

# 2019 Final Adopted Budget

FISCAL YEAR ENDING SEPTEMBER 30, 2019

Adopted November 14, 2019 Resolution 20-01



#### **RESOLUTION # 20-01**

# **RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IMMOKALEE WATER AND SEWER DISTRICT ADOPTING THE FINAL 2019 FISCAL YEAR BUDGET.**

WHEREAS, the Board of Commissioners of the IMMOKALEE WATER AND SEWER DISTRICT (hereinafter referred to as the "Board") is empowered to construct, operate and maintain a Water and Sewer System (the "System") as described in Florida Statute Chapter 78-494, Laws of Florida, which was amended by chapters 93-366, 94-489, and 95-492, Laws of Florida, was codified, reenacted, amended, and repealed as Chapter No. 98-495, was amended in Chapter 2005-298; and was amended in Chapter 2015-205; and

**WHEREAS**, the Board is authorized and empowered to make rules and regulations for its own government and proceedings; and

**WHEREAS**, the Board met reviewed, amended, and *adopted* the final budget for the Fiscal year ending September 30, 2019, during a publicly advertised meeting on November 14, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE IMMOKALEE WATER AND SEWER DISTRICT, in public meeting assembled that the following Final 2019 Fiscal Year be adopted and recognized as Resolution 20-01:

SOURCES AND USES OF FUNDS	2019	2019	2019
	ORIGINAL	1ST AMENDMENT	FINAL
SOURCES OF FUNDS			
Charges for Services			
Water	\$3,557,954	\$3,754,465	\$3,835,620
Wastewater Charges	5,235,708	5,463,038	5,390,755
Meter Service Charges	717,114	751,981	748,565
Reconnection and Transfer Fees	117,943	110,072	107,280
Miscellaneous Charges and Fees	75,189	83,043	105,084
Late Fees	90,809	72,289	74,960
Cross Connection Control fee	321,786	321,786	354,170
Total Charges for Services	\$10,116,503	\$10,556,673	\$10,616,435
Non-Operating Revenue			
Interest Income	\$58,000	\$149,664	\$149,616
Interest Income - Assessments	0		0
Assessment Interest Income	0		0
Contributed Capital - Grant/FDEP	0		0
Contributed Capital - Grant- USDA	1,817,742	2,486,568	2,486,568
Contributed Capital - Customers	54,540	59,080	71,714
Contributed Capital - Developers	70,000	70,000	0
Debt Proceeds - USDA	0		0
Debt Proceeds - FDEP	0		0
Hurricane Irma	0	174,715	174,715
Other Non-Operating Revenue	35,122	40,665	39,258
Master Plan			0
Grant / Insurance Proceeds	0	0	0
Total Non-Operating Revenue	\$2,035,404	\$2,980,692	\$2,921,871
TOTAL SOURCES OF FUNDS	\$12,151,906	\$13,537,365	\$13,538,306
USES OF FUNDS	φ12,131,300	φ13,337,303	ψ13,330,300
Operations and Maintenance			
Water Treatment and Distribution	\$2,036,778	\$2,172,079	\$1,908,255
Wastewater Treatment	2,045,156	1,919,142	1,868,448
Wastewater Collection	900,219	896,185	744,644
Customer Service and Administration	1,509,400	1,646,725	1,619,722
Maintenance Department	797,319	733,392	476,243
Depreciation	1,993,656	1,825,341	1,950,054
Doprociation	1,000,000	1,020,011	1,000,004
Total O & M Expenditures	\$9,282,528	\$9,192,864	\$8,567,366
Capital Expenditures	,, <u>_</u> _,	<b>, , , , , , , , , , , , , , , , , , , </b>	
Water Treatment and Distribution	\$1,907,282	\$2,545,648	\$2,558,282
Wastewater Treatment	0	0	0
Wastewater Collection	35,000	35,000	0
Customer Service and Administration	0	0	0
Maintenance Department	0	0	0
Total Capital Expenditures	\$1,942,282	\$2,580,648	\$2,558,282
Debt Service			
Principal	\$903,020	\$903,020	\$903,020
Interest	1,039,920	1,039,920	1,039,920
Total Debt Service	\$1,942,940	\$1,942,940	\$1,942,940
Undesignated	\$0	\$3,943,135	\$3,943,135
Previous Designated Balance Forward	\$7,678,644	\$7,389,086	\$7,389,086
Designated Funds			
Additions	\$1,513,972	\$1,788,519	\$1,362,414
Reductions	(\$1,990,671)	(\$1,076,178)	(\$1,118,454)
Total Designated Funds	\$7,201,945	\$8,101,426	\$7,633,046
Other Uses of Funds			
Bad Debt Expense	\$35,000	35,000	12,361
(Gain) Loss on Disposal of Assets	25,000	25,000	(39,191)
Total Other Uses of Funds	\$60,000	\$60,000	(\$26,830)
TOTAL USES OF FUNDS	\$13,227,750	\$13,776,452	\$13,041,758
Transfer from reserves to operations	\$1,075,844	\$174,896	\$276,387
EXCESS (DEFICIENCY) OF	(1,075,844)	(174,896)	(276,387)
SOURCES OVER USES OF FUNDS	0	\$0	\$0

