

**CITY OF KEY COLONY BEACH UTILITY BOARD
REGULAR MEETING
MINUTES**

Tuesday, August 15, 2017 – 9:30 a.m. @ City Hall

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:30 a.m. by Chair of the Board John Dalton. *Answering to roll call was:* John Dalton, Tom Harding, Mike Alexander and Toni Appell. *Excused – Lin Walsh, Steve Flood and Tom DiFransico.*

Also Present: City Administrator Chris Moonis, Building Official Edward Borysiewicz, TLC Project Manager Eddie Ney, TLC Superintendent Mark Claress, Mittauer & Associates Jason Shepler, Utility Clerk Blanca E. Kulig and Plant Manager Dave Evans.

WRF Improvements – Phase 7 Update:

- I. **Contractual Matters - Additional Stairway Considerations (Fund thru FDEP SRF):** TLC Project Manager Eddie Ney has been working with several contractors to acquire the best pricing for the sewer plant stairs. The proposal presented to the Board was in the amount of \$43,545.55. Chair John Dalton stated the proposal was much higher than what the Board had already been quoted. Therefore, the Board cannot accept the proposal at this time. Chair Dalton thanked Mr. Ney for his efforts and the proposal presented.
- II. **Permit Matters –** None at this time.
- III. **Scheduling - Review Update Progress Schedule, Recap Work to Date and 4 to 8-week Look Ahead I Critical Path Discussion:** Project Manager Eddie Ney provided a recap of activities at the site. EQ pumps were received on August 14th, as soon as the piping comes in the EQ pumps will be installed. Installation will occur sometime in the next week. Following the installation of pumps, TLC crews will begin work on the air pipes behind the tank. Later in the week the TLC crews will begin assembling the stairs going to the top of the ISAM tank. The timeframe for completion of the above items is estimated to be the end of August. Next item on the schedule would be installation of the underground piping from the outside of the building over to the MBR. All underground piping will be PVC therefore it will not need to be painted. Previous delays and gaps in the work schedule were due to the completion of the tank ahead of schedule and the major components not on site. At this time all items are coming in and the City should see a consistent flow of work going forward until completion of the project.

Applications for Payment

- A. AFP Status – No issues at this time.
- B. Davis-Bacon Update (Payrolls) / Compliance - Utility Clerk Blanca Kulig

conducted Davis-Bacon interviews on August 8th. More interviews will be conducted as work crews rotate and are available.

IV. Shop drawings

A. Updated Review Status

1. O&M Manual Discussion / Number hard copies and organization of materials – Mittauer and Associates will provide four (4) Plant Operation & Maintenance manuals upon completion of the project, to be distributed as follows: Utility Clerk Blanca Kulig, Plant Manager Dave Evans, Build Official Ed Borysiewicz and a copy to City Administrator Chris Moonis. Mittauer and Associates will also provide a walk-thru manual to Plant Manager Dave Evans containing detailed equipment specifications and settings of equipment in case the system needs to be reset after initial installation.

B. American Iron & Steel Compliance

1. TLC Submitted additional information for Ductile Iron Piping & Valve Submittals – TLC has provided the paperwork to Mittauer and Associates for compliance with the American Iron & Steel requirements. A couple of additional items are still needed which will be provided by TLC Project Manager Eddie Ney as soon as possible. Once all documentation is complete a copy will be provided to the City and sent to DEP for review.

V. Coordination / Technical Issues

- A. Sequence of Near-term Construction Activities – None at this time.
- B. ISAM Temporary Operations Planning | Coordination – Mittauer and Associates Jason Shepler and TLC Project Manager Eddie Ney will coordinate a temporary operations plan with Plant Manager Dave Evans as the time draws near to switch over the plant operations to the new system. Mr. Shepler will coordinate with DEP for their approval for a partial permit to operate during the transition. Once operations have transferred over successfully the final permit will be issued by DEP.
- C. Coordination with City's Operations Staff
 1. Shade Structure over Chemical Tanks – Mittauer and Associates Jason Shepler provided the Board with some examples of shade structures that have been used in the past in other projects. TLC Project Manager Eddie Ney is requesting proposals for the structure and will provide his findings at the next Board meeting. Building Official Ed Borysiewicz recommended some local contractors that might be able to assist with the aluminum portion of the structure.
 2. Additional Stairway – Item was discussed under section I.

