

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

RESOLUTION 2020-01

**AMENDMENT OF THE ADOPTED BUDGET
FOR FISCAL YEAR 2019-20**

WHEREAS, pursuant to the requirements of Section 189.016(4), Florida Statutes, the Board of Directors of the Withlacoochee Regional Water Supply Authority held a public meeting on May 15, 2019, at which the final budget and assessment rate for general administrative, operating and project expenses for the fiscal year beginning October 1, 2019 and ending September 30, 2020 was adopted; and

WHEREAS, the Board desires to amend its adopted 2019-20 budget to include additional funds for Executive Director Services so that the outgoing Executive Director may provide support to the incoming Executive Director; and

WHEREAS, the previously approved FY 2019-20 budget included a total of \$80,000 for Executive Director Services; and

WHEREAS, the Authority Board desires to add \$23,500.00 in additional funds for Executive Director support services; and

WHEREAS, funds for these services will come from the Authority's Administrative Reserves account.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY:

Section 1. The Board of the Withlacoochee Regional Water Supply Authority hereby amends its Fiscal Year 2019-20 adopted budget, to include additional funds in the amount of \$23,500.00 for Executive Director Services, and to transfer \$23,500.00 from the Administrative Reserves account to the Executive Director account, with said amended budget shown on the attached Exhibit, attached hereto and made a part hereof as Exhibit A.

Section 2. This Resolution and a copy of the amended budget as adopted shall be posted on the official website of the Authority within 5 days after adoption and will remain on the website for at least 2 years.

Section 3. This Resolution shall become effective immediately upon its adoption.

ADOPTED in regular session this fifteenth day of January 2020.

BOARD OF DIRECTORS, WITHLACOOCHEE
REGIONAL WATER SUPPLY AUTHORITY

Attest:

