

SEMINOLE IMPROVEMENT DISTRICT

Annual Operating and Enterprise Budgets

**Fiscal Year 2023
ADOPTED 9/12/2022**

Prepared by:



SEMINOLE IMPROVEMENT DISTRICT

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SEMINOLE IMPROVEMENT DISTRICT

General Fund - Operating Budget

Fiscal Year 2023

SEMINOLE IMPROVEMENT DISTRICT

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances General Fund Fiscal Year 2023 Approved Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU JUL-2022	AUG- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
REVENUES							
Interest - Investments	\$ 12,500	\$ 3,050	\$ 3,200	\$ 3,612	\$ 722	\$ 4,334	\$ 3,100
Building Permits	548,436	503,490	487,200	172,910	34,582	207,492	207,500
Physical Environment	69,554	104,850	121,100	112,109	22,422	134,531	146,400
Interest - Tax Collector	3,467	118	-	212	-	-	-
Special Assmnts- Tax Collector	2,805,062	1,965,902	3,356,850	3,356,280	570	3,356,850	4,295,124
Special Assmnts- Other	21,496	11,164	10,727	9,674	-	9,674	8,039
Special Assmnts- Discounts	(97,532)	(74,798)	(134,274)	(129,987)	-	(129,987)	(171,805)
Developer Contribution	3,962,379	1,490,709	25,000	348,374	-	348,374	-
Other Miscellaneous Revenues	300	1,488	-	-	-	-	-
Lien Search Fee	1,908	8,925	-	13,050	-	13,050	1,900
TOTAL REVENUES	7,419,985	4,014,898	3,869,803	3,886,234	58,296	3,944,318	4,490,258
EXPENDITURES							
<i>Administrative</i>							
ProfServ-Engineering	153,672	206,228	188,700	144,031	28,806	172,837	206,200
ProfServ-Info Technology	46,662	39,468	40,300	29,984	7,935	37,919	38,700
ProfServ-Legal Services	569,279	532,390	569,300	502,343	100,469	602,812	602,800
ProfServ-Property Appraiser	150	150	-	150	-	150	-
ProfServ-Legislative Expense	90,140	90,216	90,000	75,000	15,000	90,000	90,000
ProfServ-Special Assessment	7,000	-	7,400	7,400	-	7,400	7,600
ProfServ-Other	5,121	4,503	176,700	-	854	854	5,100
ProfServ-Consultants	44,788	40,574	41,200	11,450	5,400	16,850	16,900
ProfServ-Assessment Methodology	-	-	8,400	6,900	-	6,900	7,100
Auditing Services	4,063	4,125	4,100	4,125	-	4,125	4,100
Contracts-Mgmt Services	293,500	302,300	311,400	259,500	51,900	311,400	320,700
Contracts-Admin. Service	61,800	63,700	65,600	54,667	10,933	65,600	67,600
Postage and Freight	662	2,459	1,900	848	170	1,018	2,500
Telephone/Fax/Internet Services	2,100	2,523	2,900	5,654	1,378	7,032	6,500
Utility - General	1,850	4,754	3,500	1,036	207	1,243	1,900
Lease - Copier	11,893	3,515	3,500	2,798	560	3,358	8,200
Lease-Building	-	-	43,400	-	-	-	43,400
Insurance - General Liability	6,326	1,916	7,400	11,920	-	11,920	3,100
Public Officials Insurance	2,250	2,250	2,500	1,600	-	1,600	1,900
Printing	511	2,901	3,300	471	94	565	2,900
Legal Advertising	2,711	7,457	5,100	502	100	602	7,500
Misc-Bank Charges	-	144	-	-	-	-	-
Misc-Assessmnt Collection Costs	8,431	8,880	33,569	31,882	6	31,888	85,903
Government Affairs	295	114	-	-	-	-	-
Misc-Contingency	176	39	186,379	241	-	241	2,400
Misc-Web Hosting	385	385	15,400	385	3,840	4,225	15,400
Office Supplies	611	663	5,200	508	102	610	600
Annual District Filing Fee	175	175	200	-	175	175	200
Dues, Licenses, Subscriptions	6,382	6,785	6,800	5,637	549	6,186	6,200
Total Administrative	1,320,933	1,328,614	1,824,148	1,159,032	228,477	1,387,509	1,555,403
<i>Emergency/Disaster Relief</i>							
R&M-Emergency& Disaster Relief	-	-	15,000	2,330	12,670	15,000	25,000
Total Emergency/Disaster Relief	-	-	15,000	2,330	12,670	15,000	25,000
<i>Flood Control/Stormwater Mgmt</i>							
Contracts-Solid Waste	3,021	3,038	3,000	2,615	523	3,138	3,100
Contracts-Water Analysis	8,215	13,610	13,900	9,700	3,486	13,186	13,600
Utility - Irrigation	4,396	5,963	6,700	8,085	927	9,012	9,000
Electricity - Irrigation	150	1,192	1,300	1,888	1,545	3,433	3,400
R&M-General	9,272	24,086	20,000	29,154	1,631	30,785	30,800
R&M-Aquatic Weed Control	42,675	51,424	50,400	37,411	4,238	41,649	75,000
R&M-Canals Mechanical Outfall	171	-	4,700	-	-	-	-
R&M-Canals Mechanical Maintenance	-	-	20,000	-	-	-	-
R&M-Canals Mowing	-	5,400	10,000	22,540	3,450	25,990	26,000
R&M-Boundries Outfall	12,183	6,675	37,800	12,375	-	12,375	12,200
R&M-Canals Mechanical Interior	3,891	2,311	29,100	-	-	-	3,900
R&M-Culverts, Other	-	-	2,500	-	-	-	-
Misc-Contingency	16,624	10,299	35,100	5,172	-	5,172	16,600
Cleaning Services	7,163	7,835	7,800	6,163	1,350	7,513	7,800
Op Supplies - Fuel, Oil	2,515	6,042	11,800	6,524	1,305	7,829	7,800
Total Flood Control/Stormwater Mgmt	110,276	137,875	254,100	141,627	18,455	160,082	209,200

