

# Charles Town

## Utility Board

832 S. George Street, P.O. Box 359, Charles Town, WV 25414  
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### RESOLUTION NO. 2018-02 CHARLES TOWN UTILITY BOARD

WHEREAS there is need for the Charles Town Utility Board by and for Water and Sewer operations to adopt the Water and Sewer Budgets for Fiscal Year 2018;

UTILITY  
BOARD

CHAIRMAN  
*Daryl  
Hennessy*

VICE  
CHAIRMAN  
*Pete  
Kubic*

SECRETARY  
TREASURER  
*Tommy  
Stocks*

*Michael  
Slover*

*Kevin  
Tester*

UTILITY  
MANAGER  
*Jane E.  
Arnett*

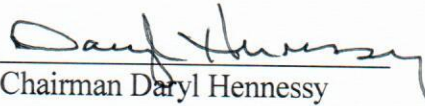
WHEREAS it has been determined that certain CITY OF CHARLES TOWN (WEST VIRGINIA) Combined Waterworks and Sewerage System Refunding Revenue Bonds, primarily the 2015 B Bond require the following:

Section 6.15.      Operating Budget.      The Issuer shall annually, at least 30 days preceding the beginning of each Fiscal Year, or at such earlier date required by its charter or the ordinance of the Board, prepare and adopt by resolution a detailed budget of the estimated revenues and expenditures for operation and maintenance of the System during the succeeding Fiscal Year. The Issuer shall mail copies of such annual budget and all resolutions authorizing increased expenditures for operation and maintenance to the Original Purchaser and shall make available such budgets and all resolutions authorizing increased expenditures for operation and maintenance of the System at all reasonable times to the Original Purchaser and to any Holder of Bonds or anyone acting for and in behalf of such Holder who requests the same and;

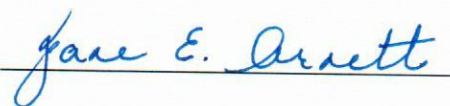
WHEREAS certain Prior Bonds meaning, collectively, the Series 1987 B Bonds, the Series 1988 B-1 Bonds, the Series 1988 B-2 Bonds, the Series 1989 B Bonds and the Series 1998 Design Bonds contain similar requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Charles Town Utility Board hereby adopts revised the Water and Sewer Budgets for Fiscal Year 2019 dated April 11, 2018.

CHARLES TOWN UTILITY BOARD

  
Chairman Daryl Hennessy

Attest:

