

WATER DEPARTMENT

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

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

<u>Activities Included:</u>	<u>Amount</u>	<u>Employee FTE</u>
Administration	301,381	3
Water Treatment	500,380	3
Distribution	736,843	11
Ground Maintenance	96,801	2
Backflow Prevention/ Conservation	60,903	1
Utility Televising	1,480	0
Eastern Water System	123,746	1
Reclaimed Distribution	8,560	0
Subtotal	1,830,094	21
One Time Costs	(56,410)	
Increase In Recurring Revenue	-	
Net Recurring Budget Request	1,773,684	

<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	1,086,711	1,049,549	1,038,934
Operating Expenses	562,797	968,955	734,750
Subtotal	1,649,508	2,018,504	1,773,684
Capital	116,754	27,466	56,410
Other	-	-	-
Total	1,766,262	2,045,970	1,830,094
Employees:	22	21	21

Authorized Personnel

<u>Position Title</u>	<u>FTE</u>
Director	1
Administrative Supervisor	1
Staff Assistant III	1
Utility Supervisor	2
Lead Operator	1
Operator C-II	1
Operator Trainee II	1
Utility Foreman	1
Utility Lead Worker	1
Utility Worker II	3
Utility Worker III	2
Utility Line Locator Tech.	1
Equipment Operator	1
Maintenance Crew Chief	1
Maintenance Worker I	1
Maintenance Worker II	1
Backflow/Water Conservation Tech.	1
Total	21

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Water	Administration
		330-533

ACCT. <u>NO.</u>	<u>DESCRIPTION</u>	<u>Actual</u> FY 06-07	<u>Actual</u> FY 07-08	<u>Estimate</u> FY 08-09	<u>Budget</u> FY 09-10
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	131,493	138,839	140,449	144,451
1014	Overtime	0	332	0	0
1016	Christmas Bonus	780	780	780	0
1021	F.I.C.A. Taxes	10,235	10,079	10,804	11,051
1022	Florida Retirement	12,142	12,788	13,556	12,578
1023	Life & Health Insurance	22,320	22,500	23,400	23,400
1024	ICMA Retirement	<u>1,496</u>	<u>1,574</u>	<u>1,626</u>	<u>1,701</u>
	subtotal	178,466	186,892	190,615	193,181
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	41,650	39,283	132,964	40,200
3034	Other Contractual Services	6,144	4,389	10,530	10,530
3040	Travel & Per Diem	862	538	1,040	1,040
3041	Communication Services	2,342	2,163	2,450	2,450
3042	Transportation	605	946	1,200	2,000
3043	Utility Services	10,436	9,090	11,550	11,550
3046	Repair & Maintenance	1,760	1,873	3,650	3,650
3047	Printing & Binding	2,543	487	1,500	1,500
3048	Promotional Activities	9,485	8,649	12,500	20,500
3051	Office Supplies	2,017	2,492	2,600	2,600
3052	Operating Supplies	2,905	2,599	5,100	5,100
3054	Books, Publ., Subscr.	2,670	2,681	2,870	2,880
3055	Employee Study Expense	<u>480</u>	<u>610</u>	<u>1,200</u>	<u>1,200</u>
	subtotal	83,899	75,800	189,154	105,200
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>11,458</u>	<u>0</u>	<u>12,491</u>	<u>3,000</u>
	subtotal	11,458	0	12,491	3,000
	TOTAL	<u>273,823</u>	<u>262,692</u>	<u>392,260</u>	<u>301,381</u>
	<u>CAPITAL OUTLAY</u>				
	Computer (2)				3,000

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Water	Water Treatment
		331-533

