FISCAL YEAR 2021 BUDGET
WATER & WASTEWATER UTILITY,
STORMWATER, BUILDING &
IT ENTERPRISE FUNDS

Tuesday, July 28, 2020

Helena P. Alves, CGFO, CIA, MBA
Financial Services Director

Gwen E. Ragsdale
Budget and Procurement Manager
BUDGET PRESENTATION TIMELINE

JAN - MAR

- Survey Results 3/10
- Annual City Council SAP evaluation 3/18 - 3/25

APR - JUNE

- Annual Financial Audit 4/7
- YTD Budget Results Presentation 5/12
- Fund Accounting Presentation 5/12
- Review 10 year CIP Plan & Revenue Restrictions 5/12
- Property Tax Presentation 6/9
- Adoption of Council Priorities 6/16
BUDGET PRESENTATION TIMELINE

JUL - SEPT

- General Fund Workshop – 7/14
- Adopt Maximum Millage Rate 7/21
- Budget Workshop Presentations to City Council
- Public Hearings to Adopt Tentative 9/10 and Final Millage Rate & Budget 9/23

OCT - DEC

- FY20 Year End Close-Out
- End of Year Review with Departments
PRESENTATION OVERVIEW

- Water & Wastewater
  - Operating Fund Summary
  - Capital Projects 5 Year Plan

- Stormwater
  - Fund Summary
  - Projects Per Accelerated Plan
  - Capital Projects 5 Year Plan

- Building
  - Operating Fund Summary

- IT Enterprise
  - Enterprise Fund Summary
## WATER & WASTEWATER FUND POSITION SUMMARY

<table>
<thead>
<tr>
<th>Position</th>
<th>Proposed 2020</th>
<th>Proposed 2021</th>
<th>Change</th>
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<td>Utility Customer Service</td>
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<tr>
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<td>Water Distribution</td>
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## STORMWATER, BUILDING & IT ENTERPRISE FUND POSITION SUMMARY

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PERSONNEL CHANGES

Water & Wastewater

• Transfer-Construction Site Inspector from CM&E
• Transfer-Senior Construction Site Inspector moving from Utility CM&E to Planning

Building

• New - Building Inspector
• Transfer - Compliance Manager split with Building move 100% to Business Tax
• Transfer – Code Enforcement Supervisor split 50/50 with Codes

Budget includes 0% average merit raise and 0% adjustment to cost of living for FY 21
## WATER & WASTEWATER OPERATING FUND

<table>
<thead>
<tr>
<th></th>
<th>Revised 2020</th>
<th>Revised 2020</th>
<th>Proposed 2021</th>
<th>FY 20-21 Change</th>
<th>Percentage Change</th>
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<tr>
<td>Revenue</td>
<td>45,753,102</td>
<td>45,506,895</td>
<td>46,363,978</td>
<td>610,876</td>
<td>6.1%</td>
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<td>-</td>
<td>2,159,892</td>
<td>2,159,892</td>
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<tr>
<td>Total Revenues</td>
<td>45,753,102</td>
<td>45,506,895</td>
<td>48,523,870</td>
<td>2,770,768</td>
<td>6.1%</td>
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### Departmental Expenditures:

- **Customer Service & Finance**: Revised 2020 - 1,698,565; Estimated 2020 - 1,694,528; Proposed 2021 - 1,770,747; Change - 72,182
- **Administration**: Revised 2020 - 1,135,502; Estimated 2020 - 1,134,406; Proposed 2021 - 1,224,110; Change - 88,608
- **Wastewater Operations**: Revised 2020 - 8,300,800; Estimated 2020 - 7,992,836; Proposed 2021 - 8,252,214; Change - 48,586
- **Water Operations**: Revised 2020 - 12,005,958; Estimated 2020 - 12,043,082; Proposed 2021 - 12,404,974; Change - 399,016
- **Construction Management**: Revised 2020 - 548,075; Estimated 2020 - 541,509; Proposed 2021 - 553,366; Change - 5,291
- **Non-Departmental**: Revised 2020 - 22,064,202; Estimated 2020 - 22,100,534; Proposed 2021 - 24,318,459; Change - 2,254,257

Total Expenditures: 45,753,102 (Revised 2020) / 45,506,895 (Estimated 2020) / 48,523,870 (Proposed 2021) / 2,770,768 (FY 20-21 Change) / 6.1% (Percentage Change)