- D. Site Security | Safety – No issues at this time.
- E. Working Hours and Working Days – No issues at this time. The schedule remains Monday to Friday 7:00 am to 5:00 pm.
- F. FDEP SRF Site Visit – Site visit is pending, DEP will contact Mittauer and Associates to set up the visit at which time they will notify the City.
- G. Other Items – None at this time.

VI. Next Meeting Discussion – the next meeting will take place on Tuesday, September 19th, 2017 at 9:30 AM.

Stormwater 12th Street Project Update: City Administrator Chris Moonis informed the Board the City Commission took into consideration the recommendation of the Board. However, the project was unanimously awarded to the lowest bidder Slazar Construction and Plumbing. A formal request has been submitted to South Florida Water Management District to approve the new scope of work. Prior to commencement of the project the City will meet with the contractor and go over what is expected of them and other contract provisions to be followed.

Approval of the Minutes: Regular Meeting, July 18, 2017

Utility Clerk Blanca Kulig informed the Board of a typographical error in the minutes of July 18, 2017. In Section B of the Chair's Report, it states that the proposal from Fabricator's Inc. was \$14,584.92. That amount is after a 50% down payment. The correct amount of the proposal is \$29,169.84.

Motion – Moved by Chair John Dalton seconded by Board Member Mike Alexander, to approve minutes of the Regular Meeting, July 18, 2017 with correction to Section B.

On the Motion: Roll Call Vote. Unanimous Approval.

Approval of the Minutes: Special Meeting, August 2, 2017

Motion – Moved by Chair John Dalton seconded by Board Member Tom Harding, to approve minutes of the Special Meeting, August 2, 2017.

On the Motion: Roll Call Vote. Unanimous Approval.

Utility Clerk Report: Utility Clerk Blanca Kulig informed the Board she has numbered the pages of the agenda package and included page numbers on the agenda for quick reference.

Operators Report: Included as part of the minutes.

Chairs Report:

- A. **Stairs for Sewer Plant Proposals / Update:** Chair John Dalton recapped to the Board the proposals that had been received for construction of the sewer plant stairs. TLC Diversified, Inc. \$43,545.55, Fabricators, Inc. \$29,169.84 and Matlock Welding and Fabrication, Inc. \$25,000.00. The Board unanimously agreed to recommend the lowest

proposal, Matlock Welding and Fabrication, Inc. to the City Commission for approval.

Motion – Moved by Chair John Dalton seconded by Board Member Mike Alexander, to recommend the proposal provided by Matlock’s Welding and Fabrication; not to exceed the amount of \$25,000.00, to the City Council for approval.

On the Motion: Roll Call Vote. Unanimous Approval.

- B. **Manhole Risers Proposal:** A proposal from 3rd Generation Plumbing was received for the repair of four manholes that are below grade. The proposal also included repairing two leaks however; the leaks have been fixed by City Public Works Staff. Utility Clerk Blanca Kulig will contact 3rd Generation Plumbing and ask them to re-quote without the leak repairs.
- C. **Manhole #11 East Ocean:** 3rd Generation Plumbing repaired manhole #11 on East Ocean Drive however they did not seal the ring around the manhole. Utility Clerk Blanca Kulig has contacted 3rd Generation Plumbing and informed them about the repair. They promised to come out and finish the repair at their earliest convenience. As of today, they have not completed the repair. Ms. Kulig will contact them again and get a definite date for the repair.
- D. **Clean and Camera Sewer Gravity Main Line Update:** Plant Manager Dave Evans informed the Board the cleaning and camera of the City was complete. He is awaiting a couple of videos from Clean Grounds, Inc. Once he has reviewed the videos and everything is satisfactory, the City will process payment for the vendor.
- E. **DEP Permit Renewal Draft Review:** Mittauer & Associates Jason Shepler informed the Board he has all the necessary paperwork and signatures to submit the permit application. The next step will be payment for the permit. Mr. Shepler will contact Utility Clerk Blanca Kulig in the next week or two to make payment arrangements.
- F. **2017-2018 Budget Review & Approval:** Board Member Tom Harding presented the revised budget with some minor changes and comments. The budget is ready to be presented for final approval to the City Commission at the August 24th Budget Workshop. Additional notes are included as part of the attached Treasurer’s report.

Motion – Moved by Board Member Tom Harding seconded by Chair John Dalton, to approve the revised budget with changes.

On the Motion: Roll Call Vote. Unanimous Approval.