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	110,669	122,553	124,342	128,223
1014	Overtime	5,282	8,019	10,000	7,500
1016	Christmas Bonus	700	780	780	0
1021	F.I.C.A. Taxes	8,318	9,456	10,031	10,383
1023	Life & Health Insurance	22,320	22,500	23,400	23,400
1024	ICMA Retirement	<u>6,760</u>	<u>7,669</u>	<u>7,821</u>	<u>8,144</u>
	subtotal	154,049	170,977	176,374	177,650
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	1,800	55	1,800	1,800
3034	Other Contractual Services	11,338	14,513	14,170	16,770
3040	Travel & Per Diem	870	661	1,800	1,800
3041	Communication Services	3,793	3,112	3,880	4,000
3043	Utility Services	179,860	165,431	196,900	196,900
3046	Repair & Maintenance	14,651	8,165	25,000	25,100
3052	Operating Supplies	51,605	55,877	76,630	74,000
3054	Books, Publ., Subscr.	0	60	330	160
3055	Employee Study Expense	<u>570</u>	<u>1,250</u>	<u>2,200</u>	<u>2,200</u>
	subtotal	264,487	249,124	322,710	322,730
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>8,817</u>	<u>24,591</u>	<u>0</u>	<u>0</u>
	subtotal	8,817	24,591	0	0
	TOTAL	<u>427,353</u>	<u>444,692</u>	<u>499,084</u>	<u>500,380</u>

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Water	Distribution
		332-533

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	328,658	358,581	332,389	339,925
1013	Other Salaries & Wages	33,245	31,519	32,449	20,863
1014	Overtime	20,452	15,113	18,000	18,000
1016	Christmas Bonus	2,920	3,040	2,860	0
1021	F.I.C.A. Taxes	27,953	31,239	29,505	28,977
1022	Florida Retirement	2,707	0	0	0
1023	Life & Health Insurance	89,280	82,500	80,600	78,000
1024	ICMA Retirement	<u>20,940</u>	<u>17,041</u>	<u>23,790</u>	<u>22,728</u>
	subtotal	526,155	539,033	519,593	508,493
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	909	0	1,000	1,000
3040	Travel & Per Diem	1,231	1,325	4,500	4,500
3041	Communications	4,033	2,874	3,200	3,470
3046	Repair & Maintenance	149,872	83,493	131,610	112,480
3052	Operating Supplies	30,959	39,249	50,900	51,200
3054	Books, Publ., Subscr.	210	0	350	200
3055	Employee Study Expense	<u>1,321</u>	<u>1,250</u>	<u>4,000</u>	<u>4,000</u>
	subtotal	188,535	128,191	195,560	176,850
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>32,750</u>	<u>67,534</u>	<u>13,380</u>	<u>51,500</u>
	subtotal	32,750	67,534	13,380	51,500
	TOTAL	<u>747,440</u>	<u>734,758</u>	<u>728,533</u>	<u>736,843</u>

CAPITAL OUTLAY

Compact Excavator (1)	46,000
Hydrostatic Test Pump (1)	4,500
Service Pumps (2)	1,000

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Water	Ground Maintenance
		333-533

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	97,467	87,887	56,311	54,140
1014	Overtime	0	251	0	0
1016	Christmas Bonus	780	780	520	0
1021	F.I.C.A. Taxes	7,432	5,073	4,348	4,142
1022	Florida Retirement	6,732	4,453	0	0
1023	Life & Health Insurance	22,320	21,250	15,600	15,600
1024	ICMA Retirement	<u>1,508</u>	<u>2,371</u>	<u>3,379</u>	<u>3,249</u>
	subtotal	136,239	122,065	80,158	77,131
	<u>OPERATING EXPENSES</u>				
3041	Communication Services	957	706	990	990
3046	Repair & Maintenance	5,923	1,875	6,200	6,200
3052	Operating Supplies	<u>10,935</u>	<u>10,340</u>	<u>12,560</u>	<u>10,570</u>
	subtotal	17,815	12,921	19,750	17,760
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>960</u>	<u>13,942</u>	<u>900</u>	<u>1,910</u>
	subtotal	960	13,942	900	1,910
	TOTAL	<u>155,014</u>	<u>148,928</u>	<u>100,808</u>	<u>96,801</u>

