to undertake and pay for such projects, including contracting, therefore, on such terms and conditions as he shall determine. Further, capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2019-2020.**
- 3. The Authority shall create a Board Designated Engineering Reserve to support future capital investment to be funded from the operational surplus of the Engineering Division. The Chairman, Treasurer, Executive Director, Comptroller and Deputy Comptroller of the Development Authority of the North Country be named as authorized signatories on the Engineering Reserve Account and that all documents required as evidence of this authority be executed by appropriate Authority Officers and/or personnel. Further, the Accountant I and Accounting Associate be designated authorized representatives for the purpose of executing transfers of Authority funds, electronically or telephonically, when authorized by designated Authority Officers and/or personnel, and that all documents required as evidence of such authority be executed by Authority Officers and/or personnel.**

**Engineering
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>		<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
Customer Billings					
4001	Customer Billings	\$1,062,118.41	\$1,375,331.00	\$911,817.39	\$1,193,850.00
	Total Customer Billings	1,062,118.41	1,375,331.00	911,817.39	1,193,850.00
Grant Revenue					
4181	Federal Grant Income	0.00	0.00	438.24	0.00
	Total Grant Revenue	0.00	0.00	438.24	0.00
Total Income		1,062,118.41	1,375,331.00	912,255.63	1,193,850.00
Salaries					
500...	Administrative Wages	7,685.95	0.00	0.00	0.00
500...	Engineering Wages	621,705.99	726,491.00	527,950.76	653,301.00
500...	Technology Wages	15,829.55	28,923.00	11,886.72	0.00
500...	Regional Development Wages	979.49	0.00	2,582.29	0.00
500...	WQ Wages	497.90	500.00	310.64	0.00
5002	Overtime Wages	1,061.63	290.00	600.06	270.00
	Total Salaries	647,760.51	756,204.00	543,330.47	653,571.00
Fringe Benefits					
503...	FICA Expense	46,657.63	57,811.00	37,703.12	49,998.00
503...	Pension Expense	112,067.26	94,371.00	65,042.15	75,685.00
503...	Health Insurance	50,989.56	93,386.00	63,500.51	94,411.00
503...	Workers Comp	1,408.50	1,712.00	3,495.85	31,229.00
503...	Disability Insurance	286.48	747.00	560.25	404.00
504...	Post Retire Overhead	56,753.80	59,602.00	44,492.85	47,619.00
5054	Employee Physicals & Screening	256.25	900.00	841.75	500.00
	Total Fringe Benefits	268,419.48	308,529.00	215,636.48	299,846.00
Operations & Maintenance					
5403	Safety Equipment & Supplies	2,028.36	1,500.00	1,106.80	1,000.00
5904	SCADA	25,304.60	28,820.00	8,364.44	28,820.00
8090	Purchases for Resale	71,025.98	161,480.00	37,217.85	47,000.00
	Total O & M	98,358.94	191,800.00	46,689.09	76,820.00
Office & Administrative					
5053	Misc Employee Costs	546.00	1,300.00	730.82	1,000.00
5102	Office Rent	11,594.04	12,716.00	9,537.03	10,761.00
5104	Office Supplies	2,716.86	3,000.00	606.54	2,800.00
5112	Telephone	2,735.47	2,880.00	2,325.91	3,240.00
5114	Cellular Services	6,070.66	6,800.00	5,227.88	6,800.00
5120	Dues & Subscriptions	405.00	1,000.00	913.00	1,000.00
5122	Public Info & Advertising	3,850.79	4,500.00	3,330.52	500.00
5130	Office Equipment	8,463.37	6,000.00	2,828.95	6,000.00
5202	Employee Mileage Reimbursement	14,757.50	19,000.00	13,464.49	14,500.00
5204	Empl. Meals & Incidental	691.03	2,500.00	1,722.28	2,500.00
5206	Empl. Lodging	2,012.00	7,000.00	6,237.00	7,000.00
5370	Training & Development	4,326.80	8,000.00	7,776.07	8,000.00
5402	Employee Uniforms	486.00	1,400.00	338.90	1,175.00
	Total Office & Admin	58,655.52	76,096.00	55,039.39	65,276.00
Professional Fees					
5924	Legal	0.00	800.00	0.00	500.00
	Total Professional Fees	0.00	800.00	0.00	500.00
Automobile					
5601	Auto/Light Truck Rep. & Maint.	1,040.21	2,877.00	2,182.05	2,877.00
5602	Auto/Light Truck Fuel	3,609.44	6,000.00	3,011.44	6,000.00
5603	Auto/Light Truck Rental/Lease	12,164.04	12,200.00	9,123.03	8,600.00