  
\_\_\_\_\_  
Jane E. Arnett

Dated: April 11, 2018



	<b>Charles Town Utility Board</b>				
	<b>Revenue &amp; Expense Budget</b>				<b>WATER</b>
	<b>For the Period 6/30/19 Budget</b>				
Acct. No.	Title of Account	Budget Ending 6/30/18 Approved 4/26/17	Budget At 2/28/2018	Actuals At 2/28/2018	Budget Ending 6/30/18 For Approval 4/11/19
	<b>REVENUE</b>				
50-46110	Metered Sales - Residential	\$2,480,000	\$1,653,333	\$1,711,920	\$2,530,000
50-46120	Metered Sales - Commercial	\$1,317,500	\$878,333	\$877,222	\$1,322,500
50-46210	Private Fire Protection	\$17,200	\$11,467	\$17,135	\$0
50-46310	Public Fire Protection	\$11,300	\$7,533	\$11,520	\$0
50-46610	Sale for Resale - Bulk Water	\$6,000	\$4,000	\$6,390	\$10,000
50-47010	Forfeited Discounts	\$75,000	\$50,000	\$51,487	\$75,000
50-47110	Misc Service Revenue - Reconnection Fee	\$11,000	\$7,333	\$8,045	\$12,000
50-41720	Ransom Bill & Collect	\$50,000	\$33,333	\$33,721	\$20,000
50-41802	Rents Tank Lot Fee	\$395,000	\$263,333	\$276,186	\$400,000
50-41900	Interest & Dividend Income	\$11,000	\$7,333	\$12,905	\$15,000
50-42100	Misc Non-Op Rev & R&R	\$36,000	\$24,000	\$29,910	\$40,000
	<b>TOTAL REVENUE</b>	<b>\$4,410,000</b>	<b>\$2,939,998</b>	<b>\$3,036,440</b>	<b>\$4,424,500</b>
	<b>EXPENSES</b>				
50-5-60110	Operation Labor Water Source	\$78,300	\$52,200	\$38,171	\$74,775
50-5-60120	Supplies & Expense	\$10,000	\$6,667	\$4,081	\$10,000
50-5-60130	Maint of Water Source Plant	\$10,000	\$6,667	\$6,736	\$10,000
50-5-62010	Operation Labor Pumping	\$156,600	\$104,400	\$78,978	\$149,550
50-5-62020	Fuel or Power for Pumping	\$225,000	\$150,000	\$104,662	\$200,000
50-5-62030	Operation Expenses Pumping	\$10,000	\$6,667	\$7,940	\$10,000
50-5-63010	Operation Labor Treatment	\$78,300	\$52,200	\$38,171	\$74,775
50-5-63020	Chemicals	\$125,000	\$83,333	\$77,305	\$115,000
50-5-63030	Operation Expenses Treatment	\$20,000	\$13,333	\$9,268	\$20,000
50-5-63040	Maint Water Treatment Plant	\$150,000	\$100,000	\$119,505	\$225,000
50-5-64020	Operation Expenses Maintenance	\$10,000	\$6,667	\$9,626	\$10,000
50-5-64030	Maint Dist Reservoir & Standpipes	\$50,000	\$33,333	\$28,904	\$50,000
50-5-64040	Maint of Mains	\$347,400	\$231,600	\$173,415	\$352,000
50-5-64050	Maint of Services	\$177,100	\$118,067	\$180,961	\$181,000
50-5-64060	Maint of Meters	\$167,700	\$111,800	\$113,110	\$168,500
50-5-64070	Maint of Hydrants	\$25,000	\$16,667	\$5,600	\$25,000
50-5-65010	Meter Reading	\$5,000	\$3,333	\$2,600	\$4,000
50-5-65020	Accounting & Collecting Labor	\$104,000	\$69,333	\$62,299	\$104,000
50-5-65030	Supplies & Expense Accting & Collect	\$20,000	\$13,333	\$13,222	\$25,000
50-5-65040	Uncollectible Accounts	\$20,000	\$13,333	(\$310)	\$20,000
50-5-66010	Admin & General Salaries	\$147,000	\$98,000	\$90,413	\$156,600
50-5-66020	Office Supplies & Exp City Bank	\$130,000	\$86,667	\$79,897	\$130,000
50-5-66030	Outside Services	\$130,000	\$86,667	\$100,799	\$150,000
50-5-66040	Property Insurance	\$50,000	\$33,333	\$36,436	\$50,000
50-5-66050	Injuries & Damages	\$45,000	\$30,000	\$17,382	\$43,000
50-5-66060	Employee Pension & Benefits RHBT	\$288,178	\$192,119	\$164,527	\$252,500
50-5-66080	Regulatory Commission Expense	\$25,257	\$16,838	\$3,378	\$25,000
50-5-66100	Transportation Expense	\$102,000	\$68,000	\$61,255	\$102,000
50-5-66110	Maintenance of General Plant	\$30,000	\$20,000	\$21,917	\$30,000
50-5-66120	Payroll Taxes	\$76,770	\$51,180	\$38,793	\$72,900
50-5-50010	Depreciation Expense	\$900,000	\$600,000	\$600,000	\$900,000
50-5-50030	Interest on LT Debt	\$623,395	\$415,597	\$415,597	\$623,901
50-5-50040	Amortization Debt Discount	\$58,000	\$38,667	\$38,667	\$58,000
	<b>TOTAL EXPENSES</b>	<b>\$4,395,000</b>	<b>\$2,930,001</b>	<b>\$2,743,305</b>	<b>\$4,422,500</b>
	<b>REVENUE - EXPENSES</b>	<b>\$15,000</b>	<b>\$9,997</b>	<b>\$293,134</b>	<b>\$2,000</b>
	Monthly Debt Service Principal & Interest \$120,270		\$10,000		
	Annual Debt Service Principal & Interest \$1,443,250				
	Leases Principal Outstanding \$248,300				
	Note: In FY18 the Working Capital Reserve Fund was fully funded at \$215,819				