CAPITAL OUTLAY

Power Edger (2)	760
Hedge Trimmer (1)	700
Back-Pack Blower (1)	450

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>		
Public Utilities	Water	Backflow Prevention/ Conservation 334-533		
ACCT.	Actual	Actual	Estimate	Budget
<u>NO.</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	19,619	26,039	26,286
1014	Overtime	1	432	500
1016	Christmas Bonus	0	260	260
1021	F.I.C.A. Taxes	1,529	2,098	2,070
1023	Life & Health Insurance	2,480	7,500	7,800
1024	ICMA Retirement	<u>1,150</u>	<u>1,534</u>	<u>1,607</u>
	subtotal	24,779	37,863	38,523
	<u>OPERATING EXPENSES</u>			
3034	Other Contractual Services	0	0	200
3040	Travel & Per Diem	523	6	750
3041	Communication Services	480	290	450
3042	Transportation	781	1,228	2,000
3046	Repair & Maintenance	8,270	5,042	16,860
3047	Printing & Binding	902	1,188	2,500
3051	Office Supplies	967	1,485	1,500
3052	Operating Supplies	1,371	1,540	4,850
3054	Books, Publ., Subscr.	0	0	130
3055	Employee Study Expense	<u>275</u>	<u>235</u>	<u>600</u>
	subtotal	13,569	11,014	29,840
	<u>CAPITAL OUTLAY</u>			
6064	Machinery & Equipment	<u>15,760</u>	<u>0</u>	<u>695</u>
	subtotal	15,760	0	695
	TOTAL	<u>54,108</u>	<u>48,877</u>	<u>69,058</u>
				<u>60,903</u>

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FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	Water	Utility Televising 335-533

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>OPERATING EXPENSES</u>				
3046	Repair & Maintenance	398	4	700	700
3052	Operating Supplies	<u>360</u>	<u>73</u>	<u>780</u>	<u>780</u>
	subtotal	758	77	1,480	1,480
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>0</u>	<u>10,687</u>	<u>0</u>	<u>0</u>
	subtotal	0	10,687	0	0
	TOTAL	<u>758</u>	<u>10,764</u>	<u>1,480</u>	<u>1,480</u>

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>		<u>Department</u>		<u>Program</u>	
Public Utilities		Water		Eastern Water System 336-533	
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	25,917	19,791	27,927	27,928
1014	Overtime	1,126	761	4,000	4,000
1016	Christmas Bonus	260	260	180	0
1021	F.I.C.A. Taxes	2,115	1,491	2,463	2,442
1023	Life & Health Insurance	7,440	6,250	7,800	7,800
1024	ICMA Retirement	<u>1,596</u>	<u>1,328</u>	<u>1,916</u>	<u>1,916</u>
	subtotal	38,454	29,881	44,286	44,086
	<u>OPERATING EXPENSES</u>				
3031	Professional Services	0	53,238	116,281	20,000
3034	Other Contractual Services	425	415	3,440	4,350
3040	Travel & Per Diem	26	0	850	850
3041	Communication Services	375	355	560	680
3042	Transportation	104	0	0	0
3043	Utility Services	22,588	19,472	32,780	23,240
3046	Repair & Maintenance	8,050	7,973	26,940	18,060
3052	Operating Supplies	3,355	4,098	11,650	11,650
3054	Books, Publ., Subscr.	0	0	30	30
3055	Employee Study Expense	<u>170</u>	<u>75</u>	<u>800</u>	<u>800</u>
	subtotal	35,093	85,626	193,331	79,660
	TOTAL	<u>73,547</u>	<u>115,507</u>	<u>237,617</u>	<u>123,746</u>

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: WATER & SEWER REVENUE FD. - 040

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Utilities	<u>Water</u>	Reclaimed Distribution 337-533

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>OPERATING EXPENSES</u>				
3046	Repair & Maintenance	0	44	17,130	8,560
3052	Operating Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	subtotal	0	44	17,130	8,560
	TOTAL	<u>0</u>	<u>44</u>	<u>17,130</u>	<u>8,560</u>