SEMINOLE IMPROVEMENT DISTRICT

General Fund

Summary of Revenues, Expenditures and Changes in Fund Balances General Fund Fiscal Year 2023 Approved Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JUL-2022	PROJECTED AUG- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
Field							
ProfServ-Field Management	91,201	97,370	100,200	86,144	17,229	103,373	108,400
Contractual Labor	170,616	201,589	216,300	184,552	38,201	222,753	236,100
Contracts-Lakes	61,103	107,589	259,500	198,927	39,785	238,712	379,200
Contracts-Landscape R-O-W	564,555	745,660	867,200	1,126,510	121,435	1,247,945	1,565,900
Landscape Maintenance	137,850	184,245	204,700	172,635	34,527	207,162	207,200
Miscellaneous Services	486	-	-	-	-	-	-
Misc-Training	8,339	-	-	2,450	-	2,450	2,500
Total Field	1,034,150	1,336,453	1,647,900	1,771,218	251,177	2,022,395	2,499,300
Capital Expenditures & Projects							
Capital Outlay	-	-	-	12,200	-	-	-
Cap Outlay-Roads	2,585,257	1,692,103	-	155,511	-	155,511	65,000
Capital Improvements	-	56,425	25,000	-	-	-	-
Total Capital Expenditures & Projects	2,585,257	1,748,528	25,000	167,711	-	155,511	65,000
Road and Street Facilities							
Electricity - General	35,335	78,050	93,600	89,193	17,839	107,032	128,400
Road & Street Facilities	1,423	1,543	7,500	5,363	-	5,363	5,400
Total Road & Street Facilities	36,758	79,593	101,100	94,556	17,839	112,395	133,800
Other Transportation Services							
Contracts-Transportation	1,363,814	-	-	-	-	-	-
Total Other Transportation Services	1,363,814	-	-	-	-	-	-
Capital Lease Payments							
Principal-Capital Lease Obligation	1,712	1,907	2,125	1,211	914	2,125	2,367
Interest-Capital Lease Obligation	842	646	430	278	152	430	188
Total Capital Lease Payments	2,554	2,553	2,555	1,489	1,066	2,555	2,555
Non-Operating							
Debt Retirement-Other	702,979	-	-	-	-	-	-
Interest Expense-Note	104,463	-	-	-	-	-	-
Total Non-Operating	807,442	-	-	-	-	-	-
TOTAL EXPENDITURES	7,261,184	4,633,616	3,869,803	3,337,963	529,684	3,855,447	4,490,258
Excess (deficiency) of revenues Over (under) expenditures	158,801	(618,718)	-	548,271	(471,388)	88,871	-
OTHER FINANCING SOURCES (USES)							
Sale of General Capital Assets	-	7,400	-	2,600	-	2,600	-
TOTAL OTHER SOURCES (USES)	-	7,400	-	2,600	-	2,600	-
Net change in fund balance	158,801	(611,318)	-	550,871	(471,388)	91,471	-
FUND BALANCE, BEGINNING	2,159,635	2,318,436	1,707,118	1,707,118	2,257,989	1,707,118	1,798,589
FUND BALANCE, ENDING	\$ 2,318,436	\$ 1,707,118	\$ 1,707,118	\$ 2,257,989	\$ 1,786,601	\$ 1,798,589	\$ 1,798,589

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 1,798,589
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	-
Total Funds Available (Estimated) - 9/30/2023	1,798,589

ALLOCATION OF AVAILABLE FUNDS

<i>Assigned Fund Balance</i>	
Operating Reserve - Operating Capital	1,106,315 ⁽¹⁾
Total Allocation of Available Funds	1,106,315

Total Unassigned (undesignated) Cash	\$ 692,275
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Notes

(1) Represents approximately 3 months of operating expenditures

Budget Narrative
Fiscal Year 2023

Revenue

Interest - Investments

The District earns interest on amounts invested in a money-market account.