## **OPERATIONS**

AND

MAINTENANCE

**OPERATIONS AND MAINTENANCE EXPENDITURES** 

#### **PROGRAM 1000 - Water Treatment and Distribution**

CODE	DESCRIPTION	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
		ORIGINAL		TINAL
		•	• • • • • • •	<b>.</b>
1100	Salaries and Wages	\$709,143	\$709,143	\$651,457
1410	Overtime	85,333	85,333	
2110	FICA	60,777	60,777	54,316
2540	Unemployment Taxes	320	800	810
2200	Employer Pension Contribution	42,549		
2310	Health/Life Insurance	292,186	229,827	
2430	Workers Compensation	34,584	37,146	36,878
4010	Travel and Training	26,000	26,000	23,462
4110	Telephone and Fax	7,648	7,963	
4350	ElectricAll Other	173,925	167,716	
4510	General Liability Insurance	20,909	19,317	
4530	Comprehensive Auto Insurance	9,395	9,524	
4590	Other Insurance	84,351	75,410	· · · · ·
4640	Repairs & Maintenance	178,042	178,042	90,047
4630	Other Contract Services	36,955	34,512	
5220	Vehicle Fuel	29,505	27,020	
4650	Vehicle Maintenance	16,157	26,942	18,914
	Vehicle Lease		3,355	3,354
3310	Licenses and Permits	15,101	15,101	4,350
5240	Chemicals	116,320	102,495	
5340	Other Materials	62,604	284,261	258,695
5280	Laboratory Fees	27,001	20,872	
5270	Uniforms/Clothing Allowance	3,900	3,900	3,005
5410	Memberships/Periodicals/Books	4,075	4,075	1,992
	COLUMN TOTALS	\$2,036,778	\$2,172,079	\$1,908,255

