

**FORM
LB-11**

This fund is authorized and established by Resolution No. 15-02 on April 16, 2015 for the following specified purpose; to accumulate reserve funds for the purchase, repair and renovation of District systems, facilities and equipment.

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.
Date can not be more than 10 years after establishment.
Review Year: April of 2025

Capital Reserve Fund
(Fund)

OWW Unit 2 Sanitary District
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-23					
Actual		Adopted Budget Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2019-20	First Preceding Year 2020-21								
RESOURCES									
1	145,732	176,124	206,414	1	Cash on hand * (cash basis), or	236,414			1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	392	439		4	Interest	400			4
5	30,000	30,000	30,000	5	Transferred IN, from other funds	30,000			5
6				6					6
7				7					7
8				8					8
9	176,124	206,563	236,414	9	Total Resources, except taxes to be levied	266,814	-	-	9
10				10	Taxes estimated to be received				10
11				11	Taxes collected in year levied				11
12	176,124	206,563	236,414	12	TOTAL RESOURCES	266,814	-	-	12
REQUIREMENTS **									
13				13	Org. Unit or Prog. & Activity	Object Classification	Detail		13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24	176,124	206,563		24	Ending balance (prior years)				24
25			236,414	25	UNAPPROPRIATED ENDING FUND BALANCE		266,814		25
26	176,124	206,563	236,414	26	TOTAL REQUIREMENTS		266,814		26

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-20**

RESOURCES

Public Works (Enterprise Fund)
(Fund)

OWW Unit 2 Sanitary District
(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1	150	150	150	1. Petty Cash	150			1
2	110,583	35,578	30,000	2. Operating Checking	30,000			2
3	145,732	176,124	206,414	3. Capital Reserve Fund	236,414			3
4	354,785	418,806	510,000	4. LGIP - SDC's Monies	600,000			4
5	294,019	290,539	290,000	5. LGIP - USDA Loan Reserve Payment	290,000			5
6	288,500	288,500	288,500	6. LGIP - RUS Reserve Requirement	288,500			6
7	1,193,769	1,209,697	1,325,064	7. Total Beginning Cash	1,445,064	-	-	7
8	20,715	7,815	15,000	8. Interest (Temporary Investments)	15,000			8
9	15,180	16,698	16,698	9. Lease Income (AT&T) \$1,391.50 per month	16,698			9
10	643,729	658,665	659,712	10. User Fees x 875 (\$64.00 Monthly Fee)	672,000			10
11	170,963	153,765	53,960	11. SDC Fees & Connection Fee x 5 (\$11,981.00)	59,905			11
12	20,540	18,137	20,000	12. Other Fees and Charges	20,000			12
13	-	-	-	13. Grant Income	-	-	-	13
14	871,127	855,080	765,370	14. Total Income, except taxes to be levied	783,603	-	-	14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23	2,064,896	2,064,777	2,090,434	23. Total resources, except taxes to be levied	2,228,667	-	-	23
24				24. Taxes estimated to be received				24
25				25. Taxes collected in year levied				25
26	2,064,896	2,064,777	2,090,434	26. TOTAL RESOURCES	2,228,667	-	-	26

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

Public Works
(Name of Fund)

OWW Unit 2 Sanitary District
(Name of Municipal Corporation)