Building Permits

The District collects permit fees for development construction projects.

Physical Environment

The District is reimbursed by the City Westlake for the time its personnel spend serving Westlake needs and for the cost of electricity for streetlights.

Special Assessment - Tax Collector

The District levies a Non-Ad Valorem assessment on all sold and platted parcels within its boundaries to fund operating expenditures.

Special Assessment - Other

A Non-Ad Valorem assessment is billed directly to the Palm Beach County School District on specific parcels within the District to fund operating expenditures.

Special Assessment - Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Lien Search Fee

The District collects fees for lien searches when properties in Westlake are sold.

Expenditures

Expenditures – Administrative

Professional Services - Engineering

This represents the cost of attending and preparing for monthly board meetings, reviewing invoices, completing specifically requested assignments and performing other general engineering services for the District.

Professional Services - Info Technology

This represents the District's share of the cost to develop and maintain the information technology infrastructure it shares with the City of Westlake.

Professional Services - Legal Services

This represents the cost of attending and preparing for monthly meetings, reviewing operating and maintenance contracts, and completing other specifically requested assignments by the District's legal counsel.

Professional Services – Legislative Expense

This represents the cost of representation to the Florida legislature and related state agencies.

Professional Services - Special Assessment

This represents the cost to put the District's assessments on the Tax Roll, as well as the costs to produce estoppel letters and otherwise maintain the assessment rolls throughout the year. The District receives these services as part of a Management Agreement with Inframark Infrastructure Management Services.



Budget Narrative
Fiscal Year 2023

<i>Expenditures – Administrative (continued)</i>
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Professional Services - Other

This represents the cost of construction inspection services provided to the District.

Professional Services - Consultants

This represents the cost of consultants to assist with issues such as land planning, rate studies and special reports.

Professional Services - Assessment Methodology

This represents the cost to develop and maintain the methodology used to calculate the District's assessments for the Tax Roll.

Auditing Services

This represents the cost to conduct an annual audit of the District's financial statements by an independent Certified Public Accounting firm.

Contracts - Management Services

This represents the cost of Management, Accounting and Accounts Payable services provided as part of a Management Agreement with Inframark Infrastructure Management Services. The budgeted amount for the fiscal year is based on the contracted fees outlined in the Management Agreement.

Contracts - Administrative Service

This represents the cost to provide onsite administrative work, including receivables, field data entry and customer service. The District receives these services as part of a Management Agreement with Inframark Infrastructure Management Services.

Postage and Freight

This represents the cost of postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Telephone/Fax/Internet Services

This represents the cost of telephone and internet services. The budgeted amount for the fiscal year is based on prior year spending.

Utility - General

This represents the cost of general outside lighting in areas throughout the District, as well as electricity for the District offices. The service is provided by FPL.

Lease – Copier

This represents the District's share of machine lease payments made for the copiers the District shares with the City of Westlake.

Lease – Building

This represents the District's share of office lease payments made for space the District shares with the City of Westlake.

Public Officials/General Liability Insurance

This represents the cost of General Liability & Public Officials Liability Insurance policy provided by Public Risk Insurance Agency. Public Risk Insurance specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premiums plus any anticipated market adjustments.

Printing

The represents the cost to produce copies used to prepare agenda packages, create required mailings and perform other special projects. The District receives this service as part of a Management Agreement with Inframark Infrastructure Management Services.

Budget Narrative
Fiscal Year 2023

Expenditures – Administrative (continued)

Legal Advertising

This represents the cost to publish required notices of monthly Board meetings and other public hearings in a newspaper of general circulation.

Misc - Assessment Collection Costs

The represents the cost to reimburse the Palm Beach County Tax Collector for its necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 1% on the amount of special assessments collected and remitted, whichever is greater. The current budget for collection costs was based on a maximum of 1% of the anticipated assessment collections.

Misc. - Contingency

This represents nonrecurring expenditures for which a budget line does not exist.

Misc - Web Hosting

This represents the cost of website hosting, posting information to meet current Florida Statutes, annual domain name fees and any modifications to the web sites.

Office Supplies

This represents the cost of supplies used to prepare agenda packages, create required mailings and perform other special projects. The budget for this line item also includes the cost for supplies in the District office.

Annual District Filing Fee

This represents the annual fee the District is required to pay to the Florida Department of Community Affairs.