Treasurer’s Report: Included as part of the minutes.

Financial Reports: The June Financial Reports for the Utilities are ready and available.

Waste Water/Sewer Warrant #0717: was approved in the amount of \$305,834.24.

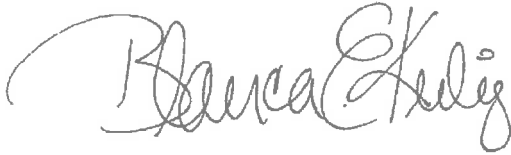
Stormwater Warrant #0717: was approved in the amount of \$5,444.23.

Any Other Business/Members Comments: None.

The meeting adjourned at 11:37 am.

The next meeting will be on Tuesday, September 19, 2017 at 9:30AM

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Blanca E. Kulig". The signature is written in black ink and is positioned above the printed name.

Blanca E. Kulig, Utility Clerk

*** Note: A mechanical recording has been made of the meeting of which these minutes are a part, and a copy is on file in the office of the Utility Clerk, as a public record.***

OPERATOR REPORT

July 2017

Plant Update:

1. Call Outs July 21st 12:15 AM Flow low side one. Clear Crispin valve and restart train one.
2. July 5, Replace check valve pump # 1 plant lift station.
3. July 12th waste sludge pump not pumping. Flush out suction line. Pump working at 150 gpm.
4. July 19th replace UV detector on UV B send two detectors back for repair.
5. July 21st Arctic Temp repaired A/C unit for control room.
6. TN average to date is 2.76 Mg/l. Annual limit 3.0 Mg/l.
7. Total gallons in sludge box 125,902 gallons. Approximant cost was 8 cents per gallon.
8. Bubble test cassette # 7, 4, 6 & 2
9. Wash Cassette A-1, C-1, B-1 & D-1.

R.O. Update:

1. Maintenance Budget for Re-Use (attached)
2. July 19 & 20 Harn washed R.O. membranes.

Collection system:

1. July 11th TV lateral road crossing on East Ocean. Total of 9 road crossing. First 3 are cast iron pipe in good shape at this time.
2. July 24th All lift stations cleaned. Clean grounds completed cleaning and TV collection system.
3. July 26th City workers repair lateral crossing at 100 12th street.
4. July 27th Install SS chain on both pumps at 13th street and one pump at Casa Del Sol.
5. July 27th Install manhole gaskets on manhole along West Ocean.

MAINTENANCE BUDGET FOR RE-USE							
				Month of July 2017	Budgeted	Actual	Actual
					Cost per Year	Cost/Month	Cost/year
RO Power Cost	KWH X 0.777200				\$8,000	\$381.54	\$3,058.38
Irrigation Pumps Power Cost	KWH X 0.777200					\$40.87	\$294.18
Chemicals RO System Include Anti-scalant					\$9,000	\$4,050.40	\$9,001.35
Extra Testing for DEP TSS, FECAL,					\$9,000	\$750.00	\$6,850.00
Contingency					\$4,000	\$0.00	
Main & Repairs to system including pre filter cartridges.					\$3,000	\$0.00	\$2,166.63
Consulting					\$7,000	\$4,214.81	\$8,429.62
Insurance RO system/building					\$1,000	\$83.33	\$833.30
Reserves					\$5,000	\$416.66	\$4,166.60
		Hours	Cost \$				
R.O. Power meter		4908.163	\$381.54	\$0.08			
Irrig pump Power Mete		525.809	\$40.87	\$0.08			
Monthly Total			\$422.41		\$46,000	\$9,937.61	\$34,800.06 Total for year
Gallons Produced					\$3,833		
Cost per Gallon							
Cost /Thousand Gal	Month	Total/year		Total to date			
	1,292,000	9,714,000		29,743,000			
	\$0.007692	\$0.003582					
	\$7.69	\$3.58					

Key Colony Beach Utility Board

Treasurer's Report – August 15, 2017

2018 Budget

- 1. Draft budget has been updated with 2017 10 month actual data projected out to 12 months. Some minor revisions were made. Revision level 8.**
- 2. Assumed 2017 carryover income from Waste Water and Storm Water fees**
- 3. Assumed remainder of Florida State loan utilized in 2018.**
- 4. Assumed AWT Master plan fees align with amount of State Loan.**