	Historical Data		Adopted Budget This Year 2021-22	REQUIREMENTS FOR: Sewer Services	Budget For Next Year 2022-23			
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2019-20	First Preceding Year 2020-21						
				PERSONNEL SERVICES				
1	181,029	192,862	211,932	1. Salaries (Wages, Over-time, On-Call, Temp)	213,420			1
2	53,842	66,977	85,000	2. Benefits (Health Insurance & Retirement)	95,000			2
3	19,122	22,407	27,000	3. Taxes & Insurance (Payroll Taxes & W.C. Insurance)	30,000			3
4				4				4
5	253,993	282,246	323,932	5. TOTAL PERSONNEL SERVICES	338,420	-	-	5
6	2.50	3.50	3.50	6. Total Full-Time Equivalent (FTE)	3.50	3.50	3.50	6
				MATERIALS AND SERVICES				
7	3,608	3,877	4,000	7. Bank Charges	5,000			7
8	660	530	5,000	8. Education & Training	5,000			8
9	3,406	860	5,000	9. Travel, Lodging & Meals	5,000			9
10	2,840	3,438	5,000	10. Fees, Dues & Assessments	8,000			10
11	10,503	12,477	13,000	11. Property Insurance & Taxes	15,000			11
12	1,652	1,684	2,500	12. Licenses & Permits	3,000			12
13	1,848	2,005	2,500	13. Administration Costs	3,000			13
14	19,832	24,970	30,000	14. Contract Service	40,000			14
15	10,854	11,501	10,000	15. Office Costs (Paper, Supplies, Postage)	13,000			15
16	35,986	41,931	40,000	16. Utilities (Electric, Propane, Telephone, Garbage)	45,000			16
17	19,261	6,584	17,000	17. Plant Supplies & Testing	16,000			17
18	31,267	28,100	61,000	18. Operation Maintenance & Repair	83,000			18
19	141,717	137,957	195,000	19. TOTAL MATERIALS AND SERVICES	241,000			19
				CAPITAL OUTLAY				
20	20,450	26,356	40,000	20. Construction	10,000			20
21	127,829	47,678	40,000	21. Equipment	130,000			21
22				22				22
23	148,279	74,034	80,000	23 TOTAL CAPITAL OUTLAY	140,000	-	-	23
24	543,989	494,237	598,932	24 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	719,420	-	-	24
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
25				25				25
26	543,989	494,237	598,932	26 TOTAL ORG./PROG. REQUIREMENTS	719,420	-	-	26

PERSONNEL SERVICES

Salaries (wages, over-time, on-call, temp)

Manager: \$ 31.00	2080	\$ 64,480
Operator: \$ 22.00	2080	\$ 45,760
Operator: \$ 21.00	2080	\$ 43,680
Office Manager:		\$ 40,000
Overtime:		\$ 9,500
On-call:		\$ 10,000
		<u>\$ 213,420</u>

Benefits (Health Insurance and Retirement)

Health Insurance:	\$ 80,000
Retirement:	\$ 15,000
	<u>\$ 95,000</u>

Taxes & Insurance (Payroll Taxes and Worker's Comp Insurance)

Taxes:	\$ 23,000
Worker's Comp Ins:	\$ 7,000
	<u>\$ 30,000</u>

Total Personnel Services: \$ 338,420

Proposed by Budget Officer

MATERIALS & SERVICES

Plant Supplies & Testing	
Testing	
Groundwater	\$2,000
Soil	\$1,000
Influent	\$3,000
Effluent	\$1,000
Lab Supplies & Parts (chemicals, respirators, sampling bottles, etc.)	
	\$1,000
Chemicals	
Biolynceus (Grease Control)	\$3,000
Chlorine (Tablets/Liquid)	\$5,000
Total	\$16,000

Operation Maintenance & Repairs	
General Shop Supplies (cleaners, gloves, paper towels, etc.)	
	\$7,000
Tools	
	\$3,000
Building Repairs & Maintenance (Seal block buildings, lighting, etc.)	
	\$4,000
Equipment Maintenance & Repairs (Vacuum Station, Pivots, Lift Stations, SCADA System, Soft Starts, Electrical, Pump Rebuilding, including TAG for Repairs)	
	\$25,000
Chambers & Pressure Sumps (Vacuum & Pressure pit parts, check valves, hose clamps, bag valve center sections & diaphragm's)	
	\$6,000
Fuel (Gas & Diesel)	
	\$12,000
Vehicle Maintenance & Repairs Pickups, Pumper, Backhoe, Mower, Kubota, Jetter (includes tires, batteries, oil changes, etc.)	
	\$5,000
Property Maintenance	
Fertilizer Section 25	\$6,000
Irrigation Filter Housing	\$5,000
Section 25 fire reduction (equipment rental)	\$5,000
weed spraying, signage, etc.	\$5,000
Total	\$83,000

Capital Outlay	
Construction	
Handicap Ramp (back door Office Building)	\$ 10,000

Equipment		\$ 130,000
	Vacuum Pits	\$ 30,000
	Electrical Panel Rewiring (Section 25)	\$ 30,000
	Lift Station Pumps (2)	\$ 10,000
	Transfer Pump (Vac Station)	\$ 10,000
	Muffin Monster (Vac Station)	\$ 50,000

Total Capital Outlay **\$ 140,000**

All other Materials & Services \$ 142,000
 Bank, Education & Training, Contract Services
 Fees, Dues & Assessments, Licenses & Permits, etc.

