

City of Alachua

Budget Workshop - Proposed Budget

Enterprise / Internal Service Funds / Budget Wrap-up

Fiscal Year 2022-2023

August 22, 2022

Purpose

- * Provide an overview of FY 2022-2023 Proposed Budgets for:
 - Enterprise Funds
 - Internal Service Fund
- * Provide updates related to prior information
- * Provide timeline for the remainder of the FY 2022-2023 budget process

Enterprise Funds Summary

* The Proposed FY 2022-2023 Enterprise Funds total: \$36,559,494

* Enterprise Funds include:

-Electric Utility:	\$25,043,180
-Water Utility:	\$ 7,187,458
-Wastewater Utility:	\$ 4,229,375
-Mosquito Control:	\$ 99,481

Enterprise Funds Summary

- * Full Time Equivalent (FTE) positions funded: 19.00
 - No additional FTE's
- * Includes:
 - Merit up to 4%
 - Longevity Pay \$500/every 5 yrs. of service up to \$3,000
- * Majority of purchase order and/or project carry forwards added later

Enterprise Funds Revenue Summary

* Grants:	\$ 4,715,000
* Charges for Services:	\$21,207,364
* Miscellaneous:	\$ 412,800
* Non-Operating:	\$10,224,330

Enterprise Funds Revenue Summary

* Grants:

-Water \$ 4,715,000

* Charges for Services:

-Electric Utility \$15,674,264

-Water Utility \$ 2,223,100

-Wastewater Utility \$ 3,250,000

-Mosquito \$ 60,000

Enterprise Funds Revenue Summary

* Miscellaneous:

-Interest	\$ 8,000
-Rents	\$ 32,000
-Penalties	\$ 230,800
-Utility Work Invoices	\$ 129,000
-Other	\$ 13,000

* Non-Operating:

-Fund Balance/Undercollection	\$ 10,224,330
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Electric – Department Summary

* Electric Utility:

Personal Services:	\$ 1,427,905
Operating Expenses:	\$ 814,162
Capital Outlay:	\$ 2,526,700
Debt Service:	\$ 0
Purchased Power:	\$16,882,500
Non-Operating:	<u>\$ 3,391,913</u>
Total Budget:	\$25,043,180

FTEs: 12.00

Electric – Department Summary

* Electric Utility(continued):

* Budget Enhancements:

- Fuel, Communications, Maint.	\$ 18,335
- Equipment Shed	\$ 20,000
- Bucket Truck	\$ 179,500
- Equipment Trailer	\$ 14,000
- 6 Ton Cutter (2)	\$ 5,000
- 6 Ton Crimper	\$ 3,500

Electric – Department Summary

* Electric Utility(continued):

* Capital Improvement Program:

- OD Improvements	\$ 413,200
- UD Projects	\$ 445,000
- OD R&R Projects	\$ 607,000
- UD R&R Projects	\$ 137,000
- Miscellaneous Projects	\$ 435,000
- Substation Improvements	\$ 131,000
- Substation R&R Projects	\$ 145,000

Water – Department Summary

* Water Utility:

Personal Services:	\$ 211,243
Operating Expenses:	\$ 584,600
Capital Outlay:	\$ 4,556,000
Debt Service:	\$ 164,220
Non-Operating:	<u>\$ 1,671,395</u>
Total Budget:	\$ 7,187,458

FTEs: 2.50

Water – Department Summary

* Water Utility (continued):

* Budget Enhancements:

- Fuel, Chemicals, Testing	\$ 9,800
- Chlorine pumps	\$ 25,000
- HVAC	\$ 6,000
- CUP permit	\$ 50,000
- GST maintenance	\$ 90,000

* Capital Improvement Program:

- Water Distribution Impr. Projects	\$ 25,000
- Wellfield Design & Construct	\$ 4,500,000

Wastewater – Department Summary

* Wastewater Utility:

Personal Services:	\$ 473,084
Operating Expenses:	\$ 835,264
Capital Outlay:	\$ 1,471,000
Debt Service:	\$ 621,564
Non-Operating:	<u>\$ 828,463</u>
Total Budget:	\$ 4,229,375

FTEs: 4.50

Wastewater – Department Summary

* Wastewater Utility (continued):

* Budget Enhancements:

- Sludge Removal/Hauling	\$	20,000
- Spray Gun Replacement	\$	4,000
- PC / Workstation	\$	1,400
- Chemicals	\$	29,000
- MCC Building Roof Repairs	\$	26,000
- Mainline camera system	\$	120,000
- Scum baffle	\$	7,000

Wastewater – Department Summary

* Wastewater Utility (continued):

* Capital Improvement Program:

- WWTF Improvement Projects	\$ 91,000
- WWTF R&R Projects	\$ 88,000
- LS Improvement Projects	\$ 75,000
- LS R&R Projects	\$1,000,000
- WW Collection R&R Projects	\$ 90,000

Mosquito – Department Summary

* Mosquito Control:

Personal Services:	\$ 7,773
Operating Expenses:	\$ 41,208
Non-Operating:	<u>\$ 50,500</u>
Total Budget:	\$ 99,481