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

SUMMARY

Acc't No.	REVENUES	FISCAL YEAR 2016-2017				
		FY 2015-2016	Budget	10 Mo. Actual	12 Mo. Estimated	FY 2017-2018
	OPERATIONS					
	SERVICE FEES	\$ 1,087,214	\$ 1,167,625	\$ 1,135,624	\$ 1,163,191	\$ 1,161,350
	OTHER	\$ 5,106	\$ 7,000	\$ 8,597	\$ 8,676	\$ 3,000
	TOTAL OPERATIONS	\$ 1,092,320	\$ 1,174,625	\$ 1,144,221	\$ 1,171,867	\$ 1,164,350
	TOTAL REUSE	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
	TOTAL CAPITAL	\$ 25,625	\$ 2,515,000	\$ 2,001,416	\$ 2,656,000	\$ 2,652,016
	TOTAL STORM WATER	\$ -	\$ 101,100	\$ 111,263	\$ 111,304	\$ 105,650
	TOTAL ALL REVENUES	\$ 1,177,945	\$ 3,749,625	\$ 3,205,637	\$ 3,887,867	\$ 3,982,016
	EXPENSES					
	OPERATING EXPENSES	\$ 665,344	\$ 599,000	\$ 503,878	\$ 610,598	\$ 655,298
	GENERAL & ADMINISTRATIVE	\$ 101,350	\$ 139,874	\$ 144,915	\$ 187,128	\$ 188,038
	DEBT RETIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -
	RESERVES	\$ -	\$ -	\$ -	\$ -	\$ 65,000
	TOTAL OPERATING	\$ 766,694	\$ 738,874	\$ 648,793	\$ 797,726	\$ 908,336
	TOTAL REUSE	\$ 20,979	\$ 28,000	\$ 28,229	\$ 41,950	\$ 60,000
	TOTAL CAPITAL	\$ -	\$ 2,600,000	\$ 2,462,150	\$ 3,239,935	\$ 2,525,454
	TOTAL STORM WATER	\$ -	\$ 32,320	\$ 23,657	\$ 31,024	\$ 55,820
	TOTAL ALL EXPENSES	\$ 787,673	\$ 3,366,874	\$ 3,139,172	\$ 4,079,611	\$ 3,549,610

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

SUMMARY OF FY17-18 - OPERATIONS, CAPITAL AND REUSE WATER

REVENUE SUMMARY	OPERATIONS	CAPITAL Restricted	REUSE WTR Restricted	TOTAL	STORMWTR	TOTAL ALL UTILITIES
SEWER UTILITY REVENUES						
311 SEWER SERVICE- RESIDENTIAL	\$ 1,035,000			\$ 1,035,000	\$ 105,000	\$ 1,140,000
311 SEWER SERVICE - COMMERCIAL	\$ 112,000			\$ 112,000		\$ 112,000
312 CHANGE OF RECORD FEES	\$ 12,000			\$ 12,000		\$ 12,000
363 REUSE WATER REIMBURSEMENT			\$ 60,000	\$ 60,000		\$ 60,000
321 DELINQUENT CHARGES	\$ 2,200			\$ 2,200	\$ 50	\$ 2,250
322 TOTAL	\$ 1,161,200		\$ 60,000	\$ 1,221,200	\$ 105,050	\$ 1,326,250
334 OTHER INCOME						
335 CONNECTION FEE CONTRIBUTION		\$ 35,000		\$ 35,000		\$ 35,000
347 FKEC CAPITAL CREDIT	\$ 2,300			\$ 2,300		\$ 2,300
349 MISCELLANEOUS INCOME					\$ 250	\$ 250
535 MISCELLANEOUS GRANT						
XXX LONG TERM DEBT (LOAN)		\$ 2,617,016		\$ 2,617,016		\$ 2,617,016
351 INTEREST INCOME	\$ 700			\$ 700	\$ 100	\$ 800
TOTAL	\$ 3,000	\$ 2,652,016	\$ -	\$ 2,655,016	\$ 350	\$ 2,655,366
381 TOTAL ALL REVENUES	\$ 1,164,200	\$ 2,652,016	\$ 60,000	\$ 3,876,216	\$ 105,400	\$ 3,981,616

