

# City of Alachua

## Budget Workshop - Proposed Budget

Enterprise / Internal Service Funds & Wrap-up

Fiscal Year 2018-2019

August 27, 2018

# Purpose

- \* Provide an overview of the FY 2018-2019 Proposed Budgets for:
  - Enterprise Funds
  - Internal Service Fund
- \* Provide updates related to prior workshop information
- \* Provide timeline for the remainder of the FY 2018-2019 budget process

# Enterprise Funds Summary

\* The Proposed FY 2018-2019 Enterprise Funds total: \$21,399,454

\* Enterprise Funds include:

-Electric Utility:	\$15,185,999
-Water Utility:	\$ 2,768,403
-Wastewater Utility:	\$ 3,382,383
-Mosquito Control:	\$ 62,669

# Enterprise Funds Summary

- \* Full Time Equivalent (FTE) positions funded: 17.00
  - No increase
- \* Includes:
  - COLA 2%
  - Merit Up to 2%
  - Longevity Pay \$500/every 5 yrs. of service
- \* This does not include purchase order/project carry forwards

# Enterprise Funds Revenue Summary

* Charges for Services:	\$18,476,742
* Miscellaneous:	\$ 319,400
* Non-Operating:	\$ 2,603,312

# Enterprise Funds Revenue Summary

\* Charges for Services:

-Electric Utility	\$14,100,000
-Water Utility	\$ 1,708,938
-Wastewater Utility	\$ 2,609,604
-Mosquito	\$ 58,200

# Enterprise Funds Revenue Summary

\* Miscellaneous:

-Interest	\$ 74,500
-Rents	\$ 29,000
-Penalties	\$ 159,000
-Utility Work Invoices	\$ 45,000
-Other	\$ 11,900

\* Non-Operating:

-Fund Balance/Undercollection	\$2,603,312
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# Electric – Department Summary

## \* Electric Utility:

Personal Services:	\$ 945,848
Operating Expenses:	\$ 444,278
Capital Outlay:	\$ 2,051,000
Debt Service:	\$ 470,708
Purchased Power:	\$ 8,382,000
Non-Operating:	<u>\$ 2,892,165</u>
Total Budget:	\$ 15,185,999

FTEs: 10.00



# Electric – Department Summary

\* Budget Enhancements:

-Tablet	\$ 1,000
-Crane Truck	\$ 110,000
-Mini Excavator	\$ 12,000

# Electric – Department Summary

## \* Capital Improvement Program:

-OD Improvements	\$ 315,000
-UD Projects	\$ 425,000
-OD R&R Projects	\$ 175,000
-UD R&R Projects	\$ 115,000
-Street Light Projects	\$ 108,000
-Miscellaneous Projects	\$ 40,000
-Substation Improvement Projects	\$ 275,000

# Water – Department Summary

## \* Water Utility:

Personal Services:	\$ 203,260
Operating Expenses:	\$ 326,821
Capital Outlay:	\$ 1,020,000
Debt Service:	\$ 85,357
Non-Operating:	<u>\$ 1,132,965</u>
Total Budget:	\$ 2,768,403

FTEs: 2.50

# Water – Department Summary

- \* Budget Enhancements:

- No non-CIP enhancements.

- \* Capital Improvement Program:

-Water System Western Expansion	\$ 750,000
-WTF Improvement Projects	\$ 10,000
-WTF R&R Projects	\$ 35,000
-Water Distribution R&R	\$ 215,000

# Wastewater – Department Summary

## \* Wastewater Utility:

Personal Services:	\$ 404,684
Operating Expenses:	\$ 614,104
Capital Outlay:	\$ 1,106,000
Debt Service:	\$ 658,511
Non-Operating:	<u>\$ 599,084</u>
Total Budget:	\$ 3,382,383

FTEs: 4.50

# Wastewater – Department Summary

\* Budget Enhancement:

-Tablet	\$ 1,000
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\* Capital Improvement Program:

-Wastewater System Western Expansion	\$ 750,000
-WWTF Improvements Projects	\$ 10,000
-WWTF R&R Projects	\$ 58,000
-LS Improvement Projects	\$ 66,000
-LS R&R Projects	\$ 162,000
-WW Collection R&R Projects	\$ 24,000

# Mosquito – Department Summary

## \* Mosquito Control:

Personal Services:	\$ 7,550
Operating Expenses:	\$ 29,032
Capital Outlay:	\$ 10,500
Non-Operating:	<u>\$ 15,587</u>
Total Budget:	\$ 62,669

## \* Budget Enhancements:

-Chemicals	\$ 4,000
-Sprayer Replacement	\$ 8,000
-Mosquito Truck GPS/Smart System	\$ 2,500

# Internal Service Fund Summary

- \* The Proposed FY 2018-2019 ISF total: \$2,697,859
- \* This fund accounts for the following functions:
  - Utility Administration
  - Utility Billing
  - Meter Reading
  - Warehouse Operations
  - Distribution and Collection
  - Safety Compliance
  - IT
  - Series 2016 Debt
  - ISF Contingency



