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One Main Street
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DATE: JANUARY 24, 2014
TO: MOUNTAIN BROOK WATER DISTRICT RESIDENTS
FROM: LEVON BEDROSIAN, SPECIAL DISTRICTS ADMINISTRATOR
RE: INFORMATION AND WATER RATE FOR 2014

This correspondence will provide you with the billing structure and rate for water district during the 2014 calendar year. Please retain this information for your records.

For tax preparation purposes, your portion of the interest paid during 2013 on the debt for the water was \$238.32. Please consult with your tax advisor as to the deductibility of these costs.

For calendar year 2013, actual revenues were short \$16,343 of meeting expenditures for the district. The district applied \$19,580 in principal against \$226,120 of debt the district maintains from capital improvements. For 2013, water rates have been increased to offset inflation. Good news is that the quarterly allowance was increased from 10,000 gallons per quarter to 13,000 gallons.

The operations budget for the water system is \$26,494 in 2014. Debt services adds an additional \$28,446. The operation budget is represented in the following components:

Administration - \$8,394 covers annual charges for administrative efforts in the operation and billing. Includes insurances, legal, accounting, computer, mailings and engineer consulting.

Source of Power, Supply and Pumping - \$17,600 covers daily contractual coverage by plant operator, fuel, electricity, cost of water purchased, general system maintenance, testing and funds designated for repair of raw water pumps and equipment.

Purification – includes the cost of chemicals and repair of equipment used in the water treatment process.

Transmission and Distribution - \$ 500 includes the cost of maintenance and repair of pumps, equipment and water mains (piping).

<u>Rate Comparison</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
• Flat Rate per Quarter	\$328.81	\$328.81	\$335.00
• Allowance per Quarter	10,000	10,000	13,000
• Cost per Gallon, above allowance	.0125	.0125	.0125

Each quarter, all accounts will be billed for the flat rate which includes usage up to 13,000 gallons. The flat rate encompasses Debt Services and Operation & Maintenance costs.

Prior to the January, April, July and October billings, water meters will be read to determine water use for each account. Bills will be prepared and reflect the amount of water used during the previous period. **Your actual cost will be directly affected by your water consumption.**

Hydrant Flushing

Hydrant flushing is scheduled for April 30th, July 23rd and October 22nd. During periods when hydrants are flushed you may experience the following:

- Low water pressure or no water.
- Discolored or dirty water. Avoid doing laundry or dishwashing on flushing day.

You should:

- Turn off your icemaker in your refrigerator if you have until after you flush as instructed below.
- After pressure returns, run water until clear. Clean filter screen at faucets.

PAYMENT POLICY

1. Payments are received within 30 days of the billing date without penalty: due date is printed on the invoice.
2. Accounts are charged a 5% late fee on current charges for late or non- payments.
3. Returned Check fee will be applied.
4. For accounts having past due balance as of September 30th, the balance will be sent to Putnam County for levy on the subsequent years property tax.

Resident Safety / Security

Your Safety is our concern. Please know that the operators who take water meter readings do not usually ask to enter your home. Meters are read remotely from the outside of your home. The employee must have identification with them identifying them as a Town Employee or Representative of JCO, Inc., the Contractor. If anyone asks you to go into your home to read a meter or make repairs, you have the right to refuse them until you have confirmed their identity with a call to the Special Districts office at 845-279-8206 or the JCO, Inc. office at 845-888-5755.

Please contact the Special Districts office at 845-279-8206 or e-mail specialdistricts@southeast-ny.gov if you have any questions about this letter or throughout the year.

For Sewer or Water **emergency service**, contact JCO, Inc. (contracted operator) at **845-888-5755**.

Visit the Town's Website for information throughout the year at **southeast-ny.gov**