EXPENSE SUMMARY	OPERATIONS	CAPITAL Restricted	REUSE WTR Restricted	TOTAL	STORMWTR	TOTAL ALL UTILITIES
511 OPERATING EXPENSES-SEWER TREATMENT	\$ 655,298			\$ 655,298	\$ 7,500	\$ 662,798
513 REUSE WATER			\$ 52,000	\$ 52,000		\$ 52,000
514 GENERAL & ADMINISTRATIVE	\$ 188,038			\$ 188,038	\$ 14,820	\$ 202,858
515 DEBT RETIREMENT						
516 CAPITAL EXPENSES AND RESERVES						
519 CAPITAL PLANT		\$ 75,000		\$ 75,000	\$ 25,000	\$ 25,000
535 AWT MASTER PLAN		\$ 2,102,738		\$ 2,102,738		\$ 75,000
521 CAPITAL SYSTEM		\$ 60,000		\$ 60,000		\$ 2,102,738
522 MEMBRANE RESERVE						\$ 60,000
524 MEMBRANE RESERVE - REUSE	\$ 65,000			\$ 65,000		\$ 65,000
526 LATERAL RESERVE			\$ 8,000	\$ 8,000		\$ 8,000
535 MAYFIELD GRANT EXPENSES						
XXX STORMWATER PROJECTS						
TOTAL ALL EXPENSES	\$ 908,336	\$ 2,237,738	\$ 60,000	\$ 3,206,074	\$ 49,820	\$ 3,255,894
REVENUES MINUS EXPENSES	\$ 255,864	\$ 414,278	\$ -	\$ 670,142	\$ 55,580	\$ 725,722

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

WASTE WATER OPERATIONS ONLY

(EXCLUDES CAPITAL PROJECTS AND REUSE WATER)

Acc't No.	REVENUES	FISCAL YEAR 2016-2017			FY 2017-2018
		FY 2015-2016	Budget	10 mo. Actual	
343-000	SEWER UTILITY REVENUES				
343-500	SEWER SERVICE - RESIDENTIAL	\$ 961,616	\$ 1,045,098	\$1,027,208.00	\$ 1,035,371
343-501	SEWER SERVICE - COMMERCIAL	\$ 111,183	\$ 114,027	\$94,226.08	\$ 112,000
343-535	CHANGE OF RECORD FEES	\$ 13,335	\$ 5,000	\$ 11,980	\$ 13,500
343-560	DELINQUENT CHARGES	\$ 1,080	\$ 2,000	\$ 2,090	\$ 2,200
536-680	REIMBURSED LEGAL FEES	\$ -	\$ 1,500	\$ 120	\$ 150
	TOTAL	\$ 1,087,214	\$ 1,167,625	\$ 1,135,624	\$ 1,163,191
536-000	OTHER INCOME				
536-930	FKEC CAPITAL CREDIT	\$ 2,553	\$ 2,500	\$ 2,276	\$ 2,300
536-920	INTEREST INCOME	\$ 2,553	\$ 4,500	\$ 6,321	\$ 6,400
	TOTAL	\$ 5,106	\$ 7,000	\$ 8,597	\$ 8,676
	TOTAL ALL REVENUES	\$ 1,092,320	\$ 1,174,625	\$ 1,144,221	\$ 1,171,867

Acc't No.	EXPENSES	FISCAL YEAR 2016-2017			FY 2017-2018
		FY 2015-2016	Budget	10 mo. Actual	
535-000	OPERATING EXPENSES-SEWER TIE				
535-030	ELECTRICITY	\$ 137,047	\$ 130,000	\$ 108,749	\$ 138,626
535-035	INSURANCE	\$ 23,783	\$ 20,000	\$ 21,672	\$ 24,000
535-040	TELEPHONE	\$ 4,806	\$ 3,500	\$ 4,358	\$ 5,258
535-050	WATER	\$ 242	\$ 500	\$ 499	\$ 580
535-060	SYSTEMS OPERATOR	\$ 163,493	\$ 150,000	\$ 138,882	\$ 166,702
535-280	SUPPLIES & CHEMICALS	\$ 77,204	\$ 60,000	\$ 62,072	\$ 74,000
535-440	MAINT/REPAIR - PLANT	\$ 59,300	\$ 60,000	\$ 53,791	\$ 64,000
535-460	MAINT/REPAIR - SYSTEM	\$ 27,432	\$ 75,000	\$ 21,159	\$ 30,000
535-510	SLUDGE HAULING	\$ 169,172	\$ 100,000	\$ 90,723	\$ 105,000
535-080	INTERNET	\$ 1,155	\$ -	\$ 816	\$ 1,050
535-070	COMPUTER - EQUIPMENT/MAINTENAN	\$ 1,710	\$ -	\$ 1,157	\$ 1,382
	TOTAL	\$ 665,344	\$ 599,000	\$ 503,678	\$ 610,598

