

WASTEWATER DEPARTMENT

**CITY OF EUSTIS, FLORIDA
ANNUAL BUDGET
DEPARTMENT SUMMARY**

**FUND: WATER & SEWER REVENUE FUND
DEPARTMENT: WASTEWATER
PROGRAM: SUMMARY**

<u>Activities Included:</u>	<u>Amount</u>	<u>Employee FTE</u>
Administration	135,606	2
Collection & Lift Station	412,616	3
Treatment	556,372	5
Laboratory	149,879	2
Disposal	146,873	1
Sludge Disposal	159,500	0
Eastern Wastewater Plant	201,090	2
Environmental Compliance	49,358	1
Eastern Lift Stations	<u>55,276</u>	<u>1</u>
Subtotal	1,866,570	17
One Time Costs	(72,200)	
Increase In Recurring Revenue	<u>-</u>	
Net Recurring Budget Request	1,794,370	

<u>Budget Summary</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>
<u>Description:</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
Personal Services	824,683	883,792	908,700
Operating Expenses	<u>778,117</u>	<u>829,355</u>	<u>885,670</u>
Subtotal	1,602,800	1,713,147	1,794,370
Capital	136,644	155,600	72,200
Other	<u>-</u>	<u>-</u>	<u>-</u>
Total	1,739,444	1,868,747	1,866,570
Employees:	18	18	17

Authorized Personnel

<u>Position Title</u>	<u>FTE</u>
Director	1
Staff Assistant III	1
Lift Station Operator	2
Lift Station Mechanic	1
Utility Supervisor	1
Utility Foremen	1
Utility Worker III	2
Lead Operator	1
Operator B	1
Operator C-I	2
Operator C-II	1
Laboratory Manager	1
Laboratory Technician	1
Environmental Compliance Inspector II	<u>1</u>
Total	17

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Administration
		350-535

ACCT.		Actual	Actual	Estimate	Budget
<u>NO.</u>	<u>DESCRIPTION</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1011/12	Regular Salaries & Wages	91,404	93,482	93,379	93,524
1014	Overtime	0	99	300	300
1016	Christmas Bonus	520	520	520	0
1021	F.I.C.A. Taxes	7,460	7,369	6,915	7,178
1022	Florida Retirement	5,447	6,123	6,123	6,538
1023	Life & Health Insurance	14,880	15,000	15,600	15,600
1024	ICMA Retirement	<u>1,639</u>	<u>1,645</u>	<u>1,663</u>	<u>1,716</u>
	subtotal	121,350	124,238	124,500	124,856
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	1,261	1,154	0	0
3034	Other Contractual Services	0	0	0	2,000
3040	Travel & Per Diem	580	2,520	700	900
3041	Communication Services	1,665	1,345	1,200	1,300
3042	Transportation	579	363	500	400
3046	Repair & Maintenance	457	470	600	600
3051	Office Supplies	1,444	1,932	1,500	1,200
3052	Operating Supplies	1,525	1,808	1,200	1,200
3054	Books, Publ., Subscr.	168	410	200	250
3055	Employee Study Expense	<u>597</u>	<u>920</u>	<u>700</u>	<u>900</u>
	subtotal	8,276	10,922	6,600	8,750
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>4,110</u>	<u>2,434</u>	<u>5,800</u>	<u>2,000</u>
	subtotal	4,110	2,434	5,800	2,000
	TOTAL	<u>133,736</u>	<u>137,594</u>	<u>136,900</u>	<u>135,606</u>

CAPITAL OUTLAY

Desktop Computer	2,000
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**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Collection & Lift Station 351-535