**OPERATIONS AND MAINTENANCE EXPENDITURES** 

**PROGRAM 2000 - Wastewater Treatment** 

CODE	DESCRIPTION	2019	2019	2019
		ORIGINAL	<b>1ST AMENDMENT</b>	FINAL
1110	Salaries and Wages	\$560,503	\$585,913	\$599,415
1410	Overtime	25,841	25,841	10,254
2110	FICA	44,855	46,799	
2540	Unemployment Taxes	240	760	675
2200	Employer Pension Contribution	33,630	35,155	28,763
2310	Health/Life Insurance	192,615	140,489	136,894
2430	Workers Compensation	20,313	20,035	19,675
4010	Travel and Training	18,000	18,000	8,388
4110	Telephone and Fax	4,016	4,016	3,498
4350	Electric	253,158	216,636	211,766
4370	Section 8 Electric	6,507	6,736	5,194
4510	General Liability Insurance	20,909	19,317	19,317
4530	Comprehensive Auto Insurance	5,480	4,082	4,082
4590	Other Insurance	79,348	70,718	70,718
4920	Section 8 Field Maintenance	17,372	17,372	0
4640	Repairs & Maintenance	212,343	227,903	257,959
4660	Section 8 Repairs	38,220	38,220	10,500
4630	Other Contract Services	15,598	12,777	13,629
5220	Vehicle Fuel	10,057	8,049	8,618
4650	Vehicle Maintenance	15,829	7,745	3,979
	Vehicle Lease		2,460	
3310	Licenses and Permits	5,234	13,464	
5240	Chemicals	109,758	115,275	
5340	Other Materials	53,857	53,857	60,196
5280	Laboratory Fees	51,066	38,580	
4910	Residuals Management	245,522	184,059	-
5270	Uniforms/Clothing Allowance	2,400	2,400	1,758
5410	Memberships/Periodicals/Books	2,485	2,485	988
	COLUMN TOTALS	\$2,045,156	\$1,919,142	\$1,868,448

#### **OPERATIONS AND MAINTENANCE EXPENDITURES**

#### PROGRAM 3000 - Wastewater Collection Dept.

CODE	DESCRIPTION	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
1110 1410 2110 2540 2200 2310 2430 4010 4110 4350 4510 4530 4510 4530 4590 4640 4630 5220 4650 3310 5240 5340 5270	Salaries and Wages Overtime FICA Unemployment Taxes Employer Pension Contribution Health/Life Insurance Workers Compensation Travel and Training Telephone and Fax Electric General Liability Insurance Comprehensive Auto Insurance Other Insurance Repairs & Maintenance Other Contract Services Vehicle Fuel Vehicle Maintenance Vehicle Lease Licenses & Permits Chemicals Other Materials Uniforms/Clothing Allowance	\$365,764 35,360 30,686 100 21,946 114,542 13,896 12,000 2,152 35,477 20,909 5,480 3,221 138,958 9,716 17,382 12,032 4,000 0 53,684 1,800	\$365,764 35,360 30,686 322 21,946 119,267 13,158 12,000 1,932 31,221 19,316 5,442 2,881 138,958 10,084 14,206 14,224 8,270 3,000 4,617 41,041 1,800	\$346,763 17,207 27,704 322 19,824 101,828 12,976 11,760 2,003 30,836 19,316 5,442 1,881 66,678 9,278 9,919 7,994 8,264 0 5,756 36,737 1,372
5410	Memberships/Periodicals/Books	\$900,219	\$896,185	\$744,644

FISCAL YEAR 2019 BUDGET

**OPERATIONS AND MAINTENANCE EXPENDITURES** 

**PROGRAM 4000 - Customer Service / Administration** 

CODE	DESCRIPTION	2010	2010	2010
CODE	DESCRIPTION	2019	2019	2019
-		ORIGINAL	1ST AMENDMENT	FINAL
1110	Salaries and Wages	\$729,366	\$729,366	\$675,656
1410	Overtime	3,803	3,803	1,527
2110	FICA	56,087	56,087	49,022
2540	Unemployment Taxes	341	919	811
2200	Employer Pension Contribution	42,502	43,762	37,067
2310	Health/Life Insurance	177,913	170,251	168,334
2430	Workers Compensation	1,851	1,881	1,841
3120	Legal Services	43,000	103,702	152,023
3130	Legal Services - Sewer Assessments	0	0	0
3130	Other Professional Services	1,500	1,500	765
3210	Accounting/Auditing	49,000	58,005	62,795
3140	Engineering Services	143,560	143,560	142,444
3140	Engineering Services - SRF	0	0	0
4010	Travel and Training	34,000	34,000	24,013
4110	Telephone and Fax	4,456	4,456	3,787
4210	Postage & Freight	36,629	37,497	36,099
4510	General Liability Insurance	4,349	4,041	4,041
4530	Comprehensive Auto Insurance	782	680	680
4590	Other Insurance	46,465	40,751	40,751
4630	Other Contract Services	4,972	5,124	9,786
4640	Repairs & Maintenance	30,711	79,628	86,412
5220	Vehicle Fuel	273	280	117
4650	Vehicle Maintenance	208	0	0
	Vehicle Lease		2,146	2,145
5130	Office Supplies	30,847	30,847	10,491
4930	Misc. Office Expense	40,137	57,530	84,993
4930	Misc. Bank Fees	6,370	11,376	9,626
4930	Misc. Expense	826	5,125	4,253
4930	Arrowhead Assessment Exp.	3,000	3,000	0
4930	Advertising	2,578	3,535	4,596
3310	Licenses and Permits	1,641	1,641	336
5410	Memberships/Periodicals/Books	12,231	12,231	5,313
	COLUMN TOTALS	\$1,509,400	\$1,646,725	\$1,619,722
			<u>.                                    </u>	