Dues, Licenses, Subscriptions

This represents the cost of dues and subscriptions including membership in associations devoted to the management of special districts in Florida. They include but are not limited to the Florida Association of Special Districts (FASD), Florida Rural Water Association, Florida Floodplain Manager’s Assoc and American Waterworks Assoc.

Operations and Maintenance:

Expenditures – Emergency/Disaster Relief

R&M - Emergency & Disaster Relief

This represents the cost of immediate needs of the District immediately following a disaster to facilitate the recovery from the event.

Expenditures – Flood Control/Stormwater Management

Contracts – Solid Waste

This represents the cost for recycling collection, as well as disposal of yard waste and bulk items.

Contracts - Water Analysis

This represents the cost of water analysis for surface water utilized in keeping the canal levels at the appropriate levels. It is a requirement of the interlocal agreements and other regulatory requirements that the surface water be tested for pollutants. The water is secured from the intakes on the M canal. Currently, Donovan Water Corporation provides this service.

Budget Narrative
Fiscal Year 2023**Expenditures – Flood Control/Stormwater Management (continued)****Utility - Irrigation**

This represents the cost of water used for irrigation throughout the Agricultural areas. In accordance with an interlocal agreement with the City of West Palm Beach the District pays an annual fee as well as per acre feet of water drawn from the M Canal.

Electricity - Irrigation

The represents the cost of electricity for the State Road 80 location.

R&M - General

This represents the cost of general repairs and maintenance for automobiles, tractors, mowers and other machinery.

R&M - Aquatic Weed Control

This represents the cost to apply chemicals that minimize or eliminate various aquatic weeds from the canal, lake and pond infrastructure throughout the District. This service is provided by Southern Aquatic & Upland Services.

R&M - Canals Mowing

This represents the cost of specialty mowing for the steep banks of the drainage canals throughout the District. The District determined that it was more economical to contract specialty mowing rather than owning and maintaining the specialty equipment. This service is provided by Thomas Messier, Inc.

R&M - Boundaries Outfall

This represents the cost to maintain the main outfall at the southern end of the canal along SR 80 (Southern Blvd.)

R&M - Canals Mechanical Interior

This represents the cost of repairs and maintenance of the various control gates throughout the District. This includes repair and replacement of hydraulic hoses, parts and oil for the hydraulic pumps

Misc. - Contingency

This represents nonrecurring expenditures for which a budget line does not exist.

Cleaning Services

This represents the District's share of costs to clean office space shared with the City of Westlake.

Op Supplies - Fuel, Oil

This represents the cost for the fuel and oil necessary to operate the field and flood control aspects of the District, as well as the cost for fuel for the tractors and trucks used to maintain the right of way and flood control gates

Expenditures - Field**Professional Services - Field Management**

This represents the cost to oversee the day-to-day aspects of the field operations. These services are provided by Blake's Well & Pump.

Contractual Labor

This represents the cost of labor to perform field operations. The District receives these services as part of a Management Agreement with Inframark Infrastructure Management Services.

Contracts - Lakes

This represents the cost of landscaping services around the District's lakes.

Budget Narrative
Fiscal Year 2023

Contracts - Landscape ROW

This represents the cost of landscaping services of the rights-of-way.

Expenditures – Field (continued)

Landscape Maintenance

This represents the cost of landscaping services around the District office and other locations within the District. These services are provided by Messier Contracting.

Misc – Training

This represents the cost to maintain and enhance the abilities of District field staff.

Expenditures – Capital Expenditures & Projects

Capital Outlay - Roads

This represents the cost of necessary revisions to the design of roundabouts within the City of Westlake.

Expenditures – Road and Street Facilities

Electricity – General

This represents the cost to provide electricity to streetlights. This cost will be reimbursed by the City of Westlake.

Road and Street Facilities

This represents the cost of street sweeping, signage and gate repairs.

Expenditures – Capital Lease Payments

Principal/Interest Capital Lease Obligation

This represents the interest expense and reduction in the capital lease obligation related to a copier software lease.