# Internal Service Fund Summary

- \* Full Time Equivalent (FTE) positions funded: 26.50
  - No increase
- \* Includes:
  - COLA 2%
  - Merit Up to 2%
  - Longevity Pay \$500/every 5 yrs. of service
- \* This does not include purchase order/project carry forwards

# Internal Service Fund Revenue Summary

* Miscellaneous	\$ 9,000
* Non-Operating:	\$ 2,688,859
-Electric Transfer	\$ 892,165
-Water Transfer	\$ 1,082,965
-Wastewater Transfer	\$ 483,755
-Mosquito Transfer	\$ 15,587
-Use of Retained Earnings	\$ 214,387

# ISF - Department Summary

## \* PS-Utility Administration:

Personal Services:	\$ 604,311
Operating Expenses:	\$ 217,932
Capital Outlay:	<u>\$ 3,600</u>
Total Budget:	\$ 825,843

FTEs: 8.00

## \* Budget Enhancements:

-Tablets (2)	\$ 2,000
-Computer	\$ 1,600

# ISF - Department Summary

## \* FAS-Utility Billing:

Personal Services:	\$ 312,020
Operating Expenses:	\$ 132,950
Capital Outlay:	<u>\$ 4,800</u>
Total Budget:	\$ 449,770

FTEs: 6.00

## \* Budget Enhancements:

-Computers (4)	\$ 4,800
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# ISF - Department Summary

\* FAS-Meter Reading:

Personal Services:	\$ 249,912
Operating Expenses:	\$ 32,977
Capital Outlay:	<u>\$ 0</u>
Total Budget:	\$ 282,889

FTEs: 4.00

\* Budget Enhancements:

-None

# ISF - Department Summary

## \* PS-Warehouse Operations:

Personal Services:	\$	53,151
Operating Expenses:	\$	26,980
Capital Outlay:	\$	<u>0</u>
Total Budget:	\$	80,131

FTEs: 1.00

## \* Budget Enhancements:

-None.

# ISF - Department Summary

## \* PS-Distribution & Collection:

Personal Services:	\$ 364,058
Operating Expenses:	\$ 257,002
Capital Outlay:	<u>\$ 67,000</u>
Total Budget:	\$ 688,060

FTEs: 6.00

# ISF - Department Summary

## \* Budget Enhancements:

-Tablet	\$ 1,000
-Trailer	\$ 18,000
-Tapping Machine	\$ 12,000
-Valve Exerciser	\$ 15,000
-Insertion Valve	\$ 15,000
-UV Shed	\$ 6,000



# ISF - Department Summary

\* Compliance-Safety:

Personal Services:	\$ 33,687
Operating Expenses:	<u>\$ 460</u>
Total Budget:	\$ 34,147

FTEs: 0.50

\* Budget Enhancements:

-None

# ISF - Department Summary

\* FAS-IT:

Personal Services:	\$ 58,853
Operating Expenses:	<u>\$ 0</u>
Total Budget:	\$ 58,853

FTEs: 1.00

\* Budget Enhancements:

-None.

# ISF - Department Summary

\* Debt Series 2016:

Debt Service:	<u>\$ 228,166</u>
Total Budget:	\$ 228,166

# ISF - Department Summary

\* Non Departmental-Contingency:

Non-Operating:	<u>\$ 50,000</u>
Total Budget:	\$ 50,000

# General Fund Update

- \* City Manager - Executive:

  - Conference Room Furniture \$ 5,000

- \* Deputy City Clerk:

  - Certification Incentive \$ 2,200

- \* FY 2018-2019 Proposed GF Budget total: \$12,931,345

- \* GF millage recommendation remains at 5.3900 mills

# Special Revenue Funds Update

## Wild Spaces Public Places

\* Recreation-WSPP:

Capital Outlay:	<u>\$3,310,083</u>
Total Budget:	\$3,310,083

- Legacy Phase 2A
- Includes advance of sales surtax funding from GF

# Special Revenue Funds Update Community Redevelopment Agency

\* Special Expense-CRA:

Personal Services:	\$ 104,229
Operating Expenses:	\$ 273,339
Capital Outlay:	\$ 129,977
Debt Service:	\$ 99,280
Grants & Aids	\$ 20,000
Non-Operating:	<u>\$ 10,000</u>
Total Budget:	\$ 636,825

FTEs: 1.00

# All Funds Summary

- \* FY 2018-2019 Proposed Budget total: \$41,904,471
- \* Total FTEs: 133.50



# Remaining Budget Calendar

- \* September 10, 2018: CRA Budget Adoption, 5:00p.m.
- \* September 10, 2018: First Budget Public Hearing, 6:00p.m.
- \* September 13, 2018: Stormwater Assessment Rates Public Hearing, 3:00p.m.
- \* September 24, 2018: Final Budget Public Hearing, 6:00p.m.

# Questions & Comments

Thank you!