BY Michelle Stone, Chair

Rob Batsel, WRWSA General Counsel

WITHLACOCOCHEE REGIONAL WATER SUPPLY AUTHORITY						
Amended Fiscal Year 2019-20 Budget						
Approved May 16, 2019 / Amended July 17, 2019 / Amended January 15, 2020						
	4/1/2018 Population Estimate	Comments	Fiscal Year 2019-20	Fiscal Year 2018-19	\$ Change	% Change
Revenues: Administrative						
Assessments:		Official BEBR Population Estimates				
Citrus	145,721	1,920 person increase	\$27,687	\$27,322	\$365	1.3%
Hernando	185,604	3,722 person increase	\$35,265	\$34,558	\$707	2.0%
Marion	353,898	4,631 person increase	\$67,241	\$66,361	\$880	1.3%
Sumter	124,935	4,235 person increase	\$23,738	\$22,933	\$805	3.5%
Total Population/Assessments @ 19¢/Capita	810,158		\$153,930	\$151,174	\$2,757	1.8%
Administrative Revenue from Citrus Contract		Based on Citrus County contract and Board direction	\$21,718	\$56,591	-\$34,873	-61.6%
Subtotal			\$175,648	\$207,765	-\$32,116	-15.5%
Carryover Administration Reserve Funds (FYE 18/19 Estimate) (SBA1)		See Attachment 2	\$553,358	\$575,100	-\$21,742	-3.8%
Total Administrative Revenue Available			\$729,006	\$782,865	-\$53,858	-6.9%
Revenues: Water Resource Development (WRD) Projects						
Phase 4 Irrigation Audit Program SWFWMD Matching Funds		Billings will be completed this FY	\$0	\$31,835	-\$31,835	-100.0%
Phase 4 Irrigation Audit Program Cooperator Matching Funds		Billings will be completed this FY	\$0	\$15,917	-\$15,917	-100.0%
Phase 5 Irrigation Audit Program SWFWMD Matching Funds		Based on Project Schedule	\$29,000	\$72,500	-\$43,500	NA
Phase 5 Irrigation Audit Program Cooperator Matching Funds		Based on Project Schedule	\$14,500	\$36,250	-\$21,750	NA
Regional Water Supply Plan Update SWFWMD Matching Funds		Billings will be completed this FY	\$0	\$106,245	-\$106,245	NA
Annual Citrus WRD Payments (SBA2)		Based on CAB wellfield contract minimum production charge of \$224,000 minus funds allocated to administrative revenue above	\$202,282	\$167,409	\$34,873	20.8%
Subtotal			\$245,782	\$430,156	-\$184,374	-42.9%
Carryover WRD Reserve Funds (FYE 18/19 Estimate) (SBA2)		See Attachment 2	\$808,271	\$952,989	-\$144,719	-15.2%
Total Water Resource Development Revenue Available			\$1,054,053	\$1,383,146	-\$513,467	-37.1%
Total Revenues Available			\$1,783,059	\$2,166,010	-\$567,325	-26.2%
Expenditures: General Administration						
Executive Director		Based on annual contract	\$103,500	\$80,000	\$23,500	29.4%
Administrative Assistant		Based on annual contract	\$37,500	\$37,500	\$0	0.0%
Legal Services		Based on annual contract:				
Monthly Meetings @ \$235/hr		6 meetings/year, 3 hrs/meeting = 18 hrs	\$4,230	\$3,000	\$1,230	41.0%
Other Services @ \$235/hr.		8 hrs/month = 96 hrs	\$22,560	\$10,000	\$12,560	125.6%
Special Counsel		No longer necessary	\$0	\$20,000	-\$20,000	-100.0%
Legislative Consultant		Leg / Staff Support Removed	\$0	\$42,000	-\$42,000	-100.0%
Advertising		Based on FY 2017-18 actual	\$800	\$1,000	-\$200	-20.0%
Audit		FY 2018 Actual plus 3% COLA	\$10,635	\$10,325	\$310	3.0%
Bookkeeping Services		\$500/quarter per Engagement Letter	\$2,000	\$2,000	\$0	0.0%
Liability Insurance		FY 18-19 actual plus 5% rounded up	\$2,650	\$2,530	\$120	4.7%
Office Supplies		Based on FY 2017-18 actual	\$1,200	\$1,400	-\$200	-14.3%
Postage		Based on FY 2017-18 actual	\$700	\$800	-\$100	-12.5%
Printing and Reproduction		Based on FY 2017-18 actual	\$1,500	\$1,500	\$0	0.0%
Publications/Software		Based on FY 2017-18 actual	\$150	\$200	-\$50	-25.0%
Rent (Lecanto Gov't Bldg)		Based on Lease Agreement	\$2,048	\$2,048	\$0	0.0%
Registrations/Dues		Based on FY 2017-18 actual	\$1,500	\$1,900	-\$400	-21.1%
State Fees/Assessments		Based on FY 2017-18 actual	\$175	\$175	\$0	0.0%
Telephone		Based on FY 2017-18 actual	\$1,000	\$1,400	-\$400	-28.6%
Travel (Board Members & Staff)		Based on FY 2017-18 actual	\$5,000	\$6,500	-\$1,500	-23.1%
Web Page / Computer Maintenance		Based on FY 2017-18 actual	\$2,000	\$2,000	\$0	0.0%
Contingencies		Removed from budget	\$0	\$1,487	-\$1,487	-100.0%
Subtotal - General Administration Expenditures			\$199,148	\$227,765	-\$28,617	-12.6%
Fund Balance for Admin. Reserves FYE 19/20		FYE18/19 Admin Funds Bal + FY19/20 Admin Rev's - FY19/20 Admin Exp's	\$529,858	\$575,100	-\$45,242	-7.9%
Expenditures: Water Resource Development Projects						
General Services Contracts		As Needed Eng. & Tech. Firms	\$50,000	\$75,000	-\$25,000	-33.3%
Local Government Grant Program		Based on Board Direction	\$137,530	\$130,000	\$7,530	5.8%
Phase 4 Enhanced Irrigation Audit Program		Contractor work completed FY 2018/19	\$0	\$65,000	-\$65,000	-100.0%
Phase 5 Irrigation Audit Program		40% of Project Budget	\$58,000	\$145,000	-\$87,000	NA
Regional Water Supply Plan Update SWFWMD		Projected Project Expenditures	\$29,000	\$212,490	-\$183,490	NA
Subtotal - Water Resource Development Projects			\$274,530	\$627,490	-\$352,960	-56.2%
Fund Balance for Water Resource Development Reserves FYE 19/20		FYE18/19 WRD Funds Bal + FY19/20 WRD Rev's - FY19/20 WRD Exp's	\$779,522	\$755,656	\$23,867	3.2%
Total Administration and WRD Expenses			\$473,678	\$855,255	-\$381,576	-44.6%
Total Administration and WRD Fund Balances at FYE 19/20		See Attachment 2 for detail	\$1,309,380	\$1,330,756	-\$21,375	-1.6%
Combined FYE 19/20 Expenditures and Fund Balances			\$1,783,059	\$2,186,010	-\$402,951	-18.4%