### Personnel Changes:
- Transfer – Construction Site Inspector from CME
- Transfer – Senior Construction Site Inspector to Planning
# WATER & WASTEWATER CAPITAL PROJECT FUND SUMMARY

<table>
<thead>
<tr>
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<td>5,753,412</td>
<td>5,868,480</td>
<td>5,985,849</td>
<td>6,105,566</td>
<td>6,227,678</td>
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<td>124,445</td>
<td>129,541</td>
<td>134,892</td>
<td>140,510</td>
<td>143,320</td>
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<td>OKR SAD Interest</td>
<td>230,408</td>
<td>225,555</td>
<td>220,459</td>
<td>215,108</td>
<td>209,490</td>
<td>213,680</td>
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<td>4,000,000</td>
<td>-</td>
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<td>R&amp;R Transfer</td>
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<td>5,687,888</td>
<td>5,858,525</td>
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<td>7,303,560</td>
<td>7,522,667</td>
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<td>Debt Proceeds</td>
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<td>6,550,000</td>
<td>19,400,000</td>
<td>9,750,000</td>
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<td>12,706,900</td>
<td>6,155,524</td>
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<td>434,559</td>
<td>136,970</td>
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<td><strong>Total Revenues</strong></td>
<td>17,439,732</td>
<td>31,537,108</td>
<td>41,632,529</td>
<td>23,317,097</td>
<td>14,193,685</td>
<td>14,244,315</td>
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<td>Misc. Utility Services</td>
<td>1,051,688</td>
<td>1,712,108</td>
<td>1,372,529</td>
<td>1,638,054</td>
<td>1,348,685</td>
<td>1,329,315</td>
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<tr>
<td><strong>Total Water System Improvements</strong></td>
<td>4,785,674</td>
<td>11,390,000</td>
<td>9,330,000</td>
<td>9,590,000</td>
<td>4,915,000</td>
<td>4,815,000</td>
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<tr>
<td>Total Wastewater System Improvements</td>
<td>11,602,370</td>
<td>18,435,000</td>
<td>30,930,000</td>
<td>11,830,000</td>
<td>7,930,000</td>
<td>8,100,000</td>
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<td>-</td>
<td>-</td>
<td>259,043</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td>17,439,732</td>
<td>31,537,108</td>
<td>41,632,529</td>
<td>23,317,097</td>
<td>14,193,685</td>
<td>14,244,315</td>
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## WATER CAPITAL PROJECTS FUND EXPENDITURES

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<td>2,625,000</td>
<td>1,300,000</td>
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<td>Water Treatment Plant #2</td>
<td>200,000</td>
<td>2,550,000</td>
<td>300,000</td>
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<td>Wellfield and Wells</td>
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<td>605,000</td>
<td>3,460,000</td>
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<td>600,000</td>
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<td>750,000</td>
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<td><strong>Total Water Capital Projects</strong></td>
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<td><strong>11,390,000</strong></td>
<td><strong>9,330,000</strong></td>
<td><strong>9,590,000</strong></td>
<td><strong>4,915,000</strong></td>
<td><strong>4,815,000</strong></td>
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## WASTEWATER CAPITAL PROJECTS FUND EXPENDITURES

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<th>Description</th>
<th>Revised 2020</th>
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<th>Proposed 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
<th>Proposed 2025</th>
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<td>Pretreatment Effluent Pumping System (PEP)</td>
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<td>2,650,000</td>
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<td>Reclaimed Water Mains</td>
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<td>Beachside Sewer System</td>
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<td>Lift Stations and Pump Stations Generators (FEMA)</td>
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<td>General Plant R &amp; R - Wastewater</td>
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<td>2,305,000</td>
<td>2,250,000</td>
<td>2,250,000</td>
<td>2,250,000</td>
<td>2,250,000</td>
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<tr>
<td><strong>Total Wastewater Capital Projects</strong></td>
<td><strong>11,602,370</strong></td>
<td><strong>18,435,000</strong></td>
<td><strong>30,930,000</strong></td>
<td><strong>11,830,000</strong></td>
<td><strong>7,930,000</strong></td>
<td><strong>8,100,000</strong></td>
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STORMWATER FUND
DIRECTOR CARL COTE