#### **OPERATIONS AND MAINTENANCE EXPENDITURES**

#### **PROGRAM 5000 - MAINTENANCE**

CODE	DESCRIPTION	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
1110 1410 2110 2540 2200 2310 2430 4010 4110 4510 4530 4640 4630 5220 4650 3310 5340 5270	Salaries and Wages Overtime FICA Unemployment Taxes Employer Pension Contribution Health/Life Insurance Workers Compensation Travel and Training Telephone and Fax General Liability Insurance Comprehensive Auto Insurance Repairs & Maintenance Other Contract Services Vehicle Fuel Vehicle Fuel Vehicle Maintenance Vehicle Lease Licenses and Permits Other Materials Uniforms/Clothing Allowance	\$407,951 27,179 33,287 150 24,477 146,031 15,074 14,000 1,321 2,619 9,395 20,209 4,295 13,630 32,345 14,003 27,385 2,100	33,287 282 24,477 112,300 13,629 14,000 1,849 2,397 8,163 20,209 4,780 12,291 9,613 8,227 1,404 27,385	14,885 183 20,485 113,676 13,651 5,953 1,819 2,397 8,163 33,066 5,551 7,897 13,335 8,226 750 25,289
5410	Memberships/Periodicals/Books COLUMN TOTALS	1,869 \$797,319	1,869 \$733,392	1,091 \$476,243

CAPITAL OUTLAY

WATER TREATMENT AND DISTRIBUTION CAPITAL OUTLAY	CAPITAL PROPOSAL NUMBER	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
OTHER CAPITAL & EMERGENCY FUNDS* METER REPLACEMENT PROGRAM BACKFLOW PREVENTER PARTS SR 29 ENGINEERING BALDER PUMP CR 846 ENGINEERING	2019-101 2019-102	88,949 150,000 140,000	150,000	93,862 160,187 - 15,187 5,890 38,920
PROJECTS FINANCED FROM RESERVE FUNDS -		-378,949	-402,86 <mark>6</mark>	-314,046
USDA AC & UNDERSIZED WATER LINES - Loan USDA AC & UNDERSIZED WATER LINES - Grant Contributed Capital - Developer Contributed Capital - Customer		320,000 1,497,742 35,000 54,540	2,486,568 0	- 2,486,568 0 71,714
TOTALS		1,907,282	2,545,648	2,558,282

WASTEWATER TREATMENT CAPITAL OUTLAY	CAPITAL PROPOSAL NUMBER	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
OTHER CAPITAL & EMERGENCY FUNDS* CLARIFER REHAB ENGINEERING RAS 1& 2 VZCOM SPRAYFIELD MONITORING CDQ PUMP VA	2019-201	65,446 148,829	1,786 117,469 14,227 7,046 10,087 32,300	80,840 14,227 7,046 10,087
PROJECTS FINANCED FROM RESERVE FUNDS -		-214,275	-182,915	-141,331
USDA FUNDED PROJECT LOAN - WWTP EXPANSION USDA FUNDED PROJECT GRANT * ESTIMATED 2013				
TOTALS		\$0	\$0	\$0