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

WASTE WATER OPERATIONS ONLY (2)

Acc't No.	EXPENSES	FISCAL YEAR 2016-2017				FY 2017-2018
		FY 2015-2016	Budget	10 mo. Actual	12 Mo. Estimated	
535-000	GENERAL & ADMINISTRATIVE					
535-610	SALARIES	\$ 45,036	\$ 44,520	\$ 35,971	\$ 43,000	\$ 46,200
535-615	PAYROLL TAXES	\$ 3,575	\$ 3,406	\$ 2,882	\$ 3,700	\$ 4,038
535-616	RETIREMENT BENEFITS	\$ 3,400	\$ 3,348	\$ 2,818	\$ 3,618	\$ 4,000
535-617	MEDICAL COVERAGE	\$ 10,208	\$ 11,100	\$ 9,158	\$ 11,000	\$ 12,100
535-620	ACCOUNTING	\$ 8,740	\$ 17,000	\$ 10,690	\$ 16,500	\$ 17,000
535-630	PRINTING, POSTAGE, OFFICE	\$ 1,862	\$ 6,500	\$ 3,184	\$ 3,600	\$ 4,000
535-645	CONTINGENCY EXPENSE					
535-650	CONSULTING	\$ -	\$ -	\$ 37,300	\$ 47,100	\$ 40,000
535-660	MISCELLANEOUS OFFICE	\$ 2,069	\$ 500	\$ 282	\$ 400	\$ 500
535-670	SERVICE CONTRACT	\$ 18,756	\$ 30,500	\$ 9,558	\$ 16,460	\$ 18,000
535-680	LEGAL FEES	\$ 1,413	\$ 1,500	\$ 19	\$ 50	\$ 200
535-690	LEGAL ADVERTISING		\$ 1,500	\$ 132	\$ 200	\$ 500
535-696	MAINTENANCE BY CITY EMPLOYEES	\$ 6,291	\$ 20,000	\$ 32,922	\$ 41,500	\$ 41,500
535-700	TOTAL	\$ 101,350	\$ 139,874	\$ 144,915	\$ 187,128	\$ 188,038
	DEBT RETIREMENT					
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
535-800	CAPITAL EXPENSES AND RESERVES					
535-848	MEMBRANE REPLACEMENT - EVERY 5 YEARS					\$ 65,000
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 65,000
	TOTAL ALL OPERATING REVENUES	\$ 1,092,320	\$ 1,174,625	\$ 1,144,221	\$ 1,171,867	\$ 1,164,350
	TOTAL ALL OPERATING EXPENSE	\$ 766,694	\$ 738,874	\$ 648,793	\$ 797,726	\$ 908,336
	OPERATING REVENUE MINUS EXPENSE PLUS CAPITAL	\$ 351,251	\$ 350,751	\$ 34,694	\$ (209,794)	\$ 256,014

Note:

Waste Water membrane replacement cost \$325,000 (includes duties and delivery, does not include installation or frame hardware - not expected needed), costs over 5 years.

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

Approved

CAPITAL FOR PLANT AND SYSTEM ONLY

(EXCLUDES REUSE WATER)

Acc't No.	REVENUES	FY 2015-2016	FISCAL YEAR 2016-2017			FY 2017-2018
			Budget	10 mo. Actual	12 Mo. Estimated	
536-910	CONNECTION FEE CONTRIBUTION	\$ 25,625	\$ 15,000	\$ 33,750	\$ 39,000	\$ 35,000
535-870	MAYFIELD GRANT REIMBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -
535-XXX	AWT LOAN INCOME	\$ 0	\$ 2,500,000	\$ 1,967,666	\$ 2,617,000	\$ 2,617,016
	TOTAL ALL CAPITAL REVENUES	\$ 25,625	\$ 2,515,000	\$ 2,001,416	\$ 2,656,000	\$ 2,652,016