Valley Gutter - Before
## STORMWATER FUND SUMMARY

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<th>Revised 2020</th>
<th>Estimated 2020</th>
<th>Proposed 2021</th>
<th>FY 20-21 Change</th>
<th>Percentage Change</th>
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<tr>
<td>Estimated Revenue</td>
<td>11,231,712</td>
<td>11,694,426</td>
<td>12,493,723</td>
<td>1,262,011</td>
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<td>Debt Proceeds</td>
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<td><strong>Total Revenue</strong></td>
<td>18,381,380</td>
<td>17,069,426</td>
<td>17,465,714</td>
<td>(915,666)</td>
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<td>Budgeted Expenditures</td>
<td>18,381,380</td>
<td>15,724,296</td>
<td>17,465,714</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td>18,381,380</td>
<td>17,069,426</td>
<td>17,465,714</td>
<td>(915,666)</td>
<td>-5.0%</td>
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</tbody>
</table>

**Personnel Changes:**
None
FY 20 Major Projects:

- Design Projects:
  - Multiple capacity and conveyance projects
  - Pipe inspections – 65 locations
  - L-4 Royal Palms Canal weir analysis
  - E-Section Stormwater Improvements – canal dredging, ditch & pipe work
  - K-6 weir replacement and Smith Trail pipe crossing
  - K-Section Conceptual Drainage Improvements

- Construction Projects:
  - E-Section drainage improvements – ditch restoration (numerous locations)
  - F-Section concrete lined ditch removal & replacement with pipe system
  - Belle Terre major pipe replacements (south of Citation Blvd.)
  - R-Section/Rymfire drainage improvements
  - Major pipe lining projects – 13 locations
  - 1.5 mile of Canal Vegetation Removal – I95 to Old Kings Road
FY 21 Projects:
• Design Projects:
  • L-4 Royal Palms Canal weir replacement
  • P-1 weir replacement on Belle Terre (Pine Grove)
  • W-1 Belle Terre (BTMS) pipe crossing
  • E-Section Phase A & B Stormwater Improvements – golf course bypass
  • Blare Castle & Colbert major pipe crossing upsizing (capacity improvement)
  • Pipe Inspections – 20 locations
  • K-Section Drainage Improvements
  • Multiple capacity and conveyance projects
• Construction Projects:
  • E-Section stormwater improvements – dredging, ditch & pipe work
  • K-6 weir replacement and Smith Trail pipe crossing
# Stormwater Fund – 5 Year Plan

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<tr>
<th></th>
<th>Revised 2020</th>
<th>Proposed 2021</th>
<th>Projected 2022</th>
<th>Projected 2023</th>
<th>Projected 2024</th>
<th>Projected 2025</th>
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<td>Stormwater Fees</td>
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<td><strong>Total Stormwater Revenue</strong></td>
<td>17,069,426</td>
<td>17,465,714</td>
<td>22,148,433</td>
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<td>20,448,864</td>
<td>15,993,667</td>
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<td>Operating Expenditures</td>
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<td>Stormwater Storage/Detention</td>
<td>60,000</td>
<td>80,000</td>
<td>1,700,000</td>
<td>-</td>
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<tr>
<td>Control Structure Replacements (Weirs)</td>
<td>320,000</td>
<td>575,000</td>
<td>2,780,000</td>
<td>115,000</td>
<td>230,000</td>
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<tr>
<td>Major Pipe &amp; Canal Crossings</td>
<td>1,980,032</td>
<td>315,000</td>
<td>1,000,000</td>
<td>2,600,000</td>
<td>1,580,000</td>
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<tr>
<td>Capacity Improvements</td>
<td>900,000</td>
<td>2,920,000</td>
<td>2,150,000</td>
<td>950,000</td>
<td>950,000</td>
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<tr>
<td>Pipe Replacements</td>
<td>1,310,000</td>
<td>820,000</td>
<td>875,000</td>
<td>930,000</td>
<td>1,010,000</td>
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<tr>
<td>Swale Maintenance Rehab &amp; Renewal</td>
<td>465,000</td>
<td>465,000</td>
<td>515,000</td>
<td>540,000</td>
<td>847,500</td>
<td>847,500</td>
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<tr>
<td>Ditch Maintenance Rehab &amp; Renewal</td>
<td>220,000</td>
<td>205,000</td>
<td>200,000</td>
<td>170,000</td>
<td>170,000</td>
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<tr>
<td>Weed Control</td>
<td>61,260</td>
<td>641,600</td>
<td>180,600</td>
<td>190,600</td>
<td>200,600</td>
<td>200,600</td>
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<tr>
<td>Freshwater Canal Dredging</td>
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<td>-</td>
<td>-</td>
<td>250,000</td>
<td>2,000,000</td>
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<tr>
<td>New Equipment</td>
<td>1,235,483</td>
<td>434,889</td>
<td>475,000</td>
<td>1,770,000</td>
<td>185,000</td>
<td>185,000</td>
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<tr>
<td>Reserves</td>
<td>1,345,130</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,463,814</td>
<td>165,283</td>
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<tr>
<td><strong>Total Stormwater Expenditures</strong></td>
<td>17,069,426</td>
<td>17,465,714</td>
<td>22,148,433</td>
<td>19,508,497</td>
<td>20,448,864</td>
<td>15,993,667</td>
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</tbody>
</table>
BUILDING FUND
DIRECTOR JASON DELORENZO
# BUILDING PERMITS FUND