* Budget Enhancements:

- Chemicals	\$ 7,500
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Internal Service Fund Summary

* The Proposed FY 2022-2023 ISF total: \$3,842,021

* This fund accounts for the following functions:

- Utility Administration
- Utility Billing
- Meter Reading
- Warehouse Operations
- Distribution and Collection
- Safety
- IT
- Series 2016 Debt
- ISF Contingency

Internal Service Fund Summary

- * Full Time Equivalent (FTE) positions funded: 32.00
 - Addition of 1.50 FTE's
- * Includes:
 - Merit up to 4%
 - Longevity Pay \$500/every 5 yrs. of service up to \$3,000
- * Does not include all purchase order and/or project carry forwards

Internal Service Fund Revenue Summary

* Miscellaneous:	\$ 700
* Non-Operating:	\$ 3,841,321
-Electric Transfer	\$ 1,391,913
-Water Transfer	\$ 1,571,395
-Wastewater Transfer	\$ 728,463
-Mosquito Transfer	\$ 25,500
-Use of Retained Earnings	\$ 124,050

ISF - Department Summary

* PS-Utility Administration:

Personal Services:	\$ 1,092,545
Operating Expenses:	<u>\$ 280,360</u>
Total Budget:	\$ 1,372,905

FTEs: 11.00

ISF - Department Summary

* Budget Enhancements:

- Mobile Workflow	\$	2,200
- Computer replacements (2)	\$	2,800
- PS Conf. room	\$	4,000
- ARCGIS / City Works	\$	35,000
- PS IT Support position (1 FTE)	\$	78,820

ISF - Department Summary

* FAS-Utility Billing:

Personal Services:	\$ 362,837
Operating Expenses:	<u>\$ 154,120</u>
Total Budget:	\$ 516,957

FTEs: 6.00

* Budget Enhancements:

- Postage	\$ 8,000
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ISF - Department Summary

* FAS-Operations:

Personal Services:	\$ 357,571
Operating Expenses:	<u>\$ 55,436</u>
Total Budget:	\$ 413,007

FTEs: 5.00

* Budget Enhancements:

- Travel	\$ 2,500
- Training	\$ 5,000

ISF - Department Summary

* PS-Warehouse Operations:

Personal Services:	\$ 127,406
Operating Expenses:	<u>\$ 28,728</u>
Total Budget:	\$ 156,134

FTEs: 2.00

* Budget Enhancements:

- Shelving / storage	\$ 10,000
- Staff Assistant (1.0 FTE)	\$ 56,172

ISF - Department Summary

* PS-Distribution & Collection:

Personal Services:	\$ 533,978
Operating Expenses:	\$ 329,700
Capital Outlay:	<u>\$ 16,000</u>
Total Budget:	\$ 879,678

FTEs: 7.00

ISF - Department Summary

* PS-Distribution & Collection (continued):

* Budget Enhancements:

- Fuel	\$	7,000
- Vehicle/Equipment repair	\$	5,200
- Repair and maintenance	\$	31,990
- Mud pump	\$	6,000
- Valve Exerciser	\$	10,000

ISF - Department Summary

* Human Resources-Safety:

Personal Services:	\$ 41,582
Operating Expenses:	<u>\$ 503</u>
Total Budget:	\$ 42,085

FTEs: 0.50

* Budget Enhancements:

-None

ISF - Department Summary

* FAS-IT:

Personal Services:	\$ 32,658
Operating Expenses:	<u>\$ 7,000</u>
Total Budget:	\$ 39,658

FTEs: 1.00

* Budget Enhancements:

-None

ISF - Department Summary

* Debt-Series 2016:

Debt Service: \$ 281,597

Total Budget: \$ 281,597

General Fund Update

- * FY 2022-2023 Proposed GF Budget total: \$14,651,246
- * Increases \$42,759 revenue / \$109,830 expenditures
- * GF millage recommendation remains at 5.3900 mills
- * Does not include yet residential waste contract changes
- * Does not include all purchase order and/or project carry forwards

Special Revenue Funds Update

Community Redevelopment Agency

* Special Expense-CRA:

Personal Services:	\$ 122,597
Operating Expenses:	\$ 323,417
Capital Outlay:	\$ 88,036
Debt Service:	\$ 99,280
Grants & Aids	\$ 25,000
Non-Operating:	<u>\$ 20,000</u>
Total Budget:	\$ 678,330

* Added \$1,661 to Personal Services

All Funds Summary

- * FY 2022-2023 Proposed Budget total: \$57,651,391
- * Total FTEs: 157.50
- * Remaining budget changes:
 - Residential waste contract changes
 - Purchase order / project carry-forwards

Remaining Budget Calendar

- * August 22, 2022: Second Utility Rate Public Hearing, 6:00p.m.
- * September 12, 2022: CRA Budget Adoption, 5:00p.m.
- * September 12, 2022: First Budget Public Hearing, 6:00p.m.
- * September 12, 2022: Stormwater Assessment Rates Public Hearing, 6:00p.m.
- * September 26, 2022: Final Budget Public Hearing, 6:00p.m.

Questions & Comments

Thank you!