Charles Town Utility Board					
Revenue & Expense Budget					SEWER
For the Period 6/30/19 Budget					
Acct. No.	Title of Account (b)	Budget Ending 6/30/18 Approved 4/26/17	Budget At 2/28/2018	Actuals At 2/28/2018	Budget Ending 6/30/19 For Approval 4/11/19
60-40100	Domestic Service Revenue	\$2,150,000	\$1,433,333	\$1,448,704	\$2,160,000
60-40710	SSA Fee - Ranson	\$675,000	\$450,000	\$408,369	\$625,000
60-40810	SSA Fee - JCPSD	\$920,000	\$613,333	\$657,003	\$970,000
60-41200	Customer Forfeited Discounts	\$40,000	\$26,667	\$27,780	\$40,000
60-41500	Misc. Sewer Revenues (Tsf R&R)	\$50,000	\$33,333	\$8,499	\$50,000
60-42500	Sinking Fund Income	\$8,000	\$5,333	\$8,390	\$8,000
	TOTAL REVENUE	\$3,843,000	\$2,561,999	\$2,558,745	\$3,853,000
	EXPENSES				
60-6-70510	Maint of Service Connections	\$5,000	\$3,333	\$2,095	\$5,000
60-6-70520	Maint of Collecting & Trans Mains	\$105,000	\$70,000	\$61,356	\$105,000
60-6-72300	Power & Fuel	\$60,000	\$40,000	\$32,644	\$52,000
60-6-72400	Supplies & Expense	\$15,000	\$10,000	\$12,196	\$15,000
60-6-72600	Maint Structures & Improvements	\$7,000	\$4,667	\$15,945	\$20,000
60-6-72700	Maint Pumping Equipment CT	\$50,000	\$33,333	\$41,463	\$50,000
60-6-72710	Maint Pumping Equipment TUI	\$50,000	\$33,333	\$25,546	\$50,000
60-6-74200	Operation Labor Treatment	\$268,000	\$178,667	\$144,805	\$235,350
60-6-74310	Operation Supplies & Expense WA	\$40,000	\$26,667	\$48,208	\$70,000
60-6-74320	Chemical Treatment Expense	\$200,000	\$133,333	\$93,846	\$170,000
60-6-74325	Chemical Treatment Expense TUI	\$60,000	\$40,000	\$31,337	\$50,000
60-6-74330	Laboratory Supplies & Expense	\$45,000	\$30,000	\$17,525	\$45,000
60-6-74335	Laboratory Supplies & Expense TUI	\$12,000	\$8,000	\$4,866	\$10,000
60-6-74400	Maint Supervision & Engineering Burns	\$85,000	\$56,667	\$45,900	\$85,000
60-6-74600	Maint Treatment & Disposal Equipment	\$175,000	\$116,667	\$69,318	\$175,000
60-6-74610	Maint Treatment & Disposal Equipment T	\$40,000	\$26,667	\$45,542	\$40,000
60-6-74800	Power	\$175,000	\$116,667	\$108,893	\$170,000
60-6-74810	Power TUI	\$125,000	\$83,333	\$73,268	\$110,000
60-6-78300	Billing & Collecting & Accounting	\$93,400	\$62,267	\$60,734	\$93,800
60-6-78400	Uncollectible Accounts	\$5,000	\$3,333	(\$194)	\$5,000
60-6-79100	Admin & General Salaries	\$147,000	\$98,000	\$90,413	\$153,900
60-6-79300	General Office Supplies & Expense	\$60,000	\$40,000	\$39,676	\$60,000
60-6-79500	Special Services (Legal/Rates)	\$225,000	\$150,000	\$175,610	\$275,000
60-6-79700	Regulatory Commission Expense	\$81,000	\$54,000	\$35,368	\$81,000
60-6-79800	Insurance (Property)	\$50,000	\$33,333	\$38,208	\$50,000
60-6-79900	Injuries & Damages (Workers' Comp)	\$10,000	\$6,667	\$15,105	\$29,000
60-6-80010	Employee Insurance (Health)	\$74,000	\$49,333	\$38,480	\$69,500
60-6-80020	Pension & FICA Tax	\$119,100	\$79,400	\$64,749	\$104,000
60-6-80100	Misc. General Expense (Uniforms)	\$7,500	\$5,000	\$4,142	\$7,500
60-6-80200	Maintenance of General Plant	\$10,000	\$6,667	\$4,116	\$10,000
60-6-90300	Transportation	\$25,000	\$16,667	\$21,969	\$35,000
60-6-93000	Interest Long Term Debt *	\$370,000	\$246,667	\$246,667	\$370,000
60-6-93100	Amort. of Debt Discount & Expense	\$57,000	\$38,000	\$38,000	\$57,000
60-6-93900	Depreciation Expense	\$990,950	\$660,633	\$660,633	\$990,950
	TOTAL EXPENSES	\$3,841,950	\$2,561,301	\$2,408,427	\$3,849,000
	REVENUE - EXPENSES	\$1,050	\$698	\$150,318	\$4,000
	Monthly Debt Service Principal & Interest \$108,250		\$700		
	Annual Debt Service Principal & Interest \$1,298,950				
	Leases Principal Outstanding \$0				
	Note: In FY18 the Working Capital Reserve Fund = \$134,912 (50% funded)				