**Engineering
BUDGET FYE 2020
APPENDIX A**

		FYE 3/31/2018	FYE 3/31/2019	Actual 12/31/2018	FYE 3/31/2020 Budget
Account Description	Actual	Amended Budget			
5605 Vehicle Ins	2,182.96	2,800.00		2,099.97	2,700.00
Total Automobile	18,996.65	23,877.00		16,416.49	20,177.00
Computer					
5124 Computer Equipment	6,385.46	3,500.00		3,059.58	3,100.00
5128 Programming & Software	2,500.00	10,110.00		9,667.78	1,103.00
5906 GIS	40,065.42	42,451.00		23,989.49	42,450.00
Total Computer	48,950.88	56,061.00		36,716.85	46,653.00
6114 Insurance	13,487.84	18,900.00		14,175.00	26,300.00
619... Admin Allocation	3,534.89	42,870.00		28,395.22	51,513.00
619... Engineering Allocation	(85,882.43)	(108,336.00)		(51,796.13)	(99,330.00)
6208 NYS Administrative Assessment	5,516.00	7,940.00		7,378.00	6,637.00
890... Water Quality Allocation	375.15	0.00		0.00	0.00
7032 Depreciation	26,522.06	31,522.00		19,891.49	35,600.00
Total Expenses	1,104,695.49	1,406,263.00		931,872.35	1,183,563.00
Change in Net Position	(42,577.08)	(30,932.00)		(19,616.72)	10,287.00

**Engineering
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
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STATEMENT OF CASH FLOW FROM OPERATIONS

(This presentation of Cash Flow does not take into account changes in accruals)

CHANGE IN NET ASSETS				10,287.00
PLUS DEPRECIATION & AMORTIZATION				35,600.00
CASH FLOW				<u>45,887.00</u>

**APPENDIX B
ENGINEERING**

ENGINEERING

Project Number	Project Description	Fund	Prior Approval	Budget FYE 2020	Budget FYE 2021	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024
	GIS Equipment	O		\$ -	\$ -	\$ 30,000	\$ -	\$ -
	GIS Internet Mapping Application Upgrade	TBD		\$ -	\$ -	\$ -	\$ -	\$ 50,000
TOTAL ENGINEERING				\$ -	\$ -	\$ 30,000	\$ -	\$ 50,000

Fund Description(s)

- O Operating Investments
- TBD To Be Determined



Board Resolution No. 2019-03-28
March 28, 2019

**APPROVING FISCAL YEAR 2019-2020
NORTH COUNTRY ECONOMIC DEVELOPMENT FUND BUDGET**

Whereas, the Development Authority of the North Country has caused to be prepared and has reviewed Fiscal Year 2019-2020 North Country Economic Development Fund Budget, detailed by the attached Appendix A.

Whereas, **Resolution No. 2014-08-12** authorizes the execution of Program Agreement to establish the North Country Economic Development Fund with \$10 million that the New York Power Authority (NYPA) received from Alcoa, and

Whereas, pursuant to **Resolution No. 2014-08-14**, the Authority Board authorized the creation of a new Authority Division in order to budget and account for North Country Economic Development Funds accordingly, and

Whereas, the North Country Economic Development Fund Board ratified the budget at its meeting on January 8, 2019, and

Now, upon the recommendation of the Finance Committee, therefore be it

RESOLVED, that the Development Authority of the North Country approves and adopts the Fiscal Year 2019-2020 North Country Economic Development Fund Budget and line items contained therein, as proposed and set forth in Appendix A.

**North Country EDF
BUDGET FYE 2020
APPENDIX A**

<u>Account Description</u>	<u>FYE 3/31/2018 Actual</u>	<u>FYE 3/31/2019 Amended Budget</u>	<u>Actual 12/31/2018</u>	<u>FYE 3/31/2020 Budget</u>
4104 Loan Interest Income	\$0.00	\$55,000.00	\$44,936.66	\$75,000.00
Other Income				
4164 Miscellaneous	0.00	0.00	105.50	0.00
Total Other Income	0.00	0.00	105.50	0.00
Interest Income				
4102 Investment Interest Income	0.00	102,346.00	89,120.58	131,100.00
420... Mark to Market Adjustment	0.00	0.00	7,278.80	0.00
Total Interest Income	0.00	102,346.00	96,399.38	131,100.00
Total Income	0.00	157,346.00	141,441.54	206,100.00
Professional Fees				
5924 Legal	0.00	4,000.00	2,343.21	2,000.00
5926 Investment Banking Fees	0.00	4,376.00	2,629.76	4,181.00
5970 Consulting	0.00	8,000.00	8,000.00	8,000.00
Total Professional Fees	0.00	16,376.00	12,972.97	14,181.00
Total Expenses	0.00	16,376.00	12,972.97	14,181.00
Change in Net Position	0.00	140,970.00	128,468.57	191,919.00