WASTEWATER COLLECTION CAPITAL OUTLAY	CAPITAL PROPOSAL NUMBER	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
OTHER CAPITAL & EMERGENCY FUNDS* MANHOLE REPLACEMENT LIFT STATION REPLACEMENT PARTS-ONGOING GENERATORS THOMPSON PUMP PUMPWATCH UPGRADE MANHOLE COATINGS K4 & R7 LIFT STATION X2 LIFT STATION X8	2019-301 2019-302 2019-303 2019-304 2019-305	65,446 50,000 50,784 39,194 6,000 19,323	50,000 50,000 50,626 38,250 6,000	50,000 50,626 38,250 6,000 19,323
PROJECTS FINANCED FROM RESERVE FUNDS -		-280,747	-279,645	-289,753
Contributed Capital - Developer -		35,000	35,000	-
TOTALS		\$35,000	\$35,000	\$0

CUSTOMER SERVICE / ADMINISTRATION CAPITAL OUTLAY	CAPITAL PROPOSAL NUMBER	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
OTHER CAPITAL & EMERGENCY FUNDS*		35,856	29,962	29,962
New Server			14,662	14,662
				0 0 0
PROJECTS FINANCED FROM RESERVE FUNDS -		-35,856	-44,624	-44,624
USDA FUNDED PROJECT LOAN USDA FUNDED PROJECT GRANT *				
TOTALS		0	0	0

MAINTENANCE CAPITAL OUTLAY	CAPITAL PROPOSAL NUMBER	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
OTHER CAPITAL & EMERGENCY FUNDS* MAINTENANCE BUILDING		5,000	5,000	5,000 47,313
PROJECTS FINANCED FROM RESERVE FUNDS -		-5,000	-5,000	-52,313
TOTALS		\$0	\$0	\$0

# DEBT

# SERVICE

DEBT SERVICE EXPENDITURES 2019 2019 2019 ORIGINAL **1ST AMENDMENT** FINAL DEBT SERVICE EXPENDITURES SERIES A REVENUE BONDS Principal 120,000 120,000 120,000 12,000 12,000 12,000 Interest SERIES B REVENUE BONDS Principal 35.000 35.000 35.000 3,900 3,900 3,900 Interest SERIES 1985 REVENUE BONDS Principal 26,000 26,000 26,000 10,898 10,898 10,898 Interest SERIES 1989 REVENUE BONDS Principal 118,000 118,000 118,000 Interest 104,400 104,400 104,400 SERIES 1990 REVENUE BONDS Principal 8,000 8,000 8,000 6,950 6,950 6,950 Interest SERIES 1996 REVENUE BONDS 111,000 111,000 111,000 Principal Interest 148,728 148,728 148,728 SERIES 1998 REVENUE BONDS 18.000 Principal 18.000 18.000 26,010 26,010 26,010 Interest SERIES 2001 REFUNDING BONDS (USDA) 45,000 45,000 45,000 Principal Interest 79,425 79,425 79,425 SERIES 2008 REVENUE BONDS (USDA) Principal 53,000 53,000 53,000 130,244 130,244 130,244 Interest SERIES 2013 REVENUE BONDS (USDA) 55,000 55,000 55,000 Principal Interest 118,275 118.275 118,275 SERIES 2013 REVENUE BONDS (USDA)- Assessment Principal Interest SERIES 2018A REVENUE BONDS 147,000 147,000 147,000 Principal Interest 202,500 202,500 202,500 SERIES 2018B REVENUE BONDS 132,000 132,000 132,000 Principal Interest 183,015 183,015 183,015 FDEP LOAN DW110120 Principal 19,384 19,384 19,384 7,936 7,936 7,936 Interest FDEP LOAN DW110121 Principal 15,636 15,636 15,636 5,639 5,639 Interest 5,639 Total Principal 903,020 903,020 903,020 1,039,920 1,039,920 1,039,920 **Total Interest** TOTAL DEBT SERVICE EXPENDITURES \$1,942,940 \$1.942.940 \$1 942 940