ACCT. NO.	DESCRIPTION	Actual FY 06-07	Actual FY 07-08	Estimate FY 08-09	Budget FY 09-10
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	91,646	105,560	108,283	110,369
1014	Overtime	4,172	3,959	5,743	5,200
1016	Christmas Bonus	520	595	780	0
1021	F.I.C.A. Taxes	6,598	7,236	8,300	8,841
1022	Florida Retirement	7,572	7,594	7,987	8,138
1023	Life & Health Insurance	19,840	22,500	23,400	23,400
1024	ICMA Retirement	<u>1,136</u>	<u>1,803</u>	<u>1,900</u>	<u>1,898</u>
	subtotal	131,484	149,247	156,393	157,846
	<u>OPERATING EXPENSES</u>				
3034	Other Contractual Services	3,928	7,259	0	3,000
3040	Travel & Per Diem	0	1,714	1,400	1,500
3041	Communication Services	13,116	11,059	13,000	15,000
3042	Transportation	0	0	0	0
3043	Utility Services	40,513	37,977	44,000	44,000
3046	Repair & Maintenance	30,730	28,786	33,500	48,000
3051	Office Supplies	200	150	0	150
3052	Operating Supplies	131,968	132,354	133,000	135,000
3054	Books, Publ., Subscr.	89	85	0	120
3055	Employee Study Expense	<u>596</u>	<u>789</u>	<u>1,400</u>	<u>1,500</u>
	subtotal	221,140	220,173	226,300	248,270
	<u>CAPITAL OUTLAY</u>				
6062	Buildings	0	0	0	0
6063	Improv. O/T Buildings	0	0	0	0
6064	Machinery & Equipment	<u>44,802</u>	<u>33,636</u>	<u>74,000</u>	<u>6,500</u>
	subtotal	44,802	33,636	74,000	6,500
	TOTAL	<u>397,426</u>	<u>403,056</u>	<u>456,693</u>	<u>412,616</u>

CAPITAL OUTLAY
Valve Replacement (1)

6,500

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Treatment 352-535

ACCT. <u>NO.</u>	<u>DESCRIPTION</u>	<u>Actual FY 06-07</u>	<u>Actual FY 07-08</u>	<u>Estimate FY 08-09</u>	<u>Budget FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	160,678	196,216	193,400	206,510
1014	Overtime	5,030	6,238	5,625	8,000
1016	Christmas Bonus	1,055	1,440	1,560	0
1021	F.I.C.A. Taxes	10,130	14,943	14,800	16,410
1022	Florida Retirement	3,197	3,267	3,365	3,507
1023	Life & Health Insurance	39,680	41,875	39,000	39,000
1024	ICMA Retirement	<u>8,571</u>	<u>6,697</u>	<u>9,379</u>	<u>10,245</u>
	subtotal	228,341	270,676	267,129	283,672
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	929	2,205	0	0
3034	Other Contractual Services	5,598	6,532	5,000	6,000
3040	Travel & Per Diem	1,757	2,671	2,100	2,100
3041	Communication Services	3,937	2,705	2,800	3,800
3042	Transportation	0	0	0	300
3043	Utility Services	112,598	116,657	128,000	133,500
3046	Repair & Maintenance	34,314	40,593	36,000	38,000
3047	Printing and Binding	40	957	0	0
3051	Office Supplies	1,579	1,687	700	700
3052	Operating Supplies	48,235	58,125	64,000	67,000
3054	Books, Publ., Subscr.	98	238	200	200
3055	Employee Study Expense	<u>4,140</u>	<u>3,243</u>	<u>2,100</u>	<u>2,100</u>
	subtotal	213,225	235,613	240,900	253,700
	<u>CAPITAL OUTLAY</u>				
6063	Improv. O/T Buildings	0	9,056	0	0
6064	Machinery & Equipment	<u>35,726</u>	<u>34,058</u>	<u>24,400</u>	<u>19,000</u>
	subtotal	35,726	43,114	24,400	19,000
	TOTAL	<u>477,292</u>	<u>549,403</u>	<u>532,429</u>	<u>556,372</u>

CAPITAL OUTLAY

Roof & Gutter	4,500	Furniture Repl.	3,800
TSS Analyzer (1)	3,900	Forklift Repl.	3,000
Filter Cloth Media (1)	3,800		