SEMINOLE IMPROVEMENT DISTRICT

Enterprise Fund - Water and Sewer Budgets

Fiscal Year 2023

Summary of Revenues, Expenses and Changes in Net Assets
Enterprise Fund-Operating
Fiscal Year 2023 Approved Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU JUL-2022	AUG- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
OPERATING REVENUES							
Interest - Investments	\$ 9,804	\$ 4,260	\$ 4,900	\$ 2,289	\$ 458	\$ 2,747	\$ 2,700
Water-Sewer Combination Revenue	-	1,732	-	-	-	-	-
Hydrant Water-Base Rate	-	39,074	-	81,343	27,114	108,457	118,200
Hydrant Water-Usage	-	12,932	-	14,186	4,729	18,915	20,600
Water Revenue	310,162	303,022	731,500	-	-	-	-
Water-Base Rate	-	116,667	-	234,136	78,045	312,181	340,100
Water-Usage	-	108,365	-	286,421	95,474	381,895	416,000
Irrigation-Base Rate	-	40,268	-	92,579	30,860	123,439	134,500
Irrigation-Usage	-	164,385	-	316,488	105,496	421,984	459,700
Sewer Revenue	222,141	222,360	535,700	-	-	-	-
Sewer-Base Rate	-	110,811	-	262,254	87,418	349,672	413,600
Sewer-Usage	-	98,993	-	218,996	72,999	291,995	345,400
Reuse Water Revenue	167,721	159,134	491,000	-	-	-	-
Meter Fees	252,538	424,471	275,900	268,136	42,697	310,833	306,700
Penalties	150	250	-	20,825	-	20,825	-
Admin Fee	17,445	32,450	9,600	27,575	5,515	33,090	17,400
AGRF - Water	104,666	253,180	91,200	204,612	68,204	272,816	252,200
AGRF - Wastewater	47,201	116,707	41,900	93,977	31,326	125,303	122,300
Other Operating Revenues	1,960	7,733	-	24	-	24	-
Disposition of Fixed Assets	(2,000,000)	-	-	-	-	-	-
Developer Contribution	-	3,500,646	-	-	-	-	-
Lien Search Fee	150	150	-	-	-	-	-
Connection Fees - W/S	1,321,645	2,375,870	685,000	1,718,155	572,718	2,290,873	-
TOTAL OPERATING REVENUES	455,583	8,093,460	2,866,700	3,841,996	1,223,052	5,065,048	2,949,400
OPERATING EXPENSES							
<i>Administrative</i>							
ProfServ-Engineering	163,672	206,184	188,600	144,031	28,806	172,837	172,800
ProfServ-Info Technology	58,543	84,353	80,400	93,706	12,970	106,676	84,400
ProfServ-Legal Services	-	10,220	25,600	6,017	1,203	7,220	10,200
ProfServ-Utility Billing	-	47,600	128,800	103,742	20,748	124,490	176,900
ProfServ-Consultants	-	21,294	-	44,543	7,640	52,183	-
Auditing Services	4,063	4,125	4,100	4,125	-	4,125	4,100
Contracts-Mgmt Services	17,700	18,200	18,700	15,583	3,117	18,700	19,300
Contracts-Admin. Service	139,100	143,300	147,600	123,000	24,600	147,600	152,000
Communication - Telephone	1,368	1,739	1,700	5,274	1,055	6,329	6,300
Postage and Freight	1,396	1,021	1,200	1	-	1	1,400
Lease - Office Equipment	7,038	6,865	6,300	4,618	1,248	5,866	5,700
Public Officials Insurance	2,250	2,250	2,500	1,600	-	1,600	1,900
Insurance(Liab,Auto,Property)	12,159	17,499	19,200	15,605	-	15,605	22,000
Misc-Bank Charges	1,919	3,310	2,800	2,425	485	2,910	3,300
Misc-Contingency	6,983	36,099	273,400	17,060	198	17,258	191,400
Office Supplies	51	123	-	-	-	-	-
Dues, Licenses,Subscriptions	2,050	1,800	1,800	2,620	-	2,620	1,800
Bad Debt Expenses	-	-	1,800	-	-	-	1,800
Total Administrative	418,292	605,982	904,500	583,950	102,070	686,020	855,300
Contracts-Bulk Potable Water	137,545	119,230	155,300	157,657	31,531	189,188	384,200
Contracts-Bulk Wastewater	85,708	78,985	102,800	106,683	21,337	128,020	305,000
Contracts-Building and Grounds	6,060	6,180	6,100	4,750	1,130	5,880	6,100
Contracts-Bulk Reclaimed Water	94,964	119,214	198,300	139,901	27,980	167,881	157,500
Communication - Teleph - Field	416	-	-	-	-	-	-
Communications-Other	-	-	2,000	-	-	-	2,000
Electricity - General	24,366	33,312	41,400	47,064	9,511	56,575	57,100
Utility - Gas	-	-	1,200	1,194	1,114	2,308	2,700
Utility Fees	9,496	11,921	19,800	13,990	2,800	16,790	15,800
R&M-Meters	78,477	33,426	78,500	16,307	4,659	20,966	78,500
R&M-Meter Set Up	160,514	209,230	197,400	190,187	38,037	228,224	228,200
R&M-Potable Water Lines	1,709	2,294	1,900	3,741	748	4,489	2,300
R&M-Site Facilities	5,883	5,640	5,900	4,500	900	5,400	5,900
R&M-Water Plant Equipment	4,342	7,715	7,800	3,652	7,495	11,147	11,100
Miscellaneous Services	50	291	3,500	873	-	873	900
Op Supplies - Chemicals	4,235	-	4,200	5,926	1,185	7,111	7,100
Total Water-Sewer Comb Services	613,765	627,438	826,100	696,425	148,428	844,853	1,264,400