Acc't No.	EXPENSES	FY 2015-2016	FISCAL YEAR 2016-2017			FY 2017-2018
			Budget	10 mo. Actual	12 Mo. Estimated	
535-844	CAPITAL PLANT	\$ -	\$ 40,000	\$ 23,637	\$ 33,470	\$ 75,000
535-846	CAPITAL SYSTEM	\$ -	\$ 60,000	\$ 7,234	\$ 27,234	\$ 60,000
535-860	MISCELLANEOUS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
535-871	AWT MASTER PLAN	\$ -	\$ 2,500,000	\$ 2,431,279	\$ 3,131,278	\$ 2,102,738
	PAYMENT TO STATE LOAN	\$ -	\$ -	\$ -	\$ 47,953	\$ 287,716
	TOTAL ALL CAPITAL EXPENSE	\$ -	\$ 2,600,000	\$ 2,462,150	\$ 3,239,935	\$ 2,525,454
	CAPITAL REVENUES MINUS CAPITAL EXPENSES	\$ 25,625	\$ (95,000)	\$ (460,734)	\$ (583,935)	\$ 126,562

Note: Includes Capital allotment for new required stairs related to new plant (\$25,000), and GE air ejector system (\$15,000)

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

REUSE WATER ONLY

Acc't No.	REVENUES	FY 2015-2016	FISCAL YEAR 2016-2017			FY 2017-2018
			Budget	9 Mo. Actual	12 Mo. Estimated	
343-550	R/O MAINT/REPAIR REIMBURSEMENT	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000

Acc't No.	EXPENSES	FY 2015-2016	FISCAL YEAR 2016-2017			FY 2017-2018
			Budget	10 mo. Actual	12 Mo. Estimated	
	REUSE WATER					
535-450	MAINT/REPAIR - RO SYSTEM	\$ 5,274	\$ 3,000	\$ 4,293	\$ 5,600	\$ 5,600
535-451	ELECTRIC - RO SYSTEM					
535-452	CHEMICALS - RO SYSTEM	\$ 1,284	\$ 9,000	\$ 8,797	\$ 14,000	\$ 5,000
535-453	TESTING - RO SYSTEM	\$ 7,750	\$ 9,000	\$ 7,600	\$ 9,350	\$ 9,500
535-455	CONSULTING - RO SYSTEM	\$ 6,671	\$ 7,000	\$ 7,539	\$ 13,000	\$ 14,500
535-456	INSURANCE - RO SYSTEM/BUILDING	\$ -	\$ -	\$ -	\$ -	\$ 1,400
	TOTAL	\$ 20,979	\$ 28,000	\$ 28,229	\$ 41,950	\$ 52,000
	CAPITAL EXPENSES AND RESERVES					
535-849	MEMBRANE REPLACEMENT IN 5 YEAR INTERVALS					\$ 8,000
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 8,000
	TOTAL ALL REUSE EXPENSES	\$ 20,979	\$ 28,000	\$ 28,229	\$ 41,950	\$ 60,000
	REUSE REVENUES MINUS EXPENSES	\$ 39,021	\$ 32,000	\$ 31,771	\$ 18,050	\$ -

NOTE: When expenses exceed revenues, overages are funded from operations. The Utility Board receives \$60,000.00 in funding for R/O Repairs and Maintenance. Membrane replacement cost of \$25,000, \$8,000 per year for reserves, at 3rd year of use Consulting includes service for cleaning membranes, planned 3 times per year

UTILITY BOARD - FISCAL YEAR 2017-2018 BUDGET

STORMWATER ONLY

Acc't No.	REVENUES	FISCAL YEAR 2016-2017			FY 2017-2018
		Budget	10 Mo. Actual	12 Mo. Estimated	
363-100	STORMWATER FEES	\$ 100,000	\$ 107,251	\$ 107,251	\$ 105,000
361-100	INTEREST	100	3,591	3,632	100
363-105	DELINQUENT FEES	-	21	21	50
536-915	MISCELLANEOUS INCOME/ ADMIN COSTS Transfer Fee	1,000	-	-	250
			400	400	250
	TOTAL	101,100	111,263	111,304	105,650