DEBT SERVICE RESERVES	2019 ORIGINAL	2019 1ST AMENDMENT	2019 FINAL
DEBT SERVICE RESERVES			
SERIES A REVENUE BONDS Annual Reserve Reserve Balance	0 151,008	0 151,008	0 151,008
SERIES B REVENUE BONDS Annual Reserve Reserve Balance	0 20,592	0 20,592	0 20,592
SERIES 1985 REVENUE BONDS Annual Reserve Reserve Balance	0 37,680	0 37,680	0 37,680
SERIES 1989 REVENUE BONDS Annual Reserve Reserve Balance	0 404,518	0 404,518	0 404,518
SERIES 1990 REVENUE BONDS Annual Reserve Reserve Balance	0 27,931	0 27,931	0 27,931
SERIES 1996 REVENUE BONDS Annual Reserve Reserve Balance	0 426,868	0 426,868	0 426,868
SERIES 1998 REVENUE BONDS Annual Reserve Reserve Balance	0 31,500	0 31,500	0 31,500
SERIES 2001 REVENUE BONDS Annual Reserve Balance	0 52,250	0 52,250	0 52,250
SERIES 2008 REVENUE BONDS (USDA) Annual Reserve Balance	0 183,720	0 183,720	0 183,720
SERIES 2013 REVENUE BONDS (USDA) Annual Reserve Balance	20,000	20,000 123,333	0 0 20,000 123,333
SERIES 2018 REVENUE BONDS (USDA) Annual Reserve Balance	123,333 191,868 271,813	123,333 191,868 271,813	123,333 191,868 271,813
LESS BALANCE IN SPECIAL RESTRICTED RESERVE	165,900	165,900	165,900
Total Annual Reserves Reserve Balance	211,868 1,565,313	211,868 1,565,313	211,868 1,565,313

Unrestricted Net Assets	2018 ACTUAL	2019 ADOPTED	2019 1ST AMENDMENT	2019 FINAL
Designated Funds				
Designated for emergencies Additions to fund Reductions to fund	0 (279,000)	40,000	40,000	40,000
Net emergency fund	721,000	761,000	761,000	761,000
Designated for operations (6 months) Additions to fund Reductions to fund	0	127,797	401,344	26,239
Net operation funds	3,282,417	3,644,436	3,683,761	3,308,656
Designated for vehicle replacement Additions to fund Reductions to fund				
Net vehicle replacement fund	527,483	464,485	527,483	527,483
Designated for capital equipment Additions to fund Reductions to fund		900,000 (914,827)	901,000 (901,282)	850,000 (842,067)
Net capital/equipment fund	538,483	542,158	538,201	546,416
Designated for maintenance reserve/Wastewater Additions to fund Reductions to fund		240,055	240,055	240,055
Net maintenance reserve	2,829,327	3,069,382	3,069,382	3,069,382
Designated for maintenance reserve - Water Additions to fund Reductions to fund	206,120	206,120	206,120	206,120
Net maintenance reserve	206,120	412,240	412,240	412,240
Transfer to operations		(1,075,844)	(174,896)	(276,387)
Undesignated	3,193,971	317,070	3,943,135	3,943,135
Total Designated funds Undesignated funds Total additions Total reductions Balance	8,104,830 3,193,971 446,175 (279,000) 11,092,681	8,893,701 317,070 1,513,972 (1,990,671) 8,134,927	8,992,067 3,943,135 1,788,519 (1,076,178) 12,760,306	8,625,177 3,943,135 1,362,414 (1,118,454) 12,291,925

# **PASSED AND DULY ADOPTED** by the Board of Commissioners of the IMMOKALEE WATER AND SEWER DISTRICT, this <u>14th</u> day of November 2019.

#### BOARD OF COMMISSIONERS IMMOKALEE WATER AND SEWER DISTRICT

BY:\_\_\_\_\_

Joseph Brister Chairman BY: \_\_\_\_\_

Bonnie Keen Secretary