Summary of Revenues, Expenses and Changes in Net Assets
 Enterprise Fund-Operating
 Fiscal Year 2023 Approved Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU JUL-2022	AUG- SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
Field							
ProfServ-Field Management	34,978	36,928	38,000	32,688	6,538	39,226	41,000
Contractual Labor	83,956	103,089	98,100	83,698	25,986	109,684	107,100
Misc-Contingency	326	-	-	-	-	-	-
Total Field	119,260	140,017	136,100	116,386	32,523	148,909	148,100
Capital Expenses & Projects							
Impr.-Water/Wastewater Systems	-	-	1,000,000	-	-	-	-
Depreciation Expense	570,998	690,035	-	-	-	-	-
Total Capital Expenses & Projects	570,998	690,035	1,000,000	-	-	-	-
TOTAL OPERATING EXPENSES & RESERVES	1,722,315	2,063,472	2,866,700	1,396,761	283,021	1,679,782	2,267,800
Operating income (loss)	(1,266,732)	6,029,988	-	2,445,235	940,031	3,385,266	681,600
OTHER FINANCING SOURCES (USES)							
Connection Fees - W/S	-	-	-	-	-	-	1,021,300
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	1,021,300
Change in net assets	(1,266,732)	6,029,988	-	2,445,235	940,031	3,385,266	1,702,900
TOTAL NET ASSETS, BEGINNING	7,616,239	6,349,507	12,379,495	12,379,495	-	12,379,495	15,764,761
TOTAL NET ASSETS, ENDING	\$ 6,349,507	\$ 12,379,495	\$ 12,379,495	\$ 14,824,730	\$ 940,031	\$ 15,764,761	\$ 17,467,661

Budget Narrative
Fiscal Year 2023

Revenue

Interest - Investments

The District earns interest on amounts invested in a money-market account.

Hydrant Water – Base Rate

The District bills each water/sewer system customer for its water/reclaimed usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Hydrant Water - Usage

The District bills each water/sewer system customer for its water/reclaimed in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Water – Base Rate

The District bills each water/sewer system customer for its water/reclaimed usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Water - Usage

The District bills each water/sewer system customer for its water/reclaimed usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Irrigation – Base Rate

The District bills each water/sewer system customer for its water/reclaimed usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Irrigation - Usage

The District bills each water/sewer system customer for its water/reclaimed usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Sewer – Base Rate

The District bills each water/sewer system customer for its sewer system usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Sewer - Usage

The District bills each water/sewer system customer for its sewer system usage in accordance with existing rate study estimates. Anticipated revenue is allocated to service type based on current year revenue.

Meter Fees

The District charges for meter installation when opening each new water/system account.

Admin Fee

The District collects a fee from each new water/sewer system customer to cover administrative expenses incurred in creating an account.

AGFRF – Water

The District charges each new water/sewer system customer an Accrued Guaranteed Revenue Fee (AGRF) for water service in accordance with the adopted rate schedule.

AGRF - Wastewater

The District charges each new water/sewer system customer an Accrued Guaranteed Revenue Fee (AGRF) for wastewater service in accordance with the adopted rate schedule.

Budget Narrative
Fiscal Year 2023

Expenditures

Expenditures –Administrative

Professional Services - Engineering

This represents the cost of attending and preparing for monthly board meetings, reviewing invoices, completing specifically requested assignments and performing other general engineering services for the District related to the water/sewer system.

Professional Services - Info Technology

This represents the cost of professional fees for maintenance of the GIS system the District shares with the City of Westlake.

Professional Services - Legal Services

The District's legal counsel will provide legal services to the District regarding water/sewer issues, i.e., attendance and preparation for monthly meetings, review of operating and maintenance contracts and other specifically requested assignments.

Professional Services – Utility Billing

This represents the cost of maintaining the District's third-party utility billing system.

Auditing Services

This represents the cost to conduct an annual audit of the District's financial statements by an independent Certified Public Accounting firm.

Contracts - Management Services

This represents the cost of Management, Accounting and Accounts Payable services provided as part of a Management Agreement with Inframark Infrastructure Management Services. The budgeted amount for the fiscal year is based on the contracted fees outlined in the Management Agreement.

Contracts - Administrative Service

This represents the cost to provide onsite administrative work, including water billing, receivables, and field data entry and customer service. The District receives these services as part of a Management Agreement with Inframark Infrastructure Management Services.