Acc't No.	EXPENSES	FISCAL YEAR 2016-2017			2015-2016	2017-2018
		Budget	10 Mo. Actual	12 Mo. Estimated		
	GENERAL & ADMINISTRATIVE EXPENSES					
513-031	LEGAL & PROFESSIONAL FEES	\$ 2,500	\$ 2,955	\$ 2,955	\$ 3,000	
513-032	ACCOUNTING & AUDITING FEES	1,500	1,000	1,000	1,000	
513-041	POSTAGE FEES INCLUDING (ENVELOPES)	1,500	1,507	1,600	1,500	
535-610	SALARIES, PAYROLL TAXES, FR'S & MEDICAL	1,700	1,700	1,700	1,700	
535-040	TELEPHONE	120	120	120	120	
538-046	MAINTENANCE/REPAIRS	15,000	309	1,029	7,500	
513-033	CONSULTING	-	13,506	20,000	13,000	
535-660	MISCELLANEOUS OFFICE	-	60	120	500	
	CAPITAL EXPENSES AND RESERVES					
535-800	STORMWATER PROJECTS	-	2,500	2,500	2,500	
587-100	STORMWATER RESERVES	10,000	-	-	25,000	
	TOTAL STORMWATER EXPENSES AND RESERVES	32,320	23,657	31,024	55,820	
	STORMWATER REVENUES MINUS EXPENSES	68,780	87,606	80,280	49,830	

Note

Key Colony Beach Utility Board

Treasurer's Report – August 15, 2017

- ✓ July 31, 2017 financial summary
 - Waste Water funds continue to remain in excellent shape, with 10 months of exposure for this year.
 - Based on 10 months of exposure, 2017 budget has been projected out to year's end based on current spending. With the AWT Master Plan included, the projected balance is expected to be negative balance of \$192,644.00. This negative amount is driven by the typical 3-4 week's lag time for State funds reimbursement from the open loan funds. We are projected to have an overall positive balance to the budget once the reimbursement reconcile with the monthly requests.
 - For the AWT Master Plan, the total to-date payments are \$2,468,578.93.
 - Reimbursement received to-date from the Florida State fund total \$1,967,666.00 to-date. Remaining funds not reimbursed yet are \$500,912.93
 - The Florida State Loan payment is due this month for deposit in a KCB bank account for the amount of, \$23,976.33. The payments required for the remaining 2017 budget year have been included in the 2017 expecting spending, and adequate funds exists for these payments.
 - Waste Water liquid funds are at \$1,973,102.74. I would recommend to the Utility Board we invest in higher interest bearing accounts in the next month based on the amount of funds we have in the MM account.
 - Monthly tracking file updated with July 2017 actual results, and tracking file updated against last budget year. Plot below attached.
 - Storm Water funds are also in excellent condition, with no concerns for the current status to the budget and adequate liquid funds are available, including the recent 12th street approved project for \$224,518.00
 - Recommendation to approve Waste Water Warrant #0717 for \$305,834.24
 - Recommendation to approve Storm Water Warrant #0717 for \$5,444.23

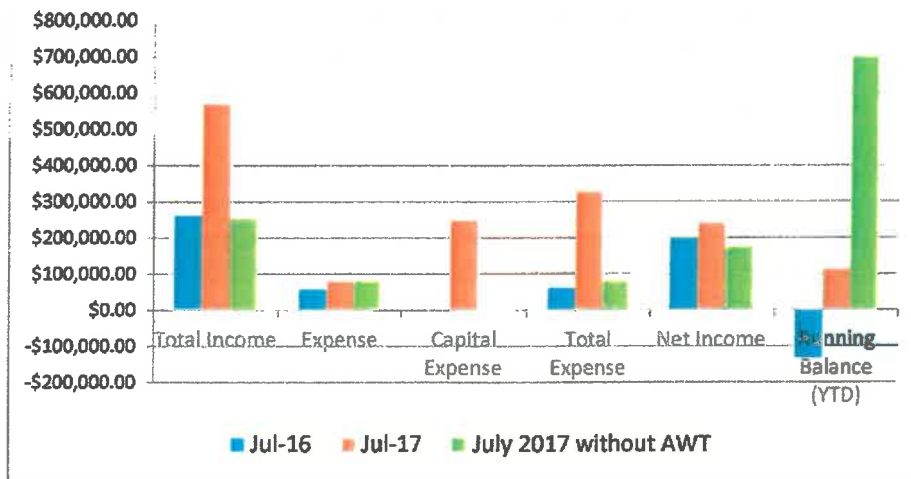
Financial data provided by Blanca Kulig

Treasurer's Report compiled by Tom Harding

Key Colony Beach Utility Board

Treasurer's Report – August 15, 2017

Key Colony Beach Utility Board - July 2016 vs. July 2017



Financial data provided by Blanca Kulig

Treasurer's Report compiled by Tom Harding