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Laboratory
		353-535

<u>ACCT.</u>		<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>
<u>NO.</u>	<u>DESCRIPTION</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	79,303	80,259	79,561	81,300
1014	Overtime	138	307	350	350
1016	Christmas Bonus	520	520	520	0
1021	F.I.C.A. Taxes	5,964	5,942	6,153	6,246
1022	Florida Retirement	3,607	3,694	3,732	3,732
1023	Life & Health Insurance	14,880	15,000	15,600	15,600
1024	ICMA Retirement	<u>2,373</u>	<u>2,424</u>	<u>2,522</u>	<u>2,626</u>
	subtotal	106,785	108,146	108,438	109,854
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	3,997	5,067	5,000	4,500
3034	Other Contractual Services	4,993	3,917	5,000	4,500
3040	Travel & Per Diem	1,100	1,498	1,200	1,200
3041	Communication Services	605	380	450	400
3042	Transportation	48	13	0	0
3046	Repair & Maintenance	1,231	875	1,200	1,200
3051	Office Supplies	633	393	300	300
3052	Operating Supplies	14,460	16,400	16,000	17,500
3054	Books, Publ., Subscr.	279	375	225	225
3055	Employee Study Expense	<u>692</u>	<u>744</u>	<u>1,200</u>	<u>1,200</u>
	subtotal	28,038	29,662	30,575	31,025
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>51,102</u>	<u>14,888</u>	<u>6,000</u>	<u>9,000</u>
	subtotal	51,102	14,888	6,000	9,000
	TOTAL	<u>185,925</u>	<u>152,696</u>	<u>145,013</u>	<u>149,879</u>
	<u>CAPITAL OUTLAY</u>				
	pH Meter & Probe				5,000
	Utility Oven				4,000

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Disposal 354-535

ACCT. <u>NO.</u>	<u>DESCRIPTION</u>	<u>Actual FY 06-07</u>	<u>Actual FY 07-08</u>	<u>Estimate FY 08-09</u>	<u>Budget FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	28,968	32,166	32,788	32,891
1014	Overtime	36	129	150	50
1016	Christmas Bonus	260	260	260	0
1021	F.I.C.A. Taxes	1,733	1,916	2,480	2,520
1022	Florida Retirement	2,998	3,155	3,167	3,312
1023	Life & Health Insurance	<u>7,440</u>	<u>7,500</u>	<u>7,800</u>	<u>7,800</u>
	subtotal	41,435	45,126	46,645	46,573
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	0	0	0	0
3034	Other Contractual Services	0	0	0	4,500
3041	Communication Services	1,452	1,101	1,500	1,400
3043	Utility Services	51,301	57,564	58,000	61,000
3046	Repair & Maintenance	4,520	9,873	12,000	16,500
3052	Operating Supplies	<u>4,488</u>	<u>6,351</u>	<u>10,000</u>	<u>14,500</u>
	subtotal	61,761	74,889	81,500	97,900
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>0</u>	<u>12,601</u>	<u>30,500</u>	<u>2,400</u>
	subtotal	0	12,601	30,500	2,400
	TOTAL	<u>103,196</u>	<u>132,616</u>	<u>158,645</u>	<u>146,873</u>

CAPITAL OUTLAY

Bleach Storage Tank Cover (1)	2,400
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**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Sludge Disposal 355-535

ACCT. <u>NO.</u>	<u>DESCRIPTION</u>	<u>Actual FY 06-07</u>	<u>Actual FY 07-08</u>	<u>Estimate FY 08-09</u>	<u>Budget FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	14,376	-1,047	0	0
1014	Overtime	0	0	0	0
1021	F.I.C.A. Taxes	1,962	-142	0	0
1023	Life & Health Insurance	0	0	0	0
1024	ICMA Retirement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	subtotal	16,338	-1,189	0	0
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	0	0	0	0
3034	Other Contractual Services	66,001	78,869	112,000	106,000
3041	Communication Services	488	451	500	500
3043	Utility Services	345	0	0	0
3046	Repair & Maintenance	1,670	7,105	7,000	8,000
3051	Office Supplies	0	25	0	0
3052	Operating Supplies	<u>23,271</u>	<u>31,956</u>	<u>26,000</u>	<u>30,000</u>
	subtotal	91,775	118,406	145,500	144,500
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>9,094</u>	<u>4,580</u>	<u>2,000</u>	<u>15,000</u>
	subtotal	9,094	4,580	2,000	15,000
	TOTAL	<u>117,207</u>	<u>121,797</u>	<u>147,500</u>	<u>159,500</u>

CAPITAL OUTLAY

Submersible Aerator (1)	15,000
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**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Eastern W/W Plant
		356-535