Communication - Telephone

This represents the cost of telephone services. The budgeted amount for the fiscal year is based on prior year spending.

Postage & Freight

This represents the cost of postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Lease – Office Equipment

This represents the cost of quarterly lease payments for postage machines.

Public Officials Insurance/Insurance (Liab,Auto,Property)

This represents the cost of General Liability, Auto, Property & Public Officials Liability Insurance policy provided by Public Risk Insurance Agency. Public Risk Insurance specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premiums plus any anticipated market adjustments.

Misc. - Bank Charges

This represents the cost of bank charges and other related expenses that are incurred during the year.

Misc.-Contingency

This represents the cost of nonrecurring expenses necessary for operations or maintenance of the water and wastewater system not covered in specific line items within the budget.

Budget Narrative
Fiscal Year 2023

Expenditures –Administrative (continued)

Dues, Licenses and Subscriptions

The represents the cost of the District’s operating license as well as the cost of memberships in necessary organizations.

Bad Debt Expenses

This represents an estimate of the cost of uncollectible accounts receivable.

Expenditures – Water-Sewer Comb Services

Contracts - Bulk Potable Water

This represents the cost to purchase potable water from Palm Beach County Water Utilities in accordance with existing rate study estimates.

Contracts - Bulk Wastewater (Sewer)

This represents the cost of wastewater services provided by Palm Beach County Water Utilities in accordance with existing rate study estimates.

Contracts - Building and Grounds

This represents the cost to maintain the grounds of the remote site for the storage tank. Currently the contractor is Botanical Oasis

Contracts - Bulk Reclaimed Water

This represents the cost to purchase reclaimed water from Palm Beach County Water Utilities in accordance with existing rate study estimates.

Communications - Other

This represents the cost of a system to control and receive information from the District’s lift stations remotely.

Electricity - General

This represents the cost of electricity to operate the wastewater lift stations and remote site re-use pumps. The service is provided by FPL.

Utility - Gas

This represents the cost of natural gas to operate the Hammocks and Meadows lift stations. The service is provided by Florida Public Utilities Corp.

Utility Fees

This represents the cost of monthly franchise fees paid to Royal Palm Beach for bulk reclaimed water.

R&M - Meters

This represents the cost to purchase meters for the water/sewer system.

R&M- Meter Set Up

This represents the cost to set up new meter for the water and sewer systems.

R&M - Potable Water Lines

This represents the cost of repairs and maintenance to the water distribution system in the District, includes parts and labor.

R&M - Site Facilities

This represents the cost of monthly inspections of the water/sewer system. Currently the contractor is Christopher Abbott.

R&M - Water Plant Equipment

This represents the cost of repairs and maintenance to the water plant equipment.

Budget Narrative
Fiscal Year 2023

Expenditures – Water-Sewer Comb Services (continued)

Miscellaneous Services

This represents the cost of permit reviews, troubleshooting, site grading, reimbursement for parts etc.

Op Supplies - Chemicals

This represents the cost of chemicals necessary to operate the re-use pump stations.

Expenditures – Field

Professional Services - Field Management

This represents the cost to oversee the day-to-day aspects of the field operations. These services are provided by Blake's Well & Pump.

Contractual Labor

This represents the cost of labor to perform field operations. The District receives these services as part of a Management Agreement with Inframark Infrastructure Management Services.

Other Financing Sources (Uses)

Connection Fees – W/S

The District charges each new water/sewer system customer a capital connection charge in accordance with the adopted rate schedule. This represents a contribution toward future capital costs necessary to maintain the system.

Summary of Revenues, Expenses and Changes in Net Assets
 Enterprise-Debt Service
 Fiscal Year 2023 Approved Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JUL-2022	PROJECTED AUG- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
OPERATING REVENUES							
Interest - Investments	\$ -	\$ -	\$ -	\$ 333	\$ 666	\$ 999	\$ 1,000
TOTAL OPERATING REVENUES	-	-	-	333	666	999	1,000
OPERATING EXPENSES							
<i>Debt Service</i>							
Interest Expense	-	-	-	-	-	-	712,400
Total Debt Service	-	-	-	-	-	-	712,400
TOTAL OPERATING EXPENSES & RESERVES	-	-	-	-	-	-	712,400
Operating income (loss)	-	-	-	333	666	999	(711,400)
OTHER FINANCING SOURCES (USES)							
Transfers Out-Construction	-	-	-	(9,876,112)	-	(9,876,112)	-
TOTAL OTHER SOURCES (USES)	-	-	-	(9,876,112)	-	(9,876,112)	-
Change in net assets	-	-	-	(9,875,779)	666	(9,875,113)	(711,400)
TOTAL NET ASSETS, BEGINNING	-	-	-	-	-	-	(9,875,113)
TOTAL NET ASSETS, ENDING	\$ -	\$ -	\$ -	\$ (9,875,779)	\$ 666	\$ (9,875,113)	\$ (10,586,513)