ATTACHMENT 1

CALCULATION OF REVENUE FOR 2019-20 AND CALCULATION OF AMOUNT OF FUNDS NEEDED FROM RESERVES

Approved May 16, 2019 / Amended July 17, 2019

Revenue	4/1/2018 Population	Annual Amount	Sub-Totals
LOCAL ASSESSMENTS @ 19¢ PER CAPITA			
Citrus	145,721	\$27,687	
Hernando	185,604	\$35,265	
Marion	353,898	\$67,241	
Sumter	124,935	\$23,738	
Subtotal	810,158		\$153,930
CHARLES A. BLACK WATER SUPPLY FACILITY			
Minimum Production Charge		\$224,000	
Subtotal			\$224,000
MATCHING CONTRIBUTIONS FOR STUDIES			
SWFWMD Match for Phase 4 Irrigation Audit Program		\$0	
Cooperator Match for Phase 4 Irrigation Audit Program		\$0	
SWFWMD Match for Phase 5 Irrigation Audit Program		\$29,000	
Local Cooperator Match for Phase 5 Irrigation Audit Program		\$14,500	
Subtotal			\$43,500
TOTAL REVENUE FOR FY 2019-20			\$421,430
Less: 2019-20 Administration Expense			-\$175,648
Less: 2019-20 WRD Cost			-\$273,534
Funds Required from WRWSA Reserves			-\$27,751

ATTACHMENT 2

ANALYSIS OF BEGINNING FUND BALANCES

FY 2018 - 2019

Approved May 16, 2019 / Amended July 17, 2019

ESTIMATE OF WATER RESOURCES DEVELOPMENT FUND BALANCE AT END OF FY 2018-19

04/17/18 WRDF Balance (SBA2)	\$929,878
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FY 2018-19 Remaining WRD Fund Revenues

6 Citrus Co. Payments @ \$1,866.67/month minus administrative component below	\$86,168.56
Phase 4 Irrigation Audit Local Cooperators Revenue	\$22,848.00
Phase 4 Irrigation Audit SWFWMD Revenue	\$45,696.00
Phase 5 Irrigation Audit Local Cooperator Revenue	\$16,000
Phase 5 Irrigation Audit SWFWMD Revenue	\$32,000.00
RWSP SWFWMD Revenue	\$112,500

Revenues Subtotal	\$1,245,091
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Less: FY 2018-19 Remaining Contract Expenditures:

2018-19 Citrus Water Conservation Program	\$36,875
2018-19 Hernando Water Conservation Program	\$48,350
2018-19 Marion Water Conservation Program	\$42,595
2018-19 General Services Contracts	\$8,100
Phase 4 Irrigation Audit Program	\$5,700
Phase 5 Irrigation Audit Program	\$70,200
Regional Water Supply Plan Update	\$225,000

Expenditures Subtotal	\$436,820
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Total WRD Funds at end of FY 2017-18	\$808,271
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ESTIMATE OF ADMINISTRATIVE FUND BALANCE AT END OF FY 2018-19

03/27/19 Admin Bal (SBA1)	\$553,358
Admin Revenue from CAB WSF	\$25,831
Admin Revenue from Per Capita Contributions	\$88,185
Less remaining FY Admin costs for 7 months	-\$114,016

Total Administrative Funds at end of FY 2018-19	\$553,358
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ESTIMATE OF TOTAL FUND BALANCE AT END OF FY 2018-19

Total WRD Funds at end of FY 2018-19					\$808,271
Total Administrative Funds at end of FY 2018-19					\$553,358
Total Fund Balance at end of FY 2018-19					\$1,361,629

PROJECTED FUND BALANCES AT END OF FY 2019-20

Total Fund Balances beginning of FY 2019-20:	\$1,361,629
Add: 2019-20 Revenues	\$421,430
Deduct 2019-20 Expenses:	-\$449,182

Projected Fund Balances at end of FY 2019-20:	\$1,333,877
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