TOTAL MATERIALS & SERVICES **\$ 241,000**

Proposed by Budget Officer

**REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

Public Works
(Name of Fund)

OWW Unit 2 Sanitary District
(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2022-23			
	Actual		Adopted Budget This Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
				PERSONNEL SERVICES NOT ALLOCATED				
1				1				1
2				2				2
3	-	-	-	3. TOTAL PERSONNEL SERVICES	-	-	-	3
4				4. Total Full-Time Equivalent (FTE)				4
				MATERIALS AND SERVICES NOT ALLOCATED				
5				5				5
6				6				6
7	-	-	-	7. TOTAL MATERIALS AND SERVICES	-	-	-	7
				CAPITAL OUTLAY NOT ALLOCATED				
8				8				8
9				9				9
10	-	-	-	10. TOTAL CAPITAL OUTLAY	-	-	-	10
				DEBT SERVICE				
11	128,041	133,459	139,108	11. Principal	144,994			11
12	153,169	147,751	142,102	12. Interest	136,216			12
13	281,210	281,210	281,210	13. TOTAL DEBT SERVICE	281,210	-	-	13
				SPECIAL PAYMENTS				
14				14				14
15				15				15
16	-	-	-	16. TOTAL SPECIAL PAYMENTS	-	-	-	16
				INTERFUND TRANSFERS				
17	30,000	30,000	30,000	17. Transfer to Capital Reserve Account	30,000			17
18				18				18
19				19				19
20	30,000	30,000	30,000	20. TOTAL INTERFUND TRANSFERS	30,000	-	-	20
21			10,000	21. Total Operating Contingency	10,000	10,000	10,000	21
22	311,210	311,210	321,210	22. Total Requirements Not Allocated	311,210	-	-	22
23	543,989	494,237	598,932	23. Total Org./Prog. Requirements	719,420	-	-	23
24	-	-	-	24. Reserved for future expenditure	-			24
25	1,209,697	1,259,330		25. Ending balance (prior years)				25
26			1,170,292	26. UNAPPROPRIATED ENDING FUND BALANCE	1,188,037			26
27	2,064,896	2,064,777	2,090,434	27. TOTAL REQUIREMENTS	2,228,667	10,000	10,000	27

DEBT SERVICE FUND
SUPPLEMENT

OWW Unit 2 Sanitary District

(Name of Municipal Corporation)

	HISTORICAL DATA			SCHEDULE OF PAYMENTS			Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year 2021-22				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21								
				<u>Bond Principal Payments</u>						
				Bond Issue	Loan	Payment Date				
1	53,054	55,309	57,660	1. 7/30/2007	1. Loan#13 - \$1.9 Million	7/28/2022	60,110			1
2	51,034	53,203	55,464	2. 7/30/2007	2. Loan#11 - \$1.8 Million	7/28/2022	57,821			2
3	5,409	5,639	5,879	3. 7/30/2007	3. Loan#9 - \$200k	7/28/2022	6,129			3
4	18,544	19,308	20,105	4. 7/30/2007	4. Loan#8 - \$680k	7/28/2022	20,934			4
5				5						5
6				6						6
7				7						7
8				8						8
9	128,041	133,459	139,108	9. TOTAL PRINCIPAL PAYMENTS			144,994	0	0	9
				<u>Bond Interest Payments</u>						
				Bond Issue	Loan	Payment Date				
10	63,852	61,597	59,246	10. 7/30/2007	10. Loan#13 - \$1.9 Million	7/28/2022	56,796			10
11	61,420	59,251	56,990	11. 7/30/2007	11. Loan#11 - \$1.8 Million	7/28/2022	54,633			11
12	6,511	6,281	6,041	12. 7/30/2007	12. Loan#9 - \$200k	7/28/2022	5,791			12
13	21,386	20,622	19,825	13. 7/30/2007	13. Loan#8 - \$680k	7/28/2022	18,996			13
14				14						14
15				15						15
16				16						16
17				17						17
18				18						18
19	153,169	147,751	142,102	19. TOTAL INTEREST PAYMENTS			136,216	0	0	19
				Unappropriated Balance for Following Year By						
				Issue Date		Payment Date				
20				20						20
21				21						21
22				22						22
23				23						23
24				24						24
25				25. Ending Balance (Prior Years)						25
26				26. Total Unappropriated Ending Fund Balance			0	0	0	26
27	281,210	281,210	281,210	27. TOTAL REQUIREMENTS			281,210	0	0	27