Summary of Revenues, Expenses and Changes in Net Assets
 Enterprise Fund-Construction
 Fiscal Year 2023 Approved Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ADOPTED BUDGET FY 2022	ACTUAL THRU JUL-2022	PROJECTED AUG- SEP-2022	TOTAL PROJECTED FY 2022	ANNUAL BUDGET FY 2023
OPERATING REVENUES							
Interest - Investments	\$ -	\$ -	\$ -	\$ 2,004	\$ 4,008	\$ 6,012	\$ 6,000
TOTAL OPERATING REVENUES	-	-	-	2,004	4,008	6,012	6,000
OPERATING EXPENSES							
<i>Capital Expenses & Projects</i>							
Buildings	-	-	-	-	-	-	1,918,700
Cap Outlay - Storage Tank	-	-	-	-	-	-	4,262,200
Cap Outlay - Pump Station	-	-	-	-	-	-	282,600
<i>Total Capital Expenses & Projects</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,463,500</u>
TOTAL OPERATING EXPENSES & RESERVES	-	-	-	-	-	-	6,463,500
Operating income (loss)	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,004</u>	<u>4,008</u>	<u>6,012</u>	<u>(6,457,500)</u>
OTHER FINANCING SOURCES (USES)							
Transfers In-Debt Service	-	-	-	9,876,112	-	9,876,112	-
TOTAL OTHER SOURCES (USES)	-	-	-	9,876,112	-	9,876,112	-
Change in net assets	-	-	-	9,878,116	4,008	9,882,124	(6,457,500)
TOTAL NET ASSETS, BEGINNING	-	-	-	-	-	-	9,882,124
TOTAL NET ASSETS, ENDING	\$ -	\$ -	\$ -	\$ 9,878,116	\$ 4,008	\$ 9,882,124	\$ 3,424,624

SEMINOLE IMPROVEMENT DISTRICT

Supporting Budget Schedules

Fiscal Year 2023

Seminole

Improvement District

FY2022 - FY2023 Non-Ad Valorem Assessment Summary

Product Type		General Fund		
		FY 2023	FY 2022**	Percent Change
<u>Tax Roll</u>	<u>Units/Sq. Ft.</u>			
< 4,999	246.00	\$587.78	\$ 503.76	17%
5,000 - 5,999	535.00	\$605.59	\$ 521.13	16%
6,000 - 6,999	1,026.00	\$623.41	\$ 538.49	16%
7,000 - 7,999	586.00	\$641.22	\$ 555.85	15%
8,000 - 8,999	536.00	\$659.03	\$ 573.21	15%
9,000 - 9,999	273.00	\$676.85	\$ 590.57	15%
10,000 - 10,999	144.00	\$694.66	\$ 607.93	14%
11,000 - 11,999	138.00	\$712.47	\$ 625.29	14%
12,000 - 12,999	114.00	\$730.29	\$ 642.65	14%
13,000 - 13,999	55.00	\$748.10	\$ 660.01	13%
> 14,000	93.00	\$765.91	\$ 677.37	13%
Condo/Townhouse Unit	800.00	\$556.43	\$ 501.81	11%
Hotel	150.00	\$142.71	\$ 34.21	317%
General Office	1,438,918.00	\$0.54	\$ 0.40	34%
Hospital	10,379.00	\$0.62	\$ 0.40	54%
Church (38,155 sq. ft.)	38,155.00	\$0.92	\$ 0.42	118%
General Office (3,636 sq. ft. - 77-40-43-01-04-001-0030)	3,636.00	\$0.55	\$ 0.40	36%
General Office (8,912 sq. ft. - 77-40-43-01-01-001-0020)	8,912.00	\$0.54	\$ 0.40	34%
Retail	420,595.00	\$1.02	\$ 0.43	137%
Publix Retail Center (76,902 sq. ft.)	76,902.00	\$0.92	\$ 0.42	117%
Mobil Gas and Convenience (2,503 sq. ft.)	2,503.00	\$3.83	\$ 0.60	534%
Community College	3,000.00	\$18.99	\$ 4.12	361%
FPL Solar Farm	400.00	\$71.89	\$ 70.04	3%
FPL Sub-Station	0.40	\$706.63	\$ 667.47	6%
<u>Off-Roll</u>	<u>Acres</u>			
WP/GG (School) *	56	\$ 3,708.50	\$ 4,948.50	-25%
SRCHS (School) *	53.892	\$ 3,541.71	\$ 4,725.93	-25%
New Site (School) *	12.006	\$ 789.02	\$ 1,052.84	-25%

**** Please note that the FY 2022 calculations are for comparison purposes only.**