ACCT.		Actual	Actual	Estimate	Budget
<u>NO.</u>	<u>DESCRIPTION</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	38,366	41,402	74,850	78,337
1014	Overtime	1,516	2,114	3,400	3,400
1016	Christmas Bonus	260	260	520	0
1021	F.I.C.A. Taxes	1,284	2,409	5,880	6,253
1022	Florida Retirement	5,987	1,621	0	0
1023	Life & Health Insurance	7,440	10,000	15,600	15,600
1024	ICMA Retirement	<u>0</u>	<u>2,457</u>	<u>4,580</u>	<u>4,700</u>
	subtotal	54,853	60,263	104,830	108,290
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	0	2,600	0	0
3034	Other Contractual Services	408	10,690	7,000	7,000
3040	Travel & Per Diem	0	0	700	700
3041	Communication Services	1,207	1,790	2,000	2,200
3043	Utility Services	14,966	20,923	33,000	33,000
3046	Repair & Maintenance	9,255	7,029	12,000	12,600
3051	Office Supplies	163	182	150	200
3052	Operating Supplies	8,340	20,098	16,000	18,000
3055	Employee Study Expense	<u>0</u>	<u>0</u>	<u>700</u>	<u>800</u>
	subtotal	34,339	63,312	71,550	74,500
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>21,691</u>	<u>6,973</u>	<u>12,900</u>	<u>18,300</u>
	subtotal	21,691	6,973	12,900	18,300
	TOTAL	<u>110,883</u>	<u>130,548</u>	<u>189,280</u>	<u>201,090</u>

CAPITAL OUTLAY

TSS Analyzer (1)	3,900
Chlorine Analyzer (1)	3,800
Field Process Meters (2)	3,000
Anoxic Mixer (2)	5,200
Bleach Storage Tank Cover (1)	2,400

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Environmental Compliance 357-535

ACCT.		Actual	Actual	Estimate	Budget
<u>NO.</u>	<u>DESCRIPTION</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	0	21,386	25,375	26,500
1014	Overtime	0	86	300	200
1016	Christmas Bonus	0	0	260	0
1021	F.I.C.A. Taxes	0	1,479	1,914	2,043
1023	Life & Health Insurance	0	6,875	7,800	7,800
1024	ICMA Retirement	<u>0</u>	<u>1,185</u>	<u>1,400</u>	<u>1,590</u>
	subtotal	0	31,011	37,049	38,133
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	188	0	0	0
3040	Travel & Per Diem	0	1,083	1,200	800
3041	Communication Services	1,079	2,003	2,000	1,000
3042	Transportation	0	15	0	0
3043	Utility Services	446	1,186	2,000	500
3046	Repair & Maintenance	31	36	500	1,700
3047	Printing & Binding	1,812	2,003	1,500	1,500
3051	Office Supplies	435	215	50	25
3052	Operating Supplies	3,358	5,971	4,000	5,000
3055	Employee Study Expense	<u>0</u>	<u>350</u>	<u>1,000</u>	<u>700</u>
	subtotal	7,349	12,862	12,250	11,225
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>0</u>	<u>18,418</u>	<u>0</u>	<u>0</u>
	subtotal	0	18,418	0	0
	TOTAL	<u>7,349</u>	<u>62,291</u>	<u>49,299</u>	<u>49,358</u>

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Wastewater	Eastern Lift Stations 358-535

ACCT. NO.	<u>DESCRIPTION</u>	<u>Actual FY 06-07</u>	<u>Actual FY 07-08</u>	<u>Estimate FY 08-09</u>	<u>Budget FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	5,627	25,824	26,436	27,572
1014	Overtime	21	98	625	300
1016	Christmas Bonus	0	190	260	0
1021	F.I.C.A. Taxes	461	2,010	2,075	2,132
1023	Life & Health Insurance	1,860	7,500	7,800	7,800
1024	ICMA Retirement	<u>310</u>	<u>1,543</u>	<u>1,612</u>	<u>1,672</u>
	subtotal	8,279	37,165	38,808	39,476
	<u>OPERATING EXPENSES</u>				
3034	Other Contractual Services	0	451	0	0
3040	Travel & Per Diem	0	0	0	700
3041	Communication Services	337	1,897	2,480	2,100
3043	Utility Services	1,344	3,893	5,700	5,100
3046	Repair & Maintenance	0	1,110	2,000	3,000
3051	Office Supplies	0	25	0	0
3052	Operating Supplies	550	4,677	4,000	4,200
3055	Employee Study Expense	<u>0</u>	<u>225</u>	<u>0</u>	<u>700</u>
	subtotal	2,231	12,278	14,180	15,800
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	subtotal	0	0	0	0
	TOTAL	<u>10,510</u>	<u>49,443</u>	<u>52,988</u>	<u>55,276</u>