<table>
<thead>
<tr>
<th></th>
<th>Revised 2020</th>
<th>Estimated 2020</th>
<th>Proposed 2021</th>
<th>FY 20-21 Change</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permits, Fees and Miscellaneous</td>
<td>2,318,000</td>
<td>2,208,000</td>
<td>1,318,000</td>
<td>(1,000,000)</td>
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<tr>
<td>Interest</td>
<td>15,000</td>
<td>50,000</td>
<td>-</td>
<td>(15,000)</td>
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</tr>
<tr>
<td>Appropriated Fund Balance</td>
<td>582,973</td>
<td>657,973</td>
<td>1,826,468</td>
<td>1,243,495</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>2,915,973</td>
<td>2,915,973</td>
<td>3,144,468</td>
<td>228,495</td>
<td>7.8%</td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>2,915,973</td>
<td>2,915,973</td>
<td>3,144,468</td>
<td>228,495</td>
<td></td>
</tr>
<tr>
<td>Reserves</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>2,915,973</td>
<td>2,915,973</td>
<td>3,144,468</td>
<td>228,495</td>
<td>7.8%</td>
</tr>
</tbody>
</table>

July 1 2019 – June 30 2020

- 14,027 Permits Reviewed/ 13,376 Issued
- 49,375 Inspections Performed

**Personnel Changes:**

- Plans Examiner/Building Inspector (as determined)

Building Permit Fees are not being charged in Q4 FY 20 & Q1 FY21 to absorb the Fund Balance to be in compliance.
IT ENTERPRISE FUND
DIRECTOR DON KEWLEY
<table>
<thead>
<tr>
<th></th>
<th>Revised 2020</th>
<th>Estimated 2020</th>
<th>Proposed 2021</th>
<th>FY 20-21 Change</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiber Optic Charges &amp; Leases</td>
<td>275,340</td>
<td>303,440</td>
<td>307,440</td>
<td>32,100</td>
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<tr>
<td>Cell Tower Consulting</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
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<tr>
<td>Cell Tower Rentals</td>
<td>257,166</td>
<td>313,119</td>
<td>371,257</td>
<td>114,091</td>
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<tr>
<td>Cell Tower Revenue Sharing</td>
<td>-</td>
<td>26,000</td>
<td>26,000</td>
<td>26,000</td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>10,000</td>
<td>10,000</td>
<td>-</td>
<td>(10,000)</td>
<td></td>
</tr>
<tr>
<td>Appropriated Fund Balance</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>562,506</td>
<td>672,559</td>
<td>724,697</td>
<td>162,191</td>
<td>28.8%</td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>400,568</td>
<td>510,621</td>
<td>420,514</td>
<td>19,946</td>
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<tr>
<td>Cell Tower Consulting</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Transfer to Internal Service Fund</td>
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<td>-</td>
<td>20,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Capital Outlay</td>
<td>141,938</td>
<td>141,938</td>
<td>284,183</td>
<td>142,245</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td>562,506</td>
<td>672,559</td>
<td>724,697</td>
<td>162,191</td>
<td>28.8%</td>
</tr>
</tbody>
</table>
LEARN MORE!

Visit www.palmcoastgov.com and click the link

Access to the FY21 budget calendar, budget worksheets, and previous Council presentations
QUESTIONS